



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

April 12, 2016

9:30 a.m.

Agenda

1. Call to Order
2. Roll Call
3. Invocation/Pledge of Allegiance
4. **Approve Agenda**
5. **Approve Consent Agenda**
 - A. Approve Monthly Finance Claims
 - B. Budget Adjustments
 - C. Fairgrounds Usage Agreements
 1. Relay for Life
 2. Cheboygan Conservation District
 3. Cheboygan Area Jaycees
 - D. Correspondence
 1. Letter from Marquette County Regarding Appointment to the State Tax Tribunal
 2. Kalkaska County Resolution Opposing US EPA & Corps of Engineers Proposed Rule Expanding the Definition of "Waters of the United States"
 3. Kalkaska County Resolution Opposing HB 5016
 4. Marquette County Resolution Urging State Transparency
 5. NEMCOG Notice of Intent by Burt Township to Apply for Assistance From Michigan Department of Natural Resources Trust Fund
 6. NEMCOG Regional Project Review March 2016
 7. NEMSCA Foster Grandparent Volunteer Program NEMCOG – Draft 2015-2020 Comprehensive
 - E. Minutes:
 1. Committee of the Whole Meeting of February 23, 2016, Finance/Business Meeting of March 8, 2016 and Committee of the Whole Meeting of March 22, 2016
 2. Health Board – 2/16/16
 3. NEMCOG – 2/18/16
 4. NEMCSA – 3/04/16
 5. North Country Community Mental Health – 2/18/16
 6. Cheboygan County Fair Board – 2/01/16
 7. Cheboygan City Council – 1/12/16, 1/26/16, 2/23/16 & 3/9/16
 8. Planning Commission Meeting – 3/2/16 & 3/16/16
6. **Brief Citizens Comments – (3 minutes per person)**
7. **Scheduled Visitors**
 - A. Certificate of Appreciation for Patrick Charboneau (31+ years in Sheriff's Department)
8. **Finance Director's Report**
9. **Administrator's Report**
10. **Committee Reports**
11. **Old Business**
12. **New Business**
 - A. Policy Revisions: Policy #500-4 Retirement
 - B. Veterans Services Officer Employment Agreement – Richard Wiles
 - C. AIA Agreement – Wolverine Senior Center Re-roof Bid Award
 - D. Fairgrounds Usage Agreement – National Barrel Horse Association MI 02
13. **Citizens Comments**
14. **Board Member Comments**
15. **Adjourn to the Call of the Chair**



JK

Cheboygan County Board of Commissioners' Meeting April 12, 2016

Title: Budget Adjustments – Raise Revenues and Expenditures

Summary:

General Fund – Fund 101

Department 301

On March 9, 2016, the Sheriff's Department received a Medical Marijuana Operation and Oversight Grant award from the State of Michigan, Bureau of Professional Licensing to be used for education, communication and enforcement of the Michigan Medical Marijuana Act. This grant was not included in the original budget as it wasn't applied for until late December 2015 under the Sheriff's signature. This grant is 100% reimbursable – no local match is required. This budget adjustment raises the State Grant revenue line item and Equipment - New expenditure line item by \$7,386.

P A 302 Training Fund – Fund 107

The Sheriff's Department is requesting to use fund balance accumulated in prior years to pay for undersheriff and road patrol training in the current year. This budget adjustment raises the Fund Equity revenue line item and the Employee Training expenditure line item by \$605.

Building Safety Fund – Fund 249 and General Fund – Fund 101

From 2010 through 2014, insufficient permit revenue required a 20% transfer from the General Fund to prevent deficit fund balance in the Building Safety Fund. In 2015, the Building Safety Fund had net income in the amount of \$40,799.78. This budget adjustment will provide for repayment of a portion of the \$387,957.99 current due to the General Fund. This budget adjustment raises the Fund Equity revenue line item and the Transfer Out expenditure line item in the Building Safety Fund by \$40,800. It also raises the Transfer In revenue line item and the Carried Forward Fund Equity expenditure line item in the General Fund by \$40,800.

Financial Impact:

Fund 101 total budget increase of \$48,186

Fund 107 total budget increase of \$605

Fund 249 total budget increase of \$40,800

Recommendation:

Motion to approve the budget adjustments to raise revenues and expenditures for \$89,591 in the line items provided in the following attachments.

Prepared by: Kari Kortz

Department: Finance

03/09/16

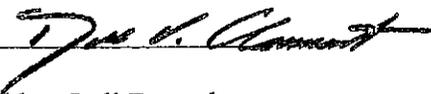
RAISE REVENUE AND EXPENDITURE

302 Training Fund

107-400-699.00	\$605.00+
Fund equity	

107-301-957.00	\$605.00+
Employee training	

Adjustment for employee training

Signed 

Prepared by: Jodi Beauchamp

Approved at the 4/12/16 BOC Mtg.

(NW)

4/1/2016

RAISE REVENUE AND EXPENDITURE

General Fund - Fund 101 - Sheriff - State Grants

101-400-554.00	\$7,386.00 +
State Grant	

101-301-970.01	\$7,386.00 +
Equipment - New	

Signed: Approved at the 4/12/16 BOC Meeting

Prepared by: Kari Kortz

A handwritten signature, possibly 'Kari', enclosed in a hand-drawn circle.

3/30/2016

RAISE REVENUE AND EXPENDITURE

General Fund - Fund 101

101-400-699.99 \$40,800.00 +
Transfer In

101-700-955.01 \$40,800.00 +
Carried Forward Fund Equity

Building Safety Fund - Fund 249

249-400-699.00 \$40,800.00 +
Fund Equity

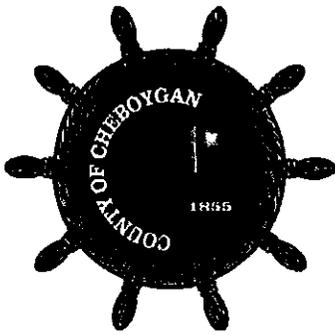
249-371-999.00 \$40,800.00 +
Transfer Out

Signed: Approved at the 4/12/16 BOC Meeting

Prepared by: James Manko



Post Date: 03/01/16



92

Cheboygan County Board of Commissioners' Meeting

April 12, 2016

Title: Fairgrounds Event Agreements

Summary: I have two Fairgrounds events to be approved. They are events that are scheduled every year and have been before the County board in the past.

Relay For Life: The American Cancer Society would like to use the quanset barn, midway and two other barns June 3rd, 4th, and 5th, 2016 to hold their fund raising event.

Cheboygan Conservation District: would like to use building 5 April 19th, through the 23rd, 2016 for their annual tree sale.

Financial Impact: These groups are nonprofit organizations and they are considered County Adult Nonprofit in our Fairgrounds Policy, therefore they will not be charged for the use of the Fairgrounds.

Recommendation: Approve Event Agreements as presented and authorize Chair to sign.

Prepared by: Tim Mason

Department: Maintenance

FAIRGROUND EVENT AGREEMENT

THIS AGREEMENT is entered into by the parties to be effective on 3-14-16, between Cheboygan County, a Michigan political subdivision, whose address is 870 South Main Street, Cheboygan, Michigan 49721 ("County") and American Cancer Society Relay For Life of Cheboygan County, whose address is 1480 W. Center Rd., Suite 1, Essexville MI 48732 (Event Holder).

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

1. DESCRIPTION

The County hereby agrees to allow Event Holder to use the Cheboygan County Fairgrounds, including the following buildings and areas: (all) (the "Property") for the following period: June 3-4-5, 2016 (the "Event Period").

2. POSSESSION AND USE OF PROPERTY

Event Holder may only use the Property during the Event Period for the following purpose(s): Relay For Life

3. FEE AND DEPOSIT

The Event Holder shall pay to the County a fee of (\$ 0) for the use of the Property no less than four (4) weeks prior to the date of the Event Period. Provided, however, at the time this Agreement is signed the Event Holder shall pay to the County a non-refundable deposit equal to 25% of the fee specified herein, or \$100.00, whichever is greater. The Event Holder shall be given a credit toward the payment of the fee specified herein in the amount of the deposit paid.

4. ASSIGNMENT

This Agreement may not be assigned, in whole or in part, by the Event Holder.

5. REPAIR AND MAINTENANCE

Event Holder shall leave the Property in the same condition as the date that the Event is held.

6. IMPROVEMENTS

Event Holder shall not make any improvements to the Property unless it is approved in advance by the County Administrator in writing. The decision whether or not to authorize any improvements shall be by the County Administrator in the exercise of his

or her absolute discretion. If any improvements are authorized by the County Administrator, the improvements shall be done at the expense of the Event Holder and under such conditions as shall be set by the County Administrator.

7. FAIRGROUNDS USAGE & FEES POLICY

The Event Holder hereby agrees to fully comply with the terms and conditions of the Cheboygan County Fairgrounds Usage & Fees Policy, attached hereto and incorporated herein by reference.

8. INSURANCE

No less than eight (8) weeks before the Event Period begins the Event Holder shall provide to the County a certificate of insurance coverage meeting the requirements of the Cheboygan County Fairgrounds Usage & Fees Policy. Notwithstanding the requirements of the Cheboygan County Fairgrounds Usage & Fees Policy, the County Administrator, in consultation with the County's insurance provider, shall have the authority to require additional insurance coverage or higher liability limits based on the specific event to be held. Any such additional coverage or higher liability limits shall be specified in writing, signed by both parties, and attached to this Agreement.

9. INDEMNIFICATION

The Event Holder shall indemnify and hold harmless the County, the Cheboygan County Fair, and their officers, agents, employees, volunteers, insurance companies, successors, and assigns for any claims made or damages in any way arising from Event Holder's use of the Property, violation of this Agreement, or violation of the Cheboygan County Fairgrounds Usage & Fees Policy, including the costs of any litigation or other legal proceeding and reasonable attorneys fees. This provision shall apply to any claims by the Event Holder, its agents or any third party.

10. MISCELLANEOUS

- a. The Property shall not be used for any unlawful purpose.
- b. The Event Holder shall abide by all state and local laws in respect to the operation of the activities authorized in Paragraph 2 above on the Property and in respect to the manner in which it uses the Property.
- c. The Event Holder acknowledges that it has examined the Property prior to the execution of this Agreement, or has had an opportunity to do so, and that it knows the condition thereof. The Event Holder acknowledges that all representations as to the condition of the Property or the state of repairs thereof have been made by the County or its agent. Any representations regarding the Property are only set forth in this Agreement and the Cheboygan County Fairgrounds Usage & Fees Policy. The Event Holder specifically accepts the Property in its present condition at the date of the execution of this Agreement and accepts the Property as being suitable for the activities authorized in Paragraph 2 above.

- d. This Agreement has been approved in advance by the Event Holder, and the Event Holder has or has had the opportunity to review this Agreement with legal counsel. If the Event Holder is a corporation, limited liability company, or other legal entity, its execution of this Agreement has been approved in advance in accord with its bylaws or organizational documents, and the party executing on behalf of the Event Holder has the legal authority to do so and to bind the Event Holder.
- e. If any provisions of this Agreement shall be declared invalid or unenforceable, the remainder of the Agreement shall continue in full force or effect.
- f. This Agreement contains the entire agreement between the parties and any subsequent agreement made hereafter shall be ineffective to change, modify or discharge this Agreement, either in whole or in part, unless such an agreement is in writing and signed by the party against whom enforcement of the change, modification or discharge is sought.

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

CHEBOYGAN COUNTY

By: _____

Its: Chairperson of the Cheboygan
County Board of Commissions

EVENT HOLDER:

Molly Paquin
231-420-3518
molly.paquin@cancer.org

FAIRGROUND EVENT AGREEMENT

THIS AGREEMENT is entered into by the parties to be effective on February 19, 2016, between Cheboygan County, a Michigan political subdivision, whose address is 870 South Main Street, Cheboygan, Michigan 49721 ("County") and Cheboygan Conservation District, whose address is 870 S. Main, Cheboygan (Event Holder).

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

1. DESCRIPTION

The County hereby agrees to allow Event Holder to use the Cheboygan County Fairgrounds, including the following buildings and areas: Building #5 (the "Property") for the following period: April 19-23, 2016 (the "Event Period").

2. POSSESSION AND USE OF PROPERTY

Event Holder may only use the Property during the Event Period for the following purpose(s): District Spring Tree Sale

3. FEE AND DEPOSIT

The Event Holder shall pay to the County a fee of (\$ _____) for the use of the Property no less than four (4) weeks prior to the date of the Event Period. Provided, however, at the time this Agreement is signed the Event Holder shall pay to the County a non-refundable deposit equal to 25% of the fee specified herein, or \$100.00, whichever is greater. The Event Holder shall be given a credit toward the payment of the fee specified herein in the amount of the deposit paid.

4. ASSIGNMENT

This Agreement may not be assigned, in whole or in part, by the Event Holder.

5. REPAIR AND MAINTENANCE

Event Holder shall leave the Property in the same condition as the date that the Event is held.

6. IMPROVEMENTS

Event Holder shall not make any improvements to the Property unless it is approved in advance by the County Administrator in writing. The decision whether or not to authorize any improvements shall be by the County Administrator in the exercise of his

or her absolute discretion. If any improvements are authorized by the County Administrator, the improvements shall be done at the expense of the Event Holder and under such conditions as shall be set by the County Administrator.

7. FAIRGROUNDS USAGE & FEES POLICY

The Event Holder hereby agrees to fully comply with the terms and conditions of the Cheboygan County Fairgrounds Usage & Fees Policy, attached hereto and incorporated herein by reference.

8. INSURANCE

No less than eight (8) weeks before the Event Period begins the Event Holder shall provide to the County a certificate of insurance coverage meeting the requirements of the Cheboygan County Fairgrounds Usage & Fees Policy. Notwithstanding the requirements of the Cheboygan County Fairgrounds Usage & Fees Policy, the County Administrator, in consultation with the County's insurance provider, shall have the authority to require additional insurance coverage or higher liability limits based on the specific event to be held. Any such additional coverage or higher liability limits shall be specified in writing, signed by both parties, and attached to this Agreement.

9. INDEMNIFICATION

The Event Holder shall indemnify and hold harmless the County, the Cheboygan County Fair, and their officers, agents, employees, volunteers, insurance companies, successors, and assigns for any claims made or damages in any way arising from Event Holder's use of the Property, violation of this Agreement, or violation of the Cheboygan County Fairgrounds Usage & Fees Policy, including the costs of any litigation or other legal proceeding and reasonable attorneys fees. This provision shall apply to any claims by the Event Holder, its agents or any third party.

10. MISCELLANEOUS

- a. The Property shall not be used for any unlawful purpose.
- b. The Event Holder shall abide by all state and local laws in respect to the operation of the activities authorized in Paragraph 2 above on the Property and in respect to the manner in which it uses the Property.
- c. The Event Holder acknowledges that it has examined the Property prior to the execution of this Agreement, or has had an opportunity to do so, and that it knows the condition thereof. The Event Holder acknowledges that all representations as to the condition of the Property or the state of repairs thereof have been made by the County or its agent. Any representations regarding the Property are only set forth in this Agreement and the Cheboygan County Fairgrounds Usage & Fees Policy. The Event Holder specifically accepts the Property in its present condition at the date of the execution of this Agreement and accepts the Property as being suitable for the activities authorized in Paragraph 2 above.

- d. This Agreement has been approved in advance by the Event Holder, and the Event Holder has or has had the opportunity to review this Agreement with legal counsel. If the Event Holder is a corporation, limited liability company, or other legal entity, its execution of this Agreement has been approved in advance in accord with its bylaws or organizational documents, and the party executing on behalf of the Event Holder has the legal authority to do so and to bind the Event Holder.
- e. If any provisions of this Agreement shall be declared invalid or unenforceable, the remainder of the Agreement shall continue in full force or effect.
- f. This Agreement contains the entire agreement between the parties and any subsequent agreement made hereafter shall be ineffective to change, modify or discharge this Agreement, either in whole or in part, unless such an agreement is in writing and signed by the party against whom enforcement of the change, modification or discharge is sought.

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

CHEBOYGAN COUNTY

By: _____

Its: Chairperson of the Cheboygan
County Board of Commissions

EVENT HOLDER:

Peggy Bannatne
District Manager



Cheboygan County

Board of Commissioners' Meeting

April 12, 2016

Title: Cheboygan Jaycees Fairground Use Agreement

Summary: The Cheboygan Jaycees have requested the use of the Fairgrounds for sale of food, beer and soft drinks from June 23 to June 26, 2016 in conjunction with the Wanigan Race events. The sale of alcohol on the fairgrounds is permitted except during the week of the Fair. Cheboygan Jaycees to provided necessary liability insurance and obtain a sales license for the event from the Michigan Liquor Control Commission.

Financial Impact: NA

Recommendation: Approve Jaycees Request consistent with County Fairground's Use Policy to permit the sale of food, beer and soft drinks from June 23 to June 26, 2016 in conjunction with Wanigan Race events.

Prepared by: Jeffery B. Lawson

Department: Administration

FAIRGROUND EVENT AGREEMENT

THIS AGREEMENT is entered into by the parties to be effective on April 4, 2016, between Cheboygan County, a Michigan political subdivision, whose address is 870 South Main Street, Cheboygan, Michigan 49721 ("County") and the Cheboygan Area Juices (Ashley Brandt), whose address is PO Box 292 Cheboygan MI 49721 (Event Holder).

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

1. DESCRIPTION

The County hereby agrees to allow Event Holder to use the Cheboygan County Fairgrounds, including the following buildings and areas: south east of fairway - groomers barn - campground (the "Property") for the following period: June 23 - Set up (the "Event Period").
June 24 - beer tent, dinner, entertainment, bonfire
June 25 - beer tent, dinner, awards, entertainment
June 26 - Community Breakfast & clean up

PLEASE SEE PAGE 3

2. POSSESSION AND USE OF PROPERTY

Event Holder may only use the Property during the Event Period for the following purpose(s): June 23 - June 26 2016

3. FEE AND DEPOSIT

The Event Holder shall pay to the County a fee of (\$ 0) for the use of the Property no less than four (4) weeks prior to the date of the Event Period. Provided, however, at the time this Agreement is signed the Event Holder shall pay to the County a non-refundable deposit equal to 25% of the fee specified herein, or \$100.00, whichever is greater. The Event Holder shall be given a credit toward the payment of the fee specified herein in the amount of the deposit paid.

4. ASSIGNMENT

This Agreement may not be assigned, in whole or in part, by the Event Holder.

5. REPAIR AND MAINTENANCE

Event Holder shall leave the Property in the same condition as the date that the Event is held.

6. IMPROVEMENTS

Event Holder shall not make any improvements to the Property unless it is approved in advance by the County Administrator in writing. The decision whether or not to authorize any improvements shall be by the County Administrator in the exercise of his

or her absolute discretion. If any improvements are authorized by the County Administrator, the improvements shall be done at the expense of the Event Holder and under such conditions as shall be set by the County Administrator.

7. FAIRGROUNDS USAGE & FEES POLICY

The Event Holder hereby agrees to fully comply with the terms and conditions of the Cheboygan County Fairgrounds Usage & Fees Policy, attached hereto and incorporated herein by reference.

8. INSURANCE

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9. INDEMNIFICATION

The Event Holder shall indemnify and hold harmless the County, the Cheboygan County Fair, and their officers, agents, employees, volunteers, insurance companies, successors, and assigns for any claims made or damages in any way arising from Event Holder's use of the Property, violation of this Agreement, or violation of the Cheboygan County Fairgrounds Usage & Fees Policy, including the costs of any litigation or other legal proceeding and reasonable attorneys fees. This provision shall apply to any claims by the Event Holder, its agents or any third party.

10. MISCELLANEOUS

- a. The Property shall not be used for any unlawful purpose.
- b. The Event Holder shall abide by all state and local laws in respect to the operation of the activities authorized in Paragraph 2 above on the Property and in respect to the manner in which it uses the Property.
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- e. If any provisions of this Agreement shall be declared invalid or unenforceable, the remainder of the Agreement shall continue in full force or effect.
- f. This Agreement contains the entire agreement between the parties and any subsequent agreement made hereafter shall be ineffective to change, modify or discharge this Agreement, either in whole or in part, unless such an agreement is in writing and signed by the party against whom enforcement of the change, modification or discharge is sought.

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

CHEBOYGAN COUNTY

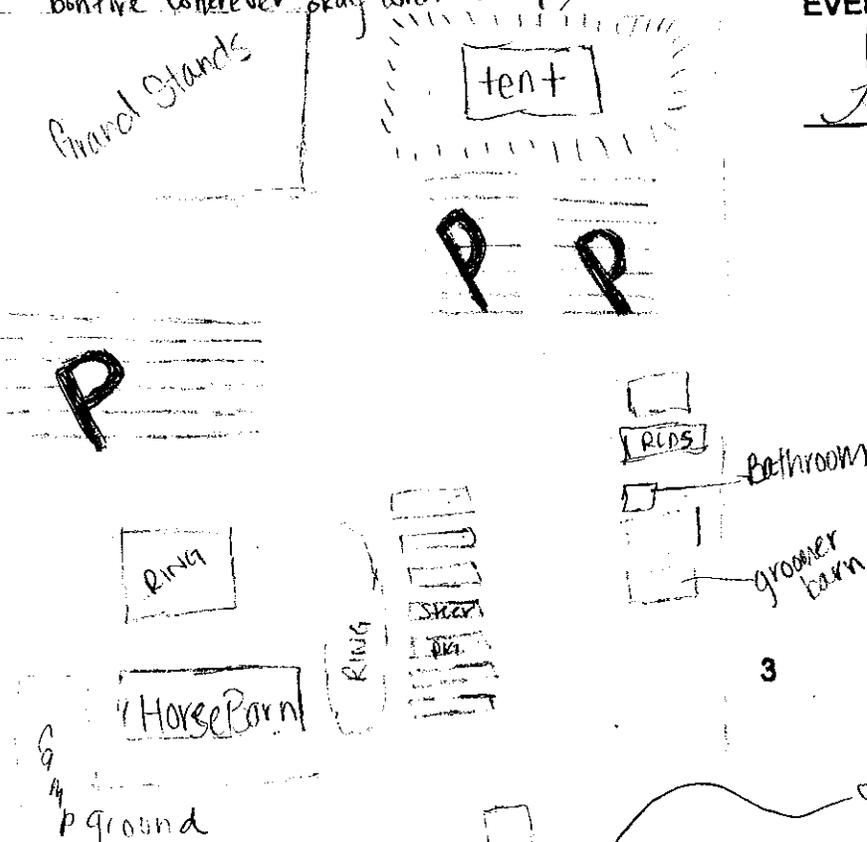
By: _____

Its: Chairperson of the Cheboygan County Board of Commissions

EVENT HOLDER:

Brandt
 President Cheboygan Area Jaycees
 420-2567

We ask to use the fairgrounds as described in the parking area south east of fairgrounds. Groomer barn to lock items up at night. Compadroom to camp. If bathrooms could be used it would be helpful. We would like to have a community bonfire wherever okay with county.





County of Marquette
BOARD OF COMMISSIONERS

Courthouse Complex
Marquette, Michigan 49855
Phone: (906) 225-8151
Fax: (906) 225-8155
www.co.marquette.mi.us

Gerald O. Corkin, *Chairman*

Bruce Heikkila, *Vice-Chair*
Karen Alholm
Bill Nordeen
Johnny DePetro
Joe Derocha

March 9, 2016

The Honorable Rick Snyder
Governor
P.O. Box 30013
Lansing, MI 48909

RECEIVED

MAR 17 2016

CHEBOYGAN CO. CLERK

Dear Governor Snyder:

It has come to our attention that Marcus Abood was recently reappointed to the Michigan Tax Tribunal. For the reasons discussed below, we oppose this appointment and ask the appointment be withdrawn. We urge you to fill the At Large position with qualified assessors who show an understanding of both residential and commercial assessing.

Mr. Abood was a judge of the decision in *Home Depot v Breitung Township*. In that decision, Mr. Abood approved the use of sales of vacant properties to value a new Home Depot. The Home Depot serves as a regional market and is within a very competitive commercial strip. Yet, the vacant properties that Mr. Abood used were outside of the U.P. and were deed restricted abandoned properties. Mr. Abood reached a valuation for Home Depot stores (\$25 per square foot) that is not found anywhere in the United States. In Home Depot's home state of Georgia, the same stores have an average value of \$65 per square foot, roughly the same average value that is found in Wisconsin.

Mr. Abood has gone further and determined in the *Menards v City of Escanaba* case that seller-imposed deed restrictions do not affect marketing of the property or its sale price. Mr. Abood is the only tax professional, litigant or judge, to have adopted this point of view. This view is contrary to Michigan law.

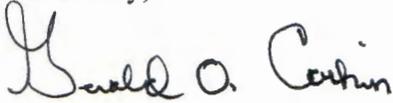
Mr. Abood is notable for his rejection of traditional methods of assessment, either because he does not understand assessing or because of his bias.

The appointment appears to reject the concerns of local government that the Tribunal has become biased and that Tribunal decisions are far outside the range of reasonable decisions and valuations found anywhere in the United States. These concerns have been voiced in the newspapers in Michigan and outside the state for over a year. We hope that your office simply made a mistake and urge the withdrawal Mr. Abood's appointment.

The Honorable Rick Snyder
March 9, 2016
Page Two

We have urged our legislators to have the Senate hold a hearing and deny its consent to Mr. Abood's appointment. The lack of qualified persons in the executive branch of government causes serious damage to local units. The damage done by the policies embraced by Mr. Abood will have a lasting effect on local government throughout the State of Michigan. It is our hope that Mr. Abood does not represent your view of local government or a rejection of the assessment practices from the State Tax Commission. At the point when a legislative fix may be on the horizon, the last thing the State of Michigan needs is to add to the irreparable harm that has already been caused by Mr. Abood.

Sincerely,

A handwritten signature in cursive script that reads "Gerald O. Corkin". The signature is written in dark ink and is positioned above the printed name.

Gerald O. Corkin, Chairman
Marquette County Board of Commissioners

**KALKASKA COUNTY BOARD OF COMMISSIONERS
EPA AND ARMY CORP OF ENGINEERS IMPLEMENTATION FOR REGULATION FOR
DEFINED WATERS OF THE US UNDER THE CLEAN WATER ACT
RESOLUTION #2016-10**

WHEREAS, in August 2015, the U.S. Environmental Protection Agency (EPA) and the Army Corps of Engineers (Corps) implemented a regulation for the Definition of Waters of the U.S. under the Clean Water Act, which has since been temporarily halted by the 6th U.S. Circuit Court of Appeals; and

WHEREAS, both agencies are seeking a rule change to give the federal government more authority by expanding the definition of “navigable waters” in the Clean Water Act; and

WHEREAS, the rule change would subject almost all physical areas with a connection to downstream navigable waters, including features such as ditches , natural or man-made ponds and flood plains, to the jurisdiction of the Clean Water Act; and

WHEREAS, that under the rule change, Michigan’s Wetlands Law will be in violation of the Clean Water Act; and

WHEREAS, if Michigan loses delegated authority and must work directly with the Corps, the agency can take months or years to answer a permit application, and can even deny permits with impunity; and

WHEREAS, the change will cause significant harm to local farmers, stall the development of businesses, take control of land used for sustainable food production out of our local providers’ hands, and negatively impact county-owned and maintained infrastructure such as roadside ditches and county drains; and

WHEREAS, Michigan has robust programs to protect water quality in our state; and

WHEREAS, the rule change would bring enormous costs to our farms, municipalities and taxpayers.

THEREFORE, in consideration of the foregoing, BE IT RESOLVED that the Kalkaska County Board of Commisioners of Kalkaska County wholly support preventing the furtherance of the U.S. Environmental Protection Agency and the Army Corps of Engineers proposed rule expanding the definition of “Waters of the United States” and requiring these agencies to work with state and local governments on rule development; and

BE IT FURTHER RESOLVED that copies of this Resolution be provided to all Michigan counties, Gov. Rick Snyder, the Michigan Association of Counties and representative members of the Michigan congressional delegation.

Approved at a meeting of the Kalkaska County Board of Commissioners held in compliance with Act 267, Public Acts of Michigan, 1976, as amended on this 9th day of March, 2016.

Motion by Fisher. Supported by Cox. 6 yeas. 0 nays. 1 absent. Carried.


Stuart McKinnon, Chairman
Kalkaska County Board of Commissioners

STATE OF MICHIGAN)
)ss
COUNTY OF KALKASKA)

I, the undersigned, the duly qualified and acting Clerk of the County of Kalkaska, State of Michigan, do hereby certify that the foregoing is a true and complete copy of proceedings taken at a regular meeting of the Board of Commissioners of said County, held on the 9th day of March, 2016, the original of which is on file in my office.



Deborah Hill
Clerk, County of Kalkaska

**KALKASKA COUNTY BOARD OF COMMISSIONERS
OPPOSING HB 5016 REGULATION OF PUBLIC RIGHT-OF-WAYS REQUIRING ONE
YEAR NOTICE FROM LOCAL GOVERNMENTS/MDOT TO LICENSEES UNDER MTA
RESOLUTION #2016-11**

WHEREAS, HB 5016 would amend Section 13 of Public act 368 of 1925, which regulates the use of public right of ways along roads by requiring local governments and the Michigan Department of Transportation (MDOT) to give a one year notice to entities licensed under the Michigan Telecommunications Act (MTA) of any plan to relocate any in ground or above ground utilities or transmission lines; and

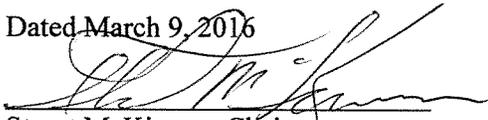
WHEREAS, these licensed entities already benefit from the free use of public right of ways that would cost them significant amount of money if they were required to purchase use of said public right of ways; and

WHEREAS, requiring local governments and MDOT to notify the entities one year in advance of any relocation of utilities or transmission lines is unnecessary, burdensome potentially costly, and punitive to the extent that it levies a fine in the form of paying for relocation costs for failure to timely notify the entities; now

THEREFORE, BE IT RESOLVED that the Kalkaska County Board of Commissioners firmly opposes HB 5016 and respectfully asks the support of Senator Casperson and Representative Kivela in our opposition; and

THEREFORE, BE IT RESOLVED that a copy of this resolution be forwarded to all Michigan counties, Governor Rick Snyder, the Michigan Association of Counties and representative members of the Michigan congressional delegation.

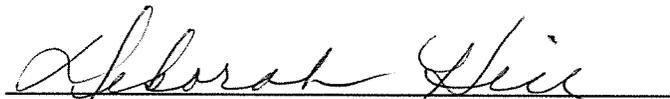
Dated March 9, 2016



Stuart McKinnon, Chairman
Kalkaska County Board of Commissioners

STATE OF MICHIGAN)
)ss
COUNTY OF KALKASKA)

I, the undersigned, the duly qualified and acting Clerk of the County of Kalkaska, State of Michigan, do hereby certify that the foregoing is a true and complete copy of proceedings taken at a regular meeting of the Board of Commissioners of said County, held on the 9th day of March, 2016, the original of which is on file in my office.



Deborah Hill
Clerk, County of Kalkaska

Resolution Urging State Transparency

WHEREAS, in 2015, the Center of Public Integrity and Global Integrity conducted a national study of state ethics and transparency laws and safeguards, in which the State of Michigan was ranked last; and,

WHEREAS, some of the reasons cited for the State's poor ranking was weak public records laws and the absence of laws requiring personal financial disclosures by lawmakers and top state officials; and,

WHEREAS, another glaring issue cited was the exemption of the governor and the legislature from state open records laws; and,

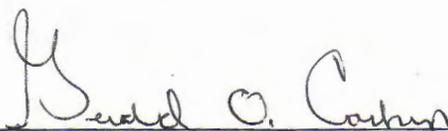
WHEREAS, the State has required transparency from local municipalities through EVIP and CIP, yet the State has chosen to not take the opportunity to lead by example; and,

WHEREAS, this Board feels it is time that State lawmakers and top officials stop exempting themselves from the laws that they expect others to follow; now,

THEREFORE, BE IT RESOLVED that the Marquette County Board of Commissioners urges State lawmakers and top officials to stop the hypocrisy of exempting themselves from the laws that they enact for the governance of the State of Michigan, of which they are included; and,

BE IT FURTHER RESOLVED that a copy of this Resolution be forwarded to all Michigan counties, Senator Tom Casperson, Representative John Kivela, Representative Scott Dianda, Representative Ed McBroom, Governor Rick Snyder, and all Michigan Association of Counties.

Adopted this 9th day of March, 2016.



Gerald O. Corkin, Chairman
Marquette County Board of Commissioners

RECEIVED

MAR 17 2016

CHEBOYGAN CO. CLERK



80 Livingston Blvd., P.O. Box 457
Gaylord, Michigan 49734
989-705-3730
www.nemcog.org

PROJECT REVIEW
(A-95)

March 30, 2016

Mary Ellen Tryban, County Clerk
870 South Main St
PO 70
Cheboygan, MI 49721

RECEIVED

APR 01 2016

CHEBOYGAN CO. CLERK

SUBJECT: Notice of Intent by Burt Township to apply for assistance from Michigan Department of Natural Resources Trust Fund which may impact upon the plans and programs of your agency.

