



## Cheboygan County Board of Commissioners

### MISSION STATEMENT

*Cheboygan County officials and staff will strive to provide public services in an open and courteous manner and will responsibly manage county resources.*

### Finance/Business Meeting

May 9, 2017

9:30 a.m.

### Agenda

1. Call to Order
2. Roll Call
3. Invocation/Pledge of Allegiance
4. **Approve Agenda**
5. **Approve Consent Agenda**
  - A. Approve Monthly Finance Claims
  - B. Budget Adjustments
  - C. Fairground Usage Agreement
    1. Cheboygan County Riders (Weekend Events)
    2. Cheboygan County Riders (Practice Dates)
  - D. Cheboygan County Fair – Thumb Tractor Pulling Association, Inc.
  - E. School Inspector Delegation Request – Cheboygan Area Schools
  - F. MDOT Contract 2017-0032/P1/R1
  - G. Correspondence
    1. Cheboygan County Road Commission 2016 Annual Financial Report
    2. NEMCOG Regional Project Review April 2017
  - H. Minutes:
    1. Finance/Business Meeting of April 11, 2017 and Committee of the Whole/Board Planning Session of April 25, 2017
    2. ZBA – 3/22/17
    3. Planning Commission Minutes – 4/5/17 & 4/19/17
    4. District #4 Health Department – 3/21/17
    5. City Council Minutes – 3/28/17 & 4/11/17
    6. County Road Commission Minutes – 4/6/17
    7. NEMSCA – 4/7/17
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**
12. **New Business**
  - A. Equalization Director Employment Agreement
  - B. 2017 Salary & Wage Resolution #16-21 – Amendment #3 – Equalization
  - C. 2017 Salary & Wage Resolution #16-21 – Amendment #4 – Prosecutor
  - D. 2017 Salary & Wage Resolution #16-21 – Amendment #5 – Administration
  - E. Purchasing Policy Revision – Sole Vendor Listing 300-2A
  - F. Waterways Grant Resolution #17-05
  - G. Public Defender Contract Amendment
13. **Citizens Comments**
14. **Board Member Comments**
15. **Adjourn to the Call of the Chair**

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

All bills received during April 2017 that were greater than \$25,000 were included on the prepaid check writing approval list.

CHEBOYGAN COUNTY PREPAIDS REPORT MAY 2017

CHECK REGISTERS

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

BANK 2:

GENERAL EXPENDITURES:	\$	990,081.49
MINUS APRIL FINANCE	\$	0.00
TOTAL PREPAIDS	\$	990,081.49

THERE WERE NO FINANCE CLAIMS FOR APRIL 2017.

PREPARED BY: DEBI WALINSKY

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
Bank 1 TRUST & AGENCY						
04/06/2017	1	62286	AFSCME	MICHIGAN COUNCIL #25 AFSCME	PR EMPLOYEE UNION DUES APR 2017	1,389.50
04/06/2017	1	62287	CITI	CITI STREET	PR CHEB CTY PC JUDGE RETIREMENT PE 4/1/1	1,115.23
04/06/2017	1	62288	DEP UNION	DEPUTY SHERIFFS' ASSOCIATION	PR SHERIFF DEPUTY UNION DUES APR 2017	168.00
04/06/2017	1	62289	FOC	FRIEND OF THE COURT	CR BOND #14-10489-DC JOHNSON VS POWROZEK	400.00
04/06/2017	1	62290	FOC	FRIEND OF THE COURT	CR BOND #10-7785-DC LALONDE VS WANDRIE	500.00
04/06/2017	1	62291	GELC	GOVERNMENTAL EMPLOYEES	PR SHERIFF DEPT UNION DUES APR 2017	610.74
04/06/2017	1	62292	MISDU	MISDU	PR 913038876 2009007526 G STANKEWITZ PE	35.17
04/06/2017	1	62293	MISDU	MISDU	PR 910220383 2002007381 M FAIRCHILD PE 4	170.80
04/06/2017	1	62294	MISDU	MISDU	PR 913068876 2009007526 G STANKEWITZ PE	35.17
04/06/2017	1	62295	MISDU	MISDU	PR 910220383 2002007381 M FAIRCHILD PE 4	170.80
04/06/2017	1	62296	POLC	POLICE OFFICERS LABOR COUNCIL	PR SHERIFF DEPT UNION DUES APR 2017	804.00
04/06/2017	1	62297	REF-CLERK	MARK HALL	CR REFUND OVERPAYMENT OF FINES/COSTS	180.00
04/06/2017	1	62298	REF-TREA	NATHANIEL & ANGELA LINDLE	TR REFUND OVERPAYMENT 140-027-300-003-02	9.77
04/06/2017	1	62299	REST-PA	SARAH BYRLEY	PA REST #17-0200-FY SARAH BYRLEY	350.00
04/06/2017	1	62300	SLG	SHERMETA LAW GROUP	PR TINA M GONSER JEWELL #15-5314-GC PE 4	75.00
04/06/2017	1	62301	SOM-LCOTF	STATE OF MICHIGAN LCOT	TR LCOTF 1ST QTR COLLECTION 2017	255.87
04/06/2017	1	62302	UN WAY	CHEBOYGAN COUNTY UNITED WAY	PR EMPLOYEE DEDUCTIONS PE 4/1/17	12.00
04/06/2017	1	62303	VANTAGE	VANTAGEPOINT TRANS AGENTS-457	PR #305959-457 DEFERRED COMP PE 4/1/17	289.95
04/07/2017	1	62304	EMC INS	EMC INSURANCE COMPANIES	PC REST #15008482 CHAYTON WYATT DENNIS	50.00
04/07/2017	1	62305	HILE L	LAURA ANN HILES TRUST	PC REST #1001374 TRAVIS WAYNE WAYBRANT	100.00
04/07/2017	1	62306	SOM-EDTAX	STATE OF MICHIGAN	TR CURRENT TAX COLLECTED BY COUNTY	62,100.98
04/10/2017	1	62307	CHAR-EM	CHAR-EM INTERMEDIATE SCHOOL	TR CURRENT TAX COLLECTED BY COUNTY	33,453.28
04/10/2017	1	62308	COP	COP EDUCATIONAL SERVICE DISTRICT	TR CURRENT TAX COLLECTED BY COUNTY DUE	350,090.78
04/10/2017	1	62309	CTY ROAD	CHEBOYGAN CTY ROAD COMMISSION	TR CURRENT MILLAGE COLLECTED BY COUNTY	180,547.59
04/10/2017	1	62310	MESC	STATE OF MICHIGAN	PR 1ST QTR 2017 UNEMPLOYMENT TAXES	29,868.70
04/10/2017	1	62311	TREAS	CHEBOYGAN COUNTY TREASURER	TR CURRENT TAX COLLECTED BY COUNTY	295,685.23
04/10/2017	1	62312	VOM	VILLAGE OF MACKINAW	TR CURRENT TAX COLLECTED BY COUNTY	1,635.14
04/10/2017	1	62313	VOW	VILLAGE OF WOLVERINE	TR CURRENT TAX COLLECTED BY COUNTY	3,583.32
04/10/2017	1	62314	BENTON	BENTON TOWNSHIP	TR PRE EXEMPTIONS	193.87
04/10/2017	1	62315	CAS	CHEBOYGAN AREA SCHOOLS	TR NON-HOMESTEAD DENIALS DUE SCHOOL	5,179.72
04/10/2017	1	62316	CHEB	CITY OF CHEBOYGAN	TR PRE EXEMPTIONS	183.57
04/10/2017	1	62317	ILS	INLAND LAKES SCHOOLS	TR NON-HOMESTEAD DENIALS DUE SCHOOLS	612.55
04/10/2017	1	62318	KOEHLER	KOEHLER TOWNSHIP	TR PRE EXEMPTIONS	13.50
04/10/2017	1	62319	MULLETT	MULLETT TOWNSHIP	TR PRE EXEMPTIONS	15.95
04/10/2017	1	62320	NUNDA	NUNDA TOWNSHIP	TR PRE EXEMPTIONS	10.68
04/10/2017	1	62321	OAS	ONAWAY AREA SCHOOLS	TR NON-HOMESTEAD DENIALS DUE SCHOOL	961.20
04/10/2017	1	62322	REF-TREA	BRUCE & MICHELLE CHAMBERLIN	TR REFUND OVERPAYMENT #200-002-400-002-0	90.11
04/10/2017	1	62323	SOM-EDTAX	STATE OF MICHIGAN	TR CURRENT TAX COLLECTED BY COUNTY	598.00
04/10/2017	1	62324	SOM-PRE	STATE OF MICHIGAN	TR DISTRIBUTION OF PRE INTEREST JAN-MAR	673.10
04/10/2017	1	62325	TREAS	CHEBOYGAN COUNTY TREASURER	TR DISTRIBUTION OF PRE INTEREST JAN-MAR	1,259.91
04/10/2017	1	62326	WAVERLY	WAVERLY TOWNSHIP	TR PRE EXEMPTIONS	36.04
04/10/2017	1	62327	WCS	WOLVERINE COMMUNITY SCHOOLS	TR NON-HOMESTEAD DENIALS DUE SCHOOL	2,454.87
04/10/2017	1	62328	WILMOT	WILMOT TOWNSHIP	TR PRE EXEMPTIONS	121.64
04/11/2017	1	62329	BEE T A	ANDREW BEETHEM	PC REST #8004404 CHRISTOPHER HARMON	25.00
04/11/2017	1	62330	DEARBORN	DEARBORN NATIONAL INSURANCE	PR LTD/LIFE EAB 1000038 MAY 2017	3,294.56
04/11/2017	1	62331	EMC INS	EMC INSURANCE COMPANIES	PR REST #15008482 CHAYTON WYATT DENNIS	25.00
04/12/2017	1	62332	MSP	MICHIGAN STATE POLICE	CR CONCEALED PISTOL PERMITS	4,032.00
04/12/2017	1	62333	MSP	MICHIGAN STATE POLICE	CR SEX OFFENDER REGISTRATION - 32 REGIST	960.00
04/12/2017	1	62334	REF-TREA	BETTYLOU CORBIN	TR REFUND OF OVERPAYMENT 130-N11-012-053	5.59
04/18/2017	1	62335	BCBSOM	BLUE CROSS BLUE SHIELD OF MICH	PR HEALTH INS 007016244 0013 MAY 2017	1,233.47
04/18/2017	1	62336	BCBSOM	BLUE CROSS BLUE SHIELD OF MICH	PR HEALTH INS 007016244 0011 MAY 2017	2,848.22
04/18/2017	1	62337	BCNM	BLUE CARE NETWORK OF MICHIGAN	PR HEALTH INS GROUP #00188643 MAY 2017	93,108.76
04/18/2017	1	62338	BCNM	BLUE CARE NETWORK OF MICHIGAN	PR HEALTH INS GROUP #00188643 C001 MAY 2	343.26
04/18/2017	1	62339	BOUC J	JEFF & CASEY BOUCARD	PC REST #15008506 CLIFTON HAINES	100.00
04/18/2017	1	62340	LOUIE'S	LOUIE'S	PC REST #15008493 DAL BETLEM JR	12.00
04/18/2017	1	62341	WALMART	WALMART	PC REST #15008493 DALE BETLEM JR	11.94
04/18/2017	1	62342	BCBSOM	BLUE CROSS BLUE SHIELD OF MICH	PR HEALTH INS 007016244 0001 MAY 2017	3,469.46

CHECK REGISTER FOR CHEBOYGAN COUNTY  
CHECK DATE FROM 04/01/2017 - 04/30/2017

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
04/18/2017	1	62343	BCBSOM	BLUE CROSS BLUE SHIELD OF MICH	PR HEALTH INS 007016244 0019 MAY 2017	220.03
04/18/2017	1	62344	BCBSOM	BLUE CROSS BLUE SHIELD OF MICH	PR HEALTH INS 007016244 0023 MAY 2017	2,642.20
04/18/2017	1	62345	BCBSOM	BLUE CROSS BLUE SHIELD OF MICH	PR HEALTH INS 007016244 0022 MAY 2017	1,121.21
04/18/2017	1	62346	BCBSOM	BLUE CROSS BLUE SHIELD OF MICH	PR HEALTH INS 007016244 0024 MAY 2017	169.01
04/18/2017	1	62347	BCBSOM	BLUE CROSS BLUE SHIELD OF MICH	PR HEALTH INS 007016244 0025 MAY 2017	79.80
04/18/2017	1	62348	CLERK	CHEBOYGAN COUNTY CLERK	CR PSP #16-5332-FH TOM ARILDSEN	200.00
04/19/2017	1	62349	CLERK	CHEBOYGAN COUNTY CLERK	CR PSP #16-5269-FH ROBERT AVEYARD	618.00
04/19/2017	1	62350	MISDU	MISDU	PR 913068876 2009007526 G STANKEWITZ PE	35.17
04/19/2017	1	62351	MISDU	MISDU	PR 910220383 2002007381 M FAIRCHILD PE 4	170.80
04/19/2017	1	62352	REF-CLERK	ROBERT AVEYARD	CR REFUND OF OVERPAYMENT OF FINES/COSTS	120.00
04/19/2017	1	62353	REF-CODE	STAN'S ELECTRIC INC.	CD PARTIAL REFUND-NO PERMIT ISSUED HALM/	106.00
04/19/2017	1	62354	SLG	SHERMETA LAW GROUP	PR TINA M GONSER JEWELL #15-5314-GC	75.00
04/19/2017	1	62355	UN WAY	CHEBOYGAN COUNTY UNITED WAY	PR EMPLOYEE PAYROLL DEDUCTION PE 4/15	12.00
04/19/2017	1	62356	VANTAGE	VANTAGEPOINT TRANS AGENTS-457	PR #305959-457 DEFERRED COMP PE 4/15/17	289.95
04/19/2017	1	62357	CITI	CITI STREET	PR CHEB CTY PC JUDGE RETIREMENT PE 4/15/	1,115.23
04/19/2017	1	62358	MCDO T	THOMAS W MCDONALD, JR	PR #17-20493-DOB -JOANNE SARRAULT	576.92
04/21/2017	1	62359	AUTO OW	AUTO OWNERS INC	DC REST #15-4689-08 LONNIE E BOUDRO	100.00
04/21/2017	1	62360	CLERK	CHEBOYGAN COUNTY CLERK	CR BOND #15-10646-DS VENCI EVERSON	1,000.00 V
04/21/2017	1	62361	DNR-GFO	DNR GAYLORD FIELD OFFICE	DC REST JUSTIN PATRICK ODLE	50.00
04/21/2017	1	62362	ESPER A	ANTHONY ESPER	DC REST CLYDE EDWARD HOPKINSON	65.00
04/21/2017	1	62363	FAM FARE	FAMILY FARE	DC REST AUBREY LYN AYOTTE	114.46
04/21/2017	1	62364	FARM I	FARMERS INSURANCE	DC REST #3006570735-1 CODY M BONILLA	147.84
04/21/2017	1	62365	FARMERS IN	FARMERS INSURANCE	DC REST #99-SUB 8003340846-1 RALPH H PRU	100.00
04/21/2017	1	62366	FERRELL	FERRELL GAS COMPANY	DC REST MELISSA DAWN SKIDMORE	200.00
04/21/2017	1	62367	HOPE S	SPENCER DAVID HOPE	DC REST STEVEN M MEISSEN	200.00
04/21/2017	1	62368	LATITUDE	LATITUDE SUBROGATION SERVICES	DC REST #000100034268 ANTHONY R PECZYNSK	50.00
04/21/2017	1	62369	LEOW K	KASIE LEOW	DC REST NATHAN B. PHILLIPS	15.00
04/21/2017	1	62370	PI	PROGRESSIVE INSURANCE	DC REST #15-4434397 KATHERINE D GRAINGER	75.00
04/21/2017	1	62371	PTAS S	STEPHEN PTASNIK	DC REST ARVIDS DRIKSNA	62.50
04/21/2017	1	62372	REAH R	RACHEL REAHM	DC REST ROBERT C BOYD	1,360.24
04/21/2017	1	62373	ROBE M	MARK ROBERTSON	DC REST NICHOLAS W SMITH	4.75
04/21/2017	1	62374	SANE	STRAITS AREA NARCOTICS ENF	DC REST CASEY J DODDER	27.00
04/21/2017	1	62375	WALMART	WALMART	DC REST CHRISTOPHER J BIDWELL	14.40
04/21/2017	1	62376	WALMART	WALMART	DC REST AUBREY L AYOTTE	49.59
04/21/2017	1	62377	WALMART	WALMART	DC REST MERIDA AVENDANO	5.00
04/21/2017	1	62378	WALMART	WALMART	DC REST BRADLEY J VIERRA	5.00
04/21/2017	1	62379	WALMART	WALMART	DC REST ADAM J COOK	10.00
04/21/2017	1	62380	WALMART	WALMART	DC REST KENDRA J SCRIPTER	165.67
04/21/2017	1	62381	WARD T	THERESA WARD	DC REST CHRISTINA M OLSON	81.00
04/21/2017	1	62382	WOID T	THOMAS WOIDERSKI	DC REST JOHN L BLUME II	442.50
04/21/2017	1	62383	REF-CODE	H&B PLUMBING & HEATING INC	CD PARTIAL REFUND-JOB CANCELLED KOZMON	55.00
04/21/2017	1	62384	BEET A	ANDREW BEETHEM	PR REST #8004404 CHRISTOPHER HARMON	25.00
04/21/2017	1	62385	EMC INS	EMC INSURANCE COMPANIES	PR REST #15008482 CHAYTON WYATT DENNIS	50.00
04/21/2017	1	62386	BOND-CLERK	JEFFREY SAYLOR, SR	CR BOND # 17-5336-FH PEO VS SAYLOR	450.00
04/21/2017	1	62387	CLERK	CHEBOYGAN COUNTY CLERK	CR BOND #17-5336-FH J.SAYLOR	50.00
04/21/2017	1	62388	CLERK	CHEBOYGAN COUNTY CLERK	CR BOND #16-5328-FH PEO VS BEACHAM	270.00
04/21/2017	1	62389	CLERK	CHEBOYGAN COUNTY CLERK	CR BOND #16-5328-FH PEO VS BEACHAM	30.00
04/21/2017	1	62390	FOC	FRIEND OF THE COURT	CR BOND #15-10646-DS VENCI V EVERSON	1,000.00
04/27/2017	1	62391	CLERK	CHEBOYGAN COUNTY CLERK	CR BOND #17-5354-FH PEO VS COOK	50.00
04/27/2017	1	62392	CLERK	CHEBOYGAN COUNTY CLERK	CR BOND #17-5354-FH PEO VS COOK	450.00
04/27/2017	1	62393	NLEA	NORTHERN LAKES ECONOMIC	AD NLEA ANNUAL LUNCHEON PETOSKEY	40.00
04/28/2017	1	62394	CLERK	CHEBOYGAN COUNTY CLERK	CR PSP #16-5300-FH PETER RASH	1,698.00
04/28/2017	1	62395	REF-CLERK	PETER RASH	CR REFUND OVERPAYMENT OF FINES/COSTS	480.00
04/28/2017	1	62396	SOM-NETF	STATE OF MICHIGAN	CR NOTARY EDUCATION & TRAINING FUND APR	10.00
04/28/2017	1	62397	CLERK	CHEBOYGAN COUNTY CLERK	CR BOND #17-5339-FH PEO VS LAHAIE	90.00
04/28/2017	1	62398	CLERK	CHEBOYGAN COUNTY CLERK	CR BOND #17-5339-FH PEO VS LAHAIE	10.00
04/28/2017	1	62399	MSP	MICHIGAN STATE POLICE	CR SEX OFFENDER REGISTRATION	810.00
04/30/2017	1	62462	CHEB	CITY OF CHEBOYGAN	DC ORDINANCE FEE APR 2017	141.66
04/30/2017	1	62463	CHEB-DPS	CHEBOYGAN DEPT PUBLIC SAFETY	DC CONVICTED OUIL ASSESSMENT APR 2017	120.00
04/30/2017	1	62464	MDT-TRTAX	MICHIGAN DEPT OF TREASURY	RD REAL ESTATE TAX TRANSFER APR 2017	71,966.25

CHECK REGISTER FOR CHEBOYGAN COUNTY  
CHECK DATE FROM 04/01/2017 - 04/30/2017

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
04/30/2017	1	62465	REF-DC	JAMES ANDRESS	DC REFUND	10.00
04/30/2017	1	62466	SHERIFF	CHEBOYGAN COUNTY SHERIFF DEPT	DC CONVICTED OUIL ASSESSMENT APR 2017	5.00
04/30/2017	1	62467	SOM-CC	STATE OF MICHIGAN	CR 53RD CIRCUIT COURT FILING FEE APR 201	3,796.66 V
04/30/2017	1	62468	SOM-DC	STATE OF MICHIGAN	DC 89TH DISTRICT COURT FILING FEES	15,312.14
04/30/2017	1	62469	SOM-PC	STATE OF MICHIGAN	PC PROBATE COURT FILING FEES APR 2017	409.44
04/30/2017	1	62470	SOM-PC	STATE OF MICHIGAN	PC CIRCUIT COURT FILING FEES APR 2017	1,322.95
04/30/2017	1	62471	TTP	TUSCARORA TOWNSHIP POLICE	DC CONVICTED OUIL ASSESSMENT APR 2017	71.00
04/30/2017	1	62472	TUSCARORA	TUSCARORA TOWNSHIP	DC ORDINANCE FEE APR 2017	20.00
04/30/2017	1	62473	VOM	VILLAGE OF MACKINAW	DC ORDINANCE FEE APR 2017	68.33
04/30/2017	1	62474	SOM-CC	STATE OF MICHIGAN	CC 3RD CIRCUIT COURT FILING FEE APR 2017	3,796.66 V

## 1 TOTALS:

Total of 127 Checks:

1,200,065.35

Less 5 Void Checks:

8,799.29

Total of 122 Disbursements:

1,191,266.06

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
Bank 2 GENERAL FUND						
04/04/2017	2	170178	AIRPORT	CHEBOYGAN AIRPORT AUTHORITY	SRR LEASE AGREEMENT MARCH 2017	1,500.00
04/04/2017	2	170179	AO INS	AUTO OWNERS INC	PR LIFE INSURANCE JEFF LAWSON	547.00
04/04/2017	2	170180	CAVI C	CAMERON CAVITT	FN CCDC SALARY APR-JUN 2017	250.00
04/04/2017	2	170181	CCD	CHEBOYGAN CONSERVATION DISTRICT	FN CCD 2017 WND QTR APPROPRIATION	3,125.00
04/04/2017	2	170182	CCE	CCE CENTRAL DISPATCH AUTHORITY	FN 4% PHONE SURCHARGE COLLECTED MAR 2017	253.42
04/04/2017	2	170183	CDT-GEN	CHEBOYGAN DAILY TRIBUNE	AD PUBLIC NOTICE CLERK	48.90
04/04/2017	2	170184	CHARTER	CHARTER COMMUNICATIONS	CCM PHONE 3/29/17-4/28/17 8245122670084	149.94
04/04/2017	2	170185	CIMA	THE CIMA COMPANIES INC	SD VOLUNTEER INSURANCE 7/1-17-7/1/18	245.00
04/04/2017	2	170186	CLSSI	CHEBOYGAN LIFE SUPPORT SYSTEM	TR CURRENT MILLAGE COLLECTED BY COUNTY	24,653.08
04/04/2017	2	170187	CULB K	KYLE CULBERTSON	PC REIMBURSE BRIDGE FARE FOR VISITATION	8.00
04/04/2017	2	170188	DEKETO	DEKETO LLC	CR LICENSE ENHANCEMENT AGREEMENT APR 201	998.00
04/04/2017	2	170189	DH #4	DISTRICT HEALTH DEPT #4	FN DHD 2017 2ND QTR APPROPRIATION	56,538.50
04/04/2017	2	170190	EAGLE	EAGLE VILLAGE	DHS CC 5004822 3/6-3/19-2017	2,667.14
04/04/2017	2	170191	EMMET CTY	EMMET COUNTY	TR CURRENT MILLAGE COLLECTED BY COUNTY	2,012.50
04/04/2017	2	170192	FELEPPA	ALFRED FELEPPA	PA CELL REIMBURSE MAR 2017	45.00
04/04/2017	2	170193	FERN FORD	FERNELIUS FORD LINCOLN	SD TRANSMISSION FLUSH	20.00
04/04/2017	2	170194	FERN FORD	FERNELIUS FORD LINCOLN	REAR HATCH/REAR WIPER MOTOR-ESCAPE#19	493.52
04/04/2017	2	170195	FERN FORD	FERNELIUS FORD LINCOLN	AD FRONT WHEEL BEARING/HUB/ROTOR ASY/FRO	531.71
04/04/2017	2	170196	FITZNER	STEVEN FITZNER	CCD CONSERVATION MTG 3/29/17	40.00
04/04/2017	2	170197	GALLS	GALLS INCORPORATED	SD BOOTS	154.34
04/04/2017	2	170198	GOOD M	MELISSA GOODRICH	PA CELL REIMBURSE MAR 2017	45.00
04/04/2017	2	170199	GRAN J	JAMES H GRANGER	FN COUNTY SURVEYOR SALARY APR-JUN 2017	250.00
04/04/2017	2	170200	HUMANE	CHEB COUNTY HUMANE SOCIETY	FN CCHS 2017 2ND QTR APPROPRIATION	36,822.50
04/04/2017	2	170201	IBM 2	IBM CORPORATION	IS SOFTWARE MAINTENANCE	1,595.00
04/04/2017	2	170202	INK & TONE	INK & TONER ALTERNATIVE	OFFICE SUPPLIES	259.98
04/04/2017	2	170203	KORTZ	KARI KORTZ	FN REIMBURSE MILEAGE TO RADIO STEERING C	175.66
04/04/2017	2	170204	MGT	MGT OF AMERICA INC	PA DHS-286 BILLINGS JAN-MAR/ TIME LOGS J	1,555.70
04/04/2017	2	170205	MSU MSUEBO	MICHIGAN STATE UNIVERSITY	FN MSU 2ND QTR MOA PAYMENT	18,094.75
04/04/2017	2	170206	NCCMH	NORTH COUNTRY COMMUNITY	FN NCC MENTAL HEALTH 2017 2N QTR APPROP	27,998.75
04/04/2017	2	170207	NSB	NORTHERN STAR BROADCASTING	SRR MONTHLY LEASE AGREEMENT APRIL 2017	600.00
04/04/2017	2	170208	OAA	ONAWAY AREA AMBULANCE	TR CURRENT MILLAGE COLLECTD BY COUNTY AP	1,188.58
04/04/2017	2	170209	P&Z CTR	PLANNING & ZONING CENTER	PZ MEMBERSHIP 8/17 - 7/18	350.00
04/04/2017	2	170210	PNC VISA	PNC BANK	FN VISA CHARGES THRU 3/19/17	49.94
04/04/2017	2	170211	PNC VISA	PNC BANK	FN VISA CHARGES THRU 3/19/17	7,286.74
04/04/2017	2	170212	PNC VISA	VOID		
04/04/2017	2	170213	PUB DEF 3	RONALD VARGA OR WILLIAM KEOGH	FN PUBLIC DEFENDER CONTRACT APRIL 2017	11,709.58
04/04/2017	2	170214	QCMC	QUICK CARE MEDICAL CENTER	SRR DOT PHYSICAL/ R NEWSTED	105.00
04/04/2017	2	170215	RAMSAY	DONALD RAMSAY DO	CR MEDICAL EXAMINER WAGES APRIL 2017	735.44
04/04/2017	2	170216	REIM C	CARL REIMANN	CCD CONSERVATION MTG 3/29/17	40.00
04/04/2017	2	170217	SAP	STRAITS AREA PRINTING	FN 5000 #10 ENVELOPES	497.45
04/04/2017	2	170218	SENIOR CIT	CHEBOYGAN COUNTY COUNCIL	TR CURRENT MILLAGE COLLECTED BY COUNTY	46,747.92
04/04/2017	2	170219	STELLAR	STELLAR SERVICES	SDJ COMMISSARY	1,423.34
					SDJ INDIGENT PACKS	3.00
					SDJ COMMISSARY	1,171.08
						<u>2,597.42</u>
04/04/2017	2	170220	STRAITS	STRAITSLAND RESORTER	ROD MI ASSOC OF REGISTRER OF DEEDS 2017	35.00
04/04/2017	2	170221	TREAS	CHEBOYGAN COUNTY TREASURER	PC SA TRANSPORTATION FEE MAR 2017	3,850.00
04/04/2017	2	170222	UPS	UNITED PARCEL SERVICE	FN UPS CHARGES THRU 3/25/17	38.28
04/04/2017	2	170223	VERIZON	VERIZON	IS CELL PHONE SERVICE 2/14-3/13	1,584.61
04/04/2017	2	170224	VIZINA	DARYL VIZINA	PA MILEAGE REIMBURSEMENT PETOSKEY	38.52
04/04/2017	2	170225	WAIT J	JONI WAIT	DHS CC 4030266 2/26-3/11/17	241.36
04/04/2017	2	170226	WAIT J	JONI WAIT	DHS CC 2181374 2/26-3/11/17	241.36
04/04/2017	2	170227	WASC	WAWATAM AREA SENIOR CITIZENS INC	TR CURRENT MILLAGE COLLECTED BY COUNTY	4,991.00
04/04/2017	2	170228	WHIT G	GREGORY WHITTAKER	CCD CONSERVATION MTG 3/29/17	40.00
04/04/2017	2	170229	TREAS	CHEBOYGAN COUNTY TREASURER	PC SA BUS AIDE MAR 2017	552.59

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Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
04/06/2017	2	170230	ALLPHASE	ALL-PHASE	MA LED WRAP FIX/ LED TUBE	69.24
					MA LED WRAP/ TUBES	476.18
					MA 3 WAY BULE/ BYL TOGGLE /NTL DPLX OUTL	77.40
						<u>622.82</u>
04/06/2017	2	170231	AT&T/SBC	AT&T	FN GAS PUMP MODEM 3/1-3/31/17	35.21
04/06/2017	2	170232	BBC	BERNARD BUILDING CENTER	MA HD PROJECT SIS2E PRIMED PAULOWNIA	124.90 V
					MA HD PROJECT PAINT SUPPLIES	47.30 V
					MA HD PROJECT TAPE/PAINT TRAY	12.07 V
					MA HD PROJECT ROLLERS	4.49 V
					MA HD PROJECT PAINT SUPPLIES	12.99 V
					MA HD PROJECT PAINT SUPPLIES	43.95 V
					MA HD PROJECT PAINT SUPPLIES	3.99 V
					MA HD PROJECT PAINT SUPPLIES	108.67 V
					MA HD PROJECT	115.98 V
					MA HD PROJECT	195.66 V
					MA SUPPLIES	10.99 V
						<u>680.99</u>
04/06/2017	2	170233	BBC	VOID		V
04/06/2017	2	170234	BLASKOWSKI	BLASKOWSKI FEED & SEED	SD K9 DOG FOOD	82.32
04/06/2017	2	170235	BOB BARKER	BOB BARKER COMPANY INC	SDJ PING PONG BALLS/ GLOVES	497.43
					MATTRESSES	2,757.10
						<u>3,254.53</u>
04/06/2017	2	170236	BUTTS	ROBERT J BUTTS	PC ATTORNEY CONTRACT APR 2017	1,831.69
04/06/2017	2	170237	CARD	CARDMEMBER SERVICE	SD CARD SERVICES MAR 2017	3,097.56
04/06/2017	2	170238	CARNATION	CARNATION RESTAURANT	SDJ INMATE FOOD 6738 @ \$3.40 & ENSURE/GA	23,171.20
04/06/2017	2	170239	CCE	CCE CENTRAL DISPATCH AUTHORITY	AD 2ND QTR ALLOCATION APR-JUN 2017	112,623.75
04/06/2017	2	170240	CDT MSU	CHEBOYGAN DAILY TRIBUNE	MSU YEARLY SUBSCRIPTION	113.00
04/06/2017	2	170241	CDT-PZ	CHEBOYGAN DAILY TRIBUNE	PZ ADVERTISING	602.18
04/06/2017	2	170242	CULLIGAN	MCCARDEL CULLIGAN-PETOSKEY	PA BOTTLED WATER MAR 2017	17.50
04/06/2017	2	170243	DEAN	NANCY B DEAN	PC ATTORNEY CONTRACT APR 2017	1,375.00
04/06/2017	2	170244	EKDAHL	MICHAEL J EKDAHL	PC ATTORNEY CONTRACT APR 2017	1,375.00
04/06/2017	2	170245	FASTENAL	FASTENAL COMPANY	MA GMBOND/FD 4 1/2X7/8Z80G / 8X60Z	28.46
					MA 3 PC HOLE CUTTER KIT	115.65
						<u>144.11</u>
04/06/2017	2	170246	FRAZ D	DANIEL FRASIER	PC SA FDTA SPEAKER FEE	50.00
04/06/2017	2	170247	G SHIPPING	G'S SHIPPING STORE	MA TOILET PAPER	152.88
04/06/2017	2	170248	HANSEL	DONNA HANSEL	PC ATTORNEY CONTRACT APR 2017	1,375.00
04/06/2017	2	170249	HOME	HOME CONFINEMENT	SD HOME CONFINEMENT BUNKER	414.00
04/06/2017	2	170250	HUNG T	THOMAS R HUNGERFORD LLC	DC COURT APPT ATTY FEES PEO VS ROUGHTON	290.00
04/06/2017	2	170251	IRSC	INDIAN RIVER SPORTS CENTER	SD WINTERIZE SNOWMOBILE	385.40
04/06/2017	2	170252	KEOGH	WILLIAM L KEOGH PC	PC ATTORNEY CONTRACT APR 2017	1,375.00
					PC COURT APPT ATTORNEY	75.00
						<u>1,450.00</u>
04/06/2017	2	170253	KSS	KSS ENTERPRISES	DIAL ANTIMICROB SOAP	74.03
					CLEANING SUPPLIES	690.19
					PINE SOL - 60 OZ	42.78
					GLASS CLEANER/ FILTER TYPE U/ ELECTROLUX	141.42

CHECK REGISTER FOR CHEBOYGAN COUNTY  
 CHECK DATE FROM 04/01/2017 - 04/30/2017

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
						948.42
04/06/2017	2	170254	MACARTHUR	TIMOTHY MACARTHUR	PC ATTORNEY CONTRACT APR 2017	1,375.00
04/06/2017	2	170255	MPEC	MICHIGAN POLICE EQUIPMENT CO	SD TASER METAL SD TASER METAL	63.45 63.45
						<u>126.90</u>
04/06/2017	2	170256	OFF DEPOT	OFFICE DEPOT	SD MARKER/PAPER/TONER	149.27
04/06/2017	2	170257	OFF DEPOT	OFFICE DEPOT	DC OFFICE SUPPLIES	331.47
04/06/2017	2	170258	PUB DEF 3A	WILLIAM KEOGH	FN PUBLIC DEFENDER CONTRACT APRIL 2017	11,709.58
04/06/2017	2	170259	REIS M	MICHAEL P REISTERER SR	PC COURT APPT ATTORNEY M REISTERER	100.00
04/06/2017	2	170260	SECURUS	SECURUS TECHNOLOGIES	SDJ INMATE PHONE USAGE CHARGES APRIL 2017 SDJ INMATE PHONE USAGE CHARGES FEB 2017	5,164.34 3,544.87
						<u>8,709.21</u>
04/06/2017	2	170261	SPAR PHAR	SPARTAN NASH/FAMILY FARE	SDJ INMATE MEDICATIONS APRIL 2017	201.20
04/06/2017	2	170262	SPIES	SPIES AUTO PARTS & TIRE	SD BATTERY	87.99
04/06/2017	2	170263	STELLAR	STELLAR SERVICES	SDJ SNACK PACKS SDJ INDIGENT SDJ COMMISSARY	75.00 12.30 1,044.70
						<u>1,132.00</u>
04/06/2017	2	170264	TASER	TASER INTERNATIONAL	SD TASER BATTERY PACKS AND CARTRIDGES	562.72
04/06/2017	2	170265	TREAS	CHEBOYGAN COUNTY TREASURER	PC ALLOCATIN COSTS MAR 2017	1,313.44
04/06/2017	2	170266	TREAS	CHEBOYGAN COUNTY TREASURER	PR EMP FRINGE & DEDUCTIONS PE 4/1/17	231,815.83
04/06/2017	2	170267	WOE	WILLIAMS OFFICE EQUIPMENT	IS COPY MAINTENANCE AGREEMENT APR 2017	1,533.05
04/07/2017	2	170268	ACKE	CHRISTOPHER ACKERMAN	PC SA INDEPENDENT CONTRACTOR APR 2017	1,000.00
04/07/2017	2	170269	BROW C	CHARLES BROWN	PC SA FDTA SPRING 1ST SESSION BILLING	1,550.00
04/07/2017	2	170270	CULLIGAN	MCCARDEL CULLIGAN-PETOSKEY	CC JURY ROOM WATER	69.00
04/07/2017	2	170271	EKDAHL	MICHAEL J EKDAHL	CC DGC DEFENSE ATTORNEY MAR 2017	150.00
04/07/2017	2	170272	HARBOR	HARBOR HALL INC	CC DGC COUNSELING SERVICES MAR 2017	45.00
04/07/2017	2	170273	LEXISNEXIS	LEXISNEXIS RISK SOLUTIONS	TR INFORMATION SEARCH MAR 2017	97.85
04/07/2017	2	170274	MICKEYS	MICKEY'S MINI MART	CC COOKIES JURORS	42.72
04/07/2017	2	170275	MSC	MICHIGAN SUPREME COURT	CC JIS SERVICES JAN-MAR 2017	3,025.15
04/07/2017	2	170276	NORCHEM	NORCHEM DRUG TESTING	CC DRUG TESTING FEB 2017	2,903.80
04/07/2017	2	170277	OFF DEPOT	OFFICE DEPOT	CC PROBATION CHAIRMAT CC PROBATION SHRED TRASH BAGS CC PROBATION CHAIR MAT	66.99 5.98 69.99
						<u>142.96</u>
04/07/2017	2	170278	TARGET	TARGET	DC FORMS	52.43
04/07/2017	2	170279	UJLA J	JOHN UJLAKY	CC REPRESENT JOSHUA LOWE #15-5096FH	950.00
04/07/2017	2	170280	NMIDS	NORTHERN MI IND DRUG SCREEN LLC	CC DG DRUG TESTING MAR 2017	288.00
04/07/2017	2	170281	OFF DEPOT	OFFICE DEPOT	CR STAPLER, PERMANENT MARKERS CC HIGHLIGHTER CC (2) METAL SIGNS 2X10	38.88 11.99 32.38
						<u>83.25</u>
04/07/2017	2	170282	SALVATION	SALVATION ARMY	CC DGC SUPERVISION FEES JAN-MAR 2017	1,300.00
04/07/2017	2	170283	SAP	STRAITS AREA PRINTING	CR ENVELOPES 2,000 #10 REG & WINDOW	417.05
04/10/2017	2	170284	AT&T-SDJ	AT&T	SDJ INMATE PHONE 3/1-3/31/17	146.82
04/10/2017	2	170285	AT&T-SRR	AT&T	SFF PHONE SERVICE 3/1/17-3/31/17	120.40
04/10/2017	2	170286	AT&T-SRR	AT&T	SFF PHONE/FAX SERVICE 3/1/17-3/31/17	43.89
04/10/2017	2	170287	BBC	BERNARD BUILDING CENTER	MA HD PROJECT PRIMED PAULOWNIA	124.90

CHECK REGISTER FOR CHEBOYGAN COUNTY  
 CHECK DATE FROM 04/01/2017 - 04/30/2017

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
04/10/2017	2	170288	BBI	BROWN BUILDERS INC	MA HD MTG ROOM	3,900.00
04/10/2017	2	170289	CALS	CAL'S MOBILE HEAVY EQUIPMENT	RC TRUCK REPAIR	1,109.25
04/10/2017	2	170290	CAPITAL	CAPITAL TIRE INC	SD 8 TIRES	1,022.40
04/10/2017	2	170291	CARQUEST	CARQUEST	MA AD WELD HELMET & GLOVE	173.74
04/10/2017	2	170292	CAS-TRAN	CHEBOYGAN AREA SCHOOLS	SFF DIESEL FUEL CHARGES MAR 2017	4,806.27
					RC FUEL CHARGES MAR 2017	790.07
						<u>5,596.34</u>
04/10/2017	2	170293	EMMET DPW	EMMET COUNTY DPW	RC MONTHLY RECYCLING FEES MAR 2017	6,668.75
					RC MONTHLY TIPPING FEE MAR 2017	(1,101.38)
						<u>5,567.37</u>
04/10/2017	2	170294	IR VET	INDIAN RIVER VET CLINIC	SD TAZOR MEDS	122.20
04/10/2017	2	170295	LAND	LANDMARK DESIGN GROUP PC	AD COUNTY JAIL STUDY	9,920.00
04/10/2017	2	170296	LEXISNEXIS	LEXISNEXIS RISK SOLUTIONS	FOC INFORMATION SEARCH MAR 2017	50.00
04/10/2017	2	170297	MCNALLY	MCNALLY ELEVATOR	HD ELEVATOR MAINTENANCE APR 2017-MAR 201	398.24
04/10/2017	2	170298	NOP	NATIONAL OFFICE PRODUCTS	MA OFFICE PRINTER CARTRIDGE/ TOWEL	323.89
					SRR CORRECTION TAPE	20.50
						<u>344.39</u>
04/10/2017	2	170299	NYE	NYE UNIFORM COMPANY	SD SHIRTS	258.39
					SD SHOES	142.31
						<u>400.70</u>
04/10/2017	2	170300	OFF DEPOT	OFFICE DEPOT	TR PAPER ROLL 2 1/4X130	4.54
04/10/2017	2	170301	RDIC	RIVERTOWN DO-IT CENTER	MA CSF ROLLER/ROLLER COVER	47.30
					MA PLUNGER/FLOOR ADHESIVE	12.07
					MA 4" FOAM MINI ROLLER	10.99
					MA HANC STRIP	4.49
					MA HOIST PRIMER	12.99
					MA PLASTIC PAINT TRAYS	43.95
					MA SUPPLIES	3.99
					MA SUPPLIES	108.67
					MA HD PROJECT SUPPLIES	115.98
					MA HD PROJECT SUPPLIES	195.66
						<u>556.09</u>
04/10/2017	2	170302	RDIC	VOID		
04/10/2017	2	170303	SAG	STRAITS AREA GLASS	MA NEW GLASS FOR FRONT DOOR	572.30
04/10/2017	2	170304	SCIENTIFIC	SCIENTIFIC BRAKE & EQUIPMENT	MA NEW BLADE FOR PLOW ON TRUCK	380.08
04/10/2017	2	170305	SPIES	SPIES AUTO PARTS & TIRE	MA HTR HOSE/CLAMP/FITTINGS/ANTIFREEZE	37.43
04/10/2017	2	170306	SPIES-RC	SPIES AUTO PARTS & TIRE	MA RC RAINX-25 DEICER/BLUE DF	33.94
					MA RC ABSORBENT	16.58
					MA RC POWER SERVICE DIESEL	13.98
					MA RC STAND & DELUXE RATCHET SET/ WRENCH	75.15
						<u>139.65</u>
04/10/2017	2	170307	TREAS	CHEBOYGAN COUNTY TREASURER	TR DOG LICENSES	11.00
04/11/2017	2	170308	ASHB C	CYNTHIA E EBERLY	PC CELL PHONE REIMBURSE APR 2017	45.00
04/11/2017	2	170309	ASHE M	MEGAN FENLON	PC CELL PHONE REIMBURSE APR 2017	45.00
04/11/2017	2	170310	BURIAL	BARBARA GOZA	VA BURIAL ALLOWANCE HUGH GOZA	300.00
04/11/2017	2	170311	CTR FAM	CENTER FOR THE FAMILY	PC COURT ORDERED SERVICES SHAMPINE	330.00
04/11/2017	2	170312	DEAN	NANCY B DEAN	PC COURT APPT ATTY C.HAHN/G HAHN/STONEBU	300.00

