



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

January 10, 2017

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. Fair Contract – Broken Horn Rodeo .
 - D. Minutes:
 1. Finance/Business Meeting 12/13/2016 & Organizational Meeting 1/3/17
 2. Planning Commission Meeting – 12/7/16
 3. NEMCSA – 12/2/2016
 4. City Council Meetings - 11/15/16, 11/22/2016 & 12/13/2016
 5. Health Board Meeting - 11/10/2016
 6. County Road Commission – 12/1/16 & 12/15/16
6. **Brief Citizens Comments – (3 minutes per person)**
7. **Scheduled Visitors**
8. **Finance Director's Report**
9. **Administrator's Report**
10. **Committee Reports**
11. **Old Business**
 - A. 2017 Committee Appointments – Board of Commissioners
12. **New Business**
 - A. Ambulance Millage Agreement – Cheboygan Life Support Services
 - B. District Health Department #4 - Reid Lease Agreement
 - C. 2017 MSU-E Service Agreement
 - D. Cheboygan County Remonumentation
 1. 2017 Surveyor Agreements
 2. 2017 Peer Group Agreements
 3. 2017 Administrative Staff Agreement
 - E. Salary & Wage Resolution 16-021 – Amendment #1 - SRR
13. **Citizens Comments**
14. **Board Member Comments**
15. **CLOSED SESSION – Pursuant to MCL 15.268 (d) Consider the purchase or lease of property**
16. **Adjourn to the Call of the Chair**

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

All bills received during
December 2016
that were greater than \$25,000
were included on the prepaid
check writing list.

CHEBOYGAN COUNTY PREPAIDS REPORT JANUARY 2017

CHECK REGISTERS

BANK 1 TRUST & AGENCY
BANK 2 GENERAL
BANK 3 TAX PAYMENT/FORECLOSURE FUND
BANK 5 COUNTY ROAD
BANK 9 INMATE TRUST FUND

BANK 2:

GENERAL EXPENDITURES:	\$	1,028,948.84
MINUS DECEMBER FINANCE	\$	250,000.00
TOTAL PREPAIDS	\$	778,948.84

CHECK #168890 DATED 12/13/16 WAS AN APPROVED FINANCE CLAIM FOR DECEMBER.

PREPARED BY: DAWN WREGGLESWORTH

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
Bank 1 TRUST & AGENCY						
12/01/2016	1	61599	AFSCME	MICHIGAN COUNCIL #25 AFSCME	PR EMP UNION DUES DEC 2016	1,289.90
12/01/2016	1	61600	CITI	CITI STREET	PR CHEB CTY PC JUDGE RETIREMENT PE 11/26	355.25
12/01/2016	1	61601	DEP UNION	DEPUTY SHERIFFS' ASSOCIATION	PR DEPUTY SHERIFF UNION DUES DEC 2016	168.00
12/01/2016	1	61602	GELC	GOVERNMENTAL EMPLOYEES	PR SHERIFF DEPT UNION DUES DEC 2016	591.40
12/01/2016	1	61603	MISDU	MISDU	PR 913068876 2009007526 G. STANKEWITZ PE	35.17
12/01/2016	1	61604	POLC	POLICE OFFICERS LABOR COUNCIL	PR SHERIFF DEPT UNION DUES DEC 2016	804.00
12/01/2016	1	61605	SLG	SHERMETA LAW GROUP	PR TINA M GONSER JEWELL #15-5314-GC	75.00
12/01/2016	1	61606	UN WAY	CHEBOYGAN COUNTY UNITED WAY	PR EMPLOYEE DEDUCTIONS PE 11/26	12.00
12/01/2016	1	61607	VANTAGE	VANTAGEPOINT TRANS AGENTS-457	PR #305959-457 DEFERRED COMP PE 11/26	287.92
12/02/2016	1	61608	ESCHEATS	ALEXIS VALLANCE	TR REPLACE CHECK #9437 DATED 8/14/15	13.00
12/02/2016	1	61609	ESCHEATS	COURTNEY VALLANCE	TR REPLACE CHECK #9438 DATED 8/14/15	4.50
12/02/2016	1	61610	SOM-EDTAX	STATE OF MICHIGAN	TR CURRENT TAX COLLECTED DUE STATE	55,613.27
12/02/2016	1	61611	TREAS	CHEBOYGAN COUNTY TREASURER	TR CURRENT TAX COLLECTED BY COUNTY	52,453.78
12/05/2016	1	61612	BOND-CLERK	JACQUELINE ALDRICH	CR BOND #16/5270-FH PEO VS KAITLYN ALDRI	180.00
12/05/2016	1	61613	BOND-CLERK	JESSICA ALFORD	CR BOND #16-5264-FH PEO VS JACK PARINELL	450.00
12/05/2016	1	61614	CLERK	CHEBOYGAN COUNTY CLERK	CR BOND #16-5270-FH PEO VS KAITLYN ALDRI	20.00
12/05/2016	1	61615	CLERK	CHEBOYGAN COUNTY CLERK	CR BOND #16-5264-FH PEO VS JACK PARINELL	50.00
12/05/2016	1	61616	REF-CODE	WERNER PLUMBING & HEATING	CD REFUND PERMIT NOT ISSUED/DUROCHER	150.00
12/05/2016	1	61617	REST-PA	STEVE & DESIREE GLENISTER	PA REST #16-0941-FY KENNETH PALMER	1,447.24
12/07/2016	1	61618	HILE L	LAURA ANN HILES TRUST	PC REST #1001374 TRAVIS WAYNE WAYBRANT	100.00
12/07/2016	1	61619	REF-TREA	FOREST TWP TREASURER	TR REFUND OVERPAYMENT	536.26
12/07/2016	1	61620	WALMART	WALMART	PC REST #15008496 ALYSSA LOY	100.00
12/07/2016	1	61621	ANTK J	JOSEPH ANTKOVIK	CC REST #02-2546-FH DAVID SOVA	33.33
12/07/2016	1	61622	AO INS	AUTO OWNERS INSURANCE AGENCY	CC REST #14-4915-FH JASON NOBLE	40.00
12/07/2016	1	61623	AO INS	AUTO OWNERS INSURANCE AGENCY	CC REST #14-4936-FH ANGELA KIMBLER	100.00
12/07/2016	1	61624	AO INS	AUTO OWNERS INSURANCE AGENCY	CC REST #14-4916-FH GARRETT CHILDERS	22.50
12/07/2016	1	61625	BANN J	JOHN BANNATYNE	CC REST #01-2485-FH DAVID BOSEL	10.00
12/07/2016	1	61626	BORG W	WILLIAM BORGERDING	CC REST #02-2546-FH DAVID SOVA	33.33
12/07/2016	1	61627	BRAZ M	MELISSA BRAZIER	CC REST #06-3407-FH CYNTHIA COGSWELL	25.00
12/07/2016	1	61628	BRISTOL	BRISTOL WEST INSURANCE	CC REST #07-3625-FH THOMAS MACE	50.00
12/07/2016	1	61629	BRYA W	WILLIAM BRYAN	CC REST #03-2843-FH KURT DELPH JR.	25.00
12/07/2016	1	61630	CINCI	CINCINNATI INSURANCE CO	CC REST #04-2874-FH BRENT STEMPLY	50.00
12/07/2016	1	61631	COB-REST	CAPITAL ONE BANK	CC REST #13-4745-FC JEFFREY MILLAY	257.51
12/07/2016	1	61632	CONS J	JENNITH CONSTANTINE-PALMER	CC REST #15-5004-FC RUSSELL VANDERHILL	18.18
12/07/2016	1	61633	DRIE J	JOYCE DRIER	CC REST #02-2546-FH DAVID SOVA	33.33
12/07/2016	1	61634	DYKS B	BRITTANY MARSHALL	CC REST #11-4339-FH STEVEN MCELHINEY	5.00
12/07/2016	1	61635	EICH R	ROGER OR CAROL EICHMAN	CC REST #14-4968-FH ANDREW KOHLBECK	500.00
12/07/2016	1	61636	ELEN V	VERNA ELENBAAS	CC REST #02-2546-FH DAVID SOVA	33.33
12/07/2016	1	61637	ELLI J	JANETTE ELLIOTT	CC REST #02-2546-FH DAVID SOVA	33.33
12/07/2016	1	61638	FB INS	FARM BUREAU INSURANCE	CC REST #06-3503-FH ANTHONY BODA	25.00
12/07/2016	1	61639	FIND H	HEATHER FINDLAY	CC REST #15-5004-FC RUSSELL VANDERHILL	18.18
12/07/2016	1	61640	FIRSTMERIT	FIRST MERIT BANK	CC REST #10-4216-FH JEFFREY MILLAY	300.00
12/07/2016	1	61641	GARS M	MR. OR MRS. MICHAEL GARST	CC REST #15-5125-FH JOHN GARST	60.00
12/07/2016	1	61642	HANOVER	THE HANOVER INSURANCE GROUP	CC REST #03-2854-FH JUDY SOUTHWELL	100.00
12/07/2016	1	61643	HEAT G	GERALD HEATH	CC REST #09-4106-FH SONYA WAGNER	200.00
12/07/2016	1	61644	JOHN JA	E JAMES JOHNSON	CC REST #02-2546-FH DAVID SOVA	33.33
12/07/2016	1	61645	JONE P	PATRICIA JONES	CC REST #09-3952-FH WALTER JONES	200.00
12/07/2016	1	61646	JONES	JIM WERNIG INC	CC REST #91-0683-FH HARRINGTON #91-0687-	80.00
12/07/2016	1	61647	KEEL L	LARRY OR LEONA KEELAN	CC REST #05-3123-FH ROGER ORMSBEE	12.50
12/07/2016	1	61648	KING P	PATRICIA KING	CC REST #15-5036-FH DENNIS BLOCK	150.00
12/07/2016	1	61649	LAHA R	ROGER LAHAIE	CC REST #02-2546-FH DAVID SOVA	33.38
12/07/2016	1	61650	LATITUDE	LATITUDE SUBROGATION SERVICES	CC REST #10-4125-FC TONJA WILLIAMS	15.00
12/07/2016	1	61651	LATITUDE	LATITUDE SUBROGATION SERVICES	CC REST #10-4113-FC BEAU STEWARD	75.00
12/07/2016	1	61652	LATITUDE	LATITUDE SUBROGATION SERVICES	CC REST #04-2958-FH JASON NOBLE	25.00
12/07/2016	1	61653	LEIG E	ENZO LEIGHIO	CC REST #11-4339-FH STEVEN MCELHINEY	5.00
12/07/2016	1	61654	MARSHALL R	RICHARD MARSHALL	CC REST #99-2141-FH CHASITY COMPTON	5.00
12/07/2016	1	61655	MCKE K	KENNETH MCKERVEY	CC REST #02-2546-FH DAVID SOVA	33.33

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
12/07/2016	1	61656	MINI T	MR & MRS THOMAS MINICK	CC REST #13-4676-FH BRENTON DENNERT-MICH	7.50
12/07/2016	1	61657	MOOD N	NATALIE MOODY-BROWN	CC REST #05-3300-FH JOSHUA ROMINE	100.00
12/07/2016	1	61658	NEMOA	NORTHEAST MICH OSTEOPATHIC ASSOC	CC REST #08-3779-FH VICKY JOHNSON	250.00
12/07/2016	1	61659	OCDHHS	OSCODA COUNTY DHHS	CC REST #15-5158-FH SANDRA MILLBOCKER	12.50
12/07/2016	1	61660	OCDHHS	OSCODA COUNTY DHHS	CC REST #16-5212-FH TIFFANY RILEY	5.00
12/07/2016	1	61661	PARKSIDE	PARKSIDE INN	CC REST #11-4339-FH STEVEN MCELHINEY	5.00
12/07/2016	1	61662	PIER K	KIMMY PIERSON	CC REST #15-5032-FH KATHLEEN STARKEY	40.00
12/07/2016	1	61663	RACI D	DENNIS OR CONNIE RACINE	CC REST #04-3023-FH THERESA KELLEY	100.00
12/07/2016	1	61664	ROBE C	FLORENCE ROBERTS	CC REST #02-2546-FH DAVID SOVA	33.33
12/07/2016	1	61665	ROCH C	CLARENCE ROCHELEAU	CC REST #98-1808-FH JASON DUNSTER	37.50
12/07/2016	1	61666	SAFCU	STRAITS AREA FEDERAL CREDIT UNION	CC REST #13-4719-FH JESSICA FEIN	10.00
12/07/2016	1	61667	SANE	STRAITS AREA NARCOTICS ENF	CC REST #16-5248-FH STEVEN ROUGHTON	100.00
12/07/2016	1	61668	SANE	STRAITS AREA NARCOTICS ENF	CC REST #16-5188-FH SHANE MCDONALD	100.00
12/07/2016	1	61669	SANE	STRAITS AREA NARCOTICS ENF	CC REST #10-4718-FH JAMIE HUNT	20.00
12/07/2016	1	61670	SANE	STRAITS AREA NARCOTICS ENF	CC REST #16-5238-FH JOANNE GILMAN	5.50
12/07/2016	1	61671	SANE	STRAITS AREA NARCOTICS ENF	CC REST #16-5227-FH BETH COLE	50.00
12/07/2016	1	61672	SANE	STRAITS AREA NARCOTICS ENF	CC REST #15-5174-FC JOHN BICKMANN JR.	25.00
12/07/2016	1	61673	SCH S	SHARON SCHALOW	CC REST #02-2546-FH DAVID SOVA	33.33
12/07/2016	1	61674	SF INS	STATE FARM INSURANCE	CC REST #14-4935-FC JAMES TURNER	600.00
12/07/2016	1	61675	SHAF E	EDWARD OR JANICE SHAFFER	CC REST #05-3123-FH ROGER ORMSBEE	12.50
12/07/2016	1	61676	SLOC M	MARGO SLOCUM	CC REST #15-5004-FC RUSSELL VANDERHILL	18.18
12/07/2016	1	61677	SMIT C	CHARLES SMITH JR	CC REST #02-2546-FH DAVID SOVA	33.33
12/07/2016	1	61678	SOVA G	GERALD SOVA OR SALLY VANHOORNE	CC REST #15-5004-FC RUSSELL VANDERHILL	18.18
12/07/2016	1	61679	REBECCA	REBECCA SOVA	CC REST #15-5004-FC RUSSELL VANDERHILL	18.26
12/07/2016	1	61680	SPRA R	ROBERT SPRAY	CC REST #02-2546-FH DAVID SOVA	33.33
12/07/2016	1	61681	STEMPKY C	CHRISTY STEMPKY	CC REST #15-5004-FC RUSSELL VANDERHILL	18.18
12/07/2016	1	61682	SUNRISE	SUNRISE BEACH MOTEL	CC REST #11-4339-FH STEVEN MCELHINEY	5.00
12/07/2016	1	61683	SUPERIOR	SUPERIOR VENDING	CC REST #11-4339-FH STEVEN MCELHINEY	5.00
12/07/2016	1	61684	SZYM E	ELIZABETH SZYMONIAK	CC REST #15-5004-FC RUSSELL VANDERHILL	18.18
12/07/2016	1	61685	TERR E	ECTON TERREBONNE	CC REST #06-3534-FC ROBERT POPE	50.00
12/07/2016	1	61686	TUCK G	GARY TUCKER	CC REST #15-5020-FH MASON LIETAERT	50.00
12/07/2016	1	61687	VANH J	JEFFREY VANHOORNE	CC REST #02-2546-FH DAVID SOVA	33.33
12/07/2016	1	61688	WEIR V	VERONICA WEIR	CC REST #15-5004-FC RUSSELL VANDERHILL	18.18
12/07/2016	1	61689	WENG R	ROBERT WENGER	CC REST #02-2546-FH DAVID SOVA	33.33
12/07/2016	1	61690	WILS J	JAMES WILSON	CC REST #01-2488-FH LAWRENCE BYARD	500.00
12/07/2016	1	61691	WILSON J	JOHN WILSON	CC REST #15-5004-FC RUSSELL VANDERHILL	18.18
12/07/2016	1	61692	ZALE P	PAUL ZALEWSKI JR	CC REST #06-3451-FH ANTHONY BODA	25.00
12/12/2016	1	61693	CLERK	CHEBOYGAN COUNTY CLERK	CC BOND #16-5240-FH PEO VS JOSEPH TILTON	500.00
12/12/2016	1	61694	EMC INS	EMC INSURANCE COMPANIES	PC REST #15008481 AUSTIN MICHAEL MOORE	100.00
12/12/2016	1	61695	REF-CLERK	ERIC KAISER	CR REFUND FILING FEE	255.00 V
12/12/2016	1	61696	WALMART	WALMART	PC REST #16008602 SHEALYN LEE JAMES	20.00 V
12/12/2016	1	61697	REF-CLERK	ERIC KAISER	CR REFUND FILING FEE	255.00
12/12/2016	1	61698	WALMART	WALMART	PC REST #16008602 SHEALYN LEE JAMES	20.00
12/12/2016	1	61699	BCBSOM	BLUE CROSS BLUE SHIELD OF MICH	PR HEALTH INS 007016244 0001 JAN 2017	6,420.91
12/12/2016	1	61700	BCBSOM	BLUE CROSS BLUE SHIELD OF MICH	PR HEALTH INS 007016244 0011 JAN 2017	1,427.11
12/12/2016	1	61701	BCBSOM	BLUE CROSS BLUE SHIELD OF MICH	PR HEALTH INS 007016244 0013 JAN 2017	414.16
12/12/2016	1	61702	BCBSOM	BLUE CROSS BLUE SHIELD OF MICH	PR HEALTH INS 007016244 0012 JAN 2017	429.88
12/12/2016	1	61703	BOND-TREA	26TH CIRCUIT COURT	TR BOND JONATHAN MATTHEW CARNEY	200.00
12/12/2016	1	61704	REF-TREA	THOMAS HART	TR REFUND OVERPAYMENT 182-026-400-003-00	37.69
12/15/2016	1	61705	BCNM	BLUE CARE NETWORK OF MICHIGAN	PR HEALTH INS 00188643 C001 JAN 2017	343.26
12/15/2016	1	61706	CITI	CITI STREET	PR CHEB CTY PC JUDGE RETIREMENT PE 12/10	355.25
12/15/2016	1	61707	CLERK	CHEBOYGAN COUNTY CLERK	CR PSP #16-5278-FH TERESA CONNORS	100.00
12/15/2016	1	61708	CLERK	CHEBOYGAN COUNTY CLERK	CR PSP #16-5277-FH KEN GODLEY	1,000.00
12/15/2016	1	61709	MISDU	MISDU	PR 913068876 2009007526 G. STANKEWITZ PE	35.17
12/15/2016	1	61710	SLG	SHERMETA LAW GROUP	PR TINA M GONSER JEWELL #15-5314-GC PE 1	75.00
12/15/2016	1	61711	UN WAY	CHEBOYGAN COUNTY UNITED WAY	PR EMPLOYEE DEDUCTIONS PE 12/10	12.00
12/15/2016	1	61712	VANTAGE	VANTAGEPOINT TRANS AGENTS-457	PR #30595-457 DEFERRED COMP PE 12/10	287.92
12/16/2016	1	61713	CLERK	CHEBOYGAN COUNTY CLERK	CR BOND #16-5278-FH PEO VS T. CONNORS	500.00
12/16/2016	1	61714	CLERK	CHEBOYGAN COUNTY CLERK	CR BOND #16-5277-FH PEO VS K GODLY	20.00
12/16/2016	1	61715	CLERK	CHEBOYGAN COUNTY CLERK	CR BOND #16-5277-FH PEO VS K. GODLEY	180.00

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
12/19/2016	1	61716	BCNM	BLUE CARE NETWORK OF MICHIGAN	PR HEALTH INS 00188643 JAN 2017	90,640.28
12/19/2016	1	61717	BOND-TREA	90TH DISTRICT COURT	TR BOND ALICE WINSLOW	425.00
12/20/2016	1	61718	EMC INS	EMC INSURANCE COMPANIES	PC REST #15008482 CHAYTON DENNIS	50.00
12/20/2016	1	61719	MSP	MICHIGAN STATE POLICE	CR CONCEALED PISTOL LICENSES	2,275.00
12/20/2016	1	61720	WALMART	WALMART	PC REST #16008566 CARL SCHAEFER VI	29.88
12/20/2016	1	61721	WALMART	WALMART	PC REST #15008493 DALE BETLEM JR	5.00
12/27/2016	1	61722	DEARBORN	DEARBORN NATIONAL INSURANCE	PR LTD INSURANCE/LIFE INS. JAN 2017 0125	2,606.07
12/27/2016	1	61723	REF-CODE	M&M PLUMBING, HEATING & COOLING	CD PARTIAL REFUND JOB CANCELLED JAMES PU	55.00
12/28/2016	1	61724	ALOHA	ALOHA TOWNSHIP	TR SWAMP TAX DUE TOWNSHIP	6,907.97
12/28/2016	1	61725	BEAUGRAND	BEAUGRAND TOWNSHIP	TR SWAMP TAX DUE TOWNSHIP	6,887.92
12/28/2016	1	61726	BENTON	BENTON TOWNSHIP	TR SWAMP TAX DUE TOWNSHIP	17,471.94
12/28/2016	1	61727	BURT TWP	BURT TOWNSHIP	TR SWAMP TAX DUE TOWNSHIP	3,518.52
12/28/2016	1	61728	ELLIS	ELLIS TOWNSHIP	TR SWAMP TAX DUE TOWNSHIP	13,996.08
12/28/2016	1	61729	FOREST	FOREST TOWNSHIP	TR SWAMP TAX DUE TOWNSHIP	43,931.17
12/28/2016	1	61730	GRANT	GRANT TOWNSHIP	TR SWAMP TAX DUE TOWNSHIP	29,280.57
12/28/2016	1	61731	HEBRON	HEBRON TOWNSHIP	TR SWAMP TAX DUE TOWNSHIP	16,945.97
12/28/2016	1	61732	INVERNESS	INVERNESS TOWNSHIP	TR SWAMP TAX DUE TOWNSHIP	893.53
12/28/2016	1	61733	KOEHLER	KOEHLER TOWNSHIP	TR SWAMP TAX DUE TOWNSHIP	21,116.74
12/28/2016	1	61734	MACKINAW	MACKINAW TOWNSHIP	TR SWAMP TAX DUE TOWNSHIP	5,851.07
12/28/2016	1	61735	MENTOR	MENTOR TOWNSHIP	TR SWAMP TAX DUE TOWNSHIP	24,145.45
12/28/2016	1	61736	MULLETT	MULLETT TOWNSHIP	TR SWAMP TAX DUE TOWNSHIP	3,688.18
12/28/2016	1	61737	MUNRO	MUNRO TOWNSHIP	TR SWAMP TAX DUE TOWNSHIP	1,899.36
12/28/2016	1	61738	NUNDA	NUNDA TOWNSHIP	TR SWAMP TAX DUE TOWNSHIP	47,794.63
12/28/2016	1	61739	TREAS	CHEBOYGAN COUNTY TREASURER	TR SWAMP TAX DUE COUNTY	350,215.71
12/28/2016	1	61740	TUSCARORA	TUSCARORA TOWNSHIP	TR SWAMP TAX DUE TOWNSHIP	6,455.44
12/28/2016	1	61741	WALKER	WALKER TOWNSHIP	TR SWAMP TAX DUE TOWNSHIP	25,848.24
12/28/2016	1	61742	WAVERLY	WAVERLY TOWNSHIP	TR SWAMP TAX DUE TOWNSHIP	42,491.55
12/28/2016	1	61743	WILMOT	WILMOT TOWNSHIP	TR SWAMP TAX DUE TOWNSHIP	31,091.37
12/29/2016	1	61744	CITI	CITI STREET	PR CHEB CTY PC JUDGE RETIREMENT PE 12/24	355.19
12/29/2016	1	61745	FB INS	FARM BUREAU SUBROGATION	PC #9004447 KURK WILLIAM ST AMOUR	20.00
12/29/2016	1	61746	MISDU	MISDU	PR 913068876 2009007526 G. STANKEWITZ PE	35.17
12/29/2016	1	61747	SF INS	STATE FARM INSURANCE	PC #4002376 CLYDE EDWRD HOPKINSON	151.09
12/29/2016	1	61748	SLG	SHERMETA LAW GROUP	PR TINA M GONSER JEWELL #15-5314-GC PE 1	75.00
12/29/2016	1	61749	SOM-EDTAX	STATE OF MICHIGAN	TR CURRENT TAX COLLECTED BY COUNTY	155,193.52
12/29/2016	1	61750	SOM-EDTAX	STATE OF MICHIGAN	TR CURRENT TAX COLLECTED BY COUNTY	458.00
12/29/2016	1	61751	UN WAY	CHEBOYGAN COUNTY UNITED WAY	PR EMP DEDUCTION PE 12/24	12.00
12/29/2016	1	61752	VANTAGE	VANTAGEPOINT TRANS AGENTS-457	PR 60595-457 DEFERRED COMP PE 12/24	287.92
12/29/2016	1	61753	CCP	CHEBOYGAN CITY POLICE	DC OUIL ASSESSMENT DEC 2016	104.00
12/29/2016	1	61754	CHEB	CITY OF CHEBOYGAN	DC ORDINANCE FEE DEC 2016	290.01
12/29/2016	1	61755	MDT-TRTAX	MICHIGAN DEPT OF TREASURY	RD REAL ESTATE TAX TRANSFER DEC 2016	77,265.00
12/29/2016	1	61756	REF-CODE	K&L PLUMBING & HEATING	CD REUND JOB CANCELLED - CAMP WALDEN	875.00
12/29/2016	1	61757	REF-DC	CHAD ANDERSON	DC REFUND OVERPAYMENT #16-0331-SM	5.00
12/29/2016	1	61758	REF-DC	MAGNUM FINANCE	DC REFUND	75.00
12/29/2016	1	61759	SHERIFF	CHEBOYGAN COUNTY SHERIFF DEPT	DC OUIL ASSESSMENT DEC 2016	250.00
12/29/2016	1	61760	SOM-CC	STATE OF MICHIGAN	CR 53RD CIRCUIT COURT FILING FEES DEC 20	3,124.94
12/29/2016	1	61761	SOM-DC	STATE OF MICHIGAN	DC 89TH DISTRICT COURT FILING FEES DEC 2	13,053.88
12/29/2016	1	61762	SOM-NETF	STATE OF MICHIGAN	CR NOTARY EDUCATION & TRAINING FUND DEC	2.00
12/29/2016	1	61763	SOM-PC	STATE OF MICHIGAN	PC PROBATE COURT FILING FEES DEC 2016	695.31
12/29/2016	1	61764	SOM-PC	STATE OF MICHIGAN	PC CIRCUIT COURT FILING FEES DEC 2016	863.12
12/29/2016	1	61765	SOM-SURV	STATE OF MICHIGAN	RD REMONUMENTATION OCT-DEC 2016	6,008.50
12/29/2016	1	61766	TTP	TUSCARORA TOWNSHIP POLICE	DC OUIL ASSESSMENT DEC 2016	150.00
12/29/2016	1	61767	VOM	VILLAGE OF MACKINAW	DC ORDINANCE FEE DEC 2016	200.66

1 TOTALS:
 Total of 169 Checks: 1,188,876.37
 Less 2 Void Checks: 275.00
 Total of 167 Disbursements: 1,188,601.37

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
Bank 2 GENERAL FUND						
12/01/2016	2	168735	AIRPORT	CHEBOYGAN AIRPORT AUTHORITY	SRR LEASE AGREEMENT DEC 2016	1,500.00
12/01/2016	2	168736	CHARTER	CHARTER COMMUNICATIONS	CCM PHONE SERVICE 5245122670084508 11/29	149.94
12/01/2016	2	168737	DANI K	KAREN DANIEL	DHS BOARD MTG 11/30/16	48.64
12/01/2016	2	168738	NSB	NORTHERN STAR BROADCASTING	SRR LEASE AGREEMENT DEC 2016	300.00
12/01/2016	2	168739	POSTMASTER	POSTMASTER - CHEBOYGAN	EQ 2016 WINTER TAX NOTICES NO INSERTS CI	1,966.49
12/01/2016	2	168740	PUB DEF 3	RONALD VARGA OR WILLIAM KEOGH	FN PUBLIC DEFENDER CONTRACT DEC 2016	11,709.58
12/01/2016	2	168741	RAMSAY	DONALD RAMSAY DO	PR MEDICAL EXAMINER WAGES DEC 2016	735.44
12/01/2016	2	168742	SCHW J	JEAN SCHWIND	DHS BOARD MTG 11/30	50.80
12/01/2016	2	168743	TREAS	CHEBOYGAN COUNTY TREASURER	PR EMPLOYEE FRINGE & DEDUCTIONS PE 11/26	219,904.46
12/01/2016	2	168744	WASH	WASH MULTIFAMILY LAUNDRY SYSTEMS	CCM EQUIP RENTAL 40% OF 2016 PROFIT	60.20
12/02/2016	2	168745	ACKE	CHRISTOPHER ACKERMAN	PC SA INDEPENDENT CONTRACT DEC 2016	1,000.00
12/02/2016	2	168746	BEEET W	WILLIAM BEETHEM	VA VSRF REVIEW APPLICATION T. WILSON	40.00
12/02/2016	2	168747	BROW C	CHARLES BROWN	PC SA FDTA 3RD SESSION BILLING	1,550.00
12/02/2016	2	168748	JARO M	MICHAEL JAROCHE	VA VSRF REVIEW APPLICATION T. WILSON	40.00
12/02/2016	2	168749	UPS	UNITED PARCEL SERVICE	FN UPS CHARGES 10/23/16-11/26/16	3.52
12/05/2016	2	168750	BHI	BARTLETTS HOME INTERIORS	DHHS CARPET INSTALLATION	18,522.70
12/05/2016	2	168751	CLSSI	CHEBOYGAN LIFE SUPPORT SYSTEM	TR AMBULANCE MILLAGE	23,629.62
12/05/2016	2	168752	DEAN	NANCY B DEAN	PC ATTORNEY CONTRACT DEC 2016	1,375.00
12/05/2016	2	168753	EMMET CTY	EMMET COUNTY	TR AMBULANCE MILLAGE	1,908.75
12/05/2016	2	168754	FERN FORD	FERNELIUS FORD LINCOLN	CD OIL CHANGE	30.79
					CD REPAIR TRANSMISSION LEAK	887.50
						<u>918.29</u>
12/05/2016	2	168755	HANSEL	DONNA HANSEL	PC ATTORNEY CONTRACT DEC 2016	1,375.00
12/05/2016	2	168756	KEOGH	WILLIAM L KEOGH PC	PC ATTORNEY CONTRACT DEC 2016	1,375.00
12/05/2016	2	168757	MACARTHUR	TIMOTHY MACARTHUR	PC ATTORNEY CONTRACT DEC 2016	1,375.00
12/05/2016	2	168758	OAA	ONAWAY AREA AMBULANCE	TR AMBULANCE MILLAGE	1,103.03
12/05/2016	2	168759	SENIOR CIT	CHEBOYGAN COUNTY COUNCIL	TR SENIOR CITIZEN MILLAGE REQUEST	42,581.25
12/05/2016	2	168760	SHELDON	JENNIFER SHELDON	PC ATTORNEY CONTRACT DEC 2016	1,375.00
12/05/2016	2	168761	TREAS	CHEBOYGAN COUNTY TREASURER	TR COST ALLOCATION FOR AMBULANCE/SENIOR	10,774.00
12/05/2016	2	168762	WASC	WAWATAM AREA SENIOR CITIZENS INC	TR SENIOR MILLAGE REQUEST	4,142.00
12/06/2016	2	168763	AT&T/SBC	AT&T	FN GAS PUMP MODEM 10/29-11/28	35.27
12/06/2016	2	168764	DEKETO	DEKETO LLC	CR LICENSE ENHANCEMENT AGREEMENT	988.00
12/06/2016	2	168765	GRANGER	GRANGER & ASSOCIATES INC	CR REMON ADMIN SEP-DEC JOB C1619-43	1,300.00
12/06/2016	2	168766	GRANGER	GRANGER & ASSOCIATES INC	CR REMON LCRC 10 CORNERS @ \$28 EACH	280.00
12/06/2016	2	168767	SOM	STATE OF MICHIGAN	CD MASTER ELECTRICIAN LICENSE STEVEN SAC	50.00
12/06/2016	2	168768	TARGET	TARGET	CR FORMS, DIVORCE COMPLAINT/VERIFIED STA	335.67
12/06/2016	2	168769	TRYBAN	MARY ELLEN TRYBAN	CR CELL REIMBURSE OCT-DEC 2016	135.00
12/07/2016	2	168770	AREA 52	AREA 52 SCREEN PRINTING	SD EMBROIDER UNIFORMS	48.00
12/07/2016	2	168771	AT&T-SDJ	AT&T	SDJ PHONE CHARGES 10/29-11/28	147.06
12/07/2016	2	168772	BRANDTS	BRANDT'S SPORT CENTER	SD JET SKI REPAIR	1,144.00
12/07/2016	2	168773	CAR-SD	CARQUEST AUTO PARTS	SD FUSES	50.87
12/07/2016	2	168774	CARD	CARDMEMBER SERVICE	SD VISA CHARGES THRU 11/25/16	920.88
12/07/2016	2	168775	CARNATION	CARNATION RESTAURANT	SDJ INMATE FOOD 6,632 @ \$3.40 JUICE & ME	22,609.92
12/07/2016	2	168776	CDT-GEN	CHEBOYGAN DAILY TRIBUNE	AD ADS FOR HOUSEKEEPING/CLERK II PA	213.80
12/07/2016	2	168777	DEAN	NANCY B DEAN	PC COURT APPT ATTY PEEK/PRESEAU/CONLIN	175.00
12/07/2016	2	168778	GALLS	GALLS INCORPORATED	SD SHIRTS	116.97
					SD PANTS	148.75
					SD SHIRT	44.10
						<u>309.82</u>
12/07/2016	2	168779	GBS	GBS INC	CR MINUTES BINDER	199.41
12/07/2016	2	168780	HANSEL	DONNA HANSEL	PC COURT APPT ATTY PRESEAU/CONLINS	175.00
12/07/2016	2	168781	JOY VALLEY	JOY VALLEY COUNSELING & CONSULT	PC CT ORDER SERV 110716-1;110116-1;10181	700.00
12/07/2016	2	168782	LEXISNEXIS	LEXISNEXIS RISK SOLUTIONS	PC INFORMATION SEARCH NOV 2016	50.00

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
12/07/2016	2	168783	OFF DEPOT	OFFICE DEPOT	DC CHAIRMAT	82.99
12/07/2016	2	168784	REGISTER	JOHN E REID	SD INTERVIEW SCHOOL SUPERNAULT	550.00
12/07/2016	2	168785	SALT R	RAEANN SALTER	PC GUARDIANSHIP REVIEW AULWES/GIBBONS	65.00
12/07/2016	2	168786	SECURUS	SECURUS TECHNOLOGIES	SDJ INMATE PHONE USAGE CHARGES NOV 2016	5,502.80
12/07/2016	2	168787	SPAR PHAR	SPARTAN NASH/FAMILY FARE	SDJ INMATE MEDICATIONS NOV 2016	138.40
12/07/2016	2	168788	WILD J	JOSEPH WILDBERG	VA REVIEW SOLDIERS RELIEF FUND APPLICATI	40.00
12/07/2016	2	168789	JURY CC	MICHAEL BEEBE	CC JURY SELECTION 12/6/16	26.54
12/07/2016	2	168790	JURY CC	VICTORIA HAND	CC JURY SELECTION 12/6/16	15.10
12/07/2016	2	168791	JURY CC	NANCY PROCTOR	CC JURY SELECTION 12/6/16	20.30
12/07/2016	2	168792	JURY CC	ROBERT MCGREGOR	CC JURY SELECTION 12/6/16	15.62
12/07/2016	2	168793	JURY CC	PATRICIA THOMPSON	CC JURY SELECTION 12/6/16	13.54
12/07/2016	2	168794	JURY CC	NICHOLAS SPRAY	CC JURY SELECTION 12/6/16	15.62
12/07/2016	2	168795	JURY CC	JOEL GRUBINSKI	CC JURY SELECTION 12/6/16	20.30
12/07/2016	2	168796	JURY CC	DENNIS LYONS	CC JURY SELECTION 12/6/16	16.66
12/07/2016	2	168797	JURY CC	THOMAS LEITERMANN	CC JURY SELECTION 12/6/16	25.50
12/07/2016	2	168798	JURY CC	MICHAEL BEATTY	CC JURY SELECTION 12/6/16	18.74
12/07/2016	2	168799	JURY CC	MARY LINTZ	CC JURY SELECTION 12/6/16	25.50
12/07/2016	2	168800	JURY CC	CURTIS COOK	CC JURY SELECTION 12/6/16	25.50
12/07/2016	2	168801	JURY CC	DIANA CHILSON	CC JURY SELECTION 12/6/16	24.46
12/07/2016	2	168802	JURY CC	DAVID WICHLACZ	CC JURY SELECTION 12/6/16	19.26
12/07/2016	2	168803	JURY CC	SHAWN BUNKER	CC JURY SELECTION 12/6/16	25.50
12/07/2016	2	168804	JURY CC	ERIC SCHMALTZ	CC JURY SELECTION 12/6/16	25.50
12/07/2016	2	168805	JURY CC	GREG PAKULSKI	CC JURY SELECTION 12/6/16	19.26
12/07/2016	2	168806	JURY CC	LYNN WICHLACZ	CC JURY SELECTION 12/6/16	19.26
12/07/2016	2	168807	JURY CC	KATHRYN CHILES	CC JURY SELECTION 12/6/16	19.26
12/07/2016	2	168808	JURY CC	FRED SCHWEDT	CC JURY SELECTION 12/6/16	16.14
12/07/2016	2	168809	JURY CC	DAVID JOLIS	CC JURY SELECTION 12/6/16	26.02
12/07/2016	2	168810	JURY CC	REBECCA VELFLING	CC JURY SELECTION 12/6/16	15.62
12/07/2016	2	168811	JURY CC	MARTHA CHENEY	CC JURY SELECTION 12/6/16	22.90
12/07/2016	2	168812	JURY CC	ALEXIS WALDORF	CC JURY SELECTION 12/6/16	14.06
12/07/2016	2	168813	JURY CC	JOEL ROSS	CC JURY SELECTION 12/6/16	18.74
12/07/2016	2	168814	JURY CC	CHAD STEMPLE	CC JURY SELECTION 12/6/16	24.98
12/07/2016	2	168815	JURY CC	EDWARD SCHNEIDER	CC JURY SELECTION 12/6/16	15.62
12/07/2016	2	168816	JURY CC	SUSAN GOLDBERG	CC JURY SELECTION 12/6/16	28.10
12/07/2016	2	168817	JURY CC	LARRY SHAW	CC JURY SELECTION 12/6/16	22.38
12/07/2016	2	168818	JURY CC	LORI TRESTAIN	CC JURY SELECTION 12/6/16	16.14
12/07/2016	2	168819	JURY CC	FRANK BRILL	CC JURY SELECTION 12/6/16	13.54
12/07/2016	2	168820	JURY CC	JULIE VALLANCE	CC JURY SELECTION 12/6/16	15.10
12/07/2016	2	168821	JURY CC	NORMA LANGE	CC JURY SELECTION 12/6/16	16.66
12/07/2016	2	168822	JURY CC	DIANA DUNHAM	CC JURY SELECTION 12/6/16	28.10
12/07/2016	2	168823	JURY CC	CHRISTOPHER SANGSTER	CC JURY SELECTION 12/6/16	20.30
12/07/2016	2	168824	JURY CC	KATHY WALLACE	CC JURY SELECTION 12/6/16	18.74
12/07/2016	2	168825	JURY CC	RAYNOLD GRIFFITH	CC JURY SELECTION 12/6/16	22.90
12/07/2016	2	168826	JURY CC	ROBERT MCLOUTH	CC JURY SELECTION 12/6/16	22.90
12/07/2016	2	168827	JURY CC	JUDITH LENZOTTI	CC JURY SELECTION 12/6/16	27.58
12/07/2016	2	168828	JURY CC	EDWARD EALY	CC JURY SELECTION 12/6/16	15.62
12/07/2016	2	168829	JURY CC	PAUL NEUMANN	CC JURY SELECTION 12/6/16	15.62
12/07/2016	2	168830	JURY CC	SEAN MCNEIL	CC JURY SELECTION 12/6/16	16.14
12/07/2016	2	168831	JURY CC	DOUGLAS THOLA	CC JURY SELECTION 12/6/16	20.82
12/07/2016	2	168832	JURY CC	JENNIFER STEPANSKI	CC JURY SELECTION 12/6/16	14.06
12/07/2016	2	168833	JURY CC	PAMELA BUDZINSKI	CC JURY SELECTION 12/6/16	15.10
12/07/2016	2	168834	JURY CC	BRADLEY KIRK	CC JURY SELECTION 12/6/16	25.50
12/07/2016	2	168835	JURY CC	KEVIN STAMOUR	CC JURY SELECTION 12/6/16	17.70
12/09/2016	2	168836	ADV AUTO	ADVANCE AUTO PARTS	MA WIPERS FOR IMPALA	47.96
					MA WIPERS FOR FUSION	31.98
					MA CARB CLEANER, LUBRICANT	9.98
					MA BRUSH WITH POLE	12.99

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
12/09/2016	2	168837	AT&T-SRR	AT&T	SRR PHONE 10/29-11/28/16	162.00
12/09/2016	2	168838	AT&T-SRR	AT&T	SRR TELEPHONE 10/29-11/28/16	59.91
12/09/2016	2	168839	ATE	ACE TEX ENTERPRISES	MA CLEANING TOWELS	189.22
12/09/2016	2	168840	CAS-TRAN	CHEBOYGAN AREA SCHOOLS	SRR DIESEL FUEL CHARGES FOR NOV 2016	4,229.06
12/09/2016	2	168841	CDT PA	CHEBOYGAN DAILY TRIBUNE	PA BUSINESS CARDS	50.00
12/09/2016	2	168842	CDT-CR	CHEBOYGAN DAILY TRIBUNE	CR NOTICE OF CLOSE OF ELECTION NOV GENER	284.40
12/09/2016	2	168843	CDT-MA	CHEBOYGAN DAILY TRIBUNE	MA 99 DODGE TRUCK SEALED BIDS ADVERTISEM	40.00
12/09/2016	2	168844	CDT-PZ	CHEBOYGAN DAILY TRIBUNE	PZ ADVERTISING	299.51
12/09/2016	2	168845	CULLIGAN	MCCARDEL CULLIGAN-PETOSKEY	CC JURY ROOM WATER	118.50
12/09/2016	2	168846	DELL	DELL	IS COMPUTER REPLACEMENT 2 PC 1 CC 1 EQ	3,343.24
12/09/2016	2	168847	DUES	MICHIGAN JUDGES ASSOCIATION	CC MJA 2017 MEMBERSHIP DUES HON. SCOTT P	225.00
12/09/2016	2	168848	EKDAHL	MICHAEL J EKDAHL	CC DGC DEFENSE ATTY NOV 2016	150.00
12/09/2016	2	168849	FAM FARE	FAMILY FARE	VA VAF COMMUNITY PROJECTS FUND JEREMY SA	102.78
12/09/2016	2	168850	G SHIPPING	G'S SHIPPING STORE	MA TOILET PAPER	212.93
12/09/2016	2	168851	HARBOR	HARBOR HALL INC	CC DGC COUNSELING SERVICES NOV 2016	115.00
12/09/2016	2	168852	HUNG T	THOMAS R HUNGERFORD LLC	CC COURT APPT ATTY SAMANTHA CULPEPPER	112.50
12/09/2016	2	168853	INK & TONE	INK & TONER ALTERNATIVE	MA REPLACE INK FOR PROBATE JUDGE	106.98
12/09/2016	2	168854	KORTZ	KARI KORTZ	FN REIMBURSE EXPENSES TRAVEL TO MICPA CO	247.46
12/09/2016	2	168855	LEXISNEXIS	LEXISNEXIS RISK SOLUTIONS	TR INFORMATION SEARCH	95.00
12/09/2016	2	168856	LISS D	DIANE LISSFELT LMSW, ACSW, CAAC	CC DGC COUNSELING SERVICES NOV 2016	270.00
12/09/2016	2	168857	MISC	TRAVIS ELOWSKY	SRR EYE EXAM FOR R. NEWSTED TO RETURN TO	144.00
12/09/2016	2	168858	MSUEXT	MSU EXTENSION	RC PLAT BOOKS	28.20
12/09/2016	2	168859	NOP	NATIONAL OFFICE PRODUCTS	CC INDEX CARDS, LABELS	19.14
					CC INK CARTRIDGE	49.03
						<u>68.17</u>
12/09/2016	2	168860	NOP	NATIONAL OFFICE PRODUCTS	SRR MEMORY STICK	18.00
12/09/2016	2	168861	NOP	NATIONAL OFFICE PRODUCTS	MA MULTIFOLD TOWELS, APPT BOOK	260.97
12/09/2016	2	168862	PAWLOWSKI	NICOLE PAWLOWSKI	CC CELL REIMBURSE DEC 2016	45.00
12/09/2016	2	168863	PSI	PRINTING SYSTEMS INC	FN YEAR END TAX FORMS	117.73
12/09/2016	2	168864	RWS	REPUBLIC SERVICES #239	MA TRASH REMOVAL NOV 2016	512.33
12/09/2016	2	168865	SPARTAN	SPARTAN STORES LLC	CC JURY ITEMS	75.23
12/09/2016	2	168866	SPIES-RC	SPIES AUTO PARTS & TIRE	RC HALOGEN CAPSULES	14.49
					RC BLUE DF	23.98
						<u>38.47</u>
12/09/2016	2	168867	SPIES-SRR	SPIES AUTO PARTS & TIRE	SRR HEADLIGHT BULBS	42.79
					SRR MOLDING TAPE, GORILLA TAPE	10.98
						<u>53.77</u>
12/09/2016	2	168868	SUBSCRIPT	MICHIGAN LAWYERS WEEKLY	CC 52 WEEKS OF MICHIGAN LAWYERS WEEKLY	339.00
12/09/2016	2	168869	WERNER	WERNER PLUMBING & HEATING	MA PARTS/PIPE	20.52
12/09/2016	2	168870	WOE	WILLIAMS OFFICE EQUIPMENT	IS COPY MAINTENANCE AGREEMENT NOV 2016	1,330.95
12/12/2016	2	168871	CAS-TRAN	CHEBOYGAN AREA SCHOOLS	RC DIESEL FUEL CHARGES NOV 2016	733.49
12/12/2016	2	168872	CRONAN	LINDA CRONAN	TR MILEAGE REIMBURSE TO BANK 86 DAY @ 3	139.32
12/12/2016	2	168873	EMMET DPW	EMMET COUNTY DPW	RC RECYCLING FEES NOV 2016	7,068.75
					RC TIPPING FEE REFUND NOV 2016	(930.75)
						<u>6,138.00</u>
12/12/2016	2	168874	FMPI	FORT MICHILIMACKINAC PAGEANT	CF ADVERTISING	400.00
12/12/2016	2	168875	KSS	KSS ENTERPRISES	MA CLEANING SUPPLIES	234.67
					MA TRASH LINERS, VEHICLE WASH, DUST CLOT	911.69
					MA DRB SOAP, TRASH LINERS	306.51
					MA DRB CLEANER	122.47

