



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 8, 2019

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. 2019 Attorney Contract for Delinquency and Child Protection Proceedings
 - D. Correspondence
 1. Bay County Resolution for Governor Snyder
 2. Kalkaska County Resolution Opposing SB 396
 3. Wexford County Resolution Opposing SB 1031
 - E. Minutes:
 1. Finance/Business Meeting 12/11/18 & Organizational Meeting 1/2/19
 2. NCCMH – 11/15/18
 3. City Council Meetings – 11/27/18
 4. Health Board Meeting - 11/20/18
 5. County Road Commission – 11/21/18 & 12/6/18
 6. County Fair – 11/5/18
 7. NEMCOG – 10/18/18
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. 2019 Committee Appointments – Board of Commissioners
12. **New Business**
 - A. SRR – MDOT Contract 2017-0032/P6 – Third Party Agreement-Jorgensen Food Sales, Inc.
 - B. Civil Counsel Contract 2019-2022
 - C. County Solid Waste Management Plan Amendment - Notice of Intent
 - D. Cheboygan County Remonumentation
 1. 2019 Surveyor Agreements
 2. 2019 Peer Group Agreements
 3. 2019 Administrative Staff Agreement
 - E. Retroactive Pay – Sheriff Department Lieutenants I and II
 - F. Union Contracts: FOP (Command) 1/1/19 - 12/31/21
FOP (Non-Command) 1/1/19 – 12/31/21
 - G. Policy Revisions: 500-16 - Medical Insurance
500-19 - Vacations
300-2A - Sole Vendor Listing
 - H. Personnel Policy & Procedures Manual Amendments – Cheboygan County Courts
13. **Citizens Comments**
14. **Board Member Comments**
15. **Adjourn to the Call of the Chair**

CHEBOYGAN COUNTY FINANCE REPORT JANUARY 2019

VENDOR APPROVAL REPORT FOR CHEBOYGAN COUNTY
INVOICES TO BE PAID 1/08/19

FINANCE TOTAL \$136,847.30

PREPARED BY: DEBI KUCZYNSKI

01/03/2019 10:46 AM
User: DWALINSKY
DB: Cheboygan

INVOICE APPROVAL BY VENDOR REPORT FOR CHEBOYGAN COUNTY
POST DATES 01/08/2019 - 01/08/2019
BOTH JOURNALIZED AND UNJOURNALIZED OPEN AND PAID
BANK CODE: 2

Page: 1/1

Claimant	Amount Claimed	Amount Owed	Amount Rejected
1. BCI CONSTRUCTION LLC	108,912.75		
2. KUJAWA CONSTRUCTION	27,934.55		
TOTAL ALL CLAIMS	136,847.30		

CHEBOYGAN COUNTY PREPAIDS REPORT DECEMBER 2018

CHECK REGISTERS

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

BANK 2:

GENERAL EXPENDITURES	\$	1,134,078.18
MINUS DECEMBER FINANCE	\$	260,791.45
TOTAL PREPAIDS	\$	873,286.73

FINANCE CLAIMS FOR DECEMBER PAID ON CHECK #177419 DATED 12/11/18.
PREPARED BY: DEBI KUCZYNSKI

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
Bank 1 TRUST & AGENCY						
12/04/2018	1	66002	BEET A	ANDREW BEETHEM	PC REST# 8004404 HARMON	40.00
12/04/2018	1	66003	SOM-EDTAX	STATE OF MICHIGAN	TR CURRENT TAX COLLECTED BY COUNTY - SUM	47,324.52
12/04/2018	1	66004	SOM-EDTAX	STATE OF MICHIGAN	TR CURRENT TAX COLLECTED BY COUNTY - TRA	220.00
12/04/2018	1	66005	TREAS	CHEBOYGAN COUNTY TREASURER	TR CURRENT TAX COLLECTED BY COUNTY	45,181.92
12/05/2018	1	66006	CLERK	CHEBOYGAN COUNTY CLERK	CC REST# 18-5613-FH HOPKINSON, SANDRA -	350.00 V
12/05/2018	1	66007	CLERK	CHEBOYGAN COUNTY CLERK	CC REST# 18-5614-FH NAPIER, ANGELA - BEI	400.00 V
12/05/2018	1	66008	CLERK	CHEBOYGAN COUNTY CLERK	CC REST# 18-5629-FH WEDLEY, JENELLE - BE	1,400.00 V
12/05/2018	1	66009	CLERK	CHEBOYGAN COUNTY CLERK	CC REST# 18-5612-FH OUELLETTE, TRISHA -	250.00 V
12/05/2018	1	66010	CLERK	CHEBOYGAN COUNTY CLERK	CC REST# 18-5613-FH HOPKINSON, SANDRA -	350.00
12/05/2018	1	66011	CLERK	CHEBOYGAN COUNTY CLERK	CC REST# 18-5614-FH NAPIER, ANGELA - BEI	400.00
12/05/2018	1	66012	CLERK	CHEBOYGAN COUNTY CLERK	CC REST# 18-5629-FH WEDLEY, JENELLE - BE	1,400.00
12/05/2018	1	66013	CLERK	CHEBOYGAN COUNTY CLERK	CC REST# 18-5612-FH OUELLETTE, TRISHA -	250.00
12/05/2018	1	66014	MSP	MICHIGAN STATE POLICE	CR SEX OFFENDER REGISTER (5 REGISTRATION	150.00
12/10/2018	1	66015	BEET A	ANDREW BEETHEM	PC RESTITUTION #8004404 HARMON	40.00
12/10/2018	1	66016	CAMP O	ORITTA CAMPBELL	PC RESTITUTION #18008735 BRADLEY	13.50
12/10/2018	1	66017	SOM-EDTAX	STATE OF MICHIGAN	TR CURRENT TAX COLLECTED BY COUNTY - SUM	19,532.60
12/10/2018	1	66018	SOM-EDTAX	STATE OF MICHIGAN	TR CURRENT TAX COLLECTED BY COUNTY - TRA	18.00
12/10/2018	1	66019	TREAS	CHEBOYGAN COUNTY TREASURER	TR CURRENT TAX COLLECTED BY COUNTY	18,648.13
12/12/2018	1	66020	ELDR N	NICOLE ELDRIDGE	DC REST# 18-0427-SM BERGSTROM, MICHAEL L	130.00
12/12/2018	1	66021	FERRELL	FERRELL GAS COMPANY	DC REST# 13-0970-SD SKIDMORE, MELISSA DA	200.00
12/12/2018	1	66022	HALL JO	JOSHUA HALL	DC REST# 17-0130-FY HALL, JOSHUA	10.00
12/12/2018	1	66023	IRSC	INDIAN RIVER SPORTS CENTER	DC REST# 18-0364-FY HENRY, JONATHAN MILT	80.00
12/12/2018	1	66024	MEYE H	HARLEY MEYER	DC REST# 18-0364-FY HENRY, JONATHAN MILT	20.00
12/12/2018	1	66025	MUIA	MI UNEMPLOYMENT INS AGENCY	DC REST# 05-0565-SM STEC, CHRISTOPHER JO	75.00
12/12/2018	1	66026	QUIK	QUIK CHEK	DC REST# 16-0910-SM BOND, JUSTIN STEWART	50.00
12/12/2018	1	66027	WALMART	WALMART	DC REST# 18-0711-SM GERACI, BRIANNA LYNN	10.00
12/12/2018	1	66028	WALMART	WALMART	DC REST# 18-0178-SM PARR, ANTHONY SCOTT	27.50
12/17/2018	1	66029	ANTK J	JOSEPH ANTKOVIAK	CC REST# 02-2546-FH SOVA, DAVID	7.18
12/17/2018	1	66030	AUTO OWNER	AUTO OWNERS	CC REST# 18-5620-FH COOLBAUGH, TIMOTHY	75.60
12/17/2018	1	66031	BEDE D	DONALD BEDELL	CC REST# 18-5516-FC HOBSON, BRANDON	70.00
12/17/2018	1	66032	BORG W	WILLIAM BORGERDING	CC REST# 02-2546-FH SOVA, DAVID	7.14
12/17/2018	1	66033	BRISTOL	BRISTOL WEST INSURANCE	CC REST# 07-3625-FH MACE, THOMAS	200.00
12/17/2018	1	66034	CCHS	CHEBOYGAN COUNTY HUMANE SOCIETY	CC REST# 18-5629-FH WEDLEY, JENELLE	1,400.00
12/17/2018	1	66035	CINCI INS	CINCINNATI INSURANCE CO	CC REST# 04-2874-FH STEMPKY, BRENT	25.00
12/17/2018	1	66036	CNB	CITIZENS NATIONAL BANK	CC REST# 04-2937-FH BROWN, HEATHER	10.00
12/17/2018	1	66037	CONS J	JENNITH CONSTANTINE-PALMER	CC REST# 15-5004-FC VANDERHILL, RUSSELL	18.33
12/17/2018	1	66038	CRUS S	STEVE CRUSOE	CC REST# 12-4483-FC KNAPP JR, ALBERT	5.00
12/17/2018	1	66039	DRIE J	JOYCE CARLSON-DRIER	CC REST# 02-2546-FH SOVA, DAVID	7.14
12/17/2018	1	66040	DYKS B	BRITTANY MARSHALL	CC REST# 11-4339-FH MCELHINEY, STEVEN	10.00
12/17/2018	1	66041	ELEN V	VERNA ELENBAAS	CC REST# 02-2546-FH SOVA, DAVID	7.14
12/17/2018	1	66042	ELLI M	MARK H. ELLIOTT	CC REST# 02-2546-FH SOVA, DAVID	7.14
12/17/2018	1	66043	FARM BUR	FARM BUREAU INSURANCE	CC REST# 11-4456-FH LAVIGNE, JAN	50.00
12/17/2018	1	66044	FIND H	HEATHER FINDLAY	CC REST# 15-5004-FC VANDERHILL, RUSSELL	18.42
12/17/2018	1	66045	GOHE D	DONALD OR JEAN GOHESKI	CC REST# 13-4687-FH WOODS, SUSAN	500.00
12/17/2018	1	66046	JOHN JA	E JAMES JOHNSON	CC REST# 02-2546-FH SOVA, DAVID	7.14
12/17/2018	1	66047	JONE P	PATRICIA JONES	CC REST# 09-3952-FH JONES, WALTER	200.00
12/17/2018	1	66048	KELL D	DAVID KELLOGG	CC REST# 18-5564-FH MCQUAID, KAMRON	5.00
12/17/2018	1	66049	KRIS L	LAKSHMI KRISHNAMOORTHY	CC REST# 17-5460-FH NORRIS, CINDY	5.00
12/17/2018	1	66050	LAHA R	ROGER LAHAIE	CC REST# 02-2546-FH SOVA, DAVID	7.14
12/17/2018	1	66051	LATITUDE	LATITUDE SUBROGATION SERVICES	CC REST# 09-4108-FC CALLEAUX, DAVID	200.00
12/17/2018	1	66052	LATITUDE	LATITUDE SUBROGATION SERVICES	CC REST# 04-3006-FH LANCOUR, KEVIN	75.00
12/17/2018	1	66053	LATITUDE	LATITUDE SUBROGATION SERVICES	CC REST# 04-2958-FH NOBLE, JASON	20.00
12/17/2018	1	66054	LATITUDE	LATITUDE SUBROGATION SERVICES	CC REST# 10-4113-FC STEWARD, BEAU	100.00
12/17/2018	1	66055	LATITUDE	LATITUDE SUBROGATION SERVICES	CC REST# 10-4125-FC WILLIAMS, TONJA	200.00
12/17/2018	1	66056	LATITUDE	LATITUDE SUBROGATION SERVICES	CC REST# 17-5486-FH GRIMM, CHARLES	25.00
12/17/2018	1	66057	LEIG E	ENZO LEIGHIO	CC REST# 11-4422-FC EVANS, RICHARD	21.99
12/17/2018	1	66058	LEIG E	ENZO LEIGHIO	CC REST# 11-4339-FH MCELHINEY, STEVEN	5.00

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
12/17/2018	1	66059	MCKE K	KENNETH MCKERVEY	CC REST# 02-2546-FH SOVA, DAVID	7.14
12/17/2018	1	66060	MDHHS	STATE OF MICHIGAN	CC REST# 16-5213-FH ANTILLA, WILLIAM	10.00
12/17/2018	1	66061	MDHHS	STATE OF MICHIGAN	CC REST# 18-5613-FH HOPKINSON, SANDRA	350.00
12/17/2018	1	66062	MDHHS	STATE OF MICHIGAN	CC REST# 18-5615-FH HUNT, LEONARD	550.00
12/17/2018	1	66063	MDHHS	STATE OF MICHIGAN	CC REST# 15-5158-FH MILLBOCKER, SANDRA	100.00
12/17/2018	1	66064	MDHHS	STATE OF MICHIGAN	CC REST# 17-5489-FH MULLEN, JOHN	50.00
12/17/2018	1	66065	MDHHS	STATE OF MICHIGAN	CC REST# 18-5614-FH NAPIER, ANGELA	400.00
12/17/2018	1	66066	MOOD N	NATALIE MOODY-BROWN	CC REST# 05-3300-FH ROMINE, JOSHUA	100.00
12/17/2018	1	66067	MOOSE	MOOSE LODGE	CC REST# 12-4483-FC KNAPP JR, ALBERT	10.00
12/17/2018	1	66068	MULL N	NANCY MULLETT	CC REST# 14-4879-FH MULLETT, TARA	50.00
12/17/2018	1	66069	NEMOA	NORTHEAST MICH OSTEOPATHIC ASSOC	CC REST# 08-3779-FH JOHNSON, VICKY	200.00
12/17/2018	1	66070	NEXTDOOR	NEXT DOOR FOOD STORE	CC REST# 14-4934-FH CRAWFORD, BRANDON	75.00
12/17/2018	1	66071	PARKSIDE	PARKSIDE INN	CC REST# 11-4339-FH MCELHINEY, STEVEN	5.00
12/17/2018	1	66072	RACI D	DENNIS OR CONNIE RACINE	CC REST# 04-3023-FH KELLEY, THERESA	50.00
12/17/2018	1	66073	ROBE C	FLORENCE ROBERTS	CC REST# 02-2546-FH SOVA, DAVID	7.14
12/17/2018	1	66074	ROSE B	BRYAN ROSE	CC REST# 07-3740-FC ELLIOTT, RYAN	20.00
12/17/2018	1	66075	SANE	STRAITS AREA NARCOTICS ENF	CC REST# 16-5245-FH CONNERS, CONRAD	25.00
12/17/2018	1	66076	SANE	STRAITS AREA NARCOTICS ENF	CC REST# 18-5582-FH MARSHALL, DANIELLE	210.00
12/17/2018	1	66077	SANE	STRAITS AREA NARCOTICS ENF	CC REST# 17-5434-FH SCHOOLCRAFT, MICHAEL	100.00
12/17/2018	1	66078	SCH S	SHARON SCHALOW	CC REST# 02-2546-FH SOVA, DAVID	7.14
12/17/2018	1	66079	SLOC M	MARGO SLOCUM	CC REST# 15-5004-FC VANDERHILL, RUSSELL	18.33
12/17/2018	1	66080	SMIT C	CHARLES SMITH JR	CC REST# 02-2546-FH SOVA, DAVID	7.14
12/17/2018	1	66081	SMITH JL	JAMES OR LAURA SMITH	CC REST# 18-5564-FH MCQUAID, KAMRON	5.00
12/17/2018	1	66082	SOVA G	GERALD SOVA/SALLY VANHOORNE	CC REST# 15-5004-FC VANDERHILL, RUSSELL	18.33
12/17/2018	1	66083	SOVA RE	REBECCA SOVA	CC REST# 15-504-FC VANDERHILL, RUSSELL	18.33
12/17/2018	1	66084	SPRA R	ROBERT SPRAY	CC REST# 02-2546-FH SOVA, DAVID	7.14
12/17/2018	1	66085	SUPERIOR	SUPERIOR VENDING	CC REST# 11-4339-FH MCELHINEY, STEVEN	5.00
12/17/2018	1	66086	SWEE F	FORREST OR ALEXIS SWEET	CC REST# 18-5620-FH COOLBAUGH, TIMOTHY	400.40
12/17/2018	1	66087	SZYM E	ELIZABETH SZYMONIAK	CC REST# 15-5004-FC VANDERHILL, RUSSELL	18.33
12/17/2018	1	66088	TERR E	ECTON TERREBONNE	CC REST# 06-3534-FC POPE, ROBERT	50.00
12/17/2018	1	66089	THIG	THE HANOVER INSURANCE GROUP	CC REST# 01-2425-FH JARVIS, JEFFRY	104.88
12/17/2018	1	66090	THIG-	THE HANOVER INSURANCE GROUP	CC REST# 03-2854-FH SOUTHWELL, JUDY	100.00
12/17/2018	1	66091	VANH J	JEFFREY VANHOORNE	CC REST# 02-2546-FH SOVA, DAVID	7.14
12/17/2018	1	66092	VOFW	VETERANS OF FOREIGN WARS	CC REST# 12-4483-FC KNAPP JR, ALBERT	5.00
12/17/2018	1	66093	WALMART	WALMART	CC REST# 04-2937-FH BROWN, HEATHER	10.00
12/17/2018	1	66094	WENG R	ROBERT WENGER	CC REST# 02-2546-FH SOVA, DAVID	7.14
12/17/2018	1	66095	WERNIG	WERNIG	CC REST# 91-0683-FH HARRINGTON, ERNEST	50.00
12/17/2018	1	66096	WILL J	JOHN WILLIAMS	CC REST# 15-5001-FC MORRILL, BERNARD	40.00
12/17/2018	1	66097	AFSCME	MICHIGAN COUNCIL #25 AFSCME	PR EMPLOYEE UNION DUES DEC 2018	1,463.10
12/17/2018	1	66098	BCBSOM	BLUE CROSS BLUE SHIELD OF MICH	PR HEALTH INS 007016244 0012 JAN 2019	57.19
12/17/2018	1	66099	BCBSOM	BLUE CROSS BLUE SHIELD OF MICH	PR HEALTH INS 007016244 0025 JAN 2019	17.25
12/17/2018	1	66100	BCBSOM	BLUE CROSS BLUE SHIELD OF MICH	PR HEALTH INS 007016244 0024 JAN 2019	346.58
12/17/2018	1	66101	BCBSOM	BLUE CROSS BLUE SHIELD OF MICH	PR HEALTH INS 007016244 0001 JAN 2019	2,552.24
12/17/2018	1	66102	BCNM	BLUE CARE NETWORK OF MICHIGAN	PR HEALTH INS 00188643 C001 JAN 2019	2,401.70
12/17/2018	1	66103	BCNM	BLUE CARE NETWORK OF MICHIGAN	PR HEALTH INS 00188643 G001 JAN 2019	100,245.65
12/17/2018	1	66104	BEET A	ANDREW BEETHEM	PC RESTITUTION #8004404 HARMON	40.00
12/17/2018	1	66105	CITI	CITI STREET	PR CHEB CTY JUDGE RETIREMENT PE 12/8/18	1,115.23
12/17/2018	1	66106	DEP UNION	DEPUTY SHERIFFS' ASSOCIATION	PR SHERIFF DEPUTY UNION DUES DEC 2018	162.00
12/17/2018	1	66107	GELC	GOVERNMENTAL EMPLOYEES	PR SHERIFF DEPT UNION DUES DEC 2018	629.52
12/17/2018	1	66108	MISDU	MISDU	PR 912856424 PAUL ALLEN MORSE PAID 12/14	109.66
12/17/2018	1	66109	MISDU	MISDU	PR 913080283 DONALD D. BEDELL PAID 12/1	194.71
12/17/2018	1	66110	MISDU	MISDU	PR 910220383 2002007381 MICHAEL J FAIRCH	186.90
12/17/2018	1	66111	POLC	POLICE OFFICERS LABOR COUNCIL	PR SHERIFF UNION DUES DEC 2018	804.00
12/17/2018	1	66112	SLG	SHERMETA LAW GROUP	PR TINA M. GONSER JEWELL #15-5314-GC PAI	75.00
12/17/2018	1	66113	TREAS	CHEBOYGAN COUNTY TREASURER	TR 2018 SALE PROCEEDS OF FORECLOSED 2015	182,735.79
12/17/2018	1	66114	UN WAY	CHEBOYGAN COUNTY UNITED WAY	PR EMPLOYEE DEDUCTIONS PE 12/8/18	12.00
12/17/2018	1	66115	VANTAGE	VANTAGEPOINT TRANS AGENTS-457	PR #305959-457 DEFERRED COMPENSATION PE	186.51
12/19/2018	1	66116	ALOHA	ALOHA TOWNSHIP	TR SWAMP TAX DUE TOWNSHIP	7,216.04
12/19/2018	1	66117	BCBSOM	BLUE CROSS BLUE SHIELD OF MICH	PR HEALTH INS 007016244 0021 JAN 2019	61.74
12/19/2018	1	66118	BCBSOM	BLUE CROSS BLUE SHIELD OF MICH	PR HEALTH INS 007016244 0020 JAN 2019	12.06

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
12/19/2018	1	66119	BCBSOM	BLUE CROSS BLUE SHIELD OF MICH	PR HEALTH INS 007016244 0023 JAN 2019	3,256.36
12/19/2018	1	66120	BCBSOM	BLUE CROSS BLUE SHIELD OF MICH	PR HEALTH INS 007016244 0019 JAN 2019	37.92
12/19/2018	1	66121	BCBSOM	BLUE CROSS BLUE SHIELD OF MICH	PR HEALTH INS 007016244 0022 JAN 2019	1,166.67
12/19/2018	1	66122	BEAUGRAND	BEAUGRAND TOWNSHIP	TR SWAMP TAX DUE TOWNSHIP	7,191.10
12/19/2018	1	66123	BENTON	BENTON TOWNSHIP	TR SWAMP TAX DUE TOWNSHIP	18,251.17
12/19/2018	1	66124	BURT TWP	BURT TOWNSHIP	TR SWAMP TAX DUE TOWNSHIP	3,675.45
12/19/2018	1	66125	ELLIS	ELLIS TOWNSHIP	TR SWAMP TAX DUE TOWNSHIP	14,620.29
12/19/2018	1	66126	FOREST	FOREST TOWNSHIP	TR SWAMP TAX DUE TOWNSHIP	45,890.44
12/19/2018	1	66127	GRANT	GRANT TOWNSHIP	TR SWAMP TAX DUE TOWNSHIP	30,551.96
12/19/2018	1	66128	HEBRON	HEBRON TOWNSHIP	TR SWAMP TAX DUE TOWNSHIP	17,786.06
12/19/2018	1	66129	INVERNESS	INVERNESS TOWNSHIP	TR SWAMP TAX DUE TOWNSHIP	933.38
12/19/2018	1	66130	KOEHLER	KOEHLER TOWNSHIP	TR SWAMP TAX DUE TOWNSHIP	22,058.51
12/19/2018	1	66131	MACKINAW	MACKINAW TOWNSHIP	TR SWAMP TAX DUE TOWNSHIP	6,112.02
12/19/2018	1	66132	MENTOR	MENTOR TOWNSHIP	TR SWAMP TAX DUE TOWNSHIP	25,222.30
12/19/2018	1	66133	MULLETT	MULLETT TOWNSHIP	TR SWAMP TAX DUE TOWNSHIP	3,852.67
12/19/2018	1	66134	MUNRO	MUNRO TOWNSHIP	TR SWAMP TAX DUE TOWNSHIP	1,984.07
12/19/2018	1	66135	NUNDA	NUNDA TOWNSHIP	TR SWAMP TAX DUE TOWNSHIP	49,926.21
12/19/2018	1	66136	TREAS	CHEBOYGAN COUNTY TREASURER	TR SWAMP TAX DUE COUNTY	365,880.67
12/19/2018	1	66137	TUSCARORA	TUSCARORA TOWNSHIP	TR SWAMP TAX DUE TOWNSHIP	8,542.73
12/19/2018	1	66138	WALKER	WALKER TOWNSHIP	TR SWAMP TAX DUE TOWNSHIP	25,201.65
12/19/2018	1	66139	WAVERLY	WAVERLY TOWNSHIP	TR SWAMP TAX DUE TOWNSHIP	44,386.62
12/19/2018	1	66140	WILMOT	WILMOT TOWNSHIP	TR SWAMP TAX DUE TOWNSHIP	32,478.00
12/20/2018	1	66141	CLERK	CHEBOYGAN COUNTY CLERK	CC REST# 18-5671-FH GRONDIN, ERIK - BEIN	100.00
12/20/2018	1	66142	DEARBORN	DEARBORN NATIONAL INSURANCE	PR LTD/LIFE INSURANCE DEC 2018	3,412.59
12/20/2018	1	66143	REF-TREA	JOHN & RHONDA SMIT	TR TREASURY REVERSED PRE DENIAL 241-015-	1,136.68
12/28/2018	1	66144	CHEB	CITY OF CHEBOYGAN	DC ORDINANCE FEE DEC 2018	747.97
12/28/2018	1	66145	CHEB-DPS	CHEBOYGAN DEPT PUBLIC SAFETY	DC CONVICTED OUIL DEC 2018	1.00
12/28/2018	1	66146	MCP	MACKINAW CITY POLICE	DC OUIL ASSESSMENT DEC 2018	137.00
12/28/2018	1	66147	MDT-TRTAX	MICHIGAN DEPT OF TREASURY	RD REAL ESTATE TAX TRANSFER DEC 2018	73,256.25
12/28/2018	1	66148	SHERIFF	CHEBOYGAN COUNTY SHERIFF DEPT	DC ORDINANCE FEES DEC 2018	400.00
12/28/2018	1	66149	SOM-CC	STATE OF MICHIGAN	CC 53RD CIRCUIT COURT FILING FEES DEC 2	3,534.43
12/28/2018	1	66150	SOM-DC	STATE OF MICHIGAN	DC 89TH DISTRICT COURT FILING FEES DEC	12,237.07
12/28/2018	1	66151	SOM-NETF	STATE OF MICHIGAN	CR NOTARY EDUCATION & TRAINING FUND DEC	6.00
12/28/2018	1	66152	SOM-PC	STATE OF MICHIGAN	PC PROBATE COURT FILING FEES DEC 2018	1,368.50
12/28/2018	1	66153	SOM-PC	STATE OF MICHIGAN	PC PROBATE COURT FILING FEES DEC 2018	454.21
12/28/2018	1	66154	SOM-SURV	STATE OF MICHIGAN	RD REMON FEES OCT-DEC 2018	6,276.42
12/28/2018	1	66155	TTP	TUSCARORA TOWNSHIP POLICE	DC OUIL ASSESSMENT DEC 2018	550.00
12/28/2018	1	66156	VOM	VILLAGE OF MACKINAW	DC ORDINANCE FEE DEC 2018	238.35
12/31/2018	1	66157	BEET A	ANDREW BEETHEM	PC RESTITUTION #8004404 CHRISTOPHER HARM	40.00
12/31/2018	1	66158	CITI	CITI STREET	PR CHEB CTY JUDGE RETIREMENT PE 12/22/18	1,115.17
12/31/2018	1	66159	MISDU	MISDU	PR 910220383 2002007381 MICHAEL J FAIRCH	186.90
12/31/2018	1	66160	MISDU	MISDU	PR 912856424 PAUL ALLEN MORSE PAID 12/28	109.66
12/31/2018	1	66161	MISDU	MISDU	PR 913080283 DONALD D BEDELL PAID 12/28	194.71
12/31/2018	1	66162	REF-TREA	BOBBI BALAZOVIC	TR CASH REFUND 161-H25-000-027-00 PROPER	7.87
12/31/2018	1	66163	SLG	SHERMETA LAW GROUP	PR TINA M. GONSER JEWELL #15-5314-GC PAI	75.00
12/31/2018	1	66164	UN WAY	CHEBOYGAN COUNTY UNITED WAY	PR EMPLOYEE DEDUCTIONS PE 12/22/18	12.00
12/31/2018	1	66165	VANTAGE	VANTAGEPOINT TRANS AGENTS-457	PR #305959-457 DEFERRED COMPENSATION PE	186.51

1 TOTALS:

Total of 164 Checks:	1,278,474.52
Less 5 Void Checks:	2,407.87
Total of 159 Disbursements:	<u>1,276,066.65</u>

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
Bank 2 GENERAL FUND						
12/03/2018	2	177351	ACH	ADVANCED CORRECTIONAL HEALTHCARE	SDJ NURSE SERVICES 1212 - 12/31/18	5,365.09
12/03/2018	2	177352	BLASKOWSKI	BLASKOWSKI FEED & SEED	SD BOOTS - RENWICK	130.00
12/03/2018	2	177353	CHARTER	CHARTER COMMUNICATIONS	SDJ INMATE CABLE ACCT# 8245122670006824	115.33
12/03/2018	2	177354	DANI K	KAREN DANIEL	DHS BOARD MEETING 11/28/18	48.72
12/03/2018	2	177355	GALLS	GALLS INCORPORATED	SD UNIFORMS - SHIRTS/PANTS - WARREN	155.92
					SD UNIFORMS - SHIRTS/PANTS - DEETER	115.05
					SD UNIFORMS - SHIRTS/PANTS - HOWARD	77.96
					SD UNIFORMS - PANTS - CHARBONEAU	43.31
						<u>392.24</u>
12/03/2018	2	177356	IRM	INDIAN RIVER MARINA	SD MARINE - FUEL (USED 132.8 GALLONS PUM)	13.28
12/03/2018	2	177357	OFF DEPOT	OFFICE DEPOT	SD OFFICE SUPPLIES - EXPO MARKER, PENS,	46.53
					SD OFFICE SUPPLIES - BLACK TONER	87.36
					SD OFFICE SUPPLIES - IPAD WI-FI 128GB	410.55
						<u>544.44</u>
12/03/2018	2	177358	OMH	OTSEGO MEMORIAL HOSPITAL	SDJ MEDICAL - BOUGHNER OFFICE VISIT	100.00
12/03/2018	2	177359	OMS	OMS COMPLIANCE SERVICES INC	SRR DOT PRE-EMPLOYMENT DRUG TEST - WHALE	88.00
12/03/2018	2	177360	QCMC	QUICK CARE MEDICAL CENTER	SRR DOT PRE-EMPLOYMENT PHYSICAL - WHALEY	68.00
12/03/2018	2	177361	SAP	STRAITS AREA PRINTING	SD CARDS - LACROSS (500 CT)	46.60
12/03/2018	2	177362	SCHW J	JEAN SCHWIND	DHS BOARD MEETING 11/28/18	50.90
12/03/2018	2	177363	SPIES-SRR	SPIES AUTO PARTS & TIRE	SRR BUS# 112 - NEW REAR TIRES, MOUNTED	759.80
					SRR BUS# 309 & # 114 - NEW REAR TIRES, M	1,519.60
					SRR BUS# 609 - NEW REAR TIRES, MOUNTED	759.80
						<u>3,039.20</u>
12/03/2018	2	177364	TEBO L	LESLIE TEBO	DHS BOARD MEETING 11/28/18	40.00
12/03/2018	2	177365	ZAREMBA	ZAREMBA EQUIPMENT INC	SRR BUS# 114 - NEW GRID PRE HEATER, COLD	361.67
12/03/2018	2	177366	BARR J	JODI BARRETTE	DC REIMBURSE - SOBRIETY COURT GRADUATION	15.96
12/03/2018	2	177367	CLSSI	CHEBOYGAN LIFE SUPPORT SYSTEM	TR MONTHLY PAYMENT DEC 2018	25,817.70
12/03/2018	2	177368	EMMET CTY	EMMET COUNTY	TR MONTHLY PAYMENT DEC 2018	2,072.73
12/03/2018	2	177369	NMRE	NORTHERN MICH REGIONAL ENTITY	TR CONVENTION FACILITY FUND - REHABILITA	32,169.45
12/03/2018	2	177370	OAA	ONAWAY AREA AMBULANCE	TR MONTHLY PAYMENT DEC 2018	1,236.83
12/03/2018	2	177371	PUB DEF 3	RONALD VARGA OR WILLIAM KEOGH	FN PUBLIC DEFENDER DEC 2018	12,285.00
12/03/2018	2	177372	RAMSAY	DONALD RAMSAY	CR MEDICAL EXAMINER WAGE DEC 2018	735.44
12/03/2018	2	177373	SENIOR CIT	CHEBOYGAN COUNTY COUNCIL	TR MONTHLY PAYMENT DEC 2018	46,747.84
12/03/2018	2	177374	TREAS	CHEBOYGAN COUNTY TREASURER	TR CONVENTION FACILITY FUND - COUNTY SHA	32,169.46
12/03/2018	2	177375	TREAS	CHEBOYGAN COUNTY TREASURER	TR COST ALLOCATION FOR AMBULANCE/SENIOR	9,415.00
12/03/2018	2	177376	WASC	WAWATAM AREA SENIOR CITIZENS INC	TR MONTHLY PAYMENT DEC 2018	4,990.92
12/03/2018	2	177377	WELDON	BUFFY WELDON	TR CELL PHONE REIMBURSEMENT - 12 MONTHS	540.00
12/04/2018	2	177378	DEAN	NANCY B DEAN	PC ATTORNEY CONTRACT DEC 2018	1,375.00
12/04/2018	2	177379	DEKETO	DEKETO LLC	ROD LICENSE ENHANCEMENT (510 DOCUMENTS)	1,020.00
12/04/2018	2	177380	GILB	JAMES L GILBERT	PC ATTORNEY CONTRACT DEC 2018	1,375.00
12/04/2018	2	177381	HANSEL	DONNA HANSEL	PC ATTORNEY CONTRACT DEC 2018	1,375.00
12/04/2018	2	177382	INK & TONE	INK & TONER ALTERNATIVE	EQ OFFICE SUPPLIES - TONER (3) - BLACK,	399.97
12/04/2018	2	177383	KEOGH	WILLIAM L KEOGH PC	PC ATTORNEY CONTRACT DEC 2018	1,375.00
12/04/2018	2	177384	MACARTHUR	TIMOTHY MACARTHUR	PC ATTORNEY CONTRACT DEC 2018	1,375.00
12/04/2018	2	177385	MOW	MICHIGAN OFFICEWAYS INC	MSU OFFICE SUPPLIES - CALENDARS	25.08
12/04/2018	2	177386	NOP	NATIONAL OFFICE PRODUCTS	PZ OFFICE SUPPLIES - MARKERS, ENVELOPES,	108.27
12/04/2018	2	177387	OFF DEPOT	OFFICE DEPOT	TR OFFICE SUPPLIES - HANGING FOLDERS	17.38
12/04/2018	2	177388	REGISTER	AMWAY GRAND PLAZA HOTEL	CF CONVENTION ROOMS (16 TOTAL ROOMS) - M	2,112.00
12/04/2018	2	177389	REGISTER	M.A.F.E.	CF 2019 DUES - MI ASSOCIATION OF FAIRS &	365.00
12/04/2018	2	177390	REGISTER	M.A.F.E.	CF CONVENTION REGISTRATION	1,675.00
12/04/2018	2	177391	VERIZON	VERIZON	IS CELL PHONE SERVICE 10/14 - 11/13/18	1,408.95

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Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
12/05/2018	2	177392	ACH	ADVANCED CORRECTIONAL HEALTHCARE	SDJ NURSE SERVICES JAN 2019	8,315.89
12/05/2018	2	177393	CARD	CARDMEMBER SERVICE	SD CARD SERVICES THROUGH 11/26/18	2,395.22
12/05/2018	2	177394	CCE	CCE CENTRAL DISPATCH AUTHORITY	FN 4% PHONE SURCHARGE COLLECT NOV-DEC -	421.40
12/05/2018	2	177395	DEKETO	DEKETO LLC	ROD LICENSE ENHANCEMENT	3,000.00
12/05/2018	2	177396	KIESLERS	KIESLERS POLICE SUPPLY	SD AMMO	1,570.29
12/05/2018	2	177397	SECURUS	SECURUS TECHNOLOGIES	SDJ INMATE PHONE USAGE CHARGES NOV 2018	6,705.79
12/05/2018	2	177398	WHEELER	WHEELER MOTORS INC	SD ALIGNMENT/ INSTALL TIRES - 2015 FORD	535.37
					SD OIL CHANGE - 2005 FORD DRW SUPER DUTY	49.18
					SD TIRE SENSOR/ INSTALL TIRES - 2016 FOR	112.55
					SD OIL CHANGE - 2017 FORD POLICE INTERCE	16.95
					SD SENSOR/ INSTALL TIRES - 2015 FORD EXP	99.47
					SD OIL CHANGE - 2017 FORD POLICE INTERCE	16.95
					SD SENSOR/ INSTALL TIRES - 2015 FORD EXP	119.26
					SD MOUNT AND BALANCE - 2018 FORD UTILITY	44.00
					SD OIL CHANGE/ INSTALL TIRES - 2016 CHEV	138.51
					SD REPLACE SHAFT/ ALIGNMENT - 2015 FORD	451.41
					SD OIL CHANGE - 2016 FORD UTILITY POLICE	16.95
					SD ENGINE LIGHT - 2016 FORD UTILITY POLI	30.23
					SD MOUNT AND BALANCE - 2017 FORD POLICE	44.00
						<u>1,674.83</u>
12/05/2018	2	177399	WHEELER	VOID		
12/05/2018	2	177400	LEXISNEXIS	LEXISNEXIS RISK SOLUTIONS	TR MEMBERSHIP NOV 2018	100.79
12/05/2018	2	177401	NOP	NATIONAL OFFICE PRODUCTS	PC SA ENVELOPES (2 BOXES)	45.98
12/05/2018	2	177402	QSTI	QUALITY SIGNATURE TOPS INC	MA HEALTH DEPT - COUNTER TOPS/SINKS IN L	2,339.40
12/05/2018	2	177403	SURV G	GRANGER SURVEYING	AD REMON CORNERS (14 CORNERS) 9/21/18	11,500.00
					AD REMON ADMINISTRATION 9/21/18	1,950.00
						<u>13,450.00</u>
12/10/2018	2	177404	AT&T/SBC	AT&T	CCM GAS PUMP MODEM ACCT# 23162733618012	58.29
12/10/2018	2	177405	CHASE	DAN CHASE	CD REIMBURSE MEAL - GAYLORD	7.25
12/10/2018	2	177406	DUES	NMEA	CD 2019 MEMBERSHIP DUES 2019-2021 TRAINI	350.00
12/10/2018	2	177407	LEXISNEXIS	LEXISNEXIS RISK SOLUTIONS	FOC INFORMATION SEARCH NOV 2018	50.00
12/10/2018	2	177408	MBM	MATT BARBER MASONRY	MA ANIMAL SHELTER -INSTALL CAGES, POUR C	10,750.00
12/10/2018	2	177409	MISC	BILL BEETHEM	VA VSRF SRF APPLICATION 12/10/18 VETERAN	40.00
12/10/2018	2	177410	MISC	PIE&G	VA GAS BILL ACCT#1828090000 & ELECTRIC B	436.28
12/10/2018	2	177411	MISC	JOSEPH WILDBERG	VA VSRF SRF APPLICATION 12/10/18 VETER	40.00
12/10/2018	2	177412	MORS PA	PAUL MORSE	CD REIMBURSE MEAL - GAYLORD	8.04
12/10/2018	2	177413	MOW	MICHIGAN OFFICEWAYS INC	FOC OFFICE SUPPLIES - 4 INVOICES	375.01
12/10/2018	2	177414	NOP	NATIONAL OFFICE PRODUCTS	PA ADDRESS LABELS	39.74
12/10/2018	2	177415	SAP	STRAITS AREA PRINTING	PZ BUSINESS CARDS FOR MICHAEL PELTIER (5	51.00
12/10/2018	2	177416	TREAS	CHEBOYGAN COUNTY TREASURER	PC SAYPA TRANSPORTATION BILLING OCT 2018	3,927.00
12/10/2018	2	177417	TREAS	CHEBOYGAN COUNTY TREASURER	PC SAYPA BUS AIDE OCT 2018	684.84
12/10/2018	2	177418	TREAS	CHEBOYGAN COUNTY TREASURER	FOC (4) BOXES OF COPY PAPER	115.00
12/11/2018	2	177419	BCI	BCI CONSTRUCTION LLC	AD SDJ EXPANSION PROJECT PAYMENT #7	260,791.45
12/12/2018	2	177420	APPLIED	APPLIED IMAGING	IS CC RICOH SP C360D NW COLOR PRINTER	306.00
12/12/2018	2	177421	BARTLETT	STUART BARTLETT	PZ PLANNING COMMISSION CITIZEN PLANNER	211.56
					PZ PLANNING COMMISSION CITIZEN PLANNER	211.56
						<u>423.12</u>
12/12/2018	2	177422	CROF P	PATTY CROFT	PZ PLANNING COMMISSION CITIZEN PLANNER 1	101.80
					PZ PLANNING COMMISSION CITIZEN PLANNER 1	152.70
						<u>254.50</u>
12/12/2018	2	177423	CULLIGAN	MCCARDEL CULLIGAN-PETOSKEY	CC JURY ROOM WATER ACCT# 0216832	68.50

