



## 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.*

**9:00 a.m. 2018 Budget & "Truth in Taxation" Public Hearing Increasing Property Taxes**

### Finance/Business Meeting

June 12, 2018

9:30 a.m.

### Agenda

1. Call to Order
2. Roll Call
3. Invocation/Pledge of Allegiance
4. **Approve Agenda**
5. **Approve Consent Agenda**
  - A. Approve Monthly Finance Claims
  - B. Budget Adjustments
  - C. Investment Report
  - D. Cheboygan County Fair
    1. EUP Antique Equipment Association
    2. Animal Oasis (Mobile Petting Zoo)
  - E. BC/BS Inmate Services Contract 2018-2019
  - F. State of Michigan FY 2018 Operation Stonegarden Grant Application
  - G. Correspondence
    1. NLEA President's Report – May 2018
    2. Allegan County Resolution – Oppose Amendatory Legislation to Michigan Public Act 93 of 2013
    3. Bay County Resolution – Oppose Amendatory Legislation to Michigan Public Act 93 of 2013
    4. Kalkaska County Resolution – Oppose Amendatory Legislation to Michigan Public Act 93 of 2013
    5. Letter from Senator Wayne A. Schmidt RE: HB 6046 State Treasury Proposal of Assessing Reform
    6. Miscellaneous Letters/Correspondence regarding State Treasury Proposal of Assessing Reform
    7. DNR Letter pursuant to Act 451, P.A. 1994 – Black River Marina
  - H. Minutes:
    1. Finance/Business Meeting of May 8, 2018, Committee of the Whole Meeting of May 22, 2018, Reconvened Meeting of May 31, 2018 and Planning Session Meeting of April 25, 2018
    2. NEMCOG – 3/15/18 & 4/19/18
    3. Planning Commission – 5/2/18 & 5/16/18
    4. District #4 Health Department – 4/17/18
    5. City Council – 4/11/18, 4/24/18 & 5/8/18
    6. County Road Commission – 4/19/18 & 5/3/18
    7. NEMSCA – 5/4/18
    8. Fair Board – 4/2/18
6. **Brief Citizens Comments – (3 minutes per person)**
7. **Scheduled Visitors/Department Reports**
  - A. Introduction - Michael Turisk, Director of Planning & Zoning
  - B. Introduction - Paige Miller, Intern Prosecutor's Office
8. **Finance Director's Report**
9. **Administrator's Report**
10. **Committee Reports**
11. **Old Business**
12. **New Business**
  - A. Floor Tile Bid Award – Doris Reid Building
  - B. Adoption of CCE 911 Central Dispatch Authority Restated Articles of Incorporation
  - C. Resolution #.18-08 – Truth in Taxation Increase in Property Taxes
  - D. Ratify & Affirm Adoption of 2018 Budget and Budget Adjustments
  - E. Purchasing Policy Revisions – Sole Vendor Listing #300-2A & Prepaid Check Writing Procedure #300-2B

13. **Board Matters for Discussion – CCE 911 800 MHz Radio System Funding**
14. **Citizens Comments**
15. **Board Member Comments**
16. **Adjourn to the Call of the Chair**

CHEBOYGAN COUNTY FINANCE REPORT JUNE 2018

VENDOR APPROVAL REPORT FOR CHEBOYGAN COUNTY  
INVOICES TO BE PAID 6/12/18

FINANCE TOTAL           \$214,290.00

PREPARED BY: DEBI KUCZYNSKI

06/06/2018 10:34 AM  
User: DWALINSKY  
DB: Cheboygan

INVOICE APPROVAL BY VENDOR REPORT FOR CHEBOYGAN COUNTY  
POST DATES 06/12/2018 - 06/12/2018  
BOTH JOURNALIZED AND UNJOURNALIZED OPEN AND PAID  
VENDOR CODE: BCI

Claimant	Amount Claimed	Amount Owed	Amount Rejected
1. BCI CONSTRUCTION LLC	214,290.00		
***TOTAL ALL CLAIMS***	214,290.00		

As a reminder to the Board, Straits Regional Ride received 3 new buses during May 2018. This was 100% funded by a MDOT Capital Equipment Grant approved by the Board on 8/9/16. The delay in obtaining the buses was a new chassis design by the manufacturer that needed to meet appropriate testing standards prior to delivery per Mike Couture. Cheboygan County paid Hoekstra Transportation \$294,955 with check #175066 from Bank 2 on 5/29/18 to avoid late fees & finance charges as the invoice is due on 6/15/18. Normally, this item would be listed as a finance claim to be approved by the Board prior to disbursement, but timing of the payment was an issue.

Sincerely,

James Manko  
Finance Director

CHEBOYGAN COUNTY PREPAIDS REPORT MAY 2018

CHECK REGISTERS

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

BANK 2:

GENERAL EXPENDITURES	\$	1,284,054.17
MINUS MAY FINANCE	\$	45,000.00
TOTAL PREPAIDS	\$	1,239,054.17

FINANCE CLAIMS FOR MAY PAID ON CHECK #174842 DATED 5/8/18.  
PREPARED BY: DEBI KUCZYNSKI

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
Bank 1 TRUST & AGENCY						
05/02/2018	1	64653	BOND-CLERK	MARTY BRUDER	CC REST #15-5099-FH PEO V WALTERS	1,000.00
05/02/2018	1	64654	WALMART	WALMART	DC REST #12-0512-SM PEO V GALINAC	85.00
05/03/2018	1	64655	FENL C	CHRISTINE FENLON	PR REFUND POST TAX MERS HYBRID. DEDUCTI	458.24
05/03/2018	1	64656	AFSCME	MICHIGAN COUNCIL #25 AFSCME	PR EMPLOYEE UNION DUES MAY 2018	1,473.10
05/03/2018	1	64657	BOND-CLERK	DONALD MACLEOD	CC REST# 18-5536-FH PEO V DEVYN MACLEOD	450.00
05/03/2018	1	64658	CITI	CITI STREET	PR CHEB CTY RETIREMENTPE 4/28/18	1,115.23
05/03/2018	1	64659	CLERK	CHEBOYGAN COUNTY CLERK	CC REST# 18-5536-FH PEO V DEVYN MACLEOD	50.00
05/03/2018	1	64660	DEP UNION	DEPUTY SHERIFFS' ASSOCIATION	PR SHERIFF DEPUTY UNION DUES MAY 2018	162.00
05/03/2018	1	64661	GELC	GOVERNMENTAL EMPLOYEES	PR SHERIFF DEPT UNION DUES MAY 2018	627.14
05/03/2018	1	64662	MISDU	MISDU	PR 910220383 2002007381 M. FAIRCHILD PAI	186.90
05/03/2018	1	64663	POLC	POLICE OFFICERS LABOR COUNCIL	PR SHERIFF UNION DUES MAY 2018	804.00
05/03/2018	1	64664	REF-CODE	KRISTY BOLINGER	CD PARTIAL REFUND - PB18-0051	320.19
05/03/2018	1	64665	REST-PA	IAN GRAHAM	PA RESTITUTION #18-0035-SM	750.00
05/03/2018	1	64666	SLG	SHERMETA LAW GROUP	PR TINA M. GONSER JEWELL #15-5314-GC PAI	75.00
05/03/2018	1	64667	UN WAY	CHEBOYGAN COUNTY UNITED WAY	PR EMPLOYEE DEDUCTIONS 4/28/18	12.00
05/03/2018	1	64668	VANTAGE	VANTAGEPOINT TRANS AGENTS-457	PR #305959-457 DEFERRED COMPENSATION PE	186.51
05/09/2018	1	64669	REF-PLAN	CHERRY CAPITAL CONNECTION LLC	PZ REFUND - OVERPAYMENT - SITE PLAN REVI	55.00
05/09/2018	1	64670	REF-TREA	CLAUDIA SMITH	TR CASH REFUND CK# 1037 - \$993.83 ON \$33	662.55
05/09/2018	1	64671	REF-TREA	ANDREW STRAUSS	TR CASH REFUND 080-B01-000-005-00 OVERP	39.98
05/14/2018	1	64672	CLERK	CHEBOYGAN COUNTY CLERK	CC REST #18-5536-FH DEVYN MACLEOD - APPL	250.00
05/14/2018	1	64673	ESCHEATS	MATTHEW CRONK	TR REPLACE GENERAL CK# 170066 OUT OF ESC	7.14
05/14/2018	1	64674	ESCHEATS	SHAWN ROSS	TR REPLACE GENERAL CK# 169957	13.54
05/14/2018	1	64675	ESCHEATS	SUNRISE BEACH MOTEL	TR REPLACE T&A CK# 61682	5.00
05/14/2018	1	64676	ESCHEATS	KAYLA BERRY	TR REPLACE GENERAL CK# 167795	6.30
05/14/2018	1	64677	ESCHEATS	CARL MCCREADY	TR REPLACE GENERAL CK# 169274	18.00
05/14/2018	1	64678	ESCHEATS	JEFF & DIANE BURNETTE	TR REPLACE T&A CK# 62187	37.05
05/14/2018	1	64679	ESCHEATS	AREA 52 SCREEN PRINTING	TR REPLACE GENERAL CK# 170139	75.00
05/14/2018	1	64680	ESCHEATS	SUBROGATION PYMT PROC CT	TR REPLACE T&A CK# 61339	50.00
05/14/2018	1	64681	ESCHEATS	SUSAN GAUTHIER	TR REPLACE GENERAL CK# 166068	30.20
05/14/2018	1	64682	ESCHEATS	STRAITS AREA FEDERAL CREDIT UNION	TR REPLACE T&A CK# 62017	50.00
05/14/2018	1	64683	ESCHEATS	SHARON THOMPSON	TR REPLACE GENERAL CK# 169964	26.54
05/14/2018	1	64684	ESCHEATS	MEGAN MICHALAK	TR REPLACE GENERAL CK#165627	20.82
05/14/2018	1	64685	ESCHEATS	M&M PLUMBING, HEATING & COOLING	TR REPLACE T&A CK# 60285	165.00
05/14/2018	1	64686	FOC	FRIEND OF THE COURT	CC BOND# 15-10639-DS DALGIESH V COURTNEY	500.00
05/14/2018	1	64687	MSP	MICHIGAN STATE POLICE	CR SEX OFFENDER REGISTER (25 REGISTRATIO	750.00 V
					CR CONCEALED PISTOL PERMITS (21 RENEWALS	2,991.00 V
					CR SEX OFFENDER REGISTER (16 REGISTRATIO	480.00 V
						<u>4,221.00</u>
05/14/2018	1	64688	REF-TREA	CHERYL WAYBRANT	TR CASH REFUND #251-026-100-008-00	222.28
05/14/2018	1	64689	REF-TREA	NATHAN T. GARVEY	TR CASH REFUND #102-036-200-002-00 DLQ	296.86
05/14/2018	1	64690	REF-TREA	PEGGY MOORE	TR REFUND OVERPAYMENT OF DOG LICENSE FEE	15.00
05/14/2018	1	64691	BURE F	FARM BUREAU INSURANCE	PC RESTITUTION #9004447 ST AMOUR, KURK W	50.00
05/14/2018	1	64692	FARM I	FARMERS INSURANCE	TR REPLACE T&A CK# 62159	267.50
05/14/2018	1	64693	MSP	MICHIGAN STATE POLICE	CR SEX OFFENDER REGISTER (25 REGISTRATIO	750.00
05/14/2018	1	64694	MSP	MICHIGAN STATE POLICE	CR CONCEALED WEAPONS PERMITS (21 RENEWAL	2,991.00
05/14/2018	1	64695	MSP	MICHIGAN STATE POLICE	CR SEX OFFENDER REGISTER (16 REGISTRATIO	480.00
05/17/2018	1	64696	AECK D	DARRELL AECK	CC REST# 17-5486-FH GRIMM, CHARLES	25.00
05/17/2018	1	64697	AECK D	DARRELL AECK	CC REST# 17-5491-FH RICKARD, ROBERT	450.00
05/17/2018	1	64698	ALLE L	LEIGH OR CANDACE ALLEN	CC REST# 07-3726-FH ECKLOFF, DEREK	25.00
05/17/2018	1	64699	ANTK J	JOSEPH ANTKOVIAK	CC REST# 02-2546-FH SOVA, DAVID	7.18
05/17/2018	1	64700	BLAN C	CLAYTON BLANCHARD	CC REST# 89-0225-FH LAYNE, DANNY	20.00
05/17/2018	1	64701	BLARNEY	BLARNEY CASTLE OIL COMPANY	CC REST# 07-3755-FC BENTON II, GERALD	18.75
05/17/2018	1	64702	BLARNEY	BLARNEY CASTLE OIL COMPANY	CC REST# 17-5528-FH BARTHOLOMEW SEDLOW,	1,276.50
05/17/2018	1	64703	BORG W	WILLIAM BORGERDING	CC REST# 02-2546-FH SOVA, DAVID	7.14
05/17/2018	1	64704	CHEB-DPS	CHEBOYGAN DEPT PUBLIC SAFETY	CC REST# 13-4627-FH COLLENE, NICHOLAS	5.00

CHECK REGISTER FOR CHEBOYGAN COUNTY  
CHECK DATE FROM 05/01/2018 - 05/31/2018

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
05/17/2018	1	64705	CINCI INS	CINCINNATI INSURANCE CO	CC REST# 04-2876-FH WILLIS JR, DONALD	100.00
05/17/2018	1	64706	CROC S	STEPHANIE CROCKER	CC REST# 16-5331-FH CRAWFORD, BRANDON	0.50
05/17/2018	1	64707	DRIE J	JOYCE DRIER	CC REST# 02-2546-FH SOVA, DAVID	7.14
05/17/2018	1	64708	DURS L	LYNNE DURSTON	CC REST# 14-4941-FH BRYAN, GARY	31.62
05/17/2018	1	64709	DYKS B	BRITTANY MARSHALL	CC REST# 11-5339-FH MCELHINEY, STEVEN	5.00
05/17/2018	1	64710	ELEN V	VERNA ELENBAAS	CC REST# 02-2546-FH SOVA, DAVID	7.14
05/17/2018	1	64711	ELLI J	JANETTE ELLIOTT	CC REST# 02-2546-FH SOVA, DAVID	7.14
05/17/2018	1	64712	FARM BUR	FARM BUREAU INSURANCE	CC REST# 11-4456-FH LAVIGNE, JAN	50.00
05/17/2018	1	64713	FCB	FIRST COMMUNITY BANK	CC REST# 12-4570-FH MOLLEN, OLIVIA	1,380.00
05/17/2018	1	64714	FIND H	HEATHER FINDLAY	CC REST# 15-5004-FC VANDERHILL, RUSSELL	16.65
05/17/2018	1	64715	FISH K	KURT FISHER	CC REST# 08-3902-FC PROCKNOW, RAMON	150.00
05/17/2018	1	64716	GIBBONS	KEVIN GIBBONS	CC REST# 05-3264-FH ROBINSON, RICHARD	5.00
05/17/2018	1	64717	GOHE D	DONALD OR JEAN GOHESKI	CC REST# 13-4687-FH WOODS, SUSAN	500.00
05/17/2018	1	64718	HEAT G	GERALD HEATH	CC REST# 09-4106-FH WAGNER, SONYA	200.00
05/17/2018	1	64719	JOHN JA	E JAMES JOHNSON	CC REST# 02-2546-FJ SOVA, DAVID	7.14
05/17/2018	1	64720	JONE P	PATRICIA JONES	CC REST# 09-3952-FH JONES, WALTER	200.00
05/17/2018	1	64721	JULL D	DAVID OR DIANE JULLETTE	CC REST# 17-5351-FH JULLETTE, AARON	60.00
05/17/2018	1	64722	LAHA R	ROGER LAHAIE	CC REST# 02-2546-FH SOVA, DAVID	7.14
05/17/2018	1	64723	LATITUDE	LATITUDE SUBROGATION SERVICES	CC REST# 09-4108-FC CALLEAUX, DAVID	200.00
05/17/2018	1	64724	LATITUDE	LATITUDE SUBROGATION SERVICES	CC REST# 04-2958-FH NOBLE, JASON	40.00
05/17/2018	1	64725	LATITUDE	LATITUDE SUBROGATION SERVICES	CC REST# 10-4113-FC STEWARD, BEAU	170.00
05/17/2018	1	64726	LATITUDE	LATITUDE SUBROGATION SERVICES	CC REST# 10-4125-FC WILLIAMS, TONJA	200.00
05/17/2018	1	64727	LATITUDE	LATITUDE SUBROGATION SERVICES	CC REST# 15-5178-FH RICHARDSON, CAELAN	25.00
05/17/2018	1	64728	LEIG E	ENZO LEIGHIO	CC REST# 16-5251-FH BENTON II, GERALD	18.75 V
					CC REST# 11-4339-FH MCELHINEY, STEVEN	5.00 V
						23.75
05/17/2018	1	64729	MCKE K	KENNETH MCKERVEY	CC REST# 02-2546-FH SOVA, DAVID	7.14
05/17/2018	1	64730	MCKI DA	DAVID MCKINLEY	CC REST# 13-4661-FC DEACONS, LANCE	30.00
05/17/2018	1	64731	MCLAREN-PE	MCLAREN NORTHERN MICHIGAN	CC REST# 17-5422-FH MERCHANT, DONNA	2,000.00
05/17/2018	1	64732	MDHHS	STATE OF MICHIGAN	CC REST# 16-5213-FH ANTILLA, WILLIAM	20.00
05/17/2018	1	64733	MDHHS	STATE OF MICHIGAN	CC REST# 16-5212-FH RILEY, TIFFANY	50.00
05/17/2018	1	64734	MILL H	HOLLY MILLER	CC REST# 17-5358-FH PETERS, RANDY	50.00
05/17/2018	1	64735	MILL J	JACOB MILLER	CC REST# 17-5358-FH PETERS, RANDY	50.00
05/17/2018	1	64736	MOOD N	NATALIE MOODY-BROWN	CC REST# 05-3300-FH ROMINE, JOSHUA	100.00
05/17/2018	1	64737	NEMOA	NORTHEAST MICH OSTEOPATHIC ASSOC	CC REST# 08-3779-FH JOHNSON, VICKY	200.00
05/17/2018	1	64738	NEXTDOOR	NEXT DOOR FOOD STORE	CC REST# 14-4934-FH CRAWFORD, BRANDON	100.00
05/17/2018	1	64739	PARKSIDE	PARKSIDE INN	CC REST# 11-4339-FH MCELHINEY, STEVEN	5.00
05/17/2018	1	64740	RACI D	DENNIS OR CONNIE RACINE	CC REST# 04-3023-FH KELLEY, THERESA	100.00
05/17/2018	1	64741	ROBE C	FLORENCE ROBERTS	CC REST# 02-2546-FH SOVA, DAVID	7.14
05/17/2018	1	64742	SANE	STRAITS AREA NARCOTICS ENF	CC REST# 08-3854-FH ECKLOFF, DEREK	25.00
05/17/2018	1	64743	SANE	STRAITS AREA NARCOTICS ENF	CC REST# 18-5522-FH HALBERG, JESSE DUANE	600.00
05/17/2018	1	64744	SANE	STRAITS AREA NARCOTICS ENF	CC REST# 12-4475-FH HEINZE, ADAM	50.00
05/17/2018	1	64745	SANE	STRAITS AREA NARCOTICS ENF	CC REST# 13-4726-FH HOLLOPETER, MAIGAN	10.00
05/17/2018	1	64746	SANE	STRAITS AREA NARCOTICS ENF	CC REST# 16-5242-FH QUINTANILLA, CASSAND	20.00
05/17/2018	1	64747	SANE	STRAITS AREA NARCOTICS ENF	CC REST# 17-5437-FH SCHAAF-ROSS, RONDA	107.50
05/17/2018	1	64748	SANE	STRAITS AREA NARCOTICS ENF	CC REST# 17-5407-FH SCOBY, CARLA	10.00
05/17/2018	1	64749	SANE	STRAITS AREA NARCOTICS ENF	CC REST# 15-5149-FH SMITH, CHRISTINA	5.00
05/17/2018	1	64750	SANE	STRAITS AREA NARCOTICS ENF	CC REST# 17-5439-FH TRANQUILLA, CHRISTIN	40.00
05/17/2018	1	64751	SCH S	SHARON SCHALOW	CC REST# 02-2546-FH SOVA, DAVID	7.14
05/17/2018	1	64752	SJLC	ST JOHNS LUTHERAN CHURCH	CC REST# 17-5370-FH SMITH, REBECCA	9,900.00
05/17/2018	1	64753	SMIT C	CHARLES SMITH JR	CC REST# 02-2546-FH SOVA, DAVID	7.14
05/17/2018	1	64754	SPRA R	ROBERT SPRAY	CC REST# 02-2546-FH SOVA, DAVID	7.14
05/17/2018	1	64755	SUNRISE	GARY MOREHOUSE	CC REST# 11-4339-FH MCELHINEY, STEVEN	5.00
05/17/2018	1	64756	SUPERIOR	SUPERIOR VENDING	CC REST# 11-4339-FH MCELHINEY, STEVEN	5.00
05/17/2018	1	64757	SZYM E	ELIZABETH SZYMONIAK	CC REST# 15-5004-FC VANDERHILL, RUSSELL	16.00
05/17/2018	1	64758	THIG	THE HANOVER INSURANCE GROUP	CC REST# 03-2854-FH SOUTHWELL, JUDY	100.00
05/17/2018	1	64759	TUCK G	GARY TUCKER	CC REST# 14-4980-FH BRYAN, GARY	31.72 V

CHECK REGISTER FOR CHEBOYGAN COUNTY  
 CHECK DATE FROM 05/01/2018 - 05/31/2018

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
					CC REST# 15-5020-FH LIETAERT, MASON	5.00
						36.72
05/17/2018	1	64760	VANH J	JEFFREY VANHOORNE	CC REST# 02-2546-FH SOVA, DAVID	7.14
05/17/2018	1	64761	VANT W	WILLIAM VANTIELEN	CC REST# 16-5311-FH HITCHINGS, MELINDA	25.00
05/17/2018	1	64762	WALMART	WALMART	CC REST# 17-5360-FH TAYLOR, JOHN	10.00
05/17/2018	1	64763	WEIR V	VERONICA WEIR	CC REST# 15-5004-FC VANDERHILL, RUSSELL	16.00
05/17/2018	1	64764	WENG R	ROBERT WENGER	CC REST# 02-2546-FH SOVA, DAVID	7.14
05/17/2018	1	64765	WERNIG	WERNIG & JONES	CC REST# 91-687-FH HILL, SAMUEL	30.00
05/17/2018	1	64766	WILS J	JAMES WILSON	CC REST# 01-2488-FH BYARD, LAWRENCE	300.00
05/17/2018	1	64767	ZELL S	SANDRA ZELLER	CC REST# 01-2485-FH BOSEL, DAVID	20.00
05/17/2018	1	64768	LEIG E	ENZO LEIGHIO	CC REST# 11-4339-FH MCELHINEY, STEVEN	5.00
05/17/2018	1	64769	LIEG E	ENZO LIEGHIO	CC REST# 16-5251-FH BENTON II, GERALD	18.75
05/17/2018	1	64770	TUCK G	GARY TUCKER	CC REST# 14-4980-FH BRYAN, GARY	31.72
05/17/2018	1	64771	TUCK G	GARY TUCKER	CC REST# 15-5020-FH LIETAERT, MASON	5.00
05/17/2018	1	64772	BCBSOM	BLUE CROSS BLUE SHIELD OF MICH	PR HEALTH INS 007016244 0013 JUN 2018	1,164.97
05/17/2018	1	64773	BCBSOM	BLUE CROSS BLUE SHIELD OF MICH	PR HEALTH INS 007016244 0011 JUN 2018	1,332.62
05/17/2018	1	64774	BCBSOM	BLUE CROSS BLUE SHIELD OF MICH	PR HEALTH INS 007016244 0001 JUN 2018	2,593.74
05/17/2018	1	64775	BCBSOM	BLUE CROSS BLUE SHIELD OF MICH	PR HEALTH INS 007016244 0019 JUN 2018	55.98
05/17/2018	1	64776	BCBSOM	BLUE CROSS BLUE SHIELD OF MICH	PR HEALTH INS 007016244 0023 JUN 2018	3,084.84
05/17/2018	1	64777	BCBSOM	BLUE CROSS BLUE SHIELD OF MICH	PR HEALTH INS 007016244 0021 JUN 2018	29.52
05/17/2018	1	64778	BCBSOM	BLUE CROSS BLUE SHIELD OF MICH	PR HEALTH INS 007016244 0022 JUN 2018	1,356.94
05/17/2018	1	64779	BCBSOM	BLUE CROSS BLUE SHIELD OF MICH	PR HEALTH INS 007016244 0024 JUN 2018	452.84
05/17/2018	1	64780	BCBSOM	BLUE CROSS BLUE SHIELD OF MICH	PR HEALTH INS 007016244 0025 JUN 2018	20.73
05/17/2018	1	64781	BCBSOM	BLUE CROSS BLUE SHIELD OF MICH	PR HEALTH INS 007016244 0020 JUN 2018	14.17
05/17/2018	1	64782	CITI	CITI STREET	PR CHEB CTY RETIREMENT PE 5/12/18	1,115.23
05/17/2018	1	64783	DEARBORN	DEARBORN NATIONAL INSURANCE	PR LTD/LIFE INSURANCE MAY2018	3,412.72
05/17/2018	1	64784	MISDU	MISDU	PR 910220383 2002007381 M. FAIRCHILD PAI	186.90
05/17/2018	1	64785	MISDU	MISDU	PR 913080283 D. BEDELL PAID 5/18/18	194.71
05/17/2018	1	64786	REF-PC	MELANIE HUNT	PC RESTITUTION #17008676 BOLINGER JR, MA	110.00
05/17/2018	1	64787	REF-TREA	CORELOGIC TAX SERVICE	TR CASH REFUND 231-V05-008-005-01 DLQ TA	12.97
05/17/2018	1	64788	SLG	SHERMETA LAW GROUP	PR TINA M. GONSER JEWELL #15-5314-GC PAI	75.00
05/17/2018	1	64789	UN WAY	CHEBOYGAN COUNTY UNITED WAY	PR EMPLOYEE DEDUCTIONS PE 5/12/18	12.00
05/17/2018	1	64790	VANTAGE	VANTAGEPOINT TRANS AGENTS-457	PR #305959-457 DEFERRED COMPENSATION PE	186.51
05/18/2018	1	64791	ADV REST	ADVANCED AUTO	CC REST# 14-4862-FH MARX II, DANIEL	30.00
05/18/2018	1	64792	ALLE L	LEIGH OR CANDACE ALLEN	CC REST# 06-3554-FH MAY, ERIC	130.00
05/18/2018	1	64793	BEEET AN	ANDY BEEHEM	CC REST# 14-4862-FH MARX II, DANIEL	30.00
05/18/2018	1	64794	BRISTOL	BRISTOL WEST INSURANCE	CC REST# 07-3625-FH MACE, THOMAS	200.00
05/18/2018	1	64795	BRYA W	WILLIAM BRYAN	CC REST# 03-2843-FH DELPH JR, KURT	75.00
05/18/2018	1	64796	CARQUEST	CARQUEST	CC REST# 14-4862-FH MARX II, DANIEL	30.00
05/18/2018	1	64797	CHEB-DPS	CHEBOYGAN DEPT PUBLIC SAFETY	CC REST# 13-4627-FH COLLENE, NICHOLAS	5.00
05/18/2018	1	64798	CINCI INS	CINCINNATI INSURANCE CO	CC REST# 04-2876-FH WILLIS JR, DONALD	40.00
05/18/2018	1	64799	CRUS S	STEVE CRUSOE	CC REST# 12-4483-FC KNAPP JR, ALBERT	5.00
05/18/2018	1	64800	DEPOT R	DEPOT RESTAURANT	CC REST# 17-5388-FH MAHAR, SEAN	1.23
05/18/2018	1	64801	FCB	FIRST COMMUNITY BANK	CC REST# 12-4570-FH MOLLEN, OLIVIA	150.00
05/18/2018	1	64802	FFNM	FIRST FEDERAL OF NORTHERN MICH	CC REST# 14-4862-FH MARX II, DANIEL	30.00
05/18/2018	1	64803	FIFTH	FIFTH THIRD BANK	CC REST# 03-2843-FH DELPH JR, KURT	75.00
05/18/2018	1	64804	GAGN S	SHANNON GAGNON	CC REST# 17-5350-FH GAGNON, DWAYNE	5.00
05/18/2018	1	64805	JONE P	PATRICIA JONES	CC REST# 09-3952-FH JONES, WALTER	200.00
05/18/2018	1	64806	JULL D	DAVID OR DIANE JULLETTE	CC REST# 17-5351-FH JULLETTE, AARON	30.00
05/18/2018	1	64807	LATITUDE	LATITUDE SUBROGATION SERVICES	CC REST# 10-4113-FC STEWARD, BEAU	100.00
05/18/2018	1	64808	PEAR S	SCOTT PEARSON	CC REST# 06-3423-FH MAY, ERIC	175.00
05/18/2018	1	64809	RDIC	RIVERTOWN DO-IT CENTER	CC REST# 05-3247-FH PRZYBYLOWICZ, JOSEPH	10.00
05/18/2018	1	64810	SAFCU	STRAITS AREA FEDERAL CREDIT UNION	CC REST# 14-4904-FH HARTLEY, CRYSTAL	62.50
05/18/2018	1	64811	SANE	STRAITS AREA NARCOTICS ENF	CC REST# 17-5448-FH PALMER, WALTON	25.00
05/18/2018	1	64812	SANE	STRAITS AREA NARCOTICS ENF	CC REST# 16-5242-FH QUINTANILLA, CASSAND	10.00
05/18/2018	1	64813	SCS	SENTRY CLAIMS SERVICE	CC REST# 03-2843-FH DELPH JR, KURT	75.00
05/18/2018	1	64814	SUNRISE	GARY MOREHOUSE	CC REST# 11-4339-FH MCELHINEY, STEVEN	25.00
05/18/2018	1	64815	TELECHECK	TELECHECK	CC REST# 14-4862-FH MARX II, DANIEL	30.00
05/18/2018	1	64816	TERR E	ECTON TERREBONNE	CC REST# 06-3534-FC POPE, ROBERT	50.00

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
05/18/2018	1	64817	TFS	TOYOTA FINANCIAL SERVICES ATTN WF22	CC REST# 03-2843-FH DELPH JR, KURT	75.00
05/18/2018	1	64818	TUCK G	GARY TUCKER	CC REST# 15-5020-FH LIETAERT, MASON	2.50
05/18/2018	1	64819	WALMART	WALMART	CC REST# 17-5378-FH WILLIAMSON, LINDA	25.00
05/18/2018	1	64820	WERNIG	WERNIG	CC REST# 91-0683-FH HARRINGTON, ERNEST	50.00
05/18/2018	1	64821	WERNIG	WERNIG & JONES	CC REST# 91-687-FH HILL, SAMUEL	30.00
05/18/2018	1	64822	BCNM	BLUE CARE NETWORK OF MICHIGAN	PR HEALTH INS GROUP #00188643 G001 6/1	92,660.83
05/18/2018	1	64823	BOND-CLERK	LORI BASTIANELLI	CC BOND# 18-5544-FH PEO V BASTIANELLI	126.00
05/18/2018	1	64824	BOND-CLERK	WAYNE ALDRICH	CC BOND# 18-5524-FH PEO V ALDRICH	180.00
05/18/2018	1	64825	CLERK	CHEBOYGAN COUNTY CLERK	CC REST# 18-5549-FH LAHAIE, PEYTON - BEI	2,188.00
05/18/2018	1	64826	CLERK	CHEBOYGAN COUNTY CLERK	CC REST# 18-5544-FH BASTIANELLI, LORI -	894.00
05/18/2018	1	64827	CLERK	CHEBOYGAN COUNTY CLERK	CC REST# 17-5507-FC CATER, JOSHUA - BEIN	2,563.68
05/18/2018	1	64828	CLERK	CHEBOYGAN COUNTY CLERK	CC REST# 18-5524-FH ALDRICH, RYAN - BEIN	1,218.00
05/18/2018	1	64829	CLERK	CHEBOYGAN COUNTY CLERK	CC REST# 18-5549-FH BELL, ALEX - BEING A	423.00
05/18/2018	1	64830	CLERK	CHEBOYGAN COUNTY CLERK	CC BOND# 18-5544-FH PEO V BASTIANELLI -	324.00
05/18/2018	1	64831	CLERK	CHEBOYGAN COUNTY CLERK	CC BOND# 18-5544-FH PEO V BASTIANELLI -	50.00
05/18/2018	1	64832	CLERK	CHEBOYGAN COUNTY CLERK	CC BOND# 18-5524-FH PEO V ALDRICH - FORF	20.00
05/18/2018	1	64833	MAC-WCF	MAC WORKERS COMP FUND	PR 3RD QTR BILLING - MEMBER# 730	29,455.53
05/18/2018	1	64834	REF-TREA	LERETA LLC	TR CASH REFUND #120-017-100-009-00 - DLQ	27.82
05/18/2018	1	64835	SOVA G	GERALD SOVA OR SALLY VANHOORNE	CC REST# 15-5004-FC VANDERHILL, RUSSELL	16.00
05/23/2018	1	64836	REF-CODE	AYERS BASEMENT SYSTEMS	CD PARTIAL REFUND - PB18-0099	107.64
05/23/2018	1	64837	REF-TREA	WILLIAM HIPKINS	TR CASH REFUND 130-N11-004-029-00 PROPER	20.75
05/29/2018	1	64838	ESCHEATS	DENNIS GRUBAUGH	TR REPLACE GENERAL CK# 168542 OUT OF ESC	6.60
05/29/2018	1	64839	ESCHEATS	JANICE COOK	TR REPLACE GENERAL CK# 168543 OUT OF ESC	6.00
05/29/2018	1	64840	ESCHEATS	RIVERTOWN DO-IT CENTER	TR REPLACE T&A CHECKS 60334, 60232 - CHE	90.47
05/29/2018	1	64841	ESCHEATS	TAMMY SMART OR	TR REPLACE T&A CK# 60175 APPLY TO 2017 T	4.89
05/29/2018	1	64842	ESCHEATS	NORTHERN VIEW LLC OR	TR REPLACE T&A CK# 60783 APPLY TO 2017 T	4.37
05/29/2018	1	64843	ESCHEATS	IN SEVEN, LLC OR	TR REPLACE T&A CK# 60377 - APPLY TO 2017	1,800.27
05/29/2018	1	64844	ESCHEATS	CHEBOYGAN LITTLE LEAGUE	TR REPLACE T&A CHECKS 60522 & 61240 OUT	90.00
05/29/2018	1	64845	HILE L	LAURA ANN HILES TRUST	PC RESTITUTION #1001374 WAYBRANT, TRAVIS	100.00
05/29/2018	1	64846	REF-CODE	THEODORE BOLINGER	CD PARTIAL REFUND - PB18-0047	79.27
05/29/2018	1	64847	REF-CODE	WERNER PLUMBING & HEATING	CD PARTIAL REFUND - ARROWHEAD SHORES - P	130.00
05/29/2018	1	64848	DEET D	DOUGLAS DEETER	DC REST# 12-0253-ST PERRY, THEODORE WILL	25.00
05/29/2018	1	64849	DNR-GFO	DNR GAYLORD FIELD OFFICE	DC REST #16-0242-SM ODLE, JUSTIN PATRICK	50.00
05/29/2018	1	64850	DUNH C	CHRISTINE DUNHAM	DC REST #17-0865-FY LAFORGE, ASHLEY MARI	100.00
05/29/2018	1	64851	FERRELL	FERRELL GAS COMPANY	DC REST #13-0970-SD SKIDMORE, MELISSA DA	200.00
05/29/2018	1	64852	REF-TREA	K & CT TRUST	TR CASH REFUND 200-002-400-022-00 - DLQ	12.55
05/29/2018	1	64853	WALMART	WALMART	DC REST #13-0272-SM MERLINO, VINCENT AND	5.76
05/29/2018	1	64854	WALMART	WALMART	DC REST #14-0627-FY WALLER, DAVID MATTHE	328.96
05/29/2018	1	64855	WALMART	WALMART	DC REST #17-0708-SM BROWN, BRITTANY MAYE	50.00
05/29/2018	1	64856	WALMART	WALMART	DC REST #17-0830-SM CLARK, JOSH DANIEL 4	25.00
05/29/2018	1	64857	WWR	WWR	DC REST # 15-0603-ST GRAINGER, KATHERINE	100.00
05/30/2018	1	64858	DEET D	DOUGLAS DEETER	DC REST #12-0253-ST PERRY, THEODORE WILL	25.00
05/31/2018	1	64859	CHEB	CITY OF CHEBOYGAN	DC ORDINANCE FEE MAY 2018	796.64
05/31/2018	1	64860	MDT-TRTAX	MICHIGAN DEPT OF TREASURY	RD REAL ESTATE TAX TRANSFER MAY 2018	52,781.25
05/31/2018	1	64861	REF-DC	GEORGE MASON	DC REFUND #18-C4615-OI MASON, GEORGE CUR	65.00
05/31/2018	1	64862	SHERIFF	CHEBOYGAN COUNTY SHERIFF DEPT	DC ORDINANCE FEE/ OUIL MAY 2018	398.00
05/31/2018	1	64863	SOM-CC	STATE OF MICHIGAN	CR 53RD CIRCUIT COURT FILING FEES MAY 20	4,401.20
05/31/2018	1	64864	SOM-DC	STATE OF MICHIGAN	DC 89TH DISTRICT COURT FILING FEES MAY 2	21,964.14
05/31/2018	1	64865	SOM-NETF	STATE OF MICHIGAN	CR NOTARY EDUCATION & TRAINING FUND MAY	10.00
05/31/2018	1	64866	SOM-PC	STATE OF MICHIGAN	PC PROBATE COURT FILING FEES MAY 2018	1,830.77
05/31/2018	1	64867	SOM-PC	STATE OF MICHIGAN	PC PROBATE COURT FILING FEES MAY 2018	1,269.50
05/31/2018	1	64868	TUSCARORA	TUSCARORA TOWNSHIP	DC ORDINANCE FEES MAY 2018	20.00
05/31/2018	1	64869	VOM	VILLAGE OF MACKINAW	DC ORDINANCE FEES MAY 2018	518.36

1 TOTALS:

Total of 217 Checks:	273,193.40
Less 4 Void Checks:	4,306.47
Total of 213 Disbursements:	268,886.93

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
Bank 2 GENERAL FUND						
05/01/2018	2	174762	DEKETO	DEKETO LLC	ROD LICENSE ENHANCEMENT AGREEMENTS (928)	1,856.00
05/01/2018	2	174763	PUB DEF 3	RONALD VARGA OR WILLIAM KEOGH	FN PUBLIC DEFENDER CONTRACT MAY 2018	12,285.00
05/01/2018	2	174764	RAMSAY	DONALD RAMSAY	CR MEDICAL EXAMINER WAGES MAY 2018	735.44
05/03/2018	2	174765	AUDIES	AUDIE'S RESTAURANT	AD BOARD PLANNING SESSION 4/25/18	321.25
05/03/2018	2	174766	BREG RO	ROBERT BREGE	DHS CC#22353916 3/12/18 - 3/25/18	241.36
05/03/2018	2	174767	BREG RO	ROBERT BREGE	DHS CC# 22353916 3/26/18- 4/8/18	241.36
05/03/2018	2	174768	BROW C	CHARLES BROWN	PC SAYPA FDTA 2ND SESSION BILLING	1,643.30
05/03/2018	2	174769	CCE	CCE CENTRAL DISPATCH AUTHORITY	FN STATE OF MICHIGAN 911 WIRELESS DISTRI	36,543.00
05/03/2018	2	174770	CHEB TOW	CHEBOYGAN TOWING	AD TOWING #19	81.00
05/03/2018	2	174771	CLSSI	CHEBOYGAN LIFE SUPPORT SYSTEM	TR MONTHLY PAYMENT MAY 2018	25,505.17
05/03/2018	2	174772	CMDA	CUMMINGS, MCCLOREY, DAVIS & ACHO PLC	AD GENERAL LEGAL	210.00
05/03/2018	2	174773	EMMET CTY	EMMET COUNTY	TR MONTHLY PAYMENT MAY 2018	2,022.17
05/03/2018	2	174774	JLA	JOHNSTON LEWIS ASSOCIATES, INC	CCM STORAGE TANK LIABILITY ANNUAL PREMIU	1,690.00
05/03/2018	2	174775	MBM	MATT BARBER MASONRY	MA ANIMAL SHELTER 28'X20' KENNEL ADDITIO	18,100.00
05/03/2018	2	174776	OAA	ONAWAY AREA AMBULANCE	TR MONTHLY PAYMENT MAY 2018	1,236.83
05/03/2018	2	174777	RILE M	MATTHEW RILEY	SAYPA FDTA SPEAKER FEE	50.00
05/03/2018	2	174778	S&B	SIGN & BANNER FACTORY	SRR EMERGENCY EXIT DECALS 125	173.75
05/03/2018	2	174779	SENIOR CIT	CHEBOYGAN COUNTY COUNCIL	TR MONTHLY PAYMENT MAY 2018	46,747.92
05/03/2018	2	174780	STEV R	RUSSELL STEVENS	DHS CC# 22759770 2/21/18 - 2/26/18	636.01
05/03/2018	2	174781	STEV R	RUSSELL STEVENS	DHS CC# 22759770 3/2/18 - 3/28/18	1,484.03
05/03/2018	2	174782	WALLACE	JOHN WALLACE	BOC MILEAGE REIMBURSEMENT PLANNING MEETI	54.50
05/03/2018	2	174783	WASC	WAWATAM AREA SENIOR CITIZENS INC	TR MONTHLY PAYMENT MAY 2018	4,990.92
05/03/2018	2	174784	ZAREMBA	ZAREMBA EQUIPMENT INC	SRR BUS# 409 NEED INTERNATIONAL COMPUTER	423.00
05/03/2018	2	174785	DEAN	NANCY B DEAN	PC ATTORNEY CONTRACT M;AY 2018	1,375.00
05/03/2018	2	174786	GILB	JAMES L GILBERT	PC ATTORNEY CONTRACT MAY 2018	1,375.00
05/03/2018	2	174787	HANSEL	DONNA HANSEL	PC ATTORNEY CONTRACT MAY 2018	1,375.00
05/03/2018	2	174788	KEOGH	WILLIAM L KEOGH PC	PC ATTORNEY CONTRACT MAY 2018	1,375.00
05/03/2018	2	174789	MACARTHUR	TIMOTHY MACARTHUR	PC ATTORNEY CONTRACT MAY 2018	1,375.00
05/03/2018	2	174790	MISC	HEALING TO WELLNESS COUNSELING	CC DGC TRAINING/SPEAKER - EXPERT FEE 5/7	750.00
05/03/2018	2	174791	PNC VISA	PNC BANK	FN CREDIT CARD CHARGES THRU 4/18/18	2,068.66
05/03/2018	2	174792	PNC VISA	VOID		
05/03/2018	2	174793	SPECTRUM	SPECTRUM HEALTH HOSPITALS	CR AUTOPSY HEATHER N. SKUSE	1,582.68
05/03/2018	2	174794	TREAS	CHEBOYGAN COUNTY TREASURER	PR EMPLOYEE FRINGE & DEDUCTIONS PE 4/28/	236,081.22
05/07/2018	2	174795	CULLIGAN	MCCARDEL CULLIGAN-PETOSKEY	PA BOTTLED WATER ACCT# 0858292 APRIL 201	24.50
05/07/2018	2	174796	DANI K	KAREN DANIEL	PC GUARDIANSHIP REVIEW - LOWNSBERRY, SAW	150.52
05/07/2018	2	174797	LEXISNEXIS	LEXISNEXIS RISK SOLUTIONS	TR MEMBERSHIP APRIL 2018	100.79
05/07/2018	2	174798	MACARTHUR	TIMOTHY MACARTHUR	PC GUARDIANSHIP REVIEW - BEEBE, JAMES CH	90.00
05/07/2018	2	174799	MEMBER	MICHIGAN ASSOCIATION OF PLANNING	PZ ANNUAL GROUP MEMBERSHIP RENEWAL 7/1/1	375.00
05/07/2018	2	174800	SALT R	RAEANN SALTER	PC TRIAL COURT APPT ATTY & GUARDIANSHIP	125.00
05/07/2018	2	174801	TREAS	CHEBOYGAN COUNTY TREASURER	CCM START UP CASH/ PETTY CASH	800.00
05/07/2018	2	174802	WHEELER	WHEELER MOTORS INC	CD 2012 JEEP COMPASS - CHANGE OIL, REPLA	389.81
05/07/2018	2	174803	CCF	CUSTOM CARPETS & FURNITURE	MA ANIMAL SHELTER NEW TILE IN PUPPY ROOM	1,248.00
05/07/2018	2	174804	LEXISNEXIS	LEXISNEXIS RISK SOLUTIONS	PC INFORMATION SEARCH APRIL 2018	50.00
05/07/2018	2	174805	PITNEY-SUP	PITNEY BOWES INC	IS INK CARTRIDGE FOR POSTAGE MACHINE	261.16
05/07/2018	2	174806	RDIC	RIVERTOWN DO-IT CENTER	MA ACCT# 3069 COUNTY BLDG SUPPLIES	38.99
					MA ACCT# 3069 COUNTY BLDG SUPPLIES	6.99
					MA ACCT# 3069 COUNTY BLDG SUPPLIES	55.48
					MA ACCT# 3069 COUNTY BLDG SUPPLIES	6.58
					MA ACCT# 3069 COUNTY BLDG SUPPLIES	19.07
					MA ACCT# 3069 COUNTY BLDG SUPPLIES	15.99
					MA ACCT# 3069 COUNTY BLDG SUPPLIES	6.58
						149.68
05/07/2018	2	174807	OFF DEPOT	OFFICE DEPOT	FN OFFICE SUPPLIES - PENS, CALCULATOR RO	31.59
05/07/2018	2	174808	RDIC	RIVERTOWN DO-IT CENTER	CCHS ACCT# 3069 HUMANE SOCIETY PROJECT	86.97

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
					CCHS ACCT# 3069 HUMANE SOCIETY PROJECT M	57.30
						<u>144.27</u>
05/07/2018	2	174809	CEMENT	CHEBOYGAN CEMENT PRODUCTS	CCHS HUMANE SOCIETY - (2) NEW DOORDS IN	2,765.52
05/07/2018	2	174810	CHARTER	CHARTER COMMUNICATIONS	IS MSU INTERNET 5/6/18-6/5/18 ACCT# 824	84.98
05/07/2018	2	174811	MIDLAND	MIDLAND INFORMATION SYSTEM, INC.	IS AS400 REPLACEMENT	40,807.87
05/07/2018	2	174812	RDIC	RIVERTOWN DO-IT CENTER	MA HEALTH DEPT - PROJECT SUPPLIES	35.77
					MA HEALTH DEPT - PROJECT SUPPLIES	59.28
					MA HEALTH DEPT - PROJECT SUPPLIES	15.70
					MA HEALTH DEPT - PROJECT SUPPLIES	333.84
					MA HEALTH DEPT - PROJECT SUPPLIES	28.71
					MA HEALTH DEPT - PROJECT SUPPLIES	13.97
					MA HEALTH DEPT - PROJECT SUPPLIES	3.89
					MA HEALTH DEPT - PROJECT SUPPLIES	32.54
					MA HEALTH DEPT - PROJECT SUPPLIES	30.74
					MA HEALTH DEPT - PROJECT SUPPLIES	286.12
					MA HEALTH DEPT - PROJECT SUPPLIES	89.95
					MA HEALTH DEPT - PROJECT SUPPLIES	26.06
					MA HEALTH DEPT - PROJECT SUPPLIES	33.11
					MA HEALTH DEPT - PROJECT SUPPLIES	25.48
						<u>1,015.16</u>
05/07/2018	2	174813	RDIC	VOID		
05/07/2018	2	174814	SOM-SCF	STATE OF MICHIGAN	PC JIS USER FEE APR-JUN 2018	2,946.23
05/07/2018	2	174815	WOE	WILLIAMS OFFICE EQUIPMENT	IS COPY MACHINE AGREEMENT APR 2018	2,029.82
05/07/2018	2	174816	BBC	BERNARD BUILDING CENTER	CCM SUPPLIES TO OPEN MARINA	40.64
05/07/2018	2	174817	BLASKOWSKI	BLASKOWSKI FEED & SEED	SD BOOTS/ HECKO	128.00
05/07/2018	2	174818	BRANDTS	BRANDT'S SPORT CENTER	SD SNOW REPAIR - (2) YAMAHA VENTURES	403.50
05/07/2018	2	174819	CAR-SD	CARQUEST AUTO PARTS	SD SHEET METAL PLUG, ADHESIVE	7.99
05/07/2018	2	174820	DIGITAL AL	DIGITAL ALLY	SD COMPUTER CABLE	45.00
05/07/2018	2	174821	GALLS	GALLS INCORPORATED	SD ROAD - LIGHT SHIRTS	71.32
05/07/2018	2	174822	HOME	HOME CONFINEMENT	SD HOME CONFINEMENT - LANCE KING - APR 2	81.00
05/07/2018	2	174823	IRSC	INDIAN RIVER SPORTS CENTER	SD SNOW EQUIPMENT	444.21
05/07/2018	2	174824	KIESLERS	KIESLERS POLICE SUPPLY	SD AMMO	2,274.50
					SD 6 RIFLES WITH MISC EQUIP	5,677.88
						<u>7,952.38</u>
05/07/2018	2	174825	MEMBER	M.E.S.C.A.	CD ANNUAL MEMBERSHIP JAN-DEC 2018 - (MI	50.00
05/07/2018	2	174826	MOD PHAR	MODERN PHARMACY	SDJ INMATE MEDICATIONS APRIL 2018	218.97
05/07/2018	2	174827	MSA	MICHIGAN SHERIFFS' ASSOCIATION	SD DECALS	575.00
05/07/2018	2	174828	NOP	NATIONAL OFFICE PRODUCTS	PZ OFFICE SUPPLIES - PENS, STENO PADS, E	153.98
05/07/2018	2	174829	NYE	NYE UNIFORM COMPANY	SD SHIRTS - MANUEL	218.21
05/07/2018	2	174830	OFF DEPOT	OFFICE DEPOT	SD OFFICE SUPPLIES - USB, FILES, MEMO BO	48.45
					SD OFFICE SUPPLIES - PENS	15.79
					SD OFFICE SUPPLIES - TONER, SHARPIES, PE	138.24
						<u>202.48</u>
05/07/2018	2	174831	SECURUS	SECURUS TECHNOLOGIES	SDJ INMATE PHONE USAGE CHARGES APRIL 201	4,810.74
05/07/2018	2	174832	STELLAR	STELLAR SERVICES	SDJ INMATES SUPPLIES - INDIGENT KITS	14.04
					SDJ INMATES SUPPLIES - COMMISSARY ORDERS	750.90
					SDJ INMATES SUPPLIES - INDIGENT KIT	1.26
					SDJ INMATES SUPPLIES - COMMISSARY ORDERS	769.70
						<u>1,535.90</u>

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Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
05/07/2018	2	174833	ZORO	ZORO TOOLS, INC.	SDJ HAND SOAP, SOAP DISPENSERS	81.08
					SDJ HAND SOAP	225.60
						<u>306.68</u>
05/07/2018	2	174834	CARNATION	CARNATION RESTAURANT	SDJ INMATE FOOD 6348 MEALS & GATORADE	21,619.20
05/07/2018	2	174835	CAS	CHEBOYGAN AREA SCHOOLS	FN SA TEACHER WAGE & FRINGE JAN-MAR 2018	23,782.14
05/07/2018	2	174836	CAS-TRAN	CHEBOYGAN AREA SCHOOLS	RC FUEL CHARGES APRIL 2018 (336.4 GALLON	797.27
05/07/2018	2	174837	EMMET DPW	EMMET COUNTY DPW	RC MONTHLY RECYCLING FEES APRIL 2018	5,217.50
05/07/2018	2	174838	GRAINGER	WW GRAINGER	MA HEALTH DEPT PROJECT - DOOR HARDWARE	24.63
05/07/2018	2	174839	NOP	NATIONAL OFFICE PRODUCTS	SD OFFICE SUPPLIES - FOLDER	8.99
05/07/2018	2	174840	WHEELER	WHEELER MOTORS INC	SD REPAIR GRINDING BRAKE, CHECK STEERING	46.20
					SD COOLENT FLUSH	624.15
					SD WIPERS, OIL CHANGE, PLUGS, BELT	513.07
					SD BULB	17.94
					SD MOUNT, BALANCE	11.00
					SD STRUTS	320.86
					SD OIL CHANGE & TIRES	60.95
					SD TIRES, LINK	133.87
					SD INSTALL DECALS	150.00
					SD OIL CHANGE	29.00
						<u>1,907.04</u>
05/07/2018	2	174841	WHEELER	VOID		
05/08/2018	2	174842	KUJAWA	KUJAWA CONSTRUCTION	AD APPLICATION & CERTIFICATION FOR PAYME	45,000.00
05/09/2018	2	174843	AIRGAS	AIRGAS USA LLC	MA ACETYLENE & OXYGEN TANK LEASE	117.60
05/09/2018	2	174844	ALLPHASE	ALL-PHASE	MA HEALTH DEPT PROJECT - BULBS FOR LIGHT	462.50
05/09/2018	2	174845	AT&T/SBC	AT&T	FN CCM GAS PUMP MODEM #23162733618012 3	47.56
05/09/2018	2	174846	BBC	BERNARD BUILDING CENTER	MA HEALTH DEPT PROJECT -ORDER# 4244615	8.36
					MA HEALTH DEPT PROJECT-ORDER# 4244670	133.90
					MA HEALTH DEPT PROJECT-ORDER# 4245905	214.47
					MA HEALTH DEPT PROJECT-ORDER# 4246115	15.75
					MA HEALTH DEPT PROJECT- ORDER# 4253630	503.97
					MA HEALTH DEPT PROJECT -ORDER# 4253650	9.00
					MA HEALTH DEPT PROJECT -ORDER#4256250	229.14
					MA HEALTH DEPT PROJECT - ORDER#4247970	765.68
					MA HEALTH DEPT PROJECT - ORDER# 4279775	99.92
					MA HEALTH DEPT PROJECT - ORDER# 4248185	595.80
						<u>2,575.99</u>
05/09/2018	2	174847	BBC	VOID		
05/09/2018	2	174848	CUMMINS	CUMMINS BRIDGEWAY	MA COUNTY BLDG GENERATOR REPAIR	874.77
05/09/2018	2	174849	EMMET CTY	EMMET COUNTY	FN 2018 EMERGENCY MGMT JAN-MAR 2018 31%	21,011.61
05/09/2018	2	174850	GEWY	YOUNG, GRAHAM, ELSENHEIMER	AD LEGAL SERVICES THROUGH 4/30/18	3,456.50
05/09/2018	2	174851	LEXISNEXIS	LEXISNEXIS RISK SOLUTIONS	FOC INFORMATION RESEARCH MAR 2018	50.00
05/09/2018	2	174852	MERCER	MERCER	CCM FUEL TANK INSPECTION	573.36
05/09/2018	2	174853	MISC	GRAND TRAVERSE INDUSTRIES	DC INTERPRETOR - #18-6648-LT - LANDLORD/	320.61
05/09/2018	2	174854	MISC-FOC	NORTHERN MFSC	FOC MFSC SPRING TRAINING CONFERENCE	25.00
05/09/2018	2	174855	NOP	NATIONAL OFFICE PRODUCTS	MA SUPPLIES - RUBBERBANDS	15.58
					MA SUPPLIES - MLTIFLD TOWELS	239.90
						<u>255.48</u>
05/09/2018	2	174856	OFF DEPOT	OFFICE DEPOT	DC OFFICE SUPPLIES - INK CARTRIDGE, THER	40.47
05/09/2018	2	174857	QCMC	QUICK CARE MEDICAL CENTER	AD PHYSICAL/DRUG SCREENING - CHRISTINE F	128.00
05/09/2018	2	174858	REHMANN	REHMANN ROBSON	FN GOVERNMENTAL OUTSOURCING	1,120.00
05/09/2018	2	174859	RISK	MICHIGAN MUNICIPAL RISK MANAGEMENT	AD AMENDMENT EFF. 5/3/18 - ADDITION TO J	2,718.00
05/09/2018	2	174860	RWS	REPUBLIC SERVICES #239	MA TRASH REMOVAL APR 2018	637.96

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
05/09/2018	2	174861	STRA P	STRAITSLAND PUBLISHING	AD PUBLIC NOTICE - BOARD MEETING MINUTES	12.00
05/09/2018	2	174862	WERNER	WERNER PLUMBING & HEATING	MA HEALTH DEPT PROJECT SUPPLIES MA HEALTH DEPT PROJECT - NEW TOILETS	34.88 774.92
						<u>809.80</u>
05/09/2018	2	174863	AT&T-SRR	AT&T	SRR PHONE SERVICE ACCT# 23159701784023	66.74
05/09/2018	2	174864	AT&T-SRR	AT&T	SRR PHONE SERVICE ACCT# 23159792627040	130.35
05/09/2018	2	174865	BBC	BERNARD BUILDING CENTER	CCHS HUMANE SOCIETY PROJECT MATERIAL CCHS HUMANE SOCIETY PROJECT MATERIAL CCHS HUMANE SOCIETY PROJECT MATERIAL CCHS HUMANE SOCIETY PROJECT MATERIAL	273.37 12.89 120.29 125.94
						<u>532.49</u>
05/09/2018	2	174866	CARD	CARDMEMBER SERVICE	SD CARD SERVICES THROUGH 4/25/18	1,944.51
05/09/2018	2	174867	CAS-TRAN	CHEBOYGAN AREA SCHOOLS	SRR FUEL CHARGES - (2096.7 GALLONS DIESE	4,969.18
05/09/2018	2	174868	GOUJ C	CAL GOUINE	BOC COMMISSIONER MILEAGE 5/8/18	3.82
05/09/2018	2	174869	GTMC	GRAND TRAVERSE MOBILE	IS ID CARDS FOR DOOR SYSTEM (50 CARDS)	234.03
05/09/2018	2	174870	JOHN K	KAREN JOHNSON	BOC COMMISSIONER MILEAGE 5/8/18	49.45
05/09/2018	2	174871	MATE R	ROBERTA MATELSKI	BOC COMMISSIONER MILEAGE 5/8/18	85.02
05/09/2018	2	174872	NEWM M	MICHAEL NEWMAN	BOC COMMISSIONER MILEAGE 5/8/18	4.91
05/09/2018	2	174873	SAP	STRAITS AREA PRINTING	AD ADVERTISING - CHEBOYGAN TODAY AD	397.50
05/09/2018	2	174874	WALLACE	JOHN WALLACE	BOC COMMISSIONER MILEAGE 5/8/18	49.05
05/11/2018	2	174875	AIRPORT	CHEBOYGAN AIRPORT AUTHORITY	SRR LEASE AGREEMENT MAY 2018	1,500.00
05/11/2018	2	174876	ALGE B	BARB ALGENSTEDT	SDJ LEGAL BLOOD DRAWS - HOLZWORTH, ZOUVA	200.00
05/11/2018	2	174877	AT&T/SBC	AT&T	IS MONTHLY PHONE SERVICE ACCT# 231R01221	1,087.80
05/11/2018	2	174878	AT&T/SBC	VOID		
05/11/2018	2	174879	AT&T/SBC	AT&T	SD MONTHLY PHONE SERVICE 3/29 - 4/28/18	196.23
05/11/2018	2	174880	BURIAL	DOMINIC JUILLET	VA VETERANS BURIAL EXPENSE - KEITH HUDSO	95.00
05/11/2018	2	174881	CALS	CAL'S MOBILE HEAVY EQUIPMENT	SRR BUS# 609 BI-ANNUAL INSPECTION, REPLA SRR BUS# 409 - TROUBLESHOOT WHY BUS QUIT SRR BUS# 07-04 FULL SERVICE, AIR TIRES,	628.83 2,536.38 288.38
						<u>3,453.59</u>
05/11/2018	2	174882	DOBI M	MARK DOBIAS	PC TRIAL COURT APPT ATTY - EVERSOLE & VA	150.00
05/11/2018	2	174883	HOME	HOME CONFINEMENT	PC COURT ORDERED SERVICES, INTENSIVE NEG	558.00
05/11/2018	2	174884	LIFELOC	LIFELOC	SD BREATHALYZERS, MOUTH PIECES	1,110.00
05/11/2018	2	174885	MEYE K	KAREN MEYERS	SD CURTAINS	50.00
05/11/2018	2	174886	MISC	SARA CUNNINGHAM	VA MACVC ANNUAL CEU TRAINING - MEALS	106.90
05/11/2018	2	174887	NOP	NATIONAL OFFICE PRODUCTS	SD LIFTING WORKSTATION DESK	269.99
05/11/2018	2	174888	NSB	NORTHERN STAR BROADCASTING	SRR MONTHLY TOWER LEASE MAY 2018	600.00
05/11/2018	2	174889	SALT R	RAEANN SALTER	PC TRIAL COURT APPT ATTY - BRUDER	35.00
05/11/2018	2	174890	SPARTAN	SPARTAN STORES LLC	VA VAF COMMUNITY PROJECT - FOOD FOR VETE	250.00
05/11/2018	2	174891	SZUM D	DARLENE SZUMKO	PC TRIAL COURT APPT ATTY - KASIE LEOW	150.00
05/11/2018	2	174892	TAYL J	JESSICA TAYLOR	DHS CC# 1416188 4/13/18- 4/26/18	241.36
05/14/2018	2	174893	BECK FH	BECK FUNERAL HOME	VA VETERANS BURIAL EXPENSE - GEORGE PIER	300.00
05/14/2018	2	174894	CDT-GEN	CHEBOYGAN DAILY TRIBUNE	CC SUBSCRIPTION RENEWAL - 52 WEEKS 6/1/1	195.00
05/14/2018	2	174895	CHS-DGC	CATHOLIC HUMAN SERVICES	CC DGC COUNSELING SERVICES FOR DRUG COUR	60.00
05/14/2018	2	174896	CHS-DGC	CATHOLIC HUMAN SERVICES	CC DGC MRT FOR DRUG COURT PARTICIPANTS (	30.00
05/14/2018	2	174897	CULLIGAN	MCCARDEL CULLIGAN-PETOSKEY	CC JURY ROOM WATER ACCT# 0216832	68.50
05/14/2018	2	174898	DECKA	DECKA DIGITAL	CC WINDOW ENVELOPES	102.90
05/14/2018	2	174899	EKDAHL	MICHAEL J EKDAHL	CC DGC DEFENSE ATTORNEY AT DRUG COURT -	50.00
05/14/2018	2	174900	GINOP	GINOP SALES	FG NEW HOLLAND TRACTOR FOR FAIRGROUNDS	27,895.00
05/14/2018	2	174901	HARBOR	HARBOR HALL INC	CC DGC COUNSELING SERVICES - APRIL 2018	73.92
05/14/2018	2	174902	MART	DANIEL MARTIN	CC REPRESENTATION #14-10284 & 10282 DS -	112.50
05/14/2018	2	174903	MSC	MICHIGAN SUPREME COURT	CC JIS SERVICES APR-JUN 2018 - CHEBOYGAN	3,176.40
05/14/2018	2	174904	PAVLICH	SCOTT L PAVLICH	CC JURY BOARD LUNCHEON	91.61

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Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
05/14/2018	2	174905	PAWLOWSKI	NICOLE PAWLOWSKI	CC MILEAGE TO/FROM GAYLORD (94 MILES) CC	51.23
05/14/2018	2	174906	RED TOX	REDWOOD TOXICOLOGY LABORATORY	CC DGC DRUG TESTING FOR DRUG COURT PARTI CC DGC ETG TESTING FOR DRUG COURT PARTIC	1,256.50 120.00 <u>1,376.50</u>
05/14/2018	2	174907	SPARTAN	SPARTAN STORES LLC	CC MISC CHARGES// JURORS ACCT# 015662	46.41
05/14/2018	2	174908	WEST-CC	THOMSON REUTERS - WEST	CC LIBRARY PLAN CHARGES ACCT#1000295901	314.13
05/14/2018	2	174909	WEST-CC	THOMSON REUTERS - WEST	CC LIBRARY PLAN CHARGES ACCT# 1000295901	932.00
05/14/2018	2	174910	WEST-CC	THOMSON REUTERS - WEST	CC LIBRARY PLAN CHARGES ACCT# 1000258918	74.85
05/14/2018	2	174911	WEST-CC	THOMSON REUTERS - WEST	CC LIBRARY PLAN CHARGES ACCT#1003548706	27.00
05/16/2018	2	174912	BS&A	BS&A EQUALIZER SOFTWARE SYST	CD FIELD INSPECTION - ANNUAL SERVICE	950.00
05/16/2018	2	174913	CAS	CHEBOYGAN AREA SCHOOLS	TR NATIONAL COMMERCIAL FOREST DUE SCHOOL	28.05
05/16/2018	2	174914	CCE	CCE CENTRAL DISPATCH AUTHORITY	FN 4% PHONE SURCHARGE COLLECTED APRIL 20	23,473.94
05/16/2018	2	174915	CRANHAM	BRUCE CRANHAM PC	FOC REFEREE HEARINGS MAR & APR 2018	2,400.00
05/16/2018	2	174916	DANI K	KAREN DANIEL	PC GUARDIANSHIP REVIEW - LONSBERRY, MOO PC GUARDIANSHIP REVIEW - VIEAU, GARY	81.80 30.00 <u>111.80</u>
05/16/2018	2	174917	DBS	DUNN'S BUSINESS SOLUTIONS	EQ OFFICE SUPPLIES - ACCT# 3432 - LABELS	12.22
05/16/2018	2	174918	ELECTION	BRIAN MAY	CR BOARD OF CANVASSERS - SCHOOL ELECTION	96.35
05/16/2018	2	174919	ELECTION	BOBIE CRONGEYER	CR BOARD OF CANVASSERS - SCHOOL ELECTION	42.18
05/16/2018	2	174920	ELECTION	GREG HARWICK	CR BOARD OF CANVASSERS - SCHOOL ELECTIO	106.16
05/16/2018	2	174921	ELECTION	DALE GIDDINGS	CR BOARD OF CANVASSERS ELECTION 5/8/18	138.86
05/16/2018	2	174922	G SHIPPING	G'S SHIPPING STORE	SRR CASE OF CENTER PULL HAND TOWELS (6 R	16.00
05/16/2018	2	174923	GRANT	GRANT TOWNSHIP	TR NATIONAL COMMERCIAL FOREST DUE TOWNSH	9.35
05/16/2018	2	174924	MCKI D	DARLENE MCKINLEY	JB WORK DAYS 5/7, 5/8, 5/9, 5/10/18	332.32
05/16/2018	2	174925	MISC-FOC	NORTHERN MFSC	FOC MFSC CONFERENCE REGISTRATION - MARY	25.00
05/16/2018	2	174926	OTEC	OTEC RADIO COMMUNICATIONS	SRR BUS# 409 RADIO REPAIRS	87.50
05/16/2018	2	174927	PHILLIPS	BECKY PHILLIPS	JB WORK DAYS 5/7, 5/8, 5/9, 5/10/18	301.80
05/16/2018	2	174928	PLANTRONIC	PLANTRONICS INC	TR WIRELESS HEADSET #CS540	196.66
05/16/2018	2	174929	SCHR KA	KAREN SCHRAMM	JB WORK DAYS 5/7, 5/8, 5/9, 5/10/18	314.88
05/16/2018	2	174930	TARGET	TARGET	DC FORMS -AFFIDAVIT & CLAIM, COMPLAINT-N	52.26
05/16/2018	2	174931	TREAS	CHEBOYGAN COUNTY TREASURER	PC SAYPA BUS AIDE APRIL 2018	496.01
05/16/2018	2	174932	TREAS	CHEBOYGAN COUNTY TREASURER	PC SAYPA TRANSPORTATION APRIL 2018	3,927.00
05/16/2018	2	174933	ASHB C	CYNTHIA E EBERLY	PC CELL PHONE REIMBURSEMENT MAY 2018	45.00
05/16/2018	2	174934	ASHE M	MEGAN FENLON	PC CELL PHONE REIMBURSEMENT MAY 2018	45.00
05/16/2018	2	174935	BBI	BROWN BUILDERS INC	HEALTH DEPT-WORK ON CLINIC & KITCHEN REM	13,075.00
05/16/2018	2	174936	BURIAL	DOMINIC JUILLET	VA VETERANS BURIAL EXPENSE - INSTALL BUR	95.00
05/16/2018	2	174937	CROS C	CAROL CROSS	PC GUARDIANSHIP REVIEW - BUNKER, WOODRUF	80.10
05/16/2018	2	174938	CTR FAM	CENTER FOR THE FAMILY	PC COURT ORDERED SERVICES - PAVWOSKI, WA	1,380.00
05/16/2018	2	174939	DANI K	KAREN DANIEL	PC GUARDIANSHIP REVIEWS - HEDRICK, KUGHM	148.34
05/16/2018	2	174940	DH #4	DISTRICT HEALTH DEPT #4	SDJ NURSE VISIT - APRIL 2018	3,390.91
05/16/2018	2	174941	DSSI	DRUG SCREEN SOLUTIONS INC	PC COURT ORDERED SERVICES FRADETTE, LOGA	15.00
05/16/2018	2	174942	FOREST	FOREST TOWNSHIP	TR NATIONAL COMMERCIAL FOREST DUE TOWNSH	3,044.12
05/16/2018	2	174943	ILS	INLAND LAKES SCHOOLS	TR NATIONAL COMMERCIAL FOREST DUE TOWNSH	24.06
05/16/2018	2	174944	KEOGH	WILLIAM L KEOGH PC	PC TRIAL COURT APPT ATTY - PLUME-DEAHZAY	150.00
05/16/2018	2	174945	MERCER	MERCER	CCM OPEN FUEL LINES FOR SUMMER	953.76
05/16/2018	2	174946	NMRI	NORTHERN MICHIGAN REVIEW INC	CR NOTICE-LAST DAY REGISTRATION, NOTICE-	389.52
05/16/2018	2	174947	NOP	NATIONAL OFFICE PRODUCTS	PA OFFICE SUPPLIES - HP P3015 TONER	162.99
05/16/2018	2	174948	NORCHEM	NORCHEM DRUG TESTING	DC DRUG TESTING	27.85
05/16/2018	2	174949	NUNDA	NUNDA TOWNSHIP	TR NATIONAL COMMERCIAL FOREST DUE TOWNSH	180.44
05/16/2018	2	174950	OAS	ONAWAY AREA SCHOOLS	TR NATIONAL COMMERCIAL FOREST DUE TOWNSH	1,014.71
05/16/2018	2	174951	OFF DEPOT	OFFICE DEPOT	CR OFFICE SUPPLIES - PENS, LABELS CR OFFICE SUPPLIES - BINDERS	105.20 27.80 <u>133.00</u>

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
05/16/2018	2	174952	PAAM	PAAM	PA REFUND OF CRIME VICTIMS RIGHTS WEEK G	142.71
05/16/2018	2	174953	SAP	STRAITS AREA PRINTING	FN CHECK ORDER	1,044.20
05/16/2018	2	174954	STYF	SAULT TRIBE YOUTH FACILITY	PC ANOTHER COUNTY INSTITUTION - PENFIELD	480.00
05/16/2018	2	174955	WALKER	WALKER TOWNSHIP	TR NATIONAL COMMERCIAL FOREST DUE TOWNSH	72.18
05/16/2018	2	174956	WCS	WOLVERINE COMMUNITY SCHOOLS	TR NATIONAL COMMERCIAL FOREST DUE TOWNSH	60.15
05/16/2018	2	174957	WEST-CR	THOMSON REUTERS - WEST	CR LIBRARY PLAN CHARGES ACCT# 1003251322	4.68
05/16/2018	2	174958	WEST-DC	THOMSON REUTERS - WEST	DC LIBRARY PLAN CHARGES ACCT# 1000381395	14.58
05/16/2018	2	174959	WEST-PA	THOMSON REUTERS - WEST	PA LIBRARY PLAN CHARGES ACCT# 1000452876	32.00
05/18/2018	2	174960	CDT-CR	CHEBOYGAN DAILY TRIBUNE	CR NOTICE OF PUBLIC ACCURACY, NOTICE OF	177.70
05/18/2018	2	174961	CHAP K	KAREN CHAPMAN	CC MILEAGE -306 MILES ROUND TRIP & LUNCH	174.67
05/18/2018	2	174962	KIESLERS	KIESLERS POLICE SUPPLY	SD SPEER GOLD DOT 40 S&W 180 GR GDHP (10	404.26
05/18/2018	2	174963	LAMB MI	MICHAEL H. LAMBLE	PC TRIAL COURT APPT ATTY - DIETZ, ERIK #	50.00
05/18/2018	2	174964	MISC	BUREAU OF CONSTRUCTION CODES	CD APPLICATION FOR MECHANICAL INSPECTOR	125.00
05/18/2018	2	174965	NICH NO	NOVIA M. NICHOLS	PC TRIAL COURT APPT ATTY - DOUGLAS, DONA	100.00
05/18/2018	2	174966	NMIDS	NORTHERN MI IND DRUG SCREEN LLC	CC DGC DRUG TESTING FOR DRUG COURT PARTI	124.00
05/18/2018	2	174967	NOP	NATIONAL OFFICE PRODUCTS	MA MULTIFOLD TOWELS (10 CASES, 16 PER CA MA PRINTER TONER 3/14/18	239.90 87.99
						<u>327.89</u>
05/18/2018	2	174968	RED TOX	REDWOOD TOXICOLOGY LABORATORY	CD DGC DRUG TESTING FOR DRUG COURT PARTI CC DGC ETG TESTING FOR DRUG COURT PARTIC	909.50 92.00
						<u>1,001.50</u>
05/18/2018	2	174969	S&B	SIGN & BANNER FACTORY	SRR REPAIR LETTERING ON BUS# 309	20.00
05/18/2018	2	174970	SHERWIN	SHERWIN-WILLIAMS	MA DORIS REID BLDG - PAINT FOR HEALTH DE MA DORIS REID BLDG - PAINT FOR HEALTH DE	256.48 512.96
						<u>769.44</u>
05/18/2018	2	174971	SPIES	SPIES AUTO PARTS & TIRE	MA BOSCH WIPERS (2) RC SUPPLIES -2.5 DEF 2-13-18 RC SUPPLIES - 2.5 DEF 2/13/18 RC SUPPLIES - TCH SCR N GLOVE, FAST FIT G RC SUPPLIES - 2.5 DEF, RAINX 3/2/18 RC SUPPLIES - WIPER BLADE (2)	19.98 9.99 9.99 21.98 15.97 34.74
						<u>112.65</u>
05/18/2018	2	174972	TREAS	CHEBOYGAN COUNTY TREASURER	PR EMPLOYEE FRINGE & DEDUCTIONS PE 5/12/	145,592.16
05/18/2018	2	174973	WEST-CC	THOMSON REUTERS - WEST	CC LIBRARY PLAN CHARGES 4/5- 5/4/18	74.85
05/18/2018	2	174974	WEST-CC	THOMSON REUTERS - WEST	CC LIBRARY PLAN CHANGES 4/5- 5/4/18	27.00
05/18/2018	2	174975	WEST-CC	THOMSON REUTERS - WEST	CC LIBRARY PLAN CHARGES 4/5- 5/4/18	314.13
05/18/2018	2	174976	WEST-CC	THOMSON REUTERS - WEST	CC LIBRARY PLAN CHARGES 4/1 - 4/30/18	932.00
05/18/2018	2	174977	WEX	WEX BANK	SRR FUEL ACTIVITY ACCT# 7560001322551 C	669.64
05/21/2018	2	174978	BARTLETT	STUART BARTLETT	PZ PLANNING COMMISSION MTGS 5/2/18 & 5/1 PZ PLANNING COMMISSION SITE VISIT 5/15/1	108.34 74.88
						<u>183.22</u>
05/21/2018	2	174979	BEET J	JEAN BEETHEM	CR BOARD OF CANVASSERS SCHOOL ELECTION -	180.00
05/21/2018	2	174980	BERD D	DEBORAH BERDEN	CR BOARD OF CANVASSERS SCHOOL ELECTION -	200.00
05/21/2018	2	174981	BOROWICZ	HAROLD BOROWICZ	PZ PLANNING COMMISSION MTGS 5/2/18 & 5/1	97.44
05/21/2018	2	174982	BUHR M	MICHAELA BUHRMAN	CR BOARD OF CANVASSERS SCHOOL ELECTION -	200.00
05/21/2018	2	174983	BUR M	MARY BUR	CR BOARD OF CANVASSERS - SCHOOL ELECTION	25.00
05/21/2018	2	174984	CALS	CAL'S MOBILE HEAVY EQUIPMENT	SRR BUS# 114 FULL SERVICE, OIL SAMPLE, C SRR BUS# 112 ENTRY DOOR WON'T WORK, NEW	385.25 288.88

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
					SRR BUS# 309 FULL SERVICE, OIL SAMPLE, C	796.95
					SRR BUS# 116 BI-ANNUAL INSPECTION	162.50
					SRR BUS# 509 FULL SERVICE, OIL SAMPLY, R	891.35
						<u>2,524.93</u>
05/21/2018	2	174985	CAR-RC	CARQUEST	RC SUPPLIES - TOW ROPE	98.72
					RC SUPPLIES - DIESEL EXHAUST FLUID	15.15
						<u>113.87</u>
05/21/2018	2	174986	CDT-GEN	CHEBOYGAN DAILY TRIBUNE	PZ ADVERTISING - PUBLIC NOTICES, ZOA, ZB	627.55
05/21/2018	2	174987	CDW-G	CDW-G	IS SONICWALL FIREWALL MAINTENANCE RENEWA	1,888.00
05/21/2018	2	174988	CENTURY	CENTURYLINK	IS MONTHLY PHONE SERVICE ACCT# 88901091	361.29
05/21/2018	2	174989	CENTURY	VOID		
05/21/2018	2	174990	CHASE	DAN CHASE	CD MEAL - GAYLORD	10.32
05/21/2018	2	174991	CHEN V	VIRGINIA CHENEVERE	CR BOARD OF CANVASSERS SCHOOL ELECTION-P	187.50
05/21/2018	2	174992	CHUR S	STEPHEN CHURCHILL	PZ PLANNING COMMISSION MTGS 5/2/18 & 5/1	80.00
					PZ PLANNING COMMISSION SITE VISITS 5/2/1	144.86
						<u>224.86</u>
05/21/2018	2	174993	CROF P	PATTY CROFT	PZ PLANNING COMMISSION MTG 5/2/18 & 5/16	145.40
					PZ PLANNING COMMISSION SITE VISITS 5/2/1	80.00
						<u>225.40</u>
05/21/2018	2	174994	DOYLE	DOYLE INC	MA SHERIFF DEPT ROOF REPAIR	150.00
05/21/2018	2	174995	FAIR M	MICHAEL FAIRCHILD	IS CELL PHONE REIMBURSEMENT MAY 2018	45.00
05/21/2018	2	174996	FREESE	CHARLES FREESE	PZ PLANNING COMMISSION MTGS 5/2/18 & 5/1	141.04
					PZ PLANNING COMMISSION SITE VISITS 4/1/1	168.29
						<u>309.33</u>
05/21/2018	2	174997	GIRA R	RON GIRARD	CR BOARD OF CANVASSERS SCHOOL ELECTION -	187.50
05/21/2018	2	174998	HEIN C	CHERYL HEINY	CR BOARD OF CANVASSERS SCHOOL ELECTION -	180.00
05/21/2018	2	174999	KAVANAUGH	MICHAEL KAVANAUGH	PZ PLANNING COMMISSION MTGS 5/2/18 & 5/1	95.26
					PZ PLANNING COMMISSION SITE VISITS 4/25/	131.78
						<u>227.04</u>
05/21/2018	2	175000	LYON S	SHARON LYON	PZ PLANNING COMMISSION MTGS 5/2/18 & 5/1	138.86
					PZ PLANNING COMMISSION SITE VISIT 5/16/1	106.49
						<u>245.35</u>
05/21/2018	2	175001	MCDO D	DONNA MCDUGALL	CR BOARD OF CANVASSERS SCHOOL ELECTION -	50.00
05/21/2018	2	175002	MCIN S	SHARON MCINTOSH	CR BOARD OF CANVASSERS SCHOOL ELECTION -	235.25
05/21/2018	2	175003	MORG K	KAREN MORGAN	CR BOARD OF CANVASSERS SCHOOL ELECTION -	180.00
05/21/2018	2	175004	NEWM C	CHRISTOPHER NEWMAN	CR BOARD OF CANVASSERS SCHOOL ELECTION -	200.00
05/21/2018	2	175005	OSTWALD	CHARLES OSTWALD	PZ PLANNING COMMISSION MTGS 5/2/18 & 5/1	103.98
					PZ PLANNING COMMISSION SITE VISITS 5/1/1	116.52
						<u>220.50</u>
05/21/2018	2	175006	SPIES-SRR	SPIES AUTO PARTS & TIRE	SRR SUPPLIES - BUNGIES - DIFFERENT SIZES	20.31
05/21/2018	2	175007	TRYB I	IRENE TRYBAN	CR BOARD OF CANVASSERS SCHOOL ELECTION -	180.00
05/23/2018	2	175008	AINS J	JOHN AINSLIE	PC SA FDTA MENTOR STIPEND	300.00
05/23/2018	2	175009	ANTK T	TRACY ANTKOVIK	PC SA FDTA MENTOR STIPEND	100.00

CHECK REGISTER FOR CHEBOYGAN COUNTY  
CHECK DATE FROM 05/01/2018 - 05/31/2018

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
05/23/2018	2	175010	BOYE J	JAMES BOYER	PC SA FDTA MENTOR STIPEND	100.00
05/23/2018	2	175011	BROW TO	TONI BROWN	PC SA FDTA MENTOR STIPEND	100.00
05/23/2018	2	175012	BROWN ML	MARYLYNN BROWN	PC SA FDTA MENTOR STIPEND	100.00
05/23/2018	2	175013	CONSUMERS	CONSUMERS ENERGY	CCM ELECTRIC ACCT#100030339863, 10003039	698.24
05/23/2018	2	175014	ELECTION	DOUG FELMLEE	CR BOARD OF CANVASSERS SCHOOL ELECTION -	75.35
05/23/2018	2	175015	GOUJ C	CAL GOUINE	BOC COMMISSIONER MILEAGE 5/22/18	3.81
05/23/2018	2	175016	JOHN K	KAREN JOHNSON	BOC COMMISSIONER MILEAGE 5/22/18	3.81
05/23/2018	2	175017	JOHN SH	SHANI JOHNSON	PC SA FDTA MENTOR STIPEND	300.00
05/23/2018	2	175018	KENN G	GLORIA KENNEDY	PC SA FDTA MENTOR STIPEND	100.00
05/23/2018	2	175019	LAFR M	MAUREEN LAFRINERE	PC SA FDTA MENTOR STIPEND	300.00
05/23/2018	2	175020	MATE R	ROBERTA MATELSKI	BOC COMMISSIONER MILEAGE 5/22/18 + 4 MEE	105.73
05/23/2018	2	175021	MBM	MATT BARBER MASONRY	MA HS INSTALL KENNEL FENCING -HUMANE SOC MA ANIMAL SHELTER 28'X20' KENNEL ADDITIO	1,300.00 3,950.00
						<u>5,250.00</u>
05/23/2018	2	175022	MCKI D	DARLENE MCKINLEY	JB WORK DAYS 5/14, 15,16,21,22	385.40
05/23/2018	2	175023	MORG R	RONALD MORGAN	PC SA FDTA MENTOR STIPEND	100.00
05/23/2018	2	175024	NEWM CA	CAROL NEUMANN	CR BOARD OF CANVASSERS SCHOOL ELECTION -	329.88
05/23/2018	2	175025	NEWM M	MICHAEL NEWMAN	BOC COMMISSIONER MILEAGE 5/22/18 + 8 MEE	365.63
05/23/2018	2	175026	OTIS	OTIS ELEVATOR COMPANY	MA ELEVATOR SERVICE FROM 6/1/18 - 8/31/1	446.10
05/23/2018	2	175027	PHILLIPS	BECKY PHILLIPS	JB WORK DAYS 5/14,15,16,21,22	347.25
05/23/2018	2	175028	SANG R	RICHARD SANGSTER	BOC COMMISSIONER MILEAGE 5-8-18 BOC COMMISSIONER MILEAGE 4/24/18 BOC COMMISSIONER MILEAGE 4/10/18 BOC COMMISSIONER MILEAGE 5/22/18 + 5 MEE	0.65 0.65 0.65 321.65
						<u>323.60</u>
05/23/2018	2	175029	SCHR KA	KAREN SCHRAMM	JB WORK DAYS 5/14, 15, 16, 21, 22	363.60
05/23/2018	2	175030	SIP	STATE INDUSTRIAL PRODUCTS	MA CLEANING SUPPLIES - HAND WIPES	176.55
05/23/2018	2	175031	SULL RH	RHEA LOUISE SULLIVAN	PC SA FDTA MENTOR STIPEND	100.00
05/23/2018	2	175032	VELI S	STEPHANIE VELING	PC SA FDTA MENTOR STIPEND	100.00
05/23/2018	2	175033	WALLACE	JOHN WALLACE	BOC COMMISSIONER MILEAGE 5/22/18	49.05
05/23/2018	2	175034	WHIT DE	DEBRA WHITE	PC SA FDTA MENTOR STIPEND	100.00
05/23/2018	2	175035	YORK E	ELIZABETH YORK	PC SA FDTA MENTOR STIPEND	100.00
05/23/2018	2	175036	YORK R	ROBERT YORK	PC SA FDTA MENTOR STIPEND	100.00
05/23/2018	2	175037	BLASKOWSKI	BLASKOWSKI FEED & SEED	SD BOOTS - GINOP	128.00
05/23/2018	2	175038	BUTTS	ROBERT J BUTTS	PC JUDGE TRAVEL TO STATE SUPREME COURT/O	347.22
05/23/2018	2	175039	CHARTER	CHARTER COMMUNICATIONS	SD INMATE CABLE ACCT#8245122670006824 5	115.41
05/23/2018	2	175040	FERN FORD	FERNELIUS FORD LINCOLN	SD 2015 EXPLORER - ENGINE/ BRAKES/ROTORS	8,199.82
05/23/2018	2	175041	GBS	GBS INC	CR BALLOTS/MEMORY CARDS - CHEBOYGAN, PEL	4,136.00
05/23/2018	2	175042	GILB	JAMES L GILBERT	PC TRIAL COURT APPT ATTY - 10 CASES	525.00
05/23/2018	2	175043	KIESLERS	KIESLERS POLICE SUPPLY	SD GRIPS	83.16
05/23/2018	2	175044	MCLE D	HON DONALD J MCLENNAN	PC VISITING JUDGES - #17014454	49.05
05/23/2018	2	175045	NOEL R	REBECCA NOEL	PC MILEAGE TO GAYLORD, POST ADOPTION FOR	55.59
05/23/2018	2	175046	NOP	NATIONAL OFFICE PRODUCTS	CCM CASH REGISTER	425.47
05/23/2018	2	175047	PRO-TECH	PRO-TECH	SD FENLON VEST	945.00
05/23/2018	2	175048	RWS	REPUBLIC SERVICES #239	CCM TRASH REMOVAL MAY 2018	190.27
05/23/2018	2	175049	SALT R	RAEANN SALTER	PC GUARDIANSHIP REVIEW - TELLEFSEN, DEBO	75.00
05/23/2018	2	175050	SOM-DCH	STATE OF MICHIGAN	FN SENIOR PROJECT FRESS PROGRAM 2018	7,250.00
05/23/2018	2	175051	TRAIN	SCHOOLS EDUCATORS POLICE LIAISON	SD SEPLA CONFERENCE - 2 DAYS TRAINING	250.00
05/23/2018	2	175052	UN WAY	CHEBOYGAN COUNTY UNITED WAY	FN SENIOR PROJECT FRESH PROGRAM 2018	750.00
05/23/2018	2	175053	WEST-PC	THOMSON REUTERS - WEST	PC LIBRARY PERIODICALS - 2 INVOICES	78.22
05/24/2018	2	175054	AREA 52	AREA 52 SCREEN PRINTING	SD EMBROIDER UNIFORM - BONNETT	12.50
05/24/2018	2	175055	BUR M	MARY BUR	FOC MFSC 2018 SPRING TRAINING - MILEAGE	56.68
05/24/2018	2	175056	FREESE	CHARLES FREESE	PZ SPECIAL MEETINGS 5/1/18 & 5/15/18	141.04
05/24/2018	2	175057	HOWE	HOWE MARINE	SD SLIP - ORDER# 267 (E-17)	1,400.00
05/24/2018	2	175058	MISC-PA	LORI MILLHOUSE-SPRAY	PA STAFF DEVELOPMENT CONFERENCE, CRYSTAL	146.60
05/24/2018	2	175059	NMRE	NORTHERN MICH REGIONAL ENTITY	TR CONVENTION FACILITY FUND - REHABILITA	15,223.00

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
05/24/2018	2	175060	OFF DEPOT	OFFICE DEPOT	SD OFFICE SUPPLIES - BATTERIES	40.89
05/24/2018	2	175061	SOM-CGD	STATE OF MICHIGAN	CF RAFFLE LICENSE	40.00
05/24/2018	2	175062	STELLAR	STELLAR SERVICES	SDJ INMATES SUPPLIES - WELCOME KITS 3-2	435.00
					SDJ INMATES SUPPLIES - INDIGENT KITS	10.26
					SDJ INMATES SUPPLIES - COMMISSARY ORDERS	804.60
					SDJ INMATES SUPPLIES - INDIGENT KITS	1.26
					SDJ INMATES SUPPLIES - COMMISSARY ORDERS	718.70
					SDJ INMATES SUPPLIES - INDIGENT KITS	12.78
					SDJ INMATES SUPPLIES - COMMISSARY ORDERS	25.75
					SDJ INMATES SUPPLIES - SNACK PACKS	550.00
					SDJ INMATES SUPPLIES - INDIGENT KITS	6.00
					SDJ INMATES SUPPLIES - COMMISSARY ORDERS	901.39
						<u>3,465.74</u>
05/24/2018	2	175063	STELLAR	VOID		
05/24/2018	2	175064	TREAS	CHEBOYGAN COUNTY TREASURER	TR CONVENTION FACILITY FUND - COUNTY SHA	15,223.00
05/24/2018	2	175065	WELLER	KEVIN WELLER	FOC MFSC TRAINING - MILEAGE TO/FROM TREE	37.60
05/29/2018	2	175066	HOEKSTRA	HOEKSTRA TRANSPORTATION	SRR NEW BUSES PER CONTRACT	96,470.00
					SRR NEW BUSES PER CONTRACT	102,015.00
					SRR NEW BUSES PER CONTRACT	96,470.00
						<u>294,955.00</u>
05/29/2018	2	175067	OTEC	OTEC RADIO COMMUNICATIONS	SRR KENWOOD 2-WAY RADIO FOR BUS# 118 W/	615.00
					SRR KENWOOD 2-WAY RADIO FOR BUS# 218 W/I	615.00
					SRR KENWOOD 2-WAY RADIO FOR BUS# 318 W/	615.00
						<u>1,845.00</u>
05/29/2018	2	175068	S&B	SIGN & BANNER FACTORY	SRR NEW BUS# 118 - NEW LETTERING & INSTA	500.00
					SRR NEW BUS# 218 - BUS LETTERING & INSTA	500.00
					SRR NEW BUS# 318 - LETTERING & INSTALLAT	500.00
						<u>1,500.00</u>
05/29/2018	2	175069	BREG RO	ROBERT BREGE	DHS CC# 22353916 4/23/18-5/6/18	241.36
05/29/2018	2	175070	BREWSTER	KAREN BREWSTER	CR MILEAGE TO TRI-COUNTY 911 MTG (42 MIL	22.89
05/29/2018	2	175071	BROW C	CHARLES BROWN	PC SA FDTA SPRING SESSION BILLING	1,643.30
05/29/2018	2	175072	CCE	CCE CENTRAL DISPATCH AUTHORITY	FN 4% PHONE SURCHARGE COLLECTED APRIL-MA	37.06
05/29/2018	2	175073	CPSI	CREATIVE PRODUCT SOURCING INC	AD DARE CERTIFICATES & HOLDERS, DARE T-S	270.12
05/29/2018	2	175074	ELECTION	BRIAN MAY	CR BOARD OF CANVASSERS - BALLOT CONTAIN	125.95
05/29/2018	2	175075	ELECTION	BOBIE CRONGEYER	CR BOARD OF CANVASSERS - BALLOT CONTAIN	82.18
05/29/2018	2	175076	ELECTION	GREG HARWICK	CR BOARD OF CANVASSERS - BALLOT CONTAIN	93.08
05/29/2018	2	175077	ELECTION	DALE GIDDINGS	CR BOARD OF CANVASSERS - BALLOT CONTAIN	109.43
05/29/2018	2	175078	FITZNER	STEVEN FITZNER	CCD CONSERVATION MTG 5/23/18	40.00
05/29/2018	2	175079	GLFSE	GREAT LAKES FIRE & SAFETY EQUIP	FN FIRE EXTINGUISHER INSPECTION	146.00
05/29/2018	2	175080	OFF DEPOT	OFFICE DEPOT	TR OFFICE SUPPLIES - ADDING MACHINE TAPE	119.61
05/29/2018	2	175081	ORMS B	LEROY ORMSBEE	CCD CONSERVATION MTG 5/23/18	40.00
05/29/2018	2	175082	REIM C	CARL REIMANN	CCD CONSERVATION MTG 5/23/18	40.00
05/29/2018	2	175083	SENIOR CIT	CHEBOYGAN COUNTY COUNCIL	FN STATE OF MI 2ND QTR 2018 STATE FUNDIN	6,250.00
05/29/2018	2	175084	TASC	TASC	PR TASC PMT 4500-9580-0113	951.00
05/29/2018	2	175085	TAYL J	JESSICA TAYLOR	DHS CC# 1416188 4/27/18-5/10/18	241.36
05/30/2018	2	175086	CHARTER	CHARTER COMMUNICATIONS	IS INTERNET ACCT# 8245122670068360 5/24	109.98
05/30/2018	2	175087	CHARTER	CHARTER COMMUNICATIONS	CCM MARINA TELEPHONE ACCT# 8245122670084	219.94
05/30/2018	2	175088	CONSUMERS	CONSUMERS ENERGY	MA ELECTRIC ACCT#100029199252 4/12- 5/1	24.13
05/30/2018	2	175089	CONSUMERS	CONSUMERS ENERGY	MA ELECTRIC ACCT# 100000107183 4/19- 5	4,718.89
05/30/2018	2	175090	CONSUMERS	CONSUMERS ENERGY	MA ELECTRIC ACCT# 100027732369 4/11- 5/	118.26
05/30/2018	2	175091	CONSUMERS	CONSUMERS ENERGY	MA ELECTRIC ACCT# 100000163434 4/1 - 4/	31.29

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Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
05/30/2018	2	175092	CONSUMERS	CONSUMERS ENERGY	MA ELECTRIC ACCT# 103003539980 4/19 - 5	854.07
05/30/2018	2	175093	CONSUMERS	CONSUMERS ENERGY	MA/RC ELECTRIC ACCT# 100045328463 4/1 -	47.79
05/30/2018	2	175094	CONSUMERS	CONSUMERS ENERGY	FG ELECTRIC ACCT# 100032118323 4/16- 5/1	27.67
05/30/2018	2	175095	CONSUMERS	CONSUMERS ENERGY	FG ELECTRIC ACCT# 100032117473 4/16- 5/	24.13
05/30/2018	2	175096	CONSUMERS	CONSUMERS ENERGY	FG ELECTRIC ACCT# 100032117523 4/16- 5/	37.60
05/30/2018	2	175097	CONSUMERS	CONSUMERS ENERGY	FG ELECTRIC ACCT# 100045025812 4/16 - 5	25.07
05/30/2018	2	175098	CONSUMERS	CONSUMERS ENERGY	FG ELECTRIC ACCT# 100032117358 4/16 - 5	77.83
05/30/2018	2	175099	CONSUMERS	CONSUMERS ENERGY	FG ELECTRIC ACCT# 100032117309 4/16 - 5	24.13
05/30/2018	2	175100	CONSUMERS	CONSUMERS ENERGY	FG ELECTRIC ACCT# 100000225340 4/1 - 4/	47.79
05/30/2018	2	175101	CONSUMERS	CONSUMERS ENERGY	FG ELECTRIC ACCT# 100032117416 4/16 - 5	58.12
05/30/2018	2	175102	DTE	DTE ENERGY	MA GAS ACCT# 910021270764 4/10- 5/10/18	1,790.49
05/30/2018	2	175103	DTE	DTE ENERGY	MA DORIS REID GAS ACCT# 910021270889 4/	165.33
05/30/2018	2	175104	DTE	DTE ENERGY	FG/RC GAS 4008216002 06 & 4029711796 06	108.85
05/30/2018	2	175105	GASLIGHT	GASLIGHT MEDIA	IS MONTHLY WEBSITE HOSTING & SEARCH ENGI	150.00
05/30/2018	2	175106	PIE&G	PRESQUE ISLE ELECTRIC & GAS	RC SECURITY LIGHT ACCT# 9465900000	15.43
05/30/2018	2	175107	VERIZON	VERIZON	IS CELL PHONE SERVICE 4/14- 5/13/18	1,380.54
05/31/2018	2	175108	AFE	ALPENA FIRE EQUIPMENT	SD DIVE CYLINDERS HYDRO TESTED	83.35
05/31/2018	2	175109	BUTTS	ROBERT J BUTTS	PC JUDGE TRAVEL TO ESTATE & PLANNING INS	270.90
05/31/2018	2	175110	CCE	CCE CENTRAL DISPATCH AUTHORITY	FN 4% PHONE SURCHARGE COLLECTED MAY 2018	311.31
05/31/2018	2	175111	CHARTER	CHARTER COMMUNICATIONS	FG/RC PHONE ACCT# 8245122670087873 6/1	204.94
05/31/2018	2	175112	ELK	ELK RUN LANDFILL	MA LANDFILL CHARGES	37.25
05/31/2018	2	175113	MISC	KEITH KNECHT	SD SCUBA TRAINING - LALONDE, RUNSTROM, H	1,575.00
05/31/2018	2	175114	NYE	NYE UNIFORM COMPANY	SD JACKET - COOK	118.47
05/31/2018	2	175115	OFF DEPOT	OFFICE DEPOT	PC 2 INVOICES- # 137496049001 & 13749664	56.83
05/31/2018	2	175116	PET RV	PETOSKEY RV USA	MA TRAILER TO HAUL MOWERS & EQUIPMENT	1,495.00
05/31/2018	2	175117	PITNEY-SUP	PITNEY BOWES INC	IS INK CARTRIDGE & SUPPLIES FOR POSTAGE	471.61
05/31/2018	2	175118	PNC VISA	PNC BANK	FN CREDIT CARD CHARGES THROUGH 5/18/18	6,389.48
05/31/2018	2	175119	PNC VISA	VOID		
05/31/2018	2	175120	ROSE EXT	ROSE EXTERMINATOR	MA PEST CONTROL CONTRACT	73.00
05/31/2018	2	175121	STANS	STANS ELECTRIC	MA ELECTRICAL WORK ON NEW ROOFTOP UNITS	775.44
05/31/2018	2	175122	SYSCO	SYSCO FOODS OF GRAND RAPIDS	SDJ SUPPLIES - STAINAWAY, DETERGENT, SOF	458.67
05/31/2018	2	175123	TRAIN	NATIONAL ASSOC OF DRUG DIVERSION	SD DRUG TRAINING - JAMISON	50.00
					SD DRUG TRAINING - MELDRUM	50.00
						<u>100.00</u>
05/31/2018	2	175124	TRAIN	NATIONAL ASSOC OF DRUG DIVERSION	SD DRUG TRAINING - LALONDE	50.00
					SD DRUG TRAINING - MACRITCHIE	50.00
					SD DRUG TRAINING - HECKO	50.00
					SD DRUG TRAINING - LACHAPELLE	50.00
					SD DRUG TRAINING - WENDELS	50.00
					SD DRUG TRAINING - BECKWITH	50.00
						<u>300.00</u>
						<u><u>1,284,204.69</u></u>
						<u>150.52</u>
						<u>1,284,054.17</u>

2 TOTALS:

Total of 363 Checks:

Less 9 Void Checks:

Total of 354 Disbursements:

1,284,204.69

150.52

1,284,054.17

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
Bank 3 TAX REVOLVING FUND						
05/02/2018	3	7270	SOM-MDA	STATE OF MICHIGAN	TR TAX SETTLEMENTS 2015 - 2018 - QUALIFI	2,809.80
05/03/2018	3	7271	SOM-MDA	STATE OF MICHIGAN	TR QUALIFIED FOREST	683.48
05/09/2018	3	7272	REF-TREA	THEODORE & VERALYN CLINE	TR MTT REFUND 052-005-103-003-00	1,493.57
05/09/2018	3	7273	REF-TREA	LORI SIMONTE	TR PRE REFUND 251-009-309-081-00	687.87
05/09/2018	3	7274	REF-TREA	JOSEPH & DEBORAH FRAZIER	TR MTT REFUND 041-023-100-001-05	506.87
05/09/2018	3	7275	REF-TREA	MARK D. FRALICK	TR MTT REFUND 172-S27-000-002-00	961.28
05/16/2018	3	7276	DEEDS	REGISTER OF DEEDS	TR RECORD REDEMPTION CERTIFICATES (3)	90.00
05/16/2018	3	7277	REF-TREA	JOSEPH & EILEEN SPYHALSKI	TR 2017 CURRENT TAX 220-004-200-002-00	99.01
05/21/2018	3	7278	LAND	LANDMARK DESIGN GROUP PC	TR GOLD FRONT/GOLD DUST DEVELOPMENT OF A	480.00
05/29/2018	3	7279	REF-TREA	GLENFORD & EVA WILLEY	TR OVERTURNED PRE DENIAL	947.00
05/31/2018	3	7280	MISC-TR	DTE ENERGY	TR GOLD PROPERTIES - CUT & CAP GAS SERVI	849.60
05/31/2018	3	7281	REF-TREA	JEFFREY VAN HULLE REVOCABLE TRUST	TR MTT VALUE CHANGE 120-25-000-007-00	1,401.29

## 3 TOTALS:

Total of 12 Checks:

11,009.77

Less 0 Void Checks:

0.00

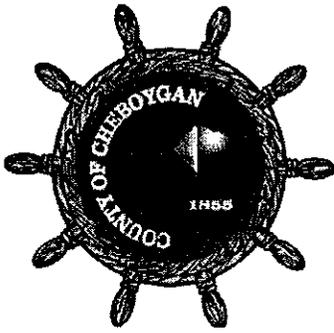
Total of 12 Disbursements:

11,009.77

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
Bank 5 COUNTY ROAD TRANSFERS						
05/31/2018	5	2100822	CTY ROAD	CHEBOYGAN CTY ROAD COMMISSION	CCR ROAD TRANSFER 5/2/18	147,212.71
05/31/2018	5	2100823	CTY ROAD	CHEBOYGAN CTY ROAD COMMISSION	CCR ROAD TRANSFER 5/8/18	72,392.85
05/31/2018	5	2100824	CTY ROAD	CHEBOYGAN CTY ROAD COMMISSION	CCR ROAD TRANSFER 5/21/18	69,159.77
05/31/2018	5	2100825	CTY ROAD	CHEBOYGAN CTY ROAD COMMISSION	CCR ROAD TRANSFER 5/22/18	369,725.56

5 TOTALS:						
Total of 4 Checks:						658,490.89
Less 0 Void Checks:						0.00
Total of 4 Disbursements:						<u>658,490.89</u>

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
Bank 9 INMATE ACCOUNT						
05/08/2018	9	1144	INMATE	SHERIFF INMATE TRUST	INMATES MONEY PAYABLE	1,100.00
05/10/2018	9	1145	INMATE	SHERIFF INMATE TRUST	INMATES MONEY PAYABLE	4,810.74
05/14/2018	9	1146	INMATE	SHERIFF INMATE TRUST	INMATES MONEY PAYABLE	343.70
05/25/2018	9	1147	INMATE	SHERIFF INMATE TRUST	INMATES MONEY PAYABLE	200.00
05/31/2018	9	1148	INMATE	SHERIFF INMATE TRUST	INMATES MONEY PAYABLE	18,938.89
9 TOTALS:						
Total of 5 Checks:						25,393.33
Less 0 Void Checks:						0.00
Total of 5 Disbursements:						25,393.33



98

# Cheboygan County Board of Commissioners' Meeting June 12, 2018

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

**Summary:**

General Fund – Fund 101

*Department 139*

On March 29, 2018, the Prosecutor's Office received Crime Victim's Rights Week funding through the Prosecuting Attorneys Association of Michigan. These funds were used to raise awareness by hosting a luncheon for all victims to attend on April 12, 2018. This budget adjustment raises the Local Grants revenue line item and the Miscellaneous expenditure line item by \$400.

*Department 301*

On May 7, 2018, the Sheriff's Department received a grant award from the Nova Southeastern University to be used for drug investigation. This grant was not included in the original budget. This budget adjustment raises the Sheriff-Local Grant revenue line item and the Drug Investigation expenditure line item by \$350.

**Financial Impact:**

Fund 101 total budget increase of \$750.

**Recommendation:**

Motion to approve the budget adjustments to raise revenues and expenditures for \$750 in the line items provided in the following attachments.

**Prepared by:** James Manko

**Department:** Finance

**RAISE REVENUE AND EXPENDITURE**

General Fund - Fund 101

101-400-583.00	\$400.00 +
Local Grants	
101-139-959.00	\$400.00 +
Miscellaneous	

Signed: Approved at the 6/12/18 BOC Meeting

Prepared by: James Manko

Post date: 5/1/2018

*JEM*

05/10/18

RAISE REVENUE AND EXPENDITURE

General Fund – Sheriff's Department (301)

101-400-582.00	\$350.00+
Sheriff-Local Grants	

101-301-744.08	\$350.00+
Drug Investigation	

Adjustment for Nova Southeastern survey

Signed *Jodi Beauchamp*

Prepared by: Jodi Beauchamp

Approved at the 6/12/18  
BOC meeting

*JEM*

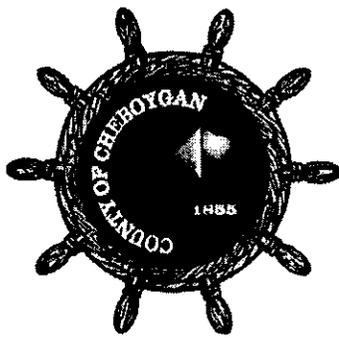
INVESTMENT REPORT AS OF MARCH 31, 2018

FUND	LOCATION	TYPE	RATE	ACCOUNT BALANCE	GENERAL LEDGER	
POINT & PAY	C.N.B.	CHECKING	0.0967%	\$7,134.24	N/A	
PAYROLL ACCOUNT	C.N.B.	CHECKING	0.0967%	\$1,610.50	N/A	
T & A	C.N.B.	CHECKING	0.0968%	\$1,264,279.75	\$543,330.51	701-721
GENERAL	C.N.B.	CHECKING	0.0968%	\$5,760,102.61	\$9,085,108.10	101-802
PREMIUM BUSINESS MONEY MARKET	PNC	PM	0.8300%	\$1,894,049.87		
COMMERCIAL MONEY MARKET	FIRST FEDERAL	PM	0.2500%	\$505,629.51		
PRIME SHARE SAVINGS	SAFCU	SAVINGS	0.4800%	\$510,836.76		
LIQUID ASSETS ACCOUNT	MICHIGAN CLASS	LQ	1.7200%	\$489,480.25		
GENERAL CD DUE (09/30/17) #385111578030 (CLOSED 5/18/17) GEN CNB	COMERICA	CD	0.0000%	\$0.00		
INVERNESS SEWER PJT	C.N.B.	IMMA	0.0966%	\$5,361.30		
FAIR IMPRESS ACCOUNT	C.N.B.	CHECKING	0.0000%	\$5,717.38	\$5,010.28	
FAIR PREMIUM ACCOUNT	C.N.B.	CHECKING	0.0000%	\$2,662.04	\$2,363.40	
100% TAX FUND	C.N.B.	CHECKING	0.0968%	\$5,339,782.03	\$9,435,007.93	516-517
2009 TAX FUND	PNC	IMMA	0.7200%	\$255,233.74		
TAX FUND CD DUE (07/19/19) #259282	C.N.B.	CD	0.6000%	\$1,072,591.74		
TAX FUND CD DUE (10/04/19) #259334	C.N.B.	CD	0.6000%	\$510,609.97		
TAX FUND CD DUE (11/08/19) #259362	C.N.B.	CD	0.6000%	\$642,153.08		
1996 TAX FUND CD DUE (07/01/19)	1ST COMMUNITY	CD	0.5500%	\$400,804.00		
COMMERCIAL MONEY MARKET	FIRST FEDERAL	PM	0.2500%	\$505,629.51		
PRIME SHARE SAVINGS	SAFCU	SAVINGS	0.4900%	\$863,879.74		
COUNTY ROAD SAVINGS	C.N.B.	IMMA	0.0968%	\$3,114,816.95	\$3,159,816.54	201
COUNTY ROAD	1ST COMMUNITY	CHECKING	0.1001%	\$44,953.49		
COUNTY ROAD DEBT RET	C.N.B.	IMMA	0.0968%	\$236,941.44	\$236,922.26	352
INMATE TRUST FUND - NEW ACCOUNT	C.N.B.	CHECKING	0.0000%	\$18,071.95	\$14,571.95	764
FRIEND OF THE COURT	C.N.B.	CHECKING	0.0000%	\$1,670.00	\$200.00	706
89TH DC - BOND ACCOUNT	C.N.B.	CHECKING	0.0966%	\$8,787.74	\$8,437.74	760
CASH AND INVESTMENTS PER THE BANK STATEMENTS				\$23,462,789.59	\$22,490,768.71	CASH AND INVESTMENTS
IMPREST CASH - CASH ON HAND				\$1,445.00	\$1,445.00	IMPREST CASH
<b>TOTAL CASH AND INVESTMENTS</b>				<b>\$23,464,234.59</b>	<b>\$22,492,213.71</b>	<b>TOTAL CASH AND INVESTMENTS</b>
				DIFFERENCE	\$972,020.88	RECONCILING ITEMS AS OF 3/31/18

**\*TYPE**

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

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



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# Cheboygan County Board of Commissioners' Meeting

June 12, 2018

**Title:** EUP Antique Equipment Association

**Summary:** The farm and antique tractor pull is scheduled for Sunday, August 5<sup>th</sup> at 1 p.m. Civil Counsel has reviewed this contract in the past which has remained the same for several years.

**Financial Impact:** \$2,000 from Fair budget for service.

**Recommendation:** Motion to approve the EUP Antique Equipment Association Agreement and authorize the Chair to sign.

**Prepared by:** Jeffery B. Lawson

**Department:** Administration

**EUP Antique Equipment Association  
c/o Roger Graham  
5631 SW Birch Point Loop  
Brimley MI 49715**

**RENTAL CONTRACT**

This agreement entered into between the **EUP Antique Equipment Association** (hereafter club) and **Cheboygan County Fair** located at PO Box 70, 870 South Main Street, Cheboygan MI 49721, for rental of the club's listed equipment:

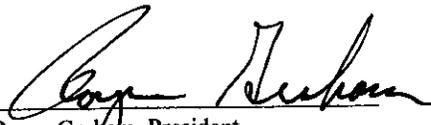
Large Transfer Sled.....	\$1,500.00
Garden Transfer Sled.....	\$ -0-
Scales/v-blade.....	\$ 500.00
Miscellaneous.....	\$ -0-
(includes personnel, announcer, scale operator, measuring crew, sound equipment)	
<b>Total Rental Cost.....</b>	<b>\$2,000.00</b>

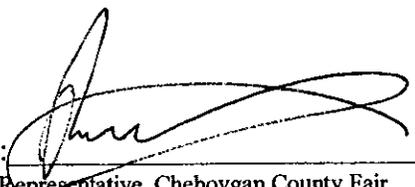
Event date August 5, 2018, Sunday at 1:00 pm; Class: Farm/Antique

Inconsideration of such services (renter) Cheboygan County Fair of PO Box 70, 870 South Main, Cheboygan MI 49721 (231) 818-2109 agrees to pay the EUP Antique Equipment association the sum of \$2,000.00 upon completion of the event, in US currency.