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
						1,575.34
12/12/2016	2	168876	LEXISNEXIS	LEXISNEXIS RISK SOLUTIONS	FOC INFORMATION SEARCH NOV 2016	44.50
12/12/2016	2	168877	RDIC	RIVERTOWN DO-IT CENTER	MA MOUSE TRAPS	3.58
					MA UTILITY PUMP, ANTIFREEZE, LAWN FAUCET	139.71
					MA TOILET CONNECTOR, ANTI-SIPHON VALVE	11.98
					MA OLD WORK SWITCH BOX, GANG SWITCH BOX	3.07
					MA INSULATED STAPLE, EXTENSION POLE, WOO	58.24
						<u>216.58</u>
12/12/2016	2	168878	VALL R	RACHEL VALLANCE	TR MILEAGE REIMBURSE MACKINAW TREASURER	16.74
12/12/2016	2	168879	WELDON	BUFFY WELDON	TR MILEAGE REIMBURSE BANK/TRAINING	240.30
12/12/2016	2	168880	WILL R	RON WILLIAMS	CF POSTAGE	8.30
12/12/2016	2	168881	WOE	WILLIAMS OFFICE EQUIPMENT	CF PAPER	65.00
12/12/2016	2	168882	ALLPHASE	ALL-PHASE	MA FLUORESCENT LIGHT BULBS	84.60
12/12/2016	2	168883	ASHE M	MEGAN FENLON	PC CELL REIMBURSEMENT DEC 2016	45.00
12/12/2016	2	168884	BBC	BERNARD BUILDING CENTER	HD DRB DOORS	1,214.64
					HD DRB DRYWALL/INSULATION	144.54
					MA INSULATIN SHEATHING	116.39
					HD DRB PRIMED PAULOWNIA	249.80
					CCM ANTIFREEZE	17.94
					MA WASHER HOSE	8.69
					CD TAPE MEASURE	13.99
						<u>1,765.99</u>
12/12/2016	2	168885	CARQUEST	CARQUEST	MA BATTERY FORD 250	121.19
					MA FOR SALE SIGN	2.38
						<u>123.57</u>
12/12/2016	2	168886	FERN FORD	FERNELIUS FORD LINCOLN	CD REPLACE TIRE ESCAPE #19	167.50
12/12/2016	2	168887	FRAZ D	DANIEL FRASIER	PC SA EXPENSE REIMBURSEMENT FDTA	50.00
12/12/2016	2	168888	POSTMASTER	POSTMASTER - CHEBOYGAN	EQ POSTAGE KOEHLER REPRINT TO CORRECT RD	310.16
12/12/2016	2	168889	TSS	TELEPHONE SUPPORT SYSTEMS	MA TELEPHONE SUPPORT 2017	2,995.00
12/13/2016	2	168890	MERS	MUNICIPAL EMPLOYEE RETIREMENT SYS	PR MERS ADDITIONAL CONTRIBUTION	250,000.00
12/13/2016	2	168891	MERS	VOID		
12/15/2016	2	168892	ALLO S	SUE ALLOR	BOC COMMISSIONER MILEAGE 12/13/16	32.40
12/15/2016	2	168893	AT&T/SBC	AT&T	IS MONTHLY PHONE SERVICE 11/2-12/1/16	587.41
12/15/2016	2	168894	AT&T/SBC	VOID		
12/15/2016	2	168895	BLASKOWSKI	BLASKOWSKI FEED & SEED	SD K9 DOG FOOD	82.32
12/15/2016	2	168896	BOB BARKER	BOB BARKER COMPANY INC	SDJ MISSED FREIGHT ON RAZOR ORDER	24.95
12/15/2016	2	168897	BOWM	BRIDGES OF WEST MICHIGAN PLLC	PC COURT ORDERED SERVICES NOBLE	360.00
12/15/2016	2	168898	BREWSTER	KAREN BREWSTER	CR REIMBURSE MILE/FOOD TRAINING	305.85
12/15/2016	2	168899	BROWN C	CHRISTOPHER BROWN	BOC COMMISSIONER MILEAGE 12/1-12/13	74.52
12/15/2016	2	168900	BUTTS	ROBERT J BUTTS	PC REIMBURSE REGISTRATION FOR TRAINING N	695.00
12/15/2016	2	168901	CFSNW	CHILD & FAMILY SERVICES NW	DHS CC #21883988 OCTOBER 2016	534.44
12/15/2016	2	168902	CFSNW	CHILD & FAMILY SERVICES NW	DHS CC #21883988 SEMI-ANNUAL CLOTHING AL	107.00
12/15/2016	2	168903	CFSNW	CHILD & FAMILY SERVICES NW	DHS CC #21849790 OCTOBER 2016	534.44
12/15/2016	2	168904	CFSNW	CHILD & FAMILY SERVICES NW	DHS CC #21849790 SEMI-ANNUAL CLOTHING AL	107.00
12/15/2016	2	168905	CHASE	DAN CHASE	CD REIMBURSE MEAL TRAINING/GAYLORD	8.68
12/15/2016	2	168906	CULLIGAN	MCCARDEL CULLIGAN-PETOSKEY	PA BOTTLE WATER	7.50
12/15/2016	2	168907	DH #4	DISTRICT HEALTH DEPT #4	SDJ INMATE NURSING SERVICES NOVEMBER 201	3,090.00
12/15/2016	2	168908	FELEPPA	ALFRED FELEPPA	PA REIMBURSE MEAL TRAINING GAYLORD	15.90
12/15/2016	2	168909	FERN FORD	FERNELIUS FORD LINCOLN	CD OIL CHANGE ESCAPE #19	43.44
12/15/2016	2	168910	GALLS	GALLS INCORPORATED	SD SHIRT	38.98
12/15/2016	2	168911	GOUJ C	CAL GOUINE	BOC COMMISSIONER MILEAGE 12/13	3.78
12/15/2016	2	168912	INK & TONE	INK & TONER ALTERNATIVE	PA TONERS	529.96
12/15/2016	2	168913	MATELSKI	ANTHONY MATELSKI	BOC COMMISSIONER MILEAGE 11/16-12/13	151.74

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Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
12/15/2016	2	168914	NOP	NATIONAL OFFICE PRODUCTS	PA CALENDARS, ADDRESS BOOK, ADDRESS LABE	211.10
12/15/2016	2	168915	OFF DEPOT	OFFICE DEPOT	VA CALENDARS, STICKIES, ADHESIVE	71.86
12/15/2016	2	168916	PAAM	PAAM	SD WARRANT MANUAL 2017	100.00
12/15/2016	2	168917	RED TOX	REDWOOD TOXICOLOGY LABORATORY	SD DRUG TESTS	412.00
12/15/2016	2	168918	REDM P	PETER REDMOND	BOC COMMISSIONER MILEAGE 10/26-12/19	69.12
12/15/2016	2	168919	REGISTER	L.E.O.R.T.C.	SDJ SUICIDE PREVENTION CLASS	200.00
12/15/2016	2	168920	ROWLEYS	ROWLEYS WHOLESALE	SD 4 FIRESTONE TIRES	416.00
12/15/2016	2	168921	ROWLEYS	ROWLEYS WHOLESALE	SD TIRES	459.60
12/15/2016	2	168922	SAP	STRAITS AREA PRINTING	SD ENVELOPES	104.00
12/15/2016	2	168923	SCHN S	STEVE SCHNELL	PZ REIMBURSE FOR TRAVEL EXPENSE	37.00
12/15/2016	2	168924	STOP	SATELLITE TRACKING OF PEOPLE LLC	PC COURT ORDERED SERVICES	437.75
12/15/2016	2	168925	STYF	SAULT TRIBE YOUTH FACILITY	PC ANOTHER COUNTY INSTITUTION LOY/HERSHA	3,240.00
12/15/2016	2	168926	SWANSON S	SWANSON SERVICES	SDJ PAK ORDERS	18.85
					SDJ COMMISSARY ORDERS	1,018.70
					SDJ PAK ORDERS	7.05
					SDJ COMMISSARY ORDERS	1,117.62
					SDJ PAK ORDERS	17.25
					SJD COMMISSARY ORDERS	1,191.65
					SDJ PAK ORDERS	15.95
					SDJ COMMISSARY ORDERS	1,137.08
					SDJ PAK ORDERS	12.00
					SDJ COMMISSARY ORDERS	928.76
						<u>5,464.91</u>
12/15/2016	2	168927	SWANSON S	VOID		
12/15/2016	2	168928	TREAS	CHEBOYGAN COUNTY TREASURER	PR FRINGE & DEDUCTIONS PE 12/10	119,078.45
12/15/2016	2	168929	WALLACE	JOHN WALLACE	BOC COMMISSIONER MILEAGE 11/16-12/12	210.60
12/15/2016	2	168930	WEST-PA	THOMSON REUTERS - WEST	PA LIBRARY PLAN 11/5-12/4/16	53.58
12/15/2016	2	168931	WHEELER	WHEELER MOTORS INC	SD OIL CHANGE	16.95
					SD OIL CHANGE	16.95
					SD OIL CHANGE	16.95
					SD MOUNT AND BALANCE TIRE	44.00
					SD MOUNT & BALANCE TIRE	60.00
					SD MOUNT & BALANCE TIRE	42.00
					SD MOUNT & BALANCE TIRE	46.20
					SD OIL CHANGE/BATTERY	194.13
					SD OIL CHANGE	16.95
					SD MOUNT & BALANCE TIRE	42.00
						<u>496.13</u>
12/15/2016	2	168932	WHEELER	VOID		
12/15/2016	2	168933	WLS	WELLSPRING LUTHERAN SERVICES	DHS CC #6199173 MILEAGE REIMBURSE FOR VI	146.88
12/15/2016	2	168934	WLS	WELLSPRING LUTHERAN SERVICES	DHS CC #20973561 NOVEMBER 2016	822.70
12/16/2016	2	168935	JURY CC	JANET TRUDEAU	CC JURY DUTY	221.67
12/16/2016	2	168936	JURY CC	LORI JOY	CC JURY DUTY	212.15
12/16/2016	2	168937	JURY CC	JACQUELINE LYONS	CC JURY DUTY	192.80
12/16/2016	2	168938	JURY CC	MICHAEL PIONK	CC JURY DUTY	91.00
12/16/2016	2	168939	JURY CC	URSULA WALLINGTON	CC JURY DUTY	262.29
12/16/2016	2	168940	JURY CC	THOMAS COPENHAVER	CC JURY DUTY	247.94
12/16/2016	2	168941	JURY CC	ADAM ELLIS	CC JURY DUTY	211.00
12/19/2016	2	168942	APE	ALPENA FIRE EQUIPMENT	SRR ANNUAL MAINT/SERVICE FIRE EXTINGUISH	71.50
12/19/2016	2	168943	AT&T/SBC	AT&T	RC/FG PHONE 10/29-11/28	286.05
12/19/2016	2	168944	BBI	BROWN BUILDERS INC	HD DRB DRYWALL & DOORS INSTALLED	400.00
					CCHS BUILD FRAMEWORK FOR SHELVES/TIE IN	2,300.00
						<u>2,700.00</u>

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12/19/2016	2	168945	BCTB	BOYNE CITY TIRE & BRAKE INC	SRR REMOVE & REPLACE 26 TIRES	840.00
12/19/2016	2	168946	CALS	CAL'S MOBILE HEAVY EQUIPMENT	SRR BUS #116 REPLACE BROKEN GRILL SRR BUS #309 FULL SERVICE, MISC REPAIRS SRR BUS #209 FULL SERVICE, MISC REPAIRS SRR BUS #409 FULL SERVICE, REPLACE HEATE SRR BUS #309 FIX PASSENGER DOOR	196.60 641.36 514.20 1,006.57 66.25
						2,424.98
12/19/2016	2	168947	CALS	CAL'S MOBILE HEAVY EQUIPMENT	SRR BUS #609 BI-ANNUAL INSPECTION, MISC	549.26
12/19/2016	2	168948	CONSUMERS	CONSUMERS ENERGY	HD DRB ELECTRIC 103003539980 11/5-12/8	1,366.25
12/19/2016	2	168949	CONSUMERS	CONSUMERS ENERGY	MA ELECTRIC 1000 2601 9925 11/3-12/7	42.20
12/19/2016	2	168950	CONSUMERS	CONSUMERS ENERGY	MA ELECTRIC 1000 0010 7183 11/5-12/8	5,164.29
12/19/2016	2	168951	CONSUMERS	CONSUMERS ENERGY	MA ELECTRIC 1000 2919 9252 11/9-12/12	22.57
12/19/2016	2	168952	CONSUMERS	CONSUMERS ENERGY	MA ELECTRIC 1000 2773 2369 11/7-12/11	144.15
12/19/2016	2	168953	CONSUMERS	CONSUMERS ENERGY	MA ELECTRIC 1000 0016 3434 11/1-11/30	13.67
12/19/2016	2	168954	CONSUMERS	CONSUMERS ENERGY	RC ELECTRIC 1000 4532 8463 NOV 2016	20.17
12/19/2016	2	168955	DTE	DTE ENERGY	HD DRB GAS USEAGE 456433900036 11/7-12/1	183.86
12/19/2016	2	168956	DTE	DTE ENERGY	MA GAS USAGE 456433900010 11/7-12/12	2,921.62
12/19/2016	2	168957	KSS	KSS ENTERPRISES	SRR 1 CASE OF PAPER TOWELS	39.95
12/19/2016	2	168958	NMIDS	NORTHERN MI IND DRUG SCREEN LLC	DC DRUG TESTING REIMBURSEMENT NOV 2016	255.00
12/19/2016	2	168959	ROSE EXT	ROSE EXTERMINATOR	MA PEST CONTROL	70.00
12/19/2016	2	168960	SPIES-SRR	SPIES AUTO PARTS & TIRE	SRR FUNNEL FOR BUSES	6.99
12/19/2016	2	168961	TREAS	CHEBOYGAN COUNTY TREASURER	PC SA BUS AIDE NOV 2016	503.59
12/19/2016	2	168962	TREAS	CHEBOYGAN COUNTY TREASURER	PC SA TRANSPORTATION FEE NOV 2016	3,755.69
12/19/2016	2	168963	WEST-DC	THOMSON REUTERS - WEST	DC LIBRARY PLAN CHARGES 11/5-12/4	13.89
12/19/2016	2	168964	WREG K	KEITH WREGGLESWORTH	CD REIMBURSE MEAL TRAINING GAYLORD	8.15
12/20/2016	2	168965	ALP	ALPENA OIL	MA GASOLINE PURCHASE 10,000 GALLONS	16,451.65
12/20/2016	2	168966	BEEET W	WILLIAM BEETHEM	VA MVTF APPLICATION REVIEW PHILLIPS/NAPT	9.98
12/20/2016	2	168967	BURIAL	PATRICIA GAYNOR	VA VETERANS BURIAL ALLOWANCE LEONARD GAY	300.00
12/20/2016	2	168968	CHARTER	CHARTER COMMUNICATIONS	SDJ INMATE CABLE 8245 12 267 0006824	112.61
12/20/2016	2	168969	CHEB	CITY OF CHEBOYGAN	FG WATER 91/-11/30/16	247.75
12/20/2016	2	168970	CONSUMERS	CONSUMERS ENERGY	CCM ELECTRIC 100030339863 11/10-12/13	117.95
12/20/2016	2	168971	CONSUMERS	CONSUMERS ENERGY	CCM ELECTRIC 100030390080 11/10-12/13	33.10
12/20/2016	2	168972	CONSUMERS	CONSUMERS ENERGY	CCM ELECTRIC 100030390270 11/10-12/13	22.57
12/20/2016	2	168973	DTE	DTE ENERGY	FG/RC GAS USAGE 4564 334 0001 1 11/9-12/	122.78
12/20/2016	2	168974	LAMO T	TERIE LAMONT	PC GUARDIANSHIP REVIEW SMITH/TURRGIANO	103.00
12/20/2016	2	168975	MACARTHUR	TIMOTHY MACARTHUR	PC COURT APPT ATTY	150.00
12/20/2016	2	168976	MACARTHUR	TIMOTHY MACARTHUR	PC COURT APPT ATTY	1,235.00
12/20/2016	2	168977	MAYO R	RICHARD MAYO	VA MVTF APPLICATION REVIEW JUVINALL/NAPT	9.10
12/20/2016	2	168978	OFF DEPOT	OFFICE DEPOT	SD TONER & FOLDERS SD BINDERS SD TONER, DUSTER, PENS, TISSUE SD BINDERS SD HOLE PUNCH	205.67 6.99 395.95 31.87 26.39
						666.87
12/20/2016	2	168979	PIE&G	PRESQUE ISLE ELECTRIC & GAS	RC SECURITY LIGHT 9465900000	15.15
12/20/2016	2	168980	RED TOX	REDWOOD TOXICOLOGY LABORATORY	SDJ FREIGHT MISSED ON PREVIOUS ORDER	35.94
12/20/2016	2	168981	SALT R	RAEANN SALTER	PC GUARDIANSHIP REVIEW GIANNINI/NESTELL	60.00
12/20/2016	2	168982	VATF	VETERANS ASSISTANCE FUND	VA MVTF ADMIN FEE FY 2016/2017	500.00
12/20/2016	2	168983	WILD J	JOSEPH WILDBERG	VA MVTF APPLICATION REVIEW ST. CLAIR	27.35
12/21/2016	2	168984	ABS	ADVANTAGE BUSINESS SYSTEMS	DC FILE FOLDERS	715.00
12/21/2016	2	168985	ALLO S	SUE ALLOR	BOC COMMISSIONER MILEAGE 1/1/16-12/15/16	1,045.98
12/21/2016	2	168986	CFSNW	CHILD & FAMILY SERVICES NW	DHS CC #2181374 SEMI-ANNUAL CLOTHING ALL	92.42
12/21/2016	2	168987	CFSNW	CHILD & FAMILY SERVICES NW	DHS CC #21883988 NOVEMBER 2016	517.20
12/21/2016	2	168988	CFSNW	CHILD & FAMILY SERVICES NW	DHS CC #21849790 NOVEMBER 2016	517.20
12/21/2016	2	168989	DEKETO	DEKETO LLC	CR VITAL RECORDS INDEXING & IMAGING SOFT	3,000.00
12/21/2016	2	168990	DSSI	DRUG SCREEN SOLUTIONS INC	PC COURT ORDERED SERVICES DRUG SCREENS	177.50

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12/21/2016	2	168991	ERHA J	HONORABLE JAMES N ERHART	DC REIMBURSE VISITING JUDGE	81.80
12/21/2016	2	168992	GEWY	YOUNG, GRAHAM, ELSENHEIMER	AD LEGAL SERVICES THRU NOV 30, 2016	2,895.00
12/21/2016	2	168993	LAMO T	TERRIE LAMONT	PC GUARDIANSHIP REVIEW BURDICK	40.00
12/21/2016	2	168994	MACARTHUR	TIMOTHY MACARTHUR	PC GUARDIANSHIP REIVIEW E. ALEXANDER	95.00
12/21/2016	2	168995	OFF DEPOT	OFFICE DEPOT	CR POCKET TABS, POST IT FLAGS	111.33
					CR STAPLES, LABELS	27.45
						<u>138.78</u>
12/21/2016	2	168996	SELI D	DALE SELIN	DC CELL REIMBURSE DEC 2016	45.00
12/21/2016	2	168997	SOM-SCF	STATE OF MICHIGAN	PC JIS SYSTEM USER FEE 4TH QTR	2,736.59
12/21/2016	2	168998	STAN L	LIZ STANKEWITZ	DC CELL REIMBURSE DEC 2016	45.00
12/21/2016	2	168999	STYF	SAULT TRIBE YOUTH FACILITY	DHS CC #6199173 11/4-11/20/16	2,040.00
12/21/2016	2	169000	STYF	SAULT TRIBE YOUTH FACILITY	DHS CC #5873541 11/15/16-11/30/16	1,920.00
12/21/2016	2	169001	WEST-CR	THOMSON REUTERS - WEST	CR LIBRARY PLAN CHARGES 11/5-12/4	4.46
12/21/2016	2	169002	WEST-PC	THOMSON REUTERS - WEST	PC LIBRARY PLAN CHARGES 11/5-12/4	78.56
					PC LIBRARY PLAN CHARGES 11/5-12/4	20.34
						<u>98.90</u>
12/21/2016	2	169003	YOUN K	KIMBERLY YOUNGS	DC CELL REIMBURSE DEC 2016	45.00
12/22/2016	2	169004	BARTLETT	STUART BARTLETT	PZ COMMISSION MTG 12/7	54.04
					PZ COMMISSION MTG 12/21/16	54.04
					PZ SITE VISIT 12/19/16	74.56
						<u>182.64</u>
12/22/2016	2	169005	BOROWICZ	HAROLD BOROWICZ	PZ COMMISSION MTG 12/7/16	48.64
					PZ COMMISSION MTG 12/21/16	48.64
						<u>97.28</u>
12/22/2016	2	169006	BREG L	LOIS BREGE	DHS CC #1525157 11/23-12/6/16	266.36
12/22/2016	2	169007	BUTTS	ROBERT J BUTTS	PC REIMBURSE MEAL	50.86
12/22/2016	2	169008	CROF P	PATTY CROFT	PZ COMMISSION MTG 12/7/16	72.40
					PZ COMMISSION MTG 12/21/16	72.40
					PZ SITE VISIT 12/21/16	40.00
						<u>184.80</u>
12/22/2016	2	169009	FERN FORD	FERNELIUS FORD LINCOLN	SD CHECK ENGINE LIGHT ON	85.00
12/22/2016	2	169010	FREESE	CHARLES FREESE	PZ COMMISSION MTG 12/7/16	70.24
					PZ COMMISSION MTG 12/21/16	70.24
					PZ SITE VISIT 12/18/16	49.72
						<u>190.20</u>
12/22/2016	2	169011	GRANGER	GRANGER & ASSOCIATES INC	CR REMON REVISIT 4 CORNERS @ \$436.75 EAC	1,387.00
12/22/2016	2	169012	KAVANAUGH	MICHAEL KAVANAUGH	PZ COMMISSION MTG 12/7/16	47.56
12/22/2016	2	169013	LYON S	SHARON LYON	PZ COMMISSION MTG 12/7/16	69.16
					PZ COMMISSION MTG 12/21/16	69.16
					PZ SITE VISIT 12/21/16	63.76
						<u>202.08</u>
12/22/2016	2	169014	MACARTHUR	TIMOTHY MACARTHUR	PC COURT APPT ATTY FAITH CUDDIE	140.00
12/22/2016	2	169015	MGT	MGT OF AMERICA INC	PA DHS-286 BILLINGS OCT-DEC/TIME LOGS OC	1,551.50
12/22/2016	2	169016	MGT	MGT OF AMERICA INC	FOC DHS-286 BILLINGS OCT, NOV, DEC 2016	1,369.50

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12/22/2016	2	169017	OSTWALD	CHARLES OSTWALD	PZ COMMISSION MTG 12/7/16	51.88
					PZ COMMISSION MTG 12/21/16	51.88
					PZ SITE VISIT 12/21/16	61.60
						<u>165.36</u>
12/22/2016	2	169018	REGISTER	MI ELECT CT REPT ASSOC	PC MI CERTIFIED ELECTRONIC REPORTERS B.	130.00
12/22/2016	2	169019	SALT R	RAEANN SALTER	PC GUARDIANSHIP REVIEW DAUZET	35.00
12/22/2016	2	169020	SOM-SCF	STATE OF MICHIGAN	CR SERVICES RENDERED OCT, NOV, DEC 2016	2,881.10
12/22/2016	2	169021	TREAS	CHEBOYGAN COUNTY TREASURER	SD PETTY CASH	23.04
12/22/2016	2	169022	WAIT J	JONI WAIT	DHS CC #4030266 10/28-11/10/16	241.36
12/22/2016	2	169023	WAIT J	JONI WAIT	DHS CC #4030266 11/11-11/24/16	241.36
12/22/2016	2	169024	WAIT J	JONI WAIT	DHS CC #4030266 11/25-12/8/16	266.36
12/22/2016	2	169025	WAIT J	JONI WAIT	DHS CC #2181374 10/28-11/10/16	241.36
12/22/2016	2	169026	WAIT J	JONI WAIT	DHS CC #2181374 11/11/16-11/24/16	241.36
12/22/2016	2	169027	WAIT J	JONI WAIT	DHS CC #2181374 11/25-12/8/16	266.36
12/28/2016	2	169028	BOHL S	SAM BOHL	FOC MILEAGE TO BANK 11/7-12/22	13.00
12/28/2016	2	169029	CONSUMERS	CONSUMERS ENERGY	FG ELECTRIC 1000 3211 8323 11/11-12/14	27.51
12/28/2016	2	169030	CONSUMERS	CONSUMERS ENERGY	FG ELECTRIC 1000 3211 7473 11/14-12/14	22.70
12/28/2016	2	169031	CONSUMERS	CONSUMERS ENERGY	FG ELECTRIC 1000 3211 7523 11/14-12/14	38.69
12/28/2016	2	169032	CONSUMERS	CONSUMERS ENERGY	FG ELECTRIC 1000 4502 5812 11/14-12/14	22.82
12/28/2016	2	169033	CONSUMERS	CONSUMERS ENERGY	FG ELECTRIC 1000 3211 7358 11/14-12/14	92.48
12/28/2016	2	169034	CONSUMERS	CONSUMERS ENERGY	FG ELECTRIC 1000 3211 7309 11/11-12/14	43.37
12/28/2016	2	169035	CONSUMERS	CONSUMERS ENERGY	FG ELECTRIC 1000 0022 5340 NOV 2016	20.17
12/28/2016	2	169036	CONSUMERS	CONSUMERS ENERGY	FG/RC ELECTRIC 1000 3211 7416 11/14-12/1	62.49
12/28/2016	2	169037	DECKA	DECKA DIGITAL	TR 10,000 #10 ENVELOPES	427.00
12/28/2016	2	169038	OFF DEPOT	OFFICE DEPOT	EQ PLANNERS, CALENDARS, INK REFILLS, BIN	218.66
12/29/2016	2	169039	BMC	BMC SOFTWARE INC	IS TRACK-IT AUDIT SOFTWARE RENEWAL	388.10
12/29/2016	2	169040	CALS	CAL'S MOBILE HEAVY EQUIPMENT	SRR BUS #111 FULL SERVICE, FIX ROOF HEAT	662.91
					SRR BUS #116 FULL SERVICE & BI-ANNUAL IN	378.32
					SRR BUS #114 JUMP START & FIX TAILPIPE	145.00
					SRR BUS #709 REPLACE AIR DRYER & GOVENOR	691.90
					SRR BUS #409 WENT & REPLACED FAN BELTS/A	327.65
					SRR BUS #509 FULL SERVICE, REPLACE TENSI	622.48
					SRR BUS #209 REMOVE PASSENGER MIRROR, RE	216.00
					SRR BUS #709 FULL SERVICE, REPLACE HANGE	339.70
						<u>3,383.96</u>
12/29/2016	2	169041	CALS	VOID		
12/29/2016	2	169042	CARQUEST	CARQUEST	MA POLE ROUND CONNECTORS	21.24
					MA SMALL ENGINE SPARK PLUG	5.10
					MA NUTS, BOLTS	1.30
						<u>27.64</u>
12/29/2016	2	169043	CDW-G	CDW-G	IS MONITORS	1,384.00
12/29/2016	2	169044	CDW-G	CDW-G	IS EMC STORAGE REMOVAL	6,158.91
12/29/2016	2	169045	CDW-G	CDW-G	IS SYSTEM REPLACEMENT PLANNING/SCOTT	1,389.33
12/29/2016	2	169046	CHARTER	CHARTER COMMUNICATIONS	IS INTERNET 8245 12 267 0068360 DEC 2016	99.98
12/29/2016	2	169047	CRANHAM	BRUCE CRANHAM PC	FOC REFEREE HEARINGS NOV & DEC 2016	2,400.00
12/29/2016	2	169048	CULLIGAN	MCCARDEL CULLIGAN-PETOSKEY	PA BOTTLED WATER DEC 2016	13.00
12/29/2016	2	169049	DELL	DELL	IS SYSTEM REPLACEMENT PZ CLERK	3,934.30
12/29/2016	2	169050	FASTENAL	FASTENAL COMPANY	MA BOLTS, NUTS, FASTENERS	6.05
12/29/2016	2	169051	FELEPPA	ALFRED FELEPPA	PA CELL PHONE REIMBURSE JUL-DEC 2016	270.00
12/29/2016	2	169052	GALLS	GALLS INCORPORATED	SD UNIFORM SHIRT	31.97
					SD UNIFORM BOOTS	230.94
						<u>262.91</u>

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12/29/2016	2	169053	GASLIGHT	GASLIGHT MEDIA	IS MONTHLY WEBSITE HOSTING/SEARCH ENGINE	150.00
12/29/2016	2	169054	GOOD M	MELISSA GOODRICH	PA CELL PHONE REIMBURSE NOV/DEC 2016	90.00
12/29/2016	2	169055	GTMC	GRAND TRAVERSE MOBILE	MA DOOR LOCK REPAIR	600.00
12/29/2016	2	169056	INK & TONE	INK & TONER ALTERNATIVE	SD PRINTER	299.00
12/29/2016	2	169057	KORTZ	KARI KORTZ	FN MILEAGE & CELL REIMBURSE OCT-DEC 2016	173.88
12/29/2016	2	169058	M R GUNS	M R GUNS	SD SIGHTS	850.00
12/29/2016	2	169059	MANNINGS	MANNINGS NORTHERN TIRE	MA SNOW BLOWER TIRE REPAIR	15.00
12/29/2016	2	169060	MEMBER	MECRA	DC MI ELECTRONIC COURT REPORTERS MEMBERS	130.00
12/29/2016	2	169061	MISC-PA	INDEPENDENT NEWSPAPER GROUP	PA PUBLICATION OF HEARING FERO/DAVIS	51.50
12/29/2016	2	169062	MISC-PA	THE HOUGHTON LAKE RESORTER	PA PUBLICATION OF HEARING DAVIS/FERO	45.00
12/29/2016	2	169063	MOW	MICHIGAN OFFICEWAYS INC	MSU SHIPPING TAPE, 3 HOLE PUNCH, PAPER T	320.19
12/29/2016	2	169064	NOF	NATIONAL OFFICE PRODUCTS	AD NAME PLATES NEW COMMISSIONERS	37.50
12/29/2016	2	169065	NORCHEM	NORCHEM DRUG TESTING	DC DRUG TESTING	158.00
					DC DRUG TESTING	15.90
						<u>173.90</u>
12/29/2016	2	169066	OFF DEPOT	OFFICE DEPOT	SD DIVIDERS, BATTERIES, MEMO BOOK, LEGAL	45.14
					SD LIGHTNING USB CABLE	13.59
						<u>58.73</u>
12/29/2016	2	169067	OFF DEPOT	OFFICE DEPOT	DC CHAIRMAT	152.99
12/29/2016	2	169068	PACC	PROSECUTING ATTORNEYS	DC ELECTRONIC PACC WARRANT MANUAL	100.00
12/29/2016	2	169069	PAETEC	PAETEC	IS PHONE SERVICE 2734148 NOV 2016	249.44
12/29/2016	2	169070	PAETEC	VOID		
12/29/2016	2	169071	ROMS AUTO	RON'S AUTO & WRECKER SERVICE	SRR BUS #212 HEAVY DUTY WINCHING & MILEA	200.00
12/29/2016	2	169072	RWS	REPUBLIC SERVICES #239	MA LANDFILL CHARGES	44.23
12/29/2016	2	169073	SHERWIN	SHERWIN-WILLIAMS	MA CCHS ANIMAL SHELTER PAINT	215.20
					MA CCHS ANIMAL SHELTER PAINT	262.95
						<u>478.15</u>
12/29/2016	2	169074	SOM-MIDEAL	STATE OF MICHIGAN	AD MICHIGAN DELIVERING EXT AGREEMENT LOC	230.00
12/29/2016	2	169075	SPEEDWAY	SPEEDWAY SUPER AMERICA LLC	SRR FUEL CHARGES 11/18-12/19	396.14
12/29/2016	2	169076	STRAITS	STRAITSLAND RESORTER	AD HELP WANTED ADS/BOC MTG MINUTES	33.16
12/29/2016	2	169077	TPS	TAYLOR POWER & SUPPLY	MA CARB KIT, STIHL BLOWER	146.95
					MA GAS LINE	3.89
						<u>150.84</u>
12/29/2016	2	169078	TREAS	CHEBOYGAN COUNTY TREASURER	PR EMP FRINGE & DEDUCTIONS PE 12/24	116,057.59
12/29/2016	2	169079	WHEELER	WHEELER MOTORS INC	AD MOUNT & BALANCE SNOW TIRES #15	30.00
12/29/2016	2	169080	APEX	APEX SOFTWARE	EQ SOFTWARE SUPPORT 2017	940.00
12/29/2016	2	169081	CCE	CCE CENTRAL DISPATCH AUTHORITY	FN 4% PHONE SURCHARGE COLLECTED DEC 2016	212.46
12/29/2016	2	169082	EKDAHL	MICHAEL J EKDAHL	CC DGC DEFENSE ATTY DRUG COURT DEC 2016	150.00
12/29/2016	2	169083	GILB	JAMES L GILBERT	CC #16-5273-FH JENNI DOMINOWSKI	870.00
12/29/2016	2	169084	GRAINGER	WW GRAINGER	MA DOOR LEVER LOCKSET	142.45
12/29/2016	2	169085	ICLE	ICLE	LL MI COURTROOM EVIDENCE NOV UPDATE	104.50
12/29/2016	2	169086	ICLE	ICLE	CC MI REAL PROPERTY LAW 2016 SUPP	104.50
12/29/2016	2	169087	LISS D	DIANE LISSFELT LMSW, ACSW, CAAC	CC DGC COUNSELING SERVICES DEC 2016	90.00
12/29/2016	2	169088	MICKEYS	MICKEY'S MINI MART	CC DONUTS FOR TRIAL	18.99
					CC DONUTS	9.99
						<u>28.98</u>
12/29/2016	2	169089	OFF DEPOT	OFFICE DEPOT	CC PROBATION MOUSE/PENS	39.06
					CC PROBATION PLANNERS	27.62

v

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
						66.68
12/29/2016	2	169090	PAGE S	SALLY PAGE	CC TRANSCRIPT CHARGES #15-5096-FH PEO VS	267.90
12/29/2016	2	169091	PITNEY-SUP	PITNEY BOWES INC	MA INK CARTRIDGE FOR POSTAGE MACHINE	169.99
12/29/2016	2	169092	PSYCH	PSYCHNORTH	CC DGC PSYCHIATRIC EVAL	260.00
12/29/2016	2	169093	SALVATION	SALVATION ARMY	CC DGC SUPERVISION FEES OCT-DEC 2016	1,300.00
12/29/2016	2	169094	WEST-CC	THOMSON REUTERS - WEST	CC LIBRARY PLAN CHARGES 11/5-12/4/16	92.45
12/29/2016	2	169095	WEST-LL	THOMSON REUTERS - WEST	LL LIBRARY PLAN INFORMATION CHARGES NOV	776.05
12/29/2016	2	169096	WEST-LL	THOMSON REUTERS - WEST	LL LIBRARY PLAN CHARGES 11/5-12/4/16	321.67
12/29/2016	2	169139	DANI K	KAREN DANIEL	DHS BOARD MTG 12/28/16	48.64
12/29/2016	2	169140	DELL	DELL	IS FOC REPLACEMENT	727.49
12/29/2016	2	169141	FITZNER	STEVEN FITZNER	CCD CONSERVATION MTG 12/21/16	40.00
12/29/2016	2	169142	INK & TONE	INK & TONER ALTERNATIVE	IS FOC 2 PRINTERS	700.00
12/29/2016	2	169143	ORMS B	LEROY ORMSBEE	CCD CONSERVATION MTG 12/21/16	40.00
12/29/2016	2	169144	REIM C	CARL REIMANN	CCD CONSERVATION MTG 12/21/16	40.00
12/29/2016	2	169145	SCHW J	JEAN SCHWIND	DHS BOARD MTG 12/28/16	50.80
12/29/2016	2	169146	TEBO L	LESLIE TEBO	DHS BOARD MTG 12/28/16	40.00
12/29/2016	2	169182	ALEX N	NATE ALEXANDER	CF B&R FEATURE 2ND PLACE	976.00
12/29/2016	2	169183	BALD E	ERIC BALDINO	CF MUD RUN CLASS 8 1ST PLACE	666.00
12/29/2016	2	169184	GUYE P	PAUL GUYETTE	CF B&R FEATURE 3RD PLACE	756.00
12/29/2016	2	169185	JONE C	CORNELL JONES	CF CONTRACTUAL SERVICES	1,170.00
12/29/2016	2	169186	KAIS N	NICK KAISER	CF B&R FEATURE 1ST PLACE	1,416.00

2 TOTALS:

Total of 375 Checks:

1,028,948.84

Less 6 Void Checks:

0.00

Total of 369 Disbursements:

1,028,948.84

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
Bank 3 TAX REVOLVING FUND						
12/01/2016	3	6926	DEEDS	REGISTER OF DEEDS	TR RECORD REDEMPTION CERTIFICATES	1,080.00
12/01/2016	3	6927	TREAS	CHEBOYGAN COUNTY TREASURER	PR EMP FRINGE & DEDUCTIONS PE 11/26	1,435.15
12/12/2016	3	6928	DEEDS	REGISTER OF DEEDS	TR RECORD REDEMPTION CERTIFICATES	390.00
12/12/2016	3	6929	TREAS	CHEBOYGAN COUNTY TREASURER	TR INTEREST EARNED IN 2014 TO GENERAL FU	21,929.00
12/12/2016	3	6930	TREAS	CHEBOYGAN COUNTY TREASURER	TR FORCLOSURE FUND REIMBURSE TR SALARY 2	6,645.00
12/15/2016	3	6931	PITNEY	PITNEY BOWES LEASE	TR POSTAGE MACHINE RENTAL	1,460.10
12/15/2016	3	6932	TREAS	CHEBOYGAN COUNTY TREASURER	PR FRINGE & DEDUCTIONS PE 12/10	1,227.21
12/16/2016	3	6933	MISC-BOR	BARBARA SCHULTZ	TR PRE GRANTED DBOR 140-001-100-004-00	951.78
12/16/2016	3	6934	MISC-BOR	VERNON BRYANT	TR PRE GRANTED DBOR 104-02-102-011-00	101.22
12/16/2016	3	6935	MISC-BOR	FRED KIOGIMA	TR PRE GRANTED DBOR 120-018-400-007-00	2,458.14
12/16/2016	3	6936	MISC-BOR	DAVID CHAPMAN	TR PRE GRANTED DBOR 120-G25-000-011-00	7,401.31
12/16/2016	3	6937	MISC-BOR	EDDIE & THERESE SLANEC	TR PRE GRANTED DBOR 130-013-001-001-00	83.88
12/16/2016	3	6938	MISC-BOR	ROBERT & BARBARA FISHER	TR PRE GRANTED DBOR 011-028-200-009-00	2,890.07
12/16/2016	3	6939	MISC-BOR	GAYE THOMPSON	TR PRE GRANTED DBOR 011-M05-000-034-00	2,047.15
12/16/2016	3	6940	TITLE CK	TITLE CHECK LLC	TR 1/12TH OPT IN ADMINISTRATION FEES	1,949.28
12/22/2016	3	6941	BAMLC	B AND M LAWN CARE	TR GRASS CUTTING ON FORECLOSED PROPERTIE	75.00
12/22/2016	3	6942	MISC-BOR	MARK MCCLUTCHEY	TR PRE GRANTED DBOR	6,169.11
12/28/2016	3	6943	MSPC	MORNING STAR PUBLISHING CO	TR TITLE SEARCH FEE	630.34
12/29/2016	3	6944	DEEDS	REGISTER OF DEEDS	TR RECORD REDEMPTION CERTIFICATES	300.00
12/29/2016	3	6945	TREAS	CHEBOYGAN COUNTY TREASURER	PR EMP FRINGE & DEDUCTIONS PE 12/24	1,250.06

3 TOTALS:

Total of 20 Checks:	60,473.80
Less 0 Void Checks:	0.00
Total of 20 Disbursements:	60,473.80

01/05/2017 03:22 PM
User: DWREGGLESWORTH
DB: Cheboygan

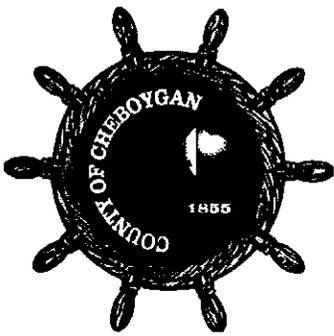
CHECK REGISTER FOR CHEBOYGAN COUNTY
CHECK DATE FROM 12/01/2016 - 12/31/2016

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
Bank 5 COUNTY ROAD TRANSFERS						
12/29/2016	5	2100745	CTY ROAD	CHEBOYGAN CTY ROAD COMMISSION	CCR COUNTY ROAD TRANSFER 12/1/16	260,975.49
12/29/2016	5	2100746	CTY ROAD	CHEBOYGAN CTY ROAD COMMISSION	CCR COUNTY ROAD TRANSFER 12/6/16	97,737.38
12/29/2016	5	2100747	CTY ROAD	CHEBOYGAN CTY ROAD COMMISSION	CCR COUNTY ROAD TRANSFER 12/15/16	120,223.59
12/29/2016	5	2100748	CTY ROAD	CHEBOYGAN CTY ROAD COMMISSION	CCR COUNTY ROAD TRANSFER 12/20/16	120,208.16
12/29/2016	5	2100749	CTY ROAD	CHEBOYGAN CTY ROAD COMMISSION	CCR COUNTY ROAD TRANSFER 12/28/16	265,397.17
5 TOTALS:						
Total of 5 Checks:						864,541.79
Less 0 Void Checks:						0.00
Total of 5 Disbursements:						864,541.79

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
Bank 9 INMATE ACCOUNT						
12/02/2016	9	9985	INMATE	SHERIFF INMATE TRUST	INMATES MONEY PAYABLE	0.45
12/02/2016	9	9986	INMATE	SHERIFF INMATE TRUST	INMATES MONEY PAYABLE	5,502.80
12/07/2016	9	9987	INMATE	SHERIFF INMATE TRUST	INMATES MONEY PAYABLE	200.00
12/13/2016	9	9988	INMATE	SHERIFF INMATE TRUST	INMATES MONEY PAYABLE	425.00
12/13/2016	9	9989	INMATE	SHERIFF INMATE TRUST	INMATES MONEY PAYABLE	30.00
12/19/2016	9	9990	INMATE	SHERIFF INMATE TRUST	INMATES MONEY PAYABLE	500.00
12/19/2016	9	9991	INMATE	SHERIFF INMATE TRUST	INMATES MONEY PAYABLE	93.00
12/19/2016	9	9992	INMATE	SHERIFF INMATE TRUST	INMATES MONEY PAYABLE	151.00
12/28/2016	9	9993	INMATE	SHERIFF INMATE TRUST	INMATES MONEY PAYABLE	7,626.89
12/28/2016	9	9994	INMATE	SHERIFF INMATE TRUST	INMATES MONEY PAYABLE	500.00
12/28/2016	9	9995	INMATE	SHERIFF INMATE TRUST	INMATES MONEY PAYABLE	222.00
12/28/2016	9	9996	INMATE	SHERIFF INMATE TRUST	INMATES MONEY PAYABLE	300.00
12/28/2016	9	9997	INMATE	SHERIFF INMATE TRUST	INMATES MONEY PAYABLE	3,325.90

9 TOTALS:

Total of 13 Checks:	18,877.04
Less 0 Void Checks:	0.00
Total of 13 Disbursements:	18,877.04



Cheboygan County

Board of Commissioners' Meeting

January 10, 2017

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

Summary:

2016 Budget Adjustments

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

- Due to the addition of a deferred compensation 457 match for a Circuit Court employee, the fringe budget is insufficient. This budget adjustment decreases the Carried Forward Fund Equity expenditure line item and increase the Fringe expenditure line item by \$32.
- During the 2016 budget process, the number of overtime hours in the Correction's Department was underestimated. This budget adjustment decreases Fringe expenditure line item and increases the Overtime expenditure line item by \$272.
- During the budget process, an estimate is made for each category of staff – Administrative, Dispatchers and Operators (Drivers) for all full and part time positions; however, the Director moves staff to provide adequate coverage throughout the year. To accommodate the staffing requirements to run the bus system; Straits Regional Ride needs to transfer budget between pay classifications. This budget adjustment decreases the Part-Time Operators expenditure line item and increases the Full-Time Operators and Part-time Dispatchers expenditures line items by a total of \$2,379.

2017 Budget Adjustments

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

- Due to the retirement of the Victim's Rights Coordinator and the subsequent reclassification of job responsibilities for the Legal Secretary/Juvenile Victims' Rights Advocate's position in the Prosecutor's Office, there needs to be a reallocation of wage and fringe from the Victim's Rights Department to the Prosecutor's Office Department. This change has resulted in a saving for 2017 in the amount of \$1,957. The Prosecutor is requesting to use this savings to provide some overtime hours for other staff to help train and assist the new staff. This budget adjustment decreases the Full-time and Fringe expenditure line items in the Victim's Rights Department and increases the Full-time, Fringe and Overtime expenditure line items in the Prosecutor's Department by \$16,564. *(Note: This does not require a wage resolution amendment as union employee pay is not listed on the wage resolution.)*

- The Circuit Court Clerk transferred from the Clerk's Department to fill a Clerk vacancy in the Prosecutor's Office in December. This resulted in a vacancy in the Clerk's Department. The Deputy Clerk resigned in December 2016 creating another vacancy in this department. These vacancies are in the process of being filled; however, have created excess budget in 2017. Furthermore, when the new Circuit Court Clerk is hired, the starting pay will be reduced based on union contract from the 1 year rate to the beginning rate. This will also create excess budget in 2017. Judge Pavlich has offered to temporarily increase his 35 hour per week employee to 40 hours per week for 8 weeks to help cover some of the responsibilities. This will require a transfer of full-time wage and fringe from the Clerk's Department to the Circuit Court. The Clerk has requested to transfer the remaining savings of \$3,430 from full-time to overtime to allow the Senior Court Clerk additional hours to keep up with the work load and train the new employees. This budget adjustment decreases the Full-time and Fringe expenditure line items in the Clerk's Department and increases Full-time and Fringe expenditures line items in the Circuit Court and the Overtime expenditure line item in the Clerk's Department, providing for approximately 10 hours of Overtime pay per week for eight weeks for the Senior Court Clerk (\$2,081) and an additional \$1,349 to be used by Clerk Department staff at the discretion of the County Clerk. *(Note: This does not require a wage resolution amendment as these changes are temporary due to the existing vacancies which will be filled on a permanent basis.)*

Financial Impact:

None – inter-department budget transfers, no additional appropriations.

Recommendation:

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

Prepared by: Kari Kortz

Department: Finance

INTERBUDGET TRANSFERS and / or APPROPRIATIONS

DEPARTMENT	OPERATION	AMOUNT	FROM (Line Item # and Name)	TO (Line Item # and Name)
Circuit Court	TRANSFER	\$32.00	101-131-718.00	101-131-712.00
			Full time	Fringe
Judge Pavlich started deferred comp with county match in Feb-				
wasn't budgeted	PREPARED BY: Diane Ogden			

Approved at the 1/10/17 Board of Commissioner's Meeting - Wage Related

Signed

(W)

12/29/2016

Date

INTERBUDGET TRANSFERS and / or APPROPRIATIONS

DEPARTMENT	OPERATION	AMOUNT	FROM (Line Item # and Name)	TO (Line Item # and Name)
Corrections	TRANSFER	\$272.00	101-351-712.00	101-351-704.05
			Fringe	Overtime
used more overtime in Dec than anticipated				
	PREPARED BY: Diane Ogden			

Approved at the 1/10/17 Board of Commissioner's Meeting - Wage Related

Signed



12/28/2016

Date

INTERBUDGET TRANSFERS and / or APPROPRIATIONS

<i>DEPARTMENT</i>	<i>OPERATION</i>	<i>AMOUNT</i>	<i>FROM (Line Item # and Name)</i>	<i>TO (Line Item # and Name)</i>
Straits Regional Ride	TRANSFER	\$2,362.00	588-599-719.01	588-599-718.01
			Part Time Operators	Full Time Operators
Straits Regional Ride	TRANSFER	\$17.00	588-599-719.01	588-599-719.03
			Part Time Operators	Part Time Dispatchers
	PREPARED BY: Diane Ogden			

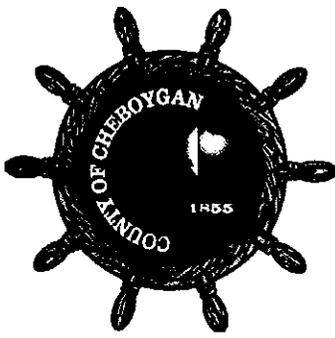
Approved at the 1/10/17 Board of Commissioner's Meeting - Wage Related

Signed



12/29/2016

Date



Cheboygan County

Board of Commissioners' Meeting

January 10, 2017

Title: Budget Adjustments – Raise Revenues and Expenditures

Summary:

2016 Budget Adjustments

Termination Liability Fund – Fund 105 and General Fund – Fund 101

Due to several retirements during 2016, the County exhausted its available balance in the Termination Liability Fund. Additional funding is required this fiscal year to ensure a positive fund balance at year end. This budget adjustment raises the Fund Equity revenue line item and the Transfer Out to Fund 105 expenditure line item by a total of \$2,700 in the General Fund. This budget adjustment also raises Contribution from Other Funds revenue line items and the Termination Check and Fringe expenditure line items in the Termination Liability Fund by a total of \$2,700.

Michigan Veteran's Trust Fund – Fund 294

Eligible Cheboygan County veterans' are provided assistance through the Michigan Veteran's Trust Fund. During 2016, more assistance has been requested and provided than included during the 2016 budget process. This budget adjustment raises the other revenue line item and the expenditure control line item by \$760.

Jail Commissary Fund – Fund 595

The activity in the Jail Commissary Fund has exceeded the 2016 budget. This budget adjustment raises the Jail Commissary revenue line item and the Inmate Supplies expenditure line item by a total of \$10,000.

