



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

November 13, 2018

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. Michigan Drug Court Grant Contract
 - E. SRR: MDOT Contract 2017-0032/P9-FY 2019 Specialized Services
Third Party CCOA
Revised Emmet County Transit Agreement
 - F. Correspondence
 1. Alger County Resolution Opposing Proposed Changes to the Statewide Septic Code HB 5752 & HB 5753
 2. Alger County Resolution Opposing SB 1031
 3. Alger County Resolution in Opposition to HB 6049 and SB 1025
 4. Bay County Resolution in Opposition to SB 1031
 5. Berrien County Resolution Opposing the Legalization of Non-Medical and Recreational Marijuana
 6. Houghton County Resolution supporting Ojibway Correctional Facility
 7. DNR Response letter regarding Opposition to Eliminate Baiting and the Sale of Bait
 8. NLEA October President's Report
 - G. Minutes:
 1. Finance/Business Meeting of October 9, 2018
 2. NEMCSA – 10/5/18
 3. District #4 Health – 9/18/18
 4. Cheboygan City Council – 8/28/18 & 9/11/18
 5. County Road – Public Hearing 8/2/18, 6/28/18, 7/12/18, 7/26/18, 8/2/18, 8/16/18, 9/6/18, 9/20/18 & 10/2/18
 6. NCCMH – 9/20/18
 7. Fair Board – 8/3/18, 9/10/18, 10/1/18 (Announcement Only)
6. **Brief Citizens Comments – (3 minutes per person)**
7. **Scheduled Visitors – Judge Butts – Budget Request**
8. **Finance Director's Report**
9. **Administrator's Report**
10. **Committee Reports**
11. **Old Business**
12. **New Business**
 - A. 2018 Amended Apportionment Report
 1. Amended Resolution #18-14 – Millage Rate Resolution
 2. Amended Resolution #18-15 – Tax Resolution
 - B. Senior Millage Appropriation Agreements 2018
 1. Cheboygan County Council on Aging
 2. Wawatam Area Senior Citizens, Inc.
 3. MSU-E Project Fresh
 - C. Michigan Indigent Defense Commission
 1. Compliance Plan/Grant Agreement – Budget

- 2. Fund Creation – Resolution #18-17
- D. Salary & Wage Resolution – Non-Union General #17-09 – Amendment #9 –MIDC/SRR/Sheriff's Department Building Security
- E. Zoning Ordinance Amendment #149 - regarding Motor Vehicle and Fuel Sales Land Uses.
- F. Capital Improvement Plan

- 13. **BOARD MATTERS FOR DISCUSSION**
 - A. 2018 Budget Review
- 14. **Citizens Comments**
- 15. **CLOSED SESSION – Pursuant to MCL 15.268 (c) Union Negotiations**
- 16. **Board Member Comments**
- 17. **Adjourn to the Call of the Chair**

CHEBOYGAN COUNTY FINANCE REPORT NOVEMBER 2018

VENDOR APPROVAL REPORT FOR CHEBOYGAN COUNTY
INVOICES TO BE PAID 11/13/18

FINANCE TOTAL \$444,415.12

PREPARED BY: DEBI KUCZYNSKI

11/07/2018 07:32 AM
User: DWALINSKY
DB: Cheboygan

INVOICE APPROVAL BY VENDOR REPORT FOR CHEBOYGAN COUNTY
POST DATES 11/13/2018 - 11/13/2018
BOTH JOURNALIZED AND UNJOURNALIZED OPEN AND PAID
BANK CODE: 2

Page: 1/1

Claimant	Amount Claimed	Amount Owed	Amount Rejected
1. BCI CONSTRUCTION LLC	354,348.00		
2. KUJAWA CONSTRUCTION	90,067.12		
TOTAL ALL CLAIMS	444,415.12		

CHEBOYGAN COUNTY PREPAIDS REPORT OCTOBER 2018

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	\$	1,989,656.48
MINUS OCTOBER FINANCE	\$	632,514.53
TOTAL PREPAIDS	\$	1,357,141.95

FINANCE CLAIMS FOR OCTOBER PAID ON CHECK #176755 & 176756 DATED 10/09/18.
PREPARED BY: DEBI KUCZYNSKI

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
Bank 1 TRUST & AGENCY						
10/02/2018	1	65624	BEE T A	ANDREW BEETHEM	PC REST# 8004404 HARMON	40.00
10/02/2018	1	65625	REF-TREA	SYC, HATTIE OR CHESTER SYC	TR CASH REFUND 171-003-300-026-00 - PROP	1,671.42
10/02/2018	1	65626	REF-TREA	SYC, HATTIE OR	TR CASH REFUND 171-003-300-026-00 PROPER	1,788.41
10/03/2018	1	65627	AFSCME	MICHIGAN COUNCIL #25 AFSCME	PR EMPLOYEE UNION DUES OCT 2018	1,463.10
10/03/2018	1	65628	CITI	CITI STREET	PR CHEB CTY JUDGE RETIREMENT PE 9/29/18	1,115.23
10/03/2018	1	65629	DEP UNION	DEPUTY SHERIFFS' ASSOCIATION	PR SHERIFF DEPUTY UNION DUES OCT 2018	156.00
10/03/2018	1	65630	GELC	GOVERNMENTAL EMPLOYEES	PR SHERIFF DEPT UNION DUES OCT 2018	629.52
10/03/2018	1	65631	MISDU	MISDU	PR 912856424 PAUL A. MORSE PAID 10/5/18	109.66
10/03/2018	1	65632	MISDU	MISDU	PR 910220383 2002007381 M. FAIRCHILD PAI	186.90
10/03/2018	1	65633	MISDU	MISDU	PR 913080283 DONALD D. BEDELL PAID 10/5	194.71
10/03/2018	1	65634	POLC	POLICE OFFICERS LABOR COUNCIL	PR SHERIFF UNION DUES OCT 2018	804.00
10/03/2018	1	65635	SLG	SHERMETA LAW GROUP	PR TINA M. GONSER JEWELL #15-5314-GC PA	75.00
10/03/2018	1	65636	SOM-EDTAX	STATE OF MICHIGAN	TR CURRENT TAX COLLECTED BY COUNTY - SUM	2,942,025.07
10/03/2018	1	65637	SOM-LCOTF	STATE OF MICHIGAN LCOT	TR LCOTF 3RD QTR COLLECTION 2018	332.50
10/03/2018	1	65638	TREAS	CHEBOYGAN COUNTY TREASURER	TR CURRENT TAX COLLECTED BY COUNTY	2,818,859.79
10/03/2018	1	65639	UN WAY	CHEBOYGAN COUNTY UNITED WAY	PR EMPLOYEE DEDUCTIONS PE 9/29/18	12.00
10/03/2018	1	65640	VANTAGE	VANTAGEPOINT TRANS AGENTS-457	PR #305959-457 DEFERRED COMPENSATION PE	186.51
10/05/2018	1	65641	MESC	STATE OF MICHIGAN	PR 3RD QTR UNEMPLOYMENT TAXES	2,983.02
10/05/2018	1	65642	REF-CODE	H & B PLUMBING & HEATING, INC.	CD REFUND - OVERPAID FOR PERMIT PM18-047	80.00
10/05/2018	1	65643	REF-CODE	M&M PLUMBING, HEATING & COOLING	CD REFUND - NOT OUR JURISDICTION - NO PE	135.00
10/05/2018	1	65644	BOND-CLERK	CHEBOYGAN COUNTY CLERK/REGISTER	CC BOND# 18-5595-FH PEOPLE V LONG	30.00
10/05/2018	1	65645	BOND-CLERK	CHEBOYGAN COUNTY CLERK/REGISTER	CC BOND# 18-5595-FH PEOPLE V LONG - TO B	270.00
10/05/2018	1	65646	BOND-CLERK	JESSICA VERVILLE	CC BOND #08-7063-DM VERVILLE V LACHAPPE	500.00
10/05/2018	1	65647	ALLE L	LEIGH OR CANDACE ALLEN	CC REST# 06-3483-FH LOOWNSBERRY, MAJID	115.64
10/05/2018	1	65648	MSP	MICHIGAN STATE POLICE	CR SEX OFFENDER REGISTER (9 REGISTRATION	270.00
10/09/2018	1	65649	BEE T A	ANDREW BEETHEM	PC RESTITUTION #8004404 HARMON	40.00
10/09/2018	1	65650	FOC	FRIEND OF THE COURT	CC BOND# 15-10650-DS PROVO V MARSH	1,500.00
10/09/2018	1	65651	KILM S	SHERI KILMER	PC RESTITUTION #17008645 BURGTORF	10.00
10/10/2018	1	65652	REF-PLAN	PRO IMAGE DESIGNS	PZ REFUND - OVERPAYMENT ON ZONING PERMIT	5.00
10/16/2018	1	65653	MSP	MICHIGAN STATE POLICE	CR CONCEALED WEAPONS PERMITS (21 RENEWAL	2,769.00
10/16/2018	1	65654	REF-CLERK	MDOC CFA/JACKSON BUSINESS OFFICE	CR CASH REFUND CR# 100759 -ACCT PAID IN	22.86
10/16/2018	1	65655	REF-TREA	NUNDA TOWNSHIP TREASURER	TR CASH REFUND 251-018-100-003-00 AND 25	263.09
10/17/2018	1	65656	BCBSOM	BLUE CROSS BLUE SHIELD OF MICH	PR HEALTH INS 007016244 0001 NOV 2018	2,761.68
10/17/2018	1	65657	BCBSOM	BLUE CROSS BLUE SHIELD OF MICH	PR HEALTH INS 007016244 0011 NOV 2018	1,332.62
10/17/2018	1	65658	BCBSOM	BLUE CROSS BLUE SHIELD OF MICH	PR HEALTH INS 007016244 0013 NOV 2018	1,164.97
10/17/2018	1	65659	BCBSOM	BLUE CROSS BLUE SHIELD OF MICH	PR HEALTH INS 007016244 0019 NOV 2018	37.32
10/17/2018	1	65660	BCBSOM	BLUE CROSS BLUE SHIELD OF MICH	PR HEALTH INS 007016244 0023 NOV 2018	2,981.52
10/17/2018	1	65661	BCBSOM	BLUE CROSS BLUE SHIELD OF MICH	PR HEALTH INS 007016244 0020 NOV 2018	14.17
10/17/2018	1	65662	BCBSOM	BLUE CROSS BLUE SHIELD OF MICH	PR HEALTH INS 007016244 0021 NOV 2018	59.04
10/17/2018	1	65663	BCBSOM	BLUE CROSS BLUE SHIELD OF MICH	PR HEALTH INS 007016244 0022 NOV 2018	1,380.27
10/17/2018	1	65664	BCBSOM	BLUE CROSS BLUE SHIELD OF MICH	PR HEALTH INS 007016244 0024 NOV 2018	443.25
10/17/2018	1	65665	BCBSOM	BLUE CROSS BLUE SHIELD OF MICH	PR HEALTH INS 007016244 0025 NOV 2018	20.73
10/17/2018	1	65666	BCNM	BLUE CARE NETWORK OF MICHIGAN	PR HEALTH INS 00188643 C001 NOV 2018	916.16
10/17/2018	1	65667	BCNM	BLUE CARE NETWORK OF MICHIGAN	PR HEALTH INS 00188643 G001 NOV 2018	96,958.24
10/17/2018	1	65668	FERRELL	FERRELL GAS COMPANY	DC REST# 13-0970-SD SKIDMORE, MELISSA DA	200.00
10/17/2018	1	65669	GRAH I	IAN GRAHAM	DC REST# 18-0261-SM HOGREFE, ANTHONY MIC	4,483.25
10/17/2018	1	65670	HOLS J	JIM HOLSTEGE	DC REST# 18-0515-FY MCWAIN, DANIEL NATHA	223.03
10/17/2018	1	65671	JACK J	JOHN JACKSON	DC REST# 16-1050-ST SAYLES, TAIT OLIVER	2,390.50
10/17/2018	1	65672	WALMART	WALMART	DC REST# 17-0708-SM BROWN, BRITTANY MAYE	50.00
10/17/2018	1	65673	WALMART	WALMART	DC REST# 17-0830-SM CLARK, JOSH DANIEL	50.00
10/17/2018	1	65674	WALMART	WALMART	DC REST# 17-0934-SM KIK, REBECCA LYNN	12.33
10/17/2018	1	65675	WALMART	WALMART	DC REST# 18-0316-SM BORIEO, MATTHEW ADAM	206.85
10/17/2018	1	65676	WALMART	WALMART	DC REST# 18-0551-SM KENDALL, TRACEY LIN	114.26
10/17/2018	1	65677	WALMART	WALMART	DC REST# 18-0742-SM HURT, KIRSTY ALICIA	5.92
10/17/2018	1	65678	WHAL J	JEFF & CENITHIA WHALEN	DC REST# 18-0562-ST ORMSBEE, NATHAN LEWI	91.47
10/17/2018	1	65679	CLERK	CHEBOYGAN COUNTY CLERK	CC REST# 18-5626-FH LOY, ISAAC - BEING A	200.00
10/17/2018	1	65680	CLERK	CHEBOYGAN COUNTY CLERK	CC REST# 18-5586-FH FINCH, HOPE - BEING	600.00

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
10/17/2018	1	65681	CLERK	CHEBOYGAN COUNTY CLERK	CC REST# 18-5595-FH LONG, CHRISTINA - BE	800.00
10/17/2018	1	65682	CLERK	CHEBOYGAN COUNTY CLERK	CC REST# 18-5603-FH MILLBOCKER, SANDRA -	190.00
10/17/2018	1	65683	CLERK	CHEBOYGAN COUNTY CLERK	CC REST# 17-5454-FH ELLINGER, TIM - BEIN	1,578.00
10/17/2018	1	65684	CLERK	CHEBOYGAN COUNTY CLERK	CC REST# 18-5607-FH LACROSS, KRISTA - BE	600.00
10/18/2018	1	65685	CITI	CITI STREET	PR CHEB CTY JUDGE RETIREMENT PE 10/13/18	1,115.23
10/18/2018	1	65686	DEARBORN	DEARBORN NATIONAL INSURANCE	PR LTD/LIFE INSURANCE OCT 2018	3,408.00
10/18/2018	1	65687	MISDU	MISDU	PR 913080283 DONALD D. BEDELL PAID 10/19	194.71
10/18/2018	1	65688	MISDU	MISDU	PR 910220383 2002007381 MICHAEL J. FAIRC	186.90
10/18/2018	1	65689	MISDU	MISDU	PR 912856424 PAUL A. MORSE PAID 10/19/1	109.66
10/18/2018	1	65690	SLG	SHERMETA LAW GROUP	PR TINA M GONSER JEWELL #15-5314-GC PAI	75.00
10/18/2018	1	65691	UN WAY	CHEBOYGAN COUNTY UNITED WAY	PR EMPLOYEE DEDUCTIONS PE 10/13/18	12.00
10/18/2018	1	65692	VANTAGE	VANTAGEPOINT TRANS AGENTS-457	PR #305959-457 DEFERRED COMPENSATION PE	186.51
10/22/2018	1	65693	ADV REST	ADVANCED AUTO	CC REST# 14-4862-FH MARX II, DANIEL	98.04
10/22/2018	1	65694	ALLE L	LEIGH OR CANDACE ALLEN	CC REST# 06-3554-FH MAY, ERIC	7.19
10/22/2018	1	65695	ANTK J	JOSEPH ANTKOVIK	CC REST# 02-2546-FH SOVA, DAVID	7.18
10/22/2018	1	65696	AUTO OWNER	AUTO OWNERS	CC REST# 14-4936-FH KIMBLER, ANGELA	500.00
10/22/2018	1	65697	BEDE D	DONALD BEDELL	CC REST# 18-5516-FC HOBSON, BRANDON	77.60
10/22/2018	1	65698	BEE T AN	ANDY BEETHEM	CC REST# 14-4862-FH MARX II, DANIEL	5.59
10/22/2018	1	65699	BLAN C	CLAYTON BLANCHARD	CC REST# 89-0225-FH LAYNE, DANNY	20.00
10/22/2018	1	65700	BORG W	WILLIAM BORGERDING	CC REST# 02-2546-FH SOVA, DAVID	7.14
10/22/2018	1	65701	BRISTOL	BRISTOL WEST INSURANCE	CC REST# 07-3625-FH MACE, THOMAS	200.00
10/22/2018	1	65702	BRR	BRASS RAIL RESTAURANT	CC REST# 05-3229-FH LEE, JONATHON	40.00
10/22/2018	1	65703	BRYA W	WILLIAM BRYAN	CC REST# 03-2843-FH DELPH JR, KURT	100.00
10/22/2018	1	65704	BURE F	FARM BUREAU INSURANCE	CC REST# 11-4456-FH LAVIGNE, JAM	20.00
10/22/2018	1	65705	BURE F	FARM BUREAU INSURANCE	CC REST# 06-3503-FH BODA, ALAN	100.00
10/22/2018	1	65706	CAR-REST	CARQUEST AUTO PARTS	CC REST# 14-4862-FH MARX II, DANIEL	96.37
10/22/2018	1	65707	CINCI INS	CINCINNATI INSURANCE CO	CC REST# 04-2874-FH STEMPKY, BRENT	75.00
10/22/2018	1	65708	CINCI INS	CINCINNATI INSURANCE CO	CC REST# 06-3554-FH MAY, ERIC	42.81
10/22/2018	1	65709	CLERK	CHEBOYGAN COUNTY CLERK	CC REST# 18-5543-FH REHMER, MATTHEW - BE	258.00
10/22/2018	1	65710	CLL	CHEBOYGAN LITTLE LEAGUE	CC REST# 07-3714-FH LAVIGNE, MICHAEL	160.00
10/22/2018	1	65711	CONS J	JENNITH CONSTANTINE-PALMER	CC REST# 15-5004-FC VANDERHILL, RUSSELL	50.00
10/22/2018	1	65712	DRIE J	JOYCE CARLSON-DRIER	CC REST# 02-2546-FH SOVA, DAVID	7.14
10/22/2018	1	65713	DYKS B	BRITTANY MARSHALL	CC REST# 11-4339-FH MCELHINEY, STEVEN	10.00
10/22/2018	1	65714	ELEN V	VERNA ELENBAAS	CC REST# 02-2546-FH SOVA, DAVID	7.14
10/22/2018	1	65715	ELLI M	MARK H. ELLIOTT	CC REST# 02-2546-FH SOVA, DAVID	7.14
10/22/2018	1	65716	FIND H	HEATHER FINDLAY	CC REST# 15-5004-FC VANDERHILL, RUSSELL	58.40
10/22/2018	1	65717	FISH K	KURT FISHER	CC REST# 08-3902-FC PROCKNOW, RAMON	144.00
10/22/2018	1	65718	GAGN S	SHANNON GAGNON	CC REST# 17-5350-FH GAGNON, DWAYNE	25.00
10/22/2018	1	65719	GIBBONS	KEVIN GIBBONS	CC REST# 05-3264-FH ROBINSON, RICHARD	10.00
10/22/2018	1	65720	GOHE D	DONALD OR JEAN GOHESKI	CC REST# 13-4687-FH WOODS, SUSAN	500.00
10/22/2018	1	65721	HALB A	AMY HALBERG	CC REST# 17-5494-FH TEMPLETON, CHRISTOPH	115.00
10/22/2018	1	65722	JOHN JA	E JAMES JOHNSON	CC REST# 02-2546-FH SOVA, DAVID	7.14
10/22/2018	1	65723	JONE P	PATRICIA JONES	CC REST# 09-3952-FH JONES, WALTER	400.00
10/22/2018	1	65724	JULL D	DAVID OR DIANE JULLETTE	CC REST# 17-5351-FH JULLETTE, AARON	50.00
10/22/2018	1	65725	KEEL L	LARRY OR LEONA KEELAN	CC REST# 05-3123-FH ORMSBEE, ROGER	25.00
10/22/2018	1	65726	LAHA R	ROGER LAHAIE	CC REST# 02-2546-FH SOVA, DAVID	7.14
10/22/2018	1	65727	LATITUDE	LATITUDE SUBROGATION SERVICES	CC REST# 09-4108-FC CALLEAUX, DAVID	200.00
10/22/2018	1	65728	LATITUDE	LATITUDE SUBROGATION SERVICES	CC REST# 04-3006-FH LANCOUR, KEVIN	100.00
10/22/2018	1	65729	LATITUDE	LATITUDE SUBROGATION SERVICES	CC REST# 04-2958-FH NOBLE, JASON	40.00
10/22/2018	1	65730	LATITUDE	LATITUDE SUBROGATION SERVICES	CC REST# 10-4125-FC WILLIAMS, TONJA	400.00
10/22/2018	1	65731	LATITUDE	LATITUDE SUBROGATION SERVICES	CC REST# 15-5178-FH RICHARDSON, CAELAN	100.00
10/22/2018	1	65732	LEIG E	ENZO LEIGHIO	CC REST# 11-4339-FH MCELHINEY, STEVEN	10.00
10/22/2018	1	65733	MCKE K	KENNETH MCKERVEY	CC REST# 02-2546-FH SOVA, DAVID	7.14
10/22/2018	1	65734	MCLAREN-PE	MCLAREN NORTHERN MICHIGAN	CC REST# 17-5422-FH MERCHANT, DONNA	2,000.00
10/22/2018	1	65735	MDHHS	STATE OF MICHIGAN	CC REST# 16-5213-FH ANTILLA, WILLIAM	25.00
10/22/2018	1	65736	MDHHS	STATE OF MICHIGAN	CC REST# 18-5552-FH LAVIOLETTE, DANIEL	60,000.00
10/22/2018	1	65737	MDHHS	STATE OF MICHIGAN	CC REST# 17-5489-FH MULLEN, JOHN	50.00
10/22/2018	1	65738	MDHHS	STATE OF MICHIGAN	CC REST# 17-5386-FH BOWMAN, CRYSTAL	487.00
10/22/2018	1	65739	MOOD N	NATALIE MOODY-BROWN	CC REST# 05-3300-FH ROMINE, JOSHUA	100.00
10/22/2018	1	65740	MOOSE	MOOSE LODGE	CC REST# 12-4483-FC KNAPP JR, ALBERT	10.00

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
10/22/2018	1	65741	MORR S	SUSAN MORRISON	CC REST# 18-5516-FC HOBSON, BRANDON	90.00
10/22/2018	1	65742	MULL N	NANCY MULLETT	CC REST# 14-4879-FH MULLETT, TARA	50.00
10/22/2018	1	65743	NEMOA	NORTHEAST MICH OSTEOPATHIC ASSOC	CC REST# 08-3779-FH JOHNSON, VICKY	200.00
10/22/2018	1	65744	NEXTDOOR	NEXT DOOR FOOD STORE	CC REST# 14-4934-FH CRAWFORD, BRANDON	200.00
10/22/2018	1	65745	PARKSIDE	PARKSIDE INN	CC REST# 11-4339-FH MCELHINEY, STEVEN	20.00
10/22/2018	1	65746	PETR ST	STEPHANIE MARIE PETROVICH	CC REST# 17-5471-FH ENTERKIN, BRIAN LAWR	590.64
10/22/2018	1	65747	RACI D	DENNIS OR CONNIE RACINE	CC REST# 04-3023-FH KELLEY, THERESA	50.00
10/22/2018	1	65748	RAYM J	JEREMY OR SAMANTHA RAYMUS	CC REST# 18-5516-FC HOBSON, BRANDON	69.90
10/22/2018	1	65749	ROBE C	FLORENCE ROBERTS	CC REST# 02-2546-FH SOVA, DAVID	7.14
10/22/2018	1	65750	ROCH S	STEWART ROCHESTER	CC REST# 16-5197-FH ROSE II, STEVEN PAUL	31.96
10/22/2018	1	65751	ROSE B	BRYAN ROSE	CC REST# 07-3740-FC ELLIOTT, RYAN	20.00
10/22/2018	1	65752	SAFCU	STRAITS AREA FEDERAL CREDIT UNION	CC REST# 14-4904-FH HARTLEY, CRYSTAL	40.00
10/22/2018	1	65753	SANE	STRAITS AREA NARCOTICS ENF	CC REST# 16-5315-FH BUNKER, PAUL	25.00
10/22/2018	1	65754	SANE	STRAITS AREA NARCOTICS ENF	CC REST# 16-5245-FH CONNERS, CONRAD	50.00
10/22/2018	1	65755	SANE	STRAITS AREA NARCOTICS ENF	CC REST# 18-5580-FH GERMAIN-SMITH, MICHA	45.00
10/22/2018	1	65756	SANE	STRAITS AREA NARCOTICS ENF	CC REST# 12-4475-FH HEINZE, ADAM	50.00
10/22/2018	1	65757	SANE	STRAITS AREA NARCOTICS ENF	CC REST# 14-4976-FH NELSON, MIKAELA	35.00
10/22/2018	1	65758	SANE	STRAITS AREA NARCOTICS ENF	CC REST# 17-5448-FH PALMER, WALTON	15.00
10/22/2018	1	65759	SANE	STRAITS AREA NARCOTICS ENF	CC REST# 17-5443-FH PROUSE, DANIEL	15.00
10/22/2018	1	65760	SANE	STRAITS AREA NARCOTICS ENF	CC REST# 16-5242-FH QUINTANILLA, CASSAND	10.00
10/22/2018	1	65761	SANE	STRAITS AREA NARCOTICS ENF	CC REST# 17-5434-FH SCHOOLCRAFT, MICHAEL	125.00
10/22/2018	1	65762	SANE	STRAITS AREA NARCOTICS ENF	CC REST# 17-5407-FH SCOBY, CARLA	37.50
10/22/2018	1	65763	SANE	STRAITS AREA NARCOTICS ENF	CC REST# 17-5387-FH WALKER, MATTHEW	90.00
10/22/2018	1	65764	SCH S	SHARON SCHALOW	CC REST# 02-2546-FH SOVA, DAVID	7.14
10/22/2018	1	65765	SCHW E	ELEANOR OR FRED SCHWEDT	CC REST# 18-5595-FH LONG, CHRISTINA	5.00
10/22/2018	1	65766	SHAF E	EDWARD OR JANICE SHAFFER	CC REST# 05-3123-FH ORMSBEE, ROGER	25.00
10/22/2018	1	65767	SMIT C	CHARLES SMITH JR	CC REST# 02-2546FH SOVA, DAVID	7.14
10/22/2018	1	65768	SPEED-CHEB	SPEEDWAY	CC REST# 04-2937-FH BROWN, HEATHER	20.00
10/22/2018	1	65769	SPRA R	ROBERT SPRAY	CC REST# 02-2546-FH SOVA, DAVID	7.14
10/22/2018	1	65770	SUPERIOR	SUPERIOR VENDING	CC REST# 11-4339-FH MCELHINEY, STEVEN	10.00
10/22/2018	1	65771	SZYM E	ELIZABETH SZYMONIAK	CC REST# 15-5004-FC VANDERHILL, RUSSELL	50.00
10/22/2018	1	65772	TERR E	ECTON TERREBONNE	CC REST# 06-3534-FC POPE, ROBERT	50.00
10/22/2018	1	65773	THIG	THE HANOVER INSURANCE GROUP	CC REST# 03-2854-FH SOUTHWELL, JUDY	100.00
10/22/2018	1	65774	VANH J	JEFFREY VANHOORNE	CC REST# 02-2546-FH SOVA, DAVID	7.14
10/22/2018	1	65775	VOFW	VETERANS OF FOREIGN WARS	CC REST# 12-4483-FC KNAPP JR, ALBERT	10.00
10/22/2018	1	65776	WALMART	WALMART	CC REST# 17-5378-FH WILLIAMSON, LINDA	2,009.00
10/22/2018	1	65777	WENG R	ROBERT WENGER	CC REST# 02-2546-FH SOVA, DAVID	7.14
10/22/2018	1	65778	WERNIG	WERNIG	CC REST# 91-0683-FH HARRINGTON, ERNEST	50.00
10/22/2018	1	65779	WERNIG	WERNIG & JONES	CC REST# 91-687-FH HILL, SAMUEL	30.00
10/22/2018	1	65780	WILL J	JOHN WILLIAMS	CC REST# 15-5001-FC MORRILL, BERNARD	30.00
10/24/2018	1	65781	BEAUGRAND	BEAUGRAND TOWNSHIP	TR PRE EXEMPTIONS	5.17
10/24/2018	1	65782	BEET A	ANDREW BEETHM	PC RESTITUTION #8004404 HARMON	40.00
10/24/2018	1	65783	BENTON	BENTON TOWNSHIP	TR PRE EXEMPTIONS	38.22
10/24/2018	1	65784	BURE F	FARM BUREAU INSURANCE	PC RESTITUTION #9004447 ST AMOUR	50.00
10/24/2018	1	65785	BURT	BURT LAKE MARINA	TR PRE EXEMPTIONS	165.65 V
10/24/2018	1	65786	CAS	CHEBOYGAN AREA SCHOOLS	TR NON-HOMESTEAD DENIALS DUE SCHOOL APR	1,915.97
10/24/2018	1	65787	CHEB	CITY OF CHEBOYGAN	TR PRE EXEMPTIONS	44.87
10/24/2018	1	65788	ILS	INLAND LAKES SCHOOLS	TR NON-HOMESTEAD DENIALS DUE SCHOOL APR	8,758.91
10/24/2018	1	65789	INVERNESS	INVERNESS TOWNSHIP	TR PRE EXEMPTIONS	90.55
10/24/2018	1	65790	KOEHLER	KOEHLER TOWNSHIP	TR PRE EXEMPTIONS	134.28
10/24/2018	1	65791	NUNDA	NUNDA TOWNSHIP	TR PRE EXEMPTIONS	3.17
10/24/2018	1	65792	PAS	PELLSTON AREA SCHOOLS	TR NON HOMESTEAD DENIALS DUE SCHOOL APR	4,347.35
10/24/2018	1	65793	REF-CLERK	MDOC CFA/JACKSON BUSINESS OFFICE	CR CASH REFUND - ACCT PAID IN FULL ON 8/	258.00
10/24/2018	1	65794	SOM-DC	STATE OF MICHIGAN	TR DISTRIBUTION OF INTEREST - PRINCIPAL	726.96
10/24/2018	1	65795	TREAS	CHEBOYGAN COUNTY TREASURER	TR DISTRIBUTION OF INTEREST APR-SEP 2018	818.77
10/24/2018	1	65796	TUSCARORA	TUSCARORA TOWNSHIP	TR PRE EXEMPTIONS	173.37
10/24/2018	1	65797	WCS	WOLVERINE COMMUNITY SCHOOLS	TR NON-HOMESTEAD DENIALS DUE SCHOOL APR	158.47
10/24/2018	1	65798	BURT	BURT LAKE MARINA	TR PRE EXEMPTIONS	165.65 V
10/24/2018	1	65799	BURT TWP	BURT TOWNSHIP	TR PRE EXEMPTIONS	165.65
10/26/2018	1	65800	BOND-CLERK	MARY LEE MAYBANK	CC BOND# 18-5616-FH PEO V MAYBANK	500.00

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
10/26/2018	1	65801	CLERK	CHEBOYGAN COUNTY CLERK	CC BOND# 18-5639-FH PEO V JAMES	100.00
10/26/2018	1	65802	CLERK	CHEBOYGAN COUNTY CLERK	CC BOND# 18-5639-FH PEO V JAMES - TO BE	900.00
10/26/2018	1	65803	CLERK	CHEBOYGAN COUNTY CLERK	CC BOND# 18-5608-FH PEO V SKINNER - TO B	270.00
10/26/2018	1	65804	CLERK	CHEBOYGAN COUNTY CLERK	CC BOND# 18-5608-FH PEO V SKINNER	30.00
10/26/2018	1	65805	REF-CODE	M&M PLUMBING, HEATING & COOLING, INC	CD REFUND - PM18-0524 - OVERPAYMENT ON P	55.00
10/30/2018	1	65806	SOM-EDTAX	STATE OF MICHIGAN	TR CURRENT TAX COLLECTED BY COUNTY - TRA	246.00
10/30/2018	1	65807	SOM-EDTAX	STATE OF MICHIGAN	TR CURRENT TAX COLLECTED BY COUNTY - SUM	846,316.33
10/30/2018	1	65808	TREAS	CHEBOYGAN COUNTY TREASURER	TR CURRENT TAX COLLECTED BY COUNTY	808,261.70
10/31/2018	1	65812	CHEB	CITY OF CHEBOYGAN	DC ORDINANCE FEE OCT 2018	772.97
10/31/2018	1	65813	CHEB-DPS	CHEBOYGAN DEPT PUBLIC SAFETY	DC CONVICTED OUIL OCT 2018	250.00
10/31/2018	1	65814	MDT-TRTAX	MICHIGAN DEPT OF TREASURY	RD REAL ESTATE TAX TRANSFER OCT 2018	121,245.00
10/31/2018	1	65815	SHERIFF	CHEBOYGAN COUNTY SHERIFF DEPT	DC ORDINANCE FEES OCT 2018	350.00
10/31/2018	1	65816	SOM-CC	STATE OF MICHIGAN	CC 53RD CIRCUIT COURT FILING FEES OCT 2	5,771.79
10/31/2018	1	65817	SOM-DC	STATE OF MICHIGAN	DC 89TH DISTRICT COURT FILING FEES OCT	19,957.34
10/31/2018	1	65818	SOM-NETF	STATE OF MICHIGAN	CR NOTARY EDUCATION & TRAINING FUND OCT	12.00
10/31/2018	1	65819	TTP	TUSCARORA TOWNSHIP POLICE	DC OUIL ASSESSMENT OCT 2018	150.00
10/31/2018	1	65820	TUSCARORA	TUSCARORA TOWNSHIP	CC OUIL REIMBURSEMENT - TWSP - OCT 2018	178.00
10/31/2018	1	65821	VOM	VILLAGE OF MACKINAW	DC ORDINANCE FEE OCT 2018	453.35
10/31/2018	1	65822	SOM-PC	STATE OF MICHIGAN	PC PROBATE COURT FILING FEES OCT 2018	1,024.38
10/31/2018	1	65823	SOM-PC	STATE OF MICHIGAN	PC PROBATE COURT FILING FEES OCT 2018	1,324.55

1 TOTALS:

Total of 197 Checks:

7,801,085.44

Less 2 Void Checks:

331.30

Total of 195 Disbursements:

7,800,754.14

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
Bank 2 GENERAL FUND						
10/01/2018	2	176630	CAVI C	CAMERON CAVITT	FN DRAIN COMMISSIONER 4TH QUARTER PMT	250.00
10/01/2018	2	176631	CCD	CHEBOYGAN CONSERVATION DISTRICT	FN 4TH QUARTER APPROPRIATION	3,125.00
10/01/2018	2	176632	CCHS	CHEBOYGAN COUNTY HUMANE SOCIETY	FN 4TH QUARTER APPROPRIATION	37,927.25
10/01/2018	2	176633	CLSSI	CHEBOYGAN LIFE SUPPORT SYSTEM	TR OCTOBER 18 MTHLY PMT	25,505.17
10/01/2018	2	176634	DH #4	DISTRICT HEALTH DEPT #4	FN 4TH QUARTER PMT	57,790.50
10/01/2018	2	176635	EMMET CTY	EMMET COUNTY	TR OCTOBER 18 MTHLY PMT	2,022.17
10/01/2018	2	176636	GRAN J	JAMES H GRANGER	FN 4TH QUARTER PMT	250.00
10/01/2018	2	176637	NCCMH	NORTH COUNTRY COMMUNITY	FN 4TH QUARTER PMT	27,998.75
10/01/2018	2	176638	OAA	NONAWAY AREA AMBULANCE	TR OCTOBER 18 MTHLY PMT	1,236.83
10/01/2018	2	176639	PUB DEF 3	RONALD VARGA OR WILLIAM KEOGH	FN PUBLIC DEFENDER OCT 18 PMT	12,285.00
10/01/2018	2	176640	RAMSAY	DONALD RAMSAY	CR MEDICAL EXAMINER WAGE OCT 18	735.44
10/01/2018	2	176641	SENIOR CIT	CHEBOYGAN COUNTY COUNCIL	TR OCTOBER 2018 MTHLY PMT	46,747.92
10/01/2018	2	176642	WASC	WAWATAM AREA SENIOR CITIZENS INC	TR OCTOBER 18 MTHLY PMT	4,990.92
10/02/2018	2	176643	AIRPORT	CHEBOYGAN AIRPORT AUTHORITY	SRR LEASE AGREEMENT OCT 2018	1,500.00
10/02/2018	2	176644	CCE	CCE CENTRAL DISPATCH AUTHORITY	AD 4TH QTR ALLOCATION OCT-DEC 2018	112,623.75
10/02/2018	2	176645	CHAP K	KAREN CHAPMAN	CC MILEAGE TO/FROM GAYLORD-CURCUIT/DISTR	40.87
10/02/2018	2	176646	CONSUMERS	CONSUMERS ENERGY	MA ELECTRIC UNDERGROUND FOR NEW SHERIFF	2,580.50
10/02/2018	2	176647	CONSUMERS	CONSUMERS ENERGY	FG/RC ELECTRIC ACCT# 100032117473 8/14-	32.63
10/02/2018	2	176648	CONSUMERS	CONSUMERS ENERGY	FG/RC ELECTRIC ACCT# 100032117523 8/14	321.63
10/02/2018	2	176649	CONSUMERS	CONSUMERS ENERGY	FG/RC ELECTRIC ACCT# 100045025812 8/14-	38.02
10/02/2018	2	176650	CONSUMERS	CONSUMERS ENERGY	FG/RC ELECTRIC ACCT# 100032117358 8/14	171.41
10/02/2018	2	176651	CONSUMERS	CONSUMERS ENERGY	FG/RC ELECTRIC ACCT# 100032117309 8/14-	45.25
10/02/2018	2	176652	CONSUMERS	CONSUMERS ENERGY	FG/RC ELECTRIC ACCT# 100000225340 8/1 -	24.74
10/02/2018	2	176653	CONSUMERS	CONSUMERS ENERGY	FG/RC ELECTRIC ACCT# 00032117416 8/14 -	101.62
10/02/2018	2	176654	COUT M	MIKE COUTURE	SRR REIMBURSE FOR STAMPS	42.50
10/02/2018	2	176655	DANI K	KAREN DANIEL	DHS BOARD MEETING 9/26/18	48.72
10/02/2018	2	176656	DEKETO	DEKETO LLC	ROD LICENSE ENHANCEMENT (602 DOCUMENTS)	1,204.00
10/02/2018	2	176657	FERN FORD	FERNELIUS FORD LINCOLN	SRR CAR# 8711 - A/C REPAIRS	1,225.16
10/02/2018	2	176658	FREESE	CHARLES FREESE	PZ ZONING BOARD OF APPEALS MTG 9/26/18	70.52
					PZ ZONING BOARD OF APPEALS SITE VISIT 9/	86.87
						<u>157.39</u>
10/02/2018	2	176659	HEMMER	RALPH HEMMER	PZ ZONING BOARD OF APPEALS MTG 9/26/18	56.35
					PZ ZONING BOARD OF APPEALS SITE VISIT 9/	71.61
						<u>127.96</u>
10/02/2018	2	176660	LAND	LANDMARK DESIGN GROUP PC	AD PROFESSIONAL SERVICES - JAIL PROJECT	9,271.58
10/02/2018	2	176661	MOORE	JOHN MOORE	PZ ZONING BOARD OF APPEALS MTG 9/26/18	75.97
					PZ ZONING BOARD OF APPEALS SITE VISIT 9/	50.36
						<u>126.33</u>
10/02/2018	2	176662	NINI S	NINI SHERWOOD	PZ ZONING BOARD OF APPEALS MTG 9/26/18	40.00
					PZ ZONING BOARD OF APPEALS SITE VISIT 9/	65.07
						<u>105.07</u>
10/02/2018	2	176663	NOP	NATIONAL OFFICE PRODUCTS	PA SUPPLIES - MOUSE, LAPTOP BAG	177.30
					PA SUPPLIES - BINDER	6.13
					PA SUPPLIES - APPT BOOK, STAMP	23.02
						<u>206.45</u>
10/02/2018	2	176664	NSB	NORTHERN STAR BROADCASTING	SRR MONTHLY TOWER LEASE OCT 2018	600.00

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
10/02/2018	2	176665	REGISTER	M.A.C.V.C.	VA NACVSO/MACV'S MEMBERSHIP DUES - CUNNI	150.00
10/02/2018	2	176666	SAP	STRAITS AREA PRINTING	SRR BUSINESS CARDS - ANGEL MANNING	51.00
10/02/2018	2	176667	SCHW J	JEAN SCHWIND	DHS BOARD MEETING 9/26/18	50.90
10/02/2018	2	176668	SELI D	DALE SELIN	DC CELL PHONE REIMBURSEMENT 9/1 - 9/30/1	45.00
10/02/2018	2	176669	STAN L	LIZ STANKEWITZ	DC CELL PHONE REIMBURSEMENT 9/1 - 9/30/1	45.00
10/02/2018	2	176670	THAT K	KIRSTEN THATER	CR MILEAGE TO SCAO-GAYLORD & UNIVERSITY	154.24
10/02/2018	2	176671	THOM JO	JOHN THOMPSON	PZ ZONING BOARD OF APPEALS MTG 9/26/18	59.62
					PZ ZONING BOARD OF APPEALS SITE VISIT 9/	49.81
						<u>109.43</u>
10/02/2018	2	176672	TREAS	CHEBOYGAN COUNTY TREASURER	SRR 2 CASES PAPER (8 1/2 X 11)	57.50
10/02/2018	2	176673	UPS	UNITED PARCEL SERVICE	FN UPS CHARGES 8/26 - 9/22/18	20.06
10/02/2018	2	176674	VIZINA	DARYL VIZINA	PA MILEAGE REIMBURSEMENT TO/FROM WOLVERI	86.11
10/02/2018	2	176675	YOUN K	KIMBERLY TILTON	DC CELL PHONE REIMBURSEMENT 9/1 9/30/18	45.00
10/03/2018	2	176676	BLARNEY	BLARNEY CASTLE OIL COMPANY	CCM PURCHASE 3798.0 GALLONS DIESEL & 140	15,090.46
					CCM PURCHASE 2001.0 GALLONS DIESEL & 400	19,513.62
						<u>34,604.08</u>
10/03/2018	2	176677	BROW C	CHARLES BROWN	PC SAYPA FDTA FIRST SESSION BILING	1,643.30
10/03/2018	2	176678	BROW K	KENDRA BROWN	DHS CC# 4353197 8/22/18- 8/31/18	172.40
10/03/2018	2	176679	BROW K	KENDRA BROWN	DHS CC# 4353197 9/1/18 - 9/14/18	241.36
10/03/2018	2	176680	BROW K	KENDRA BROWN	DHS CC# 4353197 9/15/18 - 9/28/18	241.36
10/03/2018	2	176681	CFSNW	CHILD & FAMILY SERVICES NW	DHS CC# 2290229 9/26/18 - 9/26/18	122.00
10/03/2018	2	176682	CFSNW	CHILD & FAMILY SERVICES NW	DHS CC# 703083 9/26/18 - 9/26/18	122.00
10/03/2018	2	176683	CHEB	CITY OF CHEBOYGAN	FG/RC WATER USAGE ACCT#001-01122-00	382.56
10/03/2018	2	176684	CONSUMERS	CONSUMERS ENERGY	FG/RC ELECTRIC ACCT# 100032118323 8/14	40.64
10/03/2018	2	176685	DTE	DTE ENERGY	MA DORIS REID ACCT#910021270889 0 8/8 -	49.59
10/03/2018	2	176686	OFF DEPOT	OFFICE DEPOT	DC OFFICE SUPPLIES - TAPE, DUSTER, ANTI-	40.87
					DC OFFICE SUPPLIES - STICKY NOTES	19.09
						<u>59.96</u>
10/03/2018	2	176687	SPLASH	SPLASH & DASH CAR WASH	RC SELF SERVE WASH TOKENS (50 CT)	40.00
10/03/2018	2	176688	STEV R	RUSSELL STEVENS	DHS CC# 22759770 8/31/18 - 8/31/18	214.18
10/03/2018	2	176689	STEV R	RUSSELL STEVENS	DHS CC# 22759770 9/3/18 - 9/24/18	1,507.77
10/03/2018	2	176690	TAYL J	JESSICA TAYLOR	DHS CC# 1416188 8/31/18 - 9/13/18	241.36
10/03/2018	2	176691	TAYL J	JESSICA TAYLOR	DHS CC# 1416188 9/14/18 - 9/27/18	241.36
10/03/2018	2	176692	TREAS	CHEBOYGAN COUNTY TREASURER	PR EMPLOYEE FRINGE & DEDUCTIONS PE 9/29/	240,672.59
10/04/2018	2	176693	CCF	CUSTOM CARPETS & FURNITURE	MA EQ CARPET REPAIR IN EQUALIZATION	95.00
10/04/2018	2	176694	CDW-G	CDW-G	IS EMC RNW SUPPORT RENEWAL	3,867.22
10/04/2018	2	176695	CHARTER	CHARTER COMMUNICATIONS	FG/RC PHONE & INTERNET SERVICE 10/1 - 10	204.94
10/04/2018	2	176696	DEAN	NANCY B DEAN	PC ATTORNEY CONTRACT OCT 2018	1,375.00
10/04/2018	2	176697	DELL	DELL	IS OPTIPLEX 7050 BUILD YOUR OWN COMPUTER	1,052.95
10/04/2018	2	176698	GILB	JAMES L GILBERT	PC ATTORNEY CONTRACT OCT 2018	1,375.00
10/04/2018	2	176699	HANSEL	DONNA HANSEL	PC ATTORNEY CONTRACT OCT 2018	1,375.00
10/04/2018	2	176700	KEOGH	WILLIAM L KEOGH PC	PC ATTORNEY CONTRACT OCT 2018	1,375.00
10/04/2018	2	176701	MACARTHUR	TIMOTHY MACARTHUR	PC ATTORNEY CONTRACT OCT 2018	1,375.00
10/04/2018	2	176702	OFF DEPOT	OFFICE DEPOT	TR OFFICE SUPPLIES - MACHINE TAPE, CORRE	39.88
					TR OFFICE SUPPLIES - MONTHLY PLANNERS (4	75.96
						<u>115.84</u>
10/04/2018	2	176703	SAP	STRAITS AREA PRINTING	CD BUSINESS CARDS - PAUL MORSE	59.00
10/04/2018	2	176704	VERIZON	VERIZON	IS CELL PHONE SERVICE 8/14 - 9/13/18	2,150.23
10/05/2018	2	176705	ANDE L	LUKE ANDERSON	SD MARINE MILEAGE - MAY, JUN, JUL, AUG 2	262.67
10/05/2018	2	176706	BARTLETT	STUART BARTLETT	PZ PLANNING COMMISSION MTG 9/5/18	54.17

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
					PZ PLANNING COMMISSION SITE VISIT 9/4/18	49.81
						<u>103.98</u>
10/05/2018	2	176707	BOROWICZ	HAROLD BOROWICZ	PZ PLANNING COMMISSION MTG 9/19/18	48.72
10/05/2018	2	176708	CAR-SD	CARQUEST AUTO PARTS	SD CUSTOMER# 1460 - BATTERY, RETURN BEL SD BELT SD (2) BELTS	63.52 30.49 28.49
						<u>122.50</u>
10/05/2018	2	176709	CROF P	PATTY CROFT	PZ PLANNING COMMISSION MTGS 9/5/18 & 9/1	145.40
10/05/2018	2	176710	FAIR M	MICHAEL FAIRCHILD	IS MILEAGE REIMBURSEMENT FOR ASSISTING S	62.78
10/05/2018	2	176711	FREESE	CHARLES FREESE	PZ PLANNING COMMISSION MTGS 9/5/18 & 9/1 PZ PLANNING COMMISSION SITE VISITS 8/29/	141.04 149.22
						<u>290.26</u>
10/05/2018	2	176712	KAVANAUGH	MICHAEL KAVANAUGH	PZ PLANNING COMMISSION MTGS 9/5/18 & 9/1 PZ PLANNING COMMISSION SITE VISITS 9/2/1	95.26 105.07
						<u>200.33</u>
10/05/2018	2	176713	KSS	KSS ENTERPRISES	MA SUPPLIES - MULTIFOLD C-FOLD TOWELS (4 MA SUPPLIES - MULTIFOLD C-FOLD TOWELS (4 MA SUPPLIES - C-FOLD TOWELS (10), DISINF MA SUPPLIES - PINE-SOL (60 OZ - 6 CT) MA SUPPLIES - KITCHENT ROLL TOWELS (2) MA SUPPLIES - CAN LINERS (5), MOP HANDLE MA SUPPLIES - GREEN CERT FOAM HAND (3)	289.68 328.72 674.36 42.78 78.91 486.60 201.94
						<u>2,102.99</u>
10/05/2018	2	176714	LYON S	SHARON LYON	PZ PLANNING COMMISSION MTGS 9/5/18 & 9/1 PZ PLANNING COMMISSION SITE VISIT 9/5/18	138.86 65.07
						<u>203.93</u>
10/05/2018	2	176715	MOD PHAR	MODERN PHARMACY	SDJ INMATE MEDICATIONS SEP 2018	88.59
10/05/2018	2	176716	OFF DEPOT	OFFICE DEPOT	SD OFFICE SUPPLIES - BLACK TONER, PENS-G	125.62
10/05/2018	2	176717	OSTWALD	CHARLES OSTWALD	PZ PLANNING COMMISSION MTGS 9/5/18 & 9/1 PZ PLANNING COMMISSION SITE VISIT 9/4/18	103.98 57.44
						<u>161.42</u>
10/05/2018	2	176718	STRA P	STRAITSLAND PUBLISHING	AD PUBLIC NOTICE-BOARD MINUTES (8/2/18)	22.65
10/05/2018	2	176719	SYSCO	SYSCO FOODS OF GRAND RAPIDS	SD LAUNDRY SUPPLIES - STAINAWAY, DETERGE	630.60
10/05/2018	2	176720	WHEELER	WHEELER MOTORS INC	AD CAR# 17 - MULTIPLE WARNING LIGHTS ON/	60.46
10/08/2018	2	176721	BRAN R	RONALD BRAND	AD REMON PEER GROUP MEETING 9/27/18	150.00
10/08/2018	2	176722	BUTTS	ROBERT J BUTTS	PC REIMBURSE PROSECUTING ATTORNEY ASSOC	396.25
10/08/2018	2	176723	CAS-TRAN	CHEBOYGAN AREA SCHOOLS	SRR FUEL CHARGES (3268.2 GALLONS DIESEL)	8,562.68
10/08/2018	2	176724	DOYLE	DOYLE INC	SDJ MATERIALS FOR ROOF	15,929.00
10/08/2018	2	176725	DUES	MICHIGAN PUBLIC TRANSIT ASSOCIATION	SRR FY 2019 TRANSIT MEMBERSHIP DUES	1,006.00
10/08/2018	2	176726	ECKE J	JEFF ECKER	AD REMON PEER GROUP 9/27/18	150.00
10/08/2018	2	176727	ECKER SURV	ECKER SURVEYING INCORPORATED	AD REMON (14) CORNERS - 2018 GRANT	10,318.00
10/08/2018	2	176728	FULL B	BRIAN FULLFORD	AD REMON PEER GROUP MEETING 9/27/18	150.00
10/08/2018	2	176729	FULLFORD	FULLFORD SURVEYING & MAPPING PC	AD REMON CORNERS (14 CORNERS) 2018 GRANT	10,318.00
10/08/2018	2	176730	GRAN A	ALAN GRANGER	AD REMON PEER GROUP MEETING 9/27/18	150.00
10/08/2018	2	176731	GRANGER	GRANGER PROFESSIONAL SERVICES INC	AD REMON ADMIN APR-SEP 2018	1,950.00
10/08/2018	2	176732	GRANGER	GRANGER PROFESSIONAL SERVICES INC	AD REMON CORNERS (14 CORNERS)	11,500.00

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
10/08/2018	2	176733	KIIS C	CARL KIIISKILA	AD REMON PEER GROUP MEETING 9/27/18	150.00
10/08/2018	2	176734	KSS	KSS ENTERPRISES	CCM SUPPLIES - DISINFECTANT FOAMING CLEA	61.80
10/08/2018	2	176735	SALT R	RAEANN SALTER	PC GUARDIANSHIP REVIEW - #8013075 - MAIN	116.35
10/08/2018	2	176736	SHERWIN	SHERWIN-WILLIAMS	MA ANIMAL SHELTER FLOORS	1,219.24
10/08/2018	2	176737	WELDON	BUFFY WELDON	TR MILEAGE REIMBURSEMENT - 2018 MAA CLAS	61.59
10/08/2018	2	176738	WHEELER	WHEELER MOTORS INC	RC TRUCK REPAIR - 2008 GMC SIERRA	391.09
10/08/2018	2	176739	ZAREMBA	ZAREMBA EQUIPMENT INC	SRR BUS# 409 - MAKING OIL & CONSTANT REG	3,383.88
10/08/2018	2	176740	EKDAHL	MICHAEL J EKDAHL	CC DGC DEFENSE ATTORNEY ATTENDANCE AT DR	150.00
10/08/2018	2	176741	HARBOR	HARBOR HALL INC	CC DGC COUNSELING SERVICES FOR DRUG COUR	172.60
10/08/2018	2	176742	NMIDS	NORTHERN MI IND DRUG SCREEN LLC	CC DGC DRUG TESTING FOR DRUG COURT PARTI	264.00
10/08/2018	2	176743	PAWLOWSKI	NICOLE PAWLOWSKI	CC DGC CELL PHONE CHARGES JUL, AUG & SEP	135.00
10/08/2018	2	176744	RED TOX	REDWOOD TOXICOLOGY LABORATORY	CC DGC DRUG TESTING FOR DRUG COURT PARTI	1,710.10
10/08/2018	2	176745	RED TOX	REDWOOD TOXICOLOGY LABORATORY	CC DGC DRUG TESTING FOR DRUG COURT PARTI	76.00
10/08/2018	2	176746	ALGE B	BARB ALGENSTEDT	SDJ LEGAL BLOOD DRAWS - FISHER/ REPPENHA	100.00
10/08/2018	2	176747	BERD D	DEBORAH BERDEN	SDJ LEGAL BLOOD DRAWS - HUNT	50.00
10/08/2018	2	176748	CARD	CARDMEMBER SERVICE	SD CARD SERVICES THROUGH 9/25/18	1,919.63
10/08/2018	2	176749	CARNATION	CARNATION RESTAURANT	SDJ INMATE MEALS (6607 MEALS) & GATORAD	22,467.80
10/08/2018	2	176750	GALLS	GALLS INCORPORATED	SD K9 UNIFORMS	450.01
10/08/2018	2	176751	IRSC	INDIAN RIVER SPORTS CENTER	SD ORV EQUIPMENT	249.74
					SD ORV EQUIPMENT	49.95
						<u>299.69</u>
10/08/2018	2	176752	NYE	NYE UNIFORM COMPANY	SD COAT - TIM COOK 4/6/18	118.41
10/08/2018	2	176753	SECURUS	SECURUS TECHNOLOGIES	SDJ INMATE PHONE USAGE CHARGES - SEPT 20	8,654.96
10/08/2018	2	176754	WHEELER	WHEELER MOTORS INC	SD OIL CHANGE/ FILTER/ TUNE/ BRAKE INSP	229.54
					SD OIL CHANGE	29.00
					SD OIL CHANGE	28.43
					SD INSTALL DECALS	400.00
					SD HUB	303.08
					SD OIL CHANGE	29.00
						<u>1,019.05</u>
10/09/2018	2	176755	BCI	BCI CONSTRUCTION LLC	AD SDJ EXPANSION PROJECT PAYMENT #5	551,790.00
10/09/2018	2	176756	KUJAWA	KUJAWA CONSTRUCTION	AD SD - STORAGE BUILDING PAYMENT #5	80,724.53
10/10/2018	2	176757	BBC	BERNARD BUILDING CENTER	MA AS CABINETS IN PUPPY & EXAM ROOMS	2,679.12
10/10/2018	2	176758	BLASKOWSKI	BLASKOWSKI FEED & SEED	MA COPPER SULFATE CRYSTALS	120.00
10/10/2018	2	176759	CAR-RC	CARQUEST	RC DOUBLE FACE SLEDGE	24.99
10/10/2018	2	176760	CAS-TRAN	CHEBOYGAN AREA SCHOOLS	RC FUEL CHARGES (466 GALLONS DIESEL)	1,220.92
10/10/2018	2	176761	GEC	GLOBAL INDUSTRIAL	MA NEW PICNIC TABLES FOR COUNTY BLDG GRO	2,074.14
10/10/2018	2	176762	MANNINGS	MANNINGS NORTHERN TIRE	MA REPAIR TUBE & MOUNT TIRE	55.99
10/10/2018	2	176763	VIZINA	DARYL VIZINA	PA REIMBURSE MILEAGE/ FOOD FOR YOUTH FAC	101.74
10/10/2018	2	176764	WERNER	WERNER PLUMBING & HEATING	MA BUILDING SUPPLIES	16.82
10/10/2018	2	176765	ZABI E	ELIZABETH ZABIK	EQ REIMBURSE MILEAGE & BRIDGE FARE - MAE	23.07
10/10/2018	2	176766	CFSNW	CHILD & FAMILY SERVICES NW	DHS CC# 2290229 9/1/18 - 9/30/18	797.70
10/10/2018	2	176767	CFSNW	CHILD & FAMILY SERVICES NW	DHS CC# 703083 9/1/18 - 9/30/18	797.70
10/10/2018	2	176768	GOUI C	CAL GOUINE	BOC COMMISSIONER MILEAGE 10/9/18	3.82
10/10/2018	2	176769	JOHN K	KAREN JOHNSON	BOC COMMISSIONER MILEAGE 10/9/18	3.82
10/10/2018	2	176770	KENWORTH	MICHIGAN KENWORTH	RC TRUCK REPAIR - TRUCK QUIT. WOULD CRA	3,992.76
10/10/2018	2	176771	LOUIES	LOUIE'S EQUIPMENT SALES	CCM SERVICE WORK ON BUNN POUROVER COFFEE	25.00
10/10/2018	2	176772	MATE R	ROBERTA MATELSKI	BOC COMMISSIONER MILEAGE 10/9/18	28.34
10/10/2018	2	176773	NEWM M	MICHAEL NEWMAN	BOC COMMISSIONER MILEAGE 10/9/18	4.91
10/10/2018	2	176774	NOP	NATIONAL OFFICE PRODUCTS	CCM CANADIAN & AMERICAN FLAGS FOR MARINA	76.13
					TR FABRIC STOOL WITH ARMS	537.16
						<u>613.29</u>
10/10/2018	2	176775	REGISTER	GARLAND LODGE & RESORT	CCS SURVEYOR CONFERENCE - JAMES GRANGER	181.56

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
10/10/2018	2	176776	WALLACE	JOHN WALLACE	BOC COMMISSIONER MILEAGE 10/9/18 + 8 MEE	294.30
10/10/2018	2	176777	ALLPHASE	ALL-PHASE	MA SUPPLIES - 25W LED WALL PACK W/PC MA SUPPLIES - FLUOR LAMP 7/27/18	70.09 91.44 <hr/> 161.53
10/10/2018	2	176778	ARCTIC	ARCTIC GLACIER INC	CCM ICE PURCHASE	195.00
10/10/2018	2	176779	AT&T/SBC	AT&T	CCM GAS PUMP MODEM ACCT# 23162733618012	58.11
10/10/2018	2	176780	EMMET DPW	EMMET COUNTY DPW	RC MONTHLY RECYCLE FEES SEP 2018 RC MONTHLY RECYCLE FEES SEP 2018	8,160.00 75.00 <hr/> 8,235.00
10/10/2018	2	176781	EPSI	ENGINEERED PROTECTION SYSTEMS	MA HEALTH DEPT - ALARM SYSTEM MAINTENANC	323.01
10/10/2018	2	176782	ERHA J	HONORABLE JAMES N ERHART	DC MILEAGE EXPENSE FOR HEARING (74 MILES	40.33
10/10/2018	2	176783	LEXISNEXIS	LEXISNEXIS RISK SOLUTIONS	TR MEMBERSHIP SEPT 2018	100.79
10/10/2018	2	176784	NMIDS	NORTHERN MI IND DRUG SCREEN LLC	DC DRUG TESTING REIMBURSEMENT - A.HEMME,	60.00
10/10/2018	2	176785	RDIC	RIVERTOWN DO-IT CENTER	MA SUPPLIES - GOLD PUSH BUTTON MA SUPPLIES - 1X6X8 #2 PREM PINE MA SUPPLIES - 1/4X1-1/2" 1M 18GA NRW STP MA SUPPLIES - 3/8" ROUND HEAD PLUG, PLAS MA SUPPLIES - QUICK F-CONNECTOR, COMMAND MA SUPPLIES - COMMAND PICHANGING STRIPS MA SUPPLIES - DECK SCRUB	5.99 6.99 6.79 33.47 30.81 9.98 12.99 <hr/> 107.02
10/10/2018	2	176786	RDIC	RIVERTOWN DO-IT CENTER	MA SUPPLIES - NUMBERS, LETTERS & SIGNS	2.76
10/10/2018	2	176787	RDIC	RIVERTOWN DO-IT CENTER	MA SUPPLIES - 1-1/2" FLEX COUPLINGS	6.98
10/11/2018	2	176788	APPLIED	APPLIED IMAGING	IS FN COPY MACHINE MAINTENANCE	23.22
10/11/2018	2	176789	AT&T/SBC	AT&T	IS MONTHLY PHONE SERVICE ACCT# 231R01221	1,091.04
10/11/2018	2	176790	AT&T/SBC	VOID		
10/11/2018	2	176791	BBC	BERNARD BUILDING CENTER	MA HEALTH DEPT - CABINETS IN LAB & EXAM	3,968.99
10/11/2018	2	176792	CAR-CCM	CARQUEST AUTO PARTS	CCM SILICONE REPAIR TAPE HOSE CCM UTILITY BELT	70.91 10.49 <hr/> 81.40
10/11/2018	2	176793	CHARTER	CHARTER COMMUNICATIONS	IS MSU INTERNET ACCT# 8245122670095926	84.98
10/11/2018	2	176794	DELL	DELL MARKETING L.P.	IS PA LATITUDE 5490 LAPTOP	927.64
10/11/2018	2	176795	FAIR M	MICHAEL FAIRCHILD	IS CELL PHONE REIMBURSEMENT OCT 2018	45.00
10/11/2018	2	176796	GEWY	YOUNG, GRAHAM, ELSENHEIMER	AD LEGAL SERVICES THROUGH 9/30/18	3,782.00
10/11/2018	2	176797	MLLPS	MICHIGAN LABOR LAW	AD SRR CCM LABOR LAW POSTERS FOR ALL 3 O	224.50
10/11/2018	2	176798	RDIC	RIVERTOWN DO-IT CENTER	MA ANIMAL SHELTER - PAINT SUPPLIES	56.42
10/11/2018	2	176799	RDIC	RIVERTOWN DO-IT CENTER	MA ANIMAL SHELTER - PAINTING SUPPLIES	14.60
10/11/2018	2	176800	STRA P	STRAITSLAND PUBLISHING	AD PUBLIC NOTICE - BOARD MEETING MINUTES	12.00
10/11/2018	2	176801	STRA P	STRAITSLAND PUBLISHING	AD PUBLIC NOTICE - BOARD MEETING MINUTES	12.00
10/11/2018	2	176802	STRA P	STRAITSLAND PUBLISHING	AD PUBLIC NOTICE - BOARD MEETING MINUTES	12.00
10/11/2018	2	176815	STRA P	STRAITSLAND PUBLISHING	AD PUBLIC NOTICE - BOARD MEETING MINUTES	12.00
10/11/2018	2	176816	ASHB C	CYNTHIA E EBERLY	PC CELL PHONE REIMBURSEMENT OCT 2018	45.00
10/11/2018	2	176817	ASHE M	MEGAN FENLON	PC CELL PHONE REIMBURSEMENT OCT 2018	45.00
10/11/2018	2	176818	AT&T/SBC	AT&T	SD MONTHLY PHONE SERVICE 8/29 - 9/28/18	238.44
10/11/2018	2	176819	DSSI	DRUG SCREEN SOLUTIONS INC	PC COURT ORDERED SERVICES #18008711 6/	142.50
10/11/2018	2	176820	HANSEL	DONNA HANSEL	PC TRIAL COURT APPT ATTY - #18008700 & #	300.00
10/11/2018	2	176821	HOME	HOME CONFINEMENT	PC INTENSIVE NEGLECT #17008645 & COURT O	408.00
10/11/2018	2	176822	LEORTC	L.E.O.R.T.C.	SD HIGH IN PLAIN SIGHT TRANING - BREGE,	275.00
10/11/2018	2	176823	LEXISNEXIS	LEXISNEXIS RISK SOLUTIONS	PC INFORMATION SEARCH SEPT 2018	50.00
10/11/2018	2	176824	STRA P	STRAITSLAND PUBLISHING	AD PUBLIC NOTICE - BOARD MEETING MINUTES	12.00
10/11/2018	2	176825	STYF	SAULT TRIBE YOUTH FACILITY	PC ANOTHER COUNTY INSTITUTION #17008669	2,400.00