EUP Antique Equipment Association  
Roger Graham, President (906) 630-0133

Renter: Cheboygan County Fair

Signature:   
Roger Graham, President

Signature:   
Representative, Cheboygan County Fair

Date: 5/31/18

Date: 06-03-18

Please sign and return original to the EUP Antique Equipment Association. The promoter is to provide a forklift or end loader with a lifting capacity of 3500# to lift scales and weights.

## **2018 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 EUP Antique Equipment Association. (hereafter, Exhibitor), c/o Roger Graham, 5631 SW Birch Point Loop, Brimley MI 49715, 906 630-0133. And in consideration of the mutual covenants and promise contained herein the parties agree as follows:

### **1. ADDENDUM CONTROLS**

The parties anticipate entering into an Exhibition Agreement with regard to 2018 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 declaration page of a valid, paid up policy of general liability insurance which named Cheboygan County and the Fair Board as additional insured, and which has a face amount of at least \$1,000,000.00 per occurrence. This declaration 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, consortium, or any other claim as a result of involvement or participation in Exhibitor's activities on the fairgrounds.

### **6. CREW MEMEBERS 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 than person(s). A crew member shall include only those person, agents, servants, contractors, or volunteers who are brought to the exhibition or employed by he Contractor with or without compensation and who have not been supplied by he Fair or the County, to aid in the presentation of the exhibit.

## **7. INDEPENDENT CONTRACTOR**

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

## **8. INDEMNIFICATION**

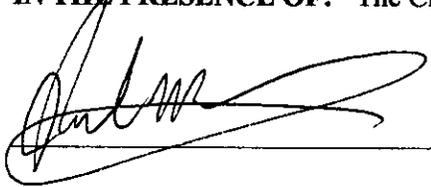
Exhibitor agrees to indemnify, hold harmless and defend the Fair Board, the County of Cheboygan, its agents, assigns, insurance companies, and employees for any claims made of damages in any way arising from the Exhibitor use of occupancy of the fairgrounds or violation of this Agreement, including the costs of any litigation or other legal proceeding, and reasonable attorney fees as provide by or through the Exhibitor's insurance policy and if none available then by the Exhibitors in performance of the Exhibition Agreement, as described above.

## **9. MISCELLANEOUS**

- A.** The premises covered by the 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 the business on the premises and in respect to the manner in which it uses the premises.
- C.** Exhibition agrees that if the interest created by this Agreement shall be taken in execution or by other process of law or if Exhibitor shall become bankrupt or insolvent, according to law, or any receiver be appointed for the business or property of the Exhibitor, or if any assignment shall be made of Exhibitor's property for the benefit of creditor, then and in such event, this agreement may be canceled 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 the Exhibition Agreement has been approved in advance in accord with the bylaws, and the party execution on behalf of Exhibitor has the legal authority to do so and to bind the Exhibitor.
- E.** If any provision 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 isto be construed pursuant to the laws of the State of Michigan.

**IN WITNESS WHEREOF** this addendum has been executed of the day and year set forth below:

**IN THE PRESENCE OF:** The Cheboygan County Fair Board.

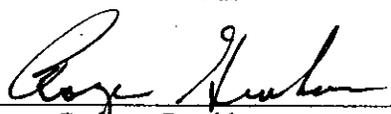
  
\_\_\_\_\_

\_\_\_\_\_

Dated 06-03-18

Dated \_\_\_\_\_

Exhibitor: EUP Antique Equipment Association

  
\_\_\_\_\_

\_\_\_\_\_

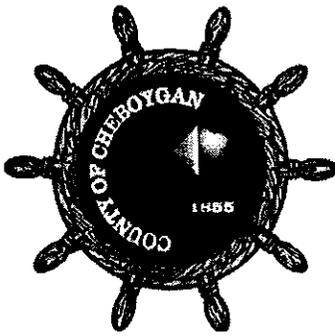
By: Roger Grafam, President  
EUP Antique Equipment Association

Dated 5/31/18

Approved as to form:

\_\_\_\_\_  
Chairperson  
Cheboygan County Board of Commissioners

Dated \_\_\_\_\_



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# Cheboygan County Board of Commissioners' Meeting

June 12, 2018

**Title:** Animal Oasis (Mobile Petting Zoo)

**Summary:** Animal Oasis will provide exotic and farm animals for the public to view free of charge during the August 6-11 Fair week. Civil Counsel has reviewed this contract in the past which has remained the same for several years.

**Financial Impact:** \$4,200 from Fair Budget for service.

**Recommendation:** Motion to approve the Animal Oasis Agreement and authorize the Chair to sign.

**Prepared by:** Jeffery B. Lawson

**Department:** Administration



Event date(s): **August 6-11, 2018** Start time: **open** End time: **close**

Organization/Event: **Cheboygan County Fair**

Organization Mailing Address: **PO Box 307, Cheboygan, MI 49721**

Contact person: **Dan O'Henley**

Contact phone: **231-627-7051** Email: **ohenleyd@yahoo.com**

Contact cell phone: **231-420-6548** Fax:

Event location address: **204 E. Lincoln Avenue, Cheboygan, MI 49721**

Price: **\$700 x 6 days = Total: \$ 4200.00**

Special provisions/notes:

**\*Please note: Payment in full is due on the day of (or final day of) event.**

Petting Farm (32' x 40')  Camel Rides (30' x 30')  Exotic Exhibit (85' x 20')  Bird Encounter (20' x 30')

**Event holder shall supply:**

- Electricity: Two (2) 110v minimum, 30-50 amp service
- Water: access to water at ALL times; hook up at events over 2 days

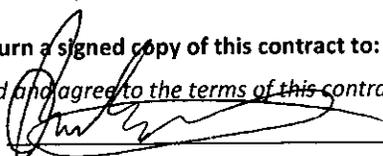
**Animal Oasis shall supply:**

- Variety of healthy, unique, well-behaved exotic and farm animals\*
- Knowledgeable and courteous staff
- \*Due to the nature of this business, animals may be subject to change.*

Engagements are rain or shine and are guaranteed to take place, by both parties, on the date(s) specified, unless a rain date is included in this contract. A cancellation fee of 100% of the event fee will be imposed if the event is cancelled within 10 business days of the scheduled event. Strobel Enterprises, LLC maintains valid comprehensive general liability insurance. Neither Animal Oasis nor Strobel Enterprises, LLC's name or likeness may be used as an endorsement of any product, service, or event, without its prior written consent. This contract will become null and void if it is not returned within 30 days of the Animal Oasis representative signature below.

Please return a signed copy of this contract to: **Animal Oasis, 11936 Hogan Highway, Clinton, MI 49236**

*I have read and agree to the terms of this contract.*

Signature:  \_\_\_\_\_  
Event Representative

Date: 03/05/18

Signature: Donald Strobel

Date: 1-20-18

**Animal Oasis Representative (Strobel Enterprises, L.L. C., by Donald Strobel, Member)**

Don Strobel  
Clinton, MI.  
TheAnimalOasis.com  
[info@TheAnimalOasis.com](mailto:info@TheAnimalOasis.com)  
734-368-1649 or 517-456-4128

## 2018 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 Animal Oasis, (hereafter, Exhibitor), 11936 Hogan Highway, Clinton, MI 49236 (734)368-1649 or (517)456-4128 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 2018 Cheboygan County Fair. The terms of this addendum are deemed by the parties to be terms of the exhibitor's contract (Exhibition Agreement) and where the terms of the exhibitor's contract and this addendum conflict, the terms of this addendum shall control.

### 2. PROVISION OF INSURANCE

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

### 3. ASSIGNMENT

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

### 4. REVIEW AND ACCEPTANCE OF AGREEMENT

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

### 5. PARTICIPANT WAIVERS

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

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

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

## **7. INDEPENDENT CONTRACTOR**

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

## **8. INDEMNIFICATION**

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

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

## **9. MISCELLANEOUS**

- A. The premises covered by this Agreement shall not be used for any unlawful purpose.
- B. The Exhibitor shall abide by all federal, state and local laws in respect to the operation of a business on the premises and in respect to the manner in which it uses the premises.
- C. Exhibitor agrees that if the interest created by this Agreement shall be taken in execution or by other process of law or if Exhibitor shall become bankrupt or 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**

\_\_\_\_\_

By: Ron Williams  
Its: President

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

**Exhibitor**

\_\_\_\_\_

By:  
Its:

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

**Approved as to form:**

\_\_\_\_\_  
**John B. Wallace, Chairperson  
Cheboygan County Board of Commissioners**

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



# Cheboygan County Board of Commissioners' Meeting

June 12, 2018

**Title:** Blue Cross/Blue Shield of Michigan – Administrative Services Contract – Advance Deposit Program – Cheboygan County Inmate Services Contract Renewal

**Summary:** The Blue Cross/Blue Shield of Michigan – Administrative Services Contract – Advance Deposit Program – Cheboygan County Inmate Services Contract expires 6/30/18. The renewal contract is for 12 months (7/1/18-6/30/19).

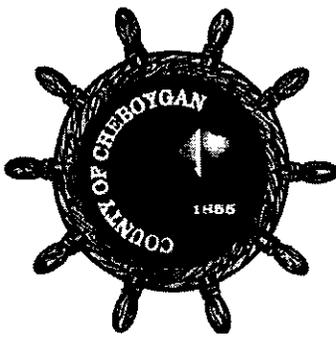
The proposed contract allows for Cheboygan County inmate medical services to be billed at the BC/BS Insurance approved rate.

**Financial Impact:** Dependent on inmate medical services provided; *Inmate Medical 101-351-760.00* line item.

**Recommendation:** Recommend the Cheboygan County Board of Commissioners approve and sign the proposed Blue Cross/Blue Shield of Michigan – Administrative Services Contract – Advance Deposit Program – Cheboygan County Inmate Services Contract and Amendment to Schedule A Regarding Prescription Drug Administration fees dated July 2018 subject to final Attorney review.

Prepared by: Jeffery B. Lawson

Department: Administration



\_\_\_\_\_

# Cheboygan County Board of Commissioners' Meeting

June 12, 2018

**Title:** Blue Cross/Blue Shield of Michigan – Administrative Services Contract – Advance Deposit Program – Cheboygan County Inmate Services Contract Renewal

**Summary:** The Blue Cross/Blue Shield of Michigan – Administrative Services Contract – Advance Deposit Program – Cheboygan County Inmate Services Contract expires 6/30/18. The renewal contract is for 12 months (7/1/18-6/30/19).

The proposed contract allows for Cheboygan County inmate medical services to be billed at the BC/BS Insurance approved rate.

**Financial Impact:** Dependent on inmate medical services provided; *Inmate Medical 101-351-760.00* line item.

**Recommendation:** Recommend the Cheboygan County Board of Commissioners approve and sign the proposed Blue Cross/Blue Shield of Michigan – Administrative Services Contract – Advance Deposit Program – Cheboygan County Inmate Services Contract and Amendment to Schedule A Regarding Prescription Drug Administration fees dated July 2018 subject to final Attorney review.

Prepared by: Jeffery B. Lawson

Department: Administration

Blue Cross Blue Shield of Michigan  
 SCHEDULE A-Renewal Term (Effective July 2018 through June 2019)  
 Administrative Services Contract (ASC)

- 1 . Group Name: CHEBOYGAN COUNTY INMATES
- 2 . Group Number: 007016242
- 3 . Initial ASC Contract Effective Date: May 01, 1997
- 4 . ASC Funding Arrangement: Advance Deposit
- 5 . Line(s) of Business:
- |  |  |                                 |
|--|--|---------------------------------|
| <input checked="" type="checkbox"/> Facility | <input checked="" type="checkbox"/> Professional       | <input type="checkbox"/> Dental |
| <input type="checkbox"/> Facility Foreign    | <input checked="" type="checkbox"/> Prescription Drugs | <input type="checkbox"/> Vision |
| <input type="checkbox"/> Facility Domestic   |  |                                 |

6 . Administrative Fees: Select one of the two administrative fee options below by putting a check in the box. The below administrative fees cover the Lines of Business checked in Section 5 above, unless otherwise indicated.

	Administrative Fee Per Contract Per Month	Estimated Monthly Contracts	Estimated Monthly Administrative Fee
<input type="checkbox"/> <b>Option 1: Administrative Fee (Full Fixed)</b>			
A. Administrative Fee (Full Fixed)	11.00%	1	<b>\$510</b>
B. Additional Wellness Fees	not applicable	not applicable	<b>not applicable</b>
C. Online Visits	not applicable	not applicable	<b>not applicable</b>
D. Prescription Drug Accumulator Fee	not applicable	not applicable	<b>not applicable</b>
E. Third-Party Stop Loss Vendor Fee	not applicable	not applicable	<b>not applicable</b>
Total Administrative Fee	11.00%	1	<b>\$510</b>

\*Additional Administrative Compensation (AAC) is nine percent (9%) of BCBSM discounts on Michigan hospital claims.

7 . This Schedule A does not include any fees payable by Group to an Agent. If Group has an Agent Fee Processing Agreement on file with BCBSM, please refer to that agreement for fees and details.

8 . Late Payment Fees: If Group's payment is more than one business day late, Group shall pay a late fee of the lesser of two percent (2%) of any outstanding amount due or the maximum amount permitted by law.

Hospital Advance	\$423
Advance Deposit	\$1,139
<b>Total Deposit Held for the Contract Year</b>	<b>\$1,562</b>

9 . BCBSM Account: 1840-09397-3 Comerica 0720-00096  
 Wire Number Bank American Bank Assoc

10 . Amounts billed for out-of-state claims may include BlueCard access fees and any value-based provider reimbursement negotiated by a Host Blue with out-of-state providers. See Schedule B to ASC and Exhibit 1 for additional information.

11 . If your group contains Medicare contracts and they are being separated from the current funding arrangement, all figures within the current funding arrangement will be adjusted.

12 . The Group acknowledges that BCBSM or a Host Blue may have compensation arrangements with providers in which the provider is subject to performance or risk-based compensation, including but not limited to withholds, bonuses, incentive payments, provider credits and member management fees. Often the compensation amount is determined after the medical service has been performed and after the Group has been invoiced. The Claims billed to Group include both service-based and value-based reimbursement to health care providers. Group acknowledges that BCBSM's negotiated reimbursement rates include all reimbursement obligations to providers including provider obligations and entitlements under BCBSM Quality Programs. Service-based reimbursement means the portion of the negotiated rate attributed to a particular health care service. Value-based reimbursement is the portion of the negotiated reimbursement rate attributable to BCBSM Quality Programs, as described in Exhibit 1 to Schedule A. BCBSM negotiates provider reimbursement rates and settles provider obligations on its own behalf, not Group. Group receives the benefit of BCBSM provider rates, but it has no entitlement to a particular rate or to unbundle the service-based or value-based components of Claims. See Exhibit 1 to Schedule A and Schedule B to ASC for additional information.



BY: \_\_\_\_\_  
(Signature)

NAME: \_\_\_\_\_  
(Print)

TITLE: \_\_\_\_\_

DATE: \_\_\_\_\_

BY: \_\_\_\_\_  
(Signature)

NAME: \_\_\_\_\_  
(Print)

TITLE: \_\_\_\_\_

DATE: \_\_\_\_\_

Blue Cross Blue Shield of Michigan is an independent licensee of the Blue Cross and Blue Shield Association.

CHEBOYGAN COUNTY INMATES

Group Number - 007016242

**Amendment to Administrative Services Contract**

CHEBOYGAN COUNTY INMATES  
007016242

This amendment ("Amendment") to the Administrative Services Contract, effective on your 2018 Renewal Date ("Contract"), is between Blue Cross Blue Shield of Michigan ("BCBSM") and the undersigned group ("Group"), as the plan sponsor and administrator of its group health care plan.

In consideration of their mutual promises, the Contract will be amended as follows:

1. The Subrogation section of Article II—Group Responsibilities—is amended by adding the following sentence at the end of the first paragraph:

On and after the effective date of the new Shared Savings Program, which shall not be sooner than January 1, 2018, BCBSM will retain as administrative compensation a percentage of all funds recovered through subrogation efforts as set forth in Schedule A.

2. The Pharmacy Rebates section of Article II—Group Responsibilities is deleted in its entirety and replaced with the following:

**Pharmacy Benefits.**

To the extent Group has engaged BCBSM to administer prescription drug claims for its Plan, BCBSM or its subcontractor shall process all prescription drug claims according to Group's benefit design and BCBSM's participating pharmacy contracts.

Group acknowledges that payments to participating pharmacies may include prescription drug costs, dispensing fees, and incentive fees for dispensing a generic drug or compounding a prescription drug.

Group understands and agrees that BCBSM may directly contract with pharmaceutical manufacturers or BCBSM may contract with various subcontractors that have contracts with pharmaceutical manufacturers ("Rebate Administrators"). Because of such contracts with Rebate Administrators, Group agrees that Group will not submit, either directly or indirectly through a third party, prescription drug claims to any pharmaceutical manufacturers for rebates. The Rebate Administrators retain a portion of the gross rebates collected from drug manufacturers as a claims processing and rebate administration fee ("Rebate Administrator Fee"). In addition, notwithstanding anything to the contrary in this Contract, BCBSM retains a portion of the rebates as administrative compensation ("BCBSM Rebate Service Fee"). The Rebate Administrator Fee and BCBSM Rebate Service Fee are set forth in Schedule A. If, pursuant to BCBSM's agreement with a Rebate Administrator, the Rebate Administrator Fee changes during a Contract Year, such change shall be effective and automatically incorporated in Group's Schedule A following 30 days' notice by BCBSM to Group. BCBSM will pass on to Group rebates net of any fees set forth in the Schedule A. If BCBSM receives rebate adjustments or de minimis amounts of unidentifiable rebates that cannot practicably be tied to particular claims, BCBSM will proportionally allocate those rebate amounts to customers with pharmacy benefits.

3. Except as set forth in this Amendment, all other terms and conditions of the Contract shall remain in full force and effect. If there is a conflict between the terms of this Amendment and the Contract, the terms of this Amendment shall prevail.

**Signatures**

**BCBSM:**

**GROUP:** CHEBOYGAN COUNTY INMATES

<b>By:</b> (Signature)	<b>By:</b> (Signature)
<b>Name:</b> (Print)	<b>Name:</b> (Print)
<b>Title:</b>	<b>Title:</b>
<b>Date:</b>	<b>Date:</b>

## **Schedule A - Exhibit 1**

### **BCBSM Value-Based Provider Reimbursement**

As in prior years, the Claims billed to Group include amounts that BCBSM reimburses health care providers including reimbursement tied to value. BCBSM has adopted a provider payment model that includes both fee-based and value-based reimbursement. BCBSM does not unbundle Claims and does not retain any portion of Claims as compensation. Provider reimbursement is governed by separate agreements with providers, BCBSM standard operating procedures, and BCBSM Quality Programs.

BCBSM negotiates provider reimbursement rates on its own behalf and makes those rates available to customers through its products and networks. The reimbursement rates can, and often do, vary from provider to provider. Providers may qualify for higher reimbursement rates for satisfying requirements of certain BCBSM Quality Programs, including, for example, Pay-for-Performance (PFP) rates and Value Based Contracting (VBK) rates earned by hospitals and Patient Centered Medical Home (PCMH) rates earned by physicians.

Provider reimbursement rates also capture provider commitments to BCBSM Quality Programs. For example, hospitals participating in Hospital Collaborative Quality Initiatives (CQIs) agree to allocate a portion of their reimbursement to fund inter-hospital quality initiatives. Intellectual property may be developed through BCBSM Quality Programs for subsequent license and use by BCBSM or a third party. Group specifically understands, acknowledges, and agrees that it has no rights to any intellectual property, or derivatives thereof, including, but not limited to, copyrights, patents, or licenses, developed through BCBSM Quality Programs.

Providers may also receive reward and incentive payments from BCBSM Quality Programs funded through an allocation from provider reimbursement or collected from Group's Customer Savings Refund. Such allocations may be to a pooled fund from which value-based payments to providers are made. For example, pursuant to the Physician Group Incentive Program (PGIP), physicians agree to allocate 5% of each Claim to a PGIP fund, which in turn makes reward payments to eligible physician organizations demonstrating particular quality and pays physician organizations for participation in collaborative initiatives.

As explained in the Blue Card Program disclosure (Schedule B to ASC), an out-of-state Blue Cross Blue Shield Plan ("Host Blue") may also negotiate fee-based and/or value-based reimbursement for their providers. A Host Blue may include all provider reimbursement obligations in Claims or may, at its election, collect some or all of its value-based provider (VBP) reimbursement obligations through a per attributed member per month (PaMPM) benefit expense, as in, for example, the Blue Distinction Total Care (BDTC) Program. All Host Blue PaMPM benefit expenses for VBP reimbursement will be consolidated on your monthly invoice and appear as "Out-of-State VBP Provider Reimbursement." The supporting detail for the consolidated amount will be available on e-Bookshelf as reported by each Host Blue Plan. Host Blues determine which members are attributed to eligible providers and calculate the PaMPM VBP reimbursement obligation based only on these attributed members. Host Blue have exclusive control over the calculation of PaMPM VBP reimbursement.

Value-based reimbursement includes other obligations and entitlements pursuant to other BCBSM Quality Programs funded in a similar manner to those described in this Exhibit. Additional information is available at [www.valuepartnerships.com](http://www.valuepartnerships.com) and [www.bcbs.com/totalcare](http://www.bcbs.com/totalcare). Questions regarding provider reimbursement and BCBSM Quality Programs or Host Blue VBP reimbursement should be directed to your BCBSM account representative.

**Schedule B  
BlueCard Disclosures  
Inter-Plan Arrangements**

**I. Out-of-Area Services**

**Overview**

BCBSM has a variety of relationships with other Blue Cross and/or Blue Shield Licensees referred to generally as "Inter-Plan Arrangements." These Inter-Plan Arrangements operate under rules and procedures issued by the Blue Cross Blue Shield Association ("Association"). Whenever Enrollees access healthcare services outside the geographic area BCBSM serves, the Claim for those services may be processed through one of these Inter-Plan Programs and presented to BCBSM for payment in accordance with the rules of the Inter-Plan Arrangements. The Inter-Plan Arrangements are described generally below.

Typically, when accessing care outside the geographic area BCBSM serves, Enrollees obtain care from Providers that have a contractual agreement ("Participating Providers") with the local Blue Cross and/or Blue Shield Licensee in that other geographic area ("Host Blue"). In some instances, Enrollees may obtain care from Providers in the Host Blue geographical area that do not have a contractual agreement ("Non-participating Providers") with the Host Blue. BCBSM remains responsible for fulfilling its contractual obligations to you. BCBSM's payment practices in both instances are described below.

This disclosure describes how Claims are administered for Inter-Plan Arrangements and the fees that are charged in connection with Inter-Plan Arrangements. Note that Dental Care Benefits, except when paid as medical claims/benefits, and those Prescription Drug Benefits or Vision Care Benefits that may be administered by a third party contracted by BCBSM to provide the specific service or services, are not processed through Inter-Plan Arrangements.

**A. BlueCard® Program**

The BlueCard® Program is an Inter-Plan Arrangement. Under this Arrangement, when Enrollees access covered healthcare services within the geographic area served by a Host Blue, the Host Blue will be responsible for contracting and handling all interactions with its Participating Providers. The financial terms of the BlueCard Program are described generally below.

**1. Liability Calculation Method Per Claim – In General**

**a. Enrollee Liability Calculation**

The calculation of the Enrollee liability on Claims for covered healthcare services processed through the BlueCard Program will be based on the lower of the Participating Provider's billed covered charges or the negotiated price made available to BCBSM by the Host Blue.

Under certain circumstances, if BCBSM pays the Healthcare Provider amounts that are the responsibility of the Enrollee, BCBSM may collect such amounts from the Enrollee.

In situations where participating agreements allow for bulk settlement reconciliations for Episode-Based Payment/Bundled Payments, BCBSM may include a factor for such settlement or reconciliations as part of the fees BCBSM charges to Group.

Where Group agrees to use reference-based benefits, which are service-specific benefit dollar limits for specific procedures, based on a Host Blue's local market rates, Enrollees will be responsible for the amount that the healthcare Provider bills for a specified procedure above the reference benefit limit for that procedure. For a Participating Provider, that amount will be the difference between the negotiated price and the reference benefit limit. For a Non-participating Provider, that amount will be the difference between the Non-Participating Provider's billed charge and the reference benefit limit. Where a reference benefit limit exceeds either a negotiated price or a Provider's billed charge, the Enrollee will incur no liability, other than any applicable Enrollee cost sharing.

## b. Group Liability Calculation

The calculation of Group liability on Claims for covered healthcare services processed through the BlueCard Program will be based on the negotiated price made available to BCBSM by the Host Blue under contract between the Host Blue and the Provider. Sometimes, this negotiated price may be greater for a given service or services than the billed charge in accordance with how the Host Blue has negotiated with its Participating Provider(s) for specific healthcare services. In cases where the negotiated price exceeds the billed charge, Group may be liable for the excess amount even when the Enrollee's deductible has not been satisfied. This excess amount reflects an amount that may be necessary to secure (a) the Provider's participation in the network and/or (b) the overall discount negotiated by the Host Blue. In such a case, the entire contracted price is paid to the Provider, even when the contracted price is greater than the billed charge.

## 2. Claims Pricing

The Host Blue determines a negotiated price, which is reflected in the terms of each Host Blue's healthcare Provider contracts. The negotiated price made available to BCBSM by the Host Blue may be represented by one of the following:

- (i) an actual price. An actual price is a negotiated payment in effect at the time a Claim is processed without any other increases or decreases, or
- (ii) an estimated price. An estimated price is a negotiated payment in effect at the time a Claim is processed, reduced or increased by a percentage to take into account certain payments negotiated with the Provider and other Claim- and non-Claim-related transactions. Such transactions may include, but are not limited to, anti-fraud and abuse recoveries, Provider refunds not applied on a Claim-specific basis, retrospective settlements, and performance-related bonuses or incentives, or
- (iii) an average price. An average price is a percentage of billed charges for covered services in effect at the time a Claim is processed representing the aggregate payments negotiated by the Host Blue with all of its healthcare Providers or a similar classification of its Providers and other Claim- and non-Claim-related transactions. Such transactions may include the same ones as noted above for an estimated price.

The Host Blue determines whether it will use an actual, estimated or an average price in its respective Provider agreements. The use of estimated or average pricing may result in a difference (positive or negative) between the price Group pays on a specific Claim and the actual amount the Host Blue pays to the Provider. However, the BlueCard Program requires that the amount paid by the Enrollee and Group is a final price; no future price adjustment will result in increases or decreases to the pricing of past Claims.

Any positive or negative differences in estimated or average pricing are accounted for through variance accounts maintained by the Host Blue and are incorporated into future Claim prices. As a result, the amounts charged to Group will be adjusted in a following year, as necessary, to account for over- or underestimation of the past years' prices. The Host Blue will not receive compensation from how the estimated price or average price methods, described above, are calculated. Because all amounts paid are final, neither positive variance account amounts (funds available to be paid in the following year), nor negative variance amounts (the funds needed to be received in the following year), are due to or from Group. If Group terminates, Group will not receive a refund or charge from the variance account.

Variance account balances are small amounts relative to the overall paid Claims amounts and will be liquidated/drawn down over time. The timeframe for their liquidation depends on variables, including, but not limited to, overall volume/number of Claims processed and variance account balance. Variance account balances may earn interest at the federal funds or similar rate. The Host Blue may retain interest earned on funds held in variance accounts.

## 3. BlueCard Program Fees and Compensation

Group understands and agrees to reimburse BCBSM for certain fees and compensation which BCBSM is obligated under the BlueCard Program to pay to the Host Blue, to the Blue Cross and Blue Shield Association (BCBSA), and/or to vendors of BlueCard Program related services. The specific Blue Card Program fees and compensation that are charged to Group and which Group is responsible related to the foregoing are set forth in Exhibit 1 to this Schedule B. BlueCard Program Fees and compensation may be revised annually from time to time as described in H below.

## **B. Negotiated Arrangements**

With respect to one or more Host Blue, instead of using the BlueCard Program, BCBSM may process your Enrollee claims for covered healthcare services through Negotiated Arrangements.

In addition, if BCBSM and Group have agreed that (a) Host Blue(s) shall make available (a) custom healthcare Provider network(s) in connection with this Agreement, then the terms and conditions set forth in BCBSM's Negotiated Arrangement(s) for National Accounts with such Host Blue(s) shall apply. These include the provisions governing the processing and payment of Claims when Enrollees access such network(s). In negotiating such arrangement(s), BCBSM is not acting on behalf of or as an agent for Group, the Group's health care plan or Group Enrollees.

### **1. Enrollee Liability Calculation**

Enrollee liability calculation for covered healthcare services will be based on the lower of either billed covered charges for covered services or negotiated price that the Host Blue makes available to BCBSM that allows Group's Enrollees access to negotiated participation agreement networks of specified Participating Providers outside of BCBSM's service area.

Under certain circumstances, if BCBSM pays the Healthcare Provider amounts that are the responsibility of the Enrollee, BCBSM may collect such amounts from the Enrollee.

In situations where participating agreements allow for bulk settlement reconciliations for Episode-Based Payment/Bundled Payments, BCBSM may include a factor for such settlement or reconciliations as part of the fees BCBSM charges to Group.

Where Group agrees to use reference-based benefits, which are service-specific benefit dollar limits for specific procedures, based on a Host Blue's local market rates, Enrollees will be responsible for the amount that the healthcare Provider bills for a specified procedure above the reference benefit limit for that procedure. For a Participating Provider, that amount will be the difference between the negotiated price and the reference benefit limit. For a Non-participating Provider, that amount will be the difference between the Non-Participating Provider's billed charge and the reference benefit limit. Where a reference benefit limit exceeds either a negotiated price or a Provider's billed charge, the Enrollee will incur no liability, other than any applicable Enrollee cost sharing.

### **2. Group Liability Calculation**

The calculation of Group liability on Claims for covered healthcare services processed through the BlueCard Program will be based on the negotiated price made available to BCBSM by the Host Blue under the contract between the Host Blue and the Provider. Sometimes, this negotiated price may be greater for a given service or services than the billed charge in accordance with how the Host Blue has negotiated with its Participating Provider(s) for specific healthcare services. In cases where the negotiated price exceeds the billed charge, Group may be liable for the excess amount even when the Enrollee's deductible has not been satisfied. This excess amount reflects an amount that may be necessary to secure (a) the Provider's participation in the network and/or (b) the overall discount negotiated by the Host Blue. In such a case, the entire contracted price is paid to the Provider, even when the contracted price is greater than the billed charge.

### **3. Claims Pricing**

Same as in the BlueCard Program above.

### **4. Fees and Compensation**

Group understands and agrees to reimburse BCBSM for certain fees and compensation which we are obligated under applicable Inter-Plan Arrangement requirements to pay to the Host Blue, to the Blue Cross and Blue Shield Association, and/or to vendors of Inter-Plan Arrangement-related services. Fees and compensation under applicable Inter-Plan Arrangement may be revised annually as described in section H below. In addition, the participation agreement with the Host Blue may provide that BCBSM must pay an administrative and/or a network access fee to the Host Blue, and Group further agrees to reimburse BCBSM for any such applicable administrative and/or network access fees. The specific fees and compensation that are charged to Group under the Negotiated Arrangements are set forth in Exhibit 1 to this Schedule B.

## C. Special Cases: Value-Based Programs

### *Value-Based Programs Overview*

Group Enrollees may access covered healthcare services from Providers that participate in a Host Blue's Value-Based Program. Value-Based Programs may be delivered either through the BlueCard Program or a Negotiated Arrangement. These Value-Based Programs may include, but are not limited to, Accountable Care Organizations, Global Payment/Total Cost of Care arrangements, Patient Centered Medical Homes and Shared Savings arrangements.

### *Value-Based Programs under the BlueCard Program*

### *Value-Based Programs Administration*

Under Value-Based Programs, a Host Blue may pay Providers for reaching agreed-upon cost/quality goals in the following ways, including but not limited to retrospective settlements, Provider Incentives, share of target savings, Care Coordinator Fees and/or other allowed amounts.

The Host Blue may pass these Provider payments to BCBSM, which BCBSM will pass directly on to Group as either an amount included in the price of the Claim or an amount charged separately in addition to the Claim.

When such amounts are included in the price of the Claim, the Claim may be billed using one of the following pricing methods, as determined by the Host Blue:

- (i) **Actual Pricing:** The charge to accounts for Value-Based Programs incentives/Shared Savings settlements is part of the Claim. These charges are passed to Group via an enhanced Provider fee schedule.
- (ii) **Supplemental Factor:** The charge to accounts for Value-Based Programs incentives/Shared Savings settlements is a supplemental amount that is included in the Claim as an amount based on a specified supplemental factor (e.g., a small percentage increase in the Claim amount). The supplemental factor may be adjusted from time to time.

When such amounts are billed separately from the price of the Claim, they may be billed as a Per Attributed Member Per Month (PaMPM) amount for Value-Based Programs incentives/Shared Savings settlements to Group outside of the Claim system. BCBSM will pass these Host Blue charges directly through to Group as a separately identified amount on the Group's invoices.

The amounts used to calculate either the supplemental factors for estimated pricing or PaMPM billings are fixed amounts that are estimated to be necessary to finance the cost of a particular Value-Based Program. Because amounts are estimates, there may be positive or negative differences based on actual experience, and such differences will be accounted for in a variance account maintained by the Host Blue (in the same manner as described in the BlueCard Claim pricing section above) until the end of the applicable Value-Based Program payment and/or reconciliation measurement period. The amounts needed to fund a Value-Based Program may be changed before the end of the measurement period if it is determined that amounts being collected are projected to exceed the amount necessary to fund the program or if they are projected to be insufficient to fund the program.

At the end of the Value-Based Program payment and/or reconciliation measurement period for these arrangements, the Host Blue will take one of the following actions:

- Use any surplus in funds in the variance account to fund Value-Based Program payments or reconciliation amounts in the next measurement period.
- Address any deficit in funds in the variance account through an adjustment to the PaMPM billing amount or the reconciliation billing amount for the next measurement period.

The Host Blue will not receive compensation resulting from how estimated, average or PaMPM price methods, described above, are calculated. If Group terminates, you will not receive a refund or charge from the variance account. This is because any resulting surpluses or deficits would be eventually exhausted through prospective adjustment to the settlement billings in the case of Value-Based Programs. The measurement period for determining these surpluses or deficits may differ from the term of the administrative services contract.

Variance account balances are small amounts relative to the overall paid Claims amounts and will be liquidated/drawn down over time. The timeframe for their liquidation depends on variables, including, but not limited to, overall volume/number of Claims processed and variance account balance. Variance account balances may earn interest, and interest is earned at the federal funds or similar rate. The Host Blue may retain interest earned on funds held in variance accounts.

Note: Enrollees will not bear any portion of the cost of Value-Based Programs except when the Host Blue uses either average pricing or actual pricing to pay Providers under Value-Based Programs.

#### *Care Coordinator Fees*

The Host Blue may also bill BCBSM for Care Coordinator Fees for Covered Services which BCBSM will pass on to Group as follows:

1. PaMPM billings; or
2. Individual Claim billings through applicable care coordination codes from the most current editions of either Current Procedural Terminology (CPT) published by the American Medical Association (AMA) or Healthcare Common Procedure Coding System (HCPCS) published by the U.S. Centers for Medicare and Medicaid Services (CMS).

As part of this agreement/contract, BCBSM and Group will not impose Enrollee cost sharing for Care Coordinator Fees.

#### *Value-Based Programs under Negotiated Arrangements*

If BCBSM has entered into a Negotiated National Account Arrangement with a Host Blue to provide Value-Based Programs to Enrollees, BCBSM will follow the same procedures for Value-Based Programs administration and Care Coordination Fees as noted in the BlueCard Program section.

#### **D. Return of Overpayments**

Recoveries of overpayments/from a Host Blue or its Participating Providers and Non-participating Providers can arise in several ways, including, but not limited to, anti-fraud and abuse recoveries, audits/healthcare Provider/hospital bill audits, credit balance audits, utilization review refunds, and unsolicited refunds. Recoveries will be applied/Recovery amounts determined in the ways noted above will be applied so that so that corrections will be made, in general, on either a Claim-by-Claim or prospective basis. If recovery amounts are passed on a Claim-by-Claim basis from the Host Blue to BCBSM they will be credited to Group account. In some cases, the Host Blue will engage a third party to assist in identification or collection of overpayments/recovery amounts. The fees of such a third party may charge to Group as a percentage of the recovery.

Unless the Host Blue agrees to a longer period of time for retroactive cancellations of membership, the Host Blue will provide BCBSM the full refunds from Participating Providers for a period of only one year after the date of the Inter-Plan financial settlement process for the original Claim. For Care Coordinator Fees associated with Value-Based Programs, BCBSM will request such refunds for a period of up to ninety (90) days from the termination notice transaction on the payment innovations delivery platform. In some cases, recovery of Claim payments associated with a retroactive cancellation may not be possible if, as an example, the recovery (a) conflicts with the Host Blue's state law or healthcare Provider contracts (b) would result from Shared Savings and/or Provider Incentive arrangements or (c) would jeopardize the Host Blue's relationship with its Participating Providers, notwithstanding to the contrary any other provision of this agreement/contract.

## **E. Inter-Plan Programs: Federal/State Taxes/Surcharges/Fees**

In some instances, federal or state laws or regulations may impose a surcharge, tax or other fee that applies to self-funded accounts. If applicable, BCBSM will provide prior written notice of any such surcharge, tax or other fee to Group, which will be Group liability.

## **F. Non-Participating Healthcare Providers Outside BCBSM's Service Area**

### **1. Enrollee Liability Calculation**

#### **a. In General**

When covered healthcare services are provided outside of BCBSM's service area by Non-participating Providers, the amount an Enrollee pays for such services will generally be based on either the Host Blue's Non-participating Provider local payment or the pricing arrangements required by applicable state law. In these situations, the Enrollee may be responsible for the difference between the amount that the Non-participating Provider bills and the payment BCBSM will make for the covered services as set forth in this paragraph. Payments for out-of-network emergency services will be governed by applicable federal and state law.

#### **b. Exceptions**

In some exception cases, BCBSM may pay Claims from Non-participating Providers outside of BCBSM's service area based on the Provider's billed charge, such as in situations where an Enrollee did not have reasonable access to a Participating Provider, as determined by BCBSM in BCBSM's sole and absolute discretion or by applicable state law. In other exception cases, BCBSM may pay such Claims based on the payment BCBSM would make if BCBSM were paying a Non-participating Provider inside of its service area where the Host Blue's corresponding payment would be more than BCBSM's in-service area Non-participating Provider payment. BCBSM may choose to negotiate a payment with such a Provider on an exception basis.

Unless otherwise stated, in any of these exception situations, the Enrollee may be responsible for the difference between the amount that the Non-participating Provider bills and the payment BCBSM will make for the covered services as set forth in this paragraph.

### **2. Fees and Compensation**

Group understands and agrees to reimburse BCBSM for certain fees and compensation which we are obligated under applicable Inter-Plan Arrangement requirements to pay to the Host Blue, to the Blue Cross and Blue Shield Association, and/or to vendors of Inter-Plan Arrangement-related services. The specific fees and compensation that are charged to Group and that Group will be responsible for in connection with the foregoing are set forth in Exhibit 1 to this Schedule B. Fees and compensation under applicable Inter-Plan Arrangements may be revised from time to time as provided for in H below.

## **G. Blue Cross Blue Shield Global Core (Formerly known as BlueCard Worldwide<sup>®</sup> Program)**

### **1. General Information**

If Enrollees are outside the United States, the Commonwealth of Puerto Rico and the U.S. Virgin Islands (hereinafter: "BlueCard service area"), they may be able to take advantage of the Blue Cross Blue Shield Global Core Program when accessing covered healthcare services. The Blue Cross Blue Shield Global Core Program is unlike the BlueCard Program available in the BlueCard service area in certain ways. For instance, although the Blue Cross Blue Shield Global Core Program assists Enrollees with accessing a network of inpatient, outpatient and professional providers, the network is not served by a Host Blue. As such, when Enrollees receive care from Providers outside the BlueCard service area, the Enrollees will typically have to pay the Providers and submit the Claims themselves to obtain reimbursement for these services.

- **Inpatient Services**

In most cases, if Enrollees contact the Blue Cross Blue Shield Global Core Service Center for assistance, hospitals will not require Enrollees to pay for covered inpatient services, except for their cost-share amounts/deductibles, coinsurance, etc. In such cases, the hospital will submit Enrollee Claims to the Blue Cross Blue Shield Global Core Service Center to initiate Claims processing. However, if the Enrollee paid in full at the time of service, the Enrollee must submit a Claim to obtain reimbursement for covered healthcare services. Enrollees must contact BCBSM to obtain precertification for non-emergency inpatient services.

- **Outpatient Services**

Physicians, urgent care centers and other outpatient Providers located outside the BlueCard service area will typically require Enrollees to pay in full at the time of service. Enrollees must submit a Claim to obtain reimbursement for covered healthcare services.

- **Submitting a Blue Cross Blue Shield Global Core Claim**

When Enrollees pay for covered healthcare services outside the BlueCard service area, they must submit a Claim to obtain reimbursement. For institutional and professional claims, Enrollees should complete a Blue Cross Blue Shield Global Core International claim form and send the claim form with the Provider's itemized bill(s) to the Blue Cross Blue Shield Global Core Service Center address on the form to initiate claims processing. The claim form is available from BCBSM, the Blue Cross Blue Shield Global Core Service Center, or online at [www.bcbsglobal.com](http://www.bcbsglobal.com). If Enrollees need assistance with their claim submissions, they should call the Blue Cross Blue Shield Global Core Service Center at 1.800.810.BLUE (2583) or call collect at 1.804.673.1177, 24 hours a day, seven days a week.

## **2. Blue Cross Blue Shield Global Core Program-Related Fees**

Group understands and agrees to reimburse BCBSM for certain fees and compensation which we are obligated under applicable Inter-Plan Arrangement requirements to pay to the Host Blue, to the Association and/or to vendors of Inter-Plan Arrangement-related services. The specific fees and compensation that are charged to Group under the Blue Cross Blue Shield Global Core Program and that Group is responsible for relating to the foregoing are set forth in Exhibit 1 to this Schedule B. Fees and compensation under applicable Inter-Plan Arrangements may be revised from time to time as provided for in section H below.

### **H. Modifications or Changes to Inter-Plan Arrangement Fees or Compensation**

Modifications or changes to Inter-Plan Arrangement fees are generally made effective Jan. 1 of the calendar year, but they may occur at any time during the year. In the case of any such modifications or changes, BCBSM shall provide Group with at least thirty (30) days' advance written notice of any modification or change to such Inter-Plan Arrangement fees or compensation describing the change and the effective date thereof and Group right to terminate the ASC without penalty by giving written notice of termination before the effective date of the change. If Group fails to respond to the notice and does not terminate this Agreement during the notice period, Group will be deemed to have approved the proposed changes, and BCBSM will then allow such modifications to become part of this Agreement.

### Exhibit 1

BlueCard Program Access Fees may be charged separately each time a claim is processed through the BlueCard Program. All other BlueCard Program-related fees are included in BCBSM's administrative fee. The BlueCard Access Fee is charged by the Host Blue to BCBSM for making its applicable Provider network available to Group's Enrollees. The BlueCard Access Fee will not apply to Non-participating Provider Claims. The BlueCard Access Fee is charged on a per-Claim basis and is charged as a percentage of the discount/differential BCBSM receives from the applicable Host Blue. The percentage for 2018 is 4.30% for fewer than 1,000 PPO or traditional enrolled Blue contracts; 2.40% for 1,000–9,999 Blue PPO enrolled contracts; and 2.22% for 10,000–49,999 Blue PPO enrolled contracts, all capped at \$2,000.00 per Claim. For Groups with more than 50,000 Blue PPO enrolled contracts, Blue Card Access Fees are waived and not charged to the Group. If Group's enrollment falls below 50,000 PPO enrolled contracts, BCBSM passes the BlueCard Access Fee, when charged, directly on to the Group.

Instances may occur in which the Claim payment is zero or BCBSM pays only a small amount because the amounts eligible for payment were applied to patient cost sharing (such as a deductible or coinsurance). In these instances, BCBSM will pay the Host Blue's Access Fee and pass it along directly to the Group as stated above even though the Group paid little or had no Claim liability.

# Cheboygan County Board of Commissioners' Meeting

June 12, 2018

**Title:** State of Michigan FY 2018 Operation Stonegarden Grant

**Summary:** On June 4, 2018 the Cheboygan County Sheriff's Department was advised by the State of Michigan through the Department of Homeland Security we are again eligible to apply for the next grant cycle, FY2018 Operation Stonegarden.

At this time I am requesting authorization to again show our interest in applying. At a future date, once (if) approved for the grant we will be advised of our allocation.

This grant is a non-matching grant which provides for the purchasing of equipment and additional homeland security patrols.

The FY2018 grant will cover eligible costs from September 1, 2018 through August 31, 2021.

**Financial Impact:** No financial impact and no budget adjustment for FY2018.

**Recommendation:** I recommend the Cheboygan County Board of Commissioners make a motion to approve the Cheboygan County Sheriff's Department to contact and advise the State of Michigan our interest in applying for the FY 2018 Stonegarden grant.

**Prepared by:** Sheriff Dale V. Clarmont

**Department:** Cheboygan County Sheriff Department



# PRESIDENT'S REPORT

May 2018

[www.northernlakes.net](http://www.northernlakes.net)

**NLEA Lunch another big success...due to all of you!** Another sellout crowd and congrats to our award winners "**Community of East Jordan – Maniac Award**" and the "**Great Lakes Center for the Arts – Project of the Year Award**". Both are well deserving and what they are doing today will have a positive impact on our region for years to come.

[For videos and photos click here.](#)



**Joe Short** wowed the audience (in his own humorous style) by sharing the story of his entrepreneurial journey. Wow... are we lucky to have Shorts making Northern MI the best or what? Thanks again Joe!

And finally, congratulations and so long to an ole friend. **Lydia Murray**, the MEDC Business Development Manager in our area is retiring after nearly 30 years of service. She is proactive, creative and collaborative. It was always so obvious Lydia loves what she does, where she does it, and who she does it with. She may be retired, but Lydia will always be a good friend and colleague. Thanks Lydia!

Thanks again for all each of you do to make this an amazing place!

Andy Hayes, President

"It is with deepest gratitude that we accepted the Northern Lakes Economic Alliance's Project of the Year award. This project began as a dream; not just one person's dream, but a collective one. It would not be possible without countless individuals and organizations believing in the power of the arts to change lives. The NLEA was very helpful in the early stages, as we did our due diligence before launching the project."

— Jill O'Neil, Executive Director  
Great Lakes Center for the Arts

## Potential Projects (in various stages of due diligence)

### Community & Business Assistance

51 Projects	96	New Jobs
	237	Retained jobs
	\$9,592,650	Projected Investment

### Projects in Progress

#### Community & Business Assistance

15 Projects	\$1,274,890	Grants
	\$26,318	Local Government Investment
	\$152,311,250	Private Investment
	82	New Jobs
	384	Retained Jobs

### Completed Projects (year-to-date)

#### Community & Business Assistance

3 Projects	\$286,869	Grants / Local gov't investment
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## Website Statistics (Jan 2018—Present)

Month	Unique visitors	Number of visits	Pages viewed
May	5,278	5,973	17,213
2018 (YTD)	40,285	49,109	106,388

158,336 Clicks per Visit!

Reaching Other Borders!  
Brazil — 250 Pages Viewed  
India — 209 Pages Viewed

### Top 5 Pages Viewed:

1. Pitch Night
2. Annual Lunch
3. Business Planning
4. Contact Us
5. About Us



## Upcoming Events

- [7/11-12 IAI Youth Welding Academy](#)
- [9/11 Michigan Works! Annual Conference](#)
- [10/3-4 Connecting Entrepreneurial Communities Conference](#)

Like us on Facebook!

Follow us on Instagram and LinkedIn!



S T A T E O F M I C H I G A N

BOARD OF COMMISSIONERS OF THE COUNTY OF ALLEGAN

**BOARD OF COMMISSIONERS - OPPOSE AMENDATORY LEGISLATION TO  
MICHIGAN PUBLIC ACT 93 OF 2013**

**WHEREAS**, Michigan Public Act of 2013 created the Michigan Indigent Defense Commission (MIDC), authorized the MIDC to establish minimum standards for the provision of indigent defense services, mandated compliance plans from all Michigan counties by November 20, 2017 to address the first four indigent defense standards, and mandated that any additional costs required to implement these minimum standards be paid by the state; and

**WHEREAS**, Allegan County and Van Buren County developed a joint compliance plan for implementing the first four indigent defense standards and submitted this plan to MIDC by November 20, 2017 deadline; and

**WHEREAS**, the joint plan for compliance submitted by Allegan and Van Buren counties was approved in its entirety by the MIDC; and

**WHEREAS**, Governor Rick Snyder has now proposed a FY19 budget for the State of Michigan, which includes what appears to be insufficient funding to pay the additional indigent defense expenses that are anticipated in association with implementation of the first four indigent defense minimum standards, as required by Michigan Public Act 93 of 2013; and

**WHEREAS**, realizing state funding as currently proposed, appears to be insufficient and in violation of Michigan Public Act 93 of 2013, the Governor has further proposed amendatory legislation, "to clarify and improve" Michigan Public Act 93 of 2013, which include, among other things, establishing a new minimum local share of indigent defense costs to \$7.25 per capita and requiring that 90 percent of the revenue now collected by counties from partially indigent defendants be remitted to the state to support statewide system costs; and

**WHEREAS**, it has been determined that the proposed amendatory changes to the Michigan Public Act 93 of 2013 would result in an increase in expenses to Allegan County to provide indigent defense services in compliance with the first four standards.

**THEREFORE BE IT RESOLVED** the Allegan County Board of Commissioners hereby oppose any amendatory legislation to Michigan Public Act 93 of 2013 that would reduce or eliminate the State of Michigan's fiduciary responsibility to pay any and all additional costs required to implement the minimum indigent

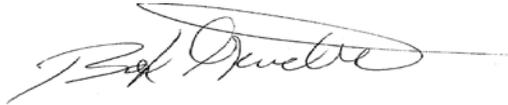
defense standards, as presently legislated and/or that would result in any county revenues related to indigent defense being diverted to the State of Michigan; and

**BE IT FURTHER RESOLVED**, the Board of Commissioners remains committed to implementing the new minimum indigent defense standard as mandated by the MIDC, so long as the State of Michigan remains true to its original commitment to pay for any additional costs necessary for their implementation; and

**BE IT FINALLY RESOLVED** that a copy of this resolution be forwarded to Governor Snyder, US Senators Gary Peters and Debbie Stabenow, State Senator Tonya Schuitmaker, Congressmen Fred Upton and Bill Huizenga, State Representatives Mary Whiteford and Steve Johnson and the Michigan Association of Counties, and the other 82 counties.

Moved by Commissioner Dugan, seconded by Commissioner Storey to approve the resolution as presented with the stipulation that Allegan County received concurrence with VanBuren County. Once concurrence is completed the resolution will be sent to the appropriate parties.

ATTEST, A TRUE COPY



\_\_\_\_\_, Clerk-Register

APPROVED: May 10, 2018

cc: Admin. - Finance - Human Resources

Received concurrence from VanBuren County Administrator John Faul on May 18, 2018.

BAY COUNTY BOARD OF COMMISSIONERS

MAY 8, 2018

RESOLUTION

OPPOSING AMENDATORY LEGISLATION TO MICHIGAN PUBLIC ACT 93 OF 2013

BY: BAY COUNTY BOARD OF COMMISSIONERS

WHEREAS, Michigan Public Act 93 of 2013 created the Michigan Indigent Defense Commission (MDIC), authorized the MIDC to establish minimum standards for the provision of indigent defense services, mandated compliance plans from all Michigan counties by November 20, 2017 to address the first four indigent defense standards, and mandated that any additional costs required to implement these minimum standards be paid by the state; and

WHEREAS, Bay County developed a mandatory compliance plan for implementing the first four indigent defense standards and submitted this plan to the MIDC by the November 20, 2017 deadline; and

WHEREAS, Governor Rick Snyder has now proposed a FY19 budget for the state of Michigan, which includes insufficient funding to pay the additional indigent defense expenses that are anticipated in association with implementation of the first four indigent defense minimum standards, as required by Michigan Public Act 93 of 2013; and

WHEREAS, Realizing state funding as currently proposed is insufficient and in violation of Michigan Public Act 93 of 2013, the Governor has further proposed amendatory legislation, "to clarify and improve" Michigan Public Act 93 of 2013, which include, among other things, establishing a new minimum local share of indigent defense costs to \$7.25 per capita and requiring that 90 percent of the revenue now collected by counties from partially indigent defendants be remitted to the state to support statewide system costs; and

WHEREAS, It has been determined that the proposed amendatory changes to Michigan Public Act 93 of 2013 would result in an increase in expenses to Bay County to provide indigent defense services in compliance with the first four standards; Therefore, Be It

RESOLVED, That the Bay County Board of Commissioners hereby opposes any amendatory legislation to Michigan Public Act 93 of 2013 that would reduce or eliminate the state of Michigan's fiduciary responsibility to pay any and all additional costs required to implement the minimum indigent defense standards, as presently legislated; Be It Further.

RESOLVED, That the Bay County Board of Commissioners remains committed to implementing the new minimum indigent defense standards as mandated by the MIDC, so long as the state of Michigan remains true to its original commitment to pay for any additional costs necessary for their implementation; Be It Finally

RESOLVED, That a copy of this resolution be forwarded to Governor Snyder, Senator Mike Green, Representatives Brian Elder and Gary Glenn, the Michigan Association of Counties, and the other 82 counties.

THOMAS M. HEREK, CHAIR  
AND BOARD

Duranczyk - Opposition to Amendatory Legislation to PA 93 of 2013  
Resolution sponsored by Commissioner Michael J. Duranczyk, 1<sup>st</sup> District

MOVED BY COMM. DURANCZYK

SUPPORTED BY COMM. BEGICK

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

VOTE TOTALS:

ROLL CALL: YEAS \_\_\_\_\_ NAYS \_\_\_\_\_ EXCUSED \_\_\_\_\_

VOICE: X YEAS 7 NAYS 0 EXCUSED 0

DISPOSITION: ADOPTED X DEFEATED \_\_\_\_\_ WITHDRAWN \_\_\_\_\_

AMENDED \_\_\_\_\_ CORRECTED \_\_\_\_\_ REFERRED \_\_\_\_\_

STATE OF MICHIGAN

BOARD OF COMMISSIONERS OF THE COUNTY OF KALKASKA

RESOLUTION 2018-25

**BOARD OF COMMISSIONERS – OPPOSE AMENDATORY  
LEGISLATION TO MICHIGAN PUBLIC ACT 93 OF 2013**

**WHEREAS**, Michigan Public Act of 2013 created the Michigan Indigent Defense Commission (MIDC), authorized the MIDC to establish minimum standards for the provision of indigent defense services, mandated compliance plans from all Michigan counties by November 20, 2017 to address the first four indigent defense standards, and mandated that any additional costs required to implement these minimum standards be paid by the state; and

**WHEREAS**, Kalkaska County developed a joint compliance plan for implementing the first four indigent defense standards and submitted this plan to MIDC by November 20, 2017 deadline; and

**WHEREAS**, the joint plan for compliance submitted by Kalkaska County was partially approved with the cost analysis-denied in its entirety by the MIDC; and

**WHEREAS**, Governor Rick Snyder has now proposed a FY19 budget for the State of Michigan, which includes what appears to be insufficient funding to pay the additional indigent defense expenses that are anticipated in association with implementation of the first four indigent defense minimum standards, as required by Michigan Public Act 93 of 2013; and

**WHEREAS**, realizing state funding as currently proposed, appears to be insufficient and in violation of Michigan Public Act 93 of 2013, the Governor has further proposed amendatory legislation, “to clarify and improve” Michigan Public Act 93 of 2013, which include, among other things, establishing a new minimum local share of indigent defense costs to \$7.25 per capita and requiring that 90 percent of the revenue now collected by counties from partially indigent defendants be remitted to the state to support statewide system costs; and

**WHEREAS**, it has been determined that the proposed amendatory changes to the Michigan Public Act 93 of 2013 would result in an increase in expenses to Kalkaska County to provide indigent defense services in compliance with the first four standards.

**THEREFORE BE IT RESOLVED** the Kalkaska County Board of Commissioners hereby oppose any amendatory legislation to Michigan Public Act 93 of 2013 that would reduce or eliminate the State of Michigan’s fiduciary responsibility to pay any and all additional costs required to implement the minimum indigent defense standards, as presently legislated and/or that would result in any county revenues related to indigent defense being diverted to the State of Michigan; and

**BE IT FURTHER RESOLVED**, the Board of Commissioners remains committed to implementing the new minimum indigent defense standard as mandated by the MIDC, so long as the State of Michigan remains true to its original commitment to pay for any additional costs necessary for their implementation; and

**BE IT FINALLY RESOLVED** that a copy of this resolution be forwarded to Governor Snyder, US Senators Darwin Boohar, Representative Daire Rendon, and the Michigan Association of Counties, and the other 82 counties.

Moved by Commissioner Fisher, supported by Commissioner Crambell to approve the resolution as presented.

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

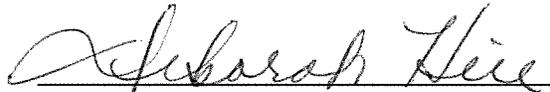
**RESOLUTION DECLARED ADOPTED**

  
Stuart McKinnon, Chairperson  
Kalkaska County Board of Commissioners

I, the undersigned, County Clerk of Kalkaska County, Kalkaska, Michigan, do hereby certify that the foregoing is a true and correct copy of certain proceedings taken by the Kalkaska County Board of Commissioners of said municipality at a regular meeting held on May 16, 2018 relative to adoption of the resolution therein set forth; that said meeting was conducted and public notice of said meeting was given pursuant to and in full compliance with the Open Meetings Act, being Act 267, Public Acts of Michigan, 1976, and that the minutes of said meeting were kept and will be or have been made available as required by said Act.

STATE OF MICHIGAN )  
County of Kalkaska )

May 16, 2018

  
Deborah Hill, County Clerk



**WAYNE A. SCHMIDT**

37TH DISTRICT  
P.O. BOX 30036  
LANSING, MI 48909-7536

**THE SENATE  
STATE OF MICHIGAN**

PHONE: (517) 373-2413  
TOLL-FREE: (855) 347-8037  
FAX: (517) 373-5144  
senwschmidt@senate.michigan.gov

May 22nd, 2018

Mr. Jeffery Lawson  
Cheboygan County Administrator  
870 South Main St.  
P.O. Box 70  
Cheboygan, MI 49721

Dear Administrator Lawson,

Thank you for taking the time to contact my office in regards to HB 6046 that is in correlation with the State Treasury Proposal of Assessing Reform. I appreciate you bringing your concerns on this bill to my attention.

As you may know, HB 6046 was introduced by Representative Klint Kesto on May 17<sup>th</sup>, 2018, and was then referred to the Committee on Elections and Ethics. Although this bill is currently still residing within the House, I will keep your thoughts and concerns in mind if this bill comes before the Senate floor for a vote in the future.

Again, thank you for taking the time to contact my office in regards to HB 6046. If you have further questions or concerns, please feel free to contact my office in the future.

Sincerely,

Wayne A. Schmidt  
State Senate  
37th District



May 2, 2018

Dear Township Supervisor:

About a year ago, State Treasurer Nick Khouri initiated discussions with the staffs of the Michigan Townships Association, Michigan Association of Counties and Michigan Municipal League evolving into a critical examination of local property tax administration. In characterizing property assessing as a system in dire need of substantial reform, Treasurer Khouri made clear that, in his opinion, problems are not the result of individual entity failures but rather from a local assessing structure that is “severely segmented.” This problem is creating significant barriers to providing taxpayers with accurate, uniform and equitable assessments as required by the Michigan Constitution and state statutes.

Many township officials have also expressed frustration with the status quo, including compliance with complex state requirements, a scarcity of qualified assessors in some geographic areas and at the Michigan Master Assessing Officer (4) level, and the burden of defending valuations in complex and numerous tax appeals.

Treasurer Khouri has shared a proposal to fundamentally change local government assessing. The proposal has been substantially modified from earlier concepts in response to concerns raised by MTA in a lengthy position paper. While legislation to implement the proposed reforms is likely to be introduced shortly, Treasurer Khouri has asked MTA and other interest groups to solicit comments from members and identify areas where the proposal can be improved. And while Treasurer Khouri expects opposition to changing the current assessing structure, he has expressed determination to work with the Legislature and local governments to improve a property assessing system that he believes is not working well for the taxpayers of Michigan, for the state, and for local governments.

In a nutshell, the proposal imposes comprehensive quality standards on every tax-assessing entity—townships, cities and counties. All entities must comply with these standards. Some entities could achieve compliance acting on their own, while others could form joint assessing entities. Those that do not act on their own, do not form a joint entity, or fail to meet the required quality standards would have to contract assessment administration with their county—which would also have to meet the comprehensive quality standards. If adopted, the proposal will be implemented over a five-year time frame.

The new quality standards are the part of the proposal where MTA members should focus their attention and offer suggestions to ensure an optimal outcome. They include:

- Every assessing entity will have an assessor of record at the Michigan Advanced Assessing Officer (3) or Michigan Master Assessing Officer (4) level subject to the State Tax Commission’s rating. The assessor of record will oversee and administer an assessing office that performs the assessing function for participating cities and townships.
- Elected supervisors, whether certified or not by the STC, will not be allowed to be the assessor of record for their own jurisdiction.
- Assessing entities must have at least 5,000 parcels that together generate at least \$12 million in property taxes per year, unless a waiver is granted by the STC.
- Assessing services will be available full-time unless a waiver is granted by the STC.

- Additional quality factors, including many that are in the current AMAR review, such as proper land values and maps, a database with minimal overrides, proper Economic Condition Factors, personal property annually canvassed, exemptions properly determined, a computer-assisted mass appraisal system, public record inspection policy, reasonable office hours, taxpayer online information access, and others.

Additional proposal elements will make substantial changes to boards of review, including creating regional and specialized boards of review to handle commercial and industrial property, all exemptions, and ownership transfers. Local boards of review would continue in local units that do not participate in county assessing, and local entities participating in county assessing could continue to maintain their own residential boards of review. The equalization function is addressed very briefly and will require additional work.

MTA has already expressed concerns regarding cost, the loss of local control, the potential for an overreach of state influence on property taxation policy, the current shortage of assessors with higher level certifications, and county assessing/equalization conflicts, and have suggested alternative measures to improve assessing. The current reform proposal has incorporated some earlier MTA recommendations, wholly or in part.

MTA is studying the proposal in depth, and at Treasurer Khouri's request, we will provide a comprehensive response to him that will include a synthesis and compilation of responses we receive from MTA members. The proposal summary can be accessed here:

[https://www.michigantownships.org/downloads/assessing\\_reform\\_proposal\\_details\\_updated\\_51.pdf](https://www.michigantownships.org/downloads/assessing_reform_proposal_details_updated_51.pdf)

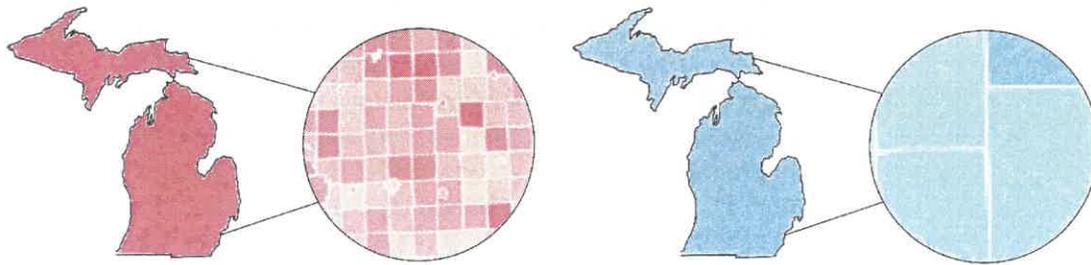
Please email your comments to [legislation@michigantownships.org](mailto:legislation@michigantownships.org) no later than Wednesday, May 9. Due to the anticipated volume of member input, MTA responses and answers to specific questions and comments may be considerably delayed. Your thoughts will be helpful to both MTA and Treasurer Khouri as the proposal is further vetted and debated.

Sincerely,

A handwritten signature in cursive script that reads "Larry Merrill". The signature is written in dark ink on a white background.

Larry Merrill, Executive Director

Michigan Townships Association



## Assessing Reform Proposal Summary

*Specify minimum quality standards that every assessing district must meet, on their own, in cooperation with other local units, or through the county.*

Local units could meet the quality standards by using their own dedicated assessor of record (employee or contractor), sharing an assessor of record with another local unit or multiple other local units, or having the county provide assessing services. Counties providing assessing services would also have to meet specified quality standards.

The quality standards primarily focus on: 1) ownership of the assessing function, 2) capacity to perform, 3) organization and transparency, and 4) compliance with the law, policy, and assessing standards.

- Provide training and start-up funding (including necessary costs to increase the pool of advanced-level and master-level assessors)
- Phase in over 5 years
- Create regional and specialized boards of review (BORs) option and establish minimum standards for serving on any BOR, achieved through state support/training

## Proposal Details

### Quality standards

- Specify minimum quality standards that every assessing district must meet, on their own, in cooperation with other local units, or through the county
- Local units could meet the quality standards by using their own dedicated assessor of record (employee or contractor), sharing an assessor of record with another local unit or multiple other local units, or having the county provide assessing services (counties providing assessing services would also have to meet specified quality standards)
  - For an assessing district that does not use county assessing services, the STC must determine that the assessing district is in substantial compliance\* with the following quality standards:
    - The assessor of record (AR) must:
      - be an MMAO(4) (master-level) or MAAO(3) (advanced-level) assessor, subject to the STC's rating of the district
      - oversee and administer the district's assessing office

- oversee and administer an annual assessment of all taxable property in the district in accordance with the constitution and laws of Michigan and all policies and guidelines of the STC
- not be an elected official of the district
- assess (in total across all assessing districts) at least 5,000 parcels that together generate at least \$12M in property taxes/year, unless the STC grants a waiver based on a determination that the district, or districts, served by the AR has, or collectively have, sufficient resources and fiscal capacity to support the assessment function
- provide full-time service to the district as an employee or contractor, unless the STC determines, based on the following considerations and other considerations the STC deems appropriate, that part-time service is sufficient:
  - the number and complexity of parcels in the district
  - the district's total SEV
  - the total weekly hours the assessor proposes to serve the district
  - the total anticipated workload of the assessor for all districts in which the assessor proposes to serve as AR, including the total number and complexity of all parcels subject to assessment
  - the assessor's certification level
- The assessing district has:
  - properly developed land values
  - adequate land value maps
  - an assessment database that is not in override
  - properly developed Economic Condition Factors (ECFs)
  - an annual personal property canvass and sufficient personal property records according to developed policy and statutory requirements
  - if providing a local board of review for residential real property, a board of review that operates within the jurisdictional requirements of the General Property Tax Act
  - an adequate process for determining whether to grant or deny exemptions according to statutory requirements
  - an adequate process for meeting the requirements outlined in the STC's "Supervising Preparation of the Assessment Roll"
- The assessing district:
  - uses a Computer-Assisted Mass Appraisal (CAMA) system that is approved by the STC
  - follows a policy approved by the STC for the public inspection of its records
  - maintains reasonable office hours and availability, including by telephone and email
  - provides taxpayers online access to information regarding its assessment services, including parcel information, land value maps, land adjustments, and ECFs

- provides notice to taxpayers of all changes in assessment and denials of exemption claims
  - provides access to a pre-BOR meeting to informally resolve valuation disputes
  - meets International Association of Assessing Officers (IAAO) standards regarding recommended staffing levels based on the number and complexity of parcels in the district, unless the STC grants a waiver based on a determination that the district's staffing levels are sufficient to perform the assessment function
  - ensures its support staff and BOR members are sufficiently trained and its assessors maintain their certification levels
  - dedicates all revenue collected from any property tax administration fees to assessment administration and tax collection
- 2 or more districts could share an MMAO(4) or MAAO (3) assessor (who is responsible for overseeing and administering each district's assessing office) and satisfy the quality standards
- 2 or more districts could consolidate into a new assessing district, utilize an MMAO(4) or MAAO (3) assessor (who is responsible for overseeing and administering the district's assessing office), and satisfy the quality standards
- Require all counties that provide assessing services to have an MMAO(4) assessor, subject to phase-in (described below)
- Counties providing assessing services to local units must be in substantial compliance\* with the following quality standards, as determined by the STC:
  - The assessor of record (AR) must:
    - be the director of tax or equalization for the county
    - be an MMAO(4) (master-level) assessor (if a county does not employ an MMAO(4) assessor, it must contract with a county that does)
    - oversee and administer an annual assessment of all taxable property for each assessing district under his/her jurisdiction in accordance with the constitution and laws of Michigan and all policies and guidelines of the STC
  - The county has:
    - properly developed land values
    - adequate land value maps
    - an assessment database that is not in override
    - properly developed Economic Condition Factors (ECFs)
    - an annual personal property canvass and sufficient personal property records according to developed policy and statutory requirements
    - boards of review that operate within the jurisdictional requirements of the General Property Tax Act
    - an adequate process for determining whether to grant or deny exemptions according to statutory requirements
    - an adequate process for meeting the requirements outlined in the STC's "Supervising Preparation of the Assessment Roll"
  - The county assessing office:
    - uses a Computer-Assisted Mass Appraisal (CAMA) system that is approved by the STC
    - follows a policy approved by the STC for the public inspection of its records

- maintains reasonable office hours and availability, including by telephone and email
    - provides taxpayers online access to information regarding its assessment services, including parcel information, land value maps, land adjustments, and ECFs
    - provides notice to taxpayers of all changes in assessment and denials of exemption claims
    - provides access to a pre-BOR meeting to informally resolve valuation disputes
    - meets International Association of Assessing Officers (IAAO) standards regarding recommended staffing levels based on the number and complexity of parcels across all served districts, unless the STC grants a waiver based on a determination that the office's staffing levels are sufficient to perform the assessment function
    - ensures its support staff and BOR members are sufficiently trained and its assessors maintain their certification levels
    - dedicates all revenue collected from its share of property tax administration fees to assessment administration
  - The county tax or equalization department:
    - provides assessing services for no more than 1 other county, unless the STC determines the department has the capacity, ability, and organizational structure to provide services for 2 or more additional counties
- Require the STC to develop and implement audit programs for counties and local units providing assessing services to determine substantial compliance with the quality standards and provide for corrective action
- Phase-in over 5 years
  - County must take over assessing for MCAO(2) units by Tax Day 2021 and for participating MAAO(3)/MMAO(4) units by Tax Day 2023
  - A county that does not have an MMAO(4) assessor by October 31, 2020, must contract with an MMAO(4) county for the provision of assessing services and the MMAO(4) county must take over assessing for the contracting county's MCAO(2) units by Tax Day 2021 and for participating MAAO(3)/MMAO(4) units by Tax Day 2023
- Recommend model county assessing office structure, including officer qualifications and responsibilities
- State shall provide training and start-up funding and shall work to increase the number of MAAO(3) and MMAO(4) assessors in the state
- Operational funding shall be provided pursuant to existing law (see MCL 211.44(3) and 211.10d(6))

#### Regional and specialized boards of review (BORs)

- Create regional and specialized BORs
  - Specialized BORs to handle commercial and industrial property, all exemptions, and all transfers of ownership

- Allow local units that don't participate in county assessing to utilize regional and specialized BORs instead of maintaining their own BORs, or utilize specialized BORs while maintaining their own local residential BORs
- Allow local units participating in county assessing to maintain their own local residential BORs
- Establish minimum standards for serving on BOR (local, regional, or specialized)
- State shall provide training and start-up funding
- Require STC to certify all BOR members
- Require a county-provided BOR to follow all requirements that would otherwise apply to a local BOR, including any local poverty guidelines adopted by the assessing district

Effective date: 1/1/19

\*Substantial compliance means that any identified deficiencies do not pose a risk that the district is unable to perform the assessment function



DRAFT 4

A bill to amend 1893 PA 206, entitled  
"The general property tax act,"  
by amending sections 28 and 34 (MCL 211.28 and 211.34), section 28  
as amended by 2006 PA 143 and section 34 as amended by 1986 PA 105,  
and by adding section 10g.

**THE PEOPLE OF THE STATE OF MICHIGAN ENACT:**

1           **SEC. 10G. (1) SUBJECT TO SUBSECTIONS (2) AND (3), THE ASSESSOR**  
2           **OF RECORD FOR EVERY ASSESSING DISTRICT IN THIS STATE IS THE**  
3           **DIRECTOR OF TAX OR EQUALIZATION FOR THE COUNTY IN WHICH THE**  
4           **ASSESSING DISTRICT IS LOCATED. AS ASSESSOR OF RECORD FOR EACH**  
5           **ASSESSING DISTRICT SERVED IN THE COUNTY, THE COUNTY TAX OR**  
6           **EQUALIZATION DIRECTOR SHALL OVERSEE AND ADMINISTER AN ANNUAL**  
7           **ASSESSMENT OF ALL PROPERTY LIABLE TO TAXATION IN THE ASSESSING**  
8           **DISTRICT, AS PROVIDED IN SECTION 10, IN ACCORDANCE WITH THE**



1 CONSTITUTION AND LAWS OF THIS STATE AND ALL POLICIES AND GUIDELINES  
2 OF THE STATE TAX COMMISSION, INCLUDING, BUT NOT LIMITED TO, ALL  
3 ASSESSING REQUIREMENTS OVER WHICH THE STATE TAX COMMISSION HAS  
4 JURISDICTION UNDER SECTION 10F. ANY REFERENCE IN THIS ACT TO A  
5 SUPERVISOR OR OTHER CHIEF LOCAL ASSESSING OFFICER FOR A TOWNSHIP,  
6 CITY, LOCAL TAX COLLECTING UNIT, ASSESSING DISTRICT OR UNIT, OR  
7 OTHER SIMILAR LOCAL-UNIT DESIGNATION SHALL BE CONSIDERED A  
8 REFERENCE TO A COUNTY TAX OR EQUALIZATION DIRECTOR WHO SERVES AS  
9 THE ASSESSOR OF RECORD FOR THAT ASSESSING DISTRICT PURSUANT TO THIS  
10 SUBSECTION.

11 (2) SUBJECT TO SUBSECTIONS (4) AND (5), AN ASSESSING DISTRICT  
12 MAY OPT OUT OF COUNTY-ASSESSING SERVICES OTHERWISE PRESCRIBED IN  
13 SUBSECTION (1) IF THE ASSESSING DISTRICT EMPLOYS AN ASSESSOR OF  
14 RECORD, CERTIFIED BY THE STATE TAX COMMISSION AS A MASTER ASSESSING  
15 OFFICER OR AN ADVANCED ASSESSING OFFICER, TO OVERSEE AND ADMINISTER  
16 THE DISTRICT'S ASSESSING OFFICE. AN ASSESSOR OF RECORD UNDER THIS  
17 SUBSECTION SHALL OVERSEE AND ADMINISTER AN ANNUAL ASSESSMENT OF ALL  
18 PROPERTY LIABLE TO TAXATION IN THE ASSESSING DISTRICT, AS PROVIDED  
19 IN SECTION 10, IN ACCORDANCE WITH THE CONSTITUTION AND LAWS OF THIS  
20 STATE AND ALL POLICIES AND GUIDELINES OF THE STATE TAX COMMISSION,  
21 INCLUDING, BUT NOT LIMITED TO, ALL ASSESSING REQUIREMENTS OVER  
22 WHICH THE STATE TAX COMMISSION HAS JURISDICTION UNDER SECTION 10F.  
23 AN ASSESSING DISTRICT OPTING OUT OF COUNTY-ASSESSING SERVICES UNDER  
24 THIS SUBSECTION IS FURTHER SUBJECT TO ALL OF THE FOLLOWING  
25 REQUIREMENTS:

26 (A) THE ASSESSING DISTRICT'S ASSESSOR OF RECORD MUST BE  
27 EMPLOYED IN 1 OF THE FOLLOWING WAYS:



1 (i) BY THE ASSESSING DISTRICT TO SERVE ITS ASSESSING OFFICE.

2 (ii) BY THE ASSESSING DISTRICT AND 1 OR MORE OTHER ASSESSING  
3 DISTRICTS TO SERVE EACH DISTRICT'S ASSESSING OFFICE.

4 (iii) BY AN ASSESSING DISTRICT FORMED BY THE CONSOLIDATION OF  
5 THE ASSESSING DISTRICT AND 1 OR MORE OTHER ASSESSING DISTRICTS TO  
6 SERVE THE CONSOLIDATED DISTRICT'S ASSESSING OFFICE.

7 (B) THE ASSESSOR OF RECORD MUST MEET ALL OF THE FOLLOWING:

8 (i) NOT BE AN ELECTED OFFICIAL OF THE DISTRICT.

9 (ii) BE A MASTER ASSESSING OFFICER IF THE ASSESSING DISTRICT  
10 IS RATED BY THE STATE TAX COMMISSION TO REQUIRE A MASTER LEVEL OF  
11 CERTIFICATION TO ASSESS OR EQUALIZE THE ENTIRE UNIT. FOR PURPOSES  
12 OF THIS SUBPARAGRAPH, RATINGS ARE SUBJECT TO ANNUAL REVIEW BY THE  
13 STATE TAX COMMISSION.

14 (iii) ACROSS ALL ASSESSING DISTRICTS FOR WHICH HE OR SHE IS  
15 THE ASSESSOR OF RECORD, ASSESS, IN TOTAL, AT LEAST 5,000 PARCELS  
16 THAT TOGETHER GENERATE AT LEAST \$12,000,000.00 IN PROPERTY TAX  
17 REVENUE ANNUALLY, UNLESS THE STATE TAX COMMISSION GRANTS A WAIVER,  
18 IN ACCORDANCE WITH COMMISSION GUIDANCE, BASED ON A DETERMINATION  
19 THAT THE DISTRICT, OR DISTRICTS, SERVED BY THE ASSESSOR OF RECORD  
20 HAS, OR COLLECTIVELY HAVE, SUFFICIENT RESOURCES AND FISCAL CAPACITY  
21 TO SUPPORT THE ASSESSMENT FUNCTION.

22 (iv) SERVE THE ASSESSING DISTRICT FULL TIME, UNLESS THE STATE  
23 TAX COMMISSION DETERMINES, BASED ON THE FOLLOWING CONSIDERATIONS  
24 AND OTHER CONSIDERATIONS THE COMMISSION CONSIDERS APPROPRIATE, THAT  
25 PART-TIME SERVICE IS SUFFICIENT:

26 (A) THE NUMBER AND COMPLEXITY OF PARCELS SUBJECT TO ASSESSMENT  
27 IN THE ASSESSING DISTRICT.



1 (B) THE TOTAL STATE EQUALIZATION VALUE OF THE PROPERTY SUBJECT  
2 TO ASSESSMENT IN THE ASSESSING DISTRICT.

3 (C) THE NUMBER OF HOURS PER WEEK THAT THE ASSESSOR OF RECORD  
4 PROPOSES IS ADEQUATE TO SERVE THE ASSESSING DISTRICT.

5 (D) THE TOTAL ANTICIPATED WORKLOAD OF THE ASSESSOR FOR ALL  
6 ASSESSING DISTRICTS IN WHICH HE OR SHE PROPOSES TO SERVE AS THE  
7 ASSESSOR OF RECORD, INCLUDING THE TOTAL NUMBER AND COMPLEXITY OF  
8 ALL PARCELS SUBJECT TO ASSESSMENT.

9 (E) THE ASSESSOR'S CERTIFICATION LEVEL.

10 (C) THE ASSESSING DISTRICT MUST MEET ALL OF THE FOLLOWING:

11 (i) USE A COMPUTER-ASSISTED MASS APPRAISAL SYSTEM THAT IS  
12 APPROVED BY THE STATE TAX COMMISSION AS HAVING SUFFICIENT SOFTWARE  
13 CAPABILITIES TO MEET THE REQUIREMENTS OF THIS ACT AND TO STORE AND  
14 BACK UP NECESSARY DATA.

15 (ii) FOLLOW A POLICY APPROVED BY THE STATE TAX COMMISSION FOR  
16 THE PUBLIC INSPECTION OF ITS RECORDS.

17 (iii) MAINTAIN REASONABLE OFFICE HOURS AND TELEPHONE  
18 AVAILABILITY, INCLUDING AT LEAST 8 HOURS PER WEEK DURING WHICH THE  
19 ASSESSOR OF RECORD IS PHYSICALLY PRESENT IN THE OFFICE, AND NORMAL  
20 BUSINESS HOURS THROUGHOUT THE WEEK DURING WHICH THE ASSESSOR OF  
21 RECORD IS AVAILABLE BY TELEPHONE AND ELECTRONIC MAIL.

22 (iv) PROVIDE TAXPAYERS ONLINE ACCESS TO INFORMATION REGARDING  
23 ITS ASSESSMENT SERVICES, INCLUDING, BUT NOT LIMITED TO, PARCEL  
24 INFORMATION, LAND VALUE MAPS, LAND ADJUSTMENTS, AND ECONOMIC  
25 CONDITION FACTORS.

26 (v) PROVIDE NOTICE TO TAXPAYERS OF ALL CHANGES IN ASSESSMENT  
27 AND DENIALS OF EXEMPTION CLAIMS.



1           (vi) PROVIDE A PROCESS BY WHICH AN ASSESSMENT ADMINISTRATION  
2 BOARD OR THE ASSESSOR OR HIS OR HER DESIGNEE, PURSUANT TO STATE TAX  
3 COMMISSION GUIDANCE, INFORMALLY HEARS AND ATTEMPTS TO RESOLVE  
4 ASSESSMENT VALUATION DISPUTES BROUGHT BY TAXPAYERS BEFORE THE MARCH  
5 MEETING OF THE BOARD OF REVIEW.

6           (vii) MEET INTERNATIONAL ASSOCIATION OF ASSESSING OFFICERS  
7 STANDARDS REGARDING RECOMMENDED STAFFING LEVELS BASED ON THE NUMBER  
8 AND COMPLEXITY OF PARCELS IN THE DISTRICT, UNLESS THE STATE TAX  
9 COMMISSION GRANTS A WAIVER, IN ACCORDANCE WITH COMMISSION GUIDANCE,  
10 BASED ON A DETERMINATION THAT THE DISTRICT'S STAFFING LEVELS ARE  
11 SUFFICIENT TO PERFORM THE ASSESSMENT FUNCTION.

12           (viii) ASSURE THAT ITS SUPPORT STAFF IS SUFFICIENTLY TRAINED,  
13 REQUIRE THAT ITS ASSESSORS MAINTAIN THEIR CERTIFICATION LEVELS, AND  
14 REQUIRE THAT ITS BOARD OF REVIEW MEMBERS ANNUALLY ATTEND BOARD OF  
15 REVIEW TRAINING APPROVED BY THE STATE TAX COMMISSION.

16           (ix) DEDICATE ALL REVENUES COLLECTED FROM PROPERTY TAX  
17 ADMINISTRATION FEES TO ASSESSMENT ADMINISTRATION AND TAX  
18 COLLECTION.

19           (3) EACH COUNTY SHALL PROVIDE THE COUNTY-ASSESSING SERVICES  
20 DESCRIBED IN SUBSECTION (1), SUBJECT TO THE FOLLOWING:

21           (A) THE COUNTY SHALL PROVIDE THE COUNTY-ASSESSING SERVICES ON  
22 AND AFTER THE FOLLOWING DATES:

23           (i) ON AND AFTER DECEMBER 31, 2021, FOR ASSESSING DISTRICTS  
24 THAT EMPLOY ASSESSORS OF RECORD WHO ARE NOT CERTIFIED BY THE STATE  
25 TAX COMMISSION AS MASTER ASSESSING OFFICERS OR ADVANCED ASSESSING  
26 OFFICERS.

27           (ii) ON AND AFTER DECEMBER 31, 2023, FOR ASSESSING DISTRICTS



1 THAT EMPLOY ASSESSORS OF RECORD WHO ARE CERTIFIED BY THE STATE TAX  
2 COMMISSION AS MASTER ASSESSING OFFICERS OR ADVANCED ASSESSING  
3 OFFICERS BUT HAVE NOT PROVIDED A NOTICE OF INTENT UNDER SUBSECTION  
4 (4) (B) .

5 (B) A COUNTY PROVIDING THE SERVICES DESCRIBED IN SUBSECTION  
6 (1) SHALL EMPLOY A DIRECTOR OF TAX OR EQUALIZATION WHO IS CERTIFIED  
7 BY THE STATE TAX COMMISSION AS A MASTER ASSESSING OFFICER. IF A  
8 COUNTY DOES NOT EMPLOY A DIRECTOR OF TAX OR EQUALIZATION WHO IS  
9 CERTIFIED BY THE STATE TAX COMMISSION AS A MASTER ASSESSING OFFICER  
10 BY OCTOBER 31, 2020, THAT COUNTY SHALL, SUBJECT TO SUBDIVISION (C) ,  
11 CONTRACT FOR THE PROVISION OF COUNTY-ASSESSING SERVICES FOR ITS  
12 ASSESSING DISTRICTS COMMENCING PURSUANT TO THE SCHEDULE IN  
13 SUBDIVISION (A) WITH ANOTHER COUNTY THAT EMPLOYS A DIRECTOR OF TAX  
14 OR EQUALIZATION WHO IS CERTIFIED BY THE STATE TAX COMMISSION AS A  
15 MASTER ASSESSING OFFICER. SUBJECT TO SUBDIVISION (D) , IF A COUNTY  
16 THAT CONTRACTS FOR THE PROVISION OF COUNTY-ASSESSING SERVICES FOR  
17 ITS ASSESSING DISTRICTS UNDER SUBSECTION (1) SUBSEQUENTLY DECIDES  
18 TO PROVIDE THOSE SERVICES ITSELF OR THROUGH A DIFFERENT SERVICING  
19 COUNTY, THE CONTRACTING COUNTY SHALL PROVIDE THE CURRENT SERVICING  
20 COUNTY AND THE STATE TAX COMMISSION A NOTICE OF THAT INTENT IN A  
21 FORM AND MANNER PRESCRIBED BY THE STATE TAX COMMISSION AT LEAST 24  
22 MONTHS BEFORE THE CHANGE BECOMES EFFECTIVE, UNLESS THE CURRENT  
23 SERVICING COUNTY AGREES TO AN EARLIER EFFECTIVE DATE. IF THIS  
24 NOTICE OF INTENT IS PROVIDED AFTER OCTOBER 31, 2020 BUT BEFORE  
25 DECEMBER 31, 2021, THE 24-MONTH PERIOD BEGINS ON DECEMBER 31, 2021.

26 (C) A COUNTY TAX OR EQUALIZATION DEPARTMENT THAT PROVIDES  
27 COUNTY-ASSESSING SERVICES TO ANOTHER COUNTY UNDER SUBDIVISION (B)



1 SHALL DO SO FOR NOT MORE THAN 1 OTHER COUNTY UNLESS THE DEPARTMENT  
2 PETITIONS THE STATE TAX COMMISSION FOR, AND THE COMMISSION GRANTS,  
3 A WAIVER, IN ACCORDANCE WITH COMMISSION GUIDANCE, BASED ON A  
4 DETERMINATION THAT THE DEPARTMENT HAS THE CAPACITY, ABILITY, AND  
5 ORGANIZATIONAL STRUCTURE TO PROVIDE SERVICES FOR 2 OR MORE  
6 ADDITIONAL COUNTIES.

7 (D) FOR PURPOSES OF OVERSEEING COUNTY-ASSESSING SERVICES  
8 PROVIDED UNDER THIS SUBSECTION AND SUBSECTION (1), OR A CHANGE IN  
9 THE PROVIDER OF THOSE SERVICES UNDER SUBDIVISION (B), THE STATE TAX  
10 COMMISSION SHALL DEVELOP AND IMPLEMENT AN AUDIT PROGRAM TO  
11 DETERMINE WHETHER THE COUNTY'S DEPARTMENT OF TAX OR EQUALIZATION  
12 AND ITS ASSESSING OFFICE IS OR WILL TIMELY BE IN SUBSTANTIAL  
13 COMPLIANCE WITH THE REQUIREMENTS OF THIS SUBSECTION, SUBSECTION  
14 (1), AND SECTION 34(3) (A) TO (I). IF THE STATE TAX COMMISSION  
15 DETERMINES THAT THERE IS NOT OR WILL NOT TIMELY BE SUBSTANTIAL  
16 COMPLIANCE WITH THOSE REQUIREMENTS, THE STATE TAX COMMISSION SHALL  
17 ASSUME JURISDICTION OVER THE ASSESSMENT ROLL AND EITHER RETURN THE  
18 ROLL TO THE COUNTY AFTER IT DEMONSTRATES ITS ABILITY TO COMPLY OR  
19 PROVIDE FOR THE PREPARATION OF THE ROLL ITSELF OR BY ANOTHER  
20 COUNTY'S TAX OR EQUALIZATION DEPARTMENT. THE COSTS OF THE  
21 PREPARATION OF THE ROLL BY THE STATE TAX COMMISSION OR ANOTHER  
22 COUNTY'S TAX OR EQUALIZATION DEPARTMENT SHALL BE PAID BY THE COUNTY  
23 FROM WHICH THE ROLL WAS TAKEN. AS USED IN THIS SUBDIVISION,  
24 "SUBSTANTIAL COMPLIANCE" MEANS THAT ANY IDENTIFIED DEFICIENCIES DO  
25 NOT POSE A RISK THAT THE COUNTY IS UNABLE TO PERFORM THE ASSESSMENT  
26 FUNCTION. IN DETERMINING WHETHER THE COUNTY IS IN SUBSTANTIAL  
27 COMPLIANCE, THE STATE TAX COMMISSION SHALL SPECIFICALLY DETERMINE



1 WHETHER THE COUNTY HAS ALL OF THE FOLLOWING:

2 (i) PROPERLY DEVELOPED LAND VALUES.

3 (ii) ADEQUATE LAND VALUE MAPS.

4 (iii) AN ASSESSMENT DATABASE THAT IS NOT IN OVERRIDE.

5 (iv) PROPERLY DEVELOPED ECONOMIC CONDITION FACTORS.

6 (v) AN ANNUAL PERSONAL PROPERTY CANVASS AND SUFFICIENT  
7 PERSONAL PROPERTY RECORDS ACCORDING TO DEVELOPED POLICY AND  
8 STATUTORY REQUIREMENTS.

9 (vi) BOARDS OF REVIEW THAT OPERATE WITHIN THE JURISDICTIONAL  
10 REQUIREMENTS OF THIS ACT, AS DESCRIBED IN SECTION 28(6).

11 (vii) AN ADEQUATE PROCESS FOR DETERMINING WHETHER TO GRANT OR  
12 DENY EXEMPTIONS ACCORDING TO STATUTORY REQUIREMENTS.

13 (viii) AN ADEQUATE PROCESS FOR MEETING THE REQUIREMENTS  
14 OUTLINED IN THE STATE TAX COMMISSION'S PUBLICATION ENTITLED,  
15 "SUPERVISING PREPARATION OF THE ASSESSMENT ROLL".

16 (4) ANY ASSESSING DISTRICT THAT INTENDS TO OPT OUT OF COUNTY-  
17 ASSESSING SERVICES OTHERWISE PRESCRIBED IN SUBSECTION (1) BY  
18 FULFILLING THE REQUIREMENTS OF SUBSECTION (2) SHALL FILE A NOTICE  
19 OF THAT INTENT WITH THE COUNTY ASSESSING OFFICE AND THE STATE TAX  
20 COMMISSION IN A FORM AND MANNER PRESCRIBED BY THE STATE TAX  
21 COMMISSION, SUBJECT TO THE FOLLOWING, AS APPLICABLE:

22 (A) TO OPT OUT OF COUNTY-ASSESSING SERVICES THAT WOULD  
23 OTHERWISE BEGIN ON DECEMBER 31, 2021 UNDER SUBSECTION (3) (A) (i), AN  
24 ASSESSING DISTRICT THAT DOES NOT EMPLOY AN ASSESSOR OF RECORD  
25 CERTIFIED BY THE STATE TAX COMMISSION AS A MASTER ASSESSING OFFICER  
26 OR ADVANCED ASSESSING OFFICER SHALL FILE A NOTICE OF INTENT ON OR  
27 BEFORE OCTOBER 31, 2020 THAT INCLUDES NOTICE OF THE DISTRICT'S



1 INTENT TO EMPLOY AN ASSESSOR OF RECORD OF THAT REQUIRED LEVEL OF  
2 CERTIFICATION UNDER SUBSECTION (2). A NOTICE OF INTENT FILED UNDER  
3 THIS SUBDIVISION IS SUBJECT TO SUBSECTION (5).

4 (B) TO OPT OUT OF COUNTY-ASSESSING SERVICES THAT WOULD  
5 OTHERWISE BEGIN ON DECEMBER 31, 2023 UNDER SUBSECTION (3) (A) (ii) ,  
6 AN ASSESSING DISTRICT THAT EMPLOYS AN ASSESSOR OF RECORD CERTIFIED  
7 BY THE STATE TAX COMMISSION AS A MASTER ASSESSING OFFICER OR  
8 ADVANCED ASSESSING OFFICER SHALL FILE A NOTICE OF INTENT ON OR  
9 BEFORE OCTOBER 31, 2021. A NOTICE OF INTENT FILED UNDER THIS  
10 SUBDIVISION IS SUBJECT TO SUBSECTION (5).

11 (C) IF AN ASSESSING DISTRICT FILES A NOTICE OF INTENT AFTER  
12 THE DATE REQUIRED UNDER SUBDIVISION (A) OR (B) TO PREVENT  
13 COMMENCEMENT OF COUNTY-ASSESSING SERVICES, THE NOTICE OF INTENT IS  
14 EFFECTIVE, SUBJECT TO SUBSECTION (5), NOT LESS THAN 24 MONTHS AFTER  
15 THE DATE IT IS FILED, UNLESS THE COUNTY ASSESSING OFFICE AGREES TO  
16 AN EARLIER EFFECTIVE DATE. IF A NOTICE OF INTENT UNDER THIS  
17 SUBDIVISION IS FILED BEFORE COUNTY-ASSESSING SERVICES FOR THE  
18 ASSESSING DISTRICT HAVE COMMENCED UNDER SUBSECTION (3), THE 24-  
19 MONTH PERIOD BEGINS ON DECEMBER 31 OF THE YEAR THAT THE COUNTY-  
20 ASSESSING SERVICES COMMENCE.

21 (5) THE STATE TAX COMMISSION SHALL DEVELOP AND IMPLEMENT AN  
22 AUDIT PROGRAM TO DETERMINE, ON AN ASSESSING DISTRICT'S OPT-OUT  
23 NOTICE FILED UNDER SUBSECTION (4), AND PERIODICALLY THEREAFTER AS  
24 THE COMMISSION CONSIDERS NECESSARY, WHETHER THE ASSESSING DISTRICT  
25 IS OR WILL TIMELY BE IN SUBSTANTIAL COMPLIANCE WITH THE  
26 REQUIREMENTS OF SUBSECTION (2). IF THE STATE TAX COMMISSION  
27 DETERMINES THAT THE ASSESSING DISTRICT IS NOT OR WILL NOT TIMELY BE



1 IN SUBSTANTIAL COMPLIANCE WITH THE REQUIREMENTS OF SUBSECTION (2),  
 2 THE STATE TAX COMMISSION SHALL ASSUME JURISDICTION OVER THE  
 3 ASSESSMENT ROLL AND EITHER RETURN THE ROLL TO THE ASSESSING  
 4 DISTRICT AFTER IT DEMONSTRATES ITS ABILITY TO COMPLY OR PROVIDE FOR  
 5 THE PREPARATION OF THE ROLL ITSELF OR BY THE TAX OR EQUALIZATION  
 6 DEPARTMENT THAT SERVICES THE ASSESSING DISTRICT. THE COSTS OF THE  
 7 PREPARATION OF THE ROLL BY THE STATE TAX COMMISSION OR THE COUNTY'S  
 8 TAX OR EQUALIZATION DEPARTMENT SHALL BE PAID BY THE ASSESSING  
 9 DISTRICT. AS USED IN THIS SUBDIVISION, "SUBSTANTIAL COMPLIANCE"  
 10 MEANS THAT ANY IDENTIFIED DEFICIENCIES DO NOT POSE A RISK THAT THE  
 11 ASSESSING DISTRICT IS UNABLE TO PERFORM THE ASSESSMENT FUNCTION. IN  
 12 DETERMINING WHETHER THE ASSESSING DISTRICT IS IN SUBSTANTIAL  
 13 COMPLIANCE, THE STATE TAX COMMISSION SHALL SPECIFICALLY DETERMINE  
 14 WHETHER THE ASSESSING DISTRICT HAS ALL OF THE FOLLOWING:

- 15 (i) PROPERLY DEVELOPED LAND VALUES.
- 16 (ii) ADEQUATE LAND VALUE MAPS.
- 17 (iii) AN ASSESSMENT DATABASE THAT IS NOT IN OVERRIDE.
- 18 (iv) PROPERLY DEVELOPED ECONOMIC CONDITION FACTORS.
- 19 (v) AN ANNUAL PERSONAL PROPERTY CANVASS AND SUFFICIENT  
 20 PERSONAL PROPERTY RECORDS ACCORDING TO DEVELOPED POLICY AND  
 21 STATUTORY REQUIREMENTS.
- 22 (vi) IF PROVIDING ONE PURSUANT TO SECTION 28(7) OR (8), A  
 23 BOARD OF REVIEW THAT OPERATES WITHIN THE JURISDICTIONAL  
 24 REQUIREMENTS OF THIS ACT.
- 25 (vii) AN ADEQUATE PROCESS FOR DETERMINING WHETHER TO GRANT OR  
 26 DENY EXEMPTIONS ACCORDING TO STATUTORY REQUIREMENTS.
- 27 (viii) AN ADEQUATE PROCESS FOR MEETING THE REQUIREMENTS



1 OUTLINED IN THE STATE TAX COMMISSION'S PUBLICATION ENTITLED,  
2 "SUPERVISING PREPARATION OF THE ASSESSMENT ROLL".

3 (6) IF AN ASSESSING DISTRICT RECEIVES COUNTY-ASSESSING  
4 SERVICES UNDER SUBSECTION (1), THE COST OF THOSE COUNTY-ASSESSING  
5 SERVICES SHALL BE PAID BY THE COUNTY'S SHARE OF PROPERTY TAX  
6 ADMINISTRATION FEES, DETERMINED IN ACCORDANCE WITH SECTION 44(3)  
7 WHEN A LOCAL TAX COLLECTING UNIT DOES NOT ALSO SERVE AS ITS OWN  
8 ASSESSING UNIT, AND, IF NECESSARY, DIRECT CHARGE AS PROVIDED FOR IN  
9 SECTION 10D(6).

10 (7) AS USED IN THIS SECTION:

11 (A) "ADVANCED ASSESSING OFFICER" MEANS AN INDIVIDUAL CERTIFIED  
12 BY THE STATE TAX COMMISSION PURSUANT TO MCL 211.10D AS A MICHIGAN  
13 ADVANCED ASSESSING OFFICER(3) OR, IF THE STATE TAX COMMISSION  
14 CHANGES ITS CERTIFICATION DESIGNATIONS, AN INDIVIDUAL CERTIFIED BY  
15 THE STATE TAX COMMISSION TO PERFORM FUNCTIONS EQUIVALENT IN SCOPE,  
16 AS DETERMINED BY THE STATE TAX COMMISSION, TO THOSE THAT PREVIOUSLY  
17 COULD HAVE BEEN PERFORMED BY A MICHIGAN ADVANCED ASSESSING  
18 OFFICER(3).

19 (B) "MASTER ASSESSING OFFICER" MEANS AN INDIVIDUAL CERTIFIED  
20 BY THE STATE TAX COMMISSION PURSUANT TO MCL 211.10D AS A MICHIGAN  
21 MASTER ASSESSING OFFICER(4) OR, IF THE STATE TAX COMMISSION CHANGES  
22 ITS CERTIFICATION DESIGNATIONS, AN INDIVIDUAL CERTIFIED BY THE  
23 STATE TAX COMMISSION TO PERFORM FUNCTIONS EQUIVALENT IN SCOPE, AS  
24 DETERMINED BY THE STATE TAX COMMISSION, TO THOSE THAT PREVIOUSLY  
25 COULD HAVE BEEN PERFORMED BY A MICHIGAN MASTER ASSESSING  
26 OFFICER(4).

27 Sec. 28. (1) Those electors of the township appointed by the



1 township board shall constitute a board of review for the township.  
2 At least 2/3 of the members shall be property taxpayers of the  
3 township. Members appointed to the board of review shall serve for  
4 terms of 2 years beginning at noon on January 1 of each odd-  
5 numbered year. Each member of the board of review shall qualify by  
6 taking the constitutional oath of office within 10 days after  
7 appointment. The township board may fill any vacancy that occurs in  
8 the membership of the board of review. A member of the township  
9 board is not eligible to serve on the board or to fill any vacancy.  
10 A spouse, mother, father, sister, brother, son, or daughter,  
11 including an adopted child, of the assessor is not eligible to  
12 serve on the board or to fill any vacancy. A majority of the board  
13 of review constitutes a quorum for the transaction of business, but  
14 a lesser number may adjourn and a majority vote of those present  
15 shall decide all questions. At least 2 members of a 3-member board  
16 of review shall be present to conduct any business or hearings of  
17 the board of review.

18 (2) The township board may appoint 3, 6, or 9 electors of the  
19 township, who shall constitute a board of review for the township.  
20 If 6 or 9 members are appointed as provided in this subsection, the  
21 membership of the board of review shall be divided into board of  
22 review committees consisting of 3 members each for the purpose of  
23 hearing and deciding issues protested pursuant to section 30. Two  
24 of the 3 members of a board of review committee constitute a quorum  
25 for the transaction of the business of the committee. All meetings  
26 of the members of the board of review and committees shall be held  
27 during the same hours of the same day and at the same location.



1 (3) A township board may appoint not more than 2 alternate  
2 members for the same term as regular members of the board of  
3 review. Each alternate member shall be a property taxpayer of the  
4 township. Alternate members shall qualify by taking the  
5 constitutional oath of office within 10 days after appointment. The  
6 township board may fill any vacancy that occurs in the alternate  
7 membership of the board of review. A member of the township board  
8 is not eligible to serve as an alternate member or to fill any  
9 vacancy. A spouse, mother, father, sister, brother, son, or  
10 daughter, including an adopted child, of the assessor is not  
11 eligible to serve as an alternate member or to fill any vacancy. An  
12 alternate member may be called to perform the duties of a regular  
13 member of the board of review in the absence of a regular member.  
14 An alternate member may also be called to perform the duties of a  
15 regular member of the board of review for the purpose of reaching a  
16 decision in issues protested in which a regular member has  
17 abstained for reasons of conflict of interest.

18 (4) The size, composition, and manner of appointment of the  
19 board of review of a city may be prescribed by the charter of a  
20 city. In the absence of or in place of a charter provision, the  
21 governing body of the city, by ordinance, may establish the city  
22 board of review in the same manner and for the same purposes as  
23 provided by this section for townships.

24 (5) A majority of the entire board of review membership shall  
25 indorse the assessment roll as provided in section 30. The duties  
26 and responsibilities of the board contained in section 29 shall be  
27 carried out by the entire membership of the board of review and a



1 majority of the membership constitutes a quorum for those purposes.

2 (6) A COUNTY IN WHICH THE DIRECTOR OF TAX OR EQUALIZATION  
3 SERVES AS ASSESSOR OF RECORD FOR 1 OR MORE OF ITS ASSESSING  
4 DISTRICTS UNDER SECTION 10G(1) SHALL PROVIDE BOARDS OF REVIEW,  
5 STAFFED IN ACCORDANCE WITH RULES PROMULGATED BY THE STATE TAX  
6 COMMISSION, TO FULFILL ALL OF THE REQUIREMENTS THAT APPLY TO A  
7 LOCAL BOARD OF REVIEW UNDER THIS ACT, SUBJECT TO ALL OF THE  
8 FOLLOWING:

9 (A) THE COUNTY SHALL PROVIDE 3 SPECIALIZED BOARDS OF REVIEW,  
10 EACH TO SERVE THE ENTIRE COUNTY, AS FOLLOWS:

11 (i) ONE RESPONSIBLE FOR ALL OF THE DUTIES OF A LOCAL BOARD OF  
12 REVIEW UNDER THIS ACT INsofar AS THEY PERTAIN TO THE CLASSIFICATION  
13 AND VALUATION OF COMMERCIAL REAL PROPERTY, INDUSTRIAL REAL  
14 PROPERTY, COMMERCIAL PERSONAL PROPERTY, AND INDUSTRIAL PERSONAL  
15 PROPERTY.

16 (ii) ONE RESPONSIBLE FOR ALL OF THE DUTIES OF A LOCAL BOARD OF  
17 REVIEW UNDER THIS ACT INsofar AS THEY PERTAIN TO ANY CLAIM OF  
18 EXEMPTION FROM THE COLLECTION OF TAXES UNDER THIS ACT.

19 (iii) ONE RESPONSIBLE FOR ALL OF THE DUTIES OF A LOCAL BOARD  
20 OF REVIEW UNDER THIS ACT INsofar AS THEY PERTAIN TO ISSUES ARISING  
21 OUT OF SECTION 27A.

22 (B) THE COUNTY SHALL PROVIDE 1 OF THE FOLLOWING:

23 (i) A COUNTYWIDE GENERAL BOARD OF REVIEW RESPONSIBLE FOR ALL  
24 OF THE DUTIES OF A LOCAL BOARD OF REVIEW UNDER THIS ACT NOT  
25 DELEGATED TO A SPECIALIZED BOARD OF REVIEW UNDER SUBDIVISION (A).

26 (ii) A GENERAL BOARD OF REVIEW FOR EACH OF THE REGIONS THAT  
27 MAY BE ESTABLISHED IN THE COUNTY UNDER SECTION 34(3)(K) RESPONSIBLE



1 WITHIN ITS REGION FOR ALL OF THE DUTIES OF A LOCAL BOARD OF REVIEW  
 2 UNDER THIS ACT NOT DELEGATED TO A SPECIALIZED BOARD OF REVIEW UNDER  
 3 SUBDIVISION (A) .

4 (C) ANY REFERENCE IN THIS ACT TO A BOARD OF REVIEW FOR A  
 5 TOWNSHIP, CITY, LOCAL TAX COLLECTING UNIT, ASSESSING DISTRICT OR  
 6 UNIT, OR OTHER SIMILAR LOCAL-UNIT DESIGNATION SHALL BE CONSIDERED A  
 7 REFERENCE TO A COUNTY-PROVIDED BOARD OF REVIEW PERFORMING PURSUANT  
 8 TO SUBDIVISION (A) OR (B) , AND A COUNTY-PROVIDED BOARD OF REVIEW,  
 9 WHEN PERFORMING PURSUANT TO SUBDIVISION (A) OR (B) , SHALL FOLLOW  
 10 ALL OF THE REQUIREMENTS THAT WOULD OTHERWISE APPLY TO A LOCAL BOARD  
 11 OF REVIEW, INCLUDING, BUT NOT LIMITED TO, ANY LOCAL POVERTY  
 12 GUIDELINES ADOPTED BY THE ASSESSING DISTRICT UNDER SECTION 7U.

13 (7) BOARDS OF REVIEW CREATED PURSUANT TO SUBSECTION (6) SHALL  
 14 SERVE EACH ASSESSING DISTRICT FOR WHICH THE COUNTY'S TAX OR  
 15 EQUALIZATION DIRECTOR SERVES AS ASSESSOR OF RECORD UNDER SECTION  
 16 10G(1) , EXCEPT THAT AN ASSESSING DISTRICT RECEIVING THAT SERVICE  
 17 MAY INDEPENDENTLY PROVIDE THE DISTRICT A BOARD OF REVIEW LIMITED TO  
 18 PERFORMING ALL OF THE DUTIES OF A LOCAL BOARD OF REVIEW UNDER THIS  
 19 ACT INsofar AS THEY PERTAIN TO VALUATION OF, AND EXEMPTION  
 20 DETERMINATIONS FOR, RESIDENTIAL REAL PROPERTY.

21 (8) AN ASSESSING DISTRICT THAT EMPLOYS FOR ITSELF OR TOGETHER  
 22 WITH 1 OR MORE OTHER ASSESSING DISTRICTS A LOCAL ASSESSOR OF RECORD  
 23 UNDER SECTION 10G(2) SHALL DO 1 OF THE FOLLOWING:

24 (A) PROVIDE THE DISTRICT WITH A BOARD OF REVIEW PURSUANT TO  
 25 THIS SECTION RESPONSIBLE FOR ALL OF THE DUTIES OF A LOCAL BOARD OF  
 26 REVIEW UNDER THIS ACT.

27 (B) ACCEPT FOR THE DISTRICT THE SERVICES OF THE COUNTY'S



1 BOARDS OF REVIEW CREATED AND MAINTAINED PURSUANT TO SUBSECTION (6) .

2 (C) ACCEPT FOR THE DISTRICT THE SERVICES OF THE COUNTY'S  
3 BOARDS OF REVIEW CREATED AND MAINTAINED PURSUANT TO SUBSECTION (6) ,  
4 SUBJECT TO THE EXCEPTION THAT THE ASSESSING DISTRICT MAY  
5 INDEPENDENTLY PROVIDE FOR THE DISTRICT A BOARD OF REVIEW LIMITED TO  
6 PERFORMING ALL OF THE DUTIES OF A LOCAL BOARD OF REVIEW UNDER THIS  
7 ACT INSOFAR AS THEY PERTAIN TO VALUATION OF, AND EXEMPTION  
8 DETERMINATIONS FOR, RESIDENTIAL REAL PROPERTY.

9 (9) BEGINNING JANUARY 1, 2022, TO SERVE ON A BOARD OF REVIEW  
10 UNDER THIS ACT, WHETHER THE BOARD BE ONE PROVIDED BY THE ASSESSING  
11 DISTRICT OR BY THE COUNTY, AN INDIVIDUAL MUST MEET BOTH OF THE  
12 FOLLOWING QUALIFICATIONS:

13 (A) BY EDUCATION, EXPERIENCE, OR BOTH, POSSESS A SUBSTANTIAL  
14 LEVEL OF PROPERTY TAX EXPERTISE DETERMINED PURSUANT TO SPECIFIC  
15 QUALIFICATIONS PRESCRIBED BY THE STATE TAX COMMISSION.

16 (B) BE CERTIFIED BY THE STATE TAX COMMISSION AS ELIGIBLE TO  
17 SERVE AS A MEMBER OF THE PARTICULAR TYPE OF BOARD OF REVIEW FOR  
18 WHICH HE OR SHE IS SELECTED.