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Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
04/11/2017	2	170313	GRAINGER	WW GRAINGER	MA PARTS FOR SHOWER IN JAIL	222.90
					MA PARTS FOR SHOWER IN JAIL	103.70
					MA PARTS FOR SHOWER IN JAIL	7.20
						<u>333.80</u>
04/11/2017	2	170314	HANSEL	DONNA HANSEL	PC COURT APPT ATTY STONEBURNER	150.00
04/11/2017	2	170315	KEOGH	WILLIAM L KEOGH PC	PC COURT APPT ATTY HAHN	75.00
04/11/2017	2	170316	LEXISNEXIS	LEXISNEXIS RISK SOLUTIONS	PC INFORMATION SEARCH MAR 2017	50.00
04/11/2017	2	170317	MACARTHUR	TIMOTHY MACARTHUR	PC COURT APPT ATTY DANIELS/JOHNSON/STONE	755.00
04/11/2017	2	170318	PNC VISA	PNC BANK	PC GIFT CARD FOR GARY BANISTER	50.00
04/11/2017	2	170319	RJD	ROSCOMMON JUVENILE DETENTION	PC ANOTHER COUNTY INSTITUTION	1,512.00
04/11/2017	2	170320	RWS	REPUBLIC SERVICES #239	MA TRASH REMOVAL MAR 2017	553.32
04/11/2017	2	170321	STOP	SATELLITE TRACKING OF PEOPLE LLC	PC COURT ORDERED SERVICES TYLER/PAVWOSKI	106.25
04/11/2017	2	170322	STYF	SAULT TRIBE YOUTH FACILITY	PC ANOTHER COUNTY INSTITUTION DUNN/DENNI	1,920.00
04/11/2017	2	170323	BOLINGER	ROBERT R BOLINGER	BOC COMMISSIONER MILEAGE APR 2017 MTGS	10.70
04/11/2017	2	170324	BROWN C	CHRISTOPHER BROWN	BO COMMISSIONER MILEAGE 4/11/17	36.38
04/11/2017	2	170325	COCM	COCM	CD COCM CONFERENCE - MATT	205.00
04/11/2017	2	170326	G SHIPPING	G'S SHIPPING STORE	SRR CASE OF CENTER PULL TOWELS FOR AIRPO	16.00
04/11/2017	2	170327	GOUJ C	CAL GOUINE	BO COMMISSIONER MILEAGE 1/1/17-4/6/17	105.40
04/11/2017	2	170328	INLAND	INLAND TRANSMISSION	SRR 2010 FORD ESCAPE, FRONT AXLE SHAFT B	561.44
04/11/2017	2	170329	LODGING	DOUBLE TREE INN BY HILTON	CD LODGING COCM CONFERENCE -MATT	343.35
04/11/2017	2	170330	MOW	MICHIGAN OFFICEWAYS INC	FOC OFFICE SUPPLIES	33.77
04/11/2017	2	170331	NEWM M	MICHAEL NEWMAN	BOC COMMISSIONER MILEAGE APR 2017 MTGS	4.82
04/11/2017	2	170332	WALLACE	JOHN WALLACE	BOC COMMISSIONER MILEAGE APR 2017 MTGS	26.75
04/12/2017	2	170333	JURY CC	SUSAN ROZNOWSKI	CC JURY SELECTION 4/11/17	17.18
04/12/2017	2	170334	JURY CC	LAWRENCE BARTON	CC JURY SELECTION 4/11/17	15.10
04/12/2017	2	170335	JURY CC	CATHERINE SCHULTZ	CC JURY SELECTION 4/11/17	13.02
04/12/2017	2	170336	JURY CC	DONNA WOJERSKI	CC JURY SELECTION 4/11/17	14.58
04/12/2017	2	170337	JURY CC	ELISABETH OLDS	CC JURY SELECTION 4/11/17	17.70
04/12/2017	2	170338	JURY CC	PATRICK STEVENS	CC JURY SELECTION 4/11/17	19.78
04/12/2017	2	170339	JURY CC	JOHN SCHOOLCRAFT	CC JURY SELECTION 4/11/17	22.90
04/12/2017	2	170340	JURY CC	TERRY LAUHOFF	CC JURY SELECTION 4/11/17	16.14
04/12/2017	2	170341	JURY CC	LYNNE JOHNSON	CC JURY SELECTION 4/11/17	15.62
04/12/2017	2	170342	JURY CC	LEE SCHLEY	CC JURY SELECTION 4/11/17	19.26
04/12/2017	2	170343	JURY CC	DOMINIC COLLINO	CC JURY SELECTION 4/11/17	22.90
04/12/2017	2	170344	JURY CC	RONALD SCHUMACHER	CC JURY SELECTION 4/11/17	25.50
04/12/2017	2	170345	JURY CC	BRIAN RETTELL	CC JURY SELECTION 4/11/17	14.58
04/12/2017	2	170346	JURY CC	STANLEY PROCKNOW	CC JURY SELECTION 4/11/17	21.86
04/12/2017	2	170347	JURY CC	JULIE MAYBANK	CC JURY SELECTION 4/11/17	22.90
04/12/2017	2	170348	JURY CC	BARBARA MEYERS	CC JURY SELECTION 4/11/17	21.86
04/12/2017	2	170349	JURY CC	JEREMY OGRADY	CC JURY SELECTION 4/11/17	14.58
04/12/2017	2	170350	JURY CC	KELLI REIMANN	CC JURY SELECTION 4/11/17	16.66
04/12/2017	2	170351	JURY CC	KAY ROBINSON	CC JURY SELECTION 4/11/17	13.02
04/12/2017	2	170352	JURY CC	DEBORAH WILEY	CC JURY SELECTION 4/11/17	17.18
04/12/2017	2	170353	JURY CC	TAYLOR POWELL	CC JURY SELECTION 4/11/17	23.42
04/12/2017	2	170354	JURY CC	BETTY SHERBURNE	CC JURY SELECTION 4/11/17	29.14
04/12/2017	2	170355	JURY CC	FREDERICK PERRY	CC JURY SELECTION 4/11/17	13.02
04/12/2017	2	170356	JURY CC	DIANA LUTZ-FITCH	CC JURY SELECTION 4/11/17	14.58
04/12/2017	2	170357	JURY CC	HARLEY SEWELL	CC JURY SELECTION 4/11/17	13.02
04/12/2017	2	170358	JURY CC	BRITTANY LEMON	CC JURY SELECTION 4/11/17	20.30
04/12/2017	2	170359	JURY CC	DEBRA STGERMAIN	CC JURY SELECTION 4/11/17	23.94
04/12/2017	2	170360	JURY CC	JULIE LAFAVE-JAMES	CC JURY SELECTION 4/11/17	21.86
04/13/2017	2	170361	ADVANCE-SD	ADVANCE AUTO PARTS	SD HITCH	59.99
04/13/2017	2	170362	CIVIC	CIVIC RESEARCH INSTITUTE	DC PROBATION & PAROLE LAW REPORTER APR 2	149.95
04/13/2017	2	170363	MDJA	MICHIGAN DISTRICT JUDGE'S ASSOC	DC 2017 DUES FOR JUDGE BARTON	200.00
04/13/2017	2	170364	NMIDS	NORTHERN MI IND DRUG SCREEN LLC	DC DRUG TESTING REIMBURSEMENT MAR 2017	20.00
04/13/2017	2	170365	OFF DEPOT	OFFICE DEPOT	DC OFFICE SUPPLIES	34.08
04/13/2017	2	170366	SELI D	DALE SELIN	DC CELL REIMBURSEMENT MAR 2017	45.00
04/13/2017	2	170367	STAN L	LIZ STANKEWITZ	DC CELL REIMBURSEMENT MAR 2017	45.00

CHECK REGISTER FOR CHEBOYGAN COUNTY  
 CHECK DATE FROM 04/01/2017 - 04/30/2017

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
04/13/2017	2	170368	TREAS	CHEBOYGAN COUNTY TREASURER	FOC REIMBURSE FOR COPY PAPER	110.00
04/13/2017	2	170369	YOUN K	KIMBERLY YOUNGS	DC CELL REIMBURSEMENT MAR 2017	45.00
04/17/2017	2	170370	ALP	ALPENA OIL	MA GASOLINE PURCHASE 10,000 GALLONS	18,893.11
04/17/2017	2	170371	CHEB	CITY OF CHEBOYGAN	MA DRB WATER USAGE 1/1/17-3/31/17 ACCT	376.58
04/17/2017	2	170372	CHEB	CITY OF CHEBOYGAN	MA WATER USAGE ACCT #2-01575-00 1/1/17-	6,500.96
04/17/2017	2	170373	CONSUMERS	CONSUMERS ENERGY	RC ELECTRIC ACCT 100045328463 MAR 2017	21.26
04/17/2017	2	170374	DH #4	DISTRICT HEALTH DEPT #4	SDJ INMATE NURSING VISITS MAR 2017	3,345.00
04/17/2017	2	170375	DTE	DTE ENERGY	MA DRB GAS 456433900010 3/9/17-4/10/17	275.98
04/17/2017	2	170376	DTE	DTE ENERGY	MA GAS ACCT 456433900010 3/9/17-4/10/17	3,094.02
04/17/2017	2	170377	MDOS	MICHIGAN DEPT OF STATE	SDJ RENEW TABS PLATE #BYG7922	62.00 V
04/17/2017	2	170378	MISC	NEILA TERRANOVA SNYDER	SRR MILEAGE FOR PRE EMPLOY PHYSICAL 71.4	38.20
04/17/2017	2	170379	MLM	MULLETT LAKE MARINA	SD MARINE DIVISION BOAT SLIP #22	1,600.00
04/17/2017	2	170380	PIE&G	PRESQUE ISLE ELECTRIC & GAS	RC SECURITY LIGHT-ACCT 9465900000	15.49
04/17/2017	2	170381	SAP	STRAITS AREA PRINTING	SRR 7500 BROCHURES	797.00 V
					CF KIDS DAY ADVERTISING	630.00 V
						<u>1,427.00</u>
04/17/2017	2	170382	SOM-CGD	STATE OF MICHIGAN	CF RAFFLE LICENSE	40.00
04/17/2017	2	170383	STELLAR	STELLAR SERVICES	SDJ INDIGENT PACKS	14.52
					SDJ COMMISSARY	1,014.00
					SDJ INDIGENT PACKS	1.26
					SDJ COMMISSARY	1,257.20
					SDJ SNACK PACKS	425.00
						<u>2,711.98</u>
04/17/2017	2	170384	THOMSON	THOMSON REUTERS	FN FIXED ASSET SOFTWARE & SET UP	23.00
04/17/2017	2	170385	TRAIN	CENTER MASS INC	SDJ FIREARMS TRAINING	850.00
04/17/2017	2	170386	WEST-FOC	THOMSON REUTERS - WEST	FOC MI RULES OF COURT STATE V.I. 2017 PA	127.00
04/17/2017	2	170387	WHEELER	WHEELER MOTORS INC	SD OIL CHANGE/TIRE ROTATION	30.43
					SD TIRE ROTATION	22.00
					SD PADS/ ROTORS	514.15
					SD OIL CHANGE	16.95
					SD OIL CHANGE	16.95
					SD OIL CHANGE	16.95
					SD TIRE ALIGNMENT	134.57
					SD OIL CHANGE	18.94
					SD BULB	18.04
					SD PADS/ ROTORS	505.95
					SD LIGHT	17.42
					SD OIL CHANGE	48.18
						<u>1,360.53</u>
04/17/2017	2	170388	WHEELER	VOID		
04/17/2017	2	170389	WOE	WILLIAMS OFFICE EQUIPMENT	FN COPY MACHINE REPAIR-NOT COVERED BY MA	90.00 V
04/18/2017	2	170390	BLARNEY	BLARNEY CASTLE OIL COMPANY	MA GAS PURCHASE 76.6 GALLONS	172.39
04/18/2017	2	170391	CAS	CHEBOYGAN AREA SCHOOLS	FN SA TEACHER WAGE & FRINGE JAN-MAR 2017	18,461.64
04/18/2017	2	170392	CCPC	CHARLEVOIX COUNTY 7TH	PC F.C. PER DIEM KOEN SHELL	4,960.00
04/18/2017	2	170393	DANI K	KAREN DANIEL	PC GUARDIANSHIP REVIEW D.R. GOODENOW	40.70
04/18/2017	2	170394	DSSI	DRUG SCREEN SOLUTIONS INC	PC COURT ORDERED SERVICES-ANTHONY SUTHER	152.50
04/18/2017	2	170395	HANSEL	DONNA HANSEL	PC COURT APPT ATTY JOHNSON, YOUNG, WOOLLAR	300.00
04/18/2017	2	170396	ICLE	ICLE	PC PERIODICALS-PROTECTED INDIVIDUAL CODE	124.50
04/18/2017	2	170397	INK & TONE	INK & TONER ALTERNATIVE	PC TONER CARTRIDGES	154.99
04/18/2017	2	170398	LAMO T	TERRIE LAMONT	PC GUARDIANSHIP REIVEW RAYMOND CARLSON	60.00
04/18/2017	2	170399	MDOS	MICHIGAN DEPT OF STATE	SD TAB RENEWALS BYG7922,DMR0087,DNA3376	62.00
04/18/2017	2	170400	MEMBER	MPJRA	PC MPJRA MEMBERSHIP DUES PATRICIA HANSEN	100.00
04/18/2017	2	170401	NOEL R	REBECCA NOEL	PC TRANSCRIPT SERVICES T. DUNN	26.25

CHECK REGISTER FOR CHEBOYGAN COUNTY  
CHECK DATE FROM 04/01/2017 - 04/30/2017

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
04/18/2017	2	170402	NOP	NATIONAL OFFICE PRODUCTS	PA SINGLE PEDESTAL DESK	836.99
04/18/2017	2	170403	SALT R	RAEANN SALTER	PC GUARDIANSHIP REVIEW ROGER J SCHOOLCRA	35.00
04/18/2017	2	170404	SAP	STRAITS AREA PRINTING	PC LETTERHEAD (1000)	141.00
04/18/2017	2	170405	SAP	STRAITS AREA PRINTING	SRR (7500) BROCHURES	797.00
04/18/2017	2	170406	SAP	STRAITS AREA PRINTING	CF KIDS DAY ADVERTISING	630.00
04/18/2017	2	170407	SPARTAN	SPARTAN STORES LLC	MA COFFEE	28.51
04/18/2017	2	170408	TREAS	CHEBOYGAN COUNTY TREASURER	PC SAYPA BUS AIDE MAR 2017	635.52
04/18/2017	2	170409	TREAS	CHEBOYGAN COUNTY TREASURER	PC SAYPA TRANSPORTATION FEE MAR 2017	3,850.00
04/18/2017	2	170410	WEST-PA	THOMSON REUTERS - WEST	PA LIBRARY PLAN	53.58
04/18/2017	2	170411	AT&T/SBC	AT&T	IS MONTHLY PHONE SERVICE MAR 2017	1,078.50
04/18/2017	2	170412	AT&T/SBC	VOID		
04/18/2017	2	170413	CDW-G	CDW-G	IS FIREWALL RENEWAL	1,646.44
					IS BACKUP SOFTWARE RENEWAL	1,623.84
						<u>3,270.28</u>
04/18/2017	2	170414	FAIR M	MICHAEL FAIRCHILD	IS CELL REIMBURSEMENT MAR 2017	45.00
04/18/2017	2	170415	I3 BS	I3 BUSINESS SOLUTIONS LLC	IS HARDWARE MAINT AS400 4/28/17-4/27/18	2,319.29
04/18/2017	2	170416	TREAS	CHEBOYGAN COUNTY TREASURER	PC ALLOCATION COSTS 2017	1,313.44
04/19/2017	2	170417	CDW-G	CDW-G	IS DC ERGOTRON WORKFIT-T	415.00
04/19/2017	2	170418	CONSUMERS	CONSUMERS ENERGY	CCM ELECTRIC 100030339863 3/14-4/11	296.85
04/19/2017	2	170419	CONSUMERS	CONSUMERS ENERGY	CCM ELECTRIC 100030390080 3/14-4/11	31.64
04/19/2017	2	170420	CONSUMERS	CONSUMERS ENERGY	CCM ELECTRIC 100030392027 03/14-4/11	22.57
04/19/2017	2	170421	ESI	ENGINEERING SUPPLY CORPORATION	GIS OFFICE SUPPLIES/ PAPER	23.93
04/19/2017	2	170422	GEWY	YOUNG, GRAHAM, ELSENHEIMER	AD LEGAL SERVICES THROUGH 3/31/17	2,542.00
04/19/2017	2	170423	MCCOC	MACKINAW CITY CHAMBER	AD ANNUAL BREAKFAST 5/4/17	12.00
04/19/2017	2	170424	MSHC	MACKINAW STRAITS HEALTH CENTER	AD PRE EMPLOYMENT PHYSICAL RENEE PELON	93.00
					AD URINE COLLECTION KIRSTEN BOSS	28.00
						<u>121.00</u>
04/19/2017	2	170425	WEST-DC	THOMSON REUTERS - WEST	DC LIBRARY PLAN 3/5-4/4/17	13.89
04/19/2017	2	170426	WHEELER	WHEELER MOTORS INC	SD ENGINE FUEL CLEAN/ INSTALL LOCK ACTUA	370.63
04/19/2017	2	170427	WIT PA	BRADLEY VIERRA	PA WITNESS FEES	6.50
04/19/2017	2	170428	WIT PA	TABITA WALLACE	PA WITNESS FEES	7.40
04/19/2017	2	170429	WIT PA	JOSH VIEAU	PA WITNESS FEES	7.40
04/19/2017	2	170430	WIT PA	LYDIA HOGLUND	PA WITNESS FEES	6.60
04/19/2017	2	170431	WIT PA	ROBERT ZWINGMAN, JR	PA WITNESS FEES	8.50
04/19/2017	2	170432	WIT PA	RYAN LAHAIE	PA WITNESS FEES	6.50
04/19/2017	2	170433	WIT PA	JAMES PETTYJOHN	PA WITNESS FEES	6.50
04/19/2017	2	170434	DELL	DELL	IS NEW COMPUTER FOR PA OFFICE/VICTIM'S R	904.90
04/19/2017	2	170435	FERN FORD	FERNELIUS FORD LINCOLN	AD L.O.F./ TIRE ROTATION/ RUNS ROUGH	127.35
04/19/2017	2	170436	GORNO	GORNO FORD	AD 2017 FORD FUSION 4 DOOR SEDAN	17,560.00
04/19/2017	2	170437	HTC	HURON TRANSIT CORP	SRR REIMBURSE TRAINING MATERIALS	560.00
04/19/2017	2	170438	HUNG T	THOMAS R HUNGERFORD LLC	CC COURT APPT ATTY #98-353 DP-JAMES CARN	168.75
04/19/2017	2	170439	MARK B	MARK BROWN	SRR REIMBURSE MILEAGE/TRAINING	630.60
04/19/2017	2	170440	MCSBP	MCLAREN CORPORATE SERVICE	CC DC FRANKLIN ELLIOTT INF DIS	297.00
04/19/2017	2	170441	PI NEWS	PRESQUE ISLE NEWSPAPER	C PAPER RENEWAL 52 WEEKS	32.00
04/19/2017	2	170442	SPARTAN	SPARTAN STORES LLC	CC MISC CHARGES FOR JURORS	49.49
04/19/2017	2	170443	TREAS	CHEBOYGAN COUNTY TREASURER	PR EMP FRINGE & DEDUCTIONS PE 4/15/17	134,265.11
04/19/2017	2	170444	TREAS	CHEBOYGAN COUNTY TREASURER	SSR 3 CASES OF PAPER 8 1/2 X 11	82.50
04/19/2017	2	170445	WEST-CC	THOMSON REUTERS - WEST	CC LIBRARY PLAN CHARGES 3/5-4/4	219.95
04/19/2017	2	170446	WEST-LL	THOMSON REUTERS - WEST	LL WEST INFORMATION CHARGES MAR 2017	776.05
04/19/2017	2	170447	WEST-LL	THOMSON REUTERS - WEST	LL LIBRARY PLAN CHARGES 3/5-4/4	299.17
04/21/2017	2	170448	BOB BARKER	BOB BARKER COMPANY INC	SDJ FEMININE HYGEINE (500 CT)	98.26
04/21/2017	2	170449	CHARTER	CHARTER COMMUNICATIONS	SDJ INMATE CABLE 8245122670006820	112.61
04/21/2017	2	170450	LEORTC	L.E.O.R.T.C.	SD COPSHOCK TRAINING	625.00
04/21/2017	2	170451	MPEC	MICHIGAN POLICE EQUIPMENT CO	SD BREGE METAL	19.80
04/21/2017	2	170452	WHEELER	WHEELER MOTORS INC	AD REMOVE SNOW TIRES #15	22.00
04/21/2017	2	170453	BUTTS	ROBERT J BUTTS	PC REIMBURSE TRAVEL/LODGING/MEALS TRAVER	236.62



CHECK REGISTER FOR CHEBOYGAN COUNTY  
CHECK DATE FROM 04/01/2017 - 04/30/2017

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
04/26/2017	2	170493	PAETEC	PAETEC	IS PHONE SERVICE APRIL 2017	253.13
04/26/2017	2	170494	PAETEC	VOID		
04/26/2017	2	170495	SANG R	RICHARD SANGSTER	BOC COMMISSIONER MILEAGE 4/25. 3/16. 4/1	255.73
04/26/2017	2	170496	STANS	STANS ELECTRIC	MA PARKING LOT LIGHTS REPAIR	155.00
04/26/2017	2	170497	WALLACE	JOHN WALLACE	BOC COMMISSIONER MILEAGE 4/25. 4/19. 3/1	165.85
04/26/2017	2	170498	WREG K	KEITH WREGGLESWORTH	CD MEAL REIMBURSE GAYLORD	8.58
04/26/2017	2	170499	BUTTS	ROBERT J BUTTS	PC REIMBURSE MEALS/MILEAGE BAY CITY	254.47
04/26/2017	2	170500	CULB K	KYLE CULBERTSON	PC REIMBURSE HOTEL/MEALS NMJO CONFERENCE	215.52
04/26/2017	2	170501	NOEL R	REBECCA NOEL	PC TRANSCRIPT SERVICES #15008546 SHIFLET	12.30
04/26/2017	2	170502	SALT R	RAEANN SALTER	PC GUARDIANSHIP REVIEW #13013687 TELLEF	30.00
					PC GUARDIANSHIP REVIEW #9013104 MCVEY,VI	30.00
						60.00
04/26/2017	2	170503	UN WAY	CHEBOYGAN COUNTY UNITED WAY	PC CASA SPONSOR 2017 RESOURCE GUIDE	150.00
04/26/2017	2	170504	CHARTER	CHARTER COMMUNICATIONS	CCM PHONE 4/29/17-5/28/17 82451226700845	209.94
04/26/2017	2	170505	CFSNW	CHILD & FAMILY SERVICES NW	DHS CC #21883988 COCKRILL, ERIBELLA	622.72
04/26/2017	2	170506	CFSNW	CHILD & FAMILY SERVICES NW	DHS CC #1525157 3/1-3/31/17	689.44
04/26/2017	2	170507	CFSNW	CHILD & FAMILY SERVICES NW	DHS CC #21849790 3/1-3/28/17	107.00
04/26/2017	2	170508	CFSNW	CHILD & FAMILY SERVICES NW	DHS CC #21849790 3/1-3/28/17	482.72
04/26/2017	2	170509	CFSNW	CHILD & FAMILY SERVICES NW	DHS CC #21883988 3/1-3/28/17	107.00
04/26/2017	2	170510	EAGLE	EAGLE VILLAGE	DHS CC #5004822 3/20-3/23/17	571.53
04/26/2017	2	170511	STYF	SAULT TRIBE YOUTH FACILITY	DHS CC #6307960 3/1-3/23/17	2,640.00
04/26/2017	2	170512	WAIT J	JONI WAIT	DHS CC #2181374 3/12-3/25-17	241.36
04/26/2017	2	170513	WAIT J	JONI WAIT	DHS CC #4030266 3/12-3/25/17	241.36
04/27/2017	2	170514	ESI	ENGINEERING SUPPLY CORPORATION	GIS OFFICE ENCODER REPAIR	756.00
04/27/2017	2	170515	FRAZ D	DANIEL FRASIER	PC SA FDTA SPEAKER FEE	50.00
04/27/2017	2	170516	NLEA	NORTHERN LAKES ECONOMIC	AD NLEA ANNUAL LUNCHEON PETOSKEY	60.00
04/27/2017	2	170517	STELLAR	STELLAR SERVICES	SDJ INDIGENT	11.04
					SDJ COMMISSARY	961.59
					SDJ INDIGENT	4.26
					SDJ COMMISSARY	107.52
					SDJ COMMISSARY	17.07
					SDJ INDIGENT	1.26
					SDJ COMMISSARY	811.76
						1,914.50
04/27/2017	2	170518	UPS	UNITED PARCEL SERVICE	FN UPS CHARGES 3/16 - 4/22/17	11.95
04/27/2017	2	170519	VIZINA	DARYL VIZINA	PC SA FDTA SPEAKER FEE	50.00
04/27/2017	2	170520	YOUN K	KIMBERLY YOUNGS	DC SC REIMBURSE FOR GRADUATION ITEMS	18.42
04/27/2017	2	170521	ZABI E	ELIZABETH ZABIK	EQ REIMBURSE LUNCH & BRIDGE FARE FOR TRA	31.00
04/27/2017	2	170522	CLSSI	CHEBOYGAN LIFE SUPPORT SYSTEM	SDJ AMBULANCE RIDE NATASHA PITKAVISH	204.38
04/27/2017	2	170523	MISC-FOC	NORTHERN MFSC	FOC ANNUAL SPRING CONFERENCE	75.00
04/28/2017	2	170524	CCF	CUSTOM CARPETS & FURNITURE	MA CARPET FOR HEALTH DEPT BACK OFFICES	1,313.50
04/28/2017	2	170525	OFF DEPOT	OFFICE DEPOT	DC INK PENS/THERMAL ROLLS/CORRECTION TAP	85.31
					DC WET/DRY WIPES	24.49
						109.80
04/28/2017	2	170526	SAP	STRAITS AREA PRINTING	JB JURY BOARD ENVELOPES	827.60
04/28/2017	2	170527	G SHIPPING	G'S SHIPPING STORE	MA TOILET PAPER	152.88
					MA TOILET PAPER	248.88
						401.76
04/28/2017	2	170528	GRAINGER	WW GRAINGER	MA FOAM SOAP	20.08
04/28/2017	2	170529	OTIS	OTIS ELEVATOR COMPANY	MA ELEVATOR REPAIR	955.00
04/28/2017	2	170530	ROSE EXT	ROSE EXTERMINATOR	MA PEST CONTROL	70.00

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CHECK REGISTER FOR CHEBOYGAN COUNTY  
CHECK DATE FROM 04/01/2017 - 04/30/2017

Page: 10/10

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
04/28/2017	2	170531	BOHL S	SAM BOHL	FOC REIMBURSE FOR TRAVEL TO BANK	26.96
04/28/2017	2	170532	CALS	CAL'S MOBILE HEAVY EQUIPMENT	SRR BUS #309 REPAIR BRAKES	2,357.50
					SRR BUS #309 REPAIR COOLANT LEAK/TURN SI	563.57
					SRR BUS #309 REPAIR CHAIR LIFT	329.00
					SRR BUS #709 REPAIR BROKEN PLATE ON W/C	345.00
					SRR BUS #302 REPLACE FUEL FILTER/ CRACKE	799.10
					SRR BUS #609 FULL SERVICE/REPLACE BRAKES	970.00
						<u>5,364.17</u>
04/28/2017	2	170533	FERN FORD	FERNELIUS FORD LINCOLN	SD KEY FOR PATROL CAR	3.60
04/28/2017	2	170534	FOP	FRATERNAL ORDER OF POLICE	SRR BUSINESS CARD AD	90.00
04/28/2017	2	170535	KSS	KSS ENTERPRISES	SRR 1 CASE OF PAPER TOWELS	39.95
04/28/2017	2	170536	SASI	STRAITS AREA SERVICES INC	SRR SNOW DAY PER CONTRACT	406.00
04/28/2017	2	170537	SPEEDWAY	SPEEDWAY SUPER AMERICA LLC	SRR FUEL CHARGES 3/21-4/19/17	617.67
04/28/2017	2	170538	SPIES-SRR	SPIES AUTO PARTS & TIRE	SRR 8 BOXES BLUE DF FLUID FOR BUS#116	95.92

2 TOTALS:  
Total of 361 Checks: 1,004,226.58  
Less 12 Void Checks: 14,145.09  
Total of 349 Disbursements: 990,081.49

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
Bank 3 TAX REVOLVING FUND						
04/05/2017	3	6979	DEEDS	REGISTER OF DEEDS	TR RECORD JUDGMENT OF FORECLOSURES	540.00
04/05/2017	3	6980	DEEDS	REGISTER OF DEEDS	TR RECORD REDEMPTION CERTIFICATES	630.00
04/05/2017	3	6981	DEEDS	REGISTER OF DEEDS	TR RECORD REDEMPTION CERTIFICATES	270.00
04/05/2017	3	6982	GOOD P	PETER GOODSTEIN	TR 2013 TAX FORECLOSURE 2016 SALE	2,643.75
04/05/2017	3	6983	TREAS	CHEBOYGAN COUNTY TREASURER	PR EMPLOYEE FRINGE & DEDUCTIONS PE 4/1/1	813.65
04/10/2017	3	6984	DEEDS	REGISTER OF DEEDS	TR RECORD OF FORFEITURE CERT 100	3,000.00
04/10/2017	3	6985	DEEDS	REGISTER OF DEEDS	TR RECORD OF FORFEITURE CERT 100	3,000.00
04/10/2017	3	6986	DEEDS	REGISTER OF DEEDS	TR RECORD OF FORFEITURE CERT 100	3,000.00
04/10/2017	3	6987	DEEDS	REGISTER OF DEEDS	TR RECORD OF FORFEITURE CERT 100	1,200.00
04/10/2017	3	6988	DEEDS	REGISTER OF DEEDS	TR RECORD REDEMPTION CERT 37	1,110.00
04/10/2017	3	6989	DEEDS	REGISTER OF DEEDS	TR RECORD OF FORFEITURE CERT 100	3,000.00
04/11/2017	3	6990	DEEDS	REGISTER OF DEEDS	TR RECORD OF FORFEITURE CERT -1	30.00
04/18/2017	3	6991	TITLE CK	TITLE CHECK LLC	TR 1/12 ANNUAL FEE	1,949.28
04/19/2017	3	6992	TREAS	CHEBOYGAN COUNTY TREASURER	PR EMPLOYEE FRINGE & DEDUCTIONS PE 4/15/	620.19
04/21/2017	3	6993	RADC B	BRIAN RADCLIFFE	TR MTT GRANTED VET EXEMPTION	571.17
3 TOTALS:						
Total of 15 Checks:						22,378.04
Less 1 Void Checks:						3,000.00
Total of 14 Disbursements:						19,378.04

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CHECK REGISTER FOR CHEBOYGAN COUNTY  
CHECK DATE FROM 04/01/2017 - 04/30/2017

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
Bank 5 COUNTY ROAD TRANSFERS						
04/30/2017	5	2100763	CTY ROAD	CHEBOYGAN CTY ROAD COMMISSION	CCR ROAD TRANSFER 4/5/17	311,455.65
04/30/2017	5	2100764	CTY ROAD	CHEBOYGAN CTY ROAD COMMISSION	CCR ROAD TRANSFER 4/10/17	67,075.58
04/30/2017	5	2100765	CTY ROAD	CHEBOYGAN CTY ROAD COMMISSION	CCR ROAD TRANSFER 4/20/17	195,959.50
04/30/2017	5	2100766	CTY ROAD	CHEBOYGAN CTY ROAD COMMISSION	CCR ROAD TRANSFER 4/25/17	64,119.39

5 TOTALS:

Total of 4 Checks:	638,610.12
Less 0 Void Checks:	0.00
Total of 4 Disbursements:	638,610.12

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
Bank 9 INMATE ACCOUNT						
04/04/2017	9	1023	INMATE	SHERIFF INMATE TRUST	INMATES MONEY PAYABLE	5,164.34
04/19/2017	9	1024	INMATE	SHERIFF INMATE TRUST	INMATES MONEY PAYABLE	300.00 V
04/19/2017	9	1025	INMATE	SHERIFF INMATE TRUST	INMATES MONEY PAYABLE	300.00
04/19/2017	9	1026	INMATE	SHERIFF INMATE TRUST	INMATES MONEY PAYABLE	4,319.00
04/19/2017	9	1027	INMATE	SHERIFF INMATE TRUST	INMATES MONEY PAYABLE	646.40
04/27/2017	9	1028	INMATE	SHERIFF INMATE TRUST	INMATES MONEY PAYABLE	6,196.99
04/27/2017	9	1029	INMATE	SHERIFF INMATE TRUST	INMATES MONEY PAYABLE	12,985.47 V
04/27/2017	9	1030	INMATE	SHERIFF INMATE TRUST	INMATES MONEY PAYABLE	7,365.50
<b>9 TOTALS:</b>						
Total of 8 Checks:						37,277.70
Less 2 Void Checks:						13,285.47
Total of 6 Disbursements:						<u>23,992.23</u>



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**Cheboygan County**  
**Board of Commissioners' Meeting**  
**May 9, 2017**

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

**Summary:**

General Fund – Fund 101

*Department 229*

On December 8, 2010, the Prosecutor's Office received drug forfeiture funds of \$25,250 to be used for drug forfeiture activities. \$14,150 was expended during 2011, \$543 was expended in 2012, \$85 was expended in 2013 and \$1,654 was expended in 2014; therefore, \$8,818 needs to be carried forward into the 2017 budget. The Prosecutor's Office is still determining how to utilize this money so the balance will be tracked in an expenditure control account. This budget adjustment raises the Fund Equity revenue line item and Expenditure Control expenditure line item by \$8,818.

**Financial Impact:**

Fund 101 total budget increase of \$8,818

**Recommendation:**

Motion to approve the budget adjustments to raise revenues and expenditures for \$8,818 in the line item provided in the following attachment.

**Prepared by:** Kari Kortz

**Department:** Finance

5/5/2017

**RAISE REVENUE AND EXPENDITURE**

General Fund - Fund 101

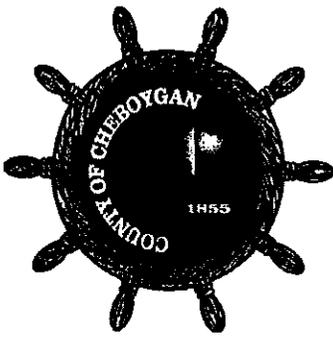
101-400-699.00	\$8,818.00 +
Fund Equity	

101-229-700.00	\$8,818.00 +
Expenditure Control	

Signed: Approved at the 5/9/17 BOC Meeting

Prepared by: Kari Kortz





98

# Cheboygan County Board of Commissioners' Meeting

May 9, 2017

<b>Title:</b> Fairgrounds Event agreement for Cheboygan County Riders Equestrian Club.	
<b>Summary:</b> The Cheboygan County Riders Equestrian Club would like to use the Fairgrounds to host a family weekend meeting and riding event and several practice and instructional rides this summer. They would like to use the horse barn, restrooms, camping area and both horse arenas. CC Riders schedules events every year and have before the County Board in the past.	
<b>Weekend and meeting dates:</b> May 11 <sup>th</sup> , June 8 <sup>th</sup> , July 13 <sup>th</sup> , September 2 <sup>nd</sup> , 14 <sup>th</sup> , and the weekend of July 7 <sup>th</sup> 8 <sup>th</sup> and 9 <sup>th</sup>	
<b>Joint riding practice Dates with CC Riders, 4H Clubs, and Kountry Kids:</b> May 7 <sup>th</sup> , 21 <sup>st</sup> , June 11 <sup>th</sup> , 25 <sup>th</sup> , and July 9 <sup>th</sup>	
<b>Financial Impact:</b> The Cheboygan County Riders Equestrians Club is a nonprofit organization and they are considered County Adult Nonprofit in our Fairgrounds Policy and would not be charged for the use of the Fairgrounds.	
<b>Recommendation:</b> Approve event agreements as presented and authorize Chair to sign.	
<b>Prepared by:</b> Tim Mason	<b>Department:</b> Maintenance Department

## FAIRGROUND EVENT AGREEMENT

THIS AGREEMENT is entered into by the parties to be effective on May 9, 2017 between Cheboygan County, a Michigan political subdivision, whose address is 870 South Main Street, PO Box 70, Cheboygan, Michigan 49721 ("County") and CC Riders (Cheboygan County Riders) whose address is M33 Cheboygan, MI 49721.

For-profit Organization

Non-profit Organization

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

### 1. DESCRIPTION

The County hereby agrees to allow Event Holder to use the Cheboygan County Fairgrounds, including the following buildings and areas: arenas (the "Property") for the following period: May 11<sup>th</sup>, June 8<sup>th</sup>, July 13<sup>th</sup>, Sept 2<sup>nd</sup>, Sept 14<sup>th</sup> Weekend of July 7, 8, 9 (Barn, Campground, Bathroom, Arena) (the "Event Period").

### 2. POSSESSION AND USE OF PROPERTY

Event Holder may only use the Property during the Event Period for the following purpose(s): Meeting w/ riding July weekend family riding, etc.

### 3. FEE AND DEPOSIT

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

### 4. ASSIGNMENT

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

### 5. REPAIR AND MAINTENANCE

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

### 6. IMPROVEMENTS

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

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

## **7. FAIRGROUNDS USAGE & FEES POLICY**

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

## **8. INSURANCE**

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

## **9. INDEMNIFICATION**

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

## **10. MISCELLANEOUS**

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

forth in this Agreement and the Cheboygan County Fairgrounds Usage & Fees Policy. The Event Holder specifically accepts the Property in its present condition at the date of the execution of this Agreement and accepts the Property as being suitable for the activities authorized in Paragraph 2 above.

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

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

CHEBOYGAN COUNTY

By: \_\_\_\_\_  
*Christopher S. Brown*

Its: Vice-Chairperson of the Cheboygan  
County Board of Commissions

EVENT HOLDER:

\_\_\_\_\_  
Signature

Name: Stephanie

Address: \_\_\_\_\_

Phone: 231-430-1944

Cell: \_\_\_\_\_

Email: \_\_\_\_\_

## FAIRGROUND EVENT AGREEMENT

THIS AGREEMENT is entered into by the parties to be effective on May 9, 2017 between Cheboygan County, a Michigan political subdivision, whose address is 870 South Main Street, PO Box 70, Cheboygan, Michigan 49721 ("County") and CC Riders + Farm Friends 4H + Kountry Kidz 4H Clubs whose address is Cheboygan, MI 49721.

For-profit Organization

Non-profit Organization

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

### 1. DESCRIPTION

The County hereby agrees to allow Event Holder to use the Cheboygan County Fairgrounds, including the following buildings and areas: Arenas (the "Property") for the following period: May 7, 21 June 11, 25 July 9 (the "Event Period").

### 2. POSSESSION AND USE OF PROPERTY

Event Holder may only use the Property during the Event Period for the following purpose(s): Joint Riding Practice

### 3. FEE AND DEPOSIT

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

### 4. ASSIGNMENT

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

### 5. REPAIR AND MAINTENANCE

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

### 6. IMPROVEMENTS

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

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

## **7. FAIRGROUNDS USAGE & FEES POLICY**

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

## **8. INSURANCE**

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

## **9. INDEMNIFICATION**

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

## **10. MISCELLANEOUS**

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

forth in this Agreement and the Cheboygan County Fairgrounds Usage & Fees Policy. The Event Holder specifically accepts the Property in its present condition at the date of the execution of this Agreement and accepts the Property as being suitable for the activities authorized in Paragraph 2 above.

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

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

CHEBOYGAN COUNTY

By: \_\_\_\_\_  
*Christopher S. Brown*

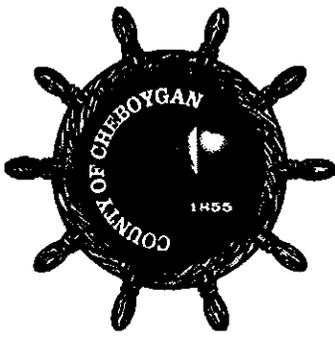
Its: Vice-Chairperson of the Cheboygan  
County Board of Commissions

EVENT HOLDER:

\_\_\_\_\_  
Signature

Name: Stephanie  
Address: \_\_\_\_\_

Phone: 231-420-1944  
Cell: \_\_\_\_\_  
Email: \_\_\_\_\_



# Cheboygan County Board of Commissioners' Meeting

May 9, 2017

**Title:** Thumb Tractor Pulling Association, Inc.

**Summary:** Contract for Tractor Pulling on Friday, August 11th at 7:00 p.m. Civil Counsel has reviewed this contract in the past which has remained the same for several years.

**Financial Impact:** The cost of the show is \$7,800. If it is raining the day of the event, County will contact Thumb Tractor Pulling Association by phone and cancel event. There would be no cost. If they've already arrived in Cheboygan and event is rained out before the event starts, County will pay for mileage cost both ways from Carsonville, Michigan. If the show starts and is rained out prior to the half way period of the event, County will have to pay \$2.00 per mile one way plus half the original contract price. If the show goes more than half way and it gets cancelled because of weather, County must pay full amount.

**Recommendation:** Motion to approve the Thumb Tractor Pulling Association, Inc. Agreement and authorize the Chair to sign.

**Prepared by:** Jeffery B. Lawson

**Department:** Administration



**Thumb Tractor Pulling Association, INC.  
2017 Class Commitment**

*If more than One (1) session, Please use another commitment sheet.*

**EVENT:** Cheboygan County Fair      **DATE:** August 11, 2017

**SESSION:** 1      **TIME:** 7:00  
~~6:00~~ pm

**CIRCLE ONE:** SUN. MON. TUE. WED. THURS. FRI. SAT.

**POINT CLASSES OF T.T.P.A.**

<input checked="" type="checkbox"/> 5500 V-8 Hot Rods	<input checked="" type="checkbox"/> 6200 Pro Street Pickup
<input type="checkbox"/> 6000 Farm	<input checked="" type="checkbox"/> 6200 Super Stock Pickups
<input type="checkbox"/> 6200 Modified Tractor	<input checked="" type="checkbox"/> Hot Diesel Pickups
<input checked="" type="checkbox"/> 8000 Diesel Pro Stock	<input checked="" type="checkbox"/> 2.5 Diesel Pickups
<input checked="" type="checkbox"/> 93 Super Farm	<input type="checkbox"/> Street Legal Pickups
<input type="checkbox"/> 12,000 Open Farm	<input type="checkbox"/> 10,000 Farm Tractors
<input type="checkbox"/> Light Limited Supers	

**ALL NON-TTPA CLASSES MUST BE LISTED:** (Example) Street Legal Pickups (Local Only) - 12000 Local Farm (Local Only)

Local Street Legal Pickups

Vehicles must have safety shutoff at the rear of the vehicle.

\$20.00 Hook Fee

Fair pays local purse

**\*TTPA will collect a non-member hook fee. Exhibition vehicles are subject to an additional hook fee if approved by TTPA officials.**

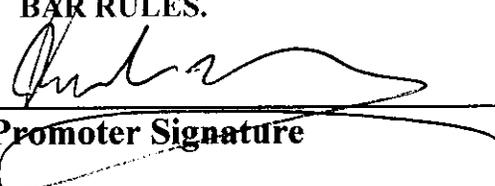
**\*TTPA may refuse any vehicle or class that is deemed unsafe.**

**\*No adding of classes after agreement has been signed – any class change will have to be renegotiated.**

**\*Points Pull – Prerequisite:**

*Promoter will provide a per class pay back or use the TTPA pay back guidelines available by request.*

**NOTE: EFFECTIVE JAN. 1, 2002 ALL TRACTOR CLASSES INCLUDING Local Tractors WILL HAVE AND MEET TTPA WHEELIE BAR RULES.**

  
\_\_\_\_\_  
**Promoter Signature**

04/28/17  
\_\_\_\_\_  
**Date**



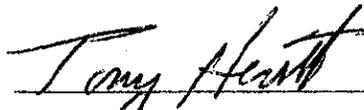
**TITUMB TRACTOR PULLING ASSOCIATION, INC.**  
**2017 PULLING EVENT AGREEMENT ADDENDUM**

**PROMOTER AGREES TO THE FOLLOWING PREVISIONS:**

1. Provide a pulling track to be a minimum 30 feet wide and spectators should be 15 feet behind the track boundary lines and track should be 300 ft. long with at least 75 feet beyond the finish line for safe over run shut down area.
2. Track preparation is required by TTPA to promote a quality show and fair competition for contestants.
3. **Provide the following track maintenance equipment: front end loader (a forklift is not considered a front end loader), two 60-70 hp scraper tractors, packer, water equipment, off set disk/chisel plow and tractor. Also used in case sled needs tow back to start line.**
4. **Operators for above equipment and on site, 2 hours prior to show start time.**
5. **Allow at least two (2) hours for track preparation before the show.** It is up to the Promoter to supply the equipment to prepare the track.
6. TTPA will mark track and help with track preparation. TTPA officer will have jurisdiction over the conduct and management of the track and tractor pull, including track officials and track help.
7. Promoter to allow all sled and track signage.
8. **Provide lighting segregated pit area and adequate crowd control.**
9. **Provide needed track lighting, including start and finish end.**
10. Provide ambulance or fire truck paramedic qualified personal near the track or pit area.
11. Provide your own adequate Spectator Promoter Insurance.
12. TTPA officials reserve the right to refuse competition or exhibition of any vehicle or class that is deemed UNSAFE. This also applies to contestants that do not comply with TTPA General Pulling Rules.
13. Optional workers are available or you may supply them yourself. If TTPA supplies them they are \$75.00 a person, optional workers are hook and unhook people (2).
14. Other people needed are registration clerk and announcer (we can contract supply them).
15. Class registration cut off time is 15 minutes before show starts time.
16. Non-compliance with TTPA class rules by the event promoter is done so by their own risk, therefore the class pull, NO variation of TTPA rules allowed. Example – Mandatory Wheelie Bar Rule.
17. These TTPA officials will be allowed entry of the pull site at NO CHARGE. Sled hauler/operator, Track crew and officials, secretary/registration clerk, treasurer, announcer. All of these carry a TTPA ID card.
18. If a class entry fee is charged at registration, driver and one (1) pit crew will be allowed entrance to the event at NO CHARGE. The maximum amount that can be charged for registration/entry fee is \$20.00.

19. ALL TTPA Promoters are MANDATED by the TTPA to allow FREE Entry for All TTPA Events. This includes Puller/Members, Family (max 5) and TTPA SUPPORT STAFF. All TTPA Members, support staff and family will be carrying official TTPA Membership Cards for your review. If (Non) TTPA card carrying TTPA Member/Puller contestants enter your gate, you are mandated to allow one puller and one pit crew. However, some TTPA promoters Charge Registration Pull fee at the gate, this is acceptable, but family and TTPA support staff will not be charged. Note: Free TTPA Family Members must pay to ride your carnival rides. Free entry is only into the Pulling arena.
20. ~~Promoter must pay prize money at puller post within 14 days of pull date.~~
21. **TTPA will only run classes listed in the signed Class Commitment Form. Any changes must renegotiate 10 days prior to pulling event.**
22. TTPA, Inc will not be held responsible monetarily by this agreement, any money loss to the event promoter resulting from sled breakdown, Acts of God, Vehicular accidents, or on road semi/sled impairments. TTPA will try to phone the event site number to advise of any problems, if possible.
23. To be considered a points pull, promoter must pay a minimum of 10 places per class and minimum of a class "B Payback".
24. ~~Contract payment is expected by the end of the event.~~
25. An Officer's signature is required on all contract pages.
26. Any deviation from TTPA Safety Rules makes TTPA exempt from any & all liability.