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Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
12/12/2018	2	177424	DUES	MICHIGAN LAWYERS WEEKLY	CC ANNUAL SUBSCRIPTION TO MICHIGAN LAWYE	369.00
12/12/2018	2	177425	EKDAHL	MICHAEL J EKDAHL	CC DGC DEFENSE ATTORNEY ATTENDANCE AT DR	150.00
12/12/2018	2	177426	FREESE	CHARLES FREESE	PZ PLANNING COMMISSION CITIZEN PLANNER T	146.16
12/12/2018	2	177427	GOUJ C	CAL GOUINE	BOC COMMISSIONER MILEAGE 12/11/18	3.82
12/12/2018	2	177428	HARBOR	HARBOR HALL INC	CC DGC COUNSELING SERVICES FOR DRUG COUR	157.00
12/12/2018	2	177429	HUNG T	THOMAS R HUNGERFORD LLC	CC REPRESENTATION #17-5418-FH WILLIAMS,	2,690.00
12/12/2018	2	177430	JOHN K	KAREN JOHNSON	BOC COMMISSIONER MILEAGE 12/11/18 + 11 M	49.85
12/12/2018	2	177431	KAVANAUGH	MICHAEL KAVANAUGH	PZ PLANNING COMMISSION CITIZEN PLANNER	97.44
12/12/2018	2	177432	LYON S	SHARON LYON	PZ PLANNING COMMISSION CITIZEN PLANNER 1	191.94
					PZ PLANNING COMMISSION CITIZEN PLANNER 1	191.94
						<u>383.88</u>
12/12/2018	2	177433	MATE R	ROBERTA MATELSKI	BOC COMMISSIONER MILEAGE 12/11/18 + 4 ME	176.58
12/12/2018	2	177434	MCLE D	HON DONALD J MCLENNAN	CC MILEAGE TO/FROM ROGERS CITY 11/30/18	49.05
12/12/2018	2	177435	NEWM M	MICHAEL NEWMAN	BOC COMMISSIONER MILEAGE 12/11/18 + 8 ME	221.29
12/12/2018	2	177436	NINI S	NINI SHERWOOD	PZ ZONING BOARD OF APPEALS MTGS 10/1/10,	159.24
					PZ ZONING BOARD OF APPEALS MTGS 10/29/18	159.24
						<u>318.48</u>
12/12/2018	2	177437	NMIDS	NORTHERN MI IND DRUG SCREEN LLC	CC DGC DRUG TESTING FOR DRUG COURT PARTI	450.00
12/12/2018	2	177438	NOP	NATIONAL OFFICE PRODUCTS	CC OFFICE SUPPLIES - WALL CALENDARS, PLA	105.33
					CC MISC OFFICE SUPPLIES FOR DRUG COURT-	13.59
						<u>118.92</u>
12/12/2018	2	177439	OSTWALD	CHARLES OSTWALD	PZ PLANNING COMMISSION CITIZEN PLANNER 1	182.13
					PZ PLANNING COMMISSION CITIZEN PLANNER 1	182.13
						<u>364.26</u>
12/12/2018	2	177440	PAVLICH	SCOTT L PAVLICH	CC DGC (8) DRUG COURT PLACQUES	143.00
12/12/2018	2	177441	REHMANN	REHMANN ROBSON	FN GOVERNMENT OUTSOURCING 7 HOURS - SEP-	1,120.00
12/12/2018	2	177442	ROTTER	GREGORY ROTTER	CC REPRESENTATION #17-12171-SM MARX, DAN	166.74
12/12/2018	2	177443	SANG R	RICHARD SANGSTER	BOC COMMISSIONER MILEAGE 12/11/18	0.65
					BOC COMMISSIONER MILEAGE 11/13/18	0.65
					BOC COMMISSIONER MILEAGE 11/27/18	0.65
						<u>1.95</u>
12/12/2018	2	177444	SCMG	SAULT-CHEBOYGAN MEDIA GROUP	PZ ADVERTISING - PC NOTICE FOR 11/21 & Z	505.30
12/12/2018	2	177445	TREAS	CHEBOYGAN COUNTY TREASURER	CC SRR - PASSENGER FARES FOR STRAITS REG	200.00
12/12/2018	2	177446	WALLACE	JOHN WALLACE	BOC COMMISSIONER MILEAGE 12/11/18 + 11 M	390.22
12/12/2018	2	177447	WEST-PC	THOMSON REUTERS - WEST	CC LIBRARY PLAN CHARGES 10/5/18-11/4/18	28.35
12/12/2018	2	177448	BARR J	JODI BARRETTE	DC REIMBURSE FOR SOBRIETY COURT GRADUATI	15.96
12/12/2018	2	177449	GEWY	YOUNG, GRAHAM, ELSENHEIMER	AD LEGAL SERVICES THROUGH 11/30/18	2,557.50
12/12/2018	2	177450	HOME	HOME CONFINEMENT	PC INTENSIVE NEGLECT (#15008493 & 170086	600.00
12/12/2018	2	177451	MEMBER	M.E.S.C.A.	PZ 2019 MEMBERSHIP DUES - MATTHEW CRONK	50.00
12/12/2018	2	177452	NOP	NATIONAL OFFICE PRODUCTS	AD BOC NAME PLATES - STEVE WARFIELD & MA	26.00
12/12/2018	2	177453	OFF DEPOT	OFFICE DEPOT	DC OFFICE SUPPLIES - DESKPAD, WALL CALEN	106.62
12/12/2018	2	177454	OPG	OFFICE PLANNING GROUP	DC BOOKCASE SHELF & DIVIDERS	180.00
12/12/2018	2	177455	SCMG	SAULT-CHEBOYGAN MEDIA GROUP	PA SUPPLIES - HANSON BUSINESS CARDS TRA	60.00
12/12/2018	2	177456	SELI D	DALE SELIN	DC CELL PHONE REIMBURSEMENT NOV 2018	45.00
12/12/2018	2	177457	STAN L	LIZ STANKEWITZ	DC CELL PHONE REIMBURSEMENT NOV 2018	45.00
12/12/2018	2	177458	STRA P	STRAITSLAND PUBLISHING	AD HELP WANTED ADS-MAINTENANCE, PROBATE	59.90
12/12/2018	2	177459	TARGET	TARGET INFORMATION MANAGEMENT	DC FORMS	36.44
12/12/2018	2	177460	VANS M	MELISSA VANSCHOTEN	DHS CC#20554812 10/29/18 - 10/31/18	51.72
12/12/2018	2	177461	VANS M	MELISSA VANSCHOTEN	DHS CC# 20554812 11/1/18 - 11/11/18	189.64

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
12/14/2018	2	177506	SAVE	SAVE - A - LOT	CF KID'S DAY SUPPLIES FOR FAIR 8/8/18 &	690.86 V
12/14/2018	2	177507	SPARTAN	SPARTAN STORES LLC	CC MISC CHARGES	47.25 V
					CC MISC CHARGES	160.00 V
						<u>207.25</u>
12/14/2018	2	177508	SPIES-SD	SPIES AUTO PARTS & TIRE	SD SCREWDRIVER/ TOOL BOX	887.98 V
					SD TOOLS	241.11 V
					SD TOOLS	276.98 V
						<u>1,406.07</u>
12/14/2018	2	177509	SPRAYS P	SPRAY'S PLUMBING & HEATING INC	CCM REPAIR LEAK IN AC 8/8/18	90.00 V
12/14/2018	2	177510	TARGET	TARGET INFORMATION MANAGEMENT	DC FORMS	72.32 V
12/14/2018	2	177511	TAYL J	JESSICA TAYLOR	DHS CC# 1416188 11/23/18 - 12/6/18	266.36 V
12/14/2018	2	177512	WEST-CC	THOMSON REUTERS - WEST	CC LIBRARY PLAN CHARGES 11/1 - 11/30/18	959.96 V
12/14/2018	2	177513	WOE	WILLIAMS OFFICE EQUIPMENT	CF COMMERCIAL DUTY FOLD IN HALF TABLES 7	639.80 V
12/17/2018	2	177514	AMC	ANIMAL MEDICAL CENTER	SD THOR-OFFICE VISIT	25.00
12/17/2018	2	177515	BREWSTER	KAREN BREWSTER	CR REIMBURSE LUNCH-MACC CONFERENCE, TABU	37.47
12/17/2018	2	177516	BROW K	KENDRA BROWN	DHS CC# 4353197 11/23/18 - 12/6/18	266.36
12/17/2018	2	177517	BURIAL	NORDMAN-CHRISTIAN FUNERAL HOME	VA VETERANS BURIAL EXPENSE DOD: 11/29/18	300.00
12/17/2018	2	177518	CAR-SD	CARQUEST AUTO PARTS	SD TOOLS	248.98
12/17/2018	2	177519	DEAN	NANCY B DEAN	PC TRIAL COURT APPT ATTY #3012370 CHINGW	970.17
12/17/2018	2	177520	ECKER SURV	ECKER SURVEYING INCORPORATED	EQ REMON CORNERS - 2018 GRANT	420.00
12/17/2018	2	177521	FULLFORD	FULLFORD SURVEYING & MAPPING PC	EQ REMON CORNERS - 2018 GRANT	420.00
12/17/2018	2	177522	MISC	KANU VIRANI M.D.	CR AUTOPSY FEE - LUNA BENDER 18-049	2,000.00
12/17/2018	2	177523	NMIDS	NORTHERN MI IND DRUG SCREEN LLC	DC DRUG TESTING REIMBURSEMENT - TREVOR L	34.00
12/17/2018	2	177524	NOF	NATIONAL OFFICE PRODUCTS	CC OFFICE SUPPLIES - RIBBONS	7.94
12/17/2018	2	177525	NORCHEM	NORCHEM DRUG TESTING	DC DRUG TESTING	7.95
					DC DRUG TESTING	118.75
						<u>126.70</u>
12/17/2018	2	177526	PITNEY	PITNEY BOWES LEASE	FN POSTAGE MACHINE LEASE ACCT# 001731770	1,460.10
12/17/2018	2	177527	PREM K9	PREMIER K9	SD HOT & POP K9 DOOR SYSTEM 3/28/18	1,697.30 V
12/17/2018	2	177528	RED TOX	REDWOOD TOXICOLOGY LABORATORY	CC DGC ETG TESTING FOR DRUG COURT PARTIC	70.40
					CC DGC DRUG TESTING FOR DRUG COURT PARTI	1,453.00
						<u>1,523.40</u>
12/17/2018	2	177529	SAVE	SAVE - A - LOT	CF KID'S DAY SUPPLIES FOR FAIR 8/8/18 &	690.86
12/17/2018	2	177530	SPARTAN	SPARTAN STORES LLC	CC MISC CHARGES	47.25
					CC MISC CHARGES	160.00
						<u>207.25</u>
12/17/2018	2	177531	SPIES-SD	SPIES AUTO PARTS & TIRE	SD SCREWDRIVER/ TOOL BOX	887.98
					SD TOOLS	241.11
					SD TOOLS	276.98
						<u>1,406.07</u>
12/17/2018	2	177532	SPRAYS P	SPRAY'S PLUMBING & HEATING INC	CCM REPAIR LEAK IN AC 8/8/18	90.00
12/17/2018	2	177533	TARGET	TARGET INFORMATION MANAGEMENT	DC FORMS	72.32
12/17/2018	2	177534	TAYL J	JESSICA TAYLOR	DHS CC# 1416188 11/23/18 - 12/6/18	266.36
12/17/2018	2	177535	WEST-CC	THOMSON REUTERS - WEST	CC LIBRARY PLAN CHARGES 11/1 - 11/30/18	959.96
12/17/2018	2	177536	WOE	WILLIAMS OFFICE EQUIPMENT	CF COMMERCIAL DUTY FOLD IN HALF TABLES 7	639.80
12/18/2018	2	177537	AT&T/SBC	AT&T	SRR PHONE SERVICES ACCT# 23159701784023	77.17
12/18/2018	2	177538	AT&T/SBC	AT&T	SRR PHONE SERVICE ACCT# 23159792627040	171.43

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
12/18/2018	2	177539	CALS	CAL'S MOBILE HEAVY EQUIPMENT	SRR BUS# 11 - FULL SERVICE OIL CHANGE, B SRR BUS# 309 - FULL SERVICE, OIL SAMPLE, SRR BUS# 116 - REMOVE GRILL & HEAD ASSEM SRR BUS# 118 - CHECK OUT & REPLACE SHORT SRR BUS# 12 - BI-ANNUAL INSPECTION, REPL SRR BUS# 112 - GO TO CHEBOYGAN HIGH GAR	564.45 499.72 67.50 335.00 1,288.69 138.65 <u>2,894.01</u>
12/18/2018	2	177540	CAS-TRAN	CHEBOYGAN AREA SCHOOLS	SRR FUEL CHARGES (63.8 GALLONS GAS, 2876	7,717.68
12/18/2018	2	177541	COUR M	MICHAEL COUTURE	SRR REIMBURSE MIKE FOR MOTEL ROOM -USED	99.89
12/18/2018	2	177542	CRIM	CRIMINALISTICS	SD K9 DOOR SYSTEM 3/28/18	1,697.30
12/18/2018	2	177543	DUES	MI ASSOC OF EQUALIZATION DIRECTORS	EQ 2018 MEMBERSHIP - E.ZABIK, CHEBOYGAN	100.00
12/18/2018	2	177544	ED'S LOCK	ED'S LOCK	SRR (10) NEW KEYS FOR OFFICE DOOR	25.00
12/18/2018	2	177545	GFL	GFL ENVIRONMENTAL USA, INC.	MA TRASH REMOVAL ACCT# 004198 OCT 201	553.72
12/18/2018	2	177546	JMS	JUDICIAL MANAGEMENT SYSTEM	DC ANNUAL SUPPORT FEE 2018	2,738.00
12/18/2018	2	177547	MISC	ED BARR	SRR REIMBURSE BREAKFAST PER MIKE APPROVA	22.73
12/18/2018	2	177548	NMRI	NORTHERN MICHIGAN REVIEW INC	SRR REQUEST FOR BIDS, JOB AD FOR BUS DRI	335.89
12/18/2018	2	177549	NOF	NATIONAL OFFICE PRODUCTS	SRR OFFICE SUPPLIES - CORRECTION TAPE,CO SRR OFFICE SUPPLIES - CORRECTION TAPE, W	106.07 19.38 <u>125.45</u>
12/18/2018	2	177550	OMH	OTSEGO MEMORIAL HOSPITAL	SRR DOT PHYSICALS - SCOTT ENO, SALLY NAS	369.00
12/18/2018	2	177551	OMH	OTSEGO MEMORIAL HOSPITAL	SRR PRE EMPLOYMENT DOT PHYSICAL - DAVID	105.00
12/18/2018	2	177552	OMS	OMS COMPLIANCE SERVICES INC	SRR DOT ALCOHOL RANDOM TEST - DAWN SOKOL SRR DOT PRE-EMPLOYMENT DRUG TEST - ALLAN SRR DOT PRE-EMPLOYMENT DRUG TEST - CHARL SRR DOT PRE-EMPLOYMENT DRUG TEST - PAUL	60.00 78.00 78.00 78.00 <u>294.00</u>
12/18/2018	2	177553	OTEC	OTEC RADIO COMMUNICATIONS	SRR INSTALLATION & SERVICE FEE, INSTALL	230.00
12/18/2018	2	177554	QCMC	QUICK CARE MEDICAL CENTER	SRR PRE-EMPLOYMENT DOT PHYSICAL - P.HENG	210.00
12/18/2018	2	177555	RON'S AUTO	RON'S AUTO & WRECKER SERVICE	SRR BUS# 112 - HEAVY DUTY TOWING FROM ON	370.00
12/18/2018	2	177556	SAG	STRAITS AREA GLASS	SRR BUS# 111 - NEW WINDSHIELD INSTALLED	585.46
12/18/2018	2	177557	SPIES-SRR	SPIES AUTO PARTS & TIRE	SRR BUS# 70 - FIRST AIDE KIT, EMMET COUN SRR BUS# 70 - INSTALL NEW TIRES, EMMET C SRR BUS# 409 - REMOVE,REPLACE INSIDE DUE SRR CASE OF 5W20 OIL FOR FORD BUSES SRR BUS# 509 -2 STEER TIRES, BALANCED SRR BUS# 111 - REMOVE & REPLACE 2 DRIVE SRR FIRST AID KIT SRR (5) SCRAPERS FOR EMMET COUNTY BUSES	17.48 793.34 45.00 30.00 543.18 60.00 17.48 47.35 <u>1,553.83</u>
12/18/2018	2	177558	SPIES-SRR	VOID		
12/18/2018	2	177559	WEST-PA	THOMSON REUTERS - WEST	PA LIBRARY PLAN 11/5 - 12/4/18	33.60
12/18/2018	2	177560	BREWSTER	KAREN BREWSTER	CR CELL PHONE REIMBURSEMENT - 4TH QTR	135.00
12/18/2018	2	177561	BURNHAM	BURNHAM & FLOWER INSURANCE GROUP	TR INSURANCE & BONDS-ACCT# CHEBCOU-01 -	2,295.00
12/18/2018	2	177562	BUTTS	ROBERT J BUTTS	PC REIMBURSE MEALS - SCAO CIP MEETING, L	88.44
12/18/2018	2	177563	CDT-GEN	CHEBOYGAN DAILY TRIBUNE	AD CR SENIOR MILLAGE FUND AD 11/16/18	65.20
12/18/2018	2	177564	DELRIDGE	DELRIDGE CORPORATION	PC LIBRARY PERIODICALS	60.00
12/18/2018	2	177565	MACARTHUR	TIMOTHY MACARTHUR	PC TRIAL COURT APPT ATTY - #18008734,17	900.00
12/18/2018	2	177566	MGT	MGT OF AMERICA INC	FOC CRP BILLING SERVICE OCT-DEC 2018 PA DHS-286 BILLINS & TIME LOGS - OCT-DEC	1,372.30 1,533.30 <u>2,905.60</u>

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Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
12/18/2018	2	177567	MOW	MICHIGAN OFFICEWAYS INC	CR OFFICE SUPPLIES - PLANNER	9.39
12/18/2018	2	177568	OFF DEPOT	OFFICE DEPOT	CR OFFICE SUPPLIES - CLASP ENVELOPES, MA	38.90
12/18/2018	2	177569	QSTI	QUALITY SIGNATURE TOPS INC	MA AS COUNTER TOPS & SINKS IN PUPPY & EX	772.00
12/18/2018	2	177570	SAP	STRAITS AREA PRINTING	AD #10 ENVELOPES (500 CT), LETTERHEAD (5	364.90
12/18/2018	2	177571	STYF	SAULT TRIBE YOUTH FACILITY	PC ANOTHER COUNTY INSTITUTION #18008728	840.00
12/18/2018	2	177572	VALL R	RACHEL VALLANCE	TR REIMBURSE FOR NADEX COIN HANDLING TRA	16.97
12/18/2018	2	177573	WEST-CR	THOMSON REUTERS - WEST	CR LIBRARY PLAN CHARGES 11/5-12/4/18	4.91
12/18/2018	2	177574	WEST-DC	THOMSON REUTERS - WEST	DC LIBRARY PLAN CHARGES 11/5 - 12/4/18	15.31
12/18/2018	2	177575	WEST-PC	THOMSON REUTERS - WEST	PC LIBRARY PERIODICALS 11/5 - 12/4/18	59.71
12/20/2018	2	177576	ASHB C	CYNTHIA E EBERLY	PC CELL PHONE REIMBURSEMENT DEC 2018	45.00
12/20/2018	2	177577	ASHE M	MEGAN FENLON	PC CELL PHONE REIMBURSEMENT DEC 2018	45.00
12/20/2018	2	177578	BOHL S	SAM BOHL	FOC REIMBURSE MILEAGE - BANK TRIPS (40.8	22.24
12/20/2018	2	177579	BRP	BRP US INC	SD BOAT OIL (39 GALLONS)	1,311.57
12/20/2018	2	177580	CRANHAM	BRUCE CRANHAM PC	FOC REFEREE HEARINGS - NOV & DEC 2018	2,400.00
12/20/2018	2	177581	DH #4	DISTRICT HEALTH DEPT #4	SDJ NURSE VISIT - NOV 2018	1,530.00
12/20/2018	2	177582	DSS	DSS CORPORATION	TR - SERVICE - SCANNING OF TAX ROLLS	8,000.00
12/20/2018	2	177583	DSSI	DRUG SCREEN SOLUTIONS INC	PC INTENSIVE NEGLECT #15008493	30.50
12/20/2018	2	177584	GORNO	GORNO FORD	MA AD NEW FORD ESCAPE FOR CAR POOL	22,412.00
12/20/2018	2	177585	LEORTC	L.E.O.R.T.C.	SD DEFENSE AGAINST EDGED WEAPONS - 12/13	375.00
12/20/2018	2	177586	MACARTHUR	TIMOTHY MACARTHUR	PC TRIAL COURT APPT ATTY - #4012411	95.00
					PC TRIAL COURT APPT ATTY - #17014438, 18	3,778.67
						<u>3,873.67</u>
12/20/2018	2	177587	MER	MICHIGAN ELECTION RESOURCES	CR PRECINCT SUPPLIES FOR NOVEMBER 2018 P	2,741.26
12/20/2018	2	177588	MGT	MGT OF AMERICA INC	PA DHS-286 BILLING & TIME LOGS 4TH QTR	1,533.30
12/20/2018	2	177589	MGT	MGT OF AMERICA INC	FOC CRP BILLING SERVICE OCT-DEC 2018	1,372.30
12/20/2018	2	177590	MICK J	R. JAMES MICK	CCM WATERWAYS COMMISSION MTGS MAR-OCT 2	240.00
12/20/2018	2	177591	NOP	NATIONAL OFFICE PRODUCTS	PZ OFFICE SUPPLIES - STAMPS, NAME PLATE-	57.00
12/20/2018	2	177592	NYE	NYE UNIFORM COMPANY	SD SHIRTS - DANIEL STACKS	85.00
					SD SHIRTS - ROAD/STOCK	185.26
					SD PANTS - DARREN LACHAPELLE	317.25
						<u>587.51</u>
12/20/2018	2	177593	OCEI	ONAWAY CUSTOM EMBROIDERY INC	SD EMBROIDER COAT - CLARMONT 4/6/18	35.00
					SD SHIRTS - FENLON 10/4/18	140.00
					SD SHIRTS - TEBO	180.00
						<u>355.00</u>
12/20/2018	2	177594	OFF DEPOT	OFFICE DEPOT	SD OFFICE SUPPLIES - TONER, AAA BATTERIE	101.28
					SD OFFICE SUPPLIES - INDEX 3-RING	23.85
						<u>125.13</u>
12/20/2018	2	177595	OFF DEPOT	OFFICE DEPOT	TR OFFICE SUPPLIES - LETTER JACKET	15.09
12/20/2018	2	177596	PIKE G	GEORGE N PIKE	CCM WATERWAYS COMMISSION MTGS MAR-OCT 2	240.00
12/20/2018	2	177597	REDM P	PETER REDMOND	CCM WATERWAYS COMMISSION MTGS MAR-OCT 20	333.41
12/20/2018	2	177598	STELLAR	STELLAR SERVICES	SDJ INMATES SUPPLIES - INDIGENT KIT	20.04
					SDJ INMATES SUPPLIES - COMMISSARY ORDERS	981.30
					SDJ INMATES SUPPLIES - INDIGENT KIT	12.78
					SDJ INMATES SUPPLIES - COMMISSARY ORDERS	812.93
					SDJ INMATES SUPPLIES - INDIGENT KIT	4.26
					SDJ INMATES SUPPLIES - COMMISSARY ORDERS	354.80
					SDJ INMATES SUPPLIES - INDIGENT KIT	8.52
					SDJ INMATES SUPPLIES - COMMISSARY ORDERS	1,189.22
					SDJ INMATES SUPPLIES - INDIGENT KIT	17.04

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
					SDJ INMATES SUPPLIES - COMMISSARY ORDERS	954.62
					SDJ INMATES SUPPLIES - SNACK PACKS	1,125.00
						<u>5,480.51</u>
12/20/2018	2	177599	STELLAR	VOID		
12/20/2018	2	177600	STEW C	BENJAMIN C STEWART	CCM WATERWAYS COMMISSION MTGS MAR-OCT 2	337.26
12/20/2018	2	177601	WEST-PC	THOMSON REUTERS - WEST	PC LIBRARY PERIODICALS 11/5 - 12/4/18	22.42
12/20/2018	2	177602	BARTLETT	STUART BARTLETT	PZ PLANNING COMMISSION MTGS 12/5/18 & 12	108.34
					PZ PLANNING COMMISSION SITE VISIT 12/19/	74.34
						<u>182.68</u>
12/20/2018	2	177603	BEET BI	BILL BEETHEM	VA VSRF SRF APPLICATION 12/10/18 VETERAN	40.00
12/20/2018	2	177604	BOROWICZ	HAROLD BOROWICZ	PZ PLANNING COMMISSION MTGS 12/5/18 & 12	97.44
12/20/2018	2	177605	BROWN A	ANDREA BROWN	VA VETERANS BURIAL EXPENSE DOD: 10/26/18	300.00
12/20/2018	2	177606	CAR-SD	CARQUEST AUTO PARTS	SD WASHER FLUID	39.92
12/20/2018	2	177607	CONSUMERS	CONSUMERS ENERGY	CCM ELECTRIC ACCT# 100030339863,10003039	156.81
12/20/2018	2	177608	CROF P	PATTY CROFT	PZ PLANNING COMMISSION MTGS 12/5/18 & 12	145.40
					PZ PLANNING COMMISSION SITE VISIT 12/5/1	40.00
						<u>185.40</u>
12/20/2018	2	177609	FERN FORD	FERNELIUS FORD LINCOLN	SD EXHAUST MANIFOLD	868.33
12/20/2018	2	177610	FREESE	CHARLES FREESE	PZ PLANNING COMMISSION MTGS 12/5/18 & 12	141.04
					PZ PLANNING COMMISSION SITE VISIT 12/19/	74.34
						<u>215.38</u>
12/20/2018	2	177611	G SHIPPING	G'S SHIPPING STORE	MA TOILET PAPER	268.90
					MA TOILET PAPER	219.35
					MA TOILET PAPER	263.22
					MA TOILET PAPER	188.23
						<u>939.70</u>
12/20/2018	2	177612	GOURDIE	GOURDIE-FRASER, INC.	CCM MARINA SERVICE DOCK, FUEL DISPENSE R	625.00
12/20/2018	2	177613	GRAP P	PERSONAL GRAPHICS, INC	SD UNIFORMS - SHORT & LONG SLEEVE TSHIR	523.31
12/20/2018	2	177614	KAVANAUGH	MICHAEL KAVANAUGH	PZ PLANNING COMMISSION MTGS 12/5/18 & 12	95.26
					PZ PLANNING COMMISSION SITE VISIT 12/19/	66.71
						<u>161.97</u>
12/20/2018	2	177615	KOSZ P	PAUL KODZEGI	CCM WATERWAYS COMMISSION MTGS MAY-OCT 2	120.00
12/20/2018	2	177616	KSS	KSS ENTERPRISES	MA NEUTRAL CLNR	141.44
					MA CAN LINTERS (VARIOUS)	359.45
					MA ENZYMATIC DIGESTER, MULTIFOLD TOWELS,	440.07
					MA ICE MELT	951.09
						<u>1,892.05</u>
12/20/2018	2	177617	LYON S	SHARON LYON	PZ PLANNING COMMISSION MTGS 12/5/18 & 12	138.86
					PZ PLANNING COMMISSION SITE VISITS 12/5/	177.56
						<u>316.42</u>
12/20/2018	2	177618	NOP	NATIONAL OFFICE PRODUCTS	MA OFFICE SUPPLIES - DAILY APPT BOOK	45.37
12/20/2018	2	177619	OSTWALD	CHARLES OSTWALD	PZ PLANNING COMMISSION MTGS 12/5/18 & 12	103.98
12/20/2018	2	177620	REGISTER	M.A.F.E.	CF (21) BANQUET TICKETS FOR FAIR BOARD C	525.00

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Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
12/20/2018	2	177621	SCIENTIFIC	SCIENTIFIC BRAKE & EQUIPMENT	MA REPAIR PLOW ON 2015 FORD	420.28
12/20/2018	2	177622	SPIES-SD	SPIES AUTO PARTS & TIRE	SD BATTERY	155.69
12/20/2018	2	177623	WILD J	JOSEPH WILDBERG	VA VSRF SRF APPLICATION REVIEW VETERAN:	40.00
12/21/2018	2	177624	HANSEL	DONNA HANSEL	PC ATTORNEY CONTRACT DEC 2018	1,375.00
12/21/2018	2	177625	HANSEL	DONNA HANSEL	PC TRIAL COURT APPT ATTY	900.00
12/26/2018	2	177626	BBC	BERNARD BUILDING CENTER	MA SUPPLIES - CORNER BRACE, FLAT SLOTTED	104.68
12/26/2018	2	177627	CALS	CAL'S MOBILE HEAVY EQUIPMENT	SRR BUS# 10 - CHECK VIBERATION, REPLACE SRR BUS# 409 - LOCATE & REPAIR ELECTRICA SRR BUS# 71 - FULL SERVICE, BI ANNUAL, I SRR BUS# 11 - REPLACE HEAD LIGHT & TURN SRR BUS# 709- FULL SERVICE, SERVICE TRAN SRR BUS# 212 - FIX AIR LINES ON COMPRESS SRR BUS# 309 - WINTER BRA, INSTALL REPAI	1,470.78 581.59 1,883.74 397.66 1,248.96 765.98 140.00
						6,488.71
12/26/2018	2	177628	CHARTER	CHARTER COMMUNICATIONS	SRR PHONE/INTERNET ACCT# 824512269001458	216.92
12/26/2018	2	177629	CONSUMERS	CONSUMERS ENERGY	CCM ELECTRIC ACCT# 100030390080 11/9 - 1	24.22
12/26/2018	2	177630	EMMET DPW	EMMET COUNTY DPW	RC MONTHLY RECYCLE FEES NOV 2018	7,260.00
12/26/2018	2	177631	GFL	GFL ENVIRONMENTAL USA, INC.	MA TRASH REMOVAL ACCT# 4198 11/1 - 11/30	553.72
12/26/2018	2	177632	HOEKSTRA	HOEKSTRA TRANSPORTATION	SRR 2 SETS OF 4 SLIDE N CLICK TOP ASSEMB	258.00
12/26/2018	2	177633	LINTZ	LINTZ FUNERAL HOME	VA VETERANS BURIAL EXPENSE DOD 12/11/18	300.00
12/26/2018	2	177634	OFF DEPOT	OFFICE DEPOT	CC OFFICE SUPPLIES - TRASH BAGS, PENS, W	34.57
12/26/2018	2	177635	OMS	OMS COMPLIANCE SERVICES INC	SRR DOT PRE-EMPLOYMENT DRUG TEST - DAVID	78.00
12/26/2018	2	177636	PAWLOWSKI	NICOLE PAWLOWSKI	CC DGC CELL PHONE CHARGES OCT-DEC 2018	135.00
12/26/2018	2	177637	QCMC	QUICK CARE MEDICAL CENTER	SRR PRE-EMPLOYMENT DOT PHYSICAL- ALLEN D	105.00
12/26/2018	2	177638	ROSE EXT	ROSE EXTERMINATOR	SDJ PEST CONTROL CONTRACT DEC 2018	73.00
12/26/2018	2	177639	S&B	SIGN & BANNER FACTORY	SRR #71 BUS LETTERING, LICENSE PLATES (4 SRR BUS# 70 - LETTERING, LICENSE PLATE (480.00 315.00
						795.00
12/26/2018	2	177640	SCMG	SAULT-CHEBOYGAN MEDIA GROUP	SRR NOV 2018 ADS - CLASS DISPLAY HELP WA	629.55
12/26/2018	2	177641	SPIES-RC	SPIES AUTO PARTS & TIRE	RC SUPPLIES - TIRES, MOUNTED & DISPOSAL	1,139.34
12/26/2018	2	177642	SPIES-SRR	SPIES AUTO PARTS & TIRE	SRR ASSORTED SCREWS FOR BUS MAINTENANCE SRR 2 ROLLS OF GORILLA TAPE SRR 1 CASE OF KENDALL OIL FOR GAS BUSES SRR 6 TIRE GAUGES FOR BUSES	27.48 13.90 36.83 121.32
						199.53
12/26/2018	2	177643	TREAS	CHEBOYGAN COUNTY TREASURER	PC SAYPA BUS AIDE NOV 2018	986.25
12/26/2018	2	177644	TREAS	CHEBOYGAN COUNTY TREASURER	PC SAYPA TRANSPORTATION BILLING NOV 201	3,927.00
12/26/2018	2	177645	WEST-CC	THOMSON REUTERS - WEST	CC LIBRARY PLAN CHARGES 11/5 - 12/4/18	28.35
12/26/2018	2	177646	WEST-CC	THOMSON REUTERS - WEST	CC LIBRARY PLAN CHARGES 11/5 - 12/4/18	80.09
12/26/2018	2	177647	WEST-CC	THOMSON REUTERS - WEST	CC LIBRARY PLAN CHARGES 11/5 - 12/4/18	329.84
12/26/2018	2	177648	WEX	WEX BANK	SRR FUEL ACTIVITY ACCT# 7580-00-132255-1	599.87
12/26/2018	2	177649	ZAREMBA	ZAREMBA EQUIPMENT INC	SRR BUS# 112 - TOW BUS FROM RON'S WRECKE	1,241.42
12/26/2018	2	177650	CAS-TRAN	CHEBOYGAN AREA SCHOOLS	RC FUEL CHARGES (499.4 GALLONS DIESEL)	1,313.42
12/26/2018	2	177651	CDW-G	CDW-G	IS CISCO CATALYST ETHERNET SWITCH & EXTE	8,043.86
12/26/2018	2	177652	EKDAHL	MICHAEL J EKDAHL	CC DGC DEFENSE ATTORNEY ATTENDANCE AT DR	150.00
12/26/2018	2	177653	FITZNER	STEVEN FITZNER	CCD CONSERVATION MTG 12/19/18	40.00
12/26/2018	2	177654	GTMC	GRAND TRAVERSE MOBILE	IS CAMERA SYSTEM RENEWAL/UPGRADE IS VIDEO CARD UPGRADE OF SURVEILLANCE IN	4,988.00 1,792.95
						6,780.95
12/26/2018	2	177655	OFF DEPOT	OFFICE DEPOT	PC OFFICE SUPPLIES - SMALL BINDER CLIPS	3.79

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
					PC OFFICE SUPPLIES - CORRECTION TAPE	14.37
					PC OFFICE SUPPLIES - GOLD SEALS, POST IT	47.61
						<u>65.77</u>
12/26/2018	2	177656	OFF DEPOT	OFFICE DEPOT	AD (80) CASES COPY PAPER	2,378.00
12/26/2018	2	177657	ORMS B	LEROY ORMSBEE	CCD CONSERVATION MTG 12/19/18	40.00
12/26/2018	2	177658	RDIC	RIVERTOWN DO-IT CENTER	MA SUPPLIES - TLT FLAPPER	6.99
					MA SUPPLIES - TOILET CONNECTOR, BOLT SET	14.46
					MA SUPPLIES - SCREWS, BOLTS	48.89
					MA SUPPLIES - LARGE STAPLES	3.99
					MA SUPPLIES - U BOLTS	42.32
					MA SUPPLIES - BASKET STRAINR ASSEMBLYS,	78.31
					MA SUPPLIES - FCT CONNECTORS	29.16
						<u>224.12</u>
12/26/2018	2	177659	RDIC	RIVERTOWN DO-IT CENTER	MA SUPPLIES - PAINT THINNER, SCREWS, BOL	20.99
12/26/2018	2	177660	RDIC	RIVERTOWN DO-IT CENTER	MA SUPPLIES - SS U-BOLTS	5.29
12/26/2018	2	177661	RDIC	RIVERTOWN DO-IT CENTER	MA SUPPLIES - THREADED TUBE, J-BEND, WAS	66.46
12/26/2018	2	177662	RDIC	RIVERTOWN DO-IT CENTER	MA SUPPLIES - WASTE ARM, PTFE TAPE, PVC	17.07
12/26/2018	2	177663	RDIC	RIVERTOWN DO-IT CENTER	MA SUPPLIES - NO HUB COUPLING, EXTEND TU	22.06
12/26/2018	2	177664	REIM C	CARL REIMANN	CCD CONSERVATION MTG 12/19/18	40.00
12/26/2018	2	177665	SIP	STATE INDUSTRIAL PRODUCTS	MA CLEANING CHEMICALS	385.37
12/26/2018	2	177666	WERNER	WERNER PLUMBING & HEATING	MA TOILET	354.12
12/26/2018	2	177667	WHIT G	GREGORY WHITTAKER	CCD CONSERVATION MTG 12/19/18	40.00
12/28/2018	2	177668	ADV AUTO	ADVANCE AUTO PARTS	MA SUPPLIES 3/14/18	10.00
					MA SUPPLIES 5/4/18	25.99
					MA SUPPLIES 5/4/18	22.99
					MA SUPPLIES 8/22/18	12.99
					MA SUPPLIES 11/8/18	17.29
					MA SUPPLIES 11/13/18	10.98
					MA SUPPLIES 11/27/18	19.27
					MA SUPPLIES 11/28/18	49.98
						<u>169.49</u>
12/28/2018	2	177669	ADV AUTO	VOID		
12/28/2018	2	177670	ARAMARK	ARAMARK	MA UNIFORMS	87.96
12/28/2018	2	177671	CALS	CAL'S MOBILE HEAVY EQUIPMENT	SRR BUS# 70 FULL SERVICE, BI-ANNUAL, REP	1,676.71
					SRR BUS# 114 REPLACE BATTERIES	263.00
						<u>1,939.71</u>
12/28/2018	2	177672	CENTURY	CENTURYLINK	IS MONTHLY PHONE SERVICE ACCT# 88901091	315.17
12/28/2018	2	177673	CENTURY	VOID		
12/28/2018	2	177674	CHARTER	CHARTER COMMUNICATIONS	IS INTERNET ACCT# 8245122670068360 12/2	109.98
12/28/2018	2	177675	CHARTER	CHARTER COMMUNICATIONS	CCM MARINA PHONE ACCT# 8245122670084508	224.94
12/28/2018	2	177676	CHARTER	CHARTER COMMUNICATIONS	SDJ INMATE CABLE ACCT# 8245122670006824	110.74
12/28/2018	2	177677	CHEB	CITY OF CHEBOYGAN	FG/RC WATER USAGE ACCT# 001-01122-00	413.26
12/28/2018	2	177678	CONSUMERS	CONSUMERS ENERGY	MA ELECTRIC ACCT# 100029199252 11/8 - 12	37.80
12/28/2018	2	177679	CONSUMERS	CONSUMERS ENERGY	MA ELECTRIC ACCT# 100000107183 11/15 -	5,477.44
12/28/2018	2	177680	CONSUMERS	CONSUMERS ENERGY	MA ELECTRIC ACCT# 100026019925 11/2 - 1	28.06
12/28/2018	2	177681	CONSUMERS	CONSUMERS ENERGY	MA ELECTRIC ACCT# 100027732369 11/7 - 12	159.34
12/28/2018	2	177682	CONSUMERS	CONSUMERS ENERGY	MA ELECTRIC ACCT# 100000163434 11/1 - 1	15.06
12/28/2018	2	177683	CONSUMERS	CONSUMERS ENERGY	MA ELECTRIC ACCT# 100083879849 11/17 -	46.29
12/28/2018	2	177684	CONSUMERS	CONSUMERS ENERGY	MA ELECTRIC ACCT# 100045328463 11/1 - 1	23.34
12/28/2018	2	177685	CONSUMERS	CONSUMERS ENERGY	MA ELECTRIC ACCT# 100032118323 11/10 -	28.09
12/28/2018	2	177686	CONSUMERS	CONSUMERS ENERGY	FG/RC ELECTRIC ACCT# 100032117473 11/10	24.35
12/28/2018	2	177687	CONSUMERS	CONSUMERS ENERGY	FG/RC ELECTRIC ACCT# 100032117523 11/10	176.02