19 Sec. 34. (1) The county board of commissioners in each county  
20 shall meet in April each year to determine **THE** county equalized  
21 value, which ~~equalization~~ shall be completed and submitted along  
22 with the tabular statement required by section 5 of ~~Act No. 44 of~~  
23 ~~the Public Acts of 1911, being section 209.5 of the Michigan~~  
24 ~~Compiled Laws, 1911 PA 44, MCL 209.5,~~ to the state tax commission  
25 before the first Monday in May. The business ~~which~~ **THAT** the **COUNTY**  
26 board **OF COMMISSIONERS** may perform shall be conducted at a public  
27 meeting of the **COUNTY** board **OF COMMISSIONERS** held in compliance



1 with the open meetings act, ~~Act No. 267 of the Public Acts of 1976,~~  
2 ~~as amended, being sections 15.261 to 15.275 of the Michigan~~  
3 ~~Compiled Laws. 1976 PA 267, MCL 15.261 TO 15.275.~~ Public notice of  
4 the time, date, and place of the meeting shall be given in the  
5 manner required by ~~Act No. 267 of the Public Acts of 1976, as~~  
6 ~~amended. THE OPEN MEETINGS ACT, 1976 PA 267, MCL 15.261 TO 15.275.~~  
7 Each year the county board of commissioners shall advise the local  
8 taxing units ~~when~~ **IF** the state tax commission increases the  
9 equalized value of the county as established by the ~~board of county~~  
10 **BOARD OF** commissioners, and each taxing unit other than a city,  
11 township, school district, intermediate school district, or  
12 community college district, shall immediately reduce its maximum  
13 authorized millage rate, as determined after any reduction ~~caused~~  
14 ~~by~~ **PURSUANT TO** section 34d, so that ~~subsequent to~~ **AFTER** the  
15 increase ordered by the state tax commission pursuant to ~~Act No. 44~~  
16 ~~of the Public Acts of 1911, as amended, being sections 209.1 to~~  
17 ~~209.8 of the Michigan Compiled Laws, 1911 PA 44, MCL 209.1 TO~~  
18 **209.8**, total property taxes levied for that unit shall not exceed  
19 that which would have been levied for that unit at its maximum  
20 authorized millage rate, as determined after any reduction ~~caused~~  
21 ~~by~~ **PURSUANT TO** section 34d, if there had not been an increase in  
22 valuation by the state **TAX COMMISSION**. If its state equalized  
23 valuation exceeds its assessed valuation by 5.0% or more in 1982 or  
24 by any amount in 1983 or any year thereafter, a city or township  
25 shall reduce its maximum authorized millage rate, as determined  
26 after any reduction ~~caused by~~ **PURSUANT TO** section 34d, so that  
27 total property taxes levied for that unit do not exceed that which



1 would have been levied based on its assessed valuation.

2 (2) The county board of commissioners shall examine the  
3 assessment rolls of the townships or cities and ascertain whether  
4 the real and personal property in the respective townships or  
5 cities has been equally and uniformly assessed at true cash value.  
6 If, on the examination, the county board of commissioners considers  
7 the assessments to be relatively unequal, it shall equalize the  
8 assessments by adding to or deducting from the valuation of the  
9 taxable property in a township or city an amount ~~which~~**THAT** in the  
10 judgment of the county board of commissioners will produce a sum  
11 ~~which~~**THAT** represents the true cash value of that property, and the  
12 amount added to or deducted from the valuations in a township or  
13 city shall be entered upon the records. The county board of  
14 commissioners and the state tax commission shall equalize real and  
15 personal property separately by adding to or deducting from the  
16 valuation of taxable real property, and by adding to or deducting  
17 from the valuation of taxable personal property in a township,  
18 city, or county, an amount ~~which~~**THAT** will produce a sum ~~which~~**THAT**  
19 represents the proportion of true cash value established by the  
20 legislature. Beginning December 31, 1980, the county board of  
21 commissioners and the state tax commission shall equalize  
22 separately the following classes of real property by adding to or  
23 deducting from the valuation of agricultural, developmental,  
24 residential, commercial, industrial, and timber cutover taxable  
25 real property, and by adding to or deducting from the valuation of  
26 taxable personal property in a township, city, or county, an amount  
27 ~~as~~**THAT** will produce a sum ~~which~~**THAT** represents the proportion of



1 true cash value established by the legislature. The tax roll and  
2 the tax statement shall clearly set forth the latest state  
3 equalized valuation for each item or property, which shall be  
4 determined by using a separate factor for personal property and a  
5 separate factor for real property as equalized. Beginning December  
6 31, 1980, the tax roll and the tax statement shall clearly set  
7 forth the latest state equalized valuation for each item or  
8 property, which shall be determined by using a separate factor for  
9 personal property and a separate factor for each classification for  
10 real property as equalized. Factors used in determining the state  
11 equalized valuation for real and personal property on the tax roll  
12 shall be rounded up to not less than 4 decimal places. Equalized  
13 values for both real and personal property shall be equalized  
14 uniformly at the same proportion of true cash value in the county.  
15 The county board of commissioners shall also cause to be entered  
16 upon its records the aggregate valuation of the taxable real and  
17 personal property of each township or city in its county as  
18 determined by the county board **OF COMMISSIONERS**. The county board  
19 of commissioners shall also make alterations in the description of  
20 any ~~land~~-**PROPERTY** on the rolls ~~as is necessary~~ to render the  
21 descriptions conformable to the requirements of this act. After the  
22 rolls are equalized, each shall be certified to by the chairperson  
23 and the clerk of the **COUNTY board OF COMMISSIONERS** and be delivered  
24 to the supervisor of the proper township or city, who shall file  
25 and keep the roll in his or her office.

26 (3) The county board of commissioners of a county shall  
27 establish and maintain a department to survey assessments and



1 assist the board of commissioners in the matter of equalization of  
2 assessments, and may employ in that department **NECESSARY** technical  
3 and clerical personnel. ~~which in its judgment are considered~~  
4 ~~necessary.~~The personnel of the department shall be under the  
5 direct supervision and control of a director of the tax or  
6 equalization department who may designate an employee of the  
7 department as his or her deputy. The director of the county tax or  
8 equalization department shall be appointed by the county board of  
9 commissioners. The county board of commissioners, through the  
10 department, may furnish assistance to, ~~local assessing officers OR~~  
11 **PRESCRIBE CORRECTIVE ACTIONS TO BE TAKEN BY, ASSESSING DISTRICTS**  
12 **THAT EMPLOY LOCAL ASSESSORS OF RECORD, LOCAL BOARDS OF REVIEW, OR**  
13 **BOTH** in the performance of duties imposed upon those officers **AND**  
14 **BOARDS** by this act, including the development and maintenance of  
15 accurate property descriptions, the discovery, listing, and  
16 valuation of properties for tax purposes, and the development and  
17 use of uniform valuation standards and techniques for the  
18 assessment of property. **THE COUNTY BOARD OF COMMISSIONERS SHALL**  
19 **ALSO, THROUGH THE DEPARTMENT, ESTABLISH AND MAINTAIN A COUNTY**  
20 **ASSESSING OFFICE, OVERSEEN AND ADMINISTERED BY A COUNTY ASSESSOR**  
21 **CERTIFIED AS A MASTER ASSESSING OFFICER OR ADVANCED ASSESSING**  
22 **OFFICER BY THE STATE TAX COMMISSION, TO ASSIST THE DIRECTOR OF TAX**  
23 **OR EQUALIZATION IN THE PERFORMANCE OF HIS OR HER DUTIES UNDER**  
24 **SECTION 10G(1). THE COUNTY ASSESSING OFFICE SHALL PERFORM ALL OF**  
25 **THE DUTIES PROVIDED FOR IN SUBDIVISIONS (A) TO (I) AND MAY**  
26 **UNDERTAKE 1 OR MORE OF THE ACTIVITIES PROVIDED FOR IN SUBDIVISIONS**  
27 **(J) TO (O), AS FOLLOWS:**



1 (A) USE A COMPUTER-ASSISTED MASS APPRAISAL SYSTEM THAT IS  
2 APPROVED BY THE STATE TAX COMMISSION AS HAVING SUFFICIENT SOFTWARE  
3 CAPABILITIES TO MEET THE REQUIREMENTS OF THIS ACT AND TO STORE AND  
4 BACK UP NECESSARY DATA.

5 (B) FOLLOW A POLICY APPROVED BY THE STATE TAX COMMISSION FOR  
6 THE PUBLIC INSPECTION OF ITS RECORDS.

7 (C) MAINTAIN REASONABLE OFFICE HOURS AND TELEPHONE  
8 AVAILABILITY, INCLUDING AT LEAST 8 HOURS PER WEEK DURING WHICH THE  
9 COUNTY ASSESSOR IS PHYSICALLY PRESENT IN THE OFFICE, AND NORMAL  
10 BUSINESS HOURS THROUGHOUT THE WEEK DURING WHICH THE COUNTY ASSESSOR  
11 IS AVAILABLE BY TELEPHONE AND ELECTRONIC MAIL.

12 (D) PROVIDE TAXPAYERS ONLINE ACCESS TO INFORMATION REGARDING  
13 ITS ASSESSMENT SERVICES, INCLUDING, BUT NOT LIMITED TO, PARCEL  
14 INFORMATION, LAND VALUE MAPS, LAND ADJUSTMENTS, AND ECONOMIC  
15 CONDITION FACTORS.

16 (E) PROVIDE NOTICE TO TAXPAYERS OF ALL CHANGES IN ASSESSMENT  
17 AND DENIALS OF EXEMPTION CLAIMS.

18 (F) PROVIDE A PROCESS BY WHICH AN ASSESSMENT ADMINISTRATION  
19 BOARD OR THE COUNTY ASSESSOR OR HIS OR HER DESIGNEE, PURSUANT TO  
20 STATE TAX COMMISSION GUIDANCE, INFORMALLY HEARS AND ATTEMPTS TO  
21 RESOLVE ASSESSMENT VALUATION DISPUTES BROUGHT BY TAXPAYERS BEFORE  
22 THE MARCH MEETING OF THE BOARD OF REVIEW.

23 (G) MEET INTERNATIONAL ASSOCIATION OF ASSESSING OFFICERS  
24 STANDARDS REGARDING RECOMMENDED STAFFING LEVELS BASED ON THE NUMBER  
25 AND COMPLEXITY OF PARCELS ACROSS ALL SERVED ASSESSING DISTRICTS,  
26 UNLESS THE STATE TAX COMMISSION GRANTS A WAIVER, IN ACCORDANCE WITH  
27 COMMISSION GUIDANCE, BASED ON A DETERMINATION THAT THE STAFFING



1 LEVELS OF THE COUNTY ASSESSING OFFICE ARE SUFFICIENT TO PERFORM THE  
2 ASSESSMENT FUNCTION.

3 (H) ASSURE THAT ITS SUPPORT STAFF IS SUFFICIENTLY TRAINED,  
4 REQUIRE THAT ITS ASSESSORS MAINTAIN THEIR CERTIFICATION LEVELS, AND  
5 REQUIRE THAT MEMBERS OF ITS BOARDS OF REVIEW ANNUALLY ATTEND BOARD  
6 OF REVIEW TRAINING APPROVED BY THE STATE TAX COMMISSION.

7 (I) DEDICATE ALL REVENUES COLLECTED FROM ITS SHARE OF PROPERTY  
8 TAX ADMINISTRATION FEES, AS DESCRIBED IN SECTION 10G(6), TO  
9 ASSESSMENT ADMINISTRATION.

10 (J) EMPLOY AS DEPUTY COUNTY ASSESSOR AN INDIVIDUAL CERTIFIED  
11 BY THE STATE TAX COMMISSION AS AN ADVANCED ASSESSING OFFICER OR A  
12 MASTER ASSESSING OFFICER.

13 (K) ESTABLISH APPRAISAL REGIONS WITHIN THE COUNTY AS NEEDED TO  
14 IMPROVE THE EFFICIENCY OF THE COUNTY ASSESSOR'S OFFICE, AND, FOR  
15 EACH APPRAISAL REGION, APPOINT A DIRECTOR, CERTIFIED AS AN ADVANCED  
16 ASSESSING OFFICER OR MASTER ASSESSING OFFICER BY THE STATE TAX  
17 COMMISSION, TO APPRAISE ALL REAL PROPERTY WITHIN THE REGION THAT IS  
18 NOT CLASSIFIED AS INDUSTRIAL OR COMMERCIAL REAL PROPERTY.

19 (L) EMPLOY A REAL PROPERTY DIRECTOR, CERTIFIED AS AN ADVANCED  
20 ASSESSING OFFICER OR MASTER ASSESSING OFFICER BY THE STATE TAX  
21 COMMISSION, TO APPRAISE ALL REAL PROPERTY WITHIN THE REGION THAT IS  
22 CLASSIFIED AS INDUSTRIAL OR COMMERCIAL REAL PROPERTY IN THE COUNTY.

23 (M) EMPLOY A PERSONAL PROPERTY DIRECTOR, CERTIFIED AS AN  
24 ADVANCED ASSESSING OFFICER OR MASTER ASSESSING OFFICER BY THE STATE  
25 TAX COMMISSION, TO APPRAISE AND AUDIT ALL PERSONAL PROPERTY IN THE  
26 COUNTY.

27 (N) EMPLOY AN APPEALS DIRECTOR, CERTIFIED AS AN ADVANCED



1 ASSESSING OFFICER OR MASTER ASSESSING OFFICER BY THE STATE TAX  
 2 COMMISSION, TO MANAGE PROPERTY TAX APPEALS PERTAINING TO PROPERTY  
 3 IN THE COUNTY.

4 (O) EMPLOY ADDITIONAL ASSESSORS AS NEEDED TO IMPROVE THE  
 5 EFFICIENCY OF THE OFFICE.

6 (4) The supervisor of a township or, with the approval of the  
 7 governing body, the certified assessor of a township or city, or  
 8 the intermediate district board of education, or the board of  
 9 education of an incorporated city or village aggrieved by the  
 10 action of the county board of commissioners ~~in~~ equalizing the  
 11 valuations of the townships or cities of the county ~~may~~ appeal  
 12 from the determination to the ~~state~~-tax tribunal in the manner  
 13 provided by law. An appeal from the determination by the county  
 14 board of commissioners shall be filed with the clerk of the  
 15 tribunal by a written or printed petition ~~which~~ **THAT** shall set  
 16 forth in detail the reasons for taking the appeal. The petition  
 17 shall be signed and sworn to by the supervisor, the certified  
 18 assessor, or a majority of the members of the board of education  
 19 taking the appeal, shall show that a certain township, city, or  
 20 school district has been discriminated against in the equalization,  
 21 and shall ~~pray~~ **REQUEST** that the ~~state~~-tax tribunal proceed at its  
 22 earliest convenience to review the action from which the appeal is  
 23 taken. The ~~state~~-tax tribunal shall, upon hearing, determine if ~~in~~  
 24 ~~its judgment there is a showing that~~ the equalization complained of  
 25 is unfair, unjust, inequitable, or discriminatory. The ~~state~~-tax  
 26 tribunal ~~shall have~~ **HAS** the same authority to consider and pass  
 27 upon the action and determination of the county board of



1 commissioners in equalizing valuations as it has to consider  
 2 complaints relative to the assessment and taxation of property. The  
 3 ~~state-tax~~ tribunal may order the county board of commissioners to  
 4 reconvene and to cause the assessment rolls of the county to be  
 5 brought before it, may summon the commissioners of the county to  
 6 give evidence in relation to the equalization, and may take further  
 7 action and may make further investigation ~~in the premises~~ as it  
 8 considers necessary. The ~~state-tax~~ tribunal shall fix a valuation  
 9 on all property of the county. If the ~~state-tax~~ tribunal decides  
 10 that the determination and equalization made by the county board of  
 11 commissioners is correct, further action shall not be taken. If the  
 12 ~~state-tax~~ tribunal, after the hearing, decides that the valuations  
 13 of the county were improperly equalized, it shall proceed to make  
 14 deductions from, or additions to, the valuations of the respective  
 15 townships, cities, or school districts as ~~may be considered proper,~~  
 16 ~~and in so doing the tribunal shall have~~ **NECESSARY, WITH** the same  
 17 powers ~~as~~ **THAT** the county board of commissioners had in the first  
 18 instance. The deductions or additions shall decrease or increase  
 19 the state equalized valuation of the local unit affected but shall  
 20 not increase or decrease the total state equalized valuation of the  
 21 county in the case of an appeal under this section to the ~~state-tax~~  
 22 tribunal. If the tax tribunal finds that the valuations of a class  
 23 of property in a county were improperly equalized by that county  
 24 and determines that the total value of that class of property in  
 25 the county may not be at the level required by law, ~~prior to~~ **BEFORE**  
 26 entry of a final order ~~,~~ the tax tribunal shall forward its  
 27 findings and determination to the state tax commission. Within 90



1 days after receiving the findings and determination of the tax  
 2 tribunal, the state tax commission shall determine whether the  
 3 state equalized valuation of that class of property in the county  
 4 was set at the level prescribed by law or should be revised to  
 5 provide uniformity among the counties and shall enter an order  
 6 consistent with the state tax commission's findings. The tax  
 7 tribunal shall enter a final order based upon the revised state  
 8 equalized valuation, if any, ~~which~~**THAT** is adopted by the state tax  
 9 commission. The ~~state~~-tax tribunal immediately after completing its  
 10 revision of the equalization of the valuation of the several  
 11 assessment districts shall report its action to the county board of  
 12 commissioners and board of education if the board has instituted  
 13 the appeal by filing its report with the clerk of the county board  
 14 of commissioners. The action of the ~~state~~-tax tribunal ~~in the~~  
 15 ~~premises~~ shall constitute the equalization of the county for the  
 16 tax year.

17 ~~—— (5) For purposes of appeals pursuant to subsection (4) in 1981~~  
 18 ~~only, an agent of a supervisor, including an assessor, shall be~~  
 19 ~~considered to have the authority to file and sign a petition for an~~  
 20 ~~appeal, and any otherwise timely submitted petition in 1981 by an~~  
 21 ~~agent of a supervisor shall be reviewed by the tribunal as if~~  
 22 ~~submitted by the supervisor.~~

23 Enacting section 1. This amendatory act takes effect January  
 24 1, 2019.

25 Enacting section 2. It is the intent of the legislature to  
 26 appropriate sufficient money to provide funding for training and  
 27 start-up costs for the transition of assessment and board-of-review



1 services to the county level pursuant to this amendatory act,  
2 including, but not limited to, necessary costs incurred to increase  
3 the number of assessors certified by the state tax commission as  
4 master assessing officers and advanced assessing officers and to  
5 train and certify members of local, regional, and specialized  
6 boards of review.



May 3, 2018

**Assessing Reform Proposal  
YOUR INPUT IS NEEDED!!!**

Yesterday, I attended a meeting with State Treasurer Khouri, Deputy State Treasurer Gursky, Senior Policy Advisor - Nat Forstner, Heather Frick, MAED President Donna VanderVries, MAA/MAED Legislative Committee Chair Ruth Scott and MAA's Legislative Rep. Manny Lentine in Lansing. We (MAA/MAED people) were presented with an Assessing Reform Proposal Summary and a Proposed Assessing Reform bill. We were told that the goal of this reform is consistency and transparency in property tax, and to set quality standards all assessors must comply with as well as to create specialized Boards of Review.

Prior to our arrival, we did not know exactly what the meeting was about. Very limited questions were asked at the meeting since we were really only able to listen and glance through the summary. And, after arriving home last night, I was able to actually read all of the attached documents. Now, there are many questions.

The proposal, we were told, is meant to improve the assessment profession through quality control. It was said that the standards and purpose are non-negotiable, but the methodology is up for comment and discussion. Treasury indicated that they are not advocating for consolidation, they want to increase assessing standards but they are taking no position on the structure.

We have been asked to provide feedback in a very quick timeframe - Treasury's goal is to have the bill introduced and committee hearings before summer break. So, in order for us to have a voice - and hopefully have positive effect on the language in the bill - I urge you, as MAA members, to read these documents carefully and thoroughly. Please make a list of your concerns, questions and comments, and forward them to one of your MAA District Representatives by next Wednesday, May 9, 2018. All issues will be consolidated, by topic, and presented to Treasury - our deadline for comments is Friday, May 11th. **This is important and affects all of us!** Thank you, in advance, for taking time to review and comment.

**Board of Directors Contact Information**

**District I (2019)**  
**Patricia DePriest, MAAO/3**  
Mt. Pleasant  
2010 S Lincoln Rd  
Mt. Pleasant, MI 48858  
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[pdepriest@uniontownshipmi.com](mailto:pdepriest@uniontownshipmi.com)

**District II (2018)**  
**Anthony Meynard, MMAO/4**  
Berrien County Equalization  
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[tmeynard@berriencounty.org](mailto:tmeynard@berriencounty.org)

**District III (2018)**  
**Rob Scripture, MMAO/4**  
West Bloomfield  
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West Bloomfield, MI 48325-0431  
248-451-4850

[rscripture@wbtownship.org](mailto:rscripture@wbtownship.org)

**District II (2019)**  
**James Bush, MMAO/4**  
City of Holland  
270 S. River Ave.  
Holland, MI 49423  
616-355-1353

[j.bush@cityofholland.com](mailto:j.bush@cityofholland.com)

**District III (2019)**  
**Sandra Birkenshaw, MAAO/3**  
Macomb County Equalization  
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Mt Clemens, MI 48043-1522  
586-469-5260

[sandy.birkenshaw@macombgov.org](mailto:sandy.birkenshaw@macombgov.org)

**District I (2020)**  
**Dulcee Ranta, MMAO/4**  
Marquette  
1000 Commerce Drive  
Marquette, MI 49855  
906-228-6220

[dulceeranta@marquettetownship.org](mailto:dulceeranta@marquettetownship.org)

**District II (2020)**  
**Beth Botke MAAO/3**  
City of Bath  
14480 Webster Road  
Bath, MI 48808-0247  
517-641-6728

[bbotke@bathtownship.us](mailto:bbotke@bathtownship.us)

**District III (2020)**  
**James H. Elrod, MMAO/4**  
Clinton Township  
40700 Romeo Plank Road  
Clinton Township, MI 48038-2900  
586-286-9468

[j.elrod@clintontownship-mi.gov](mailto:j.elrod@clintontownship-mi.gov)

Best regards,  
Amy L. DeHaan, MAA President  
Michigan Assessors Association  
<https://www.maa-usa.org>  
(eAlert # 05032018)

Larry Merrill,  
Executive Director  
Michigan Townships Association

Larry,

You asked at one of our meetings a year or so ago, “what keeps us awake at night as Township Officials?”. Well, this is probably one of the top of the list examples, “Proposed Reform to Local Government Assessing”.

I don’t think Treasury will ever give up. Remember back in 2015 or so, the big attempt to cripple Township assessing, tax collecting and voting? This recent proposal is being attempted to be rammed through again at record speed as it was then, so we don’t have time to counter it. The same thing happened in 2015. The handwriting is on the wall when it comes to Michigan Department of Treasury doing whatever they have to do, or take whatever time it takes, to consolidate assessing, and other sacred Township functions.

First, they made it so difficult to train assessors that few in their right mind would want to attempt to be qualified. Then they try to put a bad reputation on Townships by implementing the 14 pt. review, now AMAR. Now, that isn’t good enough. They want to eliminate and consolidate smaller units into larger units, or make it impossible for small units to afford, or engage qualified assessors. Their end goal is to consolidate.

It appears the time has come again for MTA to rally the troops like was done back in 2015, (or so), to kill this new reform attempt. I would think MML will be joining forces to stop this ridiculous proposal from ever getting a second wind. I was so impressed with the letter writing campaign that MTA raged at that time, and the immediate results from that effort. The results were astounding.

I will be contacting our Representative and Senator, but I’m only one. Please keep us informed as to what else we can do to help kill this devastating proposal.

Thanks for listening,

Bill Dohm  
Supervisor  
Little Traverse Township, Emmet County

----- Forwarded message -----

From: Dulcee Atherton <[dulceeatherton@gmail.com](mailto:dulceeatherton@gmail.com)>

Date: Mon, May 7, 2018, 10:13 PM

Subject: Re: Assessing Reform Proposal

To: Amy DeHaan <[adehaan@garfield-twp.com](mailto:adehaan@garfield-twp.com)>, Joe Lavender <[upnorthassessor@gmail.com](mailto:upnorthassessor@gmail.com)>

Cc: <[dulceeranta@marquettetownship.org](mailto:dulceeranta@marquettetownship.org)>, <[pdepriest@uniontownshipmi.com](mailto:pdepriest@uniontownshipmi.com)>

Thank you for your comments. I have copied the MAA President on this email.

On Mon, May 7, 2018 at 9:51 PM Joe Lavender <[upnorthassessor@gmail.com](mailto:upnorthassessor@gmail.com)> wrote:  
MAA Representative,

1. The main concern is that the draft legislation says the assessor SHALL follow any policies and guidelines by the STC. This makes any changes or policies by the STC law.... This gives a three person appointed commission significant ability to change any laws with no hearings, input or due process as other laws are created and changed.
2. Define Assessing District?
3. What are the Land Adjustments that need to be available online?
4. How is the assessing office physical location determined?

Thank you,

Joe Lavender, MAAO

**From:** Clayton McGovern [<mailto:claym1952@gmail.com>]  
**Sent:** Tuesday, May 08, 2018 3:23 PM  
**To:** 'dulceeranta@marquettetownship.org'  
**Subject:** Proposed assessor changes

Dulcee

I work for 5 units of government as the assessor and want to give you my opinion on the new proposed changes to assessing. I'm certified MAAO and can't see where these changes will be a benefit for anyone.

1. I have not heard any issues with the general public screaming for reform in the assessing field.
2. Appeals to the various boards of review are down substantially.
3. When I read the proposal it appears it wants to just combine township assessing into districts. They are now, just smaller.
4. People change jobs all the time.
5. When a unit combines assessing services with other units and that assessor retires or quits the new assessor may not be acceptable to one or more of the townships that use this service, would another district have to be created thus throwing this system into a quagmire.
6. They want to know if we are capable of doing complex properties within our district. If I can't, who will?
7. Why did they not ask about how many hours a week we work and how the public receives information from us with the past AMAR review? My office is open 5 days a week from 7:00am until 4:00pm. I have a secretary, an employee who works field work with me and a another hired certified assessor to do field work for me. What else do they want? I go out of my way to get information to any tax payer that needs it.
8. They seem to want to dictate the amount of workload we do now saying we should annually do 20% of the unit but now they want us to report what were going to do? This is doesn't make sense to me. I personally update property record cards with in the software daily. I also do field work constantly.
9. All of the other information is already required with land value maps, sales maps, ECF's etc.
10. Access to information on the web would be a benefit but what about rural townships that do not have internet access? They are forcing governmental units to have information on the web that so few would use and at a cost that is not necessary.
11. They want staffing levels at the IAAO standards, who will pay for this staff if they mandate it?

Thanks for letting me vent,  
**Clayton McGovern**  
223 S. Huron St  
Cheboygan, Mi. 49721  
231-627-5783

DRAFT 5

A bill to amend 1893 PA 206, entitled  
"The general property tax act,"  
by amending sections 28 and 34 (MCL 211.28 and 211.34), section 28  
as amended by 2006 PA 143 and section 34 as amended by 1986 PA 105,  
and by adding section 10g.

**THE PEOPLE OF THE STATE OF MICHIGAN ENACT:**

1           **SEC. 10G. (1) SUBJECT TO SUBSECTIONS (2), (4), AND (5), ON AND**  
2 **AFTER DECEMBER 31, 2021, AN ASSESSING DISTRICT SHALL EMPLOY AN**  
3 **ASSESSOR OF RECORD WHO IS CERTIFIED BY THE STATE TAX COMMISSION AS**  
4 **A MASTER ASSESSING OFFICER OR AN ADVANCED ASSESSING OFFICER TO**  
5 **OVERSEE AND ADMINISTER AN ANNUAL ASSESSMENT OF ALL PROPERTY LIABLE**  
6 **TO TAXATION IN THE ASSESSING DISTRICT, AS PROVIDED IN SECTION 10,**  
7 **IN ACCORDANCE WITH THE CONSTITUTION AND LAWS OF THIS STATE AND ALL**



1 POLICIES AND GUIDELINES OF THE STATE TAX COMMISSION, INCLUDING, BUT  
 2 NOT LIMITED TO, ALL ASSESSING REQUIREMENTS OVER WHICH THE STATE TAX  
 3 COMMISSION HAS JURISDICTION UNDER SECTION 10F. AN ASSESSING  
 4 DISTRICT PROVIDING FOR ASSESSMENT SERVICES UNDER THIS SUBSECTION IS  
 5 FURTHER SUBJECT TO ALL OF THE FOLLOWING REQUIREMENTS:

6 (A) THE ASSESSING DISTRICT'S ASSESSOR OF RECORD MUST BE  
 7 EMPLOYED IN 1 OF THE FOLLOWING WAYS:

8 (i) BY THE ASSESSING DISTRICT TO SERVE ITS ASSESSING OFFICE.

9 (ii) BY THE ASSESSING DISTRICT AND 1 OR MORE OTHER ASSESSING  
 10 DISTRICTS TO SERVE EACH DISTRICT'S ASSESSING OFFICE.

11 (iii) BY AN ASSESSING DISTRICT FORMED BY THE CONSOLIDATION OF  
 12 THE ASSESSING DISTRICT AND 1 OR MORE OTHER ASSESSING DISTRICTS TO  
 13 SERVE THE CONSOLIDATED DISTRICT'S ASSESSING OFFICE.

14 (B) THE ASSESSOR OF RECORD MUST MEET ALL OF THE FOLLOWING:

15 (i) NOT BE AN ELECTED OFFICIAL OF THE DISTRICT.

16 (ii) BE A MASTER ASSESSING OFFICER IF THE ASSESSING DISTRICT IS  
 17 RATED BY THE STATE TAX COMMISSION TO REQUIRE A MASTER LEVEL OF  
 18 CERTIFICATION TO ASSESS OR EQUALIZE THE ENTIRE UNIT. FOR PURPOSES  
 19 OF THIS SUBPARAGRAPH, RATINGS ARE SUBJECT TO ANNUAL REVIEW BY THE  
 20 STATE TAX COMMISSION.

21 (iii) ACROSS ALL ASSESSING DISTRICTS FOR WHICH HE OR SHE IS THE  
 22 ASSESSOR OF RECORD, ASSESS, IN TOTAL, AT LEAST 5,000 PARCELS THAT  
 23 TOGETHER GENERATE AT LEAST \$12,000,000.00 IN PROPERTY TAX REVENUE  
 24 ANNUALLY, UNLESS THE STATE TAX COMMISSION GRANTS A WAIVER, IN  
 25 ACCORDANCE WITH COMMISSION GUIDANCE, BASED ON A DETERMINATION THAT  
 26 THE DISTRICT, OR DISTRICTS, SERVED BY THE ASSESSOR OF RECORD HAS,



1 OR COLLECTIVELY HAVE, SUFFICIENT RESOURCES AND FISCAL CAPACITY TO  
2 SUPPORT THE ASSESSMENT FUNCTION.

3 (iv) SERVE THE ASSESSING DISTRICT FULL TIME, UNLESS THE STATE  
4 TAX COMMISSION DETERMINES, BASED ON THE FOLLOWING CONSIDERATIONS  
5 AND OTHER CONSIDERATIONS THE COMMISSION CONSIDERS APPROPRIATE, THAT  
6 PART-TIME SERVICE IS SUFFICIENT:

7 (A) THE NUMBER AND COMPLEXITY OF PARCELS SUBJECT TO ASSESSMENT  
8 IN THE ASSESSING DISTRICT.

9 (B) THE TOTAL STATE EQUALIZATION VALUE OF THE PROPERTY SUBJECT  
10 TO ASSESSMENT IN THE ASSESSING DISTRICT.

11 (C) THE NUMBER OF HOURS PER WEEK THAT THE ASSESSOR OF RECORD  
12 PROPOSES TO SERVE THE ASSESSING DISTRICT.

13 (D) THE TOTAL ANTICIPATED WORKLOAD OF THE ASSESSOR FOR ALL  
14 ASSESSING DISTRICTS IN WHICH HE OR SHE PROPOSES TO SERVE AS THE  
15 ASSESSOR OF RECORD, INCLUDING THE TOTAL NUMBER AND COMPLEXITY OF  
16 ALL PARCELS SUBJECT TO ASSESSMENT.

17 (E) THE ASSESSOR'S CERTIFICATION LEVEL.

18 (C) THE ASSESSING DISTRICT MUST MEET ALL OF THE FOLLOWING:

19 (i) USE A COMPUTER-ASSISTED MASS APPRAISAL SYSTEM THAT IS  
20 APPROVED BY THE STATE TAX COMMISSION AS HAVING SUFFICIENT SOFTWARE  
21 CAPABILITIES TO MEET THE REQUIREMENTS OF THIS ACT AND TO STORE AND  
22 BACK UP NECESSARY DATA.

23 (ii) FOLLOW A POLICY APPROVED BY THE STATE TAX COMMISSION FOR  
24 THE PUBLIC INSPECTION OF ITS RECORDS.

25 (iii) MAINTAIN REASONABLE OFFICE HOURS AND AVAILABILITY,  
26 INCLUDING AT LEAST 8 HOURS PER WEEK DURING WHICH THE ASSESSOR OF  
27 RECORD IS PHYSICALLY PRESENT IN THE OFFICE, AND NORMAL BUSINESS



1 HOURS THROUGHOUT THE WEEK DURING WHICH THE ASSESSOR OF RECORD IS  
2 AVAILABLE BY TELEPHONE AND ELECTRONIC MAIL.

3 (iv) PROVIDE TAXPAYERS ONLINE ACCESS TO INFORMATION REGARDING  
4 ITS ASSESSMENT SERVICES, INCLUDING, BUT NOT LIMITED TO, PARCEL  
5 INFORMATION, LAND VALUE MAPS, LAND ADJUSTMENTS, AND ECONOMIC  
6 CONDITION FACTORS.

7 (v) PROVIDE NOTICE TO TAXPAYERS OF ALL CHANGES IN ASSESSMENT  
8 AND DENIALS OF EXEMPTION CLAIMS.

9 (vi) PROVIDE A PROCESS BY WHICH AN ASSESSMENT ADMINISTRATION  
10 BOARD OR THE ASSESSOR OR HIS OR HER DESIGNEE, PURSUANT TO STATE TAX  
11 COMMISSION GUIDANCE, INFORMALLY HEARS AND ATTEMPTS TO RESOLVE  
12 ASSESSMENT VALUATION DISPUTES BROUGHT BY TAXPAYERS BEFORE THE MARCH  
13 MEETING OF THE BOARD OF REVIEW.

14 (vii) MEET INTERNATIONAL ASSOCIATION OF ASSESSING OFFICERS  
15 STANDARDS REGARDING RECOMMENDED STAFFING LEVELS BASED ON THE NUMBER  
16 AND COMPLEXITY OF PARCELS IN THE DISTRICT, UNLESS THE STATE TAX  
17 COMMISSION GRANTS A WAIVER, IN ACCORDANCE WITH COMMISSION GUIDANCE,  
18 BASED ON A DETERMINATION THAT THE DISTRICT'S STAFFING LEVELS ARE  
19 SUFFICIENT TO PERFORM THE ASSESSMENT FUNCTION.

20 (viii) ASSURE THAT ITS SUPPORT STAFF IS SUFFICIENTLY TRAINED,  
21 REQUIRE THAT ITS ASSESSORS MAINTAIN THEIR CERTIFICATION LEVELS, AND  
22 REQUIRE THAT ITS BOARD OF REVIEW MEMBERS ANNUALLY ATTEND BOARD OF  
23 REVIEW TRAINING APPROVED BY THE STATE TAX COMMISSION.

24 (ix) DEDICATE ALL REVENUES COLLECTED FROM PROPERTY TAX  
25 ADMINISTRATION FEES TO ASSESSMENT ADMINISTRATION AND TAX  
26 COLLECTION.



1           (2) SUBJECT TO SUBSECTION (3), IF AN ASSESSING DISTRICT DOES  
2 NOT EMPLOY AN ASSESSOR OF RECORD IN ACCORDANCE WITH THE  
3 REQUIREMENTS OF SUBSECTION (1), THE ASSESSOR OF RECORD FOR THAT  
4 ASSESSING DISTRICT IS THE DIRECTOR OF TAX OR EQUALIZATION FOR THE  
5 COUNTY IN WHICH THE ASSESSING DISTRICT IS LOCATED. AS ASSESSOR OF  
6 RECORD FOR 1 OR MORE ASSESSING DISTRICTS SERVED IN THE COUNTY, THE  
7 COUNTY TAX OR EQUALIZATION DIRECTOR SHALL OVERSEE AND ADMINISTER AN  
8 ANNUAL ASSESSMENT OF ALL PROPERTY LIABLE TO TAXATION IN EACH  
9 ASSESSING DISTRICT, AS PROVIDED IN SECTION 10, IN ACCORDANCE WITH  
10 THE CONSTITUTION AND LAWS OF THIS STATE AND ALL POLICIES AND  
11 GUIDELINES OF THE STATE TAX COMMISSION, INCLUDING, BUT NOT LIMITED  
12 TO, ALL ASSESSING REQUIREMENTS OVER WHICH THE STATE TAX COMMISSION  
13 HAS JURISDICTION UNDER SECTION 10F. ANY REFERENCE IN THIS ACT TO A  
14 SUPERVISOR OR OTHER CHIEF LOCAL ASSESSING OFFICER FOR A TOWNSHIP,  
15 CITY, LOCAL TAX COLLECTING UNIT, ASSESSING DISTRICT OR UNIT, OR  
16 OTHER SIMILAR LOCAL-UNIT DESIGNATION SHALL BE CONSIDERED A  
17 REFERENCE TO A COUNTY TAX OR EQUALIZATION DIRECTOR WHO SERVES AS  
18 THE ASSESSOR OF RECORD FOR THAT ASSESSING DISTRICT PURSUANT TO THIS  
19 SUBSECTION.

20           (3) EACH COUNTY SHALL PROVIDE THE COUNTY-ASSESSING SERVICES  
21 DESCRIBED IN SUBSECTION (2), SUBJECT TO THE FOLLOWING:

22           (A) THE COUNTY SHALL PROVIDE THE COUNTY-ASSESSING SERVICES ON  
23 AND AFTER THE FOLLOWING DATES:

24           (i) ON AND AFTER DECEMBER 31, 2021, FOR ASSESSING DISTRICTS  
25 THAT DO NOT EMPLOY ASSESSORS OF RECORD CERTIFIED BY THE STATE TAX  
26 COMMISSION AS MASTER ASSESSING OFFICERS OR ADVANCED ASSESSING  
27 OFFICERS.



1           (ii) ON AND AFTER DECEMBER 31, 2023, FOR ASSESSING DISTRICTS  
2 THAT EMPLOY ASSESSORS OF RECORD WHO ARE CERTIFIED BY THE STATE TAX  
3 COMMISSION AS MASTER ASSESSING OFFICERS OR ADVANCED ASSESSING  
4 OFFICERS BUT HAVE NOT PROVIDED A NOTICE OF INTENT UNDER SUBSECTION  
5 (4) (B) .

6           (B) A COUNTY PROVIDING THE SERVICES DESCRIBED IN SUBSECTION  
7 (2) SHALL EMPLOY A DIRECTOR OF TAX OR EQUALIZATION WHO IS CERTIFIED  
8 BY THE STATE TAX COMMISSION AS A MASTER ASSESSING OFFICER. IF A  
9 COUNTY DOES NOT EMPLOY A DIRECTOR OF TAX OR EQUALIZATION WHO IS  
10 CERTIFIED BY THE STATE TAX COMMISSION AS A MASTER ASSESSING OFFICER  
11 BY OCTOBER 31, 2020, THAT COUNTY SHALL, SUBJECT TO SUBDIVISION (C) ,  
12 CONTRACT FOR THE PROVISION OF COUNTY-ASSESSING SERVICES FOR ITS  
13 ASSESSING DISTRICTS COMMENCING PURSUANT TO THE SCHEDULE IN  
14 SUBDIVISION (A) WITH ANOTHER COUNTY THAT EMPLOYS A DIRECTOR OF TAX  
15 OR EQUALIZATION WHO IS CERTIFIED BY THE STATE TAX COMMISSION AS A  
16 MASTER ASSESSING OFFICER. SUBJECT TO SUBDIVISION (D) , IF A COUNTY  
17 THAT CONTRACTS FOR THE PROVISION OF COUNTY-ASSESSING SERVICES FOR  
18 ITS ASSESSING DISTRICTS UNDER SUBSECTION (2) SUBSEQUENTLY DECIDES  
19 TO PROVIDE THOSE SERVICES ITSELF OR THROUGH A DIFFERENT SERVICING  
20 COUNTY, THE CONTRACTING COUNTY SHALL PROVIDE THE CURRENT SERVICING  
21 COUNTY AND THE STATE TAX COMMISSION A NOTICE OF THAT INTENT IN A  
22 FORM AND MANNER PRESCRIBED BY THE STATE TAX COMMISSION AT LEAST 24  
23 MONTHS BEFORE THE CHANGE BECOMES EFFECTIVE, UNLESS THE CURRENT  
24 SERVICING COUNTY AGREES TO AN EARLIER EFFECTIVE DATE. IF THIS  
25 NOTICE OF INTENT IS PROVIDED AFTER OCTOBER 31, 2020 BUT BEFORE  
26 DECEMBER 31, 2021, THE 24-MONTH PERIOD BEGINS ON DECEMBER 31, 2021.



1 (C) A COUNTY TAX OR EQUALIZATION DEPARTMENT THAT PROVIDES  
2 COUNTY-ASSESSING SERVICES TO ANOTHER COUNTY UNDER SUBDIVISION (B)  
3 SHALL DO SO FOR NOT MORE THAN 1 OTHER COUNTY UNLESS THE DEPARTMENT  
4 PETITIONS THE STATE TAX COMMISSION FOR, AND THE COMMISSION GRANTS,  
5 A WAIVER, IN ACCORDANCE WITH COMMISSION GUIDANCE, BASED ON A  
6 DETERMINATION THAT THE DEPARTMENT HAS THE CAPACITY, ABILITY, AND  
7 ORGANIZATIONAL STRUCTURE TO PROVIDE SERVICES FOR 2 OR MORE  
8 ADDITIONAL COUNTIES.

9 (D) FOR PURPOSES OF OVERSEEING COUNTY-ASSESSING SERVICES  
10 PROVIDED UNDER THIS SUBSECTION AND SUBSECTION (2), OR A CHANGE IN  
11 THE PROVIDER OF THOSE SERVICES UNDER SUBDIVISION (B), THE STATE TAX  
12 COMMISSION SHALL DEVELOP AND IMPLEMENT AN AUDIT PROGRAM TO  
13 DETERMINE WHETHER THE COUNTY'S DEPARTMENT OF TAX OR EQUALIZATION  
14 AND ITS ASSESSING OFFICE IS OR WILL TIMELY BE IN SUBSTANTIAL  
15 COMPLIANCE WITH THE REQUIREMENTS OF THIS SUBSECTION, SUBSECTION  
16 (2), AND SECTION 34(3)(A) TO (I). IF THE STATE TAX COMMISSION  
17 DETERMINES THAT THERE IS NOT OR WILL NOT TIMELY BE SUBSTANTIAL  
18 COMPLIANCE WITH THOSE REQUIREMENTS, THE STATE TAX COMMISSION SHALL  
19 ASSUME JURISDICTION OVER THE ASSESSMENT ROLL AND EITHER RETURN THE  
20 ROLL TO THE COUNTY AFTER IT DEMONSTRATES ITS ABILITY TO COMPLY OR  
21 PROVIDE FOR THE PREPARATION OF THE ROLL ITSELF OR BY ANOTHER  
22 COUNTY'S TAX OR EQUALIZATION DEPARTMENT. THE COSTS OF THE  
23 PREPARATION OF THE ROLL BY THE STATE TAX COMMISSION OR ANOTHER  
24 COUNTY'S TAX OR EQUALIZATION DEPARTMENT SHALL BE PAID BY THE COUNTY  
25 FROM WHICH THE ROLL WAS TAKEN. AS USED IN THIS SUBDIVISION,  
26 "SUBSTANTIAL COMPLIANCE" MEANS THAT ANY IDENTIFIED DEFICIENCIES DO  
27 NOT POSE A RISK THAT THE COUNTY IS UNABLE TO PERFORM THE ASSESSMENT



1 FUNCTION. IN DETERMINING WHETHER THE COUNTY IS IN SUBSTANTIAL  
 2 COMPLIANCE, THE STATE TAX COMMISSION SHALL SPECIFICALLY DETERMINE  
 3 WHETHER THE COUNTY HAS ALL OF THE FOLLOWING:

4 (i) PROPERLY DEVELOPED LAND VALUES.

5 (ii) ADEQUATE LAND VALUE MAPS.

6 (iii) AN ASSESSMENT DATABASE THAT IS NOT IN OVERRIDE.

7 (iv) PROPERLY DEVELOPED ECONOMIC CONDITION FACTORS.

8 (v) AN ANNUAL PERSONAL PROPERTY CANVASS AND SUFFICIENT  
 9 PERSONAL PROPERTY RECORDS ACCORDING TO DEVELOPED POLICY AND  
 10 STATUTORY REQUIREMENTS.

11 (vi) BOARDS OF REVIEW THAT OPERATE WITHIN THE JURISDICTIONAL  
 12 REQUIREMENTS OF THIS ACT, AS DESCRIBED IN SECTION 28(6).

13 (vii) AN ADEQUATE PROCESS FOR DETERMINING WHETHER TO GRANT OR  
 14 DENY EXEMPTIONS ACCORDING TO STATUTORY REQUIREMENTS.

15 (viii) AN ADEQUATE PROCESS FOR MEETING THE REQUIREMENTS OUTLINED  
 16 IN THE STATE TAX COMMISSION'S PUBLICATION ENTITLED, "SUPERVISING  
 17 PREPARATION OF THE ASSESSMENT ROLL".

18 (4) ANY ASSESSING DISTRICT THAT INTENDS TO PROVIDE FOR  
 19 ASSESSING SERVICES PURSUANT TO SUBSECTION (1) SHALL FILE A NOTICE  
 20 OF THAT INTENT WITH THE COUNTY ASSESSING OFFICE AND THE STATE TAX  
 21 COMMISSION IN A FORM AND MANNER PRESCRIBED BY THE STATE TAX  
 22 COMMISSION, SUBJECT TO THE FOLLOWING, AS APPLICABLE:

23 (A) AN ASSESSING DISTRICT THAT DOES NOT EMPLOY AN ASSESSOR OF  
 24 RECORD CERTIFIED BY THE STATE TAX COMMISSION AS A MASTER ASSESSING  
 25 OFFICER OR ADVANCED ASSESSING OFFICER SHALL FILE A NOTICE OF INTENT  
 26 ON OR BEFORE OCTOBER 31, 2020 THAT INCLUDES NOTICE OF THE



1 DISTRICT'S INTENT TO EMPLOY AN ASSESSOR OF RECORD OF THAT REQUIRED  
2 LEVEL OF CERTIFICATION UNDER SUBSECTION (1). A NOTICE OF INTENT  
3 FILED UNDER THIS SUBDIVISION IS SUBJECT TO SUBSECTION (5).

4 (B) AN ASSESSING DISTRICT THAT EMPLOYS AN ASSESSOR OF RECORD  
5 CERTIFIED BY THE STATE TAX COMMISSION AS A MASTER ASSESSING OFFICER  
6 OR ADVANCED ASSESSING OFFICER SHALL FILE A NOTICE OF INTENT ON OR  
7 BEFORE OCTOBER 31, 2021. A NOTICE OF INTENT FILED UNDER THIS  
8 SUBDIVISION IS SUBJECT TO SUBSECTION (5).

9 (C) IF AN ASSESSING DISTRICT FILES A NOTICE OF INTENT AFTER  
10 THE DATE REQUIRED UNDER SUBDIVISION (A) OR (B) TO PREVENT  
11 COMMENCEMENT OF COUNTY-ASSESSING SERVICES, THE NOTICE OF INTENT IS  
12 EFFECTIVE, SUBJECT TO SUBSECTION (5), NOT LESS THAN 24 MONTHS AFTER  
13 THE DATE IT IS FILED, UNLESS THE COUNTY ASSESSING OFFICE AGREES TO  
14 AN EARLIER EFFECTIVE DATE. IF A NOTICE OF INTENT UNDER THIS  
15 SUBDIVISION IS FILED BEFORE COUNTY-ASSESSING SERVICES FOR THE  
16 ASSESSING DISTRICT HAVE COMMENCED UNDER SUBSECTION (3), THE 24-  
17 MONTH PERIOD BEGINS ON DECEMBER 31 OF THE YEAR THAT THE COUNTY-  
18 ASSESSING SERVICES COMMENCE.

19 (5) THE STATE TAX COMMISSION SHALL DEVELOP AND IMPLEMENT AN  
20 AUDIT PROGRAM TO DETERMINE, ON AN ASSESSING DISTRICT'S NOTICE FILED  
21 UNDER SUBSECTION (4), AND PERIODICALLY THEREAFTER AS THE COMMISSION  
22 CONSIDERS NECESSARY, WHETHER THE ASSESSING DISTRICT IS OR WILL  
23 TIMELY BE IN SUBSTANTIAL COMPLIANCE WITH THE REQUIREMENTS OF  
24 SUBSECTION (1). IF THE STATE TAX COMMISSION DETERMINES THAT THE  
25 ASSESSING DISTRICT IS NOT OR WILL NOT TIMELY BE IN SUBSTANTIAL  
26 COMPLIANCE WITH THE REQUIREMENTS OF SUBSECTION (1), THE STATE TAX  
27 COMMISSION SHALL ASSUME JURISDICTION OVER THE ASSESSMENT ROLL AND



1 EITHER RETURN THE ROLL TO THE ASSESSING DISTRICT AFTER IT  
 2 DEMONSTRATES ITS ABILITY TO COMPLY OR PROVIDE FOR THE PREPARATION  
 3 OF THE ROLL ITSELF OR BY THE TAX OR EQUALIZATION DEPARTMENT THAT  
 4 SERVICES THE ASSESSING DISTRICT. THE COSTS OF THE PREPARATION OF  
 5 THE ROLL BY THE STATE TAX COMMISSION OR THE COUNTY'S TAX OR  
 6 EQUALIZATION DEPARTMENT SHALL BE PAID BY THE ASSESSING DISTRICT. AS  
 7 USED IN THIS SUBDIVISION, "SUBSTANTIAL COMPLIANCE" MEANS THAT ANY  
 8 IDENTIFIED DEFICIENCIES DO NOT POSE A RISK THAT THE ASSESSING  
 9 DISTRICT IS UNABLE TO PERFORM THE ASSESSMENT FUNCTION. IN  
 10 DETERMINING WHETHER THE ASSESSING DISTRICT IS IN SUBSTANTIAL  
 11 COMPLIANCE, THE STATE TAX COMMISSION SHALL SPECIFICALLY DETERMINE  
 12 WHETHER THE ASSESSING DISTRICT HAS ALL OF THE FOLLOWING:

13 (i) PROPERLY DEVELOPED LAND VALUES.

14 (ii) ADEQUATE LAND VALUE MAPS.

15 (iii) AN ASSESSMENT DATABASE THAT IS NOT IN OVERRIDE.

16 (iv) PROPERLY DEVELOPED ECONOMIC CONDITION FACTORS.

17 (v) AN ANNUAL PERSONAL PROPERTY CANVASS AND SUFFICIENT  
 18 PERSONAL PROPERTY RECORDS ACCORDING TO DEVELOPED POLICY AND  
 19 STATUTORY REQUIREMENTS.

20 (vi) IF PROVIDING ONE PURSUANT TO SECTION 28(7) OR (8), A BOARD  
 21 OF REVIEW THAT OPERATES WITHIN THE JURISDICTIONAL REQUIREMENTS OF  
 22 THIS ACT.

23 (vii) AN ADEQUATE PROCESS FOR DETERMINING WHETHER TO GRANT OR  
 24 DENY EXEMPTIONS ACCORDING TO STATUTORY REQUIREMENTS.

25 (viii) AN ADEQUATE PROCESS FOR MEETING THE REQUIREMENTS OUTLINED  
 26 IN THE STATE TAX COMMISSION'S PUBLICATION ENTITLED, "SUPERVISING



1 PREPARATION OF THE ASSESSMENT ROLL".

2 (6) IF AN ASSESSING DISTRICT RECEIVES COUNTY-ASSESSING  
3 SERVICES UNDER SUBSECTION (2), THE COST OF THOSE COUNTY-ASSESSING  
4 SERVICES SHALL BE PAID BY THE COUNTY'S SHARE OF PROPERTY TAX  
5 ADMINISTRATION FEES, DETERMINED IN ACCORDANCE WITH SECTION 44(3)  
6 WHEN A LOCAL TAX COLLECTING UNIT DOES NOT ALSO SERVE AS ITS OWN  
7 ASSESSING UNIT, AND, IF NECESSARY, DIRECT CHARGE AS PROVIDED FOR IN  
8 SECTION 10D(6).

9 (7) AS USED IN THIS SECTION:

10 (A) "ADVANCED ASSESSING OFFICER" MEANS AN INDIVIDUAL CERTIFIED  
11 BY THE STATE TAX COMMISSION PURSUANT TO MCL 211.10D AS A MICHIGAN  
12 ADVANCED ASSESSING OFFICER(3) OR, IF THE STATE TAX COMMISSION  
13 CHANGES ITS CERTIFICATION DESIGNATIONS, AN INDIVIDUAL CERTIFIED BY  
14 THE STATE TAX COMMISSION TO PERFORM FUNCTIONS EQUIVALENT IN SCOPE,  
15 AS DETERMINED BY THE STATE TAX COMMISSION, TO THOSE THAT PREVIOUSLY  
16 COULD HAVE BEEN PERFORMED BY A MICHIGAN ADVANCED ASSESSING  
17 OFFICER(3).

18 (B) "MASTER ASSESSING OFFICER" MEANS AN INDIVIDUAL CERTIFIED  
19 BY THE STATE TAX COMMISSION PURSUANT TO MCL 211.10D AS A MICHIGAN  
20 MASTER ASSESSING OFFICER(4) OR, IF THE STATE TAX COMMISSION CHANGES  
21 ITS CERTIFICATION DESIGNATIONS, AN INDIVIDUAL CERTIFIED BY THE  
22 STATE TAX COMMISSION TO PERFORM FUNCTIONS EQUIVALENT IN SCOPE, AS  
23 DETERMINED BY THE STATE TAX COMMISSION, TO THOSE THAT PREVIOUSLY  
24 COULD HAVE BEEN PERFORMED BY A MICHIGAN MASTER ASSESSING  
25 OFFICER(4).

26 Sec. 28. (1) Those electors of the township appointed by the  
27 township board shall constitute a board of review for the township.



1 At least 2/3 of the members shall be property taxpayers of the  
2 township. Members appointed to the board of review shall serve for  
3 terms of 2 years beginning at noon on January 1 of each odd-  
4 numbered year. Each member of the board of review shall qualify by  
5 taking the constitutional oath of office within 10 days after  
6 appointment. The township board may fill any vacancy that occurs in  
7 the membership of the board of review. A member of the township  
8 board is not eligible to serve on the board or to fill any vacancy.  
9 A spouse, mother, father, sister, brother, son, or daughter,  
10 including an adopted child, of the assessor is not eligible to  
11 serve on the board or to fill any vacancy. A majority of the board  
12 of review constitutes a quorum for the transaction of business, but  
13 a lesser number may adjourn and a majority vote of those present  
14 shall decide all questions. At least 2 members of a 3-member board  
15 of review shall be present to conduct any business or hearings of  
16 the board of review.

17 (2) The township board may appoint 3, 6, or 9 electors of the  
18 township, who shall constitute a board of review for the township.  
19 If 6 or 9 members are appointed as provided in this subsection, the  
20 membership of the board of review shall be divided into board of  
21 review committees consisting of 3 members each for the purpose of  
22 hearing and deciding issues protested pursuant to section 30. Two  
23 of the 3 members of a board of review committee constitute a quorum  
24 for the transaction of the business of the committee. All meetings  
25 of the members of the board of review and committees shall be held  
26 during the same hours of the same day and at the same location.



1           (3) A township board may appoint not more than 2 alternate  
2 members for the same term as regular members of the board of  
3 review. Each alternate member shall be a property taxpayer of the  
4 township. Alternate members shall qualify by taking the  
5 constitutional oath of office within 10 days after appointment. The  
6 township board may fill any vacancy that occurs in the alternate  
7 membership of the board of review. A member of the township board  
8 is not eligible to serve as an alternate member or to fill any  
9 vacancy. A spouse, mother, father, sister, brother, son, or  
10 daughter, including an adopted child, of the assessor is not  
11 eligible to serve as an alternate member or to fill any vacancy. An  
12 alternate member may be called to perform the duties of a regular  
13 member of the board of review in the absence of a regular member.  
14 An alternate member may also be called to perform the duties of a  
15 regular member of the board of review for the purpose of reaching a  
16 decision in issues protested in which a regular member has  
17 abstained for reasons of conflict of interest.

18           (4) The size, composition, and manner of appointment of the  
19 board of review of a city may be prescribed by the charter of a  
20 city. In the absence of or in place of a charter provision, the  
21 governing body of the city, by ordinance, may establish the city  
22 board of review in the same manner and for the same purposes as  
23 provided by this section for townships.

24           (5) A majority of the entire board of review membership shall  
25 indorse the assessment roll as provided in section 30. The duties  
26 and responsibilities of the board contained in section 29 shall be  
27 carried out by the entire membership of the board of review and a



1 majority of the membership constitutes a quorum for those purposes.

2           (6) A COUNTY IN WHICH THE DIRECTOR OF TAX OR EQUALIZATION  
3 SERVES AS ASSESSOR OF RECORD FOR 1 OR MORE OF ITS ASSESSING  
4 DISTRICTS UNDER SECTION 10G(2) SHALL PROVIDE BOARDS OF REVIEW,  
5 STAFFED IN ACCORDANCE WITH RULES PROMULGATED BY THE STATE TAX  
6 COMMISSION, TO FULFILL ALL OF THE REQUIREMENTS THAT APPLY TO A  
7 LOCAL BOARD OF REVIEW UNDER THIS ACT, SUBJECT TO ALL OF THE  
8 FOLLOWING:

9           (A) THE COUNTY SHALL PROVIDE 3 SPECIALIZED BOARDS OF REVIEW,  
10 EACH TO SERVE THE ENTIRE COUNTY, AS FOLLOWS:

11           (i) ONE RESPONSIBLE FOR ALL OF THE DUTIES OF A LOCAL BOARD OF  
12 REVIEW UNDER THIS ACT INsofar AS THEY PERTAIN TO THE CLASSIFICATION  
13 AND VALUATION OF COMMERCIAL REAL PROPERTY, INDUSTRIAL REAL  
14 PROPERTY, COMMERCIAL PERSONAL PROPERTY, AND INDUSTRIAL PERSONAL  
15 PROPERTY.

16           (ii) ONE RESPONSIBLE FOR ALL OF THE DUTIES OF A LOCAL BOARD OF  
17 REVIEW UNDER THIS ACT INsofar AS THEY PERTAIN TO ANY CLAIM OF  
18 EXEMPTION FROM THE COLLECTION OF TAXES UNDER THIS ACT.

19           (iii) ONE RESPONSIBLE FOR ALL OF THE DUTIES OF A LOCAL BOARD OF  
20 REVIEW UNDER THIS ACT INsofar AS THEY PERTAIN TO ISSUES ARISING OUT  
21 OF SECTION 27A.

22           (B) THE COUNTY SHALL PROVIDE 1 OF THE FOLLOWING:

23           (i) A COUNTYWIDE GENERAL BOARD OF REVIEW RESPONSIBLE FOR ALL OF  
24 THE DUTIES OF A LOCAL BOARD OF REVIEW UNDER THIS ACT NOT DELEGATED  
25 TO A SPECIALIZED BOARD OF REVIEW UNDER SUBDIVISION (A).

26           (ii) A GENERAL BOARD OF REVIEW FOR EACH OF THE REGIONS THAT MAY



1 BE ESTABLISHED IN THE COUNTY UNDER SECTION 34(3)(K) RESPONSIBLE  
 2 WITHIN ITS REGION FOR ALL OF THE DUTIES OF A LOCAL BOARD OF REVIEW  
 3 UNDER THIS ACT NOT DELEGATED TO A SPECIALIZED BOARD OF REVIEW UNDER  
 4 SUBDIVISION (A) .

5 (C) ANY REFERENCE IN THIS ACT TO A BOARD OF REVIEW FOR A  
 6 TOWNSHIP, CITY, LOCAL TAX COLLECTING UNIT, ASSESSING DISTRICT OR  
 7 UNIT, OR OTHER SIMILAR LOCAL-UNIT DESIGNATION SHALL BE CONSIDERED A  
 8 REFERENCE TO A COUNTY-PROVIDED BOARD OF REVIEW PERFORMING PURSUANT  
 9 TO SUBDIVISION (A) OR (B) , AND A COUNTY-PROVIDED BOARD OF REVIEW,  
 10 WHEN PERFORMING PURSUANT TO SUBDIVISION (A) OR (B) , SHALL FOLLOW  
 11 ALL OF THE REQUIREMENTS THAT WOULD OTHERWISE APPLY TO A LOCAL BOARD  
 12 OF REVIEW, INCLUDING, BUT NOT LIMITED TO, ANY LOCAL POVERTY  
 13 GUIDELINES ADOPTED BY THE ASSESSING DISTRICT UNDER SECTION 7U.

14 (7) BOARDS OF REVIEW CREATED PURSUANT TO SUBSECTION (6) SHALL  
 15 SERVE EACH ASSESSING DISTRICT FOR WHICH THE COUNTY'S TAX OR  
 16 EQUALIZATION DIRECTOR SERVES AS ASSESSOR OF RECORD UNDER SECTION  
 17 10G(2) , EXCEPT THAT AN ASSESSING DISTRICT RECEIVING THAT SERVICE  
 18 MAY INDEPENDENTLY PROVIDE THE DISTRICT A BOARD OF REVIEW LIMITED TO  
 19 PERFORMING ALL OF THE DUTIES OF A LOCAL BOARD OF REVIEW UNDER THIS  
 20 ACT INsofar AS THEY PERTAIN TO VALUATION OF, AND EXEMPTION AND  
 21 TRANSFER-OF-OWNERSHIP DETERMINATIONS FOR, RESIDENTIAL REAL  
 22 PROPERTY.

23 (8) AN ASSESSING DISTRICT THAT EMPLOYS FOR ITSELF OR TOGETHER  
 24 WITH 1 OR MORE OTHER ASSESSING DISTRICTS A LOCAL ASSESSOR OF RECORD  
 25 UNDER SECTION 10G(1) SHALL DO 1 OF THE FOLLOWING:

26 (A) PROVIDE THE DISTRICT WITH A BOARD OF REVIEW PURSUANT TO  
 27 THIS SECTION RESPONSIBLE FOR ALL OF THE DUTIES OF A LOCAL BOARD OF



1 REVIEW UNDER THIS ACT.

2 (B) ACCEPT FOR THE DISTRICT THE SERVICES OF THE COUNTY'S  
3 BOARDS OF REVIEW CREATED AND MAINTAINED PURSUANT TO SUBSECTION (6).

4 (C) ACCEPT FOR THE DISTRICT THE SERVICES OF THE COUNTY'S  
5 BOARDS OF REVIEW CREATED AND MAINTAINED PURSUANT TO SUBSECTION (6),  
6 SUBJECT TO THE EXCEPTION THAT THE ASSESSING DISTRICT MAY  
7 INDEPENDENTLY PROVIDE FOR THE DISTRICT A BOARD OF REVIEW LIMITED TO  
8 PERFORMING ALL OF THE DUTIES OF A LOCAL BOARD OF REVIEW UNDER THIS  
9 ACT INSOFAR AS THEY PERTAIN TO VALUATION OF, AND EXEMPTION AND  
10 TRANSFER-OF-OWNERSHIP DETERMINATIONS FOR, RESIDENTIAL REAL  
11 PROPERTY.

12 (9) BEGINNING JANUARY 1, 2022, TO SERVE ON A BOARD OF REVIEW  
13 UNDER THIS ACT, WHETHER THE BOARD BE ONE PROVIDED BY THE ASSESSING  
14 DISTRICT OR BY THE COUNTY, AN INDIVIDUAL MUST MEET BOTH OF THE  
15 FOLLOWING QUALIFICATIONS:

16 (A) BY EDUCATION, EXPERIENCE, OR BOTH, POSSESS A SUBSTANTIAL  
17 LEVEL OF PROPERTY TAX EXPERTISE DETERMINED PURSUANT TO SPECIFIC  
18 QUALIFICATIONS PRESCRIBED BY THE STATE TAX COMMISSION.

19 (B) BE CERTIFIED BY THE STATE TAX COMMISSION AS ELIGIBLE TO  
20 SERVE AS A MEMBER OF THE PARTICULAR TYPE OF BOARD OF REVIEW FOR  
21 WHICH HE OR SHE IS SELECTED.

22 Sec. 34. (1) The county board of commissioners in each county  
23 shall meet in April each year to determine **THE** county equalized  
24 value, which ~~equalization~~ shall be completed and submitted along  
25 with the tabular statement required by section 5 of ~~Act No. 44 of~~  
26 ~~the Public Acts of 1911, being section 209.5 of the Michigan~~



1 ~~Compiled Laws, 1911 PA 44, MCL 209.5,~~ to the state tax commission  
 2 before the first Monday in May. The business ~~which~~ **THAT** the **COUNTY**  
 3 board **OF COMMISSIONERS** may perform shall be conducted at a public  
 4 meeting of the **COUNTY** board **OF COMMISSIONERS** held in compliance  
 5 with the open meetings act, ~~Act No. 267 of the Public Acts of 1976,~~  
 6 ~~as amended, being sections 15.261 to 15.275 of the Michigan~~  
 7 ~~Compiled Laws. 1976 PA 267, MCL 15.261 TO 15.275.~~ Public notice of  
 8 the time, date, and place of the meeting shall be given in the  
 9 manner required by ~~Act No. 267 of the Public Acts of 1976, as~~  
 10 ~~amended.~~ **THE OPEN MEETINGS ACT, 1976 PA 267, MCL 15.261 TO 15.275.**  
 11 Each year the county board of commissioners shall advise the local  
 12 taxing units ~~when~~ **IF** the state tax commission increases the  
 13 equalized value of the county as established by the ~~board of county~~  
 14 **BOARD OF** commissioners, and each taxing unit other than a city,  
 15 township, school district, intermediate school district, or  
 16 community college district, shall immediately reduce its maximum  
 17 authorized millage rate, as determined after any reduction ~~caused~~  
 18 ~~by~~ **PURSUANT TO** section 34d, so that ~~subsequent to~~ **AFTER** the  
 19 increase ordered by the state tax commission pursuant to ~~Act No. 44~~  
 20 ~~of the Public Acts of 1911, as amended, being sections 209.1 to~~  
 21 ~~209.8 of the Michigan Compiled Laws, 1911 PA 44, MCL 209.1 TO~~  
 22 **209.8,** total property taxes levied for that unit shall not exceed  
 23 that which would have been levied for that unit at its maximum  
 24 authorized millage rate, as determined after any reduction ~~caused~~  
 25 ~~by~~ **PURSUANT TO** section 34d, if there had not been an increase in  
 26 valuation by the state **TAX COMMISSION**. If its state equalized  
 27 valuation exceeds its assessed valuation by 5.0% or more in 1982 or



1 by any amount in 1983 or any year thereafter, a city or township  
2 shall reduce its maximum authorized millage rate, as determined  
3 after any reduction ~~caused by~~ **PURSUANT TO** section 34d, so that  
4 total property taxes levied for that unit do not exceed that which  
5 would have been levied based on its assessed valuation.

6 (2) The county board of commissioners shall examine the  
7 assessment rolls of the townships or cities and ascertain whether  
8 the real and personal property in the respective townships or  
9 cities has been equally and uniformly assessed at true cash value.  
10 If, on the examination, the county board of commissioners considers  
11 the assessments to be relatively unequal, it shall equalize the  
12 assessments by adding to or deducting from the valuation of the  
13 taxable property in a township or city an amount ~~which~~ **THAT** in the  
14 judgment of the county board of commissioners will produce a sum  
15 ~~which~~ **THAT** represents the true cash value of that property, and the  
16 amount added to or deducted from the valuations in a township or  
17 city shall be entered upon the records. The county board of  
18 commissioners and the state tax commission shall equalize real and  
19 personal property separately by adding to or deducting from the  
20 valuation of taxable real property, and by adding to or deducting  
21 from the valuation of taxable personal property in a township,  
22 city, or county, an amount ~~which~~ **THAT** will produce a sum ~~which~~ **THAT**  
23 represents the proportion of true cash value established by the  
24 legislature. Beginning December 31, 1980, the county board of  
25 commissioners and the state tax commission shall equalize  
26 separately the following classes of real property by adding to or



1 deducting from the valuation of agricultural, developmental,  
2 residential, commercial, industrial, and timber cutover taxable  
3 real property, and by adding to or deducting from the valuation of  
4 taxable personal property in a township, city, or county, an amount  
5 ~~as THAT~~ will produce a sum ~~which THAT~~ represents the proportion of  
6 true cash value established by the legislature. The tax roll and  
7 the tax statement shall clearly set forth the latest state  
8 equalized valuation for each item or property, which shall be  
9 determined by using a separate factor for personal property and a  
10 separate factor for real property as equalized. Beginning December  
11 31, 1980, the tax roll and the tax statement shall clearly set  
12 forth the latest state equalized valuation for each item or  
13 property, which shall be determined by using a separate factor for  
14 personal property and a separate factor for each classification for  
15 real property as equalized. Factors used in determining the state  
16 equalized valuation for real and personal property on the tax roll  
17 shall be rounded up to not less than 4 decimal places. Equalized  
18 values for both real and personal property shall be equalized  
19 uniformly at the same proportion of true cash value in the county.  
20 The county board of commissioners shall also cause to be entered  
21 upon its records the aggregate valuation of the taxable real and  
22 personal property of each township or city in its county as  
23 determined by the county board **OF COMMISSIONERS**. The county board  
24 of commissioners shall also make alterations in the description of  
25 any ~~land~~ **PROPERTY** on the rolls ~~as is~~ necessary to render the  
26 descriptions conformable to the requirements of this act. After the  
27 rolls are equalized, each shall be certified to by the chairperson



1 and the clerk of the **COUNTY** board **OF COMMISSIONERS** and be delivered  
 2 to the supervisor of the proper township or city, who shall file  
 3 and keep the roll in his or her office.

4 (3) The county board of commissioners of a county shall  
 5 establish and maintain a department to survey assessments and  
 6 assist the board of commissioners in the matter of equalization of  
 7 assessments, and may employ in that department **NECESSARY** technical  
 8 and clerical personnel. ~~which in its judgment are considered~~  
 9 ~~necessary.~~ The personnel of the department shall be under the  
 10 direct supervision and control of a director of the tax or  
 11 equalization department who may designate an employee of the  
 12 department as his or her deputy. The director of the county tax or  
 13 equalization department shall be appointed by the county board of  
 14 commissioners. The county board of commissioners, through the  
 15 department, may furnish assistance to local assessing officers **AND**  
 16 **LOCAL BOARDS OF REVIEW** in the performance of duties imposed upon  
 17 those officers **AND BOARDS** by this act, including the development  
 18 and maintenance of accurate property descriptions, the discovery,  
 19 listing, and valuation of properties for tax purposes, and the  
 20 development and use of uniform valuation standards and techniques  
 21 for the assessment of property. **THE COUNTY BOARD OF COMMISSIONERS**  
 22 **SHALL ALSO, THROUGH THE DEPARTMENT, ESTABLISH AND MAINTAIN A COUNTY**  
 23 **ASSESSING OFFICE, OVERSEEN AND ADMINISTERED BY A COUNTY ASSESSOR**  
 24 **CERTIFIED AS A MASTER ASSESSING OFFICER OR ADVANCED ASSESSING**  
 25 **OFFICER BY THE STATE TAX COMMISSION, TO ASSIST THE DIRECTOR OF TAX**  
 26 **OR EQUALIZATION IN THE PERFORMANCE OF HIS OR HER DUTIES UNDER**



1 SECTION 10G(2). THE COUNTY ASSESSING OFFICE SHALL PERFORM ALL OF  
2 THE DUTIES PROVIDED FOR IN SUBDIVISIONS (A) TO (I) AND MAY  
3 UNDERTAKE 1 OR MORE OF THE ACTIVITIES PROVIDED FOR IN SUBDIVISIONS  
4 (J) TO (O), AS FOLLOWS:

5 (A) USE A COMPUTER-ASSISTED MASS APPRAISAL SYSTEM THAT IS  
6 APPROVED BY THE STATE TAX COMMISSION AS HAVING SUFFICIENT SOFTWARE  
7 CAPABILITIES TO MEET THE REQUIREMENTS OF THIS ACT AND TO STORE AND  
8 BACK UP NECESSARY DATA.

9 (B) FOLLOW A POLICY APPROVED BY THE STATE TAX COMMISSION FOR  
10 THE PUBLIC INSPECTION OF ITS RECORDS.

11 (C) MAINTAIN REASONABLE OFFICE HOURS AND TELEPHONE  
12 AVAILABILITY, INCLUDING AT LEAST 8 HOURS PER WEEK DURING WHICH THE  
13 COUNTY ASSESSOR IS PHYSICALLY PRESENT IN THE OFFICE, AND NORMAL  
14 BUSINESS HOURS THROUGHOUT THE WEEK DURING WHICH THE COUNTY ASSESSOR  
15 IS AVAILABLE BY TELEPHONE AND ELECTRONIC MAIL.

16 (D) PROVIDE TAXPAYERS ONLINE ACCESS TO INFORMATION REGARDING  
17 ITS ASSESSMENT SERVICES, INCLUDING, BUT NOT LIMITED TO, PARCEL  
18 INFORMATION, LAND VALUE MAPS, LAND ADJUSTMENTS, AND ECONOMIC  
19 CONDITION FACTORS.

20 (E) PROVIDE NOTICE TO TAXPAYERS OF ALL CHANGES IN ASSESSMENT  
21 AND DENIALS OF EXEMPTION CLAIMS.

22 (F) PROVIDE A PROCESS BY WHICH AN ASSESSMENT ADMINISTRATION  
23 BOARD OR THE COUNTY ASSESSOR OR HIS OR HER DESIGNEE, PURSUANT TO  
24 STATE TAX COMMISSION GUIDANCE, INFORMALLY HEARS AND ATTEMPTS TO  
25 RESOLVE ASSESSMENT VALUATION DISPUTES BROUGHT BY TAXPAYERS BEFORE  
26 THE MARCH MEETING OF THE BOARD OF REVIEW.

27 (G) MEET INTERNATIONAL ASSOCIATION OF ASSESSING OFFICERS



1 STANDARDS REGARDING RECOMMENDED STAFFING LEVELS BASED ON THE NUMBER  
2 AND COMPLEXITY OF PARCELS ACROSS ALL SERVED ASSESSING DISTRICTS,  
3 UNLESS THE STATE TAX COMMISSION GRANTS A WAIVER, IN ACCORDANCE WITH  
4 COMMISSION GUIDANCE, BASED ON A DETERMINATION THAT THE STAFFING  
5 LEVELS OF THE COUNTY ASSESSING OFFICE ARE SUFFICIENT TO PERFORM THE  
6 ASSESSMENT FUNCTION.

7 (H) ASSURE THAT ITS SUPPORT STAFF IS SUFFICIENTLY TRAINED,  
8 REQUIRE THAT ITS ASSESSORS MAINTAIN THEIR CERTIFICATION LEVELS, AND  
9 REQUIRE THAT MEMBERS OF ITS BOARDS OF REVIEW ANNUALLY ATTEND BOARD  
10 OF REVIEW TRAINING APPROVED BY THE STATE TAX COMMISSION.

11 (I) DEDICATE ALL REVENUES COLLECTED FROM ITS SHARE OF PROPERTY  
12 TAX ADMINISTRATION FEES, AS DESCRIBED IN SECTION 10G(6), TO  
13 ASSESSMENT ADMINISTRATION.

14 (J) EMPLOY AS DEPUTY COUNTY ASSESSOR AN INDIVIDUAL CERTIFIED  
15 BY THE STATE TAX COMMISSION AS AN ADVANCED ASSESSING OFFICER OR A  
16 MASTER ASSESSING OFFICER.

17 (K) ESTABLISH APPRAISAL REGIONS WITHIN THE COUNTY AS NEEDED TO  
18 IMPROVE THE EFFICIENCY OF THE COUNTY ASSESSOR'S OFFICE, AND, FOR  
19 EACH APPRAISAL REGION, APPOINT A DIRECTOR, CERTIFIED AS AN ADVANCED  
20 ASSESSING OFFICER OR MASTER ASSESSING OFFICER BY THE STATE TAX  
21 COMMISSION, TO APPRAISE ALL REAL PROPERTY WITHIN THE REGION THAT IS  
22 NOT CLASSIFIED AS INDUSTRIAL OR COMMERCIAL REAL PROPERTY.

23 (L) EMPLOY A REAL PROPERTY DIRECTOR, CERTIFIED AS AN ADVANCED  
24 ASSESSING OFFICER OR MASTER ASSESSING OFFICER BY THE STATE TAX  
25 COMMISSION, TO APPRAISE ALL REAL PROPERTY WITHIN THE REGION THAT IS  
26 CLASSIFIED AS INDUSTRIAL OR COMMERCIAL REAL PROPERTY IN THE COUNTY.



1 (M) EMPLOY A PERSONAL PROPERTY DIRECTOR, CERTIFIED AS AN  
 2 ADVANCED ASSESSING OFFICER OR MASTER ASSESSING OFFICER BY THE STATE  
 3 TAX COMMISSION, TO APPRAISE AND AUDIT ALL PERSONAL PROPERTY IN THE  
 4 COUNTY.

5 (N) EMPLOY AN APPEALS DIRECTOR, CERTIFIED AS AN ADVANCED  
 6 ASSESSING OFFICER OR MASTER ASSESSING OFFICER BY THE STATE TAX  
 7 COMMISSION, TO MANAGE PROPERTY TAX APPEALS PERTAINING TO PROPERTY  
 8 IN THE COUNTY.

9 (O) EMPLOY ADDITIONAL ASSESSORS AS NEEDED TO IMPROVE THE  
 10 EFFICIENCY OF THE OFFICE.

11 (4) The supervisor of a township or, with the approval of the  
 12 governing body, the certified assessor of a township or city, or  
 13 the intermediate district board of education, or the board of  
 14 education of an incorporated city or village aggrieved by the  
 15 action of the county board of commissioners ~~in~~ equalizing the  
 16 valuations of the townships or cities of the county ~~may~~ appeal  
 17 from the determination to the ~~state~~-tax tribunal in the manner  
 18 provided by law. An appeal from the determination by the county  
 19 board of commissioners shall be filed with the clerk of the  
 20 tribunal by a written or printed petition ~~which~~ **THAT** shall set  
 21 forth in detail the reasons for taking the appeal. The petition  
 22 shall be signed and sworn to by the supervisor, the certified  
 23 assessor, or a majority of the members of the board of education  
 24 taking the appeal, shall show that a certain township, city, or  
 25 school district has been discriminated against in the equalization,  
 26 and shall ~~pray~~ **REQUEST** that the ~~state~~-tax tribunal proceed at its  
 27 earliest convenience to review the action from which the appeal is



1 taken. The ~~state-tax~~ tribunal shall, upon hearing, determine if ~~in~~  
 2 ~~its judgment there is a showing that~~ the equalization complained of  
 3 is unfair, unjust, inequitable, or discriminatory. The ~~state-tax~~  
 4 tribunal ~~shall have~~ **HAS** the same authority to consider and pass  
 5 upon the action and determination of the county board of  
 6 commissioners in equalizing valuations as it has to consider  
 7 complaints relative to the assessment and taxation of property. The  
 8 ~~state-tax~~ tribunal may order the county board of commissioners to  
 9 reconvene and to cause the assessment rolls of the county to be  
 10 brought before it, may summon the commissioners of the county to  
 11 give evidence in relation to the equalization, and may take further  
 12 action and may make further investigation ~~in the premises~~ as it  
 13 considers necessary. The ~~state-tax~~ tribunal shall fix a valuation  
 14 on all property of the county. If the ~~state-tax~~ tribunal decides  
 15 that the determination and equalization made by the county board of  
 16 commissioners is correct, further action shall not be taken. If the  
 17 ~~state-tax~~ tribunal, after the hearing, decides that the valuations  
 18 of the county were improperly equalized, it shall proceed to make  
 19 deductions from, or additions to, the valuations of the respective  
 20 townships, cities, or school districts as ~~may be considered proper,~~  
 21 ~~and in so doing the tribunal shall have~~ **NECESSARY, WITH** the same  
 22 powers as ~~THAT~~ the county board of commissioners had in the first  
 23 instance. The deductions or additions shall decrease or increase  
 24 the state equalized valuation of the local unit affected but shall  
 25 not increase or decrease the total state equalized valuation of the  
 26 county in the case of an appeal under this section to the ~~state-tax~~



1 tribunal. If the tax tribunal finds that the valuations of a class  
 2 of property in a county were improperly equalized by that county  
 3 and determines that the total value of that class of property in  
 4 the county may not be at the level required by law, ~~prior to~~ **BEFORE**  
 5 entry of a final order, ~~the~~ tax tribunal shall forward its  
 6 findings and determination to the state tax commission. Within 90  
 7 days after receiving the findings and determination of the tax  
 8 tribunal, the state tax commission shall determine whether the  
 9 state equalized valuation of that class of property in the county  
 10 was set at the level prescribed by law or should be revised to  
 11 provide uniformity among the counties and shall enter an order  
 12 consistent with the state tax commission's findings. The tax  
 13 tribunal shall enter a final order based upon the revised state  
 14 equalized valuation, if any, ~~which~~ **THAT** is adopted by the state tax  
 15 commission. The ~~state~~-tax tribunal immediately after completing its  
 16 revision of the equalization of the valuation of the several  
 17 assessment districts shall report its action to the county board of  
 18 commissioners and board of education if the board has instituted  
 19 the appeal by filing its report with the clerk of the county board  
 20 of commissioners. The action of the ~~state~~-tax tribunal ~~in the~~  
 21 ~~premises~~ shall constitute the equalization of the county for the  
 22 tax year.

23 ~~— (5) For purposes of appeals pursuant to subsection (4) in 1981~~  
 24 ~~only, an agent of a supervisor, including an assessor, shall be~~  
 25 ~~considered to have the authority to file and sign a petition for an~~  
 26 ~~appeal, and any otherwise timely submitted petition in 1981 by an~~  
 27 ~~agent of a supervisor shall be reviewed by the tribunal as if~~



1 ~~submitted by the supervisor.~~

2       Enacting section 1. This amendatory act takes effect January  
3 1, 2019.

4       Enacting section 2. It is the intent of the legislature to  
5 appropriate sufficient money to provide funding for training and  
6 start-up costs for the transition of assessment and board-of-review  
7 services to the county level pursuant to this amendatory act,  
8 including, but not limited to, necessary costs incurred to increase  
9 the number of assessors certified by the state tax commission as  
10 master assessing officers and advanced assessing officers and to  
11 train and certify members of local, regional, and specialized  
12 boards of review.



5.16.18

Several Assessors - and County Equalization Directors met with Bob Anderson from Rep. Lee Chatfield's office last week in Rudyard. He had indicated that Mr Chatfield was not aware of the proposed legislation and it was not even listed as being in any committee. It does not have a sponsor and no one he talked to knew who was moving it along- much less to have "draft 5" out there.

He was going to go back and Mr. Chatfield was going to make a some calls to find out more about who is behind it. He is going to keep in touch with us through the "Great Lakes Assessor and Directors" to keep his e-mail from getting overloaded we were going to be his main contact for the assessors in the EUP and Mackinaw County.

If you have any comments about the attached proposal please - let us know and we will forward the concerns to Mr Anderson as a group.

**Sharon Kennedy- Tina Fuller**

May 18, 2018

Thank you so much for sending in your thoughts and concerns on this issue. Attached is the response that MAA sent to Treasurer Khouri, along with the responses I received from our members - some were not included simply because they were not received in time to include by last Friday - though they are included. MAA leadership was charged with formulating these responses into concrete suggestions for changes. My goal of sharing this with you is so you know that the MAA Board has expressed the concerns of our members, and will be working on behalf of our members to make this bill something we can all live with.

I spoke directly with Treasurer Khouri yesterday and now know that the intent from the start was to get the bill introduced-without a vote and provide adequate time to work on hammering out the details throughout the summer. He acknowledged that they may have gone about this wrong by giving such a short window to respond before getting the bill introduced. However, he is interested in hearing what we have to say and wants our input. A letter from him expressing just that is also attached.

MAA's Legislative Chair, Ruth Scott spoke with Senator Jim Stamas, who will be sponsoring the bill in the Senate. Senator Stamas has been involved in local government for many years prior to serving in both the Michigan House and Senate. As such, he has a good understanding of the broad range of issues involved and the importance of the work we do. He wanted to convey that this is the beginning of a conversation and it is his intention to meet with the various stakeholders over the summer to craft the best solution to the issues raised.

I believe, as most of us do, that there is always room for improvement within our profession. I think we can all agree that the purpose of the bill is in the best interest of the profession, but the details need significant work. The proposal as written will not work for all counties or governmental units in the state. I promise that MAA Leadership will work diligently with the Treasurer, Legislators and the other stakeholders, to address your collective concerns and make this proposal better. I appreciate insight and thoughts you have shared and am open to further communication. However, I don't feel that hundreds of us making direct contact with Treasurer Khouri is the way to accomplish the changes that are needed. Please share your thoughts and concerns with your MAA District Representatives - or me, directly, and allow us to speak up for and on behalf of our members, as we should.

I feel that we are being given a unique opportunity to sit at the table and help transform the Michigan assessing world in a way that will create more uniformity and efficiencies, along with providing for better educated and qualified assessors. I very much appreciate MAA members allowing us [MAA leadership] to work with the Treasurer and Legislators throughout the summer toward our common goal of making our profession the best it can be.

[Members' Assessing Reform Proposal Response](#)

[Letter to MAA from State Treasurer Khouri](#)

Best regards,  
Amy L. DeHaan, MAA President  
Michigan Assessors Association

<https://www.maa-usa.org>  
(eAlert # 05182018)

Hello Everyone,

Well, if you haven't already heard, there is a sponsor for the assessing reform proposal. Here is the link

<http://legislature.mi.gov/doc.aspx?2018-HB-6049>

James Lower is the sponsor

You will need to copy and past the link into your web browser.

This morning I was party to a conference call with Senator Casperson's office. It is imperative that local townships, cities and counties submit a resolution of opposition to our local representatives. Since there is a sponsor for the bill and it has been introduced to the house - please act quickly.

The call this morning was very good - the concerns were shared and action is needed to reflect the harm this proposal will do to local unit assessing and the assessing profession as a whole.

I will be compiling the comments that were received from the 'Assessing Reform Questions' handout from our annual meeting. That letter will be sent on to Beau LaFave and Sara Cambensy. However, I will submit a draft for our membership to review either later today or tomorrow morning. The letter will be sent out Friday, May 25th.

Have a great day!

- Sue

Susan K. Bovan, MAAO, MCPPE  
UPAA Secretary/Treasurer  
906-387-1010

We are on facebook at <https://m.facebook.com/upaa1981>

**FAITHORN TOWNSHIP**  
**W8283 BIRD ROAD**  
**VULCAN MI 49892**  
**906-438-2221**

Supervisor:	Jeff Kiser	Trustee:	William DeVoe
Clerk:	Kathleen Branz	Trustee:	Ann Marie Gurgall
Treasurer:	Mary Pollard		

May 23, 2018

Faithorn Township is opposed to bill HB6049. After reviewing said bill, we feel the requirement of Level 3 and Level 4 Assessors is unreasonable. There are not enough Level 3 and Level 4 Assessors in the State of Michigan to fulfill requirements of this proposed legislation.

Having a County wide Board of Review will put the residents at a great disadvantage due to the travel in Menominee County, it could be up to 100 miles one way to reach the Court House. The County seat is at the extreme southern end of the Menominee County and the County is up to 100 miles long.

It will create a hardship on the County to add this level of staffing to uphold the requirements of this law.

Therefore: Faithorn Township opposing proposed bill HB6049.

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Kathleen Branz

Faithorn Township Clerk

[pbranz@alphacomm.net](mailto:pbranz@alphacomm.net)

RICK SNYDER  
GOVERNOR



NICK A. KHOURI  
STATE TREASURER

STATE OF MICHIGAN  
DEPARTMENT OF TREASURY  
LANSING

May 23, 2018

Contact: [Ron Leix](#), Treasury, 517-335-2167

## *Gov. Rick Snyder and State Treasurer Nick Khouri Applaud Legislative Action to Improve the Way Michigan Administers Property Taxes*

*More than \$14 Billion in Property Taxes Collected Annually*

LANSING, Mich. – Gov. Rick Snyder and State Treasurer Nick Khouri today commended state Rep. James Lower and state Sen. Jim Stamas for introducing legislation that would dramatically improve the way Michigan assesses and collects the state’s \$14 billion in property taxes.

“I thank Representative Lower and Senator Stamas for their leadership in introducing this legislation and look forward to working with my legislative and local government partners throughout the summer as we develop a solution to this emerging issue,” Gov. Snyder said.

The two property tax reform bills—[House Bill 6049](#) and [Senate Bill 1025](#)—would update property assessing laws to specify minimum quality standards that every city, township or county assessing office must meet. The change is intended to improve taxpayer and local government fairness by providing transparent and consistent assessments.

In addition, the goal is to provide dollars for training and start-up to bolster the state’s shrinking assessor and board of review talent pools.

In Michigan, more than 1,500 local units of government are responsible for uniformly assessing property statewide and more than 1,500 local boards of review are responsible for quality control. Currently, there are approximately 150 master-level assessors equipped to handle complex assessments for the state’s local entities, with about half of these type of assessors nearing retirement in the coming years.

“I applaud the Michigan Legislature for taking up this highly complex but important topic,” Khouri said. “We must develop a framework that creates accurate property tax assessments statewide. Restoring taxpayer faith in the property tax system continues Michigan’s comeback in an increasingly competitive marketplace.”

## 2018 Michigan Property Assessing Reform Proposals

Proposed Reform	Treasury Proposal	MTA Proposal	Core Principle(s)
Minimum training standards for assessor of record	Level 3 or 4 subject to State Tax Commission (STC) rating	Develop data to establish if there is a relationship between entity size, current certification requirements and ability to adequately perform assessing	Accurately determine by data the factors affecting assessing quality
Elected officials assessing for their own district/assessing jurisdiction -	Prohibit	<ul style="list-style-type: none"> <li>• Allow</li> <li>• Township board could remove assessing duties if performance standards not being met, following opportunity to correct (same oversight as for appointed assessors)</li> </ul>	<ul style="list-style-type: none"> <li>• Treasury proposal would exacerbate assessor shortage.</li> <li>• Elected township officials know their areas and have high expertise in determining economic condition factors.</li> <li>• Assessor accountability to township board should be the same for elected and appointed assessors.</li> <li>• Township board is equally accountable under the law regardless whether assessor is appointed or elected.</li> </ul>

<p>Assessing districts eligibility criteria</p>	<ul style="list-style-type: none"> <li>• At least 5,000 parcels generating minimum \$12 million in property taxes per year</li> <li>• Level 3 or level 4 assessor according to STC criteria</li> </ul>	<p>Assessing district meets quality performance criteria</p>	<ul style="list-style-type: none"> <li>• Reorganization should be required if there are significant and systematic assessing quality issues. Quality assessing entities should be allowed to continue.</li> <li>• Parcel threshold hits northern Michigan jurisdiction disproportionately due to preponderance of federal/state/conservancy land.</li> </ul>
<p>Assessing office hours</p>	<p>Provide full-time service unless waived</p>	<p>Require minimum office hour standards according to population</p>	<p>Treasury's proposal is impractical and excessive for many communities and will provide little value compared to increased costs.</p>

<p>Quality measures</p>	<ul style="list-style-type: none"> <li>• Land values properly developed</li> <li>• Land value maps</li> <li>• Database not in override</li> <li>• Properly developed economic condition factors</li> <li>• Annual personal property canvass</li> <li>• Sufficient personal property records</li> <li>• Local board of review operating according to law</li> <li>• Adequate process for determining lawful exemptions</li> <li>• Meet STC standards for “supervising preparation of the assessment roll”</li> <li>• Use computer-assisted mass appraisal system</li> <li>• STC transparency standards for public inspection of records</li> <li>• Maintain reasonable office hours</li> </ul>	<ul style="list-style-type: none"> <li>• General agreement with quality measures developed consistent with Marshall/Swift assessing principles</li> <li>• Office hour requirement should be tied to jurisdiction size.</li> <li>• Waivers of online assessing records should be provided to entities that do not have high-speed internet access.</li> <li>• International Association of Assessing Officers staffing levels should not be mandated for entities that are meeting performance standards.</li> <li>• Property tax administration fee revenues are currently dedicated to these purposes by state statute.</li> </ul>	<ul style="list-style-type: none"> <li>• Local assessing entities must develop and maintain uniform and lawful property assessments.</li> <li>• MTA does not support arbitrary and capricious performance measures and does not defend entities that do not assess according to the state Constitution, statutes and generally accepted assessing practices.</li> </ul>
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Quality measures continued	<ul style="list-style-type: none"><li>• Provide taxpayers online access to assessing information</li><li>• Provide taxpayers notice of assessment changes and exemption claim denials</li><li>• Meet International Association of Assessing Officers staffing level recommendations</li><li>• Train support staff and board of review members</li><li>• Assessors maintain certification levels</li><li>• Property tax administration fee revenues dedicated to assessing and tax collections</li></ul>		
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Assessing entities sharing assessor of record		Permissive for entities meeting performance standards; required if not meeting performance standards following reasonable period to make corrections	Forced consolidations should be required to solve documented, unresolved problems, not required of units that are performing well or taking appropriate steps to address deficiencies.
Assessing entity consolidation	Mandated for entities with more than \$12 million total collections and more than 5,000 parcels	Required for entities not meeting performance standards following reasonable period to make corrections	These drastic changes will be extraordinary to accomplish given current labor shortage of high-level assessors and will be costly to entities with limited resources without state funding. Applying to entities that do not meet performance standards will create additional incentives to elevate assessing practices where needed.
Minimum assessing certification standard for counties	Counties providing assessing services required to have a level 4 assessor	Oppose	Creates a disincentive for townships to contract with counties due to unnecessary cost of the higher-level assessor

Counties providing assessing services to be in substantial compliance with quality standards	<ul style="list-style-type: none"> <li>Assessor of record must be the equalization director</li> <li>Level 4 assessor</li> <li>Be in compliance with all legal requirements and STC rules</li> <li>Same quality measures as other assessing districts</li> </ul>	Support in regard to quality performance standards; oppose the level 4 certification requirement	All assessing entities should be held to the same performance standards.
Number of other counties with which an assessing county could contract	County providing assessing services for no more than one other county	No position	The dual role of county offices as both assessor and equalization will require further study to ensure proper oversight and segregation of duties.
Quality standard monitoring system	STC to develop	Improve existing Audit of Minimum Assessing Requirements (AMAR) review to eliminate subjectivity	
Phase in		Agree in principle to a multi-year phase-in if adopted; there should also be progress benchmarks established that would allow for extending implementation if assessor labor supply is not expanding adequately.	
County assessing structure developed including officer qualifications and responsibilities	Model developed	No position	

Training and start-up funding	State provides	MTA supports; if implemented, mandates should be tie-barred to annual state budget appropriation or dedicate state funding source.	Smaller entities will experience disproportionate and substantial assessing cost increases if implemented.
Number of level 3 and level 4 assessors	State increase	Agree, although the state does not have infinite influence on achieving this objective	This element should be pursued regardless of the outcome of the rest of the reform proposal.
Operational funding	Provided pursuant to existing law	Agree in part; the state should be a reliable and permanent funding partner to local property assessing.	The State Education Tax (SET) is cited as a reason for the need for assessing reforms to ensure the State fully collects SET revenues. This reasoning also supports the argument that the state should play a larger role in assessment administration.

<p>Regionalized and specialized boards of review</p>	<ul style="list-style-type: none"> <li>• To handle commercial and industrial property, all exemptions and ownership transfers</li> <li>• Stand-alone assessing entities can use regionalized and specialized boards of review</li> <li>• Local units assessed by county can maintain their own residential board of review.</li> <li>• Minimum standards for board of review members</li> <li>• State shall provide training and start-up funding.</li> <li>• STC to certify board of review members</li> <li>• County board of review to follow all local board of review requirements</li> </ul>	<ul style="list-style-type: none"> <li>• As commercial and industrial property owners can bypass boards of review, specialized board of review for them are unnecessary.</li> <li>• Reasonable board of review member training standards are supported by MTA.</li> <li>• Agree to state training and start-up funding. Suggest contracting training to existing training entities.</li> <li>• Certification of board of review members; assuming this would require testing, should be postponed until after training is established and evaluated.</li> <li>• Supports optional multi-jurisdictional boards of review</li> </ul>	<p>Local boards of review provide a high level of trust and accessibility.</p>
<p>Maintain a statewide valuation database</p>	<p>Not addressed in proposal</p>	<p>Supports</p>	<p>Improve valuation determinations and defense with multi-jurisdiction data</p>

STC staff with actual assessing experience provide local assessors with technical assistance and support	Not addressed in proposal	Supports	STC staff should be a resource for assessors and local officials. Currently, high level of distrust of STC staff by local assessors; perception they do not know practical assessing nuances. Adversarial demeanor.
Assessing function flexibility	Not addressed in proposal	Create more options for local governments to administer parts of the assessing function in-house while using inter-local agreements for assessment elements that could be done better cooperatively with other entities	Give local entities option to contract portions of roll, such as commercial and industrial, rather than all or nothing
Funding assessing services	Current funding system; local entity general funds and option of levying property tax administration fee	Provide financial support through restoring statutory revenue sharing or create a new revenue stream dedicated to local government assessment administration	The state should be a financial partner consistent with its regulatory oversight and as a tax-levying entity (state education tax). Increased costs should not be taxpayer expense.
Local governing body oversight and accountability	Not addressed in proposal	STC to require BS&A Software to create an accountability report documenting compliance with performance standards	Would give local elected officials a valuable tool to hold assessors accountable

Property tax exemption application review	Regional boards of review	STC to determine	Processing exemptions has become excessively burdensome and unduly complicated; state should handle
Field work employees who collect data, take measurements	Not addressed in proposal	New training and certification program	Assessing staff who do not make valuation determinations should have a separate certification and training standard to remove barrier to employment entry.
Township board oversight of assessing function	Not addressed in proposal	Remove “chief assessing officer” title for untrained, noncertified supervisors	Align board role as employer and its authority for monitoring and oversight
Continue decertification of assessors who continually fail quality performance evaluations	Not addressed in proposal	Township government is synonymous with quality.	MTA does not condone or support poor assessing performance.

## ASSESSING REFORM QUESTIONS

- **UPAA MEMBERSHIP RESPONSE (from Central U.P.)**

AMAR satisfies what's outlined in this proposal. Revamping the assessing function to improve the standards is not necessary when AMAR is in place to accomplish the same thing.

Trying to put everyone up in certification may sound like a noble idea, however the increased certification doesn't guarantee the finished product will improve. A proficient Level II can be as good as an upper level certified assessor so long as they practice what they've learned in gaining their certification. A Level III or IV can become complacent just like a Level II or stretched too thin in their duties just like anyone else.

Funding the increased certification is uncertain...they refer to "start-up funding" but how much is it and for how long? District or County assessing supposedly would be covered by utilizing 1% administration fee however what if that's not enough to cover the costs to assess/administer a unit? They mention Sec. 10d(6) as additional ways to charge a unit from the county standpoint, but what if the unit objects to the fee?

Going to regional or county-wide assessing will erode local control of the assessing function. BOR's could all end up at the county level further hampering a taxpayers ability to dispute an assessment valuation....it's possible for BOR members to be all from one city trying to decide valuation disputes in a rural township where they have no connection or knowledge of the property.

In short, not enough time was given to respond to this proposal. Assessors and Equalization organizations should have been in on the ground floor of these discussions long before this proposal was presented so late in the game. Lack of dialogue and constructive feedback means we'll have a bill introduced that will have many flaws that will have to be ironed out, re-written or perhaps shelved due to lack of input from the people in the trenches.

- **UPAA MEMBERSHIP RESPONSE (from Central U.P.)**

Here's my 2 cents regarding this proposed legislation:

1) requires all townships and/or counties to post ECF and Land Value Maps to web site. I live 30 minutes south of Lansing and the neighboring township to me doesn't have internet access. So this is not even possible in a number of units throughout the state. Great idea, but need to do some homework Lansing!

2) According to the 5th draft, Delta would have to hire 6 Advanced or Master Assessors to comply, seriously?

2) even if they phase this in, there are not enough Advanced and Master Assessor certifications to make it work. There are only 124 Master Assessor currently and about 1/3 of them are retired or work contractually like myself.

3) I have said this since I began my career, we need an apprenticeship for new assessors. We all can be book smart but to actually do the work you need to work under someone for at least 6 months to a year to go through the process.

- **UPAA MEMBERSHIP RESPONSE (from Central U.P.)**

STC members must have at least five (5) years practical experience assessing a township, city or village.

- **UPAA MEMBERSHIP RESPONSE (from Central U.P)**

Eliminating MCAO's does not solve the problem. If a MCAO fails an AMAR – assign them to a MAAO during the time they are working their plan.

MCAO's should be assigned a MAAO mentor for the first assessing year following “passing” a test.

I do agree with combining Board of Reviews in a geographic area – that makes sense. Which will be a cost savings to local units.

Review “stats” for local units – number of commercial and industrial for many units are too small to count. This leaves residential and ag which is appropriate for most MCAO's.

Most counties are not able to follow the “Oakland County” model – especially if all positions must be employees and MAAO – fiscally irresponsible.

- **UPAA MEMBERSHIP RESPONSE (from Western U.P.)**

Here are a few question posed to me, after reading the Proposal Draft Bill I was not clear on.

What is going to happen to MCAO/Level 2?

What is the purpose of the 24 months period after the notice of intent?

Many questions about the future of current MAAO/Level 3 Equalization Directors, here is a scenario:

If County “A” does not employ a MMAO/Level 4 Equalization Director, but contract with County “B” that has a MMAO/Level 4 Equalization Director for the Provision of County-Assessing Services. Does County “A” still employ their own Equalization Director or keep their current MAAO/Level 3 Director for the duties of an Equalization Department?

If a Township has an Assessor hired at the correct level and before 12-31-21 dies, retires, moves, or just quits, what happens to that Township?

One last question and everyone is asking! How much will this cost and who will pay. We need to have some idea of the cost and “who pays who”, so we can tell the people holding the purse strings.

- **UPAA MEMBERSHIP RESPONSE (from Western U.P.)**

Are they going to make the required training financially and geographically possible?

Does this extra work require more pay based on Headlee?

Is there going to be somewhere to go for help or advice for these changes?

If County does not collect current tax are they taking the 1% Admin fee from the struggling units? How will this be compensated?

There are contradicting numbers on the 5,000 parcel minimum vs. IAAO standard of 4,400 minimum parcel.

This MAAO requirement will put some people out of jobs. There is a shortage of assessors in the U.P. already.

- **UPAA MEMBERSHIP RESPONSE (from Central U.P.)**

It seems to me that this proposal is very clearly designed to change the way in which rural assessing is done - not urban or more densely populated units, regardless of physical location. That unfortunately affects the entire UP. I do believe that they are attempting to address legitimate concerns, but it appears to me that they are trying to do so in a way that will be ineffective. The ultimate issue is problem assessors, not the overall level of an individual assessor. As you know, we have fantastic MCAO assessors in each county and we have very lazy ineffective MMAO assessors currently in front of the Assessor Disciplinary Committee. Ultimately, to have good assessing we need to have good assessors. I believe that the concerns they are attempting to address will not go away by creating Assessing Districts and Countrywide assessing, but it will just shuffle the problems around. What we need in my opinion is three fold, 1) proper training and education and apprenticeships 2) a review process with teeth and 3) a process in which the township boards are more informed, both at the time of hiring an assessor and when supervising their employees.

I feel that the training and certification process is not successful. It doesn't teach assessors how to truly assess properties. My 18 month program had a half day of measuring in the field, was never allowed to introduce BSA to the class, and one of the instructors didn't even have the ability to email. It absolutely did not prepare students to be assessors. I feel that the direction of the current education path is so far out of touch with real assessing that it is creating level II assessors that have to "learn on the job". Not a situation for successful assessing. Also, I believe that for any newly certified assessor to sign a role they absolutely should be required to work under a currently certified and roll signing individual. Apprenticeships are required for engineers and surveyors in this state, why would we allow the financial health of our communities not to the same protection?

I believe that the AMAR process is indeed cleaning up some of the assessing. It is a review process with a given procedure for how to handle differences, and according to the STC minutes, it is indeed decertifying the assessors that are the problem. After years of not doing so, this process will take time to get the bad eggs out, but it is working. My only concern is that the STC doesn't have proper funding to be diligent and continue this level of review for the long haul.

In my opinion, the biggest problem in creating poor assessing is having township boards overseeing assessors when they have no idea what an assessor does. They get very little or no input from County Equalization when hiring and supervising. I feel that if the Equalization Department had the ability to provide feedback for townships in a better way it would be beneficial to the whole process. I think most local township boards make the easy decision instead of the responsible one, hiring the cheapest bidder, or the individual with zero experience who happens to reside in the township instead of looking more or paying enough to get a good experienced assessor. A required commenting session with the Equalization Department prior to hiring, might also provide feedback to township before they make a decision they might regret.

- **UPAA MEMBERSHIP RESPONSE (from Central U.P.)**

Why not ask assessors to help with a real tax reform instead of this FAKE one?

How do you expect the counties to pay for full-time unionized benefitted employees and the room to house them?

How will the state guarantee good education for assessors? It's non-existent now.

The state should provide hands on training. They are unable to answer any questions asked by assessors. The STC used to be a helpful resource for assessors. Now it seems as though they are almost bullies to assessors. We need assistance and better education, not policing by administrators who have never had an assessment roll!

- **UPAA MEMBERSHIP RESPONSE (from Western U.P.)**

Why not review current standards to number of parcels as well as township governmental units vs. dollar thresholds – pre assessing level>

Pulling the assessing “role” into the county actually removes one layer of support for the local assessor – especially since the state is now an enforcement agency vs. support agency.

How many that work for the Department of Treasury and the State Tax Commission have ever served a township as an assessor? Change the educational requirements to include X hours of field work – signed off by the assessor of record.

Space for full time assessors into the county office is limited. How can the county fund more positions? FTE’s with benefits?

The basis for the proposal is financial. The state is looking to increase revenue and trying to beat municipalities into compliance – try a carrot instead.

- **UPAA MEMBERSHIP RESPONSE**

Where is county going to get funding for this change?

Where will staff be housed in an already cramped office space?

Will MCAO lose their certificates?

Will education be provided locally?

- **UPAA MEMBERSHIP RESPONSE (from Central U.P.)**

Why is the state trying to take away the individuality of the local area?

Why is the state trying to force an unfunded mandate on the county government when the local government collects most taxes and is therefore paid out of the 1% fee for collection.

What is wrong with the local control that a local assessor has over his large township (over 100 square miles)?

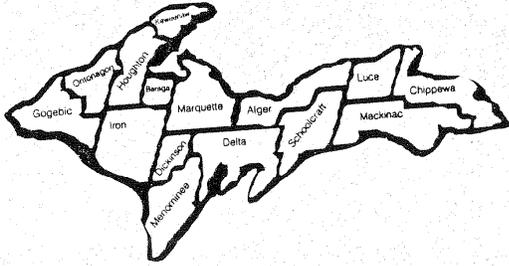
- **UPAA MEMBERSHIP RESPONSE (from Central U.P.)**

The MCAO’s that are failing are your older assessors. The newer assessors are more educated, more passionate, fresh, computer savvy.

How many MAAO’s are there now? How many MCAO’s will the state lose?

How do you fund the county equalization taking this on?

Loss dollars from Personal Property, dark stores, disabled veterans – how much more will the state cut? Do these cuts have anything to do with the newest proposal? Will the state gain money by changing the assessing way?



## Upper Peninsula Assessors Association

May 25, 2018

Representative LaFave  
S-1487 House Office Building  
PO Box 30014  
Lansing, MI 48909

Representative Cambensy  
S-1488 House Office Building  
PO Box 30014  
Lansing, MI 48909-7514

Representative Dianda  
S-1489 House Office Building  
PO Box 30014  
Lansing, MI 48909

Representative Chatfield  
House Office Building  
PO Box 30014  
Lansing, MI 48909

RE: HB6049

Dear Representatives LaFave, Cambensy, Dianda & Chatfield:

May this letter and attachment serve to show strong opposition to the above referenced House Bill. This type of wide sweeping change to the assessing profession will cripple the municipalities which this profession represents. In the past several years changes have already taken place in the assessing of property, removing one assessing level to combine it with another, while creating a assessing technician certificate. Previously there were four (4) levels of assessing. Now there is a Michigan Certified Assessing Technician (MCAT) who is able to work in an assessing office but not sign an assessment roll, a Michigan Certified Assessing Officer (MCAO) which is the previous level one and level two combined, a Michigan Advanced Assessing Officer (MAAO) which is the previous level three, and a Michigan Master Assessing Officer (MMAO) which is the previous level four. The MCAO, MAAO and MMAO are able to certify an assessment roll under certain valuation level requirements. Approximately five (5) years ago all level one (1) assessors were required to become an MCAO by passing a state exam. Several did not pass and thereby lost their certification. This process required more training and understanding, which resulted in a better assessing officer.

Currently the above reference House Bill will remove the MCAO from being able to sign an assessment roll. It appears the referenced bill would remove the MCAO entirely. Additionally, this bill will require current assessors to take on more work due to an assessor of record to assess, in total, at least 5,000 parcels that together generate at least \$12,000,000 in property tax revenue annually, unless the STC grants a waiver.

As of May 18, 2018, the current number of assessors holding certification in the State of Michigan are as follows:

MCAT	315
MCAO	761
MAAO	740
MMAO	149

If the proposed bill becomes law, the 761 current MCAO's will either have to get into an education program to become an MAAO, or give up their certification and find other employment. There are many assessors with the MCAO certification that have been in the profession for many years, and are doing a wonderful job. HB 6049 should not remove MCAO certified assessors from being able to do their job, focus should be made on the assessors that do not do their job!

In 2013 the State Tax Commission changed the way to audit an assessor by changing from a 14 point review process to the Audit of Minimum Assessing Requirements (AMAR). The AMAR process appears to be accomplishing what it was designed to do. It is finding out which assessors are competent and which assessors need to be brought before the Michigan Administrative Hearing System.

A House Bill that so directly affects changes in the assessor requirements, without any input from assessors seems foolish. It appears what has been drafted into a bill has not even received input from the people that work in the trenches.

Additionally, the House Bill is changing the manner that Boards of Review are conducted. Local residents make up the Board of Review in each municipality. Most are aware of the property conditions and values. Putting specialized Boards of Review at the county level take away familiarity with the local unit out of the appeal process.

One main concern of the bill is that our organization became aware of the proposal with draft four of the bill. The concern comes when something of this nature, that is so sweeping to change the assessing and equalization process, was not made public to the municipalities it affects. None of our members were aware of this legislation and were not sought out to aid in the drafting of this bill.

Attached please find several pages of specific concerns which were received from our membership regarding HB 6049. Please review these concerns as well and take into consideration.

Thank you for your time.

