



Cheboygan County Board of Commissioners

MISSION STATEMENT

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

Finance/Business Meeting

November 8, 2016

9:30 a.m.

Agenda

1. **Call to Order**
2. **Roll Call**
3. **Invocation/Pledge of Allegiance**
4. **Approve Agenda**
5. **Approve Consent Agenda**
 - A. Approve Monthly Finance Claims
 - B. Budget Adjustments
 - C. Investment Report
 - D. Straits Regional Ride
 1. MDOT Contract 2017-0032/P2 – 5311 FY2017 Specialized Services Operating Assistance Program – Third Party Contract
 - E. Correspondence
 1. NEMCOG
 - a) August Financial Statement
 - b) Program Highlights for January 1, 2016 – June 30, 2016
 - c) Regional Project Review September, 2016
 - d) Input Sessions for New Regional Prosperity Initiative – November 10, 2016 at 1:00 P.M. at Michigan Works! 11153 N. Straits Hwy., Cheboygan
 - F. Minutes:
 1. Finance/Business Meeting of October 11, 2016
 2. Health Board – 9/20/16
 3. NEMCSA – 10/7/16
 4. NEMCOG – 8/18/16
 5. North Country Community Mental Health – 9/15/16
 6. Tax Allocation 2016 Minutes Packet
 7. Cheboygan County Road Commission – 9/22/16, 10/6/16 & 10/18/16
 8. Cheboygan City Council – 9/13/16, 9/27/16 & 10/11/16
 9. Planning Commission Meeting –9/21/16 & 10/5/16
 10. ZBA – 9/28/16
6. **Brief Citizens Comments – (3 minutes per person)**
7. **Scheduled Visitors**
8. **Finance Director's Report**
9. **Administrator's Report**
10. **Committee Reports**
11. **Old Business**
12. **New Business**
 - A. Senior Millage Appropriation Agreements 2017
 1. MSU-E
 2. Wawatam Area Senior Citizens, Inc.
 3. Cheboygan County Council on Aging
13. **Citizens Comments**
14. **Board Member Comments**
15. **2017 Budget Discussion Continued**
16. **Adjourn to the Call of the Chair**

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

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

CHEBOYGAN COUNTY PREPAIDS REPORT NOVEMBER 2016

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:	\$	965,417.13
MINUS OCTOBER FINANCE	\$	0.00
TOTAL PREPAIDS	\$	965,417.13

THERE WERE NO FINANCE CLAIMS FOR OCTOBER.

PREPARED BY: DAWN WREGGLESWORTH

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
Bank 2 GENERAL FUND						
10/03/2016	2	167988	CAVI C	CAMERON CAVITT	FN DRAIN COMMISSIONER SALARY OCT-DEC 201	200.00
10/03/2016	2	167989	CCD	CHEBOYGAN CONSERVATION DISTRICT	FN CCD 4TH QUARTER APPROPRIATION 2016	3,125.00
10/03/2016	2	167990	CLSSI	CHEBOYGAN LIFE SUPPORT SYSTEM	TR AMBULANCE MILLAGE OCT 2016	24,332.83
10/03/2016	2	167991	DH #4	DISTRICT HEALTH DEPT #4	FN DHD 4TH QUARTER APPROPRIATION 2016	54,995.75
10/03/2016	2	167992	EMMET CTY	EMMET COUNTY	TR AMBULANCE MILLAGE OCT 2016	1,962.25
10/03/2016	2	167993	GRAN J	JAMES H GRANGER	FN COUNTY SURVEYOR SALARY OCT-DEC 2016	200.00
10/03/2016	2	167994	HUMANE	CHEB COUNTY HUMANE SOCIETY	FN CCHS FOURTH QUARTER APPROPRIATION 201	35,750.00
10/03/2016	2	167995	NCCMH	NORTH COUNTRY COMMUNITY	FN CCMH 4TH QUARTER APPROPRIATION 2016	27,998.75
10/03/2016	2	167996	OAA	ONAWAY AREA AMBULANCE	TR AMBULANCE MILLAGE OCT 2016	1,209.25
10/03/2016	2	167997	PUB DEF 3	RONALD VARGA OR WILLIAM KEOGH	FN PUBLIC DEFENDER CONTRACTUAL FEE OCT 2	11,709.58
10/03/2016	2	167998	RAMSAY	DONALD RAMSAY DO	CR MEDICAL EXAMINER WAGES OCT 2016	735.44
10/03/2016	2	167999	SENIOR CIT	CHEBOYGAN COUNTY COUNCIL	TR SENIOR CITIZEN MILLAGE REQUEST OCT 20	42,581.25
10/03/2016	2	168000	WASC	WAWATAM AREA SENIOR CITIZENS INC	TR SENIOR MILLAGE REQUEST OCT 2016	4,142.00
10/05/2016	2	168001	ACKE	CHRISTOPHER ACKERMAN	PC SA INDEPENDENT CONTRACT OCT 2016	1,000.00
10/05/2016	2	168002	BARR J	JODI BARRETTE	DC REIMBURSE FOR SOBRIETY COURT GAS CARD	50.00
10/05/2016	2	168003	BBC	BERNARD BUILDING CENTER	CCM KEY FOR FISH CLEANING STATION	1.59
					MA PHONE JACK WALL PLATE	5.98
						<u>7.57</u>
10/05/2016	2	168004	BROW C	CHARLES BROWN	PC SA FDTA FALL SESSION	1,550.00
10/05/2016	2	168005	BUTTS	ROBERT J BUTTS	PC REIMBURSE FOR TRAINING EXPENSES 9/18-	837.02
10/05/2016	2	168006	CAR-RC	CARQUEST	RC JERSEY GLOVES & WINDSHIELD BLADES	25.54
10/05/2016	2	168007	CAR-SD	CARQUEST AUTO PARTS	SD WIPERS	56.98
10/05/2016	2	168008	CARD	CARDMEMBER SERVICE	SD VISA CHARGES THROUGH 9/26/16	1,548.37
10/05/2016	2	168009	CARNATION	CARNATION RESTAURANT	SDJ INMATE MEALS 6,795 & DETERGENT	23,341.84
10/05/2016	2	168010	CARQUEST	CARQUEST	MA UTILITY V BELTS FOR LAWN TRACTOR	26.70
10/05/2016	2	168011	CRON M	MATTHEW CRONK	CD REIMBURSE GAS COCM TRAINING IN LANSIN	32.42
10/05/2016	2	168012	DEAN	NANCY B DEAN	PC COURT APPT ATTY WILSON-VULK/COCKRILL	150.00
					PC ATTORNEY CONTRACT OCT 2016	1,375.00
						<u>1,525.00</u>
10/05/2016	2	168013	G SHIPPING	G'S SHIPPING STORE	MA TOILET PAPER	101.92
					MA TOILET PAPER	152.88
						<u>254.80</u>
10/05/2016	2	168014	GLAZ T	TABITHA & GREG GLAZIER	DHS CC #3870182 9/14-9/27/16	372.26
10/05/2016	2	168015	GLAZ T	TABITHA & GREG GLAZIER	DHS CC #2673814 9/14/16-9/27/16	311.36
10/05/2016	2	168016	GRAINGER	WW GRAINGER	MA COUPLER, SCREW DRIVER, CONTROL STOP R	73.68
10/05/2016	2	168017	HANSEL	DONNA HANSEL	PC ATTORNEY CONTRACT OCT 2016	1,375.00
10/05/2016	2	168018	HARBOR	HARBOR HALL INC	CC DGC COUNSELING SERVICES SEP 2016	90.00
10/05/2016	2	168019	JOY VALLEY	JOY VALLEY COUNSELING & CONSULT	PC COURT ORDERED SERVICES LACI LALONDE	175.00
10/05/2016	2	168020	KEOGH	WILLIAM L KEOGH PC	PC ATTORNEY CONTRACT OCT 2016	1,375.00
10/05/2016	2	168021	KORTZ	KARI KORTZ	FN CELL REIMBURSEMENT JUL-SEP 2016	135.00
10/05/2016	2	168022	LAMB M	MICHAEL H LAMBLE	PC COURT APPT ATTY RACHELLE R LANDES	75.00
10/05/2016	2	168023	LISS D	DIANE LISSFELT LMSW, ACSW, CAAC	CC DGC COUNSELING SERVICES SEP 2016	90.00
10/05/2016	2	168024	MACARTHUR	TIMOTHY MACARTHUR	PC ATTORNEY CONTRACT OCT 2016	1,375.00
10/05/2016	2	168025	MEMBER	NMCOA	CD NMCOA MEMBERSHIP 2016 K. WREGGLESWORT	100.00
10/05/2016	2	168026	MICKEYS	MICKEY'S MINI MART	CC DGC DRUG COURT GRADUATION REFRESHMENT	47.97
10/05/2016	2	168027	MISC	BRENT MILLER	SD MARINE MILEAGE REIMBURSEMENT MAY-SEP	324.00
10/05/2016	2	168028	MISC	NICHOLAS ROSS	SD MARINE MILEAGE REIMBURSEMENT JUL 2016	123.12
10/05/2016	2	168029	MSA	MICHIGAN SHERIFFS' ASSOCIATION	SD LETTERING FOR NEW VEHICLE	293.50
10/05/2016	2	168030	MSI	MICHIGAN STATE INDUSTRIES	SDJ SHOWER CURTAINS	118.00
10/05/2016	2	168031	NMIDS	NORTHERN MI IND DRUG SCREEN LLC	CC DGC DRUG TESTING SEP 2016	159.00

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
10/05/2016	2	168032	NOP	NATIONAL OFFICE PRODUCTS	MA RUBBERBANDS MA TONER MA MULTIFOLD TOWELS	15.58 68.25 231.10 <hr/> 314.93
10/05/2016	2	168033	PNC VISA	PNC BANK	FN VISA CHARGES THROUGH 9/18/16	2,465.78
10/05/2016	2	168034	PNC VISA	VOID		
10/05/2016	2	168035	REGISTER	MACVC	VA NACVSO/MACVC MEMBERSHIP DUES 2017	110.00
10/05/2016	2	168036	REGISTER	NORTHER MICHIGAN LAW	SD RANGE TRAINING FOR OFFICERS	1,149.32
10/05/2016	2	168037	SBOM	STATE BAR OF MICHIGAN	FOC STATE OF MI BAR MEMBERSHIP DUES 2016	345.00
10/05/2016	2	168038	SHELDON	JENNIFER SHELDON	PC ATTORNEY CONTRACT OCT 2016	1,375.00
10/05/2016	2	168039	SPAR PHAR	SPARTAN NASH/FAMILY FARE	SD JAIL SEPT MEDICATIONS	50.66
10/05/2016	2	168040	TFOU	TEACHING FAMILY HOMES OF UPPER	DHS CC #1704761 2/3-2/21/16	3,715.64
10/05/2016	2	168041	TPS	TAYLOR POWER & SUPPLY	MA LAWNMOWER BLADES	16.95
10/05/2016	2	168042	WEST-PC	THOMSON REUTERS - WEST	PC LIBRARY PLAN CHARGES 8/5-9/4/16 PC LIBRARY PLAN CHARGES 8/5-9/4/16	19.37 53.39 <hr/> 72.76
10/06/2016	2	168043	AIRPORT	CHEBOYGAN AIRPORT AUTHORITY	SRR LEASE AGREEMENT OCT 2016	1,500.00
10/06/2016	2	168044	CAS-TRAN	CHEBOYGAN AREA SCHOOLS	SRR DIESEL FUEL CHARGES SEP 2016	5,641.16
10/06/2016	2	168045	CHS-DGC	CATHOLIC HUMAN SERVICES	CC DGC COUNSELING SERVICES SEP 2016	5.00
10/06/2016	2	168046	LEXISNEXIS	LEXISNEXIS RISK SOLUTIONS	TR INFORMATION SEARCH SEPT 2016	95.00
10/06/2016	2	168047	MACKINAW	MACKINAW TOWNSHIP	TR REIMBURSE FOR OVERCHARGE ON SUMMER TA	772.54
10/06/2016	2	168048	MCPS	MACKINAW CITY PUBLIC SCHOOLS	TR REIMBURSE FOR OVERCHARGE ON SUMMER TA	191.61
10/06/2016	2	168049	NSB	NORTHERN STAR BROADCASTING	SRR MONTHLY TOWER AGREEMENT OCT 2016	300.00
10/06/2016	2	168050	OFF DEPOT	OFFICE DEPOT	CR FLOOR MAT	58.55
10/06/2016	2	168051	RED TOX	REDWOOD TOXICOLOGY LABORATORY	CC DGC DRUG TESTING SEP 2016	110.00
10/06/2016	2	168052	SALVATION	SALVATION ARMY	CC DGC SUPERVISION & HOUSING FEES AUG/SE	1,305.00
10/06/2016	2	168053	SPEEDWAY	SPEEDWAY SUPER AMERICA LLC	SRR FUEL CHARGES 8/18-9/20	223.44
10/06/2016	2	168054	STAN L	LIZ STANKEWITZ	DC REIMBURSE FOR TRAVEL MAGISTRATE CONF	206.46
10/06/2016	2	168055	TREAS	CHEBOYGAN COUNTY TREASURER	PR FRINGE & DEDUCTIONS PE 10/1/16	234,454.94
10/06/2016	2	168056	TREAS	CHEBOYGAN COUNTY TREASURER	SD PETTY CASH REPLACEMENT	116.11
10/06/2016	2	168057	VATF	PAINLESS AUTOWORKS LLC	VA MVTF AUTO REPAIRS #002914 SHANE SUMME	1,341.80
10/06/2016	2	168058	WHEELER	WHEELER MOTORS INC	SD CHECK AC & VALVE STEM SD OIL CHANGE & MOUNT & BALANCE TIRES SD OIL CHANGE DIESEL SD OIL CHANGE/FILTER	72.25 38.95 18.94 27.10 <hr/> 157.24
10/06/2016	2	168059	ZAREMBA	ZAREMBA EQUIPMENT INC	SRR BUS #114 LOW FUEL PRESSURE REPAIRED	268.95
10/06/2016	2	168060	ZAREMBA	ZAREMBA EQUIPMENT INC	SRR BUS #212 CHECK & REPAIR SHAKING/AIR	858.37
10/07/2016	2	168061	CAS-TRAN	CHEBOYGAN AREA SCHOOLS	RC DIESEL FUEL SEP 2016	973.38
10/07/2016	2	168062	CDT-GEN	CHEBOYGAN DAILY TRIBUNE	AD PUBLIC NOTICE/BOARD MTG MINUTES	30.50
10/07/2016	2	168063	LODGING	COMFORT INN	PC CONFERENCE BECKY NOEL CONF #48825169	76.50
10/07/2016	2	168064	RDIC	RIVERTOWN DO-IT CENTER	MA SHIM SHINGLES MA PAINT BRUSHES MA TRIM NAILS, DOOR BOTTOMS MA YELLOW TAPE RULE MA NIPPLE MA PHONE CORDS, COUPLERS MA EXCHANGE/RETURN CREDIT	8.58 11.58 19.17 63.96 1.49 27.96 (0.20) <hr/> 132.54
10/07/2016	2	168065	REGISTER	MI ASSOC OF PROFESSIONAL	PC TRAINING FOR CINDY EBERLY NON-MEMBER	195.00
10/07/2016	2	168066	STRAITS	STRAITSLAND RESORTER	AD CLERK PUBLIC NOTICE/BOARD MTG MINUTES	12.79

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Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
10/14/2016	2	168108	OFF DEPOT	OFFICE DEPOT	SD BATTERIES	43.64
					SD VERBATIM FLASH MEMORY CARD	192.42
					SD BINDER	9.49
						<u>245.55</u>
10/14/2016	2	168109	QCMC	QUICK CARE MEDICAL CENTER	AD PHYSICAL/DRUG SCREEN KEITH WREGGLESWO	110.00
10/14/2016	2	168110	REDM P	PETER REDMOND	BOC COMMISSIONER MILEAGE 10/4-10/11	12.96
10/14/2016	2	168111	REGISTER	EXTENSION FOUNDATION	PZ TRAINING ORDER #14758667305908 WREGGL	275.00
10/14/2016	2	168112	SECURUS	SECURUS TECHNOLOGIES	SDJ INMATE PHONE USAGE CHARGES SEPT 2016	6,303.16
10/14/2016	2	168113	TELE-RAD	TELE-RAD INC	SD LIGHTS TO OUTFIT NEW POLICE VEHICLE	2,575.33
10/14/2016	2	168114	VASR	THE GOOD GUYS AUTO REPAIR	VA SOLDIERS RELIEF FUND CAR REPAIR PHILL	519.35
10/14/2016	2	168115	WALLACE	JOHN WALLACE	BOC COMMISSIONER MILEAGE 9/15-10/11	118.80
10/17/2016	2	168116	AT&T-SRR	AT&T	SRR TELEPHONE 23159792627040 8/29-9/28	165.36
10/17/2016	2	168117	AT&T-SRR	AT&T	SRR TELEPHONE 23159701784023 8/29-9/28	59.96
10/17/2016	2	168118	AT&T/SBC	AT&T	IS TELEPHONE SERVICE 9/23-10/1	587.41
10/17/2016	2	168119	AT&T/SBC	VOID		
10/17/2016	2	168120	BBC	BERNARD BUILDING CENTER	SRR BOLTS & SCREWS FOR BUS INTERIOR	10.40
10/17/2016	2	168121	BCTB	BOYNE CITY TIRE & BRAKE INC	SRR BUX #112 REMOVE & REPLACE 2 REAR TIR	35.00
10/17/2016	2	168122	BCTB	BOYNE CITY TIRE & BRAKE INC	SRR BUS #309 SWAP TIRES FROM #109	125.00
10/17/2016	2	168123	BCTB	BOYNE CITY TIRE & BRAKE INC	SRR BUS #409 SERVICE CALL REPLACE BAD TI	110.00
10/17/2016	2	168124	CALS	CAL'S MOBILE HEAVY EQUIPMENT	SRR BUS #609 FULL SERVICE & CHECK OUT BR	454.70
					SRR #111 FULL SERVICE MISC CHECKS/REPAIR	558.21
					SRR BUS #114 BI ANNUAL INSPECTION	162.50
					SRR BUS #112 FULL SERVICE MISC REPAIRS	577.78
					SRR BUS #709 FULL SERVICE/BI ANNUAL INSP	645.20
						<u>2,398.39</u>
10/17/2016	2	168125	CALS	CAL'S MOBILE HEAVY EQUIPMENT	SRR BUS #212 GO TO AIRPORT & REPLACE BLO	841.06
10/17/2016	2	168126	CAR-CF	CARQUEST AUTO PARTS	CF MED DUTY TARP	79.99
					CF HP DRIVE BELTS FOR GOLF CART	26.89
					CF NUTS BOLT FOR KOBOTA	4.20
					CF STARTER FOR TRACTOR	350.00
					CF RATCHET STRAP	50.18
					CF CABLET TIES	21.12
					CF CABLE TIES/LIGHT	113.93
					CF CABLE TIES/ORANGE & WHITE MARKING PAI	19.65
					CF SMITH CUTTING TIP/ROD	38.01
					CF NEW MASTER CYLINDER FOR WATER TRUCK	224.99
						<u>928.96</u>
10/17/2016	2	168127	CAR-CF	VOID		
10/17/2016	2	168128	CONSUMERS	CONSUMERS ENERGY	CCM ELECTRIC 100030339863 9/12-10/10	682.98
10/17/2016	2	168129	CONSUMERS	CONSUMERS ENERGY	CCM ELECTRIC 100030390080 9/12-10/10	360.83
10/17/2016	2	168130	CONSUMERS	CONSUMERS ENERGY	CCM ELECTRIC 100030390270 9/12-10/10	61.84
10/17/2016	2	168131	DEKETO	DEKETO LLC	CR LICENSE ENHANCEMENT AGREEMENTS SEP 20	1,814.00
10/17/2016	2	168132	DUES	MICHIGAN PUBLIC TRANSIT ASSOC	SRR FY 2017 TRANSIT MEMBER DUES	901.00
10/17/2016	2	168133	ECKER SURV	ECKER SURVEYING INCORPORATED	CR REMON LCRC 7 CORNERS @ \$28 EACH	196.00
10/17/2016	2	168134	G SHIPPING	G'S SHIPPING STORE	SRR 2 CASES OF CENTER PULL ROLL TOWELS A	32.00
10/17/2016	2	168135	GBS	GBS INC	CR VOTER ID CARDS	90.60
10/17/2016	2	168136	GPLLC	GOVERNMENTAL PRODUCTS LLC	TR SUPPLIES DOG/KENNEL TAGS & RECEIPT BO	617.15
10/17/2016	2	168137	MER	MICHIGAN ELECTION RESOURCES	CR GENERAL ELECTION SUPPLIES	2,104.78
10/17/2016	2	168138	NCSLTD	NORTH CENTRAL SECURITY LTD	CF SECURITY	1,968.00
10/17/2016	2	168139	NOP	NATIONAL OFFICE PRODUCTS	PA VICTIMS RIGHTS TABLE TOP, LEGS, RAIL	815.24
10/17/2016	2	168140	OCFA	OTSEGO COUNTY FAIR ASSOCIATION	CF TRI-COUNTY JACKETS	197.91
10/17/2016	2	168141	OFF DEPOT	OFFICE DEPOT	VA TOPAZ SIGLITE LCD	320.99

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
10/19/2016	2	168179	HOME	HOME CONFINEMENT	SDJ MONITORING HAYWOOD/WOZNIAK	162.00
10/19/2016	2	168180	HP	24/7 SEWER & DRAIN CLEANING	HS #H-2014-354 OPEN PLUGGED DRAIN	415.00
10/19/2016	2	168181	HP	SERVPRO OF	HS WATER RESTORATION MAURINE BERGER	1,531.70
10/19/2016	2	168182	INK & TONE	INK & TONER ALTERNATIVE	PC TONER	106.98
10/19/2016	2	168183	JOY VALLEY	JOY VALLEY COUNSELING & CONSULT	PC COURT ORDERED SERVICES	350.00
10/19/2016	2	168184	KEOGH	WILLIAM L KEOGH PC	PC COURT APPT ATTY GAFFNEY	150.00
10/19/2016	2	168185	MMRMA	MMRMA CLAIMS	SDJ JAIL SUPERVISOR TRAINING BECKWITH	225.00
10/19/2016	2	168186	NOP	NATIONAL OFFICE PRODUCTS	PZ POSTCARDS	20.84
					PZ ENVELOPES/FOLDERS	41.47
						<u>62.31</u>
10/19/2016	2	168187	OFF DEPOT	OFFICE DEPOT	DC FOLDERS/STAPLER	114.74
					DC RETURN FOLDERS	(108.38)
						<u>6.36</u>
10/19/2016	2	168188	OFF DEPOT	OFFICE DEPOT	INK CARTRIDGE, CORRECTION TAPE	63.97
10/19/2016	2	168189	PIE&G	PRESQUE ISLE ELECTRIC & GAS	RC SECURITY LIGHT 94565900000	15.15
10/19/2016	2	168190	PRO-TECH	PRO-TECH	SD GUARDIAN CARRIER/HANDCUFF POUCH/RADIO	1,094.60
10/19/2016	2	168191	SBOM	STATE BAR OF MICHIGAN	PC STATE BAR DUES OCT 1, 2016 - SEP 30,	380.00
10/19/2016	2	168192	TREAS	CHEBOYGAN COUNTY TREASURER	PR EMPLOYEE FRINGE/DEDUCTIONS PE 10/15	119,788.37
10/19/2016	2	168193	WERNER	WERNER PLUMBING & HEATING	HS #4-2014-354 REPAIR SUMP PUMP MAURINE	687.44
10/19/2016	2	168194	WEST-CR	THOMSON REUTERS - WEST	CR LIBRARY PLAN CHARGES 9/5-10/4	4.46
10/19/2016	2	168195	WEST-DC	THOMSON REUTERS - WEST	DC LIBRARY PLAN CHARGES 9/5-10/4	13.89
10/19/2016	2	168196	WEST-PC	THOMSON REUTERS - WEST	PC LIBRARY PLAN CHARGES 9/5-10/4	56.06
					PC LIBRARY PLAN CHARGES 9/5-10/4	20.34
						<u>76.40</u>
10/20/2016	2	168197	BHI	BARTLETTS HOME INTERIORS	DHHS CARPET INSTALLATION	18,500.00
10/20/2016	2	168198	CULLIGAN	MCCARDEL CULLIGAN-PETOSKEY	CC JURY ROOM WATER	52.00
10/20/2016	2	168199	KORTZ	KARI KORTZ	FN REIMBURSE MILEAGE TO BOARD MTG	38.88
10/20/2016	2	168200	MISC	DAWN WREGGLESWORTH	FN TUITION REIMBURSEMENT	1,391.50
10/20/2016	2	168201	MOW	MICHIGAN OFFICEWAYS INC	FOC ENVELOPE, RECEIPT BOOK, HIGHLIGHTERS	124.79
10/20/2016	2	168202	TREAS	CHEBOYGAN COUNTY TREASURER	PC SA TRANSPORTATION FEE SEP 2016	3,755.69
10/20/2016	2	168203	TREAS	CHEBOYGAN COUNTY TREASURER	PC SA BUS AIDE SEP 2016	412.08
10/20/2016	2	168204	VATF	LIGHTHOUSE VILLAGE APTS	VA MVTF OVERDUE RENT + 2 MONTHS G. PHILL	1,229.00
10/20/2016	2	168205	WEST-CC	THOMSON REUTERS - WEST	CC LIBRARY PLAN CHARGES 9/5-10/4	69.95
10/20/2016	2	168206	WEST-LL	THOMSON REUTERS - WEST	LL LIBRARY PLAN CHARGES SEP 2016	753.45
10/20/2016	2	168207	WEST-LL	THOMSON REUTERS - WEST	LL LIBRARY PLAN CHARGES 9/5-10/4	519.67
10/21/2016	2	168208	CFSNW	CHILD & FAMILY SERVICES NW	DHS CC #21883988 SEPTEMBER 2016	517.20
10/21/2016	2	168209	CFSNW	CHILD & FAMILY SERVICES NW	DHS CC #4030266 SEPTEMBER 2016	667.20
10/21/2016	2	168210	CFSNW	CHILD & FAMILY SERVICES NW	DHS CC #2181374 SEPTEMBER 2016	667.20
10/21/2016	2	168211	CFSNW	CHILD & FAMILY SERVICES NW	DHS CC #21849790 SEPTEMBER 2016	517.20
10/21/2016	2	168212	CHARTER	CHARTER COMMUNICATIONS	SDJ CABLE 8245122670006824 OCT 2016	112.61
10/21/2016	2	168213	DUNN RO	ROBERT DUNN	CC COURT APPT ATTY #16-5195-FC JAMES HUG	846.03
10/21/2016	2	168214	FITZNER	STEVEN FITZNER	CCD CONSERVATION MTG 10/19	40.00
10/21/2016	2	168215	LYNN PEA	LYNN PEA VEY COMPANY	SD EVIDENCE TAPE	32.50
10/21/2016	2	168216	MOW	MICHIGAN OFFICEWAYS INC	MSU VISITOR TAGS, BATTERIES, ENVELOPES,	118.39
10/21/2016	2	168217	NOP	NATIONAL OFFICE PRODUCTS	CC CALENDARS	98.63
					CC LABELS, CORRECTION FLUID	57.74
						<u>156.37</u>
10/21/2016	2	168218	ORMS B	LEROY ORMSBEE	CCD CONSERVATION MTG 10/19	40.00
10/21/2016	2	168219	PAVLICH	SCOTT L PAVLICH	CC MICHIGAN JUDGE'S CONFERENCE LANSING	298.69
10/21/2016	2	168220	REIM C	CARL REIMANN	CCD CONSERVATION MTG 10/19	40.00
10/21/2016	2	168221	SAP	STRAITS AREA PRINTING	CCDC BUSINESS CARDS	44.00

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
10/21/2016	2	168222	STYF	SAULT TRIBE YOUTH FACILITY	DHS CC #5873541 9/23-9/24	240.00
10/21/2016	2	168223	WHIT G	GREGORY WHITTAKER	CCD CONSERVATION MTG 10/19	40.00
10/21/2016	2	168224	WLS	WELLSPRING LUTHERAN SERVICES	DHS CC #20973561 SEPTEMBER 2016	797.70
10/21/2016	2	168225	WREG K	KEITH WREGGLESWORTH	CD REIMBURSE MEAL FOR TRAINING GAYLORD	10.65
10/25/2016	2	168226	CHEB	CITY OF CHEBOYGAN	HD DRB WATER 7/1-9/30/16	376.58
10/25/2016	2	168227	CHEB	CITY OF CHEBOYGAN	MA WATER 7/1-9/30/16	6,500.96
10/25/2016	2	168228	CONSUMERS	CONSUMERS ENERGY	FG ELECTRIC 100032118323 9/13-10/11	27.45
10/25/2016	2	168229	CONSUMERS	CONSUMERS ENERGY	FG ELECTRIC 100032117473 9/13-10/11	22.57
10/25/2016	2	168230	CONSUMERS	CONSUMERS ENERGY	FG ELECTRIC 100032117523 9/13-10/11	42.07
10/25/2016	2	168231	CONSUMERS	CONSUMERS ENERGY	FG ELECTRIC 100045025812 9/13-10/11	22.97
10/25/2016	2	168232	CONSUMERS	CONSUMERS ENERGY	FG ELECTRIC 100000225340 SEPT 2016	20.13
10/25/2016	2	168233	CONSUMERS	CONSUMERS ENERGY	FG/RC ELECTRIC 100032117416 9/13-10/10	53.44
10/25/2016	2	168234	DANI K	KAREN DANIEL	PC GUARDIANSHIP REVIEW	92.40
10/25/2016	2	168235	DTE	DTE ENERGY	FG/RC GAS CHARGES 9/13-10/13	86.22
10/25/2016	2	168236	EPSI	ENGINEERED PROTECTION SYSTEMS	HD DRB ALARM SYSTEM	313.59
10/25/2016	2	168237	HANSEL	DONNA HANSEL	PC COURT APPT ATTY ELIJAH GAFFNEY	150.00
10/25/2016	2	168238	MOW	MICHIGAN OFFICEWAYS INC	FOC REPORT COVERS	26.76
10/25/2016	2	168239	REIS M	MICHAEL P REISTERER SR	PC COURT APPT ATTY MARK CRAWFORD	100.00
10/25/2016	2	168240	ROSE EXT	ROSE EXTERMINATOR	MA PEST CONTROL JAIL	70.00
10/26/2016	2	168241	ALLO S	SUE ALLOR	BOC COMMISSIONER MILEAGE 10/25/16	32.40
10/26/2016	2	168242	BARTLETT	STUART BARTLETT	PZ COMMISSION MTG 10/5/16	54.04
					PZ SITE VISIT 10/3/16	71.32
					PZ COMMISSION MTG 10/19/16	65.92
						<u>191.28</u>
10/26/2016	2	168243	BOROWICZ	HAROLD BOROWICZ	PZ COMMISSION MTG 10/19/16	51.88
10/26/2016	2	168244	CCE	CCE CENTRAL DISPATCH AUTHORITY	AD OPERATIONS/CAPITAL DEVELOPMENT 4TH QT	112,623.75
10/26/2016	2	168245	CDW-G	CDW-G	IS MONITORS FOR STOCK/REPLACEMENT	664.96
10/26/2016	2	168246	CHARTER	CHARTER COMMUNICATIONS	IS INTERNET 8245122670068360 OCT 2016	99.98
10/26/2016	2	168247	CHARTER	CHARTER COMMUNICATIONS	CCM TELEPHONE 8245122670084508 10/29-11/	149.94
10/26/2016	2	168248	CHEB	CITY OF CHEBOYGAN	CCM WATER 7/1-9/30/16	941.45
10/26/2016	2	168249	CHUR S	STEPHEN CHURCHILL	PZ COMMISSION MTG 10/5/16	53.50
					PZ SITE VISIT 10/5/16	67.00
					PZ COMMISSION MTG 10/19/16	65.92
						<u>186.42</u>
10/26/2016	2	168250	CROF P	PATTY CROFT	PZ COMMISSION MTG 10/5/16	72.40
					PZ SITE VISIT 10/5/16	40.00
					PZ COMMISSION MTG 10/19/16	50.80
						<u>163.20</u>
10/26/2016	2	168251	DEEDS	REGISTER OF DEEDS	HS REGISTER/DISCHARGE MORTGAGE MAURINE B	30.00
10/26/2016	2	168252	FREESE	CHARLES FREESE	PZ COMMISSION MTG 10/5/16	70.78
					PZ SITE VISIT 10/3/16	49.18
					PZ COMMISSION MTG 10/19/16	49.18
						<u>169.14</u>
10/26/2016	2	168253	G SHIPPING	G'S SHIPPING STORE	MA TOILET PAPER	152.88
					MA TOILET PAPER	146.96
						<u>299.84</u>
10/26/2016	2	168254	GASLIGHT	GASLIGHT MEDIA	IS MONTHLY WEBSITE/SEARCH ENGINE OCT 201	150.00
10/26/2016	2	168255	GAUT B	BRUCE GAUTHIER	BOC COMMISSIONER MILEAGE 10/25/16	85.86
10/26/2016	2	168256	GORDON	GORDON FOOD SERVICE	CF MEALS	26.02