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Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
						1,659.80
12/28/2018	2	177714	STANS	STANS ELECTRIC	MA PARKING LOT LIGHT REPAIR	283.19
12/28/2018	2	177715	STELLAR	STELLAR SERVICES	SDJ INDIGENT KITS & COMMISSARY ORDERS	1,007.15
12/28/2018	2	177716	SYSCO	SYSCO FOODS OF GRAND RAPIDS	SDJ LAUNDRY SUPPLIES - STAINAWAY, DETERG	631.80
12/28/2018	2	177717	TREAS	CHEBOYGAN COUNTY TREASURER	PR EMPLOYEE FRINGE & DEDUCTIONS PE 12/22	133,073.36
12/28/2018	2	177718	UPS	UNITED PARCEL SERVICE	FN UPS CHARGES 11/25/18 - 12/22/18	20.82
12/28/2018	2	177719	VIZINA	DARYL VIZINA	PA CELL PHONE REIMBURSEMENT DEC 2018	45.00
12/28/2018	2	177720	WBSI	WHITLOCK BUSINESS SYSTEMS INC	EQ 2019 PERS PROPERTY FORMS - INITIAL PO	546.00
12/28/2018	2	177721	WELDON	BUFFY WELDON	TR MILEAGE TO BANK & SRR	184.75
12/28/2018	2	177722	WHEELER	WHEELER MOTORS INC	SD 2015 FORD EXPLORER - DEDUCTABLE	250.00
12/31/2018	2	177732	ALGE B	BARB ALGENSTEDT	PC TRIAL COURT APPT ATTY & GUARDIANSHIP	1,800.00
12/31/2018	2	177733	ASHE M	MEGAN FENLON	PC SAYPA LUNCH FOR COMMUNITY SERVICE YOU	10.65
12/31/2018	2	177734	CCE	CCE CENTRAL DISPATCH AUTHORITY	FN 4% PHONE SURCHARGE COLLECTED DEC 2018	199.21
12/31/2018	2	177735	CHARTER	CHARTER COMMUNICATIONS	FG/RC PHONE & INTERNET ACCT# 82451226700	209.94
12/31/2018	2	177736	GOUJ C	CAL GOUINE	BOC COMMISSIONER MILEAGE - NOV & DEC COM	43.60
12/31/2018	2	177737	MANK J	JAMES MANKO	FN CELL PHONE REIMBURSEMENT OCT-DEC 201	135.00
12/31/2018	2	177738	MISC	ALLAN DUNKEL	SRR MILEAGE REIMBURSEMENT - TRAINING - P	174.40
12/31/2018	2	177739	MISC	PAUL HENGELHOLD	SRR MILEAGE REIMBURSEMENT - TRAINING - P	174.40
12/31/2018	2	177740	PAVLICH	SCOTT L PAVLICH	CC PER DIEM PAY FOR JUDGE ON ASSIGNMENT	1,350.00
12/31/2018	2	177741	PSI	PRINTING SYSTEMS INC	FN YEAR END TAX FORMS	121.95
12/31/2018	2	177742	VANS M	MELISSA VANSCHOTEN	DHS CC# 20554812 11/11/18 - 11/23/18	134.64
12/31/2018	2	177743	WORD D	DAVID WORDEN	CC REPRESENTATION OF ANGELA WILLNOW #18-	343.80
12/31/2018	2	177749	CHEB TOW	CHEBOYGAN TOWING	CD CHANGE FLAT TIRE - JEEP COMPASS	147.00
12/31/2018	2	177750	FREESE	CHARLES FREESE	PZ ZONING BOARD OF APPEALS MTG 12/26/18	70.52
12/31/2018	2	177751	MISC	H & B PLUMBING	VA VSRF - FURNACE REPAIR - VETERAN: N.C.	176.00
12/31/2018	2	177752	MOORE	JOHN MOORE	PZ ZONING BOARD OF APPEALS MTG 12/26/18	75.97
12/31/2018	2	177753	NINI S	NINI SHERWOOD	PZ ZONING BOARD OF APPEALS MTG 12/26/18	41.64

2 TOTALS:

Total of 389 Checks:	1,154,826.12
Less 33 Void Checks:	20,747.94
Total of 356 Disbursements:	<u>1,134,078.18</u>

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
Bank 3 TAX REVOLVING FUND						
12/05/2018	3	7398	DEEDS	REGISTER OF DEEDS	TR RECORD REDEMPTION CERTIFICATES (9)	270.00
12/05/2018	3	7399	REF-TREA	LYNETTE OCHS	TR 241-001-312-115-00 TREASURY OVERTURNE	472.92
12/10/2018	3	7400	DEEDS	REGISTER OF DEEDS	TR RECORD REDEMPTION CERTIFICATES (3)	90.00
12/17/2018	3	7401	REF-TREA	ISAAC OR DEBORAH MORGAN	TR PRE GRANTED DBOR 182-026-200-001-06	223.14
12/17/2018	3	7402	REF-TREA	ARTHUR & PEGGY BISHOP	TR PRE GRANTED DBOR 140-016-312-119-00	133.43
12/17/2018	3	7403	REF-TREA	LANCE & CATHERINE MCKAY	TR PRE GRANTED DBOR 140-011-200-033-02	1,512.81
12/17/2018	3	7404	REF-TREA	MELINDA DEURWEARDER	TR PRE GRANTED DBOR 105-S59-000-007-00	190.63
12/17/2018	3	7405	REF-TREA	ROBERT & KIMBERLY ROSS	TR PRE GRANTED DBOR 104-036-300-008-02	179.73
12/17/2018	3	7406	REF-TREA	WESLEY THOMAS JR.	TR PRE GRANTED DBOR 091-015-400-005-00	720.65
12/17/2018	3	7407	REF-TREA	JOHN OR HELEN MARTIN	TR PRE GRANTED DBOR 080-S19-000-055-00	621.35
12/17/2018	3	7408	REF-TREA	CHARLES L. BALL	TR VETERAN EXEMPTION DBOR 012-V07-068-00	2,025.96
12/17/2018	3	7409	TREAS	CHEBOYGAN COUNTY TREASURER	TR DLQ TAX SURPLUS FROM TAX REVOLVING F	2,983,802.46
12/19/2018	3	7410	REF-TREA	DONALD SWANSON	TR PRE GRANTED DBOR 200-028-300-001-01	759.92
12/19/2018	3	7411	REF-TREA	ISAAC OR DEBORAH MORGAN	TR PRE GRANTED DBOR 182-026-200-001-06	223.14
12/19/2018	3	7412	REF-TREA	JEFFREY OR DEBRA CRAIG	TR PRE GRANTED DBOR 220-005-100-002-00	410.21
12/19/2018	3	7413	REF-TREA	GARY & CYNTHIA PUGH	TR VALUE CHANGE DBOR 130-023-200-002-04	1,291.85
12/19/2018	3	7414	REF-TREA	KAYLEIGH SANTURE	TR PRE GRANTED DBOR 130-005-405-045-04	526.90
12/19/2018	3	7415	REF-TREA	CAROLYN M HODULIK	TR PRE GRANTED DBOR 120-011-300-012-01	451.72
12/19/2018	3	7416	REF-TREA	LARRY OR CHARMAGNE DENISON	TR PRE GRANTED DBOR 210-C16-000-005-00	2,013.24
12/19/2018	3	7417	REF-TREA	HELEN & TYLER BOROWY	TR PRE GRANTED DBOR 200-006-004-012-00	90.89
12/19/2018	3	7418	REF-TREA	CHARLES L BALL	TR VETERAN EXEMPTION DBOR 012-V07-068-00	968.27
12/19/2018	3	7419	TITLE CK	TITLE CHECK LLC	TR TITLE SEARCH FEE - 2016 TAX FORFEITUR	2,247.96
12/20/2018	3	7420	DEEDS	REGISTER OF DEEDS	TR RECORD REDEMPTION CERTIFICATES (21)	630.00
12/26/2018	3	7421	REF-TREA	RONALD & DEBRA GIRARD	TR PRE GRANTED DBOR 241-012-211-110-01	709.02
12/26/2018	3	7422	REF-TREA	DALE & CHRISTINA WOLFORD	TR PRE GRANTED DBOR 161-001-105-048-02	166.97
12/26/2018	3	7423	REF-TREA	MAUREEN HINMON	TR PRE GRANTED DBOR 162-031-100-001-02	390.76
12/26/2018	3	7424	REF-TREA	PATRICIA STANTON	TR PRE GRANTED DBOR 161-L45-000-018-00	1,986.44

3 TOTALS:

Total of 27 Checks:	3,003,110.37
Less 1 Void Checks:	223.14
Total of 26 Disbursements:	<u>3,002,887.23</u>

01/03/2019 10:51 AM
User: DWALINSKY
DB: Cheboygan

CHECK REGISTER FOR CHEBOYGAN COUNTY
CHECK DATE FROM 12/01/2018 - 12/31/2018

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
Bank 5 COUNTY ROAD TRANSFERS						
12/31/2018	5	2100851	CTY ROAD	CHEBOYGAN CTY ROAD COMMISSION	CCR ROAD TRANSFER 12/4/18	112,830.31
12/31/2018	5	2100852	CTY ROAD	CHEBOYGAN CTY ROAD COMMISSION	CCR ROAD TRANSFER 12/6/18	129,292.78
12/31/2018	5	2100853	CTY ROAD	CHEBOYGAN CTY ROAD COMMISSION	CCR ROAD TRANSFER 12/18/18	104,876.40
12/31/2018	5	2100854	CTY ROAD	CHEBOYGAN CTY ROAD COMMISSION	CCR ROAD TRANSFER 12/19/18	148,463.49
12/31/2018	5	2100855	CTY ROAD	CHEBOYGAN CTY ROAD COMMISSION	CCR ROAD TRANSFER 12/28/18	785,768.98

5 TOTALS:
Total of 5 Checks: 1,281,231.96
Less 0 Void Checks: 0.00
Total of 5 Disbursements: 1,281,231.96

01/03/2019 10:51 AM
User: DWALINSKY
DB: Cheboygan

CHECK REGISTER FOR CHEBOYGAN COUNTY
CHECK DATE FROM 12/01/2018 - 12/31/2018

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
Bank 9 INMATE ACCOUNT						
12/10/2018	9	1205	INMATE	SHERIFF INMATE TRUST	INMATES MONEY PAYABLE	2,478.22
12/22/2018	9	1206	INMATE	SHERIFF INMATE TRUST	INMATES MONEY PAYABLE	1,000.00
12/22/2018	9	1207	INMATE	SHERIFF INMATE TRUST	INMATES MONEY PAYABLE	400.00
12/22/2018	9	1208	INMATE	SHERIFF INMATE TRUST	INMATES MONEY PAYABLE	200.00
12/27/2018	9	1209	INMATE	SHERIFF INMATE TRUST	INMATES MONEY PAYABLE	23,127.52 V
12/27/2018	9	1210	INMATE	SHERIFF INMATE TRUST	INMATES MONEY PAYABLE	23,154.07
9 TOTALS:						
Total of 6 Checks:						50,359.81
Less 1 Void Checks:						23,127.52
Total of 5 Disbursements:						27,232.29



Cheboygan County

Board of Commissioners' Meeting

January 8, 2019

Title: Budget Adjustment – Inter-budget Transfer – Payroll Related

Summary:

On the following inter-budget transfer requests are requesting transfers related to a personal services (payroll) line item:

- The amount of Fringe went over-budget during 2018 in the Sheriff's Department Snowmobile Division, however there is available budget in Full-Time to use. This budget adjustment decreases the Full-Time expenditure line item and increases the Fringe expenditure line item by \$10.
- During the 2018 budget process, the number of hours paid for shift differential in the Sheriff's Department was underestimated. This budget adjustment decreases the Holiday Pay expenditure line item and increases the Shift Differential expenditure line items by \$225.
- During 2018, the Sheriff's Department Corrections Overtime went over-budget based on the following reason. Sheriff Department Jail staff had to monitor three separate inmates while admitted to McLaren Hospital in Petoskey with 24/7 supervision. The duration of stay for each inmate ranged from over one week to close to three weeks. This year was especially difficult with inmate hospitalization whereas in past years this was not the case. This budget adjustment decreases the Fringe expenditure line item and increases the Overtime expenditure line item by \$145.
- The amount of Fringe budgeted for 2018 was insufficient and went over-budget in the Clerk's Office, however there is available budget in Advertising in the Elections Department. This budget adjustment decreases the Elections Advertising expenditure line item and increases the Clerk's Fringe expenditure line item by \$1,136.
- During 2018, the Director of Straits Regional Ride moved staff around to provide adequate coverage and added staff to accommodate the Emmet County route expansion. As a result, some expenditure line items went over-budget, however there is available budget in the Full-Time Operators to use. This budget adjustment decreases the Full-Time Operators expenditure line item and increases the Overtime, Full-Time Dispatchers and Part-Time Operators expenditure line items by a total of \$4,269.

Financial Impact:

None – inter-department budget transfer, no additional appropriations. (from 101-332 to 101-332 totaling \$10; from 101-301 to 101-301& 101-351 totaling \$225; from 101-351 to 101-351 totaling \$145; from 101-191 to 101-215 totaling \$1,136 and from 588-599 to 588-599 totaling \$4,269).

Recommendation:

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

Prepared by: James Manko**Department:** Finance

INTERBUDGET TRANSFERS and / or APPROPRIATIONS

DEPARTMENT	OPERATION	AMOUNT	FROM (Line Item # and Name)	TO (Line Item # and Name)
Snowmobile	TRANSFER	\$10.00	101-332-718.00	101-332-712.00
			Full Time	Fringe
PREPARED BY: Diane Ogden				

Approved at the 1/8/19 BOC meeting - Wage Related

Signed

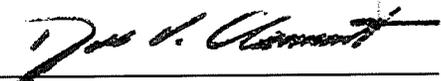
Post date 12/31/18

Date

JEM

INTERBUDGET TRANSFERS AND/OR APPROPRIATIONS

Department	Operation	Amount	From (Line Item# & Name)	To (Line Item # & Name)
Sheriff	Transfer	\$150.00	101-301-703.34 Holiday pay	101-301-703.36 Shift differential pay
Sheriff/ Corrections	Transfer	\$75.00	101-301-703.34 Holiday pay	101-351-703.36 Shift differential pay
		\$225.00		
**To cover expenditures				



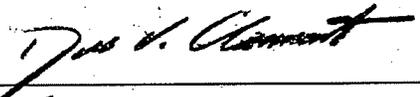
 Signed
 12/18/2018

 Date

Approved at the 1/8/19 BOC meeting - Wage Related
 Post date 12/31/18 JEM

INTERBUDGET TRANSFERS AND/OR APPROPRIATIONS

Department	Operation	Amount	From (Line Item# & Name)	To (Line Item # & Name)
Sheriff/ Corrections	Transfer	\$145.00	101-351-712.00 Fringe	101-351-704.05 overtime
**To cover expenditures				



 Signed

 Date 12/27/2018

Approved at the 1/8/19 BOC meeting - Wage Related
 Post date 12/31/18 JEM

INTERBUDGET TRANSFERS and / or APPROPRIATIONS

DEPARTMENT	OPERATION	AMOUNT	FROM (Line Item # and Name)	TO (Line Item # and Name)
Clerk/Register	TRANSFER	\$1,136.00	101-191-900.00	101-215-712.00
			Advertising	Fringe
PREPARED BY: Diane Ogden				

Approved at the 1/8/19 BOC meeting - Wage Related
Signed
JEM
Date *Post date 12/31/18*

INTERBUDGET TRANSFERS and / or APPROPRIATIONS

DEPARTMENT	OPERATION	AMOUNT	FROM (Line Item # and Name)	TO (Line Item # and Name)
Straits Regional Ride	TRANSFER	\$2,153.00	588-599-718.01	588-599-704.05
			Operators	Overtime
Straits Regional Ride	TRANSFER	\$2,114.00	588-599-718.01	588-599-718.03
			Operators	Dispatchers
Straits Regional Ride	TRANSFER	\$2.00	588-599-718.01	588-599-719.01
			Operators	Operators
Angel had to work extra OT. 2nd FT dispatcher hired 11/27.		\$4,269.00		
	PREPARED BY: Diane Ogden			

Approved at the 1/8/19 BOC meeting - Wage Related
Signature
Post date 12/31/18 *JEM*
Date



Cheboygan County Board of Commissioners' Meeting

January 8, 2019

Title: 2019 Attorney Contract for Delinquency and Child Protection Proceedings.

Summary: Annual renewal of contract

Financial Impact: \$6,000 increase – \$88,500

Recommendation: Approve the 2019 Attorney Contract for Delinquency and Child Protection Proceedings and authorize the Chair to sign.

Prepared by: Judge Daryl P. Vizina

Department: Probate and Family Court

STATE OF MICHIGAN
IN THE CIRCUIT COURT FOR CHEBOYGAN COUNTY
FAMILY DIVISION
2019 ATTORNEY CONTRACT FOR
DELINQUENCY AND CHILD PROTECTION PROCEEDINGS

PURPOSE

To provide high quality legal representation involving delinquency and child protection proceedings in the Family Division of Circuit Court for the indigent of Cheboygan County. To provide the same at a certain and predictable cost, to most efficiently utilize available resources, and to minimize occasions when attorneys shall be unavailable to perform professional services due to ethical and other considerations.

PARTIES

Parties to this contract are the County of Cheboygan, Michigan (hereinafter the County), Ms. Donna Hansel, Mr. Tim MacArthur, Mr. William Keogh, Mr. James Gilbert, and Ms. Nancy B. Lucas Dean (hereinafter the Attorneys).

TERMS

In consideration for the payment of \$88,500.00 from January 1, 2019 to December 31, 2019, divided equally between the Attorneys at the rate of \$1,475.00 per month per attorney. In consideration for the above, the Attorneys will provide all appointed work before the Family Division of Circuit Court relating to delinquency and child protection proceedings.

The above stated payments shall constitute the County's full and complete obligation to the Attorneys under this contract for legal services. Costs of defense are excluded from this payment and specific related legal services are excluded from this

contract amount and are paid separately as set forth in this contract. Said Attorneys are retained by the County only for the purpose and to the extent set forth herein and their relationship with the County shall, during the duration of this agreement, be that of an independent contractor. They shall be free to dispose of such portion of their time, energy, and skill during regular business hours, which they are obligated to devote to fulfill their obligation under this contract. Said Attorneys shall not be considered under the provisions of this contract as having an employee status or as being entitled to participate in any plan, arrangement or distribution by the County pertaining to or in connection with any pension, bonus, or similar benefit for their regular employees.

BILLINGS

Approved costs of defense and billings for Emergency hearings, covered Guardianships and Conservatorships, Mediation, Foster Care Review Board and Appeals shall be billed on an at least bi-monthly basis. Contract payments do not require a billing but will not be paid until the court is satisfied the contract attorney has complied with the Practice Standard set forth in the next section.

PRACTICE STANDARD

In addition to the Michigan Rules of Professional Conduct, the Attorneys shall fulfill the practice requirements contained in **MCL 712A.17d**. A copy of that section is attached to this contract and incorporated by reference. Special attention is directed to **MCL 712A.17d(1)(d)**, which sets forth the following duty of lawyer-guardian ad litem: **Before each proceeding or hearing, to meet with and observe the child, assess the child's needs and wishes with regard to the representation and the issues in the case, review the agency case file and, consistent with the rules of professional**

responsibility consult with the child's parents, foster care providers, guardians, and caseworkers. Also important to consider is MCL 712A.17d(2) which places the burden on the Lawyer/G.A.L. to bring to the attention of the court a situation where their determination of the child or children's best interest is in conflict with the child or children's position. This requirement is now also set forth in SCAO form JC82. (copy attached) The court will inquire at each hearing on compliance by the lawyer G.A.L. In addition each attorney will be required to file a monthly report confirming compliance. (see form attached)

The court further adopts the following local practice standards:

1. Unless delayed by a prior hearing all matters will begin promptly at the time scheduled.
2. Conferences with clients should be arranged and conducted prior to the time set for hearing.
3. Non-court scheduled settlement conferences are encouraged but should be conducted so that the hearing may begin on time.
4. Court appointed attorneys shall not incur unusual expense without prior approval by the court. This includes, but is not exclusive of, expenses involved in expert witness fees, depositions, medical/psychological examinations, out-of-county travel, and the like.
5. Children's attorneys and guardian ad litem are expected to meet with their clients prior to adjudicative, dispositional and review hearings. When feasible, the children's attorney or guardian ad litem should be familiar with the minor's home-setting and out-of-home placement. Agencies should be

contacted to arrange contact with the minors if unable to visit at their placement.

6. Foster parents should be consulted prior to adjudication, disposition and review hearings and called as witnesses when appropriate. To assist attorneys in getting information from foster parents a report sheet will be provided to attorneys to either mail or fill out after phone contact to then be provided to the court. (copy attached)
7. In addition to counsel, adjournments in Delinquency matters must be approved by the juvenile officer or FIA worker, and adjournments in Neglect Abuse matters must be approved by the caseworker. In all cases notice of the adjournment must be provided to the approving officer or worker.
8. **Counsel and their staffs are responsible for resolving scheduling conflicts when they arise with another court. When a scheduling conflict arises, counsel must use reasonable efforts to find replacement counsel, or both courts should be notified of the scheduling conflict so a resolution can be obtained either by taking a matter out of order or by seeking the cooperation of counsel and the other judge in handling the matter expeditiously. Time is increasingly of the essence to the court with the new two county circuit and is of equal importance to your co-counsel and the parties.**
9. To assist the court in avoiding scheduling conflicts you should advise the court of vacations, seminars, lengthy trials, or other circumstances of unavailability so the court will avoid appointing or scheduling you on those dates.

BENCHBOOKS

To assist court appointed counsel in attaining high practice standard the court has provided each attorney with the most recent Benchbooks for both DL and NA proceedings and the Lawyer Guardian Ad Litem Protocol. These benchbooks are the property of the court and are to be turned in to the court or passed on to the successor attorney when leaving the contract.

Emergency Hearings

Occasionally a hearing will be held on a Saturday. These hearings are excluded from the contract and paid at a rate of \$75.00 per hour by the County after Court approval of the attorney's statement of service.

Guardianships and Conservatorships

Also excluded from the contract are appointments in Guardianships and conservatorships involving minors. These matters are paid at a rate of \$50.00 per hour by the County after Court approval upon receipt of the attorney's statement of service. The only exception is if a Guardianship or Limited Guardianship is used to resolve a neglect matter, then your representation is included until the petition is granted by the court and your NA representation ends.

Mediation

Permanency Planning mediation is not included in the contract. An attorney may bill \$150.00 as a flat rate for each mediation to cover preparation and attendance. If the mediation goes beyond two hours you are allowed to bill \$50.00 per hour after the first two hours. These sums are to be paid by the County after Court approval upon receipt of the attorney's affidavit of service.

Foster Care Review Board

Your attendance at Foster Care Review Board hearings is required. Upon submittal of the attorney's affidavit of service, you will be paid \$50.00 for each hearing you attend by the County after Court approval.

Team Decision Making

Your attendance at DHS team decision making meetings is deemed by the court to be included in the contract as part of your representation of your client(s).

APPEALS

This contract does not include appeals from decisions or judgments in the Family Division (delinquency or child protection proceedings) or the defense thereof. The Court, in its discretion, and with the consent of the Attorney, may appoint an Attorney to prosecute or defend such appeals. If appointed, the Attorney will be reimbursed at an hourly rate which is currently \$50.00 per hour. Costs are addressed in the next paragraph. Travel to the Court of Appeals, overnight lodging and meals are considered ordinary costs. These sums are paid by the County after Court approval upon receipt of attorney's affidavit of service.

COST OF DEFENSE

Payments received by said Attorneys shall be for fees only. Extraordinary costs including, but not limited to depositions, investigative fees, witness fees, expert witness fees, out of county travel, or transcript fees shall not be the responsibility of the Attorney. Said costs of defense shall be paid by the County. **However, the Attorney shall obtain prior written approval of the Court by motion or otherwise for said costs based on adequate justification and estimation of same. The court will grant authority verbally if the circumstances warrant it followed by written approval. The written**

order or approval shall include a direction that the billing be submitted to the Cheboygan County Probate Court, PO Box 70, 870 S. Main, Cheboygan, Michigan, 49721.

CONFLICTS OR CIRCUMSTANCES PRECLUDING REPRESENTATION

It is understood that there may be occasions when conflicts or other circumstances preclude said Attorneys from representation a specific party. In such event, the court may appoint another attorney (outside the contract attorneys herein) at the Court approved rate, with no deduction from the amount due Attorneys to this contract provided; however, the only occasion when appointment of an attorney other than those named in this contract would be appropriate would be if appointment of an Attorney would violate the canons of legal ethics or Michigan law.

DISABILITY OF ATTORNEYS

In the event any or all Attorneys to this contract shall become unable to perform their duties fully by reason of illness or incapacity of any kind and such condition shall continue for more than thirty (30) days, further payment to such Attorney under the contract shall terminate with full payment up to the date of termination.

TERMINATION

In the event any of the Attorneys to this contract ceases to be an active member of the State Bar in good standing, or shall become otherwise disqualified to practice law in Michigan, this contract shall automatically and immediately be terminated as to that individual attorney with full payment up to the date of termination.

It is further agreed that the County shall have the right to terminate this contract, as to an individual Attorney, upon the occurrence of any of the following events with full payment up to the date of termination:

1. Fraud, dishonesty, or other misconduct in the performance of legal services by an Attorney.
2. An Attorney's failure or refusal to faithfully or diligently perform the provisions of this contract or the usual and customary duties of his/her profession.
3. It is understood the purpose of this contract is to have an Attorney available to individual or specific case. Therefore, in the event the contract shall terminate, or expire, or not be renewed, the Attorney's obligations there under shall also terminate. In this event, it shall be the duty of the County, at its expense, to immediately provide replacement legal services to complete the pending case or cases as well as service new cases.

In addition to termination hereof provided elsewhere in this contract, the same may be terminated upon the mutual consent of all the parties hereto with full payment up to the date of termination.

CONTRACT RENEWAL

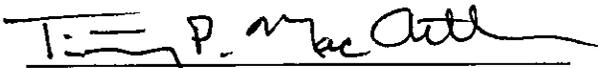
This contract is subject to renewal by the parties on an annual basis. For those attorneys who express the intent to continue in the subsequent year this contract shall remain in full force and effect until either a new contract or an extension is executed by all parties.

Dated: 12-18-18



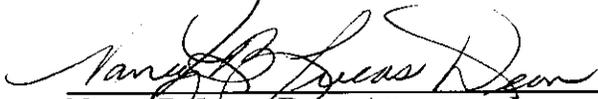
William Keogh, Attorney at Law

Dated: 01-2-19



Tim MacArthur, Attorney at Law

Dated: Dec. 17, 2018



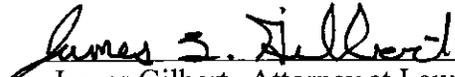
Nancy B. Lucas Dean, Attorney at Law

Dated: 12-19-18



Donna Hansel, Attorney at Law

Dated: 12/27/18



James Gilbert, Attorney at Law

Dated: 1/2/19



Hon. Daryl Vizina, Cheboygan County
Probate/Family Court Judge

Dated: _____

John Wallace, Chairperson for County of
Cheboygan

BAY COUNTY BOARD OF COMMISSIONERS

DECEMBER 18, 2018

RESOLUTION

BY: Bay County Board of Commissioners (12/18/18)

WHEREAS, Michigan's Republican dominated legislature is pushing forward measures aimed

at hamstringing newly elected State Officials who will take office in January; and

WHEREAS, Republicans have already sent legislation to Governor Snyder that would make it

much harder for executive branch agencies to issue regulations that are stricter

than federal ones, strip campaign finance regulation authority from the newly

elected Democratic Secretary of State, give the Legislature an unchallenged voice

in lawsuits overseen by the newly elected Democratic Attorney General and prevent

newly elected officials from forcing nonprofit political advocacy groups to disclose

who bankrolls their campaigns; and

WHEREAS The Legislature's moves are unsettling to some members of both parties; and

WHEREAS, The blatant misuse of power in the lame duck session will continue to drive a wedge

between the elected officials in Lansing where efforts should be underway to seek

common ground in their representation of the citizens of Michigan; Therefore, Be

It

RESOLVED That the Bay County Board of Commissioners calls on Governor Snyder to veto any

and all new legislation that changes existing law pertaining to the duties of the

Governor, Secretary of State and Attorney General; Be It Finally

RESOLVED That copies of this resolution be forwarded to Governor Snyder, our local State

representatives and the other 82 Michigan counties.

THOMAS M. HEREK, CHAIR AND BOARD

Coonan - Lame Duck Session Resolution sponsored by Commissioner Kim Coonan, 4th District

MOVED BY COMM. DURANCZYK

SUPPORTED BY COMM. COONAN

Table with 12 columns: COMMISSIONER, Y, N, E, COMMISSIONER, Y, N, E, COMMISSIONER, Y, N, E. Rows include Michael J. Duranczyk, Kim J. Coonan, Michael E. Lutz, Ernie Krygier, Thomas M. Herek, Vaughn J. Begick, and Tom Ryder.

VOTE TOTALS: ROLL CALL: YEAS NAYS EXCUSED VOICE: X YEAS 6 NAYS 1 EXCUSED 0

DISPOSITION: ADOPTED X DEFEATED WITHDRAWN AMENDED CORRECTED REFERRED

**KALKASKA COUNTY BOARD OF COMMISSIONERS
RESOLUTION 2018-45
OPPOSING SENATE BILL 396
FOREST INDUSTRY WEIGHT LIMIT EXEMPTIONS**

At the Regular/Reconvene of the Annual Meeting November 12, 2018, present Commissioners Truman Bicum, David Comai, Patty Cox, Craig Crambell, Kohn Fisher, Stuart McKinnon and James Sweet:

WHEREAS, Roads are the backbone to the social, cultural and economic stability of Kalkaska County and the State of Michigan; and

WHEREAS, Senate Bill (SB) 396 (S-5) passed and reported out of the Senate Transportation Committee on September 6, 2018 allows exemptions from seasonal weight restrictions (aka "frost laws") to the forest product industry during the spring thaw when roads are the most vulnerable to damage from heavy loads; and

WHEREAS, It is a fact in Kalkaska County and throughout the northern states that roads become soft in the spring and applying unrestricted 164,000-pound truck loading on soft roads, is in our opinion, poor public policy; and

WHEREAS, SB-396 also grants exemptions to the forest industry that will allow the hauling of forest products and transport of equipment on the public road system without obtaining permits from road authorities at all times of the year; and

WHEREAS, the provisions from SB 396 will result in damage to the public road system; and

WHEREAS, the provisions of SB 396 will negatively impact the traveling public accessing the road system, resulting in burdening road authorities with expensive reactive maintenance repairs and significantly increased taxpayer costs to maintain the public road system; and

WHEREAS, the provisions in SB 396 and subsequent impacts to the local road system will negatively impact the health, safety and welfare of Kalkaska County residents and the traveling public; and

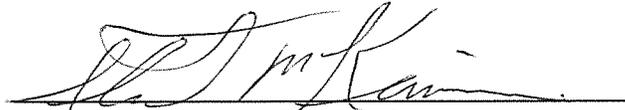
WHEREAS, the Kalkaska County Road Commission and other road commissions throughout the State of Michigan work closely with the logging industry to keep the economic vitality of the Townships, Counties and the State of Michigan moving by continuously monitoring road conditions and permitting the logging industry to move equipment and material on roads when the roads can structurally support such loading without negatively impacting the road system and traveling public;

THEREFORE, BE IT RESOLVED, that the Kalkaska County Board of Commissioners hereby strongly opposes SB 396; and

BE IT FURTHER RESOLVED that a vote hereon be taken by aye and nay and spread at large on the minutes of the Board.

Motion by Fisher. Supported by Comai. Roll call vote: Fisher, yes; Comai, yes; Bicum, yes; Cox, yes; Crambell, yes; Sweet, yes; McKinnon, yes. 7 yeas 0 nays. **Carried**.

RESOLUTION DECLARED ADOPTED

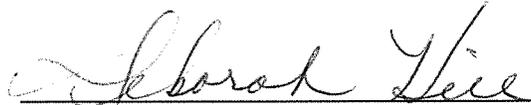


Stuart McKinnon, Chairperson
Kalkaska County Board of Commissioners

I, the undersigned, County Clerk of Kalkaska County, Kalkaska, Michigan, do hereby certify that the foregoing is a true and correct copy of certain proceedings taken by the Kalkaska County Board of Commissioners of said municipality at a regular meeting held on November 12, 2018 relative to adoption of the resolution therein set forth; that said meeting was conducted and public notice of said meeting was given pursuant to and in full compliance with the Open Meetings Act, being Act 267, Public Acts of Michigan, 1976, and that the minutes of said meeting were kept and will be or have been made available as required b said Act.

STATE OF MICHIGAN)
County of Kalkaska)

November 12, 2018



Deborah Hill, Kalkaska County Clerk

RESOLUTION DECLARED ADOPTED.

Leslie D. Housler
Leslie D. Housler, Chairman, Wexford County Board of Commissioners

Elaine L. Richardson
Elaine L. Richardson, County Clerk

STATE OF MICHIGAN)
) ss.
COUNTY OF WEXFORD)

I hereby certify that the foregoing is a true and complete copy of Resolution 18-37 adopted by the County Board of Commissioners of Wexford County at a regular meeting held on December 5, 2018, and I further certify that public notice of such meeting was given as provided by law.

Elaine L. Richardson
Elaine L. Richardson, County Clerk

Minutes of a regular meeting of the Wexford County Board of Commissioners, held at the Wexford County Courthouse, 437 E. Division St., Cadillac, Michigan on the fifth day of December 2018 at 5:30 p.m.

PRESENT: Commissioners Robert Hilty, Mike Bengelink, Michael Bush, Gary Taylor, Judy Nichols, William Goodwill, and Leslie Housler;

ABSENT: Commissioners Michael MacCready and Julie Theobald

The following preamble and resolution were offered by Commissioner Nichols and supported by Commissioner Bengelink.

**RESOLUTION NO. 18-37
OPPOSING SB 1031**

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

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

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

WHEREAS, SB 1031 was reported favorably by the Senate Committee on Finance without amendment for immediate effect to the Committee of the Whole on November 13, 2018.

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

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

A ROLL CALL VOTE WAS TAKEN AS FOLLOWS:

AYES: Goodwill, Hilty, Bengelink, Bush, Taylor, Nichols, and Housler;

NAYS: None

CHEBOYGAN COUNTY BOARD OF COMMISSIONERS
Finance/Business Meeting
December 11, 2018

The Finance/Business Meeting of the Cheboygan County Board of Commissioners was called to order in the Commissioners Room by Commissioner Wallace at 9:30 a.m.

Roll called and a quorum present.

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

Absent: None

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

Motion by Commissioner Newman, seconded by Commissioner Bolinger, to approve the agenda with the following changes: to pull Huron County Resolution under correspondence and adding under New Business: J. Schedule 2019 Organizational Meeting. Motion carried with 7 yes, 0 no and 0 absent.

Motion by Commissioner Gouine, seconded by Commissioner Sangster, to approve the consent agenda adding G. Huron Loan Subordination Request – Project H-09-294 and revision of B. 3) Inter-budget Transfers as follows:

- A. Approve Monthly Finance Claims (Finance Total = \$260,791.45: Prepaid Total = \$643,152.15)
- B. Budget Adjustments as follows:
 - 2018 Raise Revenue/Expenditures
 - 1) Fund 101 Total Budget Increase Totaling \$25,000
 - 2) Fund 231 Total Budget Increase Totaling \$8,000
 - 3) Fund 595 Total Budget Increase Totaling \$15,000
 - 2018 Inter-budget Transfers
 - 1) From 101-191 to 101-191 Totaling \$868
 - 2) From 101-302 to 101-332 Totaling \$3,659
 - 3) From 101-351 to 101-351 Totaling \$1,500
- C. SRR Letter of Understanding
- D. MSU-E MOA
- E. 2019 Remonumentation Grant Application
- F. Cheboygan County Public Defenders 2018-2019 Contract Amendment
- G. Housing Loan Subordination Request – Project H-09-294
- H. Correspondence:
 - 1. ~~Huron County Resolution in Opposition of Senate Bill 396~~
 - 2. Livingston County Resolution in Support of House Bill 4986
 - 3. NLEA President's Report – October 2018
- I. Minutes:
 - 1. Committee of the Whole Meeting of October 23, 2018, Finance/Business Meeting of November 13, 2018, and Committee of the Whole Meeting of November 27, 2018
 - 2. District No. 4 Health Board – 10/16/18
 - 3. NEMCSA – 11/2/18
 - 4. Planning Commission – 10/3/18, 10/17/18 & 11/7/18
 - 5. City Council – 10/23/18 & 11/13/18

6. Special City Council – 10/23/18
7. Board Appointments & Procedures – 7/2/18
8. County Road Commission – 10/18/18 & 11/8/18
9. NCCMH – 10/18/18
10. NEMCOG – 8/16/18 & 9/20/18

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

Public hearing opened at 9:30 a.m.

Commissioner Wallace opened the public hearing regarding the proposed 2019 Cheboygan County Budget. Finance Director James Manko highlighted the 2019 proposed budget contents and process for those in attendance. The final recommended budget includes the use of approximately \$1,276,929 of general fund balance compared to \$681,056 last year. In summary the proposed 2019 Cheboygan County Budget, with all funds included, tallied up to \$37,342,756. Of this total, \$13,645,042 represents the general fund and the remaining \$23,697,714 represents all other funds. He stated that the public hearing was the last step in the budget process before the budget was approved. Administrator Lawson stated that also as part of the process, the county board needed to set the millage for the next year that will be levied on tax payers. The projected millage is 5.7284 mills for the general county operations, one-half mill for the senior citizen millage operation and funding the ambulance operations to 0.2993 mills. There also will be one mill levied for road improvements through the road millage and up to one-half a mill levied for the CCE 911 800 MHz radio projects subject to any Headlee rollback.

Motion by Commissioner Sangster, seconded by Commissioner Bolinger to close the public hearing regarding the proposed 2019 Cheboygan County Budget. Motion carried with 7 yes, 0 no and 0 absent.

Public hearing was closed at 9:36 a.m.

Citizens Comments - None

Scheduled Visitors

Commissioner Wallace stated certificates of appreciation would be presented to six (6) individuals who will be leaving county government for various reasons, including retirement.