  
 \_\_\_\_\_  
 PROMOTER SIGNATURE

  
 \_\_\_\_\_  
 TTPA SIGNATURE

04/28/17  
 \_\_\_\_\_  
 DATE

## 2017 ADDENDUM TO EXHIBITOR CONTRACT

This addendum to the exhibitor's contract and the exhibitor's contract are effective and binding on the last date entered below by the signatories to this addendum and exhibitor's contract, ("Exhibition Agreement"), unless otherwise provided in Paragraph 4 below, by and between the Cheboygan County Fair Board (hereafter "Fair Board") P.O. Box 70, 870 South Main Street, Cheboygan, MI 49721, and Thumb Tractor Pulling Association, Inc, (hereafter, Exhibitor), 4004 Forester Road, Deckerville, MI 48427 (810) 537-1137 and in consideration of the mutual covenants and promises contained herein the parties agree as follows:

### 1. ADDENDUM CONTROLS

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

### 2. PROVISION OF INSURANCE

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

### 3. ASSIGNMENT

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

### 4. REVIEW AND ACCEPTANCE OF AGREEMENT

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

### 5. PARTICIPANT WAIVERS

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

## **6. CREW MEMBERS AND FAIR PERSONNEL**

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

\*Cheboygan County and its employees are responsible for track preparation.

## **7. INDEPENDENT CONTRACTOR**

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

## **8. INDEMNIFICATION**

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

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

## **9. MISCELLANEOUS**

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

counsel. If Exhibitor is a corporation, its execution of this Exhibition Agreement has been approved in advance in accord with its bylaws, and the party executing on behalf of Exhibitor has the legal authority to do so and to bind the Exhibitor.

- E. If any provisions of this agreement shall be declared invalid or unenforceable, the remainder of the Exhibition Agreement shall continue in full force or effect.
- F. This Exhibition Agreement contains the entire agreement between the parties and any subsequent agreement made hereafter shall be ineffective to change, modify or discharge this agreement, either in whole or in part, unless such an agreement is in writing and signed by the party against whom enforcement of the change, modification or discharge is sought.
- G. The Cheboygan County Fair Board has been authorized by Cheboygan County to execute this agreement.
- H. This contract is to be construed pursuant to the laws of the State of Michigan.

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

**IN THE PRESENCE OF:**

**The Cheboygan County  
Fair Board**

\_\_\_\_\_  
Witness

\_\_\_\_\_  
By: Ron Williams  
Its: President

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

**Exhibitor**

\_\_\_\_\_  
Witness

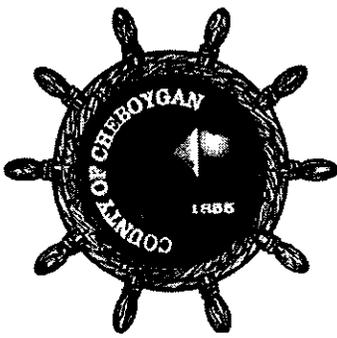
\_\_\_\_\_  
By:  
Its:

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

**Approved as to form:**

\_\_\_\_\_  
**Christopher S. Brown, Vice-Chair  
Cheboygan County Board of Commissioners**

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



92

# Cheboygan County Board of Commissioners' Meeting

May 9, 2017

<b>Title:</b> Request for Delegation of School Plan Review and Inspection Authority	
<b>Summary:</b> Cheboygan Area Schools has requested from the State of Michigan that school plan review and/or inspection for building, plumbing, electrical and mechanical work completed by the Cheboygan Area School District be permitted and inspected by the Cheboygan County Building Safety Department. The application must also be signed by the Chief Elected Official of the local unit of government that will conduct inspections.	
<b>Financial Impact:</b> Cheboygan Area Schools to pay for fees required for permitted inspections.	
<b>Recommendation:</b> Motion to authorize Chair to sign Request for Delegation for School Plan Review and Inspection Authority to a Local Unit of Government Enforcing Agency application.	
<b>Prepared by:</b> Jeffery B. Lawson	<b>Department:</b> Administrative

**Request for Annual Delegation of School Plan Review and Inspection Authority to a Local Unit of Government Enforcing Agency**  
 Michigan Department of Licensing and Regulatory Affairs  
 Bureau of Construction Codes  
 P.O. Box 30254, Lansing, MI 48909  
 Phone: 517-241-9302 / E-Mail: [bccoas@michigan.gov](mailto:bccoas@michigan.gov)  
[www.michigan.gov/bcc](http://www.michigan.gov/bcc)

Authority: 1937 PA 306 Penalty: Failure to provide information may result in the denial of your request.	LARA is an equal opportunity employer/program. Auxiliary aids, services and other reasonable accommodations are available upon request to individuals with disabilities.
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<b>SCHOOL DISTRICT</b>				
NAME OF SCHOOL DISTRICT <i>Chesbogan Area Schools</i>				COUNTY <i>Chesbogan</i>
ADDRESS <i>7461 N. STAZETS Hwy, P.O. Box 100</i>				
CITY <i>Chesbogan</i>	STATE <b>MI</b>	ZIP CODE <i>49721</i>	TELEPHONE NUMBER (Include Area Code) <i>231-627-4436</i>	FAX NUMBER (Include Area Code) <i>231-627-9105</i>
PRIMARY CONTACT PERSON <i>Troy Bechl</i>		TITLE <i>Superintendent</i>	E-MAIL ADDRESS	

Each local government enforcing agency in which facilities of the school district are located must complete this application attesting to the agreement with the information contained in this application. (Attach additional sheets if necessary)

<b>LOCAL UNIT OF GOVERNMENT / CODE ENFORCING AGENCY</b>				
NAME OF LOCAL UNIT OF GOVERNMENT				COUNTY
ADDRESS				
CITY	STATE <b>MI</b>	ZIP CODE	TELEPHONE NUMBER (Include Area Code)	FAX NUMBER (Include Area Code)
PRIMARY CONTACT PERSON		TITLE	E-MAIL ADDRESS	

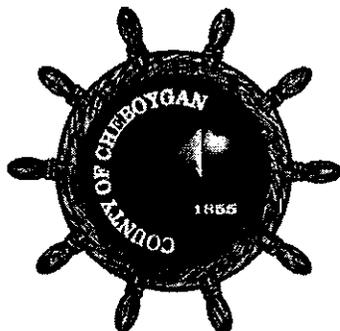
By checking the boxes below you are certifying the following:

- The governmental subdivision and the enforcing agency are qualified by experience or training to administer and enforce this act and the code and all related acts and rules
- Pursuant to MCL 338.851(b)(5) this form is to certify that full-time code officials, inspectors and plan reviewers registered under the building officials and inspectors registration act, 1986 PA 54, MCL 338.2301 to 338.2313, will conduct plan reviews and inspections of school buildings.
- Agency personnel are provided as necessary
- Administrative services are provided
- Timely field inspection services will be provided
- Plan review services are provided

**Certification by School District and Local Government Enforcing Agency** - In the sections below, provide the signature of the school board and the local government authorized to enforce construction codes in which school facilities are located. **Note:** A local government not authorized to enforce the state construction codes does not qualify for delegation of school plan review and inspection authority.

<b>SIGNATURE AND CERTIFICATION OF SCHOOL BOARD PRESIDENT</b>	
I hereby certify the information contained in this application is accurate and that I am duly authorized to sign on behalf of the parties listed in this application. I further certify adherence to all applicable laws and rules under the delegation of authority.	
NAME OF SCHOOL BOARD OFFICIAL (Please Print) <i>ROGER CRANK</i>	NAME OF LOCAL SCHOOL DISTRICT <i>CHESBOGAN AREA SCHOOLS</i>
SIGNATURE OF SCHOOL BOARD OFFICIAL <i>[Signature]</i>	DATE <i>4.10.17</i>

<b>SIGNATURE AND CERTIFICATION OF LOCAL UNIT OF GOVERNMENT</b>	
I hereby certify the information contained in this application is accurate and that I am duly authorized to sign on behalf of the parties listed in this application. I further certify adherence to all applicable laws and rules under the delegation of authority.	
NAME AND TITLE OF LOCAL UNIT OF GOVERNMENT OFFICIAL (Please Print)	NAME OF LOCAL UNIT OF GOVERNMENT (enforcing agency)
SIGNATURE OF LOCAL UNIT OF GOVERNMENT OFFICIAL	DATE



# Cheboygan County Board of Commissioners' Meeting

May 9, 2017

**Title:** MDOT Project Authorization 2017-0032/P1/R1 5311 FY 2017 Operating funds

**Summary:** This is the contract that supplies us our Federal operating funds to operate SRR. We will receive 18.5 percent of our allowable expenses from this contract. This authorization will award us the remainder of our Federal funds for the 2017 State financial year. As earlier we received a partial payment through contract 2017-0032/P1 until the Federal Government had a chance to act on the full Transit bill. This is a standard boiler plate Federal Operating agreement for Transit operations and it has been reviewed by our Attorney several times in the past.

**Financial Impact:** Earlier in the year we received \$ 45,028 and with this revision 1 we will receive an additional \$ 90,057 bringing our 2017 total of Federal Funds up to \$ 135,085 based on the 18.5 percent of our total Operating budget for expenses.

**Recommendation:** Motion to accept MDOT Project authorization 2017-0032/P1/R1 and authorize Chairperson to sign

**Prepared by:** Michael Couture

**Department:** Straits Regional Ride

Unsigned Copy  
For Your Files

Date: March 21, 2017  
Agreement No.: 2017-0032  
Authorization No.: P1/R1  
Project No.: 131695  
Agenda: MA

**REVISED PROJECT AUTHORIZATION  
CHEBOYGAN COUNTY BOARD OF COMMISSIONERS  
FY 2017 SECTION 5311 OPERATING  
FORMULA GRANTS FOR  
RURAL AREAS PROGRAM**

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

Authorization Effective Date: October 1, 2016  
Authorization Expiration Date: September 30, 2017  
Fiscal Year Effective Contract Clauses: 2017

The Federal grants associated with the PROJECT AUTHORIZATION are Temporary No. 1207-2016-1/Permanent Nos. MI-2016-003-01 and MI-2016-003-02.  
Award Year: 2017 Federal Item Number: WK0057

The Catalog of Federal Domestic Assistance Number for the Federal Transit Administration Formula Grants for Rural Areas Program is 20.509.

Funding reflects the amount of funds currently available under the Federal appropriation. If additional funds become available, a grant amendment and PROJECT AUTHORIZATION will be prepared.

Payments to the AGENCY under this PROJECT AUTHORIZATION will be based on 18.5% of the estimated eligible costs. The maximum amount to be paid will not exceed 18.5% of the AGENCY's audited costs. If Section 5311 operating assistance funds are insufficient to reimburse at 18.5% of audited costs, a new reimbursement percentage will be calculated for all participating agencies.

In accordance with Section 7 of the Master Agreement, the dollar amount for third party contracts as identified in COMMISSION policy is \$25,000. All agencies who are not self-certified must submit third party contracts over \$25,000 to MDOT for approval. Please refer to Section 7 of the Master Agreement for competitive bidding requirements.

The AGENCY will be financially and legally responsible for the terms and conditions of the Special Section 5333(b) labor warranty as agreed to in your annual application. The Special Section 5333(b) warranty can be found at: <https://www.dol.gov/olms/regs/compliance/compltransit.htm>.

The AGENCY agrees to prepare and submit to MDOT quarterly operating assistance reports via the Public Transportation Management System (PTMS). Instructions on preparing the report are available in the "Local Public Transit Revenue and Expense Manual" (October 1, 2016, through September 30, 2017). The manual is available on the web at [www.michigan.gov/mdotptd](http://www.michigan.gov/mdotptd) by locating the resources box on the home page and opening the item listed "Audit/Accounting Information."

**The purpose of Revision 1 is to increase operating assistance funds by \$90,057**

**Funding source:**  
2017/7509 \$135,085 (F)

PRF Nos.: 2016-728  
2017-149

**CHEBOYGAN COUNTY BOARD OF COMMISSIONERS**

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Print Name and Title

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Print Name and Title

**MICHIGAN DEPARTMENT OF TRANSPORTATION**

\_\_\_\_\_  
Title: Department Director

CHEBOYGAN COUNTY ROAD

COMMISSION

# Annual Report

## 2016

**Cheboygan County Road Commission**

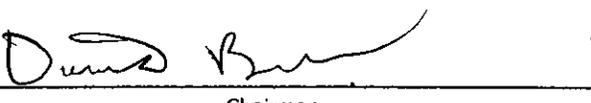
5302 South Straits Highway  
Indian River, Michigan 49749

2016  
FISCAL YEAR  
ANNUAL FINANCIAL REPORT  
BOARD OF COUNTY ROAD COMMISSIONERS  
Cheboygan County  
Michigan  
Year Ended 2016

The financial report accurately reflects the Revenues and Expenditures of all road work and funds by systems, and conforms with the requirements of Act 51, Public Acts of 1951, as amended

ATTEST

  
\_\_\_\_\_  
Chief Financial Officer

  
\_\_\_\_\_  
Chairman

4/20/17  
\_\_\_\_\_  
Date

Year Ended - 2016

Start: 01/01/2016 End: 12/31/2016

**BALANCE SHEET****Assets****General Operating Fund**

1. Cash	<u>\$1,684,172.00</u>
2. Investments	<u>0.00</u>
3. Accounts Receivable :	
a. Michigan Transportation Fund	<u>680,301.85</u>
b. State Trunkline Maintenance	<u>592,523.00</u>
c. State Transportation Department - Other	<u>0.00</u>
d. Due on County Road Agreement	<u>122.00</u>
e. Due on Special Assesment	<u>0.00</u>
f. Sundry Accounts Receivable	<u>1,213,588.00</u>

**Inventories/Pre-Paid Insurance/Other**

4. Deferred Expense State Aid	<u>0.00</u>
5. Road Materials	<u>545,088.00</u>
6. Equipment Materials and Parts	<u>426,429.00</u>
7. Prepaid Insurance	<u>192,904.00</u>
8. Deferred Expense - Federal Aid	<u>0.00</u>

**Other**22,025.00**10. TOTAL ASSETS**\$5,357,152.85

Year Ended - 2016

Start: 01/01/2016 End: 12/31/2016

Liabilities and Fund Balances

Liabilities

11. Accounts Payable	<u>\$104,148.00</u>
12. Notes Payable ( Short Term)	<u>0.00</u>
13. Accrued Liability	<u>125,215.00</u>
14. Advances	<u>115,678.00</u>
15. Deferred Revenue - Special Assessment District	<u>0.00</u>
16. Deferred Revenue - EDF Forest Rd.(E)	<u>0.00</u>
17. Deferred Revenue	<u>0.00</u>
18. Other	<u>1,184,120.00</u>

Fund Balances

19. Primary Road Fund	<u>923,161.35</u>
20. Local Road Fund	<u>477,173.87</u>
21. County Road Commission Fund	<u>2,427,656.63</u>
<b>22. Total Fund Balances</b>	<u><b>3,827,991.85</b></u>

**23. TOTAL LIABILITIES AND FUND BALANCES** **\$5,357,152.85**

Year Ended - 2016

Start: 01/01/2016 End: 12/31/2016

**CAPITAL ASSETS ACCOUNT GROUP**

<u>Assets</u>	(A)	(B)	
24. Land		\$179,255.00	
25. Land Improvements	\$0.00		
25 a.Less: Accumulated Depreciation	0.00	0.00	
26. Depletable Assets	26,966.00		
26 a.Less: Accumulated Depreciation	(15,332.00)	11,634.00	
27. Buildings	4,100,019.00		
27 a.Less: Accumulated Depreciation	(2,610,891.00)	1,489,128.00	
28. Equipment - Road	8,132,880.00		
28 a.Less: Accumulated Depreciation	(7,413,406.00)	719,474.00	
29. Equipment - Shop	251,623.00		
29 a.Less: Accumulated Depreciation	(243,098.00)	8,525.00	
30. Equipment - Engineers	60,004.00		
30 a.Less: Accumulated Depreciation	(59,658.00)	346.00	
31. Equipment - Yard and Storage	291,958.00		
31 a.Less: Accumulated Depreciation	(259,801.00)	32,157.00	
32. Equipment and Furniture - Office	65,478.00		
32 a.Less: Accumulated Depreciation	(60,557.00)	4,921.00	
33. Infrastructure	40,360,764.00		
33 a.Less: Accumulated Depreciation	(13,877,437.00)	26,483,327.00	
34. Vehicles	0.00		
34 a.Less: Accumulated Depreciation	0.00	0.00	
35. Construction Work in Progress		0.00	
	<b>36. Total Assets</b>		<b>\$28,928,767.00</b>
<u>Equities</u>			
37. Plant and Equipment Equity			
	37 a.Primary	0.00	
	37 b.Local	0.00	
	37 c.Co. Road Comm.	2,445,440.00	
	37 d.Infrastructure	26,483,327.00	
	<b>38. Total Equities</b>		<b>\$28,928,767.00</b>
<u>Long Term Debt</u>			
39. Bonds Payable (Act 51)		1,985,000.00	
40. Notes Payable (Act 143)		0.00	
41. Vested Vacation and Sick Leave Payable		222,518.00	
42. Installment/Lease Purchase Payable		0.00	
43. Other		0.00	
	<b>44. Total Liabilities</b>		<b>\$2,207,518.00</b>
<u>Fiduciary Fund</u>			
45. Deferred Compensation (Pension) Plan			<b>\$0.00</b>

Year Ended - 2016

Start: 01/01/2016 End: 12/31/2016

## STATEMENT OF REVENUES

	Primary Road Fund (P)	Local Road Fund (L)	Co. Road Comm. Fund (C)	Total (T)
<b>Taxes</b>				
46. County Wide Millage	\$1,175,861.00	\$0.00	\$0.00	\$1,175,861.00
47. Other	0.00	0.00	0.00	0.00
48. Total Taxes	1,175,861.00	0.00	0.00	1,175,861.00
<b>Licenses and Permits</b>				
49. Specify	0.00	900.00	34,220.00	35,120.00
<b>Federal Sources</b>				
50. Surface Tran. Program (STP)	736,108.00	0.00	0.00	736,108.00
51. C Funds - Federal	0.00	0.00	0.00	0.00
52. D Funds - Federal	0.00	0.00	0.00	0.00
53. Bridge	0.00	0.00	0.00	0.00
54. High Priority	0.00	0.00	0.00	0.00
55. Other	0.00	4,000.00	3,057.00	7,057.00
56. Total Federal Sources	736,108.00	4,000.00	3,057.00	743,165.00
<b>STATE SOURCES</b>				
<b>Michigan Transportation Fund</b>				
57. Engineering	5,260.13	4,739.87		10,000.00
58. Snow Removal	75,568.00	68,098.00		143,666.00
59. Urban Road	0.00	0.00		0.00
60. Allocation	2,032,392.00	1,831,378.00		3,863,770.00
61. Total MTF	2,113,220.13	1,904,215.87		4,017,436.00
<b>Other</b>				
62. Local Bridge	0.00	0.00		0.00
63. Other	155,675.00	140,285.00	6,267.00	302,227.00
64. Total Other	155,675.00	140,285.00	6,267.00	302,227.00
<b>Economic Development Fund</b>				
65. Target Industries (A)	0.00	0.00		0.00
66. Urban Congestion (C)	0.00	0.00		0.00
67. Rural Primary (D)	186,189.00	0.00		186,189.00
68. Forest Road (E)	119,634.00	0.00		119,634.00
69. Urban Area (F)	0.00	0.00		0.00
70. Other	0.00	0.00		0.00
71. Total EDF	305,823.00	0.00		305,823.00
<b>72. Total State Sources</b>	<b>\$2,574,718.13</b>	<b>\$2,044,500.87</b>	<b>\$6,267.00</b>	<b>\$4,625,486.00</b>

Year Ended - 2016

Start: 01/01/2016 End: 12/31/2016

## STATEMENT OF REVENUES

	Primary Road Fund (P)	Local Road Fund (L)	Co. Road Comm. Fund (C)	Total (T)
<b>Contributions From Local Units</b>				
73. City and Village	\$11,001.00	\$0.00	\$0.00	\$11,001.00
74. Township Contr.	115,000.00	661,924.00	0.00	776,924.00
75. Other	0.00	0.00	0.00	0.00
76. Total Contributions	126,001.00	661,924.00	0.00	787,925.00
<b>Charges for Service</b>				
77. Trunkline Maintenance	0.00		1,747,587.00	1,747,587.00
78. Trunkline Non-maintenance	0.00		584,698.00	584,698.00
79. Salvage Sales	0.00	0.00	2,850.00	2,850.00
80. Other	0.00	0.00	0.00	0.00
81. Total Charges	0.00	0.00	2,335,135.00	2,335,135.00
<b>Interest and Rents</b>				
82. Interest Earned	0.00	0.00	2,517.00	2,517.00
83. Property Rentals	0.00	0.00	0.00	0.00
84. Total Interest/Rents	0.00	0.00	2,517.00	2,517.00
<b>Other</b>				
85. Special Assessments	0.00	0.00	0.00	0.00
86. Land and Bldg. Sales	0.00	0.00	0.00	0.00
87. Sundry Refunds	0.00	0.00	89.00	89.00
88. Gain (Loss) Equip. Disp.	0.00	0.00	14,096.00	14,096.00
89. Contributions from Private Sources	0.00	0.00	0.00	0.00
90. Other	7,769.00	123.00	6,642.00	14,534.00
91. Total Other	7,769.00	123.00	20,827.00	28,719.00
<b>Other Financing Sources</b>				
92. County Appropriation	0.00	0.00	0.00	0.00
93. Bond Proceeds	0.00	0.00	0.00	0.00
94. Note Proceeds	0.00	0.00	0.00	0.00
95. Inst. Purch./Leases	0.00	0.00	0.00	0.00
96. Total Other Fin. Sources	0.00	0.00	0.00	0.00
<b>97. TOTAL REVENUE AND OTHER FINANCING SOURCES</b>	<b>\$4,620,457.13</b>	<b>\$2,711,447.87</b>	<b>\$2,402,023.00</b>	<b>\$9,733,928.00</b>

Year Ended - 2016

Start: 01/01/2016 End: 12/31/2016

**STATEMENT OF EXPENDITURES**

	Primary Road Fund (P)	Local Road Fund (L)	Co. Road Comm. Fund (C)	Total (T)
<b><u>Construction/Capacity Improvement</u></b>				
98. Roads	\$0.00	\$0.00		\$0.00
99. Structures	0.00	0.00		0.00
100. Roadside Parks	0.00	0.00		0.00
101. Special Assessments	0.00	0.00		0.00
102. Other	0.00	0.00		0.00
103. Total Construction/Cap. Imp.	0.00	0.00		0.00
<b><u>Preservation - Structural Improvements</u></b>				
104. Roads	2,321,264.00	517,081.00		2,838,345.00
105. Structures	0.00	0.00		0.00
106. Safety Projects	465.00	768.00		1,233.00
107. Roadside Parks	0.00	0.00		0.00
108. Special Assessments	0.00	0.00		0.00
109. Other	90.00	2,973.00		3,063.00
110. Total Preservation - Struct. Imp.	2,321,819.00	520,822.00		2,842,641.00
<b><u>Maintenance</u></b>				
111. Roads	889,494.00	1,444,507.00		2,334,001.00
112. Structures	0.00	0.00		0.00
113. Roadside Parks	0.00	0.00		0.00
114. Winter Maintenance	653,910.00	691,876.00		1,345,786.00
115. Traffic Control	36,936.00	34,651.00		71,587.00
116. Total Maintenance	1,580,340.00	2,171,034.00		3,751,374.00
117. Total Construction, Preservation And Maintenance	3,902,159.00	2,691,856.00		6,594,015.00
<b><u>Other</u></b>				
118. Trunkline Maintenance	0.00		1,522,922.00	1,522,922.00
119. Trunkline Non-maintenance	0.00		584,698.00	584,698.00
120. Administrative Expense	211,609.09	145,975.91		357,585.00
121. Equipment - Net	53,677.65	95,701.41	63,192.94	212,572.00
122. Capital Outlay - Net	0.00	0.00	(312,549.00)	(312,549.00)
123. Debt Principal Payment	0.00	0.00	261,500.00	261,500.00
124. Interest Expense	0.00	0.00	60,782.00	60,782.00
125. Drain Assessment	0.00	0.00	0.00	0.00
126. Other	0.00	0.00	0.00	0.00
127. Total Other	265,286.74	241,677.32	2,180,545.94	2,687,510.00
<b>128. Total Expenditures</b>	<b>\$4,167,445.74</b>	<b>\$2,933,533.32</b>	<b>\$2,180,545.94</b>	<b>\$9,281,525.00</b>

Year Ended - 2016

Start: 01/01/2016 End: 12/31/2016

## STATEMENT OF CHANGES IN FUND BALANCES

	Primary Road Fund (P)	Local Road Fund (L)	Co. Road Comm. Fund (C)	Total (T)
129. Total Revenues And Other Financing Sources	\$4,620,457.13	\$2,711,447.87	\$2,402,023.00	\$9,733,928.00
130. Total Expenditures	4,167,445.74	2,933,533.32	2,180,545.94	9,281,525.00
131. Excess of Revenues Over (Under) Expenditures	453,011.39	(222,085.45)	221,477.06	452,403.00
132. Optional Transfers				
132 a. Primary to Local (50%)	(223,000.00)	223,000.00		0.00
132 b. Local to Primary (15%)	0.00	0.00		0.00
133. Emergency Transfers (Local to Primary)	0.00	0.00		0.00
134. Total Optional Transfers	(223,000.00)	223,000.00		0.00
135. Excess of Revenues and Other Sources Over (Under) Expenditures and Other Uses	230,011.39	914.55	221,477.06	452,403.00
136. Beginning Fund	693,149.96	476,259.32	2,206,174.90	3,375,584.18
137. Adjustment	0.00	0.00	4.67	4.67
138. Beginning Fund Balance Restated	693,149.96	476,259.32	2,206,179.57	3,375,588.85
139. Interfund Transfer(County to Primary and/or Local)	0.00	0.00	0.00	0.00
140. Ending Fund Balance	\$923,161.35	\$477,173.87	\$2,427,656.63	\$3,827,991.85

Year Ended - 2016

Start: 01/01/2016 End: 12/31/2016

**EQUIPMENT EXPENSE**

Direct Equipment Expense

141. Labor and Fringe Benefits	\$586,576.00	
142. Depreciation	<u>307,352.00</u>	
143. Other	<u>557,545.00</u>	
<b>144. Total Direct</b>		<u>1,451,473.00</u>

145. Indirect Equipment Expense		<u>743,962.00</u>
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Operating Equipment Expense

146. Labor and Fringe Benefits	0.00	
147. Operating Expenses	<u>274,554.00</u>	
<b>148. Total Operating</b>		<u>\$274,554.00</u>

**149. TOTAL EQUIPMENT EXPENSE** \$2,469,989.00

**Equipment Rental Credits:**

	<u>Primary</u>	<u>Local</u>	<u>County</u>	<u>Total</u>
150. Construction/Capacity Improvement	0.00	0.00		0.00
151. Preservation - Structural Improvement	23,295.00	6,874.00		30,169.00
152. Maintenance	546,737.00	1,009,431.00		1,556,168.00
153. Inventory Operations	0.00	0.00	16,829.00	16,829.00
154. MDOT	0.00		593,894.00	593,894.00
155. Other Reimbursable Charges	0.00	0.00	0.00	0.00
156. All Other Charges	0.00	0.00	60,357.00	60,357.00
157. Total Equipment Rental Credits	<u>570,032.00</u>	<u>1,016,305.00</u>	<u>671,080.00</u>	<u>2,257,417.00</u>
	(A)	(B)	(C)	(D)
158. (Gain) or Loss on Usage of Equipment				<u>212,572.00</u>

**PRORATION OF EQUIPMENT USAGE GAIN OR LOSS**

(Net Equipment Expense)

159. Equipment Rental Credits	<u>\$570,032.00</u>	<u>1,016,305.00</u>	<u>\$671,080.00</u>	<u>\$2,257,417.00</u>
	(A)	(B)	(C)	(D)
160. Percent of Total	25.25 %	45.02 %	29.73 %	100.00 %
161. Prorated Total Equipment Expense	<u>623,709.65</u>	<u>1,112,006.41</u>	<u>734,272.94</u>	<u>2,469,989.00</u>
162. Prorated Gain/Loss On Usage (Net Equipment Expense)	<u>53,677.65</u>	<u>95,701.41</u>	<u>63,192.94</u>	<u>212,572.00</u>

Year Ended - 2016

Start: 01/01/2016 End: 12/31/2016

**DISTRIBUTIVE EXPENSE - FRINGE BENEFITS**

	Total Labor Charge	Distributive Calc.
163. Primary Construction/Cap. Imp.	\$0.00	\$0.00
164. Primary Preservation - Struct. Imp.	19,961.00	0.00
165. Primary Maintenance	223,531.00	0.00
166. Local Construction/Cap. Imp.	0.00	0.00
167. Local Preservation - Struct. Imp.	3,232.00	0.00
168. Local Maintenance	321,522.00	0.00
169. Inventory	3,014.00	0.00
170. Equipment Expense - Direct	224,413.00	0.00
171. Equipment Expense - Indirect	96,814.00	0.00
172. Equipment Expense - Operating	0.00	0.00
173. Administration	202,091.00	0.00
174. State Trunkline Maintenance	407,452.00	
175. Sundry Account Rec.	0.00	
176. Capital Outlay	1,158.00	0.00
177. Other	0.00	0.00
<b>178. Total Payroll</b>	<b>\$1,503,188.00</b>	
179. Less Applicable Payroll	0.00	
<b>180. Total Applicable Labor Cost</b>	<b>\$1,503,188.00</b>	Total Distributive <b>\$0.00</b>

	709-714 Vacation Holiday Sick Leave Longevity	719 Workers Comp. Insurance	715 - 718 Soc. Sec. Retirement	716 Health Insurance	717 Life and Disability Insurance	720 - 725 Other	Distributive Total Calc.
181. Total Fringe Benefits	\$221,687.00	\$41,305.00	\$1,025,574.00	\$1,127,291.00	\$15,273.00	\$20,577.00	\$2,451,707.00
182. Less: Benefits Recovered	(61,280.00)	(11,418.00)	(283,496.00)	(311,613.00)	(4,222.00)	(5,688.00)	(677,717.00)
183. Less: Refunds	0.00	(4,924.00)	0.00	(45,318.00)	(1,983.00)	0.00	(52,225.00)
184. Benefits to be Distributed	160,407.00	24,963.00	742,078.00	770,360.00	9,068.00	14,889.00	1,721,765.00
185. Applicable Labor Cost	889,473.00	1,091,564.00	1,091,564.00	1,091,564.00	1,091,564.00	889,473.00	
186. Factor	0.180339	0.022869	0.679830	0.705740	0.008307	0.016739	1.613824

Year Ended - 2016

Start: 01/01/2016 End: 12/31/2016

**DISTRIBUTIVE EXPENSE - OVERHEAD**  
**Account No. 705 - 957**

	<b>Cost of Operations</b>	<b>Distributed Total</b>
187. Primary Construction/Cap. Imp.	\$0.00	\$0.00
188. Primary Preservation - Struct Imp.	2,298,276.00	23,543.00
189. Primary Maintenance	1,564,316.00	16,024.00
190. Local Construction/Cap. Imp.	0.00	0.00
191. Local Preservation - Struct. Imp.	515,541.00	5,280.00
192. Local Maintenance	2,149,021.00	22,014.00
193. Other	0.00	0.00
<b>194. TOTAL</b>	<b>\$6,527,154.00</b>	<b>\$66,861.00</b>

	<b>790 Small Road Tools</b>	<b>791 Inventory Adjustment</b>	<b>882 Liability</b>	<b>716 Health Insurance</b>	<b>Other</b>	<b>Total</b>
195. Expenses Distributed	2,054.00	(10,724.00)	29,350.00	0.00	46,181.00	\$66,861.00
196. Applicable Operation Cost	6,527,154.00	6,527,154.00	6,527,154.00	6,527,154.00	6,527,154.00	
197. Factor	0.000315	(0.001643)	0.004497	0.000000	0.007075	\$0.010244

Year Ended - 2016

Start: 01/01/2016 End: 12/31/2016

**ANALYSIS OF CONSTRUCTION AND MAINTENANCE**

Optional for noncontract counties

	Performed by County		Performed by Contractor		Totals	
	<u>Primary</u>	<u>Local</u>	<u>Primary</u>	<u>Local</u>	<u>Primary</u>	<u>Local</u>
198. Constr/Cap. Imp.	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
199. Preser - Struct. Imp.	144,961.00	17,532.00	2,176,858.00	503,290.00	2,321,819.00	520,822.00
200. Special Assessment	0.00	0.00	0.00	0.00	0.00	0.00
201. Maintenance	1,506,353.00	2,154,800.00	73,987.00	16,234.00	1,580,340.00	2,171,034.00
<b>202. Total</b>	<b>\$1,651,314.00</b>	<b>\$2,172,332.00</b>	<b>\$2,250,845.00</b>	<b>\$519,524.00</b>	<b>\$3,902,159.00</b>	<b>\$2,691,856.00</b>

Year Ended - 2016

Start: 01/01/2016 End: 12/31/2016

**ANALYSIS OF ACCOUNTS RECEIVABLE**

Optional for noncontract counties

	<b>Trunkline Maintenance</b>	<b>MDOT Other</b>
203. Labor	\$407,452.00	\$0.00
204. Fringe Benefits	671,073.00	0.00
205. Equipment Rental	593,894.00	0.00
206. Materials	20,128.00	0.00
207. Handling Charges	0.00	0.00
208. Overhead	198,052.00	0.00
209. Other	441,686.00	0.00
<b>210. Total Charges for Current Yea</b>	<b>\$2,332,285.00</b>	<b>\$0.00</b>
211. Beginning Balance	445,994.00	445,869.00
212. Sub-Total	2,778,279.00	445,869.00
213. Less Credits	(2,185,756.00)	(445,869.00)
<b>214. Ending Balance</b>	<b>\$592,523.00</b>	<b>\$0.00</b>

Year Ended - 2016

Start: 01/01/2016 End: 12/31/2016

**SCHEDULE OF CAPITAL OUTLAY**

215. Land and Improvements (971 - 974)	\$0.00
216. Buildings (975)	0.00
217. Equipment Road (976, 981)	153,214.00
218. Equipment Shop (977)	2,990.00
219. Equipment Engineers (978)	399.00
220. Yard and Storage Equipment (979)	0.00
221. Equipment Office (980)	795.00
222. Depletable Assets (987)	0.00
223. Total Capital Outlay:	<u>\$157,398.00</u>

	<u>Primary</u>	<u>Local</u>	<u>County</u>	<u>Total</u>
224. Total Capital Outlay:	0.00	0.00	157,398.00	157,398.00
225. Less: Equipment Retirements 689	0.00	0.00	(162.00)	(162.00)
226. Sub-total	0.00	0.00	157,236.00	157,236.00
227. Less: Depreciation and Depletion 968	0.00	0.00	(469,785.00)	(469,785.00)
228. Net Capital Outlay Expenditure	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$(312,549.00)</u>	<u>\$(312,549.00)</u>

**DISTRIBUTION OF GAIN OR LOSS ON DISPOSAL OF ASSETS**

	<u>Primary</u>	<u>Local</u>	<u>County</u>	<u>Total</u>
229. Beginning Capital Asset Balance				
Prior Year's Report (Pg. 2)	0.00	0.00	2,780,272.00	2,780,272.00
230. Percentage of Total	0.00 %	0.00 %	100.00 %	100.00 %
231. Gain or (loss) on disposal of assets 693	<u>0.00</u>	<u>0.00</u>	<u>14,096.00</u>	<u>14,096.00</u>

Year Ended - 2016

Start: 01/01/2016 End: 12/31/2016

**MAINTENANCE EXPENDITURES - 90% OF MTF RETURNS**

(For Compliance with Section 12(16) of Act 51)

	<b>Primary Road Fund</b>	<b>Local Road Fund</b>	<b>Total</b>
232. Michigan Transportation Fund (MTF) Returns			<u>\$4,017,436.00</u>
<b>DEDUCTIONS</b>			
233. Administrative Expense (from Page 5 Expenditures)			<u>357,585.00</u>
234. Total Capital Outlay (from Capital Outlay)			<u>157,398.00</u>
235. Debt Principal Payment (from Page 5 Expenditures)			<u>261,500.00</u>
236. Interest Expense (from Page 5 Expenditures)			<u>60,782.00</u>
236 a. Total Deductions			<u>837,265.00</u>
236 b. Adjusted MTF Returns			<u>3,180,171.00</u>
237. Preser - Struct Imp (from Page 5 Expenditures)	<u>\$2,321,819.00</u>	<u>\$520,822.00</u>	<u>2,842,641.00</u>
238. Routine Maintenance (from Page 5 Expenditures)	<u>1,580,340.00</u>	<u>2,171,034.00</u>	<u>3,751,374.00</u>
239. Less Federal Aid for Preser - Struct Imp	<u>(736,108.00)</u>	<u>(4,000.00)</u>	<u>(740,108.00)</u>
240. TOTAL RD EXPENSE (Excluding Fed Aid)	<u>3,166,051.00</u>	<u>2,687,856.00</u>	<u>5,853,907.00</u>
241. 90% of Adjusted MTF Returns			<u>2,862,153.90</u>

Year Ended - 2016

Start: 01/01/2016 End: 12/31/2016

**TEN YEARS OF QUALIFIED EXPENDITURES  
FOR NON MOTORIZED IMPROVEMENTS**  
(for Compliance with Section 10K of Act 51)

Fiscal Year	<u>2007</u>	<u>2008</u>	<u>2009</u>	<u>2010</u>	<u>2011</u>
Expenditures (\$)	<u>2,157,014.00</u>	<u>0.00</u>	<u>0.00</u>	<u>139,224.15</u>	<u>742,139.00</u>
Fiscal Year	<u>2012</u>	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>
Expenditures (\$)	<u>545,045.00</u>	<u>885,419.00</u>	<u>715,935.00</u>	<u>0.00</u>	<u>320,741.00</u>
				<b>242. TOTAL</b>	<u>\$5,505,517.15</u>

Total must equal or exceed 1% of your Fiscal Year MTF returns multiplied by 10

$$\underline{4,017,436.00} \times .10 = \underline{401,743.60}$$

Year Ended - 2016

Start: 01/01/2016 End: 12/31/2016

**INDIRECT EQUIPMENT AND STORAGE EXPENSE**  
**Activity 511**

<b>Account Number</b>	<b>Account Name</b>	<b>Amount Recorded</b>
707	Wages - Shop and Garage	\$96,814.00
712-724	Fringe Benefits - Shop Employees	156,241.00
721	Drug Testing	3,077.00
728	Office Supplies - Shop	0.00
731	Janitor Supplies - Shop	63.00
733	Welding Supplies	10,407.00
734	Safety Supplies - Shop	0.00
736	Tire Shop Supplies	0.00
737	Shop Supplies	70,534.00
791	Equipment Material/Parts Inventory Adjustment	2,103.00
801	Contractual Services - Shop	0.00
805	Health Services	0.00
806	Laundry Services	0.00
807	Data Processing - Shop	0.00
810	Education Expense - Shop	0.00
850-859	Communications - Shop	5,440.00
861	Travel and Mileage - Shop Employees	2,851.00
862	Freight Costs	0.00
875	Insurance - Shop Buildings	0.00
876	Insurance - Boiler and Machine	0.00
878	Insurance - Fleet	76,731.00
883	Insurance - Underground Tank	8,849.00
921-923	Utilities - Shop and Storage Buildings	51,904.00
931	Buildings Repairs and Maintenance	0.00
932	Yard and Storage Repairs and Maintenance	57,178.00
933	Shop Equipment Repairs and Maintenance	4,332.00
934	Office Equipment Repairs and Maintenance	0.00
941	Equipment Rental - Shop Pickup/Wrecker	36,419.00
944-947	Underground Storage Tank Expense	100.00
956	Safety Expense - Shop	3,481.00
968	Depreciation - Shop Building	139,917.00
968	Depreciation - Storage Building	0.00
968	Depreciation - Shop Equipment	13,005.00
968	Depreciation - Stockroom Expense	0.00
707	Other:	4,516.00
	<b>243. TOTAL</b>	<b>\$743,962.00</b>

Year Ended - 2016

Start: 01/01/2016 End: 12/31/2016

**ADMINISTRATIVE EXPENSE SCHEDULE AND ALLOCATION**

(for Compliance with Section 14(4) of Act 51)

<b>Account Number</b>	<b>Account Name</b>	<b>Amount Recorded</b>
703-708	Salaries and Wages	\$202,989.00
709-714	Administrative Leave	0.00
724	Fringe Benefits	286,312.00
727	Postage	1,718.00
728	Office Supplies	6,519.00
730	Dues and Subscriptions	9,678.00
801	Contractual Services	0.00
803	Legal Services	6,637.00
804	Auditing and Accounting Services	9,500.00
807	Data Processing	8,551.00
810	Education	0.00
850-853	Communications	561.00
861	Travel and Mileage	7,028.00
862	Freight	0.00
873	Public Relations	0.00
874	Advertising	1,611.00
875	Insurance - Building and Contents	1,061.00
876	Insurance - Boiler and Machinery	0.00
877	Insurance - Bonds	0.00
880	Insurance - Umbrella	0.00
881	Insurance - Errors and Omissions	0.00
882	Insurance - General Liability	2,462.00
920-923	Utilities	5,417.00
931	Building Repair/Maintenance	0.00
934	Office Equipment Repair/Maintenance	295.00
942	Building Rental	0.00
955-956	Miscellaneous	0.00
966-967	Overhead	0.00
968	Depreciation - Buildings	7,747.00
968	Depreciation - Engineering Equipment	53.00
968	Depreciation - Office Equipment and Furniture	1,710.00
	Other:	4,759.00
	<b>244. TOTAL</b>	<b>\$564,608.00</b>
 <b>Less: Credits to Administrative Expense</b>		
646	Handling Charges on Materials Sold	0.00
629	Overhead - State Trunkline Maintenance	(198,052.00)
691	Purchase Discounts	(8,898.00)
	Other:	(73.00)
	<b>Total Credits to Administrative Expense</b>	<b>\$(207,023.00)</b>
	<b>245. Net Administrative Expense</b>	<b>\$357,585.00</b>

Year Ended - 2016

Start: 01/01/2016 End: 12/31/2016

**Forest Road Report**

This information is required by Act 231, P.A. of 1987, as amended.

<u>Road Name</u>	<u>Location</u>	<u>Amount Spent (\$)</u>	<u>Project Type</u>
Levering Road	Cheboygan City Limits to Inverness Trail	119,634.00	Reconstruction
	<b>246. Total</b>	<u>\$119,634.00</u>	

Year Ended - 2016

Start: 01/01/2016 End: 12/31/2016

**CONSTRUCTION / CAPACITY IMPROVEMENTS / STRUCTURAL IMPROVEMENTS  
Summary**

**CONSTRUCTION / CAPACITY IMPROVEMENTS**

	Primary System		Local System	
	*Unit	Expenditures	*Unit	Expenditures
<b>ROADS</b>				
247. New Construction, New Location	0.00 mi.	x \$0.00	0.00 mi.	\$0.00
248. Widening	0.00 mi.	0.00	0.00 mi.	0.00
<b>BRIDGES</b>				
249. New Location	0.00 ea.	0.00	0.00 ea.	0.00
<b>250. TOTAL CONSTRUCTION/CAPACITY IMP</b>		<b>\$0.00</b>		<b>\$0.00</b>

**PRESERVATION - STRUCTURAL IMPROVEMENTS**

	Primary System		Local System	
	*Unit	Expenditures	*Unit	Expenditures
<b>ROADS</b>				
251. Reconstruction	20.08 mi.	x \$2,321,264.00	1.78 mi.	\$277,576.00
252. Resurfacing	0.00 mi.	0.00	0.00 mi.	0.00
253. Gravel Surfacing	0.00 mi.	0.00	2.80 mi.	92,203.00
254. Paving Gravel Roads	0.00 mi.	0.00	2.33 mi.	147,302.00
<b>SAFETY PROJECTS</b>				
255. Intersection Improvements	0.00 ea.	0.00	0.00 ea.	0.00
256. Railroad Crossing Improvements	0.00 ea.	0.00	0.00 ea.	0.00
257. Other	0.00 ea.	465.00	0.00 ea.	768.00
<b>MISCELLANEOUS</b>				
258. Roadside Parks	0.00 ea.	0.00	0.00 ea.	0.00
259. Other	1.00 ea.	90.00	1.00 ea.	2,973.00
260. Subtotals		2,321,819.00		520,822.00
<b>BRIDGES</b>				
261. Replacement	0.00 ea.	0.00	0.00 ea.	0.00
262. Recondition or Repair	0.00 ea.	0.00	0.00 ea.	0.00
263. Replace with Culvert	0.00 ea.	0.00	0.00 ea.	0.00
<b>264. Bridge Subtotals</b>		<b>0.00</b>		<b>0.00</b>
<b>265. TOTAL PRESERVATION - STRUCT IMP</b>		<b>\$2,321,819.00</b>		<b>\$520,822.00</b>

\*All Units are to be reported in the Fiscal Year that the project is opened for use.