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
10/26/2016	2	168257	GOUJ C	CAL GOUINE	BOC COMMISSIONER MILEAGE 10/25/16	3.78
10/26/2016	2	168258	ICMA	ICMA	AD ICMA MEMBERSHIP RENEWAL 2017	791.52
10/26/2016	2	168259	KAVANAUGH	MICHAEL KAVANAUGH	PZ COMMISSION MTG 10/5/16	47.56
					PZ SITE VISIT 10/1/16	52.96
					PZ COMMISSION MTG 10/19/16	47.56
					PZ SITE VISIT 10/15/16	50.80
						<u>198.88</u>
10/26/2016	2	168260	KING B	BRIAN KING	CD REIMBURSE MEAL TRAINING ROSCOMMON	11.40
10/26/2016	2	168261	KORTZ	KARI KORTZ	FN MILEAGE REIMBURSEMENT RADIO COMMITTEE	39.42
10/26/2016	2	168262	KSS	KSS ENTERPRISES	MA CUPS/LINERS/SOAP/CLEANING SUPPLIES	484.81
					MA TOILET PAPER/PAPER TOWEL	319.85
					MA GLOVES/SOAP/LINERS	339.33
					MA FOAM HAND SOAP	181.92
					MA FOAMING CLEANER/LINERS	367.89
					MA KITCHEN ROLL TOWEL/LINERS	263.75
						<u>1,957.55</u>
10/26/2016	2	168263	LYON S	SHARON LYON	PZ COMMISSION MTG 10/19	63.76
					PZ SITE VISIT 10/19/16	63.76
						<u>127.52</u>
10/26/2016	2	168264	MATELSKI	ANTHONY MATELSKI	BOC COMMISSIONER MILEAGE 10/25/16	27.54
10/26/2016	2	168265	MLM	MULLETT LAKE MARINA	SD MARINE FUEL GALLONS PUMPED	99.71
10/26/2016	2	168266	NOP	NATIONAL OFFICE PRODUCTS	MA MULTIFOLD TOWELS	138.66
10/26/2016	2	168267	OHEN D	DANIEL L OHENLEY	RC CELL PHONE REIMBURSE APR-OCT 2016	245.00
10/26/2016	2	168268	OMHMG	OMH MEDICAL GROUP & MEDCARE	SDJ DR VISIT JESSICA JONES	164.00
					SDJ DR. VISIT ANGELA ROCHELEAU	114.00
						<u>278.00</u>
10/26/2016	2	168269	OSTWALD	CHARLES OSTWALD	PZ COMMISSION MTG 10/05	51.88
					PZ SITE VISIT 10/4/16	60.52
					PZ COMMISSION MTG 10/19/16	60.52
						<u>172.92</u>
10/26/2016	2	168270	OTIS	OTIS ELEVATOR COMPANY	MA REPAIR ELEVATOR COUNTY BLDG	412.00
10/26/2016	2	168271	PAETEC	PAETEC	IS PHONE BILLING OCT 2016	248.32
10/26/2016	2	168272	PAETEC	VOID		
10/26/2016	2	168273	REDM P	PETER REDMOND	BOC COMMISSIONER MILEAGE 10/25/16	65.88
10/26/2016	2	168274	SAP	STRAITS AREA PRINTING	CF ADVERTISEMENT 2ND HALF OF CHEBOYGAN T	397.50
10/26/2016	2	168275	SAP	STRAITS AREA PRINTING	CD BUSINESS CARDS CRONK/WREGGLESWORTH	102.00
10/26/2016	2	168276	SIP	STATE INDUSTRIAL PRODUCTS	MA CLEANING CHEMICALS	189.02
10/26/2016	2	168277	WALLACE	JOHN WALLACE	BOC COMMISSIONER MILEAGE 10/25/16	27.00
10/26/2016	2	168278	XAI	XTREME ASPHALT INC.	MA ASPHALT REPAIR BY POLE BARN	5,260.00
10/27/2016	2	168279	BREG L	LOIS BREGE	DHS CC #20623834 9/30/16-10/13/16	241.36
10/27/2016	2	168280	BREG L	LOIS BREGE	DHS CC #20623835 9/30-10/13/16	241.36
10/27/2016	2	168281	BREG L	LOIS BREGE	DHS CC #20623836 9/30-10/13/16	311.36
10/27/2016	2	168282	BREG L	LOIS BREGE	DHS CC #1525157 9/28-10/11/16	241.36
10/27/2016	2	168283	DANI K	KAREN DANIEL	DHS BOARD MTG 10/26/16	48.64
10/27/2016	2	168284	GLAZ T	TABITHA & GREG GLAZIER	DHS CC #3870182 9/28-10/11/16	372.26
10/27/2016	2	168285	GLAZ T	TABITHA & GREG GLAZIER	DHS CC #2673814 9/28-10/11/16	311.36
10/27/2016	2	168286	KSS	KSS ENTERPRISES	SRR KITCHEN PAPER TOWELS	39.95
10/27/2016	2	168287	RON'S AUTO	RON'S AUTO & WRECKER SERVICE	SRR TOWING BUS #409 INDIAN RIVER TO GAYL	265.00
10/27/2016	2	168288	SBOM	STATE BAR OF MICHIGAN	DC ANNUAL STATE BAR DUES 10/1/16-9/30/17	285.00

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CHECK REGISTER FOR CHEBOYGAN COUNTY
 CHECK DATE FROM 10/01/2016 - 10/31/2016

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
10/27/2016	2	168289	SCHW J	JEAN SCHWIND	DHS BOARD MTG 10/26/16	50.80
10/27/2016	2	168290	SPEEDWAY	SPEEDWAY SUPER AMERICA LLC	SRR FUEL CHARGES 9/21/16-10/18/16	505.95
10/27/2016	2	168291	SPIES-SRR	SPIES AUTO PARTS & TIRE	SRR TRANS FLUID & POWER STEERING FLUID	57.00
10/27/2016	2	168292	SPIES-SRR	SPIES AUTO PARTS & TIRE	SRR HEADLIGHTS FOR STOCK	38.04
10/27/2016	2	168293	WLS	WELLSPRING LUTHERAN SERVICES	DHS CC #6199173 MAY 2016 MILEAGE REIMBUR	172.80
10/28/2016	2	168294	CCE	CCE CENTRAL DISPATCH AUTHORITY	FN 4% PHONE SURCHARGE OCT 2016	950.83
10/28/2016	2	168295	DSSI	DRUG SCREEN SOLUTIONS INC	PC COURT ORDERED SERVICES	66.00
10/28/2016	2	168296	EMMET CTY	EMMET COUNTY	FN 2016 EMERGENCY MGMT JUL-SEP 2016	5,607.71
10/28/2016	2	168297	ICC	INTERNATIONAL CODE COUNCIL INC	CD VARIOUS CODE BOOKS	337.96
10/28/2016	2	168298	LAMO T	TERRIE LAMONT	PC GUARDIANSHIP REVIEW WILLIAM MOORE III	30.00
10/28/2016	2	168299	NOEL R	REBECCA NOEL	PC REIMBURSE TRAVEL MPJRA CONF 10/21/16	219.37
10/28/2016	2	168300	SALT R	RAEANN SALTER	PC GUARDIANSHIP REVIEW JOFER/CLARMONT	65.00
10/31/2016	2	168301	AWARD PLUS	AWARDS PLUS	DC ENGRAVING FOR SOBRIETY COURT KEYCHAIN	7.50
10/31/2016	2	168302	FREESE	CHARLES FREESE	ZBA BOARD MTG 10/26/16	70.78
					ZBA SITE VISIT 10/23/16	49.18
						<u>119.96</u>
10/31/2016	2	168303	HEMMER	RALPH HEMMER	ZBA BOARD MTG 10/26/16	56.20
					ZBA SITE VISIT 10/24/16	66.46
						<u>122.66</u>
10/31/2016	2	168304	MOORE	JOHN MOORE	ZBA BOARD MTG 10/26/16	75.64
					ZBA SITE VISIT 10/23/16	57.28
						<u>132.92</u>
10/31/2016	2	168305	OFF DEPOT	OFFICE DEPOT	DC PENS, TAPE, LASER CARTRIDGE	94.75
					DC INK REFILLS	5.99
						<u>100.74</u>
10/31/2016	2	168306	SAP	STRAITS AREA PRINTING	FOC WINDOW ENVELOPES	321.00
10/31/2016	2	168307	SHERWOOD	CAROL J SHERWOOD	ZBA BOARD MTG 10/26/16	40.00
					ZBA SITE VISIT 10/26/16	70.78
						<u>110.78</u>
10/31/2016	2	168308	SOM-TPWU	STATE OF MICHIGAN	DC GARNISHMENT DISCLOSURE FEES 50 @ \$6	300.00
10/31/2016	2	168309	SOM-TPWU	STATE OF MICHIGAN	DC GARNISHMENT DISCLOSURE FEES 19 @ \$6	114.00
10/31/2016	2	168310	SPIES-CF	SPIES AUTO PARTS & TIRE	CF LAWN TRACTOR BELT	16.10
					CF JUMPER CABLES, RATCHET, BRAKE CLEANER	73.32
					CF CABLE TIES	5.75
					CF TRACTOR FLUIDS	36.69
						<u>131.86</u>
10/31/2016	2	168311	TARGET	TARGET	DC FORMS	40.87
10/31/2016	2	168312	THOM JO	JOHN THOMPSON	ZBA BOARD MTG 10/26/16	59.44
					ZBA SITE VISIT 10/26/16	40.00
						<u>99.44</u>
10/31/2016	2	168313	CCE	CCE CENTRAL DISPATCH AUTHORITY	FN STATE OF MI 911 WIRELESS DISTRIBUTION	37,601.00
10/31/2016	2	168314	JMS	JUDICIAL MANAGEMENT SYSTEM	DC ANNUAL SUPPORT FEE 2017	2,738.00
10/31/2016	2	168315	MISC	SARA CUNNINGHAM	VA REIMBURSE MILEAGE TO NACVSO TRAINING	574.56
10/31/2016	2	168316	NMRE	NORTHERN MICH REGIONAL ENTITY	TR CONVENTION FACILITY FUND 3RD QUARTER	16,641.97

11/02/2016 10:56 AM
User: DWREGGLESWORTH
DB: Cheboygan

CHECK REGISTER FOR CHEBOYGAN COUNTY
CHECK DATE FROM 10/01/2016 - 10/31/2016

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
10/31/2016	2	168317	SELI D	DALE SELIN	DC CELL REIMBURSE OCT 2016	45.00
10/31/2016	2	168318	STAN L	LIZ STANKEWITZ	DC CELL REIMBURSE OCT 2016	45.00
10/31/2016	2	168319	TREAS	CHEBOYGAN COUNTY TREASURER	TR CONVENTION FACILITY FUND 3RD QUARTER	16,641.98
10/31/2016	2	168320	UPS	UNITED PARCEL SERVICE	FN UPS CHARGES 8/28-10/22/16	19.30
10/31/2016	2	168321	YOUN K	KIMBERLY YOUNGS	DC CELL REIMBURSE OCT 2016	45.00

2 TOTALS:

Total of 334 Checks:	965,417.13
Less 4 Void Checks:	0.00
Total of 330 Disbursements:	<u>965,417.13</u>

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
Bank 2 GENERAL FUND						
10/03/2016	2	167988	CAVI C	CAMERON CAVITT	FN DRAIN COMMISSIONER SALARY OCT-DEC 201	200.00
10/03/2016	2	167989	CCD	CHEBOYGAN CONSERVATION DISTRICT	FN CCD 4TH QUARTER APPROPRIATION 2016	3,125.00
10/03/2016	2	167990	CLSSI	CHEBOYGAN LIFE SUPPORT SYSTEM	TR AMBULANCE MILLAGE OCT 2016	24,332.83
10/03/2016	2	167991	DH #4	DISTRICT HEALTH DEPT #4	FN DHD 4TH QUARTER APPROPRIATION 2016	54,995.75
10/03/2016	2	167992	EMMET CTY	EMMET COUNTY	TR AMBULANCE MILLAGE OCT 2016	1,962.25
10/03/2016	2	167993	GRAN J	JAMES H GRANGER	FN COUNTY SURVEYOR SALARY OCT-DEC 2016	200.00
10/03/2016	2	167994	HUMANE	CHEB COUNTY HUMANE SOCIETY	FN CCHS FOURTH QUARTER APPROPRIATION 201	35,750.00
10/03/2016	2	167995	NCCMH	NORTH COUNTRY COMMUNITY	FN CCMH 4TH QUARTER APPROPRIATION 2016	27,998.75
10/03/2016	2	167996	OAA	ONAWAY AREA AMBULANCE	TR AMBULANCE MILLAGE OCT 2016	1,209.25
10/03/2016	2	167997	PUB DEF 3	RONALD VARGA OR WILLIAM KEOGH	FN PUBLIC DEFENDER CONTRACTUAL FEE OCT 2	11,709.58
10/03/2016	2	167998	RAMSAY	DONALD RAMSAY DO	CR MEDICAL EXAMINER WAGES OCT 2016	735.44
10/03/2016	2	167999	SENIOR CIT	CHEBOYGAN COUNTY COUNCIL	TR SENIOR CITIZEN MILLAGE REQUEST OCT 20	42,581.25
10/03/2016	2	168000	WASC	WAWATAM AREA SENIOR CITIZENS INC	TR SENIOR MILLAGE REQUEST OCT 2016	4,142.00
10/05/2016	2	168001	ACKE	CHRISTOPHER ACKERMAN	PC SA INDEPENDENT CONTRACT OCT 2016	1,000.00
10/05/2016	2	168002	BARR J	JODI BARRETTE	DC REIMBURSE FOR SOBRIETY COURT GAS CARD	50.00
10/05/2016	2	168003	BBC	BERNARD BUILDING CENTER	CCM KEY FOR FISH CLEANING STATION	1.59
					MA PHONE JACK WALL PLATE	5.98
						<u>7.57</u>
10/05/2016	2	168004	BROW C	CHARLES BROWN	PC SA FDTA FALL SESSION	1,550.00
10/05/2016	2	168005	BUTTS	ROBERT J BUTTS	PC REIMBURSE FOR TRAINING EXPENSES 9/18-	837.02
10/05/2016	2	168006	CAR-RC	CARQUEST	RC JERSEY GLOVES & WINDSHIELD BLADES	25.54
10/05/2016	2	168007	CAR-SD	CARQUEST AUTO PARTS	SD WIPERS	56.98
10/05/2016	2	168008	CARD	CARDMEMBER SERVICE	SD VISA CHARGES THROUGH 9/26/16	1,548.37
10/05/2016	2	168009	CARNATION	CARNATION RESTAURANT	SDJ INMATE MEALS 6,795 & DETERGENT	23,341.84
10/05/2016	2	168010	CARQUEST	CARQUEST	MA UTILITY V BELTS FOR LAWN TRACTOR	26.70
10/05/2016	2	168011	CRON M	MATTHEW CRONK	CD REIMBURSE GAS COCM TRAINING IN LANSIN	32.42
10/05/2016	2	168012	DEAN	NANCY B DEAN	PC COURT APPT ATTY WILSON-VULK/COCKRILL	150.00
					PC ATTORNEY CONTRACT OCT 2016	1,375.00
						<u>1,525.00</u>
10/05/2016	2	168013	G SHIPPING	G'S SHIPPING STORE	MA TOILET PAPER	101.92
					MA TOILET PAPER	152.88
						<u>254.80</u>
10/05/2016	2	168014	GLAZ T	TABITHA & GREG GLAZIER	DHS CC #3870182 9/14-9/27/16	372.26
10/05/2016	2	168015	GLAZ T	TABITHA & GREG GLAZIER	DHS CC #2673814 9/14/16-9/27/16	311.36
10/05/2016	2	168016	GRAINGER	WW GRAINGER	MA COUPLER, SCREW DRIVER, CONTROL STOP R	73.68
10/05/2016	2	168017	HANSEL	DONNA HANSEL	PC ATTORNEY CONTRACT OCT 2016	1,375.00
10/05/2016	2	168018	HARBOR	HARBOR HALL INC	CC DGC COUNSELING SERVICES SEP 2016	90.00
10/05/2016	2	168019	JOY VALLEY	JOY VALLEY COUNSELING & CONSULT	PC COURT ORDERED SERVICES LACI LALONDE	175.00
10/05/2016	2	168020	KEOGH	WILLIAM L KEOGH PC	PC ATTORNEY CONTRACT OCT 2016	1,375.00
10/05/2016	2	168021	KORTZ	KARI KORTZ	FN CELL REIMBURSEMENT JUL-SEP 2016	135.00
10/05/2016	2	168022	LAMB M	MICHAEL H LAMBLE	PC COURT APPT ATTY RACHELLE R LANDES	75.00
10/05/2016	2	168023	LISS D	DIANE LISSFELT LMSW, ACSW, CAAC	CC DGC COUNSELING SERVICES SEP 2016	90.00
10/05/2016	2	168024	MACARTHUR	TIMOTHY MACARTHUR	PC ATTORNEY CONTRACT OCT 2016	1,375.00
10/05/2016	2	168025	MEMBER	NMCOA	CD NMCOA MEMBERSHIP 2016 K. WREGGLESWORT	100.00
10/05/2016	2	168026	MICKEYS	MICKEY'S MINI MART	CC DGC DRUG COURT GRADUATION REFRESHMENT	47.97
10/05/2016	2	168027	MISC	BRENT MILLER	SD MARINE MILEAGE REIMBURSEMENT MAY-SEP	324.00
10/05/2016	2	168028	MISC	NICHOLAS ROSS	SD MARINE MILEAGE REIMBURSEMENT JUL 2016	123.12
10/05/2016	2	168029	MSA	MICHIGAN SHERIFFS' ASSOCIATION	SD LETTERING FOR NEW VEHICLE	293.50
10/05/2016	2	168030	MSI	MICHIGAN STATE INDUSTRIES	SDJ SHOWER CURTAINS	118.00
10/05/2016	2	168031	NMIDS	NORTHERN MI IND DRUG SCREEN LLC	CC DGC DRUG TESTING SEP 2016	159.00

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
10/05/2016	2	168032	NOP	NATIONAL OFFICE PRODUCTS	MA RUBBERBANDS MA TONER MA MULTIFOLD TOWELS	15.58 68.25 231.10 <u>314.93</u>
10/05/2016	2	168033	PNC VISA	PNC BANK	FN VISA CHARGES THROUGH 9/18/16	2,465.78
10/05/2016	2	168034	PNC VISA	VOID		
10/05/2016	2	168035	REGISTER	MACVC	VA NACVSO/MACVC MEMBERSHIP DUES 2017	110.00
10/05/2016	2	168036	REGISTER	NORTHER MICHIGAN LAW	SD RANGE TRAINING FOR OFFICERS	1,149.32
10/05/2016	2	168037	SBOM	STATE BAR OF MICHIGAN	FOC STATE OF MI BAR MEMBERSHIP DUES 2016	345.00
10/05/2016	2	168038	SHELDON	JENNIFER SHELDON	PC ATTORNEY CONTRACT OCT 2016	1,375.00
10/05/2016	2	168039	SPAR PHAR	SPARTAN NASH/FAMILY FARE	SD JAIL SEPT MEDICATIONS	50.66
10/05/2016	2	168040	TFOU	TEACHING FAMILY HOMES OF UPPER	DHS CC #1704761 2/3-2/21/16	3,715.64
10/05/2016	2	168041	TPS	TAYLOR POWER & SUPPLY	MA LAWNMOWER BLADES	16.95
10/05/2016	2	168042	WEST-PC	THOMSON REUTERS - WEST	PC LIBRARY PLAN CHARGES 8/5-9/4/16 PC LIBRARY PLAN CHARGES 8/5-9/4/16	19.37 53.39 <u>72.76</u>
10/06/2016	2	168043	AIRPORT	CHEBOYGAN AIRPORT AUTHORITY	SRR LEASE AGREEMENT OCT 2016	1,500.00
10/06/2016	2	168044	CAS-TRAN	CHEBOYGAN AREA SCHOOLS	SRR DIESEL FUEL CHARGES SEP 2016	5,641.16
10/06/2016	2	168045	CHS-DGC	CATHOLIC HUMAN SERVICES	CC DGC COUNSELING SERVICES SEP 2016	5.00
10/06/2016	2	168046	LEXISNEXIS	LEXISNEXIS RISK SOLUTIONS	TR INFORMATION SEARCH SEPT 2016	95.00
10/06/2016	2	168047	MACKINAW	MACKINAW TOWNSHIP	TR REIMBURSE FOR OVERCHARGE ON SUMMER TA	772.54
10/06/2016	2	168048	MCPS	MACKINAW CITY PUBLIC SCHOOLS	TR REIMBURSE FOR OVERCHARGE ON SUMMER TA	191.61
10/06/2016	2	168049	NSB	NORTHERN STAR BROADCASTING	SRR MONTHLY TOWER AGREEMENT OCT 2016	300.00
10/06/2016	2	168050	OFF DEPOT	OFFICE DEPOT	CR FLOOR MAT	58.55
10/06/2016	2	168051	RED TOX	REDWOOD TOXICOLOGY LABORATORY	CC DGC DRUG TESTING SEP 2016	110.00
10/06/2016	2	168052	SALVATION	SALVATION ARMY	CC DGC SUPERVISION & HOUSING FEES AUG/SE	1,305.00
10/06/2016	2	168053	SPEEDWAY	SPEEDWAY SUPER AMERICA LLC	SRR FUEL CHARGES 8/18-9/20	223.44
10/06/2016	2	168054	STAN L	LIZ STANKIEWITZ	DC REIMBURSE FOR TRAVEL MAGISTRATE CONF	206.46
10/06/2016	2	168055	TREAS	CHEBOYGAN COUNTY TREASURER	PR FRINGE & DEDUCTIONS PE 10/1/16	234,454.94
10/06/2016	2	168056	TREAS	CHEBOYGAN COUNTY TREASURER	SD PETTY CASH REPLACEMENT	116.11
10/06/2016	2	168057	VATF	PAINLESS AUTOWORKS LLC	VA MVTF AUTO REPAIRS #002914 SHANE SUMME	1,341.80
10/06/2016	2	168058	WHEELER	WHEELER MOTORS INC	SD CHECK AC & VALVE STEM SD OIL CHANGE & MOUNT & BALANCE TIRES SD OIL CHANGE DIESEL SD OIL CHANGE/FILTER	72.25 38.95 18.94 27.10 <u>157.24</u>
10/06/2016	2	168059	ZAREMBA	ZAREMBA EQUIPMENT INC	SRR BUS #114 LOW FUEL PRESSURE REPAIRED	268.95
10/06/2016	2	168060	ZAREMBA	ZAREMBA EQUIPMENT INC	SRR BUS #212 CHECK & REPAIR SHAKING/AIR	858.37
10/07/2016	2	168061	CAS-TRAN	CHEBOYGAN AREA SCHOOLS	RC DIESEL FUEL SEP 2016	973.38
10/07/2016	2	168062	CDT-GEN	CHEBOYGAN DAILY TRIBUNE	AD PUBLIC NOTICE/BOARD MTG MINUTES	30.50
10/07/2016	2	168063	LODGING	COMFORT INN	PC CONFERENCE BECKY NOEL CONF #48825169	76.50
10/07/2016	2	168064	RDIC	RIVERTOWN DO-IT CENTER	MA SHIM SHINGLES MA PAINT BRUSHES MA TRIM NAILS, DOOR BOTTOMS MA YELLOW TAPE RULE MA NIPPLE MA PHONE CORDS, COUPLERS MA EXCHANGE/RETURN CREDIT	8.58 11.58 19.17 63.96 1.49 27.96 (0.20) <u>132.54</u>
10/07/2016	2	168065	REGISTER	MI ASSOC OF PROFESSIONAL	PC TRAINING FOR CINDY EBERLY NON-MEMBER	195.00
10/07/2016	2	168066	STRAITS	STRAITSLAND RESORTER	AD CLERK PUBLIC NOTICE/BOARD MTG MINUTES	12.79

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Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
10/14/2016	2	168108	OFF DEPOT	OFFICE DEPOT	SD BATTERIES	43.64
					SD VERBATIM FLASH MEMORY CARD	192.42
					SD BINDER	9.49
						<u>245.55</u>
10/14/2016	2	168109	QCMC	QUICK CARE MEDICAL CENTER	AD PHYSICAL/DRUG SCREEN KEITH WREGGLESWO	110.00
10/14/2016	2	168110	REDM P	PETER REDMOND	BOC COMMISSIONER MILEAGE 10/4-10/11	12.96
10/14/2016	2	168111	REGISTER	EXTENSION FOUNDATION	PZ TRAINING ORDER #14758667305908 WREGGL	275.00
10/14/2016	2	168112	SECURUS	SECURUS TECHNOLOGIES	SDJ INMATE PHONE USAGE CHARGES SEPT 2016	6,303.16
10/14/2016	2	168113	TELE-RAD	TELE-RAD INC	SD LIGHTS TO OUTFIT NEW POLICE VEHICLE	2,575.33
10/14/2016	2	168114	VASR	THE GOOD GUYS AUTO REPAIR	VA SOLDIERS RELIEF FUND CAR REPAIR PHILL	519.35
10/14/2016	2	168115	WALLACE	JOHN WALLACE	BOC COMMISSIONER MILEAGE 9/15-10/11	118.80
10/17/2016	2	168116	AT&T-SRR	AT&T	SRR TELEPHONE 23159792627040 8/29-9/28	165.36
10/17/2016	2	168117	AT&T-SRR	AT&T	SRR TELEPHONE 23159701784023 8/29-9/28	59.96
10/17/2016	2	168118	AT&T/SBC	AT&T	IS TELEPHONE SERVICE 9/23-10/1	587.41
10/17/2016	2	168119	AT&T/SBC	VOID		
10/17/2016	2	168120	BBC	BERNARD BUILDING CENTER	SRR BOLTS & SCREWS FOR BUS INTERIOR	10.40
10/17/2016	2	168121	BCTB	BOYNE CITY TIRE & BRAKE INC	SRR BUX #112 REMOVE & REPLACE 2 REAR TIR	35.00
10/17/2016	2	168122	BCTB	BOYNE CITY TIRE & BRAKE INC	SRR BUS #309 SWAP TIRES FROM #109	125.00
10/17/2016	2	168123	BCTB	BOYNE CITY TIRE & BRAKE INC	SRR BUS #409 SERVICE CALL REPLACE BAD TI	110.00
10/17/2016	2	168124	CALS	CAL'S MOBILE HEAVY EQUIPMENT	SRR BUS #609 FULL SERVICE & CHECK OUT BR	454.70
					SRR #111 FULL SERVICE MISC CHECKS/REPAIR	558.21
					SRR BUS #114 BI ANNUAL INSPECTION	162.50
					SRR BUS #112 FULL SERVICE MISC REPAIRS	577.78
					SRR BUS #709 FULL SERVICE/BI ANNUAL INSP	645.20
						<u>2,398.39</u>
10/17/2016	2	168125	CALS	CAL'S MOBILE HEAVY EQUIPMENT	SRR BUS #212 GO TO AIRPORT & REPLACE BLO	841.06
10/17/2016	2	168126	CAR-CF	CARQUEST AUTO PARTS	CF MED DUTY TARP	79.99
					CF HP DRIVE BELTS FOR GOLF CART	26.89
					CF NUTS BOLT FOR KOBOTA	4.20
					CF STARTER FOR TRACTOR	350.00
					CF RATCHET STRAP	50.18
					CF CABLET TIES	21.12
					CF CABLE TIES/LIGHT	113.93
					CF CABLE TIES/ORANGE & WHITE MARKING PAI	19.65
					CF SMITH CUTTING TIP/ROD	38.01
					CF NEW MASTER CYLINDER FOR WATER TRUCK	224.99
						<u>928.96</u>
10/17/2016	2	168127	CAR-CF	VOID		
10/17/2016	2	168128	CONSUMERS	CONSUMERS ENERGY	CCM ELECTRIC 100030339863 9/12-10/10	682.98
10/17/2016	2	168129	CONSUMERS	CONSUMERS ENERGY	CCM ELECTRIC 100030390080 9/12-10/10	360.83
10/17/2016	2	168130	CONSUMERS	CONSUMERS ENERGY	CCM ELECTRIC 100030390270 9/12-10/10	61.84
10/17/2016	2	168131	DEKETO	DEKETO LLC	CR LICENSE ENHANCEMENT AGREEMENTS SEP 20	1,814.00
10/17/2016	2	168132	DUES	MICHIGAN PUBLIC TRANSIT ASSOC	SRR FY 2017 TRANSIT MEMBER DUES	901.00
10/17/2016	2	168133	ECKER SURV	ECKER SURVEYING INCORPORATED	CR REMON LCRC 7 CORNERS @ \$28 EACH	196.00
10/17/2016	2	168134	G SHIPPING	G'S SHIPPING STORE	SRR 2 CASES OF CENTER PULL ROLL TOWELS A	32.00
10/17/2016	2	168135	GBS	GBS INC	CR VOTER ID CARDS	90.60
10/17/2016	2	168136	GPLLC	GOVERNMENTAL PRODUCTS LLC	TR SUPPLIES DOG/KENNEL TAGS & RECEIPT BO	617.15
10/17/2016	2	168137	MER	MICHIGAN ELECTION RESOURCES	CR GENERAL ELECTION SUPPLIES	2,104.78
10/17/2016	2	168138	NCSLTD	NORTH CENTRAL SECURITY LTD	CF SECURITY	1,968.00
10/17/2016	2	168139	NOP	NATIONAL OFFICE PRODUCTS	PA VICTIMS RIGHTS TABLE TOP, LEGS, RAIL	815.24
10/17/2016	2	168140	OCFA	OTSEGO COUNTY FAIR ASSOCIATION	CF TRI-COUNTY JACKETS	197.91
10/17/2016	2	168141	OFF DEPOT	OFFICE DEPOT	VA TOPAZ SIGLITE LCD	320.99