Commissioner Wallace presented a Certificate of Appreciation to Tim Mason for his 41 1/2 years of service with the Cheboygan County as the Maintenance Director. Mr. Wallace commented that he has been around too many different county buildings in his time serving the county and the Cheboygan County Building is by far the best maintained facility of any of them in the north. He thanked him for his hard work throughout these years. Administrator Lawson thanked him for all of his years of service, saying he's not sure the county will ever see someone with that many years worked again. Undersheriff Tim Cook congratulated Tim Mason for his service because without him the new jail expansion would not have happened.

Commissioner Wallace and Administrator Lawson presented a Certificate of Appreciation to Debra Keller for her 29 years of service with 89th District Court as the Deputy Criminal Clerk, Jury Clerk and Collections Clerk.

Commissioner Wallace and Administrator Lawson presented a Certificate of Appreciation to Robert Bolinger for his 14 years of service as a Board of Commissioner in District 7. Commissioner Wallace commented that the reality was Bob has been here in the sixties and he was the Nunda Supervisor so he's got probably has 50 years of service or better.

Commissioner Wallace and Administrator Lawson presented a Certificate of Appreciation to County Commissioner Karen Johnson for her 1 ½ years of service with Cheboygan County as a Board of Commissioner in District #1. He commented that she was not finished serving the people of Cheboygan County and she will most likely be appointed to serve on the committee that will be taking on the county's solid waste management plan in the future. Commissioner Johnson stated that she just wanted to thank the whole board for giving her the opportunity and appointing her as District 1 Commissioner in the absence of Chris Brown.

Commissioner Wallace and Administrator Lawson presented a Certificate of Appreciation to Judge Robert J Butts for his 18 years of service as the Cheboygan County Probate Court Judge as he would be retiring at the end of this year. Prior to being Probate Judge, he also worked as a Public Defender and a lawyer in the community, which totaled around 36 years. Judge Butts accepted his certificate of appreciation on behalf of all of his staff and those who have helped him make his extended stay in the county possible.

Commissioner Wallace and Administrator Lawson presented a Certificate of Appreciation to Judge Scott L. Pavlich for his 20½ years of service as the 53rd Circuit Court Judge. Judge Pavlich stated he appreciated the certificate and the work that the Board of Commissioners does. This is a small community where everyone knows everyone and allows us to work together. We can recognize what the problems are and, hopefully, find solutions.

Finance Director's Report

Finance Director James Manko presented the General Fund Revenue and Expenditure Report for October 31, 2018. He reported total year-to-date revenue of \$10,612,830.43, or 67.26% of the budget, compared to \$10,268,357.04, or 84.03% of the budget last year at this same time. An explanation was given of each line that was fluctuating with any changes +/- \$25,000. He also reported on the total year-to-date expenditures of \$9,263,277.71, or 58.71% of budget, compared to \$9,030,735.93, or 73.90% last year as of the end of October 31, 2017. An explanation of the deficit balance accounts was given and a report on the Cash Summary by Fund with a beginning balance as of October 1, 2018 of \$24,561,991.37 and an ending balance as of October 31, 2018 of \$22,724,013.95. An explanation was given for the six (6) funds with a negative cash balance.

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

Administrator's Report

Administrator Lawson gave an update on the Civil Counsel Agreement for Services. Our Civil Counsel Agreement for Services expires at the end of this year. The County had

Administrator Lawson gave an update on the Jail Project. Internal work continues in the kitchen and dorm areas. Contractors are making final installation of the kitchen equipment. The contractor will be meeting with staff to develop a final punch list for the project. Coordination has started with the door security and camera security contractor to complete system

installation. This project is nearing completion. The food vendor will be in shortly to review the kitchen and do some training.

The storage building contractor will be meeting with staff to develop a final punch list for the project. DTE Energy and Consumers Power have completed their service installations and the base coat paving has been completed. In the spring there will be some final paving work to be done in the parking lot and the driveway, when the weather improves enough to allow the work.

Administrator Lawson gave an update on the on the NLEA Broadband Consortium. The Board of Commissioners approved a resolution of support to develop a High Speed Internet Consortium Agreement for consideration by participating NLEA Counties. An agreement is near completion and will be provided for legal counsel review. NLEA would like the Board of Commissioners to consider approval of the agreement at their January 8, 2019 meeting. The objective is to have the first consortium meeting held on January 17, 2019.

Administrator Lawson gave an update on the CCE 911 Radio Project. Staff and the Treasurer will be meeting with Bond Counsel and Financial Advisers to begin the installment Loan Purchase to secure proceeds for the project. Staff will be attending the 911 TAC Committee Meeting concerning the radio equipment purchase schedules and coordination.

Administrator Lawson gave an update on a Foreclosure Lawsuit pending with other counties. A class action suit has been filed, contending that when money is derived from a tax sale, only the portion of sale revenues needed to pay the taxes, penalties and interest should be kept by the governing body and any sales revenues above that should go back to the property owners. Treasurer Buffy Weldon stated that she has not yet been served. This lawsuit was on the foreclosure property from the last two years.

Civil Counsel Bryan Graham presented the legal options for the term of office for the Board Chairperson. He stated that he sends a memo and a resolution at the end of each election cycle to the Board of Commissioners. MCL 46.3(4) provides:

The county board of commissioners of a county shall elect 1 member as chairperson and 1 member as vice-chairperson. The chairperson shall be elected each odd numbered year for a 2-year term, unless the county board of commissioners provides by resolution that the chairperson shall be elected annually for a 1-year term. The vice-chairperson shall be elected annually for a 1-year term. The election of a chairperson or vice-chairperson shall take place at the first meeting of the county board of commissioners in a year in which a chairperson or vice-chairperson, respectively, is to be elected. The term of a chairperson or vice-chairperson shall begin upon his or her election. A resolution providing for a 1-year term for the chairperson does not shorten the term of office of a sitting chairperson elected for a 2-year term. The general rule is that the person elected as chairperson of the board serves for a term of two years. However, the statute provides that the board, by resolution, can provide that the chairperson be elected annually for a one-year term. He stated if there were any questions concerning their legal options for the election of the board chairperson, please let him know.

Committee Reports

Commissioner Sangster attended a Board Appointments & Procedures Meeting and accepted the recommendations for the following reappointments.

Motion by Commissioner Sangster, seconded by Commissioner Gouine, to reappoint Charles Brew, Thomas Palmer and Marcia Rocheleau to the Cheboygan County Airport Authority for a 3-year term commencing January 1, 2019 through December 31, 2021; to reappoint David McKinley and Calvin Oxley to the Cheboygan County Construction Code Board of Appeals for a 2-year term commencing January 1, 2019 through December 31, 2020; to reappoint Keith Ginop, Matt Horrocks, and Ron Williams to the Cheboygan County Fair Board for a 3-year term beginning January 1, 2019 through December 31, 2021; to appoint Zachary Taylor to the Cheboygan County Fair Board for a three (3)-year term beginning January 1, 2019 through December 31, 2021; to appoint Beaurigard Johnson to replace Nate Howell who resigned from the Cheboygan County Fair Board for a 1-year term beginning January 1, 2019 through December 31, 2019; to reappoint Harold Borowicz and Michael Kavanaugh to the Cheboygan County Planning Commission for a 3-year term commencing December 16, 2018 through December 15, 2021; to reappoint Curt Stewart to the Cheboygan County Waterways Commission for a 3-year term commencing January 1, 2019 through December 31, 2021; to reappoint John A. Thompson and Carol Sherwood to the Cheboygan County Zoning Board of Appeals for a 3-year term commencing January 1, 2019 through December 31, 2021; and to reappoint Ed Ginop and Barbara Lennon to the Cheboygan County Department of Public Works for a 3-year term commencing January 1, 2019 through December 31, 2021. A roll call vote was carried. Motion carried with 7 yes 0 no and 0 absent.

Old Business - None

New Business

Finance Director James Manko presented the 2018 Budget Amendment – Fund 401 Court House Preservation. A review of project costs associated with the Jail Project identifies that the Court House Preservation Fund budget needs to be amended at year-end to account for the remaining estimated 2018 project costs from the following contractors: BCI Construction LLC \$127,048; Kujawa Construction \$84,107 and Presidio \$108,845 totaling \$330,000.

Motion by Commissioner Newman, seconded by Commissioner Sangster, to approve the budget amendment to raise revenues and expenditures for \$330,000 in the line items. A roll call vote was taken. Motion carried with 7 yes, 0 no and 0 absent.

Administrator Jeff Lawson presented the 2019 Fee Resolution #18-22. This list included all fees charged by the County that were not statutorily set. Proposed 2019 fee changes: **Building Safety** - we are proposing changes to the Fee Schedule in order to more appropriately cover the costs of the Building Safety Department Services. The proposed fees change the multiplier used to calculate permit fees. The residential multiplier would change from .0059 to .0061.

Commissioner Gouine commented that if there were delays in inspections and proposed fee changes then there should be better service. He stated that he noticed that income from the permits were down. He suggested that the Administrator look into the inspectors logs so as to try to improve their efficiencies and report back to the Board. Commissioner Sangster wanted to know what the final impact was in the department. Administrator Lawson stated the reason why they take this approach was to make small increases each year versus a very large increase. It is a balance between how much of a percentage do we want to fund this department out of the general fund versus how much would be done by the person pulling the permit.

Residential trade permit fees (plumbing, mechanical, electrical) will not be changed. This year we propose again a small incremental fee increase of the commercial multiplier from .006 to .0063. **Recycling** – Change fee per household from \$24 to \$25, which is the maximum permitted by statute. Change non-participating fee for residents from \$36 to \$38 per household, which includes hazardous waste drop-off. **County Road Loan Program** – The Cheboygan County Township Road Loan Program Policy 300-6 requires that the Board of Commissioners set an interest rate for all road loans on an annual basis. The interest rate for all loans originated during 2019 will be 4.8%, based on the month end average of the Federal Prime Rate from December 2017 through November 2018. **Equalization** – Create new cost categories for Date Exports: 250 parcels or less \$25 (no change); 250 – 2,499 parcels \$100 (new); \$2,500 – 9,999 parcels \$400 (new); 10,000 -19,999 parcels \$750 (new); 20,000 – entire County \$1,100 (\$100 increase) and Personal Property Statements .35 to .55 to cover our cost from outside vendors. **GIS** – Change fee for Digital Data (parcel road & water layer only) from \$50 to \$60; change fee for Digital Data map (parcel road & water layer only) \$750 to \$825 and change fee for custom (map parcel, road & water layer only) from \$8 to \$15.

Motion by Commissioner Newman, seconded by Commissioner Matelski, to adopt Resolution #18-22 – 2019 Fee Resolution to become effective January 1, 2019 and authorize the Chair to sign. A roll call vote was taken. Motion carried with 7 yes, 0 no and 0 absent.

Finance Director James Manko presented the 2019 Salary & Wage Resolution – Non-Union Employees Resolution #18-23. In the past from 2016 – 2018, these pay increases were based on a percentage of how far ahead or below the position was compared to the comparable counties, which there were five (5) within the region. This was the first year that the county has gotten out of that. In order to keep pace with the regional wage comparable and cost of living increase for 2019, the majority of the positions are recommended at a 3% pay increase. He highlighted a few of the positions as follows: The Administrative Assistant in the Administrator's Office and the Office Manager/Confidential Secretary position in the Sheriff's Department were being adjusted to correspond with the Chief Deputy wages in the Clerk's Office and the Treasurer's Office; Equalization Director's salary was adjusted to be competitive with comparable counties within the region; in the Friend of the Court the Union-Clerk II position has been reclassified to the Union-Assistant to the Friend of the Court position; Probate Court/Juvenile Probation/Childcare Department positions have been increased from 35 hours a week to 37.5 hours per week. An increase in Childcare fixed costs reimbursements have been used to offset the additional costs; the SAYPA Program is being reorganized. The Intensive Probation Officer #2 will also be the SAYPA Program Director. The hours per week for this position were increased from 35 hours to 40 hours. A Program Manager position was created at 35 hours per week; the Detective Lieutenant Position wage was increased to be 5% higher than a F.O.P. Sergeant Position wage. The Detective Lieutenant Level II Position wage was set to match a F.O.P. Sergeant Position wage; the Straits Regional Ride Transportation Manager salary was adjusted to be competitive with comparable transit agencies; the Straits Regional Ride Administrative Support Position has been reclassified to Operations Manager to accommodate administrative responsibilities from the expansion of the transportation program Administrator Jeff Lawson added a couple other notes stating that he would like the Board to consider when Probate Registrar/Court Administrator Patty Hansen retires at the end of January, a pay increase of 3% be given to her for the month of January. He clarified under the Detective Lieutenant Positions stated that there would most likely be a retro pay early in 2019. When these positions were reviewed, they were supposed keep pace as noted here for 2017-2018 and they did not. Straits Regional Ride Operational Manager was listed as an hourly rate, but it most likely will be moved to a salary position sometime early in 2019 after a review of job

duties. Commissioner Newman commented on the Administrator's salary. He stated that he disagreed with the 1% pay increase allocated to him because everyone else was receiving a 3% or greater pay increase. The administrator has done an outstanding job. He has multi-tasked beyond belief this past year with all of the new expansions and things that have been done to the building and he believed that he should receive a 3% pay increase.

Motion by Commissioner Newman, seconded by Commissioner Gouine to adopt the 2019 Salary and Wage Resolution – Non-Union General Employee #18-23 with the correction of changing the Administrators pay increase from a 1% to a 3% pay increase and authorize the Chair to sign. A roll call vote was taken. Motion carried with 7 yes, 0 no and 0 absent. (Copy can be obtained from the County Clerk's Office).

Treasurer Buffy Weldon presented the Delinquent Tax Revolving Fund Surplus Request for Transfer and Resolution. In December of each year, the County Treasurer submitted a Surplus Request for Transfer along with a Resolution prepared by the Finance Director to the Board of Commissioners identifying a surplus from the Delinquent Tax Revolving Fund and the transfer of those funds. All or a portion may be transferred into the General Fund of the County by the Board of Commissioners. Although, the law requires the County Treasurer to declare a surplus, this action provided for the surplus to be approved, transferred and moved to the appropriate funds. Pursuant to the State Statute in MCL 211.87b (7), specifically authorized the transfer of a "surplus" to the County General Fund by appropriate action of the Board of Commissioners. She was pleased to report that there was \$2,983,802.46 in the Delinquent Tax Revolving Fund that could be moved into the General Fund.

Motion by Commissioner Gouine, seconded by Commissioner Matelski, to adopt the following Resolution and instruction the Treasurer to move funds.

Resolution #18-24

NOW, THEREFORE, BE IT RESOLVED that

1. Pursuant to the authority granted under MCL MCL 211.87b (7) the amount of the Surplus Funds specified in Recital E of this Resolution is hereby transferred from the Delinquent Tax Revolving Fund to the county General Fund.
2. Pursuant to the authority granted under MCL MCL 141.436(3) the following amounts are hereby transferred from the county General Fund to the following described funds maintained by the county:
 - a. An amount not to exceed \$2,813,802.46 shall be transferred to the Courthouse Preservation Fund.
 - b. An amount not to exceed \$115,000 shall be transferred to the Doris Reid Building Capital Project Fund.
 - c. An amount not to exceed \$55,000 shall be transferred to the Animal Control Capital Project Fund.
3. All resolutions and parts of resolutions insofar as they conflict with the provisions of this Resolution are hereby rescinded.

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

Administrator Jeff Lawson presented the Inverness Sewer Rate Increase. The City of Cheboygan has increased their sewer rates. The new rates for the Inverness Township Sewer

District are increased similar to City rates from \$5.20 to \$8.48 per Residential Equivalent Unit (REU) to cover costs related to sewer operation and maintenance. Inverness Township approved the rate increase at their October 2, 2018 meeting. Under Paragraph A.5 of the Sewer Contract/Management Agreement between the County, Inverness Township and the City of Cheboygan, rate increases are subject to approval by the County.

Motion by Commissioner Newman, seconded by Commissioner Gouine, to approve the sewer rate increases for the Inverness Township Sewer District from \$5.20 to \$8.48 per Residential Equivalent Unit (REU). A roll call vote was taken. Motion carried with 7 yes, 0 no and 0 absent.

Administrator Jeff Lawson presented the AFSCME Union Contract for 1/1/2019 -12/31/2021.

Motion by Commissioner Sangster, seconded by Commissioner Matelski to approve a three (3)-year contract effective January 1, 2019 between Cheboygan County Board of Commissioners – Cheboygan County Clerk, Cheboygan County Treasurer, Cheboygan County Prosecutor and the American Federation of State County and Municipal Employees Council No. 25 AFL-CIO and the Cheboygan County Building Employees Chapter of Local No. 1325 (AFSCME) and authorize the Chair to sign. A roll call vote was taken. Motion carried with 7 yes, 0 no and 0 absent.

Administrator Jeff Lawson presented the GELC Union Contract for 1/1/2019 – 12/21/2021.

Motion by Commissioner Gouine, seconded by Commissioner Bolinger to approve a three (3)-year contract effective January 1, 2019 between the Cheboygan County Board of Commissioners – the Cheboygan County Sheriff – the Sheriff’s Department Correction Employees and the Governmental Employees Labor Council and authorize the Chair and Administrator to sign. A roll call vote was taken. Motion carried with 7 yes, 0 no and 0 absent.

Finance Director James Manko presented the adoption of Budget Resolution #18-25 and the 2019 Cheboygan County Budget.

Motion by Commissioner Sangster, seconded by Commissioner Bolinger to adopt Resolution #18-25 and the 2019 General Fund budget in the amount of \$13,645,042 and all other funds budgets with a combined total of \$23,697,714 resulting in a Cheboygan County budget in the amount of \$37,342,756.

RESOLUTION 18-25

**RESOLUTION TO ADOPT
THE 2019 CHEBOYGAN COUNTY BUDGET AND
GENERAL APPROPRIATIONS ACT**

WHEREAS, the Uniform Budgeting and Accounting Act, Public Act 621 of 1978, requires that each local unit of government adopt a balanced budget for all required funds, and

WHEREAS, the County Administrator has prepared a recommended budget as required by the statute, and the Board of Commissioners as a Committee of the Whole has reviewed the departmental request and Administrator’s recommended budget as required by statute, and has recommended a balanced budget to the Board of Commissioners for approval, and

WHEREAS, the Board of Commissioners in accordance with Public Act 5 of 1982 (Truth in Taxation Act) and Public Act 621 of 1978 (Uniform Budgeting and Accounting Act) held a public hearing on said budget on December 11, 2018, after notice was published in a newspaper of general circulation, and

NOW THEREFORE, BE IT RESOLVED that the Cheboygan County Budget for the General Fund and other funds set forth in the attached 2019 Proposed Budget which is incorporated by reference herein, is hereby adopted on a basis consistent with Cheboygan County's policies and is subject to all currently adopted or future policies adopted regarding the expenditure of funds as well as the conditions set forth in this resolution.

BE IT FURTHER RESOLVED, that the Cheboygan County Board of Commissioners establishes the following millage rates: Senior Citizens Centers .5000 mills, Ambulance Funding up to .2993 mills, Road Improvements 1.000 mills and CCE 800 MHz Radio Project .5000 subject to any "Headlee" millage reduction fraction.

BE IT FURTHER RESOLVED, that in accordance with Public Act 357 of 2004, the Cheboygan County allocated tax (General Fund Operating) shall be levied and collected on July 1, 2019, at the maximum amount allowable after the application of the "Headlee" millage reduction fraction and that this budget includes an estimated property tax levy of 5.7284 mills for General County Operations.

BE IT FURTHER RESOLVED that this attached budget reflects a reasonable allocation of available resources to the various County departments, boards and agencies and allows for all mandated services, programs and activities to be performed at or above reasonable, necessary and serviceable levels.

BE IT FURTHER RESOLVED that the budget is adopted at the Activity/Department level and shall be in accordance with provisions of the Uniform Budgeting and Accounting Act and that any modification, addition or deletion of such amounts hereby adopted shall be done in accordance with policies and procedures established by the Board of Commissioners.

BE IT FURTHER RESOLVED that fund transfers shall be authorized in accordance with policies and procedures established by the Board of Commissioners and applicable law.

A roll call vote was taken. Motion carried with 7 yes, 0 no and 0 absent. (A copy can be obtained from the County Clerk.)

Motion by Commissioner Gouine, seconded by Commissioner Matelski to cancel the Cheboygan County Board of Commissioners December 25, 2018 Committee of the Whole meeting. Motion carried with 7 yes, 0 no and 0 absent.

Commissioner Wallace commented on scheduling the 2019 Organizational Meeting for Wednesday, January 2, 2019 at 9:30 a.m..

Motion by Commissioner Newman seconded by Commissioner Bolinger to approve the scheduling of the 2019 Organizational Meeting for Wednesday, January 2, 2019 at 9:30 a.m.. Motion carried with 7 yes, 0 no and 0 absent.

Commissioner Gouine commented on the Huron County resolution opposing Senate Bill 396. Administrator Lawson stated that a resolution in opposition of SB 396 was approved by the Board at the Finance Business Meeting on November 13, 2018 and he recommended to the Board to get in direct contact with our legislature.

Citizens Comments - None

Board Member Comments

Commissioner Gouine commented that he attended a Planning Commissioner meeting and Chuck Leady gave a presentation about transition of data, the need of more wording on a permit and a meter to read radiation. The practical thing to do would be to purchase a meter and have the electrical inspector monitor these. Commissioner Wallace stated that there is a presentation scheduled for the Committee of the Whole Meeting in February 2019.

Commissioner Sangster commented that he attended a Zoning Board of Appeals at the City where there was an opportunity to discuss with the City Manager the Proposal of Proposition #1-Recreational Use of Marijuana and what the plan or the intent was of Cheboygan County. He stated that he had spoken to the Administrator and he had hoped that after the first of the year, they could get some representation from MAC and meet with our local municipalities. Lansing was looking for some input. Civil Counsel Graham addressed the Board stating that the Recreational Use of Marijuana allows for a village, township or city to opt out. They would have to pass an ordinance to not allow these recreational marijuana establishments within their jurisdictions. To the extent that the townships allow for those establishments to be located because of county zoning, the county would have to address that new land use. The county does not have the legal ability to opt out.

Administrator Lawson thanked the Board and the staff for all their work on this budget process.

Commissioner Johnson congratulated and welcomed Mary Ellen Tryban to the Board and wished her the best of luck .

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

ENTERED INTO CLOSED SESSION AT 11:25 a.m.

RETURNED TO OPEN SESSION AT 11:38 a.m.

Administrator Lawson presented the Civil Counsel Agreement for Services. The Civil Counsel Agreement for Services expires at the end of this year. In the past, a request for proposals has been issued for these services. He stated the County did not receive any external proposals during the last R.F.P. cycle. The County's Policy for professional services permits the Administrator to waive bid requirements for legal services. He would like to waive the bidding requirements to continue legal services with Young, Graham, Elsenheimer & Wendling, P.C. It has been identified that their rate will increase similar to the last agreement signed (\$5.00 per hour first two years \$160 per hour and another \$5.00 per hour for the last two years \$165 per hour). Discussion was held on the satisfactory services of the firm. This will be put on the Finance Business Meeting agenda in January.

Motion by Commissioner Gouine, seconded by Commissioner Bolinger to adjourn to the call of the Chair. Motion carried with 7 yes, 0 no and 0 absent. Meeting adjourned at 11:40 a.m.

Karen L. Brewster
Cheboygan County Clerk/Register

John B. Wallace
Chairperson Board of Commissioners

**CHEBOYGAN COUNTY BOARD OF COMMISSIONERS
ORGANIZATIONAL MEETING
January 2, 2019**

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

Roll called and a quorum present.

Present: Commissioners Mary Ellen Tryban, Richard Sangster, Michael Newman, Cal Gouine, Roberta Matelski, John Wallace, and Steve Warfield

Absent: None

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

Clerk Brewster administered the Oaths of Office to all Commissioners.

Citizens Comment

Judge Aaron Gauthier introduced himself to the Board of Commissioners as the newly appointed Circuit Court Judge for Cheboygan and Presque Isle County. He wanted the Board of Commissioners know that he was committed to smooth operations of the Cheboygan County government and that he had an open door policy. Commissioner Newman thanked Judge Gauthier for his quick action on appointing Melissa Goodrich as the new Prosecuting Attorney.

Sheriff Dale Clarmont congratulated the new Board of Commissioners, the new Circuit Court Judge and the newly appointed Prosecuting Attorney. He invited the Board of Commissioners to a walk through in the new jail expansion and storage building. As of yesterday, the Sheriff's Department started feeding the inmates through their new kitchen.

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.

Clerk Brewster opened the floor for nominations for the Cheboygan County Board of Commissioners Chairperson. Commissioner Newman nominated Commissioner Wallace for Board Chairperson, seconded by Commissioner Sangster.

Motion by Commissioner Newman, seconded by Commissioner Sangster to close nominations and cast a unanimous ballot for John Wallace for Board Chair. A roll call vote was taken. Motion carried with 6 yes, 0 no, 0 absent and 1 abstain (Commissioner Wallace).

Commissioner Gouine nominated Richard Sangster for Vice-Chair, Commissioner Tryban seconded the nomination.

Motion by Commissioner Gouine, seconded by Commissioner Tryban to close nominations and cast a unanimous ballot for Richard Sangster for Board Vice-Chair. A roll call vote was taken. Motion carried with 6 yes, 0 no, 0 absent and 1 abstain (Commissioner Sangster).

Clerk Brewster administered the Oaths of Office to Commissioner John Wallace as Chair for 2019-2020 and Commissioner Richard Sangster as Vice Chair for 2019-2020 of the Cheboygan County Board of Commissioners.

Chairman Wallace presented the current Cheboygan County Mission and Vision Statement.

Finance/Business Meeting – January 2, 2019

Motion by Commissioner Gouine, seconded by Commissioner Matelski, to reaffirm the Cheboygan County Mission and Vision Statement. Motion carried with 7 yes, 0 no and 0 absent.

Commissioner Wallace handed out the 2019 Committee Appointments. He stated that he had made some changes based on the recommendations of a few members of the Board that wanted to lighten the load and spread the load out a little more evenly. These can be changed at any time. He stated that he tried to address some of their wants and dislikes. There have been some questions as to which of the board members would take part in the new Economic Development board that has been formed, as well as the liaisons to the Northern Lake Economic Alliance Board. The board would be looking further into this and any suggestions would be appreciated. He stated that the new mileage rate reimbursement for 2019 is .58 cents.

Commissioner Wallace addressed the Cheboygan County Board of Commissioners meeting calendar for 2019. 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 Gouine, seconded by Commissioner Warfield to adopt the meeting calendar for 2019 as presented. Motion carried with 7 yes, 0 no and 0 absent.

Motion by Commissioner Sangster, seconded by Commissioner Gouine to adopt the 2019 Rules of Order of the Cheboygan County Board of Commissioners as presented. Motion carried with 7 yes, 0 no and 0 absent.

County Treasurer Buffy Weldon handed out a detailed Foreclosure Report for the years 2016-2018 with the number of properties foreclosed on and the total amount of the sales. These amounts are the amounts involved in the class action lawsuit. Summary Disposition was scheduled for March 1, 2019 in the Charlevoix County Circuit Court. This information was requested at the last Finance Business meeting. Commissioner Gouine questioned the difference from 2016 to 2018. Commissioner Sangster commented that when the judgment comes through what amount of monies would be able to be kept in the future. Administrator Lawson commented that because the county was in a legal action and civil counsel was not here to comment, he would prefer to wait for correspondence.

County Treasurer Buffy Weldon presented the Depository Resolution 19-01, Investment Resolution 19-02 and Investment Policy.

Motion by Commissioner Gouine, seconded by Commissioner Newman to adopt the

DEPOSITORY RESOLUTION 19-01 FOR CHEBOYGAN COUNTY

WHEREAS, under the laws of the State of Michigan, Act No. 40 of the Michigan Public Acts of 1932, 1st Extra Session, as amended (MCL 129.12), this Board is required to provide, by resolution, for the deposit of all public monies, including tax monies, belonging to, or held for, the State, County or other political units coming into the hands of the County Treasurer, in one or more banks, savings and loan associations or credit unions within the State.

THEREFORE BE IT RESOLVED that the Board of Commissioners of Cheboygan County hereby directs the Cheboygan County Treasurer to deposit all public monies, including monies and funds held for the State Board of Escheats or missing heirs, coming into the hands of the County Treasurer in any bank, savings and loan association or credit union within the State which is a legal depository as defined by State and/or Federal law.

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

Motion by Commissioner Tryban, seconded by Commissioner Matelski to adopt the Cheboygan County

Finance/Business Meeting – January 2, 2019

RESOLUTION 19-02
AUTHORIZING INVESTMENT OF COUNTY FUNDS
AND APPROVING COUNTY INVESTMENT POLICY

WHEREAS, pursuant to the provisions of Act No. 20 of the Public Acts of Michigan of 1943, as amended, ("Act 20") the Board of Commissioners of the County of Cheboygan may authorize the County Treasurer to invest County Funds in certain investments; and

WHEREAS, this Board wishes to authorize such investments as are permitted by Act 20; and

WHEREAS, Section 5 of Act 20 requires this Board of Commissioners in conjunction with the County Treasurer to adopt an investment policy which complies with the provisions of Act 20; and

WHEREAS, the County Treasurer has submitted a proposed Investment policy which complies with provisions of Act 20.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE COUNTY OF CHEBOYGAN as follows:

1. The County Treasurer is authorized to invest funds of the County of Cheboygan in investments authorized by Act 20.
2. The Investment Policy attached hereto as Appendix 1 is approved and shall take effect on January 2, 2019
3. Before executing an order to purchase or trade the funds of the County of Cheboygan, a financial intermediary, broker or dealer shall be provided with a copy of the County's Investment Policy and shall acknowledge receipt of the Investment Policy and agree to comply with the terms of the Investment Policy regarding the buying or selling of securities by executing the form attached as Appendix 2.
4. The County Treasurer is authorized to rely on the continuing effect of this resolution until and unless it is specifically amended or rescinded by a future resolution of the Board of Commissioners.
5. This resolution shall take effect immediately.
6. A vote on the foregoing resolution was taken and was as follows:

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

Motion by Commissioner Sangster, seconded by Commissioner Gouine to appoint Honorable Judge Aaron Gauthier, Honorable Judge Daryl Vizina and reappoint Honorable Judge Maria Barton for a one year term to the Community Corrections Advisory Board effective January 1st, 2019. Motion carried with 7 yes, 0 no and 0 absent.

Motion by Commissioner Gouine, seconded by Commissioner Sangster, to adjourn to the call of the Chair. Meeting adjourned at 9:56 a.m.

Karen L. Brewster
Cheboygan County Clerk/Register

John B. Wallace
Chairperson

MINUTES OF THE BOARD
November 15, 2018
North Country Community Mental Health
1420 Plaza Drive
Petoskey, MI

BOARD MEMBERS PRESENT: Paul Liss, Louis Scholl, Bob Boyd, Betsy White, Patty Cox, Dennis Priess, Ron Iseler, Ed Ginop, Sr. Augusta Stratz, Christian Marcus, Mike Newman
Caroline Loper

BOARD MEMBERS ABSENT: Karla Sherman, Joel Evans

STAFF: Christine Gebhard, Stacy Chipman, Scott Shearer, Amy Christie, Joan Booth

GUESTS: Cheryl Pearl Solowiej, Gwynie Pearl, Lorraine Manary, Diane Denholm

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

ROLL CALL

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

PUBLIC COMMENT

There was no public comment.

CONSENT AGENDA

Financial Statement – Provider Operations - North Country CMH:

Balance on Hand, Sept 30, 2018	\$6,318,633.16
Receipts, Adjustments & Transfers, Oct.	\$4,445,463.94
Total Disbursements & Adjustments, Oct.	\$3,804,448.76
Decrease in Cash Balance	\$ 641,015.18
Balance, Oct. 31, 2018	\$ 6,959,648.34

Information (I) Items from Committee reports

Information items were included in the committee minutes.

Privileging Recommendations

There were no privileging recommendations this month.

MOTION BY LOUIS SCHOLL, SECOND BY PAUL LISS, TO APPROVE THE CONSENT AGENDA. MOTION CARRIED.

COMMITTEE RECOMMENDATIONS – BOARD ACTION

Finance Committee

Mr. Marcus reviewed the Statement of Cash on Deposit and Bills through October 31, 2018.

MOTION BY CHRISTIAN MARCUS TO APPROVE THE STATEMENT OF CASH ON DEPOSIT AND BILLS. MOTION CARRIED.

Mr. Marcus reviewed the Interim Financial Statements for September 30, 2018 that included the Statement of Net Position; Revenue by Funding Source; Expenditures by Line Item and Statement of Cash flows.

MOTION BY CHRISTIAN MARCUS TO APPROVE THE INTERIM FINANCIAL STATEMENTS. MOTION CARRIED.

The Finance Committee discussed an email from Trina Edwards, Partner, of Dennis, Gartland & Niegarth CPA (from questions posed by Mr. Shearer) on how various staff and Board events may be expensed in accordance with 2 CFR 200 Section 200.437, making it necessary to change some historical practices. Events that qualify as employee relations, such as staff recognition, are allowable. Retirement celebrations held during the work day are allowable. Retirement gifts should not be purchased with agency funds. The annual Board dinner is allowable if it is in conjunction with the Board meeting.

MOTION BY CHRISTIAN MARCUS TO APPROVE HOLDING THE DECEMBER BOARD MEETING AND DINNER AT THE BAY VIEW INN. MOTION CARRIED.

Mr. Marcus discussed the quotes that were received for janitorial services at the Plaza Drive facility in Petoskey. The Finance Committee did not reach consensus on a recommendation. Ms. Gebhard distributed the bid sheet and references for the two lowest bidders. She recommended using GTI, although their bid was slightly higher, as they employ persons with developmental disabilities which is aligned with the NCCMH mission.

MOTION TO APPROVE THE SELECTION OF GTI TO PROVIDE JANITORIAL SERVICES TO THE PLAZA DRIVE BUILDING IN PETOSKEY AT \$347.50 PER WEEK FOR ONE YEAR WAS APPROVED ON A ROLL CALL VOTE: AYES 8 – ROBERT BOYD, PATTY COX, ED GINOP, RON ISELER, CHRISTIAN MARCUS, MIKE NEWMAN, LOUIS SCHOLL, SR. AUGUSTA STRATZ. NAYS 3 – PAUL LISS, DENNIS PRIESS, BETSY WHITE. ABSTAIN 1 – CAROLINE LOPER. MOTION CARRIED.

ACTION ITEMS – WITHOUT COMMITTEE REVIEW

There were no actions without committee review.

PRESENTATION

Ms. Gebhard provided an update on the 2016-2018 Strategic Goals. The Plan was last updated on March 2018. For goal one—creating an agency culture that promotes and supports the integration and coordination of physical and behavioral healthcare resulting in improved health outcomes and wellness for consumers—she described current or completed activities and future actions. For goal two—preparing the agency for adoption of a value-based payment system and quality measures—she indicated that the NMRE region is pursuing expansion of the behavioral health home pilot. Goal three—teach, empower and enable the use of continuous quality improvement processes at all levels of the agency—was met through staff education and ongoing implementation of the Lean Model.

CHIEF EXECUTIVE OFFICER’S REPORT/COMMUNICATIONS

Ms. Gebhard highlighted some of the events from her report:

- Ms. Gebhard, Sr. Augusta Stratz, Mr. Ginop, Mr. Marcus, Ms. Sherman, Mr. Boyd, Mr. Liss and Ms. Chipman attended the Board Association Conference “Facing the Future Together” in Traverse City. Everyone agreed it was a good conference.
- Ms. Gebhard met with Charlevoix District Court Judge Roy Hayes to discuss establishing a jail diversion council as part of the Stepping Up Initiative. She has a meeting scheduled with Allen Telgenhof, Prosecuting Attorney.
- has talked to the Director of the Department of Health & Human Services about a program where a DHHS staff person would be on site and we would share the costs with DHHS.
- Ms. Gebhard attended a meeting of the statewide workgroup on Certificate of Need for Psychiatric Beds, which has broad representation from many stakeholder groups.

Ms. Gebhard briefly reviewed the informational items included in the Board packet, including: an application for Employment First Rate Restructuring Technical Assistance; the Creative Minds Changing Minds Traveling Art Show at the Petoskey Library until the end of the month; the Rural Communities Opioid Response Program Planning Grant that was awarded to The Michigan Center for Rural Health in the amount of \$200,000; Year Two Highlights of the Northern Michigan Community Health Innovation Region (CHIR).

QUALITY IMPROVEMENT UPDATE

Ms. Gebhard reported on the November 2018 update. Four MDHHS performance indicators in the third quarter were not met; actions taken to improve performance were reviewed. Ten staff will receive education and training as Yellow Belt Leaders in the Lean Model for process improvement. Each team of two will complete a project during the four-month session.

NORTHERN MICHIGAN REGIONAL ENTITY

Mr. Ginop said there was no November meeting this month. The NMRE may be relocated to their facility in Gaylord for the January meeting. NMRE was named as the first opioid health home.

OLD BUSINESS

Ms. Gebhard gave an update on the Access Center. North Country CMH will bring the Access function inhouse January 2nd. The agency will have two new 800 numbers; one for Access and one for afterhours Crisis Calls, requiring re-printing of numerous materials.

An agenda for the Board Retreat on Nov. 30th at the Perry Hotel in Petoskey was distributed.

NEW BUSINESS

There was no new business to come before the Board.

PUBLIC COMMENT

Two guests asked to provide public comment, which was granted, as they had gone to the wrong location and missed the early part of the meeting. They expressed concern about the services their family member was receiving from NCCMH. Ms. Gebhard assured them she would look into their concerns and they would be contacted the next day.

**MOTION BY LOUIS SCHOLL, SECOND BY SR. AUGUSTA STRATZ TO
ADJOURN AT 5:25 P.M. MOTION CARRIED.**

Ed Ginop, Board Chair

REGULAR CITY COUNCIL MEETING

November 27, 2018

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

Roll Call:

Present: Kwiatkowski, Johnston, Bronson, Mallory, Temple, Couture

Absent: King

Mayor Pro Tem Couture moved to excuse Councilman King; supported by Councilman Temple. Motion carried unanimously.

Public Comments:

- Ray Lofgren distributed information regarding the purchase of sand and gravel by DPW. He also provided the purchasing policy that was passed in April of 2018. Per the policy, the city will try to purchase locally and he wanted to bring to light the fact that the supplies were not being purchased locally but were available locally.

Approval of Agenda and Receive and File all Communications:

- Councilwoman Kwiatkowski moved to approve the Agenda and receive and file all communications with the addition of 8B, supported by Mayor Pro Tem Couture. Motion carried unanimously.

Approval of Prior Meeting Minutes:

- Councilwoman Kwiatkowski moved to approve the Regular City Council Meeting Minutes of November 13, 2018 as presented, supported by Councilman Temple. Motion carried unanimously.

Department, Boards and Commission Reports:

- Historic Resources Commission Meeting, November 5, 2018

General Business:

- Motion by Councilwoman Kwiatkowski seconded by Councilman Temple to elect Council Member Couture as Mayor Pro Tem.
- Mayor Bronson appointed Councilwoman Johnston liaison to the Recreation Commission.

City Clerk's and Treasurers Comments:

- Clerk/Treasurer Brown provided council with the information regarding the annual Walk for Warmth held by United Way.
- A memo regarding recreational marijuana was also provided. According to attorney Phil Nantz, the law does not restrict the right to maintain a drug-free workplace and will not change current employment requirements.

- An amended policy regarding Eligibility for Office in City was provided and a sample Residency Form.

City Manager's Report:

- Board of Review is scheduled to meet December 11, 2018.
- Grand Event for Pitch Night is tonight in Bay Harbor
- The Citizens Planner Course offered by the MSU Extension was just completed by three members of the Planning Commission, Linda Rogers, Bill Horntvedt & Roger Kopernik along with City Manager Eustice. They are working hard to get the Master Plan updated.
- City Manager Eustice discussed expanding the current requirements for Recreation Commission members. Currently you must be a city resident in order to serve on the commission, would like to expand that to the entire school district. He will get an opinion from City Attorney Stephen Lindsay. A public hearing will need to be scheduled.
- Per City Manager Eustice, the Development Committee met with Inverness Township and have a tentative 425 agreement that will be reviewed by the attorneys.