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
10/11/2018	2	176826	TRAIN	KIRTLAND COMMUNITY COLLEGE	SD SPEED MEASUREMENT TRAINING - RENWICK	275.00
10/11/2018	2	176827	VANS M	MELISSA VANSCHOTEN	DHS CC#20554812 9/14/18 - 9/30/18	293.08
10/15/2018	2	176828	ARCHAMBO	ARCHAMBO ELECTRIC INC.	SRR ADD ELECTRICAL CIRCUITS IN SRR OFFIC	599.60
10/15/2018	2	176829	AT&T/SBC	AT&T	SRR PHONE SERVICE ACCT# 23159701781023	76.92
10/15/2018	2	176830	AT&T/SBC	AT&T	SRR PHONE SERVICE ACCT# 23159792627040	170.82
10/15/2018	2	176831	BRANDTS	BRANDT'S SPORT CENTER	SD ORV REPAIRS (500 SUZUKI)	472.00
10/15/2018	2	176832	BRANDTS	BRANDT'S SPORT CENTER	SD JET SKI REPAIRS (YAMAHA)	475.50
10/15/2018	2	176833	BURIAL	BECK FUNERAL HOME	VA VETERANS BURIAL EXPENSE - DOD: 9/28/1	300.00
10/15/2018	2	176834	COUT M	MIKE COUTURE	SRR REIMBURSE FOR LUNCH-MIKE & ANGEL PIC	37.31
					SRR REIMBURSE MIKE - PURCHASE ATF & OIL	22.32
						<u>59.63</u>
10/15/2018	2	176835	LEXISNEXIS	LEXISNEXIS RISK SOLUTIONS	FOC INFORMATION RESEARCH SEPT 2018	50.00
10/15/2018	2	176836	OFF DEPOT	OFFICE DEPOT	TR OFFICE SUPPLIES - MEDIUM BINDER CLIPS	6.99
					TR OFFICE SUPPLIES - LASER & SHIPPING LA	23.94
						<u>30.93</u>
10/15/2018	2	176837	PAAM	PAAM	PA PACC OFFICE MANAGERS CONF. FOR MELANI	40.00
10/15/2018	2	176838	SALVATION	SALVATION ARMY	CC DGC SUPERVISION FEES JUL - SEPT 2018	1,100.00
10/15/2018	2	176839	SPIES-SRR	SPIES AUTO PARTS & TIRE	SRR TOOLS FOR BUSES (SCREWDRIVER SET, TA	41.64
					SRR WIPER BLADES FOR BUSES & SNOW BRUSHE	379.52
					SRR POWER LUBE 3, BUNGY CORD (2-10 PK)	52.77
						<u>473.93</u>
10/16/2018	2	176840	CCE	CCE CENTRAL DISPATCH AUTHORITY	FN 4% PHONE SURCHARGE COLLECTED JUL-OCT	483.29
10/16/2018	2	176841	CHASE	DAN CHASE	CD REIMBURSE MEAL IN GAYLORD	7.05
10/16/2018	2	176842	INK & TONE	INK & TONER ALTERNATIVE	DC HP WASTE TONER	19.99
10/16/2018	2	176843	MISC	SAULT CHEBOYGAN MEDIA GROUP	PZ ADVERTISING - PC NOTICE 9/19, ZBA NOT	464.55
10/16/2018	2	176844	MISC	PLANETIZEN	PZ ADVERTISING - PLANNER/ASST CODE ENFOR	289.90
10/16/2018	2	176845	MORS PA	PAUL MORSE	CD REIMBURSE MEAL IN GAYLORD	8.48
10/16/2018	2	176846	NOP	NATIONAL OFFICE PRODUCTS	CD OFFICE SUPPLIES - NAME PLATE FOR PAUL	13.00
10/16/2018	2	176847	OFF DEPOT	OFFICE DEPOT	PC OFFICE SUPPLIES - PLANNERS	60.58
10/16/2018	2	176848	RDIC	RIVERTOWN DO-IT CENTER	CCM SUPPLIES - FLEX COUPLINGS/ PVC PIPE	15.58
					CCM SUPPLIES - AIR FILTER, FILTER BAGS	19.96
					CCM SUPPLIES - THERMA PALM DIP GLOVE, IN	17.97
					CCM SUPPLIES - SCREWS, BOLTS	14.94
						<u>68.45</u>
10/16/2018	2	176849	ROSE EXT	ROSE EXTERMINATOR	SDJ PEST CONTROL CONTRACT	73.00
10/16/2018	2	176850	RWS	REPUBLIC SERVICES #239	MA FG TRASH REMOVAL ACCT# 3-0239-1306112	222.64
10/16/2018	2	176851	RWS	REPUBLIC SERVICES #239	MA TRASH REMOVAL ACCT# 3-0239-1306090 S	648.01
10/16/2018	2	176852	WHEELER	WHEELER MOTORS INC	CD JEEP PATRIOT-OIL CHANGE, ROTATE TIRES	66.18
					CD JEEP PATRIOT - PURGE VALVE, REAR ROTO	324.03
					CD ESCAPE# 19 - VALVE STEM	22.54
					CD ESCAPE# 19 - NEW TIRE	153.36
						<u>566.11</u>
10/17/2018	2	176853	ABS	ADVANTAGE BUSINESS SYSTEMS	DC SUPPLIES - 8960 LABELS	181.60
10/17/2018	2	176854	ASHE M	MEGAN FENLON	PC REIMBURSE MEALS - INT PROB TRAV/LODGE	22.49
10/17/2018	2	176855	BS&A	BS&A EQUALIZER SOFTWARE SYST	TR EMPLOYEE TRAINING-TAX.NET AND DELINQU	1,515.00
10/17/2018	2	176856	CULB K	KYLE CULBERTSON	PC REIMBURSE FOOD/GAS - FACILITY VISITS	27.56
10/17/2018	2	176857	DH #4	DISTRICT HEALTH DEPT #4	SDJ NURSE VISIT - SEPT 2018	1,935.00
10/17/2018	2	176858	GILB	JAMES L GILBERT	PC TRIAL COURT APPT ATTY - #18008700 MUR	300.00
10/17/2018	2	176859	MAP	MAP	PZ ADVERTISING ON PLANNER WEBSITE 7/11	75.00

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
10/17/2018	2	176860	NORCHEM	NORCHEM DRUG TESTING	DC DRUG TESTING SEPT 2018	58.65
10/17/2018	2	176861	OFF DEPOT	OFFICE DEPOT	SD OFFICE SUPPLIES - BATTERIES (AA, AAA, PC OFFICE SUPPLIES - PLANNER PC OFFICE SUPPLIES - LABELS, MANILA FOLD PC OFFICE SUPPLIES - DESKPAD, CALENDAR	137.67 22.99 32.21 24.98 <u>217.85</u>
10/17/2018	2	176862	REGISTER	MICHIGAN ASSOCIATION COUNTY CLERKS	CR MACC QUARTERLY MEETING NOV 29-30, 20	50.00
10/17/2018	2	176863	S&B	SIGN & BANNER FACTORY	CCM METAL SIGNS FOR GAS DOCKS 7/13/18	276.00
10/17/2018	2	176864	SOM-CCM	STATE OF MICHIGAN	CCM 2018 HARBOR OVERDISTRIBUTION	262.02
10/17/2018	2	176865	STELLAR	STELLAR SERVICES	SDJ INMATES SUPPLIES - SNACK PACKS SDJ INMATES SUPPLIES - INDIGENT KIT SDJ INMATES SUPPLIES - COMMISSARY ORDERS SDJ INMATES SUPPLIES - INDIGENT KIT SDJ INMATES SUPPLIES - COMMISSARY ORDERS SDJ INMATES SUPPLIES - INDIGENT KIT SDJ INMATES SUPPLIES - COMMISSARY ORDERS SDJ INMATES SUPPLIES - INDIGENT KIT SDJ INMATES SUPPLIES - COMMISSARY ORDERS	850.00 8.52 987.03 1.26 758.48 21.30 1,010.92 18.30 1,144.56 <u>4,800.37</u>
10/17/2018	2	176866	STELLAR	VOID		
10/17/2018	2	176867	STYF	SAULT TRIBE YOUTH FACILITY	PC ANOTHER COUNTY INSTITUTION - # 180086	120.00
10/17/2018	2	176868	TAYL J	JESSICA TAYLOR	DHS CC# 1416188 10/1/18 - 10/11/18	189.64
10/17/2018	2	176869	TAYL J	JESSICA TAYLOR	DHS CC# 1416188 9/28/18 - 9/30/18	51.72
10/17/2018	2	176870	WEST-DC	THOMSON REUTERS - WEST	DC LIBRARY PLAN CHARGES 9/5 - 10/4/18	14.58
10/18/2018	2	176871	CONSUMERS	CONSUMERS ENERGY	CCM ELECTRIC ACCT# 100030339863, #100030	957.83
10/18/2018	2	176872	DEKETO	DEKETO LLC	CR SUPPLIES - 3.5' X 0.5" THERMAL TRANSF	134.00
10/18/2018	2	176873	ESI	ENGINEERING SUPPLY CORPORATION	EQ OFFICE SUPPLIES - PAPER FOR TWP MAPS	106.38
10/18/2018	2	176874	MEMBER	IAAO	EQ 2019 MEMBERSHIP DUES - ELIZABETH ZABI	190.00
10/18/2018	2	176875	OFF DEPOT	OFFICE DEPOT	CR OFFICE SUPPLIES - ENVELOPES, PENS, CO	60.35
10/18/2018	2	176876	REHMANN	REHMANN ROBSON	FN GOVERNMENT OUTSOURCING - 2.25 HOURS -	360.00
10/18/2018	2	176877	SIMMON & S	SIMMONS & SON BUILDERS	HS GRANT CDBG PROGRAM - CONTRACTORS - MI	11,910.00
10/18/2018	2	176878	TREAS	CHEBOYGAN COUNTY TREASURER	PR EMPLOYEE FRINGE & DEDUCTIONS PE 10/13	136,393.35
10/18/2018	2	176879	WEST-CR	THOMSON REUTERS - WEST	CR LIBRARY CHARGES 9/5 - 10/4/18	4.68
10/19/2018	2	176880	C&D	C&D MINI MART	CC DONUTS (1 1/2 DZ) - (DELOY-BISHOP TRI	23.53
10/19/2018	2	176881	CULLIGAN	MCCARDEL CULLIGAN-PETOSKEY	CC JURY ROOM WATER ACCT# 0216832	55.00
10/19/2018	2	176882	GILBERT	GILBERT & GILBERT	CC REPRESENTATION FOR #17-12196-DC, 09-7	562.50
10/19/2018	2	176883	HUNG T	THOMAS R HUNGERFORD LLC	CC REPRESENTATION OF JASON LAUR #18-5578	1,080.00
10/19/2018	2	176884	NOP	NATIONAL OFFICE PRODUCTS	CC 3 STAND/SIT DESK CC OFFICE SUPPLIES - INK CARTRIDGE	1,064.94 <u>62.42</u> 1,127.36
10/19/2018	2	176885	RONS AUTO	RON'S AUTO & WRECKER SERVICE	SRR BALANCE OF TOWING BILL - 112 TO ZARE	20.00
10/19/2018	2	176886	ROTTER	GREGORY ROTTER	CC REPRESENTATION OF WILLNOW #18-5579-FC	1,203.10
10/19/2018	2	176887	SPARTAN	SPARTAN STORES LLC	CC MISC CHARGES - NAPKINS, KLEENEX, CREA	70.54
10/19/2018	2	176888	WALK M	MARIE WALKER	CC REPRESENTATION OF MICHAEL KROPP #17-5	1,187.95
10/19/2018	2	176889	WEST-CC	THOMSON REUTERS - WEST	CC LIBRARY PLAN CHARGES 9/5- 10/4/18	80.09
10/19/2018	2	176890	WEST-CC	THOMSON REUTERS - WEST	CC LIBRARY PLAN CHARGES 9/5 - 10/4/18	27.00
10/19/2018	2	176891	WEST-CC	THOMSON REUTERS - WEST	CC LIBRARY PLAN CHARGES 9-5 - 10/4/18	314.13
10/19/2018	2	176892	WEST-CC	THOMSON REUTERS - WEST	CC INFORMATION CHARGES SEPT 2018	932.00
10/19/2018	2	176893	AIRPORT	CHEBOYGAN AIRPORT AUTHORITY	FN REIMBURSE-CONSTRUCTION COSTS FOR SRE	23,500.00
10/19/2018	2	176894	CALS	CAL'S MOBILE HEAVY EQUIPMENT	SRR BUS# 212 - FULL SERVICE, OIL SAMPLE, SRR BUS# 218 - FULL SERVICE, OIL SAMPLE SRR BUS# 409 - DRAIN OF EXCESS OIL, ADJU	652.16 352.43 260.00

V

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
					SRR BUS# 112 FULL SERVICE, OIL SAMPLE, S	1,890.21
					SRR BUS# 509 - FULL SERVICE, OIL SAMPLE,	547.85
						<u>3,702.65</u>
10/19/2018	2	176895	CAR-CF	CARQUEST AUTO PARTS	CF FAIR EVENTS - STANDARD SWIVEL GRIP, O	23.78
					CF FAIR EVENTS - GRAND STAND - TARPS, CA	81.29
					CF FAIR EVENTS - TRACTOR PULL - RATCHET	39.98
					CF EQUIPMENT REPAIR - SPARK PLUGS, 12V B	89.34
					CF KID'S DAY - BRITE TOUCH - CLS RED 7	3.69
					CF FAIR EVENTS - HD CABLE TIE, CHUCK BAL	33.41
					CF OTHER SUPPLIES - GATES, FLOOR DRY, TR	61.76
					CF MAINTENANCE - ACRY ENML 2X GLS BLK	7.49
						<u>340.74</u>
10/19/2018	2	176896	CAR-CF	VOID		
10/19/2018	2	176897	GORDON	GORDON FOOD SERVICE	CF OTHER SUPPLIES - PLATES, FORKS 7/25/	45.05
10/19/2018	2	176898	MISC	REBECCA CHARBONEAU	SRR REIMBURSE LUNCH/DINNER AT THE PLACE	34.13
10/19/2018	2	176899	MISC	DAWN SOKOLOSKI	SRR REIMBURSE LUNCH/DINNER AT THE PLACE	41.23
10/19/2018	2	176900	MISC	ED BARR	SRR REIMBURSE LUNCH/DINNER AT THE PLACE	32.54
10/19/2018	2	176901	MISC-CF	THE ST. IGNACE NEWS	CF ADVERTISING - 8/2/18 & 8/9/18	313.60
10/19/2018	2	176902	MSU	MICHIGAN STATE UNIVERSITY	FN 4TH QTR MOA PAYMENT	18,547.00
10/19/2018	2	176903	OFF DEPOT	OFFICE DEPOT	DC OFFICE SUPPLIES - WIRELESS MOUSE, FOL	198.15
10/19/2018	2	176904	RWS	REPUBLIC SERVICES #239	CF TRASH REMOVAL SERVICE ACCT# 3-0239-00	680.00
10/19/2018	2	176905	SAP	STRAITS AREA PRINTING	SRR ADVERTISING PLACEMAT ADS, STEP-IN, I	693.00
10/19/2018	2	176906	SOM	STATE OF MICHIGAN	CF CORPORATE UPATE 2018	20.00
10/19/2018	2	176907	SPIES-SRR	SPIES AUTO PARTS & TIRE	SRR BATTERY CABLES	147.76
					SRR SUPPLIES - ATF FLUID & OIL FOR BUSES	12.16
						<u>159.92</u>
10/19/2018	2	176908	STAN L	LIZ STANKEWITZ	DC TRAVEL REIMBURSEMENT - MAGISTRATE TRA	68.91
10/19/2018	2	176909	STRAITS	STRAITSLAND RESORTER	CF ADVERTISING - AUGUST 2 & AUGUST 9 8	191.70
10/19/2018	2	176910	WEX	WEX BANK	SRR FUEL ACTIVITY ACCT# 7560-00-132255-1	713.68
10/24/2018	2	176911	ACPS	AUTO CENTER PIT STOP	AD VEHICLE #15 - CHEVY IMPALA -(4) TIRES	403.68
10/24/2018	2	176912	CDT-GEN	CHEBOYGAN DAILY TRIBUNE	AD ADVERTISING - PUBLIC NOTICE -ACCT# 00	41.60
10/24/2018	2	176913	CONSUMERS	CONSUMERS ENERGY	MA ELECTRIC ACCT# 100026019925 9/6 - 10	34.54
					MA ELECTRIC ACCT# 100000107183 9/18 - 1	4,991.28
					MA ELECTRIC ACCT# 100029199252 9/11 - 1	34.04
					MA ELECTRIC ACCT# 100027732369 9/10 - 1	98.29
					MA ELECTRIC ACCT# 100000163434 9/1 - 9/	31.77
						<u>5,189.92</u>
10/24/2018	2	176914	EQUIP G	GLOBAL EQUIPMENT COMPANY, INC.	MA NEW PICNIC TABELS FOR COUNTY BLDG GRO	2,074.14
10/24/2018	2	176915	ICMA	ICMA	AD ICMA MEMBERSHIP RENEWAL 1/1/19 - 12/3	807.42
10/24/2018	2	176916	MGB-WKHQ	MACDONALD GARBER BROADCASTING	CF ADVERTISING CONTRACT #2109710177 8/1	2,200.00
10/24/2018	2	176917	MORS PA	PAUL MORSE	CD REIMBURSEMENT - RULER FOR FIELD INSPE	7.94
10/24/2018	2	176918	NOP	NATIONAL OFFICE PRODUCTS	PA OFFICE SUPPLIES - DATE STAMP	61.00
10/24/2018	2	176919	NOP	NATIONAL OFFICE PRODUCTS	PC OFFICE SUPPLIES - ADDRESS STAMPS	111.00
10/24/2018	2	176920	SALT R	RAEANN SALTER	PC TRIAL COURT APPT ATTY - #91001189 MOO	50.00
10/25/2018	2	176921	CHARTER	CHARTER COMMUNICATIONS	SDJ INMATE CABLE ACCT# 8245122670006824	119.91
10/25/2018	2	176922	CONSUMERS	CONSUMERS ENERGY	RC ELECTRIC ACCT# 100045328463 9/1 - 9/	48.64
10/25/2018	2	176923	DAIL D	DAWN REO	CR MILEAGE REIMBURSEMENT - ELECTION COMM	22.89
10/25/2018	2	176924	DSSI	DRUG SCREEN SOLUTIONS INC	PC SA COURT ORDERED SERVICES #17008666,	152.50
10/25/2018	2	176925	DTE	DTE ENERGY	MA DORIS REID BLDG ACCT#910021270889 9/	51.26
10/25/2018	2	176926	MOW	MICHIGAN OFFICEWAYS INC	FOC OFFICE SUPPLIES - RETRACTABLE PENS,	137.09
10/25/2018	2	176927	PIE&G	PRESQUE ISLE ELECTRIC & GAS	RC OUTDOOR LIGHTING 9/13/18 - 10/12/18	15.67
10/25/2018	2	176928	SBOM	STATE BAR OF MICHIGAN	FOC MEMBERSHIP DUES P56943 - KEVIN WELLE	375.00

V

CHECK REGISTER FOR CHEBOYGAN COUNTY
 CHECK DATE FROM 10/01/2018 - 10/31/2018

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
10/25/2018	2	176929	STRA L	LUCY STRACHOTA	PC REIMBURSE COSTS FOR SENIOR EXPO	41.30
10/25/2018	2	176930	TMFI	T.M. FRANCE INC	CCM WINTERIZED & REPAIRED MARINA SPRINKL	205.00
10/25/2018	2	176931	VALL R	RACHEL VALLANCE	TR REIMBURSE MILEAGE TO MERS CONFERENCE	246.34
10/25/2018	2	176932	CONSUMERS	CONSUMERS ENERGY	MA DORIS REID BLDG ACCT# 103003539980 9	777.77
10/25/2018	2	176933	CROS C	CAROL CROSS	PC GUARDIANSHIP REVIEW #18014622	81.24
10/25/2018	2	176934	DANI K	KAREN DANIEL	PC GUARDIANSHIP REVIEW #17014483	68.17
10/25/2018	2	176935	DTE	DTE ENERGY	MA GAS ACCT# 910021270764 9/6 - 10/8/18	626.36
10/25/2018	2	176936	FRAZ D	DANIEL FRASIER	PC SAYPA FDTA SPEAKER FEE	50.00
10/25/2018	2	176937	G SHIPPING	G'S SHIPPING STORE	MA SUPPLIES - TOILET PAPER (5 CASES - 96	134.45
					MA SUPPLIES - (2 - 96 ROLL CASES, JUMBO	138.68
					MA SUPPLIES - (2-96 ROLL CASES)	53.78
					MA SUPPLIES - (2 - 96 ROLL CASES PAPER)	53.78
						<u>380.69</u>
10/25/2018	2	176938	MISC	LINGUISTICA	DC INTERPRETOR #18-0601-FY	10.83
10/25/2018	2	176939	NOEL R	REBECCA NOEL	PC REIMBURSE MILEAGE - MPJRA CONFERENCE,	174.40
10/25/2018	2	176940	NYE	NYE UNIFORM COMPANY	SD COAT FOR DANIEL STACKS	266.26
10/25/2018	2	176941	SALT R	RAEANN SALTER	PC GUARDIANSHIP REVIEW #4012373	75.00
10/25/2018	2	176942	SIP	STATE INDUSTRIAL PRODUCTS	MA CLEANING CHEMICALS	206.51
10/25/2018	2	176943	WEST-PC	THOMSON REUTERS - WEST	PC LIBRARY PERIODICALS ACCT# 1003229398	78.22
10/25/2018	2	176944	BARTLETT	STUART BARTLETT	PZ PLANNING COMMISSION MTGS 10/3/18 & 10	108.34
					PZ PLANNING COMMISSION SITE VISIT 10/3/1	77.61
						<u>185.95</u>
10/25/2018	2	176945	BOROWICZ	HAROLD BOROWICZ	PZ PLANNING COMMISSION MTGS 10/3/18 & 10	97.44
					PZ PLANNING COMMISSION SITE VISIT 10/1/1	53.63
						<u>151.07</u>
10/25/2018	2	176946	CHIM K	KIM CHIMNER	PA REIMBURSE MILEAGE FOR CONFERENCE, MT	165.14
10/25/2018	2	176947	CHUR S	STEPHEN CHURCHILL	PZ PLANNING COMMISSION MTGS 10/3/18 & 10	110.52
10/25/2018	2	176948	CROF P	PATTY CROFT	PZ PLANNING COMMISSION MTGS 10/3/18 & 10	145.40
					PZ PLANNING COMMISSION SITE VISIT 10/3/1	40.00
						<u>185.40</u>
10/25/2018	2	176949	FREESE	CHARLES FREESE	PZ PLANNING COMMISSION MTGS 10/3/18 & 10/	141.04
					PZ PLANNING COMMISSION SITE VISIT 9/30/1	74.34
						<u>215.38</u>
10/25/2018	2	176950	GOUJ C	CAL GOUINE	BOC COMMISSIONER MILEAGE 10/23/18	3.82
10/25/2018	2	176951	JOHN K	KAREN JOHNSON	BOC COMMISSIONER MILEAGE 10/23/18	3.82
10/25/2018	2	176952	KAVANAUGH	MICHAEL KAVANAUGH	PZ PLANNING COMMISSION MTGS 10/3/18 - 10	95.26
					PZ PLANNING COMMISSION SITE VISIT 10/1/1	53.08
						<u>148.34</u>
10/25/2018	2	176953	LYON S	SHARON LYON	PZ PLANNING COMMISSION MTGS 10/3/18 & 10	138.86
					PZ PLANNING COMMISSION SITE VISIT 10/3/1	60.71
						<u>199.57</u>
10/25/2018	2	176954	MATE R	ROBERTA MATELSKI	BOC COMMISSIONER MILEAGE 10/23/18 + 4 ME	98.10
10/25/2018	2	176955	NEWM M	MICHAEL NEWMAN	BOC COMMISSIONER MILEAGE 10/23/18 + 10 M	389.70

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
10/25/2018	2	176956	OSTWALD	CHARLES OSTWALD	PZ PLANNING COMMISSION MTGS 10/3/18 & 10 PZ PLANNING COMMISSION SITE VISIT 10/1/1	103.98 60.71 <u>164.69</u>
10/25/2018	2	176957	SANG R	RICHARD SANGSTER	BOC COMMISSIONER MILEAGE 9/11/18 BOC COMMISSIONER MILEAGE 9/25/18 BOC COMMISSIONER MILEAGE 10/9/18 BOC COMMISSIONER MILEAGE 10/23/18 + 2 ME	0.65 0.65 0.65 <u>155.39</u> 157.34
10/25/2018	2	176958	WALLACE	JOHN WALLACE	BOC COMMISSIONER MILEAGE 10/23/18	49.05
10/26/2018	2	176959	AIRPORT	CHEBOYGAN AIRPORT AUTHORITY	SRR LEASE AGREEMENT NOV 2018	1,500.00
10/26/2018	2	176960	APPLIED	APPLIED IMAGING	IS FN COPY MACHINE MAINTENANCE 7/5/18 IS FN COPY MACHINE MAINTENANCE 8/7/18	37.88 <u>31.34</u> 69.22
10/26/2018	2	176961	BRSG	BLACK RIVER SAND & GRAVEL	CF DOZER AND EXCAVATOR TIME SETTING EVEN	1,000.00
10/26/2018	2	176962	CENTURY	CENTURYLINK	IS MONTHLY PHONE SERVICE ACCT#88901091	323.19
10/26/2018	2	176963	CENTURY	VOID		V
10/26/2018	2	176964	CHARTER	CHARTER COMMUNICATIONS	CCM MARINA PHONE ACCT# 8245122670084508	219.94
10/26/2018	2	176965	CHARTER	CHARTER COMMUNICATIONS	IS INTERNET ACCT# 8245122670068360 10/2	109.98
10/26/2018	2	176966	CULLIGAN	MCCARDEL CULLIGAN-PETOSKEY	PA BOTTLED WATER FOR OFFICE ACCT# 858292	42.50
10/26/2018	2	176967	GASLIGHT	GASLIGHT MEDIA	IS MONTHLY WEBSITE HOSTING & SEARCH ENGI	150.00
10/26/2018	2	176968	MANN A	ANGEL MANNING	SRR REIMBURSE MILEAGE - USED PERSONAL VE	59.95
10/26/2018	2	176969	NSB	NORTHERN STAR BROADCASTING	SRR MONTHLY TOWER LEASE AGREEMENT NOV 20	600.00
10/26/2018	2	176970	SAG	STRAITS AREA GLASS	SRR BUS# 409 STONE CHIP REPAIR	55.00
10/26/2018	2	176971	SAP	STRAITS AREA PRINTING	DC SUPPLIES - #10 WINDOW ENVELOPES	333.85
10/26/2018	2	176972	SCMG	SAULT-CHEBOYGAN MEDIA GROUP	PA SUPPLIES - (1000) ENVELOPES TRANS# 30	70.00
10/26/2018	2	176973	SPIES-SRR	SPIES AUTO PARTS & TIRE	SRR BUS# 116 (2) STEER TIRES - REMOVE & SRR BUS# 114 (2) STEER TIRES - REMOVE & SRR BUS# 609 - (2) STEER TIRES - REMOVE SRR BUS# 111 (2) STEER TIRES - INSTALL T SRR LICENSE PLATE ANCHOR KIT FOR OCEANA SRR BUS# 709 (2) STEER TIRES	583.18 583.18 583.18 583.18 6.90 <u>583.18</u> 2,922.80
10/26/2018	2	176974	SPIES-SRR	VOID		V
10/26/2018	2	176975	WEST-PA	THOMSON REUTERS-WEST	PA LIBRARY PLAN 9/5 - 10/4/18	32.00
10/26/2018	2	176976	WOE	WILLIAMS OFFICE EQUIPMENT	IS COPY MACHINE MAINTENANCE SEPT 2018	1,748.00
10/30/2018	2	176977	BLARNEY	BLARNEY CASTLE OIL COMPANY	CCM PURCHASED DIESEL (3500 GALLONS)	9,562.89
10/30/2018	2	176978	BOB BARKER	BOB BARKER COMPANY INC	SDJ SUPPLIES - MAXITHINS, LAUNDRY BAG	156.60
10/30/2018	2	176979	BURIAL	NORDMAN-CHRISTIAN FUNERAL HOME	VA VETERANS BURIAL EXPENSE DOD: 10/12/18	300.00
10/30/2018	2	176980	BURIAL	DOMINIC JUILLET	VA VETERANS BURIAL EXPENSE - INSTALLATIO	75.00
10/30/2018	2	176981	CHARTER	CHARTER COMMUNICATIONS	FG/RC PHONE & INTERNET SERVICE 11/1 - 11	204.94
10/30/2018	2	176982	CHEB	CITY OF CHEBOYGAN	CCM WATER/SEWER ACCT# 002-00966-00 & 002	3,342.40
10/30/2018	2	176983	CONSUMERS	CONSUMERS ENERGY	FG/RC ELECTRIC ACCT# 100032117473 9/13	24.22
10/30/2018	2	176984	CONSUMERS	CONSUMERS ENERGY	FG/RC ELECTRIC ACCT#100032117523 9/13 -	124.02
10/30/2018	2	176985	CONSUMERS	CONSUMERS ENERGY	FG/RC ELECTRIC ACCT# 100045025812 9/13-	25.11
10/30/2018	2	176986	CONSUMERS	CONSUMERS ENERGY	FG/RC ELECTRIC ACCT# 100032117358 9/13	85.42
10/30/2018	2	176987	CONSUMERS	CONSUMERS ENERGY	FG/RC ELECTRIC ACCT# 1000 0022 5340 9/1	49.10
10/30/2018	2	176988	CONSUMERS	CONSUMERS ENERGY	FG/RC ELECTRIC ACCT# 1000 3211 7416 9/1	53.03
10/30/2018	2	176989	DEEDS	REGISTER OF DEEDS	PZ HS REGISTER/DISCHARGE MORTGAGE VIAU,	30.00
10/30/2018	2	176990	DTE	DTE ENERGY	MA GAS ACCT# 910021270475 9/8 - 10/5/18	71.58
10/30/2018	2	176991	GALLS	GALLS INCORPORATED	SDJ SECURITY FRIENDLY BELTS- T.BREGE, B SDJ SHIRTS - T. BREGE, B.BECKWITH	28.35 76.95

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
					SDJ SHIRTS & PANTS - B.BECKWITH, N. JAIM	110.03
						215.33
10/30/2018	2	176992	MCTE M	MARY MCTEVIA	MSU REIMBURSE FOR DINNER AT CONTENT MARK	16.95
10/30/2018	2	176993	MSHC	MACKINAW STRAITS HEALTH CENTER	AD PRE-EMPLOYMENT PHYSICAL & DRUG TEST -	124.00
10/30/2018	2	176994	NCSLTD	NORTH CENTRAL SECURITY LTD	CF SECURITY SERVICES + TRAVEL FEE	2,688.00
10/30/2018	2	176995	OFF DEPOT	OFFICE DEPOT	SD OFFICE SUPPLIES - INDEX CARDS, PERF P	63.38
10/30/2018	2	176996	SIMM N	NEIL SIMMONS	SD TEST-READING & WRITING , PHYSICAL	133.00
10/30/2018	2	176997	STAC D	DANIEL STACKS	SD MEMBERSHIP DUES - NORTH AMERICAN POLI	45.00
10/31/2018	2	176998	SOM-TPWU	STATE OF MICHIGAN	DC GARNISHMENT DISCLOSURE FEES (50 @ \$6.	300.00 V
					DC GARNISHMENT DISCLOSURE FEES (37 @ \$6.	222.00 V
						522.00
10/31/2018	2	176999	SOM-TPWU	STATE OF MICHIGAN	DC GARNISHMENT DISCLOSURE FEES (50 @ \$6.	300.00
10/31/2018	2	177000	SOM-TPWU	STATE OF MICHIGAN	DC GARNISHMENT DISCLOSURE FEES (37 @ \$6.	222.00
10/31/2018	2	177001	ASHB C	CYNTHIA E EBERLY	PC INT PROB TRAVEL - BRIDGE FARE TO SAUL	8.00
10/31/2018	2	177002	CRANHAM	BRUCE CRANHAM PC	FOC REFEREE HEARINGS SEPT & OCT 2018	2,400.00
10/31/2018	2	177003	CROS C	CAROL CROSS	PC GUARDIANSHIP REVIEW #18014605 AITTAMA	56.17
10/31/2018	2	177004	DANI K	KAREN DANIEL	PC GUARDIANSHIP REVIEWS - #18014609 & 18	74.17
10/31/2018	2	177005	INK & TONE	INK & TONER ALTERNATIVE	CR HP TONER - LASERJET PRO M1536	54.99
					CR HP TONER - HIGH YIELD LJ P4015, P4515	159.99
						214.98
10/31/2018	2	177006	OFF DEPOT	OFFICE DEPOT	PC OFFICE SUPPLIES - #10 ENVELOPES, DSK	60.69
10/31/2018	2	177007	OFF DEPOT	OFFICE DEPOT	CR OFFICE SUPPLIES - 2 RING BINDERS (4)	40.76
10/31/2018	2	177008	PNC VISA	PNC BANK	FN CREDIT CARD CHARGES THROUGH 10/19/18	13,401.74
10/31/2018	2	177009	PNC VISA	VOID		
10/31/2018	2	177010	RAMSAY	DONALD RAMSAY	CR ME REIMBURSEMENT FOR CONFERENCE/ HOTE	628.99
10/31/2018	2	177011	RDIC	RIVERTOWN DO-IT CENTER	CCM SUPPLIES - BLK NIPPLE, ANTIFREEZE	19.93
10/31/2018	2	177012	REDM M	MATT REDMOND	VA INSTALLATION OF BURIAL MARKERS FOR VE	600.00
10/31/2018	2	177013	SCMG	SAULT-CHEBOYGAN MEDIA GROUP	CR ADVERTISING - CLOSE OF REGISTRATION N	366.75
10/31/2018	2	177014	BUTTS	ROBERT J BUTTS	PC REIMBURSE - REGIONAL SCAO MEETING - G	189.65
10/31/2018	2	177015	CCE	CCE CENTRAL DISPATCH AUTHORITY	FN STATE OF MICHIGAN 911 WIRELESS DISTRI	51,435.00
10/31/2018	2	177016	DANI K	KAREN DANIEL	PC GUARDIANSHIP REVIEW - BEAUDRY	40.90
10/31/2018	2	177017	FELEPPA	ALFRED FELEPPA	PA CELL PHONE REIMBURSEMENT OCT 2018	45.00
10/31/2018	2	177018	GOOD M	MELISSA GOODRICH	PA CELL PHONE REIMBURSEMENT OCT 2018	45.00
10/31/2018	2	177019	MACARTHUR	TIMOTHY MACARTHUR	PC TRAIL COURT APPT ATTY - PRIEST,KUZNIC	890.00
10/31/2018	2	177020	MACARTHUR	TIMOTHY MACARTHUR	PC TRIAL COURT APPT ATTY - PROUSE, RZIEM	20.00
10/31/2018	2	177021	TREAS	CHEBOYGAN COUNTY TREASURER	PR EMPLOYEE FRINGE & DEDUCTIONS PE 10/27	241,904.09
10/31/2018	2	177022	UPS	UNITED PARCEL SERVICE	FN UPS CHARGES 9/26 - 10/27/18	85.28
10/31/2018	2	177023	VIZINA	DARYL VIZINA	PA CELL PHONE REIMBURSEMENT OCT 2018	45.00

2 TOTALS:

Total of 382 Checks:	2,005,754.44
Less 15 Void Checks:	16,097.96
Total of 367 Disbursements:	1,989,656.48

11/07/2018 07:23 AM
User: DWALINSKY
DB: Cheboygan

CHECK REGISTER FOR CHEBOYGAN COUNTY
CHECK DATE FROM 10/01/2018 - 10/31/2018

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
Bank 3 TAX REVOLVING FUND						
10/02/2018	3	7373	DEEDS	REGISTER OF DEEDS	TR RECORD REDEMPTION CERTIFICATES (24)	720.00
10/02/2018	3	7374	FBP	FAR BEYOND PAINTING, INC	AD POWER WASH, PRIME & PAINT NORTH WALL-	1,200.00
10/02/2018	3	7375	REF-TREA	MACKINAW APTS OR	TR MTT VALUE CHANGE 053-C07-000-031-10	4,639.65
10/05/2018	3	7376	DEEDS	REGISTER OF DEEDS	TR RECORD REDEMPTION CERTIFICATES (10)	300.00
10/09/2018	3	7377	RLS	RIVERTOWN LAWN SERVICE	TR 4@ \$30 EACH - SEPT 2018 GRASS CUTING	120.00
10/16/2018	3	7378	DEEDS	REGISTER OF DEEDS	TR RECORD REDEMPTION CERTIFICATES (8)	240.00
10/16/2018	3	7379	SURV G	GRANGER SURVEYING	TR NEW BOUNDARY SURVEY FOR ENCROACHMENTS	800.00
10/22/2018	3	7380	DEEDS	REGISTER OF DEEDS	TR RECORD REDEMPTION CERTIFICATES (3)	90.00
10/22/2018	3	7381	TITLE CK	TITLE CHECK LLC	TR TITLE SEARCH FEE - 2016 TAX FORFEITUR	2,247.96
10/25/2018	3	7382	FBP	FAR BEYOND PAINTING, INC	TR POWER WASH, PRIME & PAINT NORTH WALL	1,200.00
10/25/2018	3	7383	HEBRON	HEBRON TOWNSHIP	TR TAX SETTLEMENT 2017	3,714.65
10/25/2018	3	7384	MENTOR	MENTOR TOWNSHIP	TR TAX SETTLEMENT 2017	329.51
10/25/2018	3	7385	PITSCH	PITSCH COMPANIES	TR DEMOLITION - (417 N. MAIN & 418 N. HU	4,230.00
10/26/2018	3	7386	DEEDS	REGISTER OF DEEDS	TR RECORD REDEMPTION CERTIFICATES (6)	180.00
10/30/2018	3	7387	TITLE CK	TITLE CHECK LLC	TR PROPERTY INSPECTION VISIT (307 PARCEL	10,745.00

3 TOTALS:

Total of 15 Checks:	30,756.77
Less 0 Void Checks:	0.00
Total of 15 Disbursements:	<u>30,756.77</u>

11/07/2018 07:23 AM
User: DWALINSKY
DB: Cheboygan

CHECK REGISTER FOR CHEBOYGAN COUNTY
CHECK DATE FROM 10/01/2018 - 10/31/2018

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
Bank 5 COUNTY ROAD TRANSFERS						
10/31/2018	5	2100843	CTY ROAD	CHEBOYGAN CTY ROAD COMMISSION	CCR ROAD TRANSFER 10/2/18	160,389.23
10/31/2018	5	2100844	CTY ROAD	CHEBOYGAN CTY ROAD COMMISSION	CCM ROAD TRANSFER 10/9/18	75,071.97
10/31/2018	5	2100845	CTY ROAD	CHEBOYGAN CTY ROAD COMMISSION	CCM ROAD TRANSFERS 10/18/18	241,180.45
10/31/2018	5	2100846	CTY ROAD	CHEBOYGAN CTY ROAD COMMISSION	CCM ROAD TRANSFERS 10/22/18	68,071.44

5 TOTALS:

Total of 4 Checks:	544,713.09
Less 0 Void Checks:	0.00
Total of 4 Disbursements:	<u>544,713.09</u>

11/07/2018 07:23 AM
User: DWALINSKY
DB: Cheboygan

CHECK REGISTER FOR CHEBOYGAN COUNTY
CHECK DATE FROM 10/01/2018 - 10/31/2018

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
Bank 9 INMATE ACCOUNT						
10/05/2018	9	1196	INMATE	SHERIFF INMATE TRUST	INMATES MONEY PAYABLE	500.00
10/18/2018	9	1197	INMATE	SHERIFF INMATE TRUST	INMATES MONEY PAYABLE	200.00
10/18/2018	9	1198	INMATE	SHERIFF INMATE TRUST	INMATES MONEY PAYABLE	150.00
10/29/2018	9	1199	INMATE	SHERIFF INMATE TRUST	INMATES MONEY PAYABLE	1,800.00
10/31/2018	9	1200	INMATE	SHERIFF INMATE TRUST	INMATES MONEY PAYABLE	19,867.68

9 TOTALS:
Total of 5 Checks: 22,517.68
Less 0 Void Checks: 0.00
Total of 5 Disbursements: 22,517.68



98

Cheboygan County Board of Commissioners' Meeting November 13, 2018

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

Summary:

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

- The Civil Deputy Clerk in District Court is retiring at the end of the year. The District Court Judge is planning fill the position approximately 6 weeks before the planned retirement to provide training for the new employee. This budget adjustment decreases the Carried Forward Fund Equity expenditure line item and increases the Full-Time and Fringe expenditure line items by a total of \$5,418.
- When the 2018 original budget was adopted, the Chief Deputy Clerk position was budgeted for 23.5 pay periods by mistake. This position should be accounted for 26 pay periods during the year. This budget adjustment decreases the Carried Forward Fund Equity expenditure line item and increases the Full-Time and Fringe expenditure line items by a total of \$5,380.

Financial Impact:

None – inter-department budget transfer, no additional appropriations. (From 101-700 to 101-36 in the amount of \$5,418; From 101-700 to 101-215 in the amount of \$5,380)

Recommendation:

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

Prepared by: James Manko

Department: Finance

INTERBUDGET TRANSFERS and / or APPROPRIATIONS

DEPARTMENT	OPERATION	AMOUNT	FROM (Line Item # and Name)	TO (Line Item # and Name)
Clerk/Register	TRANSFER	\$600.00	101-700-955.01	101-215-712.00
			Carried Forward Fund Equity	Fringe
Clerk/Register	TRANSFER	\$4,780.00	101-700-955.01	101-215-718.00
			Carried Forward Fund Equity	Full Time
Dawn Reo was budgeted 23.5 weeks--carried over from 2017				
when promoted to Deputy Clerk		\$5,380.00		
	PREPARED BY: Diane Ogden			

Approved at the 11/13/18 BOC meeting - Use of Carried Forward Fund Equity (Future Fund Balance)
 Signed: _____
 Date: 11/13/18
 JEM



Cheboygan County Board of Commissioners' Meeting November 13, 2018

Title: Budget Adjustments – Raise Revenues and Expenditures

Summary:

General Fund – Fund 101

Department 139

The Crime Victim's Rights Grant new grant cycle (10/1/18 through 9/30/19) has begun. The grant award for this period is \$53,701. This budget adjustment provides for office supplies, postage, cell phone service and travel for the last quarter of the County's fiscal year; any remaining balance at December 31, 2018 will be carried over into the 2019 County budget. This budget adjustment raises the Grant revenue line item and raises the Office Supplies, the Postage, the Cell Phone and the Travel expenditure line items by a total of \$1,832.89.

Department 148

In October 2018, the State Court Administrator's Office notified the County of a 2018 pay increase for the Probate Judge. This salary is paid by the County and reimbursed by the State. This budget adjustment raises the Probate Judge's Salary revenue line item and the Probate Judge's Salary expenditure line item by \$726.

County Road Commission - Fund 201

The County Road Commission received and spent more road tax dollars than included in the amended 2018 budget. This fund is a flow-through for the County. This budget adjustment raises the Revenue Control revenue line item and the Withdrawal Transfers expenditure line item by \$2,492,351.

Cellular Phone Flow Through – Fund 230

More revenue was collected from the State of Michigan and passed through to CCE than was included in the 2018 budget. This budget adjustment raises the Cellular Phone Assessment revenue line item and the Distribution to CCE 911 expenditure line item by \$16,090.

Drug Court – Adult – Circuit – Fund 267

Department 134

The Drug Court was once again awarded a second grant for the 2018/2019 year in the amount of \$7,000. The Michigan Drug Court Grant Program grant cycle (10/1/18 through 9/30/19) has begun. This budget adjustment provides for Contractual Services for the last quarter of the County's fiscal year; any remaining balance at December 31, 2018 will be carried over into the 2019 County budget. This budget adjustment raises the State Grant revenue line item and raises the Contractual Services expenditure line items by \$6,519.

98

Department 165

The Circuit Court – Adult Drug Court’s Byrne Grant new grant cycle has begun (10/1/18 through 9/30/19). The grant award for this period was \$95,000. This budget adjustment provides for contractual services and travel for the last quarter of the County’s fiscal year; any remaining balance at December 31, 2018 will be carried over into the 2019 County budget. This budget adjustment raises the Grant revenue line item and raises the Contractual Services and Travel expenditure line items by a total of \$18,788.22.

Financial Impact:

Fund 101 total budget increase of \$2,558.89.
Fund 201 total budget increase of \$2,492,351.
Fund 230 total budget increase of \$16,090.
Fund 267 total budget increase of \$25,307.22.

Recommendation:

Motion to approve the budget adjustments to raise revenues and expenditures for \$2,536,307.11 in the line items provided in the following attachments.

Prepared by: James Manko

Department: Finance

RAISE REVENUE AND EXPENDITURE

General Fund - Fund 101

101-400-507.01 Prosecuting Attorney Victim's Rights Grant	\$1,832.89 +
101-139-727.00 Office Supplies	\$371.87 +
101-139-730.00 Postage	\$392.54 +
101-139-853.00 Cell Phone	\$900.00 +
101-139-863.10 Travel / Lodging / Meals Etc.	\$168.48 +

Note: To adjust the budget for the beginning of the new grant cycle.
10.1.18 through 9.30.19 No adjustment to wages as wages won't change
until 1.1.19.

Signed: Approved at the 11/13/18 BOC Meeting

Prepared by: James Manko

Post date: 10/1/2018



RAISE REVENUE AND EXPENDITURE

General Fund - Fund 101

101-400-541.00	\$726.00 +
Probate Judge's Salary State Reimbursement	

101-148-703.13	\$726.00 +
Probate Judge's Salary - State Reimbursed	

Signed: Approved at the 11/13/18 BOC Meeting

Prepared by: James Manko

JEM

RAISE REVENUE AND EXPENDITURE

County Road Fund - Fund 201

201-400-400.00 2,492,351.00 +
Revenue Control

Note: Current additional revenue through October is \$2,635,543.

201-253-700.50 2,492,351.00 +
Withdrawal Transfers

*Note: As of October 31 trend for total annual expenditures is \$9,581,354.
\$2,492,351 additional budget required.*

Note: The withdrawal budget was exceeded in October 2018 by \$893,459.

Signed: Approved at the 11/13/18 BOC Meeting

Prepared by: James Manko



Post date: 11/13/2018

Per Cheboygan County Road Commission 2018 Budget	
MI Transportation Funds - Primary	2,879,595
MI Transportation Funds - Local	2,278,197
MI Transportation Funds - Engineering	10,000
MI Transportation Funds - Snow	145,509
State/Federal Funds - Forest	119,633
MDOT Maintenance and Non-Maintenance	1,845,358
Total	<u>7,278,292</u>
Amount Included in the 2018 Budget	7,089,003
Amendment Required based on Road estimated budget to actual budget	189,289
Amendment Required based on projected 2018 expenditures	<u>2,303,062</u>
	<u>2,492,351</u>

RAISE REVENUE AND EXPENDITURE

Cellular Phone Flow Through - Fund 230

230-400-577.00 \$16,090.00 +
Cellular Phone Assessment

230-253-820.00 \$16,090.00 +
Distribution to CCE 911

Signed: Approved at the 11/13/18 BOC Meeting

Prepared by: James Manko

JEM

RAISE REVENUE AND EXPENDITURE

Drug Court - Adult - Circuit - Fund 267

267-400-554.00 \$6,519.00 +
MDCGP - State Grant

267-134-810.00 \$6,519.00 +
Contractual Services

Note: To adjust the budget for the beginning of the new grant cycle.
10.1.18 through 9.30.19

Signed: Approved at the 11/13/18 BOC Meeting

Prepared by: James Manko

Post date: 10/1/2018



RAISE REVENUE AND EXPENDITURE

Drug Court - Adult - Circuit - Fund 267

267-400-527.00 Federal - Byrne Grant	\$18,788.22 +
267-165-810.00 Contractual Services	\$18,483.22 +
267-165-863.10 Travel	\$305.00 +

Note: To adjust the budget for the beginning of the new grant cycle.
10.1.18 through 9.30.19 No adjustment to wages as wages won't change
until 1.1.19.

Signed: Approved at the 11/13/18 BOC Meeting

Prepared by: James Manko

Post date: 10/1/2018

JEM



Cheboygan County Board of Commissioners' Meeting November 13, 2018

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

Summary:

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

- The Overtime and Fringe line items in Probate Court were underestimated in the 2018 budget and therefore are insufficient. There are additional funds available in the Full-Time line to use as a result of a staff vacancy at the beginning of year. This budget adjustment decreases the Full-Time expenditure line item and increases the Fringe and Overtime line items by a total of \$1,469.
- The Equalization Director changed health insurance plan to family coverage during the year, which was not accounted for during the 2018 budget process. Therefore, the fringe budget is insufficient. There are available funds in the Full-Time line to cover the shortfall in Fringe. This budget adjustment decreases the Full-Time expenditure line item and increases the Fringe expenditure line item \$1,760.
- During the 2018 budget process, the uniform allowance for the Recreation Officer in the Sheriff's Office was budgeted in the wrong department by mistake. It was determined that available funds in the Fringe line be transferred to cover the shortfall. This budget adjustment decreases the Fringe expenditure line item and increases the Uniform Cleaning Allowance expenditure line item by \$100.
- During the 2018 budget process, Full-Time expenditure in Friend of the Court was underestimated as it was not updated by mistake. There are available funds in the Fringe line to cover the shortfall. This budget adjustment decreases the Fringe expenditure line item and increases the Full-Time expenditure line item by \$545.
- During 2018, the Deputy Juvenile/Probate Registrar received a raise that was not included in the 2018 original budget. However, it was determined that available funds in the Fringe be transferred to cover the shortfall. This budget adjustment decreases the Fringe expenditure line item and increases the Full-Time expenditure line item by \$300.

Financial Impact:

None – inter-department budget transfers, no additional appropriations (from 101-148 to 101-148 totaling \$1,469; From 101-225 to 101-225 totaling \$1,760; From 101-301 to 101-301 totaling \$100; From 215-141 to 215-141 totaling \$545 and from 292-150 to 292-150 totaling \$300).

Recommendation:

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

Prepared by: James Manko

Department: Finance

INTERBUDGET TRANSFERS and / or APPROPRIATIONS

DEPARTMENT	OPERATION	AMOUNT	FROM (Line Item # and Name)	TO (Line Item # and Name)
Probate	TRANSFER	\$1,400.00	101-148-718.00	101-148-712.00
			Full Time	Fringe
Probate	TRANSFER	\$69.00	101-148-718.00	101-148-704.05
			Full Time	Overtime
Extra in FT because vacancy between Courtney and Lucy and difference in pay. Not right % between Probate and child care for Denise and Mariah.		\$1,469.00		
PREPARED BY: Diane Ogden				

Approved at the 11/13/18 BOC meeting - Wage Related
 Signed _____
 Date 11/13/18 *GEM*

INTERBUDGET TRANSFERS and / or APPROPRIATIONS

DEPARTMENT	OPERATION	AMOUNT	FROM (Line Item # and Name)	TO (Line Item # and Name)
Sheriff Dept	TRANSFER	\$100.00	101-301-712.00	101-301-717.00
			Fringe	Uniform Cleaning Allow
Kelsey's allow paid out of 301 budgeted in 331 but no GL in 331				
for cleaning allowance				
	PREPARED BY: Diane Ogden			
			<i>Approved at the 11/13/18 BOC meeting - Wage Related</i>	
			<small>Signed</small> <i>JEM</i>	
			<small>Date</small> <i>11/13/18</i>	

INVESTMENT REPORT AS OF SEPT. 30, 2018

FUND	LOCATION	TYPE	RATE	ACCOUNT BALANCE	GENERAL LEDGER		
POINT & PAY	C.N.B.	CHECKING	0.1000%	\$287.43	N/A		
PAYROLL ACCOUNT	C.N.B.	CHECKING	0.1000%	\$3,104.04	N/A		
T & A	C.N.B.	CHECKING	0.1000%	\$8,158,545.17	\$6,221,667.58	701-721	
GENERAL	C.N.B.	CHECKING	0.1000%	\$5,871,472.80	\$7,798,121.71	101-802	
PREMIUM BUSINESS MONEY MARKET (CLOSED 5/7/2018)	PNC	PM	0.0000%	\$0.00			
COMMERCIAL MONEY MARKET (CLOSED 4/11/2018)	FIRST FEDERAL	PM	0.0000%	\$0.00			
PRIME SHARE SAVINGS	SAFCU	SAVINGS	0.4800%	\$512,065.42			
LIQUID ASSETS ACCOUNT	MICHIGAN CLASS	LQ	2.1700%	\$494,632.60			
INVERNESS SEWER PJT	C.N.B.	IMMA	0.1000%	\$5,363.99			
FAIR IMPRESS ACCOUNT	C.N.B.	CHECKING	0.0000%	\$1,222.63	\$415.86	561-000-004.04	
FAIR PREMIUM ACCOUNT	C.N.B.	CHECKING	0.0000%	\$2,840.38	\$1,971.40	561-000-004-05	
100% TAX FUND	C.N.B.	CHECKING	0.1000%	\$4,189,564.56	\$8,463,405.36	516-517	
2009 TAX FUND	PNC	IMMA	0.8000%	\$256,253.57			
TAX FUND CD DUE (07/19/19) #259282	C.N.B.	CD	0.6000%	\$1,075,840.06			
TAX FUND CD DUE (10/04/19) #259334	C.N.B.	CD	0.6000%	\$512,156.34			
TAX FUND CD DUE (11/08/19) #259362	C.N.B.	CD	0.6000%	\$644,097.82			
1996 TAX FUND CD DUE (07/01/19)	1ST COMMUNITY	CD	1.4000%	\$401,897.90			
COMMERCIAL MONEY MARKET (CLOSED 7/16/2018)	FIRST FEDERAL	PM	0.0000%	\$0.00			
COMMERCIAL MONEY MARKET	M BANK	PM	0.2500%	\$506,234.49			
PRIME SHARE SAVINGS	SAFCU	SAVINGS	0.4900%	\$865,993.39			
COUNTY ROAD SAVINGS	C.N.B.	IMMA	0.1000%	\$1,857,733.21	\$1,717,541.43	201	
COUNTY ROAD	1ST COMMUNITY	CHECKING	0.1001%	\$44,976.04			
COUNTY ROAD DEBT RET	C.N.B.	IMMA	0.1000%	\$319,675.31	\$319,651.03	352	
INMATE TRUST FUND - NEW ACCOUNT	C.N.B.	CHECKING	0.0000%	\$29,454.78	\$2,924.58	764	
FRIEND OF THE COURT	C.N.B.	CHECKING	0.0000%	\$6,026.00	\$200.00	706	
89TH DC - BOND ACCOUNT	C.N.B.	CHECKING	0.1000%	\$34,267.42	\$34,047.42	760	
				CASH AND INVESTMENTS PER THE BANK STATEMENTS	\$25,793,705.35	\$24,559,946.37	CASH AND INVESTMENTS
				IMPREST CASH - CASH ON HAND	\$2,045.00	\$2,045.00	IMPREST CASH
				TOTAL CASH AND INVESTMENTS	\$25,795,750.35	\$24,561,991.37	TOTAL CASH AND INVESTMENTS
				DIFFERENCE		\$1,233,758.98	RECONCILING ITEMS AS OF 9/30/18

***TYPE**

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

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



Cheboygan County Board of Commissioners' Meeting

MEETING DATE: November 13, 2018

Title: Michigan Drug Court Grant Program (MDCGP) Grant Contract for Cheboygan County Drug Court (FY2019)

Summary: The Cheboygan County Drug Court has been awarded a MDCGP Grant in the amount of \$7000 for fiscal year 2019 from the State Court Administrative Office. Approval of this Grant Contract and continued level of funding from Cheboygan County is requested to continue Drug Court operations.

Financial Impact: We will receive \$7000 MDCGP revenue and \$22,500 in Cheboygan County funds.

Recommendation:

Motion to approve the grant contracts between SCAO and Cheboygan County, and authorize the chair to sign two copies of same and all other required documentation after review by the Finance Director.

Prepared by:
Judge Scott Pavlich

Department: 53rd Circuit Court

**MICHIGAN SUPREME COURT
STATE COURT ADMINISTRATIVE OFFICE
MICHIGAN DRUG COURT GRANT PROGRAM
FY 2019 CONTRACT**

Grantee Name: 53rd Circuit Court — Hybrid DWI/Drug Court
Unique Identifier: 10075
Federal ID Number: 38-6004841
Contract Number: 13806
Grant Amount: \$7,000

1. GENERAL PROVISIONS

- 1.01 This contract is made between the State Court Administrative Office, Lansing, Michigan (SCAO) and the 53rd Circuit Court — Hybrid DWI/Drug Court.
- 1.02 This contract incorporates the Grantee's approved grant application request and most recently approved budget.
- 1.03 This contract is for the Michigan Drug Court Grant Program.
- 1.04 In consideration of the mutual promises and covenants in this contract, and the benefits to be derived from this contract, the parties agree as follows:

2. TERM OF CONTRACT

- 2.01 This contract commences on 10/1/2018 and terminates on 9/30/2019 at 11:59 p.m.

3. RELATIONSHIP

- 3.01 The Grantee is an independent contractor, and it is understood that the Grantee is not an employee of the SCAO. No employee, agent, or subrecipient subcontractor of the Grantee is an employee of the SCAO.
- 3.02 No liability or benefits, including, but not limited to, retirement benefits or liabilities, pension rights or liabilities, insurance rights or liabilities, fringe benefits, training, holiday pay, sick pay, vacation pay, or such other rights, provisions, or liabilities arising out of an agreement of hire or employer-employee relationship, either express or implied, shall arise or accrue to either party as a result of this contract. The Grantee is not eligible for, and will not participate in, any such benefits.
- 3.03 The Grantee is responsible for payment of all taxes, including federal, state, and local taxes arising out of the Grantee's activities in accordance with this contract, including, but not limited to, income taxes, social security taxes, unemployment insurance taxes, and any other taxes or fees.
- 3.04 The Grantee understands and agrees that all parties furnishing services pursuant to this contract are, for purposes of workers' compensation liability or other actions of employee-related liability, not employees of the SCAO. The Grantee bears the sole responsibility and liability for furnishing workers' compensation benefits to any of its employees for injuries arising from or connected with services performed pursuant to this contract.
- 3.05 The Grantee does not, and shall not, have the authority to enter into contracts on the SCAO's behalf.

4. SCOPE OF SERVICES

4.01 Upon signing of this contract, the SCAO agrees to provide funding from the Grant in an amount not to exceed the amount of this contract. In no event does this contract create a charge against any other funds of the SCAO or the Michigan Supreme Court.

4.02 The Grantee, and the Grantee's employees or subrecipient subcontractors, shall devote such time, attention, skill, knowledge, and professional ability as is necessary to most effectively and efficiently carry out and perform the services as described in this contract and in any amendments to this contract.

4.03 Commitment of state resources for the acquisition of goods and services, and execution of purchase orders, contracts, and similar agreements, shall remain the sole responsibility of the SCAO.

5. PERFORMANCE AND BUDGET

5.01 The SCAO agrees to provide the Grantee a sum not to exceed \$7,000 for the court program operated pursuant to this contract.

5.02 Grantee equipment purchases are prohibited.

5.03 The Grantee agrees that it will not expend funds obtained under this contract for any purpose other than those authorized in the administrative requirements specified in the application and most recently approved budget for the Grant, and will expend grant funds only during the period covered by this contract unless prior written approval is received from the SCAO.

5.04 The Grantee must sign up through the online vendor registration process to receive payments as Electronic Funds Transfers (EFT)/Direct Deposits. Registration information is available through the Department of Technology, Management, and Budget's website at: http://www.michigan.gov/budget/0,1607,7-157-13404_37161-179392--,00.html.

5.05 All reimbursements for the proper performance of the contract shall be made by the SCAO quarterly, upon submission by the Grantee of claims for approval by the SCAO. The claims shall include a specific amount of the hours worked, hourly salary, the detailed services provided by the Grantee or Grantee's staff, and/or the specific amount expended on supplies or operating costs necessary for program operation.

5.06 Requests for adjustments in expenditures within line items and between line item categories must be made using a Contract Amendment, within WebGrants, and approved by the SCAO. Budget deviation allowances are not permitted.

5.07 The Grantee shall make reasonable efforts to collect 1st and 3rd party fees, where applicable, and report these as outlined in the SCAO's fiscal procedures. Any under-recoveries of otherwise available fees resulting from failure to bill for eligible services will be excluded from reimbursable expenditures.

5.08 Reimbursements for travel (meals, lodging, mileage, etc.) cannot exceed the lesser of the Grantee's published travel rates or allowable State of Michigan travel rates. Exceptions to this for unusual situations require prior approval by the SCAO prior to incurring the expense.

6. CONDUCT OF THE PROJECT

6.01 The Grantee shall abide by all terms and conditions required in the application assurances, budget requirements, and the Grantee's approved program outline and most recently approved budget.

6.02 The Grantee agrees that funds awarded under this grant will not be used to support any inherently religious activities, such as worship, religious instruction, or proselytizing. If the

Grantee refers participants to, or provides, a non-federally funded program of service that incorporates such religious activities: (1) any such activities must be voluntary for program participants, and (2) program participants may not be excluded from participation in a program or otherwise penalized or disadvantaged for any failure to accept a referral or services. If participation in a non-federally funded program or services that incorporates inherently religious activities is deemed a critical treatment or support service for program participants, the Grantee agrees to identify and refer participants who object to the inherently religious activities of such program or service to a comparable secular alternative program or service.

7. ASSIGNMENT

7.01 The Grantee may not assign the performance under this contract to subcontract personnel except with the prior written approval of the SCAO.

7.02 All provisions and requirements of this contract shall apply to any subcontracts or agreements the Grantee may enter into in furtherance of its obligations under the contract.

7.03 The Grantee shall provide copies of all subrecipient subcontracts for services funded in whole or in part by this grant to the SCAO.

8. CONFIDENTIAL INFORMATION

8.01 In order that the Grantee's employees or subrecipient subcontractors may effectively provide fulfillment of this contract to the SCAO, the SCAO may disclose confidential or proprietary information pertaining to the SCAO's past, present, and future activities to the Grantee. All such information is proprietary to the SCAO and the Grantee shall not disclose such information to any third party without prior approval from the SCAO, unless disclosure is required by law or court order. If disclosure is required by law or court order, the SCAO will be notified of the request before disclosure. The Grantee agrees to return all confidential or proprietary information to the SCAO immediately upon the termination of this contract.

8.02 Both the SCAO and Grantee shall assure that medical services to, and information contained in the medical records of, persons served under the provisions of this contract or other such recorded information required to be held confidential by federal or state law, rule, or regulation, in connection with the provision of services or other activity under this agreement, shall remain confidential. Such information shall be held confidential, and shall not be divulged without the written consent of either the patient or a patient's legal guardian or person with other legal authority, except as may be otherwise required by applicable law or regulation. Such information may be disclosed in summary, statistical, or other form, if the disclosure does not directly or indirectly identify particular individuals.

9. HUMAN SUBJECTS

9.01 The Grantee must submit all research involving human subjects conducted in programs sponsored by the SCAO, or in programs that receive funding from or through the state of Michigan, to the Michigan Department of Health and Human Services' (MDHHS) Institutional Review Board (IRB) for approval prior to the initiation of the research.

10. HEALTH INSURANCE PORTABILITY AND ACCOUNTABILITY ACT, 42 CFR PART 2, AND MICHIGAN MENTAL HEALTH CODE

10.01 To the extent applicable, the Grantee assures and certifies that it is in compliance with the Health Insurance Portability and Accountability Act (HIPAA), 42 CFR Part 2, and the Michigan Mental Health Code, to the extent that this act and these regulations are pertinent to the services that the Grantee provides under this contract. These requirements include:

- A. The Grantee must not share any protected health or other protected data and information provided by the SCAO or any other source that falls within HIPAA, 42 CFR Part 2, and/or the Michigan Mental Health Code requirements, except to a subrecipient subcontractor as appropriate under this contract.
- B. The Grantee must require, in the terms and conditions of any subcontract, that the subrecipient subcontractor not share any protected health or other protected data and information from the SCAO or any other source that falls under HIPAA, 42 CFR Part 2, and/or Michigan Mental Health Code requirements.
- C. The Grantee must use protected data and information only for the purposes of this contract.
- D. The Grantee must have written policies and procedures addressing the use of protected data and information that falls under HIPAA, 42 CFR Part 2, and/or Michigan Mental Health Code requirements. The policies and procedures must meet all applicable federal and state requirements including HIPAA, 42 CFR Part 2, and/or Michigan Mental Health Code regulations. These policies and procedures must include restricting access to the protected data and information by the Grantee's employees.
- E. The Grantee must have a policy and procedure to report to the SCAO unauthorized use or disclosure of protected data and information that falls under HIPAA, 42 CFR Part 2, and/or Michigan Mental Health Code requirements of which the Grantee becomes aware.
- F. Failure to comply with any of these contractual requirements may result in the termination of this contract in accordance with section 18.
- G. In accordance with HIPAA, 42 CFR Part 2, and/or Michigan Mental Health Code requirements, the Grantee is liable for any claim, loss, or damage relating to its unauthorized use or disclosure of protected data and information received by the Grantee from the SCAO or any other source.

11. RIGHTS TO WORK PRODUCT

11.01 All reports, programs, manuals, tapes, listings, documentation, and any other work product prepared by the Grantee under this contract, and amendments thereto, shall belong to the SCAO and are subject to copyright or patent only by the SCAO. The SCAO shall have the right to obtain from the Grantee original materials produced under this contract and shall have the right to distribute those materials.

11.02 The SCAO grants the Grantee a royalty-free, nonexclusive license to use anything developed in the course of executing this contract if the work product enters the public domain.

11.03 The SCAO shall have copyright, property, and publication rights in all written or visual material or other work products developed in connection with this contract. The Grantee shall not publish or distribute any printed or visual material relating to the services provided under this contract without the prior explicit permission of the SCAO.

12. WRITTEN DISCLOSURE

12.01 The Grantee and the Grantee's employees or subrecipient subcontractors shall promptly disclose in writing to the SCAO all writings, inventions, improvements, or discoveries, whether copyrightable, patentable, or not, which are written, conceived, made, or discovered by the Grantee or the Grantee's employees or subrecipient subcontractors jointly with the SCAO or singly by Grantee or Grantee's employees or subrecipient subcontractors while engaged in activity under this contract. As to each such disclosure, the Grantee shall specifically point out the features or concepts that are new or different.

12.02 The SCAO shall have the right to request the assistance of the Grantee and Grantee's employees or subrecipient subcontractors in determining and acquiring copyright, patent, or other such protection at the SCAO's invitation and request.

12.03 The Grantee represents and warrants that there are at present no such writings, inventions, improvements, or discoveries (other than in a copyright, copyright application, patent, or patent application) that were written, conceived, invented, made, or discovered by the Grantee or the Grantee's employees before entering into this contract, and which the Grantee or the Grantee's employees desire to remove from the provisions of this contract, except those specifically set forth by attachment hereto.

13. INSURANCE

13.01 The Grantee shall carry insurance coverage or self-insurance in such amounts as necessary to cover all claims arising out of the Grantee's operations under the terms of this contract.

14. LIABILITY

14.01 All liabilities, obligations, damages, penalties, claims, costs, fees, charges, and expenses (including, but not limited to, fees and expenses of attorneys, expert witnesses, and other consultants) resulting from claims, demands, costs, or judgments arising out of activities or services carried out by the Grantee in the performance of this contract, shall be the responsibility of the Grantee, and not the responsibility of the SCAO. Nothing in this subsection is, nor shall be construed as, a waiver of governmental immunity.

14.02 The SCAO is not responsible and will not be subject to any liability for any claim related to the loss, damage, or impairment of Grantee's property and materials or the property and materials of the Grantee's employees or subrecipient subcontractors, used by the Grantee pursuant to the Grantee's performance under this contract.

14.03 The Grantee warrants that it is not subject to any nondisclosure, noncompetition, or similar clause with current or prior clients or employers that will interfere with the performance of this contract. The SCAO will not be subject to any liability for any such claim.

14.04 In the event any action or proceeding is brought against the Grantee by reason of any claim due or claimed to be due to Grantee's performance covered under this contract, the Grantee will, at the Grantee's sole cost and expense, resist or defend the action or proceeding as the Grantee deems appropriate. The Grantee retains sole authority and discretion to resolve and settle any such claims.

15. ACQUISITION, ACCOUNTING, RECORDKEEPING, AND INSPECTION

15.01 The Grantee agrees that all expenditures from this contract, including the acquisition of personnel services, contractual services, and supplies, shall be in accordance with: (1) the standard procedures of the Grantee's funding unit, and (2) the administrative and budget requirements of the grant.

15.02 The Grantee agrees to maintain accounting records following generally accepted accounting principles for the expenditure of funds for the purposes identified in the approved grant request, most recently approved budget, and any applicable approved contract addendum and/or budget amendment.

15.03 The Grantee agrees that the Michigan Supreme Court, the SCAO, the local government audit division of the Michigan Department of Treasury, the State Auditor General, or any of their duly authorized representatives, including program evaluators and auditors, shall have access to and the right to examine, audit, excerpt, copy, or transcribe any pertinent transaction, books, accounts, data, time cards, or other records related to this contract. The Grantee shall retain all books and records, including all pertinent cost reports, accounting and financial records, or other documents related to this contract, for five years after final payment at the Grantee's cost. Federal and/or state auditors, and any persons duly authorized by the SCAO, shall have full access to and the right to examine and audit any of the materials during the term of this contract and for five years after final payment. If an audit is initiated before the expiration of the five-year period, and extends past that period, all documents shall be maintained until the audit is complete. The SCAO shall provide audit findings and recommendations to the Grantee. The SCAO may adjust future or final payment if the findings of the audit indicate over- or under-payment to the Grantee for the period audited, subject to the availability of funds for such purposes. If an audit discloses an overpayment to the Grantee, the Grantee shall immediately refund all amounts that may be due to the SCAO. Failure of the Grantee to comply with the requirements of this section shall constitute a material breach of this contract upon which the SCAO may cancel, terminate, or suspend this contract.

15.04 The Grantee's accounting system must maintain a separate fund or account that segregates grant contract receipts and expenditures from other receipts and expenditures of the Grantee.

16. PROGRAM REVIEW AND MONITORING

16.01 The Grantee shall give the SCAO and any of its authorized agents access to the court at any reasonable time to evaluate, audit, inspect, observe, and monitor the operation of the program. The inspection methods that may be used include, but are not limited to onsite visits, interviews of staff and participants, and review of case records, receipts, monthly/quarterly statistical reports, and fiscal records.

17. REPORTS

17.01 The Grantee agrees to submit timely, complete, and accurate reports as identified in Attachment A.

17.02 The data for each participant who is screened or accepted into the program must be entered into the Drug Court Case Management Information System (DCCMIS).