The Northeast Michigan Council of Governments has been designated a Regional Clearinghouse by the governor of the State of Michigan, pursuant to OMB Circular A-95. The Regional Clearinghouse is hereby taking the opportunity to notify you of an intended project which may have impact on the plans and programs of your agency. **Please Share this notice with your Board.**

Pursuant to OMB Circular A-95, NEMCOG has 30 days in which to secure any comments regarding proposed projects which may affect plans and programs of any agency or unit of government. This is as much information as is presently available to NEMCOG. If you desire further information on the aforementioned project, please contact the Applicant Agency. Please respond by completing items (A), (B), (C), and (E) on the reverse side of this memo. If additional space is needed, attach a separate sheet. Should you request an extension of time to comment, complete items (A), (B), (C), (D), and (E). (You have up to 10 days.)

Should there be a conflict, please contact this agency immediately.

Should there be any questions regarding the Project Review (A-95) process, do not hesitate to contact this office.

A timely response will be appreciated.

Sincerely,

Theresa M. Huff
A-95 Staff Coordinator

NORTHEAST MICHIGAN COUNCIL OF GOVERNMENTS

RESPONSE TO PROPOSED PROJECT BY AFFECTED AGENCY

Regional Clearinghouse Project Identification Number: 16033002 Date Received: 03/30/16

Applicant's Project Title: Burt Lake Non-Motorized Trail Development, Phase 2

Applicant Agency Name: Burt Township

Federal Funds		State Funds		Other Funds	Total
Grants	Loans	Grants	Loans		
\$735,000	\$	\$300,000	\$	\$75,000	\$1,110,000

Federal or State Program Name: Michigan Natural Resources Trust Fund

Federal or State Agency Name: MDNR

RESPONDING AGENCY'S COMMENTS

(A) Unit or Agency Name: _____

(B) Comments on proposed project. Use extra sheet if necessary:

(C) Type of Unit or Agency: _____

(D) Respondent requests a _____ day extension.

Reason extension required:

(E) _____
AUTHORIZED SIGNATURE TITLE DATE



NOTICE OF INTENT FOR RECREATION GRANT PROJECTS

This information is requested by authority of Part 19, Act 451 of 1994, to be considered for a MNRTF grant.

1. Name of Project: Burt Lake Non-Motorized Trail Development, Phase 2		2. Date: March 11, 2016								
3a. Identity of the applicant agency, organization, or individual: Burt Township, Cheboygan County, Michigan		3b. Indicate below the representative of the applicant to contact for additional information regarding this Notice: <table border="1"> <tr><td>Name</td><td>Harold Koviak, Township Supervisor</td></tr> <tr><td>Address (Street / PO Box)</td><td>4271 E. Burt Lake Road</td></tr> <tr><td>City, State, ZIP Code</td><td>Cheboygan, MI 49721</td></tr> <tr><td>Telephone</td><td>(231) 238-9962</td></tr> </table>	Name	Harold Koviak, Township Supervisor	Address (Street / PO Box)	4271 E. Burt Lake Road	City, State, ZIP Code	Cheboygan, MI 49721	Telephone	(231) 238-9962
Name	Harold Koviak, Township Supervisor									
Address (Street / PO Box)	4271 E. Burt Lake Road									
City, State, ZIP Code	Cheboygan, MI 49721									
Telephone	(231) 238-9962									
4a. Agency from which assistance will be sought: <input type="checkbox"/> Michigan Department of Natural Resources		Name of Program: <input type="checkbox"/> Michigan Natural Resources Trust Fund Public Law or USC#: Part 19 of Act 451 of 1994								
5. Estimated Cost: FEDERAL: \$735,000 STATE: \$300,000 OTHER: \$75,000 TOTAL: \$1,110,000		6. Estimated date by which time the applicant expects to formally file an application: April 1, 2016 7. Geographic location of the project to be assisted: (indicate specific location as well as city or county. Attach map if necessary). West Burt Lake Road from Hogsback Road to Riggsville Road, Riggsville Road to East Burt Lake Road and East Burt Lake Road to West Birchwood Road.								
8. Brief description of the proposed project. This will help the clearinghouse identify agencies of state or local government having plans, programs, or projects that might be affected by the proposed project:										
8a. Type of project: 3.1 miles of 10 foot wide, separated from the roadway, non-motorized paved trail for bikers, pedestrians and other non-motorized users.										
8b. Purpose: To provide bicyclists, pedestrians and other non-motorized traffic with a safe recreational opportunities in the Burt Lake area. The trail will also ultimately provide linkage to other area trails which area; Petoskey to Mackinaw City trail, the North Central State and associated Iron Belle trail system.										
8c. General size or scale: The final development of the trail is approximately 4.6 miles. This phase 2 is planned at 3.1 miles, with the final phase 3 planned at 1.5 miles										
8d. Beneficiaries (persons or institutions benefited): Residents of Burt Township, Munro Township, Mullett Township, other surrounding areas, Cheboygan County, State of Michigan and visitors from outside the area.										
8e. Indicate the relationship of this project to plans, programs, and other activities of your agency and other agencies (attach separate sheet if necessary) The long range plan for this trail around Burt Lake is to provide connection to the Petoskey to Mackinaw City trail, the North Central State and the associated Iron Belt Trail system. This plan is supported by all the surrounding communities, Cheboygan County and Emmett County.										



Regional Project Review For March, 2016

Region 9 Federal Grant Applications

#	Total	From	Applicant	Project
1	\$40,000	DOA	Alpena County	Alpena County Home Improvement Program has applied for a grant from USDA – Rural Development for \$40,000. This is a Housing Preservation Grant (HPG) which if awarded, will be used to assist very low and low income single-family households in Alpena County with home repairs. ACHIP has been the recipient of the HPG grant several times and these funds are used along with CDBG funds from MSHDA to assist with rehabilitation for low income households.
2	\$336,748	DED	Alpena Community College	Alpena Community College: TriO, Talent Search: Grant 1 - North
3	\$240,000	DED	Alpena Community College	Alpena Community College: TriO, Talent Search: Grant 1 - South
4	\$240,000	DED	Alpena Community College	Alpena Community College: TriO, Talent Search: Grant 1 - West

Region 9 Other Grant Applications

#	Total	From	Applicant	Project
				NONE

Public Notice

1	NONE			
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Other

1	NONE			
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Statewide Grant Applications

#	Total	From	Applicant	Project
1				NONE



**Foster
Grandparent
program**

March 7, 2016

Alpena Courthouse
Cam Habermehl, Chair
County Board of Commissioners
720 W. Chisholm Street
Alpena, Michigan 49707

Dear County Commissioners and Township Officials

We need your help! NEMCSA's Foster Grandparent Volunteer Program is looking to enroll older adult volunteers (age 55 and older) who are willing to assist children in supervised settings and we are hoping you can help us get the message out to the members of your congregation.

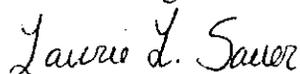
Many of you may already be familiar with the Foster Grandparent Program. If not, let me explain. The Foster Grandparent Program matches limited-income senior volunteers with children/students in need of special attention and academic support. The volunteers give individualized attention to children in supervised settings such as schools, youth centers and Head Start classrooms. They **do not** take the children into their homes--which is a common misperception.

The volunteers receive a number of benefits for their efforts, such as a non-taxable stipend of \$2.65 per hour; mileage to and from school; in-service trainings with a lunch provided; annual physical exam at no cost; and recognition for their years of service. Volunteers must serve an average of 20 hours of service per week.

The number of volunteers in northeast Michigan is low and we are trying to recruit new volunteers to ensure success of the program to both the volunteers and the children they serve. It would be greatly appreciated if you would help spread the word in your community and post the enclosed flyers in your county or township office and one other location in your community. History has proven that people are more likely to volunteer if they hear about from a friend or other trusted source.

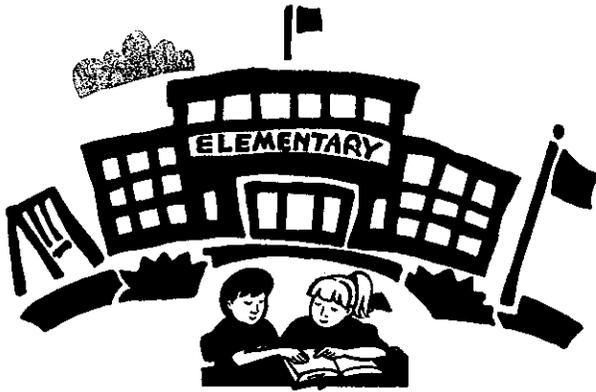
The program has been active in northeast Michigan for over 40 years and we strive to ensure its future. It is because of strong partnerships throughout our region that we are successful and are hopeful you will join us in the effort to recruit senior volunteers that still have a lot to give to our youth. What a great way to have a positive influence on the younger generation! Your assistance is greatly appreciated.

Kindest Regards



Laurie L. Sauer
Director

Enclosures



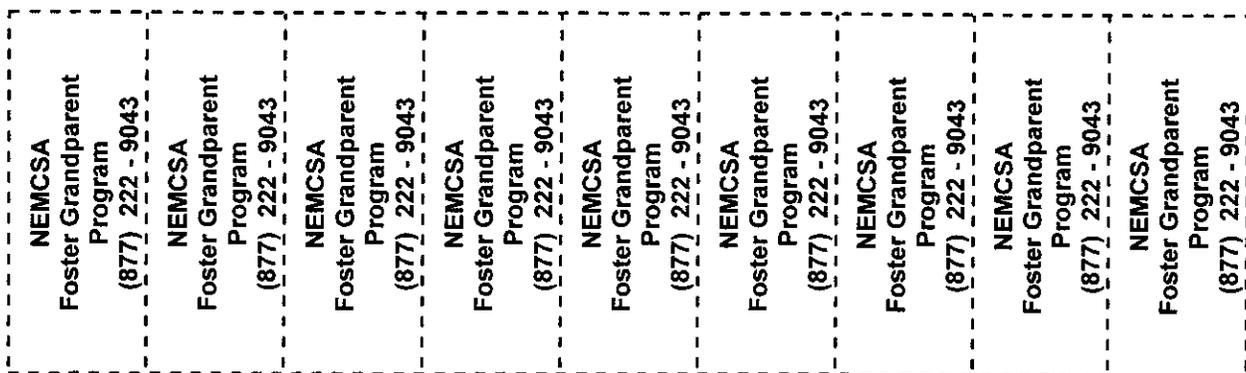
Would you like to help a student in need of some extra attention in the classroom? The Foster Grandparent Program (FGP) may be for you!

Openings are currently available for seniors to become volunteers in the Foster Grandparent Program.

The program is sponsored by the Northeast Michigan Community Service Agency, Inc. (NEMCSA). FGP provides volunteer opportunities in school-supervised settings for **seniors age 55 or older** to assist students in need of special attention and academic support in the classroom. **Volunteers receive a non-taxable stipend of \$2.65 per hour, limited mileage reimbursement (to and from school), in-service trainings with lunch included, annual physical examination and recognition for community service.**

Volunteers must meet income eligibility guidelines, federal and state criminal background checks, and be willing to maintain an average schedule of 20 hours per week.

To request an application to become a Foster Grandparent, please call (989) 358-4639 or toll free (877) 222-9043.



**CHEBOYGAN COUNTY BOARD OF COMMISSIONERS
COMMITTEE OF THE WHOLE MEETING
FEBRUARY 23, 2016**

The regular meeting of the Cheboygan County Board of Commissioners was called to order in the Commissioners Room by Chairperson Pete Redmond at 9:30 a.m.

Roll called and a quorum present.

Present: Commissioners Chris Brown, Pete Redmond, Cal Gouine, Tony Matelski, John Wallace, and Sue Allor

Absent: Commissioner Bruce Gauthier

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

Item 6B *Salvation Army Business Manager Greg Bock* was removed from the agenda as Mr. Bock was not able to attend.

Motion by Commissioner Brown, seconded by Commissioner Wallace, to approve the agenda as amended. Motion carried with 6 yes, 0 no and 1 absent.

CITIZENS COMMENTS – None

SCHEDULED VISITORS

Straits Regional Ride Director Mike Couture presented the Straits Regional Ride 2015 Annual Report. Commissioner Redmond asked if a passenger totals report could be made available to the Board. Mr. Couture stated he would present that information. Commissioner Brown asked how passengers are counted if they travel from Cheboygan County to Emmet County, and then from Emmet County to Cheboygan County. Mr. Couture stated that they are counted each time they are picked up. Commissioner Wallace asked how much each bus costs. Mr. Couture stated that each bus costs approximately \$135,000 including preparing it for the road. Mr. Couture stated the biggest service provided by Straits Regional Ride is transportation for elderly people who don't have other sources of transportation in the area. Commissioner Brown commented that Straits Regional Ride also creates dependable transportation for people to get to and from work. Commissioner Allor asked about how the approximate \$15,000 loss seen in 2015 compares to previous years. Mr. Couture stated that in past years the loss has been approximately \$20,000 - \$25,000, and that it is getting harder to keep the loss amount closer to zero. Commissioner Matelski stated that the loss amount is not bad in comparison for 2015. Mr. Couture stated that ridership is down approximately 1,600 riders from last year –as the price of gas goes down, ridership goes down. Commissioner Redmond commented on the age of the bus fleet and that Straits Regional Ride is going to need as many new buses as possible.

ADMINISTRATOR'S REPORT

Administrator Lawson reported the C.C.E. 9-1-1 Committee of County Administrators will submit a report to the C.C.E. 9-1-1 Board regarding mid-level management staffing and will hopefully be wrapping up the issue next month. Commissioner Wallace stated that C.C.E. is thankful for the 3 County Administrators working on this.

Administrator Lawson updated the Board on electrical bids for Phase II of the animal shelter project. He stated that the bids are scheduled to be opened March 1st. Phase 3 will be removing the old kennel itself and redoing the middle portion.

COMMITTEE OF THE WHOLE – February 23, 2016

Administrator Lawson stated that mechanical contractors are at the Reid Building today to install a mechanical system within the Women's Resource Center. Administrator Lawson stated that the Health Department (upper floor of the Reid Building) would be a \$1.8 million remodel and that the current revenue stream does not support that but that the Health Department would like their facilities upgraded sooner rather than later so there will have to be money saved in certain elements of the remodel.

Administrator Lawson stated that the Waterways Commission met on February 17th and discussed capital improvement projects needed for the marina. He said the marina is in need of phased capital improvements this may be an uphill battle due to cash flow. Mr. Lawson stated that a State of Michigan Waterways Grant Application will be submitted for \$800,000 - \$400,000 state/\$400,000 county match to replace the fuel tank system, gas dock and related infrastructure as Phase I improvements. Commissioner Brown stated that we should see increased boating and seasonal boating slip rentals this year because of lower gas prices. Discussion was held.

Administrator Lawson stated that there were a few staffing changes occurring in County Building in Friend of the Court, Community Development and Probate Court due to employees retiring or leaving and moving around in positions. Commissioner Wallace asked where county building jobs are posted. Administrator Lawson responded that they are posted internally and on the county website but that the jobs flip very quickly.

Administrator Lawson stated that staff is currently preparing a report that provides a review of existing economic development agencies that work with Cheboygan County to promote economic development. Mr. Lawson stated that the county wants to see a snapshot of where Cheboygan County is in regards to economic development, discussion points and policy directives moving forward. He stated it is staff's objective to complete this report by the end of March.

Administrator Lawson commented that an email has been sent to Enbridge requesting attendance at a future meeting but they have not heard back yet.

OLD BUSINESS – None

NEW BUSINESS – None

BOARD MATTERS FOR DISCUSSION

Commissioner Redmond stated that the Board needs to determine a date for a Board Planning Session and suggested April 26th. There was Board consensus on that date. Sheriff Dale Clarmont commented that he would like for the Board to plan on discussing the introduction of a kitchen in the jail at the Board Planning Session.

CITIZENS COMMENTS

Carl Muscott, a citizen of Tuscarora Township, commented on the discussion of the marina and that it would be a waste of taxpayer money to invest in it. Mr. Muscott stated that the county should sell the marina to the City of Cheboygan.

BOARD MEMBER COMMENTS

Commissioner Wallace stated that Michigan Works in the 8 county region is having a hard time finding applicants that are equipped – educationally or technologically – to satisfy the jobs available in the job pools. Commissioner Brown commented that they should be recruiting people who have recently graduated high school and left the area.

Commissioner Gouine commented that there was a good article in the Cheboygan Tribune regarding the Cheboygan Veterans Office.

COMMITTEE OF THE WHOLE – February 23, 2016

Motion by Commissioner Brown, seconded by Commissioner Wallace to go into closed session pursuant to MCL 15. 268(e) regarding a pending federal court case. Motion carried with 6 yes, 0 no and 1 absent.

Enter into closed session at 10:24 AM.

Return from closed session at 11:08 AM.

Motion by Commissioner Wallace, seconded by Commissioner Matelski to authorize civil counsel to dismiss the federal case regarding Heritage Cove and the County of Cheboygan without prejudice. Discussion was held. Motion carried with 6 yes, 0 no and 1 absent.

Motion by Commissioner Matelski, seconded by Commissioner Wallace, to adjourn to the call of the Chair. Motion carried. Meeting adjourned at 11:12 AM.

Amber Libby
Chief Deputy County Clerk/Register

Pete Redmond
Chairperson

DRAFT

**CHEBOYGAN COUNTY BOARD OF COMMISSIONERS
FINANCE BUSINESS MEETING
March 8, 2016**

The Finance/Business meeting of the Cheboygan County Board of Commissioners was called to order in the Commissioners Room by Chairperson Pete Redmond at 9:30 a.m.

Roll called and a quorum present.

Present: Commissioners Chris Brown, Bruce Gauthier, Pete Redmond, Tony Matelski, John Wallace, and Sue Allor

Absent: Commissioner Cal Gouine (excused)

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

Commissioner Matelski requested to pull Item 5-A *Approve Monthly Finance Claims* from the Consent Agenda. Commissioner Redmond placed item under New Business D. Commissioner Allor requested to pull Item 5-E-11 *NEMCOG – Draft 2015-2020 Comprehensive Economic Development Strategy (CEDS)* from the Consent Agenda. Commissioner Redmond placed the item under New Business E. Commissioner Allor requested to pull Item 5-F-1 *Finance Business Meeting Minutes of February 9, 2016* from the Consent Agenda. Commissioner Redmond placed the item under New Business F. Commissioner Allor requested to pull Item 5-F-8 *Cheboygan Life Support Minutes and Financials* from the Consent Agenda. Commissioner Redmond placed the item under New Business G.

Motion by Commissioner Brown, seconded by Commissioner Allor, to approve the agenda as amended. Motion carried with 6 yes, 0 no and 1 absent.

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

- A. ~~Approve Monthly Finance Claim (Moved to New Business)~~
- B. Budget Adjustments
- C. Marina Contract Addendum #1 – Central Reservation System
- D. Resolution 16-07 Security Benefit 457 Plan Reinstatement
- E. Correspondence
 1. Correspondence From Mary & John Green, Homeowners on Black Lake in Opposition to Marina on Black Lake
 2. Alger County Resolution Opposing US EPA & Corps of Engineers Proposed Rule Expanding the Definition of “Waters of the United States”
 3. Alger County Resolution Opposing HB 5016
 4. Alger County Resolution Urging State Lawmakers to Stop Hypocrisy of Exempting Themselves from the Laws
 5. Antrim County Resolution Urging State Lawmakers to Stop Hypocrisy of Exempting Themselves from the Laws
 6. Antrim County Resolution in Support of SB 703
 7. Bay County Resolution in Opposition to Section 298 of FY 2017 Executive Budget
 8. Huron County Resolution in Opposition to Section 298 of FY 2017 Executive Budget
 9. Lake County Resolution in Opposition to HB 5232 & SB 720 Legislation to Amend the Michigan Local Historical Districts Act
 10. NEMCOG Regional Project Review February 2016
 11. ~~NEMCOG – Draft 2015-2020 Comprehensive Economic Development Strategy – (CEDS) (Moved to New Business)~~
- F. Minutes
 1. ~~Finance/Business Meeting of February 9, 2016 (Moved to New Business)~~

Finance Business Meeting – March 8, 2016

2. Health Board – 1/19/16
3. NEMCSA – 2/5/16
4. NLEA February 2016 President's Report
5. North Country Community Mental Health – 1/21/16
6. Board Appointments & Procedures – 3/1/16
7. Cheboygan County Fair Board – 1/4/16
8. ~~Cheboygan Life Support Minutes and Financials~~ (Moved to New Business)
9. Cheboygan County Road Commission – 2/10/16, 2/11/16 & 2/18/16
10. Planning Commission Meeting – 2/3/16 & 2/17/16
11. ZBA – 1/27/16

A roll call vote was taken. Motion carried with 6 yes, 0 no and 1 absent.

CITIZENS COMMENTS

Carl Muscott, a citizen of Tuscarora Township, commented regarding the NEMCOG Draft Comprehensive Economic Development Strategy from the 3/8/16 Consent Agenda. Mr. Muscott stated that he is wondering why Cheboygan County participates with NEMCOG when Cheboygan County is more closely tied to the counties on the west side of Michigan. Mr. Muscott commented on NLEA involvement regarding a Cheboygan Tribune article from last year – March 27, 2015. Mr. Muscott commented on Cheboygan County Board of Commissioner Policy revision 300-2 which increased the financial amount that County Administrator or Finance Director can authorize for spending without Board approval. Mr. Muscott stated he would like to see more oversight over expenditures from elected officials as opposed to county staff.

Commissioner Redmond commented that the Meijer's protect is still moving forward as there have been renewed permits that they need and various properties have been purchased concerning the project and vacated by April 1. Commissioner Brown stated that there have been some bids released for site work.

SCHEDULED VISITORS – None

FINANCE DIRECTOR'S REPORT

Finance Director Kari Kortz presented the revenue and expenditures report for the General Fund for the month ended January 31, 2016. She reported total year-to-date revenue of \$374,425.98, or 3.17% of budget, compared to \$268,202.38, or % of budget last year at the same time. Ms. Kortz reported expenditures year-to-date of \$878,730.34 or 7.43% of budget, compared to \$, or %, last year as of the end January. Ms. Kortz stated that the Cash Summary by Fund Cash and Investments Reports for 2016 will not be presented until all the 2015 adjusting entries are posted.

Commissioner Allor asked about an emergency Straits Area Regional Ride bus engine replacement for \$23,168 and \$2800 for labor. Finance Director Kortz stated that the entire engine is being replaced and some other components. Commissioner Allor stated that it seems like a lot of money. Commissioner Brown said that diesel engines are expensive. Commissioner Allor asked if it is a new engine. Administrator Lawson stated that it is a rebuilt engine. Discussion was held.

ADMINISTRATOR'S REPORT

Administrator Lawson stated that an Enbridge representative will be at the March 22 Board meeting with a presentation and to answer any questions.

Administrator Lawson stated 25 applicants have applied for the Veterans Services Officer position. Mr. Lawson said that he has interviewed three applicants, and may do a few more interviews by the end of the week. He said he will keep the Board informed.

Finance Business Meeting – March 8, 2016

Administrator Lawson reported that staff continues to meet regarding Straits Regional Ride presence in Emmet County. He stated that the system we have right now would have to be revised somewhat because we probably wouldn't be able to forecast a millage properly otherwise.

Administrator Lawson responded to Carl Muscott's comments regarding NEMCOG by stating that the county is placed in the northeast planning regions by the state. Mr. Lawson stated that Cheboygan County can't move out of NEMCOG as a planning district as it is a State defined district boundary based on location.

Commissioner Matelski asked if the Veterans Affairs office is open while new applicants are being interviewed. Administrator Lawson confirmed that it is open and servicing veterans.

COMMITTEE REPORTS

Commissioner Gauthier stated that the Board Appointments and Procedures Committee met twice in the past two months. Commissioner Gauthier recommended the appointment of Ed Ginop to the Zoning Board of Appeals.

Motion by Commissioner Gauthier, seconded by Commissioner Matelski to appoint Ed Ginop to the Cheboygan County Zoning Board of Appeals for a two-year term beginning January 1, 2016 and expiring December 31, 2017. Motion carried with 6 yes, 0 no and 1 absent.

Motion by Commissioner Matelski, seconded by Commissioner Allor to reappoint Alice Mushlock to the Cheboygan County Tax Allocation Board for a one year term beginning January 1, 2016 and expiring December 31, 2016. Motion carried with 6 yes, 0 no and 1 absent.

Commissioner Gauthier attended an NLEA meeting, a Duncan Bay Watershed Advisory meeting, a Straits Area Federal Credit Union ribbon cutting event, 2 NEMCSA meetings and a NEMCSA Executive Director's meeting and coordinated the Administrator's evaluation.

Commissioner Matelski attended three Road Commission meetings, two Planning Commission meetings, a Waterways Commission meeting and a ZBA meeting.

Commissioner Brown attended a Burt, Munro, Mackinaw, and Beaugrand Townships meetings, a Board Appointments and Procedures Committee meeting regarding the evaluations for the County Administrator,

Commissioner Wallace attended all the committees and commissions that the Board has appointed him to.

Commissioner Allor attended a Village of Wolverine meeting, a Nunda Township meeting, a Cheboygan County Council on Aging meeting, a District No. 4 Health Board meeting, an Area Agency on Aging meeting, an MTA meeting, a MACC Conference and the Annual Cheboygan Chamber of Commerce dinner.

Commissioner Redmond attended the MACC Conference, a District No. 4 Health Board meeting, and a Waterways Commission meeting.

OLD BUSINESS – None

NEW BUSINESS

Administrator Lawson presented the Cheboygan County Marina Waterways Grant Application. He said a preliminary engineering study had been completed in 2008 which identified the marina's need to replace the fuel tanks as well as the floating fuel dock, fuel building, fuel pumps, associated fuel piping and sewer pump out system. Administrator Lawson stated that if awarded, the county would be obligated to pay \$436,000 and \$364,000 would be paid by the State of Michigan. Administrator Lawson stated that the

Finance Business Meeting – March 8, 2016

grant application needs to be submitted by April 1. Finance Director Kortz noted the amount the county would be responsible for is \$412,000. Discussion was held.

Motion by Commissioner Gauthier, seconded by Commissioner Brown to approve the submittal of the Cheboygan County Marina Waterways Grant Application with the amendment of county financial obligation to \$412,000 and authorize the County Administrator to sign. A roll call vote was taken. Motion carried with 6 yes, 0 no and 1 absent.

Finance Director Kari Kortz presented the 2016 Salary & Wage Resolution – Non-Union General Employees #16-01 – Amendment #2. She explained there have been some personnel changes in Probate Court and that new hires will be offered a lower rate than the individuals that left. Administrator Lawson stated that the wage changes are consistent with other changes that have occurred based on comparable averages. Commissioner Redmond stated that wage comparables for Probate Court is not a new concern of Judge Butts. Commissioner Allor asked for a clarification of the changes. Finance Director Kortz stated that Tier 4 individuals will remain in Tier 4 for future raises, two people in Tier 3 will be reduced in the future to Tier 2, and two individuals who were in Tier 2 are moved down to Tier 1. Commissioner Allor asked if Judge Butts has reduced the number of positions. Finance Director Kortz stated that Judge Butts has not reduced the number of positions in his office.

Motion by Commissioner Gauthier, seconded by Commissioner Brown to adopt Amendment #2 to the 2016 Salary and Wage Resolution – Non-Union General Employee #16-01 to be effective February 1, 2016, authorize the Chairperson to sign and approve the necessary budget adjustments. A roll call vote was taken. Motion carried with 6 yes, 0 no and 1 absent.

Administrator Lawson presented Policy Revision 300-2. He said this is a revision to the policy language permitting written quotes for supplies, contract services and equipment up to \$25,000 in cost. Administrator Lawson stated that items over \$25,000 in cost require sealed bids and that the revision permits the County Administrator and the Finance Director to authorize expenditures up to \$25,000, with anything over that requiring the approval of the full Board of Commissioners.

Motion by Commissioner Brown, seconded by Commissioner Wallace to approve revision to Policy 300-2 Purchasing Policy and authorize the Chairperson to sign. A roll call vote was taken. Motion carried with 5 yes, 1 no (Commissioner Allor) and 1 absent.

Finance Director Kari Kortz presented Policy Revision 300-1 regarding budget adoption and amendment policy. This is a revision to the policy language permitting staff approval of budget adjustments up to \$25,00 in cost and adjustments over \$25,000 requiring approval of the full Board of Commissioners.

Motion by Commissioner Brown, seconded by Commissioner Matelski to approve revision to Policy 300-1 Budget Adoption and Amendment Policy and authorize the Chairperson to sign. A roll call vote was taken. Motion carried with 5 yes, 1 no (Commissioner Allor) and 1 absent. .

Finance Director Kari Kortz presented Policy Revision 300-2B regarding prepaid check writing procedure. This revision will update the Prepaid Check Writing Procedures by adding Fund 516 – Include payments related to Delinquent Taxes – as approved by the County Treasurer – previously pre-paid by practice although the policy did not provide for it; and Fund 517 – Include payments related to Tax Foreclosure – as approved by the County Treasurer– previously pre-paid by practice although the policy did not provide for it.

Motion by Commissioner Allor, seconded by Commissioner Wallace to adopt the revised Prepaid Check Writing Procedure 300-2B to become effective March 8, 2016 and authorize the Chairperson and the Administrator to sign. A roll call vote was taken. Motion carried with 6 yes, 0 no and 1 absent.

Commissioner Matelski stated that Finance Director Kortz addressed his question regarding a monthly finance claim for an electric bill servicing the county building on the break. Commissioner Allor addressed Check No. 164774 for \$2880. Finance Director Kortz stated that amount was for a JIS software quarterly maintenance agreement. Commissioner Allor addressed Check No. 164848 for \$1299. Finance Director

Finance Business Meeting – March 8, 2016

Kortz stated that amount was for security door repair parts. Commissioner Allor asked about the security door being under warranty. Administrator Lawson responded that the issues are covered under warranty and they are ordering a second set of parts for the door to have on standby to be prepared immediately if needed. Commissioner Allor addressed Check No. 165041 for \$4900. Finance Director Kortz stated that amount was for NEMCOG incentive gifts that are probably movie tickets and gift cards like they have been in the past.

Motion by Commissioner Matelski, seconded by Commissioner Allor to approve the monthly finance claims as presented, Finance = \$24,024.40 and Prepaids = \$822,529.47. A roll call vote was taken. Motion carried with 6 yes, 0 no and 1 absent.

Commissioner Allor addressed the NEMCOG Draft 2015-2020 Comprehensive Economic Development Strategy (CEDS) located at page 72 of the Commissioner's Packet. Commissioner Allor wanted discussion about all the things NEMCOG is claiming to do in the development plan and she is concerned about who is going to be responsible for all the projects and where the money is coming from. Commissioner Wallace stated it's a plan. Commissioner Brown stated that some of the information in the plan is inaccurate and that it is not reliable to be evaluating something based on inaccurate data. Commissioner Redmond stated that the NEMCOG Director may be coming to the Board for a Committee of the Whole meeting to talk about this NEMCOG plan. Discussion was held. Administrator Lawson stated that a discussion like this could take place at the Board Planning Session as this plan is in the draft phase and the Board could submit changes to NEMCOG. Administrator Lawson stated that this plan drafted by NEMCOG is like an umbrella plan covering hundreds of businesses and non-profit organizations and that NEMCOG doesn't have enough staff to complete all the projects so the county can chose what parts of the plan to focus on moving forward. Discussion was held. Administrator Lawson stated that the Board needs to address this in planning and create their own list of projects the county wants to pursue.

Commissioner Allor addressed a correction to the February 9, 2015 Finance/Business Meeting Minutes. Commissioner Allor stated that on page 5 of the minutes regarding her comment on NLEA, she wanted the minutes to reflect her concern about the benefit Cheboygan County is receiving from NLEA and doesn't feel that is portrayed in the current wording. Chief Deputy Clerk noted the change.

Motion by Commissioner Allor, seconded by Commissioner Wallace to approve the February 9, 2015 Finance/Business meeting minutes with correction to page 5. Motion carried with 6 yes, 0 no and 1 absent.

Discussion was held about having a presentation from Andy Hayes regarding NLEA membership.

Commissioner Matelski addressed the Cheboygan Life Support minutes regarding gift certificates given to employees for Christmas gifts. Commissioner Wallace said that the employees do good work and it's a private corporation. Commissioner Matelski said they are funded with tax millage money for ambulances. Discussion was held.

Motion by Commissioner Matelski, seconded by Commissioner Allor to receive and file the NEMCOG Draft 2015-2020 Comprehensive Economic Development Strategy (CEDS) and the Cheboygan Life Support minutes. Motion carried with 6 yes, 0 no and 1 absent.

CITIZENS COMMENTS

Carl Muscott, a citizen of Tuscarora Township, commented that this is how local government should work with frank, open discussions. Mr. Muscott stated that the county building security doors were an issue last week and they are still broken and that if the doors don't work for even an hour that security has failed. Administrator Lawson responded that that's why we are ordering parts to resolve the issues and that we are seeking an answer from the company. Mr. Muscott stated that this security door isn't the best solution to the problem anyway and that Emmet County is looking around for ideas about security systems and he will let them know that it doesn't work here.