Committee Updates:

- Blight Committee was cancelled and will be rescheduled.
- DDA Board needs an appointment from Council. There are currently two additional empty positions with Lindsey Miller resigning from the board as well as Sue Lund.

Messages and Communications from Mayor and Council Members:

- Councilwoman Kwiatkowski addressed Ray Lofgren's concerns from the Public Comments and thinks that he has a legitimate concern and would like the City to be more mindful of purchasing supplies.
- Councilman Mallory is excited to be a part of the community and the council.
- Councilwoman Johnston wanted to thank everyone for their support.
- Mayor Bronson suggested that we cancel the second meeting in December unless something comes up.

Meeting adjourned at 7:34 p.m.

Mayor Mark C. Bronson

Clerk/Treasurer Bridget E. Brown

Councilman Brett Mallory

Councilwoman Sara A. Johnston

Councilman Vaughn Temple

Councilman Nathan H. King

Mayor Pro Tem Nicholas C. Couture

Councilwoman Betty A. Kwiatkowski

Health Board Meeting
November 20, 2018

The regular meeting of the District No. 4 Health Board was called to order by Chairman Bob Adrian, November 20, 2018, at 10:00 a.m. The meeting was held in the Cedar Room of District Health Department No. 4, Alpena County.

ROLL CALL

<u>Present:</u>	Alpena County:	Adrian, Fournier
	Cheboygan County:	Gouine, Newman
	Montmorency County :	Peterson, LaFleche
	Presque Isle County:	Altman, Lang

Absent:

Excused:

Others Present:

Judy Greer, Karen Nowicki-Compeau, Joshua Meyerson, Denise Bryan, Scott Smith, Leah Werth

AGENDA CHANGES

None,

RECEIVED

DEC 26 2018

MINUTES

CHEBOYGAN CO. CLERK

October 16, 2018 Health Board Minutes: Motion by Altman with support from LaFleche to approve the October 16, 2018 Health Board Minutes as presented. Ayes all, motion carried.

CLAIMS

October 18, 2018 through November 16, 2018: Motion by Altman with support from LaFleche to approve the Listing of Claims submitted from October 18, 2018 through November 16, 2018. Discussion occurred. Bryan updated on legal fees, as the Board had previously approved \$500. Need an increase of \$ 913.36 for legal fees of this purpose. Roll call vote. Ayes all, motion carried.

MERS Representative Tony Radjenovich: Radjenovich updated the Board on the Actuarial information for the Defined Benefit, Defined Contribution, and the Hybrid Plan. The Department is 62% funded. Radjenovich answered questions presented by the Board. If DHD4 only pay the minimum, would be at approximately 60% funded at the end of 2019.

PUBLIC COMMENT

None.

PERSONAL HEALTH NURSING DIRECTOR'S REPORT

Nursing Vacancies: Alpena/Montmorency position is being filled. A nurse 2nd interview declined due to wages. Have had to advertise for the position again. Cheboygan nurse 1st interview declined due to wages. Need to look at funding mechanisms for increasing nursing wages. Adrian questioned using Cost Based Reimbursement to cover.

Breastfeeding Peer Counselor: Vacancy still continues for Alpena/Montmorency County Breastfeeding Peer Counselor. The Cheboygan/Presque Isle position has been filled.

Breastfeeding Chairs & Client Chairs: Nowicki-Compeau shared that the breastfeeding chairs and client chairs are being distributed. Nowicki-Compeau shared the background of the furniture that had been previously used.

Partition privacy: Montmorency County now has partitions for privacy and the locks have been installed on the windows as well.

Quarterly County Immunization Rates: Nowicki- Compeau distributed the quarterly county immunization rates.

Community Connection Update: Community Connections started in September in all counties except Alpena County. The program works with provider offices and linking services. There is some funding provided for the program. In 2019 our goal is to bring to the Alpena area. We are the referral HUB to the providers and continued communication on the linkage of services.

Family Planning Annual Report 2017: Nowicki-Compeau distributed the 2017 Family Planning Annual Report.

ENVIRONMENTAL HEALTH DIRECTOR'S REPORT

Fee Schedule Comparison 2018/2019: Smith provided the Fee Schedule comparison for the Drinking Water, Wastewater, and Food Safety programs.

Accreditation: Smith informed the Board that the Food program had three not met indicators during the accreditation process. Environmental Health had two programs in the accreditation last week.

ENVIRONMENTAL HEALTH DIRECTOR'S REPORT CONTINUED

PFOS for Schools and Water Systems: All water systems and schools had water sampling completed in early November. There are 40 water systems in the district, 19 are in Cheboygan. All the results that have come back so far are from Cheboygan and have been non-detected for PFOS. Adrian suggested a press release on the testing once data is received.

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, 2018, there would be \$ 53,731.51 used from the Fund Balance.

Blue Care Network/Blue Cross Blue Shield Rates: The Department received their renewal rates effective February 1, 2019. The overall increase is .29%. There are some changes to the BCN plan that are out of our control. There is an increase in Emergency Room copay and a change in prescription drug copays. Will have an insurance cost containment committee in the near future.

2019 IT Annual Plan: Greer presented the 2019 IT Annual Plan. The plan outlines the accomplishments from the past year and goals set for the upcoming year.

Motion by Lang with support by Fournier to accept the 2019 IT Annual Plan as presented. Ayes all, motion carried.

MEDICAL DIRECTOR'S REPORT

Communicable Disease Report: The report for period October 1, 2018 through October 31, 2018 was mailed to the Board with the packet for the month. He stated that we are seeing some influenza activity now.

Tobacco Free Spaces: Meyerson shared a letter of support that was presented to Mayor Waligora and Alpena City Council Members regarding the tobacco free spaces. Encouraged to include vaping, e-cigs, and such. Meyerson explained what vaping is and things that could be used in the vaping process.

ADMINISTRATIVE HEALTH OFFICER'S REPORT

Accreditation: Bryan commended the Administrative team on the Accreditation process and the extra hours necessary.

EMR Update: Bryan updated the Board on the EMR settlement proposal. She will keep board updated.

Legislation 2019: Bryan shared a document regarding the new earned sick time act that will be initiated in March 2019. Will need to follow up with review compared to the union contract. Minimum wage act being reviewed as well. Recreational marijuana is another area that will need to be looked related to drug testing and random testing policies.

PFAS Testing: There has been an advisory issued related to not eating deer within a five mile radius of Clark's Marsh. There will be a townhall at Wurtsmith Air Force Base on December 4, 2018.

Active Shooter: The news repeatedly reports active shooter incidences. We need to increase our training on Active Shooter in 2019. Would like the Commissioners to see the video in 2019. Bryan is sending Emergency Preparedness Coordinator to observe training to bring back to the department.

Cheboygan County Jail: Bryan shared a letter received from the Cheboygan County Jail terminating the agreement effective November 14, 2018. Bryan commented on the contents of the letter. Since receiving that termination, another letter has been received requesting continued support until December 14, 2018. Meyerson shared his conversation with the jail staff. Newman stated that it was about liabilities and areas that were not being provided that were required by law.

Grant Funding: Received \$25,000 that has unrestricted use for 2019. This is the second year that DHD2 and DHD4 have been selected to receive these funds. Workforce development/training will be part of the grant work plan.

OLD BUSINESS

State Sanitary Code Update: Adrian had previously spoken with Smith regarding the Board members going to their counties to pass a resolution to oppose the Statewide Sanitary Code. Smith updated the Board on the proposed State Sanitary Code. There have been amendments issued on the two Bills. The Michigan Environmental Health Association voting is taking place and the result will go to MALPH on the outcome. There is a position paper that has been reviewed at past board meeting. Bryan shared the potential of increase in staff timing to meet the potential state sanitary code requirements. The Board has asked Smith to make a recommendation to the Commissioners as to whether a resolution is necessary.

NEW BUSINESS

Accreditation Preliminary Report: Nowicki-Compeau highlighted the Accreditation process that occurs every three years. She shared the preliminary results with Commissioners related to each program. There was one indicator in Family Planning that had to do with ACA non-compliant with a door that is into our waiting area. Hoping this will be changed to Met with Conditions. The reviewers were pleasantly surprised with the outcome. They were impressed with teamwork, male initiative, provided feedback. There were suggestions on enhancing our programs that will be reviewed. The final report will be shared when received.

Adrian felt that thanks is not enough to get where we are at today. Adrian expressed his thanks. The Board appreciates all Leadership and Staff dedication and hard work.

Policies: Motion by LaFleche with support by Lang to approve the policies dated November 20, 2018 as presented. Ayes all motion carried.

2019 Annual Budget: Greer distributed the revenue and expenditures for 2019 budget today. We have included the county appropriations that are being requested and the 2% increase of fees in the budget. Discussion occurred regarding the 2% increase in fees.

Motion by Altman with support by Peterson to approve the 2% increase in county allocations. Roll call vote. Ayes all, motion carried

Motion by Lang with support by LaFleche to approve the 2% fee increase as presented. Discussion occurred. Roll call vote. Ayes – Adrian, Newman, LaFleche; Nays – Fournier, Gouine, Peterson, Altman, Lang, motion failed.

Motion by Gouine with support by Fournier to approve a 1% fee increase in fees. Roll call vote. Ayes – Gouine, Newman, Adrian, Fournier, LaFleche, Peterson; Nays – Lang, Altman. Motion carried.

Health Officer Evaluation & Contract: Adrian and Lang completed an evaluation for the Health Officer and shared the summary of the evaluation.

Motion by Lang with support by LaFleche to authorize Chairman Adrian to sign the contract for 1 year for continued Health Officer services with DHD2. Discussion occurred. Roll call vote, Ayes – Lang, Altman, Gouine, LaFleche, Peterson, Adrian, Fournier, Nays – Newman. Motion carried.

Motion by LaFleche with support by Lang to increase the wage to include 46% OF \$1,500 Increase. Roll call vote. Ayes all, motion carried.

ADJOURNMENT

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

Adjournment 1:12pm

Bob Adrian, Chairman

Cal Gouine, Secretary/Treasurer

Judy Greer, Recording Secretary

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

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

Pledge of Allegiance was recited.

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

VISITORS: J. Moore, C. Veneros, B. Hartwig, M. Sarrault and T. Horrocks

MOTION by K. Paquet seconded by C. O'Connor to approve Regular Meeting Minutes of 11/8/2018 as mailed. 5 Yeas CARRIED

MOTION by D. Brandt seconded by C. O'Connor to approve for payment current payroll voucher #18-45-\$79,417.38 and accounts payable voucher #18-46-\$618,031.01. 5 Yeas CARRIED

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

B. Hartwig, Thank you staff and crew for the great work on Silver Strand Road, Brill Road and Ingelside Road.

CRA Annual Conference March 12-14, 2019.

MOTION by C. O'Connor seconded by D. Brandt to approve B. Shank, K. Paquet and another Commissioner to attend the CRA Annual Conference March 12-14, 2019. 5 Yeas CARRIED

MOTION by K. Paquet seconded by H. Ginop to set Budget Public Hearing for Thursday, December 20, 2018 at 9:00 A.M. with Regular Meeting to follow. 5 Yeas CARRIED

MOTION by D. Brandt seconded by K. Paquet to set Organizational Meeting for Thursday, January 3, 2019 at 9:00 A.M. with Regular Meeting to follow. 5 Yeas CARRIED

MOTION by D. Brandt seconded by C. O'Connor to authorize Chairman D. Brown and Engineer/Manger Shank to sign Title Sheet for Mann Road Project, Control Section Number: STL 1655 JN: 130317, Sections 14, 15, 16, 21, 22 and 23, T36N, R1W, Aloha Township, Cheboygan County, Michigan. 5 Yeas CARRIED

Discuss Motor Carrier Agreement for Frost Law Patrol 2019. Past, we have agreed on 50 hours of patrol time and adjusted as needed depending on the weather conditions.

MOTION by D. Brandt seconded K. Paquet to approve Engineer/Manager Shank to sign the Agreement with Motor Carrier for Weight Restriction patrol for 2019 start at 50 hours of patrol. 5 Yeas CARRIED

Engineer/Manager Shank noted at the last meeting Board gave approval to advertise for sign truck, found a vehicle through MiDeal that fits our needs and can be purchased through Fernelius Ford, local dealer for \$143,392.00. Discussion of type of vehicle and what is included.

MOTION by K. Paquet seconded by H. Ginop to approve purchase of 2019 Ford F550 sign truck through MiDeal for a purchase price of \$143,392.00 per quotation No. J32898. 5 Yeas CARRIED

MOTION by C. O'Connor seconded by H. Ginop to receive and file the following correspondence: Township Meeting Minutes: Koehler 10/08/2018, Grant 10/9/2018 and Mullett 11/13/2018; Resolutions Opposing SB396: Koehler, Mullett, Aloha and Burt; October State Maintenance; and Linda and Ronald Luxton Ref. Ellinger Road. 5 Yeas

CARRIED

Engineer/Manager Shank Update:

- Several of our gravel roads are in rough condition at this time. Presented a spreadsheet that shows we have had several rain days in late September thru October and into November when it turned to snow. We have been grading all during this time as conditions have allowed. We will continue to try to grade roads with graders and stinger blades but having issues with frozen roads.
- When Orchard Beach Road was reconstructed there was a driveway that came out at the radius on Orchard Beach and Carey Road intersection. Mr. McKay was in agreement to have his driveway moved off Carey Road as part of the project to improve intersection safety. Engineer/Manager Shank met with Mr. McKay who claims that the driveway was paved prior to our project and wants it replaced that way. Looking at the pictures prior to reconstruction was not paved, do agree the driveway needs some gravel placed over the culvert and will do that in spring, but do not feel we should repave as requesting.
- Electronic timecard system is starting to be used. Transitioning small groups at a time.

D. Brandt noted we should set up a Negotiations Committee as contracts are expiring 2019. Negotiating Committee consists of Engineer/Manager Shank, K. Paquet and H. Ginop.

K. Paquet noted he attended the County Board of Commissioners Meeting and they passed a resolution opposing SB 396 and they have also put \$530,000 into Local Road Loan Program for 2019.

Chairman Brown adjourned Regular Meeting at 9:50 A.M. being no further business to come before the Board.



David D. Brown, Chairman



Dana S. Stempky, Clerk

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

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

Pledge of Allegiance was recited

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

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

MOTION by K. Paquet seconded by H. Ginop to approve minutes of last regular meeting of 11/21/2018 as mailed. 5 Yeas **CARRIED**

MOTION by D. Brandt seconded by C. O'Connor to approve for payment current payroll voucher #18-47-\$112,830.31 and accounts payable voucher #18-48-\$129,292.78. 5 Yeas **CARRIED**

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

B. Hartwig distributed the DL (Douglas Lake) Improvement Association Newsletter. Thanked the Road Commission employees for road maintenance and the access site area on Douglas Lake.

M. Ridley, Tuscarora Township, updated the Board on the Pedestrian Safety Project (streetscape). They have applied for pre-approval of a USDA grant. When they are finished with the downtown project, they would like the road to be reconstructed as well. They have met with Consumers Energy regarding options with the line crossings over the downtown on S. Straits Hwy. If the projects come under budget, they would like to participate in helping with repaving of S. Straits Hwy through town. They are proposing putting a road millage on the ballot and will work with Engineer/Manager Shank to develop a plan to use for a millage if it passes. Tentatively want to start the streetscape by August 2019.

T. Horrocks discussed the proposed Safety Committee by Law changes:

- Article IV-Membership; Article V-Organization; Article VII-Safety Award Program, Article VIII-Accident/Injury Review and Article X-New Employee Training.
- D. Brandt prefers the Director not have sole authority to make decisions without the Safety Committee involvement. T. Horrocks will make the recommended changed and bring back to the Board for review.

County Engineers' Workshop, February 5-7, 2019 at Kewadin Resort, Sault Ste Marie.

MOTION by K. Paquet seconded by C. O'Connor to approve B. Shank and T. Horrocks to attend the County Engineers' Workshop on February 5-7, 2019. 5 Yeas **CARRIED**

MOTION by D. Brandt seconded by H. Ginop to authorize Clerk Stempky to run a final account payable before 2018 year end. 5 Yeas **CARRIED**

MOTION by D. Brandt seconded by H. Ginop to authorize Engineer/Manager Shank to sign Blue Cross Blue Shield ASC (Administrative Services Contract) for Cheboygan County Road Commission, Renewal term 1/1/2019-12/31/2019 as presented. 5 Yeas **CARRIED**

Engineer/Manager 6-month evaluation, he is requesting a closed session after regular session.

Engineer/Manager Shank Update:

- SB396 voted down but CRA noted will still be brought up in lame duck session
- Finished PASER ratings for primary roads and ratings have stayed flat
- Budget Committee met last week and have additional information: Currently have \$487,000 for Gaynor Road Bridge and will need to have obligated by 2019 for construction in 2020, need to take into consideration where we will be looking for additional funding to complete bridge project
- Long range plan to add an additional employee for the Cheboygan garage in 2020, we will not look at budgeting for that until 2020, adding an additional employee is approximately \$106,000 per year.
- Committee wanted to look at the cost to have sand hauled in to the garages by an outside contractor, cost ranged from \$4-8 per yard, at this time not feasible to have contracted out.
- Committee wanted to look at cost of an outside contractor to replace the culvert jobs we have with Huron Pines. Estimated cost to outsource is approximately \$150,000, at this time not feasible to contract out.
- Currently have approximately 4 miles of PASER 7 and 1 mile of PASER 6 to crack seal and whatever the Townships may want.
- Long Range plan for structures was to replace Tower Garage, will put together a needs study internally to see if feasible option for the future.
- Planning on brush spraying in 2019, will budget \$10,000 as a pilot program.
- Would like to look into selling our Federal Aid dollars to another Road Commission. Eng/Mgr Shank noted we can still complete a project as planned with the amount of revenue we receive, due to the additional Federal Aid project requirements. Board felt was a good option to explore for 2020.

Foremen Updates:

D. August: Finished hauling sand; trappers for beavers have been busy; Osmun Road had to be fixed up; patching; grader with stinger blades have been out trying to grade when possible; getting ready to start brushing/

S. Redmond: Patching; winter maintenance; grading with stinger blades when possible; finished hauling sand

C. O'Connor asked to be excused from next meeting. Chairman Brown thanked him for his time as a Road Commissioner.

Chairman Brown recessed regular meeting at 10:40 A.M. before going into closed session at request of Engineer/Manager Shank for his 6-month evaluation.

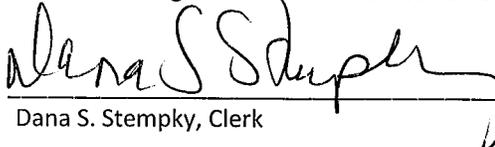
Return to regular session at 10:50 A.M.

MOTION by K. Paquet seconded by H. Ginop to go into closed session at 10:50 A.M. at request of Engineer/Manager Shank for 6-month evaluation at 10:50 A.M. Roll call: Yeas: O'Connor, Ginop, Brandt, Paquet, Brown Nays: 0 **CARRIED**

MOTION by C. O'Connor seconded by K. Paquet to return to open session at 12:05 P.M. Roll call: Yeas: Ginop, Brandt, Paquet, O'Connor, Brown Nays: 0 **CARRIED**

Chairman D. Brown adjourned regular meeting at 12:05 P.M. being no further business to come before the Board.


David D. Brown, Chairman


Dana S. Stempky, Clerk



Cheboygan County Fair Board Meeting
November 5, 2018
Immediately following Agricultural Society meeting
Cheboygan County Building
Commissioners Room

Call to order

President Ron Williams called the meeting to order at 6:57 PM.

Pledge of Allegiance

Roll call

Directors present: Bubba Borowicz, John Brown Jr., Beth Buhr, Derrick Dotski, Ron Fenlon, Keith Ginop, Matt Horrocks, Kelsey Kennedy, Keith Kwiatkowski, Brenda Mushlock, Steve Sanford, Gary Spray, Ron Williams.

Approve agenda

Motion Matt Horrocks, support Bubba Borowicz to approve the agenda. Motion carried.

Public comment

Thank you to Keith Kwiatkowski for his many years of service as a Fair Board Director.
Correspondence ~ received two thank you notes: from one of the winners of a bicycle from Kids Day and from St. Dominic Parish, Posen, MI.

Approve minutes of September 10, 2018

Motion Matt Horrocks, support Gary Spray to approve minutes. Motion carried.

Treasurer's report

Motion Gary Spray, support Bubba Borowicz to approve treasurer's report of 9/2018. Motion carried.
Motion Gary Spray, support Steve Sanford to approve treasurer's report of 10/2018. Motion carried.

Manager's report

Grounds: \$15,000 budget. Purchase tractor, replace roofs with metal.
Mowing: Dan reported he has been manager for 12 years. Mowing is done up until the Wednesday before fair. No mowing is done during fair week due to danger to public.
Skerbeck: Extend contract but open on Tuesday per Skerbeck's request. Government limitations will not allow them to work too many hours. Motion Gary Spray to extend contract with Skerbeck as noted in their letter, support Bubba Borowicz. Motion carried unanimously. Motion Gary Spray to accept manager's report, support Brenda Mushlock. Motion carried.

Committee reports

Animal committee: Matt Horrocks reported beef weigh in occurred 11/4/2018. 14 steer weighed in.
Grandstand committee: Ron Fenlon reported Matt Barber and Erling Johnson set to remove slab in grandstand. Keith Ginop ordered 40 cement blocks from Cheboygan Cement Products.
Fair Book: Changes are due January 1, 2019.

Old business

Convention: Dan O'Henley requested that people attend the convention for the entire time.

Directors were polled for convention attendance. See Megan Fenlon for Mega raffle tickets.

New business

Budget Committee: In 2008, the state stopped awarding grant money for fair premiums. Premiums were slashed 50%. Budget committee would like to restore 50%. Awaiting county approval.

Out of county exhibitors: Haley Grzesikowski and Hunter Grondin requesting permission to exhibit at Cheboygan County Fair. Motion Brenda Mushlock, support Beth Buhr to allow Haley and Hunter to exhibit at Cheboygan County Fair. Motion carried.

Capitol building fund: Keith Ginop would like to see percentage of profits earmarked for large projects. Ron Williams will contact Jeff Lawson.

Timing system and radios: Dan O'Henley reported these need to get to the Fair Office. Ron Fenlon will take care of this.

Public comment

Erling Johnson: inquired about stopping vehicles from going through trees in grandstand area. Ron Fenlon reported 40 cement blocks are being purchased for safety purposes. Ron Williams stated a larger berm of sand will be in place and will no longer store vehicles in the back.

Dan O'Henley: on agenda for fair convention

In 2004, county took over maintenance of fair grounds. Dan needs a letter regarding removal of the slab in the grandstand.

Megan Fenlon: Downtown Christmas parade is December 1. Decorate November 30 @ 6:00 pm at the fairgrounds. Riggsville Christmas parade is December 22.

Adjournment

Motion Brenda Mushlock, support Beth Buhr to adjourn. Motion carried. Adjourned at 7:35 PM.

Respectfully submitted,

Cheryl Heiny Fair Board Secretary

**MINUTES
OF THE
NORTHEAST MICHIGAN COUNCIL OF GOVERNMENTS
BOARD OF DIRECTORS' MEETING**

**October 18, 2018
University Center
Gaylord, MI**

Call to Order

The Northeast Michigan Council of Governments (NEMCOG) Board of Directors Meeting was called to order by Board President Robert Heilman at 10:05 a.m.

A quorum was declared.

Roll Call

Board Members Present: Cameron Habermehl, Dan Gauthier, John Wallace, Marisue Moreau, LaNita Olsen, Robert Pallarito, Doug Baum, Rick Anderson, Dave Post, Adam Poll and Robert Heilman

Staff Present: Diane Rekowski, Karen Cole and Theresa Huff

Approval of Minutes

R. Heilman presented the Minutes of the September 20, 2018 meeting. 2 corrections were made. R. Pallarito moved, seconded by L. Olsen to approve the minutes as presented with corrections. Yes all, motion carried.

Financial Report

K. Cole reviewed the September, 2018 financial statements. Stated NEMCOG had a very good year and things are going well. A few adjustments will be made after the FY2017 Audit is finalized. Will be meeting with the Auditor this afternoon. The new Auditors are ready to get started. C. Habermehl moved, seconded by D. Post to receive and file the September, 2018 Financial Report as presented. Yes all, motion carried.

Special Presentation

Bob Kittle, President of Munetrix provided an overview of Munetrix which he started approximately 8.5 years ago. NEMCOG has been a subscriber from the near beginning. NEMCOG sponsors the region through an annual fee which allows all municipalities in the eight counties to view their Financial Data. NEMCOG's website has the widget embedded on it for easy access. Further subscriptions are available to municipalities for additional functions, i.e. budget forecasting, transparency requirements. B. Kittle informed the Board that technical support from Munetrix is provided to its subscribers.

President's Report

Regional Project Review: R. Heilman stated there was (0) Federal Grant projects for regional review; (0) State Grant projects for regional review; and (1) public notice.

MI Association of Regions (MAR): Next meeting will be in November.

Director's/Staff Report

Administrative:

- A. Staff extremely busy with project closeouts that have Oct1 – September contract dates.
- B. Audit – will be meeting after today's meeting, hope to wrap it up a.s.a.p.
- C. Attended the National Association of Development Organization's Annual Conference.
- D. Discussed NEMCOG's 50 Year Anniversary Celebration to be held in December. Discussion took place on date, and was determined to be held on December 20, 2018. The location and other details will follow as we get closer to the date.

Joint Staff Meeting:

Eastern UP Regional Planning & Development Commission, Networks NW and NEMCOG convened a joint staff meeting to discuss common issues/programs/needs. Outcome: data sharing, zoning. All felt it was extremely valuable and would like to meet twice a year.

FY 2019 Projects

- A. Received MDOT funds for US -23 Management Plan Update.
- B. Up North Trails Website: Received first shared advertisement payment.
- C. RPI – FY 2019 Grant was submitted for \$315,000.
- D. Baum provided a copy of the RPI minutes from the 9/26/18 meeting. Briefly reviewed them with the group. Cheboygan Carnegie letter was provided to the group.
- D. Community Corrections Grant for 2019 was received for a much reduced amount. Staff is exploring initiating a tether/portable PBT program for the region.
- E. JLUS –Plan is out for Public Comment. Discussed implementation teams and ensuring military's compliance with policies.
- F. MEDC:
FY 2019 Regional Grant was awarded: \$82,500 for Talent and Business Attraction Materials (videos) and \$10,000 for CDC administrative expenses.
- G. Solid Waste:
 1. Possible Solid Waste Plan Update with Cheboygan County for a Plan Amendment.
 2. Pursuing options for recycling facility in Alpena.

New Contracts

1. Hazard Mitigation Grant contract has not yet been received.
2. Hawes Twp. Zoning
3. Beaver Creek Twp. Zoning Update

Previous Business

- A. Medical Examiner Issue Update: R. Pallarito stated that interested County representatives met on 9/27/18. Lisa Kapriask from Mid MI Medical Examiner's Group presented great information on their program which ultimately would increase quality of service and professionalism in counties while reducing overall costs.

Committee Reports

None

Previous Business

None

New Business

None

Public Comment

None

Public Comment

None

Adjournment

The meeting was adjourned at 11:00 a.m. due to a loss of a quorum. The 50 Year NEMCOG Anniversary Celebration meeting will be held on December 20, 2018. Location to be determined.

PERIOD ENDING 11/30/2018

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

GL NUMBER	DESCRIPTION	END BALANCE	YTD BALANCE	2018		YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BGDG
		12/31/2017	11/30/2017	ORIGINAL BUDGET	2018 AMENDED BUDGET		MONTH 11/30/18		
Fund 101 - GENERAL COUNTY									
Revenues									
101-400-401.00	CURRENT TAX	7,819,004.77	7,927,627.58	8,011,930.00	8,011,930.00	8,051,197.42	171,606.61	(39,267.42)	100.49
101-400-401.02	CONTRIBUTION FROM RESTRICTED F	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
101-400-401.03	CURRENT TAX INTEREST	38,637.69	38,130.17	38,500.00	38,500.00	31,860.64	0.00	6,639.36	82.75
101-400-401.05	PROBATE BOND FEE	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
101-400-404.00	CONVENTION & TOURISM TAX	68,897.70	47,317.50	70,399.00	70,399.00	37,619.00	0.00	32,780.00	53.44
101-400-417.00	UNPAID PERSONAL PROPERTY TAX	6,829.12	6,345.72	3,873.00	3,873.00	3,219.29	0.00	653.71	83.12
101-400-424.00	COMMERCIAL FOREST RESERVE	182.33	182.33	165.00	165.00	188.72	0.00	(23.72)	114.38
101-400-425.00	SWAMP TAX REFUND	357,289.89	0.00	339,354.00	339,354.00	0.00	0.00	339,354.00	0.00
101-400-428.06	OVERSIGHT FEE/COUNTY	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
101-400-441.00	LOCAL COMMUNITY STABILIZATION	3,031.98	3,031.98	0.00	0.00	0.00	0.00	0.00	0.00
101-400-452.00	LICENSES & PERMITS-BUSINESS	1,069.00	1,005.00	1,100.00	1,100.00	775.50	59.50	324.50	70.50
101-400-476.00	SOIL SEDIMENTATION	14,230.00	13,905.00	12,000.00	12,000.00	17,105.00	1,075.00	(5,105.00)	142.54
101-400-477.00	LIC & PERMITS-NON-BUSINESS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
101-400-478.00	DOG LICENSES	1,316.50	1,191.50	1,300.00	1,300.00	1,360.00	10.00	(60.00)	104.62
101-400-478.01	CO MARRIAGE LIC FEE	1,320.00	1,240.00	1,600.00	1,600.00	1,350.00	25.00	250.00	84.38
101-400-479.01	ZONING PERMITS	30,177.20	29,173.76	27,000.00	27,000.00	27,763.89	990.26	(763.89)	102.83
101-400-479.02	SP ZONING MTG	605.00	605.00	0.00	0.00	0.00	0.00	0.00	0.00
101-400-501.01	BULLETPROOF VEST PARTNERSHIP	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
101-400-501.03	ENFORCEMENT ZONE GRANT	12,392.00	9,487.00	11,477.00	8,572.00	8,002.00	0.00	570.00	93.35
101-400-502.01	JAIL TECH UPGRADE	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
101-400-507.00	CO-OP REIMB-PROS ATTY/ADC	61,938.51	50,347.12	55,699.00	55,699.00	52,120.82	5,383.21	3,578.18	93.58
101-400-507.01	PROS ATTY VICTIMS RIGHTS	50,369.66	36,839.49	53,701.00	55,307.57	39,919.56	0.00	15,388.01	72.18
101-400-507.02	WELFARE FRAUD	765.00	765.00	500.00	500.00	337.50	0.00	162.50	67.50
101-400-507.03	CSPA STATE SUPPL PYT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
101-400-508.00	WOMEN'S RESOURCE GRANT	500.00	500.00	0.00	0.00	0.00	0.00	0.00	0.00
101-400-510.00	STONEGARDEN GRANT	40,191.74	38,269.30	40,276.00	29,258.81	27,473.00	0.00	1,785.81	93.90
101-400-512.00	U.S. DEPARTMENT OF JUSTICE GRA	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
101-400-513.00	US DEPT OF AGRICULTURE GRANT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
101-400-514.01	MARINE SAFETY EQUIPMENT - FEDE	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
101-400-527.00	BRYNE GRANT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
101-400-532.00	CONSTRUCTION CODE ADMIN	52,859.00	0.00	46,729.00	46,729.00	0.00	0.00	46,729.00	0.00
101-400-533.00	HOUSING ADMIN	24,354.45	0.00	27,714.00	27,714.00	0.00	0.00	27,714.00	0.00
101-400-535.00	JUVENILE ACCOUNTABILITY GRANT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
101-400-540.00	COURT EQUITY FUND	121,073.00	78,714.00	121,477.00	121,477.00	74,976.00	0.00	46,501.00	61.72
101-400-541.00	PROBATE JUDGES' SALARY	105,004.48	95,592.87	99,834.00	100,560.00	109,973.34	0.00	(9,413.34)	109.36
101-400-541.01	PROBATE STAND/PAYMT	45,724.00	45,724.00	45,724.00	45,724.00	45,724.00	0.00	0.00	100.00
101-400-541.02	CIRCUIT STAND/PAYMT	45,724.00	45,724.00	45,724.00	45,724.00	45,724.00	0.00	0.00	100.00
101-400-541.03	DISTRICT STAND/PAYMT	36,579.20	36,579.20	36,579.00	36,579.00	36,579.20	0.00	(0.20)	100.00
101-400-542.00	ORV ENFORCEMENT GRANT	18,000.00	18,000.00	18,200.00	18,200.00	0.00	0.00	18,200.00	0.00
101-400-543.00	SECONDARY RD PATROL/GRANT	51,466.17	30,849.24	46,729.00	46,729.00	26,112.07	0.00	20,616.93	55.88
101-400-543.04	M.M.R.M.A GRANT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
101-400-544.00	MARINE SAFETY PROGRAM	47,900.00	0.00	49,700.00	49,700.00	0.00	0.00	49,700.00	0.00
101-400-544.01	SNO-MOBILE SAFETY/PROGRAM	7,992.56	7,992.56	7,800.00	7,800.00	6,000.00	0.00	1,800.00	76.92
101-400-545.01	CASEFLOW ASSIST GRANT/DIST	10,436.30	10,436.30	10,000.00	10,000.00	8,536.58	0.00	1,463.42	85.37
101-400-545.02	CASEFLOW ASST GRANT/CIR CT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
101-400-554.00	STATE GRANT	6,261.00	6,261.00	0.00	13,426.98	13,426.98	0.00	0.00	100.00
101-400-560.00	COUNTY JUVENILE OFFICER GRANT	27,317.04	20,487.78	27,317.00	27,317.00	20,487.78	0.00	6,829.22	75.00
101-400-569.05	L.E.P.C.	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
101-400-570.00	CIGARETTE TAX	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
101-400-572.00	STATE GRANT - MSHDA	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
101-400-573.00	LOCAL COMMUNITY STABILIZATION	22,292.85	22,292.85	0.00	0.00	28,663.45	0.00	(28,663.45)	100.00
101-400-574.00	STATE REVENUE SHARING	456,893.59	526,282.59	462,591.00	462,591.00	532,426.07	0.00	(69,835.07)	115.10
101-400-574.01	REVENUE SHARING - COUNTY INCEN	112,846.67	131,654.67	112,847.00	112,847.00	131,654.64	0.00	(18,807.64)	116.67
101-400-575.00	TWP LIQUOR LICENSE	770.00	770.00	770.00	770.00	770.00	770.00	0.00	100.00

PERIOD ENDING 11/30/2018

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

GL NUMBER	DESCRIPTION	END BALANCE	YTD BALANCE	2018		YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BGDG
		12/31/2017	11/30/2017	ORIGINAL BUDGET	2018 AMENDED BUDGET				
Fund 101 - GENERAL COUNTY									
Revenues									
101-400-580.01	CONTRIB FROM OTHER UNITS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
101-400-581.00	REV FROM OTHER COUNTIES	54,490.93	48,710.44	55,189.00	55,189.00	53,450.17	6,518.36	1,738.83	96.85
101-400-582.00	SHERIFF LOCAL GRANTS	1,400.00	1,400.00	0.00	2,300.00	2,300.00	0.00	0.00	100.00
101-400-583.00	LOCAL GRANTS	350.00	350.00	0.00	400.00	400.00	0.00	0.00	100.00
101-400-601.00	CIR CRT COSTS	48,938.81	46,020.01	50,000.00	50,000.00	48,245.43	1,903.16	1,754.57	96.49
101-400-601.01	ATTY FEE REIMB/CIRCUIT	22,526.88	21,393.54	31,000.00	31,000.00	29,203.31	1,736.19	1,796.69	94.20
101-400-601.10	CIR CT GARNISHMENT	705.00	690.00	550.00	550.00	525.00	135.00	25.00	95.45
101-400-602.00	CONTEMPT OF COURT FEE PROBATE	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
101-400-603.00	DISTRICT CRT COSTS	394,902.11	368,902.15	390,000.00	390,000.00	356,373.15	28,912.27	33,626.85	91.38
101-400-603.01	PROBATE CRT COSTS	1,085.00	1,085.00	1,000.00	1,000.00	585.00	0.00	415.00	58.50
101-400-603.11	SMOKING FEES	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
101-400-607.02	CTY GENERAL FILING FEE	4,572.00	4,293.00	5,250.00	5,250.00	4,762.00	465.00	488.00	90.70
101-400-607.03	LATE FEE PRISONER	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
101-400-607.04	CHARGE FOR SERVICE	152,873.28	63,779.00	116,561.00	116,561.00	92,212.44	2,820.66	24,348.56	79.11
101-400-607.14	CHARGE FOR SERVICE - COURT SPE	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
101-400-608.01	MOTION FEE COUNTY	2,140.00	2,090.00	3,000.00	3,000.00	1,815.00	160.00	1,185.00	60.50
101-400-608.02	COUNTY APPEAL FEE	386.00	211.00	200.00	200.00	87.00	0.00	113.00	43.50
101-400-610.00	JURY FEE CIR CT	2,170.00	2,170.00	1,600.00	1,600.00	1,185.00	145.00	415.00	74.06
101-400-612.00	TUSCARORA TWP ORDINANCE FEE	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
101-400-612.01	GIS	2,926.65	2,926.65	1,800.00	1,800.00	2,671.10	0.00	(871.10)	148.39
101-400-613.00	DIST CRT/CIVIL FEES	50,031.50	47,090.50	45,000.00	45,000.00	53,176.75	3,680.75	(8,176.75)	118.17
101-400-613.10	COUNTY REMONUMENTATION	350.94	321.36	300.00	300.00	321.66	29.10	(21.66)	107.22
101-400-614.00	VIOLATION CLEARANCE RECORD	2,745.67	2,459.01	3,000.00	3,000.00	2,872.00	312.89	128.00	95.73
101-400-615.00	DIST CRT/BOND COSTS & FEES	3,700.00	3,350.00	7,000.00	7,000.00	2,090.00	40.00	4,910.00	29.86
101-400-617.00	PROBATE CRT - FEES	0.00	0.00	0.00	0.00	10.00	0.00	(10.00)	100.00
101-400-617.01	CERTIFIED FEES	1,563.00	1,530.00	1,400.00	1,400.00	1,090.00	179.00	310.00	77.86
101-400-617.02	MARRIAGE CEREMONIES	100.00	88.00	100.00	100.00	68.00	0.00	32.00	68.00
101-400-617.03	JURY FEE DEMAND	30.00	30.00	0.00	0.00	0.00	0.00	0.00	0.00
101-400-617.06	WILLS/SAFE KEEPING	425.00	425.00	200.00	200.00	175.00	25.00	25.00	87.50
101-400-617.07	INVENTORY FEE	10,794.15	9,217.12	6,500.00	6,500.00	8,489.83	1,338.11	(1,989.83)	130.61
101-400-617.08	PROBATE CRT/DEPOSIT BOXES	10.00	10.00	20.00	20.00	10.00	0.00	10.00	50.00
101-400-617.10	PROBATE CRT-MOT/PET/ACCT/OB	1,260.00	1,220.00	1,400.00	1,400.00	1,250.00	140.00	150.00	89.29
101-400-618.00	CO TREAS-CURRENT SERVICES	3,107.00	3,107.00	3,700.00	3,700.00	1,852.50	0.00	1,847.50	50.07
101-400-618.01	VETERAN'S FEES - ID CARDS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
101-400-618.02	REGISTER OF DEEDS TAX CERTIFIC	6,260.00	5,775.00	4,500.00	4,500.00	5,940.00	495.00	(1,440.00)	132.00
101-400-619.00	CO CLERK/CURRENT SERVICES	24,461.00	22,546.00	21,000.00	21,000.00	20,768.00	1,201.00	232.00	98.90
101-400-619.01	PASSPORT FEES	1,375.00	1,375.00	1,600.00	1,600.00	0.00	0.00	1,600.00	0.00
101-400-619.02	CREMATION FEE	1,430.00	1,320.00	1,000.00	1,000.00	1,230.00	100.00	(230.00)	123.00
101-400-619.03	SUBPOENA FEE	30.00	30.00	0.00	0.00	0.00	0.00	0.00	0.00
101-400-619.04	CRIME VICTIM ADMIN FEES	1,609.59	1,494.61	1,700.00	1,700.00	1,434.01	97.11	265.99	84.35
101-400-619.05	STATE FORENSIC ADMIN FEE	16.00	16.00	0.00	0.00	33.69	19.00	(33.69)	100.00
101-400-619.06	NOTARY FEES	474.00	458.00	275.00	275.00	464.00	56.00	(189.00)	168.73
101-400-620.00	REGISTER OF DEEDS FEES	327,124.40	304,290.85	250,000.00	250,000.00	301,427.96	28,279.45	(51,427.96)	120.57
101-400-622.00	C.C.F. COLLECTION FEE	2,100.84	1,987.09	2,400.00	2,400.00	2,495.10	57.75	(95.10)	103.96
101-400-622.01	25% ATTY FEES REIMB	377.25	372.25	500.00	500.00	350.75	25.00	149.25	70.15
101-400-622.02	ATTY FEE REIMB/PROBATE	2,156.75	2,141.75	1,200.00	1,200.00	1,052.25	75.00	147.75	87.69
101-400-625.00	DNA COLLECTION	375.63	345.63	0.00	0.00	418.20	23.24	(418.20)	100.00
101-400-625.01	SEX OFFENDER REGISTRATION	2,720.00	2,680.00	3,500.00	3,500.00	3,180.00	100.00	320.00	90.86
101-400-625.25	DNA COLLECTION - SHERIFF	931.55	856.55	200.00	200.00	1,045.50	58.09	(845.50)	522.75
101-400-625.36	DNA COLLECTION - DISTRICT COUR	0.00	0.00	100.00	100.00	0.00	0.00	100.00	0.00
101-400-628.02	BOAT LIVERY INSPECTIONS	30.00	30.00	50.00	50.00	12.00	0.00	38.00	24.00
101-400-628.03	PRISONER BOARD	50,697.60	48,726.04	45,000.00	45,000.00	36,914.71	0.00	8,085.29	82.03
101-400-628.04	PRISONER MEDICAL	3,238.69	2,994.82	3,500.00	3,500.00	3,556.56	320.26	(56.56)	101.62
101-400-628.05	ACCIDENT REPORT FEES	830.05	794.05	700.00	700.00	770.00	0.00	(70.00)	110.00