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10/19/2016	2	168179	HOME	HOME CONFINEMENT	SDJ MONITORING HAYWOOD/WOZNIAK	162.00
10/19/2016	2	168180	HP	24/7 SEWER & DRAIN CLEANING	HS #H-2014-354 OPEN PLUGGED DRAIN	415.00
10/19/2016	2	168181	HP	SERVPRO OF	HS WATER RESTORATION MAURINE BERGER	1,531.70
10/19/2016	2	168182	INK & TONE	INK & TONER ALTERNATIVE	PC TONER	106.98
10/19/2016	2	168183	JOY VALLEY	JOY VALLEY COUNSELING & CONSULT	PC COURT ORDERED SERVICES	350.00
10/19/2016	2	168184	KEOGH	WILLIAM L KEOGH PC	PC COURT APPT ATTY GAFFNEY	150.00
10/19/2016	2	168185	MMRMA	MMRMA CLAIMS	SDJ JAIL SUPERVISOR TRAINING BECKWITH	225.00
10/19/2016	2	168186	NOP	NATIONAL OFFICE PRODUCTS	PZ POSTCARDS	20.84
					PZ ENVELOPES/FOLDERS	41.47
						<u>62.31</u>
10/19/2016	2	168187	OFF DEPOT	OFFICE DEPOT	DC FOLDERS/STAPLER	114.74
					DC RETURN FOLDERS	(108.38)
						<u>6.36</u>
10/19/2016	2	168188	OFF DEPOT	OFFICE DEPOT	INK CARTRIDGE, CORRECTION TAPE	63.97
10/19/2016	2	168189	PIE&G	PRESQUE ISLE ELECTRIC & GAS	RC SECURITY LIGHT 94565900000	15.15
10/19/2016	2	168190	PRO-TECH	PRO-TECH	SD GUARDIAN CARRIER/HANDCUFF POUCH/RADIO	1,094.60
10/19/2016	2	168191	SBOM	STATE BAR OF MICHIGAN	PC STATE BAR DUES OCT 1, 2016 - SEP 30,	380.00
10/19/2016	2	168192	TREAS	CHEBOYGAN COUNTY TREASURER	PR EMPLOYEE FRINGE/DEDUCTIONS PE 10/15	119,788.37
10/19/2016	2	168193	WERNER	WERNER PLUMBING & HEATING	HS #4-2014-354 REPAIR SUMP PUMP MAURINE	687.44
10/19/2016	2	168194	WEST-CR	THOMSON REUTERS - WEST	CR LIBRARY PLAN CHARGES 9/5-10/4	4.46
10/19/2016	2	168195	WEST-DC	THOMSON REUTERS - WEST	DC LIBRARY PLAN CHARGES 9/5-10/4	13.89
10/19/2016	2	168196	WEST-PC	THOMSON REUTERS - WEST	PC LIBRARY PLAN CHARGES 9/5-10/4	56.06
					PC LIBRARY PLAN CHARGES 9/5-10/4	20.34
						<u>76.40</u>
10/20/2016	2	168197	BHI	BARTLETTS HOME INTERIORS	DHHS CARPET INSTALLATION	18,500.00
10/20/2016	2	168198	CULLIGAN	MCCARDEL CULLIGAN-PETOSKEY	CC JURY ROOM WATER	52.00
10/20/2016	2	168199	KORTZ	KARI KORTZ	FN REIMBURSE MILEAGE TO BOARD MTG	38.88
10/20/2016	2	168200	MISC	DAWN WREGGLESWORTH	FN TUITION REIMBURSEMENT	1,391.50
10/20/2016	2	168201	MOW	MICHIGAN OFFICEWAYS INC	FOC ENVELOPE, RECEIPT BOOK, HIGHLIGHTERS	124.79
10/20/2016	2	168202	TREAS	CHEBOYGAN COUNTY TREASURER	PC SA TRANSPORTATION FEE SEP 2016	3,755.69
10/20/2016	2	168203	TREAS	CHEBOYGAN COUNTY TREASURER	PC SA BUS AIDE SEP 2016	412.08
10/20/2016	2	168204	VATF	LIGHTHOUSE VILLAGE APTS	VA MVTF OVERDUE RENT + 2 MONTHS G. PHILL	1,229.00
10/20/2016	2	168205	WEST-CC	THOMSON REUTERS - WEST	CC LIBRARY PLAN CHARGES 9/5-10/4	69.95
10/20/2016	2	168206	WEST-LL	THOMSON REUTERS - WEST	LL LIBRARY PLAN CHARGES SEP 2016	753.45
10/20/2016	2	168207	WEST-LL	THOMSON REUTERS - WEST	LL LIBRARY PLAN CHARGES 9/5-10/4	519.67
10/21/2016	2	168208	CFSNW	CHILD & FAMILY SERVICES NW	DHS CC #21883988 SEPTEMBER 2016	517.20
10/21/2016	2	168209	CFSNW	CHILD & FAMILY SERVICES NW	DHS CC #4030266 SEPTEMBER 2016	667.20
10/21/2016	2	168210	CFSNW	CHILD & FAMILY SERVICES NW	DHS CC #2181374 SEPTEMBER 2016	667.20
10/21/2016	2	168211	CFSNW	CHILD & FAMILY SERVICES NW	DHS CC #21849790 SEPTEMBER 2016	517.20
10/21/2016	2	168212	CHARTER	CHARTER COMMUNICATIONS	SDJ CABLE 8245122670006824 OCT 2016	112.61
10/21/2016	2	168213	DUNN RO	ROBERT DUNN	CC COURT APPT ATTY #16-5195-FC JAMES HUG	846.03
10/21/2016	2	168214	FITZNER	STEVEN FITZNER	CCD CONSERVATION MTG 10/19	40.00
10/21/2016	2	168215	LYNN PEA	LYNN PEA VEY COMPANY	SD EVIDENCE TAPE	32.50
10/21/2016	2	168216	MOW	MICHIGAN OFFICEWAYS INC	MSU VISITOR TAGS, BATTERIES, ENVELOPES,	118.39
10/21/2016	2	168217	NOP	NATIONAL OFFICE PRODUCTS	CC CALENDARS	98.63
					CC LABELS, CORRECTION FLUID	57.74
						<u>156.37</u>
10/21/2016	2	168218	ORMS B	LEROY ORMSBEE	CCD CONSERVATION MTG 10/19	40.00
10/21/2016	2	168219	PAVLICH	SCOTT L PAVLICH	CC MICHIGAN JUDGE'S CONFERENCE LANSING	298.69
10/21/2016	2	168220	REIM C	CARL REIMANN	CCD CONSERVATION MTG 10/19	40.00
10/21/2016	2	168221	SAP	STRAITS AREA PRINTING	CCDC BUSINESS CARDS	44.00

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10/21/2016	2	168222	STYF	SAULT TRIBE YOUTH FACILITY	DHS CC #5873541 9/23-9/24	240.00
10/21/2016	2	168223	WHIT G	GREGORY WHITTAKER	CCD CONSERVATION MTG 10/19	40.00
10/21/2016	2	168224	WLS	WELLSPRING LUTHERAN SERVICES	DHS CC #20973561 SEPTEMBER 2016	797.70
10/21/2016	2	168225	WREG K	KEITH WREGGLESWORTH	CD REIMBURSE MEAL FOR TRAINING GAYLORD	10.65
10/25/2016	2	168226	CHEB	CITY OF CHEBOYGAN	HD DRB WATER 7/1-9/30/16	376.58
10/25/2016	2	168227	CHEB	CITY OF CHEBOYGAN	MA WATER 7/1-9/30/16	6,500.96
10/25/2016	2	168228	CONSUMERS	CONSUMERS ENERGY	FG ELECTRIC 100032118323 9/13-10/11	27.45
10/25/2016	2	168229	CONSUMERS	CONSUMERS ENERGY	FG ELECTRIC 100032117473 9/13-10/11	22.57
10/25/2016	2	168230	CONSUMERS	CONSUMERS ENERGY	FG ELECTRIC 100032117523 9/13-10/11	42.07
10/25/2016	2	168231	CONSUMERS	CONSUMERS ENERGY	FG ELECTRIC 100045025812 9/13-10/11	22.97
10/25/2016	2	168232	CONSUMERS	CONSUMERS ENERGY	FG ELECTRIC 100000225340 SEPT 2016	20.13
10/25/2016	2	168233	CONSUMERS	CONSUMERS ENERGY	FG/RC ELECTRIC 100032117416 9/13-10/10	53.44
10/25/2016	2	168234	DANI K	KAREN DANIEL	PC GUARDIANSHIP REVIEW	92.40
10/25/2016	2	168235	DTE	DTE ENERGY	FG/RC GAS CHARGES 9/13-10/13	86.22
10/25/2016	2	168236	EPSI	ENGINEERED PROTECTION SYSTEMS	HD DRB ALARM SYSTEM	313.59
10/25/2016	2	168237	HANSEL	DONNA HANSEL	PC COURT APPT ATTY ELIJAH GAFFNEY	150.00
10/25/2016	2	168238	MOW	MICHIGAN OFFICEWAYS INC	FOC REPORT COVERS	26.76
10/25/2016	2	168239	REIS M	MICHAEL P REISTERER SR	PC COURT APPT ATTY MARK CRAWFORD	100.00
10/25/2016	2	168240	ROSE EXT	ROSE EXTERMINATOR	MA PEST CONTROL JAIL	70.00
10/26/2016	2	168241	ALLO S	SUE ALLOR	BOC COMMISSIONER MILEAGE 10/25/16	32.40
10/26/2016	2	168242	BARTLETT	STUART BARTLETT	PZ COMMISSION MTG 10/5/16	54.04
					PZ SITE VISIT 10/3/16	71.32
					PZ COMMISSION MTG 10/19/16	65.92
						<u>191.28</u>
10/26/2016	2	168243	BOROWICZ	HAROLD BOROWICZ	PZ COMMISSION MTG 10/19/16	51.88
10/26/2016	2	168244	CCE	CCE CENTRAL DISPATCH AUTHORITY	AD OPERATIONS/CAPITAL DEVELOPMENT 4TH QT	112,623.75
10/26/2016	2	168245	CDW-G	CDW-G	IS MONITORS FOR STOCK/REPLACEMENT	664.96
10/26/2016	2	168246	CHARTER	CHARTER COMMUNICATIONS	IS INTERNET 8245122670068360 OCT 2016	99.98
10/26/2016	2	168247	CHARTER	CHARTER COMMUNICATIONS	CCM TELEPHONE 8245122670084508 10/29-11/	149.94
10/26/2016	2	168248	CHEB	CITY OF CHEBOYGAN	CCM WATER 7/1-9/30/16	941.45
10/26/2016	2	168249	CHUR S	STEPHEN CHURCHILL	PZ COMMISSION MTG 10/5/16	53.50
					PZ SITE VISIT 10/5/16	67.00
					PZ COMMISSION MTG 10/19/16	65.92
						<u>186.42</u>
10/26/2016	2	168250	CROF P	PATTY CROFT	PZ COMMISSION MTG 10/5/16	72.40
					PZ SITE VISIT 10/5/16	40.00
					PZ COMMISSION MTG 10/19/16	50.80
						<u>163.20</u>
10/26/2016	2	168251	DEEDS	REGISTER OF DEEDS	HS REGISTER/DISCHARGE MORTGAGE MAURINE B	30.00
10/26/2016	2	168252	FREESE	CHARLES FREESE	PZ COMMISSION MTG 10/5/16	70.78
					PZ SITE VISIT 10/3/16	49.18
					PZ COMMISSION MTG 10/19/16	49.18
						<u>169.14</u>
10/26/2016	2	168253	G SHIPPING	G'S SHIPPING STORE	MA TOILET PAPER	152.88
					MA TOILET PAPER	146.96
						<u>299.84</u>
10/26/2016	2	168254	GASLIGHT	GASLIGHT MEDIA	IS MONTHLY WEBSITE/SEARCH ENGINE OCT 201	150.00
10/26/2016	2	168255	GAUT B	BRUCE GAUTHIER	BOC COMMISSIONER MILEAGE 10/25/16	85.86
10/26/2016	2	168256	GORDON	GORDON FOOD SERVICE	CF MEALS	26.02

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10/26/2016	2	168257	GOUJ C	CAL GOUINE	BOC COMMISSIONER MILEAGE 10/25/16	3.78
10/26/2016	2	168258	ICMA	ICMA	AD ICMA MEMBERSHIP RENEWAL 2017	791.52
10/26/2016	2	168259	KAVANAUGH	MICHAEL KAVANAUGH	PZ COMMISSION MTG 10/5/16	47.56
					PZ SITE VISIT 10/1/16	52.96
					PZ COMMISSION MTG 10/19/16	47.56
					PZ SITE VISIT 10/15/16	50.80
						<u>198.88</u>
10/26/2016	2	168260	KING B	BRIAN KING	CD REIMBURSE MEAL TRAINING ROSCOMMON	11.40
10/26/2016	2	168261	KORTZ	KARI KORTZ	FN MILEAGE REIMBURSEMENT RADIO COMMITTEE	39.42
10/26/2016	2	168262	KSS	KSS ENTERPRISES	MA CUPS/LINERS/SOAP/CLEANING SUPPLIES	484.81
					MA TOILET PAPER/PAPER TOWEL	319.85
					MA GLOVES/SOAP/LINERS	339.33
					MA FOAM HAND SOAP	181.92
					MA FOAMING CLEANER/LINERS	367.89
					MA KITCHEN ROLL TOWEL/LINERS	263.75
						<u>1,957.55</u>
10/26/2016	2	168263	LYON S	SHARON LYON	PZ COMMISSION MTG 10/19	63.76
					PZ SITE VISIT 10/19/16	63.76
						<u>127.52</u>
10/26/2016	2	168264	MATELSKI	ANTHONY MATELSKI	BOC COMMISSIONER MILEAGE 10/25/16	27.54
10/26/2016	2	168265	MLM	MULLETT LAKE MARINA	SD MARINE FUEL GALLONS PUMPED	99.71
10/26/2016	2	168266	NOP	NATIONAL OFFICE PRODUCTS	MA MULTIFOLD TOWELS	138.66
10/26/2016	2	168267	OHEN D	DANIEL L OHENLEY	RC CELL PHONE REIMBURSE APR-OCT 2016	245.00
10/26/2016	2	168268	OMHMG	OMH MEDICAL GROUP & MEDCARE	SDJ DR VISIT JESSICA JONES	164.00
					SDJ DR. VISIT ANGELA ROCHELEAU	114.00
						<u>278.00</u>
10/26/2016	2	168269	OSTWALD	CHARLES OSTWALD	PZ COMMISSION MTG 10/05	51.88
					PZ SITE VISIT 10/4/16	60.52
					PZ COMMISSION MTG 10/19/16	60.52
						<u>172.92</u>
10/26/2016	2	168270	OTIS	OTIS ELEVATOR COMPANY	MA REPAIR ELEVATOR COUNTY BLDG	412.00
10/26/2016	2	168271	PAETEC	PAETEC	IS PHONE BILLING OCT 2016	248.32
10/26/2016	2	168272	PAETEC	VOID		
10/26/2016	2	168273	REDM P	PETER REDMOND	BOC COMMISSIONER MILEAGE 10/25/16	65.88
10/26/2016	2	168274	SAP	STRAITS AREA PRINTING	CF ADVERTISEMENT 2ND HALF OF CHEBOYGAN T	397.50
10/26/2016	2	168275	SAP	STRAITS AREA PRINTING	CD BUSINESS CARDS CRONK/WREGGLESWORTH	102.00
10/26/2016	2	168276	SIP	STATE INDUSTRIAL PRODUCTS	MA CLEANING CHEMICALS	189.02
10/26/2016	2	168277	WALLACE	JOHN WALLACE	BOC COMMISSIONER MILEAGE 10/25/16	27.00
10/26/2016	2	168278	XAI	XTREME ASPHALT INC.	MA ASPHALT REPAIR BY POLE BARN	5,260.00
10/27/2016	2	168279	BREG L	LOIS BREGE	DHS CC #20623834 9/30/16-10/13/16	241.36
10/27/2016	2	168280	BREG L	LOIS BREGE	DHS CC #20623835 9/30-10/13/16	241.36
10/27/2016	2	168281	BREG L	LOIS BREGE	DHS CC #20623836 9/30-10/13/16	311.36
10/27/2016	2	168282	BREG L	LOIS BREGE	DHS CC #1525157 9/28-10/11/16	241.36
10/27/2016	2	168283	DANI K	KAREN DANIEL	DHS BOARD MTG 10/26/16	48.64
10/27/2016	2	168284	GLAZ T	TABITHA & GREG GLAZIER	DHS CC #3870182 9/28-10/11/16	372.26
10/27/2016	2	168285	GLAZ T	TABITHA & GREG GLAZIER	DHS CC #2673814 9/28-10/11/16	311.36
10/27/2016	2	168286	KSS	KSS ENTERPRISES	SRR KITCHEN PAPER TOWELS	39.95
10/27/2016	2	168287	RON'S AUTO	RON'S AUTO & WRECKER SERVICE	SRR TOWING BUS #409 INDIAN RIVER TO GAYL	265.00
10/27/2016	2	168288	SBOM	STATE BAR OF MICHIGAN	DC ANNUAL STATE BAR DUES 10/1/16-9/30/17	285.00

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 CHECK DATE FROM 10/01/2016 - 10/31/2016

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
10/27/2016	2	168289	SCHW J	JEAN SCHWIND	DHS BOARD MTG 10/26/16	50.80
10/27/2016	2	168290	SPEEDWAY	SPEEDWAY SUPER AMERICA LLC	SRR FUEL CHARGES 9/21/16-10/18/16	505.95
10/27/2016	2	168291	SPIES-SRR	SPIES AUTO PARTS & TIRE	SRR TRANS FLUID & POWER STEERING FLUID	57.00
10/27/2016	2	168292	SPIES-SRR	SPIES AUTO PARTS & TIRE	SRR HEADLIGHTS FOR STOCK	38.04
10/27/2016	2	168293	WLS	WELLSPRING LUTHERAN SERVICES	DHS CC #6199173 MAY 2016 MILEAGE REIMBUR	172.80
10/28/2016	2	168294	CCE	CCE CENTRAL DISPATCH AUTHORITY	FN 4% PHONE SURCHARGE OCT 2016	950.83
10/28/2016	2	168295	DSSI	DRUG SCREEN SOLUTIONS INC	PC COURT ORDERED SERVICES	66.00
10/28/2016	2	168296	EMMET CTY	EMMET COUNTY	FN 2016 EMERGENCY MGMT JUL-SEP 2016	5,607.71
10/28/2016	2	168297	ICC	INTERNATIONAL CODE COUNCIL INC	CD VARIOUS CODE BOOKS	337.96
10/28/2016	2	168298	LAMO T	TERRIE LAMONT	PC GUARDIANSHIP REVIEW WILLIAM MOORE III	30.00
10/28/2016	2	168299	NOEL R	REBECCA NOEL	PC REIMBURSE TRAVEL MPJRA CONF 10/21/16	219.37
10/28/2016	2	168300	SALT R	RAEANN SALTER	PC GUARDIANSHIP REVIEW JOFER/CLARMONT	65.00
10/31/2016	2	168301	AWARD PLUS	AWARDS PLUS	DC ENGRAVING FOR SOBRIETY COURT KEYCHAIN	7.50
10/31/2016	2	168302	FREESE	CHARLES FREESE	ZBA BOARD MTG 10/26/16	70.78
					ZBA SITE VISIT 10/23/16	49.18
						<u>119.96</u>
10/31/2016	2	168303	HEMMER	RALPH HEMMER	ZBA BOARD MTG 10/26/16	56.20
					ZBA SITE VISIT 10/24/16	66.46
						<u>122.66</u>
10/31/2016	2	168304	MOORE	JOHN MOORE	ZBA BOARD MTG 10/26/16	75.64
					ZBA SITE VISIT 10/23/16	57.28
						<u>132.92</u>
10/31/2016	2	168305	OFF DEPOT	OFFICE DEPOT	DC PENS, TAPE, LASER CARTRIDGE	94.75
					DC INK REFILLS	5.99
						<u>100.74</u>
10/31/2016	2	168306	SAP	STRAITS AREA PRINTING	FOC WINDOW ENVELOPES	321.00
10/31/2016	2	168307	SHERWOOD	CAROL J SHERWOOD	ZBA BOARD MTG 10/26/16	40.00
					ZBA SITE VISIT 10/26/16	70.78
						<u>110.78</u>
10/31/2016	2	168308	SOM-TPWU	STATE OF MICHIGAN	DC GARNISHMENT DISCLOSURE FEES 50 @ \$6	300.00
10/31/2016	2	168309	SOM-TPWU	STATE OF MICHIGAN	DC GARNISHMENT DISCLOSURE FEES 19 @ \$6	114.00
10/31/2016	2	168310	SPIES-CF	SPIES AUTO PARTS & TIRE	CF LAWN TRACTOR BELT	16.10
					CF JUMPER CABLES, RATCHET, BRAKE CLEANER	73.32
					CF CABLE TIES	5.75
					CF TRACTOR FLUIDS	36.69
						<u>131.86</u>
10/31/2016	2	168311	TARGET	TARGET	DC FORMS	40.87
10/31/2016	2	168312	THOM JO	JOHN THOMPSON	ZBA BOARD MTG 10/26/16	59.44
					ZBA SITE VISIT 10/26/16	40.00
						<u>99.44</u>
10/31/2016	2	168313	CCE	CCE CENTRAL DISPATCH AUTHORITY	FN STATE OF MI 911 WIRELESS DISTRIBUTION	37,601.00
10/31/2016	2	168314	JMS	JUDICIAL MANAGEMENT SYSTEM	DC ANNUAL SUPPORT FEE 2017	2,738.00
10/31/2016	2	168315	MISC	SARA CUNNINGHAM	VA REIMBURSE MILEAGE TO NACVSO TRAINING	574.56
10/31/2016	2	168316	NMRE	NORTHERN MICH REGIONAL ENTITY	TR CONVENTION FACILITY FUND 3RD QUARTER	16,641.97

11/02/2016 09:21 AM
User: DWREGGLESWORTH
DB: Cheboygan

CHECK REGISTER FOR CHEBOYGAN COUNTY
CHECK DATE FROM 10/01/2016 - 10/31/2016

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
10/31/2016	2	168317	SELI D	DALE SELIN	DC CELL REIMBURSE OCT 2016	45.00
10/31/2016	2	168318	STAN L	LIZ STANKEWITZ	DC CELL REIMBURSE OCT 2016	45.00
10/31/2016	2	168319	TREAS	CHEBOYGAN COUNTY TREASURER	TR CONVENTION FACILITY FUND 3RD QUARTER	16,641.98
10/31/2016	2	168320	UPS	UNITED PARCEL SERVICE	FN UPS CHARGES 8/28-10/22/16	19.30
10/31/2016	2	168321	YOUN K	KIMBERLY YOUNGS	DC CELL REIMBURSE OCT 2016	45.00

2 TOTALS:

Total of 334 Checks:	965,417.13
Less 4 Void Checks:	0.00
Total of 330 Disbursements:	<u>965,417.13</u>

11/02/2016 09:22 AM
User: DWREGGLESWORTH
DB: Cheboygan

CHECK REGISTER FOR CHEBOYGAN COUNTY
CHECK DATE FROM 10/01/2016 - 10/31/2016

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
Bank 3 TAX REVOLVING FUND						
10/05/2016	3	6912	TREAS	CHEBOYGAN COUNTY TREASURER	TR REIMBURSE CASH DRAWER FOR RECORDING F	110.00
10/06/2016	3	6913	TITLE CK	TITLE CHECK LLC	TR PA 123 PROPERTY INSPECTION VISITS	9,940.00
10/06/2016	3	6914	TREAS	CHEBOYGAN COUNTY TREASURER	PR FRINGE & DEDUCTIONS PE 10/1/16	1,356.54
10/19/2016	3	6915	DEEDS	REGISTER OF DEEDS	TR RECORD REDEMPTION CERTIFICATES	210.00
10/19/2016	3	6916	TITLE CK	TITLE CHECK LLC	TR 1/12TH OPT IN ADMIN FEES	1,949.28
10/19/2016	3	6917	TREAS	CHEBOYGAN COUNTY TREASURER	PR FRINGE & DEDUCTIONS PE 10/15	1,230.38
10/24/2016	3	6918	MACT	MACT	TR LEGAL DEFENSE P.A. 123	500.00

3 TOTALS:
Total of 7 Checks: 15,296.20
Less 0 Void Checks: 0.00
Total of 7 Disbursements: 15,296.20

11/02/2016 09:19 AM
User: DWREGGLESWORTH
DB: Cheboygan

CHECK REGISTER FOR CHEBOYGAN COUNTY
CHECK DATE FROM 10/01/2016 - 10/31/2016

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
Bank 5 COUNTY ROAD TRANSFERS						
10/31/2016	5	2100737	CTY ROAD	CHEBOYGAN CTY ROAD COMMISSION	CCR COUNTY ROAD TRANSFER 10/6/16	360,343.78
10/31/2016	5	2100738	CTY ROAD	CHEBOYGAN CTY ROAD COMMISSION	CCR COUNTY ROAD TRANSFER 10/10/16	64,623.10
10/31/2016	5	2100739	CTY ROAD	CHEBOYGAN CTY ROAD COMMISSION	CCR COUNTY ROAD TRANSFER 10/18/16	187,983.09
10/31/2016	5	2100740	CTY ROAD	CHEBOYGAN CTY ROAD COMMISSION	CCR COUNTY ROAD TRANSFER 10/24/16	60,998.38

5 TOTALS:

Total of 4 Checks:	673,948.35
Less 0 Void Checks:	0.00
Total of 4 Disbursements:	<u>673,948.35</u>

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
Bank 9 INMATE ACCOUNT						
10/03/2016	9	9947	INMATE	SHERIFF INMATE TRUST	INMATES MONEY PAYABLE	149.82
10/03/2016	9	9948	INMATE	SHERIFF INMATE TRUST	INMATES MONEY PAYABLE	119.00
10/06/2016	9	9949	INMATE	SHERIFF INMATE TRUST	INMATES MONEY PAYABLE	25.12
10/07/2016	9	9950	INMATE	SHERIFF INMATE TRUST	INMATES MONEY PAYABLE	1,000.00
10/07/2016	9	9951	INMATE	SHERIFF INMATE TRUST	INMATES MONEY PAYABLE	500.00
10/07/2016	9	9952	INMATE	SHERIFF INMATE TRUST	INMATES MONEY PAYABLE	1,200.00
10/07/2016	9	9953	INMATE	SHERIFF INMATE TRUST	INMATES MONEY PAYABLE	300.00
10/09/2016	9	9954	INMATE	SHERIFF INMATE TRUST	INMATES MONEY PAYABLE	1.22
10/10/2016	9	9955	INMATE	SHERIFF INMATE TRUST	INMATES MONEY PAYABLE	6,303.16
10/10/2016	9	9956	INMATE	SHERIFF INMATE TRUST	INMATES MONEY PAYABLE	200.00
10/12/2016	9	9957	INMATE	SHERIFF INMATE TRUST	INMATES MONEY PAYABLE	1,035.00
10/12/2016	9	9958	INMATE	SHERIFF INMATE TRUST	INMATES MONEY PAYABLE	500.00
10/12/2016	9	9959	INMATE	SHERIFF INMATE TRUST	INMATES MONEY PAYABLE	800.00
10/16/2016	9	9960	INMATE	SHERIFF INMATE TRUST	INMATES MONEY PAYABLE	107.00
10/19/2016	9	9961	INMATE	SHERIFF INMATE TRUST	INMATES MONEY PAYABLE	1,500.00
10/19/2016	9	9962	INMATE	SHERIFF INMATE TRUST	INMATES MONEY PAYABLE	300.00
10/24/2016	9	9963	INMATE	SHERIFF INMATE TRUST	INMATES MONEY PAYABLE	159.00
10/25/2016	9	9964	INMATE	SHERIFF INMATE TRUST	INMATES MONEY PAYABLE	606.85
10/27/2016	9	9965	INMATE	SHERIFF INMATE TRUST	INMATES MONEY PAYABLE	84.54
10/28/2016	9	9966	INMATE	SHERIFF INMATE TRUST	INMATES MONEY PAYABLE	8.00
10/31/2016	9	9967	INMATE	SHERIFF INMATE TRUST	INMATES MONEY PAYABLE	12,237.67
10/31/2016	9	9968	INMATE	SHERIFF INMATE TRUST	INMATES MONEY PAYABLE	6,973.56

9 TOTALS:						
Total of 22 Checks:						34,109.94
Less 0 Void Checks:						0.00
Total of 22 Disbursements:						<u>34,109.94</u>



98

Cheboygan County Board of Commissioners' Meeting November 8, 2016

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

Summary:

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

- During the budget process, the hours paid for with Case Flow funding for the Probation Officer and Senior Probation Officer in the District Court were not included in the General Fund budget in error. This budget adjustment decreases the Fringe expenditure line item and increases the Full-time expenditure line item by \$5,485.
- Due to a qualifying change in circumstance, the health insurance expenditure included in the Clerk's Department current budget is no longer sufficient. Excess budget is available in the fringe line item. This budget adjustment raises the Fund Equity revenue line item and the Fringe expenditure line item by \$4,160.
- Due to an error in hours per week, the full-time line item in the Equalization Department's budget is insufficient. Excess budget is available in the fringe line item. This budget adjustment decreases the Fringe expenditure line item and increases the Full-time expenditure line item by \$800.
- During the budget process, the hours paid for from the General Fund for the Deputy Treasurer were underestimated. This budget adjustment decreases the Carried Forward Fund Equity expenditure line item and increases the Full-Time and Fringe expenditure line items by a total of \$3,905.