Finance Business Meeting – March 8, 2016

Sheriff Clarmont commented on the NEMCOG discussion. Sheriff Clarmont stated that on their Program Utilization spreadsheet that their numbers are inaccurate because they are listing “zeros” but it’s just because their program has been removed and the programs are instituted in-house. Sheriff Clarmont stated that the programs seem to work more efficiently in-house and the programs are maxed out.

Jeff Pinnonan (?) stated he has a cottage on Black Lake. Mr. Pinnonan is concerned about the DNR making plans for buying Black Lake Marina. Mr. Pinnonan is concerned is that is done then would lose the opportunity to have marina there and to get gas on the lake and there is currently no place to get gas on the lake and that he supports the idea of someone else buying it.

Mary Rocco (?) stated she has a house on Black Lake. Ms. Rocco commented on her concerns regarding the DNR considering purchasing the Black Lake Marina.

BOARD MEMBER COMMENTS

Commissioner Allor commented on the Governor’s proposed 2017 budget and the revisions to mental health. Commissioner Allor stated that there is local community mental health opposition to what the budget is calling for. Discussion was held. Sheriff Clarmont stated that the community mental health portion of the Governor’s proposed budget doesn’t go far enough and that the state need to reinstate mental hospitals.

Commissioner Matelski noted that Tuscarora Township is talking of moving their recycling bins near the County Road Commission property. Commissioner Matelski stated he doesn’t know what kind of lighting they have in that area.

Commissioner Redmond appointed Commissioner Matelski as Board Liaison on the PIE & G Board to represent the Cheboygan County Board of Commissioners. Commissioner Redmond stated there are only one or two meetings a year and that a letter will be sent to PIE & G notifying them.

Motion by Commissioner Brown, seconded by Commissioner Wallace to move into closed session pursuant to MCL 185.268(a) to discuss the County Administrator’s evaluation. Motion carried with 6 yes, 0 no and 1 absent. .

ENTER INTO CLOSED SESSION AT 12:00 PM

RETURN TO OPEN SESSION AT 12:29 PM

Motion by Commissioner Matelski, seconded by Commissioner Allor that the 2016 County Administrator’s evaluation results were very good and that the Board accepts and files the evaluation with the Cheboygan County Clerk’s Office. Motion carried with 6 yes, 0 no and 1 absent (Commissioner Gouine).

Motion by Commissioner Brown, seconded by Commissioner Gauthier that based on the favorable report from the County Administrator’s evaluation that the Board offer an extension of one-year to the Administrator’s current contract agreement for a term ending July 10, 2018 and review the compensation package for the fiscal year 2017. A roll call vote was taken. Motion carried with 6 yes, 0 no and 1 absent.

Motion by Commissioner Matelski, seconded by Commissioner Wallace, to adjourn to the call of the Chairperson. Meeting adjourned at 12:34 PM.

Mary Ellen Tryban
Cheboygan County Clerk/Register

Peter Redmond
Chairperson

**CHEBOYGAN COUNTY BOARD OF COMMISSIONERS
COMMITTEE OF THE WHOLE MEETING
MARCH 22, 2016**

The regular meeting of the Cheboygan County Board of Commissioners was called to order in the Commissioners Room by Chairperson Pete Redmond at 9:30 a.m.

Roll called and a quorum present.

Present: Commissioners Chris Brown, Bruce Gauthier, Pete Redmond, Cal Gouine, Tony Matelski, John Wallace, and Sue Allor

Absent: None

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

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

CITIZENS COMMENTS

Roger Gauthier, a citizen of Benton Township, commented on the upcoming Enbridge presentation as a concerned citizen. Mr. Gauthier stated that his primary concern is that Enbridge has not properly prepared for spill into the Straits of Mackinaw and Lake Michigan and that Enbridge doesn't have enough insurance coverage – previously stated as \$700,000,000.

SCHEDULED VISITORS

Sheriff Dale Clarmont presented a Life Saving Award to Deputy Michael Swanson. Deputy Swanson has been a deputy for 28 years. Sheriff Clarmont stated that last August there was a luncheon hosted by the Cheboygan County Humane Society, a woman started choking at the luncheon, and Deputy Swanson performed the Heimlich maneuver and saved her life. Sheriff Clarmont thanked Deputy Swanson on behalf of the citizens of Cheboygan County and the Cheboygan County Sheriff's Department. Deputy Swanson thanked everyone for the award. Commissioner Redmond thanked Deputy Swanson on behalf of the Board of Commissioners.

Jason Manshum, a representative from Enbridge, to present information on Line 5. Mr. Manshum said that Enbridge started as a crude oil distributor, and has developed into a natural gas distributor and renewable energy developer. He stated Enbridge delivers 2.2 million barrels of oil a day into America and that petroleum is a lot more than fuel for our cars. Mr. Manshum noted in Michigan there are 4 crude oil pipelines and 1 natural gas pipeline. Mr. Manshum stated Line 5 is nearly 700 miles long – one pipeline in a network of pipelines. Mr. Manshum noted Enbridge pays \$22 million in property taxes annually throughout Michigan. He said Line 5 delivers "natural gas liquids" that is refined into propane to heat homes. He addressed a 2010 spill from Line 6b and stated that he knows the concerns from citizens regarding pipeline safety. He stated that Enbridge has invested the most money in its industry for technology and safety, that Line 5 is the most inspected pipeline in the system and that the company is on track to have zero spills. Mr. Manshum noted that pipes are monitored 24/7 and there has been a change in procedure for control center operators that if pressure drops in a pipe, the pipe will be shut down, an alarm will sound, and a live crew will go to the site and look for signs of a leak and only after that inspection will the pipe be restarted. Mr. Manshum stated Line 5 feeds the Marathon refinery in Lower Michigan. He said that previous to the past few years, pipelines were out of sight, out of mind, but they have become of high interest nationally and citizens have become more intuitive and there is aversion to oil resources in general. He said it's good that there has been increased interest in what's under our feet and in our Straits because we all depend on the resources provided through

COMMITTEE OF THE WHOLE – March 22, 2016

Enbridge. Mr. Manshum stated that the pipeline is 65 years old and Enbridge has coated the steel pipe with a series of protections to maintain the shelf life of the pipe. Mr. Manshum noted that every pipeline they own has a threshold for maintenance and when the pipe comes to a certain point, Enbridge addresses repairing or replacing the pipe. Line 5 is not near that maintenance threshold. He stated that inspections occur on the pipes inside and outside the pipes – underwater crews visually inspect the pipes based on data readings from inside the pipes and helicopter crews visually inspect the waters for signs of oil spills every other week. Line 5 is a service to Michigan for fuel, heat and beyond and crude oil is delivered in a safe and reliable manner. Mr. Manshum stated that Enbridge is providing more and more data and developing more analysis to satisfy citizen questions. He said when it comes to energy and what we use on a daily basis no one should have to choose between using that energy and protecting the environment – people should have both. Commissioner Allor asked if any of the sections under the Straits have been replaced. Mr. Manshum said there have been spots on the pipeline that have been repaired, but not replaced. Enbridge representative provided an example piece of the pipeline that's under the Straits to demonstrate its thickness. Commissioner Gauthier asked about what point would Enbridge transition from a focus on crude and natural oil to renewable energy. Mr. Manshum stated it's not a clear point; but that the energy that is delivered is based on need and that there is still a tremendous demand on fossil fuels. Commissioner Gauthier asked if the comment regarding Line 5 pipeline being shut down in 3 minutes in an emergency has been tested. Another Enbridge representative answered, stating that all the valves in the Straits of Mackinac have been designed to shut down within 3 minutes, it is a gradual process and is tested every 6 months. Commissioner Gauthier asked what percentage of the spill on Line 6b has been recovered. Mr. Manshum stated that clean up finished just over a year ago and it was done with the oversight and collaboration of the EPA and the State of Michigan. He said 90% was removed off the river before 2010 was over using traditional methods of cleanup and that 90% was repurposed. Mr. Manshum stated that the remaining 10% is what they have focused on in the last 6 years and it is nearly all eradicated with some microscopic particles in the sediment that are not harmful. Commissioner Gauthier asked how much oil would spill into the Straits of Mackinac in the 3 minutes it would take to shut down Line 5 in an emergency. Mr. Manshum said that worst case scenario – a probability of close to impossible as tested – would be approximately 4500-4900 barrels. Commissioner Matelski asked about the issue with the Line 6b spill being the manual restarts based on a drop in pressure in the pipe and what would be the normal range of pressure fluctuations in Line 5. Mr. Manshum stated that every pipeline gets tested in various ways, and one test is hydrostatic test that puts water in a pipe and applies more pressure than would ever be pushed with oil. Mr. Manshum stated that the hydrostatic test on pipes applied 1700 pounds per square inch and the maximum pressure that they could every apply with oil is 1200 pounds per square inch the line. Mr. Manshum said in the Straits of Mackinac, the line operates at about 100 pounds per square inch of pressure. Another Enbridge representative said the normal fluctuation is plus or minus 5 pounds of pressure. Commissioner Matelski asked about the supports under the Line 5 pipe under the Straits of Mackinac and that more supporting cradles were added and he was wondering why. Mr. Manshum responded that the pipe is on the bottom of the lake, not buried under the sediment and as sediment washed out under the pipe they added more permanent supports where there was previous just sandbag supports. Mr. Manshum stated 102 supports were added by Enbridge between 2002 and 2014. In 2016, divers and vehicles are going underwater again and looking for areas of 75 feet without supports to add more if necessary. Commissioner Allor asked if Enbridge has assessed how much damage would occur if the “worst case scenario” of 4500-4900 barrels of oil ruptured into the Straits of Mackinac. Mr. Manshum stated that Enbridge has analyzed that damage in the exercise last fall and there is a response plan which helps dictate how the area would respond in the field and not just on paper. Mr. Manshum said that Enbridge is collaborating with NOAA, and local agencies. Commissioner Allor asked about a spill in February when there's ice. Mr. Manshum said that the time before last fall when Enbridge exercised was in January 2012. A Enbridge representative stated that there are vetted vessels and ice equipment, Coast Guard and open water recovery as tested last September – they are putting all people and resources together. Commissioner Allor asked if the equipment is located in the Straits Area. A Enbridge representative stated that they are trying to get equipment in the

COMMITTEE OF THE WHOLE – March 22, 2016

Straits but it is identified in location around the Great Lakes. Commissioner Matelski asked if it would be possible if there was a leak in the Straits to turn the pressure off on the North side and turn it up on the South side and create a negative flow to suck the oil back in the pipe. An Enbridge representative stated that it would be possible to a certain extent. Commissioner Brown asked if there are any other stations in Lower Michigan that the natural gas liquid product gets delivered to. Mr. Manshum stated that the two closes exits on the pipe for natural gas liquids are Rapid River, MI in the Upper Peninsula and Sarnia, Ontario that services the Lower Peninsula.

Prosecutor Daryl Vizina presented the 2015 Annual Report for the Cheboygan County Prosecutor's Office. Prosecutor Vizina noted there is a new Assistant Prosecuting Attorney in the office, Alfred Feleppa, who is a former elected prosecutor in Mackinac County. Prosecutor Vizina highlighted several important cases prosecuted in 2015. He reviewed the general operations and caseload information for the office. Prosecutor Vizina reported Cheboygan County experiences the highest number of cases per attorney in this region. Discussion was held and questions from the Board were addressed by the Prosecutor. When asked by Commissioner Gauthier, the Prosecutor stated that lack of education, unemployment and a history of drug abuse is the general profile of felony offenders.

ADMINISTRATOR'S REPORT

Administrator Lawson stated that the Veterans Services Officer position has been offered to Mr. Richard Wiles. Mr. Wiles is scheduled to start at the end of March and will be introduced to the Board at the first meeting in April.

Administrator Lawson stated that C.C.E. 9-1-1 is doing research on 800-radios for their strength in the region. He said they will also provide a cost analysis for switching over all the radios, which could be quite expensive, but maybe eligible for grant funding. Sheriff Clarmont clarified that the Sheriff's Deputies already carry 800-radios.

OLD BUSINESS – None

NEW BUSINESS – None

BOARD MATTERS FOR DISCUSSION – None

CITIZENS COMMENTS

Dr. Timm presented his comments on Letters to the Editor written by Blake Olson, Enbridge Representative, in response to his presentation to the Board of Commissioners regarding Enbridge Line 5.

Anabel Dwyer, a citizen of Mackinaw Township and a member of the group Concerned Citizens for Peace and Justice thanked the Board for previously passing the Enbridge Line 5 Resolution and commented that it has been helpful in their efforts to gain state and federal support to have Enbridge only transport non-oil products in Line 5 under security of the pipe is proven. Commissioner Wallace asked what non-oil products she was referring to. Ms. Dwyer responded that she is referring to Natural Gas Liquids (NGLs).

Vincent Lumetta, a citizen of Beaugrand Township, commented on the Enbridge presentation and is glad to hear that Enbridge is taking pipeline safety seriously. Mr. Lumetta commented on certain points of the Enbridge presentation and spill statistics on pipelines in America. Mr. Lumetta commented that he is not against pipelines personally but is concerned about vintage pipeline safety in the environment.

Carl Muscott, a citizen of Tuscarora Township, commented on the use of the Cheboygan County Marina by Cheboygan County citizens. Discussion was held.

BOARD MEMBER COMMENTS

Commissioner Wallace commented that he put a “report card” regarding Michigan Works on each Commissioner’s desks.

Commissioner Brown asked if there was a time and place set for the Board planning session. Commissioner Redmond stated that the Administrator has been looking at different locations. Administrator Lawson said they have not concluded yet but they are considering Audie’s and UAW Center. Discussion was held about holding the meeting in accordance with the Open Meetings Act.

Commissioner Matelski asked if someone from the State could come and make a presentation about why Cheboygan County should keep the marina open. Commissioner Redmond stated the Administrator could research what the county’s responsibilities and financial obligation would be if the facility were to be turned over to the state.

Commissioner Brown stated that the marina was originally built with DNR Trust Fund money, not tax dollars so by law it cannot be used for any other use than parks and recreation. Discussion was held.

Commissioner Gouine commented that people who stay at the county marina shop in Cheboygan.

Motion by Commissioner Matelski, seconded by Commissioner Wallace, to adjourn to the call of the Chair. Motion carried. Meeting adjourned at 11:49 AM.

Mary Ellen Tryban
County Clerk/Register

Pete Redmond
Chairperson

Health Board Meeting
February 16, 2016

The regular meeting of the District No. 4 Health Board was called to order by Chairman Pete Redmond, February 16, 2016, at 10:00 a.m. The meeting was held in the Commissioners Room of the Presque Isle County Courthouse, Presque Isle County, Rogers City, Michigan.

ROLL CALL

Present:

Alpena County:	Adrian, Lawson
Cheboygan County:	Allor, Redmond
Montmorency County:	LaFleche, Peterson
Presque Isle County:	Altman, Lang

Absent:

Excused:

Others Present:

Brad Rider, Judy Greer,
Joshua Meyerson, Wendy Byers-
Phillips

AGENDA CHANGES

None.

MINUTES

January 19, 2016 Health Board Minutes: Motion by Lang with support from LaFleche to approve the January 19, 2016 Health Board Minutes as presented. Ayes all, motion carried.

CLAIMS

February 3, 2016 through February 12, 2016: Motion by LaFleche with support from Peterson to approve the Listing of Claims submitted from February 3, 2016 through February 12, 2016. Roll call vote. Ayes all, motion carried.

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CHEBOYGAN CO. CLERK

PUBLIC COMMENT

None.

ENVIRONMENTAL HEALTH DIRECTOR'S REPORT

Smith is not in attendance at the meeting.

Total Coliform Rule Changes: Greer reported that a mailing has been sent to everyone that is affected by the Total Coliform Rule changes. This mailing included educational material on the changes.

Altman received some feedback from owners and he expressed that the mandates are handed down from the federal government and the department needs to implement them. Discussion occurred regarding the water testing and the oversight the department provides.

MEDICAL DIRECTOR'S REPORT

Communicable Disease Report: The report for January 1, 2016 through January 31, 2016 was mailed to the Board with the packet for the month. There is an increase with influenza activity. It looks like there is a good match with the strains of influenza being found. We are still vaccinating individuals for influenza.

Zika Virus is definitely in the news. The CDC has issues three recommendations regarding the virus and Meyerson explained. Typically for the majority of individuals there have been no symptoms. Currently the only place that the testing is being performed is at the CDC level.

Meyerson discussed the increase in Chlamydia in Cheboygan County and talked about the potential for rapid treatment that is now available in Michigan.

Rapid HIV Testing is no available through the Department. Our staff is trained to perform these rapid tests and we hope to increase our testing in the community. We now receive funding for performing HIV testing.

Immunization Waiver Rates: Meyerson informed the Board that there has been a 39% decrease in waiver rates in 2015. This is a significant decrease. All of our counties have seen a decrease in waivers especially in Cheboygan County with a 50% decrease.

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.

2015 Year End Budget: Greer reviewed the 2015 Year End Budget with the Board. The fund balance will increase by \$ 120,521.18. Approximately \$54,998 of the addition to fund balance was from funding received in 2015 for software purchase in 2016. The fund balance is at 13.03% of the budget at the beginning of 2016.

PERSONAL HEALTH NURSING DIRECTOR'S REPORT

Private Duty: : The Private Duty Statistical and Revenue report for January 2016 is included in your packet. We have 36 active clients.

FPAR 2015 Report: Byers-Phillips is required to report to the Board on the Family Planning Annual Report MPR's. For calendar year 2015 we saw 313 unduplicated clients, a decrease of 145 clients resulting in 88% Performance. DHD#4 has seen a decrease in caseload every year since 2009, which is similar to other counties throughout our region. Of our caseload, 99% are female and 1% is male. The minimum program requirement is that 80% of women are less than 150% of poverty; our caseload is 96% of women are at or less than 150% of poverty. 192 of the 313 clients have Medicaid, and 16 people had Private health insurance; the remaining 105 clients (34%) were Uninsured (no public or private health insurance).

The Caring Place: The pancake dinner fundraiser for the Caring Place was held on Wednesday January 20th at the McDonald's in Alpena and raised \$116. Another pancake dinner is scheduled with McDonalds on Chisholm for April 13th. We hope to raise even more money with the nicer weather.

Cheboygan County Staffing: Byers-Phillips and Karen Nowicki-Compeau are interviewing on Friday, February 19th for the vacant Registered Nurse position in Cheboygan. She mentioned that it has been difficult to attract qualified nurses for the position. Rider shared that we are seeing this throughout the Northern region. With the wages offered through hospitals it is hard to find registered nurses because of the difficulty with the competition.

Prescription for Health Program: We are a collaborating agency for the Prescription for Health Program. It looks like we may be a referral agency and not receive any funding.

PERSONAL HEALTH NURSING DIRECTOR'S REPORT CONTINUED

MALPH Immunization Grant: Byers-Phillips attended a meeting on January 26, 2016 for the initial planning meeting. More information will follow in the future.

ADMINISTRATIVE HEALTH OFFICER'S REPORT

Facilities Update – Cheboygan and Alpena Offices: Rider wanted to update the Board on the facilities. The Cheboygan office is in disrepair. He has been meeting with Jeff Lawson to lock down a game plan with numbers and a timeframe to determine what we are going to do with the Cheboygan facility. We are waiting to hear from Jeff Lawson as to the cost of the facility.

Rider, Greer and Larry Losinski met with regarding the Alpena facility. We have learned that the building has the option to revert to Alpena County on December 1, 2017; this means that they would become the owner of the building for 20 years. It is clear to us, after another 20 years the facility reverts to Alpena Community College. If the county chooses to not accept the building in 2017, it would revert to Alpena Community College. Rider would like to meet with Alpena County along with Greer to discuss the future plans of the building. Tammy Bates, County Executive Manager, should be the contact at this point.

EMR/Computer system upgrades in 2016: Rider wanted the Board updated on the upgrade of our computer software. He just wants the Board to be in the loop on the process about to take place. We have had a meeting in regards to My Insight and going live on January 1, 2017. Smith has been working on a selection and going live in summer. The financial package that will be purchased is Abila with a go live date in 2nd or 3rd quarter. We will be taking all these on in 2016.

Full Staff Meeting: The administrative staff and staff enthusiastic about a full staff meeting and have not settled on a date as of yet. Rider would like to invite commissioners and retirees as well as all staff member.

ADMINISTRATIVE HEALTH OFFICER'S REPORT CONTINUED

Funding Opportunity: Rider distributed a letter for a funding mechanism that he would like the Board to review and provide support for Chairman Redmond and himself to sign. Rider explained the reasoning behind the proposal. We are attempting to appeal to the state on cross jurisdictional sharing issues and collaboration with other departments.

Altman and Lang questioned the sustainability of options found during a grant application and how would we maintain them. Rider and Meyerson explained the proposal as to how it would affect our department. They explained that this would give us the opportunity to look in to the Health Officer position and what is best for the communities that we serve.

Motion by Lang with support by Lawson to authorize Chairman Redmond and Rider sign the letter of support proposal for grant funding in the amount of \$ 75,000 from the Robert Wood Johnson Foundation. Ayes all, motion carried.

Veteran's Choice Program: Rider checked out the program that was presented last meeting by a citizen of our community. There are a fair amount of users from the State of Michigan. There are 38 VA Clinics in the state. This is not available for everyone, they must be outside a 40 mile radius of any clinic.

NEW BUSINESS

None.

OLD BUSINESS

None.

ADJOURNMENT

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

Adjournment: 11:25 a.m.

Pete Redmond, Chairman

Bob Adrian, Secretary/Treasurer

Judy Greer, Recording Secretary

**MINUTES
OF THE
NORTHEAST MICHIGAN COUNCIL OF GOVERNMENTS
BOARD OF DIRECTOR'S MEETING
FEBRUARY 18, 2016
UNIVERSITY CENTER
GAYLORD, MI**

Call to Order

The meeting of the Northeast Michigan Council of Governments (NEMCOG) Board of Directors was called to order by board President Robert Heilman at 10:01 a.m.

Roll Call

Governing Board

Members Present: Kathleen Vichunas, Cam Habermehl, John Wallace, Rick Anderson, Dan Plasencia, Gene Thornton, Jack Kischnick, Robert Harkness, Ken Glasser, Carl Altman, Adam Poll, Robert Heilman, Bruno Wojcik, Doug Baum, Dave Post and Bill Wishart.

Staff Present: Diane Rekowski, Denise Cline and Theresa Huff

Others Present: Myron McIntire

Special Guest: Leonard Page and Roger Gauthier

A quorum was declared present.

Approval of Minutes

R. Heilman presented the Minutes of the January 21, 2016 meeting. R. Anderson moved, supported by K. Vichunas to approve the minutes of the January 21, 2016 meeting. All ayes, motion carried.

Financial Report

M. Foote had a death in the family and wasn't able to complete the January, 2016 financial statements. However, asked to notify the board that she has a preliminary draft copy of the audit and it is in review.

Election of Officers:

R. Heilman opened the floor for nominations for President. D. Post moved to nominate R. Heilman for President, supported by J. Kischnick. After two more calls for nominations, nominations were closed. Call for vote. All ayes, motion carried.

R. Heilman opened the floor for nominations for Vice-President. J. Wallace moved to nominate R. Anderson for Vice President, supported by D. Post. After two more calls for nominations, nominations were closed. Call for vote. All ayes, motion carried.

R. Heilman opened the floor for nominations for 2nd Vice-President. R. Anderson moved to nominate J. Lawson for Second Vice President, supported by A. Poll. After two more calls for nominations, nominations were closed. Call for vote. All ayes, motion carried.

President's Report

Regional Project Review: President R. Heilman presented (3) Federal Grant projects for regional review. There were (0) Non-federal Grants applications, (0) Public Notices, (0) "Other" and (0) State Grant Applications.

R. Anderson moved, supported by J. Wallace to approve projects. All ayes, motion carried.

MI Association of Regions (MAR): None

Other: None

Director's Report

D. Cline gave an overview of the new collaborative website. It is a collaborative website between NEMCOG and NE MI Consortium/MI Works!, funded through the Regional Prosperity Initiative and the NE Consortium. The site will be launched next week and will incorporate both agencies as well as the Regional Prosperity site. The website is more responsive, more up-to-date for use on today's mobile devices and will auto scale. The website is: www.DiscoverNortheastMI.com (the original URL will still work but will bring you directly to the Council of Governments section on the new site.

D. Cline provided the designs and tag line for the Region's umbrella brand. Input was then gathered from the board on style of the tagline "*East of Expected*". Over time the logo and tagline may be refined as necessary.

Administration:

- ❖ Working on draft of Bylaws.
- ❖ Will be meeting with the DNR on funding for an Iron Bell Trail Facilitator at NEMCOG.
- ❖ Will be meeting with the Department of Defense on a Joint Land Use study for Camp Grayling and the Alpena Combat Readiness Center.
- ❖ Received the RPI grant funding.
- ❖ Met with North Central MI College and Connect MI to discuss possible collaboration with Digital Works.

Committee Reports

Bylaws committee will meet 9:00 am prior to the March 17, 2016 NEMCOG Board meeting..

Previous Business

None.

New Business

Line 5 Resolution: Guests Leonard Page and Roger Gauthier provided a review of their handout on Line 5 and offered their perspectives. Discussion followed on the issue and Resolution.

Moved by C Habermehl, supported by D. Plasencia to approve the Line 5 Resolution as provided in the NEMCOG packet. Discussion followed. D. Plasencia moved to call for the question. Roll call vote: 14 ayes, 1 nay. Motion was presented for vote. Roll Call vote: 3 Ayes, 12 Nays. Motion failed.

County Updates:

City of Grayling: Discussed the RPI Collaborative and its relationship to NEMCOG. As defined in the Act it is a committee under the NEMCOG umbrella. Would like to see it recognized by NEMCOG as a Standing Committee. R. Anderson moved to recognize the RPI Collaborative as a Standing Committee of NEMCOG, supported by J. Wallace. All ayes, motion carried.

Crawford County: Bridge is closed on North Down River Road until mid-July.

Cheboygan County: Being sued by Grand View Beach Association on the SUP for the proposed Heritage Farm Mental Health Recovery Center.

Alcona County: County has spent the last two (2) weeks moving offices around.

City of Alpena: Downtown new hotel is proceeding. Rec Plan is being finished up and should be adopted this month.

Emmet County: Bay View tax appeal in progress. The County has joined with School District. Conducted two (2) Appraisals and they are very different and far apart. Has been approved by state to proceed to Court of Appeals. EMS projects are proceeding. Hosting Olympic Kayak trainers in an event around the end of May

Oscoda County: Oscoda Medical Examiner retired. New Medical Director is Dr. Amy Marker. Eleven (11) people are training to be medical examiner investigators.

Otsego County: Passed around a handout on new architecture for various Main Street projects. Updated on new business and construction projects in process.

Montmorency County: Working on budget. Waiting on Treasurer to balance accounts for auditor.

Village of Hillman: Working on budget. Budget will include a new town clock. Various businesses are contributing funds to the project. Radio station is operating and is a lot of work.

Mackinaw City: Lawsuits are underway, potentially will be more. Budget hearing tonight. Experiencing issues with Casino coming to town.

Public Comment:

Leonard Page and Roger Gauthier presented information on the Line 5 issues. See new business – Line 5 Resolution.

Adjournment

The meeting was adjourned at 11:45 a.m. The next meeting will be held on March 17, 2016.

Northeast Michigan Community Service Agency, Inc.
BOARD OF DIRECTORS
BJ's Restaurant Gaylord, MI
March 4, 2016

The regular meeting of the NEMCSA Board of Directors was called to order by President Pete Hennard at 12:40 p.m.

ROLL CALL

Stuart Bartlett	Jennifer Lopez
Earl Corpe	John Morrison
Lee Gapczynski	Camille Nerkowski
Jean Garratt	Leonard Page
Bruce Gauthier	Sharon Priebe
Kenneth Glasser	Corleen Proulx
Mark Grantner	Patricia Rondeau
Jeff Johnston	Kathleen Vichunas
Albert LaFleche	Gerald Wall
Aubrey Haskill	Rose Walsh
Pete Hennard	Carol Wenzel
Melissa Holt	Virginia Zygiel

Excused: Carol Athan, Lyn Behnke, Sue Flewelling, Mary Hess, Meagan Holmes, Dawn Lawrence, John Smock

Absent: Melissa Holt

Quorum present - yes

Staff Members Present:

Lisa Bolen, Bob Cain, Karen Godi, Karen Kelsey, Linda McGillis, Dorothy Pintar, Diane Price, Jim Robarge, Laurie Sauer, Jeff Weiland and Sue Zolnierok

APPROVAL OF AGENDA

Jim Robarge asked that item 9c Agency Audit Report Presentation be move to the end of the meeting.

Motion by Albert LaFleche to approve the agenda with item 9c Agency Audit Report Presentation moved to the end of the meeting. Support by Leonard Page. All ayes, Motion carried.

CONFLICT OF INTEREST DISCLOSURES

None

Stuart Bartlett led the Board in the Pledge of Allegiance.

Ken Glasser provided the blessing for the meal.

John Morrison provided reflections

March 4, 2016

INTRODUCTION OF GUESTS AND PUBLIC COMMENT

Members introduced their guests. Present staff introduced themselves to the board. President Pete Hennard introduced Camille Nerkowski alternate for Alpena County Commissioner Mary Hess, Jeff Johnston, alternate for Iosco County Commissioner Bob Cudney and Curt Reppuhn, CPA from Echelbarger, Heimbaugh, Tamm & Co., PC. Laurie Sauer introduced Dan Dozema, from the Ageing & Adult Service Agency (AASA).

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 February 2016 draft meeting minutes
- b. Receive and file February 2016 Regional Council on Aging meeting minutes

is adopted as presented.

COMMUNICATION

President Pete Hennard read communication from the Michigan State Housing Development Authority dated February 19, 2016 on the Monitoring of Emergency Solutions Grants. The completed monitoring results disclosed no matters involving internal control, instances of noncompliance or other matters that are required to be reported under Emergency Solutions Grants (ESG) Program Rules. No action or response is required.

Motion by Gerald Wall to receive and file Michigan State Housing Development Authority monitoring of Emergency Solutions Grants (ESG) letter. Support by Virginia Zygiel. All ayes, Motion carried.

INFORMATION ITEMS

Executive Directors Report – Lisa Bolen

Lisa read highlights from the Directors report. In addition, Lisa noted that Bob Cudney, Iosco County Commissioner has resigned and she would like to send a letter from the board for his many years of service on the Board of Directors. Lisa also noted that Bob Cain will be retiring in June after 24 years with NEMCSA. Lisa added that Heidi Powers, Project Director of the Retired Senior Volunteer Program (RSVP) has been chosen to be the new Program Director for the Foster Grandparent/Senior Companion Program.

Financial Report – Jim Robarge

No formal report

COMMITTEE REPORTS

Program Planning and Evaluation Committee – Earl Corpe

The committee met prior to the regular meeting to review and recommend for approval the resolution authorizing NEMCSA to provide Housing Counseling Services. This resolution has been rewritten to include specific language “Housing Counseling Services” and if accepted will replace the previous resolution adopted at the November Board meeting.

Motion by Sharon Priebe to approve the rewritten resolution authorizing NEMCSA to provide Housing Counseling Services as presented. Support by Rose Walsh.

Roll Call Vote

Stuart Bartlett, yes; Earl Corpe, yes; Lee Gapczynski, yes; Jean Garratt, yes; Bruce Gauthier, yes; Ken Glasser, yes; Mark Grantner, yes; Aubrey Haskill, yes; Pete Hennard, yes; Jeff Johnston, yes; Albert LaFleche, yes; Steve Lang, yes; Jennifer Lopez, yes; John Morrison, yes; Camille Nerkowski, yes; Leonard Page, yes; Sharon Priebe, yes; Corleen Proulx, yes; Pat Rondeau, yes; Kathleen Vichunas, yes; Gerald Wall, yes; Rose Walsh, yes; Carol Wenzel, yes; Virginia Zygiel, yes.

24 Yes Votes 0 No Votes
Motion carried.

Audit/Finance Committee – Ken Glasser

The committee met prior to the meeting to review and recommend for approval credit card expenditures in the amount of \$3329.55.

Motion by Ken Glasser to approve credit card expenditures as presented. Support by Sharon Priebe. All ayes, Motion carried.

Membership Committee – John Morrison

No meeting, no report.

Early Childhood Services Ad Hoc Committee – Jean Garratt

The committee met prior to the meeting to review and recommend for approval the Policy and Procedure Revision for On-Board Road Observations.

Motion by Aubrey Haskill to approve the Policy and Procedure Revision for On-Board Road Observations as presented. Support by Jennifer Lopez. All ayes, Motion carried.

Personnel Committee – Bruce Gauthier

The committee met to discuss the results of the performance evaluation for the Executive Director. Overall the evaluation was very good. Members discussed some of the comments and it was very clear that Lisa excels in communication. Many of the surveys commented on the monthly Director Report.

PROGRAM PRESENTATION

Jim Robarge introduced Curt Reppuhn, CPA from the Audit Firm of Echelbarger, Himebaugh, Tamm & Co., P.C. (EHTC). Curt conducted the agency wide audit for the year ending September 30, 2015. Curt indicated that he already met with the Audit Finance committee just prior to the board meeting to review information in detail. Curt presented information on some of the key points related to the audit and stated that the information he distributed contains much more detailed information than what was covered in his presentation. Curt finished by thanking Jim, Karen and Jeff for working with him to complete this process.