Year Ended - 2016

Start: 01/01/2016 End: 12/31/2016

**SCHEDULE OF TOWNSHIP MILEAGE AND POPULATION**

Township	Local Roads			Primary Roads				
	Total Local (mi)	Local Urban (mi)	Funds Received (\$)	Total Primary (mi)	Primary Urban (mi)	Funds Received (\$)	Population Outside Municipalities	Funds Received (\$)
Aloha	26.37	0.00	45,831.06	7.65	0.00	12,140.55	1,041	12,866.76
Beaugrand	25.84	0.00	44,909.92	9.22	0.00	14,632.14	1,157	14,300.52
Benton	83.91	0.00	145,835.59	18.02	0.00	28,597.74	3,080	38,068.80
Burt	37.08	0.00	64,445.04	12.78	0.00	20,281.86	654	8,083.44
Ellis	42.96	0.00	74,664.48	9.14	0.00	14,505.18	519	6,414.84
Forest	58.10	0.00	100,977.80	12.84	0.00	20,377.08	1,080	13,348.80
Grant	61.54	0.00	106,956.52	19.77	0.00	31,374.99	947	11,704.92
Hebron	30.76	0.00	53,460.88	11.44	0.00	18,155.28	303	3,745.08
Inverness	63.38	0.00	110,154.44	15.40	0.00	24,439.80	2,278	28,156.08
Koehler	55.48	0.00	96,424.24	14.97	0.00	23,757.39	1,168	14,436.48
Mackinaw	10.26	0.00	17,831.88	0.00	0.00	0.00	576	7,119.36
Mentor	44.89	0.00	78,018.82	17.39	0.00	27,597.93	781	9,653.16
Mullett	34.33	0.00	59,665.54	12.10	0.00	19,202.70	1,284	15,870.24
Munro	48.75	0.00	84,727.50	12.11	0.00	19,218.57	679	8,392.44
Nunda	75.42	0.00	131,079.96	14.39	0.00	22,836.93	925	11,433.00
Tuscarora	68.68	0.00	119,365.84	10.59	0.00	16,806.33	3,091	38,204.76
Walker	22.66	0.00	39,383.08	6.72	0.00	10,664.64	292	3,609.12
Waverly	57.44	0.00	99,830.72	7.91	0.00	12,553.17	472	5,833.92
Wilnot	57.88	0.00	100,595.44	9.42	0.00	14,949.54	826	10,209.36
<b>266. Totals</b>	<b>905.73</b>	<b>0.00</b>	<b>\$1,574,158.75</b>	<b>221.86</b>	<b>0.00</b>	<b>\$352,091.82</b>	<b>21,153</b>	<b>\$261,451.08</b>

Local Road Rate Per Mile	<u>1738</u>	Primary Road Rate Per Mile	<u>1587</u>
Local Urban Road Rate Per Mile	<u>1517</u>	Primary Urban Road Rate Per Mile	<u>9102</u>
Population Rate Per Capita	<u>12.36</u>		

Year Ended - 2016

Start: 01/01/2016 End: 12/31/2016

**SCHEDULE OF TOWNSHIP EXPENDITURES AND CONTRIBUTIONS**  
**Expenditures**

<b>Township</b>	<b>Construction/ Capacity Improvement (\$)</b>	<b>Preservation - Struct Improvement (\$)</b>	<b>Total (\$)</b>	<b>Township Contributions* (\$)</b>
Aloha	0.00	87,028.00	87,028.00	90,950.00
Beaugrand	0.00	147,158.00	147,158.00	147,843.00
Benton	0.00	145.00	145.00	11.00
Burt	0.00	38,389.00	38,389.00	48,835.00
Ellis	0.00	0.00	0.00	11,211.00
Grant	0.00	0.00	0.00	600.00
Hebron	0.00	2,973.00	2,973.00	24,513.00
Inverness	0.00	0.00	0.00	28,526.00
Koehler	0.00	0.00	0.00	3,921.00
Mentor	0.00	0.00	0.00	2,800.00
Mullett	0.00	3,733.00	3,733.00	113,752.00
Munro	0.00	50,225.00	50,225.00	50,652.00
Nunda	0.00	0.00	0.00	27,740.00
Tuscarora	0.00	190,548.00	190,548.00	220,535.00
Waverly	0.00	623.00	623.00	4,684.00
Wilmot	0.00	0.00	0.00	351.00
<b>267. Totals</b>	<b>\$0.00</b>	<b>\$520,822.00</b>	<b>\$520,822.00</b>	<b>\$776,924.00</b>

\*The Township Contributions Totals and the Funds expended for Construction and Preservation amount may not balance. The Township Contributions list all funds contributed by each township and will balance back to the amount reported on the Statement of Revenues, Line 74, Township Contributions.

The total funds expended are for Construction and Preservation only. They do not contain funds expended for Routine Preventative Maintenance.

Year Ended: 12/31/2016

ASSET MANAGEMENT

Projects Completed During the County Fiscal Year

MDOT Job #	Agency Job ID	Actual Construction Cost	PR Number	PR Version	Beg Mile Point	End Mile Point	Number of Lanes Treated	Pavement Type	Date Open to Traffic
16555-119491	A459.267	\$ 846,368.79	545403		0.130	3.260	2	Asphalt	6/29/2016
16555-124279	A489.270	\$ 198,316.87	543505		0.000	0.424	2	Asphalt	10/3/2016

Northeast Michigan Council of Governments

80 Livingston Blvd Suite U-108 | PO Box 457 | Gaylord, MI 49734 | Voice: 989.705.3730 | Fax: 989.705.3729 | nemcog.org

**Regional Project Review  
 For April, 2017**

**Region 9 Federal Grant Applications**

#	Total	From	Applicant	Project
1	\$375,000	MNRTF	Caledonia Township	<u>Hubbard Lake End Park:</u> To enhance the day use area of this park located on Hubbard Lake, an 8,885 acre lake. This public park is 8.9 acres and has received a 2012 Michigan Waterway Grant to develop the boat launch, and a 2014 Natural Resource Trust Fund Grant to develop the day use area. This application will continue the development of the park, which is a priority for the Township.
2	\$278,300	MNRTF	DNR-Michigan Historical Center	<u>Development of Pigeon River Country Discover Center:</u> The Discover Center’s purpose is to inspire people to spend time in and appreciate “the Big Wild” and to become environmental stewards of the Pigeon River Country. Exhibits will highlight: 1. Forest recreation opportunities: hiking, fishing, hunting, horseback riding, camping; 2. That a century of deliberate conservation decisions turned desolate, burnt-over lumbered land into the lush forest of today; 3. Michigan’s elk herd; 4. The CCC; 5. Contributions of conservationist P.S. Lovejoy and Herman Lynden; 6. The flora and fauna of the PRC; 7. The environmental controversies that led to founding of the Pigeon River Country Association and the Advisory Council; 8. The delicate balance of managing competing interests of different forest users.
3	\$155,400	MNRTF	Alcona Township	<u>Alcona Township Park Expansion:</u> Alcona Township will add a canoe/kayak launch, fishing platform, paved handicap accessible parking, and interpretive signs to its Township Park located at the mouth of the Black River. All improvements will be universally accessible.
4	\$3,750,000	MNRTF	DNR	<u>Storey Lake Property:</u> Acquisition of 2,100 acres of land that provides a critical connection between State Forest land west of I-75 and the Pigeon River Country State Forest. The property includes all of Storey Lake and over a mile of Steward Creek corridor. It contains habitat for multiple wildlife species, specifically elk, black bear and bobcat.
5	\$300,000	MNRTF	DNR	<u>Iron Belle rail – Gaylord Gateway:</u> Construction – restroom building and picnic shelter, parking lot, walkways, bike racks, bike repair station, fencing, picnic tables, benches, signage and landscaping. To provide a trailhead/rest area for Michigan’s Iron Belle trail and the regional multi-use trail system.

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 Cooperation  
 Since  
 1968

6	\$400,000	Land and Water Conservation Fund	DNR	<u>P.H. Hoeft State Park:</u> Electrical System Construction to replace the park's failing campground electrical system.
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**Other Projects for Review**

1	None
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**Public Notice**

1	Curtis Township is in the process of updating its Master Plan. As required by Michigan Planning Enabling Act, Act 33 of 2008, notification is being sent to Alcona County and all adjacent minor civil divisions; and utilities and other entities who have requested notification.
2	City of Gaylord is in the process of submitting to the MEDC an application for Infrastructure Capacity Enhancement (ICE) program. They are requesting fund for two programs <u>1. Southeast Quadrant Infrastructure Project:</u> This project includes the improvements schedule for the 2017 Street Project as well as further improvements on S. Elm, S. Oak, S. Hazel to Fourth St. In addition to these improvements would be those to E. Second St. and E. Third St. This bulk of project would complete most of the work in the Southeast Quadrant of the City. Leaving us with perhaps just one more annual streets project to complete this area of improvements. <u>2. Water and Wastewater Improvements:</u> There are two areas of concentration in these utilities which we also would like to include. The first is the installation two permanent standby generators for the N. Ohio and Dickerson St. well sites. The second would be the replacement of the Channel Monster grinder pump at the Wastewater plant and new furnace for In-Dose Building.

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1968

**CHEBOYGAN COUNTY BOARD OF COMMISSIONERS**  
**Finance/Business Meeting**  
**April 11, 2017**

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

Roll called and a quorum present.

**Present:** Commissioner Chris Brown, Richard Sangster, Michael Newman, Cal Gouine, John Wallace and Robert Bolinger.

**Absent:** Commissioner Matelski (Excused)

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

**Motion** by Commissioner Sangster, seconded by Commissioner Gouine to approve the agenda adding Mud-Run Fundraiser Cheboygan Bowling Team under New Business as 12. (D). Motion carried with 6 yes, 0 no and 1 absent.

**Motion** by Commissioner Wallace, seconded by Commissioner Sangster, to approve the consent agenda as follows:

- A. Approve Monthly Finance Claims (Finance Total = \$0; Prepaid Total = \$680,811.96.)
- B. Budget Adjustments as follows:  
2017 Raise Revenue/Expenditures
  - 1) Fund 101 Total Budget Increase Totaling \$2,944.24
  - 2) Fund 211 Total Budget Increase Totaling \$535
- C. Fairgrounds Usage Agreement – Relay for Life
- D. Straits Regional Ride Controlled Substance & Alcohol Misuse Policy Revision
- E. Correspondence
  1. NEMCOG Regional Review March 2017
  2. NEMCOG Regional Review (A-95)
  3. 2017 Governor’s Award for Innovative Tourism Collaboration
  4. NLEA 2016 Annual Activities Report
- F. Minutes:
  1. Finance/Business Meeting of March 14, 2017, Committee of the Whole Meeting of March 28, 2017
  2. District #4 Health Board Minutes – 2/21/17
  3. NEMCSA – 3/3/17
  4. NEMCOG – 2/16/17 (Revised)
  5. City Council Minutes – 2/28/17 & 3/14/17
  6. Board Appointments & Procedures – 3/8/17 (Revised)
  7. Planning Commission Minutes – 2/15/17 & 3/15/17
  8. Fair Minutes – 3/6/17

9. Cheboygan County Road Commission – 3/2/17 & 3/17/17
10. ZBA Minutes – 1/25/17

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

### **Citizens Comments**

Bill Hartwig presented the Douglas Lake Improvement Association information. The Association consisted of approximately 330 members. It was formed to organize a group of property owners that share the common interest of living and recreating in the lake environment around Douglas Lake. The Association works with the local units of government. He passed out a handout, which gave a little bit of history, listed the Officers, Directors, and Standing Committees, and the activities that they were engaged in. They work very closely with the University of Michigan Biological Station in providing Lake Access Oversight, install loon nesting rafts, a clean boat program to help control invasive species, cooperating with Little Traverse Conservancy and the Watershed Council for shore line protection services, invasive species, monitoring water quality along with the U of M Biological Station and provide a local scholarship fund for a local student to work at the U of M Biological Station. For more information: [www.douglaslake.org](http://www.douglaslake.org).

Carl Muscott stated he appreciated the update from Mr. Hartwig on the Douglas Lake Improvement Association. There were so many valuable resources here in Cheboygan and they need to decide why they're falling behind in development and valuations. The last time he was there he tried to persuade the Cheboygan County Commissioners to developing a Planning Unit Development that would address things from only an administrative level and exclude civil counsel from the decision. He asked if the Board had an opportunity to look at the MSU resource article forwarded to each of them, stating the criticism of a PUD process approval, which could be time consuming. Developments should have the ability to be looked at by the Board of Commissioners and he would encourage the Board to not take PUD's into Closed Session.

Civil Counsel Bryan Graham stated that it was important for the public to know that any decision made by this Board would be made at an open meeting. The Board had the legal right to go into closed session to get legal advice about any kind of issue that they deemed appropriate. They could take that legal advice into consideration when making a decision. He was only giving legal advice pursuant to a confidential memo that he prepared. No decision would be made.

Carl Muscott stated the fact that civil counsel was bringing a legal opinion did not serve the right for a closed meeting. This was too often used in closed sessions. If it was a legal opinion that affected the property owner rights in the county, it should be discussed openly above board so that everyone could hear it.

Scott Swanson stated that he supported Mr. Muscott. He understood that Mr. Graham wanted to give the Board legal advice and that it would be used in making a decision.

His position was the public needed to know not just their final decision, but also why they made that decision. There wasn't any harm if it was a litigation situation where they didn't want to reveal their litigation strategy. In this case, they would be telling the pitfalls that they might encounter if they had the Board of Commissioner be the final arbiter. The Board of Commissioners should be the final arbiter and to discuss the pitfalls openly. He did have a concern that if they abrogate the authority on the Planning Commission, what they were doing was getting rid of some of the accountability of the elected officials. Several of the County Commissioners spoke of the same concerns previously. He didn't think that they should go that route and if they did, they should say exactly why they choose that route and not just to make that decision. He didn't think that this was an area where the Board should go into closed session.

State Representative Sue Allor gave an update on her life in Lansing. She stated that it has been an interesting road. She was assigned to appropriation and sub-committees such as Natural Resources, Department of Health and Human Services, General Government, Military and Veterans, and School Aid. DHHS and School Aid had large budgets. The House and the Senate had been looking on budgets, tweaking it to make it work. Most of their tweaks for the various departments hadn't been turned in yet. There had been significant changes in the Governor's budget and what had come through in the House. As an example, with Natural Resources, there was a \$2 million request by Governor Snyder to close abandoned mines in the Upper Peninsula. After talking with a variety of people in the Upper Peninsula, they didn't really have a need to close the abandoned mines because they have been there for years and there wasn't any problems with them. So on the House side of the budget, they eliminated the \$2 million budget. A year ago, there was an item on the budget for a \$250,000 to study swimmers itch. She was relieved to find out that it was not placed in the budget this year, but then found out the Senate added it back into the budget and doubled it. When she gets back after break, it should be interested between the Senate, the Governor and the House budgets trying to come to a happy medium. This year she introduced a bill involving concealed weapons and also a revision of the Freedom of Information request that would make legislators obligated to call a FOI request, Legislation Open Records Act (LORA). Time would tell on how they reviewed these bills.

Commissioner Wallace asked her to explain how a bill was introduced into the house. Ms. Allor explained the legislator would come up with an idea. Then they would contact the Legislative Services Bureau so they could get an overview of their idea and what they would like to accomplish. An investigation would be done. Eventually, they would draft the bill and the legislator would file it with the Clerk's Office. At this point it would be called what was known as a blue back. They then take the blue back and try to get support from other legislators, sponsors, or co-sponsors. Once they get the sponsors, (which are not necessary) it would be introduced in the House and the House would assign it to a committee. After it goes to the committee, it would be evaluated. There were several choices that they could make such as not to do anything with it, alter or revise it, or make a recommendation to approve it as it stands. It then goes back to house with the recommendation of the committee and it was at that point that a vote would be taken on it.

Commissioner Bolinger asked to Ms. Allor to explain the Concealed Pistol Open Carry Law. Ms. Allor explained that there were four (4) bills being introduced recently and the bottom line on what they would allow was for an individual to carry a concealed weapon without having a CPL. Another one of the bills allowed the individual to for example be out in the woods without a CPL, but having a pistol on them with potentially wearing their jacket, which was over the pistol. This would not make them in violation.

**Scheduled Visitors - None**

**Finance Director's Report**

Finance Director Kari Kortz stated that there would be no General Fund Revenue and Expenditure Report for February 28, 2017 because the 2016 year-end adjustments were still being posted. Also Cash Summary by Fund Cash and Investment Report for February 2017 would not be presented until all the 2016 adjusting entries were posted, as cash balances could be affected. She gave an explanation of the Summarization of all budget adjustments posted from December 31, 2016 through February 28, 2017. Discussion held.

**Administrator's Report**

Administrator Jeff Lawson reported the Board Planning Session was scheduled for Tuesday, April 25, 2017 at 9:00 a.m. at Audies Restaurant in Mackinaw City. The following topics were on the agenda: Review Of Board Goals; Marina-Discussion of Infrastructure Grant Award-Future infrastructure need; Jail Expansion Project/Storage-County Building Improvements; Economic Development Commission Discussion; Solid Waste Plan; 911 Radio Project; Zoning Ordinance Update; Airport; Fairgrounds; Retirement Costs; Budget Issue; and Other.

Administrator Lawson reported that a copy of the draft report for the CCE 911 Radio was scheduled to be provided to the 911 Board at their April 19, 2017 meeting. All of the financials would not be done at that time. A draft copy would also be provided to the Board of Commissioners by April 21, 2017 for review.

Commissioner Brown stated that the Planning Session would be a round table discussion and any additional information should be requested before coming to the meeting to be prepared. He would encourage all of the Board's input.

Administrator Lawson reported that Elizabeth Zabik, Assistant Equalization Director, had completed her testing and received her MAAO 3 Certification. The County had sent Ms. Zabik for certification as part of their succession plan for the department prior to the retirement of Ms. Eaton. Staff would be preparing an employment agreement promoting Ms. Zabik to Equalization Director for Board Approval at the May 9<sup>th</sup>, 2017 Board of Commissioners meeting.

## **Committee Reports**

Commissioner Sangster attended a Port Commission meeting at the City. Closing documents were being prepared for next week to sell the port property to the two anchor property owners that were currently operating on that site. This was pretty exciting after eight (8) years of work.

Commissioner Gouine attended an Airport Authority meeting, Fair Board meeting, Planning Commission meeting, and Zoning Board of Appeals meeting. He stated that the airport was thinking about selling some property and was getting it appraised.

Commissioner Newman attended a Community Mental Health meeting. The Director of Community Mental Health Alexis Kaczynski has retired and replaced by Christine Gebhard. He attended a retirement reception for her.

Commissioner Wallace attended his normal committee meetings and a Northeast MI Consortium, which was in charge of the Michigan Works. He handed out last month's activity report for the Michigan Works - Northeast MI Consortium. Currently he was working on the Northern Michigan Regional Entity Board, which was the group that allocates monies for drug and alcohol treatment, education, etc... He was working with the administrative assistant on getting some relief from using Cheboygan County's Liquor Tax monies to help support the halfway houses. The Salvation Armory took this on after the Chips closed years ago and they have made it a major ministry. The residents are part of the Drug Court in Cheboygan County. They were looking at using some of that tax payers monies that wasn't being used.

Commissioner Brown attended a Beaugrand Township meeting, a Mackinaw Township meeting, Airport Authority meeting, a Village of Mackinaw meeting, Village of Mackinaw Planning meeting and an LEPC/LPT meeting. He commended Sheriff Clarmont and his deputies for an event that he attended on the retirement of Taser that was held at the Hospice House with the Matelski's.

**Old Business – None**

## **New Business**

Equalization Director Janice Eaton presented the 2017 Cheboygan County Equalization Report for approval. The Equalization Department conducts independent appraisal and sales studies each year and projects assessed values for each township and city. Each township or city was required by law to assess at an acceptable ratio between 49% and 50% of true cash value (market value). The County Board of Commissioner has the authority through the General Property Tax Act to factor assessments up or down to make sure the assessments fall within the accepted ratios. The report consists of columnar figures and charts showing the assessed values from the individual townships and city, the county equalized values, and the ratio for each class of property by unit.

**Motion** by Commissioner Wallace seconded by Commissioner Gouine to adopt the 2017 Cheboygan County Equalization Report as submitted reflecting a County Equalized Value of Real Property Value of \$1,653,884,840, and Personal Property of \$60,675,050 for a total 2017 County Equalized Value of \$1,714,559,890 (Copy of the 2017 County Equalization Report will be on file in the office of the Cheboygan County Clerk/Register). A roll call vote was taken. Motion carried with 6 yes, 0 no and 1 absent.

Administrator Lawson and the Board of Commissioners thanked Ms. Eaton for her years of service and helping Ms. Zabik with studying for her MAAO 3 Certificate.

Administrator Lawson presented the Animal Control Vehicle Purchase. The Animal Control vehicle and transport carrier is in need of replacement. The truck has over 200,000 miles and the carrier is twenty years old. The vehicle to be purchased was through the State MiDeal Program Ford F-250 4x4 at a cost of \$23,329. Two quotes were received from transport carrier manufactures with the low quote being submitted by Custom Fiberglass Coaches in the amount of \$12,175. The total financial impact of \$35,504.

**Motion** by Commissioner Newman seconded by Commissioner Gouine to approve the purchase of a Ford F-250 4x4 through the State MiDeal Program in the amount of \$23,329 as well as a Transport Carrier from Custom Fiberglass Coaches in the amount of \$12,175 and authorize all budget adjustments. A roll call vote was taken. Motion carried with 6 yes, 0 no and 1 absent.

Finance Director Kari Kortz presented the State of Michigan, FY 2016 Homeland Security Grant Program Operation Stonegarden Grant Agreement in the amount of \$40,276. This grant was a non-matching grant for equipment and additional homeland security patrols. It covers eligible costs from September 1, 2016 through July 31, 2019 and the financial impact of \$40,276 in federal grant revenue to cover \$40,276 of expenditures in Fund 101 Department 334 in the 2018 budget.

**Motion** by Commissioner Sangster seconded by Commissioner Newman to approve the submission of the State of Michigan FY 2016 Homeland Security Grant Program Operation Stonegarden Grant agreement in the amount of \$40,276 by May 1, 2017 deadline after review by the County Finance Director and legal counsel, and authorize the Chairperson to sign any required documentation. A roll call vote was taken. Motion carried with 6 yes, 0 no and 1 absent.

Administrator Lawson presented the Mud-Run Fundraiser Cheboygan Bowling Team. The Cheboygan Bowling Team (Cheboygan Area Schools) would like to have a Mud Run at the Fairgrounds Grand Stand to raise funds for the team on May 6, 2017.

**Motion** by Commissioner Bolinger, seconded by Commissioner Sangster to approve Fairground Event Agreement with Cheboygan Area Schools for a Mud Run Fundraiser to be held May 6, 2017. Motion carried with 6 yes, 0 no and 1 absent.

**Citizens Comments**

Carl Muscott commented that he knew the Stonegarden Grant Agreement was an annual event, which the Sheriff Department relied on. Administrator Lawson presented him with all of the information that he had on all of the goods and services that was received from the NLEA. He stated that Cheboygan County received nothing from the annual donation of \$42,000 to the NLEA. In fact, the donation was labeled as an investment.

**Board Member Comments**

Commissioner Wallace asked about the cooperation of the Sheriff Department with ICE. Undersheriff Tim Cook stated that they have a good working relationship with them. Part of the Stonegarden Grant Agreement was protecting the borders, patrolling the waterways, the Mackinac Bridge and the infrastructures of the area.

**Motion** by Commissioner Gouine, seconded by Commissioner Wallace to go into closed session pursuant to Section 8(h) of the Open Meetings Act, being MCL 15.268(h), to consider the written memo from our attorney dated March 7, 2017, which is exempt from disclosure by Section 13 (1)(g) of the Michigan Freedom of Information Act, being MCL 15.243(1)(g), since this memo was subject to the attorney-client privilege.

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

**ENTERED INTO CLOSED SESSION AT 10:37a.m.**

**RETURNED TO OPEN SESSION AT 11:21 a.m.**

**Motion** by Commissioner Wallace, seconded by Commissioner Sangster, to adjourn to the call of the Chair. Motion carried with 6 yes, 0 no and 1 absent. Meeting adjourned at 11:22 a.m.

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Karen L. Brewster  
Cheboygan County Clerk/Register

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Chris Brown  
Vice Chairperson Board of Commissioners

**CHEBOYGAN COUNTY BOARD OF COMMISSIONERS  
COMMITTEE OF THE WHOLE MEETING/BOARD PLANNING SESSION  
April 25, 2017**

The regular meeting of the Cheboygan County Board of Commissioners was called to order at 9:00 a.m. by Vice Chairperson Chris Brown at Audie's Restaurant in Mackinaw City.

Roll called and a quorum present.

**Present:** Commissioners Chris Brown, Richard Sangster, Michael Newman, Cal Gouine, John Wallace, and Robert Bolinger

**Absent:** Commissioner Tony Matelski

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

**CITIZENS COMMENTS**

Carl Muscott, a resident of Tuscarora Township thanked Administrator Lawson for the information on the Marina. He commented on the Cheboygan County Marina fuel sales, which would eliminate any private marina fuel sales. Last year the Marina had seven (7) seasonal county slips out of 45 and the rest were either from outside the county or the State of Michigan. He stated they were talking about investing \$800,000 into the Marina, which was just the start of a \$3.5 million of infrastructure needed. He understood the match was only \$400,000 out of \$800,000, but Cheboygan County only needed \$600,000 for a waterline to service the Meijer Project. The expenditures to keep the marina operating by the county would create only three (3) part-time jobs this summer. If they had Meijer here, it would bring in 250 full or part-time jobs. He would appreciate the County Board of Commissioners to explain why they could not help with the Meijer infrastructure, but they could spend millions of dollars over the next two (2) years to improve the marina that was only being used by fewer than ten (10) residence.

**SCHEDULED VISITORS/DEPARMENT REPORTS** – None

**ADMINISTRATOR'S REPORT** – None

**OLD BUSINESS** – None

**NEW BUSINESS**

Administrator Jeff Lawson presented the resolution of support for the Northeast Michigan Council of Governments fiscal year 2018 Community Corrections Grant Application in the annual amount of \$307,200 to provide Community Correction programs in Alcona, Alpena, Cheboygan, Crawford and Otsego Counties.

**Motion** by Commissioner Wallace, seconded by Commissioner Newman, to approve Resolution 17-04 Fiscal Year 2018 Community Corrections Grant Application of the Northeast Council of Governments. A roll call vote was taken. Motion carried with 6 yes, 0 no and 1 absent.

**BOARD MATTERS FOR DISCUSSION – BOARD PLANNING SESSION**

**Review of Board Goals** - Administrator Lawson reviewed the county vision and mission statements and the current goals for the county. No changes were made.

**Jail Expansion Project/ Storage-County Building Improvements –**

Undersheriff Tim Cook presented the jail study report. He stated there is an estimated cost savings on meal cost by utilizing a food service vendor and help from the jail trustees once the new kitchen area is operational. The savings would be placed back into the tax revolving loan fund to reimburse the fund for future projects. The \$2.1 million expansion of the jail would consist of the addition of a kitchen for in-house food service, an addition of 20 beds and a storage building. The primary objective was the addition of the kitchen. The dorm areas would house work release prisoners, who would come and go through a separate entryway. Jail security would be improved.

**Motion** by Commissioner Sangster, seconded by Commissioner Newman for this item to be put on the agenda for the next Board of Commissioner's meeting. Motion carried with 6 yes, 0 no, and 1 absent.

**CCE 911 Radio Project –**

Administrator Lawson presented the Draft CCE 911 Radio Study. The purpose of this report was to conduct a radio system study to identify the best radio system technology to insure better communication interoperability and address safety concerns related to emergency communications for the Law Enforcement, Fire and EMS/First Responder agencies served by the 911 Central Dispatch Authority. The report reviewed the current VHF system utilized by the organization identifying the pros and cons of this system as compared to changing technology to an 800 MHz radio system to serve the agencies and the public. Narrow banding was ordered by the FCC due to the limited availability of channels due to usage resulting in channel congestion. The facts were as follows: the current VHF system would be narrow banded again in the near future resulting in more loss of coverage, interoperability between agencies does not exist, especially outside of CCE with VHF, infrastructure would have to be developed with regard to towers and repeaters for VHF, the 800 MHz Tower coverage already exists but would need added channels, CCE 911 was already set up for 800 MHz communications through current console, due to narrow banding current VHF coverage in the three counties stands at 70%, and current

800 MHz coverage stands at 98.4%. The assumptions were as follows: lack of coverage with future narrow banding would occur, which would result in officer safety concerns and reduced timeliness for first responders, lack of interoperability between agencies inside/outside of CCE would hamper coordination efforts on operations, inadequate services provided in the near future with the current VHF system, and age of current system would result in expenditures for continuous upgrades and replacement of obsolete and/or maintaining of equipment. Possible Courses of Action along with the pros and cons were reviewed. Also the Cost Comparison of courses of action and phases were reviewed. The estimated cost of the upgrade was approximately \$10 million. The local surcharge currently being paid was .61 cents per month per phone line to fund CCE 911 and it could be increased up to \$2.00. It was recommended by the Radio Study Committee that the CCE Board of Directors recommend to the Board of County Commissioners in Charlevoix, Cheboygan and Emmet Counties to implement a technology change to the 800 MHz Radio System and approve a funding option to implement this project. An analysis of surcharge or millage required to retire projected bonding debt should be completed. He stated that this probably would not be put on the ballot before the voters until 2018. The report recommends that the CCE Board of Directors authorize 911 staff to begin contract discussions with the MPSCS and to prepare an RFP to obtain quotes for the necessary equipment to transition to an 800 MHz system in Charlevoix, Emmet and Cheboygan Counties. The report also recommends that the CCE Board of Directors enter into discussion with the County Boards of Commissioners to identify the funding opportunities available to proceed. The final CCE 911 Radio Plan is scheduled to be reviewed at the May 911 Meeting.

### **Zoning Ordinance Update –**

Commissioner Brown suggested updating the County's zoning ordinance because the current zoning ordinance was more than 20 years old and had more than 138 amendments. He stated 20 years ago the main goal of zoning was controlling sprawl. This was why changes were made. Commissioner Sangster stated that if they were following the mission statement, they haven't had a balanced growth as stated. The Planning Commission was vital to economic growth. Commissioner Brown stated Cheboygan County would not survive on the tax base of a retired community spending. The area needed healthy growth to bring in money and jobs. Commissioner Gouine stated that the Planning Commission has approved 98 percent of the requests it has reviewed. Administrator Lawson stated that the Master Plan needs to be reviewed when preparing for a complete update of the ordinance because it is the foundation for the zoning ordinance. The Master Plan is updated every five years and identifies the topics and policy discussion areas that need to be amended in the Zoning Ordinance. Community Development Director Steve Schnell agreed with Commissioner Brown and his comments. The Master Plan was just adopted in 2014 and they did their best to get those

thoughts incorporated into it. Nothing can be predicted especially 20 years into the future. It would be helpful to go thru and look at the Master Plan and the zoning ordinances again to prepare for a complete update to the Zoning Ordinance integrating identified changes and modifying the format.

Mr. Schnell also identified that Staff appreciates receiving input from the Board concerning land use policy because it helps clarify to staff what the Commissioners want to achieve. A primary objective is to strike a balance to preserve what people come here for while encouraging growth.

### **Planning Unit Development –**

Commissioner Brown presented the PUD topic to the Board of Commissioners and asked how the Board wanted to handle it. Community Development Director Steve Schnell stated that they were revising it because other areas use them as options to move more complicated projects forward in a timely manner. Administrator Lawson commented that per the information received from legal counsel that language would need to be constructed to either allow the Planning Commission to have final approval or to have final approval by the Board of Commissioners. Commissioner Brown stated that there were rules and regulations to help make that decision. The Board does have the last word on who sits on the Planning Commission and they try to give the Planning Commission the proper tool box to help make these decisions. Commissioner Brown stated that they would bring it to a vote at a future meeting.

### **Solid Waste Plan -**

Administrator Lawson reviewed the process to amend the solid waste management plan. He stated that upon recent review of the plan that some updates concerning the County's positions on various items in the plan may need to be addressed. The proposed amendment topics were as follows: Decide if additional Type B Transfer Stations would be consistent with the plan and clarify siting criteria for these facilities, verify locations and reaffirm consistency of existing Type A and B transfer stations approved in the 2000 plan, identify and verify enforcement agencies. Although the last plan amendment was coordinated by NEMCOG, the County could undertake the amendment process and keep NEMCOG involved as the designated planning agency by appointing someone from NEMCOG to the SWMP committee.

Community Development Director Schell stated this would be a lengthy process requiring the appointment of a Solid Waste Committee and approval of amendments from a minimum of 67% of the Townships, Cities and Villages within the County.

Commissioner discussion occurred concluding that no action is directed at this time.

**Economic Development Corporation –**

Staff provided an overview of the County's EDC and partner agencies that the County works with.

Commissioner Sangster reaffirmed that the county has 14 different agencies that they work with on economic development. Money was being spent, but they weren't seeing a lot of results. If they didn't start getting some return from it, then it wasn't a good return on their investments.

Administrator Lawson stated that this is a good example of why the Commissioners hold a work session and that this topic is placed on the Board Planning Session as an agenda item to receive Commissioner direction and feedback to maintain alignment between the EDC and the Board of Commissioner's goals and objectives relating to economic development.

Commissioner discussion continued with recommendation to schedule County EDC meetings on a quarterly basis rather than a monthly basis.

**Marina –**

Administrator Lawson presented a summary on the Marina. Since 1989 the County had received a total of \$1,523,218 in DNR Waterways grant funds. When the Marina was first constructed the County received a \$632,425 DNR Waterways Grant, the City of Cheboygan contributed \$200,000 and the County contributed \$432,425 from the County Tax Revolving Loan Fund. The grant agreements signed by the County state that the County must operate the marina as a recreational boating facility in perpetuity. If the County would break the grant agreements, the County could be liable to repay up to the total of grant awards, the State would have the option to purchase the Marina from the County. Historically, the Marina has made enough revenue to pay its yearly operation cost, but not enough to provide funds for capital improvements costs. In 2008, a Marina Facility Study was completed identifying the need to start replacing capital assets at the facility, which at that time totaled 3.5 million dollars. A DNR Waterways grant in the amount of \$800,000 has been applied for the replacement of fuel tanks and the fuel dock at the Marina which was identified in the Facility Study Plan. The County has received a grant agreement from the State for approval by the Board to

construct the improvements. The grant would award \$400,000 in State funds and would require a \$400,000 local match from the County. Commissioner discussion occurred with a consensus of the Board to place the DNR Waterways Grant Agreement on the May 9<sup>th</sup> Meeting Agenda for consideration.

**Airport –**

Administrator Lawson presented the airport update, which had no major program changes. Commissioner Brown stated that the airport needed internet service. Mr. Lawson stated currently they had been talking to three (3) different agencies to bring internet into the County Building. As part of staff research the numbers could be calculated for the airport to bring high speed internet to the airport and Straits Regional Ride.

Commissioner discussion occurred with a consensus for staff to obtain a cost estimate for internet upgrades to the airport.

**Fairgrounds –**

Administrator Lawson updated the Board on the fairgrounds. He stated that he wanted to talk with the Fair Board on types of capital improvements and what kind of facilities may be necessary in the future. The administrator asked for Board feedback on this before moving forward. Commissioner Brown stated that regardless if you were young or old, the fair was something that people liked to attend. Mr. Lawson stated he would continue discussions with the Fair Board and keep the Board updated.

**Budget –**

Administrator Lawson summarized that the information that was gathered today is part of the County's Strategic Budgeting Process which is recommended by the Government Finance Officers Associations for best practices. The Process consists of the Board setting goals and objectives which is what was primarily being done today. From those goals and objectives departments identify their objectives which are what is used to identify budget appropriations. Outcomes and evaluations of programs and services are then reviewed and the cycle begins again with Board Policy directive.

Administrator Lawson stated that he had met with the Commissioners individually to review the County's Wage and Benefit Plan which identifies the County's compensation philosophy and rationale for setting wages for

the organization. Administrator Lawson identified that the County had conducted a wage comparable analysis in 2015 comparing wages with five other selected counties in the region. The analysis identified that many of the County's positions were paid below the regional average. From this information the County developed a tiered raise system to bring positions to the regional average over a three year time period. The County is currently in the second year of the three year process. Administrator Lawson also identified that he has received questions from a few Commissioners concerning internal wage comparable and restated that the County's wage analysis did not create an internal ranked classification system to verify internal wage equity within the organization. Administrator Lawson identified that this was not done in 2015 due to the cost which was estimated at 40,000-45,000 to have a consultant complete a wage analysis with internal rankings.

Commissioner Newman stated that he thinks that the Administrator's assistant is internally comparable to the Confidential Secretary position in the Sheriff's office and He thinks that she is below around \$1.25. He believes she should be brought up to comparison. Commissioners discussed the County's wage system with questions concerning the wage cycle, classifications, pay between union and non-union employees and internal comparisons. Commissioner Newman stated that He was not approached, but he just looked at this position. After discussion the consensus of the Board was to make this internal adjustment. Administrator Lawson asked if this should be done as part of the yearly wage cycle or sooner. The Board's consensus was to place it on the agenda for consideration sooner than later.

### **Pension Costs -**

Administrator Lawson reviewed the Counties current unfunded pension costs, which were currently underfunded by approximately \$7 million. Administrator Lawson identified that the County's MERS Valuation Report identified that lack of market return on investments as well retirements of Baby boomers and extended lifespan of retirees have contributed to the growth of unfunded pension liability. MERS has implemented increases in contributions from units to reduce and work toward eliminating unfunded balance from units over the next 20 years. The County has approved a policy to submit additional payments each year as finances allow. The County has also changed to the MERS Hybrid system for new employees reducing new pension cost and providing an opportunity to prevent future unfunded pension liability for new employees.

Commissioner Newman commented that this was almost like a 401K plan and inquired if the employee is required to make a contribution. He would like to encourage employees to save for retirement.

## **OTHER**

Commissioner Wallace questioned where we were regarding the replacement of the windows and panels on the county building. Administrator Lawson stated that the preliminary estimated cost is \$500,000 to \$600,000 and it was a timing issue for completion based on the number of existing infrastructure projects that the County is currently working on. There will be some return on the investment for energy efficiency with replacement of the windows but the panels are primarily an aesthetical upgrade.

Discussion was also held concerning possible rebate incentives to upgrade to LED light fixtures for buildings. Administrator Lawson stated that the County had received past incentives for energy efficiency upgrades for heating and cooling systems and that staff would look into possible rebates. He also reported that staff has been gradually changing to LED fixtures during facility renovation projects over the last few years.

## **CITIZENS COMMENTS**

Carl Muscott thanked the Board of Commissioners for their time and all of their comments. He appreciated Commissioner Brown's comment on trying to keep the slip fees competitive and filled. Also he appreciated Commissioner Sangster's comment on the possibility of adding a fueling station at the marina.

## **BOARD MEMBER COMMENTS**

Commissioner Gouine commented that former Chief Deputy Clerk, Amber Libby would be sworn in as an attorney 4:00 P.M. on Friday, April 28, 2017.

**Motion** by Commissioner Wallace, seconded by Commissioner Sangster, to adjourn to the call of the Chair. Motion carried. Meeting adjourned at 2.49 p.m.

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Karen L. Brewster  
County Clerk/Register

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Chris Brown  
Vice Chairperson

**CHEBOYGAN COUNTY ZONING BOARD OF APPEALS MEETING & PUBLIC HEARING**  
**WEDNESDAY, MARCH 22, 2017 AT 7:00PM**  
**ROOM 135 – COMMISSIONER’S ROOM - CHEBOYGAN COUNTY BUILDING**

**Members Present:** Charles Freese, Ralph Hemmer, John Moore, John Thompson, Nini Sherwood  
**Members Absent:** None  
**Others Present:** Scott McNeil, John F. Brown, Russell Crawford, Cheryl Crawford, Carl Muscott, Cal Gouine, Steve Crusoe

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

**PLEDGE OF ALLEGIANCE**

Chairperson Freese led the Pledge of Allegiance.

**APPROVAL OF AGENDA**

The agenda was presented. **Motion** by Mr. Moore, seconded by Mr. Hemmer, to accept the agenda as presented. Motion carried unanimously.

**APPROVAL OF MINUTES**

Minutes from the January 25, 2017 Zoning Board of Appeals meeting were presented. **Motion** by Mr. Moore, seconded by Mr. Hemmer, to approve the minutes as presented. Motion carried unanimously.

**PUBLIC HEARING & ACTION ON REQUESTS**

**David Coombs** - Requests a 4ft. front setback variance to reconstruct a dwelling in a Lake and Stream Protection (P-LS) zoning district. The property is located at 4152 Agnes Road., Aloha Township, Section 2, parcel #140-002-100-004-00. A 40 foot front setback from the high water mark is required in this zoning district.

Mr. McNeil stated that Mr. Coombs is requesting a 4ft. front setback variance to replace a dwelling in its current location. Mr. McNeil stated that Mr. Coombs intends to keep a non-conforming deck at the front. Mr. McNeil stated that Mr. Coombs also intends to keep the fireplace located at the southwest corner of the dwelling. Mr. McNeil stated that the southwest corner of the dwelling is located 36ft. from the high water mark and the minimum requirement is 40ft. Mr. McNeil stated that Mr. Coombs is requesting a 4ft. variance.

Mr. Coombs stated that he bought this property approximately 4 ½ years ago. Mr. Coombs explained that there are unique roof lines on the dwelling that promote rot. Mr. Coombs stated that they originally intended to replace the roof and some windows, but the architect that they hired suggested tearing down the dwelling and bringing the dwelling up to code with heavier insulation. Mr. Coombs stated that they would like to retain as much of the existing foundation as possible. Mr. Coombs stated that they would also like to retain the fireplace which is approximately 100 years old. Mr. Coombs stated that he intends to keep the existing footprint and bring the dwelling up to code and make it more maintainable.

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

Mr. Freese stated that the parcel to the west is the public access to Long Lake and is quite a bit lower than Mr. Coombs property. Mr. Freese stated that Mr. Coombs also owns the two parcels to the east. Mr. Freese stated that if this variance is granted, it will not impede anyone’s view of the lake. Mr. Freese stated the dwelling is on higher ground and Mr. Coombs parcels are located on a promontory of high land which precludes any obstruction of view by property owners to the east. Mr. Freese stated that this parcel has unique physical properties.

The Zoning Board of Appeals added the following to the General Findings:

7. The existing dwelling is a legal non-conforming structure.
8. The deck structure, which is proposed to remain, is approximately 27ft. from the high water line.
9. The property to the west is a public access to Long Lake owned by the DNR.
10. This parcel along with the two parcels to the east are all owned by the applicant and are located on a promontory of high land which precludes any obstruction of view by property owners to the east and the height of this parcel negates any view restrictions from the DNR public access property to the west.

The Zoning Board of Appeals reviewed and approved the Findings of Fact and the Specific Findings of Fact under Section 23.5.4. **Motion** by Mr. Moore, seconded by Mr. Hemmer, to approve the variance request based on the General Findings

and the Specific Findings of Fact under Section 23.5.4. Motion carried unanimously.

**UNFINISHED BUSINESS**

No comments.

**NEW BUSINESS**

No comments.

**ZBA COMMENTS**

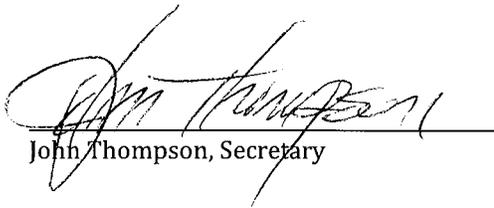
No comments.

**PUBLIC COMMENTS**

No comments.

**ADJOURN**

**Motion** by Mr. Hemmer to adjourn. Motion carried. Meeting adjourned at 7:27pm.



John Thompson, Secretary



# CHEBOYGAN COUNTY PLANNING COMMISSION

870 SOUTH MAIN ST., ROOM 103 ■ PO BOX 70 ■ CHEBOYGAN, MI 49721  
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## CHEBOYGAN COUNTY PLANNING COMMISSION MEETING & PUBLIC HEARING

WEDNESDAY, APRIL 5, 2017 AT 7:00 P.M.

ROOM 135 – COMMISSIONER’S ROOM - CHEBOYGAN COUNTY BUILDING

**PRESENT:** Bartlett, Freese, Kavanaugh, Borowicz, Croft, Ostwald, Lyon, Jazdyk  
**ABSENT:** Churchill  
**STAFF:** Scott McNeil  
**GUESTS:** Eric Boyd, Bob Lyon, John Moore, Cal Gouine, Carl Muscott, John F. Brown, Tim Maylone, Austin Babich, Rob LaBelle

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

### PLEDGE OF ALLEGIANCE

Chairperson Croft led the Pledge of Allegiance.

Mr. Freese asked the Planning Commission for a moment of silence for Tony Matelski, Cheboygan County Board of Commissioners Chairman.

### APPROVAL OF AGENDA

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

### APPROVAL OF MINUTES

The March 15, 2017 Planning Commission minutes were presented. **Motion** by Mr. Kavanaugh, seconded by Mr. Jazdyk, to approve the meeting minutes as presented. Motion carried. 8 Ayes (Bartlett, Freese, Kavanaugh, Borowicz, Croft, Ostwald, Lyon, Jazdyk), 0 Nays, 1 Absent (Churchill)

### PUBLIC HEARING AND ACTION ON REQUESTS

#### Cherry Capital Connection and Robert and Patsy Knaffle

Requests a Special Use Permit for a wireless communication facility (section 17.13). The property is located at 3044 Gilpin Road, Benton Twp., section 10, parcel #104-010-100-002-01, and is zoned Agriculture and Forestry Management (M-AF).