2017 Budget Adjustments

General Fund – Fund 101

Department 301

The Sheriff's Department has received grants specifically for use on drug investigation. There was a remaining balance in this line as of December 31, 2016. This balance needs to be carried over to be used during the 2017 fiscal year. This budget adjustment raises the Fund Equity revenue line item and Drug Investigation expenditure line item by \$3,839.

The Sheriff's Department has received drug forfeitures. There was a remaining balance in this line as of December 31, 2016. This balance needs to be carried over to be used during the 2017 fiscal year. This budget adjustment raises the Fund Equity revenue line item and Drug Forfeiture Activities expenditure line item by \$5,461.

County Road Commission - Fund 201

At the time the 2017 County Budget was adopted the Road Commission had yet to approve their 2017 budget; therefore, the prior year's budget was included as a placeholder. This fund is a flow-through for the County. This budget adjustment will adjust the 2017 County Road Commission Fund Budget to match the budget approved by the Cheboygan County Road Commission. This budget adjustment increases the Revenue Control revenue line item and the Withdrawal Transfers expenditure line item by \$1,078,088.

Financial Impact:

2016 Budget Adjustments

Fund 101 total budget increase of \$2,700
Fund 105 total budget increase of \$2,700
Fund 294 total budget increase of \$760
Fund 595 total budget increase of \$10,000

Total budget increase of \$16,160

2017 Budget Adjustments

Fund 101 total budget increase of \$9,300
Fund 201 total budget increase of \$1,078,088

Total budget increase of \$1,087,388

Recommendation:

Motion to approve the budget adjustments to raise revenues and expenditures in the 2016 budget for \$16,160 and raise revenues and expenditures in the 2017 budget for \$1,087,388 in the line items provided in the following attachments.

Prepared by: Kari Kortz

Department: Finance

RAISE REVENUE AND EXPENDITURE

Termination Liability Fund - Fund 105

105-400-676.00	\$2,700.00 +
Contributions from Other Funds	
105-215-700.26	\$2,200.00 +
Termination Check	
105-215-712.00	\$500.00 +
Fringe	

General Fund - Fund 101

101-400-699.00	\$2,700.00 +
Fund Equity	
101-902-963.03	\$2,700.00 +
Transfer To Termination Liability Fund #105	

Signed: Approved at the 1/10/17 BOC Meeting

Prepared by: Kari Kortz 

Post Date: 12/28/2016

12/29/2016

RAISE REVENUE AND EXPENDITURE

Veteran's Trust Fund - Fund 294

294-400-630.00 \$760.00 +
Other Revenue

294-683-700.00 \$760.00 +
Expenditure Control

Signed: Approved at the 1/10/17 BOC Meeting

Prepared by: Kari Kortz



Post Date: 12/28/2016

12/15/16

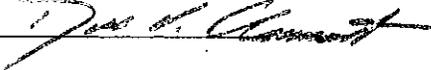
RAISE REVENUE AND EXPENDITURE

595 Jail Commissary

595-400-626.00	
Jail commissary fund	\$10,000.00+

595-351-727.03	
Inmate supplies	\$10,000.00+

Adjustment for inmate supplies

Signed 

Prepared by: Jodi Beauchamp

Approved as the 1/10/17

BOC M-y. (112)

Post Date 12/15/16

RAISE REVENUE AND EXPENDITURE

General Fund - Fund 101 - Sheriff's Department (301)

101-400-699.00	\$3,839.00 +
Fund Equity	
101-301-744.08	\$3,839.00 +
Drug Investigation	

Grant funds were received in prior years and were designated to be used for enforcement and/or education of the prescription drug abuse problem in Chebogyan County. The remaining balance was not budgeted to rollforward. This budget adjustment creates an appropriation in the amount of funds remaining (not spent) as of December 31, 2016.

Budget Remaining as of 12/31/16	3839.19 Per BS&A
2016 Budget - Carry Forward Should Be	3839.19
Amount Included in the 2017 Budget	<u>0.00</u>
Amendment Required	<u><u>3839.00</u></u> Round to the nearest dollar

Signed: Approved at the 1/10/17 BOC Meeting

Prepared by: Kari Kortz



Post date: 1/3/2017

RAISE REVENUE AND EXPENDITURE

County Road Fund - Fund 201

201-400-400.00 Revenue Control	1,078,088.00 +
201-253-700.50 Withdrawal Transfers	1,078,088.00 +

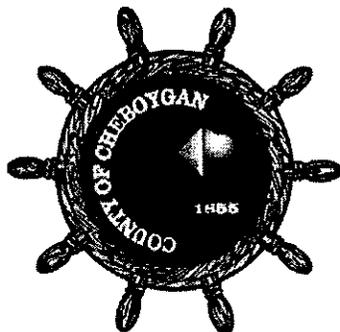
Signed: Approved at the 1/10/17 BOC Meeting

Prepared by: Kari Kortz



Post date: 1/3/2017

Per Cheboygan County Road Commission 2017 Budget	
MI Transportation Funds - Primary	2,510,141
MI Transportation Funds - Local	2,172,958
MI Transportation Funds - Engineering	10,000
MI Transportation Funds - Snow	143,000
State/Federal Funds - Forest	119,635
US Fish Wildlife Service	-
Safety Funds/STP/Federal	232,206
MDOT Maintenance and Non-Maintenance	<u>1,901,063</u>
Total	<u>7,089,003</u>
Amount Included in the 2017 Budget	<u>6,010,915</u>
Amendment Required	<u><u>1,078,088</u></u>



98

Cheboygan County Board of Commissioners' Meeting

January 10, 2016

Title: Broken Horn Rodeo	
Summary: Contract to hold rodeo event on August 9, 2017. The event would feature seven rodeo acts. Rodeo carries liability insurance and all participants will be required to sign a waiver of liability. Civil Counsel has reviewed this contract in the past which has remained the same.	
Financial Impact: \$13,000 from Fair Budget for service (\$500 increase from 2016).	
Recommendation: Motion to approve the Broken Horn Rodeo Agreement and authorize the Chair to sign.	
Prepared by: Jeffery B. Lawson	Department: Administration



BROKEN HORN RODEO

Keeping An American Tradition Alive

4489 Tyler Rd.

Ripley, Ohio 45167

Office: (937) 392-4608 • Home: (937) 392-4932

Jim's Cell: (513) 309-5371 • Sandy's Cell: (513) 313-5086

RODEO CONTRACT

THIS AGREEMENT, made this 17 day of December, 20 14, by and between

Cheboygan County Fair

204 E. Lincoln Ave. Cheboygan, MI 49721

of the City of Cheboygan State of Michigan, party of the first part, and **BROKEN HORN RODEO**, party of the second part, is as follows:

Party of the first part does hereby engage the party of the second part to furnish Acts as follows:

- | | | |
|---|--|---|
| <input checked="" type="checkbox"/> Bareback | <input checked="" type="checkbox"/> Calf Roping | <input checked="" type="checkbox"/> Steer Wrestling |
| <input checked="" type="checkbox"/> Saddle Bronc | <input checked="" type="checkbox"/> Cowgirls Barrel Race | <input checked="" type="checkbox"/> Team Roping |
| <input checked="" type="checkbox"/> Bull Riding | <input type="checkbox"/> Optional Events | <input type="checkbox"/> Insurance |
| <input checked="" type="checkbox"/> Contract Act | <input type="checkbox"/> Cowgirl Goat Tying | <input type="checkbox"/> Cowgirl Breakaway Roping |
| <input checked="" type="checkbox"/> Added Money \$ <u>4500.00</u> | | |

Party of the second part does hereby engage the party of the first part to furnish acts as follows:

- | | | |
|---|---|---|
| <input checked="" type="checkbox"/> Water for Stock | <input checked="" type="checkbox"/> Tractor or Loader for unloading chutes | <input checked="" type="checkbox"/> Electricity |
| <input checked="" type="checkbox"/> Posters (250) | <input checked="" type="checkbox"/> Insurance <u>*TRACTOR TO WORK ARENA</u> | <input checked="" type="checkbox"/> Ambulance |

Performances to be given by above company, for ONE DAY starting 8-9 20 17, at the time of 7:00 pm ~~5:00~~ performances and ending the 19 day of August 20 17, and to pay said party of the second part the sum of Thirteen Thousand Dollars (\$ 13,000.00) for the ONE days, and to be paid in payments in cash as follows:

\$9,000.00 cash 4 hours prior to start of performance - Balance due cash or check after Rodeo.

Party of the second part agrees to have their acts perform to the best of their ability at all times, in suitable wardrobe, and in a correct, painstaking manner. It is understood and agreed that there shall be no deductions in salary on account of bad weather.

It is further agreed that party of the second part shall make no claim of any kind upon the party of the first part, for damages from injuries sustained in the performance of their acts through accidental means or otherwise.

The party of the second part reserves the right to make a substitution of an act or acts in the event a situation arise beyond our control which prohibits the act or acts from being able to appear. The party of the second part agrees that any act or acts that must be substitutes are to be of the same quality and equivalent in price.

BROKEN HORN RODEO

will help you promote and sell advertising.

Special remarks: [] Promotion

2 Prizes needed for stick horse races 5+ WALK & SWIM to 9-yrs. of age. CTR has right to sell more medals at Rodeo - Ex. Dan's approval \$500. more to make Bull riding \$1000 Added.

Signed

[Signature]
Representing the Party of the First Part

Signed

[Signature]
Representing the Party of the Second Part

2017 ADDENDUM TO EXHIBITOR CONTRACT

This addendum to the exhibitor's contract and the exhibitor's contract are effective and binding on the last date entered below by the signatories to this addendum and exhibitor's contract, ("Exhibition Agreement"), unless otherwise provided in Paragraph 4 below, by and between the Cheboygan County Fair Board (hereafter "Fair Board") P.O. Box 70, 870 South Main Street, Cheboygan, MI 49721, and Broken Horn Rodeo (hereafter, Exhibitor), 4489 Tyler Road, Ripley, OH 45167 (937)392-4608 or (513)309-5371 and in consideration of the mutual covenants and promises contained herein the parties agree as follows:

1. ADDENDUM CONTROLS

The parties anticipate entering into an Exhibition Agreement with regard to 2017 Cheboygan County Fair. The terms of this addendum are deemed by the parties to be terms of the exhibitor's contract (Exhibition Agreement) and where the terms of the exhibitor's contract and this addendum conflict, the terms of this addendum shall control.

2. PROVISION OF INSURANCE

Exhibitor shall provide to the Fair Board a copy of the declarations page of a valid, paid up policy of general liability insurance which names "**Cheboygan County, Its Officers, Agents, Boards, Commissions and Employees**" as additional insured, and which has a face amount of at least \$1,000,000 per occurrence. This declarations page, and the declaration page of Exhibitor's liability policy shall be provided to the Fair Board at least one month prior to the first day of the Cheboygan County Fair.

3. ASSIGNMENT

This Exhibition Agreement (addendum and contract) may not be assigned or sublet without the prior written approval of the parties.

4. REVIEW AND ACCEPTANCE OF AGREEMENT

The Exhibition Agreement shall be effective on the last date entered below by the Fair Board and Exhibitor.

5. PARTICIPANT WAIVERS

Depending on the event and not including the carnival show, the Exhibitor will require each participant or crew member in the event to knowingly and intelligently execute a release, approved in advance by the civil counsel for Cheboygan County, which specifically waives any claim or liability as against the Fair Board, Cheboygan County, their officers, agents or employees, for any damage, up to and including death, loss of income, loss of consortium, or any other claim as a result of involvement or participation in Exhibitor's activities on the fairgrounds.

6. CREW MEMBERS AND FAIR PERSONNEL

If a Cheboygan County Fair employee, agent, servant, contractor or volunteer is assigned to perform work during the event itself for the Contractor or is supervised by the Contractor during the event itself, the Contractor shall be the employer, supervisor, or master of that person(s). A crew member shall include only those persons, agents, servants, contractors or volunteers who are brought to the exhibition or employed by the Contractor, with or without compensation, and who have not been supplied by the Fair or the County, to aid in the presentation of the exhibit.

7. INDEPENDENT CONTRACTOR

The Exhibitor represents and agrees that it is an independent contractor with respect to its relationship with the Fair Board and the County of Cheboygan.

8. INDEMNIFICATION

Exhibitor agrees to indemnify, hold harmless and defend the Fair Board, the County of Cheboygan, its agents, assigns, insurance companies, and employees for any claims made of damages in any way arising from the Exhibitor use or occupancy of the fairgrounds or violation of this Agreement, including the costs of any litigation or other legal proceeding, and reasonable attorneys fees as provided by or through the Exhibitor's insurance policy and if none available the by the Exhibitor. This provision shall apply to any claims by Exhibitor, its agents or any other third party or any person, business or other entity deriving any and all claims through or on behalf of the Exhibitor in performance of the Exhibition Agreement, as described above.

This provision shall not apply to the extent that such claims by the Exhibitor or third parties arise from the breach of this Exhibition Agreement or are due to the sole and exclusive negligence, or willful misconduct by the Fair Board, the County of Cheboygan, or their respective agents, employees, or assigns.

9. MISCELLANEOUS

- A. The premises covered by this Agreement shall not be used for any unlawful purpose.
- B. The Exhibitor shall abide by all federal, state and local laws in respect to the operation of a business on the premises and in respect to the manner in which it uses the premises.
- C. Exhibitor agrees that if the interest created by this Agreement shall be taken in execution or by other process of law or if Exhibitor shall become bankrupt or insolvent, according to law, or any receiver be appointed for the business or property of the Exhibitor, or if any assignment shall be made of Exhibitor's property for the benefit of creditors, then and in such event, this agreement may be cancelled at the option of the Fair Board.
- D. This Exhibition Agreement has been approved in advance by Exhibitor, and Exhibitor has or will have had the opportunity to review the Exhibition Agreement with legal counsel. If Exhibitor is a corporation, its execution of this Exhibition Agreement has

been approved in advance in accord with its bylaws, and the party executing on behalf of Exhibitor has the legal authority to do so and to bind the Exhibitor.

- E. If any provisions of this agreement shall be declared invalid or unenforceable, the remainder of the Exhibition Agreement shall continue in full force or effect.
- F. This Exhibition 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.
- G. The Cheboygan County Fair Board has been authorized by Cheboygan County to execute this agreement.
- H. This contract is to be construed pursuant to the laws of the State of Michigan.

IN WITNESS WHEREOF this addendum has been executed on the day and year set forth below.

IN THE PRESENCE OF:

**The Cheboygan County
Fair Board**

Witness

By: Ron Williams
Its: President

Dated: _____

Exhibitor

Witness

By:
Its:

Dated: _____

Approved as to form:

**Tony Matelski, Chair
Cheboygan County Board of Commissioners**

Dated: _____

**CHEBOYGAN COUNTY BOARD OF COMMISSIONERS
FINANCE BUSINESS MEETING
December 13, 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, Cal Gouine, Tony Matelski, John Wallace, and Sue Allor

Absent: None

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

Commissioner Redmond removed Item 13 – J *Appointment of Remonumentation Grant Administrator* from New Business until next year.

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

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

- A. Approve Monthly Finance Claims (Finance Total = 250,000; Prepaid Total = \$716,353.78)
- B. Budget Adjustments
- C. Straits Regional Ride – Letter of Understanding
- D. Correspondence
 - 1. NEMCOG 2016 Bylaws
 - 2. NEMCOG Regional Project Review December 2016
- E. Minutes:
 - 1. Committee of the Whole Meeting of October 25, 2016; Finance/Business Meeting of November 8, 2016; and Committee of the Whole Meeting of November 22, 2016
 - 2. Health Board – 10/18/16
 - 3. NEMCSA – 10/7/16
 - 4. NEMCOG – 10/20/16
 - 5. North Country Community Mental Health – 10/20/16
 - 6. NLEA November and December President's Report
 - 7. Board Appointments & Procedures Committee – 12/7/16
 - 8. Cheboygan County Fair Board – 9/12/16
 - 9. Cheboygan County Road Commission – 11/3/16 & 11/17/16
 - 10. Cheboygan City Council – 10/25/16
 - 11. Planning Commission Meeting – 10/19/16, 11/2/16 & 11/16/16
 - 12. ZBA – 10/26/16

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

Public hearing opened at 9:33 AM

Commissioner Redmond opened public hearing regarding the proposed 2017 Cheboygan County Budget. Finance Director Kortz highlighted the 2017 proposed budget contents and process for those in attendance. She stated that the public hearing is the last step in the budget process before budget adoption.

Finance Business Meeting – December 13, 2016

Scott Swanson, owner of the Straitsland Resorter newspaper, requested additional information regarding the general fund transfer for 2017 and what the general fund balance remains at. Finance Director Kari Kortz stated that the undesignated fund balance is well over \$7 million and that Cheboygan County sits at about 70% coverage of annual expenditures in the general fund balance. Mr. Swanson asked if the general fund balance was diminishing. Ms. Kortz stated the general fund balance has not decreased in any year that she has been with the County in her capacity but that this could be the first year that we do see a slight decrease. Ms. Kortz clarified that a budget is just a projection and expenditures and revenues are projected conservatively.

Commissioner Redmond closed the public hearing regarding the proposed 2017 Cheboygan County Budget.

Public hearing closed at 9:41 AM

CITIZENS COMMENTS

Jon Leslie, a citizen of Beaugrand Township, addressed the Board regarding an article he distributed to the Board. He stated it occurred to him that individuals need to see that things are on their level, where it can happen to them, so he started a series and this is the first of that series in addition to foundations that he has laid down including the foundation that there are “haves and have nots”. Mr. Leslie stated that the “haves” are usually referred to in discussion as “they” and everyone gets along with that but that we need to be distinct and see that some people have things that can lever us and the Board of Commission and wherever there can be leverage. Mr. Leslie proposed that everyone is a “have” by owning their own property and house and that you can bear arms and free speech. Mr. Leslie stated that things that happen to others in the U.S. can happen to us.

SCHEDULED VISITORS

Commissioner Redmond stated certificates of appreciation would be presented to five individuals who will be leaving county government for various reasons, including retirement.

Administrator Jeff Lawson and Clerk/Register Mary Ellen Tryban presented a Certificate of Appreciation to Chief Deputy Clerk/Register Amber Libby for her 5 years of service with Cheboygan County. Clerk/Register Tryban thanked Libby for her time with the Cheboygan County Clerk/Register's Office as her Chief Deputy. Administrator Lawson also thanked Libby for her time with the Cheboygan County Clerk/Register's Office and pointed out she has many opportunities ahead of her.

Administrator Jeff Lawson and Commissioner Redmond presented a Certificate of Appreciation to County Treasurer Linda Cronan for her 34+ years of service with Cheboygan County. Commissioner Redmond stated that Treasurer Cronan started in the County Clerk's Office and has maintained her legacy as the elected County Treasurer since 1985. Commissioner Redmond on behalf of the Cheboygan County Board of Commissioners thanked Treasurer Cronan for all of her years of service. Treasurer Cronan stated that she has an excellent replacement in Buffy Weldon who will fill the position without skipping a beat.

Administrator Jeff Lawson and Commissioner Redmond presented a Certificate of Appreciation to County Clerk/Register of Deeds Mary Ellen Tryban for her 40+ years of service with Cheboygan County. Commissioner Redmond stated that Clerk/Register Tryban started in the County Equalization Department and has been the elected County Clerk/Register since 2001. Commissioner Redmond on behalf of the Cheboygan County Board of Commissioners thanked Clerk/Register Tryban for all of her years of service. Clerk/Register Tryban stated that it has been a pleasure working with the Board of Commissioners and all of the township boards during her time with Cheboygan County. She stated her employment with Cheboygan County started exactly 40 years ago today – December 13th, 2016 and that she has loved every minute of it.

Administrator Jeff Lawson and Commissioner Redmond presented a Certificate of Appreciation to County Commissioner Bruce Gauthier for his two terms of service with Cheboygan County. Commissioner

Finance Business Meeting – December 13, 2016

Redmond stated that Commissioner Gauthier has been serving on the Board for four years and that he has dealt with some difficult committees and challenges in that time but has done a great job and has been a dedicated Commissioner. Commissioner Gauthier thanked everyone.

Administrator Jeff Lawson and Commissioner Redmond presented a Certificate of Appreciation to County Commissioner Sue Allor for all her service with Cheboygan County. Commissioner Redmond stated that Commissioner Allor has been a dedicated and meticulous asset to the Board of Commissioners and is now moving onto bigger things as the newly elected State Representative for the 106th District. Commissioner Allor thanked everyone and stated that she has truly enjoyed the last six years on the Board and this is bittersweet.

Administrator Lawson presented a Certificate of Appreciation to County Commissioner Pete Redmond. Administrator Lawson stated that Commissioner Redmond has served in a lot of different capacities on the Board of Commissioners over his 13 years of service. Administrator Lawson thanked Commissioner Redmond and stated that one of the most valuable things that Commissioner Redmond offered over the years was that he was the calming presence in difficult situations. Commissioner Redmond stated that he never anticipated all that has come with serving the public and he is going to miss it but is looking forward to enjoying retirement.

The Board took a brief intermission for a group photo of all those that received a plaque.

ADMINISTRATOR'S REPORT

Administrator Lawson updated the Board on the jail expansion study. He and staff met recently with the architect and have identified the preferred jail layout and provided it to the consultant to complete the project estimates for the project. Administrator Lawson stated that the preliminary project report is on schedule to be completed by the end of January. He said after January they will look at the cost of the project and bring that back to the Board to decide whether to move forward. Commissioner Allor asked if the focus is still to expand into the garage area. Administrator Lawson stated that an expansion is a portion of the remodel and then a separate building for a 40' by 80' storage area for the Sheriff's Department equipment and marine patrol equipment on the north side of the property, moving the command center for the jail to a different location and updating the security door system.

Administrator Lawson reported that staff has sent a proposed five-year lease agreement to District Health Department #4 for the majority of the upper floor area of the Reid building. The proposed lease has been modified to be set at a yearly flat rate lease payment over the five-year lease term based on the request of DHD #4. Administrator Lawson stated that staff has also relayed the schedule for the continued renovation of the Health Department area to DHD #4 staff with the objective to have the renovation completed by September of 2017 contingent upon maintaining project budget. Mr. Lawson said staff and contractors are currently continuing renovations along the north office area of the Health Department as well as in the new meeting room area. He reported DHD #4 will consider the lease at their December 20, 2016 meeting and likely will be seeking Board approval at the January 10, 2017 meeting.

Administrator Lawson stated that staff is preparing a revised Ambulance Agreement with Cheboygan Life Support to specify the cost for Ambulance transport of inmates from the Cheboygan County Jail. Mr. Lawson stated the revised agreement will be presented for Board approval at the January 10, 2017. Commissioner Allor asked about this. Administrator Lawson stated that in the past the County was not charged to transport inmates from the jail or people on bond released from jail to the hospital but that Cheboygan Life Support has addressed the issue because based on a Medicare/Medicaid ruling they have to charge for those transports and the County has to cover those costs.

FINANCE DIRECTOR'S REPORT

Finance Director Kari Kortz presented the revenue and expenditures report for the General Fund for the month ended October 31, 2016. She reported total year-to-date revenue of \$10,024,501.33, or 83.84% of budget, compared to \$10,351,873.56 or 87.54% of budget last year at the same time. Ms. Kortz reported expenditures year-to-date of \$8,769,059.92 or 73.34% of budget, compared to \$8,500,967.10, or 71.88%,

Finance Business Meeting – December 13, 2016

last year as of the end October. Finance Director Kortz presented the Cash Summary Report by Fund for October 2016.

COMMITTEE REPORTS

Commissioner Gauthier attended a Board Appointments and Procedures Committee meeting, several Alcona Health Center meetings, a NEMCSA meeting, and a Michigan Main St. Organizing Group meeting. Commissioner Gauthier on behalf of the Board Appointments and Procedures Committee accepted their recommendations for the following board appointments:

Motion by Commissioner Gauthier, seconded by Commissioner Gouine to re-appoint Dennis Despain, Lois Vassilakos and Don Balbaugh to the Cheboygan County Airport Authority for (3) three-year terms commencing January 1, 2017 through December 31, 2019. Motion carried with 7 yes, 0 no and 0 absent.

Motion by Commissioner Gauthier, seconded by Commissioner Brown to re-appoint David McKinley and Calvin Oxley to the Cheboygan County Construction Code Board of Appeals for (2) two-year terms commencing January 1, 2017 through December 31, 2018. Motion carried with 7 yes, 0 no and 0 absent.

Motion by Commissioner Gauthier, seconded by Commissioner Allor to re-appoint Sharon Lyon, Steven Churchill and Patty Croft to the Cheboygan County Planning Commission for (3) three-year terms commencing December 16, 2016 and ending December 15, 2019. Motion carried with 7 yes, 0 no and 0 absent.

Motion by Commissioner Gauthier, seconded by Commissioner Gouine to re-appoint George Pike to the Cheboygan County Waterways Commission for (1) three-year term commencing January 1, 2017 through December 31, 2019. Motion carried with 7 yes, 0 no and 0 absent.

Motion by Commissioner Gauthier, seconded by Commissioner Brown to re-appoint Ralph Hemmer and John Moore to the Cheboygan County Zoning Board of Appeals for (2) three-year terms commencing January 1, 2017 through December 31, 2019. Motion carried with 7 yes, 0 no and 0 absent.

Motion by Commissioner Gauthier, seconded by Commissioner Wallace to reappoint Garfield Geyer to the Cheboygan County Department of Public Works for a three-year term commencing January 1, 2017 through December 31, 2019. Motion carried with 7 yes, 0 no and 0 absent.

Motion by Commissioner Gauthier, seconded by Commissioner Brown to accept the recommendation from the Cheboygan County Agricultural Society to re-appoint Ron Fenlon, John Brown Jr., Derrick Dotski, and Nathan Howell to the Cheboygan County Fair Board and also to appoint Brenda Mushlock to the Cheboygan County Fair Board to (5) three-year terms commencing on January 1, 2017 and ending December 31, 2019. Motion carried with 7 yes, 0 no and 0 absent.

Motion by Commissioner Gauthier, seconded by Commissioner Brown to re-appoint Jeff Lawson to the Northern Lakes Economic Alliance Board for a three-year term commencing January 1, 2017 and ending December 31, 2019. Motion carried with 7 yes, 0 no and 0 absent.

Commissioner Gouine attended an Inverness Township meeting, two Planning Commission meetings, and a Fair Board meeting.

Commissioner Matelski attended two Road Commission meetings, two Planning Commission meetings, a ZBA meeting, a District No. 4 Health Board meeting, a Waverly Township meeting and a Koehler Township meeting.

Commissioner Brown attended a Burt Township meeting, a Munro Township meeting, a Board Appointments and Procedures Committee meeting, a SAYPA Graduation Ceremony and an Airport Authority meeting.

Commissioner Wallace attended a C.C.E 9-1-1 meeting, NEMCOG and Northeast Consortium meetings.

Finance Business Meeting – December 13, 2016

Commissioner Allor attended a Nunda Township meeting, an Ellis Township meeting, a Walker Township meeting, a Village of Wolverine meeting, a Forest Township meeting, and a North Country Community Mental Health meeting.

OLD BUSINESS – None

NEW BUSINESS

Administrator Lawson presented three Department Head Employment Agreement Renewals for Steve Schnell – Community Development Director, Tim Mason – Maintenance Superintendent, and Mike Couture – Transportation Manager. Administrator Lawson stated that employment agreements were entered into for the first time in 2014 primarily to bring clarification to the conditions for employment and the Salary and Wage was addressed with the Salary and Wage Resolution in October.

Motion by Commissioner Wallace, seconded by Commissioner Gauthier to approve the (3) three-year employment agreements with Steve Schnell – Community Development Director, Tim Mason – Maintenance Superintendent, and Mike Couture – Transportation Manager and the agreements will commence January 14, 2017 and ending January 13, 2020 and also authorize the Chairperson to sign the agreements. Motion carried with 7 yes, 0 no and 0 absent.

Finance Director Kari Kortz presented the 2017 Attorney Contract for Delinquency and Child Protection Proceedings with Probate Court.

Motion by Commissioner Allor, seconded by Commissioner Brown to approve the 2017 Attorney Contract for Delinquency and Child Protective Proceedings and authorize the Chairperson to sign the agreement. Motion carried with 7 yes, 0 no and 0 absent.

Administrator Lawson presented two Ambulance Millage appropriation agreements with Emmet County and the Onaway Area Ambulance Service. Administrator Lawson stated that the agreements are effective from January 2017 through January 2020.

Motion by Commissioner Wallace, seconded by Commissioner Brown to approve the Ambulance Millage Appropriation Agreement with Onaway Area Ambulance Service and also with Emmet County; both agreements commencing January 1, 2017 and authorize the Chairperson to sign the agreement. Motion carried with 7 yes, 0 no and 0 absent.

Finance Director Kari Kortz presented the 2017 Fee Resolution #16-025. Finance Director Kortz stated that the Fee Resolution is a compilation of all County Fees for the Board's review and approval and includes all fees charged by the County that are not statutorily determined. Finance Director Kortz stated that there were some changes in Construction Code fees, District Court, Planning and Zoning Permit Application fees, Soil Erosion and Sedimentation and Recycling fees. Commissioner Brown addressed concern about the District Court fees for drug testing being raised from \$10 to \$15 and wondering if its statutory fee or if it is being set by our Court because if it is being set by our Court he does not want to approve an increase in the fee because it can be a real burden on defendants who are not even resolving drug-related issues with the Court. Finance Director Kortz responded that she cannot attest to why people are tested and that she was told that the increase in fees for drug testing that were being collected were not covering the cost of the testing. Commissioner Brown stated that he would like to wait on approving that one until the Board has more information. Commissioner Gouine asked how our Construction Code fees compare to other counties because the fees are a lot lower in Rogers City. Finance Director Kortz stated that she believes we are higher than Rogers City but lower than a lot of other counties and that we try to hover around in the middle. Discussion was held about the office changes in the Building Department. Commissioner Allor asked about how people who are applying for Construction Code permits will be impacted by the increase in fees. Commissioner Brown responded that permit fees in Emmet County are more than what we are increasing it to in Cheboygan County and Commissioner Brown stated that it is more important that the Department is being self-funded for its services than being the lowest for fees.

Finance Business Meeting – December 13, 2016

Commissioner Brown would like to pull this District Court Drug Testing Fee Resolution item and table it until the next meeting to get more information about the policy behind the drug testing fees through District Court. Board consensus was to pull the item.

Motion by Commissioner Matelski, seconded by Commissioner Wallace to adopt Cheboygan County Resolution 16-25 - 2017 Fee Resolution with the absence of the District Court Line Item increase regarding drug testing fees to become effective January 1, 2017 and authorize the Chairperson to sign. A roll call vote was taken. Motion carried with 7 yes, 0 no and 0 absent.

Administrator Lawson presented Cheboygan County Policy #300-6 Road Funding Policy and Loan Application. He noted that this is a policy for the County regarding loans to townships for road projects. The interest rates for the loans will be set each year with the Fee Resolution. Civil Counsel noted that the word "finance" should be changed to "loan administration" on Page 3 of the policy, Item 4D second line. Commissioner Allor asked about the loan scoring provisions in the policy and that additional documentation is going to be needed from the townships in order to verify their financial standing. Administrator Lawson responded that himself, the Finance Director and the Treasurer will look at the financial documentation and they would make a preliminary recommendation to the Board. Discussion was held.

Motion by Commissioner Matelski, seconded by Commissioner Brown to approve Cheboygan County Policy #300-6 Township Road Loan Program with the change noted by Civil Counsel and that townships could borrow up to 3 years, the Road Program Application Document and authorize the Chairperson to sign. A roll call vote was taken. Motion carried with 7 yes, 0 no and 0 absent.

Motion by Commissioner Wallace, seconded by Commissioner Brown to adopt the 2017 General Fund Budget in the amount of \$12,086,982 and all other funds budgets with a combined total of \$14,340,990 resulting in a Cheboygan County budget in the amount of \$26,427,972. Discussion was held regarding the contacts listed on the budget. A roll call vote was taken. Motion carried with 7 yes, 0 no and 0 absent.

Motion by Commissioner Allor, seconded by Commissioner Brown to approve the three-year lease agreement between Cheboygan County Airport Authority and Cheboygan County for Straits Regional Ride Operations and authorize the Chairperson to sign. Motion carried with 7 yes, 0 no and 0 absent.

Finance Director Kari Kortz presented Policy #300-7 Fund Balance Policy – Classification, Procedure and Appropriate Level.

Motion by Commissioner Gouine, seconded by Commissioner Matelski to adopt the Fund Balance Policy #300-7 – Classifications, Procedures and Appropriate Level to become effective December 4, 2016 and authorize the Chairperson to sign. A roll call vote was taken. Motion carried with 7 yes, 0 no and 0 absent.

Community Development Director Steve Schnell presented a GIS Data Sharing Agreement with Great Lakes Energy. Discussion was held.

Motion by Commissioner Gauthier, seconded by Commissioner Gouine to approve GIS Data Sharing Agreement with Great Lakes Energy and authorize the Chairperson to sign. Motion carried with 7 yes, 0 no and 0 absent.

Motion by Commissioner Brown, seconded by Commissioner Gauthier to accept with regret Commissioner Sue Allor's Letter of Resignation effective Thursday, December 15, 2016. Motion carried with 7 yes, 0 no and 0 absent.

Motion by Commissioner Matelski, seconded by Commissioner Gouine to cancel the December 27, 2016 Committee of the Whole Meeting. Motion carried with 7 yes, 0 no and 0 absent.

CITIZENS COMMENTS

Dana Carver, a citizen of Forest Township, addressed the Board regarding drug testing in District Court by stating that her daughter has been paying \$15 per drug test since October. Ms. Carver stated that they are already charging the defendants who need to drug test \$15 without permission. Ms. Carver stated that she has a problem with the drug testing facility itself because it is owned by a police officer and it is a conflict of interest and Ms. Carver recited a timeline of events.

Carl Muscott, a citizen of Tuscarora Township, addressed the Board to thank the Commissioners for their public service. Mr. Muscott commented on Commissioner Wallace supporting motions regarding high tech companies that have now dried up. Mr. Muscott stated that Emmet County publishes all salaries of their personnel and elected officials and they have a lot more information in their budget than Cheboygan County has and may be useful to look at Emmet County for “best practices” in this area.

Dana Carver, a citizen of Forest Township, commented to the Board to state that it is not statutory that people are drug tested on bond and that Cheboygan County is the only county compared to surrounding counties that drug tests defendants on bond.

Destiny Twitchell, a citizen of Forest Township, commented on the Northern Michigan Independent drug testing facility. Ms. Twitchell stated that they are very unprofessional and the bathrooms are very unclean. Ms. Twitchell stated that they don't follow correct procedures to collect urine and the bathrooms are falling apart because there is shredded wallpaper and rust streams on the walls. Ms. Twitchell says that she has used other facilities that are very professional and properly collect urine samples. Ms. Twitchell stated that Northern Michigan Independent is unprofessional because they discuss other people who test in front of others testing.

BOARD MEMBER COMMENTS

Commissioner Brown personally thanked Sue Allor and Pete Redmond for their time with the Board and for being great leadership on the Board. Commissioner Brown thanked Bruce Gauthier for his service and said it was a pleasure working with him. Commissioner Brown welcomed the new commissioners coming in the next month and highlighted some issues that will be focused on in 2017. Commissioner Brown asked Commissioner Gouine about an update on Meijer's and commented on the ability of the waste water treatment facility to handle a Meijer's store. Commissioner Brown stated that he doesn't understand why these two entities can't come to the table and work together to get Meijer's here.

Commissioner Gouine commented that Meijer's wants a lot of water supplied to them which is more water than they are going to use. Commissioner Gouine believes it is because Meijer's doesn't want another competitor to come in.

Commissioner Allor thanked everyone for everything.

Commissioner Redmond thanked everyone for everything and thanked them for the opportunity to serve as Chairperson.

Commissioner Brown thanked Clerk/Register Mary Ellen Tryban and Treasurer Linda Cronan for all of their years of service.

Motion by Commissioner Matelski, seconded by Commissioner Allor, to adjourn to the call of the Chairperson. Meeting adjourned at 12:13 PM.

Mary Ellen Tryban
Cheboygan County Clerk/Register

Peter Redmond
Chairperson

**CHEBOYGAN COUNTY BOARD OF COMMISSIONERS
ORGANIZATIONAL MEETING
January 3, 2017**

The organizational meeting of the Cheboygan County Board of Commissioners was called to order in the Commissioners Room by Cheboygan County Clerk Karen L. Brewster at 9:30 a.m.

Roll called and a quorum present.

Present: Commissioners Chris Brown, Richard Sangster, Michael Newman, Cal Gouine, Tony Matelski, John Wallace, and Robert R. Bolinger

Absent: None

Clerk Brewster administered the Oaths of Office to all Commissioners.

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

CITIZENS COMMENTS – Carl Muscott commented on the removal of Mike Kavanaugh and John Jazdyzk from the Planning Commission and he hopes that this can be resolved. A letter to the Board of Commissioners was handed out.

Chuck Freese also commented on the removal of Mike Kavanaugh and John Jazdyzk, and that their background and experience that they bring to the Planning Commission would be a loss to Citizens of Cheboygan County.

Administrator Lawson presented the options for term of office for the Board Chairperson. He reported that civil counsel advised if the Board wishes to have the term for one year rather than two years, a resolution to that effect would be necessary. Discussion held.

Motion by Commissioner Gouine, seconded by Commissioner Wallace to maintain a two-year term of office for the Board Chairperson and Board Vice Chairperson as provided by statute. A roll call vote was taken. Motion carried with 7 yes, 0 no and 0 absent.

Clerk Brewster opened the floor for nominations for the Cheboygan County Board of Commissioners Chairperson. Commissioner Wallace nominated Commissioner Matelski for Board Chairperson, seconded by Commissioner Gouine. There was unanimous support for nomination.

Motion by Commissioner Wallace, seconded by Commissioner Brown to close nominations and cast a unanimous ballot for Tony Matelski as Chair of the Cheboygan County Board of Commissioners. Motion carried with 7 yes, 0 no and 0 absent.

Chairman Matelski opened the floor for nominations for the Cheboygan County Board of Commissioners Vice Chairperson. Commissioner Matelski nominated Commissioner Brown for Board Vice Chairperson seconded by Commissioner Wallace.

Motion by Commissioner Wallace, seconded by Commissioner Bolinger to close nominations and cast a unanimous ballot for Commissioner Brown as Vice Chair of the Cheboygan County Board of Commissioners. Motion carried with 7 yes, 0 no and 0 absent.

Clerk Brewster swore in Commissioner Tony Matelski as Chair for 2017-2018 and Commissioner Chris Brown as Vice Chair for 2017 of the Cheboygan County Board of Commissioners.

Chairman Matelski presented the current Cheboygan County Mission and Vision Statements. Discussion was held.

Organizational Meeting – January 3, 2017

Motion by Commissioner Brown, seconded by Commissioner Bolinger to reaffirm the following as the Cheboygan County 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” and to reaffirm the current Cheboygan County Vision Statement; “The County of Cheboygan will strengthen its position as a diverse, family-oriented community while promoting a higher quality of life, a safe environment, balanced growth and positive interaction with all citizens”. Motion carried with 7 yes, 0 no and 0 absent.

Administrator Lawson distributed copies of the 2016 Assignments - ommissioners Committee Appointments. Discussion was held. There was unanimous support from the Board of Commissioners to adjourn any decisions until the next Finance Meeting.

Chairman Matelski addressed the Cheboygan County Board of Commissioners meeting calendar for 2017. The two regular meetings will continue to be held on the second and fourth Tuesday of every month, with the Finance/Business meetings held on the second Tuesday and the Committee of the Whole meetings to be held on the fourth Tuesday.

Motion by Commissioner Brown, seconded by Commissioner Bolinger to adopt the meeting calendar for 2017 as presented. Motion carried with 7 yes, 0 no and 0 absent.

Motion by Commissioner Wallace, seconded by Commissioner Bolinger to adopt the 2017 Rules of Order of the Cheboygan County Board of Commissioners as presented with the Board Chairperson serving a two-year term. A roll call vote was taken. Motion carried with 7 yes, 0 no and 0 absent.

County Treasurer Buffy Weldon presented Depository Resolution 17-01 and Investment Resolution 17-02.

Motion by Commissioner Brown, seconded by Commissioner Wallace to adopt Cheboygan County Resolution 17-01; Depository Resolution (copy on file in County Clerk’s Office). A roll call vote was taken. Motion carried with 7 yes, 0 no and 0 absent.

Motion by Commissioner Brown, seconded by Commissioner Wallace to adopt Cheboygan County Resolution 17-02; Investment Resolution (copy on file in County Clerk’s Office). A roll call vote was taken. Motion carried with 7 yes, 0 no and 0 absent.

Motion by Commissioner Brown, seconded by Commissioner Gouine to reappoint Honorable Judge Scott Pavlich, Honorable Judge Robert Butts and Honorable Judge Maria Barton for a one year term to the Community Corrections Advisory Board effective January 1st, 2017. Discussion was held. Motion carried with 7 yes, 0 no and 0 absent.

PUBLIC COMMENTS – Kathy Morrow commented that NEMCSA sent a Board of Commissioners packet for a meeting scheduled on January 6, 2017 in Bay City, Michigan. Commissioner Sangster accepted the assignment to be on the NEMCSA Committee. Discussion held.

Administrator Lawson commented that the Cheboygan County is looking at the possibility of purchasing the Armory Building. A memo will be sent out to the Board of Commissioners with more information. Discussion held.

Motion by Commissioner Wallace, seconded by Commissioner Sangster, to adjourn to the call of the Chair. Meeting adjourned at 10:10 A.M.

Karen L. Brewster
Cheboygan County Clerk/Register

Tony Matelski
Chairperson



CHEBOYGAN COUNTY PLANNING COMMISSION

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

CHEBOYGAN COUNTY PLANNING COMMISSION MEETING & PUBLIC HEARING WEDNESDAY, DECEMBER 7, 2016 AT 7:00 P.M. ROOM 135 – COMMISSIONER'S ROOM - CHEBOYGAN COUNTY BUILDING

PRESENT: Bartlett, Freese, Kavanaugh, Borowicz, Croft, Ostwald, Lyon, Jazdyk
ABSENT: Churchill
STAFF: Scott McNeil, Steve Schnell
GUESTS: Eric Boyd, Bob Lyon, John Moore, Tony Matelski, C. Maziasz, John F. Brown, Carl Muscott, Russell Crawford, Cheryl Crawford

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

PLEDGE OF ALLEGIANCE

Chairperson Croft led the Pledge of Allegiance.

APPROVAL OF AGENDA

The meeting agenda was presented. **Motion** by Mr. Borowicz, seconded by Mr. Freese, to approve the agenda as presented. Motion carried. 8 Ayes (Bartlett, Freese, Kavanaugh, Borowicz, Croft, Ostwald, Lyon, Jazdyk), 0 Nays, 1 Absent (Churchill)

APPROVAL OF MINUTES

The November 2, 2016 Planning Commission minutes were presented. **Motion** by Mr. Borowicz, seconded by Mr. Kavanaugh, to approve the meeting minutes as presented. Motion carried. 8 Ayes (Bartlett, Freese, Kavanaugh, Borowicz, Croft, Ostwald, Lyon, Jazdyk), 0 Nays, 1 Absent (Churchill)

The November 16, 2016 Planning Commission minutes were presented. **Motion** by Ms. Lyon, seconded by Mr. Kavanaugh, to approve the meeting minutes as presented. Motion carried. 8 Ayes (Bartlett, Freese, Kavanaugh, Borowicz, Croft, Ostwald, Lyon, Jazdyk), 0 Nays, 1 Absent (Churchill)

PUBLIC HEARING AND ACTION ON REQUESTS

An Ordinance to add a new Section 17.29. to the Cheboygan County Zoning Ordinance No. 200 to provide definitions, regulations and standards for Mobile Food Units.

Mr. McNeil stated that currently mobile food units fall under a restaurant use, which would require a site plan review or special use permit approval for each location where a mobile food unit would like to operate. Mr. McNeil explained that the proposed amendment will provide a procedure for review and approval for a site where a mobile food unit would like to operate and would be subject to a \$30.00 zoning permit.

Mr. McNeil stated that the proposed amendment provides definitions for Mobile Food Unit and Vehicle. Mr. McNeil stated the proposed amendment document allows Mobile Food Units to be approved with a zoning permit within in the Commercial Development zoning district. Mr. McNeil reviewed the regulations and standards under Section 3 in the proposed amendment. Mr. McNeil stated that these requirements must be demonstrated on the zoning permit. Mr. McNeil explained that 17.29a states that a mobile food unit shall not be placed within a right-of-way of any public road unless the governmental unit with jurisdiction over that public road right of way consents. Mr. McNeil stated that 17.29b establishes that a zoning permit is required. Mr. McNeil explained that the permit will state the days and hours of operation. Mr. McNeil stated that 17.29c limits the use of a mobile food unit to food sales. Mr. McNeil stated that 17.29d requires that the mobile food unit meet applicable requirements of the Health Department. Mr. McNeil stated that 17.29e allows for extra signage for a mobile food unit and for signage on the unit as well as one accessory sign limited to 8sf. Mr. McNeil explained that 17.29f allows for 3 accessory tables and 12 accessory chairs. Mr. McNeil stated that 17.29g establishes a minimum requirement of 2 off street parking spaces if there is no accessory seating. Mr. McNeil stated if there is accessory seating then a minimum of 3 off street parking spaces are required. Mr. McNeil explained that 17.29h requires a trash receptacle of at least 30 gallons. Mr. McNeil explained that 17.29i requires that a mobile food unit shall meet all setback requirements.

Ms. Croft asked for public comments. Mr. Maziasz asked how will it be known that a mobile food unit has a zoning permit. Mr. McNeil stated that the Zoning Department does not notify anyone of the zoning permit but you can ask the operator or you can call the Zoning Department. Discussion was held.

Mr. Muscott asked if mobile food units will only be allowed in the Commercial Development Zoning District. Mr. McNeil explained that the mobile food unit use is added to the Commercial Development Zoning District under section 2 of the proposed amendment. Mr. Muscott referred to the definition of vehicle and stated that he does not believe that a vehicle is something that is "used exclusively upon stationary rails or tracks." Mr. McNeil stated that this wording comes from the vehicle code that was provided by legal counsel. Discussion was held.

Mr. Brown asked how this amendment will affect the County Fair. Mr. Freese noted that this parcel is located within the city limits and will not be affected by this amendment. Discussion was held. Mr. McNeil stated that there is language in the proposed amendment that requires a zoning permit unless it is part of a special event.

Public comment closed.

Discussion was held. Mr. Kavanaugh stated that the City of Cheboygan is working on a similar ordinance and they are looking at a 250ft. setback. Mr. Kavanaugh stated that they are considering a \$600 fee for 6 months for a resident and a \$900 fee for 6 months for a non-resident. Mr. Jazdyk stated that 250ft. will eliminate almost any food truck in the city from Court Street to Main Street. Mr. Jazdyk stated his concerns regarding this use being only allowed in the Commercial Development Zoning District. Mr. Jazdyk stated that Mr. McNeil should also be able to review applications for mobile food units proposed for other zoning districts. Mr. Jazdyk stated that there have only been a few food trucks and there have not been any problems. Mr. Jazdyk stated that this is a lot of work for a non-problem. Mr. Freese stated that it can be done, but it requires further review and discussion. Discussion was held.

Ms. Croft asked if this proposed amendment has been reviewed by legal counsel. Mr. McNeil stated yes.

Motion by Mr. Feese, seconded by Mr. Kavanaugh, to forward the amendment to the Cheboygan County Board of Commissioners with a recommendation for approval. Motion carried. 8 Ayes (Bartlett, Freese, Kavanaugh, Borowicz, Croft, Ostwald, Lyon, Jazdyk), 0 Nays, 1 Absent (Churchill)

UNFINISHED BUSINESS

Review of sign ordinance relative to content based regulation

Mr. McNeil stated that the most recent changes discussed by the Planning Commission are in bold. Mr. McNeil stated that in regards to temporary signs, an additional square footage amount of signage will be allowed for 45 days before a governmental election. Mr. McNeil explained that we are allowing for political signage without stating it in the amendment.

Mr. McNeil asked if the Planning Commission wanted to keep 17.19.3 "Signs affixed to trees, rocks, shrubs, or other natural features" as prohibited signs. Mr. Freese stated that this has been discussed in the past. Mr. Freese stated that people put their house numbers or their name on a rock. Mr. Freese stated that people also hang a sign with their name on a tree. Mr. Freese stated that we do not want to prohibit this type of sign. Ms. Lyon stated that people also put "No Trespassing" signs on trees. Ms. Croft asked Mr. McNeil to remove this section and then forward to legal counsel for review.