Jim Robarge thanked the audit firm and their staff, specifically Curt Reppuhn who was the onsite reviewer, the Program Directors for their cooperation throughout the audit process and Karen Kelsey and Jeff Weiland for their hard work on behalf of the agency. Jim commented that he was pleased to have such a great Accounting staff.

Motion by Ken Glasser to approve this draft as presented with the full binding authority of the board, pending final acceptance from senior management (Executive Director and Chief Financial Officer) of the final report. Support by Sharon Priebe. All ayes, Motion carried.

INFORMATION ITEMS

New Business

No new business

The April board meeting will be held at Huron Breeze Golf & Country Club in Au Gres on April 1, 2016.

Motion by Albert LaFleche to adjourn the meeting at 1:28 p.m. Support by Leonard Page. All ayes, Motion carried.

Date Prepared: March 4, 2016

Date Approved: _____

Board Secretary

Date

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

BOARD MEMBERS PRESENT: Ed Ginop, Joel Evans, Craig Crambell,
Christian Marcus, Louis Scholl, Dennis Priess,
Karla Sherman, Paul Liss, Gary Averill,
Dan Plasencia, Sr. Augusta Stratz

BOARD MEMBERS ABSENT: Robert Boyd, Sue Allor, Ron Isler

STAFF: Alexis Kaczynski, Joan Booth, Christine Gebhard,
Donna Wheeler, Michael Lucido, Ph.D.,
Stacey Chipman, Deb Hiltz

Ed Ginop called the meeting to order at 4:30 p.m.

ROLL CALL

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

PUBLIC COMMENT

There was no public comment

CONSENT AGENDA

Financial Statement – Provider Operations - North Country CMH:

Balance on Hand, Dec. 31, 2015	\$6,604,154.94
Receipts, Adjustments & Transfers, Jan.	\$1,724,889.26
Total Disbursements & Adjustments, Jan.	\$3,867,890.32
Decrease in Cash Balance	\$2,143,001.07
Balance, Jan. 31, 2016	\$4,461,153.88

*Approximately \$1,737,417 has been advanced from the State of Michigan and has been encumbered for outstanding bills.

**Received January 2016 B/B3 payment of \$1,909,423.43 on February 3, 2016 and January 2016 Healthy Michigan Plan payment of \$194,928.42 on February 3, 2016.

MOTION BY LOUIS SCHOOL, SECOND BY SR. AUGUSTA STRATZ, TO APPROVE THE CONSENT AGENDA. MOTION CARRIED.

Information (I) Items from Committee reports

Information items were included in the committee minutes.

Privileging Recommendations

There were no privileging recommendations this month.

COMMITTEE RECOMMENDATIONS – BOARD ACTION

Finance Committee

Mr. Plasencia reviewed the FY15 Pre-audit Budget Status Reports. The auditors are in the process of finalizing the FY15 audit and no changes to these reports are expected as a result of the audit.

Mr. Plasencia reviewed the first quarter budget status reports for FY15. The agency is slightly under spending its budget.

Mr. Plasencia reported that the Director discussed re-hiring a jail liaison worker.

ACTION ITEMS – WITHOUT COMMITTEE REVIEW

There were no action items without committee review.

PRESENTATION

Mental Health First Aid

Michael Lucido and Stacey Chipman introduced themselves and discussed what the Mental Health First Aid (MHFA) initiative is all about. They distributed the booklets that are given to clients about MHFA. They used a power point presentation to give a program overview and told why MHFA is important. They talked about understanding substance use disorders and the MHFA action plan and how to use MHFA training. It was explained that MHFA is the help offered to the person developing a mental health problem. Mental health problems are common. Stigma is associated with mental health problems. People are not well informed about mental health problems. Professional help is not always on hand and people often do not know how to respond.

They provided the percentages of adults with a mental disorder in the United States for one year: Anxiety disorders 19.1%; Major depressive disorder 6.8%; Substance use disorders 8.0%; Bipolar disorders 2.8%; Eating disorders 2.1%; Schizophrenia .45%. Recovery from mental illness was discussed and is the process in which people are able to live, work, learn and participate fully in their communities and live a fuller life. MHFA can be held for any group. The acronym, ALGEE, is taught, which means to assess for risk of suicide or harm, listen nonjudgmentally, give reassurance, encourage appropriate professional help and self-help and other support strategies. This training is

not just talking for 8 hours; there are a lot of activities. There are questions to ask, like “Are you having thoughts of suicide?” Are you thinking about killing yourself?” This is very uncomfortable to do. Then you ask if the person has a plan. The second part of the training is about the symptoms of a panic attack and these symptoms were reviewed. The characteristics of schizophrenia were reviewed. The characteristics of bipolar disorder were discussed. Understanding substance use disorders such as alcohol or drug addiction was discussed. Mental Health First Aid is the help offered to a person until a treatment program can be developed. This program is international and is presented to group homes, probation officers, schools, etc. North Country CMH and the Health Department each have two people trained.

DIRECTOR’S REPORT/COMMUNICATIONS

Ms. Kaczynski referred to the information included in the Board packet from MACMHB. Last week the Governor offered his FY17 budget proposal. She read Section 298 from the Health and Human Services section of the budget proposal and explained what it means: that Medicaid money, currently going to CMHSP’s through the PIHP’s (i.e., the Northern Michigan Regional Entity), would be funneled through Medicaid health plans by September 30, 2017. Section 298 goes on to say that the Health Plans will contract with CMHSPs, but it does not say that they will contract with us exclusively, nor at what cost.

Last month, Ms. Kaczynski shared with the Board the paper from the Michigan Primary Care Association and two Crain’s articles. The mental health system is mobilizing and she participated in a telephone conference convened by the Association to discuss strategy. It was reported that Lieutenant Governor Calley called a meeting with several mental health boards and advocacy groups and told them to disregard the language in Section 298 and consider what would be best for the mental health system and how it could be reinvented. This is a crisis time for the mental health care system. She is going to write letters to key legislators and would like the Board members to also write to them. She is going to mobilize the Consumers’ Council to engage in a letter writing campaign also. Ms. Kaczynski will provide the Board members with resource information, including a template letter, a list of the legislators, and key issues.

She mentioned that Lou Hollow, a former Board member from Charlevoix, had died and referred to the information included in the Board packet. She talked about him and some of his accomplishments and explained that he was a community leader and a dedicated Board member.

Ms. Kaczynski referred to the information in the Board packet on the PAC contribution and asked Board members to consider contributing. Donations can be sent to her to forward to MACMHB.

QUALITY IMPROVEMENT UPDATES

Ms. Gebhard referred to page 17 in the packet. In the fourth quarter performance indicators, all targets were met for Medicaid and all funding sources. During the year only two metrics were missed.

The integrated health care learning community was funded through a SAMSA grant and is with the National Council for Community Behavioral Healthcare and MACMHB. It is an opportunity to work with our peers. Five people will be going to a workshop in Grand Rapids. She explained the five stages of integrated health care and they want to go to level 6. One of the facilitators conducted training for the staff yesterday on “case to care management” and 75 agency staff participated. Something interesting learned was that one agency in the City of Miami has 26 health plans it must contract with to provide services.

NORTHERN MICHIGAN REGIONAL ENTITY

Ms. Kaczynski indicated that Nancy Miller, former CEO of the Mid-Michigan PIHP, who has moved to North Carolina, is facilitating the planning session this weekend in Gaylord. She gave Ms. Miller’s credentials.

OLD BUSINESS

There was no old business.

NEW BUSINESS

There was no new business.

MOTION BY KARLA SHERMAN, SECOND BY JOEL EVANS, TO ADJOURN THE MEETING AT 6:30 P.M. MOTION CARRIED.

Ed Ginop, Chair



**Cheboygan County Fair
Board Meeting
February 1st, 2016
CheboyganCountyFair.Com**



FOLLOW US ON FACEBOOK!

1. Call to order:

President Ron Williams called the meeting to order at 6:30 PM in the Commissioners Room at the County Building.

DIRECTORS PRESENT:

Ron Williams	Ron Fenlon	Matt Horrocks
Darl Taylor	Beth Buhr	Nate Howell
Keith Kwiatkowski	Kelsey Kennedy	John Brown Jr.
Steve Sanford	Gary Spray	Bubba Borowicz

DIRECTORS ABSENT: Colette Andres (E) Derrick Dotski (E)

FAIR MANAGER &

OFFICERS: Dan O'Henley (E) Terry Drake Lisa Duncan

2. PLEDGE OF ALLEGIANCE TO THE FLAG was recited by all.

3. ROLL CALL was taken by Lisa Duncan.

4. APPROVAL OF AGENDA – Additions/Deletions.

MOTION by Matt Horrocks, seconded by Beth Buhr to approve the agenda with the deletion of Fair Queen pageant and Golden Agers under old business, and the Managers report.

MOTION CARRIED

5. PUBLIC COMMENT

Per the Fair Board guidelines in regards to out of county livestock exhibitors;

Scarlett Prow, Colton Prow and Jesse Watson are asking permission to show livestock at the 2016 fair.

MOTION by Beth Buhr, seconded by Matt Horrocks, to approve these 3 exhibitors to show their livestock at the 2016 Cheboygan County Fair. Motion was amended by Matt Horrocks to include those exhibitors who turn in their permission requests by April 1st, 2016.

MOTION CARRIED

6. MINUTES – Minutes of the January 7th, 2016 Fair Board Meeting were presented.

MOTION by Matt Horrocks, seconded by Steve Sanford, to approve these minutes as presented.

MOTION CARRIED

7. TREASURERS REPORT:

Treasurer Terry Drake gave her report.

MOTION by Matt Horrocks, seconded by Beth Buhr to approve the treasurer's report as presented.

MOTION CARRIED

8. COMMITTEE REPORTS:

- Committee Appointments/Changes for 2016 were done.

MOTION by Nate Howell, seconded by Steve Sanford, to approve the additions/changes to the 2016 Committee Appointments schedule.

MOTION CARRIED

- Grandstand Committee

MOTION by Steve Sanford, seconded by Beth Buhr, to approve the 2016 Grandstand Events as presented.

MOTION CARRIED

9. OLD BUSINESS:

- Fair Book dedication; tabled until next meeting.
- Fair Queen Pageant and Golden Agers; tabled until next meeting.

10. NEW BUSINESS:

NONE

11. PUBLIC COMMENT:

- Leigh Ann Theunick spoke about the 2016 4-H Livestock Program Adjustments.

MOTION by Matt Horrocks, seconded by Beth Buhr to revise MARKET ANIMAL RULES, item #2, second paragraph on page 19 of fair book to read: Any animal not meeting weight requirements will be allowed to show in Showmanship classes including Record Books, but will NOT be eligible for Market Classes.

12. MOTION TO ADJOURN

MOTION by Nate Howell, seconded by Steve Sanford, to adjourn.

MOTION CARRIED

Meeting adjourned at 7:10 PM

Submitted by
Lisa Duncan
Fair Board Secretary

At the March 7th, 2016 meeting:

MOTION by Keith, seconded by Steve Sanford, to approve these minutes as presented.

MOTION CARRIED

REGULAR CITY COUNCIL MEETING
January 12, 2016

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

Roll Call:

Present: Riddle, Couture, Kwiatkowski and Temple

Absent: King, Lavender and Bronson

Councilwoman Kwiatkowski moved to excuse Councilmen King and Lavender and Mayor Bronson; supported by Councilman Temple. Motion carried unanimously.

Councilwoman Riddle led the Pledge of Allegiance to the Flag.

Approval of Agenda, and Receive and File all Communications:

City Manager Eustice informed the Council that Agenda Item 6A, under Communications and Petitions, the 2014/2015 Audit Presentation, will not be presented tonight. It will be rescheduled to the January 26, 2016 City Council Meeting.

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

Approval of Prior Meeting Minutes:

▪ **Regular City Council Meeting Minutes – December 22, 2015.**

Councilman Temple moved to approve the Regular City Council Meeting Minutes of December 22, 2015 as presented; supported by Councilwoman Riddle. Motion carried unanimously.

Communications and Petitions:

▪ **Presentation by Mr. Jon Hall, Forestry Department, Consumers Energy – re: Tree Trimming** – City Manager Eustice stated there certainly have been a lot of questions about Consumers Energy’s tree trimming project throughout the County, so they thought it would be a good idea to come to a City Council meeting and explain their operation and what they intend to do here, and try to answer any questions that the Council or public may have.

Mr. Jon Hall thanked the Council and introduced himself, along with Heather Butler, the local forester who will be managing the project, and Tim Petrosky, a local area manager. He provided Council with general information on Consumers Energy followed by the work they will be doing and what we can expect. Consumers Energy is a Michigan based company. They committed 250 million new dollars on Michigan suppliers in 2014 on a five-year program. This money was gone in 6 months so they kept bumping it up to one billion dollars and in July 2015 they hit that mark. They are now committed to spending five billion new dollars over the next five years, or fifteen billion new dollars over the next ten years on infrastructure projects such as better reliability, renewable energy, environmental quality and energy efficiency. Mr. Hall went on to state they invested 750 million dollars for smart meter deployment throughout the State, and are ahead of schedule on that. He stated the smart meters do not look inside a home or cause cancer. What it will do over time is enable the customer to manage the energy use within their homes and

Regular City Council Meeting – January 12, 2016

businesses much more effectively. Finally, Consumers will be spending two-hundred sixty-five million dollars on a new wind park. They have also donated eight million dollars to non-profit organizations, with employees donating over 155,000 hours of their personal time volunteering in the communities. Michigan non-profits received more than 36 million dollars in the last five years from Consumers Energy. Last year they were awarded the William Booth Award from the Salvation Army for their PeopleCare Program. Customers can send in a few dollars to Consumers Energy with their payment and that money goes to the Salvation Army to help people stay warm during the winter. They are responsible for delivering reliable electricity to 1.8 million Lower Peninsula customers in the State, while having over 60,000 miles of overhead lines to maintain. Mr. Hall went on to explain that many factors influence their delivery to do that safely and reliably, i.e. weather, exposure of equipment and trees.

Mr. Hall explained that Consumers Energy has 2,000 circuits across the State. With regard to their commitment to reducing tree-related outages and the upcoming tree trimming/removal they do the following: first send out postcards stating the planner is coming; second they like to speak with the property owner; and third they leave door cards with a contact telephone number. Before work is begun another letter is sent to the entire circuit with a brochure. He went on to state that field work is completed by line clearance qualified contractors, under the supervision of Consumer Energy Foresters; all work is inspected by Consumers Energy Foresters when complete; and all Foresters are certified in the International Society of Arboriculture. Mr. Hall then explained that their distribution lines range from 4,800 volts to 46,000 volts and the clearances vary based on the voltage of the line, construction style and species and location of the tree. He further explained that the line clearing priorities that includes achieve minimum clearance, promotion of future growth away from lines and to minimize risk to the trees' health. To promote future growth away from lines they do what is called a directional prune. Every tree that they look at, and they average about 100 per mile when doing the circuit work, they evaluate individually as to what needs to be done with it. The line clearing considerations are: species of tree (growth characteristics and growth rate); health of tree; location in relation to line; line configuration and voltage; and future maintenance requirements. He then reviewed photographs of a tree planted by a property owner that interfered with a line and the line burning a hole in the tree, with the end result being the tree being removed.

Mr. Hall then reviewed the markings on trees with blue paint. He noted an "X" means the tree is to be removed; an "O" means the tree is to be pruned; and a "/" means small trees or brush are to be removed. Also, a planner will visit with a property owner if they wish to discuss the trimming or removal plans. Mr. Hall also explained line clearing examples of deciduous trees and evergreens.

Mr. Hall reviewed the minimum clearance requirements, noting the voltage of secondary and primary lines and the related minimum clearance. He noted the distribution secondary wire is the only coated wire on their system and requires 1 to 2 feet and services the home or business. The distribution primary wire ranges from 4,800 to 14,400 volts (going down the street on the pole tops) need at least 10 feet of clearance. In undeveloped or unmaintained areas 15 feet is needed on both sides of the pole line. Mr. Hall noted another thing they are doing as part of this year's program is working outside of their right-of-way by up to 20 feet either way. If they see a tree that is dead, dying, diseased or broken that could possibly fall into their lines from outside of their right-of-way they will contact that property owner stating they would like to take that tree down

Regular City Council Meeting – January 12, 2016

because it is a danger and 99 times out of 100 the property owner says sure; thus they are addressing what they call danger trees.

Mr. Hall then reviewed their clean-up practices as follows: (1) In a maintained (mowed area/lawn) are they will chip all the brush and haul it away and will cut the wood into manageable pieces and pile it right there by the tree. Sometimes this can be a concern with a senior citizen or someone incapable of moving the wood; Consumers does not haul wood but know a lot of people that do. He noted there should be no problem getting rid of the wood. (2) In the unmaintained areas all the debris will be piled to the side of the right-of-way, which will eventually deteriorate and be a habitat for animals. (3) After storms before a line is put back up the tree will have to be removed. There are three things they will not do leave: wood on a driveway, sidewalk or street. Other than that, wood debris from storm restoration is the property owner's responsibility just like any other storm damage. Mr. Hall explained that mechanical clearing will not be done, such as side trimmers and hydro ax mowers.

He asked that property owners not plant tall growing trees near overhead lines (Right Tree, Right Place), giving examples of wrong planting. He asked that the City confidently refer property owners with questions, etc. to Consumers Energy. There is also more information and a video at www.ConsumersEnergy.com/forestry and www.arborday.org. Mr. Hall then mentioned the Oak Wilt is just as damaging as the Emerald Ash Borer, explaining Consumers cautiousness when dealing with Oak Wilt disease so as not to spread it. Councilwoman Riddle commented Indian River has a lot of Oak Wilt. Ms. Heather Butler stated the Consumers project area in Cheboygan County will cover about 50 miles. Mr. Hall noted the brochures and information he brought to this meeting. He then asked for questions.

Councilwoman Riddle asked what a safe distance is for planting a tree next to a pole, because too much brush under a pole makes it difficult. Mr. Hall stated they would like to have a safety circle of possibly 10 feet around it because sometimes there is equipment 8 to 9 feet wide that has to get to the pole. Councilwoman Riddle then inquired on the smart meters, saying Mr. Hall mentioned that the homeowners have better control over their electric use, asking if this is explained on the new bill they will receive. Mr. Hall referred her to the Consumers website and the section on the smart meter, noting that more and more information will be provided. He stated the meters are designed now for future technology in home appliances and lighting, etc.

Councilwoman Kwiatkowski asked in the more populated areas why there isn't more of a campaign to bury the wire. Mr. Hall replied their rates are designed for overhead services; underground is much more expensive. Underground lines also have a life and do fail after 30-40 years, pointing out that underground lines put in subdivisions in the 1970's now have driveways, gazebos, landscaping, etc. that now have to be removed due to the failure of the underground line. When an outage occurs in an underground wire, it is much more difficult to find. He likes to have the live wires where he can see them and avoid them.

Mr. Frank Maybank commented on trimming/pruning done over the years on his property, stating they always ask, and he wants to make sure they are not going to butcher but trim. Mr. Hall replied they are not landscapers – they are line service. They will do their best to make sure it is aesthetically pleasing as possible, but that is not the main goal. The main goal is to make sure the wires are clear and safe. Mr. George Striebich asked is someone is going to contact him before

Regular City Council Meeting – January 12, 2016

they start cutting because he has x's on all his trees. Mr. Hall told Mr. Striebich to call the number on the door hanger, because he was not home. Mr. Striebich stated he called the number but no one has contacted him, commenting he planted the spruce trees for a barrier from the road. Ms. Heather Butler stated if Mr. Striebich contacted them he will hear from them before they begin cutting. Mr. Hall told Mr. Striebich that someone will be out to see him tomorrow. Mr. Raymond Lofgren stated they probably have 2,000 to 10,000 shrubs and trees and have not been contacted, although the trees are marked. He then stated there was a door hanger. Mr. Lofgren then said there is a couple problems as the properties are owned by three different owners, of which some are based in Sarasota, Florida. The properties are on Lighthouse Lane cutting across to Duncan Shore. There is probably 1 ¼ mile of properties and is concerned. Mr. Hall stated the property owner has a chance to move a tree if they desire and use it somewhere else. Mr. Lofgren stated some areas that are vegetated over, now is a good time to cut it. Heather Butler then asked for Mr. Lofgren's telephone number to contact him.

Clarence Roznowski asked if Heather Butler is the one doing the trees within the City. She replied yes, but the number on the door hanger is for the planner. Mr. Roznowski stated he owns the Great Lakes Tissue Plant and there is a whole row of trees to be taken out along the River bank, noting they have tried calling the Consumers number but no one calls back. Mr. Roznowski stated he will talk to Ms. Butler after the meeting. Mr. Hall thanked the Council.

Mr. Tim Petrosky stated his role as Area Manager is to be a liaison between the City and Consumers Energy, noting they have met with City Manager Eustice on a couple of occasions. He stated City Manager Eustice has all his contact information if someone has a question, adding he will find an answer. City Manager Eustice thanked Mr. Hall, Ms. Butler and Mr. Petrosky.

Bills and Disbursements:

▪ Prepaid Bills and Disbursements for the Month of December 2015.

Mr. Ray Lofgren commented, with regard to the expense for Elk Run Landfill for WWTP sludge removal, he talked with DPW Director Karmol on this two months ago and also a gentleman from the DNR about receiving the sludge. He feels DPW Director Karmol should have announced Lofgren was taking the sludge for a cost of what we paid Robiadek of about \$7,000.00. They were taking the sludge to their property just out of town and it would not have cost the taxpayers a dime, let alone 21,000 and some dollars. Mr. Lofgren went on to state he was in the middle of negotiations with the DNR, and then all of a sudden the sludge that has been sitting there for probably four years is being bid out for removal in four weeks. He stated the sludge material, would have been laid in their field 8 inches thick for three to four years and then sold, after being tested, and then worked back up with their dirt, selling for \$20.00 per yard. Mr. Lofgren thought the City only paid \$7,000.00, but there was an additional \$21,413.81 paid. He does not understand why DPW Director Karmol did not say a word to Council or the City Manager regarding the Lofgren negotiation with the DNR.

Councilman Temple asked why this happened. City Manager Eustice stated the sludge needed to be moved because we were out of room. He noted this is typically done in four to five year increments but it has been almost ten years. It always costs us to take it to a landfill that takes this type of sludge, and there is always an option to sell it to the farmers, who can only take so much which requires only a certain percentage placed on the land and also requires approval from

Regular City Council Meeting – January 12, 2016

the DEQ. Mr. Lofgren commented there is a lot more sludge material over there, adding this is the second time for costly projects, mentioning the S. Huron Street repair about six months ago.

Councilwoman Riddle stated since we have more sludge and we know it costs a lot of money to move the other, we now can be proactive in doing it in a fashion that would not cost the taxpayers more money. We need to address a good way of doing the removal that does not cost the taxpayers. Mayor Pro Tem Couture commented it sounds like there has been some discussions with DPW Director Karmol on this. City Manager Eustice stated he really was not aware that Mr. Lofgren was still working on that. Mr. Lofgren commented he disagrees with City Manager Eustice because if there was any conversation the book was closed real quickly because they were in the middle of the DNR negotiation. City Manager Eustice asked if it was then still a possibility. Mr. Lofgren replied absolutely. Mayor Pro Tem Couture then requested that this be reopened to find out. City Manager Eustice stated he will have DPW Director Karmol attend the next meeting to explain his position as to why it went this way. Councilwoman Riddle stated since there will be more material, to address it more appropriately in the future would probably be a good thing.

Councilwoman Riddle moved to approve the prepaid bills and disbursements for the month of December 2015 in the amount of \$540,146.77; supported by Councilman Temple. A roll call vote was taken; motion carried unanimously.

▪ **Unpaid Bills and Disbursements for the Month of December 2015.**

Mrs. Trudy Lofgren inquired on the \$2,000.00 expense to Dixon Engineering for the water tower inspection, asking what the results were and if everything is okay. Clerk/Treasurer Kwiatkowski replied he got the billing on this a couple weeks ago and assumes DPW Director Karmol has received some type of report. City Manager Eustice stated it was both an interior and exterior inspection and the interior was okay, which is certainly the most critical part of the tower, noting the exterior of the tower needs to be painted, which they will look at painting this summer.

Councilwoman Riddle moved to approve the unpaid bills and disbursements for the month of December 2015 in the amount of \$25,576.87; supported by Councilwoman Kwiatkowski. A roll call vote was taken; motion carried unanimously.

Department, Board and Commission Reports:

▪ **Planning Commission Meeting, December 21, 2015** – City Manager Eustice commented there is a Planning Commission meeting on Monday, January 18, which should finalize their review of the new Zoning Ordinance; however, there stills needs to be a meeting with Mr. Dick Carlisle of Carlisle Wortman. He is hopeful of getting this to Council sometime in February. The finishing of the City's Master Plan will then follow. City Manager Eustice then stated the Commission did vote to change the meeting time from 6:00 p.m. to 7:00 p.m. on the third Monday of each month.

General Business:

▪ **Consideration of Resolution (Michigan Department of Licensing and Regulatory Affairs, Liquor Control Commission) for a New Small Distiller License at 100 N. Main Street – LMV, LLC** - City Manager Eustice commented this is the former Kentucky Fried Chicken building and this Resolution is basically local government approval for LMV, LLC to be able to

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apply for small distiller liquor license. This license, which is a little more strict, will give them the ability to distill liquors. City Manager Eustice then informed Council and Clarence and Robin Roznowski are in attendance to answer any questions.

Mr. Clarence Roznowski stated he thinks Cheboygan needs some attraction and reason to come to Cheboygan, adding he thinks the Brewery was a great addition, and thinks the next thing that is very, very common and growing quickly is distilleries. They are not talking about an industrial site, but what he calls a boutique distillery. They are talking about making liquors that are very, very specialized in extremely small batches of 5 to 10 gallons at a time and running a number of stills simultaneously. It would be similar to a fudge shop where you actually see them making the fudge in the front window and selling it there. They are not going into national production; it will look more like a science class lab rather than an industrial facility. The process of doing this is not short and not easy. It starts with the State licensing that includes the Council knowing about it and are in agreement with it; Federal licensing; incredibly taxed and overseen; and inspections from a number of government agencies. Mr. Roznowski noted this will take a significant amount of time. After they get through phase one and they get approval to go forward with it, they have to completely change the building around and make it extremely modern. It will be a nice centerpiece for the community. It will not be done this summer, but are hoping to get the licensing this summer, and start the Federal licensing. It may be as much as three years to get the process and equipment together, architecture together, and all licenses. Mr. Roznowski went on to state they acquired the building about two months ago and this is the current plan of what to do with it. If it doesn't work out they will go to plan "B", but do not know what that is yet. He feels this use would be a good fit for the community in that area.

Councilwoman Riddle asked if the changes in the footprint for the building will begin this year. Mr. Roznowski stated he does not think the footprint will change at all, but noted changes to the façade, siding and windows. He stated it does have facilities on site for storage. Clerk/Treasurer Kwiatkowski asked what the distribution system is for those types of items. Mr. Roznowski stated they are talking about a micro-facility – all will be sold on it, no distribution. There will also be a tasting room on site. Councilwoman Kwiatkowski asked if there will be a bottling line or the growler type. Mr. Roznowski replied it will be a bottling type and the operation will be very small. City Manager Eustice asked if tours of the facility are still in the plan. Mr. Roznowski replied yes. City Manager Eustice then asked if their plan is only to distill rum. Mr. Roznowski replied no, they will be making just about everything they can make, noting rum is the easiest liquor to distill as they can use all Michigan ingredients and focus on using sugar beets, adding it will be a 100% Michigan made rum.

Councilwoman Kwiatkowski moved to recommend the Application by LWV, LLC for a New Small Distiller License at 100 N. Main Street; supported by Councilman Temple. A roll call vote was taken; motion carried unanimously.

Public Comments:

Mr. Ray Lofgren stated he would like to address Council about the sludge removal, unless they want to do it at a different time. Mayor Pro Tem Couture stated he definitely would like to hear more about what is going on, but would like to have DPW Director Karmol explain it, noting Mr., Lofgren's input is definitely desired. Mr. Lofgren stated he will be short, going on to state he is sure the DPW probably has a lot of work load. He believes the taxpayers are paying the brunt of

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work that is going out and some of it is unnecessary. He stated his process with the DNR for this particular sludge begins with a visit to the site, etc. He believes he was told that 2,000 yards at the north end was removed and there remains two-thirds or three-quarters more to haul. He opened the door because Mr. Bryan Lofgren said he didn't have time to talk to DPW Director Karmol and a Mr. Wilson, he believes, from the DNR, so he made two contacts. Then he needed to talk to DPW Director Karmol again, which he did. Three weeks later the sludge was gone. Nothing was said to him or Bryan Lofgren. Mr. Lofgren commented he thinks there is a lot of this going on that the Council is not aware of. City Manager Eustice reiterated that he will have DPW Director Karmol attend the next Council meeting to address this issue. Councilwoman Riddle stated it is always a good thing to reuse the material, noting the reuse of the sawdust pile. It is a process where you have to aware and plan for it, but it's something that can be done. Mayor Pro Tem Couture stated it is his hope there are valid reasons, but we will figure it out.

City Clerk/Treasurer's Comments:

- **Audit Presentation** – Clerk/Treasurer Kwiatkowski stated the Audit Presentation is scheduled for the next City Council meeting
- **2016 Elections** – Clerk/Treasurer Kwiatkowski commented there are four elections this year – March Presidential Primary, May School Election, August Primary, and November General, including the Presidential and City Council. He noted there will be three Council seats open and the Mayor's seat. He will get the deadline for turning in nominating petitions to Council. Clerk/Treasurer Kwiatkowski went on to state at the State level legislation was passed that if you have a local item on the ballot, 60 days out from the election to the day of the election there may be somewhat of a gag order on all public officials. They are sorting this out in Lansing now, but as of right now if we had a project that we wanted to place on the ballot, due to a bond, from two months before the election up to the election we would not be able to speak to anyone about it or provide information. Originally it was that you could not spend public monies, i.e. mass mailings, ads in the paper, etc., but with the new law you cannot even talk about it. Clerk/Treasurer Kwiatkowski informed Council he will keep them informed on this issue.

City Manager's Report:

- **Streetscape Lights & Pedestrian Footbridge** – City Manager Eustice reported that Consumers Energy got the streetscape lights back on, which were out due to the Consumers pole that caught on fire in Washington Park for the third time. The power was rerouted away from the pole. There still is no power to the pedestrian footbridge or the elevators. Consumers Energy engineers are working on how to correct the pole issue. On August 2, when we had a lot of damage throughout the City from a wind storm, at which time the pole caught on fire, in addition to early Christmas Eve. There is something wrong with their power source and until they get their engineering to figure out what that is, they are not repairing it. It is down right now and may be down for several more weeks, and have even told him it may not be repaired until spring because the power that runs to the footbridge is underground and believe that entire wire is burnt. Councilman Temple asked if the bridge is shut down for the winter. City Manager Eustice replied it is not, although it is not handicap accessible but you can walk across it. The State says if there is an outage like that we can still allow pedestrians to go across it. We could not purposely shut it down. He added unfortunately due to the power outage on Christmas Eve several stores were not able to sell what they normally would sell and could not use credit card machines, although some stores stayed open. He noted there are no overhead lights at the intersection because of the streetscape project, so that portion of downtown was very dark.

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- **Festival Square Ice Rink** - City Manager Eustice announced that the Parks & Recreation Department are building an ice rink in Festival Square. It probably will not be usable until early next Monday.
- **Utility Committee Meeting/Projects** - City Manager Eustice informed Council that last week a Utility Committee Meeting was held, noting Councilman Temple attended in place in Councilwoman Kwiatkowski who was not able to be there, as well as Councilwoman Riddle. They went through a lot of projects in the five-year and ten-year plans in the Water Reliability Study and over that ten years we have close to 8 million dollars of improvements that are recommended by the Study and the DEQ. Part of this is the water tower, at nearly 2 million dollars. We will try and get funding for a new tower from the USDA this year, with the actual project not occurring until 2017. We need the capacity if we are going to grow and add businesses, especially manufacturing businesses. The DEQ says we need at least 600,000 gallons above ground and we currently only have 500,000 gallons, and recommended a 300,000 gallon tank. City Manager Eustice stated they are looking at putting up a 500,000 gallon tank. The Committee will meet again in February with the USDA (Blake Smith) and DEQ (Brian Thurston) and discuss all of the funding options and what we need to do.
- **Port Purchase Agreement** - City Manager Eustice stated the City's Attorney for the Port Project, Steven Joppich, did respond to Bois Blanc Township in regards to their Purchase Agreement. Mr. Joppich did edit it and took out what we considered to be unacceptable contingencies in the Agreement. The attorney for Bois Blanc Township does have this from Mr. Joppich and we have not heard anything yet. City Manager Eustice went on to state he is going to ask Mr. Joppich to contact the attorney for Bois Blanc Township, Mr. Cliff Bloom, and set a timeline. He went on to state that Mayor Bronson, Councilman Lavender and himself met with Ryba last Monday, January 4, informing Council that Ryba has an offer in on some of the same property that the Township is interested in and Ryba would like an answer at some point. They do not want to wait until spring. City Manager Eustice stated he thinks the City owes Ryba an answer pretty soon, noting Ryba was going to bring a couple barges back here, but because of the weather they were not able to do that. Ryba would like to buy property both for storage and future development. Mayor Pro Tem Couture gave his personal opinion that as soon as we hear anything from the Township that a closed session Council meeting be held, with all members present, so that we can talk about this openly and find the direction that we really want to go and start to keep moving forward. City Manager Eustice stated the meeting cannot be in closed session. Closed session meetings can be held for land acquisitions, but as far as the sale of property any discussion has to be held in an open meeting. Councilman Temple stated we really need to get a time limit on this. City Manager Eustice reported that Kokosing/Durocher Marine is going to make an offer on property on the north end that will probably come in by the end of this week. Mayor Pro Tem Couture commented there is other interest, too. City Manager Eustice replied the U.S. Fish & Wildlife would like to buy 160 feet this year. Mayor Pro Tem Couture stated the City should plan to meet with the U.S. Fish & Wildlife, as well, unless we know all the details of what they are looking for, to have this information available for full Council discussion so we can put together a plan and go with it. City Manager Eustice commented a lot has changed since we owned the property. Mayor Pro Tem Couture stated it was hard for anybody to be interested in it until they knew it is available.