PERIOD ENDING 11/30/2018

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GL NUMBER	DESCRIPTION	END BALANCE 12/31/2017	YTD BALANCE 11/30/2017	2018		YTD BALANCE 11/30/2018	ACTIVITY FOR MONTH 11/30/18	AVAILABLE BALANCE	% BDGT USED
				ORIGINAL BUDGET	2018 AMENDED BUDGET				
Fund 101 - GENERAL COUNTY									
Revenues									
101-400-628.07	DOC/TRANSPORT REIMB	3,489.29	3,489.29	2,500.00	2,500.00	3,910.82	286.95	(1,410.82)	156.43
101-400-628.08	WORK RELEASE	26,119.51	24,788.69	30,000.00	30,000.00	29,536.50	2,252.68	463.50	98.46
101-400-628.09	PRISONER BOARD-OUT COUNTY	0.00	0.00	1,050.00	1,050.00	0.00	0.00	1,050.00	0.00
101-400-628.10	DIVERTED FELONS-LOC REIMBURSE	23,385.00	22,025.00	20,000.00	20,000.00	16,020.00	0.00	3,980.00	80.10
101-400-628.12	PRISONER TRANSPORT REIMBURSE	471.95	451.95	1,000.00	1,000.00	50.00	0.00	950.00	5.00
101-400-628.13	MEDICAL REIMBURSE-OUT COUNTY	0.00	0.00	50.00	50.00	0.00	0.00	50.00	0.00
101-400-628.14	FINDERS FEE SS JAIL	13,400.00	12,800.00	8,000.00	8,000.00	8,500.00	0.00	(500.00)	106.25
101-400-628.16	PRE-EMPLOYMENT FINGERPRINTS	120.00	100.00	200.00	200.00	120.00	0.00	80.00	60.00
101-400-628.17	CCW FINGERPRINT FEE	3,210.00	3,015.00	5,000.00	5,000.00	3,765.00	255.00	1,235.00	75.30
101-400-628.18	DRUNK DRIVERS ASSESSMENT	2,660.00	2,510.00	3,500.00	3,500.00	3,285.00	350.00	215.00	93.86
101-400-628.19	TETHER FEES	930.00	730.00	0.00	0.00	0.00	0.00	0.00	0.00
101-400-628.20	SOBER LINK FEES	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
101-400-630.00	OTHER REVENUE	1,901.30	1,370.80	25.00	25.00	169.75	34.00	(144.75)	679.00
101-400-630.03	SALE BOOK	105.00	105.00	200.00	200.00	90.00	0.00	110.00	45.00
101-400-632.00	ADMIN/CRIME VIC RIGHTS ASST	95.50	92.00	0.00	0.00	68.49	2.50	(68.49)	100.00
101-400-633.00	TAX RECORDS SEARCH FEE	888.40	888.40	1,200.00	1,200.00	2,148.61	0.00	(948.61)	179.05
101-400-639.00	GAMBLING SCREENING	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
101-400-644.00	SALE OF SCRAP & SALVAGE	70.00	70.00	0.00	0.00	2,470.97	2,436.97	(2,470.97)	100.00
101-400-647.00	DVD RECORDINGS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
101-400-650.02	REGISTRATION / ENTRY FEES	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
101-400-651.10	REGISTER OF DEEDS - ONLINE SER	15,613.00	14,002.00	15,000.00	15,000.00	18,403.00	2,206.00	(3,403.00)	122.69
101-400-654.99	GRAND STAND RECEIPTS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
101-400-655.03	50/50 RAFFLE	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
101-400-656.00	BOND FORFEITURES	14,700.00	12,150.00	1,000.00	1,000.00	22,935.00	1,355.00	(21,935.00)	2,293.50
101-400-656.01	ORDINANCE FINES & COSTS	19,587.92	17,902.87	15,000.00	15,000.00	30,621.38	2,257.35	(15,621.38)	204.14
101-400-657.00	DRUG FORFEITURES - SHERIFF	3,250.00	3,250.00	0.00	0.00	0.00	0.00	0.00	0.00
101-400-657.01	DRUG FORFEITURES - PROSECUTOR	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
101-400-658.00	FORFEITURES - SHERIFF	550.00	550.00	0.00	0.00	0.00	0.00	0.00	0.00
101-400-665.00	INTEREST EARNED	24,941.00	20,057.89	15,600.00	15,600.00	20,605.60	1,627.41	(5,005.60)	132.09
101-400-665.01	T & A INTEREST	2,046.64	1,928.50	1,700.00	1,700.00	1,573.89	313.70	126.11	92.58
101-400-668.00	RENTS	62,284.08	53,166.74	58,000.00	58,000.00	53,166.74	4,833.34	4,833.26	91.67
101-400-669.00	BLDG & GROUNDS RENTAL	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
101-400-669.02	EQUIPMENT RENTAL	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
101-400-673.00	SALE OF FIXED ASSETS	1.00	526.00	0.00	0.00	2,371.00	0.00	(2,371.00)	100.00
101-400-673.01	CAMPING	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
101-400-675.00	CONTRIB & DONATIONS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
101-400-675.05	CONTRIBUTION TO MARINE DIVISIC	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
101-400-675.06	DONATION - CANINE UNIT	6,074.65	5,599.82	10,000.00	24,500.00	19,867.89	1,917.11	4,632.11	81.09
101-400-676.00	CONT FROM OTHER FUNDS	0.00	0.00	23,652.00	23,652.00	0.00	0.00	23,652.00	0.00
101-400-676.01	REIMBURSEMENTS	4,013.99	417.40	0.00	0.00	429.92	93.92	(429.92)	100.00
101-400-676.13	89TH JURY REIMBURSEMENT	120.00	0.00	0.00	0.00	195.00	0.00	(195.00)	100.00
101-400-676.14	CIR CRT JURY REIMBURSEMENT	3,385.00	2,410.00	4,300.00	4,300.00	605.00	0.00	3,695.00	14.07
101-400-676.17	89TH DISTRICT COURT REIMBURSEM	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
101-400-676.18	PROBATE JURY REIMBURSEMENT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
101-400-678.00	INSURANCE & BOND REIMBURSEMENT	62,875.57	62,875.57	5,780.00	5,780.00	123,699.00	0.00	(117,919.00)	2,140.12
101-400-681.00	ELECTION REFUNDS	127.04	98.08	200.00	200.00	143.68	0.00	56.32	71.84
101-400-682.00	DATA PROCESSING FEES	21,733.75	6,000.00	18,500.00	18,500.00	6,000.00	2,000.00	12,500.00	32.43
101-400-682.01	PA BLOOD TEST REIMB	19.35	18.61	250.00	250.00	28.96	3.46	221.04	11.58
101-400-682.02	AERIAL MAPS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
101-400-682.03	COUNTY MAPS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
101-400-683.00	RETURNED CHECK FEES	780.71	680.71	200.00	200.00	293.77	11.83	(93.77)	146.89
101-400-686.00	P/A LEGAL/ABUSED & NEG CHLD	42,212.79	40,379.17	48,000.00	48,000.00	45,465.23	3,209.16	2,534.77	94.72
101-400-687.00	WAGE REIMBURSEMENT	0.00	0.00	6,200.00	6,200.00	0.00	0.00	6,200.00	0.00
101-400-687.06	SHERIFF WAGE REIMB/INTERNAL TR	9,620.86	7,747.60	11,918.00	11,918.00	7,070.55	0.00	4,847.45	59.33

PERIOD ENDING 11/30/2018

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GL NUMBER	DESCRIPTION	END BALANCE 12/31/2017	YTD BALANCE 11/30/2017	2018		YTD BALANCE 11/30/2018	ACTIVITY FOR MONTH 11/30/18	AVAILABLE BALANCE	% BDGT USED
				ORIGINAL BUDGET	2018 AMENDED BUDGET				
Fund 101 - GENERAL COUNTY									
Expenditures									
351	CORRECTIONS/COMMUNICATIONS	1,531,927.82	1,283,545.48	1,529,452.00	1,533,461.00	1,363,522.59	174,025.84	169,938.41	88.92
412	PLANNING/ZONING DEPT	317,751.50	283,934.73	364,098.00	357,829.08	197,155.13	27,743.13	160,673.95	55.10
423	HOMELAND SECURITY EXERCISE GRA	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
426	TRI-COUNTY EMERGENCY MANAGEMEN	82,007.89	65,400.32	78,285.00	78,285.00	36,791.83	0.00	41,493.17	47.00
428	L.E.P.C. DEPT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
430	ANIMAL SHELTER/DOG WARDEN	180,480.89	180,162.99	157,709.00	157,709.00	174,307.80	553.68	(16,598.80)	110.52
441	DEPARTMENT OF PUBLIC WORKS	203.33	203.33	340.00	340.00	253.96	0.00	86.04	74.69
600	HEALTH DEPARTMENTS	338,149.00	338,149.00	343,157.00	343,157.00	343,157.00	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	11,888.38	11,152.94	19,508.00	19,518.00	12,417.28	735.44	7,100.72	63.62
651	AMBULANCE	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
682	VETERANS	113,425.40	98,669.53	125,568.00	128,091.85	104,040.17	12,417.86	24,051.68	81.22
691	CHEBOYGAN COUNTY HOUSING	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
700	CASH CONTROL	0.00	0.00	229,128.00	227,692.13	0.00	0.00	227,692.13	0.00
731	COUNTY MSU EXTENSION OFFICE	131,648.98	123,558.48	134,862.00	134,901.00	129,208.58	6,151.31	5,692.42	95.78
751	FAIR GROUNDS / EVENTS	36,794.68	36,279.14	56,012.00	56,058.00	49,255.53	3,986.12	6,802.47	87.87
753	VETERANS MEMORIAL PARK	0.00	0.00	7,000.00	7,000.00	1,100.00	125.00	5,900.00	15.71
784	SOIL CONSERVATION	13,231.66	13,230.52	13,720.00	13,720.00	12,993.92	1.27	726.08	94.71
802	PLAT BOARD	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
900	SPECIAL APPROPRIATIONS	80,000.00	80,000.00	112,500.00	112,500.00	103,500.00	0.00	9,000.00	92.00
902	APPRO/TRANSFERS TO OTHER FUNDS	1,134,259.95	597,491.42	4,230,471.00	4,231,805.07	519,766.83	27,902.47	3,712,038.24	12.28
941	GENERAL CONTINGENCY	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
954	INSURANCES	172,528.11	170,488.11	197,400.00	197,400.00	177,144.64	0.00	20,255.36	89.74
TOTAL EXPENDITURES		11,611,492.78	9,780,001.85	15,745,453.00	15,780,043.31	10,305,804.02	1,042,526.31	5,474,239.29	65.31
Fund 101 - GENERAL COUNTY:									
TOTAL REVENUES		11,877,099.56	10,767,300.40	15,745,453.00	15,780,043.31	10,988,420.52	375,590.09	4,791,622.79	69.63
TOTAL EXPENDITURES		11,611,492.78	9,780,001.85	15,745,453.00	15,780,043.31	10,305,804.02	1,042,526.31	5,474,239.29	65.31
NET OF REVENUES & EXPENDITURES		265,606.78	987,298.55	0.00	0.00	682,616.50	(666,936.22)	(682,616.50)	100.00

FROM 11/01/2018 TO 11/30/2018

FUND: ALL FUNDS

CASH AND INVESTMENT ACCOUNTS

Fund	Description	Beginning Balance 11/01/2018	Total Debits	Total Credits	Ending Balance 11/30/2018
101	GENERAL COUNTY	9,395,815.88	833,944.33	1,316,028.64	8,913,731.57
102	FAMILY COUNSELING FUND	31,728.32	45.00	0.00	31,773.32
105	TERMINATION LIABILITY FUND	25,538.02	773.47	1,546.94	24,764.55
107	P A 302 TRAINING FUND	8,920.89	0.00	956.03	7,964.86
108	PUBLIC ACT 106 FUND	64,338.91	0.00	0.00	64,338.91
111	PROBATION ENHANCEMENT FUND	10,574.08	50.00	211.88	10,412.20
112	VICTIM'S RESTITUTION FUND	864.99	0.00	0.00	864.99
114	COUNTY REMONUMENTATION GRANT FUND	2,592.23	0.00	0.00	2,592.23
201	COUNTY ROAD	3,181,845.47	537,540.01	1,623,060.07	2,096,325.41
210	JAWS OF LIFE FUND	0.00	0.00	0.00	0.00
211	COMMUNITY PROJECTS	4,865.59	0.00	0.00	4,865.59
214	SANE/SPECIAL PROSECUTION UNIT	0.00	0.00	0.00	0.00
215	FRIEND OF THE COURT-FAMILY COURT FUND	(102,772.00)	38,350.04	73,113.33	(137,535.29)
217	AMBULANCE MILLAGE	54,390.24	0.00	28,764.17	25,626.07
218	TOWNSHIP ROAD LOAN PRG	(156,049.86)	0.00	0.00	(156,049.86)
220	DORIS REID BUILDING	132,291.09	6,601.92	1,563.92	137,329.09
226	RECYCLING	228,505.20	4,384.48	29,257.34	203,632.34
230	CELLULAR PHONE FLOW THROUGH	0.00	0.00	0.00	0.00
231	CCE 911 4% PHONE SURCHARGE	604.95	38,957.65	39,557.22	5.38
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	50,431.28	51,638.87	51,086.46	50,983.69
256	REGISTER OF DEEDS AUTOMATION	406,492.80	2,862.58	1,242.45	408,112.93
258	DISASTER CONTINGENCY FUND	10,000.00	0.00	0.00	10,000.00
259	MICHIGAN INDIGENT DEFENSE	0.00	111,707.88	455.74	111,252.14
260	SHERIFF'S WORK CREW PROGRAM	(9,864.35)	3,510.47	5,742.51	(12,096.39)
262	SHERIFF SPECIAL PROJECTS FUND	1,145.81	0.00	0.00	1,145.81
263	CONCEALED PISTOL LICENSING	44,512.41	699.23	1.26	45,210.38
264	LOCAL CORR OFFICER TRAIN FUND	23,228.50	613.98	1,059.07	22,783.41
266	D.A.R.E.	2,148.71	0.00	0.00	2,148.71
267	DRUG COURT - ADULT - CIRCUIT	25,459.32	4,613.48	12,143.03	17,929.77
268	SOBRIETY COURT	15,551.79	1,060.00	255.00	16,356.79
269	COUNTY LAW LIBRARY	2,034.42	0.00	1,261.84	772.58
270	VETERANS ASSISTANCE FUND	22,304.99	0.00	0.00	22,304.99
272	VETERANS MEMORIAL PARK	0.00	0.00	0.00	0.00
273	ORV FUND	1,762.50	0.00	0.00	1,762.50
276	SAYPA PROGRAM	60,617.23	300.00	5,832.56	55,084.67
277	SENIOR CITIZEN MILLAGE	332,750.99	0.00	51,738.84	281,012.15
281	CHEBOYGAN COUNTY HOUSING COMM-ESCROW	35,053.20	87.15	0.00	35,140.35
283	CHEBOYGAN COUNTY HOUSING GRANT	199,751.66	297.71	236.23	199,813.14
286	REVENUE SHARING RESERVE FUND	0.00	0.00	0.00	0.00
289	CHEB SOC SER - COUNTY FUNDS	0.00	239.24	99.62	139.62
292	CHILD CARE - FAMILY COURT	92,631.15	38,926.63	31,694.05	99,863.73
293	SOLDIERS RELIEF	0.00	0.00	0.00	0.00
294	VETERANS TRUST	0.00	0.00	0.00	0.00
297	SENIOR CITIZENS/BUSING FUND	0.00	6,250.00	6,250.00	0.00
299	DAV VAN	600.00	0.00	0.00	600.00
351	INVERNESS SEWER PROJECT	5,363.99	0.49	0.00	5,364.48
352	CTY ROAD CONST PROJECT DEBT SERVICE	337,675.31	18,030.33	0.00	355,705.64
401	CRT HOUSE PRESERVATION FUND	(1,785,921.22)	0.00	444,415.12	(2,230,336.34)
418	D.H.S. BUILDING FUND	30,583.86	1,566.66	0.00	32,150.52
422	DORIS REID BUILDING CAPITAL PROJECT FUND	(107,496.94)	0.00	1,855.55	(109,352.49)
430	ANIMAL CONTROL CAPTIAL PROJECT FUND	(48,475.70)	0.00	2,449.71	(50,925.41)
450	CCE 911 DEVELOPMENT & CAPITAL FUND	361,177.96	0.00	0.00	361,177.96
509	COUNTY MARINA	138,719.67	1,032.86	6,604.68	133,147.85
516	100% TAX PAYMENT FUND	8,083,356.98	160,602.30	4,523.47	8,239,435.81
517	TAX FORCLOSURE FUND	540,408.14	12,000.95	3,100.59	549,308.50

CASH SUMMARY BY FUND FOR CHEBOYGAN COUNTY

FROM 11/01/2018 TO 11/30/2018

FUND: ALL FUNDS

CASH AND INVESTMENT ACCOUNTS

Fund	Description	Beginning Balance 11/01/2018	Total Debits	Total Credits	Ending Balance 11/30/2018
561	COUNTY FAIR	40,737.05	2,218.57	17,382.40	25,573.22
588	STRAITS REGIONAL RIDE	65,029.58	142,507.19	144,726.14	62,810.63
595	JAIL COMMISSARY FUND	49,214.54	22,130.90	12,772.16	58,573.28
701	T & A ACCOUNT	609,392.81	826,444.56	973,611.56	462,225.81
706	FRIEND OF THE COURT	200.00	0.00	0.00	200.00
721	LIBRARY	140,471.87	10,845.63	0.00	151,317.50
760	DISTRICT COURT	46,600.67	0.00	9,486.69	37,113.98
764	INMATE TRUST FUND	10,167.61	27,317.28	21,952.45	15,532.44
802	REVOLVING DRAIN FUND	100.00	0.00	0.00	100.00
	TOTAL - ALL FUNDS	22,724,013.95	2,908,151.84	4,926,038.72	20,706,127.07

ADMINISTRATOR'S REPORT

1-8-19

JAIL PROJECT: The project is nearing completion. The kitchen is operational and is serving meals. A project punch list is currently being addressed by the contractor. The security contractor is currently in the process of completing wiring for door, camera and intercom systems.

The storage building contractor has completed initial punch list items. The contractor will return in the spring to complete final items dependent on weather conditions.

CCE 911 RADIO PROJECT:

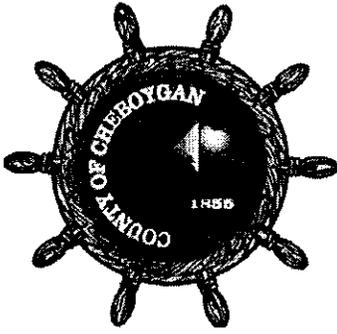
Staff and the Treasurer will be meeting with Bond Counsel and Financial Advisers to begin the Installment Loan Purchase to secure proceeds for the project.

SOLID WASTE PLAN:

The Board Appointment and Procedures Committee can now take action to appoint the Solid Waste Plan Committee to work with NEMCOG to begin the amendment process.

2019-2020 Appointments-Board of Commissioners

COMMITTEE	APPOINTMENT	MEETS	LOCATION	DAY/TIME
Airport Authority Board	Newman (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	Matelski Liaison	Monthly	Alpena	4th Mon @ 1:00 pm
Board Appointments & Procedures	*Sangster, Matelski & Gouine	As called	County Bldg	Varies
CCE 911 Board	Wallace (Newman alternate)	Monthly	Petoskey	3rd Wed @ 3:00
CCE OEM Board	Wallace	Quarterly	Petoskey	2nd Thur @ 11:30
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	Newman, Gouine (Matelski, Sangster alt. w/vote)	Monthly	Rotates 4 Cnties	3rd Tues @ 10:00
Economic Development Corp/Brownfield	Sangster, Wallace	Monthly	County Bldg	3rd Thur @ 2:00
Emergency Food & Shelter Program	Wallace	Varies	Salvation Army	Varies
Fair Board	Gouine (Matelski alternate)	Monthly	County Bldg	1st Mon @ 7:00
Finance Committee	*Wallace & Entire Board	Monthly	County Bldg	2nd Tues @ 9:30
LEPC/LPT	*Wallace, Sangster	Quarterly	County Bldg	2nd Mon @ 10:00
MAC Workman's Comp Board/Safety	Newman	Quarterly	Lansing	Varies
Millage Appropriation Committee	*Gouine, Wallace, Tryban	As called	County Bldg	Varies
North Country Mental Health Board	Newman	Monthly	Petoskey/Bellaire	3rd Thur @ 4:00
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
Nrthrn Cheb Cnty Intermunicipal Pnng Comr	Newman, Sangster, Tryban	Quarterly	Inverness Twp Hall	1st Mon @ 7:00 pm
Nrthrn Lakes Economic Alliance NLEA	Sangster	Bi-Monthly	Boyne City	3rd Thur @ 9:00
Nrthrn MI Regional Entity	Wallace	Bi-Monthly	Gaylord	1st Mon @ 10:00
Nrthrn MI Counties Association	Warfield	Monthly	Grayling Twp Hall	3rd Mon @ 9:45-12:00
Pigeon River Advisory Council	Horrocks	Quarterly	Vanderbilt	Varies @ 5:00
Planning Commission	Gouine (Matelsi, Tryban alternates)	Monthly 2-3	County Bldg	1st & 3rd Wed @ 7:00
Plat Board	Tryban	As called	County Bldg	Varies
PIE&G	Matelski Liaison	Monthly	PIE&G Onaway	4th Tues @ 9:30 am
Re monumentation Peer Group Meetings	Wallace Liaison	As called	County Bldg	Varies
Road Commission	Warfield	Monthly 2	Road Commission	Varies
Soil Conservation Board	Gouine Liaison	Bi-Monthly	County Bldg	4th Tues @ 7:00 pm
Straits Area Narcotics Enforcement Team	Newman (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	Wallace	As called	County Bldg	Varies/Spring
Trailways Advisory Council	Warfield	Monthly	County Bldg	4th Wed @ 8:30 am
Veterans Services	Gouine Liaison	As Called	County Bldg	Varies
Waterways Commission	Gouine (Sangster alternate)	Monthly(8)	County Bldg	3rd Wed @ 8:00
Zoning Board of Appeals	Gouine (Warfield alternate)	Monthly	County Bldg	4th Wed @ 7:00 pm



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Cheboygan County Board of Commissioners' Meeting

January 8, 2019

Title MDOT Third party contract # 2017-0032/P6-S1

Summary: This Contract to insure as a vendor Jorgensen Ford Sales agrees to Federal contract clauses. The County of Cheboygan agrees that they have abided by the Federal bidding process for Materials and Supplies under \$ 150,000.00 as well as prompt payment clauses as part of this purchase.

Financial Impact: \$ 31,524.99 for Truck Plow, Plow shoes and Snow deflector.

Recommendation: Motion to approve MDOT Contract 2017- 0032/p6-S1 for the purchase of Maintenance plow truck for SRR and make necessary revenue and expense adjustments to SRR budget for 2019 and authorize chair to sign.

Prepared by: Mike Couture
Transportation Director

Department: Straits Regional Ride

**Cheboygan County Board
of Commissioners**

Third Party Contract

2017-0032/P6/S1

This AGREEMENT is entered into this ___ day of _____, 201_ by and between the Cheboygan Board of Commissioners (hereinafter referred to as "Agency", located at 870 South Main Street, Cheboygan, Michigan 49721 and Jorgensen Ford Sales, Inc. (hereinafter referred to as "Contractor"), located at 8333 Michigan, Detroit, Michigan 48210.

WITNESSETH:

In consideration of the covenants, recitals, promises, representations and agreements herein set forth, the Agency and the Contractor do hereby expressly agree as follows:

**ARTICLE 1
SCOPE OF WORK**

It is mutually understood and agreed that:

The Contractor shall perform in accordance with this contract, and shall furnish all materials, performance of work, and services required to perform and complete in a sound, economical and efficient manner, and in accordance with provisions hereof and all applicable laws, all the work required for the following project:

Deliver one (1) 2019 Ford F250 4x4 Regular Cab Pickup Truck with Western Snow Plow

**ARTICLE II
COMPONENT PARTS OF THIS CONTRACT**

This contract consists of this agreement and the following component parts. Components which are incorporated by reference and made part of this contract even if not attached hereto are referenced by title, date or other method of identification.

Request for Quotes- Issue date 11/2/18
Jorgensen Ford Sales, Inc quote- Receive date 11/20/18
Federally Required Contract Clauses Governing Documents-Attachment A- Materials and Supplies-Michigan Department of Transportation- 3164 (08/18)
Appendix A (Prohibition of Discrimination in State Contracts)

Any inconsistency in the terms associated with this Contract will be resolved by the following Order of precedence:

- (a) Published addenda modifying the RFQ
- (b) The contents of the RFQ
- (c) Contractor's response to the RFQ requirements

ARTICLE III TIME

It is mutually understood and agreed that the Contractor will commence the work to be performed under this contract after this document is approved by the Michigan Department of Transportation. The signed and executed Third Party contract will serve as the "Notice to Proceed" subject to authorized adjustments, completion shall be achieved, and the truck with snow plow shall be delivered according to the Terms and Conditions of this Agreement by April 1, 2019.

ARTICLE IV PRICE

It is mutually understood and agreed that the Agency will pay a firm, fixed amount in a lump sum of \$31,524.99 in current funds to the vendor, for delivery of the work described in Article I as specified, subject to any deduction or additions provided by Change Order as provided in the Terms and Conditions. The total costs are not to exceed the Contract maximum amount of \$31,524.99.

The CONTRACTOR agrees that the costs reported to the AGENCY for this Contract will represent only those items which are properly chargeable in accordance with this Contract. The CONTRACTOR also certifies that it has read the Contract terms and has made itself aware of the applicable laws, regulations, and terms of this Contract that apply to the reporting of costs incurred under the terms of this Contract.

If progress payments are made for costs incurred by the contractor prior to the completion of work, the AGENCY shall obtain adequate security for those payments; and, the CONTRACTOR will provide sufficient documentation to substantiate the work performed for which payment is requested.

PROMPT PAYMENT The AGENCY agrees to pay each subcontractor for the satisfactory completion of work associated with the subcontract no later than ten (10) calendar days from the receipt of each payment the AGENCY receives from the DEPARTMENT. The AGENCY agrees further to return retainage payments to each subcontractor within thirty (30) calendar days after the subcontractor's work is satisfactorily completed. These requirements are also applicable to all sub-tier subcontractors and is made a part of this subcontract agreements. This prompt payment provision is a requirement of Title 49 CFR, Part 26.29 and applies to both DBE and non-DBE subcontractors.

APPENDIX A
PROHIBITION OF DISCRIMINATION IN STATE CONTRACTS

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

1. In accordance with Public Act 453 of 1976 (Elliott-Larsen Civil Rights Act), the contractor shall not discriminate against an employee or applicant for employment with respect to hire, tenure, treatment, terms, conditions, or privileges of employment or a matter directly or indirectly related to employment because of race, color, religion, national origin, age, sex, height, weight, or marital status. A breach of this covenant will be regarded as a material breach of this contract. Further, in accordance with Public Act 220 of 1976 (Persons with Disabilities Civil Rights Act), as amended by Public Act 478 of 1980, the contractor shall not discriminate against any employee or applicant for employment with respect to hire, tenure, terms, conditions, or privileges of employment or a matter directly or indirectly related to employment because of a disability that is unrelated to the individual's ability to perform the duties of a particular job or position. A breach of the above covenants will be regarded as a material breach of this contract.
2. The contractor hereby agrees that any and all subcontracts to this contract, whereby a portion of the work set forth in this contract is to be performed, shall contain a covenant the same as hereinabove set forth in Section 1 of this Appendix.
3. The contractor will take affirmative action to ensure that applicants for employment and employees are treated without regard to their race, color, religion, national origin, age, sex, height, weight, marital status, or any disability that is unrelated to the individual's ability to perform the duties of a particular job or position. Such action shall include, but not be limited to, the following: employment; treatment; upgrading; demotion or transfer; recruitment; advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship.
4. The contractor shall, in all solicitations or advertisements for employees placed by or on behalf of the contractor, state that all qualified applicants will receive consideration for employment without regard to race, color, religion, national origin, age, sex, height, weight, marital status, or disability that is unrelated to the individual's ability to perform the duties of a particular job or position.
5. The contractor or its collective bargaining representative shall send to each labor union or representative of workers with which the contractor has a collective bargaining agreement or other contract or understanding a notice advising such labor union or workers' representative of the contractor's commitments under this Appendix.
6. The contractor shall comply with all relevant published rules, regulations, directives, and orders of the Michigan Civil Rights Commission that may be in effect prior to the taking of bids for any individual state project.

7. The contractor shall furnish and file compliance reports within such time and upon such forms as provided by the Michigan Civil Rights Commission; said forms may also elicit information as to the practices, policies, program, and employment statistics of each subcontractor, as well as the contractor itself, and said contractor shall permit access to the contractor's books, records, and accounts by the Michigan Civil Rights Commission and/or its agent for the purposes of investigation to ascertain compliance under this contract and relevant rules, regulations, and orders of the Michigan Civil Rights Commission.
8. In the event that the Michigan Civil Rights Commission finds, after a hearing held pursuant to its rules, that a contractor has not complied with the contractual obligations under this contract, the Michigan Civil Rights Commission may, as a part of its order based upon such findings, certify said findings to the State Administrative Board of the State of Michigan, which State Administrative Board may order the cancellation of the contract found to have been violated and/or declare the contractor ineligible for future contracts with the state and its political and civil subdivisions, departments, and officers, including the governing boards of institutions of higher education, until the contractor complies with said order of the Michigan Civil Rights Commission. Notice of said declaration of future ineligibility may be given to any or all of the persons with whom the contractor is declared ineligible to contract as a contracting party in future contracts. In any case before the Michigan Civil Rights Commission in which cancellation of an existing contract is a possibility, the contracting agency shall be notified of such possible remedy and shall be given the option by the Michigan Civil Rights Commission to participate in such proceedings.
9. The contractor shall include or incorporate by reference, the provisions of the foregoing paragraphs (1) through (8) in every subcontract or purchase order unless exempted by rules, regulations, or orders of the Michigan Civil Rights Commission; all subcontracts and purchase orders will also state that said provisions will be binding upon each subcontractor or supplier.

Revised June 2011

Attachment A

Attachment number or letter

Michigan Department
of Transportation
3164 (08/18)

**MATERIALS AND SUPPLIES
LESS THAN \$150,000**

Page 1 of 10

GOVERNMENT WIDE DEBARMENT AND SUSPENSION (NON PROCUREMENT)

Applicability – all contracts more than \$25,000.

The Recipient agrees to the following:

1. It will comply with the requirements of 2 C.F.R. part 180, subpart C, as adopted and supplemented by U.S. DOT regulations at 2 C.F.R. part 1200, which include the following: (a) It will not enter into any arrangement to participate in the development or implementation of the Project with any Third Party Participant that is debarred or suspended except as authorized by: 1 U.S. DOT regulations, "Nonprocurement Suspension and Debarment," 2 C.F.R. part 1200, 2 U.S. OMB, "Guidelines to Agencies on Governmentwide Debarment and Suspension (Nonprocurement)," 2 C.F.R. part 180, including any amendments thereto, and 3 Executive Orders Nos. 12549 and 12689, "Debarment and Suspension," 31 U.S.C. § 6101 note, (b) It will review the U.S. GSA "System for Award Management," <http://https://www.sam.gov.proxy1.semalt.design> if required by U.S. DOT regulations, 2 C.F.R. part 1200, and (c) It will include, and require each of its Third Party Participants to include, a similar provision in each lower tier covered transaction, ensuring that each lower tier Third Party Participant: 1 Will comply with Federal debarment and suspension requirements, and 2 Reviews the "System for Award Management" at <http://https://www.sam.gov.proxy1.semalt.design> if necessary to comply with U.S. DOT regulations, 2 C.F.R. part 1200.
2. If the Recipient suspends, debars, or takes any similar action against a Third Party Participant or Individual, the Recipient will provide immediate written notice to the: (a) FTA Regional Counsel for the Region in which the Recipient is located or implements the Project, (b) FTA Project Manager if the Project is administered by an FTA Headquarters Office, or (c) FTA Chief Counsel.

CONTRACTOR / COMPANY NAME
Jorgensen Ford Sales INC: Fleet Manager Bill McCarthy

NAME, TITLE AND SIGNATURE OF CONTRACTOR'S AUTHORIZED OFFICIAL:

TYPE OR PRINT NAME	TITLE
W.J. Mc CARTHY	FLEET DEPARTMENT MANAGER
SIGNATURE	DATE
<i>W J Mc Carthy</i>	12-3-18

FLY AMERICA REQUIREMENTS

Applicability – all contracts involving transportation of persons or property, by air between the U.S. and/or places outside the U.S. These requirements do not apply to micro-purchases (\$3,500 or less, except for construction contracts over \$2,000).

Contractor shall comply with 49 USC 40118 (the "Fly America" Act) in accordance with General Services Administration regulations 41 CFR 301-10, stating that recipients and subrecipients of Federal funds and their contractors are required to use US Flag air carriers for US Government-financed international air travel and transportation of their personal effects or property, to the extent such service is available, unless travel by foreign air carrier is a matter of necessity, as defined by the Fly America Act. Contractor shall submit, if a foreign air carrier was used, an appropriate certification or memorandum adequately explaining why service by a US flag air carrier was not available or why it was necessary to use a foreign air carrier and shall, in any event, provide a certificate of compliance with the Fly America requirements. Contractor shall include the requirements of this section in all subcontracts that may involve international air transportation.

CARGO PREFERENCE

Applicability – all contracts involving equipment, materials or commodities which may be transported by ocean vessels. These requirements do not apply to micro-purchases (\$3,500 or less, except for construction contracts over \$2,000).

Contractor shall:

- a. Use privately owned US-Flag commercial vessels to ship at least 50% of the gross tonnage (computed separately for dry bulk carriers, dry cargo liners and tankers) involved, whenever shipping any equipment, material or commodities pursuant to the underlying contract to the extent such vessels are available at fair and reasonable rates for US flag commercial vessels;
- b. Furnish within 20 working days following the loading date of shipments originating within the US or within 30 working days following the loading date of shipments originating outside the US, a legible copy of a rated, "on-board" commercial bill-of-lading in English for each shipment of cargo described herein to the Division of National Cargo, Office of Market Development, Maritime Administration, Washington, DC 20590 and to the recipient (through contractor in the case of a subcontractor's bill-of-lading.);
- c. Include these requirements in all subcontracts issued pursuant to this contract when the subcontract involves the transport of equipment, material or commodities by ocean vessel.

ENERGY CONSERVATION

Applicability – all contracts except micro-purchases (\$3,500 or less, except for construction contracts over \$2,000). Contractor shall comply with mandatory standards and policies relating to energy efficiency, stated in the state energy conservation plan issued in compliance with the Energy Policy & Conservation Act.

ACCESS TO RECORDS AND REPORTS

Applicability – as shown below. These requirements do not apply to micro-purchases (\$3,500 or less, except for construction contracts over \$2,000).

The following access to records requirements apply to this Contract:

1. Where the purchaser is not a State but a local government and is an FTA recipient or a subgrantee of FTA recipient in accordance with 49 CFR 18.36(i), contractor shall provide the purchaser, the FTA, the US Comptroller General or their authorized representatives access to any books, documents, papers and contractor records which are pertinent to this contract for the purposes of making audits, examinations, excerpts and transcriptions. Contractor shall also, pursuant to 49 CFR 633.17, provide authorized FTA representatives, including any PMO contractor, access to contractor's records and construction sites pertaining to a capital project, defined at 49 USC 5302(a)1, which is receiving FTA assistance through the programs described at 49 USC 5307, 5309 or 5311.
2. Where the purchaser is a State and is an FTA recipient or a subgrantee of FTA recipient in accordance with 49 CFR 633.17, contractor shall provide the purchaser, authorized FTA representatives, including any PMO Contractor, access to contractor's records and construction sites pertaining to a capital project, defined at 49 USC 5302(a) (1), which receives FTA assistance through the programs described at 49 USC 5307, 5309 or 5311. By definition, a capital project excludes contracts of less than the simplified acquisition threshold currently set at \$150,000.
3. Where the purchaser enters into a negotiated contract for other than a small purchase or under the simplified acquisition threshold and is an institution of higher education, a hospital or other non-profit organization and is an FTA recipient or a sub grantee of FTA recipient in accordance with 49 CFR 19.48, contractor shall provide the purchaser, the FTA, the US Comptroller General or their authorized representatives, access to any books, documents, papers and record of the contractor which are directly pertinent to this contract for the purposes of making audits, examinations, excerpts and transcriptions.
4. Where a purchaser which is an FTA recipient or a sub grantee of FTA recipient in accordance with 49 USC 5325(a) enters into a contract for a capital project or improvement (defined at 49 USC 5302(a) (1) through other than competitive bidding, contractor shall make available records related to the contract to the purchaser, the Secretary of USDOT and the US Comptroller General or any authorized officer or employee of any of them for the purposes of conducting an audit and inspection.
5. Contractor shall permit any of the foregoing parties to reproduce by any means whatsoever or to copy excerpts and transcriptions as reasonably needed.
6. Contractor shall maintain all books, records, accounts and reports required under this contract for a period of not less than three (3) years after the date of termination or expiration of this contract,

except in the event of litigation or settlement of claims arising from the performance of this contract, in which case contractor agrees to maintain same until the recipient, FTA Administrator, US Comptroller General, or any of their authorized representatives, have disposed of all such litigation, appeals, claims or exceptions related thereto. Re: 49 CFR 18.39(i) (11). FTA does not require the inclusion of these requirements in subcontracts.