Financial Impact:

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

Recommendation:

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

Prepared by: Kari Kortz

Department: Finance

INTERBUDGET TRANSFERS and / or APPROPRIATIONS

DEPARTMENT	OPERATION	AMOUNT	FROM (Line Item # and Name)	TO (Line Item # and Name)
Clerk	TRANSFER	\$4,160.00	101-700-955.01	101-215-712.00
			Carried Forward Fund Equity	Fringe
Lorna transferred to 2 person health ins Sept 1				
PREPARED BY: Diane Ogden				

Approved at the 11/8/14 BOE Mtg - w/ aje rec'd
 Signed _____
 Date 11/8/14 (W)

INTERBUDGET TRANSFERS and / or APPROPRIATIONS

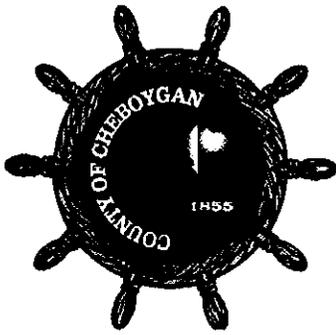
DEPARTMENT	OPERATION	AMOUNT	FROM (Line Item # and Name)	TO (Line Item # and Name)
Equalization	TRANSFER	\$800.00	101-225-712.00	101-225-718.00
			Fringe	Full time
Thom was budgeted for 70 hrs per pay. Director fringe				
budgeted full ins, etc. Janice no ins, LTD, etc				
PREPARED BY: Diane Ogden				

Approved at the 11/7/16 BOC Mtg - Was Rejected
 Signed _____
 Date 11/7/16 (NW)

INTERBUDGET TRANSFERS and / or APPROPRIATIONS

DEPARTMENT	OPERATION	AMOUNT	FROM (Line Item # and Name)	TO (Line Item # and Name)
Treasurer	TRANSFER	\$2,645.00	101-700-955.01	101-253-718.00
			Carried Forward Fund Equity	Full Time
Treasurer	TRANSFER	\$1,260.00	101-700-955.01	101-253-712.00
			Carried Forward Fund Equity	Fringe
Buffy works 75 hrs per pay from Treasurer's budget-was				
budgeted 70 hrs				
PREPARED BY: Diane Ogden				

Approved at the 11/8/14 BOE Mtg - was related
 Signed _____
 Date 11/7/14 (kw)



98

Cheboygan County Board of Commissioners' Meeting November 8, 2016

Title: Budget Adjustments – Raise Revenues and Expenditures

Summary:

General Fund – Fund 101

Department 139

The Crime Victim's Rights Grant new grant cycle (10/1/16 through 9/30/17) has begun. This budget adjustment provides for office supplies, postage, travel and office equipment for the last quarter of the County's fiscal year; any remaining balance at December 31, 2016 will be carried over into the 2017 County budget. This budget adjustment raises the Grant revenue line item and raises the Office Supplies, Postage, Travel and Office Equipment expenditure line items by a total of \$3,585.09.

PA 106 Fund – Fund 108

More convention and tourism tax revenue was collected from the State of Michigan to be passed through to NMSAS/NMRE and the General Fund than was included in the 2016 budget. This budget adjustment raises the Convention and Tourism Tax revenue line item and the Rehabilitation Services (NMRE) and Convention Facility Tax (General Fund) expenditure line items by a total of \$5,455.

County Road Commission - Fund 201

The County Road Commission received and spent more road tax dollars than included in their amended 2016 budget. This fund is a flow-through for the County. This budget adjustment is being proposed by the Finance Department; no correspondence has been received from the Road Commission regarding the budget variance. This budget adjustment raises the Revenue Control revenue line item and the Withdrawal Transfers expenditure line item by \$1,434,435.

Drug Court – Adult – Circuit – Fund 267

The Drug Court Byrne Grant new grant cycle (10/1/16 through 9/30/17) has begun. This budget adjustment provides for Fringe, Full-Time Wages, Contractual Services, Transportation and Travel for the last quarter of the County's fiscal year; any remaining balance at December 31, 2016 will be carried over into the 2017 County budget. This budget adjustment raises the Federal Byrne Grant revenue line item and raises the expenditure line items by a total of \$50,231.46 (difference between this adjustment and the grant award of \$105,000 is the budget remaining as of 10/1/16 – not all the 2016 grant dollars were spent as of 9/30/16).

Jail Commissary Fund – Fund 595

The activity in the jail commissary fund has exceeded the 2016 budget. This budget adjustment raises the Jail Commissary revenue line item and the Inmate Supplies expenditure line item by a total of \$25,000.

Financial Impact:

Fund 101 total budget increase of \$3,585.09
Fund 108 total budget increase of \$5,455
Fund 201 total budget increase of \$1,434,435
Fund 267 total budget increase of \$50,231.46
Fund 595 total budget increase of \$25,000

Recommendation:

Motion to approve the budget adjustments to raise revenues and expenditures for \$1,518,706.55 in the line items provided in the following attachments.

Prepared by: Kari Kortz

Department: Finance

RAISE REVENUE AND EXPENDITURE

General Fund - Fund 101

101-400-507.01 Prosecuting Attorney Victim's Rights Grant	\$3,585.09 +
101-139-727.00 Office Supplies	\$699.83 +
101-139-730.00 Postage	\$472.16 +
101-139-863.10 Travel / Lodging / Meals Etc.	\$324.10 +
101-139-977.00 Office Equipment	\$2,089.00 +

Note: To adjust the budget for the beginning of the new grant cycle.
10.1.16 through 9.30.17 No adjustment to wages as wages won't change
until 1.1.17.

Signed: Approved at the 11/8/16 BOC Meeting

Prepared by: Kari Kortz

Post date: 10/1/2016



RAISE REVENUE AND EXPENDITURE

Public Act 106 Fund - Fund 108

108-400-404.00 Convention and Tourism Tax	\$5,455.00 +
108-253-801.02 Rehabilitation Services	\$2,727.50 +
108-253-801.04 Convention Facility Tax	\$2,727.50 +

Signed: Approved at the 11/8/16 BOC Meeting

Prepared by: Kari Kortz



RAISE REVENUE AND EXPENDITURE

County Road Fund - Fund 201

201-400-400.00 \$1,434,435.00 +
Revenue Control

Note: Current additional revenue through October is \$2,216,100

201-253-700.50 \$1,434,435.00 +
Withdrawal Transfers

*Note: Trend for total annual expenditures \$7,681,300
\$1,434,435 additional budget required*

Note: The withdrawal budget was exceeded in October 2016 by \$154,300.

Signed: Approved at the 11/8/16 BOC Meeting

Prepared by: Kari Kortz



RAISE REVENUE AND EXPENDITURE

Drug Court - Adult - Circuit - Fund 267

267-400-527.00 Federal - Byrne Grant	\$50,231.46 +
267-165-712.00 Fringe	\$8,606.82 +
267-165-718.00 Full-Time	\$11,440.00 +
267-165-810.00 Contractual Services	\$29,934.64 +
267-165-861.00 Transportation	\$400.00 -
267-165-863.10 Travel	\$650.00 +

Note: To adjust the budget for the beginning of the new grant cycle.
10.1.16 through 9.30.17

Signed: Approved at the 11/8/16 BOC Meeting

Prepared by: Kari Kortz

Post date: 10/1/2016



10/13/16

RAISE REVENUE AND EXPENDITURE

595 Jail Commissary

595-400-626.00 Jail commissary fund	\$25,000.00+
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595-351-727.03 Inmate supplies	\$25,000.00+
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Adjustment for inmate supplies

Signed *Jodi Beauchamp*

Prepared by: Jodi Beauchamp

Approved at the 11/8/16 BOL Mtg

(HW)

INVESTMENT REPORT AS OF SEPTEMBER 30, 2016

FUND	LOCATION	TYPE	RATE	ACCOUNT BALANCE	GENERAL LEDGER	
POINT & PAY	C.N.B.	CHECKING	0.0979%	\$522.42	N/A	
PAYROLL ACCOUNT	C.N.B.	CHECKING	0.0969%	\$7,540.35	N/A	
T & A	C.N.B.	CHECKING	0.0968%	\$6,426,586.33	\$7,073,092.64	701-721
GENERAL	C.N.B.	CHECKING	0.0968%	\$4,100,084.19	\$7,912,655.88	101-802
GENERAL (CLOSED 8/31/16)	PNC	CHECKING	0.0000%	\$0.00		
PREMIUM BUSINESS MONEY MARKET	PNC	PM	0.2500%	\$1,879,224.77		
COMMERCIAL MONEY MARKET	FIRST FEDERAL	PM	0.2500%	\$503,738.86		
PRIME SHARE SAVINGS	SAFCU	SAVINGS	0.4800%	\$507,183.84		
LIQUID ASSETS SECURITIES SYSTEM	MICHIGAN CLASS	LQ	0.6600%	\$481,330.80		
GENERAL CD DUE (9/30/17) #385111578030	COMERICA	CD	0.9600%	\$500,000.00		
INVERNESS SEWER PJT	C.N.B.	IMMA	0.0968%	\$5,353.26		
FAIR IMPRESS ACCOUNT	C.N.B.	CHECKING	0.0000%	\$4,866.17	\$4,467.28	
FAIR PREMIUM ACCOUNT	C.N.B.	CHECKING	0.0000%	\$1,499.78	\$411.25	
100% TAX FUND	C.N.B.	CHECKING	0.0968%	\$3,293,154.77	\$7,521,383.27	516-517
2009 TAX FUND	PNC	IMMA	0.2500%	\$253,373.66		
TAX FUND CD DUE (7/19/19) #259282	C.N.B.	CD	0.6000%	\$1,063,010.31		
TAX FUND CD DUE (10/04/16) #259334	C.N.B.	CD	0.7500%	\$505,986.36		
TAX FUND CD DUE (11/08/16) #259362	C.N.B.	CD	0.7500%	\$636,257.33		
1996 TAX FUND CD DUE (7/1/17)	1ST COMMUNITY	CD	0.5500%	\$397,507.25		
COMMERCIAL MONEY MARKET	FIRST FEDERAL	PM	0.2500%	\$503,738.86		
PRIME SHARE SAVINGS	SAFCU	SAVINGS	0.4900%	\$857,595.50		
COUNTY ROAD SAVINGS	C.N.B.	IMMA	0.0968%	\$1,977,636.87	\$2,022,652.14	201
COUNTY ROAD	1ST COMMUNITY	CHECKING	0.0965%	\$44,886.21		
COUNTY ROAD DEBT RET	C.N.B.	IMMA	0.0968%	\$264,160.62	\$264,139.21	352
INMATE TRUST FUND	C.N.B.	CHECKING	0.0000%	\$17,123.17	\$16,131.53	764
FRIEND OF THE COURT	C.N.B.	CHECKING	0.0000%	\$200.00	\$200.00	706
89TH DC - BOND ACCOUNT	C.N.B.	CHECKING	0.0968%	\$270,856.41	\$270,961.41	760
				TOTAL GENERAL LEDGER BALANCE	\$25,086,094.61	
				IMPREST	\$2,245.00	
				TOTAL CASH	\$25,088,339.61	

**GENERAL PNC ACCOUNT CLOSED 8/31/16 - DEPOSITED INTO MICHIGAN CLASS LIQUID ASSET SECURITIES SYSTEM & COMERICA CD

***TYPE**

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

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



Cheboygan County Board of Commissioners' Meeting

November 8, 2016

Title: MDOT Contract 2017-0032/P2 FY 2017 Specialized Services Operating Assistance Program.

Summary: Annually Cheboygan County receives a grant from MDOT for specialized services for the Cheboygan County Council on Aging's transportation. The grant period is for October 1, 2016 through September 30, 2017. The funding is for \$25,000 this contract has been reviewed and approved by civil counsel in the past and has no changes.

Financial Impact: CCCOA is a sub-recipient for MDOT funds totaling \$25,000 by way of this grant through the County of Cheboygan.

Recommendation: Recommendation that the Board of Commissioners approve the FY 2017 Specialized Services operating assistance program between MDOT, Cheboygan County and to be passed on to Cheboygan County Council on Aging for expenses @ \$1.20 per mile up to \$25,000 dollars for the time period of October 1, 2016 through September 30, 2017 authorize the Board Chairperson to sign and any other required documentation.

Prepared by: Michael Couture
Transportation Director

Department: Straits Regional Ride

**SPECIALIZED SERVICES OPERATING ASSISTANCE PROGRAM
THIRD-PARTY CONTRACT
-- Subrecipient Provides the Transportation Service --**

PRIME CONTRACT NUMBER 2017-0032/P2

THIS CONTRACT is made and entered into this 13th day of October A.D. 2016, by and between the County of Cheboygan, (hereinafter referred to as the AGENCY), and the Cheboygan County Council on Aging, (hereinafter referred to as the SUBRECIPIENT).

SECTION 1. DEFINITIONS

- PROGRAM** Means the Michigan Specialized Services Operating Assistance program designed primarily for seniors and handicappers as defined under Section 10e(4)(c)(i) of Act 51, of the Public Acts of 1951, as amended.
- DEPARTMENT** Means the Michigan Department of Transportation.
- AGENCY** Means the eligible authority, eligible governmental agency, or organization representing Specialized Services interests which is receiving funds from the Department under the PROGRAM.
- SUBRECIPIENT** Means the organization which will provide the transit services with funds received under this contract.
- APPLICATION** Means the AGENCY'S application, submitted in cooperation with the SUBRECIPIENT, for funding from this PROGRAM for the period from October 1, 2016, to September 30, 2017.

SECTION 2. PURPOSE

The purpose of this contract is to provide operating assistance funding received from the DEPARTMENT PROGRAM, to the SUBRECIPIENT. The transit services provided shall be as described in the APPLICATION and as approved for funding by the DEPARTMENT.

SECTION 3. THE AGENCY SHALL:

- a. Assure that the transit service provided is consistent with the service described in the APPLICATION and approved for funding by the DEPARTMENT.
- b. Prepare and submit appropriate information to the DEPARTMENT as set forth in Attachment "B", attached hereto, and made a part hereof, in order to qualify the service for state financial assistance. Said report shall be submitted to the DEPARTMENT forty (40) days after the end of each state fiscal year quarter.
- c. Pay to the SUBRECIPIENT, the state funds designated for the relevant transit service within 10 working days of receipt from the DEPARTMENT.
- d. Notify the SUBRECIPIENT within five days of receipt of any written requests for information by the DEPARTMENT, or restrictions required by the DEPARTMENT, concerning the transit service.
- e. Inform the SUBRECIPIENT of any transit services changes, or changes in state or federal law or programs known to the AGENCY, which could impact the transit services being provided by the SUBRECIPIENT.

- f. Strive to coordinate transit services within its service area.

SECTION 4. THE SUBRECIPIENT SHALL:

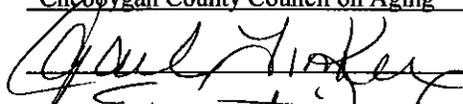
- a. Provide transit services as described in the APPLICATION and as approved for funding by the DEPARTMENT.
- b. Use the DEPARTMENT's current "Local Public Transit Revenue Expense Manual" in the determination of eligible project costs, if the SUBRECIPIENT receives funding from other DEPARTMENT operating assistance programs. All other providers shall use the DEPARTMENT's current "Revenue Expense and Nonfinancial Data Definition Manual for Specialized Services Agencies."
- c. Complete and submit to the AGENCY, the information required by the DEPARTMENT on the quarterly reporting form (Attachment B) within 20 days after the end of each state fiscal year quarter.
- d. Establish and maintain books, records, documents, and other accounting records in accordance with generally accepted governmental accounting principles.
- e. Permit the AGENCY or the DEPARTMENT to audit all data and records relating to the transit service financed in part or in whole by the PROGRAM. The SUBRECIPIENT shall retain and allow access to all data and records pertaining to this contract until three (3) years after the final payment by the DEPARTMENT.
- f. In addition to any policy of insurance and the protection afforded thereby, the SUBRECIPIENT agrees to indemnify and save harmless the State of Michigan, the DEPARTMENT, and the AGENCY, and all officers, agents, and employees thereof, from any and all claims and losses occurring or resulting to any and all persons, firms, or corporations furnishing or supplying work, services, materials, or supplies to the SUBRECIPIENT in connection with this Contract.
- g. Inform the AGENCY of any event which may have significant potential impact on the transit service, its control, or cost.
- h. Cooperate with the AGENCY, other SUBRECIPIENTS, and other service providers in coordinating transportation services.
- i. In connection with the acceptance of this Contract, agrees to comply with the State of Michigan provisions for "Prohibition of Discrimination in State Contracts", as set forth in Appendix A, dated June 2011, attached hereto, and made a part hereof. The SUBRECIPIENT further covenants that it will comply with the Civil Rights Act of 1964, being P.L. 88-352, 78 Stat. 241, as amended, being Title 42 U.S.C. Sections 1971, 1975a-1975d, and 2000a-2000h-6 and will require similar covenants on the part of any contractor or subcontractor employed in the performance of the project for which this Contract is made.
- j. Shall carry and maintain, as a minimum, insurance as detailed in Exhibit "A" dated November 5, 2005 attached hereto, and made a part hereof, if vehicles are being operated for the purposes of providing transit services funded under this contract.

SECTION 5. IT IS FURTHER AGREED THAT:

- a. Neither the AGENCY nor the SUBRECIPIENT shall alter the transit service described in the APPLICATION and as approved for funding by the DEPARTMENT without the written approval of the DEPARTMENT.
- b. The AGENCY's maximum funding to the SUBRECIPIENT for transit services provided is Twenty Five Thousand, Dollars (\$25,000). Reimbursement will be at the rate of \$1.20 per mile.

- c. This contract will cover the period commencing October 1, 2016, and extending through September 30, 2017.
- d. The AGENCY or the SUBRECIPIENT may, by a thirty- (30) day written notice, suspend any or all of the rights and obligations under this Contract until such time as the event or condition resulting in such suspension has ceased or been corrected.
- e. The SUBRECIPIENT agrees to repay any funds overpaid by the AGENCY.
- f. If the DEPARTMENT reduces the payment to the AGENCY, the AGENCY will accordingly reduce the payment to the SUBRECIPIENT.
- g. All terms and conditions included in prime contract 2017-0032 are incorporated into the subcontract. If in event of a conflict between the terms and conditions of the subcontract and the prime agreement, the prime agreement prevails.

SECTION 6. In witness hereof, the parties hereto have caused this contract to be executed.

FOR THE Cheboygan County Council on Aging
BY 
TITLE Executive Director

FOR THE County of Cheboygan Board of Commissioners
BY _____
TITLE _____

APPENDIX A
PROHIBITION OF DISCRIMINATION IN STATE CONTRACTS

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

1. In accordance with Act No. 453, Public Acts of 1976, the contractor hereby agrees not to discriminate against an employee or applicant for employment with respect to hire, tenure, terms, conditions, or privileges of employment, or as a matter directly or indirectly related to employment, because of race, color, religion, national origin, age, sex, height, weight, or marital status. Further, in accordance with Act No. 220, Public Acts of 1976 as amended by Act No. 478, Public Acts of 1980 the contractor hereby agrees not to discriminate against an employee or applicant for employment with respect to hire, tenure, terms, conditions, or privileges of employment, or a matter directly or indirectly related to employment, because of a disability that is unrelated to the individual's ability to perform the duties of a particular job or position. A breach of the above covenants shall be regarded as a material breach of this contract.
2. The contractor hereby agrees that any and all subcontracts to this contract, whereby a portion of the work set forth in this contract is to be performed, shall contain a covenant the same as herein above set forth in Section 1 of this Appendix.
3. The contractor will take affirmative action to insure that applicants for employment and employees are treated without regard to their race, color, religion, national origin, age, sex, height, weight, marital status or a disability that is unrelated to the individual's ability to perform the duties of a particular job or position. Such action shall include, but not be limited to, the following: employment, upgrading, demotion or transfer, recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship.
4. The contractor will, in all solicitations or advertisements for employees placed by or on behalf of the contractor, state that all qualified applicants will receive consideration for employment without regard to race, color, religion, national origin, age, sex, height, weight, marital status or disability that is unrelated to the individual's ability to perform the duties of a particular job or position.
5. The contractor or his collective bargaining representative will send to each labor union or representative of workers with which he has a collective bargaining agreement or other contract or understanding, a notice advising the said labor union or workers' representative of the contractor's commitments under this appendix.
6. The contractor will comply with all relevant published rules, regulations, directives, and orders of the Michigan Civil Rights Commission which may be in effect prior to the taking of bids for any individual state project.
7. The contractor will furnish and file compliance reports within such time and upon such forms as provided by the Michigan Civil Rights Commission, said forms may also elicit information as to the practices, policies, program, and employment statistics of each subcontractor as well as the contractor himself, and said contractor will permit access to his books, records, and accounts by the Michigan Civil Rights Commission and/or its agent, for purposes of investigation to ascertain compliance with this contract and relevant with rules, regulations, and orders of the Michigan Civil Rights Commission.
8. In the event that the Civil Rights Commission finds, after a hearing held pursuant to its rules, that a contractor has not complied with the contractual obligations under this agreement, the Civil Rights Commission may, as part of its order based upon such findings, certify said findings to the Administrative Board of the State of Michigan, which Administrative Board may order the cancellation of the contract found to have been violated and/or declare the contractor ineligible for future contracts with the state and its political and civil subdivisions, departments, and officers, and including the governing boards of institutions of higher education, until the contractor complies with said order of the Civil Rights Commission. Notice of said declaration of future ineligibility may be given to any or all of the persons with whom the contractor is declared ineligible to contract as a contracting party in future contracts. In any case before the Civil Rights Commission in which cancellation of an existing contract is a possibility, the contracting agency shall be notified of such possible remedy and shall be given the option by the Civil Rights Commission to participate in such proceedings.
9. The contractor will include, or incorporate by reference, the provisions of the foregoing paragraphs (1) through (8) in every subcontract or purchase order unless exempted by the rules, regulations or orders of the Michigan Civil Rights Commission, and will provide in every subcontract or purchase order that said provisions will be binding upon each subcontractor or seller. March, 1998

**SPECIALIZED SERVICES QUARTERLY
OPERATING REPORT**

ATTACHMENT B

AGENCY/G
RANTEE

SUBRECIPIENT

Reporting Period: _____ to _____

	V eh icl e M ile s	One-Way Passenger Trips			Total Passengers
		Seniors	Se nio r H a n d i c a p p e r s	Handicapp ers	
Specialized Services-within service area					
Specialized Services (Volunteer Driver)-outside service area					
Totals					

61 616-04 61 617-04 615-4 620-04
1- 8-
04 04

Expense Schedule

501 & 502	Labor & fringe benefits	\$ _____
503 & 504	Services, materials & supplies (gas, oil, parts, work performed by another agency)	_____
506	Casualty & Liability Insurance	_____
508	Purchased transportation service:	
	Within Service Area	_____
	Outside Service Area (Volunteer Driver)	_____
512	Leases & Rentals	_____
513	Depreciation & amortization*	_____
505,507,509,510,& 511	All other	_____
549	Total Operating Expenses	\$ _____

Revenue Schedule

401	Passenger fares (paid by rider)	\$ _____
402	Special fares (paid by other organizations)	_____
409 & 410	Local (list) _____	_____
411 & 412	State (list)	_____

413

Federal
(list)

Other (list)

499

Total Revenues

\$

*Include only the depreciation on items purchased with local funds.

I hereby certify that the data submitted in this report was incurred solely through the provision of continuation services as described in our Specialized Services application, and as approved for funding by the Department.

Signature

Title

Date

EXHIBIT A

INSURANCE REQUIREMENTS

All insurance coverage provided relative to this Contract is primary and none contributing to any comparable insurance (including self-insurances) carried by the STATE. The AGENCY also agrees to provide evidence that all applicable insurance policies contain a waiver of subrogation by the insurance company.

The AGENCY will comply with the following insurance requirements as applicable:

1. Vehicle Insurance

- a. Motor vehicle insurance as required by P.A. 218 of 1956, as amended by P.A. 294 of 1972, the Michigan No-Fault Insurance Law.
 - i. Personal Injury Protection (PIP) as required by MCL 500.3101(1).
 - ii. Property Protection Insurance (PPI) as required by MCL 500.3101(1).
 - iii. Residual Liability Insurance as required by MCL 500.3101(1).
 - iv. Self-insurance may be utilized provided the appropriate coverage, limits, and Secretary of State certification is provided. A One Million Dollar (\$1,000,000) minimum per occurrence limit should be carried.
- b. Collision coverage as provided in P.A. 218 of 1956, MCL 500.3037 and comprehensive coverage as provided in P.A. 218 of 1956, MCL 500.2102 shall be carried. Both collision coverage and comprehensive coverage will be for the actual cash value of the vehicle. The amount of deductible for collision coverage and comprehensive coverage will be determined by the AGENCY and will be payable by the AGENCY. The AGENCY with prior STATE approval may self-insure the collision and comprehensive coverage.
- c. The coverage specified above will name the AGENCY and the STATE as the insured.
- d. Before starting work, the AGENCY will give the STATE a certificate of insurance certifying that at least the minimum coverage required herein are in effect and specifying that the coverage will not be canceled, non-renewed, or materially changed by endorsement or through issuance of other policy(ies) of insurance without thirty (30) days advance written notice to the STATE. Renewals will be procured at least thirty (30) days prior to expiration of said policies.

2. Facility and/or Equipment Insurance (Non-vehicle) and Bonds

- a. Insurance – During the term of this Agreement, the AGENCY will:
 - i. Keep all buildings, improvements, and equipment in, on, or appurtenant to the transportation facility or premises at the commencement of construction and

thereafter, including all alterations, building, rebuilding, replacements, changes, additions, and all improvements, insured against loss, and all perils, in an amount not less than ninety percent (90%) of the full replacement value thereof with a deductible not to exceed Ten Thousand Dollars (\$10,000). The AGENCY will be responsible for the payment of any deductible. The AGENCY will maintain an annual inventory of all equipment purchased under this Agreement with current dollar values.

- ii. Provide Commercial General Liability Insurance covering all operations by or on behalf of AGENCY against claims for personal injury (including bodily injury and death) and property damage in the minimum amount of One Million Dollars (\$1,000,000) each occurrence, and Two Million Dollars (\$2,000,000) general aggregate.
- iii. Before starting work, the AGENCY will give the STATE a certificate of insurance certifying that at least the minimum coverage required herein is in effect and specifying that the coverage will not be canceled, non-renewed, or materially changed by endorsement or through issuance of other policy(ies) of insurance without thirty (30) days advance written notice to the STATE. Renewals will be procured at least thirty (30) days prior to expiration of said policies.

b. Bonds

The AGENCY will require the successful bidder to procure and deliver to the AGENCY a Performance Bond and a Lien Bond each in an amount equal to the Agreement price, underwritten by a surety licensed to do business in Michigan, naming the AGENCY as the obligee. Such bonds will be delivered to the AGENCY prior to any construction work being performed.