Respectfully,

Susan K. Bovan, MAAO, MCPPE  
UPAA Secretary/Treasurer

Enclosure: UPAA member responses to HB 6049

Cc: file

PO Box 635; Munising, MI 49862  
Phone 906-387-1010 Cell 906-362-0228  
[upaa1981@gmail.com](mailto:upaa1981@gmail.com)



RICK SNYDER  
GOVERNOR

STATE OF MICHIGAN  
DEPARTMENT OF NATURAL RESOURCES  
LANSING



KEITH CREAGH  
DIRECTOR

June 7, 2018

Mr. Jeff Lawson, Cheboygan County Administrator  
870 South Main Street  
P.O. Box 70  
Cheboygan, MI 49721

Dear Mr. Lawson:

Pursuant to Act 451, P.A. 1994 (MCL 324.78114) "Acquisition of public boating access site; placement of land option," we are notifying you of the Department of Natural Resource's intent to purchase land known as the Black River Marina located on the Black River for development of a public boating access site. The Statute requires the Department to provide notice to the Township and County of its intent to purchase property for the development and operation of a boating access and allow the Township or County the opportunity to step in and purchase the site, develop and operate a boating access site in the same manner as the Department. (See enclosed Statute).

Please notify this office within 90 days as to your interest in assuming responsibility for the purchase, development and operation of an access site at this location. The enclosed copy of Act 451, P.A. 1994 (MCL 324.78114) is provided for your review. This land acquisition transaction is recommended to be approved by the Director on August 9, 2018.

If you have any questions regarding this matter, please contact Land Specialist, Robert Corbett at 517-335-3263.

Sincerely,

Keith Cheli, Landscape Architect  
MDNR Regional Field Planner  
Cheboygan Field Office  
989-370-1907

Enclosure

cc:

Mr. Rich Hill, MDNR  
Mr. Jordan Byelich, MDNR  
Mr. Matt Lincoln, MDNR  
Mr. Rob Corbett, MDNR



**COUNTY BOARD OF COMMISSIONERS  
FINANCE/BUSINESS MEETING  
May 8, 2018**

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

Roll called and a quorum present

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

**Absent:** None

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

**Motion** by Commissioner Sangster, seconded by Commissioner Gouine, to approve the agenda adding MSUE Senior Millage Appropriation Agreement First Amendment under New Business 12 G. Motion carried with 7 yes, 0 no and 0 absent.

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

- A. Approve Monthly Finance Claims (Finance Total = \$45,000; Prepaid Total = \$1,037,561.81.
- B. Budget Adjustments as follows:  
2018 Raise Revenue and Expenditures
  1. Fund 101 Total Budget Increase of \$8,818
  2. Fund 267 Total Budget Increase of \$203
- C. Fairgrounds Event Agreements
  1. Cheboygan Area Schools – Mud Run
  2. The Heritage Draft Horse Organization - Horse pulling Event Contract
  3. 4-H Kountry Kids Horse Riding/Meetings
- D. Correspondence
  1. Alger County Resolution Opposing Amendatory Legislation to Michigan Public Act 93 of 2013
  2. Antrim County Resolution Opposing Amendatory Legislation to Michigan Public Act 93 of 2013
  3. Charlevoix County Resolution Opposing Amendatory Legislation to Michigan Public Act 93 of 2013
  4. Roscommon County Resolution Opposing Amendatory Legislation to Michigan Public Act 93 of 2013
  5. Cheboygan County Road Commissions 2017 Annual Report
  6. Menominee County Resolution Opposing Amendatory Legislation to Michigan Public Act 93 of 2013
  7. NLEA President's Report – April 2018
- E. Minutes:
  1. Finance/Business Meeting of April 10, 2018, Committee of the Whole Meeting of April 24, 2018
  2. City Council Minutes – 3/20/18 & 3/27/18
  3. County Road Commission Minutes – 3/22/18, 4/5/18 & 4/17/18

4. NEMSCA – 4/6/18
5. Fair Board – 3/5/18
6. District Health Dept. #4 –2/20/18 & 3/20/18
7. CCCOA Special Meeting – 4/19/18
8. Zoning Board of Appeal – 1/24/18
9. Planning Commission – 3/21/18

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

### **CITIZENS COMMENTS**

Carl Muscott citizen of Tuscarora Township commented on the increase of fringes from the Summary of Expenses by Category and asked for clarification during the Finance Director's Report. He touched on the solar farm issue stating that it has been a month since the Board was invited to the presentation, which was held at Grant Township. Commissioner Matelski was the only commissioner that attended. He requested that that Board table the Planned Unit Development and move ahead with the solar ordinance because there was a \$60 million potential project.

Anthony Beckett citizen of the City of Cheboygan and owner of the building next door to the Gold Front/Festival Square commented on the lack of communication with the City of Cheboygan and the County. He also disagreed with the property lines. These two entities need to understand that before the Rivertown Cargo Store came down his basement never flooded and now it floods. Also the outside wall of his building was damaged. He was told by the City that it would be repaired and it has never happened. If he chose to repair it, he was told he would be ticketed. There were some concerns.

Chad Socolovitch citizen of the City of Cheboygan and tenant was concerned with some of the Gold Front Building being on the property line after the survey was done. An email was sent to some of the Board, with no response received. He stated he has been maintaining the back area since he has been there and Mr. Beckett's family has been maintaining it for over 15 years. He stated that he had contacted an attorney to address this issue. There has been a lack of communication and he was concerned with the time frame of having to close down his business. Commissioner Wallace stated that the contact person would be Administrator Jeff Lawson and to get in touch with him.

Vince Lumetta citizen of Beaugrand Township commented that the solar project was very important to the community and he would like to see it shuffled to the top.

### **SCHEDULED VISITORS - None**

### **Finance Director's Report**

Finance Director James Manko presented the Revenue and Expenditure Report for the General Fund for the month ending March 31, 2018. He reported total year-to-date revenue of \$945,519.28, or 6.01% of the budget, compared to \$1,053,862.88, or 8.70% of the budget last year at this same time. He reviewed each line item number that was fluctuating greater or less than \$10,000. Mr. Manko reported expenditures year-to-date of \$ 2,581,743.73 or 16.40% of the budget, compared to \$2,441,802.48 or 20.16%, last year as of the end of March 2017. He reviewed each department that was fluctuating greater or less than \$10,000. Mr. Manko stated

the Cash Summary by Fund Cash and Investment Report for March 2018 would not be presented as 2017 adjusting entries were still being posted and beginning cash balances could be affected. An explanation of the Quarterly Fund Balance Report for Cheboygan County was \$23,730,668 as of 3/31/2018 and the Summary of Expenses by Category was given. He reported the year-to-date revenues of \$6,570,722, year-to-date expenditures of \$5,750,631, year-to-date fund balance of \$24,550,759 and a net change in fund balance of \$820,091. Each of the departments that were fluctuating with a negative fund balance was reviewed. Mr. Manko stated that the Auditors would be taking place next week.

Finance Director James Manko addressed Mr. Muscott's question regarding an increase in fringe. Last year the fringe accounted for a total of 51% and this year, it increased slightly to 53% because of an increase in health insurance and Municipal Employment Retirement Service.

### **Administrator's Report**

Administrator Jeff Lawson reported that at the Planning Commission's May 2, 2018 meeting, the Planning Commission reviewed a slide presentation concerning the development of solar development zoning regulations. The Planning Commission has directed staff to provide sample language from existing units that have developed standards for review and development of draft language.

Administrator Jeff Lawson reported the State Treasurer released information this week proposing a major change in the assessing and equalization process in Michigan. Equalization Director Zabik received a five page "Assessing Reform Proposal Summary" on Thursday and was attending a meeting on Friday, May 4, 2018 to obtain additional information. There was also a two page summary by the MTA concerning the proposal. The proposed changes as outlined would result in a major change to the assessing and equalization structure within the County. Staff would continue to gather information on the proposal and analyze the potential financial and staffing impact this proposal would create. Commissioner Sangster stated that he would like the staff to write a letter opposing this to the State Treasurer. It was the unanimous consensus of the Board. Administrator Jeff Lawson stated that the staff would prepare a letter.

Administrator Jeff Lawson gave an update on Recycling stating that in the Board's packet the County had received signed renewal agreements from participating units. Mullett Township had identified that they have voted not to renew the agreement at this time. He requested permission to attend a future township meeting to discuss this with the Township Board.

Walker Township had agreed to participate in the program for the first time. Staff was discussing with the Township the ability to locate two containers at the Township Hall, which would better serve residents in the area.

Administrator Jeff Lawson gave an update on the Black Lake Army Corps Proposal. The Drain Commissioner had submitted to the County's a Notice of Intent to pursue funding to study the Black Lake watershed to determine the impact that the Smith Rapids had on the Alverno Dam's ability to control water levels on Black Lake. The County was contacted by the owner of the Alverno Dam, Black River Limited Partnership to inquire about the notice of intent, scope of study, possible timing of grant application if approved for submittal and study timeline. This information was provided to Black River Limited Partnership by phone.

Administrator Jeff Lawson gave an update on the jail expansion stating that there was a construction meeting scheduled for this Thursday. The geo-foam was delivered to the site and was ready to be installed for the jail expansion. The grades for the storage building were being set right now and will be reviewed on Thursday with the architect.

## **COMMITTEE REPORTS**

Commissioner Sangster reported attending a NEMCSA Meeting and all was going well. An exploratory committee was looking at addressing possible housing as there was a demand for housing in the area.

Commissioner Gouine reported attending a Zoning Board of Appeals Meeting, an Inverness Township Meeting, a Fair Board Meeting and a County Road Commission Meeting.

Commissioner Newman reported attending his usual meetings and a SANE Meeting where they presented their annual report and wanted the Board to know if they wanted them to make their annual presentation, they would be happy to come. Commissioner Wallace asked the staff to contact them and to put them on the agenda.

Commissioner Matelski reported attending a Planning Commission and the Grant Township Meeting with the topic being the solar development. She stated that the presentation was very good over view.

Commissioner Johnson reported attending a Planning Commission Meeting. She wanted to reiterate the importance of getting an ordinance out to the public, so that the discussions could start regarding on how it was going to be affected by zoning. There were a lot of assumptions floating around with the public because there wasn't anything. It needs to be done sooner than later!

Commissioner Wallace commented that the Annual Tri-County CCE 911 Meeting was coming up on Thursday, May 23 at 12:00 P.M. to be held at the Headlands Waterfront Event Center in Mackinaw City.

## **OLD BUSINESS**

Administrator Jeff Lawson presented the resolution to support the Cormorant Control Act U.S. House Bill 4429, which calls for reinstating effective cormorant management to protect natural resources and our Great Lakes fisheries.

**Motion** by Commissioner Gouine, seconded by Commissioner Sangster, to adopt and authorize the Chair to sign: **Resolution 18-03**

**WHEREAS**, State and Federal natural resource agencies tracked migratory bird populations in the Great Lakes area beginning in the 1900's and annual bird counts documented that the number of Double-crested cormorants (cormorants) appeared to have peaked in the 1940s, with about 6,000 birds. By the mid-1970's there was concern over the decline of most migratory birds in the Great Lakes region due to the effects of contamination (i.e., DDT), and cormorant numbers were estimated to be less than 100 birds; and

**WHEREAS**, Cormorants migrate from the Gulf of Mexico to the Great Lakes region for the breeding season, spending approximately 150 days along the coastal island areas such as provided by Saginaw Bay. The diet of cormorants is almost exclusively fish and they depend on their surrounding waters to sustain both the breeding adults and their young once they hatch. An adult cormorant will eat 1.3 pounds of fish each day; and

**WHEREAS**, throughout the 1980-1990's protections were afforded to migratory birds and their numbers began to increase, persistent chemicals were banned, and extensive environmental clean-up projects were undertaken. During this same period, state, federal and tribal fisheries managers instituted extensive fish stocking programs to restore a better balance to the Great Lakes food web; and

**WHEREAS**, today the Great Lakes supports several important fisheries Including commercial, recreational, and tribal, which are collectively valued at more than \$7 billion annually and support more than 75,000 jobs. Yellow perch in particular is a key staple of the cormorant diet but also the centerpiece of Michigan's recreational fishery, Friday dinner fish fry's and an important economic draw; and

**WHEREAS**, Resource managers in the Great Lakes now estimate that cormorant numbers have peaked at about 115,000 breeding pair and at these numbers their fish consumption is estimated 77 million pounds each year. In conjunction, there has also been a drastic decline in yellow perch harvest from a high of 375,000 fish to just 695 fish by the year 2000. Bait shops, fishing resorts, and fishing related service Industries declined or closed in some communities by up to 40%; and

**WHEREAS**, in 1998 and again in 2003, the U.S. Fish and Wildlife Service developed orders to allow for state level management of cormorant populations for the benefit of fish, and when implemented, the numbers of yellow perch and other game fish rebounded. However, the orders were rescinded in 2016 by the U.S. District Court until the U.S. Fish and Wildlife Service can reissue an Environmental Assessment to show the effect of the orders allowing lethal control on cormorant populations. In Saginaw Bay the effect of two years without any cormorant control was easily seen last summer when the sky was blackened by such high numbers of the distinctive birds flying low over the horizon in continuous unbroken miles and miles of long lines of cormorants; and

**WHEREAS**, the State of Michigan has gone on record in support of U.S. House Bill 4429, for reinstating effective cormorant management, applied in the same collaboratively way that we use to protect our other natural resources, to support our important Great Lakes fisheries valued at more than \$7 billion annually and more than 75,000 jobs.

**THEREFORE**, be it that the Cheboygan County Board of Commissioners hereby supports the "Cormorant control Act" House Bill 4429 directing the reissuance of a rule relating to extension of the expiration dates for double-crested cormorant depredation orders.

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

## **NEW BUSINESS**

Administrator Lawson presented a proposal to purchase a new tractor for the Fairgrounds to replace the old White tractor. This tractor was used to work up the areas, mow grass and do general grounds maintenance. The tractor was a 1988 model and was frequently in need of repair. Several sealed bids were received. All of these six (6) bids meet or exceed the specifications.

**Motion** by Commissioner Sangster, seconded by Commissioner Gouine, to award the bid for a new Tractor to Ginop Sales in the amount of \$27,587. A roll call vote was taken. Motion carried with 7 yes, 0 no and 0 absent.

Administrator Jeff Lawson presented the Interlocal Agreements County Recycling Surcharge. The County must renew its Interlocal Agreements with participating municipal units to collect a recycling surcharge fee to fund the County's recycling program as authorized by Resolution #18.01, which authorized the County to collect up to \$25 a year per household. This surcharge fee would be charges on an annual basis until March 2023.

**Motion** by Commissioner Johnson, seconded by Commissioner Matelski, to approve the Interlocal Agreements regarding County Recycling Surcharge with Aloha, Township, Beaugrand

Township, Hebron Township, City of Cheboygan, Inverness Township, Munro Township, Burt Township, Tuscarora Township, Koehler Township, Waverly Township, Mentor Township, Ellis Township and Walker Township and authorize the Chair to sign. A roll call vote was taken. Motion carried with 7 yes, 0 no and 0 absent.

Administrator Jeff Lawson presented the AIA Agreement with Demolition Contractor Inc., d/b/a/ Pitsch Companies, Pitsch Wrecking. Requests for bids were sought for the demolition of buildings located at 417 N. Main Street and 418 N. Huron Street, Cheboygan, MI The Board of Commissioners awarded the bid to d/b/a Pitsch Companies at the March 27, 2018 meeting. Discussion was held on the timeline. Mr. Lawson stated he sent the initial agreement back to the contractor and they will give us a demolition schedule, but was targeting to get the job done by the end of July. Although he had talked with the County Treasurer Buffy Weldon asking for a short extension of the grant to make sure there was enough time frame. In the next couple of weeks, there would be a structural engineer here to view the structure and he would like to have communication with the property owners next door to allow them in their buildings to look at their structures.

**Motion** by Commissioner Newman, seconded by Commissioner Matelski to approve the AIA Document A 101-2007 Standard For Agreement in the amount of \$246,000 with Demolition Contractors Inc. d/b/a/ Pitsch Companies, Pitsch Wrecking for the demolition of buildings at 417 N. Main and 418 N. Huron Street, Cheboygan, MI and authorize the Chairperson to sign and authorize any necessary budget adjustments. A roll call vote was taken. Motion carried with 7 yes, 0 no and 0 absent.

Administrator Jeff Lawson presented Resolution 18-04 Approving the Fiscal Year 2019 Community Corrections Grant Application of the Northeast Michigan Council of Governments. Discussion was held on the benefits of Community Corrections.

**Motion** by Commissioner Sangster, seconded by Commissioner Johnson, to adopt:

**Resolution No. 18-04**

**WHEREAS**, the Northeast Michigan Council of Governments (NEMCOG) serves as the Fiscal Agent and Program Manager for the Northeast Michigan Community Corrections Advisory Board (NMCCAB), and

**WHEREAS**, this County is a member of either the NEMCCAB strongly desires to continue to participate with Community Correction's Programs and Services, and

**WHEREAS**, NEMCOG has worked with the OCC to develop a Community Corrections FY 2019 Grant Application for the NEMCCAB, and

**WHEREAS**, the FY 2019 Community Corrections Grant Application has been prepared by NEMCOG in the amount \$312,000 for Community Corrections Programs and Services in the counties of: Alcona, Alpena, Cheboygan, Crawford and Otsego, and

**WHEREAS**, the Northeast Michigan Community Corrections Advisory Board, has approved this Grant Application, and recommends its approval by the member counties,

**THEREFORE BE IT RESOLVED**, that Cheboygan County hereby approves the Northeast Michigan Community Corrections Advisory Board's, FY 2019 Grant Application prepared by NEMCOG for Community Corrections funding in the annual amount of \$312,000 for Programs and Services.

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

Administrator Jeff Lawson presented the Senior Millage Renewal which expired December of 2017. The proposed resolution and ballot language will place the question of millage renewal on the August 7, 2018 ballot. These moneys are primarily used by the Cheboygan County Council on Aging and the Wawatam Area Senior Citizens Organization to provide meals, transportation assistance, home care services, etc... in Cheboygan County. Each organization applies yearly providing detailed information identifying the need for requested funds and how they would be spent. The request was traditionally placed on the August 7, 2018 Ballot as requested by the Cheboygan County on Aging to provide time to implement the millage for December tax bills if required.

**Motion** by Commissioner Sangster, seconded by Commissioner Newman, to adopt:

Resolution No.18-05

A RESOLUTION TO APPROVE THE BALLOT LANGUAGE FOR A MILLAGE PROPOSITION TO PROVIDE FUNDS FOR SENIOR CITIZEN SERVICES AND TO SUBMIT THE PROPOSITION TO THE ELECTORATE AT THE AUGUST 7, 2018 PRIMARY ELECTION

Recitals

- A. Act 39 of the Public Acts of 1976, as amended, expressly authorizes the Board of Commissioners for the County of Cheboygan to appropriate funds for the purpose of providing services to the older persons, being individuals sixty (60) years of age or older, within the County.
- B. The County of Cheboygan currently provides funds for services for senior citizens within the County.
- C. The funds to provide these services for senior citizens were provided in part by a millage of .5 mills previously approved by the county electors.
- D. The millage previously approved by the county electors expired in December, 2017.
- E. The Cheboygan County Board of Commissioners, therefore, desires to obtain voter approval to renew the .5 mills to provide funds for senior citizen services within the county.
- F. Because a county-wide primary election is scheduled on August 7, 2018, the Cheboygan County Board of Commissioners finds it appropriate to submit this millage proposition to the electorate at this primary election.

Resolution

NOW, THEREFORE, THE CHEBOYGAN COUNTY BOARD OF COMMISSIONERS  
HEREBY RESOLVES that:

- 1. The following proposition, the language of which is hereby approved by the Cheboygan County Board of Commissioners and certified to the Cheboygan County Clerk, shall be submitted to the electors of Cheboygan County for a vote at the August 7, 2018 primary election:

BALLOT LANGUAGE

CHEBOYGAN COUNTY

Proposal to Renew Senior Millage

## Finance/Business Meeting – May 8, 2018

This proposal reestablishes the ½ mill senior millage previously approved by the electors that expired after the December, 2017 levy. Specifically, the proposal renews the previously authorized .4993 mills and restores the .0007 mills rolled back by the Headlee Amendment.

Shall the tax limitation imposed under Article IX, Section 6 of the Michigan Constitution on the amount of ad valorem taxes which may be levied by the County of Cheboygan, State of Michigan, against taxable property in the County be increased by up to .5 mills (\$.50 per \$1,000 of taxable value) for a period of four (4) years, 2018 through 2021, inclusive, for the purpose of providing funds for senior citizen services within the county, and shall the Cheboygan County Board of Commissioners be authorized to levy such millage for this purpose? If approved and levied in its entirety, this millage would raise an estimated \$717,622 for Cheboygan County in 2018.

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

Administrator Jeff Lawson presented the Wage Budget Adjustment-Wage Classification Review AFSCME Veterans Service Officer. He stated under the County's Labor Agreement with AFSCME, an employee with Union approval may ask for a position and/or wage classification review. AFSCME requested this position to be reclassified to the \$19.83 wage classification level. The agreement identifies that a classification review consists of a review of job duties as well as a market rate review. A classification review was not based on the work performance of an employee. The Assistant Veterans Service Officer's current job description was reviewed and an update list of job duties was completed. The review identified that the position was currently processing claims based on the employee obtaining their Veteran's Service Officer Accreditation, which was the goal of the County to provide better service to Veterans pursuing claims for benefits. Accreditation and the processing claims resulted in a change to current job duties and position level responsibilities. A review of wage comparable

**Motion** by Commissioner Sangster, seconded by Commissioner Matelski, to adopt Amendment #5 to the 2018 Wage and Salary Resolution – Non-Union General Employee #17-009 to be effective April 11, 2018 and authorize the Chair to sign. A roll call vote was taken. Motion carried with 7 yes, 0 no and 0 absent.

Administrator Jeff Lawson presented the MSUE Senior Millage Appropriation Agreement First Amendment. In November 2017, the Board of Commissioners voted to appropriate \$8,000 to MSUE Project Fresh. MSUE has requested an amendment to the agreement identifying the County was paying the Michigan Department of Health and Human Services \$7,250 for the Senior Market Fresh Coupons and \$750 to United Way for postage. The amendment has been reviewed by Legal Counsel.

**Motion** by Commissioner Johnson, seconded by Commissioner Matelski, to approve the First Amendment to the Agreement for the Senior Millage Appropriation with Michigan State University Extension and authorize the Chairperson to sign the agreement. A roll call vote was taken, Motion carried with 7 yes, 0 no and 0 absent.

### **CITIZENS COMMENTS**

Cynthia Kress introduced herself as a candidate for County Commissioner District #6. She suggested that MSUE should have a brief presentation on the solar project at a Board meeting so that the Board of Commissioners could benefit from that presentation. She also addressed the issue of blighted property and abandoned property that was falling down. Said properties were

unsanitary, unsafe, and bring down the surrounding property values. In addition, potential residents were discouraged from investing in the County. Citizens of the County feel powerless. She stated she has been told that Cheboygan has no ordinance to address blight. This issue really needs to be addressed. Civil Counsel Bryan Graham agreed that there might be a need for a regulation, but please understand that the County does not have the legal authority to enact blight ordinances. Those ordinances need to come from the local municipalities such as the townships, the cities or the villages. Commissioner Sangster commented that this was discussed at the Planning Session and maybe the County could help facilitate. Sheriff Clarmont commented that he has been dealing with this for 20 years. The issue with blight at the township level is enforcement. The Township has to set up their own enforcement officer, prosecutor and a Board to be the judge. There have been Townships in the past to attempt that, but the cost was just prohibited. He concurred that if there was a way that the County Board could help/assist to set up something. The top ten complaints that the Sheriff Department gets was blight. He would certainly support this if something could be figured out.

Carl Muscott citizen of Tuscarora Township commented on the blight ordinance in Tuscarora Township and there was an excellent police force. He commented on the consensus from the Board to write a letter to the State Treasurer on this Reformed Proposal for assessing. It was an ambitious program, but there were issues that had to be dealt with. Every Township has their own assessor and this was a duplication of services.

Gil Archambo citizen of Grant Township commented on the water levels stating he knew that Black Lake was not the only area that was concerned. He stated that he was getting an unbelievable amount of calls and felt that applying for the grant was a very good thing. He commented on the solar project and the importance of getting an ordinance out to the public, so that the discussions could start. There were negative people and false information was being put out there.

## **BOARD MEMBERS COMMENTS**

Commissioner Matelski commented she visited the Humane Society and the renovation was really coming along. The parts that were finished were just beautiful.

Commissioner Sangster commented on a letter received from the Mackinaw City Planning Commission. This was pretty intriguing as the Board talks about economic development. This was kind of a breath of fresh air. He would like to get more information on this. Administrator Jeff Lawson commented if the Board would like someone to attend and give a presentation on this, but he hadn't had a chance to talk with Civil Counsel on it.

Commissioner Newman wanted to echo Mr. Archambo's comments on the solar project regarding the Board really needing to drive on. He stated that he had spoken with the Administrator on it on many an occasion. It was a golden opportunity for the County and we need to put everything we can into it. He stated he also went to the Humane Society and came home with a puppy.

Commissioner Wallace reminded the Board about the handout on SUD Admissions Detail Report for dates during the time period between 10/1/17 and 4/15/18 that was on the desks.

Finance/Business Meeting – May 8, 2018

**Motion** by Commissioner Sangster, seconded by Commissioner Bolinger, to adjourn to the call of the Chair. Motion carried with 7 yes, 0 no and 0 absent. Meeting adjourned at 11:00 a.m.

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Karen L. Brewster  
Cheboygan County Clerk/Register

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John B. Wallace  
Chairperson



**Cheboygan County Board of Commissioners  
Committee of the Whole Meeting  
May 22, 2018**

The Committee of the Whole meeting of the Cheboygan County Board of Commissioners was called to order in the Commissioners Room by Chairperson John Wallace at 9:30 a.m.

Roll called and a quorum present.

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

**ABSENT:** None

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

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

**CITIZENS COMMENTS**

Jerry Lang citizen of Inverness Township and retired State Police Officer commented on an article "It's time to clean things up" that ran in the Cheboygan Daily newspaper on May 11, 2018 and was written by Matt Friday. A copy was handed out to the Board of Commissioners. He stated that this article was right on. If we were out enjoying a nice ride in this wonderful County of Cheboygan, one cannot help to observe that in many places where trash had accumulated in yards, broken windows in homes covered in cardboard, lawns unmowed and basically junk all over in plain sight. Cheboygan County needs a blight ordinance and the County needs it now. Each township has a person on their Board and this person could be entitled to issue a written warning to violators for the first time and maybe a second or third notice could have a fine, which would be increased for each time for each visit incurred. There was no need to have junk all over their yards. Most of us live in this area because it is a beautiful area. Let's not trash it up. He stated that he hoped somewhere down the line something could be done.

Carl Muscott citizen of Tuscarora Township commented on the proposal on the agenda from Mackinaw City Planning Commission. He commended them in taking some initiative on getting some of the local governments involved, but he felt the representation was too broad and there wasn't a fair representation of votes. He discouraged the Board of Commissioner to become involved.

**SCHEDULED VISITORS/DEPARTMENT REPORTS**

MSU-E, Government and Public Policy Educator, Lindsey Gardner introduced herself to the Board of Commissioners. Her focus was on land use and community leadership. This position was new to Cheboygan County. She was looking forward to working with the Board of Commissioners. Originally she was from the Detroit area and moved here in February. She received a bachelor's degree in Human and Organizational Development and a master's degree in Community Development from Vanderbilt University. She has worked for a number of non-profit organizations addressing such issues as preserving affordable housing, creating job opportunities for people with disabilities, developing urban farming, increasing access to continuing education and public education reform. As the Government and Public Policy

Educator, she would bring the latest resources, research and training from the campus of MSU-E to the residents and to the local officials. She was part of a State wide work team that included certified planners, attorneys, experts in tax, and finance governance as well as other educators in food systems, natural resources, entrepreneurship and tourism. So if community issues arise here in Cheboygan, she could help get the resources, training or find the right people that would help respond to them. There were three separate programs that could be brought to Cheboygan County with one being training on planning and zoning for solar ordinances and she has been working with Mr. Lawson to make sure that the Board had all of the information needed. Another one was the New Commissioner's School a/k/a County Commissioner Workshop, which was being offered in Gaylord this year and MSU-E was partnering with the Michigan Association of Counties. Thirdly, the Citizen Planner Program was a flagship program for land use decision makers as well as residents to learn how to make planning and zoning decisions to better the community. She stated that if there were other areas of interests or issues that the Board was facing here in Cheboygan County, she would be happy to provide any education and coordinate with Mr. Lawson to bring that program to the Board and the residents of this County.

Department of Defense-Guard Reserve, Peter Pallas & Albert Janutolo gave a presentation about why it was important to retain and hire a Guard and Reserve. The guard brings to the table as a viable hard working employee. Mr. Pallas handed out a sheet listing the "Top Ten Reasons to Hire Members of the Guard and Reserve." Half of the military today are Guard and Reserves. The active duty force was less prior to WWII. The country relies on the Guard and Reserve to project the military influence around the world. Both of them work for the Department of Defense and also a program called Employer Support of the Guard and Reserve (ESGR) Program. Mr. Janutolo stated that their main issue was to gain and retain active support from all public and private employers for the women and men of the Guard and Reserves. They educate the employers on the Guard and Reserves rights and their responsibilities to the employees. They also try to mediate any conflicts that might arise. This program was founded in 1972 by an executive order and they work directly with the Department of Defense. The ESGR Program employment initiatives partner with State and Federal Agencies to enhance employment opportunities for Guard and Reserve members. An employer can find employees through the MI Talent Bank or Job Fair website. The employer outreach was to educate employers about the Guard and Reserve and any of the components that were under the Uniformed Services Employment and Reemployment Rights Act (USERRA), which was established in 1994. The Military Outreach was another branch that they supported. Briefings were held for personnel annually. This afternoon they were at the Alpena International Guards in Alpena giving a briefing to approximately 75 troops and their commanders about their rights if they were deployed, how much time they have to get back to work once their deployment was over with and also to ensure them of different things that they should take care of if they were on a pre-deployed notice. How to take care of their own personal matters and when they return, how to go about reacquiring their jobs. This was done annually throughout the State of Michigan. The military outreach also did an annual briefing to redeploy and post deployment military people. Through the summer months, Camp Grayling Days was held and this year it was on August 14<sup>th</sup>. It was a full day at Camp Grayling and this gives the employers an opportunity to see what the guard members actually do for the training. The Guard and Reserves have to go through the same training as a regular soldier did and they were held at the same standards. Mr. Pallas invited the Board of Commissioners for the Camp Grayling Days on August. 14<sup>th</sup>. It was a full day of activities with breakfast at the Officers Club, MRE's for lunch out in the field and on the range and bring them back for dinner at the Officers Club to finish the evening.

Mackinaw City Planning Commission, Ron Dye presented a proposal to the Board of Commissioners to participate in the creation of “The Straits of Mackinac Enhancement Corporation”. The Mackinaw City Planning Commission believes that this committee would allow for greater regional cooperation among the governmental leadership of the Straits of Mackinac to improve health, recreation, transportation, education, economic development, and environmental management for the betterment of all the citizens of the Straits of Mackinac. This wasn’t a new idea. These exist all over the country. Most of these committees go out and try to raise money to help with things that were already going on. These were not established to help plan with any old organizations that already exist to become a governmental body. It was there to help what was already going on. An example of one that was started back in the early 80’s in Indianapolis was called “White River State Park Commission.” This commission raised money to help organizations for example to help rebuild the Indianapolis Zoo. The goal was to be more efficient at raising money. It was not to plan or take over, but to make what you already had better. It was a way to have an organization in place when an opportunity came along.

Commissioner Sangster commented that he would like to proceed with caution and follow this because he would hate to lose a seat on this Board. He would like to get more information and continue to be informed.

District Forester Brittany VanderWall introduced herself and stated that she serves both Cheboygan and Presque Isle County as County Forester with her home district in Presque Isle County. Ms. VanderWall stated that she didn’t have much of a presentation, but if the Board wanted the numbers, they could find them in the Michigan Forestry Assistance Program 2017 Annual Report. Essentially, there were 20 foresters that served 50 counties in the State of Michigan. She gives private land owners assistance in Conservation Forestry, which could be accessing their property value, helping them figure out a timber harvest, or if they have a problem with pests or diseases, a solution to banishing or preventing them, or any forest education regarding their property. As far as updates, she serves locally, was the State Chair of the Michigan Tree Farm Committee and she was also the Vice Chair for the State Societies of American Foresters for the Michigan chapter. She was just elected to the National Committee for Advisory for the American Forestry Foundations. Assistance was provided on all channels with a lot of walks and workshops.

Commissioner Gouine stated that the tick population has increased substantially. Ms. VanderWall suggested to use pyrethrum and this would keep them away. It could be purchased at any garden shops. Don’t put it on clothes that you like to wear inside, but maybe a particular pair of pants that you exclusively wear in the woods. Longer growing seasons makes for a larger tick population. She suggested keeping the grass in your yards and the woods mowed. Also to be sure to give yourself a tick check.

Lt. Ken Mills presented the SANE 2017 Annual Report. The 2017 annual report contained a great deal of statistical data that gave a quick glance of SANE’s activity for the year and contained highlights of some of their significant cases and drugs seized along with drug arrests/tiers; forfeitures/seizures. SANE does public affairs by sending out a monthly RX Report to over 500 pharmacies and physicians’ offices in Northern Michigan that highlighted the names of subjects who was arrested by SANE for illegally selling prescription drugs. SANE maintains a high clearance rate of around 90% in drug cases year after year. The clearance rate was based on cases that resulted in arrests. This reflects the high quality of cases that SANE detectives put together, which resulted in the arrests of drug dealers in the communities they serve. Presentations by SANE were down compared to previous years. Maps were given showing total drug arrests by team and zip codes.

In 2017, SANE had a new office built, which had created a much better working environment for SANE personnel and would serve SANE well for years to come. The new office and the work done by the team could not have been accomplished without the great support they received from the law enforcement community and the community members they serve.

CCE-911 Director Pam Woodbury introduced herself as the new Director for CCE-911 and gave a history of her background. She wanted the Board to be able to put a face to the name and also to let the Board know that they could contact her anytime when they needed anything. There had been great strides made in the past month in a half since she had been here with moving the 800 MHz project forward and with working on revising the original agreement, which formed the Tri-County Emergency Service Center. A reminder was given about the annual Tri-County Meeting, which was scheduled for tomorrow at Noon to be held at the Headlands in Mackinaw City and she was excited to see everyone there. There will be an 800 MHz presentation given along with talks about the Calm Agreement Revision and it would be a chance for all three counties to have some good discussions. Discussion was held on the number of staff employed, turnover of staff, rate of pay, over time due to vacations, the difficult issues of the job and the benefits of the 800 MHz radio system.

### **ADMINISTRATOR'S REPORT**

Administrator Jeff Lawson reported at the Planning Commission's May 16, 2018 meeting the commission reviewed draft language concerning solar regulations and provided input for language modifications. The Planning Commission would continue work to move toward scheduling a public hearing in the future. Commissioner Sangster questioned if the Solar Company would require Planning and Zoning to produce a contract language of who would be buying their power. Supervisor of Grant Township Gil Archambo commented that the Solar Company would not build until all of the power has been sold before they would proceed and selling the power would not be a problem.

Administrator Jeff Lawson reported that the Jail Contractor had finished installation of underground work, the geo-foam system and was in the process of pouring the footings and foundation of the addition. Due to ground water issues, a change order was approved in the amount of \$3,189.00 to place 3" of limestone as a base layer under the geo-foam pursuant to the recommendation of the soils engineer. He noted that staff has authorization to approve up to \$25,000 in change orders for projects. If they start approaching that number, then he would let the Board know. He was expecting one other change order because the contractor found a drain that was draining into a storm sewer line and it should be draining through the sanitary system line not through a separator. The colors chosen for the storage building were Sahara tan on the side walls and burnished slate on the roof. The contractors would be ordering the steel building and site work should start in the next couple of weeks.

Administrator Jeff Lawson reported as part of the 800 MHz Radio Project, and amendment to the Interlocal agreement creating the 911 Central Dispatch Authority of Lower Michigan had been completed by the legal counsels of CCE-911 and the Counties. The amendment restates the articles of incorporation to reaffirm the legal basis for incorporation confirm the commonly used name of CCE-911 Central Dispatch Authority, clarify its powers and limitations. There were no changes to the board make up. The agreement did place new provisions that require CCE-911 to submit their budget to the counties for review by August 31 each year and required any increase in the budget for operational or capital projects above the CPI to be approved by the Counties before adoption by CCE-911. The percentage cost each units pays for operational

cost had not changed. This document would be discussed at the CCE-911's Tri-County meeting to be held at the Headlands on Wednesday, May 23, 2018 at 12:00 P.M. All Board members were encouraged to attend. This item would be placed on the June 12, 2018 for adoption.

Each County would also need to discuss and finalize their approach to funding the 800 MHz radio project. The two ballot options for voter consideration were a millage vote or an increase in phone surcharge. At the Boards work session, discussion was held concerning a request to increase the phone surcharge for operational and capital needs on the November Ballot for voter consideration. Staff would prepare information concerning funding options for Board review at the June 12, 2018 meeting. One factor to consider was that the Act that permits for a surcharge to be placed on a phone bill was scheduled to sunset at the end of 2021. Although the bill was likely to be extended it was not certain at this time.

Administrator Jeff Lawson reported that the County's Indigent Defense Plan had been approved by the MIDC. The County would have 180 days to implement the approved plan once funding was awarded.

**OLD BUSINESS** - None

**NEW BUSINESS**

District Forester Brittany VanderWall stated that she likes her job and she would not like to lose it. This was the opinion of the County stating the Board valued the County resource. She was employed with the Conservation District, but the Michigan Department of Agriculture holds the grant and the funding comes from the general fund. The thought was that the Qualified Forest Program would fund the whole 20 forester grant program state wide and, hopefully, increase to cover more counties. Every year there were potential budget cuts. Resolution No. 18-06 opposing the Budget Reductions to the Qualified Forest Program was presented. The proposed budget cuts would result in 25% reduction referrals of management plans to the private sector, 25% reduction in yearly economic value referrals to the private sector, 25% reduction in Qualified Forest Program enrollments and Forestland Enhancement Fund Verifications.

Commissioner Sangster commented how much forestry was a huge important especially with the new mills and things happening in Grayling and he was concerned for the future.

**Motion** by Commissioner Sangster, seconded by Commissioner Gouine to adopt

**Resolution No. 18-06**

Resolution Against Proposed Budget Reductions to the Qualified Forest Program

**Whereas**, Cheboygan County recognizes the importance of the Qualified Forest Program and the positive effects of the Forestry Assistance Program Foresters to the local economy and positive response of the public to the services offered by Forestry Assistance Program Foresters.

**Whereas**, the County of Cheboygan has been positively augmented by the presence of a Michigan Department of Agriculture funded Qualified Forest Program, Forestry Assistance Program Forester.

**Whereas**, the State of Michigan has proposed budget reductions to the Qualified Forest Program.

**Whereas**, the County of Cheboygan is firmly opposed to any funding reduction that effects the quantity of Forestry Assistance Program Foresters.

**Whereas**, the County of Cheboygan is firmly opposed to any funding reductions to the Qualified Forest Program.

**Now, therefore be it resolved**, that the Cheboygan County Board of Commissioners is against the passage or enactment of budget reductions to the **Qualified Forest Program**.

**Be it further resolved**, that a copy of this resolution shall be transmitted to the Michigan State Senate the Michigan State House of Representatives, and the Governor of the State of Michigan.

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

Case Manager and Coordinator for the 53<sup>rd</sup> Circuit Court Drug Court Nicole Pawlowski presented the Drug Court – Approval of MDCGP and Edward Byrne Memorial Justice Assistance Grant Certification Application. Cheboygan County Drug Court desires to apply for grant funds to continue the Drug Court Program. The application/certification for these grants was due on June 1, 2018.

**Motion** by Commissioner Newman, seconded by Commissioner Matelski, to approve the submittal of the Cheboygan County Drug Court Grant/Certification Application, and all future forthcoming documentation after review and approval by the Finance Director, and Legal Counsel, if applicable. A roll call was taken. Motion carried with 7 yes, 0 no and 0 absent.

Administrator Jeff Lawson presented the MSHDA Blight Program Grant Amendment MBP-11-Removal of Gold Front Structures. He stated the County had requested and had been granted a grant term extension to 9/30/2018 to complete the project. Today, there was an engineer looking at the building and once he received his report, he would clarify the timeline and scheduled the removal. This extension would be a safety net rather than an actual necessity for the County.

**Motion** by Commissioner Sangster, seconded by Commissioner Newman, to approve the MSHDA Blight Program Grant Amendment – Grant #MBP-11 and authorize the Chair to sign. Motion carried with 7 yes, 0 no and 0 absent.

### **BOARD MEMBER MATTERS FOR DISCUSSION**

Commissioner Johnson stated that at the last Board meeting the Board requested the Staff to send a letter of nonsupport regarding the “Assessing Reform Proposal”. Administrator Lawson stated that the letter was sent out to State Representative Allor and Chatfield, Senator Schmidt and the Michigan Association of Counties. State Representative Allor stopped by and talked with them and she was making contact with the State concerning this. Staff would gather more information to see where the conversation was.

Commissioner Gouine stated that he had talked with Bill Crist over the weekend on the Smith Rapids. Mr. Crist has been a dredger forever and his father before him. He explained that there was a rock culvert. It was 4' deep on each side, level on the bottom and approximately 200 yards long. This was where the bottle neck was. The water in the summertime was only 2' deep. The citizens of Black Lake do not want it deeper in the middle, but would like it extended wider, which would increase the flow about a third. This was all rock and it would need to be drilled or blasted. There was a road right next to it that could be used to load out on. He knew the engineers would be looking at this. Commissioner Wallace commented that this was good information shared.

Commissioner Johnson addressed the solid waste management plan and wanted to get the Board discussing if they plan on moving forward and how they plan on moving forward to get some movement on this considering since there hasn't been any since last February. She suggested they go ahead and put the solid waste management plan committee together and start the process. Commissioner Sangster concurred that they needed to move forward with the solid waste management plan, but were they just doing this because of what was now happening. Commissioner Johnson stated that there was monies set aside in the budget of approximately \$7,000. There were some issues that had to be addressed because of it not being updated right along in order to accomplish the full task.

Administrator Lawson stated that NEMCOG was the agent that facilitated this in the past. A couple things would come into play here. The Board identified that an issue as far as citing transfer stations wasn't very clear. If the Board brings the conversation back open to amend the plan because this was something that needed to be corrected. The Board of Commissioners could identify a target area of what they want the committee to work on. The second thing was the Board talked about at the work session a couple weeks ago was the possibility of requiring the passing of an ordinance that would allow the County do some sort of licensing for haulers in the County. If these items were not identified, the scope of the solid waste management plan could get quite large and the intent might not be to open it that large. Another factor was the State through the Governor's Office was looking at the possibility of opening back up solid waste plans and renaming more based on recycling. Staff has received word that there was going to be grant funding available in the next year or two to help amend plans based on recycling and they will try to get more information. These were the three (3) areas to look at and he didn't think that there needed to be discussion on any changes as to where the waste goes for the County. Commissioner Sangster stated that he would like NEMCOG to facilitate this and come back with a workshop to identify a little bigger outline. Commissioner Johnson stated that having the committee put this together was a better strategy. There was input from individuals that actually worked in this area and they were the ones who were going to be mostly impacted by this. There was unanimous consensus of the Board to go ahead and reopen up the solid waste management plan for the committee to amend specific topics identified by the Board.

Commissioner Wallace reminded the Board about the list of priorities that didn't get discussed in the Planning Session.

## **CITIZENS COMMENTS**

Gil Archambo citizen of Grant Township commented on the Planning and Zoning Committee Meeting scheduled for June 6, 2018. He stated the Administrator stated there were two major topics on the agenda and if there was time, they would possibly talk about the solar ordinance. Administrator Lawson stated that it would be placed on the agenda, but he didn't know how long the Heritage Cove discussion would take. It was up to the Board Chair to decide. Commissioner Wallace stated that it was the Board of Commissioner's position to see that it was discussed as soon as possible.

Wendy Dixon citizen of Mullett Township commented that she spoke before the Board last September and the dam management in Cheboygan. She stated that Scott Swanson had written a newspaper article back in 2016 for the 'Straitland Resorter', which she took a lot of time and effort to look into because it was talking about it being a weather issue. She spent a lot of time at the DNR looking into what was going on with the gate management. She was very saddened to see that it had nothing to do with the weather. In September, the Board of Commissioner suggested that she stick with the DNR because this was their forte and the

Board didn't oversee this. The reason why she was coming back was Cheboygan County has three of the biggest lakes in Michigan and this watershed that all drains through Cheboygan is the highest water flow in the State. It's as though the DNR does not understand a lot of their procedures. The DNR response from the two letters that she had written stated that they were taking care of everything. For example there was a draw down procedure. In the fall by November 15<sup>th</sup> there was to be a 6" draw down. In the last 12 years, the DNR has not met the 6" draw down. It averaged 6.6" over with the high being 8.5" over. The lowest was 1.5" over. There were a lot of neat graphs in the DNR Office with some going back to 1969 with every one of them show the draw down incorrectly. There was no legal corridor, but the DNR has an Operational Agreement which was failing to be enforced. It was affecting the folks on Black Lake who just this spring saw their lake 2' over the lake level. Mullett Lake saw 10" over, Crooked Lake was 5" over and she had no idea about Burt Lake. The DNR needs to look at and follow their procedures. She would like to spend time and give the information to the Drain Commissioner and bring it back to the Board. Cheboygan County's Natural Resources need to be protected.

### **BOARD MEMBER COMMENTS**

Commissioner Gouine asked who was in charge of the Alverno Dam draw down. He stated that the Alverno Dam was holding back water and he believed it was because the Mullett Lake was full and that created more water at the Klever Pond.

Commissioner Wallace stated that this was why the study would be helpful to see what was going on and then the Board could see what they could do about it.

Commissioner Sangster stated to just remember that there were two sides to every story and there were just as many complaints about the river being too low as the river being too high.

**Motion** by Commissioner Sangster seconded by Commissioner to adjourn to the call of the chairperson. Motion carried with 7 yes, 0 no and 0 absent. Meeting adjourned at 11:42 a.m.

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Karen L. Brewster  
Cheboygan County Clerk/Register

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John B. Wallace  
Chairperson

**CHEBOYGAN COUNTY BOARD OF COMMISSIONERS  
RECONVENED MEETING  
May 31, 2018**

The Reconvened Meeting of the Cheboygan County Board of Commissioners was called to order in the Commissioners Room by Chairman Wallace at 9:30 a.m.

**Present:** Commissioners Karen Johnson, Richard Sangster, Mike Newman, Cal Gouine, Roberta Matelski, John Wallace and Bob Bolinger

**Absent:** None

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

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

Administrator Jeff Lawson presented the Truth in Taxation Resolution No. 18-07 to Establish a Millage Rate and Set Public Hearing. The County was in the process of completing form L-4029, which sets the County's millage rate for the current tax year. Upon review, it was identified during the 2018 Budget process; the posting for the public hearing for the budget was not posted in the newspaper prior to the hearing, which would have eliminated the need for a Truth in Taxation public hearing. If this meeting was not held, the County could only set the millage rate at what the County collected last year in 2017 of 5.6103 mills, which would allow the County to collect \$8,052,160. In order to adopt the 2018 General Operating Millage rate at the maximum permitted by law of 5.7284 mills, which allows the County to collect \$8,021,662, a public hearing would need to be held prior to adopting the 2018 General Operating Millage rate. The proposed resolution establishes the millage rate and public hearing.

There was no public input received.

**Motion** by Commissioner Gouine, seconded by Commissioner Johnson, to adopt Resolution No. 18-07 Truth in Taxation Resolution to establish the 2018 millage rate, set the public hearing and authorize the Chairperson to sign.

**Resolution No. 18-07**

NOW, THEREFORE, THE CHEBOYGAN COUNTY BOARD OF  
COMMISSIONERS HEREBY RESOLVES that:

1. For Fiscal Year 2018 the total millage rate of 5.7284 mills for operating purposes, which includes an additional rate of 0.1181 mills, shall be established for levy upon property located within Cheboygan County.
2. A Public Hearing is set for June 12th, 2018 at 9:30 a.m. within the Board of Commissioners Room to hear comments on the proposed increase of 0.1181 mills to establish a total 2018 County operating millage rate of 5.7284 mills, for operating purposes which is within its present authorized millage rate.

## Reconvened Meeting – May 31, 2018

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

Meeting adjourned to the call of the Chair. Motion carried with 7 yes, 0 no and 0 absent. Meeting adjourned at 9:38 a.m.

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Dawn Reo  
Chief Deputy Clerk Register

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John B. Wallace  
Chairperson

**CHEBOYGAN COUNTY BOARD OF COMMISSIONERS  
COMMITTEE OF THE WHOLE MEETING/BOARD PLANNING SESSION  
April 25, 2018**

The regular meeting of the Cheboygan County Board of Commissioners was called to order at 9:30 a.m. by Chairperson John Wallace at Audie's Restaurant in Mackinaw City.

Roll called and a quorum present.

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

**Absent:** None

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

**CITIZENS COMMENTS** - None

**SCHEDULED VISITORS/DEPARTMENT REPORTS** – None

**ADMINISTRATOR'S REPORT** - None

**OLD BUSINESS** – None

**NEW BUSINESS** - None

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

**Review of Board Goals –**

Administrator Jeff Lawson reviewed the County Mission and Vision Statement and the current goals for the County. No changes were made to the Mission and Vision Statement, but it was suggested that the Board Goals needed updating to clarify the ability to change and keep up with the times for the implementation of these goals in a timely fashion. Staff would review. It was the consensus of the Board to send out a survey to the public to update the Board Goals.

Discussion was held on housing improvement, implementation of blight ordinances and direction of enforcement with each of the units, the process of the Gold Front demolition and keeping communication open.

**CCE 911 Radio Project –**

Administrator Jeff Lawson briefly reviewed the CCE 911 Radio Study that was presented to the Board last year. Discussion was held on the proposed

revisions to the CCE 911 Articles of Incorporation for clarity in the existing agreement as well as providing the necessary language to pursue the funding necessary for the project through a millage or increase of the phone surcharge to implement the project, which would be placed on the November ballot. Discussion held on the pros and cons. Staff to put together more information. The consensus of the Board was to look at a phone surcharge. This topic would be discussed jointly by Board members at the Annual Tri-County CCE 911 Meeting on Wednesday, May 23, 2018 at 12:00 P.M. to be held at the Headlands Waterfront Event Center in Mackinaw City.

### **Economic Development –**

Administrator Jeff Lawson updated the Board on the Economic Development discussion that was held last year. The Board was still trying to define exactly what the county development picture looked like. He stated that there were a lot of agencies and a lot of puzzle pieces and questioned how to get all these players together in their capacity of what they can do. Discussion was held on if the current EDC was effective, what funding is needed, and at what level and should there be someone on staff or contracted for economic development work. It was the consensus of the Board to RFP for an economic development consultant. The Board wants to work on putting together an effective system to try and provide an economic development plan.

### **Solid Waste Plan -**

Administrator Jeff Lawson reviewed the Solid Waste Plan, which had been placed back on the agenda for further discussion as related to an amendment for transfer station siting clarification and enforcement provisions. Last year, most of the conversation was centered on Type B transfer stations. The difference between Type A and Type B was the volume. . Discussion was held on the amendment process.

Commissioner Johnson commented that what she saw in the SWMP was that the Board of Commissioners needed to make a decision on to whether to amend the plan and bring it into compliance or continue with status quo. She felt the County was running into issues within the County in regards to the definition of a Type B transfer facility, defining what a waste hauler actually was, clarifying the language for the siting criteria, defining enforcement actions, and identifying the group that would come together or if the County Commissioners would take this upon themselves. One of the main things to deal with on this plan was the state did not regulate Type B transfer facilities that were under a certain volume of waste that gets processed through these facilities. This was where the SWMP gets put into place. It becomes the responsibility of the County to manage these issues. There was some disagreement with the County and from the DEQ on who was responsible for enforcement action.

Administrator Jeff Lawson stated that the quickest way to regulate the activity that was causing most of the concern over the past few years was by land use regulation and also by regulating the number of haulers by requiring a license to operate in the County. Discussion was held on the difficulty of the enforcement of the SWMP.

**Infrastructure Project Review –**

Administrator Jeff Lawson reviewed the status of the Jail Expansion/Storage Building and discussed the needed work scope changes to the Marina project to keep the project in the original \$800,000 project cost budget. Discussion was held on the history and income of the Marina. The recommendation was to submit an amendment to the grant scope of work for State approval.

**CITIZENS COMMENTS**

Carl Muscott citizen of Tuscarora Township commented on the hiring of the new Planning and Zoning Director being from Colorado and having no experience with the Michigan Planning Enabling Act. He pointed out the difference of salaries listed on two different job applications for Mr. Turisk and reviewed information that he received from a FOIA request from Mr. Turisk previous employer.

**BOARD MEMBER COMMENTS**

Commissioner Wallace commented that he had asked the Board of Commissioners to make a list of things to be discussed at this Planning Commission Session. It was the consensus of the Board to compile the list today and to come back to discuss it at a later time.

Commissioner Sangster suggested one of the topics to be discussed was on expanding the Straits Regional Ride's schedule in Cheboygan County, look at what the cost would be and discuss what Cheboygan County would like to see. Straits Regional Ride was quite essential to many citizens. Discussion held on a possible market study being done.

Commissioner Newman commented on a handout that was given out by Mr. Muscott on the Solar Farm Ordinance-Draft Rev. 1.0. He stated it had a lot of good information. This Solar Project in Grant Township could be a great money maker for the County and he would like the Board to stay spot on with this.

Commissioner Gouine stated he would like to discuss the DNR property located between the City beach and the County Marina. Administrator Lawson stated that the City was still working on obtaining it from the DNR.

COMMITTEE OF THE WHOLE – April 25, 2018

Commissioner Johnson reminded the Board that there was money put in the 2018 budget for updating the SWMP. She suggested that the Planning Commission change the format of their meetings with the solar ordinance coming up and their ability to work on this. The Planning Commission has two meetings a month. Maybe the first meeting would be directed more towards business and the second meeting would be directed more towards the review of projects so that this gets taken care of and the ordinance language gets brought to the public. Commissioner Johnson also questioned where they were at with the Redevelopment Ready Community application. Administrator Lawson explained that this was something that the City and Mackinaw City was working on. These were specific to these municipal units and there were certain criteria that had to be met as a unit of government, but once the units meet that criteria, the State gives them that designation. It identifies to the developers that they are ready for business. The County can supply support information, but its designation was not what the County has direct access to for those communities to use. Commissioner Johnson would like to discuss the hiring of a Human Resources individual even on a contract type basis to help give the County employees the health and wellness benefits that an HR person brings to the table rather than tasking the Administrator with that. Especially, in a situation where this might involve the Administrator, the County employee would not have anyone to go to.

Commissioner Matelski was concerned with the Glass Bottom Boat Tour. Administrator Lawson stated that once the State Waterways Commission approves their license, then the County has a slip agreement that has to be signed and the owner needs to supply an insurance certificate.

Commissioner Wallace commented on the list of topics to be discussed being: Hiring of an HR Person; Economic Development; Drug Court; staffing in Construction Code; a survey and a County newsletter to go out with the tax bills because a lot of the older people do not have computer access; employee recognition, County property maintenance; Solar Farm Ordinance and the Opioid epidemic. It was the consensus of the Board to meet again with a starting time of 9:30 a.m.. He thanked the Administrator for a good job in getting things organized.

**Motion** by Commissioner Wallace, seconded by Commissioner Newman, to adjourn to the call of the Chair. Motion carried. Meeting adjourned at 2:00. p.m.

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Karen L. Brewster  
County Clerk/Register

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John B. Wallace  
Chairperson

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

March 15, 2018  
University Center  
Gaylord, MI

**Call to Order**

The Northeast Michigan Council of Governments (NEMCOG) Board of Directors Meeting was called to order by Board President Robert Heilman at 10:00 a.m.

A quorum was declared.

**Roll Call**

Board Members Present: Dan Gauthier, Cameron Habermehl, John Wallace, Daryl Peterson, LaNita Olsen, Robert Pallarito, Carl Altman, Adam Poll, Marisue Moreau and Mary Ann Heidemann.

Staff Present: Diane Rekowski, Karen Cole, Jonathan Tobin, Steve Schnell and Nico Tucker.

**Approval of Minutes**

R. Heilman presented the minutes of the February 15, 2018 meeting. D. Peterson moved, seconded by R. Pallarito to approve the minutes as presented. All ayes, motion carried.

**Financial Report**

K. Cole reviewed the February 2018 financial statements. J. Wallace moved, seconded by R. Pallarito to receive and file the February 2018 financial report. Ayes all, motion carried.

**Special Presentation**

Lee Shirey, MI EDA Representative: MI EDA is a small development group that provides funding directly to NEMCOG. They coordinate with NEMCOG to identify infrastructure and economic development projects that are needed in the region, then work with the individual communities to implement those projects. They work with Eligible Applicant Owned Infrastructure which includes Local Units of Government, Special Unit of Government and Non-Profit Entity. Investments go into anything owned by those entities. MI EDA is entirely a grant funding agency, everything is based on a Matching Grant. Grants are typically 1 to 1 but there are some scenarios that allow the grant to fund up to 80%. Grants range from around \$25,000 to \$3 Million just depends on what the projects is. If you have any projects you would like to fund you can present them to D. Rekowski and she will bring them to L. Shirey at MI EDA for review.

**President's Report**

**Regional Project Review:** There was one project request from Alcona Citizen's for Health Inc. for a new building for Oscoda Services. Total project cost is \$4,548,000, total grant requested is \$500,000. A. Poll moved, seconded by C. Altman to approve the grant request. Ayes all, motion carried.

**MI Association of Regions (MAR):**

MDOT came and reported on the bike maps in region and is looking for funding to update them with all of the new trails that have been added in the region. MDOT is also now requiring culvert inventories and the responsibility to complete those will fall on the Road Commissions.

DEQ is shifting it's focus for solid waste from landfill capacity to recycling. Michigan currently has the lowest tipping fee in the country and the Governor is looking to increase the tipping fee by about 15%. Looking to fund \$60,000 a year per county for recycling. That number would increase by \$10,000 per county if recycling is coordinated on a region level.

DNR is looking for help from the regions to help create ORV maps. The DNR is also working on an action plan for the Deer Chronic Wasting Disease that is moving into our state deer populations.

**Director's Report**

Jonathan Tobin is NEMCOG's new Communications Director. Jonathan presented a brief explanation of the email issues NEMCOG had through the month of February, the agency email back up and running as of the date of the meeting. Diane then handed out the new Program Highlights to the Board Members. N. Tucker handed out information about the road infrastructure planning for the next 5 years and went through a brief explanation of the reports. S. Schnell highlighted some of the projects he has been working on, one of which is the Redevelopment Ready Communities. It is a program that will help communities plan longterm for redevelopment in the future. NEMCOG currently has a contract with the MEDC to provide funds for a certain number of communities in the region to become Redevelopment Ready Communities. The other project S. Schnell is involved with is the Iron Belle Trail. He is working with the communities in our region to build the trail through a significant part of our region. Currently working on finding a way to fund the project as we transition into a new administration.

**Committee Reports**

Finance Committee: Did not meet.

**RPI Collaborative:** S. Schnell presented updates on the initiatives the RPI Collaborative groups is working on. Specifically the strides they are making towards promoting Talent growth in the region. Will have more details to present in the next couple of months.

**Previous Business**

None

**New Business**

None

**County Updates**

**Oscoda County:** Started core sampling to verify the ground will support the foundation for the new County Building.

**Otsego County:** Library will start moving the books in order to start construction of the new expansion. The books will be moved to the fourth floor of the Alpine Center, they will be housed there until around the end of October.

**Cheboygan County:** Their Tri-County 911 services has been approved to put an additional surcharge on citizens phone bills. Looking to update the 911 center for the Tri-County area. In Indian River the Brown Trout restaurant has been sold and is being turned into a Stake House.

**NE MI Consortium:** Spent the last few days with the Governor's office talking about the new Marshal Plan. Still in its early working stages and has not been approved by the legislature. The new Marshal Plan has more of an emphasis on choice over supporting Trades over Postsecondary Education or vice versa.

**Montmorency County:** Hired a new IT Company for the Court House, will try out this new company for a year and then go from there. The County Board is currently focusing on school safety and addressing how it will move forward with that.

**City of Alpena:** Had an extension on their Facade Grant with the MEDC. The Splash Park bid has been awarded and construction should be starting as soon as the weather gets nice.

**Presque Isle County:** They had some property that they had previously given to the EDC but there are now some private businesses that want to purchase the property. The EDC is going to gift the properties back to the county and it will split the lot up then give them back to the EDC and they will sell those new lots to the interested individuals.

**Alcona County:** Looking to find money for a new program called Jail Tracker. Finished union negotiations with the Sherifs Department.

**Mackinaw City:** Getting ready to replace the decking on one of their piers. Building new docking on the North pier for boats that are 50-60 foot long. Nearly all of that new dock space has already been leased out. They have a new brewery coming to the City as well as a new brew pub. Enron has started some geological drilling, one of their plans is to drill under the straights and possibly put in a new line. Had a large chunk of property that was given to the Nature Conservancy, somewhere around 50-60 acres.

### **Public Comment**

A Representative from the Michigan Veterans Affairs Agency was present and let the group know that there would be a Veterans Meeting on April 26, 2018 at the American Legion Hall in Prudenville.

### **Adjournment**

The meeting was adjourned at 11:25. The next meeting will be held on April 19, 2018.

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

April 19, 2018  
University Center  
Gaylord, MI

**Call to Order**

The Northeast Michigan Council of Governments (NEMCOG) Board of Directors Meeting was called to order by Board President Robert Heilman at 10:06 a.m.

A quorum was declared.

**Roll Call**

Board Members Present: Dan Gauthier, Cameron Habermehl, John Wallace, LaNita Olsen, Robert Pallarito, Carl Altman, Marisue Moreau, Robert Heilman, Mary Ann Heidemann and Dave Post.

Staff Present: Steve Schnell, Karen Cole and Jonathan Tobin.

**Approval of Minutes**

R. Heilman presented the minutes of the March 15, 2018 meeting. R. Pallarito moved, seconded by J. Wallace to approve the minutes as presented. All ayes, motion carried.

**Financial Report**

K. Cole reviewed the March 2018 financial statements. C. Altman moved, seconded by R. Pallarito to receive and file the March 2018 financial report. Ayes all, motion carried.

**President's Report**

**Regional Project Review:** None

**MI Association of Regions (MAR):** Will report next month.

**Director's/Staff Report**

S. Schnell presented a website with maps highlighting different aspects of the opioid epidemic in the region. Link for website- <http://arcg.is/jDrTW> The board then discussed different methods they are implementing in their areas for combat these issues.

S. Schnell asked if there would be any interest in having a Regional Medical Examiner to help alleviate some of the cost associated with having a Medical Examiner for each county. Crawford, Otsego and Oscoda counties expressed an interest in setting up a regional system for a Medical Examiner.

NEMCOG is currently working on the conditions for the Hazard Mitigation Grant that was sent out recently.

### **Committee Reports**

**RPI Collaborative:** Still working on getting the Talent Survey out to students in order to have a large enough pool for the data to be relevant.

### **Previous Business**

None

### **New Business**

None

### **County Updates**

**Alpena County:** Still making progress towards building the new jail. Also working on building a \$12 million terminal at the airport. Alpena County will have to match \$2 million of the project. On the whole things are looking very good with unemployment at 5%.

**Alcona County:** Recently entered into a lawsuit on the opioid epidemic and will be meeting with attorneys in the next two or three weeks.

**Oscoda County:** Still looking for a new Medical Examiner. Have a new business coming into the county that builds model homes. The county is currently short handed on paramedics and advertising for part-time paramedics and EMTs.

**Otsego County:** There are five millages coming up this year. That includes the Recycling Program with Emmet County, the School Sinking Fund, the University Center/M-Tech operational fund and the County Bus System.

**Cheboygan County:** May have a lawsuit pending because of the Goldfront project. The group looking to sue claims they were wrongfully overlooked for a contractor bid. The county is moving forward with the jail expansion and will cost around \$2 million.

**NE MI Consortium:** Currently have their Spring Career Fair happening throughout the region. With employment being down they are finding that many more employers are looking for qualified staffing. This is especially apparent when it comes to trades jobs and there is currently a severe lack of qualified electricians and construction workers.

**Village of Hillman:** Just put a new budget in place and have a few projects planned for the year. They will be putting a new filtration system on one of their wells and should only be around \$35,000 to complete. The price for water and sewage will go up slightly but they will still be in the bottom third for pricing in Northern Michigan.

**Mackinaw City:** Currently going through a review of General Ordinances and will be amending the first batch tonight. Just recently adopted a new Zoning Code and is totally interactive online. R. Heilman

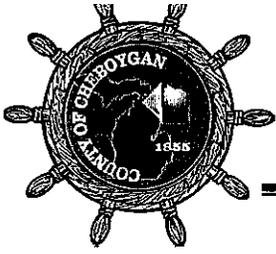
made a point to praise Denise Cline for her work in helping Mackinaw City to update their Zoning Code.

**Public Comment**

None

**Adjournment**

The meeting was adjourned at 11:00. The next meeting will be held on May 17, 2018.



# CHEBOYGAN COUNTY PLANNING COMMISSION

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

## CHEBOYGAN COUNTY PLANNING COMMISSION MEETING & PUBLIC HEARING WEDNESDAY, MAY 2, 2018 AT 7:00 P.M. ROOM 135 - COMMISSIONER'S ROOM - CHEBOYGAN COUNTY BUILDING

**PRESENT:** Bartlett, Freese, Kavanaugh, Borowicz, Croft, Ostwald, Lyon, Jazdyk, Churchill  
**ABSENT:** None  
**STAFF:** Jeff Lawson  
**GUESTS:** Bob Lyon, John F. Brown, Carl Muscott, Russell Crawford, Cheryl Crawford, Karen Johnson, Roberta Matelski, Eric Boyd, Carmela Boyd, Cal Gouine, John Moore, Vince Rogala, Brian Fullford, Ty LaPrairie, Anthony Zalewski

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

### PLEDGE OF ALLEGIANCE

Chairperson Croft led the Pledge of Allegiance.

### APPROVAL OF AGENDA

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

### APPROVAL OF MINUTES

There were no meeting minutes to approve at this time.

### PUBLIC HEARING AND ACTION ON REQUESTS

**Mackinaw Mill Creek Camping/FCVE, LLC** - Requests an amendment to a Special Use Permit for construction of an addition to a storage, repair and maintenance building (Section 9.3.4.) and for construction of a gazebo (Section 9.3.4) at a campground. The property is located at 9730 W. US-23 Highway, Mackinaw Township, section 21, parcel #011-021-300-004-00 and is zoned Agriculture and Forestry Management (M-AF) and Lake and Stream Protection (P-LS).

Mr. Lawson stated this is a request for a 24ft. x 108ft. addition to a storage and maintenance building and construction of a 20ft. x 30ft. gazebo on a campground located at 9730 West US 23 Highway Mackinac Township and is zoned Agriculture and Forestry Management and Lake and Stream Protection. Mr. Lawson presented the rest of the staff report information relative to current zoning, surrounding land uses, environmentally sensitive areas, historical buildings, traffic implications, parking requirements, signs, lighting and stormwater management. Discussion was held on the exact size of the gazebo as to whether it was to be 20ft. x 30ft. or 20ft. x 40ft. and it was agreed the dimensions were to be 20ft. x 40ft. and that the 20ft. x 30ft. was only a representational drawing of the gazebo and not the actual dimensions to be met.

Ms. Croft asked for public comment. Mr. Muscott stated that he wholly supports the project but questions why it could not be administratively approved without a formal amendment to a special use permit. Public comment closed.

**Motion** by Mr. Freese, supported by Mr. Churchill, to waive the topography requirement. Motion carried unanimously.

**Motion** by Mr. Borowicz, supported by Mr. Bartlett, to waive the drawing scale requirement. Motion carried unanimously.

The Planning Commission reviewed the General Findings and the Findings of Fact under section 18.7 and 20.10. **Motion** by Mr. Kavanaugh supported by Mr. Churchill, to approve the amendment to the special use permit based on the General Findings and the Specific Findings of Fact under section 18.7 and 20.10 subject to the requirements of the Department of Building Safety. Motion carried unanimously.

**Dan Slanec/Slanec Family Living Trust & Skruba Family Living Trust** - Requests a rezoning from Agriculture and Forestry Management District (M-AF) and Commercial Development (D-CM) to Commercial Development (D-CM). The property proposed to be rezoned is located in Tuscarora Township, Section 1 and described as follows:

*Parcel #161-001-200-005-04*

BEG AT E1/4 COR SEC 1, T35N,R3W; TH W ALG 1/4 LI 120.42FT TO R/W HWY-27 FOR POB; TH S OD 14M 30S W ALG R/W 219.35FT; TH N 89D 45M 30S W 250FT; TH S OD 14M 30S W 499.52FT TO NLY R/W OF ON RAMP FOR I-75 HWY; TH ALG CURVE CHRD BEARS N 45D 07M 30S W 563.38FT & ALG CURVE CHRD BEARS N 20D 14M 25S W 768.06FT; TH S 89D 45M 30S E 919.66FT TH S OD 14M 30S W 396.44FT TO POB. \*EXC: COM AT E 1/4 COR SEC 1, T35N,R3W; TH N 89D 45M 30S W 120.42FT TO WLY ROW LI OF HWY M-27; TH S OD 14M 30S W 219.35FT ALG SD W ROW LI; TH N 89D 45M 30S W 250FT; TH S OD 14M 30S W 200.23FT TO POB; TH CONT SOD 14M 30S W 299.12FT TO NLY LI OF I-75 OF N BOUND ON RAMP 468.54FT ALG CURVE TO RIGHT, HAVING RAD OF 749.18FT & CHRD BEARING N 49D 17M 46S W 460.94FT; TH S 89D 45M 30S E 350.70FT TO POB.

Mr. Lawson reviewed the information in the staff report. Mr. Kavanaugh asked if this request was prompted by an enforcement action. Mr. Lawson stated that this was the case.

Ms. Croft asked for public comment. Mr. Fullford questioned the depth of the commercial zone along M-27 and future practical uses for portions of the parcel if other than Commercial. Public comment closed.

Mr. Freese presented comments concerning the prior history of the parcel, physical conditions of the parcel that limit its use due to the shape, topography and extensive wetlands. Mr. Freese indicated that the section 3.9 states that the zoning district boundary should follow parcel boundaries and that any ambiguity should be decided by the Zoning Board of Appeals. **Motion** by Mr. Kavanaugh, supported by Mr. Churchill, to remand the request to the Zoning Board of Appeals. Motion carried unanimously.

**Tiger By The Tail, LLC/ Ty LaPrairie** - Requests a Special Use Permit Amendment for construction of an Indoor Storage Facility (Section 6.3.16). The property is located at 5142 South Straits Hwy. and 5138 S. Straits Hwy., Tuscarora Township, Section 35, parcel #161-035-200-013-00 and parcel #161-035-200-014-00 and is zoned Commercial Development (D-CM).

Mr. Lawson stated that Mr. LaPrairie is requesting a special use permit to construct an indoor storage facility at 5142 South Straits Highway. Mr. Lawson reviewed information in the staff report.

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

The Planning Commission reviewed and approved the general findings and the specific findings under section 18.7 and 20.10. **Motion** by Mr. Freese, supported by Mr. Borowicz, to approve the special use permit based on the general findings, special findings under section 18.7 and 20.10 subject to Department of Building Safety requirements. Motion carried unanimously.

**UNFINISHED BUSINESS**

**Discussion Regarding Planned Unit Development Draft Language**

Mr. Freese provided a shortsynopsis of the progress on the PUD.

**Discussion Regarding Solar Arrays**

Mr. Lawson explained the PowerPoint presentation developed by Michigan State University regarding solar energy. Discussion was held.

**NEW BUSINESS**

No comments.

**STAFF REPORT**

Mr. Lawson presented information on a workshop for Planning and Zoning to be held in Roger City.

Discussion was held concerning zoning district boundaries following property boundaries and problems associated therewith.

**PLANNING COMMISSION COMMENTS**

Ms. Croft asked when the Planning Commission would handle the Heritage Cove questions. Ms. Lyon stated she had pictures of solar arrays at Michigan State University.

**PUBLIC COMMENTS**

Mr. Muscott questioned Master Plan implications for the solar regulation and requirements. Mr. Makee presented information

on solar power and on the proposed solar farm in the county. Mr. Boyd presented his objections to the solar farm in Grant Township.

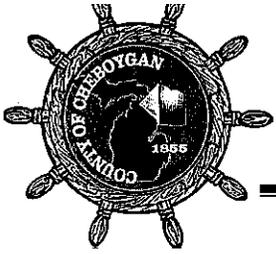
**ADJOURN**

**Motion** by Mr. Kavanaugh to adjourn. Motion carried. Meeting was adjourned at 8:20pm.

A handwritten signature in cursive script, appearing to read "Charles Freese", written in black ink.

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Charles Freese  
Planning Commission Secretary



# CHEBOYGAN COUNTY PLANNING COMMISSION

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

## CHEBOYGAN COUNTY PLANNING COMMISSION MEETING & PUBLIC HEARING WEDNESDAY, MAY 16, 2018 AT 7:00 P.M. ROOM 135 - COMMISSIONER'S ROOM - CHEBOYGAN COUNTY BUILDING

**PRESENT:** Bartlett, Freese, Kavanaugh, Borowicz, Croft, Ostwald, Lyon, Churchill  
**ABSENT:** Jazdzyk  
**STAFF:** Mr. Lawson  
**GUESTS:** Mike Bieniek, Carl Muscott, Andrew Makee, Raymond Mushier, Roberta Matelski, Eric Boyd, Cal Gouine, Bob Lyon, Russell Crawford, Cheryl Crawford, Karen Johnson, John Moore, K.P. Neuman, Bill Beethem, Andy Beethem, Christina Beethem

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

### PLEDGE OF ALLEGIANCE

Chairperson Mattson led the Pledge of Allegiance.

### APPROVAL OF AGENDA

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

### APPROVAL OF MINUTES

The May 2, 2018 Planning Commission minutes were presented. **Motion** by Mr. Churchill, seconded by Mr. Kavanaugh, to approve the meeting minutes as presented. Motion carried. 8 Ayes (Bartlett, Freese, Kavanaugh, Borowicz, Croft, Ostwald, Lyon, Churchill), 0 Nays, 1 Absent (Jazdzyk)

### PUBLIC HEARING AND ACTION ON REQUESTS

**Mr. Bieniek, Agent on behalf of Tillman Infrastructure and Todd and Tammi Gall** - Requests a Special Use Permit for a wireless communication facility (section 17.13.). The property is located at 1980 S. Extension Road, Mullett Twp., sections 19 and 30, parcel #130-030-100-001-02, # 130-019-300-002-01 and #130-030-100-001-01, and is zoned Agriculture and Forestry Management (M-AF).

Mr. Lawson reviewed the background information contained in the staff report covering the application. Mr. Bieniek explained that the proposed Tower is a replacement for a wood monopole tower which is obsolete. The proposed tower will provide additional height and capacity and allow collocation of other communication providers.

Mr. Freese provided information on who has the final approval on communication towers. Mr. Freese states that the Planning Commission had previously been requiring FAA approval, but he indicated that he had recently found that MDOT has been designated as final authority under Section 203 of the zoning enabling act to grant a Michigan Tall Structures Permit which supersedes FAA Authority.

Ms. Lyon questioned whether the tower was actually 199 feet or 190 feet and it was explained that the tower was 190 feet with a 9 foot lightning rod for a total of 199 feet.

Ms. Croft asked for public comments. 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, Findings, Finding of Fact Under Section 17.13.2.b, Conditions And Standards Under Subsections 17.13.2.b.1 Through 17.13.2.b.6, Findings, Finding of Fact Under Section 18.7 and the Specific Findings of Fact Under Section 20.10. **Motion** by Mr. Kavanaugh, seconded by Mr. Freese, to approve the special use permit based on the General Findings, Finding of Fact Under Section

17.13.1.a, Findings, Finding of Fact Under Section 17.13.2.b, Conditions And Standards Under Subsections 17.13.2.b.1 Through 17.13.2.b.6, Findings, Finding of Fact Under Section 18.7 and the Specific Findings of Fact Under Section 20.10 subject to MDOT approval. Motion carried. 8 Ayes (Bartlett, Freese, Kavanaugh, Borowicz, Croft, Ostwald, Lyon, Churchill), 0 Nays, 1 Absent (Jazdyk)

**Mike Bieniek, Agent on behalf of Tillman Infrastructure and David and Carolyn Sackett** - Requests a Special Use Permit for a wireless communication facility (section 17.13.). The property is located at 3616 Bowman Dr., Tuscarora Twp., section 21, parcel #161-021-300-002-03, and is zoned Agriculture and Forestry Management (M-AF).

Mr. Lawson reviewed the background information contained in the staff report covering the application.

Mr. Bieniek explained that the proposed tower is a replacement for a wood monopole tower which is obsolete. The proposed tower will provide additional height and capacity and allow collocation of other communication providers.

Mr. Lawson explained that from the drawing provided it was difficult to determine the actual distance of the Tower from the property line. Mr. Bieniek agreed and stipulated that they would agree to meet any setback required.

Mr. Freese indicated he had calculated the distance from the base of the tower to the South property line to be approximately 92 feet. Mr. Freese indicated the tower could be moved to the north within the 100 foot square leased area without any problem since a 25 foot wide area to the north side of the leased area is not being utilized and therefore would allow the 97 foot setback to be met.

Mr. Mushier stated that he owns a parcel immediately to the south of the proposed tower location. He provided a packet of information concerning safety, noise, aesthetics, and property value decline, which he feels should be considered and support a disapproval of the special use permit. Discussion was held.

Mr. Bieniek agreed to provide a monopole Tower located 25 feet to the north within the 100 foot least area and provide screening in accordance with the regulation.

The Planning Commission added the following to the General Findings:

5. The 75 foot square foot area is moving 25 foot north within the 100 foot least area.
6. Monopole antenna is to be provided.
7. Screening is to be provided in accordance with the regulation.

The Planning Commission reviewed and approved Finding of Fact Under Section 17.13.1.a, Findings, Finding of Fact Under Section 17.13.2.b, Conditions And Standards Under Subsections 17.13.2.b.1 Through 17.13.2.b.6, Findings, 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 revised General Findings, Finding of Fact Under Section 17.13.1.a, Findings, Finding of Fact Under Section 17.13.2.b, Conditions And Standards Under Subsections 17.13.2.b.1 Through 17.13.2.b.6, Findings, Finding of Fact Under Section 18.7 and the Specific Findings of Fact Under Section 20.10 subject to screening in accordance with the regulation and MDOT approval. Motion carried. 8 Ayes (Bartlett, Freese, Kavanaugh, Borowicz, Croft, Ostwald, Lyon, Churchill), 0 Nays, 1 Absent (Jazdyk)

**K.P. Neuman and Dave Fernelius/Fernelius Land II, LLC** - Requests a Site Plan Review for an auto detail shop addition (section 6.2.2). The property is located at 11165 North Straits Highway, Inverness Township, section 6, parcel # 092-006-300-012-01 and is zoned Commercial Development (D-CM).

Mr. Lawson reviewed the background information contained in the staff report covering the application. Mr. Freese questioned whether strong cleaning agents would be used in the detailing operation. The applicant stated only steam cleaning would be used. Mr. Kavanaugh questioned the disposal of wastewater and whether the applicant had contacted the Michigan Department of Environmental Quality with regard to grease separation. Mr. Kavanaugh stated that the applicant would have to coordinate with District Health Department # 4 in regards to permits for the two wells.

Motion by Mr. Freese, seconded by Churchill, to grant the topography waiver. Motion carried. 8 Ayes (Bartlett, Freese, Kavanaugh, Borowicz, Croft, Ostwald, Lyon, Churchill), 0 Nays, 1 Absent (Jazdyk)

**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. The Planning Commission reviewed and approved the Specific Findings of Fact Under Section 20.10. **Motion** by Mr. Kavanaugh, seconded by Mr. Borowicz, to approve the site plan based on the General Findings and the Specific Findings of Fact Under Section 20.10 subject to District Health Department #4 approval, MDEQ approval of wastewater disposal and Department of Building of Safety. Motion carried. 8 Ayes (Bartlett, Freese, Kavanaugh, Borowicz, Croft, Ostwald, Lyon, Churchill), 0 Nays, 1 Absent (Jazdzyk)

*Mr. Jazdzyk entered the meeting.*

#### **UNFINISHED BUSINESS**

##### **Discussion Regarding Planned Unit Development Draft Language**

Discussion was held on the matrix to be used for the PUD amendment. Mr. Freese stated he had prepared a condensed matrix of three pages that covers the five districts that the Planning Commission is considering for cross district utilization of uses under the PUD. This matrix is only 3 pages long rather than 20 pages and actually allows for more detailed consideration of uses best able to be cross shared and others which are either already allowed in each district or for one reason or another should not be considered. Additional matrixes are scheduled and information to follow later.

#### **NEW BUSINESS**

No comments.

#### **STAFF REPORT**

No comments.

#### **PLANNING COMMISSION COMMENTS**

Mr. Beethem questioned the levels on the solar regulation. Mr. Muscott commented on the solar regulation. Mr. Boyd discussed his views against the solar farm establishment in Grant Township. Mr. Makee congratulated the Planning Commission on the progress of the solar regulation.

#### **PUBLIC COMMENTS**

No comments.

#### **ADJOURN**

**Motion** by Kavanaugh to adjourn. Motion carried. Meeting was adjourned at 9:30pm.



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Charles Freese  
Planning Commission Secretary

Health Board Meeting  
April 17, 2018

The regular meeting of the District No. 4 Health Board was called to order by Chairman Robert Adrian, April 17, 2016, at 10:00 a.m. The meeting was held in the Conference Room of the District Health Department No 4, Cheboygan County, Cheboygan, Michigan.

**ROLL CALL**

**Present:**

Alpena County:	Fournier, Adrian
Cheboygan County:	Gouine, Newman
Montmorency County:	
Presque Isle County:	Lang, Schell

**Absent:**

LaFleche, Peterson

**Excused:**

Altman

**Others Present:**

Denise Bryan, Judy Greer,  
Scott Smith, Josh Meyerson,  
Karen Nowicki-Compeau

**AGENDA CHANGES**

None.

**MINUTES**

**March 20, 2018 Health Board Minutes:** Motion by Lang with support from Gouine to approve the March 20, 2018 Health Board Minutes as presented. Ayes all, motion carried.

**CLAIMS**

**March 21, 2018 through April 13, 2018:** Motion by Lang with support from Schell to approve the Listing of Claims submitted from March 21, 2018 through April 13, 2018. Roll call vote. Ayes all, motion carried.

**PUBLIC COMMENT**

None.

**RECEIVED**

MAY 21 2018

CHEBOYGAN CO. CLERK

**ENVIRONMENTAL HEALTH DIRECTOR REPORT**

**Statewide Sanitary Code:** Smith shared a letter stating that DHD4 does not support proposed legislation regarding HB5752 and HB5753 being presented to legislative. Smith presented the opposition to the House Bills. If this Code goes through, our local Sanitary Code would need to be approved by the State of Michigan. Local Public Health wants to be at the table when Public Health Codes are designed. Meyerson felt Michigan Association of Counties should get involved. A resolution could be a future direction for the counties of DHD4. This item will remain on the agenda.

Motion by Gouine with support by Lang to support the position paper presented by Smith. Ayes all, motion carried.

**Great Lakes Beach Monitoring:** Smith informed the Board that the MDEQ has increased our Great Lakes Beach Monitoring funds for FY18 in the amount of \$7,096.64. Potentially adding additional beaches for monitoring and possibly purchase similar signage with other beaches in the Tip of the Mitt of Michigan would be a means of utilizing the funds. Smith will present pictures of the potential signage that may be used a selected beaches.

**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. The amount of fund balance being used as of February 28, 2018 is \$ 111,746.29.

**Family Planning Gap Program:** Northern Health Plan has awarded the Department an additional \$4,000 for the Family Planning Gap Program.

**Work Comp Audit:** The Department has completed its 2017 Workers Compensation Audit. We have received a refund in the amount of \$2,699.00.

**Quit Claim Deed:** The Quit Claim Deed for the Alpena Building has been forwarded to Steve Hall, President of Northern Health Foundation for signature.

**PERSONAL HEALTH NURSING DIRECTOR REPORT**

Due to weather conditions, Nowicki-Compeau was unable to travel to the conference.

**Community Health Worker:** We now have a Community Health Worker on staff. She had participated in an 8-week training.

**MEDICAL DIRECTOR'S REPORT**

**Communicable Disease Report:** The report for March 1, 2018 through March 31, 2018 was mailed to the Board with the packet for the month. There has been a slight decrease in influenza cases during the last month. Discussion occurred regarding Hepatitis A as well as Hepatitis C.

**ADMINISTRATIVE HEALTH OFFICER'S REPORT**

**Weather Closures:** On April 4<sup>th</sup> all offices were closed at 4pm due to weather and on April 16<sup>th</sup> Bryan delayed opening all offices until 12pm. Bryan had consulted with Adrian on the closure. The Adult Day Care was of concern. Montmorency Office closed for the day due to staff call-outs.

**All Staff Meeting:** Our All Staff Meeting was Thursday, April 12, 2018. The afternoon consisted of program updates. The Human Trafficking presentation was excellent. Bryan shared the picture of all the staff present at the UAW Black Lake Convention Center. Sanitarians and Nurses need 1 hour of Human Trafficking for their license. All staff received a certificate of completion. Staff received longevity service pins in 5 year increments.

**Cheboygan Office Lunch Time:** Bryan shared the statistics and complaint related to the Cheboygan Office. We are exploring additional clerk coverage with the clerks that cover clinics. Discussion occurred. Continue to monitor this at leadership meetings.

Motion by Lang with support by Gouine to close the Cheboygan Office from 12-1 for lunch effective 4-17-18. Discussion occurred. Ayes - Gouine, Newman, Schell Naves – Lang, Fournier

**Day at the Capitol:** Bryan will be in Lansing April 18th. She wrote an award nomination for Senator Stamas regarding his advocacy for action and funding for public health in the last two years, and she learned he will be presented the award on Wednesday.

**ADMINISTRATIVE HEALTH OFFICER'S REPORT CONTINUED**

**Annual Report - 2017:** Bryan presented the 2017 Annual Report.

**Documents in Process:** Bryan shared that work on the Plan of Organization, strategic planning and Accreditation prep are still in process. Accreditation will occur in November 2018.

**EMR Software:** Bryan shared that the EMR released a product test last week. The legal advice was to work forward with the EMR Company. Bryan reiterated the process that has taken place in the past regarding the EMR.

**37 Hours Work Week:** We have received a grievance today, 4/17/18, regarding not receiving additional leave accumulation for working 37 hours per week.

**Cartoon Issue:** Bryan updated the Board on the time used to fact find on a concern for a cartoon posted in an employee break room with the intent to ridicule /demean others. The behavior is unacceptable and dialogue with staff in that particular office occurred. Additionally, a Workplace Professional Appearance Policy in will be brought to the Board.

**OLD BUSINESS**

None.

**NEW BUSINESS**

None.

**PUBLIC COMMENT:**

None.

**ADJOURNMENT**

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

Adjournment: 11:26 a.m.

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Bob Adrian, Chairman

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Cal Gouine , Secretary/Treasurer

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Judy Greer, Recording Secretary

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

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

**Roll Call:**

Present: Bronson, Riddle, Couture and Kwiatkowski

Absent: Lavender, Temple and King

Mayor Bronson announced there are three Council Members out tonight; two are ill and one had a previous engagement.

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

Mayor Bronson led the Pledge of Allegiance to the Flag.

**Public Comments:**

Ms. Susan Cheli commented she was at the meeting last night stating it was good. She questioned the sidewalk comments and the \$4,000.00 estimate, stating she can see why people are not signing up to have their sidewalks repaired. City Manager Eustice stated that cost was based on City Ordinance because if you build a sidewalk you have to do it to City specifications. Ms. Cheli suggested that this is a good opportunity to brainstorm, because she can understand why people wouldn't be able to afford that. She then spoke on start-up/pop-up businesses. She went on to state she has been doing a lot of thinking about the blight, noting people are not penalized for that and is suggesting the City do a stiff penalty of \$500.00 if they don't clean their place up and thinks it would give the owner a tremendous amount of incentive. Ms. Cheli then commented on tree planting on all the approaches to the City of Cheboygan, including having a community day event at the City park. Everyone can contribute to making the City beautiful because residents and non-residents all use it. Kids can be part of the labor force. We could do the State Park, the City Beach, Memorial Park and Cemetery. Mayor Pro Tem Couture said they are looking for a task force to do that and suggested she put one together. Ms. Cheli also suggested helping the elderly who can no longer do their own yard work. Councilwoman Riddle told Ms. Cheli a good example is the Ottawa Park area in that the community was involved in putting that Park together. Ms. Cheli then spoke on having the Townships on board.

Ms. Kim Pappas, representing the Cheboygan Adult Service Advocate group, noting a meeting was held a few weeks ago with City Manager Eustice and some of Council attending. Their group meets monthly. City Manager Eustice interjected that the Council should have a handout entitled CASA Community for a Lifetime, To-do List. Ms. Pappas explained their group is comprised of representatives from NEMSCA, Department of Health & Human Services, Cheboygan Housing Commission, Probate Court, McLaren, Catholic Community and the Salvation Army, just to name a few. Their goal and objective is to make sure that the Cheboygan Community is elderly friendly. One of the things that was brought to their attention is the designation of Community for a Lifetime. As the Michigan population ages, communities adapt to meet the needs of older adults, their families and caregivers, and they

## Regular City Council Meeting – April 11, 2018

want to attract and obtain more residents and be able to provide them with a better quality of life. Ms. Pappas commented on studies that have been done and Florida found that for each senior leaving their community 2 ½ jobs are lost, so it also has an economic impact on commerce. For every \$3.00 in public services received a senior gives back \$4.00. A retiree couple could affect 3.7 jobs. There is a lot of impact, not only from an economic standpoint through the services but everything from the public library to our healthcare system and school system. Ms. Pappas then informed Council they have completed an application and met with various members of the Community on everything from a walkability study, trails and stores downtown that are senior friendly. They are not here to change everything, but want to bring awareness to the community and make sure we are doing everything we can as our population is aging. We are a retiree community and are seeing more of the elderly population (65 and over), as well as having young families in the community. She noted that right now the State of Michigan has 26 communities, the closet being Alpena and Gaylord, along with larger communities such as Traverse City, Holland and Farmington Hills, just to name a few. The ten criteria they are looking at are walkability, bikeability, supportive system, access to health care, safety and security, housing affordability, rent availability, housing modification and maintenance, transportation, commerce enrichment and inclusion. Ms. Pappas then asked Council for a resolution in support of their group efforts in having this Community for a Lifetime designation. Also, by doing this there are grants that if the City or DDA were to apply for or the County, having that designation could enable us to have another star on the application process and give more points. Mayor Pro Tem Couture asked Ms. Pappas if the City adopts a resolution, what is she looking for other than the adopting of a resolution – as far as help in the future with this. What would she like the City to do? Ms. Pappas responded she thinks as a group and they have a list of action items they would like to discuss not only with the City, but the County and Townships in our community and see if there are things that we can better our community and be more elder friendly. Not only is it for the elderly population, but it would also help out those that are disabled and the younger population, and she feels it would be a win-win situation for everybody. City Manager Eustice stated one of the biggest examples of entryways of not being elderly and handicap friendly are right here at City Hall. We have elevators, but the doors that access that elevator are not handicap accessible. They need to be power doors, and they are working on that and are going to try and upgrade those. Councilwoman Riddle asked if Ms. Pappas has thought about attending a Main Street Committee meeting because that Committee is working on things that need to be done for the Main Street area of the City and having that information brought forward might be a good addition. Ms. Pappas replied that is part of their action to get involved so that they can combine forces and not have all these separate entities trying to reinvent the wheel. They have also invited the Bring It Cheboygan Committee to a meeting, noting there were members from the Main Street program and were able to answer some questions, as well, on the application.

Mayor Bronson inquired as to the numbers contained on the handout. Ms. Pappas explained they had 10 chapters to complete and these are specific questions they would be asking of City Manager Eustice and Chief Jones. She did not expect answers this evening and it is an outline of outstanding questions they have that are specific for the City. Mayor Bronson stated we should have a written resolution. City Manager Eustice stated the Council can give him a directive to draft a resolution for the next meeting. Mayor Pro Tem Couture commented it seems straightforward and no negativity can come to light of it, but wants the City Manager to look into it and make sure there is nothing legally binding, but he is absolutely all for it. Ms.

## **Regular City Council Meeting – April 11, 2018**

Pappas then asked if the City still has a City planning and do they still meet on a regular basis. City Manager Eustice replied we have a monthly Planning Commission meeting and we do have a Master Plan in progress. Ms. Pappas asked if they could have a copy of the City's Master Plan to send in with the application to show there is an active Master Plan. City Manager Eustice answered sure. Mayor Bronson noted this is something they are working on now. Mayor Pro Tem Couture stated the last time it was updated was 2012. Ms. Pappas stated she would take one from 2012. She knows that any of their committee members would be willing to help or sit on that Commission for any type of support system. Mayor Pro Tem Couture asked if the group is local. Ms. Pappas replied 80% of their group is from Cheboygan. NEMSCA actually brought it to their attention that this is something we might be able to take advantage of; the group is a non-profit group. They try and bring resources to our community, noting they have a directory if someone needs help and/or is new to the community. There is also an annual event where they have a caregiver expo, where they try and bring services to people. Some things you don't actually think about until you actually need it or in that position of opening doors and things of that nature. Ms. Pappas informed Council they are trying to get an application in before the first of May, asking if the Resolution will be brought to Council at the next Council meeting. City Manager Eustice answered yes. Ms. Pappas thanked the Council for their time.

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

Councilwoman Riddle moved to approve the Agenda, with the corrected copy of 8-B, Unpaid Bills, and receive and file all communications; supported by Mayor Pro Tem Couture. Motion carried unanimously.

### **Approval of Prior Meeting Minutes:**

Councilwoman Kwiatkowski moved to approve the Regular City Council Meeting Minutes of March 20, 2018 as presented; supported by Councilwoman Riddle. Motion carried unanimously.

### **Public Hearings:**

#### **■ Consideration of an Ordinance to Amend Section 96.52 of the Parks and Recreation Chapter of the Cheboygan City Code by Repealing Section 96.52A and Enacting a New Section 96.52A to Redefine the Minimum and Maximum Number of Commissioners –**

City Manager Eustice stated this just a simple language change in the Parks and Recreation Ordinance; they would like to expand the minimum number of members from five to seven. The main reason for this is they are having a difficult time getting a quorum. If we could add two additional members it would be helpful. Clerk/Treasurer Kwiatkowski commented this is a Public Hearing and has to be open to the public. Councilwoman Riddle asked if they do not have to be a City resident to be on the Commission. City Manager Eustice stated they have to be a City resident. Councilwoman Riddle then asked if we go with a Recreational Authority, will this have to be adjusted. Mayor Pro Tem Couture informed her that the Authority will be separate. City Manager Eustice added there would be participation from the surrounding townships. Councilwoman Riddle asked if there would be representation from the City's Parks and Recreation Commission on the Authority. City Manager Eustice replied yes.

Mayor Bronson opened the public hearing.

## **Regular City Council Meeting – April 11, 2018**

Ms. Lois Ballard commented she went to a meeting at Inverness Township where they discussed representation, but there is only one. Mayor Bronson stated that is something different and not what we are talking about here. That meeting was talking about setting up a Recreational Authority; this public hearing is on the City Recreation Commission.

Mayor Bronson closed the public hearing.

Councilwoman Riddle moved to Amend Section 96.52 of the Parks and Recreation Chapter of the Cheboygan City Code by Repealing Section 96.52A and Enacting a New Section 96.52A to Redefine the Minimum and Maximum Number of Commissioners; supported by Mayor Pro Tem Couture. A roll call vote was taken; motion carried unanimously.

■ **Consideration of an Ordinance to Amend Section 155.03(B) of the Historic Resources Chapter of the Cheboygan City Code by Repealing the First Sentence of 155.03(B) and Enacting a New First Sentence of Section 155.03(B) to Redefine the Residency Requirements of the Commission** – Mayor Bronson opened the public hearing.

Ms. Lois Ballard said she thinks we can get a lot of good people from just outside the City limits like historically minded people, such as herself, much more so than a lot of the City people. She thinks this definitely should be part and it makes sense to use the expertise because there is some. She mentioned historic houses in the City and other townships.

Mayor Bronson closed the public hearing.

Mayor Pro Tem Couture asked if this is to allow non-City residents on the Historic Resources Commission. Mayor Bronson replied yes, noting he still appoints the members, so there is control.

Mayor Pro Tem Couture moved to Amend Section 155.03(B) of the Historic Resources Chapter of the Cheboygan City Code by Repealing the First Sentence of 155.03(B) and Enacting a New First Sentence of Section 155.03(B) to Redefine the Residency Requirements of the Commission; supported by Councilwoman Kwiatkowski. A roll call vote was taken; motion carried unanimously.

### **Miscellaneous:**

Councilwoman Riddle asked the City Manager to explain why there was no public hearing this evening on the Zoning Ordinance Re-Write. City Manager Eustice stated when the public hearing was set at the second meeting in March we were only 14 days away and you have to have a 15 day notification to have a public hearing. Mayor Bronson asked if that will be on April 24. City Manager Eustice answered it will be the first meeting in May now. He then informed the Council there are a few issues with the Zoning Ordinance they are trying to correct.

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### **Bills and Disbursements:**

#### ▪ **Prepaid Bills and Disbursements for the Month of March 2018.**

Ms. Lofgren asked on no. 24, Consumers Energy, does the City pay the whole bill and then get a credit. Clerk/Treasurer Kwiatkowski responded no, the entire bill was more than \$60,000.00.

Ms. Ballard asked if the minutes for these meetings published in the Tribune. Mayor Bronson replied not any longer; there is a notice stating they are available at the City Department or on-line.

Mayor Pro Tem Couture moved to approve the prepaid bills and disbursements for the month of March 2018 in the amount of \$549,978.07; supported by Councilwoman Riddle. A roll call vote was taken; motion carried unanimously.

#### ▪ **Unpaid Bills and Disbursements for the Month of March 2018.**

Councilwoman Riddle moved to approve the unpaid bills and disbursements for the month of March 2018 in the amount of \$30,308.82; supported by Councilwoman Kwiatkowski. A roll call vote was taken; motion carried unanimously.

### **Unfinished Business:**

#### ▪ **Policy for Purchase of Supplies & Equipment and Procurement of Contracted Services**

– City Manager Eustice stated this was tabled at the last meeting for clarification. We are amending 3C, on page 3. He went on to state he wanted approval of Council and Council wanted the approval of Council with the recommendation from the City Manager to extend contracts. That language was not in the last amendment, so City Attorney Stephen Lindsay amended it and he hopes it is clear as far as the process to be able to extend these contracts. The City Manager has the ability to recommend that contracts be extended, but they do have to come to City Council for approval; Council then has the right to ask that request for proposals be sent out, even if his recommendation is to extend them. Mayor Bronson commented he thinks this is what Council wanted.

Mayor Pro Tem Couture moved to adopt the amended Policy for Purchase of Supplies & Equipment and Procurement of Contracted Services effective April 11, 2018; supported by Councilwoman Riddle. A roll call vote was taken; motion carried unanimously.

### **General Business:**

#### ▪ **Consideration of Cheboygan County Interlocal Agreement Regarding County Recycling Surcharge ending on March 31, 2023**

- Mayor Bronson questioned “D” on page 1 – “for a period of five (5) years, 2018 through 2022, inclusive” and “7” on page 3 – “ending on March 31, 2023”. He then stated it has to do with the tax calendar. Clerk/Treasurer Kwiatkowski explained that March 31 is basically the end of tax season for 2022. Mayor Bronson said that is what he wanted to clarify. Mayor Bronson then referred to page 2, under Agreement, item 1, that the collection of “household hazardous waste, tires, batteries, and yard clippings” are in here for the period of this Contract. Mayor Bronson said we can take this waste there without no additional charge. Councilwoman Riddle asked if it includes paint and would like that included. Mayor Bronson commented we are not going to be able to change the language. He wants to make sure there is not going to be a feud later and we are in that

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time period now; the question that started us on that path was in the original contract you could take stuff there and then later they started charging. City Manager Eustice said that will no longer be the case; you can take toxic materials there. Mayor Bronson clarified the household can, but a business cannot. Councilwoman Riddle asked who we would talk with to find out if paint is included. Mayor Bronson replied the County has someone in charge of that. City Manager Eustice stated it is Mr. Dan O’Henley and he will ask him for clarification. Mayor Bronson commented the other contract expired and we are the last one to bring this up for a vote. Mayor Pro Tem Couture asked if the \$25.00 goes on a tax bill once per year. Mayor Bronson answered yes. Councilwoman Riddle said it was \$24.00 and they raised it \$1.00. City Manager Eustice commented it has been as low as \$20.00, but it can’t go past \$25.00.

Mayor Pro Tem Couture moved to approve the Cheboygan County Interlocal Agreement Regarding County Recycling Surcharge ending on March 31, 2023 to be signed by Mayor Bronson on behalf of the City; supported by Councilwoman Kwiatkowski. A roll call vote was taken; motion carried unanimously.

■ **Certification of 6-Month Delinquent Water/Sewer Utility Bills as Liens on the 2018 Summer Tax Roll** - Mayor Bronson asked if the list has changed since the last time. Clerk/Treasurer Kwiatkowski answered yes, stating the initial list amount was a little over \$102,000.00, and currently it is \$99,750.00. Ms. Herring just sent out the notices to all the property owners, so it will probably drop by another 20% before we send to the County.

Mayor Pro Tem Couture moved to approve the placing of 6-month delinquent water/sewer bills as liens on the 2018 Summer Tax Roll and direct the City Assessor to spread these amounts against the properties; supported by Councilwoman Riddle. A roll call vote was taken; motion carried unanimously.

■ **Consideration of Extension of City of Cheboygan Independent Contractor Agreement for Maintenance and Interments Services at Pinehill Cemetery with Gracie Larson, Jr. –** Clerk/Treasurer Kwiatkowski stated Ms. Larson worked for more than 10 years with Mr. Ellis Olson; for the last three years she had the Contract for Maintenance and Interments at the Cemetery. She has done a very good job working with the funeral homes, City staff and families. With his leaving it is going to get complicated because you are going to have a person who has never dealt with the Cemetery. His recommendation is for an extension of the Contract for another three years; barring that, at least for an additional year. Mayor Pro Tem Couture asked if this goes against what we just approved for the Continuation of Services or Purchases Under Limited Circumstance. Clerk/Treasurer Kwiatkowski answered no. Mayor Pro Tem Couture then asked if this Contract has been extended more than two times. Clerk/Treasurer Kwiatkowski replied no, noting Ms. Larson has had the contract for one 3-year term. Mayor Pro Tem Couture stated it is expired now, correct. Clerk/Treasurer Kwiatkowski replied yes. City Manager Eustice informed Council even if it was, the Policy that was just adopted is from tonight going forward. In each case Council can extend each Contract (Larson or McGovern) twice. He can do that and if Council does not want to do that, Council can make a motion to send out request for proposals. Mayor Pro Tem Couture explained he wanted to be sure we were not contradicting what Council just did. Councilwoman Riddle said she is in favor of keeping the person in the Cemetery at least for one-year because of Clerk/Treasurer Kwiatkowski’s leaving, but what would be the reasoning

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for going for the full three years as opposed to going with just one year. City Manager Eustice explained the original request for proposals was for a three-year contract, noting with Clayton McGovern he is only recommending a one-year extension because the original request for proposals was for one-year. Councilwoman Riddle stated we are going with the wording of the original contract. City Manager Eustice replied yes, but the Council can limit it. Clerk/Treasurer Kwiatkowski stated one remark he would like to make is the Ms. Larson is always available, 24-7, and has been involved with the Cemetery for 13 years. If you put it out after a year, you will probably never get that service again. If a contractor has any other business, they are going to be juggling their schedule with what the families want as far as burials, etc. Mayor Pro Tem Couture asked the City Manager if it is his recommendation to extend the contract for a three-year period. City Manager Eustice replied yes, it is his recommendation, as well, for a three-year period.

Mayor Pro Tem Couture to approve the extension of the City of Cheboygan Independent Contractor Agreement for Maintenance and Interments Services at Pinehill Cemetery with Gracie Larson, Jr. for a period of three year(s) at a cost of \$30,000.00 per year; supported by Councilwoman Kwiatkowski. A roll call vote was taken; motion carried unanimously.

■ **Consideration of Extension of City of Cheboygan Appraiser Contract to Assist Assessor with Clayton McGovern** – City Manager Eustice stated we sent out request for proposals when he became City Manager to contract with an Appraiser to assist him in the assessing process and Mr. McGovern got the bid. It was a one-year contract and the City Manager is recommending that we extend the Contract for a one-year period at \$37,000.00, which was the original bid for one-year. City Manager Eustice said in his opinion Mr. McGovern is doing an outstanding job for the City and with everything going on right now, he thinks it would be wise to continue this contract. Mayor Bronson commented Mr. McGovern is also in the middle of doing a reassessment. City Manager Eustice stated it was basically a 5-year plan for reassessment and he is in the third year of his contract.

Councilwoman Riddle moved to approve the extension of the City of Cheboygan Appraiser Contract to Assist Assessor with Clayton McGovern for a period of one year at a cost of \$37,000.00 annually; supported by Councilwoman Kwiatkowski. A roll call vote was taken; motion carried unanimously.

**City Clerk's and Treasurer's Comments:** Clerk/Treasurer Kwiatkowski informed Council they have been given, as information only, a Monthly Operating Fund Reconciliation dated February 28, 2018 and March 31, 2018. He stated if Council has any questions, he can answer them. Councilwoman Riddle asked if it would be good to have this at the Budget meeting before the next meeting. Clerk/Treasurer Kwiatkowski replied these have nothing to do with the budget. Mayor Bronson stated at the Budget meeting they will be talking about next year's budget, not the current budget. Clerk/Treasurer Kwiatkowski explained what Council is looking at are operating funds of the City which consist of 20 plus separate funds. He reconciles this at the end of every month and it has to agree with the bank statement to the penny. There are some negative numbers at the bottom of the report and those will be reconciled at the end of the fiscal year with interfund transfers. These are all the funds he deals with on a daily basis. Mayor Bronson commented the other document Council received on management costs would be helpful for the meeting. Clerk/Treasurer Kwiatkowski stated

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on the document on the management cost the Council can see where the figures for the City's Retirement Fund are not included. City Manager Eustice noted he has an explanation with this, noting it may not be correct but it will be corrected for the Budget meeting. He just used a ballpark figure, explaining we pay a lump sum for three retirees in that program that are currently working. He, Clerk/Treasurer Kwiatkowski and Recreation Director Hancock are in the same retirement pension plan as all the retirees and it is charged to us, so it looks like we are getting a tremendous amount of money in retirement because it is charged to the current employees, when, in fact, it is paying for the retirees in the program. Clerk/Treasurer Kwiatkowski commented it is paying for unfunded liability. Mayor Pro Tem Couture stated he sees we have a Budget Workshop on April 24<sup>th</sup>, asking the City Manager if he is comfortable with the questions of transparency and ease of reading the budget, asking if he has somebody to help with that. Would it be helpful for him to bring somebody in to help with that even if it is for setting it up for next year to see that transparency a little bit better, or some other ideas? He does not want to throw a huge wrench into recreating everything. There has to be a way to make it a little bit more transparent. The scenario just given sounds like a mess to show where all the numbers lie and does not know if it is easy to clean up, but it should be transparent. Clerk/Treasurer Kwiatkowski commented the pension liability will not show up in anybody's. Mayor Pro Tem Couture replied fair enough, noting Clerk/Treasurer Kwiatkowski works with the budget quite often, but it is not clear to him. It should be clear to everyone. Mayor Bronson said for someone outside coming in and looking at that retirement cost would see \$60,000.00 and say that the City Manager is getting a huge benefit. Without the input from the City Manager and Clerk/Treasurer to decipher or translate that, and as to what Mayor Pro Tem Couture is talking about it is hard for Council to look at the budget the way it is set up and decide what is happening today. He does not believe it is in the nature of the BS&A software to do it that way. We should be looking for somebody because we might need it presented in a different format, a spreadsheet or graph, which he thinks will be more understandable for the Council. Clerk/Treasurer Kwiatkowski said we almost have to contact our retirement company, MERS, and see what they have as far as a presentation tool. He has dealt with the pension plan for 23 years and he could not present something to Council that would show an individual cost for each employee. Councilwoman Riddle stated if he can get that information it might be helpful for his replacement to understand and become more familiar with the budgets. Mayor Bronson stated the requirements for the job is that they understand the BS&A language. It is up to Council to make sure that they can understand. City Manager Eustice said he will try and export information into Excel and try to make salaries and that sort of thing more transparent. He did provide in the Budget the 2017 actual salaries, without benefits; the actual cost per employee based on their W-2 report so Council can determine what each employee cost the City on an hourly rate and salary rate. This is broken down for every employee in the City. Mayor Bronson then questioned if this is part of the City Manager's Report. City Manager Eustice replied yes.

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

- **Preliminary Budget Review** - City Manager Eustice informed Council he would like to have a Budget Workshop on April 24 from 5:00 p.m. to 7:00 p.m. He and Clerk/Treasurer Kwiatkowski need to edit a little of what was provided to Council. The 15 page document is basically the Major Funds, General Fund and the Water/Sewer Fund. The General Fund budget projected is \$2,135,700.00, which is about \$18,000.00 higher than last year, which is basically the increase in the property taxes. There is a projected increase in State Revenue

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Sharing, noting this has been pretty stagnant for a lot of years. This should help a little bit. City Manager Eustice went on to state the PA51 monies are expected to increase. Mayor Pro Tem Couture inquired if this is the roads. City Manager Eustice replied yes, road maintenance, noting we get monies for plowing the main thoroughfares and so forth. 2019 is supposed to be the start of bigger increases for municipalities. In late 2016 there was legislation that moved monies out of the MEDC and that is where the Façade Program went awry when the monies were put back into road funding. City Manager then stated the General Fund budget is really not a lot different and that will be talked about at the Budget meeting. He informed Council that the City of Petoskey recently did a Regional 3 Study on salaries and benefits, but the format it came in is somewhat difficult to read so he is trying to get it into an Excel spreadsheet. Typically our Police & Fire Departments are 42% of the General Fund budget and that is pretty typical when looking at the range of Departments in Northern Michigan; however, Boyne City is not, they are about 29% of its General Fund budget. He noted Boyne City does not have any box stores or low income housing to deal with. He will have that report, noting it is pretty interesting data.

City Manager Eustice noted the Water & Sewer Fund based on the water and sewer rates will have a significant increase. Those are revenues that we will experience in the next fiscal year, but their intention is to pay for projects. The monies will be spent back out as soon as we can. There are a lot of special projects that need to be taken care of in both Water and Sewer and also a water tower. We still are considering a water tower and we need big dollars to complete all those projects. At this point it looks like we are eligible for grant funding because of the decision this legislative body made to go with Option C which gets us into a range where we can not only get loans, but we can get Federal dollars to help us with funding some of these projects. Councilwoman Kwiatkowski questioned the City Manager stating before that the water tower was a done deal and he now says we are considering. City Manager Eustice replied we need it at some point, but are not certain it is one of the first things we do. There is no funding for the water tower yet. Mayor Bronson stated when we get grant funding that would affect the calendar of doing that project. He then stated that DPW Director Karmol is starting that process of seeing what grant applications are available. City Manager Eustice commented most grant funding will come from the USDA (United States Department of Agriculture) and they are working with Mr. Blake Smith and Rural Water (Mike Engels) to try and obtain some grant funding.