17.03 The Grantee is responsible for the timely, complete, and accurate submission of each required report and data as outlined above.

17.04 If any report is 30 days past due, a delinquency notice will be sent via email notifying the Grantee that it has 15 days to comply with the reporting requirement. Forty-five days past the due date, a forfeiture notice will be sent to the Grantee via the U.S. Postal Service notifying it that its funding award has been rescinded due to contract noncompliance.

18. REDUCTION/SUSPENSION/TERMINATION

18.01 In addition to forfeiture under section 17, the SCAO and/or the Grantee may reduce the Project Budget and/or suspend this agreement and/or terminate this agreement without further liability or penalty to the SCAO as follows:

18.02 If any of the terms of this agreement are not adhered to, Suspension requires immediate action by the Grantee to comply with this agreement's terms; otherwise, termination by the SCAO may occur:

18.03 Each party has the right to terminate this contract without cause by giving written notice to the other party of such termination at least 15 days before the effective date of such termination. Such written notice will provide valid, legal reasons for termination along with the effective date.

18.04 Failure of the Grantee to make satisfactory progress toward the goals, objectives, or strategies set forth in this agreement. Failure under this subsection includes (but is not limited to) a determination by the SCAO after second quarter claims are submitted, in its sole discretion, that project funds are not reasonably likely to be fully expended by the end of the Fiscal Year

18.05 This contract may be terminated immediately without further financial liability to the SCAO if funding for this contract becomes unavailable to the SCAO.

18.06 Proposing or implementing substantial plan changes to the extent that, if originally submitted, the application would not have been selected for funding.

18.07 Filing false certification in this agreement or other report or document.

18.08 This agreement may be terminated immediately if the Grantee, an official of the Grantee, or an owner of a 25 percent or greater share of the Grantee is convicted of a criminal offense incident to the application for or performance of a State, public, or private grant or subcontract; or convicted of a criminal offense including but not limited to the following: embezzlement, theft, forgery, bribery, falsification or destruction of records, receiving stolen property, attempting to influence a public employee to breach the ethical conduct standards for State of Michigan employees; convicted under State or Federal antitrust statutes; convicted of any other criminal offense which reflects on the Grantee's business integrity.

18.09 If a grant is terminated by the SCAO for failure to meet the grant management requirements, the Grantee shall not be eligible to seek grant funding from the SCAO MDC grant program for a period of two years. In order to obtain grant funding after the two-year period, the Grantee will be required to submit written assurances that the identified deficiencies have been corrected. Additionally, the Grantee may be required to submit monthly financial reports to allow for increased financial monitoring.

19. COMPLIANCE WITH LAWS

19.01 The Grantee shall comply with all applicable laws, ordinances, and codes of the federal, state, and local governments.

20. MICHIGAN LAW

20.01 This contract shall be subject to, and shall be enforced and construed under, the laws of Michigan.

21. CONFLICT OF INTEREST

21.01 The Grantee presently has no personal or financial interest, and shall not acquire any such interest, direct or indirect, that would conflict in any manner or degree with the performance of this contract.

27. DELIVERY OF NOTICE

27.01 Written notices and communications required under this contract shall be delivered by electronic mail, regular mail, overnight delivery, or facsimile device to the following:

- A. The Grantee's contact person is Nicole Pawlowski, 53rd Circuit Court, 870 S. Main Street, Cheboygan, MI 49721.
- B. The SCAO's contact person is Andrew Smith, State Court Administrative Office, Michigan Hall of Justice, P.O. Box 30048, Lansing, MI 48909.

28. SIGNATURE OF PARTIES

28.01 This contract becomes effective when signed by the parties.

IN WITNESS WHEREOF, the SCAO and the Grantee have executed this contract:

53rd Circuit Court — Hybrid DWI/Drug Court

By: _____
Authorizing Official (Signature)

Authorizing Official (Print Name and Title)

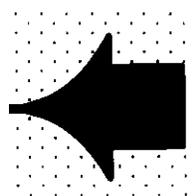
Date: _____

Authorizing Official: Must be a person who is authorized to enter into a binding contract for the entity receiving funds. *The authorizing official may not be a judge or other state employee.* The authorizing official is normally from the Executive or Legislative Branch of the entity (e.g., City Manager, Mayor, Council President, Board Chairperson, Chief Financial Officer, etc.).

STATE COURT ADMINISTRATIVE OFFICE

By: _____
Chief Operating Officer

Date: _____



ATTACHMENT A
MICHIGAN DRUG COURT GRANT PROGRAM
FY 2019 REPORTING REQUIREMENTS
October 1, 2018, through September 30, 2019

DCCMIS DATA EXCEPTION REPORT	
DUE DATE	NOTE
February 15, 2019	Courts will be reviewing error reports reflecting data entered into DCCMIS for the time period of October 1, 2018, through December 31, 2018.
May 15, 2019	Courts will be reviewing error reports reflecting data entered into DCCMIS for the time period of January 1, 2019, through March 31, 2019.
August 15, 2019	Courts will be reviewing error reports reflecting data entered into DCCMIS for the time period of April 1, 2019, through June 30, 2019.
November 15, 2019	Courts will be reviewing error reports reflecting data entered into DCCMIS for the time period of July 1, 2019, through September 30, 2019.

DCCMIS USER AUDIT	
DUE DATE	NOTE
January 31, 2019	Courts will be confirming user access to DCCMIS.

CLAIMS REPORTS	
DUE DATE	NOTE
January 10, 2019	Courts will be reporting on expenditures from October 1, 2018, through December 31, 2018.
April 10, 2019	Courts will be reporting on expenditures from January 1, 2019, through March 31, 2019.
July 10, 2019	Courts will be reporting expenditures from April 1, 2019, through June 30, 2019.
October 10, 2019	Courts will be reporting expenditures from July 1, 2019, through September 30, 2019.

PROGRESS	
DUE DATE	NOTE
October 30, 2019 Year-End Report	Courts will be reporting on progress made during the grant period – October 1, 2018, through September 30, 2019.



Cheboygan County

Board of Commissioners' Meeting

November 13, 2018

Title: MDOT Contract 2017-0032/P9 FY 2018-2019 Specialized Services Operating Assistance Program.

Summary: Annually Cheboygan County is awarded this grant from MDOT for specialized services for the Cheboygan County Council on Aging's transportation. The grant period is for October 1, 2018 through September 30, 2019. The funding is for \$25,000. This contract has been reviewed and approved by civil counsel in the past and has no changes other than dates.

Financial Impact: CCCOA is a sub-recipient for MDOT funds totaling \$25,000 by way of this grant through the County of Cheboygan.

Recommendation: Recommendation that the Board of Commissioners approve the FY 2018-2019 Specialized Services operating assistance program between MDOT, Cheboygan County for Transportation expenses @ \$1.20 per mile up to \$25,000 for the time period of October 1, 2018 through September 30, 2019 and authorize the Board Chairperson to sign.

Prepared by: Michael Couture
Transportation Director

Department: Straits Regional Ride

Unsigned Copy
For Your Files

Date: August 27, 2018
Agreement No.: 2017-0032
Authorization No.: P9
Job No.: 204435
Agenda: MA

**PROJECT AUTHORIZATION
CHEBOYGAN COUNTY BOARD OF COMMISSIONERS
FY 2019 SPECIALIZED SERVICES
OPERATING ASSISTANCE PROGRAM**

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

Authorization Effective Date: October 1, 2018
Authorization Expiration Date: September 30, 2019

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

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

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

<u>Line No.</u>	<u>Agency/Subrecipient</u>	<u>Activity Code</u>	<u>Funding Rate</u>	<u>Maximum Funding</u>
1	Cheboygan County Council on Aging	898	\$1.20/mile	\$25,000

Funding source:
2019/65150/1120 \$25,000 (S)

PRF No.: 2018-818

CHEBOYGAN COUNTY BOARD OF COMMISSIONERS

Signature

Print Name and Title

Signature

Print Name and Title

MICHIGAN DEPARTMENT OF TRANSPORTATION

Title: Department Director



Cheboygan County

Board of Commissioners' Meeting

November 13, 2018

Title: Specialized Services Operating Assistance Program Third Party Contract 2017-0032/P9

Summary: This contract serves as the mechanism to pass through the MDOT funds awarded to the County of Cheboygan for operating assistance to the CCOA. This is a standard yearly boiler plate contract which has been reviewed by civil counsel in the past and has had no changes other than the dates and contract numbers.

Financial Impact: (None)

Recommendation: Motion to approve the Third Party Contract and authorize the Chair to sign and authorize Finance to pass on the monies to the CCOA.

Prepared by: Mike Couture

Department: Straits Regional Ride

**SPECIALIZED SERVICES OPERATING ASSISTANCE PROGRAM
THIRD-PARTY CONTRACT
-- Subrecipient Provides the Transportation Service --**

PRIME CONTRACT NUMBER 2017-0032/P9

THIS CONTRACT is made and entered into this 13th day of November A.D. 2018, by and between the County of Cheboygan, (hereinafter referred to as the AGENCY), and the Cheboygan County Council on Aging, (hereinafter referred to as the SUBRECIPIENT).

SECTION 1. DEFINITIONS

PROGRAM	Means the Michigan Specialized Services Operating Assistance program designed primarily for seniors and handicappers as defined under Section 10e(4)(c)(i) of Act 51, of the Public Acts of 1951, as amended.
DEPARTMENT	Means the Michigan Department of Transportation.
AGENCY	Means the eligible authority, eligible governmental agency, or organization representing Specialized Services interests which is receiving funds from the Department under the PROGRAM.
SUBRECIPIENT	Means the organization which will provide the transit services with funds received under this contract.
APPLICATION	Means the AGENCY'S application, submitted in cooperation with the SUBRECIPIENT, for funding from this PROGRAM for the period from October 1, 2018, to September 30, 2019.

SECTION 2. PURPOSE

The purpose of this contract is to provide operating assistance funding received from the DEPARTMENT PROGRAM, to the SUBRECIPIENT. The transit services provided shall be as described in the APPLICATION and as approved for funding by the DEPARTMENT.

SECTION 3. THE AGENCY SHALL:

- a. Assure that the transit service provided is consistent with the service described in the APPLICATION and approved for funding by the DEPARTMENT.
- b. Prepare and submit appropriate information to the DEPARTMENT as set forth in Attachment "B", attached hereto, and made a part hereof, in order to qualify the service for state financial assistance. Said report shall be submitted to the DEPARTMENT forty (40) days after the end of each state fiscal year quarter.
- c. Pay to the SUBRECIPIENT, the state funds designated for the relevant transit service within 10 working days of receipt from the DEPARTMENT.
- d. Notify the SUBRECIPIENT within five days of receipt of any written requests for information by the DEPARTMENT, or restrictions required by the DEPARTMENT, concerning the transit service.
- e. Inform the SUBRECIPIENT of any transit services changes, or changes in state or federal law or programs known to the AGENCY, which could impact the transit services being provided by the SUBRECIPIENT.

- f. Strive to coordinate transit services within its service area.

SECTION 4. THE SUBRECIPIENT SHALL:

- a. Provide transit services as described in the APPLICATION and as approved for funding by the DEPARTMENT.
- b. Use the DEPARTMENT's current "Local Public Transit Revenue Expense Manual" in the determination of eligible project costs, if the SUBRECIPIENT receives funding from other DEPARTMENT operating assistance programs. All other providers shall use the DEPARTMENT's current "Revenue Expense and Nonfinancial Data Definition Manual for Specialized Services Agencies."
- c. Complete and submit to the AGENCY, the information required by the DEPARTMENT on the quarterly reporting form (Attachment B) within 20 days after the end of each state fiscal year quarter.
- d. Establish and maintain books, records, documents, and other accounting records in accordance with generally accepted governmental accounting principles.
- e. Permit the AGENCY or the DEPARTMENT to audit all data and records relating to the transit service financed in part or in whole by the PROGRAM. The SUBRECIPIENT shall retain and allow access to all data and records pertaining to this contract until three (3) years after the final payment by the DEPARTMENT.
- f. In addition to any policy of insurance and the protection afforded thereby, the SUBRECIPIENT agrees to indemnify and save harmless the State of Michigan, the DEPARTMENT, and the AGENCY, and all officers, agents, and employees thereof, from any and all claims and losses occurring or resulting to any and all persons, firms, or corporations furnishing or supplying work, services, materials, or supplies to the SUBRECIPIENT in connection with this Contract.
- g. Inform the AGENCY of any event which may have significant potential impact on the transit service, its control, or cost.
- h. Cooperate with the AGENCY, other SUBRECIPIENTS, and other service providers in coordinating transportation services.
- I. In connection with the acceptance of this Contract, agrees to comply with the State of Michigan provisions for "Prohibition of Discrimination in State Contracts", as set forth in Appendix A, dated June 2011, attached hereto, and made a part hereof. The SUBRECIPIENT further covenants that it will comply with the Civil Rights Act of 1964, being P.L. 88-352, 78 Stat. 241, as amended, being Title 42 U.S.C. Sections 1971, 1975a-1975d, and 2000a-2000h-6 and will require similar covenants on the part of any contractor or subcontractor employed in the performance of the project for which this Contract is made.
- j. Shall carry and maintain, as a minimum, insurance as detailed in Exhibit "A" dated November 5, 2005 attached hereto, and made a part hereof, if vehicles are being operated for the purposes of providing transit services funded under this contract.

SECTION 5. IT IS FURTHER AGREED THAT:

- a. Neither the AGENCY nor the SUBRECIPIENT shall alter the transit service described in the APPLICATION and as approved for funding by the DEPARTMENT without the written approval of the DEPARTMENT.
- b. The AGENCY's maximum funding to the SUBRECIPIENT for transit services provided is Twenty Five Thousand, Dollars (\$25,000). Reimbursement will be at the rate of \$1.20 per mile.

- c. This contract will cover the period commencing October 1, 2018, and extending through September 30, 2019.
- d. The AGENCY or the SUBRECIPIENT may, by a thirty- (30) day written notice, suspend any or all of the rights and obligations under this Contract until such time as the event or condition resulting in such suspension has ceased or been corrected.
- e. The SUBRECIPIENT agrees to repay any funds overpaid by the AGENCY.
- f. If the DEPARTMENT reduces the payment to the AGENCY, the AGENCY will accordingly reduce the payment to the SUBRECIPIENT.
- g. All terms and conditions included in prime contract 2017-0032/P9 are incorporated into the subcontract. If in event of a conflict between the terms and conditions of the subcontract and the prime agreement, the prime agreement prevails.

SECTION 6. In witness hereof, the parties hereto have caused this contract to be executed.

FOR THE Cheboygan County Council on Aging

BY _____

TITLE _____

FOR THE County of Cheboygan Board of Commissioners

BY _____

TITLE _____

APPENDIX A
PROHIBITION OF DISCRIMINATION IN STATE CONTRACTS

In connection with the performance of work under this contract; the contractor agrees as follows:

1. In accordance with Act No. 453, Public Acts of 1976, the contractor hereby agrees not to discriminate against an employee or applicant for employment with respect to hire, tenure, terms, conditions, or privileges of employment, or as a matter directly or indirectly related to employment, because of race, color, religion, national origin, age, sex, height, weight, or marital status. Further, in accordance with Act No. 220, Public Acts of 1976 as amended by Act No. 478, Public Acts of 1980 the contractor hereby agrees not to discriminate against an employee or applicant for employment with respect to hire, tenure, terms, conditions, or privileges of employment, or a matter directly or indirectly related to employment, because of a disability that is unrelated to the individual=s ability to perform the duties of a particular job or position. A breach of the above covenants shall be regarded as a material breach of this contract.
2. The contractor hereby agrees that any and all subcontracts to this contract, whereby a portion of the work set forth in this contract is to be performed, shall contain a covenant the same as herein above set forth in Section 1 of this Appendix.
3. The contractor will take affirmative action to insure that applicants for employment and employees are treated without regard to their race, color, religion, national origin, age, sex, height, weight, marital status or a disability that is unrelated to the individual=s ability to perform the duties of a particular job or position. Such action shall include, but not be limited to, the following: employment, upgrading, demotion or transfer, recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship.
4. The contractor will, in all solicitations or advertisements for employees placed by or on behalf of the contractor, state that all qualified applicants will receive consideration for employment without regard to race, color, religion, national origin, age, sex, height, weight, marital status or disability that is unrelated to the individual=s ability to perform the duties of a particular job or position.
5. The contractor or his collective bargaining representative will send to each labor union or representative of workers with which he has a collective bargaining agreement or other contract or understanding, a notice advising the said labor union or workers= representative of the contractor=s commitments under this appendix.
6. The contractor will comply with all relevant published rules, regulations, directives, and orders of the Michigan Civil Rights Commission which may be in effect prior to the taking of bids for any individual state project.
7. The contractor will furnish and file compliance reports within such time and upon such forms as provided by the Michigan Civil Rights Commission, said forms may also elicit information as to the practices, policies, program, and employment statistics of each subcontractor as well as the contractor himself, and said contractor will permit access to his books, records, and accounts by the Michigan Civil Rights Commission and/or its agent, for purposes of investigation to ascertain compliance with this contract and relevant with rules, regulations, and orders of the Michigan Civil Rights Commission.
8. In the event that the Civil Rights Commission finds, after a hearing held pursuant to its rules, that a contractor has not complied with the contractual obligations under this agreement, the Civil Rights Commission may, as part of its order based upon such findings, certify said findings to the Administrative Board of the State of Michigan, which Administrative Board may order the cancellation of the contract found to have been violated and/or declare the contractor ineligible for future contracts with the state and its political and civil subdivisions, departments, and officers, and including the governing boards of institutions of higher education, until the contractor complies with said order of the Civil Rights Commission. Notice of said declaration of future ineligibility may be given to any or all of the persons with whom the contractor is declared ineligible to contract as a contracting party in future contracts. In any case before the Civil Rights Commission in which cancellation of an existing contract is a possibility, the contracting agency shall be notified of such possible remedy and shall be given the option by the Civil Rights Commission to participate in such proceedings.
9. The contractor will include, or incorporate by reference, the provisions of the foregoing paragraphs (1) through (8) in every subcontract or purchase order unless exempted by the rules, regulations or orders of the Michigan Civil Rights Commission, and will provide in every subcontract or purchase order that said provisions will be binding upon each subcontractor or seller. March, 1998

**SPECIALIZED SERVICES QUARTERLY
OPERATING REPORT**

ATTACHMENT B

AGENCY/G
RANTEE

SUBRECIPIENT

Reporting
Period:

to

	V eh icl e M ile s	One-Way Passenger Trips			Total Passengers
		Seniors	Se nio r Ha ndi cap per s	Handicapp ers	
Specialized Services-within service area					
Specialized Services (Volunteer Driver)-outside service area					
Totals					

61 616-04 61 617-04 615-4 620-04
1- 8-
04 04

Expense Schedule

501 & 502	Labor & fringe benefits	\$	_____
503 & 504	Services, materials & supplies (gas, oil, parts, work performed by another agency)		_____
506	Casualty & Liability Insurance		_____
508	Purchased transportation service:		
	Within Service Area		_____
	Outside Service Area (Volunteer Driver)		_____
512	Leases & Rentals		_____
513	Depreciation & amortization*		_____
505,507,509,510,& 511	All other		_____
549	Total Operating Expenses	\$	=====

Revenue Schedule

401	Passenger fares (paid by rider)	\$	_____
402	Special fares (paid by other organizations)		_____
409 & 410	Local (list)		_____
411 & 412	State (list)		_____

413

Federal
(list)

Other (list)

499

Total Revenues

\$

*Include only the depreciation on items purchased with local funds.

I hereby certify that the data submitted in this report was incurred solely through the provision of continuation services as described in our Specialized Services application, and as approved for funding by the Department.

Signature

Title

Date

EXHIBIT A

INSURANCE REQUIREMENTS

All insurance coverage provided relative to this Contract is primary and none contributing to any comparable insurance (including self-insurances) carried by the STATE. The AGENCY also agrees to provide evidence that all applicable insurance policies contain a waiver of subrogation by the insurance company.

The AGENCY will comply with the following insurance requirements as applicable:

1. Vehicle Insurance

- a. Motor vehicle insurance as required by P.A. 218 of 1956, as amended by P.A. 294 of 1972, the Michigan No-Fault Insurance Law.
 - i. Personal Injury Protection (PIP) as required by MCL 500.3101(1).
 - ii. Property Protection Insurance (PPI) as required by MCL 500.3101(1).
 - iii. Residual Liability Insurance as required by MCL 500.3101(1).
 - iv. Self-insurance may be utilized provided the appropriate coverage, limits, and Secretary of State certification is provided. A One Million Dollar (\$1,000,000) minimum per occurrence limit should be carried.
- b. Collision coverage as provided in P.A. 218 of 1956, MCL 500.3037 and comprehensive coverage as provided in P.A. 218 of 1956, MCL 500.2102 shall be carried. Both collision coverage and comprehensive coverage will be for the actual cash value of the vehicle. The amount of deductible for collision coverage and comprehensive coverage will be determined by the AGENCY and will be payable by the AGENCY. The AGENCY with prior STATE approval may self-insure the collision and comprehensive coverage.
- c. The coverage specified above will name the AGENCY and the STATE as the insured.
- d. Before starting work, the AGENCY will give the STATE a certificate of insurance certifying that at least the minimum coverage required herein are in effect and specifying that the coverage will not be canceled, non-renewed, or materially changed by endorsement or through issuance of other policy(ies) of insurance without thirty (30) days advance written notice to the STATE. Renewals will be procured at least thirty (30) days prior to expiration of said policies.

2. Facility and/or Equipment Insurance (Non-vehicle) and Bonds

- a. Insurance – During the term of this Agreement, the AGENCY will:
 - i. Keep all buildings, improvements, and equipment in, on, or appurtenant to the transportation facility or premises at the commencement of construction and

thereafter, including all alterations, building, rebuilding, replacements, changes, additions, and all improvements, insured against loss, and all perils, in an amount not less than ninety percent (90%) of the full replacement value thereof with a deductible not to exceed Ten Thousand Dollars (\$10,000). The AGENCY will be responsible for the payment of any deductible. The AGENCY will maintain an annual inventory of all equipment purchased under this Agreement with current dollar values.

- ii. Provide Commercial General Liability Insurance covering all operations by or on behalf of AGENCY against claims for personal injury (including bodily injury and death) and property damage in the minimum amount of One Million Dollars (\$1,000,000) each occurrence, and Two Million Dollars (\$2,000,000) general aggregate.
- iii. Before starting work, the AGENCY will give the STATE a certificate of insurance certifying that at least the minimum coverage required herein is in effect and specifying that the coverage will not be canceled, non-renewed, or materially changed by endorsement or through issuance of other policy(ies) of insurance without thirty (30) days advance written notice to the STATE. Renewals will be procured at least thirty (30) days prior to expiration of said policies.

b. Bonds

The AGENCY will require the successful bidder to procure and deliver to the AGENCY a Performance Bond and a Lien Bond each in an amount equal to the Agreement price, underwritten by a surety licensed to do business in Michigan, naming the AGENCY as the obligee. Such bonds will be delivered to the AGENCY prior to any construction work being performed.



Cheboygan County

Board of Commissioners' Meeting

November 13, 2018

Title: Transportation Agreement between Cheboygan County, on behalf of Straits Regional Ride (SRR) and Emmet County

Summary: Original agreement approved at the October 10, 2018 Board Meeting identified SRR would provide 31 hours of route coverage per day. There was an error in the number of hours in the agreement, should have identified 33.5 hours per day of Public Transit in Emmet County.

Financial Impact: (0)

Recommendation: Motion for the Board to approve corrected Transportation Agreement between Cheboygan County, on behalf of Straits Regional Ride (SRR) and Emmet County and authorize the Chair to sign.

Prepared by: Michael Couture

Department: Straits Regional Ride

**TRANSPORTATION AGREEMENT
BETWEEN
CHEBOYGAN COUNTY, ON BEHALF OF
STRAITS REGIONAL RIDE (SRR),
AND EMMET COUNTY**

THIS AGREEMENT is effective January 1, 2019 between Cheboygan County, a Michigan political subdivision, whose address is 870 South Main Street, Cheboygan, Michigan 49721 on behalf of the Straits Regional Ride (SRR), a department of Cheboygan County, and Emmet County, a Michigan political subdivision, whose address is 200 Division Street, Petoskey, Michigan 49770.

Recitals

- A. The SRR operates a regional bus system for the purpose of providing public transportation services within its service area.
- B. Emmet County is located immediately west of Cheboygan County and desires to contract with SRR to provide public transportation services within selected areas of Emmet County.
- C. SRR has the capacity and ability to provide the needed transportation services within those selected areas of Emmet County.
- D. The parties, therefore, desire to specify their respective rights and obligations for the transportation services in this written agreement.

Agreement

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

1. Emmet County hereby engages the services of SRR to provide public transportation services within Emmet County under the terms and conditions of this agreement. The transportation services contemplated under this agreement are in addition to other transportation services provided in other agreements between the parties.
2. The parties hereby acknowledge and agree that SRR's primary responsibility in providing the transportation services contemplated by this agreement is providing those transportation services in compliance with all applicable state and federal regulations governing the operations of SRR.
3. In addition to the annual Letter of Understanding between SRR and Emmet County, SRR shall provide public transportation services within Emmet County through the addition of three new bus routes, to be known as Routes 11, 12, and 13. Two of the additional routes shall be flex routes that shall operate throughout

Emmet County and one of the additional routes shall be a route that responds to caller-initiated transportation requests (Dial-a-Ride Service) in downtown Petoskey and the immediately surrounding areas. The parties shall define in writing from time to time, as needed, the service areas for the three additional routes as service history is developed to maximize transportation services in the most cost-effective manner possible. The three additional routes shall operate Monday through Friday, with Route 11 beginning at 6:00 a.m., Route 12 beginning at 6:30 a.m., and Route 13 beginning at 7:30 a.m., with a total service time for all three additional routes of thirty-three and one half (33.5) hours each service day.

4. SRR hereby reserves the right to inspect the private driveways of transportation customers to ensure that transportation services can be provided using those driveways in safe manner. SRR also hereby reserves the right to refuse transportation services using private driveways, when in SRR's sole discretion, it determines that such transportation services cannot be provided in a safe manner. Finally, SRR hereby reserves the right during inclement weather to limit or cease transportation services, when in SRR's sole discretion, it determines that such transportation services cannot be provided in a safe manner.
5. The parties hereby acknowledge and agree that nothing in this agreement impacts or alters the meeting schedule of the Straits Regional Ride Board, as determined from time to time by that Board.
6. The SRR Director and the Emmet County Administrator shall meet as needed to discuss issues related to the transportation services contemplated by this agreement. Either party may request such a meeting by providing written notice to the other party no less than 10 days prior to the requested meeting. The parties hereby agree to use their best efforts to resolve scheduling and other problems as they may occur.
7. The parties hereby agree that SRR shall not provide transportation services under this agreement on the following holidays and other days: New Years Eve Day, New Years Day, Good Friday, Memorial Day, Independence Day (July 4th), Labor Day, Thanksgiving Day, the day following Thanksgiving, Christmas Eve Day, and Christmas Day.
8. SRR shall collect operational statistics for each additional route provided under this agreement. These statistics shall then be compiled into monthly and quarterly reports, filed with the state for SRR's compliance requirements, and provided to the Emmet County Administrator. The statistics shall reflect the following passenger categories: Emmet County passengers, Cheboygan County passengers, and total passengers. These passenger categories shall then each be broken down into the following fare subcategories: student fare passengers, full fare passengers, half fare passengers, senior fare passengers, disabled fare passengers, elderly and disabled fare passengers, contract passengers, and general fare passengers. Finally, the following statistics shall be compiled for

each additional route provided under this agreement: bicycles transported, vehicle hours, fuel used, miles driven, and transportation service days provided each month. In addition to the statistics for each additional route provided under this agreement, SRR shall collect operational statistics for all other transportation service routes provided by SRR in Emmet County using the same statistical categories and subcategories specified above. When possible, the current statistics and the same statistics from the previous year shall be provided.

9. Emmet County shall pay SRR for the transportation services provided under this agreement TWO HUNDRED NINE THOUSAND FIVE HUNDRED SEVENTY-ONE and 44/100 DOLLARS (\$209,571.44), in monthly installments of SEVENTEEN THOUSAND FOUR HUNDRED SIXTY-FOUR and 29/100 DOLLARS (\$17,464.29). SRR shall send Emmet County a written invoice for each installment payment no later than the 15th day of the month for the transportation services provided in the previous month. Emmet County shall make the required installment payment within 15 days of the date of the written invoice.
10. All fares collected from Emmet County passengers who utilize the three additional routes contemplated by this agreement shall be receipted in by SRR by date and individual route. These fares shall then be deposited by SRR into a separate revenue line item within the SRR fund. Cheboygan County shall then pay Emmet County by the 15th day of each month for all fares collected from Emmet County passengers in the previous month.
11. Each party shall indemnify and hold harmless the other party, its public officials, officers, board members, successors, assigns, agents, servants, employees, and insurance companies from any damages, legal fees or expenses, awards, demands, rights, causes of action, including but not limited to, causes of action for contribution, indemnification, or recovery of any liens of any kind or nature, losses, claims and actions which may, do, or shall arise out of or grow out of that party's duties and obligations contained in this agreement. This provision shall apply to any and all claims by either party, its public officials, officers, board members, agents, servants, employees, successors or assigns or to any and all claims by any third party.
12. Throughout the term of this agreement, SRR shall obtain and maintain public liability insurance, including liability coverage for SRR's bus fleet, with liability limits of no less than FIVE MILLION and 00/100 DOLLARS (\$5,000,000.00) for damages related to any one person and for damages relating to any one occurrence. SRR shall provide notice of compliance with this insurance provision before beginning the transportation services contemplated by this agreement.
13. Throughout the term of this agreement, SRR shall also obtain and maintain workers compensation insurance meeting or exceeding statutory requirements.

14. Both parties agree that no person shall be denied transportation services provided under this agreement on the basis of race, color, creed, sex, disability, or national origin.
15. Either party may terminate this agreement by providing the other party thirty (30) days advanced written notice of the intent to terminate.
16. Upon termination, SRR shall refund to Emmet County on a pro rata basis all fees paid under this agreement that were not earned under this agreement.
17. This agreement may be amended by the mutual consent of both parties that is documented in writing and signed by both parties.
18. This agreement shall be for a term beginning January 1, 2019 and ending December 31, 2019. Either party may renew this agreement for annual terms thereafter, under the terms and conditions mutually agreed between the parties in writing.
19. Emmet County shall be solely responsible for any advertising that markets the availability of the transportation services contemplated by this agreement, including all costs of such advertising.
20. SRR hereby agrees that the SRR Director shall use his best efforts to pursue potential transportation contracts within Emmet County and/or to work with Emmet County officials to pursue other transportation opportunities to support financially the transportation services contemplated by this agreement in the future.
21. No person shall, on the grounds of race, color, creed, sex, disability, or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity offered by SRR.
22. Emmet County hereby acknowledges that federal laws, regulations, and directives may change and that the changed provisions will apply to this agreement, except to the extent that the Federal Transit Administration determines otherwise in writing.
23. The parties agree that the validity, construction, enforcement and interpretation of this agreement shall be governed by the laws of the State of Michigan.
24. The agreement contains the entire agreement of the parties hereto and supersedes all prior agreements and understandings, oral or written, if any, between the parties.
25. The invalidity or unenforceability of any provision of this agreement shall not affect the other provisions, and this agreement shall be construed as if such invalid or unenforceable provision were omitted.

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

CHEBOYGAN COUNTY

Date: _____

By: _____
John B. Wallace

Its: Board Chair

EMMET COUNTY

Dated: 10/18/2018

By: 
William L. Shorter

Its: Board Chair

ALGER COUNTY BOARD OF COMMISSIONERS

Mary Ann Froberg, Clerk
101 COURT STREET, MUNISING, MI 49862

**RESOLUTION #2018-10
OPPOSING PROPOSED CHANGES
TO THE STATEWIDE SEPTIC CODE (HB 5752 & HB 5753)**

WHEREAS, House Bills 5752 and 5753 would add Part 128 to the Public Health Code and establish state and local standards for onsite wastewater treatment systems which would require the Michigan Department of Environmental Quality to develop a statewide code to govern the installation, operation, maintenance and inspection of septic systems;

WHEREAS, The Amendatory Act restricts and removes local controls and changes existing regulations and guidelines that have been effectively enforced by counties and health departments across the Upper Peninsula; and

WHEREAS, The Amendatory Act would add additional mandates that would increase the amount of personnel time and expenses that Upper Peninsula Health Departments would incur under the new Act without adequate funding from the state; and

WHEREAS, The Amendatory Act would gut existing regulations and grant the Michigan Department of Environmental Quality authority to approve local sanitary codes which, in effect, eliminates local control and undermines the duties of local health departments to implement and enforce laws; and

WHEREAS, The Michigan Department of Environmental Quality lacks the necessary budget and staffing levels to meet the mandates of this Amendatory Act which will place an additional financial burden on local authorities; and

WHEREAS, The creation of the State Technical Advisory Committee under the Act would take away and replace local control of the design, permitting, inspection and management of onsite wastewater treatment facilities and limit input into the rulemaking process to four local health department representatives; and

WHEREAS, The Amendatory Act fails to address funding for distressed homeowners and vacated properties with onsite wastewater treatment systems;

THEREFORE BE IT RESOLVED,

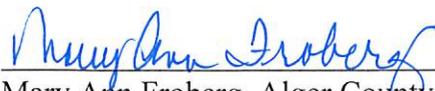
That the Alger County Board of Commissioners opposes HB 5752 and HB 5753 and requests State Legislators to oppose the legislation.

CERTIFICATION

I hereby certify that the above is a true copy of a Resolution adopted by the Alger County Board of Commissioners at the time, date, and place specified above pursuant to the required statutory procedures.

Respectfully submitted,





Mary Ann Froberg, Alger County Clerk

Dated: July 16, 2018

ALGER COUNTY BOARD OF COMMISSIONERS

Mary Ann Froberg, Clerk
101 COURT STREET, MUNISING, MI 49862

**RESOLUTION #2018-12
OPPOSING SB 1031**

WHEREAS, Senate Bill (SB) 1031 seeks to amend the General Property Tax Act to exempt qualified utility personal property from the collection of taxes under the Act; and

WHEREAS, "Qualified utility personal property" under the Act would include both of the following utility personal property: electric transmission and distribution systems, substation equipment, spare parts, gas distribution systems, water transmission and distribution systems, gas storage equipment, and transmission lines of gas or oil transporting companies; that was initially installed in the State after December 31, 2017; and

WHEREAS, SB 1031 in its present form as introduced on May 29, 2018 will impose a financial burden on Alger County and its local units, as it will not only reduce personal property tax revenues in 2019, but every year thereafter those annual losses will continue to increase; and

WHEREAS, SB 1031 was reported favorably by the Senate Committee on Finance without amendment for immediate effect to the Committee of the Whole on June 6, 2018.

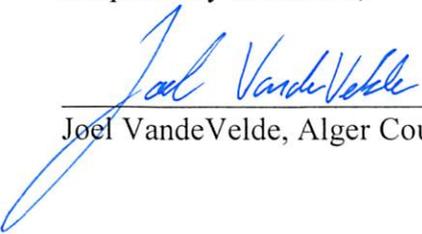
NOW, THEREFORE, BE IT RESOLVED that the Alger County Board of Commissioners hereby opposes SB 1031.

BE IT FURTHER RESOLVED that this resolution will be forwarded to all counties in Michigan, Michigan House Representative Sara Cambensy, Senator Tom Casperson, Governor Rick Snyder, the Michigan Townships Association, the Michigan Municipal League, and the Michigan Association of Counties.

CERTIFICATION

I hereby certify that the above is a true copy of a Resolution adopted by the Alger County Board of Commissioners at the time, date, and place specified above pursuant to the required statutory procedures.

Respectfully submitted,



Joel VandeVelde, Alger County Chief Deputy Clerk

Dated: July 16, 2018

ALGER COUNTY BOARD OF COMMISSIONERS

Mary Ann Froberg, Clerk
101 COURT STREET, MUNISING, MI 49862

**RESOLUTION #2018-11
IN OPPOSITION TO HB 6049 AND SB 1025**

WHEREAS, House Bill (HB) 6049 and Senate Bill (SB) 1025 seeks to completely restructure the tax assessing qualifications, process and boundaries of local assessing units in Michigan; and

WHEREAS, HB 6049/SB 1025 will impose a huge financial burden on Alger County as well as Michigan's other counties and local units because its mandates will require increased staffing levels and office space while providing a woefully inadequate 1% administrative fee and undefined "start-up funding" to compensate the counties and other local units for the drastic expenses that will surely accompany the new mandates; and

WHEREAS, HB 6049/SB 1025 will put Alger County at odds with its local townships by requiring us to take the 1% administration fee from the local units to pay for our increased costs; and

WHEREAS, HB 6049/SB 1025 changes the manner in which local boards of review (BOR) are conducted. By putting specialized BORs at the county level, HB 6049/SB 1025 has the potential to strip elected township supervisors and local assessing units of control over the tax assessing process, depriving them of the ability to account for unique conditions and values unknown to county-wide, regional and/or statewide assessing units but well known in the local units; and

WHEREAS, HB 6049/SB 1025 appears to have been designed without any input from existing assessors or their associations and the previous drafts were not made public to the counties and townships directly affected by its sweeping changes until nearly ready for introduction into the Michigan Legislature. In this context, it is difficult to view HB 6049/SB 1025 as anything other than a power grab generating from Lansing; and

WHEREAS, there are no guarantees that quality education will be available locally or even regionally to allow for the increased certification levels imposed by HB 6049/SB 1025; and

WHEREAS, HB 6049/SB 1025's proposed levels of certification for assessors will not achieve the results that are being sought. The real problem is bad assessors, not their levels of certification. The solution lies in better policing of assessors by the State Tax Commission, not simply imposing increased educational requirements that may be impossible to achieve and that do nothing to weed out the bad actors; and

WHEREAS, Alger County views HB 6049/SB 1025 in its current form as an unconstitutional unfunded mandate which does little or nothing to accomplish its stated goals.

Alger County is an Equal Opportunity Employer

NOW, THEREFORE, BE IT RESOLVED, that the Alger County Board of Commissioners hereby opposes HB 6049/SB 1025 and asks that it be withdrawn from consideration until the funding issues and other problems identified above can be properly addressed.

CERTIFICATION

I hereby certify that the above is a true copy of a Resolution adopted by the Alger County Board of Commissioners at the time, date, and place specified above pursuant to the required statutory procedures.

Respectfully submitted,



Mary Ann Froberg

Mary Ann Froberg, Alger County Clerk

Dated: July 16, 2018

BAY COUNTY BOARD OF COMMISSIONERS

OCTOBER 9, 2018

RESOLUTION IN OPPOSITION TO SENATE BILL 1031, A BILL TO AMEND 1893 PA 206, ENTITLED,
 "THE GENERAL PROPERTY TAX ACT, "(MCL 211.1 to 211.155)
 By adding section 9p

BY: BAY COUNTY BOARD OF COMMISSIONERS

WHEREAS, Senate Bill (SB) 1031 seeks to amend the General Property Tax Act to exempt qualified utility personal property from the collection of taxes under the Act; and

WHEREAS, "Qualified utility personal property" under the Act would include both the following utility personal property: electric transmission and distribution systems, substation equipment, spare parts, gas distribution systems, water transmissions and distribution systems, gas storage equipment, and transmission lines of gas or oil transporting companies; that was initially installed in the State after December 31, 2017; and

WHEREAS, SB 1031 in its present form as introduced on May 29, 2018, will impose a financial burden on Bay County and its local units, as it will not only reduce personal property tax revenues in 2019, but every year thereafter those annual losses will continue to increase; and

WHEREAS, SB 1031 in its present form as introduced on May 29, 2018, that the Bay County Board of Commissioners supports the concerns of its Townships and the position taken of the Michigan Township Association; and

WHEREAS, SB 1031 was reported favorably by the Senate Committee on Finance without amendment for immediate effect to the Committee of the Whole on June 6, 2018; Therefore, Be It

RESOLVED That the Bay County Board of Commissioners does hereby oppose SB 1031; Be It Further

RESOLVED That this resolution will be forwarded to all counties in Michigan, State Representatives Brian Elder and Gary Glenn, State Senator Mike Green, Governor Rick Snyder, the Michigan Townships Association, the Michigan Municipal League, and the Michigan Association of Counties.

THOMAS M. HEREK, CHAIR
 AND BOARD

Duranczyk - Opposition to SB 1031

Resolution sponsored by Commissioner Michael J. Duranczyk, 1st District

MOVED BY COMM. DURANCZYK

SUPPORTED BY COMM. BEGICK

COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E
MICHAEL J. DURANCZYK	X			KIM J. COONAN	X			MICHAEL E. LUTZ	X		
ERNIE KRYGIER	X			THOMAS M. HEREK	X						
VAUGHN J. BEGICK	X			TOM RYDER	X						

NOTE TOTALS:

ROLL CALL: YEAS _____ NAYS _____ EXCUSED _____

VOICE: X YEAS 7 NAYS 0 EXCUSED 0

DISPOSITION: ADOPTED X DEFEATED _____ WITHDRAWN _____
 AMENDED _____ CORRECTED _____ REFERRED _____

October 18, 2018

THE HONORABLE BOARD OF COMMISSIONERS OF BERRIEN COUNTY MICHIGAN:
respectfully recommends the adoption of the following:

**Resolution Opposing the Legalization of Non-Medical and Recreational
Marijuana**

WHEREAS, proposals to legalize the general use of marijuana are being placed on the ballot in communities across Michigan; and

WHEREAS, there is significant evidence demonstrating that non-medical or recreational use of marijuana has a profoundly negative impact on our youth, particularly teenagers; and

WHEREAS, *the National Survey on Drug Use and Health* reports that since Colorado, Washington, Oregon, Alaska and the District of Columbia (Washington, DC) legalized marijuana, past-month use of the drug has continued to rise above the national average among youth aged 12-17 in all five jurisdictions; and

WHEREAS, *The National Institute on Drug Abuse* reports that one in six teens that use marijuana become addicted to its use; and

WHEREAS, *Monitoring the Future, 2013* reports that in states where medical marijuana use has been legalized, about one third of 12th graders reported access to another person's medical marijuana supply; and

WHEREAS, *Rocky Mountain HIDTA, 2015* reports that there was a 40 percent increase in drug-related suspensions and expulsions in Colorado from school year 2008/2009 to 2013/2014; and

WHEREAS, *National Highway Traffic Association* reports that driving under the influence of marijuana is associated with an increased risk of car crashes, especially fatal crashes; and

WHEREAS, the *University of Colorado, Denver* reports that marijuana-impaired driver related fatalities have risen 114% in Colorado since that state legalized the use of marijuana; and

WHEREAS, *Join Together* reports that the active ingredient in marijuana, Tetrahydrocannabinol(THC), has increased significantly from an average of 1% in 1970 to 30% in 2013, making today's marijuana an alarmingly more potent drug; and

WHEREAS, general marijuana use and possession is not permitted by federal and state law; and

WHEREAS, it is not possible to foresee and mitigate all the associated risks and impact to our communities through the legalization of marijuana for general use; and

JBH 10-18-18

WHEREAS, Berrien County recognizes the need to educate all sectors of our community regarding the dangers of non-medical marijuana use; and

WHEREAS, it is crucial that Berrien County maintain a healthy and drug free workforce.

NOW, THEREFORE, BE IT HEREBY RESOLVED that the Berrien County Board of Commissioners is opposed to the legalization of marijuana for non-medical, recreational and general use.

BE IT FURTHER RESOLVED that the Berrien County Board of Commissioners encourages other communities to oppose the legalization of marijuana for general use including the adoption of similar resolutions in opposition to the legalization of non- medical marijuana

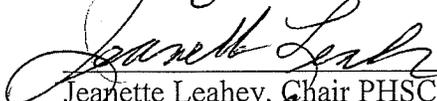
Respectfully submitted,
BERRIEN COUNTY BOARD OF COMMISSIONERS



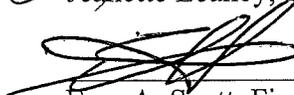
Jon Hinkelman, Board Chairman



William J. Chickering, Chair Finance



Jeanette Leahey, Chair PHSC



Ezra A. Scott, Finance

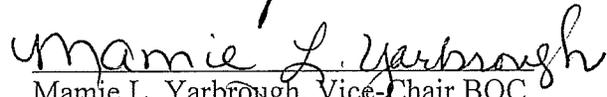
Michael J. Majerek, Administration



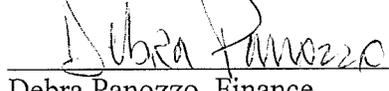
Jim Curran, PHSC



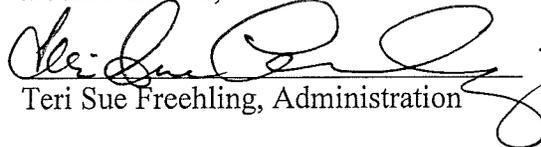
R. McKinley Elliott, Chair Administration



Mamie L. Yarbrough, Vice-Chair BOC

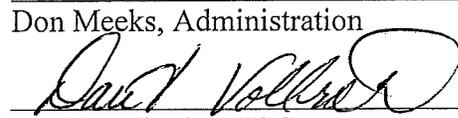


Debra Panozzo, Finance



Teri Sue Freehling, Administration

Don Meeks, Administration



David Vollrath, PHSC



RESOLUTION SUPPORTING OJIBWAY CORRECTIONAL FACILITY

WHEREAS, the State of Michigan Department of Corrections (DOC) has announced that the Ojibway Correctional Facility (OCF) in Marenisco Township, which is in Gogebic County, will be closed effective December 1, 2018; and

WHEREAS, the Gogebic County Facility is one of many historical examples of where a U.P. county stepped up to help the State by agreeing to place a prison in their area despite local resident opposition; and

WHEREAS, the OCF has been one of the most effectively operated prison facilities among the DOC's facilities; and

WHEREAS, OCF employs approximately 210 employees, and the payroll of those employees has a large economic impact, over \$55 million, on the County, as well as significant future impact on overcrowding of its county jail; and

WHEREAS, one of the factors used to determine which facility would be closed was the distance that family has to travel to visit their loved ones at OCF; and

WHEREAS, the Department of Corrections has Upper Peninsula prison inmates within the system, scattered throughout the DOC facilities; and

WHEREAS, if one of the factors in determining the OCF closure was distance to visit inmates, then obviously Upper Peninsula facilities should be utilized for housing of Upper Peninsula prison inmates.

THEREFORE BE IT RESOLVED, the Houghton County Board of Commissioners strongly favors the continued operation of the Ojibway Correctional Facility in Marenisco Township, Gogebic County, Michigan, as a vital facility for the DOC and housing unit for Upper Peninsula prison inmates, and

BE IT FUTHER RESOLVED, that before any further Upper Peninsula prison is proposed for closure including the Ojibway Prison, an independent economic impact analysis must be conducted and funded by the State of Michigan. The State of Michigan shall also be required to provide adequate financial resources and economic aid and a facility re-use plan to mitigate the economic impact, loss of jobs, loss of local tax revenues and subsequent overcrowding of local county jails.

BE IT FINALLY RESOLVED, that a copy of this resolution be sent to U.P. Legislators, Governor Snyder, the MDOC Director and all Upper Peninsula counties.

STATE OF MICHIGAN)
)ss.
COUNTY OF HOUGHTON)

I, JENNIFER LORENZ, Clerk of the Houghton County Board of Commissioners and Clerk of the County of Houghton, do hereby certify that the above Resolution was duly adopted by the said Board on October 16, 2018.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the seal of the County of Houghton, Houghton, Michigan, this 17th day of October, 2018.

Jennifer Lorenz
Houghton County Clerk



RICK SNYDER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF NATURAL RESOURCES
LANSING



KEITH CREAGH
DIRECTOR

October 31, 2018

Cheboygan County Board of Commissioners
County Building
P.O. Box 70
Room 131
Cheboygan, Michigan 49721

Dear Cheboygan County Board of Commissioners:

Thank you for your October 9, 2018, letter to the Natural Resources Commission (NRC) concerning your opposition to eliminate baiting and the sale of bait. The NRC has forwarded your letter to the Department of Natural Resources (DNR) Wildlife Division for response.

The DNR proposed a baiting and feeding ban for the entire lower peninsula effective January 31, 2019, at the June 14, 2018, meeting. This proposal was approved by the NRC at the August 9, 2018, meeting. Baiting is allowed for qualifying disabled hunters during the Liberty (two days in September) and Independence (four days in October) hunts.

Neither chronic wasting disease (CWD) nor bovine tuberculosis (TB) has been found in Cheboygan County in recent years. For CWD, it has never been identified. For TB, it has not been identified in Cheboygan County deer since 2010. Cheboygan County is still included in our active surveillance area for TB given its proximity to Montmorency where the disease is endemic, and Presque Isle where we typically identify one to two animals with the disease every year.

It's important to note that very few samples are collected for CWD from Cheboygan County. So even though it is correct to say that Cheboygan County is "many miles from any county in which deer has been tested and found to have CWD", the implication that CWD only exists where it is currently identified is incorrect. The status of our testing for the disease is largely inadequate across the state to make a confident determination about the status of the disease in many areas. This is primarily due to the number of samples needed to confidently determine the status of the disease at extremely low levels.

Furthermore, the results of the 2017 TB surveillance indicated that prevalence increased outside of our core area dramatically from 2016. This increase is of concern, and if it continues, it likely indicates outward spread of the disease from our defined geographic center, which has not been consistently observed to date.

October 31, 2018

The DNR feels that prohibiting baiting and feeding in the Lower Peninsula, where both diseases have been identified across a broad geographic range, is a prudent approach to reduce the likelihood of disease transmission between deer, especially in areas where the status of the disease is unknown. We understand that there is potential economic impact of these actions, but we also feel that the health of our deer resource is critically important to the state of Michigan. The DNR, which is tasked with the responsibility of managing deer as a public trust, believes these diseases are threats to both the deer herd and livestock that frequently interacts with deer. Therefore, we feel that this regulation, though perhaps unpopular, is necessary.

We have placed some references on our website, www.mi.gov/cwd, citing peer reviewed literature supporting the importance of avoiding unnatural concentrations of deer on the landscape that often is associated with human-assisted baiting and feeding. Please feel free to look up this information under our Reports, Plans, Scientific References tab for more information.

Should you have any additional questions or comments please contact Mr. Chad Stewart, Deer, Elk, and Moose Specialist, DNR Wildlife Division, at 517-284-4745 orstewartc6@michigan.gov.

Yours in conservation,



Russ Mason, Ph.D., Chief
Wildlife Division
517-284-6206

cc: Senator Wayne A. Schmidt
Representative Sue Allor
Representative Lee Chatfield
Ms. Vicki Pontz, Chair, Natural Resources Commission
Mr. Keith Creagh, Director, DNR
Mr. William O'Neill, Natural Resources Deputy, DNR
Mr. Chad Stewart, DNR



PRESIDENT'S REPORT

October 2018

www.northernlakes.net

New EJ Foundry Groundbreaking with 340 Retained Jobs!

The brand new EJ Foundry in Warner Township, near Elmira Michigan, opened its doors for the first time October 25, 2018 for a private open house ceremony and tour of the facility. Guests were able to wander through the facility to each station of production and learn the process of crafting a manhole cover from the experts. The men and women who manage each stage of production everyday were on-site to share what they do and how the magic happens. Since February of 2017, this 200-acre facility has been under construction; it's been a long awaited process for everyone involved, but what a momentous beginning for this world-class company and a great addition to Warner Township.



Located near the intersection of M-32 and US-131, the new manufacturing operation will allow EJ, previously known as East Jordan Iron Works, Inc., to remain competitive, grow the business, and retain 340 jobs in Northern Michigan. We're so proud that EJ will continue to keep manufacturing in Northern Michigan and retain their many family-supporting jobs.

The collaboration of local, regional, and state partners truly made this project a success and we can't wait to see how EJ thrives in this new location! Thank you to EJ President, Tracy Malpass and the Malpass family for continuing to invest in Northern Michigan.

—Andy Hayes, NLEA President

"The process of relocating the EJ foundry and building the facility would not have been possible without the enormous amount of support and assistance we received from our many partners. Thank you for believing in us and keeping us local." —Tom Teske, Vice President & General Manager, EJ Americas

Potential Projects (in various stages of due diligence)

Community & Business Assistance

32 Projects	29	New Jobs
	33	Retained jobs
	\$4,352,900	Projected Investment

Projects in Progress

Community & Business Assistance

24 Projects	\$1,903,900	Grants
	\$173,084	Local Government Investment
	\$139,954,669	Private Investment
	146	New Jobs
	421	Retained jobs

Completed Projects (year-to-date)

Community & Business Assistance

27 Projects	\$25,112,184	Grant, Local gov & Private investment
	11	New Jobs

Website Statistics (Jan 2018—Present)

Month	Unique visitors	Number of visits	Pages viewed
October	7,877	10,082	41,628
2018 (YTD)	93,489	116,832	315,569

Facebook

Followers: **305**

[Mind Blowing Video of the Month: Build Peaks, Don't fix Potholes. Creating better placemaking experiences.](#)

Fun Facts:

The entire EJ Foundry building is 7.5 acres under roof, which is the equivalent of about 7 football fields, and a ladle full of iron weighs as much as 5 adult elephants.



Upcoming Events

- [11/1 Invest Cheboygan County Business Model Competition](#)
- [11/5-9 National Manufacturing Day Tours](#)
- [11/7 Antrim Pitch Night Business Model Competition](#)
- [11/27 Grand Event Finale Business Model Competition](#)

Like us on Facebook!

Follow us on Instagram and LinkedIn!



**COUNTY BOARD OF COMMISSIONERS
FINANCE/BUSINESS MEETING
October 9, 2018**

The Finance/Business Meeting of the Cheboygan County Board of Commissioner was called to order in the Commissioners Room by Commissioner Wallace at 9:33 a.m.

Roll called and a quorum present

Present: Commissioners Karen Johnson, Richard Sangster, Michael Newman, Cal Gouine, Roberta Matelski, John Wallace, and Robert Bolinger.

Absent: None

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

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

Motion by Commissioner Sangster, second by Commissioner Gouine, to approve the consent agenda as follows:

- A. Approve Monthly Finance Claims (Finance Total = \$632,514.53; Prepaid Total = \$907,350.68.
- B. Budget Adjustments as follows:
2018 Raise Revenue and Expenditures
 1. Fund 101 Total Budget Increase of \$6,727.13
 2. Fund 509 Total Budget Increase of \$78,000
- C. Correspondence
 1. Menominee County Resolution Opposing HB 5752 & 5753
 2. NLEA August and September 2018 President's Report
- D. Minutes:
 1. Finance/Business Meeting of September 11, 2018 and Committee of the Whole Meeting of September 25, 2018
 2. NEMCSA – 9/7/18
 3. Millage Appropriations Committee – 9/28/2017
 4. Cheboygan City Council – 8/14/18
 5. Planning Commission – 9/5/18 & 9/19/18
 6. District #4 Health – 8/21/18
 7. NCCMH – 8/16/18

CITIZENS COMMENTS - None

SCHEDULED VISITORS - None

Finance Director's Report

Finance Director James Manko presented the Revenue and Expenditure Report for the General Fund for the month ending August 31, 2018. He reported total year-to-date revenue of \$4,501,241.28, or 28.54% of the budget, compared to \$3,308,492.97, or 27.19% of the budget last year at this same time. He reviewed each line item number that was fluctuating.

Mr. Manko reported expenditures year-to-date of \$7,412,742.60 or 47% of the budget, compared to \$7,203,308.96 or 59.21%, last year as of the end of August 2017. He reviewed each department that was fluctuating. Mr. Manko reported on the Cash Summary by Fund Cash for August 2018, which totaled \$21,126,868.66. An explanation of the deficit balance accounts was given.

Motion by Commissioner Sangster, seconded by Commissioner Newman to receive and file the financial reports. Motion carried with 7 yes 0, no and 0 absent.

Administrator's Report

Administrator Jeff Lawson gave an update on the Michigan Indigent Defense. He stated that MAC has been holding meetings with the Michigan Indigent Defense Commission concerning several topics relating to reporting and funding distributions under the propose grant agreements with Counties. The MIDC is holding a Board Meeting on October 16, 2018 to address MAC's concerns. The County will need to establish a new fund to receive and expend grant funding for the program. This will be presented for Board approval at the October 23, 2018 meeting. After the October 16th meeting, the staff will evaluate the implementation date of the program. Staff also expects to receive the grant agreement in late October or early November and will place it on the agenda for Board approval.

Administrator Jeff Lawson gave an update on the Animal Shelter. Requests for proposals to install mechanical equipment for a heating and cooling system for a portion of the building were extended to Friday, September 28, 2018 at 2:00 P.M. The County did not receive any bids, so the staff will make contact with area contractors to pursue getting quotes.

Administrator Jeff Lawson gave an update on the Jail Project. Bids for the jail door control, intercom and camera systems have been received. Staff will be reviewing the proposals to determine the most cost effective bid that meets the specifications. A recommendation of award will be presented at the October 23, 2018 Committee of the Whole meeting to permit the systems to be ordered.

The Jail Contractor has completed the installation of the exterior brick. Internal work continues in the kitchen and dorm areas. The storage building contractor continues work on completing the electrical work. DTE Energy and Consumers Power are scheduled to complete their service installations in the next two weeks. Paving for the projects are scheduled before the end of the month contingent on the weather.

The staff will be preparing final budget adjustments for the projects for the November 13, 2018 Financial Business Meeting.

Administrator Jeff Lawson gave an update on the draft budget will be distributed and presented for review at the October 23, 2018 Financial Business Meeting. Review will continue at the November Board meetings with The Public Hearing and Adoption scheduled for the December 11, 2018 Financial Business Meeting.

Administrator Jeff Lawson gave an update on the computer system storage need. The County's current computer storage capacity for the County Building system is reaching its capacity. The system stores all of the County's file systems as well as camera video storage data. The County's camera system will be increasing with the jail project exceeding the capacity of our current system. Recently, the system experienced a system outage due to a

lack of capacity from an influx of storage needs. The cost of a new Storage Area Network System is approximately \$70,000, which also includes a five (5) year service agreement. Staff will be requesting authorization to purchase a new SAN system at the October 23, 2018 meeting. Funding will be obtained by a budget line item transfer from the General Fund.

Administrator Jeff Lawson gave an update on the capital improvement plan. He stated that nothing has been bid out yet regarding the panels and windows being replaced on the outside of the County Building. This year they were on target for a \$3 million dollar infrastructure upgrade. There were a few projects next year, but he would like to take a break/pause to recuperate from this round so they could analysis things and make sure that cash flow and everything was on target before the county jumped into another big project. He was estimating the window replacement and the sod were going to run around \$500,000. The capital improvement plan will be put on the agenda for the end of this month or the November 13th meeting.

COMMITTEE REPORTS

Commissioner Sangster attended a State of the Committee Meeting at the Opera House. One thing from the meeting that he found interesting was that 91% of the people who go to the emergency room are discharged with only 9% of the patients have to be transferred to another hospital or facility. Also he attended a NEMSCA Meeting where Stu Bartlett and Leonard Page were resigning from the board.

Commissioner Gouine attended a Planning Commission Meeting, Inverness Township Meeting, Fair Board Meeting and a Millage Appropriation Meeting. Inverness Township is worried that the City of Cheboygan could annex the township. Administrator Lawson addressed how annexation works.

Commissioner Newman attended several meetings. At the Fair Board Meeting the Board had a great safety concern regarding the cross walk on Lincoln Avenue and other holes on the grounds itself? These were issues that needed to be addressed for next year's Fair. He suggested the possibility of a temporary crossing light to be placed at the entrance.

Commissioner Matelski attended a couple Township Meetings where they were concerned about a Blight Ordinance. She explained that the County doesn't have legal authority for a Blight Ordinance. Civil Counsel commented that they need to consult their township attorney.

Commissioner Johnson attended a Planning Commission where they were working on the Capital Improvement Plan. Her Townships were concerned about the County Millage Proposal 800 MHz Radio System for Emergency Responders and getting information out there for the voters. Straits Regional Ride and Internet Connections were moving forward thanks to Mike Couture and his efforts.

Commissioner Wallace attended several meetings.

OLD BUSINESS

Commissioner Wallace presented Resolution 18-16 Opposing DNR Eliminating Baiting and Sale of Bait.

Motion by Commissioner Sangster, seconded by Commissioner Gouine, to approve

CHEBOYGAN COUNTY
Opposing the Department of Natural Resources plan to Eliminate
Baiting and Sale of Bait
RESOLUTION #18-16

WHEREAS, the Michigan Department of Natural Resources (DNR) will be recommending a baiting ban to the Natural Resources Commission due to the discovery of Chronic Wasting Disease (CWD) in the deer population in southern counties in Michigan, and

WHEREAS, in addition to other options, there has been discussions by the DNR regarding the potential of a baiting ban that would include the entire Lower Peninsula of Michigan, and

WHEREAS, Cheboygan County which is located on the shore of Lake Huron at the most northern portion of the Lower Peninsula and geographically many miles from any County in which deer has been tested and found to have Chronic Wasting Disease (CWD), and

WHEREAS, a baiting ban throughout the Lower Peninsula would include Cheboygan County, and

WHEREAS, a plan to eliminate baiting and a ban on the sale of bait in Cheboygan County is not in the best interest of the overall economy of Cheboygan County or the State of Michigan in general.

NOW, THEREFORE, BE IT RESOLVED that the Cheboygan County Board of Commissioners does hereby oppose any baiting ban and banning of the sale of bait that would include the entire Lower Peninsula of the State of Michigan.

BE IT FURTHER RESOLVED that this resolution will be forwarded to all counties in Michigan, State Representative Sue Allor, State Representative Lee Chatfield, State Senator Wayne Schmidt, Governor Rick Snyder, Department of Natural Resources and the Natural Resource Commission.

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

NEW BUSINESS

Straits Regional Ride Director Michael Couture presented the 2018 – 2021 Three year Contract renewal between Straits Area Services, Inc. and Straits Regional Ride. Renewal of the Contract would provide transportation of clients to Straits Area Services, Inc. to 1309 West State Street, Cheboygan, MI in the morning with arrival between 8:00 – 8:30 a.m. with return from Straits Area Services, Inc. to their residents departing at 2:15 P.M. from SASI.

Motion by Commissioner Gouine, seconded by Commissioner Johnson, to approve the 2018 - 2021 three (3) year contact renewal between Straits Area Services, Inc. and SRR, authorize the Chair to sign and for finance to make the necessary budget adjustments.

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

Straits Regional Ride Director Michael Couture presented the new contract between Cheboygan County and Emmet County on behalf of Straits Regional Ride to Provide 31 additional hours per day of Public Transit in Emmet County for the term of January 2, 2019 thru December 31, 2019. It shall hereby be known as Routes 11, 12 and 13 of Emmet

County. Two of these routes would be Flex Routes and One Demand Response. Emmet County shall pay SRR \$209,571.44 per year in monthly installments of \$17,464.29, to be billed by no later than the 15th day of the following month. Emmet County will make monthly installment payments by the 15th day of receipt of the bill. Additionally, SRR will collect all fares and statistics from the ridership of these routes for reporting purposes to the State of Michigan. Also, the fares will be receipted into a general bank account identified as Routes 11, 12 and 13 of Emmet County for tracking purposes. At the end of the month, SRR will get a report from the Treasury Department of Cheboygan County with the totals and details of these transactions and fares. Then a check request from Finance will be done to return the monthly fare monies to Emmet County, which will be mailed to them along with the monthly bill. Each party shall indemnify and hold harmless the other party. Also during the term of this agreement, SRR shall maintain public liability insurance, including liability coverage on its bus fleet, with limits no less than \$5,000,000 for any one person or occurrence. SRR and the County of Cheboygan will provide notice of compliance of this provision before the beginning of the transportation services contained in this agreement. This contract has been reviewed and written by Civil Counsel.

Motion by Commissioner Sangster, seconded by Commissioner Gouine to approve the new contract between Cheboygan County and Emmet County on behalf of the SRR, authorize the Chair to sign and for finance to make any necessary budget adjustments. A roll call vote was taken. Motion carried with 7 yes, 0 no and 0 no.

Commissioner Gouine presented the recommendations from the Millage Appropriation Committee meeting held on October 1, 2018 as follows: \$580,000 to CCCOA; \$59,892 to WASC and \$8,000 to MSU-E Project Fresh.

Motion by Commissioner Gouine, seconded by Commissioner Newman , to approve the allocation of \$580,000 for the Senior Citizens Millage Fund to the Cheboygan County Council on Aging; allocation of \$59,892 from the Senior Millage Fund to Wawatam Area Senior Citizens, Inc.; and allocation of \$8,000 for the Senior Millage Fund to MSUE Project Fresh and authorize the Chair to sign. A roll call vote was taken. Motion carried with 7 yes, 0 no and 0 absent.

Community Meditation Services Coordinator Michelle Riley presented the Proclamation – Conflict Resolution Day. She stated 2018 was their 25th anniversary for doing mediations in northeast Michigan. In the last 18 years, they have worked very closely with Probate Judge Butts. She explained that Mediation lets the parties retain control of their own dispute; may be less costly than litigation; can take place at any point in a conflict; is more comfortable and private than the courtroom; agreements are legally binding and are more likely to be fulfilled by the disputing parties; reaching an agreement is voluntary; confidential; helps some people restore an ongoing relationship and can take place right away. Mediation has helped people solve a wide variety of problems such as disputes in Small Claims Court; General Civil; Family Court; Juvenile Court and Probate Court. She stated a Proclamation to recognize the work of the Community Mediation Services in providing conflict resolution services and to designate Conflict Resolution Day as Thursday, October 18, 2018 in Cheboygan County.

Motion by Commissioner Sangster, seconded Commissioner Johnson to approve

Conflict Resolution Day
Thursday, October 18, 2018
Community Mediation Services

Proclamation

Whereas, conflict resolution is a way of people solving individual disputes, as well as a means toward creating a more peaceful community, and our citizens possess the moral authority and power to resolve conflicts on their own, and

Whereas, the conflict resolution process empowers all individuals, families, communities, schools, businesses, and organizations to foster communication and devise solutions that are acceptable to the needs and interests of all the parties involved, and

Whereas, Michigan Public Act 260 of 1988, known as the Community Dispute Resolution Act, authorized the establishment of Community Dispute Resolution Centers throughout the state of Michigan the Michigan Supreme Court Administrative Office oversees eighteen community resolution centers, which provide trained volunteer mediators to assist in conflict resolution and *Community Mediation Services* is a center serving the counties of Alcona, Alpena, Cheboygan, Crawford, Iosco, Kalkaska, Montmorency, Oscoda, Otsego, and Presque Isle and

Whereas, community based volunteers, trained in conflict resolution, are the backbone of this program. These trained volunteer mediators provide mediation, facilitation, and conciliation when asked by their peers or ordered by the court, and

Whereas, these volunteers, serving as mediators, provide affordable, quality service that can strengthen and restore relationships by relieving parties and courts of costly litigation, resulting in less time involved to reach a mutually satisfactory solution rather than an order imposed on them by a third party, and

Whereas, the third Thursday in October is set aside as Conflict Resolution Day in recognition of the mediation process and these volunteers and to increase public awareness of constructive ways to resolve conflicts of any type, and

Now, therefore, be it Resolved that the **Cheboygan County Board of Commissioners** do hereby proclaim, **Thursday, October 18, 2018**, as Conflict Resolution Day in **Cheboygan County**, Michigan. We encourage all citizens to acknowledge the value of conflict resolution thru mediation, facilitation, and conciliation and encourage use of this form of dispute resolution and to get involved and to support their local Conflict Resolution Center.

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

Equalization Director Elizabeth Zabik presented the Millage Rate Resolution, County Apportionment Report and Tax Resolution. She stated there are three (3) steps needed to take place for the collection of taxes. The Board needs to adopt a resolution for the millage rate that will be levied for 2018, adopt the apportionment report, and adopt the tax resolution. Every year the Board is required to direct the spread of taxes in terms of millage rates. The County apportionment report shows all the information in a columnar format. This report contains all the tax rates by all taxing authorities within Cheboygan County. There are two (2) ballot issues placed on the November 6, 2018 General Election. If either or both are approved, an Amended Apportionment Report will be prepared and presented to the BOC for approval.