Mr. McNeil stated there is a residential dwelling at the north of the property with an address on Gilpin Road. Mr. McNeil stated that the location of the proposed tower could be better identified as Wartella Road. Mr. McNeil stated that the tower is proposed to be 128 feet tall and meets the 1:1 ratio for setbacks from the lot lines. Mr. McNeil stated that the applicant has responded to the specific requirements under section 17.13 that the Planning Commission will review.

Mr. Maylone stated that he is the General Manager for Cherry Capital Connection. Mr. Maylone stated that they currently provide high-speed internet service and telephone service to 12 counties in Northern Michigan. Mr. Maylone stated that Cherry Capital Connection is a wireless internet service provider (WISP). Mr. Maylone stated that the wireless internet service provider (WISP) industry addresses telephone needs and internet needs in rural areas. Mr. Maylone stated that there are approximately 67 WISP's in Michigan and approximately 700 WISP's in the United States. Mr. Maylone stated that Cherry Capital Connection builds small 128 foot towers wherever there is a demand in their region. Mr. Maylone stated that they use licensed and unlicensed frequencies for the high-speed internet. Mr. Maylone explained that the towers are a distribution point for fiber to the home. Mr. Maylone stated that they received approval from Benton Township for a franchise agreement which is planned for 3-7 years in the future. Mr. Maylone stated that the location is suited to the demand. Mr. Maylone stated that they have 16 reservations on file for this neighborhood who are waiting for the tower to be erected. Mr. Maylone stated that this will be the first of 20-30 more towers that they plan to build in Cheboygan County over the next 4-5 years. Mr. Maylone stated this is an agricultural property that is no longer being used for agricultural purposes. Mr. Maylone stated that the tower will be located on Wartella Road and will be set back off of the road so it will not be in the direct line of sight. Mr.

Maylone stated that this is a relatively small tower with a triangular cross section 12 inches on a side and at ½ mile away the visual impact is reduced. Mr. Maylone stated that collocation is not an option because this will be a light weight tower and will only hold 7 square wind load at 100 miles per hour, which is a State of Michigan requirement. Mr. Maylone stated that they do not use commercial towers due to the cost factor. Mr. Maylone stated that generally, a lease on a commercial tower is \$500 - \$1000 per month. Mr. Maylone stated that these towers are built for under \$5,000. Mr. Maylone stated that he has not heard back from the FFA yet about this location. Mr. Maylone stated that the FFA is doing a survey which will also go to MDOT for approval. Mr. Maylone stated that the FFA has 45 days to make a determination. Mr. Maylone stated that Patsy Knaffle is attending this meeting. Mr. Maylone stated that Mrs. Knaffle and her husband own the property and they believe this tower is good for the neighborhood.

Mr. Ostwald asked how far will one tower will provide service. Mr. Maylone stated that they have a tower at the Grand Hotel on Mackinaw Island, which reaches 11-12 miles. Mr. Maylone stated that they are building a tower in Levering on Hare Road, which is a 13 mile link. Mr. Maylone stated that this tower is engineered for 6 miles (3 mile radius). Mr. Maylone stated that they have towers that go as far as 28 – 29 miles. Mr. Maylone stated that it depends on the terrain and tree coverage.

Ms. Croft asked for public comment. There were no public comments. Public comment closed.

The Planning Commission reviewed and approved the General Findings, Finding of Fact Under Section 17.13.1.a, Finding of Fact Under Section 17.13.2.b, Findings of Fact Under Section 18.7 and the Specific Findings of Fact Under Section 20.10. **Motion** by Mr. Freese, seconded by Mr. Kavanaugh, to approve the special use permit based on the General Findings, Finding of Fact Under Section 17.13.1.a, Finding of Fact Under Section 17.13.2.b, Findings of Fact Under Section 18.7 and the Specific Findings of Fact Under Section 20.10 subject to FAA letter of approval is to be submitted to Planning & Zoning Department and Department of Building Department Safety requirements are to be met. Motion carried. 8 Ayes (Bartlett, Freese, Kavanaugh, Borowicz, Croft, Ostwald, Lyon, Jazdyk), 0 Nays, 1 Absent (Churchill)

#### **ERS Telecom Properties and Bernard Jankoviak**

Requests a Special Use Permit for a wireless communication facility (section 17.13). The property is located on South Extension Road, Mullett Twp., section 7, parcel #130-007-100-001-00, and is zoned Agriculture and Forestry Management (M-AF).

Mr. McNeil stated that this is a request for a special use permit for a tower and this property is zoned Agriculture and Forestry Management. Mr. McNeil stated that the proposed height of this tower is 250 feet and it does not meet the isolation standard from the lot line. Mr. McNeil stated that section 17.3.1 does allow the Planning Commission to reduce the isolation standard up to 50% if they can show the structure is built to collapse within that 50% reduction. Mr. McNeil stated that the applicant has provided a letter from an engineer which would set the isolation standard at 60%. Mr. McNeil stated that the applicant has addressed section 17.13.

Ms. Croft referred to the application and noted that site plan standard d states that there will be a 6 foot tall chain link fence around the “sixty foot by sixty foot (6’ x 6’) compound”. Ms. Croft asked if this is 60 foot x 60 foot or 6 foot x 6 foot. Mr. McNeil stated that this will be verified with the applicant.

Mr. Jazdyk asked Mr. McNeil to review the variances that the applicant can receive through use of a professional engineer. Mr. McNeil stated that the ordinance requires that the tower is set back from property lines the same distance as the height of the tower. Mr. McNeil stated that the ordinance also allows the Planning Commission to reduce that requirement up to 50% if they can show that the tower will collapse within the area provided for the setback. Mr. McNeil stated that the applicant has provided this information and based on his calculations it is approximately 60%. Mr. Kavanaugh asked if it could be reduced to 50%. Mr. McNeil stated that it can be reduced to 50%.

Mr. Babich stated that he is with Pyramid Network Services and he is representing ERS Telecom Properties. Mr. Babich introduced Rob LaBelle, who is with Williams, Williams, Rattner & Plunkett, PC. Mr. Babich stated that ERS Telecom Properties is requesting a special use permit for a wireless telecommunication facility in an Agriculture and Forestry Management Zoning District in Mullett Township on property that is owned by Bernard Jankoviak. Mr. Babich stated that the communication facility is designed for Verizon Wireless. Mr. Babich stated that ERS Telecom Properties will provide support for emergency services by providing wireless communications to paramedics, firefighters and law enforcement agencies. Mr. Babich stated that ERS Telecom Properties has determined this location based on thorough computerized studies. Mr. Babich stated the technical criteria for establishing cell sites is very exacting as to the height and location of the communications facility. Mr. Babich stated that based on computerized patterns and topography, engineers have identified the necessary location for this personal communication service. Mr. Babich referred to the propagation maps and explained the existing

coverage and the proposed coverage. Mr. Babich clarified that the barbed wire fence compound will be 60' x 60'. Mr. Babich stated that they will be utilizing an existing drive. Mr. Babich stated that this will be a 250 foot guyed tower. Mr. Babich stated that this tower is designed for collocation for three additional carriers. Mr. Babich stated that ERS Telecom Properties requests that the Planning Commission approve this special use permit and site plan.

Mr. LaBelle stated this tower will be owned by ERS Telecom Properties and the first entity on the tower will be Verizon Wireless. Mr. LaBelle stated that the data on the propagation map is Verizon Wireless data. Mr. LaBelle explained that Verizon Wireless has the biggest network in the state. Mr. LaBelle stated that this tower is being built to Verizon Wireless engineering specifications and as a result, the fall zone certificate is from an engineer that has been hired by Verizon Wireless. Mr. LaBelle stated that these towers are extremely stable and there are no Verizon Wireless towers that have ever collapsed. Mr. LaBelle stated that if the tower ever did fall it would collapse on itself. Mr. LaBelle stated that they already have FAA approval and a copy of the FAA letter is included in the Planning Commission packet. Mr. LaBelle explained that this tower will cover a 3 mile radius. Mr. LaBelle stated this tower will cover a coverage gap in the area and it will also help to off-load capacity or take up slack on existing Verizon Wireless towers as there is so much demand that it is exceeding the capacity of the antennas. Mr. LaBelle stated that they meet all of the requirements for the special use permit and request that the Planning Commission's approval for this request.

Ms. Croft asked for public comment. There was no public comment. Public comment closed.

Mr. Kavanaugh asked if the proposed tower will affect Mr. VanDoorn's plans to build in the future. Mr. McNeil stated that there are no concerns from a zoning stand point. Mr. McNeil stated that he forwarded the email to Mr. Babich so he is aware of Mr. VanDoorn's concerns. Mr. Babich stated that Mr. VanDoorn is concerned about apple trees being removed. Mr. Babich stated that the trees are on Mr. VanDoorn's property and will not be removed.

The Planning Commission reviewed and approved the General Findings, Finding of Fact Under Section 17.13.1.a, Finding of Fact Under Section 17.13.2.b, Findings of Fact Under Section 18.7 and the Specific Findings of Fact Under Section 20.10. **Motion** by Mr. Freese, seconded by Mr. Kavanaugh, to approve the special use permit based on the General Findings, Finding of Fact Under Section 17.13.1.a, Finding of Fact Under Section 17.13.2.b, Findings of Fact Under Section 18.7 and the Specific Findings of Fact Under Section 20.10 subject to Department of Building Department Safety requirements. Motion carried. 8 Ayes (Bartlett, Freese, Kavanaugh, Borowicz, Croft, Ostwald, Lyon, Jazdyk), 0 Nays, 1 Absent (Churchill)

#### **Toni Wilson**

Requests a Site Plan Review Amendment for a change of use from Restaurant, Salon (Office) and Retail Use with outdoor seating and outdoor display to Bar Use with outdoor seating (Sections 13B.2.2). The property is located at 3499 South M-27, Tuscarora Township, section 24, parcel #161-024-200-006-00 and is zoned Village Center Indian River Overlay (VC-IR-O).

Mr. McNeil stated that it was brought to his attention yesterday that Ms. Wilson's site plan amendment approval could be approved as an administrative amendment which is approved by staff. Mr. McNeil provided a copy of section 20.14 that sets forth the provisions for administrative approval of site plan review amendments. Mr. McNeil stated that Ms. Wilson's site plan amendment application was approved under section 20.14.7. Mr. McNeil reviewed that the four conditions that must be met under this section when there is an administrative approval. Mr. McNeil stated that he notified Ms. Wilson that this application was approved administratively.

#### **UNFINISHED BUSINESS**

##### **2018 Capital Improvement Program – Program Summary and Project Descriptions**

Mr. McNeil stated that the Planning Commission has received the project descriptions and the summary sheet for their review. Mr. McNeil stated there is only one new project by the Road Commission relative to Levering Road. Mr. McNeil stated he was notified that there will probably be changes to the Cheboygan County Maintenance Department. Discussion was held. **Motion** by Mr. Freese, seconded by Mr. Kavanaugh, that the Cheboygan County Road Commission Levering Road project be classified as a needed project. Motion carried. 8 Ayes (Bartlett, Freese, Kavanaugh, Borowicz, Croft, Ostwald, Lyon, Jazdyk), 0 Nays, 1 Absent (Churchill)

##### **Draft Zoning Ordinance Amendment Relating To Assembly Halls**

Mr. McNeil stated that he has reviewed private clubs and lodges and he recommends that those uses can also be placed under the Assembly, Educational or Social Event Facility definition. Mr. McNeil stated that the amendment document has been amended accordingly. The Planning Commission asked that Mr. McNeil forwards the proposed amendment to legal counsel for review.

**NEW BUSINESS**

No comments.

**STAFF REPORT**

Mr. McNeil stated that there are four special use permit applications, one site plan review application, a public hearing for the ordinance amendment on the dwellings and a rezoning application scheduled for the April 19, 2017 Planning Commission meeting. Discussion was held.

**PLANNING COMMISSION COMMENTS**

Mr. Freese provided an update on Commissioner Tony Matelski. Discussion was held.

**PUBLIC COMMENTS**

Mr. Muscott stated that he talked with Mr. McNeil regarding the boathouse amendment that was discussed last year. Mr. Muscott stated he does not know that it needs a survey or if it will just require being properly noticed that an amendment is being discussed. Mr. Muscott stated he would like to see this amendment moving forward in case someone would like to build a boat house before the end of summer.

Mr. Brown asked if the Capital Improvement Plan only includes 2018 or does it also include 2017. Ms. Croft stated that it is for the next year. Mr. Brown stated that the 2016 Capital Improvement Plan included money for the Humane Society expansion which was not done. Mr. Brown asked if this project should have been included in the 2017 Capital Improvement Plan. Mr. McNeil stated that the Capital Improvement Plan is a plan for the next year. Mr. McNeil stated that it is a forward proposed document. Mr. McNeil stated that many places use it as a budgeting document for the upcoming year. Mr. McNeil stated that the current year is not included in the document. Mr. McNeil stated that if the project was not completed it may be appropriated for the current year or it may be deemed complete. Mr. Kavanaugh asked if a project is automatically added to the next Capital Improvement Plan if it is not completed. Mr. McNeil stated no. Mr. McNeil stated that just because a project is included in the Capital Improvement Plan does not mean that it will be done. Discussion was held.

**ADJOURN**

**Motion** by Mr. Kavanaugh to adjourn. Motion carried. Meeting was adjourned at 7:51 pm.



Charles Freese  
Planning Commission Secretary



# CHEBOYGAN COUNTY PLANNING COMMISSION

870 SOUTH MAIN ST., ROOM 103 ■ PO BOX 70 ■ CHEBOYGAN, MI 49721  
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## CHEBOYGAN COUNTY PLANNING COMMISSION MEETING & PUBLIC HEARING WEDNESDAY, APRIL 19, 2017 AT 7:00 P.M. ROOM 135 – COMMISSIONER'S ROOM - CHEBOYGAN COUNTY BUILDING

**PRESENT:** Bartlett, Freese, Kavanaugh, Borowicz, Croft, Ostwald, Lyon, Churchill, Jazdyk  
**ABSENT:** None  
**STAFF:** Scott McNeil  
**GUESTS:** Carl Muscott, Eric Boyd, Cal Gouine, Bob Lyon, Raymond P. Rocco, John F. Brown, John Moore, Russell Crawford, Cheryl Crawford, Chris Brown, Tom Redman, Bob Elliott, Debbie Elliott, Richard Bacon, Travis Babcock, Edward Jeannotte, Sandy Jeannotte, Charles Maziasz, Karen Johnson, Brian Fullford, Ed Shovan, Toni Linn, Harold Winchell, Scott Kelley, Andy Stempky, Dana Stempky

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

### PLEDGE OF ALLEGIANCE

Chairperson Croft led the Pledge of Allegiance.

### APPROVAL OF AGENDA

The meeting agenda was presented. **Motion** by Mr. Kavanaugh, seconded by Mr. Churchill, to approve the agenda as presented. Motion carried unanimously.

### APPROVAL OF MINUTES

The April 5, 2017 Planning Commission minutes were presented. **Motion** by Mr. Borowicz, seconded by Mr. Kavanaugh, to approve the meeting minutes as presented. Motion carried unanimously.

### PUBLIC HEARING AND ACTION ON REQUESTS

**An Ordinance to amend the Cheboygan County Zoning Ordinance #200** to amend the definition of dwelling and family to allow short term rental of dwellings.

Mr. McNeil stated this amendment will allow for short term rental of dwelling units. Mr. McNeil stated that currently the Zoning Ordinance defines a dwelling and a family and provides for that use as a permanent use. Mr. McNeil stated that there has been a lot of activity in the county where dwellings have been rented out for the week or weekend during the summer months. Mr. McNeil stated that an ordinance amendment is needed to make this use legal. Mr. McNeil stated that the Planning Commission is amending the definition of dwelling to take the reference of permanent use away and allow for the temporary use and the use by more than one family. Mr. McNeil stated that the new definition of family and the new definition of dwelling will allow the short term rental of a dwelling to be legal.

Ms. Croft asked for public comments.

Ms. Linn stated that she has owned a home in Beaugrand Estates for 20 years. Ms. Linn explained that Beaugrand Estates is a quiet and safe subdivision and that she and her neighbors would like to keep it that way. Ms. Linn stated it is not appropriate for the Planning Commission to change the ordinance to allow weekly rentals in residential areas and subdivisions. Ms. Linn purchased her home in this subdivision because it was quiet and safe. Ms. Linn stated that allowing short term rentals will allow anyone to rent their home, which will bring strangers who are possibly dangerous into the small community. Ms. Linn stated, as they have experienced in the past, this use has brought in strangers who are loud and boisterous and disregard the rights of the residents who own property and pay property taxes. Ms. Linn stated that in the past renters have driven through the subdivision at a high rate of speed and put the safety of the children riding their bikes at risk. Ms. Linn stated that she has been told that renters have walked onto the adjacent property and stolen firewood. Ms. Linn stated she was also told that the renters had a bonfire and put a log against a neighbor's tree that was still burning and it burned the tree. Ms. Linn stated that the tree had to be cut down. Ms. Linn stated that changing this ordinance may result in higher insurance rates for property owners. Ms. Linn stated that changing this ordinance will discourage future buyers from buying a home in

this subdivision as no one wants to live in a community with weekly rentals. Ms. Linn stated that weekly rentals will decrease the values of the existing homes, which is not fair to those who believed they were purchasing a home in a residential location and not a commercial location. Ms. Linn stated that Cheboygan offers numerous hotels for those that want to visit the beautiful community. Ms. Linn stated it is unjust to allow strangers to come into the subdivision in order for a small minority to prosper financially at the cost of the safety of the majority who want nothing more than to enjoy their home and feel safe in their community. Ms. Linn stated that many of those who want to rent their homes on a weekly basis do not live in Cheboygan or even in Michigan. Ms. Linn stated that they want to force their desire for financial gain on those who do live here. Ms. Linn questioned how this is fair to the homeowners of Cheboygan County who contribute to this community in so many ways including payment of taxes and spending money in Cheboygan County. Ms. Linn stated that a home may be the most important and expensive purchase that is made. Ms. Linn stated that she wants to maintain the property values for the safety of the communities. Ms. Linn stated that if the Planning Commission votes to allow weekly rentals, they are voting to put the financial desires of the minority above the interest and welfare of the majority which is not right. Ms. Linn stated that the Planning Commission is appointed to this commission to represent those who live in Cheboygan County and to do so in the best interest of all. Ms. Linn asked that the Planning Commission vote against changing the ordinance that allows weekly rentals and continue to make weekly rentals against county ordinance.

Mr. Winchell stated that he lives in Beaugrand Estates and agrees with Ms. Linn completely. Mr. Winchell stated that he has lived there for 50 years and they work hard to keep this as a quiet neighborhood. Mr. Winchell stated that he lives next to the access lot and he does not want to see a situation where people use this access lot and are noisy and stay into the night.

Mr. Jeannotte stated that he has lived in Beaugrand Estates for over 30 years. Mr. Jeannotte noted that Ms. Linn has stated many of his feelings and concerns regarding this proposed amendment. Mr. Jeannotte stated that their community is quiet and safe and that he has raised his family here. Mr. Jeannotte stated that they purchased this property because of the quiet atmosphere and because it is close to town. Mr. Jeannotte stated that weekly rentals bring a whole other element to their community. Mr. Jeannotte stated that he is not in favor of weekly rentals as their home is the biggest asset that they own. Mr. Jeannotte stated that they have been in this community for a long time. Mr. Jeannotte stated that they spent a lot of time thinking about where they wanted to live and they want to protect their home. Mr. Jeannotte stated that he and his wife are adamantly opposed to allowing rentals on weekly or weekend basis.

Mr. Kelley stated that he has lived in Beaugrand Estates for 24 years. Mr. Kelley stated that this is a quiet and peaceful community and a place where you can play street hockey in the road. Mr. Kelley stated that he understands this is a beautiful place and that is why they live there. Mr. Kelley stated that there are issues with long term rentals and landlords had to be contacted. Mr. Kelley stated that with short term rentals you can run into issues also. Mr. Kelley stated that these are individuals who are not necessarily invested in the community as they do not live in this area. Mr. Kelley stated that this community is important and a whole different world is opened up when short term rentals are allowed.

Mr. Muscott stated he appreciates the residents of Beaugrand Estates and the issues that they have regarding rentals. Mr. Muscott stated that there are hundreds of people who are looking for economic relief under lake shore properties by using short term rentals. Mr. Muscott stated it is a growing economic factor in Cheboygan County. Mr. Muscott stated that issues within Beaugrand Estates may be better controlled with homeowner association or covenants or restrictions within the neighborhood. Mr. Muscott stated that hopefully, we would not have a county wide planning that would be controlled by one or two neighborhoods that want more restrictions.

Ms. Linn appreciates Mr. Muscott's comments, but this situation not only affects Beaugrand Estates. Ms. Linn stated that they purchased their home thinking that they were in a residential area. Ms. Linn stated that weekly renters will have no regard for the neighborhood. Ms. Linn stated that the property owners may be out of the county or out of the state and they only care about the money. Ms. Linn stated that by allowing weekly rentals would be punishing the people who are here and who pay their taxes. Ms. Linn stated that Beaugrand Estates does have articles of incorporation that are legally enforceable and it does restrict the use of homes to single family dwelling homes. Ms. Linn provided an example of a property owner who lives in Florida and bought the residence in Beaugrand Estates just to rent. Ms. Linn stated that the only reason they were able to prevent this short term rental was because of the Zoning Ordinance. Ms. Linn stated that in the past they have had problems with three rental properties. Ms. Linn stated that she is talking about Beaugrand Estates but this amendment will affect everyone in the county. Ms. Linn stated that no one wants to live next to a weekly rental property because the renters do not care that it is your property or belongings. Ms. Linn stated this will allow anyone to rent a house and others will end up dealing with the same problems that they have dealt with in Beaugrand Estates.

Mr. Stempky stated that not all owners are out of state. Mr. Stempky stated that we live in a beautiful area that tourists love to come to. Mr. Stempky stated that there are hotels, but families like to come and stay at a lake location because it gives

them a unique experience. Mr. Stempky stated that some families move to this area. Mr. Stempky stated that the families spend money in the area. Mr. Stempky stated that it is not all out of state owners. Mr. Stempky stated that he tries to be a good landlord. Mr. Stempky stated that he provides his phone number and tell them to call if there are any issues. Mr. Stempky stated that the neighbors have his number and can call if there are any issues. Mr. Stempky stated that the lake association has been in support of them. Mr. Stempky stated that they provide service to people who have family members visiting. Mr. Stempky stated that he supports this amendment.

Ms. Jeannotte stated that she is adamantly opposed to this zoning ordinance amendment. Ms. Jeannotte stated that her concerns are regarding safety and security. Ms. Jeannotte stated that she does not know how people are vetted in order to rent these homes. Ms. Jeannotte stated that this is a huge concern. Ms. Jeannotte stated that when she and her husband travel and they rent places they are vetted quite extensively. Ms. Jeannotte stated that they have experienced first hand weekly rentals in Beaugrand Estates and it was disturbing when her children were home and they could not play in the yard. Ms. Jeannotte stated that many of the people who purchase these homes are not neighbors to the homes that they rent. Ms. Jeannotte stated that she is against this amendment.

Ms. Elliott asked if it is possible for this to go on a ballot for the community to vote on as opposed to being decided at this level. Ms. Elliott stated that something this significant should get a community vote.

Mr. Maziasz (Aloha Township) stated that short term rentals are an important factor in our community and around the lake. Mr. Maziasz stated that there are a lot of cottages that are short term rentals and cause no issues at all. Mr. Maziasz stated that they are family oriented. Mr. Maziasz stated that if there are any issues the Sheriff's Department can be contacted. Mr. Maziasz stated that short term rentals are being categorized as having bad people. Mr. Maziasz stated that they are not bad people. Mr. Maziasz stated that they have an extensive amount short term rentals and they do not have any issues. Mr. Maziasz stated that if there are any issues, it is dealt with through enforcement. Mr. Maziasz stated that you must consider what these people bring into the community as they spend money in the area. Mr. Maziasz stated that it is a great economic growth for our community. Mr. Maziasz stated that if there are any issues there is enforcement to take care of it.

Mr. Elliott stated that there are five cabins in his association and they have rules and regulations that they give to the renters. Mr. Elliott stated that the subdivision should have rules also and the rules should be enforced. Mr. Elliott stated that if they have any issues they will talk to the homeowner and get the matter resolved. Mr. Elliott stated that short term rentals should be allowed. Mr. Elliott stated that their cabin area is nice and it encourages families to get together and rent.

Ms. Stempky stated that she is in favor of short term rentals. Ms. Stempky stated that she lives next door to her rentals that she owns. Ms. Stempky stated that in the past 17 years she has never had an issue. Ms. Stempky stated she has quite a few people that returned numerous times. Ms. Stempky stated that they buy groceries and gas. Ms. Stempky stated that they have not had any problems and this helps Cheboygan.

Public comment closed.

Mr. Kavanaugh stated that these rentals have been going on for many years in Cheboygan County with only several incidents that needed enforcement by zoning. Mr. Kavanaugh stated that this is an economic boost. Mr. Kavanaugh stated that subdivisions can have their own ordinance against short term rentals. Mr. Kavanaugh stated that the Planning Commission has heard a lot of comments (verbal and written) from both sides. Mr. Kavanaugh believes that with proper enforcement these rentals should be allowed in all areas of Cheboygan County. Mr. Kavanaugh stated that there hasn't been a large number of complaints and police activities regarding short term rentals. Mr. Kavanaugh stated Mr. Maziasz is a township supervisor with a lake in his township and he believes this is good for the economy. Mr. Kavanaugh stated this is a good economic boost and there are ways to regulate the concerns that have been discussed.

Mr. Freese stated the taxes are astronomical for people with lake property. Mr. Freese stated that a lot of people can't afford to keep their homes and they are only able to do so by renting the home in the summer. Mr. Freese stated that the county is going down hill and we have to do something to prop it back up again. Mr. Freese stated that we have closed 3 out of the 4 primary schools in Cheboygan because the population is decreasing. Mr. Freese stated that these rentals bring a lot of money into the county. Mr. Freese stated if this money doesn't come into the county there are a lot of people who will not be able to keep these houses. Mr. Freese stated that he believes we should do anything we can to prop up Cheboygan County. Mr. Freese stated this is a good way to do it.

Mr. Jazdyk stated that he was a property owner on Mullett Lake and rented by the week and month for 16 years. Mr. Jazdyk stated that in all the time that he rented he did not have any problems. Mr. Jazdyk stated that any time he received a

complaint there was immediate follow up and he did not rent to the people again. Mr. Jazdyk stated he understands the issues in Beaugrand Estates. Mr. Jazdyk stated that he knows of four families that depend on rental income to stay in the area. Mr. Jazdyk stated that he believes that people can responsible rent and take care of properties. Mr. Jazdyk stated that the problems can be taken care of on an individual basis.

Mr. Borowicz stated that in some respect we may have more complaints if this amendment is approved. Mr. Borowicz stated that if this amendment is not passed, we will have a bigger enforcement problem because we will have to try to identify all the homes that are being rented illegally now. Mr. Borowicz stated that it is short sighted to have a regulation that you are not able to enforce.

Mr. Freese stated that the population in Cheboygan County is aging, according to the census. Mr. Freese stated that the number of young people staying in the county is decreasing and the number being produced is decreasing also. Mr. Freese stated that older people die and leave their property to their children who can't afford the taxes. Mr. Freese stated that these rentals are producing jobs. Mr. Freese stated that he owned a business for 40 years in Cheboygan County and the City of Cheboygan is happy with the way things were and they didn't want to make any changes. Mr. Freese stated that they want to become a retirement community.

Ms. Lyon stated if this amendment is approved, the rules for the rentals will not be made by the Planning Commission. Ms. Lyon stated that the rules have to be developed by the association. Ms. Lyon stated that members of the association will have to contact the association to request that rules are developed to make sure that they feel safe.

Mr. Kavanaugh stated that if there are issues the Planning Commission can reevaluate in the future.

**Motion** by Mr. Kavanaugh, seconded by Mr. Bartlett, to forward the amendment to the Cheboygan County Board of Commissioners with a recommendation for approval.

Board held discussion. Mr. Jazdyk asked is the definition of family elsewhere in the Zoning Ordinance. Mr. McNeil stated that we have two family dwelling, multi-family dwelling and the term family is used in other sections of the Zoning Ordinance. Discussion was held.

Motion carried. 8 Ayes (Bartlett, Freese, Kavanaugh, Croft, Ostwald, Lyon, Churchill, Jazdyk), 1 Nay (Borowicz), 0 Absent

**Triple D Disposal / Erica Wheelock/ Bonnie Nagy** - Requests a Special Use Permit for Waste Hauling (Section 7.3.13.) The property is located at 1988 Levering Rd, Beaugrand Township, parcel #041-026-300-003-05 and is zoned Light Industrial Development (D-LI).

Mr. McNeil stated that the applicant is proposing a waste hauling business. Mr. McNeil stated that this is not a waste disposal business and there is to be no waste on the site. Mr. McNeil stated that the only waste that would be on the site would be in a truck parked on the site overnight. Mr. McNeil referred to the site plan and noted the location of the existing office and proposed office addition. Mr. McNeil noted the location of where trucks will park and where empty dumpsters will be stored. Mr. McNeil stated that there isn't a use listing in the Zoning Ordinance for a waste hauler. Mr. McNeil stated that under section 7.3.13, the Planning Commission can make a determination that the proposed use is of the same general character as other uses allowed in Light Industrial. Mr. McNeil stated that parking is indicated on the site plan and there are two existing driveways; one on Levering Road and one on Inverness Trail Road. Mr. McNeil stated that there is also a residence on the property that the applicant is proposing to use.

Mr. Dixon stated that leachate stays in the truck and does not leak out as there is a seal. Mr. Dixon stated that they are dumping every other day and the trash is gone every two days. Mr. Dixon stated that there are five trucks. Mr. Dixon stated that he does not have as many dumpsters as he noted in the application and that he used a high number. Mr. Dixon stated that it is nice to keep everything in one area to keep an eye on. Mr. Kavanaugh asked how many dumpsters will there be on the site. Mr. Dixon stated that 100 were put on the plan, but he actually has 25. Mr. Jazdyk asked if maintenance of the trucks will be done at this site. Mr. Dixon stated that they have a garage with a drain. Mr. Dixon stated that they talked DEQ and they are able to haul their own water. Mr. Jazdyk asked if the trucks will be cleaned out on a regular basis. Mr. Dixon stated that they will clean the trucks out at the landfill and power wash the trucks at the car wash. Mr. Bartlett asked if the dumpsters will be cleaned on site. Mr. Dixon stated that they are not normally cleaned because they are empty. Mr. Dixon stated that there will not be any full dumpsters. Mr. Kavanaugh asked if the dumpsters are always clean. Mr. Dixon stated that usually, they are clean. Mr. Kavanaugh asked what is done with the dumpsters that are not clean. Mr. Kavanaugh asked if a closed system will be put in to pick up the leachate. Mr. Dixon stated that when they have had to wash one or two, they

were washed in the back of a truck with hot water with Dawn dish soap. Mr. Dixon stated that when the dumpster was picked up the water went into the truck and was then taken to the landfill.

Mr. Ostwald asked if there will be loading from one truck to another truck on site. Mr. Dixon stated no they are not allowed to transport it from one truck to another truck. Mr. Ostwald asked what was wrong with the other site. Mr. Dixon stated that there is more property at this location. Mr. McNeil stated that the last application reviewed was for a waste disposal facility which allowed transfer of waste on site. Mr. McNeil stated that this application does not propose the transfer of waste on site.

Mr. Jazdyk asked how long a truck will stay on site with waste in it. Mr. Dixon stated it would be two days and then they would go to the landfill. Mr. Ostwald asked what will happen on the weekend. Mr. Dixon stated that they work on Saturdays and they try to dump on Saturday.

Mr. Kavanaugh stated that historically there have been problems with waste handlers and waste haulers, so questions are being asked regarding leachate, odors, and flies. Mr. Dixon stated that he has stayed in contact with John Ozoga from the DEQ and they are meeting all the regulations.

Ms. Croft asked for public comments. Ms. Rocheleau stated that she is the Beaugrand Township Supervisor. Ms. Rocheleau stated that she submitted a letter for the Planning Commission to review. Ms. Rocheleau stated that her biggest concern is that even though waste haulers are not defined in the Solid Waste Management Plan they are mentioned in the plan. Ms. Rocheleau stated that the township board believes that this should be addressed by the Solid Waste Management Plan instead of the applicant applying for a special use permit. Ms. Rocheleau stated that there is a lot of detail in the Solid Waste Management Plan but the plan must be amended. Ms. Rocheleau stated that the Board of Commissioners is looking at amending the plan at this time. Ms. Rocheleau asked that the Planning Commission postpone any decision on this application until the plan is amended. Ms. Rocheleau stated that waste haulers are not defined in the Zoning Ordinance and after she talked to John Ozoga (DEQ) there is no DEQ oversight on waste haulers at all unless it is a type A transfer station then they have to be licensed through the DEQ. Ms. Rocheleau stated that these issues should be addressed by the Solid Waste Management Plan. Discussion was held. Ms. Rocheleau stated that the Solid Waste Management Plan was adopted by the county in 2000 and it had to be supported by all the municipalities in Cheboygan County. Ms. Rocheleau stated that the plan addresses a lot of issues with solid waste. Ms. Rocheleau stated that when the business was located on Stoney Pointe Road it was in violation of the Solid Waste Management Plan. Ms. Rocheleau stated that the Cheboygan County Board of Commissioners are aware of this and they are proposing to put together a committee to amend the Solid Waste Management Plan. Ms. Rocheleau stated that some of the surrounding counties have either adopted or amended their plans and they have included waste haulers and have cited specific criteria. Ms. Rocheleau stated that the Planning Commission should let this request go through the process it should have gone through in the first place. Mr. Jazdyk stated asked what is a reasonable timeline. Ms. Rocheleau stated that the Cheboygan County Board of Commissioners will address this issue at their meeting the end of this month and hopefully by the first part of May they will look for committee members. Ms. Rocheleau stated that the township has a cleanup day on pavement every year. Ms. Rocheleau stated that the roll offs and packers leak something onto the ground. Mr. Jazdyk asked if the applicant is required to meet the current Solid Waste Management Plan standards that are in place. Ms. Rocheleau stated that waste haulers are only mentioned in the Solid Waste Management Plan and there is nothing specifically defined. Ms. Rocheleau stated that there is ambiguity in the plan itself, but the plan is there. Ms. Rocheleau stated that civil counsel has advised the Cheboygan County Board of Commissioners abide by the adopted Solid Waste Management Plan. Mr. Freese stated that we do not know what the proposed Solid Waste Management Plan will cover. Mr. Churchill asked if they will still need a special use permit. Ms. Rocheleau stated that the Solid Waste Management Plan will replace the special use permit process and the applicant's plan will be reviewed by the committee appointed by the Cheboygan County Board of Commissioners. Mr. Kavanaugh asked if the committee or the Cheboygan County Board of Commissioners will have the final authority. Ms. Rocheleau stated that it will have to be approved by each of the townships.

Mr. Churchill stated that this should be postponed to allow legal counsel to provide an opinion to the Planning Commission. Mr. McNeil stated that legal counsel has reviewed the Solid Waste Management Plan and advised that the plan deals with type a and type b facilities and not waste haulers. Mr. McNeil stated that the request could be tabled to the next meeting if the Planning Commission wants legal counsels opinion on reviewing the application. Mr. Churchill and Mr. Kavanaugh are in favor of tabling the request.

Mr. Kavanaugh asked Commissioner Gouine and Commissioner Brown if the committee will be established in the next month or so. Commissioner Brown stated that it is on their planning agenda for April 25, 2017. Mr. McNeil stated that this will not be a quick process.

Ms. Rocheleau stated that there are a lot of issues with this location. Ms. Rocheleau stated that it is located next to the airport and there will be issues with birds. Ms. Rocheleau stated that there are issues with drainage ditches and the watershed. Ms. Rocheleau stated that most of the criteria in the Solid Waste Management Plan describe a location like an industrial park with sewer and water.

Mr. Freese stated that the action taken on the Stoney Pointe Road site was probably not legal and the Planning Commission should not have approved the application. Mr. Freese stated that there were things that were covered by the Solid Waste Management Plan, which we didn't know about at that time. Mr. Freese stated that ignorance is no excuse. Mr. Freese stated that the site was approved. Mr. Freese stated that it caused problems for a long period of time. Mr. Freese stated that a lot of the things causing problems at the Stoney Point location are not in this application but there are potential problems. Mr. Freese stated that our regulation does not cover this use so the Planning Commission must come up with a finding that the use is similar to another use. Mr. Freese stated that we cannot exclude this use and the Planning Commission must find a place for the use. Mr. Freese stated that despite the applicant saying that the trucks are sealed, the fact is that they leak. Mr. Freese stated that this may be a violation that the DEQ can cover. Mr. Freese stated that he does not want to take any action on this request until legal counsel is at the meeting. Mr. Freese stated that if the Planning Commission approves this request there will have to be many restrictions to ensure that it doesn't become another mess like Stoney Pointe Road. Mr. McNeil stated that the Planning Commission has the findings of facts, recommendations, and standards that can address concerns. Mr. McNeil stated that if the application does not meet the standards, then the application is denied. Mr. McNeil stated that if the Planning Commission wants an opinion from legal counsel regarding the Solid Waste Management Plan then the request can be tabled. Mr. McNeil stated that legal counsel has helped to put together the different responses for the Planning Commissions for each of the standards. Mr. McNeil stated that legal counsel has also reviewed the recommended conditions of approval. Mr. Freese stated that he does not like to see the applicant put off to allow the Cheboygan County Board of Commissioners time to form a committee and then come up with a plan and then get 60% of the municipality's approval. Mr. Freese stated that this will take a considerable length of time to complete this process. Mr. Borowicz stated this could take six months. Discussion was held.

Ms. Johnson stated that she lives at the corner of Levering Road and Inverness Trail Road. Ms. Johnson stated that her well is within 10 feet of the property line. Ms. Johnson stated that these trucks do leak and questioned what will happen to her well if this request is approved. Ms. Johnson asked what will happen to her property as the depreciation value of what happens in this area is significant. Ms. Johnson stated that she purchased her property hoping that it would appreciate and she would eventually sell. Ms. Johnson stated this would not be the case if this request is approved for this site. Ms. Johnson stated that the applicant does not address other buildings that are on the site plan. Ms. Johnson stated that the applicant has received a certificate of occupancy from the Department of Building Safety. Ms. Johnson questioned what is the current legal use of this property and if the buildings are being used for what has been approved. Ms. Johnson stated that a certificate of occupancy is required, it needs to go through a correct process which is through an architectural firm. Ms. Johnson stated that this process was not followed. Ms. Johnson questioned how this use that is detrimental can be put in this area.

Mr. Rocco stated he has known the applicant and his family for a long time. Mr. Rocco stated that he has owned a home on Inverness Trail Road for 7 years. Mr. Rocco stated that he has 4 children. Mr. Rocco stated that he has picked up numerous bags of garage from the ditches. Mr. Rocco stated he has found scrap metal (derby car door and bicycle) in the ditch. Mr. Rocco stated he is trying to clean up the neighborhood. Mr. Rocco stated he is not disputing that there is some sort of containment and it will not leak, but questioned what will happen if it does leak. Mr. Rocco stated that regarding the airport, he is concerned about birds being around due to the garbage. Mr. Rocco stated he does not believe this will be good for the community.

Public comment closed.

Board held discussion. Mr. Kavanaugh stated that it is reasonable to table this request until questions have been answered by legal counsel. Mr. Jazdyk stated that he would like to know what specifically the Planning Commission will be asking legal counsel. Mr. Kavanaugh stated that the questions will be: 1. How the Planning Commission can review the request, 2. What can be done for bonds, 3. What can be done for leachate.

Mr. Kavanaugh stated that it will give us time to talk to John Ozogga (DEQ) regarding collecting and hauling. Mr. Kavanaugh stated that they were not allowed to do this at the other site. Mr. Kavanaugh stated that it will allow Mr. McNeil time to check with the DEQ to see if there is any oversight. Mr. Jazdyk requested that the list of questions be provided to the Planning Commission in the next packet. Mr. Freese stated that it is up to the Planning Commission to come up with questions that need to be answered. Mr. Freese stated that by the next meeting each Planning Commission member should provide a list of

questions that they feel are pertinent to this request. Mr. Freese stated that the list of questions will be put together and presented at the next meeting to the applicant and legal counsel. Discussion was held.

**Motion** by Mr. Kavanaugh, seconded by Mr. Churchill, to table the request until the May 17, 2017 Planning Commission meeting to allow Planning Commission members and the public to have questions ready for the May 3, 2017 meeting. Motion carried unanimously.

**RACC Enterprises, LLC and Griswold Mountain Properties, LLC** - Requests a Special Use Permit for a wireless communication facility (Section 17.13.). The property is located at 6444 Griswold Mountain Drive, Tuscarora Twp., section 12, parcel #161-012-300-003-01 and #161-012-300-003-01, and is zoned Agriculture and Forestry Management (M-AF).

Mr. McNeil referred to the proposed site plan and noted the proposed location for the 120 foot communication facility for internet. Mr. McNeil noted that this is the same site plan that was submitted to the Planning Commission for another communication facility that was going to be put on a reconstructed lookout tower. Mr. McNeil noted that this is two parcels with over 190 acres.

Mr. Babcock stated that he is a wireless engineer for RACC Enterprises LLC. Mr. Babcock stated that they are trying to fill a need of the county. Mr. Babcock stated that a lot of people are looking to move to Cheboygan and one of the criteria is internet being available at their house. Mr. Babcock stated that the tower will cover a good area and it will allow them to branch out to Afton. Mr. Babcock explained that people who work from home and people who home school need the internet. Mr. Babcock stated that access to the internet is an issue and they are trying to help address this issue. Mr. Babcock stated that this is not a huge tower and is hidden in the trees. Mr. Babcock stated that the tower is short and there are no lights at the top and there are no problems with the FAA.

Mr. Churchill asked what is the frequency of this tower. Mr. Babcock stated that this tower will be using the 3.65 gigahertz band. Mr. Churchill asked how far out is the radiation pattern. Mr. Babcock stated that this one will reach about 8 miles.

Ms. Croft asked for public comments. There were no public comments. Public comment closed.

**Motion** by Mr. Freese, seconded by Mr. Kavanaugh, to grant the topography waiver request. Motion carried unanimously.

The Planning Commission reviewed and approved the General Findings, Findings of Fact Under Section 17.13.1, Findings of Fact Under Section 17.13.2b, the Finding of Fact Under Section 18.7 and the Specific Findings of Fact Under Section 20.10. **Motion** by Mr. Freese, seconded by Mr. Kavanaugh, to approve the special use permit based on General Findings, Findings of Fact Under Section 17.13.1, Findings of Fact Under Section 17.13.2b, the Finding of Fact Under Section 18.7 and the Specific Findings of Fact Under Section 20.10. Motion carried unanimously.

**Edward Shovan** - Requests a Special Use Permit for Boat Storage and Indoor Storage Facility (50 ft. x 144 ft.) and a change of use for an existing structure from Private Storage to Indoor Storage Facility (40 ft. x 144 ft.) (Sections 6.3.14. and 6.3.16.). The property is located at 1771 and 1829 South Straits Highway, Tuscarora Twp., section 7, parcel #161-007-300-010-01 and #161-012-300-010-02, and is zoned Commercial Development (D-CM).

Mr. McNeil referred to the site plan and stated the building to the north represents the existing structure that is 40 feet x 144 feet and is proposed for the change of use to indoor storage. Mr. McNeil stated that the area to rear is proposed for outdoor boat storage. Mr. McNeil stated that to the south is the location of a proposed building that will be 50 feet x 144 feet. Mr. McNeil stated that this building is proposed for indoor storage.

Mr. Fullford stated that the property is zoned Commercial Development and there is a need for commercial storage buildings. Mr. Fullford stated that Mr. Shovan has done a good job with the grading on the site. Mr. Fullford stated that there is an adequate storm retention area. Mr. Fullford stated that Mr. Shovan has put in the approaches per county requirements. Mr. Kavanaugh asked if the only outside storage is behind the building. Mr. Fullford stated yes. Mr. Fullford stated that he understands that someone may bring a boat to the site to be stored and Mr. Shovan will have it put away within one or two days. Mr. Fullford stated that he understands outside storage is limited to boats. Mr. Fullford stated that the site will be kept orderly. Mr. Fullford stated that Mr. Shovan does a good job at keeping the sites clean.

Ms. Croft asked for public comments. There were no public comments. Public comment closed.

Mr. Borowicz stated that there were a couple of waiver requests and based on the site plan they are not necessary.

The Planning Commission reviewed and approved the General Findings, the Finding of Fact Under Section 18.7 and the Specific Findings of Fact Under Section 20.10. **Motion** by Mr. Kavanaugh, seconded by Mr. Churchill, to approve the special use permit based on the General Findings, Finding of Fact Under Section 18.7 and the Specific Findings of Fact Under Section 20.10 subject to:

1. Outside storage is for boats only.
2. Department of Building Safety requirements must be met.
3. Signs must meet the requirements of Section 17.19.
4. All outdoor lighting must be notated on the site plan.

Motion carried unanimously.

**Robert Andrews** - Requests a Special Use Permit for an Indoor Storage Facility (30 ft. x 140 ft.) (Section 6.3.16.). The property is located at 6123 North Straits Highway, Inverness Twp., section 34, parcel #091-034-400-006-03, and is zoned Commercial Development (D-CM).

Mr. McNeil referred to the proposed site plan and stated there are existing mini storage structures currently on the site that are parallel to North Straits Highway. Mr. McNeil stated that a new structure, just like the existing structure, is proposed as indicated on the site plan. Mr. McNeil stated that the size of the proposed structure is 30 feet x 140 feet.