Review of use terminology relative Assembly Halls and Clubs

Mr. McNeil provided the current definition for club and a proposed definition for assembly hall. Mr. McNeil stated that the definition of assembly hall could replace the uses that are listed such as arcades, bowling alleys, clubs, churches, schools and educational institutions. Mr. McNeil stated that these uses have the same impact on the land.

Mr. Kavanaugh stated that he does not believe that a social, religious or political club is the same as a pool hall or arcade. Mr. Kavanaugh stated that the Planning Commission can continue to review these uses. Mr. McNeil stated that the Planning Commission can continue to discuss the differences and the impacts. Discussion was held. Mr. McNeil stated that he will include this on the next agenda.

Mr. Freese explained there should be a regulation in place for clearing large sections of land for commercial purposes. Mr. Schnell asked how the clearing of the land for commercial purposes differs in its impact to the neighboring land versus someone clearing land for residential purposes. Mr. Freese stated that this could be distinguished by a specific number of square feet. Mr. Freese stated that if the land is being cleared for commercial purposes, the Planning Commission can require that the screening be put back in later. Mr. Borowicz stated his concern regarding people clearing their property before

receiving Planning Commission approval. Mr. Borowicz stated that when this happens then there is no need for the ordinance. Mr. Freese stated that the Planning Commission is supposed to evaluate a special use permit on changes in topography and vegetation. Mr. Freese stated that either we do not need the regulation or we should prevent this from happening before it can be evaluated. Mr. Borowicz stated that screening is required if the commercial property adjoins property in a different zoning district. Mr. Schnell stated the difference between residential and commercial would be hard to regulate as people clear the land and put up residential storage buildings and change the use of the building at a later time. Mr. Freese stated he is not interested in preventing someone from clearing ½ acre for a house and a barn. Mr. Freese stated that square footage is the only way he can see to regulate this type of activity. Mr. Freese asked what is there for the Planning Commission to evaluate if the land is cleared and curbs, gutters, driveway and parking is in. Mr. Schnell stated that the Planning Commission is evaluating use change. Ms. Croft asked if the Planning Commission can make an applicant go back and meet the standards. Mr. Schnell stated yes the Planning Commission does not have to approve a use change if it does not meet the requirements. Mr. Freese asked why the Planning Commission should worry about changes in topography when the property owner has the right to make the changes as long as he does it before he applies for a special use permit. Mr. Freese stated that the property owner does not have the right to do it if he applies for a special use permit and the Planning Commission tells him not to make the topography changes. Mr. Schnell stated that there are communities that regulate how many trees you can cut down on your property. Mr. Schnell stated that it may be helpful to have more information from Hank Jankoviak regarding soil and sedimentation requirements. Discussion was held regarding removing the buffer and topography requirement. Mr. Schnell stated that it is helpful to have this requirement during the special use permit approval process. Mr. Freese stated that even though topography is required, we do not specify whether it is before, during or after. Mr. Borowicz stated that that before and after should be required. Mr. Schnell stated that the Planning Commission does not have to waive the topography requirement. Mr. Schnell read section 20.7d "Topography at maximum five foot intervals or appropriate topographic elevations to accurately represent existing and proposed grades and drainage flows." Mr. Schnell stated that this is a site plan requirement. Mr. Freese stated that this has not been required from any applicant. Mr. Freese stated that applicants will have to provide existing and proposed grades. Mr. Borowicz stated that the Planning Commission is not able to evaluate the degree of change unless both the existing topography and proposed topography are provided. Mr. Freese asked Mr. McNeil to provide his recommendation on what the Planning Commission could do to prevent this problem. Mr. McNeil stated that he will review other examples in Michigan.

NEW BUSINESS

No comments.

STAFF REPORT

Discussion regarding enforcement

Mr. Schnell stated that a memo was included in the pack that describes the enforcement process. Mr. Schnell stated that until 2004, the County had chosen to enforce zoning violations as misdemeanors, which means that violators could face jail time. Mr. Schnell stated that in 2004 the County changed this to a municipal civil infraction. Mr. Schnell explained that our approach to zoning enforcement is compliance rather than punishment unless there is no response to the situation. Mr. Schnell stated that citations are issued in situations where there is no response. Mr. Schnell stated that according to legal counsel, we are required to treat individuals the same regardless of whether they have violated an ordinance in the past. Mr. Schnell stated that we want people to feel that staff members are approachable and this has been a great success in the past when people do not like the zoning process. Mr. Schnell explained that the streamlined processes approved by the Planning Commission have helped. Mr. Schnell stated that either he or Mr. McNeil is available during office hours to review zoning applications. Mr. Schnell stated that an application is reviewed and approved very quickly if it is complete. Mr. Schnell stated the fees are reasonable, but they do not cover the full cost of processing the permit.

Mr. Kavanaugh asked what is legal counsel's suggestion for repeat offenders. Mr. Schnell stated that we can request that the citation fees be increased for repeat offenders. Mr. Schnell stated he will check into this further. Mr. Kavanaugh asked if there is any way to issue a stop work order. Mr. Schnell stated yes and it is normally when there is a safety matter involved. Mr. Schnell stated that if there is a building safety issue, he will notify the building official who can issue a stop work order. Mr. Kavanaugh asked if a stop work order will be issued if there is a flagrant violation of the Zoning Ordinance. Mr. Schnell stated he is ready to use it as a tool in situations where he believes a stop work order is necessary. Mr. Schnell stated that in situations where a stop work order was necessary, there was also an issue from a building safety standpoint. Mr. Schnell stated it is a tool available to him to use in the right situation.

Mr. Jazdyk suggested telling people at the onset how enforcement matters are handled. Mr. Jazdyk stated that if you are in violation there will be verbal notification of the violation and what is required to correct the violation. Mr. Jazdyk stated that the second step would be a written notification that if there is no compliance within a specific time period that a stop work order will be issued. Mr. Schnell stated that this is being done already. Mr. Schnell stated that the first letter gives 30 days for

compliance and the second letter gives 14 days for compliance or a citation will be issued. Mr. Schnell stated that normally he receives a phone call after the first letter from the property owner stating that they are working on complying. Mr. Schnell explained that recently a business opened without zoning approval. Mr. Schnell stated that Department of Building Safety was called in right away to make sure that the customers are safe and then the owner began working with Mr. McNeil on a plan. Mr. Borowicz stated there is a difference between a startup business that is not aware of the process and an ongoing business that is aware of the process. Mr. Kavanaugh stated that a stop work order is easy to handle and it is reasonable. Mr. Schnell stated that a recent stop work order was issued by the building official because he was able to reference a safety concern and the two departments were able to work together. Mr. Schnell stated the building official has a more immediate and effective method of handling the matter. Mr. Kavanaugh stated that if there isn't a safety issue, zoning can issue a stop work order. Mr. Kavanaugh and Mr. Freese stated their concerns regarding the willingness to issue a stop work order. Mr. Schnell stated that there is a huge willingness in our department as we have the same frustrations as the Planning Commission. Mr. Schnell stated he wants to consider safety if it is an issue and there are a lot of tools available to handle these enforcement matters.

Mr. Schnell stated that there has been an increase in complaints over the last couple years regarding vacation rentals. Mr. Schnell stated that we have dealt with them in the past and some have been grandfathered and some have not been and they stopped renting. Mr. Schnell stated that with the Vacation Rental By Owner website (vrbo.com) it is becoming extremely profitable. Mr. Schnell stated that "resorts, resort hotels, recreation farms, vacation lodges, motor inns, motels and other tourist lodging facilities" are allowed in the Agriculture and Forestry Management Zoning District. Mr. Schnell stated that vacation rentals could possibly be reviewed under this section. Mr. Schnell stated that in the Lake and Stream Protection Zoning District there is nothing that allows vacation rentals. Mr. Schnell stated that according to legal counsel, monthly rentals can be considered a domicile based on case law. Mr. Freese asked how bed and breakfasts are being handled. Mr. Freese noted that a controversial bed and breakfast was approved in Indian River. Mr. Schnell stated that bed and breakfasts are different as they are owner occupied. Mr. Schnell stated that there isn't anything permitting by the night rental use and by the week rental use. Mr. Schnell noted that a gentleman made a substantial investment in a home for an early retirement and would like to see if this use could be allowed. Mr. Schnell stated that there was a suggestion in Mark Wykoff's review of Cheboygan County Planning & Zoning to separate commercial lake and stream from residential lake and stream. Mr. Schnell stated that the Planning Commission may want to consider an overlay. Mr. Kavanaugh stated that there wasn't a problem with camping for 180 days next to a house. Mr. Kavanaugh asked why this is a problem. Mr. Kavanaugh stated that these are normally nice homes with enough parking. Mr. Kavanaugh stated that he has not heard of this being a problem and he receives complaints on many different issues at the Health Department. Discussion was held.

PLANNING COMMISSION COMMENTS

No comments.

PUBLIC COMMENTS

Mr. Muscott stated that Cheboygan County enforces Act 91 (Soil and Sedimentation) and that clearing of more than 1 acre needs to be reviewed by the Soil Erosion Officer. Mr. Muscott stated that property was cleared last summer and no one from the Planning & Zoning Department looked into it. Mr. Muscott stated that this was within the resolution that the county has to enforce.

Mr. Muscott stated that he has built a lot of places and most know that a permit is required to build a house. Mr. Muscott stated that when he has applied for a permit, it was clear that the fee is doubled for any work done prior to the permit being issued. Mr. Muscott explained that he wants to see as little as possible of the law but equally applied. Mr. Schnell stated that doubling a fee is a way of issuing a punishment through a permit fee and we are not allowed to do that. Mr. Kavanaugh asked if a stop work order could be issued. Mr. Schnell stated yes. Mr. Kavanaugh stated that this is an important tool and needs to be used.

ADJOURN

Motion by Mr. Kavanaugh to adjourn. Motion carried. Meeting was adjourned at 8:35pm.



Charles Freese
Planning Commission Secretary

Northeast Michigan Community Service Agency, Inc.
BOARD OF DIRECTORS
Sanctuary Inn Alpena, MI
December 2, 2016

The regular meeting of the NEMCSA Board of Directors was called to order by President Pete Hennard at 12:42 p.m.

ROLL CALL

Rick Anderson/Alternate
Stuart Bartlett
Lyn Behnke
Earl Corpe
Lee Gapczynski
Jean Garratt
Bruce Gauthier
Kenneth Glasser
Mark Grantner
Thomas Green
Albert LaFleche
Pete Hennard
Mary Hess
Meagan Holmes

Melissa Holt
Steve Lang
Jennifer Lopez
Danielle Martz
John Morrison
Leonard Page
Corleen Proulx
Patricia Rondeau
John Smock
Kathleen Vichunas
Gerald Wall
Rose Walsh
Carol Wenzel
Virginia Zygiel

Excused: Carol Athan, Roger Houthoofd

Absent: Aubrey Haskill, Dawn Lawrence

Quorum present - yes

Staff Members Present:

Lisa Bolen, Karen Godi, Tricia Grifka, Linda McGillis, Dorothy Pintar, Diane Price, Jim Robarge, Fran Whitney and Sue Zolnierek

APPROVAL OF AGENDA

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

CONFLICT OF INTEREST DISCLOSURES

None

Rick Anderson led the Board in the Pledge of Allegiance.
John Morrison provided the blessing for the meal.
John Morrison provided reflections

INTRODUCTION OF GUESTS AND PUBLIC COMMENT

Members introduced their guests. Present staff introduced themselves to the board.
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 November 2016 draft meeting minutes
- b. Approval of the 2017 Board Meeting Calendar
- c. Receive and file Volunteer Program Advisory Council meeting minutes
- d. Receive and file RSVP Advisory Council meeting minutes

is adopted as presented

COMMUNICATION

President Pete Hennard advised the Board that NEMCSA's application to HUD to become a Certified Housing Counseling Agency was approved without the need to conduct Board member background checks. NEMCSA is currently under contract with MSHDA receiving HUD funds to provide Housing Counseling Services under the same guidelines therefore allowing our HUD application to be approved without delay. It was noted that the previously collected signature forms authorizing background checks have been destroyed.

COMMITTEE REPORTS

Directors Report – Lisa Bolen

Lisa Bolen read highlights from the Directors report that was distributed prior to the meeting.

Financial Report – Jim Robarge

Jim Robarge reviewed the Recorded Expenses as of November 30, 2016 for the Head Start/Early Head Start programs for the grant period February 1, 2016 through January 31, 2017.

Motion by Ken Glasser to receive and file the financial report as presented. Support by Lyn Behnke. All ayes, Motion carried.

Program Presentation – Fran Whitney, Outreach and Communications Coordinator presented a live tutorial of the new website, board portal, logo and signage requirements. This presentation was a result of recommendations made from the group activity conducted at the December 2015 board meeting. Following Fran's presentation Board members participated in a second group activity utilizing the same 3 questions. Each group was asked to review, discuss and report on at least one question. All comments were verbally presented and then collected by staff for further review and implementation.

PROGRAM UPDATES

Program Planning and Evaluation Committee – Earl Corpe

No meeting. No report.

Audit/Finance Committee – Ken Glasser

No meeting. No report.

Membership Committee – John Morrison

The membership committee met prior to the regular board meeting to review two applications for the Private Sector vacancy. Following review and discussion a decision was rendered.

Committee Chairperson, John Morrison will contact the selected candidate to ensure acceptance contingent on Board approval and then make recommendation for approval at the January 2017 meeting.

Early Childhood Services Ad Hoc Committee – Jean Garratt

No meeting. No report.

Personnel Committee – Megan Holmes

The Personnel Committee met with Executive Director, Lisa Bolen, and Administrative Services Director, Diane Price, prior to the regular meeting to review and discuss the Executive Director Employment Contract and Annual Evaluation. The committee recommended proposing a contract term of five years, an annual salary increase from \$105,000 to \$117,500.00 and merit increases subject to annual evaluation results. Contract language will be drafted to include the above recommendations, presented for attorney review and then presented for full board approval in January 2017. The committee also discussed several evaluation forms presented for review by the Administrative Services Director. Board members will receive the selected evaluation form in their January Board mailing. Discussion.

Motion by Gerald Wall to prepare the Executive Director Employment contract to include the following recommendations: a term of five years, an annual salary of \$117,500.00 and merit increases subject to annual evaluation and present it for attorney review. Support by Virginia Zygiel. All ayes, Motion carried.

INFORMATION ITEMS

New Business

No new business

The January board meeting will be held at DoubleTree River Front in Bay City on January 6, 2017.

Motion by Albert LaFleche to adjourn the meeting at 2:23 p.m. Support by Stuart Bartlett. All ayes, Motion carried.

Date Prepared: December 2, 2016

Date Approved: _____

Board Secretary

Date

REGULAR CITY COUNCIL MEETING
November 15, 2016

Oath of Office: The Oath of Office was given by Clerk/Treasurer Kwiatkowski to Mark C. Bronson, Mayor; Nicholas C. Couture, Councilman; Nathan H. King, Councilman; and Vaughn Temple, Councilman.

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

Roll Call:

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

Councilman Temple led the Pledge of Allegiance to the Flag.

Selection of Mayor Pro Tem:

Councilman King nominated Councilman Couture as Mayor Pro Tem; supported by Councilman Temple. A roll vote was taken; motion carried unanimously.

Approval of Agenda, and Receive and File all Communications:

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

Approval of Prior Meeting Minutes:

Councilman Lavender moved to approve the Regular City Council Meeting Minutes of October 25, 2016 as presented; supported by Mayor Pro Tem Couture. Motion carried unanimously.

Bills and Disbursements:

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

Mayor Bronson asked if insurance claims are being paid now and if there are still claims outstanding. Clerk/Treasurer Kwiatkowski responded there are two outstanding bills now, but initially we received a check for \$400,000.00 from our insurance company and last week we received another check for \$426,000.00.

Ms. Trudy Lofgren inquired on Ice Arena training. Clerk/Treasurer Kwiatkowski replied that was a clinic that was put on and part of the agreement with the individual putting the clinic on was reimbursement for mileage. Councilman King asked if item no. 47, pool table re-covers are at the Recreation Center. Clerk/Treasurer Kwiatkowski replied yes.

Councilman King moved to approve the prepaid bills and disbursements for the month of October 2016 in the amount of \$881,792.38; supported by Councilman Lavender. A roll call vote was taken; motion carried unanimously.

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

Councilman Temple asked if we will be getting other shipments of road salt. Clerk/Treasurer Kwiatkowski explained the City orders for the early part of the year and then there is a reserve order that we may or may not take depending on the winter. He then mentioned road salt was roughly 400 ton and it's put out for bid by the State and the bids came in quite a bit less than what we paid the last

Regular City Council Meeting – November 15, 2016

two years. If the amount that we paid the last two years was applied to this billing, we would have been paying an additional \$6,000.00 to \$7,000.00. It has come down more than \$10.00 per ton.

Councilman Lavender moved to approve the unpaid bills and disbursements for the month of October 2016 in the amount of \$54,731.52; supported by Mayor Pro Tem Couture. A roll call vote was taken; motion carried unanimously.

Department, Board and Commission Reports:

- **Planning Commission, October 25, 2016** – Mayor Bronson asked City Manager Eustice if he was at that meeting and if the Planning Commission is up to full membership. City Manager Eustice commented he was at the meeting and the Commission is full, noting Commissioner Kahn-King's membership is in limbo, even though she is no longer a City resident she does live in an adjacent township so she is still eligible. He thinks she is hoping that her work schedule will change so she can continue. Councilwoman Riddle inquired as to how many of the members live outside the City. City Manager Eustice replied two, Gary Lamberg and Christine King, which is the maximum. Mayor Pro Tem Couture inquired as to the Carnegie Library wanting to be added to the DDA District, asking the boundaries of the DDA District. City Manager Eustice replied part of the block the Carnegie is in is in the District, which is the City parking lot. Mayor Bronson commented the east side of Huron Street is in the DDA District. Councilwoman Riddle asked how far down Huron Street the District goes. City Manager Eustice replied the District runs to Nelson Street, and on the west side of Huron Street the District runs to the City beach, including Huron Street from Division Street to City beach on the east side. Mayor Pro Tem Couture asked what the process is to change the DDA District because if we are going to have a DDA District it should be correct. City Manager Eustice replied the process is somewhat detailed, including public hearings, noting you can add properties to the DDA District but they have to be adjacent to the existing DDA District. Councilman Temple asked what determined the DDA District in the first place. City Manager Eustice answered the original DDA Board in 1985. Councilwoman Riddle commented the DDA District is also across the River, noting there was some discussion that the Recreation Center and Ice Arena are not part of the District. City Manager Eustice replied that is correct, but some of the Major City Park is in the DDA District, but it is not that deep. Councilwoman Kwiatkowski asked what the benefits are to adding properties to the DDA. City Manager Eustice stated it could be a benefit to the property owner as far as grant funding and so forth, is really the only benefit; however, in the case of the Carnegie Library it is eligible, because it is a historic site. He went on to explain as far as tax purposes as you add parcels to the DDA, taxing authorities/entities can opt out and not have their property taxes captured by those new parcels in the DDA, so it's no revenue benefit to the DDA if they do that. He does not know if this is the best option for the Library at this point, although they are still working on it. Mayor Bronson said he believed it was tabled at the last meeting because the City Manager was not in attendance, noting some of the discussion was that it should be all the way up to Court Street and Council had talked about adjusting the north quarter stopping at Lake Street. He added it would be a long process. Councilman Temple stated if there are more properties in the DDA District then there is less money that does into the General Fund. City Manager Eustice replied yes, basically. Mayor Bronson clarified with new properties any growth in tax revenue would then come into the City. It would be very gradual. Whatever a property is assessed at now the City would still get that, but in the future if the property value goes up then the DDA starts capturing. It is not that we lose money; it's that the City does not grow. Councilwoman Riddle stated there was also good discussion that the Port area should not be designated and part of the DDA; that it should be a port area separately. City Manager Eustice stated that makes some sense with the way it is going to be developed now and it's not part of a traditional downtown, and that's what DDA's are set up to be – traditional and historic downtown districts. Councilman Lavender asked if the DDA initiates the boundary changes. City Manager

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Eustice replied initially the DDA would have to make recommendations. Mayor Bronson clarified Council would hold the public hearing. Councilwoman Riddle asked if Council would make the determination. City Manager Eustice answered yes, the final decision would be with the Council. Mayor Pro Tem Couture asked if this will be discussed at the next DDA meeting and if the City Manager will update the Council. City Manager Eustice replied yes.

City Manager Eustice stated in the Fiscal Year 2015/2016 we did not have a site plan review, so we had no new improvements in commercial and industrial properties. He informed Council that Mr. Don Landon of CarQuest has approached him regarding expanding, recently purchasing the old house on Huron Street behind Alice's Restaurant. He wants to remove it and expand his business, which will have to go through the Planning Commission, which he is working on now. There has been a lot of interest within the last several months about expansion with businesses. Also, there is another business owner in the process of purchasing the Walkway Café and we will see some expansion there. There are some positive signs as far as business development.

General Business:

▪ **Consideration of Traffic Control Order No. 14/16** – Chief Jones stated this is a right turn only sign that was placed on the northbound intersection of Lincoln and Loomis from 3:00 p.m. to 3:30 p.m. It is a right turn only coming out of the High School parking lot. They have been working with the school system as there was a problem with 6 to 12 students wanting to turn left stopping the whole line of traffic, in addition to some wanting to go straight across. The sign was put up temporarily until this enactment, which he has monitored for the last two weeks after school. Once they got students who weren't notified, i.e. co-op students, it seems to be working real well and it takes probably three-quarters of the students out of the rear parking lot before the buses actually get rolling. It makes for a little safer situation.

Councilwoman Riddle commented on a left turn issue at the Burger King restaurant, noting when the restaurant was allowed to go on that corner, there was not to be left hand turns from Main Street into the restaurant coming from the south. There are people that do that on kind of a regular basis. Chief Jones stated the State marked that and at that time they asked them to mark it and put a sign there for no left turn, but there are only the arrows on the pavement. Councilwoman Riddle stated when it went before the Planning Commission this was one of the big problems regarding that space and people trying to make left hand turns into there and that's why they have the circle that goes around the building and the exit out the back. For a while people were paying attention, but now they are not. Chief Jones stated they will take a look at that and check with the State to put up a sign.

Councilman King asked how the four-way is going after school at Western and Lincoln. Chief Jones stated by 3:25 p.m. there is no line up.

Mayor Pro Tem Couture moved to approve Traffic Control Order No. 14/16; supported by Councilman Temple. Motion carried unanimously.

▪ **Consideration to Purchase Thermal Imaging Camera and Camera Masks for Fire Department** - Chief Jones stated he advised Council in his memo the thermal imaging camera that was purchased in the 1990's went bad this year and was beyond repair due to age. The Fire Chief and a couple firemen did some research and were able to come up with a thermal imaging camera that has been placed as a demo for sale; the average retail price is a little over \$12,000.00. The demonstrator model has been located at the Sutphen Corporation, which they are holding for us until tomorrow, at a cost of \$6,200.00. We are requesting to purchase two of the Scott Thermal Imaging Face Mask

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Cameras that actually go on the firefighter's face mask, which were just certified this past June. It is one of the newest things on the market. Eventually they think the Firefighter' Commission is going to make these mandatory. Chief Jones then stated normally the face mask camera cost from \$1,600.00 to \$1,900.00 and we have been quoted a price of \$1,265.00 each. The total package including the large camera and two face masks is \$8,778.00, and is listed on this year's capital improvements. Councilman Lavender stated he feels these are good prices, but it would have been nice to have a couple additional quotes. Chief Jones stated he has quotes off the internet. He noted they could have used this equipment at the recent Great Lakes Tissue fire, noting the poly had to be brought outside and three hours later they were still putting out hotspots. Councilwoman Kwiatkowski stated this was already budgeted. Chief Jones replied yes.

Councilman King moved to purchase the Thermal Imaging Camera and Camera Masks for the Fire Department in the amount of \$8,778.00 from Sutphen Fire Equipment; supported by Councilwoman Kwiatkowski. A roll call vote was taken; motion carried unanimously.

▪ **Consideration of Acquiring Home Located at 324 North C Street, at No Cost, for Demolition by the City and to Advertise the Sale of the Property after Demolition** – Chief Jones informed Council on April 1 there was a fire at the residence at 324 North C Street. The owner was uninsured and had very little money. He ended up selling the property to a person out of Traverse City. Chief Jones went on to state he has worked with the new owner throughout the summer trying to get the building demolished or at least partially demolished. This owner kept trying everything he could; originally he tried to get a local contractor to possibly take the building down for the title, but he was not able to locate anybody to do that. Now the alternative for the City, as the neighbors have been plagued with this mostly burned out building all summer, is to either continue on a condemnation process which would mean citing the guy every day if we chose to and eventually seizing the property in Circuit Court, which would add additional time and fees. He has talked to the current owner tentatively and he is willing to sign a quit claim deed for the property to the City at no fee in exchange for the City either tearing it down or having a contractor tear it down. He is seeking bids from local contractors now to tear it down. Councilwoman Riddle asked what size the lot is. Chief Jones replied 50' x 140'. Councilwoman Riddle then asked if that is a buildable lot. Chief Jones replied yes. Clerk/Treasurer asked Chief Jones if there are any delinquent property taxes on that. Chief Jones replied he does not know yet. City Manager/Assessor Eustice replied he has not checked that. Mayor Pro Tem Couture stated if there are delinquent property taxes due the owner is responsible, unless it is quit claimed that it is on us and we are basically forgiving that. City Manager Eustice replied yes, noting it is probably minimal – perhaps \$300.00 for the summer tax bill. Councilman Lavender asked if we know if there are more delinquencies. City Manager Eustice replied he does not know. Chief Jones stated it transferred sometime this summer, but the owner at the time of fire sold it to the new owner on land contract. Councilwoman Riddle stated if the County gets possession of a building if it goes up for the auction, someone from downstate who knows nothing about the building could buy the building and then it sits vacant. Chief Jones stated then it would be two more years of that building sitting there the way it is now as a burned out shell. He then stated he is asking for permission to take possession by quit claim deed and then the City will absorb the cost of demolition. Councilman Lavender asked if he knows how much demolition is going to cost. Chief Jones guessed between \$5,000.00 to \$11,000.00/\$12,000.00. They are also looking at the cost of renting an excavator with a thumb on it and having our operator put it into cans from one of the waste companies. City Manager Eustice informed Council there is State granting funding for blighted properties like this that we can apply for. Mayor Pro Tem Couture asked how long that process takes. City Manager Eustice stated the applications have to be in by April 1 of any calendar year, which can be done with multiple properties. Councilwoman Riddle asked if we have to state the property locations. City Manager Eustice replied yes you need to list the specific properties you want to demo in the grant application.

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Chief Jones stated the Blight Committee is working on some of that now. Councilman Lavender commented he would like to see more information and avenues before we take over responsibility and liability. Councilwoman Riddle asked what would be the value of the property after the building is down. Mayor Pro Tem Couture asked if we can sell it to someone who wanted to build a house. City Manager Eustice stated yes and the value would be about \$3,500.00, adding because it is a lot in a plat it is grandfathered in. Mayor Pro Tem Couture stated he thought that other properties the City has looked at purchasing or have purchased have to be used for public benefit. Councilman Temple stated that is if we seize it. City Manager Eustice stated the property would be donated to the City, noting an expensive \$11,000.00 donation. Mayor Pro Tem Couture commented this is giving somebody relief that doesn't deserve it, basically paying to demolish something that is someone else's responsibility. He understands the other process is lengthy and could cost just as much in the end with time in court, etc. Mayor Bronson noted we then have a piece of property we can't sell. Councilwoman Riddle asked if this would be a viable piece of property that Habitat for Humanity would be able to use because they are always looking for places to build in the community and there is also the Building Trades. Those are two possibilities for bringing a viable building into the community, so it could be a positive. Mayor Pro Tem Couture asked if the house sits on a crawl space or basement. Chief Jones replied he believes it is an old wood foundation. Councilman Temple asked if there is any reason we can't tear it down. Chief Jones will bring Council back a price on that. He stated if the Council authorizes the City to exercise this deal with the owner and he agrees and is willing to quit claim it, then he will come back to Council with prices for demolition by a private contractor or our crew. Councilman Temple stated he is sure on a warm day you can smell it. Chief Jones stated he is shooting for a December teardown. Councilman King stated there is another red house nearby, asking if anybody is living there, noting there are three cars in the back and wondered if it is vacant. Chief Jones replied there is a red house on "C" and Fourth Streets that just recently sold. He paid them a visit a couple weeks ago to clean it up. Mayor Bronson stated his concern wits flows down and they are restricted on how they can sell the property and it seems to take forever and then we end up doing it anyway three years later. He would prefer to get this down and out of there because it sounds like we are going to do it anyway. Councilman King suggested bundling with a grant. Councilwoman Riddle stated when you are looking at grants, you are also looking at grants for other pieces of property. She likes that the Blight Committee is being very proactive in terms of cleaning up areas within the City and it's a multifaceted thing; this is one thing that we would want to get taken care of early on. She noted there are just some pieces of property that are just too small to build on, although this is a buildable piece. There are a couple of alternatives, as she mentioned earlier, that would have access to the property if the City were to, in fact, acquire the property and sell it. She is really in favor of moving forward and getting this taken care of. Councilwoman Kwiatkowski asked if there is any harm in waiting until our next City Council meeting on November 22 at which time the Council could be presented with more prices. Chief Jones stated there is no harm in waiting another week, as he and the City Manager can research to see if there are any back monies owed. They can give Council a list, but does not think we want to share that amount when we are out for bids. Councilwoman Kwiatkowski asked if by November 22 staff will have bids for Council to look at and what it would cost the City to do it. Chief Jones replied they have sought some and are seeking more and can try and have that ready by next week, but would want to hold until we get a final bid on it.

Motion by Councilwoman Riddle to move forward with the process of trying to contact the current property owner and plan on demolition on this piece of property with further information on some of the options we have in terms of the City taking it down, going out for bids, etc.

Mayor Pro Tem Couture commented it doesn't really have a cap on it and if we say we are doing it, we are doing it; it doesn't really matter what it cost. Chief Jones stated all they want tonight is

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permission for the concept of getting the property on a quit claim and then they will come back, hopefully next week, with bid prices and tear down costs. Mayor Pro Tem Couture commented if it is too much we can still say we are not interested in that and are not comfortable. Chief Jones stated they will not sign any documents.

Motion by Councilwoman Riddle to proceed with the investigation of this piece of property; supported by Councilman Temple. A roll call vote was taken.

Yes votes: Temple, King, Kwiatkowski, Riddle and Bronson

No votes: Lavender and Couture

Motion carried.

Discussion held. Clerk/Treasurer Kwiatkowski stated he does not think it's prudent to do anything right now until you get some pricing for demolition, pointing out Council needs to remember this is General Fund money. We are already going to be dipping deeply into the General Fund balance this fiscal year. Now when Council talks about bundling other properties; we are not in the demolition business. He understands where the Chief and City Manager are coming from, but Council needs to keep it in mind that this is coming from the General Fund. We need to take a week or two and get quotes on what it would cost to demolish it, as he would not acquire the property until we have that information. Mayor Pro Tem Couture stated they are not and are not going to make a decision on this until there is more information on the possibility of grant funding. It may not be feasible to get it done in December, and is sure this is not something the neighbors or us want to have happen. If this is something we can get taken care of the right way without having to condemn it and citing the owner, that's the proper avenue to take. Mayor Pro Tem Couture stated he does not know what the Chief is suggesting is the right and most cost effective way for the City.

Councilwoman Riddle asked what the motion needs to contain, as the thing is to check with the person who currently owns the property to see if he is agreeable to the process; i.e. either get fined or give it away. City Manager Eustice stated we need to inquire whether the owner will quit claim the property to the City, and then we will get some costs. Councilwoman Riddle commented then at the next meeting they will have more information and see where they have to go, if anywhere, from there. Mayor Bronson asked the City Manager to check and see if there are any other liens on the property. Mayor Pro Tem Couture stressed the need for project costs.

Public Comments:

- **Bring It Cheboygan** – Ms. Sherry Nelson, representing the Bring It Cheboygan group, presenting their Mission Statement to Council and reviewing it. She then reviewed the Vision Statements, including the Short Term Goals, Continuing Goals and Long Term Goals. She noted the Window Committee has assigned windows to groups who are currently working on filling up the 20 vacant storefronts with some sort of Holiday display. They are hoping to do something more generic in the windows following the Holiday Season, such as historical photos. Ms. Nelson mentioned they also have a Trails Committee that is working on kayaking and bicycling to include a big event next fall consisting of a harvest dinner and pedal to table bicycle route. They are working with the Farmer's Market to determine which farms they can go to visit by bicycle and then finish with a harvest banquet at one of the farms. They are also working with kayak people and discussions have been held regarding a map about where kayakers can put in and take out, because there is not a good local map done. The Chamber said they also have a Trails Committee and there is probably some duplication, so they will be working with the Chamber and see if they can get something produced. One of their members agreed to help chair the committee to perhaps sell advertising to support the production, which would include trails and water trails. Ms. Nelson then stated they have a great festival planned

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for next October and plan to piggyback on with the US 23 Discovery Heritage Tour, which runs the first weekend in October. Ms. Sharen Lange, who had a meeting with City Manager Eustice, is chairing their committee. They are planning a three-day festival called Cheboygan Fall Fest that will take place October 6, 7 and 8 and will capitalize on the things they really want to show off such as the triple bridge run. She noted they are working on a logo for bring It Cheboygan and the high school marketing class is working on that with the Logo Committee. Also, the Group had a visit from Haynze Whitmore, who is producing a movie here. It is a horror flick and filming will begin in January at the red house on Huron Street. He is looking for investors. When she sends minutes to City Manager Eustice it will have all of his contact information and knows Council will want to help him out to produce this movie. It will star Bill Mosley, who is supposedly one of the icons in horror flicks, so it could really be a great avenue for them. Mr. Whitmore told her it will bring out a lot of people standing on the streets just to look at the trucks. They will begin filming interior shots in January and outside in May.

Ms. Nelson informed Council the Group has 67 volunteers with a core group of about 25 that come to the meetings every week, inviting Council to the December 5, 2016 meeting at 9:00 a.m. at Purple Tree Books. Councilman King commented he was at a Farmer's Market in Grand Rapids this past weekend. He explained internal tracking available on cell phones and the opportunity to review a business, which includes mapping. Ms. Nelson commented there is a Bring It Cheboygan Facebook page that people can leave comments and she will ask Travis Neuman who set this up about what Councilman King explained. She then informed Council that the farmers had a meeting and they voted to come to Festival Square both days in 2017. They elected their five member Board of Directors, also, and will meet every month until the season begins.

City Clerk/Treasurer's Comments:

- **Election** – Clerk/Treasurer Kwiatkowski informed Council we had a very good election as far as the way it ran for the City. We had 55% voter turnout and County-wide it was better than 60%. Kudos to the ladies that worked the election. Two Precincts puts in a 16-hour day, starting at 6:00 a.m. The rest of us in Precinct 2 put in a 17 ½ hour day. Special recognition for Janet Gahn, his little general at the polls. Anything that comes up she has her laptop and is able to look things up and solve any problems as far as where people need to be and what Precinct they are in. There are different ways we have to handle voters that don't have an ID or don't show up in our rolls. Janet takes care of all of that, so things went very well and very smoothly. Overall it was a good election for the City of Cheboygan.
- **Munetrix** - Clerk/Treasurer Kwiatkowski reported he is working on Munetrix on the City's website, which has all of the financial information that the State of Michigan, Department of Treasury ties our revenue sharing into what we put on our website. The actual 2016 Budget, for the fiscal year just ended, was put on the website today. Also the current 2017 fiscal year Budget was also loaded. Tomorrow he will put in a Projected Budget for 2017/2018. He noted there is pension information, etc. that people can access from the City's website. It has to be updated and approved by the State by December 1 of each year. He noted there is about \$26,000.00 per quarter in revenue sharing that is directly tied to what we put out there on the website, so we are looking at about \$100,000.00 in revenue.
- **Audit** – Clerk/Treasurer Kwiatkowski informed Council they will be wrapping up the audit hopefully by the end of the month, noting there are some things he still has to do, i.e. Management's Discussion and Analysis, take a look at the numbers and see what else the auditors need us to do as far as updating our books. It will be pretty busy, but things will quiet down once December 1 goes by.

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City Manager's Report:

- **Downtown Christmas Decorations** – City Manager Eustice reported the Christmas decorations were started today and the light pole are done with fresh garland, which the DDA purchased. The fresh garland was much easier to work with. The tree in Festival Square will be decorated either this week or next week.
- **Port Property** – City Manager Eustice informed Council on October 31 Kokosing requested the Baseline Environmental Assessment the City had done when the property was purchased, which they were given the same day and their attorneys are reviewing it. It was in the Purchase Agreement we gave them that they could request any documents the City has. He does not think the BEA will affect the sale, although it slowed the sale down. Ryba Marine is also very interested in obtaining the rest of the property, but are waiting to see what Kokosing does. City Manager Eustice commented that once Kokosing signs the documents, the closing will take place within 90 days.
- **Fall Pick-Up** – City Manager Eustice stated it has been an unusual year for the fall season, as it has been a late fall. The pick-up was started on October 24 to run through November 4, but so much of leaves are not down yet. DPW Director Karmol and Crewleader Fein are working on getting this all cleaned up. He stressed the importance of having this completed before the snow comes.
- **National Guard Armory** – City Manager Eustice said he recently spoke with General Michael Stone and made him aware of a couple things they found out, noting Mayor Bronson pulled some 1955 articles from the Tribune when it was built. The City did contribute \$10,000.00 cash and \$25,000.00 in in-kind services (water/sewer to the building), sidewalk, etc. Mayor Bronson stated the total project cost was \$285,000.00, with the County contributing \$10,000.00 cash. Councilwoman Riddle commented the City has more invested in this property then the County does. City Manager Eustice commented the Army Reserve Unit that was looking at purchasing it and run it pretty similar to the National Guard, but they have backed away. He went on to state there is a Marine Reserve that is interested in it, also, and General Stone is working with them. Other than that, they would be required to auction it because the State of Michigan owns it but the City has some interest in it. General Stone is looking into whether the costs the City put into it are recoverable or how they would deal with that, as this is a unique situation. City Manager Eustice then informed Council there are National Guards that are set to close in the next couple years with several located in the U.P. He noted all the National Guards were State funded, not Federally funded. Councilwoman Riddle commented the Armory would make a nice recreation center. Councilman King agreed. City Manager Eustice stated the location would be excellent being close to the trails and schools. Councilwoman Kwiatkowski said maybe they will donate it back to the City. Mayor Bronson commented that is unlikely due to the amount of money put into the Armory the last ten years. Mayor Bronson inquired as to the underlying zoning of the property. City Manager Eustice replied, single-family residential, which is also an issue. He noted that the former Junior High School was also located in a single-family residential zoning district, but we developed a Re-Use Overlay Ordinance to change the use of a specific property.
- **West Side School** – Councilman Temple asked if West Side School has been sold. City Manager Eustice stated he has heard nothing in that regard. Councilman Temple then inquired about some of the playground equipment that was to come to the City. City Manager Eustice replied the school wanted to keep some of the equipment if our DPW would move that equipment to East Side. Councilwoman Riddle stated it would be nice to move some of the equipment to Project Playland to replace some of the other equipment. City Manager Eustice stated the equipment in Project Playland needs to be upgraded. Mayor Pro Tem Couture commented we have to find grant funding. Councilwoman Riddle suggested Crowdfunding. Comments were made on the Kiwanis Club meeting their Crowdfunding goal.

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▪ **Christmas Parade Route** - Councilwoman Riddle inquired on the change in route of the Christmas parade. City Manager Eustice replied it is being shortened to begin at the Great Lakes Tissue property next to the Salvation Army and end at the Eagles, noting this is a Chamber sponsored event.

Messages and Communications from Mayor Pro Tem and Council Members:

▪ **Streetlights** - Councilman King commented there are certain areas in town at night with barely noticeable street lighting, noting an area that concerns him is the Great Lakes Tissue area because of shift changes. Another comment was made regarding lighting near the library. Councilman King wondered if some of the lighting problems are due to being older type lights and feels an assessment needs to be done due to a safety issue. Also the Recreation Center area is very dimly lit, especially where the housing is. He commented on LED lights being nicer. Clerk/Treasurer Kwiatkowski informed Council he received a call about three weeks ago from Consumers and they are doing a survey of all street lighting in Michigan now and told him we can get high pressure sodium lighting replacements for nothing. He then stated the estimate to replace everything with LED lighting back when former City Manager Stuart was here was about \$300,000.00.

▪ **Pop-Up Stores** – Mayor Pro Tem Couture inquired if the pop-up store is in place, noting he has heard comments but not negative against the store but that we allow that. City Manager Eustice replied it is in place, being Simply Marcella's. Mayor Pro Tem Couture stated we have people here all year-round that pay brick and mortar taxes and are established, and then someone can come in and scoop up on our busy season and then be gone. He thinks this is something that at least should be discussed, whether we allow it or not. City Manager Eustice stated this is a topic on top of the agenda for the DDA right now, as they want to take a look at it, as well. Mayor Bronson stated there was discussion at the DDA, but believes at the end of that discussion he thought a majority of the people were on the side of allowing pop-up stores whether we have the legal right to do anything about it. Also, the potential of someone that comes in for a couple seasons may see the potential of being open for a whole season rather than part of the year. The underlying land owner is still paying property taxes. Councilwoman Riddle said the land owner is paying property taxes and receiving rent/revenue from the person who has the pop-up store and to penalize them is not fair. They are trying to get a possible sale of their property. Mayor Pro Tem Couture stated this is along the same thing as the food vendors, which is a double-edged sword and we have to walk a fine line here. The discussion and rule needs to be put in place for pop-ups. City Manager Eustice stated pop-up stores can be positive, but do take business away from existing stores. In this case, it is a very well run store. The City requires a Land Use Permit every year, which is a \$25.00 charge; some people feel the charge should be greater. We at least have all the documentation on who they are and what they are doing, as our concern is pop-up stores come in and sell merchandise and leave and never come back. A person is buying at their own risk. Councilwoman Riddle stated that is part of business and people are more inclined to shop if there are more stores in an area. City Manager Eustice stated that is the activity theory, noting the MEDC is in favor of food carts because the more activity someone sees in an area the more inclined they are to stop.

▪ **Farmer's Market** – Mayor Pro Tem Couture asked City Manager Eustice if he has had any contact from the Farmer's Market. City Manager Eustice responded nothing officially, although he has talked with Steve Crusoe. Ms. Nelson stated Mr. Crusoe was elected to the Board and Mr. Lowell Beethem was elected the Market Master, so he will be in charge. Mayor Bronson stated having a Board is a first for them. Mayor Pro Tem Couture asked City Manager Eustice when he and Chief Jones discussed the food vendors if the Farmer's Market was discussed, as well, in that same conversation. City Manager Eustice replied they did not. Mayor Pro Tem Couture stated that conversation also needs to be had and a policy has to be created. They cannot do anything unless we put forth the guidelines. If they are going to be allowed to use Festival Square, what are the parameters? He does

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not want to restrict it at all, but the paperwork has to be in place so there are no questions of what can and can't be had. Do we want to allow them in other parking lots, etc.? Chief Jones commented this is contained in the suggestions he gave to the City Manager. Mayor Pro Tem Couture asked if they are looking for feedback from Council. Chief Jones replied that Council makes the decision. Mayor Pro Tem Couture stated the communication has to continue via e-mail on some of the hot topics to keep Council in the loop on some of these items, noting there was three weeks between meetings. Councilman King agreed, stating he does appreciate getting e-mails. City Manager Eustice stated he certainly can do more of that.

- **Former Talk of the Town Building** - Councilwoman Riddle stated there was a movement to try and have the building adjacent south of Festival Square, but that fell through because someone else purchased the building. She asked if there is any information on that building. City Manager Eustice replied the building was purchased by Mr. Chris Sangster and they are going to develop a yoga center in the building closest to Festival Square and eventually they will probably open back up a small restaurant/pizza restaurant. The large part of the building is going to be a yoga center.

- **Former Viau's Clothing Store** – Councilwoman Riddle inquired as to what business is going into the former Viau's Clothing Store. City Manager Eustice replied it is going to be a health food store. They are doing some work in there and are probably not that far from opening.

- **Former Walkway Café** – Councilwoman Riddle asked about the status of the new business in the former Walkway Café. City Manager Eustice stated most of the work for the new business will probably take place next spring. Sharen and Brian Lange, who are purchasing the building, are going to approach Council to get a downtown liquor license. If there are no liquor licenses available in the County that one can purchase, then you can apply, if you are in a DDA District, for special liquor license that is only specifically for that building. This should take place this winter. The Lange's are also going to go through the Façade Program for their renovation and have already talked with the MEDC. They will be putting significant monies into that building.

- **Website** – Councilman Lavender inquired as to the status of the new City's website. City Manager Eustice responded in 15 days we will have a model we can look at. Councilman Lavender then asked the time it was supposed to be done in. City Manager Eustice responded a year ago, at least. City Manager Eustice stated we had some issues with that and he finally called them and told them we need to get it done, noting the company has a pretty good reputation although they lost several cities in the State for the reason they did not get it done. There was no set deadline for completion. Mayor Pro Tem Couture stated we need to do that in the future to make sure they deliver or we get our money back. Mayor Bronson stated we don't want to have to be following everybody to make sure they do what they should. City Manager Eustice stated he had a conference call with them about 15 days ago, at which time they said in 30 days they would have a site up for us to look at and make changes to. Through the new website, we will be able to take credit cards for utility billing and property taxes.

- **Wireless Signal to Festival Square** – Councilman King asked if there is any way we can feed a wireless signal to Festival Square with a separate router. City Manager Eustice replied possibly. Councilman King stated this would not be free to the public, but to those that are renting it or using it, such as the Farmer's Market. City Manager Eustice added it would have to be password protected. He then stated we are now a member of the Michigan Farmer's Market Association, which allows us to run all the programs such as Fresh, etc. and a lot of them go through credit cards, Bridge Cards, or Double-Up Food Bucks (for twice as much product). This is all done electronically.

- **Meijer's** – Councilman Temple asked on the status of Meijer's. City Manager Eustice stated he has not heard anything, as Inverness Township is trying to determine how to fund it. We have a utility service agreement that they have looked at, but it is not in the final stage yet. It should be in the final stages by next week. Councilwoman Riddle asked if it was looked at favorably. City Manager Eustice stated there has not been a lot of feedback. Clerk/Treasurer Kwiatkowski commented the draft

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does not have numbers in it. Mayor Pro Tem Couture stated there are no numbers attached to it for costs. He gathers this is what they are waiting for. City Manager Eustice replied not necessarily. We know what the costs are, which are 150% of what the City residents pay and they have known that for two years. Mayor Pro Tem Couture commented there is also tap in/hook-up fees. Mayor Pro Tem Couture then said he got feedback, stating the City, Inverness Township and Inverness Township DDA are not on the same page. He then asked how we get there, noting it is kind of on the City. Clerk/Treasurer Kwiatkowski stated we will get them the information, but they still have to come up with the financing to pay for the infrastructure. Mayor Pro Tem Couture stated but if they don't know what that is. Clerk/Treasurer Kwiatkowski stated that is up to the Township, not the City. We are not going to give them a price on what it costs to build the infrastructure. Mayor Pro Tem Couture said the simple fact is they are still waiting for an agreement that they asked for and they haven't gotten it yet. Councilwoman Kwiatkowski inquired on the 30,000 gallons they want. City Manager Eustice stated we replied with 10,000 gallons. He did have a long conversation with Mr. Bob Andrews last week and showed him the draft. He also gave him the information for the District MDEQ Director, Brian Thurston and told him to call him because he is the individual that is going to permit this whole process and understands our system better than anybody. Inverness Township, he thinks, does not have a good understanding of what it takes to run a water system and what the permit process is and who can manage it. We can't just sell water to another unit of government and Inverness Township believes they can buy water from the City of Cheboygan and then resell it to customers in Inverness Township, which is why they wanted 30,000 gallons a day to sell to other multiple customers. They cannot do that because you have to be a supplier and have a licensed operator in place, as well as a 20-year master plan and capital improvement plan. All of this has to be in place before the MDEQ will permit a water line even going into the Township. The City of Cheboygan has all that in place and that's the reason they need to utilize our expertise and experience and our water operators. The Township needs to build the line and turn it over to the City. Councilman Temple asked if the Township has all the answers it needs from the City. City Manager Eustice responded in his opinion, yes. If they are asking for something we can't give them, then no. He has given them every possible answer he can. Mayor Pro Tem Couture stated he believes that, but somewhere the communication line is severed and does not know whose fault it is, or if it is a fault. City Manager Eustice stated the letter dated October 4, 2016 was to him which asked him to put in writing how much water we are going to sell them and at what price and what the tap-in cost would be. There is no way that he would ever put that in writing because it is an unreasonable request. There is much that is contingent upon how much water you can push into the Township. Mayor Pro Tem Couture asked if City Manager Eustice has had this conversation with Mr. Ron Neuman. City Manager Eustice replied yes. Mayor Pro Tem Couture then stated that is all he needs to know because that is the explanation that needs to be given that what they are asking for is not possible and this is what they need to do. City Manager Eustice then stated we are moving forward as best we can and they should be building a line by next spring.