Mr. Ray Lofgren commented the U.S. Fish & Wildlife occupies City property. Ryba is operating on City property. If Durocher wants property, what is left of the Port.? He then asked if revenue

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is coming into the taxpayers from the U.S. Fish & Wildlife and Ryba. Mayor Pro Tem Couture commented these are all valid pieces of information.

Messages and Communications from Mayor Pro Tem and Council Members:

▪ **Sidewalk Clearing – W. Lincoln Avenue** – Mayor Pro Tem Couture stated he drives school bus every day and does not know what the rules are for sidewalk clearing. The sidewalk that goes to the middle school and high school areas is not passable and does not know whose responsibility it is. If it is not the responsibility of the property owners, he truly thinks the City should clear it, as he feels it is not safe to walk on the street. Councilman Temple commented the City clears from State Street, down “F” Street to East Side School, so we should be clearing the sidewalk to the high school. Councilwoman Riddle asked if the John Deere used to clean sidewalks is used at its maximum. City Manager Eustice replied probably not and the DPW is going to try and get a tractor into the hands of the Parks & Recreation Department to clear sidewalks. The Parks & Recreation Department right now clears most of the sidewalks with hand snow blowers. Mayor Pro Tem Couture stated the Lincoln Avenue sidewalk clearing needs to be pretty high on the priority list. City Manager Eustice informed Council he will look into this.

Adjournment:

Councilman Temple moved to adjourn the meeting at 8:24 p.m.; supported by Councilwoman Kwiatkowski. Motion carried unanimously.

Mayor Mark C. Bronson

Clerk/Treasurer Kenneth J. Kwiatkowski

Councilman Joseph Lavender

Councilwoman Winifred L. Riddle

Councilman Vaughn Temple

Councilman Nathan H. King

Mayor Pro Tem Nicholas C. Couture

Councilwoman Betty A. Kwiatkowski

REGULAR CITY COUNCIL MEETING
January 26, 2016

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

Roll Call:

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

Councilwoman Riddle led the Pledge of Allegiance to the Flag.

Approval of Agenda, and Receive and File all Communications:

Mayor Pro Tem Couture moved to approve the Agenda and receive and file all communications; supported by Councilwoman Riddle. Motion carried unanimously.

Approval of Prior Meeting Minutes:

▪ **Regular City Council Meeting Minutes – January 12, 2016.**

Councilwoman Riddle moved to approve the Regular City Council Meeting Minutes of January 12, 2016 as presented; supported by Councilwoman Kwiatkowski. Motion carried unanimously.

Communications and Petitions:

▪ **2014/2015 Audit Presentation by Gabridge & Company, PLC** - City Manager Eustice introduced Mr. Neil Hammerbacher, CPA. Mr. Hammerbacher stated there are eight comments on the audit report itself. He directed the Council to pages 1-2, Independent Auditor's Report, stating even though they put the financial statements together as part of the service, they are management's responsibility. Gabridge's responsibility is to give an opinion on them, as to whether they are fair or not. He then read, in part, the Opinions paragraph on page 2, explaining in their profession they call this an unmodified opinion, which is the best you can get so the City is to be commended for that. Mr. Hammerbacher then referred to page 5 explaining that every audit report contains Management's Discussion and Analysis, which includes Financial Highlights. He pointed out that: "At the close of the current fiscal year, unassigned fund balance for the general fund was \$946,103, or 47 percent of the general fund's annualized expenditures." The State of Michigan thinks you have a problem if it's 13% or below, but the City is at 47% so its general fund is in decent shape. Mr. Hammerbacher then stated on page 18 & 19 are the Statement of Net Position and Statement of Activities. In the governmental column, unrestricted net position, there are brackets around \$871,545, which is a negative – you would not want that to be a positive number. There was an accounting change that just took place in the last year for all governments where we put on the books a liability for our pension. For the City of Cheboygan that is a two million plus number. So they have to restate the prior year net assets and then make an entry. For the first time that number went negative this year.

Mr. Hammerbacher then referenced page 19, stating this shows the activities on the functional basis. He went on to state the Change in Net Position of (\$258,933) indicates things got a little bit worse during the year so the current net position by the current year operations declined by that amount. On page 20, Balance Sheet, Governmental Funds, he referred to the City's capital projected fund (Port Property Fund), because we acquired some land during the year. It is management's intention that the City is going to sell this, so they called it Inventory – Land Held

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for Sale. Mr. Hammerbacher referred to page 25, Statement of Revenues, Expenses, and Changes in Net Position, Proprietary Funds, explaining these are the City's business type funds, i.e., sewer and water and some other non-major enterprise funds. He explained the Internal Service Fund (motor pool fund), noting there was a transfer made that was recorded during the audit of \$90,825 because that fund would have went into a deficit position at the end of the year. If a fund is in a deficit position they want to know about and want you to file a deficit elimination plan, and the monies come from the General Fund so the transfer was made to avoid doing the notification and plan.

Mr. Hammerbacher then referenced page 58, Note 14, Reporting Change, reviewing the same, stating this was mentioned earlier to Council. He stated the adjustment for putting this liability on the books was \$2,062,831 in Governmental Activities and in the Business-Type Activities the adjustment was \$612,130. This is the effect of putting pension liability on the books at the beginning of the year.

Mr. Hammerbacher called Council's attention to the Independent Auditor's Report on Internal Control on page 73, stating they noted one issue, is a repeat issue dealing with segregation of duties. The Clerk/Treasurer has his hands on a lot of things and the Council has accepted this in the past and they found he did very good work. He then referred to the last three pages of the report and reviewed the same, stating this generally tells Council how the audit went.

Mr. Hammerbacher then asked for questions, stating the audit was filed with the State of Michigan by December 31, 2015, six months after the year-end date. There were no questions. He then thanked the Council.

Clerk/Treasurer Kwiatkowski commented he thought everything went well for the audit. He noted, even with the unfunded liability, we are still in a pretty good financial place. In the foreseeable future we will want to look at that during union negotiations. Mayor Pro Tem Couture asked if there is an end date to the unfunded liability and at what level are we currently funding it. Clerk/Treasurer Kwiatkowski stated the total unfunded is a little in excess of three million dollars and what MERS has done in the past is amortized that over 30 years with a rate of return on investment of around 8%. They are doing accelerated funding now, so the amortization schedule instead of 30 years is 20 years. He explained that when he first came to work at the City we might have been contributing \$70,000 to \$80,000 a year – the level that we are contributing at this year is going to be \$280,000. Mayor Pro Tem Couture asked how far into the 20 years we are. Clerk/Treasurer Kwiatkowski answered it started two years ago. Mayor Pro Tem Couture asked if we could jump that level to do that quicker or is this where they tell us we should be doing it based on our financials. Clerk/Treasurer Kwiatkowski replied they are telling you based on a 20-year amortization period, noting some communities that were affluent have opted to accelerate their funding. This is something we could look at but if we did that it would really have an effect on the General Fund and Water & Sewer Fund, affecting what kind of projects we could do. Mayor Pro Tem Couture asked once the 20 years is up, would we still be paying to keep it up. Clerk/Treasurer Kwiatkowski informed Council what the City has now for all of the new hires is a Hybrid, noting out of 25 full-time employees 6 are on the Hybrid now. Mayor Bronson asked in the future the Hybrid will become more prevalent. Clerk/Treasurer Kwiatkowski replied yes. Councilwoman Riddle asked if we will then be in an extremely better position. Clerk/Treasurer Kwiatkowski replied when he came to work here the City had was is

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called a B-3 Defined Benefit Plan which was fully funded and we really did pay hardly anything into MERS and a couple years later it went to a B-4, the richest plan in MERS. We went from fully funded to \$100,000 liability overnight. A lot of cities are bridging back from a B-4 or B-3 or B-2. This is something he has spoken to City Manager Eustice about. Mayor Pro Tem Couture asked when negotiations start with the two Unions. Clerk/Treasurer Kwiatkowski replied both contracts are up in July 2017, so negotiations would begin early 2017.

Councilman King moved to accept the 2014/2015 Audit as presented by Gambridge & Company, PLC; supported by Mayor Pro Tem Couture. A roll vote was taken; motion carried unanimously.

Department, Board and Commission Reports:

- **Department of Public Safety Monthly Statistics** – Received and filed.
- **Port Commission Meeting, January 4, 2016** – Received and filed.

General Business:

- **Request to Take Bids – Lawn Tractor for Parks & Recreation Department** - City Manager Eustice stating they are asking the Council to allow us to send out Requests for Bids on a lawn tractor, which is about a \$10,000 to \$12,000 item. It is a large lawn tractor with an 80 inch deck and maneuverability is almost on the spot. The one we have in service now is about at the end of its use. Councilman King asked if the new one would be larger than or similar size to the current tractor. City Manager Eustice replied similar size and it will be needed at the start of the grass cutting season, noting this equipment is in the Capital Improvement Plan.

Councilwoman Kwiatkowski moved to approve the taking of bids for a lawn tractor for the Parks & Recreation Plan; supported by Councilman Temple. A roll call vote was taken; motion carried unanimously.

- **Consideration to Approve Traffic Control Orders, Nos. 3-14; 03/15- 04/15; 06/15-08/15; and 01/16-03/16.**

Councilman Temple moved to approve Traffic Control Orders Nos. 3-14, 03/15-04/15, 06/15-08/15, and 01/16-03/16; supported by Councilman King. A roll call vote was taken; motion carried unanimously.

- **Consideration of Bids – 4x4 Extended Cab Pick-Up Truck for Water Department**

(Emergency Replacement) - City Manager Eustice stated the Water Department had a 2001 truck that has been taken out of service, noting the replacement is in the Capital Improvement Plan. He stated about \$2,000 was put into the 2001 truck in the later part of 2015 and just recently the water pump went out and the frame of the vehicle is in a condition where it was a safety hazard. City Manager Eustice informed Council that they will also use the new truck to plow, which will be outfitted with lights. The City bid this through MiDEAL, which is a State agency that bids out all types of vehicles. Through this bid process, Ford vehicles were the lowest cost and Fernelius Ford Lincoln also bid and, to our surprise, bid lower. MiDEAL usually only has white and red trucks, which they sell to municipalities and counties. The truck, through Fernelius Ford Lincoln, is blue in color, and MiDEAL only has a white truck. Both vehicles are

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available right now. Councilman Temple asked if this truck will be used to plow parking lots. City Manager Eustice replied yes, the plowing can be done by Mr. Don Dailey, who is at City Hall every morning doing water testing. He then informed Council of the job posting for a new Water Department employee, who will cross-train between the DPW and Water Department. Mayor Bronson asked if the Fernelius bid included the Boss plow. City Manager Eustice replied the plow and light bar are included. He explained that DPW Director Karmol could not attend tonight's meeting because he was attending a grant writing seminar at Lansing Community College today and tomorrow. Councilman Temple commented he would like to see a maintenance schedule on the trucks, i.e. cleaning them up because of all the salt and these need to be kept up. Councilman Lavender asked if DPW Director Karmol recommended which vehicle to go with. City Manager Eustice stated DPW Director Karmol said he would take either one. Mayor Pro Tem Couture commented on having a "V" plow instead of a straight plow and would like the City to purchase the right piece of equipment. City Manager Eustice stated he will ask DPW Director Karmol about this.

Councilwoman Kwiatkowski moved to approve the purchase of a 4x4 extended cab pick-up truck from Fernelius Ford Lincoln in the amount of \$38,020.00; supported by Mayor Pro Tem Couture. A roll call vote was taken; motion carried unanimously.

Public Comments: *(None.)*

City Clerk/Treasurer's Comments:

▪ **Annual DDA TIF Financial Report for City's Fiscal Year Ended June 30, 2014 -** Clerk/Treasurer Kwiatkowski stated this Report has already been published in the *Tribune* and sent to the Department of Treasury. He briefly reviewed this Report. He referred the Council to the bottom of the Report showing where the different captured money comes from, noting \$105,300 from the City; County - \$39,700; City Debt - \$35,800; Library - \$8,000; Senior Citizens - \$3,500; Ambulance Authority - \$1750; and our new Road Fund lost about \$7,000 to the DDA this year. He stated there has been some unexpected revenues from the State last year and this year from personal property tax that we can no longer collect. City Manager Eustice commented for the 2016/2017 fiscal year the DDA is going to get a nice revenue increase from the Straits Area Federal Credit Union as the DDA will capture the bulk of that improvement. Also, Bishop Motors GMC Cadillac was under the Obsolete Property Rehabilitation Act Program when Wernig Jones had the facility, so there was a tax break for 11 years, which expired December 31, 2015. That value now comes into the current assessment roll and, again, all of that gets captured for the DDA. Clerk/Treasurer Kwiatkowski informed the Council if the DDA were to be dissolved, the \$105,000 that comes from the City's General Fund would actually be a wash because we would still have debt service on the footbridge and Festival Square. City Manager Eustice noted the DDA TIF was extended to 2022.

City Manager's Report:

▪ **Planning Commission Meeting/CIP/Strategic Planning -** City Manager Eustice reported at the last Planning Commission Meeting they discussed the Capital Improvement Plan (CIP), which was done last year. Noting the CIP is a five-year plan that should be updated every year. In this process, the venue for helping to update the CIP is the Planning Commission, who did not assist with it last year. The Planning Commission was given a copy of last year's CIP and when they meet in February they will discuss projects they may have a desire to do within the City. The

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Commission's role is not only to help the City with business development and zoning type issues, they are the planning venue for recreation department type planning and making recommendations to the Council of what they want the City to look like in the future. The Commission is also a big part of the new Master Plan they are working on. City Manager Eustice then informed Council he would like to have a strategic planning meeting with the Council, perhaps prior to a regular meeting or separately during the day, etc. He would like to get input from the Council to get ideas of the goals of the Council for the future. There has not been a strategic planning meeting since 2008. The HyettPalma Study was used a little for strategic planning and we have completed almost everything that was contained in this Study from 2004. He would like to have this strategic planning meeting within the next month or two. City Manager Eustice stated he received a lot of feedback on Gordon Turner Park and is currently working on a grant to put an open air pavilion there, which Northern Lakes Economic Alliance is helping with. He went on to state that Project Playland is 23 years old so the equipment is ancient, noting a swing set has fallen apart. A lot of the equipment was made from old telephone poles that were donated. There is grant monies available for these types of things, i.e. DNR Land Trust and Passport Program. He stated the Passport Program funding comes from State park stickers. Mayor Pro Tem Couture asked if the new play equipment at the Recreation Center was grant. City Manager Eustice replied no, the City's General Fund paid for it. The strategic planning session, in some respects, will also help finalize the Master Plan. He then asked Council for feedback as to how they would like to approach this, so he can set up a meeting; adding, he does not think we need a facilitator.

- **Sludge Hauling** - City Manager Eustice stated DPW Director Karmol put together information for Council on the sludge hauling that was done, pursuant to Mr. Ray Lofgren's question at the last Council meeting on the \$21,000 that was spent. Mr. Lofgren is still working on getting approval from the DEQ to qualify for the sludge for one of his properties. City Manager Eustice informed the Council we needed to move the sludge, which had not been done in 10 years and we were out of room. He stated if someone does take sludge, they can only take 50% of the acreage that you have, noting we were cited in 2006 for taking too much sludge to a private property. He referred Council to a list of the nine different properties that are qualified to take sludge and the property has to be used for agricultural purposes (grow a crop). Mayor Pro Tem Couture asked how much sludge the City has left. City Manager Eustice replied 40% was removed and additional has been added since. City Manager Eustice stated he will contact Mr. Lofgren.

- **Port Property** - City Manager Eustice stated Bois Blanc Township has had the amended purchase agreement for three weeks. Yesterday City Attorney Steve Joppich sent a letter to Bois Blanc Township's Attorney Cliff Bloom, as we have not heard anything from them at all. City Attorney Joppich has given the Township a deadline of this Friday for an answer, one way or the other. City Manager Eustice informed Council that Kokosing is still working on an offer and they will try and get us an offer within the next week. They have to file a Facilities Security Plan in February and will include the north end of the Port property that we own, noting this is a Plan that has to be in place with the United States Coast Guard for that property to be eligible to ship and receive. Councilman King asked if this property has to be included in the Plan even if they were leasing the property from the City. City Manager Eustice replied yes, noting the Kokosing property has always been eligible. Councilman Lavender asked if the City does not hear from the Township on Friday, is there going to be some proposed action at the next Council meeting to move forward. City Manager Eustice replied we certainly could. Mayor Bronson commented there is a Port meeting next Monday. City Manager Eustice stated the Port Commission would be the venue to take it to first for a recommendation to the Council for their February 9 meeting.

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- **Moran Iron Works Meeting** - City Manager Eustice informed the Council that he and Mayor Bronson have a meeting with Moran Iron Works next Tuesday, February 2, 2016 at 9:00 a.m. Mr. Jim Nihls, who is on the Port Action Commission, our industrial marketer will also attend the meeting. They will upgrade Moran Iron Works on the status of the Port activity and find out what kind of interest they have in the Port, as we want to make sure they have the ability to utilize the Port first.

Messages and Communications from Mayor Pro Tem and Council Members:

- **Sidewalk Clearing – W. Lincoln Avenue** - Councilman Temple stated a meeting or two ago we talked about clearing the sidewalk on Lincoln Avenue up to the schools, asking if the City has been doing that. City Manager Eustice replied yes. Councilman Temple then asked if the City used to clean sidewalks on Main Street as far as McDonalds. Councilman Temple stated we need to get this done, as he has had a couple of complaints because there is no place to walk.

- **Snowmobile Traffic** - Mayor Pro Tem Couture stated from Burger King to the high school it is set up for snowmobiles on both sides and thinks it only needs to be on one side from the Trailhead. Councilwoman Riddle commented the snowmobiles are in the berm and are not supposed to be on the sidewalk until you get from Huron Street to Burger King. Mayor Pro Tem Couture commented on the flags he sees to keep people off of lawns. Chief Jones stated there are flags at Huron and Lincoln and Cuyler and Lincoln.

- **Division Street & E. State Street Water Main Breaks** – Councilman King asked for the status on the recent water main breaks on Division Street and E. State Street. City Manager Eustice reported both breaks are repaired, noting the E. State Street break was somewhat severe. The State is going to help us fund repair of the street, since it is a State highway. The problem with the street is there is a 1912 water main under it that is in pretty bad shape. The Planning Commission recently discussed this, as the State did that project a couple years ago, noting he is not sure why the water main was not replaced at that time. City Engineer Jim Granger, who is also on the Planning Commission, said they looked at that and talked about it but did not think they could get the funding quick enough to do it. They made the decision not to replace the water main. This is something we can do in the future.

City Manager Eustice stated the Division Street break involved an older water main, noting there is an 1894 water main that runs down Western Avenue, where we had three breaks over the past 12 months.

- **Capital Improvement Plan Meeting** – City Manager Eustice stated there may possibly be a Capital Improvement Planning Meeting before a Council meeting. He asked Council to give him their suggestions as to the time.

- **Power Outage/Street Lights** - Councilman King commented on the street lights that were out for a couple weeks after a recent last power outage. City Manager Eustice replied the street light outage was tied into the pole/transformer in Washington Park that has caught on fire three times in the past year. The power for the street lights has been rerouted and the line that is underground that goes to the footbridge is still burnt out.

- **Blight** – Councilwoman Kwiatkowski stated there is an individual property owner who is concerned he might be ticketed if he does not clean up his property, but he has no money and is not capable of doing it himself. She told him she would bring it up at Council. Councilwoman Riddle stated some property owners may not be aware they are eligible for poverty exemptions. Councilman Temple stated he does not see where it would cost a lot of money to clean something up. City Manager Eustice stated there are some other options we need to look at. Mayor

Regular City Council Meeting – January 26, 2016

Bronson commented people are noticing the blight enforcement and clean-up improvement. Councilman Temple stated there is a lot more involved in blight clean-up than people know. Chief Jones stated he met with Judge Barton and set the fines higher.

▪ **Consumers Energy Tree Cutting** – Mayor Bronson asked if tree cutting has begun in the City yet. City Manager Eustice replied no, but they have started in the County. Ms. Trudy Lofgren stated tree cutting has begun near them. Councilwoman Riddle asked how it looks. Ms. Lofgren replied they are really cleaning it up and there is not a lot of wood there. Councilwoman Kwiatkowski stated Consumers is doing exactly what they said they were going to do, i.e. cutting and stacking.

Adjournment:

Councilman Lavender moved to adjourn the meeting at 8:14 p.m.; supported by Mayor Pro Tem Couture. Motion carried unanimously.

Mayor Mark C. Bronson

Clerk/Treasurer Kenneth J. Kwiatkowski

Councilman Joseph Lavender

Councilwoman Winifred L. Riddle

Councilman Vaughn Temple

Councilman Nathan H. King

Mayor Pro Tem Nicholas C. Couture

Councilwoman Betty A. Kwiatkowski

REGULAR CITY COUNCIL MEETING
February 23, 2016

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

Roll Call:

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

Absent: Lavender

Councilwoman Kwiatkowski led the Pledge of Allegiance to the Flag.

City Manager Eustice stated he did not hear from Councilman Lavender.

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

Approval of Agenda, and Receive and File all Communications:

Mayor Pro Tem Couture moved to approve the Agenda and receive and file all communications; supported by Councilman Temple. Motion carried unanimously.

Approval of Prior Meeting Minutes:

▪ **Regular City Council Meeting Minutes – February 9, 2016.**

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

Department, Board and Commission Reports:

▪ **DPS Monthly Statistics, January 2016.** *Received and filed.*

General Business:

▪ **Discussion of Purchase Agreements, re: Port Property – Bois Blanc Township and Ryba Marine Construction** - City Manager Eustice informed Council they currently have two purchase agreements, noting there is an updated agreement from Bois Blanc Township that has been presented to Council via e-mail. He went on to state Council has been provided with the February 10, 2016 Bois Blanc Township meeting minutes, explaining there were two motions, one being to prepare the Cheboygan River purchase agreement and resubmit to the City, which the City has noting they did agree to basically take out most of the contingencies that we thought were not favorable to the City. City Manager Eustice went on to explain the second motion, which involves a 4-acre piece owned by the MDNR (larger than what they wanted in the Port property), that the DNR is willing to sell to them. City Manager Eustice then stated he has spoken with Mr. Jeff Lawson, Cheboygan County Administrator, because adjacent to the County Marina there is a pretty large parking lot, with two boat launches, and the parking lot is never more than 50% full. Mr. Lawson said the Township could certainly use the marina parking lot for overnight parking. City Manager Eustice made a presentation to Council pointing out the County Marina property, the MDNR property (35% wetlands; 65% very usable), the parking lot of the County Marina, boat parking and additional parking, with sidewalk accessing the MDNR property. The Township received approval to spend \$300 for the application process to the State

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of Michigan. At least a couple Board Members do not like the location, but he feels it is more of a recreational area and would be more conducive to a car & passenger ferry service, instead of being in the midst of Kokosing and Ryba as they expand and directly across from U.S. Oil when their boat is in unloading for a minimum of 72 hours. He pointed out the proposed location of the ferry dock in the Port property. City Manager then indicated the Cheboygan County Commission property and three residential properties, in addition to one home on Lake Street that should be condemned. He stated that entire block is an ideal location to put a manufacturer in that area. The County Road Commission building is in good shape and the Road Commission wants to move to be more centrally located in the County. There has been some interest, but it has not been sold. If the Township were to locate in the Port property, they would impede access to the water and lay down area/storage space.

City Manager Eustice explained the purchase agreement with Ryba is 300 feet of River, squared off to Main Street. There is still available property north of this 300 feet for the Township, if they are interested in it, but feels in the long run it is not the ideal place for a ferry service, adding it is more suited for a private investor or someone who wants to build a manufacturing facility here, or Moran Iron Works. City Manager Eustice stated if the Township occupied property within the Port at their desired located they would occupy about 25% of the entire Port property. They are a public entity and non-taxable while Ryba Marine is a private company and taxable. There would be long-term property tax revenue from Ryba. He then pointed out the public properties on the River in that area.

City Manager Eustice further explained in the agreement with Bois Blanc Township the purchase price did not change, but they want to be private (no activity going on around them) and want to control that, along with wanting the City to control that, as well. It is a Federal navigable waterway and we cannot police some of the things they want us to do. Mayor Pro Tem Couture interjected this information makes him recreate his thoughts from when he first got involved. His understanding originally was the idea of the Port project was to create jobs in the City of Cheboygan, utilizing our deep water port which is basically a gem in Michigan. Now putting Bois Blanc Township, which he has nothing against or its operations, right in the middle of what property we now own, with the constant traffic from the ferry dock does not really add up to being the perfect location with barges, etc. It would be ideal for the ferry to be located near the mouth of the River.

City Manager Eustice stated the picture he is showing was the original plan for the Port being industrial, including a dry dock. He explained freighters coming in to unload aggregate, i.e. stone or sand. This is still the plan and it is what Kokosing wants to do, so not only is there a vessel at U.S. Oil across the River, there could be a vessel sitting north of the ferry unloading stone or sand.

Mayor Pro Tem Couture stated we have two existing businesses on each end of the property that are already utilizing for what we originally thought would be correct usages. The businesses are already doing this and will only expand, we hope. Whether it be these existing businesses or new businesses that will create jobs in this City, his personal goal is to create more lunch pail jobs in the City. We need to be able to control the access so our Industrial Park can grow and use this Port because that is the idea of the Port.

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City Manager Eustice stated we are going to attract similar business, like Moran Iron Works. They will need an area to lay down product until ready to be shipped. City Manager Eustice informed Council there is a marketing committee working on attracting industrial type businesses for the Port.

Mayor Bronson inquired from City Manager Eustice as to whether there is to be action on this matter, such as direction from Council. City Manager Eustice replied the Ryba agreement is pretty cut and dried, with only a couple subtle changes to make to it. Mayor Bronson then asked for any comments from the public. There were none. Councilwoman Riddle asked how easy it is to update information on the port drawing, because she noticed Cheboygan Lumber Company should be Bernard's, adding there may be others that are outdated. City Manager Eustice stated this can be changed.

Mr. Ray Lofgren, audience member, commented the two parties over the past year have been sort of negotiating on the sidelines, between themselves, or between Council meetings about the cost of the property, asking if it is still \$330 a foot. City Manager Eustice answered it is still \$330,000. Mr. Lofgren then asked if he was correct that Ryba wanted a lower price. City Manager Eustice replied Ryba's offer is \$750 per front foot, which is appraisal price; the price per foot for Bois Blanc Island is close to \$900 per front foot (367 feet at \$330,000). Mr. Lofgren then asked if the City has a proposal from Bois Blanc Township tonight for \$900 per front foot. City Manager Eustice replied yes. He commented both the Ryba and Township purchase agreements are draft agreements. Mr. Lofgren then asked if Council is looking at selling 600 feet of property for \$900 per front foot. Mayor Pro Tem Couture replied no. Mr. Lofgren then inquired where the City is at on this. Mayor Bronson stated that is part of the discussion because the offer from the Township is at a higher rate at about \$902 per front foot; Ryba has an offer for \$750 a front foot for the same frontage. He went on to explain it is not 600 feet, it's 300 feet with both wanting a part of the same footage. Mayor Bronson pointed out one is a taxing entity and one is not, but there is some consideration there, too. City Manager Eustice explained there is 200 feet of overlap, being they both want part of the same 200 feet. Mayor Pro Tem Couture commented that is why we are still here because more things have come to light why the property is wanted. That is what we are figuring out through the negotiation process. He went on to state we need to figure out what is the best route and in his opinion what our desire is and putting what we want there (part of our master plan) and then at a reasonable rate. Whenever we sell the first piece it will set a precedent and we have to be aware what we are doing. Mr. Ray Lofgren stated when the City purchased the property, the goal was to recoup the taxpayers' money as soon as possible; that doesn't make sense to him because the Port should operate with enough elbow room. He is concerned if the City of Cheboygan doesn't have the weight to recoup that money, then he thinks the front foot price should be put on the property and the players should pay that amount of money, whether they are taxed or not taxed. Mr. Lofgren said he made a comment at a Council meeting not too long ago as to how much room do you need to have a port, noting six or seven acres is not a lot of property. He understands the position the City is in, but just to recoup or lose money doesn't make sense either. Mayor Bronson responded both deals are for more than what we paid for the property. Mr. Lofgren commented the City is in the hole. Councilman King stated there are 63 acres across the River, which was part of the City's purchase.

City Manager Eustice stated we do have several options to recover the cost of the land contract. The U.S. Fish & Wildlife is interested in property, we will retain about 13 acres on the east side

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and sell the remainder to the Little Traverse Conservancy, who is very interested in buying the wetlands, and Kokosing has some real interest in buying property and will be our Port operator. Mr. Lofgren stated the City owns property by the U.S. Fish & Wildlife. City Manager Eustice replied the City owns a 66 foot right-of-way and the U.S. Fish & Wildlife improved it. Mr. Lofgren stated if that property was not used by the U.S. Fish & Wildlife it could probably work to solve the Port, asking if the City could negotiate with the U.S. Fish & Wildlife with regard to the City property that Ryba currently uses. If the City is trying to save space by moving the ferry to the mouth of the River, there is another 150 or more feet that the City owns that Ryba is occupying right now, pointing out if they were to expand there, there is a lot more depth. City Manager Eustice stated he has spoken to this with Mr. Morrish, i.e. putting the U.S. Fish & Wildlife at the south end of Ryba's property. Mayor Bronson stated all these options have been discussed and are still all on the table, noting the City has not even owned the property for a year. Mr. Lofgren commented that he feels waterfront property prices will now begin to climb.

Mayor Bronson asked if the City Manager needs direction from Council. City Manager Eustice stated he has concerns about the Township whether they will back out of a purchase agreement the City has signed with them, noting they can back out of it losing \$2,000. He has concern that they are paying more than fair market value for the property and would have to get a bond to buy the property, wondering if they are going to say they cannot get the financing to purchase the property. We have a much simpler deal right now for the southern 300 feet through Ryba Marine, which he believes they can close on relatively quickly (90 to 120 days). The Township, he believes, is out at least six months if everything went well. City Manager Eustice stated the Township could still buy some of the Port property, which he does not like because they would be in the middle of an industrial heavy commercial operation. Mayor Bronson then stated arguments have changed because the Township first thought they were going to purchase the property with funds on hand and could not. The same argument becomes an issue when they start construction because they cannot use those same funds from the Island to build anything on this site so they have to then find additional money to start building. He is afraid we will be looking at that piece of property there purchased and empty for another decade. Mayor Pro Tem Couture commented we can't do that. Councilman Temple asked if we have to wait or can we act quicker. Councilwoman Kwiatkowski stated she does not think it is very fair that we make Ryba and Kokosing wait. Mayor Bronson stated we have not received an offer from Kokosing, noting we are pretty close with Ryba but there are still some things we need to finish up. Councilwoman Riddle asked if we are waiting for information from our Attorney. City Manager Eustice replied we basically have everything we need; as far as Ryba is concerned we need to come to an agreement on a couple minor items in the purchase agreement and thinks that can be done relatively quickly. Councilwoman Riddle asked if this is something the Attorney is working on. Mayor Bronson replied he gave us recommendations and is waiting for us to give him direction. City Manager Eustice stated if Council thinks it's in the best interest to sell property to Ryba Marine Construction then he would suggest that we have a special City Council meeting and not wait until March 8 and then direct the City Manager and City Attorney Steven Joppich to finalize the purchase agreement, followed by the finalized purchase agreement being presented to Council for a motion whether or not to sell property to Ryba Marine. Mayor Bronson asked to have the agreement in another week or so.

Mr. Ray Lofgren asked if there was a legal description first given to Bois Blanc Township with only 100 feet being sold to Ryba, so the City's agreement with Bois Blanc Township today would

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encroach the 300 feet that Ryba now wants. City Manager Eustice replied yes. Mr. Lofgren then stated if you have to have action of the Council for the legal that overlaps why doesn't Council take that action and take another action to proceed to sell Ryba the 300 feet. If you have an offer from Bois Blanc Township that has a legal description that would encroach on the 300 feet then that seems to him it could be a little bit of a problem. City Manager Eustice stated that the legal description was just a preliminary draft, noting the port property has not been split under the Land Division Act, and there are no signed documents with the Township or Ryba Marine. Councilwoman Kwiatkowski asked if Council needs to make a motion to have a special meeting once the paperwork is done. Mayor Bronson replied he can call the special meeting. City Manager Eustice stated both agreements could be brought to a special Council meeting to act on both if we want to. Mayor Bronson commented that we should get some determination from at least one of them if they are going to accept or reject. Mayor Pro Tem Couture agreed. Mayor Bronson recommended bringing the agreement that is ready to Council. City Manager Eustice replied okay, he will confer with City Attorney Joppich to get some direction as to whether or not to schedule a meeting. Mayor Bronson informed Council that either the City Manager or staff will contact Council regarding a special meeting.