Ms. Croft asked for public comments. Mr. Pond stated that he is a neighbor and has lived at this location for 26 years. Mr. Pond stated that Mr. Andrews has been a good neighbor and has kept the place up. Mr. Pond stated that the site is landscaped nicely and there are no loud noises. Mr. Pond stated that this has not bothered him and he lives next door. Public comment closed.

**Motion** by Mr. Freese, seconded by Mr. Borowicz, to grant the topography waiver request. Motion carried unanimously.

The Planning Commission reviewed and approved the General Findings, the Finding of Fact Under Section 18.7 and the Specific Findings of Fact Under Section 20.10. **Motion** by Mr. Freese, seconded by Mr. Kavanaugh, to approve the special use permit based on the General Findings, Finding of Fact Under Section 18.7 and the Specific Findings of Fact Under Section 20.10 subject to meeting Soil and Sedimentation requirements and Department of Building Safety requirements. Motion carried unanimously.

**Thomas Redman / Exodus 33:13, LLC** - Requests a rezoning from Agriculture and Forestry Management District (M-AF) to Light Industrial Development District (D-LI). The property proposed to be rezoned is located in Walker Township, Section 5 and described as follows; Parcel #220-005-200-001-01 described as, COM NE COR OF NW1/4 OF NE1/4, SEC 5, T34N,R1W; TH WLY 250FT ALG N SEC LI; TH S 300FT; TH E 250FT TO E LI OF NW1/4 OF NE1/4; TH N 300FT TO POB, PT OF NW1/4 OF NE1/4. Also Parcel #220-005-200-002-00 described as, COM AT NE COR OF NW1/4 OF NE1/4, SEC 5, T34N,R1W; TH W 325FT TO POB; TH S 300FT; TH W 200FT; TH N 300FT TO N. SEC LI; TH E TO POB, PT OF NW1/4 OF NE1/4

Mr. McNeil stated that Mr. Redman is requesting rezoning of two parcels from Agriculture and Forestry Management to Light Industrial. Mr. McNeil stated that the size of the parcels together is 3.2 acres. Mr. McNeil stated that Mr. Redman has plans to expand the facilities for his business which lies on the north side of M-68. Mr. McNeil stated that this area is projected for Light Industrial on the Future Land Use Map.

Mr. Redman stated that he is the President of Tube Fab which is located on the north side of M-68. Mr. Redman stated that there is also a manufacturing facility located on the south side of M-68. Mr. Redman stated that he would like to build a storage facility. Mr. Redman stated that he is getting more work and it is filling up his floor space in the main factory on the north side of the road. Mr. Redman stated that machines that are used for service work periodically are pulled every six months or every two years. Mr. Redman stated that these machines must be stored when they are not being used. Mr. Redman stated that this will be the primary use. Mr. Redman stated that the front part of the building will be used as a training center. Mr. Redman stated that he wants to be the employer of choice in Cheboygan County.

Ms. Croft asked for public comments. Mr. Muscott congratulated Mr. Redman on expanding. Mr. Muscott stated that more of this is needed in Cheboygan County. Public comment closed.

The Planning Commission reviewed and approved the General Findings:

1. The Planning Commission finds that the application for rezoning is made by Thomas Redman. See exhibit 4

2. Thomas Redman is the property owner.
3. The Planning Commission finds that the applicant proposes rezoning of the property, as provided in the application, from Agricultural and Forestry Management District (M-AF) to Light Industrial Development District (D-LI). See exhibit 4.
4. The Planning Commission finds that the legal description of the property, proposed to be rezoned, is included with the application. See exhibit 4.
5. The Planning Commission finds that the Cheboygan County Master Plan Future Land Use Map designates the area where the proposed rezoning is being proposed as Light Industrial, Forestry/Agriculture and Rural Commercial Node and the parcels proposed to be rezoned Forestry/Agriculture. See exhibit 11
6. The Planning Commission finds that the lots neighboring the property are currently zoned Light Industrial Development District (D-LI) and Agriculture and Forestry Management District (M-AF)

The Planning Commission reviewed and approved the Rezoning Factors:

1. Is the proposed rezoning reasonably consistent with surrounding uses?
  - A. The Planning Commission finds that based upon the information provided in the staff report, which includes the subject area located on the Cheboygan County Master Plan Future Land Use Map, that the property is surrounded on north, south and west by land in the Light Industrial future land use category. See exhibit 7 figure 2.
  - B. The Planning Commission finds that the neighboring property to the west and north contains industrial uses.
  - C. The Planning Commission finds that the Cheboygan County Master Plan states that actual land use goals may be better described by an adjacent Future Land Use category and the surrounding properties are mostly designated as a Light Industrial future land use category.  
*This standard has been met.*
2. Will there be an adverse physical impact on surrounding properties?
  - A. The Planning Commission finds that there is no evidence that the proposed rezoning would result in an adverse physical impact on surrounding properties. Activities which could occur if the subject property is rezoned would not physically disturb the properties surrounding the land proposed for the rezoning. See exhibit 1 and 4.
  - B. The Planning Commission finds that, as per the adopted Cheboygan County Master Plan, the future land use categories for land surrounding the property on the north, south and west is Light Industrial and an area to the east Rural Commercial Node. There is support in the Master Plan that this proposed rezoning would allow land uses which would be compatible with surrounding properties and meet the County's land use goals. See exhibit 2.  
*This standard has been met.*
3. Will there be an adverse effect on property values in the adjacent area?
  - A. The Planning Commission finds that there is no evidence in the form of an appraisal or other document study which shows, that if the rezoning is granted, there would be an adverse effect on property values in the area.  
*This standard has been met.*
4. Have there been changes in land use or other conditions in the immediate area or in the community in general which justify rezoning?
  - A. The Planning Commission finds that Future Land Use Map designates an area to the east of the property as Rural Commercial Node and area to the north, west and south of the property as Light Industrial. See exhibit 2 and 11
  - B. The Planning Commission finds that the industry on the neighboring property has expanded and there is a need for jobs in the region and demand for this industry is a community need.  
*This standard has been met.*
5. Will rezoning create a deterrent to the improvement or development of adjacent property in accordance with existing regulations?
  - A. The Planning Commission finds that light industrial uses currently exist to the west and to the north of the property and there is no evidence that the rezoning would deter the improvement or development of adjacent property in accordance with existing regulations, much less future land use plans as proposed in Cheboygan County's Future Land Use Map. See exhibits 1, 2 and 11.  
*This standard has been met.*
6. Will rezoning grant a special privilege to an individual property owner when contrasted with other property owners in the area or the general public (i.e. will rezoning result in spot zoning)?

- A. The Planning Commission finds that neighboring property to the north south and west is currently zoned Light Industrial Development District (D-LI). As such, the proposed rezoning does not create a special privilege or result in spot zoning. See exhibit 11.
  - B. The Planning Commission finds that the rezoning of these properties would improve consistency of the zoning scheme for this area.  
*This standard has been met.*
7. Are there substantial reasons why the property cannot be used in accordance with its present zoning classifications?
- A. The Planning Commission finds light industrial uses to the west and north of the property. See exhibit 11.
  - B. The Planning Commission finds that given the Master Plan and Future Land Use Map, the rezoning would be more in line with uses allowed under the future land use designation for the area. See exhibit 2.  
*This standard has been met.*
8. Is the rezoning in conflict with the planned use for the property as reflected in the master plan?
- A. The Planning Commission finds that the Future Land Use Map designates an area to the north, west and south of the property as Light Industrial. See exhibit 2 and 11.
  - B. The Planning Commission finds that, as per the adopted Cheboygan County Master Plan, and Future Land Use Map, the future land use categories for surrounding properties may very well better describe the desired future land for the property and there is support in the Master Plan that this proposed rezoning would allow land uses which would be compatible with surrounding properties and meet the County's land use goals. See exhibit 2.  
*This standard has been met.*
9. Is the site served by adequate public facilities or is the applicant able to provide them?
- A. The Planning Commission finds that the property is or will be served by adequate public and private facilities by the applicant considering the type of uses which may be permitted on the property. See exhibit 3.  
*This standard has been met.*
10. Are there sites nearby already properly zoned that can be used for the intended purposes?
- A. The Planning Commission finds that there is little land area with road frontage on sites nearby for zoned for light industrial uses. See exhibit 11.  
*This standard has been met.*

**Motion** by Mr. Freese, seconded by Mr. Kavanaugh, to recommend approval of the rezoning to the Cheboygan County Board of Commissioners based on General Findings and the Rezoning Factors. Motion carried unanimously.

**Colony Beach Association** – Requests a Site Plan Review for a proposed condominium (Section 20.3.d). The property is located at 7491 McDonald Rd., 738 Colony Beach Ln., 694 Colony Beach Ln., 700 Colony Beach Ln., 693 Colony Beach Ln., 715 Colony Beach Ln., Benton Township, Section 29, parcel #104-029-100-056-01, #104-029-100-056-02, #104-029-100-056-03, #104-029-100-056-04, #104-029-100-056-05, and is zoned Lake and Stream Protection (P-LS).

Mr. McNeil stated that the Zoning Ordinance requires site plan review for condominiums. Mr. McNeil stated that this is a condominium conversion from a current association. Mr. McNeil stated that there are no changes being proposed to any of the structures or uses. Mr. McNeil stated that he has noted in the findings that there are a couple of non-conforming structures relative to side setback and front setback.

Mr. Fullford stated that based on the history, the original bylaws were executed in 1988 and the articles of incorporation were filed in 1989. Mr. Fullford stated that there have been many changes since this time. Mr. Fullford stated that they are nice residential units that are kept up well. Mr. Fullford stated that the reason for the conversion is for ease of ownership. Mr. Fullford stated that the units are owned with a stock certificate with undivided interest. Mr. Fullford stated that by creating a condominium each one can be fee simple ownership. Mr. Fullford stated that with the conversion, additional condominium bylaws will be created and will be more stringent to make changes. Mr. Fullford stated that 2/3 of property owners will have to agree to any changes. Mr. Fullford stated that all septic facilities and water facilities are up to code, but he is doing more homework on the water system. Mr. Fullford asked if the Planning Commission can approve the request and he will work with the Health Department as it is part of the statute.

Mr. Kavanaugh stated that the Health Department will require an inventory of what exists for sewage systems and water. Mr. Kavanaugh stated that Mr. Fullford will have to provide a schedule for sampling and maintenance of the septic systems. Mr. Kavanaugh stated that he has worked with Mr. Fullford before on other conversions.

Ms. Croft asked for public comments. There were no public comments. Public comment closed.

The Planning Commission reviewed and approved the General Findings and the Specific Finding of Fact Under Section 20.10. **Motion** by Mr. Freese, seconded by Mr. Kavanaugh, to approve the site plan review based on the General Findings and Specific Findings of Fact Under Section 20.10 subject to legal approval of the master deed and Health Department approval. Motion carried unanimously.

**UNFINISHED BUSINESS**

No comments.

**NEW BUSINESS**

No comments.

**STAFF REPORT**

No comments.

**PLANNING COMMISSION COMMENTS**

Mr. Freese provided an update on Commissioner Matelski.

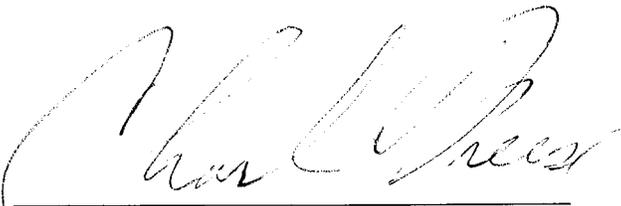
**PUBLIC COMMENTS**

Mr. Muscott stated that he talked with Tom Eustice (City of Cheboygan). Mr. Muscott stated that Mr. Eustice has waited approximately a month to hear back from Meijer if they are interested in participating in funding the waterline which would be required with the 425 agreement as the city does not have the funds to pay for it. Mr. Muscott stated that Mr. Jones (Meijer) conveyed that they are booked out through 2017-2018 and they may look at some progress in 2019. Discussion was held.

Mr. Kavanaugh asked if there are any permits for construction on the lakeshore in Topinabee across from the cabins by the public boat launch. Mr. Kavanaugh stated that the Soil Erosion Officer should look at this work that is being done. Mr. Muscott stated that a DEQ permit has not been issued for this project.

**ADJOURN**

**Motion** by Mr. Kavanaugh to adjourn. Motion carried. Meeting was adjourned at 9:00pm.



Charles Freese  
Planning Commission Secretary

Health Board Meeting  
March 21, 2017

The regular meeting of the District No. 4 Health Board was called to order by Chairman Steve Lang, March 21, 2017, at 10:00 a.m. The meeting was held in the Cedar Room of the District Health Department No 4, Alpena County, Alpena, Michigan.

**ROLL CALL**

**Present:**

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

**Absent:**

**Excused:**

**Others Present:**

Denise Bryan, Judy Greer,  
Karen Nowicki-Compeau, Scott  
Smith, Leah Werth, Matt Radocy,  
Cam Habermehl, Ann Marie Farrell

Bob Adrian Assumed the Chair as Chairman Lang needs to leave at 11:00 a.m.

**AGENDA CHANGES**

Move: Alpena Building Discussion and Resolution under Public Comment APR 2 2017

**RECEIVED**

CHEBOYGAN CO. CLERK

**MINUTES**

**February 21, 2017 Health Board Minutes:** Motion by LaFleche with support from Gouine to approve the February 21, 2017 Health Board Minutes as presented. Ayes all, motion carried.

**CLAIMS**

**February 22, 2017 through March 17, 2017:** Motion by Altman with support from Peterson to approve the Listing of Claims submitted from February 22, 2017 through March 17, 2017. Roll call vote. Fournier questioned whether we pay Alpena County for handling our funds. Would like discussion at a future meeting. Ayes all, motion carried.

**PUBLIC COMMENT**

**Board Resolution:** Bryan included in the packet a resolution for the Board in regards to the Patient Protection and Affordable Care Act of 2010. Bryan reviewed importance of health care advocacy and has asked that the Board support and sign the resolution.

Motion by Lang with support by Gouine to adopt the resolution to advocate for Patient Protection and Affordable Care Act and be authorized to be signed by the Board Chair and Health Officer. Bryan is scheduling meetings with representatives in Washington, DC while she is there presenting at the Zika Conference next week. Roll call vote. Ayes – all. Motion carried.

**Alpena County Building:** Had an executive session meeting on the Alpena County Building. Lang updated the Board on the meeting and the anticipated the outcome was to have attorneys discuss the transition of the building from Alpena County to Alpena Community College. Bryan gave more detail regarding the meeting. The intention was to remove Alpena County from the mix and return to the college 20 years in advance. Alpena Community College would take the building and transfer title to Northern Health Plan as currently being handled.

Alpena County requested from District Health Department No. 4 be responsible for up to \$12,000 for attorney fees. Bryan was not comfortable with authorizing this bill without Board approval and thought it was steep. Bryan shared her discussion with Bill Peterson with the Board. All the parties involved would have attorney fees and we don't want to be on the hook for all of the fees. Peterson was instructed that DHD#4 will pay \$1,000 for attorney fees for Alpena County to have a discussion with Bowden Brown, Northern Health Foundation attorney.

Habermehl updated the Board on a conversation with John Axe, Alpena County attorney. Discussion occurred if Alpena County doesn't want the building, what is the issue with this. We don't understand why DHD#4 financials need to be reviewed. Commissioner Daryl Peterson mentioned that this could happen in another 20 years. Lang does not have a problem with the department to start looking around for another location. Adrian stated that the building becomes Alpena County's building in December and they cannot give away a building according to their attorney. Habermehl mentioned that they don't want the building. Fournier mentioned that she is not sure that Alpena County doesn't want the building. Felt that the people that are getting the building should pay the attorney fees. The first hurdle is who is going to be paying attorney fees to begin transition in a legal, methodical manner. Alpena County will own the building in December. Discussion occurred regarding taking \$2,000 out of our fund balance.

Motion by Altman with support by Lang to allow \$2,000 to be used for attorney fees from fund balance for looking into the Alpena County Building. Roll call vote. Ayes all, motion carried.

**HEALTH DEPARTMENT REPORTS****MEDICAL DIRECTOR'S REPORT**

**Communicable Disease Report:** The report for February 1, 2017 through February 28, 2017 was mailed to the Board with the packet for the month. Meyerson was not in attendance.

Meyerson has previously distributed an email reminder about texting and driving and the risk that is occurring for distracted driving.

Influenza data was distributed. Physicians are still vaccinating for the influenza.

**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.

**2016 Year End Budget:** Greer reviewed the revised 2016 Year End Budget with the Board. The fund balance will increase by \$ 99,307.73. The fund balance is at 15.44% of the budget at the beginning of 2017.

**Compressor Repair:** Included in the packets was a quote to get a compressor for our heating and cooling system repaired. The cost to repair the compressor is \$3,901.00 and if additional freon is needed it would be an additional \$1,177.00. If it is decided to not repair the compressor at this time, we will still have a maintenance call fee.

Motion by Newman with support by LaFleche to authorize the repair from the proposal submitted by Weinkauf Plumbing and Heating Inc and apply for a grant to cover the costs through Northern Health Foundation. Ayes all, motion carried.

**Workers Compensation Audit:** The Department has completed its 2016 Workers Compensation Audit. It has been determined that we are owed a refund in the amount of \$3,415.00. Prior to the audit, Alpena Agency, had instructed us to have the auditors change a code due to it being the incorrect coding. The audit did not reflect this change; however, Alpena Agency is going to work with the company to ensure we receive the additional refund owed to DHD#4. The Home Health program had the potential for the largest claims in the past. Volunteers that work in our Adult Day Care are covered by NEMCSA, because they are employed by them and not us. Being proactive with safety is worth the effort to maintain safe work environments for staff and visitors to ensure our Workers Compensation claims stay low as they have been over the past few years.

## **PERSONAL HEALTH NURSING DIRECTOR'S REPORT**

**Administrative Staff Introductions:** Karen Nowicki-Compeau introduced Leah Werth, Public Health Nursing Supervisor. She also introduced Matt Radocy, our Emergency Preparedness Coordinator.

**WIC ME:** Recently completed the WIC ME Audit. There were many improvements since the last audit. There are some corrective plans that have been noted, however, action has already begun to correct them. WIC is one of our largest programs in all four counties.

**MyInsight:** Trainings for the new Electronic Medical Records will be coming up in the near future.

**ZIKA:** With spring break coming up, reminding people to be careful and safe in regards to the Zika virus. We wanted to get this information out to the public, and this is new required information for our Family Planning clinics.

**Lead:** Lead reporting results were previously considered high if the result was above 10 mcg/dl; now it has been dropped to 5 mcg/dl. We do provide lead testing in our WIC clinics. We follow up with all results that are above normal levels.

**Social Worker – Cheboygan:** The Department has hired a Social Worker for our Cheboygan/Presque Isle offices. The vacancy lasted approximately 4 months.

## **ENVIRONMENTAL HEALTH DIRECTOR'S REPORT**

**Hedgerow:** Food program running since first of year. Staff are moving forward with septic and water permits, anticipated going live by April 1<sup>st</sup>.

**National Environmental Health Association Conference:** National Environmental Health Association (NEHA) is hosting its Annual Educational Conference in Grand Rapids this July. It is almost a once in one's professional career to be able to attend this event in your own state. Last time in Grand Rapids (in Michigan), was 1984, even though we have a great supporting membership with NEHA. Various Michigan partners are working to help offset the part of the cost of attending this event as many Michigan EH Professionals can attend as possible. Smith obtained a grant for himself to attend through the FDA. Environmental Health staff can apply to MEHA for a grant to attend if they wish.

**ENVIRONMENTAL HEALTH DIRECTOR'S REPORT CONTINUED**

**Body Art Agreement:** The agreement with DHD#2 for Body Art automatically renews through April 2018. They have an individual trained to provide these inspections. DHD#4 does the enforcement, when applicable, to comply with the regulations.

**Radon testing:** Radon program is administered by Michigan Department of Environmental Quality (MDEQ). This program is an educational program and voluntary by the individuals that participate. Individuals are encouraged to contact the State for follow up with high levels of radon. We at DHD#4 do answer questions regarding results as well. Gouine asked what unacceptable levels were; Smith stated that 4 pCi/L required immediate action. A level of 2 pCi/l would warrant a retest. Bryan mentioned, additionally vapor intrusion from buried gasoline or chemicals from dry cleaners is becoming more of an issue and MDEQ is following up on properties of concern. Urban areas seem to have more concerns than rural areas.

LaFleche questioned the Hillman dump. People feel that the contaminants come from the dump and concern for a high rate of cancer in the immediate area. Smith can look into it and get more information regarding the site and see if it has been tested. Smith to report back.

Christina Bush has sent an email to Adrian about a Mercury awareness class in Alpena. Adrian asked if Smith would like to be involved in hosting this class. The timeframe is short as she is looking at the end of April. DHD#4 would be interested in assisting with this training. Adrian will forward information to Smith regarding this training.

**ADMINISTRATIVE HEALTH OFFICER'S REPORT**

**Northern Michigan Public Health Alliance Press Release:** Bryan included in the packet the press release regarding the Federal Budget Agency Budget Cuts and Congressional Health Care Repeal Proposals.

**Emergency Preparedness Budget Cuts:** Distributed in the packets is the Emergency Preparedness Budget cut for 7/1/17 – 6/30/18. There will be a 1.99504% cut in funding for this program. This results in a decrease in funding in the amount of \$2,435. Bryan stated that this is a disturbing trend to cut monies in critical public health programs.

**Strategic Planning with Staff:** The Strategic Planning process has been completed with all staff. Bryan is writing that report, and on April 13, 2017 at the Annual All Staff Meeting she will update the staff on this draft plan. With the preliminary strategic plan, next meet with the Board for strategic planning, including our mission, values, and logo review.

**ADMINISTRATIVE HEALTH OFFICER'S REPORT CONTINUED**

**All Staff Meeting:** April 13, 2017 has been set for the Annual All Staff Meeting. It will take place in Onaway. The Commissioners are invited to attend. The primary topic will be CQI.

**Office Closures:** March 1, 2017 all four offices were closed due to weather by 3pm. Bryan does not like to close offices since we are emergency preparedness responders. Safety is first. Bryan shared her decision and the reasoning behind the decision.

**Health Officer Goals:** Bryan shared her goals and objectives that are measurable and were included in the packet.

**Veteran's Services:** Bryan historically has not heard of providing services to Veterans. In the last 45 days, the discussion has begun. There may be new funding to serve Veterans. Bryan shared her telehealth experiences. Adrian shared that Alpena County does have a Veteran's Counselor; however, services are only for Alpena County. Bryan has distributed a handout on suicide in Michigan as well.

**Universal Access MDSS:** Bryan shared that all reported diseases go into a database that the State maintains. We have conversations statewide, and there may be a time that the nursing staff has access to the information statewide. In order for this to happen, 100% of Health Officers have to be in agreement.

**Tobacco – Age 21:** Tobacco Free - Age 21 is a movement that started in regards to tobacco health effects and e-cigarette concerns. They have raised the legal age of tobacco usage to age of 21 in some counties.

**Opiates, Heroin, and Carfentanil:** Bryan responded that the Michigan State Police attended her all staff meeting at DHD#2 to present on this topic. Bryan also mentioned a MSU/CDC micro-trial to look into opiates utilization in Northeast Michigan has been discussed. Adrian expressed interest in keeping up to date on the substance use/abuse data in the area.

**NEW BUSINESS**

None.

**OLD BUSINESS**

None.

**PROGRAM UPDATES:**

Matt Radocy, Emergency Preparedness Coordinator gave a presentation regarding the program. The outline for the presentation is attached to the minutes. Adrian suggested that all County Commissioners to do at least the ICS 100 training to give them a thorough understanding of the process.

**ADJOURNMENT**

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

Adjournment: 12:10 p.m.

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Robert Adrian, Vice-Chairman

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Daryl Peterson, Secretary/Treasurer

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Judy Greer, Recording Secretary

**REGULAR CITY COUNCIL MEETING**  
**March 28, 2017**

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

**Roll Call:**

Present: Riddle, Kwiatkowski, Bronson and Temple

Absent: Couture, Lavender and King

Councilwoman Riddle led the Pledge of Allegiance to the Flag.

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

**Approval of Agenda, and Receive and File all Communications:**

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

**Approval of Prior Meeting Minutes – March 14, 2017:**

Councilwoman Kwiatkowski moved to approve the Regular City Council Meeting Minutes of March 14, 2017 as presented; supported by Councilman Temple. Motion carried unanimously.

Councilwoman Riddle stated because she missed this meeting and the important issue regarding the Yacht Club, when would she address this? City Manager Eustice replied this matter is under General Business for discussion and she can address it at that time.

**Department, Board and Commission Reports:**

▪ **Planning Commission Meeting, March 20, 2017** – City Manager Eustice reported the number one item on the agenda was the Commission is in the process of drafting an Ordinance to allow raising of a certain amount of chickens in the City with housing, etc. New Commission Member Bill Horntvedt is writing an Ordinance, as he is familiar with some ordinances as he lived in Ann Arbor for several years and they had an ordinance that allowed up to six chickens. Commissioner Horntvedt will draft an Ordinance for the Commission to look at. The Commission made a recommendation to draft an ordinance to allow chickens, no roosters, and we are not certain yet if it will allow four or six chickens allowed on a residential property. Councilwoman Riddle asked if she is right to assume there is no Ordinance at this time. City Manager Eustice replied there is an Ordinance but you cannot be within 500 feet of a residence, so it really limits the number of properties in the City where chickens are allowed and there are some properties that would allow them, noting you currently need a couple acres. Director of Public Safety Jones stated procedurally we should not create a new ordinance, it should be an amendment to the Animal Control Ordinance we have now. City Manager Eustice responded good point. Councilwoman Riddle asked if there are currently people in the City that are raising chickens, referring to the Planning Commission minutes. Director Jones stated he is not aware of any. Councilwoman Riddle stated there is a residence on Lincoln, just down from the high school

## Regular City Council Meeting – March 28, 2017

that had chickens a year and one-half ago. They were free and not in their own yard. City Manager Eustice commented that is not going to be allowed, even with an amendment to the Ordinance. Mayor Bronson asked if the City is also looking at a permit for registration. City Manager Eustice replied yes, it will be a Land Use Permit. The criteria will also be laid out as to the type of housing/coop someone must have for chickens. Mayor Bronson stated the only comment he has is he believes at Tractor Supply, if you buy chicks, they will not sell any less than six. City Manager Eustice stated six seems to be the norm when looking at other ordinances in the State. Mayor Bronson commented six is for socialization. Mayor Bronson then asked if the City Manager has had the meeting on the Zoning Ordinance rewrite with Mr. Carlisle. City Manager Eustice replied no, stating Mr. Carlisle may be able to come up to Cheboygan probably sometime in April. Mayor Bronson wondered if the Zoning Ordinance rewrite would answer some of the questions contained in the RCC Resolution later on the Agenda. City Manager Eustice replied yes, as the Resolution lays out everything we need to do to come into compliance with the RCC recommendations.

- **Department of Public Safety Monthly Statistics, February 2017 - (Received and filed.)**

### **Resolutions:**

- **Consideration of Resolution Authorizing the Implementation of Recommendations Necessary to Receive a Redevelopment Ready Communities Certification** – City Manager Eustice stated the Resolution does not have to be read; just the motion on the Agenda would be sufficient. They did lay out 39 issues that the City needs to address to come into compliance to be a Redevelopment Ready Certified Community. Most of the issues are not very detailed, so they can be done relatively quickly. We are trying to get designated by the end of the year as a RRC. There is really no cost other than some internal labor that has to be done. The biggest key to being a certified RRC is the opportunity for grant funding, as they look very favorably at municipalities that are seeking grant funding and are a RRC. Mayor Bronson asked if there will come a time when Council will have to address specific changes contained in the Resolution. City Manager Eustice replied yes. Mayor Bronson asked if no. 35 in the Resolution should denote one and not on. City Manager Eustice replied yes, noting that one property information package has been completed, the old Cheboygan Hardware building, which will appear in the Opportunity Michigan brochure and the MEDC markets that to investors State wide for those looking for redevelopment properties. Eventually, when we are a certified RRC, we will be able to have multiple properties in the brochure. The brochure will be published the first part of May. Councilwoman Riddle asked the City Manager what percentage is done, i.e. two-thirds or less. City Manager Eustice replied about 66%, adding there is a report from the MEDC, RRC Findings, and that is where the 39 items came from. We are working with Christopher Germaine from the MEDC, who is a Certified Planner; he understands planning and zoning and the City Manager was really impressed with what Mr. Germaine knows about the Zoning Enabling Act and Planning Enabling Act. Mr. Germaine worked in Indiana and Ohio for a period of time, so he knows zoning and planning from other states, as well, and will be a really good asset for the City. Again, it does not cost the City anything to utilize Mr. Germaine's expertise. City Manager Eustice stated the biggest thing we need to accomplish is to finalize the Master Plan, once the Zoning Ordinance is done. The Master Plan has to be online (published). We have an over two-year old Master Plan draft. Councilwoman Riddle asked if a committee will work on that. City Manager Eustice replied there could be a committee, but at this point he is going to use the Planning Commission to prepare the Plan. We may break out a committee of Planning Commissioners and City Council to review it, which is not a bad option. It is

## Regular City Council Meeting – March 28, 2017

the responsibility of the Planning Commission to develop the Master Plan. Councilwoman Riddle asked if the Master Plan is approved by the Council. City Manager Eustice replied yes, noting there needs to be public hearings.

Councilwoman Riddle moved to adopt the Resolution Authorizing the Implementation of Recommendations Necessary to Receive a Redevelopment Ready Communities Certification; supported by Councilwoman Kwiatkowski. A roll call vote was taken; motion carried unanimously.

### General Business:

▪ **Discussion – Cheboygan Yacht Club Proposal to Lease City Property** - Councilwoman Riddle stated she noticed the Yacht Club is interested in three acres of property in the Major City Park for a long-term lease, asking what the City is going to be getting in terms of money for the three acres of property. City Manager Eustice answered that could be negotiated. The Yacht Club's proposal is to lease it for \$1.00 for a long period of time and the building would go on the tax roll as a building on leased land, so the City would get revenue from the property taxes of the facility. It could be negotiated to lease the property for a certain dollar amount. Councilwoman Riddle stated, in her way of thinking, Major City Park is being held in trust to the City for the use of the residents. Three acres out of the Major City Park being leased to an organization, which is only one of a number of organizations in town – what's to say the next organization is not going to come and say you leased property to this group, I want to lease some property in Major City Park. It's a Park set aside for the use of the full community, not to be piecemealed out by different organizations. Councilwoman Riddle then stated she is opposed and wanted to make that clear. City Manager Eustice stated this has been discussed with the Planning Commission a couple of times now, January and March, and he thinks a majority of the Planning Commission is opposed to leasing property to even a non-profit organization like the Yacht Club. At the Planning Commission meeting, Commissioner Granger suggested the Yacht Club come to the Commission with their site plan, but the City Manager thinks that is a step we need to do after the approval of leasing the land, or not. We first have to decide if we are going to lease a non-profit organization/a private entity property before we have them go through a site plan approval and have them spend money on drawings and architectural drawings and not have them be able to lease the property. Councilwoman Riddle then asked if all of the members of the Yacht Club City residents? City Manager Eustice and Mr. Ed Spangler replied no, with Mr. Spangler stating some members are from as far away as Ohio and there are 153 members. Mayor Bronson asked how many years they have been organized. Mr. Spangler replied 28 years, adding they have moved from restaurant to restaurant and marina to marina and have enough money to build Phase I. They are good citizens, volunteer for a lot of different things, participate in the parade, collect for Salvation Army, and the ladies are very active on the ladies auxiliary at the Hospital. He thinks they could provide a place for a meeting room, as there is no place to have a wedding in this town for 150 people. They are not trying to build a shanty on the River. Mayor Bronson noted the Council has the drawings presented at the last meeting. Councilwoman Riddle said she understands the building portion is in Phase II and Phase II is five to ten years down the line. Mr. Spangler replied three to five years and they already have enough money for Phase I and are ready to go.

Mr. Lee Lund stated he is a resident and taxpayer of Cheboygan and, with the exception of the gentleman speaking, everyone he has talked to, including himself, are adamantly opposed to it. We just got that Park built and as Councilwoman Riddle stated the people are entrusted to enjoy the park.

## Regular City Council Meeting – March 28, 2017

If there is a three acre chunk gone to a private party, we are pretty well limited. He then stated it might be possible for Ryba to improve the City's boat ramp, etc. Mr. Lund reiterated he has not talked to anybody that approves of the Yacht Club, other than the gentleman speaking. Mayor Bronson stated at the last Council meeting the Yacht Club had a committee in attendance for a presentation. He then asked the City Manager if this is something the Recreation Commission has looked at, noting there were only three Commission members present. For the most part they liked the idea, but only liked it if Phase II was going to be completed. They didn't necessarily like only having a garage, Phase I, being on the property and liked the full rendition of the club house and deck out front. Councilman Temple asked the City Manager if the City has something less valuable, as that has to be one of the most valuable pieces of property the City owns. City Manager Eustice stated that is something the Planning Commission has requested be looked at, as there are other waterfront properties on the east side that could be available. There are also properties on the west side behind the waste treatment facility that could have a Lake view. It is certainly a thought that if we don't lease property in Major City Park that we can look at some other options. Councilman Temple asked even if it is not on the water. City Manager Eustice said they don't necessarily want to utilize the water, they made the statement because they are a Yacht Club they want to be able to see the water and make it a nautical type theme. Councilwoman Riddle stated when she campaigned for City Council and talked with people, one of the complaints was the fact that property the City purchased, that is now part of the Port area, they wanted that to stay River front so people could use that. At that point and time, she said we have the Major City Park and need to develop other areas, but the Major City Park has been set aside for the use of the community. The one location that is usable, with the walk bridge that goes across and the access from both sides, it is becoming a nicer park and we still have the baseball fields that are utilized quite a bit. There is also the River area and the piers for fishing and things are looking really nice and developing into a really nice Park. City Manager Eustice stated it is there for public purposes versus the Port property, whose highest and best use is for commercial activity. Councilwoman Riddle stated in the Riverfront Plan, the portion north of the State Street Bridge was for commercial use and from the State Street Bridge to the Lincoln Avenue Bridge was commercial and recreational.

Ms. Lynn Hall stated she is a resident and asked about the Armory building. Mayor Bronson stated the price is way beyond what the Yacht Club was looking at, noting there are issues with that building. Ms. Hall then states she is opposed to the Yacht Club's proposal. She stated she does not understand why we need to take pristine land and destroy it for something that is not crucial. It would be nice to have them locate in a building that is already empty and seems they could find a place they could afford.

Councilwoman Kwiatkowski asked who owns certain property on the east side. City Manager Eustice replied it is privately owned by Paul Karty, with almost 500 feet of River front and frontage on the turning basin. It is possible that Mr. Karty would split it for the Yacht Club, as they would not need all that acreage. Councilwoman Riddle asked how large is the property that is adjacent to the Marina at the mouth of the River. City Manager Eustice replied about four acres, which is about the right size, noting it is owned by the State of Michigan DNR. City Manager Eustice commented the Yacht Club looked at the Boat House, but it was out of their price range. As he looks at development, he thinks what the Yacht Club wants to do is recreation development. It is basically going to be a venue for Clubhouse meetings and possibly wedding and events where you could utilize the pedestrian bridge.

## Regular City Council Meeting – March 28, 2017

Properties like Cheboygan Hardware, commercial River front properties, their highest and best use is for investors to come in and rebuild those and create jobs. That is why a Yacht Club or a non-profit entity leasing public land makes sense, in his mind. They are not going to create jobs but they are going to create a venue that is going to be usable and look nice, which is part of the public lands; yes, they are going to control it in some respects even though the City still owns the land and they are leasing it. It will not be for public use and the restrooms will not be public. As Councilman Temple said, other public property in and around the City that is less valuable might be a better option. Councilwoman Riddle inquired as to County and State land south of the locks. City Manager Eustice stated it is all State and County, noting the County's piece is where they have horseshoe events, as well as the parking lot across from the County Fairgrounds and the Fairgrounds. Mayor Bronson asked Mr. Spangler what the Yacht Club's timeframe is. Mr. Spangler replied they have waited 28 years but are pliable. They are not planning on tying up boats or anything and it still gives the City their park like setting on both sides because they also didn't plan on taking down any trees on either side. When he looked at the property last week there is a narrow area cut back already and they don't know exactly where the City plans on putting them. The building is designed to look down the River, show off and be pleasant. The Yacht Club are certainly good citizens and they are not trying to get anything for nothing, and they will be paying taxes on the building so it is a revenue stream and can offer a nice building and it would nice for the Park. Mr. Spangler stated he has a note that says the Recreation Committee approved this 100%. Councilwoman Riddle stated there has, at least over 20 years, been a walking trail through that area utilized by residents, so the City would be losing that. Councilwoman Riddle explained the trail goes all the way back from the River up to the trail and at one time it was a calisthenics trail where people could exercise, etc. Over time and with the Recreation Center being shorthanded, some things go by the wayside, but it has been worked on periodically over the years. Mr. Spangler stated this is the piece of property the City sort of steered the Club to, but they are open to a lot of things; everything has a drawback somewhere. Councilwoman Riddle asked if the Yacht Club has spoken to the County. Mr. Spangler replied no, but if this falls short they might just do that. They did find out the Yacht Club on Mackinac Island is on State property and they have a 99 year lease. Councilwoman Riddle reiterated the State owns the land at the mouth of the River and it's over four acres. Mr. Spangler stated they are not married to the piece of property in the Park, but it certainly piqued their interest. Mayor Bronson asked the City Manager if he is going to bring this back to the Planning Commission for a recommendation. City Manager Eustice replied it will again be on the agenda for the Commission's April meeting. Mayor Bronson stated he would also like to have a full Council when this is discussed again.

Mr. Lee Lund commented he does not question the veracity of the group at all as they are nice people and knows a few of them, in fact; however, questions putting something on public property to compete with the Eagles Club, KC Hall, Mulligans and all the other places. It is time to shut this thing down now or it is going to snowball. He went on to state he is not a fan of the footbridge as it eliminates sailboats, as 19 feet is the clearance. It is irresponsible to lease public property to private entities.

### **Public Comments:**

- Ms. Sherry Nelson of the Bring It Cheboygan Group, stated she cannot believe there is not a suitable parcel between here and Duncan Bay that would be much better for the Yacht Club than a publicly owned parcel that everybody can have access to. It seems to her there is property available and is opposed to taking public land for a private use, adding access to the River is in such short

## Regular City Council Meeting – March 28, 2017

supply and feels this is inappropriate. She then stated Bring It Cheboygan was honored to be nominated as one of the Organizations of the Year at the recent Chamber dinner and were gratified their efforts are recognized. Ms. Nelson stated they are changing from holiday windows to more generic windows, but it has been brought to their attention that several of the windows are broken. They are hoping to approach the realtors or the building owners to have them fixed, asking what is the City's position on broken windows, assuming it is a safety hazard and should be addressed. Mayor Bronson asked if they are cracked, but not open to the elements. Ms. Nelson replied correct. Mr. Lee Lund commented last Flag Day, June 14, no one had an American Flag, noting there is a beautiful flag on the north end of Main Street that's never been mentioned in the newspaper. Ms. Nelson stated there are regulations for having flags on businesses. Mayor Bronson and City Manager Eustice stated there are regulations. Mr. Lund stated the Step Inn had two flags that said open; Mulligans has two flags with MSU and U of M. Ms. Nelson stated she knows you can't just have a pole outside your business because it is a safety hazard. She would be happy to put the regulations forth to the businesses. Mayor Bronson asked if cracked windows comes under blight. DPS Director Jones replied yes and generally we looked to see if there is jagged or sharp edges, but most of them are just cracks. Councilwoman Riddle asked if DPS Director Jones has been given a list of windows that are cracked. Ms. Nelson asked if DPS Director Jones was given a list could he approach the business owners, if their efforts have been fruitless. She explained these are smaller windows where people have been reluctant to wash or clean them because they are broken; also, she wanted to let Council know there will be two bike stations installed, hopefully this year. One will be at the Trailhead and paid for by the DNR and the other at Festival Square and funded by volunteers of the Bring It Cheboygan Group. The City Manager has been given the specifications of what is to be ordered, asking if that has been done and what's the status. City Manager Eustice replied later this week Ms. Guenther is having a meeting with Mr. Jim Conboy to review what the bike stands are and specifications, and if they are exactly what we need and where they will be located. Ms. Nelson then stated the Michigan Main Street training begins this April. There is another group in town, East Side Alive that is on the east side of the Bridge, and are forming to improve businesses on the east side of town. They feel they have been neglected or there is a divide between the east and west sides of the River. She does not feel this because she feels if you are a good business, we are destination shoppers. The Bring It Cheboygan Group has gone to the East Side Alive meetings to promote everybody.

Ms. Nelson inquired about the community garden and wondered what the status is and if it will be rototilled or dug up and if there are any means to promote it so people know it's available to sign up for a spot or segment. City Manager Eustice stated this needs to be revisited and they have permission to use County property cross from the Fairgrounds. We need to get our committee back together and Councilwoman Riddle was instrumental. Councilwoman Riddle stated she spoke with DPW Director Karmol, who is also involved in the community garden. There are no funds available and for work that is being done he has been calling upon some of his people during non-work time and she has said on a couple of occasions for him to call on her. He has been hesitant to do a lot of that because there are no funds. We need names of people for work crews for spreading things out, etc. It is a slow process getting things started, but yes we do have to continue to move forward with the community garden. Ms. Nelson asked if we can get any farmers we know that have equipment to volunteer to do some preparation, would that be satisfactory. Mayor Bronson replied that was one of the hold ups with it and DPW Director Karmol stated it was very overgrown with Poison Ivy, and he thinks now would be the time to start doing something before it gets rooted again. Councilwoman Riddle

## Regular City Council Meeting – March 28, 2017

suggested having a meeting for those interested in a community garden, asking the City Manager to talk to DPW Director Karmol about setting something up. Mayor Bronson stated there is water to that location. Councilwoman Riddle stated DPW Karmol has done a lot of work, but now is the time to have a meeting to get that going. Ms. Nelson asked that her Group be notified so they can have a representative there; noting not to put round-up on it as they would like to promote it as an organic space. Councilwoman Riddle stated their input is really quite essential. Ms. Nelson announced the Group's next meeting on Monday morning at Mix and Mingle. Mayor Bronson thanked Ms. Nelson for their work.

Councilwoman Riddle thanked Ms. Nelson for her group working with the East Side Alive Group, as Cheboygan is different from many communities. The Main Street is what gets promoted, but the town is what needs promoting. The fact that the two Groups are going to be working together she thinks is a really good thing. Ms. Nelson stated their goal is to strengthen everything.

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

- **Wireless Lapel Mics for Council** – Clerk/Treasurer Kwiatkowski stated he has been looking into wireless lapel mics for Council and for a total of about \$700.00 we can get a really good quality item. Mr. Shawn Sheldon, who does all the sound for the Opera House, is recommending the same thing the Opera House uses for their productions. The next time there is a full Council, this purchase will be brought up.
- **State Street Project** – Clerk/Treasurer Kwiatkowski stated they are probably going to go with a 10-year issue with a 3% interest rate.

### **City Manager's Report:**

- **Budget Meeting** – The next Budget Meeting has been rescheduled to 5:15 p.m., April 11 due to the absence of Council Members today. He stated Clerk/Treasurer Kwiatkowski has information about salaries across the board that will be available for that meeting, not only for the hourly employee wages but all the management staff. There is a breakdown over a 10-year period. Mayor Bronson stated there is a lot of information available on the State's website. He explained that the Mackinac Center for Public Policy and the Michigan Press Association and another entity used a FOIA request to the State Retirement System to download salary data for anyone in the State Retirement System (ORS). Ms. Hall asked if the budget meetings are open to the public. City Manager Eustice replied yes. Councilwoman Riddle asked if this information will be in the meeting packet. City Manager Eustice replied yes. Mayor Bronson asked if she made the last Budget meeting. Councilwoman Riddle replied no and she will not be able to make the next meeting because she will be out of town until April 23, but she does want the information so she can look it over. Mayor Bronson commented at the last budget meeting there were specific requests of the Clerk/Treasurer on payroll. Councilwoman Riddle stated she was interested in asking for something also. Clerk/Treasurer Kwiatkowski stated Council will be receiving quite a bit of material. City Manager Eustice stated at the April 11 Council meeting there will be a Preliminary Budget for the 2017/2018 upcoming year, as is required by Charter. We were at 2.3% of a taxable value increase that equates to actual property taxes, but after going through Board of Review we are at about 1.9% that was lost through poverty exemptions, Veteran exemptions and things the Board did at the March Board of Review. The increase of about 1.9% equates to about \$16,000.00 in new taxes. Councilwoman Riddle asked when paperwork has to be signed from the Board of Review. City Manager Eustice replied the Board has to only sign

## Regular City Council Meeting – March 28, 2017

affidavits at the July and December Board of Reviews. There is a finalized Board of Review that needs signing tonight, which is basically a summary of the Board of Review. It will then be placed in the Assessment Roll.

- **Vacation & Change in Port Commission and DDA Meeting Dates** – City Manager Eustice informed the Council he will be gone Thursday, March 30 until Thursday, April 6. Because of this, the Port Commission meeting was moved to April 10 and the DDA has been moved to April 18.

- **Port Properties Closings** – City Manager Eustice stated they are trying to set a date for the closings on Kokosing and Ryba on April 6. The closing with the Little Traverse Conservancy might be the next week. He and Attorney Steve Joppich want to close on the Kokosing and Ryba properties first because those two closings will clear up any debt that we have as far as the Land Contract. There should be monies coming back into the General Fund. The Little Traverse Conservancy closing will then be a lot cleaner with no debt owed against the properties. All three closings should be done by the second week in April. Councilman Temple asked if we will be finished with Attorney Joppich then. City Manager Eustice replied yes.