- **Flags** – Councilman Temple commented he has received several calls regarding the unlit flag on the Blaskowski Memorial in Washington Park. City Manager Eustice stated he talked to this gentleman today. Councilman Temple then stated there is no light on the flag at City Hall. He stated this has been corrected. Councilman Temple asked if it is City owned property where the flag is on the pier at Gordon Turner Park. City Manager Eustice stated it is located on the Crib Lighthouse, which is City property that sits on State land. Councilman Temple stated if there is no light on this flag then the flag needs to be taken down. City Manager Eustice stated he thought there was a light, but will check with Mr. Hancock, who takes care of all the flags. Councilman Temple said he was informed that all City buildings need flags, not just the main building, which is City Hall. City Manager Eustice stated they researched that and all municipal buildings are required to have a flag on the main building, i.e. City Hall; although we do have flags at most of our facilities with lights on all.

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Adjournment:

Councilman King moved to adjourn the meeting at 8:52 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
November 22, 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: King, Kwiatkowski, Bronson, Temple and Couture

Absent: Riddle and Lavender

Councilman King moved to excuse Councilman Lavender and Councilwoman Riddle; supported by Mayor Pro Tem Couture. Motion carried unanimously.

Councilman King 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 Councilman Temple. Motion carried unanimously.

Department, Board and Commission Reports:

- **Department of Public Safety Monthly Statistics, October 2016** - Received and filed.
- **Downtown Development Authority Board of Directors Meeting, November 1, 2016** - City Manager Eustice stated they are still working on the trip hazards and the DDA discussed filling in the concrete areas to level off the cove areas and it was decided to send out Requests for Proposals to see what the cost would be. City Engineer James Granger sent out RFPs, which were due November 18, 2016 and none were received. In the spring they will again send out RFPs. Ideas were also discussed about using colored concrete which will alleviate the cut-out areas, although the trip hazard will remain and bollards will have to be put up during events. Shortly after the New Year, weather permitting, the City will begin building an ice rink.

Unfinished Business:

- **Consideration of Mobile Food Vendor License Application, Fees and Guidelines** - City Manager Eustice informed Council that Chief Jones has prepared a Mobile Vending License and has made some suggestions. Also this afternoon a letter was received from Mr. Eric Wheeler with his opinion on the mobile food license, which Council has been given. He went on to state that Chief Jones has edited the current License Application and added some things to it; the two significant suggested changes to this are the license would require that a mobile food vendor be 250 feet from a similar or like food establishment (the current license is 100 feet) and the second is the fee charged – the fee for City residents is recommended at \$600.00 per six months and/or an annual fee and \$900.00 per six months and/or annual fee for non-City residents. City Manager Eustice then informed Council that Chief Jones did investigation of other municipalities around Northern Michigan, noting the fees in Traverse City and Harbor Springs are significantly high, while Boyne City charges nothing. It's a matter of level we want to charge. The 250 feet from similar like food establishments is a suggestion, although they talked about a situation like Johnnie's who wants them there at certain times of the day, so maybe we need to include a clause in the license if a business wants a mobile food cart near their establishment.

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Chief Jones addressed the Council stating in their packet is his memo to the City Manager, dated November 10, 2016. To set the record straight, they are not creating a new ordinance, as most of the amendments are made to the License Application, noting this falls under the peddlers, transient merchant or solicitors licensing ordinance. We don't have to create an ordinance and some things may have to be amended to that ordinance if the Attorney finds necessary, but most of it's covered under the decision of the Council on the License Application. Chief Jones then briefly reviewed the eight considerations staff is asking Council to look at or that the vendors and/or the business people are asking to look at. He then highlighted some of the considerations regarding zoning and whether multiple businesses are allowed on one lot, as the City has zoning restrictions that prohibit that and generally those are allowed in a B-3 (General Business) which is usually south of Nelson Street on Main Street and beyond "F" Street on State Street. Examples include the K-Mart Plaza and Lincoln Bridge Plaza. There was no restriction previously on hours of operation. Most of the insurance carriers recommend one million dollars minimum liability. Chief Jones went on to state the importance of appearance and compliance with zoning, signage, noise and all other ordinances and State and Federal regulations. He pointed out that all the vendors will be required to be self-contained and/or have water, electricity and sewer coverage. He then referred Council to the sample draft of the Mobile Vending License, Regulations and Required Documents briefly reviewing the same stating in the past he gave the vendors three locations that they pretty much picked keeping in mind they were a distance from similar or like businesses. There were a few complaints on the guys operating in the wee hours of the morning by some of the residents living downtown above the stores. The rest of the Regulations are from our prior License Application, the cities of Traverse City, Charlevoix and Harbor Springs; Chief Jones then reviewed the same. He noted that last year he set Moulder's Mobile Mouthfuls 200 feet from a similar/like business, which seemed to work for most of the season although other issues came to bear on it and in turn created the letter Council received from some of the businessmen. Chief Jones then read: "Vending is prohibited on public property within one block of a City authorized street fair, public festival, farmers market or event, unless authorized by the event sponsor." He stated this appears in bold print because this is a major section they have in the Traverse City ordinance. In the past when there has been an event at Festival Square and one of the local vendors wanted to get into it, there is an additional fee above the license fee. Chief Jones explained not operating in a clear vision area on a City street is generally 3 or 4 car lengths from the corner. He knows that Moulder's is working on rather large van for next year, which will obviously be a bigger vision obstruction on certain corners so it may have to be farther down the block or where there is a red light or four-way stop because it will take up more vision of someone wanting to pull out on Main Street from a side street. It is anybody who would come with a larger truck. Chief Jones commented although some of the Regulations are repetitive they want to make sure they bring everything to the attention. He noted that in the past he has had to warn vendors of loud music, amplification devices or "crying out". Also, the portable sign square footage allowance is tied in with the City's Sign Ordinance. Chief Jones then informed Council there have been vendors using power supplies, etc. without authorization in the past, which was corrected.

Chief Jones then briefly reviewed the Required Documents, noting that these have all been in place for quite some time with the exception of a photograph and brief description of the food vendor unit, which came from another municipality, and the cooking method contained in the Vending Unit Information section of the Mobile Vending License. He then reviewed the fees he recommended last April, noting another consideration is to have two options of a 6-month or one-year license and/or whether Council wants to consider anything for a resident or non-resident. An issue was does that mean County resident, but it is a City resident. The current three vendors that we had under license are all City residents. Chief Jones noted that they have not had a problem with vendors leaving their food trucks parked beyond one hour before or after scheduled hours. He then noted that Veteran

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Owner Operator is required because of State Statute.

Chief Jones then directed Council to the November 10, 2016 Memo listing the mobile vending fees of other communities, reviewing the same. He then asked for questions. Mayor Bronson inquired if the certificate of insurance requirement is something new. Chief Jones replied no. Councilman King commented the City is to be listed as an additional insured. Chief Jones then handed out copies to audience members on the recommended fees. City Manager Eustice asked if the Health Department requires the Certificate of Insurance to get a license. Chief Jones replied no, as the Health Department's is basically with food regulations. Andrew Kosack of Duke's Dogs commented in order to do business on MDNR property they required him to have this type of insurance.

Mayor Bronson asked what the 250' boundary, in practical sense, does to people and does it really limit as to where food trucks can be. Chief Jones replied in some blocks it could, noting it is generally one-half the length of the average City block, noting this is strictly up to Council. He pointed out the Dairy Queen block is about a 500' block; the next block from Elm to Division is about 800' to 1000'; the block of Citizens National Bank is a little bigger; and the next block from Backus Street to State Street is around 500'. City Manager Eustice commented the 250' regulation would basically eliminate the ability to put a food truck from Mackinaw Avenue to Nelson Street. Mayor Bronson stated this is the issue we want to discuss of food trucks in the DDA District. Mayor Pro Tem Couture stated first and foremost do we want food trucks in the DDA District and after that then all the next things go down the checklist, i.e. how much do we want to charge, etc. His biggest concern personally is not allowing food trucks in the downtown as it's a good thing to bring people downtown. He has a concern that any business, not just like businesses, should have the ability to say they don't want a food truck of any sort put in front of my establishment. The location where a food truck wants to do is basically a permission thing. Mayor Pro Tem Couture stated further it is his opinion it is kind of a right of people who own businesses on Main Street, which is why they have their business there, have the brick and mortar, pay taxes, and the food trucks is a separate kind of deal. He is not trying to hinder the food cart, but thinks Council has a responsibility to protect those brick and mortar taxpayers, as well. Even though the food cart vendors are taxpayers, those brick and mortar owners pay City property taxes for their business, even though they might not live in the City. His concern is protecting the local businesses that don't want them in front of their business. Mayor Pro Tem Couture then stated he works for Johnnie's and thinks they are okay with having Moulder's Mobile Mouthfuls in front of their business, although he hasn't talked to the owner, and if this is the case have it signed off on and when the Application is completed as to locations of operations, there is a permission letter from the business owner.

Councilman Temple stated his opinion is the people that stop at these food carts are not headed to a restaurant, they are in a hurry. If they don't stop at the food carts they will head to McDonald's or Burger King. Mayor Pro Tem Couture stated he does not think it hinders businesses and if it does, it's competition and that's how it works. Councilman King mentioned we are moving into a new economy and it's tough running a brick and mortar food business here. The food carts are start-ups and, as mentioned in Mr. Wheeler's letter, they eventually get their business model down and product down and eventually may move into something. But as far as attracting people in the summertime, the livelihood it brings to have those kind of things out on the street is a great thing. We would be very short-sighted if we ignore that, as it does exist in other places. He thinks we have a chance here to work with people starting up and find a compromise and do this. Councilman King then stated he agrees with Mayor Pro Tem Couture that the 250' kind of limits Main Street. He thinks with a compromise with businesses owners having it out front in specific hours is not too far reaching. Mayor Pro Tem Couture asked Chief Jones if we can regulate this on a trunkline. Chief Jones replied

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yes, noting he received an e-mail from MDOT. Chief Jones then pointed out to Council the July 20 letter from multiple businessmen and the July 18 letter from one businessman, which is what really brought this back to the table. Mayor Bronson commented the 250' is too much, but is also concerned with us allowing business owners to regulate what is happening on public property. Mayor Pro Tem Couture stated then the only way to regulate that is to not allow it, and he is trying not to do that but is trying to protect what's there because it is one thing when somebody parks in front of your business and goes to another business, which you cannot control. But when somebody sets up shop in front of your business, whether it's the same style business or not, he has a little issue with that unless the business is okay with that. Mayor Bronson commented his mother owns a store on Main Street and often complains about people that work downtown parking in front of her business, and she thinks she should be able to tell them to move. If we enforce that, we are going to have people marking out property up and down Main Street. Chief Jones stated this issue came up about 35 years ago and the City Council at that time took out the meters due to the development of the box stores. Mayor Pro Tem Couture commented the downtown area is a constantly revolving changing morphing business place. It has gone, just by joining groups and getting help to revitalize our downtown. The mobile food carts could be a part of that, which he wants, but he also doesn't want to deter someone from opening a business knowing they have competition that has free reign to come as close as they want to their business. We are going to have to all come to an agreement, but it will ultimately be the decision of Council. Mayor Bronson commented the different atmosphere of food trucks, such as when he goes to Duke's Dogs, and he ends up talking with whoever comes up and it is a whole different community, not like that of sitting in a restaurant and only speaking to who is at your table. He thinks if we had more of them we will get more people talking and walking up and down the street hopefully shopping. City Manager Eustice commented the MEDC's theory is that activity breeds more activity, so if you have food carts downtown and if people are driving by and see that activity they are likely to stop, because we don't have a lot of activity downtown. It's a new game, a different idea from the traditional restaurant, and it's the wave of the future. Do you support the brick and mortar owners' opinions or do you move forward and allow the new era of food service? Councilman King stated he does not think the fact that we have food vendors is what is keeping people from going to the doors of the businesses. Everything is closed at 9:00 p.m. and people won't come back. He understands what the business owners are saying, but thinks it's a free market and we need to adapt. Business owners can compete with this by putting out a food cart themselves. Mayor Pro Tem Couture asked Councilman King what his thought is on regulation in front of a business, none? Councilman King stated he knows it can get into a grey area as far as having permission. It is an okay thing to do, but we can cut down the footage and operate the way we have been doing. There are certain ones, such as the Brewery, that loses prime parking in front of their business. He can see that argument that during prime operating hours they are losing that traffic flow.

Mr. Eric Wheeler stated he does not think the issue is being in front of a business, noting it will keep us from being in front of any business without permission. If someone wants him in front of their business and a business next door does not want to allow it, he feels the rules in place already deal with that situation. Chief Jones stated in the beginning Mr. Wheeler was set up in front of the Brewery and the first year there were some issues with waste disposal and such, so they agreed to move. Then they came back and told him they talked to the Brewery and ironed it all out, at which time he asked for a letter from the Brewery, which he got. He does not think all the partners of the corporation knew about the letter. Then last year there were additional complaints from the Brewery and the Dairy Queen. Chief Jones then played negotiator and the distance was changed to 200' so it put them back off the edge of the Brewery and it kept them 200' from the corner of the Dairy Queen. Distance can be done any number of ways, i.e. front door distance. The Council needs to consider whether it's going to be similar like businesses they'll get complaints from or another adjacent

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business. He thinks the 100' rule is safe, based on experience. Other communities are having issues and are going back to the drawing board. Chief Jones stated Duke's Dogs has probably the hottest spot in town, noting he has plenty of parking. Most places he goes he always has plenty of space. Councilman King stated he has no problems with the structure as presented and thinks it's very reasonable; however, when it comes to 7 or 8 vendors it is going to get monkeyed up downtown with vendors competing with each other. Mr. Wheeler commented he was not upset when Duke's Dogs showed up. Councilman King also stated the additional fee for a special event is reasonable, too. Mayor Bronson stated this food truck philosophy is similar to the pop-up stores. Business people say we shouldn't allow pop-up stores because they are not here all year, which he does not necessarily agree with. These issues are tied together and we are looking at a different economic tool or method and decisions we make about this are going to carry over to the pop-up store. Mayor Pro Tem Couture stated also the Farmer's Market. Mayor Bronson said he thought the suggested fees were high and part of the reason is that it is a drastic change from \$100 to \$1200 per year. Councilman King suggested adjusting it for a seasonal fee. Mayor Pro Tem Couture stated he feels it's reasonable to offer a 6 month fee. Mayor Bronson commented he is thinking a fee of \$300.00 for a year and then other rates for a partial year, and if we wanted to we could charge more for a non-resident. He noted in other cities, some of the food trucks are connected to a restaurant in town. Mayor Pro Tem Couture stated that could easily happen here, noting he does not care what the fee is but that the regulations, if we need them, are discussed and cleaned up.

Mayor Bronson asked for comments from the audience. Mr. Kosack commented the recommended yearly fee is way out of line and \$300.00 is real workable, noting they are trying to attract business here in Cheboygan. The MEDC says the activity supports other businesses and brings tourists in. \$1,200.00 a year is hard to swallow and he does not want to move and does not want the City to price him out. \$300.00 is reasonable for the season, and something needs to be discussed for the off-season, as he is a year-around business. Mayor Bronson asked if very many food carts are year around. Mr. Eric Wheeler stated once he gets his truck, he will be year-around. Mayor Pro Tem Couture stated he is okay with \$300.00 for a 6-month period and if you are annual, then do it again. Mr. Kosack suggested one-half price for the winter time, as his business is just like everybody else that slows after Labor Day. Mr. Kosack stated his other concern are the blinking lights, as he has an open sign with LEDs that spin around and blink and it's not a strobe. Mayor Pro Tem Couture stated he thinks signage should be the same as the Sign Ordinance. Chief Jones stated the light that Duke has now is flat and does not face the traffic.

Mr. Eric Wheeler of Moulder's Mobile Mouthfuls stated the 250' distance is too much and the fees are too high. He explained, like Mr. Kosack, he started with nothing trying to build an empire. He would like to see us more on par with Charlevoix at \$450.00 for five months, feeling \$300.00 is more than fair. He stated he has a petition that states the person signing is in favor of keeping food trucks in the Cheboygan downtown area. He got 1,000 signatures in two weeks, noting a lot of people want them downtown. Most of the signatures are Cheboygan residents, and others are those that come in from out of town and spend their money here.

Councilman King stated up for discussion are hours of operation, asking what the vendors think is ideal because Council is looking out for its residents, also. Mr. Wheeler stated he operates all day with lunch, dinner and late night. There were complaints of his cart being outside of Johnnies in the wee hours of the morning and the City will continue to get those complaints. About the time they started operating outside of Johnnies, smoking was outlawed at bars. Everybody goes outside regardless whether he is there or not. He wouldn't really like to see a time restriction. In the summer he is planning on a smokehouse truck so he would be smoking the next day's food all night long. He

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was thinking maybe somewhere downtown, but not in a residential area. Having his truck located where he would operate all night long, a 24-hour burger, fries, breakfast, etc. because he will have a guy there running the smoker. Perhaps time restrictions in certain places would be better. Councilman King commented there is nobody here other than the peak time in the summer. Mr. Wheeler stated downtown there are two restaurants open past 2:00 p.m., not including Subway. Mayor Bronson asked if the business is going to regulate how long he is open. Mr. Wheeler replied yes, as will weather.

Ms. Lynn Hall introduced herself as a citizen stating she did research this week and made a copy of Traverse City's application and ideas and they mention only having a maximum of two vendors in a certain area, so there would be only two vendors downtown. Then two vendors on a different block or by parking lot. It sounds to her that the businesses in Cheboygan are trying to monopolize the traffic and thinks their influence stops at the sidewalk because it is the City sidewalk that runs in front of the business and then the City street, so the monopoly they have over is only in their business. Mayor Pro Tem Couture commented the property taxes for that business pay for those sidewalks and streets, etc. Ms. Hall stated this is where Council can come in and try and make everybody happy and put the vendors 100' away from any same type business. Mayor Pro Tem Couture replied that is exactly what they are trying to do. Ms. Hall stated the food trucks pay taxes, too. Not everyone has enough capital to own a restaurant and it allows people with great ideas, great food and great recipes to serve their creations to the public and do it in a very open and communal way. Ms. Hall then stated in New York City they found that the vendors were transferring licenses because they were usually non-transferrable and when they do that it limits the variety of food because the type of food goes with the license. This is something the City might want to consider. Chief Jones commented this is addressed under the Health Department. Mr. Kosack from Duke's Dogs inquired if there were any business owners present. There was no reply. Mr. Kosack then stated the brick and mortar owners are paying a tax on a capital investment that will appreciate in value while the vendors' trucks and motor vehicles do not. Mrs. Trudy Lofgren asked if the letter Chief Jones referred to contained objections from the merchants downtown. Mayor Bronson replied it was from people that offer food. Mayor Pro Tem Couture added it was from restaurant owners and basically stated the town is already well-served enough for restaurants and we don't need any more.

Mr. Scott Herceg, Cheboygan Area Chamber Director, commented he grew up in Traverse City and worked in Harbor Springs and those are both different economies than Cheboygan. The time he was involved in both cities was prior to the food trucks so he does not have a lot of insight there. The Chamber of Commerce has members on both sides of the issue and thinks there has to be a balance and can appreciate the brick and mortar position. Mr. Herceg stated he thinks this is exciting and an economy enhancer to having food trucks in this community and more often than not it is a positive thing. The Chamber does not have an official position but it has to be fair. He does think the discussion about the distance makes some sense and thinks the discussion about getting permission from whoever they are setting up in front up makes a lot of sense. On a personal note, Mr. Herceg commented the fees need to be fair and the proposed fees of \$600.00 and \$900.00 are a little high. He then suggested that the word sponsor on the Mobile Vending License Regulations be changed to producer, as sponsor is usually someone giving money to hang a banner at an event and producer would be the legal entity that is managing the event and providing the event for the community.

Councilwoman Kwiatkowski inquired on the section regarding locations, asking if these places are where they are going to be all summer long and they don't move. Mayor Pro Tem Couture replied he thinks what would work if there is going to be multiple locations a vendor could be located at, but if there is an entirely new location a re-apply is required. Chief Jones stated that is exactly how this is

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handled.

Mayor Pro Tem Couture excused himself from the meeting at 8:08 p.m.

Ms. Lynn Hall commented in another city they found out the people who were doing the inspections were also issuing the permits and that caused a problem in choices of food. She asked if the City has control over who inspects. Mayor Bronson replied no, the inspection is the responsibility of the Health Department.

Mayor Bronson asked Council how they wish to move ahead on this issue and do we want to wait until we have a full Council. City Manager Eustice suggested that all the information be digested before making a decision. Councilman King commented on the fees suggested May through October of \$300.00 and dropping it down to \$150.00 for November through April, in addition to keeping the 200' distance. Mayor Bronson agreed on the distance, but with permission. Mr. Wheeler stated he would like to see that the distance stay the same from like businesses and then if they were going to be in front of an unlike business, that permission would be required. A brief discussion was held by staff, Council and audience members. Councilman King recommended that any further discussion not be held until after the New Year. Mr. Wheeler commented as long as it is finalized in January.

Councilman King moved to table the mobile food vendor issue until the first meeting in January 2017; supported by Councilwoman Kwiatkowski. Motion carried unanimously.

Councilman King thanked the audience for attending and Chief Jones for his work, as well as the City Manager.

▪ **Discussion – Fire Damaged Home Located at 324 North “C” Street** – Chief Jones commented there is information regarding equipment rental and disposal rates for the demolition and removal of the home at 324 North C Street that burned last April. He talked with the current property owner, noting the current owner has no insurance and is willing to deed the property to the City for free. He then reviewed the cost if the home was demolished and removed by City staff. There are only two trash companies in our area with 3-yard dumpsters and are relatively close in cost. There is a question of whether or not it has hazardous material, primarily asbestos. An environmental assessment is required and the County permit for demolition is \$100.00. The removal of hazardous material could double or triple in cost. Mayor Bronson inquired as to our crew having to have hazardous waste gear, etc. Chief Jones replied he does not think that would be required. Since this was a fire, and if there were hazardous material, it is all together now with the non-hazardous material. He then stated he suspects none of the contractors bid with hazardous materials in mind, noting Darrow Excavators covers it in their bid. He then reviewed the two bids received for the environmental assessment. The City's cost was computed included everything, noting it was higher than E.F. Wilkinson & Sons, the low bid. At this point, the question is whether Council wants to proceed on demolition. He noted in the past the City has placed the demolition of a building under the nuisance ordinance and the cost was placed as a tax lien and we were paid. On another property on South “E” Street, the process took a little over three years through the Chapter 95 (nuisance) enforcement with no citations; however, it did go to Court. The City did get a lien payoff on this one, also, which was paid by the County under foreclosure on tax sale. Chief Jones noted we can go the same route on the home located at 324 North C Street, but the owner has no money and had no insurance. We can start enforcement action and citations, the first one if issued tomorrow would probably take 30 days for the owner to contest it in Court and then proceed from there. Chief Jones informed Council the biggest thing he is trying to accomplish is getting the building removed. Mayor Bronson commented when he drove by the

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property today there were people in the house, adding the door was open with two or three vehicles parked there. Chief Jones responded he will call the current owner tomorrow. Mayor Bronson then stated at \$5,000.00 he can see this, but at \$10,000.00 or \$11,000.00 that is harder to swallow. Councilman King commented he worries about precedence setting and people walking away from their properties, adding he agrees with the Mayor. Mayor Bronson stated it seems we need to have the environmental assessment done immediately, as it will affect any bids in the future. Councilwoman Kwiatkowski inquired as to grants available. City Manager Eustice replied it is a possibility but not as good of an opportunity it once was. There is still a grant funding program through the MEDC, but most of those monies were expended last year. We do not have to take possession of a residential property to get a grant. The MEDC says grants could be available, but there is very limited money compared to what they had last year. They would rather push those monies to commercial properties that are severely blighted. We are more likely to get a grant for something like the Gold Front. Chief Jones noted Cadillac received about \$80,000.00 last year for residential, noting the Blight Committee is looking at preparing for a grant for blighted properties. Mayor Bronson commented there are other buildings we would rather see demolished. Chief Jones noted there is a private property owner under blight enforcement that is demolishing this himself on Mackinaw Avenue. He then asked if Council wants the City to have the environmental assessment done. Mayor Bronson responded he does not know who else would do it if the City doesn't, and would feel safer if it's done. City Manager Eustice commented if we are going to take possession of a piece of property we should know what we are getting. Councilman Temple stated the house could end up being there forever. City Manager replied it could be there for a period of time and we still could use the ordinance lien process. Councilman Temple asked how often the City can serve the owner on the blight. Chief Jones answered every day. Councilman Temple asked what good that would do if the owner does not have any money. Chief Jones stated that will be between him and the Judge and does not see the Judge ruling against our ordinance, noting the owner could still be responsible for the costs, etc. City Manager Eustice commented we could get a court order to tear it down, for which we would have to bear the costs, and then we could place an ordinance lien on the tax bill for the cost. In this case, the current owner is not going to pay that. He went on to state we could get made whole when we have settlement with the County Treasurer, but the County Treasurer has the right to charge back those monies if they don't make monies at the tax sale that is typically in August. In the end we could end up paying for it. Councilman Temple stated if it cost the City \$12,000.00 to tear the home down, we wouldn't even get one-half of that back. City Manager Eustice informed Council the vacant lot would only be worth \$3,000.00 to \$3,500.00, so there would be a definite net loss. Councilman King suggested having the environmental assessment done by the City and to see if grants are available next year.

Motion by Councilman King to proceed with the environmental assessment on 324 North "C" Street property with Otwell Mawby of Traverse City, Michigan at a cost of \$1,050.00; supported by Councilwoman Kwiatkowski. A roll call vote was taken; motion carried unanimously

General Business: *(None)*

Public Comments: *(None)*

City Clerk/Treasurer's Comments: *(None)*

City Manager's Report:

- **Christmas Parade** - City Manager Eustice announced Saturday, December 3 is the Christmas Parade at 5:00 p.m. with Santa Claus in Festival Square following the Parade. Chamber Director Scott

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Herceg noted the shortened route beginning at Court Street to the Eagles parking lot at the end of Main Street.

- **Good Morning Cheboygan** – City Manager Eustice informed Council on December 9 at 7:30 a.m. is Good Morning Cheboygan at Citizens National Bank with the high school catering. The cost is \$7.00 for the general public and \$5.00 for Chamber members.
- **Planning Commission Meeting on November 21, 2016** – City Manager Eustice stated the Planning Commission met last night and he is having the Commission look at revising our Capital Improvement Plan. There was a CIP approved in June 2015 by Council, which was a five-year plan. One of the reasons for revising the CIP is that the MEDC Redevelopment Ready Communities (RRC) process wants a six-year plan, so the next CIP will go from 2017 to 2022. He will attempt and have it more detailed, realistic and prioritized of what we can and cannot do. The current CIP was put together hastily because it was needed for grant funding and a CIP is always needed for grant funding purposes. You can still put capital improvements in a Plan to try and get there, but you don't necessarily have to do everything in a CIP. City Manager Eustice noted a very critical part of the CIP going forward is grant funding and/or loans for water system sewer system upgrades. Mayor Bronson asked if we have plans on hand for "ready to dig/shovel ready". City Manager Eustice replied yes. Councilwoman Kwiatkowski stated it is time to be proactive. City Manager Eustice informed Council that water and wastewater is required to have a master plan for capital improvements by the MDEQ, which is one of the reasons why we got \$987,000.00 for Huron Street water improvements noting, however, the entire Huron Street was in the Plan.
- **2017/2018 Budget** – City Manager Eustice said he and Clerk/Treasurer Kwiatkowski are looking at the Budget for next year. They will try and have some preliminary ideas by at least the first part of January. He noted the rate of inflation came out in October from the State of Michigan for assessment purposes and it was only 0.9%, which is what the taxable values will increase. Last year the increase was 0.3%. He noted taxable value is capped other than the rate of inflation or if you make improvements. There was not a lot of construction/improvements this year either. The Budget for 2017/2018 will not look a lot different than this year's. City Manager Eustice then stated we also have both the AFSCME and POLC Contracts expiring the end of June 2017, which will have to be renegotiated and we will have to take a serious look at.
- **Bring It Cheboygan Group** – City Manager Eustice announced the Bring It Cheboygan Group has made an effort to decorate the empty stores downtown and they did a wonderful job and will look good for the Christmas season.
- **New Businesses Downtown** – City Manager Eustice informed Council the Mother Nature store should be opening soon, noting Simply Marcella's is open.
- **December Board of Review** – City Manager Eustice announced that December 13, 2016 at 5:15 p.m. is the December Board of Review, prior to the next City Council meeting. Notifications will be sent out to Council.
- **Public Hearing, December 6, 2016** – City Manager Eustice stated MDOT will hold a public hearing in the Council Chambers with regard to the State Street Bridge project on December 6, 2016 from 4:00 p.m. to 5:30 p.m. MDOT will publish this and get notification out. He noted truck routes will be Lafayette Avenue to Lincoln Avenue to Western Avenue. For trucks to turn on Main Street off the Lincoln Avenue Bridge is difficult, which MDOT is aware of, and will be discussed at the meeting. City Manager Eustice then informed Council about 40% of the gas trucks coming out of U.S. Oil that go to the U.P., which will have to be rerouted. This time of year there are about 20 loaded trucks a week, while in the summer there are about 37. Chamber Director Herceg asked for information to distribute to his membership.

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Messages and Communications from Mayor Pro Tem and Council Members:

- **Barricades on W. Seymour Street (Great Lakes Tissue/Salvation Army)** - Councilman King inquired as to the barricades on W. Seymour Street. Chief Jones replied equipment is being loaded from the warehouse that was stored there from TherCom. City Manager Eustice added Schwartz Boiler requested the street closure to move the equipment (came from TherCom’s plant in Springfield, Missouri), which is going to China on several semi-trucks headed for the east coast and then by boat to China.
- **Street Lighting at Great Lakes Tissue** – Councilman King stated the streetlights are on but are very dim. Vehicles do not stop for the 7:00 a.m. shift change, although he does, and there is no lighting on the crosswalk. He then noted there are also no lights on the Great Lake Tissue building that are on.
- **City Attorney Contracts** – Mayor Bronson stated he sent an e-mail to City Manager Eustice concerning the City Attorney Contracts because they were renewed with the two current people, but were not bid out. City Manager Eustice commented the second extension was a one-year extension. Mayor Bronson stated it has been six years with the current attorneys not including the current year. It is due for rebidding and we should be getting something out for proposals. City Manager Eustice stated he will prepare Requests for Proposals for the next City Council meeting on December 13 that Council can act on, as the current Contracts expire January 31, 2017.
- **Light for Flag at Huron & Backus Streets** – Councilman Temple asked if the light was fixed for the flag at Huron & Backus Streets. City Manager Eustice replied yes.
- **Fall Clean-Up** – Councilman Temple inquired on continued fall clean-up. City Manager Eustice stated staff will try and get everything picked up.

Adjournment:

Councilman King moved to adjourn the meeting at 9:01 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
December 13, 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: Couture, Kwiatkowski, Bronson and Temple

Absent: Riddle, Lavender and King

Mayor Bronson led the Pledge of Allegiance to the Flag.

Approval of Agenda, and Receive and File all Communications:

City Manager Eustice stated he has given Council a memo regarding non-union hourly employee increases and would like to add this to the Agenda. This includes the hourly employees in the Parks & Recreation Department and the part-time clerical person in the Department of Public Safety. He is proposing a 1% increase, which is consistent with the AFSCME Union Contract. This will be added to the Agenda as 9-C.

Mayor Pro Tem Couture moved to approve the Agenda, as amended with the addition of 9-C, and receive and file all communications; supported by Councilman Temple. Motion carried unanimously.

Approval of Prior Meeting Minutes:

Mayor Pro Tem Couture moved to approve the Regular City Council Meeting Minutes of November 15, 2016 as presented; supported by Councilwoman Kwiatkowski. Motion carried unanimously.

Councilwoman Kwiatkowski moved to approve the Regular City Council Meeting Minutes of November 22, 2016 as presented; supported by Mayor Pro Tem Couture. Motion carried unanimously.

Bills and Disbursements:

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

Mayor Pro Tem Couture inquired as to the payment to Blue Care Network, stating he has noticed that a lot of groups will be taking a pretty big increase come the first of the year, asking if the City has seen that. Clerk/Treasurer Kwiatkowski stated fortunately our renewal date is December 1, so we did not get hit with that. Our biggest increase for any contract holder was 5%. Mayor Pro Tem Couture stated this is something to think about for the future.

Mayor Pro Tem Couture moved to approve the prepaid bills and disbursements for the month of November 2016 in the amount of \$447,520.70; supported by Councilwoman Kwiatkowski. A roll call vote was taken; motion carried unanimously.

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

Councilwoman Kwiatkowski moved to approve the unpaid bills and disbursements for the month of November 2016 in the amount of \$29,049.35; supported by Councilman Temple. A roll call vote was taken; motion carried unanimously.

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Excusing of Absent Council Members:

Mayor Pro Tem Couture moved to excuse Council Members Riddle, Lavender and King; supported by Councilman Temple. Motion carried unanimously.

Department, Board and Commission Reports:

- **Planning Commission, November 21, 2016** – City Manager Eustice stated the Commission meets again December 19, noting there is a site plan review on the agenda for CarQuest. They purchased a home on Huron Street (behind Alice’s Restaurant) and want to put up additional warehousing for their existing business. There has not been a site plan review since the Straits Area Federal Credit Union.

Resolutions:

- **Consideration of Resolution Adopting the Charlevoix, Cheboygan and Emmet County Hazard Mitigation Plan** – City Manager Eustice commented the Plan is on file and is required by CCEOEM and must be approved by City Council. Mayor Bronson asked if the Council only needs to approve that they are on board with the Plan. City Manager Eustice replied yes. Councilwoman Kwiatkowski asked if City Manager Eustice has read the Plan. City Manager Eustice replied, not entirely. Chief Jones knows more about the Plan. One can go to the cceoem.net site to read the Plan.

Councilwoman Kwiatkowski moved to adopt the Resolution adopting the Charlevoix, Cheboygan and Emmet County Hazard Mitigation Plan; supported by Mayor Pro Tem Couture. A roll call vote was taken; motion carried unanimously.

General Business:

- **Consideration of City Council 2017 Regular Meeting Schedule** – City Manager Eustice pointed out there is one potential conflict on the schedule, which is December 26, 2017. We may want to look at that later, but the Schedule can be approved.

Mayor Pro Tem Couture moved to approve the City Council 2017 Regular Meeting Schedule; supported by Councilman Temple. Motion carried unanimously.

- **Consideration to Take Proposals for City Attorney Services – Governmental Business and Ordinance Enforcement/Criminal Prosecution** – City Manager Eustice explained this is a request to take Proposals for City Attorney Services as the current contracts expire January 31, 2017. Mayor Bronson asked when the last time was the City took bids for these services. City Manager Eustice replied 2009, which was a three year contract (beginning in 2010), they were then renewed for three years and last year they were renewed for one year. Mayor Pro Tem Couture commented last year Council asked to have them re-bid this year.

Mayor Pro Tem Couture moved to take Requests for Proposals for City Attorney Services for Governmental Business and Ordinance Enforcement/Criminal Prosecution; supported by Councilwoman Kwiatkowski. A roll call vote was taken; motion carried unanimously.

- **Consideration of Non-Union Employee Wage Increases (Parks & Recreation and DPS Part-Time Clerical)** – City Manager Eustice stated Parks & Recreation Director Hancock was always under the assumption, and thought Council made a motion, that his staff, full and part-time, would get pay increases consistent with the AFSCME Union automatically. Director Hancock thought the previous City Manager took this to Council, but there is no record of that. He has told his staff that their increases were consistent with the AFSCME Union Contract, and came to City Manager Eustice

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in August and asked if his staff could get pay increases. Once it was determined it was not automatic, City Manager Eustice said he would look at it. City Manager Eustice stated he has not had a chance to get it on an Agenda, but told Director Hancock it would be put on tonight's Agenda before the end of the year. He then explained the last time we had any pay increases, other than Union personnel, was in December 2014 (non-union personnel and salaried personnel). In December 2014 the full-time employees in the Parks & Recreation Department received a 1% increase and the part-time employees received a significant increase from \$8.89 to \$10.20 an hour based on conversation Council had that there level of work warranted it. The salaried management personnel received a 2% increase. City Manager Eustice noted Ms. Michelle Corsault, the full-time employee in Parks & Recreation, does manage the Community Service people and workers from the jail; therefore, he is recommending a 1% increase for Ms. Corsault and a 1% increase for the part-time employees. Two part-time employees work 29 hours a week, otherwise we have to provide healthcare. Also, there is a part-time clerical employee in the Department of Public Safety and he feels this hourly wage needs to be increased by 1%, as well. Mayor Bronson asked if these increases would be retroactive to the beginning of the pay year. City Manager Eustice replied it doesn't have to be, but they thought they would receive their increase July 1. Mayor Pro Tem Couture asked if the 1% is still in the AFSCME Contract. City Manager Eustice replied yes, noting the POLC and AFSCME Union Contracts are up July 1, 2017. For the next budget year we are going to have to look at the Union Contracts, management contracts, and non-union personnel. Mayor Pro Tem Couture asked at that time will the Council have information for new health insurance. Clerk/Treasurer Kwiatkowski stated he will get the new health insurance information next October, as the anniversary date is December 1. Mayor Bronson inquired since they will be looking at budgets, can Council have another meeting about finances. Mayor Pro Tem Couture stated that was kind of where his thought process was, adding wasn't it asked at a meeting to have another meeting about the budget. He knows they requested to see the salaries as it was hard to gather this from the budget document. Mayor Pro Tem Couture suggested a budget workshop that just deals with staff salaries as to where each one came from and the total that is being paid to each employee. He thinks if we are going to be stepping into renegotiation of contracts soon, whatever we do with non-union employees sets precedence and vice-versa indirectly. He stated he is not saying he is against the Parks & Recreation increases, but feels it can all be handled in one conversation. City Manager Eustice commented there are certain things we all need to look at; for example, 20% of his salary is paid by the DDA. The staff needs to break all of that out so Council can have a good understanding. Mayor Pro Tem Couture stated it is time and would like to revisit what we are paying people and what kind of job we are getting done from those people, including the DDA and the City Manager's position in the DDA. There is a lot he's a little unclear on because they have not sat down and reviewed this, so questions can be asked. Mayor Pro Tem Couture then asked if management wants this budget meeting before the first of the year because the City Manager is asking for increases in the middle of December. Also, can they wait until the budget meeting? City Manager Eustice commented the Parks & Recreation and DPS Clerical recommendations are mainly because they didn't get what they thought they were supposed to. Clerk/Treasurer Kwiatkowski commented he has been at the City for 22 years this coming March and there has never been an agreement regarding non-union and part-time people and those have always been addressed in June, and if an increase was given it was given July 1, the beginning of the fiscal year. He does not know where Director Hancock got his information. Mayor Pro Tem Couture stated even though the recommendation is not a huge increase, every little bit we are doing and every decision to spend money comes from the General Fund, the operational fund. He wants to know where the City is at. City Manager Eustice stated the requested increases today are due to the fact that he failed to take it to Council in June for the current budget. Mayor Pro Tem Couture asked how many people the increase affects. City Manager Eustice replied mainly four people, although there are a couple of part-timers at Parks & Recreation. Clerk/Treasurer Kwiatkowski then clarified there are also a couple part-time employees at the Ice

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Pavilion, as well. Mayor Pro Tem Couture asked the other Council Members their thought on this. Mayor Bronson commented 1% of a \$10.00 wage is \$.10 an hour. City Manager stated for the part-time employees it equals to \$2.90 per week for 29 hours. Mayor Bronson stated his feeling is it probably should have been done in June, so we should make it retroactive, but at the very least we should do it now forward. Mayor Pro Tem Couture asked if there are any negative aspects to making it retroactive, such as setting a precedence. Clerk/Treasurer Kwiatkowski stated we have had Union Contracts go well in to the fiscal year and the increases were always retroactive. He will be able to run a report out of payroll to get the hours accurately and will do it on a one-time basis to catch it up, noting it is a little bit of work on his part. Councilman Temple stated he does not understand why we have City Manager that only makes \$2,000.00 more than a department head, asking how that happens. Also, we have an employee that has been here for 30+ years, DPS Chief, and makes less money than a person we hired 2 to 3 years ago, the DPW Superintendent. He asked where the City Manager comes up with this. City Manager Eustice replied mainly because the DPW position is the DPW Department, Water Superintendent and Wastewater Superintendent; he is basically three department heads. At one time the DPW Superintendent was at a \$55,000.00 a year salary and the Water/Wastewater Superintendent was basically at the same salary, so we were paying over \$110,000.00 for those positions. Councilman Temple then stated although the current DPW Superintendent watches three departments, he only has about a total of seven people in those departments. Mayor Pro Tem Couture stated that is exactly what type of questions to be answered in the budget workshops. Clerk/Treasurer Kwiatkowski commented the big thing when DPW Director Karmol was hired, it was virtually impossible to find anyone in the State of Michigan that has his licenses, and if you find them you are going to pay them. He thinks he is worth every single penny that we pay him. If we had to replace DPW Superintendent Karmol right now, it would be really, really difficult. Mayor Bronson stated this would be part of the bigger conversation we would have later. Mayor Pro Tem Couture agreed, stating he does want to have that conversation. He then stated the request is for full-time and part-time Parks & Recreation and part-time DPS clerical. Mayor Bronson stated the increase could either be retroactive or could be from now. Mayor Pro Tem Couture then asked what the City Manager's recommendation is. City Manager Eustice answered he thinks it is fair, if Council wishes, to make the increase retroactive.

Councilman Temple moved to make a change in salary of one percent (1%) for Parks & Recreation full-time, Parks & Recreation part-time and the Police Department's part-time clerical to be retroactive to the beginning of the fiscal year, July 1, 2016; supported by Councilwoman Kwiatkowski. A roll call vote was taken; motion carried unanimously.

Mayor Bronson stated hopefully in late January, early February 2017 we can have the budget workshop, as he would like to get some of the information digested before getting into Contract negotiations. Mayor Pro Tem Couture commented it may take a few meetings in a short span. Mayor Bronson then stated it was when former City Manager McNeil was here that we had meetings on this.

Public Comments: None.

City Clerk/Treasurer's Comments:

- **Audit** – Clerk/Treasurer Kwiatkowski informed Council they are about to wrap up the audit and will be getting in reports that are due to the State Treasury by the end of the year. Shortly after that, it will be tax season and he will be doing W-2s and 1099s, and wrapping up the payroll year with the Feds and the State. He is hoping by the second meeting in January he will have an updated Budget for the current fiscal year. There are a couple of financial reports that the auditors want him to provide to

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Council every month, one being an income statement. He will begin providing these every month to Council.

City Manager's Report:

- **Passing of Former Mayor Jim Muschell** - City Manager Eustice stated Mayor Pro Tem Couture mentioned the passing of Former Mayor Jim Muschell before tonight's meeting started. He passed away Saturday, December 3, 2016 and believes he was Mayor for eight terms from the 1960's to the 2000's. City Manager Eustice stated he thinks we should draft a Resolution for his family and also post it here in City Hall, because he sat on City Council for over parts of 50 years. Mayor Bronson commented Mr. Muschell sat on a lot of committees and also was City Engineer. City Manager Eustice stated he will put something together for Council for the December 27, 2016 meeting. Mayor Pro Tem Couture suggested presenting it to the family, if feasible and the family is willing.

- **Little Traverse Conservancy Land Transaction/Port Properties** - City Manager Eustice stated City Council has a memo from him with regard to this subject. He reported with the Port property that we purchased on the River, we also obtained a 63-acre parcel on the eastside that is basically wetlands. He has been in negotiations with Little Traverse Conservancy to sell them about 50 acres of that parcel, with the City retaining around 13 acres of uplands that can be built on mainly in the corner of First Street and Coast Guard Drive. The Conservancy is okay with this and has been trying to raise funding to purchase the 50 acres. The Conservancy also owns a 35 acre piece east of the piece the City has, which they obtained in 2015. In between these two pieces is a piece of property the City has had since purchasing it for \$200.00 in 1899. City Manager Eustice went on to state in his conversations with Karen Fleming several month ago, he suggested that the Conservancy buy that piece, as well, and connect both their properties (property they currently own and the property the City is going to sell them). If the City throws the additional piece of property into the mix, the Conservancy will have a connection between all those properties. The piece the City has had since 1899 is all wetlands. There is no use for it other than conserving it. City Manager Eustice explained he does not recall discussing this property with Council, although he has had some discussion with the Mayor and Port Commission regarding it. There is no need for action tonight; he only wants the Council to be aware that the Purchase Agreement that will come from Little Traverse Conservancy will likely include that property. By including the additional property, the Conservancy has gotten a grant from Huron Pines to add an additional \$30,000.00 to the purchase, so the City will now get \$130,000.00 for two parcels. He thinks the price is fair, noting the second piece could not be sold for anything else. There are no restrictions on the deed so it does not have to be used for a public purpose nor is there a reversion clause. He stated it has clear title so we can move it along to the Conservancy. He believes Granger & Associates is currently doing a survey and it should be completed this week, so the Conservancy has legal descriptions of what they are going to buy. The Conservancy is going to write the Purchase Agreement and the City should have it before the end of the year.

City Manager Eustice then informed Council the City is also very close to having the Purchase Agreements for Kokosing and Ryba for the River front property, which should occur before the end of the year.

Mayor Couture asked if all three Purchase Agreements come before Council for final approval. City Manager Eustice replied yes, all seven Council Members have to be present, and there must be a majority vote to basically sell these properties, and permission must be given by Council for the City Manager to sign the Purchase Agreements and all closing documents. Currently we are at, on the agreed upon sales, equal to just over a little over \$702,000.00. Kokosing is purchasing 767 feet at \$428,000.00; Ryba is purchasing an additional 362 feet for \$144,800.00; and the Little Traverse

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Conservancy is purchasing basically the wetlands for \$130,000.00. With the original sale to Ryba at \$225,000.00, that puts us at about \$927,000.00 for the sale of property, although there are other expenses, etc. For all intended purposes, the City bought property at \$850,000.00 that we are going to sell for \$927,000.00. We are close, but the expenses will be higher. Mayor Bronson asked if there are tax advantages for the City to wrap these sales up before the end of the year. City Manager Eustice replied the City will not have to pay property taxes next year, noting the closing will not take place for at least 60 days once the Purchase Agreements are signed. The first piece that Ryba purchased this year will be on the tax roll for 2017. It will not be until 2018 that the rest of the property goes on the tax rolls, with the exception of Little Traverse Conservancy. City Manager Eustice then noted that both Kokosing and Ryba will be making significant improvements to the properties, and long term we will get tax revenues from those properties, as well. City Manager Eustice stated Mayor Bronson has the deed in front of him for the property purchased by the City in 1899, noting title work will be done, as well.

Messages and Communications from Mayor Pro Tem and Council Members:

▪ **Budget Workshop** - Mayor Pro Tem Couture asked if a date can be scheduled for the budget workshop so staff can let the other Council Members who are not here know. Clerk/Treasurer Kwiatkowski stated he would hope by the first meeting in January Council can give staff an idea of what they want copies of for the budget meeting, suggesting staff can give Council copies of the wage pages from the Union Contracts. Mayor Bronson suggested a budget workshop at 5:15 p.m. before the January 24, 2017 City Council meeting. Councilman Temple asked City Manager Eustice if he will mail Council information before the budget workshop. City Manager Eustice replied yes, stating he is also redrafting the Capital Improvement Plan, because the Redevelopment Ready Communities like to see a six-year CIP, noting there have been a lot of changes in one year, and he will get that done before the January 24, 2017 meeting. He stated once the pedestrian bridge debt is paid off, there will be additional monies in the DDA for projects. Mayor Pro Tem Couture asked if it is possible for the DDA to vote so the City can recoup some of the costs of the footbridge for maintenance. City Manager Eustice stated that is possible as the City’s General Fund is paying all the costs. Mayor Pro Tem Couture stated we are still operating on a tight budget.

Adjournment:

Councilman temple moved to adjourn the meeting at 7:48 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

Health Board Meeting
November 10, 2016

The regular meeting of the District No. 4 Health Board was called to order by Vice-Chairman Steve Lang, November 10, 2016, at 10:00 a.m. The meeting was held in the Cedar Room of District Health Department No. 4, Alpena County.