Public Comments: *(None)*

City Clerk/Treasurer's Comments:

- **March 8, 2016 City Council Meeting** – Clerk/Treasurer Kwiatkowski stated the March 8 City Council Meeting is actually an Election Day, and between himself and his Deputies, Judy Sanders and Janet Gahn, he may or may not be here. November will be the Mayor and Council election, with a cut-off for turning in nominating petitions of July 21, 2016, if anyone is going to run again. Mayor Pro Tem Couture asked what the term limits are. Clerk/Treasurer Kwiatkowski replied three four-year terms for Council and two two-year terms for Mayor.

City Manager's Report:

- **Façade Program** – City Manager Eustice reported the Façade Program, which is a DDA project, is nearing the end of the application stage. There are four definite businesses that are going to be funded for this project. They are working with Mr. Andy Wolfe who has two buildings, the Big Dipper building and the former Box Fit building, and is trying to stay in the program because the MEDC changed the funding from a possible 75% to 50% (he was at 72% State money). To do what he wanted to do is going to cost him a little more personally, so he may drop out with the Big Dipper building. The construction on the four buildings definitely in the project will start in late spring to mid-summer. The building at the corner of Main and State (former Chinese restaurant), one of the buildings in the project, will be getting significant renovations, which will be a big plus for our downtown. He reminded Council it has taken us two years to get to this point.
- **Capital Improvement Planning/Strategic Planning** – City Manager Eustice asked Mayor Bronson if he wanted to talk about this tonight. Mayor Bronson stated we are going to have a big planning workshop sometime in the future and thought we would want to spend about one-half day. City Manager Eustice stated his original thought was to schedule sessions at 6:00 p.m. before a regular City Council meeting, but we would not get much done. He feels the Mayor's idea is much better, noting it is difficult to get seven people together at one time. Mayor Bronson asked the Council members on ideas of timeframes for the workshop and suggested that we use the on-line scheduling, Doodle.

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Messages and Communications from Mayor Pro Tem and Council Members:

- **Court Street Business** – Councilman Temple stated he was asked again today about the former meat processing business on Court Street which still houses all the trucks. City Manager Eustice stated the owner will move that operation in the spring, noting the business operation/staging area is not an allowable use. He apparently has an idea for relocating outside of the City or may relocate the equipment to the Industrial Park, noting he could still have his office on Court Street. Councilwoman Riddle why it is taking so long for him to move the equipment. City Manager Eustice answered he wanted more time and has basically laid up those vehicles for the winter.
- **Chamber of Commerce Annual Awards Dinner** – Councilman King congratulated City Manager Eustice on his nomination and also Craig Coxe, Rink Manager on his nomination. City Manager Eustice then mentioned Councilman King was also nominated, adding it was a nice dinner. Councilman King stated there is a lot of action going through the Chamber and the money we put into the Pure Michigan Campaign is reaping a lot of benefits as far as increasing tourism here in the summertime.

Adjournment:

Councilman Temple moved to adjourn the meeting at 7:50 p.m.; supported by Mayor Pro Tem Couture. Motion carried unanimously.

Mayor Mark C. Bronson

Clerk/Treasurer Kenneth J. Kwiatkowski

Councilman Joseph Lavender

Councilwoman Winifred L. Riddle

Councilman Vaughn Temple

Councilman Nathan H. King

Mayor Pro Tem Nicholas C. Couture

Councilwoman Betty A. Kwiatkowski

REGULAR CITY COUNCIL MEETING
March 9, 2016

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

Roll Call:

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

Councilman Lavender led the Pledge of Allegiance to the Flag.

Proclamation – William Laverne Shea, 100th Birthday:

Mayor Bronson read a Mayor Birthday Proclamation for William Laverne Shea's 100th Birthday into the record, as follows:

CITY OF CHEBOYGAN
WILLIAM LAVERNE SHEA
100TH BIRTHDAY
MAYORAL BIRTHDAY PROCLAMATION

WHEREAS, William Laverne Shea was born on March 13, 1916 and celebrates his 100th birthday this year; and,
WHEREAS, William Laverne Shea lives 6 months of the year at 9064 Anna Drive in Cheboygan, Michigan, as well as 6 months of the year at 203 Flamingo Road, Clearwater, Florida; and

WHEREAS, William Laverne Shea owns a home and business at 6922 N. Straits Hwy., Cheboygan, Michigan, the well-known business of Mullett Lake Upholstery, having done cushions and tops for boats until three (3) years ago; and

WHEREAS, William Laverne Shea has seen the turn of a new century, witnessing the most eventful century in this world's history and has earned the respect and affection of people from all walks of life; and

WHEREAS, on Saturday, March 12, 2016 in the Clubhouse of Ranch Mobile Home Park, 218 Lake Road, Clearwater, Florida, William's milestone birthday will be celebrated and he will be honored by his friends and relatives who share in the joy of this wonderful occasion.

NOW THEREFORE, I, Mark C. Bronson, Mayor, on behalf of all the residents of the City of Cheboygan, extend sincerest congratulations to William Laverne Shea on the occasion of his 100th Birthday, and wish him peace, happiness and good health in the years to come.

Signed this 9th day of March 2016

Mayor Mark C. Bronson
City of Cheboygan

Approval of Agenda, and Receive and File all Communications:

Mayor Pro Tem Couture moved to approve the Agenda and receive and file all communications; supported by Councilman Temple. Motion carried unanimously.

Approval of Prior Meeting Minutes:

▪ **Regular City Council Meeting Minutes – February 23, 2016.**

Councilman King moved to approve the Regular City Council Meeting Minutes of February 23, 2016 as presented; supported by Councilwoman Kwiatkowski. Motion carried unanimously.

Bills and Disbursements:

▪ **Prepaid Bills and Disbursements for the Month of February 2016.**

Councilman King inquired as to a status update with Carlisle/Wortman Associates (no. 9). City Manager Eustice replied the Planning Commission has completed review of the Zoning

Regular City Council Meeting – March 9, 2016

Ordinance, noting Mr. Dick Carlisle will be here yet this month to finalize the Ordinance with the committee of David Kronberg, James Granger and himself. This will be followed by work on the Master Plan. He is hopeful of having a finalized Zoning Ordinance for review at the March Planning Commission meeting and then move it on to City Council for approval.

Ms. Trudy Lofgren inquired on the Water Street parking lot title work expense of \$250.00. City Manager Eustice stated he ordered the title work through his investigations of the port and the entire Riverfront Development Plan. He always thought the Water Street parking lot could only be used for public purposes and should the City try to use it for anything else other than a public parking lot or a park the property would revert back to the State of Michigan. Through his investigation he found this restriction only on the southern 177 feet (next to BK&C Insurance); the rest of the property, which is close to 700 feet, either was donated to the City of Cheboygan in the 1940's and 1950's or the City purchased a piece in 1955 for \$8,500.00. The deeds concerning this 700 feet do not have any restrictions, so it is possible that the City of Cheboygan could put the property into a private investor hands, either by auction or outright sale. City Manager Eustice explained he asked Cheboygan Title to do title work on this property to verify what he thought. There are options that we can utilize the property better than a parking lot.

Ms. Trudy Lofgren then asked on the \$2,866.91 payment to GES Properties, LLC, port property debt, asking if the vendor name was correct. Clerk/Treasurer Kwiatkowski replied this is correct. City Manager Eustice noted this is the monthly land contract payment, which has a five-year balloon.

Ms. Trudy Lofgren then inquired on the payment to Matts Underground Utility Construct in the amount of \$10,954.28 for sewer main repair at Walgreens, asking if they are a local company. Clerk/Treasurer Kwiatkowski replied this company is out of Kalkaska, noting the sewer collapsed at Walgreen's and because of the type of material that was needed to repair it there was no one local that could do the work.

Ms. Trudy Lofgren asked on the annual service contract with Otis Elevator Co. for the footbridge, inquiring if everything came out okay on the inspection. Clerk/Treasurer Kwiatkowski stated inspections are done quarterly, which is required by the State of Michigan, noting the City does the same for the elevator at the City Hall. Ms. Lofgren asked what the result of the inspection was. Clerk/Treasurer Kwiatkowski stated an inspection has not been done recently, so no results are available.

Councilman Lavender moved to approve the prepaid bills and disbursements for the month of February 2016 in the amount of \$566,845.37; supported by Councilman Temple. A roll call vote was taken; motion carried unanimously.

▪ **Unpaid Bills and Disbursements for the Month of February 2016.**

Councilman King inquired on the expense to Dornbos Sign, Inc. for barricade lights and safety cones. Clerk/Treasurer Kwiatkowski explained every few years we get parts for barricades, which is what this expense is.

Regular City Council Meeting – March 9, 2016

Councilman King moved to approve the unpaid bills and disbursements for the month of February 2016 in the amount of \$31,098.58; supported by Mayor Pro Tem Couture. A roll call vote was taken; motion carried unanimously.

Department, Board and Commission Reports:

- **Port Commission Meeting, February 1, 2016** - *(Received and filed.)*
- **Planning Commission Meeting, February 15, 2016** - City Manager Eustice stated he is not sure we can have a finalized Zoning Ordinance for the Planning Commission to review in March, but it should be available for Council to approve at their first meeting in April. Mayor Bronson stated it appears the Commission has a long discussion on the Capital Improvement Plan. City Manager Eustice replied Council also needs to have a Capital Improvement Planning and Strategic Planning session. He noted that the Planning Commission talked at length about the possibility of a campground in Major City Park, which is contained in the Recreation Plan. He stated funding is available through the MDNR Land Trust for this type of project and feels it is a feasible thing that can be done and thinks it will help bring people downtown in the summertime by utilizing the pedestrian bridge. We would easily put in a 50-site campground in. City Manager Eustice stated he will try and organize a Capital Improvement Planning and Strategic Planning session very soon and will get input on meeting from Council. Mayor Bronson mentioned the MSU Study that was done. City Manager Eustice commented the former Consumer Energy property is contaminated and they do not want to sell it to the City. Mayor Bronson asked if the extension of the boardwalk along the Consumers property would be affected by the contamination. City Manager Eustice replied no.

General Business:

Councilwoman Riddle stated she feels we should address the oldest purchase agreement first, which would be the agreement from Bois Blanc Township. City Manager Eustice stated this would be up to the entire Council. Mayor Bronson commented there is a reason for the order of these agenda items. City Manager Eustice added he feels the order is much more easily manageable for what Council hopes to do. Mayor Bronson then noted that the Council has a copy of the Purchase Agreement.

- **Consideration of Purchase Agreement from Ryba Marine Construction (Port Property)** - City Manager Eustice stated the City has received a Purchase Agreement between the City of Cheboygan and Ryba Marine Construction, which has been sent by Mr. Zac Morrish, President, Ryba Marine. It is a valid offer and City Attorney Steve Joppich has thoroughly reviewed it, as well as the attorney(s) for Ryba Marine. There have been some subtle changes made to the Agreement, but both parties agree that this document is acceptable. City Manager Eustice commented he thinks it is a very good option for the City of Cheboygan going forward with the Port of Cheboygan project. Ryba Marine and Kokosing/Durocher Marine are both economic drivers in our community. They have good jobs, want to expand, and are taxpayers. City Manager Eustice stated as the Port of Cheboygan evolves these are two businesses that are critical to our economy going forward. He feels the Ryba Marine offer is a very fair offer and is an offer at basically the appraisal price (City's appraisal), stating he feels the Council should seriously look at this offer. According to City Attorney Steve Joppich there are no legal ramifications and is a pretty clean document. City Manager Eustice noted there is a deed restriction that Ryba has agreed to for ten (10) years to use this property for port intended purposes. Ryba does intend to develop it for port related activities. As we develop this port economically, the deed restriction is

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there so we have port related activities on this site and Ryba has agreed to partner with us to help build the Port of Cheboygan. They are a very viable entity, that has a good reputation on the Great Lakes and they will do some services here that will help the Port itself and bring business here. It is a great opportunity going forward.

Councilwoman Riddle asked where in the Purchase Agreement is the footprint of the parcel of property that is being purchased. City Manager Eustice stated the last page is the survey and a legal description, which is almost two (2) acres with 300 feet of frontage and designated as Parcel “A”.

City Manager Eustice then informed Council there is another agreement on the table with Bois Blanc Township. The Port Action Team and Port Commission have had a lot of discussion about how to develop the Port going forward and he is of the opinion, as are some members of the Port Commission, that utilizing an existing business that’s been here for 35 years is going to bring us more port related activity versus a passenger/car ferry service in the middle of the port property, because the City’s intention is to build this more as a commercial/industrial type facility and working with Kokosing/Durocher Marine and Ryba Marine are the entities that are going to bring us a stronger base and we will have better development opportunities. The Port of Cheboygan project is two-fold at this point; yes we have \$680,000.00 of debt in a land contract and Council and management of the City realize we need to pay that off, but we also are very conscious that this project was to create jobs, to bring good paying jobs to the community by attracting industrial manufacturers to locate here that need water transportation. City Manager Eustice stated Ryba Marine will expand, they are a taxpayer and will help us pay the land contract, and they are an entity that can provide services to manufacturers. In the case of the Township, once we sell that property it is in the Township’s hands and they are not going to partner with us to develop the industrial/commercial side of those activities, which is a concern. The Township wants 25% of the port property, which might handcuff us to attract a private investor that might need the property for a lay down area for storage, and we might find a manufacturer that wants to locate or build in the Industrial Park but needs waterfront storage area. Many, many manufacturers will accumulate product for a month before they are able to ship and we need places for them to do that. It might deter an investor if they don’t have waterfront property to utilize. City Manager Eustice stated from a strategic standpoint this is his opinion that Ryba and Kokosing/Durocher Marine are two entities that we need to partner with going forward.

Councilwoman Riddle asked if the Township is looking at the MDNR piece of property at the mouth of the River. City Manager Eustice stated they are looking at it, but have some concerns about it. Councilwoman Riddle commented it is a better location for them rather than being in the middle of the Port. City Manager Eustice agreed, stating the MDNR property is located more in a recreational area so it won’t interfere with commercial/industrial type things in and around the Port. The Township is pursuing this, but they don’t like that it is 35% wetlands and the wind direction (closer to the mouth of the River and Lake Huron), noting it is pretty well protected by Duncan Bay. Councilwoman Riddle stated City Manager Eustice should be congratulated on coming up with another viable option for the Township. City Manager Eustice replied thank you, stating it is important to work with the Township as they were in this from the beginning so that was an option he thought would help them along, because he feels the highest and best use for the Port property is anything but a passenger ferry service, noting we want heavy industrial type activity, shipping and receiving. He added we will be bringing freighters in, which Kokosing

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does now, and will continue to do that. Mayor Bronson commented one of the things that has changed since this discussion began was the interest in the County Garage, which changes a lot of the dynamics in that area as to the possibilities. Mayor Bronson then asked for any public comments.

Councilman Lavender moved to approve the Purchase Agreement for Port Property with Ryba Marine Construction, contingent upon confirmation from Cheboygan Title of the deposit of \$11,250.00, allowing the City Manager to then sign the Purchase Agreement; supported by Councilwoman Kwiatkowski. A roll call vote was taken; motion carried unanimously.

▪ **Consideration of Purchase Agreement from Bois Blanc Township (Port Property) –**

Mayor Pro Tem Couture moved to disapprove the Purchase Agreement for the Port property from Bois Blanc Township. Mayor Bronson asked if we do not want to make a motion to table this. City Manager Eustice stated that would be his recommendation.

Councilwoman Riddle moved to table the Purchase Agreement still in consideration from Bois Blanc Township. No support.

Clerk/Treasurer Kwiatkowski recommended “laying it on the table”, which is delaying it indefinitely. He would have to look it up as to whether or not it requires a motion. City Manager Eustice stated he thinks Council could make a motion to disapprove the Agreement as written and ask the Township to make another proposal, noting this Agreement cannot be approved because we just approved the sale of the same property to Ryba Marine.

Councilman King moved to disapprove the Purchase Agreement for Port property from Bois Blanc Township as written. Councilman Temple asked if Council can place a time limit. City Manager Eustice replied yes, you can ask the Township to revisit and bring the City a new proposal within 30 days or 2 weeks.

Councilman King moved to disapprove, as written, the Purchase Agreement for Port property from Bois Blanc Township, and ask the Township for a counter-offer within 10 business days; supported by Councilman Lavender. A roll call vote was taken. Yes votes: Bronson, Lavender, Temple, King and Kwiatkowski; No votes: Riddle and Couture. Motion carried.

▪ **Consideration of Appointment of Ronald M. Williams to Downtown Development Authority with a Term to Expire January 27, 2020** - Mayor Bronson asked if Mr. Williams has ever served on the DDA Board. City Manager Eustice replied he does not believe so, noting Mr. Williams is a local business owner of Williams Office Equipment and there is an opening on the DDA Board and Mr. Williams satisfies the requirements, as his business is located within the DDA District and he has a real interest in serving and feels he would add some very valuable input.

Mayor Pro Tem Couture moved to approve the appointment of Ronald M. Williams to the Downtown Development Authority Board of Directors with a term to expire January 27, 2020; supported by Councilwoman Kwiatkowski. Motion carried unanimously.

Public Comments: *(None.)*

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City Clerk/Treasurer's Comments:

- **Certification of Six Month Delinquent Water'/Sewer Bills** – Clerk/Treasurer Kwiatkowski commented Council has a listing of the delinquent water/sewer accounts, which is for information purposes. An updated certification will be brought back to Council the first meeting in April for approval to place the same on the July 2016 tax roll. In the meantime, his clerk will be sending out notices to all these individuals and typically we will get 25% to 30% paid in full before they go to the County and on the tax roll.
- **Presidential Primary Election** – Clerk/Treasurer Kwiatkowski stated we had a very good Presidential Primary. The turnout was 27%, which is actually pretty good for the City of Cheboygan. Our citizens do not like a closed Primary, so typically the turnout is low. A closed Primary requires that you vote for one particular party. He went on to state since he has been running elections we have never had two ballots for a Presidential Primary. This allowed Lansing to know who voted and what party you voted for, but do not know the candidate. They have tried for years to get an open Primary, but because of who was in charge in Lansing, it has always been a closed Primary. Clerk/Treasurer Kwiatkowski informed Council the August Primary will contain the County offices and voting can only be one-party. Councilwoman Riddle asked how to change this. Clerk/Treasurer Kwiatkowski replied talk to your politicians in Lansing. Mayor Pro Tem Couture asked if there are states with an open Primary. Clerk/Treasurer Kwiatkowski replied yes. Councilwoman Riddle stated Massachusetts has an open Primary. A brief discussion was held on the August Primary and November General Elections. Councilman King asked what materials are allowed to be out? Clerk/Treasurer Kwiatkowski replied we cannot give anything to the public that would try and persuade them. Councilman King stated some voters think they have to vote the same side in the General Election that they voted in the Presidential Primary. Clerk/Treasurer Kwiatkowski replied no, adding he cannot, as Clerk, and his election workers can't give anyone advice on how to vote. We can tell them about the process. He then noted there is no longer a straight ticket option and one must vote every position.

Ms. Trudy Lofgren asked for the total of the delinquent water/sewer bills. Clerk/Treasurer Kwiatkowski replied \$119,120.64, which is fairly typical. Mayor Bronson commented the County will make us whole of these.

City Manager's Report:

- **Ice Rinks** - City Manager Eustice stated the ice rink at Festival Square is now out of service. It was not an ideal winter to build an ice rink, but it did get some use. Mr. Scott Hancock and his crew did their best in building and maintaining it. The ice rink at the pavilion will have ice until March 26 or 27.
- **Circus** – City Manager Eustice stated there is a circus planned for the ice rink/pavilion in early April.

Messages and Communications from Mayor Pro Tem and Council Members:

- **Tires at Festival Square** - Councilman Temple asked if we can get the tires removed at Festival Square. City Manager Eustice stated yes, it is an eyesore and will ask Mr. Hancock on this.
- **Evergreen Tree at Festival Square** - Councilwoman Riddle inquired on the recent DDA minutes, noting at the last DDA meeting there was discussion about the evergreen tree at the front

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of Festival Square and there was the desire of the DDA to remove the tree and move it somewhere else. She stated she drove by there and the tree looks healthy. Councilwoman Riddle then stated there should be a poll taken of the citizens on what they would like to have; she knows some of the concern is that it blocks the view of Festival Square, as will the other planter trees as they get larger. City Manager Eustice stated he can ask Kirsten Guenther to send out a questionnaire. He noted there was not a March 1, 2016 DDA meeting. Councilwoman Riddle stated instead of having a live tree placed in the hole each year, a permanent tree was planted to avoid this.

▪ **Strategic Planning** – Councilman Lavender stated Council talked a while back about strategic planning sessions, asking for the status. City Manager Eustice stated with regard to planning sessions for both the Capital Improvement Plan (CIP) and Strategic, the Mayor would like a longer session than his thought of one hour before a Council meeting, such as a morning or afternoon session (4 hours). It is difficult to get all of Council there. City Manager Eustice then asked for the wishes of Council because he is dependent on Council as far as their schedules. Mayor Bronson stated some work day jobs so it is difficult to meet during the day, noting he sent the City Manager the doodle.com to help with scheduling. City Manager Eustice stated he did not see this. Councilwoman Kwiatkowski stated she would like meeting before a Council meeting. Mayor Bronson and others commented that meeting two hours before a Council meeting is better, because one hour is not long enough. Councilman Lavender stated it would be nice to get some goals in place and plans together so we can prioritize as there are a lot of things going on. City Manager Eustice replied absolutely, especially when preparing the budget for next year this needs to be done as soon as possible. Mayor Bronson asked if Council is available at 5:00 p.m. before a Council meeting, with maybe more than one session needed. City Manager Eustice stated the Council will meet for a strategic planning session at 5:00 p.m. March 22, 2016. He will schedule this and send out notification.

▪ **Recognition of Parks & Recreation Department** - Councilwoman Kwiatkowski applauded Mr. Scott Hancock and his crew because she feels they have a pretty thankless job and are out there in snowstorms, shoveling bridges, etc., adding she feels they do a great job and it always looks nice. City Manager Eustice stated he will let them know that, adding they do a lot of work because we have a lot of public property they maintain with a very small crew.

Adjournment:

Councilman King moved to adjourn the meeting at 7:55 p.m.; supported by Mayor Pro Tem Couture. Motion carried unanimously.

Mayor Mark C. Bronson

Clerk/Treasurer Kenneth J. Kwiatkowski

Councilman Joseph Lavender

Councilwoman Winifred L. Riddle

Councilman Vaughn Temple

Councilman Nathan H. King

Mayor Pro Tem Nicholas C. Couture

Councilwoman Betty A. Kwiatkowski



CHEBOYGAN COUNTY PLANNING COMMISSION

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CHEBOYGAN COUNTY PLANNING COMMISSION MEETING WEDNESDAY, MARCH 2, 2016 AT 7:00 P.M. ROOM 135 – COMMISSIONER’S ROOM - CHEBOYGAN COUNTY BUILDING

PRESENT: Bartlett, Freese, Kavanaugh, Borowicz, Croft, Ostwald, Lyon
ABSENT: Churchill, Jazdzyk
STAFF: Scott McNeil
GUESTS: Tony Matelski, Eric Boyd, John Moore, John F. Brown, Bob Lyon, Scott Pauly, Dawn Bodnar, Russell Crawford, Cheryl Crawford, Doug Clark, Jason Covell, Scott Sieg

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

PLEDGE OF ALLEGIANCE

Chairperson Croft led the Pledge of Allegiance.

APPROVAL OF AGENDA

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

APPROVAL OF MINUTES

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

PUBLIC HEARING AND ACTION ON REQUESTS

The Case Group / Awakon Federal Credit Union - Requests a Site Plan Review for an Office (section 6.2.15). The property is located at 6272 M-68 Hwy, Tuscarora Twp., section 24, parcel #161-024-400-575-03, and is zoned Commercial Development (D-CM).

Mr. McNeil stated there is an existing credit union office at this site that is proposed to be replaced. Mr. McNeil stated this is a full site plan review application as there is no record on file of a previous application. Mr. McNeil stated there are 24 parking spaces which exceeds the requirements. Mr. McNeil stated stormwater runoff calculations are noted on the site plan. Mr. McNeil stated there were concerns regarding the amount of impervious surface on this site. Mr. McNeil stated that based on Hank Jankoviak’s review, the stormwater ordinance standards have been met. Mr. McNeil stated setbacks have been met and signage is indicated on the plan.

Ms. Croft stated that Ms. Lyon’s has been excused from this request as she is a member of the Awakon Federal Credit Union Board.

Mr. Clark stated that he is representing The Case Group and he is the developer for this project. Mr. Clark introduced Jason Covell from Covell Architecture. Mr. Clark introduced Scott Sieg who is the civil engineer and stated he will be able to answer questions regarding the site plan. Mr. Clark introduced Scott Pauly and stated he is from Awakon Credit Union. Mr. Clark also introduced Dawn Bodnar. Mr. Clark stated that Awakon Credit Union has been around since 1951. Mr. Clark stated that there are five branches and the headquarters are in Onaway. Mr. Clark explained that there is an existing loan office on the site and that building will be moved. Mr. Clark stated the proposed building will be a full-service branch with three drive-thru lanes and loan offices. Mr. Clark stated this will be a full retail branch. Mr. Clark explained that the proposed branch is part of Awakon Credit Union’s growth plan. Mr. Clark stated this design is based on a prototype that was also built in Gaylord.

Mr. Freese stated that there are no contours drawn on the site plan or the topography plan. Mr. Freese stated the topography plan only provides spot elevations. Mr. Freese asked what the elevation differences will be on the final plan. Mr. Freese asked

if this is an old topography plan. Mr. Clark stated it was drawn the end of last year. Mr. Freese stated that this shows the rugged topography of continued excavation. Mr. Sieg stated that there was a 10ft. berm which is being pushed back to a retaining wall. Mr. Sieg stated that to the west of the property there is a 7ft. berm that is also being pushed back to a retaining wall. Mr. Sieg stated if there were no berms on this site there would be no need for a retaining wall. Mr. Sieg that for the change of slope is a 12ft difference at the back of the property and it can be graded down to a 3:1 slope to get back to the top of the wall. Mr. Sieg stated that based on this topography, there will be a 5ft. high retaining wall at the back of the property. Mr. Freese stated that the plans do not include what the final topography will be. Mr. Freese stated that since topography is a requirement, the Planning Commission could waive the requirement. Mr. McNeil stated that a waiver would be in order, especially due to the data they have provided for stormwater. **Motion** by Mr. Freese, seconded by Mr. Kavanaugh, that the topography requirement be waived. Motion carried. 6 Ayes (Bartlett, Freese, Kavanaugh, Borowicz, Croft, Ostwald), 0 Nays, 2 Absent (Churchill, Jazdzyk)

Mr. Freese asked if there will be signage at this site. Mr. Freese stated only the location of a sign is noted on the site plan. Mr. McNeil stated the sign will be approved later by separate permit. Discussion was held.

Mr. Kavanaugh asked if this will be connected to the sewer system. Mr. Clark stated yes. Mr. Kavanaugh asked if the water supply is existing. Mr. Clark stated there is an existing well. Mr. Kavanaugh noted that there is some existing damage to the well which needs to be fixed.

Ms. Croft asked for public comments. Mr. Muscott stated it is nice to see Onaway Credit Union expanding into Indian River. Mr. Muscott stated his concerns that the left turn into the driveway is also the left turn lane onto Straits Highway. Mr. Muscott explained that the traffic backs up in this area a lot during the summertime. Mr. Muscott stated that this should be reviewed by MDOT. Mr. Muscott encouraged the applicant to have a 5ft. concrete sidewalk along the right side of the driveway to encourage pedestrian traffic into the building. Mr. Muscott stated that he is 100% for this project. Public comment closed.

Mr. Freese stated that Mr. McNeil noted in the staff report that this is in compliance with the Master Plan. Mr. Freese stated this parcel is located in Tuscarora Township. Mr. Freese questioned if it is in compliance with Tuscarora Township's Master Plan. Mr. McNeil stated yes. Mr. Freese stated this information should be noted in the General Findings. Mr. Freese stated that if this request is approved there should be a condition requiring MDOT compliance. Ms. Croft stated that compliance with the Department of Building Safety, Health Department and MDOT are suggested conditions for approval.

The Planning Commission reviewed the General Findings and added "The site plan is in compliance with Tuscarora Township's Master Plan" as #5. The Planning Commission reviewed the Specific Findings of Fact Under Section 20.10. Ms. Croft noted that the location of the property should be changed from South Straits Hwy to M-68. The Planning Commission approved the Specific Findings of Fact Under Section 20.10. **Motion** by Mr. Kavanaugh, seconded by Mr. Bartlett, to approve the site plan based on the General Findings and the Specific Findings of Fact Under Section 20.10 subject to approval from Department of Building Safety, Health Department and MDOT and any additional signage must be in compliance with the Zoning Ordinance. Motion carried. 6 Ayes (Bartlett, Freese, Kavanaugh, Borowicz, Croft, Ostwald), 0 Nays, 2 Absent (Churchill, Jazdzyk)

UNFINISHED BUSINESS

Review of Draft PUD and Planned Project zoning ordinance amendments

Mr. McNeil stated the Planning Commission has received the draft PUD amendment for review. Mr. McNeil stated the PUD ordinance provides for a mixing of uses that are within the Zoning Ordinance. Mr. McNeil stated it is proposed to be a rezoning process. Mr. McNeil stated that an addition to this would be a proposed Planned Project ordinance amendment. Mr. McNeil stated that the proposed Planned Project amendment provides some degree of flexibility in a plan that provides for uses only within the zoning district which it is proposed. Mr. McNeil stated that the Planning Commission discussed these amendments at the last meeting. Mr. McNeil stated these are brought forth to the Planning Commission as they are a priority in the Master Plan.

Mr. Freese stated he likes the flexibility a Planned Project provides for a planned development within a zoning district. Mr. Freese suggested decreasing the amount of flexibility if not in total agreement. Mr. Freese stated the PUD changes are needed as proposed by Mr. McNeil. Mr. Freese stated if the PUD amendment will allow uses from one district to another he believes it should be a rezoning. Mr. Freese stated that this should be recommended to the Cheboygan County Board of Commissioners. Mr. Kavanaugh stated he kind of agrees with Mr. Freese but he would like to reduce the numbers. Mr. Kavanaugh stated that 50% and 60% in the Planned Project amendment is extreme and should be reduced. Mr. Kavanaugh stated that in the PUD amendment the numbers are 10-20%. Mr. Kavanaugh noted that staff is allowed to approve 10% for additions to buildings. Mr. Kavanaugh stated he would be in favor of 20-25% for both the PUD amendment and the Planned Project amendment. Mr.

McNeil stated he is in agreement regarding reducing the 50-60%. Mr. McNeil suggested 35%. Mr. McNeil stated that we are asking for 15% open space and in return there should be some flexibility beyond 25%. Mr. Kavanaugh stated that this does not say where the open space has to be on the site. Mr. Kavanaugh stated his concerns that the open space could be in the center of the project. Mr. Kavanaugh stated he can see 20-25%. Mr. Kavanaugh stated this can be revised later. Mr. Kavanaugh stated that the Planning Commission has not reviewed this type of a project in years and probably won't have another project of this type for years. Mr. Kavanaugh stated we should be as uniform as possible and treat everyone the same. Mr. McNeil stated that we are being proactive with these amendments. Mr. McNeil stated the largest side setback is 10ft. and stated that 30% will not be that big of an impact. Mr. Borowicz noted that there is a specific setback for non-residential uses that are adjacent to residential uses. Mr. Freese suggested compromising on the percentages as this can be amended at a later date if we find that it should be a larger percentage. The Planning Commission members agreed to a 30% reduction.

Mr. Kavanaugh asked if this is an approved use or a special use. Mr. McNeil stated this applies to either. Mr. Kavanaugh stated this should be stated as this is not an allowed use. Mr. McNeil stated he will review the language. Mr. Kavanaugh stated that if there is a residential use that meets all of the standards as an allowed use, it does not have to be reviewed by the Planning Commission to make sure that it meets the standards. Mr. Kavanaugh stated that the Planning Commission will be able to make sure all of the standards are met on a special use permit. Mr. McNeil stated this ordinance requires going through the special use permit procedure. Mr. McNeil stated he will review the language and bring it back to the Planning Commission at a future meeting.

Ms. Croft asked if Bryan Graham has reviewed the existing PUD ordinance. Mr. McNeil stated that he asked Mr. Graham to not review the existing PUD ordinance as the Planning Commission is still discussing this proposed amendment. Mr. McNeil stated that Mr. Graham has expressed concern that we will allow any use in the Zoning Ordinance and that we should be more specific. Mr. Freese suggested that the Planning Commission agree to the proposed changes and then forward to Mr. Graham for his review.