Motion by Commissioner Newman, seconded by Commissioner Matelski, to adopt the following:

**Resolution 18-14
2018 MILLAGE RATE RESOLUTION**

WHEREAS, Cheboygan County has the authority to levy its own maximum allowable millage rate of 7.5277 mills distributed as follows: 5.7284 mills for General County Operations, 0.5000 mills for Senior Citizens Operations, 0.2993 for Ambulance and 1.0000 mills for Roads; and,

WHEREAS, it has been determined that to maintain basic county services, it will be necessary to levy the rate of 7.4784 mills; and,

WHEREAS, notice of the public hearing was given, and a public hearing was held at the Budget & "Truth in Taxation" Public Hearing Increasing Property taxes, and approved as Resolution 18-08:

NOW THEREFORE BE IT RESOLVED, that the County of Cheboygan shall levy the millage of 7.4784 for 2018.

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

Motion by Commissioner Sangster, seconded by Commissioner Bolinger to adopt the 2018 Cheboygan County Apportionment Report as presented. A roll call vote was taken. Motion carried with 7 yes, 0 no and 0 absent.

Motion by Commissioner Newman, seconded by Commissioner Matelski to adopt the following resolution and authorize the Chair to sign.

**Resolution 18-15
TAX RESOLUTION**

BE IT HEREBY RESOLVED, that there be raised by taxation and that the Cheboygan County Board of Commissioners are hereby authorized and directed to spread upon the several assessment rolls and tax rolls of the County: County Tax, Township Tax, School Tax and any special taxes in the amounts as adopted by the County Board of Commissioners in the 2018 Apportionment Report. An amount of the above mentioned taxes not to exceed the schedule of millage as determined by the Apportionment Report adopted by the Cheboygan County Board of Commissioners at their annual meeting held on October 9th, 2018.

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

Commissioner Wallace presented the contract with Charles H. Brown to provide "From Decisions to Actions". The Circuit Court – Family Division is seeking renewal of a contract between Cheboygan County and Charles H. Brown to provide From Decisions to Actions for the SAYPA Program. This program has been funded through the SAYPA budget since October 2012. The contract has been reviewed by Civil Counsel.

Motion by Commissioner Sangster, seconded by Commissioner Gouine, to approve the contract with Charles H. Brown to provide "From Decisions to Actions" and authorize the Chair to sign.

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

Administrator Jeff Lawson presented a MERS Application for Additional Credited Service Purchase. An Application was received for Additional Credited Service from Judge Pavlich to purchase two (2) years six (6) months of credited service from the MERS B-4 Defined Benefit Plan. MERS permits the purchase of service credit by motion of the Board of Commissioners

approving the purchase. Discussion was held on the County liability and what retirement benefits were offered to a judge.

Motion by Commissioner Sangster, seconded by Commissioner Newman to approve the application for Additional Credited Service for Judge Pavlich to purchase two (2) years six (6) months of credited service in the County's B-4 Defined Benefit Plan with employee funds totaling \$28,879 and authorize the Chair to sign the MERS Application and Governing Body Resolution Form.

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

Administrator Jeff Lawson presented the Recycling Drop-Off Lease Agreement Walker Township. A lease would establish a recycling drop-off site at the Walker Township Hall, which is one (1) mile south of M-68 to serve the participating Townships in the area. The lease is for a three (3) years term with a provision to renew the lease for an additional three (3) year term. Civil Counsel prepared the lease for consideration.

Motion by Commissioner Newman, seconded by Commissioner Gouine, to approve the lease agreement with Walker Township to maintain recycling drop-off facility and authorize the Chair to sign.

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

Sheriff Dale Clarmont presented the 2019 – 2021 Cheboygan County Sheriff's Department Jail Inmate Food Contract. The current inmate food service contract is a three-year contract with the Carnation Restaurant in Cheboygan and expires on December 31, 2018. As per Cheboygan County Purchasing Policy dated March 8, 2016, the inmate food service contract must be a competitive bid contract. Through an advertised closed competitive bid for a proposed three-year contract, the following businesses submitted a bid: Canteen Services of Northern Michigan, Traverse City, MI pricing for a 240 meal a day average was \$2.00 per meal and Carnation Restaurant, Cheboygan, MI pricing for a 240 meal a day average was \$2.40 per meal, which was based on 80 inmates per day at three (3) meals per day. Discussion was held on the cost of the County to stock the kitchen with the first inventory, the projected cost and the cost of an inmate's meal per day. He stated that if the jail was not completed by the end of the year, the Carnation Restaurant would be asked to continue services on a month to month basis if approved. Most of the food service work would be done internally by Canteen Services who would hire locally.

Motion by Commissioner Sangster, seconded by Commissioner Newman to accept the submitted bid of Canteen Services of Northern Michigan dated September 27, 2018 and to authorize the Chairperson of the Cheboygan County Board of Commissioners to sign a three-year contract beginning (once submitted and reviewed) January 1, 2019 through December 31, 2021, with Canteen Services and authorize the necessary budget adjustments.

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

Sheriff Dale Clarmont presented the Cheboygan County Jail Inmate Medical Services Provider Agreement. On September 20, 2018, District Health Department No. 4 opted out of the current contract for medical services for the Cheboygan County Jail by providing the required 60-day notice of termination. The contract will be null and void as of November 20, 2018. The Cheboygan County Jail has received an Agreement from Advanced Correctional

Healthcare, Inc. for providing the necessary and required in-house medical care, for a Michigan jail facility in accordance with and governed by the laws of the State of Michigan. The Agreement provides for an on-site registered nurse 20 hours per week. The Agreement also provided for a weekly facility visit by a physician and/or mid-level practitioner and on-call medical staff seven (7) days, twenty-four (24) hours per day. Civil Counsel has reviewed the agreement. Discussion was held on the early 30 day termination clause of the contract and the cost difference of taking the inmates to the Emergency Room versus in-house medical care. He stated that staff was still looking for other alternatives.

Commissioner Newman commented that it saddened him to the point of disgust that they were not able to rectify the issue at the District Health Dept. No. 4. There were almost on a weekly basis more people resigning not only in Cheboygan County, but in Presque Isle, Montmorency, and Alpena Counties because of the type of treatment that was going on.

Motion by Commissioner Newman, seconded by Commissioner Johnson, to accept the Agreement of Advanced Correctional Healthcare, Inc., to authorize the Chairperson to sign the one (1) year Agreement beginning November 15, 2018 through November 14, 2019 and authorize the necessary budget adjustments.

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

BOARD MATTERS FOR DISCUSSION - None

CITIZENS COMMENTS

Vince Lumetta citizens of Beaugrand Township and candidate for Board of Commission commented on Commissioner Sangster's comment on the statistics of 91% of people who go to the emergency room and the 9% of the people who get admitted to another hospital. He had the opportunity to talk with Vice President Sherry Schultz of the McLaren Cheboygan Campus. A very lengthy conversation was held with her on the medical business of the McLaren Cheboygan Campus. At the end of the conversation and based on the information that she had given him, he asked if the campus was the right size for this community. She stated that this was exactly the point that she was trying to get across. It might be an opportunity for this Board to get current and accurate information on the state of the Cheboygan Campus.

BOARD MEMBERS COMMENTS

Commissioner Matelski complimented Mike Donovan, Tom Smith and the committee on the improvements at the Veteran's Memorial Park located on Court Street. Discussion was held on have the lawn fertilized this fall, a bid from Schwartz Boiler to have some painting done to the cannon and working with the historical parks commission to find someone to do restoration. A meeting would be scheduled in the spring before any events to make sure that things were up to speed and get the irrigation system online.

Motion by Commissioner Gouine, seconded by Commissioner Bolinger, to go into closed session at the request of the County Administrator on behalf of the County, a party to a collective bargaining agreement with the AFSCME union who is actively engaged in contract negotiations with that union, pursuant to Section 8(c) of the Open Meetings Act, being MCL 15.268 (c). A roll call vote was taken. Motion carried with 7 yes, 0 no and 0 absent.

ENTERED INTO CLOSED SESSION AT 11:28 A.M.

RETURNED TO OPEN SESSION AT 12:40 P.M.

Motion by Commissioner Sangster, seconded by Commissioner Newman, to adjourn to the call of the Chair. Motion carried with 7 yes, 0 no and 0 absent. Meeting adjourned at 12:42 a.m.

Karen L. Brewster
Cheboygan County Clerk/Register

John B. Wallace
Chairperson

Northeast Michigan Community Service Agency, Inc.
BOARD OF DIRECTORS
Audie's Restaurant, Mackinaw City, MI
October 5, 2018

The regular meeting of the NEMCSA Board of Directors was called to order by President Pete Hennard at 12:38 p.m. President Pete Hennard welcomed Albert LaFleche as a returning Board member.

ROLL CALL

Stuart Bartlett	Jennifer Lopez
Alvin Clarke	Leo Marciniak
Natalie Clarke	Mark McKulsky
Earl Corpe	John Morrison
Chuck Corwin	Leonard Page
Nick Florian	Corleen Proulx
Lee Gapczynski	Patricia Rondeau
Jean Garratt	Lisa Salgat
Dan Gauthier	Richard Sangster
Kenneth Glasser	Kathleen Vichunas
Pete Hennard	Gerald Wall
Patrick Kelly	Carol Wenzel
Rebecca Kwilinski	
Albert LaFleche	

Excused: Lyn Behnke, Steve Lang, Sharon Priebe, Rose Walsh

Absent: Danielle Martz, Nick Modrzynski

Quorum present - yes

Staff Members Present:

Lisa Bolen, Karen Godi, Tricia Grifka, Jenna Lindholm, Dorothy Pintar, Jim Robarge, Kristina Warner, Fran Whitney, Val Williams and Sue Zolnierek

APPROVAL OF AGENDA

Motion by Gerald Wall to approve the agenda as presented. Support by Mark McKulsky. All ayes, Motion carried.

CONFLICT OF INTEREST DISCLOSURES

None

Stuart Bartlett and Leonard Page led the Board in the Pledge of Allegiance.
John Morrison provided the blessing for the meal.
John Morrison provided reflections.

INTRODUCTION OF GUESTS AND PUBLIC COMMENT

Members introduced their guests. Present staff introduced themselves.

No public comment.

ADMINISTRATIVE CONSENT AGENDA APPROVAL

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

- a. Approval of September 2018 draft meeting minutes
- b. Receive and file August 2018 Head Start Policy Council meeting minutes

is adopted as presented.

COMMUNICATION

President Pete Hennard read communication from the Department of Health and Human Services dated September 10, 2018 in response to a Quality Assurance Monitoring Report which indicated a finding in a specific Weatherization program job where procedures were not followed. There were no disallow costs associated with this finding and the required corrective action plan has been submitted.

President Pete Hennard read communication from the Department of Health and Human Services dated September 26, 2018 regarding the agency's State Technical Assessment Report (STAR) for FY2018. NEMCSA scored a 4.18 out of 5 which puts us in the Good Standing category.

President Pete Hennard read communication from the Department of Health and Human Services dated October 4, 2018 in response to the Corrective Action Plan previously submitted as a result of the two findings noted on the recent Organizational Standards monitoring. Both findings are considered resolved.

President Pete Hennard read an email correspondence from Leonard Page dated September 27, 2018 which indicated that Stuart Bartlett and Leonard Page will both be resigning from the Board effective at the close of the October 5th meeting.

INFORMATION ITEMS

Directors Report – Lisa Bolen

Lisa Bolen read highlights from the Directors report distributed prior to the meeting. Lisa presented Stuart Bartlett and Leonard Page with a plaque as a token of appreciation for their time on the Board. Stuart has been a member for 16 years and Leonard for 11 years. Lisa indicated that both Stuart and Leonard have agreed to continue as non-voting members of the Board. Board packets will be mailed to them each month.

Motion by Albert LaFleche to accept the resignation of Stuart Bartlett and Leonard Page. Support by Natalie Clarke. All ayes, Motion carried.

Financial Report – Jim Robarge

Jim Robarge reviewed the Head Start/Early Head Start recorded expenses as of September 30, 2018. Jim also reviewed the agency-wide year-to-date fiscal year comparison as of September 22, 2018. Both reports were distributed prior to the meeting.

Motion by Earl Corpe to receive and file the Head Start/Early Head Start Recorded Expenses and the agency-wide year-to-date fiscal year comparison report as presented. Support by Stuart Bartlett. All ayes, Motion carried.

Program Presentation – Tricia Grifka, Early Childhood Services Director. Tricia provided a training presentation on Eligibility, Recruitment, Selection, Enrollment and Attendance (ERSEA).

COMMITTEE REPORTS

Program Planning and Evaluation Committee – Earl Corpe

The Program Planning and Evaluation Committee met prior to the regular meeting to review and recommend for submission of the FY 19 Head Start/Early Head Start Continuation Grant application.

Motion Corleen Proulx to submit the FY 19 Head Start/Early Head Start Continuation Grant application as presented. Support by Alvin (Chip) Clarke. All ayes, Motion carried.

Audit/Finance Committee – Ken Glasser

The committee met prior to the regular meeting to review and recommend for approval the August corporate credit card expenditures in the amount of \$1,616.12, the August Head Start/Early Head Start purchasing card expenditures in the amount of \$28,605.72 and the August Head Start/Early Head Start Wex card expenditures in the amount of \$563.24.

Motion by Ken Glasser to approve the August corporate credit card expenditures in the amount of \$1,616.12 as presented. Support by Mark McKulsky. All ayes, Motion carried.

Motion by Natalie Clarke to approve the August Head Start/Early Head Start purchasing card expenditures in the amount of \$28,605.72. Support by Jean Garratt. All ayes, Motion carried.

Motion by Earl Corpe to approve the August Head Start/Early Head Start Wex card expenditures in the amount of \$563.24. Support by Lee Gapczynski. All ayes, Motion carried.

The committee renewed the audit contract with Wipfli for year ending September 30, 2018.

Membership Committee – John Morrison

The Membership committee met prior to the regular meeting to discuss the By-law. Karen Godi will mail the proposed changes to the membership for review.

Early childhood Services Committee – Jean Garratt

No meeting. No report.

Personnel Committee – Steve Lang

No meeting. No report.

Housing Ad-Hoc Committee – Ken Glasser

The Housing Ad-Hoc Committee met after the September Board meeting in Luzerne. They reviewed the data information that was provided by Kristina Warner, Operations/Data Quality Analyst.

Discussion

NEW BUSINESS

None

The November Board meeting will be held at Forward’s Conference Center in West Branch on November 2, 2018

Motion by Stuart Bartlett to adjourn the meeting at 2:25 p.m. Support by Leonard Page. All ayes, Motion carried.

Date Prepared: October 5, 2018

Date Approved: _____

Board Secretary

Date

Health Board Meeting
September 18, 2018

The regular meeting of the District No. 4 Health Board was called to order by Chairman Bob Adrian, September 18, 2018, at 10:00 a.m. The meeting was held at Thunder Bay Community Health Services, Hillman, Michigan.

ROLL CALL

Present:

Alpena County:	Adrian, Fournier
Cheboygan County:	Gouine, Newman
Montmorency County :	LaFleche, Peterson
Presque Isle County:	Altman, Lang

Absent:

Excused:

Others Present:

Denise Bryan, Judy Greer,
Karen Nowicki-Compeau, Scott
Smith, Joshua Meyerson, Lynn
Robinson, Paula Hyde, Dallas Hyde,
Wayne Berry, Margi Berry, Amy
Travis, Gary Gee, Rod Amlotte, Lori
Shemanski, Karlee Anderson,
Connor Hansen – 7 & 4 News

AGENDA CHANGES

None.

RECEIVED

OCT 22 2018

CHEBOYGAN CO. CLERK

MINUTES

August 21, 2018 Health Board Minutes: Motion by Lang with support from Gouine to approve the August 21, 2018 Health Board Minutes as presented. Ayes all, motion carried.

CLAIMS

August 22, 2018 through September 14, 2018: Motion by Lang with support from Altman to approve the Listing of Claims submitted from August 22, 2018 through September 14, 2018. Roll call vote. Ayes all, motion carried.

PUBLIC COMMENT

Adrian read the policy regarding public comment.

Rodney Amlotte – Questioned whether anyone has brought to the attention of the department the Hillman municipal water supply concerns. Amlotte stated that he had brought this to the attention of Tim Brown, Sanitarian of our Atlanta Office. Smith stated that Tim Brown has brought this issue to his attention. Amlotte has supplied several members of the community with the complaint form. Amlotte shared pictures of the water quality. Lang questioned if anyone has tested the water and Amlotte stated that the water had been tested and has returned normal results.

Paula Hyde – Shared her letter of concern regarding the Administrative team members (Leah Werth, Karen Nowicki-Compeau, and Denise Bryan) and their management style. Asked by commissioner to come to board and share her concerns. Hyde was asked to submit the letter read to the Board. Stated that this is a district-wide office concern. Resigned effective 9-14-18.

Amy Travis – Shared her letter of concern regarding the Administrative team members (Leah Werth, Karen Nowicki-Compeau). Travis was asked to submit the letter read to the Board.

Lynn Robinson – Shared her letter of concern regarding the Administrative team members (Denise, Karen, Leah) and work atmosphere. Robinson was asked to submit the letter read to the Board. Retired effective 9-14-18.

ADMINISTRATIVE SERVICES DIRECTOR'S REPORT

Revenue/Expenditure and Trial Balance Report: Greer mailed the Revenue/ Expenditure and Trial Balance Report to Health Board members with the notice of the Health Board meeting for their review. Amount being added to Fund Balance through July 31, 2018 is \$ 142,815.43.

HIV Prevention Audit: MDHHS conducted a HIV Prevention Site Visit in June 2018. The report has been included in the packet. There were no program findings or program recommendations.

Accident Fund Dividend: Greer shared with the Board that we received a dividend check in the amount of \$923.44 from Accident Fund that carries our Workers Compensation policy. This was available because DHD4 is a member of the Alpena Chamber of Commerce.

MERS Annual Actuarial Valuation: MERS will be scheduled to present at a future board meeting. Email the actuarial to the Board members.

MEDICAL DIRECTOR'S REPORT

Communicable Disease Report: The report for period August 1, 2018 through August 31, 2018 was mailed to the Board with the packet for the month. Influenza vaccine is now available. Board will be able to get their influenza vaccine next month. Meyerson reviewed and distributed the HPV vaccine handout. Meyerson shared the nationwide statistics on this vaccine.

Animal bites are now predominately done through the Communicable Disease nurses. This is a lot of extra work for the staff. The majority of the animal bites are from bats. Alpena has had two bats positive for rabies.

PERSONAL HEALTH NURSING DIRECTOR'S REPORT

Friendship Room: Staff provided services, with the support of Administration, to the clients of the Friendship Room on August 28, 2018. Requested that we return at a future date as well.

Alpena Community College Orientation: On September 5, 2018 staff attended the orientation sessions at Alpena Community College which was supported by Administration.

Annual Plans: Annual Plans for Family Planning, WIC, and Breast and Cervical Cancer Screening programs are due this month and working with staff for input.

Community Health Needs Assessment: Staff is continuing to work on the Community Health Needs Assessment along with mini client interviews. Has been successful with this assessment.

Computer Encryption: The IT department has been working on ensuring the computers are encrypted for use providing field services.

Community Connections: Community Connections began on Monday, September 17, 2018. This service is provided through the CHIR by Health Department of Northwest Michigan. We will begin accepting referrals from provider offices in Cheboygan, Presque Isle, and Montmorency Counties.

ENVIRONMENTAL HEALTH DIRECTOR'S REPORT

Hillman Municipal Water: Smith informed the board that we are looking at all the complaints and have referred them to MDEQ. He will keep the board updated.

State Sanitary Code: House Bill Amendments – Representative Lauer has proposed legislation. There has been no action; however, there has been an amendment presented. EH Directors are going to review the amendment. Smith will update the Board if there are concerns with the amendments.

ENVIRONMENTAL HEALTH DIRECTOR'S REPORT CONTINUED

Legionella Prevention: State Committee – Smith has been asked to participate on a statewide committee. Will meet next month, targeted towards hospitals and nursing homes.

Septic Smart Week: Septic Smart Week takes place 9/17 – 9/21. Educational information is being distributed to clients as they come in to the office.

Cheboygan County: Smith discussed the Cheboygan County workload and coverage. Smith is watching this and he is sending staff from other offices to help assist in the workload.

ADMINISTRATIVE HEALTH OFFICER'S REPORT

New Public Health Leadership: Alliance Mentor – Mentee Program - MALPH is recognizing that there are new leadership in public health. It includes Mentor-Mentee and is for workforce development.

Cross Jurisdictional Sharing: There are projects with the Northern Michigan Alliance. Have identified three areas of concern.

1. **CHIR:** Create connection for all 31 counties. Currently established for 10 counties. This will help individuals to get care.
2. **Regional CHA- MI-THRIVE:** 31 counties – Community Health Assessment being branded as MI-THRIVE.
3. **HIPAA:** HIPAA vulnerability and security analysis as it related to policy and practices.

Alliance: Communications Work Group – Media, messaging and branding. A MOU for PIO to work with the Alliance so that there is consistent, efficient messaging.

Performance Management Plan: Performance Management Plan is a requirement for accreditation. Bryan met with several management and staff to look at performance management plan. She highlighted the slide presentation with the Board. Altman expressed concern over requirement to do this plan and viewed it as bureaucratic. A plan will be presented next month for Board approval, eventually a “dashboard” for our website. Adrian expressed his opinion as to why this needs to be done. It was optional last accreditation; however, it is required this cycle.

Opioid Funding: DHD4 has been offered \$50,000 to provide a Syringe Services Program.

Cross Jurisdictional Sharing: Bryan working on a Cross Jurisdictional Sharing grant for DHD2 and DHD4 in the range of \$30,000-50,000. This is in process and would begin in January 2019 if awarded to DHD4.

OLD BUSINESS

EH Fee Schedule Comparison: Smith distributed the EH Fee Schedule Comparison to the Board. Smith stated that this was presented in November 2017. DHD4 fees are lower than most District Health Departments. Adrian questioned whether we needed an ad hoc committee to determine the fees. Will provide the fee increase when the budget is presented.

Atlanta Building: Bryan updated the Board on the status of the Atlanta office. Bryan updated the Board on the quote for \$16 hour; the painter felt that it could be done in 4 or 5 weekends for approximately \$2,300. It has not been determined as to whom will move the furniture to allow for the painting. The partition can be purchased through Medicaid Cost Based Reimbursement. It has been determined that the individual does not want to do the job at this point, too large of a job. Lang felt that each county with the exception of Montmorency pays for their maintenance. LaFleche felt that we should not put funds into the building, we should move. Discussion occurred. Adrian mentioned begin with the security measures and confidentiality to see what happens.

Motion by Lang with support by Peterson to authorize DHD4 to proceed with security issues and confidentiality at the Montmorency Office and develop a plan. Discussion occurred. Ayes all, motion carried.

NEW BUSINESS

Opioid Funding: DHD4 has been notified that they have been awarded \$50,000 grant to support a syringe service program. We would like to use the funds to support a new position. Bryan's recommendation is to hire a Master of Public Health and be involved in Community partnerships and Medicaid outreach in management and based in the Cheboygan office. The Board would like to have more information regarding the funding and how it will fit into the budget. Meyerson shared his knowledge of past grants and how we have handled them in the past and we cannot continue to ask staff to add more to their duties.

Motion by Lang with support by LaFleche to pursue the \$50,000 for the syringe service program. Roll call vote. Ayes – Adrian, LaFleche, Peterson, Lang; Nays – Fournier, Gouine, Newman, Altman. Motion failed.

Nurse Practitioner Position: We have an applicant and would like to receive \$33 - \$35/hour. She would like to work fulltime for DHD4. This rate is off the scale for the Nurse Practitioner position. She has experience with a health department as a Nurse Practitioner. The position was posted internally and advertised externally. Table this until next month.

Cheboygan Jail Contract: We have a number of nurses with FMLA leave and recent resignations, Nowicki-Compeau and Werth have been attempting to cover the services. We are currently still providing services at the Cheboygan County Jail. Meyerson's expressed concern about providing services to the jail or providing services in our clinics. However, there is a 60 day out clause.

NEW BUSINESS CONTINUED

Motion by Fournier with support by Lang to terminate the contract with Cheboygan County Jail with 60 days notice. Discussion occurred. Peterson would prefer to discuss this in closed session. Roll call vote. Nays – All. Motion failed.

Policy Approval: Bryan and Greer discussed the policies that were distributed for approval.

Motion by Lang with support by LaFleche to accept the policies dated September 18, 2018 as presented. Ayes all, motion carried.

Altman congratulated the staff on their retirement. Fournier stressed that staff should feel free to contact commissioners if necessary.

Motion by Lang with support by Peterson to enter into Closed Session at 12:12 p.m., Ayes all, motion carried. Roll call vote. Ayes – Lang, Peterson, LaFleche, Newman, Gouine, Fournier, Adrian, Nays – Altman.

Return to open session at 1:38 pm.

Motion by Newman with support by Gouine to dismiss the Bryan, Health Officer from her position. Discussion occurred. Normally you would have a discipline process, not an automatic dismissal. Roll call vote. Ayes – Newman, Gouine, Nays – Adrian, Fournier, LaFleche, Peterson, Altman, Lang

Adrian to review Bryan's contract and come up with a recommendation. Adrian to decide on the committee with his assistance. Adrian will call an Executive Committee meeting before November meeting.

PUBLIC COMMENT:

None.

ADJOURNMENT

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

Adjournment: 1:47 p.m.

Bob Adrian, Chairman

Cal Gouine, Secretary/Treasurer

Judy Greer, Recording Secretary

REGULAR CITY COUNCIL MEETING
August 28, 2018

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

Roll Call:

Present: Temple, Couture, Kwiatkowski, Lavender and Bronson

Absent: King and Riddle

Mayor Bronson led the Pledge of Allegiance to the Flag.

Councilwoman Kwiatkowski moved to excuse Councilman King and Councilwoman Riddle; supported by Councilman Lavender. Motion carried.

Public Comments:

■ **Huron Street Project** - Mr. Ray Lofgren introduced himself stating he wanted to be on the record and acknowledge that he still has not received the information he requested under a FOIA. Tonight the City Manager did give him some information, noting it is really hard to understand and others may have a hard time understanding it also. He commented the estimate shows a project of \$1,218,069.30; most of Council knows the Wilkinson Contract was, he believes, \$1,194,000.00 and we pulled the sewer out. He went on to state two months ago he asked for a meeting and never got a meeting with the Mayor, Mayor Pro Tem and Councilman Temple. The City Manager has assured him that Gordie Fraser is going to itemize everything; however, the money is being spent which is taxpayer grant money; the sewer is being pulled out of it, and it is a big, big expense. Mr. Lofgren went on to state when he worked with Team Elmers the figure was just about \$800,000.00 for the sewer part of the project. He knows the streets were torn up a lot of times and he mentioned to the City Manager that streets were dug up four or five times. The last time was here at State and Huron Streets. It looks like it was anywhere from 8 to 10 inches of asphalt. He does not know why the elevations were shot wrong; in front of the Bishop dealership it was torn up about five times on the corner for reasons he does not know. He has not talked to Mr. Granger, who is on the site every day. It seems to him there some bulk in the figures on this job and the quality and nature of the work, streets done and a band-aid put over the old sewer and he does not think that was necessary. The road all the way into the Park was supposed to be finished today and he is not sure it got finished; but the part that is done looks nice. Mr. Lofgren commented this is the last time he wants to put this publicly on the record. He said he was told Gordie Fraser would provide him with the FOIA requested information; when you ask for something you should get it. He then thanked the Council.

■ **Rahmberg Organizational Study Analysis** - Mrs. Trudy Lofgren introduced herself asking how the evaluation is coming. City Manager Eustice informed her there is a final report in draft form, which Council has and it is in Council review at this time. Ms. Lofgren asked if that is going to be made available to the public or will it be discussed at another meeting. Mayor Pro Tem Couture replied they are not sure yet. Mayor Bronson clarified that some of Council just received their hard copy tonight.

Regular City Council Meeting – August 28, 2018

Approval of Agenda and Receive and File all Communications:

Councilman Lavender moved to approve the Agenda and receive and file all communications; supported by Councilman Temple. Motion carried unanimously.

Approval of Prior Meeting Minutes:

Mayor Pro Tem Couture moved to approve the July 24, 2018 Regular City Council Meeting Minutes as presented; supported by Councilwoman Kwiatkowski. Motion carried unanimously.

Department, Board and Commission Reports:

■ **Report from DPW Director Jason Karmol** – DPW Director Karmol said he would like to clarify some things concerning the ICE Grant. We had to put in sewer in the Grant because we had no video and did not know how much needed to be fixed. They would not let him go into a project and say we would not do any sewer. We had to wait for the camera video of the sewer to come back and really did want to find sewer fixes because they are looking for a lot of infiltration. There is a lot of water coming to the Wastewater Plant and we want to get the stormwater out of there. When they did the video they only found two small spots that needed to be fixed and that sewer was in really good condition; it was put in in 1976 and he really did not see any leakage even when it was raining except for two storm areas that they plugged. Those two fixes did not cost anything because the City could do it. DPW Director Karmol went on to state they decided to put the sewer money into storm improvements that were really needed and in the original grant it was just going to be a patchwork quilt of pavement, pave over the trench of the water main. The sewer is not leaking and they have camera video of it that he will make available on line. He will need an e-mail so he can send them the link to the Google Drive Videos. Everything that starts at Backus in the video continues all the way to the Plant. Also during this time they cleaned it. DPW Director Karmol went on to state the positives of the grant is that it is more than \$210.00 that every taxpayer didn't have to pay in the funding to fix a big chunk of watermain which is our main distributing pipe. They to pay engineering fees on the MEDC grant. In addition, there is a stepdown system; Lewis from MEDC, grant administrator and Brian & Lisa from RCAP all have oversight before any payment. He thinks we can do better with some information that he didn't know was needed; for instance, he asked for our original bid pack back because he thinks that is what Mr. Lofgren is looking for. We could of have them submit three, but nobody has ever asked to see the original bid pack, but this time he saw the need for it so he asked for it back. Brian Bohls is the administrator from Gourdie Fraser, kept all the stuff that he needed to do his audit on the grant. DPW Director Karmol noted he has all the information he needs to keep for the MDEQ for the grant, so we all have responsibilities to show that this money is spent wisely and properly. We have not needed any City Council money to finish the project, so the bid shows the projections of our availability to pay over because of the paving, but we won't need any City tax dollars to finish the project. Also they did not come across anything they could not fit into the grant money. We did get a lot of storm improvements that were sorely needed and weren't part of the watermain project; at First Street they had a maze of pipes they had to solve including railroad tracks in the way, pieces of the old water system in the way – they stopped for every event at Festival Square and tried to do the best we could to serve the public. With all those things in mind he thinks we should be pleased that we are looking at fresh pavement

Regular City Council Meeting – August 28, 2018

in the area that has a lot of traffic and now it can be enjoyed all the way to the Park. Everything from Lake Street to the Park was paved to coincide with the project to save mobilization. He did not bring a PASER Study to show the streets that were left off, but will be talking about that soon. He wants to get back on the PASER Study and start paving the streets by the ratings we were given to go by. DPW Director Karmol noted he did a presentation on this once before and will bring it back when talking about spring paving. He brings this up because he wants to go for more grants; we want to apply for funding and save the taxpayers more money when we go through and improve the system. We want to get the maximum on the grants so he does not have to come back and ask for rate increases for things they need to do. He then asked for questions. Mayor Pro Tem Couture commented he thinks it is great DPW Director used the grant money where it was needed, but when we first put out the bid and then revamped the project, changed the scope of the project, normally it was his understanding that we would rebid the project again. He knows there was a time constraint for the grant and the reason he is good with it is because DPW Director Karmol has people overseeing and okaying it above us. This tells him the State says we are okay to do that and the grant administrator, etc. are all good with that and it takes the responsibility off of the City. Is then asked DPW Director Karmol if he is correct. DPW Director Karmol replied yes, noting he is offering the new solution later but it was too expensive to do before the project. Had he had a sewer camera before we did this and the knowledge that the sewer did not need repair, it would not have been bid like this. It was a big ask the last time he was here with no grant money and no funding and no water or sewer balanced budget to come ask Council for \$35,000.00 for a sewer camera. It probably could have saved itself on the first project from all the trouble we went through, but it was a big ask to get something like that that cost a lot of money and he could not tell Council definitively that when he camera this this might save the sewer, but it would identify exactly where he needed to fix it and would have saved a lot of time in bidding this and a lot of frustration from the contractor bidding an unknown sewer quantity because they had to make some guesses, too. This is why all of the bids were larger because they wanted to bid the sewer larger than what we gave them credit for. None of them wanted to dig as deep as it was because it is below river level or the trenching of the safety problems in dealing with the sewer. Mayor Pro Tem Couture asked when it comes to a FOIA request, if Mr. Lofgren wanted to do this, it is to Gordie Fraser, correct. DPW Director Karmol replied yes. Mayor Pro Tem Couture then asked Mr. Lofgren if he put in a FOIA to Gordie Fraser. Mr. Lofgren referred to meeting minutes. City Manager Eustice stated the City can request it of Gordie Fraser, adding Mr. Bohls is willing to do that. Mayor Pro Tem Couture stated Mr. Lofgren has the right to look at the documents and let's present them to him, if we can. DPW Director Karmol stated originally when the FOIA request came in, he came to City Hall with a pen driver with gigs of data and upon that we found out that Gordie Fraser did not want him to release any information because he did not have their permission to share correspondence. So we released the stuff that was only City at the time to Mr. Lofgren because we needed Gordie Fraser's permission to share communication. Mr. Lofgren asked if he understands that Gordie Fraser needs a FOIA from him. City Manager Eustice replied they did originally request that especially the bid documents. DPW Director Karmol said he thought the bid documents is what Mr. Lofgren wanted so he asked Gordie Fraser to give them back to him because he figured that was the missing piece Mr. Lofgren wanted to see. City Manager Eustice stated Gordie Fraser is going to provide them. Mr. Lofgren stated he does not have the documents. DPW Director Karmol said there is only one copy of an original. Each bid came in a three-ring binder with an envelope that had to be opened during bid

Regular City Council Meeting – August 28, 2018

opening, which were kept by grant administrator Gordie Fraser. We took the summary sheet of the bids and made sure they were correct from the three-ring binders and we have been looking at the summary sheets ever since. After they confirmed the summary sheets reflected the original bids then we started using the summary sheets and allowed Gordie Fraser to keep the originals through the grant process. All of the documents will be returned to us upon grant completion.

Mr. Lofgren said the confusion seems to be with City Manager Eustice and DPW Director Karmol. He noted the City Manager just gave him three sheets tonight and has had very little time to review this. He sees no tonnage for asphalt and we are at 1.2 million, which is a figure he read earlier, and \$1,218,669.30, noting on the third page, column B – mobilization \$30,000.00. He then noted item 28 contains no asphalt. On the next page, item 73 there is no asphalt included in the figure, which is why he did FOIA. Something this big should really have been rebid, but he still does not have the proper information. If they don't want to release or the City Manager to release to him, then he can FOIA them. City Manager Eustice said he does not feel it is necessary but it might speed up the process. DPW Director Karmol commented the document Mr. Lofgren has is a partial payment document that we have not finished submitting the quantities for yet and is in the middle of payment. What Mr. Lofgren is looking at was probably submitted through 7/23, which is the last pay app that was requested. They have not had a pay app since sometime in the middle of July, so the payment quantities won't be on there and the bottom 1.2 million is the total bid amount and \$100,000.00 less than any other bidder, but the original bid amount included sewer but since we did not do the sewer we are utilizing the grant funds up to the \$940,000.00 that we were authorized to utilize. What he did was authorize paving and storm repairs up to the grant amount and when we ran out of the grant money we stopped doing things. We would like to do some more curbing and some more grading and stormwater, but we did not have enough money to continue.

DPW Director Karmol then stated the first thing on his agenda is to release a wastewater request for qualifications. Before we do anything with wastewater it is suggested that we select an engineer. The City has been working with Gordie Fraser but the federal grant administrators would like us to have request for proposals for large applications or at least request for qualifications. He explained he calls it request for qualifications because an engineering firm usually gets a standard amount per contract, so it is not like we are asking for pricing. They are going to get a percentage of the project no matter what we do. DPW Director Karmol went on to state what he wants to do is request qualifications and select an engineering firm that meets the most highly qualified for what we are asking them to do. We are going to pay the engineering firm the same amount. What he would like to do it release a request for qualifications to find a qualified sewer engineer to handle the sewer amounts that we are going to do. Once we select the engineer, those will be the people that we are going to be working with. He will work with whoever the Council selects. The Wastewater Plant had a 20 to 25 year life and is in its 40th year of service and he will be preparing the request for qualifications because it was pretty expensive to have someone else prepare it. DPW Director Karmol went on to state he is now struggling to find someone to help review his work and are going to enlist the help of RCAP so we do not have to pay to somebody do the review.

Regular City Council Meeting – August 28, 2018

DPW Director Karmol then informed Council we are also doing the USDA Water Application and has attached his preliminary numbers (PER – Preliminary Engineering Report) that gives us cost estimates for the projects they have selected for the deficiencies of the water system. When that came back less than the amount Council authorized him to move forward with, he looked at adding two other smaller projects. One is to add North Street to the Center Street project; specifically they have water quality complaints, as well, although not as many as Center Street. The main is the same size, age and condition as Center Street so it makes sense to do it along with it since it is running parallel to it and we already have a contractor in the area. The other thing he would like to add is there is no record of the abandonment of Well No. 2 and a well that is not abandoned properly can leach ground water into our aquifer so he would like some money to have that well abandoned properly and filled so that ground water cannot get back into the system. Right now it is protected by a berm and most of the water is running off, but before somebody forgets that it's there and somebody goes and tries to build on the berm the well is sitting on, he would like to cap it correctly and make sure there is no ground water coming back in. DFPW Director Karmol then stated he has requested updated PERs and expects that North Street should look very similar to Center Street as far as the bid. These two items to be added will bring us very close to the amount authorized to go for grant money. He also picked two other eligible items for the grant so everything in there is now grant eligible because we have rates that support it and our projects are deficiencies from the MDEQ. He understands this puts off Huron Street, Phase II and III, and he gets a lot of questions, but it is not a noted MDEQ deficiency. MDEQ jokes with DPW Director Karmol about the age of the main and the condition that it is in, but right now we have no water quality complaints coming from it. DPW Director Karmol went on to state the reason they are trying to hit the 121 year old main is we don't want it to blow up before we are ready. With all of our water quality complaints and deficiency letters and Huron Street is not on it we need to hold off it for a year and fix some of these deficiencies, and it would not be grant eligible up to 75% like the rest of the listed items. He is looking for the MEDC to open another ICE Grant and he would be happy to bid Phase II and III of Huron Street and at that case he really needs the sewers cameraed at that point so we can bid these things properly. He went on to say as we go through Center and North Streets he would like to camera those sewers, in addition to Mill Street, so he does not have to add an unknown quantity of sewer fixes. He would like to take a camera and mark where it needs to be fixed and tell a contractor how far down it is, which will save the City a lot of money and headache to know exactly where and what to repair and how many lineal feet it is. The camera will be indispensable for the City to find out what we need to bid and where. Without the camera it is very hard for him to go into an application and not address sewer fixes when he has up to 10 times infiltration into our sewer and he does not want to build a plant ten times bigger than it needs to be just because we have all of this infiltration into our sewers. Every time he does a project he is going to be made to address the sewer and it makes sense to have our own camera and bid these projects exactly.

DPW Director Karmol explained to Council that the application just includes the water and so when he follows it up with the sewer application he has to include the sewer on these streets and what we need to do with them so it is important to know an exact quantity.

To rehash what they are putting in there is a deficiency on storage so there is a new elevated storage tank on the east side of town. We have to repaint and clean the old tower. Center Street has to be done because of the complaints to the MDEQ and water quality results he

Regular City Council Meeting – August 28, 2018

submitted to the MDEQ. We have to do Mill Street because there is a section of 4 inch waterman that restricts the two towers from reaching the same height, so we need to take the 4 inch restriction out of Mill Street in order for the two towers to balance each other quickly. He would like to replace this with 12 inch pipe so the two towers will feed back and forth. After he adds North Street and the abandoned well, he believes we will be at the dollar amount that Council authorized and we will have taken care of all the deficiencies in the MDEQ letter. DPW Director Karmol explained even though we got a letter now it does not mean they won't add a deficiency as soon as we are done and it doesn't mean they might find something else later. We are addressing the known deficiencies.

DPW Director Karmol updated Council on the organic drop-off site, noting they would like to move it to Eastern Avenue. The site was closed due to misuse and non-resident dumping. They would like to open it back up and offer it to the residents to drop off their debris. It made sense to move the site out to Eastern Avenue because they are spending time, diesel and feeble equipment to move all the brush out to Eastern Avenue now. During the time it was closed, they took the time to buy some cameras and signage and to open up the small gate and to clear it out for the residents. Now the residents can go directly there and dump their debris and the City does not have to take a day to haul it over there now. He plans to send one guy a week to push it out of the way so that more people can dump there. You will see cameras posted and the only thing not put on the sign was the fine for non-resident dumping or someone dumping couches, refrigerators, etc. He talked to Chief Jones and it is up to a \$500.00 fine, so now that gives him something to put on the sign. You will see a City resident only dumping site and a sign announcing it is the dump for the organic debris. DPW Director Karmol commented it could be offered at the same location but they would like to have it monitored. He cannot deploy a guy just to watch the site. There are also some things that eventually come up missing such as from the scrap metal pile, as well as sand and gravel. He does not mind people taking mulch, but it is just the fact people are back there and unsupervised when it is left open.

DPW Director Karmol said he brought some items Council will see come up that are items put in the Asset Manager and when we raised the water and sewer rates these are things we need to purchase. Some items he is already authorized to purchase and some he is not. Most of them are large purchases and even though he can purchase up to \$5,000.00 when he purchases a Utility Locator for \$3,800.00 it is going to stick out like a sore thumb on the bills & disbursements. He went on to state they need a trench box, which is for operator safety and we are required to have one whenever we cannot see out of a hole. We keep using other things that aren't a trench box to get by, but what we really need is the red piece of safety equipment when they dig a hole that is deeper than they can see out of. He is still using research from all the communities on which ones they like best and is funding out the cheaper ones are going to cost him time to set up and the more expensive ones will save time in setting up. Most people do not like using a trench box because they do not want to place something in the hole that takes up room. The skid steer broom attachment is something that we put in because Parks & Recreation brooms off certain parts of the street by hand. We have a piece of equipment that this can be attached to and it is below \$7,000.00 for us to get a broom and is a piece of equipment that does not owe anybody anything. This equipment will be used 10 to 15 years. This is something that will reduce labor and result in cleaner streets. Right now the City has a 10-year Locator that doesn't give us depth and has a very weak signal. He would like a new

Regular City Council Meeting – August 28, 2018

locator that would give us depth of stuff he is trying to track and will also trace power lines, which are things he can put on our sewer camera so he can locate exactly where the head it and see where the problem is. It will also find underground power, telephone and cable. A lot of times we need to mark it within three feet and a Locator like this could help us narrow it down and at least tell us what is in the area. DPW Director Karmol then mentioned the Sewer Camera, which he talked about before, and is about a \$35,000.00 piece of equipment and runs 325 feet and goes into sewers up to 24 inches which is what we need for a larger sewer. We currently use 24/7 at \$250.00 a time to get us by without a sewer camera. They have helped us not excavate a lot of area by going in and finding the leak and telling him how far he needs to go down and he has been getting by by doing \$250.00 at a time doing our leg stuff. As we get into these projects, 24/7 doesn't have the camera that we need to do these 24 inch sewers or even 18 inch sewers. Their camera is made for 4 inch to 6 inch sewers. We need an extended run camera that can go between manhole to manhole and we need something that does larger sewers. DPW Director Karmol commented he thinks this could have saved the City a lot of money on this project just through the rebid process; we bid the process twice and argued over the sewer the whole time and they told us if we can't tell where the sewer needs to be fixed he needs to put all of it in for replacement. When there is an unknown quantity we have to bid it as such.

DPW Director Karmol told Council we need dump trucks. We need a single axle and a tandem axle. Most of our dump trucks we could have historic plates on and we need to not break down and we need to keep these guys deployed in vehicles that will work for 8 hours. Also, we are making the people rich that provide us auto parts; we are spending a lot of money at the auto parts store to keep our historic trucks on the road and it makes sense to put that money towards a new vehicle.

DPW Director Karmol then stated he would like to refocus our diesel pickup specification. Right now we have a gasoline specification of a $\frac{3}{4}$ ton truck. We have three pieces of equipment that we haul that over 10,000 pounds. In town a $\frac{3}{4}$ ton truck is pulling this, but if we have to take it out-of-town we need to find somebody else that will do it. We need a 1 ton truck. The sewer jet is over 12,000 pounds fully loaded so we are kind of doing it with the smallest vehicle that could possibly do it. There is another reason DPW Director Karmol wants to change the specifications to diesel and it is because we have a mandala contract that puts these diesel vehicles in the \$35,000.00 range. When he goes to sell the diesel vehicle it is in a whole other category with 100,000 miles than a gasoline vehicle. These diesel trucks fetch more money on resale than the gasoline trucks. They are not much more at the time of purchase; we are talking about a \$3,000.00 to \$5,000.00 difference at the time of purchase. These diesel trucks on the lot are \$50,000.00 to \$70,000.00 at the dealership so there is a lot more significant savings to the contract in diesel trucks, there is a bigger payoff for that but he knows in the past we have always selected the lowest price piece of equipment for the job we are doing. He is trying to say maybe we can spend a little bit more and have a truck that will haul our 12,000 pound pieces of equipment and have a better resale after 100,000 miles.

DPW Director Karmol went on to state all of our complaints and assistance from other customers are being done paper notes; we have a system of pushing paper back and forth and we delegate through these pieces of paper. It is very inefficient and he has put up with it for three years because he did not have another solution and the solutions that he had would have

Regular City Council Meeting – August 28, 2018

cost money. What he would like to do is get Computer Maintenance Management System on most of these when they are deployed which allows people in the office, Mayor and City Council and residents to give us these requests and allows him to automatically have them go to the people that can do something about it. All the requests would filter in on non-paper; they would come in so it could be logged and when he received it and when it was addressed. It would also allow him to immediately allow him to delegate those work orders that he can approve or that the City should do something about immediately to the employees that are doing it. It would be a nightmare to go back in the paper notes, which he is also saving and for Council to ask him when a customer called a complaint in and when he did something about it, because he has to go through the file of all the paper notes to find the address and look at the notes he has on it as to when it was received and when something was done about it. It is a very inefficient system but we do have another solution.

DPW Director Karmol then asked for questions from the Mayor and City Council on the items he is looking to purchase. Councilwoman Kwiatkowski asked for the cost of the Computer Maintenance Management System. DPW Director Karmol replied between \$5,000.00 and \$10,000.00, and it usually depends on how much access you want people to have. For instance, on the higher end the users are allowed to go directly to a Google Map and show him exactly where they want him to look for the repair and it logs it through the internet of the correspondence. There are some that are less money that allows a lower amount of access. DPW Director Karmol said he wanted to talk to Council before purchasing this and when he gets bids he would like to talk to Council about which one we are going to approve and what features we would have. This is basically informational at this meeting so Council will understand when he brings these quotes they will know what is coming down the pike and at that time can ask questions.

Councilwoman Kwiatkowski then asked if DPW Director Karmol is looking for grants. DPW Director Karmol replied yes, noting the first time that we will find out is when we submit the USDA Water Application, which is loaded with every item we can get up to 75% grants and then we will have to wait and see how much they give us.

DPW Director Karmol said there was one item he forgot to include, which is a waiver for Center Street customers that refuse to pay their water bills. He has talked to the people that do not want to pay their water bills because of the quality of water and what he has done is taken samples from them and there are at least four residents that have proven to him from their samples that they are above the water quality threshold for iron and if that was coming through all of our pipes we would have to have an iron removal system. What he would like to do is test residents' water; test their water and if it tests over one part of iron, like the rest of these four residents, he would like Council to grant him a waiver to waive the commodity fee only on the water side. He still wants them to pay the ready-to-serve fee because that is for the turn-off and turn-on availability. He still wants them to pay their sewer because they are still flushing. DPW Director Karmol explained he is looking for Council to allow him to waive the quantity for water that is objectionable to them. He told the residents not paying their bill is not the way to go about making a stand on the water situation. He is trying to address it as fast as he can and even holding off projects we already planned just to address it. The problem with this is when we redid the rates he put in our goals that he wanted every waiver for water over \$1,000.00 to come to him and Council. He is not going to waive over \$1,000.00 but as

Regular City Council Meeting – August 28, 2018

soon as he starts doing this, each one of these customers is going to have over \$1,000.00 waived through this process. He did not want to take up Council's time because he has less people coming to him for over \$1,000.00 of water forgiveness and once he told them he has to go to Council and explain it he has not had any. We had \$150,000.00 plus of water waivers before. Councilman Temple asked if the sewer is going to be replaced anyway. DPW Director Karmol replied we are going to replace the watermain. Councilman Temple asked if this will take care of the iron. DPW Director Karmol replied yes. Councilman Temple then asked when it will be bid. DPW Director Karmol said hopefully this fall for the spring. He noted they are also adding North Street as there were three complaints there, but he has not received any water quality. It does make sense to him because it is still the same age as Center Street and still the same condition, so it makes sense to him that they might be having the same complaints so that is why he was trying to put North Street in the money we had available. City Manager Eustice noted that Center Street absolutely has to be fixed and the issues is it is a million dollar fix. We cannot spend a million dollars without getting grant funding to help. DPW Director Karmol commented the cost estimate on Center Street is in the packet, being the first item on page 2 and includes everything we need including paving the road after we are done and not do patch work as he believes that is what Council wants in the future instead of paving a strip. Councilwoman Kwiatkowski said North Street would be the same amount. DPW Director Karmol said the footage is about the same because we have to go past Loomis, so if you start at the Court Street Party Mart it is not quite as long as Center Street but that distance is the same amount that we want to go to Loomis, so it is pretty comparable. Mayor Pro Tem Couture asked if a motion is needed by Council to grant the waiver. DPW Director Karmol replied he does not need a motion for that because the policy he instituted says he can grant waivers below \$1,000.00 without Council, but he is making Council aware that if he would like to grant these waivers for the people who brought him samples and he tested them – one milligram per liter as he wants to see evidence of the water quality and wants to test it and when it proves to be objectionable he would like to grant them a waiver. Mayor Bronson asked if DPW Director Karmol just wants and affirmative, without a motion, from Council. Mayor Bronson said he feels this is reasonable because there are water quality issues there. DPW Director Karmol said he wanted to explain because they are still paying \$6.00 on their water bill, which is the ready-to-serve fee that means they are connected and he can shut them off. He noted he is eliminating the commodity. Mayor Bronson said he feels it is reasonable to give those waivers on the water, noting they are still flushing their toilets for the sewer charge. DPW Director Karmol stated he did not raise these rates to give forgiveness shortly after; he needs all of this money to fix the infrastructure. He is reluctantly giving these waivers because we really need that money and he is counting on it to make payments on the project. So every waiver he gives he is trepidations to even do because all of our funding and figuring of a balanced budget depends on him collecting the revenue from the water and sewer. City Manager Eustice commented the water quality issue on Center Street is by far the worst he has ever seen in the City. Mayor Bronson commented on the water filter brought in for Council in the past, stating it is pretty evident. DPW Director Karmol was thanked.

Mayor Bronson said he knows several sewers or storm sewers have been addressed asking if he is waiting until the end of the season to do the asphalt. DPW Director Karmol said there is three ongoing but we have some issues with paving that did not come with the project and two issues on Water Street that we need to address, as well. What he is trying to do is collect all our paving for the end of the season so he can bring one guy out once to do all these little

Regular City Council Meeting – August 28, 2018

projects. He went on to state he knows the one on Huron is really bothering people, just like the one on Palmyra because of the length of time it took. Councilman Temple asked if he is talking about the ones with the orange cones growing out of the street. DPW Director Karmol replied yes, some of them. Councilman Temple said what bothers him is the one on West First Street asking what we are going to do with that because they tried to fix it once and it did not work. DPW Director Karmol said there are collapsing sewers there and he was really hoping Council would get him a camera so he did not have to dig up a bigger area than he needs to fix it. What they keep doing is trying to repair it but we never see the extent of the damage. Councilman Temple asked if the culvert does not go right under First Street. DPW Director Karmol replied yes. Councilman Temple then asked why he needs a camera to get under there when you can walk it; it's been like this all summer long. DPW Director Karmol commented they have one of those on Lafayette, as well. Councilman Temple said he wants to know how and when we are going to repair it, noting it is real dangerous. City Manager Eustice asked if this is the bridge Councilman Temple is talking about. Councilman Temple replied yes. City Manager Eustice then told DPW Director Karmol they need to look at this. DPW Director Karmol said they currently have the tube to fix it but we need bridge permission from the Drain Commission and County to go through because it is the Little Black Creek Watershed. He does not know when it will be fixed and it is not scheduled at the moment. Councilman Temple asked when he is going to try and get the permission, as he thinks it really should be fixed before fall. DPW Director Karmol said it might be a little difficult to fix before fall but they can try to do that, but it is a pretty big project with a 36 inch culvert with paving on top. It is something that we would like to bid out like the top of the hill on Huron Street, which is really preferred because pouring all the concrete back is going to be difficult. Councilman Temple said what is bothering him is why is it taking so long to even look at that, adding he has been getting all kinds of complaints, 3 or 4 a week, and noting how big the hole is in the middle of the road. DPW Director Karmol said they have made several attempts to plug the hole from underneath and on top and that is when they ordered a new culvert. City Manager Eustice told DPW Director Karmol he thinks we ought to send out requests for quotes and get some costs from excavators to take it as an emergency project.

■ **Planning Commission Meeting Minutes, July 16, 2018** – City Manager Eustice said he does not have anything to add, other than there is the Annual Report at the end of the minutes that does not need any action. There was not a great deal of Site Plan review the past fiscal year, July 1, 2017 through June 30, 2018, noting there was only one that was approved and the owner is still trying to get the building permits for that addition at 1576 Mackinaw Avenue. There should be multiple reviews coming up this fiscal year. The Zoning Ordinance was completed and approved and there is a change in the Zoning Ordinance in that it used to be that when a request came in for rezoning the public hearing would be held at City Council, but the new Ordinance requires the public hearing be held at a Planning Commission meeting for recommendation of rezoning to the City Council and it is just a matter of a motion to approve or disapprove. We have a request for rezoning of properties owned by the Dorey Family, which includes This Old House, two adjacent buildings and a residential property on Jackson Street. AutoZone is requesting to have that rezoned to put a store on that property. All the existing buildings will be demolished, if the rezoning is approved, and a 7,000 square foot store will be constructed on the site. This will take place at the September 11, 2018 meeting. Because the Engineer is coming from Howell, Michigan he set it up so the Engineer could go to the public hearing at the Planning Commission meeting at 6:00 p.m. on September 11 and then to Council at 7:00 p.m. the same night.

Regular City Council Meeting – August 28, 2018

Councilwoman Riddle entered the meeting at 8:00 p.m.

Mr. Wes Berlin is the Engineer and will be in attendance at both meetings. Council will have the survey and drawings in their Council packet for September 11. The properties are mixed zoning and the rezoning request is to change them to B-4, General Commercial. If the rezoning is approved, they will then bring a Site Plan before the Planning Commission for review and recommendation to the City Council. City Manager Eustice noted there is some concern with the residential properties on Jackson Street and S. Water Street, but it is all going to be separated and buffered by Ordinance. This is just a change as to where the public hearing is held, which is pretty common throughout the State that Planning Commission's do hold public hearings, which we never had as they were all held at the City Council level. Mayor Bronson asked if the Calcite Credit Union site was another site that was a mixed zoning site and was all zoned one zone. City Manager Eustice replied yes.

■ **Parks & Recreation Commission Meeting Minutes, June 20, 2018 and July 23, 2018** – Mayor Bronson noted there are two months of notes in their packets, stating there is a lot of discussion going on with this group. City Manager Eustice commented we now have a seven member Commission and have had some great participation. They are working on updating the Recreation Plan and are targeting the late winter or spring of 2019 to have it done and presented to Council for approval. They are having regular meetings and he does not feel we need an outside source. City Manager Eustice stated that Kate Schulz is the Chairperson and is doing a lot of work on editing the current Plan and making some additions. He talked in some detail with Ralph Farver, who is the President of the Cheboygan Hockey Association, and there is very little in the current Plan with regards to the Ice Arena, so he is going to meeting with Mr. Farver and Jamie Huber, Vice-President of the Hockey Association and make some additions regarding the Ice Arena and incorporate it into the Recreation Plan. It is important that we look at that issue continuously.

■ **City of Cheboygan 2018 Public Auction, August 30, 2018 at DPW Garage** – City Manager Eustice noted Council has a listing of what is up for public auction and it is at 6:00 p.m. this Thursday night. He asked Chief Jones if he has any additions to the listing or any other items. Chief Jones commented a few items have been added each day. City Manager Eustice said this is not something they do annually, but it is something we do as we accumulate items that need to be disposed of. We cannot as a municipality sell an item directly to the public, it has to be auctioned and this process is what is necessary for moving these items along and getting some money for them. He briefly reviewed some of the items. Councilwoman Riddle asked if there are ever any items that do not go by auction and what happens to those. Chief Jones answered everything goes. City Manager Eustice stated occasionally with a computer we will smash the hard-drives and dispose of them because they are worthless to auction. Mayor Bronson commented we can give stuff away, we just can't sell it.

■ **Downtown Development Authority Meeting Minutes, August 7, 2018** – City Manager Eustice said there is a public hearing at the City Council meeting for the Downtown Development Authority Development Plan; we are amending that Plan and adding some items to the Plan including the Michigan Main Street. The public hearing is September 11, 2018. The Plan is available and published and required a 20 day notification.

Regular City Council Meeting – August 28, 2018

General Business:

■ **Consideration of Making Formal Application to Michigan Economic Development Corporation (MEDC) for Michigan Main Street Select Level** – Mayor Bronson said the Council received a report. Ms. Kirsten Guenther, Downtown Enhancement Administrator, stated at the last City Council meeting she presented the Council with a Main Street Report of what the Main Street Steering Committee has accomplished to date. As she said at the last meeting, to formally apply for the Michigan Main Street, we need to have a Letter of Intent from the community, which is the City Council. Provided with the Council packet is a sample letter they are hoping Council will sign. Also in the packet is a Fund Development Plan, which is another item required in the application, as well as the Communication Plan. The City Manager Eustice will go over the Fund Development Plan and we have Sherry Nelson, Communication Chair, who will go over the Communication Plan.

City Manager Eustice reviewed the Fund Development Plan, which must go in with the Application. The actual Application is not until December, but what we are asking for tonight is a motion to approve a Letter of Intent to submit application. We do not have to put the Fund Development Plan in with the Letter of Intent nor the Communication Plan, but wanted Council to see both of these Plans and get a feeling of what it is going to cost us and what we need to move this process forward to get to the Select Level. The proposed budget for the Michigan Main Street Select Level is on the last page of the handout and is a five-year budget (revenue and expenses). The proposed revenue side for the first year is \$293,750.00, which is higher than what the DDA budget is currently. This Fund Development Plan would replace the DDA Budget; the DDA and Main Street would come together as one unit. The Tax Increment Financing, the DDA's biggest fund of about \$225,000.00, would become part of this budget and the budget for the DDA is roughly in the \$225,000.00 to \$230,000.00 range with some donations. This budget is higher because there are community contributions that we are depending on; the Bring It Cheboygan Group and Steering Committee are working to provide some of these contributions through business owners contributing. There is a City contribution of \$25,000.00, which would come from the General Fund, He went on to state in talking with the MEDC to look at our application they want to see some kind of financial commitment from the City to help with this program. Ms. Laura Krizov said \$20,000.00 would probably be the minimum if we want them to consider our application. They want to see that the City Council/Governmental Body of the City is in favor of this. Overall there is \$293,750.00 in revenue and the expenses are \$166,079.00, so financially that gives us \$127,671.00 to work with. We are adding about \$75,000.00 to the DDA budget because of local, private and City contributions and some fund raising, along with \$10,000.00 in a raffle for fundraising. FallFest has also contributed monies, making about \$7,000.00 last year on FallFest, although we budgeted about \$5,000.00 annual revenue for FallFest. Mayor Pro Tem Couture asked if the group that is doing the Main Street Program, should they not go to DDA meetings and present the same to the DDA. He is trying to decipher the differences between what is the benefit of this over the DDA; it is joining/merging with the DDA. City Manager Eustice pointed out the biggest thing if you are a Michigan Main Street designated community there is a lot more benefits the MEDC can provide for you, such as engineering services. Mayor Bronson commented there is a whole list of benefits that come with being a designated City,

Regular City Council Meeting – August 28, 2018

such as the property near the bridge was advertised by the MEDC and by becoming a select member we would have more opportunities to list properties like that State-wide. We would also get better granting opportunities. Councilman Temple asked what happens if these contributions stop coming in. Mayor Bronson said there is nowhere it says we have to stay with it forever. Mayor Bronson said this reminds him of the Carnegie Library Program where Carnegie came around and said he would give money to build the Library when the City makes a commitment to fund it after he was gone. The City has to have some skin in the game to participate in the benefits it brings. Councilman Temple pointed out the wages/salaries start right out at \$47,500.00 without benefits. Mayor Bronson said the benefits are all listed. They are talking about merging the salaries being spent in the DDA now; we are not adding to them. City Manager Eustice replied we right now are funding these wages and benefits. \$30,000.00 of it is going to go back into the General Fund that the DDA is no longer going to pay for his wages and benefits so the frees up \$30,000.00 for the Main Street/DDA. Mayor Bronson said we are to have a person 30 hours per week and the City Manager is talking about merging that job, as the Downtown Enhancement Administrator becomes the lead person on that. City Manager Eustice replied yes, noting the Michigan Main Street Director is the TIF Director and it cannot be the City Manager or the Mayor. The Michigan Main Street Program will be 100% funded by the DDA Fund/TIF and contributions. Mayor Pro Tem Couture inquired if the DDA is on board. City Manager Eustice replied they motioned to approve it; there was some reluctance early on because they felt they were already kind of doing this, but the benefits for having a combination DDA/Michigan Main Street are much better than we have currently with the DDA. The DDA doesn't really solicit business from outside the community or the County and the Michigan Main Street focuses on trying to get new private investment into the community. We have that momentum right now and have people that are investing in our community mainly because of some of the things we have done with Redevelopment Ready Communities and Michigan Main Street and the Bring It Cheboygan Group; they are focusing on bringing new investors to our community and it is working. Look at Simply Marcella's, Queen's Head and the Nauti Inn. The new business development wants to participate in a community that is focused on improving the community/improving the downtown. Councilman Temple asked if they look for businesses that will come in and pay a decent wage. City Manager Eustice said that is part of it, but one of the things the Michigan Main Street Program does focus on is providing good paying jobs and getting investment into the City. It does address that. Mayor Bronson asked if the \$127,000.00 after expenditures is what the DDA would have to continue their projects. Mayor Pro Tem Couture asked if that aspect of the DDA does not go away. City Manager Eustice replied it does not. Mayor Pro Tem Couture then stated this combined Board can choose to spend that money on other things, correct, outside of the DDA, or will there still be a boundary. City Manager Eustice answered there is still going to be the DDA boundary and the Tax Increment Financing portion will stay in the DDA. Councilman Lavender asked exactly what will be the added responsibility for an additional staff person for the Main Street Program; is there a job description for what the duties are for this person. City Manager Eustice answered yes, in a sense. That is something the Committee and the DDA are going to have to verify and come up with exactly what they want that person to do. There is a generic job description for a Michigan Main Street Manager and it is basically to manage the TIF side of the DDA and the Main Street and seek grant funding, look for projects, manage the Downtown Development Plan and also try and get new business into our community and do marketing. Councilman Lavender asked how that is different than what we have now. Mayor Pro Tem Couture commented it sounds like the job

Regular City Council Meeting – August 28, 2018

description we had for the DDA Enhancement Administrator position. City Manager Eustice answered they are very similar, but being a Michigan Main Street Community again will bring us more from the MEDC, more opportunities of grant funding, and provide us more services (engineering, marketing). Mayor Bronson asked if there is different grant funding available through the Michigan Main Street Program for eligible cities. City Manager Eustice replied they are changing that at this point. There is going to be grant funding available for Michigan Main Street Communities that other people will not be able to apply for. The same with Redevelopment Ready Communities. The MEDC is getting to the point if you are not a Michigan Main Street Community or a Redevelopment Ready Community you may not be eligible for any grant fundings that are available, i.e. the ICE Grant for Huron Street. Councilwoman Riddle asked if the Redevelopment Ready Communities go along with the Main Street Community. City Manager Eustice replied yes, we are going to have to coordinate those. Councilwoman Riddle commented there are things that the State has changed its guidelines for getting funding. Councilwoman Riddle asked what indebtedness is there in the DDA still; she knows the bridge is now off. City Manager Eustice referred her to the second page to the Loan Principal Repayment and Interest. The payment next year for Festival Square is \$56,763.00. That is the debt the DDA has and it goes through 2022. Mayor Pro Tem Couture asked what the DDA has at the end of the fiscal year after expenses. City Manager Eustice replied until this upcoming fiscal year they had nothing; they spent almost every dollar brought in because of the debt on the pedestrian bridge. Going forward to the next fiscal year they do have about \$65,000.00 to work with for projects. Adding the Michigan Main Street and getting contributions it will be well over \$100,000.00. Mayor Pro Tem Couture commented the City's General Fund is going to put \$25,000.00 in, so it is close to \$100,000.00. He went on to state there is an additional value. Mayor Bronson commented the \$127,000.00 is the DDA budget and \$25,000.00 comes from the City's General Fund. City Manager Eustice commented it is not there now. Mayor Pro Tem Couture commented we are robbing Peter to pay Paul and at the end of the day whether it is DDA versus Michigan Main Street/DDA, how much is going to be left over after the TIF and all the expenses are paid – what can go into the community. It looks like it is going to be more with the Michigan Main Street at the end of the day. Now there are numbers for revenues that are goodwill – people working harder to find more money. More volunteer work, more raffles and going out and getting contributions from businesses, property owners, residents, and community groups – that is the difference. City Manager Eustice replied it is. Mayor Pro Tem Couture said he applauds people who put their extra time in lately with Michigan Main Street and the Bring It Cheboygan Group. The DDA is already there – do it there. It is just a different group of leadership. In some sense of the way, it is another group that is taking over the organizational part of it. Maybe that needs to happen, but does not think he is comfortable yet. We need to look at that City wide. That is just what we spent money on for an Organizational Analysis that we are still rifling through at this point. This might be the correct direction, but if not we can get out of it.