ROLL CALL

Present:

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

Absent:

Allor

Excused:

Redmond

Others Present:

Judy Greer, Scott Smith, Karen
Nowicki-Compeau, Joshua
Meyerson

AGENDA CHANGES

Add: Proposed Budget under Administrative Services Director

Add: Executive Committee Health Officer Agreement under Administrative Health Officer

MINUTES

October 18, 2016 Health Board Minutes: Motion by LaFleche with support from Lawson to approve the October 18, 2016 Health Board Minutes as presented. Ayes all, motion carried.

CLAIMS

October 19, 2016 through November 7, 2016: Motion by Adrian with support from Altman to approve the Listing of Claims submitted from October 19, 2016 through November 7, 2016. Roll call vote. Ayes all, motion carried.

PUBLIC COMMENT

None.

MEDICAL DIRECTOR'S REPORT

Communicable Disease Report: The report for period October 1, 2016 through October 31, 2016 was mailed to the Board with the packet for the month. There has been sporadic influenza activity in the state.

Hepatitis A Outbreak: Meyerson mentioned the Hepatitis A outbreak in relation to the frozen strawberry contamination for retail use. There have been no cases in Michigan at this time. The Environmental Health staff was involved in this due to the fact that the strawberries were distributed to restaurants. Smith explained how the staff handled this process.

Immunizations: Meyerson discussed the changes coming to the Immunization program. He mentioned the change to the HPV vaccination schedule. Another change is that the egg allergy does not increase your chances of having a reaction to any vaccine, so this has been removed.

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. As of September 30, 2016 there would be \$ 202,851.79 added to the Fund Balance.

Health Insurance: This week we received our renewal rates for the Health Insurance. The overall the rate decrease 5.4%. There are several reasons for the decrease. We have been moved from a large group to a small group rating due to having less than 50 employees insured. This also means that the insurance premiums are based on age of employees and covered individuals. Every employee has a different premium based on their family demographics. Meyerson, myself, and Kevin Prevost (Union President) are meeting with the insurance representative later today to discuss this change.

2017 Annual Budget: Greer distributed the revenue and expenditures for 2017 budget with the mailing of the Health Board packet. We have included the requested county appropriations and the 2% increase of fees in the budget.

Motion by Altman with support by Lawson to adopt the 2017 Annual Budget as presented. Roll call vote. Ayes all, motion carried.

PERSONAL HEALTH NURSING DIRECTOR'S REPORT

Thomas Judd Care Center: Cathy Goike and Nowicki-Compeau met with the agency to share their services that are offered to clients in our community.

Staffing: Nowicki-Compeau is happy to announce that we have hired Amy Travis, RN to fill the vacancy in our Montmorency County office due to the fact that Leah Werth, RN from that office has accepted the Personal Health Nursing Supervisor position. Travis will begin employment on Monday, November 14, 2016 working with Werth to become familiar with the position. Carrie Zaborney will begin November 28, 2016 as a clerical staff. Patty Ahlgren, RN will begin her Registered Nurse for the Alpena Office.

New Beginnings Program: Nowicki-Compeau shared the New Beginnings Program. This is a program that offers Breastfeeding Education that can be billed to private insurance companies. This is carved out service and is billable to insurances. We hope to begin this program as early as Monday, November 14, 2016.

ENVIRONMENTAL HEALTH DIRECTOR'S REPORT

Radon Week: Smith shared that we distributed 192 kits during Radon week. Once the tests are performed, if the results come back elevated, we have them retest. If elevated a second time, we instruct them on the next steps needed for mitigation.

Revised Total Coliform Rules: Smith shared that a small percentage of individuals required to perform the water testing did not submit their samples. The Department of Environmental Quality (DEQ) is looking into a dialer that will call all the facilities to remind them to sample as required. The DEQ is also looking to hire individuals to enter negative water sample results into the Water Track system. Smith explained the process that occurs with the testing and results. Smith will contact State Legislators regarding the rules with this program.

It is recommended that all school systems increase testing for lead in their water. If there is an increased lead result, it will be recommended that they do not drink the water. There is a funding mechanism in place to assist with additional sampling and mitigation if results are unsatisfactory.

ADMINISTRATIVE HEALTH OFFICER'S REPORT

Executive Committee Health Officer Agreement: The revised Agreement between District Health Department No. 2 and District Health Department No. 4 for Health Officer Services was sent with the packet. Meyerson stated that District Health Department No. 2 was in favor of the agreement. Lawson questioned whether we should have an attorney review the contract potentially at a future date.

Motion by Peterson with support by Matelski to authorize the Vice-Chairman to sign the agreement, as presented, with District Health Department No. 2 for Health Officer Services as well as have the attorney review for future suggestions. Roll call vote. Ayes all, motion carried.

Cheboygan County Lease: Meyerson discussed the Cheboygan County Lease received from Jeff Lawson. The previous lease ended on October 31, 2016. Meyerson wanted the Boards' input regarding the lease agreement. He mentioned the article as to rental rates for future years. The construction is still going. There is nothing in the agreement regarding the completion of the construction. Discussion occurred. Matelski stated that the anticipated completion date is now September 2017.

Motion by LaFleche with support by Peterson to table the lease agreement until the December meeting that will take place in the Cheboygan and have our attorney review the lease. Ayes all, motion carried.

NEMCSA Space: Meyerson mentioned that NEMCSA is considering more space. They did come and look at the space and are awaiting direction from their Administrative Staff.

Alpena Building: Meyerson discussed that the Alpena Building should revert to Alpena County as of December 1, 2017. As you get to the end of the lease, the buildings revert to the counties as has been done in Cheboygan County. Meyerson shared that other counties have delayed their possession of the building and it would be with Northern Health Foundation and thus allowing the Health Department to remain the owner of the building. Adrian shared that Habermehl and himself are not in favor of taking possession of the building. Meyerson had contacted Gerry Chase regarding this possibility and received some insight from him.

NEW BUSINESS

The December Health Board is scheduled for Tuesday, December 20, 2016. The time will be changed to 9:00 a.m. on Tuesday, December 20, 2016.

OLD BUSINESS

None

ADJOURNMENT

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

Adjournment 11:39 a.m.

Steve Lang, Vice-Chairman

Bob Adrian, Secretary/Treasurer

Judy Greer, Recording Secretary

REGULAR MEETING OF THE CHEBOYGAN COUNTY ROAD COMMISSION DECEMBER 1, 2016

Chairman J. Johnson called the regular meeting to order of the Cheboygan County Road Commission at 9:00 A.M.

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

Present: J. Johnson, R. Chadwick, C. O'Connor, D. Brown, K. Paquet, Engineer/Manager Shank and Clerk Stempky

VISITORS: H. Ginop, D. Brandt, C. Veneros, J. Moore, T. Mateski, T. Horrocks, S. Redmond, Vance, J. LaHaie, D. Nivel, T. Olson, F. Cribb, B. Hartwig, K. Hahn, S. Lincoln, M. Ridley and S. Lincoln

Pledge of Allegiance was recited

MOTION by K. Paquet seconded by R. Chadwick to approve minute of last regular meeting of 11/17/2016 as mailed. 5 Yeas CARRIED

MOTION by D. Brown seconded by R. Chadwick to approve for payment current payroll voucher #16-46-\$68,100.92 and accounts payable voucher #16-47-\$260,975.49. 5 Yeas CARRIED

MOTION by D. Brown seconded by R. Chadwick to approve agenda as presented. 5 Yeas CARRIED

M. Ridley thanked J. Johnson and R. Chadwick for their service

MOTION by K. Paquet seconded by D. Brown to set Organizational Meeting for Thursday, January 5, 2017 at 9:00 A.M. with regular meeting to follow. 5 Yeas CARRIED

MOTION by K. Paquet seconded by C. O'Connor to all allow Management to advertise for two (2) single axle trucks and fit out for the 2017 calendar year. 5 Yeas CARRIED

Correspondence was received form Tuscarora Township DDA in reference to the streetscape design. They would like to know the parameters of road width lanes and parallel parking; Ideas or recommendations for traffic calming as to width and financial contribution toward the streetscape/paving project. M. Ridley commented the DDA has the grant application submitted for streetscape, may have to revisit scope, traffic calming and curb placement and make sure CCRC is on board with design concept so they can continue to move forward. D. Nivel discussed the cost of moving utilities if it is apart of the streetscape only and not road project. If utilities need to be moved for streetscape only the cost is approximately 1 million and therefore nothing else would be able to be done. Want direction from the Road Commission. S. Lincoln commented the DDA wants what is economically beneficial to the community to continue with project.

Engineer/Manager Shank recommendations for streetscape for Tuscarora Township DDA:

- Road to be centered in the right of way
- Width of pavement not deviate from the 26 feet width of asphalt, 11 foot wide lanes with a 2 foot shoulder
- Bump out at major intersections for traffic calming and pedestrian access
- Financial support-can apply for \$25,000 per local project cost allocation policy

Board would like staff to take the current drawings of the proposed streetscape/paving and mark in red the approximate changes would look like with the recommendations of the Road Commission.

MOTION by K. Paquet seconded by R. Chadwick to approve Policy #58, Hazard Communication Program Policy as follows:

General:

The following hazard communication program has been established for the Cheboygan County Road Commission. This program will be available for review for all employees.

Hazard Classification

Chemical manufactures or importers shall evaluate chemicals they produce or import to classify the chemicals in accordance with the revised Hazard Communication Standard.

Effective June 15, 2015 – For each chemical, the chemical manufacture or importer shall determine the hazard classes, and where appropriate, the category of each class that apply to the chemical being classified. This information will be placed in the Material Safety Data Sheet / Safety Data Sheet (MSDS/SDS) and on the product label.

The Cheboygan County Road Commission will rely on MSDS/SDSs obtained from product suppliers to determine which chemicals are classified as hazardous for employees.

Labeling:

- A. The Purchasing Agent will be responsible for seeing that all containers entering the workplace from a manufacture, importer or distributor are properly labeled.

Workplace labeling:

All containers of hazardous chemicals in the workplace will be labeled, tagged or marked with either:

The information specific for labels on shipped containers; OR product identifier words, pictures, symbols, or combination thereof, which provide at least general information regarding the hazards of the chemicals.

- B. All labels shall be checked for:

Current Requirements:	Requirements effective June 1, 2015:
1. Identity of the material.	1. Product Identifier
2. Appropriate hazard warning for the material.	2. Signal word
3. Name and address of the responsible party. (Only if the container is received from the manufacture, distributor, or importer.)	3. Hazard Statement(s)
	4. Pictogram(s)
	5. Precautionary Statement (s)
	6. Name, address and telephone number of the chemical manufacture, importer, or other responsible party.

- C. Each employee shall be responsible for ensuring that all secondary containers used in their Work area are labeled the appropriate product identifier and provide other employees with the specific information regarding the physical and health hazards of the hazardous chemical.

Safety Data Sheets:

- A. **The Purchasing Agent will be responsible for compiling and maintaining the master MSDS/SDS file. The file will be kept in the Shop Office at the main office located at 5302 South Straits Highway, Indian River, MI.**
- B. **Additional copies of the MSDS/SDSs for employees are located in the employee lunch rooms at the Indian River Garage, Cheboygan Garage and the Tower Garage.**
- C. **MSDS/SDSs will be available for review to all employees during each work shift. Copies will be available upon request to the Safety Director.**
- D. **Posters identifying the person responsible for maintaining MSDS/SDSs and where the MSDS/SDSs are located are posted at the Indian River Garage in the employee lunch room. Posters notifying employees when new or revised MSDS/SDSs are received will be located in the same locations.**
- E. **The Purchasing Agent will be responsible for obtaining and MSDS/SDS for all hazardous chemicals that are received at the Road Commission. If a required MSDS/SDS is not received, the Purchasing Agent shall contact the supplier, in writing, to request the MSDS/SDS. If an MSDS/SDS is not received after two such requests, the Purchasing Agent shall contact MIOSHA's Construction Safety and Health Division at (517) 322-1856 or General Industry Safety and Health Division (GISHD) at (517) 322-1831, for assistance in obtaining the MSDS/SDS.**

Employee Information and Training:

- A. **The Safety Director shall coordinate and maintain records of employee hazard communication training, including attendance rosters.**
- B. **Before their initial work assignment, each new employee will receive hazard communication training. This will include the following information and training:**
 - Information:**
 - a. **The requirements of the MIOSHA Hazard Communication Standard**
 - b. **All operations in their work area where hazardous chemicals are present.**
 - c. **Location and availability of the written hazard communication program, the list of hazardous chemicals and the MDS/SDS.**
 - Training:**
 - a. **Methods and observations that can be used to detect the presence or release of hazardous chemicals in the work area.**
 - b. **the physical, health, simple asphyxiation, combustible dust and pyrophoric gas hazards, as well as hazards not otherwise classified, of the chemicals in the work area.**
 - c. **Measures the employees should take to protect themselves from these hazards.**

- d. Details of the hazard communication program – including an explanation of the new label elements (product identifier, signal word, hazard statement(s), pictogram(s) and precautionary statement(s) on shipped containers and the workplace labeling system used by the Cheboygan County Road Commission, the new SDS format/sections.
 - e. How employees can obtain and use the hazard information.
- C. The employee shall be informed that:
1. The employer is prohibited from discharging, or disciplining against, an employee who exercises his/her rights to obtain information regarding hazardous chemicals used in the workplace.
 2. As an alternative to requesting an MSDS/SDS from the employer the employee can seek assistance from the MIOSHA Construction Safety and Health Division, at (517) 322-1856, or the MIOSHA General Industry Safety and Health Division at (517) 322-1831, to obtain desired MSDS/SDS. A sign or MIOSHA poster will be posted with the address and telephone number of the MIOSHA Division responsible for such requests.
- D. Before any new physical or health hazard is introduced into the workplace, each employee who may be exposed to the substance will be give information in the same manner as during the hazard communication training.

Pipes and Piping Systems:

Information on the hazardous contents of pipes and piping systems will be identified by labels placed on the pipes or piping system.

List of Hazardous Chemicals:

A list of all hazardous chemicals used by the Cheboygan County Road Commission is located in the lunch rooms at the Indian River, Cheboygan and Tower Garages. Further information regarding any of these chemicals can be obtained by reviewing its respective MSDS/SDS. 5 Yeas CARRIED

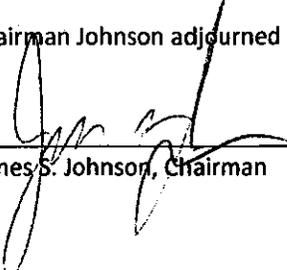
MOTION by D. Brown seconded by R. Chadwick to receive and file the following correspondence:

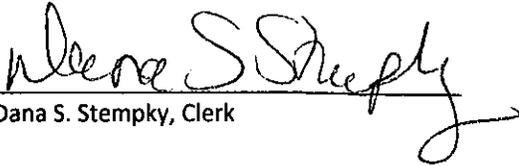
Township Meeting Minutes: Koehler 10/10/16, Tuscarora 11/1/16, Mullett 11/1/16, Mackinaw 11/15/16 and Burt 10/6/16; CRASIF reference to no longer exploring the mutual insurance option at this time. 5 Yeas CARRIED

Engineer/Manager Shank update:

- Lake 16-gate has been removed
- Paquet and Shank will be attending the CRA seminar Dec 5/6
- Has drafted a rules of order that will have Board adopt at the Organizational Meeting

Chairman Johnson adjourned regular meeting at 9:40 A.M. being no further business to come before the Board.


James S. Johnson, Chairman


Dana S. Stempky, Clerk

REGULAR MEETING OF THE CHEBOYGAN COUNTY ROAD COMMISSION DECEMBER 15, 2016

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

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

PRESENT: J. Johnson, R. Chadwick, C. O'Connor, D. Brown, K. Paquet, Engineer/Manager Shank and Clerk Stempky

VISITORS: H. Ginop, C. Muscott, T. Matelski, C. Veneros, F. Cribb, J. Moore, S. Redmond, D. Brandt, M. Ridley, G. Archambo, K. Hahn and T. Horrocks.

Chairman recessed Regular Meeting to go into Public Hearing to discuss Proposed Budget at 9:10 A.M.

PUBLIC HEARING OF THE CHEBOYGAN COUNTY ROAD COMMISSION DECEMBER 15, 2016

Public Hearing was held to discuss 2016 amended budget and proposed 2017 budget.

Engineer/Manager Shank started discussion with power point presentation of the 2016 and 2017 budget information. 2016 estimate amended revenues: Michigan Transportation Funds for primary and local have been running up approximately 2% for the year; Snow and Millage funds are up a little more than budgeted; STP Primary and Cat D funds were for Devereaux Lake Road and Onaway Road; General Fund revenue shows less due to how was accounted for in 2015/2016; clerk Stempky noted the MDOT State Maintenance revenue includes Maintenance contract, TWA's for draw bridge, rest area, culvert clean outs and gravel as well as the proposed audit adjustment expected. Township revenues are up because do not budget for projects until agreements are signed. On expenditure side for 2016: Heavy Maintenance for Primary was up due to a portion of E. Mullett Lake completed with the help of Mullett Township and Local Heavy Maintenance up due to projects being completed. Discussion of 2017 Revenues: Michigan Transportation Funds for Primary and Local include the proposed increases, STP and Cat D Primary funds have one project planned at this time, Proposed millage revenue is up a little; Safety projects are planned. MDOT State Maintenance is equivalent to 2016 beginning budget with the TWA's for drawbridge and Rest Areas. Township Agreement revenue includes the Local Allocation Policy expected. Expenditures for 2017 for Primary Heavy Maintenance includes Federal Aid Project for E. Mullett Lake Road, Two millage projects for Mullett Burt Road and S. Straits Hwy and various Guardrail projects. The Local Heavy Maintenance projects include various guardrail projects, Mullett Lake Road Safety and Local Township Program. Clerk noted some of the Maintenance items for 2017 are: pavement markings and gravel crushing in Meyer Pit. Capital Outlay includes 2 single axle trucks and fit outs, copier and miscellaneous for things that pop up such as underbodies and major overhauls on trucks stated Clerk. Loan for truck was paid off so the only payment is the Bond Payment on the Building.

Chairman Johnson asked if there were any other questions or comments regarding the budget items presented. There being no further questions or comments the Chairman adjourned the Budget Public Hearing at 9:10 A.M.

Chairman Johnson resumed the regular meeting at 9:10 A.M.

Pledge of Allegiance was recited

MOTION by K. Paquet seconded by R. Chadwick to approve minutes of last regular meeting of 12/1/16 as mailed. 5 Yeas **CARRIED**

MOTION by D. Brown seconded by R. Chadwick to approve for payment current payroll voucher #16-48-\$97,737.38 and accounts payable voucher #16-49-\$120,223.59. 5 Yeas **CARRIED**

MOTION by D. Brown seconded by R. Chadwick to approve agenda as presented. 5 Yeas **CARRIED**

Carl Muscott commended the Tuscarora Township Board for not approving the land split requested of CCRC for lot located in Plymouth Beach. Feels per the deed was given to the Road Commission for water access and public use and if was split and sold not what it was originally intended too.

Tuscarora Township Streetscape design requests from Tuscarora DDA was discussed and a power point with illustrations was presented by Engineer/Manager Shank as follows:

- Parameters-Recommend leave the proposed centerline at the existing location with no shifting or offsets, a minimum of 26 feet of asphalt (11 foot lanes) and allow some bump outs at intersection. Parallel parking 10 foot wide including curb span.
- Traffic calming would be to add the bump outs at intersections, preliminary would be approximately 5 areas for bump outs and pedestrian crossings.
- Financial help-We have budgeted \$40,000 to fix the reverse angle parking area, plan on doing work ourselves with contacting the concrete and such, estimate around \$25,000 and could use the balance of the \$40,000 budgeted as well as Tuscarora Township could request \$25,000 through the Local Road Allocation policy.

MOTION by K. Paquet seconded by R. Chadwick to allow Engineer/Manager Shank to respond to Tuscarora Township and Tuscarora Township DDA the recommendations as stated above for the downtown streetscape for S. Straits Hwy. 5 Yeas **CARRIED**

MOTION by D. Brown seconded by K. Paquet to approve the 2016 Amended estimate budget and the proposed 2017 budget as presented and attached, and allow to adjust the budget after December 31, 2016 to modify various revenue and expenditure accounts which cannot be accurately projected prior to year end. Roll call: Paquet-yes, Brown-yes, Chadwick-yes, O'Connor-yes, Johnson-yes **CARRIED**

Clerk Stempky presented Defined Benefit Adoption agreements for divisions 01, 12 and 13 to change the Employee contribution rate to a 2.5% at various effective dates, Non Union January 1, 2017; Drivers, Mechanics and Operators for April 1, 2017 and Foremen for June 1, 2017 per their bargaining agreements.

MOTION by D. Brown seconded by R. Chadwick to approve Defined Benefit Plan Adoption Agreements as follows: Division 13-Effective January 1, 2017 a 2.5% employee contribution, Division 12-Effective April 1, 2017 a 2.5% employee contribution rate and Division 01-Effective April 1, 2017 a 2.5% employee contribution rate with the exception of the Foremen in Division 01 to be effective June 1, 2017, authorize Chairman Johnson to sign the same. Roll Call: Brown-yes, Chadwick-yes, O'Connor-yes, Paquet-yes, Johnson-yes **CARRIED**

Engineer/Manager Shank 6 month evaluation will be discussed after regular agenda finished per Engineer/Manager Shank to hold in closed session.

MOTION by K. Paquet seconded by C. O'Connor to authorize payment of a final accounts payable before the end of the 2016 year. 5 Yeas **CARRIED**

MOTION by D. Brown seconded by K. Paquet to receive and file the following correspondence: Township Meeting Minutes: Aloha 9/12/16 and 10/10/16, Burt 11/3/16 and Munro 10/11/16; November State Maintenance and Safety Committee Meeting Minutes of 11/30/16. 5Yeas **CARRIED**

K. Paquet attended CRA seminar on legal symposium and funding 401, also attended Benton Township Meeting and County Board of Commissioners Meeting in which they approve the Township loan program.

D. Brown withed Johnson and Chadwick well and enjoyed working with them

6A

**CHEBOYGAN COUNTY ROAD COMMISSION
UNIFORM BUDGET ACT BUDGET
12/31/2017**

REVENUES	ACTUAL 2015	ESTIMATE 2016	PROPOSED 2017
County Road Revenues	\$ 7,512,766.00	\$ 7,095,484.00	\$ 7,298,843.00
M.D.O.T. Revenues	\$ 1,998,153.00	\$ 2,126,168.00	\$ 1,701,063.00
Total Revenues	\$ 9,510,919.00	\$ 9,221,652.00	\$ 8,999,906.00
Beginning Operating Fund	\$ 3,080,820.00	\$ 3,375,588.00	\$ 3,002,005.00
Total Accounted For	\$ 12,591,739.00	\$ 12,597,240.00	\$ 12,001,911.00
EXPENDITURES	ACTUAL 2015	ESTIMATE 2016	PROPOSED 2017
County Road Expenditures	\$ 7,489,914.00	\$ 7,693,067.00	\$ 7,298,843.00
M.D.O.T. Expenditures	\$ 1,726,237.00	\$ 1,902,168.00	\$ 1,701,063.00
Total Expenditures	\$ 9,216,151.00	\$ 9,595,235.00	\$ 8,999,906.00
Ending Operating Fund	\$ 3,375,588.00	\$ 3,002,005.00	\$ 3,002,005.00
Total Accounted For	\$ 12,591,739.00	\$ 12,597,240.00	\$ 12,001,911.00

LOB

2016 Budget and 2016 Estimate Amended Comparison

<u>REVENUES</u>	<u>2016 Budget</u>	<u>2016 Estimate Amended Budget</u>
MI Transportation Funds - Primary	\$ 1,966,800.00	\$ 2,058,618.00
MI Transportation Funds - Local	\$ 1,770,700.00	\$ 1,859,578.00
MI Transportation Funds - Engineering	\$ 10,000.00	\$ 10,000.00
MI Transportation Funds - Snow	\$ 138,000.00	\$ 143,666.00
Millage	\$ 1,157,700.00	\$ 1,175,861.00
State and Federal Funds - Forest Funds	\$ 119,635.00	\$ 119,634.00
Trailways/STP/US Fish Wildlife/CDBG	\$ -	\$ 7,057.00
STP-Primary	\$ 718,221.00	\$ 742,375.00
State and Federal Funds - CAT D	\$ 179,555.00	\$ 186,189.00
PA 84 General Fund	\$ 445,868.00	\$ 295,960.00
MDOT Contract and Non-Maintenance	\$ 1,561,912.00	\$ 2,126,168.00
Township Agreements	\$ 51,468.00	\$ 780,643.00
Permit Fees	\$ 30,000.00	\$ 34,040.00
Interest	\$ 2,100.00	\$ 2,172.00
Miscellaneous	\$ 50,000.00	\$ 33,085.00
	\$ -	\$ -
TOTAL REVENUES	\$ 8,201,959.00	\$ 9,575,046.00

<u>EXPENDITURES</u>		
Primary Roads - Heavy Maintenance	\$ 2,055,630.00	\$ 2,485,055.00
Local Roads-Heavy Maintenance	\$ 5,000.00	\$ 559,379.00
Primary Roads-Routine Maintenance	\$ 2,107,610.00	\$ 1,510,000.00
Local Roads-Routine Maintenance	\$ 1,929,482.00	\$ 2,289,000.00
MDOT Contract	\$ 1,561,912.00	\$ 1,902,168.00
Administrative Expense	\$ 590,000.00	\$ 605,445.00
Administrative Credits	\$ (150,000.00)	\$ (179,500.00)
Interest	\$ 62,825.00	\$ 57,520.00
Capital Outlay	\$ 155,000.00	\$ 156,406.00
Depreciation	\$ (320,000.00)	\$ (465,000.00)
Debt Payments	\$ 125,000.00	\$ 130,000.00
Equipment Loan Payments	\$ 79,500.00	\$ 134,762.00
Equipment Maintenance	\$ 2,150,000.00	\$ 2,520,000.00
Equipment Rents	\$ (2,150,000.00)	\$ (2,110,000.00)
TOTAL EXPENDITURES	\$ 8,201,959.00	\$ 9,595,235.00

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2017 Proposed Budget

REVENUES

MI Transportation Funds-Primary	\$ 2,510,141.00
MI Transportation Funds-Local	\$ 2,172,958.00
MI Transportation Funds-Engineering	\$ 10,000.00
MI Transportation Funds-Snow	\$ 143,000.00
State/Federal Funds-Forest	\$ 119,635.00
STP- Primary	\$ 479,545.00
State/Federal Funds-CAT D	\$ 169,079.00
Millage Revenue	\$ 1,183,387.00
Safety Funds/STP/Federal	\$ 232,206.00
	\$ -
MDOT Maintenance and Non-Maintenance	\$ 1,701,063.00
Township Agreements	\$ 196,792.00
Interest	\$ 2,100.00
Permits	\$ 30,000.00
Miscellaneous	\$ 50,000.00
TOTAL REVENUES	\$ 8,999,906.00

EXPENDITURES

Primary Roads-Heavy Maintenance	\$ 1,998,522.00
Local Roads-Heavy Maintenance	\$ 476,496.00
Primary Roads-Routine Maintenance	\$ 2,176,302.00
Local Roads-Routine Maintenance	\$ 1,847,248.00
MDOT Contract	\$ 1,701,063.00
Administrative Expense	\$ 610,000.00
Administrative Credits	\$ (165,000.00)
Capital Outlay	\$ 485,000.00
Depreciation	\$ (320,000.00)
Equipment Maintenance	\$ 2,150,000.00
Equipment Rents	\$ (2,150,000.00)
	\$ -
Debt Payment Principal	\$ 130,000.00
Interest Debt	\$ 60,275.00
TOTAL EXPENDITURES	\$ 8,999,906.00

REGULAR MEETING OF THE CHEBOYGAN COUNTY ROAD COMMISSION DECEMBER 15, 2016

J. Johnson recessed regular meeting at 9:35 A.M. before going into closed session.

Resume regular session at 9:45 A.M.

MOTION by D. Brown seconded by K. Paquet to go into closed session per request of Engineer/Manager Shank for 6 month evaluation and wages. Roll Call: Chadwick-yes, O'Connor-yes, Paquet-yes, Brown-yes, Johnson-yes **CARRIED**

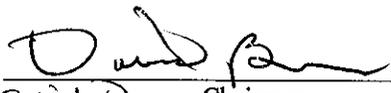
Closed session at 9:45 A.M.

Return to open session at 10:01 A.M.

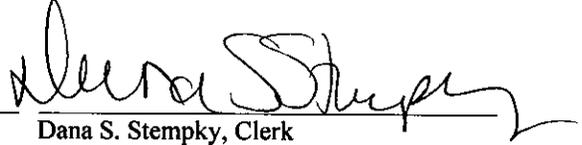
MOTION by K. Paquet seconded by D. Brown to open negotiations on contract for Engineer/Manager Shank proposing a 4 year ending 2020. 5 Yeas **CARRIED**

MOTION by K. Paquet seconded by R. Chadwick to approve 2017 salary increase of 5% for Engineer/Manager Shank. Roll call: O'Connor-yes, Paquet-yes, Brown-yes, Chadwick-yes, Johnson-yes **CARRIED**

Chairman J. Johnson adjourned regular meeting at 10:02 A.M. being no further business to come before the Board.



David P. Brown, Chairman



Dana S. Stempky, Clerk

PERIOD ENDING 11/30/2016

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

GL NUMBER	DESCRIPTION	END BALANCE	YTD BALANCE	2016		YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BGD
		12/31/2015	11/30/2015	ORIGINAL BUDGET	2016 AMENDED BUDGET				
Fund 101 - GENERAL COUNTY									
Revenues									
101-400-581.00	REV FROM OTHER COUNTIES	52,524.78	47,262.32	50,931.00	50,931.00	47,237.58	4,556.88	3,693.42	92.75
101-400-582.00	SHERIFF LOCAL GRANTS	3,770.65	1,450.00	0.00	1,700.00	1,700.00	0.00	0.00	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	36,557.08	40,000.00	40,000.00	55,212.00	5,102.00	(15,212.00)	138.03
101-400-601.01	ATTY FEE REIMB/CIRCUIT	28,284.25	26,135.25	30,000.00	30,000.00	31,334.50	4,066.04	(1,334.50)	104.45
101-400-601.10	CIR CT GARNISHMENT	885.00	825.00	800.00	800.00	585.00	105.00	215.00	73.13
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	360,643.38	300,000.00	300,000.00	381,573.02	27,401.89	(81,573.02)	127.19
101-400-603.01	PROBATE CRT COSTS	1,958.00	1,431.00	1,500.00	1,500.00	2,050.00	0.00	(550.00)	136.67
101-400-603.11	SMOKING FEES	600.00	600.00	300.00	300.00	525.00	0.00	(225.00)	175.00
101-400-607.02	CTY GENERAL FILING FEE	5,580.00	5,146.00	6,000.00	6,000.00	4,526.00	217.00	1,474.00	75.43
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	122,828.00	210,062.00	210,062.00	102,774.00	0.00	107,288.00	48.93
101-400-608.01	MOTION FEE COUNTY	2,920.00	2,710.00	4,000.00	4,000.00	2,790.00	300.00	1,210.00	69.75
101-400-608.02	COUNTY APPEAL FEE	56.00	56.00	200.00	200.00	137.00	0.00	63.00	68.50
101-400-610.00	JURY FEE CIR CT	1,150.00	1,065.00	1,500.00	1,500.00	1,400.00	0.00	100.00	93.33
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	755.00	1,500.00	1,500.00	495.00	40.00	1,005.00	33.00
101-400-613.00	DIST CRT/CIVIL FEES	54,529.95	49,729.00	55,000.00	55,000.00	49,400.45	4,617.25	5,599.55	89.82
101-400-613.10	COUNTY REMONUMENTATION	329.70	303.06	300.00	300.00	317.64	28.56	(17.64)	105.88
101-400-614.00	VIOLATION CLEARANCE RECORD	2,851.67	2,656.67	3,000.00	3,000.00	2,947.99	135.00	52.01	98.27
101-400-615.00	DIST CRT/BOND COSTS & FEES	8,594.00	8,024.00	7,000.00	7,000.00	6,544.00	325.00	456.00	93.49
101-400-617.00	PROBATE CRT - FEES	0.00	0.00	0.00	0.00	25.00	0.00	(25.00)	100.00
101-400-617.01	CERTIFIED FEES	825.00	780.00	800.00	800.00	1,247.00	111.00	(447.00)	155.88
101-400-617.02	MARRIAGE CEREMONIES	124.00	124.00	120.00	120.00	148.00	16.00	(28.00)	123.33
101-400-617.03	JURY FEE DEMAND	0.00	0.00	20.00	20.00	60.00	0.00	(40.00)	300.00
101-400-617.06	WILLS/SAFE KEEPING	75.00	50.00	100.00	100.00	200.00	50.00	(100.00)	200.00
101-400-617.07	INVENTORY FEE	7,370.87	6,645.06	7,500.00	7,500.00	6,773.38	270.76	726.62	90.31
101-400-617.08	PROBATE CRT/DEPOSIT BOXES	0.00	0.00	20.00	20.00	20.00	0.00	0.00	100.00
101-400-617.10	PROBATE CRT-MOT/PET/ACCT/OB	1,460.00	1,360.00	1,100.00	1,100.00	1,450.00	140.00	(350.00)	131.82
101-400-618.00	CO TREAS-CURRENT SERVICES	4,624.00	4,467.00	4,000.00	4,000.00	3,223.00	70.00	777.00	80.58
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	2,405.00	0.00	0.00	4,210.00	315.00	(4,210.00)	100.00
101-400-619.00	CO CLERK/CURRENT SERVICES	34,159.74	32,539.74	26,000.00	26,000.00	19,992.00	1,708.00	6,008.00	76.89
101-400-619.01	PASSPORT FEES	1,775.00	1,575.00	1,400.00	1,400.00	1,275.00	75.00	125.00	91.07
101-400-619.02	CREMATION FEE	1,270.00	1,180.00	1,800.00	1,800.00	990.00	110.00	810.00	55.00
101-400-619.03	SUBPOENA FEE	15.00	15.00	0.00	0.00	15.00	0.00	(15.00)	100.00
101-400-619.04	CRIME VICTIM ADMIN FEES	1,785.03	1,696.78	1,800.00	1,800.00	1,590.78	198.90	209.22	88.38
101-400-619.05	STATE FORENSIC ADMIN FEE	15.75	0.75	0.00	0.00	15.00	0.00	(15.00)	100.00
101-400-619.06	NOTARY FEES	384.00	368.00	500.00	500.00	280.00	56.00	220.00	56.00
101-400-620.00	REGISTER OF DEEDS FEES	234,002.35	217,778.10	225,000.00	225,000.00	234,233.06	26,339.00	(9,233.06)	104.10
101-400-622.00	C.C.F. COLLECTION FEE	3,424.44	3,278.19	2,200.00	2,200.00	1,993.65	68.25	206.35	90.62
101-400-622.01	25% ATTY FEES REIMB	520.69	484.44	1,000.00	1,000.00	352.80	7.50	647.20	35.28
101-400-622.02	ATTY FEE REIMB/PROBATE	1,562.09	1,453.34	2,200.00	2,200.00	1,058.42	22.50	1,141.58	48.11
101-400-625.00	DNA COLLECTION	36.00	30.00	0.00	0.00	241.24	21.00	(241.24)	100.00
101-400-625.01	SEX OFFENDER REGISTRATION	2,740.00	2,660.00	2,900.00	2,900.00	3,140.00	0.00	(240.00)	108.28
101-400-625.25	DNA COLLECTION - SHERIFF	90.00	75.00	0.00	0.00	618.08	52.50	(618.08)	100.00
101-400-625.36	DNA COLLECTION - DISTRICT COUR	0.00	0.00	0.00	0.00	6.00	0.00	(6.00)	100.00
101-400-628.02	BOAT LIVERY INSPECTIONS	64.00	64.00	100.00	100.00	52.00	0.00	48.00	52.00
101-400-628.03	PRISONER BOARD	51,652.23	48,257.17	45,000.00	45,000.00	41,765.83	4,002.87	3,234.17	92.81
101-400-628.04	PRISONER MEDICAL	5,762.59	5,262.68	3,500.00	3,500.00	4,070.16	207.83	(570.16)	116.29
101-400-628.05	ACCIDENT REPORT FEES	884.71	830.71	500.00	500.00	672.61	21.00	(172.61)	134.52
101-400-628.07	DOC/TRANSPORT REIMB	3,452.45	2,948.15	2,500.00	2,500.00	1,786.35	0.00	713.65	71.45
101-400-628.08	WORK RELEASE	51,079.88	46,354.66	30,000.00	30,000.00	39,029.55	2,991.67	(9,029.55)	130.10

PERIOD ENDING 11/30/2016

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

GL NUMBER	DESCRIPTION	END BALANCE	YTD BALANCE	2016 ORIGINAL	2016 AMENDED	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BGDG
		12/31/2015	11/30/2015	BUDGET	BUDGET	11/30/2016	MONTH 11/30/16	BALANCE	USED
Fund 101 - GENERAL COUNTY									
Revenues									
101-400-688.06	SHERIFF WAGE REIMB	1,452.18	7,330.21	12,742.00	12,742.00	8,827.85	0.00	3,914.15	69.28
101-400-688.08	INMATE TELEPHONE	17,943.43	14,648.62	20,000.00	20,000.00	15,355.13	2,414.95	4,644.87	76.78
101-400-688.09	NON-REIMBURSABLE/REIMB	781.65	781.65	1,000.00	1,000.00	813.11	7.50	186.89	81.31
101-400-688.11	M.A.P.S.	7,851.99	7,851.99	10,000.00	10,000.00	3,951.63	0.00	6,048.37	39.52
101-400-688.15	SHERIFF PBT'S	2,574.00	2,358.00	2,100.00	2,100.00	473.00	4.00	1,627.00	22.52
101-400-688.17	POSTAGE REIMBURSEMENTS	104.29	92.76	100.00	100.00	42.93	11.53	57.07	42.93
101-400-688.19	SHERIFF DRUG SCREENS	0.00	0.00	0.00	0.00	335.00	63.00	(335.00)	100.00
101-400-690.00	INS & SURETY PREMIUM REFUND	62,571.00	62,571.00	50,000.00	50,000.00	0.00	0.00	50,000.00	0.00
101-400-695.00	CASH OVER/SHORT	(33.50)	(64.50)	0.00	0.00	44.24	0.00	(44.24)	100.00
101-400-696.00	INSURANCE PROCEEDS	8,114.95	8,114.95	0.00	19,300.00	22,338.83	3,038.83	(3,038.83)	115.75
101-400-698.00	MISC	363.16	273.87	0.00	0.00	528.54	0.00	(528.54)	100.00
101-400-699.00	FUND EQUITY	0.00	0.00	844,659.00	879,984.44	0.00	0.00	879,984.44	0.00
101-400-699.99	TRANSFER IN	180,612.26	88,447.41	185,121.00	225,921.00	152,076.21	0.00	73,844.79	67.31
TOTAL REVENUES		11,530,933.59	10,745,098.60	11,807,216.00	11,956,961.26	10,385,352.73	360,851.40	1,571,608.53	86.86
Expenditures									
101	COMMISSIONERS	136,281.69	121,545.73	140,105.00	138,316.00	114,412.69	15,969.33	23,903.31	82.72
131	CIRCUIT COURT	283,106.83	248,560.70	295,165.00	300,857.00	253,943.01	27,884.11	46,913.99	84.41
136	DISTRICT COURT	570,103.47	493,996.34	602,809.00	624,693.00	533,410.24	46,301.13	91,282.76	85.39
139	VICTIM'S RIGHTS	69,697.13	61,540.97	78,795.00	83,981.82	70,026.21	6,010.44	13,955.61	83.38
145	JURY BOARD	6,337.19	6,332.77	10,810.00	10,810.00	6,573.55	261.90	4,236.45	60.81
148	PROBATE COURT	558,728.28	493,853.84	584,236.00	591,195.00	501,278.34	46,368.53	89,916.66	84.79
191	ELECTIONS	3,258.29	2,381.86	35,141.00	35,141.00	27,139.42	13,252.72	8,001.58	77.23
202	FINANCE DEPARTMENT	276,427.05	238,707.34	292,530.00	293,266.00	254,192.02	22,451.77	39,073.98	86.68
212	ADMINISTRATIVE OFFICE	204,238.27	177,279.28	213,530.00	213,356.00	177,605.49	15,425.67	35,750.51	83.24
215	CLERK/REGISTER	401,187.99	346,114.40	402,243.00	417,189.00	350,696.88	37,201.95	66,492.12	84.06
225	EQUALIZATION	232,729.60	205,169.22	266,097.00	256,361.00	205,084.14	19,694.40	51,276.86	80.00
228	INFORMATION SYSTEMS	209,963.81	182,951.59	292,652.00	295,287.00	206,996.24	15,458.18	88,290.76	70.10
229	PROSECUTING ATTORNEY	546,893.13	474,977.45	591,854.00	630,967.00	512,969.47	44,135.31	117,997.53	81.30
243	GIS	64,327.85	56,189.84	64,841.00	65,842.00	57,523.96	5,416.13	8,318.04	87.37
253	COUNTY TREASURER	205,643.77	179,855.19	215,511.00	219,768.00	190,510.27	16,303.05	29,257.73	86.69
260	TAX ALLOCATION BOARD	605.37	605.37	940.00	946.00	749.57	0.00	196.43	79.24
265	COUNTY MAINTENANCE DEPT	449,783.82	373,823.04	437,221.00	453,842.00	381,557.76	29,341.63	72,284.24	84.07
267	MAJOR EQ/BLDG IMP	37,339.18	33,801.23	167,000.00	108,211.92	27,683.15	(2,657.31)	80,528.77	25.58
270	HUMAN RESOURCE	4,983.87	3,647.40	5,325.00	5,325.00	4,498.44	0.00	826.56	84.48
275	DRAIN COMMISSIONER	3,570.44	2,936.55	5,890.00	5,890.00	2,726.38	1.65	3,163.62	46.29
284	COUNTY SURVEYOR	1,524.88	1,174.88	1,750.00	1,750.00	1,744.56	340.00	5.44	99.69
285	GENERAL COUNTY	447,693.36	427,053.65	480,913.00	480,913.00	417,748.67	31,052.47	63,164.33	86.87
301	SHERIFF	1,552,301.40	1,344,282.61	1,502,905.00	1,712,496.52	1,442,160.42	136,445.57	270,336.10	84.21
302	ORV ENFORCEMENT	16,743.81	16,743.81	25,283.00	27,941.00	26,629.44	0.00	1,311.56	95.31
325	CCE 911	431,111.60	323,377.40	431,362.00	431,362.00	431,001.86	0.00	360.14	99.92
331	MARINE SAFETY	94,691.24	85,980.68	98,067.00	115,126.00	86,161.87	10,343.23	28,964.13	74.84
332	SNO-MOBILE SAFETY *	8,499.70	8,499.70	25,787.00	9,412.00	9,010.33	0.00	401.67	95.73
333	SHERIFF SECONDARY ROAD PATROL	69,983.34	61,026.93	72,357.00	72,945.00	62,737.37	5,839.73	10,207.63	86.01
334	STONEGARDEN GRANT	31,225.82	31,225.82	14,300.00	14,300.00	13,861.51	0.00	438.49	96.93
335	SHERIFF - LOCAL GRANTS	8,490.10	8,490.10	9,806.00	9,885.00	7,932.15	0.00	1,952.85	80.24
337	SHERIFF-FEDERAL GRANTS	9,907.93	9,907.93	13,000.00	25,893.00	14,173.82	862.46	11,719.18	54.74
338	CANINE UNIT	15,838.98	15,562.68	10,000.00	10,000.00	7,363.77	1,065.78	2,636.23	73.64
351	CORRECTIONS/COMMUNICATIONS	1,469,577.82	1,255,348.12	1,464,379.00	1,455,673.00	1,254,064.47	115,585.63	201,608.53	86.15
412	PLANNING/ZONING DEPT	377,459.49	330,421.71	378,962.00	382,487.00	297,319.31	26,394.68	85,167.69	77.73
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	48,258.57	79,907.00	79,907.00	46,676.85	0.00	33,230.15	58.41

PERIOD ENDING 11/30/2016

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

GL NUMBER	DESCRIPTION	END BALANCE 12/31/2015	YTD BALANCE 11/30/2015	2016		YTD BALANCE 11/30/2016	ACTIVITY FOR MONTH 11/30/16	AVAILABLE BALANCE	% BDGT USED
				ORIGINAL BUDGET	2016 AMENDED BUDGET				
Fund 101 - GENERAL COUNTY									
Expenditures									
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	143,621.54	150,950.00	150,950.00	147,836.55	452.59	3,113.45	97.94
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	327,230.00	331,978.00	331,978.00	331,978.00	0.00	0.00	100.00
605	C/D - HEALTH DEPARTMENT	0.00	0.00	500.00	500.00	0.00	0.00	500.00	0.00
648	MEDICAL EXAMINER	16,632.73	14,346.81	21,088.00	21,618.00	10,424.24	1,423.04	11,193.76	48.22
651	AMBULANCE	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
682	VETERANS	93,588.78	82,689.60	131,022.00	130,302.00	90,679.39	10,550.16	39,622.61	69.59
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	38,129.00	0.00	0.00	38,129.00	0.00
731	COUNTY MSU EXTENSION OFFICE	124,419.46	118,196.73	127,261.00	127,731.00	120,182.37	4,238.39	7,548.63	94.09
751	FAIR GROUNDS / EVENTS	20,975.45	20,395.50	36,716.00	36,806.00	20,660.44	1,850.60	16,145.56	56.13
753	VETERAN'S PARK	6,130.00	6,130.00	3,500.00	3,500.00	0.00	0.00	3,500.00	0.00
784	SOIL CONSERVATION	13,229.21	13,068.10	13,750.00	13,750.00	13,348.26	0.75	401.74	97.08
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	90,918.61	88,575.00	88,575.00	86,125.00	3,062.50	2,450.00	97.23
902	APPRO/TRANSFERS TO OTHER FUNDS	797,878.84	586,839.26	1,014,106.00	1,014,106.00	531,394.15	43,729.36	482,711.85	52.40
941	GENERAL CONTINGENCY	0.00	0.00	387,957.00	229,341.00	0.00	0.00	229,341.00	0.00
954	INSURANCES	164,194.26	161,693.26	188,000.00	188,000.00	170,071.96	0.00	17,928.04	90.46
TOTAL EXPENDITURES		10,659,351.05	9,236,919.55	11,807,216.00	11,956,961.26	9,521,117.45	752,057.53	2,435,843.81	79.63
Fund 101 - GENERAL COUNTY:									
TOTAL REVENUES		11,530,933.59	10,745,098.60	11,807,216.00	11,956,961.26	10,385,352.73	360,851.40	1,571,608.53	86.86
TOTAL EXPENDITURES		10,659,351.05	9,236,919.55	11,807,216.00	11,956,961.26	9,521,117.45	752,057.53	2,435,843.81	79.63
NET OF REVENUES & EXPENDITURES		871,582.54	1,508,179.05	0.00	0.00	864,235.28	(391,206.13)	(864,235.28)	100.00

CASH SUMMARY BY FUND FOR CHEBOYGAN COUNTY
 FROM 11/01/2016 TO 11/30/2016
 FUND: ALL FUNDS
 CASH AND INVESTMENT ACCOUNTS

Fund	Description	Beginning Balance 11/01/2016	Total Debits	Total Credits	Ending Balance 11/30/2016
101	GENERAL COUNTY	8,930,377.77	748,845.56	1,115,060.88	8,564,162.45
102	FAMILY COUNSELING FUND	26,293.32	135.00	0.00	26,428.32
105	TERMINATION LIABILITY FUND	(15,957.37)	0.00	0.00	(15,957.37)
107	P A 302 TRAINING FUND	9,611.53	0.00	0.00	9,611.53
108	PUBLIC ACT 106 FUND	0.00	0.00	0.00	0.00
111	PROBATION ENHANCEMENT FUND	14,227.99	158.46	112.50	14,273.95
112	VICTIM'S RESTITUTION FUND	181.99	0.00	0.00	181.99
114	COUNTY REMONUMENTATION GRANT FUND	3,252.83	0.00	636.96	2,615.87
201	COUNTY ROAD	2,037,848.02	469,750.91	972,519.71	1,535,079.22
210	JAWS OF LIFE FUND	0.00	0.00	0.00	0.00
211	COMMUNITY PROJECTS	4,399.09	1,000.00	0.00	5,399.09
214	SANE/SPECIAL PROSECUTION UNIT	0.00	0.00	0.00	0.00
215	FRIEND OF THE COURT-FAMILY COURT FUND	(65,523.12)	28,896.76	66,118.01	(102,744.37)
217	AMBULANCE MILLAGE	58,537.59	11.14	27,504.33	31,044.40
220	DORIS REID BUILDING	71,336.88	7,498.11	1,565.10	77,269.89
226	RECYCLING	187,034.17	4,742.64	19,378.90	172,397.91
230	CELLULAR PHONE FLOW THROUGH	0.00	0.00	0.00	0.00
231	CCE 911 4% PHONE SURCHARGE	0.00	39,114.05	39,114.05	0.00
234	DNR FOREST FLOW THROUGH	0.00	0.00	0.00	0.00
245	PUBLIC IMPROVEMENT	6,041.36	0.00	0.00	6,041.36
249	BUILDING DEPARTMENT FUND	43,230.86	45,267.12	42,041.20	46,456.78
256	REGISTER OF DEEDS AUTOMATION	365,658.55	2,650.53	1,007.88	367,301.20
258	DISASTER CONTINGENCY FUND	10,000.00	0.00	0.00	10,000.00
260	SHERIFF'S WORK CREW PROGRAM	(117.74)	2,947.51	3,324.23	(494.46)
262	SHERIFF SPECIAL PROJECTS FUND	2,139.22	0.00	0.00	2,139.22
263	CONCEALED PISTOL LICENSING	0.00	14,607.15	0.00	14,607.15
264	LOCAL CORR OFFICER TRAIN FUND	21,786.43	784.35	0.00	22,570.78
266	D.A.R.E.	2,929.29	0.00	0.00	2,929.29
267	DRUG COURT - ADULT - CIRCUIT	(4,777.52)	55,501.50	34,094.29	16,629.69
268	SOBRIETY COURT	13,525.33	650.00	548.36	13,626.97
269	COUNTY LAW LIBRARY	1,679.00	0.00	1,052.62	626.38
270	VETERANS ASSISTANCE FUND	22,384.62	250.00	742.14	21,892.48
273	ORV FUND	1,762.50	0.00	0.00	1,762.50
276	SAYPA PROGRAM	85,132.57	0.00	0.00	85,132.57
277	SENIOR CITIZEN MILLAGE	250,375.69	22.28	49,123.25	201,274.72
281	CHEBOYGAN COUNTY HOUSING COMM-ESCROW	29,452.68	0.00	0.00	29,452.68
283	CHEBOYGAN COUNTY HOUSING GRANT	209,842.38	266.11	3,374.30	206,734.19
286	REVENUE SHARING RESERVE FUND	0.00	0.00	0.00	0.00
289	CHEB SOC SER - COUNTY FUNDS	0.00	0.00	0.00	0.00
292	CHILD CARE - FAMILY COURT	10,787.10	103,376.15	65,983.06	48,180.19
293	SOLDIERS RELIEF	0.00	535.00	535.00	0.00
294	VETERANS TRUST	(2.14)	0.00	0.00	(2.14)
297	SENIOR CITIZENS/BUSING FUND	0.00	6,250.00	6,250.00	0.00
299	DAV VAN	600.00	0.00	0.00	600.00
351	INVERNESS SEWER PROJECT	5,353.26	0.46	0.00	5,353.72
352	CTY ROAD CONST PROJECT DEBT SERVICE	282,160.62	18,023.47	0.00	300,184.09
401	CRT HOUSE PRESERVATION FUND	(21,203.14)	0.00	0.00	(21,203.14)
418	D.H.S. BUILDING FUND	20,619.10	1,566.66	0.00	22,185.76

CASH SUMMARY BY FUND FOR CHEBOYGAN COUNTY

FROM 11/01/2016 TO 11/30/2016

FUND: ALL FUNDS

CASH AND INVESTMENT ACCOUNTS

Fund	Description	Beginning Balance 11/01/2016	Total Debits	Total Credits	Ending Balance 11/30/2016
422	DORIS REID BUILDING CAPITAL PROJECT	(35,205.93)	13.62	645.88	(35,838.19)
430	ANIMAL CONTROL CAPTIAL PROJECT FUND	(84,154.81)	0.00	0.00	(84,154.81)
450	CCE 911 DEVELOPMENT & CAPITAL FUND	299,177.96	0.00	0.00	299,177.96
509	COUNTY MARINA	101,251.78	2,105.56	4,060.19	99,297.15
516	100% TAX PAYMENT FUND	7,502,199.09	358,441.31	23,755.38	7,836,885.02
517	TAX FORCLOSURE FUND	166,475.78	391,629.43	6,691.14	551,414.07
561	COUNTY FAIR	13,933.67	304.60	5,880.93	8,357.34
588	STRAITS REGIONAL RIDE	28,498.11	144,034.26	102,159.31	70,373.06
595	JAIL COMMISSARY FUND	38,891.92	12,669.78	12,055.83	39,505.87
701	T & A ACCOUNT	975,936.31	822,928.37	1,314,490.91	484,373.77
706	FRIEND OF THE COURT	200.00	2,210.00	0.00	2,410.00
721	LIBRARY	112,410.40	13,231.34	0.00	125,641.74
760	DISTRICT COURT	264,854.35	0.00	6,069.53	258,784.82
764	INMATE TRUST FUND	12,959.07	23,463.86	24,190.48	12,232.45
802	REVOLVING DRAIN FUND	100.00	0.00	0.00	100.00
	TOTAL - ALL FUNDS	22,018,508.41	3,323,883.05	3,950,086.35	21,392,305.11

ADMINISTRATOR'S REPORT

1-10-17

JAIL EXPANSION STUDY:

Staff has identified the preferred Jail layout design and provided to the consultant to complete the project estimates for the project. The preliminary project report is on schedule to be completed by the end of January.