Mr. McNeil stated that some of the major changes that are proposed are that PUD's still can't take place in the Lake and Stream Protection Zoning District, Resource Protection Zoning District or Natural Rivers Protection Zoning District. Mr. McNeil stated there are some stipulations in regards to industrial uses. Mr. McNeil stated that the minimum lot size has been increased from one acre to five acres. Mr. McNeil stated the minimum lot size for an industrial use has been increased from five acres to ten acres. Mr. McNeil stated that he will send this to Mr. Graham to review.

NEW BUSINESS

No comments.

STAFF REPORT

Mr. McNeil stated that the Planning Commission members have received a memo from Steve Schnell regarding training sessions for target marking analysis for housing projects. Please contact staff if you are interested in attending these training sessions. Discussion was held.

Mr. McNeil stated that for the next Planning Commission meeting he intends to have amendment documents and comments for the Planning Commission to consider regarding the uses that could be deleted as well as the home occupation amendment.

PLANNING COMMISSION COMMENTS

Mr. Freese referred to the change from one acre to five acres and stated that there are areas in the county where it might be advisable to look at less than five acres such as the area in Topinabee where there are legal non-conforming lots. Mr. McNeil stated that the Planned Project amendment could deal with the smaller developments. Mr. McNeil stated that if we want to have the ability to have parcels with less than five acres in the PUD amendment, we should tie it to some type of finding. Mr. Freese stated there has been a problem with the small lots at the top of the hill and the warehouse district which has been an issue for a long time. Mr. Freese stated that would be an area that the Planned Project could be applied to and it would help to deal with the warehousing issue. Mr. McNeil stated yes and noted that all of those uses are allowed within the Residential Development Zoning District. Mr. Freese stated that it should be left as it is.

PUBLIC COMMENTS

A member of the audience stated his concerns about sawmills and portable sawmills needing a special use permit. The audience member stated that not all stationary sawmills are commercial and noted that a lot of farmers have their own sawmill. Mr. Freese stated that the Planning Commission was considering large commercial sawmills needing review by the Planning Commission. Mr. Borowicz stated the smaller mills are operating for the owner's convenience and are an accessory use to an agricultural operation. Mr. Freese stated there are a few commercial sawmills in the county that have been operating

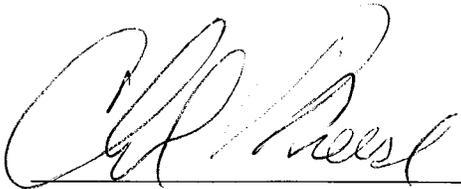
for a long time. Mr. Freese stated any new commercial sawmills should be reviewed by the Planning Commission. Mr. McNeil stated his proposed definition is for a non-accessory use. Mr. McNeil stated that the Planning Commission will be discussing this topic at their next meeting.

Mr. Muscott provided an update to the Planning Commission regarding a rezoning request submitted by the Cherry Capital Airport to Traverse City Zoning Department for a Costco store.

Mr. Freese asked if there has been an update on Meijer. Mr. McNeil stated that Meijer has indicated that they would not be coming back for an amendment as their timeframe is a couple of years out. Mr. McNeil stated that Meijer will come back with a new application.

ADJOURN

Motion by Mr. Kavanaugh to adjourn. Motion carried. Meeting was adjourned at 7:43pm.

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

Charles Freese
Planning Commission Secretary



CHEBOYGAN COUNTY PLANNING COMMISSION

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CHEBOYGAN COUNTY PLANNING COMMISSION MEETING WEDNESDAY, MARCH 16, 2016 AT 7:00 P.M. ROOM 135 – COMMISSIONER’S ROOM - CHEBOYGAN COUNTY BUILDING

PRESENT: Bartlett, Freese, Kavanaugh, Borowicz, Lyon, Churchill, Jazdzyk
ABSENT: Ostwald, Croft
STAFF: Scott McNeil
GUESTS: Bob Lyon, Eric Boyd, Cal Gouine, Tony Matelski, Carl Muscott, Russell Crawford, Cheryl Crawford, John Moore, Mike Gotham, Ethan Ashbaugh

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

PLEDGE OF ALLEGIANCE

Vice-Chairperson Borowicz led the Pledge of Allegiance.

APPROVAL OF AGENDA

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

APPROVAL OF MINUTES

The March 2, 2016 Planning Commission minutes were presented. Ms. Lyon stated that she did not vote on the Awakon Federal Credit Union request as she is a member of the board. **Motion** by Mr. Kavanaugh, seconded by Mr. Freese, to approve the meeting minutes as amended. Motion carried. 7 Ayes (Bartlett, Freese, Kavanaugh, Borowicz, Lyon, Churchill, Jazdzyk), 0 Nays, 2 Absent (Ostwald, Croft)

PUBLIC HEARING AND ACTION ON REQUESTS

Michael Gotham - Requests a Site Plan Review Amendment for Automobile Sales (Section 6.2.2). The property is located at 4501 Onaway Road, Koehler Twp., section 20, parcel #172-109-000-032-00, and is zoned Commercial Development (D-CM).

Mr. McNeil presented the site plan and stated that the property is zoned Commercial Development. Mr. McNeil stated that this is the location for the Wigwam Bar which was approved by site plan review in 2009. Mr. McNeil stated that Mr. Gotham is seeking to add an auto sales component to the site. Mr. McNeil stated that 10 parking spaces are indicated for automobiles that are for sale. Mr. McNeil stated that based on the parking requirements in the Zoning Ordinance only 1 customer parking space is required. Mr. McNeil noted there are 11 parking spaces indicated on the site plan. Mr. McNeil noted that there will be no additional employees or additional office space. Mr. McNeil stated that the driveways are to be maintained. Mr. McNeil stated that there is a proposed freestanding sign which will meet the requirements of the Zoning Ordinance.

Mr. Gotham stated that only two dead trees will be removed. Mr. Gotham stated that he does not plan to clear the lot as he wants to maintain the greenbelt. Mr. Gotham stated he has always sold a car or two in this lot, but now the State requires a license if you sell over 5 cars a year. Mr. Gotham explained that a commercial address is required for the license. Mr. Gotham stated he will not have a booth at this location and he does not plan to have a salesman. Mr. Gotham stated that he plans to put a few cars out with signs on them. Ms. Lyon asked if Mr. Gotham plans to work on the cars at this location. Mr. Gotham stated no and that he sublets all of the work. Mr. Freese asked if Mr. Gotham has someone lined up to do the work. Mr. Gotham stated yes he has two people lined up to do the work.

Mr. Borowicz asked for public comments. There were no public comments. Public comment closed.

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

Mr. McNeil reviewed the definitions for Camping Cabins and Campground. Mr. Freese referred to the definition of Campground and requested that the word "corporation" (in the first sentence) be changed to "or other legal entity".

Mr. Jazdyk referred to the definition of Campground and asked how Mr. McNeil determined the number 2 for "temporary living quarters for two or more camping cabins". Mr. McNeil stated the entire portion of the definition is what exists currently except for the addition of cabin colonies. Mr. Jazdyk asked if this will be confused with the state regulation which states that a campground is 4. Mr. Borowicz stated that our definition refers to pre-established sites which would not include family members putting their camper on your parcel.

Mr. McNeil read the proposed definition of Gardening, "Non-commercial production of flowers, fruit, vegetables, and herbs by the owner of the lot." Mr. McNeil stated that it refers to mostly residential zoning districts. Mr. Churchill asked if it would be considered commercial if someone has extra produce and would like to sell it. Mr. McNeil stated that in this case it would be considered commercial. Mr. Borowicz stated this is one of the things that we can't possibly regulate. Mr. McNeil stated that based on recent court cases, you do not have to have to make a profit to have a commercial component to then fall under the Right To Farm Act to be a commercial farm. Mr. McNeil stated that you only need to have the intent to sell. Discussion was held.

Mr. McNeil read the proposed definition for portable sawmill "Equipment for the purpose of sawing logs into lumber, designed to be conveniently portable rather than permanently fixed in place." Mr. McNeil stated there are proposed regulations for the use of the portable sawmills.

Mr. Freese referred to section 14.4.2.B and stated that we do not want to require that the "operation of a portable sawmill shall take place within an enclosed structure." Mr. Freese stated that the benefit of a portable sawmill is that they will operate in a field. Mr. McNeil stated that the other option is that it can be located at least 100ft. from the lot line. Mr. Borowicz stated that this is not unreasonable.

Ms. Lyon referred to section 14.4.2 and stated that the word "all" should be removed from the sentence. Mr. McNeil suggested changing it to "all applicable provisions." Discussion was held. Mr. Borowicz questioned if a zoning permit is necessary for 2 or 3 days of work for a portable sawmill. Mr. McNeil stated that it is being recommended, but does not have to be required. Mr. Borowicz stated that his cousin has a portable sawmill and changes locations a couple times per week. Mr. McNeil stated that a zoning permit is recommended when there is a time frame, but it doesn't have to be required. Mr. Borowicz, Mr. Kavanaugh and Mr. Jazdyk agreed that this requirement should be removed.

Mr. McNeil stated that the change in the "Motel or Motor Inn" definition is part of the removal of the cabin colony and this will add a 30 day use limitation. Mr. Freese suggested adding that it is for a fee. Mr. Freese stated that a property owner could have cabins on their property and let the family stay in them at no cost.

Mr. McNeil stated that section 2 repeals the language relative to accessory buildings.

Mr. McNeil referred to section 3 and stated that this section changes the language from "Gardening, but not including the raising of animals, except for household pets. Sheltering, raising or stabling of animals shall be a violation of this ordinance." to "Gardening".

Mr. McNeil stated that section 4 repeals the temporary mobile home and travel trailer use as a permitted use in the Agriculture and Forestry Management Zoning District.

Mr. McNeil stated that section 5 repeals cabin colonies as a use which requires a special use permit in the Lake and Stream Protection Zoning District.

Mr. McNeil stated that section 6 repeals any development on a seasonal road that requires public services of utilities as a use which required a special use permit in the Resource Protection District.

Mr. McNeil stated that section 7 repeals existing forest production, etc. and adds portable sawmill as a use by right as proposed to be defined and regulated per section 14.4.2.

Mr. McNeil stated that section 8 repeals subdivisions and site condominiums as a permitted use in the Rural Character Country Living Zoning District. Mr. McNeil stated these are ways of dividing land. Mr. McNeil stated that provisions for that are under Site Plan Review.

Mr. McNeil stated that section 9 provides conditions for use of portable sawmills.

Mr. Moore referred to the definitions of Motel or Motor Inn and Camping Cabin and stated his concern that the way these definitions are worded it could be read that the unit can only be used for 30 days and not by an individual. Mr. Moore suggested the following language for Camping Cabin, "A cabin located within a campground which is intended for temporary (30 days or less) shelter and includes sleeping quarters, may include a bathroom, but does not include a kitchen." Discussion was held. Mr. Moore suggested using similar language for the definition of Motel or Motor Inn. Mr. McNeil stated he will work on these definitions.

Mr. McNeil stated that he will make the requested changes and bring the proposed amendment back to the Planning Commission to review.

Proposed Amendment Regarding Home Occupations.

Mr. McNeil stated home occupations are listed as a permitted use in many of the zoning districts. Mr. McNeil stated that he is proposing to delete this use from each zoning district, update the definition and allow section 17.21 to prevail in any zoning district as an activity that takes place in a dwelling.

Mr. McNeil referred to section 17.21.1 and explained that a zoning permit is required for a Home Occupation. Mr. Freese suggested changing 17.21.1.B.5 to "The number of expected deliveries/drop offs per day."

Mr. McNeil stated that another change is clarified under the standards that the home occupation is customarily incidental to the primary residential use of the property.

Mr. Freese stated that with the one change the proposed amendment could be forwarded to legal counsel for review. **Motion** by Mr. Freese, seconded by Mr. Kavanaugh, to send the proposed amendment to legal counsel for review. Motion carried. 7 ayes (Bartlett, Freese, Kavanaugh, Borowicz, Lyon, Churchill, Jazdyk), 0 Nays, 2 Absent (Ostwald, Croft)

Mr. Borowicz updated the Planning Commission members on a Housing Study Target Market Analysis meeting that he recently attended. Discussion was held.

NEW BUSINESS

No comments.

STAFF REPORT

Mr. McNeil stated asked that the Planning Commission members arrive at the next meeting 15 minutes early for training on the use of the tablets.

Mr. McNeil stated that he distributed a PUD outline and comments from Bryan Graham for the Planning Commission members to review. Discussion was held.

PLANNING COMMISSION COMMENTS

No comments.

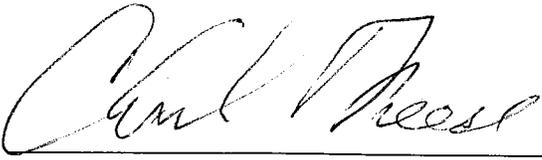
PUBLIC COMMENTS

An audience member asked if portable sawmills are limited to 120 days per calendar year. Mr. Borowicz stated that this is on the same site. Mr. McNeil stated that per calendar year can be added.

Mr. Muscott read Section 2 of the proposed amendment regarding uses to be deleted and asked how this amendment affects what the local community approved as part of the zoning. Mr. McNeil stated that this section is not needed in the ordinance as there is another section in the ordinance that covers accessory buildings and accessory uses. Mr. McNeil explained that this is a redundant provision. Discussion was held. Mr. Muscott stated that some of the changes discussed tonight seem to be a knee-jerk reaction to the Heritage Cove Farm request. Mr. McNeil stated he wouldn't call it a knee-jerk reaction, but it is a reaction to that request and how the Planning Commission believes it should be properly applied.

ADJOURN

Motion by Mr. Kavanaugh to adjourn. Motion carried. Meeting was adjourned at 7:59pm.

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

Charles Freese
Planning Commission Secretary

User: jmanko
DB: Cheboygan

PERIOD ENDING 02/29/2016

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

GL NUMBER	DESCRIPTION	END BALANCE 12/31/2015	YTD BALANCE 02/28/2015	2016 ORIGINAL BUDGET	2016 AMENDED BUDGET	YTD BALANCE 02/29/2016	ACTIVITY FOR MONTH 02/29/2016	AVAILABLE BALANCE	% BDGT USED
Fund 101 - GENERAL COUNTY									
Revenues									
101-400-401.00	CURRENT TAX	7,599,772.60	114,098.89	7,607,279.00	7,607,279.00	80,704.28	17,343.69	7,526,574.72	1.06
101-400-401.02	CONTRIBUTION FROM RESTRICTED F	420,758.77	0.00	0.00	0.00	0.00	0.00	0.00	0.00
101-400-401.03	CURRENT TAX INTEREST	36,429.53	4,252.74	36,539.00	36,539.00	2,952.19	711.87	33,586.81	8.08
101-400-401.05	PROBATE BOND FEE	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
101-400-404.00	CONVENTION & TOURISM TAX	125,593.50	52,462.50	66,173.00	66,173.00	5,664.00	5,664.00	60,509.00	8.56
101-400-417.00	UNPAID PERSONAL PROPERTY TAX	6,256.47	1,333.57	3,057.00	3,057.00	33.99	0.00	3,023.01	1.11
101-400-424.00	COMMERCIAL FOREST RESERVEE	193.13	0.00	209.00	209.00	0.00	0.00	209.00	0.00
101-400-425.00	SWAMP TAX REFUND	347,303.38	0.00	260,482.00	260,482.00	0.00	0.00	260,482.00	0.00
101-400-428.06	OVERSIGHT FEE/COUNTY	(12.00)	0.00	0.00	0.00	0.00	0.00	0.00	0.00
101-400-452.00	LICENSES & PERMITS-BUSINESS	913.00	132.50	1,000.00	1,000.00	214.00	66.00	786.00	21.40
101-400-476.00	SOIL SEDIMENTATION	10,640.00	300.00	10,500.00	10,500.00	375.00	295.00	10,125.00	3.57
101-400-477.00	LIC & PERMITS-NON-BUSINESS	17,143.00	2,501.00	15,000.00	15,000.00	3,916.00	2,028.00	11,084.00	26.11
101-400-478.00	DOG LICENSES	1,276.50	635.00	1,100.00	1,100.00	520.00	270.00	580.00	47.27
101-400-478.01	CO MARRIAGE LIC FEE	1,275.00	115.00	1,200.00	1,200.00	140.00	45.00	1,060.00	11.67
101-400-479.01	ZONING PERMITS	24,034.01	1,275.60	22,880.00	22,880.00	1,443.54	1,232.34	21,436.46	6.31
101-400-479.02	SP ZONING MTG	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
101-400-501.01	BULLETPROOF VEST PARTNERSHIP	0.00	0.00	6,960.00	6,960.00	0.00	0.00	6,960.00	0.00
101-400-501.03	ENFORCEMENT ZONE GRANT	9,908.00	0.00	13,000.00	12,910.00	0.00	0.00	12,910.00	0.00
101-400-502.01	JAIL TECH UPGRADE	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
101-400-507.00	CO-OP REIMB-PROS ATTY/ADC	50,456.57	4,637.77	55,699.00	55,699.00	9,691.48	9,691.48	46,007.52	17.40
101-400-507.01	PROS ATTY VICTIMS RIGHTS	52,491.73	0.00	50,424.00	50,157.73	0.00	0.00	50,157.73	0.00
101-400-507.02	WELFARE FRAUD	652.50	0.00	500.00	500.00	382.50	382.50	117.50	76.50
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	0.00	500.00	500.00	0.00	0.00	500.00	0.00
101-400-510.00	STONEGARDEN GRANT	31,225.82	0.00	14,300.00	14,300.00	0.00	0.00	14,300.00	0.00
101-400-512.00	U.S. DEPARTMENT OF JUSTICE GRA	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
101-400-513.00	US DEPT OF AGRICULTURE GRANT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
101-400-514.01	MARINE SAFETY EQUIPMENT - FEDE	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
101-400-527.00	BRYNE GRANT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
101-400-532.00	CONSTRUCTION CODE ADMIN	45,653.00	0.00	45,107.00	45,107.00	0.00	0.00	45,107.00	0.00
101-400-533.00	HOUSING ADMIN	34,497.43	0.00	19,885.00	19,885.00	0.00	0.00	19,885.00	0.00
101-400-535.00	JUVENILE ACCOUNTABILITY GRANT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
101-400-540.00	COURT EQUITY FUND	132,614.08	24,809.00	129,489.00	129,489.00	24,418.00	24,418.00	105,071.00	18.86
101-400-541.00	PROBATE JUDGES' SALARY	103,080.98	23,548.75	94,195.00	94,195.00	23,548.75	0.00	70,646.25	25.00
101-400-541.01	PROBATE STAND/PAYMT	45,724.00	11,431.00	45,724.00	45,724.00	11,431.00	0.00	34,293.00	25.00
101-400-541.02	CIRCUIT STAND/PAYMT	45,724.00	11,431.00	45,724.00	45,724.00	11,431.00	0.00	34,293.00	25.00
101-400-541.03	DISTRICT STAND/PAYMT	36,579.20	9,144.80	36,579.00	36,579.00	9,144.80	0.00	27,434.20	25.00
101-400-542.00	ORV ENFORCEMENT GRANT	17,028.82	0.00	25,283.00	25,283.00	0.00	0.00	25,283.00	0.00
101-400-543.00	SECONDARY RD PATROL/GRANT	55,068.13	0.00	52,359.00	52,359.00	0.00	0.00	52,359.00	0.00
101-400-543.04	M.M.R.M.A GRANT	0.00	0.00	5,000.00	5,000.00	0.00	0.00	5,000.00	0.00
101-400-544.00	MARINE SAFETY PROGRAM	44,900.00	0.00	46,900.00	46,900.00	0.00	0.00	46,900.00	0.00
101-400-544.01	SNO-MOBILE SAFETY/PROGRAM	7,224.75	0.00	21,918.00	8,000.00	0.00	0.00	8,000.00	0.00
101-400-545.01	CASEFLOW ASSIST GRANT/DIST	10,170.42	0.00	10,000.00	10,000.00	0.00	0.00	10,000.00	0.00
101-400-545.02	CASEFLOW ASST GRANT/CIR CT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
101-400-554.00	STATE GRANT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
101-400-560.00	COUNTY JUVENILE OFFICER GRANT	27,317.04	0.00	27,317.00	27,317.00	0.00	0.00	27,317.00	0.00
101-400-569.05	L.E.P.C.	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
101-400-570.00	CIGARETTE TAX	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
101-400-572.00	STATE GRANT - MSHDA	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
101-400-574.00	STATE REVENUE SHARING	243,565.54	0.00	451,402.00	451,402.00	203,121.00	67,707.00	248,281.00	45.00
101-400-574.01	REVENUE SHARING - COUNTY INCEN	60,891.39	30,312.00	112,850.00	112,850.00	56,424.00	18,808.00	56,426.00	50.00
101-400-575.00	TWP LIQUOR LICENSE	770.00	0.00	770.00	770.00	0.00	0.00	770.00	0.00
101-400-580.01	CONTRIB FROM OTHER UNITS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
101-400-581.00	REV FROM OTHER COUNTIES	52,524.78	9,203.26	50,931.00	50,931.00	8,116.35	4,052.21	42,814.65	15.94

User: jmanko
DB: Cheboygan

PERIOD ENDING 02/29/2016

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Fund 101 - GENERAL COUNTY									
Revenues									
101-400-582.00	SHERIFF LOCAL GRANTS	3,770.65	0.00	0.00	0.00	350.00	0.00	(350.00)	100.00
101-400-583.00	LOCAL GRANTS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
101-400-601.00	CIR CRT COSTS	38,293.99	6,261.56	40,000.00	40,000.00	10,156.56	6,807.17	29,843.44	25.39
101-400-601.01	ATTY FEE REIMB/CIRCUIT	28,284.25	4,388.47	30,000.00	30,000.00	3,253.36	1,973.86	26,746.64	10.84
101-400-601.10	CIR CT GARNISHMENT	885.00	90.00	800.00	800.00	45.00	30.00	755.00	5.63
101-400-602.00	CONTEMPT OF COURT FEE PROBATE	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
101-400-603.00	DISTRICT CRT COSTS	392,324.42	41,532.29	300,000.00	300,000.00	64,932.76	38,693.86	235,067.24	21.64
101-400-603.01	PROBATE CRT COSTS	1,958.00	47.00	1,500.00	1,500.00	240.00	120.00	1,260.00	16.00
101-400-603.11	SMOKING FEES	600.00	150.00	300.00	300.00	150.00	75.00	150.00	50.00
101-400-607.02	CTY GENERAL FILING FEE	5,580.00	1,116.00	6,000.00	6,000.00	620.00	372.00	5,380.00	10.33
101-400-607.03	LATE FEE PRISONER	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
101-400-607.04	CHARGE FOR SERVICE	206,624.60	0.00	210,062.00	210,062.00	0.00	0.00	210,062.00	0.00
101-400-608.01	MOTION FEE COUNTY	2,920.00	530.00	4,000.00	4,000.00	220.00	150.00	3,780.00	5.50
101-400-608.02	COUNTY APPEAL FEE	56.00	0.00	200.00	200.00	31.00	31.00	169.00	15.50
101-400-610.00	JURY FEE CIR CT	1,150.00	315.00	1,500.00	1,500.00	145.00	60.00	1,355.00	9.67
101-400-612.00	TUSCARORA TWP ORDINANCE FEE	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
101-400-612.01	GIS	875.00	135.00	1,500.00	1,500.00	25.00	0.00	1,475.00	1.67
101-400-613.00	DIST CRT/CIVIL FEES	54,529.95	6,563.00	55,000.00	55,000.00	5,810.20	2,656.40	49,189.80	10.56
101-400-613.10	COUNTY REMONUMENTATION	329.70	45.06	300.00	300.00	45.42	22.56	254.58	15.14
101-400-614.00	VIOLATION CLEARANCE RECORD	2,851.67	466.67	3,000.00	3,000.00	733.33	583.33	2,266.67	24.44
101-400-615.00	DIST CRT/BOND COSTS & FEES	8,594.00	1,785.00	7,000.00	7,000.00	1,315.00	585.00	5,685.00	18.79
101-400-617.00	PROBATE CRT - FEES	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
101-400-617.01	CERTIFIED FEES	825.00	154.00	800.00	800.00	212.00	79.00	588.00	26.50
101-400-617.02	MARRIAGE CEREMONIES	124.00	24.00	120.00	120.00	28.00	16.00	92.00	23.33
101-400-617.03	JURY FEE DEMAND	0.00	0.00	20.00	20.00	30.00	0.00	(10.00)	150.00
101-400-617.06	WILLS/SAFE KEEPING	75.00	0.00	100.00	100.00	50.00	25.00	50.00	50.00
101-400-617.07	INVENTORY FEE	7,370.87	1,583.69	7,500.00	7,500.00	638.90	237.51	6,861.10	8.52
101-400-617.08	PROBATE CRT/DEPOSIT BOXES	0.00	0.00	20.00	20.00	20.00	10.00	0.00	100.00
101-400-617.10	PROBATE CRT-MOT/PET/ACCT/OB	1,460.00	260.00	1,100.00	1,100.00	250.00	70.00	850.00	22.73
101-400-618.00	CO TREAS-CURRENT SERVICES	4,624.00	325.50	4,000.00	4,000.00	272.00	140.00	3,728.00	6.80
101-400-618.01	VETERAN'S FEES - ID CARDS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
101-400-618.02	REGISTER OF DEEDS TAX CERTIFIC	2,700.00	0.00	0.00	0.00	475.00	170.00	(475.00)	100.00
101-400-619.00	CO CLERK/CURRENT SERVICES	34,159.74	3,954.00	26,000.00	26,000.00	3,539.00	2,110.00	22,461.00	13.61
101-400-619.01	PASSPORT FEES	1,775.00	275.00	1,400.00	1,400.00	375.00	125.00	1,025.00	26.79
101-400-619.02	CREMATION FEE	1,270.00	310.00	1,800.00	1,800.00	200.00	120.00	1,600.00	11.11
101-400-619.03	SUBPOENA FEE	15.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
101-400-619.04	CRIME VICTIM ADMIN FEES	1,785.03	300.11	1,800.00	1,800.00	302.11	160.95	1,497.89	16.78
101-400-619.05	STATE FORENSIC ADMIN FEE	15.75	0.25	0.00	0.00	0.00	0.00	0.00	0.00
101-400-619.06	NOTARY FEES	384.00	104.00	500.00	500.00	80.00	40.00	420.00	16.00
101-400-620.00	REGISTER OF DEEDS FEES	234,002.35	22,943.95	225,000.00	225,000.00	28,221.35	12,700.05	196,778.65	12.54
101-400-622.00	C.C.F. COLLECTION FEE	3,424.44	891.74	2,200.00	2,200.00	459.40	365.65	1,740.60	20.88
101-400-622.01	25% ATTY FEES REIMB	520.69	110.75	1,000.00	1,000.00	73.50	66.00	926.50	7.35
101-400-622.02	ATTY FEE REIMB/PROBATE	1,562.09	332.25	2,200.00	2,200.00	220.50	198.00	1,979.50	10.02
101-400-625.00	DNA COLLECTION	36.00	0.00	0.00	0.00	42.00	30.00	(42.00)	100.00
101-400-625.01	SEX OFFENDER REGISTRATION	2,740.00	960.00	2,900.00	2,900.00	1,280.00	740.00	1,620.00	44.14
101-400-625.25	DNA COLLECTION - SHERIFF	90.00	0.00	0.00	0.00	105.00	75.00	(105.00)	100.00
101-400-625.36	DNA COLLECTION - DISTRICT COUP	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
101-400-628.02	BOAT LIVERY INSPECTIONS	64.00	0.00	100.00	100.00	0.00	0.00	100.00	0.00
101-400-628.03	PRISONER BOARD	51,652.23	5,012.57	45,000.00	45,000.00	6,257.01	3,614.92	38,742.99	13.90
101-400-628.04	PRISONER MEDICAL	5,762.59	817.68	3,500.00	3,500.00	956.92	608.79	2,543.08	27.34
101-400-628.05	ACCIDENT REPORT FEES	884.71	314.74	500.00	500.00	157.14	47.42	342.86	31.43
101-400-628.07	DOC/TRANSPORT REIMB	3,452.45	779.25	2,500.00	2,500.00	295.45	295.45	2,204.55	11.82
101-400-628.08	WORK RELEASE	51,079.88	5,555.00	30,000.00	30,000.00	6,955.47	3,915.25	23,044.53	23.18
101-400-628.09	PRISONER BOARD-OUT COUNTY	1,470.00	0.00	2,500.00	2,500.00	0.00	0.00	2,500.00	0.00

PERIOD ENDING 02/29/2016

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GL NUMBER	DESCRIPTION	END BALANCE 12/31/2015	YTD BALANCE 02/28/2015	2016 ORIGINAL BUDGET	2016 AMENDED BUDGET	YTD BALANCE 02/29/2016	ACTIVITY FOR MONTH 02/29/2016	AVAILABLE BALANCE	% BDGT USED
Fund 101 - GENERAL COUNTY									
Revenues									
101-400-628.10	DIVERTED FELONS-LOC REIMBURSE	63,172.50	3,860.00	60,000.00	60,000.00	8,540.00	3,480.00	51,460.00	14.23
101-400-628.12	PRISONER TRANSPORT REIMBURSE	261.70	150.87	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00
101-400-628.13	MEDICAL REIMBURSE-OUT COUNTY	0.00	0.00	100.00	100.00	0.00	0.00	100.00	0.00
101-400-628.14	FINDERS FEE SS JAIL	8,800.00	2,400.00	7,000.00	7,000.00	1,600.00	400.00	5,400.00	22.86
101-400-628.16	PRE-EMPLOYMENT FINGERPRINTS	290.00	0.00	150.00	150.00	60.00	20.00	90.00	40.00
101-400-628.17	CCW FINGERPRINT FEE	510.00	0.00	0.00	0.00	1,470.00	900.00	(1,470.00)	100.00
101-400-628.18	DRUNK DRIVERS ASSESSMENT	5,335.00	726.00	3,500.00	3,500.00	531.00	20.00	2,969.00	15.17
101-400-630.00	OTHER REVENUE	215.67	39.80	50.00	50.00	38.50	10.00	11.50	77.00
101-400-630.03	SALE BOOK	236.00	0.00	170.00	170.00	0.00	0.00	170.00	0.00
101-400-632.00	ADMIN/CRIME VIC RIGHTS ASST	96.39	23.60	0.00	0.00	11.00	8.00	(11.00)	100.00
101-400-639.00	GAMBLING SCREENING	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
101-400-644.00	SALE OF SCRAP & SALVAGE	38.00	0.00	0.00	0.00	22.00	0.00	(22.00)	100.00
101-400-647.00	DVD RECORDINGS	150.00	50.00	0.00	0.00	0.00	0.00	0.00	0.00
101-400-650.02	REGISTRATION / ENTRY FEES	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
101-400-651.10	REGISTER OF DEEDS - ONLINE SER	12,524.00	2,152.00	12,500.00	12,500.00	1,899.00	1,034.00	10,601.00	15.19
101-400-654.99	GRAND STAND RECEIPTS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
101-400-655.03	50/50 RAFFLE	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
101-400-656.00	BOND FORFEITURES	5,371.00	850.00	6,000.00	6,000.00	790.00	350.00	5,210.00	13.17
101-400-656.01	ORDINANCE FINES & COSTS	17,103.74	1,421.30	15,000.00	15,000.00	3,836.16	1,932.60	11,163.84	25.57
101-400-657.00	DRUG FORFEITURES - SHERIFF	300.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
101-400-657.01	DRUG FORFEITURES - PROSECUTOR	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
101-400-658.00	FORFEITURES - SHERIFF	3,054.53	0.00	0.00	0.00	0.00	0.00	0.00	0.00
101-400-665.00	INTEREST EARNED	10,320.62	636.24	8,500.00	8,500.00	899.94	873.69	7,600.06	10.59
101-400-665.01	T & A INTEREST	1,375.02	125.45	1,000.00	1,000.00	137.32	121.07	862.68	13.73
101-400-668.00	RENTS	62,200.08	9,666.68	62,242.00	62,242.00	9,666.68	4,833.34	52,575.32	15.53
101-400-669.00	BLDG & GROUNDS RENTAL	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
101-400-669.02	EQUIPMENT RENTAL	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
101-400-673.00	SALE OF FIXED ASSETS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
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	15,838.98	219.25	10,000.00	22,000.00	128.07	128.07	21,871.93	0.58
101-400-676.00	CONT FROM OTHER FUNDS	36,209.00	0.00	21,929.00	21,929.00	0.00	0.00	21,929.00	0.00
101-400-676.01	REIMBURSEMENTS	2,218.43	0.00	0.00	0.00	0.00	0.00	0.00	0.00
101-400-676.13	89TH JURY REIMBURSEMENT	90.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
101-400-676.14	CIR CRT JURY REIMBURSEMENT	6,962.50	0.00	3,500.00	3,500.00	0.00	0.00	3,500.00	0.00
101-400-676.17	89TH DISTRICT COURT REIMBURSEM	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
101-400-676.18	PROBATE JURY REIMBURSEMENT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
101-400-678.00	INSURANCE & BOND REIMBURSEMENT	113,837.70	0.00	5,870.00	5,870.00	0.00	0.00	5,870.00	0.00
101-400-681.00	ELECTION REFUNDS	188.48	0.00	700.00	700.00	42.56	42.56	657.44	6.08
101-400-682.00	DATA PROCESSING FEES	20,864.02	150.00	18,500.00	18,500.00	1,000.00	0.00	17,500.00	5.41
101-400-682.01	PA BLOOD TEST REIMB	270.98	84.02	125.00	125.00	79.80	12.67	45.20	63.84
101-400-682.02	AERIAL MAPS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
101-400-682.03	COUNTY MAPS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
101-400-683.00	RETURNED CHECK FEES	400.00	75.00	300.00	300.00	159.11	59.11	140.89	53.04
101-400-686.00	P/A LEGAL/ABUSED & NEG CHLD	12,516.84	835.87	11,070.00	11,070.00	0.00	0.00	11,070.00	0.00
101-400-687.00	WAGE REIMBURSEMENT	6,319.00	0.00	18,331.00	18,331.00	0.00	0.00	18,331.00	0.00
101-400-688.00	REFUNDS - GENERAL	3,658.68	685.63	2,000.00	2,000.00	808.41	576.25	1,191.59	40.42
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	9,618.99	185.00	12,742.00	12,742.00	12.00	0.00	12,730.00	0.09
101-400-688.08	INMATE TELEPHONE	17,943.43	1,493.64	20,000.00	20,000.00	1,341.46	1,341.46	18,658.54	6.71
101-400-688.09	NON-REIMBURSABLE/REIMB	781.65	254.37	1,000.00	1,000.00	198.11	190.61	801.89	19.81
101-400-688.11	M.A.P.S.	7,851.99	0.00	10,000.00	10,000.00	0.00	0.00	10,000.00	0.00