NORTHEAST MICHIGAN COUNCIL OF GOVERNMENTS

BALANCE SHEET

August 31, 2016

ASSETS

Current Assets

Cash	\$ 54,589.07
Accounts Receivable	262,468.08
Due from Recycle Fund	1,348.25
Prepaid Expense	<u>565.00</u>

Total Current Assets **318,970.40**

Property and Equipment

Equipment	6,650.00
Accumulated Depreciation	<u>(6,650.00)</u>

Total Property and Equipment **0.00**

Other Assets

Notes Receivable (USDA Revolving Loan)	<u>21,102.92</u>
--	------------------

Total Other Assets **21,102.92**

Total Assets **\$ 340,073.32**

LIABILITIES AND FUND BALANCE

Current Liabilities

Accounts Payable	\$ 17,778.75
Accrued payroll and withholding	145.27
Due to USDA	30,000.00

Due to Pure Michigan Campaign	0.00
Due to Northeast Michigan Development Company	<u>(40.00)</u>
Subtotal Custodial Funds	<u>(40.00)</u>

Subtotal Accounts Payable, Accrued Liabilities & Custodial Funds **47,884.02**

Deferred Revenue - Appropriations	92,070.00
Deferred Revenue - Programs	<u>73,490.91</u>
Subtotal Deferred Revenue	<u>165,560.91</u>

Total Liabilities **\$ 213,444.93**

Fund Balance

Assigned Net Assets	50,112.00
Restricted Net Assets	20,392.12
Net Assets	102,698.59
Net Income	<u>(46,574.32)</u>

Total Capital **126,628.39**

Total Liabilities & Fund Balance **\$ 340,073.32**

Unaudited - For Management Purposes Only

**NORTHEAST MICHIGAN COUNCIL OF GOVERNMENTS
STATEMENT OF ACTIVITIES WITH BUDGET COMPARISON**

August 31, 2016

WITH 92% OF THE FISCAL YEAR COMPLETE

	BUDGET	YEAR TO DATE	BUDGET REMAINING	% COMPLETE
Income:				
Federal grants	\$ 229,337	\$ 95,225	134,112	41.52
State grants	920,090	725,869	194,221	78.89
Local Income	225,374	196,896	28,478	87.36
Local Income - Appropriations	83,500	77,597	5,903	92.93
Interest income	250	303	(53)	121.20
Revolving Loan Fund	1,478	897	581	60.69
Inkind income	101,987	15,307	86,680	15.01
Transfers	18,718	6,175	12,543	32.99
Total Income	1,580,734	1,118,269	462,465	70.74
Expenses:				
Salaries	292,206	207,803	84,403	71.12
Fringe Benefits	162,326	152,290	10,036	93.82
Contractual	630,301	504,719	125,582	80.08
Local Jail Reimbursements Drun	12,002	2,611	9,391	21.75
Printing/Reproduction In House	4,987	1,541	3,446	30.90
Advertising	3,900	2,371	1,529	60.79
Office Supplies	3,779	2,014	1,765	53.29
Postage	1,190	586	604	49.24
Legal and Accounting	5,000	2,352	2,648	47.04
Telephone	1,330	1,226	104	92.18
Staff Travel	23,464	15,658	7,806	66.73
Board Expenses	4,701	2,038	2,663	43.35
Printing	52,363	16,524	35,839	31.56
Rent	3,903	3,902	1	99.97
Dues/Subscripts/Registrations	1,150	941	209	81.83
Liability/Business Insur.	105	105	0	100.00
Computer Expense	9,162	7,945	1,217	86.72
Meeting Expense	2,721	1,765	956	64.87
Contractual Travel	2,869	2,813	56	98.05
Other Direct Expenses	29,730	3,126	26,604	10.51
Svc Chgs/Late Fees	250	0	250	0.00
Uncollected grant invoices	2,000	0	2,000	0.00
Direct Equipment	2,200	2,160	40	98.18
Indirect charges	196,169	213,695	(17,526)	108.93
Inkind expenses	106,299	15,160	91,139	14.26
Transfers	10,078	1,500	8,578	14.88
Total Expenses	1,564,185	1,164,845	399,340	74.47
Net Income (loss)	\$ 16,549	(\$ 46,576)	63,125	(281.44)

Unaudited - For Management Purposes Only

Program Highlights for:
Northeast Michigan
Council of Governments
 January 1, 2016 – June 30, 2016



Agency Operations

1. **Monitored NEMCOG Budget.** *Staff: Diane Rekowski and Meg Foote*
2. **Conducted staff meetings to review programs and new funding opportunities.** *Staff: Diane Rekowski*
3. **Continue to monitor Regional Prosperity statewide initiative.** *Staff: Diane Rekowski*
4. **Exploring consolidation with NE MI Consortium.** *Staff: Diane Rekowski*
5. **Attended and represented northeast Michigan at the Michigan Association of Regions (MAR) annual and bimonthly meetings.** Meetings provide updates on state, federal and local initiatives as well as regional networking opportunities to improve each region's operational capacity. *Staff: Diane Rekowski and Robert Heilman, President*
6. **Continue to determine staff capacity needs and fill vacancies.** *Staff: Diane Rekowski and Meg Foote*
7. **Developed and disseminated contracts for subcontract work.** *Staff: Diane Rekowski and Theresa Huff*
8. **Fiscal 2017 Budget completed.** *Staff: Meg Foote and Diane Rekowski*
9. **Fiscal 2015 audit completed.** *Staff: Meg Foote*
10. **Trained and oversaw Finance /Accounting Assistant.** *Staff: Meg Foote*

Agency

Marketing

1. **Continued weekly updates of new information on the NEMCOG website.** *Staff: Denise Cline and Theresa Huff*
2. **Continued to distribute marketing packets for promotion of NEMCOG, when appropriate.** *Staff: Theresa Huff and staff*
3. **Consolidated Website:** New consolidated website is live online. The website replaces the following websites including nemcog.org, nemcworks.org, northeastprosperity.org, and northeast.biz. The URL nemcog.org still functions and takes people directly to the NEMCOG section of the new site. *Staff: Denise Cline*

Planning & Zoning



1. **Haynes Township Zoning Ordinance:** Staff has begun rewriting the Haynes Township Zoning Ordinance. Several articles are already complete and have been reviewed by the Planning Commission. *Staff: Denise Cline*
2. **Tri-Township Master Plan:** Staff has begun working with Alcona, Caledonia and Hawes Township to update the Master Plan. Several chapters are already complete. An online survey is being used to gather public input. *Staff: Rick Deuell (Contractor)*



3. **Mikado-Township Master Plan:** Staff has begun working with Mikado Township to update the Master Plan. Several chapters are already complete. *Staff: Rick Deuell (Contractor)*
4. **Briley Township Master Plan:** The Master Plan is nearly complete and ready to send out for review by adjacent communities. *Staff: Denise Cline*
5. **Village of Hillman Zoning Ordinance:** New zoning ordinance is complete and was adopted. Staff is working to create an interactive version of the ordinance to post online. *Staff: Denise Cline*
6. **Emmet County Zoning Ordinance:** New zoning ordinance is complete and interactive version of the ordinance is also complete. *Staff: Denise Cline*
7. **Green Township Planning Assistance:** Staff provides planning and zoning assistance when needed. Staff provided a rezoning report and site plan review report for a new business. *Staff: Denise Cline*
8. **Wilson Township Planning Assistance:** Staff provides planning and zoning assistance when needed. *Staff: Denise Cline*
9. **Ossineke Township Planning Assistance:** Staff provides planning and zoning assistance when needed. *Staff: Denise Cline*
10. **Long Rapids Township Planning Assistance:** Staff provides general planning assistance to the Long Rapids Township Planning Commission. Staff has assisted the Township with updating their zoning map. *Staff: Denise Cline*
11. **City of Harrisville:** Staff provides general planning assistance to the City of Harrisville. Staff is assisting with a Master Plan review and update. *Staff: Denise Cline and Richard Deuell*
12. **Rogers City Planning Assistance:** Staff provides general planning assistance to the City. *Staff: Denise Cline*
13. **City of Grayling:** Staff has begun rewriting the Grayling Zoning Ordinance beginning with definitions. Staff provides planning and zoning assistance when needed. *Staff: Denise Cline*
14. **Tawas Township:** Staff has assisted the Township with a complete review and update of the Zoning Ordinance including the creation of a new zoning map. *Staff: Denise Cline*
15. **Krakow Township:** Staff has provided zoning assistance to Krakow Township. Staff corrected numerous errors in the Krakow Township parcel data, and updated to reflect the current zoning. *Staff: Denise Cline*
16. **Village of Lincoln Planning Assistance:** Staff provides planning and zoning assistance when needed. *Staff: Denise Cline*
17. **General:** Staff has provided information regarding content-neutral sign regulations to planning & zoning contact list. *Staff: Denise Cline*

Recreation Planning



1. **Up North Trails:** Staff continues to provide updates to the Up North Trails website. The sign prototype for Cheboygan has been installed. *Staff: Denise Cline*
2. **City of Harrisville:** Recreation Plan is updated, adopted, and uploaded to online portal. *Staff: Denise Cline*
3. **City of Alpena:** Recreation Plan has been updated, adopted, and uploaded to MDNR online portal. *Staff: Denise Cline and Nico Tucker*



4. **Briley Township:** Recreation Plan has been updated, adopted, and uploaded to the MDNR online portal. *Staff: Nico Tucker*
5. **Caledonia Township:** Recreation Plan has been updated, adopted, and uploaded to the MDNR online portal. *Staff: Nico Tucker*
6. **Harrisville Township:** Staff is currently assisting the planning commission in updating their recreation plan. Draft chapters have been completed. The plan is currently in final review by the township planning commission and ready for the 30-day public review. Site visits were conducted to complete the barrier free assessment. *Staff: Nico Tucker and Stephanie Loria*
7. **Alcona County:** Staff is currently assisting the planning commission in updating their recreation plan. Draft chapters have been updated. Site visits were conducted to complete the barrier free assessment and photos of recreation facilities have been obtained. *Staff: Nico Tucker and Stephanie Loria*
8. **Tuscarora Township:** Staff has submitted a proposal to update the townships recreation plan. A contract has been signed and work will begin in the coming months. *Staff: Nico Tucker*
9. **Long Rapids Township:** Recreation Plan is updated and waiting for local adoption. *Staff: Stephanie Loria*
10. **City of Gaylord:** Recreation Plan is updated, adopted, and uploaded to online portal. *Staff: Richard Deuell.*
11. **Otsego County:** Staff is currently assisting the Parks & Recreation Commission in updating their recreation plan. Draft chapters are being updated. Site visits were conducted to complete the barrier free assessment. *Staff: Stephanie Loria*
12. **Sanborn Township:** Staff is beginning to assist the Township in updating their recreation plan. *Staff: Denise Cline*
13. **Iron Bell Trail:** Staff has been contracted by the DNR to assist the following counties with the development of the Iron Belle Trail throughout each county: Roscommon County, Otsego County, Crawford County, Ogemaw County, and Iosco County. Information is being compiled and meetings have begun. *Staff: Dave Glenn, Stephanie Loria and Denise Cline*
14. **Rust Township:** Staff submitted a proposal to update the townships recreation plan. A contract has been signed and work will begin in the coming months. *Staff: Nico Tucker*

Solid Waste



1. **NEMCOG** continues to administer the Alpena Recycling Program. Exploring collaborative opportunities for processing and operation's enhancement. *Staff: Diane Rekowski, Meg Foote and Theresa Huff*
2. Continued to monitor solid waste planning at the state level. *Staff: Diane Rekowski*
3. Received Clean Sweep and Scrap Tire grants for FY 2016. *Staff: Diane Rekowski and Theresa Huff*
4. **Regional Recycling Education Grant:** A DEQ grant was received to assist Alpena, Cheboygan, Otsego and Presque Isle Counties with their Recycling Program Educational needs. Emmet County's provided the staff to assist with Educational Material development due to their long-term extremely effective Recycling Education Program. Recycling guides and educational materials have been developed and disseminated for Alpena, Otsego and Presque Isle Counties. NEMCOG staff has



developed recycling web pages and uploaded all recycling information online.

Staff: Diane Rekowski and Denise Cline

Environmental & Water Resources



1. **Northeast Michigan Great Lakes Stewardship Initiative:** NEMCOG serves on the Leadership Team of the NE Michigan Great Lakes Stewardship Initiative, a place-based educational program aimed at connecting schools and community partners through Great Lakes stewardship projects. NEMCOG assists with establishing the school-local government connection, website development, reviewing school grant funding requests, and the development of a database of projects based on community needs. *Staff: Nico Tucker and Denise Cline*
2. **Black River/Coastal Watershed – Alcona County:** Since completing the Watershed Management Plan staff has continued to work with the local watershed advisory group to address watershed concerns, and to secure funding to implement measures outlined in the management plan. *Staff: Nico Tucker*
3. **Upper Black River Council:** Staff made preparation for the 2016 river crew season. A three man crew has been hired and will work a 12 week season.. *Staff: Nico Tucker*

Economic & Community Development



1. **NE MI Regional Prosperity Alliance (RPI)/MEDC Region 3 CDC:** Facilitate regular meetings of Collaborative. Combined RPI and CDC into one committee with focus on smaller sub committees addressing specific strategic actions.
Collected, reviewed and selected mini grant awards for Marketing and Economic Development. An eight person review committee selected 4 out of 16 Economic Development and 11 out of 12 Marketing Proposals. Total granted, \$85,000 for 15 awards. Total impact – grant plus match - \$426,038.
RPI 10 Strategic Plan: Initiated discussion to develop a 10 year plan. Contacted Strategic Policy Consultants to solicit proposal to assist with Talent/Workforce Development component of plan. *Staff: Dave Glenn and Diane Rekowski*
2. **Regional Agricultural Innovation Center:** The Kitchen Incubator for Northeast MI has been relocated to the City of Grayling. After two years, there was only one part-time user of the Kitchen Incubator that came from outside the region. The City of Grayling is moving forward on a regional Hub for food products and production, including the establishment of a slaughter house. The NE MI Development Company approved the move as there was little interest generated in the eastern portion of the region. *Staff: Diane Rekowski*
3. **Regional Wood Industry Cluster:** Chellberg Consulting was hired to assist the wood



Northeast Michigan
Council of Governments

PO Box 457
Gaylord, MI 49734
989-705-3730
nemcog.org

product development in the M-33 Corridor. A “Wood Burner” was developed and prototyped along with a Strategic and Business Plan for the Center. A regional M-33 Corridor website is being considered to assist with highlighting the sub-region’s assets. *Staff: Dave Glenn, Denise Cline*

4. **MEDC** provided funds to complete Business Retention visits in Region 3. NEMCOG is providing the funding to the Economic Development Organizations with professional staff to conduct 150 visits in the region.

Staff: Diane Rekowski and Theresa Huff

5. **Regional Marketing:** A new regional brand has been developed and has been added to the website discovernortheastmichigan.org as well as to letterhead, newsletters and promotional materials. *Staff: Denise Cline*



6. **Digital Works:** Michigan’s first Digital Works Center has opened in Cheboygan. Funding was procured to assist with Connected Nation’s costs for operating the site. Each participant receives approximately 130 hours of technology training to become certified at the entry level. Once training is complete, Digital Works connects individuals with potential employers for job interviews and placement. Funding was procured from MEDC and the Regional Prosperity Initiative through the end of July, 2016. Since the first class graduated in December 2015, 25 people found jobs through Digital Works. *Staff: Diane Rekowski*

7. **Infrastructure Project:** The Beaver Creek and Grayling Townships Utility Authority is in the process of applying for an EDA grant and USDA loan to assist in expanding water and sewer to the industrial park located at 4 mile rd. *Staff: Dave Glenn*

GIS Services



1. **Caledonia Township:** Due to the contract with the county, the township decided to wait and develop a data sharing agreement with the county. Staff did discuss providing other mapping services such as those required for the township assessor. *Staff: Nico Tucker*
2. **Montmorency County GIS:** Staff has continued to work with county equalization staff to address issues related to parcel overlaps, gaps etc. Staff continues to perform parcel splits/combines, fix problem areas, and provide general GIS technical assistance to the county. *Staff: Nico Tucker*
3. **Alcona Township GIS:** Staff developed annual Land Values, Sales, and ECF maps for the Township Assessor. *Staff: Nico Tucker*
4. **Alcona County GIS:** Staff has continued to make corrections to parcel data, and perform all property splits and combinations. Staff has also begun working with County officials to develop GIS agreements, cost structures and other materials *Staff: Nico Tucker*
5. **Alpena County 911 GIS:** Staff has continued to provide minimal support to the County 911 while continuing to discuss needed data items, procedures, and services that NEMCOG could offer. *Staff: Nico Tucker*
6. **Alpena County:** Staff has continued to make corrections to parcel data, and perform all property splits in combinations. *Staff: Nico Tucker*
7. **Alpena Township:** Staff developed annual Land Values, Sales, and ECF maps for the Township Assessor. *Staff: Nico Tucker*



8. **Montmorency 911 Technical Assistance:**

Staff continues to work on the update to the county's 911 computer mapping system. Staff continues to correct any outstanding issues, assist the County in assigning new addresses, and update the various GIS layers.

Staff: Nico Tucker

9. **Huron Pines-Kirtland Warbler Management Outreach:**

Staff has completed GIS data and maps and submitted all to Huron Pines..

Staff: Denise Cline

10. **Montmorency Township GIS:**

Staff developed annual Land Values, Sales, and ECF maps for the Township Assessor. *Staff:*

Nico Tucker

11. **Hillman Township GIS:**

NEMCOG is contracted to develop a series of Sales, Land Value and ECF maps for the Township Assessor. This annual update will take place in February. *Staff: Nico Tucker*

12. **Vienna Township GIS:**

NEMCOG is contracted to develop a series of Sales, Land Value and ECF maps for the Township Assessor. This annual update will take place in February. *Staff: Nico Tucker*

13. **Various:**

Staff met with several Township Assessors for Alpena County to discuss the mapping services NEMCOG could provide. Staff also met with a representative from the State Tax Commission to discuss the process of providing Assessment Mapping, and possibly developing online interactive maps as opposed to hard copy maps. *Staff: Nico Tucker*

14. **NEMCOG:**

Staff discussed GIS and the services that could be offered with several other local agencies. Proposals were provided to those requesting them. NEMCOG staff has also discussed the possibility of developing a regional GIS program. *Staff: Nico Tucker*

Transportation Program



1. **Asset Management:** Staff attended the annual PASER training and has begun scheduling dates for the annual federal aid PASER surveys. Began assisting Presque Isle CRC with rating their local roads. Staff also took part in the PASER rating of select local streets within the City of Grayling. The streets were part of a detour route used by MDOT during a bridge replacement project. Worked with CSS staff to schedule an on-site IRT training session. Staff secured a room for the vent , and made other arrangements. Staff queried traffic crash reports at the request of the Crawford County Road Commission. NEMCOG staff will also perform the IRT reporting process on the behalf of Hillman, Rogers City, Onaway, Posen and Gaylord. Staff provided on-site assistance to the Crawford CRC in performing their IRT reporting process. Staff developed PASER data, maps and reports for Alpena Township. Staff attended the April 5 PASER training in Gaylord. Staff also took part in the April 12 What's New in RoadSoft 7.10 webinar. At the request of the Otsego CRC, staff queried road mileages by Act51 designation for several townships within the county. *Staff: Nico Tucker*

2. **Rural Task Force:** Staff responded to numerous phone calls and emails from local agencies with questions regarding FY2016 task force procedures, and target allocations, and the 2017-2020 Call For Projects. Forwarded all information received from MDOT Planning to all task force members. Responded to numerous requests for information from local road agencies and citizens regarding federal transportation funding and reauthorization. Responded to



requests from several citizens of the region for information on the RTF process. Provided information to each regarding RTF procedures, funding sources, funding and project requirements, and provided the RTF 9 STIP and Illustrative list of projects. Completed compiling of all local level task force meeting minutes, public notices, and other information. All 2017-2020 projects were entered into the e-File document. All information was submitted to MDOT Planning staff. Submitted 2016 project change requests when received from local agencies. Developed updated RTF balance sheets and sent to all task force members. Reviewed new RTF Program Guidelines developed by the RTF Oversight Board. Published public notices, sent notices, and prepared other materials for the April 1 RTF 9 Meeting. Forwarded information and responded to local agencies regarding the 2018-2020 Small Urban Program Call for Projects. Worked with Alpena area local road agencies to schedule an Alpena Small Urban Meeting. Attended the Alpena Small Urban Meeting and recorded minutes, and documented project requests. Scheduled a Gaylord Small Urban Meeting for early April. Attended the Gaylord Small Urban Meeting and recorded minutes, and documented project requests. Compiled all information for the Alpena and Gaylord Small Urban Areas and submitted to MDOT Planning. Assisted Crawford County Transit in obtaining RTF approval to utilize remaining funding from the prior year. Assisted Oscoda County Transit in verifying RTF projects, and making changes as needed. Prepared and submitted public notices for the June 3 RTF9 meeting. Contacted local road agencies for the Gaylord and Alpena small urban areas to obtain letters of assurance regarding match amounts submitted with projects. *Staff: Nico Tucker*

3. MDOT Transportation Work Program: NEMCOG. Staff continued to review information and materials regarding the

Governors Aging Message and Regional Transit Mobility. Staff reviewed the draft strategies developed by the KFH Group, and forwarded the information to local stakeholders. Staff took part in the January 5 conference call regarding project status and next steps. Staff forwarded the draft strategies to the RPI council.

NEMCOG continued to assist the US 23 South corridor committee. Staff supplied numerous maps, GIS data, and other related information and documents to the contracted consultant and MSU students working on the project. Staff attended steering committee meetings, and a public information and stakeholders meeting with the consultant.

Staff continued to respond to numerous questions from local officials and residents of the region regarding transportation planning, funding, and project selection and implementation processes. Appropriate information or contacts were provided in all instances. *Staff: Nico Tucker*

4. US 23 Heritage Route: NEMCOG provides coordination and technical assistance to the Heritage Route teams in Alcona, Alpena, Arenac, Iosco, Presque Isle, and Cheboygan Counties as well as the US 23 Management Council.

- Marketing: Staff has assisted in coordinating the website development and marketing efforts.
- Staff is providing technical assistance to Michigan Arts & Culture Northeast in planning the Lake Huron Discovery Tour slated for October 7-10, 2016.
- Staff has completed updates to the US 23 brochure set. Brochures have been printed and sent to MDOT Welcome Centers and local tourism agencies.
- Staff is working with video production team to produce a video highlighting winter activities along the coast including ice fishing, skiing, skijoring, snowshoeing, and dog sledding. The video is nearly complete. Map production is underway. *Staff: Denise Cline*



Community Corrections



1. **C**ompleted Mid-Year Reports for NMCCAB and SSCAB. *Staff: Diane Rekowski, Nichole Palmer, Dar McKinley*
2. **C**ompleted grant applications for Sunrise CCAB and NMCCAB. *Staff: Nichole Palmer, Dar McKinley, Diane Rekowski*
3. **M**onitored contracts for service providers. *Staff: Diane Rekowski and Theresa Huff*
4. **C**ontinued to support existing programs and services in NMCCAB and SSCAB regions. *Staff: Nichole Palmer and Gail Brege*
5. **P**rovide Case Management assistance to the Drug Courts in Cheboygan, Otsego, Alpena and Alcona Counties. *Staff: Nichole Palmer and Gail Brege.*
6. **D**ue to changes with the State's administration of GED leading to the loss of local GED Testing services, worked with the University Center to continue the services in Cheboygan, Crawford, Otsego and Alpena jails.

7. **A**ttended Department of Corrections Training. *Staff: Diane Rekowski and Nichole Palmer.*
8. **M**et with SSCAB to review year-end reports and services. *Staff: Diane Rekowski and Gail Brege*
9. **M**et with NMCCAB to review and approve year-end report and services. *Staff: Diane Rekowski and Nichole Palmer*

Respectfully submitted by Diane Rekowski





Northeast Michigan Council of Governments

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**Regional Project Review
For September, 2016**

Region 9 Federal Grant Applications

#	Total	From	Applicant	Project
1				

Region 9 Other Grant Applications

#	Total	From	Applicant	Project
1	\$			NONE

Public Notice

1	MDEQ – Drinking Water Revolving Fund State Revolving Fund/Strategic Water Quality Initiatives Fund: The MDEQ will conduct public hearings for the draft FY2017 Project Priority Lists for the Drinking Water Revolving Fund (DWRP) that list projects for which Project Plans were submitted to the DEQ by July 1, 2016. The hearings will be held on 9/21/16 at 1:30 p.m. at the Edward Hutchinson Conference Room, Atrium Level South, Constitution Hall, 525 W. Allegan, Lansing, Michigan, east entrance.			
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Other

1	NONE			
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Statewide Grant Applications

#	Total	From	Applicant	Project
1	\$			NONE

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Regional Prosperity Initiative
10 Year Plan Input Sessions
Agenda

Introductions

Quick Review of Previous RPI Plan

Why Input is Needed/Important – What is the Outcome of this Plan

Discussion of Areas to Focus Plan/Programs
(for example: Talent/Workforce; Wood Industry; Tourism; others?)

Prioritize Ideas

Next Steps

Conclusion

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RE: Input Sessions for New Regional Prosperity Initiative 10 Year plan
- for Northeast Lower Michigan (RPI Region 3)

NEMCOG is facilitating several meetings in Northeast Lower Michigan to gather input from business leaders, citizens, students, and others to help shape the new 10 year plan for the Regional Prosperity Plan. The plan will look at community and economic needs and opportunities for the region where resources can be focused.

Region 3 in Northeast Lower is a large, 11 county region, with varied needs and opportunities. One main focus for this new plan will be looking to support and bolster the Talent and Workforce Development of the region to ready communities for new and existing jobs. Other areas that may be discussed are tourism, the wood industry, entrepreneurship, career path for youth, etc...

Input sessions will be held at the following (for more detail and updates, please visit NEMCOG.org):

- Cheboygan: November 10, 2016 at 1PM at the Michigan Works! Office at 11153 N. Straits Hwy in Cheboygan

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**CHEBOYGAN COUNTY BOARD OF COMMISSIONERS
FINANCE/BUSINESS MEETING
OCTOBER 11, 2016**

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

Roll called and a quorum present.

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

Absent: None

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

Commissioner Gauthier requested to pull Item 5-E-6 *Board Appointments & Procedures Committee Minutes of 9/7/16, 9/27/16 & 9/29/16* from the Consent Agenda and Commissioner Redmond placed it under New Business as Item H.

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

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

- A. Approve Monthly Finance Claim (Finance = None for October; Prepays = \$887,622.94)
- B. Budget Adjustments
- C. Straits Regional Ride
 - 1. MDOT Contract 2017-0032/P1 – 5311 FY 2017 Operating Funds
 - 2. MDOT Contract 2017-0032/P2 – Specialized Services Operating Assistance Program
- D. Correspondence
 - 1. NLEA September President's Report
- E. Minutes
 - 1. Finance/Business Meeting of August 9, 2016; Committee of Whole Meeting of August 23, 2016; Finance/Business Meeting of September 13, 2016; and Committee of the Whole Meeting of September 27, 2016
 - 2. Health Board – 8/16/16
 - 3. NEMCSA – 9/16/16
 - 4. North Country Community Mental Health – 8/18/16
 - 5. Millage Appropriations Committee – 9/14/15, 9/26/16, and 10/3/16
 - 6. ~~Board Appointments & Procedures Committee – 9/7/16, 9/27/16 & 9/29/16~~
(Moved to New Business Item H)
 - 7. Cheboygan County Road Commission – 9/1/16
 - 8. Cheboygan City Council – 8/23/16 & Special Meeting 9/7/16
 - 9. Planning Commission Meeting – 9/7/16
 - 10. ZBA – 8/24/16

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

CITIZENS COMMENTS – None

SCHEDULED VISITORS – None

FINANCE DIRECTOR'S REPORT

Finance Business Meeting – October 11, 2016

Finance Director Kari Kortz presented the revenue and expenditures report for the General Fund for the month ended August 31, 2016. She reported total year-to-date revenue of \$4,214,653.33, or 35.20% of budget, compared to \$4,234,225.27, or 35.9% of budget last year at the same time. Ms. Kortz reported expenditures year-to-date of \$7,014,667.24 or 58.75% of budget, compared to \$6,974,531.21 or 59.14%, last year as of the end August. Also presented was the Cash Summary by Fund Report for August 2016.

ADMINISTRATOR'S REPORT

Administrator Lawson stated that staff will distribute a draft copy of the line item section of the Budget at the end of the meeting as well as a downloadable file of the Pension Report would be available for the Board of Commissioners to review prior to discussion at the October 25, 2017 Board Meeting.

Administrator Lawson stated that regarding township road project loans staff have begun working on provisions to develop a loan program to townships for road project funding as permitted under Act 77 of 2016. Administrator Lawson stated that staff has not identified the provisions of the Act that have been used within any other county within the State at this time so Cheboygan County has to create a program in conjunction with legal counsel. Commissioner Redmond stated that the hope is to create a proper lending program as no other County has done this in the State. Commissioner Gauthier asked if there is a timeline for when the county would have a program for lending to the townships. Administrator Lawson stated that in opening discussion about lending to townships, it may come to a point of notifying other townships of an application process with program perimeters and that may take time. Commissioner Brown inquired about the County's term of payback from the townships. Administrator Lawson stated that there has been discussion about 5-year terms but they would seek feedback from the townships. Commissioner Redmond asked Benton Township Supervisor Andrew Archambo if they would consider a 5-year term. Supervisor Archambo stated that the Township would pay off the county first before a special assessment payback and that Benton Township is only interested in borrowing for a portion of the project. Discussion was held.

Administrator Lawson stated that across the state, MAC has been working with larger counties in the State regarding the delay in receipt of payments for reimbursements to their child care funds. Administrator Lawson stated that there have been program provision changes including the state requiring additional financial work to prove and report the funds that the County is expending for child care expenses. Administrator Lawson stated that the biggest concern is that if the State approves something for the County as expenditure and then the State comes and asks for the money back.

Administrator Lawson stated that regarding the jail expansion study that the Landmark Design Group has met with staff to begin development of the report to determine the feasibility of a jail expansion project to construct a kitchen facility to help control inmate meal cost as well as additional cell capacity and storage building area for the Sheriff's Department equipment. Administrator Lawson stated that the report is scheduled to be completed by January 2017 and he will keep the Board updated.

COMMITTEE REPORTS

Commissioner Brown attended a Burt Township meeting, a Mackinaw Township meeting, a Munro Township meeting, a Beaugrand Township meeting, two Board Appointments and Procedures Committee meetings, and a meeting with the Wawatam Township Senior Center.

Commissioner Wallace attended a NEMCOG meeting and a Northeast Consortium meeting.

Commissioner Allor attended a North Country Community Mental Health meeting, a District. No. 4 Health Board meeting, and two Senior Citizen Millage Appropriation meetings.

Commissioner Gauthier attended two Board Appointments and Procedures Committee meetings discussing salary for elected officials, a NEMCSA meeting, a Trail Town Implementation meeting, a DDA Forum held at City Hall conducted by NLEA, an NLEA meeting in Boyne City, an Alcona Health Center meeting, and is following a volunteer group pursuing a "main street project" that the City of Cheboygan is

Finance Business Meeting – October 11, 2016

undertaking. Commissioner Gauthier presented the recommendation from the Board Appointments and Procedures Committee to re-appoint Karen Daniel to the DHHS Board.

Motion by Commissioner Gauthier, seconded by Commissioner Wallace to reappoint Karen Daniels to the Department of Health and Human Services Board for a three-year term beginning retroactively October 1st, 2016 to October 31, 2019. Motion carried with 7 yes, 0 no and 0 absent.

Commissioner Gouine attended an Inverness Township meeting, an Airport Authority meeting, a Fair Board meeting, and a Senior Millage Appropriation Committee meeting.

Commissioner Matelski attended two Planning Commission meetings, two Road Commission meetings, two Senior Millage Appropriation Committee meetings, an Economic Development Corporation meeting, a ZBA meeting, and an Aloha Township meeting. Commissioner Matelski commented about an issue with a citizen engaging in activities without the authority of the County or the Planning Commission and requested to Legal Counsel to address the enforcement issue. Legal Counsel stated that it is historically handled through the Prosecutor's Office. Commissioner Allor commented that she can tell that the Planning Commission members are frustrated with their inability to enforcing the zoning ordinances. Discussion was held.

Commissioner Redmond attended a few MAC meetings in Boyne Falls, an Executive DHHS Board meeting, an Executive DHHS meeting in Alpena regarding the Health Officer position, a District No. 4 Health Board meeting, a Waterways Commission meeting, and a Benton Township meeting.

OLD BUSINESS – None

NEW BUSINESS

Commissioner Allor presented the recommendation from the Millage Appropriation Committee for the Cheboygan County Council on Aging, the Wawatam Area Senior Citizens Center and MSU-E Project Fresh. Commissioner Allor stated that the Millage Appropriation Committee met on September 26, 2016 and October 3, 2016 to review applications for millage funding from Cheboygan County Council on Aging, the Wawatam Area Senior Citizens Center and MSU-E Project Fresh. Commissioner Allor stated that Cheboygan County Council on Aging requested \$560,975, Wawatam Area Senior Citizens requested \$59,892, and that MSU-E Project Fresh requested \$8,000.

Motion by Commissioner Brown, seconded by Commissioner Allor to approve the allocation of \$560,975 from the Senior Citizens Millage Fund to the Cheboygan County Council on Aging, the allocation of \$59,892 from the Senior Millage Fund to Wawatam Area Senior Citizens, Inc., and the allocation of \$8,000 from the Senior Millage Fund to MSU-E Project Fresh Program. Discussion was held regarding the outstanding fund balance left in the Senior Millage Fund. A roll call vote was taken. Motion carried with 7 yes, 0 no and 0 absent.

Megan Anderson, Director of Emergency Management, presented Resolution 16-22 regarding the adoption of a Tri-County Mitigation Plan. Commissioner Wallace asked if the Hazard Mitigation Plan was complete. Ms. Anderson responded that it is complete but there will be minor tweaks based on FEMA and State of Michigan recommendations.

Motion by Commissioner Gouine, seconded by Commissioner Brown to approve Resolution 16-22 and authorize the Chairperson to sign. Discussion was held regarding information differences between the three included counties. A roll call vote was taken. Motion carried with 7 yes, 0 no and 0 absent.

**RESOLUTION 16-22
RESOLUTION ADOPTING THE CHARLEVOIX, CHEBOYGAN AND EMMET
COUNTY HAZARD MITIGATION PLAN**

WHEREAS the Counties of Charlevoix, Cheboygan and Emmet, MI, has experienced natural hazards that result in public safety hazards and damage to private and public property;

Finance Business Meeting – October 11, 2016

WHEREAS the hazard mitigation planning process set forth by the State of Michigan and the Federal Emergency Management Agency offers the opportunity to consider natural hazards and risks, and to identify mitigation actions to reduce future risk;

WHEREAS the Michigan State Police Emergency Management and Homeland Security Division is providing federal mitigation funds to support development of the mitigation plan;

WHEREAS the Hazard Mitigation Plans for Charlevoix, Cheboygan and Emmet Counties have been combined and updated by the Tri-County Office of Emergency Management.