Mayor Bronson said what Council is deciding tonight is whether we will send a Letter of Intent but we are not making a commitment until December. Mayor Pro Tem Couture questioned if this has to be sent in prior to December; if we don't do this now we can't put our application in. City Manager Eustice said that is correct. Councilman Lavender asked if there is an impact statement of what it is going to do to the General Fund, which is \$25,000.00 plus the City Manager's portion of his salary of \$30,000.00, which is \$55,000.00. His question is is

Regular City Council Meeting – August 28, 2018

there an impact statement that is going to happen specifically on the City's General Fund with the Main Street Program. City Manager Eustice replied that is basically the impact. We are moving \$55,000.00 out of the General Fund. Mayor Pro Tem Couture commented it is a double-edge sword. If he is opposed to the Michigan Main Street then he is discouraging all the people who care about the City of Cheboygan and have been volunteering and that is not the intent if he is not into it. He does not know if this is the mechanism and has felt this way from the beginning of the original Main Street delivery. Councilwoman Kwiatkowski said if we do the Michigan Main Street and it develops on Main Street like we hope that it will, won't that add to our General Fund and make up for these expenses. Mayor Bronson said that is the goal. Councilman Temple said we need to develop Main Street but we also need to develop the rest of the City. Councilwoman Riddle said by developing this program that is set up and we have the support of the State with this program, is one step. Another step that we want to take is making changes in our Recreation Plan and there is a lot of discussion and talk about how we can do that. There are all ways to improve and move the City forward; we can sit back and be afraid to spend a little bit of money to improve or we can take that first step. City Manager Eustice commented the key is the external benefit of developing the Michigan Main Street Program and improving the community downtown, which will sprawl into the outskirts of the community and people will invest. Councilwoman Kwiatkowski asked if the Main Street Program helps new businesses that want to come in; do they get extra grants or money if we are a Main Street city. City Manager Eustice said they can and that is why we set up the DDA District to be eligible for Community Rehabilitation Grants and Community Redevelopment Grants. Mayor Pro Tem Couture asked why we don't make the whole City eligible for that. It is because Main Streets nationwide are distressed so you need help like the Michigan Main Street Program to develop them, to get them back to where they were in the 50's. The east side of the City is distressed and other parts, too, but the south side in and around Walmart are not distressed so those are going to develop just because of the economy. If you develop a strong Main Street downtown and get buildings filled, those areas will develop as well and they are going to build the tax base because they don't need a break because they are going to get a return on their investment by putting a building up on the south end of the City.

Mayor Bronson commented there are audience members that want to speak on this, then we will come back to Council discussion. Scott Herceg, Executive Director, Cheboygan Area Chamber of Commerce, said he is here tonight to represent the 11 members of the Cheboygan Area Chamber of Commerce Board of Directors and 340 plus member businesses and organizations from the Chamber of Commerce. The Chamber strongly supported the full adoption of the Michigan Main Street Program here in Cheboygan since the beginning of this discussion. They do so for four main reasons: (1) Get Cheboygan on the list for potential avenues for attracting businesses to Cheboygan – the MEDC cannot mention Cheboygan because they are not a Main Street Community and they only give people inquiring of places for their business are Main Street communities. (2) The support of the Main Street Program brings through Best Practices and the framework for success. The Michigan Main Street Program is a highly customizable system and it is proven State wide and nationwide. We can adapt it for whatever we need but it gives us an extra level of coaching, resources, training, intelligence and support that we do not have right now. As part of the Michigan Main Street we have an entire battalion behind us that is willing to help the fight of economic development with us. (3) Give Cheboygan a win and further the momentum. Mr. Herceg said it was

Regular City Council Meeting – August 28, 2018

mentioned before the Bring It Cheboygan Group is probably the most visible and well known group but there are many other groups that are working behind the scenes to advance Cheboygan. There is a groundswell of enthusiasm in Cheboygan right now. He has a meeting tomorrow with a Detroit magazine that is specifically coming to Cheboygan to write an article on our economic development momentum and enthusiasm. There are 26 new businesses that have started in the last two years. He was asked to mention the specific magazine. Mr. Herceg replied “Crain”. He went on to state close to one-half of the 26 new businesses were downtown businesses. (4) It makes financial sense. Mr. Herceg stated the budget in front of Council is probably way more familiar to someone like him than someone like City Manager Eustice. It is not a municipal budget but a non-profit budget and is the uniqueness. He was able to assist with the formation of this budget and this is a very, very healthy budget to run a non-profit on and very doable. Mr. Herceg went on to state the salary of the Main Street Director has come up and from his understanding of municipal budgets the adopting of the Michigan Main Street Program is budget neutral for the City as far as salaries go. The same dollars the City is putting out right now, to pay DDA Director Eustice or Downtown Enhancement Administrator Guenther, gets reshuffled a little bit to provide for a Michigan Main Street Director; no new dollars. It is budget positive at \$127,000.00 and this can be reinvested into new programs and use it to further Cheboygan. In closing, the Cheboygan Area Chamber of Commerce strongly believes in the Michigan Main Street Program and, if fully adopted, has the potential to be more economically transformative for this community than the Meijer’s Project. When you look at Boyne City as an example of this, 15 plus years ago he had an opportunity to buy a house in Boyne City for a job that had him on the west side and he said absolutely not; Boyne City at that time, in his estimation, was a dying community. As he has gotten to know Cheboygan, Boyne City and Cheboygan have a lot of similar history, a lot of manufacturing, etc. That is all changing for us and has dramatically changed for Boyne City. Fifteen years ago, when he was considering buying a house, he did not know Boyne City was considering getting into the Michigan Main Street Program. They were one of the first communities to do so in the State of Michigan. They are now a poster child for doing it right. Their economy is booming, their population is expanding, their property values are rising, and their school is growing. These are all things we would love to have here in Cheboygan and they do not have a Meijer’s. Mr. Herceg said the Chamber Board would like to reassert their 100% support of moving to the Select Level and adoption of this Program and would encourage Council to demonstrate their same support on a resolution tonight.

Mr. John Costin, new owner of the Queen’s Head, a local pub. He must say it seems quite successful and he had the opportunity to meet a huge number of residents and citizens over the last 31 days. The Council should certainly be given a lot of credit at the moment for Cheboygan’s action of having momentum. You don’t see it if you don’t feel it; others do, it’s there. The Council should feel good about that. The most important thing now is to actually maintain or improve on that momentum moving forward. The Main Street Program is not rocket science and he does hear why the DDA can’t do what the Main Street Program does. Well, frankly it could but would have to change its whole purpose and whole outlook of the way it meets. The Michigan Main Street isn’t a process of where you meet once a month and approve something; Michigan Main Street is a working group that puts in several hours of work a month on tasks and projects. Michigan Main Street requires an awful lot of personal time of all those involved. We are very lucky; we have a big volunteer force, with the Bring It Cheboygan Group having over 400 volunteers. They are not at every meeting but they are

Regular City Council Meeting – August 28, 2018

available to give economic advice and physical support and we are very, very lucky to have that in the Cheboygan area. Mr. Costin said he personally feels the Council should send this Letter of Intent and then spend time over the next few weeks to ask lots of questions as to how it is going to work. If we get this Letter in we are on the road to get to the Select Level which will bring a lot more resources, grants and opportunities to Cheboygan. If we don't put this Letter in now, we wait another year. He employs Council to back all the great people that are working towards making Cheboygan great, just as Council is, noting the time Council has given up. His plea is put it in and then let us prove to Council they are making the right decision.

Ms. Sherry Nelson agreed with Council that the most painful part of this whole project would be the conflict between the DDA and the Michigan Main Street Group. Currently they are working with two completely intact sets of managers, workers and boards, etc. That probably will have to evolve because there is so much work to be done and so many things they can do and so much outreach they have to do, it is not something that the DDA will do and the Main Street people have shown that they are willing to do it and they can do it. It is not something the DDA can do or will do and somehow they will have to merge, but it may be painful and it will be difficult and won't happen overnight. It may just happen down the road, but the DDA cannot do what the Main Street is doing.

Ms. Mary Hebert said her point of view is a little bit different and will go along with some of the revenue that will come back to the community through the increase in real estate values; that is a given. She mentioned at an earlier meeting that if went and looked at a community pre Michigan Main Street and the real estate values before and after, and there was a sizable increase. She has, in fact, verified this and it is true. Truly, we are seeing some of that already happening here but the surge of new information, new energy, new lessons and best practices from other communities that we would benefit from she thinks would be definitely something that we should try and work together to make sure that we continue it and make Cheboygan stronger for it. Ms. Hebert said she was at the very first Michigan Main Street meeting that ever happened in Michigan, Saline/Ypsilanti, and those communities were struggling and were manufacturing communities. They realized there needed to be new job creations and new infusion of businesses in that community and it has proven to be true and she is sure the same thing can work in Cheboygan. We have the momentum and there are definitely some really smart and really good people that have been working on this for a while and thinks there would be more harm created then if we didn't apply. Ms. Hebert went on to say her deepest fear is that it would set us back; she would vote yes for the Letter.

An audience member asked if the City cannot get some funding from the County; they ask the City to throw money in, so why can't we get money from the County. City Manager Eustice said there is a line item in the plan for County revenues but it is zero right now.

Mr. Ray Lofgren said he is not for or against this, but some of you have considered in the past whether or not to dissolve the DDA. He hates to see a bumping of heads because of this or dissolve the DDA. Mayor Bronson said there is always going to be a place for both because not everyone who is involved in the Michigan Main Street committees and boards would be eligible to be on the DDA Board. There is criteria for the DDA Board, so he thinks there is a means to have two groups. To be on the DDA Board you have to have a business in the area

Regular City Council Meeting – August 28, 2018

or have a connection in the DDA District. Mr. Costin commented you can have sub-groups and sub-teams and everyone who wants to be involved he thinks would have a place to be involved. Mayor Bronson said Mr. Costin is right, but not everyone who is active in the Michigan Main Street committee may not be eligible to be on the DDA Board. Mr. Lofgren said he is only talking about the revenue grasping and believes it is the same DDA; if he is wrong he stands to be corrected. Councilwoman Riddle said the monies are coming from the DDA budget. Mayor Bronson said the bulk of it is. Councilwoman Riddle said there is nothing in front of Council that states the DDA is in favor of these monies being absorbed by Michigan Main Street; one question that she has, and she does not want to step on toes, but monies that are collected for the DDA are meant for the DDA in some way, shape or form, and how does this budget address that. City Manager Eustice says it has to be merged, although they are basically one and the same. The DDA will become Michigan Main Street and the budget for the DDA will become the Michigan Main Street budget. Councilwoman Riddle said there was no information in the DDA meeting of the approval of that actually happening. She thinks we have a little bit of the cart before the horse because this is a Main Street Fundraising Plan, absorbing DDA funds, and she sees nothing with reference from the DDA saying yes this is doable. Councilman Temple asked if the City Manager can get Council the information they need because they have until Wednesday. City Manager Eustice stated we have until the end of the year to actually submit the application; again, this is just a Letter of Intent to further the program. We are not making any commitment financially and even when we make application in December, we may not get it. We have to make a presentation in February in Lansing and have to have a group go down and do this; they may not select us. Even if they do select us if Council is not comfortable with moving forward with that then don't; we don't have to make that commitment. He thinks we should at least make a commitment to the process. City Manager Eustice explained the funding plan really does not take effect until months after you are selected, then you have to come up with how you are going to fund it. Councilwoman Riddle asked if Council can get information back from the DDA as to how they feel about it. City Manager Eustice said the DDA made a motion to support the Michigan Main Street Program; does Council wants a motion to use Tax Increment Financing for Michigan Main Street. Mayor Pro Tem Couture stated that is essentially on the City Council. Mayor Bronson said it would help if there were a recommendation from the DDA that they are for this plan, as it would let Council know that they see a benefit to it. Councilwoman Riddle suggested finding out what DDA members would like to be a part of the Michigan Main Street. Mayor Bronson commented there is a lot of overlap already. Councilwoman Riddle agreed but there are grey areas she is a little uncomfortable with that haven't been addressed completely and whenever you make changes and this is a growth change, where we are growing and changing our look as far as what the community is doing, there are some growing pains but you want to limit them as much as you can by keeping everyone informed and being aware that you are not stepping on someone's toes.

Councilwoman Kwiatkowski moved to submit a Letter of Intent to the Michigan Economic Development Corporation and to apply for the Michigan Main Street Select Level Program; supported by Councilwoman Riddle. A roll call vote was taken; motion carried unanimously.

Mayor Bronson encouraged Council to get their specific questions to City Manager Eustice, noting he has questions regarding the softness or firmness of contributions, i.e. do they have pledges.

Regular City Council Meeting – August 28, 2018

City Clerk's and Treasurer's Comments: Clerk/Treasurer Brown stated she provide Council with the debt service schedule for the Zamboni machine. This is an annual payment, with three payments left totaling about \$8,800.00. This will be paid off in 2021.

She then noted we are a little bit backlogged on some of the meeting minutes with the Primary Election going on. This was discussed and we think that a solution would be to actually upload our recorded meeting minutes to the website so that anybody would have access; they would be out there quicker and would save a lot of time on the backend typing those. Unless she has some strong opposition tonight, we would draft a policy for the next meeting to be approved by Council.

Mayor Bronson agreed, stating he has discussed this with Clerk/Treasurer Brown and some of the staff. He had stated previously he liked having in-depth minutes because that is only way he knows what is going on in the discussion, but as he talked with staff, noting he does minutes for the Library Board, and for every hour on the tape recorder there is probably two hours of listening to it and recording it. One person does all the minutes for the commissions and he started adding up the time, we are probably paying someone about half their time to write minutes. If Council is okay with it minutes would become just a very brief description of what happened at the meeting and not the dialogue. Clerk/Treasurer Brown added also the action items that need to be followed up on. Councilman Temple asked how the minutes will be given to Council. Clerk/Treasurer Brown stated an audio of the minutes would actually be posted on-line on our web page, or could be placed on a CD for Council members if requested. We would still have some typed minutes that just go over the action items and things that need to be followed up on. She stated this would make it easier for Council to remind them of what was discussed last time and what needs to be followed up on. Clerk/Treasurer Brown then asked if staff can draft a policy for Council's consideration. Councilwoman Riddle asked if the minutes go on the site, is it typed out, or do you listen to it vocally. Clerk/Treasurer Brown replied you would listen to it vocally. City Manager Eustice explained it is an MP3 file and most any computer has the software to listen to it. Councilwoman Riddle asked if there is a lesson they can have, if needed. City Manager Eustice replied absolutely. Clerk/Treasurer Brown replied they can do a walk-through of that. City Manager Eustice stated the nice thing about digital files, although some are fairly large, we have enough storage capacity to store all meetings forever. Councilwoman Riddle asked if they are stored on site or in the Cloud. City Manager Eustice replied on-site, but we can use the Cloud. There is unlimited storage out there. Councilwoman Riddle said she is a little uncomfortable with the Cloud because when they are away from where you are they can just go away; if you have control over this item then you can always pull information from it. Clerk/Treasurer Brown said staff would draft a policy for the next Council meeting and if there is still concern, it can be talked about at that time.

Councilman Lavender inquired as to how the on-line payments are coming and if it is going smooth. Clerk/Treasurer Brown said it hasn't been terrible; we didn't take as many tax payments as we initially thought because of the 3% fee. When you make a tax payment the 3% adds up pretty quickly. We are seeing a lot of the utility bills being paid on-line. We are

Regular City Council Meeting – August 28, 2018

starting to see more people shifting to making payments on-line. It is just a matter of weeding through them and getting them to where they need to go.

City Manager's Report:

- **Brush Drop-Off Site** – City Manager Eustice noted DPW Director Karmol addressed the issues with the brush drop-off site, noting we are now using the Eastern Avenue site. He told Councilwoman Riddle, as she was not present for this discussion, we had issue with the site behind the DPW as it got full and there were a lot of non-City residents using the facility and we did not have the ability to move the pile of brush. He then explained we typically move the pile of brush from behind the DPW building to the Eastern Avenue site, which is another step and takes more manpower. DPW Director Karmol decided to just use the Eastern Avenue site, which will be open all the time and is cameraed so we can make sure it is only City residents using the facility and people are not dropping off washing machines, refrigerators, etc. It is the southernmost gate and the best way to access the site is to go down Vanyea Road because it is paved and make a left hand turn onto Eastern and the first gate you see on the right you go in and drop brush. City Manager Eustice commented he thinks this year we got a lot more brush at that facility because there was a burn ban on due to the dry summer and people outside of the City could not burn brush and they knew they could bring it here and we got an influx of additional brush. We have had a lot of calls and a lot of uproar about that facility being closed because there are citizens that depend on that, especially older citizens that have a hard time of disposing of tree limbs and brush. Councilwoman Riddle asked if we manage the site for separation or turning it into chips or making it so it is reusable. DPW Director Karmol replied no, adding currently what is dropped off there and what we take out there decomposes. It is pushed off to the edges of the property and is allowed to decompose. The people that trim trees drop their mulch off behind the DPW for that to be utilized. We currently do not recycle or burn any of that debris. Councilwoman Riddle commented years ago there was a trip down to Gaylord to see their DPW facility and they have quite an extensive recycling of brush and then the City residents have the availability to come in and get the mulch, but that is a lot of time and we don't have the manpower to do that. DPW Director Karmol stated some cities do not have a choice but to buy equipment to make all the branches go away because they do not have the space we do. We do not have to have a chipper to reduce the volume of brush that we receive. She then asked to speak with DPW Director Karmol at the end of the meeting.

- **Dalmac Bicycle Group** – City Manager Eustice reported this weekend we will have a Dalmac Bicycle Group here; it is rather a large event and is not all being held in the City. It is a Lansing to Mackinaw City ride. There are going to be as many as 300 people in Cheboygan on Saturday and they camp at the High School. The School is providing them with a dinner Saturday night, but they do not have to eat there. There will be transportation if some of the riders elect to eat downtown. We should have a nice influx of bicycle riders in the community Saturday. These bikers are road bikers; they do not use a trail and ride on the roads and highways. They will end up in Mackinaw City on Sunday and there are about 1,100 bicyclists total.

- **State Street Bridge Walk on Labor Day** – City Manager Eustice announced the State Street Bridge Walk will be held on Labor Day and people may begin to line up around 11:00 a.m. with the actual bridge walk starting around 11:40 a.m. There is free hotdogs in Festival Square after the walk. This is our 19th year of the State Street Bridge Walk. Councilman Temple stated the bridge walk was longer than 19 years because Snoopy's used to put it on and his brother was one of the starters of that.

Regular City Council Meeting – August 28, 2018

▪ **Committee Updates** – Mayor Bronson inquired on the Rahmberg Stover Analysis. Councilman Lavender reported they got the initial draft report for the Organizational Analysis from Rahmberg and Council received a copy today. He went on to state that Mayor Pro Tem Couture, Councilman King and he talked and they have been through the draft report and already discussed it; the Committee feels they would like to have a conference call with Rahmberg and also thought it would be a good idea that they put together a draft Proposal for Council action from the Organizational Analysis. Mayor Pro Tem Couture said obviously they cannot meet in a quorum but they can answer questions and we need to start the discussion. Councilwoman Riddle asked if it would be beneficial to have a special meeting to discuss the Analysis. Councilman Lavender said he has no pre-conceived thoughts and it is however Council wants to proceed. Mayor Bronson commented no other committees met. City Manager Eustice stated only the Main Street Steering Committee and Council heard most of that earlier tonight.

Messages and Communications from Mayor and Council Members:

▪ **County Plan** – Councilman Lavender inquired about the Plan the County was working on along with the Port Initiative Group and there was an economic development person that was going to a collaborative effort, wondering if that has gone away. City Manager Eustice replied it has not; the County is still focusing on that side of it at this point. He believes at this point they are going to send out Request for Proposals for that position, which will be a contracted position. He does not know if they made a motion today to do that, although he thinks there was some discussion today. The next step is to have a job description and a listing of what the requirements of this position would be and then send out Request for Proposals and see who they get. Again this is not a County job, it is a contracted position and will probably be for two years. Mayor Pro Tem Couture said this is part of the same discussion on economic development, it is the same basket we are all talking about. When the City does a loan potentially with the Michigan Main Street, the County should be on the same side, so we are all in the same box. It is tough that we cannot break those walls down.

Adjournment:

Mayor Pro Tem Couture moved to adjourn the meeting at 9:16 p.m.; supported by Councilman Temple. Motion carried unanimously.

Mayor Mark C. Bronson

Clerk/Treasurer Bridget E. Brown

Councilman Joseph Lavender

Councilwoman Winifred L. Riddle

Councilman Vaughn Temple

Councilman Nathan H. King

Mayor Pro Tem Nicholas C. Couture

Councilwoman Betty A. Kwiatkowski

**REGULAR CITY COUNCIL MEETING
SEPTEMBER 11, 2018**

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

Roll Call:

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

Absent: None

Public Comments:

- Mr. Ray Lofgren discussed the water and sewer project. He is concerned that the figures in the bids are not being fulfilled in the best interest of the City. He also discussed the curb appeal of the community and that it might be worthwhile to use the street sweeper in additional locations.
- Ms. Susan Cheli inquired about the status of the Lincoln Street Bridge being painted. City Manager Tom Eustice replied that the specifications were being written for a Request for Proposals for the spring. She also inquired whether the dead trees along Main St. were going to be removed. City Manager Tom Eustice stated that the Consumers Energy Grant for tree replacement is in process.
- Ms. Trudy Lofgren inquired whether the SAYPA kids could do more around town. Specifically if they could help with weed removal at and near the Lincoln St bridge. City Manager Tom Eustice said he could check on that.

Approval of Agenda and Receive and File all Communications:

- Councilwoman Riddle moved to approve the Agenda and receive and file all communications; supported by Councilman Lavender. Motion carried unanimously.

Approval of Prior Meeting Minutes

- Councilman Lavender moved to approve the Regular City Council Meeting Minutes of August 14, 2018 as presented; supported by Councilman Temple. Motion carried unanimously.

Public Hearings:

Consideration to Rezone Properties for AutoZone as follows: [104 Jackson Street from R-1 (One Family Residential) to B-4 (General Commercial); 112 Jackson St from B-1 (Local Business) to B-4 (General Commercial) and 1119 S. Main Street from T-1 (Tourist Service) to B-4 (General Commercial)].

- Per City Manager Tom Eustice, rezoning the properties will not create a nonconforming use; rezoning the properties will make the properties more marketable and consistent with the Master Plan.
- Ms. Trudy Lofgren supports the rezoning.
- Mr. Ray Lofgren inquired whether the rezoning would be contingent on the sale of the buildings. Per City Manager Tom Eustice the rezoning is not contingent on sale of the properties.

- Ms. Susan Cheli questioned whether AutoZone completed a market study showing that Cheboygan can support three auto parts stores.
- Mayor Pro Tem Couture motioned to approve the rezoning as presented; supported by Councilman King. A roll call vote was taken; motion carried unanimously.

Consideration of Adoption of Amended Downtown Development Authority Plan

- Per City Manager Tom Eustice the DDA plan was updated with additions including, the port project, the city marina, an RV park, and improvements to Festival Square. The DDA plan has already been approved by the DDA.
- Councilwoman Riddle inquired about some of the items in the report that conflict with other projects that have been completed in the suggested locations. Specifically, Festival Square, the Riverfront Hotel, and the Main Street Mall. City Manager Tom Eustice stated that the committee decided to keep them in the Plan so that if grant funding ever became available we could apply; if the projects aren't in the Plan we wouldn't be eligible for the grant. Mr. Dennis Lindeman also added that the locations specified are not necessarily where the projects would go. Mr. Scott Herceg mentioned that there was a historical benefit to seeing the original Plan and that it might spur new ideas.
- Councilman Lavender motioned to approve the Adoption of the Amended Downtown Development Authority Plan as presented; supported by Councilman King. A roll call vote was taken. Yes votes: Bronson, Lavender, Temple, Couture, King, and Kwiatkowski; No Votes: Riddle.

Prepaid Bills and Disbursements for the Month of August 2018

- Mayor Pro Tem Couture moved to approve the prepaid bills and disbursements for the Month of August 2018 in the amount of \$1,214,868.16; supported by Councilman Temple. A roll call vote was taken; motion carried unanimously.

Unpaid Bills and Disbursements for the Month of August 2018

- Councilman King moved to approve the unpaid bills and disbursements for the Month of August 2018 in the amount of \$56,457.64; supported by Mayor Pro Tem Couture. A roll call vote was taken motion carried unanimously.

Department, Boards and Commission Reports:

- Downtown Development Authority Board Meetings, August 7, 2018 & September 4, 2018, received and filed.
- Parks & Recreation Commission Meeting, August 15, 2018, received and filed.

General Business:

Consideration of Reappointment of Vince Hillesheim to the DDA Board of Directors, term to expire September 13, 2022

- Mayor Pro Tem moved to reappoint Vince Hillesheim to the DDA Board of Directors, term to expire September 13, 2022; supported by Councilman Temple; motion carried unanimously.

Consideration of Reappointment of Doris Moulder to the DDA Board of Directors, term to expire September 13, 2022

- Mayor Pro Tem moved to reappoint Doris Moulder to the DDA Board of Directors, term to expire September 13, 2022; supported by Councilman King; motion carried unanimously

Consideration of City of Cheboygan Policy on Transcription of City of Cheboygan Council Minutes & All Boards & Commission Minutes

- Councilman King moved to approve the City of Cheboygan Policy on Transcription of City of Cheboygan Council Minutes & All Boards & Commission Minutes; supported by Councilman Lavender. A roll call vote was taken; motion carried unanimously.

Consideration of Scale for Determining Abatements for CREC/CFEC Application Inside the City's Downtown Development Authority (DDA) District

- Per City Manager Tom Eustice, the tax abatement scale will be used to determine the number of years to apply the abatement. It will be based on the amount of the investment, more investment will allow for more years of abatement, with a maximum of 10 or 12 years depending on the program. The DDA will be responsible for scoring the project and will share the information with Council.
- Councilwoman Riddle moved to approve the Public Act 210/255 Tax Abatement Criteria for CREC/CFEC Applications inside the City's Downtown Development Authority (DDA) District and Scale A; supported by Councilman King. A roll call vote was taken; motion carried unanimously.

City Clerk's and Treasurers Comments:

- Clerk/Treasurer Brown stated that she received two requests to use city property. The History Center will be holding cemetery tours at the Pinehill Cemetery on October 7, 2018 from 3-5p.m. The Cheboygan Knights of Columbus 791 will conduct their annual drive for the mentally impaired October 5, 6 & 7, 2018.

City Manager's Report:

- City Manager Tom Eustice briefly discussed the letter that was received from Inverness Township and their attorney. City Attorney Stephen Lindsay will be drafting a response on behalf of the City.

Committee Updates:

- Councilman Lavender discussed the Organizational Analysis. An action plan has been drafted based on the analysis. He suggested holding a special meeting to discuss the findings and the action plan
- Council agreed to hold a special meeting on September 25, 2018 at 5:15 p.m. to discuss

Messages and Communications from Mayor and Council Members:

- Councilman Temple inquired about the West First Street hole. City Manager Tom Eustice stated that Jason is working with DPW to fix the street.

Regular City Council Meeting, September 11, 2018

- Councilwoman Riddle inquired about the MissDig on Cuyler and Taylor Streets and wondered if the City was doing any work. City Manager Tom Eustice stated that it is not likely a City project but DPW Director Jason Karmol would have any information regarding MissDig. Councilwoman Riddle also asked about a crosswalk between Festival Square and the Opera House. City Manager Tom Eustice thinks that this could still be done this year and will check with DPW Director Jason Karmol.
- Councilman King inquired about the status of the Huron Street paving and the drainage down at Project Playland. City Manager Tom Eustice stated that the job is currently on hold due to a strike but that the road is still scheduled to be paved this fall.

Meeting adjourned at 8:23p.m.

Mayor Mark C. Bronson

Clerk/Treasurer Bridget E. Brown

Councilman Joseph Lavender

Councilwoman Winifred L. Riddle

Councilman Vaughn Temple

Councilman Nathan H. King

Mayor Pro Tem Nicholas C. Couture

Councilwoman Betty A. Kwiatkowski

PUBLIC HEARING OF THE CHEBOYGAN COUNTY ROAD COMMISSION AUGUST 2, 2018

Chairman Brown called the Public Hearing to order at 8:00 A.M. of the Cheboygan County Road Commission.

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

Pledge of Allegiance was recited

PRESENT: D. Brown, D. Brandt, H. Ginop, K. Paquet, Engineer/Manager B. Shank and Clerk D. Stempky

ABSENT: C. O'Connor

VISITORS: J. Moore, G. Archambo, D. August, S. Redmond, T. Horrocks, F. Cribb, E. Cribb, B. Chadwick, C. Antkowiak and B. Hartwig

Public Hearing called to discuss proposed amendment changes to permit process applications and fees from telecommunication providers and video service providers.

- Engineer/Manager Shank noted the policy changes we are considering include: Change the definition of Communication Service Provider to exclude telecommunication providers and video service providers.
- Change the permit fees:
 1. Current policy is a \$100 fee for installation/Construction permit (new law allows up to \$300). Recommending that this fee is left as is, we cannot justify a \$300 fee at this time.
 2. Change the Bond requirement to a \$20,000 max. on file for all projects per company. Current policy requires \$4,000 per site

Discussion of a graduated bond requirement such as \$2,000 per site up to the maximum.

Concern the \$2,000 is more than the cost of removing a structure if needed. Commented the actual cost to remove is all that would be charged against the bond.

Chairman Brown adjourned public hearing at 8:07 A.M. being no further comments were heard.



David Brown, Chairman



Dana S. Stempky, Clerk

REGULAR MEETING OF THE CHEBOYGAN COUNTY ROAD COMMISSION JUNE 28, 2018

Chairman D. Brown called the Regular Meeting of the Cheboygan County Road Commission to order at 8:00 A.M.

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

Pledge of Allegiance was recited

PRESENT: D. Brown, D. Brandt, C. O'Connor, H. Ginop, K. Paquet, Engineer/Manager B. Shank and Clerk D. Stempky

VISITORS: C. Veneros, C. Muscott, S. Redmond, G. Buiss, L. Bruscha, P. Bruscha, B. Jacobson, D. August, R. Knight, B. Hartwig, B. Chadwick, C. Antkoviak, L. Cagle, J. Reinecker, G. Archambo, F. Cribb, G. Friske, T. Horrocks, E. Cribb, and S. Redmond

MOTION by K. Paquet seconded by C. O'Connor to approve regular meeting minutes of 5/24/2018 as corrected: stating Mr. Perry lives on W. Burt Lake Road and not Hardwood Road. 5 Years CARRIED

MOTION by D. Brandt seconded by H. Ginop to approve for payment current payroll vouchers #18-22-\$73,822.42 and #18-24-\$75,093.68 and accounts payable vouchers #18-23-\$223,391.94 and #18-25-\$261,164.27. O'Connor-yes, Ginop-yes, Brandt-yes, Paquet-yes, Brown-yes CARRIED

MOTION by D. Brandt seconded by K. Paquet to approve agenda with New Business #9-Mack Avenue/Lake Blvd Fence. 5 Years CARRIED

MOTION by K. Paquet seconded by D. Brandt to approve audit report for year ended 12/31/2017 as presented. 5 Years CARRIED

Engineer/Manager received a permit for Island Drive to allow garage that is encroaching on the right of way. The road has a 66 foot right of way, but per the survey from 2006 it does not state how many feet the garage is encroaching. Peggy and Lester Bruscha commented they bought in 1990 and made permanent resident in 2010, trying to refinance since beginning May and the bank wants something that gives the property owner's permission to have garage as an encroachment of the right of way. The Board would like something that shows how much encroachment is actually being requested. Mrs. Bruscha commented she has a survey from the 70's that may show the actual footage. Engineer/Manager Shank looked at survey and states 12 inch encroachment within the right of way.

MOTION by D. Brandt seconded by C. O'Connor to approve permit for Lester and Peggy Bruscha, and allow Management to issue permit for Island Drive to allow an encroachment of Garage up to 24 inches of the County Road Right of Way. 5 Years CARRIED

Engineer/Manager Shank stated the Industrial Arts Institute contacted the Road Commission regarding any interest in purchasing 7 one way plows for \$3,000.00 each.

MOTION by D. Brandt seconded by C. O'Connor to approve the purchase of seven (7) one way plows from Industrial Arts Institute at \$3,000.00 each for a total of \$21,000.00. Ginop-yes, Brandt-yes, Paquet-yes, O'Connor-yes, Brown-yes 5 Years CARRIED

Engineer/Manager Shank commented MCRC SIP has forwarded information regarding the amendment changes to the right of way permit statute, MCL 224.19b, that takes effect July 1, 2018. The amendment changes how Road Commissions must process permit applications from telecommunication providers and video service providers. The changes are significant and will need a public hearing to be held to adopt the new fee schedule if applicable and fee restrictions and bond restrictions. Engineer/Manager Shank also asked if the Board wants to look at setting a fee for an applicant that is requesting a variance from the requirements. There are some Road Commissions initiating and some choosing not.

MOTION by C. O'Connor seconded by H. Ginop to set public hearing for Thursday August 2, 2018 at 9:00 A.M. with regular meeting to follow to discuss proposed amendment changes to the permit process applications and fees from telecommunication providers and video service providers. 5 Years

CARRIED

Presented the following resolution authorizing installment purchase contract for the acquisition of three (3) trucks.

MOTION by D. Brandt seconded by C. O'Connor to approve the following Resolution Authorizing Installment Purchase Contract for the Acquisition of Trucks:

WHEREAS, the Board previously approved the acquisition by the Cheboygan County Road Commission (the "Road Commission") of three International Model HX515 SFA tandem plow trucks (the "Property") from Zaremba Equipment Inc. (the "Seller");

WHEREAS, it is determined to be necessary and desirable and in the best interest of the Road Commission that the acquisition of the Property be financed by installment purchase authorized under the provisions of MCL § 224.10(5), and more specifically by the acquisition of the Property pursuant to an installment purchase contract with the Seller and Citizens National Bank (the "Assignee") to be dated the date of delivery thereof (the "Contract").

NOW, THEREFORE, BE IT RESOLVED that:

- 1. It is hereby found to be necessary and desirable for the Road Commission to finance the cost of the Property in the aggregate principal amount of \$370,500 by the acquisition of the Property by the Road Commission pursuant to the terms and conditions of the Contract.**
- 2. The Board shall include in its budget and pay the sum or sums necessary each year to meet the payments due pursuant to the provisions of the Contract.**

3. The Contract shall be dated the date of delivery thereof to the Assignee. Principal of the Contract shall be payable in monthly installments as approved by the Engineer/Manager of the Road Commission with the final principal payment being due not later than three years after the date of delivery of the Contract. Interest on the unpaid principal of the Contract shall be due and payable on each principal payment date at the per annum rate of 2.750%. Installments of principal may be prepaid at the option of the Road Commission without premium.

4. The Engineer/Manager of the Road Commission is hereby authorized to enter into the Contract in substantially the form approved by him and consistent with the terms of this resolution. The approval of such form and the principal installments of the Contract described in the preceding paragraph shall be conclusively evidenced by his signature on the Contract. The Contract may be executed in counterparts, each of which shall be an original and all of which shall constitute but one and the same instrument.

5. The Board covenants to comply with all provisions of the Internal Revenue Code of 1986, as amended (the "Code"), necessary to maintain the exclusion of interest on the Contract from gross income for federal income tax purposes.

6. The Engineer/Manager of the Road Commission and other officers of the Board as may be necessary are each hereby authorized to execute and deliver such documents, instruments and certificates, including security agreements and financing statements, as are necessary or desirable to consummate the described transactions, to secure payment of the Contract and to maintain the exclusion of the interest on the Contract from gross income for federal income tax purposes.

7. The Board hereby designates the Contract as a "qualified tax exempt obligation" for the purpose of deduction of interest expense by financial institutions under Section 265(b)(3)(B) of the Code.

8. **The useful life of the Property is determined to be ten years and upwards.**

9. **All resolutions and parts of resolutions insofar as they conflict with the provisions of this resolution are rescinded.**

5 Yeas CARRIED

MERS Annual Retirement Conference, October 4-5, 2018

MOTION by K. Paquet seconded by H. Ginop to approve Clerk Stempky and One (1) Union Employee to attend the MERS Retirement Conference, October 4-5, 2018 in Grand Rapids. 5 Yeas CARRIED

Closed Session will be held after regular session to discuss six (6) month evaluation for Engineer/Manager Shank.

Engineer/Manager Shank presented a permit for Drost Chocolates allowing placement of tables and chairs within the Right of Way. The Road Commission issued him a permit for the 2017 season and recommending issuing an infinite permit being there were no issues noted from 2017. The permit allows for placement of 2 tables on South Straits Hwy and 4 tables to be placed on Oakley Avenue.

MOTION by D. Brandt seconded by K. Paquet to allow Management to issue permit to Drost Chocolates to place 2 tables and chairs on S. Straits Hwy and 4 tables on Oakley for an infinite period. 5 Yeas CARRIED

Engineer/Manager Shank discussed the fence issue on MackAve/Lake Blvd. The fence located on the South side of right of way was granted by court ruling from 1986, the fence had to be 10 feet from the waters edge, the fence located on the north side was installed at a later date and not included in the court case. This fence borders Devoe Beach. Shank noted there are two residents that are not in favor of the fence being there but no other opposition was heard or any problems that he is aware of. Feels if the Road Commission wants to allow the North fence then a permit should be issued, resident needs to apply for a permit stating to that affect.

MOTION by K. Paquet seconded by C. O'Connor to receive and file the following correspondence as follows: Township Meeting Minutes: Benton 5/1/18, Mullett 6/5/18, Grant 5/9/18, Koehler 5/14/18, Burt 5/3/18, Mackinaw 5/15/18 and Tuscarora 5/1/18 and 6/5/18; Safety Committee Meeting Minutes 6/13/18; CRASIF Refund check; CRASIF Call for Board of Trustee Candidates; May State Trunkline Maintenance; Debra Ogden Ref. Speed Limit on Molineaux Road and MCRCSIP Annual workshop and Membership Meeting. 5 Yeas CARRIED

MOTION by D. Brandt seconded by H. Ginop to approve splitting the CRASIF refund of \$13,531.22 received to make an additional contribution to the OPEB and Retirement (MERS). Roll call: Brandt-yes, Paquet-yes, O'Connor-yes, Ginop-yes, Brown-yes CARRIED

Engineer/Manager Shank Update:

- Grate on Hebron Townhall Road on overpass has been placed
- Foreman and Eng/Manager looked at Beebe Road patching being done may be able to ditch a few areas
- Krause Road stumps were looked at and the logging company will be removing, they are not very large.
- E. Mullett Lake Road was awarded to Rieth Riley, 1/10th % over the estimate, held Pre Construction Meeting and plan to start August 20.
- Gainor Bridge on Black River Road preservation project is on hold, Huron Pines Engineering who was doing the engineering for the preservation work found advance deterioration which places it out of the

REGULAR MEETING OF THE CHEBOYGAN COUNTY ROAD COMMISSION JUNE 28, 2018

preservation category for the funds currently have available. If the preservation was performed on the bridge there is no guarantee it would extend the life of the bridge for 10-15 years, and would not be able to apply for funds to reconstruct. Engineer/Manager Shank discussed with MDOT and they will hold the funds currently allocated for preservation and in 2019 apply for super structure grant for the 2022 construction year. CCRC may have to increase their match if awarded. Following asset principles and apply next year for replacement and not perform the preservation work as planned. Looking at sealing the top from water seepage which is causing the damage.

- Motor Carrier Patrol report: patrolled 74 hours due to the extended winter season, 26 stops and 3 citations for overweight were issued.
- Demoed an excavator last couple of weeks, excavator is at the top of the list for purchase for the 2019 year, currently being told there is at least 6 month lead time for receiving. Would like permission to bid out excavator to take delivery for 2019.
- Next Meeting will have bids to award for Little Canada and Baker Road and Shire Road projects.

MOTION by C. O'Connor seconded by H. Ginop to allow Management to advertise for bids for excavator with delivery for the 2019 calendar year. 5 Yeas **CARRIED**

Travis Horrocks, Engineering Tech Construction Project update:

- Orchard Beach and Townline-curbs about complete, Orchard Beach pulverized yesterday and Townline Road scheduled for today. Orchard Beach starts paving after the 4th.
- Twin School Road, Waverly Township, pulverized and paving beginning of next week
- Currently working on the curbing for downtown Indian River for Tuscarora Twp
- Temple Road and E. Mullett Lake Road beginning end of August first part of September
- Gravel projects for Burt, Waverly and Munro July to August start date.
- Milligan Creek Culvert projects are pushed back 3 weeks due to the turtles
- Twin Lake Road Mid July to August

Foremen Updates:

D. August: Resort Road finished up and waiting for gas line to be moved on Oosting Road; ½ mile of Club Road was cut back and stumped; Tuscarora is brining tomorrow, the last of his Townships to brine; Dura patcher is out; trapper has caught another 13 beavers; grading but there is an issue with the roller tires; will be working on the Seminole Ave and Cherokee Avenue approach work and grading.

S. Redmond: Started mowing; patching; culvert replacements on Court St., Canton Rd, Bryant Rd, Mullett Lake Woods Road; Ditching Tannery and Maxwell Road; brining complete; working on Woiderski Road seasonal portion

Gary Friske, inquiring as to the Boards feeling about taking over private road. Engineer/Manger Shank has sent him the information that is needed for the Board to make a decision. It does meet some of the standards but not all. Looking for consideration as this time. Will wait for information before Board makes a decision.

Chairman Brown recessed regular meeting at 9:35 A.M. before going into closed session for Engineer/Manager 6 month evaluation.

Resume to regular session at 9:45 A.M.

MOTION by D. Brandt seconded by K, Paquet to go into closed session at request of Engineer/Manager Shank for 6 month evaluation at 9:45 A.M. Roll call: Paquet-yes, O'Connor-yes, Ginop-yes, Brandt-yes, Brown-yes **CARRIED**

REGULAR MEETING OF THE CHEBOYGAN COUNTY ROAD COMMISSION JUNE 28, 2018

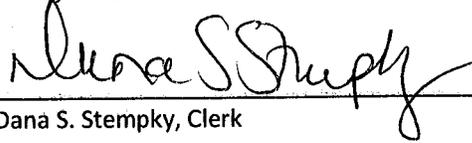
**MOTION by D. Brandt seconded by C. O'Connor to return to open session at 10:10 A.M. Roll Call:
O'Connor, Ginop-yes, Brandt-yes, Paquet-yes, Brown-yes CARRIED**

Return to open session at 10:10 A.M.

Chairman D. Brown adjourned regular meeting at 10:10 A.M. being no further business to come before the Board.



David D. Brown, Chairman



Dana S. Stempky, Clerk

REGULAR MEETING OF THE CHEBOYGAN COUNTY ROAD COMMISSION JULY 12, 2018

Chairman D. Brown called the Regular Meeting of the Cheboygan County Road Commission to order at 8:00 A.M.

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

Pledge of Allegiance was recited.

PRESENT: D. Brown, D. Brandt, C. O'Connor, H. Ginop, K. Paquet, Engineer/Manager B. Shank and Clerk D. Stempky

VISITORS: J. Moore, C. Muscott, S. Redmond, C. Veneros, B. Hartwig, F. Cribb, E. Cribb, G. Archambo, C. Antkoviak, and State Representative S. Allor

MOTION by D. Brandt seconded by K. Paquet to approve regular meeting minutes of 6/28/2018 as presented. 5 Yeas CARRIED

MOTION by D. Brandt seconded by C. O'Connor to approve for payment current payroll voucher #18-26-\$75,318.59 and accounts payable voucher #18-27-\$300,186.24. Roll call: O'Connor-yes, Ginop-yes, Brandt-yes, Paquet-yes, Brown-yes CARRIED

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

State Representative, Sue Allor, always trying for additional funding increases for roads. Eng/Mgr Shank presented to Rep. Allor the Road Commission's 5 year plan with Federal Aid, Additional Funding and Millage Funds. D. Brandt thanked her for the additional funding but noted that bridges are also in dire need of additional funding, we have been working on additionally funding our Pension and OPEB. Board thanked Rep. Allor for attending and pleased with having someone from the area to represent us.

Eng/Mgr Shank presented permit request from Lori Cagle for fence placement on the north side of her property off Lake Blvd within the road right of way. The south fence was permitted by court order. Eng/Mgr Shank noted he has only heard of two oppositions. Issuing a permit for the fence is the best option due to permits can be revoked at any time. Received an email from Nancy and Laszlo Somogyi in favor of issuing permit to Lori Cagle.

MOTION by K. Paquet seconded by H. Ginop to issue permit to Lori Cagle to allow the fence on the north side of her property located at 6574 Mack Ave, as currently exists. Issue the permit for indefinite period, due to permits being able to be revoked at any time. 5 Yeas CARRIED

Bids were received and opened on July 10, 2018 for Shire Road projects. Engineer/Manager Shank noted there were 3 bids received and recommends to award to low bidder.

MOTION by D. Brandt seconded by C. O'Connor to accept all bids for Shire Road Projects and award to Tri County Excavating in the amount of \$165,158.60. 5 Yeas CARRIED

Bids were received and opened on July 10, 2018 for Little Canada Road and Baker Road Projects. Engineer/Manger Shank noted there were 7 bids received and recommends award to low bidder.

MOTION by D. Brandt seconded by H. Ginop to accept all bids for Little Canada Road and Baker Road and award to Tri County Excavating in the amount of \$130,279.50 for Little Canada Road and \$10,184.00 for Baker Road to construct each 100 feet of roadway. 5 Yeas CARRIED

MOTION by D. Brandt seconded by K. Paquet to receive and file the following correspondence: Township Meeting Minutes: Beaugrand 4/11/18, Benton 6/5/18, Burt 6/7/18, and Mackinaw 6/19/18; J. Pietrangelo Ref. Zolner/Gaynor Road Intersection; June 2018 State Maintenance; and D. Henkel Ref. Beebe Road end. 5 Yeas CARRIED

Engineer/Manger Shank Update:

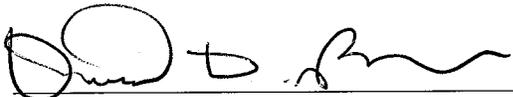
- Two millage projects are underway, Townline Road paved and Orchard Beach scheduled for Monday.
- Milligan Creek Culverts will start preliminary work next week to prep for the culvert replacements.
- Met with G. Archambo ref. Archambo Street and placing some stone down.
- Attended Munro Township meeting and the Munro Lake Road estimate was discussed
- M. Sarrault is requesting to have his Mechanics work the next 3-4 Fridays to catch up on projects they have going and need to get completed. Board feels if necessary then allow.
- T. Hand is working on Clute Road and hoping to be done in the next couple weeks

S. Redmond, Foreman

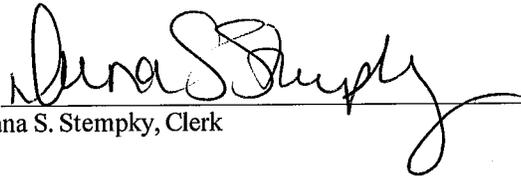
- Ditching Tannery Road and finishing up Maxwell Road with ditching
- Dura patching
- Mowing state highways
- Light grading
- Mullett Lake Woods Road should be paved
- 21 culverts left to replace on his list

G. Archambo, Grant Township, would like to place a couple no parking signs on the one side of Owens Road Access to see if it stops the parking in front of driveways.

Chairman D. Brown adjourned regular meeting at 8:50 A.M. being no further business to come before the Board.



David D. Brown, Chairman



Dana S. Stempky, Clerk

REGULAR MEETING OF THE CHEBOYGAN COUNTY ROAD COMMISSION JULY 26, 2018

Chairman D. Brown called the Regular Meeting of the Cheboygan County Road Commission to order at 8:00 A.M.

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

Pledge of Allegiance was recited

PRESENT: D. Brown, D. Brandt, C. O'Connor, H. Ginop, K. Paquet, Engineer/Manager B. Shank and Clerk D. Stempky

VISITORS: J. Moore, C. Muscott, C. Veneros, B. Hartwig, F. Cribb, E. Cribb, B. Chadwick, G. Archambo, C. Antkoviak, T. Horrocks, K. Hahn and G. Friske

MOTION by D. Brandt seconded by K. Paquet to approve regular meeting minutes of 7/12/2018 as presented. 5 Yeas CARRIED

MOTION by D. Brandt seconded by H. Ginop to approve for payment current payroll voucher #18-28-\$73,701.19 and accounts payable voucher #18-29-\$171,684.53. Roll call: O'Connor-yes, Ginop-yes, Brandt-yes, Paquet-yes, Brown-yes CARRIED

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

C. Muscott, curbing in Tuscarora looks nice.

Clerk Stempky noted Form 2067, Annual certification of employee-related conditions for 2018, this is the annual certification that medical benefits are offered to employee and elected public officials per PA 152.

MOTION by D. Brandt seconded by K. Paquet to approve Form 2067, Public Act 51, Section 18j, MCL 247.668j, Annual Certification of Employee-related conditions for certification year 2018, and authorize Chairman Brown and Clerk Stempky to sign same, certifying that medical benefits are offered to employees or elected public officials in compliance with the publically funded health insurance contribution act, PA 152. 5 Yeas CARRIED

Engineer/Manager Shank commented would like to send 2 County Foremen to the Annual Association County Road Superintendents of Michigan Seminar.

MOTION by K. Paquet seconded by C. O'Connor to authorize two (2) county foremen attend the Association of County Road Superintendents of Michigan Seminar, Oct 3-5, 2018. 5 Yeas CARRIED

Northern/Southern Association Joint Conference-No one attending

Engineer/Manger commented 2018 Winter Operations Conference, October 16-17, 2018, he would like to send two (2) state foremen and two (2) heavy truck drivers.

MOTION by D. Brandt seconded by K. Paquet to authorize two (2) state foremen and two (2) heavy truck drivers to attend the 2018 Winter Operations Conference, October 16-17, 2018. 5 Yeas CARRIED

MOTION by K. Paquet seconded by H. Ginop to receive and file the following correspondence as follows: Township Meeting Minutes: Grant 6/12/18 and Koehler Koehler 6/11/18; Safety Committee Meeting minutes 6/13/18; W. Perry ref Minutes; and City of Cheboygan Public Hearing. 5 Yeas CARRIED

Engineer/Manager Update:

- Attending task force meeting today and will be no extra money to distribute
- Pre-construction meeting August 22, MDOT and I-75 mill and fill from south county line to Webb Road.
- Reminder public hearing next meeting to look at permit changes for telecommunication
- MCRCSIP attorney B. Henn will be responding to W. Perry's request
- Need to order sign posts and Dornbos Signs contacted us with price change. Approximately 30% increase is expected.
- 2019 we were looking at adding a full time employee, would like to add that employee by October 2018, approximately \$15,000 would be cost for 2018.

MOTION by D. Brandt seconded by C O'Connor to authorize Management to hire one Full time Heavy Truck Driver for Tower Garage. 5 Years **CARRIED**

T. Horrocks Construction Update:

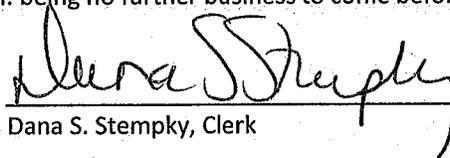
- Townline Road complete
- Orchard Beach Road will be paving top course today depending on weather
- Twin Lakes Road start around July 30.
- E. Mullett Lake Road start Eng of August/September
- Mann Road and S. Straits Hwy have both been bored for 2019 project list
- Wing Road complete
- Temple Road end of September start
- Twin School Road complete
- Needles Road/Stratford mid September
- County Line, Ingleside and Brill Road gravel projects as well as using in house labor
- Shire Road, Little Canada and Baker Road need to have pre construction meeting
- Webb Road bids are due back for next meeting
- Crump Road will be placing an asphalt surface over culvert with extra money from Huron Pines
- Waveland Road temporary bridge is being placed today
- Clute Road passable
- Ordering culvert for Levering Road to replace

G. Friske-presented information regarding private road he wants the Road Commission to take over. Engineer/Manger Shank noted he has sent Mr. Friske a list of items the Road Commission needs before the Board can make a decision to take over.

Chairman Brown adjourned regular meeting at 8:45 A.M. being no further business to come before the Board.



David D. Brown, Chairman



Dana S. Stempky, Clerk

REGULAR MEETING OF THE CHEBOYGAN COUNTY ROAD COMMISSION AUGUST 2, 2018

Chairman D. Brown called the Regular Meeting to order of the Cheboygan County Road Commission at 8:07 A.M.

PRESENT: D. Brown, D. Brandt, H. Ginop, K. Paquet, Engineer/Manager B. Shank and Clerk D. Stempky

ABSENT: C. O'Connor

VISITORS: J. Moore, G. Archambo, D. August, S. Redmond, T. Horrocks, F. Cribb, E. Cribb, B. Chadwick, C. Antkowiak and B. Hartwig

MOTION by D. Brandt seconded by H. Ginop to approve regular meeting minutes of 7/26/2018 as presented. 4 Yeas Absent-O'Connor **CARRIED**

MOTION by D. Brandt seconded by K. Paquet to approve for payment current payroll voucher #18-30-\$79,290.93 and accounts payable voucher #18-31-\$683,968.46. Roll call: Ginop=yes, Brandt=yes, Paquet=yes, Brown=yes Absent-O'Connor **CARRIED**

MOTION by D. Brandt seconded by K. Paquet to approve agenda as presented. 4 Yeas Absent-O'Connor **CARRIED**

B. Hartwig-Chairman of the Citizens for Cheboygan Roads Committee

- The Committee has placed ads in Resorter, Tribune and Shoppers Fair
- Would like to stress to get your friends and family to vote
- The Committee feels the millage started 4 years ago has been great and hope to continue.

B. Hartwig-Thank you to Foreman Redmond and Crew for the ditching on Bryant Road as well as the pavement markings that were placed.

MOTION by D. Brandt seconded by K. Paquet to adopt the following Resolution:

RESOLUTION TO AMEND COUNTY ROAD COMMISSION PERMIT POLICY FOR SAFELY ALLOWING LIMITED COMMUNICATION SERVICE PROVIDER FACILITIES ACCESS WITHIN THE COUNTY ROAD RIGHT OF WAYS

WHEREAS, the Board of County Road Commissioners for the County of Cheboygan (the "Board" or Road Commission") is a body of corporate created by MCL 224.9 to formulate policy and to perform those official duties imposed by law or delegated by the Cheboygan County Board of Commissioners; and

WHEREAS, Article 7, Sec 7 of the Michigan Constitution of 1963 reserves to county road commissions the reasonable control of their highways, streets, alleys and public places, and specifically prohibits any person, partnership, association or corporation, public or private, from operating a public utility within the highways, streets, alleys and public places or any county without first obtaining the consent of the duly constituted authority of the county road commission; and

WHEREAS, MCL 224.19b, governing permits for work in the right of way, has been amended effective July 1, 2018, and these amendments require changes to the "Definitions" Section of the Road Commission's Permit Policy for Safely Allowing Limited Communication Service Provider Facilities

Access Within the County Road Right of Ways with regard to Telecommunications Providers and Video Service Providers.

NOW, THEREFORE, BE IT RESOLVED, that the attached amendment to Paragraph Two(2) of the County Road Commission permit policy for Safely Allowing Limited Communication Service Provider Facilities Access Within the County Road Right of Ways is hereby adopted and made effective forthwith.
4 Yeas, Absent-O'Connor CARRIED

MOTION by K. Paquet seconded by H. Ginop to adopt the following Resolution:

RESOLUTION TO ADOPT REASONABLE POLICY REGARDING FEES PURSUANT TO MCL 224.19b

WHEREAS, the Board of County Road Commissioners for the County of Cheboygan (the "Board" or "Road Commission") is a body corporate created by MCL 224.9 to formulate policy and to perform those official duties imposed by law or delegated by the Cheboygan County Board of Commissioners; and

WHEREAS, a person, partnership, association, corporation, or governmental entity shall not construct, operate, maintain, or remove a facility or perform any other work within the right-of-way of a county road, except sidewalk installation and repair, without first obtaining a permit from the county road commission having jurisdiction over the road and from the township, city, or village in which the county road is located when a permit is required by ordinance of the township, city, or village, under the authority conferred by section 29 of article VII of the state constitution of 1963; and

WHEREAS, MCL 224.19b(1) requires any person, partnership, association, corporation or governmental entity to obtain a permit from the Road Commission (and the applicable township, city or village if required by those entities) before constructing, operating, maintaining or removing any facility or performing any work within a county highway right-of-way; and

WHEREAS, pursuant to MCL 224.19b(2), the Road Commission has discretion to adopt reasonable permit requirements and schedule of fees sufficient to cover the necessary and actual costs for the issuance of the permit and for review of the proposed activity, inspection and related expenses; and

WHEREAS, the Road Commission may adopt a schedule of civil fines that can be imposed on a provider that performs work in a right-of-way without obtaining a permit as required under this section or that fails to maintain a security bond, right-of-way bond, or irrevocable letter of credit as required under this section during construction work within the right-of-way; and

WHEREAS, the Road Commission deems it in the public health, welfare, safety and best interest to adopt a policy such as one attached hereto and entitled "Telecommunication and Video Service Provider Policy and Fees" (Exhibit A) reflecting and actual necessary costs directly related to issuance to permits to Providers as defined under MCL 224.19b(13) to the extent recoverable under the law.

NOW, THEREFORE, BE IT RESOLVED, that the Board hereby that the attached policy is hereby adopted and made effective forthwith.
4 Yeas, Absent-O'Connor CARRIED

MOTION by H. Ginop seconded by K. Paquet to revise Policy #10 Permit Fee Policy to reflect the changes to Section IV, Consumer Service Provider Permits C-Security Fee (Non-Refundable) \$2,000.00 per facility location maximum \$20,000 per company. 4 Yeas Absent-O'Connor CARRIED

Bids were received and opened on July 31, 2018 for Nunda's Webb Road Project. There were seven bids received with the lowest bid coming in 40% under estimate. Engineer/Manager Shank recommended award to low bidder of MDC Contracting.

MOTION by D. Brandt seconded by H. Ginop to accept all bids for Webb Road Project and award to MDC Contracting LLC in the amount of \$44,550.00. 4 Yeas Absent-O'Connor CARRIED

Received quotes for Crump Road-paving over the structure installed last year. We were notified there was between \$30,000-\$35,000 excess funds to spend. Engineer/Manger Shank noted 3 quotes were received and recommends award to Rieth Riley in the amount of \$39,170.00.

MOTION by D. Brandt seconded by H. Ginop to accept all quotes for Crump Road and award to Rieth Riley in the amount of \$39,170.00. 4 Yeas Absent-O'Connor CARRIED

Clerk presented Application for Waiver and Plan: Defined Benefit Pension Retirement Systems. Discussed the need to apply for a waiver due to the funding percentage below 60%. Also, discussed the need to make additional contributions for 2018 as well as in the future.

MOTION by K. Paquet seconded by D. Brandt to approve and authorize Engineer/Manager Shank to sign the same, Application for Waiver and Plan: Defined Benefit Pension Retirement Systems (Form 5583) as presented. 4 Yeas Absent-O'Connor CARRIED

MOTON by D. Brandt seconded by H. Ginop committing to make additional contribution of \$200,000.00 minimum for 2018 to unfunded Defined Benefit liability as well as for all future years liability. 4 Yeas Absent-O'Connor CARRIED

Clerk presented Application for Waiver and Plan: Retirement Health Benefit Systems. Discussed the need to apply for waiver due to the funding level below 40%. Also, discussed the need to make additional contributions for 2018 as well as in the future.

MOTION by D. Brandt seconded by K. Paquet to approve and authorize Engineer/Manger Shank to sign the same, Application for Waiver and Plan: Retirement Health Benefit Systems (Form 5584) as presented. 4 Yeas Absent-O'Connor CARRIED

MOTION by D. Brandt seconded by H. Ginop committing to additional contribution of \$150,000.00 minimum for 2018 to unfunded Health Benefit liability as well as all future years liability into 115 trust set up for OPEB purposes. 4 Yeas Absent-O'Connor CARRIED

MOTION by K. Paquet seconded by H. Ginop to approve D. Stempky as Officer Voting Delegate and R. Hart, as elected by Union, as the Employee Voting Delegate for the 2018 Annual MERS Retirement Conference. 4 Yeas Absent-O'Connor CARRIED

REGULAR MEETING OF THE CHEBOYGAN COUNTY ROAD COMMISSISON AUGUST 2, 2018

**MOTION by H. Ginop seconded by K. Paquet to receive and file the following correspondence:
Township Meeting Minutes: Burt 7/5/18, Mackinaw 7/17/18, Munro 5/8/18 and 6/12/18 and Mullett
7/10/18. 4 Yeas Absent-O'Connor** **CARRIED**

Engineer/Manager Update:

- Indian River DDA plans are approximately 90-95% complete, they are in the process of visiting each business to get their input and concerns. A final set of plans will be devised from those concerns and brought to the Road Commission for review. DDA is hoping to apply for the TAP grant in October.
- Budget Committee will be D. Brandt and H. Ginop, Eng/Mgr will set up some dates to get started.
- Sign at Weadock and Levering Road is not a vision problem
- He and Clerk Stempky met with a couple retirees to discuss their reimbursement process, and felt satisfied. Mr. Donovan wants the Board to meet with the remainder of the retirees to restore their benefits. Chairman D. Brown advised to have them put request in writing before the Board acts on request.

Eng/Tech Horrocks Update:

- Orchard Beach Road scheduled for top course paving Saturday and Monday or Tuesday for shoulder work
- Mann Road 2019 project is plans near completion for GI submission
- Reams/Parke Road plans close to being completed
- The gravel projects will go out for bids in the next couple of weeks
- Waveland Road culverts are out and footing will be going in for the culverts
- Tuesday, Aug 7, Levering Road Culvert will be getting replaced

Foreman Updates:**S. Redmond:**

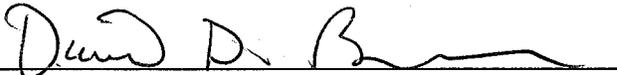
- Replaced numerous culverts, Levering Road will be replaced Tuesday
- Ditching by Hoppies
- Patching
- Light grading
- Mowing

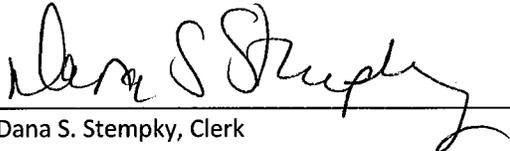
D. August:

- Has two guys helping with Waveland Road Culverts
- Grading primaries
- Extended culvert on Wildwood Road
- Mowing
- Patching
- Screen Plant cleaned up to put up for sale

Commissioners THANK YOU to CREW for good work. APPRECIATE what they do.

Chairman D. Brown adjourned regular meeting at 8:55 A.M. being no further business to come before the Board.


David D. Brown, Chairman


Dana S. Stempky, Clerk

REGULAR MEETING OF THE CHEBOYGAN COUNTY ROAD COMMISSION AUGUST 16, 2018

Chairman D. Brown called Regular Meeting of the Cheboygan County Road Commission to order at 8:00 A.M.

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

Pledge of Allegiance was recited

PRESENT: D. Brown, D. Brandt, C. O'Connor, H. Ginop, K. Paquet, Engineer/Manager B. Shank and Clerk D. Stempky

VISITORS: G. Archambo, F. Cribb, E. Cribb, R. Knight, J. Moore, T. Horrocks, D. August, B. Hartwig, C. Veneros and C. Antkoviak

MOTION by D. Brandt seconded by K. Paquet to approve public hearing minutes of 8/2/2018 and regular meeting minutes of 8/2/2018. 5 Yeas **CARRIED**

MOTION by D. Brandt seconded by H. Ginop to approve for payment current payroll voucher #18-32-\$76,444.83 and accounts payable voucher #18-33-\$600,882.76. 5 Yeas **CARRIED**

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

B. Hartwig-Citizens for Cheboygan Roads Committee-Reviewed the votes after election and found the Millage passed in every Township. Feels the staff, organization wide, of the Road Commission should be commended. It is the Organization that has done an outstanding job and he feels the reason the citizens of Cheboygan have passed the millage renewal.

CRASIF 2018 Board of Trustees Election Ballot. Engineer/Manager Shank notes there are three open positions and three candidates.

MOTION by K. Paquet seconded by C. O'Connor to cast vote for the three slated candidates for 2018 CRASIF Board of Trustees Positions. 5 Yeas **CARRIED**

Engineer/Manger Shank presented an Affidavit to correct a Quit Claim Deed that was recorded in 1990. Noted there is a transfer with property and the Title company found the mistake in the Quit Claim Deed.

MOTION by K. Paquet seconded by H. Ginop to authorize Clerk D. Stempky and Chairman D. Brown sign the Affidavit of Correction for Quit Claim deed as follows:

AFFIDAVIT

STATING FACTS AFFECTING REAL PROPERTY UNDER MCL 565.451A

The undersigned, being first duly sworn, deposes and states as follows:

That we, Dana Stempky, County Clerk of Cheboygan County and David Brown, Chairman of Cheboygan County Road Commission, have knowledge of the facts stated herein, and are competent to testify concerning such facts if called to do so.

That on May 23, 1990 a Quit Claim Deed was recorded in Liber 524 Page 476 in Cheboygan County between the Board of County Road Commissioners of the County of Cheboygan, State of Michigan and Robert R. Lewis and Maureen M Lewis, husband and wife.

That the legal description in afore mentioned Quit Claim Deed contained an error.

That the correct legal description is:

Land situated in the Township of Munro, County of Cheboygan, State of MI.

The Southerly 33 feet of Van Road, lying between Lake Shore Drive and Douglas Lake and adjoining Lot No. 7, of the plat of Plesum's Beach Subdivision, in Sec.19, T37N, R3W.

Except: The party of the first part shall retain an easement for drainage course maintenance onto and across the Northerly 10 feet of the above described parcel

That this document is being -recorded to correct above-referenced discrepancy 5 Yeas

CARRIED

MOTION by D. Brandt seconded by C. O'Connor to receive and file the following correspondence as follows: Township Meeting Minutes: Tuscarora 6/28/18 and Benton 7/3/18; Safety Committee Meeting Minutes 8/8/18; July State Maintenance; M. Donovan Ref. Benefits and D. Dingey Ref. Culvert Replacement. 5 Yeas

CARRIED

Engineer/Manager noted Foreman plans to replace culvert on Beebe Road after the summer season and has some ditching planned.

M. Donovan request to meet with the Board, Board declines to discuss.

Engineer/Manager Shank Update:

- Advertisement for HTD and Mechanic has been placed. Mechanic position has signed for transfer to the Tower Garage for HTD.
- Signed the Road Commission up for the MDOT local safety initiative program. MDOT evaluates potential projects in the County. This also helps when applying for grant funding and other projects besides guardrail placement for safety issues.
- Mechanics have been working Fridays and will come to end, have completed quite a few projects, we have found out salt pricing for 2018-2019 went from an estimated \$55 ton to \$74 ton.
- Crack sealing approximate start next week
- Waveland Road bridge material being delivered today.

Eng/Tech Horrocks construction update:

- Waveland Road material being delivered today
- Orchard Beach will be seeded today or Monday
- Twin Lakes Road will be pulverized tomorrow
- E. Mullett Lake Road-mobilization and sign placement will start around labor day
- Mann Road plans are close to being completed for submission
- Reams/Parke Road plans 75% compete
- S. S traits Hwy plans currently being worked on
- Temple Road start date in September
- S. Shire Road projects started yesterday
- Needles/Stratford will be started after Twin Lakes Road is started
- Little Canada/Baker Road end of September beginning October start
- Gravel bids for Brill, Ingleside and County Line Road are currently being advertised
- Levering Road culvert patch being completed today and Crump Road paving over structure when Rieth Riley has time.

REGULAR MEETING OF THE CHEBOYGAN COUNTY ROAD COMMISSION AUGUST 16, 2018

Foreman D. August:

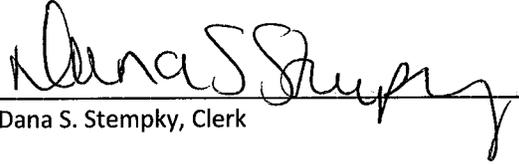
- All roads south end will have mowing completed by Monday
- Dura-patching
- Will be grading when get moisture, have touched a few but does not hold being so dry.

Engineer/Manger Shank has contacted County in reference to borrowing under the loan program for roads to advance construct S. River Road in 2019. Will advise the Board when more information is gathered.

Chairman D. Brown adjourned regular meeting being no further business to come before the Board at 8:50 A.M.



David D. Brown, Chairman



Dana S. Stempky, Clerk

REGULAR MEETING OF THE CHEBOYGAN COUNTY ROAD COMMISSION SEPTEMBER 6, 2018

Chairman D. Brown called the Regular Meeting of the Cheboygan County Road Commission to order at 8:00 A.M.

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

Pledge of Allegiance was recited.