City Manager Eustice told Council based on the expected revenues of the Ice Arena versus the expenses, we are at about a \$40,500.00 shortfall for next year's budget. It will be interesting to see how this pool tournament event goes; he does not know what kind of profit we are going to make on the tournament, but it may help. It appears the number of people playing hockey continues to go down and they don't expect a huge increase. They had one team at every level; the Mini Mites had a few extra players. We do not expect that to change next year. City Manager Eustice explained the biggest revenue generator is selling ice and it is always a dilemma of do you raise the hourly ice rate and not get as many teams and people, or do you leave it alone and try and get more kids. It is a tough situation. Mayor Bronson commented it sounds like it might be worth a special meeting just to discuss the future of that facility and what we expect to happen or not happen. Mayor Pro Tem Couture said the Ice Arena has to have refrigeration and you have to have ice, so the costs are there. The ballfields do not have to continue to be maintained and they haven't been, so those costs should have been put in

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there so they might have shown a shortfall, as well. The thing is we don't have a great comparable of document. Mayor Pro Tem Couture then stated he does not know about the Opera House; how much revenue does the Opera House bring in versus its costs. That is something that we need to do City-wide with every building or every entity that is a branch of the City and put a focus on that. It comes down to all of the recreational facilities are losing. Mayor Bronson commented we have to compare the same thing. Mayor Pro Tem Couture said it is not just the Ice Rink, but it absolutely is and it is one of those things where we are going to have to make a decision on how we are going to address it because what prioritizes, what comes first, what are things we should be doing – should we be putting sidewalks in instead of having the availability of an Ice Rink. Those are question marks that we have to answer and he thinks in the near future, because we can't continue to take losses, unless we decide we are going to subsidize that out of the General Fund, or find other ways to fund it. Mayor Bronson said that the Recreational Authority is one of the options. City Manager Eustice stated our Parks & Recreation budget, other than the Ice Rink, is about \$200,000.00 and we generate no revenue, so that is a \$200,000.00 expense. Mayor Pro Tem Couture said the Ice Rink is part of the Parks & Recreation, or it should be. Clerk/Treasurer Kwiatkowski explained it is what is considered an Enterprise Fund and is supposed to be self-sustaining. Councilwoman Riddle asked if the Opera House is an Enterprise Fund. Clerk/Treasurer Kwiatkowski stated we do not see any revenues from the Opera House and never have; we subsidize the Opera House at \$21,000.00 a year and have done that ever since he walked through the door. Councilwoman Riddle thought that this year we subsidized it by a much larger amount. City Manager Eustice stated we did not. Clerk/Treasurer Kwiatkowski stated there is not a single line item in the City's General Fund budget regarding the Opera House other than the subsidy; we don't pay any of the day-to-day costs for the help and all that. It is all through the Arts Council and our subsidy. Mayor Pro Tem Couture stated at some level we are going to have to come up in the budgeting process and start seriously thinking about a nest egg fund, either one or multiple funds, for the future upkeep of these buildings and capital improvements; we have to start looking ahead instead of being slapped in the face with a quarter million dollar project. What are we putting away for the roof of this place and for the reconditioning of the doors and making them handicap accessible; is there is a line item for that? Somewhere we have to find some additional funds in the budget; we have to prioritize and cut and find money if that is the way we prioritize it. He thinks we have serious budget workshops ahead of us. Mayor Pro Tem Couture commented he does not know what else to do as far as that goes; we can't continue to just chip away at our Fund Balance.

Mayor Bronson said some of what he thought the Recreation Commission should be working on is defining what is recreation in the community and that is why they are looking at getting more people on the Commission so we can get some meetings on a regular schedule to have that discussion and continue that discussion. Mayor Pro Tem Couture said it would be almost to the point where he would want to make a motion that the Council make their wishes of the Recreation Commission that by a certain time period they have defined our Recreation Plan; defined our recreation and put it into one Plan; we have to have that. In order to move forward with any Recreation Authority we have to start that, we have to find out what are we talking about as part of our Recreation Plan. Mayor Bronson then commented on the meeting last night where they saw the desire for more recreation, too.

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Ms. Pappas commented she knows other communities do, but does not know if Cheboygan has any marketing tools within the DDA/City of Cheboygan to market Cheboygan and lure new families into this community. We have a great asset with the Coast Guard community; are we doing anything for those families making sure they are welcomed when they come into town and that their family needs are being met. We have a lot of assets with our current residents, but we need to attract more residents and young people. We have lost a lot of students and a lot of residents of aging and what are we doing as a community to bring those new people into town. Is this something we could work with with the schools? Would it behoove the City to partner up and do some sort of a plan together and pool those resources rather than separate? We all want the same goals of having more tax paying families and growing families in the community. Mayor Pro Tem Couture stated that ball has kind of been starting to roll in a different facet than we have in the past. Ms. Pappas stated there might be some grant opportunities for those monies, too. There are some actual fantastic videographers in our area that might donate their time. She suggested we look at the Petoskey website; they have a very strong Chamber and a very strong volunteer base and a group of young entrepreneurs that really want to lure and attract more people into their community and they are doing a bang up job over there. She thinks we might be able to learn and take a look at what they are offering and maybe meet with them. City Manager Eustice said those were very good comments.

Ms. Cheli commented it goes back to what she was saying about expanding the concept of community to raise a consciousness in the Townships and the County that we are a family, a community, and we affect each other. She then commented on being able to go to neighboring communities and learn from them, how they did what they did to be where they are at, rather than trying to come up with our own unique plan when we have so much out there. Mayor Pro Tem Couture asked City Manager Eustice who in the City is in charge of economic development, knowing it is him, and basically who is that person; who is getting paid to do some of that. City Manager Eustice replied nobody. Mayor Pro Tem Couture then stated that is another line item we have to add somehow. Councilwoman Riddle asked on the marketing line item and what has happened with that. Were those monies spent and then nothing more? City Manager Eustice stated we still have marketing monies and do budget for that, but it is not a lot. We basically use it for advertising and promotion. He then stated he basically makes those decisions, noting he markets the Port and run ads in the Great Lakes Seaway Review. Mayor Pro Tem Couture said he thinks this is a conversation or brainstorming, even in a public forum. The two hours on April 24 isn't going to do it. We need to have some lengthy meetings that start in the morning and go and we are going to have to start brainstorming on this stuff. Taking ideas we get from the public is great and the survey that is coming out and all of the comments it brings in, and then Council needs to whittle it down. He does not expect that to be on the City Manager and to be one person's agenda to be able to prioritize that and the City Manager is going to need the help of not only Council but other experts to do that. He thinks we are in that position and before we start chunking our General Fund balance, before we start taking those chunks off of it, let's figure out where we need to go. We don't want to lose all the services we are offering because it is tough to market our City right now versus not living in the City. There are a lot of benefits we do have, also, and we just need to enhance them and to showcase them. City Manager Eustice replied absolutely and we need somebody that is doing exactly that; spending 100% of their time on those types of projects. He can market the City, but he does not have two hours a week to work on that. We need somebody working 40 to 50 hours a week on promoting our City and trying to recruit new investors to

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come here and try to hit the right markets and get people here. It is time consuming. Mayor Pro Tem Couture stated there are groups we should be partnering with; that is what the Chamber of Commerce should be doing because that is what that group is for. If it is not the Chamber, maybe there is another group that focuses on that like the one that is being created at the County level and then a partnership. Maybe other Townships will get involved and that starts the intergovernmental working together which is what we have tried to do for years at a lot of different Township levels or the County level. Until we start having a conversation and come up with a game plan nobody can get on board with our plan if we don't have a plan.

Ms. Cheli stated there are probably resources out there in the retired community. The more they give the community their voice and listen to the suggestions and stay open, there may be people already in our community that might want to volunteer guidance. She gave the example of the survey that will get the conversation going and get the input and give the community a chance to step up and expand our concept of what community is. It's not a burden that should be on the City of Cheboygan alone; it should be shared by the Townships and the County itself. We all avail ourselves of Cheboygan. Mayor Pro Tem Couture said it is an easy thing and having a pretty logical conversation, like they are having not, but making it turn into action is a very, very hard thing to do. Turning this conversation into action and actually getting intergovernmental units working together is not an easy task. Ms. Cheli stated we have to continue doing what we can do because it drags at the beginning stages, but as the awareness intensifies from the ideas and creativity from the greater community rises, so will the energy and the possibilities and it is just a matter of withstanding that pressure to go back to the way it has always been done. Mayor Bronson commented Ms. Cheli has a very optimistic view of human nature. She responded she does. Mayor Bronson stated the things she is talking about they have been working on for a long time and it gets very frustrating. Mayor Pro Tem Couture added we are not giving up on it either. Ms. Cheli then said she thinks there is energy out there it is just a matter of how do we catch it, stir it up and light a fire under it. Mayor Pro Tem Couture commented after listening to the brainstorming last night it is all grand and wonderful, but he really needs solutions. Solutions and money is where the City is needy. He then thanked everyone for their ideas last night. It was a round robin discussion but nobody had a solution, nobody had a solution of a way to put it in place and there is no blame; that is the hard part.

City Manager Eustice said as far as the budget he does not know if he has any other input, wanting to know if Council has questions. If Council has questions going forward they are asked to call him and he will explain it the best he can. Also, he will try and make it for the budget workshop some more transparency. He has been working on some history and projections on what the City has done over the years. It does not change a whole lot, but it is always good to look at what we might have five years from now and certainly the water and sewer rates are going to make a difference. There is a little bit of a positive about that, even though rates are going up. It's what we need to do to be successful five years from now, seven years from now. We are going to draw industrial and manufacturing businesses here, we are going to grow the Inverness Township corridor, and when Meijer's goes in out there to supply those. We are going to need capacity if we get an industrial investor here for the Port of Cheboygan. We have to be able to supply them water and sewer; we have to be prepared for that. We don't want to lose those jobs if that happened and we need a marketer to do that. There is nobody that is marketing our community to bring investors here. Not just for the Port,

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but as a whole. We need better housing opportunities. We have great parks and recreation opportunities and a lot of public property in the City, but all we can do is maintain it. We need somebody searching for grant opportunities to help us improve our parks and recreation. We need to establish a Recreation Authority so we can do these things. It is amazing the swimming pool came up several times last night and the only way you can build a swimming pool in the City of Cheboygan or Inverness Township or Benton Township or wherever, is to establish a Recreation Authority, so you can obtain the funding to be able to do something like that. We don't have a Midland-Dow in Cheboygan to give us five million dollars; we don't have those types of investors here who will donate money to our community, so we have to raise it within our community itself. We can't have big plans and want to do big projects without investing and the community has to invest. That is why we are doing the water and sewer. In seven years we will have the best municipal water supply in the State of Michigan. We have the cleanest water that comes out of the ground anywhere in the world, but we need to improve the infrastructure that it runs through and put up another water tower. City Manager Eustice commented you can sell this to investors and retirees and people that want to come here.

Councilwoman Riddle stated a few years back they use to go up to Mackinaw City to the Holiday Inn to go swimming there, asking if that is still a viable thing that people can do. City Manager Eustice replied he thinks so and you can also do that at the Pellston Hotel by the Airport. Councilwoman Kwiatkowski added that you can also go to the Physical Therapy building, which was formerly Erb Lumber. Councilwoman Riddle stated there are pools in close proximity and closer than Gaylord, questioning with the Straits Regional Ride is there a possibility of having some kind of vehicle on a particular couple of nights during the week to take people interested in going swimming to share the ride. Ms. Pappas commented on Straits Regional Ride, also.

Councilwoman Riddle then stated one of the comments last night was snow being in the middle of the road, asking what we would have to do to be able to eliminate the snow in the middle of the road in a more timely fashion; another employee. City Manager Eustice replied another employee would help, but we would have to make it the number one priority to pick the snow up in Main Street, and it is a priority, but we also have to plow all the side streets. If we have snowfall and only two plows running, we have to plow 49 miles of roads in the City. We also plow Main Street first and wind row it to the middle until we can have the opportunity to clean up all the other streets, as well. Councilwoman Riddle commented the intersections are cleaned up and if people are not jaywalking, then they are not having to go through the middle. Mayor Bronson commented it is not like it stays there all winter. City Manager Eustice said he and DPW Director Jason Karmol took notice of that and it is certainly a concern and there are times we don't get it done quickly, but maybe during the holiday season when there are Christmas shoppers we should change the priority and leave a couple streets not maintained until we get Main Street cleaned up.

- **Community Garden** – City Manager Eustice reported we have a team of volunteers who have been working on the Community Garden, which we had last year, noting Councilwoman Riddle was very instrumental in helping establish that. We have 11 plots in place, which are available at no cost, but on a first come first serve basis. If someone wants a plot, there are about five that are spoken for now, so there are 5-6 available at this point. There is an

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application available at the City of Cheboygan to participate. It is really a well-done facility, there is water there, and we are going to bring in sand and fertilizer as soon as the snow goes away. We will try and get the word out and see if we can fill these. We will also be putting up a sign this year. City Manager Eustice said he thinks this is a good start on having a place for people with no back yard or live in an apartment to grow fresh vegetables. He then commented on the community garden in Midland. Councilwoman Riddle commented on the application form, stating there is no space for a date when the application was filled out. We hope we get a lot of interest this year and they would have an idea of who showed the interest first.

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

- **Development Project** – Councilwoman Kwiatkowski asked the City Manager for an update on the Development Project. Mayor Pro Tem Couture stated he received a call today for a scheduled mediation session. City Manager Eustice noted there is a mediation session scheduled for Monday, April 30 at 9:00 a.m. with Inverness Township, County of Cheboygan and the City of Cheboygan. Other than that there has not been activity going on since the last mediation. Councilwoman Kwiatkowski then stated she had company this last weekend from Grass Lake, who are boaters. These people chose Cheboygan and love it here and could have gone everywhere.
- **Sailing Club** – City Manager Eustice commented there is a sailboat race J/35 North American Championship in Cheboygan the last weekend in July, which is the same weekend as the Music Festival and they know that. This is one of reasons they are coming. They want a lot of activity. They are going to race just outside the mouth of the Cheboygan River in Lake Huron. There will be here for about 4 days and are already filling our hotels. There should be about 20 boats but they bring 9 person crews, so there will be a couple hundred people here. City Manager Eustice went on to state they were here Saturday and spent the day here. A poster of the event was shown to the Council. Mayor Pro Tem Couture stated maybe we can implement something with the Music Fest. Councilwoman Kwiatkowski commented on putting boats in the Boat Club. City Manager Eustice noted they already have some spots in the County Marina, adding some of them race in the Port Huron to Mackinac Island Race that is the weekend before, and they are just going to stay here. Ms. Cheli stated it would be a good time to have the park spruced up and the lighthouse painted.
- **911** – Mayor Bronson inquired from Councilwoman Riddle if 911 has hired a new coordinator. Councilwoman Riddle replied yes and she was to start the first of April and will be in attendance at the next meeting.
- **Rahmberg Stover, Consultant** – Mayor Bronson asked if we have heard from our consultant lately. City Manager Eustice replied by e-mail, noting he e-mailed back and forth a couple times today. Today from the first time he talked to him this week. He then noted he has not seen a survey yet. City Manager Eustice commented thinks he has everything he needs at this point. He did send them additional information today, including a roster list by employee denoting specifically what they do.
- **Sidewalks** – Mayor Bronson inquired on sidewalks, stating the City Manager talked about reinstating the program. He then asked how to citizens apply to have their sidewalk done. City Manager Eustice stated we can utilize the same program, but he does not have any applications prepared for the current year but it is something we can easily do. It is a matter of costing it out and it is going to have to be a special assessment and for each year we will have

**Regular City Council Meeting – April 11, 2018**

to have a special assessment roll and paperwork to do for the City, not so much for the property owner, as we have to maintain those special assessment rolls. If only one person applies during that year, we have to have a special assessment roll for that year for that one person. It would be nice to get multiple people. Mayor Bronson said his vision was not only is it just a volunteer system, we are going to go around and say you need that sidewalk fixed and you either do that now or here is the opportunity to get it financed. We are not going to be waiting for people to come. Mayor Bronson then asked if there is a contract with people when they want their sidewalk done stating they agree to pay for 10 years; he then asked what happens if they move within that time. City Manager Eustice replied it stays with the property. Mayor Pro Tem Couture asked if this is only voluntary. Mayor Bronson replied yes. Councilwoman asked if the application can be on our website so people can print that off and bring it in and have a date on it. Mayor Bronson stated we will look for contractors to give us a standardized cost, but that doesn't prohibit people from doing it on their own, as long as they meet the City standards. Clerk/Treasurer Kwiatkowski said we did this years ago; the City fronted over \$300,000.00 in General Fund money, and we got that back over a period of ten years. Is the Council prepared to do that again; is the Council prepared to borrow to do that? Mayor Bronson stated he and the City Manager talked about borrowing money. Councilwoman Riddle said we need to start the process. Clerk/Treasurer Kwiatkowski said they need to protect the City's General Fund in the process. Mayor Bronson stated that is why he is talking about this now so we have this in the budget and we need to start planning because as soon as things are ready we should get going. City Manager Eustice commented we have a local bank that is willing to do just that financially and they will work with us.

**Adjournment:**

Councilwoman Riddle moved to adjourn the meeting at 8:51 p.m.; supported by Mayor Pro Tem Couture. 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 24, 2018**

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

**Roll Call:**

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

Mayor Bronson led the Pledge of Allegiance to the Flag.

**Public Comments:**

Ms., Barb Lennon introduced herself asking about the notice in the newspaper regarding the Spring Clean-up starting yesterday, April 23 through Friday May 4. She is wondering who set that schedule because her yard is still pretty wet and there is still a lot of snow; also, is there consideration for bumping that out or putting out another week or two later in May because of getting a late snow storm. Councilwoman Riddle stated she spoke with DPW Director Karmol, who set the schedule, and he decided to retain the beginning of the clean-up rather than causing confusion because some people are putting brush out to the side of the road and not everybody is as wet as your location. DPW Director Karmol also said they can possibly extend it longer, as it all develops, if it becomes necessary. City Manager Eustice said we are going to have to extend it or do something different, but the reason DPW Director Karmol did not change what we have out there right now is because we published the notice two months ago.

Ms. Barb Lennon commented she likes the City's new website, lost her recent Newsletter, and was not able to find anything on the website about the Ordinance Enforcement Committee, wondering if that is defunct or still exists? City Manager Eustice asked if she was referring to the Blight Committee. City Manager Eustice stated we need to revitalize that, noting there has been conversation on this. Ms. Lennon commented she was not sure if they met regularly or not, and if it is the Committee that you actually go to with issues in the neighborhoods. Mayor Bronson said this was more of an organizational group/advisory committee that met to discuss things; the reporting still goes to the Chief of Police. Ms. Lennon then stated she previously spoke before Council on suggesting if the City could quadrant out the City with a particular officer or whoever in charge of that neighborhood. She has been involved in that discussion before and she wondered if that went any further. City Manager Eustice informed Ms. Lennon that each officer has a section of the City that they are supposed to watch. Mayor Bronson asked Chief Jones for any comment. Chief Jones stated there will be a Blight Committee meeting next month. Ms. Lennon asked if that is an open meeting. Chief Jones replied not generally as it is a representative of Council and volunteers that basically go over the rules and regulations; they are given updates; and the Committee gives recommendations. Ms. Lennon asked if there are some issues in a particular neighborhood, should they contact somebody on the City Council. Chief Jones replies issues should be e-mailed to him or dropped off. Councilman King explained they are not public meetings with a quorum. If she has any ideas they can be shared with the Committee by e-mail. Mayor Bronson noted all of the Council Members' e-mail addresses are on the new web site. Ms. Lennon said she likes that and thanked the Council.

## **Regular City Council Meeting – April 24, 2018**

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

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

### **Approval of Regular City Council Meeting Minutes of March 27, 2018:**

Councilwoman Kwiatkowski moved to approve the Regular City Council meeting minutes of March 27, 2018 as presented; supported by Councilwoman Riddle. Motion carried unanimously.

### **Department, Boards and Commission Reports:**

- **City Planning Commission Meeting, March 27, 2018** - City Manager Eustice said he has nothing additional to report on this meeting, noting he is trying to have a Planning Commission meeting but there are only four members currently available because people are gone and one is ill. He does have a minor site plan to go in front of the Planning Commission and he is trying to orchestrate the four members that are here to get together to review the site plan. Also, there is a public hearing set for the next Council meeting on May 8 for the Zoning Ordinance, which has been published. We will again review that Ordinance. City Manager Eustice went on to state he is trying to make some minor changes in the format, not language, because the format of the Ordinance doesn't fit the format of the Charter and current Ordinances. The current Ordinances refer to Chapters and the rewrite refers to Articles and Sections. He is trying to work with Mr. Dick Carlisle to see if we can change that format. This was talked about at the Planning Commission a couple years ago and they decided not to do it, but it doesn't fit our current Ordinance like it should, so they are looking at changing the titles, etc. Councilwoman Riddle asked if they are going to have a new copy of the Ordinance or should they bring the one they have. City Manager Eustice replied they can bring the copy they have to the next meeting at this point. Mayor Bronson commented the language won't change. City Manager Eustice reiterated instead of using Articles we will be using Chapters.
- **Department of Public Safety Monthly Statistics, March 2018** - Received and filed.

### **Resolutions:**

- **Consideration of a Resolution Supporting Cheboygan Adult Services Advocates (CASA) Pursuit of Certifying Cheboygan as a Community for a Lifetime and an Aging Friendly Community** – City Manager Eustice noted Ms. Kim Pappas was at the last meeting and asked the City Council to draft a resolution of support for their efforts in Cheboygan becoming a Community for a Lifetime. Ms. Catherine Schulz spoke on this stating she is Secretary of the CASA Group, which is Cheboygan Adult Services Advocates and it is an interdisciplinary team of service agencies, both public and private, and this is a State certification that would have Cheboygan named or certified as an Aging Friendly Community. It is a 13 Chapter Assessment they started doing in September and they are just about through with it and the final Chapter is an action plan. You don't have to have all of the items achieved or accomplished in order to become certified, you just have to show you went through the assessment and identified things we are doing well in to show our strength as an Aging Friendly Community and then identified action items or things we can work on into the future.

Councilman King moved to adopt the Resolution Supporting of Cheboygan Adult Services Advocates (CASA) Pursuit of Certifying Cheboygan as a Community for a Lifetime and an

## Regular City Council Meeting – April 24, 2018

Aging Friendly Community; supported by Councilwoman Kwiatkowski. A roll call vote was taken; motion carried unanimously.

### General Business:

■ **Consideration of Proposals – City of Cheboygan Annual Audit** – Clerk/Treasurer Kwiatkowski informed Council he sent out the Request for Proposals to several audit firms and also put it on our website. We got two back: Gabridge & Company for 2017-2018, 2018/2019 and 2019/2020 - \$12,900.00 per year for a total of \$38,700.00 and if there is a single audit it is an additional \$2,500.00, which will probably come into play with the Huron Street Project because we are getting almost one million dollars in Federal money; Anderson, Tackman for those same three fiscal years their bid was \$20,000.00 each year for a total of \$60,000.00 and a single audit would be \$2,000.00. Based on that, we are recommending Gabridge & Company. Mayor Pro Tem Couture asked who did the audit last year. Clerk/Treasurer Kwiatkowski replied Gabridge.

Councilman Lavender moved to award the Request for Proposals to Gabridge & Company for the City Audit for the 2017-18 fiscal year, 2018-19 fiscal year and 2019-20 fiscal year at \$12,900.00 per year and a single audit at \$2,500.00; supported by Councilman Temple. A roll call vote was taken; motion carried unanimously.

■ **Consideration of Appointment of Angela Chastain to the Parks & Recreation Commission** – City Manager Eustice stated at a Public Hearing at our last Council Meeting we expanded the membership of the Recreation Commission from a minimum of five members to a maximum of seven members mainly because we have had a difficult time to get a quorum for the Parks & Recreation Commission meetings. The City has applications from Ms. Angela Chastain and Ms. Kate Schulz who are very interested in being on the Commission. He thinks they are certainly well-rounded candidates that can help us grow our Recreation Commission in our community with a vast knowledge of what we need in our community. These two young people can help us improve our parks and recreation.

Also, on a sad note, the Chair of the Recreation Commission, Sue Muschell, passed away Friday, which was somewhat expected as she has been ill for some time. She was at least a 20 year member of the Recreation Commission and it is sad that we lost her. She will have to be replaced, as well, on the Commission at some point.

There are two recommendations for appointments that come from the Mayor and Council has to approve them.

Councilman King commented he is happy they have shown interest here and Council has recently had the discussion that parks and recreation is great for the City but it is also extremely hard to fund. Most of what we have is solely funded by City taxpayers. Revenue has decreased in the last 20 years and we have a lot of things to accomplish. We are really looking for (1) participation, (2) creative ideas and (3) communication with the public. For what we want to do we really need to get the word out there and get volunteer help and sharing of ideas.

## Regular City Council Meeting – April 24, 2018

Councilman King moved to approve the appointment of Angela Chastain to the Parks & Recreation Commission, term to expire April 24, 2020; supported by Mayor Pro Tem Couture. Motion carried unanimously.

### ▪ **Consideration of Appointment of Catherine (Kate) Schulz to the Parks & Recreation Commission –**

Councilwoman Kwiatkowski moved to approve the appointment of Catherine (Kate) Schulz to the Parks & Recreation Commission, term to expire April 24, 2020;

Councilman Lavender inquired if the City has offered any of the Commissions training or webinars that are offered through the Michigan Municipal League (MML). City Manager Eustice replied they know when it is available. Councilman Lavender commented on a wealth of resources, noting they offer webinars on demand. City Manager Eustice said he does not know if we have emphasized that, but it is a good point to help us get some training and new ideas and thoughts.

supported by Councilman Lavender. Motion carried unanimously.

▪ **Consideration of Non-Union Employees Salary Increases/Non-Administrative –** City Manager Eustice stated this is mainly the Parks & Recreation staff, who are all non-union employees; there are four part-time and only one full-time, beside the Parks & Recreation Director Scott Hancock. We also have a part-time clerical in the Police Department, Ms. Brenda Temple. These employees are exclusive from the POLC or AFSCME Unions, so it is his responsibility to bring their wage increases to Council. Director Hancock thought at one point the Council made a motion to increase his staff the same percentage as the AFSCME Union, but there is no evidence that this ever occurred. This is something we can consider in the future. For those non-union employees that don't get an automatic increase based on a Union Contract, Director Hancock would like them to be part of the same percentage increase as the Union personnel get. City Manager Eustice went onto state he told Director Hancock that once the Union Contract was signed he would take it to Council, but we had some delays in the new Contract. He told Director Hancock he would bring an equal percentage increase request to Council for his staff. The hourly rate increase is really much less than what the Union gets because it is a percentage. This equates to about a \$1,800.00 annual increase from the General Fund Budget and disbursed over about 8 employees. Mayor Bronson asked when this increase would take effect and what is he recommending. City Manager Eustice replied for the next payroll. Mayor Bronson questioned the need for an effective date in the motion. City Manager Eustice replied it will be effective today, April 24.

Councilman King moved to approve the non-union employees' salary increases/non-administrative of 2%, effective April 24, 2018; supported by Councilwoman Riddle. A roll vote was taken; motion carried unanimously.

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

▪ **Retirement -** Clerk/Treasurer Kwiatkowski said as everyone knows he is retiring and his last day will be May 25. Councilwoman Riddle asked if we have gotten very many applications. City Manager Eustice replied we had 17 resumes that responded to the ad. He and the Mayor had talked earlier and they need to get the Committee together, noting the Committee has the resumes for review. The Committee and City Manager will determine who

## Regular City Council Meeting – April 24, 2018

they interview. They will try and select some candidates out of those 17 resumes to interview. City Manager Eustice then stated the Committee will have to look at should we continue with a Clerk/Treasurer, noting he has done some research on a couple of other options other than what Clerk/Treasurer Kwiatkowski does because nearly all candidates that have applied would require significant training and education. We have some very good candidates, but nobody with much experience with municipal government accounting. They need to weigh how they are going to approach that. He would like the Committee to meet this week, which consists of Councilman Lavender, Councilman King and Mayor Bronson, in addition to himself.

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

- **Pool Tournament** – City Manager Eustice reported the City of Cheboygan administered a pool tournament at the Ice Rink/Pavilion and it was very successful. We don't have the final numbers yet, but we certainly made a profit. It was good for the Rink and the community and the hotels were full. He noted there was overflow into Indian River and Mackinaw City. It brought a lot of people to our community at a time of year where there is not a lot of activity. It went very well. We got more people than we expected in the tournament and there was a lot of activity from Friday night, all day Saturday, with most of the finals on Sunday. City Manager Eustice went on to state we had 45 pool tables on the Ice Arena floor, which is concrete. The only complaint we got is that it is a concrete floor and very hard. Many of the players play all day long and it is difficult for them. Rink Manager Coxe and he are looking at how they can alleviate that; the simple thing would be to put padded carpet down that we can roll back up. It could be costly though. Mr. Greg Thornton, owner of Statewide Billiards, is going to help us with trying to soften the area the players play on. He is also the Company we leased the 45 pool tables from. Other than that, everything was positive. Councilwoman Riddle asked if there is a plan to have a tournament next year. City Manager Eustice answered yes, they are hoping to have an annual event. The concern is some players will not come back because of the cement floor, unless we can soften the area they play on. It looks like based on the revenues we brought in, we are going to clear probably \$3,000.00 to \$5,000.00, which will help with the operation of the Rink. Mayor Pro Tem Couture commented ten more and we got it.
- **Rink Events** – City Manager Eustice informed Council on Thursday, April 26, the Business Expo will take place, which is a Chamber sponsored event, from 3:00 p.m. to 8:00 p.m. The City of Cheboygan's DDA has a booth in the Expo, along with a lot of area businesses. He noted there are some outside businesses, as well. Mayor Bronson inquired about a circus. City Manager Eustice responded there is a circus on May 14 in the arena. You can go on the City's website for a calendar of events. Mayor Pro Tem Couture commented April 28 and 29 there is a bounce house from 11:00 a.m. to 7:00 p.m., at a cost of \$10.00 per child; good for the whole day.

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

- **Resolution for Susan Muschell** – Mayor Pro Tem Couture stated he feels it would be pertinent that we put together a Resolution of Appreciation for Susan Muschell in the near future for all that she has done. Mayor Bronson agreed, asking the City Manager to draft the same.
- **Blight Committee** – Mayor Pro Tem Couture stated when he spent some time in Rogers City he asked the Rogers City Police Chief on what they do. He was told that the City Council, over the last couple of years, has voted to actually hire a standalone Blight Officer who recently moved to Cheboygan. The Police Chief told him they budgeted about \$5,000.00

## Regular City Council Meeting – April 24, 2018

a year; there was one single person in control so there was a consistent feedback in communication with the taxpayer. He said over the course of time one ticket was written because pretty much everybody complied because there was pretty immediate follow-up on things. Mayor Pro Tem Couture then stated he does not know what our Chief's process is with that, if it is multiple officers who may have different interpretations, but it seems like if there is some judgment call on what is and what is not blight to a person, consistency might be a good thing. He then stated this is food for thought as they go into the next meeting. City Manager Eustice replied they will look at some options. He then stated the rental option can come back up as far as rented properties paying a fee, because that can help fund things. Councilwoman Kwiatkowski asked if there is anything happening with the North "C" Street house. City Manager Eustice stated not that he is aware of, then asking Chief Jones. Chief Jones replied no, he is working with other counties and cities trying to locate the owner.

- **Port Meeting** – Councilman Lavender commented they had a lengthy Port Meeting on April 19 and they kind of changed direction a little bit from when they initially started with BDG International. The initiative changed direction with a broader umbrella for community development. He commented he has mixed feelings about it, but it is still moving forward and it is not really defined exactly yet. The main thing is we have two willing Port Operators that as soon as anything develops there are going to do whatever they can to facilitate the process of shipping and receiving in the Port.

- **MML Training/Budget Meetings** – Councilman Lavender mentioned the Michigan Municipal League has training and webinars for Council, too, and he knows since he has been on Council there has been no training offered whatsoever to Council. He has been in local government for over 20 years and he is learning all the time and it would be nice to have that available to Council to be able to improve their efficiency and knowledge. Obviously he has a lot of learning to do on the Roberts Rules and believes that is a webinar, too. It would be nice to have that ability to either attend training or do webinars, which he believes are \$20.00, as Council. Mayor Bronson commented when he was first on Council they would have someone come in and do a seminar on Roberts Rules of Order and it was very well attended. It was offered to all the Township Boards and believes there was probably 100 people. Councilman Lavender said whenever there is a new County Commissioner, they get sent to training for basically a big umbrella on the finance end of things and budgeting. Mayor Pro Tem Couture asked if another Budget Meeting can be scheduled. Mayor Bronson replied yes. The two hours today went by fast with everything to go through. Mayor Bronson stated he does not want to do more than two hours at a time. Councilwoman Riddle asked the City Manager if he needs input from Council for anything on the Budget; is it a time crunch where it would be necessary to have a meeting before the 8<sup>th</sup>. City Manager Eustice stated he does not feel it is necessary to have it before the 8<sup>th</sup>; his goal is to get the finalized Budget to Council for the May 22 meeting, so if we can accomplish what we need to accomplish at a May 8 meeting, he thinks that timeline would be fine. He definitely needs additional input because there are a couple of subjects/issues that we did not cover tonight that he wants to address. Mayor Pro Tem Couture commented it does not sound like a two hour meeting on May 8 is going to be enough. Councilman Lavender stated we always have May 22, where we can do an additional two hours. Mayor Pro Tem Couture stated the City Manager would like to present the finalized Budget on May 22. City Manager Eustice stated finalizing the Budget can always be backed up to the first meeting in June, noting we have approved it that way before. Mayor Bronson noted that Clerk/Treasurer Kwiatkowski will not be here. Mayor Bronson stated he would rather move the final approval to the first meeting in June and then have budget meetings before the next two regular City Council meetings - May 8, 2018 and May 22, 2018

**Regular City Council Meeting – April 24, 2018**

at 5:00 p.m. Councilman Temple noted he will not be here on May 22; Councilwoman Kwiatkowski stated she will not be here May 8.

▪ **Police Hires/Meet & Greet** – Councilman King stated now that we have three new hires in the Police Department, and he appreciates the Tribune running the Officers’ story, is there some kind of way to have even an hour long meet and greet maybe when it gets a little nicer so our residents and Council Members can meet the new officers. It would be nice for Council and the general public to put a face with a name and meet the new hires.

▪ **May 8<sup>th</sup> School Millage** – Councilman King commented on the ballot for the May 8 election, there is a big proposal for a school millage, stating as a teacher he cannot say go vote yes. He then gave some facts as follows: it is for operational costs and what the District is looking for is .25 mills, they can legally do up to 18, but right now it is 17.85. This would be for non-homestead properties throughout the District, not just the City. If this revenue is lost, the School District operates around 17 million and if this is not renewed it would cut about a third away from it. They are looking for a five year renewal instead of a two year; with a loss of funds the School District has to go bare bones, mainly just offering the school and the educational opportunities there. Things like busing and extra-curricular things like sports activities will be cut. If you have a piece of property that has a taxable value of \$3,000.00, your taxes would probably go up \$5.50 to \$6.00 per year. When you look at it it is not so much, but he is saying this 0000for the general public to know and to educate people. Councilman King went on to state these type of elections are typically low turnout and that can go good or bad sometimes. The Superintendent has talked about getting with the newspaper on this.

**Adjournment:**

Councilman King moved to adjourn the meeting at 7:45 p.m.; supported by Councilwoman Kwiatkowski. 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**  
**May 8, 2018**

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

**Roll Call:**

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

Absent: Kwiatkowski

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

Councilman Temple led the Pledge of Allegiance to the Flag.

**Public Comments:**

**Pool Tournament** - Ms. Trudy Lofgren stated she sees a lot of checks for the Pool Tournament inquiring if the City covered the expenses and did okay. City Manager Eustice replied we basically pocketed about \$5,000.00, noting it was a great event and will certainly look at continuing that next year. We may have to incur an expense because it is a concrete floor and the players do not like to play on that surface so the City is going to buy some indoor/outdoor carpeting, without the padding, that will make an unbelievable difference. He then stated it is a great time of year to have a Pool Tournament.

**Mediation with Inverness Township & County** - Ms. Trudy Lofgren asked what can be told as to the hold-up. City Manager Eustice noted she is talking about the development project, stating there have been two mediation meetings and there is another scheduled for May 25. He thinks the Township is looking in a different direction as far as what they want to do, adding he cannot disclose a lot of detail about it. The Township has a different plan they are investigating at this point to see if it is feasible to do something other than a 425 Agreement and/or a Utility Service Agreement. He then stated Inverness Township is considering possibly changing the Sewer Agreement, as this is part of the Township's thought process at this point. Ms. Lofgren asked if the City Manager thinks this might work out. City Manager Eustice replied in the City's mind it is certainly not the best option and does not think it is the right thing to do, but the project is in Inverness Township and it is up to them to manage it. He went on to state he certainly does not think it is in the best interest of the community, the school system, the County, any of us.

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

City Manager Eustice noted he has an addition to the Agenda, 9-B, which is a Resolution of Acceptable Financial Transaction Devices, which the Clerk/Treasurer just passed out, explaining State Law requires that if you are going to receive payments by electronic devices, such as credit cards, the legislative body of that community has to pass a Resolution basically approving that it is okay for the Treasurer to accept payments from financial transaction devices.

Councilman King moved to approve the Agenda, with the addition of 9-B, and receive and file all communications; supported by Councilwoman Riddle. Motion carried unanimously.

## Regular City Council Meeting – May 8, 2018

### **Approval of Prior Meeting Minutes:**

Councilman Lavender moved to approve the Regular City Council Meeting Minutes of April 11, 2018 as presented; supported by Councilman Temple. Motion carried unanimously.

Councilman King moved to approve the Regular City Council Meeting Minutes of April 24, 2018 as presented; supported by Councilwoman Riddle. Motion carried unanimously.

### **Public Hearings:**

■ **Second Reading - Ordinance to Repeal Chapter 152, Signs, and Chapter 154, Zoning, of the City of Cheboygan and Enacting a New Chapter 154, Zoning, of the City of Cheboygan** - City Manager Eustice stated we have had one public hearing on the new Zoning Ordinance; there were a couple of questions in the first public hearing, being: (1) barbed wire fences (reviewed with Dick Carlisle and they believe it is enforceable and manageable, so no changes were made and it kind of mirrors our Nuisance Ordinance, as well); and (2) concern with the change in numbering, which the Planning Commission has discussed at length in the process of looking at the new Zoning Ordinance. There was some concern that the format doesn't match our current format as far as the Charter and current Zoning Ordinances that we have. It changes from a Chapter, we can still put it under Chapter 154 Zoning, but then this document goes to Articles and then Sections, where our other Ordinances go from Chapter to Section numbers that include the Chapter. He then informed Council that this was planned and one of the reasons we are going to leave it as is is this will be an Appendix to Chapter 154 Zoning. It will basically be a separate document but part of the Ordinance and it will be digitized by Mr. Carlisle, be placed on-line and will be searchable. This means you can go on-line and bring up the Zoning Ordinance and type in what you are searching for. It will be much more user friendly. City Manager Eustice then explained you can still go on-line and look at the codification copy through American Legal. He thinks it is a very thorough document, noting Council will have to repeal Chapter 152, Sign Ordinance, which is a separate Chapter in our existing Ordinances, which is now in this document. Chapter 152 will basically be eliminated. Then 154 will be known as Appendix "A". Mayor Bronson asked if there needs to be changes in the future does it make it easier. City Manager Eustice replied yes, it makes it easier to edit this document going forward. He noted this is pretty standard and a lot of communities are going to this for that reason. Mayor Bronson commented part of the reason they started this adventure was to get some more flexibility in there to adapt to changes and make changes without all the hearings and the Planning Commission doing what they do and the Council doing what it does. City Manager Eustice said it is his opinion that this is a complete document and he will be happy to answer questions from the public. Should Council approve this document tonight, as it is written, it will not be effective for 20 days; it will also have to be published. Councilwoman Riddle asked if there needs to be a separate motion to repeal Chapter 152. City Manager Eustice explained it is all part of the same motion. Mayor Bronson then asked for any other discussion. He then closed the public hearing. Clerk/Treasurer Kwiatkowski informed Mayor Bronson that he has to open the public hearing to the floor for comments.

Mayor Bronson open the Public Hearing for comments.

There were none.

## Regular City Council Meeting – May 8, 2018

Mayor Bronson then closed the Public Hearing.

Mayor Pro Tem Couture moved to adopt the Ordinance Re-Write Amendment as proposed; supported by Councilman King. A roll call vote was taken; motion carried unanimously.

### **Bills and Disbursements:**

#### ▪ **Prepaid Bills and Disbursements for the Month of April 2018.**

Councilman King questioned the expenditure to US Bank for principal and interest on 2004 G/O Bonds on how often paid. Clerk/Treasurer Kwiatkowski replied with regard to the 2004 General Obligation Bonds the principal is paid once per year and interest is paid twice per year, and it is typically the same for all our bonds. Mayor Pro Tem Couture inquired how long this Bond goes. Clerk/Treasurer Kwiatkowski answered 2024. Mayor Bronson inquired on the DDA capture on the Bonds. Clerk/Treasurer Kwiatkowski stated between the three bond issues, the DDA probably captures \$8,000.00 to \$10,000.00, noting we lost an additional \$10,000.00 to the Library.

Councilman King moved to approve the prepaid bills and disbursements for the month of April 2018 in the amount of \$609,600.32; supported by Councilwoman Riddle. A roll call vote was taken; motion carried unanimously.

#### ▪ **Unpaid Bills and Disbursements for the Month of April 2018.**

Clerk/Treasurer Kwiatkowski pointed out the Council has an amended copy of the Unpaid Bills and Disbursements for the month of April 2018 as additional bills came in for Nye Uniform and for USA Bluebook. Councilman Lavender questioned the invoice for National Office Products for office supplies for the DDA, asking if it came out of the DDA budget. Clerk/Treasurer Kwiatkowski replied yes. Mayor Bronson pointed out there are two number 20's on the list.

Councilwoman Riddle moved to approve the unpaid bills and disbursements for the month of April 2018 in the amount of \$27,167.24; supported by Mayor Pro Tem Couture. A roll call vote was taken; motion carried unanimously.

### **General Business:**

#### ▪ **Consideration of MDNR Land Transaction Application.**

City Manager Eustice stated this is something we had some discussion about more than a month ago at Council. He knows there was some talk about not wanting to look at this property being transferred to us, and we still do not have to do that if Council does not want to. The process to obtain property from the Department of Natural Resources is an application process with a \$300.00 fee that has to go with the Application to the Finance and Operations Division Real Estate Services Section for review. This property is the property that sits north of the Cheboygan County Marina and is owned by the Department of Natural Resources. He went onto state the MDNR plan, when they purchased this property for \$300,000.00 in 2010, was to use it for a Port of Call for Great Lakes Cruise Ships. They really looked at the Port of Cheboygan and saw at that time that the City of Cheboygan was looking at developing a Port here and they basically wanted to be part of that. After some time they nixed that whole program; they had a plan, drawings and idea. They are no longer going to do that and have no

## Regular City Council Meeting – May 8, 2018

plans for this piece of property. The property is 3.72 acres and about 35% of it is wetlands. Certainly the Yacht Club has some interest in it, but he thinks we have to look at it as transferring it to the City of Cheboygan for future growth and development. The DNR, at this time, is saying they are not going to do anything with it and would like to have it in the hands of the City of Cheboygan so we can develop it at some point. There really is no maintenance to it right now; the County Marina and County crew cuts part of this property so there is a clear site to the Straits from the County Marina. That is really all the maintenance that is done on it. City Manager Eustice went on to state there is no seawall and there is nothing that our Recreation Department or Department of Public Works would have to take care of at this point. The cost of doing this and making this transaction will likely be less than \$10,000.00. They are basically going to convey the property to the City, but the costs are real estate fees that they charge. It might not be anywhere near \$10,000.00 but are basically saying it will not exceed \$10,000.00. It could be that it is more in the \$7,000.00 range. We are going to have to pay those fees and the State will draft the deed and all the documents necessary to convey the property. There will be some deed restrictions on the property, one being that it must always be used for public purpose; we can't sell it to anybody else. If we want to sell it or get rid of it, it is going to have to revert back to MDNR and we won't get our money back of what we put into it. City Manager Eustice went on to state he thinks it does have some income producing income opportunities. He has had a couple of local fishermen that need a location; a place to park their fishing boats and they would lease those properties so he thinks we could over time recover our monies that we invest into it. The Yacht Club has some interest in it and if they do move forward with wanting to lease that property and build a building there, then it would be taxable as a building on leased land. The size of building planned would generate about \$4,000.00 in annual property taxes. Right now the MDNR pays \$4,400.00 in payment in lieu of taxes, so once that transfers to us that goes away; so temporarily next year, if we do it this year, that payment in lieu of taxes will stop because the City owns it. There is no guarantee that this will happen. Councilman Temple said that the City Manager is saying only about 65% of that land is useable. City Manager Eustice replied yes. Councilwoman Riddle questioned if that is the area between the Marina and the beach area and there isn't anything else in there besides that piece of property. Councilman Temple commented it is just past the fuel tanks for the Marina. City Manager Eustice informed Council that tonight the Council is not making a commitment to buy this property, we still would have to have a public hearing to actually purchase the property, noting the MDNR Real Estate Division may not approve it. There is a \$300.00 fee to make application. Once the MDNR knows we have interest in obtaining the property they will tell us what the fees are and what the cost is and we still have the right to say we don't want it; our cost in this would then be \$300.00. Mayor Bronson stated he was a little cautious at the beginning until we started talking about the fishermen, noting he has been talking to the commercial fishermen for about a year and when we sold the Port property we cut them out of a place to dock and they have been struggling since then to find a place to tie up. They have been going to St. Ignace and Hammond Bay, although they live in Cheboygan. He sees this as an advantage for us to offer that as someplace for them to tie up and for us to gain some revenue from that. Councilman King commented we are not anywhere where he wants to be as far as our Parks & Recreation meetings, but he still thinks if we look to the future to renovate and improve that area and make that park area for our City on the beachfront and a go to place for residents and tourists, he can see where that has potential to really fit in nicely. He is growing more and more in favor of this, but not necessarily putting a structure up there and leasing it. The fishermen would not really encroach too much on that

## Regular City Council Meeting – May 8, 2018

area. City Manager Eustice commented it is a DDA property. Councilman Lavender asked how the leasing of it to the Yacht Club would work with deed restrictions. City Manager Eustice replied we will have to have City Attorney Stephen Lindsay look at that because he thought about that same issue, but the City does lease other public properties; the MDNR can't and that is one of the reasons they want to transfer it to the City because this property was purchased by MDNR Land Trust dollars and they have an agreement in their Land Trust that they cannot lease to any private or public entity which is why they have to convey it to us. They can't even lease it to the City as a public entity, but we can lease although he does not have a document to show Council as to why we can do that. The MDNR believes that we can and that is why they want to convey it to us. City Manager Eustice then reiterated that the City cannot sell the property, it would have to go back to the MDNR. Councilman Lavender stated if we are getting \$4,400.00 for tax revenue now on it, his concern is if we are adding public property to what we already have, he would like to see us be able to demonstrate we can take care of what we have before we add to it. He is not in favor of it. Councilwoman Riddle commented she is in favor of purchase of the land but is not in favor of going into a lease with plans to put a building up. That would limit the accessibility to the public, if there was a public area, by a group. Having a space the fishermen can dock up to she thinks is a good point, especially since through some fault of our own, they lost their availability of using the River space. She went on to state if it abuts up to the beach area and we expand the area on the water very close to the Crib Light, she thinks it is a nice location and as things progress with the Recreation Department, we have the availability of expanding. If some improvements could happen in that area of the DDA District that would be really nice. Councilwoman Riddle then commented she is in favor of it. Councilman Temple said he is thinking the same way as Councilman Lavender. If we are going to buy some more property, we should get rid of some of what we do have. We have an awful lot of vacant property that could stay vacant forever. City Manager Eustice said the City owns a lot of public property, there is no question about it. Councilman King stated he brought up many times that we should really look at the Major City Park area as far as getting land back on the tax rolls for commercial use. This is an opportunity we don't want to miss because he is looking ahead with the MDNR property, talking about a pavilion for shelter. That is what is tough to make a decision like this without a plan in front of Council. As far as price goes and the hit he feels it is something we can absorb and then move on once the Commission gets together with plans, but does not want us to sit on it either. Councilwoman Riddle asked if it would be possible to get a map that shows the different parcels of property that the City owns, so we can actually take a look at the different areas and some of the properties. She went on to state this is a prime location as it is right adjacent to the beach area, right on Lake Huron and is a very good location for a park. Some other locations we have might be able to be used for something else and we can pass those along. Councilman Temple stated it is not a swimmable area. Councilwoman Riddle commented it is adjacent to the swimmable area and some of the property is good sound land, while some of it is wetlands. She went on to state that Councilman King mentioned the possibility of a pavilion and she thought of a pavilion. There is a desire to put a pavilion up in the Gordon Turner Park area, so it gives us a foot to the River again after we sold the piece of land for the Port facility. So we now have a space on the River again that is accessible for the public; our residents would have access to the River again.

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Councilman King moved to approve the submission of the MDNR Land Transaction Application for acquisition of property north of the County Marina, approve the Application fee of \$300.00, and authorize the City Manager to sign the Application; supported by Councilwoman Riddle.

Councilwoman Riddle stated after the last meeting there was a question on whether the DDA or City was purchasing this piece of land and the comment was made that the City was purchasing. She then asked if there was a motion that the DDA supported the City's purchase. City Manager Eustice and Clerk/Treasurer Kwiatkowski both replied there is. Councilwoman Riddle said she just wanted that to go on record.

A roll call vote was taken. Yes votes: Riddle, Bronson, Couture and King; No votes: Lavender and Temple. Motion carried.

■ **Consideration of Resolution of Acceptable Financial Transaction Devices:** City Manager Eustice commented this is an addition to the Agenda, noting we are in the process of working with BS&A Software and Point & Pay, which will allow us to take credit card payments for utility billing, tax payments, and licensing & permit fees. State Law requires that a municipality or a governmental entity that is going to make financial transactions through electronic devices must adopt a Resolution to approve that. Basically the City Treasurer is responsible for those financial payments. He went on to state the Resolution lists those transactions that we can take by electronic device and the Clerk/Treasurer is responsible for determining the types of financial transaction devices that will be accepted because you can also take electronic checks, as well. City Manager Eustice noted this has to be approved by the legislative body to take those electronic payments. Clerk/Treasurer Kwiatkowski informed Council once this Resolution is passed we plan on going live tomorrow. We already tested it out at Citizens National Bank successfully so we are pretty good to go. City Manager Eustice noted there is training tomorrow at 2:00 p.m.; Point & Pay will be here to run us through some training sessions. Councilman King stated he understands the convenience fee will be passed on to the customer, which is common.

Councilman King asked how the nmo.net still even works, which was like 20 years ago. Clerk/Treasurer Kwiatkowski replied it works fine but it will probably be the first thing the new Clerk/Treasurer will change.

Councilman Lavender asked does the website go live tomorrow with the ability to pay on-line. City Manager Eustice replied it will be ready to go tomorrow, but it will be May 15 before you can actually make payments on line. We will be ready to roll.

Mayor Pro Tem Couture moved to adopt the Resolution of Acceptable Financial Transaction Devices; supported by Councilwoman Riddle. A roll call vote was taken; motion carried unanimously.

**City Clerk's and Treasurer's Comments:** None.

## Regular City Council Meeting – May 8, 2018

### City Manager's Report:

- **Interviews for Clerk/Treasurer Position** – City Manager Eustice informed Council they are in the process of doing interviews for the Clerk/Treasurer position, noting he and Clerk/Treasurer Kwiatkowski have conducted two interviews so far with another one on Friday followed by a couple scheduled for next Monday. He went on to state he thinks we have some good candidates and at this point looking at the resumes and the interviews we have conducted, all of them don't have a lot of accounting experience but thinks they are all pretty much trainable, but it is going to take some time for someone to come in and be comfortable. Everyone he has talked to so far has been pretty excited about the job and thinks we will find a candidate out of this round of resumes. He went on to state we had 17 resumes, had six interviews scheduled and am trying to schedule a couple more. A young man that is a CPA living in Lansing and a recent college graduate is trying to get up here for an interview, as it's been a little bit difficult for him to get off work. He is a new employee at the State level, working for the State Auditing Division in Lansing. Councilman King asked if the City Manager, after this slate is done, plans on having a second round to finalize a decision. City Manager Eustice replied yes, we have told the candidates we may bring them back for a second interview. Councilman King said, if at all possible when the second round of interviews are scheduled, he would like to be a part. City Manager Eustice stated they will try and move that along, but it could be a difficult decision but thinks we will find somebody out of this round of candidates.
- **Organizational Study** – City Manager Eustice reported he gave the staff a deadline of tomorrow to submit the Organizational Studies and most everybody has to Mr. Jeff Rahmberg. He went on to state the next step in that process will be for Mr. Rahmberg to come to Cheboygan and interview every employee for the City, so that will be interesting to see what comes out of that. City Manager Eustice stated he is looking forward to that and opinions through somebody else's eyes as to how we operate.
- **Next Parks & Recreation Commission Meeting** – Mayor Pro Tem Couture inquired if there is a Parks & Recreation Commission meeting scheduled. City Manager Eustice stated we will have a regularly scheduled meeting in May, the third Wednesday of the month, May 23<sup>rd</sup>. Councilwoman Riddle asked if this is a full Commission now, or is there an opening. City Manager Eustice stated they currently have six members, so there is an opening. This will give us a better chance to have a quorum. Mayor Bronson asked if we have any applications to fill the open seat. City Manager Eustice replied no; we appointed the two applicants we had.

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

- **LED Light Installation** – Councilman King inquired as to the LED light installation and a timeframe of when they are starting. City Manager Eustice said other than the DDA we are moving forward on the other lights in and around the City. We asked the DDA to pay for the installation of the fixture and the bulb, which is about a \$33,000.00 bill. At the DDA meeting they had some questions about the cost and the payback because it did not make sense because for the lights they are going to replace, they pay about \$4,000.00 in electrical costs. The bill was \$33,000.00 and Consumers was telling them that payback could be less than five years. When you do the math, it doesn't add up because they are paying a \$4,000.00 bill and the cost to do it is \$33,000.00. DPW Director Karmol is going to get Mr. Paul Dobrowolski of Stan's Election to meet with the DDA, as he did the estimate on the cost of lighting and so forth and

## Regular City Council Meeting – May 8, 2018

try to sort that out so they are comfortable with it. City Manager Eustice went on to state once the DDA gets the right information he thinks they will make a motion to go forward and replacing the lighting. We had three lights up downtown; a 2000, 3000 and 4000 caliber. He noted the 3000 is in front of Linde Furniture. They all use about the same energy, but the higher caliber you go the whiter it is so it is a little bit brighter at the 5000 range. Most of the DDA Board likes the 3000 caliber because it is a softer light and is a little bit more yellow. Petoskey put in a higher caliber light and it was very bright and about a year after they put them in they replaced them because they were too bright so they went down to a softer light. City Manager Eustice said he believes the DDA wants to go with a softer light, the 3000 caliber. Councilman Temple asked if the fixtures would accept all three bulbs. City Manager Eustice replied yes; they do have to change out the fixture but it will take any of the LED bulbs.

▪ **Farmer's Market in Festival Square** – Councilman King asked that now the ice is off Festival Square is the Farmer's Market going to resume operation there. City Manager Eustice stated they are going to start the Saturday of Memorial Day weekend. Councilman Couture asked if it is going to be Saturdays and Wednesdays again. City Manager Eustice answered yes, 8:00 a.m. to 1:00 p.m. both days.

▪ **Ladies Event at Ice Pavilion** – Mayor Pro Tem Couture announced that on Thursday there is an event at the Ice Pavilion and there are quite a few vendors, noting his wife is helping organize it. City Manager Eustice noted it is 11:00 a.m. to 7:00 p.m. Mayor Pro Tem Couture commented the event is geared toward ladies but is not just for ladies. He then stated the ladies day downtown is the day before. City Manager Eustice replied yes, 3:00 p.m. to 8:00 p.m.; it is just a downtown event that the business owners organized.

▪ **Gold Front** – Mayor Bronson inquired on a start date for the demolition of the Gold Front. City Manager Eustice stated he does not have a scheduled date yet, noting he thinks the County is still working on that. It should occur later this month or early June. They are going to try and get it down before the end of June. Mayor Bronson asked if they have a timeframe they have to meet. City Manager Eustice replied it was originally July 31 but he thinks they got a reprieve until the end of the year; but the County is going to work as hard as they can to get it down before the end of July.

▪ **Huron Street Project** – City Manager Eustice informed Council the Huron Street Project is going to start May 10, which is Thursday. They will start at Lake Street on the north end of Huron. We are shooting for the whole street to be done before June 30 and the 4<sup>th</sup> of July and he thinks we can meet that timeframe. Councilwoman Riddle asked if the plan is to have at least one lane open. City Manager Eustice replied yes. He added there may be a day that we will need to close the entire street. City Manager Eustice then informed Council the entire street will be paved. During the water change-out and so forth, there will be a lane open.

▪ **Recent Flooding Event** – Mayor Bronson inquired if there are any lasting repercussions from the recent flood. City Manager Eustice replied no, but it was a major problem for the City but we got through it pretty good. We had some issues throughout the City and fortunately because of some of the work we did and the County did on the east side around Sutherland Avenue and Eastern Avenue that area drained pretty well. We did have some other issues throughout the City. Mayor Bronson commented the water was moving good around Sutherland Street, but there were still flooded yards. City Manager Eustice then stated the water was moving down Sangster Creek very well. Clerk/Treasurer Kwiatkowski interjected we do have one claim that has been filed against the City and expects two more. Those claims

## Regular City Council Meeting – May 8, 2018

will be forwarded to our insurance company but the City has immunity. It is possible they might end up at a Council meeting, if they are denied. City Manager Eustice noted a lot of snow melt on Tuesday, when it was 82 degrees; we got a little bit of rain Wednesday; and the rain we got Friday morning was so heavy that it moved a lot of water through the City and into our Wastewater Treatment Plant. Mayor Bronson commented the City still has costs. It was not absorbing it. There was a lot of water in a hurry. The basements that did flood got 0 to 5 feet in a short period of time.

- **Downtown Construction** – Mayor Bronson commented he had a businessman on Main Street stop him and tell him he was very happy to have the construction downtown and having to go out in the street around scaffolding. We need more of it and it is nice that project is moving along.

- **Street Concern** – Councilman King stated he is concerned about the access to the street between Family Fare and the County Building as it is swallowing vehicles right now at the corner. City Manager Eustice asked if it was in the intersection. Councilman King replied no. City Manager Eustice replied then it is on County property. He thinks the County should be aware of it. City Manager Eustice stated he would contact County Administrator Jeff Lawson.

- **Medical Marijuana** – Mayor Bronson inquired from the City Manager if the City has been approached about medical marijuana authorization. City Manager Eustice replied we have been. Mayor Bronson stated part of what he is talking about is now that the signatures have passed for the election in the fall, he is wondering if we are prepared. The Legislature starting talking about legalizing that ahead of the election. City Manager Eustice said he will get City Attorney Lindsay back on that, noting City Attorney Lindsay has done a lot of work on the ordinances. They have also had some discussion and, in fact, they met with an individual that had some interest in putting a medical marijuana plant in the City.

### Adjournment:

Councilman Temple moved to adjourn the meeting at 8:00 p.m.; supported by Mayor Pro Tem Couture. 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

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:** F. Cribb, C. Muscott, J. Moore, D. August, B. Hartwig, C. Antkoviak, S. Redmond, C. Veneros, G. Archambo, R. Knight and T. Horrocks

**MOTION by K. Paquet seconded by H. Ginop to approve minutes of last regular meeting of 4/5/18 and special meeting of 4/17/18 as mailed. 5 Yeas** **CARRIED**

**MOTION by D. Brandt seconded by C. O'Connor to approve for payment current payroll voucher #18-15-\$80,893.65 and accounts payable voucher #18-16-\$351,358.93. Roll call: O'Connor-yes, Ginop-yes, Brandt-yes, Paquet-yes, Brown-yes Nays-0** **CARRIED**

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

### **CREW DID EXCELLENT JOB DURING THE LAST STORM!!!**

**MOTION by D. Brandt seconded by C. O'Connor to approve ACT 51 for year ended 12/31/2017, per the requirements of Act 51, Public Acts 1951 and authorize Chairman D. Brown and Clerk D. Stempky to sign the same. Roll call: Ginop-yes, Brandt-yes, Paquet-yes, O'Connor-yes, Brown-yes Nays-0** **CARRIED**

Clerk D. Stempky asked for any questions, she noted that Revenues and Expenditures were up 12% and 18% from 2016. Township contributions towards road projects were a little over 1 million for the year which is up from 2016. Winter Maintenance accounts for 33% of the total of maintenance expenses; Transferred from Primary to Local fund balance \$373,421 for 2017 due to spending more on local roads then we receive for local revenues. Fund Balance decreased by less than 1% from the precious year. Equipment operating cost were up 12% from 2016. Fringe rate is up 16% but that has a lot to do with making additional contributions to pension and OPEB liability. For Construction and Maintenance expenditures 55% (Primary) and 35% (Local) is performed by outside contracting.

Engineer/Manger Shank noted we have a revised agreement to sign for Tuscarora Township Non motorized trail due to the prefabrication testing not properly performed during the construction project.

**MOTION by D. Brandt seconded by K Paquet to approve Contract #18-5199; Job Number 106933A; 111482A, from Burt Lake State Park, Inland Lakes Elementary and Middle Schools; Tuscarora Township. Authorize Chairman D. Brown and Engineer/Manager B. Shank to sign the same. 5 Yeas** **CARRIED**

**MOTION by C. O'Connor seconded by H. Ginop to receive and file the following incoming correspondence: Township Meeting Minutes: Grant 3/13/18, Koehler 3/12/18, Tuscarora 4/3/18, Burt 3/1/18, 3/28/18 and 4/5/18, Beaugrand 2/14/18, Ellis 4/10/18 and Benton 3/6/18; Safety Committee Meeting Minutes of 4/11/18 and MCRC SIP Renewal Package. 5 Yeas** **CARRIED**

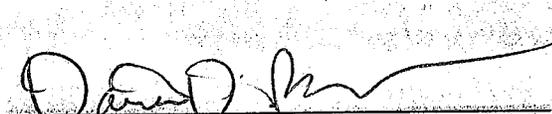
- Attended Grant Township Meeting with D. Brown as requested with Twin Lakes Road Project. Discussion of the parameters for Twin Lakes Road, Shank requesting direction of where to end the project where at Owens Road, joint in the middle of the hill or continue to Cronan Road. Majority feels to continue to Cronan Road intersection. Engineer/Manager noted we do have additional funding we received that we are using for Orchard Beach/South River Intersection as well.
- Regional Task Force Meeting with nothing new due to most of the projects are in the June letting so there is no information regarding bid savings until the bids are received.

**Foremen Updates:**

S. Redmond- Were grading, patching until mother nature changed her mind and winter maintenance was needed.

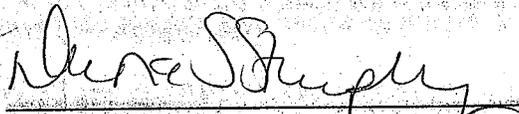
D. August-Plowing, had flooding on Schramm Road and had to dig the ditch out; have been brushing on Wildwood Road for approximately 3 miles; Osmon Road have trapped 6 beavers so far and have a culvert that washed out they are fixing today; Henry Collins Road moving back banks that are about 8 foot high and Saturday and Sunday crew put 12-16 hours a day in with overtime.

Chairman D. Brown adjourned Regular Meeting at 9:40 A.M. being no further business to come before the Board.



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David D. Brown, Chairman



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Dana S. Stempky, Clerk

REGULAR MEETING OF THE CHEBOYGAN COUNTY ROAD COMMISSION MAY 3, 2018

Chairman D. Brown called the Regular Meeting of the Cheboygan County Road Commission to order at 6:00 P.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:** R. Nash, P. Crowe, F. Cribb, E. Cribb, J. Moore C. Antkoviak, P. Nows, J. Brown, S. Crusoe, C. Veneros, C. Muscott, C. Gouine, C. Procknow, S. Webb, J. Webb, T. Olson, B. Hartwig, E. Boyd, D. Avery, D. Marshall, D. Goerke and K. Hahn

Recess regular session at 6:00 P.M. to hold Public Hearings

**MOTION by D. Brandt seconded by C. O'Connor to go into Public Hearing at 6:00 P.M. to discuss Seasonal Road Classifications changes. 5 Yeas** **CARRIED**

**PUBLIC HEARING OF THE CHEBOYGAN COUNTY ROAD COMMISSISON May 3, 2018**

Public Hearing was called to change the classification of three roads from full maintenance to seasonal classifications as they have been currently maintained.

- **Seminole Avenue**, Tuscarora Township, Section 11. T35N, R3W, 0.20 miles, Shawnee Avenue to Chippewa Beach Road
- **Cherokee Avenue**, Tuscarora Township, Section 11, T35N, R3W, 0.22 miles, Shawnee Avenue to Chippewa Beach Road.
- **Restawhile**, Benton Township, Sections 30 & 31, T36N R1E, 0.38 miles, starting 0.19 miles south of US 23 to Kasprzak Road

Engineer/Manger discussed the two roads in Tuscarora Township noted above were platted and never developed. A property owner has cleaned the trees to her property. These two roads are not built to CCRC standards and therefore need to be classified as seasonal roads and maintained as such. D. Avery voiced concerns of the roads being upgraded and increased traffic coming out onto Chippewa Beach Road and the safety at that intersection. J. and D. Webb asked if the road was being reclassified all the way through. Engineer/Manager Shank explained the road has been maintained as seasonal and CCRC is not clearing the ROW all the way through. That would have to be by another source if it is ever done. The Road Commission will be putting some gravel at the intersection so it does not affect the asphalt. There are no plans to upgrade those roads by the Road Commission any further then they currently look right now.

Correspondence was received from B. and D. Cunningham with concerns of roads being upgraded, that is not what is being done.

No additional comments were heard.

**MOTION by K. Paquet seconded by C. O'Connor to adjourn public hearing at 6:15 P.M. being no further discussion heard. 5 Yeas** **CARRIED**

**MOTION by C. O'Connor seconded by H. Ginop to go into Public Hearing at 6:15 P.M. to discuss proposed Abandonment request of Sunshine Trail, between Otsego Road and Gaylord Road, 0.21 miles, Wilmot Township, Section 27 & 34, T33N R3W, at request of Penny Bachelder. 5 Years CARRIED**

**PUBLIC HEARING OF THE CHEBOYGAN COUNTY ROAD COMMISSION May 3, 2018**

Public Hearing was called to discuss the abandonment request of Penny Bachelder for a portion of Sunshine Trail, Wilmot Township.

Engineer/Manager commented the required paper work has been submitted, Township is in agreement with the request, fee has been paid. P. Bachelder owns the property on the one side of the road and the State of Michigan owns the property on the opposite side of the road. There was no public comments.

**MOTION by K. Paquet seconded by H. Ginop to close public hearing at 6:16 P.M. being no further discussion to come before the Board. 5 Years CARRIED**

Return to regular session at 6:16 P.M.

**MOTION by D. Brandt seconded by K. Paquet to approve minutes of last regular meeting of 4/19/2018 as mailed. 5 Years CARRIED**

**MOTION by D. Brandt seconded by K. Paquet to approve for payment current payroll vouchers #18-17-\$89,850.94 and #18-19-\$72,392.85 and accounts payable #18-18-\$147,212.71. Roll Call: O'Connor-yes, Ginop-yes, Brandt-yes, Paquet-yes, Brown-yes Nays-0 CARRIED**

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

P. Crowe asked if there is help to repair Freeman and Buzzels Road. Engineer/Manager B. Shank commented we get \$119,000 per year in Forest Funds which is not a lot to complete what needs to be done. We do have plans to put some of that into Clute Road this year.

J. and D. Webb asked about Waubee Road south of Frontenac. There are low areas that are bad. Engineer/Manager Shank noted he has sent estimates to Tuscarora Township to do some work on that road and has not heard anything back yet.

**MOTION by D. Brandt seconded by C. O'Connor to approve the seasonal road classifications as follows:**

- **Seminole Avenue, Tuscarora Township, Section 11, T35N, R3W, 0.20 miles, Shawnee Avenue to Chippewa Beach Road**
- **Cherokee Avenue, Tuscarora Township, Section 11, T35N, R3W, 0.22 miles, Shawnee Avenue to Chippewa Beach Road.**
- **Restawhile, Benton Township, Sections 30 & 31, T36N R1E, 0.38 miles, starting 0.19 miles south of US 23 to Kasprzak Road**

**Roll call: Ginop-yes, Brandt-yes, Paquet-yes, O'Connor-yes, Brown-yes Nays-0 CARRIED**

**MOTION by D. Brandt seconded by H. Ginop to approve Resolution as Follows:**

**WHEREAS**, a petition has been filed by Penny Bachelder, with the Cheboygan County Road Commission for the closure of Sunshine Trail, located in Wilmot Township, from Otsego Road then east 0.21 miles to Gaylord, Section 27 & 34, T33N, R3W. And,

**WHEREAS**, said petition was verified to contain the signatures of seven (7) freeholders of the Township of Wilmot and the names and addresses of the adjoining land owners and occupants. And,

**WHEREAS**, a public hearing was scheduled and held on May 3, 2018 at the office of the Cheboygan County Road Commission, Indian River, Michigan. And,

**WHEREAS**, notice of said hearing made to all adjoining land owners & occupants, the Cheboygan County Clerk and Wilmot Township by first class U.S. Mail on March 23, 2018. As well as posted publicly on the Cheboygan County Road Commission website and Cheboygan County Road Commission Indian River office and published Cheboygan Tribune the days of April 3 and 26, 2018 and Straitsland Resorter the days of and March 29 and April 26, 2018. And,

**WHEREAS**, the Road Commission Engineer Manager viewed the premises described in said petition, And,

**WHEREAS**, there were no objections received or voiced during or prior to the said public hearing, And,

**NOW THEREFORE BE IT RESOLVED** that, the Cheboygan County Road Commission does hereby absolutely abandon Sunshine Trail, from Otsego Road then east 0.21 miles, Wilmot Township, Section 27 & 34, T33N, R3W, Cheboygan County, Michigan. **AND**,

**BE IT FURTHER RESOLVED** that a copy of these proceeding be recorded with the register of deeds for Cheboygan County.

**Roll Call: Brandt-yes, Paquet-yes, O'Connor, Ginop-yes, Brown-yes  
Nays-0**

**CARRIED**

Clerk D Stempky presented a Letter of Commitment from Citizens National Bank to lock in the interest rate to purchase three Tandem vehicles. The vehicles will not be ready until beginning of July, this locks the interest rate of 2.75% when they are ready.

**MOTION by C. O'Connor seconded y K. Paquet to approve Letter of Commitment from Citizens National Bank to lock in interest rate of 2.75% to purchase three tandem axle trucks and allow Clerk Stempky to sign. 5 Yeas**

**CARRIED**

Bids were advertised and received on May 2, 2018 for Twin School Road. Three bids were received as follows: J&N-\$154,532.70; Rieth Riley-\$143,580.50 and Payne and Dolan-\$146,765.40. Engineer/Manager Shank noted bid was 12% below estimate.

**MOTION by K. Paquet seconded by C. O'Connor to accept all bids for Twin School Road and award bid to Rieth Riley in the amount of \$143,580.50. Roll Call: Paquet-yes, O'Connor-yes, Ginop-yes, Brandt-yes, Brown-yes**

**CARRIED**

**MOTION by D. Brandt seconded by C. O'Connor to receive and file the following correspondence:**  
**Township Meeting Minutes: Mackinaw 4/17/18, Munro 2/13/18 and 3/13/18 and April State**  
**Maintenance. 5 Yeas**

CARRIED

**Engineer/Manager Shank Update:**

- Preconstruction meeting held for Orchard Beach and Townline Road-Mid June proposed start date. Orchard Beach will be open to traffic during construction but Townline Road will be closed during the week. The intersection at South River and Orchard Beach Road will be added, contractor applied bid prices to that intersection.
- Temple Road is due to start Mid August to coincide with E. Mullett Lake Road Project.
- Canton Road-there was a buried culvert discovered and opened up.
- PA 82 additional monies is being spent on Orchard Beach Road/South River Road intersection; the additional length on Twin School Road as well as crack sealing on Local and Primary Roads.
- Black River Road (Gaynor Bridge) may have more repairs then have funds for. Will know more when the evaluation is complete next week.
- Requesting to cancel June 14, 2018 meeting as will not be available.

**MOTION by D. Brandt seconded by C. O'Connor to cancel Thursday, June 14, 2018 Meeting at request of Engineer/Manager. 5 Yeas**

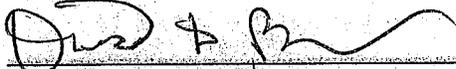
CARRIED

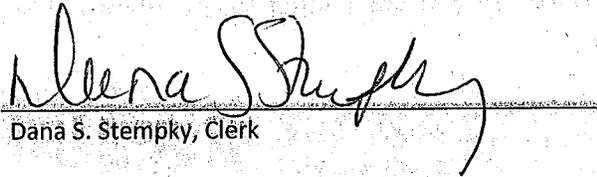
**Foremen Updates:** Grading roads for both County Foremen.

**Commissioners Update:**

- C. O'Connor asked about guardrail repairs, Foremen went yesterday to pick up supplies for the repairs.
- H. Ginop-Noted a couple loads of gravel were placed on N. Extension Road.
- D. Brandt-Beebe Road and holes need to be filled.
- D. Brown-Thank you to Mechanics for keeping the fleet going.
- K. Paquet attended Straits Council Meeting

Chairman Brown adjourned regular meeting of the Cheboygan County Road Commission being no further business to come before the Board at 7:00 P.M.

  
 David D. Brown, Chairman

  
 Dana S. Stempky, Clerk

**Northeast Michigan Community Service Agency, Inc.**  
**BOARD OF DIRECTORS**  
**Indian River Golf Club Indian River, MI**  
**May 4, 2018**

The regular meeting of the NEMCSA Board of Directors was called to order by President Pete Hennard at 12:35 p.m. President Pete Hennard informed the Board of the passing of former Board member Jack Williams on April 20, 2018.

**ROLL CALL**

Lyn Behnke  
Alvin Clarke  
Natalie Clarke  
Earl Corpe  
Chuck Corwin  
Nick Florian  
Lee Gapczynski  
Jean Garratt  
Dan Gauthier  
Kenneth Glasser  
Pete Hennard  
Patrick Kelly

Steve Lang  
Jennifer Lopez  
Leo Marciniak  
Mark McKulsky  
John Morrison  
Leonard Page  
Sharon Priebe  
Corleen Proulx  
Richard Sangster  
Dave Wagner  
Gerald Wall  
Carol Wenzel

**Excused:** Stuart Bartlett, Nick Modrzynski, Patricia Rondeau, Lisa Salgat, Rose Walsh

**Absent:** Danielle Martz

Quorum present - yes

**Staff Members Present:**

Lisa Bolen, Karen Godi, Liz Kowalski, Dorothy Pintar, Jim Robarge, Fran Whitney, Kristina Warner and Sue Zolnierek

**APPROVAL OF AGENDA**

**Motion** by Sharon Priebe to approve the agenda as presented. Support by Mark McKulsky. All ayes, Motion carried.

**CONFLICT OF INTEREST DISCLOSURES**

None

Dan Gauthier led the Board in the Pledge of Allegiance.

John Morrison provided the blessing for the meal.

John Morrison provided reflections.

**INTRODUCTION OF GUESTS AND PUBLIC COMMENT**

Members introduced their guests. Present staff introduced themselves.

No public comment.

### **ADMINISTRATIVE CONSENT AGENDA APPROVAL**

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

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

is adopted as presented.

### **COMMUNICATION**

Trisha Grifka read communication from the Administration for Children & Families dated April 13, 2018 pertaining to the recent Office of Head Start onsite Pre-K Classroom Assessment Scoring System (CLASS®) review conducted from March 19, 2018 to March 22, 2018. CLASS® assesses interactions between children and teachers in three broad areas and ten elements of teacher-child interactions and measures those observed interactions on a seven point scale. Results of the recent CLASS® assessment were good.

**Motion** by Jean Garratt to receive and file correspondence dated April 13, 2018 from the Administration for Children & Families, Office of Head Start. Support by Lyn Behnke. All ayes, Motion carried.

### **INFORMATION ITEMS**

#### **Directors Report – Lisa Bolen**

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

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

Jim Robarge reviewed the Head Start/Early Head Start recorded expenses as of April 30, 2018. The report was distributed prior to the meeting.

**Motion** by Ken Glasser to receive and file the Head Start/Early Head Start recorded expenses as presented. Support by Steve Lang. All ayes, Motion carried.

**Program Presentation** – Liz Kowalski, Area Agency on Aging Special Projects Coordinator, presented a PowerPoint presentation on the Evidence Based Disease Prevention Programs available under the Area Agency on Aging.

### **COMMITTEE REPORTS**

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

The Program Planning and Evaluation Committee met jointly with the Early Childhood Services Committee to review and recommend for board approval the Head Start Transportation Waiver Request and the Head Start Contact Day Waiver Request for 20 of the Head Start locations. Information summaries for both items were included in the board mailing. The committee also reviewed and recommended for approval the Resolution to accept Emergency Solutions Grant funds in the amount of \$1,400.00 from Michigan State Housing Development Authority (MSHDA).

**Motion** by Alvin Clarke to approve the Head Start Transportation Waiver Request as presented. Support by Jean Garratt. All ayes, Motion carried.

**Motion** by Mark McKulsky to approve the Head Start Contact Day Waiver Request as presented. Support by Sharon Priebe. All ayes, Motion carried.

**Motion** by Mark McKulsky to approve the Resolution to accept Emergency Solutions Grant funds in the amount of \$1,400.00 from Michigan State Housing Development Authority (MSHDA). Support by Lyn Behnke. All ayes, Motion carried.

**Early Childhood Services Committee – Jean Garratt**

The Early Childhood Services Committee met jointly with the Program Planning and Evaluation Committee.

**Audit/Finance Committee – Ken Glasser**

The committee met prior to the regular meeting to review and recommend for approval the Head Start/Early Head Start purchasing card expenditures in the amount of \$38,455.14 and the Head Start Form 425 financial report. The committee discussed options for the purchase of a new cargo van for the Commodity Supplemental Food Program (CSFP) and The Emergency Food Assistance Program (TEFAP). The agreed upon amount shall not exceed \$45,000.00. It was suggested that half of the funds come from the corporate account and half from the food programs.

**Motion** by Ken Glasser to approve the Head Start Form 425 financial report as presented. Support by Richard Sangster. All ayes, Motion carried.

**Motion** by Ken Glasser to approve Head Start/Early Head Start purchasing card expenditures in the amount of \$38,455.14 as presented. Support by Alvin Clarke. All ayes, Motion carried

**Motion** by Ken Glasser to approve the purchase of a cargo van for the Commodity Supplemental Food Program (CSFP) and The Emergency Food Assistance Program (TEFAP) for an amount not exceed \$45,000 with half of the funds from the corporate account and half from the food programs. Support by Sharon Priebe.

**Roll Call Vote:**

Lyn Behnke, yes; Alvin Clarke, yes; Natalie Clarke, yes; Earl Corpe, yes; Chuck Corwin, yes; Nick Florian, yes; Lee Gapczynski, yes; Jean Garratt, yes; Dan Gauthier, yes; Ken Glasser, yes; Pete Hennard, yes; Patrick Kelly, yes; Steve Lang, yes; Jennifer Lopez, yes; Leo Marciniak, yes; Mark McKulsky, yes; John Morrison, yes; Leonard Page, yes; Sharon Priebe, yes; Corleen Proulx, yes; Richard Sangster, yes; Dave Wagner, yes; Gerald Wall, yes; Carol Wenzel, yes.

Yes 24    Nay 0  
Motion carried.

**Membership Committee – John Morrison**

The Membership Committee met to review a new private sector member application and a recommended Client Service consumer vacancy. Following discussion it was recommended to seek approval of both from the full Board.

**Motion** by Mark McKulsky to approve Kathleen Vichunas to fill a private sector vacancy. Support by Sharon Priebe. All ayes, Motion carried.

**Motion** by Mark McKulsky to approve Leo Marciniak as the Consumer Representative for the Client Services Policy Council. Support by Alvin Clarke. All ayes, Motion carried.

**Personnel Committee – Steve Lang**

The Personnel Committee met with Lisa Bolen to create a new goal/objective evaluation form for the Executive Director position. The committee plans to have the form completed for review at the June Board meeting.

**NEW BUSINESS**

**Housing Development Concept**

Lisa spoke to the Board about the need of expanding and diversifying NEMCSA’s current revenue sources and tap ideas to development multi-family rental housing by creating a for-profit subsidiary of NEMCSA. A fact sheet was distributed prior to the meeting.

Discussion

**Motion** by Leonard Page to form an exploratory committee of the Board to study the development of multi-family rental housing. Support by Earl Corpe.

Discussion

**Motion** by Leonard Page to amend the previous motion to include the Finance Committee & additional volunteers to explore the development of multi-family rental housing. Support by Earl Corpe. All ayes, Motion carried.

The June board meeting will be held at Eagle Ridge Golf Club in Glennie, MI on June 1, 2018.

**Motion** by Earl Corpe to adjourn the meeting at 2:00 p.m. Support by Dave Wagner. All ayes, Motion carried.

Date Prepared: May 4, 2018

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

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

\_\_\_\_\_  
Date



## Cheboygan County Fair Board Meeting

April 2, 2018

6:30 PM

Cheboygan County Building  
Commissioners Room

### Call to order

Vice President Ron Fenlon called the meeting to order at 6:30 PM.

### Pledge of Allegiance

### Roll call

Directors present: Bubba Borowicz, John Brown Jr., Beth Buhr, Derrick Dotski, Ron Fenlon, Keith Ginop, Matt Horrocks, Nate Howell, Keith Kwiatkowski, Brenda Mushlock, Gary Spray, Dan O'Henley (Fair Manager)

Directors absent: Kelsey Kennedy, Steve Sanford, Ron Williams

### Approve agenda

Motion Keith Ginop, support Bubba Borowicz to approve the agenda. Motion carried.

### Public comment

No public comment

### Approve minutes of March 5, 2018

Motion Matt Horrocks, support Keith Ginop to approve minutes. Motion carried.

### Treasurer's report

Motion Keith Ginop, support Matt Horrocks to approve treasurer's report. Motion carried.

### Manager's report

Dan O'Henley received a contract for the draft horse show Tuesday, August 7 at 7:00 pm from the Heritage Draft Horse Organization. Dan is still working on a bid for a new tractor. Second horse ring needs attention. The ring needs to be drained and the dirt is too deep. Rather than attempt a temporary fix again, the ring needs to be dug out, tiles added for drainage purposes, clay added, and then dirt.

### Committee reports

Petoskey has also dropped out of the tri-county horse show. Back to just an open horse show. Gordy Postula is putting together a crew of guys for the lawnmower races. Gary has the rules and regulations. Three trophies will be awarded.

### Old business

No old business

New business

Fair book changes: have not heard from CCYLP. Matt Horrocks will let Cheryl know Sunday if there are changes from CCYLP.

Sawdust is coming from Brown's Sawmill at no cost.

Public comment

No public comment

Adjournment

Motion Nate Howell, support Gary Spray to adjourn. Motion carried. Meeting adjourned at 6:55 PM.

Respectfully submitted,

Cheryl Heiny

Fair Board Secretary

PERIOD ENDING 04/30/2018

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

GL NUMBER	DESCRIPTION	END BALANCE	YTD BALANCE	2018 ORIGINAL	2018 AMENDED	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BGDGT
		12/31/2017	04/30/2017	BUDGET	BUDGET	04/30/2018	MONTH 04/30/18	BALANCE	USED
Fund 101 - GENERAL COUNTY									
Revenues									
101-400-401.00	CURRENT TAX	7,819,004.77	377,090.83	8,011,930.00	8,011,930.00	463,896.57	298,944.94	7,548,033.43	5.79
101-400-401.03	CURRENT TAX INTEREST	38,637.69	10,071.71	38,500.00	38,500.00	31,860.64	26,179.96	6,639.36	82.75
101-400-404.00	CONVENTION & TOURISM TAX	68,897.70	0.00	70,399.00	70,399.00	0.00	0.00	70,399.00	0.00
101-400-417.00	UNPAID PERSONAL PROPERTY TAX	6,829.12	3,516.26	3,873.00	3,873.00	1,825.77	11.98	2,047.23	47.14
101-400-424.00	COMMERCIAL FOREST RESERVEE	182.33	0.00	165.00	165.00	0.00	0.00	165.00	0.00
101-400-425.00	SWAMP TAX REFUND	357,289.89	0.00	339,354.00	339,354.00	0.00	0.00	339,354.00	0.00
101-400-441.00	LOCAL COMMUNITY STABILIZATION	3,031.98	3,031.98	0.00	0.00	0.00	0.00	0.00	0.00
101-400-452.00	LICENSES & PERMITS-BUSINESS	1,069.00	421.50	1,100.00	1,100.00	303.50	112.00	796.50	27.59
101-400-476.00	SOIL SEDIMENTATION	14,230.00	3,310.00	12,000.00	12,000.00	3,200.00	1,570.00	8,800.00	26.67
101-400-478.00	DOG LICENSES	1,316.50	880.00	1,300.00	1,300.00	1,075.00	80.00	225.00	82.69
101-400-478.01	CO MARRIAGE LIC FEE	1,320.00	180.00	1,600.00	1,600.00	215.00	30.00	1,385.00	13.44
101-400-479.01	ZONING PERMITS	30,177.20	7,828.15	27,000.00	27,000.00	6,257.62	1,469.40	20,742.38	23.18
101-400-479.02	SP ZONING MTG	605.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
101-400-501.03	ENFORCEMENT ZONE GRANT	12,392.00	3,223.00	11,477.00	8,572.00	755.00	755.00	7,817.00	8.81
101-400-507.00	CO-OP REIMB-PROS ATTY/ADC	61,938.51	19,178.87	55,699.00	55,699.00	19,888.03	4,764.91	35,810.97	35.71
101-400-507.01	PROS ATTY VICTIMS RIGHTS	50,369.66	10,907.23	53,701.00	53,474.68	12,704.18	0.00	40,770.50	23.76
101-400-507.02	WELFARE FRAUD	765.00	0.00	500.00	500.00	0.00	0.00	500.00	0.00
101-400-508.00	WOMEN'S RESOURCE GRANT	500.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
101-400-510.00	STONEGARDEN GRANT	40,191.74	23,261.97	40,276.00	29,258.81	9,951.02	2,083.99	19,307.79	34.01
101-400-532.00	CONSTRUCTION CODE ADMIN	52,859.00	0.00	46,729.00	46,729.00	0.00	0.00	46,729.00	0.00
101-400-533.00	HOUSING ADMIN	24,354.45	0.00	27,714.00	27,714.00	0.00	0.00	27,714.00	0.00
101-400-540.00	COURT EQUITY FUND	121,073.00	48,964.00	121,477.00	121,477.00	18,246.00	0.00	103,231.00	15.02
101-400-541.00	PROBATE JUDGES' SALARY	105,004.48	47,545.77	99,834.00	99,834.00	49,916.87	0.00	49,917.13	50.00
101-400-541.01	PROBATE STAND/PAYMT	45,724.00	22,862.00	45,724.00	45,724.00	22,862.00	0.00	22,862.00	50.00
101-400-541.02	CIRCUIT STAND/PAYMT	45,724.00	22,862.00	45,724.00	45,724.00	22,862.00	0.00	22,862.00	50.00
101-400-541.03	DISTRICT STAND/PAYMT	36,579.20	18,289.60	36,579.00	36,579.00	18,289.60	0.00	18,289.40	50.00
101-400-542.00	ORV ENFORCEMENT GRANT	18,000.00	0.00	18,200.00	18,200.00	0.00	0.00	18,200.00	0.00
101-400-543.00	SECONDARY RD PATROL/GRANT	51,466.17	16,329.81	46,729.00	46,729.00	16,639.40	0.00	30,089.60	35.61
101-400-544.00	MARINE SAFETY PROGRAM	47,900.00	0.00	49,700.00	49,700.00	0.00	0.00	49,700.00	0.00
101-400-544.01	SNO-MOBILE SAFETY/PROGRAM	7,992.56	0.00	7,800.00	7,800.00	0.00	0.00	7,800.00	0.00
101-400-545.01	CASEFLOW ASSIST GRANT/DIST	10,436.30	0.00	10,000.00	10,000.00	0.00	0.00	10,000.00	0.00
101-400-554.00	STATE GRANT	6,261.00	0.00	0.00	6,314.00	0.00	0.00	6,314.00	0.00
101-400-560.00	COUNTY JUVENILE OFFICER GRANT	27,317.04	6,829.26	27,317.00	27,317.00	6,829.26	0.00	20,487.74	25.00
101-400-573.00	LOCAL COMMUNITY STABILIZATION	22,292.85	0.00	0.00	0.00	2,954.41	0.00	(2,954.41)	100.00
101-400-574.00	STATE REVENUE SHARING	456,893.59	274,136.00	462,591.00	462,591.00	208,167.00	0.00	254,424.00	45.00
101-400-574.01	REVENUE SHARING - COUNTY INCEN	112,846.67	75,232.00	112,847.00	112,847.00	56,424.00	0.00	56,423.00	50.00
101-400-575.00	TWP LIQUOR LICENSE	770.00	0.00	770.00	770.00	0.00	0.00	770.00	0.00
101-400-581.00	REV FROM OTHER COUNTIES	54,490.93	16,848.08	55,189.00	55,189.00	17,915.18	4,447.74	37,273.82	32.46
101-400-582.00	SHERIFF LOCAL GRANTS	1,400.00	700.00	0.00	1,150.00	1,150.00	0.00	0.00	100.00
101-400-583.00	LOCAL GRANTS	350.00	350.00	0.00	0.00	149.57	(250.43)	(149.57)	100.00
101-400-601.00	CIR CRT COSTS	48,938.81	16,925.52	50,000.00	50,000.00	17,703.34	4,778.84	32,296.66	35.41
101-400-601.01	ATTY FEE REIMB/CIRCUIT	22,526.88	8,144.50	31,000.00	31,000.00	12,283.83	1,975.00	18,716.17	39.63
101-400-601.10	CIR CT GARNISHMENT	705.00	30.00	550.00	550.00	45.00	15.00	505.00	8.18
101-400-603.00	DISTRICT CRT COSTS	394,902.11	125,161.83	390,000.00	390,000.00	119,006.80	24,411.05	270,993.20	30.51
101-400-603.01	PROBATE CRT COSTS	1,085.00	120.00	1,000.00	1,000.00	420.00	320.00	580.00	42.00
101-400-607.02	CTY GENERAL FILING FEE	4,572.00	1,519.00	5,250.00	5,250.00	1,643.00	434.00	3,607.00	31.30
101-400-607.04	CHARGE FOR SERVICE	152,873.28	5,253.80	116,561.00	116,561.00	13,548.63	0.00	103,012.37	11.62
101-400-608.01	MOTION FEE COUNTY	2,140.00	850.00	3,000.00	3,000.00	550.00	130.00	2,450.00	18.33
101-400-608.02	COUNTY APPEAL FEE	386.00	56.00	200.00	200.00	62.00	31.00	138.00	31.00
101-400-610.00	JURY FEE CIR CT	2,170.00	585.00	1,600.00	1,600.00	290.00	60.00	1,310.00	18.13
101-400-612.01	GIS	2,926.65	935.00	1,800.00	1,800.00	870.00	0.00	930.00	48.33
101-400-613.00	DIST CRT/CIVIL FEES	50,031.50	10,857.50	45,000.00	45,000.00	10,514.50	2,441.75	34,485.50	23.37
101-400-613.10	COUNTY REMONUMENTATION	350.94	96.84	300.00	300.00	97.38	21.42	202.62	32.46
101-400-614.00	VIOLATION CLEARANCE RECORD	2,745.67	790.33	3,000.00	3,000.00	962.66	199.33	2,037.34	32.09

PERIOD ENDING 04/30/2018

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

GL NUMBER	DESCRIPTION	END BALANCE	YTD BALANCE	2018		YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BGDG
		12/31/2017	04/30/2017	ORIGINAL BUDGET	2018 AMENDED BUDGET		MONTH 04/30/18		
Fund 101 - GENERAL COUNTY									
Revenues									
101-400-615.00	DIST CRT/BOND COSTS & FEES	3,700.00	980.00	7,000.00	7,000.00	830.00	130.00	6,170.00	11.86
101-400-617.00	PROBATE CRT - FEES	0.00	0.00	0.00	0.00	10.00	10.00	(10.00)	100.00
101-400-617.01	CERTIFIED FEES	1,563.00	494.00	1,400.00	1,400.00	329.00	112.00	1,071.00	23.50
101-400-617.02	MARRIAGE CEREMONIES	100.00	24.00	100.00	100.00	12.00	4.00	88.00	12.00
101-400-617.03	JURY FEE DEMAND	30.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
101-400-617.06	WILLS/SAFE KEEPING	425.00	225.00	200.00	200.00	100.00	25.00	100.00	50.00
101-400-617.07	INVENTORY FEE	10,794.15	2,253.88	6,500.00	6,500.00	2,297.56	461.74	4,202.44	35.35
101-400-617.08	PROBATE CRT/DEPOSIT BOXES	10.00	10.00	20.00	20.00	10.00	0.00	10.00	50.00
101-400-617.10	PROBATE CRT-MOT/PET/ACCT/OB	1,260.00	270.00	1,400.00	1,400.00	340.00	60.00	1,060.00	24.29
101-400-618.00	CO TREAS-CURRENT SERVICES	3,107.00	1,035.50	3,700.00	3,700.00	281.00	260.00	3,419.00	7.59
101-400-618.02	REGISTER OF DEEDS TAX CERTIFIC	6,260.00	1,455.00	4,500.00	4,500.00	1,635.00	350.00	2,865.00	36.33
101-400-619.00	CO CLERK/CURRENT SERVICES	24,461.00	7,921.00	21,000.00	21,000.00	7,376.00	2,123.00	13,624.00	35.12
101-400-619.01	PASSPORT FEES	1,375.00	675.00	1,600.00	1,600.00	0.00	0.00	1,600.00	0.00
101-400-619.02	CREMATION FEE	1,430.00	450.00	1,000.00	1,000.00	450.00	110.00	550.00	45.00
101-400-619.03	SUBPOENA FEE	30.00	15.00	0.00	0.00	0.00	0.00	0.00	0.00
101-400-619.04	CRIME VICTIM ADMIN FEES	1,609.59	572.98	1,700.00	1,700.00	396.86	126.30	1,303.14	23.34
101-400-619.05	STATE FORENSIC ADMIN FEE	16.00	8.50	0.00	0.00	2.38	1.88	(2.38)	100.00
101-400-619.06	NOTARY FEES	474.00	152.00	275.00	275.00	136.00	48.00	139.00	49.45
101-400-620.00	REGISTER OF DEEDS FEES	327,124.40	94,460.60	250,000.00	250,000.00	93,940.05	31,039.30	156,059.95	37.58
101-400-622.00	C.C.F. COLLECTION FEE	2,100.84	974.78	2,400.00	2,400.00	1,433.94	788.75	966.06	59.75
101-400-622.01	25% ATTY FEES REIMB	377.25	105.25	500.00	500.00	256.25	65.00	243.75	51.25
101-400-622.02	ATTY FEE REIMB/PROBATE	2,156.75	1,115.75	1,200.00	1,200.00	768.75	195.00	431.25	64.06
101-400-625.00	DNA COLLECTION	375.63	148.07	0.00	0.00	166.20	48.00	(166.20)	100.00
101-400-625.01	SEX OFFENDER REGISTRATION	2,720.00	2,100.00	3,500.00	3,500.00	2,180.00	400.00	1,320.00	62.29
101-400-625.25	DNA COLLECTION - SHERIFF	931.55	370.17	200.00	200.00	415.50	120.00	(215.50)	207.75
101-400-625.36	DNA COLLECTION - DISTRICT COUR	0.00	0.00	100.00	100.00	0.00	0.00	100.00	0.00
101-400-628.02	BOAT LIVERY INSPECTIONS	30.00	0.00	50.00	50.00	0.00	0.00	50.00	0.00
101-400-628.03	PRISONER BOARD	50,697.60	14,948.47	45,000.00	45,000.00	10,984.29	3,710.55	34,015.71	24.41
101-400-628.04	PRISONER MEDICAL	3,238.69	1,118.39	3,500.00	3,500.00	1,522.58	458.01	1,977.42	43.50
101-400-628.05	ACCIDENT REPORT FEES	830.05	383.75	700.00	700.00	324.00	119.00	376.00	46.29
101-400-628.07	DOC/TRANSPORT REIMB	3,489.29	723.70	2,500.00	2,500.00	1,543.96	250.90	956.04	61.76
101-400-628.08	WORK RELEASE	26,119.51	8,425.69	30,000.00	30,000.00	9,536.58	2,955.91	20,463.42	31.79
101-400-628.09	PRISONER BOARD-OUT COUNTY	0.00	0.00	1,050.00	1,050.00	0.00	0.00	1,050.00	0.00
101-400-628.10	DIVERTED FELONS-LOC REIMBURSE	23,385.00	4,115.00	20,000.00	20,000.00	5,105.00	2,545.00	14,895.00	25.53
101-400-628.12	PRISONER TRANSPORT REIMBURSE	471.95	161.95	1,000.00	1,000.00	50.00	0.00	950.00	5.00
101-400-628.13	MEDICAL REIMBURSE-OUT COUNTY	0.00	0.00	50.00	50.00	0.00	0.00	50.00	0.00
101-400-628.14	FINDERS FEE SS JAIL	13,400.00	3,600.00	8,000.00	8,000.00	4,000.00	1,600.00	4,000.00	50.00
101-400-628.16	PRE-EMPLOYMENT FINGERPRINTS	120.00	30.00	200.00	200.00	60.00	10.00	140.00	30.00
101-400-628.17	CCW FINGERPRINT FEE	3,210.00	1,335.00	5,000.00	5,000.00	1,275.00	255.00	3,725.00	25.50
101-400-628.18	DRUNK DRIVERS ASSESSMENT	2,660.00	860.00	3,500.00	3,500.00	880.00	150.00	2,620.00	25.14
101-400-628.19	TETHER FEES	930.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
101-400-630.00	OTHER REVENUE	1,901.30	53.15	25.00	25.00	19.00	0.00	6.00	76.00
101-400-630.03	SALE BOOK	105.00	0.00	200.00	200.00	0.00	0.00	200.00	0.00
101-400-632.00	ADMIN/CRIME VIC RIGHTS ASST	95.50	30.11	0.00	0.00	24.99	6.99	(24.99)	100.00
101-400-633.00	TAX RECORDS SEARCH FEE	888.40	628.80	1,200.00	1,200.00	1,097.41	333.60	102.59	91.45
101-400-644.00	SALE OF SCRAP & SALVAGE	70.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
101-400-651.10	REGISTER OF DEEDS - ONLINE SER	15,613.00	4,645.00	15,000.00	15,000.00	5,070.00	1,635.00	9,930.00	33.80
101-400-656.00	BOND FORFEITURES	14,700.00	560.00	1,000.00	1,000.00	10,400.00	10,200.00	(9,400.00)	1,040.00
101-400-656.01	ORDINANCE FINES & COSTS	19,587.92	3,036.67	15,000.00	15,000.00	7,245.05	2,260.03	7,754.95	48.30
101-400-657.00	DRUG FORFEITURES - SHERIFF	3,250.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
101-400-658.00	FORFEITURES - SHERIFF	550.00	550.00	0.00	0.00	0.00	0.00	0.00	0.00
101-400-665.00	INTEREST EARNED	24,941.00	2,723.51	15,600.00	15,600.00	8,063.28	3,145.10	7,536.72	51.69
101-400-665.01	T & A INTEREST	2,046.64	757.70	1,700.00	1,700.00	576.14	135.80	1,123.86	33.89
101-400-668.00	RENTS	62,284.08	19,333.36	58,000.00	58,000.00	19,333.36	4,833.34	38,666.64	33.33

PERIOD ENDING 04/30/2018

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

GL NUMBER	DESCRIPTION	END BALANCE	YTD BALANCE	2018		YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BGDG
		12/31/2017	04/30/2017	ORIGINAL BUDGET	2018 AMENDED BUDGET				
Fund 101 - GENERAL COUNTY									
Revenues									
101-400-673.00	SALE OF FIXED ASSETS	1.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
101-400-675.06	DONATION - CANINE UNIT	6,074.65	1,659.77	10,000.00	10,000.00	2,190.15	(600.02)	7,809.85	21.90
101-400-676.00	CONT FROM OTHER FUNDS	0.00	0.00	23,652.00	23,652.00	0.00	0.00	23,652.00	0.00
101-400-676.01	REIMBURSEMENTS	4,013.99	0.00	0.00	0.00	0.00	0.00	0.00	0.00
101-400-676.13	89TH JURY REIMBURSEMENT	120.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
101-400-676.14	CIR CRT JURY REIMBURSEMENT	3,385.00	0.00	4,300.00	4,300.00	0.00	0.00	4,300.00	0.00
101-400-678.00	INSURANCE & BOND REIMBURSEMENT	62,875.57	0.00	5,780.00	5,780.00	0.00	0.00	5,780.00	0.00
101-400-681.00	ELECTION REFUNDS	127.04	36.64	200.00	200.00	29.76	0.00	170.24	14.88
101-400-682.00	DATA PROCESSING FEES	21,733.75	1,000.00	18,500.00	18,500.00	0.00	0.00	18,500.00	0.00
101-400-682.01	PA BLOOD TEST REIMB	19.35	11.47	250.00	250.00	7.42	4.64	242.58	2.97
101-400-683.00	RETURNED CHECK FEES	780.71	237.10	200.00	200.00	194.29	37.00	5.71	97.15
101-400-686.00	P/A LEGAL/ABUSED & NEG CHLD	42,212.79	19,228.65	48,000.00	48,000.00	10,577.98	6,796.91	37,422.02	22.04
101-400-687.00	WAGE REIMBURSEMENT	0.00	0.00	6,200.00	6,200.00	0.00	0.00	6,200.00	0.00
101-400-687.06	SHERIFF WAGE REIMB/INTERNAL TR	9,620.86	0.00	11,918.00	11,918.00	2,152.06	0.00	9,765.94	18.06
101-400-688.00	REFUNDS - GENERAL	3,314.49	679.95	1,300.00	1,300.00	4,285.08	740.82	(2,985.08)	329.62
101-400-688.06	SHERIFF WAGE REIMB	135.28	2,660.18	1,200.00	1,200.00	0.00	0.00	1,200.00	0.00
101-400-688.08	INMATE TELEPHONE	14,698.08	3,502.00	10,800.00	10,800.00	3,280.45	1,096.91	7,519.55	30.37
101-400-688.09	NON-REIMBURSABLE/REIMB	146.25	45.00	1,000.00	1,000.00	51.94	0.00	948.06	5.19
101-400-688.11	M.A.P.S.	6,417.29	0.00	10,021.00	10,021.00	0.00	0.00	10,021.00	0.00
101-400-688.15	SHERIFF PBT'S	96.00	35.00	500.00	500.00	51.00	0.00	449.00	10.20
101-400-688.17	POSTAGE REIMBURSEMENTS	11.51	11.51	50.00	50.00	0.00	0.00	50.00	0.00
101-400-688.19	SHERIFF DRUG SCREENS	606.38	208.55	500.00	500.00	305.50	63.00	194.50	61.10
101-400-690.00	INS & SURETY PREMIUM REFUND	62,284.00	0.00	50,000.00	50,000.00	0.00	0.00	50,000.00	0.00
101-400-695.00	CASH OVER/SHORT	26.25	6.25	0.00	0.00	20.10	0.00	(20.10)	100.00
101-400-696.00	INSURANCE PROCEEDS	2,594.24	2,594.24	0.00	0.00	3,800.00	0.00	(3,800.00)	100.00
101-400-698.00	MISC	787.73	198.19	0.00	0.00	179.21	179.21	(179.21)	100.00
101-400-699.00	FUND EQUITY	0.00	0.00	681,056.00	687,894.18	0.00	0.00	687,894.18	0.00
101-400-699.99	TRANSFER IN	523,134.09	0.00	3,790,397.00	3,790,397.00	0.00	0.00	3,790,397.00	0.00
TOTAL REVENUES		11,877,099.56	1,401,126.57	15,745,453.00	15,745,606.67	1,399,936.83	454,417.55	14,345,669.84	8.89
Expenditures									
101	COMMISSIONERS	126,211.06	37,141.32	145,920.00	145,943.00	36,445.80	10,649.42	109,497.20	24.97
131	CIRCUIT COURT	278,290.29	79,492.57	331,234.00	331,362.00	80,569.90	19,878.55	250,792.10	24.31
136	DISTRICT COURT	617,171.06	180,397.49	636,234.00	636,706.00	186,620.81	49,956.17	450,085.19	29.31
139	VICTIM'S RIGHTS	68,489.78	19,957.61	68,397.00	68,211.68	20,028.15	5,072.94	48,183.53	29.36
145	JURY BOARD	6,520.21	1,382.48	10,810.00	10,810.00	1,571.06	1,422.59	9,238.94	14.53
148	PROBATE COURT	587,349.38	176,746.58	618,500.00	618,661.00	182,687.78	47,604.57	435,973.22	29.53
191	ELECTIONS	(737.47)	228.39	28,860.00	28,860.00	3,371.29	2,471.69	25,488.71	11.68
202	FINANCE DEPARTMENT	290,520.62	74,415.07	313,274.00	289,890.00	87,418.44	22,538.71	202,471.56	30.16
212	ADMINISTRATIVE OFFICE	215,086.10	61,422.09	235,184.00	235,288.00	66,612.33	17,496.80	168,675.67	28.31
215	CLERK/REGISTER	434,556.87	117,672.98	450,059.00	450,318.00	133,317.08	34,256.96	317,000.92	29.61
225	EQUALIZATION	212,436.32	65,476.49	217,303.00	217,651.00	59,254.15	14,841.57	158,396.85	27.22
228	INFORMATION SYSTEMS	240,491.96	64,030.55	365,019.00	365,112.00	94,472.51	23,998.12	270,639.49	25.87
229	PROSECUTING ATTORNEY	589,852.39	164,073.63	639,924.00	640,223.00	183,973.43	46,422.64	456,249.57	28.74
243	GIS	68,906.18	19,909.62	70,993.00	71,035.00	19,852.61	5,149.46	51,182.39	27.95
253	COUNTY TREASURER	308,686.60	72,247.56	326,490.00	326,670.00	84,047.93	20,188.08	242,622.07	25.73
260	TAX ALLOCATION BOARD	0.00	0.00	950.00	950.00	0.00	0.00	950.00	0.00
265	COUNTY MAINTENANCE DEPT	473,174.77	139,796.61	505,026.00	506,681.00	146,716.87	42,795.94	359,964.13	28.96
267	MAJOR EQ/BLDG IMP	67,809.49	38,225.03	196,530.00	196,663.00	8,962.70	288.23	187,700.30	4.56
270	HUMAN RESOURCE	4,882.10	1,142.30	5,775.00	5,775.00	937.70	366.10	4,837.30	16.24
275	DRAIN COMMISSIONER	2,981.54	1,882.90	6,090.00	6,090.00	541.09	273.11	5,548.91	8.88
284	COUNTY SURVEYOR	1,950.00	600.00	2,150.00	2,150.00	1,072.02	712.02	1,077.98	49.86

PERIOD ENDING 04/30/2018

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

GL NUMBER	DESCRIPTION	END BALANCE 12/31/2017	YTD BALANCE 04/30/2017	2018		YTD BALANCE 04/30/2018	ACTIVITY FOR MONTH 04/30/18	AVAILABLE BALANCE	% BDGT USED
				ORIGINAL BUDGET	2018 AMENDED BUDGET				
Fund 101 - GENERAL COUNTY									
Expenditures									
285	GENERAL COUNTY	438,326.38	186,315.36	501,424.00	502,829.80	223,163.33	50,373.09	279,666.47	44.38
301	SHERIFF	1,734,200.56	467,142.29	1,739,739.00	1,763,826.00	529,314.54	159,438.97	1,234,511.46	30.01
302	ORV ENFORCEMENT	17,428.35	1,789.00	20,065.00	20,065.00	0.00	0.00	20,065.00	0.00
325	CCE 911	431,290.58	215,462.32	439,528.00	439,528.00	215,381.00	107,690.50	224,147.00	49.00
331	MARINE SAFETY	101,426.60	15,003.92	109,868.00	110,281.00	15,257.44	4,883.39	95,023.56	13.84
332	SNO-MOBILE SAFETY *	9,367.32	9,512.85	9,670.00	9,670.00	7,658.54	694.43	2,011.46	79.20
333	SHERIFF SECONDARY ROAD PATROL	74,877.79	21,963.23	78,883.00	79,498.00	22,399.64	5,760.24	57,098.36	28.18
334	STONEGARDEN GRANT	40,191.74	21,852.82	40,276.00	29,258.81	9,195.17	4,341.38	20,063.64	31.43
335	SHERIFF - LOCAL GRANTS	6,942.55	0.00	10,091.00	10,162.00	0.00	0.00	10,162.00	0.00
337	SHERIFF-FEDERAL GRANTS	12,391.43	4,312.10	11,477.00	8,572.00	1,133.38	378.21	7,438.62	13.22
338	CANINE UNIT	6,122.64	1,659.77	10,000.00	10,000.00	2,190.15	0.00	7,809.85	21.90
351	CORRECTIONS/COMMUNICATIONS	1,531,927.82	424,843.30	1,529,452.00	1,533,461.00	447,467.43	119,431.16	1,085,993.57	29.18
412	PLANNING/ZONING DEPT	317,751.50	101,490.87	364,098.00	358,327.08	51,735.35	9,969.32	306,591.73	14.44
426	TRI-COUNTY EMERGENCY MANAGEMEN	82,007.89	0.00	78,285.00	78,285.00	0.00	0.00	78,285.00	0.00
430	ANIMAL SHELTER/DOG WARDEN	180,480.89	75,311.71	157,709.00	157,709.00	89,717.76	38,386.26	67,991.24	56.89
441	DEPARTMENT OF PUBLIC WORKS	203.33	203.33	340.00	340.00	253.96	0.00	86.04	74.69
600	HEALTH DEPARTMENTS	338,149.00	169,074.50	343,157.00	343,157.00	171,578.50	85,789.25	171,578.50	50.00
605	C/D - HEALTH DEPARTMENT	0.00	0.00	500.00	500.00	0.00	0.00	500.00	0.00
648	MEDICAL EXAMINER	11,888.38	3,700.30	19,508.00	19,518.00	3,005.76	735.44	16,512.24	15.40
682	VETERANS	113,425.40	31,839.29	125,568.00	125,651.00	35,027.04	10,468.24	90,623.96	27.88
700	CASH CONTROL	0.00	0.00	229,128.00	236,929.00	0.00	0.00	236,929.00	0.00
731	COUNTY MSU EXTENSION OFFICE	131,648.98	53,508.32	134,862.00	134,901.00	55,267.11	23,219.76	79,633.89	40.97
751	FAIR GROUNDS / EVENTS	36,794.68	1,828.80	56,012.00	56,058.00	2,339.04	642.49	53,718.96	4.17
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	13,231.66	6,373.41	13,720.00	13,720.00	6,494.86	3,246.27	7,225.14	47.34
900	SPECIAL APPROPRIATIONS	80,000.00	80,000.00	112,500.00	112,500.00	80,000.00	0.00	32,500.00	71.11
902	APPRO/TRANSFERS TO OTHER FUNDS	1,134,259.95	168,477.00	4,230,471.00	4,231,410.30	125,085.78	(36,100.02)	4,106,324.52	2.96
954	INSURANCES	172,528.11	48,110.35	197,400.00	197,400.00	45,336.35	0.00	152,063.65	22.97
TOTAL EXPENDITURES		11,611,492.78	3,426,016.11	15,745,453.00	15,745,606.67	3,537,475.78	955,732.05	12,208,130.89	22.47
Fund 101 - GENERAL COUNTY:									
TOTAL REVENUES		11,877,099.56	1,401,126.57	15,745,453.00	15,745,606.67	1,399,936.83	454,417.55	14,345,669.84	8.89
TOTAL EXPENDITURES		11,611,492.78	3,426,016.11	15,745,453.00	15,745,606.67	3,537,475.78	955,732.05	12,208,130.89	22.47
NET OF REVENUES & EXPENDITURES		265,606.78	(2,024,889.54)	0.00	0.00	(2,137,538.95)	(501,314.50)	2,137,538.95	100.00

CASH SUMMARY BY FUND FOR CHEBOYGAN COUNTY

FROM 04/01/2018 TO 04/30/2018

FUND: ALL FUNDS

CASH AND INVESTMENT ACCOUNTS

Fund	Description	Beginning Balance 04/01/2018	Total Debits	Total Credits	Ending Balance 04/30/2018
101	GENERAL COUNTY	6,552,423.63	606,386.97	1,106,614.07	6,052,196.53
102	FAMILY COUNSELING FUND	29,828.32	60.00	0.00	29,888.32
105	TERMINATION LIABILITY FUND	51,631.83	0.00	6,977.06	44,654.77
107	P A 302 TRAINING FUND	8,685.87	0.00	1,246.00	7,439.87
111	PROBATION ENHANCEMENT FUND	11,946.69	5.00	158.36	11,793.33
112	VICTIM'S RESTITUTION FUND	538.96	0.00	0.00	538.96
114	COUNTY REMONUMENTATION GRANT FUND	19,361.80	14,000.00	36,725.00	(3,363.20)
201	COUNTY ROAD	3,159,816.54	1,051,806.63	728,480.16	3,483,143.01
211	COMMUNITY PROJECTS	4,865.59	0.00	0.00	4,865.59
215	FRIEND OF THE COURT-FAMILY COURT FUND	(34,368.41)	13,320.96	70,700.94	(91,748.39)
217	AMBULANCE MILLAGE	190,454.85	65,037.83	28,764.17	226,728.51
218	TOWNSHIP ROAD LOAN PRG	(200,000.00)	0.00	0.00	(200,000.00)
220	DORIS REID BUILDING	97,962.46	6,991.08	4,133.94	100,819.60
226	RECYCLING	369,838.07	65,734.73	14,854.75	420,718.05
234	DNR FOREST FLOW THROUGH	0.00	4,358.26	0.00	4,358.26
245	PUBLIC IMPROVEMENT	6,041.36	0.00	0.00	6,041.36
249	BUILDING DEPARTMENT FUND	(35,807.07)	28,346.10	35,910.99	(43,371.96)
256	REGISTER OF DEEDS AUTOMATION	391,422.03	4,432.99	856.07	394,998.95
258	DISASTER CONTINGENCY FUND	10,000.00	0.00	0.00	10,000.00
260	SHERIFF'S WORK CREW PROGRAM	(3,192.74)	1,350.00	2,334.83	(4,177.57)
262	SHERIFF SPECIAL PROJECTS FUND	1,671.47	0.00	0.00	1,671.47
263	CONCEALED PISTOL LICENSING	34,367.84	1,272.90	36.00	35,604.74
264	LOCAL CORR OFFICER TRAIN FUND	20,653.49	752.77	80.19	21,326.07
266	D.A.R.E.	2,431.33	0.00	0.00	2,431.33
267	DRUG COURT - ADULT - CIRCUIT	6,257.20	1,670.40	6,823.70	1,103.90
268	SOBRIETY COURT	13,464.30	1,210.00	1,452.78	13,221.52
269	COUNTY LAW LIBRARY	42.33	2,425.00	0.00	2,467.33
270	VETERANS ASSISTANCE FUND	21,730.82	0.00	0.00	21,730.82
273	ORV FUND	1,762.50	0.00	0.00	1,762.50
276	SAYPA PROGRAM	(12,499.54)	10,900.00	9,847.53	(11,447.07)
277	SENIOR CITIZEN MILLAGE	575,161.86	129,052.72	53,520.94	650,693.64
281	CHEBOYGAN COUNTY HOUSING COMM-ESCROW	34,271.51	89.99	0.00	34,361.50
283	CHEBOYGAN COUNTY HOUSING GRANT	192,253.09	20,839.70	3,029.82	210,062.97
292	CHILD CARE - FAMILY COURT	100,499.36	39,891.01	38,742.62	101,647.75
294	VETERANS TRUST	283.64	0.00	0.00	283.64
299	DAV VAN	600.00	0.00	0.00	600.00
351	INVERNESS SEWER PROJECT	5,360.86	0.44	0.00	5,361.30
352	CTY ROAD CONST PROJECT DEBT SERVICE	236,922.26	18,019.18	0.00	254,941.44
401	CRT HOUSE PRESERVATION FUND	(23,836.08)	10.00	13,482.00	(37,308.08)
418	D.H.S. BUILDING FUND	28,729.62	1,566.66	0.00	30,296.28
422	DORIS REID BUILDING CAPITAL PROJECT FUND	(27,157.46)	0.00	17,783.90	(44,941.36)
430	ANIMAL CONTROL CAPTIAL PROJECT FUND	(36,801.27)	0.00	4,133.79	(40,935.06)
450	CCE 911 DEVELOPMENT & CAPITAL FUND	361,177.96	4,933.25	4,933.25	361,177.96
509	COUNTY MARINA	147,133.88	5,437.00	1,109.74	151,461.14
516	100% TAX PAYMENT FUND	8,833,134.41	707,573.96	2,823,991.27	6,716,717.10
517	TAX FORCLOSURE FUND	601,873.52	10,199.01	17,057.76	595,014.77
561	COUNTY FAIR	(8,061.59)	0.00	634.91	(8,696.50)
588	STRAITS REGIONAL RIDE	144,033.92	133,799.46	137,728.80	140,104.58
595	JAIL COMMISSARY FUND	38,662.50	13,571.82	12,025.95	40,208.37

CASH SUMMARY BY FUND FOR CHEBOYGAN COUNTY  
FROM 04/01/2018 TO 04/30/2018  
FUND: ALL FUNDS  
CASH AND INVESTMENT ACCOUNTS

Fund	Description	Beginning Balance 04/01/2018	Total Debits	Total Credits	Ending Balance 04/30/2018
701	T & A ACCOUNT	348,271.42	502,457.03	765,333.86	85,394.59
706	FRIEND OF THE COURT	200.00	0.00	0.00	200.00
721	LIBRARY	195,059.09	14,185.50	245.00	208,999.59
760	DISTRICT COURT	8,437.74	0.00	2,263.76	6,173.98
764	INMATE TRUST FUND	14,571.95	26,411.47	28,028.14	12,955.28
802	REVOLVING DRAIN FUND	100.00	0.00	0.00	100.00
	TOTAL - ALL FUNDS	22,492,213.71	3,508,099.82	5,980,042.05	20,020,271.48

## ADMINISTRATOR'S REPORT

6-12-18

### OEM EMERGENCY OPERATIONS PLAN:

OEM Staff in conjunction with the County's Local Planning Team have completed an update to the County's Emergency Operations Basic Plan. The purpose of the plan is to establish policies and procedures that allow the County to provide a coordinated response to save lives, minimize injuries, protect property, preserve functioning civil government and maintain economic activities essential to survival and recovery from natural disasters and technological hazards. A copy of the plan will be provided to the Board after the June 12, 2018 meeting for review. Approval of the plan will be placed on the July 10, 2018 meeting agenda.