PERIOD ENDING 02/29/2016

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GL NUMBER	DESCRIPTION	END BALANCE 12/31/2015	YTD BALANCE 02/28/2015	2016 ORIGINAL BUDGET	2016 AMENDED BUDGET	YTD BALANCE 02/29/2016	ACTIVITY FOR MONTH 02/29/2016	AVAILABLE BALANCE	% BDGT USED
Fund 101 - GENERAL COUNTY									
Revenues									
101-400-688.15	SHERIFF PBT'S	2,574.00	478.00	2,100.00	2,100.00	211.00	84.00	1,889.00	10.05
101-400-688.17	POSTAGE REIMBURSEMENTS	104.29	69.23	100.00	100.00	0.00	0.00	100.00	0.00
101-400-690.00	INS & SURETY PREMIUM REFUND	62,571.00	0.00	50,000.00	50,000.00	0.00	0.00	50,000.00	0.00
101-400-695.00	CASH OVER/SHORT	(33.50)	(95.00)	0.00	0.00	40.00	20.00	(40.00)	100.00
101-400-696.00	INSURANCE PROCEEDS	8,114.95	0.00	0.00	0.00	0.00	0.00	0.00	0.00
101-400-698.00	MISC	363.16	0.00	0.00	0.00	0.00	0.00	0.00	0.00
101-400-699.00	FUND EQUITY	0.00	0.00	844,659.00	865,978.00	0.00	0.00	865,978.00	0.00
101-400-699.99	TRANSFER IN	180,612.26	0.00	185,121.00	185,121.00	40,799.78	0.00	144,321.22	22.04
TOTAL Revenues		11,564,328.20	436,594.86	11,807,216.00	11,826,260.73	667,562.16	247,272.69	11,158,698.57	5.64
Expenditures									
101	COMMISSIONERS	135,696.36	16,672.49	140,105.00	138,316.00	17,176.16	8,910.06	121,139.84	12.42
131	CIRCUIT COURT	281,726.47	38,177.72	295,165.00	300,857.00	42,218.10	21,796.68	258,638.90	14.03
136	DISTRICT COURT	566,654.27	80,123.22	602,809.00	624,693.00	88,885.83	49,149.77	535,807.17	14.23
139	VICTIM'S RIGHTS	69,045.63	8,883.03	78,795.00	80,396.73	11,885.87	6,101.75	68,510.86	14.78
145	JURY BOARD	6,337.19	0.66	10,810.00	10,810.00	0.04	0.04	10,809.96	0.00
148	PROBATE COURT	555,803.19	82,961.54	584,236.00	591,195.00	85,750.15	47,645.01	505,444.85	14.50
191	ELECTIONS	3,258.29	1,272.48	35,141.00	35,141.00	2,539.40	4,970.84	32,601.60	7.23
202	FINANCE DEPARTMENT	274,659.56	37,684.87	292,530.00	293,266.00	39,735.70	21,711.28	253,530.30	13.55
212	ADMINISTRATIVE OFFICE	202,914.54	30,387.39	213,530.00	213,356.00	30,532.60	15,628.05	182,823.40	14.31
215	CLERK/REGISTER	398,713.70	52,356.39	402,243.00	413,029.00	52,959.96	29,575.53	360,069.04	12.82
225	EQUALIZATION	231,071.94	35,832.65	266,097.00	256,361.00	32,930.98	17,506.53	223,430.02	12.85
228	INFORMATION SYSTEMS	209,177.88	17,708.16	292,652.00	295,287.00	25,709.46	15,559.75	269,577.54	8.71
229	PROSECUTING ATTORNEY	543,559.36	75,349.93	591,854.00	614,842.00	82,495.10	46,389.37	532,346.90	13.42
243	GIS	63,970.37	9,092.00	64,841.00	65,842.00	9,048.33	4,908.01	56,793.67	13.74
253	COUNTY TREASURER	204,004.14	28,650.32	215,511.00	215,863.00	29,254.64	16,193.28	186,608.36	13.55
260	TAX ALLOCATION BOARD	605.37	0.00	940.00	940.00	0.00	0.00	940.00	0.00
265	COUNTY MAINTENANCE DEPT	447,762.31	59,656.92	437,221.00	444,421.00	61,157.77	35,071.83	383,263.23	13.76
267	MAJOR EQ/BLDG IMP	37,339.18	(4,825.16)	167,000.00	167,000.00	4,482.58	7,859.04	162,517.42	2.68
270	HUMAN RESOURCE	4,983.87	0.00	5,325.00	5,325.00	203.00	203.00	5,122.00	3.81
275	DRAIN COMMISSIONER	3,570.44	1,136.84	5,890.00	5,890.00	202.93	1.65	5,687.07	3.45
284	COUNTY SURVEYOR	1,524.88	724.88	1,750.00	1,750.00	300.00	0.00	1,450.00	17.14
285	GENERAL COUNTY	447,693.36	121,726.97	480,913.00	480,913.00	124,641.58	42,164.47	356,271.42	25.92
301	SHERIFF	1,543,255.06	213,636.80	1,502,905.00	1,556,188.00	229,935.66	115,623.58	1,326,252.34	14.78
302	ORV ENFORCEMENT	16,743.81	0.00	25,283.00	27,941.00	0.00	0.00	27,941.00	0.00
325	CCE 911	431,111.60	107,777.90	431,362.00	431,362.00	107,731.54	107,690.50	323,630.46	24.97
331	MARINE SAFETY	94,093.03	6,553.30	98,067.00	115,126.00	6,619.64	4,257.58	108,506.36	5.75
332	SNO-MOBILE SAFETY *	8,499.70	3,645.04	25,787.00	9,412.00	4,519.93	2,433.65	4,892.07	48.02
333	SHERIFF SECONDARY ROAD PATROL	69,482.18	10,521.35	72,357.00	72,945.00	10,708.33	5,806.76	62,236.67	14.68
334	STONEGARDEN GRANT	31,225.82	11,477.00	14,300.00	14,300.00	7,926.25	7,926.25	6,373.75	55.43
335	SHERIFF - LOCAL GRANTS	8,490.10	0.00	9,806.00	9,885.00	0.00	0.00	9,885.00	0.00
337	SHERIFF-FEDERAL GRANTS	9,907.93	0.00	13,000.00	12,910.00	0.00	0.00	12,910.00	0.00
338	CANINE UNIT	15,838.98	219.25	10,000.00	10,000.00	128.07	128.07	9,871.93	1.28
351	CORRECTIONS/COMMUNICATIONS	1,462,295.37	198,982.38	1,464,379.00	1,510,801.00	212,618.86	121,290.85	1,298,182.14	14.07
412	PLANNING/ZONING DEPT	375,413.89	54,548.41	378,962.00	382,487.00	52,469.92	28,098.35	330,017.08	13.72
423	HOMELAND SECURITY EXERCISE GRA	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
426	TRI-COUNTY EMERGENCY MANAGEMEN	59,732.02	0.00	79,907.00	79,907.00	0.00	0.00	79,907.00	0.00
428	L.E.P.C. DEPT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
430	ANIMAL SHELTER/DOG WARDEN	143,999.75	34,993.49	150,950.00	150,950.00	36,663.56	426.88	114,286.44	24.29
441	DEPARTMENT OF PUBLIC WORKS	165.44	165.44	340.00	340.00	253.46	0.00	86.54	74.55
600	HEALTH DEPARTMENTS	327,230.00	79,874.75	331,978.00	331,978.00	82,994.50	0.00	248,983.50	25.00
605	C/D - HEALTH DEPARTMENT	0.00	0.00	500.00	500.00	0.00	0.00	500.00	0.00

PERIOD ENDING 02/29/2016

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Fund 101 - GENERAL COUNTY									
Expenditures									
648	MEDICAL EXAMINER	16,632.73	1,620.85	21,088.00	21,618.00	1,709.12	779.56	19,908.88	7.91
651	AMBULANCE	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
682	VETERANS	93,058.16	9,065.76	131,022.00	130,302.00	13,829.93	7,656.85	116,472.07	10.61
691	CHEBOYGAN COUNTY HOUSING	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
700	CASH CONTROL	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
731	COUNTY MSU EXTENSION OFFICE	124,140.41	8,124.62	127,261.00	127,731.00	7,809.19	4,600.80	119,921.81	6.11
751	FAIR GROUNDS / EVENTS	20,975.45	898.17	36,716.00	36,806.00	2,660.54	1,270.90	34,145.46	7.23
753	VETERAN'S PARK	6,130.00	0.00	3,500.00	3,500.00	0.00	0.00	3,500.00	0.00
784	SOIL CONSERVATION	13,229.21	3,246.50	13,750.00	13,750.00	3,126.13	0.75	10,623.87	22.74
802	PLAT BOARD	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
900	SPECIAL APPROPRIATIONS	90,918.61	80,000.00	88,575.00	88,575.00	80,000.00	0.00	8,575.00	90.32
902	APPRO/TRANSFERS TO OTHER FUNDS	842,878.84	107,020.50	1,014,106.00	1,014,106.00	35,279.51	4,752.96	978,826.49	3.48
941	GENERAL CONTINGENCY	0.00	0.00	387,957.00	229,347.00	0.00	0.00	229,347.00	0.00
954	INSURANCES	164,194.26	37,656.50	188,000.00	188,000.00	44,632.35	906.10	143,367.65	23.74
TOTAL Expenditures		10,659,714.65	1,663,601.31	11,807,216.00	11,826,260.73	1,683,726.67	804,996.33	10,142,534.06	14.24
Fund 101 - GENERAL COUNTY:									
TOTAL REVENUES		11,564,328.20	436,594.86	11,807,216.00	11,826,260.73	667,562.16	247,272.69	11,158,698.57	5.64
TOTAL EXPENDITURES		10,659,714.65	1,663,601.31	11,807,216.00	11,826,260.73	1,683,726.67	804,996.33	10,142,534.06	14.24
NET OF REVENUES & EXPENDITURES		904,613.55	(1,227,006.45)	0.00	0.00	(1,016,164.51)	(557,723.64)	1,016,164.51	100.00

ADMINISTRATOR'S REPORT
4-12-16

ANIMAL
SHELTER
PROJECT:

The electrical contractor is completing work within the storage addition area. The Architect is completing bid documents for the demolition of a portion of the current dog kennel area with construction of a new kennel area. Bids will be advertised in May with project award at the June 14, 2016 meeting. Once completed, the final phase of the project consist of the remodeling of a portion of kennel area into an adoption room, puppy kennel and stray dog isolation room. The objective is to have the project completely finished by the end of 2016.

REID
BUILDING:

Finish dry wall work is currently being completed in the Women's Resource Center office area. Painting, carpet installation and finish work is currently being scheduled. The objective is to have the space completed by the end of May.

Crews will also begin renovation of the perimeter office areas within the Health Department consisting of dry wall repair, repainting, new carpet and finish work. The Architect is currently reviewing cost estimates to allow continued discussion with Health Department staff concerning the configuration, affordability and timing of completing aggregate Health Department renovations.

BOARD WORK
SESSION:

The April 26, 2016 Committee of the Whole Meeting has been scheduled for 9:30 a.m. at the Tuscarora Township Hall. Prior to the goals and objectives work session, The Equalization Department will present the Equalization Report for Board approval. The report is time sensitive and must be approved by the Board and sent to the State by May 1st each year.

At the meeting, staff will review the Board's Goals and Objectives and facilitate a discussion concerning economic development as well as discussion concerning various County facilities. Staff will ask Board members at the April 12, 2016 meeting if any other topics of discussion are identified for the work session.

ECONOMIC
DEVELOPMENT
REPORT:

Staff will provide an Economic Development Report to the Commission at the meeting for review prior to the April 26, 2016 work session discussion. The report will contain a review of existing economic development organizations/ initiatives in the County. The report will also provide discussion points concerning these organizations/ initiatives to allow the Commission to set policy directives for staff to pursue.

EQUALIZATION:

The Department's Deputy Director Elizabeth Zabik has been accepted in to the State's MAAO program. Ms. Zabik will begin classes in May with a target date to take her certification test in March of 2017 and assume Equalization Director duties once completed.

DHS BUILDING:

The State of Michigan has sent notification that the carpet in the DHS Building is in need of replacement. The carpet in the building is approximately 24 years old. Staff is required to respond acknowledging that the carpet will be scheduled for replacement based on our contract provisions. The cost of the carpet will be paid for from rental proceed funds. A preliminary cost for carpet installation is estimated at approximately \$38,000.

RECYCLING AGREEMENT:

The County's Recycling Agreement with Emmet County for material processing will be provided for Commission consideration at the May 10, 2016 meeting. The base cost for material processing is expected to increase about 5% from 2015 cost due to market demand.



Cheboygan County

Board of Commissioners' Meeting

April 12, 2016

Title: Policy Revision 500-4 Retirement

Summary: MERS has provided language slightly revising the Hybrid Plan description for clarification in the policy.

Financial Impact: N/A

Recommendation: Approve revision to Policy 500-4 Retirement and authorize the Chair to sign.

Prepared by: Jeffery B. Lawson

Department: Administration



Policy Department: Personnel
Policy Number: 500-4
Original Date: January 1, 1994
Revised: May 27, 2003
September 30, 2008
July 13, 2010
February 9, 2016
April 12, 2016

RETIREMENT

Effective April 1, 2007:

1) County Regular Full-Time and Regular Part-Time Employees: The program of retirement benefits in effect is Plan B-4 and FAC-5 with the F55 (20) waiver of the Michigan Municipal Employee's Retirement System (MERS). Under this retirement program Employees contribute 3.5% of their income each year.

2) County Elected Officials, Appointed Department Heads, and Assistant Department Heads: The program of retirement benefits in effect is Plan B-4 and FAC-3 with the F55 (20) waiver of the Michigan Municipal Employee's Retirement System (MERS). Under this retirement program Employees contribute 3.5% of their income each year.

3) Sheriff, Undersheriff, and Jail Administrator will follow the retirement benefits of the Command Union Contract.

On August 15, 2007 Cheboygan County adopted Act 88 of 1961, the Reciprocal Retirement Act. Employees who had previously worked at other Michigan government agencies, but not long enough to meet the time requirements to retire, may apply to MERS to have years of service from each agency added together. If approved and, if the combined service time fulfills vesting requirements, the employee may qualify for a retirement benefit from each Act 88 employer.

Effective January 1, 2016, the program of retirement benefits for all new full-time and regular part-time employees shall be the MERS 1.25% retirement at age 60 Hybrid Plan. Under this plan the County will pay the defined benefit cost of the plan while the employee will pay up to 3% into the defined contribution plan. The County will pay the difference between the 8% and defined benefit cost into the employees defined contribution plan. The total cost of employer contribution for both defined contribution and defined benefit plan of Hybrid will not exceed 8%, if employer contribution for defined benefit exceeds 8% ER contribution into DC will ceased to exist and employer will pay full cost of DB plan.

Peter Redmond, Board Chairperson

Date

Jeffery B. Lawson, Administrator

Date

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



Cheboygan County Board of Commissioners' Meeting

April 12, 2016

Title: Veterans Service Officer Employment Agreement

Summary: Thirty-four resumes were received for the Veterans Service Officer position. Four persons were selected to interview.

Mr. Richard Wiles has been selected for the position. The following employment agreement has been drafted by legal counsel identifying employment terms.

Mr. Wiles is a thirty year military veteran retiring as a Command Master Chief from the U.S. Coast Guard. Mr. Wiles has extensive knowledge of military compensation and education benefits as well as service-connected compensation claims. Mr. Wiles holds a Bachelor's Degree from Excelsior College.

Financial Impact: Salary \$40,600 plus benefits

Recommendation: Motion to approve employment agreement with Richard Wiles for the Veterans Service Officer position and authorize the Chair to sign.

Prepared by: Jeffery B. Lawson

Department: Administration

Employment Agreement

THIS AGREEMENT, is made and entered into to be effective the 12th day of April, 2016 by and between the Cheboygan County, a municipal corporation, whose address is 870 South Main Street, P.O. Box 70, Cheboygan, Michigan 49721 (hereinafter called "Employer") and Richard Wiles, whose address is 10675 Neuman Rd. Cheboygan, Michigan 49721 (hereinafter called "Employee").

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

Section 1: Term

The term of this Agreement shall be three (3) years, beginning April 12, 2016 and ending April 11, 2019.

Section 2: Duties and Authority

Employer hereby employs Employee as the Cheboygan County Veterans Service Officer for the term of this Agreement under the terms and conditions specified herein. Employee shall perform the functions and duties specified in the job description, attached hereto and incorporated herein by reference as Exhibit A. In addition, Employee shall perform such additional duties assigned by Employer. Except as provided in Section 12, during the term of this Agreement, Employee shall not engage in any other business activity or accept any other employment, whether or not such business activity is pursued for gain, profit, or other pecuniary advantage.

Section 3: Compensation

- A. Employer agrees to pay Employee an annual base salary of FORTY THOUSAND SIX HUNDRED and 00/100 DOLLARS (\$40,600.00), payable in installments at the same time that the other management employees of the Employer are paid.
- B. This Agreement shall be automatically amended to reflect any salary adjustments that are provided by the Employer during the term of this Agreement.
- C. Employer agrees to consider in the sole exercise of its discretion increases in the compensation of the Employee dependent upon the results of the performance evaluation conducted under the provisions of Section 10 of this Agreement. Any increased compensation can be in the form of a salary increase.

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

- A. The Employee has elected to waive medical, dental and optical health coverage for themselves, their spouse and dependents and certifies that employee, spouse and dependent are covered under military medical benefit coverage. Employer agrees to pay employee \$1,000 annually for completely waiving medical, dental and optical insurance coverage.

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

Section 5: Sick, Vacation, and Personal Leave

- A. During the term of this Agreement, the Employee shall be entitled to sick days to be used in the case of Employee's illness. Employee shall accrue sick days at a rate of one (1) day per month, up to a total of ninety (90) days.
- B. During the term of this Agreement, the Employee shall be entitled to fifteen (15) paid vacation days, credited at the time of employment and renewed January 1 each year during the term of this Agreement.
- C. During the term of this Agreement, the Employee shall be entitled to three (3) paid personal leave days, credited at the time of employment and renewed January 1 each year during the term of this Agreement.
- D. In the event the Employee's employment is terminated, either voluntarily or involuntarily, the Employee shall be compensated for all accrued and unused vacation time, prorated to the date of termination at the Employee's rate of compensation in effect at the time of termination. In addition, the Employer agrees to make a contribution to the Employee's MERS Retirement Plan on the value of this compensation calculated using the rate ordinarily contributed on regular compensation. Employee, however, shall not be compensated for accrued and unused sick or personal leave days.

Section 6: General Business Expenses

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

Section 7: Termination

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

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

“unsatisfactory.” The Employee shall have at least 90 days after the first evaluation to meet with the County Administrator to develop an action plan to address the concerns raised in the evaluation; or

- (e) other actions commonly recognized as “just cause” by employment relations arbitrators.

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

Section 8: Severance

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

Section 9: Disability

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

Section 10: Performance Evaluation

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

Section 11: Hours of Work

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

Section 12: Outside Activities

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

Section 13: Indemnification

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

Section 14: Bonding

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

Section 15: Other Terms and Conditions of Employment

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

Section 16: Notices

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

Section 17: General Provisions

A. Integration. This Agreement sets forth and establishes the entire understanding between the Employer and the Employee relating to the employment of the Employee by the Employer. Any prior discussions or representations by or

between the parties are merged into and rendered null and void by this Agreement. The parties by mutual written agreement may amend any provision of this Agreement during the life of the agreement. Such amendments shall be incorporated and made a part of this Agreement.

- B. Binding Effect. This Agreement shall be binding on the Employer and the Employee as well as their heirs, assigns, executors, personal representatives and successors in interest.
- C. The Employee may not assign any of Employee's rights or delegate any of Employee's duties under this Agreement.
- D. This Agreement shall be governed by and interpreted under the laws of the State of Michigan.
- E. Severability. The invalidity or partial invalidity of any portion of this Agreement will not effect the validity of any other provision. In the event that any provision of this Agreement is held to be invalid, the remaining provisions shall be deemed to be in full force and effect as if they have been executed by both parties subsequent to the expungement or judicial modification of the invalid provision.

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

CHEBOYGAN COUNTY

Date: _____

By: _____
Peter Redmond

Its: Chairperson

Date: _____

Richard Wiles

**CHEBOYGAN COUNTY
JOB DESCRIPTION**

**VETERAN'S SERVICE OFFICER
(Salary Nonexempt Employee)**

GENERAL SUMMARY: To assist Veteran's and their families in obtaining any and all county, state and federal benefits to which they are entitled, with courtesy, compassion, confidentiality and respect. Veteran benefits may include: service connected compensation, non-service connected pension, VA Health Care enrollment, vocational rehabilitation, life insurance services, GI insurance benefits, dependents and survivors benefits, widows pension, burial benefits, dependency and indemnity compensation, housebound aid, and attendance services, CHAMPVA, assistance with debt management center issues, educational benefits, certificates of eligibility for home loans, commissary and exchange privileges, correction of military records, application for medals and military records, DD-214 (Military Discharge) retrieval and review, automobile and special adaptive equipment.

ESSENTIAL FUNCTIONS:

An employee in this position may be called upon to do any or all of the following: (These examples do not include all of the tasks which the employees may be expected to perform.)

1. Administers all aspects of County Veterans Service Department.
2. Oversees the initiation, preparation, processing of various federal, state and county forms, reports, records and requests for assistance.
3. Ensures the County's compliance with all federal, state, and veterans statutes. Researches and prepares the necessary policies to ensure compliance.
4. Interview, assess and make independent decisions regarding appropriate program to fit veteran needs.
5. Directs the preparation and submission of claims to Michigan Department of Veterans Affairs or other Agencies.
6. Directs the coordination and dissemination of Veteran information and legislation to County Commissioners, Administrator and public. Provides annual report to County Commissioners and Administrator on department activity.
7. Develops and implements department policy and procedure as needed.
8. Performs related duties as required.

CUSTOMER SERVICE:

This is a front-line position for providing excellent customer service to members of the general public and other County employees. Personal contact occurs with other employees, employees of other departments in the County, citizens, and customers of the department. Service is provided in person, by phone or computer contact.

SUPERVISION:

Direct supervision includes assigning, directing, evaluating, and reviewing work of subordinate employee. Responsibilities include providing on-the-job training; supervising volunteers; evaluating

job performance; recommending selection of new staff members, promotions, status changes, and discipline; and planning and scheduling.

JOB SKILLS:

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements are representative of the required knowledge, skills, and abilities.

Language Skills:

- Ability to read, analyze, and interpret the most complex documents.
- Ability to respond effectively to the most sensitive inquiries or complaints.
- Ability to write speeches and articles using original or innovative techniques or style.
- Ability to make effective and persuasive speeches and presentations on controversial or complex topics to top management, public groups, and/or boards.

Mathematical Skills:

- Requires the ability to utilize mathematical formulas; to add and subtract; multiply and divide and utilize decimals.
- Ability to apply concepts such as fractions, percentages, ratios, and proportions to practical situations.

Problem Solving Abilities:

- Ability to define problems, collect data, establish facts, and draw valid conclusions.
- Ability to interpret an extensive variety of technical instructions in mathematical or diagram form and deal with several abstract and concrete variables.
- Develops plans, policies, specifications, and programs.
- Functions independently as an expert in matters of specialized code, rules, policy, benefits analysis, and department budgetary and accounting systems.

Specialized Skills and Abilities:

- Must be self-directed and work independently; knowledge of County, State, and Federal Veterans programs and benefits.
- Knowledge of local veterans' organizations and their programs.
- Ability to identify benefits available to the veteran and assist individuals with discretion.
- Ability to work in conjunction with professional, medical, and legal persons, and possess public relations and speaking abilities.
- Ability to work effectively with people.
- Ability to remain calm in stressful situations.
- Ability to take a teamwork approach to the job by cooperating with others, offering to help others when needed, and considering larger organization or team goals rather than individual concerns. Includes the ability to build a constructive team spirit where team members are committed to the goals and objectives of the team.

Machines and Equipment:

This employee will be required to operate a computer, calculator, telephone, fax machine, copy machine, and other general office equipment, as well as drive a car, in the completion of a task.

Preferred Employment Qualifications:

Education: Bachelor's degree preferred in Human Services, Social Work or related area.

Experience: Three (3) years of related experience in Human Services, Social Work or related area.

Or

Associates Degree in Humane Services, Social Work or related area, and

A minimum of 3 years of experience as an employee of a Veterans service office with knowledge of claims processing and support activity in lieu of bachelor's degree.

Military Veteran

Other:

Must be able to obtain / maintain NAVSCO/MACVC accreditation.

The qualifications listed above are intended to represent the preferred skills and experience levels associated with performing the duties and responsibilities contained in this job description. The qualifications should not be viewed as expressing absolute employment or promotional standards, but as general guidelines that should be considered along with other job-related selection or promotional criteria.

PHYSICAL ABILITIES: (This position requires but is not limited to the ability to perform the following requirements. Reasonable accommodations will be made for otherwise qualified applicants unable to fulfill one or more of these requirements):

- Walking over uneven terrain
- Climbing of stairs
- Bending, stooping and kneeling
- Ability to enter and access information from computers and electronic equipment
- Ability to operate a motor vehicle
- Ability to lift and carry items up to 30 lbs.
- Ability to file and retrieve documents and equipment

Working Conditions: Works in office and locations outside of office.



Cheboygan County

Board of Commissioners' Meeting

April 12, 2016

Title: AIA Agreement for Wolverine Senior Center roof replacement.

Summary: The County issued sealed bid request for insulation and roof replacement at the Wolverine Senior Center located at 6554 Wolverine Road, Wolverine MI. The County received four proposals: The low bid was received by DH Services in the amount of \$29,266.00. The architect is in the process of verifying insurance and work experience for this contractor. The second low bid was Kujawa Construction in the amount of \$29,300.00. The AIA agreement will be provided with a final recommendation at the meeting based on project experience.

Financial Impact:

Recommendation: Approve AIA Document A 105-2007 Standard Form Agreement in the amount of \$ with and authorize the Chairperson to sign.

Prepared by: Jeffery B. Lawson

Department: Administration



Cheboygan County Board of Commissioners' Meeting

April 12, 2016

Title: Fairgrounds Event agreement for National Barrel Horse Association MI 02

Summary: The National Barrel Horse Association MI 02 would like to use the Fairgrounds to host a Horse barrel racing Show. They would like to use the horse barn, horse arenas, announcer's booth and camping area on June 3rd, 4th and 5th to hold their event.

Financial Impact: The National Barrel Horse Association MI 02 are a nonprofit organization and are considered County Adult Nonprofit in our Fairgrounds Policy, therefore they will not be charged for the use of the Fairgrounds.

Recommendation: Approve event agreement as presented and authorize Chair to sign.

Prepared by: Tim Mason

Department: Maintenance Department

FAIRGROUND EVENT AGREEMENT

THIS AGREEMENT is entered into by the parties to be effective on June 4, 2016, between Cheboygan County, a Michigan political subdivision, whose address is 870 South Main Street, Cheboygan, Michigan 49721 ("County") and NBHA MI 02 - Tim Droptiny, District Director, whose address is 5154 Elevator Rd, Pinconning, MI 48650 (Event Holder).

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

1. DESCRIPTION

The County hereby agrees to allow Event Holder to use the Cheboygan County Fairgrounds, including the following buildings and areas: horse arenas, announcer booth, barns & camping area (the "Property") for the following period: June 3rd @ 5 pm to June 5th @ 8 pm (the "Event Period").

2. POSSESSION AND USE OF PROPERTY

Event Holder may only use the Property during the Event Period for the following purpose(s): June 3rd is show setup & Barrel Racing on June 4th & 5th

3. FEE AND DEPOSIT

The Event Holder shall pay to the County a fee of (\$ 100.00) for the use of the Property no less than four (4) weeks prior to the date of the Event Period. Provided, however, at the time this Agreement is signed the Event Holder shall pay to the County a non-refundable deposit equal to 25% of the fee specified herein, or \$100.00, whichever is greater. The Event Holder shall be given a credit toward the payment of the fee specified herein in the amount of the deposit paid.

4. ASSIGNMENT

This Agreement may not be assigned, in whole or in part, by the Event Holder.

5. REPAIR AND MAINTENANCE

Event Holder shall leave the Property in the same condition as the date that the Event is held.

6. IMPROVEMENTS

Event Holder shall not make any improvements to the Property unless it is approved in advance by the County Administrator in writing. The decision whether or not to authorize any improvements shall be by the County Administrator in the exercise of his or her absolute discretion. If any improvements are authorized by the County Administrator, the improvements shall be done at the expense of the Event Holder and under such conditions as shall be set by the County Administrator.

7. FAIRGROUNDS USAGE & FEES POLICY

The Event Holder hereby agrees to fully comply with the terms and conditions of the Cheboygan County Fairgrounds Usage & Fees Policy, attached hereto and incorporated herein by reference.

8. INSURANCE

No less than eight (8) weeks before the Event Period begins the Event Holder shall provide to the County a certificate of insurance coverage meeting the requirements of the Cheboygan County Fairgrounds Usage & Fees Policy. Notwithstanding the requirements of the Cheboygan County Fairgrounds Usage & Fees Policy, the County Administrator, in consultation with the County's insurance provider, shall have the authority to require additional insurance coverage or higher liability limits based on the specific event to be held. Any such additional coverage or higher liability limits shall be specified in writing, signed by both parties, and attached to this Agreement.

9. INDEMNIFICATION

The Event Holder shall indemnify and hold harmless the County, the Cheboygan County Fair, and their officers, agents, employees, volunteers, insurance companies, successors, and assigns for any claims made or damages in any way arising from Event Holder's use of the Property, violation of this Agreement, or violation of the Cheboygan County Fairgrounds Usage & Fees Policy, including the costs of any litigation or other legal proceeding and reasonable attorneys fees. This provision shall apply to any claims by the Event Holder, its agents or any third party.

10. MISCELLANEOUS

- a. The Property shall not be used for any unlawful purpose.
- b. The Event Holder shall abide by all state and local laws in respect to the operation of the activities authorized in Paragraph 2 above on the Property and in respect to the manner in which it uses the Property.
- c. The Event Holder acknowledges that it has examined the Property prior to the execution of this Agreement, or has had an opportunity to do so, and that it knows the condition thereof. The Event Holder acknowledges that all representations as

to the condition of the Property or the state of repairs thereof have been made by the County or its agent. Any representations regarding the Property are only set forth in this Agreement and the Cheboygan County Fairgrounds Usage & Fees Policy. The Event Holder specifically accepts the Property in its present condition at the date of the execution of this Agreement and accepts the Property as being suitable for the activities authorized in Paragraph 2 above.

- d. This Agreement has been approved in advance by the Event Holder, and the Event Holder has or has had the opportunity to review this Agreement with legal counsel. If the Event Holder is a corporation, limited liability company, or other legal entity, its execution of this Agreement has been approved in advance in accord with its bylaws or organizational documents, and the party executing on behalf of the Event Holder has the legal authority to do so and to bind the Event Holder.
- e. If any provisions of this Agreement shall be declared invalid or unenforceable, the remainder of the Agreement shall continue in full force or effect.
- f. This Agreement contains the entire agreement between the parties and any subsequent agreement made hereafter shall be ineffective to change, modify or discharge this Agreement, either in whole or in part, unless such an agreement is in writing and signed by the party against whom enforcement of the change, modification or discharge is sought.

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

CHEBOYGAN COUNTY

By: _____

Its: Chairperson of the Cheboygan
County Board of Commissions

EVENT HOLDER:



Tim Droptiny, M102 District Director
PH 989-313-1629