PRESENT: D. Brown, D. Brandt, C. O'Connor, H. Ginop, K. Paquet, Engineer/Manger B. Shank and Clerk D. Stempky

VISITORS: J. Moore, B. Hartwig, S. Redmond, F. Cribb, E. Cribb, G. Archambo, C. Antkoviak, C. Veneros, T. Horrocks and K. Hahn

MOTION by K. Paquet seconded by C. O'Connor to approve regular meeting minutes of 8/16/2018 as presented. 5 Yeas **CARRIED**

MOTION by D. Brandt seconded by H. Ginop to approve for payment current payroll voucher #18-34-\$71,540.77 and accounts payable voucher #18-35-\$404,411.25. 5 Yeas **CARRIED**

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

Bids were received for the sale of Barber Green Screen on August 30, 2018. Eight bids were received ranging from \$4,500 to \$10,500. Eng/Mgr Shank recommends award to Northern Excavating and Topsoil for \$10,500.00

MOTION by D. Brandt seconded by K, Paquet to accept all bids for the Barber Green Screen and award to Northern Excavating and Topsoil for \$10,500.00. 5 Yeas **CARRIED**

Work for Clearing/Timber Sale on I-75 was advertised and one bid was received on September 4, 2018. Eng/Mgr Shank noted R. Hall from MDOT was going to talk to the contractor had some questions.

MOTION by D. Brandt seconded by C. O'Connor to accept all bids for Clearing/Timber sale on I-75 and award pending direction from MDOT, R. Hall. 5 Yeas **CARRIED**

Bids were advertised and received for 2018 County Road Gravel Supply on September 4, 2018. Three bids were received for the projects. Eng/Mgr Shank recommends to award to low bidder Poquette Leasing.

MOTION by D. Brandt seconded by C O'Connor to accept all bids for 2018 Road Gravel Supply and award to Poquette Leasing Co in the amount of \$51,800.5 Yeas **CARRIED**

Eng/Mgr Shank requesting meeting of November 1, 2018 be changed to November 8, 2018 at 9:00 A.M.

MOTION by K, Paquet seconded by C. O'Connor to change Regular Meeting of Thursday November 1, 2018 to Thursday, November 8, 2018 at 9:00 A.M. 5 Yeas **CARRIED**

Clerk presented MERS 457 Participation Agreement to amend and add the ROTH 457 option for employees. Currently have the 457 plan.

MOTION by K. Paquet seconded by C. O'Connor to approve the MERS 457 Participation Agreement amendment to permit ROTH 457 contributions. 5 Yeas **CARRIED**

REGULAR MEETING OF THE CHEBOYGAN COUNTY ROAD COMMISSION SEPTEMBER 6, 2018

MOTION by D. Brandt seconded by H. Ginop to receive and file the following correspondence: Township Meeting Minutes: Mullett 8/14/18, Tuscarora 7/31/18, Beaugrand 5/9/18, 6/13/18 and 7/11/18, Grant 7/10/18 and Koehler 7/9/18; D. Loznak Ref. Henkel, Rieth Riley Request to suspend work and notice to intent to file; MCRCSIP 2018 liability refunds. 5 Yeas **CARRIED**

MOTION by D. Brandt seconded by K. Paquet to use the 2018 liability refund received from MCRCSIP of \$13,262 and split to make a payment to OPEB and Unfunded Pension Liability of \$6,631 each. 5 Yeas **CARRIED**

Engineer/Manager Shank Update:

- Mechanic and HTD application deadline September 10, 2018
- Galbraith Road is not a candidate for crack seal, rated a 3 and is beyond that type of preventative maintenance
- Pre construction meeting held for Baker and Little Canada Road, Baker Road starting Sept 17 with Little Canada to follow
- Holding a Local Road Task Force Meeting to add Levering Road to the 5 year plan.

MOTION by K, Paquet seconded by H. Ginop to allow Eng/Mgr to add the Levering Road from Hill Road to Inverness Trail to the TIP 5 Year plan for Cheboygan County Road for 2022. 5 Yeas **CARRIED**

- Bid for Wheeled Excavator are close to ready and being advertised
- Attending Tuscarora DDA on Monday, September 10
- Pre construction meeting on 9/11 at 11:00 A.M. for Webb Road project.

S. Redmond, Foreman Update:

- Crew has been helping with Waveland Road Bridge
- Patching, grading and trees
- Replaced culvert Cronan Road
- Hebron Mail Road and State highway ditching
- Prepping Brill and Ingleside Roads for gravel placement

Chairman D. Brown adjourned regular meeting at 8:44 A.M. being no further business to come before the Board.



David D. Brown, Chairman



Dana S. Stempky, Clerk

REGULAR MEETING OF THE CHEBOYGAN COUNTY ROAD COMMISSION SEPTEMBER 20, 2018

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

Clerk took roll call and a quorum was present.

Pledge of Allegiance was recited

PRESENT: D. Brown, D. Brandt, C. O'Connor, H. Ginop, K. Paquet, Engineer/Manager B. Shank and Clerk D. Stempky

VISITORS: C. Veneros, F. Cribb, E. Cribb, T. Horrocks, M. Donovan, J. Moore, G. Archambo and B. Hartwig

MOTION by K. Paquet seconded by H. Ginop to approve regular meeting minutes of 9/6/2018 as mailed. 5 Yeas **CARRIED**

MOTION by D. Brandt seconded by C. O'Connor to approve for payment current payroll voucher #18-36-\$76,930.07 and accounts payable voucher #18-37-\$1,038,668.94. 5 Yeas **CARRIED**

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

M. Donovan, retiree, requesting the Commissioners reconsider meeting with and discussing with the supervisory retirees their health benefit changes. Feels Board has spent enough on attorney representation and Board can meet and make their own judgment. Board will take under advisement and get back to him.

MOTION by C. O'Connor seconded by K. Paquet to receive and file the following correspondence: Township Meeting Minutes: Burt 8/2/18 & 9/4/18, Mullett 9/4/18, Tuscarora 8/10/18 & 9/4/18, Benton 9/4/18, Mackinaw 8/21/18, Grant 8/14/18 and Koehler 8/13/18; Linda and Ron Luxton Ref. Ellinger Road; August 2018 State Maintenance; and Carl Muscott Ref. Tuscarora Twp DDA Street Scape. 5 Yeas **CARRIED**

Engineer/Manager Shank Update:

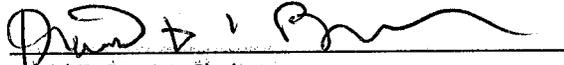
- The discussion at the October 2 meeting is not public hearing but will be part of regular meeting. Tuscarora DDA and OHM will be at that meeting to bring their proposal to the Board for advisement.
- Rieth Riley has a small paving crew put together to complete the smaller paving projects we have out there such as S. Shire and Crump Road
- Clerk and he met with MERS to discuss starting a Health Care Savings Plan for employee contributions. This plan is a pre tax plan to save for health care costs in retirement.

T. Horrocks, Project Updates:

- E. Mullett Lake Road on hold
- Twin Lakes Road needs top course-no time frame yet
- GI on Mann Road and S. Straits Hwy will be happening soon
- Temple Road ready for paving
- Needles and Stratford Lane ready for paving
- County Line Road gravel late next week
- S. Shire Roads ready for paving
- Ingleside and Brill Road gravel projects almost complete
- Little Canada and Baker Road have started
- Webb Road approximately 50% complete
- Crump Road structure ready for paving
- Waveland Culvert complete except guardrail and started on W. Brady Road
- Crack Sealing has started on the south end of county and will move north.

REGULAR MEETING OF THE CHEBOYGAN COUNTY ROAD COMMISSION SEPTEMBER 20, 2018

Chairman Brown adjourned regular meeting at 9:30 A.M. being no further business to come before the Board.



David D. Brown, Chairman



Dana S. Stempky, Clerk

REGULAR MEETING OF THE CHEBOYGAN COUNTY ROAD COMMISSION OCTOBER 2, 2018

Chairman D. Brown called the Regular Meeting of the Cheboygan County Road Commission to order 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, C. O'Connor, H. Ginop, K. Paquet, Engineer/Manger Shank and Clerk D. Stempky

VISITORS: C. Veneros, M, Ridley, D. August, S. Redmond, J. Moore, B. Hartwig, C. Antkoviak, E. Cribb, F. Cribb, G. Archambo, S. Swanson and J. Kurczewski

MOTION by D. Brandt seconded by K. Paquet to approve regular meeting minutes of 9/20/2018 as mailed. 5 Years **CARRIED**

MOTION by D. Brandt seconded by H. Ginop to approve for payment current payroll voucher #18-38-\$75,593.15 and accounts payable voucher #18-39-\$160,389.23. 5 Years **CARRIED**

MOTION by D. Brandt seconded by C. O'Connor to approve agenda as presented. 5 Years **CARRIED**

M. Ridley and Representative from OHM gave Presentation of downtown Street Scape for Tuscarora Township. Discussion of the lane widths, side walk widths, bump outs were all discussed. Board felt the plans presented were a good starting point for the project and felt was a good preliminary design.

MOTION by K. Paquet seconded by D. Brandt to approve preliminary design presented by Tuscarora Township for the Street Scape Project so they can proceed with the TAP grant application to move forward. 5 Years **CARRIED**

MOTION by D. Brandt seconded by C. O'Connor to receive and file the following incoming correspondence: Mackinaw Township meeting minutes of 9/18/18 and State of Michigan Department of Treasury approving both of the Retirement and Health Care waivers submitted regarding unfunded liabilities for pension and health care. 5 Years **CARRIED**

Engineer/Manger Shank Update:

- Discussed the staffing from the summer and how the Waveland Road project impacted the work this summer.
- Contractor lockout is suspended and have come to a temporary agreement to complete as many projects as possible. Discussed project update
- Discussed the pavement warranty program every Road Commission will need to have a policy on but not required to implement.

Foreman Updates:

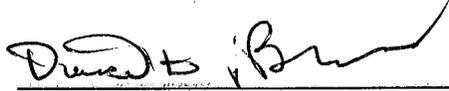
D. August: Brushing, Chipping, patch machine back together and running, built three turn-arounds, grading and pulling shoulders.

S. Redmond: Patching, brushing from wind storm, Brill and Ingleside done, grading and prepping parking lot Cheboygan Garage to be paved today.

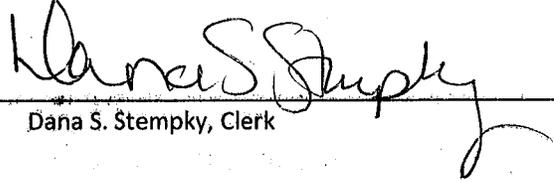
REGULAR MEETING OF THE CHEBOYGAN COUNTY ROAD COMMISSION OCTOBER 2, 2018

J. Kurczewski, presented information regarding 5G and telecommunication industry plans that he feels we should be opposed.

Chairman D. Brown adjourned regular meeting of the Cheboygan County Road Commission at 10:25 A.M. being no further business to come before the Board.



David D. Brown, Chairman



Dana S. Stempky, Clerk

MINUTES OF THE BOARD
September 20, 2018
North Country Community Mental Health
Board Room, 1420 Plaza Drive
Petoskey, Michigan

BOARD MEMBERS PRESENT: Ed Ginop, Christian Marcus, Patty Cox,
Sr. Augusta Stratz, Joel Evans, Paul Liss,
Louis Scholl, Robert Boyd, Dennis Priess,
Michael Newman, Karla Sherman, Caroline Loper

BOARD MEMBERS ABSENT: Betsy White, Ron Iseler

STAFF: Christine Gebhard, Brian Babbitt, Amy Christie,
Scott Shearer, Joe Balberde, Joan Booth

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

ROLL CALL

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

PUBLIC COMMENT

CONSENT AGENDA

Financial Statement – Provider Operations - North Country CMH:

Balance on Hand, July 31, 2018	\$7,187,250.94
Receipts, Adjustments & Transfers, August	\$4,232,851.64
Total Disbursements & Adjustments, August	\$5,362,456.07
Decrease in Cash Balance	\$ 929,604.43
Balance, August 31, 2018	\$6,257,646.51

Information (I) Items from Committee Reports

Information items were included in the committee minutes.

Privileging Recommendations

There were no privileging recommendations this month.

**MOTION BY DENNIS PRIESS, SECOND BY LOUIS SCHOLL, TO APPROVE THE
CONSENT AGENDA. MOTION CARRIED.**

COMMITTEE RECOMMENDATIONS – BOARD ACTION

Finance committee

Interim financial statements were reviewed by Mr. Marcus.

MOTION BY CHRISTIAN MARCUS TO APPROVE THE JULY FINANCIAL STATEMENTS. MOTION CARRIED.

The preliminary budget for FY19 was reviewed by Mr. Shearer. This is a continuation budget as final rates for FY19 are not known at this time.

MOTION BY CHRISTIAN MARCUS TO APPROVE THE PRELIMINARY BUDGET FOR FY19. MOTION CARRIED.

Mr. Marcus reviewed the bids to replace five vehicles.

MOTION BY CHRISTIAN MARCUS TO APPROVE THE BID IN THE AMOUNT OF \$107,728.40 FROM BROWN MOTORS FOR THE PURCHASE OF FIVE VEHICLES. MOTION CARRIED.

Mr. Marcus reviewed the requests to replace flooring at White Pines AFC and Brackenwood AFC.

MOTION BY CHRISTIAN MARCUS TO APPROVE THE REPLACEMENT OF FLOORING AT WHITE PINES AFC FROM HICKERSON FLOORING IN THE AMOUNT OF \$15,735.61 AND THE FLOORING AT BRACKENWOOD AFC FROM HIKERSON FLOORING IN THE AMOUNT OF \$10,504.97. MOTION CARRIED.

Mr. Christian reviewed the following policies that contained minor changes:

- Control of Cash (Cash Receipts and Disbursements)
- Equipment Inventory
- Investment of Funds
- Maintaining and Handling Client Funds
- Mileage Reimbursement
- Reporting Requirements
- Safety Deposit Box
- Sound Financial Accounting

MOTION BY CHRISTIAN MARCUS TO APPROVE THE ABOVE STATED POLICIES. MOTION CARRIED.

ACTION ITEMS – WITHOUT COMMITTEE REVIEW

Mr. Ginop presented the membership application from Ron Iseler for the Recipient Rights Advisory/Appeals Committee. It was explained that it has been difficult to recruit new members to this committee. The Board members agreed that Ron Iseler will be a good candidate for this position. Mr. Ginop will notify Mr. Iseler of his appointment.

The Grant Agreement between MDHHS and NCCMH for FY19 was reviewed by Ms. Gebhard. CMS is requiring MDHHS to handle GF funding of CMHSPs as grants. There were no changes to contract language from the FY18 contract previously approved by the Board; however, funding did increase \$51,881.

MOTION BY DENNIS PREISS, SECOND BY ROBERT BOYD, TO AUTHORIZE CHRISTINE GEBHARD, CHIEF EXECUTIVE OFFICER’S SIGNING THE GRANT BETWEEN MDHHS AND NCCMH FOR FY19. MOTION CARRIED.

PRESENTATION

Mr. Balberde provided an update on the Information Technology Department’s FY18 accomplishments which included: IT Staffing/Support; Business Continuity/Disaster Recovery; Re-cabled Gaylord office; Deployed cloning software for rapid deployment of Surface tablets; Hardware & Software Life Cycle improvements; Systems Security; Cloud-Based Services; Electronic Health Record migration; Process Improvements for documentation; Data Intelligence design and software implementation; Support for New Hire On-boarding; Mobile Workforce Tools; staff training; and developing Strategic Partnerships on integration of physical health data.

Mr. Balberde thanked the Board for their support and the Board members complimented him and his team on accomplishing so much during the past year.

CHIEF EXECUTIVE OFFICER’S REPORT/COMMUNICATIONS

Ms. Gebhard referred to her report on page 28 delineating her activities. She has been holding *open door* office hours for staff who can ask her questions, make suggestions and discuss concerns. This is part of a Communications Improvement Action Plan developed by the Executive Team following the employee survey. Ms. Gebhard provided an update from the CMH Association’s Policy and Legislative Committee. As part of an initiative by the CARES Task Force, there is discussion on locating a 50-bed State hospital facility in northern Michigan. She also reviewed a paper from MARO (Michigan Association of Rehabilitation Organizations) describing workforce issues for direct care workers. SB745 is an important bill that will provide a statutory basis for up to four unrelated persons to live in their own home without requiring an AFC license. A diagram reflecting the current PIHP/CHSP funding System vs. Section 298 Pilot Projects was distributed.

CORRESPONDENCE, ARTICLES AND INFORMATIONAL ITEMS

Ms. Gebhard referred to other items that were included in the packet:

- AVCMH Letter to MDHHS requesting a transfer of \$91,000 in GF funds to North Country CMH
- MDHHS Memo on the Electronic Visit Verification implementation
- MDHHS Memo on three-year certification of NCCMH’s Home-Based Program
- MDHHS Memo regarding Behavioral Health Fee Schedule Project Rationale
- MDHHS Memo on approved Telepractice Services effective October 1, 2018.
- MDHHS Press Release announcing Dr. George Mellos will serve as the Senior Deputy Director for Behavioral Health (replacing Lynda Zeller)

QUALITY IMPROVEMENT UPDATE

Ms. Christie presented the September 2018 Quality Improvement Council Update report. The quarterly claims verification audit was reviewed with 100% of services validated in 2Q FY18. Trend data were also reviewed. The MDHHS Mission Based Performance Indicator System for

Access Timeliness for 3Q FY18 were presented; four of the fourteen measures were narrowly not met. She is working with supervisors and staff on performance improvement. Mr. Priess asked if the actual numbers could be included as they are often small, i.e. 1 person out of 4. Great strides were made in the implementation of LEAN process improvement with 153 staff participating in a LEAN healthcare simulation. A two-year training plan for LEAN integration into the Quality Improvement Plan is being developed.

NORTHERN MICHIGAN REGIONAL ENTITY

Ms. Gebhard referred to the August 22nd minutes in the packet. The NMRE Board approved a leasing office space in Gaylord and, thus, will be relocating its staff from NCCMH's Plaza Drive facility. Ms. Gebhard reminded the Board that staff being leased to the NMRE will be terminated and re-hired by the NMRE effective January 1, 2019. NCCMH plans to bring the Access Center function in-house.

OLD BUSINESS

Ms. Gebhard reviewed the Emergency Behavioral Health Services Cost Sharing Agreement. Three hospitals have signed, and McLaren Hospital has indicated it will sign this week. This Agreement will fund two positions for preadmission screening for inpatient hospitalization during the day Monday through Friday. Emergency Services afterhours staff (weekdays) will also be located in the hospitals. Telehealth equipment is being purchased so these services can be provided remotely to other hospital emergency departments.

NEW BUSINESS

Ms. Gebhard asked if the November 15th Board meeting needed to be rescheduled due to opening of deer season; consensus to keep it on the 15th. Ms. Gebhard would like to schedule a board retreat in November; consensus to schedule it on a different date than the Board meeting.

Ms. Booth informed the Board members about the upcoming CMH Association Conference in Traverse City on October 22 & 23. If Board members wish to attend they need to let her know before October 12 and cancellations need to be made at least three days prior to the conference.

Ms. Gebhard passed around an article from the Petoskey News Review on suicide prevention, which was co-sponsored by NCCMH.

MOTION BY KARA SHERMAN, SECOND BY LOUIS SCHOLL, TO ADJOURN THE MEETING AT 5:20 P.M. MOTION CARRIED.

Ed Ginop, Board Chair



Cheboygan County Fair Board Meeting

August 3, 2018

6:30 PM

Cheboygan County Fairgrounds
Fair Board Directors Building

Call to order

President Ron Williams called the meeting to order at 6:54 PM.

Pledge of Allegiance

Roll call

Directors present: Bubba Borowicz, John Brown Jr., Beth Buhr, Derrick Dotski, Ron Fenlon, Keith Ginop, Matt Horrocks, Brenda Mushlock, Nate Howell, Kelsey Kennedy, Keith Kwiatkowski, Steve Sanford, Gary Spray, Ron Williams, Dan O'Henley (Fair Manager)

Approve agenda

Motion Steve Sanford, support Bubba Borowicz to approve the agenda. Motion carried.

Public comment

No public comment

Approve minutes of July 2, 2018

Motion Steve Sanford, support Bubba Borowicz to approve minutes. Motion carried.

Treasurer's report

Motion Gary Spray, support Beth Buhr to approve treasurer's report. Motion carried.

Manager's report

Hang in there!

Safety meeting before Wednesday's race.

Security meeting with Keith and Kelsey.

Lost child: go to nearest gate, do not say child's name

#6 gate should always be closed.

Committee reports

Animal barns: contact Matt Horrocks, John Brown, Beth Buhr or the Mungers

Remember to log volunteer hours: date with arrival and departure times. Safety is #1.

Adjournment

Motion Nate Howell, support Gary Spray to adjourn. Motion carried.

Meeting adjourned at 7:07 PM.

Respectfully submitted,

Cheryl Heiny

Fair Board Secretary



Cheboygan County Fair Board Meeting

September 10, 2018

6:30 PM

Cheboygan County Fairgrounds

Fair Board Directors Building

Call to order

President Ron Williams called the meeting to order at 6:34 PM.

Pledge of Allegiance

Roll call

Directors present: Bubba Borowicz, John Brown Jr., Keith Ginop, Matt Horrocks, Keith Kwiatkowski, Brenda Mushlock, Steve Sanford, Ron Williams. Directors absent: Beth Buhr, Derrick Dotski (excused), Ron Fenlon (excused), Nate Howell, Kelsey Kennedy (excused), Gary Spray, Dan O'Henley (excused)

Approve agenda

Additions to agenda

New business: Fair review, Agricultural Society information, Important dates, Resignation
Motion Steve Sanford, support Brenda Mushlock to approve the agenda with additions. Motion carried.

Public comment

No public comment

Approve minutes of August 3, 2018

Motion Keith Ginop, support Keith Kwiatkowski to approve minutes. Motion carried.

Treasurer's report

Motion Matt Horrocks, support Keith Ginop to approve treasurer's report. Motion carried.

Manager's report

No report

Committee reports

No reports

Old business

None

New business

Fair review: Keith Kwiatkowski ~ no issues, no police needed, no trouble in campground
Keith Ginop ~ charging \$3 at gate is keeping people away
suggests getting a sponsor for Monday and charge \$1 at gate
Keith Kwiatkowski ~ \$3 at the gate is keeping troublemakers away
Steve Sanford ~ Emmet County and Otsego County charge \$3 at gate ~ we do not charge
for parking ~ could charge \$1 on Monday, \$2 on Tuesday, \$3 remaining days
Combine lawnmower races with mini wedges ~ run it ourselves and continue
it as a free event on Monday

Sue Cleary ~ why was there no music? Battle of the Bands? Billy Jewell?

Dolores Peterson ~ competition between choirs?

Steve Sanford ~ now the attitude is “what’s in it for me?” ~ no longer doing it for fun

Keith Ginop ~ local barrel racing at the grandstands ~ greased pig?

Dolores Peterson ~ we need to fill up the empty buildings

Sue Cleary ~ contact the antique dealers

Ron Williams ~ we compete with the Traverse City fair

Matt Horrocks ~ after dropping Tough man contest and Australian Pursuit, foot traffic decreased and we lost vendors

Keith Ginop ~ we need to develop a policy/program to put money towards a project: upgrades to campground, LED lights in grandstand, upgrade grandstand bathrooms, put in campground bathrooms, upgrade grandstand bleachers
accident: everything was in place correctly (trees, fence) ~ fire departments are there to take care of emergency ~ we should not be jumping all over it ~ we need to develop a policy that fire department is in charge ~ ask chiefs to write policy

Matt Horrocks ~ implementing changes in safety and check in policies for animals

steer numbers were down, lambs up, pigs same, horse numbers down

need to redo horse ring posts ~ need sleeve ports ~ Mr. Hunt Jr. offered help

Dolores Peterson ~ why does Draft Horse Show no longer exist? have it Monday after 4H show

Ron Williams will get with Brenda Mushlock

Sue Cleary ~ Sheriff posse should put their horses in stalls in horse barn to help fill up barn

Terry Drake ~ volunteer hours must be submitted before October 1, 2018

Sue Cleary ~ need improved handicapped parking ~ need flasher at pedestrian crossing

Ron Williams ~ we don’t have disabled parking ~ people moved disabled persons in their personal vehicles ~ county needs to review grounds and research what are our responsibilities for disabled persons ~ how much access must we have? courtesy carts? volunteers to run courtesy carts?

Agricultural Society: will meet Monday, November 5 before November fair board meeting for the purpose of nominating and voting for our fair board

Ag Society dues will be due October 4, 2018

Important dates: Wednesday, September 12 @ 5:00 pm ~ budget meeting in fair office

Monday, October 1 ~ form nominating committee

January 11-13, 2019 ~ fair convention

Resignation: received letter of resignation from Nate Howell. Motion Matt Horrocks, support Keith Kwiatkowski to accept resignation and award Nate Howell a Gold Pass. Motion carried. Keith Kwiatkowski announced that he also will retire this year.

Public comment

Sue Cleary: Open class building had a sign in book and had visitors from 19 different states. Historical Society provided a display from 27 of the 32 Centennial Farms in our county. 19 pies were entered in the first annual pie baking contest. Dollys were placed under showcases which made them easier to maneuver. We need to have grass cut, no dead flowers, and no peeling paint. Ask landscape companies to plant and advertise. 4H building looked nice. CCYLP building did not.

Ron Williams: We cut grass, etc. because we love the event; however, the condition of the grounds is not our responsibility.

Adjournment

Motion Brenda Mushlock, support Keith Kwiatkowski to adjourn. Motion carried. Adjourned at 7:59 PM.

Respectfully submitted,

Cheryl Heiny Fair Board Secretary



CHEBOYGAN COUNTY FAIR BOARD MEETING

Monday, October 1, 2018

6:30 PM

**Cheboygan County Building
Commissioners Room**

ANNOUNCEMENT

An attempt was made to hold the October meeting of the Cheboygan County Fair Board. There was no quorum; therefore, there was no meeting.

Members present: Beth Buhr, Keith Ginop, Matt Horrocks, Keith Kwiatkowski, Gary Spray, Ron Williams, Terry Drake, Cheryl Heiny.

Members absent excused: Bubba Borowicz, John Brown Jr., Ron Fenlon, Nate Howell (resigned), Brenda Mushlock, Steve Sanford, Dan O'Henley

Members absent unexcused: Derrick Dotski, Kelsey Kennedy

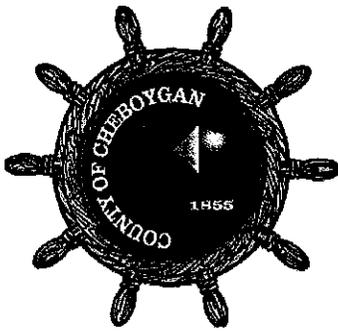
President Ron Williams appointed a nominating committee consisting of Ron Fenlon, Steve Sanford, Gary Spray.

"YOUR INPUT IS IMPORTANT. All of us bring different perspectives and expertise to improve our Fair. Directors are expected to attend all meetings and the fair convention. We understand that "life happens", but if you are going to miss a meeting/convention please contact the President, Vice President or Manager with a valid reason and let them know so you will be excused. It is COUNTY POLICY that a member with three unexcused absences in one year should be removed from the board."

Thanks for all your hard work. I'm happy you're on the team. :-)

Sincerely,

Ron Williams



Cheboygan County Board of Commissioners' Meeting

November 13, 2018

Title: Hour increase to 37.5 for Probate/Family Court employees.

Summary: Last year I presented two options for increased hours for my employees, an increase to 40 and 37.5. This year your new Probate Judge and I are asking you to consider at least an increase to 37.5. My employees also are in support of this proposal and willing to forego a request to increase to 40 which I still believe is warranted based on the current caseload and the busy people centered service we provide. Each case is very time consuming especially the unrepresented people which comprise the majority of our daily contacts.

Financial Impact: \$22,175.46

Recommendation: Take a step in the direction of an increase in more timely and better service to your constituents

Prepared by: Judge Bob Butts

Department: Probate Court

35 hrs to 37½ hrs per week

Probate Court	Gross Pay	Total Fringe	Total Wage and Fringe
Total at 70 Hours	\$ 319,937.80	\$202,194.16	\$ 522,131.96
Total at 75 Hours	\$ 342,790.50	\$207,646.29	\$ 550,436.79
Difference	\$ (22,852.70)	\$ (5,452.13)	\$ (28,304.83)
State Funded	\$ 4,907.24	\$ 1,222.14	\$ 6,129.38
General Fund Budgeted	\$ 13,038.22	\$ 3,007.86	\$ 16,046.08
Childcare Fund Budgeted	\$ 4,907.24	\$ 1,222.14	\$ 6,129.38
Total Financial Impact For County	\$ 17,945.46	\$ 4,230.00	\$ 22,175.46

Cheboygan County Juvenile Office Child Care Fund/CJO Reimbursements

2018 Expenses:

Cindy Eberly is reimbursed by the child care fund at 50% of her total package Wages and ALL Fringe Benefits. Total: \$67,804 Reimbursement to county: \$33,902

Denise Hart is reimbursed by the child care fund at 42% of her total package Wages and ALL Fringe Benefits. Total: \$65,779 Reimbursement to county: \$27,627

Megan Fenlon is reimbursed by the child care fund at 50% of her total package Wages and ALL Fringe Benefits. Total: \$65,294 Reimbursement to county: \$32,647

Mariah Winters is reimbursed by the child care fund at 41% of her total package Wages and ALL Fringe Benefits. Total: \$41,722 Reimbursement to county: \$17,106

Becky Noel is reimbursed by the child care fund at 4% of her total package Wages and ALL Fringe Benefits. Total: \$65,406 Reimbursement to county: \$2,616

Kyle Culbertson receives a CJO Grant (County Juvenile Officer Grant) the county is reimbursed \$6,829.26 quarterly. In total that is \$27,317 of his \$47,065 Salary.

Total Reimbursements in Salary, Wage, and Fringe: \$141,215

In Addition:

Starting January 1st 2018 the county will also receive 10% of its total gross expense back as In-Direct costs and **that money can be used in any way the county wishes**. We have been paid \$36,953.98 for January 2018-August 2018 so far.

Projected total for 2018 \$55,430.00 this is over \$45,000 Dollars more than in past years and has been written into the state legislation.

This year's Child Care Fund and CJO reimbursement are estimated to be: \$196,645.00

The Child Care Fund and the CJO Grant is covering more than 50% of the total cost for 6 county employees.

Patricia Hansen

From: Diane Ogden
Sent: Monday, November 05, 2018 2:13 PM
To: Patricia Hansen
Subject: RE: Overtime/comp time

Hi Patti,

mid January

I came up with 78.25 hrs of overtime for you and 38 hrs of net comp that had been carried over from one pay to another. If you used comp in the same pay, I subtracted it.

Kyle said the Judge wanted to know the comp for everyone else too. Lucy had 75.5 hours net comp earned. Denise and Kyle didn't usually carry comp over. Becky was paid 10 hours overtime and had carried over a total of 12.5 hrs on various pays. Mariah has a net carryover of 9.75 hours on various pays. Cindy and Megan usually used their comp in the same week. Cindy carried over around 3.75 hours and Megan around 8.25 hours on various pays.

I went back to all the timesheets. It was hard to determine the comp when they used comp on the same pay. I hope this will help.

Diane

From: Patricia Hansen
Sent: Monday, November 05, 2018 10:17 AM
To: Diane Ogden
Subject: Overtime/comp time

Diane,

Judge is having to go before the Board to ask for an increase in our hours to 37.5. He needs from me is the following: Since January 1, 2018, how much overtime and comp time have I accumulated due to workload? Since it is going before the Board I want the info to come from "The Head Payroll Honcho" so that there are no questions.

Thank you Diane for all you do.

Patti
Register of Probate
870 South Main Street, PO Box 70
Cheboygan, MI 49721
(231)627-8875

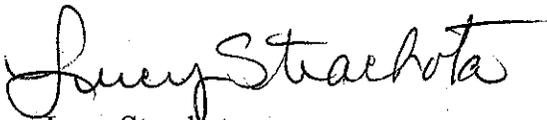
November 05, 2018

Lucy Strachota
Deputy Probate Register
4777 2nd St. Aloha
Cheboygan, MI 49721

Dear Judge Butts,

I have accumulated 73.15 Comp Hours as of February 26, 2018 – November 5, 2018.

Sincerely,


Lucy Strachota

4 Probation Officers
1 Deputy Juvenile Register

5 school employees

CHARLEVOIX

2 Offices 9 full-time employees, 2 part-time employees

PROBATE

Probate Register
Deputy Probate/Juvenile Register
Financial Officer

JUVENILE

Referee/Court Administrator
Juvenile Register
2 Probation Officers

1 part-time employee
3 school employees

OTSEGO

2 Offices 8 employees

PROBATE/JUVENILE

Probate Register
Juvenile Register
Financial Officer
Probation Officer
2 Caseworkers

ADMINISTRATOR - PROBATE/DISTRICT

Court Administrator
Office Supervisor

ANTRIM

2 Offices 6 employees

PROBATE

Probate Register
Deputy Register
Court Reporter/Secretary

JUVENILE

Juvenile Register
Court Administrator/Juvenile Officer
Intensive Probation Officer

CHIPPEWA

4 Offices 8 employees

PROBATE/JUVENILE

Juvenile Register
Deputy Juvenile Register
Probate Register
Deputy Probate Register

JUVENILE

2 Probation Officers

COURT ADMINISTRATOR - CIRCUIT AND PROBATE

JUVENILE/DISTRICT REFEREE

Monies that were returned to the County at the end of 2017

und 101- General County	\$18,962.02
und 292 - Child Care/Family Court	\$31,768.49
und 292 - Intensive Probation	\$39,480.68
AYPA	\$23,904.83
und 292 - Intensive Probation 2	\$855.56
	\$114,971.58

Probate/Family Court Cases Statistics

	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017
ew Probate Case Filings	160	148	157	147	181	237	182	199	136	195
ew Family Court filings/all cases	579	540	532	489	579	479	395	309	412	343
venile caseload combined/NA and DL *	201	184	172	178	258	138	151	122	163	129
ild protection, petitions/number of children	34/55	38/79	43/91	45/79	66/122	28/49	29/52	17/27	25/52	25/40
voices with children	113	116	100	130	97	91	81	79	82	74
options total caseload/adoptions finalized	28/20	24/15	42/37	22/17	68/58	22/17	14/8	19/17	17/14	22/15
arranges performed	43	47	46	40	39	47	30	26	38	33
o's rotate 50/50 with Judge Pavlich	125	131	116	124	125	159	102	79	100	62
ult/minor guardianships (year end)					262**	270	260	266	250	241
ult/minor conservatorships (year end)					68**	83	84	72	69	68

NA = Neglect and Abuse

DL = Delinquency

First Year they were added to the chart

Monies that were returned to the County at the end of 2017

and 101 - General County	\$18,962.02
and 292 - Child Care/Family Court	\$31,768.49
and 292 - Intensive Probation	\$39,480.68
AYPA	\$23,904.83
and 292 - Intensive Probation 2	\$855.56
	\$114,971.58

Probate/Family Court Cases Statistics

	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017
3w Probate Case Filings	160	148	157	147	181	237	182	199	136	195
3w Family Court filings/all cases	579	540	532	489	579	479	395	309	412	343
venile caseload combined/NA and DL *	201	184	172	178	258	138	151	122	163	129
child protection, petitions/number of children	34/55	38/79	43/91	45/79	66/122	28/49	29/52	17/27	25/52	25/40
voices with children	113	116	100	130	97	91	81	79	82	74
adoptions total caseload/adoptions finalized	28/20	24/15	42/37	22/17	68/58	22/17	14/8	19/17	17/14	22/15
arranges performed	43	47	46	40	39	47	30	26	38	33
O's rotate 50/50 with Judge Pavlich	125	131	116	124	125	159	102	79	100	62
ult/minor guardianships (year end)					262**	270	260	266	250	241
ult/minor conservatorships (year end)					68**	83	84	72	69	68

NA = Neglect and Abuse

DL = Delinquency

First Year they were added to the chart

53rd Circuit Court

	2016	2017	Change	Page
Felony Cases				
Filing Trend	155	178	15%	2
Case Age (disposed within 301 days)	99%	99%	0%	8
Clearance Rate	91%	106%	15%	10
Civil Cases				
Filing Trend	53	45	-15%	11
Case Age (disposed within 728 days)	94%	94%	0%	17
Clearance Rate	92%	113%	21%	19
Paternity & Support				
Filing Trend	58	49	-16%	21
Case Age (disposed within 238 days)	88%	93%	5%	27
Clearance Rate	84%	118%	34%	29
Divorce Without Minor Children				
Filing Trend	74	57	-23%	30
Case Age (disposed within 364 days)	94%	97%	3%	36
Clearance Rate	95%	114%	19%	38
Divorce With Minor Children				
Filing Trend	54	50	-7%	39
Case Age (disposed within 364 days)	94%	91%	-3%	45
Clearance Rate	105%	106%	1%	47
Family Division (Child Protective) NA				
Filing Trends: New Petitions	25	16	-36%	48
Case Age (placement, disposed within 98 days)	36%	52%	16%	54
Case Age (no placement, disposed within 210 days)	83%	44%	-39%	60
Clearance Rate	76%	150%	74%	62
Family Division (Delinquency) DL				
Filing Trends	81	75	-7%	63
Case Age (detained, disposed within 98 days)		50%		69
Case Age (not detained, disposed within 210 days)	56%	53%	-3%	75
Clearance Rate	112%	107%	-5%	77

89th District Court

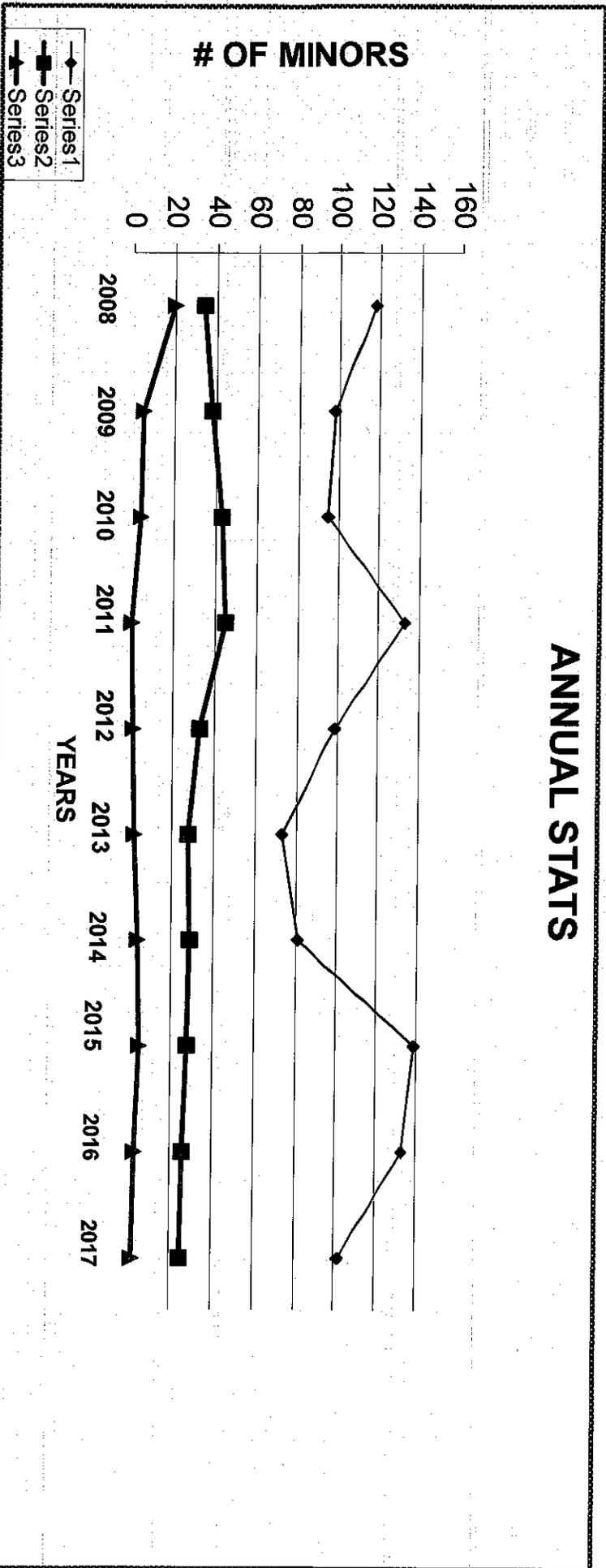
	2016	2017	Change	Page
Felony Cases				
Filing Trend	240	250	4%	108
Case Age (disposed within 28 days)	79%	80%	1%	112
Clearance Rate	99%	101%	2%	139
Misdemeanor Cases				
Filing Trend	926	857	-7%	114
Case Age (disposed within 126 days)	99%	99%	0%	118
Clearance Rate	101%	100%	-1%	139
Civil Infractions				
Filing Trend	2,609	2,495	-4%	120
Case Age (disposed within 84 days)	100%	99%	-1%	125
Clearance Rate	101%	100%	-1%	139
General Civil				
Filing Trend	464	503	8%	127
Case Age (disposed within 455 days)	100%	100%	0%	131
Clearance Rate	104%	100%	-4%	139
Summary Civil (w/o Jury Demand)				
Filing Trend	380	315	-17%	133
Case Age (disposed within 126 days)	100%	100%	0%	137
Clearance Rate	98%	108%	10%	139

Probate Court

	2016	2017	Change	Page
Estates and Trusts				
Filing Trend	81	109	35%	79
Estate Case Age (disposed within 364 days)		100%		81
Clearance Rate	101%	99%	-2%	106
Guardianships & Conservatorships				
Filing Trend	33	46	39%	86
Case Age (disposed within 364 days)		98%		88
Clearance Rate	103%	98%	-5%	106
Mental Illness & Judicial Admission				
Filing Trend	19	40	111%	92
Case Age (disposed within 28 days)		95%		94
Clearance Rate	95%	98%	3%	106
Civil				
Filing Trend	4	7	75%	99
Civil & Trust Case Age (disposed within 728 days)				101
Clearance Rate				106

CHEBOYGAN FAMILY DIVISION-JUVENILE DEPARTMENT

ANNUAL STATS



	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017
DELINQUENT	118	98	95	133	99	73	81	139	133	102
NEGLECT/ABUSE	34	38	43	45	33	28	29	28	26	25
TRAFFIC	20	5	4	0	1	2	4	5	3	2
TOTAL PETITIONS	172	141	142	178	133	103	114	172	162	129

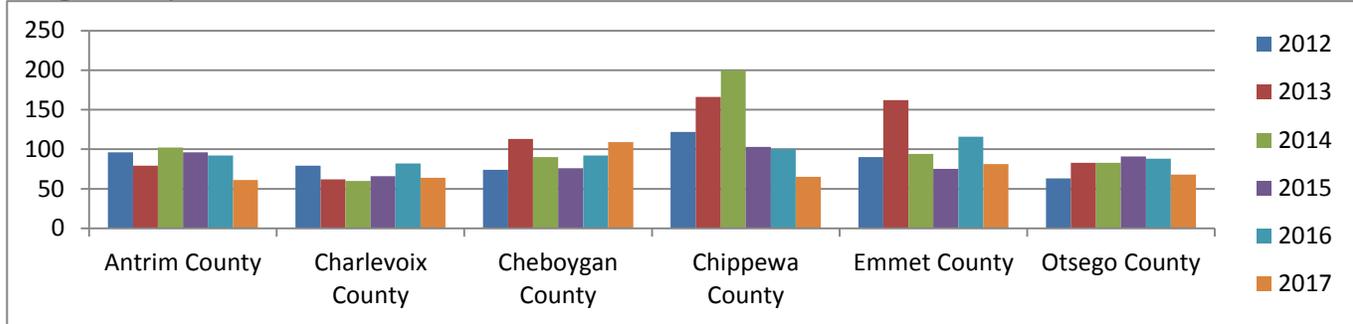
2018 to date

NEGLECT/ABUSE
CHILDREN
TOTAL # MINORS

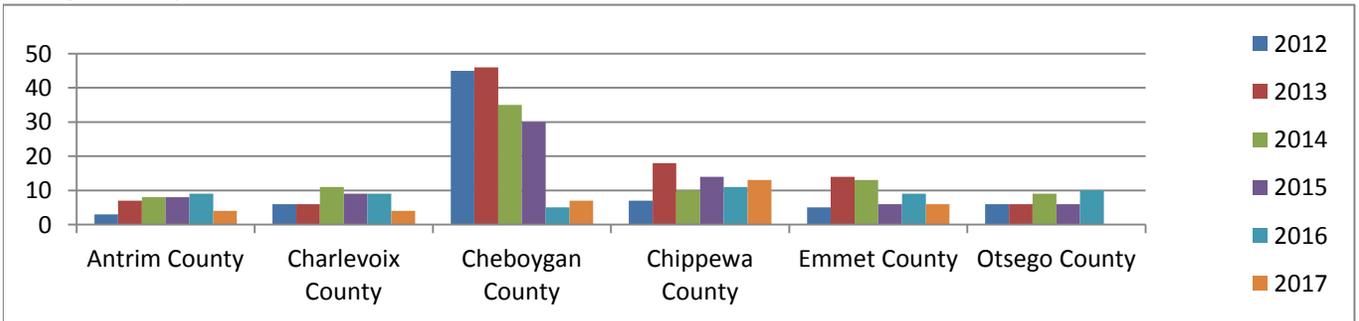
79	91	63	73	63	73	73	73	73	73	73
82	82	90	83	83	83	83	83	83	83	83

79
86

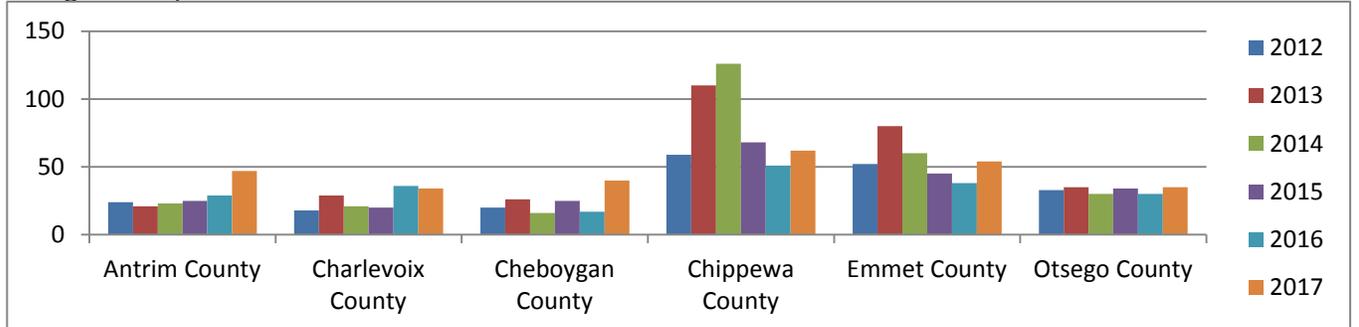
ESTATE/TRUSTS PETITION TOTALS	2012	2013	2014	2015	2016	2017
Antrim County	96	79	102	96	92	61
Charlevoix County	79	62	60	66	82	64
Cheboygan County	74	113	90	76	92	109
Chippewa County	122	166	200	103	100	65
Emmet County	90	162	94	75	116	81
Otsego County	63	83	83	91	88	68



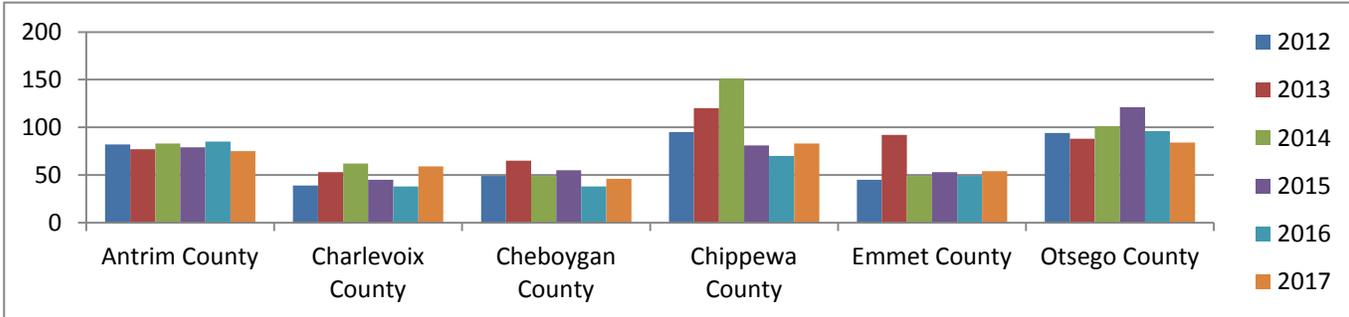
CIVIL/MISC. PETITION TOTALS	2012	2013	2014	2015	2016	2017
Antrim County	3	7	8	8	9	4
Charlevoix County	6	6	11	9	9	4
Cheboygan County	45	46	35	30	5	7
Chippewa County	7	18	10	14	11	13
Emmet County	5	14	13	6	9	6
Otsego County	6	6	9	6	10	0



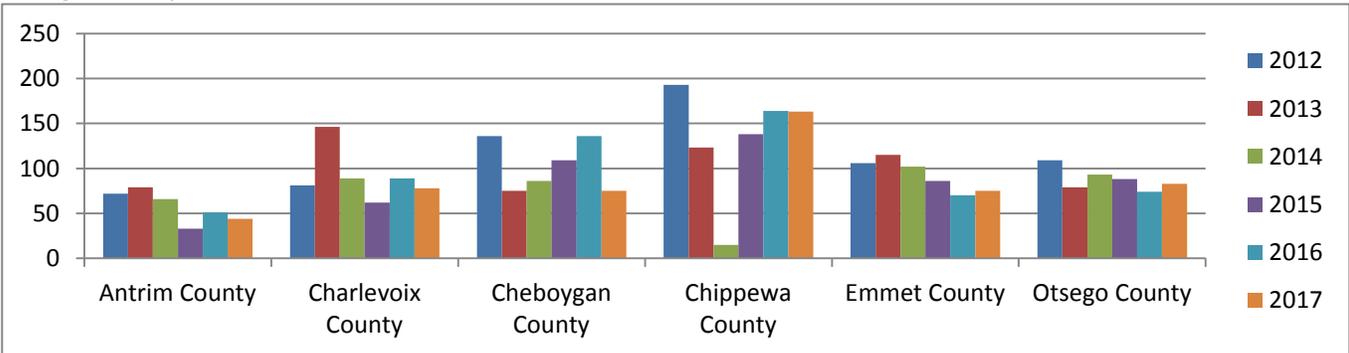
ADMISSIONS/MENTAL PETITION TOTALS	2012	2013	2014	2015	2016	2017
Antrim County	24	21	23	25	29	47
Charlevoix County	18	29	21	20	36	34
Cheboygan County	20	26	16	25	17	40
Chippewa County	59	110	126	68	51	62
Emmet County	52	80	60	45	38	54
Otsego County	33	35	30	34	30	35



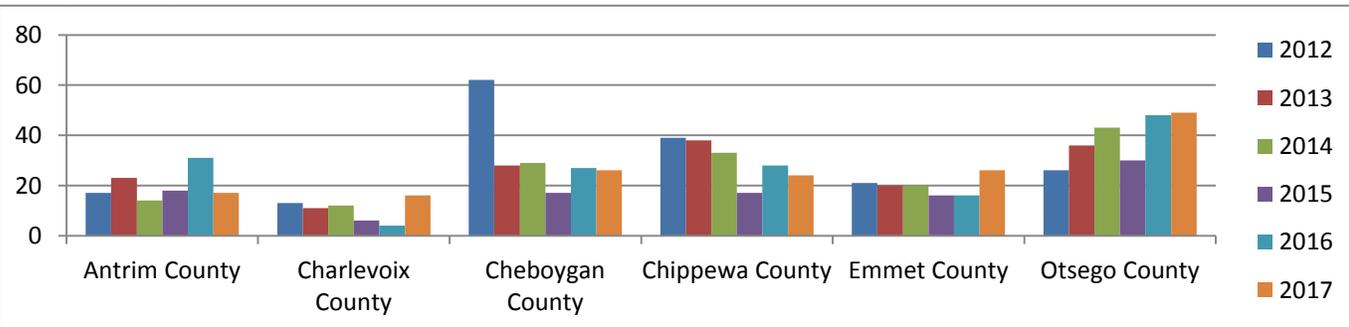
GUARDIANSHIP/CONSERVATORSHIP	2012	2013	2014	2015	2016	2017
Antrim County	82	77	83	79	85	75
Charlevoix County	39	53	62	45	38	59
Cheboygan County	49	65	49	55	38	46
Chippewa County	95	120	151	81	70	83
Emmet County	45	92	49	53	49	54
Otsego County	94	88	101	121	96	84



JUVENILE PETITION TOTALS	2012	2013	2014	2015	2016	2017
Antrim County	72	79	66	33	51	44
Charlevoix County	81	146	89	62	89	78
Cheboygan County	136	75	86	109	136	75
Chippewa County	193	123	15	138	164	163
Emmet County	106	115	102	86	70	75
Otsego County	109	79	93	88	74	83



CHILD PROTECTIVE PETITION TOTALS	2012	2013	2014	2015	2016	2017
Antrim County	17	23	14	18	31	17
Charlevoix County	13	11	12	6	4	16
Cheboygan County	62	28	29	17	27	26
Chippewa County	39	38	33	17	28	24
Emmet County	21	20	20	16	16	26
Otsego County	26	36	43	30	48	49



PERIOD ENDING 09/30/2018

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

GL NUMBER	DESCRIPTION	END BALANCE	YTD BALANCE	2018		YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT
		12/31/2017	09/30/2017	ORIGINAL BUDGET	2018 AMENDED BUDGET		MONTH 09/30/18		
Fund 101 - GENERAL COUNTY									
Revenues									
101-400-401.00	CURRENT TAX	7,819,004.77	2,884,638.88	8,011,930.00	8,011,930.00	4,252,469.32	1,918,307.65	3,759,460.68	53.08
101-400-401.02	CONTRIBUTION FROM RESTRICTED F	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
101-400-401.03	CURRENT TAX INTEREST	38,637.69	35,420.92	38,500.00	38,500.00	31,860.64	0.00	6,639.36	82.75
101-400-401.05	PROBATE BOND FEE	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
101-400-404.00	CONVENTION & TOURISM TAX	68,897.70	47,317.50	70,399.00	70,399.00	37,619.00	22,396.00	32,780.00	53.44
101-400-417.00	UNPAID PERSONAL PROPERTY TAX	6,829.12	6,345.72	3,873.00	3,873.00	3,180.64	0.00	692.36	82.12
101-400-424.00	COMMERCIAL FOREST RESERVE	182.33	182.33	165.00	165.00	188.72	0.00	(23.72)	114.38
101-400-425.00	SWAMP TAX REFUND	357,289.89	0.00	339,354.00	339,354.00	0.00	0.00	339,354.00	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
101-400-441.00	LOCAL COMMUNITY STABILIZATION	3,031.98	3,031.98	0.00	0.00	0.00	0.00	0.00	0.00
101-400-452.00	LICENSES & PERMITS-BUSINESS	1,069.00	745.00	1,100.00	1,100.00	636.50	77.50	463.50	57.86
101-400-476.00	SOIL SEDIMENTATION	14,230.00	11,065.00	12,000.00	12,000.00	13,125.00	1,635.00	(1,125.00)	109.38
101-400-477.00	LIC & PERMITS-NON-BUSINESS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
101-400-478.00	DOG LICENSES	1,316.50	1,166.00	1,300.00	1,300.00	1,350.00	10.00	(50.00)	103.85
101-400-478.01	CO MARRIAGE LIC FEE	1,320.00	1,145.00	1,600.00	1,600.00	1,245.00	180.00	355.00	77.81
101-400-479.01	ZONING PERMITS	30,177.20	25,218.88	27,000.00	27,000.00	23,902.39	1,951.12	3,097.61	88.53
101-400-479.02	SP ZONING MTG	605.00	605.00	0.00	0.00	0.00	0.00	0.00	0.00
101-400-501.01	BULLETPROOF VEST PARTNERSHIP	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
101-400-501.03	ENFORCEMENT ZONE GRANT	12,392.00	9,487.00	11,477.00	8,572.00	4,107.00	0.00	4,465.00	47.91
101-400-502.01	JAIL TECH UPGRADE	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
101-400-507.00	CO-OP REIMB-PROS ATTY/ADC	61,938.51	45,794.78	55,699.00	55,699.00	46,737.61	6,151.82	8,961.39	83.91
101-400-507.01	PROS ATTY VICTIMS RIGHTS	50,369.66	36,839.49	53,701.00	53,474.68	39,919.56	13,216.75	13,555.12	74.65
101-400-507.02	WELFARE FRAUD	765.00	765.00	500.00	500.00	337.50	0.00	162.50	67.50
101-400-507.03	CSPA STATE SUPPL PYT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
101-400-508.00	WOMEN'S RESOURCE GRANT	500.00	500.00	0.00	0.00	0.00	0.00	0.00	0.00
101-400-510.00	STONEGARDEN GRANT	40,191.74	29,174.55	40,276.00	29,258.81	25,338.03	3,171.69	3,920.78	86.60
101-400-512.00	U.S. DEPARTMENT OF JUSTICE GRA	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
101-400-513.00	US DEPT OF AGRICULTURE GRANT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
101-400-514.01	MARINE SAFETY EQUIPMENT - FEDE	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
101-400-527.00	BRYNE GRANT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
101-400-532.00	CONSTRUCTION CODE ADMIN	52,859.00	0.00	46,729.00	46,729.00	0.00	0.00	46,729.00	0.00
101-400-533.00	HOUSING ADMIN	24,354.45	0.00	27,714.00	27,714.00	0.00	0.00	27,714.00	0.00
101-400-535.00	JUVENILE ACCOUNTABILITY GRANT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
101-400-540.00	COURT EQUITY FUND	121,073.00	78,714.00	121,477.00	121,477.00	74,976.00	0.00	46,501.00	61.72
101-400-541.00	PROBATE JUDGES' SALARY	105,004.48	95,592.87	99,834.00	99,834.00	99,833.75	24,958.44	0.25	100.00
101-400-541.01	PROBATE STAND/PAYMT	45,724.00	45,724.00	45,724.00	45,724.00	45,724.00	11,431.00	0.00	100.00
101-400-541.02	CIRCUIT STAND/PAYMT	45,724.00	45,724.00	45,724.00	45,724.00	45,724.00	11,431.00	0.00	100.00
101-400-541.03	DISTRICT STAND/PAYMT	36,579.20	36,579.20	36,579.00	36,579.00	36,579.20	9,144.80	(0.20)	100.00
101-400-542.00	ORV ENFORCEMENT GRANT	18,000.00	0.00	18,200.00	18,200.00	0.00	0.00	18,200.00	0.00
101-400-543.00	SECONDARY RD PATROL/GRANT	51,466.17	30,849.24	46,729.00	46,729.00	26,112.07	0.00	20,616.93	55.88
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
101-400-544.00	MARINE SAFETY PROGRAM	47,900.00	0.00	49,700.00	49,700.00	0.00	0.00	49,700.00	0.00
101-400-544.01	SNO-MOBILE SAFETY/PROGRAM	7,992.56	7,992.56	7,800.00	7,800.00	6,000.00	0.00	1,800.00	76.92
101-400-545.01	CASEFLOW ASSIST GRANT/DIST	10,436.30	10,436.30	10,000.00	10,000.00	8,536.58	0.00	1,463.42	85.37
101-400-545.02	CASEFLOW ASST GRANT/CIR CT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
101-400-554.00	STATE GRANT	6,261.00	0.00	0.00	7,099.85	785.85	0.00	6,314.00	11.07
101-400-560.00	COUNTY JUVENILE OFFICER GRANT	27,317.04	20,487.78	27,317.00	27,317.00	20,487.78	6,829.26	6,829.22	75.00
101-400-569.05	L.E.P.C.	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
101-400-570.00	CIGARETTE TAX	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
101-400-572.00	STATE GRANT - MSHDA	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
101-400-573.00	LOCAL COMMUNITY STABILIZATION	22,292.85	0.00	0.00	0.00	2,954.41	0.00	(2,954.41)	100.00
101-400-574.00	STATE REVENUE SHARING	456,893.59	456,893.59	462,591.00	462,591.00	462,591.07	0.00	(0.07)	100.00
101-400-574.01	REVENUE SHARING - COUNTY INCEN	112,846.67	112,846.67	112,847.00	112,847.00	112,846.64	0.00	0.36	100.00
101-400-575.00	TWP LIQUOR LICENSE	770.00	770.00	770.00	770.00	0.00	0.00	770.00	0.00

PERIOD ENDING 09/30/2018

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

GL NUMBER	DESCRIPTION	END BALANCE	YTD BALANCE	2018		YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BGDG
		12/31/2017	09/30/2017	ORIGINAL	2018		MONTH		
				BUDGET	AMENDED BUDGET	09/30/2018	09/30/18		
Fund 101 - GENERAL COUNTY									
Revenues									
101-400-580.01	CONTRIB FROM OTHER UNITS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
101-400-581.00	REV FROM OTHER COUNTIES	54,490.93	39,812.09	55,189.00	55,189.00	42,459.69	4,470.70	12,729.31	76.94
101-400-582.00	SHERIFF LOCAL GRANTS	1,400.00	1,400.00	0.00	1,900.00	1,900.00	0.00	0.00	100.00
101-400-583.00	LOCAL GRANTS	350.00	350.00	0.00	400.00	400.00	0.00	0.00	100.00
101-400-601.00	CIR CRT COSTS	48,938.81	39,271.14	50,000.00	50,000.00	40,780.63	6,206.64	9,219.37	81.56
101-400-601.01	ATTY FEE REIMB/CIRCUIT	22,526.88	18,026.63	31,000.00	31,000.00	26,147.16	3,537.22	4,852.84	84.35
101-400-601.10	CIR CT GARNISHMENT	705.00	525.00	550.00	550.00	300.00	60.00	250.00	54.55
101-400-602.00	CONTEMPT OF COURT FEE PROBATE	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
101-400-603.00	DISTRICT CRT COSTS	394,902.11	299,400.32	390,000.00	390,000.00	293,714.09	31,625.93	96,285.91	75.31
101-400-603.01	PROBATE CRT COSTS	1,085.00	400.00	1,000.00	1,000.00	585.00	165.00	415.00	58.50
101-400-603.11	SMOKING FEES	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
101-400-607.02	CTY GENERAL FILING FEE	4,572.00	3,746.00	5,250.00	5,250.00	3,770.00	372.00	1,480.00	71.81
101-400-607.03	LATE FEE PRISONER	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
101-400-607.04	CHARGE FOR SERVICE	152,873.28	63,779.00	116,561.00	116,561.00	89,391.78	55,739.19	27,169.22	76.69
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
101-400-608.01	MOTION FEE COUNTY	2,140.00	1,730.00	3,000.00	3,000.00	1,445.00	180.00	1,555.00	48.17
101-400-608.02	COUNTY APPEAL FEE	386.00	211.00	200.00	200.00	87.00	0.00	113.00	43.50
101-400-610.00	JURY FEE CIR CT	2,170.00	1,880.00	1,600.00	1,600.00	870.00	230.00	730.00	54.38
101-400-612.00	TUSCARORA TWP ORDINANCE FEE	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
101-400-612.01	GIS	2,926.65	2,901.65	1,800.00	1,800.00	1,656.10	0.00	143.90	92.01
101-400-613.00	DIST CRT/CIVIL FEES	50,031.50	37,493.00	45,000.00	45,000.00	40,201.00	8,561.50	4,799.00	89.34
101-400-613.10	COUNTY REMONUMENTATION	350.94	250.08	300.00	300.00	253.86	30.54	46.14	84.62
101-400-614.00	VIOLATION CLEARANCE RECORD	2,745.67	1,945.00	3,000.00	3,000.00	2,222.11	272.11	777.89	74.07
101-400-615.00	DIST CRT/BOND COSTS & FEES	3,700.00	2,920.00	7,000.00	7,000.00	1,900.00	220.00	5,100.00	27.14
101-400-617.00	PROBATE CRT - FEES	0.00	0.00	0.00	0.00	10.00	0.00	(10.00)	100.00
101-400-617.01	CERTIFIED FEES	1,563.00	1,327.00	1,400.00	1,400.00	800.00	32.00	600.00	57.14
101-400-617.02	MARRIAGE CEREMONIES	100.00	68.00	100.00	100.00	56.00	0.00	44.00	56.00
101-400-617.03	JURY FEE DEMAND	30.00	30.00	0.00	0.00	0.00	0.00	0.00	0.00
101-400-617.06	WILLS/SAFE KEEPING	425.00	350.00	200.00	200.00	125.00	0.00	75.00	62.50
101-400-617.07	INVENTORY FEE	10,794.15	7,347.02	6,500.00	6,500.00	6,581.21	1,518.61	(81.21)	101.25
101-400-617.08	PROBATE CRT/DEPOSIT BOXES	10.00	10.00	20.00	20.00	10.00	0.00	10.00	50.00
101-400-617.10	PROBATE CRT-MOT/PET/ACCT/OB	1,260.00	950.00	1,400.00	1,400.00	950.00	100.00	450.00	67.86
101-400-618.00	CO TREAS-CURRENT SERVICES	3,107.00	3,087.00	3,700.00	3,700.00	1,852.50	9.00	1,847.50	50.07
101-400-618.01	VETERAN'S FEES - ID CARDS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
101-400-618.02	REGISTER OF DEEDS TAX CERTIFIC	6,260.00	4,295.00	4,500.00	4,500.00	4,700.00	645.00	(200.00)	104.44
101-400-619.00	CO CLERK/CURRENT SERVICES	24,461.00	19,217.00	21,000.00	21,000.00	17,130.00	1,761.00	3,870.00	81.57
101-400-619.01	PASSPORT FEES	1,375.00	950.00	1,600.00	1,600.00	0.00	0.00	1,600.00	0.00
101-400-619.02	CREMATION FEE	1,430.00	1,060.00	1,000.00	1,000.00	1,000.00	100.00	0.00	100.00
101-400-619.03	SUBPOENA FEE	30.00	30.00	0.00	0.00	0.00	0.00	0.00	0.00
101-400-619.04	CRIME VICTIM ADMIN FEES	1,609.59	1,301.71	1,700.00	1,700.00	1,159.50	190.62	540.50	68.21
101-400-619.05	STATE FORENSIC ADMIN FEE	16.00	15.50	0.00	0.00	14.69	1.25	(14.69)	100.00
101-400-619.06	NOTARY FEES	474.00	352.00	275.00	275.00	360.00	64.00	(85.00)	130.91
101-400-620.00	REGISTER OF DEEDS FEES	327,124.40	237,419.50	250,000.00	250,000.00	237,314.86	29,529.70	12,685.14	94.93
101-400-622.00	C.C.F. COLLECTION FEE	2,100.84	1,797.27	2,400.00	2,400.00	2,139.86	87.75	260.14	89.16
101-400-622.01	25% ATTY FEES REIMB	377.25	267.75	500.00	500.00	319.50	0.00	180.50	63.90
101-400-622.02	ATTY FEE REIMB/PROBATE	2,156.75	1,603.25	1,200.00	1,200.00	958.50	0.00	241.50	79.88
101-400-625.00	DNA COLLECTION	375.63	298.13	0.00	0.00	348.70	60.76	(348.70)	100.00
101-400-625.01	SEX OFFENDER REGISTRATION	2,720.00	2,600.00	3,500.00	3,500.00	2,940.00	180.00	560.00	84.00
101-400-625.25	DNA COLLECTION - SHERIFF	931.55	737.80	200.00	200.00	871.75	151.91	(671.75)	435.88
101-400-625.36	DNA COLLECTION - DISTRICT COUR	0.00	0.00	100.00	100.00	0.00	0.00	100.00	0.00
101-400-628.02	BOAT LIVERY INSPECTIONS	30.00	30.00	50.00	50.00	12.00	0.00	38.00	24.00
101-400-628.03	PRISONER BOARD	50,697.60	37,158.76	45,000.00	45,000.00	29,872.41	0.00	15,127.59	66.38
101-400-628.04	PRISONER MEDICAL	3,238.69	2,398.07	3,500.00	3,500.00	2,891.86	0.00	608.14	82.62
101-400-628.05	ACCIDENT REPORT FEES	830.05	704.05	700.00	700.00	566.50	0.00	133.50	80.93