FEDERAL CHANGES

Applicability – all contracts except micro-purchases (\$3,500 or less, except for construction contracts over \$2,000).

Contractor shall comply with all applicable FTA regulations, policies, procedures and directives, including without limitation those listed directly or by reference in the Master Agreement between the purchaser and FTA, as they may be amended or promulgated from time to time during the term of the contract. Contractor's failure to comply shall constitute a material breach of the contract.

RECYCLED PRODUCTS

Applicability - all contracts for items designated by the EPA, when the purchaser or contractor procures \$10,000 or more of one of these items during the current or previous fiscal year using Federal funds.

The contractor agrees to comply with all the requirements of Section 6002 of the Resource Conservation and Recovery Act (RCRA), as amended (42 U.S.C. 6962), including but not limited to the regulatory provisions of 40 CFR Part 247, and Executive Order 12873, as they apply to the procurement of the items designated in Subpart B of 40 CFR Part 247.

NO GOVERNMENT OBLIGATION TO THIRD PARTIES

Applicability – all contracts except micro-purchases (\$3,500 or less, except for construction contracts over \$2,000).

1. The recipient and contractor acknowledge and agree that, notwithstanding any concurrence by the US Government in or approval of the solicitation or award of the underlying contract, absent the express written consent by the US Government, the US Government is not a party to this contract and shall not be subject to any obligations or liabilities to the recipient, the contractor, or any other party (whether or not a party to that contract) pertaining to any matter resulting from the underlying contract.
2. Contractor agrees to include the above clause in each subcontract financed in whole or in part with FTA assistance. It is further agreed that the clause shall not be modified, except to identify the subcontractor who will be subject to its provisions.

PROGRAM FRAUD AND FALSE OR FRAUDULENT STATEMENTS OR RELATED ACTS

Applicability – all contracts except micro-purchases (\$3,500 or less, except for construction contracts over \$2,000).

1. Contractor acknowledges that the provisions of the Program Fraud Civil Remedies Act of 1986, as amended, 31 USC 3801 et seq. and USDOT regulations, "Program Fraud Civil Remedies," 49 CFR 31, apply to its actions pertaining to this project. Upon execution of the underlying contract, contractor certifies or affirms the truthfulness and accuracy of any statement it has made, it makes, it may make, or causes to be made, pertaining to the underlying contract or FTA assisted project for which this contract work is being performed. In addition to other penalties that may be applicable, contractor further acknowledges that if it makes, or causes to be made, a false, fictitious, or fraudulent claim, statement, submittal, or certification, the US Government reserves the right to impose the penalties of the Program Fraud Civil Remedies Act (1986) on contractor to the extent the US Government deems appropriate.
2. If contractor makes, or causes to be made, a false, fictitious, or fraudulent claim, statement, submittal, or certification to the US Government under a contract connected with a project that is financed in whole or in part with FTA assistance under the authority of 49 USC 5307, the

Government reserves the right to impose the penalties of 18 USC 1001 and 49 USC 5307(n) (1) on contractor, to the extent the US Government deems appropriate.

3. Contractor shall include the above two clauses in each subcontract financed in whole or in part with FTA assistance. The clauses shall not be modified, except to identify the subcontractor who will be subject to the provisions.

TERMINATION

Applicability – all contracts more than \$10,000, except contracts with nonprofit organizations and institutions of higher learning, where the threshold is \$150,000.

- a. Termination for Convenience (General Provision) the recipient may terminate this contract, in whole or in part, at any time by written notice to contractor when it is in the recipient's best interest. Contractor shall be paid its costs, including contract close-out costs, and profit on work performed up to the time of termination. Contractor shall promptly submit its termination claim to the recipient. If contractor is in possession of any of the recipient's property, contractor shall account for same, and dispose of it as the recipient directs.
- b. Termination for Default [Breach or Cause] (General Provision) If contractor does not deliver items in accordance with the contract delivery schedule, or, if the contract is for services, and contractor fails to perform in the manner called for in the contract, or if contractor fails to comply with any other provisions of the contract, the recipient may terminate this contract for default. Termination shall be effected by serving a notice of termination to contractor setting forth the manner in which contractor is in default. Contractor shall only be paid the contract price for supplies delivered and accepted, or for services performed in accordance with the manner of performance set forth in the contract. If it is later determined by the recipient that contractor had an excusable reason for not performing, such as a strike, fire, or flood, events which are not the fault of or are beyond the control of contractor, the recipient, after setting up a new delivery or performance schedule, may allow contractor to continue work, or treat the termination as a termination for convenience.
- c. Opportunity to Cure (General Provision) the recipient in its sole discretion may, in the case of a termination for breach or default, allow contractor an appropriately short period of time in which to cure the defect. In such case, the notice of termination shall state the time period in which cure is permitted and other appropriate conditions. If contractor fails to remedy to the recipient's satisfaction the breach or default or any of the terms, covenants, or conditions of this Contract within ten (10) days after receipt by contractor or written notice from the recipient setting forth the nature of said breach or default, the recipient shall have the right to terminate the Contract without any further obligation to contractor. Any such termination for default shall not in any way operate to preclude the recipient from also pursuing all available remedies against contractor and its sureties for said breach or default.
- d. Waiver of Remedies for any Breach In the event that the recipient elects to waive its remedies for any breach by contractor of any covenant, term or condition of this Contract, such waiver by the recipient shall not limit its remedies for any succeeding breach of that or of any other term, covenant, or condition of this Contract.
- e. Termination for Convenience (Professional or Transit Service Contracts) the recipient, by written notice, may terminate this contract, in whole or in part, when it is in the recipient's interest. If the contract is terminated, the recipient shall be liable only for payment under the payment provisions of this contract for services rendered before the effective date of termination.
- f. Termination for Default (Supplies and Service) If contractor fails to deliver supplies or to perform the services within the time specified in this contract or any extension or if the contractor fails to comply with any other provisions of this contract, the recipient may terminate this contract for default. The recipient shall terminate by delivering to contractor a notice of termination specifying the nature of default. Contractor shall only be paid the contract price for supplies delivered and accepted, or services performed in accordance with the manner or performance set forth in this contract. If, after termination for failure to fulfill contract obligations, it is determined that contractor was not in default, the rights and obligations of the parties shall be the same as if termination had been issued for the recipient's convenience.
- g. Termination for Default (Transportation Services) if contractor fails to pick up the commodities or to perform the services, including delivery services, within the time specified in this contract or any

extension or if contractor fails to comply with any other provisions of this contract, the recipient may terminate this contract for default. The recipient shall terminate by delivering to contractor a notice of termination specifying the nature of default. Contractor shall only be paid the contract price for services performed in accordance with the manner of performance set forth in this contract. If this contract is terminated while contractor has possession of the recipient goods, contractor shall, as directed by the recipient, protect and preserve the goods until surrendered to the recipient or its agent. Contractor and the recipient shall agree on payment for the preservation and protection of goods. Failure to agree on an amount shall be resolved under the Dispute clause. If, after termination for failure to fulfill contract obligations, it is determined that contractor was not in default, the rights and obligations of the parties shall be the same as if termination had been issued for the recipient's convenience.

- h. Termination for Default (Construction) If contractor refuses or fails to prosecute the work or any separable part, with the diligence that will insure its completion within the time specified, or any extension, or fails to complete the work within this time, or if contractor fails to comply with any other provisions of this contract, the recipient may terminate this contract for default. The recipient shall terminate by delivering to contractor a notice of termination specifying the nature of default. In this event, the recipient may take over the work and complete it by contract or otherwise, and may take possession of and use any materials, appliances, and plant on the work site necessary for completing the work. Contractor and its sureties shall be liable for any damage to the recipient resulting from contractor's refusal or failure to complete the work within specified time, whether or not contractor's right to proceed with the work is terminated. This liability includes any increased costs incurred by the recipient in completing the work. Contractor's right to proceed shall not be terminated nor shall contractor be charged with damages under this clause if:
 - I. Delay in completing the work arises from unforeseeable causes beyond the control and without the fault or negligence of contractor. Examples of such causes include: acts of God, acts of the recipient, acts of another contractor in the performance of a contract with the recipient, epidemics, quarantine restrictions, strikes, freight embargoes; and
 - II. Contractor, within 10 days from the beginning of any delay, notifies the recipient in writing of the causes of delay. If in the recipient's judgment, delay is excusable, the time for completing the work shall be extended. The recipient's judgment shall be final and conclusive on the parties, but subject to appeal under the Disputes clauses. If, after termination of contractor's right to proceed, it is determined that contractor was not in default, or that the delay was excusable, the rights and obligations of the parties will be the same as if termination had been issued for the recipient's convenience.
- i. Termination for Convenience or Default (Architect & Engineering) the recipient may terminate this contract in whole or in part, for the recipient's convenience or because of contractor's failure to fulfill contract obligations. The recipient shall terminate by delivering to contractor a notice of termination specifying the nature, extent, and effective date of termination. Upon receipt of the notice, contractor shall
 - I. Immediately discontinue all services affected (unless the notice directs otherwise), and
 - II. Deliver to the recipient all data, drawings, specifications, reports, estimates, summaries, and other information and materials accumulated in performing this contract, whether completed or in process. If termination is for the recipient's convenience, it shall make an equitable adjustment in the contract price but shall allow no anticipated profit on unperformed services. If termination is for contractor's failure to fulfill contract obligations, the recipient may complete the work by contract or otherwise and contractor shall be liable for any additional cost incurred by the recipient. If, after termination for failure to fulfill contract obligations, it is determined that contractor was not in default, the rights and obligations of the parties shall be the same as if termination had been issued for the recipient's convenience.
- j. Termination for Convenience or Default (Cost-Type Contracts) the recipient may terminate this contract, or any portion of it, by serving a notice of termination on contractor. The notice shall state whether termination is for convenience of the recipient or for default of contractor. If termination is for default, the notice shall state the manner in which contractor has failed to perform the requirements of the contract. Contractor shall account for any property in its possession paid for from funds received from the recipient, or property supplied to contractor by the recipient. If

termination is for default, the recipient may fix the fee, if the contract provides for a fee, to be paid to contractor in proportion to the value, if any, of work performed up to the time of termination. Contractor shall promptly submit its termination claim to the recipient and the parties shall negotiate the termination settlement to be paid to contractor. If termination is for the recipient's convenience, contractor shall be paid its contract closeout costs, and a fee, if the contract provided for payment of a fee, in proportion to the work performed up to the time of termination. If, after serving a notice of termination for default, the recipient determines that contractor has an excusable reason for not performing, such as strike, fire, flood, events which are not the fault of and are beyond the control of contractor, the recipient, after setting up a new work schedule, may allow contractor to continue work, or treat the termination as a termination for convenience.

CONTRACTS INVOLVING FEDERAL PRIVACY ACT REQUIREMENTS

Applicability – when a grantee maintains files on drug and alcohol enforcement activities for FTA, and those files are organized so that information could be retrieved by personal identifier, the Privacy Act requirements apply to all contracts except micro-purchases (\$3,500 or less, except for construction contracts over \$2,000). The following requirements apply to the Contractor and its employees that administer any system of records on behalf of the Federal Government under any contract:

1. The Contractor agrees to comply with, and assures the compliance of its employees with, the information restrictions and other applicable requirements of the Privacy Act of 1974, 5 U.S.C. § 552a. Among other things, the Contractor agrees to obtain the express consent of the Federal Government before the Contractor or its employees operate a system of records on behalf of the Federal Government. The Contractor understands that the requirements of the Privacy Act, including the civil and criminal penalties for violation of that Act, apply to those individuals involved, and that failure to comply with the terms of the Privacy Act may result in termination of the underlying contract.
2. The Contractor also agrees to include these requirements in each subcontract to administer any system of records on behalf of the Federal Government financed in whole or in part with Federal assistance provided by FTA.

CIVIL RIGHTS REQUIREMENTS

Applicability – all contracts except micro-purchases (\$3,500 or less, except for construction contracts over \$2,000).

The following requirements apply to the underlying contract: The Recipient understands and agrees that it must comply with applicable Federal civil rights laws and regulations, and follow applicable Federal guidance, except as the Federal Government determines otherwise in writing. Therefore, unless a Recipient or Program, including an Indian Tribe or the Tribal Transit Program, is specifically exempted from a civil rights statute, FTA requires compliance with that civil rights statute, including compliance with equity in service:

- a. Nondiscrimination in Federal Public Transportation Programs. The Recipient agrees to, and assures that each Third Party Participant will, comply with Federal transit law, 49 U.S.C. § 5332 (FTA's "Nondiscrimination" statute) FTA's "Nondiscrimination" statute prohibits discrimination on the basis of: (a) Race, (b) Color, (c) Religion, (d) National origin, (e) Sex, (f) Disability, (g) Age, or (h) Gender identity and The FTA "Nondiscrimination" statute's prohibition against discrimination includes: (a) Exclusion from participation, (b) Denial of program benefits, or (c) Discrimination, including discrimination in employment or business opportunity, Except as FTA determines otherwise in writing: (a) General. Follow: 1 The most recent edition of FTA Circular 4702.1, "Title VI Requirements and Guidelines for Federal Transit Administration Recipients," to the extent consistent with applicable Federal laws, regulations, and guidance, and 2 Other applicable Federal guidance that may be issued, but (b) Exception for the Tribal Transit Program. FTA does not require an Indian Tribe to comply with FTA program-specific guidelines for Title VI when administering its projects funded under the Tribal Transit Program,
- b. Nondiscrimination – Title VI of the Civil Rights Act. The Recipient agrees to, and assures that each Third Party Participant will: (1) Prohibit discrimination based on: (a) Race, (b) Color, or (c) National origin, (2) Comply with: (a) Title VI of the Civil Rights Act of 1964, as amended, 42 U.S.C. § 2000d

- et seq., (b) U.S. DOT regulations, "Nondiscrimination in Federally-Assisted Programs of the Department of Transportation – Effectuation of Title VI of the Civil Rights Act of 1964," 49 C.F.R. part 21, and (c) Federal transit law, specifically 49 U.S.C. § 5332, as stated in the preceding section a, and (3) Except as FTA determines otherwise in writing, follow: (a) The most recent edition of FTA Circular 4702.1, "Title VI and Title VI-Dependent Guidelines for Federal Transit Administration Recipients," to the extent consistent with applicable Federal laws, regulations, and guidance. (b) U.S. DOJ, "Guidelines for the enforcement of Title VI, Civil Rights Act of 1964," 28 C.F.R. § 50.3, and (c) Other applicable Federal guidance that may be issued,
- c. Equal Employment Opportunity. (1) Federal Requirements and Guidance. The Recipient agrees to, and assures that each Third Party Participant will, prohibit discrimination on the basis of race, color, religion, sex, or national origin, and: (a) Comply with Title VII of the Civil Rights Act of 1964, as amended, 42 U.S.C. § 2000e et seq., (b) Facilitate compliance with Executive Order No. 11246, "Equal Employment Opportunity," as amended by Executive Order No. 11375, "Amending Executive Order No. 11246, Relating to Equal Employment Opportunity," 42 U.S.C. § 2000e note, (c) Comply with Federal transit law, specifically 49 U.S.C. § 5332, as stated in section a, and (d) Comply with other applicable EEO laws and regulations, as provided in Federal guidance, including laws and regulations prohibiting discrimination on the basis of disability, except as the Federal Government determines otherwise in writing, (2) General. The Recipient agrees to: (a) Ensure that applicants for employment are employed and employees are treated during employment without discrimination on the basis of their: 1 Race, 2 Color, 3 Religion, 4 Sex, 5 Disability, 6 Age, or 7 National origin, (b) Take affirmative action that includes, but is not limited to: 1 Recruitment advertising, 2 Recruitment, 3 Employment, 4 Rates of pay, 5 Other forms of compensation, 6 Selection for training, including apprenticeship, 7 Upgrading, 8 Transfers, 9 Demotions, 10 Layoffs, and 11 Terminations, but (b) Indian Tribe. Title VII of the Civil Rights Act of 1964, as amended, exempts Indian Tribes under the definition of "Employer". (3) Equal Employment Opportunity Requirements for Construction Activities. In addition to the foregoing, when undertaking "construction" as recognized by the U.S. Department of Labor (U.S. DOL), the Recipient agrees to comply, and assures the compliance of each Third Party Participant, with: (a) U.S. DOL regulations, "Office of Federal Contract Compliance Programs, Equal Employment Opportunity, Department of Labor," 41 C.F.R. chapter 60, and (b) Executive Order No. 11246, "Equal Employment Opportunity," as amended by Executive Order No. 11375, "Amending Executive Order No. 11246, Relating to Equal Employment Opportunity," 42 U.S.C. § 2000e note,
- d. Disadvantaged Business Enterprise. To the extent authorized by applicable Federal law, the Recipient agrees to facilitate, and assures that each Third Party Participant will facilitate, participation by small business concerns owned and controlled by socially and economically disadvantaged individuals, also referred to as "Disadvantaged Business Enterprises" (DBEs), in the Project as follows: 1) Requirements. The Recipient agrees to comply with: (a) Section 1101(b) of MAP-21, 23 U.S.C. § 101 note, (b) U.S. DOT regulations, "Participation by Disadvantaged Business Enterprises in Department of Transportation Financial Assistance Programs," 49 C.F.R. part 26, and (c) Federal transit law, specifically 49 U.S.C. § 5332, as stated in section a, (2) Assurance. As required by 49 C.F.R. § 26.13(a), (b) DBE Program Requirements. Recipients receiving planning, capital and/or operating assistance that will award prime third party contracts exceeding \$250,000 in a Federal fiscal year must: 1 Have a DBE program meeting the requirements of 49 C.F.R. part 26, 2 implement a DBE program approved by FTA, and 3 establish an annual DBE participation goal, (c) Special Requirements for a Transit Vehicle Manufacturer. The Recipient understands and agrees that each transit vehicle manufacturer, as a condition of being authorized to bid or propose on FTA-assisted transit vehicle procurements, must certify that it has complied with the requirements of 49 C.F.R. part 26, (d) the Recipient provides assurance that: The Recipient shall not discriminate on the basis of race, color, national origin, or sex in the award and performance of any DOT-assisted contract or in the administration of its DBE program or the requirements of 49 C.F.R. part 26. The Recipient shall take all necessary and reasonable steps under 49 C.F.R. part 26 to ensure nondiscrimination in the award and administration of DOT-assisted contracts. The Recipient's DBE program, as required by 49 C.F.R. part 26 and as approved by DOT, is incorporated by reference in this agreement. Implementation of this program is a legal obligation and failure to carry out its terms shall be treated as a violation of this agreement. Upon notification to the Recipient of its failure to carry out its approved program, the Department

- may impose sanctions as provided for under 49 C.F.R. part 26 and may, in appropriate cases, refer the matter for enforcement under 18 U.S.C. § 1001 and/or the Program Fraud Civil Remedies Act of 1986, 31 U.S.C. § 3801 et seq., (2) Exception for the Tribal Transit Program. FTA exempts Indian tribes from the Disadvantaged Business Enterprise regulations at 49 C.F.R. part 26 under MAP-21 and previous legislation,
- e. Nondiscrimination on the Basis of Sex. The Recipient agrees to comply with Federal prohibitions against discrimination on the basis of sex, including: (1) Title IX of the Education Amendments of 1972, as amended, 20 U.S.C. § 1681 et seq., (2) U.S. DOT regulations, "Nondiscrimination on the Basis of Sex in Education Programs or Activities Receiving Federal Financial Assistance," 49 C.F.R. part 25, and (3) Federal transit law, specifically 49 U.S.C. § 5332, as stated in section a,
 - f. Nondiscrimination on the Basis of Age. The Recipient agrees to comply with Federal prohibitions against discrimination on the basis of age, including: (1) The Age Discrimination in Employment Act (ADEA), 29 U.S.C. §§ 621 – 634, which prohibits discrimination on the basis of age, (2) U.S. Equal Employment Opportunity Commission (U.S. EEOC) regulations, "Age Discrimination in Employment Act," 29 C.F.R. part 1625, which implements the ADEA, (3) The Age Discrimination Act of 1975, as amended, 42 U.S.C. § 6101 et seq., which prohibits discrimination against individuals on the basis of age in the administration of programs or activities receiving Federal funds, U.S. Health and Human Services regulations, "Nondiscrimination on the Basis of Age in Programs or Activities Receiving Federal Financial Assistance," 45 C.F.R. part 90, which implements the Age Discrimination Act of 1975, and Federal transit law, specifically 49 U.S.C. § 5332, as stated in section a,
 - g. Nondiscrimination on the Basis of Disability. The Recipient agrees to comply with the following Federal prohibitions pertaining to discrimination against seniors or individuals with disabilities: (1) Federal laws, including: (a) Section 504 of the Rehabilitation Act of 1973, as amended, 29 U.S.C. § 794, which prohibits discrimination on the basis of disability in the administration of federally funded programs or activities, (b) The Americans with Disabilities Act of 1990 (ADA), as amended, 42 U.S.C. § 12101 et seq., which requires that accessible facilities and services be made available to individuals with disabilities, 1 General. Titles I, II, and III of the ADA apply to FTA Recipients, but 2 Indian Tribes. While Titles II and III of the ADA apply to Indian Tribes, Title I of the ADA exempts Indian Tribes from the definition of "employer," (c) The Architectural Barriers Act of 1968, as amended, 42 U.S.C. § 4151 et seq., which requires that buildings and public accommodations be accessible to individuals with disabilities, (d) Federal transit law, specifically 49 U.S.C. § 5332, which now includes disability as a prohibited basis for discrimination, and (e) Other applicable laws and amendments pertaining to access for elderly individuals or individuals with disabilities, (2) Federal regulations, including: (a) U.S. DOT regulations, "Transportation Services for Individuals with Disabilities (ADA)," 49 C.F.R. part 37, (b) U.S. DOT regulations, "Nondiscrimination on the Basis of Disability in Programs and Activities Receiving or Benefiting from Federal Financial Assistance," 49 C.F.R. part 27, (c) U.S. DOT regulations, "Transportation for Individuals with Disabilities: Passenger Vessels," 49 C.F.R. part 39, (d) Joint U.S. Architectural and Transportation Barriers Compliance Board (U.S. ATBCB) and U.S. DOT regulations, "Americans With Disabilities (ADA) Accessibility Specifications for Transportation Vehicles," 36 C.F.R. part 1192 and 49 C.F.R. part 38, (e) U.S. DOJ regulations, "Nondiscrimination on the Basis of Disability in State and Local Government Services," 28 C.F.R. part 35, (f) U.S. DOJ regulations, "Nondiscrimination on the Basis of Disability by Public Accommodations and in Commercial Facilities," 28 C.F.R. part 36, (g) U.S. EEOC, "Regulations to Implement the Equal Employment Provisions of the Americans with Disabilities Act," 29 C.F.R. part 1630, (h) U.S. Federal Communications Commission regulations, "Telecommunications Relay Services and Related Customer Premises Equipment for Persons with Disabilities," 47 C.F.R. part 64, Subpart F, (i) U.S. ATBCB regulations, "Electronic and Information Technology Accessibility Standards," 36 C.F.R. part 1194, and (j) FTA regulations, "Transportation for Elderly and Handicapped Persons," 49 C.F.R. part 609, and (3) Other applicable Federal civil rights and nondiscrimination guidance,
 - h. Drug or Alcohol Abuse - Confidentiality and Other Civil Rights Protections. The Recipient agrees to comply with the confidentiality and civil rights protections of: (1) The Drug Abuse Office and Treatment Act of 1972, as amended, 21 U.S.C. § 1101 et seq., (2) The Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970, as amended, 42

- U.S.C. § 4541 et seq., and (3) The Public Health Service Act, as amended, 42 U.S.C. §§ 290dd – 290dd-2,
- i. Access to Services for People with Limited English Proficiency. Except as the Federal Government determines otherwise in writing, the Recipient agrees to promote accessibility of public transportation services to people whose understanding of English is limited by following: 1) Executive Order No. 13166, "Improving Access to Services for Persons with Limited English Proficiency," August 11, 2000, 42 U.S.C. § 2000d-1 note, and (2) U.S. DOT Notice, "DOT Policy Guidance Concerning Recipients' Responsibilities to Limited English Proficiency (LEP) Persons," 70 Fed. Reg. 74087, December 14, 2005,
 - j. Other Nondiscrimination Laws. Except as the Federal Government determines otherwise in writing, the Recipient agrees to: (1) Comply with other applicable Federal nondiscrimination laws and regulations, and (2) Follow Federal guidance prohibiting discrimination.
 - k. Remedies. Remedies for failure to comply with applicable Federal Civil Rights laws and Federal regulations may be enforced as provided in those Federal laws or Federal regulations.

DISADVANTAGED BUSINESS ENTERPRISE

Applicability – contracts over \$3,500 awarded on the basis of a bid or proposal offering to use DBEs:

- a. This contract is subject to the requirements of Title 49, Code of Federal Regulations, Part 26, and Participation by Disadvantaged Business Enterprises in Department of Transportation Financial Assistance Programs. The national goal for participation of Disadvantaged Business Enterprises (DBE) is 10%. The recipient's overall goal for DBE participation is listed elsewhere. If a separate contract goal for DBE participation has been established for this procurement, it is listed elsewhere.
- b. The contractor shall not discriminate on the basis of race, color, religion, national origin or sex in the performance of this contract. The contractor shall carry out applicable requirements of 49 CFR Part 26 in the award and administration of this contract. Failure by the contractor to carry out these requirements is a material breach of this contract, which may result in the termination of this contract or such other remedy as the municipal corporation deems appropriate. Each subcontract the contractor signs with a subcontractor must include the assurance in this paragraph (see 49 CFR 26.13(b)).
- c. If a separate contract goal has been established, Bidders/offerors are required to document sufficient DBE participation to meet these goals or, alternatively, document adequate good faith efforts to do so, as provided for in 49 CFR 26.53.
- d. If no separate contract goal has been established, the successful bidder/offeror will be required to report its DBE participation obtained through race-neutral means throughout the period of performance.
- e. The contractor is required to pay its subcontractors performing work related to this contract for satisfactory performance of that work no later than 30 days after the contractor's receipt of payment for that work from the recipient. In addition, the contractor may not hold retainage from its subcontractors or must return any retainage payments to those subcontractors within 30 days after the subcontractor's work related to this contract is satisfactorily completed or must return any retainage payments to those subcontractors within 30 days after incremental acceptance of the subcontractor's work by the recipient and contractor's receipt of the partial retainage payment related to the subcontractor's work.
- f. The contractor must promptly notify the recipient whenever a DBE subcontractor performing work related to this contract is terminated or fails to complete its work, and must make good faith efforts to engage another DBE subcontractor to perform at least the same amount of work. The contractor may not terminate any DBE subcontractor and perform that work through its own forces or those of an affiliate without prior written consent of the recipient.

PROMPT PAYMENT

Applicability – all contracts except micro-purchases (\$3,500 or less, except for construction contracts over \$2,000).

The prime contractor agrees to pay each subcontractor under this prime contract for satisfactory performance of its contract no later than 30 days from the receipt of each payment the prime contract

receives from the Recipient. The prime contractor agrees further to return retainage payments to each subcontractor within 30 days after the subcontractors work is satisfactorily completed. Any delay or postponement of payment from the above referenced time frame may occur only for good cause following written approval of the Recipient. This clause applies to both DBE and non-DBE subcontracts.

INCORPORATION OF FEDERAL TRANSIT ADMINISTRATION (FTA) TERMS

Applicability – all contracts except micro-purchases (\$3,500 or less, except for construction contracts over \$2,000).

The preceding provisions include, in part, certain Standard Terms & Conditions required by USDOT, whether or not expressly stated in the preceding contract provisions. All USDOT-required contractual provisions, as stated in FTA Circular 4220.1F, are hereby incorporated by reference. Anything to the contrary herein notwithstanding, all FTA mandated terms shall be deemed to control in the event of a conflict with other provisions contained in this Agreement. The contractor shall not perform any act, fail to perform any act, or refuse to comply with any request that would cause the recipient to be in violation of FTA terms and conditions.



Cheboygan County Board of Commissioners' Meeting

January 8, 2019

Title: Legal Service Agreement

Summary:

The County has contracted with Young, Graham, Elsenheimer & Wendling P.C. for legal services since 2003. This long term relationship is a benefit to the County due to the fact that the firm has provided legal recommendations concerning many of the County's programs and services which establish a familiarity that aligns with the County's legal philosophy and provides cost savings when programs, services and contracts are reviewed for legal guidance. Attached agreement is a four year agreement for approval.

Financial Impact: 2019 \$160 per hour
2020 \$160 per hour
2021 \$165 per hour
2022 \$165 per hour

Recommendation: Approve the four year per hour billing agreement with Young, Graham, Elsenheimer & Wendling, P.C. and authorize the Chair to sign.

Prepared by: Jeffery B. Lawson

Department: Administrative

AGREEMENT FOR LEGAL SERVICES

THIS AGREEMENT shall be deemed effective the 1st day of January, 2019 between the County of Cheboygan, a Michigan political subdivision, whose address is 870 South Main Street, Cheboygan, Michigan 49721 (County) and Young, Graham & Wendling, P.C., whose address is P.O. Box 398, Bellaire, Michigan 49615 (Law Firm).

Recitals

- A. The County desires to continue the services of the Law Firm as civil counsel to provide legal services to the County.
- B. The Law Firm has the time, skills, and desire to serve as the County's civil counsel.
- C. The parties, therefore, desire to specify their respective rights and obligations in this Agreement.

Agreement

NOW THEREFORE, in consideration of the mutual promises contained herein, the parties hereby agree as follows:

1. **Engagement of Services.** The County hereby contracts with the Law Firm to serve as the County's civil counsel to provide legal services under the terms and conditions of this Agreement. The legal services to be provided by the Law Firm will cover all civil legal service needs for the County, except legal matters involving labor law matters, municipal bonding and other specialized areas of the law. If a need arises for legal services in these specialized areas of the law, the Law Firm, after consultation with the County, may obtain those specialized legal services for the County. The County shall develop a written policy specifying those County officials with the authority to contact the Law Firm for legal services, thereby entitling the Law Firm to compensation under Paragraph 6 of this Agreement.
2. **Standard of Care.** The Law Firm and all attorneys providing services under this Agreement shall devote their best efforts in performing the legal services contemplated by this Agreement in accordance with the standard of care generally exercised by attorneys within the State of Michigan. In addition, the Law Firm shall comply with all applicable requirements of the Michigan Rules of Professional Conduct imposed on attorneys concerning conflicts of interests, including the Law Firm's obligation not to represent other clients that might have positions adverse to the County, unless both the County and the other clients consent to the representation after full disclosure of the potential conflict of interest by the Law Firm.
3. **Independent Contractor.** The parties hereby acknowledge and agree that the Law Firm is performing the legal services contemplated by this Agreement as an independent contractor and is not acting as an employee or agent of the County. As a result of the Law Firm's status as an independent contractor, the County shall not be responsible for any state or federal income tax withholdings and shall not be responsible for providing worker's compensation insurance coverage for the Law Firm or any attorneys providing services under this Agreement.

4. Term of Agreement. This Agreement shall be for a term of four (4) years beginning January 1, 2019 and ending December 31, 2022, subject to the termination provisions of Paragraph 8 of this Agreement. This Agreement may be renewed for additional terms under the terms and conditions mutually agreed upon by the parties in writing.
5. Insurance. During the term of this Agreement the Law Firm shall obtain and maintain professional liability insurance in the sum of not less than ONE MILLION and 00/100 DOLLARS (\$1,000,000.00) for damages relating to any one person or for damages relating to any one occurrence. The Law Firm shall provide notice of compliance with this insurance provision upon request of the County.
6. Compensation. In calendar years 2019 and 2020 the Law Firm shall receive compensation for legal services rendered by its attorneys at the rate of \$160 per hour. In calendar years 2021 and 2022 the Law Firm shall receive compensation for legal services rendered by its attorneys at the rate of \$165 per hour. The Law Firm's billings shall be based on 1/10 hour increments. The Law Firm shall not charge for travel time or for mileage to and from our office and Cheboygan County, but would charge travel time for work performed in Grand Rapids or Lansing or other areas due to litigation. Regarding costs, the Law Firm shall not charge the County for routine postage and copy expenses. However, the County shall be responsible for paying litigation expenses (including court fees, subpoena fees, expert witness fees, deposition and investigation costs, extraordinary postage costs, extraordinary copy expenses, computer assisted legal research and other out-of-pocket expenses associated with a particular case). The Law Firm shall submit to the County a written bill for legal services provided and costs incurred under this Agreement on a monthly basis. The County shall pay all sums due within forty-five (45) days of the billing date. Interest on any unpaid balance shall be charged at the statutory rate of five percent (5%) per annum. The parties hereby expressly acknowledge and agree that the compensation paid to the Law Firm is intended to contribute to the payment of the Law Firm's expenses, including attorney compensation, office expenses, and the costs of support staff.
7. No Assignment. Because of the personal nature of the services to be provided under this Agreement, the Law Firm shall not assign this Agreement to any other person or entity.
8. Termination. Either party may terminate this Agreement by giving to the other party thirty (30) days written notice of the intent to terminate this Agreement. In the event of termination, the Law Firm shall comply with all applicable requirements of the Michigan Rules of Professional Conduct relating to the termination of the attorney-client relationship. Subject to the Law Firm's legal right to an attorney lien (to secure payment of past due legal fees), upon termination of this Agreement, the County shall be entitled to receive all final documents prepared by the Law Firm in the course of providing legal services to the County. In addition, the Law Firm shall receive compensation under Paragraph 6 of this Agreement to the date the attorney-client relationship actually ends in compliance with the Michigan Rules of Professional Conduct, regardless of the termination notice provided.
9. Notice. Any notice required under this Agreement by either party shall be in writing to the party to be so notified and sent by certified mail, return receipt requested, to such

address as noted herein, unless such address is changed and both parties have been notified consistent with this paragraph.

10. **Governing Law.** The parties agree that the validity, construction, enforcement and interpretation of this Agreement shall be governed by the laws of the State of Michigan.
11. **Amendments.** This Agreement may be amended by the mutual consent of both parties that is documented in writing and signed by both parties.
12. **Entire Agreement.** The Agreement contains the entire Agreement of the parties hereto and supersedes all prior agreements and understandings, oral or written, if any, between the parties.
13. **Severability.** The invalidity or unenforceability of any provision of this Agreement shall not affect the other provisions, and this Agreement shall be construed as if such invalid or unenforceable provision were omitted.

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

COUNTY OF CHEBOYGAN, a Michigan political subdivision

By: _____

Its: Board Chair

Dated: _____

YOUNG, GRAHAM & WENDLING, P.C.

By:  _____
Bryan E. Graham

Its: Secretary/Treasurer

Dated: _____



Cheboygan County

Board of Commissioners' Meeting

January 8, 2019

Title: Solid Waste Plan Amendment Notice of Intent

Summary: County would like to take action to file a Notice of Intent to amend the County's Solid Waste Management Plan.

Financial Impact: NA

Recommendation: Motion to submit a Notice of Intent to the State of Michigan, Department of Environmental Quality designating the Northeast Michigan Council of Governments as the Planning Agency to prepare a plan amendment to the County's Solid Waste Management Plan and authorize Chairperson to sign.

Prepared by: Jeffery B. Lawson

Department: Administration



Michigan Department of Environmental Quality,
Office of Waste Management and Radiological Protection

**COUNTY'S NOTICE OF INTENT TO PREPARE
COUNTY SOLID WASTE MANAGEMENT PLAN AMENDMENT**

Authorized by Section 11533, Part 115, Solid Waste Management, of the Natural Resources and Environmental Protection Act, 1994 PA 451, as amended. Section 11533 indicates that the County, Municipalities, or Regional Planning Agency (as appropriate) shall notify the State as to their intent with regard to preparation of a County Solid Waste Management Plan Amendment.

The County of Cheboygan does hereby serve notice that it:

will

prepare and file with the State of Michigan, Department of Environmental Quality, Office of Waste Management and Radiological Protection an amendment of its County Solid Waste Management Plan as provided by Part 115, Solid Waste Management, of the Natural Resources and Environmental Protection Act, 1994 PA 451, as amended. Such amendment plan shall fulfill all the requirements of Part 115, as well as all applicable administrative rules.

Signed by: _____
Chairperson, Board of Commissioners

Complete the following only if preparing plan amendment:

The Northeast MI Council of Governments (NEMCOG is designated by the above named County as the agency responsible for preparation of the Solid Waste Management Plan Amendment. The address, contact person, and phone number for the County's designated planning agency is:		
Name of Contact Person: Diane Rekowski		
Name of Designated Planning Agency: Northeast MI Council of Governments		
Address of Agency: PO Box 457; 80 Livingston Blvd. Suite U-108		
City: Gaylord	State: MI	Zip Code: 49735
Telephone: 989-705-3734	Fax: 989-705-3729	
E-mail Address: drekowski@nemcog.org		

Please attach a copy of the Resolution or meeting minutes of the Board of Commissioners agreeing to prepare a plan amendment.

When completed, submit this form to: SUSTAINABLE MATERIALS MANAGEMENT UNIT
SOLID WASTE SECTION
OFFICE OF WASTE MANAGEMENT AND RADIOLOGICAL PROTECTION
DEPARTMENT OF ENVIRONMENTAL QUALITY
PO BOX 30241
LANSING MI 48909-7741

County Notice of Intent received by Department of Environmental Quality, Office of Waste Management and Radiological Protection	
By: _____	Date: _____

Cheboygan County Board of Commissioners' Meeting

January 8, 2019

Title: Annual Remonumentation Agreements

Summary: The annual Remonumentation Agreements have been reviewed by Civil Counsel in past years. The 2019 contracts reflect the same basic language as used in previous years.

Financial Impact: The amount of the 2019 Remonumentation Grant is \$56,224. The amount of this grant over the last five years has been as follows:

2014 Grant = \$65,297
2015 Grant = \$60,304
2016 Grant = \$38,974
2017 Grant = \$46,131
2018 Grant = \$59,985

Recommendation: Motion to approve the Professional Service Agreement between Cheboygan County and Granger and Associates for Remonumentation beginning January 1, 2019 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, 2019 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, 2019 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, 2019 and ending December 31, 2019, and authorize the Chair to sign.

Motion to approve the Administrative Staff Services Agreement between Cheboygan County and Granger Professional Services, Inc. for the period beginning January 1, 2019 and ending December 31, 2019 and authorize the Chair to sign.

Prepared by: Jeffery B. Lawson

Department: Administration

PROFESSIONAL SERVICES AGREEMENT

This AGREEMENT made as of January 1, 2019 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.