WHEREAS the Hazard Mitigation Plan includes a prioritized list of mitigation actions including activities that, over time, will help minimize and reduce safety threats and damage to private and public property, and

WHEREAS the draft plan was provided to each participating jurisdiction and was posted on the Tri-County Office of Emergency Management's website so as to introduce the planning concept and to solicit questions and comments from the public.

WHEREAS public hearings were held in Charlevoix, Cheboygan and Emmet County to allow the public the opportunity to comment on the plan.

NOW THEREFORE BE IT RESOLVED:

1. The Charlevoix, Cheboygan and Emmet County Multi-Jurisdictional Hazard Mitigation Plan, as submitted to the Michigan State Police Emergency Management and Homeland Security Division and the Federal Emergency Management Agency on April 20, 2016 by the Tri-County Office of Emergency Management is hereby adopted as an official plan of Counties of Charlevoix, Cheboygan and Emmet; minor revisions recommended by the Federal Emergency Management Agency and/or the Michigan State Police Emergency Management Division may be incorporated without further action.
2. The Charlevoix Cheboygan and Emmet County departments identified in the plan are hereby directed to pursue implementation of the recommended high priority activities that are assigned to their departments.
3. Any action proposed by the plan shall be subject to and contingent upon budget approval, if required, which shall be at the discretion of the Charlevoix, Cheboygan and Emmet County Board of Commissioners respectively and this resolution shall not be interpreted so as to mandate any such appropriations.
4. The Emergency Management Coordinator is designated to coordinate with other offices and shall periodically report on the activities, accomplishments, and progress.

Administrator Lawson presented the Blue Cross Blue Shield Inmate Services Agreement up for renewal. Administrator Lawson stated that the Agreement allows for Cheboygan County inmate medical services to be billed at the BCBS insurance approved rate. Administrator Lawson stated that legal counsel has reviewed the agreement. Commissioner Allor asked legal counsel about page 404, third paragraph of the Agreement regarding governance by the inmate retirement security act. Legal counsel affirmed the provision as the contract is dealing with inmates, not employees.

Motion by Commissioner Allor, seconded by Commissioner Brown to approve and sign the proposed Blue Cross/Blue Shield of Michigan – Administrative Services Contract – Advance Deposit Program – Cheboygan County Inmate Services Contract dated July 2016. Motion carried with 7 yes, 0 no and 0 absent.

Commissioner Gauthier presented the 2017 Wage and Salary Resolution 16-20 regarding Elected Officials. Commissioner Gauthier stated that the Board Appointments and Procedures Committee met and the recommendation is that there would be no change in salary or per diems of the Cheboygan County Board of Commissioners and the County Road Commissioners for their terms of office, \$62,000 for the new County Treasurer and \$65,000 for the new County Clerk/Register, an increase of 3.15% to the salary of the Sheriff, \$1,000 for the County Drain Commissioner and County Surveyor for the term of office, and to review the salaries of the County Clerk/Register, County Treasurer, County Sheriff, and County Prosecuting Attorney every year at budget time.

Finance Business Meeting – October 11, 2016

Motion by Commissioner Gauthier, seconded by Commissioner Brown to adopt the 2017 Salary and Wage Resolution – Elected Officials #16-020 and authorize the Chairperson to sign. A roll call vote was taken. Motion carried with 7 yes, 0 no and 0 absent.

Finance Director Kortz presented the 2017 Salary & Wage Resolution regarding Non-Union General Employees #16-021. Commissioner Allor commented that when a resolution of this nature came before the Board last year and there were employees at above average comparable compensation at that time who were still getting raises. Commissioner Allor stated that she has a hard time justifying for someone getting paid 7% – 12% over average and would still get a raise and that we're in that same situation again this year – giving raises to individuals who are already over average if the resolution passes.

Motion by Commissioner Wallace, seconded by Commissioner Gauthier to adopt the 2017 Salary and Wage Resolution – Non-Union General Employee #16-021 and authorize the Chairperson to sign. A roll call vote was taken. Motion carried with 5 yes, 2 no (Commissioner Gouine and Commissioner Allor), and 0 absent.

Finance Director Kortz presented the Court Administrative Cost Allocation Plan Contract. Commissioner Allor asked about getting out of the contract if the indirect costs will not be included. Finance Director affirmed that it is possible if the work of the contract has not started. Discussion was held regarding potential recapturing of funds by the State.

Motion by Commissioner Brown, seconded by Commissioner Allor to approve the three-year (County FY 2015-2017) consulting services contract with MGT of America, Inc. in the total amount of \$12,000 to provide the Court Administrative Cost Allocation Plan and authorize the Chairperson to sign. A roll call vote was taken. Motion carried with 7 yes, 0 no and 0 absent.

Undersheriff Tim Cook presented Stellar Services, LLC Contract (Inmate Banking and Commissary Services) which would automate and itemize the commissary and bonding process in the jail. Undersheriff Cook stated that legal counsel has reviewed the contract.

Motion by Commissioner Matelski, seconded by Commissioner Brown to approve the move to Stellar Services, LLC for inmate banking and commissary after civil counsel review and to have the contract signed by authorized signatures and this motion would be contingent on the agreement with Stellar Services, LLC and Cheboygan County, Cheboygan County Sheriff's Department regarding contract language. A roll call vote was taken. Motion carried with 7 yes, 0 no and 0 absent.

Commissioner Gauthier addressed the meeting minutes for the September 27, 2016 Board Appointments and Procedures Committee meeting. Commissioner Gauthier stated that the Committee agreed on \$65,000 recommendation for the Clerk/Register position and the meeting minutes state "\$65,500" and he would like it corrected accordingly. Clerk/Register Tryban will make the correction and those minutes will go to the Board Appointments and Procedures Committee for approval.

Motion by Commissioner Gauthier, seconded by Commissioner Brown to receive and file the Board Appointments and Procedures Committee meeting minutes of September 27, 2016 with the noted change. Motion carried with 7 yes, 0 no and 0 absent.

CITIZENS COMMENTS

Carl Muscott, a citizen of Tuscarora Township, addressed the Board regarding the Board's discussion of comparable salaries and wages as being in line with comparable services and treatment. Mr. Muscott stated his concern with the Planning and Zoning Department practices regarding unequal treatment and application of the law.

BOARD MEMBER COMMENTS

Commissioner Gouine asked Commissioner Gauthier about why some of the Farmer's Market vendors go downtown under the pavilion and the others go to the Walgreen's parking lot. Commissioner Gauthier

Finance Business Meeting – October 11, 2016

stated that the Main Street Project Committee meets Tuesday Morning at 9 AM and encouraged them to attend and they have been trying to figure out how to get the Farmer's Market indoors when the weather gets cold and he stated that he doesn't know why they are in two different locations.

Commissioner Brown commented that a lot goes into the process of making salary and wage recommendations. Commissioner Brown commented that one thing that went into determining the Sheriff's recommended wage was that he gave up a 2% raise two years ago in a declining year and now that has been taken into consideration. Commissioner Brown also noted that the Board unanimously supported the recommended wages for union employees and that there should be the same support behind raises for non-union employees.

Motion by Commissioner Matelski, seconded by Commissioner Wallace, to adjourn to the call of the Chairperson. Meeting adjourned at 11:22 AM.

Mary Ellen Tryban
Cheboygan County Clerk/Register

Peter Redmond
Chairperson

DRAFT

Health Board Meeting
September 20, 2016

The regular meeting of the District No. 4 Health Board was called to order by Chairman Pete Redmond, September 20, 2016, at 10:00 a.m. The meeting was held at Thunder Bay Community Health Services, Hillman, Michigan.

RECEIVED

OCT 24 2016

CHEBOYGAN CO. CLERK

ROLL CALL

Present:

Alpena County:
Cheboygan County:
Montmorency County :
Presque Isle County:

Adrian, Lawson
Redmond, Allor
LaFleche, Peterson
Altman, Lang

Absent:

Excused:

Others Present:

Joshua Meyerson, Judy Greer,
Wendy Byers-Phillips, Scott Smith,
Denise Bryan – DHD#2 Health
Officer, Laurie Sauer - NEMCSA

AGENDA CHANGES

Add: Administrative Health Officer Search and Introduction

MINUTES

August 16, 2016 Health Board Minutes: Motion by Peterson with support from Adrian to approve the August 16, 2016 Health Board Minutes as presented. Lang was not present at the meeting. Robert Schell was present. Ayes all, motion carried.

CLAIMS

August 17, 2016 through September 16, 2016: Motion by LaFleche with support from Lawson to approve the Listing of Claims submitted from August 17, 2016 through September 16, 2016. Roll call vote. Ayes all, motion carried.

PUBLIC COMMENT

None.

PERSONAL HEALTH NURSING DIRECTOR'S REPORT

Personal Health Administrative Positions: Karen Nowicki-Compeau, RN, BSN our current Personal Health Nursing Supervisor has been awarded the Director of Nursing position for DHD#4. Leah Werth, RN our nurse from Montmorency County was awarded the DHD#4 Nursing Supervisor position. They will start their new positions January 1, 2017.

Staffing: The nurse that was originally offered the Alpena position recently notified us that she needed to decline the position. Patricia Ahlgren, RN has accepted the position and comes to DHD#4 with over 20 years of maternal/child & OB/GYN experience. Patricia is excited to start with us on October 31st.

Sharon Ossewaarde, Registered Dietician will join our staff to cover contractually the counties of Alpena, Montmorency and Presque Isle in both WIC and MIHP.

Opportunity: Karen Nowicki-Compeau has an appointment next month with Blue Cross/Blue Shield to discuss a potential program that would involve home visits by registered nurses for their pregnant and postpartum women. This would be a billable service.

Outreach Efforts: DHD#4 & United Health Care partnered to offer a "Baby Shower" (Educational Luncheon with games & prizes) for all first time pregnant women that reside within our jurisdiction. It will be held in Rogers City on September 22nd from 11 a.m. - 1 p.m. There is no cost to DHD#4 or the participants. DHD#4 will have staff there to do presentations on our programs targeted to pregnant women & other services offered; WIC & Breastfeeding Support, MIHP, Immunizations, Family planning & insurance coverage. Each participant will get a gift bag.

Dental Varnish: The nursing staff has begun applying Dental Varnish to 92 children. Medicaid reimburses \$39 per application.

HIV Grant: Since August 1st, 39 HIV Rapid tests have been done. The majority have been in Alpena because we have a long-term drug rehab unit here. HIV testing is offered in all 4 counties.

PERSONAL HEALTH NURSING DIRECTOR'S REPORT CONTINUED

Immunizations: DHD#4 has been involved in the MALPH Immunization Grant with DHD#10, Benzie-Leelanau and Northwest District Health Departments. Currently the group is working on the School Based Clinic portion of the grant that will offer shots for students during school hours without a parent/guardian present. DHD#4 will be Thunder Bay Jr. High on 3 different dates to provide immunizations to students/staff. The plan from the lessons learned would be that DHD#4 would be able to offer this service to schools in all 4 counties.

Immunization Rates: Byers-Phillips shared that because of the "Not Met" that was noted in our Immunization Accreditation November 2015, positive things happened because of the need to develop an "Immunization Coverage Levels & Reminder/Recall Efforts Log". Prior to the correction, staff were unclear about what was expected. For many years the expectations were explained by different resources according to their own interpretation. As a result, the efforts that staff were putting into the Reminder/Recalls, was a task that felt like a waste of time because we could not see what the results were by keeping a giant binder with a lot of paperwork. Once the log was developed and staff were trained on how to complete the log, the opportunity came about with the MALPH: Sustaining Immunization Grant. Since our focus for so many years was on the 24-36 month olds, we were able to write the grant focusing on recalls for teens 13-17 years of age. As a result, we were awarded \$11,895 to track the Immunization Coverage Levels and do Reminder/Recalls for the teens. The grant runs through September 2017. Comparing the stats from January to August show that Alpena has improved by 3%, Cheboygan 2%, Montmorency 2%, & PI 2%; these increases are impressive when we are evaluating 4,414 teens. Another area that staff are finding impressive is the report that shows the number of People Vaccinated as a result of the recall. Since January, DHD#4's Reminder/Recall efforts have promoted 160 kids to get immunizations! August reports had the highest increase with a total of **61** children! At a time when immunization rates are at an all-time low, the most exciting news is that our % of both 24-36 month olds and our teens that are up to date on immunizations are continuing to climb! Byers-Phillips shared with the board how proud she is of the Immunization staff for all of their efforts & what they do to promote health in our communities.

ENVIRONMENTAL HEALTH DIRECTOR'S REPORT

Hedgerow Software: DHD#4 purchased the Hedgerow software and are in the process of configuring the food portion of the software. We will be working on the other programs in the near future. The configuration is going slower than anticipated. The new go live date for food service has been moved out one month. We are steadily progressing with the software. The staff is excited about getting the software up and running.

ENVIRONMENTAL HEALTH DIRECTOR'S REPORT CONTINUED

Type II Public Water Supply: Smith keeps this on the agenda to keep the board updated. Across the state all health departments are having difficulty of meeting the state guidelines. There has been a meeting arranged for September 29, 2016 to see what some best practices are around the state to determine how others are accomplishing the goals set by Department of Environmental Quality. Adrian questioned why the change was necessary. Smith explained his understanding of the changes and the necessity of it.

Radon Awareness Week: We participate in Radon Awareness Week in October. We will once again be providing free radon kits. There will be a press release in regards to this so that citizens are aware that they can come to the Health Department and pick up their kits. Sanitarians are involved when citizens have questions regarding their results. Typically we hand out approximately 400 test kits throughout the district. Smith will update the board regarding the number handed out and the results needing further action.

MEDICAL DIRECTOR'S REPORT

Communicable Disease Report: The report for period August 1, 2016 through August 31, 2016 was mailed to the Board with the packet for the month.

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. Amount being added to Fund Balance through July 31, 2016 is \$ 100,270.04.

ADMINISTRATIVE HEALTH OFFICER'S REPORT

Administrative Health Officer Search: The Executive Committee had been participating in Strategic Planning and at the August meeting it was focused on the Health Officer position since the departure of Bradley Rider. The department sent out a request to partner health departments to submit proposals if they were interested in the shared health officer position. District Health Department No. 2 has expressed interest in the shared Health Officer position. Denise Bryan, Health Officer of District Health Department No.2 is in attendance today. Meyerson introduced Denise Bryan. Bryan shared her background and her knowledge of public health. Bryan shared information regarding her second master degree and what that entailed. She expressed her thoughts and ideas in regards to sharing a Health Officer between District Health Department No. 4 and District Health Department No. 2. Bryan answered questions presented by Commissioners to the best of her abilities.

ADMINISTRATIVE HEALTH OFFICER'S REPORT CONTINUED

Meyerson shared the guidelines as to what services we are looking for with a shared Health Officer. Bryan shared that October 6, 2016 at 10:00 a.m. would be the best time to have the discussion with District Health Department No. 2 and member(s) of their Board of Health. The Executive Board had decided to look into the sharing option and the internal applicant is to prepare an offer to the Board.

Building Updates: Dental Clinics North has just about completed their remodel in the Alpena Office. Meyerson and Greer will be working on the new Dental lease.

Cheboygan building is still in the remodel process. This has been a long process and we look forward to this project being completed.

County Allocation Request: The County Allocation Request for next year was distributed with the packets. Meyerson explained how the allocation request is determined. For 2017, we are asking for a 2% increase. Meyerson explained the process we are looking to work towards a budget to present in November. Allor had questioned if there are other options to calculating the allocations. Meyerson will check to see how Health Department of Northwest Michigan and Benzie-Leelanau District Health Department determines their allocations. Altman suggested presenting allocations every two years instead of yearly. Bryan shared what District Health Department No. 2 does for their allocation. Smith shared that the consumer price index is 2.3% from the State of Michigan. Smith suggested that the Strategic Planning sessions could be used to look at the allocation process.

NEW BUSINESS

November Board of Health meeting is scheduled for November 15, 2016 and would like to move the meeting to Thursday, November 10, 2016 in Alpena.

OLD BUSINESS

None.

ADJOURNMENT

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

Adjournment: 11:50a.m.

Pete Redmond, Chairman

Bob Adrian, Secretary/Treasurer

Judy Greer, Recording Secretary

Northeast Michigan Community Service Agency, Inc.
BOARD OF DIRECTORS
Iva's Chicken Dinner, Sterling, MI
October 7, 2016

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

ROLL CALL

Carol Athan	Melissa Holt
Stuart Bartlett	Roger Houthoofd
Lyn Behnke	Dawn Lawrence
Earl Corpe	Jennifer Lopez
Lee Gapczynski	John Morrison
Jean Garratt	Leonard Page
Bruce Gauthier	Sharon Priebe
Kenneth Glasser	Corleen Proulx
Mark Grantner	Patricia Rondeau
Thomas Green	Kathleen Vichunas
Albert LaFleche	Gerald Wall
Aubrey Haskill	Rose Walsh
Pete Hennard	Carol Wenzel
Mary Hess	Virginia Zygiel

Excused: Steve Lang, John Smock

Absent: Sue Flewelling, Meagan Holmes

Quorum present - yes

Staff Members Present:

Lisa Bolen, Karen Godi, Linda McGillis, Diane Price, Laurie Sauer, Michelle Smith, Nicole Smith, Jeff Weiland, Fran Whitney, Valerie Williams, and Sue Zolnierk

APPROVAL OF AGENDA

Motion by Carol Athan to approve the agenda as presented. Support by Sharon Priebe. All ayes, Motion carried.

CONFLICT OF INTEREST DISCLOSURES

None

Lieutenant Thomas Green led the Board in the Pledge of Allegiance.

John Morrison provided the blessing for the meal.

John Morrison provided reflections

INTRODUCTION OF GUESTS AND PUBLIC COMMENT

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

October 7, 2016

Page 1 of 3

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 September 2016 draft meeting minutes
- b. Receive and file August and September 2016 Head Start Policy Council meeting minutes
- c. Receive and file September 2016 Regional Council on Aging meeting minutes
- d. Receive and file September 2016 Client Services Advisory Council meeting minutes
- e. Fair Housing Policy Approval

is adopted as presented.

COMMUNICATION

Pete Hennard read communication from the Administration for Children & Families dated September 23, 2016 approving the request to waive the bus monitor requirement and the child restraint system requirement.

Motion by Gerald Wall to receive and file communication from the Administration for Children & Families dated September 23, 2016 as presented. Support by Rose Walsh. All ayes, Motion carried.

INFORMATION ITEMS

Directors Report – Lisa Bolen

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

Financial Report – Jeff Weiland

Jeff Weiland reviewed the Statement of Financial Condition for the Energy Assistance Programs and Housing Assistance Programs as of September 30, 2016. Jeff also reviewed the Head Start/Early Head Start recorded expenses as of September 30, 2016.

Motion by Bruce LaFleche to receive and file the financial report as presented. Support by Leonard Page. All ayes, Motion carried.

Nicole Smith presented the 2017 ROMA plan to the Board that was distributed prior to the meeting.

Program Presentation – Valerie Williams, Housing and Client Services Director and Michelle Smith, Housing Program Manager presented a PowerPoint presentation on the Heat and Utility and the Housing Assistance Programs.

COMMITTEE REPORTS

Program Planning and Evaluation Committee – Earl Corpe

The Committee met prior to the regular meeting to review and recommend approval of the Resolution to accept Emergency Solutions Grant (ESG) funding from the Michigan State Housing Development Authority (MSHDA). The committee also met jointly with the Early Childhood Services Ad Hoc Committee to review and recommend for approval submission of the Head Start/Early Head Start Continuation Grant Application for FY 2017 and review and resubmission of the Head Start Supplemental Funding Duration Application.

Motion by Roger Houthoofd to Resolve acceptance of the Emergency Solutions Grant (ESG) funding from the Michigan State Housing Development Authority (MSHDA) as presented. Support by Stuart Bartlett.

Roll Call Vote:

Stuart Bartlett, yes; Lyn Behnke, yes; Earl Corpe, yes; Lee Gapczynski, yes; Jean Garratt, yes; Bruce Gauthier, yes; Kenneth Glasser, yes; Mark Grantner, yes; Thomas Green, yes; Aubrey Haskill, yes; Pete Hennard, yes; Melissa Holt, yes; Roger Houthoofd, yes; Albert LaFleche, yes; Dawn Lawrence, yes; Jennifer Lopez, yes; John Morrison, yes; Leonard Page, yes; Sharon Priebe, yes; Pat Rondeau, yes; Kathleen Vichunas, yes; Gerald Wall, yes; Rose Walsh, yes; Carol Wenzel, yes; Virginia Zygiel, yes.

25 yes 0 no – Resolution adopted.

Motion by Roger Houthoofd to approve submittal of the Head Start/Early Head Start Continuation Grant Application for FY 2017 as presented. Support by Jean Garratt. All ayes, Motion carried.

Motion by Jean Garratt to approve the resubmittal of Head Start Supplemental Funding Duration Application as presented. Support by Stuart Bartlett. All ayes, Motion carried.

Audit/Finance Committee – Ken Glasser

No meeting. No report.

Membership Committee – John Morrison

No meeting. No report.

Early Childhood Services Ad Hoc Committee – Jean Garratt

Joint meeting with the Program Planning and Evaluation Committee.

Personnel Committee – Meagan Holmes

No meeting. No report.

NEW BUSINESS

No new business

The November board meeting will be held at Wiltse’s Restaurant in Oscoda on November 4, 2016.

Motion by Albert LaFleche to adjourn the meeting at 1:56 p.m. Support by Bruce Gauthier. All ayes, Motion carried.

Date Prepared: October 7, 2016

Date Approved: _____

Board Secretary

Date

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

Call to Order

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

Roll Call

Governing Board

Members Present: Kathleen Vichunas, Cam Habermehl, Rick Anderson, Dan Plasencia, Gene Thornton, Jack Kischnick, Julie Powers-Gehman, Carl Altman, Adam Poll, Robert Heilman, Bruno Wojcik, Doug Baum and Dave Post.

Staff Present: Diane Rekowski, Meg Foote and Theresa Huff

A quorum was declared present.

Approval of Minutes

R. Heilman presented the Minutes of the June 16, 2016 meeting. C. Habermehl moved, supported by J. Powers-Gehman to approve the minutes. All ayes, motion carried.

Financial Report

M. Foote reviewed the July 31, 2016, financial statements with the Board. D. Baum moved, supported by B. Wojcik to receive and file the July 31, 2016 financial report. All ayes, motion carried.

President's Report

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

K. Vichunas moved to approve all projects, supported by D. Post. All ayes, motion carried.

MI Association of Regions (MAR):

R. Heilman reported on the annual meeting which was hosted by SEMCOG in Detroit and was very well done. Visited the Red Wings stadium construction site, Belle Isle and local new establishments. Detroit's going to be significantly different within the next 15 years. Representatives from MTA, MAC and MML presented at the meeting, with little positive to report coming from Lansing. NEMCOG will be hosting the Annual Meeting in Alpena next year.

Other: None

Director's Report: D. Rekowski

D. Rekowski reported on staff changes, Dave Glenn has gone back to the contractor status and Stephanie Loria has now become a full-time NEMCOG employee. Both changes were effective August 15, 2016. D. Glenn will focus on RPI and S. Loria will be working on Plans and the Iron Belle Trail. D. Cline is now in Lansing and it's working out fine.

D. Rekowski reported that NEMCOG did not receive the Community Corrections grants for FY2017. A meeting was held with MDOC staff to discuss the legitimacy of the reasons for denying the grants. Lansing staff would not back down on their opinions and were told they would work with us next year.

Regional Prosperity Initiative (RPI): Reported on the RPI Mini Grants for Regional Marketing and Economic Development. There were a total of 28 mini grants submitted. 16 were for marketing and 12 for economic development. A Selection Committee was established of Collaborative Board members. Out of the 16 marketing mini-grant applications, 3 were chosen to receive the grants. Out of the 12 economic development mini-grant applications, 11 were chosen to receive the grants.

Met with our Attorney a few weeks ago regarding the consolidation with MI Works!. A meeting is being scheduled with Director Marisue Moreau, D. Rekowski and the attorney to discuss and answer any questions. Will then organize a joint NEMCOG/NE Consortium committee meeting..

Digital Works: Since the first students graduated in December, 25 people gained employment. The Cheboygan group and Connected Nation continues to look for funding to sustain it, until it reaches support capability. It costs approximately \$9,000 a month to run the facility.

Community/Economic Development: A \$3.2 million EDA grant was just submitted by D. Glenn on behalf of Beaver Creek Utility Authority for Arauco's wastewater treatment system.

Administrative:

Bylaws will be on September board meeting Agenda.

Special Presentations:

Guest Speaker: David M. Lick/Foster Swift Collins & Smith PC provided an extremely informative presentation regarding Public-Private Partnerships. Provided the Board with various handouts on the work he has been involved with over the years.

Guest Speaker: Dan Leonard, MEDC, Community Development staff for Region 3, briefly reviewed recent changes that have occurred in the Agency. MSHDA's Rental Rehab program was brought into MEDC along with the staff that worked on it. Discussed the review and funding changes to the program.

Finance Committee Meeting Report: C. Altman

The Committee met on August 4, 2016 and C. Altman provided the following review:

Audit: The Finance Committee recommended to the Board to use the current Auditor, Curt Reppuhn EHTC for FY2016 audit at a cost of \$8,750. Moved by C. Altman, seconded by D. Post to use Curt Reppuhn for the FY 2016 audit. A roll call vote was taken. All ayes, motion carried.

Wages/Salaries: The Finance Committee took no action at this time for Wages/Salaries but will re-evaluate in January, 2017

FY17 Appropriations: Appropriations for FY2017 were recommended to remain the same as FY 2016. C. Altman moved, seconded by D. Post for the appropriations to remain the same. A roll call vote was taken. All ayes, motion carried.

FY 2017 Budget: Proposed budget was provided to the Board. Finance Committee along with Executive Director and Finance Director will be developing a deficit reduction plan for the rest of this fiscal year. Still have approximately \$100,000 in fund balance. The proposed budget does include 3% for possible wage increases but will be discussed later in fiscal year. Community Correction changes will impact things but not certain on full extent yet, will need to make some calculations. B. Wojcik seconded by C. Altman to approve the FY 2017 Budget. A roll call vote was taken. All ayes, motion carried.

MCACA Grant Application Resolution: Board was provided a copy of the application. B. Wojcik moved, K. Vichunas seconded to approve the grant application. A roll call vote was taken. All ayes, motion carried.

Committee Reports

None

Previous Business

None.

New Business

None.

County Updates:

None

Public Comment:

None.

Adjournment

The meeting was adjourned at 12:55 p.m. The next meeting will be held on September 15, 2016.

MINUTES OF THE BOARD
September 15, 2016
North Country Community Mental Health
Board Room
1420 Plaza Drive
Petoskey, Michigan

BOARD MEMBERS PRESENT: Ed Ginop, Gary Averill, Louis Scholl, Paul Liss,
Sr. Augusta Stratz, Dan Plasencia, Sue Allor,
Bob Boyd, Karla Sherman, Christian Marcus

BOARD MEMBERS ABSENT: Craig Crambell, Dennis Priess, Ron Iseler, Joel Evans

STAFF: Alexis Kaczynski, Donna Wheeler, Christine Gebhard,
Jennifer Cassidy, Stacey Chipman, Joan Booth

GUESTS:

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

ROLL CALL

Mr. Ginop welcomed everyone to the meeting.

PUBLIC COMMENT

There was no public comment.

CONSENT AGENDA

Financial Statement – Provider Operations - North Country CMH:

Balance on Hand, July 31, 2016	\$6,472,279.81
Receipts, Adjustments & Transfers, Aug.	\$3,990,471.90
Total Disbursements & Adjustments, Aug.	\$3,825,460.93
Increase in Cash Balance	\$ 165,010.97
Balance, August 31, 2016	\$6,637,290.78

*Approximately \$3,913,554 has been advanced from the State of Michigan and has been encumbered for outstanding bills.

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

Information (I) Items from Committee Reports

Information items were included in the committee minutes.

Privileging Recommendations

There was one privileging recommendation this month.

COMMITTEE RECOMMENDATIONS – BOARD ACTION

Finance Committee

Mr. Plasencia reviewed FY16 Budget Amendment #2 and explained that there was some decrease in revenue.

**MOTION BY DAN PLASENCIA TO APPROVE FY16 BUDGET AMENDMENT #2.
MOTION CARRIED.**

Mr. Plasencia reviewed the Initial Budget for FY17.

**MOTION BY DAN PLASENCIA TO APPROVE THE INITIAL BUDGET FOR FY 17.
MOTION CARRIED.**

Mr. Plasencia reviewed the MACMHB dues increase in the amount of \$782.00 for the coming year. No action was needed.

Personnel Committee

Mr. Scholl discussed the results of the Director's evaluation and thanked the Board members for completing these evaluations. There were 12 of the 14 evaluations returned and there was not even one "no" answer. He reviewed the comments given. Mr. Scholl suggested revisiting the matter of an increase in pay for the Director when it is determined if the staff will receive one.

**MOTION BY ROBERT BOYD, SECOND BY GARY AVERILL, TO ACCEPT THE
RECOMMENDATION OF THE COMMITTEE. MOTION CARRIED**

ACTION ITEMS – WITHOUT COMMITTEE REVIEW

There were no action items this month.

PRESENTATION

Supported Employment

Jennifer Cassidy introduced herself and explained the Supported Employment Program. She also pointed out that the Northern Exposure (agency newsletter) has an update on the program. She reported that 62% of clients in the Supported Employment Program are employed. She distributed her business cards and explained that they are different from other business cards used by North Country CMH staff because of the potential for stigma in the community. There are eight principles they go by. Employment is based on active clients of the community mental health board and they must be on Medicaid. Competitive employment is the goal. They do job

coaching; are in a normal competitive setting; and go through what any potential employee would go through. They do skill building activities. Benefits counseling is part of the program.

There is a fear of clients losing their benefits and the staff work with them to assure that this does not happen. They determine interest in where they would like to work, location of job, help with gas cards, etc. Follow-along supports are unlimited. If they feel they can handle their employment independently staff will close their case. The program works with Boyne, Bay Harbor, Terrace Inn in Bayview, Meijer, Goodwill, Shanty Creek, etc. They do individualized job development and staff go in and talk to employers. They serve consumers in all 6 counties. Emmet and Otsego are the most used counties. She discussed the six different diagnoses and gave numbers in these categories.

DIRECTOR'S REPORT/COMMUNICATIONS

Ms. Kaczynski referred the Board members to the copy of the Northern Exposure and referred to the first annual conference by consumers for consumers. It was well attended and they had a speaker and the event was very successful. Ms. Kaczynski also discussed the 8th Annual Anti-Stigma Day where 100 individuals attended and Joanne Rackow from this agency presented. There was an article on page 3 listing the new staff who have joined the agency and current staff who have changed positions in the agency. She pointed out that there has been tremendous turnover lately. Four therapists left the agency in one week. The on call system is mentioned as a reason for leaving.