- **State Street Project** – City Manager Eustice reported we sent out bids for the State Street project and only received one bid from Reith Riley. City Engineer Granger set up a preliminary meeting on March 14 and you had to be at the meeting in order to bid on the project, as he went through a pretty rigorous process on all the costs and what had to be done on the project. We also have to get a bond to be able to pay for this road project. We were looking at as much as \$400,000.00. There are a lot of issues with State Street that include caverns underneath and old railroads on State Street and Ball Street. As you come around Dresser Street the ground underneath is not very good where all the potholes are and water lies there. City Engineer Granger designed in the road rebuild to have water runoff to go back to the drains, as they don't now. It is really a pretty extensive project, but the bid that came in today was \$195,000.00. Apparently asphalt pricing has come down so much. Clerk/Treasurer Kwiatkowski commented with the bid we also have engineering fees, contingencies and the cost of the Bond Counsel. Ultimately, we will probably be borrowing in the neighborhood of \$250,000.00 to \$260,000.00. Councilman Riddle asked in the State Street area does the land that we were looking at to try and purchase from the railroad to extend the trail down to Gordon Turner Park go through that area. City Manager Eustice replied yes, it is on this side of the trail. Councilwoman Riddle asked if this would be a good time to open up negotiations with them again and try and get that piece of property. City Manager Eustice replied it would, adding it's been a tough task to get that property. We had an offer to buy the property for \$15,000.00 but the Straits Corporation, who owns the property, pulled the offer. We did try and get them to give it to us, but apparently they are not interested in giving us that property. Mayor Bronson commented they probably pay more mowing fees than taxes. City Manager Eustice answered they do and that's why the Chief tried to convince them to give us the property just for that reason, as there is a stretch near Mackinaw Avenue that we cut because they don't maintain it and bill them for it. He then stated the last time he talked to Mr. Bill Bartlett, noting they have various properties throughout the City, Mr. Bartlett's opinion was to sell it all to the City in the \$200,000.00 range, which was cost prohibitive to consider. He thinks this is something we should look at, noting at one time we had a potential grant from MDOT to put crush limestone all the way from State Street to Lake Street (behind Bernard's). It is a 100 foot right-of-way through there and you only need 14 feet for the trail. There were some other issues related to Bernard's including encroachments. Councilwoman Riddle stated again it is looking ahead to the growth and development of the City and we are thinking of being a walkable community and one trail going right out to Lake Huron from the other Trailhead in terms of recreation, getting all of that in that

## Regular City Council Meeting – March 28, 2017

area makes the community looked at more favorably to people who want to come in and enjoy the outdoors. City Manager Eustice pointed out the County Marina is on Huron Street and it would be a nice connection. He will get with Mr. Jim Conboy, who was involved a little bit with that and is on the Trails Council. Councilwoman Riddle stated the Yacht Club could possibly be located in that area. City Manager Eustice stated the grant the City was going to get was an 80/20 matching grant and it was \$140,000.00 to do the trail and Mr. Conboy was going to do the fundraising for that as we would have to pay about \$28,000.00. The City paid \$7,000.00 to survey two pieces of property and the entire trail and we have those surveys.

- **Meijer's** – City Manager Eustice reported City Attorney Lindsay is drafting a 425 Agreement to negotiate with Inverness Township. The City is waiting on Mr. Chris Jones. There was a conference call on March 16 with the Committee (Councilman Temple, Mayor Bronson and Mayor Pro Tem Couture) and we basically asked Meijer's to pay for the waterline project and Mr. Jones asked for two weeks to address it with the owners, the Meijer's brothers, and see if that is a feasible option. Two weeks will be March 30. He e-mailed Mr. Jones to see where he was on that, but there was no response yet. We need to know that is an option that Meijer's will pay to run the waterline out there. The 425 Agreement is basically done and there are a couple of options Attorney Lindsay will show Inverness Township. We can move forward if Meijer's will pay 100% of the waterline and get it done this year with a 425 Agreement on the back two properties only. There is always the option that we don't need any 425 Agreements. Mayor Bronson stated we still have the Utility Services Agreement (USA) that we are ready to go with. City Manager Eustice stated we are trying to get the Meijer's project done first; that is our focus. We will then have other options once the waterline is put in, such as the USA.

### **Messages and Communications from Mayor Pro Tem and Council Members:**

- **Website** – Mayor Bronson inquired as to the new website, asking if we can have it on the next agenda to decide whether we are going to sever ties. City Manager Eustice stated he has already decided to sever ties and has not drafted a letter yet. He has talked with Mr. Matt Ginop, who is our current host, and he has some new capabilities. One of the issues was that the template and technology Mr. Ginop was using couldn't be used on cell phones, but he has that technology now. We may just go back to Mr. Ginop. City Manager Eustice went on to state he is going to talk to City Attorney Lindsay about the \$6,000.00 we have already paid to Revize and whether or not we can get any of that back, as it will be two years on May 15. Councilman King, Councilman Lavender and Mayor Pro Tem Couture and others have looked at a make-up rendition but none are satisfied with what they presented. He noted Revize is located in Troy, Michigan, adding he has talked with five different website design people in the past two years and it is always somebody different, so it makes sense now that Mr. Ginop has the technology to go with him. It will be less costly and we can get the website up and going administratively.

- **911 Meetings** – Councilwoman Riddle stated she mentioned at the Board of Review she is going to be gone and the 911 meeting will be on or about the April 19 and we need to have an alternate person in attendance at the meeting. She was assuming that would be on tonight's agenda. Mayor Bronson stated it would make sense for him to go because he is familiar, adding he still receives e-mails.

- **Council Payroll** – Clerk/Treasurer Kwiatkowski informed Council he will be running quarterly payroll for Council tomorrow, anyone wants to pick up their check after 11:00 a.m.

**Regular City Council Meeting – March 28, 2017**

**Adjournment:**

Councilman Temple moved to adjourn the meeting at 8:17 p.m.; supported by Councilwoman Riddle. Motion carried unanimously.

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Mayor Mark C. Bronson

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Clerk/Treasurer Kenneth J. Kwiatkowski

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Councilman Joseph Lavender

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Councilwoman Winifred L. Riddle

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Councilman Vaughn Temple

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Councilman Nathan H. King

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Mayor Pro Tem Nicholas C. Couture

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Councilwoman Betty A. Kwiatkowski

**REGULAR CITY COUNCIL MEETING**  
**April 11, 2017**

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

**Roll Call:**

Present: Couture, Lavender, Bronson and Temple

Absent: Kwiatkowski, Riddle and King

Mayor Pro Tem Couture led the Pledge of Allegiance to the Flag.

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

**Approval of Agenda, and Receive and File all Communications:**

City Manager Eustice stated there is one addition to the Agenda, being item 7-C – Recommendation to Award the Reconstruction of State Street from the Trail to Main Street to Rieth-Riley Construction Company in the Amount of \$195,300.75. He added the City received only one bid and it came in much lower than anticipated.

Councilman Lavender moved to approve the Agenda with the addition of 7-C, Recommendation to Award the Reconstruction of State street from the trail to Main Street to Rieth-Riley Construction Company in the amount of \$195,300.75, and receive and file all communications; supported by Councilman Temple. Motion carried unanimously.

**Approval of Prior Meeting Minutes:**

Mayor Pro Tem Couture moved to approve the Regular City Council Meeting Minutes of March 28, 2017 as presented; supported by Councilman Lavender. Motion carried unanimously.

**Bills and Disbursements:**

▪ **Prepaid Bills and Disbursements for the Month of March 2017.**

Councilman Lavender moved to approve the prepaid bills and disbursements for the month of March 2017 in the amount of \$524,025.81; supported by Councilman Temple. A roll call vote was taken; motion carried unanimously.

Ms. Trudy Lofgren questioned the monthly Consumers Energy expense of \$75,000.00+. Clerk/Treasurer Kwiatkowski commented the average electric bill is between \$5,000.00 and \$8,000.00 at the Treatment Plant and because of the extensive damage from the event at the Treatment Plant in July the City did not get a bill for five months and Consumers sent a bill for a five-month

## Regular City Council Meeting – April 11, 2017

period. Ms. Lofgren inquired in payment to GES Properties, LLC on the Port Property, asking why we are paying a debt service. City Manager Eustice replied this is the land contract payment for the purchase of the property, which will go away tomorrow.

### ▪ **Unpaid Bills and Disbursements for the Month of March 2017.**

Councilman Lavender moved to approve the unpaid bills and disbursements for the month of March 2017 in the amount of \$34,479.93; supported by Councilman Temple. A roll call vote was taken; motion carried unanimously.

### **General Business:**

▪ **Consideration of Reappointment of James Mick and Alfred C. West to the Brownfield Redevelopment Authority Board, Terms to Expire April 13, 2020** - Mayor Bronson asked if this Board meets as needed. City Manager Eustice replied basically, once or twice a year. They will meet annually and will also meet if there are projects. Mayor Pro Tem Couture asked if there are any brownfield projects coming up. City Manager Eustice replied nothing at this point, adding the brownfield legislation is changing and there is pending legislation which he feels is very favorable to more brownfield developments happening. He went on to state we have, fortunately or unfortunately, a lot of potential brownfield properties in the City of Cheboygan. The Brownfield Program is very favorable to the City of Cheboygan. Mayor Pro Tem Couture asked if both members are willing to be reappointment and City Manager Eustice replied yes.

Mayor Pro Tem Couture moved to reappoint James Mick and Alfred C. West to the Brownfield Redevelopment Authority Board, terms to expire April 13, 2020; supported by Councilman Temple. Motion carried.

### ▪ **Consideration to Place 6-Month Delinquent Water/Sewer Utility Bills as Liens on the 2017 Summer Tax Roll**

Councilman Lavender moved to approve the placing of 6-month delinquent water/sewer utility bills on the 2017 Summer Tax Roll and direct the City Assessor to spread these amounts against the properties; supported by Mayor Pro Tem Couture. A roll call vote was taken; motion carried unanimously.

▪ **Consideration to Award the Reconstruction of State Street from the Trail to Main Street to Rieth-Riley Construction Company in the Amount of \$195,300.75** - City Manager Eustice stated the City solicited bids for the project and bidders were required to attend a pre-bid meeting, which Payne & Dolan did not attend; Rieth-Riley was the only bidder to attend and only company to bid. The recommendation is to award the bid to Rieth-Riley Construction. Councilman Temple asked when the project will start. City Manager Eustice replied the contract is to start May 30. At the present time, he, City Engineer Granger and Rieth-Riley are looking at how to tie it into the Huron Street project, so it is possible it may start later. Mayor Pro Tem Couture asked if the City is going to try and get it done at the same time. City Manager Eustice replied yes, noting it would be nice to get to the intersection of Huron and State at the same time. The State Street project will take a lot less time and they would be at the intersection before the Huron Street project, so it might make sense to back up the State Street project a little as it would make sense both economically and functional wise to do it together.

## Regular City Council Meeting – April 11, 2017

Mayor Pro Tem Couture moved to award the reconstruction of State Street from the trail to Main Street to Rieth-Riley Construction Company in the amount of \$195,300.75; supported by Councilman Lavender. A roll call vote was taken; motion carried unanimously.

**Public Comments:** [None]

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

- **Budget Report as of March 31, 2017** - Clerk/Treasurer Kwiatkowski commented Council has a copy of the project 2017/2018 Budget, noting the wish lists from the Department Heads have not been put into the Budget. He can put those in the appropriate Departments and then Council can see the affect they are going to have on fund balances at the end of the fiscal year. If Council does not wish this, then the requests can be dealt with as they come up during the fiscal year. Mayor Bronson stated he does not think we want these placed in the Budget, as it would not be accurate, but it would be nice to see them as an addendum page. Clerk/Treasurer Kwiatkowski stated he will put something together for the next budget meeting. Mayor Pro Tem Couture asked if Council needs to take action tonight. Clerk/Treasurer Kwiatkowski replied no, there will be a public hearing in June.

### **City Manager's Report:**

- **State Street Bridge** - City Manager Eustice reported the State Street Bridge is nearing completion. There are a couple minor issues left to address and painting when it gets warmer on the underside of the Bridge. The operation of the Bridge is in place and is workable. All the mechanical type maintenance is completed. He does not foresee any more closures of the bridge. City Manager Eustice stated he believes Plaunt is about ready to start. Comments were made that Mr. Plaunt is already running.

- **City of Cheboygan Website** - City Manager Eustice reported the City had contracted with Revize Corporation of Troy, Michigan to re-do the City's website, but he administratively decided to cancel that contract and we are going to go with our current website host, Matt Ginop of MCC Development, Inc. He will be doing some upgrades to the site and less costly than Revize. It has been almost two years since we contracted with Revize and we are not happy with the results. Mr. Ginop previously was not able to provide certain capabilities, but he has more technologies and technical capabilities. Mayor Bronson stated he feels the City has been more than patient with Revize.

- **Meijer's** – City Manager Eustice commented we have formed a Committee with the City and there was a conference call on March 16 with Chris Jones at Meijer's. The City basically has a 425 Agreement with the Township for at least two of the parcels that Meijer's owns, we proposed to Mr. Jones that we would like Meijer's to pay for the project; not just fund it and have to pay back some of it. We asked that Meijer's pay for the entire line buildout to the site. Mr. Jones took it under advisement and said he would like a couple of weeks to talk to the Board of Meijer's to make the determination if they would pay for the waterline buildout. Two weeks was on March 30 and City Manager Eustice tried to contact Mr. Jones, but there has been no response as of today, and he has made multiple contacts to Meijer's, through e-mail and voicemail. We are waiting for Meijer's to make a decision, as it will make a difference as to how we approach the water buildout. Mayor Bronson asked if we have the other documents prepared. City Manager Eustice replied yes, noting Inverness Township has not seen the documents and we are not going to present them to the Township and try and negotiate until we know whether or not Meijer's is going to pay for it, as this could change

## Regular City Council Meeting – April 11, 2017

how we approach the 425 Agreements. The City will continue to push to get the water buildout done and will move forward very quickly if Meijer's comes back and says they will pay for it. Mayor Bronson inquired as to the Committee meeting again. City Manager Eustice replied he feels the Committee needs to meet and look at the 425 Agreements to make sure everybody is okay. Mayor Pro Tem Couture suggested scheduling the meeting, since all the Committee members are present. A meeting was scheduled for Tuesday, April 18, 2017 at 10:00 a.m., as the City Manager is unable to meet this week.

### **Messages and Communications from Mayor Pro Tem and Council Members:**

- **Strategic Planning Meeting** – Mayor Pro Tem Couture stated the next budget discussion has been scheduled, asking if they need to start looking at a strategic planning meeting. City Manager Eustice replied sure. Mayor Pro Tem Couture stated he thinks it is important to have the Planning Commission at the meeting. He stated it would be almost like an organizational meeting, to talk about what we need to discuss so the City Manager can gather the information. Mayor Bronson stated if we are going to have a facilitator for strategic planning, then we need to ascertain his/her schedule. Mayor Pro Tem Couture stated we could have a preliminary meeting and then plan to have the next meeting facilitated. He feels we need to get the ball rolling and get some ideas. Mayor Bronson stated he will send meeting scheduling software to the City Manager. Someone mentioned doodle.com. Mayor Pro Tem Couture asked if the Planning Commission meets regularly. City Manager Eustice replied yes, noting they meet next Monday night, April 17. Mayor Pro Tem Couture asked the City Manager to see if the Planning Commission is willing to meet and get a time that would work. City Manager Eustice stated we may not be able to get all the Planning Commission members, but hopefully we can get a quorum. He then asked Mayor Pro Tem Couture about a day time meeting. Mayor Pro Tem Couture replied yes, a day time meeting beginning at 9:00 a.m. to noon, at least for the first meeting. Councilman Lavender stated if a facilitator is involved he/she will set the schedule. Mayor Pro Tem Couture stated we can also do an idea find as to what should be some of the goals and strategic plans for the City, then they can be placed on a list and prioritized.

- **Cheboygan Yacht Club** – City Manager Eustice stated there has been discussion about the Yacht Club wanting to lease property in Major City Park. He and also Mayor Bronson had meetings with Mr. David Butts, Commodore of the Club, and he suggested to meet with Planning Commission members (committee from the Commission) to look at options in the City. They want to build a clubhouse in the City of Cheboygan and he thinks we would love to have the Yacht Club in the City limits of the City of Cheboygan. The location they want to build on in Major City Park might not work; there's been some negative feedback in that regard. He and Recreation Director Hancock went and looked at the location in Major City Park, noting the Yacht Club is asking for 2 ½ to 3 acres and he does not see where they would even need an acre. There are also wetlands in that area. City Manager Eustice went on to state that an option for the Major City Park site would be having the Yacht Club put in public restrooms, with the City maintaining them and they would be open as the other public restrooms are in the City. He then stated he will form the committee of the Planning Commission and Mr. Butts has given him dates he and some Club board members are available. City Manager Eustice then commented he and Mayor Bronson talked about a piece down on First Street, which is about 2.2 acres as a possibility for a Yacht Club location. All options will be discussed with the committee to be formed. The Yacht Club wants to do it the right way and be good partners with the City and is a 501C(4) non-profit organization. They are not necessarily a service club but are along the same lines. City Manager stated the Club wants to be in the City and near water, not

**Regular City Council Meeting – April 11, 2017**

necessarily on the water. This could also be part of the strategic planning, as well. Our parks and recreation are in dire need of strategic planning and upgrades.

▪ **Port Property Closings** – City Manager Eustice reported we are closing tomorrow with Kokosing at 10:00 a.m. and at 3:00 p.m. we are closing with Morrish Marine, LLC (Ryba Marine). Ryba will own the property south of Lake Street and Kokosing will own the property north of Lake Street. The City of Cheboygan will pay off the land contract tomorrow, \$417,000.00 and there will then be no debt against the property. We will then close with Little Traverse Conservancy on the parcel on the east side on April 20 at 10:00 a.m. and those monies will go back into the General Fund. This is not the end, it is just the start of how we are going to develop and shipping and receiving port with the help of Kokosing and Ryba. City Manager Eustice then commented everything is in place and he does not anticipate any issues tomorrow and thinks it will be a big day for the City of Cheboygan.

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

▪ **Cheboygan Armory** – Mayor Bronson stated the bid for the purchase of the Armory was pulled, asking the City Manager if the State has been contacted. City Manager Eustice replied he has not talked to Lansing but certainly can talk to them to see how they are going to approach it from here on out. Mayor Bronson stated if they don't fix the problems, then it will never be sold. Mayor Pro Tem Couture commented on it being a brownfield and we don't want it to sit vacant for too long.

▪ **Historical Walk through Pinehill Cemetery** - Clerk/Treasurer Kwiatkowski informed Council he received a call from Mindy Jewell today and the Historical Society wants to have an historical walk through Pinehill Cemetery. He has tentatively approved it, noting some of our founding fathers are out there, as well as Civil War Veterans.

**Adjournment:**

Councilman Temple moved to adjourn the meeting at 8:42 p.m.; supported by Councilman Lavender. Motion carried unanimously.

\_\_\_\_\_  
Mayor Mark C. Bronson

\_\_\_\_\_  
Clerk/Treasurer Kenneth J. Kwiatkowski

\_\_\_\_\_  
Councilman Joseph Lavender

\_\_\_\_\_  
Councilwoman Winifred L. Riddle

\_\_\_\_\_  
Councilman Vaughn Temple

\_\_\_\_\_  
Councilman Nathan H. King

\_\_\_\_\_  
Mayor Pro Tem Nicholas C. Couture

\_\_\_\_\_  
Councilwoman Betty A. Kwiatkowski

REGULAR MEETING OF THE CHEBOYGAN COUNTY ROAD COMMISSION APRIL 6, 2017

Chairman D. Brown called the Regular Meeting of the Cheboygan County Road Commission to order 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, F. Cribb, C. Gouine, S. Redmond, C. Muscott, C. Veneros, D. Damm, G. Archambo, G. Bunker, R. Slicker and T. Horrocks

**MOTION by D. Brandt seconded by K. Paquet to approve minutes of last regular meeting of ~~3/17~~ 2017 as mailed. 5 Yeas** **CARRIED**

**MOTION by K. Paquet seconded by C. O'Connor to approve current payroll voucher #17-13-\$64,967.15 and accounts payable voucher #17-14-\$311,455.65. 5 Yeas** **CARRIED**

**MOTION by K. Paquet seconded by C. O'Connor to approve agenda as presented. 5 Yeas** **CARRIED**

Engineer/Manager Shank presented revised work rules for approval.

**MOTION by D. Brandt seconded by C. O'Connor to approve Work Rules with revisions discussed. Roll call: O'Connor-yes, Ginop-yes, Brandt-yes, Paquet-yes, Brown-yes Nays-0** **CARRIED**

Bids were received and opened on April 4, 2017 for Four (4) Road Projects: Wurm Road, S. Straits Hwy and Canton Road and West Black Lane.

Wurm Road had seven (7) bids received and Engineer/Manager Shank recommends awarding to low bidder Tri County at \$86,787.50.

**MOTION by K. Paquet seconded by H. Ginop to accept all bids for Wurm Road and award to Tri County Excavating in the amount of \$86,787.80. 5 Yeas** **CARRIED**

South Straits Hwy had four (4) bids received and Engineer/Manger recommends awarding to low bidder J & N Construction as checked for \$451,156.97.

**MOTION by D. Brandt seconded by K. Paquet to accept all bids for South Straits Hwy and award to J & N Construction in the amount of \$451,156.97. 5 Yeas** **CARRIED**

Canton Road and West Black Lane had 7 bids received and Engineer/manager recommends awarding to Rieth Riley in the amount of \$408,837.50.

**MOTION by D. Brandt seconded by K. Paquet to accept all bids for Canton Road and West Black Lane, not waive any irregularities in the bid and award to Rieth Riley Co. Inc in the amount of \$408,837.50. 5 Yeas** **CARRIED**

Agreement for Guardrail Projects, federal aid was presented for approval.

**MOTION by K. Paquet seconded by H. Ginop to approve agreement for Guardrail installation work along Carter Road, Townline Road, Riggsville Road, Paradise Lake Road, West Brady Road and Waveland Road; and all together with necessary related work between Michigan Department of Transportation and the Board of County Road Commission, Job No. 130878A, Project MSIP 171 (001), Federal Item No. KK 4253, Contract No. 17-5033 and authorize Engineer/Manager Shank and Chairman Brown to sign the same. 5 Years**

CARRIED

**MOTION by K. Paquet seconded by C. O'Connor to receive and file the following correspondence: Township Meeting Minutes: Grant 2/14/2017, Burt 1/5/2017, Mackinaw 3/21/2017, Tuscarora 2/7/2017' March State Maintenance; Safety Committee Meeting Minutes of 3/23/2017; MCRCSIP Renewal Package; Annual Rural and Tribal Elected Officials Meeting; and Darry Pfister Ref. Proposed Business Loop. 5 Years**

CARRIED

**Engineer/Manager Update:**

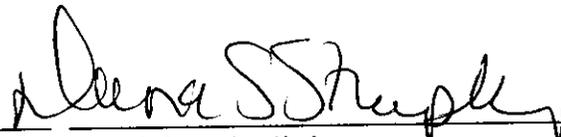
- Construction work for the summer so far under contract is approximately \$3.4 million
- Task Force Meeting added \$50,000 to the East Mullett Lake Road Project
- Payne and Dolan will be milling and replacing a few areas on Club Road at no cost

K. Paquet attended Trails Meeting-looking at opening to ORV use on trails; Attended Task Force Meeting and MTA Meeting at Koehler Twp.

Randy Slicker resident Fisher Woods Road had some concerns at the Sturgeon River, large rocks and also concern of the maintenance and garbage in the same area. Engineer/Manager will look at area

Chairman Brown adjourned regular meeting at 9:35 A.M. being no further business to come before the Board.

  
David D. Brown, Chairman

  
Dana S. Stempky, Clerk

**Northeast Michigan Community Service Agency, Inc.**  
**BOARD OF DIRECTORS**  
**Eagle Ridge Golf Club, Glennie, MI**  
**April 7, 2017**

The regular meeting of the NEMCSA Board of Directors was called to order by President Pete Hennard at 12:45 p.m.

**ROLL CALL**

Lyn Behnke  
Earl Corpe  
Brenda Fournier  
Lee Gapczynski  
Jean Garratt  
Kenneth Glasser  
Aubrey Haskill  
Pete Hennard  
Melissa Holt  
Steve Lang  
Jennifer Lopez

Danielle Martz  
Mark McKulsky  
John Morrison  
Corleen Proulx  
Susan Root  
Lisa Salgat  
Kathleen Vichunas  
Gerald Wall  
Rose Walsh  
Carol Wenzel

**Excused:** Carol Athan, Stuart Bartlett, Albert LaFleche, Leonard Page, Sharon Priebe, Pat Rondeau

**Absent:** Thomas Green, Meagan Holmes, Richard Sangster, Brandy Wright

Quorum present - yes

**Staff Members Present:**

Lisa Bolen, Dorothy Pintar, Diane Price, Jim Robarge, Laurie Sauer, Carol Shafto, Fran Whitney, Valerie Williams and Sue Zolnierek

**APPROVAL OF AGENDA**

**Motion** by Lyn Behnke to approve the agenda as presented. Support by Steve Lang. All ayes, Motion carried.

**CONFLICT OF INTEREST DISCLOSURES**

None

Steve Lang led the Board in the Pledge of Allegiance.

Gerald Wall provided the blessing for the meal.

John Morrison provided reflections.

**INTRODUCTION OF GUESTS AND PUBLIC COMMENT**

Members introduced their guests. Present staff introduced themselves to the board.

No public comment.

## **ADMINISTRATIVE CONSENT AGENDA APPROVAL**

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

- a. Approval of March 2017 draft meeting minutes
- b. Receive and file February 2017 Head Start Policy Council meeting minutes
- c. Receive and file February 2017 Regional Council on Aging meeting minutes

is adopted as presented.

## **COMMUNICATION**

No communication

## **INFORMATION ITEMS**

### **Directors Report – Lisa Bolen**

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

**Motion** by Lyn Behnke to draft a letter, expressing concern about the proposed cuts to Federal programs outlined in the Presidents proposed budget, and mail it to the Federal legislators. Support by Ken Glasser. All ayes, Motion carried.

### **Financial Report – Jim Robarge**

Jim Robarge reviewed the Statement of Financial Conditions for the Senior Companion Program (SCP) and Foster Grandparent Program (FGP) as of March 31, 2017. Jim also reviewed the Head Start and Early Head Start budget comparison for fiscal program year 2017 and fiscal program year 2018. Both reports were distributed prior to the meeting.

**Motion** by Ken Glasser to receive and file the financial report as presented. Support by Rose Walsh. All ayes, Motion carried.

**Program Presentation** – Heidi Powers, Foster Grandparent & Senior Companion Project Director presented a PowerPoint presentation on the Foster Grandparent & Senior Companion Programs.

## **COMMITTEE REPORTS**

### **Program Planning and Evaluation Committee – Earl Corpe**

No meeting. No report.

### **Audit/Finance Committee – Ken Glasser**

The committee met prior to the regular meeting to review and approve the agency wide budget for FY2017 which was included in the board members mailing prior to the meeting.

**Motion** by Ken Glasser to approve the agency wide budget for FY2017 as presented. Support by Earl Corpe. All ayes, Motion carried.

**Roll Call Vote-**

Lyn Behnke, yes; Earl Corpe, yes; Lee Gapczynski, yes; Jean Garratt, yes; Ken Glasser, yes; Aubrey Haskill, yes; Pete Hennard, yes; Melissa Holt, yes; Steve Lang, yes; Jennifer Lopez, yes; Danielle Martz, yes; Mark McKulsky, yes; John Morrison, yes; Brenda Fournier, yes; Corleen Proulx, yes; Susan Root, yes; Lisa Salgat, yes; Kathleen Vichunas, yes; Gerald Wall, yes; Rose Walsh, yes; Carol Wenzel, yes.

21 yes; 0 no. Agency Wide Budget approved.

**Motion** by Ken Glasser to postpone approval of credit card expenditures until next month’s regular meeting as the committee didn’t have a quorum. Support by Steve Lang. All ayes, Motion carried.

**Membership Committee – John Morrison**

No meeting. No report.

**Personnel Committee – Meagan Holmes**

No meeting. No report.

**NEW BUSINESS**

No new business

The May board meeting will be held at Indian River Golf Club in Indian River, MI on May 5, 2017.

**Motion** by Earl Corpe to adjourn the meeting at 2:13 p.m. Support by Gerald Wall. All ayes, Motion carried.

Date Prepared: April 7, 2017

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

\_\_\_\_\_  
Board Secretary

\_\_\_\_\_  
Date



PERIOD ENDING 03/31/2017

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

GL NUMBER	DESCRIPTION	END BALANCE	YTD BALANCE	2017		YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BGDG
		12/31/2016	03/31/2016	ORIGINAL BUDGET	2017 AMENDED BUDGET		MONTH 03/31/17		
Fund 101 - GENERAL COUNTY									
Revenues									
101-400-581.00	REV FROM OTHER COUNTIES	52,782.46	12,313.21	54,297.00	54,297.00	12,674.94	4,268.84	41,622.06	23.34
101-400-582.00	SHERIFF LOCAL GRANTS	4,484.00	350.00	0.00	0.00	350.00	0.00	(350.00)	100.00
101-400-583.00	LOCAL GRANTS	0.00	0.00	0.00	0.00	350.00	350.00	(350.00)	100.00
101-400-601.00	CIR CRT COSTS	58,358.78	15,537.98	48,000.00	48,000.00	11,446.06	4,053.50	36,553.94	23.85
101-400-601.01	ATTY FEE REIMB/CIRCUIT	33,123.00	7,803.86	30,000.00	30,000.00	6,097.00	1,339.50	23,903.00	20.32
101-400-601.10	CIR CT GARNISHMENT	600.00	60.00	500.00	500.00	30.00	0.00	470.00	6.00
101-400-602.00	CONTEMPT OF COURT FEE PROBATE	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
101-400-603.00	DISTRICT CRT COSTS	407,248.60	98,857.10	380,000.00	380,000.00	92,900.92	30,936.09	287,099.08	24.45
101-400-603.01	PROBATE CRT COSTS	2,170.00	287.00	2,000.00	2,000.00	0.00	0.00	2,000.00	0.00
101-400-603.11	SMOKING FEES	525.00	150.00	600.00	600.00	0.00	0.00	600.00	0.00
101-400-607.02	CTY GENERAL FILING FEE	4,743.00	961.00	5,250.00	5,250.00	1,302.00	341.00	3,948.00	24.80
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	221,483.00	0.00	127,284.00	139,105.00	2,626.92	2,626.92	136,478.08	1.89
101-400-608.01	MOTION FEE COUNTY	2,980.00	420.00	3,000.00	3,000.00	620.00	220.00	2,380.00	20.67
101-400-608.02	COUNTY APPEAL FEE	137.00	62.00	200.00	200.00	0.00	0.00	200.00	0.00
101-400-610.00	JURY FEE CIR CT	1,400.00	230.00	1,500.00	1,500.00	585.00	250.00	915.00	39.00
101-400-612.00	TUSCARORA TWP ORDINANCE FEE	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
101-400-612.01	GIS	495.00	150.00	500.00	500.00	890.00	810.00	(390.00)	178.00
101-400-613.00	DIST CRT/CIVIL FEES	52,719.45	8,399.35	45,000.00	45,000.00	8,226.75	2,818.25	36,773.25	18.28
101-400-613.10	COUNTY REMONUMENTATION	348.12	67.38	300.00	300.00	71.70	26.88	228.30	23.90
101-400-614.00	VIOLATION CLEARANCE RECORD	3,139.66	1,063.33	3,000.00	3,000.00	562.00	292.00	2,438.00	18.73
101-400-615.00	DIST CRT/BOND COSTS & FEES	6,954.00	1,740.00	7,500.00	7,500.00	740.00	160.00	6,760.00	9.87
101-400-617.00	PROBATE CRT - FEES	25.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
101-400-617.01	CERTIFIED FEES	1,258.00	313.00	1,400.00	1,400.00	378.00	109.00	1,022.00	27.00
101-400-617.02	MARRIAGE CEREMONIES	156.00	32.00	120.00	120.00	16.00	4.00	104.00	13.33
101-400-617.03	JURY FEE DEMAND	60.00	30.00	60.00	60.00	0.00	0.00	60.00	0.00
101-400-617.06	WILLS/SAFE KEEPING	200.00	50.00	150.00	150.00	200.00	75.00	(50.00)	133.33
101-400-617.07	INVENTORY FEE	7,188.07	1,482.53	7,500.00	7,500.00	2,188.32	806.58	5,311.68	29.18
101-400-617.08	PROBATE CRT/DEPOSIT BOXES	20.00	20.00	20.00	20.00	0.00	0.00	20.00	0.00
101-400-617.10	PROBATE CRT-MOT/PET/ACCT/OB	1,550.00	320.00	1,400.00	1,400.00	170.00	60.00	1,230.00	12.14
101-400-618.00	CO TREAS-CURRENT SERVICES	3,343.00	376.00	3,500.00	3,500.00	973.50	391.00	2,526.50	27.81
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	4,650.00	710.00	4,100.00	4,100.00	1,065.00	415.00	3,035.00	25.98
101-400-619.00	CO CLERK/CURRENT SERVICES	21,887.00	5,465.00	21,000.00	21,000.00	6,159.00	2,487.00	14,841.00	29.33
101-400-619.01	PASSPORT FEES	1,500.00	525.00	1,700.00	1,700.00	500.00	50.00	1,200.00	29.41
101-400-619.02	CREMATION FEE	1,120.00	280.00	1,000.00	1,000.00	400.00	130.00	600.00	40.00
101-400-619.03	SUBPOENA FEE	15.00	0.00	0.00	0.00	15.00	0.00	(15.00)	100.00
101-400-619.04	CRIME VICTIM ADMIN FEES	1,713.17	410.84	1,700.00	1,700.00	434.13	196.51	1,265.87	25.54
101-400-619.05	STATE FORENSIC ADMIN FEE	15.00	0.00	0.00	0.00	3.50	3.50	(3.50)	100.00
101-400-619.06	NOTARY FEES	288.00	120.00	250.00	250.00	112.00	48.00	138.00	44.80
101-400-620.00	REGISTER OF DEEDS FEES	260,399.21	40,783.50	225,000.00	225,000.00	60,185.20	23,248.10	164,814.80	26.75
101-400-622.00	C.C.F. COLLECTION FEE	2,112.13	534.65	2,200.00	2,200.00	780.28	431.04	1,419.72	35.47
101-400-622.01	25% ATTY FEES REIMB	357.80	112.25	500.00	500.00	94.00	61.08	406.00	18.80
101-400-622.02	ATTY FEE REIMB/PROBATE	1,073.42	336.75	1,200.00	1,200.00	1,082.00	183.24	118.00	90.17
101-400-625.00	DNA COLLECTION	266.04	63.20	0.00	0.00	108.00	29.30	(108.00)	100.00
101-400-625.01	SEX OFFENDER REGISTRATION	3,220.00	1,840.00	3,500.00	3,500.00	1,820.00	620.00	1,680.00	52.00
101-400-625.25	DNA COLLECTION - SHERIFF	680.08	158.00	200.00	200.00	270.00	73.25	(70.00)	135.00
101-400-625.36	DNA COLLECTION - DISTRICT COUR	6.00	0.00	100.00	100.00	0.00	0.00	100.00	0.00
101-400-628.02	BOAT LIVERY INSPECTIONS	52.00	0.00	100.00	100.00	0.00	0.00	100.00	0.00
101-400-628.03	PRISONER BOARD	44,823.88	10,204.29	45,000.00	45,000.00	10,826.13	3,304.37	34,173.87	24.06
101-400-628.04	PRISONER MEDICAL	4,203.75	1,405.45	3,500.00	3,500.00	836.29	299.59	2,663.71	23.89
101-400-628.05	ACCIDENT REPORT FEES	690.61	201.38	500.00	500.00	371.35	45.00	128.65	74.27
101-400-628.07	DOC/TRANSPORT REIMB	1,786.35	295.45	2,500.00	2,500.00	723.70	472.80	1,776.30	28.95
101-400-628.08	WORK RELEASE	42,246.51	9,600.47	30,000.00	30,000.00	5,996.00	1,535.00	24,004.00	19.99



PERIOD ENDING 03/31/2017

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

GL NUMBER	DESCRIPTION	END BALANCE	YTD BALANCE	2017		YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT
		12/31/2016	03/31/2016	ORIGINAL BUDGET	2017 AMENDED BUDGET		MONTH 03/31/17		
Fund 101 - GENERAL COUNTY									
Revenues									
101-400-688.06	SHERIFF WAGE REIMB	1,285.12	2,232.88	1,200.00	1,200.00	2,648.18	2,648.18	(1,448.18)	220.68
101-400-688.08	INMATE TELEPHONE	15,355.13	2,555.61	20,000.00	20,000.00	2,257.88	606.56	17,742.12	11.29
101-400-688.09	NON-REIMBURSABLE/REIMB	816.86	198.11	1,000.00	1,000.00	7.50	0.00	992.50	0.75
101-400-688.11	M.A.P.S.	7,359.33	0.00	10,000.00	10,000.00	0.00	0.00	10,000.00	0.00
101-400-688.15	SHERIFF PBT'S	487.00	223.00	1,000.00	1,000.00	28.00	10.00	972.00	2.80
101-400-688.17	POSTAGE REIMBURSEMENTS	42.93	11.53	50.00	50.00	11.51	0.00	38.49	23.02
101-400-688.19	SHERIFF DRUG SCREENS	391.00	0.00	500.00	500.00	181.55	72.00	318.45	36.31
101-400-690.00	INS & SURETY PREMIUM REFUND	66,173.00	0.00	50,000.00	50,000.00	0.00	0.00	50,000.00	0.00
101-400-695.00	CASH OVER/SHORT	44.24	40.00	0.00	0.00	5.00	0.00	(5.00)	100.00
101-400-696.00	INSURANCE PROCEEDS	22,338.83	0.00	0.00	0.00	0.00	0.00	0.00	0.00
101-400-698.00	MISC	613.91	0.00	0.00	0.00	0.00	0.00	0.00	0.00
101-400-699.00	FUND EQUITY	0.00	0.00	822,112.00	827,651.00	0.00	0.00	827,651.00	0.00
101-400-699.99	TRANSFER IN	230,845.99	40,799.78	167,511.00	167,511.00	0.00	0.00	167,511.00	0.00
TOTAL REVENUES		11,436,356.86	968,730.28	12,086,982.00	12,110,452.11	1,053,862.88	284,457.74	11,056,589.23	8.70
Expenditures									
101	COMMISSIONERS	130,252.95	26,594.58	143,637.00	139,113.00	27,392.30	10,113.30	111,720.70	19.69
131	CIRCUIT COURT	296,117.42	62,684.52	312,461.00	311,684.00	57,089.52	21,519.26	254,594.48	18.32
136	DISTRICT COURT	625,197.83	139,873.58	623,024.00	621,867.00	132,351.25	47,770.67	489,515.75	21.28
139	VICTIM'S RIGHTS	82,228.47	18,019.59	84,143.00	67,403.11	14,122.93	4,977.99	53,280.18	20.95
145	JURY BOARD	6,579.18	0.08	10,810.00	10,810.00	378.48	333.08	10,431.52	3.50
148	PROBATE COURT	589,706.48	128,797.19	596,964.00	593,511.00	128,880.54	48,302.79	464,630.46	21.71
191	ELECTIONS	24,090.82	21,301.73	28,818.00	28,818.00	228.39	228.39	28,589.61	0.79
202	FINANCE DEPARTMENT	299,647.05	61,348.36	304,114.00	301,860.00	53,029.16	18,827.58	248,830.84	17.57
212	ADMINISTRATIVE OFFICE	210,040.28	46,391.34	221,776.00	221,247.00	45,016.74	15,905.62	176,230.26	20.35
215	CLERK/REGISTER	415,810.57	86,756.99	447,393.00	438,951.00	85,845.23	34,132.49	353,105.77	19.56
225	EQUALIZATION	244,475.99	51,662.24	257,468.00	254,043.00	52,415.11	17,280.21	201,627.89	20.63
228	INFORMATION SYSTEMS	244,186.70	42,303.06	310,077.00	308,794.00	43,977.19	16,446.78	264,816.81	14.24
229	PROSECUTING ATTORNEY	613,813.15	125,750.41	608,258.00	623,612.00	118,316.70	43,390.95	505,295.30	18.97
243	GIS	67,091.88	14,318.68	68,605.00	67,881.00	14,159.96	5,053.23	53,721.04	20.86
253	COUNTY TREASURER	226,073.97	45,791.33	262,257.00	266,045.00	53,107.93	19,319.91	212,937.07	19.96
260	TAX ALLOCATION BOARD	749.57	0.00	950.00	950.00	0.00	0.00	950.00	0.00
265	COUNTY MAINTENANCE DEPT	441,323.36	94,077.94	480,134.00	479,660.00	104,307.81	36,455.24	375,352.19	21.75
267	MAJOR EQ/BLDG IMP	43,355.40	1,920.67	167,000.00	107,000.00	(192.99)	(28.90)	107,192.99	(0.18)
270	HUMAN RESOURCE	5,071.40	837.78	5,895.00	5,895.00	1,021.30	577.70	4,873.70	17.32
275	DRAIN COMMISSIONER	2,823.47	562.34	6,090.00	6,090.00	1,325.47	577.83	4,764.53	21.76
284	COUNTY SURVEYOR	1,744.56	300.00	1,750.00	1,950.00	350.00	0.00	1,600.00	17.95
285	GENERAL COUNTY	439,779.15	148,440.86	507,379.00	511,379.00	157,642.82	31,690.15	353,736.18	30.83
301	SHERIFF	1,699,467.48	368,080.15	1,666,212.00	1,725,829.56	350,155.70	126,358.00	1,375,673.86	20.29
302	ORV ENFORCEMENT	26,629.44	0.00	19,474.00	19,474.00	0.00	0.00	19,474.00	0.00
325	CCE 911	431,001.86	107,769.34	431,362.00	431,362.00	107,731.16	40.66	323,630.84	24.97
331	MARINE SAFETY	100,036.89	8,540.30	107,148.00	107,199.00	10,306.19	4,184.50	96,892.81	9.61
332	SNO-MOBILE SAFETY *	9,019.08	7,934.33	9,804.00	9,412.00	8,067.23	3,905.20	1,344.77	85.71
333	SHERIFF SECONDARY ROAD PATROL	74,397.02	16,072.80	75,800.00	76,050.00	16,329.81	5,566.24	59,720.19	21.47
334	STONEGARDEN GRANT	13,861.51	8,711.56	32,100.00	32,100.00	18,152.95	2,710.02	13,947.05	56.55
335	SHERIFF - LOCAL GRANTS	7,932.15	0.00	9,885.00	9,845.00	0.00	0.00	9,845.00	0.00
337	SHERIFF-FEDERAL GRANTS	15,724.44	1,723.52	12,983.00	12,983.00	1,769.79	1,406.38	11,213.21	13.63
338	CANINE UNIT	7,608.05	1,583.89	10,000.00	10,000.00	1,308.55	829.01	8,691.45	13.09
351	CORRECTIONS/COMMUNICATIONS	1,497,024.54	325,324.63	1,477,271.00	1,494,093.00	309,230.56	114,053.70	1,184,862.44	20.70
412	PLANNING/ZONING DEPT	350,770.75	82,983.69	360,611.00	359,641.00	75,800.46	26,879.55	283,840.54	21.08
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	51,522.45	0.00	82,503.00	82,503.00	0.00	0.00	82,503.00	0.00

PERIOD ENDING 03/31/2017

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

GL NUMBER	DESCRIPTION	END BALANCE 12/31/2016	YTD BALANCE 03/31/2016	2017		YTD BALANCE 03/31/2017	ACTIVITY FOR MONTH 03/31/17	AVAILABLE BALANCE	% BDGT USED
				ORIGINAL BUDGET	2017 AMENDED BUDGET				
Fund 101 - GENERAL COUNTY									
Expenditures									
428	L.E.P.C. DEPT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
430	ANIMAL SHELTER/DOG WARDEN	148,293.33	36,972.20	155,440.00	155,440.00	38,041.68	389.45	117,398.32	24.47
441	DEPARTMENT OF PUBLIC WORKS	253.46	253.46	340.00	340.00	203.33	0.00	136.67	59.80
600	HEALTH DEPARTMENTS	331,978.00	82,994.50	338,149.00	338,149.00	84,537.25	0.00	253,611.75	25.00
605	C/D - HEALTH DEPARTMENT	0.00	0.00	500.00	500.00	0.00	0.00	500.00	0.00
648	MEDICAL EXAMINER	11,159.68	2,444.56	19,507.00	19,508.00	2,206.32	735.44	17,301.68	11.31
651	AMBULANCE	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
682	VETERANS	106,066.01	19,364.81	122,725.00	122,516.00	24,063.19	10,637.01	98,452.81	19.64
691	CHEBOYGAN COUNTY HOUSING	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
700	CASH CONTROL	0.00	0.00	0.00	22,729.94	0.00	0.00	22,729.94	0.00
731	COUNTY MSU EXTENSION OFFICE	127,744.97	12,133.41	130,860.00	130,977.00	30,807.09	4,506.18	100,169.91	23.52
751	FAIR GROUNDS / EVENTS	20,810.66	4,086.85	47,772.00	47,794.00	1,466.61	576.28	46,327.39	3.07
753	VETERAN'S PARK	0.00	0.00	7,000.00	7,000.00	0.00	0.00	7,000.00	0.00
784	SOIL CONSERVATION	13,469.01	3,126.88	13,720.00	13,720.00	3,127.31	1.10	10,592.69	22.79
802	PLAT BOARD	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
900	SPECIAL APPROPRIATIONS	86,125.00	80,000.00	86,575.00	86,575.00	80,000.00	0.00	6,575.00	92.41
902	APPRO/TRANSFERS TO OTHER FUNDS	780,040.38	99,110.88	1,074,907.00	1,080,817.50	139,471.11	68,696.74	941,346.39	12.90
941	GENERAL CONTINGENCY	0.00	0.00	157,331.00	157,331.00	0.00	0.00	157,331.00	0.00
954	INSURANCES	170,071.96	44,632.35	188,000.00	188,000.00	48,110.35	476.00	139,889.65	25.59
TOTAL EXPENDITURES		11,091,167.77	2,431,577.38	12,086,982.00	12,110,452.11	2,441,652.48	744,825.73	9,668,799.63	20.16
Fund 101 - GENERAL COUNTY:									
TOTAL REVENUES		11,436,356.86	968,730.28	12,086,982.00	12,110,452.11	1,053,862.88	284,457.74	11,056,589.23	8.70
TOTAL EXPENDITURES		11,091,167.77	2,431,577.38	12,086,982.00	12,110,452.11	2,441,652.48	744,825.73	9,668,799.63	20.16
NET OF REVENUES & EXPENDITURES		345,189.09	(1,462,847.10)	0.00	0.00	(1,387,789.60)	(460,367.99)	1,387,789.60	100.00

Cash Summary by Fund  
Cash and Investment Report  
for March 2017

will not be presented as 2016  
adjusting entries are still being  
posted and beginning cash  
balances may be affected.