PERIOD ENDING 09/30/2018

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

GL NUMBER	DESCRIPTION	END BALANCE 12/31/2017	YTD BALANCE 09/30/2017	2018		YTD BALANCE 09/30/2018	ACTIVITY FOR MONTH 09/30/18	AVAILABLE BALANCE	% BDGT USED
				ORIGINAL BUDGET	2018 AMENDED BUDGET				
Fund 101 - GENERAL COUNTY									
Revenues									
101-400-628.07	DOC/TRANSPORT REIMB	3,489.29	2,653.51	2,500.00	2,500.00	3,134.07	0.00	(634.07)	125.36
101-400-628.08	WORK RELEASE	26,119.51	21,366.69	30,000.00	30,000.00	22,998.20	0.00	7,001.80	76.66
101-400-628.09	PRISONER BOARD-OUT COUNTY	0.00	0.00	1,050.00	1,050.00	0.00	0.00	1,050.00	0.00
101-400-628.10	DIVERTED FELONS-LOC REIMBURSE	23,385.00	17,145.00	20,000.00	20,000.00	12,160.00	4,740.00	7,840.00	60.80
101-400-628.12	PRISONER TRANSPORT REIMBURSE	471.95	411.95	1,000.00	1,000.00	50.00	0.00	950.00	5.00
101-400-628.13	MEDICAL REIMBURSE-OUT COUNTY	0.00	0.00	50.00	50.00	0.00	0.00	50.00	0.00
101-400-628.14	FINDERS FEE SS JAIL	13,400.00	10,400.00	8,000.00	8,000.00	7,200.00	400.00	800.00	90.00
101-400-628.16	PRE-EMPLOYMENT FINGERPRINTS	120.00	100.00	200.00	200.00	110.00	0.00	90.00	55.00
101-400-628.17	CCW FINGERPRINT FEE	3,210.00	2,535.00	5,000.00	5,000.00	3,225.00	285.00	1,775.00	64.50
101-400-628.18	DRUNK DRIVERS ASSESSMENT	2,660.00	1,910.00	3,500.00	3,500.00	1,935.00	0.00	1,565.00	55.29
101-400-628.19	TETHER FEES	930.00	460.00	0.00	0.00	0.00	0.00	0.00	0.00
101-400-630.00	OTHER REVENUE	1,901.30	1,149.90	25.00	25.00	122.00	15.50	(97.00)	488.00
101-400-630.03	SALE BOOK	105.00	105.00	200.00	200.00	90.00	0.00	110.00	45.00
101-400-632.00	ADMIN/CRIME VIC RIGHTS ASST	95.50	74.50	0.00	0.00	60.99	7.50	(60.99)	100.00
101-400-633.00	TAX RECORDS SEARCH FEE	888.40	876.80	1,200.00	1,200.00	1,608.01	0.00	(408.01)	134.00
101-400-639.00	GAMBLING SCREENING	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
101-400-644.00	SALE OF SCRAP & SALVAGE	70.00	70.00	0.00	0.00	34.00	0.00	(34.00)	100.00
101-400-647.00	DVD RECORDINGS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
101-400-650.02	REGISTRATION / ENTRY FEES	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
101-400-651.10	REGISTER OF DEEDS - ONLINE SER	15,613.00	10,476.00	15,000.00	15,000.00	14,543.00	2,875.00	457.00	96.95
101-400-654.99	GRAND STAND RECEIPTS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
101-400-655.03	50/50 RAFFLE	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
101-400-656.00	BOND FORFEITURES	14,700.00	11,300.00	1,000.00	1,000.00	21,220.00	200.00	(20,220.00)	2,122.00
101-400-656.01	ORDINANCE FINES & COSTS	19,587.92	14,019.49	15,000.00	15,000.00	25,891.35	2,795.30	(10,891.35)	172.61
101-400-657.00	DRUG FORFEITURES - SHERIFF	3,250.00	3,250.00	0.00	0.00	0.00	0.00	0.00	0.00
101-400-657.01	DRUG FORFEITURES - PROSECUTOR	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
101-400-658.00	FORFEITURES - SHERIFF	550.00	550.00	0.00	0.00	0.00	0.00	0.00	0.00
101-400-665.00	INTEREST EARNED	24,941.00	15,663.55	15,600.00	15,600.00	17,055.38	1,314.16	(1,455.38)	109.33
101-400-665.01	T & A INTEREST	2,046.64	1,175.44	1,700.00	1,700.00	984.69	279.22	715.31	57.92
101-400-668.00	RENTS	62,284.08	43,500.06	58,000.00	58,000.00	43,500.06	4,833.34	14,499.94	75.00
101-400-669.00	BLDG & GROUNDS RENTAL	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
101-400-669.02	EQUIPMENT RENTAL	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
101-400-673.00	SALE OF FIXED ASSETS	1.00	1.00	0.00	0.00	2,371.00	0.00	(2,371.00)	100.00
101-400-673.01	CAMPING	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
101-400-675.00	CONTRIB & DONATIONS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
101-400-675.05	CONTRIBUTION TO MARINE DIVISIC	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
101-400-675.06	DONATION - CANINE UNIT	6,074.65	4,721.48	10,000.00	24,500.00	17,165.16	0.00	7,334.84	70.06
101-400-676.00	CONT FROM OTHER FUNDS	0.00	0.00	23,652.00	23,652.00	0.00	0.00	23,652.00	0.00
101-400-676.01	REIMBURSEMENTS	4,013.99	213.00	0.00	0.00	6,663.13	0.00	(6,663.13)	100.00
101-400-676.13	89TH JURY REIMBURSEMENT	120.00	0.00	0.00	0.00	195.00	0.00	(195.00)	100.00
101-400-676.14	CIR CRT JURY REIMBURSEMENT	3,385.00	2,410.00	4,300.00	4,300.00	605.00	0.00	3,695.00	14.07
101-400-676.17	89TH DISTRICT COURT REIMBURSEM	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
101-400-676.18	PROBATE JURY REIMBURSEMENT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
101-400-678.00	INSURANCE & BOND REIMBURSEMENT	62,875.57	62,875.57	5,780.00	5,780.00	123,699.00	0.00	(117,919.00)	2,140.12
101-400-681.00	ELECTION REFUNDS	127.04	98.08	200.00	200.00	67.04	0.00	132.96	33.52
101-400-682.00	DATA PROCESSING FEES	21,733.75	4,000.00	18,500.00	18,500.00	4,000.00	0.00	14,500.00	21.62
101-400-682.01	PA BLOOD TEST REIMB	19.35	16.86	250.00	250.00	22.05	2.13	227.95	8.82
101-400-682.02	AERIAL MAPS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
101-400-682.03	COUNTY MAPS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
101-400-683.00	RETURNED CHECK FEES	780.71	488.99	200.00	200.00	244.29	0.00	(44.29)	122.15
101-400-686.00	P/A LEGAL/ABUSED & NEG CHLD	42,212.79	33,875.64	48,000.00	48,000.00	40,186.67	3,260.70	7,813.33	83.72
101-400-687.00	WAGE REIMBURSEMENT	0.00	0.00	6,200.00	6,200.00	0.00	0.00	6,200.00	0.00
101-400-687.06	SHERIFF WAGE REIMB/INTERNAL TR	9,620.86	7,747.60	11,918.00	11,918.00	7,070.55	2,459.24	4,847.45	59.33
101-400-688.00	REFUNDS - GENERAL	3,314.49	2,545.58	1,300.00	1,300.00	7,597.35	1,030.29	(6,297.35)	584.41

PERIOD ENDING 09/30/2018

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

GL NUMBER	DESCRIPTION	END BALANCE	YTD BALANCE	2018		YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT
		12/31/2017	09/30/2017	ORIGINAL BUDGET	2018 AMENDED BUDGET				
Fund 101 - GENERAL COUNTY									
Revenues									
101-400-688.01	MOVEABLE ITEMS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
101-400-688.02	ZONING BOOKS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
101-400-688.06	SHERIFF WAGE REIMB	135.28	135.28	1,200.00	1,200.00	383.57	383.57	816.43	31.96
101-400-688.08	INMATE TELEPHONE	14,698.08	11,043.40	10,800.00	10,800.00	16,993.87	0.00	(6,193.87)	157.35
101-400-688.09	NON-REIMBURSABLE/REIMB	146.25	127.50	1,000.00	1,000.00	265.69	45.00	734.31	26.57
101-400-688.11	M.A.P.S.	6,417.29	0.00	10,021.00	10,021.00	0.00	0.00	10,021.00	0.00
101-400-688.15	SHERIFF PBT'S	96.00	63.00	500.00	500.00	89.00	0.00	411.00	17.80
101-400-688.17	POSTAGE REIMBURSEMENTS	11.51	11.51	50.00	50.00	0.00	0.00	50.00	0.00
101-400-688.19	SHERIFF DRUG SCREENS	606.38	488.88	500.00	500.00	548.50	0.00	(48.50)	109.70
101-400-690.00	INS & SURETY PREMIUM REFUND	62,284.00	0.00	50,000.00	50,000.00	0.00	0.00	50,000.00	0.00
101-400-695.00	CASH OVER/SHORT	26.25	11.25	0.00	0.00	15.46	0.36	(15.46)	100.00
101-400-696.00	INSURANCE PROCEEDS	2,594.24	2,594.24	0.00	0.00	12,350.00	0.00	(12,350.00)	100.00
101-400-698.00	MISC	787.73	551.44	0.00	0.00	617.54	146.09	(617.54)	100.00
101-400-699.00	FUND EQUITY	0.00	0.00	681,056.00	696,608.95	0.00	0.00	696,608.95	0.00
101-400-699.99	TRANSFER IN	523,134.09	106,235.48	3,790,397.00	3,790,397.00	0.00	0.00	3,790,397.00	0.00
TOTAL REVENUES		11,877,099.56	5,322,947.63	15,745,453.00	15,770,757.29	6,703,308.14	2,202,066.86	9,067,449.15	42.50
Expenditures									
101	COMMISSIONERS	126,211.06	87,475.15	145,920.00	145,943.00	91,862.99	8,807.43	54,080.01	62.94
131	CIRCUIT COURT	278,290.29	194,199.30	331,234.00	331,362.00	202,993.43	20,710.00	128,368.57	61.26
136	DISTRICT COURT	617,171.06	432,943.00	636,234.00	636,706.00	442,662.00	48,387.28	194,044.00	69.52
139	VICTIM'S RIGHTS	68,489.78	48,389.57	68,397.00	68,611.68	49,166.00	5,589.15	19,445.68	71.66
145	JURY BOARD	6,520.21	6,359.02	10,810.00	10,810.00	5,110.41	2.03	5,699.59	47.27
148	PROBATE COURT	587,349.38	417,860.44	618,500.00	618,661.00	434,439.71	44,804.23	184,221.29	70.22
191	ELECTIONS	(737.47)	(559.83)	28,860.00	28,860.00	17,627.43	8,522.14	11,232.57	61.08
202	FINANCE DEPARTMENT	290,520.62	196,011.23	313,274.00	289,890.00	206,661.72	20,404.88	83,228.28	71.29
212	ADMINISTRATIVE OFFICE	215,086.10	148,898.80	235,184.00	235,288.00	158,725.41	17,006.75	76,562.59	67.46
215	CLERK/REGISTER	434,556.87	300,321.51	450,059.00	450,318.00	321,290.57	36,393.27	129,027.43	71.35
225	EQUALIZATION	212,436.32	145,852.30	217,303.00	217,651.00	150,087.26	15,082.59	67,563.74	68.96
228	INFORMATION SYSTEMS	240,491.96	146,844.55	365,019.00	365,112.00	249,791.78	18,953.24	115,320.22	68.42
229	PROSECUTING ATTORNEY	589,852.39	411,954.60	639,924.00	649,041.00	443,795.86	49,227.93	205,245.14	68.38
243	GIS	68,906.18	49,212.91	70,993.00	71,035.00	50,232.37	7,350.15	20,802.63	70.71
253	COUNTY TREASURER	308,686.60	218,314.49	326,490.00	326,670.00	217,134.13	22,940.92	109,535.87	66.47
260	TAX ALLOCATION BOARD	0.00	0.00	950.00	950.00	0.00	0.00	950.00	0.00
265	COUNTY MAINTENANCE DEPT	473,174.77	335,900.83	505,026.00	506,681.00	346,157.96	35,355.62	160,523.04	68.32
267	MAJOR EQ/BLDG IMP	67,809.49	47,956.56	196,530.00	196,663.00	46,711.12	29,991.42	149,951.88	23.75
270	HUMAN RESOURCE	4,882.10	2,880.44	5,775.00	5,775.00	2,559.10	632.50	3,215.90	44.31
275	DRAIN COMMISSIONER	2,981.54	2,146.85	6,090.00	6,090.00	813.22	3.17	5,276.78	13.35
284	COUNTY SURVEYOR	1,950.00	1,267.15	2,150.00	2,150.00	1,322.02	0.00	827.98	61.49
285	GENERAL COUNTY	438,326.38	374,217.89	501,424.00	502,829.80	414,229.26	28,182.05	88,600.54	82.38
301	SHERIFF	1,734,200.56	1,223,535.79	1,739,739.00	1,764,576.00	1,283,548.50	137,818.83	481,027.50	72.74
302	ORV ENFORCEMENT	17,428.35	16,555.47	20,065.00	20,065.00	11,627.82	1,903.18	8,437.18	57.95
325	CCE 911	431,290.58	323,478.10	439,528.00	439,528.00	323,071.50	0.00	116,456.50	73.50
331	MARINE SAFETY	101,426.60	64,386.50	109,868.00	110,281.00	66,569.60	7,890.89	43,711.40	60.36
332	SNO-MOBILE SAFETY *	9,367.32	9,367.32	9,670.00	9,670.00	9,200.68	0.00	469.32	95.15
333	SHERIFF SECONDARY ROAD PATROL	74,877.79	52,863.40	78,883.00	79,498.00	54,863.43	6,121.79	24,634.57	69.01
334	STONEGARDEN GRANT	40,191.74	29,174.55	40,276.00	29,258.81	26,199.31	2,412.85	3,059.50	89.54
335	SHERIFF - LOCAL GRANTS	6,942.55	5,985.09	10,091.00	10,162.00	6,861.86	1,110.48	3,300.14	67.52
337	SHERIFF-FEDERAL GRANTS	12,391.43	9,486.43	11,477.00	8,572.00	8,002.57	2,304.38	569.43	93.36
338	CANINE UNIT	6,122.64	4,721.48	10,000.00	24,500.00	17,165.16	0.00	7,334.84	70.06
351	CORRECTIONS/COMMUNICATIONS	1,531,927.82	1,049,294.23	1,529,452.00	1,533,461.00	1,076,758.17	118,418.44	456,702.83	70.22
412	PLANNING/ZONING DEPT	317,751.50	239,190.06	364,098.00	357,829.08	147,815.71	16,829.98	210,013.37	41.31

PERIOD ENDING 09/30/2018

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

GL NUMBER	DESCRIPTION	END BALANCE 12/31/2017	YTD BALANCE 09/30/2017	2018		YTD BALANCE 09/30/2018	ACTIVITY FOR MONTH 09/30/18	AVAILABLE BALANCE	% BDGT USED
				ORIGINAL BUDGET	2018 AMENDED BUDGET				
Fund 101 - GENERAL COUNTY									
Expenditures									
423	HOMELAND SECURITY EXERCISE GRA	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
426	TRI-COUNTY EMERGENCY MANAGEMEN	82,007.89	50,828.28	78,285.00	78,285.00	36,791.83	15,780.22	41,493.17	47.00
428	L.E.P.C. DEPT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
430	ANIMAL SHELTER/DOG WARDEN	180,480.89	142,428.83	157,709.00	157,709.00	135,221.71	4,007.55	22,487.29	85.74
441	DEPARTMENT OF PUBLIC WORKS	203.33	203.33	340.00	340.00	253.96	0.00	86.04	74.69
600	HEALTH DEPARTMENTS	338,149.00	253,611.75	343,157.00	343,157.00	257,367.75	0.00	85,789.25	75.00
605	C/D - HEALTH DEPARTMENT	0.00	0.00	500.00	500.00	0.00	0.00	500.00	0.00
648	MEDICAL EXAMINER	11,888.38	9,187.06	19,508.00	19,518.00	10,265.64	2,735.44	9,252.36	52.60
651	AMBULANCE	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
682	VETERANS	113,425.40	80,714.63	125,568.00	128,091.85	82,377.27	8,425.89	45,714.58	64.31
691	CHEBOYGAN COUNTY HOUSING	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
700	CASH CONTROL	0.00	0.00	229,128.00	235,274.00	0.00	0.00	235,274.00	0.00
731	COUNTY MSU EXTENSION OFFICE	131,648.98	114,553.11	134,862.00	134,901.00	99,644.12	5,164.06	35,256.88	73.86
751	FAIR GROUNDS / EVENTS	36,794.68	29,872.86	56,012.00	56,058.00	43,758.19	1,975.32	12,299.81	78.06
753	VETERAN'S PARK	0.00	0.00	7,000.00	7,000.00	975.00	0.00	6,025.00	13.93
784	SOIL CONSERVATION	13,231.66	9,823.60	13,720.00	13,720.00	9,866.41	1.34	3,853.59	71.91
802	PLAT BOARD	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	112,500.00	112,500.00	80,000.00	0.00	32,500.00	71.11
902	APPRO/TRANSFERS TO OTHER FUNDS	1,134,259.95	511,173.58	4,230,471.00	4,231,805.07	474,371.84	97,439.64	3,757,433.23	11.21
941	GENERAL CONTINGENCY	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
954	INSURANCES	172,528.11	170,488.11	197,400.00	197,400.00	177,144.64	31,666.79	20,255.36	89.74
TOTAL EXPENDITURES		11,611,492.78	8,049,370.32	15,745,453.00	15,770,757.29	8,293,096.42	880,353.82	7,477,660.87	52.59
Fund 101 - GENERAL COUNTY:									
TOTAL REVENUES		11,877,099.56	5,322,947.63	15,745,453.00	15,770,757.29	6,703,308.14	2,202,066.86	9,067,449.15	42.50
TOTAL EXPENDITURES		11,611,492.78	8,049,370.32	15,745,453.00	15,770,757.29	8,293,096.42	880,353.82	7,477,660.87	52.59
NET OF REVENUES & EXPENDITURES		265,606.78	(2,726,422.69)	0.00	0.00	(1,589,788.28)	1,321,713.04	1,589,788.28	100.00

FROM 09/01/2018 TO 09/30/2018

FUND: ALL FUNDS

CASH AND INVESTMENT ACCOUNTS

Fund	Description	Beginning Balance 09/01/2018	Total Debits	Total Credits	Ending Balance 09/30/2018
101	GENERAL COUNTY	5,325,760.08	2,516,744.82	1,210,662.55	6,631,842.35
102	FAMILY COUNSELING FUND	31,338.32	240.00	0.00	31,578.32
105	TERMINATION LIABILITY FUND	34,784.97	0.00	0.00	34,784.97
107	P A 302 TRAINING FUND	7,062.09	0.00	0.00	7,062.09
108	PUBLIC ACT 106 FUND	0.00	0.00	0.00	0.00
111	PROBATION ENHANCEMENT FUND	11,030.43	70.00	374.03	10,726.40
112	VICTIM'S RESTITUTION FUND	864.99	0.00	0.00	864.99
114	COUNTY REMONUMENTATION GRANT FUND	23,978.23	0.00	0.00	23,978.23
201	COUNTY ROAD	2,789,903.13	523,241.71	1,595,603.41	1,717,541.43
210	JAWS OF LIFE FUND	0.00	0.00	0.00	0.00
211	COMMUNITY PROJECTS	4,865.59	0.00	0.00	4,865.59
214	SANE/SPECIAL PROSECUTION UNIT	0.00	0.00	0.00	0.00
215	FRIEND OF THE COURT-FAMILY COURT FUND	(63,764.87)	97,942.54	92,931.30	(58,753.63)
217	AMBULANCE MILLAGE	111,916.15	0.00	28,764.17	83,151.98
218	TOWNSHIP ROAD LOAN PRG	(178,024.93)	0.00	0.00	(178,024.93)
220	DORIS REID BUILDING	123,657.93	6,601.92	4,329.05	125,930.80
226	RECYCLING	320,721.32	4,642.93	74,460.29	250,903.96
230	CELLULAR PHONE FLOW THROUGH	0.00	0.00	0.00	0.00
231	CCE 911 4% PHONE SURCHARGE	23,394.90	706.94	23,701.95	399.89
234	DNR FOREST FLOW THROUGH	0.00	0.00	0.00	0.00
245	PUBLIC IMPROVEMENT	6,041.36	0.00	0.00	6,041.36
249	BUILDING DEPARTMENT FUND	23,035.67	50,686.39	38,998.93	34,723.13
256	REGISTER OF DEEDS AUTOMATION	402,072.05	3,070.81	1,106.98	404,035.88
258	DISASTER CONTINGENCY FUND	10,000.00	0.00	0.00	10,000.00
260	SHERIFF'S WORK CREW PROGRAM	(7,881.50)	2,095.70	3,827.72	(9,613.52)
262	SHERIFF SPECIAL PROJECTS FUND	1,671.47	0.00	525.66	1,145.81
263	CONCEALED PISTOL LICENSING	42,078.13	1,253.02	0.00	43,331.15
264	LOCAL CORR OFFICER TRAIN FUND	22,910.38	0.00	324.13	22,586.25
266	D.A.R.E.	2,148.71	0.00	0.00	2,148.71
267	DRUG COURT - ADULT - CIRCUIT	17,966.50	6,348.31	11,891.28	12,423.53
268	SOBRIETY COURT	14,641.79	425.00	150.00	14,916.79
269	COUNTY LAW LIBRARY	2,169.68	0.00	1,246.13	923.55
270	VETERANS ASSISTANCE FUND	22,104.99	0.00	0.00	22,104.99
273	ORV FUND	1,762.50	0.00	0.00	1,762.50
276	SAYPA PROGRAM	60,285.94	1,454.92	4,530.44	57,210.42
277	SENIOR CITIZEN MILLAGE	436,223.79	0.00	51,738.84	384,484.95
281	CHEBOYGAN COUNTY HOUSING COMM-ESCROW	34,802.93	248.85	0.00	35,051.78
283	CHEBOYGAN COUNTY HOUSING GRANT	211,288.19	477.70	439.71	211,326.18
286	REVENUE SHARING RESERVE FUND	0.00	0.00	0.00	0.00
289	CHEB SOC SER - COUNTY FUNDS	0.00	0.00	0.00	0.00
292	CHILD CARE - FAMILY COURT	105,129.08	95,968.39	74,637.90	126,459.57
293	SOLDIERS RELIEF	0.00	0.00	0.00	0.00
294	VETERANS TRUST	0.00	0.00	0.00	0.00
297	SENIOR CITIZENS/BUSING FUND	0.00	6,250.00	6,250.00	0.00
299	DAV VAN	600.00	0.00	0.00	600.00
351	INVERNESS SEWER PROJECT	156,556.87	0.46	151,193.75	5,363.58
352	CTY ROAD CONST PROJECT DEBT SERVICE	301,625.51	18,025.52	0.00	319,651.03
401	CRT HOUSE PRESERVATION FUND	(760,557.01)	10.00	365,078.60	(1,125,625.61)
418	D.H.S. BUILDING FUND	36,562.92	1,566.66	8,421.00	29,708.58
422	DORIS REID BUILDING CAPITAL PROJECT FUND	(103,527.95)	0.00	0.00	(103,527.95)
430	ANIMAL CONTROL CAPTIAL PROJECT FUND	(39,873.07)	0.00	1,927.88	(41,800.95)
450	CCE 911 DEVELOPMENT & CAPITAL FUND	361,177.96	0.00	0.00	361,177.96
509	COUNTY MARINA	167,440.42	62,854.46	36,847.26	193,447.62
516	100% TAX PAYMENT FUND	7,646,724.60	274,214.89	11,101.00	7,909,838.49
517	TAX FORCLOSURE FUND	346,322.78	211,253.07	4,008.98	553,566.87
561	COUNTY FAIR	74,635.96	9,711.66	42,713.41	41,634.21
588	STRAITS REGIONAL RIDE	102,398.32	106,751.70	150,072.27	59,077.75

CASH SUMMARY BY FUND FOR CHEBOYGAN COUNTY
FROM 09/01/2018 TO 09/30/2018
FUND: ALL FUNDS
CASH AND INVESTMENT ACCOUNTS

Fund	Description	Beginning Balance 09/01/2018	Total Debits	Total Credits	Ending Balance 09/30/2018
595	JAIL COMMISSARY FUND	50,457.08	0.00	18,432.34	32,024.74
701	T & A ACCOUNT	2,673,478.06	8,841,200.32	5,417,846.85	6,096,831.53
706	FRIEND OF THE COURT	200.00	0.00	0.00	200.00
721	LIBRARY	113,040.75	11,825.30	30.00	124,836.05
760	DISTRICT COURT	12,090.82	21,956.60	0.00	34,047.42
764	INMATE TRUST FUND	11,474.65	51,789.26	60,339.33	2,924.58
802	REVOLVING DRAIN FUND	100.00	0.00	0.00	100.00
	TOTAL - ALL FUNDS	21,126,868.66	12,929,629.85	9,494,507.14	24,561,991.37

**QUARTERLY FUND BALANCE REPORT FOR CHEBOYGAN COUNTY
AS OF 9/30/2018
PREPARED BY DAWN WREGGLESWORTH - ACCOUNTANT
REVIEWED BY JAMES MANKO - FINANCE DIRECTOR**

Fund	Fund Name	Beginning Fund Balance Per Audited TB	Year-to-Date Revenues	Year-to-Date Expenditures	Year-to-Date Fund Balance	Net Change in Fund Balance
101	General County	\$8,389,997	\$6,703,308	\$8,293,096	\$6,800,209	(\$1,589,788)
102	Family Counseling	\$29,423	\$2,155	\$0	\$31,578	\$2,155
105	Termination Liability	\$53,976	\$0	\$19,192	\$34,784	(\$19,192)
107	PA 302 Training	\$8,836	\$1,665	\$3,439	\$7,062	(\$1,774)
108	Public Act 106	\$0	\$75,238	\$75,238	\$0	\$0
111	Probation Enhancement	\$12,095	\$538	\$1,906	\$10,726	(\$1,369)
112	Victim's Restitution	\$539	\$326	\$0	\$865	\$326
114	Remonumentation Grant	\$22,709	\$23,994	\$22,725	\$23,978	\$1,269
201	County Road	\$1,439,478	\$7,717,812	\$7,439,749	\$1,717,541	\$278,063
211	Community Projects	\$4,865	\$0	\$0	\$4,865	\$0
215	Friend of the Court	\$0	\$368,937	\$368,937	\$0	\$0
217	Ambulance Millage	\$0	\$342,030	\$258,878	\$83,152	\$83,152
218	Township Road Loan	\$0	\$3,500	\$0	\$3,500	\$3,500
220	Doris Reid Building	\$82,986	\$63,919	\$20,188	\$126,717	\$43,731
226	Recycling	\$188,029	\$303,717	\$235,575	\$256,172	\$68,143
230	Cellular Phone Flow Through	\$0	\$115,655	\$115,655	\$0	\$0
231	CCE 911 4% Phone Surcharge	\$0	\$122,680	\$122,280	\$400	\$400
234	DNR Forest Flow Through	\$0	\$4,398	\$4,398	\$0	\$0
245	Public Improvement	\$6,041	\$0	\$0	\$6,041	\$0
249	Building Department Fund	\$0	\$317,185	\$282,462	\$34,723	\$34,723
256	Register of Deeds Automation	\$386,823	\$25,676	\$8,464	\$404,035	\$17,212
258	Disaster Contingency	\$10,000	\$0	\$0	\$10,000	\$0
260	Sheriff Work Crew Program	\$0	\$9,585	\$18,669	(\$9,084)	(\$9,084)
262	Sheriff Special Projects	\$1,672	\$0	\$526	\$1,146	(\$526)
263	Concealed Pistol Licensing	\$29,822	\$13,509	\$0	\$43,331	\$13,509
264	Local Corrections Officer Training	\$23,014	\$5,669	\$6,097	\$22,586	(\$428)
266	D.A.R.E	\$2,609	\$0	\$460	\$2,149	(\$460)
267	Drug Court	\$24,990	\$90,219	\$83,665	\$31,544	\$6,554
268	Sobriety Court	\$13,435	\$5,750	\$4,268	\$14,917	\$1,482
269	Law Library	\$0	\$10,843	\$9,919	\$924	\$924
270	Veterans Assistance	\$21,927	\$841	\$663	\$22,105	\$178
273	ORV (Formerly Fund 263)	\$1,763	\$0	\$0	\$1,763	\$0
276	SAYPA	\$1,729	\$108,497	\$43,656	\$66,570	\$64,841

**QUARTERLY FUND BALANCE REPORT FOR CHEBOYGAN COUNTY
AS OF 9/30/2018
PREPARED BY DAWN WREGGLESWORTH - ACCOUNTANT
REVIEWED BY JAMES MANKO - FINANCE DIRECTOR**

Fund	Fund Name	Beginning Fund Balance Per Audited TB	Year-to-Date Revenues	Year-to-Date Expenditures	Year-to-Date Fund Balance	Net Change in Fund Balance
277	Senior Citizen Millage	\$181,789	\$678,127	\$475,432	\$384,484	\$202,695
281	Housing Escrow	\$33,957	\$1,171	\$75	\$35,053	\$1,096
283	Housing Grant	\$168,418	\$22,666	\$4,276	\$186,809	\$18,391
289	Cheboygan Social Services	\$0	\$916	\$916	\$0	\$0
292	Child Care Welfare/Probate	\$70,236	\$846,146	\$838,301	\$78,081	\$7,845
293	Soldier's Relief	\$0	\$917	\$917	\$0	\$0
294	Veterans Trust	\$284	\$0	\$284	\$0	(\$284)
297	Senior Citizens/Busing	\$0	\$18,750	\$18,750	\$0	\$0
299	DAV Van	\$600	\$0	\$0	\$600	\$0
351	Inverness Sewer Project	\$5,360	\$207,391	\$207,388	\$5,364	\$4
352	County Road Debt Service	\$362,635	\$162,186	\$187,170	\$337,651	(\$24,984)
401	Court House Preservation	\$0	\$50	\$1,125,676	(\$1,125,626)	(\$1,125,626)
418	DHS Building Fund	\$24,030	\$14,100	\$8,421	\$29,709	\$5,679
422	Doris Reid Building Capital Project	\$0	\$0	\$103,528	(\$103,528)	(\$103,528)
430	Animal Control Capital Project	\$0	\$35,000	\$76,801	(\$41,801)	(\$41,801)
450	CCE 911 Development	\$361,178	\$14,800	\$14,800	\$361,178	\$0
509	County Marina	\$1,343,466	\$420,397	\$420,313	\$1,343,550	\$84
516	100% Tax Payment Fund	\$9,431,004	\$347,450	\$0	\$9,778,454	\$347,450
517	Tax Foreclosure Fund	\$624,990	\$290,218	\$321,017	\$594,190	(\$30,800)
561	County Fair	\$0	\$154,369	\$112,735	\$41,634	\$41,634
588	Straits Regional Ride	\$18,857	\$902,063	\$695,907	\$225,013	\$206,156
595	Jail Commissary Fund	\$32,252	\$96,902	\$97,129	\$32,025	(\$227)
802	Revolving Drain Fund	\$100	\$0	\$0	\$100	\$0
TOTALS		\$23,415,914	\$20,651,264	\$22,149,937	\$21,917,241	(\$1,498,673)

- A Funded by an annual year end appropriation - fund balance will be positive at year end.
- Z Pass through account or reimbursement grant - fund should have a zero (\$0) fund balance.
- R As recorded on the books of the County.
This entity does their own record keeping and trial balances are combined at year end for audit purposes.
- F Funded on an as needed basis - fund should have a zero (\$0) fund balance at the end of the year.
- * Pass through account - disbursement to be made prior to year end - fund balance will be \$0.

Cheboygan County
Summary of Expenses by Category
Prepared as of 9/30/18
Prepared by Dawn Wregglesworth - Accountant
Reviewed by James Manko - Finance Director

Activity	Description	2017 AMENDED BUDGET	2017 ACTIVITY THRU 9/30/17	2018 AMENDED BUDGET	2018 ACTIVITY THRU 9/30/18	% Change From 2017 YTD Budget to 2018 YTD Budget	% Change From 2017 YTD Activity to 2018 YTD Activity	2017 % of Total Activity	2018 % of Total Activity
700 Total	Uncategorized	8,818	0	237,946	0	2598.41%	0.00%		
	Subtotal Uncategorized	8,818	0	237,946	0	2598.41%	0.00%	0.00%	0.00%
703 Total	Wages	1,138,024	821,906	1,146,411	813,627	0.74%	-1.01%		
704 Total	Wages	71,033	49,239	64,476	57,673	-9.23%	17.13%		
705 Total	Wages	0	0	0	0	0.00%	0.00%		
718 Total	Wages	3,679,981	2,640,602	3,785,268	2,708,223	2.86%	2.56%		
719 Total	Wages	22,707	30,851	63,631	30,737	180.23%	-0.37%		
720 Total	Wages	22,586	22,593	23,288	19,405	3.11%	-14.11%		
724 Total	Wages	20,500	8,407	16,354	9,164	-20.22%	9.00%		
	Subtotal Wages	4,954,831	3,573,597	5,099,428	3,638,830	2.92%	1.83%	44.40%	43.88%
706 Total	Per Diem	65,360	35,637	65,760	36,219	0.61%	1.63%		
	Subtotal Per Diem	65,360	35,637	65,760	36,219	0.61%	1.63%	0.44%	0.44%
710 Total	Health Insurance	0	0	0	0	0.00%	0.00%		
711 Total	Retirement Expense	0	0	0	0	0.00%	0.00%		
712 Total	Fringe Benefits	2,387,497	1,713,638	2,591,669	1,816,862	8.55%	6.02%		
715 Total	Opt Out	0	0	0	0	0.00%	0.00%		
716 Total	Longevity	0	0	0	0	0.00%	0.00%		
717 Total	Cleaning Allowance	18,050	18,050	17,600	17,700	-2.49%	-1.94%		
	Subtotal Fringe Benefits	2,405,547	1,731,688	2,609,269	1,834,562	8.47%	5.94%	21.51%	22.12%
722 Total	Year-end Salary Adjustments (Accruals)	0	(134,421)	0	(147,113)	0.00%	9.44%		
	Subtotal Year-end Salary Adjustments	0	(134,421)	0	(147,113)	0.00%	9.44%	-1.67%	-1.77%
727 Total	Office Supplies	82,224	38,045	78,842	51,540	-4.11%	35.47%		
728 Total	Printed Matter	233	0	1,079	0	363.09%	0.00%		
730 Total	Postage	70,399	46,562	71,144	45,767	1.06%	-1.71%		
740 Total	Inmate Meals	256,000	186,694	256,000	178,873	0.00%	-4.19%		
744 Total	Other Supplies	27,933	12,533	22,413	8,163	-19.76%	-34.86%		
746 Total	Uniform Expense	10,432	6,282	8,456	4,978	-18.94%	-20.75%		
747 Total	Oil/Gas/Repairs	82,120	40,407	79,356	48,416	-3.37%	19.82%		
748 Total	Periodicals	2,200	1,261	2,200	813	0.00%	-35.53%		
750 Total	Operating Supplies	430,762	323,072	439,378	323,072	2.00%	0.00%		
760 Total	Medical Supplies	60,700	34,751	51,000	29,879	-15.98%	-14.02%		
775 Total	Janitorial Supplies	26,900	17,548	24,553	15,510	-8.73%	-11.61%		
	Subtotal Supplies	1,049,903	707,154	1,034,420	707,012	-1.47%	-0.02%	8.79%	8.53%

Cheboygan County
Summary of Expenses by Category
Prepared as of 9/30/18
Prepared by Dawn Wregglesworth - Accountant
Reviewed by James Manko - Finance Director

Activity	Description	2017 AMENDED BUDGET	2017 ACTIVITY THRU 9/30/17	2018 AMENDED BUDGET	2018 ACTIVITY THRU 9/30/18	% Change From 2017 YTD Budget to 2018 YTD Budget	% Change From 2017 YTD Activity to 2018 YTD Activity	2017 % of Total Activity	2018 % of Total Activity
802 Total	Professional and Contractual Services - Health	5,565	928	5,899	1,277	6.00%	37.69%		
803 Total	Filing Fees	1,000	0	1,000	0	0.00%	0.00%		
804 Total	Transcripts	6,800	949	6,800	1,297	0.00%	36.76%		
805 Total	Jury Fees	23,400	6,181	23,400	3,285	0.00%	-46.85%		
806 Total	Witness Fees	14,300	(3,308)	14,300	197	0.00%	-105.95%		
809 Total	Appeals Fees	7,000	1,963	8,400	2,531	20.00%	0.00%		
810 Total	Professional/Contractual Services	305,779	188,795	276,007	189,322	-9.74%	0.28%		
811 Total	Professional and Contractual Services - Janitorial	8,000	6,602	9,000	7,615	12.50%	15.34%		
812 Total	Extraditions	1,351	895	2,000	731	48.09%	0.00%		
825 Total	Professional/Contractual Services - Legal	311,007	211,836	315,120	216,389	1.32%	2.15%		
827 Total	Memberships and Subscriptions	50,097	42,382	51,395	40,150	2.59%	-5.26%		
831 Total	Laundry	5,000	2,110	3,000	1,508	-40.00%	-28.53%		
	Subtotal Professional and Contractual Services	739,299	459,334	716,321	464,303	-3.11%	1.08%	5.71%	5.60%
833 Total	Veteran's Burial	13,500	8,720	13,500	6,695	0.00%	-23.22%		
	Subtotal Veteran's Burial	13,500	8,720	13,500	6,695	0.00%	-23.22%	0.11%	0.08%
835 Total	Health Services	380,444	282,628	389,871	290,736	2.48%	2.87%		
	Subtotal Health Services	380,444	282,628	389,871	290,736	2.48%	2.87%	3.51%	3.51%
837 Total	Other Welfare Services	111,995	83,996	111,995	83,996	0.00%	0.00%		
	Subtotal Other Welfare Services	111,995	83,996	111,995	83,996	0.00%	0.00%	1.04%	1.01%
846 Total	Uniform Expense	2,150	1,637	2,150	1,304	0.00%	-20.36%		
	Subtotal Uniforms	2,150	1,637	2,150	1,304	0.00%	-20.36%	0.02%	0.02%
852 Total	Utilities - Telephone	39,530	24,035	39,679	26,651	0.38%	10.88%		
	Subtotal Communications (Utilities)	39,530	24,035	39,679	26,651	0.38%	10.88%	0.30%	0.32%
863 Total	Travel/Lodging/Meals	63,571	34,836	67,978	32,327	6.93%	-7.20%		
864 Total	Tuition	1,500	395	1,500	237	0.00%	0.00%		
957 Total	Training/Education	26,410	9,501	41,306	14,216	56.40%	49.63%		
	Subtotal Travel/Training	91,481	44,732	110,784	46,780	21.10%	4.58%	0.56%	0.56%
872 Total	Licensing Fees	0	0	0	0	0.00%	0.00%		
	Subtotal Licensing Fees	0	0	0	0	0.00%	0.00%	0.00%	0.00%
900 Total	Advertising	11,150	7,128	12,303	8,640	10.34%	21.21%		
	Subtotal Printing and Publishing	11,150	7,128	12,303	8,640	10.34%	21.21%	0.09%	0.10%
910 Total	Insurance	190,150	170,488	197,400	177,145	3.81%	3.90%		
	Subtotal Insurance	190,150	170,488	197,400	177,145	3.81%	3.90%	2.12%	2.14%
920 Total	Utilities	123,000	89,044	120,000	100,332	-2.44%	12.68%		
	Subtotal Utilities	123,000	89,044	120,000	100,332	-2.44%	12.68%	1.11%	1.21%

Cheboygan County
Summary of Expenses by Category
Prepared as of 9/30/18
Prepared by Dawn Wregglesworth - Accountant
Reviewed by James Manko - Finance Director

Activity	Description	2017 AMENDED BUDGET	2017 ACTIVITY THRU 9/30/17	2018 AMENDED BUDGET	2018 ACTIVITY THRU 9/30/18	% Change From 2017 YTD Budget to 2018 YTD Budget	% Change From 2017 YTD Activity to 2018 YTD Activity	2017 % of Total Activity	2018 % of Total Activity
930 Total	Repairs and Maintenance	60,600	26,245	46,702	12,468	-22.93%	-52.49%		
934 Total	Repairs and Maintenance	40,649	29,735	43,448	28,588	6.88%	-3.86%		
935 Total	Repairs and Maintenance	3,000	0	3,000	137	0.00%	0.00%		
936 Total	Repairs and Maintenance	33,000	20,577	28,000	28,137	-15.15%	36.74%		
937 Total	Equipment Maintenance	20,577	11,704	20,500	15,558	-0.37%	32.93%		
	Subtotal Repairs	157,826	88,260	141,650	84,888	-10.25%	-3.82%	1.10%	1.02%
949 Total	Rental Expense	10,566	8,190	10,566	6,630	0.00%	-19.05%		
950 Total	Equipment	33,071	14,268	53,997	33,880	63.27%	137.46%		
	Subtotal Rental	43,637	22,458	64,563	40,510	47.95%	80.38%	0.28%	0.49%
955 Total	Carried Forward Fund Equity	6,151	0	6,146	0	-0.08%	0.00%		
	Subtotal Carried Forward Fund Equity	6,151	0	6,146	0	-0.08%	0.00%	0.00%	0.00%
958 Total	Miscellaneous Expenses/Fees	10,011	9,225	10,815	7,593	8.03%	-17.69%		
959 Total	Miscellaneous Expenses/Fees	0	0	8,532	11,643	0.00%	0.00%		
960 Total	Miscellaneous Expenses/Other Services	51,600	37,324	46,460	31,989	-9.96%	-14.29%		
	Subtotal Miscellaneous Expense	61,611	46,549	65,807	51,224	6.81%	10.04%	0.58%	0.62%
903 Total	Appropriations	86,575	80,000	112,500	80,000	29.95%	0.00%		
904 Total	Appropriations	7,138	0	7,306	0	2.35%	0.00%		
961 Total	Appropriations	133,287	37,275	130,104	41,564	-2.39%	11.51%		
963 Total	Appropriations	80,000	0	20,000	0	-75.00%	0.00%		
964 Total	Appropriations	115,300	48,231	88,240	40,452	-23.47%	-16.13%		
965 Total	Appropriations	718,521	416,767	648,630	385,012	-9.73%	-7.62%		
966 Total	Appropriations	30,427	9,835	35,000	5,353	15.03%	-45.57%		
	Subtotal Appropriations	1,171,248	592,109	1,041,780	552,382	-11.05%	-6.71%	7.36%	6.66%
969 Total	Contingency	162,331	0	5,000	0	-96.92%	0.00%		
	Subtotal Contingency	162,331	0	5,000	0	-96.92%	0.00%	0.00%	0.00%
970 Total	Capital Outlay/Equipment	169,830	114,212	127,962	130,835	-24.65%	14.55%		
975 Total	Maintenance/Equipment/Miscellaneous	12,000	5,455	12,000	6,607	0.00%	21.11%		
977 Total	Office Equipment/Furniture/Computers	184,476	94,928	217,200	150,560	17.74%	58.60%		
	Subtotal Capital Outlay	366,306	214,596	357,162	288,002	-2.50%	34.21%	2.67%	3.47%
999 Total	Transfer Out	21,567	0	3,327,825	0	15330.17%	0.00%		
	Subtotal Transfer Out	21,567	0	3,327,825	0	15330.17%	0.00%	0.00%	0.00%
Grand Total		12,177,834	8,049,370	15,770,757	8,293,096	29.50%	3.03%	100.00%	100.00%

Cheboygan County
Summary of Expenses by Category
Prepared as of 9/30/18
Prepared by Dawn Wregglesworth - Accountant
Reviewed by James Manko - Finance Director

Activity	Description	2017 AMENDED BUDGET	2017 ACTIVITY THRU 9/30/17	2018 AMENDED BUDGET	2018 ACTIVITY THRU 9/30/18	% Change From 2017 YTD Budget to 2018 YTD Budget	% Change From 2017 YTD Activity to 2018 YTD Activity	2017 % of Total Activity	2018 % of Total Activity
Fringe Benefit Detail									
	Health Insurance		686,907		727,332		5.89%		
	MERS and Administrator's Retirement		557,539		610,934		9.58%		
	Longevity		15,485		15,720		1.52%		
	Opt-out		34,077		40,372		18.47%		
	FICA, Worker's Comp, MESC, LTD, Life Insurance, Deferred Comp Match		437,680		440,205		0.58%		
712 Total	Fringe Benefits	2,405,547	1,731,688	2,609,269	1,834,562	8.47%	5.94%		

Wage and Fringe	7,425,738	5,206,502	7,774,456	5,362,497	4.70%	3.00%	64.68%	64.66%
Supplies	1,049,903	707,154	1,034,420	707,012	-1.47%	-0.02%	8.79%	8.53%
Prof/Con Services	739,299	459,334	716,321	464,303	-3.11%	1.08%	5.71%	5.60%
Appropriations and Transfers Out	1,192,815	592,109	4,369,605	552,382	266.33%	-6.71%	7.36%	6.66%
Total Highlighted Categories	10,407,754	6,965,099	13,894,803	7,086,193	33.50%	1.74%	86.53%	85.45%
Remaining Categories	1,770,080	1,084,272	1,875,955	1,206,903	5.98%	11.31%	13.47%	14.55%
Grand Total	12,177,834	8,049,370	15,770,757	8,293,096	29.50%	3.03%	100.00%	100.00%

ADMINISTRATOR'S REPORT

11-13-18

PROBATE COURT

BUDGET REQUEST:

As part of the budget process departments provide a requested budget for administrator consideration. When a department requests a substantive change in their request as compared to the previous year, a meeting is held with the elected official to discuss the request. When the administrator does not provide a recommendation to approve the requested budget, the elected official may request to appear in front of the Board of Commissioners to present their request.

Judge Butts has requested to increase probate staff hours for eight employees from 35 hours a week to 37.5 per week. The proposed request would result in an estimated wage and benefit increase of \$22,176. The General Fund portion would be \$16,047 and the Childcare Fund portion would be \$6,129. The court requested an increase to 40 hours per week last year which was denied. Primarily when employee hours have been increased in the past, this has been done as part of a restructuring process or by securing additional funding. The majority of reorganizations were cost neutral to the County and in some cases resulted in a reduction of wage and benefit cost to the County. I do realize that there will be changes in Probate Court due to staffing changes that will need to be analyzed in 2019.

Judge Butts will present his request for additional hours to the Board at the November 13, 2018 meeting. The Board is scheduled to adopt the Salary and Wage Resolution at the November 27, 2018 Board Meeting which sets position hours and pay rates. The Public Hearing for the budget is scheduled to occur at the December 13, 2018 meeting with Board adoption occurring at the same meeting.

JAIL PROJECT:

Internal work continues in the kitchen and dorm areas. Floor tiling in the kitchen is near completion. Work continues in the dorm areas with fixture installation near completion. Coordination has started with the door security and camera system contractor to complete system installation.

The storage building contractor will be meeting with staff to develop a final punch list for the project. We are still waiting on DTE and Consumers to complete their service installations. Base coat paving has been completed. Due to weather conditions the top coat of the asphalt will be placed next May. This will pose some plowing challenges for the maintenance crew this winter.

SOLID WASTE PLAN: NEMCOG has made contact with the DEQ concerning beginning the amendment process. NEMCOG will complete their proposal for services by December. Once received, the agreement with NEMCOG will be reviewed and signed by staff and the County's notice of intent to prepare an amendment to the solid waste plan will be submitted to the State.

CCE 911 RADIO PROJECT: The CCE Director will be meeting with the County Administrators to review the project time line and funding coordination.



Cheboygan County Board of Commissioners' Meeting

November 13, 2018

Title: Amended Millage Rate Resolution, Amended County Apportionment Report, Amended Tax Resolution

Summary: There are three steps needed to take place for the collection of taxes. The Board needs to adopt the amended resolution for the millage rate that will be levied for 2018, adopt the amended apportionment report, and adopt the amended tax resolution. Every year the Board is required to direct the spread of taxes in terms of millage rates. The County apportionment report shows all the information in a columnar format. This report contains all the tax rates by all taxing authorities within Cheboygan County.

Financial Impact: None

Recommendation: Motion to amend Resolution 18-14, motion to adopt the Amended Apportionment Report as presented, motion to amend Resolution 18-15 and authorize the Chair to sign. (This should be three separate actions by the Board.)

Prepared by: Elizabeth Zabik

Department: Equalization

**Amended
Resolution 18-14
2018 MILLAGE RATE RESOLUTION**

WHEREAS, Cheboygan County has the authority to levy its own maximum allowable millage rate of 8.0277 mills distributed as follows: 5.7284 mills for General County Operations, 0.5000 mills for Senior Citizens Operations, 0.2993 for Ambulance, 1.0000 mills for Roads, and 0.5000 mills for CCE 911; and,

WHEREAS, it has been determined that to maintain basic county services, it will be necessary to levy the rate of 7.9784 mills; and,

WHEREAS, notice of the public hearing was given, and a public hearing was held at the Budget & "Truth in Taxation" Public Hearing Increasing Property taxes, and approved as Resolution 18-08:

NOW THEREFORE BE IT RESOLVED, that the County of Cheboygan shall levy the millage of 7.9784 for 2018.

Motion by Commissioner _____ seconded by Commissioner _____, to adopt the 2018 County Millage Rate Resolution authorizing the levy of the rate of 7.9784 mills distributed as follows: 5.7284 mills for General County Operations, .5000 mills for Senior Citizens Operations, 0.2500 for Ambulance, 1.0000 mills for Roads, and 0.5000 mills for CCE 911 and authorize Chairperson to sign. A roll call vote was taken.

_____ Ayes _____ Nays _____ Absent

John B. Wallace, Chairperson
Cheboygan County Board of Commissioners

I, Karen Brewster, Clerk of Cheboygan County and of the Cheboygan County Board of Commissioners, do hereby certify that the foregoing is a true and correct copy of the resolution adopted by the Board at the annual meeting on November 13th 2018.

In Witness Whereof, I have hereunto set my hand and affixed the Seal of the County of Cheboygan on the 13th day of November, 2018 at Cheboygan, Michigan.

Karen Brewster
Cheboygan County Clerk/Register

2018 CHEBOYGAN COUNTY AMENDED APPORTIONMENT REPORT

Public School by Assessing Unit	Taxable Value	State Ed Tax	Local School		ISD	Township / City	Library	County					Non-Residence Millage Total	Principle Residence Millage Total
			Non-Res	Residence				Alloc.	Sr. Cit.	Ambu	Road	CCE 911		
Aloha Township Cheboygan 16015	60,159,099	6.0000	18.0000	2.8075	1.7476	2.9410	1.5349	5.7284	0.5000	0.2500	1.0000	0.5000	41.0094	23.0094
Beaugrand Township Cheboygan 16015	44,823,453	6.0000	18.0000	2.8075	1.7476	1.9842	1.5349	5.7284	0.5000	0.2500	1.0000	0.5000	40.0526	22.0526
Benton Township Cheboygan 16015	147,884,296	6.0000	18.0000	2.8075	1.7476	0.9972	1.5349	5.7284	0.5000	0.2500	1.0000	0.5000	39.0656	21.0656
Burt Township Pellston 24040	135,977,643	6.0000	18.0000	3.3740	3.7689	2.4950		5.7284	0.5000	0.2500	1.0000	0.5000	41.6163	23.6163
Ellis Township Inland Lakes 16050 Wolverine 16100	33,238,766 12,260,495 20,978,271	6.0000 6.0000	18.0000 18.0000	2.6500 1.5999	1.7476 1.7476	2.9739 2.9739		5.7284 5.7284	0.5000 0.5000	0.2500 0.2500	1.0000 1.0000	0.5000 0.5000	39.3499 38.2998	21.3499 20.2998
Forest Township Onaway 71050	30,259,664	6.0000	18.0000	2.1000	1.7476	1.9981		5.7284	0.5000	0.2500	1.0000	0.5000	37.8241	19.8241
Grant Township Cheboygan 16015	50,193,294	6.0000	18.0000	2.8075	1.7476	1.9667	1.5349	5.7284	0.5000	0.2500	1.0000	0.5000	40.0351	22.0351
Hebron Township Cheboygan 16015 Mackinaw 16070 Pellston 24040	15,065,355 5,282,821 3,316,086 6,466,448	6.0000 6.0000 6.0000	18.0000 17.7634 18.0000	2.8075 0.7500 3.3740	1.7476 1.7476 3.7689	1.9976 1.9976 1.9976	1.5349	5.7284 5.7284 5.7284	0.5000 0.5000 0.5000	0.2500 0.2500 0.2500	1.0000 1.0000 1.0000	0.5000 0.5000 0.5000	40.0660 36.2370 41.1189	22.0660 18.4736 23.1189
Inverness Township Cheboygan 16015	115,658,567	6.0000	18.0000	2.8075	1.7476	2.9490	1.5349	5.7284	0.5000	0.2500	1.0000	0.5000	41.0174	23.0174
Koehler Township Inland Lakes 16050	68,510,733	6.0000	18.0000	2.6500	1.7476	3.6575		5.7284	0.5000	0.2500	1.0000	0.5000	40.0335	22.0335
Mackinaw Township Mackinaw 16070 <i>Village of Mackinaw City</i>	86,731,735 <i>16.8242</i>	6.0000	17.7634	0.7500	1.7476	1.4935		5.7284	0.5000	0.2500	1.0000	0.5000	35.7329 52.5571	17.9695 34.7937
Mentor Township Inland Lakes 16050 Wolverine 16100	30,260,605 18,300,860 11,959,745	6.0000 6.0000	18.0000 18.0000	2.6500 1.5999	1.7476 1.7476	0.9937 0.9937	0.6189 0.6189	5.7284 5.7284	0.5000 0.5000	0.2500 0.2500	1.0000 1.0000	0.5000 0.5000	37.9886 36.9385	19.9886 18.9385
Mullett Township Cheboygan 16015 Inland Lakes 16050	117,107,959 30,280,441 86,827,518	6.0000 6.0000	18.0000 18.0000	2.8075 2.6500	1.7476 1.7476	3.4769 3.4769		5.7284 5.7284	0.5000 0.5000	0.2500 0.2500	1.0000 1.0000	0.5000 0.5000	40.0104 39.8529	22.0104 21.8529
Munro Township Cheboygan 16015 Pellston 24040	55,869,260 41,329,359 14,539,901	6.0000 6.0000	18.0000 18.0000	2.8075 3.3740	1.7476 3.7689	1.5377 1.5377	1.5349	5.7284 5.7284	0.5000 0.5000	0.2500 0.2500	1.0000 1.0000	0.5000 0.5000	39.6061 40.6590	21.6061 22.6590
Nunda Township Wolverine 16100 <i>Village of Wolverine</i>	44,202,913 <i>11.9288</i>	6.0000	18.0000	1.5999	1.7476	3.1200	0.6189	5.7284	0.5000	0.2500	1.0000	0.5000	39.0648 50.9936	21.0648 32.9936
Tuscarora Township Inland Lakes 16050	235,228,452	6.0000	18.0000	2.6500	1.7476	6.1178		5.7284	0.5000	0.2500	1.0000	0.5000	42.4938	24.4938
Walker Township Inland Lakes 16050	7,727,865	6.0000	18.0000	2.6500	1.7476	1.9940		5.7284	0.5000	0.2500	1.0000	0.5000	38.3700	20.3700
Waverly Township Onaway 71050	28,737,747	6.0000	18.0000	2.1000	1.7476	2.2500		5.7284	0.5000	0.2500	1.0000	0.5000	38.0760	20.0760
Wilmot Township Wolverine 16100 Vanderbilt 69040 <i>Village of Wolverine</i>	22,320,392 21,611,020 709,372 <i>11.9288</i>	6.0000 6.0000	18.0000 17.6562	1.5999 3.7346	1.7476 1.7476	3.4892 3.4892	0.6189 0.6189	5.7284 5.7284	0.5000 0.5000	0.2500 0.2500	1.0000 1.0000	0.5000 0.5000	39.4340 41.2249 51.3628	21.4340 23.5687 33.3628
City of Cheboygan Cheboygan 16015	105,288,018	6.0000	18.0000	2.8075	1.7476	19.7000	1.5349	5.7284	0.5000	0.2500	1.0000	0.5000	57.7684	39.7684

Summer School Collection

Winter School Collection

2018 CHEBOYGAN COUNTY AMENDED APPORTIONMENT REPORT

Township	Allocated	Extra Voted							TOTAL	SPECIAL ASSESSMENTS*		
		Operating	Fire	Roads	Library	Debt	Building/Parks	Total Voted		(Levied on Real Property only)		
										LIGHTS	POLICE	FIRE
Aloha	0.9878		0.9766	0.9766				1.9532	2.9410			
Beaugrand	0.9921		0.9921					0.9921	1.9842			
Benton	0.9972							0.0000	0.9972			
Burt	0.9980	0.4990	0.4990	0.4990				1.4970	2.4950			
Ellis	1.0000		0.9739	1.0000				1.9739	2.9739			
Forest	0.9981		1.0000					1.0000	1.9981			
Grant	0.9883		0.9784					0.9784	1.9667			
Hebron	0.9988		0.9988					0.9988	1.9976			
Inverness	0.9850		0.9790	0.9850				1.9640	2.9490			
Koehler	0.9975		0.6600	2.0000				2.6600	3.6575			
Mackinaw	0.9957		0.4978					0.4978	1.4935			
Mentor	0.9937							0.0000	0.9937			
Mullett	0.9934	0.9934	1.4901					2.4835	3.4769			
Munro	0.9922		0.5455					0.5455	1.5377			
Nunda	0.9867		0.9000	1.2333				2.1333	3.1200			
Tuscarora	0.9971				0.2951			0.2951	6.1178	0.0439	4.0500	0.7317
Walker	0.9970			0.9970				0.9970	1.9940			
Waverly	1.0000		1.2500					1.2500	2.2500			
Wilmot	0.9970			1.4922				1.4922	3.4892			1.0000

2018 CHEBOYGAN COUNTY AMENDED APPORTIONMENT REPORT

	Allocated Operating	Debt	Voted Sinking Fund	Voted Extra Operating	Voted Building & Site	Total Non Homes	Total Homestead
CHEBOYGAN AREA SCHOOLS (Summer Levy)	17.9478	2.2500	0.5575	0.0522		18.0000	2.8075
INLAND LAKES SCHOOLS	17.9982	2.6500		0.0018		18.0000	2.6500
WOLVERINE SCHOOLS	18.0000	0.9999	0.6000			18.0000	1.5999
MACKINAW CITY SCHOOLS (100% Summer Levy Mackinaw Township only)	17.7634				0.7500	17.7634	0.7500
PELLSTON SCHOOLS (Summer Levy)	17.9730	3.3740		0.0270		18.0000	3.3740
ONAWAY SCHOOLS	18.0000	2.1000				18.0000	2.1000
VANDERBILT SCHOOLS (Summer Levy)	17.6562	3.0000	0.7346			17.6562	3.7346
	Allocated	Charter Special Ed	Extra Voted Special Ed	Extra Voted Voc Ed		Total	
CHEBOYGAN OTSEGO PRESQUE ISLE INTERMEDIATE	0.2600	0.8458	0.6418			1.7476	
CHARLEVOIX-EMMET INTERMEDIATE	0.1989	0.6664	1.1536	0.7500	Ex Voted - Gen Op 1.0000	3.7689	
STATE EDUCATION TAX	6.0000					6.0000	
CHEBOYGAN AREA PUBLIC LIBRARY	1.0959	0.4390				1.5349	
WOLVERINE LIBRARY	0.6189					0.6189	
CHEBOYGAN COUNTY	5.7284	Sr. Citizen 0.5000	Ambulance 0.2500	Roads 1.0000	CCE 911 0.5000	7.9784	

2018 CHEBOYGAN COUNTY AMENDED APPORTIONMENT REPORT

CITY OF CHEBOYGAN	15.0000	Charter-Operating
	1.0000	Voted-Rural Development
	2.6000	Voted- Ref Bonds
	1.1000	Voted - G/O Bonds

TOTAL 19.7000

VILLAGE OF MACKINAW CITY	10.4647	Charter-General
	4.1857	Charter-Streets
	0.5000	Charter-Advertising
	0.8369	Charter-Cemetery
	0.8369	Voted-Library

TOTAL 16.8242

VILLAGE OF WOLVERINE	8.5215	Charter-General
	3.4073	Charter-Streets

TOTAL 11.9288

**Amended
Resolution 18-15
TAX RESOLUTION**

BE IT HEREBY RESOLVED, that there be raised by taxation and that the Cheboygan County Board of Commissioners are hereby authorized and directed to spread upon the several assessment rolls and tax rolls of the County: County Tax, Township Tax, School Tax and any special taxes in the amounts as adopted by the County Board of Commissioners in the 2018 Amended Apportionment Report. An amount of the above mentioned taxes not to exceed the schedule of millage as determined by the Apportionment Report adopted by the Cheboygan County Board of Commissioners at their annual meeting held on November 13th, 2018.

John B. Wallace, Chairperson
Cheboygan County Board of Commissioners

I, Karen Brewster, Clerk of Cheboygan County and of the Cheboygan County Board of Commissioners, do hereby certify that the foregoing is a true and correct copy of the resolution adopted by the Board at the annual meeting on November 13, 2018.

In Witness Whereof, I have hereunto set my hand and affixed the Seal of the County of Cheboygan on the 13th day of November, 2018 at Cheboygan, Michigan.

Karen Brewster
Cheboygan County Clerk/Register



Cheboygan County Board of Commissioners' Meeting

November 18, 2018

Title: Senior Millage Appropriation Agreements

Summary: Attached are the senior millage appropriation agreements with Cheboygan County Council on Aging, MSUE Project Fresh and Wawatam Area Senior Citizens Inc. A notice of appropriation must be published in the local newspaper within 10 days after the agreements are approved by the Board. The statute authorizing the appropriations for senior citizen services requires this publication.

Financial Impact: Cheboygan County Council on Aging - \$580,000, MSUE Project Fresh - \$8,000 and Wawatam Senior Citizens Inc. - \$59,892 respectively. To be funded by senior millage funds.

Recommendation:

1. Motion to approve the Senior Millage Appropriation Agreement for \$580,000 with Cheboygan County Council on Aging; the Senior Millage Appropriation Agreement for \$8,000 with MSUE Project Fresh and; the Senior Millage Appropriation Agreement for \$59,892 with Wawatam Area Senior Centers Inc. and authorize the Chairperson to sign agreements.

Prepared by: Jeffery B. Lawson

Department: Administrative Offices

AGREEMENT FOR SENIOR MILLAGE APPROPRIATION

THIS AGREEMENT is entered into to be effective December 1, 2018 between Cheboygan County, a Michigan political subdivision, whose address is 870 South Main Street, Cheboygan, Michigan 49721 (County) and Cheboygan County Council on Aging, a Michigan nonprofit corporation, whose address 1531 Sand Road, Cheboygan, Michigan 49721 (COA).

Recitals

- A. The electors of Cheboygan County previously approve an extra-voted millage proposal authorizing the County to levy up to .5 mill in the years 2018 through 2021, inclusive, for the purpose of providing funds for senior citizen services within Cheboygan County.
- B. Public Act 39 of the Public Acts of 1976, as amended, provides that it is a valid public purpose to provide services to older persons and authorizes a county to appropriate funds to private nonprofit corporations for the purposes of planning, coordinating, evaluating and providing services to older persons pursuant to a contract between the county and the nonprofit corporation.
- C. The COA is a nonprofit corporation under the laws of the State of Michigan for the purpose of providing services to senior citizens within Cheboygan County.
- D. The County desires to appropriate to COA a portion of the tax revenue collected as a result of the tax levy authorized above to be used by COA for the purpose of providing funds for the operation of the Cheboygan County Council on Aging programs.
- E. The parties, therefore, desire to formally establish the rights and duties of each in connection with the appropriation of the senior citizen millage by the County to the COA pursuant to this Agreement.

Agreement

Therefore, in consideration of the mutual promises contained in this Agreement, the parties hereby agree as follows:

- 1. The County shall during the term of this Agreement levy the millage approved by the county electors for senior citizen services in an amount to be determined by the Cheboygan County Board of Commissioners, up to the amount authorized by the electors, as may from time to time be rolled back pursuant to the Headlee Amendment.

2. The County shall during the term of this Agreement collect the above tax millage revenue and establish a fund known as the "Senior Citizen Millage Fund," and shall disperse revenue from that fund pursuant to state of Michigan guidelines.
3. The County shall during the term of this Agreement appropriate \$580,000 of the above tax millage revenue collected by the County as the result of the above millage levy to COA to be used solely for the purpose of the operation of the Cheboygan County Council on Aging programs. The appropriation shall be paid to COA in equal monthly installments, beginning in January, 2019 and ending in December, 2019.
4. All appropriations to be made under this Agreement shall be contingent on total senior millage availability, as determined by the County in the sole exercise of its discretion. In the event the total senior millage collected does not satisfy all senior millage appropriations under this Agreement or any other agreement, then the County shall have the right to adjust the appropriations under this Agreement to any level as determined by the County in the sole exercise of its discretion, or to terminate the Agreement.
5. The funds of the COA shall be audited on an annual basis during the term of this Agreement in accordance with Public Act 621 of 1978, the Uniform Budgeting & Accounting Act, as amended. A copy of each audit report shall be provided to the County upon completion, and if not provided previously, shall be provided to the County at the time of the COA's application for senior millage revenue for the next year.
6. On or before July 1, 2019 the COA shall provide the County with a written report specifying how the senior millage revenue appropriated for the current year is being spent.
7. On or before September 30, 2019 the COA shall provide the County with a written report forecasting the anticipated needs for senior millage revenue in the next year. At the time this report is submitted, the COA shall submit a balanced budget for the next fiscal year.
8. During the term of this Agreement the COA shall provide to the County's administrative office copies of the minutes of all regular and special meetings of the COA's board of directors.
9. During the term of this Agreement the COA shall provide to the County's board liaison member the same written notice for all regular and special meetings of the COA's board of directors that are given to the COA's board members.

10. The term of this Agreement shall commence on December 1, 2018 and shall end with the monthly payment in December, 2019, regardless of the date(s) this Agreement is signed by the parties.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement the day and year first above written.

CHEBOYGAN COUNTY

CHEBOYGAN COUNTY COUNCIL ON
AGING

By: _____
John B. Wallace

By: _____
Lowell Beethem

Its: Chairperson

Its: President

AGREEMENT FOR SENIOR MILLAGE APPROPRIATION

THIS AGREEMENT is entered into to be deemed effective December 1, 2018 between Cheboygan County, a Michigan political subdivision, whose address is 870 South Main Street, Cheboygan, Michigan 48721 (County) and Wawatam Area Senior Citizens, Inc., a Michigan nonprofit corporation, whose address is P.O. Box 615, Mackinaw City, Michigan 49701 (Wawatam).

Recitals

- A. The electors of Cheboygan County previously approve an extra-voted millage proposal authorizing the County to levy up to .5 mill in the years 2018 through 2021, inclusive, for the purpose of providing funds for senior citizen services within Cheboygan County.
- B. Public Act 39 of the Public Acts of 1976, as amended, provides that it is a valid public purpose to provide services to older persons and authorizes a county to appropriate funds to public or private nonprofit corporations or organizations for the purposes of planning, coordinating, evaluating and providing services to older persons pursuant to a contract between the county and the nonprofit organization.
- C. Wawatam is a nonprofit corporation under the laws of the State of Michigan, which was incorporated for the purpose of providing services to senior citizens, including those senior citizens who reside within the Mackinaw City area of Cheboygan County.
- D. The County desires to appropriate to Wawatam a portion of the tax revenue collected as a result of the tax levy authorized above to be used by Wawatam for the purpose of providing services to senior citizens within the Mackinaw City area of Cheboygan County.
- E. The parties, therefore, desire to formally establish the rights and duties of each in connection with the appropriation of the senior citizen millage by the County to Wawatam pursuant to this Agreement.