TWP. ROAD LOAN PROGRAM:

The application for the Road Loan Program is open until January 17, 2017. Notices were sent to all townships within the County notifying them of the program. Once the application process is closed the applications will be presented to the Millage Appropriation Committee for review and recommendation.

911 RADIO REPORT:

911 Staff will continue their work to develop a report identifying the strengths and weaknesses of the current radio system as well as the benefits of moving to an 800 MHz radio system. The report will also provide a cost estimate to change the system and funding options. The Committee consists of representatives from each County as well as police, fire and ambulance agencies. Assistant County Administrator Kortz, Undersheriff Cook and I are members of the Committee.

The Steering Committee has held several meetings to gather information and identify questions to answers within the report. 911 Staff has started to develop the outline of the report.

Proposed 2017 Assignments-Board of Commissioners

COMMITTEE	APPOINTMENT	MEETS	LOCATION	DAY/TIME
Airport Authority Board	Brown (Gouine alternate) Liaison	Bi-Monthly	Airport	1st Thur @ 5:15
Alcona Health Advisory Board	Sangster	Monthly	Lincoln	2nd Thur @ 3:30
Ambulance Board	Wallace	Bi-monthly	Cheb Amblnrc Grg	Last Wed @ Noon
Area Agency on Aging AAA	Newman Liaison	Monthly	Alpena	4th Mon @ 1:00 pm
Board Appointments & Procedures	Wallace, Brown & Gouine	As called	County Bldg	Varies
CCE 911 Board	Wallace (Newman alternate)	Monthly	Petoskey	3rd Wed @ 3:00
CCE OEM Board	Matelski	Quarterly	Petoskey	3rd Wed @ 1:30
Cheboygan Cnty Council on Aging	Newman Liaison	Bi-monthly	Cheb Senior Cntr	2nd Thur @ 9:30
Community Corrections Advisory Board 511	Wallace	Quarterly	Gaylord M-Tech	3rd Fri @ 11:00 am
District #4 Health Board	Matelski, Gouine (Newman, Sangster alt. w/vote)	Monthly	Rotates 4 Cnties	3rd Tues @ 10:00
Economic Development Corp/Brownfield	Matelski, Sangster, Brown	Monthly	County Bldg	3rd Thur @ 1:00
Emergency Food & Shelter Program	Matelski	Varies	Salvation Army	Varies
Fair Board	Gouine (Newman alternate)	Monthly	County Bldg	1st Mon @ 7:00
Finance Committee	*Matelski & Entire Board	Monthly	County Bldg	2nd Tues @ 9:30
LEPC/LPT	*Matelski, Brown	Quarterly	County Bldg	2nd Mon @ 10:00
MAC Workman's Comp Board/Safety	Newman	Quarterly	Lansing	Varies
Millage Appropriation Committee	*Matelski, Gouine, Newman	As called	County Bldg	Varies
North Country Mental Health Board	Newman	Monthly	Petoskey/Bellaire	3rd Thur @ 2:30
NrthEast MI Cncl of Gvrnmnts NEMCOG	Wallace	Monthly	Gaylord	3rd Thur @ 10:00
NrthEast MI Consortium	Wallace	Quarterly	Atlanta	4th Mon @ 10:00 am
NrthEast MI Comm Services Agency NEMCSA	Sangster	Monthly	Varies	1st Fri @ Noon
Nrthn Cheb Cnty Intermunicipal Pnng Comr	Gouine, Sangster	Quarterly	Inverness Twp Hall	1st Mon @ 7:00 pm
Nrthn Lakes Economic Dev Alliance NLEA	Sangster	Bi-Monthly	Boyer City	3rd Thur @ 9:00
Nrthn MI Regional Entity	Wallace	Bi-Monthly	Gaylord	1st Mon @ 10:00
Nrthn MI Counties Association	Newman	Monthly	Grayling Twp Hall	3rd Mon @ 9:45-12:00
Pigeon River Advisory Council	Horrocks	Quarterly	Vanderbilt	3rd Fri @ 6:30
Planning Commission	Matelski (Allor alternate)	Monthly 2-3	County Bldg	1st & 3rd Wed @ 7:00
Plat Board	Matelski	As called	County Bldg	Varies
PIE&G	Matelski Liaison	Monthly	PIE&G Onaway	4th Tues @ 9:30 am
Re monumentation Peer Group Meetings	Matelski Liaison	As called	County Bldg	Varies
Soil Conservation Board	Gouine Liaison	Bi-Monthly	County Bldg	4th Tues @ 7:00 pm
Straits Area Narcotics Enforcement Team	Matelski (Wallace alternate)	Quarterly	Rotates Counties	3rd Thur @ 10:00
Straits Area Regional Ride	Gouine, Sangster	Quarterly	County Bldg	4th Wed @ 10:00
Tax Allocation Board	Matelski	As called	County Bldg	Varies/Spring
Trailways Advisory Council	Bolinger	Monthly	County Bldg	4th Wed @ 8:30 am
Veterans Services	Gouine Liaison	As Called	County Bldg	Varies
Waterways Commission	Matelski, Gouine	Monthly(8)	County Bldg	3rd Thur @ 8:00
Zoning Board of Appeals	Matelski (Brown alternate)	Monthly	County Bldg	4th Wed @ 7:00 pm

1/10/17

*Denotes Committee Chair



Cheboygan County Board of Commissioners' Meeting

January 10, 2017

Title: Ambulance Millage Appropriation Agreement - Cheboygan Life Support Services

Summary: Attached is the ambulance millage appropriation agreement with Cheboygan Life Support Services (CLSS). The Agreement is effective from January 2017 to January 2020. The agreement provides the distribution of Millage funds to CLSS based on the Ambulance Millage revenue collected by the County from property situated in Aloha, Beaugrand, Benton, Burt, Ellis, Grant, Inverness, Koehler, Mentor, Mullett, Munro, Nunda, Tuscarora, Walker and Wilmot Townships and the City of Cheboygan to be used solely for the purpose of providing ambulance services to these areas.

Agreement also has a new provision that the County shall pay CLSS for transporting inmates by ambulance from the county jail for medical treatment. Under Medicaid rules, CLSS cannot transport a patient without a fee. If the inmate is bonded out of the county jail or is no longer in the County's legal custody before or at the time of being transported, then the County shall not be responsible for the cost of that ambulance transportation service. CLSS may bill the person directly for the service and/or may bill that person's insurance carrier for that service. If the inmate is in the County's legal custody at the time of being transported, then the County shall be billed and the County shall pay CLSS the Medicaid ambulance transportation and mileage rate in effect at the time the transportation service is provided. The parties, however, hereby expressly agree that in lieu of paying the Medicaid ambulance transportation and mileage rate the parties may at any time during the term of this Agreement agree in writing on a payment subscription for ambulance transportation services as negotiated from time to time by the parties.

Financial Impact: Funding provided by Ambulance Millage approved by the Voters in November 2016. Millage in effect through 2019. Funding for Inmate transport provided by General Fund proceeds.

Recommendation: Motion to approve the Ambulance Millage Appropriation Agreement with Cheboygan Life Support Services and authorize the Chair to sign.

Prepared by: Jeffery B. Lawson

Department: Administration

**AGREEMENT FOR AMBULANCE
MILLAGE APPROPRIATION**

THIS AGREEMENT is entered into to be effective January 1, 2017 between Cheboygan County, a Michigan political subdivision, whose address is 870 South Main Street, Cheboygan, Michigan 48721 (County) and Cheboygan Life Support Systems, Inc., a Michigan nonprofit corporation, whose address is 536 M.M. Riggs Dr., Cheboygan, Michigan 49721 (CLSS).

Recitals

- A. Act 60 of the Public Acts of 1960, as amended, provides that a county board of commissioners may contract with organizations or corporations for furnishing an ambulance service for the use and benefit of the residents of the county.
- B. The electors of Cheboygan County previously approve an extra-voted millage proposal authorizing the County to levy up to .30 mills in the years 2016 through 2019, inclusive, for the purpose of providing funds to support ambulance services within Cheboygan County.
- C. CLSS is a Michigan nonprofit corporation and currently operates an ambulance service with a service area covering Aloha, Beaugrand, Benton, Burt, Ellis, Grant, Inverness, Koehler, Mentor, Mullett, Munro, Nunda, Tuscarora, Walker, and Wilmot Townships and the City of Cheboygan within Cheboygan County.
- D. The County desires to appropriate to CLSS a portion of the tax revenue collected as a result of the tax levy authorized above to be used by CLSS for the purpose of providing ambulance services for the use and benefit of the residents of Aloha, Beaugrand, Benton, Burt, Ellis, Grant, Inverness, Koehler, Mentor, Mullett, Munro, Nunda, Tuscarora, Walker, and Wilmot Townships and the City of Cheboygan.
- E. The parties, therefore, desire to formally establish the rights and duties of each in connection with the appropriation of the ambulance millage by the County to CLSS pursuant to this Agreement.

Agreement

Therefore, in consideration of the mutual promises contained in this Agreement, the parties hereby agree as follows:

- 1. The County shall during the term of this Agreement levy the millage approved by the county electors for ambulance services in an amount to be determined by the Cheboygan County Board of Commissioners, up to the amount authorized by the electors, as may from time to time be rolled back pursuant to the Headlee Amendment.
- 2. The term of this Agreement shall be four (4) years, beginning January 1, 2017 and ending December 31, 2020, regardless of the date(s) this Agreement is signed by the parties.

3. The County shall each year during the term of this Agreement collect the above tax millage revenue and establish a fund known as the "Ambulance Millage Fund," and shall disperse revenue from that fund pursuant to state of Michigan guidelines.
4. The County shall each year during the term of this Agreement appropriate all tax revenue collected by the County from property situated in Aloha, Beaugrand, Benton, Burt, Ellis, Grant, Inverness, Koehler, Mentor, Mullett, Munro, Nunda, Tuscarora, Walker, and Wilmot Townships and the City of Cheboygan as the result of the above millage levy to CLSS to be used solely for the purpose of providing ambulance services for the use and benefit of the residents of Aloha, Beaugrand, Benton, Burt, Ellis, Grant, Inverness, Koehler, Mentor, Mullett, Munro, Nunda, Tuscarora, Walker, and Wilmot Townships and the City of Cheboygan.
5. The appropriation provided in paragraph 4 above shall each year during the term of this Agreement be paid to CLSS in equal monthly installments, beginning in January and ending in December, subject to any adjustment in the December payment necessary to make the total appropriation paid equal to the tax revenue actually collected by the County.
6. The tax millage revenue paid by the County under paragraph 4 above shall be audited by CLSS on an annual basis during the term of this Agreement in accordance with Public Act 621 of 1978, the Uniform Budgeting & Accounting Act, as amended. A copy of each audit report shall be provided to the County upon completion.
7. In addition to the appropriation provided in paragraph 4 above, the County shall pay CLSS for transporting inmates by ambulance from the county jail for medical treatment under the terms and conditions of this paragraph. If the inmate is bonded out of the county jail or is no longer in the County's legal custody before or at the time of being transported, then the County shall not be responsible for the cost of that ambulance transportation service. CLSS may bill the person directly for the service and/or may bill that person's insurance carrier for that service. If the inmate is in the County's legal custody at the time of being transported, then the County shall be billed and the County shall pay CLSS, except as provided herein, the Medicaid ambulance transportation and mileage rate in effect at the time the transportation service is provided. The parties, however, hereby expressly agree that in lieu of paying the Medicaid ambulance transportation and mileage rate the parties may at any time during the term of this Agreement agree in writing on a payment subscription for ambulance transportation services as negotiated from time to time by the parties.
8. On or before July 1 each year CLSS shall provide the County with a written report specifying how the ambulance millage revenue appropriated for the current year is being spent.
9. On or before September 30 each year CLSS shall provide the County with a written report forecasting the anticipated needs for ambulance millage revenue in the next year.

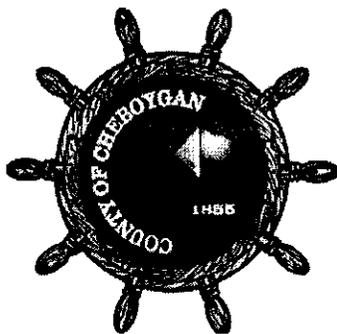
IN WITNESS WHEREOF, the parties hereto have executed this Agreement to be effective the day and year first above written.

CHEBOYGAN COUNTY

CHEBOYGAN LIFE SUPPORT SYSTEMS,
INC.

By: _____
Chair

By: _____
Leslie Tebo, President



Cheboygan County Board of Commissioners' Meeting

January 10, 2017

Title: Reid Building Lease District Health #4

Summary: Renewal of lease agreement for Reid Building

Financial Impact: County will receive the necessary revenue from lease payment to cover the cost of building operation and maintenance as well as funds to repay monies borrowed to complete planned renovations and future capital requirements.

Recommendation:
Motion to approve a five year lease with District Health Department #4 and authorize the Chair to sign.

Prepared by: Jeffery B. Lawson,
County Administrator

Department: Administration

LEASE AGREEMENT

THIS LEASE shall be effective on January 1, 2017, by and between the County of Cheboygan, a Michigan political subdivision, whose address is 870 South Main Street, Cheboygan, Michigan 49721 (Landlord) and District Health Department #4, whose address is 100 Woods Circle, Suite 200, Alpena, Michigan 49707 (Tenant). In consideration of the mutual covenants and promises contained herein the parties agree as follows:

1. DESCRIPTION

Landlord hereby leases to Tenant a portion of the premises located at 825 S. Huron Street, Cheboygan, Michigan 49721, commonly known as the Doris E. Reid Center, consisting of approximately 5,000 square feet of office space, together with the nonexclusive right to use certain common areas and parking areas serving the building (the Leased Property), as more specifically identified in the floor plan and site plan attached hereto as Exhibits A and B.

2. QUIET POSSESSION

Landlord shall deliver quiet possession of the Leased Property to Tenant on the date this Lease is executed and shall secure Tenant in the quiet possession of the Leased Property against all persons during the entire Lease term and any renewals thereof.

3. TERM AND PURPOSE OF LEASE

The term of this Lease shall be for five (5) years beginning January 1, 2017 and ending December 31, 2021. Tenant may use the Leased Property only for the purpose of providing public health services to its clients and administrative services associated with those public health services.

4. RENT

During the term of this Lease Tenant shall pay Landlord annual rent of FIFTY-ONE THOUSAND SEVEN HUNDRED TWENTY EIGHT and 00/100 DOLLARS (\$51,728.00) payable in equal monthly installments of FOUR THOUSAND THREE HUNDRED TEN and 67/100 DOLLARS (\$4,310.67). The first rental payment shall commence on January 1, 2017 and shall be payable the same day of each month thereafter. All rental payments shall be made to the Landlord by mail or by personal delivery to such address as shall be designated by Landlord.

5. RENEWALS

This Lease may be renewed upon such terms as shall be agreed upon between Landlord and Tenant in writing. If the Tenant should remain in possession of the Leased Property after the termination or expiration of this Lease or any renewal thereof, Tenant shall be deemed a Tenant on a month-to-month basis with the same rent and on the same conditions as set forth in this Lease, except as to the term of the Lease.

6. ASSIGNMENT AND SUBLETTING

This Lease shall not be assigned or sublet by Tenant without the prior written approval of Landlord.

7. WASTE AND NUISANCE

Tenant shall not commit, or suffer to be committed, any waste on the Leased Property, nor shall Tenant maintain, commit, or permit the maintenance or commission of any nuisance on the Leased Property.

8. REPAIR, MAINTENANCE, AND CLEANING

The Tenant shall be responsible for keeping the Leased Property in as good condition as it is on the date that possession is given to Tenant, reasonable wear and tear excepted. All repairs and maintenance of the Leased Property that are necessary due to damages beyond reasonable wear and tear, regardless of the cause, shall be the responsibility of the Tenant at its sole expense. All other repairs within the Leased Property, including but not limited to, interior walls, floors, and plumbing and electrical systems and all repairs of items that are in common use with other tenants such as the roof, exterior walls of the building, common areas of the building, and parking area shall be the responsibility of the Landlord at its sole expense. The determination of the need to make repairs, the timing of repairs and whether a contractor or employee of Landlord will be used to make the repairs shall be determined by the Landlord in the sole exercise of its discretion. Landlord shall at its sole expense be responsible for cleaning services within the Leased Property and within all areas within the building in common usage with other tenants; the cleaning services shall be conducted no less than weekly.

9. IMPROVEMENTS

During the term of this Lease the Tenant shall not make any improvements to the Leased Property unless it is approved in advance by the Landlord in writing. The decision whether to authorize any improvements shall be the Landlord's in its absolute discretion. The parties, however, agree that during the term of this Lease, Landlord shall at its sole expense engage the renovation of the leased area of the tenant with substantial completion of renovations by September 2017 contingent on coordination with the Tenant. Tenant shall be afforded an opportunity to provide its recommendations concerning possible renovations. The parties, however, expressly agree that Landlord reserves the right to make the final decision concerning possible renovations to the Leased Property and the building as a whole. Any renovations approved by Landlord pursuant to the recommendations of the project architect shall be paid by Landlord. All improvements shall remain the property of the Landlord upon the termination or expiration of this Lease.

10. DEFAULT

If Tenant breaches any provision of this Lease, including the payment of rent, and such breach continues for thirty (30) days after receipt by Tenant of written notice of the breach, then Landlord shall have the right to re-enter the premises and regain possession or to take such other action as permitted by law.

11. UTILITIES

Landlord shall be responsible for the payment of all charges for garbage removal, water, sewer, natural gas, and electric utilities for the Leased Property. Tenant shall be responsible for the payment of all charges for telephone, and Internet services.

12. SNOW REMOVAL

Landlord shall have sole responsibility to keep the premises, as well as all entrances and exits free from unreasonable accumulations of ice and snow.

13. INDEMNIFICATION

Each party shall indemnify and hold harmless the other party, its public officials, officers, board members, successors, assigns, agents, servants, employees, and insurance companies from any damages, legal fees or expenses, awards, demands, rights, causes of action, including but not limited to, causes of action for contribution, indemnification, or recovery of any liens of any kind or nature, losses, claims and actions which may, do, or shall arise out of or grow out of that party's duties and obligations contained in this Lease. This provision shall apply to any and all claims by either party, its public officials, officers, board members, agents, servants, employees, successors or assigns or to any and all claims by any third party.

14. LIABILITY AND CASUALTY INSURANCE

Landlord shall obtain and maintain property insurance on the building in which the Leased Property is located under the terms and conditions determined by the Landlord in the sole exercise of its discretion. Tenant shall maintain at its own expense, public liability insurance with liability limits no less than \$1,000,000 for a single occurrence and \$2,000,000 in the aggregate. This insurance policy shall name Landlord as an additional named insured and shall contain a provision that the policy cannot be terminated, canceled, or substantially altered without thirty (30) days written notice to Landlord. Tenant shall provide notice of compliance with this insurance provision before taking possession of the Leased Property. If Tenant fails to comply with the requirement to maintain public liability insurance as provided herein, then Landlord may, in addition to treating it as a breach of this Lease, procure such public liability insurance and charge the expense thereof to Tenant as additional rent in the amount of any such payment fully payable as part of the next monthly rental payment.

15. NOTICES

All notices provided to be given under this Lease shall be given by regular mail unless otherwise herein provided, addressed to the proper party, at the following addresses or to any subsequent address which the parties may designate in writing for such purpose. The date of service of a notice served by mail shall be the date on which the mailing occurred

LANDLORD:

TENANT:

County Administrator
870 S. Main St., P.O. Box 70
Cheboygan, MI 49721

District Health Department #4
100 Woods Circle, Suite 200
Alpena, Michigan 49707

16. FIRE OR CASUALTY LOSS

It is understood and agreed that if the Leased Property is damaged or destroyed in whole or in part by fire or other cause during the term of this Lease or any renewals, then the Landlord shall have the option within thirty (30) days to terminate this Lease or to restore the Leased Property as speedily as is reasonably possible under the circumstances. The Tenant's rent shall abate in proportion to the amount of the Leased Property Tenant is unable to reasonably use during the period of time needed to restore the Leased Property to a tenantable condition. In the event that the Leased Property cannot be restored to a tenantable condition within ninety (90) days from the date of occurrence, then either party shall have the option of terminating this Lease by written notice to the other.

17. EXCUSE

Neither party shall be required to perform any term, condition, or covenant in this Lease so long as such performance is delayed or prevented by any acts of God, strikes, lockouts, material or

labor restrictions by any governmental authority, civil riot, floods, and any other cause not reasonably within the control of the party with the duty to act and which by the exercise of due diligence that party is unable, wholly or in part, to prevent or overcome.

18. TIME OF ESSENCE

Time is of the essence of this Lease.

19. EXCULPATION OF LESSOR

If Landlord conveys title to the Lease Property during the term of this Lease or any renewal thereof, then Landlord shall not be liable to Tenant, its successors or assigns as to any act or omission from and after such conveyance.

20. WAIVER OF DEFAULT

No waiver by the parties hereto of any default or breach of any term, condition, or covenant of this Lease shall be deemed to be a waiver of any other breach of the same or any other term, condition, or covenant contained herein.

21. RIGHTS AND REMEDIES CUMULATIVE

The rights and remedies provided by this Lease are cumulative, and the use of any one right or remedy by either party shall not preclude or waive its right to use any or all other remedies. Said rights and remedies are given in addition to any other rights the parties may have by law, statute, ordinance, or otherwise.

22. ATTORNEY'S FEES

In the event either party breaches any of the terms of this Lease whereby the party not in default employs attorneys to protect or enforce its rights hereunder and prevails, then the defaulting party agrees to pay the other party reasonable attorney's fees so incurred by such other party.

23. MISCELLANEOUS

- A. The premises covered by this Lease shall not be used for any unlawful purpose.
- B. Tenant shall abide by all state and local laws in respect to the operation of a business on the Leased Property and in respect to the manner in which it uses the Leased Property.
- C. Tenant agrees not to permit any advertising inside or outside of the Leased Property, except as authorized by Landlord in writing. However, Tenant may continue any such advertising as is currently in use on the Leased Property as of the date that this Lease is executed.
- D. Tenant agrees that if the interest created by this Lease shall be taken in execution or by other process of law or if the Tenant shall become bankrupt or insolvent, according to law, or any receiving be appointed for the business or property of the Tenant, if any assignment shall be made of Tenant's property for the benefit of creditors, then and in such event, this Lease may be canceled at the option of the Landlord.
- E. Landlord reserves the right to subordinate this Lease at any time to the lien of any mortgage or mortgages now or hereafter placed upon the Landlord's interest in the

Leased Property. The Tenant agrees to execute and deliver, upon demand, such further documents subordinating this Lease to the Landlord and any mortgages or future mortgages and hereby irrevocably appoints the Landlord as Tenant's attorney-in-fact to execute and deliver any such instrument or instruments in the name of the Tenant.

- F. The Tenant acknowledges that it has examined the Leased Property prior to the execution of this Lease and that it knows the condition thereof. Tenant acknowledges that all representations as to the condition of the Leased Property or the state of repairs thereof have been made by the Landlord or its agent. Any representations regarding the Leased Property are only set forth in this Lease. The Tenant specifically accepts the Leased Property in its present condition at the date of the execution of this Lease which means that it accepts the Leased Property "as is". Tenant acknowledges that it has had the opportunity to examine the Leased Property for any hidden defects.
- G. This Lease shall be binding upon the heirs, executors, personal representatives, successors and assigns of the parties.
- H. If any provisions of this Lease shall be declared invalid or unenforceable, the remainder of the Lease shall continue in full force or effect.
- I. This Lease contains the entire agreement between the parties and any subsequent agreement made hereafter shall be ineffective to change, modify or discharge this Lease, 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 Lease has been executed to be effective on the day and year set forth above.

LANDLORD:

COUNTY OF CHEBOYGAN

Date: _____

By: _____

Its: Chairperson

TENANT:

DISTRICT HEALTH DEPARTMENT #4

Date: _____

By: _____

Its:



Cheboygan County

Board of Commissioners' Meeting

January 10, 2017

Title: MSU Extension Service Agreement

Summary: This agreement renews the County's agreement with Michigan State University for Extension services. Cheboygan County provides funding for one full time clerical support staff, funding for half of the cost of the 4-H program employee as well as office space for the program.

Financial Impact: \$72,379 for Staffing cost

Recommendation: Motion to approve 2017 Agreement for Extension Services and authorize the Chair to sign.

Prepared by: Jeffery B. Lawson

Department: Administration

AGREEMENT FOR EXTENSION SERVICES

This AGREEMENT FOR EXTENSION SERVICES ("Agreement") is entered into this 1st day of January, 2017 by and between Cheboygan County, Michigan ("County"), and the BOARD OF TRUSTEES OF MICHIGAN STATE UNIVERSITY ("MSU") on behalf of MICHIGAN STATE UNIVERSITY EXTENSION ("MSUE").

WHEREAS the United States Congress passed the Smith-Lever Act in 1914 creating a National Cooperative Extension System and directed the nation's land grant universities to oversee its work; and,

WHEREAS MSUE helps people improve their lives by bringing the vast knowledge resources of MSU directly to individuals, communities and businesses; and,

WHEREAS For more than 100 years, MSUE has helped grow Michigan's economy by equipping Michigan residents with the information needed to do their jobs better, raise healthy and safe families, build their communities and empower our children to succeed; and,

WHEREAS It is the mission of MSUE to help people improve their lives through an educational process that applies knowledge to critical issues, needs and opportunities; and,

WHEREAS MSUE meets this mission by providing Extension educational programs in the following subject matter areas:

- Agriculture & Agribusiness
- Children & Youth Development, including 4-H
- Health & Nutrition
- Community & Economic Development, Natural Resources

NOW THEREFORE in consideration of the mutual covenants herein contained, and other good and valuable consideration, the parties hereto mutually agree as follows:

A. MSUE will provide:

1. Access to programs in all four MSUE Institutes to residents in your County. This includes access to educators and program instructors appointed to the Institutes and MSU faculty affiliated with each Institute to deliver core programs.
2. Extension Educators and program staff as needed to implement programs within the County, housed at the county office.
3. A county 4-H program. 0.5 FTE 4-H Program Coordination.
4. Salary and benefits of MSUE Personnel and the cost of administrative oversight of Personnel.
5. Operating expenses, per MSU policy, for MSUE personnel ("Personnel").

6. Supervision of MSU-provided academic and paraprofessional staff. Supervision of county employed clerical staff and/or other county employed staff, upon request.
7. Administrative oversight of MSUE office operations.
8. An annual report of services provided to the residents of the County during the term of this Agreement, including information about audiences served, and impact of Extension programs in the County.

B. The County will Provide:

1. An annual assessment that will be charged to the county and administered by MSUE. The assessment will help fund Extension services for the County, including operating expenses for certain Extension personnel and the operation of the County 4-H program.
2. Office and meeting space meeting the following requirements:
 - a. Sufficient Office space to house Extension staff as agreed upon between the County and the MSUE District Coordinator.
 - b. Utilities, including telephone & telephone service sufficient to meet the needs of Personnel utilizing the MSUE office space.
 - c. High-speed Internet service sufficient to meet the needs of Personnel utilizing the MSUE office space.
 - d. Access to space for delivering Extension programs.
 - e. Access to the office building and relevant meeting spaces must be ADA compliant/accessible
3. Clerical support staff for the MSUE office as agreed upon between the County and MSUE District Coordinator that will perform clerical functions, including assisting County residents in accessing MSUE resources by office visit, telephone, email, internet and media. The clerical support staff will be either a County employed clerical staff, or the County will provide funding for an MSUE employed clerical staff.

1 FTE County employed Clerical Support Staff

Optional:

4. Funding for additional Extension educators at **\$0.** (0 FTE * \$98,225.) assigned to County and reporting to 0.
5. Funding for additional 4-H program capacity **0.5 FTE**
6. Funding for additional paraprofessional(s) at **0 FTE**

7. Total Annual Assessment in the amount of **\$72,379.**

Payments due and payable under the terms of this Agreement shall be made on the first of the month, of the first month, in each quarter of the county fiscal year, unless otherwise requested and agreed as provided below.

Payment mailing address: MSU Extension Business Office, Room 160 Justin S. Morrill Hall of Agriculture, 446 West Circle Drive, Michigan State University, East Lansing, MI 48824.

C. Staffing and Financial Summary

A. Base Assessment (includes 0.5 FTE 4-H Program Coordination) **\$42,028.**

ADDITIONAL PERSONNEL

B. 0 FTE Clerical Support Staff to be employed by MSU \$0.
C. 0 FTE Educator (Program Area) \$0.
D. 0.5 FTE Additional 4-H Program Coordination \$30,351.
E. 0.5 FTE Additional paraprofessional staff \$0.

TOTAL COUNTY ASSESSMENT PAYABLE TO MSU FOR FY 2017: \$72,379.

I. Term and Termination

The obligations of the parties under this Agreement will commence on January 1, 2017 the first day of the County budget year 2017 and shall terminate on the last day of such County budget year 2017. Either party to this Agreement may terminate the Agreement, with or without cause, with 120 days written notice delivered to Michigan State University Extension, Justin S. Morrill Hall of Agriculture, 446 W. Circle Drive, Room 160, East Lansing, MI 48824 if to MSUE and delivered to Cheboygan County, County Administrator Jeff Lawson, 870 South Main Street, Cheboygan, MI , if to the County.

II. General Terms

1. **Independent Contractor.** The University is an independent contractor providing services to the County. The County and MSU do not have the relationship of legal partners, joint venturers, principals or agents. Personnel have no right to any of County's employee benefits.
2. **Force Majeure.** Each party will be excused from the obligations of this agreement to the extent that its performance is delayed or prevented by circumstances (except financial) reasonably

beyond its control, including, but not limited to, acts of government, embargoes, fire, flood, explosions, acts of God, or a public enemy, strikes, labor disputes, vandalism, or civil riots.

3. **Assignment.** This agreement is non-assignable and non-transferable.
4. **Entire Agreement.** This Agreement, with its Appendix "A" is the entire agreement between MSU and the County. This Agreement supersedes all previous agreements, for the subject matter of this Agreement. The Agreement can only be modified in writing, signed by both MSU and the County.
5. **No Third Party Beneficiaries.** This Agreement is solely for the benefit of MSU and the County and does not create any benefit or right for any other person, including residents of the County.
6. **Indemnification:** Without waiving any claim of governmental immunity, each party will protect, defend and indemnify the other and its elected officials, agents, representatives, volunteers and employees from any and all liabilities, claims, liens, fines, demands and costs, including attorney fees, of whatsoever kind and nature, such as, but not limited to, those resulting from injury or death to any persons, including the other party's own employees, or from loss or damage to any property, including property owned or in the care, custody or control of the other party, arising out of the negligence or willful misconduct of the indemnifying party or its agents, representatives and employees, or any subcontractor or its agents, representatives and employees, in connection with this Agreement. The obligations of the parties will survive any termination of this Agreement or completion of parties' performance under this Agreement.
7. **Nondiscrimination:** The parties will adhere to all applicable federal, state and local laws, ordinances, rules and regulations prohibiting discrimination. Neither party will discriminate against a person to be served or any employee or applicant for employment because of race, color, religion, national origin, age, sex, disability, height, weight, marital status, or any other factor prohibited by applicable law.

The individuals signing below each have authority to bind MSU and the County, respectively.

**BOARD OF TRUSTEES OF
MICHIGAN STATE UNIVERSITY**

Cheboygan COUNTY

By: _____

By: _____

Daniel T. Evon, Director,
Contract & Grant Administration

Print name: _____

Its: _____

Its: _____

(title)

Date: _____

Date: _____

Appendix A
Technical Standards for County Internet Connections

Michigan State University Extension (MSUE) employs the use of technology to meet the ever changing needs of our constituents. We strive to utilize standard, enterprise tools when appropriate, but also recognize the need to evolve with the times and utilize innovative tools to reach a broad array of people.

MSUE does support and encourage the use of technologies that others may not, including social media applications. We view communication with our constituents through channels such as Facebook, Twitter, and Second Life to be critical to our work. MSUE staff are required to follow the MSU Acceptable Use Policy (AUP) <https://tech.msu.edu/about/guidelines-policies/aup/>.

We ask that our county partners provide Extension personnel access to a high-speed Internet connection. From that access, the easiest way to create a secure path to necessary applications is to open the full MSU Internet Protocol Range to and from your network, as well as opening social media sites to the addresses used by MSUE staff at your location. MSUE is prepared to support end user needs if there is high-speed internet, networking to clients, and phone system support. MSU will provide firewall functionality and client support. To discuss this possibility please contact your MSUE District Coordinator. To provide the needed services on county equipment review the following MSU-owned ranges:

The MSU-owned ranges are:

NetRange 35.8.0.0 - 35.9.255.255
CIDR 35.8.0.0/15

If you would like to narrow the scope further for additional protection, some of the addresses that will need to be allowable include:

35.9.15.43 (80) (search.msu.edu)
35.9.160.36 (1935,443) (authentication)
35.8.201.221 & 35.8.201.212 (10020) (ProofPoint)
35.9.83.132 (all) (vpn.msu.edu)
35.9.81.150 (zoom.msu.edu)
35.9.121.189 and 190 (443) (SharePoint)
35.8.200.57 (80 and 443) (SharePoint)
35.9.121.221, 223, and 225 (443) (Exchange)
35.8.200.56 (80 and 443) (Exchange)
35.8.200.2—35.8.200.7 (443 TCP, 3478 UDP, 50,000-59,999 TCP/UDP) (Lync)
35.8.201.200 (443 TCP) (Lync)
35.9.121.238 & 35.9.121.211 (TCP - 80, 443, 445 & TCP/UDP – 135, 137-139, 2701-2704, 49152-65535)
35.8.200.58 (80 and 443) (Lync)
35.9.14.169 (80 and 443) (D2L – Desire to Learn)

The following applications are necessary on all computers – MS Office (preferably 2013, MSUE provides MS licensing), Lync 2013 Client, Acrobat, Zoom Client, SAP client, VPN client, AntiVirus (SEP can be provided by MSUE). (IE 10 or higher, or most recent version of Chrome and Firefox)

Other notable web server/sites IP addresses:

CANR.msu.edu – 35.8.201.199
MSUE.anr.msu.edu – 35.8.201.199
Events.anr.msu.edu – 35.8.200.220
web2.canr.msu.edu | web2.msue.msu.edu - 35.8.200.220
Expression Engine – 35.8.201.215

Web Hosting environment (other ANR websites) – 35.8.201.217

Master Gardener (External) – 128.120.155.54

Extension.org (External) – 152.46.27.147

Msu.zoom.us (External) – 54.165.201.102

Some configuration changes are necessary to support services such as SharePoint, including modifications to Internet Explorer. These can always be found on the ANR Technology web site.

Questions may be directed to support@anr.msu.edu, where they will be routed to the best person to assist you.

Cheboygan County Board of Commissioners' Meeting

January 10, 2017

Title: Annual Remonumentation Agreements

Summary: The annual Remonumentation Agreements have been reviewed by Civil Counsel in past years. The 2017 contracts reflect the same basic language as used last year.

Financial Impact: The amount of the 2016 Remonumentation Grant is \$46,131. The amount of this grant over the last five years has been as follows:

2013 Grant = \$43,333
2014 Grant = \$65,297
2015 Grant = \$60,304
2016 Grant = \$38,974

Recommendation: Motion to approve the Professional Service Agreement between Cheboygan County and Granger and Associates for Remonumentation beginning January 1, 2017 and authorize the Chair to sign.

Motion to approve the Professional Service Agreement between Cheboygan County and Fullford Surveying & Mapping for Remonumentation beginning January 1, 2017 and authorize the Chair to sign.

Motion to approve the Professional Service Agreement between Cheboygan County and Ecker Surveying Incorporated for Remonumentation beginning January 1, 2017 and authorize the Chair to sign.

Motion to approve the individual Remonumentation Peer Group Services Agreements between Cheboygan County and Ronald Brand, Carl Kiiskila, Brian Fullford, Alan Granger and Jeff Ecker for the period beginning January 1, 2017 and ending December 31, 2017, and authorize the Chair to sign.

Motion to approve the Administrative Staff Services Agreement between Cheboygan County and Granger & Associates, Inc. for the period beginning January 1, 2017 and ending December 31, 2017 and authorize the Chair to sign.

Prepared by: Jeffery B. Lawson

Department: Administration

PROFESSIONAL SERVICES AGREEMENT

This AGREEMENT made as of January 1, 2017 between the Cheboygan County Board of Commissioners, 870 S. Main St., Cheboygan, MI 49721, OWNER, and GRANGER & ASSOCIATES, INC., 224 S. Main St., Cheboygan, MI 49721, MONUMENTATION SURVEYOR.

SECTION 1 - ASSIGNMENT

1.1 OWNER engages the MONUMENTATION SURVEYOR to perform professional services in accordance with the State Survey and Remonumentation Act, Act 345, PA 1990, the Administrative Rules, other regulations promulgated by the Survey and Remonumentation Section, Department of Licensing and Regulatory Affairs and the Cheboygan County Model Plan.

1.2 MONUMENTATION SURVEYOR will not undertake any work on the ASSIGNMENT until this AGREEMENT is executed by OWNER and a copy of the AGREEMENT is returned to the MONUMENTATION SURVEYOR unless authorized by OWNER as outlined in Section 4.1.

SECTION 2 - BASIC SERVICES

2.1 MONUMENTATION SURVEYOR shall complete the ASSIGNMENT under the following terms and conditions:

2.1.1 Shall undertake the ASSIGNMENT with completeness, thoroughness and standard of practice for Cheboygan County

2.1.2 Shall perform all services in accordance with applicable laws, regulations and other requirements pertaining to the ASSIGNMENT.

2.1.3 Shall provide copies of all materials on the corners assigned, to be presented to each member of the Peer Group and to the County Surveyor, at least one week prior to the Peer Group meeting at which the ASSIGNMENT will be presented.

2.1.4 Upon review and concurrence of the Peer Group with the MONUMENTATION SURVEYOR'S presentation, analysis and conclusions, furnish an original Land Corner Recordation form, or forms as appropriate, according to the schedule in Exhibit A, to the County Surveyor together with the appropriate fees for recording.

2.1.5 Shall furnish one complete set of documents for each corner monumented to the County Surveyor to be placed in the permanent files maintained at the Register of Deeds office.

SECTION 3 - OWNER'S RESPONSIBILITIES

3.1 OWNER will provide:

3.1.1 Criteria and information made available from the State Survey and Remonumentation Section.

3.1.2 Access to and copies of documentation, at usual County fee charges, pertinent to the Assignment.

SECTION 4 - PERIOD OF SERVICE

4.1 OWNER has authorized MONUMENTATION SURVEYOR to start performing services and incurring allowable costs upon receipt of a fully executed copy of this Agreement unless otherwise agreed to by OWNER.

4.2 Completion of the ASSIGNMENT shall be in accordance with the schedule outlined in Exhibit A attached hereto and incorporated herein by reference.

SECTION 5 - PAYMENT

5.1 OWNER will pay MONUMENTATION SURVEYOR for completion of the ASSIGNMENT as outlined in Exhibit A.

5.2 OWNER will release payment to MONUMENTATION SURVEYOR within 45 days after receipt of funds from the State.

5.3 MONUMENTATION SURVEYOR will submit pay requests to the County Grant Administrator detailing the work completed and for which payment is being requested.

5.4 If OWNER fails to make any payment to MONUMENTATION SURVEYOR within the time specified in this Section, the OWNER shall pay a service charge to the MONUMENTATION SURVEYOR of 1% per month or portion thereof commencing on the 46th day on the amount unpaid as defined in Section 5.2.

SECTION 6 - INSURANCE AND IDEMNIFICATION

6.1 Throughout the term of this AGREEMENT, MONUMENTATION SURVEYOR shall have in effect the following insurances in the minimum amounts stated with copies attached to this AGREEMENT:

6.1.1 Public Liability/Property Damage	\$500,000
Automobile	\$300,000
Workman's Compensation	as required by law
Equipment	\$50,000
Professional Liability Insurance	Min. \$150,000

6.2 Copies of insurance certificates, excluding Professional Liability Insurance, shall include a requirement that the County be named as an Additional Insured and shall provide that the policies cannot be terminated, canceled or substantially altered without thirty(30) days written notice to the County.

6.3 Cancellation of any of the insurances listed in Section 6.1.1 shall be cause for suspension of this AGREEMENT and if the insurance(s) are not renewed, with copies furnished to the Remonumentation Grant Administrator, within 30 days after date of insurance(s) termination or cancellation, it shall be cause for termination of this AGREEMENT with forfeiture of any payments to MONUMENTATION SURVEYOR.

6.4 MONUMENTATION SURVEYOR, upon execution of this AGREEMENT, agrees to allow free access to and copies of any information that they may have to other MONUMENTATION SURVEYORS working on Remonumentation in Cheboygan County.

6.5 OWNER and REMONUMENTATION SURVEYOR, and the respective partners, successors, executors, administrators, assigns and legal representatives of each are bound by the AGREEMENT to the other party of this AGREEMENT and to the parties, successors, administrators, assigns and legal representatives of such other party in respect of all covenants, agreements and obligations of this AGREEMENT.

6.6 This Professional Service Agreement is and shall be deemed an INDEPENDENT CONTRACT. In such regard, any and all employees hired by MONUMENTATION SURVEYOR shall be deemed employees of MONUMENTATION SURVEYOR and not of the County.

6.7 OWNER agrees to a total limit of liability, in the aggregate, of MONUMENTATION SURVEYOR and their Officers, Directors, partners, employees, agents and MONUMENTATION SURVEYOR'S consultants, and any of them, to OWNER and anyone claiming by, through or under OWNER, for any and all claims, losses, costs or damages whatsoever arising out of, resulting from or including, but not limited to, the negligence, professional errors or omissions. Strict liability or breach of contract or warranty express or implied by MONUMENTATION SURVEYOR and their Officers, Directors, partners, employees, agents and MONUMENTATION SURVEYOR'S consultants or any one of them shall not exceed \$100,000 under this Agreement.

6.8 OWNER agrees to indemnify and hold harmless and defend MONUMENTATION SURVEYOR from any claims, liabilities, losses, damage or legal costs or expense resulting from negligence, professional errors or omissions or any other actions caused solely by acts of the OWNER.

6.9 MONUMENTATION SURVEYOR agrees to indemnify, hold harmless and defend OWNER from any claims, liabilities, losses, damage or legal costs or expenses resulting from negligence, professional errors or omissions or any other actions caused solely by acts of the MONUMENTATION SURVEYOR.

This AGREEMENT consisting of four (4) pages and Exhibit A consisting of one (1) page constitutes the entire AGREEMENT between OWNER and MONUMENTATION SURVEYOR and supersedes all written or oral understandings between them. The AGREEMENT and Exhibit A may only be amended, supplemented, modified or canceled by a duly executed, written instrument.

In witness whereof, the parties hereto have made and executed this AGREEMENT as of the day and year first written above.

OWNER, Cheboygan County

MONUMENTATION SURVEYOR
Granger & Associates, Inc.