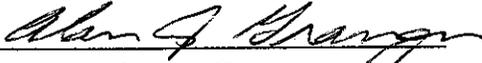
This AGREEMENT consisting of four (4) pages and Exhibit A consisting of one (1) page constitutes the entire AGREEMENT between OWNER and MONUMENTATION SURVEYOR and supersedes all written or oral understandings between them. The AGREEMENT and Exhibit A may only be amended, supplemented, modified or canceled 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: 12/21/18

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

Dated January 1, 2019

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 19, 2019

Complete field investigation and final report and review data at Peer Group meeting on September 26, 2019

Set corner monument, prepare LCRC and submit to County Surveyor by November 30, 2019

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\$600
Setting of corner monument, preparation and submittal of
LCRC forms, with recording fee, to County Surveyor\$87

CORNERS ASSIGNED

T36N R1E B11, C10, C11, D11, D10, E11, F11, G11, I06, M.C. G-H11, M.C. E-F07
M.C. G06-07, M.C. I06-07
Revisit T34N R01E F03

Research	14 @ \$500 =	\$ 7,000
Monumentation	14 @ \$600 =	\$ 8,400
LCRC	14 @ \$87 =	\$ 1,218
		\$16,618



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
11/09/2018

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 BKC Insurance Services P.O. Box 326, 220 Water Street Cheboygan, MI 49721-0326 Peter Patrick	231-627-4381	CONTACT NAME: Kimberly Valot PHONE (A/C, No, Ext): 231-627-4381 FAX (A/C, No): E-MAIL ADDRESS: kvalot@bkcinurance.com
	INSURER(S) AFFORDING COVERAGE	
INSURED Granger and Associates, Inc 224 S Main Street Cheboygan, MI 49721	INSURER A: Michigan Insurance Company	NAIC # 10857
	INSURER B:	
	INSURER C:	
	INSURER D:	
	INSURER E:	
	INSURER F:	

COVERAGES **CERTIFICATE NUMBER:** **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	<input checked="" type="checkbox"/> 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:			CPJ0023640	11/01/2017	11/01/2018	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000
A	<input checked="" type="checkbox"/> AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY			CCJ0015178	11/01/2017	11/01/2018	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
	<input type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$
A	<input checked="" type="checkbox"/> WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in MI) If yes, describe under DESCRIPTION OF OPERATIONS below		N/A	WCJ0012915	11/01/2017	11/01/2018	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.I. EACH ACCIDENT \$ 500,000 E.I. DISEASE - EA EMPLOYEE \$ 500,000 E.I. DISEASE - POLICY LIMIT \$ 500,000

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

CERTIFICATE HOLDER Granger & Associates, Inc 224 S Main St Cheboygan, MI 49721	GRANG-1	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 Peter Patrick
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CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
09/25/2018

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).

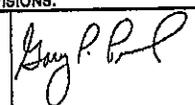
PRODUCER Pearl Insurance 1200 East Glen Avenue Peoria Heights, IL 61616	CONTACT NAME: ASCE Professional Liability Department	
	PHONE (A/C, No, Ext): 800-322-2488 FAX (A/C, No): 866-817-9009	
INSURED Granger & Associates Inc 224 S Main St Cheboygan, MI 49721-1951	E-MAIL ADDRESS: ascecerts@pearlinsurance.com	
	INSURER(S) AFFORDING COVERAGE	NAIC #
	INSURER A: Underwriters at Lloyd's of London (AM Best #085202)	AA-1122000
	INSURER B:	
	INSURER C:	
	INSURER D:	
	INSURER E:	
	INSURER F:	

COVERAGES **CERTIFICATE NUMBER:** **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
	<input type="checkbox"/> 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"/> PRO-JECT <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 \$ \$
	<input type="checkbox"/> 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) \$ \$
	<input type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$ \$ <input type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER
	<input type="checkbox"/> WORKERS COMPENSATION AND EMPLOYERS' LIABILITY <input type="checkbox"/> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below						E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
A	Professional Liability Insurance Retro Date: 03/28/1982	NA	N	2201019 - 03	09/17/2018	09/17/2019	\$250,000 Each Claim \$500,000 Aggregate \$5,000 Deductible

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

CERTIFICATE HOLDER Proof of Insurance	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 Pearl Insurance 

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PROFESSIONAL SERVICES AGREEMENT

This AGREEMENT made as of January 1, 2019 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.

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 MONUMENTA TION 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.

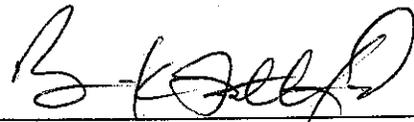
This AGREEMENT consisting of four (4) pages and Exhibit A consisting of one (1) page constitutes the entire AGREEMENT between OWNER and MONUMENTATION SURVEYOR and supersedes all written or oral understandings between them. The AGREEMENT and Exhibit A may only be amended, supplemented, modified or canceled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

Chairman, Board of Commissioners



Authorized Representative

Date: _____

Date: 12/10/18

**EXHIBIT A TO PROFESSIONAL SERVICES AGREEMENT
BETWEEN CHEBOYGAN COUNTY AND
FULLFORD SURVEYING & MAPPING, P.C.
Dated January 1, 2019**

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 19, 2019

Complete field investigation and final report and review data at Peer Group meeting on September 26, 2019

Set corner monument, prepare LCRC and submit to County Surveyor by November 30, 2019

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.....\$600
Setting of corner monument, preparation and submittal of
LCRC forms, with recording fee, to County Surveyor.....\$ 87

CORNERS ASSIGNED

T34N R2W G03, G04, G05, H03, D05, I03, I05, J03, J05, B13, I06, E04, F13, G13

Research	14 @ \$500	=	\$ 7,000
Monumentation	14 @ \$600	=	\$ 8,400
LCRC	14 @ \$ 87	=	<u>\$ 1,218</u>
			\$16,618



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
04/20/2018

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).

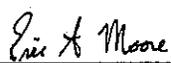
PRODUCER Moore Insurance Services, Inc. 67 N. Howell P.O. Box 207 Hillsdale MI 49242		CONTACT NAME: Cyndi Armstrong PHONE (A/C, No, Ext): (517) 439-9345 FAX (A/C, No): (517) 439-5536 E-MAIL ADDRESS: carmstrong@mooreinsuranceservices.com	
		INSURER(S) AFFORDING COVERAGE	
		INSURER A: RLI Insurance Company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

COVERAGES **CERTIFICATE NUMBER:** CL1841202051 **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
	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"/> PRO-JECT <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"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY						COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	<input type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> OCCUR <input type="checkbox"/> 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						<input type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
A	Professional Liability w/ Pollution Incident			RDP0029067	05/24/2018	05/24/2019	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 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 

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PROFESSIONAL SERVICES AGREEMENT

This AGREEMENT made as of January 1, 2019 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.

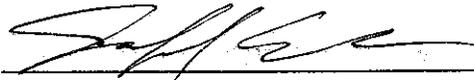
This AGREEMENT consisting of four (4) pages and Exhibit A consisting of one (1) page constitutes the entire AGREEMENT between OWNER and MONUMENTATION SURVEYOR and supersedes all written or oral understandings between them. The AGREEMENT and Exhibit A may only be amended, supplemented, modified or canceled 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: 12-5-2018

**EXHIBIT A TO PROFESSIONAL SERVICES AGREEMENT
BETWEEN CHEBOYGAN COUNTY AND
ECKER SURVEYING INCORPORATED
Dated January 1, 2019**

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 19, 2019

Complete field investigation and final report and review data at Peer Group meeting on September 26, 2019

Set corner monument, prepare LCRC and submit to County Surveyor by November 30, 2019

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.....\$600
Setting of corner monument, preparation and submittal of
LCRC forms, with recording fee, to County Surveyor.....\$ 87

CORNERS ASSIGNED

T38N R3W A12, D11, E11, E12, F11, G11, G12, H11, I09, I10, I11, I12, J09, K08
Corner A12 will also have to be presented at Emmet Co. Peer Group meeting for review.

Research	14 @ \$500 =	\$ 7,000
Monumentation	14 @ \$600 =	\$ 8,400
LCRC	14 @ \$ 87 =	<u>\$ 1,218</u>
		\$16,618

Agency Code 01-0922-00

Policy Number 134670-33434270

Home-Owners Insurance Company

59495 (8-11)Y

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

**CANCELLATION OR NONRENEWAL
DESIGNATED PERSON(S) OR ORGANIZATION(S)
OTHER THAN THE NAMED INSURED**

It is agreed:

This policy is subject to the following condition:

If this policy is canceled or nonrenewed, the designated person(s) or organization(s) shown in the SCHEDULE below shall be notified at least:

1. 10 days prior to the effective date of cancellation if we cancel for nonpayment of premium; or
 2. The number of days shown in the SCHEDULE prior to the effective date if we cancel for any other reason.
- If the law of the state in which notice is mailed to requires a longer notice period, we will comply with those requirements.

SCHEDULE	
Number of Days Notice <u>010</u>	
Name Of Designated Person(s) Or Organization(s) CHEBOYGAN COUNTY A MICHIGAN POLITICAL SUBDIVISION	Mailing Address 870 S MAIN ST CHEBOYGAN MI 49721-2283

(If no entry appears above, information required to complete this endorsement will be shown in the Declarations as applicable to this endorsement.)

All other policy terms and conditions apply.

Agency Code 01-0922-00

Policy Number 134670-33434270

Home-Owners Insurance Company

COMMERCIAL GENERAL LIABILITY
55202 (12-04)Y**THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.****ADDITIONAL INSURED
EXCLUSION - PRODUCTS-COMPLETED OPERATIONS**

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART.

SCHEDULE**Name of Person or Organization (Additional Insured):**CHEBOYGAN COUNTY A MICHIGAN POLITICAL SUBDIVISION
THE OVERLAND GROUP LLC
RSBR INVESTMENTS LLC
IMPERIAL DEVELOPMENT CO LLC
OVERLAND PROPERTIES LLC
RBA INVESTMENTS LLC

(If no entry appears above, information required to complete this endorsement will be shown in the Declarations as applicable to this endorsement.)

- A. Under SECTION I - COVERAGES, COVERAGE A. BODILY INJURY AND PROPERTY DAMAGE LIABILITY, 2. Exclusions, the following exclusion is added:**

2. Exclusions

This insurance does not apply to:

The Additional Insured for the "products-completed operations hazard".

- B. Under SECTION II - WHO IS AN INSURED, the following is added:**

The person or organization shown in the above Schedule is an Additional Insured, but only with respect to liability arising out of "your work" for that insured by or for you.

- C. Under SECTION III - LIMITS OF INSURANCE, the following is added:**

The limits of liability for the Additional Insured are those specified in the written contract or agreement between the insured and the owner, lessee or contractor, not to exceed the limits provided in this policy. These limits are inclusive of and not in addition to the limits of insurance shown in the Declarations.

- D. Under SECTION IV - COMMERCIAL GENERAL LIABILITY CONDITIONS, 4. Other Insurance, the following is added:**

This insurance is primary for the person or organization shown in the Schedule, but only with respect to liability arising out of "your work" for that person or organization by or for you. Other insurance available to the person or organization shown in the Schedule will apply as excess insurance and not contribute as primary insurance to the insurance provided by this endorsement.

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Copyright, Insurance Services Office, Inc., 1984, 2003.

55202 (12-04)Y

Page 1 of 1

PEER GROUP SERVICES AGREEMENT

This AGREEMENT made as of January 1, 2019 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

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.

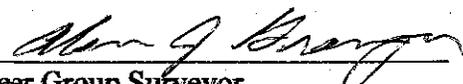
5.5 The invalidity or unenforceability of any provision of this Agreement shall not affect the other provisions and this Agreement shall be construed as if such invalid or unenforceable provision were omitted.

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
Alan Granger

Chairperson, Board of Commissioners


Peer Group Surveyor

Date _____

Date 12/21/18

PEER GROUP SERVICES AGREEMENT

This AGREEMENT made as of January 1, 2019 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

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.

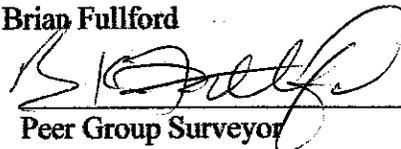
OWNER, Cheboygan County

Chairperson, Board of Commissioners

Date _____

PEER GROUP SURVEYOR

Brian Fullford



Peer Group Surveyor

Date 12/10/18

PEER GROUP SERVICES AGREEMENT

This AGREEMENT made as of January 1, 2019 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.

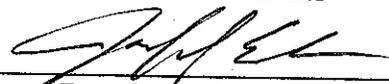
5.5 The invalidity or unenforceability of any provision of this Agreement shall not affect the other provisions and this Agreement shall be construed as if such invalid or unenforceable provision were omitted.

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 12-5-2018

PEER GROUP SERVICES AGREEMENT

This AGREEMENT made as of January 1, 2019 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.

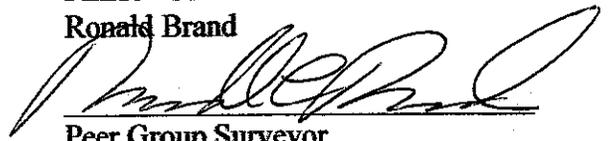
5.5 The invalidity or unenforceability of any provision of this Agreement shall not affect the other provisions and this Agreement shall be construed as if such invalid or unenforceable provision were omitted.

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

PEER GROUP SURVEYOR

Ronald Brand



Peer Group Surveyor

Chairperson, Board of Commissioners

Date 12/7/2018

Date _____

PEER GROUP SERVICES AGREEMENT

This AGREEMENT made as of January 1, 2019 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

Chairperson, Board of Commissioners

Carl T Kiiskila
Peer Group Surveyor

Date _____

Date 12-14-18

ADMINISTRATIVE STAFF SERVICES AGREEMENT

This AGREEMENT made as of January 1, 2019 between Cheboygan County, a Michigan political subdivision, 870 S. Main St., Cheboygan, MI 49721, OWNER, and Granger Professional Services Inc., 119 South E 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

James H. Ganger

Authorized Representative

Date _____

Date 12-14-18



Cheboygan County Board of Commissioners' Meeting January 8, 2019

Title:

Retroactive Wage Budget Adjustment – Sheriff Department Detective Lieutenants

Summary:

A review of the wages for the Detective Lieutenants, it was determined that the Detective Lieutenant – Level I and Detective Lieutenant – Level II pay rates were incorrect for two years (2017-2018). The Detective Lieutenant – Level II should have received the same wage rate as a Sergeant position in the POLC Command union. The Detective Lieutenant – Level I should have received 5% above the Detective Lieutenant – Level II wage rate. This budget adjustment will correct the mistake and the two employees will receive retroactive pay.

Financial Impact:

Detective Lieutenant – Level I Wage \$1,620 Fringe \$469 Total \$2,089
Detective Lieutenant – Level II Wage \$1,588 Fringe \$459 Total \$2,047

Grand Total Wages \$3,208 Fringes \$928 Total \$4,136

Recommendation:

Motion to approve retroactive wage budget adjustment for the Sheriff Department Detective Lieutenants and approve the necessary budget adjustment.

Prepared by: Jeffery Lawson/James Manko

Department: Administration/Finance



Cheboygan County

Board of Commissioners' Meeting

January 8, 2019

Title: FOP- Sheriff Command Officers Union Contract

Summary: The FOP Sheriff Command Officers Labor Union has agreed to the following contract language terms to be placed in the Bargaining Unit Agreement.

Unit is now represented by the Michigan Fraternal Order of Police Labor Council.

Term of agreement is three years.

Wage Increase:

1st year – 3%

2nd year– 3%

3rd year- 3%

Language change setting shift differential pay between 6:00 p.m. to 6:00 a.m. at an additional \$1.00 per hour.

Language change setting Longevity Benefits as follows:

Five but less than ten years of service-\$300.

Ten but less than fifteen years of service-\$400.

Fifteen years of service or more-\$500.

The County will provide the employee the ability to choose from multiple plans available from BC/BS and Blue Care Network product menus. The County will pay the State of Michigan designated "Hard Cap" as established under P.A. 152 of 2011 as amended and released by the State of Michigan each year for One Person, Two Person or Family Coverage or up to the cost of the Blue Care Network HMO 250 Plan cost for One Person, Two Person or Family Plan whichever is less for medical and prescription coverage to eligible employees.

Beginning January 1, 2017, the County will provide the employee the ability to choose from Blue Cross/Blue Shield's product a Dental and Vision Plan. The County will pay up to the cost of the Blue Dental 50/50/50 Plan for dental coverage and up to the cost for the Blue Vision 12/24/24 Plan for vision. Any additional costs a plan selected by the employee, shall be the responsibility of the employee and shall be deducted on pre-tax basis from the employee's pay check each pay.

New employees will be eligible to receive health insurance for their spouse and/or dependents on the next enrollment date after thirty (30) days of service. An employee may not be enrolled in both the

County's and their spouse's coverage.

Language change clarifying the collection of dues and payment to the Michigan Fraternal Order of Police Labor Council.

Language clarifying Indemnity Provisions.

Language change identifying arbitrator will be the Michigan Employment Relation Commission (MERC).

Language change clarifying that an employee will be paid overtime or receive comp time.

Financial Impact:

3% wage increase 2019

3% wage increase 2020

3% wage increase 2021

Recommendation: Approve the three-year contract agreement effective January 1, 2019 between Cheboygan County Board of Commissioners- Cheboygan County Sheriff- The Sheriff's Department Command Officers Employees and the Michigan Fraternal Order of Police Labor Council and authorize the Chair and Administrator to sign.

Prepared by: Jeffery B. Lawson

Department: Administration



Cheboygan County

Board of Commissioners' Meeting

January 8, 2019

Title: FOP- Sheriff Deputies Road Patrol Union Contract

Summary: The FOP Sheriff Deputies Road Patrol Labor Union has agreed to the following contract language terms to be placed in the Bargaining Unit Agreement.

Unit is now represented by the Michigan Fraternal Order of Police Labor Council.

Term of agreement is three years.

Wage Increase:

1st year – 3%

2nd year– 3%

3rd year- 3%

Language change setting shift differential pay between 6:00 p.m. to 6:00 a.m. at an additional \$1.00 per hour.

Language change setting Longevity Benefits as follows:

Five but less than ten years of service-\$300.

Ten but less than fifteen years of service-\$400.

Fifteen years of service or more-\$500.

The County will provide the employee the ability to choose from multiple plans available from BC/BS and Blue Care Network product menus. The County will pay the State of Michigan designated "Hard Cap" as established under P.A. 152 of 2011 as amended and released by the State of Michigan each year for One Person, Two Person or Family Coverage or up to the cost of the Blue Care Network HMO 250 Plan cost for One Person, Two Person or Family Plan whichever is less for medical and prescription coverage to eligible employees.

Beginning January 1, 2017, the County will provide the employee the ability to choose from Blue Cross/Blue Shield's product a Dental and Vision Plan. The County will pay up to the cost of the Blue Dental 50/50/50 Plan for dental coverage and up to the cost for the Blue Vision 12/24/24 Plan for vision. Any additional costs a plan selected by the employee, shall be the responsibility of the employee and shall be deducted on pre-tax basis from the employee's pay check each pay.

New employees will be eligible to receive health insurance for their spouse and/or dependents on the next enrollment date after thirty (30) days of service. An employee may not be enrolled in both the

County's and their spouse's coverage.

Language change clarifying the collection of dues and payment to the Michigan Fraternal Order of Police Labor Council.

Language clarifying Indemnity Provisions.

Language change identifying arbitrator to the Michigan Employment Relation Commission (MERC).

Language change clarifying that an employee will be paid overtime or receive comp time.

Financial Impact:

3% wage increase 2019

3% wage increase 2020

3% wage increase 2021

Recommendation: Approve the three-year contract agreement effective January 1, 2019 between Cheboygan County Board of Commissioners- Cheboygan County Sheriff- The Sheriff's Department Deputies Road Patrol Employees and the Michigan Fraternal Order of Police Labor Council and authorize the Chair and Administrator to sign.

Prepared by: Jeffery B. Lawson

Department: Administration



Cheboygan County

Board of Commissioners' Meeting

January 8, 2019

Title: Policy Revision 500-16 Medical Insurance

Summary: Revision to policy language identifying when insurance coverage begins for new employees, spouse and/or dependents. Removes reference to glide path. Provision providing insurance to spouse and dependent of a new employee at time of hire from another municipal unit providing insurance may also apply to employees covered under AFSCME and GELC Agreements with Union approval.

Financial Impact: Reduces number of years when insurance coverage is provided to spouse and/or dependents.

Recommendation: Approve revision to Policy 500-16 Medical Insurance and authorize the Chair to sign.

Prepared by: Jeffery B. Lawson

Department: Administration



Policy Department: Personnel
Policy Number: 500-16
Prepared By: Jeffery B. Lawson
Original Date: January 1, 1994
Last Revised: January 8, 2019

MEDICAL INSURANCE

Group Insurance -- Hospitalization – Surgical – Medical

The County will provide the employee the ability to choose from multiple plans available from BC/BS and Blue Care Network product menus. The County will pay the State of Michigan designated “Hard Cap” as established under P.A. 152 of 2011 as amended and released by the State of Michigan each year for One Person, Two Person or Family Coverage or up to the cost of the Blue Care Network HMO 250 Plan cost for One Person, Two Person or Family Plan whichever is less for medical and prescription coverage to eligible employees:

Beginning January 1, 2017, the County will provide the employee the ability to choose from Blue Cross/Blue Shield’s product a Dental and Vision Plan. The County will pay up to the cost of the Blue Dental 50/50/50 Plan for dental coverage and up to the cost for the Blue Vision 12/24/24 Plan for vision.

Any additional costs a plan selected by the employee, shall be the responsibility of the employee and shall be deducted on pre-tax basis from the employee’s pay check each pay.

The insurance program becomes effective no earlier than the first (1st) day of the month following completion of an employee’s first thirty (30) days of employment or at a date thereafter that may be established by the insurance carrier. In the event that an employee quits or the employee’s employment with the Employer is otherwise terminated, or in the event that an employee is on layoff or on leave of absence, the group insurance program shall continue in effect until the end of the last day of the month in which the quit, termination, layoff or leave of absence occurs. Other specific terms and conditions governing the group insurance program are set forth in detail in the master policies issued by the insurance carrier or carriers.

Employees Hired On or After January 1, 2001: The County will provide health insurance described in the previous paragraphs *for the employee only*. Those employees may elect to purchase health insurance for their spouse and/or dependents or may elect to receive \$700 annually to completely waive health insurance. The employees may purchase health insurance on a pre-tax basis.

Employees hired on or after January 1, 2001, shall receive health insurance provided by the County for their spouse and /or dependents on the next open enrollment date after three continuous years of service or may elect to receive \$1,000 if they waive coverage for themselves, their spouse and dependents. This provision can be waived by the County when a new employee is hired from another governmental unit to perform a similar job function and currently has insurance covering their spouse and/or dependents. Employees may not be enrolled in both the County’s and their spouses’ coverage.

Full-time employees hired prior to January 1, 2001, who provide proof that his/her spouse has health insurance may opt out of two person or full family health insurance and receive 35% or \$5,000 per year, whichever is less, of the premium savings provided that they opt out for a period of 6 months (part-time employees shall receive a pro-rated payment, based on the pro-rata equivalent to the number of hours the regular part-time employee is regularly scheduled to work). At the employee’s option, employees may direct that the semi-annual payment be placed in the deferred compensation plan. Employees may re-enter during the six-month period and receive a pro-rata payment, if their spouse loses health insurance.

Elected Officials/ Other Eligible Employees: Elected Officials and other employees approved by the Board of Commissioners may select at the time of employment One Person, Two Person or Family coverage provided through Blue Cross/Blue Shield of Michigan from the multiple plans available from BC/BS. The County will pay the State of Michigan designated "Hard Cap" as established under P.A. 152 of 2011 as amended and released by the State of Michigan each year for One Person, Two Person or Family Coverage or up to the cost of the Blue Care Network HMO 250 Plan cost for One Person, Two Person or Family Plan whichever is less for medical and prescription coverage for Elected Officials/ Other Eligible Employees and their dependents.

Any additional costs a plan selected by the employee, shall be the responsibility of the employee and shall be deducted on pre-tax basis from the employee's pay check each pay.

The Employer reserves the right to select all insurance carriers. Regular part-time eligible employees will receive coverage benefits with a pro-rata portion of the cost of the required monthly premium paid by the Employer. That portion shall be based on a pro-rata equivalent to the number of hours the part-time employee is regularly scheduled to work.

John B. Wallace, Board Chairman

Date

Jeffery B. Lawson, Administrator

Date

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Cheboygan County

Board of Commissioners' Meeting

January 8, 2019

Title: Policy Revision 500-19 Vacations

Summary: Revision to policy language providing five vacation days for new employees after 6 months of employment.

Increases vacation earned for employees with one to five years of service from twelve to thirteen days per year.

Create a new category for employees with five to ten years of service providing seventeen days per year.

Create a new category for employees with ten to fifteen years of service providing eighteen days per year.

Create a new category for employees with fifteen to twenty years of service providing twenty-one days per year.

Create a new category for employees with twenty to twenty-five years of service providing twenty-two days per year.

Create a new category for employees with more than twenty-five years of service providing twenty-three days per year.

Financial Impact: Cost to provide extra vacation days.

Recommendation: Approve revision to Policy 500-19 Vacations and authorize the Chair to sign.

Prepared by: Jeffery B. Lawson

Department: Administration



Policy Department: Personnel
Policy Number: 500-19
Prepared by: Jeffery Lawson
Original Date: January 1, 1994
Last Revised: 1/8/19

VACATIONS

Section 1: Vacations will be granted at such times during the year as are suitable, considering both wishes of the Employees and the efficient operation of the County concerned. All vacations must have the approval of the Department Head. Employees must notify their Department Head at least sixty (60) days, if possible, in advance of the next anniversary, of the vacation period desired. If the period is suitable and the schedule permits, the Department Head/Elected Official will grant the request and place a notation thereof on the schedule.

The Under Sheriff and Jail Administrator shall follow the Vacation section of the Command Unit's Contract as approved by the Board of Commissioners at their January 27, 2004 Business Meeting.

Section 2: When the County observes a holiday during a scheduled vacation, the vacation will be extended one day, either before or after, continuous with the vacation.

Section 3: Vacation leave that is earned by an eligible Employee is mandatory and vacation leave and pay may not be accumulated from year to year, provided, however, that in special circumstances exceptions may be allowed if approved in advance in writing by the County Administrator. Vacation leave that is earned by an eligible Employee may also not be waived by an Employee and extra pay received for work during the vacation leave period, provided, however, that in special circumstances exceptions may be allowed if approved in advance in writing by the County Administrator.

Section 4: If an Employee becomes ill and is under the care of a duly licensed physician prior to his or her vacation, the vacation will be rescheduled. In the event the incapacity continues through the Employee's anniversary year, he or she shall be awarded payment in lieu of vacation or be allowed to have a rescheduled vacation, at the Employee's option. Also, if an Employee becomes ill and is under the care of a licensed physician during the vacation period, he/she shall be entitled to paid sick leave for said day(s) and his or her vacation days will be rescheduled, provided that the Employee submits written verification of the illness from the attending physician.

Section 5: Regular full-time and regular part-time Employees will earn credit toward vacation with pay on the basis of one-twelfth of annual vacation, for each full month they are on the active payroll of the County, provided the Employee has actually worked a total of at least sixty percent (60%) of the Employee's regularly scheduled hours during the month. A vacation "day" shall be equivalent to the number of hours the Employee is regularly scheduled to work.

Vacation earned in the previous year will be credited to the Employee on the Employee's anniversary date. Regular part-time Employees shall receive pro-rata paid vacation days. On a case-by-case basis, the County Administrator may grant a specified number of vacation days prior to it being earned as a recruitment incentive to fill specially identified County job vacancies.

Paid holidays and paid vacation time under this Agreement shall be considered hours actually worked for purposes of calculating the sixty percent (60%) minimum hour's requirement established in this Section.

(a) Full-time employees having at least six (6) months but less than one (1) year of continuous employment shall be eligible for five (5) days of paid vacation. Regular part-time employees having at least six (6) months but less than one (1) year of continuous employment shall be eligible for five (5) days of paid vacation, based on the pro-rata equivalent to the number of hours the regular part-time employee is regularly scheduled to work. Vacation must be used by the end of the first year of employment unless approved by the County Administrator.



Cheboygan County Board of Commissioners' Meeting January 8, 2019

Title: Purchasing Policy Revision – Sole Vendor Listing 300-2A

Summary:

Attached is the revised copy of the Purchasing Policy previously adopted by the Cheboygan County Board of Commissioners. Instances have come up which prompted changes to the policy.

These changes included:

- Updating the Sole Vendor Listing by:

Adding

- 1) Justice AV Solutions – Courtroom Recording Provider
- 2) Pitney Bowes – Postage for Mail Machine
- 3) Presidio – Jail Security System
- 4) Scuba North LLC – Dive Equipment/Maintenance Vendor
- 5) Wex Bank, Marathon Fleet Card – Diesel Card Program for Straits Regional Ride

Removing

- 1) Great Lakes Scuba – Dive Equipment Vendor
- 2) Neopost – Postage for Mail Machine
- 3) Speedway Super America – Diesel Card Program for Straits Regional Ride
- 4) Sunguard Public Sector Inc – 911 Workstation Maintenance Vendor

Unless additional changes are suggested by the Board of Commissioners, we submit this revised policy for adoption.

Financial Impact:

None

Recommendation:

Adopt the revised Sole Vendor Listing 300-2A to become effective January 8, 2019

Prepared by: James Manko

Department: Finance



Policy Department: Finance

Policy Number: 300-2A

Prepared by: James Manko, *JEM*

Original Date: January 8, 2019

Last Revised: June 12, 2018

**Sole Vendor Listing
As Referenced in the Cheboygan County Purchasing Policy 300-2**

Vendor	Department	Product or Service	Added By	Date Added
Whitlock 360 Service	Equalization	Personal Property Tax Prep	Joe Lavender	3/9/2010
Auto Center Pit Stop	Administration	Tires (Distributor Under State Bid)	Jeff Lawson	8/14/2012
Blarney Castle Oil Company	Sheriff – Marine Division	Fuel Stored at Local Marinas	Kari Kortz	3/9/2010
Blarney Castle Oil Company	Marina	Fuel for Resale	Curt Chambers	12/14/2010
Blue Cross Blue Shield	Corrections	Inmate Medical Coverage	Dale Clarmont	2/13/2008
Bob Barker, Inc.	Corrections	Jail Supplies	Dale Clarmont	3/14/2017
BRP US, Inc.	Marine	Marine Craft Equipment and Repairs	Dale Clarmont	8/14/2012
BS&A	All	Software and Support	Kari Kortz	2/13/2008

Vendor	Department	Product or Service	Added By	Date Added
Business Information Systems	District Court	Courtroom Equipment Repairs and Maintenance	Judge Johnson	2/13/2008
Cal's Mobile Equipment	SRR	Bus Repairs/Maintenance /24 Hour Mobile Road Side Repair	Mike Couture	2/13/2008
Cardmember Services	Sheriff / Corrections	Credit Card Provider	Dale Clarmont	2/13/2008
Cheboygan Area Schools	Recycling	Diesel Fuel	Tim Mason	8/14/2012
Cheboygan Area Schools	SRR	Diesel Fuel	Mike Couture	3/10/2009
CDW-G	IS	McAfee Anti-Virus Updates	Matt Hellens	3/9/2010
CM Rubber Recycling, LLC	Recycling	Processing (Tires)	Kari Kortz	2/10/2015
Core Technology Corporation	District Court	Multibrige Service Tunnel	Judge Johnson	2/13/2008
Decatur Electronics, Inc.	Sheriff	Radar Units	Dale Clarmont	1/12/2016
Dell	IS	Computers	Matt Hellens	2/13/2008
Deketo, LLC (formerly Cherry LAN Systems)	Clerk	Software and Support	Mary Ellen Tryban	8/14/2012
Dickinson Wright PLLC	Administration (for Cheboygan County Road Commission)	Bond Refunding Services – Bond Counsel	Jeff Lawson	10/8/2013
Diebold, Incorporated	Administration	Secure Entry System, Installation and Service	Jeff Lawson	1/13/2015
Digital Ally	Sheriff	Car Video Equipment	Dale Clarmont	1/14/2014
Doyle Inc. Roofing	Maintenance	County Building Roof Material and Labor	Tim Mason	6/6/2018
Drug & Laboratory Disposal	Recycling	Processing (Hazardous Waste)	Kari Kortz	2/10/2015
Emmet County DPW	Recycling	Processing	Kari Kortz	2/10/2015
ESRI	GIS	Computer Mapping Software	Steve Schnell	2/13/2008
FarmTek, Inc.	Fair	Lighting	Dan O'Henley	7/14/2015
Floatation Docking	Marina	Dock Repairs and Maintenance	Curt Chambers	2/13/2008
FSG	Corrections	Software and Support	Dale Clarmont	2/13/2008
Ginop Sales, Inc.	Maintenance	Tractor Repairs Maintenance	Tim Mason	6/24/2014

Vendor	Department	Product or Service	Added By	Date Added
Governmental Business Service	Elections	Election Supplies	Mary Ellen Tryban	2/13/2008
Hilliard Lyons	Administration (for Cheboygan County Road Commission)	Bond Refunding Services – Bond Advisor / Underwriter	Jeff Lawson	10/8/2013
Hyde Equipment	Recycling	Refurbish Recycling Containers	Tim Mason	1/9/2018
ID Networks	Sheriff	Livescan	Dale Clarmont	2/13/2008
James D. Banner, D.O.	Medical Examiner	Autopsies / Lab Work	Mary Ellen Tryban	2/13/2008
Judicial Information Systems	Probate	Software and Support	Judge Butts	2/13/2008
Judicial Management Systems	District Court	Software and Support	Judge Johnson	2/13/2008
Justice AV Solutions	All Courts	Courtroom Recording Provider	Jodi Barrette	1/8/2019
KERIF Night Vision	Sheriff	Specialized Equipment	Dale Clarmont	2/10/2015
Kirtland Community College	Sheriff / Corrections	Education / Training	Dale Clarmont	2/13/2008
McLaren (formerly Community Memorial Hospital)	Corrections	Inmate Medical Services	Dale Clarmont	8/14/2012
Michigan Election Resources	Elections	Election Supplies	Mary Ellen Tryban	2/13/2008
Michigan Pathology Specialists	Medical Examiner	Autopsies / Lab Work	Mary Ellen Tryban	2/13/2008
Michigan Police Equipment	Sheriff	Police Equipment	Dale Clarmont	8/11/2015
Northern Pathology Associates	Medical Examiner	Autopsies / Lab Work	Mary Ellen Tryban	2/13/2008
Northern Michigan Dive Center, LLC	Sheriff	Dive Equipment/Maintenance	Dale Clarmont	12/14/2010
Nye	Sheriff / Corrections	Uniforms	Dale Clarmont	2/13/2008
NVINT	IS	AS400 Maintenance ONLY	Matt Hellens	4/14/2009

Vendor	Department	Product or Service	Added By	Date Added
Office Depot	Administration	Copy Paper	Jeff Lawson	2/13/2018
Oscar W. Larson	Marina	Fuel Tank Repairs and Maintenance	Curt Chambers	2/13/2008
Otec Communications	SRR	Radio Equipment	Mike Couture	2/13/2018
Otis Elevator	Maintenance	Elevator Maintenance	Tim Mason	2/13/2008
Pitney Bowes	Administration	Postage on Call for Mail Machine	Jeff Lawson	1/8/2019
Presidio	Sheriff	Jail Security System	Dale Clarmont	1/8/2019
Pro-Tech	Sheriff	Police Equipment	Dale Clarmont	11/13/2012
PNC Visa	General	Credit Card Provider	Kari Kortz	8/14/2012
Pummill Business Forms	Equalization	Printed Supplies	Joe Lavender	2/13/2008
Republic Services	Recycling	Bin Transportation	Kari Kortz	2/10/2015
RW Mercer	Marina / General	Fuel Pump System Repairs and Maintenance	Curt Chambers / Jeff Lawson	2/13/2008 / 5/12/2015
Scuba North LLC	Sheriff	Dive Equipment / Maintenance	Dale Clarmont	1/8/2019
Spectrum Health	Medical Examiner	Autopsies / Lab Work	Mary Ellen Tryban	2/13/2008
State Electronics	SRR	Radio Tower and Repeater Repairs and Maintenance	Mike Couture	2/13/2008
State of Michigan	District Court	LEIN Program	Judge Johnson	2/13/2008
Stellar Services	Corrections	Inmate Commissary	Dale Clarmont	5/3/2017
Sysco	Corrections	Inmate Supplies	Dale Clarmont	2/13/2008
Telerad	Sheriff	Communications Equipment, Repairs and Maintenance	Dale Clarmont	2/13/2008
TASER International	Sheriff	Taser Equipment, Repairs and Maintenance	Dale Clarmont	5/12/2015
United Design Associates / Edgewater Design	Administration / Marina	Marina Engineer and Permit Services	Jeff Lawson	3/12/2013
Universal Handling Equipment	Recycling	Recycling Bins	Kari Kortz	3/9/2010
Valley City Environmental Services	Recycling	Processing (Light Bulbs)	Kari Kortz	2/10/2015
Werner Plumbing and Heating	Maintenance	A/C and Boiler Equipment and Repairs	Tim Mason	8/14/2012
Wex Bank – Marathon Fleet Card	SRR	Diesel Fuel – Card Program	Mike Couture	1/8/2019

Sole Vendor Listing Continued. *QEM*

Vendor	Department	Product or Service	Added By	Date Added
Wheeler Motors	Sheriff	DF Vehicle	Dale Clarmont	10/22/2013
Williams Office Equipment	IS	Copiers and Maintenance	Matt Hellens	3/9/2010
Zerembas Equipment	SRR	Major Bus Repair	Mike Couture	3/18/2018



Cheboygan County

Board of Commissioners' Meeting

January 8, 2019

Title: Court Policy Revision

Summary: The Courts have requested a revision to their policies related to vacations, paid personal days and longevity payments. The Courts policies in these areas have not been changed since 2003. The Court is requesting to amend their policy to be equivalent to the County's General Policy concerning vacation, personal days and longevity payments.

The Courts current policy for vacations provides the following:

- 1-5 years - 12 days off
- 5-10 years - 15 days off
- 10-15 years - 17 days off
- 15 years or more- 20 days off

The Court would like to revise as follows:

- 6 months to one year- 5 days off
- 1-5 years - 13 days off
- 5-10 years - 17 days off
- 10-15 years - 18 days off
- 15-20 years - 21 days off
- 20 -25 years – 22 days off
- 25 years or more – 23 days off

The Courts current policy related to Paid Personal Leave requires the employee to use sick time. The County's General Policy provides employees with three personal days per year without using sick time.

The Courts policy related to longevity pay does not have a category for employees with twenty years of more of service. The County's General policy provides a \$400 a year longevity payment for employees with over 20 years of service. In all other service time categories the courts payments match the County's General Policy payments.

Financial Impact: Cost to provide extra vacation and personal days. Cost to increase longevity of court employees with over 20 years of service an additional \$50 per year.

Recommendation: Approve revision to Court Policies and authorize the Chair to sign.

Prepared by: Jeffery B. Lawson

Department: Administration

**PERSONNEL POLICY AND PROCEDURES MANUAL
CHEBOYGAN COUNTY COURTS
AMENDMENTS
JANUARY 8, 2019**

LONGEVITY PAY:

All employees working in Cheboygan County Courts shall be eligible for longevity pay in accordance with the following schedule:

<u>Continuous Service</u>	<u>Longevity Pay</u>
0 years but less than 5 years	None
5 years but less than 10 years	\$200
10 years but less than 15 years	\$300
15 years but less than 20 years	\$350
20 years or more	\$400

VACATION LEAVE:

All full time employees shall be granted vacation leave with pay based upon their length of continuous service with the employer in accordance with the following schedule:

<u>Years of Continuous Service</u>	<u>Time Off</u>
6 months – 1 year	5 days
1 – 5 years	13 days
5 – 10 years	17 days
10 – 15 years	18 days
15 – 20 years	21 days
20 – 25 years	22 days
25 years or more	23 days

Vacation leave is credited to eligible employees on their anniversary date of employment

PAID PERSONAL LEAVE:

Each regular full-time employee shall be entitled to take three (3) personal leave days without loss of pay during each year. Regular part-time Employees shall receive the pro-rata equivalent to the number of hours the regular part-time Employee is regularly scheduled to work. A paid personal leave day shall be scheduled in advance between the employee and the employer.

Maria Barton, District Judge Date

John B. Wallace, Chairman Date

Aaron Gauthier, Circuit Judge Date

Jeffery B. Lawson Date

Daryl Vizina, Probate/Family Judge Date

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