### NLEA BROADBAND CONSORTIUM:

The NLEA has been working the last several years on the development of a broadband consortium that would establish a consortium through NLEA that will allow participating partners to access fiber optic bandwidth through the MERIT Fiber system. This would provide the ability of private sector businesses to access the MERIT Fiber system. The County's fees to participate in the consortium have not been finalized. Preliminary discussions have identified a \$500.00 yearly fee to belong to the consortium. The cost of accessing bandwidth would be identified when the consortium is formed. NLEA has requested partner Counties submit a resolution of support for the consortium to provide to the NLEA Board of Directors for their July meeting. NLEA is currently working with Tube Fab/Roman Engineering Co. concerning access to the MERIT Fiber optic line.

This topic will be placed on the Boards June 26<sup>th</sup>, 2018 agenda for discussion.

### STRAITS REGIONAL RIDE:

Emmet County continues discussion concerning increasing transit service within their County. Strait Regional Ride Staff have been working with Emmet County's committee on route development and cost. If Emmet County decides to increase transit service, this will require a negotiated agreement for service and an amendment to Straits Regional Ride's grant agreement with the State.

### MULLETT TOWNSHIP RECYCLING AGREEMENT:

Staff attended the June 5, 2018 Mullett Township Board Meeting and presented information concerning the County's recycling program and Recycling

Agreement. Township Board indicated they appreciated the information. Staff believes the Township Board will consider the agreement in July.

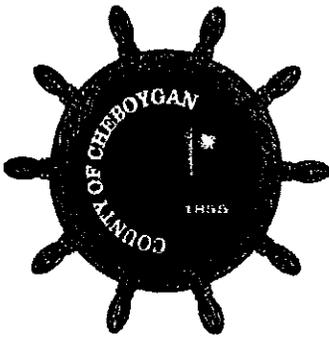
**JAIL PROJECT:** Jail Contractor is scheduled to begin pouring concrete floors next week followed by the start of laying block for the walls. Storage building contractor will begin excavating for footings and foundation in the near future.

**ANIMAL SHELTER:** The Humane Society has indicated that they would like to construct an additional storage building on the animal shelter property on Hackelburg Road. The Humane Society will provide funding for the project. This will require a modification to the agreement with the Humane Society permitting the construction of the building and identifying the building will revert to the County if the agreement expires or is terminated.

Staff is preparing the RFP for the heating and cooling system as well as final kennel renovation area which will complete the renovation project at the facility.

**PLANNING COMMISSION:** The Planning Commission continues work on developing solar regulations. Draft language was reviewed at their June 6, 2018 meeting and is scheduled to continue at their June 20, 2018 meeting. The regulations provide for three levels of solar developments. Level one are small scale systems permitted in all districts with placement of solar arrays on structures. Level 2 facilities permit limited placement of ground mounted solar arrays within all districts to provide power for the buildings located on the property. Level 3 facilities are large solar farm production sites permitted by special use permit in Agricultural/Forest, Limited areas of Protection Lake and Stream, Commercial and Industrial Districts.

**COUNTY AUDITS:** Staff is working with the auditors to complete the County's Audit. The auditors have identified that the Cheboygan County Airport will be listed as a component unit within the audit for the first time this year. This requires additional coordination with the airports auditors to receive their audit information to place within the County's Audit. The Auditors are scheduled to present the audit at the Board's June, 26<sup>th</sup>, 2018 meeting. The audit must be accepted by the Board and submitted to the State by June 30, 2018.



92

# Cheboygan County Board of Commissioners' Meeting

June 12, 2018

**Title:** New Tile in the Health Department

**Summary:** As part of the remodeling project in the Health Department we have bids for new floor tile to be installed in the lobby, kitchen and clinic areas.

Following the purchasing policy we advertised and received two sealed bids for new Floor Tile.

<b>Custom Carpets</b>	<b>\$26,290.00</b>
<b>Bartletts Home Interiors</b>	<b>\$27,763.45</b>

The bids are based on the same specifications.

**Financial Impact:** Funding for this project will come from 422-267-970.00.

**Recommendation:** Award bid to Custom Carpets for the amount of **\$26,290.00** and authorize Chair to sign agreement.

**Prepared by:** Tim Mason

**Department:** Maintenance



May 4, 2018

Quote for:

Cheboygan County Health Department  
870 S. Main Street, #103  
Cheboygan, MI 49721

Phase I

\$ 11,885.29

Armstrong Alterain - Mesa Stone LT Grey  
in Hopscotch Pattern with Grouted joints - Smoke B2

Remove old carpet / vinyl  
Install new underlay  
All new 4" Vinyl Cove Base.

Labor and Materials.

Phase II

\$ 12,148.48

Armstrong Alterain - Mesa Stone LT Grey  
in Hopscotch Pattern with Grouted joints - Smoke B2

Remove old carpet / vinyl  
Install new underlay  
All new 4" Vinyl Cove Base.

Labor and Materials

Phase III

\$ 3,729.68

Armstrong Alterain - Mesa Stone LT Grey  
in Hopscotch Pattern with Grouted joints - Smoke B2

Remove old carpet / vinyl  
Install new underlay  
All new 4" Vinyl Cove Base.

Labor and Materials

Total Scope of Project

\$ 27,763.45

50% of cost required for down payment with draw requests to be made as work is completed.

All material is guaranteed to be as specified. All work to be completed in a workman like manner per standard practices.

Any alternation or deviation from above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over the above estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado, and other necessary insurance. Our workers are fully covered by Workmen's Compensation insurance.

We do not disconnect/reconnect electric equipment or computers. We are not authorized to disconnect or reconnect gas lines. Moving of any items from/to the work area must be pre-arranged. Removal/replacement of toilets, is not included unless specifically stated in proposal. Additional charges may incur due to unforeseen structural problems.

Signature: \_\_\_\_\_

Date: \_\_\_\_/\_\_\_\_/\_\_\_\_ Salesperson Initials: \_\_\_\_\_

Custom Carpets, Inc.

P.O. Box 543  
 5959 S. Straits Hwy.  
 Indian River, MI 49749  
 (231) 238-9305

# Estimate

Date	Estimate #
4/25/2018	1966

<b>Name / Address</b>
Cheboygan County 870 S. Main Cheboygan, MI 49721

			Project
Description	Qty	Cost	Total
WRC Building - Final Phase of Main Floor Remodel  Includes Armstrong Alterna - Mesa Stone Lt Gray installed in a hopscotch pattern using 8 x 8, 8 x 16 & 16 x 16 tiles, luan, adhesive, grout, 4" vinyl cove base, installation tear out and disposal or remaining carpet and VCT tile. Does not include moving any furniture, toilets, appliances or electronic equipment.			
Grand Total		26,290.00	26,290.00
This estimate is good for 30 days. 50% deposit, remainder due upon completion of job. Thank you		<b>Subtotal</b>	\$26,290.00
		<b>Sales Tax (0.0%)</b>	\$0.00
		<b>Total</b>	\$26,290.00



# Cheboygan County

## Board of Commissioners' Meeting

June 12, 2018

**Title:** CCE 911 Central Dispatch Authority Restated Articles of Incorporation

**Summary:** As part of the 800 MHz Radio project, an amendment to the Interlocal agreement creating the 911 Central Dispatch Authority of Lower Michigan has been completed by the legal counsels of CCE-911 and the Counties. The amendment restates the articles of incorporation to reaffirm the legal basis for incorporation, confirm the commonly used name of CCE-911 Central Dispatch Authority, clarify its powers and limitations. There are no changes to the board make up. The agreement does place new provisions that require CCE-911 to submit their budget to the counties for review by August 31 each year and requires any increase in the budget for operational or capital projects above the CPI to be approved by the Counties before adoption by CCE-911. The percentage cost each unit pays for operational cost has not changed.

**Financial Impact:** NA

**Recommendation:** Motion to approve the restated Articles of Incorporation of the CCE-911 Central Dispatch Authority and authorize the Chair to sign.

**Prepared by:** Jeffery B. Lawson, County Administrator

**Department:** Administration

**INTERLOCAL AGREEMENT  
AMENDING THE AGREEMENT  
CREATING THE  
911 CENTRAL DISPATCH AUTHORITY OF LOWER MICHIGAN**

THIS INTERLOCAL AGREEMENT is among Charlevoix County, a Michigan political subdivision, whose address is 203 Antrim St., Charlevoix, Michigan 49720 (Charlevoix), Cheboygan County, a Michigan political subdivision, whose address is 870 South Main Street, Cheboygan, Michigan 49721 (Cheboygan), and Emmet County, a Michigan political subdivision, whose address is 200 Division Street, Petoskey, Michigan 49770 (Emmet), (collectively the Counties or the Incorporating Municipalities).

**Recitals**

- A. The Counties created the 911 Central Dispatch Authority of Lower Michigan (911 C.A.L.M.) under the Urban Cooperation Act, MCL 124.501, *et seq* (UCA), in 1993.
- B. The purpose of 911 C.A.L.M. was to centralize dispatch of emergency service responders within the Counties and to provide such services through an authority that is a legal entity separate from the Counties (“Authority”).
- C. 911 C.A.L.M. has performed such primary PSAP services under the auspices of the UCA Agreement and the Emergency 911 Service Enabling Act, MCL 484.1101 *et seq* (“911 Act”) since its creation and is commonly known as “CCE.”
- D. The Counties, therefore, desire to Restate the Articles of Incorporation for the Authority, to reaffirm that the legal basis for its incorporation is under the Urban Cooperation Act, to rename the Authority to its commonly used name of “CCE 911 Central Dispatch Authority,” and to continue providing centralize dispatch of emergency service responders within the Counties.

## **Agreement**

Therefore, in consideration of the mutual promises contained herein, the Counties hereby agree that the 911 C.A.L.M. Agreement shall be amended to read in its entirety as follows:

### **RESTATED ARTICLES OF INCORPORATION OF THE CCE 911 CENTRAL DISPATCH AUTHORITY**

#### **I. CONTINUATION OF LEGAL ENTITY**

The Counties expressly agree that these Restated Articles of Incorporation are intended to continue the legal entity created by the Counties under the 1993 C.A.L.M Agreement and not to create a new municipal corporation.

#### **II. NAME**

The name of the Authority shall be the "CCE 911 Central Dispatch Authority," which may be shortened to "CCE".

#### **III. PURPOSE**

The purposes of the Authority shall be to provide emergency health or safety services, specifically to provide a primary public safety answering point (PSAP) within the meaning of the 911 Act within the total territory of the Incorporating Municipalities, and to provide public safety systems and communications services.

#### **IV. LEGAL ENTITY**

As provided in Section 7 of the UCA, the Authority shall be a separate, non-profit body corporate, with power to sue or be sued in any court of this state. The Authority shall possess all the powers necessary to carry out the purpose of its incorporation, and those incident to those purposes. The enumeration of the powers in these Restated Articles of Incorporation shall not be construed as a limitation upon the Authority's general powers.

## V. POWERS

Except as provided in Article VI below, the Authority shall have the following powers, which shall be liberally construed in its favor:

- A. All powers provided in the UCA and the 911 Act, now or in the future, in connection with the delivery of the emergency health or safety services specified in these Restated Articles.
- B. To acquire real and personal property by purchase, lease, gift, devise, or condemnation, either within or without the territorial limits of the Authority.
- C. To hold, manage, control, sell, exchange, or lease the real and personal property it has acquired.
- D. To condemn private property under Act No. 149 of the Public Acts of 1911, being sections 213.1 to 213.25 of the Michigan Compiled Laws, and the uniform condemnation procedures act, Act No. 87 of the Public Acts of 1980, being sections 213.1 to 213.77 of the Michigan Compiled Laws.
- E. Subject to any limitations provided in the UCA, to hire and discharge employees, attorneys, accountants, a fiscal agent, clerical staff, and consultants as the Authority Board considers necessary to carry out the purpose of the Authority.
- F. To adopt bylaws and rules of administration to accomplish the purposes of the Act, including but not limited to establishing rules and regulations for the governance of the Authority's employees and for the care and management of the Authority's equipment and property.
- G. To apply for and accept grants, loans, or contributions from the federal government or any of its agencies, the state, or other public or private agencies to be used to carry out the purpose of the Authority.
- H. To enter into any contracts with other entities not prohibited by law.
- I. To investigate emergency services requirements, needs, and programs and engage, by contract, consultants as may be necessary and cooperate

with the federal government, state, political subdivisions, and other authorities in those investigations.

- J. To carry over fund balances from year to year consistent with sound financial management for capital improvements, equipment purchases, contingencies and other similar purposes for which contingency fund balances are customary.
- K. To take any additional action or make any policy necessary to implement these powers or carry out the purpose of the Authority.

## **VI. LIMITATIONS**

Notwithstanding the powers enumerated and conferred in Article V above, any of the following activities must be approved by the legislative bodies of all of the then current Incorporating Municipalities before the Authority Board may exercise its authority:

- A. The issuance of any bonds.
- B. The condemnation of any property.
- C. The addition of any Incorporating Municipalities to the Authority.
- D. The provision of any emergency services beyond 911 call answering and dispatching services and public safety systems and communications services.

## **VII. BOARD OF DIRECTORS**

The Authority shall be governed by a Board of Directors (the Authority Board). The Authority Board shall exercise final authority regarding the powers of the Authority. The Authority Board may delegate to its staff and committees such powers as it deems appropriate, as long as such delegation does not create a conflict of interest or is otherwise unlawful.

- A. The Authority Board shall be comprised of nine (9) members, which to the extent reasonably possible shall be geographically diverse within each County, to be composed as follows:

1. Three county commissioners, one appointed from each County Board of Commissioners. Each County Board of Commissioners shall appoint one alternate board member.
  2. Three city or village representatives, one selected from each County. The local government representative and an alternate shall be selected by majority vote of all of the mayors and village presidents in the county, and shall be a mayor, village president, village trustee, city council member or city manager.
  3. Three township representatives, one selected from each County. This representative and an alternate shall be selected by a majority vote of the Michigan Township Association chapter in each County. and shall be an elected township official,
- B. Each alternate shall be entitled to participate and vote at Authority Board meetings in the absence of the regular Board member for which that alternate serves.
- C. A quorum of the Authority Board necessary to conduct business shall be a majority of the entire Authority Board (i.e., five (5) board members). All decisions of the Authority Board establishing official policies of the Authority and expending funds of the Authority shall be made by the vote of a majority of the entire board members (i.e., a vote of five (5) board members) and not simply by a majority of those board members present. All other decisions of the Authority Board shall be made by the vote of a majority of the board members present.
- D. Except for the standing committees established under these Restated Articles of Incorporation, the Authority Board may create and discharge such committees as it deems appropriate.
- E. The Authority Board shall set its schedule for meetings, but at a minimum shall meet at least quarterly each year.
- F. The Authority Board may reimburse its members, officers, and employees for authorized expenses which have been incurred on behalf of the Authority.

- G. The Authority Board shall adopt its own rules of procedure. The Authority Board shall also comply with the Open Meetings Act, as amended, and the Freedom of Information Act, as amended.

### **VIII. OFFICERS**

The Authority Board shall annually select from its members a Chairperson, Vice Chairperson, and Secretary at its January meeting. Each officer shall serve for a term of one (1) year, or until his or her successor is appointed and assumes office. The Chairperson shall be the presiding officer of the Authority Board. In the absence of the Chairperson, the Vice Chairperson shall perform the duties of the Chairperson. The Secretary shall be the recording officer of the Authority. In addition to the officers specified herein, the Authority Board shall select a fiscal agent, who is not required to be a member of the Authority Board and who shall serve at the pleasure of the Authority Board. The fiscal agent shall maintain all financial records of the Authority and shall report to the Authority Board at its regular meetings. At the request of the Authority Board, the fiscal agent shall give the Authority a bond in an amount determined by the Authority Board for the faithful performance of his or her duties. No Authority funds shall be expended, except by a check or other bank draft signed by the fiscal agent and one Authority officer as determined by the Authority Board.

### **IX. STANDING COMMITTEES**

The following standing committees are hereby established:

- A. Executive Committee. An Executive Committee of the Authority Board is hereby established and shall be composed of the Chairperson, Vice Chairperson, and Secretary during the times they hold their respective offices. The Executive Committee shall be empowered to transact Authority business between Authority Board meetings, as necessary, except that the Executive Committee shall not be authorized to approve an annual operating budget, amend these Restated Articles of Incorporation, or amend or repeal any resolution of the Authority Board. The Executive Committee shall meet as needed at the call of the Chairperson or upon the written request of two (2) of the committee members filed with the Authority's Executive Director. The Executive Director

shall mail or deliver, either personally or by electronic means, a notice of the meeting to the Executive Committee members no less than three (3) days before the meeting. A quorum of the Executive Committee shall be a majority of its members present in person, and all business transacted by the Executive Committee shall be by a majority vote of the members present in person. The Executive Committee shall keep minutes of its proceedings, which minutes shall be filed with the minutes of the Authority Board, and any action taken by the Executive Committee shall be presented to the Authority Board for ratification at its next regular meeting.

- B. Technical Advisory Committee. A Technical Advisory Committee (TAC) is hereby established as an advisory committee to the Authority Board. The members of the TAC shall serve without compensation from the Authority.
1. Membership. The members of the TAC shall be all of the following. Alternate members may participate and vote at TAC meetings when the regular member is not present.
    - a. The Executive Director of the Authority, or his or her designated alternate.
    - b. The County Sheriff of each County, or the Sheriff's designated alternate.
    - c. One (1) Chief of Police or Director of Public Safety from each County appointed by the Authority Board, or the designated alternate appointed by the Authority Board.
    - d. One (1) representative of the Michigan State Police, or alternate, designated by the Michigan State Police.
    - e. One (1) Fire Chief or representative from the County Fire Association from each County appointed by the Authority Board, or the designated alternate appointed by the Authority Board.

- f. One (1) Emergency Medical Services representative appointed by the medical authority of each County, or the designated alternate appointed by the medical authority of each County.
  - g. A Prosecuting Attorney from one of the Counties appointed by the Authority Board, or the designated alternate appointed by the Prosecuting Attorney.
  - h. The Chief of Police of the Little Traverse Bay Bands of Odawa Indians, or the designated alternate appointed by the Bands.
2. Officers of the TAC. The TAC shall select at its January meeting from its members a Chairperson, Vice Chairperson, and Secretary, who shall each serve a term of one (1) year, or until their successors are appointed and assume office. The Chairperson shall be the presiding officer of the TAC. In the absence of the Chairperson, the Vice Chairperson shall perform the duties of the Chairperson. The Secretary shall be the recording officer of the TAC.
3. Responsibilities of the TAC. The TAC shall advise and make recommendations to the Authority Board concerning technological and other issues related to the Authority's ability to provide quality centralized dispatch services to emergency service responders within the Counties. The TAC may form a subcommittee composed of the law enforcement TAC members to supervise the Authority's compliance with LEIN rules and regulations as promulgated by the Michigan State Police.
4. Meetings. The TAC shall meet as needed at the call of the Chairperson or upon the written request of five (5) of the TAC members filed with the Executive Director. The Executive Director shall mail or deliver, either personally or by electronic means, a notice of the meeting to the executive committee members no less than three (3) days before the meeting. A quorum of the TAC shall be a majority of its

members present in person, and all business transacted by the TAC shall be by a majority vote of the members present in person. The TAC shall keep minutes of its proceedings, which minutes shall be filed with the minutes of the Authority Board.

## **X. DURATION**

The Authority shall continue indefinitely unless it is dissolved as provided by these Restated Articles of Incorporation.

## **XI. FINANCES**

- A. Except as provided herein, the Authority Board shall have budgetary and financial control over the Authority. The Authority Board, however, shall adopt a line item budget. A copy of the Authority's proposed budget must be given to each Incorporating Municipality on or before August 31 each year. Any increase in the Authority's budget, including all capital improvement projects, that exceeds the annual Midwest Consumer Price Index for All Urban Consumers (not seasonally adjusted) calculated for September (hereafter the CPI-U) times the prior year's originally approved budget and that necessitates additional funds from the Counties beyond the CPI-U increase shall be approved by the legislative bodies of all of the then current Incorporating Municipalities before the Authority Board may adopt that budget. In addition, any budget amendment(s), either individually or collectively, that requires additional contributions from the Incorporating Municipalities shall be approved by the legislative bodies of all of the then current Incorporating Municipalities before the Authority Board may adopt the budget amendment(s).
- B. The Authority shall also receive bond funds, private and public grants and other non-county general fund revenues for PSAP and other emergency services funds including but not limited to all state 911 surcharge payments distributed to the Counties.
- C. Each County shall have the responsibility to fund the Authority based on the following: Charlevoix County – 32.77%; Cheboygan County – 30.77%; and Emmet County – 36.46%, which allocation percentages are the same

as existed at the time these Restated Articles of Incorporation were adopted by the Counties.

- D. Each County shall, in the sole exercise of its discretion, determine the funding mechanism desired to meet its responsibility to fund the Authority. These funding mechanisms may include one (1) or more of the following methods:
  - 1. Each County may assess a county 9-1-1 charge, as authorized under the 911 Act, either with or without approval of the voters, as provided in the statute. Each County shall then distribute the county 911 charge collected to the Authority pursuant to this Interlocal Agreement, since the Authority is providing primary PSAP services for each County.
  - 2. By extra-voted millage requested by each County individually and approved by the electorate within that County.
  - 3. By general fund appropriations from each County, as determined by the Board of Commissioners of that County.
  - 4. By supplemental payments by one or more of the Incorporating Municipalities, which in its/their sole discretion it/they may elect.
- E. Each County shall pay the Authority its share of the Authority's funding in equal quarterly installments, on or before January 31, April 30, July 31, and October 31 each year.

## **XII. FISCAL YEAR**

The fiscal year of the Authority shall begin on January 1 and end on December 31 each year.

## **XIII. WITHDRAWAL**

- A. An Incorporating Municipality may not elect to withdraw as an Incorporating Municipality from the Authority unless and until all of the following conditions are satisfied:

1. Any bonded indebtedness of the Authority is discharged, or the Incorporating Municipality desiring to withdraw pays all of its share of such bonded indebtedness prior to the withdrawal; and,
  2. All outstanding obligations the Incorporating Municipality desiring to withdraw has to the Authority are discharged and all outstanding obligations the Authority has to the Incorporating Municipality desiring to withdraw are discharged.
- B. After the conditions of paragraph A, above, have been satisfied, an Incorporating Municipality may withdraw from the Authority following the procedures of this paragraph.
1. Before an Incorporating Municipality may vote on a resolution concerning withdrawal from the Authority, it must publish in a newspaper of general circulation within such Municipality, a public notice that the Municipality is considering withdrawing from the Authority. The notice shall be published at least ten (10) days before the meeting.
  2. The effective date of the resolution to withdraw as an Incorporating Municipality shall be no less than two (2) months after the meeting at which the resolution was adopted.
  3. A certified copy of the resolution to withdraw as an Incorporating Municipality shall be sent by certified mail to the Chairperson of the Authority Board and the clerks of the remaining Incorporating Municipalities. The resolution must be mailed no less than two (2) months before the effective date of the resolution.
- C. An Incorporating Municipality that withdraws from the Authority shall pay its share of the Authority's funding for the year of the withdrawal, prorated to the effective date of the withdrawal.
- D. An Incorporating Municipality that withdraws from the Authority shall remain liable for its proportion of the normal debts and liabilities of the Authority up to the effective date of the withdrawal, but shall not be liable for any capital expenditures incurred by the Authority between the date the resolution to withdraw was adopted and the effective date of the

withdrawal. The proportion of the Authority's normal debts and liabilities for which an Incorporating Municipality remains liable under this provision shall be determined under the same formula used to apportion the Counties' share of funding the Authority under Article XI C above which is in existence at the time of withdrawal.

#### **XIV. DISSOLUTION**

The Authority may be dissolved by a two-thirds (2/3) vote of the entire Authority Board after all of the conditions and procedures for withdrawal specified in Article XIII above have been met. Upon dissolution, the debts of the Authority shall be paid and the net assets shall be divided among or between the Incorporating Municipalities in existence at the time of the dissolution as determined under the same formula used to apportion the Counties' share of funding the Authority under Article XI C above which is in existence at the time of dissolution. Each Incorporating Municipality in existence at the time of the dissolution shall also be subject to the obligations imposed by the UCA. If the Authority's assets are insufficient to pay all of the Authority's debts, then each Incorporating Municipality in existence at the time of the dissolution shall remain liable for those debts. The proportion of the Authority's debt for which an Incorporating Municipality remains liable shall be determined under the same formula used to apportion the Counties' share of funding the Authority under Article XI C above which is in existence at the time of dissolution.

#### **XV. MERGER AND AMENDMENT**

These Restated Articles of Incorporation replace, modify, and supersede all prior and contemporaneous written or oral understandings among the parties and may be amended or modified by a subsequent written Interlocal Agreement only and then only if such amendment or modification is duly approved by each County and signed by an authorized representative of each County.

#### **XVI. FILING**

The Charlevoix County Clerk shall be responsible for filing a copy of these Restated Articles of Incorporation with the County Clerk of each County and for filing a certified copy of these Restated Articles with the Secretary of State as required by the UCA.

## **XVII. EFFECTIVE DATE**

These Restated Articles of Incorporation shall become effective upon the approval of all Counties.

The foregoing Restated Articles of Incorporation were adopted by the Charlevoix County Board of Commissioners at a meeting duly held on the \_\_\_\_\_ day of \_\_\_\_\_, 2018.

By: \_\_\_\_\_  
Joel Evens

Its: Board Chair

By: \_\_\_\_\_  
Cheryl Potter Browe

Its: Clerk

The foregoing Restated Articles of Incorporation were adopted by the Cheboygan County Board of Commissioners at a meeting duly held on the \_\_\_\_\_ day of \_\_\_\_\_, 2018.

By: \_\_\_\_\_  
John B. Wallace

Its: Board Chair

By: \_\_\_\_\_  
Karen L. Brewster

Its: Clerk

The foregoing Restated Articles of Incorporation were adopted by the Emmet County Board of Commissioners at a meeting duly held on the \_\_\_\_\_ day of \_\_\_\_\_, 2018.

By: \_\_\_\_\_  
William Shorter

Its: Board Chair

By: \_\_\_\_\_  
Juli Wallin

Its: Clerk



# Cheboygan County Board of Commissioners' Meeting

June 12, 2018

**Title:** Truth in Taxation Resolution #18-08 Adopt Millage Rate

**Summary:** During the 2018 Budget process, the posting for the public hearing for the budget was not posted in the newspaper prior to the hearing which eliminates the need for a Truth in Taxation public hearing. In order to adopt the 2018 General Operating Millage rate at the maximum permitted by law, for 2018 which is 5.7284 mills a public hearing is required followed by the adoption of a resolution to set the 2018 General Operating Millage rate. If a public hearing is not held the maximum millage rate that could be set for 2018 would be 5.6099 mills. The proposed resolution authorizes setting the 2018 operating millage rate at 5.7284 mills.

**Financial Impact:** Sets Millage Rate to collect operating taxes.

**Recommendation:** Motion to adopt Resolution #18-08 Truth in Taxation Resolution to authorize a 2018 operating millage rate of 5.7284 mills and authorize the Chairperson to sign.

**Prepared by:** Jeffery B. Lawson

**Department:** Administrative Offices

**CHEBOYGAN COUNTY**  
**Resolution 18-08**

At a regular meeting of the Cheboygan County Board of Commissioners held in the Commissioners Room in the Cheboygan County Building located at 870 S. Main St., Cheboygan, Michigan, on Tuesday, June 12, 2018 at 9:30 a.m.

PRESENT: \_\_\_\_\_

ABSENT: \_\_\_\_\_

The following resolution was made by Commissioner \_\_\_\_\_ and seconded by Commissioner \_\_\_\_\_, to-wit:

Recitals

- A. The Cheboygan County Board of Commissioners, by resolution of May 31, 2018, proposed to establish a total authorized levy of 5.7284 mills within Cheboygan County for operating purposes for fiscal year 2018, which included an additional rate of 0.1181 mills; and
- B. The Cheboygan County Board of Commissioners has carefully examined the financial circumstances of Cheboygan County for the 2018 fiscal year, including estimated expenditures, estimated revenues, and state equalized valuation of property located within the County, and determined that the levy of an additional millage rate will be necessary for the sound management and operation of Cheboygan County; and
- C. The Cheboygan County Board of Commissioners has complete authority to establish that a maximum of 5.7284 mills be levied for operating purposes in fiscal year 2018 from within its authorized millage rate; and
- D. A public hearing has been held, and, under said Act 5, the Cheboygan County Board of Commissioners may now authorize a maximum total levy of 5.7284 mills for operating purposes for fiscal year 2018, within its present authorized millage rate.

**Resolution**

NOW, THEREFORE, THE CHEBOYGAN COUNTY BOARD OF COMMISSIONERS HEREBY RESOLVES that:

- 1. For Fiscal Year 2018 the total operating millage rate of 5.7284 mills, which includes an additional rate of 0.1181 mills, shall be levied upon property located within Cheboygan County.
- 2. All resolution and parts of resolutions insofar as they conflict with the provisions of this resolution be and the same are hereby rescinded.

YES: \_\_\_\_\_

NO: \_\_\_\_\_

RESOLUTION DECLARED ADOPTED.

CHEBOYGAN COUNTY

BY: \_\_\_\_\_  
John B. Wallace, Chairperson

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

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

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



# Cheboygan County Board of Commissioners' Meeting

June 12, 2018

**Title:** Ratify and Affirm Adoption of 2018 Budget and Budget Adjustments

**Summary:** During the 2018 Budget process, the posting for the public hearing for the budget was not posted in the newspaper prior to the hearing as required. The County has posted a notice of a public hearing in the newspaper in conjunction with the Truth in Taxation Hearing to procedurally complete the posting requirement and will ratify and affirm adoption of the budget.

**Financial Impact:** Ratify and Affirm Adoption of 2018 Budget

**Recommendation:** Motion to ratify and affirm the adoption of the County of Cheboygan 2018 General Fund Budget in the amount of \$15,745,453 and all other funds budgets with a combined total of \$22,356,388 resulting in a Cheboygan County Budget in the amount of \$38,101,841 and all adjustments to the 2018 budget, retroactive to January 1, 2018.

**Prepared by:** Jeffery B. Lawson

**Department:** Administrative Offices

# CHEBOYGAN COUNTY

2018

# ANNUAL BUDGET



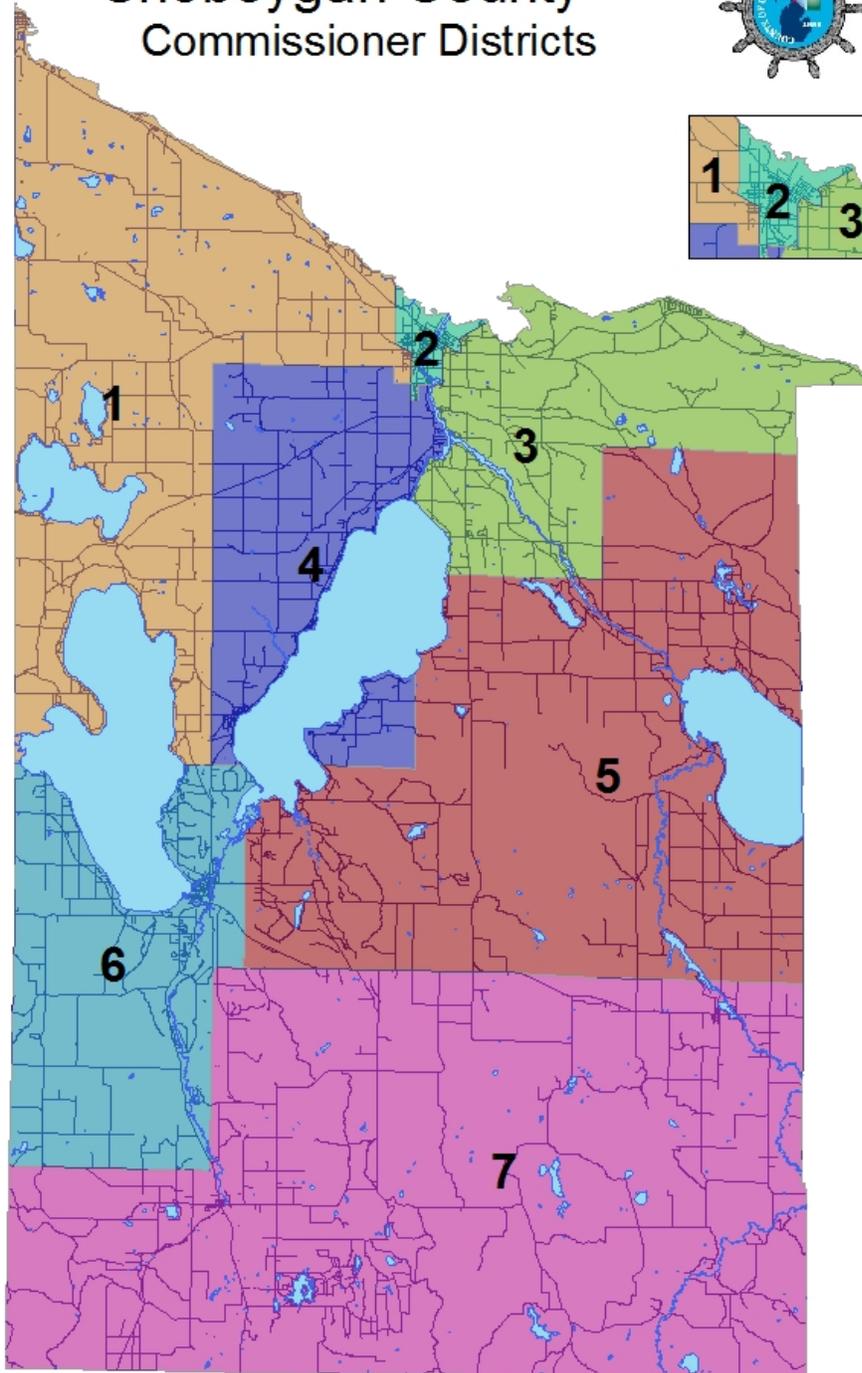
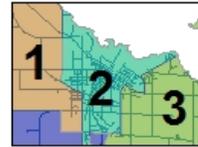
## CHEBOYGAN COUNTY COMMISSIONERS



**Front Row (L-R): Cal Gouine- District 4; Roberta Matelski- District 5; Karen Johnson- District 1;  
Back Row (L-R): - Chairperson, John Wallace- District 6; Vice Chairperson, Richard Sangster-  
District 2; Michael Newman- District 3; Robert Bolinger- District 7.**

**The County Board of Commissioners is the governing board and the policy-making body of County Government. While many of its' powers, duties and responsibilities are prescribed by law and diffused through the widespread use of commissions, boards, committees and independently elected officers, the board is in charge of the development and approval of county policy. One of the main duties of the Board of Commissioners is to set the budget of the county. Commissioners are elected to a two-year term on a partisan basis from single member districts within the county.**

# Cheboygan County Commissioner Districts



November 28, 2017

Honorable Board of Commissioners  
Cheboygan County Building  
870 South Main Street  
Cheboygan, MI 49721

Dear Ladies and Gentlemen:

Transmitted herewith for the Commissioners final review and consideration is the Administrator's recommendations for the 2018 County budget. The budget process is a cooperative effort in which Elected Officials and Department Head/Agency Representatives submit budget requests for consideration and discussion to the Administrator. The budget document is then developed by the Administrator and Assistant Administrator/Finance Director and submitted to the Commission for review and discussion at the October and November Committee of The Whole meetings as well as the November Board Finance meeting with the final budget to be presented at the December 12<sup>th</sup>, 2017 Board Finance meeting.

The Public Hearing for the proposed 2018 budget is scheduled for December 12<sup>th</sup>, 2017 at 9:30 a.m. in the Commissioner's Chambers located at 870 South Main Street Cheboygan, MI. The meeting is held to review the budget recommendations, capital improvements, goals and objectives, identify the proposed 2018 millage rate and receive public input.

Honorable County Commission  
Page Two

The financial condition of the County is stable. The County's fiscal year end 2016 audit indicated the following financial conditions:

- 1) The total assets of the County exceeded its liabilities and deferred outflows in 2016 by \$25,187,373 (net position). Of this amount, \$15,602,417 (unrestricted net position) may be used to meet the County's ongoing obligations to citizens and creditors.
- 2) At the end of Fiscal Year 2016, unreserved fund balance for the Consolidated General Fund was \$7,061,762 or 63% of total General Funds Expenditures and transfers.
- 3) The County's General Fund Balance increased by \$304,740 at the end of Fiscal year 2016.

The County maintains 46 governmental funds and 5 proprietary funds which all contain a positive fund balance or reserve use. Although the County maintains a stable financial status, the economy is growing slowly, which requires the County to monitor various budget factors closely. These factors are identified in the attached budget document.

The proposed budget represents the funding needed to meet the Commission's Goals, Mission and Vision Statement.

The Staff and I are pleased to submit this budget and are committed to providing the citizens, businesses and visitors with efficient, effective and quality services and facilities.

Sincerely,

Jeffery B. Lawson  
County Administrator

# **STRATEGIC PLANNING-BUDGETING**

Figure 1

## Strategic Planning – Budgeting Process



## **STRATEGIC PLANNING- BUDGETING**

### **PROCESS**

Strategic planning-budgeting is a unified process of identifying the goals of an organization and allocating the resources necessary to work toward the outcomes that support the identified goals. The steps of strategic planning-budgeting are:

- Develop goals
- Identify objectives and outcomes
- Appropriate funds to meet the objectives that are designed to produce the outcomes that support the goals of the organization
- Review, monitor and analyze

The Cheboygan County Board of Commissioners has a sustained history of developing goals to promote a higher quality of life, a safe environment and to promote balanced growth and positive interaction with all citizens of the County. The board developed the County's Vision and Mission Statements as well as Commission Goals with facilitation assistance from Michigan State University Extension Staff. Each year the Commission reviews the Mission, Vision and Goals of the organization during a Board Planning Work Session held in the spring of each year. The board then directs the administrator and management team to develop a plan of action to implement the mission, vision and goals. Each department then develops goals and objectives specific to their department to work toward achieving the mission, vision and overall goals of the County.

## **STRATEGIC PLANNING-BUDGETING**

### **VISION-MISSION-GOALS**

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*A **VISION** statement indicates how an organization views its ideal, or ultimate, goal. The Board of Commissioners has established the following vision statement:*

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*The County of Cheboygan will strengthen its position as a diverse, family oriented community while promoting a higher quality of life, a safe environment, balanced growth and positive interaction with all citizens.*

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*A **MISSION** statement assists an organization in easily communicating to a variety of constituencies what it does, who it serves, and how it does so. The Board of Commissioners has established the following mission statement:*

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*Cheboygan County Officials and Staff efficiently provide public services with pride and in an ethical and courteous manner through responsible management of county resources.*

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# GOAL

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**GOALS focus the direction of an organization's work, under the guidance from the vision and mission statement.**

**Goals are long term in nature and will not often change.**

**The five goals of the Board of Commissioners are:**

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- 1. PUBLIC SAFETY – To focus on providing services beneficial to the citizens of Cheboygan County in the areas of public health, safety and security.**
- 2. ECONOMIC DEVELOPMENT – To promote and encourage economic development through our continued efforts of collaborations with our partners.**
- 3. QUALITY COUNTY SERVICE – To work diligently to provide courteous, efficient, quality service.**
- 4. RECOGNIZING SOCIAL ISSUES- To work diligently to address social needs, recognizing the limited role of counties and working together with state and federal governments in their role.**
- 5. ADDRESSING MULTIPLE FACILITY NEEDS – To continue development of capital improvement schedules to maintain county assets.**
- 6. COLLABORATION-SERVICE – To explore continued expansion of collaborative activities.**

# **BUDGET POLICY AND PRACTICE**

**Cheboygan County Policy 300-1 establishes the budget policies of the County.**

**Basis of Accounting and Budgeting**

Cheboygan County uses the modified accrual basis of accounting for accounting and budgeting. Revenues are recognized as soon as they are both measurable and available. Revenues are considered to be available when they are collectible within the current period or soon enough thereafter to pay liabilities of the current period. For this purpose, the government considers revenues to be available if they are collected within 60 days of the end of the current fiscal period or within one year for expenditure-driven grants. Expenditures generally are recorded when a liability is incurred, as under accrual accounting. However, debt service and compensated absences expenditures are recorded only when payment is due.

**The County employs the following procedures in establishing Budget**

- a. Each year, after receiving input from the individual Elected Officials and Department Heads, the County Administrator and Assistant County Administrator/ Finance Director prepare a recommended budget for the fiscal period commencing January 1st and lapses on December 31<sup>st</sup> for Board of Commissioners consideration. The operating budget includes proposed expenditures and the means of financing them.
- b. Staff conducts a detailed review of the proposed budget.
- c. A public hearing is conducted to obtain taxpayers' comments.
- d. Prior to January 1st, the budgets are legally enacted through passage of a budget resolution by the Board of Commissioners

The following is the detailed Budget Time Line process utilized by the County to develop and complete the budget process.

CHEBOYGAN COUNTY 2018 BUDGET PROCESS TIMELINE		
TIMELINE	ACTIVITY	RESPONSIBILITY
July 12 - July 21	Revenue Projections - Calculated and Input	Department Heads, Including Elected Officials
July 12 - August 4	Outside Entities Prepare Funding Request	Other Agencies
July 24 - August 4	Expenditure Requests - Calculated and Input	Department Heads, Including Elected Officials
August 7	Begin Updating Departmental Goals and Objectives for 2018	Department Heads, Including Elected Officials
August 7 - August 11	Outside Entities Submit Funding Request	Other Agencies
August 7 - August 11	Enter Wage and Benefits Projections	Finance Department
August 14 - August 18	Review and Compilation by Finance Department	Finance Director
August 21 - August 25	Preliminary Budget Assembled	Administrator/Finance Director
August 25	Submit Updated Departmental Goals and Objectives for 2018	Department Heads, Including Elected Officials
August 28 - September 1	Meeting with Department Heads, Including Elected Officials and Other Agencies ONLY REQUIRED IF REQUESTING NEW PROGRAMMING OR SIGNIFICANT INCREASES	Administrator/Finance Director
September 5 - September 8	Review and Compilation by Finance Department	Finance Director
September 12	Status Update to to the Board	Administrator/Finance Director
September 12	Adopt Capital Improvement Plan	Community Development
September 13 - September 15	Preliminary Budget Document Printed and Delivered for Board Preview	Finance Director
September 18 - September 25	Preliminary Budget Document Available for Board Analysis	Board
September 26	First Line Item Budget Review	Administrator/Finance Director - Board
October 10	Adopt Salary and Wage Resolution	Board
October 11 - October 13	Draft Budget Assembled	Administrator/Finance Director
October 16 - October 18	Draft Budget Reviewed by Department Heads	Department Heads, Including Elected Officials
October 19 - October 20	Final Review by Finance Department - Draft Budget Document Printed and Delivered for Board Preview	Administrator/Finance Director
October 24	Second Line Item Budget Review	Administrator/Finance Director - Board
October 25 - November 3	Board Recommended Changes Incorporated	Finance Director
November 6 - November 10	Final Draft Budget Document Printed and Delivered for Board Preview	Finance Director
November 14	Final Draft Budget Reviewed by the Board	Board/Administrator/Finance Director
November 15 - November 17	Board Recommended Changes Incorporated	Finance Director
November 21	Third Line Item Budget Review - OPTIONAL	Board/Administrator/Finance Director
November 22 - December 1	Board Recommended Changes Incorporated - IF ADDITIONAL BOARD REVIEW OCCURS ON NOVEMBER 21	Finance Director
December 4 - December 8	Final Budget Document Printed and Delivered for Board Preview	Finance Department
December 11	Prepare Presentation for the Public Hearing	Administrator/Finance Director
December 12	Public Hearing / Adopt Budget	Board

## **Level of Adoption and Control**

The County budget is prepared at the detail revenue level, by source and line item, and at the detail expenditure level, by line item within each department. The adopted budget shall be a line item budget for each department within the General Fund and a fund basis for all other funds. The Finance Department shall monitor each department within each fund on a line item basis and will require the department to submit the necessary budget amendments (at the line item level) when expenditures from appropriated line items are anticipated to exceed the appropriated line item amount. To facilitate maximum budgetary control, it is anticipated that budgetary amendments for line items within department budgets will be necessary during the fiscal year.

## **Intra-budget and Inter-budget Transfers**

The Uniform Budgeting and Accounting Act, MCL 141.421, et seq, requires budget amendments BEFORE any expenditures exceed the budgeted line item amount.

### **A. Requests for Transfers**

All requests for intra-budget line item transfers (line item to line item within one department's budget) and for inter-budget transfers (from one department's budget to another department's budget) shall be made through the Finance Director's office. Requests shall be separated according to the authority table shown below. If a requested transfer to or from a line item totals over \$10,000, it shall be referred to the Board of Commissioners at the next Finance/Business meeting. Only AFTER such requests are approved, should the purchase be made. Budget transfers shall not be divided for the purpose of circumventing the dollar thresholds contained in this policy. Budget transfers to any line item which are part of a series or pattern shall be added together and treated in accordance with the procedure which would apply if all such transfers were made as a single request.

All budget transfers shall be summarized and presented before the end of the fiscal year to allow the Board of Commissioners an opportunity to review all transfers executed during the fiscal year under the authority of the Finance Director and Administrator.

# Budget Policies and Practice

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## B. Authority to Grant Transfers

For intra-budget transfers (line item to line item within one department's budget) and inter-budget transfers (from one department's budget to another department's budget) the following authority levels shall apply:

Up to \$10,000 Department Head, or their designee, and Finance Director approval required

\$10,000.01 to \$15,000 Department Head, or their designee, and Administrator approval required

\$15,000.01 to \$25,000 Finance Director and Administrator approval required

\$25,000.01 and above Board of Commissioners approval required

For ease in the approval process, Departments shall not mix requests that require a different level of approval (i.e. requesting transfers less than or equal to \$5,000 on the same sheet as requests greater than \$5,000).

## **Fund Balance**

To ensure sound fiscal management, the County shall maintain an unreserved fund balance within the County General Fund equal to no less than five to fifteen percent of regular General Fund operating revenues, or no less than one to two months of regular General Fund operating expenditures, whichever is less.

## **Budget Reporting**

The Finance Director shall prepare on a monthly basis a report of General Fund budget-to-actual results for review by the Board of Commissioners (line item basis for revenues and departmental basis for expenditures). The Finance Director shall prepare on a semi-annual basis a report of all funds budget-to-actual results (line item basis) for review by the Board of Commissioners.

## **BUDGET FACTORS**

# Budget Factors

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Monitoring budget factors are critical to the County's ability to maintain a financially stable and effective organization. The following factors and conditions are being monitored by staff for their effect on County finances in 2018 and beyond:

## **Financial Planning**

Cheboygan County consistently monitors factors that affect the County's budget and implements measures to protect the County's financial stability. This is being accomplished by the partnership of the Commissioners, Elected Officials, Administration and Employees in their commitment to provide efficient and effective quality services to the citizens, businesses and visitors of Cheboygan County.

The County has seen a slight increase in tax base over the last two years. Increase revenue from tax base has been offset by a partial loss in revenue from Tourism Tax in 2016. The County completed a wage and benefit analysis in 2015 which compared Cheboygan County employee wages to five other Counties in Northern Michigan to identify wage benefit competitiveness. The analysis identified that the majority of position classifications employed by the County are behind the comparable wage average. The County took measures to begin to move position salaries up to the regional wage average in fiscal years 2016 and 2017. The tiered adjustments will be continued in the 2018 budget cycle. Continued monitoring of factors such as the decrease in personal property tax revenue, increasing wage, benefit and pension cost, capital needs and changes in state revenue sharing will require additional cooperation and innovation to maintain financial strength while providing efficient and effective quality services in the future.

## **Millage Rates**

The proposed operating millage for the July 1, 2017 tax levy is 5.7319 mills. In addition to the operating millage, the Board of Commissioners will be adopting the millage rates for ambulance funding .25 mills and senior citizens center operations .4993 mills and .9986 mills for road improvements. The proposed millage rate for 2018 is 7.4798 mills.

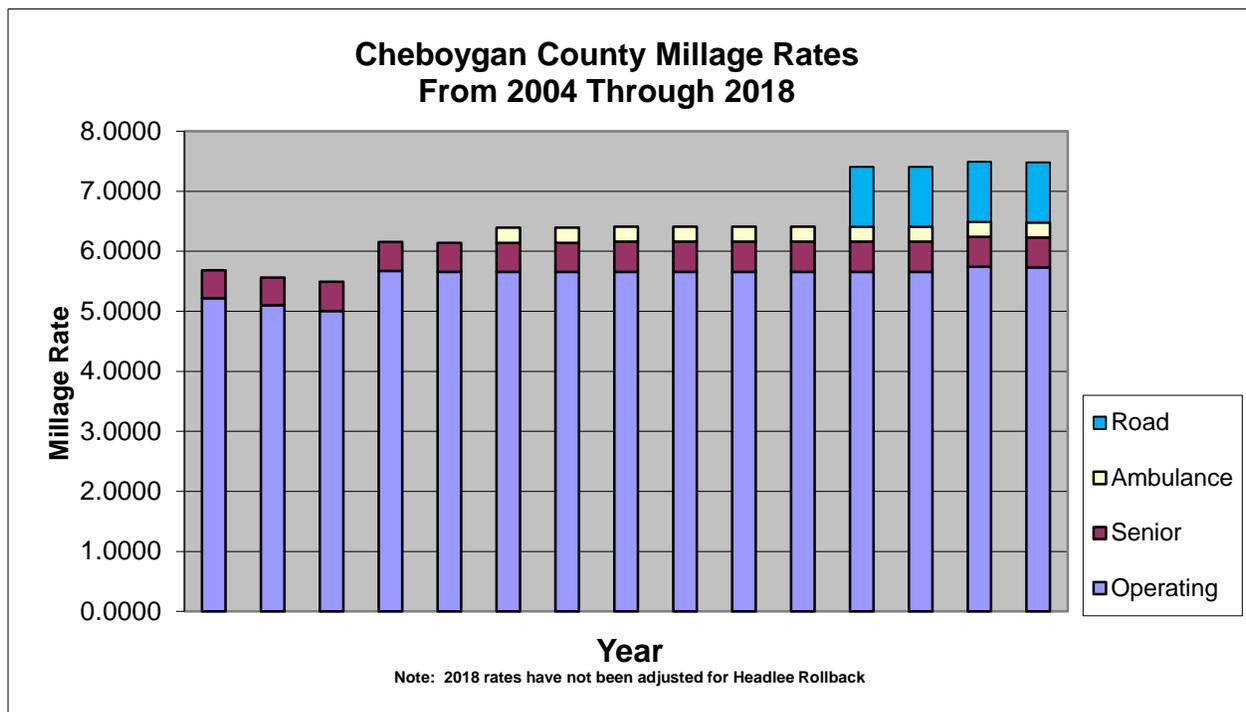
Figures 2 and 3 identifies the County's general operating, senior citizen center, ambulance and road millage rates between 2004 and 2018.

# Budget Factors

Figure 2

Year	Voter Approved Millages				Total
	General Operating	Senior Citizen	Ambulance	County Road	
2004	5.2158	0.4701	0.0000	0.0000	<b>5.6859</b>
2005	5.1005	0.4597	0.0000	0.0000	<b>5.5602</b>
2006	5.0056	0.4900	0.0000	0.0000	<b>5.4956</b>
2007	5.6734	0.4843	0.0000	0.0000	<b>6.1577</b>
2008	5.6592	0.4830	0.0000	0.0000	<b>6.1422</b>
2009	5.6592	0.4830	0.2500	0.0000	<b>6.3922</b>
2010	5.6592	0.4830	0.2500	0.0000	<b>6.3922</b>
2011	5.6592	0.5000	0.2500	0.0000	<b>6.4092</b>
2012	5.6592	0.5000	0.2500	0.0000	<b>6.4092</b>
2013	5.6592	0.5000	0.2500	0.0000	<b>6.4092</b>
2014	5.6592	0.5000	0.2500	0.0000	<b>6.4092</b>
2015	5.6592	0.5000	0.2500	1.0000	<b>7.4092</b>
2016	5.6592	0.5000	0.2500	1.0000	<b>7.4092</b>
2017	5.7400	0.5000	0.2500	1.0000	<b>7.4900</b>
2018	5.7319	0.4993	0.2500	0.9986	<b>7.4798</b>

Figure 3



# Budget Factors

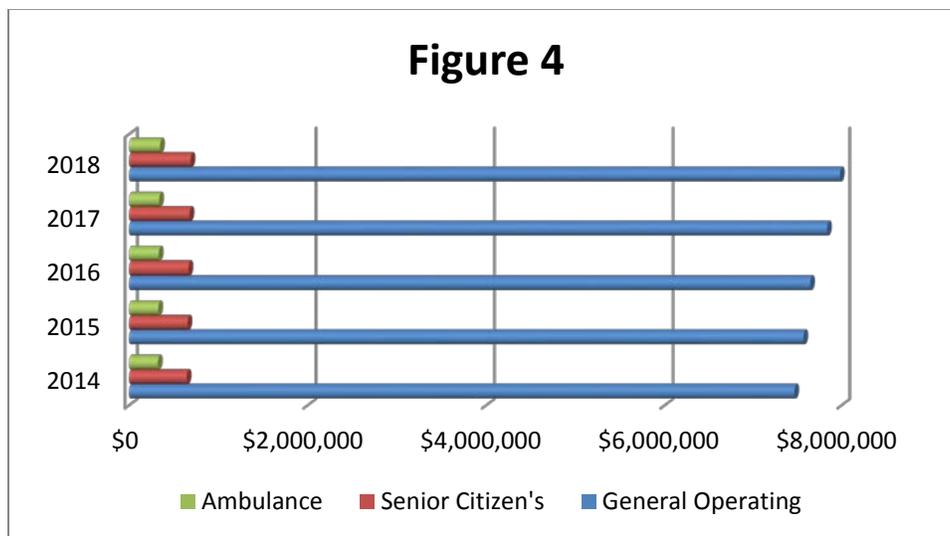
## Revenue

Property Taxes: Economic conditions play an important role in the stability of revenue sources for Cheboygan County. The State of Michigan is experiencing slow growth as indicated by the State's positive job creation and increased revenues over the last two year.

The County's State equalized Value (SEV) decreased 6.10 % in 2011, 5.03 % in 2012, and 2.7 % in 2013 and saw a 2.7% increase in 2014 a 2.8% increase 2015, 1.81% increase in 2016 and a 2.10% increase in 2017.

Proposal A adopted in 1994 created State Taxable Value (STV). The increase or decrease in Taxable Value is directly related to the increase or decrease in tax revenue generated for a municipal unit in Michigan. The County's State Taxable Value (STV) decreased 1.42 % in 2011, decreased .43 % in 2012, increased .13 % in 2013, increased 1.4% in 2014, increased 1.6% in 2015 increased .92% in 2016 and increased 1.78% in 2017. The County estimates conservatively that Taxable Values will increase by the rate of inflation in 2018. Property taxes represent approximately 70% of the County's total General Fund revenue stream.

Figure 4 depicts revenues received by property tax revenue for general operating, senior citizen and ambulance operations between 2014 thru 2016 as well as projected (budgeted) revenues for 2017 and 2018.



State Shared Revenue: The State of Michigan in 2004 enacted Public Act 357 which changed the collection schedule for General Fund operating tax from December to July. This change was factored in over three years beginning with the 2005 summer tax levy; one-third of the County operating property tax levy was collected as a summer tax. In 2006, two-thirds of the operating tax levy was collected in the summer. In 2007 (and thereafter), the entire operating tax levy was collected in the summer. Winter tax bills were reduced each year by the same amount. The additional funds collected, as a result of the accelerated tax billings over this three year

## Budget Factors

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time period, were placed in a special fund and were appropriated on a schedule similar to distributions the County would have received in revenue sharing payments from the State. Appropriations from this fund received by Cheboygan County were completed in 2015.

Cheboygan County now receives revenue Sharing payments from the State which are set each year. The County receives 90% of the State allocation automatically with the remaining 10% received by the County by meeting the State's fiscal transparency guidelines.

Personal Property Tax: The State passed a series of bills in 2013 that eliminate a portion of Personal Property Tax. The bills specifically exempt all parcels which have a PPT value under \$40,000 from taxes immediately. Beginning in 2016, based on a State wide ballot vote approved by voters in 2014 Personal Property for "eligible manufacturing" also received an exemption from personal property taxes. In an effort to reimburse municipal units a portion of lost revenue from manufacturing property the state began replacing a portion of lost PPT revenue to be used to fund essential services (Public Safety).

Federal Grants: The County receives a number of Federal Grants that distribute funding for court and law enforcement programs through the State of Michigan.

Interest Income: Revenue derived from interest bearing accounts is limited due to low interest rates.

Charges for Service: Revenue received for services is estimated to be \$1,167,549 in 2018. This revenue is primarily derived by fees charged for the following services:

- District Court Costs
- Register of Deeds
- Cost Allocation of Centralized Services
- District Court Civil Fees
- Diverted Felons
- Prisoner Board – Out of County
- Circuit Court Costs
- Prisoner Board
- County Clerk
- Others

# Budget Factors

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## Expenditures

Personnel: The 2018 budget maintains the County's current workforce numbers. Wage increases for 2018 are between 1-4% based on contract agreements with labor unions and adjustments to bring wages for positions closer to the average for similar positions as compared to the five counties used in comparing wage and benefits. In an effort to contain cost while providing employees with adequate health care coverage, the County has established health insurance cost caps excluding dental and optical coverage. The caps are set based on the State Caps for health insurance cost each year. For 2018, the County's health care cost is estimated to be \$114,655 below the State Cap. The County also implemented a change in its retirement program for new employees in 2016. The County implemented the MERS Hybrid Plan as a measure to control the growth of long-term pension liability in the future.

The County will continue its current practice of reviewing all retirements and department vacancies to determine if the position will be filled. The County must take a conservative approach when evaluating filling positions to maintain fiscal stability. It is recommended that no new positions be created unless analysis shows a cost savings or service need to the County or there were increases in revenues to accommodate the additional expenses associated with a new position.

## Capital Improvement Program

The Cheboygan County 2018-2023 Capital Improvement Program Plan was approved by Commissioners at the September 12, 2017 Board Meeting. The plan is developed by information submitted by departments concerning capital projects estimated to cost in excess of \$15,000 per project. This information is provided to the Community Development Department for inclusion in the Capital Improvement Plan which is then submitted to the Planning Commission for review and recommendation for Commissioner approval consistent with State law.

The 2018 Capital Improvement Budget recommends the following capital improvement projects for completion:

➤ Animal Shelter Improvements	\$ 220,000
➤ Jail Expansion/Storage	\$2,350,000
➤ Phase I Reid Building Renovations	\$ 240,000
➤ County Building trim/ window replacement	\$ 65,000
➤ County Building Air Unit Replacements	\$ 20,000
➤ Marina Fuel Tank and Fuel Dock Replacement	\$ 800,000
➤ Senior Center Pavement Seal Coating or Other Improvements	\$ 55,404

# Budget Factors

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## **Energy Efficiency Measures**

The County has taken measures to improve energy efficiency over the past several years. This effort will continue in 2018 with the replacement of two air conditioning units on the building. This will continue each year until all units are replaced. Measures will also continue with the replacement of thermostats as well as monitoring temperature variations in the building to regulate heating and cooling.

## **Intergovernmental Collaboration Effort**

The Governor and Legislature are currently promoting the collaboration of services between municipal governments. Cheboygan County has a long history of developing and implementing collaborative efforts with partner agencies and units of government. These partnerships have led to the cost efficient delivery of services that provide a high quality of service to the residents, business owners and visitors of the County. The following is a partial list of collaborative services Cheboygan County participates in:

- Charlevoix, Cheboygan and Emmet 911
- Straits Regional Ride
- District Health Department
- Cheboygan County Airport
- Recycling
- NLEA Economic Development programs
- Straits Area Narcotics Enforcement
- Charlevoix, Cheboygan, Emmet Emergency Management Services
- Straits Area Youth Promotion Academy
- Northern Cheboygan County Inter Municipality Planning Committee

# Economic Profile – Cheboygan County

Updated 2017

<b>County Highlights</b>	
<p>Cheboygan County encompasses 720 square miles of nature’s best, strategically located at the tip of Michigan’s Lower Peninsula along the pristine shores of Lake Huron and the Straits of Mackinac. In addition to 35 miles of Lake Huron Shoreline, Cheboygan County has three of the largest inland lakes in Michigan: Burt Lake, Mullett Lake, and Black Lake. Also, the 40 mile Inland Waterway connects some of these inland lakes to Lake Huron. The historic Inland Waterway used to ferry vacationers to their cabins via stern paddlewheel steamers and today is the longest chain of rivers and lakes in Michigan still enjoyed by many recreational boaters and anglers. Over half of the county is pristine forestland and winding their way through these woods and along former railroads are over 250 miles of recreational trails. All ferry lines to Mackinac Island and Bois Blanc Island leave from Cheboygan County. Much of the economy in Cheboygan County is based on the recreational assets, natural resources and the service and retail trade.</p>	
<small>Source: Local County Economic Development Contact</small>	

<b>Transportation</b>	
Main Highways	I-75, US-23, US-31
Michigan State Trunklines	M-27, M-33, M-68, M-212
Cheb. County Intercounty Highways	C-58, C-64, C-66, F-05
Bus Lines	Indian Trails; Straits Area Regional Ride (public transit)
Truck Lines	Everingham Trucking, Inc., USP Trucking
Marinas	Mackinaw City, Cheboygan, Burt Lake, Mullett Lake, Indian River, Black Lake
Rail Lines	None
Ports	Cheboygan (Port Huron)
Airports	Cheboygan County Airport (Cheboygan), Mackinac Island, Peabeaaye Airport, Hoffman’s Black Mountain Aerodrome, Cherry Capital Airport (Traverse City), Chippewa County Int’l (Kinross), Pellston Regional Airport (Emmet County)
Airlines	Northwest Airlinck (Pellston), United Express – (Alpena County Reg. Airport)
<small>Source: Wikipedia.org 2015</small>	

### Adjacent Counties

- Mackinac County (north)
- Presque Isle County (east)
- Montmorency County (southeast)
- Otsego County (south)
- Charlevoix County (southwest)
- Emmet County (west)

### Cities

- Cheboygan

### Villages

- Mackinaw City (part)
- Wolverine

### Unincorporated

- Afton
- Aloha
- Alverno
- Burt Lake
- Elmhurst
- Indian River
- Mullett Village
- Topinabee
- Tower

### Townships

- Aloha Township
- Beaugrand Township
- Benton Township
- Burt Township
- Ellis Township
- Forest Township
- Grant Township
- Hebron Township
- Inverness Township
- Koehler Township
- Mackinaw Township
- Mentor Township
- Mullett Township
- Munro Township
- Nunda Township
- Tuscarora Township
- Walker Township
- Waverly Township
- Wilmot Township



## General Data

<b>Population</b>	2010	July, 2015	% Change
Cheboygan City	4,867	4,733	-2.75%
Mackinaw City Village	806	802	-0.50%
Wolverine Village	244	237	-2.87%
<b>Cheboygan County</b>	<b>26,152</b>	<b>25,427</b>	<b>-2.77%</b>

Source: American Community Survey, 2015

## Quality of Life

<b>Social Characteristics</b>	<b>2014</b>
Households	11,133
Percent High School Graduate or higher (people 25 years and over)	88.4%
Percent Bachelor's Degree or higher (people 25 years and over)	16.8%
Median Household Income, 2009	\$39,486
Persons below poverty, percent, 2009	17.8%
Homeownership Rate, 2009	81.6%
Median Value of owner-occupied housing, 2009	\$110,800

Source: census.gov 2014

<b>Workforce (Annual, Not Seasonally Adjusted)</b>	
<b>Labor</b>	<b>2015</b>
Total Workforce	10,695
Number Employed	9,756
Number Unemployed	939
Unemployment Rate	8.8%

Source: www.milmi.org

<b>Public School District Information</b>			
<b>School District</b>	<b>Students</b>	<b>Instructors</b>	<b>Buildings</b>
Cheboygan Area Schools	2002	109	6
Inland Lakes Public School	894	45	4
Mackinaw City Public Schools	186	17	1
Wolverine Community Schools	331	24	2

Source: usa.com 2014

<b>Colleges and Universities</b>		
<b>Name</b>	<b>Location</b>	<b>Enrollment</b>
Northwestern Michigan College	Traverse City (Grand Traverse County)	4,502
North Central Michigan College	Petoskey (Emmet County)	2,581

Source: [www.collegeboard.com](http://www.collegeboard.com) 2015

## Cheboygan County Contacts

### **Karen Brewster, County Clerk**

Phone: (231) 627-8808

Fax: (231) 627-8453

Email: [clerk@cheboygancounty.net](mailto:clerk@cheboygancounty.net)

870 South Main St., Cheboygan, MI 49721

### **Jeffery Lawson, County Administrator**

Phone: (231) 627-8855

Fax: (231) 627-8881

Email: [adminlawson@cheboygancounty.net](mailto:adminlawson@cheboygancounty.net)

870 South Main St., Cheboygan, MI 49721

## County Economic Development Contacts

Andy Hayes, President, Northern Lakes Economic Alliance

Phone (231) 582-6482

Fax (231) 582-3213

Email: [info@northernlakes.net](mailto:info@northernlakes.net)

Website: [www.northernlakes.net](http://www.northernlakes.net)

Cheboygan County Planning and Zoning

Phone: (231) 627-8485

Fax: (231) 627-3646

## City Office

### **Cheboygan**

Tom Eustice, City Manager

Phone: (231) 627-9931

Fax: (231) 627-6351

Email: [teustice@cheboygan.org](mailto:teustice@cheboygan.org)

403 N. Huron, PO Box 39, Cheboygan, Michigan 49721

## Village Offices

### **Mackinaw City**

Patrick Wyman, Village Manager

Phone: 231-436-5351

Fax: 231-436-4166

Email: [info@mackinawcity.org](mailto:info@mackinawcity.org)

**102 S. Huron, Mackinaw City, MI 49701**

### **Wolverine**

Ralph Ochs, Village President

Phone: 231-525-8351

Email: [ralphochs@yahoo.com](mailto:ralphochs@yahoo.com)

**Wolverine, MI 49799**

## Top Cheboygan County Taxpayers (2017):

<b>Top Taxpayers</b>	<b>Parcels</b>	<b>Taxable Value</b>
Enbridge Energy	16	15,135,317
Consumers Energy	38	13,268,086
Michigan Department of Natural Resources	234	8,497,287
Presque Isle Electric & Gas Co-op	30	6,879,034
DTE Energy	28	6,248,948
Walmart	2	5,850,427
Union Building Corporation	7	3,502,970
Courtyards of Mackinaw	1	3,175,323
Queens Properties	3	2,877,966
Michigan Electric Transmission Company	8	2,851,300
<b>Total Top Taxpayers</b>	<b>367</b>	<b>68,286,658</b>
Total County		1,392,703,583
Top Taxpayers/County		4.90%

## Top Cheboygan County Employers (2017):

<b>Top Employers</b>	<b>Employees</b>
Cheboygan Area Schools	283
Walmart	267
McLaren Northern Michigan Hospital - Cheboygan Campus	225
Vitalcare	200
Cheboygan County	185
Shepler's Mackinac Island Ferry	161
Tendercare	120
Great Lakes Tissue Company	115
Spartan Stores	105
Tube Fab/Roman Engineering Company	101
Cheboygan-Otsego-Presque Isle ESD	95

## **DESCRIPTION OF FUNDS**

## Description of Funds

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### **GENERAL FUND – FUND 101**

The County's major operating fund used to account for resources traditionally associated with the government which are not required to be accounted for in another fund.

#### **GENERAL FUND REVENUE:**

The majority of General Fund revenues are generated by property tax revenue. The County's millage rate is recommended at 5.7319 mills. The millage rate is set by the County Commissioners in May of each year. Revenues raised by property tax are projected to increase slightly in 2018. This increase will be partially offset by a loss in Personal Property Tax. The County has taken measures over the past several years to prepare for economic conditions by maintaining adequate reserves to stabilize revenues. This budget recommends the projected use of \$681,056 of Fund Equity to balance the budget.

**GENERAL FUND EXPENDITURES:** The General Fund receives revenues to cover expenditures for the following activities:

- Commissioners
- Circuit Court
- District Court
- Victim's Rights
- Jury Board
- Probate Court
- Elections

- Finance
- Administrative Office
- Clerk/Register of Deeds
- Equalization
- Information Systems
- Prosecuting Attorney
- Geographic Information Systems
- Treasurer
- Tax Allocation Board
- Maintenance
- Major Equipment/ Building Improvements
- Human Resources
- Drain Commissioner
- Surveyor
- General County
- Sheriff
- ORV Enforcement
- CCE 911
- Marine Safety
- Snow Mobile Safety
- Sheriff Secondary Road Patrol
- Stonegarden Grant
- Sheriff Local Grants
- Canine Unit
- Corrections/Communications
- Planning/Zoning
- Tri-County Emergency Management
- Animal Shelter/Dog Warden
- Health Department
- Medical Examiner
- Veterans
- MSU Extension
- Fair Grounds
- Veteran's Park
- Soil Conservation
- Plat Board
- Appropriations to Other Funds
- Insurances

# Description of Funds

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## ALL REMAINING FUNDS

### Family Counseling Fund – Fund 102

This fund accounts for a portion of marriage license revenue that is set aside to provide counseling services at the discretion of the Circuit Court.

### Termination Liability Fund – Fund 105

This fund exists to fund accrued compensation pay-outs for employees at their separation from County employment. The fund is budgeted to maintain a balance of 25% of all accrued compensated absences as determined for the most recent financial statement audit.

### P.A. 302 Training Fund – Fund 107

This fund was created in response to Public Act 302 of 1982 – Michigan Justice Training Commission. It accounts for the state distribution of training funds provided for Sheriff's Department personnel.

### P.A. 106 Fund – Fund 108

This fund was created under Public Act 106. It accounts for the quarterly distribution of revenue collected from convention facilities, which is distributed 50% to the General Fund and 50% to substance abuse services.

### Probation Enhancement Fund – Fund 111

This fund accounts for revenue received from the Circuit Court costs assessed to criminal offenders. These funds are used to provide supplies to the Michigan Department of Correction probation staff covering Cheboygan County.

### Victim's Restitution Fund – Fund 112

This fund accounts for revenue received from Circuit Court costs assessed to criminal offenders. These funds are used to provide restitution to victims of crime in cases where restitution cannot be collected from the perpetrator of the crime.

### County Remonumentation Grant Fund – Fund 114

Under Public Act 345 of 1990, the State may offer annual grants to provide survey, monumentation and remonumentation of the public land survey corners and other activities in accordance with the Act and in accordance with the County's Survey, Monumentation and Remonumentation Plan as approved by the Director of the Department of Energy, Labor and Economic Growth. This grant is evenly distributed to the survey firms located within the County.

### County Road Fund – Fund 201

This fund accounts for the operation of the County Road Commission, including all State motor fuel taxes which are earmarked by law for street and highway purposes, Federal aid for highway purposes, taxes and special assessments for road purposes as well as State Trunk line maintenance contracts. Funds are passed through Cheboygan County to the Cheboygan County Road Commission.

### Community Projects – Fund 211

This fund accounts for revenue collected through the Sheriff's Department to fund community projects like the child ID kits and victim services unit.

## Description of Funds

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### **Friend of the Court – Family Court Fund – Fund 215**

This fund accounts for all activities related to the areas of child custody, parenting time, and support (including health care coverage for children and spousal support) as required by Public Acts 294, 295, 296, 297 and 298 of 1982, as amended.

### **Ambulance Millage Fund – Fund 217**

This fund accounts for a tax levy for the purpose of providing ambulance services authorized by a vote of the electors of the local unit of government. These funds are distributed to service providers based township service area.

### **Doris Reid Building Fund – Fund 220**

This fund accounts for operation of the Doris Reid Building. It is funded through rents collected from leaseholders.

### **Recycling Fund – Fund 226**

This fund accounts for County's recycling program activities. It is funded through user fees collected from each household established by the local assessor in 13 of the participating townships and on an individual household basis for non-participating townships.

### **Cellular Phone Flow Through Fund – Fund 230**

This fund accounts for the cellular device assessment collected on behalf of Charlevoix, Cheboygan and Emmet (CCE) 911 received from the State of Michigan. These funds are distributed to the 911 dispatch organizations based on two criteria; a per capita amount and an equal per county amount. This is a pass-through fund.

### **CCE 911 4% Surcharge Fund – Fund 231**

This fund accounts for the \$.50 per line surcharge collected on behalf of Charlevoix, Cheboygan and Emmet (CCE) 911 received from telephone companies. This is a pass-through fund.

### **DNR Forest Flow Through Fund – Fund 234**

This fund accounts for revenue collected on behalf of specific townships and schools received from the Department of Natural Resources and Environment under CDFA #10.665, Schools and Roads – Grants to States for Timber Sales. This is a pass-through fund. This fund was created at the request of the DNRE.

### **Public Improvement Fund – Fund 245**

This fund accounts for non-tax revenue set aside for statutory public improvements. The fund is authorized by Public Act 136 of 1956. There are no appropriations budgeted for in this recommended budget.

### **Building Department Fund – Fund 249**

This fund accounts for revenues earmarked for building construction code enforcement activities. The fund is required by Section 22(1) of Public Act 230 of 1970.

### **Register of Deeds Automation Fund – Fund 256**

This fund accounts for funds set aside under provisions of Public Act 698 of 2002 for upgrading technology in the Register of Deeds' Office under the Revised Judicature Act of 1961.

## Description of Funds

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### **Disaster Contingency Fund – Fund 258**

This fund accounts for money provided by the County Board for the specific purpose of mitigation of disaster related expenses that represent an extraordinary burden on the County in relation to its available resources. This fund is used by counties with a population of 10,000 or more and is permitted by Section 19 of Public Act 390 of 1976.

### **Sheriff's Work Crew Program – Fund 260**

This fund accounts operation of the Sheriff's Work Crew. It is funded through participation fees and charges for services rendered.

### **Sheriff Special Projects Fund – Fund 262**

This fund accounts for revenue collected through the Sheriff's Department to fund special projects like Project Life Saver.

### **Concealed Pistol Licensing Fund – Fund 263**

This fund was created in 2016 to account for application fees collected by the County Clerk related to new and renewal concealed weapons licenses as required by in MCL 28.425b(5) and 28.425b(9).

### **Local Corrections Officer Training Fund – Fund 264**

This fund accounts for revenue collected through the Sheriff's Department (\$10 of the jail booking fee) to provide training opportunities for corrections officers.

### **D.A.R.E. Fund – Fund 266**

This fund accounts for the Drug Abuse Resistance Education program provided in Cheboygan County Schools.

### **Drug Court – Adult – Circuit Fund – Fund 267**

This fund accounts for the 53<sup>rd</sup> Circuit Court – Drug Court Operations. The Drug Court provides services to offenders who are in the criminal justice system as a result of their addiction to drugs or alcohol. The Drug Court provides intensive therapy, testing and judicial monitoring.

### **Sobriety Court – District Fund – Fund 268**

This fund accounts for the 89<sup>th</sup> District Court – Sobriety Court Operations. The Sobriety Court provides services to offenders who are in the criminal justice system as a result of their addiction to drugs or alcohol. The Sobriety Court provides intensive therapy, testing and judicial monitoring.

### **County Law Library Fund – Fund 269**

This fund accounts for maintenance of the County law library. This funds revenue sources include a specified portion of the penal fines collected each year by the County courts and a General Fund appropriation. This fund is required by MCL 600.4851.

### **Veterans' Assistance Fund – Fund 270**

This fund accounts for moneys allocated through the Emergency Food and Shelter Program and donations made to Cheboygan County to provide assistance to veterans and their families.

### **ORV Fund – Fund 273 (Formerly Fund 263)**

This fund accounts for fines and damages collected under the 2009 ORV Ordinance, which are distributed 50% to the Sheriff's Department - ORV Enforcement Division and 50% to the Cheboygan County Road Commission. This fund was renumbered from 263 in 2016.

## Description of Funds

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### **SAYPA Program Fund – Fund 276**

This fund accounts for the operations of the Straits Area Youth Promotion Academy, a multi-dimensional drug, violence and other anti-social behavioral prevention program for middle and/or high school age adjudicated youth. This program was established to reduce the out-of-county placement costs of Cheboygan County youth.

### **Senior Citizens' Millage Fund – Fund 277**

This fund was established to collect and remit property taxes levied to support programs and services to the elderly in Cheboygan County. These funds are distributed through an annual application process.

### **Cheboygan County Housing Commission Fund – Fund 281**

This fund accounts for housing programs provided to the citizens of Cheboygan County through Cheboygan County funds contributed at the inception of the housing department and program income from HUD – Small Cities loans.

### **Cheboygan County Housing Grant Fund – Fund 283**

This fund accounts for housing programs provided to the citizens of Cheboygan County through grant funds and program income.

### **Cheboygan Social Services Fund – Fund 289**

This fund accounts for the activity of the Department of Human Services oversight board.

### **Child Care Fund – Fund 292**

This fund accounts for all children foster care activities supervised by both the Probate Court and the Department of Human Services. Funding for costs related to family foster care, institutional care, in-home care and independent living is provided 50% through a General Fund appropriation and 50% through State reimbursement.

### **Soldiers' Relief Fund – Fund 293**

This fund accounts for a General Fund appropriation (not to exceed 2/10 of a mill) to provide assistance to indigent veterans and their families. This fund is required by MCL 35.21.

### **Senior Citizens' Bussing Fund – Fund 297**

This fund accounts for specialized transit operational revenue received from the Michigan Department of Transportation passed through Cheboygan County to the Cheboygan Area Council on Aging for senior citizen transportation needs.

### **DAV Van – Fund 299**

This fund accounts for the fundraising efforts used to support the Disables American Veteran's van supplied for Cheboygan County Veterans.

### **Inverness Sewer Project Fund – Fund 351**

This fund accounts for the repayment of Inverness Township's sewer bond from Rural Development.

## Description of Funds

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### **County Road Construction Project Debt Service Fund – Fund 352**

This fund accounts for the repayment of the 2004 Cheboygan County Road Commission bonds from the Michigan Transportation Fund issued to construct the Indian River facility.

### **Court House Preservation Fund – Fund 401**

This fund was created under Resolution #05-020 for the purpose of appropriating, providing for, setting aside and accumulating moneys to be used for acquiring, constructing, extending, altering, repairing or equipping public improvements or public buildings which Cheboygan County may, by provisions of general law, be authorized to acquire, construct, extend, alter, enlarge, equip or repair. These funds are collected through the 89<sup>th</sup> District Court (at a rate of 10%) for violation of the penal law of this state or ordered in a civil infraction for the violation of a law of this state and paid to the Cheboygan County Treasurer pursuant to MCL 600.8379(b).

### **D.H.S. (Formerly F.I.A.) Building Fund – Fund 418**

This fund accounts for the building projects at the Department of Human Services building.

### **Doris Reid Building Capital Project Fund – Fund 422**

This fund accounts for the building projects at the Doris Reid building.

### **Animal Control Capital Project Fund – Fund 430**

This fund accounts for the building projects at the Animal Control facility.

### **CCE 911 Development & Capital Fund – Fund 450**

This fund accounts for the quarterly allocation provided to CCE 911 for capital needs and accumulates the amount requested on an annual basis for contingency.

### **County Marina Fund – Fund 509**

This fund accounts for operations of the County Marina.

### **100% Tax Payment Fund (also known as the Delinquent Tax Fund) – Fund 516**

This fund accounts for collection of each year's delinquent taxes and was established by resolution of the County Board of Commissioners pursuant to MCL 211.87b. No budget is required.

### **Tax Foreclosure Fund – Fund 517**

This fund accounts for foreclosure activities initiated by the Cheboygan County Treasurer. No budget is required.

### **County Fair Fund – Fund 561**

This fund accounts for operations of the County Fair.

### **Straits Regional Ride Fund – Fund 588**

This fund accounts for the public transit operations provided to Cheboygan, Emmet and Presque Isle Counties.

### **Jail Commissary Fund – Fund 595**

This fund accounts for all revenues and expenses for the operation of the jail commissary.

## Description of Funds

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### **T & A Account Fund – Fund 701**

This fund accounts for resources held by the County in a purely custodial capacity. No budget is required.

### **Friend of the Court (T & A Account) Fund – Fund 706**

This fund accounts for resources held by the Friend of the Court in a purely custodial capacity, i.e. support payments. No budget is required.

### **Library (T & A Account) Fund – Fund 721**

This fund accumulates money collected by courts for fines imposed for State law violations which must be apportioned annually by the County Treasurer among the public and County Law libraries. No budget is required.

### **District Court (T & A Account) Fund – Fund 760**

This fund accounts for bond and other trust money held by the 89<sup>th</sup> District Court. No budget is required.

### **Inmate (T & A Account) Fund – Fund 764**

This fund accounts for money belonging to inmates lodged at the County jail. No budget is required.

### **Revolving Drain Fund – Fund 802**

This fund accounts for money advanced from the County's General Fund for engineering, surveys and other preliminary costs of new drains and maintenance work on established drains. This fund is permitted by Chapter 12 of Public Act 40 of 1956, as amended.

## **SUMMARY FUND BUDGETS**

**CHEBOYGAN COUNTY - 2018 BUDGET**

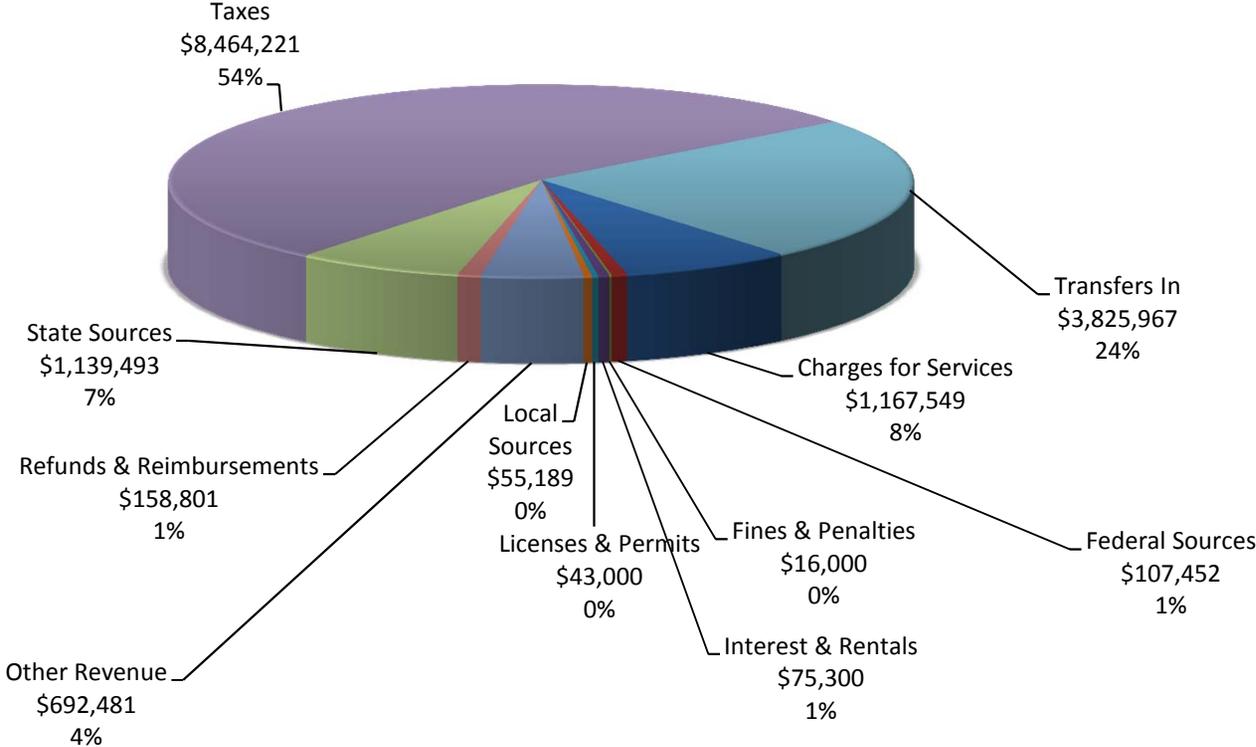
**FUND - SUMMARY**

**TABLE OF CONTENTS FOR THE LINE ITEM BUDGET DETAIL**

<b>FUND</b>	<b>FUND NAME</b>	<b>REVENUES AND EXPENDITURES</b>	<b>PAGE NUMBER</b>
101	General Fund	\$15,745,453	1-53
<b>SPECIAL REVENUE FUNDS</b>			
102	Family Counseling	\$30,500	54-55
105	Termination Liability	\$76,000	56-57
107	PA 302 Training	\$4,400	58-59
108	Public Act 106	\$140,797	60-61
111	Probation Enhancement	\$4,020	62-63
112	Victim's Restitution	\$547	64-65
114	Remonumentation Grant	\$59,985	66-67
201	County Road	\$7,091,003	68-69
211	Community Projects	\$1,500	70-72
215	Friend of the Court	\$530,728	73-74
217	Ambulance Millage	\$348,322	75-76
220	Doris Reid Building	\$84,425	77-78
226	Recycling	\$306,820	79-80
230	Cellular Phone Flow Through	\$151,000	81-82
231	CCE 911 4% Phone Surcharge	\$156,000	83-84
234	DNR Forest Flow Through	\$5,800	85-86
249	Building Department Fund	\$471,888	87-88
256	Register of Deeds Automation	\$33,000	89-90
258	Disaster Contingency	\$10,000	91-92
260	Sheriff's Work Crew Program	\$27,100	93-94
262	Sheriff Special Projects Fund	\$1,000	95-96
263	Concealed Pistol Licensing	\$13,015	97-98
264	Local Corrections Officer Training	\$8,000	99-100
266	D.A.R.E.	\$500	101-102
267	Drug Court	\$117,500	103-106
268	Sobriety Court	\$9,200	107-108
269	Law Library	\$13,200	109-110
270	Veterans Assistance	\$3,000	111-112
273	ORV	\$200	113-114
276	SAYPA Program	\$183,714	115-117
277	Senior Citizen Millage	\$690,533	118-119
281	Housing Commission	\$35,700	120-121
283	Housing Grant	\$160,425	122-124
289	Cheboygan Social Service	\$7,400	125-126
292	Child Care	\$1,160,681	127-134
293	Soldier's Relief	\$5,220	135-136
297	Senior Citizen's Busing	\$25,000	137-138
299	DAV Van	\$1,500	139-140
401	Court House Preservation	\$2,535,000	145-146
450	CCE 911 Development	\$50,733	153-154
561	County Fair	\$195,306	162-164
<b>DEBT SERVICE FUNDS</b>			
351	Inverness Sewer Project	\$207,504	141-142
352	County Road Debt Service	\$191,653	143-144
<b>ENTERPRISE FUNDS</b>			
509	County Marina	\$1,247,745	155-157
516	Delinquent Tax	\$3,292,275	158-159
517	Tax Foreclosure	\$404,944	160-161
588	Straits Regional Ride	\$1,647,705	165-167
595	Jail Commissary Fund	\$135,000	168-169
<b>CAPITAL PROJECT FUNDS</b>			
418	D.H.S. Building Fund	\$18,800	147-148
422	Doris Reid Building Capital Project Fund	\$240,000	149-150
430	Animal Control Capital Project Fund	\$220,000	151-152
802	Revolving Drain Fund	\$100	170-171

Total	\$38,101,841
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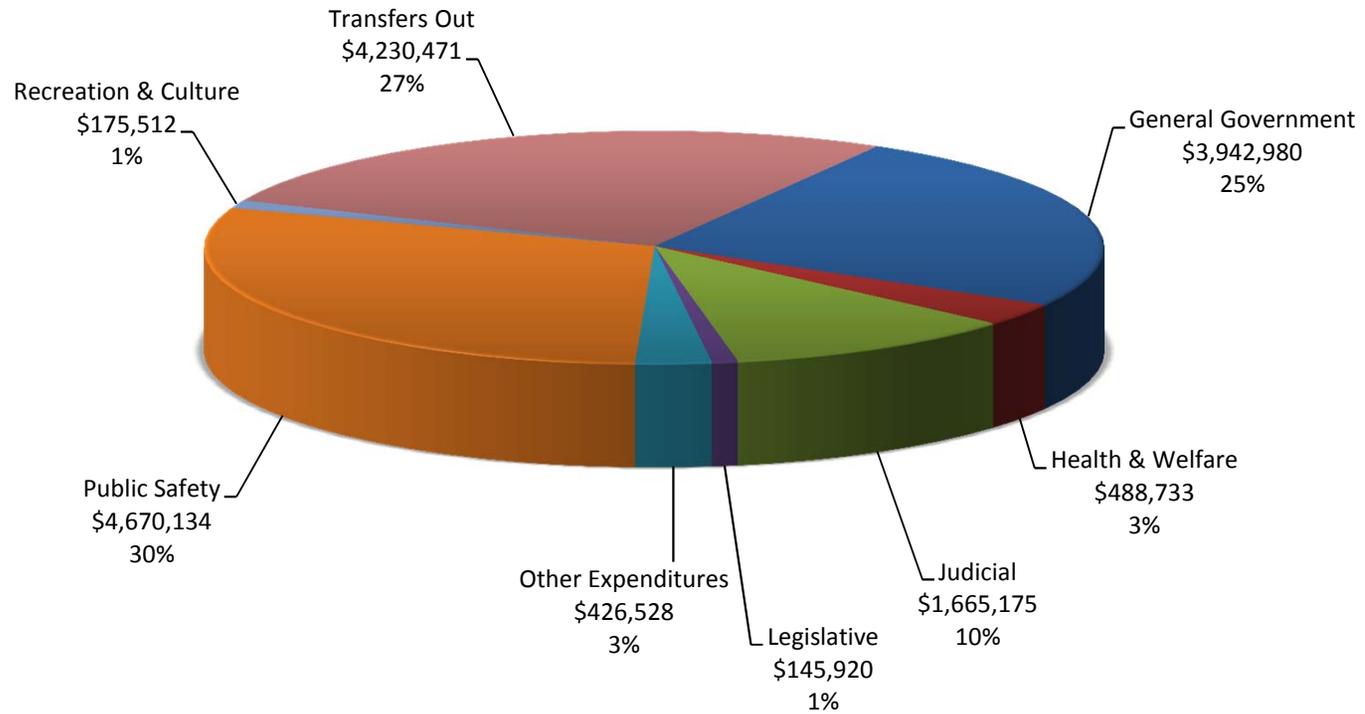
# Cheboygan County General Fund Budgeted Revenues 2018



**Cheboygan County**  
**General Fund Budgeted Revenues Detail**  
**2018**

<b>Taxes</b>				<b>Licenses &amp; Permits</b>			
Current Tax - Residential and Commercial	\$	8,011,930		Zoning Permits	\$	27,000	
Swamp Tax Refund		339,354		Soil Sedimentation Permits		12,000	
Convention & Tourism Tax		70,399		Other		4,000	
Other		42,538				<u>43,000</u>	
Total		<u>\$ 8,464,221</u>	54%	Total		<u>\$ 43,000</u>	0%
<b>Transfers In</b>				<b>Local Sources</b>			
Transfer in from 516 for Capital Projects	\$	3,292,275		Revenue from Other Counties	\$	55,189	0%
Transfer In from 517 for Sale Proceeds		360,629					
Transfer In from SAYPA		80,659		<b>Other Revenue</b>			
Transfer in from 517 for Wage Reimbursement		44,315		Use of Fund Equity	\$	681,056	
Transfer in from 220 for Wage Reimbursement		12,519		Donation - Canine Unit		10,000	
Transfer in from 267 for Wage Reimbursement		11,918		Other		1,425	
Other		23,652				<u>692,481</u>	4%
Total		<u>\$ 3,825,967</u>	24%	Total		<u>\$ 692,481</u>	4%
<b>Charges for Services</b>				<b>Refunds &amp; Reimbursements</b>			
District Court Costs	\$	390,000		Insurance Premium Refund	\$	50,000	
Charge for Centralized Services		163,290		Inmate Telephone		10,800	
Register of Deeds Fees		250,000		Data Processing Fees		18,500	
Diverted Felons - Local Reimbursements		20,000		Sheriff Wage Reimbursement		1,200	
District Court/Civil Fees		45,000		Prosecuting Attorney Abused & Neglected Child Contract		48,000	
Circuit Court Costs		50,000		M.A.P.S.		10,021	
Circuit Court Attorney Fee Reimbursement		31,000		Treasurer Wage Reimbursement		6,200	
Prisoner Work Release		30,000		Insurance & Bond Reimbursements		5,780	
County Clerk/Current Services		21,000		Circuit Court Jury Reimbursement		4,300	
Housing Administration Fee		27,714		Other		4,000	
Other		139,545				<u>158,801</u>	
Total		<u>\$ 1,167,549</u>	8%	Total		<u>\$ 158,801</u>	1%
<b>Federal Sources</b>				<b>State Sources</b>			
Prosecuting Attorney Title IV-D Grant	\$	55,699		State Revenue Sharing	\$	575,438	
Stonegarden Grant		40,276		Court Equity Fund		121,477	
Enforcement Zone Grant		11,477		Probate Judge's Salary		99,834	
		<u>107,452</u>	1%	Secondary Road Patrol Grant		46,729	
<b>Fines &amp; Penalties</b>				Prosecuting Attorney Victims Rights Grant		55,699	
Ordinance Fines & Costs	\$	15,000		Marine Safety Program Grant		49,700	
Bond Forfeitures		1,000		Probate Judge's Standard Payment		45,724	
		<u>16,000</u>	0%	Circuit Judge's Standard Payment		45,724	
<b>Interest &amp; Rentals</b>				District Judge's Standard Payment		36,579	
Rents	\$	58,000		Juvenile Officer Grant		27,317	
Interest Earned		15,600		ORV Enforcement Grant		18,200	
Other		1,700		Snow-Mobile Safety Program Grant		7,800	
		<u>75,300</u>	1%	Other		9,272	
Total		<u>\$ 75,300</u>	1%	Total		<u>\$ 1,139,493</u>	7%
<b>General Fund Budgeted Revenues</b>					<b>\$</b>	<b><u>15,745,453</u></b>	<b>100%</b>

# Cheboygan County General Fund Budgeted Expenditures 2018





2018  
RECOMMENDED  
BUDGET

DEPARTMENT	DESCRIPTION	
<b>ESTIMATED REVENUES</b>		
400	REVENUE CONTROL	15,745,453
<b>TOTAL ESTIMATED REVENUES</b>		<b>15,745,453</b>
<b>APPROPRIATIONS</b>		
101	COMMISSIONERS	145,920
131	CIRCUIT COURT	331,234
136	DISTRICT COURT	636,234
139	VICTIM'S RIGHTS	68,397
145	JURY BOARD	10,810
148	PROBATE COURT	618,500
191	ELECTIONS	28,860
202	FINANCE DEPARTMENT	313,274
212	ADMINISTRATIVE OFFICE	235,184
215	CLERK/REGISTER	450,059
225	EQUALIZATION	217,303
228	INFORMATION SYSTEMS	365,019
229	PROSECUTING ATTORNEY	639,924
243	GIS	70,993
253	COUNTY TREASURER	326,490
260	TAX ALLOCATION BOARD	950
265	COUNTY MAINTENANCE DEPT	505,026
267	MAJOR EQ/BLDG IMP	196,530
270	HUMAN RESOURCE	5,775
275	DRAIN COMMISSIONER	6,090
284	COUNTY SURVEYOR	2,150
285	GENERAL COUNTY	501,424
301	SHERIFF	1,739,739
302	ORV ENFORCEMENT	20,065
325	CCE 911	439,528
331	MARINE SAFETY	109,868
332	SNO-MOBILE SAFETY *	9,670
333	SHERIFF SECONDARY ROAD PATROL *	78,883
334	STONEGARDEN GRANT	40,276
335	SHERIFF - LOCAL GRANTS	10,091
337	SHERIFF-FEDERAL GRANTS	11,477
338	CANINE UNIT	10,000
351	CORRECTIONS/COMMUNICATIONS	1,529,452
412	PLANNING/ZONING DEPT	364,098
426	TRI-COUNTY EMERGENCY MANAGEMENT	78,285
430	ANIMAL SHELTER/DOG WARDEN	157,709
441	DEPARTMENT OF PUBLIC WORKS	340
600	HEALTH DEPARTMENTS	343,157
605	C/D - HEALTH DEPARTMENT	500
648	MEDICAL EXAMINER	19,508
682	VETERANS	125,568
700	CASH CONTROL	229,128
731	COUNTY MSU EXTENSION OFFICE	134,862
751	FAIR GROUNDS / EVENTS	56,012
753	VETERAN'S PARK	7,000
784	SOIL CONSERVATION	13,720
900	SPECIAL APPROPRIATIONS	112,500
902	APPRO/TRANSFERS TO OTHER FUNDS	4,230,471
954	INSURANCES	197,400
<b>TOTAL APPROPRIATIONS</b>		<b>15,745,453</b>
<b>NET OF REVENUES/APPROPRIATIONS - FUND 101</b>		
BEGINNING FUND BALANCE		
ENDING FUND BALANCE		

BUDGET REPORT FOR CHEBOYGAN COUNTY  
Fund: 102 FAMILY COUNSELING FUND

DEPARTMENT	DESCRIPTION	2018 RECOMMENDED BUDGET
<hr/>		
ESTIMATED REVENUES		
400	REVENUE CONTROL	30,500
TOTAL ESTIMATED REVENUES		<hr/> 30,500
APPROPRIATIONS		
131	CIRCUIT COURT	30,500
TOTAL APPROPRIATIONS		<hr/> 30,500
<hr/>		
NET OF REVENUES/APPROPRIATIONS - FUND 102		
BEGINNING FUND BALANCE		
ENDING FUND BALANCE		

DEPARTMENT	DESCRIPTION	2018 RECOMMENDED BUDGET
<hr/>		
ESTIMATED REVENUES		
400	REVENUE CONTROL	76,000
TOTAL ESTIMATED REVENUES		<hr/> 76,000
APPROPRIATIONS		
215	CLERK/REGISTER	76,000
TOTAL APPROPRIATIONS		<hr/> 76,000
<hr/>		
NET OF REVENUES/APPROPRIATIONS - FUND 105		
BEGINNING FUND BALANCE		
ENDING FUND BALANCE		

DEPARTMENT	DESCRIPTION	2018 RECOMMENDED BUDGET
<hr/>		
ESTIMATED REVENUES		
400	REVENUE CONTROL	4,400
TOTAL ESTIMATED REVENUES		<hr/> 4,400
APPROPRIATIONS		
301	SHERIFF	4,400
TOTAL APPROPRIATIONS		<hr/> 4,400
<hr/>		
NET OF REVENUES/APPROPRIATIONS - FUND 107		
BEGINNING FUND BALANCE		
ENDING FUND BALANCE		

BUDGET REPORT FOR CHEBOYGAN COUNTY  
Fund: 108 PUBLIC ACT 106 FUND

DEPARTMENT	DESCRIPTION	2018 RECOMMENDED BUDGET
<hr/>		
ESTIMATED REVENUES		
400	REVENUE CONTROL	140,797
TOTAL ESTIMATED REVENUES		<hr/> 140,797
APPROPRIATIONS		
253	COUNTY TREASURER	140,797
TOTAL APPROPRIATIONS		<hr/> 140,797
<hr/>		
NET OF REVENUES/APPROPRIATIONS - FUND 108		
BEGINNING FUND BALANCE		
ENDING FUND BALANCE		

DEPARTMENT	DESCRIPTION	2018 RECOMMENDED BUDGET
<hr/>		
ESTIMATED REVENUES		
400	REVENUE CONTROL	4,020
TOTAL ESTIMATED REVENUES		<hr/> 4,020
APPROPRIATIONS		
131	CIRCUIT COURT	4,020
TOTAL APPROPRIATIONS		<hr/> 4,020
<hr/>		
NET OF REVENUES/APPROPRIATIONS - FUND 111		
BEGINNING FUND BALANCE		
ENDING FUND BALANCE		

DEPARTMENT	DESCRIPTION	2018 RECOMMENDED BUDGET
<hr/>		
ESTIMATED REVENUES		
400	REVENUE CONTROL	547
TOTAL ESTIMATED REVENUES		<hr/> 547
APPROPRIATIONS		
131	CIRCUIT COURT	547
TOTAL APPROPRIATIONS		<hr/> 547
<hr/>		
NET OF REVENUES/APPROPRIATIONS - FUND 112		
BEGINNING FUND BALANCE		
ENDING FUND BALANCE		

BUDGET REPORT FOR CHEBOYGAN COUNTY  
Fund: 114 COUNTY REMONUMENTATION GRANT FUND

DEPARTMENT	DESCRIPTION	2018 RECOMMENDED BUDGET
<hr/>		
ESTIMATED REVENUES		
400	REVENUE CONTROL	59,985
TOTAL ESTIMATED REVENUES		<hr/> 59,985
APPROPRIATIONS		
247	REMONUMENTATION GRANT	59,985
TOTAL APPROPRIATIONS		<hr/> 59,985
<hr/>		
NET OF REVENUES/APPROPRIATIONS - FUND 114		
BEGINNING FUND BALANCE		
ENDING FUND BALANCE		

DEPARTMENT	DESCRIPTION	2018 RECOMMENDED BUDGET
<hr/>		
ESTIMATED REVENUES		
400	REVENUE CONTROL	7,091,003
TOTAL ESTIMATED REVENUES		<hr/> 7,091,003
APPROPRIATIONS		
253	COUNTY TREASURER	7,091,003
TOTAL APPROPRIATIONS		<hr/> 7,091,003
<hr/>		
NET OF REVENUES/APPROPRIATIONS - FUND 201		
BEGINNING FUND BALANCE		
ENDING FUND BALANCE		

BUDGET REPORT FOR CHEBOYGAN COUNTY  
Fund: 211 COMMUNITY PROJECTS

DEPARTMENT	DESCRIPTION	2018 RECOMMENDED BUDGET
<hr/>		
ESTIMATED REVENUES		
400	REVENUE CONTROL	1,500
TOTAL ESTIMATED REVENUES		<hr/> 1,500
APPROPRIATIONS		
351	CORRECTIONS/COMMUNICATIONS	1,000
352	VICTIMS SERVICES UNIT	500
TOTAL APPROPRIATIONS		<hr/> 1,500
<hr/>		
NET OF REVENUES/APPROPRIATIONS - FUND 211		
BEGINNING FUND BALANCE		
ENDING FUND BALANCE		

DEPARTMENT	DESCRIPTION	2018 RECOMMENDED BUDGET
<hr/>		
ESTIMATED REVENUES		
400	REVENUE CONTROL	530,728
TOTAL ESTIMATED REVENUES		<hr/> 530,728
APPROPRIATIONS		
141	FRIEND OF THE COURT	530,728
TOTAL APPROPRIATIONS		<hr/> 530,728
<hr/>		
NET OF REVENUES/APPROPRIATIONS - FUND 215		
BEGINNING FUND BALANCE		
ENDING FUND BALANCE		

BUDGET REPORT FOR CHEBOYGAN COUNTY  
Fund: 217 AMBULANCE MILLAGE

DEPARTMENT	DESCRIPTION	2018 RECOMMENDED BUDGET
<hr/>		
ESTIMATED REVENUES		
400	REVENUE CONTROL	348,322
TOTAL ESTIMATED REVENUES		<hr/> 348,322
APPROPRIATIONS		
651	AMBULANCE	348,322
TOTAL APPROPRIATIONS		<hr/> 348,322
<hr/>		
NET OF REVENUES/APPROPRIATIONS - FUND 217		
BEGINNING FUND BALANCE		
ENDING FUND BALANCE		

BUDGET REPORT FOR CHEBOYGAN COUNTY  
Fund: 220 DORIS REID BUILDING

DEPARTMENT	DESCRIPTION	2018 RECOMMENDED BUDGET
<hr/>		
ESTIMATED REVENUES		
400	REVENUE CONTROL	84,425
TOTAL ESTIMATED REVENUES		<hr/> 84,425
APPROPRIATIONS		
266	BUILDING REPAIRS & MAINTENANCE	84,425
TOTAL APPROPRIATIONS		<hr/> 84,425
<hr/>		
NET OF REVENUES/APPROPRIATIONS - FUND 220		
BEGINNING FUND BALANCE		
ENDING FUND BALANCE		