Agreement

Therefore, in consideration of the mutual promises contained in this Agreement, the parties hereby agree as follows:

- 1. The County shall during the term of this Agreement levy the millage approved by the county electors for senior citizen services in an amount to be determined by

the Cheboygan County Board of Commissioners, up to the amount authorized by the electors, as may from time to time be rolled back pursuant to the Headlee Amendment.

2. The County shall during the term of this Agreement collect the above tax millage revenue and establish a fund known as the "Senior Citizen Millage Fund," and shall disperse revenue from that fund pursuant to State of Michigan guidelines.
3. The County shall during the term of this Agreement appropriate \$59,892 of the above tax millage revenue collected by the County as the result of the above millage levy to Wawatam to be used solely as provided in this Agreement. The appropriation shall be paid to Wawatam in equal monthly installments, beginning in January, 2019 and ending in December, 2019.
4. All appropriations to be made under this Agreement shall be contingent on total senior millage availability, as determined by the County in the sole exercise of its discretion. In the event the total senior millage collected does not satisfy all senior millage appropriations under this Agreement or any other agreement, then the County shall have the right to adjust the appropriations under this Agreement to any level as determined by the County in the sole exercise of its discretion, or to terminate the Agreement.
5. The funds of Wawatam shall be audited on an annual basis during the term of this Agreement in accordance with Public Act 621 of 1978, the Uniform Budgeting & Accounting Act, as amended. A copy of each audit report shall be provided to the County upon completion, and if not provided previously, shall be provided to the County at the time of Wawatam's application for senior millage revenue for the next year.
6. On or before July 1, 2019 Wawatam shall provide the County with a written report specifying how the senior millage revenue appropriated for the current year is being spent.
7. On or before September 30, 2019 Wawatam shall provide the County with a written report forecasting the anticipated needs for senior millage revenue in the next year.
8. The term of this Agreement shall commence on December 1, 2018 and shall end with the monthly payment in December, 2019, regardless of the date(s) this Agreement is signed by the parties.

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

CHEBOYGAN COUNTY

WAWATAM AREA SENIOR
CITIZENS, INC.

By: _____
John B. Wallace

By: _____
Raymond D. Mularz

Its: Chairperson

Its: President

AGREEMENT FOR SENIOR MILLAGE APPROPRIATION

THIS AGREEMENT is entered into to be effective December 1, 2018 between Cheboygan County, a Michigan political subdivision, whose address is 870 South Main Street, Cheboygan, Michigan 49721 (County) and Michigan State University Extension, a nonprofit organization existing under federal and state law, whose local address is 825 S. Huron St., Suite #5, Cheboygan, Michigan 49721 (MSUE).

Recitals

- A. The electors of Cheboygan County previously approve an extra-voted millage proposal authorizing the County to levy up to .5 mill in the years 2018 through 2021, inclusive, for the purpose of providing funds for senior citizen services within Cheboygan County.
- B. Public Act 39 of the Public Acts of 1976, as amended, provides that it is a valid public purpose to provide services to older persons and authorizes a county to appropriate funds to private nonprofit corporations for the purposes of planning, coordinating, evaluating and providing services to older persons pursuant to a contract between the county and the nonprofit corporation.
- C. The MSUE is a nonprofit organization existing under federal and state law. One of the programs offered by MSUE is the Project Fresh Program, which provides coupons to low-income seniors within Cheboygan County to redeem at local farmers markets.
- D. The County desires to appropriate a portion of the tax revenue collected as a result of the tax levy authorized above to the Michigan Department of Health and Human Services, Aging and Adult Services, and to the United Way of Cheboygan County on behalf of MSUE to allow MSUE to provide the Project Fresh Program within Cheboygan County.
- E. The parties, therefore, desire to formally establish the rights and duties of each in connection with the appropriation of the senior citizen millage by the County to the MSUE pursuant to this Agreement.

Agreement

Therefore, in consideration of the mutual promises contained in this Agreement, the parties hereby agree as follows:

- 1. The County shall during the term of this Agreement levy the millage approved by the county electors for senior citizen services in an amount to be determined by

the Cheboygan County Board of Commissioners, up to the amount authorized by the electors, as may from time to time be rolled back pursuant to the Headlee Amendment.

2. The County shall during the term of this Agreement collect the above tax millage revenue and establish a fund known as the "Senior Citizen Millage Fund," and shall disperse revenue from that fund pursuant to state of Michigan guidelines.
3. On the effective date of this Agreement, the County shall appropriate and pay \$7,250.00 to the Michigan Department of Health and Human Services, Aging and Adult Services (MDHHS), and \$750.00 to the United Way of Cheboygan County (United Way) on behalf of MSUE to allow MSUE to provide the Project Fresh Program within Cheboygan County. The payment to MDHHS shall be to purchase the coupon books for the Project Fresh Program, and the payment to the United Way shall be for postage reimbursement in connection with the Project Fresh Program.
4. On or before October 31, 2019 MSUE shall provide to the County records of coupon distributions in connection with the Project Fresh Program.
5. On or before July 1, 2019 MDHHS and the United Way shall provide the County with written reports of the expenses paid on behalf of MSUE in connection with the Project Fresh Program.
6. On or before September 30, 2019 MSUE shall provide the County with a written report forecasting the anticipated needs for senior millage revenue in the next year.
7. The term of this Agreement shall commence on December 1, 2018 and shall end December 1, 2019, regardless of the date(s) this Agreement is signed by the parties.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement the day and year first above written.

CHEBOYGAN COUNTY

MICHIGAN STATE UNIVERSITY
EXTENSION

By: _____
John B. Wallace

By: _____
Evonne Pedawi

Its: Chairperson

Its: Manager of Contract & Grants
Administration



Cheboygan County

Board of Commissioners' Meeting

November 13, 2018

Title: Indigent Defense Compliance Plan/Grant Agreement

Summary: Act No. 93 of 2013 established the Michigan Indigent Defense Commission to develop a system to provide indigent defendants in criminal cases with effective assistance of counsel. In May of 2017, the Michigan Department of Licensing and Regulatory Affairs approved the first four standards for the indigent criminal defense system. The standards are:

Standard 1- Provide continued Training and Education to indigent defense attorneys.

Standard 2- Initial Interview- Defendant must be provided opportunity to have an initial interview with defense council.

Standard 3- Investigation and Experts- Defense counsel may seek licensed investigators or seek expert witnesses to defend client if applicable.

Standard 4- Counsel at First Appearance- Defense counsel must be appointed to provide assistance to defendant as soon as defendant's liberty is restricted by the court as well as counsel provided at other critical stages of the case.

Cheboygan County submitted a grant application and compliance plan in November of 2017 outlining how the County will comply with the standards as well as identifying the cost to meet the standards. The Cheboygan County plan has been reviewed and a grant has been awarded in the amount of \$223,107.00

Financial Impact: \$223,107.00 Grant Funded through MIDC. County to continue funding base cost of \$141,404.00. Total Indigent Defense cost \$364,511.00.

Recommendation: Motion to approve the Cheboygan County Indigent Defense Compliance Grant Agreement, authorize the Chair to sign, approve establishment of budget for remainder of 2018 and authorize any necessary budget adjustments.

Prepared by: Judge Pavlich, Judge, Barton, Jeffery B. Lawson and James Manko

Department: Circuit Court, District Court, Administration and Finance

**MICHIGAN SUPREME COURT
STATE COURT ADMINISTRATIVE OFFICE
MICHIGAN DRUG COURT GRANT PROGRAM
FY 2019 CONTRACT**

Grantee Name: 53rd Circuit Court — Hybrid DWI/Drug Court
Unique Identifier: 10075
Federal ID Number: 38-6004841
Contract Number: 13806
Grant Amount: \$7,000

1. GENERAL PROVISIONS

- 1.01 This contract is made between the State Court Administrative Office, Lansing, Michigan (SCAO) and the 53rd Circuit Court — Hybrid DWI/Drug Court.
- 1.02 This contract incorporates the Grantee's approved grant application request and most recently approved budget.
- 1.03 This contract is for the Michigan Drug Court Grant Program.
- 1.04 In consideration of the mutual promises and covenants in this contract, and the benefits to be derived from this contract, the parties agree as follows:

2. TERM OF CONTRACT

- 2.01 This contract commences on 10/1/2018 and terminates on 9/30/2019 at 11:59 p.m.

3. RELATIONSHIP

- 3.01 The Grantee is an independent contractor, and it is understood that the Grantee is not an employee of the SCAO. No employee, agent, or subrecipient subcontractor of the Grantee is an employee of the SCAO.
- 3.02 No liability or benefits, including, but not limited to, retirement benefits or liabilities, pension rights or liabilities, insurance rights or liabilities, fringe benefits, training, holiday pay, sick pay, vacation pay, or such other rights, provisions, or liabilities arising out of an agreement of hire or employer-employee relationship, either express or implied, shall arise or accrue to either party as a result of this contract. The Grantee is not eligible for, and will not participate in, any such benefits.
- 3.03 The Grantee is responsible for payment of all taxes, including federal, state, and local taxes arising out of the Grantee's activities in accordance with this contract, including, but not limited to, income taxes, social security taxes, unemployment insurance taxes, and any other taxes or fees.
- 3.04 The Grantee understands and agrees that all parties furnishing services pursuant to this contract are, for purposes of workers' compensation liability or other actions of employee-related liability, not employees of the SCAO. The Grantee bears the sole responsibility and liability for furnishing workers' compensation benefits to any of its employees for injuries arising from or connected with services performed pursuant to this contract.
- 3.05 The Grantee does not, and shall not, have the authority to enter into contracts on the SCAO's behalf.

4. SCOPE OF SERVICES

4.01 Upon signing of this contract, the SCAO agrees to provide funding from the Grant in an amount not to exceed the amount of this contract. In no event does this contract create a charge against any other funds of the SCAO or the Michigan Supreme Court.

4.02 The Grantee, and the Grantee's employees or subrecipient subcontractors, shall devote such time, attention, skill, knowledge, and professional ability as is necessary to most effectively and efficiently carry out and perform the services as described in this contract and in any amendments to this contract.

4.03 Commitment of state resources for the acquisition of goods and services, and execution of purchase orders, contracts, and similar agreements, shall remain the sole responsibility of the SCAO.

5. PERFORMANCE AND BUDGET

5.01 The SCAO agrees to provide the Grantee a sum not to exceed \$7,000 for the court program operated pursuant to this contract.

5.02 Grantee equipment purchases are prohibited.

5.03 The Grantee agrees that it will not expend funds obtained under this contract for any purpose other than those authorized in the administrative requirements specified in the application and most recently approved budget for the Grant, and will expend grant funds only during the period covered by this contract unless prior written approval is received from the SCAO.

5.04 The Grantee must sign up through the online vendor registration process to receive payments as Electronic Funds Transfers (EFT)/Direct Deposits. Registration information is available through the Department of Technology, Management, and Budget's website at: http://www.michigan.gov/budget/0,1607,7-157-13404_37161-179392--,00.html.

5.05 All reimbursements for the proper performance of the contract shall be made by the SCAO quarterly, upon submission by the Grantee of claims for approval by the SCAO. The claims shall include a specific amount of the hours worked, hourly salary, the detailed services provided by the Grantee or Grantee's staff, and/or the specific amount expended on supplies or operating costs necessary for program operation.

5.06 Requests for adjustments in expenditures within line items and between line item categories must be made using a Contract Amendment, within WebGrants, and approved by the SCAO. Budget deviation allowances are not permitted.

5.07 The Grantee shall make reasonable efforts to collect 1st and 3rd party fees, where applicable, and report these as outlined in the SCAO's fiscal procedures. Any under-recoveries of otherwise available fees resulting from failure to bill for eligible services will be excluded from reimbursable expenditures.

5.08 Reimbursements for travel (meals, lodging, mileage, etc.) cannot exceed the lesser of the Grantee's published travel rates or allowable State of Michigan travel rates. Exceptions to this for unusual situations require prior approval by the SCAO prior to incurring the expense.

6. CONDUCT OF THE PROJECT

6.01 The Grantee shall abide by all terms and conditions required in the application assurances, budget requirements, and the Grantee's approved program outline and most recently approved budget.

6.02 The Grantee agrees that funds awarded under this grant will not be used to support any inherently religious activities, such as worship, religious instruction, or proselytizing. If the

Grantee refers participants to, or provides, a non-federally funded program of service that incorporates such religious activities: (1) any such activities must be voluntary for program participants, and (2) program participants may not be excluded from participation in a program or otherwise penalized or disadvantaged for any failure to accept a referral or services. If participation in a non-federally funded program or services that incorporates inherently religious activities is deemed a critical treatment or support service for program participants, the Grantee agrees to identify and refer participants who object to the inherently religious activities of such program or service to a comparable secular alternative program or service.

7. ASSIGNMENT

7.01 The Grantee may not assign the performance under this contract to subcontract personnel except with the prior written approval of the SCAO.

7.02 All provisions and requirements of this contract shall apply to any subcontracts or agreements the Grantee may enter into in furtherance of its obligations under the contract.

7.03 The Grantee shall provide copies of all subrecipient subcontracts for services funded in whole or in part by this grant to the SCAO.

8. CONFIDENTIAL INFORMATION

8.01 In order that the Grantee's employees or subrecipient subcontractors may effectively provide fulfillment of this contract to the SCAO, the SCAO may disclose confidential or proprietary information pertaining to the SCAO's past, present, and future activities to the Grantee. All such information is proprietary to the SCAO and the Grantee shall not disclose such information to any third party without prior approval from the SCAO, unless disclosure is required by law or court order. If disclosure is required by law or court order, the SCAO will be notified of the request before disclosure. The Grantee agrees to return all confidential or proprietary information to the SCAO immediately upon the termination of this contract.

8.02 Both the SCAO and Grantee shall assure that medical services to, and information contained in the medical records of, persons served under the provisions of this contract or other such recorded information required to be held confidential by federal or state law, rule, or regulation, in connection with the provision of services or other activity under this agreement, shall remain confidential. Such information shall be held confidential, and shall not be divulged without the written consent of either the patient or a patient's legal guardian or person with other legal authority, except as may be otherwise required by applicable law or regulation. Such information may be disclosed in summary, statistical, or other form, if the disclosure does not directly or indirectly identify particular individuals.

9. HUMAN SUBJECTS

9.01 The Grantee must submit all research involving human subjects conducted in programs sponsored by the SCAO, or in programs that receive funding from or through the state of Michigan, to the Michigan Department of Health and Human Services' (MDHHS) Institutional Review Board (IRB) for approval prior to the initiation of the research.

10. HEALTH INSURANCE PORTABILITY AND ACCOUNTABILITY ACT, 42 CFR PART 2, AND MICHIGAN MENTAL HEALTH CODE

10.01 To the extent applicable, the Grantee assures and certifies that it is in compliance with the Health Insurance Portability and Accountability Act (HIPAA), 42 CFR Part 2, and the Michigan Mental Health Code, to the extent that this act and these regulations are pertinent to the services that the Grantee provides under this contract. These requirements include:

- A. The Grantee must not share any protected health or other protected data and information provided by the SCAO or any other source that falls within HIPAA, 42 CFR Part 2, and/or the Michigan Mental Health Code requirements, except to a subrecipient subcontractor as appropriate under this contract.
- B. The Grantee must require, in the terms and conditions of any subcontract, that the subrecipient subcontractor not share any protected health or other protected data and information from the SCAO or any other source that falls under HIPAA, 42 CFR Part 2, and/or Michigan Mental Health Code requirements.
- C. The Grantee must use protected data and information only for the purposes of this contract.
- D. The Grantee must have written policies and procedures addressing the use of protected data and information that falls under HIPAA, 42 CFR Part 2, and/or Michigan Mental Health Code requirements. The policies and procedures must meet all applicable federal and state requirements including HIPAA, 42 CFR Part 2, and/or Michigan Mental Health Code regulations. These policies and procedures must include restricting access to the protected data and information by the Grantee's employees.
- E. The Grantee must have a policy and procedure to report to the SCAO unauthorized use or disclosure of protected data and information that falls under HIPAA, 42 CFR Part 2, and/or Michigan Mental Health Code requirements of which the Grantee becomes aware.
- F. Failure to comply with any of these contractual requirements may result in the termination of this contract in accordance with section 18.
- G. In accordance with HIPAA, 42 CFR Part 2, and/or Michigan Mental Health Code requirements, the Grantee is liable for any claim, loss, or damage relating to its unauthorized use or disclosure of protected data and information received by the Grantee from the SCAO or any other source.

11. RIGHTS TO WORK PRODUCT

11.01 All reports, programs, manuals, tapes, listings, documentation, and any other work product prepared by the Grantee under this contract, and amendments thereto, shall belong to the SCAO and are subject to copyright or patent only by the SCAO. The SCAO shall have the right to obtain from the Grantee original materials produced under this contract and shall have the right to distribute those materials.

11.02 The SCAO grants the Grantee a royalty-free, nonexclusive license to use anything developed in the course of executing this contract if the work product enters the public domain.

11.03 The SCAO shall have copyright, property, and publication rights in all written or visual material or other work products developed in connection with this contract. The Grantee shall not publish or distribute any printed or visual material relating to the services provided under this contract without the prior explicit permission of the SCAO.

12. WRITTEN DISCLOSURE

12.01 The Grantee and the Grantee's employees or subrecipient subcontractors shall promptly disclose in writing to the SCAO all writings, inventions, improvements, or discoveries, whether copyrightable, patentable, or not, which are written, conceived, made, or discovered by the Grantee or the Grantee's employees or subrecipient subcontractors jointly with the SCAO or singly by Grantee or Grantee's employees or subrecipient subcontractors while engaged in activity under this contract. As to each such disclosure, the Grantee shall specifically point out the features or concepts that are new or different.

12.02 The SCAO shall have the right to request the assistance of the Grantee and Grantee's employees or subrecipient subcontractors in determining and acquiring copyright, patent, or other such protection at the SCAO's invitation and request.

12.03 The Grantee represents and warrants that there are at present no such writings, inventions, improvements, or discoveries (other than in a copyright, copyright application, patent, or patent application) that were written, conceived, invented, made, or discovered by the Grantee or the Grantee's employees before entering into this contract, and which the Grantee or the Grantee's employees desire to remove from the provisions of this contract, except those specifically set forth by attachment hereto.

13. INSURANCE

13.01 The Grantee shall carry insurance coverage or self-insurance in such amounts as necessary to cover all claims arising out of the Grantee's operations under the terms of this contract.

14. LIABILITY

14.01 All liabilities, obligations, damages, penalties, claims, costs, fees, charges, and expenses (including, but not limited to, fees and expenses of attorneys, expert witnesses, and other consultants) resulting from claims, demands, costs, or judgments arising out of activities or services carried out by the Grantee in the performance of this contract, shall be the responsibility of the Grantee, and not the responsibility of the SCAO. Nothing in this subsection is, nor shall be construed as, a waiver of governmental immunity.

14.02 The SCAO is not responsible and will not be subject to any liability for any claim related to the loss, damage, or impairment of Grantee's property and materials or the property and materials of the Grantee's employees or subrecipient subcontractors, used by the Grantee pursuant to the Grantee's performance under this contract.

14.03 The Grantee warrants that it is not subject to any nondisclosure, noncompetition, or similar clause with current or prior clients or employers that will interfere with the performance of this contract. The SCAO will not be subject to any liability for any such claim.

14.04 In the event any action or proceeding is brought against the Grantee by reason of any claim due or claimed to be due to Grantee's performance covered under this contract, the Grantee will, at the Grantee's sole cost and expense, resist or defend the action or proceeding as the Grantee deems appropriate. The Grantee retains sole authority and discretion to resolve and settle any such claims.

15. ACQUISITION, ACCOUNTING, RECORDKEEPING, AND INSPECTION

15.01 The Grantee agrees that all expenditures from this contract, including the acquisition of personnel services, contractual services, and supplies, shall be in accordance with: (1) the standard procedures of the Grantee's funding unit, and (2) the administrative and budget requirements of the grant.

15.02 The Grantee agrees to maintain accounting records following generally accepted accounting principles for the expenditure of funds for the purposes identified in the approved grant request, most recently approved budget, and any applicable approved contract addendum and/or budget amendment.

15.03 The Grantee agrees that the Michigan Supreme Court, the SCAO, the local government audit division of the Michigan Department of Treasury, the State Auditor General, or any of their duly authorized representatives, including program evaluators and auditors, shall have access to and the right to examine, audit, excerpt, copy, or transcribe any pertinent transaction, books, accounts, data, time cards, or other records related to this contract. The Grantee shall retain all books and records, including all pertinent cost reports, accounting and financial records, or other documents related to this contract, for five years after final payment at the Grantee's cost. Federal and/or state auditors, and any persons duly authorized by the SCAO, shall have full access to and the right to examine and audit any of the materials during the term of this contract and for five years after final payment. If an audit is initiated before the expiration of the five-year period, and extends past that period, all documents shall be maintained until the audit is complete. The SCAO shall provide audit findings and recommendations to the Grantee. The SCAO may adjust future or final payment if the findings of the audit indicate over- or under-payment to the Grantee for the period audited, subject to the availability of funds for such purposes. If an audit discloses an overpayment to the Grantee, the Grantee shall immediately refund all amounts that may be due to the SCAO. Failure of the Grantee to comply with the requirements of this section shall constitute a material breach of this contract upon which the SCAO may cancel, terminate, or suspend this contract.

15.04 The Grantee's accounting system must maintain a separate fund or account that segregates grant contract receipts and expenditures from other receipts and expenditures of the Grantee.

16. PROGRAM REVIEW AND MONITORING

16.01 The Grantee shall give the SCAO and any of its authorized agents access to the court at any reasonable time to evaluate, audit, inspect, observe, and monitor the operation of the program. The inspection methods that may be used include, but are not limited to onsite visits, interviews of staff and participants, and review of case records, receipts, monthly/quarterly statistical reports, and fiscal records.

17. REPORTS

17.01 The Grantee agrees to submit timely, complete, and accurate reports as identified in Attachment A.

17.02 The data for each participant who is screened or accepted into the program must be entered into the Drug Court Case Management Information System (DCCMIS).

17.03 The Grantee is responsible for the timely, complete, and accurate submission of each required report and data as outlined above.

17.04 If any report is 30 days past due, a delinquency notice will be sent via email notifying the Grantee that it has 15 days to comply with the reporting requirement. Forty-five days past the due date, a forfeiture notice will be sent to the Grantee via the U.S. Postal Service notifying it that its funding award has been rescinded due to contract noncompliance.

18. REDUCTION/SUSPENSION/TERMINATION

18.01 In addition to forfeiture under section 17, the SCAO and/or the Grantee may reduce the Project Budget and/or suspend this agreement and/or terminate this agreement without further liability or penalty to the SCAO as follows:

18.02 If any of the terms of this agreement are not adhered to, Suspension requires immediate action by the Grantee to comply with this agreement's terms; otherwise, termination by the SCAO may occur:

18.03 Each party has the right to terminate this contract without cause by giving written notice to the other party of such termination at least 15 days before the effective date of such termination. Such written notice will provide valid, legal reasons for termination along with the effective date.

18.04 Failure of the Grantee to make satisfactory progress toward the goals, objectives, or strategies set forth in this agreement. Failure under this subsection includes (but is not limited to) a determination by the SCAO after second quarter claims are submitted, in its sole discretion, that project funds are not reasonably likely to be fully expended by the end of the Fiscal Year

18.05 This contract may be terminated immediately without further financial liability to the SCAO if funding for this contract becomes unavailable to the SCAO.

18.06 Proposing or implementing substantial plan changes to the extent that, if originally submitted, the application would not have been selected for funding.

18.07 Filing false certification in this agreement or other report or document.

18.08 This agreement may be terminated immediately if the Grantee, an official of the Grantee, or an owner of a 25 percent or greater share of the Grantee is convicted of a criminal offense incident to the application for or performance of a State, public, or private grant or subcontract; or convicted of a criminal offense including but not limited to the following: embezzlement, theft, forgery, bribery, falsification or destruction of records, receiving stolen property, attempting to influence a public employee to breach the ethical conduct standards for State of Michigan employees; convicted under State or Federal antitrust statutes; convicted of any other criminal offense which reflects on the Grantee's business integrity.

18.09 If a grant is terminated by the SCAO for failure to meet the grant management requirements, the Grantee shall not be eligible to seek grant funding from the SCAO MDC grant program for a period of two years. In order to obtain grant funding after the two-year period, the Grantee will be required to submit written assurances that the identified deficiencies have been corrected. Additionally, the Grantee may be required to submit monthly financial reports to allow for increased financial monitoring.

19. COMPLIANCE WITH LAWS

19.01 The Grantee shall comply with all applicable laws, ordinances, and codes of the federal, state, and local governments.

20. MICHIGAN LAW

20.01 This contract shall be subject to, and shall be enforced and construed under, the laws of Michigan.

21. CONFLICT OF INTEREST

21.01 The Grantee presently has no personal or financial interest, and shall not acquire any such interest, direct or indirect, that would conflict in any manner or degree with the performance of this contract.

27. DELIVERY OF NOTICE

27.01 Written notices and communications required under this contract shall be delivered by electronic mail, regular mail, overnight delivery, or facsimile device to the following:

- A. The Grantee's contact person is Nicole Pawlowski, 53rd Circuit Court, 870 S. Main Street, Cheboygan, MI 49721.
- B. The SCAO's contact person is Andrew Smith, State Court Administrative Office, Michigan Hall of Justice, P.O. Box 30048, Lansing, MI 48909.

28. SIGNATURE OF PARTIES

28.01 This contract becomes effective when signed by the parties.

IN WITNESS WHEREOF, the SCAO and the Grantee have executed this contract:

53rd Circuit Court — Hybrid DWI/Drug Court

By: _____
Authorizing Official (Signature)

Authorizing Official (Print Name and Title)

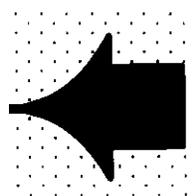
Date: _____

Authorizing Official: Must be a person who is authorized to enter into a binding contract for the entity receiving funds. *The authorizing official may not be a judge or other state employee.* The authorizing official is normally from the Executive or Legislative Branch of the entity (e.g., City Manager, Mayor, Council President, Board Chairperson, Chief Financial Officer, etc.).

STATE COURT ADMINISTRATIVE OFFICE

By: _____
Chief Operating Officer

Date: _____



ATTACHMENT A
MICHIGAN DRUG COURT GRANT PROGRAM
FY 2019 REPORTING REQUIREMENTS
October 1, 2018, through September 30, 2019

DCCMIS DATA EXCEPTION REPORT	
DUE DATE	NOTE
February 15, 2019	Courts will be reviewing error reports reflecting data entered into DCCMIS for the time period of October 1, 2018, through December 31, 2018.
May 15, 2019	Courts will be reviewing error reports reflecting data entered into DCCMIS for the time period of January 1, 2019, through March 31, 2019.
August 15, 2019	Courts will be reviewing error reports reflecting data entered into DCCMIS for the time period of April 1, 2019, through June 30, 2019.
November 15, 2019	Courts will be reviewing error reports reflecting data entered into DCCMIS for the time period of July 1, 2019, through September 30, 2019.

DCCMIS USER AUDIT	
DUE DATE	NOTE
January 31, 2019	Courts will be confirming user access to DCCMIS.

CLAIMS REPORTS	
DUE DATE	NOTE
January 10, 2019	Courts will be reporting on expenditures from October 1, 2018, through December 31, 2018.
April 10, 2019	Courts will be reporting on expenditures from January 1, 2019, through March 31, 2019.
July 10, 2019	Courts will be reporting expenditures from April 1, 2019, through June 30, 2019.
October 10, 2019	Courts will be reporting expenditures from July 1, 2019, through September 30, 2019.

PROGRESS	
DUE DATE	NOTE
October 30, 2019 Year-End Report	Courts will be reporting on progress made during the grant period – October 1, 2018, through September 30, 2019.

CHEBOYGAN COUNTY
INDIGENT DEFENSE SYSTEM BUDGET
2018

Revenue

MIDC Grant:	\$111,553
Transfer from Other Funds	\$ 23,567
Total Revenue	\$135,120

Expenditures

Wages:	\$4,000
Fringe:	\$ 400
Contracted Services	\$57,000
Office Supplies:	\$ 300
Travel:	\$ 300
Training	\$ 300
Equipment	\$20,276
Materials	\$16,000
Fund Equity	\$36,544
Total Expenditures	\$135,120



Cheboygan County

Board of Commissioners' Meeting

November 13, 2018

Title: Indigent Defense Fund Creation Resolution 18-17

Summary: Act No. 93 of 2013 established the Michigan Indigent Defense Commission to develop a system to provide indigent defendants in criminal cases with effective assistance of counsel. In May of 2017, the Michigan Department of Licensing and Regulatory Affairs approved the first four standards for the indigent criminal defense system. The standards are:

Standard 1- Provide continued Training and Education to indigent defense attorneys.

Standard 2- Initial Interview- Defendant must be provided opportunity to have an initial interview with defense council.

Standard 3- Investigation and Experts- Defense counsel may seek licensed investigators or seek expert witnesses to defend client if applicable.

Standard 4- Counsel at First Appearance- Defense counsel must be appointed to provide assistance to defendant as soon as defendant's liberty is restricted by the court as well as counsel provided at other critical stages of the case.

Cheboygan County submitted a grant application and compliance plan in November of 2017 outlining how the County will comply with the standards as well as identifying the cost to meet the standards. The Cheboygan County plan has been reviewed and a grant has been awarded in the amount of \$223,107.00. The grant agreement requires Cheboygan County to establish a new fund within the chart of accounts for the purpose of accepting and expending grant funds from the MIDC.

Financial Impact: \$223,107.00 Grant Funded through MIDC. County to continue funding base cost of \$141,404.00. Total Indigent Defense cost \$364,511.00.

Recommendation: Motion to approve Resolution 18-17 creating a new fund within the chart of accounts for the purpose of accepting and expending funds from the Michigan Indigent Defense Commission.

Prepared by: Jeffery B. Lawson and James Manko

Department: Administration and Finance

CHEBOYGAN COUNTY
TO CREATE A NEW FUND WITHIN THE LOCAL CHART OF ACCOUNTS FOR PURPOSES
OF ACCEPTING GRANT FUNDS FROM THE MICHIGAN INDIGENT DEFENSE
COMMISSION AND CHARGING ALL MIDC PLAN-RELATED COSTS TO SAID FUND
Resolution 18-17

WHEREAS, the State of Michigan (“State”) has created the Michigan Indigent Defense Commission (“MIDC”) within the Department of Licensing and Regulation; and

WHEREAS, the MIDC is purposed with creating more effective and equitable funding at the State and local level for persons who are charged with criminal offenses and do not have the financial ability to pay for an attorney and/or other legal services; and

WHEREAS, the State, through the MIDC, is separating the financial matters of court appointed cases away from the court system to local court funding units (i.e., in this case, the County of Cheboygan on behalf of the District Court and the Circuit Court) which requires creation of a separate fund within the local chart of accounts; and

WHEREAS, the MIDC is receiving grant application to fund court-appointed attorney and related legal services from local court funding units to provide funding by the State to the local court funding units beginning October 1, 2018; and

WHEREAS, the MIDC allows for grant applications to request funds for limited construction costs to allow for criminal defense attorneys and their clients to meet in a private and secure setting at or near a courtroom, in furtherance of protecting attorney-client confidentiality; and

WHEREAS, this new fund within the local chart of accounts will accept all funds from the State through MIDC grants and will charge all MIDC-related costs to this fund; and

WHEREAS, the MIDC recommends any fund balance at the end of the County’s fiscal year should remain in the newly created fund and not revert to the County’s general fund so that funds are used exclusively for court appointed and related legal services; and

WHEREAS, the MIDC recommends any fund balance at the end of the County’s fiscal year shall remain in the fund to carry over to the next year to be used for future compliance expenditures; and

WHEREAS, the County acknowledges that a separate fund will allow for better management of the grant funds and monitoring by the local and state interested parties; and

WHEREAS, the Cheboygan County Board of Commissioners determines that this is an important service and source of funding for defendants in criminal cases who do not have the ability to afford an attorney or legal service in the District Court and Circuit Court.

NOW, THEREFORE, BE IT RESOLVED THAT, the Cheboygan County Board of Commissioners hereby resolves that the Cheboygan County Administration shall create a separate fund within the local chart of accounts to accept all funds from the State through MIDC grants and to charge all MIDC-related costs to this fund.

BE IT FURTHER RESOLVED that all funds received through the MIDC will be placed in this fund and all MIDC-related costs shall be charged to this fund; any fund balance at the end of the County's fiscal year will remain in the fund and carry over to the next year to be used for future compliance expenditures.

John B. Wallace, Chairperson
Cheboygan County Board

I, Karen L. Brewster, Clerk of the County of Cheboygan, do hereby certify that the foregoing is a true and correct copy of the Resolution adopted by the Board of Commissioners at a regular meeting on November 13, 2018.

In Witness Whereof, I have hereunto set my hand and affixed the Seal of the County of Cheboygan on the 13th day of November 2018 at Cheboygan, Michigan.

Karen L. Brewster
Cheboygan County Clerk/Register



Cheboygan County

Board of Commissioners' Meeting

November 13, 2018

Title: 2018 Salary & Wage Resolution - Non-Union General Employees #17-009 – Amendment #9

Circuit Court Collections Clerk: Reclassification to Circuit Court Collection/Bond/MIDC Clerk Hours and Wage.

Straits Regional Ride: Addition of drivers and dispatcher for new routes.

Building Security: Addition of part-time employees for security.

Summary: The original wage resolution set the Circuit Court Collections Clerk's at 35 hours per week. Due to the requirements to meet the Michigan Indigent Defense standards additional staff time is needed to monitor compliance standards and submit required compliance documentation for the program. The position is now also monitoring bond conditions on circuit court defendant's awaiting trial. Hours for the position will be increased from 35 hours a week to 40. Position title to be reclassified to Circuit Court Collections/Bond/MIDC Clerk at a pay rate of \$16.90 an hour. This rate will also be the rate set for 2019. Position began working additional hours on November 6, 2018 to launch MIDC program on November 13, 2018.

Increase the number of full time drivers from 3 to 7 to accommodate route expansions.

Increase the number of full time dispatchers from 1 to 2 to accommodate route expansion.

Establish positions to provide Building Security. Number of part-time employees and hours to vary.

Financial Impact: Circuit Court Collections/Bond/MIDC Clerk additional hours paid by MIDC Grant. Straits Regional Ride wages available in current budget for remainder of year cost. Building security employees' wages available in current year budget.

Recommendation: Adopt Amendment #9 to the 2018 Salary and Wage Resolution – Non-Union General Employee #17-009 to be effective November 6, 2018, authorize any necessary budget adjustments and authorize the Chair to sign.

Prepared by: Jeffery B. Lawson/James Manko

Department: Administration/ Finance

Amendment #9 2018 Salary and Wage Resolution
 Non-Union General Employees
 Approved 17-009 on October 10, 2017

	<i>Number of Positions</i>	<i>Hours per Work Week</i>	<i>Hours per Year</i>	<i>2018 Salary or Hourly Rate</i>	<i>2018 Increase %</i>	<i>2018 Increase \$</i>	<i>2018 Salary or Hourly Rate</i>
STRAITS REGIONAL RIDE							
Full-Time Driver	7	40	2080	13.94	3.00%	0.42	14.36
Full-Time Dispatcher	2	40	2080	New Reclassification			13.50
CIRCUIT COURT							
Collection-Bond-MIDC Clerk	1	40	2080	New Reclassification			16.90
SHERIFF'S DEPARTMENT-SECURITY DEPT 267							
Part-Time Building Security	Number Vary	Hours Vary	Hours Vary	New Classification			18.34

Adopted by the Cheboygan County Commissioners on the following date to be effective November 6, 2018

Signed by: _____
 John Wallace, Board Chairperson

Date Signed: _____



Cheboygan County

Board of Commissioners' Meeting

November 13, 2018

Title: Zoning Ordinance Amendment #149 Relating to Motor Vehicle and Fuel Sales Uses

Summary:

Included with this memorandum is Zoning Ordinance Amendment #149 regarding motor vehicle and fuel sales uses.

Also included is the proposed use listing changes to the applicable sections of the current zoning ordinance, with the amendment language identified in green.

Zoning Ordinance amendment #149 proposes the following:

1. Section 1 provides new definitions for:
 - a. Car wash
 - b. Motor vehicle sales and/or repair facility
 - c. Motor vehicle service station
 - d. Retail sales establishment, small-scale convenience
2. Section 2 deletes the current definition of Gasoline service station.
3. Section 3 allows Motor vehicle service station and Retail sales establishment, small-scale convenience uses in the Commercial Development (D-CM) zoning districts with site plan review approval.
4. Section 4 establishes the following:
 - a. Car wash uses permitted with site plan review approval in the Commercial Development zoning districts.
 - b. Car wash uses require special use permit approval in the Village Center (D-VC), Village Center Indian River (VC-IR) and the Village Center Topinabee (VC-T) zoning districts.
 - c. Motor vehicle sales and/or repair facility uses require special use permit approval in the Commercial Development, Agriculture and Forestry Management (M-AF), Village Center Indian River, Village Center Topinabee and Rural Character/Country Living (D-RC) zoning districts.
 - d. Retail sales establishment, small-scale convenience uses require special use permit approval in the Agriculture and Forestry Management and Rural Character/Country Living (D-RC) zoning districts.
 - e. Motor vehicle service station uses require special use permit approval in the Village Center zoning districts.

A public hearing was held by the Planning Commission on November 7, 2018 on the proposed amendment. No comments from the public were received during the public hearing.

Please note that this proposed amendment has been reviewed by legal counsel.

Financial Impact: None

Recommendation: Adopt Zoning Ordinance Amendment #149 per the Planning Commission's unanimous recommendation of approval.

Prepared by: Michael Turisk
Planning and Zoning Director

Department: Planning and Zoning

CHEBOYGAN COUNTY ZONING ORDINANCE
AMENDMENT #149

AN ORDINANCE TO AMEND CHEBOYGAN COUNTY ZONING ORDINANCE NO.
200 RELATIVE TO MOTOR VEHICLE AND FUEL SALES USES.

Section 1. Amendment of Section 2.2.

Section 2.2. of the Cheboygan County Zoning Ordinance No. 200 is hereby amended to add the following definitions in their appropriate alphabetical locations which shall read in their entirety as follows:

Car wash

A commercial establishment with facilities provided for cleaning, drying and waxing of motor vehicles.

Motor vehicle sales and/or repair facility

A commercial establishment for the repair of motor vehicles such as automobiles, boats, motorcycles, all-terrain vehicles, snowmobiles, motor homes, recreational vehicles, tractors and motor vehicle equipment such as farm equipment and trailers. This definition includes the sale, installation and servicing of motor vehicles and motor vehicle equipment parts including engine rebuilding and includes specialty services such as brake, muffler, tire service, body and frame repair and collision repair including vehicle painting.

Motor vehicle service station

A commercial establishment primarily operated and designed for the dispensing and sale of motor fuels, together with the sale of minor accessories and retail items. In addition, such a facility may provide minor motor vehicle servicing, minor repair and maintenance. Motor vehicle service station use does not include any of the following or similar activities: reconditioning of motor vehicles, collision services such as body and frame repair or overall painting of vehicles.

Retail sales establishment, small-scale convenience

A small-scale retail use (5,000 square feet or less) that offer for sale motor vehicle fuels, beverages and food items for consumption off the premises, retail items and tangible consumer goods.

Section 2. Amendment of Section 2.2.

Section 2.2. of the Cheboygan County Zoning Ordinance No. 200 is hereby amended to delete the following definition:

Gasoline service station.

Section 3. Amendment of Section 6.2.

Section 6.2. of the Cheboygan County Zoning Ordinance No. 200 is hereby amended to add Sections 6.2.2., 6.2.34. and 6.2.35. which shall read in their entirety as follows:

6.2.34. Motor vehicle service station.

6.2.35. Retail sales establishment, small-scale convenience.

Section 4. Amendment of Sections 6.2.2., 6.3.4., 9.3.2., 9.3.8., 13.3.1., 13.3.5., 13A.3.2., 13A.3.5., 13C.3.2., 13C.3.7., 14.3.1. and 14.3.10. Sections 6.2.2., 6.3.4., 9.3.2., 9.3.8., 13.3.1., 13.3.5., 13A.3.2., 13A.3.5., 13C.3.2., 13C.3.7., 14.3.1. and 14.3.10. of the Cheboygan County Zoning Ordinance No. 200 are hereby amended to read in their entirety as follows:

- 6.2.2. Car wash.
- 6.3.4. Motor vehicle sales and/or repair facility.
- 9.3.2. Motor vehicle sales and/or repair facility.
- 9.3.8. Retail sales establishment, small-scale convenience.
- 13.3.1. Car wash.
- 13.3.5. Motor vehicle service station.
- 13A.3.2. Car wash.
- 13A.3.5. Motor vehicle sales and/or repair facility.
- 13C.3.2. Car wash.
- 13C.3.7. Motor vehicle sales and/or repair facility.
- 14.3.1. Motor vehicle sales and/or repair facility.
- 14.3.10. Retail sales establishment, small-scale convenience.

Section 5. Severability.

If any section, clause, or provision of this Ordinance is declared unconstitutional or otherwise invalid by a court of competent jurisdiction, said declaration shall not affect the validity of the remainder of the Ordinance as a whole or any part thereof, other than the part so declared to be unconstitutional or invalid.

Section 6. Effective Date.

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

CHEBOYGAN COUNTY

By:
John B. Wallace
Its: Chairperson

By:
Karen L. Brewster
Its: Clerk

Zoning Ordinance No. 200 Draft Amendment Relative to Motor Vehicle & Fuel Sales Uses

Under ARTICLE 6 – COMMERCIAL DEVELOPMENT DISTRICT (D-CM)

SECTION 6.2. PERMITTED USES

- 6.2.1. Any use permitted in the D-RS, Residential Development District. (Rev. 05/23/15, Amendment #127)
- 6.2.2. ~~Automobile, boat, equipment, and farm machinery sales, repair, rental and washing establishments.~~ Car wash. (Rev. __/__/__, Amendment #149)
- 6.2.3. Bar and Restaurant, Restaurant, carry out, Restaurant, drive in and Restaurant, fast food. (Rev. 01/16/18, Amendment #144)
- 6.2.4. Bed and Breakfast (Rev. 10/25/09, Amendment #80)
- 6.2.5. Arcades, bowling alleys or billiard parlors. (Rev. 09/01/17, Amendment #140)
- 6.2.6. Cabinet making shops.
- 6.2.7. Dance, music, voice studios.
- 6.2.8. Dress making, millinery, clothing stores.
- 6.2.9. Drive in eating establishments, fast food establishments, and restaurants. (Rev. 04/12/07, Amendment #67)
- 6.2.10. Farm product stands.
- 6.2.11. Funeral homes, undertaking establishments.
- 6.2.12. Hotels, motels.
- 6.2.13. Laboratories.
- 6.2.14. Nurseries for flowers and plants.
- 6.2.15. Offices.
- 6.2.16. Parking lots, buildings and garages.
- 6.2.17. Retail sales establishment, General
- 6.2.18. Retail sales establishment, Household
- 6.2.19. Retail sales establishment, Specialty
- 6.2.20. Retail lumber yards.
- 6.2.21. Rifle or pistol ranges when in completely enclosed buildings. (Rev. 09/28/11, Amendment #92)
- 6.2.22. Assembly, educational or social event facilities. (Rev. 09/01/17, Amendment #140)
- 6.2.23. Wholesale sales and storage when in completely enclosed buildings. (Rev. 09/28/11, Amendment #92)
- 6.2.24. Multiple family housing. (Rev. 05/23/15, Amendment #127)
- 6.2.25. Nurseries and day care centers for children. (Rev. 05/23/15, Amendment #127)
- 6.2.26. Adult Daycare Center, Assisted Living Center or Health Care Living Center. (Rev. 09/01/17, Amendment #141)
- 6.2.27. Boarding and lodging houses. (Rev. 05/23/15, Amendment #127)
- 6.2.28. Medical clinics and doctor's offices. (Rev. 05/23/15, Amendment #127)
- 6.2.29. Private storage buildings, subject to the requirements of Section 17.23. Rev. 05/23/15, Amendment #127)
- 6.2.30. Mobile food units, subject to requirements of Section 17.29. (Rev. 02/25/17, Amendment #137)
- 6.2.31. Health and fitness center. (Rev. 01/16/18, Amendment #143)
- 6.2.32. Personal service center. (Rev. 01/16/18, Amendment #143)
- 6.2.33. Pet grooming. (Rev. 01/16/18, Amendment #143)
- 6.2.34. Motor vehicle service station. (Rev. __/__/__, Amendment #149)
- 6.2.35. Retail sales establishment, small-scale convenience. (Rev. __/__/__, Amendment #149)

Zoning Ordinance No. 200 Draft Amendment Relative to Motor Vehicle & Fuel Sales Uses

SECTION 6.3. USES REQUIRING SPECIAL LAND USE PERMITS

- 6.3.1. Bus Terminals.
- 6.3.2. Commercial cleaning plants, dry cleaning, laundry establishments.
- 6.3.3. Contractor's yards, equipment storage and materials handling operations.
- 6.3.4. ~~Gasoline service stations and garages.~~ Motor vehicle sales and/or repair facility. (Rev. __/__/__, Amendment #149)
- 6.3.5. Commercial kennels, pet shops, and veterinary hospitals, according to Section 17.16. (Rev. 11/22/09, Amendment #81)
- 6.3.6. Outdoor, drive-in theaters.
- 6.3.7. Outdoor commercial recreation activities.
- 6.3.8. Trailer and mobile home parks.
- 6.3.9. Manufacturing, production, processing and fabrication when the operational effects are determined to be no greater than the other uses permitted in this district with respect to noise, glare, radiation, vibration, smoke, odor and/or dust.
- 6.3.10. Junk yards, salvage yards and waste disposal sites.
- 6.3.11. Uses which are not expressly authorized in any zoning district, either by right or by special use permit, or uses which have not been previously authorized by the Planning Commission pursuant to this subsection or corresponding subsections In other zoning districts may be allowed in this zoning district by special use permit if the Planning Commission determines that the proposed use is of the same general character as the other uses allowed in this zoning district, either by right or by special use permit, and the proposed use is in compliance with the applicable requirements of the Cheboygan County Comprehensive Plan for this zoning district. (Rev. 04/26/08, Amendment #75)
- 6.3.12. Public and private wind generation and anemometer towers. (Rev. 06/17/04, Amendment #31)
- 6.3.13 Child Caring Institutions, subject to the requirements of Section 17.24 (Rev. 04/28/10, Amendment #85)
- 6.3.14. Boat Storage (Rev. 08/26/10, Amendment #88)
- 6.3.15. Truck Terminals or Warehouses subject to the requirements of Section 17.26. (Rev. 03/28/12, Amendment #107)
- 6.3.16. Indoor Storage Facilities (Rev. 05/25/13, Amendment #116)
- 6.3.17. Planned Projects subject to provisions of Section 17.28 (Rev. 10/13/16, Amendment #136)

Under ARTICLE 9 – AGRICULTURE AND FORESTRY MANAGEMENT DISTRICT (M-AF)

SECTION 9.3. USES REQUIRING SPECIAL LAND USE PERMITS

- 9.3.1. See ARTICLE 17, SUPPLEMENTAL REGULATIONS for standards and conditions for special uses and ARTICLE 18, SPECIAL LAND USE (SLU) PERMIT PROCEDURES AND STANDARDS for instructions on applying for permits.
- 9.3.2. ~~Automobile repair and service and gasoline stations.~~ Motor vehicle sales and/or repair facility. (Rev. __/__/__, Amendment #149)
- 9.3.3. Assembly, educational or social event facilities. Rev. 09/01/17, Amendment #140)
- 9.3.4. Public parks and recreational areas, playgrounds and campgrounds. Rev. 09/01/17, Amendment #140)
- 9.3.5. Bar and Restaurant. (Rev. 01/16/18, Amendment #144)
- 9.3.6. Commercial Hunting and fishing cabins. (Rev. 04/28/00, Amendment #14)
- 9.3.7. Golf courses, country clubs and sportsmen's' associations or clubs.
- 9.3.8. ~~Grocery and party stores.~~ Retail sales establishment, small scale convenience. (Rev. __/__/__, Amendment #149)
- 9.3.9. Resorts, resort hotels, recreation farms, vacation lodges, motor inns, motels and other tourist lodging facilities.
- 9.3.10. Slaughter houses and meat packing plants.

Zoning Ordinance No. 200 Draft Amendment Relative to Motor Vehicle & Fuel Sales Uses

SECTION 9.3. USES REQUIRING SPECIAL LAND USE PERMITS (cont.)

- 9.3.11. Travel trailer courts, tenting areas and general camping grounds.
- 9.3.12. Public airports and landing fields, with appurtenant facilities.
- 9.3.13. Non-essential public utility and service buildings.
- 9.3.14. Adult Daycare Center, Assisted Living Center or Health Care Living Center. **(Rev. 09/01/17, Amendment #141)**
- 9.3.15. Animal feedlots or piggeries.
- 9.3.16. Earth removal, quarrying, gravel processing, mining and related mineral extraction businesses.
- 9.3.17. Commercial kennels, pet shops, and veterinary hospitals according to Section 17.16. **(Rev.11/23/09, Amendment #81)**
- 9.3.18. Junk yards, salvage yards and waste disposal sites. **(Rev. 04/26/08, Amendment #75)**
- 9.3.19. Commercial composting **(Rev. 04/28/00, Amendment #14)**
- 9.3.20. Contractor's Yards, provided all of the following requirements are met: **(Rev. 12/24/03, Amendment #26)**
- 9.3.20.1. Minimum 10 acre parcel.
- 9.3.20.2. Minimum 330' of road frontage / lot width.
- 9.3.20.3. Minimum Setbacks: 100' front; 75' side; 100' rear.
- 9.3.20.4. All related equipment and materials must be stored within an enclosed building, not to exceed 5,000 square feet, or screened from view from public or private roads and adjoining properties under different ownership behind a wooden fence or greenbelt.
- 9.3.20.5. Buildings and uses permitted herein shall only be approved for parcels occupied by the parcel owner and which shall contain the owner's primary residence.
- 9.3.21. Public and private wind generation and anemometer towers. **(Rev. 06/17/04, Amendment #31)**
- 9.3.22. Uses which are not expressly authorized in any zoning district, either by right or by special use permit, or uses which have not been previously authorized by the Planning Commission pursuant to this subsection or corresponding subsections in other zoning districts may be allowed in this zoning district by special use permit if the Planning Commission determines that the proposed use is of the same general character as the other uses allowed in this zoning district, either by right or by special use permit, and the proposed use is in compliance with the applicable requirements of the Cheboygan County Comprehensive Plan for this zoning district. **(Rev. 04/26/08, Amendment #75)**
- 9.3.23 Child Caring Institutions, subject to the requirements of Section 17.24. **(Rev. 04/28/10, Amendment #85)**
- 9.3.24 Indoor Storage Facilities, subject to requirements of section 17.27.1. **(Rev.05/25/13, Amendment #116)**
- 9.3.25. Planned Projects subject to provisions of Section 17.28. **(Rev.05/25/13, Amendment #116)**

Under ARTICLE 13 – VILLAGE CENTER (D-VC)

SECTION 13.3. USES REQUIRING SPECIAL LAND USE PERMITS

- 13.3.1 ~~Automobile repair and washing establishments.~~ Car wash. **(Rev. __/__/__, Amendment #149)**
- 13.3.2 Bus terminals.
- 13.3.3 Dry cleaning and laundry establishments.
- 13.3.4 Assembly, educational or social event facilities. **(Rev. 09/01/17, Amendment #140)**
- 13.3.5 ~~Gasoline service stations and garages.~~ Motor vehicle service station. **(Rev. __/__/__, Amendment #149)**
- 13.3.6 Hotels and motels.
- 13.3.7 Multiple-family housing.
- 13.3.8 Outdoor recreation activities.
- 13.3.9 Veterinary hospitals.

Zoning Ordinance No. 200 Draft Amendment Relative to Motor Vehicle & Fuel Sales Uses

SECTION 13.3. USES REQUIRING SPECIAL LAND USE PERMITS (cont.)

13.3.10 Uses which are not expressly authorized in any zoning district, either by right or by special use permit, or uses which have not been previously authorized by the Planning Commission pursuant to this subsection or corresponding subsections in other zoning districts may be allowed in this zoning district by special use permit if the Planning Commission determines that the proposed use is of the same general character as the other uses allowed in this zoning district, either by right or by special use permit, and the proposed use is in compliance with the applicable requirements of the Cheboygan County Comprehensive Plan for this zoning district. **(Rev. 04/26/08, Amendment #75)**

Under ARTICLE 13A – VILLAGE CENTER INDIAN RIVER DISTRICT (VC-IR)

SECTION 13A.3. USES REQUIRING SPECIAL LAND USE PERMITS

13A.3.1. Assisted Living Facility or Adult Daycare Center **(Rev. 09/01/17, Amendment #141)**

13A.3.2. ~~Automobile repair and washing establishments.~~ Car wash. **(Rev. __/__/__, Amendment #149)**

13A.3.3. Dry cleaning and laundry establishments

13A.3.4. Assembly, educational or social event facilities. **(Rev. 09/01/17, Amendment #140)**

13A.3.5. ~~Gasoline service stations and garages.~~ Motor vehicle sales and/or repair facility. **(Rev. __/__/__, Amendment #149)**

13A.3.6. Outdoor recreation activities

13A.3.7. Veterinary hospitals

13A.3.8. Visitor Center

Under ARTICLE 13C VILLAGE CENTER TOPINABEE DISTRICT (VC-T)

SECTION 13C.3 USES REQUIRING SPECIAL LAND USE PERMITS

13C.3.1. Assisted Living Facility or Adult Daycare Center **(Rev. 09/01/17, Amendment #141)**

13C.3.2. ~~Automobile repair and washing establishments.~~ Car wash. **(Rev. __/__/__, Amendment #149)**

13C.3.3. Bed and Breakfasts

13C.3.4. Day Care Centers

13C.3.5. Dry cleaning and laundry establishments

13C.3.6. Assembly, educational or social event facilities. **(Rev. 09/01/17, Amendment #140)**

13C.3.7. ~~Gasoline service stations and garages.~~ Motor vehicle sales and/or repair facility. **(Rev. __/__/__, Amendment #149)**

13C.3.8. Outdoor recreation activities

13C.3.9. Veterinary hospitals

Under ARTICLE 14 RURAL CHARACTER /COUNTRY LIVING DISTRICT (D-RC)

SECTION 14.3. USES REQUIRING SPECIAL LAND USE PERMITS

14.3.1. ~~Automobile repair businesses.~~ Motor vehicle sales and/or repair facility. **(Rev. __/__/__, Amendment #149)**

14.3.2. Bed & Breakfasts.

14.3.3. Cemeteries.

14.3.4. Commercial greenhouses and nurseries.

14.3.5. Public parks and recreational areas and playgrounds. **(Rev. 09/01/17, Amendment #140)**

14.3.6. Day care centers.

14.3.7. Assembly, educational or social event facilities. **(Rev. 09/01/17, Amendment #140)**

14.3.8. ~~Gas stations.~~ *Reserved for future use.*

**Zoning Ordinance No. 200 Draft Amendment
Relative to Motor Vehicle & Fuel Sales Uses**SECTION 14.3. USES REQUIRING SPECIAL LAND USE PERMITS (cont.)

14.3.9. Golf courses, country clubs and sportsmen's associations or clubs.

14.3.10. ~~Grocery and party stores.~~ Retail sales establishment, small-scale convenience. (Rev. / / , Amendment #149)

14.3.11. Multiple family housing.

14.3.12. Non-essential public utility and service buildings.

14.3.13. Adult Daycare center, Assisted Living Center or Health Care Living Center. (Rev. 09/01/17, Amendment #141)

14.3.14. *Reserved for future use.* (Rev. 09/01/17, Amendment #140)

14.3.15. Public greenhouses and nurseries.

14.3.16. Offices (Rev. 09/28/11, Amendment #92)

14.3.17. Veterinary hospitals.

14.3.18. Uses which are not expressly authorized in any zoning district, either by right or by special use permit, or uses which have not been previously authorized by the Planning Commission pursuant to this subsection or corresponding subsections in other zoning districts may be allowed in this zoning district by special use permit if the Planning Commission determines that the proposed use is of the same general character as the other uses allowed in this zoning district, either by right or by special use permit, and the proposed use is in compliance with the applicable requirements of the Cheboygan County Comprehensive Plan for this zoning district. (Rev. 04/26/08, Amendment #75)

14.3.19. Planned projects subject to provisions of Section 17.28. (Rev. 10/13/16, Amendment #136)



Cheboygan County Board of Commissioners' Meeting

November 13, 2018

Title: 2019 Cheboygan County Capital Improvements Program (CIP)

Summary:

Included with this report is the 2019 Capital Improvements Program (CIP) document as approved by the Planning Commission.

The Michigan Planning Enabling Act (Act 33, 2008) requires local municipalities that have adopted a master plan to annually prepare a capital improvements program. The procedure for development and approval of the CIP is described on page 2. The Act also provides that the capital improvements program show those public structures and improvements, in general order of their priority, which in the judgment of the Planning Commission will be needed or desirable and can be undertaken within the ensuing 6-year period.

The 2019 CIP is a blueprint for planning and preparing capital improvement expenditures by the participating agencies and departments from 2019 through 2024. The inclusion of a project in a CIP will not require any public entity or department of the County to fund or complete the project(s). It is intended as a planning tool to help coordinate community planning, physical development and financial capacity.

The Planning Commission held a public hearing on the 2019 CIP on November 7, 2018. No public comment was received at the public hearing. The Planning Commission unanimously approved and forwarded the CIP after the public hearing to the Board of Commissioners.

Financial Impact: None

Recommendation: Approve the 2019 Capital Improvement Program per Planning Commission recommendation.

Prepared by: Michael Turisk
Planning Director

Department: Planning and Zoning

CHEBOYGAN COUNTY



CAPITAL IMPROVEMENT PROGRAM 2019 - 2024

Approved by the Planning Commission on November 7, 2018

Approved by the Board of Commissioners on _____

Table of Contents

Introduction.....	Page 1
Definition.....	Page 1
Procedure.....	Page 1
Project Prioritizing.....	Page 2
Project Descriptions (Needed Project Category).....	Page 3
Project Descriptions (Desirable Project Category).....	Page 16
Program Summary.....	Page 24

Introduction

The Michigan Planning Enabling Act (Act 33, 2008) requires local municipalities that have adopted a master plan to annually prepare a Capital Improvement Program, a planning tool that can coordinate community planning, financial capacity and physical development. A Capital Improvement Program may be considered a blueprint for planning capital improvement expenditures, and seek, in part, to improve quality of life and achieve a community's long-term goals. The Act provides that the Capital Improvements Program show those public structures and improvements in general order of their priority that in the judgment of the Planning Commission will be needed or desirable and can be undertaken within the ensuing 6-year period.

The inclusion of a project in a Capital Improvement Program will not require any public entity or County department to fund or complete the project. This report has been prepared and projected on a one-time cash basis that lists the potential project and its estimated cost as provided by various agencies and departments. This cash method of reporting may suggest a substantial one-time cost for many improvements. Not considered are such factors as debt amortization or shared expenses such as grants or other sources of financial aid.

The projects listed in this report should be identified or prioritized as needed or desirable by the Planning Commission and determine that they do not conflict with the adopted Master Plan.

Definition

Capital Improvements for the purposes of this Capital Improvement Program shall be defined as additions to County assets which are the result of construction or purchase of land, buildings or facilities or renovations of the same, with an estimated useful life of five (5) years or more and exceed an estimated cost of \$15,000.00.

Procedure

- a) The staff of the Planning and Zoning Department gathers project information from agencies and departments within the County for inclusion in the CIP.
- b) The proposed projects are reviewed by the Planning Commission.
- c) Agency and department representatives may provide reports to the Planning Commission by request.
- d) Staff will present the draft CIP to the Planning Commission for review. The Planning Commission will elect which projects should be included in the CIP and place identified projects in order of priority.
- e) The Planning Commission will hold a public meeting on the draft CIP and may make changes to the draft CIP accordingly.
- f) The Planning Commission will forward the final draft CIP, along with a recommendation, to the County Board of Commissioners.
- g) The County Board of Commissioners will approve, modify or reject with rationale, the CIP.
- h) The Planning Commission will annually update the CIP by employing the aforementioned procedure.

Project Prioritizing

Projects are presented in a general order of priority in consideration of factors listed in the following categories:

a) Needed (essential; should do):

- Addresses an objective of the Master Plan.
- Satisfies a legal obligation.
- Corrects a condition dangerous to public health and safety.
- Reduces future operating and maintenance costs.
- Leverages local, state or federal funds.
- Prevents irreparable damage to a valuable public facility.
- Stimulates economic growth and private investment.

b) Desirable (important; could do):

- Provides a new or expanded level of service.
- Provides a facility improvement that would enhance efficiency or use with minimal or no increase in operating costs.
- Enhances cultural or natural resources.

Project Descriptions

Needed Project Category

Project Description

Project Title: Fuel Tank and Fuel Dock Replacement and Upgrade

Agency: Cheboygan County Marina

Project Type: Facility Replacement

Project Description: Existing fuel dock and fuel tank was constructed and installed in 1988. A new wood dock is proposed to replace the existing dock. Replacement of the existing fuel storage tank is also proposed.

Year(s) of Project: 2019-2020

Estimated Cost: \$800,000

Planning Commission Priority Category: Needed

Project Description

Project Title: County Building Security Windows and Doors

Agency: County Building Maintenance Department

Project Type: Facility Maintenance

Project Description: Replacement of interior windows and doors to increase security

Year(s) of Project: 2019

Estimated Cost: \$100,000

Planning Commission Priority Category: Needed

Project Description

Project Title: County Building Trim Panel/Window Replacement

Agency: Cheboygan County

Project Type: Facility Maintenance

Project Description: Replacement of panels and windows of County Building

Year(s) of Project: 2021 contingent on funding

Estimated Cost: \$550,000

Planning Commission Priority Category: Needed

Project Description

Project Title: County Building Elevator Replacement

Agency: County Building Maintenance Department

Project Type: Facility Maintenance

Project Description: Replacement of elevator

Year(s) of Project: 2020 contingent on funding

Estimated Cost: \$250,000

Planning Commission Priority Category: Needed

Project Description

Project Title: County Building Court Room, Treasurer's Office Remodel and Indigent Defense Meeting Rooms

Agency: Cheboygan County

Project Type: Facility Maintenance

Project Description: Renovation of Probate Court Room, replace carpet and modify walls in Treasurer's Office. Construct meeting rooms for public defenders to meet with clients to conform to new indigent defense standards.

Year(s) of Project: 2019

Estimated Cost: \$100,000

Planning Commission Priority Category: Needed

Project Description

Project Title: County Building Parking Lot Seal Coating

Agency: Cheboygan County

Project Type: Facility Maintenance

Project Description: The current paved parking area needs to be seal coated and striped.

Year(s) of Project: 2020

Estimated Cost: \$50,000

Planning Commission Priority Category: Needed

Project Description

Project Title: Fuel Tank Replacement

Agency: Cheboygan County

Project Type: Facility Replacement

Project Description: Replace fuel tank and pump at County Building

Year(s) of Project: 2023

Estimated Cost: \$280,000

Planning Commission Priority Category: Needed

Project Description

Project Title: County Building Drive

Agency: Cheboygan County

Project Type: Road Reconstruction

Project Description: Reconstruct County Building drive

Year(s) of Project: 2020

Estimated Cost: \$200,000

Planning Commission Priority Category: Needed

Project Description

Project Title: Sand Road Senior Center Central Air Conditioning Upgrade

Agency: Cheboygan County Council on Aging

Project Type: Facility Improvement

Project Description: The current central air conditioning system at the Sand Road Senior Center is using R-22 refrigerant and requires upgrading of the furnace and outdoor condensing units A-coil to 410A refrigerant. The EPA requires new units to be 410A.

Year(s) of Project: 2019

Estimated Cost: \$35,000

Planning Commission Priority Category: Needed

Project Description

Project Title: Sand Road Senior Center Parking lot seal coating and paving

Agency: Cheboygan County Council on Aging

Project Type: Facility Maintenance

Project Description: The current paved parking area needs to be seal coated and striped. Additionally, the area in front of the small garage has no paving and is soft and difficult to plow. Repairs to cracked areas are also needed to prevent trips/falls from unsteady seniors and a parking lot drainage basin is needed.

Year(s) of Project: 2019

Estimated Cost: \$50,000

Planning Commission Priority Category: Needed

Project Description

Project Title: Wolverine Senior Center Parking lot resurfacing

Agency: Cheboygan County Council on Aging

Project Type: Facility Improvement

Project Description: The current paved parking area needs to be resurfaced and striped. Repairs to cracked areas are also needed to prevent trips/falls from unsteady seniors.

Year of Project: 2019

Estimated Cost: \$45,000

Planning Commission Priority Category: Needed

Project Description

Project Title: Terminal Ramp Rehabilitation

Agency: Cheboygan Airport Authority

Project Type: Facility maintenance

Project Description: This project entails the asphalt paved portion of the airport lying between the Terminal and the runway. The Terminal Ramp is used for reception of arriving flights, staging departing flights, parking, and fueling. Rehabilitation of this portion of the paved area of the airport has been identified as a priority as a result of a detailed review of all asphalt surfaces.

Year(s) of Project: 2022

Estimated Cost: \$635,000

Planning Commission Priority Category: Needed

Project Description

Project Title: County Building Energy Efficiency Upgrades

Agency: County Building Maintenance

Project Type: Facility Improvement

Project Description: Several energy efficiency upgrades are planned over a three year period. The upgrades include new energy efficient valves and fixtures in the restrooms, automatic light switches were practical throughout the building, energy efficient hot water heating systems, lighting and electrical upgrades. The upgrades will reduce energy costs which will pay for the cost of Improvement over time.

Year(s) of Project: 2019 to 2022

Estimated Cost: \$15,000 each year

Planning Commission Priority Category: Needed

Project Description

Project Title: Mann Road

Agency: Cheboygan County Road Commission

Project Type: Rehabilitation

Project Description: Pallister Road to M-33 (2.54 miles). Project scope includes bituminous base crush, shape and resurface, drainage corrections, ditching and restoration.

Year(s) of Project: 2019

Estimated Cost: \$923,648

Planning Commission Priority Category: Needed

Project Description

Project Title: South Straits Highway

Agency: Cheboygan County Road Commission

Project Type: Rehabilitation

Project Description: M-68 to Wildwood Road (2.28 miles). Project includes; base crushing, shaping and resurfacing, drainage corrections, gravel shoulders and restoration.

Year(s) of Project: 2019

Estimated Cost: \$850,000

Planning Commission Priority Category: Needed

Project Description

Project Title: Parke Road

Agency: Cheboygan County Road Commission

Project Type: Rehabilitation

Project Description: End of pavement to Reams Road (.30 miles). Project includes; base crushing, shaping and resurfacing, drainage corrections, gravel shoulders and restoration.

Year(s) of Project: 2019

Estimated Cost: \$100,000

Planning Commission Priority Category: Needed

Project Description

Project Title: Reams Road

Agency: Cheboygan County Road Commission

Project Type: Rehabilitation

Project Description: Parke Road to Pickerel Lake Road (1.3 miles) Project includes; base crushing, shaping and resurfacing, drainage corrections, gravel shoulders and restoration.

Year(s) of Project: 2019

Estimated Cost: \$460,000

Planning Commission Priority Category: Needed

Project Description

Desirable Project Category

Project Description

Project Title: Terminal Renovation and Expansion

Agency: Cheboygan Airport Authority

Project Type: Facility Addition and Maintenance

Project Description: The terminal renovation project is proposed to expand and upgrade the existing facility as well as incorporate maintenance items. Maintenance items include carpet, windows, heating and doors. The project also proposes to add office and meeting space as well as a pilot lounge area.

Year(s) of Project: 2020

Estimated Cost: \$240,000

Planning Commission Priority Category: Desirable