Ms. Kaczynski reported that the agency was notified that a complaint had been filed with MiOSHA. A response was filed.

She reported that the lack of inpatient psychiatric beds in the state is a frustrating situation for staff, especially on call staff, and a bad clinical situation for clients. It's even difficult to get people into state hospitals. It's ironic that our local McLaren hospital isn't able to get patients into psychiatric units in McLaren hospitals in other parts of the state. The state is addressing this problem, but slowly.

She reviewed the most recent information on "Section 298". This refers to the Governor's original budget proposal to move the \$2.4 billion in resources for Medicaid behavioral health services to the Medicaid Health Plans and away from the PIHP's like the Northern Michigan Regional Entity. Mental health's objection is that most of these health plans are profit making organizations. This was proposed several months ago and there was a tremendous backlash from advocacy organizations in Michigan. A workgroup was formed to study the issue and a preliminary report was issued in June. Another, much smaller workgroup is attempting to finalize a report for the legislature in January, 2017. Three "Affinity Groups" will be meeting in the interim: payors, providers and consumers. Ms. Kaczynski indicated that in the Board packet there is a pilot proposal that came from Meridian, a health plan which was notable in one of the Detroit articles. There may be a preliminary report from the new work group in October.

QUALITY IMPROVEMENT UPDATES

Ms. Gebhard distributed a handout entitled Strategic Goals for 2016-2018 and she reviewed this document with the board. There is an integrated work team that reports to the Board. In the

newsletter under Director's Corner, there is information regarding Certified Community Behavioral Health Clinics. There are at least 100 standards. In planning to become a CCBHC, the team identified those standards with the resources it has today. She is asking the Board to approve these strategic goals for the next 3 years.

MOTION BY LOUIS SCHOLL, SECOND BY SR. AUGUSTA STRATZ, TO ADOPT THE STRATEGIC PLAN FOR THE NEXT 3 YEARS. MOTION CARRIED.

Discussion ensued on this subject.

NORTHERN MICHIGAN REGIONAL ENTITY

Ms. Kaczynski referred to the minutes of the last Board Meeting. Ms. Sherman mentioned getting staff on board and Ed LaFramboise got the David LaLumia Outstanding Service Award.

OLD BUSINESS

There was no old business this month.

NEW BUSINESS

Ms. Kaczynski referred to the minutes of the MACMHB Policy/Legislative Committee meeting. She referred to the medical parole package for prisoners deemed to be medically frail.

She reported on HB5118 and there are committees working on the GF funding formula and no action has been taken. Compared to other CMHs in the state, North Country has a relatively high amount of GF funding. Now a new House Bill was introduced which may not be acted on to implement the funding distribution formula decided upon by the department.

MOTION BY ROBERT BOYD, SECOND BY GARY AVERILL, TO ADJOURN THE MEETING AT 5:55 P.M. MOTION CARRIED.

Ed Ginop, Board Chair

**CHEBOYGAN COUNTY 2016 COUNTY TAX ALLOCATION BOARD
ORGANIZATIONAL MEETING
APRIL 18, 2016**

The Organizational meeting of the 2016 Cheboygan County Tax Allocation Board was held in the Commissioners Room of the County Building at 2:00 p.m. The meeting was started at 2:20 p.m. to wait for all to be present.

The following members were present:

Linda A. Cronan, Cheboygan County Treasurer
Pete Redmond, Fiscal Officer Cheboygan County Board of Commissioners
Mary Vratnina, Superintendent, COP Educational Service District
Jerry Malloy, selected by Probate Judge (arrived at 2:15 p.m.)
Alice Mushlock, Member-at-Large appointed by County Board of Commissioners
Marcia Rocheleau, Beaugrand Township Supervisor selected by County Supervisors
Mary Ellen Tryban, Cheboygan County Clerk

PUBLIC COMMENT - None

Motion by Alice Mushlock, seconded by Marcia Rocheleau, to nominate Linda Cronan as Chairperson. Motion carried.

Chairperson Linda Cronan read the current breakdown of the 7 mills as follows: 5.74 mills County; 1.00 mill Townships; and .26 mill COP Educational Service District.

Budgets were passed around and it was noted that the ~~Hebron~~ Burt Township Budget and the ~~Ellie~~ Waverly Township Budget and Balance Sheets were not available. The clerk will notify those townships to have those documents in by the next meeting.

Ann Couture, Benton Township Treasurer, submitted a written request for the Tax Allocation Board to pass a resolution allowing Benton Township to be able to use a single summer tax bill for the whole year's property tax levy when the winter tax bill is going to be \$100 or less. Chair Linda Cronan explained that Benton Township and the Cheboygan County Board of Commissioners have adopted similar resolutions. She said that approval is granted to individual townships. This is a cost savings to many townships, however those townships that charge \$2.50 per parcel for each parcel which goes to the township treasurer most likely will not pursue this.

Motion by Jerry Malloy, seconded by Alice Mushlock to adopt the following resolution:

RESOLUTION #1 OF 2016

RESOLUTION AUTHORIZING SUMMER COLLECTION OF MILLAGES
TOTALING \$100.00 OR LESS, PER INDIVIDUAL TAX BILL,
EXCLUDING ANY PROPERTY TAX ADMINISTRATION FEE, WHICH
WOULD NORMALLY BE LEVIED AND COLLECTED IN THE WINTER
TAX BILL

RECITALS

- A. MCL 211.44a(2) authorizes collection of winter tax bills totaling \$100.00 or less per individual tax bill, excluding any property tax administration fee, along with the summer taxes provided that the same is authorized by resolution of the taxing unit, the county board of commissioners and the county tax allocation board, provided the requirements of subsections (a), (b), and (c) are satisfied.
- B. Many of the townships within Cheboygan County have parcels with a winter tax bill of \$100.00 or less per individual tax bill, excluding any property tax administration fee.

- C. The Cheboygan County Tax Allocation Board, therefore, desires to authorize the summer collection of taxes meeting the requirements of Recital A above by the adoption of this Resolution, provided that each township board of the townships that desire to collect the qualifying taxes in the summer adopts a resolution to that effect and files the resolution with the County Clerk.

RESOLUTION

NOW, THEREFORE, THE CHEBOYGAN COUNTY TAX ALLOCATION BOARD HEREBY RESOLVES and authorizes from and after July 1, 2016 the summer collection of all winter tax bills totaling \$100.00 or less per individual tax bill, excluding any property tax administration fee, within any township of Cheboygan County that (1) adopts a resolution authorizing the summer collection of winter tax bills totaling \$100.00 or less per individual tax bill, excluding any property tax administration fee, and (2) files that resolution with the County Clerk.

Motion carried.

Discussion held regarding possibly placing a fixed millage proposal on the ballot for the August 2, 2016 Primary Election.

Motion by Alice Mushlock, seconded by Pete Redmond, to present the following petition to the Board of Commissioners initiating procedures for the adoption of separate tax limitations:

**CHEBOYGAN COUNTY
TAX ALLOCATION BOARD
Resolution No. 01 of 2016**

**A RESOLUTION TO INITIATE PETITION TO SUBMIT SEPARATE TAX
LIMITATIONS TO THE ELECTORS OF CHEBOYGAN COUNTY**

Recitals

- A. Article 9, § 6 of the Michigan Constitution of 1963 provides that separate tax limitations for the county and for the townships and intermediate school districts within the county, the aggregate of which shall not exceed 18 mills, may be adopted by the vote of the majority of the qualified electors of the county.
- B. Section 5c of the state Property Tax Limitation Act, being MCL 211.205c, provides that a petition to submit separate tax limitations to the electors of the county may be initiated by a resolution of the County Tax Allocation Board.
- C. The County Tax Allocation Board has prepared a petition, attached hereto and incorporated herein by reference, requesting that the question of establishing separate tax limitation millage rates for the county and for the townships and intermediate school district within the county be submitted to the voters of the county.

Resolution

NOW, THEREFORE, THE CHEBOYGAN COUNTY TAX ALLOCATION BOARD HEREBY RESOLVES that:

1. The petition attached hereto and incorporated herein by reference requesting that the Cheboygan County Board of Commissioners place before the voters the question of establishing separate tax limitation millage rates for the county and for the townships and intermediate school district within the county is hereby approved.
2. Pursuant to Section 5e of the state Property Tax Limitation Act, being MCL 211.205e, the County Tax Allocation Board hereby submits to the Cheboygan County Board of Commissioners the following separate tax limitations for the county and for the townships and the intermediate school district within the county, the aggregate of which shall not exceed 7 mills:

County of Cheboygan	5.74 mills
Townships within Cheboygan County	1.00 mills
COP Educational Service District, f/k/a COP Intermediate School District	<u>.26 mills</u>
TOTAL	7.0 mills

**COUNTY OF CHEBOYGAN
PETITION INITIATING PROCEDURES FOR THE ADOPTION OF
SEPARATE TAX LIMITATIONS**

We, the members of the Tax Allocation Board of the County of Cheboygan, State of Michigan, hereby by petition the County Board of Commissioners to place before the voters of this County, at the Primary Election to be held on August 2, 2016, and if the questions fails at the August 2, 2013 Primary Election, to place the question before the voters of this County at the General Election to be held November 8, 2016, the question of establishing separate tax limitation millage rates for a period of four (4) years (2017 through 2020, inclusive), for the County of Cheboygan, Townships and the COP Educational Service District, the aggregate of which shall not exceed 7 mills as follows:

County of Cheboygan	5.74 mills
Townships	1.00 mill
COP Educational Service District	.26 mill
Total	7.00 mills

Motion carried.

Motion by Alice Mushlock, seconded by Jerry Malloy, to set the following dates for meetings: Monday, May 16, 2016, Preliminary Order Meeting, 2:00 p.m. and Tuesday, May 31, 2016, Final Order Meeting, 2:00 p.m. Motion carried.

A motion was made by Alice Mushlock, seconded by Jerry Malloy, to adjourn the Organizational Meeting. Motion carried. The meeting adjourned at 3:00 p.m.



 Linda Cronan, Chairperson

Submitted by Mary Ellen Tryban

**CHEBOYGAN COUNTY 2016 COUNTY TAX ALLOCATION BOARD
PRELIMINARY ORDER HEARING
MAY 16, 2016**

The Preliminary Order Hearing of the 2016 Cheboygan County Tax Allocation Board was held in the Commissioners Room, at the County Building. Allocation Board Chair Linda Cronan opened the meeting at 2:00 p.m.

The following were present:

Linda A. Cronan, Cheboygan County Treasurer
Pete Redmond, Fiscal Officer Cheboygan County Board of Commissioners
Mary Vratana, Superintendent, COP Educational Service District
Alice Mushlock, Member at Large appointed by County Board of Commissioners
Jerome A. Malloy, Jr., Resident of County appointed by Probate Judge
Mary Ellen Tryban, Cheboygan County Clerk/Register

Absent:

Marcia Rocheleau, Beaugrand Township Supervisor selected by County

PUBLIC COMMENT - None

Motion by Alice Mushlock, seconded by Jerry Malloy, to approve the minutes of the April 18, 2016 Organizational Meeting, correcting the fourth paragraph below Public Comment to read Burt and Waverly, not Hebron and Ellis. Motion carried unanimously.

The Burt and Waverly Townships Budgets and Balance Sheets were presented and reviewed as they were not included with the other budgets on April 18, 2016.

Motion by Jerry Malloy, seconded by Alice Mushlock, to establish the Preliminary Order for the 7 mill breakdown to be as follows for 2016:

County of Cheboygan County	5.74 mills
Townships	1.00 mill
COP Educational Service District	.26 mill

Motion carried unanimously.

Mary Ellen Tryban will send out the Preliminary Order to all nineteen townships, the Cheboygan-Otsego-Presque Isle Educational Service District and the County of Cheboygan.

Linda Cronan reported that the Resolution and Petition to initiate placing a proposal on the August ballot for separate tax limitations was presented to the Board of Commissioners on May 10, 2016 and approved. The County's Civil

Counsel Bryan Graham said if the proposal did not pass in August, the Tax Allocation would have to petition the Board of Commissioner again to place the proposal on the 2016 November ballot.

The Final Hearing meeting will be held on Tuesday, May 31, 2016 in the Commissioners Room at 2:00 p.m.

Motion by Alice Mushlock, seconded by Jerry Malloy, to adjourn the Preliminary Order Meeting. Motion carried. The meeting adjourned at 2:15 p.m.



Linda Cronan, Chairperson

Submitted by Mary Ellen Tryban
County Clerk/Register

**CHEBOYGAN COUNTY 2015 COUNTY TAX ALLOCATION BOARD
FINAL ORDER HEARING
MAY 31, 2016**

The Final Order Hearing meeting of the 2016 Cheboygan County Tax Allocation Board was held in the Commissioners Room at the County Building. Allocation Board Chairman Cronan opened the meeting at 2:02 p.m.

The following members were present:

Linda A. Cronan, Cheboygan County Treasurer

Alice Mushlock, Member at Large appointed by the County Board of Commissioners

Mary Vratana, Superintendent, COP Educational Service District

Pete Redmond, Fiscal Officer Cheboygan County Board of Commissioners

Marcia Rocheleau, Beaugrand Township Supervisor selected by County Supervisors

Mary Ellen Tryban, Cheboygan County Clerk

Absent:

Jerome A. Malloy, Jr., Resident of County appointed by Probate Judge

PUBLIC COMMENT - None

Minutes of the May 16, 2016 Preliminary Hearing Meeting were reviewed. Motion by Alice Mushlock, supported by Pete Redmond, to approve the minutes as presented. Motion carried unanimously.

The Clerk had mailed Preliminary Order notices to all units, and received no response.

Motion by Marcia Rocheleau, supported by Alice Mushlock, to accept the Preliminary Allocation as set at the May 16, 2016 meeting as the Final Order. Allocations are as follows:

County of Cheboygan County	5.74 mills
Townships	1.00 mill
COP Educational Service District	.26 mill

Motion carried unanimously.

Chairperson Cronan said she spoke with Civil Counsel regarding the separate tax limitation proposal that will be on the August ballot. Bryan Graham, Civil Counsel told her that if the proposal fails in August, the Tax Allocation Board

would have to petition the Board of Commissioners to place the proposal on the November ballot.

Motion by Alice Mushlock, supported by Mary Vratanina, to approve adopting the necessary documents to petition the Board of Commissioners to place the proposal on the November 8, 2016 General Election ballot in the event that the proposal fails on August 2, 2016. Motion carried.

A motion was made by Alice Mushlock, supported by Mary Vratanina, to adjourn the Final Order Hearing. Motion carried. The meeting adjourned at 2:13 p.m.

S/
Linda A. Cronan, Chairperson

Submitted by Mary Ellen Tryban
County Clerk/Register

REGULAR MEETING OF THE CHEBOYGAN COUNTY ROAD COMMISSION SEPTEMBER 22, 2016

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

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

Pledge of Allegiance was recited

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

ABSENT: K. Paquet (excused)

VISITORS: G. Bunker, S. Redmond, T. Horrocks, T. Matelski, J. Moore, T. Olson, C. Veneros, F. Cribb, C. Muscott, G. Archambo and B. Hartwig

MOTION by D. Brown seconded by R. Chadwick to approve minutes of last regular meeting of 9/1/16 as mailed. 4 Yeas 1 Absent (Paquet) CARRIED

MOTION by D. Brown seconded by C. O'Connor to approve for payment current payroll voucher #16-36-\$60,858.90 and account payable voucher #16-37-\$268,941.21. 4 Yeas 1 Absent (Paquet) CARRIED

MOTION by D. Brown seconded by C. O'Connor to approve agenda as presented. 4 Yeas 1 Absent (Paquet) CARRIED

C. Muscott inquired when M 27 was going to open at the I75 overpass, CCRC has no information on the project.

C. Veneros commented Aloha Township Board would like to THANK the crew for the quick response in grading Little Canada Road.

T. Matelski inquired about warning signs for children on county roads, B. Shank commented not in the traffic handbook due to the false sense of security it gives the ones that requested.

MOTION by D. Brown seconded by R. Chadwick to cast the 2016 PLEGG Ballot for the following incumbents: Alpena District: Kurt Krajniak and Brentt Lucas and Presque Isle District: Raymond Wozniak. 4 Yeas 1 Absent (Paquet) CARRIED

MOTION by C. O'Connor seconded by D. Brown to approve contract with Huron Pines to cover the costs for Owens Creek at Owens Road \$4,000 towards culvert and Little McMasters at Clark Bridge Road to cover all material costs with Cheboygan County Road providing the labor costs as the match. 4 Yeas 1 Absent (Paquet) CARRIED

MOTION by D. Brown seconded by C. O'Connor to receive and file the following correspondence: Township Meeting Minutes: Grant 8/9/16, Koehler 8/8/16, Benton 8/9/16, Ellis 8/9/16, Tuscarora 8/9/16, and Mullett 9/9/16; CRASIF wins Workers' Compensation Award; and August State Maintenance. 4 Yeas 1 Absent (Paquet) CARRIED

B. Shank comment regarding Grant Township Minutes which states that Twin Lakes Road is a 2018 project, it is not on the schedule for 2018 as an official project, but a potential project for the future.

Engineer/Manager B. Shank Update:

- Levering Road and Club Road are currently being worked on.
- Attended the Tuscarora Township DDA Monday night and the DDA is willing to explore the Road Project for S. Straits Highway but nothing more to report at this time.

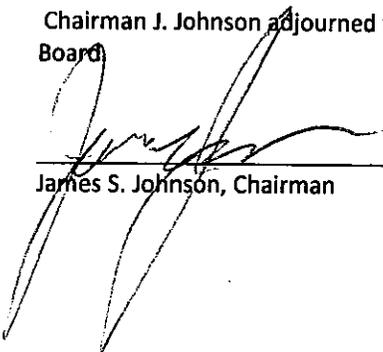
C. O'Connor-Thank the Crew for good job with Safety

R. Chadwick

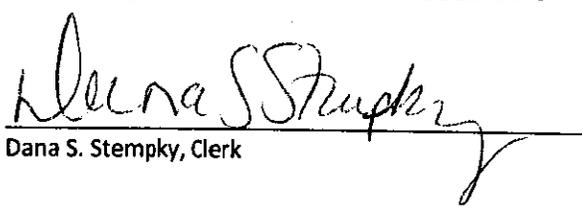
- Thank you to South end crew for work on Island View Drive.
- Attended the CRASIF/MCRCSIP Annual Meeting with Paquet and Shank, good topics were discussed and CCRC was the winner of one of CRASIFs cash prizes of \$750.

D. Brown- Thank you to crew, making the Safety Honor Roll speaks high volume for the Safety Committee and employees.

Chairman J. Johnson adjourned the regular meeting at 9:10 A.M. being no further business to come before the Board



James S. Johnson, Chairman



Dana S. Stempky, Clerk

REGULAR MEETING OF THE CHEBOYGAN COUNTY ROAD COMMISSION OCTOBER 6, 2016

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

Clerk D. Stempky took roll call and quorum was present

Pledge of Allegiance was recited

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

VISITORS: T. Matelski, J. Moore, F. Cribb, C. Muscott, C. Veneros, M. Donovan, D. Damm, G. Maybank, B. Hartwig, T. Horrocks, G. Archambo and A. Archambo

MOTION by R. Chadwick seconded by D. Brown to approve minutes of last regular meeting of 9/22/2016 as mailed. 5 Yeas **CARRIED**

MOTION by K. Paquet seconded by C. O'Connor to approve for payment current payroll voucher #16-38-\$60,008.48 and accounts payable voucher #16-39-\$360,343.78. 5 Yeas **CARRIED**

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

Gene Maybank, Resident on S. Straits Hwy, feels shoulders on S. Straits Hwy are in terrible shape and when the grading gets done it all gets kicked into his and neighbors drive and has to clean it up. He also would like the speed limit lowered on S. Straits Hwy from M68 to at least White Road. Engineer/Manager Shank discussed the process for speed limits and how the 85th percentile works and the result will probably be at the 55-60 mph when completed as the speed limit currently stands.

Engineer/Manager Shank commented Mullett Township has submitted documents to start the process of CCRC transferring jurisdiction of Woodruff Street Public Access to the Township from M-27 to Mullett Lake.

MOTION by D. Brown seconded by R. Chadwick to Hold Public Hearing on Thursday, November 17, 2016 at 9:00 A.M. to discuss the transfer of jurisdiction of the right-of-way for Woodruff Street Access from M-27 to Mullett Lake to Mullett Township per the request of the Mullett Township Board. 5 Yeas **CARRIED**

MOTION by D. Brown seconded by K. Paquet to receive and file the following correspondence: Mackinaw Township Meeting Minutes of 9/20/2016; Safety Committee Meeting Minutes of 9/21/2016 and September State Maintenance. 5 Yeas **CARRIED**

Engineer/Manager Shank requesting authorization to hire 6 temporary drivers for the winter season.

MOTION by D. Brown seconded by C. O'Connor to authorize Management to advertise and hire (6) Six temporary part-time drivers for the winter season. 5 Yeas **CARRIED**

Engineer/Manager Shank Update:

- Gaynor Bridge will receive funding in 2019 for a preventive maintenance project. These are critical bridge funds. This project will add some life back to the bridge. Work will include milling and paving on the bridge deck and approaches, waterproofing for the deck, joint repairs, guardrail upgrades, concrete repairs and erosion protection. Total project award is for \$487,000.00
- November 3 will hold a local task force meeting to discuss the 2017-2020 projects, City of Cheboygan is requesting to be put on the list for a future project. Board feels the City request should be granted depending on the dollar amount needed for a future project.
- November 4 the Task Force meeting will be held at Montmorency County Road Commission.

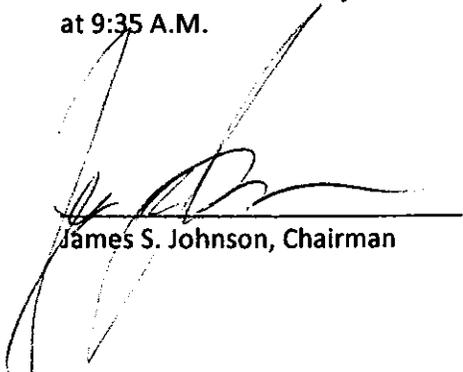
R. Chadwick THANK YOU TO CREW FOR work on ISLAND Drive**K. Paquet updates:**

- Attended County Board of Commissioners Meeting, Benton is requesting a Loan from the County to help finance the Canton Drive and West Black Lane special assessment proposed project. Township would like to pass a resolution and send letter to CCRC with two specifications that the project needs to be at/under \$500,000 and based on being granted funding from the County Board. CCRC has concern of bidding out projects when there is not a guarantee of the project moving forward and the impact on future jobs bid by contractors. Would like the Road Commission to send letter of support to Cheboygan County regarding loaning money to Townships for projects.

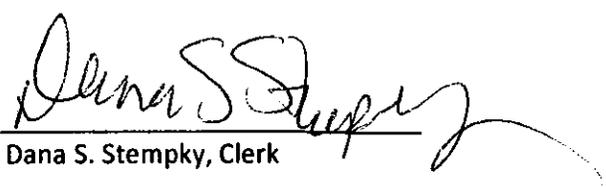
MOTION by K. Paquet seconded by D. Brown to send a letter of support to Cheboygan County in support of loaning money to the Townships for projects per PA 77 5 Yeas **CARRIED**

- Benton Township special assessment for Canton and West Black Lane will be put on the agenda for a future meeting when more information is gathered to make a decision.
- Attended Trails meeting, concerns there are not always routes for ORVs to take to get from trail to trail without traveling a trunkline road. Engineer/Manager discussed there is legislation out there trying to make specific routes available to get to areas such as food and fuel but not to travel from trail to trail.
- Olson Road ditch work, Week of Oct 17th is the plan to complete.
- Land banking-Engineer/Manger Shank commented CCRC has areas we believe can be used for land banking purposes and possibly receive funding to help with that.
- Asked where the Equipment needs are at? Engineer/Manager Shank commented there are preliminary specifications put together and the Equipment Committee will meet to review.

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



James S. Johnson, Chairman



Dana S. Stempky, Clerk

REGULAR MEETING OF THE CHEBOYGAN COUNTY ROAD COMMISSION OCTOBER 18, 2016

Chairman J. Johnson called the regular meeting to order of the Cheboygan County Road Commission at 8:00 A.M.

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

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

VISITORS: F. Cribb, K. Hahn, G. Bunker, B. Hartwig, T. Matelski, J. Moore, S. Redmond, M. Donovan, G. Archambo and R. J@rewicz

MOTION by K. Paquet seconded by R. Chadwick to approve minutes of last regular meeting of 10/06/2016 as mailed. 5 Yeas **CARRIED**

MOTION by D. Brown seconded by C. O'Connor to approve for payment current payroll voucher #16-40-\$64,623.10 and accounts payable voucher #16-41-\$ 187,983.09. 5 Yeas **CARRIED**

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

R. Jarowicz, owns property on Northview Dr. and is going to do a development in that area next year and wants some trees removed by the Road Commission, claims when the special assessment was done not all the trees were cut as the property owners were told, and he feels he is paying for something that was not completed. Engineer/Manager Shank stated the trees are located on the backside of the ditches and not causing issues to the road and are healthy looking. The residents were only charged for the work completed on the special assessments and nothing more. Chairman J. Johnson stated if not an issue to the road the Road Commission will not be removing them. The Road Commission will give the property owner a permit to remove himself if he so chooses.

MOTION by D. Brown seconded by C. O'Connor to receive and file the following incoming correspondence as follows: Township Meeting Minutes: Koehler 9/12/16 and Grant 9/13/16; Safety Committee Meeting Minutes 10/12/16; Straits Area Council Meeting Minutes of 8/2/16 and notice; FOIA Request Donovan; and CRA educational Event December 6, 2016. 5 Yeas **CARRIED**

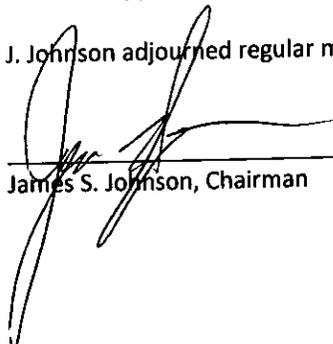
Engineer/Manager B. Shank Update:

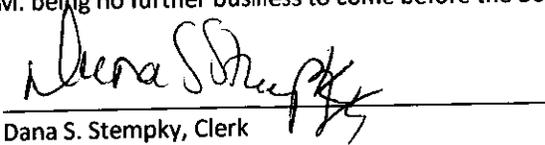
- November 3, Local Task Force Meeting and November 4 Regional Task Force Meeting
- Will be attending CRA Educational Event December 6

K. Paquet attended County Board of Commissioners Meeting and believes they are moving forward with implementing a loan program to the Townships per the new legislation.

D. Brown appreciates the Crew taking care of washouts and potholes.

J. Johnson adjourned regular meeting at 8:13 A.M. being no further business to come before the Board.


James S. Johnson, Chairman


Dana S. Stempky, Clerk

REGULAR CITY COUNCIL MEETING
September 13, 2016

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

Roll Call:

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

Absent: Bronson

Councilman Lavender moved to excuse Mayor Bronson; supported by Councilman King. Motion carried unanimously.

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

Approval of Agenda, and Receive and File all Communications:

Councilwoman 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 – August 23, 2016:

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

Approval of Special City Council Meeting Minutes – September 7, 2016:

Councilman King moved to approve the Special City Council Meeting Minutes of September 7, 2016 as presented; supported by Councilwoman Kwiatkowski. Motion carried unanimously.

Communications and Petitions:

■ **Amber Libby, Candidate for Cheboygan County Clerk** - Ms. Amber Libby distributed information to the Council on her candidacy for Cheboygan County Clerk/Register of Deeds. She introduced herself, stating she is running for the Cheboygan County Clerk/Register of Deeds this November. She is currently employed with Cheboygan County under the current County Clerk, Mary Ellen Tryban, stating she is Ms. Tryban's Chief Deputy Clerk. Ms. Libby went on to state she was hired in 2012 as a Circuit Court Clerk and appointed one year later as Chief Deputy. Since then they have done a lot in that office, including a new concealed pistol license carry process with the Michigan State Police, with the elimination of the Cheboygan County Gun Board, noting the responsibility for authorizing and distributing concealed pistol license is in the Clerk's office. She has done 11 elections for all of Cheboygan County's 22 precincts, including in 2014 she ran the entire Tuscarora Township General Election when their Board was challenged in a recall. Ms. Libby went on to state she has reconstructed and balanced all of the 53rd Circuit Court Restitution Accounts and developed a lot of quality relationships with our Townships, the City and other municipalities they work with. Personally in that five years' time, she has also completed several graduate level degrees. Ms. Libby noted she is originally from Marquette, received a Bachelor's Degree in Political Science/Pre Law; in 2012 she graduated from Central Michigan University with a Master's in Public Administration/Public Policy; this year she graduated from Law School from Western Michigan University and took her Bar Exam in July; and next year she will finish a Master of Law in Public and Criminal Law. She noted she will not know until Thanksgiving if she passed the Bar Exam. Ms. Libby stated she, her husband and family are local business owners, noting they have three small kids. She completed all her education by going down State on the weekends to take classes, being back to work on Monday morning. She is committed and serious about motivation and she and her husband are invested in Cheboygan County. She then thanked the Council.

Regular City Council Meeting – September 13, 2016

Bills and Disbursements:

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

Clerk/Treasurer Kwiatkowski informed Council of a different format for the bills and disbursement, noting the City started two weeks ago with the .net software from BS&A. This format will group vendors together so you can see how many payments were made in a given month. Councilman King inquired on two payments made to individuals for insurance. Clerk/Treasurer Kwiatkowski explained he went on vacation and those payments are typically made the first of the month, so he made a payment at the beginning of the month and then the September payment was made at the end of August. Councilman Temple questioned the difference in the monthly insurance for individuals. Clerk/Treasurer Kwiatkowski replied the policy the Council adopted when it comes to retiree health care is based on so much for each year of service. Thus, Officer Frazier actually is being paid more and the reason Steve Gall is paid less is he is actually on his wife's policy so we pay the difference. Councilman King asked if payments made regarding the WWTP and footbridge are paid by the City and then reimbursed. Clerk/Treasurer Kwiatkowski replied yes, noting we are just shy of one-half million dollars that has been forwarded to our insurance company. He noted that about two weeks we received a check for about \$400,000.00 from our insurance company, so right now these bills, just shy of \$100,000.00 have been forwarded to our insurance company. They have been good at keeping up with the payments. Mr. Richard Sangster, audience member, inquired about the \$10,812.00 disbursement to GES Properties, LLC. Clerk/Treasurer Kwiatkowski replied this was part of the land contract that stated one-half the rents that were received from Kokosing will be paid on the debt. Mr. Sangster asked if one-half the rent was \$10,812.00. Clerk/Treasurer Kwiatkowski replied yes. Mayor Pro Tem Couture asked if this is a monthly fee. Clerk/Treasurer Kwiatkowski answered we receive roughly \$1,600.00 to \$1,800.00 a month in rents from Kokosing. The City pays out \$2,800.00 and change per month.