DEPARTMENT	DESCRIPTION	2018 RECOMMENDED BUDGET
<hr/>		
ESTIMATED REVENUES		
400	REVENUE CONTROL	306,820
TOTAL ESTIMATED REVENUES		<hr/> 306,820
APPROPRIATIONS		
525	RECYCLING PROGRAM	306,820
TOTAL APPROPRIATIONS		<hr/> 306,820
<hr/>		
NET OF REVENUES/APPROPRIATIONS - FUND 226		
BEGINNING FUND BALANCE		
ENDING FUND BALANCE		

DEPARTMENT	DESCRIPTION	2018 RECOMMENDED BUDGET
<hr/>		
ESTIMATED REVENUES		
400	REVENUE CONTROL	151,000
TOTAL ESTIMATED REVENUES		<hr/> 151,000
APPROPRIATIONS		
253	COUNTY TREASURER	151,000
TOTAL APPROPRIATIONS		<hr/> 151,000
<hr/>		
NET OF REVENUES/APPROPRIATIONS - FUND 230		
BEGINNING FUND BALANCE		
ENDING FUND BALANCE		

DEPARTMENT	DESCRIPTION	2018 RECOMMENDED BUDGET
<hr/>		
ESTIMATED REVENUES		
400	REVENUE CONTROL	156,000
TOTAL ESTIMATED REVENUES		<hr/> 156,000
APPROPRIATIONS		
325	CCE 911	156,000
TOTAL APPROPRIATIONS		<hr/> 156,000
<hr/>		
NET OF REVENUES/APPROPRIATIONS - FUND 231		
BEGINNING FUND BALANCE		
ENDING FUND BALANCE		

DEPARTMENT	DESCRIPTION	2018 RECOMMENDED BUDGET
<hr/>		
ESTIMATED REVENUES		
400	REVENUE CONTROL	5,800
TOTAL ESTIMATED REVENUES		<hr/> 5,800
APPROPRIATIONS		
253	COUNTY TREASURER	5,800
TOTAL APPROPRIATIONS		<hr/> 5,800
<hr/>		
NET OF REVENUES/APPROPRIATIONS - FUND 234		
BEGINNING FUND BALANCE		
ENDING FUND BALANCE		

DEPARTMENT	DESCRIPTION	2018 RECOMMENDED BUDGET
<hr/>		
ESTIMATED REVENUES		
400	REVENUE CONTROL	471,888
TOTAL ESTIMATED REVENUES		<hr/> 471,888
APPROPRIATIONS		
371	CONSTRUCTION CODE	471,888
TOTAL APPROPRIATIONS		<hr/> 471,888
<hr/>		
NET OF REVENUES/APPROPRIATIONS - FUND 249		
BEGINNING FUND BALANCE		
ENDING FUND BALANCE		

DEPARTMENT	DESCRIPTION	2018 RECOMMENDED BUDGET
<hr/>		
ESTIMATED REVENUES		
400	REVENUE CONTROL	33,000
TOTAL ESTIMATED REVENUES		<hr/> 33,000
APPROPRIATIONS		
215	CLERK/REGISTER	33,000
TOTAL APPROPRIATIONS		<hr/> 33,000
<hr/>		
NET OF REVENUES/APPROPRIATIONS - FUND 256		
BEGINNING FUND BALANCE		
ENDING FUND BALANCE		

DEPARTMENT	DESCRIPTION	2018 RECOMMENDED BUDGET
<hr/>		
ESTIMATED REVENUES		
400	REVENUE CONTROL	10,000
TOTAL ESTIMATED REVENUES		<hr/> 10,000
APPROPRIATIONS		
253	COUNTY TREASURER	10,000
TOTAL APPROPRIATIONS		<hr/> 10,000
<hr/>		
NET OF REVENUES/APPROPRIATIONS - FUND 258		
BEGINNING FUND BALANCE		
ENDING FUND BALANCE		

DEPARTMENT	DESCRIPTION	2018 RECOMMENDED BUDGET
<hr/>		
ESTIMATED REVENUES		
400	REVENUE CONTROL	27,100
TOTAL ESTIMATED REVENUES		<hr/> 27,100
APPROPRIATIONS		
351	CORRECTIONS/COMMUNICATIONS	27,100
TOTAL APPROPRIATIONS		<hr/> 27,100
<hr/>		
NET OF REVENUES/APPROPRIATIONS - FUND 260		
BEGINNING FUND BALANCE		
ENDING FUND BALANCE		

BUDGET REPORT FOR CHEBOYGAN COUNTY  
Fund: 262 SHERIFF SPECIAL PROJECTS FUND

DEPARTMENT	DESCRIPTION	2018 RECOMMENDED BUDGET
<hr/>		
ESTIMATED REVENUES		
400	REVENUE CONTROL	1,000
TOTAL ESTIMATED REVENUES		<hr/> 1,000
APPROPRIATIONS		
339	PROJECT LIFE SAVER	1,000
TOTAL APPROPRIATIONS		<hr/> 1,000
<hr/>		
NET OF REVENUES/APPROPRIATIONS - FUND 262		
BEGINNING FUND BALANCE		
ENDING FUND BALANCE		

DEPARTMENT	DESCRIPTION	2018 RECOMMENDED BUDGET
<hr/>		
ESTIMATED REVENUES		
400	REVENUE CONTROL	13,015
TOTAL ESTIMATED REVENUES		<hr/> 13,015
APPROPRIATIONS		
215	CLERK/REGISTER	13,015
TOTAL APPROPRIATIONS		<hr/> 13,015
<hr/>		
NET OF REVENUES/APPROPRIATIONS - FUND 263		
BEGINNING FUND BALANCE		
ENDING FUND BALANCE		

BUDGET REPORT FOR CHEBOYGAN COUNTY  
Fund: 264 LOCAL CORR OFFICER TRAIN FUND

DEPARTMENT	DESCRIPTION	2018 RECOMMENDED BUDGET
<hr/>		
ESTIMATED REVENUES		
400	REVENUE CONTROL	8,000
TOTAL ESTIMATED REVENUES		<hr/> 8,000
APPROPRIATIONS		
351	CORRECTIONS/COMMUNICATIONS	8,000
TOTAL APPROPRIATIONS		<hr/> 8,000
<hr/>		
NET OF REVENUES/APPROPRIATIONS - FUND 264		
BEGINNING FUND BALANCE		
ENDING FUND BALANCE		

DEPARTMENT	DESCRIPTION	2018 RECOMMENDED BUDGET
<hr/>		
ESTIMATED REVENUES		
400	REVENUE CONTROL	500
TOTAL ESTIMATED REVENUES		<hr/> 500
APPROPRIATIONS		
301	SHERIFF	500
TOTAL APPROPRIATIONS		<hr/> 500
<hr/>		
NET OF REVENUES/APPROPRIATIONS - FUND 266		
BEGINNING FUND BALANCE		
ENDING FUND BALANCE		

BUDGET REPORT FOR CHEBOYGAN COUNTY  
Fund: 267 DRUG COURT - ADULT - CIRCUIT

DEPARTMENT	DESCRIPTION	2018 RECOMMENDED BUDGET
<hr/>		
ESTIMATED REVENUES		
400	REVENUE CONTROL	117,500
TOTAL ESTIMATED REVENUES		<hr/> 117,500
APPROPRIATIONS		
131	CIRCUIT COURT	22,500
134	MICHIGAN DRUG COURT GRANT PROGRAM	5,000
165	BYRNE GRANT	90,000
TOTAL APPROPRIATIONS		<hr/> 117,500
<hr/>		
NET OF REVENUES/APPROPRIATIONS - FUND 267		
BEGINNING FUND BALANCE		
ENDING FUND BALANCE		

BUDGET REPORT FOR CHEBOYGAN COUNTY  
Fund: 268 SOBRIETY COURT

DEPARTMENT	DESCRIPTION	2018 RECOMMENDED BUDGET
<hr/>		
ESTIMATED REVENUES		
400	REVENUE CONTROL	9,200
TOTAL ESTIMATED REVENUES		<hr/> 9,200
APPROPRIATIONS		
136	DISTRICT COURT	9,200
TOTAL APPROPRIATIONS		<hr/> 9,200
<hr/>		
NET OF REVENUES/APPROPRIATIONS - FUND 268		
BEGINNING FUND BALANCE		
ENDING FUND BALANCE		

BUDGET REPORT FOR CHEBOYGAN COUNTY  
Fund: 269 COUNTY LAW LIBRARY

DEPARTMENT	DESCRIPTION	2018 RECOMMENDED BUDGET
<hr/>		
ESTIMATED REVENUES		
400	REVENUE CONTROL	13,200
TOTAL ESTIMATED REVENUES		<hr/> 13,200
APPROPRIATIONS		
143	LAW LIBRARY	13,200
TOTAL APPROPRIATIONS		<hr/> 13,200
<hr/>		
NET OF REVENUES/APPROPRIATIONS - FUND 269		
BEGINNING FUND BALANCE		
ENDING FUND BALANCE		

DEPARTMENT	DESCRIPTION	2018 RECOMMENDED BUDGET
<hr/>		
ESTIMATED REVENUES		
400	REVENUE CONTROL	3,000
TOTAL ESTIMATED REVENUES		<hr/> 3,000
APPROPRIATIONS		
682	VETERANS	3,000
TOTAL APPROPRIATIONS		<hr/> 3,000
<hr/>		
NET OF REVENUES/APPROPRIATIONS - FUND 270		
BEGINNING FUND BALANCE		
ENDING FUND BALANCE		

DEPARTMENT	DESCRIPTION	2018 RECOMMENDED BUDGET
<hr/>		
ESTIMATED REVENUES		
400	REVENUE CONTROL	200
TOTAL ESTIMATED REVENUES		<hr/> 200
APPROPRIATIONS		
302	ORV ENFORCEMENT	200
TOTAL APPROPRIATIONS		<hr/> 200
<hr/>		
NET OF REVENUES/APPROPRIATIONS - FUND 273		
BEGINNING FUND BALANCE		
ENDING FUND BALANCE		

BUDGET REPORT FOR CHEBOYGAN COUNTY  
Fund: 276 SAYPA PROGRAM

DEPARTMENT	DESCRIPTION	2018 RECOMMENDED BUDGET
<hr/>		
ESTIMATED REVENUES		
400	REVENUE CONTROL	183,714
TOTAL ESTIMATED REVENUES		<hr/> 183,714
APPROPRIATIONS		
156	SAYPA CC	123,714
165	BYRNE GRANT	60,000
TOTAL APPROPRIATIONS		<hr/> 183,714
<hr/>		
NET OF REVENUES/APPROPRIATIONS - FUND 276		
BEGINNING FUND BALANCE		
ENDING FUND BALANCE		

DEPARTMENT	DESCRIPTION	2018 RECOMMENDED BUDGET
<hr/>		
ESTIMATED REVENUES		
400	REVENUE CONTROL	690,533
TOTAL ESTIMATED REVENUES		<hr/> 690,533
APPROPRIATIONS		
253	COUNTY TREASURER	690,533
TOTAL APPROPRIATIONS		<hr/> 690,533
<hr/>		
NET OF REVENUES/APPROPRIATIONS - FUND 277		
BEGINNING FUND BALANCE		
ENDING FUND BALANCE		

DEPARTMENT	DESCRIPTION	2018 RECOMMENDED BUDGET
<hr/>		
ESTIMATED REVENUES		
400	REVENUE CONTROL	35,700
TOTAL ESTIMATED REVENUES		<hr/> 35,700
APPROPRIATIONS		
822	HUD COMMISSION	35,700
TOTAL APPROPRIATIONS		<hr/> 35,700
<hr/>		
NET OF REVENUES/APPROPRIATIONS - FUND 281		
BEGINNING FUND BALANCE		
ENDING FUND BALANCE		

BUDGET REPORT FOR CHEBOYGAN COUNTY  
Fund: 283 CHEBOYGAN COUNTY HOUSING GRANT

DEPARTMENT	DESCRIPTION	2018 RECOMMENDED BUDGET
<hr/>		
ESTIMATED REVENUES		
400	REVENUE CONTROL	160,425
TOTAL ESTIMATED REVENUES		<hr/> 160,425
APPROPRIATIONS		
723	HOUSING GRANT (CDBG) - PROGRAM INC	96,425
724	HOUSING GRANT (HPG) - PROGRAM INCC	64,000
TOTAL APPROPRIATIONS		<hr/> 160,425
<hr/>		
NET OF REVENUES/APPROPRIATIONS - FUND 283		
BEGINNING FUND BALANCE		
ENDING FUND BALANCE		

DEPARTMENT	DESCRIPTION	2018 RECOMMENDED BUDGET
<hr/>		
ESTIMATED REVENUES		
400	REVENUE CONTROL	7,400
TOTAL ESTIMATED REVENUES		<hr/> 7,400
APPROPRIATIONS		
670	SOCIAL SERVICES	7,400
TOTAL APPROPRIATIONS		<hr/> 7,400
<hr/>		
NET OF REVENUES/APPROPRIATIONS - FUND 289		
BEGINNING FUND BALANCE		
ENDING FUND BALANCE		

DEPARTMENT	DESCRIPTION	2018 RECOMMENDED BUDGET
<hr/>		
ESTIMATED REVENUES		
400	REVENUE CONTROL	1,160,681
TOTAL ESTIMATED REVENUES		<hr/> 1,160,681
APPROPRIATIONS		
148	PROBATE COURT	110,600
150	INTENSIVE PROBATION	282,443
151	COUNTY BASIC GRANT	15,000
161	SAYPA	209,848
162	INTENSIVE PROBATION 2	2,190
661	CHILD CARE - STATE	320,000
670	SOCIAL SERVICES	220,600
TOTAL APPROPRIATIONS		<hr/> 1,160,681
<hr/>		
NET OF REVENUES/APPROPRIATIONS - FUND 292		
BEGINNING FUND BALANCE		
ENDING FUND BALANCE		

BUDGET REPORT FOR CHEBOYGAN COUNTY  
Fund: 293 SOLDIERS RELIEF

DEPARTMENT	DESCRIPTION	2018 RECOMMENDED BUDGET
<hr/>		
ESTIMATED REVENUES		
400	REVENUE CONTROL	5,220
TOTAL ESTIMATED REVENUES		<hr/> 5,220
APPROPRIATIONS		
689	SOLDIERS RELIEF COMMISSION	5,220
TOTAL APPROPRIATIONS		<hr/> 5,220
<hr/>		
NET OF REVENUES/APPROPRIATIONS - FUND 293		
BEGINNING FUND BALANCE		
ENDING FUND BALANCE		

DEPARTMENT	DESCRIPTION	2018 RECOMMENDED BUDGET
<hr/>		
ESTIMATED REVENUES		
400	REVENUE CONTROL	25,000
TOTAL ESTIMATED REVENUES		<hr/> 25,000
APPROPRIATIONS		
253	COUNTY TREASURER	25,000
TOTAL APPROPRIATIONS		<hr/> 25,000
<hr/>		
NET OF REVENUES/APPROPRIATIONS - FUND 297		
BEGINNING FUND BALANCE		
ENDING FUND BALANCE		

DEPARTMENT	DESCRIPTION	2018 RECOMMENDED BUDGET
<hr/>		
ESTIMATED REVENUES		
400	REVENUE CONTROL	1,500
TOTAL ESTIMATED REVENUES		<hr/> 1,500
APPROPRIATIONS		
700	CASH CONTROL	1,500
TOTAL APPROPRIATIONS		<hr/> 1,500
<hr/>		
NET OF REVENUES/APPROPRIATIONS - FUND 299		
BEGINNING FUND BALANCE		
ENDING FUND BALANCE		

DEPARTMENT	DESCRIPTION	2018 RECOMMENDED BUDGET
<hr/>		
ESTIMATED REVENUES		
400	REVENUE CONTROL	207,504
TOTAL ESTIMATED REVENUES		<hr/> 207,504
APPROPRIATIONS		
253	COUNTY TREASURER	207,504
TOTAL APPROPRIATIONS		<hr/> 207,504
<hr/>		
NET OF REVENUES/APPROPRIATIONS - FUND 351		
BEGINNING FUND BALANCE		
ENDING FUND BALANCE		

BUDGET REPORT FOR CHEBOYGAN COUNTY  
Fund: 352 CTY ROAD CONST PROJECT DEBT SERVICE

DEPARTMENT	DESCRIPTION	2018 RECOMMENDED BUDGET
<hr/>		
ESTIMATED REVENUES		
400	REVENUE CONTROL	191,653
TOTAL ESTIMATED REVENUES		<hr/> 191,653
APPROPRIATIONS		
253	COUNTY TREASURER	191,653
TOTAL APPROPRIATIONS		<hr/> 191,653
<hr/>		
NET OF REVENUES/APPROPRIATIONS - FUND 352		
BEGINNING FUND BALANCE		
ENDING FUND BALANCE		

DEPARTMENT	DESCRIPTION	2018 RECOMMENDED BUDGET
<hr/>		
ESTIMATED REVENUES		
400	REVENUE CONTROL	2,535,000
TOTAL ESTIMATED REVENUES		<hr/> 2,535,000
APPROPRIATIONS		
136	DISTRICT COURT	2,535,000
TOTAL APPROPRIATIONS		<hr/> 2,535,000
<hr/>		
NET OF REVENUES/APPROPRIATIONS - FUND 401		
BEGINNING FUND BALANCE		
ENDING FUND BALANCE		

BUDGET REPORT FOR CHEBOYGAN COUNTY  
Fund: 418 D.H.S. BUILDING FUND

DEPARTMENT	DESCRIPTION	2018 RECOMMENDED BUDGET
<hr/>		
ESTIMATED REVENUES		
400	REVENUE CONTROL	18,800
TOTAL ESTIMATED REVENUES		<hr/> 18,800
APPROPRIATIONS		
253	COUNTY TREASURER	18,800
TOTAL APPROPRIATIONS		<hr/> 18,800
<hr/>		
NET OF REVENUES/APPROPRIATIONS - FUND 418		
BEGINNING FUND BALANCE		
ENDING FUND BALANCE		

BUDGET REPORT FOR CHEBOYGAN COUNTY  
Fund: 422 DORIS REID BUILDING CAPITAL PROJECT FUND

DEPARTMENT	DESCRIPTION	2018 RECOMMENDED BUDGET
<hr/>		
ESTIMATED REVENUES		
400	REVENUE CONTROL	240,000
TOTAL ESTIMATED REVENUES		<hr/> 240,000
APPROPRIATIONS		
267	BUILDING REPAIRS & MAINTENANCE	240,000
TOTAL APPROPRIATIONS		<hr/> 240,000
<hr/>		
NET OF REVENUES/APPROPRIATIONS - FUND 422		
BEGINNING FUND BALANCE		
ENDING FUND BALANCE		

BUDGET REPORT FOR CHEBOYGAN COUNTY  
Fund: 430 ANIMAL CONTROL CAPTIAL PROJECT FUND

DEPARTMENT	DESCRIPTION	2018 RECOMMENDED BUDGET
<hr/>		
ESTIMATED REVENUES		
400	REVENUE CONTROL	220,000
TOTAL ESTIMATED REVENUES		<hr/> 220,000
APPROPRIATIONS		
430	ANIMAL SHELTER/DOG WARDEN	220,000
TOTAL APPROPRIATIONS		<hr/> 220,000
<hr/>		
NET OF REVENUES/APPROPRIATIONS - FUND 430		
BEGINNING FUND BALANCE		
ENDING FUND BALANCE		

BUDGET REPORT FOR CHEBOYGAN COUNTY  
Fund: 450 CCE 911 DEVELOPMENT & CAPITAL FUND

DEPARTMENT	DESCRIPTION	2018 RECOMMENDED BUDGET
<hr/>		
ESTIMATED REVENUES		
400	REVENUE CONTROL	50,733
TOTAL ESTIMATED REVENUES		<hr/> 50,733
APPROPRIATIONS		
253	COUNTY TREASURER	50,733
TOTAL APPROPRIATIONS		<hr/> 50,733
<hr/>		
NET OF REVENUES/APPROPRIATIONS - FUND 450		
BEGINNING FUND BALANCE		
ENDING FUND BALANCE		

BUDGET REPORT FOR CHEBOYGAN COUNTY  
Fund: 509 COUNTY MARINA

DEPARTMENT	DESCRIPTION	2018 RECOMMENDED BUDGET
<hr/>		
ESTIMATED REVENUES		
400	REVENUE CONTROL	1,247,745
TOTAL ESTIMATED REVENUES		<hr/> 1,247,745
APPROPRIATIONS		
752	COUNTY MARINA	1,247,745
TOTAL APPROPRIATIONS		<hr/> 1,247,745
<hr/>		
NET OF REVENUES/APPROPRIATIONS - FUND 509		
BEGINNING FUND BALANCE		
ENDING FUND BALANCE		

BUDGET REPORT FOR CHEBOYGAN COUNTY  
Fund: 516 100% TAX PAYMENT FUND

DEPARTMENT	DESCRIPTION	2018 RECOMMENDED BUDGET
<hr/>		
ESTIMATED REVENUES		
400	REVENUE CONTROL	3,292,275
TOTAL ESTIMATED REVENUES		<hr/> 3,292,275
APPROPRIATIONS		
902	APPRO/TRANSFERS TO OTHER FUNDS	3,292,275
TOTAL APPROPRIATIONS		<hr/> 3,292,275
<hr/>		
NET OF REVENUES/APPROPRIATIONS - FUND 516		
BEGINNING FUND BALANCE		
ENDING FUND BALANCE		

BUDGET REPORT FOR CHEBOYGAN COUNTY  
Fund: 517 TAX FORCLOSURE FUND

DEPARTMENT	DESCRIPTION	2018 RECOMMENDED BUDGET
<hr/>		
ESTIMATED REVENUES		
400	REVENUE CONTROL	404,944
TOTAL ESTIMATED REVENUES		<hr/> 404,944
APPROPRIATIONS		
253	COUNTY TREASURER	404,944
TOTAL APPROPRIATIONS		<hr/> 404,944
<hr/>		
NET OF REVENUES/APPROPRIATIONS - FUND 517		
BEGINNING FUND BALANCE		
ENDING FUND BALANCE		

DEPARTMENT	DESCRIPTION	2018 RECOMMENDED BUDGET
<hr/>		
ESTIMATED REVENUES		
400	REVENUE CONTROL	195,306
TOTAL ESTIMATED REVENUES		<hr/> 195,306
APPROPRIATIONS		
556	GENERAL FAIR EXPENDITURES	195,306
TOTAL APPROPRIATIONS		<hr/> 195,306
<hr/>		
NET OF REVENUES/APPROPRIATIONS - FUND 561		
BEGINNING FUND BALANCE		
ENDING FUND BALANCE		

DEPARTMENT	DESCRIPTION	2018 RECOMMENDED BUDGET
<hr/>		
ESTIMATED REVENUES		
400	REVENUE CONTROL	1,647,705
TOTAL ESTIMATED REVENUES		<hr/> 1,647,705
APPROPRIATIONS		
599	PUBLIC TRANSPORTATION	1,647,705
TOTAL APPROPRIATIONS		<hr/> 1,647,705
<hr/>		
NET OF REVENUES/APPROPRIATIONS - FUND 588		
BEGINNING FUND BALANCE		
ENDING FUND BALANCE		

BUDGET REPORT FOR CHEBOYGAN COUNTY  
Fund: 595 JAIL COMMISSARY FUND

DEPARTMENT	DESCRIPTION	2018 RECOMMENDED BUDGET
<hr/>		
ESTIMATED REVENUES		
400	REVENUE CONTROL	135,000
TOTAL ESTIMATED REVENUES		<hr/> 135,000
APPROPRIATIONS		
351	CORRECTIONS/COMMUNICATIONS	135,000
TOTAL APPROPRIATIONS		<hr/> 135,000
<hr/>		
NET OF REVENUES/APPROPRIATIONS - FUND 595		
BEGINNING FUND BALANCE		
ENDING FUND BALANCE		

BUDGET REPORT FOR CHEBOYGAN COUNTY  
Fund: 802 REVOLVING DRAIN FUND

DEPARTMENT	DESCRIPTION	2018 RECOMMENDED BUDGET
<hr/>		
ESTIMATED REVENUES		
400	REVENUE CONTROL	100
TOTAL ESTIMATED REVENUES		<hr/> 100
APPROPRIATIONS		
275	DRAIN COMMISSIONER	100
TOTAL APPROPRIATIONS		<hr/> 100
<hr/>		
NET OF REVENUES/APPROPRIATIONS - FUND 802		
BEGINNING FUND BALANCE		
ENDING FUND BALANCE		
ESTIMATED REVENUES - ALL FUNDS		38,101,841
APPROPRIATIONS - ALL FUNDS		38,101,841
NET OF REVENUES/APPROPRIATIONS - ALL FUNDS		
BEGINNING FUND BALANCE - ALL FUNDS		
ENDING FUND BALANCE - ALL FUNDS		

## **LINE ITEM DETAIL BUDGET**

Note: The salaries or wages and the fringe benefits for individual county officials and employees that are contained in the personal services cost category (including line items 700.00 to 725.99) within each department's budget shall be established in the 2018 Salary and Wage Resolutions, collective bargaining agreements and/or other policies adopted or approved by the Cheboygan County Board of Commissioners and cannot be altered without the prior approval of the Cheboygan County Board of Commissioners.

BUDGET REPORT FOR CHEBOYGAN COUNTY  
Fund: 101 GENERAL COUNTY

2018  
RECOMMENDED  
BUDGET

GL NUMBER	DESCRIPTION	
ESTIMATED REVENUES		
Dept 400-REVENUE CONTROL		
101-400-401.00	CURRENT TAX	8,011,930
101-400-401.03	CURRENT TAX INTEREST	38,500
101-400-404.00	CONVENTION & TOURISM TAX	70,399
101-400-417.00	UNPAID PERSONAL PROPERTY TAX	3,873
101-400-424.00	COMMERCIAL FOREST RESERVEE	165
101-400-425.00	SWAMP TAX REFUND	339,354
101-400-452.00	LICENSES & PERMITS-BUSINESS	1,100
101-400-476.00	SOIL SEDIMENTATION	12,000
101-400-478.00	DOG LICENSES	1,300
101-400-478.01	CO MARRIAGE LIC FEE	1,600
101-400-479.01	ZONING PERMITS	27,000
101-400-501.03	ENFORCEMENT ZONE GRANT	11,477
101-400-507.00	CO-OP REIMB-PROS ATTY/ADC	55,699
101-400-507.01	PROS ATTY VICTIMS RIGHTS	53,701
101-400-507.02	WELFARE FRAUD	500
101-400-510.00	STONEGARDEN GRANT	40,276
101-400-532.00	CONSTRUCTION CODE ADMIN	46,729
101-400-533.00	HOUSING ADMIN	27,714
101-400-540.00	COURT EQUITY FUND	121,477
101-400-541.00	PROBATE JUDGES' SALARY	99,834
101-400-541.01	PROBATE STAND/PAYMT	45,724
101-400-541.02	CIRCUIT STAND/PAYMT	45,724
101-400-541.03	DISTRICT STAND/PAYMT	36,579
101-400-542.00	ORV ENFORCEMENT GRANT	18,200
101-400-543.00	SECONDARY RD PATROL/GRANT	46,729
101-400-544.00	MARINE SAFETY PROGRAM	49,700
101-400-544.01	SNO-MOBILE SAFETY/PROGRAM	7,800
101-400-545.01	CASEFLOW ASSIST GRANT/DIST	10,000
101-400-560.00	COUNTY JUVENILE OFFICER GRANT - OF	27,317
101-400-574.00	STATE REVENUE SHARING	462,591
101-400-574.01	REVENUE SHARING - COUNTY INCENTIVE	112,847
101-400-575.00	TWP LIQUOR LICENSE	770
101-400-581.00	REV FROM OTHER COUNTIES	55,189

BUDGET REPORT FOR CHEBOYGAN COUNTY  
Fund: 101 GENERAL COUNTY

2018  
RECOMMENDED  
BUDGET

GL NUMBER	DESCRIPTION	
ESTIMATED REVENUES		
Dept 400-REVENUE CONTROL		
101-400-601.00	CIR CRT COSTS	50,000
101-400-601.01	ATTY FEE REIMB/CIRCUIT	31,000
101-400-601.10	CIR CT GARNISHMENT	550
101-400-603.00	DISTRICT CRT COSTS	390,000
101-400-603.01	PROBATE CRT COSTS	1,000
101-400-607.02	CTY GENERAL FILING FEE	5,250
101-400-607.04	CHARGE FOR SERVICE	116,561
101-400-608.01	MOTION FEE COUNTY	3,000
101-400-608.02	COUNTY APPEAL FEE	200
101-400-610.00	JURY FEE CIR CT	1,600
101-400-612.01	GIS	1,800
101-400-613.00	DIST CRT/CIVIL FEES	45,000
101-400-613.10	COUNTY REMONUMENTATION	300
101-400-614.00	VIOLATION CLEARANCE RECORD	3,000
101-400-615.00	DIST CRT/BOND COSTS & FEES	7,000
101-400-617.01	CERTIFIED FEES	1,400
101-400-617.02	MARRIAGE CEREMONIES	100
101-400-617.06	WILLS/SAFE KEEPING	200
101-400-617.07	INVENTORY FEE	6,500
101-400-617.08	PROBATE CRT/DEPOSIT BOXES	20
101-400-617.10	PROBATE CRT-MOT/PET/ACCT/OB	1,400
101-400-618.00	CO TREAS-CURRENT SERVICES	3,700
101-400-618.02	REGISTER OF DEEDS TAX CERTIFICATI	4,500
101-400-619.00	CO CLERK/CURRENT SERVICES	21,000
101-400-619.01	PASSPORT FEES	1,600
101-400-619.02	CREMATION FEE	1,000
101-400-619.04	CRIME VICTIM ADMIN FEES	1,700
101-400-619.06	NOTARY FEES	275
101-400-620.00	REGISTER OF DEEDS FEES	250,000
101-400-622.00	C.C.F. COLLECTION FEE	2,400
101-400-622.01	25% ATTY FEES REIMB	500
101-400-622.02	ATTY FEE REIMB/PROBATE	1,200
101-400-625.01	SEX OFFENDER REGISTRATION	3,500

BUDGET REPORT FOR CHEBOYGAN COUNTY  
Fund: 101 GENERAL COUNTY

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2018  
RECOMMENDED  
BUDGET

GL NUMBER	DESCRIPTION	
ESTIMATED REVENUES		
Dept 400-REVENUE CONTROL		
101-400-625.25	DNA COLLECTION - SHERIFF	200
101-400-625.36	DNA COLLECTION - DISTRICT COURT	100
101-400-628.02	BOAT LIVERY INSPECTIONS	50
101-400-628.03	PRISONER BOARD	45,000
101-400-628.04	PRISONER MEDICAL	3,500
101-400-628.05	ACCIDENT REPORT FEES	700
101-400-628.07	DOC/TRANSPORT REIMB	2,500
101-400-628.08	WORK RELEASE	30,000
101-400-628.09	PRISONER BOARD-OUT COUNTY	1,050
101-400-628.10	DIVERTED FELONS-LOC REIMBURSE	20,000
101-400-628.12	PRISONER TRANSPORT REIMBURSE	1,000
101-400-628.13	MEDICAL REIMBURSE-OUT COUNTY	50
101-400-628.14	FINDERS FEE SS JAIL	8,000
101-400-628.16	PRE-EMPLOYMENT FINGERPRINTS	200
101-400-628.17	CCW FINGERPRINT FEE	5,000
101-400-628.18	DRUNK DRIVERS ASSESSMENT	3,500
101-400-630.00	OTHER REVENUE	25
101-400-630.03	SALE BOOK	200
101-400-633.00	TAX RECORDS SEARCH FEE	1,200
101-400-651.10	REGISTER OF DEEDS - ONLINE SERVICE	15,000
101-400-656.00	BOND FORFEITURES	1,000
101-400-656.01	ORDINANCE FINES & COSTS	15,000
101-400-665.00	INTEREST EARNED	15,600
101-400-665.01	T & A INTEREST	1,700
101-400-668.00	RENTS	58,000
101-400-675.06	DONATION - CANINE UNIT	10,000
101-400-676.00	CONT FROM OTHER FUNDS	23,652
101-400-676.14	CIR CRT JURY REIMBURSEMENT	4,300
101-400-678.00	INSURANCE & BOND REIMBURSEMENTS	5,780
101-400-681.00	ELECTION REFUNDS	200
101-400-682.00	DATA PROCESSING FEES	18,500
101-400-682.01	PA BLOOD TEST REIMB	250
101-400-683.00	RETURNED CHECK FEES	200

BUDGET REPORT FOR CHEBOYGAN COUNTY  
Fund: 101 GENERAL COUNTY

GL NUMBER	DESCRIPTION	2018 RECOMMENDED BUDGET
ESTIMATED REVENUES		
Dept 400-REVENUE CONTROL		
101-400-686.00	P/A LEGAL/ABUSED & NEG CHLD	48,000
101-400-687.00	WAGE REIMBURSEMENT	6,200
101-400-687.06	SHERIFF WAGE REIMB/INTERNAL TRANSI	11,918
101-400-688.00	REFUNDS - GENERAL	1,300
101-400-688.06	SHERIFF WAGE REIMB	1,200
101-400-688.08	INMATE TELEPHONE	10,800
101-400-688.09	NON-REIMBURSABLE/REIMB	1,000
101-400-688.11	M.A.P.S.	10,021
101-400-688.15	SHERIFF PBT'S	500
101-400-688.17	POSTAGE REIMBURSEMENTS	50
101-400-688.19	SHERIFF DRUG SCREENS	500
101-400-690.00	INS & SURETY PREMIUM REFUND	50,000
101-400-699.00	FUND EQUITY	681,056
101-400-699.99	TRANSFER IN	3,790,397
Totals for dept 400-REVENUE CONTROL		15,745,453

BUDGET REPORT FOR CHEBOYGAN COUNTY  
Fund: 101 GENERAL COUNTY

GL NUMBER	DESCRIPTION	2018 RECOMMENDED BUDGET
ESTIMATED REVENUES		
TOTAL ESTIMATED REVENUES		15,745,453
APPROPRIATIONS		
Dept 101-COMMISSIONERS		
101-101-703.23	CHAIRMAN	5,250
101-101-703.24	COMMISSIONERS SALARIES	28,500
101-101-706.00	PER DIEM	33,760
101-101-712.00	FRINGE	60,810
101-101-727.00	OFFICE SUPPLIES	50
101-101-744.00	OTHER SUPPLIES	150
101-101-810.00	CONTRACTUAL SERVICES	3,200
101-101-827.00	MEMBERSHIP & SUBSCRIPTIONS	1,000
101-101-863.10	TRAVEL/LODGING/MEALS ETC	12,000
101-101-957.00	EMPLOYEE TRAINING	1,200
Totals for dept 101-COMMISSIONERS		145,920

BUDGET REPORT FOR CHEBOYGAN COUNTY  
Fund: 101 GENERAL COUNTY

GL NUMBER	DESCRIPTION	2018 RECOMMENDED BUDGET
APPROPRIATIONS		
Dept 131-CIRCUIT COURT		
101-131-703.05	JUDGE STANDARD PAYMENT	40,424
101-131-703.11	COUNTY SUPPLEMENT JUDGES SAL	5,300
101-131-712.00	FRINGE	85,912
101-131-718.00	FULL TIME	123,248
101-131-727.00	OFFICE SUPPLIES	2,000
101-131-804.00	TRANSCRIPTS	3,500
101-131-805.00	JURY FEES	20,000
101-131-806.00	WITNESS FEES	600
101-131-809.00	STATE APPELLATE FEES	8,400
101-131-810.00	CONTRACTUAL SERVICES	500
101-131-810.51	INTERPRETER	200
101-131-825.00	LEGAL-CRT APPOINTED ATTYS	24,000
101-131-825.01	VISITING JUDGES	500
101-131-827.00	MEMBERSHIP & SUBSCRIPTIONS	2,650
101-131-852.00	TELEPHONE	500
101-131-863.10	TRAVEL/LODGING/MEALS ETC	500
101-131-957.00	EMPLOYEE TRAINING	200
101-131-975.22	MAINT/EQUIP/MISC	4,500
101-131-977.00	OFFICE EQUIP & FURNITURE	1,000
101-131-977.74	COMPUTER-HARD/SOFT/MAINT	7,300
Totals for dept 131-CIRCUIT COURT		331,234

BUDGET REPORT FOR CHEBOYGAN COUNTY  
Fund: 101 GENERAL COUNTY

GL NUMBER	DESCRIPTION	2018 RECOMMENDED BUDGET
APPROPRIATIONS		
Dept 136-DISTRICT COURT		
101-136-703.05	JUDGE STANDARD PAYMENT	40,039
101-136-703.11	COUNTY SUPPLEMENT JUDGES SAL	5,685
101-136-712.00	FRINGE	215,607
101-136-718.00	FULL TIME	321,314
101-136-719.00	PART TIME	4,805
101-136-724.00	ON CALL/REIMBURSEMENT	11,904
101-136-727.00	OFFICE SUPPLIES	5,000
101-136-746.00	UNIFORMS	50
101-136-804.00	TRANSCRIPTS	1,500
101-136-805.00	JURY FEES	2,500
101-136-810.00	CONTRACTUAL SERVICES	760
101-136-825.00	LEGAL-CRT APPOINTED ATTYS	1,500
101-136-825.01	VISITING JUDGES	200
101-136-827.00	MEMBERSHIP & SUBSCRIPTIONS	2,000
101-136-852.00	TELEPHONE	1,500
101-136-853.00	CELL PHONE	1,620
101-136-863.10	TRAVEL/LODGING/MEALS ETC	1,000
101-136-957.00	EMPLOYEE TRAINING	500
101-136-959.08	CASEFLOW ASSISTANT GRANT	10,000
101-136-960.03	TETHER/DRUG TESTING FEES	1,000
101-136-963.65	FEES	400
101-136-977.00	OFFICE EQUIP & FURNITURE	500
101-136-977.11	COMPUTER-HARD/SOFT/MAINT	6,850
Totals for dept 136-DISTRICT COURT		636,234

BUDGET REPORT FOR CHEBOYGAN COUNTY  
Fund: 101 GENERAL COUNTY

GL NUMBER	DESCRIPTION	2018 RECOMMENDED BUDGET
APPROPRIATIONS		
Dept 139-VICTIM'S RIGHTS		
101-139-712.00	FRINGE	28,660
101-139-718.00	FULL TIME	37,602
101-139-727.00	OFFICE SUPPLIES	840
101-139-730.00	POSTAGE	652
101-139-863.10	TRAVEL/LODGING/MEALS ETC	343
101-139-977.00	OFFICE EQUIP & FURNITURE	300
Totals for dept 139-VICTIM'S RIGHTS		68,397

BUDGET REPORT FOR CHEBOYGAN COUNTY  
Fund: 101 GENERAL COUNTY

GL NUMBER	DESCRIPTION	2018 RECOMMENDED BUDGET
APPROPRIATIONS		
Dept 145-JURY BOARD		
101-145-706.00	PER DIEM	8,560
101-145-727.00	OFFICE SUPPLIES	950
101-145-863.10	TRAVEL/LODGING/MEALS ETC	1,000
101-145-937.06	COPY MAINTENANCE AGREEMENTS	300
Totals for dept 145-JURY BOARD		<hr/> 10,810

BUDGET REPORT FOR CHEBOYGAN COUNTY  
Fund: 101 GENERAL COUNTY

2018  
RECOMMENDED  
BUDGET

GL NUMBER	DESCRIPTION	
APPROPRIATIONS		
Dept 148-PROBATE COURT		
101-148-703.05	JUDGE STANDARD PAYMENT	42,918
101-148-703.13	STATE REIMBURSEMENT	93,844
101-148-703.14	CO STATUTORY SUPPLEMENT	6,000
101-148-703.15	CO ADDITIONAL SUPPLEMENT	2,806
101-148-712.00	FRINGE	130,265
101-148-718.00	FULL TIME	187,197
101-148-727.00	OFFICE SUPPLIES	4,400
101-148-748.00	LIBRARY, PERIODICALS & FIL	2,200
101-148-802.01	HEALTH SERVICES	300
101-148-802.02	GUARDIANSHIP REVIEW	3,220
101-148-804.00	TRANSCRIPTS	1,400
101-148-805.00	JURY FEES	900
101-148-806.00	WITNESS FEES	450
101-148-810.00	CONTRACTUAL SERVICES	14,000
101-148-825.00	LEGAL-CRT APPOINTED ATTYS	24,000
101-148-825.01	VISITING JUDGES	100
101-148-825.05	ATTORNEY CONTRACTS	82,500
101-148-827.00	MEMBERSHIP & SUBSCRIPTIONS	1,400
101-148-852.00	TELEPHONE	1,700
101-148-863.10	TRAVEL/LODGING/MEALS ETC	5,000
101-148-900.00	ADVERTISING	500
101-148-957.00	EMPLOYEE TRAINING	800
101-148-977.00	OFFICE EQUIP & FURNITURE	1,000
101-148-977.68	COMPUTER-HARD/SOFT/MAINT	11,600
Totals for dept 148-PROBATE COURT		618,500

BUDGET REPORT FOR CHEBOYGAN COUNTY  
Fund: 101 GENERAL COUNTY

GL NUMBER	DESCRIPTION	2018 RECOMMENDED BUDGET
APPROPRIATIONS		
Dept 191-ELECTIONS		
101-191-706.00	PER DIEM	4,800
101-191-712.00	FRINGE	288
101-191-724.00	ON CALL/REIMBURSEMENT	1,072
101-191-727.00	OFFICE SUPPLIES	19,000
101-191-730.00	POSTAGE	200
101-191-863.10	TRAVEL/LODGING/MEALS ETC	1,500
101-191-900.00	ADVERTISING	600
101-191-977.62	COMPUTER-HARD/SOFT/MAINT	1,400
Totals for dept 191-ELECTIONS		<hr/> 28,860

BUDGET REPORT FOR CHEBOYGAN COUNTY  
Fund: 101 GENERAL COUNTY

GL NUMBER	DESCRIPTION	2018 RECOMMENDED BUDGET
APPROPRIATIONS		
Dept 202-FINANCE	DEPARTMENT	
101-202-703.66	FINANCE DIRECTOR	89,274
101-202-712.00	FRINGE	89,964
101-202-718.00	FULL TIME	117,146
101-202-727.00	OFFICE SUPPLIES	2,500
101-202-810.00	CONTRACTUAL SERVICES	50
101-202-827.00	MEMBERSHIP & SUBSCRIPTIONS	1,200
101-202-852.00	TELEPHONE	550
101-202-853.00	CELL PHONE	540
101-202-863.10	TRAVEL/LODGING/MEALS ETC	1,150
101-202-957.00	EMPLOYEE TRAINING	2,400
101-202-977.00	OFFICE EQUIP & FURNITURE	500
101-202-977.68	COMPUTER-HARD/SOFT/MAINT	8,000
Totals for dept 202-FINANCE DEPARTMENT		313,274

BUDGET REPORT FOR CHEBOYGAN COUNTY  
Fund: 101 GENERAL COUNTY

GL NUMBER	DESCRIPTION	2018 RECOMMENDED BUDGET
APPROPRIATIONS		
Dept 212-ADMINISTRATIVE OFFICE		
101-212-703.50	COUNTY ADMINISTRATOR	104,811
101-212-712.00	FRINGE	75,765
101-212-718.00	FULL TIME	43,368
101-212-727.00	OFFICE SUPPLIES	1,000
101-212-827.00	MEMBERSHIP & SUBSCRIPTIONS	1,900
101-212-852.00	TELEPHONE	490
101-212-863.10	TRAVEL/LODGING/MEALS ETC	4,800
101-212-957.00	EMPLOYEE TRAINING	2,400
101-212-977.00	OFFICE EQUIP & FURNITURE	500
101-212-977.50	COMPUTER-HARD/SOFT/MAINT	150
Totals for dept 212-ADMINISTRATIVE OFFICE		235,184

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GL NUMBER	DESCRIPTION	2018 RECOMMENDED BUDGET
APPROPRIATIONS		
Dept 215-CLERK/REGISTER		
101-215-703.04	COUNTY CLERK	66,950
101-215-712.00	FRINGE	144,704
101-215-718.00	FULL TIME	201,225
101-215-727.00	OFFICE SUPPLIES	8,000
101-215-744.05	MICROFILM EXPENSES	1,900
101-215-827.00	MEMBERSHIP & SUBSCRIPTIONS	1,250
101-215-852.00	TELEPHONE	990
101-215-853.00	CELL PHONE	540
101-215-863.10	TRAVEL/LODGING/MEALS ETC	1,500
101-215-957.00	EMPLOYEE TRAINING	500
101-215-977.00	OFFICE EQUIP & FURNITURE	500
101-215-977.50	COMPUTER-HARD/SOFT/MAINT	22,000
Totals for dept 215-CLERK/REGISTER		<u>450,059</u>

BUDGET REPORT FOR CHEBOYGAN COUNTY  
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GL NUMBER	DESCRIPTION	2018 RECOMMENDED BUDGET
APPROPRIATIONS		
Dept 225-EQUALIZATION		
101-225-703.18	EQUALIZATION DIRECTOR	63,945
101-225-712.00	FRINGE	53,453
101-225-718.00	FULL TIME	77,675
101-225-727.00	OFFICE SUPPLIES	6,000
101-225-827.00	MEMBERSHIP & SUBSCRIPTIONS	700
101-225-852.00	TELEPHONE	430
101-225-863.10	TRAVEL/LODGING/MEALS ETC	3,000
101-225-937.00	OFFICE EQUIP/MAINT	1,200
101-225-957.00	EMPLOYEE TRAINING	3,000
101-225-977.00	OFFICE EQUIP & FURNITURE	400
101-225-977.81	COMPUTER-HARD/SOFT/MAINT	7,500
Totals for dept 225-EQUALIZATION		217,303

BUDGET REPORT FOR CHEBOYGAN COUNTY  
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GL NUMBER	DESCRIPTION	2018 RECOMMENDED BUDGET
APPROPRIATIONS		
Dept 228-INFORMATION SYSTEMS		
101-228-703.80	IS MANAGER	63,549
101-228-712.00	FRINGE	50,556
101-228-718.00	FULL TIME	46,364
101-228-727.00	OFFICE SUPPLIES	1,500
101-228-827.00	MEMBERSHIP & SUBSCRIPTIONS	100
101-228-852.00	TELEPHONE	250
101-228-853.00	CELL PHONE	13,500
101-228-863.10	TRAVEL/LODGING/MEALS ETC	500
101-228-937.06	COPY MAINTENANCE AGREEMENTS	18,000
101-228-950.00	EQUIPMENT	51,700
101-228-957.00	EMPLOYEE TRAINING	1,500
101-228-969.00	CONTINGENCY	5,000
101-228-977.00	OFFICE EQUIP & FURNITURE	200
101-228-977.03	SYSTEM REPLACEMENT/EQUIP	45,000
101-228-977.10	INTERNET WIRELESS ACCESS	5,000
101-228-977.68	COMPUTER-HARD/SOFT/MAINT	62,300
Totals for dept 228-INFORMATION SYSTEMS		365,019

BUDGET REPORT FOR CHEBOYGAN COUNTY  
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2018  
RECOMMENDED  
BUDGET

GL NUMBER	DESCRIPTION	
APPROPRIATIONS		
Dept 229-PROSECUTING ATTORNEY		
101-229-703.10	PROSECUTOR	101,665
101-229-712.00	FRINGE	178,486
101-229-718.00	FULL TIME	304,702
101-229-724.00	ON CALL/REIMBURSEMENT	536
101-229-727.00	OFFICE SUPPLIES	3,000
101-229-727.02	OPERATING EXPENSES	1,500
101-229-729.00	TRIAL RELATED EXPENSES	1,000
101-229-729.05	TRIAL RELATED EXPENSES - IVE	1,000
101-229-730.00	POSTAGE	1,350
101-229-802.01	HEALTH SERVICES	225
101-229-803.00	FILING FEES	1,000
101-229-804.00	TRANSCRIPTS	400
101-229-806.00	WITNESS FEES	4,000
101-229-806.05	WITNESS FEES - IVE	9,250
101-229-810.00	CONTRACTUAL SERVICES	6,300
101-229-810.01	CONSUL/IND PROVIDER	100
101-229-812.00	PRISONER EXTRADITIONS	2,000
101-229-825.00	LEGAL-CRT APPOINTED ATTYS-IVE	400
101-229-827.00	MEMBERSHIP & SUBSCRIPTIONS	3,000
101-229-852.00	TELEPHONE	1,880
101-229-853.00	CELL PHONE	1,080
101-229-863.01	TRAVEL EXPENSE C/S	700
101-229-863.05	TRAVEL/LODGING/MEALS ETC.- IVE	500
101-229-863.07	LODGING/MEALS/TRAINING C/S	700
101-229-863.10	TRAVEL/LODGING/MEALS ETC	1,000
101-229-957.00	EMPLOYEE TRAINING	750
101-229-959.11	D M G MAXIMUS	7,900
101-229-977.00	OFFICE EQUIP & FURNITURE	500
101-229-977.53	COMPUTER-HARD/SOFT/MAINT	5,000
Totals for dept 229-PROSECUTING ATTORNEY		639,924

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GL NUMBER	DESCRIPTION	2018 RECOMMENDED BUDGET
APPROPRIATIONS		
Dept 243-GIS		
101-243-712.00	FRINGE	25,750
101-243-718.00	FULL TIME	40,768
101-243-727.00	OFFICE SUPPLIES	600
101-243-827.00	MEMBERSHIP & SUBSCRIPTIONS	300
101-243-852.00	TELEPHONE	200
101-243-863.10	TRAVEL/LODGING/MEALS ETC	200
101-243-957.00	EMPLOYEE TRAINING	375
101-243-977.68	COMPUTER-HARD/SOFT/MAINT	2,800
Totals for dept 243-GIS		<hr/> 70,993

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GL NUMBER	DESCRIPTION	2018 RECOMMENDED BUDGET
APPROPRIATIONS		
Dept 253-COUNTY TREASURER		
101-253-703.12	COUNTY TREASURER	63,860
101-253-712.00	FRINGE	89,737
101-253-718.00	FULL TIME	117,145
101-253-719.00	PART TIME	21,591
101-253-727.00	OFFICE SUPPLIES	3,200
101-253-810.00	CONTRACTUAL SERVICES	8,000
101-253-827.00	MEMBERSHIP & SUBSCRIPTIONS	1,550
101-253-852.00	TELEPHONE	924
101-253-853.00	CELL PHONE	540
101-253-863.10	TRAVEL/LODGING/MEALS ETC	2,500
101-253-957.00	EMPLOYEE TRAINING	3,400
101-253-958.00	BANK CHARGES	100
101-253-958.01	DOG LICENSES	15
101-253-977.00	OFFICE EQUIP & FURNITURE	1,450
101-253-977.53	COMPUTER-HARD/SOFT/MAINT	12,478
Totals for dept 253-COUNTY TREASURER		<u>326,490</u>

BUDGET REPORT FOR CHEBOYGAN COUNTY  
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GL NUMBER	DESCRIPTION	2018 RECOMMENDED BUDGET
<hr/>		
APPROPRIATIONS		
Dept 260-TAX ALLOCATION BOARD		
101-260-706.00	PER DIEM	800
101-260-712.00	FRINGE	50
101-260-863.10	TRAVEL/LODGING/MEALS ETC	100
Totals for dept 260-TAX ALLOCATION BOARD		<hr/> 950

BUDGET REPORT FOR CHEBOYGAN COUNTY  
Fund: 101 GENERAL COUNTY

GL NUMBER	DESCRIPTION	2018 RECOMMENDED BUDGET
APPROPRIATIONS		
Dept 265-COUNTY MAINTENANCE DEPT		
101-265-703.19	MAINTENANCE ENGINEER	51,671
101-265-703.36	SHIFT DIFFERENTIAL PAY	1,850
101-265-712.00	FRINGE	159,517
101-265-718.00	FULL TIME	205,056
101-265-724.00	ON CALL/REIMBURSEMENT	2,842
101-265-727.00	OFFICE SUPPLIES	300
101-265-747.04	GAS/COUNTY BLDG	3,600
101-265-747.10	FUEL/OIL	500
101-265-775.00	JANITORIAL SUPPLIES	28,000
101-265-810.00	CONTRACTUAL SERVICES	6,000
101-265-811.00	JANITORIAL SERVICES	9,000
101-265-846.00	UNIFORMS	2,150
101-265-852.00	TELEPHONE	740
101-265-930.00	GROUNDS MAINT/EQUIP	13,000
101-265-934.00	BLDG REPAIRS & MAINT	20,000
101-265-957.00	EMPLOYEE TRAINING	300
101-265-977.00	OFFICE EQUIP & FURNITURE	200
101-265-977.50	COMPUTER-HARD/SOFT/MAINT	300
Totals for dept 265-COUNTY MAINTENANCE DEPT		505,026

BUDGET REPORT FOR CHEBOYGAN COUNTY  
Fund: 101 GENERAL COUNTY

GL NUMBER	DESCRIPTION	2018 RECOMMENDED BUDGET
APPROPRIATIONS		
Dept 267-MAJOR EQ/BLDG IMP		
101-267-712.00	FRINGE	5,810
101-267-719.00	PART TIME	18,720
101-267-930.00	GROUNDS MAINT/EQUIP	20,000
101-267-934.00	BLDG REPAIRS & MAINT	20,000
101-267-936.00	VEHICLE REPAIRS & MAINT	28,000
101-267-966.02	GASOLINE PURCHASE	10,000
101-267-966.03	CAR POOL	24,000
101-267-977.60	NEW VEHICLE PURCHASE	70,000
Totals for dept 267-MAJOR EQ/BLDG IMP		196,530

BUDGET REPORT FOR CHEBOYGAN COUNTY  
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GL NUMBER	DESCRIPTION	2018 RECOMMENDED BUDGET
APPROPRIATIONS		
Dept 270-HUMAN RESOURCE		
101-270-802.05	EMPLOYMENT PHYSICALS	1,200
101-270-863.10	TRAVEL/LODGING/MEALS ETC	350
101-270-864.00	TUITION	1,500
101-270-900.00	ADVERTISING	2,500
101-270-957.00	EMPLOYEE TRAINING	225
Totals for dept 270-HUMAN RESOURCE		<hr/> 5,775

BUDGET REPORT FOR CHEBOYGAN COUNTY  
Fund: 101 GENERAL COUNTY

GL NUMBER	DESCRIPTION	2018 RECOMMENDED BUDGET
APPROPRIATIONS		
Dept 275-DRAIN COMMISSIONER		
101-275-703.25	DRAIN COMMISSIONER	1,000
101-275-706.00	PER DIEM	2,400
101-275-744.06	SUPPLIES & MATERIALS	250
101-275-827.00	MEMBERSHIP & SUBSCRIPTIONS	500
101-275-852.00	TELEPHONE	40
101-275-863.10	TRAVEL/LODGING/MEALS ETC	1,400
101-275-957.00	EMPLOYEE TRAINING	500
Totals for dept 275-DRAIN COMMISSIONER		6,090

BUDGET REPORT FOR CHEBOYGAN COUNTY  
Fund: 101 GENERAL COUNTY

GL NUMBER	DESCRIPTION	2018 RECOMMENDED BUDGET
APPROPRIATIONS		
Dept 284-COUNTY SURVEYOR		
101-284-703.26	COUNTY SURVEYOR	1,000
101-284-827.00	MEMBERSHIP & SUBSCRIPTIONS	100
101-284-863.10	TRAVEL/LODGING/MEALS ETC	650
101-284-957.00	EMPLOYEE TRAINING	400
Totals for dept 284-COUNTY SURVEYOR		<hr/> 2,150

BUDGET REPORT FOR CHEBOYGAN COUNTY  
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GL NUMBER	DESCRIPTION	2018 RECOMMENDED BUDGET
APPROPRIATIONS		
Dept 285-GENERAL COUNTY		
101-285-727.00	OFFICE SUPPLIES	8,000
101-285-728.00	PRINTED MATTER	4,000
101-285-730.00	POSTAGE	63,000
101-285-730.02	UPS CHARGES	200
101-285-810.00	CONTRACTUAL SERVICES	69,174
101-285-825.03	LEGAL - LABOR ISSUES	1,500
101-285-825.04	PUBLIC DEFENDER	147,420
101-285-825.07	LEGAL CIVIL COUNSEL	33,000
101-285-827.00	MEMBERSHIP & SUBSCRIPTIONS	16,000
101-285-827.01	MICH ASSOC OF COUNTIES	11,650
101-285-852.05	TELEPHONE SYSTEM MAINT	3,400
101-285-900.00	ADVERTISING	3,000
101-285-920.00	UTILITIES	110,000
101-285-949.00	EQUIP RENTAL	2,920
101-285-958.03	FINANCE CHARGES	1,000
101-285-959.01	COUNTY AUDIT	20,160
101-285-959.11	COST ALLOCATION PLAN	7,000
Totals for dept 285-GENERAL COUNTY		<hr/> 501,424

BUDGET REPORT FOR CHEBOYGAN COUNTY  
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GL NUMBER	DESCRIPTION	2018 RECOMMENDED BUDGET
APPROPRIATIONS		
Dept 301-SHERIFF		
101-301-703.08	SHERIFF	81,607
101-301-703.34	HOLIDAY PAY	41,782
101-301-703.36	SHIFT DIFFERENTIAL PAY	3,500
101-301-704.05	OVERTIME	13,620
101-301-712.00	FRINGE	541,237
101-301-717.00	UNIFORM CLEANING ALLOWANCE	9,995
101-301-718.00	FULL TIME	946,068
101-301-719.00	PART TIME	10,580
101-301-727.00	OFFICE SUPPLIES	5,500
101-301-744.00	OTHER SUPPLIES	2,000
101-301-744.01	AMMUNITION	4,500
101-301-746.00	UNIFORMS	5,000
101-301-747.03	GAS/SHERIFF	41,000
101-301-827.00	MEMBERSHIP & SUBSCRIPTIONS	1,350
101-301-863.10	TRAVEL/LODGING/MEALS ETC	3,500
101-301-957.00	EMPLOYEE TRAINING	6,000
101-301-966.00	VEHICLE LEASE	1,000
101-301-970.01	EQUIPMENT - NEW	10,000
101-301-975.22	MAINT/EQUIP/MISC	7,500
101-301-977.00	OFFICE EQUIP & FURNITURE	1,000
101-301-977.72	COMPUTER-HARD/SOFT/MAINT	3,000
Totals for dept 301-SHERIFF		<u>1,739,739</u>

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GL NUMBER	DESCRIPTION	2018 RECOMMENDED BUDGET
APPROPRIATIONS		
Dept 302-ORV ENFORCEMENT		
101-302-712.00	FRINGE	4,992
101-302-718.00	FULL TIME	12,323
101-302-747.03	GAS/SHERIFF	725
101-302-863.04	MILEAGE	1,125
101-302-930.01	VEHICLE REPAIR	600
101-302-950.00	EQUIPMENT	300
Totals for dept 302-ORV ENFORCEMENT		<hr/> 20,065

BUDGET REPORT FOR CHEBOYGAN COUNTY  
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GL NUMBER	DESCRIPTION	2018 RECOMMENDED BUDGET
<hr/>		
APPROPRIATIONS		
Dept 325-CCE 911		
101-325-750.00	OPERATING EXPENSES	439,378
101-325-863.10	TRAVEL/LODGING/MEALS ETC	150
Totals for dept 325-CCE 911		<hr/> 439,528

BUDGET REPORT FOR CHEBOYGAN COUNTY  
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GL NUMBER	DESCRIPTION	2018 RECOMMENDED BUDGET
APPROPRIATIONS		
Dept 331-MARINE SAFETY		
101-331-704.05	OVERTIME	2,372
101-331-712.00	FRINGE	18,709
101-331-718.00	FULL TIME	37,074
101-331-720.00	SEASONAL	23,288
101-331-727.00	OFFICE SUPPLIES	200
101-331-746.00	UNIFORMS	1,000
101-331-747.03	GAS/SHERIFF	700
101-331-747.08	BOAT REPAIRS	5,000
101-331-747.09	BOAT-GAS/OIL	12,000
101-331-863.10	TRAVEL/LODGING/MEALS ETC	500
101-331-863.16	DAILY TRAVEL EXPENSE	2,600
101-331-949.01	BOAT STORAGE/DOCKAGE	4,725
101-331-950.00	EQUIPMENT	1,500
101-331-957.00	EMPLOYEE TRAINING	200
Totals for dept 331-MARINE SAFETY		109,868

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GL NUMBER	DESCRIPTION	2018 RECOMMENDED BUDGET
APPROPRIATIONS		
Dept 332-SNO-MOBILE SAFETY *		
101-332-712.00	FRINGE	1,935
101-332-718.00	FULL TIME	6,322
101-332-747.00	OIL & REPAIR	445
101-332-747.03	GAS/SHERIFF	100
101-332-863.22	SNOWMOBILE TOWING MILEAGE	413
101-332-950.00	EQUIPMENT	455
Totals for dept 332-SNO-MOBILE SAFETY *		9,670

BUDGET REPORT FOR CHEBOYGAN COUNTY  
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GL NUMBER	DESCRIPTION	2018 RECOMMENDED BUDGET
APPROPRIATIONS		
Dept 333-SHERIFF	SECONDARY ROAD PATROL *	
101-333-704.05	OVERTIME	2,630
101-333-712.00	FRINGE	30,269
101-333-717.00	UNIFORM CLEANING ALLOWANCE	405
101-333-718.00	FULL TIME	45,579
Totals for dept 333-SHERIFF SECONDARY ROAD PATROL *		<hr/> 78,883

BUDGET REPORT FOR CHEBOYGAN COUNTY  
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GL NUMBER	DESCRIPTION	2018 RECOMMENDED BUDGET
APPROPRIATIONS		
Dept 334-STONEGARDEN GRANT		
101-334-704.05	OVERTIME	23,478
101-334-712.00	FRINGE	6,273
101-334-863.04	MILEAGE	2,528
101-334-950.00	EQUIPMENT	7,997
Totals for dept 334-STONEGARDEN GRANT		<hr/> 40,276

BUDGET REPORT FOR CHEBOYGAN COUNTY  
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GL NUMBER	DESCRIPTION	2018 RECOMMENDED BUDGET
APPROPRIATIONS		
Dept 335-SHERIFF - LOCAL GRANTS		
101-335-712.00	FRINGE	891
101-335-719.00	PART TIME	6,935
101-335-747.09	BOAT-GAS/OIL	1,400
101-335-863.16	DAILY TRAVEL EXPENSE	865
Totals for dept 335-SHERIFF - LOCAL GRANTS		<hr/> 10,091

BUDGET REPORT FOR CHEBOYGAN COUNTY  
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GL NUMBER	DESCRIPTION	2018 RECOMMENDED BUDGET
<hr/>		
APPROPRIATIONS		
Dept 337-SHERIFF-FEDERAL GRANTS		
101-337-704.05	OVERTIME	8,859
101-337-712.00	FRINGE	2,618
Totals for dept 337-SHERIFF-FEDERAL GRANTS		<hr/> 11,477

BUDGET REPORT FOR CHEBOYGAN COUNTY  
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GL NUMBER	DESCRIPTION	2018 RECOMMENDED BUDGET
APPROPRIATIONS		
Dept 338-CANINE UNIT		
101-338-727.99	SUPPLIES	2,000
101-338-746.00	UNIFORMS	1,000
101-338-760.00	MEDICAL SERVICES	1,000
101-338-930.01	VEHICLE REPAIR	1,500
101-338-957.04	EDUCATION	1,500
101-338-970.04	EQUIP/ NEW & REPLACED	3,000
Totals for dept 338-CANINE UNIT		10,000

BUDGET REPORT FOR CHEBOYGAN COUNTY  
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GL NUMBER	DESCRIPTION	2018 RECOMMENDED BUDGET
APPROPRIATIONS		
Dept 351-CORRECTIONS/COMMUNICATIONS		
101-351-703.34	HOLIDAY PAY	36,070
101-351-703.36	SHIFT DIFFERENTIAL PAY	4,272
101-351-704.05	OVERTIME	5,000
101-351-712.00	FRINGE	422,443
101-351-717.00	UNIFORM CLEANING ALLOWANCE	7,200
101-351-718.00	FULL TIME	708,167
101-351-740.00	FOOD	256,000
101-351-744.07	MISC PRISONER SUPPLIES	5,000
101-351-746.01	EMPLOYEE UNIFORMS	3,000
101-351-760.00	MEDICAL SERVICES	50,000
101-351-810.00	CONTRACTUAL SERVICES	3,000
101-351-831.00	LAUNDRY	5,000
101-351-852.00	TELEPHONE	5,000
101-351-935.00	EQUIPMENT REPAIRS	3,000
101-351-937.00	OFFICE EQUIP/MAINT	1,000
101-351-957.00	EMPLOYEE TRAINING	3,500
101-351-970.04	EQUIP/ NEW & REPLACED	6,000
101-351-977.72	COMPUTER-HARD/SOFT/MAINT	5,800
Totals for dept 351-CORRECTIONS/COMMUNICATIONS		1,529,452

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GL NUMBER	DESCRIPTION	2018 RECOMMENDED BUDGET
APPROPRIATIONS		
Dept 412-PLANNING/ZONING DEPT		
101-412-703.30	PLANNING ADMINISTRATOR	62,000
101-412-706.00	PER DIEM	14,000
101-412-712.00	FRINGE	114,031
101-412-718.00	FULL TIME	147,182
101-412-727.00	OFFICE SUPPLIES	1,500
101-412-747.06	GAS PLANNING	4,000
101-412-827.00	MEMBERSHIP & SUBSCRIPTIONS	1,800
101-412-852.00	TELEPHONE	600
101-412-863.10	TRAVEL/LODGING/MEALS ETC	450
101-412-863.30	TRAVEL/LODGING/MEALS ETC - BRDS/CC	8,000
101-412-900.00	ADVERTISING	4,750
101-412-957.00	EMPLOYEE TRAINING	1,500
101-412-957.30	TRAINING - BOARDS OR COMMISSIONS	500
101-412-977.62	COMPUTER-HARD/SOFT/MAINT	3,785
Totals for dept 412-PLANNING/ZONING DEPT		364,098

BUDGET REPORT FOR CHEBOYGAN COUNTY  
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GL NUMBER	DESCRIPTION	2018 RECOMMENDED BUDGET
<hr/>		
APPROPRIATIONS		
Dept 426-TRI-COUNTY EMERGENCY MANAGEMENT		
101-426-810.28	SERVICES & CHARGES	78,285
Totals for dept 426-TRI-COUNTY EMERGENCY MANAGEMENI		<hr/> 78,285

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GL NUMBER	DESCRIPTION	2018 RECOMMENDED BUDGET
<hr/>		
APPROPRIATIONS		
Dept 430-ANIMAL	SHELTER/DOG WARDEN	
101-430-747.01	GAS/ANIMAL CONTROL	6,000
101-430-835.01	ANIMAL CONTROL	151,709
Totals for dept 430-ANIMAL SHELTER/DOG WARDEN		<hr/> 157,709

BUDGET REPORT FOR CHEBOYGAN COUNTY  
Fund: 101 GENERAL COUNTY

GL NUMBER	DESCRIPTION	2018 RECOMMENDED BUDGET
<hr/>		
APPROPRIATIONS		
Dept 441-DEPARTMENT OF PUBLIC WORKS		
101-441-706.00	PER DIEM	240
101-441-863.10	TRAVEL/LODGING/MEALS ETC	100
Totals for dept 441-DEPARTMENT OF PUBLIC WORKS		<hr/> 340

BUDGET REPORT FOR CHEBOYGAN COUNTY  
Fund: 101 GENERAL COUNTY

GL NUMBER	DESCRIPTION	2018 RECOMMENDED BUDGET
<hr/>		
APPROPRIATIONS		
Dept 600-HEALTH DEPARTMENTS		
101-600-835.02	DISTRICT HEALTH #4	231,162
101-600-837.00	MENTAL HEALTH	111,995
Totals for dept 600-HEALTH DEPARTMENTS		<hr/> 343,157

BUDGET REPORT FOR CHEBOYGAN COUNTY  
Fund: 101 GENERAL COUNTY

GL NUMBER	DESCRIPTION	2018 RECOMMENDED BUDGET
<hr/>		
APPROPRIATIONS		
Dept 605-C/D -	HEALTH DEPARTMENT	
101-605-802.01	HEALTH SERVICES	500
Totals for dept 605-C/D - HEALTH DEPARTMENT		<hr/> 500

BUDGET REPORT FOR CHEBOYGAN COUNTY  
Fund: 101 GENERAL COUNTY

GL NUMBER	DESCRIPTION	2018 RECOMMENDED BUDGET
APPROPRIATIONS		
Dept 648-MEDICAL EXAMINER		
101-648-703.01	MEDICAL EXAMINER	9,266
101-648-712.00	FRINGE	142
101-648-719.00	PART TIME	1,000
101-648-747.03	GAS/SHERIFF	250
101-648-827.00	MEMBERSHIP & SUBSCRIPTIONS	850
101-648-835.00	AUTOPSIES	7,000
101-648-863.10	TRAVEL/LODGING/MEALS ETC	500
101-648-957.00	EMPLOYEE TRAINING	500
Totals for dept 648-MEDICAL EXAMINER		19,508

BUDGET REPORT FOR CHEBOYGAN COUNTY  
Fund: 101 GENERAL COUNTY

GL NUMBER	DESCRIPTION	2018 RECOMMENDED BUDGET
APPROPRIATIONS		
Dept 682-VETERANS		
101-682-703.32	VETERANS ADMIN	41,829
101-682-712.00	FRINGE	19,155
101-682-718.00	FULL TIME	35,984
101-682-727.00	OFFICE SUPPLIES	1,500
101-682-727.80	FLAGS	4,500
101-682-810.00	CONTRACTUAL SERVICES	200
101-682-827.00	MEMBERSHIP & SUBSCRIPTIONS	700
101-682-833.00	VETERAN'S BURIAL EXPENSE	13,500
101-682-852.00	TELEPHONE	300
101-682-863.10	TRAVEL/LODGING/MEALS ETC	5,000
101-682-900.00	ADVERTISING	400
101-682-957.00	EMPLOYEE TRAINING	1,000
101-682-977.00	OFFICE EQUIP & FURNITURE	500
101-682-977.68	COMPUTER-HARD/SOFT/MAINT	1,000
Totals for dept 682-VETERANS		125,568

BUDGET REPORT FOR CHEBOYGAN COUNTY  
Fund: 101 GENERAL COUNTY

GL NUMBER	DESCRIPTION	2018 RECOMMENDED BUDGET
<hr/>		
APPROPRIATIONS		
Dept 700-CASH CONTROL		
101-700-700.00	EXPENDITURE CONTROL	229,128
Totals for dept 700-CASH CONTROL		<hr/> 229,128

BUDGET REPORT FOR CHEBOYGAN COUNTY  
Fund: 101 GENERAL COUNTY

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GL NUMBER	DESCRIPTION	2018 RECOMMENDED BUDGET
APPROPRIATIONS		
Dept 731-COUNTY MSU EXTENSION OFFICE		
101-731-712.00	FRINGE	27,019
101-731-718.00	FULL TIME	31,705
101-731-727.00	OFFICE SUPPLIES	1,000
101-731-810.07	MSU-CONTRACTUAL SERVICES	74,188
101-731-827.00	MEMBERSHIP & SUBSCRIPTIONS	150
101-731-852.00	TELEPHONE	400
101-731-957.00	EMPLOYEE TRAINING	400
Totals for dept 731-COUNTY MSU EXTENSION OFFICE		134,862

BUDGET REPORT FOR CHEBOYGAN COUNTY  
Fund: 101 GENERAL COUNTY

GL NUMBER	DESCRIPTION	2018 RECOMMENDED BUDGET
APPROPRIATIONS		
Dept 751-FAIR GROUNDS / EVENTS		
101-751-712.00	FRINGE	1,273
101-751-718.00	FULL TIME	2,399
101-751-747.10	FUEL/OIL	3,800
101-751-852.00	TELEPHONE	1,540
101-751-920.00	UTILITIES	10,000
101-751-930.00	GROUND MAINT/EQUIP	19,000
101-751-970.00	CAPITOL OUTLAY	18,000
Totals for dept 751-FAIR GROUNDS / EVENTS		56,012

BUDGET REPORT FOR CHEBOYGAN COUNTY  
Fund: 101 GENERAL COUNTY

GL NUMBER	DESCRIPTION	2018 RECOMMENDED BUDGET
<hr/>		
APPROPRIATIONS		
Dept 753-VETERAN'S PARK		
101-753-930.00	GROUNDS MAINT/EQUIP	7,000
Totals for dept 753-VETERAN'S PARK		<hr/> 7,000

BUDGET REPORT FOR CHEBOYGAN COUNTY  
Fund: 101 GENERAL COUNTY

GL NUMBER	DESCRIPTION	2018 RECOMMENDED BUDGET
<hr/>		
APPROPRIATIONS		
Dept 784-SOIL CONSERVATION		
101-784-706.00	PER DIEM	1,200
101-784-810.00	CONTRACTUAL SERVICES	12,500
101-784-852.00	TELEPHONE	20
Totals for dept 784-SOIL CONSERVATION		<hr/> 13,720

BUDGET REPORT FOR CHEBOYGAN COUNTY  
Fund: 101 GENERAL COUNTY

GL NUMBER	DESCRIPTION	2018 RECOMMENDED BUDGET
<hr/>		
APPROPRIATIONS		
Dept 900-SPECIAL	APPROPRIATIONS	
101-900-903.00	AIRPORT	80,000
101-900-903.01	CO SHARE-CAPITAL IMPROVEMENT	15,000
101-900-903.02	AIRPORT GRANT MATCH	17,500
Totals for dept 900-SPECIAL APPROPRIATIONS		<hr/> 112,500

BUDGET REPORT FOR CHEBOYGAN COUNTY  
Fund: 101 GENERAL COUNTY

GL NUMBER	DESCRIPTION	2018 RECOMMENDED BUDGET
APPROPRIATIONS		
Dept 902-APPRO/TRANSFERS TO OTHER FUNDS		
101-902-904.00	COUNTY FAIR #561	7,306
101-902-958.02	CO LAW LIBRARY #269	9,700
101-902-961.01	F.O.C. FUND #215	44,340
101-902-961.03	BUILDING DEPT FUND 249	84,430
101-902-963.03	TERM LIAB FUND #105	20,000
101-902-964.00	CHILD CARE/WEL #291	88,240
101-902-965.01	CHILD CARE/PROB #292	388,983
101-902-965.02	FIA/CO FUNDSS #289	7,400
101-902-965.03	SOLDIERS RELIEF #293	5,220
101-902-965.17	CCE 911 CAPITAL FUND #450	50,733
101-902-965.24	REGIONAL TRANSPORTATION	103,152
101-902-965.25	SAYPA 276	32,142
101-902-965.27	CRT HOUSE PRESERVATION #401	39,000
101-902-965.30	DRUG COURT - ADULT - CIRCUIT - #26	22,000
101-902-999.00	TRANSFER OUT	3,327,825
Totals for dept 902-APPRO/TRANSFERS TO OTHER FUNDS		4,230,471

BUDGET REPORT FOR CHEBOYGAN COUNTY  
Fund: 101 GENERAL COUNTY

GL NUMBER	DESCRIPTION	2018 RECOMMENDED BUDGET
<hr/>		
APPROPRIATIONS		
Dept 954-INSURANCES		
101-954-910.00	INSURANCE & BONDS	197,400
Totals for dept 954-INSURANCES		<hr/> <u>197,400</u>
TOTAL APPROPRIATIONS		<hr/> <u>15,745,453</u>
NET OF REVENUES/APPROPRIATIONS - FUND 101		
BEGINNING FUND BALANCE		
ENDING FUND BALANCE		

BUDGET REPORT FOR CHEBOYGAN COUNTY  
Fund: 102 FAMILY COUNSELING FUND

GL NUMBER	DESCRIPTION	2018 RECOMMENDED BUDGET
<hr/>		
ESTIMATED REVENUES		
Dept 400-REVENUE CONTROL		
102-400-630.00	OTHER REVENUE	2,500
102-400-699.00	FUND EQUITY	28,000
Totals for dept 400-REVENUE CONTROL		<hr/> 30,500

BUDGET REPORT FOR CHEBOYGAN COUNTY  
Fund: 102 FAMILY COUNSELING FUND

GL NUMBER	DESCRIPTION	2018 RECOMMENDED BUDGET
ESTIMATED REVENUES		
TOTAL ESTIMATED REVENUES		<u>30,500</u>
APPROPRIATIONS		
Dept 131-CIRCUIT COURT		
102-131-810.00	CONTRACTUAL SERVICES	30,500
Totals for dept 131-CIRCUIT COURT		<u>30,500</u>
TOTAL APPROPRIATIONS		<u>30,500</u>
NET OF REVENUES/APPROPRIATIONS - FUND 102		
BEGINNING FUND BALANCE		
ENDING FUND BALANCE		

BUDGET REPORT FOR CHEBOYGAN COUNTY  
Fund: 105 TERMINATION LIABILITY FUND

GL NUMBER	DESCRIPTION	2018 RECOMMENDED BUDGET
<hr/>		
ESTIMATED REVENUES		
Dept 400-REVENUE CONTROL		
105-400-676.00	CONT FROM OTHER FUNDS	20,000
105-400-699.00	FUND EQUITY	56,000
Totals for dept 400-REVENUE CONTROL		<hr/> 76,000

GL NUMBER	DESCRIPTION	2018 RECOMMENDED BUDGET
ESTIMATED REVENUES		
TOTAL ESTIMATED REVENUES		76,000
APPROPRIATIONS		
Dept 215-CLERK/REGISTER		
105-215-700.26	TERMINATION CHECK	61,763
105-215-712.00	FRINGE	14,237
Totals for dept 215-CLERK/REGISTER		76,000
TOTAL APPROPRIATIONS		76,000
NET OF REVENUES/APPROPRIATIONS - FUND 105		
BEGINNING FUND BALANCE		
ENDING FUND BALANCE		

BUDGET REPORT FOR CHEBOYGAN COUNTY  
Fund: 107 P A 302 TRAINING FUND

GL NUMBER	DESCRIPTION	2018 RECOMMENDED BUDGET
<hr/>		
ESTIMATED REVENUES		
Dept 400-REVENUE CONTROL		
107-400-543.01	CERTIFIED OFFICER TRAINING	4,400
Totals for dept 400-REVENUE CONTROL		<hr/> 4,400

BUDGET REPORT FOR CHEBOYGAN COUNTY  
Fund: 107 P A 302 TRAINING FUND

GL NUMBER	DESCRIPTION	2018 RECOMMENDED BUDGET
<hr/>		
ESTIMATED REVENUES		
TOTAL ESTIMATED REVENUES		<hr/> 4,400
APPROPRIATIONS		
Dept 301-SHERIFF		
107-301-957.00	EMPLOYEE TRAINING	4,400
Totals for dept 301-SHERIFF		<hr/> 4,400
TOTAL APPROPRIATIONS		<hr/> 4,400
<hr/>		
NET OF REVENUES/APPROPRIATIONS - FUND 107		
BEGINNING FUND BALANCE		
ENDING FUND BALANCE		

BUDGET REPORT FOR CHEBOYGAN COUNTY  
Fund: 108 PUBLIC ACT 106 FUND

GL NUMBER	DESCRIPTION	2018 RECOMMENDED BUDGET
<hr/>		
ESTIMATED REVENUES		
Dept 400-REVENUE CONTROL		
108-400-404.00	CONVENTION & TOURISM TAX	140,797
Totals for dept 400-REVENUE CONTROL		<hr/> 140,797

BUDGET REPORT FOR CHEBOYGAN COUNTY  
Fund: 108 PUBLIC ACT 106 FUND

GL NUMBER	DESCRIPTION	2018 RECOMMENDED BUDGET
ESTIMATED REVENUES		
TOTAL ESTIMATED REVENUES		<u>140,797</u>
APPROPRIATIONS		
Dept 253-COUNTY TREASURER		
108-253-801.02	REHABILITATION SERVICES	70,399
108-253-801.04	CONVENTION FACILITY TAX	70,398
Totals for dept 253-COUNTY TREASURER		<u>140,797</u>
TOTAL APPROPRIATIONS		<u>140,797</u>
NET OF REVENUES/APPROPRIATIONS - FUND 108		
BEGINNING FUND BALANCE		
ENDING FUND BALANCE		

BUDGET REPORT FOR CHEBOYGAN COUNTY  
Fund: 111 PROBATION ENHANCEMENT FUND

GL NUMBER	DESCRIPTION	2018 RECOMMENDED BUDGET
<hr/>		
ESTIMATED REVENUES		
Dept 400-REVENUE CONTROL		
111-400-601.00	CIR CRT COSTS	1,500
111-400-699.00	FUND EQUITY	2,520
Totals for dept 400-REVENUE CONTROL		<hr/> 4,020

GL NUMBER	DESCRIPTION	2018 RECOMMENDED BUDGET
ESTIMATED REVENUES		
TOTAL ESTIMATED REVENUES		4,020
APPROPRIATIONS		
Dept 131-CIRCUIT COURT		
111-131-727.43	CC PROBATION SUPPLIES	800
111-131-810.00	CONTRACTUAL SERVICES	200
111-131-852.00	TELEPHONE	1,120
111-131-937.06	COPY MAINTENANCE AGREEMENTS	550
111-131-977.00	OFFICE EQUIP & FURNITURE	1,350
Totals for dept 131-CIRCUIT COURT		4,020
TOTAL APPROPRIATIONS		4,020
NET OF REVENUES/APPROPRIATIONS - FUND 111		
BEGINNING FUND BALANCE		
ENDING FUND BALANCE		

GL NUMBER	DESCRIPTION	2018 RECOMMENDED BUDGET
<hr/> ESTIMATED REVENUES		
Dept 400-REVENUE CONTROL		
112-400-699.00	FUND EQUITY	547
Totals for dept 400-REVENUE CONTROL		<hr/> 547

GL NUMBER	DESCRIPTION	2018 RECOMMENDED BUDGET
ESTIMATED REVENUES		
TOTAL ESTIMATED REVENUES		<hr/> 547
APPROPRIATIONS		
Dept 131-CIRCUIT COURT		
112-131-801.03	RESTITUTION TO VICTIMS	547
Totals for dept 131-CIRCUIT COURT		<hr/> 547
TOTAL APPROPRIATIONS		<hr/> 547
NET OF REVENUES/APPROPRIATIONS - FUND 112		
BEGINNING FUND BALANCE		
ENDING FUND BALANCE		

BUDGET REPORT FOR CHEBOYGAN COUNTY  
Fund: 114 COUNTY REMONUMENTATION GRANT FUND

GL NUMBER	DESCRIPTION	2018 RECOMMENDED BUDGET
<hr/>		
ESTIMATED REVENUES		
Dept 400-REVENUE CONTROL		
114-400-566.00	REMONUMENTATION GRANT	59,985
Totals for dept 400-REVENUE CONTROL		<hr/> 59,985

BUDGET REPORT FOR CHEBOYGAN COUNTY  
Fund: 114 COUNTY REMONUMENTATION GRANT FUND

GL NUMBER	DESCRIPTION	2018 RECOMMENDED BUDGET
ESTIMATED REVENUES		
TOTAL ESTIMATED REVENUES		59,985
APPROPRIATIONS		
Dept 247-REMONUMENTATION GRANT		
114-247-706.05	PEER GROUP	1,500
114-247-715.01	ADMIN FEE S/S	3,961
114-247-744.06	SUPPLIES & MATERIALS	1,274
114-247-810.35	CONTRACTUAL SURVEY SERVICE	53,250
Totals for dept 247-REMONUMENTATION GRANT		59,985
TOTAL APPROPRIATIONS		59,985
NET OF REVENUES/APPROPRIATIONS - FUND 114		
BEGINNING FUND BALANCE		
ENDING FUND BALANCE		

GL NUMBER	DESCRIPTION	2018 RECOMMENDED BUDGET
<hr/>		
ESTIMATED REVENUES		
Dept 400-REVENUE CONTROL		
201-400-400.00	REVENUE CONTROL	7,089,003
201-400-665.00	INTEREST EARNED	2,000
Totals for dept 400-REVENUE CONTROL		<hr/> 7,091,003

BUDGET REPORT FOR CHEBOYGAN COUNTY  
Fund: 201 COUNTY ROAD

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GL NUMBER	DESCRIPTION	2018 RECOMMENDED BUDGET
ESTIMATED REVENUES		
TOTAL ESTIMATED REVENUES		<u>7,091,003</u>
APPROPRIATIONS		
Dept 253-COUNTY TREASURER		
201-253-700.50	WITHDRAWAL TRANSFERS	7,091,003
Totals for dept 253-COUNTY TREASURER		<u>7,091,003</u>
TOTAL APPROPRIATIONS		<u>7,091,003</u>
NET OF REVENUES/APPROPRIATIONS - FUND 201		
BEGINNING FUND BALANCE		
ENDING FUND BALANCE		

BUDGET REPORT FOR CHEBOYGAN COUNTY  
Fund: 211 COMMUNITY PROJECTS

GL NUMBER	DESCRIPTION	2018 RECOMMENDED BUDGET
<hr/>		
ESTIMATED REVENUES		
Dept 400-REVENUE CONTROL		
211-400-580.00	KIDS ID PROGRAM	500
211-400-580.02	VICTIMS SERVICES CONTRIBUTIONS	500
211-400-699.02	FUND EQUITY KIDS ID	500
Totals for dept 400-REVENUE CONTROL		<hr/> 1,500

BUDGET REPORT FOR CHEBOYGAN COUNTY  
Fund: 211 COMMUNITY PROJECTS

GL NUMBER	DESCRIPTION	2018 RECOMMENDED BUDGET
ESTIMATED REVENUES		
TOTAL ESTIMATED REVENUES		<u>1,500</u>
APPROPRIATIONS		
Dept 351-CORRECTIONS/COMMUNICATIONS		
211-351-727.02	OPERATING EXPENSES	1,000
Totals for dept 351-CORRECTIONS/COMMUNICATIONS		<u>1,000</u>

BUDGET REPORT FOR CHEBOYGAN COUNTY  
Fund: 211 COMMUNITY PROJECTS

GL NUMBER	DESCRIPTION	2018 RECOMMENDED BUDGET
<hr/>		
APPROPRIATIONS		
Dept 352-VICTIMS	SERVICES UNIT	
211-352-727.05	VICTIMS SERVICES UNIT SUPPLIES	500
Totals for dept 352-VICTIMS SERVICES UNIT		<hr/> 500
TOTAL APPROPRIATIONS		<hr/> 1,500
NET OF REVENUES/APPROPRIATIONS - FUND 211		
BEGINNING FUND BALANCE		
ENDING FUND BALANCE		

BUDGET REPORT FOR CHEBOYGAN COUNTY  
Fund: 215 FRIEND OF THE COURT-FAMILY COURT FUND

GL NUMBER	DESCRIPTION	2018 RECOMMENDED BUDGET
ESTIMATED REVENUES		
Dept 400-REVENUE CONTROL		
215-400-505.00	CO-OP REIMB-FOC/ADC	323,744
215-400-505.01	CSFOC STATE SUPPL PYT	26,270
215-400-506.00	INCENTIVE REIMB-FOC	40,215
215-400-506.05	15 PERCENT MEDICAL SUPPORT INCENT]	10,000
215-400-581.00	REV FROM OTHER COUNTIES	59,939
215-400-604.00	NON IV-D FOC JUDGEMENT FEE	4,400
215-400-605.00	IV-D SUPPORT MOTION FEE	160
215-400-616.00	F.O.C. SERVICE FEES	19,000
215-400-616.01	FOC - COUNTY ADMIN	2,500
215-400-616.66	DRIVERS LICENSE CLEARANCE FEE	160
215-400-676.00	CONT FROM OTHER FUNDS	44,340
Totals for dept 400-REVENUE CONTROL		530,728

BUDGET REPORT FOR CHEBOYGAN COUNTY  
Fund: 215 FRIEND OF THE COURT-FAMILY COURT FUND

2018  
RECOMMENDED  
BUDGET

GL NUMBER	DESCRIPTION		2018 RECOMMENDED BUDGET
ESTIMATED REVENUES			
TOTAL ESTIMATED REVENUES			530,728
APPROPRIATIONS			
Dept 141-FRIEND OF THE COURT			
215-141-703.00	FRIEND OF THE COURT		80,975
215-141-712.00	FRINGE		163,411
215-141-718.00	FULL TIME		238,804
215-141-727.00	OFFICE SUPPLIES		4,000
215-141-728.00	PRINTED MATTER		1,800
215-141-730.00	POSTAGE		6,000
215-141-806.00	WITNESS FEES		400
215-141-810.00	CONTRACTUAL SERVICES		23,143
215-141-827.00	MEMBERSHIP & SUBSCRIPTIONS		1,400
215-141-852.00	TELEPHONE		1,100
215-141-863.10	TRAVEL/LODGING/MEALS ETC		2,500
215-141-937.06	COPY MAINTENANCE AGREEMENTS		1,000
215-141-957.00	EMPLOYEE TRAINING		1,000
215-141-958.00	BANK CHARGES		195
215-141-977.00	OFFICE EQUIP & FURNITURE		5,000
Totals for dept 141-FRIEND OF THE COURT			530,728
TOTAL APPROPRIATIONS			530,728
NET OF REVENUES/APPROPRIATIONS - FUND 215			
BEGINNING FUND BALANCE			
ENDING FUND BALANCE			

BUDGET REPORT FOR CHEBOYGAN COUNTY  
Fund: 217 AMBULANCE MILLAGE

GL NUMBER	DESCRIPTION	2018 RECOMMENDED BUDGET
<hr/>		
ESTIMATED REVENUES		
Dept 400-REVENUE CONTROL		
217-400-406.01	PERS PROP/COMM FOR/TAX REVERT	270
217-400-407.00	AMBULANCE MILLAGE	348,052
Totals for dept 400-REVENUE CONTROL		<hr/> 348,322

BUDGET REPORT FOR CHEBOYGAN COUNTY  
Fund: 217 AMBULANCE MILLAGE

2018  
RECOMMENDED  
BUDGET

GL NUMBER	DESCRIPTION		2018 RECOMMENDED BUDGET
ESTIMATED REVENUES			
TOTAL ESTIMATED REVENUES			348,322
APPROPRIATIONS			
Dept 651-AMBULANCE			
217-651-810.04	CHEB LIFE SUPPORT, INC		306,062
217-651-810.08	MACKINAW CITY AMB SERVICE		24,266
217-651-810.09	W/F/O AREA AMB SERVICE		14,842
217-651-954.00	ALLOCATED COST		3,152
Totals for dept 651-AMBULANCE			348,322
TOTAL APPROPRIATIONS			348,322
NET OF REVENUES/APPROPRIATIONS - FUND 217			
BEGINNING FUND BALANCE			
ENDING FUND BALANCE			

BUDGET REPORT FOR CHEBOYGAN COUNTY  
Fund: 220 DORIS REID BUILDING

GL NUMBER	DESCRIPTION	2018 RECOMMENDED BUDGET
<hr/>		
ESTIMATED REVENUES		
Dept 400-REVENUE CONTROL		
220-400-668.00	RENTS	84,425
Totals for dept 400-REVENUE CONTROL		<hr/> 84,425

BUDGET REPORT FOR CHEBOYGAN COUNTY  
Fund: 220 DORIS REID BUILDING

GL NUMBER	DESCRIPTION	2018 RECOMMENDED BUDGET
ESTIMATED REVENUES		
TOTAL ESTIMATED REVENUES		84,425
APPROPRIATIONS		
Dept 266-BUILDING REPAIRS & MAINTENANCE		
220-266-775.00	JANITORIAL SUPPLIES	2,000
220-266-810.00	CONTRACTUAL SERVICES	2,800
220-266-910.00	INSURANCE & BONDS	2,900
220-266-920.00	UTILITIES	20,000
220-266-934.00	BLDG REPAIRS & MAINT	4,500
220-266-955.01	CARRIED FORWARD FUND EQUITY	3,981
220-266-999.00	TRANSFER OUT	48,244
Totals for dept 266-BUILDING REPAIRS & MAINTENANCE		84,425
TOTAL APPROPRIATIONS		84,425
NET OF REVENUES/APPROPRIATIONS - FUND 220		
BEGINNING FUND BALANCE		
ENDING FUND BALANCE		

BUDGET REPORT FOR CHEBOYGAN COUNTY  
Fund: 226 RECYCLING

GL NUMBER	DESCRIPTION	2018 RECOMMENDED BUDGET
<hr/>		
ESTIMATED REVENUES		
Dept 400-REVENUE CONTROL		
226-400-581.00	REV FROM OTHER COUNTIES	10,570
226-400-607.04	CHARGE FOR SERVICE	6,300
226-400-607.05	SURCHARGE	280,000
226-400-607.06	SURCHARGE - COMMERCIAL	7,250
226-400-651.01	RECYCLING CHARGES - OPT OUT RESIDE	2,700
Totals for dept 400-REVENUE CONTROL		<hr/> 306,820

2018  
RECOMMENDED  
BUDGET

GL NUMBER	DESCRIPTION		
ESTIMATED REVENUES			
TOTAL ESTIMATED REVENUES			306,820
APPROPRIATIONS			
Dept 525-RECYCLING PROGRAM			
226-525-712.00	FRINGE		34,922
226-525-718.00	FULL TIME		35,978
226-525-719.00	PART TIME		16,384
226-525-727.00	OFFICE SUPPLIES		500
226-525-730.00	POSTAGE		400
226-525-744.00	OTHER SUPPLIES		500
226-525-746.00	UNIFORMS		600
226-525-747.10	FUEL/OIL		10,000
226-525-751.00	EDUCATIONAL SUPPLIES/MATERIALS		1,000
226-525-802.05	EMPLOYMENT PHYSICALS		500
226-525-810.00	CONTRACTUAL SERVICES		2,500
226-525-829.00	PROCESSING		100,000
226-525-852.00	TELEPHONE		1,600
226-525-853.00	CELL PHONE		600
226-525-861.00	TRANSPORTATION		14,250
226-525-863.10	TRAVEL/LODGING/MEALS ETC		130
226-525-900.00	ADVERTISING		600
226-525-910.00	INSURANCE & BONDS		2,100
226-525-920.00	UTILITIES		2,000
226-525-930.01	VEHICLE REPAIR		6,000
226-525-935.03	GROUNDS REPAIR/IMPROVEMENT		8,900
226-525-940.00	RENT		4,350
226-525-954.00	ALLOCATED COST		16,879
226-525-970.01	EQUIPMENT - NEW		32,000
226-525-975.22	MAINT/EQUIP/MISC		13,750
226-525-977.00	OFFICE EQUIP & FURNITURE		377
Totals for dept 525-RECYCLING PROGRAM			306,820
TOTAL APPROPRIATIONS			306,820
NET OF REVENUES/APPROPRIATIONS - FUND 226			
BEGINNING FUND BALANCE			
ENDING FUND BALANCE			

BUDGET REPORT FOR CHEBOYGAN COUNTY  
Fund: 230 CELLULAR PHONE FLOW THROUGH

GL NUMBER	DESCRIPTION	2018 RECOMMENDED BUDGET
<hr/>		
ESTIMATED REVENUES		
Dept 400-REVENUE CONTROL		
230-400-577.00	CELLULAR PHONE ASSESSMENT	151,000
Totals for dept 400-REVENUE CONTROL		<hr/> 151,000

GL NUMBER	DESCRIPTION	2018 RECOMMENDED BUDGET
ESTIMATED REVENUES		
TOTAL ESTIMATED REVENUES		151,000
APPROPRIATIONS		
Dept 253-COUNTY TREASURER		
230-253-820.00	DISTRIBUTION TO CCE 911	151,000
Totals for dept 253-COUNTY TREASURER		151,000
TOTAL APPROPRIATIONS		151,000
NET OF REVENUES/APPROPRIATIONS - FUND 230		
BEGINNING FUND BALANCE		
ENDING FUND BALANCE		

BUDGET REPORT FOR CHEBOYGAN COUNTY  
Fund: 231 CCE 911 4% PHONE SURCHARGE

GL NUMBER	DESCRIPTION	2018 RECOMMENDED BUDGET
<hr/> ESTIMATED REVENUES		
Dept 400-REVENUE CONTROL		
231-400-651.00	CCE 911 4% PHONE SURCHARGE	156,000
Totals for dept 400-REVENUE CONTROL		<hr/> 156,000

BUDGET REPORT FOR CHEBOYGAN COUNTY  
Fund: 231 CCE 911 4% PHONE SURCHARGE

GL NUMBER	DESCRIPTION	2018 RECOMMENDED BUDGET
ESTIMATED REVENUES		
TOTAL ESTIMATED REVENUES		<u>156,000</u>
APPROPRIATIONS		
Dept 325-CCE 911		
231-325-820.00	DISTRIBUTION TO CCE 911	156,000
Totals for dept 325-CCE 911		<u>156,000</u>
TOTAL APPROPRIATIONS		<u>156,000</u>
NET OF REVENUES/APPROPRIATIONS - FUND 231		
BEGINNING FUND BALANCE		
ENDING FUND BALANCE		

BUDGET REPORT FOR CHEBOYGAN COUNTY  
Fund: 234 DNR FOREST FLOW THROUGH

GL NUMBER	DESCRIPTION	2018 RECOMMENDED BUDGET
<hr/> ESTIMATED REVENUES		
Dept 400-REVENUE CONTROL		
234-400-423.00	COMMERCIAL FOREST	5,800
Totals for dept 400-REVENUE CONTROL		<hr/> 5,800

BUDGET REPORT FOR CHEBOYGAN COUNTY  
Fund: 234 DNR FOREST FLOW THROUGH

GL NUMBER	DESCRIPTION	2018 RECOMMENDED BUDGET
ESTIMATED REVENUES		
TOTAL ESTIMATED REVENUES		5,800
APPROPRIATIONS		
Dept 253-COUNTY TREASURER		
234-253-819.00	DISTRIBUTION TO TOWNSHIPS/SCHOOLS	5,800
Totals for dept 253-COUNTY TREASURER		5,800
TOTAL APPROPRIATIONS		5,800
NET OF REVENUES/APPROPRIATIONS - FUND 234		
BEGINNING FUND BALANCE		
ENDING FUND BALANCE		

BUDGET REPORT FOR CHEBOYGAN COUNTY  
Fund: 249 BUILDING DEPARTMENT FUND

GL NUMBER	DESCRIPTION	2018 RECOMMENDED BUDGET
<hr/>		
ESTIMATED REVENUES		
Dept 400-REVENUE CONTROL		
249-400-479.00	CONST CODE-BLDG PERMIT	162,270
249-400-479.11	ELECTRICAL PERMIT	99,905
249-400-479.22	MECHANICAL PERMIT	91,285
249-400-479.33	PLUMBING PERMIT	33,998
249-400-676.00	CONT FROM OTHER FUNDS	84,430
Totals for dept 400-REVENUE CONTROL		<hr/> 471,888

2018  
RECOMMENDED  
BUDGET

GL NUMBER	DESCRIPTION		2018 RECOMMENDED BUDGET
ESTIMATED REVENUES			
TOTAL ESTIMATED REVENUES			471,888
APPROPRIATIONS			
Dept 371-CONSTRUCTION CODE			
249-371-703.29	CONSTRUCTION CODE/ADMIN		62,000
249-371-712.00	FRINGE		148,531
249-371-718.00	FULL TIME		189,468
249-371-727.00	OFFICE SUPPLIES		4,500
249-371-730.00	POSTAGE		1,100
249-371-747.05	GAS/CONSTRUCTION CODE		5,725
249-371-827.00	MEMBERSHIP & SUBSCRIPTIONS		1,450
249-371-852.00	TELEPHONE		500
249-371-853.00	CELL PHONE		1,320
249-371-863.10	TRAVEL/LODGING/MEALS ETC		1,300
249-371-930.01	VEHICLE REPAIR		4,440
249-371-937.06	COPY MAINTENANCE AGREEMENTS		475
249-371-954.00	ALLOCATED COST		46,729
249-371-957.00	EMPLOYEE TRAINING		1,350
249-371-977.62	COMPUTER-HARD/SOFT/MAINT		3,000
Totals for dept 371-CONSTRUCTION CODE			471,888
TOTAL APPROPRIATIONS			471,888
NET OF REVENUES/APPROPRIATIONS - FUND 249			
BEGINNING FUND BALANCE			
ENDING FUND BALANCE			

BUDGET REPORT FOR CHEBOYGAN COUNTY  
Fund: 256 REGISTER OF DEEDS AUTOMATION

GL NUMBER	DESCRIPTION	2018 RECOMMENDED BUDGET
<hr/>		
ESTIMATED REVENUES		
Dept 400-REVENUE CONTROL		
256-400-620.00	REGISTER OF DEEDS FEES	33,000
Totals for dept 400-REVENUE CONTROL		<hr/> 33,000

BUDGET REPORT FOR CHEBOYGAN COUNTY  
Fund: 256 REGISTER OF DEEDS AUTOMATION

GL NUMBER	DESCRIPTION	2018 RECOMMENDED BUDGET
ESTIMATED REVENUES		
TOTAL ESTIMATED REVENUES		33,000
APPROPRIATIONS		
Dept 215-CLERK/REGISTER		
256-215-712.00	FRINGE	758
256-215-718.00	FULL TIME	2,751
256-215-977.50	COMPUTER-HARD/SOFT/MAINT	29,491
Totals for dept 215-CLERK/REGISTER		33,000
TOTAL APPROPRIATIONS		33,000
NET OF REVENUES/APPROPRIATIONS - FUND 256		
BEGINNING FUND BALANCE		
ENDING FUND BALANCE		

GL NUMBER	DESCRIPTION	2018 RECOMMENDED BUDGET
<hr/> ESTIMATED REVENUES		
Dept 400-REVENUE CONTROL		
258-400-699.00	FUND EQUITY	10,000
Totals for dept 400-REVENUE CONTROL		<hr/> 10,000

GL NUMBER	DESCRIPTION	2018 RECOMMENDED BUDGET
<hr/>		
ESTIMATED REVENUES		
TOTAL ESTIMATED REVENUES		<hr/> 10,000
APPROPRIATIONS		
Dept 253-COUNTY TREASURER		
258-253-951.00	DISASTER EXPENSES	10,000
Totals for dept 253-COUNTY TREASURER		<hr/> 10,000
TOTAL APPROPRIATIONS		<hr/> 10,000
NET OF REVENUES/APPROPRIATIONS - FUND 258		
BEGINNING FUND BALANCE		
ENDING FUND BALANCE		

BUDGET REPORT FOR CHEBOYGAN COUNTY  
Fund: 260 SHERIFF'S WORK CREW PROGRAM

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GL NUMBER	DESCRIPTION	2018 RECOMMENDED BUDGET
<hr/>		
ESTIMATED REVENUES		
Dept 400-REVENUE CONTROL		
260-400-607.04	CHARGE FOR SERVICE - PARTICIPANT I	6,000
260-400-634.00	WORK SITE FEE - NON PROFIT	3,300
260-400-634.10	WORK SITE FEE - SENIOR	800
260-400-699.99	TRANSFER IN	17,000
Totals for dept 400-REVENUE CONTROL		<hr/> 27,100

BUDGET REPORT FOR CHEBOYGAN COUNTY  
Fund: 260 SHERIFF'S WORK CREW PROGRAM

GL NUMBER	DESCRIPTION	2018 RECOMMENDED BUDGET
ESTIMATED REVENUES		
TOTAL ESTIMATED REVENUES		27,100
APPROPRIATIONS		
Dept 351-CORRECTIONS/COMMUNICATIONS		
260-351-712.00	FRINGE	2,854
260-351-719.00	PART TIME	22,883
260-351-744.00	OTHER SUPPLIES	678
260-351-747.03	GAS/SHERIFF	440
260-351-910.05	INSURANCE	245
Totals for dept 351-CORRECTIONS/COMMUNICATIONS		27,100
TOTAL APPROPRIATIONS		27,100
NET OF REVENUES/APPROPRIATIONS - FUND 260		
BEGINNING FUND BALANCE		
ENDING FUND BALANCE		

BUDGET REPORT FOR CHEBOYGAN COUNTY  
Fund: 262 SHERIFF SPECIAL PROJECTS FUND

GL NUMBER	DESCRIPTION	2018 RECOMMENDED BUDGET
<hr/>		
ESTIMATED REVENUES		
Dept 400-REVENUE CONTROL		
262-400-675.00	CONTRIB & DONATIONS	1,000
Totals for dept 400-REVENUE CONTROL		<hr/> 1,000

BUDGET REPORT FOR CHEBOYGAN COUNTY  
Fund: 262 SHERIFF SPECIAL PROJECTS FUND

GL NUMBER	DESCRIPTION	2018 RECOMMENDED BUDGET
<hr/>		
ESTIMATED REVENUES		
TOTAL ESTIMATED REVENUES		<hr/> 1,000
APPROPRIATIONS		
Dept 339-PROJECT LIFE SAVER		
262-339-970.01	EQUIPMENT - NEW	1,000
Totals for dept 339-PROJECT LIFE SAVER		<hr/> 1,000
TOTAL APPROPRIATIONS		<hr/> 1,000
NET OF REVENUES/APPROPRIATIONS - FUND 262		<hr/>
BEGINNING FUND BALANCE		
ENDING FUND BALANCE		

BUDGET REPORT FOR CHEBOYGAN COUNTY  
Fund: 263 CONCEALED PISTOL LICENSING

GL NUMBER	DESCRIPTION	2018 RECOMMENDED BUDGET
<hr/> ESTIMATED REVENUES		
Dept 400-REVENUE CONTROL		
263-400-477.00	LIC & PERMITS-NON-BUSINESS	13,000
263-400-665.00	INTEREST EARNED	15
<hr/> Totals for dept 400-REVENUE CONTROL		13,015

GL NUMBER	DESCRIPTION	2018 RECOMMENDED BUDGET
ESTIMATED REVENUES		
TOTAL ESTIMATED REVENUES		13,015
APPROPRIATIONS		
Dept 215-CLERK/REGISTER		
263-215-700.00	EXPENDITURE CONTROL	13,015
Totals for dept 215-CLERK/REGISTER		13,015
TOTAL APPROPRIATIONS		13,015
NET OF REVENUES/APPROPRIATIONS - FUND 263		
BEGINNING FUND BALANCE		
ENDING FUND BALANCE		

BUDGET REPORT FOR CHEBOYGAN COUNTY  
Fund: 264 LOCAL CORR OFFICER TRAIN FUND

GL NUMBER	DESCRIPTION	2018 RECOMMENDED BUDGET
<hr/>		
ESTIMATED REVENUES		
Dept 400-REVENUE CONTROL		
264-400-607.04	CHARGE FOR SERVICE	8,000
Totals for dept 400-REVENUE CONTROL		<hr/> 8,000

BUDGET REPORT FOR CHEBOYGAN COUNTY  
Fund: 264 LOCAL CORR OFFICER TRAIN FUND

GL NUMBER	DESCRIPTION	2018 RECOMMENDED BUDGET
ESTIMATED REVENUES		
TOTAL ESTIMATED REVENUES		<u>8,000</u>
APPROPRIATIONS		
Dept 351-CORRECTIONS/COMMUNICATIONS		
264-351-957.00	EMPLOYEE TRAINING	8,000
Totals for dept 351-CORRECTIONS/COMMUNICATIONS		<u>8,000</u>
TOTAL APPROPRIATIONS		<u>8,000</u>
NET OF REVENUES/APPROPRIATIONS - FUND 264		
BEGINNING FUND BALANCE		
ENDING FUND BALANCE		

GL NUMBER	DESCRIPTION	2018 RECOMMENDED BUDGET
<hr/>		
ESTIMATED REVENUES		
Dept 400-REVENUE CONTROL		
266-400-699.00	FUND EQUITY	500
Totals for dept 400-REVENUE CONTROL		<hr/> 500

GL NUMBER	DESCRIPTION	2018 RECOMMENDED BUDGET
ESTIMATED REVENUES		
TOTAL ESTIMATED REVENUES		<u>500</u>
APPROPRIATIONS		
Dept 301-SHERIFF		
266-301-744.06	SUPPLIES & MATERIALS	500
Totals for dept 301-SHERIFF		<u>500</u>
TOTAL APPROPRIATIONS		<u>500</u>
NET OF REVENUES/APPROPRIATIONS - FUND 266		
BEGINNING FUND BALANCE		
ENDING FUND BALANCE		

GL NUMBER	DESCRIPTION	2018 RECOMMENDED BUDGET
<hr/>		
ESTIMATED REVENUES		
Dept 400-REVENUE CONTROL		
267-400-527.00	BRYNE GRANT	90,000
267-400-545.02	CASEFLOW ASST GRANT/CIR CT	500
267-400-554.00	STATE GRANT	5,000
267-400-676.00	CONT FROM OTHER FUNDS	22,000
Totals for dept 400-REVENUE CONTROL		<hr/> 117,500

GL NUMBER	DESCRIPTION	2018 RECOMMENDED BUDGET
ESTIMATED REVENUES		
TOTAL ESTIMATED REVENUES		117,500
APPROPRIATIONS		
Dept 131-CIRCUIT COURT		
267-131-727.00	OFFICE SUPPLIES	250
267-131-810.00	CONTRACTUAL SERVICES	6,385
267-131-811.20	INCENTIVES/SUPPLIES	1,300
267-131-853.00	CELL PHONE	540
267-131-863.10	TRAVEL/LODGING/MEALS ETC	292
267-131-957.00	EMPLOYEE TRAINING	1,815
267-131-999.00	TRANSFER OUT	11,918
Totals for dept 131-CIRCUIT COURT		22,500

BUDGET REPORT FOR CHEBOYGAN COUNTY  
Fund: 267 DRUG COURT - ADULT - CIRCUIT

GL NUMBER	DESCRIPTION	2018 RECOMMENDED BUDGET
<hr/>		
APPROPRIATIONS		
Dept 134-MICHIGAN	DRUG COURT GRANT PROGRAM	
267-134-810.00	CONTRACTUAL SERVICES	5,000
Totals for dept 134-MICHIGAN DRUG COURT GRANT PROGF		<hr/> 5,000

BUDGET REPORT FOR CHEBOYGAN COUNTY  
Fund: 267 DRUG COURT - ADULT - CIRCUIT

GL NUMBER	DESCRIPTION	2018 RECOMMENDED BUDGET
APPROPRIATIONS		
Dept 165-BYRNE GRANT		
267-165-712.00	FRINGE	29,955
267-165-718.00	FULL TIME	41,220
267-165-810.00	CONTRACTUAL SERVICES	17,910
267-165-863.10	TRAVEL/LODGING/MEALS ETC	915
Totals for dept 165-BYRNE GRANT		<u>90,000</u>
TOTAL APPROPRIATIONS		<u>117,500</u>
NET OF REVENUES/APPROPRIATIONS - FUND 267		
BEGINNING FUND BALANCE		
ENDING FUND BALANCE		

BUDGET REPORT FOR CHEBOYGAN COUNTY  
Fund: 268 SOBRIETY COURT

GL NUMBER	DESCRIPTION	2018 RECOMMENDED BUDGET
<hr/>		
ESTIMATED REVENUES		
Dept 400-REVENUE CONTROL		
268-400-603.00	DISTRICT CRT COSTS	200
268-400-607.14	CHARGE FOR SERVICE - COURT SPECIF1	5,000
268-400-613.00	DIST CRT/CIVIL FEES	4,000
Totals for dept 400-REVENUE CONTROL		<hr/> 9,200