## ADMINISTRATOR'S REPORT

5-9-17

### JAIL EXPANSION- STORAGE PROJECT:

Pursuant to discussion at the Boards work session, staff is requesting authorization to prepare an RFP to request firms provide a bid to complete final architectural and engineering plans for the construction of the Jail Expansion and Storage project.

### P.U.D. ZONING AMENDMENT:

The Planning Commission will soon be reviewing proposed amendments most likely at a June meeting. Staff is preparing two revisions for consideration by the Planning Commission for recommendation to the Board of Commissioners. One version will require final P.U.D. approval by the Planning Commission and one version will require final approval by the Board of Commissioners. Once a recommendation is provided by the Planning Commission both language revision formats will be provided to the Board of Commissioners for consideration.

### CIRCUIT COURT

GRANT APPLICATIONS: The Circuit Court is currently preparing grant applications under three State programs. Two of the grant applications, MDCGP and the Edward Byrne Memorial Justice Assistant Grants, have been applied for in the past and are to pursue funding to support the Drug Court. Due to the grant submittal deadline, the applications will be placed on the Commission's May 23, 2017 agenda for action.

The Court was also notified by the State Court Administrator's Office in late April that the Circuit Court is eligible to apply for the Swift and Sure Sanctions Probation Program Grant which supplies funding toward intensive probation supervision program that targets felony offenders with a history of probation violations. The grant application deadline for this program is May 5, 2017. The Judge identified that the Court would submit the application and provide grant information to the Board at the May 23, 2017 meeting for Board ratification. Staff has discussed the program with the Judge and identified that the program would be contingent on receiving grant funding and that no other funds have been appropriated. The program would require participants to be closely monitored, including frequent random testing for drug and alcohol use and frequent meetings with their case worker. The objective of the program is to improve probationer success by imposing graduated sanctions including jail time if program parameters are not met. This has resulted in a reduction in drug and alcohol test failures in participants as well as a higher compliance in probation attendance and compliance in existing programs across the State.



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# Cheboygan County Board of Commissioners' Meeting

May 9, 2017

**Title:** Equalization Director Employment Agreement

**Summary:** Pursuant to our succession and restructuring plan for the Equalization Department, Ms. Zabik has obtained her Michigan Advanced Assessing Officer certification and can now hold the position of Equalization Director for the County. Ms. Eaton is officially retired from the position of Cheboygan County Equalization Director with the appointment of Ms. Zabik.

**Financial Impact:** Position has a salary of \$63,000 plus identified benefits.

**Recommendation:** Motion to approve employment agreement with and appoint Elizabeth Zabik as Equalization Director.

**Prepared by:** Jeffery B. Lawson

**Department:** Administrative

## Employment Agreement

THIS AGREEMENT, is made and entered into to be effective the 9<sup>th</sup> day of May, 2017 by and between the Cheboygan County, a municipal corporation, whose address is 870 South Main Street, P.O. Box 70, Cheboygan, Michigan 49721 (hereinafter called "Employer") and Elizabeth Zabik, whose address is 827 Pond St., Mackinaw City, Michigan 49701 (hereinafter called "Employee").

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

### **Section 1: Term**

The term of this Agreement shall be three (3) years, beginning May 9, 2017 and ending May 8, 2020.

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

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

### **Section 3: Compensation**

- A. Employer agrees to pay Employee an annual base salary of SIXTY-THREE THOUSAND and 00/100 DOLLARS (\$63,000.00), payable in installments at the same time that the other management employees of the Employer are paid.
- B. This Agreement shall be automatically amended to reflect any salary adjustments that are provided by the Employer during the term of this Agreement.
- C. Employer agrees to consider in the sole exercise of its discretion increases in the compensation of the Employee dependent upon the results of the performance evaluation conducted under the provisions of Section 10 of this Agreement. Any increased compensation can be in the form of a salary increase.

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

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

- C. The Employer shall at its sole expense provide Employee with a term life insurance policy with a death benefit of \$15,000. Employee shall have the right to designate the beneficiaries on this life insurance policy and shall pay any required income or other taxes that may accrue as a result of the Employer providing this life insurance policy.
- D. The Employer participates in the Michigan Municipal Employees Retirement System (MERS). The Employee's retirement benefit shall be the MERS B-4 Plan. Under this Plan, the Employee shall contribute three and one-half percent (3.5%) of Employee's gross compensation each year to the plan. The specific terms and conditions governing the retirement plan are controlled by the statutes and regulations establishing the Michigan Municipal Employees Retirement System.
- E. The Employer shall provide Employee with the use of a motor vehicle owned by Employer for the primary purpose of official business. The Employer shall be responsible for paying for liability, property damage, and comprehensive insurance, and for the operation, maintenance, and repair of the motor vehicle.
- F. The Employee shall be entitled to the same paid holidays as other non-union administrative employees.

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

- A. During the term of this Agreement, the Employee shall be entitled to sick days to be used in the case of Employee's illness. Employee shall accrue sick days at a rate of one (1) day per month, up to a total of ninety (90) days.
- B. During the term of this Agreement, the Employee shall be entitled to seventeen (17) paid vacation days annually renewed May 9<sup>th</sup> each year.
- C. During the term of this Agreement, the Employee shall be entitled to three (3) paid personal leave days annually renewed January 1<sup>st</sup> each year; provided, however, Employee has already been awarded and she has used her personal leave days for the 2017 calendar year.
- D. In the event the Employee's employment is terminated, either voluntarily or involuntarily, the Employee shall be compensated for all accrued and unused vacation time, prorated to the date of termination at the Employee's rate of compensation in effect at the time of termination. In addition, the Employer agrees to make a contribution to the Employee's MERS Retirement Plan on the value of this compensation calculated using the rate ordinarily contributed on regular compensation. Employee, however, shall not be compensated for accrued and unused sick or personal leave days.

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

- A. Employer agrees to budget for and to pay for professional dues and subscriptions of the Employee necessary for continuation and full participation in national, regional, state, and local associations, and organizations necessary and desirable for the Employee's continued professional participation, growth,

and advancement, and for the good of the Employer as approved in the budget process each year.

- B. Employer agrees to budget for and to pay for travel and subsistence expenses of Employee for professional and official travel, meetings, and occasions to adequately continue the professional development of Employee and to pursue necessary official functions for Employer as approved in the budget process each year.

### **Section 7: Termination**

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

- A. The Employer may terminate this Agreement without cause upon thirty (30) days advanced notice. Provided, however, Employer, at its sole discretion, may terminate this Agreement without cause and without advanced notice upon payment to Employee of severance compensation equal to thirty (30) days salary at Employee's rate of compensation in effect at the time of termination.
- B. If the Employer reduces the base salary, compensation or any other financial benefit of the Employee to a degree greater than the average reduction of all department heads within the county, then Employee shall have the right, upon thirty (30) days advanced written notice to the Employer, to terminate this Agreement.
- C. If the Employee resigns following an offer to accept a resignation made by the Employer, then Employee may declare a termination of this Agreement as of the date of the requested resignation.
- D. Employee may resign from employment for any reason not specified in this section upon thirty (30) days advanced written notice to the Employer.
- E. This Agreement shall automatically terminate upon the death of the Employee, in which case Employee's estate shall be entitled to receive the compensation due the Employee for a termination of this Agreement.
- F. Employer may terminate this Agreement immediately for cause. "For Cause" shall be defined to mean any of the following circumstances:
  - (a) any material breach of this Agreement;
  - (b) conviction of a misdemeanor resulting in a term of incarceration, a felony, or any crime involving moral turpitude or dishonesty;
  - (c) the willful, wanton, negligent or reckless commission of or participation in any act or omission which has a significantly adverse impact upon the Employer;
  - (d) two performance evaluation scores with a performance evaluation of "unsatisfactory." The Employee shall have at least 90 days after the first evaluation to meet with the County Administrator to develop an action plan to address the concerns raised in the evaluation; or

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

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

**Section 7A: Reimbursement for MCAO and MAAO Costs.**

The Employee acknowledges that Employer has paid MCAO and MAAO costs on behalf of Employee since 2014, which the parties hereby agree was a total of \$6,570. Therefore, the Employee hereby agrees that if she terminates her employment for any reason within twenty-four (24) months of the effective date of this Agreement, she shall reimburse Employer the amount of these costs, prorated over this 24 month period. For example, if Employee terminates her employment after 6 months, she will reimburse 75% of the costs; after 12 months, 50%, and after 18 months, 25%.

**Section 8: Severance**

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

**Section 9: Disability**

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

**Section 10: Performance Evaluation**

During the term of this Agreement Employer, acting through the county administrator, shall review the performance of the Employee no less than bi-annually, subject to a process, form, criteria, and format for the evaluation which shall be mutually agreed upon in writing by the Employer and Employee. The process at a minimum shall

include the opportunity for both parties to: (1) prepare a written evaluation, (2) meet and discuss the evaluation, and (3) present a written summary of the evaluation results. The final written evaluation should be completed and delivered to the Employee within 30 days of the evaluation meeting. In the event of an unsatisfactory evaluation, the Employee shall be given no less than six (6) months to correct the identified performance deficiencies before the next performance evaluation by the Employer.

**Section 11: Hours of Work**

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

**Section 12: Outside Activities**

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

**Section 13: Indemnification**

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

**Section 14: Bonding**

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

**Section 15: Other Terms and Conditions of Employment**

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

**Section 16: Notices**

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

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

**Section 17: General Provisions**

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

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

CHEBOYGAN COUNTY

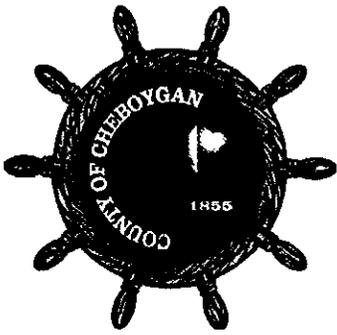
Date: \_\_\_\_\_

By: \_\_\_\_\_  
Chris Brown

Its: Vice Chairperson

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

\_\_\_\_\_  
Elizabeth Zabik



# Cheboygan County Board of Commissioners' Meeting

May 9, 2017

**Title:** 2017 Salary & Wage Resolution - Non-Union General Employees #16-021 – Amendment #3 - Equalization

**Summary:**

Pursuant to our succession and restructuring plan for the Equalization Department, Ms. Zabik has obtained her Michigan Advanced Assessing Officer certification and is recommended to be promoted to Equalization Director. Ms. Zabick's current position as Deputy Equalization Director will not be filled. The Department has also had a retirement at the Senior Property Appraiser position. Staff is recommending that the Senior Property Appraiser Position not be refilled and that two 40 hour per week Property Appraiser positions be funded for the department allowing for the promotion of the Clerk II position to a Property Appraiser Position. Staff is recommending that the Clerk II position not be refilled.

*Note: Depending on the qualifications and timing of filling the second Property Appraiser Position it may be necessary to obtain a contract appraiser to complete a portion of field appraisal work which must be completed within the next three months.*

<u>Historical Structure</u>	<u>Current Structure</u>	<u>Proposed Structure</u>
Director (Salary)	Director (Salary)	Director (Salary)
Senior Property Appraiser (35 hrs)	Deputy Director (40 hrs)	Property Appraiser (40 hrs)
Property Appraiser (35 hrs)	Senior Property Appraiser (40 hrs)	Property Appraiser (40 hrs)
Clerk (35 hrs)	Clerk (35 hrs)	<i>Contracted Help ? (1<sup>st</sup> yr only)</i>
Wage Cost - \$156,277.80	Wage Cost - \$162,028.80	Wage Cost – 138,795.20

*Note: Wage costs assume top of wage scale after probationary period.*

**Financial Impact:**

Savings from moving from the current structure to the proposed structure

Annually - \$23,233.60 wage, \$10,961.77 fringe, total \$34,195.37

**Recommendation:**

Adopt Amendment #3 to the 2017 Salary and Wage Resolution – Non-Union General Employee #16-021 to be effective May 10, 2017 and authorize the Vice-Chair to sign and approve the necessary budget adjustments.

**Prepared by:** Kari Kortz

**Department:** Finance

Amendment #3 2017 Salary and Wage Resolution  
 Non-Union General Employees  
 Approved 16-021 on October 11, 2016

	<i>Number of Positions</i>	<i>Hours per Work Week</i>	<i>Hours per Year</i>	<i>2017 Salary or Hourly Rate</i>	<i>2017 Increase %</i>	<i>2017 Increase \$</i>	<i>2017 Salary or Hourly Rate</i>
<b>EQUALIZATION</b>							
Equalization Director	1	Salary	Salary	50,000.00	26.00%	13,000.00	63,000.00
Deputy Equalization Director	0	40	2080	20.64	This position is being eliminated.		
Union Positions Not Detailed in Wage Resolution	2	40	2080				
Union Positions Not Detailed in Wage Resolution	0	35	1820				

*Adopted by the Cheboygan County Commissioners on the following date to be effective May 10, 2017.*

Signed by: \_\_\_\_\_  
 Christopher S. Brown, Board Vice-Chairperson

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



# Cheboygan County

## Board of Commissioners' Meeting

May 9, 2017

**Title:** 2017 Wage and Salary Resolution #16-021 – Amendment #4 – Prosecutor's Office

**Summary:** Upon the retirement of Chief Assistant Prosecutor Anthony Damiano in the fall of 2016, Assistant Prosecutor Alfred Feleppa was promoted to the position of Chief Assistant Prosecutor and assumed the salary of this position. Prior to Tony's retirement, the Prosecutor's Office interviewed candidates and Melissa Goodrich, who has been licensed to practice law in Michigan since 2003 and has worked in both the Montmorency and Presque Isle County Prosecutors' Offices, was the top candidate. On August 12, 2016, relying on the 2016 Salary and Wage Resolution for Non-Union Employees approved on January 12, 2016 (Attachment #1), Melissa was offered the position with a starting annual salary of \$68,680.00 with health insurance and retirement plan and a 1% increase on 01/01/2017 (Attachment #2).

In January of 2017, Melissa Goodrich brought to the attention of the Office Manager and Prosecutor that she was not getting paid the amount agreed upon at the time of her hire. In researching the matter, we found that the Board had approved a second 2016 Salary and Wage Resolution on October 11, 2016 (Attachment #3) without informing the Office of Prosecuting Attorney that they had reduced the salary of Melissa Goodrich by \$680.00 annually. At no time was anything put into writing for Melissa Goodrich to acknowledge and accept other than the offer made by Prosecutor Vizina via text message on August 12, 2016 as agreed upon verbally with County Administration.

The Prosecutor's Office has continually prided itself in being frugal with the taxpayers' money by reducing staff, expenses, and spending below our annual budgeted amount. The position of Assistant Prosecutor has undergone changes since the fall of 2016 and the hiring of Melissa Goodrich. This position now encompasses all three courts, Probate, District and Circuit, as she is not only working with abuse and neglect cases, but has undertaken Domestic Violence and Criminal Sexual Conduct cases, as well.

Public safety is the priority within this office and Melissa Goodrich, through her training and experience, deserves a salary commensurate to the requirements of her position.

**Financial Impact:** Retro Pay for 2016 \$186 wage, \$29 fringe, total \$215.  
Amended Pay for 2017 \$687 wage, \$109 fringe, total \$796.  
Budget Adjustment for 2017 \$873 wage, \$138 fringe, total \$1,011.

**Recommendation:** Adopt Amendment #4 to the 2017 Salary and Wage Resolution – Non-Union General Employee #16-021 to be effective January 1, 2017, authorize the Vice-Chair to sign and approve the necessary budget adjustments (Attachments #4 & #5).

**Prepared by:** Daryl P. Vizina

**Department:** Prosecuting Attorney

# ATTACHMENT #1

2016 Salary and Wage Resolution  
 Non-Union General Employees  
 Approved 16-01 on January 12, 2016

	Number of Positions	Hours per Work Week	Hours per Year	2015 Salary or Hourly Rate	2016 Increase %	2016 Increase \$	2016 Salary or Hourly Rate
<b>PROBATE COURT / JUVENILE PROBATION / CHILDCARE</b>							
Probate Registrar / Family (Juvenile) Court Administrator	1	35	1820	22.49	6.00%	1.35	23.84
Court Reporter / Financial Officer	1	35	1820	19.40	5.00%	0.97	20.37
Deputy Probate Registrar	1	35	1820	15.99	4.00%	0.64	16.63
Director of Juvenile Services / CJO	1	35	1820	23.70	6.00%	1.42	25.12
Deputy Juvenile / Probate Registrar	1	35	1820	15.99	4.00%	0.64	16.63
Deputy Juvenile Registrar / Collections Officer	1	35	1820	15.99	4.00%	0.64	16.63
Intensive Probation Officer #1	1	35	1820	20.32	5.00%	1.02	21.34
Intensive Probation Officer #2	1	35	1820	19.94	5.00%	1.00	20.94
Union Positions Not Detailed in Wage Resolution	0						
After-Hours	NA	NA	NA	7,775.00	0.00%	-	7,775.00
Nightwatch	NA	NA	NA	12,300.00	0.00%	-	12,300.00

<b>PROSECUTORS OFFICE / VICTIM'S ADVOCATE</b>							
Asst. Prosecuting Attorney #1	1	Salary	Salary	76,000.00	3.00%	2,280.00	78,280.00
Asst. Prosecuting Attorney #2	1	Salary	Salary	68,000.00	1.00%	680.00	68,680.00
Office Manager/Confidential Sec.	1	40	2080	20.24	3.00%	0.61	20.85
Union Positions Not Detailed in Wage Resolution	2	35	1820				
Union Positions Not Detailed in Wage Resolution	2	40	2080				

<b>RECYCLING</b>							
Coordinator	1	37.5	1950	16.40	5.00%	0.82	17.22
	NA	As Needed	512	15.23	4.00%	0.61	15.84
	NA	As Needed	416	\$8.25 - \$9.25	2.70% - 3.03%	0.25	\$8.50 - \$9.50

Note: For 2016, returning recycling - laborer employees will receive a \$.25 raise.

<b>SAYPA</b>							
Instructional Aid	1	40	2080	14.32	4.00%	0.57	14.89
Youth Transport Monitor	1-2	20-29	1228	10.50	2.38%	0.25	10.75
Youth Classroom Monitor (f)	1-2	20-29	1228	10.50	2.38%	0.25	10.75
Union Positions Not Detailed in Wage Resolution	0						

(f) Subject to available funding. This position will not be funded by General Fund operating revenue.

How about \$68,680 to start with health insurance and a retirement plan? A 1% raise on 1/1/17.

Let me know.

Wow - thanks Daryl!!  
I'm so excited to get started!

Are you interested?

Yes - I accept - thanks so much!

Fri, Aug 12, 6:50 PM

Welcome aboard

# ATTACHMENT #3

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

	Number of Positions	Hours per Work Week	Hours per Year	2016 Salary or Hourly Rate	2017 Increase %	2017 Increase \$	2017 Salary or Hourly Rate
<b>PROBATE COURT / JUVENILE PROBATION / CHILDCARE</b>							
Probate Registrar / Family (Juvenile) Court Administrator	1	35	1820	25.79	5.00%	1.29	27.08
Finance Officer	1	35	1820	19.60	1.75%	0.34	19.94
Court Reporter / Deputy Registrar	1	35	1820	19.60	1.75%	0.34	19.94
Director of Juvenile Services / CJO	1	35	1820	23.69	5.00%	1.18	24.87
Deputy Probate Registrar	1	35	1820	15.99	3.00%	0.48	16.47
Deputy Juvenile / Probate Registrar	1	35	1820	15.99	3.00%	0.48	16.47
Intensive Probation Officer #1	1	35	1820	21.85	1.75%	0.38	22.23
Intensive Probation Officer #2	1	35	1820	18.98	4.00%	0.76	19.74
Union Positions Not Detailed in Wage Resolution	0						
After-Hours	NA	NA	NA	7,775.00	0.00%	-	7,775.00
Nightwatch	NA	NA	NA	12,300.00	0.00%	-	12,300.00

<b>PROSECUTORS OFFICE / VICTIM'S ADVOCATE</b>							
Asst. Prosecuting Attorney #1	1	Salary	Salary	78,280.00	2.00%	1,565.60	79,845.60
Asst. Prosecuting Attorney #2	1	Salary	Salary	68,000.00	1.00%	680.00	68,680.00
Office Manager/Confidential Sec.	1	40	2080	20.85	2.00%	0.42	21.27
Union Positions Not Detailed in Wage Resolution	2	35	1820				
Union Positions Not Detailed in Wage Resolution	2	40	2080				

<b>RECYCLING</b>							
Coordinator	1	37.5	1950	17.22	4.00%	0.69	17.91
	NA	As Needed	512	15.84	4.00%	0.63	16.47
	NA	As Needed	416	\$8.50 - \$9.50	5.26% to 5.88%	0.50	\$9.00 - \$10.00

Note: For 2017, returning recycling - laborer employees will receive a \$.25 raise.

<b>SAYPA</b>							
Instructional Aid	1	40	2080	14.89	3.00%	0.45	15.34
Union Positions Not Detailed in Wage Resolution	0						

# ATTACHMENT #4

Amendment #4 2017 Salary and Wage Resolution  
Non-Union General Employees  
Approved 16-021 on October 11, 2016

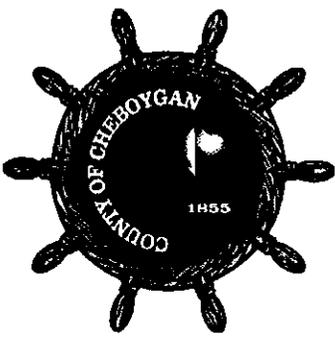
<b>PROSECUTORS OFFICE / VICTIM'S ADVOCATE</b>	<b>Number of Positions</b>	<b>Hours per Work Week</b>	<b>Hours per Year</b>	<b>2017 Salary or Hourly Rate</b>	<b>2017 Increase %</b>	<b>2017 Increase \$</b>	<b>2017 Salary or Hourly Rate</b>
Asst. Prosecuting Attorney #2	1	Salary	Salary	68,680.00	1.00%	686.80	69,366.80

Adopted by the Cheboygan County Commissioners on the following date to be effective January 1, 2017.

Signed by: \_\_\_\_\_  
Christopher S. Brown, Board Vice-Chairperson

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





JK

# Cheboygan County

## Board of Commissioners' Meeting

May 9, 2017

**Title:** 2017 Salary & Wage Resolution - Non-Union General Employees #16-021 – Amendment #5

**Summary:**

Discussion was held at the Board Planning Session held on April 27, 2017 to place on the agenda for consideration raising the hourly wage of the Administrative Assistant from \$19.21 to \$20.44 to provide for equity with internal comparable positions.

**Financial Impact:**

Annually - \$2,558.40 wage, \$650.16 fringe, total \$3,208.56  
2017 Budget Adjustment - \$1,604 wage, \$408 fringe, total \$2,012.

**Board Consideration:**

Adopt Amendment #5 to the 2017 Salary and Wage Resolution – Non-Union General Employee #16-021 to be effective May 10, 2017 and authorize the Vice-Chair to sign and approve the necessary budget adjustments (see attached).

**Prepared by:** Kari Kortz

**Department:** Finance

Amendment #5 2017 Salary and Wage Resolution  
 Non-Union General Employees  
 Approved 16-021 on October 11, 2016

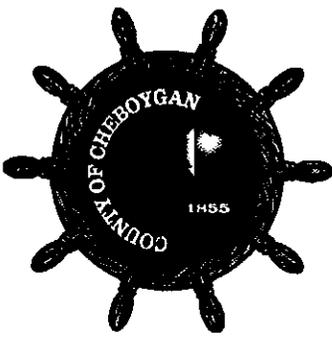
	<i>Number of Positions</i>	<i>Hours per Work Week</i>	<i>Hours per Year</i>	<i>2017 Salary or Hourly Rate</i>	<i>2017 Increase %</i>	<i>2017 Increase \$</i>	<i>2017 Salary or Hourly Rate</i>
<b>ADMINISTRATIVE OFFICE</b>							
Administrative Assistant	1	40	2080	19.21	6.40%	1.23	20.44

*Adopted by the Cheboygan County Commissioners on the following date to be effective May 10, 2017.*

*Signed by:* \_\_\_\_\_  
 Christopher S. Brown, Board Vice-Chairperson

*Date Signed:* \_\_\_\_\_





# Cheboygan County Board of Commissioners' Meeting May 9, 2017

**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:

**Removing**

- 1) Swanson – Inmate Commissary Supplies and Services

**Adding**

- 1) Stellar Services – Inmate Commissary Supplies and Services

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 May 9, 2017

**Prepared by:** Kari Kortz

**Department:** Finance



**Policy Department:** Finance

**Policy Number:** 300-2A

**Prepared by:** Kari Kortz, \_\_\_\_\_

**Adopted:** May 9, 2017

**Effective:** May 9, 2017

**Last Revised:** March 14, 2017

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

<b>Vendor</b>	<b>Department</b>	<b>Product or Service</b>	<b>Added By</b>	<b>Date Added</b>
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

<b>Vendor</b>	<b>Department</b>	<b>Product or Service</b>	<b>Added By</b>	<b>Date Added</b>
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	Multibridge 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
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 and Maintenance	Tim Mason	6/24/2014

<b>Vendor</b>	<b>Department</b>	<b>Product or Service</b>	<b>Added By</b>	<b>Date Added</b>
Governmental Business Service	Elections	Election Supplies	Mary Ellen Tryban	2/13/2008
Great Lakes Scuba	Sheriff	Dive Equipment	Dale Clarmont	3/10/2009
Hilliard Lyons	Administration (for Cheboygan County Road Commission)	Bond Refunding Services – Bond Advisor / Underwriter	Jeff Lawson	10/8/2013
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
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	Body Armor	Dale Clarmont	8/11/2015
Neopost	Maintenance	Postage on Call for Mail Machine	Tim Mason	2/13/2008
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
Oscar W. Larson	Marina	Fuel Tank Repairs and Maintenance	Curt Chambers	2/13/2008

<b>Vendor</b>	<b>Department</b>	<b>Product or Service</b>	<b>Added By</b>	<b>Date Added</b>
Otis Elevator	Maintenance	Elevator Maintenance	Tim Mason	2/13/2008
Pro-Tech	Sheriff	Communications 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
Spectrum Health	Medical Examiner	Autopsies / Lab Work	Mary Ellen Tryban	2/13/2008
Speedway Super America	SRR	Diesel Fuel – Card Program	Mike Couture	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
Sunguard Public Sector Inc.	Sheriff	911 Workstation Maintenance	Dale Clarmont	3/9/2010
Swansons	Corrections	Inmate Commissary	Dale Clarmont	2/13/2008
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
Wheeler Motors	Sheriff	DF Vehicle	Dale Clarmont	10/22/2013
Williams Office Equipment	IS	Copiers and Maintenance	Matt Hellens	3/9/2010



# Cheboygan County

## Board of Commissioners' Meeting

May 9, 2017

**Title:** Waterways Grant Agreement and Resolution # 17-05  
Harbors and Docks Mooring Construction

**Summary:** The County has been awarded a \$400,000 grant for the replacement of fuel tanks, piping, sidewalks, landscaping, 50' ADA gangway to pier and floating fuel dock area including fuel service building, fuel dispenser and pump out system.

**Financial Impact:** Grant will pay for 50% of engineering and contract cost for the estimated \$800,000 project up to \$400,000. County is responsible for a minimum match of \$400,000.

**Recommendation:** Adopt Resolution 17-05 approving Waterways Grant Agreement- Harbors and Docks - Mooring Construction with the State of Michigan authorizing the Chair or Vice-Chair to sign the Resolution-Grant Agreement and any future grant documents, and authorize all necessary Budget adjustments.

**Prepared by:** Jeffery B. Lawson

**Department:** Administration

**Resolution 17-05**

Upon a motion made by \_\_\_\_\_, seconded by \_\_\_\_\_, the following Resolution was adopted:

**“RESOLVED**, that the County of Cheboygan, Michigan, accepts the terms of the Agreement as received from the Michigan Department of Natural Resources, and that the County agrees, but not by way of limitation, as follows:

1. To appropriate the sum of Four Hundred Thousand dollars (\$400,000) to match the Four Hundred Thousand dollars (\$400,000) State grant authorized by the Department.
2. To maintain satisfactory financial accounts, documents, and records, and to make them available to the Department for auditing at reasonable times.
3. To construct the facilities and provide the funds, services, and materials as may be necessary to satisfy the terms of the Agreement.
4. To ensure that all premises, buildings, and equipment related procedures comply with all applicable State and Federal regulations.
5. To establish and appoint the Cheboygan County Administrator to regulate the use of the facilities constructed under this Agreement to assure the use thereof by the public on equal and reasonable terms.
6. To enforce all State statutes and local ordinances pertaining to marine safety and to enforce statutes of the State of Michigan within the confines of the County pertaining to the licensing of watercraft. Watercraft not fully complying with the laws of the State of Michigan relative to licensing shall not be permitted to use the facility until full compliance with those laws has been made.
7. To comply with all terms of the Agreement, including all terms not specifically set forth in the foregoing portions of this Resolution.”

The following aye votes were recorded: \_\_\_\_\_

The following nay votes were recorded: \_\_\_\_\_

STATE OF MICHIGAN        )  
  )  
COUNTY OF CHEBOYGAN    )

I, Karen L. Brewster, the Clerk of the County of Cheboygan, Michigan, certify that the foregoing is a true and complete copy of the Resolution relative to the Agreement with the Michigan Department of Natural Resources, which was adopted by the Cheboygan County Board at a meeting held May 9, 2017.

Dated: May 9, 2017

\_\_\_\_\_  
Karen L. Brewster, Cheboygan County Clerk

## WATERWAYS GRANT AGREEMENT

### **Harbors and Docks – Mooring Construction**

**THIS WATERWAYS GRANT AGREEMENT** (the "Agreement") is made as of \_\_\_\_\_, 2017, between the County of Cheboygan, CHEBOYGAN COUNTY, MICHIGAN (the "County") and the MICHIGAN DEPARTMENT OF NATURAL RESOURCES, a principal department of the State of Michigan (the "Department").

**WHEREAS**, the County is an important center of recreational boating activity and serves as a refuge point for shallow-draft recreational vessels;

**WHEREAS**, the County has asked that the Department assist the County in the replacement of harbor fuel tanks and piping, sidewalk, landscaping a disturbed upland area, a new fifty foot (50') ADA gangway. A complete replacement of the floating fuel dock area including the fuel service building, pumps, dock, all utilities and piping within the dock as well as the pump out system, and ice suppression system installation around the new floating fuel dock at the Cheboygan County Marina (the facilities);

**WHEREAS**, the Department is willing to assist the County to construct the facilities, which are estimated to cost Eight Hundred Thousand dollars (\$800,000.00), with the Department agreeing to pay 50% of the estimated cost, and is not to exceed Four Hundred Thousand dollars (\$400,000.00).

**NOW, THEREFORE**, in consideration of the Agreement's mutual promises and undertakings, the parties agree as follows:

1. The Department shall:

(a) grant to the County a sum of money equal to 50% of the cost of construction of the facilities called for by the plans and specifications, including final engineering costs, but not to exceed Four Hundred Thousand dollars (\$400,000.00). The words "plans and specifications" shall mean the plans and specifications developed for the County for the facilities prepared by a consulting firm duly licensed to perform professional services within the State of Michigan (the "State").

(b) release State funds as reimbursement according to the following:

Acceptance by the County of this Agreement, written  
Department approval of final plans and specifications

(bidding documents), receipt of all necessary permits, award of contract to a competent contractor (licensed in the State of Michigan) to accomplish the work called for by the plans and specifications following bidding procedures acceptable to the Department and County, and receipt of payment reimbursement requests.

The final ten (10) percent shall be paid upon completion of work and receipt of progress payment requests from the contractor that are approved for payment by the designated project manager. The final ten (10) percent of State funds shall be paid upon completion of the project and 60 days after receipt of project cost documentation to the Department by the County or completion of an audit of the expenditures for the facilities by the Department, whichever occurs first.

(c) make the resources of the Department and the experience gained by the Department operating similar boating projects available to the County.

(d) provide for the routine inspection of the facilities, including all equipment and buildings.

2. The County shall:

(a) immediately appropriate the sum of Four Hundred Thousand dollars (\$400,000.00) for the project, which represents fifty (50) percent of the total cost of the project work called for by this Agreement. Any additional funds needed to complete this work, called for in this Agreement, shall be provided by the County.

(b) construct the facilities to the satisfaction of the Department, and to provide the funds, services, and materials necessary to satisfy this Agreement. There shall be no deviation from the plans and specifications without the express written consent of Chief of the Parks and Recreation Division. Proceeding with unauthorized changes shall result in excluding the work from State fund eligibility. Upon completion of the project, a final set of "as built" plans shall be submitted to the Department on a CD in an appropriate format.

(c) use all funds granted by the Department to this Agreement solely for the conduct and completion of the project work within three (3) years from the date of this Agreement. The County shall maintain satisfactory financial accounts, documents and records, and shall make them available to the Department for auditing at reasonable times. The County shall retain all accounts, documents, and records for the facilities for not less than three (3) years following completion of construction.

(d) permit Department review and approval of all professional services agreements, project contracts, bidding documents, specifications and final engineering drawing plans before being sent out to bid. The final engineering drawings shall provide, or conduct, soil boring data for any projects below the waterline. The Department must approve all change orders before being initiated. The Department shall have a representative on the selection panel for all contracts.

(e) ensure that all premises, buildings, and equipment-related procedures comply with all applicable State and Federal regulations for employee and public safety and with all applicable construction codes. All facilities shall comply with the barrier free design requirements of the Utilization of Public Facilities by Physically Handicapped Act, MCL 125.1351 *et seq.* The County shall submit a written report to the Department annually in which any safety issues, identified through Department inspections, are listed and compliance procedures are outlined. If the Department determines the County has failed to correct any safety issues, the Department will have the necessary work completed and the County shall pay 105% of the cost of the work.

(f) construct the facilities authorized under this Agreement, and the land and water access ways to those facilities, only in accordance with the plans and specifications approved by the Department.

(g) certify to the best of its knowledge and belief that the County and any principal, agent, contractor, and subcontractor of the County:

(1) are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any State or Federal agency.

(2) have not been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State, or local) transaction or contract under a public transaction, as defined in 45 CFR 1185; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property within a three-year period preceding this Agreement.

(3) are not presently indicted or otherwise criminally or civilly charged by a governmental entity (Federal, State, or local) with commission of any of the offenses.

(4) have not had one or more public transactions (Federal, State, or local) terminated for cause or default within three years preceding this Agreement.

(5) will comply with all applicable requirements of all Federal and State laws, rules, executive orders, regulations, and policies governing this program.

3. After the facilities are constructed, the County shall:

(a) establish or assign a competent and proper agency of the County to operate the facilities, to regulate the use of the facilities, and to provide for maintenance for the facilities to the satisfaction of the Department.

(b) provide to the Department for approval, a complete tariff schedule containing all charges to be assessed against watercraft utilizing the facilities and to provide any amendment to the schedule to the Department for approval before becoming effective. Any fee schedule adopted by the County shall provide for sufficient income to defray operating and maintenance expenses of the project exclusive of depreciation. The County shall not impose fees for the use of the facilities unless they have been specifically approved by the Department in writing. Any net revenues accruing from the operation of the facilities shall be separately accounted for and reserved in a restricted fund by the County for the future maintenance or expansion of the facility or, with the Department's approval, for the construction of other recreational boating facilities. The County shall request, no more than once annually, approval to vary from fee rates set by the Department.

(c) enforce all State statutes and local ordinances pertaining to marine safety, licensing of watercraft, and the dispensing of marine fuel within the County.

(d) furnish the Department, upon request, detailed statements covering the annual operation of the facilities, including boat traffic, income, and expenses for the 12 months ending December 31 of each year.

(e) hold the State of Michigan and the Department harmless from damages or any suits brought against the County due to construction, maintenance or operation of the facilities.

(f) maintain throughout the life of this Agreement suitable signs for both land and water approaches designating this project as having been constructed by the County and the Department. The size, color, and design of these signs shall be approved by the Department before being constructed.

(g) adopt the ordinances or resolutions as required to effectuate this Agreement. The County shall forward certified copies of all the ordinances and resolutions to the Department before their effective date.

(h) participate in the State Harbor Reservation System for the life of facilities.

(i) provide, upon the Department's request, one seasonal boat slip at no cost for Department-owned vessels.

4. Facility improvements are held in perpetuity. Perpetuity is defined as life of facilities. Life of facilities is defined as a minimum of 20 years from latest grant award. The County may request release from grant obligations after 20 years from date of last executed grant agreement.

5. The County shall comply with all State and Federal statutes applicable to the facilities.

6. The County must submit all reports, documents, or actions required by this Agreement to the Chief of the Parks and Recreation Division, Department of Natural Resources, P.O. Box 30257, Lansing, Michigan 48909. The County must submit invoices for reimbursement within ninety (90) days of invoice date.

7. Nothing in this Agreement shall be in any way construed to impose any obligation of whatsoever nature, financial or otherwise, upon the Department for the operation or maintenance of any recreational boating facilities.

8. All of the facilities constructed pursuant to this Agreement, or pursuant to any amendments or extensions of this Agreement, shall be reserved in perpetuity by the County for the exclusive use and/or rental, on a daily basis, by the operations of transient recreational watercraft, unless otherwise authorized in writing by the Department.

9. Commercial operations of any type shall not be permitted to regularly use any of the facilities or to be located on the facilities without the prior written approval of both the County and the Department.

10. The facilities and the land and water access ways to the facilities shall be open to the public at all times on equal and reasonable terms, and that no individual shall be denied access to, or the use of, the facilities on the basis of race, color, religion, national origin, or ancestry contrary to the Elliott-Larsen Civil Rights Act, 1976 PA 453, MCL 37.2101 *et seq.* or the Persons with Disabilities Civil Rights Act 1976 PA 220, MCL 37.1101 *et seq.*, and any violation of this requirement shall be a material breach of contract, subject to penalties as provided in this Agreement.

In connection with this Agreement, the County shall:

(1) comply with the Elliott-Larsen Civil Rights Act, 1976 PA 453, MCL 37.2101 *et seq.*, the Persons with Disabilities Civil Rights Act, 1976 PA 220, MCL 37.1101 *et seq.*, and all other Federal, State and local fair employment practices and equal opportunity laws and covenants that it shall not discriminate against any employee or applicant for employment, to be employed in the performance of this Agreement, with respect to his or her hire, tenure, terms, conditions, or privileges of employment, or any matter directly or indirectly related to employment, because of his or her race, religion, color, national origin, age, sex, height, weight, marital status, or physical or mental disability that is unrelated to the individual's ability to perform the duties of a particular job or position. The County agrees to include this covenant, not to discriminate in employment, in every subcontract entered into for the performance of this grant agreement. A breach of this covenant is a material breach of this Agreement.

(2) send, or its collective bargaining representative shall send, to each labor union representative of workers with which he/she has a collective bargaining agreement or other contract or understanding, a notice advising the labor union or workers' representative its commitments under this Agreement.

11. The County represents that it possesses good and clear title to all lands involved in this project, and that it will defend any suit brought against either party which involves title, ownership, or specific rights, including appurtenant riparian rights of any lands connected with or affected by this project.

12. The facilities constructed under this Agreement shall not be wholly or partially conveyed, either in fee or otherwise, or leased for a term of years or for any other period, nor shall there be any whole or partial transfer of the title, ownership, or right of maintenance or control by the County without the Department's prior written approval.

13. Any failure by the County to abide by any of the conditions, promises, or undertakings contained in this Agreement shall constitute a material breach of this Agreement. A material breach of this Agreement could result in an "ineligibility" status with all Department-administered grant programs until the breach is corrected. Once a non-compliance issue(s) has been documented, the Department shall notify the [local unit of government]. The [local unit of government] has a right and an obligation to cure, and shall collaborate with the Department to

develop an acceptable plan to remedy any and all non-compliance issue(s), with the primary goal to continue to provide long term recreational waterway access to the boaters of Michigan. Further, a material breach of this Agreement by the County shall entitle the Department to the following options:

(a) To purchase the facilities and the right of access over County property to the facilities at the existing value of the facilities, less any financial contribution made by the Department. The value of the facilities shall be determined by three competent appraisers; one to be selected by the County, one to be selected by the Department, and the third to be selected by the first two appraisers. The Department and the County shall equally share the total fees of these appraisers, including expenses. The appraisal shall be limited to the value of the facilities for the construction, repair, or rehabilitation in which the facilities are located. No value shall be assigned to the right of access to the facilities over County property. The Department shall have ninety (90) days from the date of receipt of the appraisals within which to exercise its option. If the Department does not exercise the option within that period, the County shall pay to the Department a sum equal to the total financial contribution made by the Department towards the construction or maintenance of the facilities.

(b) To accept from the County a sum equal to the total financial contribution made by the Department for the construction or maintenance of the facilities.

14. This Agreement shall not be effective until the Michigan Legislature appropriates the State funds for the facilities and the State Administrative Board approves their release.

15. The Department's rights under this Agreement shall continue in perpetuity.

16. Failure of either party to insist on the strict performance of this Agreement shall not constitute waiver of any breach of the Agreement.

17. This Agreement represents the entire agreement between the parties and supersedes all proposals or other prior agreements, oral or written, and all other communications between the parties.

18. No amendment to the Agreement shall be binding upon the parties unless it is in writing and signed by a duly authorized representative of both parties.

**IN WITNESS WHEREOF**, the parties execute this Agreement by the signatures of their duly authorized representatives.

**WITNESSES:**

**COUNTY OF CHEBOYGAN**

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

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

Title: \_\_\_\_\_

**MICHIGAN DEPARTMENT OF  
NATURAL RESOURCES**

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

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

Ronald A. Olson, Chief  
Parks and Recreation Division

5/4/2017

**RAISE REVENUE AND EXPENDITURE**

Marina - Fund 509

509-400-571.00	\$400,000.00 +
State Grant - DNR	

509-400-699.99	\$360,000.00 +
Transfer In	

509-752-970.00	\$760,000.00 +
Capital Outlay	

Note: \$40,000 (10%) included in the 2017 original adopted budget.

Signed: Approved at the 5/9/17 BOC Meeting

Prepared by: Kari Kortz



# Cheboygan County Board of Commissioners' Meeting

May 9, 2017

**Title:** Amendment to Public Defender Contract

**Summary:** An amendment is necessary to substitute James L. Gilbert for Ronald J. Varga for the remainder of the agreement which expires at the end of 2017.

**Financial Impact:** NA

**Recommendation:** Motion to approve amendment to the 2015-2017 Cheboygan Public Defender Contract and authorize the Vice-Chair to sign.

**Prepared by:** Jeffery B. Lawson

**Department:** Administration

**FIRST AMENDMENT TO  
2015-2017 CHEBOYGAN PUBLIC DEFENDER CONTRACT**

THIS AMENDATORY AGREEMENT shall be deemed effective on \_\_\_\_\_, 2017 between the 53<sup>rd</sup> Circuit Court and 89<sup>th</sup> District Court of and for the County of Cheboygan, State of Michigan, hereinafter referred to as the "Court," and Ronald J. Varga, William L. Keogh, and James L. Gilbert, collectively referred to herein as the "Defenders."

**Recitals**

- A. The Court and the Defenders (Varga and Keogh) entered into the 2015-2017 Cheboygan Public Defender Contract on November 10, 2014.
- B. It has become necessary for James L. Gilbert to substitute under the Contract for Ronald J. Varga.
- C. Except for this substitution, the parties desire to keep the 2015-2017 Cheboygan Public Defender Contract in full force and effect.

**Agreement**

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

- 1. The parties hereby agree that James L. Gilbert shall substitute for Ronald J. Varga under the 2015-2017 Cheboygan Public Defender Contract for the balance of the contract term, which expires December 31, 2017.
- 2. The parties further agree that except for this substitution, the 2015-2017 Cheboygan Public Defender Contract shall remain in full force and effect.

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

53<sup>rd</sup> CIRCUIT COURT

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

By: \_\_\_\_\_  
Hon. Scott L. Pavlich  
Circuit Judge

89<sup>th</sup> DISTRICT COURT

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

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

Hon. Maria I. Barton  
District Judge

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

\_\_\_\_\_  
Ronald J. Varga

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

\_\_\_\_\_  
William L. Keogh

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

\_\_\_\_\_  
James L. Gilbert