Chairman, Board of Commissioners



Authorized Representative

Date: _____

Date: 12/6/16

**EXHIBIT A TO PROFESSIONAL SERVICES AGREEMENT
BETWEEN CHEBOYGAN COUNTY AND
GRANGER & ASSOCIATES, INC.
Dated January 1, 2017**

ASSIGNMENT

1. Perform research, field investigation, uncover or locate corner evidence, witnesses (find or establish), assemble all information and provide copies for Peer Group review and attend Peer Group meetings.
2. Establish latitude and longitude positions utilizing Rapid Static procedure with a minimum data collection time of 30 minutes at each Remon corner. Latitude & Longitude values must be reported to a minimum accuracy of 0.00001" of arc. Coordinates must be obtained:
 - a) directly from a Continuously Operating Reference Station (CORS),
 - b) from supplemental control established from CORS, or
 - c) from supplemental control established from other NGS horizontal control stations
3. The following information must be published on the Land Corner Recordation Certificate (LCRC):
 - Latitude 00 00' 00.00000"
 - Longitude 00 00' 00.00000"
 - Estimated Reputability/Accuracy 0.01" of arc
 - Datum and Adjustment Year: Epoch Date: DD-MMM-YYYY
 - Date of Observation: DD-MMM-YYYY
 - Method of Survey: narrative explanation
4. Prepare and submit LCRC's and all related work in accordance with Section 1.1.

PERIOD OF SERVICE

Complete corner research and review data at Peer Group meeting on March 14, 2017

Complete field investigation and final report and review data at Peer Group meeting on September 12, 2016

Set corner monument, prepare LCRC and submit to County Surveyor by November 14, 2016

PAYMENT

For each corner researched, presented and reviewed by Peer Group\$500
For each corner field investigated, presented and reviewed,
and concurrence with MON. SURVEYOR by Peer Group\$750
Setting of corner monument, preparation and submittal of
LCRC forms, with recording fee, to County Surveyor\$53.45

CORNERS ASSIGNED

T36N R1E B05, B07, M.C. C-D05 (2), D05, D07, F05, H05, I04, I05

Research	10 @ \$500 = \$ 5,000
Monumentation	10 @ \$750 = \$ 7,500
LCRC	10 @ \$53.45 = \$ <u>534.50</u>
Total	\$ 13,034.50

PROFESSIONAL SERVICES AGREEMENT

This AGREEMENT made as of January 1, 2017 between the Cheboygan County Board of Commissioners, 870 S. Main St., Cheboygan, MI 49721, OWNER, and FULLFORD SURVEYING & MAPPING, 097 S. Straits Hwy., Ste. A, Indian River, Mi, 49749, MONUMENTATION SURVEYOR.

SECTION 1 - ASSIGNMENT

1.1 OWNER engages the MONUMENTATION SURVEYOR to perform professional services in accordance with the State Survey and Remonumentation Act, Act 345, PA 1990, the Administrative Rules, other regulations promulgated by the Survey and Remonumentation Section, Department of Licensing and Regulatory Affairs and the Cheboygan County Model Plan.

1.2 MONUMENTATION SURVEYOR will not undertake any work on the ASSIGNMENT until this AGREEMENT is executed by OWNER and a copy of the AGREEMENT is returned to the MONUMENTATION SURVEYOR unless authorized by OWNER as outlined in Section 4.1.

SECTION 2 - BASIC SERVICES

2.1 MONUMENTATION SURVEYOR shall complete the ASSIGNMENT under the following terms and conditions:

2.1.1 Shall undertake the ASSIGNMENT with completeness, thoroughness and standard of practice for Cheboygan County

2.1.2 Shall perform all services in accordance with applicable laws, regulations and other requirements pertaining to the ASSIGNMENT.

2.1.3 Shall provide copies of all materials on the corners assigned, to be presented to each member of the Peer Group and to the County Surveyor, at least one week prior to the Peer Group meeting at which the ASSIGNMENT will be presented.

2.1.4 Upon review and concurrence of the Peer Group with the MONUMENTATION SURVEYOR'S presentation, analysis and conclusions, furnish an original Land Corner Recordation form, or forms as appropriate, according to the schedule in Exhibit A, to the County Surveyor together with the appropriate fees for recording.

2.1.5 Shall furnish one complete set of documents for each corner monumented to the County Surveyor to be placed in the permanent files maintained at the Register of Deeds office.

SECTION 3 - OWNER'S RESPONSIBILITIES

3.1 OWNER will provide:

3.1.1 Criteria and information made available from the State Survey and Remonumentation Section.

3.1.2 Access to and copies of documentation, at usual County fee charges, pertinent to the Assignment.

SECTION 4 - PERIOD OF SERVICE

4.1 OWNER has authorized MONUMENTATION SURVEYOR to start performing services and incurring allowable costs upon receipt of a fully executed copy of this Agreement unless otherwise agreed to by OWNER.

4.2 Completion of the ASSIGNMENT shall be in accordance with the schedule outlined in Exhibit A attached hereto and incorporated herein by reference.

SECTION 5 - PAYMENT

5.1 OWNER will pay MONUMENTATION SURVEYOR for completion of the ASSIGNMENT as outlined in Exhibit A.

5.2 OWNER will release payment to MONUMENTATION SURVEYOR within 45 days after receipt of funds from the State.

5.3 MONUMENTATION SURVEYOR will submit pay requests to the County Grant Administrator detailing the work completed and for which payment is being requested.

5.4 If OWNER fails to make any payment to MONUMENTATION SURVEYOR within the time specified in this Section, the OWNER shall pay a service charge to the MONUMENTATION SURVEYOR of 1% per month or portion thereof commencing on the 46th day on the amount unpaid as defined in Section 5.2.

SECTION 6 - INSURANCE AND IDEMNIFICATION

6.1 Throughout the term of this AGREEMENT, MONUMENTATION SURVEYOR shall have in effect the following insurances in the minimum amounts stated with copies attached to this AGREEMENT:

6.1.1 Public Liability/Property Damage	\$500,000
Automobile	\$300,000
Workman's Compensation	as required by law
Equipment	\$50,000
Professional Liability Insurance	Min. \$150,000

6.2 Copies of insurance certificates, excluding Professional Liability Insurance, shall include a requirement that the County be named as an Additional Insured and shall provide that the policies cannot be terminated, canceled or substantially altered without thirty(30) days written notice to the County.

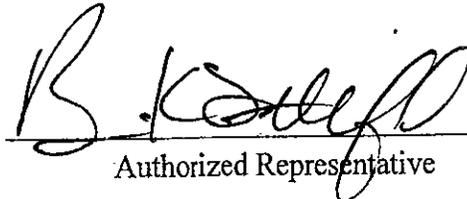
This AGREEMENT consisting of four (4) pages and Exhibit A consisting of one (1) page constitutes the entire AGREEMENT between OWNER and MONUMENTATION SURVEYOR and supersedes all written or oral understandings between them. The AGREEMENT and Exhibit A may only be amended, supplemented, modified or canceled by a duly executed, written instrument.

In witness whereof, the parties hereto have made and executed this AGREEMENT as of the day and year first written above.

OWNER, Cheboygan County

MONUMENTATION SURVEYOR
Fullford Surveying & Mapping

Chairman, Board of Commissioners



Authorized Representative

Date: _____

Date: 12/16/16

6.3 Cancellation of any of the insurances listed in Section 6.1.1 shall be cause for suspension of this AGREEMENT and if the insurance(s) are not renewed, with copies furnished to the Remonumentation Grant Administrator, within 30 days after date of insurance(s) termination or cancellation, it shall be cause for termination of this AGREEMENT with forfeiture of any payments to MONUMENTATION SURVEYOR.

6.4 MONUMENTATION SURVEYOR, upon execution of this AGREEMENT, agrees to allow free access to and copies of any information that they may have to other MONUMENTATION SURVEYORS working on Remonumentation in Cheboygan County.

6.5 OWNER and REMONUMENTATION SURVEYOR, and the respective partners, successors, executors, administrators, assigns and legal representatives of each are bound by the AGREEMENT to the other party of this AGREEMENT and to the parties, successors, administrators, assigns and legal representatives of such other party in respect of all covenants, agreements and obligations of this AGREEMENT.

6.6 This Professional Service Agreement is and shall be deemed an INDEPENDENT CONTRACT. In such regard, any and all employees hired by MONUMENTATION SURVEYOR shall be deemed employees of MONUMENTATION SURVEYOR and not of the County.

6.7 OWNER agrees to a total limit of liability, in the aggregate, of MONUMENTATION SURVEYOR and their Officers, Directors, partners, employees, agents and MONUMENTATION SURVEYOR'S consultants, and any of them, to OWNER and anyone claiming by, through or under OWNER, for any and all claims, losses, costs or damages whatsoever arising out of, resulting from or including, but not limited to, the negligence, professional errors or omissions. Strict liability or breach of contract or warranty express or implied by MONUMENTATION SURVEYOR and their Officers, Directors, partners, employees, agents and MONUMENTATION SURVEYOR'S consultants or any one of them shall not exceed \$100,000 under this Agreement.

6.8 OWNER agrees to indemnify and hold harmless and defend MONUMENTATION SURVEYOR from any claims, liabilities, losses, damage or legal costs or expense resulting from negligence, professional errors or omissions or any other actions caused solely by acts of the OWNER.

6.9 MONUMENTATION SURVEYOR agrees to indemnify, hold harmless and defend OWNER from any claims, liabilities, losses, damage or legal costs or expenses resulting from negligence, professional errors or omissions or any other actions caused solely by acts of the MONUMENTATION SURVEYOR.

**EXHIBIT A TO PROFESSIONAL SERVICES AGREEMENT
BETWEEN CHEBOYGAN COUNTY AND
FULLFORD SURVEYING & MAPPING, P.C.
Dated January 1, 2017**

ASSIGNMENT

1. Perform research, field investigations, uncover or locate corner evidence, witnesses (find or establish), assemble all information and provide copies for Peer Group review and attend Peer Group meetings.
2. Establish latitude and longitude positions utilizing Rapid Static procedure with a minimum data collection time of 30 minutes at each Remon corner. Latitude and Longitude values must be reported to a minimum accuracy of 0.00001" of arc. Coordinates must be obtained:
 - a) directly from a Continuously Operating Reference Station (CORS),
 - b) from supplemental control established from CORS, or
 - c) from supplemental control established from other NGS horizontal control stations
3. The following information must be published on the Land Corner Recordation Certificate (LCRC):
 - Latitude 00 00' 00.00000"
 - Longitude 00 00' 00.00000"
 - Estimated Reputability/Accuracy 0.01" of arc
 - Datum and Adjustment Year: Epoch Date: DD-MMM-YYYY
Date of Observation: DD-MMM-YYYY
Method of Survey: narrative explanation
4. Prepare and submit LCRC's and all related work in accordance with Section 1.1

PERIOD OF SERVICE

Complete corner research and review data at Peer Group meeting on March 14, 2017

Complete field investigation and final report and review data at Peer Group meeting on September 12, 2017

Set corner monument, prepare LCRC and submit to County Surveyor by November 14, 2016

PAYMENT

For each corner researched, presented and reviewed by Peer Group\$500
For each corner field investigated, presented and reviewed, and
concurrence with MON. SURVEYOR, by Peer Group.....\$750
Setting of corner monument, preparation and submittal of
LCRC forms, with recording fee, to County Surveyor.....\$ 53.45

CORNERS ASSIGNED

T34N R2W B11, C02, C03, C05, E02, E03, E05, L03, L05, L07

Research	10 @ \$500 =	\$ 5,000
Monumentation	10 @ \$750 =	\$ 7,500
LCRC	10 @ \$53.45 =	<u>\$ 534.50</u>
		\$ 13,034.50



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

4/22/2016

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an **ADDITIONAL INSURED**, the policy(ies) must be endorsed. If **SUBROGATION IS WAIVED**, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Eric Moore Moore Insurance Services, Inc. 67 N. Howell P.O. Box 207 Hillsdale MI 49242		CONTACT NAME: Cyndi Armstrong PHONE (A/C, No, Ext): (517) 439-9345 E-MAIL ADDRESS: info@mooreinsuranceservices.com FAX (A/C, No): (517) 439-5536	
INSURED Fullford Surveying & Mapping, P.C. PO Box 969 5097 S Straits Hwy. Suite A Indian River MI 49749		INSURER(S) AFFORDING COVERAGE INSURER A: RLI Insurance Company INSURER B: INSURER C: INSURER D: INSURER E: INSURER F:	
		NAIC # 13056	

COVERAGES CERTIFICATE NUMBER: CL1642201275 REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDITIONAL SUBROGATION	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
	COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input type="checkbox"/> LOC OTHER:					EACH OCCURRENCE \$ DAMAGE TO RENTED PREMISES (Ea occurrence) \$ MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$ GENERAL AGGREGATE \$ PRODUCTS - COMP/OP AGG \$ \$
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS					COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$					EACH OCCURRENCE \$ AGGREGATE \$ \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N				<input type="checkbox"/> PER STATUTE <input type="checkbox"/> OTHER E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
A	Professional Liability W/Pollution Incident		RDP0020341	05/24/2016	05/24/2017	Per Claim \$250,000 Aggregate \$250,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

CERTIFICATE HOLDER Cheboygan County Mary Ellen Tryban, Clerk 870 Main Street Cheboygan, MI 49721	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE Eric Moore/CYNDI	
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PROFESSIONAL SERVICES AGREEMENT

This AGREEMENT made as of January 1, 2017 between the Cheboygan County Board of Commissioners, 870 S. Main St., Cheboygan, MI 49721, OWNER, and ECKER SURVEYING INC., 9597 N. STRAITS HWY., CHEBOYGAN, MI 49721, MONUMENTATION SURVEYOR.

SECTION 1 - ASSIGNMENT

1.1 OWNER engages the MONUMENTATION SURVEYOR to perform professional services in accordance with the State Survey and Remonumentation Act, Act 345, PA 1990, the Administrative Rules, other regulations promulgated by the Survey and Remonumentation Section, Department of Licensing and Regulatory Affairs and the Cheboygan County Model Plan.

1.2 MONUMENTATION SURVEYOR will not undertake any work on the ASSIGNMENT until this AGREEMENT is executed by OWNER and a copy of the AGREEMENT is returned to the MONUMENTATION SURVEYOR unless authorized by OWNER as outlined in Section 4.1.

SECTION 2 - BASIC SERVICES

2.1 MONUMENTATION SURVEYOR shall complete the ASSIGNMENT under the following terms and conditions:

- 2.1.1 Shall undertake the ASSIGNMENT with completeness, thoroughness and standard of practice for Cheboygan County
- 2.1.2 Shall perform all services in accordance with applicable laws, regulations and other requirements pertaining to the ASSIGNMENT.
- 2.1.3 Shall provide copies of all materials on the corners assigned, to be presented to each member of the Peer Group and to the County Surveyor, at least one week prior to the Peer Group meeting at which the ASSIGNMENT will be presented.
- 2.1.4 Upon review and concurrence of the Peer Group with the MONUMENTATION SURVEYOR'S presentation, analysis and conclusions, furnish an original Land Corner Recordation form, or forms as appropriate, according to the schedule in Exhibit A, to the County Surveyor together with the appropriate fees for recording.
- 2.1.5 Shall furnish one complete set of documents for each corner monumented to the County Surveyor to be placed in the permanent files maintained at the Register of Deeds office.

SECTION 3 - OWNER'S RESPONSIBILITIES

3.1 OWNER will provide:

- 3.1.1 Criteria and information made available from the State Survey and Remonumentation Section.
- 3.1.2 Access to and copies of documentation, at usual County fee charges, pertinent to the Assignment.

SECTION 4 - PERIOD OF SERVICE

4.1 OWNER has authorized MONUMENTATION SURVEYOR to start performing services and incurring allowable costs upon receipt of a fully executed copy of this Agreement unless otherwise agreed to by OWNER.

4.2 Completion of the ASSIGNMENT shall be in accordance with the schedule outlined in Exhibit A attached hereto and incorporated herein by reference.

SECTION 5 - PAYMENT

5.1 OWNER will pay MONUMENTATION SURVEYOR for completion of the ASSIGNMENT as outlined in Exhibit A.

5.2 OWNER will release payment to MONUMENTATION SURVEYOR within 45 days after receipt of funds from the State.

5.3 MONUMENTATION SURVEYOR will submit pay requests to the County Grant Administrator detailing the work completed and for which payment is being requested.

5.4 If OWNER fails to make any payment to MONUMENTATION SURVEYOR within the time specified in this Section, the OWNER shall pay a service charge to the MONUMENTATION SURVEYOR of 1% per month or portion thereof commencing on the 46th day on the amount unpaid as defined in Section 5.2.

SECTION 6 - INSURANCE AND IDEMNIFICATION

6.1 Throughout the term of this AGREEMENT, MONUMENTATION SURVEYOR shall have in effect the following insurances in the minimum amounts stated with copies attached to this AGREEMENT:

6.1.1 Public Liability/Property Damage	\$500,000
Automobile	\$300,000
Workman's Compensation	as required by law
Equipment	\$50,000
Professional Liability Insurance	Min. \$150,000

6.2 Copies of insurance certificates, excluding Professional Liability Insurance, shall include a requirement that the County be named as an Additional Insured and shall provide that the policies cannot be terminated, canceled or substantially altered without thirty(30) days written notice to the County.

6.3 Cancellation of any of the insurances listed in Section 6.1.1 shall be cause for suspension of this AGREEMENT and if the insurance(s) are not renewed, with copies furnished to the Remonumentation Grant Administrator, within 30 days after date of insurance(s) termination or cancellation, it shall be cause for termination of this AGREEMENT with forfeiture of any payments to MONUMENTATION SURVEYOR.

6.4 MONUMENTATION SURVEYOR, upon execution of this AGREEMENT, agrees to allow free access to and copies of any information that they may have to other MONUMENTATION SURVEYORS working on Remonumentation in Cheboygan County.

6.5 OWNER and REMONUMENTATION SURVEYOR, and the respective partners, successors, executors, administrators, assigns and legal representatives of each are bound by the AGREEMENT to the other party of this AGREEMENT and to the parties, successors, administrators, assigns and legal representatives of such other party in respect of all covenants, agreements and obligations of this AGREEMENT.

6.6 This Professional Service Agreement is and shall be deemed an INDEPENDENT CONTRACT. In such regard, any and all employees hired by MONUMENTATION SURVEYOR shall be deemed employees of MONUMENTATION SURVEYOR and not of the County.

6.7 OWNER agrees to a total limit of liability, in the aggregate, of MONUMENTATION SURVEYOR and their Officers, Directors, partners, employees, agents and MONUMENTATION SURVEYOR'S consultants, and any of them, to OWNER and anyone claiming by, through or under OWNER, for any and all claims, losses, costs or damages whatsoever arising out of, resulting from or including, but not limited to, the negligence, professional errors or omissions. Strict liability or breach of contract or warranty express or implied by MONUMENTATION SURVEYOR and their Officers, Directors, partners, employees, agents and MONUMENTATION SURVEYOR'S consultants or any one of them shall not exceed \$100,000 under this Agreement.

6.8 OWNER agrees to indemnify and hold harmless and defend MONUMENTATION SURVEYOR from any claims, liabilities, losses, damage or legal costs or expense resulting from negligence, professional errors or omissions or any other actions caused solely by acts of the OWNER.

6.9 MONUMENTATION SURVEYOR agrees to indemnify, hold harmless and defend OWNER from any claims, liabilities, losses, damage or legal costs or expenses resulting from negligence, professional errors or omissions or any other actions caused solely by acts of the MONUMENTATION SURVEYOR.

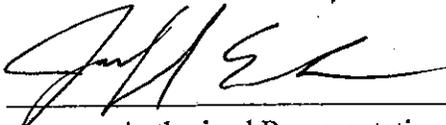
This AGREEMENT consisting of four (4) pages and Exhibit A consisting of one (1) page constitutes the entire AGREEMENT between OWNER and MONUMENTATION SURVEYOR and supersedes all written or oral understandings between them. The AGREEMENT and Exhibit A may only be amended, supplemented, modified or canceled by a duly executed, written instrument.

In witness whereof, the parties hereto have made and executed this AGREEMENT as of the day and year first written above.

OWNER, Cheboygan County

MONUMENTATION SURVEYOR
Ecker Surveying Incorporated

Chairman, Board of Commissioners



Authorized Representative

Date: _____

Date: 12/20/2016

**EXHIBIT A TO PROFESSIONAL SERVICES AGREEMENT
BETWEEN CHEBOYGAN COUNTY AND
ECKER SURVEYING INCORPORATED
Dated January 1, 2017**

ASSIGNMENT

1. Perform research, field investigations, uncover or locate corner evidence, witnesses (find or establish), assemble all information and provide copies for Peer Group review and attend Peer Group meetings.
2. Establish latitude and longitude positions utilizing Rapid Static procedure with a minimum data collection time of 30 minutes at each Remon corner. Latitude and Longitude values must be recorded to a minimum accuracy of 0.00001" of arc. Coordinates must be obtained:
 - a) directly from a Continuously Operating Reference Station (CORS),
 - b) from supplemental control established from CORS, or
 - c) from supplemental control established from other NGS horizontal control stations
3. The following information must be published on the Land Corner Recordation Certificates (LCRC):
 - Latitude 00 00' 00.00000"
 - Longitude 00 00' 00.00000"
 - Estimated Reputability/Accuracy 0.01" of arc
 - Datum and Adjustment Year: Epoch Date: DD-MMM-YYYY
 - Date of Observation: DD-MMM-YYYY
 - Method of Survey: narrative explanation

PERIOD OF SERVICE

Complete corner research and review data at Peer Group meeting on March 14, 2017

Complete field investigation and final report and review data at Peer Group meeting on September 12, 2017

Set corner monument, prepare LCRC and submit to County Surveyor by November 14, 2016

PAYMENT

For each corner researched, presented and reviewed by Peer Group\$500

For each corner field investigated, presented and reviewed, and

concurrence with MON. SURVEYOR, by Peer Group.....\$750

Setting of corner monument, preparation and submittal of

LCRC forms, with recording fee, to County Surveyor.....\$ 53.45

CORNERS ASSIGNED

T38N R3W C08, C10, C12, H07, I07, J07, K07, L07, L09, L11

Research	10 @ \$500 =	\$ 5,000
Monumentation	10 @ \$750 =	\$ 7,500
LCRC	10 @ \$53.45 =	<u>\$ 534.50</u>
		\$ 13,034.50



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
12/20/2016

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

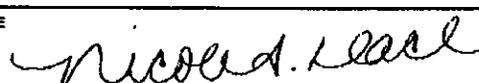
PRODUCER Burns & Eustice Insurance Agency PO Box 160 Onaway MI 49765	CONTACT NAME: Anthony Eustice
	PHONE (A/C, No, Ext): 231-627-5679 FAX (A/C, No): 231-627-3525
	E-MAIL ADDRESS: teustice@burns-eustice.com
	INSURER(S) AFFORDING COVERAGE
INSURED Ecker Surveying 9597 N. Straits Hwy. Cheboygan MI 47921	INSURER A: Home-Owners Insurance Co NAIC # 26638
	INSURER B: Auto Owners NAIC # 18988
	INSURER C: Liberty Mutual NAIC # 33600
	INSURER D: Lloyds of London
	INSURER E:
	INSURER F:

COVERAGES CERTIFICATE NUMBER: 20161220154611131 REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:	Y	N	33434270	03/19/2016	03/19/2017	EACH OCCURRENCE \$ 1,000,000
	DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 300,000						
B	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY	N	N	4943427000	01/22/2017	01/22/2018	COMBINED SINGLE LIMIT (Ea accident) \$
	BODILY INJURY (Per person) \$ 500,000						
C	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	N/A	N	WC5-34S-543383-015	11/12/2016	11/12/2017	PER STATUTE
	E.L. EACH ACCIDENT \$ 100,000						
D	Professional Liability	N	N	14929	03/19/2016	03/19/2017	E.L. DISEASE - EA EMPLOYEE \$ 100,000
							E.L. DISEASE - POLICY LIMIT \$ 500,000
							\$1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

CERTIFICATE HOLDER Cheboygan County Board of Commissioners c/o Judy Arnold, Chief Deputy Register 870 S Main Street Cheboygan MI 49721	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE 

PEER GROUP SERVICES AGREEMENT

This AGREEMENT made as of January 1, 2017 between the Cheboygan County, a Michigan political subdivision, 870 S. Main St., Cheboygan, MI 49721, OWNER, and Jeff Ecker, 9597 N. Straits Hwy., Cheboygan, MI 49721, PEER GROUP SURVEYOR.

SECTION 1 - ASSIGNMENT

1.1 OWNER engages PEER GROUP SURVEYOR to perform Peer Group services in accordance with the State Survey and Remonumentation Act, Act 345, PA1990, the Administrative Rules and other regulations promulgated by the Survey and Remonumentation Section, Department of Licensing and Regulatory Affairs and the Cheboygan County Model Plan.

SECTION 2 - BASIC SERVICES

2.1 PEER GROUP SURVEYOR shall complete the ASSIGNMENT under the following terms and conditions:

2.1.1 Shall review all materials presented by Monumentation Surveyor(s) and prepare comments in advance for the Peer Group meeting

2.1.2 Attend Peer Group meetings on the scheduled date at the time and place as established by the County Surveyor

2.1.3 Shall render impartial analysis of corners presented by Monumentation Surveyor(s)

2.1.4 Shall reveal any conflicts of interest before voting on any corner for concurrence with Monumentation Surveyor's recommendations and abstain from voting

2.1.5 If PEER GROUP SURVEYOR is also a Monumentation Surveyor, they shall perform all PEER GROUP SURVEYOR duties except they shall abstain from voting on their own corner recommendations

2.1.6 PEER GROUP SURVEYOR shall be a licensed Professional Surveyor in the State of Michigan and shall maintain said license during the period of this AGREEMENT. Failure to maintain an active license shall terminate this AGREEMENT on the date the license is suspended, revoked or otherwise not in effect

SECTION 3 - PERIOD OF SERVICE

3.1 The period of this AGREEMENT is for one calendar year commencing on January 1 and ending on December 31 for the year stated above.

3.2 The Peer Group will normally meet two (2) times a year. However, additional meetings may be called as determined by the County Surveyor.

SECTION 4 - COMPENSATION

4.1 The PEER GROUP SURVEYOR shall be compensated only for attendance at each Peer Group meeting.

4.2 Compensation per meeting attended shall be set by the County.

4.3 PEER GROUP SURVEYOR shall execute the appropriate County pay request form and submit the form to the County Grant Administrator in order to have compensation processed and paid.

4.4 If follow-up review of any Monumentation Surveyor's corner(s) is required and is resolved by FAX, e-mail or phone, this does not constitute a meeting for compensation.

SECTION 5 - GENERAL

5.1 This PEER GROUP SERVICES AGREEMENT is and shall be deemed an INDEPENDENT CONTRACT. In such regard, the Peer Group Surveyor and any and all employees hired by them shall not be nor shall not represent themselves as County employees. The OWNER shall not be responsible for any federal or state income tax withholdings nor for providing worker's compensation insurance coverage to Peer Group Surveyor.

5.2 Either party may terminate this Agreement by giving to the other party thirty (30) days written notice of intent to terminate the Agreement. In the event of termination, Peer Group Surveyor shall be compensated under the terms of this Agreement for all services rendered to the date of termination. Written notice shall be sent by certified mail, return receipt requested, to the address in this Agreement.

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

5.4 This Agreement contains the entire Agreement of the parties hereto and supersedes all prior agreements and understandings, oral or written, if any, between the parties. This Agreement may be amended only by the mutual written consent of both parties documented in writing with signatures and date.

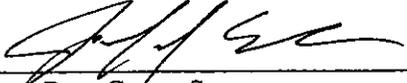
5.5 The invalidity or unenforceability of any provision of this Agreement shall not affect the other provisions and this Agreement shall be construed as if such invalid or unenforceable provision were omitted.

This AGREEMENT consisting of two (2) pages constitutes the entire AGREEMENT between OWNER and PEER GROUP SURVEYOR. This AGREEMENT may only be amended, supplemented, modified or canceled by a duly executed, written instrument.

OWNER, Cheboygan County

PEER GROUP SURVEYOR
Jeff Ecker

Chairperson, Board of Commissioners



Peer Group Surveyor

Date _____

Date 12/20/2016

PEER GROUP SERVICES AGREEMENT

This AGREEMENT made as of January 1, 2017 between the Cheboygan County, a Michigan political subdivision, 870 S. Main St., Cheboygan, MI 49721, OWNER, and Brian Fullford, 5097 S. Straits Hwy., Indian River, MI 49709, PEER GROUP SURVEYOR.

SECTION 1 - ASSIGNMENT

1.1 OWNER engages the PEER GROUP SURVEYOR to perform Peer Group services in accordance with the State Survey and Remonumentation Act, Act 345, PA1990, the Administrative Rules and other regulations promulgated by the Survey and Remonumentation Section, Department of Licensing and Regulatory Affairs and the Cheboygan County Model Plan.

SECTION 2 - BASIC SERVICES

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2.1.3 Shall render impartial analysis of corners presented by Monumentation Surveyor(s)

2.1.4 Shall reveal any conflicts of interest before voting on any corner for concurrence with Monumentation Surveyor's recommendations and abstain from voting

2.1.5 If PEER GROUP SURVEYOR is also a Monumentation Surveyor, they shall perform all PEER GROUP SURVEYOR duties except they shall abstain from voting on their own corner recommendations

2.1.6 PEER GROUP SURVEYOR shall be a licensed Professional Surveyor in the State of Michigan and shall maintain said license during the period of this AGREEMENT. Failure to maintain an active license shall terminate this AGREEMENT on the date the license is suspended, revoked or otherwise not in effect

SECTION 3 - PERIOD OF SERVICE

3.1 The period of this AGREEMENT is for one calendar year commencing on January 1 and ending on December 31 for the year stated above.

3.2 The Peer Group will normally meet two (2) times a year. However, additional meetings may be called as determined by the County Surveyor.

SECTION 4 - COMPENSATION

4.1 The PEER GROUP SURVEYOR shall be compensated only for attendance at each Peer Group meeting.

4.2 Compensation per meeting attended shall be set by the County.

4.3 PEER GROUP SURVEYOR shall execute the appropriate County pay request form and submit the form to the County Grant Administrator in order to have compensation processed and paid.

4.4 If follow-up review of any Monumentation Surveyor's corner(s) is required and is resolved by FAX, e-mail or phone, this does not constitute a meeting for compensation.

SECTION 5 - GENERAL

5.1 This PEER GROUP SERVICES AGREEMENT is and shall be deemed an INDEPENDENT CONTRACT. In such regard, the Peer Group Surveyor and any and all employees hired by them shall not be nor shall not represent themselves as County employees. The OWNER shall not be responsible for any federal or state income tax withholdings nor for providing worker's compensation insurance coverage to Peer Group Surveyor.

5.2 Either party may terminate this Agreement by giving to the other party thirty (30) days written notice of intent to terminate the Agreement. In the event of termination, Peer Group Surveyor shall be compensated under the terms of this Agreement for all services rendered to the date of termination. Written notice shall be sent by certified mail, return receipt requested, to the address in this Agreement.

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

5.4 This Agreement contains the entire Agreement of the parties hereto and supersedes all prior agreements and understandings, oral or written, if any, between the parties. This Agreement may be amended only by the mutual written consent of both parties documented in writing with signatures and date.

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

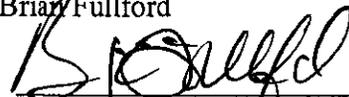
This AGREEMENT consisting of two (2) pages constitutes the entire AGREEMENT between OWNER and PEER GROUP SURVEYOR. This AGREEMENT may only be amended, supplemented, modified or canceled by a duly executed, written instrument.

OWNER, Cheboygan County

PEER GROUP SURVEYOR

Brian Fullford

Chairperson, Board of Commissioners



Peer Group Surveyor

Date _____

Date 12/16/16

PEER GROUP SERVICES AGREEMENT

This AGREEMENT made as of January 1, 2017 between the Cheboygan County, a Michigan political subdivision, 870 S. Main St., Cheboygan, MI 49721, OWNER, and Alan Granger, 224 S. Main Street, Cheboygan, MI ,49721, PEER GROUP SURVEYOR.

SECTION 1 - ASSIGNMENT

1.1 OWNER engages the PEER GROUP SURVEYOR to perform Peer Group services in accordance with the State Survey and Remonumentation Act, Act 345, PA1990, the Administrative Rules and other regulations promulgated by the Survey and Remonumentation Section, Department of Licensing and Regulatory Affairs and the Cheboygan County Model Plan.

SECTION 2 - BASIC SERVICES

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SECTION 3 - PERIOD OF SERVICE

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4.4 If follow-up review of any Monumentation Surveyor's corner(s) is required and is resolved by FAX, e-mail or phone, this does not constitute a meeting for compensation.

SECTION 5 - GENERAL

5.1 This PEER GROUP SERVICES AGREEMENT is and shall be deemed an INDEPENDENT CONTRACT. In such regard, the Peer Group Surveyor and any and all employees hired by them shall not be nor shall not represent themselves as County employees. The OWNER shall not be responsible for any federal or state income tax withholdings nor for providing worker's compensation insurance coverage to Peer Group Surveyor.

5.2 Either party may terminate this Agreement by giving to the other party thirty (30) days written notice of intent to terminate the Agreement. In the event of termination, Peer Group Surveyor shall be compensated under the terms of this Agreement for all services rendered to the date of termination. Written notice shall be sent by certified mail, return receipt requested, to the address in this Agreement.

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

5.4 This Agreement contains the entire Agreement of the parties hereto and supersedes all prior agreements and understandings, oral or written, if any, between the parties. This Agreement may be amended only by mutual written consent of both parties documented in writing with signatures and date.

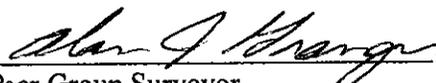
5.5 The invalidity or unenforceability of any provision of this Agreement shall not affect the other provisions and this Agreement shall be construed as if such invalid or unenforceable provision were omitted.

This AGREEMENT consisting of two (2) pages constitutes the entire AGREEMENT between OWNER and PEER GROUP SURVEYOR. This AGREEMENT may only be amended, supplemented, modified or canceled by a duly executed, written instrument.

OWNER, Cheboygan County

PEER GROUP SURVEYOR
Alan Granger

Chairperson, Board of Commissioners


Peer Group Surveyor

Date _____

Date 12/6/16

PEER GROUP SERVICES AGREEMENT

This AGREEMENT made as of January 1, 2017 between the Cheboygan County, a Michigan political subdivision, 870 S. Main St., Cheboygan, MI 49721, OWNER, and Carl Kiiskila, 1732 W. M-32, Gaylord, MI 49735, PEER GROUP SURVEYOR.

SECTION 1 - ASSIGNMENT

1.1 OWNER engages the PEER GROUP SURVEYOR to perform Peer Group services in accordance with the State Survey and Remonumentation Act, Act 345, PA1990, the Administrative Rules and other regulations promulgated by the Survey and Remonumentation Section, Department of Licensing and Regulatory Affairs and the Cheboygan County Model Plan.

SECTION 2 - BASIC SERVICES

2.1 PEER GROUP SURVEYOR shall complete the ASSIGNMENT under the following terms and conditions:

2.1.1 Shall review all materials presented by Monumentation Surveyor(s) and prepare comments in advance for the Peer Group meeting

2.1.2 Attend Peer Group meetings on the scheduled date at the time and place as established by the County Surveyor

2.1.3 Shall render impartial analysis of corners presented by Monumentation Surveyor(s)

2.1.4 Shall reveal any conflicts of interest before voting on any corner for concurrence with Monumentation Surveyor's recommendations and abstain from voting

2.1.5 If PEER GROUP SURVEYOR is also a Monumentation Surveyor, they shall perform all PEER GROUP SURVEYOR duties except they shall abstain from voting on their own corner recommendations

2.1.6 PEER GROUP SURVEYOR shall be a licensed Professional Surveyor in the State of Michigan and shall maintain said license during the period of this AGREEMENT. Failure to maintain an active license shall terminate this AGREEMENT on the date the license is suspended, revoked or otherwise not in effect

SECTION 3 - PERIOD OF SERVICE

3.1 The period of this AGREEMENT is for one calendar year commencing on January 1 and ending on December 31 for the year stated above.

3.2 The Peer Group will normally meet two (2) times a year. However, additional meetings may be called as determined by the County Surveyor.

SECTION 4 - COMPENSATION

4.1 The PEER GROUP SURVEYOR shall be compensated only for attendance at each Peer Group meeting.

4.2 Compensation per meeting attended shall be set by the County.

4.3 PEER GROUP SURVEYOR shall execute the appropriate County pay request form and submit the form to the County Grant Administrator in order to have compensation processed and paid.

4.4 If follow-up review of any Monumentation Surveyor's corner(s) is required and is resolved by FAX, e-mail or phone, this does not constitute a meeting for compensation.

SECTION 5 - GENERAL

5.1 This PEER GROUP SERVICES AGREEMENT is and shall be deemed an INDEPENDENT CONTRACT. In such regard, the Peer Group Surveyor and any and all employees hired by them shall not be nor shall not represent themselves as County employees. The OWNER shall not be responsible for any federal or state income tax withholdings nor for providing worker's compensation insurance coverage to Peer Group Surveyor.

5.2 Either party may terminate this Agreement by giving to the other party thirty (30) days written notice of intent to terminate the Agreement. In the event of termination, Peer Group Surveyor shall be compensated under the terms of this Agreement for all services rendered to the date of termination. Written notice shall be sent by certified mail, return receipt requested, to the address in this Agreement.

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

5.4 This Agreement contains the entire Agreement of the parties hereto and supersedes all prior agreements and understandings, oral or written, if any, between the parties. This Agreement may be amended only by mutual written consent of both parties documented in writing with signatures and date.

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

This AGREEMENT consisting of two (2) pages constitutes the entire AGREEMENT between OWNER and PEER GROUP SURVEYOR. This AGREEMENT may only be amended, supplemented, modified or canceled by a duly executed, written instrument.

OWNER, Cheboygan County

PEER GROUP SURVEYOR

Carl Kiiskila

Carl T Kiiskila

Chairperson, Board of Commissioners

Peer Group Surveyor

Date _____

Date 12-16-16

PEER GROUP SERVICES AGREEMENT

This AGREEMENT made as of January 1, 2017 between the Cheboygan County, a Michigan political subdivision, 870 S. Main St., Cheboygan, MI 49721, OWNER, and Ronald Brand, 533 Greenfield Dr., Gaylord, MI 49735, PEER GROUP SURVEYOR.

SECTION 1 - ASSIGNMENT

1.1 OWNER engages the PEER GROUP SURVEYOR to perform Peer Group services in accordance with the State Survey and Remonumentation Act, Act 345, PA1990, the Administrative Rules and other regulations promulgated by the Survey and Remonumentation Section, Department of Licensing and Regulatory Affairs and the Cheboygan County Model Plan.

SECTION 2 - BASIC SERVICES

2.1 PEER GROUP SURVEYOR shall complete the ASSIGNMENT under the following terms and conditions:

- 2.1.1 Shall review all materials presented by Monumentation Surveyor(s) and prepare comments in advance for the Peer Group meeting
- 2.1.2 Attend Peer Group meetings on the scheduled date at the time and place as established by the County Surveyor
- 2.1.3 Shall render impartial analysis of corners presented by Monumentation Surveyor(s)
- 2.1.4 Shall reveal any conflicts of interest before voting on any corner for concurrence with Monumentation Surveyor's recommendations and abstain from voting
- 2.1.5 If PEER GROUP SURVEYOR is also a Monumentation Surveyor, they shall perform all PEER GROUP SURVEYOR duties except they shall abstain from voting on their own corner recommendations
- 2.1.6 PEER GROUP SURVEYOR shall be a licensed Professional Surveyor in the State of Michigan and shall maintain said license during the period of this AGREEMENT. Failure to maintain an active license shall terminate this AGREEMENT on the date the license is suspended, revoked or otherwise not in effect

SECTION 3 - PERIOD OF SERVICE

3.1 The period of this AGREEMENT is for one calendar year commencing on January 1 and ending on December 31 for the year stated above.

3.2 The Peer Group will normally meet two (2) times a year. However, additional meetings may be called as determined by the County Surveyor.

SECTION 4 - COMPENSATION

4.1 The PEER GROUP SURVEYOR shall be compensated only for attendance at each Peer Group meeting.

4.2 Compensation per meeting attended shall be set by the County.

4.3 PEER GROUP SURVEYOR shall execute the appropriate County pay request form and submit the form to the County Grant Administrator in order to have compensation processed and paid.

4.4 If follow-up review of any Monumentation Surveyor's corner(s) is required and is resolved by FAX, e-mail or phone, this does not constitute a meeting for compensation.

SECTION 5 - GENERAL

5.1 This PEER GROUP SERVICES AGREEMENT is and shall be deemed an INDEPENDENT CONTRACT. In such regard, the Peer Group Surveyor and any and all employees hired by them shall not be nor shall not represent themselves as County employees. The OWNER shall not be responsible for any federal or state income tax withholdings nor for providing worker's compensation insurance coverage to Peer Group Surveyor.

5.2 Either party may terminate this Agreement by giving to the other party thirty (30) days written notice of intent to terminate the Agreement. In the event of termination, Peer Group Surveyor shall be compensated under the terms of this Agreement for all services rendered to the date of termination. Written notice shall be sent by certified mail, return receipt requested, to the address in this Agreement.

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

5.4 This Agreement contains the entire Agreement of the parties hereto and supersedes all prior agreements and understandings, oral or written, if any, between the parties. This Agreement may be amended only by the mutual written consent of both parties documented in writing with signatures and date.

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

This AGREEMENT consisting of two (2) pages constitutes the entire AGREEMENT between OWNER and PEER GROUP SURVEYOR. This AGREEMENT may only be amended, supplemented, modified or canceled by a duly executed, written instrument.

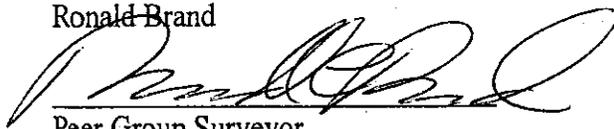
OWNER, Cheboygan County

Chairperson, Board of Commissioners

Date _____

PEER GROUP SURVEYOR

Ronald Brand


Peer Group Surveyor

Date 12/12/2016

ADMINISTRATIVE STAFF SERVICES AGREEMENT

This AGREEMENT made as of January 1, 2017 between Cheboygan County, a Michigan political subdivision, 870 S. Main St., Cheboygan, MI 49721, OWNER, and Granger & Associates, Inc., 224 S. Main Street, Cheboygan, MI 49721, ADMINISTRATIVE STAFF.

SECTION - 1

1.1 OWNER engages the services of ADMINISTRATIVE STAFF to perform services outlined in Section 2 in accordance with the State Survey and Remonumentation Act, Act 345, PA 1990, as amended, administrative rules and other regulations promulgated by the Survey and Remonumentation Section, Department of Licensing and Regulatory Affairs and the Cheboygan County model plan.

SECTION - 2 BASIC SERVICES

2.1 ADMINISTRATIVE STAFF shall provide the following services to complete the ASSIGNMENT:

- 2.1.1 Assist Grant Administrator with the annual grant application
- 2.1.2 Assist Grant Administrator with work scope fee structure
- 2.1.3 Assist Grant Administrator with overseeing monumentation surveyors in the performance of their responsibilities
- 2.1.4 Assist County Surveyor with written communications to OLSR
- 2.1.5 Assist County Surveyor with written communications to other agencies relative to their projects which may temporarily, or permanently, impact PLSS corners
- 2.1.6 Assist County Surveyor with documentation and communications of appointing Peer Group members
- 2.1.7 Assist County Surveyor with planning and written communications to peer group members
- 2.1.8 Assist County Surveyor with maintaining filing system for PLSS corner dossiers
- 2.1.9 Assist County Surveyor with developing work program documentation for the yearly grant application
- 2.1.10 Assist County Surveyor with other administrative services as requested

SECTION - 3 PERIOD OF SERVICE

3.1 The period of this AGREEMENT is for one calender year commencing on January 1 and ending on December 31

SECTION - 4 COMPENSATION

4.1 Compensation shall be \$3,900 annually payable by specific requests per Section 4.2

4.2 Appropriate pay requests shall be submitted to the County Grant Administrator to be processed and paid

SECTION - 5 GENERAL

5.1 This ADMINISTRATIVE STAFF SERVICES AGREEMENT is and shall be deemed an

INDEPENDENT CONTRACT. In such regard, any and all employees hired under this AGREEMENT shall not be nor shall not represent themselves as County employees. The OWNER shall not be responsible for any federal or state income tax withholdings nor for providing worker's compensation insurance coverage.

- 5.2 Either party may terminate this AGREEMENT by giving to the other party thirty (30) days written notice of intent to terminate the Agreement. In the event of termination, ADMINISTRATIVE STAFF shall be compensated under the terms of this Agreement for all services to the date of termination. Written notice shall be sent by certified mail, return receipt requested, to the address in this Agreement.
- 5.3 The parties agree that the validity, construction, enforcement and interpretation of this Agreement shall be governed by the laws of the State of Michigan.
- 5.4 This Agreement contains the entire Agreement of the parties hereto and supersedes all prior agreements and understandings, oral or written, if any, between the parties. This Agreement may be amended only by the mutual written consent of both parties documented in writing with signatures and date.
- 5.5 The invalidity or unenforceability of any provision of this Agreement shall not affect the other provisions and this Agreement shall be construed as if such invalid or unenforceable provision were omitted.

This AGREEMENT consisting of two (2) pages constitutes the entire AGREEMENT between OWNER and ADMINISTRATIVE STAFF. This AGREEMENT may only be amended, supplemented, modified or canceled by a duly executed, written instrument.

OWNER, Cheboygan County

ADMINISTRATIVE STAFF

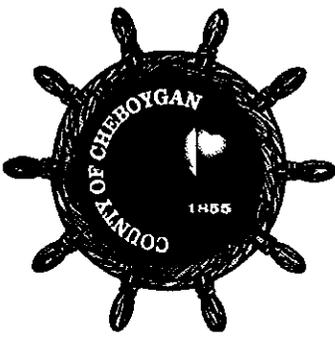
Chairperson, Board of Commissioners



Authorized Representative

Date _____

Date 12-20-16



Cheboygan County Board of Commissioners' Meeting

January 10, 2017

Title: 2017 Salary & Wage Resolution - Non-Union General Employees #16-021 – Amendment #1	
Summary: <p>Over the years, a long-time bus aide had transitioned to performing all office and dispatch responsibilities. This employee retired at the end of 2016. This created a vacancy in a wage and salary classification below what management believes to be adequate compensation for the currently assigned responsibilities. Management is requesting a new classification of part-time office with a pay scale matching that of the most recently hired bus aide. The first day this position will be available for filling will be January 25, 2017.</p>	
Financial Impact: <p>Currently expected to stay within the existing budget due to the vacancy in this position that exists.</p>	
Recommendation: <p>Adopt Amendment #1 to the 2017 Salary and Wage Resolution – Non-Union General Employee #16-021 to be effective January 25, 2017 and authorize the Chair to sign.</p>	
Prepared by: Kari Kortz	Department: Finance

Amendment #1 2017 Salary and Wage Resolution
 Non-Union General Employees
 Approved 16-021 on October 11, 2016

	<i>Number of Positions</i>	<i>Hours per Work Week</i>	<i>Hours per Year</i>	<i>2017 Salary or Hourly Rate</i>	<i>2017 Increase %</i>	<i>2017 Increase \$</i>	<i>2017 Salary or Hourly Rate</i>
STRAITS REGIONAL RIDE							
Transportation Manager	1	Salary	Salary	53,166.76	0.00%	-	53,166.76
Administrative Support	1	Hours Vary	Hours Vary	16.87	0.00%	-	16.87
Senior Driver	4	40	2080	15.09	0.00%	-	15.09
Full-Time Swing	1	40	2080	14.21	0.00%	-	14.21
Full-Time Driver	1	40	2080	13.94	0.00%	-	13.94
Part-Time Driver	Number Varies	Hours Vary	Hours Vary	12.12	0.00%	-	12.12
Part-Time Office	1	Hours Vary	Hours Vary		New Classification		11.00
Youth Transport Monitor (SAYPA Route)	1-2	20-29	1228	11.00	0.00%	-	11.00
Bus Aide	0	Hours Vary	Hours Vary	10.29		Position Eliminated	
Bus Aide	1	Hours Vary	Hours Vary	9.49	0.00%	-	9.49
On-Call	NA	NA	NA	5,305.39	0.00%	-	5,305.39
Over-Time	NA	NA	NA	3,441.85	0.00%	-	3,441.85

Adopted by the Cheboygan County Commissioners on the following date to be effective January 25, 2017.

Signed by: _____
 Anthony Matelski, Chairperson

Date Signed: _____