BUDGET REPORT FOR CHEBOYGAN COUNTY  
Fund: 268 SOBRIETY COURT

GL NUMBER	DESCRIPTION	2018 RECOMMENDED BUDGET
ESTIMATED REVENUES		
TOTAL ESTIMATED REVENUES		9,200
APPROPRIATIONS		
Dept 136-DISTRICT COURT		
268-136-700.00	EXPENDITURE CONTROL	700
268-136-810.00	CONTRACTUAL SERVICES	1,000
268-136-810.01	CONSUL/IND PROVIDER	1,000
268-136-811.20	INCENTIVES/SUPPLIES	2,000
268-136-863.10	TRAVEL/LODGING/MEALS ETC	2,000
268-136-957.00	EMPLOYEE TRAINING	1,500
268-136-960.03	TETHER/DRUG TESTING FEES	1,000
Totals for dept 136-DISTRICT COURT		9,200
TOTAL APPROPRIATIONS		9,200
NET OF REVENUES/APPROPRIATIONS - FUND 268		
BEGINNING FUND BALANCE		
ENDING FUND BALANCE		

BUDGET REPORT FOR CHEBOYGAN COUNTY  
Fund: 269 COUNTY LAW LIBRARY

GL NUMBER	DESCRIPTION	2018 RECOMMENDED BUDGET
<hr/>		
ESTIMATED REVENUES		
Dept 400-REVENUE CONTROL		
269-400-630.00	OTHER REVENUE	3,500
269-400-676.00	CONT FROM OTHER FUNDS	9,700
Totals for dept 400-REVENUE CONTROL		<hr/> 13,200

BUDGET REPORT FOR CHEBOYGAN COUNTY  
Fund: 269 COUNTY LAW LIBRARY

GL NUMBER	DESCRIPTION	2018 RECOMMENDED BUDGET
ESTIMATED REVENUES		
TOTAL ESTIMATED REVENUES		<u>13,200</u>
APPROPRIATIONS		
Dept 143-LAW LIBRARY		
269-143-728.00	PRINTED MATTER	3,600
269-143-827.00	MEMBERSHIP & SUBSCRIPTIONS	9,600
Totals for dept 143-LAW LIBRARY		<u>13,200</u>
TOTAL APPROPRIATIONS		<u>13,200</u>
NET OF REVENUES/APPROPRIATIONS - FUND 269		
BEGINNING FUND BALANCE		
ENDING FUND BALANCE		

BUDGET REPORT FOR CHEBOYGAN COUNTY  
Fund: 270 VETERANS ASSISTANCE FUND

GL NUMBER	DESCRIPTION	2018 RECOMMENDED BUDGET
<hr/> ESTIMATED REVENUES		
Dept 400-REVENUE CONTROL		
270-400-674.03	VETERANS ASSISTANCE DONATIONS	3,000
Totals for dept 400-REVENUE CONTROL		<hr/> 3,000

BUDGET REPORT FOR CHEBOYGAN COUNTY  
Fund: 270 VETERANS ASSISTANCE FUND

GL NUMBER	DESCRIPTION	2018 RECOMMENDED BUDGET
<hr/>		
ESTIMATED REVENUES		
TOTAL ESTIMATED REVENUES		<hr/> 3,000
APPROPRIATIONS		
Dept 682-VETERANS		
270-682-880.00	COMMUNITY PROJECTS	3,000
Totals for dept 682-VETERANS		<hr/> 3,000
TOTAL APPROPRIATIONS		<hr/> 3,000
<hr/>		
NET OF REVENUES/APPROPRIATIONS - FUND 270		
BEGINNING FUND BALANCE		
ENDING FUND BALANCE		

GL NUMBER	DESCRIPTION	2018 RECOMMENDED BUDGET
<hr/>		
ESTIMATED REVENUES		
Dept 400-REVENUE CONTROL		
273-400-656.01	ORDINANCE FINES & COSTS	200
Totals for dept 400-REVENUE CONTROL		<hr/> 200

GL NUMBER	DESCRIPTION	2018 RECOMMENDED BUDGET
ESTIMATED REVENUES		
TOTAL ESTIMATED REVENUES		<u>200</u>
APPROPRIATIONS		
Dept 302-ORV ENFORCEMENT		
273-302-744.00	OTHER SUPPLIES	200
Totals for dept 302-ORV ENFORCEMENT		<u>200</u>
TOTAL APPROPRIATIONS		<u>200</u>
NET OF REVENUES/APPROPRIATIONS - FUND 273		
BEGINNING FUND BALANCE		
ENDING FUND BALANCE		

BUDGET REPORT FOR CHEBOYGAN COUNTY  
Fund: 276 SAYPA PROGRAM

GL NUMBER	DESCRIPTION	2018 RECOMMENDED BUDGET
<hr/>		
ESTIMATED REVENUES		
Dept 400-REVENUE CONTROL		
276-400-527.00	BRYNE GRANT	60,000
276-400-674.00	SAYPA CONTRIBUTIONS	91,572
276-400-699.99	TRANSFER IN	32,142
Totals for dept 400-REVENUE CONTROL		<hr/> 183,714

BUDGET REPORT FOR CHEBOYGAN COUNTY  
Fund: 276 SAYPA PROGRAM

GL NUMBER	DESCRIPTION	2018 RECOMMENDED BUDGET
ESTIMATED REVENUES		
TOTAL ESTIMATED REVENUES		183,714
APPROPRIATIONS		
Dept 156-SAYPA CC		
276-156-727.00	OFFICE SUPPLIES	1,000
276-156-811.20	INCENTIVES/SUPPLIES	500
276-156-861.00	TRANSPORTATION	1,000
276-156-954.00	ALLOCATED COST	2,299
276-156-955.01	CARRIED FORWARD FUND EQUITY	35,931
276-156-959.00	MISC	900
276-156-959.06	FTE MISC	1,025
276-156-977.00	OFFICE EQUIP & FURNITURE	400
276-156-999.00	TRANSFER OUT	80,659
Totals for dept 156-SAYPA CC		123,714

BUDGET REPORT FOR CHEBOYGAN COUNTY  
Fund: 276 SAYPA PROGRAM

GL NUMBER	DESCRIPTION	2018 RECOMMENDED BUDGET
APPROPRIATIONS		
Dept 165-BYRNE GRANT		
276-165-712.00	FRINGE	10,215
276-165-718.00	FULL TIME	23,400
276-165-810.36	CONTRACTOR/CONSULTANTS	26,385
Totals for dept 165-BYRNE GRANT		60,000
TOTAL APPROPRIATIONS		183,714
NET OF REVENUES/APPROPRIATIONS - FUND 276		
BEGINNING FUND BALANCE		
ENDING FUND BALANCE		

BUDGET REPORT FOR CHEBOYGAN COUNTY  
Fund: 277 SENIOR CITIZEN MILLAGE

GL NUMBER	DESCRIPTION	2018 RECOMMENDED BUDGET
<hr/>		
ESTIMATED REVENUES		
Dept 400-REVENUE CONTROL		
277-400-406.00	SENIOR CITIZENS MILLAGE	689,993
277-400-406.01	PERS PROP/COMM FOR/TAX REVERT	540
Totals for dept 400-REVENUE CONTROL		<hr/> 690,533

BUDGET REPORT FOR CHEBOYGAN COUNTY  
Fund: 277 SENIOR CITIZEN MILLAGE

GL NUMBER	DESCRIPTION	2018 RECOMMENDED BUDGET
ESTIMATED REVENUES		
TOTAL ESTIMATED REVENUES		<u>690,533</u>
APPROPRIATIONS		
Dept 253-COUNTY TREASURER		
277-253-813.01	MONTHLY PAYMENT	620,866
277-253-831.01	MILLAGE REQUEST	8,000
277-253-954.00	ALLOCATED COST	6,263
277-253-970.00	CAPITOL OUTLAY	55,404
Totals for dept 253-COUNTY TREASURER		<u>690,533</u>
TOTAL APPROPRIATIONS		<u>690,533</u>
NET OF REVENUES/APPROPRIATIONS - FUND 277		
BEGINNING FUND BALANCE		
ENDING FUND BALANCE		

GL NUMBER	DESCRIPTION	2018 RECOMMENDED BUDGET
<hr/>		
ESTIMATED REVENUES		
Dept 400-REVENUE CONTROL		
281-400-685.01	PROJECT REIMB	1,900
281-400-699.00	FUND EQUITY	33,800
Totals for dept 400-REVENUE CONTROL		<hr/> 35,700

GL NUMBER	DESCRIPTION	2018 RECOMMENDED BUDGET
ESTIMATED REVENUES		
TOTAL ESTIMATED REVENUES		35,700
APPROPRIATIONS		
Dept 822-HUD COMMISSION		
281-822-703.55	ADMINISTRATION REIMB	4,657
281-822-810.22	CONTRACTORS	31,043
Totals for dept 822-HUD COMMISSION		35,700
TOTAL APPROPRIATIONS		35,700
NET OF REVENUES/APPROPRIATIONS - FUND 281		
BEGINNING FUND BALANCE		
ENDING FUND BALANCE		

BUDGET REPORT FOR CHEBOYGAN COUNTY  
Fund: 283 CHEBOYGAN COUNTY HOUSING GRANT

GL NUMBER	DESCRIPTION	2018 RECOMMENDED BUDGET
<hr/>		
ESTIMATED REVENUES		
Dept 400-REVENUE CONTROL		
283-400-676.10	PROGRAM INCOME CONTRIBUTION	5,925
283-400-699.00	FUND EQUITY	154,500
Totals for dept 400-REVENUE CONTROL		<hr/> 160,425

BUDGET REPORT FOR CHEBOYGAN COUNTY  
Fund: 283 CHEBOYGAN COUNTY HOUSING GRANT

GL NUMBER	DESCRIPTION	2018 RECOMMENDED BUDGET
ESTIMATED REVENUES		
TOTAL ESTIMATED REVENUES		160,425
APPROPRIATIONS		
Dept 723-HOUSING GRANT (CDBG) - PROGRAM INCOME		
283-723-703.55	ADMINISTRATION REIMB	14,709
283-723-810.22	CONTRACTORS	81,716
Totals for dept 723-HOUSING GRANT (CDBG) - PROGRAM		96,425

BUDGET REPORT FOR CHEBOYGAN COUNTY  
Fund: 283 CHEBOYGAN COUNTY HOUSING GRANT

GL NUMBER	DESCRIPTION	2018 RECOMMENDED BUDGET
<hr/>		
APPROPRIATIONS		
Dept 724-HOUSING GRANT (HPG) - PROGRAM INCOME		
283-724-703.55	ADMINISTRATION REIMB	8,348
283-724-810.22	CONTRACTORS	55,652
Totals for dept 724-HOUSING GRANT (HPG) - PROGRAM I		<hr/> 64,000
TOTAL APPROPRIATIONS		<hr/> 160,425
NET OF REVENUES/APPROPRIATIONS - FUND 283		
BEGINNING FUND BALANCE		
ENDING FUND BALANCE		

BUDGET REPORT FOR CHEBOYGAN COUNTY  
Fund: 289 CHEB SOC SER - COUNTY FUNDS

GL NUMBER	DESCRIPTION	2018 RECOMMENDED BUDGET
<hr/>		
ESTIMATED REVENUES		
Dept 400-REVENUE CONTROL		
289-400-676.00	CONT FROM OTHER FUNDS	7,400
Totals for dept 400-REVENUE CONTROL		<hr/> 7,400

BUDGET REPORT FOR CHEBOYGAN COUNTY  
Fund: 289 CHEB SOC SER - COUNTY FUNDS

GL NUMBER	DESCRIPTION	2018 RECOMMENDED BUDGET
ESTIMATED REVENUES		
TOTAL ESTIMATED REVENUES		7,400
APPROPRIATIONS		
Dept 670-SOCIAL SERVICES		
289-670-700.00	EXPENDITURE CONTROL	4,300
289-670-706.00	PER DIEM	1,440
289-670-863.10	TRAVEL/LODGING/MEALS ETC	1,000
289-670-957.00	EMPLOYEE TRAINING	660
Totals for dept 670-SOCIAL SERVICES		7,400
TOTAL APPROPRIATIONS		7,400
NET OF REVENUES/APPROPRIATIONS - FUND 289		
BEGINNING FUND BALANCE		
ENDING FUND BALANCE		

GL NUMBER	DESCRIPTION	2018 RECOMMENDED BUDGET
ESTIMATED REVENUES		
Dept 400-REVENUE CONTROL		
292-400-401.04	PARENTAL REIMBURSEMENT	9,200
292-400-401.07	STATE WARD PARENT PAY	300
292-400-401.09	COUNTY SOC SECURITY	4,500
292-400-401.10	ADOPTION SUBSIDY	3,500
292-400-402.00	BASIC GRANT	15,000
292-400-428.01	A D C F	7,000
292-400-428.03	CRT STATE WARD SHARE/FOC	300
292-400-428.04	STATE SOCIAL SECURITY	2,500
292-400-676.00	CONT FROM OTHER FUNDS	88,240
292-400-676.04	COUNTY APPRO TRANSFER	388,983
292-400-676.09	STATE REVENUE MONTHLY OFFSET	160,000
292-400-676.15	STATE REV OFFSET DHS	132,360
292-400-676.25	STATE REV OFFSET PROBATE	348,798
Totals for dept 400-REVENUE CONTROL		1,160,681

GL NUMBER	DESCRIPTION	2018 RECOMMENDED BUDGET
ESTIMATED REVENUES		
TOTAL ESTIMATED REVENUES		<u>1,160,681</u>
APPROPRIATIONS		
Dept 148-PROBATE COURT		
292-148-700.05	FOSTER CARE/PER DIEM	65,000
292-148-700.31	STATE WARD PAYMENTS	300
292-148-700.32	A.D.C.F. PAYMENTS	7,000
292-148-702.05	INSTITUTIONAL/PER DIEM	5,300
292-148-710.06	NON-REIMBURSABLE	1,000
292-148-821.71	OTHER CNTY INSTITUTIONAL - CARE P	32,000
Totals for dept 148-PROBATE COURT		<u>110,600</u>

GL NUMBER	DESCRIPTION	2018 RECOMMENDED BUDGET
APPROPRIATIONS		
Dept 150-INTENSIVE PROBATION		
292-150-712.00	FRINGE	95,505
292-150-718.00	FULL TIME	123,423
292-150-723.00	NIGHTWATCH	12,300
292-150-727.00	OFFICE SUPPLIES	600
292-150-744.00	OTHER SUPPLIES	500
292-150-747.10	FUEL/OIL	1,200
292-150-810.55	COURT ORDERED SERVICES	39,550
292-150-853.00	CELL PHONE	540
292-150-863.10	TRAVEL/LODGING/MEALS ETC	800
292-150-957.00	EMPLOYEE TRAINING	250
292-150-959.13	AFTER HOUR DISTRIBUTION	7,775
Totals for dept 150-INTENSIVE PROBATION		282,443

GL NUMBER	DESCRIPTION	2018 RECOMMENDED BUDGET
<hr/>		
APPROPRIATIONS		
Dept 151-COUNTY BASIC GRANT		
292-151-810.12	DIVERSIONARY SERVICES	15,000
Totals for dept 151-COUNTY BASIC GRANT		<hr/> 15,000

GL NUMBER	DESCRIPTION	2018 RECOMMENDED BUDGET
APPROPRIATIONS		
Dept 161-SAYPA		
292-161-712.00	FRINGE	12,086
292-161-718.00	FULL TIME	34,632
292-161-810.00	CONTRACTUAL SERVICES	1,000
292-161-810.36	CONTRACTOR/CONSULTANTS	1,297
292-161-810.40	CONTRACT/CHEB SCHOOLS	103,056
292-161-861.00	TRANSPORTATION	55,027
292-161-863.10	TRAVEL/LODGING/MEALS ETC	1,000
292-161-957.00	EMPLOYEE TRAINING	750
292-161-977.00	OFFICE EQUIP & FURNITURE	1,000
Totals for dept 161-SAYPA		<hr/> 209,848

GL NUMBER	DESCRIPTION	2018 RECOMMENDED BUDGET
APPROPRIATIONS		
Dept 162-INTENSIVE PROBATION 2		
292-162-727.00	OFFICE SUPPLIES	600
292-162-853.00	CELL PHONE	540
292-162-863.10	TRAVEL/LODGING/MEALS ETC	800
292-162-957.00	EMPLOYEE TRAINING	250
Totals for dept 162-INTENSIVE PROBATION 2		<hr/> 2,190

GL NUMBER	DESCRIPTION	2018 RECOMMENDED BUDGET
<hr/>		
APPROPRIATIONS		
Dept 661-CHILD CARE - STATE		
292-661-700.00	EXPENDITURE CONTROL	320,000
Totals for dept 661-CHILD CARE - STATE		<hr/> 320,000

GL NUMBER	DESCRIPTION	2018 RECOMMENDED BUDGET
APPROPRIATIONS		
Dept 670-SOCIAL SERVICES		
292-670-810.00	CONTRACTUAL SERVICES	47,750
292-670-821.01	DIR. SUP. DHS - FOSTER CARE PAYMEN	45,000
292-670-821.02	DIR. SUP. DHS - NONSCHEDULED PAYME	1,150
292-670-821.11	FAM. CARE PRIVATE - FOSTER CARE P#	35,000
292-670-821.12	FAM. CARE PRIVATE- NONSCHEDULED P#	900
292-670-821.21	INSTITUTIONAL - FOSTER CARE PAYMEN	60,000
292-670-821.71	OTHER CNTY INSTITUTIONAL - CARE P#	30,000
292-670-821.72	OTHER CNTY INSTITUTIONAL - NONSCH.	800
Totals for dept 670-SOCIAL SERVICES		220,600
TOTAL APPROPRIATIONS		1,160,681
NET OF REVENUES/APPROPRIATIONS - FUND 292		
BEGINNING FUND BALANCE		
ENDING FUND BALANCE		

BUDGET REPORT FOR CHEBOYGAN COUNTY  
Fund: 293 SOLDIERS RELIEF

GL NUMBER	DESCRIPTION	2018 RECOMMENDED BUDGET
<hr/> ESTIMATED REVENUES		
Dept 400-REVENUE CONTROL		
293-400-676.00	CONT FROM OTHER FUNDS	5,220
Totals for dept 400-REVENUE CONTROL		<hr/> 5,220

BUDGET REPORT FOR CHEBOYGAN COUNTY  
Fund: 293 SOLDIERS RELIEF

GL NUMBER	DESCRIPTION	2018 RECOMMENDED BUDGET
ESTIMATED REVENUES		
TOTAL ESTIMATED REVENUES		<u>5,220</u>
APPROPRIATIONS		
Dept 689-SOLDIERS RELIEF COMMISSION		
293-689-700.00	EXPENDITURE CONTROL	4,500
293-689-706.00	PER DIEM	720
Totals for dept 689-SOLDIERS RELIEF COMMISSION		<u>5,220</u>
TOTAL APPROPRIATIONS		<u>5,220</u>
NET OF REVENUES/APPROPRIATIONS - FUND 293		
BEGINNING FUND BALANCE		
ENDING FUND BALANCE		

GL NUMBER	DESCRIPTION	2018 RECOMMENDED BUDGET
<hr/>		
ESTIMATED REVENUES		
Dept 400-REVENUE CONTROL		
297-400-547.02	COA SPECIAL SERVICE	25,000
Totals for dept 400-REVENUE CONTROL		<hr/> 25,000

BUDGET REPORT FOR CHEBOYGAN COUNTY  
Fund: 297 SENIOR CITIZENS/BUSING FUND

GL NUMBER	DESCRIPTION	2018 RECOMMENDED BUDGET
<hr/>		
ESTIMATED REVENUES		
TOTAL ESTIMATED REVENUES		<hr/> 25,000
APPROPRIATIONS		
Dept 253-COUNTY TREASURER		
297-253-873.01	SPECIAL SERVICE COA	25,000
Totals for dept 253-COUNTY TREASURER		<hr/> 25,000
TOTAL APPROPRIATIONS		<hr/> 25,000
<hr/>		
NET OF REVENUES/APPROPRIATIONS - FUND 297		
BEGINNING FUND BALANCE		
ENDING FUND BALANCE		

GL NUMBER	DESCRIPTION	2018 RECOMMENDED BUDGET
<hr/>		
ESTIMATED REVENUES		
Dept 400-REVENUE CONTROL		
299-400-675.00	CONTRIB & DONATIONS	1,500
Totals for dept 400-REVENUE CONTROL		<hr/> 1,500

BUDGET REPORT FOR CHEBOYGAN COUNTY  
Fund: 299 DAV VAN

GL NUMBER	DESCRIPTION	2018 RECOMMENDED BUDGET
<hr/>		
ESTIMATED REVENUES		
TOTAL ESTIMATED REVENUES		<hr/> 1,500
APPROPRIATIONS		
Dept 700-CASH CONTROL		
299-700-955.01	CARRIED FORWARD FUND EQUITY	1,500
Totals for dept 700-CASH CONTROL		<hr/> 1,500
TOTAL APPROPRIATIONS		<hr/> 1,500
<hr/>		
NET OF REVENUES/APPROPRIATIONS - FUND 299		
BEGINNING FUND BALANCE		
ENDING FUND BALANCE		

BUDGET REPORT FOR CHEBOYGAN COUNTY  
Fund: 351 INVERNESS SEWER PROJECT

GL NUMBER	DESCRIPTION	2018 RECOMMENDED BUDGET
<hr/>		
ESTIMATED REVENUES		
Dept 400-REVENUE CONTROL		
351-400-580.01	CONTRIB FROM OTHER UNITS	207,504
Totals for dept 400-REVENUE CONTROL		<hr/> <u>207,504</u>

BUDGET REPORT FOR CHEBOYGAN COUNTY  
Fund: 351 INVERNESS SEWER PROJECT

GL NUMBER	DESCRIPTION	2018 RECOMMENDED BUDGET
<hr/>		
ESTIMATED REVENUES		
TOTAL ESTIMATED REVENUES		<hr/> 207,504
APPROPRIATIONS		
Dept 253-COUNTY TREASURER		
351-253-991.00	PRINCIPAL PAYMENT	95,000
351-253-995.00	INTEREST ON NOTES PAYABLE	112,504
Totals for dept 253-COUNTY TREASURER		<hr/> 207,504
TOTAL APPROPRIATIONS		<hr/> 207,504
<hr/>		
NET OF REVENUES/APPROPRIATIONS - FUND 351		
BEGINNING FUND BALANCE		
ENDING FUND BALANCE		

BUDGET REPORT FOR CHEBOYGAN COUNTY  
Fund: 352 CTY ROAD CONST PROJECT DEBT SERVICE

GL NUMBER	DESCRIPTION	2018 RECOMMENDED BUDGET
<hr/>		
ESTIMATED REVENUES		
Dept 400-REVENUE CONTROL		
352-400-580.01	CONTRIB FROM OTHER UNITS	191,653
Totals for dept 400-REVENUE CONTROL		<hr/> 191,653

BUDGET REPORT FOR CHEBOYGAN COUNTY  
Fund: 352 CTY ROAD CONST PROJECT DEBT SERVICE

GL NUMBER	DESCRIPTION	2018 RECOMMENDED BUDGET
ESTIMATED REVENUES		
TOTAL ESTIMATED REVENUES		191,653
APPROPRIATIONS		
Dept 253-COUNTY TREASURER		
352-253-991.00	PRINCIPAL PAYMENT	135,000
352-253-995.00	INTEREST ON NOTES PAYABLE	56,653
Totals for dept 253-COUNTY TREASURER		191,653
TOTAL APPROPRIATIONS		191,653
NET OF REVENUES/APPROPRIATIONS - FUND 352		
BEGINNING FUND BALANCE		
ENDING FUND BALANCE		

GL NUMBER	DESCRIPTION	2018 RECOMMENDED BUDGET
<hr/>		
ESTIMATED REVENUES		
Dept 400-REVENUE CONTROL		
401-400-676.00	CONT FROM OTHER FUNDS	39,000
401-400-699.99	TRANSFER IN	2,496,000
Totals for dept 400-REVENUE CONTROL		<hr/> 2,535,000

BUDGET REPORT FOR CHEBOYGAN COUNTY  
Fund: 401 CRT HOUSE PRESERVATION FUND

GL NUMBER	DESCRIPTION	2018 RECOMMENDED BUDGET
ESTIMATED REVENUES		
TOTAL ESTIMATED REVENUES		<u>2,535,000</u>
APPROPRIATIONS		
Dept 136-DISTRICT COURT		
401-136-971.00	CAPITAL OUTLAY	2,535,000
Totals for dept 136-DISTRICT COURT		<u>2,535,000</u>
TOTAL APPROPRIATIONS		<u>2,535,000</u>
NET OF REVENUES/APPROPRIATIONS - FUND 401		
BEGINNING FUND BALANCE		
ENDING FUND BALANCE		

BUDGET REPORT FOR CHEBOYGAN COUNTY  
Fund: 418 D.H.S. BUILDING FUND

GL NUMBER	DESCRIPTION	2018 RECOMMENDED BUDGET
<hr/>		
ESTIMATED REVENUES		
Dept 400-REVENUE CONTROL		
418-400-668.00	RENTS	18,800
Totals for dept 400-REVENUE CONTROL		<hr/> 18,800

BUDGET REPORT FOR CHEBOYGAN COUNTY  
Fund: 418 D.H.S. BUILDING FUND

GL NUMBER	DESCRIPTION	2018 RECOMMENDED BUDGET
<hr/>		
ESTIMATED REVENUES		
TOTAL ESTIMATED REVENUES		<hr/> 18,800
APPROPRIATIONS		
Dept 253-COUNTY TREASURER		
418-253-955.01	CARRIED FORWARD FUND EQUITY	18,800
Totals for dept 253-COUNTY TREASURER		<hr/> 18,800
TOTAL APPROPRIATIONS		<hr/> 18,800
<hr/>		
NET OF REVENUES/APPROPRIATIONS - FUND 418		
BEGINNING FUND BALANCE		
ENDING FUND BALANCE		

GL NUMBER	DESCRIPTION	2018 RECOMMENDED BUDGET
<hr/>		
ESTIMATED REVENUES		
Dept 400-REVENUE CONTROL		
422-400-676.00	CONT FROM OTHER FUNDS	35,725
422-400-699.99	TRANSFER IN	204,275
Totals for dept 400-REVENUE CONTROL		<hr/> 240,000

BUDGET REPORT FOR CHEBOYGAN COUNTY  
Fund: 422 DORIS REID BUILDING CAPITAL PROJECT FUND

GL NUMBER	DESCRIPTION	2018 RECOMMENDED BUDGET
ESTIMATED REVENUES		
TOTAL ESTIMATED REVENUES		<u>240,000</u>
APPROPRIATIONS		
Dept 267-BUILDING REPAIRS & MAINTENANCE		
422-267-970.00	CAPITOL OUTLAY	240,000
Totals for dept 267-BUILDING REPAIRS & MAINTENANCE		<u>240,000</u>
TOTAL APPROPRIATIONS		<u>240,000</u>
NET OF REVENUES/APPROPRIATIONS - FUND 422		
BEGINNING FUND BALANCE		
ENDING FUND BALANCE		

BUDGET REPORT FOR CHEBOYGAN COUNTY  
Fund: 430 ANIMAL CONTROL CAPTIAL PROJECT FUND

GL NUMBER	DESCRIPTION	2018 RECOMMENDED BUDGET
<hr/>		
ESTIMATED REVENUES		
Dept 400-REVENUE CONTROL		
430-400-675.00	CONTRIB & DONATIONS	28,000
430-400-699.99	TRANSFER IN	192,000
Totals for dept 400-REVENUE CONTROL		<hr/> 220,000

BUDGET REPORT FOR CHEBOYGAN COUNTY  
Fund: 430 ANIMAL CONTROL CAPTIAL PROJECT FUND

GL NUMBER	DESCRIPTION	2018 RECOMMENDED BUDGET
ESTIMATED REVENUES		
TOTAL ESTIMATED REVENUES		<u>220,000</u>
APPROPRIATIONS		
Dept 430-ANIMAL SHELTER/DOG WARDEN		
430-430-970.00	CAPITOL OUTLAY	220,000
Totals for dept 430-ANIMAL SHELTER/DOG WARDEN		<u>220,000</u>
TOTAL APPROPRIATIONS		<u>220,000</u>
NET OF REVENUES/APPROPRIATIONS - FUND 430		
BEGINNING FUND BALANCE		
ENDING FUND BALANCE		

BUDGET REPORT FOR CHEBOYGAN COUNTY  
Fund: 450 CCE 911 DEVELOPMENT & CAPITAL FUND

GL NUMBER	DESCRIPTION	2018 RECOMMENDED BUDGET
<hr/>		
ESTIMATED REVENUES		
Dept 400-REVENUE CONTROL		
450-400-676.00	CONT FROM OTHER FUNDS	50,733
Totals for dept 400-REVENUE CONTROL		<hr/> 50,733

GL NUMBER	DESCRIPTION	2018 RECOMMENDED BUDGET
ESTIMATED REVENUES		
TOTAL ESTIMATED REVENUES		50,733
APPROPRIATIONS		
Dept 253-COUNTY TREASURER		
450-253-969.00	CONTINGENCY	31,000
450-253-970.00	CAPITOL OUTLAY	19,733
Totals for dept 253-COUNTY TREASURER		50,733
TOTAL APPROPRIATIONS		50,733
NET OF REVENUES/APPROPRIATIONS - FUND 450		
BEGINNING FUND BALANCE		
ENDING FUND BALANCE		

BUDGET REPORT FOR CHEBOYGAN COUNTY  
Fund: 509 COUNTY MARINA

GL NUMBER	DESCRIPTION	2018 RECOMMENDED BUDGET
ESTIMATED REVENUES		
Dept 400-REVENUE CONTROL		
509-400-571.00	STATE GRANT - DNR	400,000
509-400-640.00	PUMP OUT - MARINA	1,600
509-400-646.00	GENERAL MERCHANDISE	1,000
509-400-646.01	GASOLINE/FUEL	150,000
509-400-646.11	DIESEL / FUEL	105,000
509-400-652.01	SEASONAL SLIP - MARINA	88,000
509-400-652.02	TRANSIENT SLIP - MARINA	21,000
509-400-652.03	PARKING	4,000
509-400-699.00	FUND EQUITY	77,145
509-400-699.99	TRANSFER IN	400,000
Totals for dept 400-REVENUE CONTROL		<hr/> 1,247,745

BUDGET REPORT FOR CHEBOYGAN COUNTY  
Fund: 509 COUNTY MARINA

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2018  
RECOMMENDED  
BUDGET

GL NUMBER	DESCRIPTION	
ESTIMATED REVENUES		
TOTAL ESTIMATED REVENUES		1,247,745
APPROPRIATIONS		
Dept 752-COUNTY MARINA		
509-752-706.00	PER DIEM	1,800
509-752-711.00	RETIREMENT EXPENSE	100
509-752-712.00	FRINGE	8,383
509-752-720.00	SEASONAL	59,917
509-752-727.00	OFFICE SUPPLIES	500
509-752-730.00	POSTAGE	100
509-752-744.00	OTHER SUPPLIES	1,200
509-752-747.10	FUEL/OIL	600
509-752-799.00	GENERAL MERCHANDISE PURCHASE	1,000
509-752-799.01	GASOLINE/FUEL PURCHASE	204,700
509-752-799.02	OIL PURCHASE	100
509-752-827.00	MEMBERSHIP & SUBSCRIPTIONS	100
509-752-852.00	TELEPHONE	3,000
509-752-863.10	TRAVEL/LODGING/MEALS ETC	875
509-752-872.00	LICENSING FEES	300
509-752-900.00	ADVERTISING	2,000
509-752-910.05	INSURANCE	1,000
509-752-920.00	UTILITIES	12,000
509-752-934.00	BLDG REPAIRS & MAINT	6,000
509-752-935.00	EQUIPMENT REPAIRS	500
509-752-938.00	REPAIRS AND MAINTENANCE - DOCKS	31,821
509-752-938.02	REPAIRS AND MAINTENANCE - LAUNCH F	700
509-752-949.00	EQUIP RENTAL	750
509-752-950.00	EQUIPMENT	500
509-752-954.00	ALLOCATED COST	25,854
509-752-957.00	EMPLOYEE TRAINING	300
509-752-959.12	MC/VISA FEES	5,000
509-752-968.01	DEPRECIATION	77,145
509-752-970.00	CAPITOL OUTLAY	800,000
509-752-977.00	OFFICE EQUIP & FURNITURE	500
509-752-977.10	INTERNET WIRELESS ACCESS	1,000
Totals for dept 752-COUNTY MARINA		1,247,745

BUDGET REPORT FOR CHEBOYGAN COUNTY  
Fund: 509 COUNTY MARINA

GL NUMBER	DESCRIPTION	2018 RECOMMENDED BUDGET
APPROPRIATIONS		
TOTAL APPROPRIATIONS		<u>1,247,745</u>
NET OF REVENUES/APPROPRIATIONS - FUND 509		
BEGINNING FUND BALANCE		
ENDING FUND BALANCE		

BUDGET REPORT FOR CHEBOYGAN COUNTY  
Fund: 516 100% TAX PAYMENT FUND

GL NUMBER	DESCRIPTION	2018 RECOMMENDED BUDGET
<hr/>		
ESTIMATED REVENUES		
Dept 400-REVENUE CONTROL		
516-400-699.00	FUND EQUITY	3,292,275
Totals for dept 400-REVENUE CONTROL		<hr/> 3,292,275

BUDGET REPORT FOR CHEBOYGAN COUNTY  
Fund: 516 100% TAX PAYMENT FUND

GL NUMBER	DESCRIPTION	2018 RECOMMENDED BUDGET
ESTIMATED REVENUES		
TOTAL ESTIMATED REVENUES		<u>3,292,275</u>
APPROPRIATIONS		
Dept 902-APPRO/TRANSFERS TO OTHER FUNDS		
516-902-999.00	TRANSFER OUT	3,292,275
Totals for dept 902-APPRO/TRANSFERS TO OTHER FUNDS		<u>3,292,275</u>
TOTAL APPROPRIATIONS		<u>3,292,275</u>
NET OF REVENUES/APPROPRIATIONS - FUND 516		
BEGINNING FUND BALANCE		
ENDING FUND BALANCE		

BUDGET REPORT FOR CHEBOYGAN COUNTY  
Fund: 517 TAX FORCLOSURE FUND

GL NUMBER	DESCRIPTION	2018 RECOMMENDED BUDGET
<hr/>		
ESTIMATED REVENUES		
Dept 400-REVENUE CONTROL		
517-400-699.00	FUND EQUITY	404,944
Totals for dept 400-REVENUE CONTROL		<hr/> 404,944

BUDGET REPORT FOR CHEBOYGAN COUNTY  
Fund: 517 TAX FORCLOSURE FUND

GL NUMBER	DESCRIPTION	2018 RECOMMENDED BUDGET
ESTIMATED REVENUES		
TOTAL ESTIMATED REVENUES		<u>404,944</u>
APPROPRIATIONS		
Dept 253-COUNTY TREASURER		
517-253-999.00	TRANSFER OUT	404,944
Totals for dept 253-COUNTY TREASURER		<u>404,944</u>
TOTAL APPROPRIATIONS		<u>404,944</u>
NET OF REVENUES/APPROPRIATIONS - FUND 517		
BEGINNING FUND BALANCE		
ENDING FUND BALANCE		

GL NUMBER	DESCRIPTION	2018 RECOMMENDED BUDGET
ESTIMATED REVENUES		
Dept 400-REVENUE CONTROL		
561-400-625.99	GRAND STAND ENTRY FEE	7,000
561-400-646.00	GENERAL MERCHANDISE	300
561-400-650.00	ENT FEES/4H	200
561-400-650.06	ENT FEES/OPEN CLASS	5,500
561-400-652.00	GATE ADMISSIONS	35,100
561-400-654.99	GRAND STAND RECEIPTS	46,100
561-400-655.03	50/50 RAFFLE	5,300
561-400-668.01	RENTS/COMMERCIAL	3,000
561-400-668.02	RENTS / STALL AND PEN	750
561-400-669.00	BLDG & GROUNDS RENTAL	2,000
561-400-672.00	CARNIVAL	45,000
561-400-673.01	CAMPING	3,500
561-400-675.02	FF/SPONSOR FEES	13,000
561-400-676.00	CONT FROM OTHER FUNDS	7,306
561-400-676.01	REIMBURSEMENTS	200
561-400-698.00	MISC	2,500
561-400-699.98	VOL. CREDIT - TRANSFER IN	6,500
561-400-699.99	TRANSFER IN	12,050
Totals for dept 400-REVENUE CONTROL		195,306

2018  
RECOMMENDED  
BUDGET

GL NUMBER	DESCRIPTION	
ESTIMATED REVENUES		
TOTAL ESTIMATED REVENUES		195,306
APPROPRIATIONS		
Dept 556-GENERAL FAIR EXPENDITURES		
561-556-700.02	FAIR PREMIUM ACCT	12,800
561-556-702.02	SALARIES/OFFICERS	9,500
561-556-702.04	TICKET SELLERS	4,500
561-556-702.08	PARKING ATTENDANTS	1,000
561-556-703.20	PROJECT MANAGER	6,006
561-556-705.17	JUDGES	4,000
561-556-706.00	PER DIEM	11,200
561-556-712.00	FRINGE	4,831
561-556-720.00	SEASONAL	15,989
561-556-724.07	FREE ENTERTAINMENT/CONCERT EXPENSE	9,000
561-556-725.18	50/50 PAYOUT/EXPENSES	3,140
561-556-725.19	KID'S DAY EXP	4,000
561-556-725.20	LADIES DAY EXP	500
561-556-725.22	RIBBONS/TROPHIES ETC	250
561-556-725.23	PENNANTS/BUNTING ETC	1,750
561-556-725.35	MEN'S DAY EXP	250
561-556-727.00	OFFICE SUPPLIES	800
561-556-730.00	POSTAGE	250
561-556-744.00	OTHER SUPPLIES	3,000
561-556-744.27	TEEN ZONE EXPENSES	400
561-556-746.00	UNIFORMS	1,600
561-556-747.10	FUEL/OIL	250
561-556-810.00	CONTRACTUAL SERVICES	8,000
561-556-810.20	SIGNS FOR FAIR	1,200
561-556-810.98	SPECIAL ACTIVITIES	1,000
561-556-810.99	FAIR EVENTS	38,000
561-556-827.00	MEMBERSHIP & SUBSCRIPTIONS	600
561-556-863.12	LODGING/MEALS/TRAINING	1,000
561-556-863.17	FAIR WEEK MEALS	2,800
561-556-872.00	LICENSING FEES	400
561-556-900.00	ADVERTISING	14,000
561-556-920.00	UTILITIES	800

GL NUMBER	DESCRIPTION	2018 RECOMMENDED BUDGET
APPROPRIATIONS		
Dept 556-GENERAL	FAIR EXPENDITURES	
561-556-930.00	GROUNDS MAINT/EQUIP	1,000
561-556-935.00	EQUIPMENT REPAIRS	750
561-556-949.00	EQUIP RENTAL	7,000
561-556-954.00	ALLOCATED COST	12,050
561-556-955.01	CARRIED FORWARD FUND EQUITY	8,608
561-556-959.00	MISC	182
561-556-959.03	PAID STALL REFUNDS	500
561-556-959.04	PAID GENERAL REFUNDS	100
561-556-970.01	EQUIPMENT - NEW	1,000
561-556-977.00	OFFICE EQUIP & FURNITURE	500
561-556-977.09	WEB DESIGN/TRAIN/CONSULT	300
561-556-977.62	COMPUTER-HARD/SOFT/MAINT	500
Totals for dept 556-GENERAL FAIR EXPENDITURES		195,306
TOTAL APPROPRIATIONS		195,306
NET OF REVENUES/APPROPRIATIONS - FUND 561		
BEGINNING FUND BALANCE		
ENDING FUND BALANCE		

BUDGET REPORT FOR CHEBOYGAN COUNTY  
Fund: 588 STRAITS REGIONAL RIDE

GL NUMBER	DESCRIPTION	2018 RECOMMENDED BUDGET
ESTIMATED REVENUES		
Dept 400-REVENUE CONTROL		
588-400-504.01	FEDERAL OPERATING REV 5311	171,094
588-400-504.02	FEDERAL EQUIP REV	405,284
588-400-550.10	STATE OF MI REIMBURSEMENT	354,272
588-400-550.20	STATE OF MI EQUIP REV	101,321
588-400-581.00	REV FROM OTHER COUNTIES	22,643
588-400-583.00	LOCAL GRANTS	28,000
588-400-654.01	PASSENGER FARES	71,500
588-400-654.02	SPECIAL TRANSIT FARES	124,862
588-400-654.03	STRAITS AREA SERVICE REIMBURSEMENT	125,000
588-400-676.08	CONTR FROM OTHER FUNDS	103,152
588-400-699.00	FUND EQUITY	140,577
Totals for dept 400-REVENUE CONTROL		1,647,705

2018  
RECOMMENDED  
BUDGET

GL NUMBER	DESCRIPTION	
ESTIMATED REVENUES		
TOTAL ESTIMATED REVENUES		1,647,705
APPROPRIATIONS		
Dept 599-PUBLIC TRANSPORTATION		
588-599-702.01	SALARIES/DIRECTORS	54,762
588-599-704.05	OVERTIME	3,442
588-599-711.00	RETIREMENT EXPENSE	47,689
588-599-712.00	FRINGE	179,500
588-599-718.01	OPERATORS	170,390
588-599-718.02	OTHER ADMINISTRATIVE	33,293
588-599-718.03	DISPATCHERS	18,073
588-599-719.01	OPERATORS	130,758
588-599-719.03	DISPATCHERS	12,220
588-599-727.00	OFFICE SUPPLIES	1,200
588-599-728.00	PRINTED MATTER	750
588-599-730.00	POSTAGE	175
588-599-744.00	OTHER SUPPLIES	330
588-599-747.10	FUEL/OIL	121,500
588-599-810.00	CONTRACTUAL SERVICES	9,300
588-599-827.00	MEMBERSHIP & SUBSCRIPTIONS	1,000
588-599-852.00	TELEPHONE	2,800
588-599-853.00	CELL PHONE	1,800
588-599-863.10	TRAVEL/LODGING/MEALS ETC	1,000
588-599-900.00	ADVERTISING	1,800
588-599-910.05	INSURANCE	11,500
588-599-930.02	VEHICLE MATERIALS AND SUPPLIES	9,500
588-599-936.00	VEHICLE REPAIRS & MAINT	86,800
588-599-937.06	COPY MAINTENANCE AGREEMENTS	350
588-599-940.00	RENT	18,000
588-599-954.00	ALLOCATED COST	45,991
588-599-959.01	COUNTY AUDIT	2,000
588-599-968.01	DEPRECIATION	140,577
588-599-976.00	EQUIP BUSES AND VEHICLES	506,605
588-599-977.00	OFFICE EQUIP & FURNITURE	500
588-599-977.10	INTERNET WIRELESS ACCESS	900
588-599-977.60	NEW VEHICLE PURCHASE	28,000

BUDGET REPORT FOR CHEBOYGAN COUNTY  
Fund: 588 STRAITS REGIONAL RIDE

GL NUMBER	DESCRIPTION	2018 RECOMMENDED BUDGET
<hr/>		
APPROPRIATIONS		
Dept 599-PUBLIC TRANSPORTATION		
588-599-977.62	COMPUTER-HARD/SOFT/MAINT	5,200
Totals for dept 599-PUBLIC TRANSPORTATION		<hr/> 1,647,705
TOTAL APPROPRIATIONS		<hr/> 1,647,705
<hr/>		
NET OF REVENUES/APPROPRIATIONS - FUND 588		
BEGINNING FUND BALANCE		
ENDING FUND BALANCE		

BUDGET REPORT FOR CHEBOYGAN COUNTY  
Fund: 595 JAIL COMMISSARY FUND

GL NUMBER	DESCRIPTION	2018 RECOMMENDED BUDGET
<hr/>		
ESTIMATED REVENUES		
Dept 400-REVENUE CONTROL		
595-400-626.00	JAIL COMMISSARY FUND	135,000
Totals for dept 400-REVENUE CONTROL		<hr/> 135,000

BUDGET REPORT FOR CHEBOYGAN COUNTY  
Fund: 595 JAIL COMMISSARY FUND

GL NUMBER	DESCRIPTION	2018 RECOMMENDED BUDGET
ESTIMATED REVENUES		
TOTAL ESTIMATED REVENUES		135,000
APPROPRIATIONS		
Dept 351-CORRECTIONS/COMMUNICATIONS		
595-351-727.03	INMATE SUPPLIES	129,427
595-351-810.93	INMATE SERVICES	1,500
595-351-954.00	ALLOCATED COST	4,073
Totals for dept 351-CORRECTIONS/COMMUNICATIONS		135,000
TOTAL APPROPRIATIONS		135,000
NET OF REVENUES/APPROPRIATIONS - FUND 595		
BEGINNING FUND BALANCE		
ENDING FUND BALANCE		

BUDGET REPORT FOR CHEBOYGAN COUNTY  
Fund: 802 REVOLVING DRAIN FUND

GL NUMBER	DESCRIPTION	2018 RECOMMENDED BUDGET
<hr/>		
ESTIMATED REVENUES		
Dept 400-REVENUE CONTROL		
802-400-699.00	FUND EQUITY	100
Totals for dept 400-REVENUE CONTROL		<hr/> 100

BUDGET REPORT FOR CHEBOYGAN COUNTY  
Fund: 802 REVOLVING DRAIN FUND

GL NUMBER	DESCRIPTION	2018 RECOMMENDED BUDGET
<hr/>		
ESTIMATED REVENUES		
TOTAL ESTIMATED REVENUES		<hr/> 100
APPROPRIATIONS		
Dept 275-DRAIN COMMISSIONER		
802-275-700.00	EXPENDITURE CONTROL	100
Totals for dept 275-DRAIN COMMISSIONER		<hr/> 100
TOTAL APPROPRIATIONS		<hr/> 100
NET OF REVENUES/APPROPRIATIONS - FUND 802		
BEGINNING FUND BALANCE		
ENDING FUND BALANCE		
ESTIMATED REVENUES - ALL FUNDS		38,101,841
APPROPRIATIONS - ALL FUNDS		38,101,841
NET OF REVENUES/APPROPRIATIONS - ALL FUNDS		
BEGINNING FUND BALANCE - ALL FUNDS		
ENDING FUND BALANCE - ALL FUNDS		

# **CAPITAL IMPROVEMENT PROGRAM**

# CAPITAL IMPROVEMENTS PROGRAM

The following is an excerpt of the County's Capital Improvements program adopted by the Planning Commission and County Board of Commissioners identifying projects to be completed in 2018.

## **Introduction**

The Michigan Planning Enabling Act (Act 33, 2008) requires local municipalities that have adopted a master plan to annually prepare a capital improvements program.

The Act provides that the capital improvements program show those public structures and improvements, in general order of their priority that in the judgment of the Planning Commission will be needed or desirable and can be undertaken within the ensuing 6-year period.

A capital improvements program is a blueprint for planning capital improvement expenditures. The inclusion of a project in a capital improvement program will not require any public entity or department of the county to fund or complete the project. It is a planning tool that can coordinate community planning, financial capacity and physical development.

This report has been prepared and projected on a one-time cash basis that lists the potential project and its estimated cost as provided by various agencies and departments of the county. This cash method of reporting may suggest a substantial one-time cost for many improvements. Not considered are such factors as debt amortization or shared expenses such as grants or other financial aid.

The projects listed in this report reflect the Planning Commission's determination that they are needed or desirable and that they do not conflict with the Master Plan in general order priority.

## **Definition**

Capital improvements or the purposes of this capital improvements program shall be defined as additions to County assets which are the result of construction or purchase of land, buildings or facilities or renovations of the same, with an estimated useful life of five (5) years or more and exceed an estimated cost of \$15,000.00

## **Procedure**

- a) The staff of the Community Development Department will gather project information from the agencies and departments within the county for inclusion in the CIP and present the same to the Cheboygan County Planning Commission.
- b) The proposed projects are reviewed by the Planning Commission. Agency and department representatives will provide a report to the Planning Commission by request.
- c) The Planning Commission will review the project information and select which projects should be included in the CIP and place such projects in a general order of priority.
- d) The staff of the Community Development Department will present a draft CIP to the Planning Commission for review.
- e) The Planning Commission holds a public hearing on the draft CIP and may make changes to the draft CIP accordingly.
- f) The Planning Commission will forward the final draft CIP, along with a recommendation, to the Cheboygan County Board of Commissioners.
- g) The Cheboygan County Board of Commissioners will approve, modify or reject with reasons, the CIP.
- h) The Planning Commission will annually update the CIP utilizing the above procedure.

## **Project Prioritizing**

Projects are presented in a general order of priority in consideration of factors listed in the following categories:

- a) Needed (essential, should do)
  - Satisfies a legal obligation
  - Corrects a condition dangerous to public health and safety
  - Reduces future operating and maintenance costs
  - Leverages local, state or federal funds.
  - Prevents irreparable damage to a valuable public facility
  - Stimulates economic growth and private investment
  - Addresses an objective of the Cheboygan County Comprehensive Plan
  
- b) Desirable (important, could do)
  - Provides a new or expanded level of service
  - Provides a facility improvement adding efficiency or increase in use with minimal or no operating cost increase.
  - Enhances cultural or natural resources.

## **Project Descriptions**

### **Needed Project Category**

The following is an excerpt of capital improvement projects identified in the County's Capital Improvement Plan. Projects identified for the budget document are associated only with facilities owned, operated or funded by the county.

## **Cheboygan County Capital Improvements Program**

### **Project Description**

#### **Cheboygan County Capital Improvement Program**

#### **Project Description**

**Project Title:** Phase II Animal Shelter Renovation.

**Agency:** Animal Control/Humane Society

**Project Type:** Facility Improvement

**Project Description:** Complete Phase II of the proposed Animal Shelter Renovation- Includes replacement and renovation of the existing dog kennel area, food prep area, isolation kennel, night drop off kennels. This is the final area to complete of this multi-year project.

**Year(s) of Project:** 2018

**Estimated Cost:** \$220,000

**Planning Commission Priority Category:** Needed

## **Cheboygan County Capital Improvements Program**

### **Project Description**

**Project Title:** County Building trim panel/ window replacement

**Agency:** Cheboygan County

**Project Type:** Facility Improvement

**Project Description:** Replacement of panels and windows which face the interior parking lot on the north side of the County Building. The panels were installed with the original construction of the county building. Smaller energy efficient windows with new wall replacement are planned.

**Year of Project:** 2018

**Estimated Cost:** \$65,000

**Planning Commission Priority Category:** Needed

## **Cheboygan County Capital Improvements Program**

### **Project Description**

**Project Title:** Doris Reid Center Improvements.

**Agency:** County Building Maintenance Department

**Project Type:** Facility Maintenance and Improvement.

**Project Description:** The building is in need extensive interior remodeling, window and door replacement. County crews will continue interior renovations of the upper floor of the building.

**Year(s) of Project:** 2018- ongoing

**Estimated Cost:** Phase I \$240,000

**Planning Commission Priority Category:** **Needed**

## **Cheboygan County Capital Improvements Program**

### **Project Description**

**Project Title:** County Building Energy Efficiency Upgrades

**Agency:** County Building Maintenance

**Project Type:** Facility Improvement

**Project Description:** Several energy efficiency upgrades are planned over a three year period. The upgrades include replacement of air condition units, new energy efficient valves and fixtures in the restrooms, automatic light switches were practical throughout the building. The upgrades will reduce energy costs which will pay for the cost of improvements over time.

**Est. Project Year** 2017 to 2021

**Estimated Cost:** \$20,000 each year

**Planning Commission Priority Category:** Desirable

## **Cheboygan County Capital Improvement Program**

### **Project Description**

**Project Title:** Fuel Tank and Fuel Dock Replacement and Upgrade

**Agency:** Cheboygan County Marina

**Project Type:** Facility Replacement

**Project Description:** Existing fuel dock and fuel tank at the Marina was constructed and installed in 1988. A new wood dock is proposed to replace the existing dock. Replacement of the existing fuel storage tank is also proposed.

**Year(s) of Project:** Contingent on Obtaining Funding – 2018-19

**Estimated Cost:** \$800,000

**Planning Commission Priority Category:** Needed

## **Cheboygan County Capital Improvement Program**

### **Project Description**

**Project Title:** Jail Expansion/Storage Project

**Agency:** Cheboygan County

**Project Type:** Building Additions

**Project Description:** The County has completed preliminary plans and cost estimates to construct a kitchen facility, inmate dorm area as well as security upgrades to the Jail. The second phase of the project would consist of construction of storage area for the Sheriff's Marine-Trail vehicles and equipment as well as a record storage area.

**Year(s) of Project:** 2018-19

**Estimated Cost:** \$2,350,000

**Planning Commission Priority Category:** Needed

## **Cheboygan County Capital Improvements Program**

### **Project Description**

**Project Title:** Sand Road Senior Center Parking lot resurfacing

**Agency:** Cheboygan County Council on Aging

**Project Type:** Facility Maintenance

**Project Description:** The current paved parking area needs to be resurfaced and striped. Additionally, the area in front of the small garage has no paving and is soft and difficult to plow. Repairs to cracked areas are also needed to prevent trips/falls from unsteady seniors.

**Year of Project:** 2018

**Estimated Cost:** \$55,404

**Planning Commission Priority Category:** Needed

**DEPARTMENT  
GOALS AND OBJECTIVES**

## 53rd CIRCUIT COURT

The mission of the 53<sup>rd</sup> Circuit Court is to serve the public in a courteous and efficient manner to administer justice with integrity and equality in a manner that inspires public trust.

The 53<sup>rd</sup> Circuit Court has jurisdiction in all civil cases involving \$25,000 or more, cases seeking equitable relief, felony criminal cases and serious misdemeanors, and all domestic relations matters (divorces, personal protection cases, paternities, custody, child support and parenting time cases). The Court also has jurisdiction over appeals from the 89<sup>th</sup> District Court and from administrative agencies. The 53<sup>rd</sup> Circuit Court includes both Cheboygan County and Presque Isle County.

### GOAL

The Goal of the 53<sup>rd</sup> Circuit Court is to abide by Trial Court Standards and Caseload Management Time Guidelines as directed by the Michigan Supreme Court and State Court Administrative Office.

### OBJECTIVES:

- Continue to provide quality service to the public in a cost efficient manner.
- Continue to provide Court users with information and assistance so they can efficiently complete their Court business.
- Continue to review work processes and procedures to contain operational cost, increase efficiency and improve service quality.
- Continue the Cheboygan County Drug Court Program, promoting safety by intense judicial monitoring and treatment of non-violent criminal substance abusers. The integration of criminal justice and treatment programs will reduce crime, save taxpayer dollars and promote individual responsibility.
- Maintain existing grant funding for Drug Court and pursue additional forms of funding to address organizational needs.

- Continue to use effective practices to increase collection rates for Court ordered reimbursement, fines, fees, restitution and court cost.
- Develop information concerning the Court and case information for on-line access through the County's web site.
- Continue to provide necessary training to Court employees to insure a highly skilled workforce.
- Continue to recognize staff for their good work and service to the Courts and community.
- Utilize technology to contain cost and improve Court efficiency and service.

# 89<sup>TH</sup> DISTRICT COURT

## Goals and Objectives

The **JURISDICTION** of the 89<sup>th</sup> District Court is divided into three divisions – criminal, civil and traffic. All criminal cases; whether misdemeanor or felony, begin in District Court. The criminal division of the District Court handles a wide range of criminal proceedings including misdemeanor and felony offenses. The Civil Division of the court has jurisdiction over all civil disputes where the amount in controversy is less than \$25,000, small claims and landlord tenant cases. The Traffic Division processes all civil infractions, which include minor traffic matters, some Department of Natural Resource matters and certain misdemeanor cases. Additionally, the Probation Department provides services to the judge, victims and probationers.

The **MISSION STATEMENT** of the 89<sup>th</sup> Judicial District Court is to serve the public in an informed, efficient manner, with equal treatment for all, according to the law. Employees strive to work as a team with a common goal of public service.

### **GOAL: PROVIDE QUALITY SERVICE**

The 89<sup>th</sup> District Court strives to provide quality service to the public and legal community.

#### **QUALITY SERVICE OBJECTIVES:**

- Foster a user-friendly environment, treating all people with respect, dignity and fairness.
- Provide service in a timely and courteous manner.
- Focus on customer satisfaction and consistency by being receptive and responsive to customer needs.
- Maintain institutional knowledge and business practices, in an effort to offer guidance for new and seasoned employees.
- Continue to review court procedures and practices to insure quality service in a cost effective manner.
- Provide training, resources and support to insure employees are knowledgeable in all facets of District Court to assist customers.
- Employees shall be ambassadors of the 89<sup>th</sup> District Court and strive to represent the court in a positive manner.

## **GOAL: BUDGET**

The 89<sup>th</sup> District Court strives to respect the interests of the taxpayers and our funding unit by continuously seeking ways to stay within or reduce the budget while maintaining quality service to the public.

### **BUDGET OBJECTIVES:**

- When retirements occur, review workload to determine if reorganization of duties can be accomplished before decision is made to hire new employee.
- Review budget to determine if cuts can be made.
- Continue to review practices and services to provide greater efficiencies in coordination with elected officials, county departments and other units of government.
- Continue to pursue collection of fines, costs and restitution through show cause and tax garnishments.

## **GOAL: TECHNOLOGY**

The 89<sup>th</sup> District Court will utilize technology that will assist court personnel to increase public and legal community access and convenience to the court.

### **TECHNOLOGY OBJECTIVES:**

- Continue computer training of staff to maximize the use of programs and to improve efficiency and tracking of cases.
- Continue testing Judicial Management Systems Next Generation software.
- Continue to pursue electronic citations for other local agencies i.e. Tuscarora Police, City Police and Mackinaw Police.
- Evaluate the cost effectiveness and efficiency of an imaging storage system for court records.
- Continue to improve ways for public and legal community to gain access to public information of the 89<sup>th</sup> District Court through technology.

- Continually update website to make it user friendly, provide relevant and helpful information to the public and legal community.
- Continue to work with Judicial Management Systems to further develop our electronic court calendar as well as online probation reporting features to improve court efficiency.

## **GOAL: COMMUNICATION**

The 89<sup>th</sup> District Court strives to create an atmosphere of teamwork, cooperation, openness and accountability.

### **COMMUNICATION OBJECTIVES:**

- Share important management information with staff through quality communication and staff meetings.
- Implement employee surveys.
- Foster a cooperative environment through communication between Court, Prosecutor's Office, Police Agencies, Public Defenders Officer, Legal Community, Community Service Agencies and Treatment agencies encouraging the spirit of cooperation among agencies.
- Meet with the funding unit to apprise members of 89<sup>th</sup> District Court activity.
- Prepare annual report.

## **GOAL: TRIAL COURT PERFORMANCE STANDARDS**

The 89<sup>th</sup> District Court strives to comply with all Trial Court Performance Standards promulgated by the Michigan Supreme Court.

### **TRIAL COURT PERFORMANCE OBJECTIVES:**

#### **General Civil and Miscellaneous Civil Cases**

- 99% adjudicated within 273 days from case filing
- 100% adjudicated within 455 days from case filing

#### **Summary Civil Cases without Jury Demand, including small claims, landlord/tenant, and land contract actions**

- 95% adjudicated within 126 days from case filing

#### **Summary Civil Cases with Jury Demand, including landlord/tenant and land contract actions**

- 65% adjudicated within 154 days from case filing

#### **Statute and Ordinance Misdemeanor Cases, including misdemeanor drunk driving and misdemeanor traffic**

- 85% adjudicated within 63 days from first appearance
- 95% adjudicated within 126 days from first appearance

#### **Felony and Extradition/Detainer\* Cases**

- 60% of preliminary examinations held within 14 days of arraignment
- 75% of preliminary examinations held within 28 days of arraignment

\*This percent includes cases bound over to circuit court, reduced to a misdemeanor, or dismissed. Case age of Extradition/Detainer cases is measured from the time of arraignment to the time of the hearing or the time when the hearing was waived.

#### **Civil Infraction Proceedings, including traffic, non-traffic, and parking cases**

- 90% adjudicated within 35 days from case filing
- 98% adjudicated within 84 days from case filing

## **GOAL: IMPLEMENT SOBRIETY COURT**

The 89<sup>th</sup> District Court strives to provide sobriety court participants with the education, tools and support system to lead an alcohol free life.

### **IMPLEMENT SOBRIETY COURT OBJECTIVES:**

- Operate Sobriety Court without additional cost to tax payers or funding unit.
- Pursue grants to fund Sobriety Court if needed.

## **GOALS AND OBJECTIVES**

### **CHEBOYGAN COUNTY PROBATE AND FAMILY COURT**

#### **JURISDICTION OF CHEBOYGAN COUNTY PROBATE AND FAMILY COURT**

encompasses decedent's estates, trusts, wills, conservatorships, guardianships, mental health proceedings, registration of foreign births, advance directives proceedings, unpublicized marriage licenses, lost instruments, kidney donation by minor, support of poor person, uniform transfers to Minors Act proceedings, drain appeals, Soldier's Relief and State Boundary Commission, delinquency and child protection proceedings, juvenile guardianships, minor personal protection matters, names changes, adoptions, infectious disease issues, safe delivery of newborns, waivers of parental consent proceedings, and emancipations.

The **MISSION STATEMENT** of the Cheboygan County Probate and Family Court is that it serves the public, protects rights, interprets and upholds the law, and provides fair, accessible, effective and responsive forums for the resolution of all matters coming under its jurisdiction.

The **VISION STATEMENT** of the Cheboygan County Probate and Family Court is that it will provide leadership for the continuous improvement of a justice system that is responsive to the diverse and changing needs of the public and accountable for the efficient and effective use of public resources.

The **GOAL** of the Cheboygan County Probate and Family Court is to abide by Trial Court Standards and Caseload Management Time Guidelines as directed by the Michigan Supreme Court and State Court Administrative Office.

#### **OBJECTIVES:**

- Continue to review Court processes and procedures to insure quality service in a cost effective manner.
- Utilize the court audio recording system to document court proceedings and continue the implementation and use of the system to improve efficiency and quality of court recordings.
- Continue to utilize electronic court calendar to improve court efficiency.
- Continue computer training of staff to maximize use of computer assets and improve efficiency.
- Review long and short term records storage needs to maintain State records retention guidelines.

- Continue efforts to improve the court offices and courtroom for handicap accessibility.
- Continue to update and maintain equipment, including stand up work stations for staff that desire them for medical issues.
- Continue to update computer software and technology.
- Continue to maintain funding for training and education.
- Continue to be involved in and support community service agencies that assist the people that the court serves.
- Continue the use of mediation services to reduce court cost time and cost.
- Continue development of the Juvenile Independence Court for juveniles through use of Child Care funds.
- Continue to improve collections by investigating the possibility of pursuing federal tax garnishment.
- Improve and increase information available and public access to Supreme Court forms and informational websites to aid the public in use and understanding court forms and procedures through the Court's County website.
- Continue recognizing adopting families on Adoption Day. Organize a Family Reunification Day recognizing the return of children to their families.
- Continue to seek fair court employee compensation based on Cheboygan County Board of Commissioners stated goal to use comparables from similar counties for court personnel.
- Implement Teen Court Program as educational and rehabilitative tool for the court.
- Develop new protocols to improve addressing truancy and suspension of students county wide.
- Institute improved procedures for addressing sexual offenders and victims.

## **FINANCE DEPARTMENT**

The mission of the Finance Department is to provide the highest level of customer service to its internal and external customers. The Finance Department is committed to providing timely, accurate, clear and complete financial information and support to departments, elected officials and citizens.

### **GOALS**

- Report the financial position and economic condition of the County in an accurate, timely, consistent, reliable manner, leading to the publication of a Comprehensive Annual Financial Report (CAFR) that receives an unqualified audit opinion.
- Continue to work with departments to provide access to financial information in a timely manner to improve efficiency and quality of County services.
- Continue a fiscally sound approach to County finances to ensure that expenditures do not exceed the resources available and a balanced budget is maintained.
- Issue payments to employees and vendors, for goods and services delivered, in a timely and accurate manner.
- Ensure the integrity of departmental work products and the continued use of best practices through the professional development of Finance Department staff.
- Maintain high standards of excellence in order to provide the highest level of service to our customers.

## OBJECTIVES

- Participate in review of organizational process from a financial perspective to identify efficiency, process and program improvements to become more cost efficient and improve service delivery to internal and external customers.
- Continue review of organization's financial policies to recommend amendments when necessary.
- Continue to improve the budget process and document to comply with the requirements necessary to submit for Government Finance Officers Association Distinguished Budget Award.
- Continue progress toward enhanced use of program measurements in the budget and operational decision making process.
- Increase availability of financial reports, policies and data on the County's web site or internal server.
- Encourage and provide technical training opportunities for all staff.
  - ✓ Schedule annual updates for employees on accounting software capabilities and enhancements.
- Continue review of cost associated with building utilities in coordination with the maintenance department to improve energy efficiency and contain cost.
- Encourage automation in the processing and reporting of financial data.
  - ✓ Research software options for automating time sheet entry into the payroll system.
- Update the performance dashboard required under the Economic Vitality and Incentive Program.
- Research and develop measurement standards for all County programs.
  - ✓ Examine information gathered by the Michigan Local Government Benchmarking Consortium created by Michigan State University Extension

## **ADMINISTRATION**

The mission of the Administrator is to provide leadership, management, coordination and collaboration to implement county board policies and to achieve the County's goals and objectives according to all applicable federal, state and local laws.

The County administrator also strives to establish an innovative team environment with department heads, elected officials and collaborative partners to provide the highest level of customer service in the most efficient and fiscally responsible method to the residents, businesses and visitors of Cheboygan County.

### **GOAL: PUBLIC SAFETY**

The County will focus on providing services beneficial to the Citizens of Cheboygan County in the areas of Public Health, Safety and Security.

#### **PUBLIC SAFETY OBJECTIVES:**

- County departments and staff will continue to enforce laws and ordinances to protect the health, safety, and welfare of the Citizens of Cheboygan County.
- Staff will continue to monitor laws and ordinances to report changes in conditions or conflicts to the County Commission that may result in an amendment to existing policy and ordinances or the creation of new policies and ordinances.
- Continue to work with Commissioners, legal counsel, elected officials and department heads to review, update and research policy, ordinances and programs.
- Provide research and analysis of public safety programs and services to Commissioners.
- Cheboygan County is committed to being prepared in the case of emergency and will continue to work with CCEOEM concerning hazard mitigation plans and preparedness drills.

**GOAL: PROVIDE QUALITY COUNTY SERVICES**

The County strives to provide quality services to the residents, business owners, and visitors in the most efficient and courteous manner.

**CUSTOMER SERVICE OBJECTIVES:**

- Review services provided by each department to determine ways to improve efficiency and service excellence implementing the principles of Lean Government.
- Focus on customer satisfaction by being receptive and responsive to customer needs.
- Employees shall remain courteous, pleasant and positive.
- Each employee shall be an ambassador of the County and shall strive to represent the County in a positive manner.
- Services shall be delivered consistently and dependably.
- Employees shall take action to resolve concerns, problems or complaints.

**PUBLIC RELATIONS OBJECTIVES:**

- Promote positive communication by being responsive, listening to concerns and providing a courteous timely and accurate response.
- Inform the public, business owners, residents, and visitors of policy discussions, programs and activities through press releases, the County's Web Page and through direct written and verbal communication when appropriate.
- Continue to promote correspondence with cities, villages and township boards, state, federal and collaborative agencies, and school districts when relevant through verbal, written, and electronic communication.

**BUDGET AND EFFICIENCY OBJECTIVES:**

- Continue to work with Commissioner's, Elected Officials, Department Heads, Staff and Auditors to maintain the financial integrity of the County and to meet financial policy directives.

- Work with Elected Officials and Department Heads to review departmental work processes to increase efficiency and improve service delivery to customers.
- Continue to develop the budget to conform to GASB Standards and to meet Government Finance Officers Association standards.
- Continue to review funds and activity to monitor revenue and expenditures through the fiscal year.
- Report to Commissioners changes in conditions that affect the budget.
- Work with Commissioners, Elected Officials and Department Heads to formulate proposed budgets for the next fiscal year based on goals and objectives.
- Review funds to identify possible revenue enhancements, fees for services, and to provide Commissioners with recommendation for millage and fee rates to assure adequate funds exist to meet goals and objectives.
- Continue to pursue grant opportunities.
- Continue with lease and contract development when required.
- Review efficiency and effectiveness of County Housing Loan Program.

#### **HUMAN RESOURCE OBJECTIVES:**

- Work with Elected Officials and Department Heads to develop activity plans for employees to meet goals and objectives.
- Review department goals and objectives to monitor progress.
- Work with departments to develop organizational wide updates and year-end report to monitor progress on goals and objectives.
- Work with departments to develop performance measurements.
- Continue to facilitate internal communication.
- Review personnel policies and forms for needed updates.
- Provide education to employees concerning personnel policy handbook directives.

- Collect wage and benefit comparison information from communities with similar taxable value and population for use in wage and benefit negotiations.
- Conduct Union Negotiations with employee unions.
- Review and update with departments' employee job descriptions.
- Review existing health care insurance costs to determine if modifications can be done to protect coverage levels while reducing cost.
- Maintain employee retirement system.
- Maintain employee morale.
- Work with Elected Officials and Department Heads to review employee training needs to assess areas of focus and to appropriate funds according to budget allocations to increase employee knowledge, skills, and abilities.
- Continue to identify organizational wide training opportunities concerning areas such as general safety training, computer training and customer service.
- Implement an Employee Safety Committee.

#### **TECHNOLOGY UTILIZATION OBJECTIVES:**

- Continue to use technology to improve service delivery and program implementation.
- Review technology initiatives with IS staff and departments to coordinate activities and appropriate necessary funds.
- Continue development of electronic and web based information and service deliver.

#### **GOAL: ECONOMIC DEVELOPMENT**

Cheboygan County will work to promote and encourage economic Development through our continued efforts of collaborations with our partners.

## **ECONOMIC DEVELOPMENT OBJECTIVES:**

- Continue partnership with Northern Lakes Economic Alliance (NLEA) to provide economic development education and service opportunities to businesses and communities within the County.
- Continue partnership with the Northeast Michigan Council of Governments (NEMCOG) to foster economic development opportunities through participation in the Comprehensive Economic Development Strategy (CEDS) for the region, the Up North Trails web page initiative and providing statistical and educational material for businesses within the County.
- Research the cost and benefit of joining the North West Michigan Council of Governments.
- Work with County Economic Development Commission to identify and implement Goals and Objectives.

## **GOAL:       COLLABORATION-SERVICE**

Cheboygan County will continue to develop and explore the expansion of collaborative activities with government and service agencies.

## **COLLABORATION-SERVICE OBJECTIVES:**

- Continue implementation of renovation of the Doris Reid Building.
- Maintain collaborative initiatives with partner organizations for the following activities:
  - Charlevoix, Cheboygan and Emmet 911
  - Straits Regional Ride
  - District Health Department
  - Cheboygan County Airport
  - Recycling
  - NLEA Economic Development programs
  - Straits Area Narcotics Enforcement
  - Charlevoix, Cheboygan, Emmet Emergency Management Services
  - Straits Area Youth Promotion Academy
  - Northern Cheboygan County Inter-Municipality Planning Committee

**GOAL: ADDRESSING MULTIPLE FACILITY NEEDS**

Cheboygan County will continue the development of capital improvement schedules to maintain County assets.

**CAPITAL IMPROVEMENT OBJECTIVES:**

- Complete improvements to the animal shelter.
- Continue renovation of Reid Building.
- Begin window replacement at the County Building.
- Continue energy efficiency upgrades to facilities.
- Complete Engineering for Marina Fuel Tank and Fuel Dock Replacement Project, Bid Project.
- Bid Jail Expansion Project, complete construction of Jail kitchen, inmate dorm and control room renovations.

## COUNTY CLERK/REGISTRAR OF DEEDS OFFICE

### MISSION STATEMENT

The Cheboygan County Clerk's/Registrar of Deeds Office strive to provide courteous, cost effective and efficient customer service to residents, business owners and visitors of Cheboygan County.

### GOALS

- Maintain Vital Records, Circuit Court Records and County Board of Commissioner's Records in an efficient manner.
- Conduct efficient election services according to State law.
- Maintain the official records of real property within the County in an efficient manner.
- Provide efficient and courteous service to our customers.
- Continue to review processes and procedures based on Lean Government concepts to improve efficiency and customer service.
- Continue to utilize technology to improve efficiency and customer service.

### OBJECTIVES

- Continue to comply with all applicable Michigan Statutes for legal advertisements, notices for public meetings, public records request and record retention requirements.
- Continue efficient and accurate records management by maintaining the electronic and microfilm indexing, storage and archival system.
- Continue efficient registration of voters within the County.
- Efficiently carry out the election duties of ballot printing, voting machine set-up and conducting election schools for poll workers.
- Complete implementation of access to property records through web based vendor.
- Evaluate the need for replacement (with Information System Department) of copier, printer, computer equipment and software to maintain efficient and functional technology equipment.
- Continue development of web-based information by posting and up-loading County meeting notices, agendas and documents on-line.
- Continue to work with County staff, the public and other governmental, non-profit and private agencies to ensure the efficient distribution and recording of public records and documents.

## **EQUALIZATION/GIS DEPARTMENT**

The mission of the Equalization/GIS Department is to provide an accurate projection of market value to all local units in all classes of property within Cheboygan County, as well as to provide reliable property data information, mapping and address enforcement. The Equalization/GIS Department is committed to providing professional technical assistance and quality service to the general public and county residents.

### **GOALS**

- To maintain and provide reliable property data on the County website through cooperative effort with the Geographic Information Systems (GIS) personnel.
- To promote open communications with local units and assessors.
- To enhance Geographic Information Systems (GIS), computer mapping tools, as well as staff field technology.
- To save outdated physical residential record cards in a digital format.
- To meet with staff quarterly on new laws, policies and property tax calendar, as well as required continuing educational courses throughout the calendar year. Regular communication about ongoing studies.

### **OBJECTIVES**

- Continue the enhancement delivery methods of assessment and mapping information to the public, as well as assist the public in the use of the updated Property Search function.
- Encourage and maintain good working relationships with local units and assist assessors with the implementation of property tax law changes.
- Allow Geographic Information Systems (GIS) personnel to continue to improve mapping information and refine address assignment procedures and corrections, as well as allow field staff to complete work more efficiently with electronic record cards and maps vs paper and eliminate unnecessary waste.
- Work toward becoming more paperless, and to use office space more efficiently.
- To cultivate open communication with staff toward cross-training and team-building, and to work together to continue the development of accurate appraisals and estimations of market value for all classes of property within Cheboygan County.

## **DEPARTMENT OF INFORMATION SYSTEMS**

The mission of the Department of Information systems (IS) is to provide the highest level of customer service to its internal and external customers. The department serves as the central point for planning, implementation and support of technology initiatives and infrastructure in the County. The IS team establishes strategic directions for technology and telecommunications, encourages cross-agency collaboration for the mutual benefit of all, and advocates best practices for operations and project management. The Department actively partners with other County departments to implement common technology solutions that enable efficient operations and delivery of County services, while maximizing the County's investment in technology.

### **GOALS**

- Provide vision, leadership, and a framework for evaluating emerging technologies and implementing proven technology solutions.
- Provide County government with access to appropriate information and technology to improve efficiency and quality of County services.
- Use best practices to analyze technology needs to improve efficiency and improve quality of programs and services provided to organizational customers and to the public.
- Have an empowered and highly motivated workforce that is skilled in the latest technologies.

### **OBJECTIVES**

- Continue technology support of County Building security system.
- Research replacement of County Phone System.
- Continue development of County's Web Page to provide additional content and interactive capability to improve efficiency and service to County Residents, Business Owners and Visitors.
- Continue to work with partner organization to develop and utilize cloud based technology to reduce cost and strengthen reliability.
- Reduce the number of second call incidents into the Help Desk.
- Reduce the mean time to repair service response.
- Maintain maximum uptime connectivity of the core network.
- Provide training on technology to County's employees.

# CHEBOYGAN COUNTY PROSECUTING ATTORNEY'S OFFICE

## Goals and Objectives

The Cheboygan County Prosecuting Attorney's Office serves as the Chief Law Enforcement branch of Cheboygan County. That role requires reviewing investigations made by local law enforcement agencies, making decisions whether criminal charges are warranted and then navigating the case through the court system. Besides prosecuting all felony and misdemeanor criminal offenses in Cheboygan County, the office also handles many appeals, child support and paternity establishment, juvenile delinquencies, abuse and neglect petitions and civil infraction violations. The office is staffed by three full-time attorneys, an office manager, two legal secretaries, a victim rights coordinator and a child-support specialist.

The **MISSION STATEMENT** of the Cheboygan County Prosecuting Attorney's Office is to pursue results in all cases that serve the interests of justice. In our pursuits, we hope to provide quality service and be proactive in community education and progressive with addressing community issues while acting in a fiscally responsible fashion.

### **GOAL #1: FAIR PROSECUTION**

The Cheboygan County Prosecuting Attorney will pursue fair prosecution through the following objectives:

- Thoroughly reviewing each and every file that enters the office.
- Advocate on behalf of victims and community interests.
- Promote fairness for all parties involved.
- Set inter-office policies to ensure consistency and further the safety and well-being of Cheboygan County citizens.

### **GOAL #2: COMMUNITY EDUCATION/ADDRESSING COMMUNITY ISSUES**

The Cheboygan County Prosecuting Attorney's Office is active with community education and issues. We believe that taking a proactive approach to problems in our community today will reduce crime tomorrow.

### **GOAL #3: FISCAL RESPONSIBILITY**

The Cheboygan County Prosecuting Attorney's Office is fiscal responsible through the following practices:

- Implementing the use of technology to reduce costs and staffing demands.
- Eliminating unnecessary spending within the budget.

## MAINTENANCE DEPARTMENT

The mission of the Maintenance Department is to provide quality customer service to maintain safe, efficient and clean facilities for the citizens and employees of Cheboygan County.

### GOALS

- Continue to improve customer service.
- Continue review of services and processes to improve efficiency and quality.
- Continue to research and implement projects that increase energy efficiency.
- Continue to build employee morale and provide employees with training opportunities.

### OBJECTIVES

- Assist in the completion of Phase II Improvements to the Animal Shelter project by completing demolition of the old kennel area for remodeling as well as provide construction coordination with contractors on site.
- Continue renovations of the Doris Reid Building with the completion of renovations Office Health Department Office space.
- Assist in phase I replacement of windows in a portion of the County Building.
- Assist in the replacement of air conditioning units in County Building.
- Provide project oversight for Jail/Storage Building project.
- Provide project oversight to the Marina project.
- Continue to complete maintenance work orders received by departments in a courteous and efficient manner.
- Continue implementing a data gathering/metering program to improve energy efficiency.
- Prepare and implement a maintenance plan to continue energy efficiency upgrades to County facilities. Identify building envelope and insulation needs for each facility, identify areas of facilities to install motion sensors for lighting, plumbing fixture upgrades, as well as, continue analyzing thermostat set points to increase building comfort while maintaining energy efficiency.

- Continue quality care of exterior facades of buildings as well as maintenance of parking and lawn areas of facilities.
- Continue safe and efficient removal of snow from parking and walk areas.
- Continue inspection of facilities to identify and repair defects to maintain building and grounds safety.
- Review cleaning processes and delivery to increase efficiency and maintain high building maintenance standards.
- Meet with Fair Manager to update maintenance and long term capital needs of the facility.
- Provide training to staff.

# CHEBOYGAN COUNTY TREASURER

## MISSION

The Mission of the Cheboygan County Treasurer's Office is to provide professional, informative and courteous assistance to the public in the collection of taxes, accounts receivable and investment of County funds.

## GOALS AND OBJECTIVES

- Maintain efficient and effective receipting of property taxes and general deposits.
- Maintain prudent cash handling, cash management and investment services.
- Accurately manage taxpayer records.
- Provide efficient and courteous service to our customers.
- Review process and procedures to improve efficiency and customer service.
- Utilize technology to improve customer service and efficiency.
- Invest County funds according to State and Federal regulations.
- Reconciliation of the annual property tax certification received from the County Equalization Director.
  
- The billing, collection, receipting, distribution and reporting of both personal and real property taxes following the certification of those taxes.
  
- The receipting of all general monies collected by County departments to maintain and balance accounts.
  
- Work with County Administrator, Finance Director and County Equalization Director to track and forecast for all major revenues of the County including property taxes, interest and penalty on delinquent taxes, investment interest, and other revenues.
  
- Daily balancing of all payments processed prior to posting into the general ledger.
  
- Balancing of cash between the County Bank Accounts, Treasurer's automated system and the General Ledger.
  
- Work with County Administrator and Finance Director to manage cash flow and investments for the County.
  
- Work with County Administrator and Finance Director to manage short-term and long-term debt for the County, all outside districts and agencies, until completely paid off.
  
- Financial reporting for treasury functions required of the County's Comprehensive Annual Financial Report.
  
- The collection of delinquent Real and Personal Property taxes and conduct sale of property when necessary according to State Law.

## COMMUNICATION

- Share important management information with staff through quality communication and staff meetings.
- Promote Dog Licenses, Passport Awareness and Recycle Permits with the Public.

## **SHERIFF DEPARTMENT**

It is the Mission of the CHEBOYGAN COUNTY SHERIFF'S DEPARTMENT to assist the people of Cheboygan County in our mutual desire for a safe and secure community through our dedication in providing Correctional, Law Enforcement, and Related Services at the highest possible standards, while respecting the rights of all people.

### **GOALS**

- Treat the public and each other with sensitivity, respect, and dignity.
- Exemplify personal and professional integrity.
- Encourage innovation and creativity.
- Mandate training, education, and personal development which serve to achieve employee professionalism.
- Promote the tradition of teamwork as exemplified by the courage, strength, and pride of department members.

### **OBJECTIVES**

- Continue to move our Sheriff Department forward with utmost professionalism and fiscal responsibility.
- Maintain effective 24 hour Road Patrol coverage throughout county.
- Maintain School Liaison Officer and Prescription Drug Officer Programs.
- Maintain Marine Division, Off-Road-Vehicle and Snowmobile Patrols.
- Maintain an effective, safe and professional jail facility.
- Maintain Alcoholics Anonymous, GED Classes, Community Mental Health, HIV/AIDS Prevention, Substance Abuse Prevention, Bible Study and Mental Health Counseling within the jail.
- Maintain Community Outreach programs.
- Complete Jail kitchen construction, inmate dorm addition and security upgrades.

## **PLANNING AND ZONING DEPARTMENT- BUILDING SAFETY DEPARTMENT**

The mission of the Community Development Department is to enable our citizens to fully participate in the public processes that grow a healthy and economically vital community. This department will provide professional technical assistance and quality customer service. We strive for balanced growth, safe buildings, resource stewardship and community spirit for the current and future citizens, business owners, and visitors of Cheboygan County. We enable the public to make informed decisions affecting the quality of their lives. Community Development staff promotes the health, safety, prosperity, and general welfare of the County's residents.

### **GOAL: PUBLIC SAFETY**

Community Development staff supports, through consideration of present and future needs, the safety and general welfare of the County's residents.

#### **OBJECTIVES**

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- Building Safety Department Staff conduct inspections to ensure structures within the County meet code standards by providing friendly, efficient customer service with an objective of reaching compliance with all customers.
  - A friendly attitude is imperative when seeking cooperation and compliance from our customers.
- Enable Building Safety staff to perform at the highest level of competence through participation in continuing education classes for code enforcement and customer service.
- Ensure adequate and early code compliance involvement which encourages interaction between government and private entities. This will create a positive environment for building and development.
- Continue cross-training in soil erosion best practices, sharing information with soil erosion officer.

### **GOAL: QUALITY COUNTY SERVICE**

Staff will continue to provide excellent customer service in a timely manner and take action to make consistent improvements in our procedures.

#### **OBJECTIVES**

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- Implement the concepts of Lean Government to improve customer service and efficiency of department operations.
- Develop a capital expenditure strategy to ensure long term ability to maintain a reliable and efficient fleet of inspector vehicles, GIS software, permit tracking software, and other necessary tools.

- Continue to strengthen department-wide procedures to ensure they are user friendly, streamlined, and expectations are clearly communicated.
  - Current software systems will be maintained, incorporating all department records into one easily retrievable database.
  - Identify areas and issues to improve communication, streamline the project approval process and continue land use goals.
  - Recommend zoning ordinance amendments and internal policy changes based on evaluation of customer satisfaction survey results.
  - Utilize cross-training of employees to improve response time to customers and provide the quickest and most accurate information to the customer.
- Continue to improve access to web-based land use and mapping information.
- Continue to streamline zoning ordinance, utilizing new planning and zoning methods to ensure streamlined and appropriate land use controls.
- Conduct timely reviews of Master Plan after adoption.
- Address goals of the Master Plan which relate to streamlining the zoning as a top priority and implement Zoning Plan element of Master Plan.
- Ensure customer service-oriented staff that is well trained and efficient with thorough understanding of all services offered in the Community Development Department and other County, State, and Local government entities. Conduct staff meetings relative to customer service, evaluation of customer survey results and development of customer service policies.
- Enhance use of Geographic Information Systems (GIS) computer mapping tools.
- Continue to resolve open permits with the Historic Open Permit Remediation (HOPR) program.
- Improve efficiency by cross training staff and continuing communication between staff when code or ordinance violations are identified within the field.
- Enhance community awareness of importance of soil erosion prevention efforts.
- Continue to refine address assignment procedures and corrections.
- Utilize media effectively to communicate to stakeholders on changes and improvements and to receive input from customers.

## **GOAL: ECONOMIC DEVELOPMENT**

To promote and encourage economic development through our continued efforts of collaborations with our partners.

### **OBJECTIVES**

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- Enhance broadband opportunities through partnerships with MERIT, local ISP's, schools, and other broadband stakeholders.
  - Ensure zoning regulations for broadband related infrastructure is up to date and responsive to new technologies.

- Enhance web presence for our County as well as broaden awareness of communities' assets.
- Provide additional opportunities for people to stay in their homes, retain home ownership rates, and lower monthly home ownership costs through low-interest home improvement loans.
- Enhance economic opportunities utilizing County's natural assets.
- Encourage the development of local industry clusters (for example: wood products, maple syrup, health services, agriculture, construction, manufacturing, and tourism).
- Enhance local financing opportunities through established financial institutions.
- Promote Entrepreneurial support services through partnership with NLEA and others.
- Promote and expand the use of County Brownfield Redevelopment Authority and reapply for EPA grant programs as available.
- Strengthen existing businesses through collaborative efforts with NLEA, NEMCOG, MEDC, and other regional, state, and federal partners.
- Staff will implement the Planning Commission work plan, which is based on the County Master Plan for effective means of accomplishing priority land use projects.

## **GOAL: COLLABORATION – SERVICE**

To encourage collaboration to provide most efficient and effective delivery of County's Community Development services.

### **OBJECTIVES**

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- Increase use of partnerships with all county entities to accomplish goals and objectives in Community and Economic Development. Be active partner in local collaborations recognizing unique role of Community Development staff to serve as conveners and facilitators.
- Collaborate with other housing service providers to most efficiently and effectively keep people in their homes, encourage homeownership, and reduce monthly homeownership costs.
- Continue to facilitate partnerships between County's, townships, chambers, and regional entities with goal of efficient delivery of services and economic development.
- NLEA – continue to have Community Development Director serve on board of directors for NLEA, involve NLEA in EDC board and related strategic planning.
- Establish strategic partnerships with other levels of government to streamline permitting processes, increase awareness of assistance programs to those in need, enhance quality of customer service at all governmental levels.
  - Create opportunities to communicate more frequently between County departments and entities such as the District #4 Health Department, State Liquor Control, Housing Commission, DEQ, DNR, and other Municipal Governments.

## GOAL: ADDRESSING MULTIPLE FACILITY NEEDS

### OBJECTIVES

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- Staff will support annual Planning Commission effort to create a 5-year Capital Improvement Plan (CIP) as required by state law. CIP process will continue to be utilized to coordinate efforts of multiple County entities and their facilities. This CIP will continue to be used to support the annual Strategic Planning & Budgeting.
- Educate other departments of the capacity of the County's Geographic Information System (GIS) as a tool for more effective planning and more efficient delivery of services. Examples are integration of property information and addressing with 911 and emerging public safety technologies, scheduling of rural transit and routing of snow plowing.

## CHEBOYGAN COUNTY DEPARTMENT OF VETERANS SERVICES:

### MISSION STATEMENT

Veterans and their Families- Foremost;  
Educate the Community;  
Trusting Partnerships;  
Serve the Community

### VISION

Every Veteran has a Story; Our Job is to Listen

### **GOALS**

- To remain current and accredited in Veterans Administration benefits, programs and changes in order to offer veterans and their families the most beneficial services available to them.
- Seek to actively educate the community about the services offered to veterans and their families.
- To be good stewards of taxpayer dollars in administering the services and programs of the department.
- Maintain the highest level of integrity, quality and empathy in the delivery of services to our citizenry.
- Increase community outreach throughout the *entire* county
- Provide support for county veteran events
- Office upgrade

### **OBJECTIVES**

- Continue to gain knowledge through increased accreditations by attending, at a minimum, the Michigan Association of County Veterans Counselors (MACVC) spring and fall conferences; attending specific Veteran Service Organization's (VSOs) training; and other continuing education opportunities.
- Continue providing a warm and welcoming atmosphere of friendliness, professionalism, empathy, and confidence to Veterans and their families
- Identify satellite locations to be more geographically available to assist veterans and their families in the outlying regions of the county
- Network with VA officials, VSOs, and fellow CVSOs to increase knowledge in real world applications.

- Continue to create and improve county partnerships with veteran and non-veteran service organizations
- Seek opportunities to engage speaking commitments to educate community about veteran's issues
- Utilize county's web page to inform veterans on the services and programs
- Provide opportunities for service organization and the community to increase contributions to the DAV replacement Van and Veteran Assistance Funds
- Continue working to replace damaged furniture, and create a functional and esthetic office environment
- Work with the finance department to maintain accurate accounting records.
- Utilize existing policies and procedures for the three relief funds (Michigan Veterans Trust Fund, Soldiers and Sailors Relief Fund, Veterans Assistance Fund) available to qualifying veterans and their families.
- Strive to create an atmosphere of friendliness, professionalism, empathy and confidence; initiate and use a quantifiable satisfaction survey with all customers; adopt a 100% follow-up and investigation on all complaints, followed by a written plan of correction; schedule a quarterly review of surveys to discuss their strengths, concerns and improvements.

## **FRIEND OF THE COURT 53<sup>rd</sup> CIRCUIT COURT**

The mission of the Cheboygan County Friend of the Court is to provide quality, cost-effective services as identified in the Friend of the Court Act and the Support and Parenting Time Enforcement Act. Specifically, the Friend of the Court (FOC) strives to adopt procedures that will protect the best interests of children in domestic relations matters; encourage and assist parties to voluntarily resolve contested domestic relations matters by agreement by offering mediation services; investigate and recommend custody, parenting time, and child support when ordered to do so by the court; and to compel the enforcement of parenting time and child support orders.

### **GOALS:**

- To increase FOC's Federal incentive by improving the overall cost-effectiveness of FOC operations and achieve compliance with the Federal guidelines.
- Increase the percentage of current child support collected for open cases to achieve compliance with Federal guidelines and impact the Federal incentive return to the FOC.
- Increase the percentage of collection on child support arrearages to achieve compliance with Federal guidelines and positively impact the FOC's financial incentive.
- Ensure that open domestic relations cases with minor children have proper orders that comply with the Federal guidelines.
- Ensure continued access to case information by providing accurate and timely information over the telephone, in person, through the mail, and County Web site.
- Improve access to court documents required to be distributed by the FOC by making them available on the County Web site.

**FRIEND OF THE COURT  
53<sup>rd</sup> CIRCUIT COURT**

**OBJECTIVES:**

- Conduct regular case audits to ensure case management guidelines are followed with respect to collection, enforcement, and case closure.
- Conduct regular performance management reports to determine compliance with Federal performance guidelines.
- Review and run available queries in the Michigan Child Support Enforcement System to monitor FOC performance criteria.
- Maintain data collection efforts monthly and monitor data collection outcomes to ensure accurate reporting to the State Court Administrative office.
- Identify and process FOC In Pro Per information and other documents related to domestic relations matters and place those items on the Cheboygan County Web site for access by the public.
- Provide continued staff training in customer service initiatives as well as computer hardware and software system training.

## **CHEBOYGAN COUNTY MARINA**

The mission of the Cheboygan County Marina is to provide quality customer service and facilities in an efficient manner to transient and seasonal boaters.

### **GOALS**

- Continue to provide customers with friendly and responsive service to help ensure an enjoyable stay.
- Provide a well maintained and quality facility to meet the needs of the boating public.
- Increase the use of the facility by the boating public.

### **OBJECTIVES**

- Continue staff training sessions on customer service, marina reservation system and facility maintenance to improve efficiency and improve quality.
- Provide a clean and aesthetically pleasing environment by maintaining the Marina's buildings and grounds and providing perennial and seasonal plantings.
- Begin Development of a facility improvement plan to identify condition of Marina infrastructure in need of replacement or upgrade.
- Complete engineering for replacement of Fuel System and Dock improvements associated with DNR Waterways Grant award. Bid and begin construction of project.
- Continue to work with the State of Michigan to provide suggestions to improve the customer service capabilities of the State's Marina reservation system.
- Conduct review of Marina facility to identify energy efficiency opportunities.
- Continue to provide customers with amenities such as chart information, weather information, laundry facilities, and community information to enhance the experience of staying at the Marina.
- Develop a promotion plan to retain and attract new customers.

## **Straits Regional Ride 2018**

The mission of Straits Regional Ride is to provide safe, reliable on time transportation system to Cheboygan, Emmet and Presque Isle Counties and communities.

### **GOALS**

- Continue to improve customer service.
- Continue review of services and processes to improve efficiency and quality to the customer.
- Continue to research and implement routes that increase cost efficiency.
- Expand ridership within existing routes to increase bus system profitability.
- Continue to build employee morale.
- Continue communication with Emmet County's new Board to see if we can advance transit initiative in the County of Emmet.
- Improve upon use of Cheboygan County, Emmet County's rural task force dollars to help transit obtain equipment when ever possible.

### **OBJECTIVES**

- Improved staffing as opportunities present themselves.
- Continue in updating fleet to keep maintenance costs down and increase bus system perception and rider comfort as State allows
- Improve rapport with all contract partners that partner with SRR to provide revenues streams to assist in the operation of the bus system.
- Work with State of Michigan on federal and State guidelines to operate the bus system within ever changing regulations.
- Continue to prepare yearly budget and application to State and Federal and Local government to operate bus system properly funded.
- Continue communication with Straits Regional Transportation Committee with quarterly meetings to report trends, changes, contracts and financials with the finance director.
- Maintain direction and communication from Administrator and finance director on County procedures and policies regarding personnel and finances through the principals of lean government initiative.

- Manage fleet services inspections and record maintenance and monitor fleet for deficiencies and write ups daily on Vehicle condition reports and service requirements.
- Complete DOT files manage and monitor DOT drug screening, IBT finger printing and BI- annual dot physicals.
- Monitor and negotiate all contracts as their reach their terms to insure new contracts are in place and protect the interests of the County and the bus system.
- Provide training to staff and implement policies and procedures to insure all staff is well versed in the safest courteous way to operate equipment while interacting with the public.
- Look into implementations of FTA dash board process to track maintenance more effectively and less labor intensive.



# Cheboygan County Board of Commissioners' Meeting June 12, 2018

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

**Summary:**

Attached is the revised copy of the Purchasing Policy - Sole Vendor Listing.

The following is recommended:

- Updating the Sole Vendor Listing by:

**REVISING**

1) Adding Doyle Inc. Roofing for County Building roofing material and labor. Doyle Inc. Roofing completed installation of the majority of the County Building roof in 2012 and is the warranty provider. Doyle will also be completing the roof on the jail addition as a sub to BCI. The County has ordered roof material from Doyle and will coordinate labor with Doyle to complete the remaining roof area over the Sheriff's Office during jail project.

**Financial Impact:** NA

**Recommendation:** Adopt the revised Purchasing Policy Policy - Sole Vendor Listing 300-2A.

**Prepared by:** Jeffery B. Lawson

**Department:** Administration



**Policy Department:** Finance

**Policy Number:** 300-2A

**Prepared by:** JL \_\_\_\_\_

**Adopted:** June 12, 2018

**Effective:** June 12, 2018

**Last Revised:** February 13, 2018

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

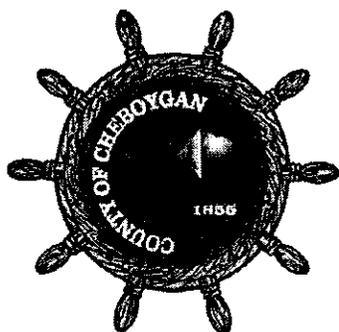
<b>Vendor</b>	<b>Department</b>	<b>Product or Service</b>	<b>Added By</b>	<b>Date Added</b>
Business Information Systems	District Court	Courtroom Equipment Repairs and Maintenance	Judge Johnson	2/13/2008
Cal's Mobile Equipment	SRR	Bus Repairs/Maintenance /24 Hour Mobile Road Side Repair	Mike Couture	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
Doyle Inc. Roofing	Maintenance	County Building Roof Material and Labor	Tim Mason	6-6-2018
Drug & Laboratory Disposal	Recycling	Processing (Hazardous Waste)	Kari Kortz	2/10/2015
Emmet County DPW	Recycling	Processing	Kari Kortz	2/10/2015
ESRI	GIS	Computer Mapping Software	Steve Schnell	2/13/2008
FarmTek, Inc.	Fair	Lighting	Dan O'Henley	7/14/2015
Floatation Docking	Marina	Dock Repairs and Maintenance	Curt Chambers	2/13/2008
FSG	Corrections	Software and Support	Dale Clarmont	2/13/2008
Ginop Sales, Inc.	Maintenance	Tractor Repairs Maintenance	Tim Mason	6/24/2014

<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
Hyde Equipment	Recycling	Refurbish Recycling Containers	Tim Mason	1/9/2018
ID Networks	Sheriff	Livescan	Dale Clarmont	2/13/2008
James D. Banner, D.O.	Medical Examiner	Autopsies / Lab Work	Mary Ellen Tryban	2/13/2008
Judicial Information Systems	Probate	Software and Support	Judge Butts	2/13/2008
Judicial Management Systems	District Court	Software and Support	Judge Johnson	2/13/2008
KERIF Night Vision	Sheriff	Specialized Equipment	Dale Clarmont	2/10/2015
Kirtland Community College	Sheriff / Corrections	Education / Training	Dale Clarmont	2/13/2008
McLaren (formerly Community Memorial Hospital)	Corrections	Inmate Medical Services	Dale Clarmont	8/14/2012
Michigan Election Resources	Elections	Election Supplies	Mary Ellen Tryban	2/13/2008
Michigan Pathology Specialists	Medical Examiner	Autopsies / Lab Work	Mary Ellen Tryban	2/13/2008
Michigan Police Equipment	Sheriff	Police Equipment	Dale Clarmont	8/11/2015
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

<b>Vendor</b>	<b>Department</b>	<b>Product or Service</b>	<b>Added By</b>	<b>Date Added</b>
Office Depot	Administration	Copy Paper	Jeff Lawson	2/13/2018
Oscar W. Larson	Marina	Fuel Tank Repairs and Maintenance	Curt Chambers	2/13/2008
Otec Communications	SRR	Radio Equipment	Mike Couture	2/13/2018
Otis Elevator	Maintenance	Elevator Maintenance	Tim Mason	2/13/2008
Pro-Tech	Sheriff	Police Equipment	Dale Clarmont	11/13/2012
PNC Visa	General	Credit Card Provider	Kari Kortz	8/14/2012
Pumill 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
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

Sole Vendor Listing Continued, \_\_\_\_

Williams Office Equipment	IS	Copiers and Maintenance	Matt Hellens	3/9/2010
Zerembas Equipment	SRR	Major Bus Repair	Mike Couture	3/18/2018



# Cheboygan County Board of Commissioners' Meeting June 12, 2018

**Title:** Purchasing Policy Revision

**Summary:**

Attached is the revised copy of the prepaid check writing procedure. Instances came up since the last revision which prompted changes to the policy.

These changes included:

- 1) Updating the Prepaid Check Writing Procedure by adding
  - Fund 422 – Include payments related to Doris Reid Building capital projects approved by the Board – previously reported as a finance claim over \$25,000.
  - Fund 430 – Include payments related to Animal Shelter capital projects approved by the Board – previously reported as a finance claim over \$25,000.
  - Fund 588 – Include payments for bus/capital equipment purchases approved by the Board – previously reported as a finance claim over \$25,000.

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

**Financial Impact:**

None

**Recommendation:**

Adopt the revised Prepaid Check Writing Procedure 300-2B to become effective June 12, 2018 and authorize the Chairperson and Administrator to sign.

**Prepared by:** James Manko

**Department:** Finance



**Policy Department:** Finance

**Policy Number:** 300-2B

**Prepared by:** James Manko, \_\_\_\_\_

**Adopted:** June 12, 2018

**Effective:** June 12, 2018

**Last Revised:** March 8, 2016

**Prepaid Check Writing Procedure  
General/Other Funds  
As Referenced in the Cheboygan County Purchasing Policy 300-2**

The purpose of this procedure change is to specify exactly which types of vouchers are to be prepaid. This will enable certain bills to be paid in a more timely and efficient manner without a finance penalty. The Commissioners will have the opportunity to review these payments at the Finance/Business Meeting.

Fund 101:	Ambulance Contracts	Fund 201:	County Road Flow Thru
	Appropriations and Fund	Fund 217:	Ambulance Millage Agreement
	Transfers (dept. 902)	Fund 226:	Fuel Purchases
	Bonds		Recycling Processing Fees
	Burial Allowance (veterans)	Fund 230:	Cellular Phone Flow Thru – CCE911
	Cigarette Tax Disbursement	Fund 231:	4% Phone Surcharge – CCE911
	Community Mental Health	Fund 234:	Commercial Forest Flow Thru
	Court of Appeals Fees	Fund 277:	Senior Citizen Millage Agreements
	(prosecutor)	Fund 281:	Cheboygan County Housing Program
	Credit Card Payments	Fund 283:	HPG and CDBG Housing Program
	District Health Dept. #4	Fund 289:	Cheboygan County Social Services
	DNA Testing (prosecutor)	Fund 292:	Child Care Services
	Drug Forfeiture Purchases (sheriff)	Fund 293:	Soldiers' Relief Fund
	Election Worker Payments (clerk)	Fund 294:	Veterans Trust Fund
	Extraditions (prosecutor)	Fund 297:	Specialized Services Bussing Flow Thru
	Fuel Purchases	Fund 351:	Inverness Sewer Debt Payments
	Humane Society	Fund 401:	Courthouse Projects approved by
	Jury Selections/Trials (all courts)		the Board
	Leases for Copiers/Vehicles/Etc.	Fund 422:	Capital Projects approved by the Board
	Medical Examiner Contract	Fund 430:	Capital Projects approved by the Board
	MI Municipal Risk Management	Fund 450:	Appropriations
	Payroll Checks	Fund 509:	Fuel Purchases
	Postage	Fund 516:	Delinquent Tax Fund
	Process Service (prosecutor)	Fund 517:	Tax Foreclosure Fund
	Public Defender Contract	Fund 561:	Start-up Cash
	Soil Conservation	Fund 588:	Bus/Capital Equipment Purchases
	Special Appropriations		approved by the Board
	(dept. 900)	Fund 588:	Fuel Purchases
	Tri-County Emergency	Fund 595:	Bus Tickets
	Management		Cable
	Utilities (electric/gas/phone/w&s)		Inmate Insurance
	Witness Fees (courts / prosecutor)		Inmate Medical
Fund 105:	Termination Payroll Payments		Inmate Telephone
Fund 108:	Convention Tax Disbursement		Jail Commissary
Fund 114:	Surveyor Contractual Services		

\_\_\_\_\_  
John Wallace, County Board Chairperson

\_\_\_\_\_  
Jeffery Lawson, County Administrator

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

**800 MHz PROJECT ESTIMATED EXPENSE BREAKDOWN BY COUNTY**

Estimated Expense assumes that CCE will contribute 20% to base infrastructure expense and that balance will be split 1/3 by each County. Radio cost will be paid by County funding based on agency request within each County.

	<b>800 MHz PROJECT EXPENSE</b>
<b>TOTAL RADIO COST</b>	<b>\$6,700,000.00</b>
<b>TOTAL INFRASTRUCTURE</b>	<b>\$3,600,000.00</b>
<b>TOTAL PROJECT EXPENSE</b>	<b>\$10,300,000.00</b>

<b>BASE INFRASTRUCTURE EXPENSE</b>	<b>\$3,600,000.00</b>
<b>MINUS C.C.E. 20% CONTRIBUTION TO BASE INFRASTRUCTURE</b>	<b>\$720,000.00</b>
<b>TOTAL</b>	<b>\$2,880,000.00</b>
<b>1/3 SPLIT PER COUNTY</b>	<b>\$960,000.00</b>

Contributions from CCE have NOT been approved by the Board of Directors. This is for discussion only as an option. A 20% contribution on the infrastructure only from CCE is approximately \$720,000.00 and the Remaining split in 3rds is 26.7% each at approximately \$960,000.00 per county.

<b>COUNTY</b>	<b>CHARLEVOIX</b>	<b>CHEBOYGAN</b>	<b>EMMET</b>
<b>RADIO COST</b>	\$2,360,000.00	\$1,840,000.00	\$2,500,000.00
<b>INFRASTRUCTURE C.C.E. 20% BASE INFRA</b>	\$960,000.00	\$960,000.00	\$960,000.00
<b>TOTAL</b>	<b>\$3,320,000.00</b>	<b>\$2,800,000.00</b>	<b>\$3,460,000.00</b>
<b>% OF TOTAL PROJECT</b>	<b>32.2%</b>	<b>27.2%</b>	<b>33.6%</b>

## CHEBOYGAN COUNTY

### 800 MHz FULL PROJECT PAID WITH SURCHARGE

Minimum No# of Years Required to Meet the Minimum Annual Payment

<b>CHEBOYGAN COUNTY \$2,800,000.00</b>	<b>5 Years 4.04 % INT</b>	<b>7 Years 4.13% INT</b>	<b>10 Years 4.33% INT</b>
<i>MINIMUM ANNUAL PAYMENT</i>	\$582,624.00	\$416,520.00	\$292,124.00
<b>ADDITIONAL SURCHARGE REQUIRED</b>	<b>\$2.99</b>	<b>\$2.14</b>	<b>\$1.50</b>
<b>CURRENT SURCHARGE</b>	\$.61	\$.61	\$.61
<b>TOTAL SURCHARGE</b>	<b><del>\$3.60</del></b>	<b>\$2.75</b>	<b>\$2.11</b>

\*THESE ARE BUDGETARY  
MOTOROLA'S CALCULATIONS\*

AMOUNTS BASED ON

CHEBOYGAN No# DEVICES <b>16,254</b>
--

**Formula:** Annual payment divided by 12 months = Total Revenue required monthly  
 Monthly revenue divided by the No# of devices = Additional surcharge required to cover the project  
**Exp.** \$416,520.00 / 12 months = \$34,710.00

\$34,710.00 / 16,254 Devices = \$2.14 *additional* surcharge required per device

\*County must add that *additional* amount to their current \$.61 surcharge as that is still required for operations.

**\*\$3.00 is the maximum surcharge allowed by the State of Michigan\***

Surcharge funding legislation sunsets December 31, 2021. Assumed, but not guaranteed legislation would be extended or renewed.

Number of phones to collect surcharges varies substantially each year. See next page. Estimate used above from lowest phone volume year.

**CURRENT COST PER HOUSEHOLD PER YEAR AT \$ .61**

One Phone    \$ 7.32  
 Two Phones    \$ 14.64  
 Three Phones \$ 21.96  
 Four Phones    \$ 29.28

**ESTIMATED COST PER HOUSEHOLD PER YEAR AT \$2.75 =**

One Phone    \$33.00  
 Two Phones    \$66.00  
 Three Phones \$99.00  
 Four Phones    \$13

**2012 - 2017 Surcharge Revenue by County**

<b>Charlevoix</b>	<b>Local Surcharge</b>	<b>% Inc/Dec</b>	<b>Devices</b>
<b>2012</b>	\$ 161,610.46		
<b>2013</b>	\$ 176,445.64	9.20%	
<b>2014</b>	\$ 189,645.60	7.50%	
<b>2015</b>	\$ 190,437.18	0.42%	
<b>2016</b>	\$ 190,215.35	-0.12%	
<b>Un-audited - 2017</b>	\$ 146,069.39	-23.20%	<b>19,955</b>
<b>Chebogyan</b>			
<b>2012</b>	\$ 118,981.92		<b>16,254</b>
<b>2013</b>	\$ 126,256.46	6.10%	
<b>2014</b>	\$ 194,835.18	54.30%	
<b>2015</b>	\$ 159,434.39	-18.20%	
<b>2016</b>	\$ 121,216.76	-23.97%	
<b>Un-audited - 2017</b>	\$ 162,058.02	33.70%	
<b>Emmet</b>			
<b>2012</b>	\$ 261,304.18		
<b>2013</b>	\$ 266,729.67	2.08%	
<b>2014</b>	\$ 271,863.79	1.93%	
<b>2015</b>	\$ 274,235.76	0.87%	
<b>2016</b>	\$ 273,906.05	-0.12%	
<b>Un-audited - 2017</b>	\$ 207,196.06	-24.40%	<b>28,305</b>

ESTIMATED COST OF BONDING ALTERNATIVE ON INDIVIDUAL TAXPAYERS PER YEAR

Est.  
Debt  
Millage  
.50 Mills

Taxable Value of Property

\$25,000	\$35,000	\$50,000	\$60,000	\$75,000	\$90,000	\$100,000	\$150,000	\$200,000
\$12.50	\$17.50	\$25.00	\$30.00	\$45.00	\$45.00	\$50.00	\$75.00	\$100.00

It is estimated if the County uses bonding to pay for the project that it will require a minimum of a five or 6 year millage at .50 depending on the funding percentage breakdown for the project.

Staff would like authorization to work with a financial advisor to compare total project cost utilizing vendor financing as compared to bonding. Staff would also review possibility of borrowing a portion from reserves. Staff would work with advisor to provide additional information for June 26, 2018 meeting.

# DRAFT

## CHARLEVOIX, CHEBOYGAN, AND EMMET COUNTY 911 CONSOLIDATED DISPATCH SERVICES MILLAGE PROPOSAL

Shall the total property rate in Cheboygan County be increased by .5 of a mill (1/2 of a mill or 50 cents for each \$1,000 of valuation) and levied for (x) years, beginning in the year 2019 and continuing through the year , inclusive, for the purpose of financing facility, equipment, maintenance and operating cost of the Charlevoix, Cheboygan, and Emmet County 911 (CCE) public safety call answering and dispatch services? If approved and levied in its entirety, this millage raises an estimated \$717,761, in the first calendar year after its approval.

Shall the proposal be adopted?

\_\_\_ YES

\_\_\_ NO

### CERTIFICATION

I, Karen Brewster, County Clerk of the Cheboygan Board of Commissioners, County of Cheboygan, State of Michigan, do hereby certify that the foregoing is a true and correct copy of the Resolution adopted by the Cheboygan County Board of Commissioners at a Regular Meeting of the Board of Commissioners the \_\_\_ day of July, 2018

# DRAFT

## CHEBOYGAN COUNTY CONSOLIDATED DISPATCH PROPOSITION FOR 911 SYSTEM FUNDING

### CCE 911

“Shall the County of Cheboygan, Michigan, be authorized to assess a surcharge on all landline, wireless and VOIP devices capable of accessing the 9-1-1 system (CCE 911 for Charlevoix, Cheboygan, and Emmet Counties) located in Cheboygan County, of up to \$3.00 per month for a period of ( ) years, January 1, 2019 through, , to be used exclusively for the funding of 9-1-1 emergency telephone call answering and dispatch services within Cheboygan County, including but not limited to conversion to the 800 MHZ system, facility upgrades, equipment and maintenance, and operating cost?”

\_\_\_\_\_ YES

\_\_\_\_\_ NO