Councilman Lavender moved to approve the prepaid bills and disbursements for the month of August 2016 in the amount of \$2,738,089.54; supported by Councilman Temple. A roll call vote was taken; motion carried unanimously.

An audience member stated the audience members cannot hear Council speaking and knows they all have microphones.

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

Councilman King moved to approve the unpaid bills and disbursements for the month of August 2016 in the amount of \$46,659.21; supported by Councilwoman Kwiatkowski. A roll call vote was taken; motion carried unanimously.

Department, Board and Commission Reports:

▪ **Department of Public Safety Monthly Statistics, August 2016.** (Received and filed.)

▪ **Port Commission, August 1, 2016 and August 8, 2016** – City Manager Eustice stated he has nothing to add at this point, deferring it until the City Manager's Report and will also discuss the Port Commission meeting held last night.

▪ **Planning Commission – August 15, 2016** – City Manager Eustice stated there is a Commission meeting next Monday and hopefully they will finalize the Zoning Ordinance, noting they are still trying to edit it.

▪ **Downtown Development Authority Board, September 6, 2016** – City Manager Eustice stated the Michigan Main Street Program was discussed again at this meeting and the DDA has made a

Regular City Council Meeting – September 13, 2016

recommendation to move forward with the Michigan Main Street Program, which is on the agenda tonight.

Unfinished Business:

▪ **Consideration of Application for Michigan Main Street Program** – Mayor Pro Tem Couture informed the audience members if they do have something to say, as this is very important to Council, Council wants to hear it, stressing Council has already heard what has been put out. If they want to speak and repeat what the last person said, don't. City Manager Eustice stated the Michigan Main Street Program is a designation from the Michigan Economic Development Corporation (MEDC) and the DDA has recommended that we pursue it. They have looked at the Program and it certainly does have some benefits. It was taken to the City Council in August to get approval to submit an application to the Michigan Main Street at the Associate Level. The Council tabled it for lack of information. There was a presentation from Bethany Whitley of the NLEA to the City Council and DDA. In that presentation she made it very clear for the Michigan Main Street Program to be successful you must have community support, community input and business support. This Council, he thinks, recognized that and they wanted some more information and evidence of support from our community. Since that time, we have had Laura Krizov, Manager of the Michigan Main Street Program, here to talk about the pluses of the Program. Several people attended that meeting. There is also a local grassroots committee, "Bring It Cheboygan", who have a very strong commitment to the Michigan Main Street Program and a contingent of volunteers that are willing to participate in the Michigan Main Street Program, as well as the businesses in the community. He noted that Council has in their packet a petition containing approximately 135 signatures from local businesses and community volunteers that are willing to participate in this program, as well as several letters from business owners in our community that are supporting the program. Tonight we are asking that Council make a decision on whether or not we should make application by November 4, 2016 to participate in the Associate Level of the Michigan Main Street Program, which is not a very costly process; however, once you get to the Select Level there are some additional costs and it is not necessarily something we have to do. If we get to the Associate Level and don't see the successes that are in the future, we won't go to the Select Level. Council needs to make a decision to either not pursue this, at least for this year (you can apply by the first week in November of any year). He noted that a public hearing is required along with other things for the Associate Level application prior to November 4. Councilwoman Riddle asked if we get to the Associate Level and want to go to the Select Level, we need to make application and be accepted as a community. City Manager Eustice stated yes, noting the Select Level is very competitive and they usually only select three municipalities a year. So even if we do apply at the Select Level, we may not be accepted. We have to pitch a very good campaign for the Select Level.

Ms. Sherry Nelson stated her family has been vacationing here since the 1960's and she has lived here fulltime for the last 7 years. She thanked the Council for tabling the Michigan Main Street Program until now because it gave them an opportunity to really get organized and to build our support. She represents "Bring It Cheboygan" and they are representing the community that wants to see Cheboygan thrive. Specifically their focus is on the downtown area, particularly the core business community, but want to see all of Cheboygan thrive. She stated their core group has been meeting for about six weeks and are about 20 people strong and come from business, volunteers, service organizations, and the City structure and officials. She then asked the 20 core volunteers to stand so Council can see who has been working on this group. These 20 volunteers have been responsible for more than 135 signatures from businesses that want to see this initiative go forward, plus the 250 on-line signatures that have been collected, and the letters of support for the Michigan Main Street Program. Ms. Nelson then asked everyone to stand that signed the petition or sent a letter, etc. They

Regular City Council Meeting – September 13, 2016

believe that the training available through the Michigan Main Street Program will give them the tools to bring the stakeholders together (volunteers, business owners, service organizations and educational community). It will give us structure in establishing and working toward the goals, and will also give them direction to accomplish what has been successful elsewhere. There are models that we can build on and are very pleased to be able to apply for this program and think it will benefit the whole community. She noted that Mr. Scott Herceg of the Chamber is probably their best go to guy as he is familiar with the operation. Ms. Nelson then stated they hope the Council will vote in favor of the program.

Ms. Joanne Cromley stated she is part of Bring It Cheboygan and wanted to assure the Council that they are here to do the work, but need the support of Council. Their first project for the Main Street Program is to establish a Michigan Farm Market Association immediately. They envision the Farmers Market at Festival Square to be the crown jewel of the Michigan Main Street. Festival Square would be the hub for helping local grown produce, coffee, jams, honey, maple syrup, bread, fruit, etc., but also a place to listen to music, storytelling and in short a gathering place for people of Cheboygan. Further, Bring It Cheboygan is focusing on establishing a year-round farm market and looking into leasing the old Woolworth building adjacent to Festival Square; thus, strengthening our gathering place. Together we can bring life back to our home town, so please vote to: (1) adopt Michigan Main Street; (2) join Michigan Farm Market Association; (3) vote to allow food trucks to be part of our home town vision; and (4) to establish a community garden committee that includes our garden club, high school, local businesses, citizens and MSU Extension to design and execute garden plots to make it a true community project and break ground this fall.

Mr. Bud Darnell stated this group is amazing and invited the Council to stop at the Purple Tree some Monday morning to see the level of energy from people that really want to make a difference for downtown. He thinks this is a great opportunity for us.

City Manager Eustice stated Ms. Cromley asked him to bring to the Council to join the Michigan Farmers Market Association, which is a \$250.00 fee, but it does not necessarily need to be a Council decision. It's a pretty simple fee and has some very good benefits so administratively we are going to send in an application and join, which is why it did not appear on the Agenda.

Councilwoman Riddle stated they have been working diligently in getting the Farmers Market in Festival Square, but if there are events scheduled on certain days, then the Farmers Market would locate in the parking lot outside here, which has been the case. The question was raised as to why the farmers market would have to move. Councilwoman Riddle explained if there are events scheduled such as the Music Festival or Pudding Festival that are on Saturdays. Audience members asked why the Farmers Market can't be part of those events. Mayor Pro Tem Couture stated this is absolutely a discussion that has to happen. The Farmers Market is a high priority as to where it is located and when it is located, in his opinion, and should have been discussed in the last three years. It has been set aside and he does not know why. He would like to note that this discussion needs to happen, whether it be an agenda item added to a future meeting. He then asked the audience members to please show up and give input, as the Council wants the Farmers Market in Festival Square and feels it is pretty well known.

Mayor Pro Tem Couture then informed the audience members that the matter at hand is whether or not to apply to the Associate Level of the Michigan Main Street Program. He commented it is not that the City does not want the Michigan Main Street Program, but moving to the Select Level is a commitment of cash flow, whether it's a full-time employee, pointing out there is a commitment right

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now at the Associate Level from the City, which is staff training and time. Time for our staff in the times we are in right now are very important. Our staff is pulled in different directions and we are not closing any of these issues. Mayor Pro Tem Couture stated we have our fingers in a lot of different pots and they are all luke warm – let's boil some of these. All of them are great and need to get handled. This support for this movement is what he wanted to see in this regard, but does not know where everybody else stands as far as the commitment or time. He understands everyone is willing to commit their time, which is what we needed before the Michigan Main Street Program came up. There are other organizations, the Chamber of Commerce, DDA, CEBG and Bring it Cheboygan, that should have been in place already. Mayor Pro Tem Couture stated let's get this rolling, adding he is not sure this needs to be a government run program. The volunteers at the meeting are all here on their free will, which is what Cheboygan needs. It doesn't need the taxpayers paying for something to do this, the people are already here. There are good people that can lead this charge already here. This is the concern, at least on his end. He listened to the presentations and it's a good group and they definitely have the right interest in mind, but can we do it on our own? Do we commit to this Associate Level knowing that later we are not ready to commit yet to the Select Level?

Councilman King echoed what Mayor Pro Tem Couture stated, adding if we were to move up there is a financial commitment and full-time staffing, which Council has to be responsible for, as do the taxpayers. This is why there is some trepidation out there and the meeting before to approve this there was a very small crowd to test the temperature of the community as a whole for this program and was a very tough decision for Council. He believes a grassroots thing we can get rolling and the audience members are now doing the work and it's happening; we do have these groups already established here. If this would be something that is going to help these people rally around a common cause, then he is for it; but if it's just something that we do to look good on paper and we apply for and then it stalls, he is going to have some pretty bad feelings about it.

Mayor Pro Tem Couture stated he would like to see this come back annually with a report. He then asked if it has to be City staff that designates who is going to lead the meetings.

Mr. Vince Lumetta stated like many people here he wants to see a vibrant downtown area, which is going to take effort and they are here to support the Council, adding Council needs to support them. Let's not deflate the big balloons we have going here; let's all work together. If we don't we are going to have more empty storefronts around here and it's going to be a dead City. This is the time and this is the tipping point to turn this thing around and this is a tool that has been provided to us in order to do that. He suggested Council think real quickly and real hard. The first step is more effort than it is money. At the end of the first step if it doesn't seem like it's going to go, then we look elsewhere. It seems like a pretty great opportunity that is presented to us here especially with all the enthusiasm we have in the community. He thinks let's do it.

Mr. Lowell Beethem, Market Master of the Farmers Market, introduced himself stating if Council really wants to see the Farmers Market at Festival Square consistently, they won't table it and they will make the decision to make it a priority right now, and it will happen.

Mr. Jessie Moulder stated he agrees with what the gentleman said about the Michigan Main Street Program. He would like to see the pros and cons, noting the only con he sees is what is this going to cost the City of Cheboygan. Mayor Pro Tem Couture replied the answer is essentially, what from he can gather, initially is time for staffing, which isn't a great expenditure. He stated he was hesitant about it because why step into it if we weren't ready to commit to the next level, which is the ideal goal. You don't get into phase one if you are not focused on phase two. Mr. Bud Darnell cautioned

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Mayor Pro Tem Couture about being very careful about that, stating the Council needs to start this off. We may feel confident before we get to phase two that we can go on our own. Right now they need some advice and attention they get with this program that costs nothing.

Mr. Richard Sangster introduced himself stating there are so many people in the audience which is a great effort by these folks. He then stated going for the one year application is prudent at this time, but he would like to echo the concerns of both Council members that spoke and just for all the examples that Mr. Beethem brought up, why aren't they before Council tonight? There were questions before but the answers were not strong, and thinks there was some grave concern. He thinks everybody on Council has been very proactive about business and if they really dive into the minutes and see the hours and hours of time everyone has put into this, he feels they would concur that the City has worked hard for the people that really get to benefit from all that we offer downtown. Mr. Sangster then suggested Council consider going to the Associate Level of the Main Street Program, as Mr. Darnell spoke. It may not be something that the City takes on after that. He would hope that information gets before the community a little more, i.e. the agendas and memos.

Councilman King stated if someone hasn't seen the Program, the access is michiganmainstreetcenter.com. He noted Boyne City as an example of the Michigan Main Street Program, stating their downtown now has a great identity to it. This is the one side of the Program that he likes, i.e. taking the historical nature of your community and building from that and creating your brand.

City Manager Eustice said he wanted to answer Mr. Moulder's question as to the cost. He stated when you get to the Select Level there is an annual average cost of about \$50,000.00, which would be funded by the DDA and not the General Fund of the City. However, there are multiple benefits that we can get out of it, such as getting up to \$100,000.00 in annual services from the MEDC, which is over and above what we have to pay for the Program. There are some benefits in that regard.

Councilman King asked if in 2017 the footbridge will be paid off. City Manager Eustice replied yes, the last payment on the debt of the footbridge is November 2017. Councilwoman Riddle asked Clerk/Treasurer Kwiatkowski if this is correct. Clerk/Treasurer Kwiatkowski stated he would have to check, but thought it ended in an even year. An audience member asked what the initial cost is for the Program. Councilman King replied we do have the time and investment by City staff. Mr. Darnell commented most of the staff is sitting at the meeting. This is where the training is going to take place and the contact with the other people. He noted that Grayling has been in the Program for seven years and still has not gotten to the second level. He informed Council that Bring It Cheboygan will be at the Council meetings every meeting keeping Council very well informed. Mayor Pro Tem Couture stated he is excited there are people here who are excited, noting nothing has ever been organized and driven, so let's do it. Councilwoman Riddle said she is glad it starts out at the Associate Level to build the grassroots and build people talking the same language, noting she loves the slogan Bring It Cheboygan. Councilman Lavender commented the Associate Level to him is no harm, no foul. Going to the next level is a bridge they will need to cross when they get there. He does have a lot of concerns about the next level, which is premature at this time. Mayor Pro Tem Couture stated he does honestly hope we can get places without having to go that route. He hopes this fuels the fire and everybody at the meeting to do that.

Ms. Greta Jankoviak, part owner of Harvest Thyme Farm & Vineyards and a Cheboygan Farmers Market vendor, as well, stated she became part of the Bring It Cheboygan group who did an on-line petition for the Main Street Program, which 252 signed with 93 comments. She then read some of the

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comments to the Council. After she personally researched this Program on-line, she noted that the main picture of any town is a farmers market. We can do it right now and start implementing this Program on our own by bringing and making the Festival Square the destination of the Farmers Market in Cheboygan. She suggested closing off Main Street if we have to; Petoskey does it so why not us.

Mr. Steve Crusoe stated he and his wife operate a small business in Aloha Township, Golden River Orchards, commenting on the City joining the Michigan Farmers Market Association and the directory.

Mr. Bruce Gauthier commented Cheboygan is competing with other cities such as Boyne City, Charlevoix, Sault Ste. Marie, Alpena and Grayling who are in the Program and competing across the board on a lot of things. We need to be in this Program. He then stated the comment Mayor Pro Tem Couture made on the time it takes for staff, it is for training, and training, like all education, is never wasted. It is a good investment and we should think of it that way.

Ms. Susan Ball stated she owned Zany Kitchen and retired last weekend. She went on to state she is very enthusiastic about the Program; however the meetings are during the day when very few retailers can come to them, so if you want retailers then the meetings have to be when they can get there. Secondly, she does not believe very many retailers are on the committee and found it interesting that people who are not in retail are deciding how these things should go. She believes there needs to be input from retailers, because a lot of time ideas are unrealistic. They have seen businesses come and go on Main Street, and in her mind it is worse to have a business that comes for one season and doesn't make it and then they are gone. She thinks this is worse than an empty building. Ms. Ball went on to state she thinks festivals are wonderful and would like to see more of an effort to include downtown. Music Fest, Waterways Festival, etc. are a wonderful form of entertainment for people, but they do nothing for downtown. The retailers have tried to stay open on concert night, etc. and it has been a miserable failure. She is not exactly sure what it is going to take, but thinks the Committee is wonderful and perhaps with some professional assistance it would help. Ms. Ball stated Boyne City came to her five or six years ago and begged her to open a second store because they were turning their City around to be a foody City with more restaurants and felt a kitchen store would compliment that. She did not want to deal with traveling back and forth to a second store. She then stated Boyne City came to her again a year later and begged her to do it. Boyne City has gone through the process, but it's a long process and thinks that sometimes volunteers are always going to be assets at the beginning of something and then wing away and hopes that doesn't happen with this because it is a big commitment. If somebody is going to open a store downtown that is their livelihood, not just some dream or project. Ms. Ball stated she thinks people need to be real serious about it. She noted the retailers lose 20% or more a year to the internet. Shopping local is important and every little bit you do makes a difference.

An audience member stated she did not hear when we apply for the Main Street Program and if accepted into it, does it makes us eligible for a lot of grants that we might not be otherwise be eligible for? She asked Council to keep this in mind that we can possibly get some money after we graduate from the first step of the program.

Councilman Temple moved to approve the filing of an Application for the Michigan Main Street Program Associate Level 2016 with an annual review each year; supported by Councilwoman Kwiatkowski. A roll call vote was taken; motion carried unanimously.

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Mayor Pro Tem Couture commented the volunteers are the staff, as well as Council, noting he would like to be involved with it. The taxpayers and citizens in the community are going to make it happen.

▪ **Discussion on Food Carts** – City Manager Eustice informed Council he put this on the agenda for discussion because it is something he said Chief Jones and he would make a recommendation to Council by the first meeting in September. We don't have any concrete recommendations at this point and anything that we do going forward is not going to apply until the next season because we already licensed food carts under our current licensing policy and he does not want to change anything mid-stream that would interrupt what they have already been legally assigned to do. There were some options that could be up for discussion, which don't have to be discussed here as he would like to ask anybody that has concerns about how we manage food carts and our policies to come and talk to him about it because there are multiple ways to handle food carts in communities. City Manager Eustice then commented that he and Chief Jones have looked at multiple communities and how they manage food carts in and around their businesses and communities. There are a lot of differences. We want to be sure that the businesses that pay property taxes are getting a fair deal, as well as those businesses that want to do business using food carts. We want to have a level playing field and are working towards that to see how we can manage that and move forward.

Mayor Pro Tem Couture stated he would assume the current food trucks/carts probably have some preparation and planning they do once their summer season is over. He does not want to wait until next year for this to get resolved. He does not think we need to drop this and feels we need to continue to move forward toward a resolution. City Manager Eustice agreed. Mayor Pro Tem Couture said he is okay moving past today's date, but does not want it to continue to get further on down the line. Mr. Jessie Moulder thanked Mayor Pro Tem Couture stating he does not want to get blindsided come spring with a bunch of different rules, regulations and hoops he has to jump through. He likes what they have going now, noting there is definitely room for improvement across the board and he is here to help anytime.

Councilman King stated he studied other communities and every location and climate is unique, so he thinks input from the vendors and businesses and/or community members are very welcome. He does discourage social media and talking bad of the City Council trying to shut down the food carts, when that is not the case of what they were doing. There needs to be discussion so everybody can work together in the community and thrive. It is livelihood we are talking about. People can contact the Council members and the City Manager with ideas on how to make it work. Mayor Pro Tem Couture stated this issue was brought to the Council's attention by concerned business owners downtown, so Council is looking at it. We didn't auto-shut down and does not want that to happen, but there has to be a happy medium where everyone can make livelihood and succeed.

Councilwoman Riddle asked Mr. Dave Salewski, a local restaurant owner, if he had something to say. Mr. Salewski asked are there and, if so, what are the regulations are now for food carts. Someone stated the food carts are restricted to three locations. Mr. Salewski asked how someone can set up on Main Street. Shouting took place between audience members. Mayor Pro Tem Couture stopped the interaction, stating he is not going to let this happen. He noted the discussion will take place with business owners, food cart vendors and the public as there are valid questions and let's get there diplomatically. Mayor Pro Tem Couture then asked if Council feels we need to hold an open forum on this. City Manager Eustice commented he has City Attorney Stephen Lindsay working on this and will give an opinion on what we can and cannot do. We do already have some information from MDOT because our Main Street is an MDOT right-of-way, so there is some indication from City Attorney Lindsay that it may require that these food vendors get permits from the State of

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Michigan/MDOT to be located in the right-of-way, which will be another issue we will need to deal with. Mayor Pro Tem Couture commented there are legal issues and then policies for our City. We first need to clear up the legal issues. Mr. Moulder commented it is not only the restaurant owners that pay taxes, noting he pays taxes, as well. Councilman Temple told the City Manager we need to get going on this, as it has taken too long already. We have to get some answers from City Attorney Lindsay. An audience member asked if the food carts are looked at by the Health Department. Mayor Pro Tem Couture replied yes, which has previously been discussed, and the issue at hand is a City policy on how to handle food carts. He then asked City Manager Eustice if the Council can look for an action from him and what is the timeframe. City Manager Eustice stated he would certainly like more time than the next Council meeting to come up with some recommendations. Councilwoman Riddle asked if November is a good time. City Manager Eustice replied yes. Mayor Pro Tem Couture stated if the City Manager is looking for consensus, because there are different options, he is suggesting an e-mail or perhaps discussion at an open meeting. Just keep the discussion going with Council, if needed.

Councilwoman Riddle asked if City Manager Eustice is going to be reporting at all on the process of the community garden during this meeting. City Manager Eustice stated he can.

General Business:

- **Consideration of Traffic Control Orders, Nos. 11/16 – 13/16** – City Manager Eustice stated there are three Traffic Control Orders. Chief Jones commented these signs are all replacements, being two stop signs and speed limit sign.

Councilman King moved to approve Traffic Control Orders, Nos. 11/16 – 13/16; supported by Councilwoman Kwiatkowski. A roll call vote was taken; motion carried unanimously.

Public Comments:

- **Farmers Market** - Ms. Greta Jankoviak commented they were told the Farmers Market was going to be put on the Agenda tonight and there are a few of the vendors here. She asked if anyone attended the Farmers Market in Festival Square. They feel they want to work more with the City and want a non-vendor market manager to take over the market as a whole, to promote it and move them under Festival Square and let it shine. She asked anybody to share how they felt on Saturday, noting it was an awesome atmosphere. They want a market manager that is paid so they actually have the incentive to promote the market and get better coverage and make it something special in Cheboygan. It is great if the City becomes a member of the Michigan Farmers Market Association because once we are part of that Association there is a lot of grant monies that the Farmers Market vendors can apply for. She explained the various programs as SNAP. Boyne City is a great example for the Main Street Program and Farmers Market. Our Farmers Market is already in place, it just needs a little more structure and organization to make it shine, which is one thing to bring people to downtown Cheboygan.

- **Lighthouses and Signage** - Ms. Sherri Nelson commented we have the benefit of having five lighthouses in Cheboygan and not one of our wayfinding signs direct people to a lighthouse. The Great Lakes Lighthouse Keepers Association is open throughout the season, there is a Front Range Light and a Rear Range Light. The Crib Light is a symbol for the whole City and we don't even have a sign for people to find it. There is also a 14 foot Shoal Light and a Poe Reef. Ms. Nelson suggested that direction to the Lighthouses be added to the wayfinding signage. Mr. Bud Darnell stated the Bring It Cheboygan group will meet with City Manager Eustice on this.

- **Food Carts** - Ms. Trudy Lofgren stated there was mention of a November meeting for the food carts and suggested that the food carts be put on the agenda for discussion between the Council and the

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citizens so you can make a decision in November. City Manager Eustice stated that can be done if Council wishes. Councilman Lavender asked the City Manager if it is possible for form a small committee of food vendors and business owners to come up with some solutions at a roundtable discussion. Mayor Pro Tem Couture agreed, stating that is the ideal situation not during public comment. Someone from the audience spoke as to who to put on the committee; others spoke, also.

- **Farmers Market** – Mr. Steve Crusoe wondered if January would be a good time for the Farmer's Market group to meet with the City Council for discussion. Mayor Pro Tem Couture stated he has a lot of questions for the Farmers Market but tonight is not the place.

- **Joint Meeting with Main Street Group and Street Food Vendors** - Mr. Art Roznowski introduced himself stating there seems to be two groups in the room that should be working together, in addition to Council. He would really encourage that the downtown Main Street Group and the street food vendors get together.

City Clerk/Treasurer's Comments:

- **Software Change** - Clerk/Treasurer Kwiatkowski stated two weeks ago on a Tuesday we were told by our software company at the end of the day to stop using Pervasive (BS&A software). Wednesday morning a migration was done and we are up and running with our new software and it's going overall really well.

- **City Audit** - The City audit will be conducted the second week of October. He will be working with the Gabridge firm of Grand Rapids. The audit will probably be presented in late November or the first meeting in December.

City Manager's Report:

- **Port** – City Manager Eustice pointed to a drawing of the Port property, noting there was a Port Commission meeting last night because we have two purchase agreements on the table with two private entities here in Cheboygan – Kokosing/Durocher Marine and Ryba. The Port Commission, in August, recommended that we make a counter-offer, which Council approved. Those offers are in the hands of Ryba and Kokosing. The offer to Kokosing was for 767 feet at \$500,000.00; the offer to Ryba was for 362 feet at \$206,000.00. Kokosing yesterday verbally stated they would like to pay less than that and offered \$395,000.00. City Manager Eustice said he basically convinced Kokosing to go to \$410,000.00, and they think that is reasonable and can pitch that to their corporate office. Councilwoman Riddle asked if it is with a Maritime Agreement. City Manager Eustice replied it is with a Port Operations Agreement; it is not a detailed agreement like we initially presented them. Kokosing would agree to a Port Operations Agreement that is basically a memo of understanding they would be the Port Operator and a right of first refusal that should they disband the City would have the opportunity to buy back the property. Councilwoman Riddle asked if this has been to the City's attorney. City Manager Eustice stated he had a very long conversation with Attorney Joppich today and Mr. Joppich is going to write a confidential letter/City Attorney's Opinion to the Council. We should have this letter this week. Councilwoman Riddle asked if Council will receive it by e-mail. City Manager Eustice stated probably not, as the letter will be sent certified and he will have to deliver it to Council. Councilwoman Kwiatkowski asked what the Port Commission thought of this. City Manager Eustice answered there was a lot of discussion and made a recommendation to at least look at those offers, which are now \$410,000.00 for the northern 767 feet and \$130,000.00 for the 362 feet. He noted that Ryba initially offered \$144,800.00. The City countered at \$206,000.00 because we blended the two properties – the 300 feet they bought and the next 362 feet at an average price of \$652.00 per front foot. We made the same front foot offer to both entities, or \$535.00 per front foot. There was a lot of discussion with the price being too low. The Commission also said to make sure this is legal, which is what his conversation was today with Attorney Joppich. The City paid

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\$850,000.00 for this property and we are going to sell it for less. City Manager Eustice commented there are some contingencies as they are going to be the Port operators, the property will go on the tax roll, noting there is some benefit they will provide to the City of Cheboygan. He stated he does not know if this is the right thing to do at this point and Attorney Joppich is of that opinion, as well. It could be that we could renegotiate that, but we are certainly not going to take any kind of offer to Council without Attorney Joppich's opinion. We could certainly bump up the prices. Councilman Temple asked if the City accepts Kokosing's offer and the offer from Ryba, along with the money we already got from Ryba, how close will that pay the debt off. City Manager Eustice stated the debt will be paid, but we will not come close to recovering the costs we have on this project. Councilman Temple asked what costs we have so far. Clerk/Treasurer Kwiatkowski replied we expended \$300,000.00 in General Fund monies and off-setting revenues (rents we charge) are \$30,000.00. Councilman Temple asked if the cost for Attorney Joppich are included in the \$300,000.00. City Manager Eustice replied yes, including a \$170,000.00 in a down payment. The land contract is \$680,000.00, and we are \$300,000.00 over and above that right now; we have about \$980,000.00 into the project. Mayor Pro Tem Couture asked what Ryba initially paid for the first piece. City Manager Eustice replied \$225,000.00. He then stated if we were to look at the sale of the Kokosing property at \$410,000.00 and Ryba at \$130,000.00, along with a tentative offer on the east side for the wetlands of \$125,000.00, we are going to recover \$890,000.00, while having \$980,000.00 into the project. At the end of the day with those terms, the City will have to put in \$90,000.00 out of the General Fund into the project.

Mr. Richard Sangster, Port Commission Chairman, stated the concern he has moving forward as we get documents that we have at least 72 hours minimum to peruse those documents. To the point of the \$90,000.00 at the end of the day, we have an operating Port with that contingency. He noted that Councilman Lavender spoke at last night's meeting as to just what economic development is. We have offered economic development money to others, so he wants to be sure it doesn't get mistaken that we are losing \$90,000.00 in this process because in the end we got what we have been striving for over a year.

Mayor Pro Tem Couture stated after we hear from Attorney Joppich he thinks the Council should meet. Councilwoman Riddle asked if they can have a special meeting. Mayor Pro Tem Couture stated perhaps and maybe a joint meeting as they have had in the past. Councilwoman Riddle commented it is going to be a very important decision.

City Manager Eustice commented we are also going to have a 13-acre piece of property on the east side with value. Mayor Pro Tem Couture stated he is confident it will all work out in the City's favor, noting there are a lot of hoops to jump through to get there. He then asked do we wait until we get the letter from Attorney Joppich before scheduling a special meeting. City Manager Eustice stated we will wait until we get the letter. Mayor Pro Tem Couture stated he does not want to wait until the next meeting. City Manager Eustice agreed, stating there are other reasons we want to move this along as quickly as we can. Mayor Pro Tem Couture asked that the City Manager contact each Council member individually after they have had a day to digest it, so we can come up with a meeting date and have the Mayor call the meeting.

- **Community Garden** – City Manager Eustice reported DPW Director Karmol is working on it and is trying to get plots into the community garden before it snows, but does not know where he is at with it at this time. He then suggested a meeting with Councilwoman Riddle, DPW Director Karmol and himself. Councilwoman Riddle commented there is poison ivy on that site. He will advise Councilwoman Riddle on a meeting date.

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Messages and Communications from Mayor Pro Tem and Council Members:

- **Port Project** – Councilman Lavender commented the Port project ties into the Main Street Program. The vision of the Port project was to create jobs in manufacturing so we could use the City’s deep water port to ship and receive product. This all ties into the Main Street Program, too, because if we have more jobs and more people in the community, then businesses are able to make money and downtown will thrive automatically. In order to thrive, we need to have more people and more disposable income to support the Main Street businesses here. The Port project to him is extremely important to start this whole project.
- **Utility Service Agreement** – Councilman King inquired on the Utility Service Agreement for Meijer with Inverness Township that he received in draft form from the City Attorney. City Manager Eustice stated there is a meeting tomorrow morning to discuss the current utility agreements that we have and try to make it into one agreement. Councilman King asked if this is an internal meeting; City Manager Eustice replied yes. Then the City will get with Inverness Township.
- **Kiwanis Park Crowd Funding** – Councilman King informed the members and audience about the Kiwanis Park Crowd Funding that is happening now for the renovation of the Park, which was approved the City a while ago. Just over \$10,000.00 has been raised so far and there is a video on-line at patroncity.com. Councilman King stated the Park has been neglected for many years, noting there is a beautiful plan in place to do the renovation. If the \$50,000.00 is made, then the MEDC will match it. Mayor Pro Tem Couture stated this is time sensitive so let’s Bring It Cheboygan.

Adjournment:

Councilwoman Kwiatkowski moved to adjourn the meeting at 8:41 p.m.; supported by Councilman King. Motion carried unanimously.

Mayor Mark C. Bronson

Clerk/Treasurer Kenneth J. Kwiatkowski

Councilman Joseph Lavender

Councilwoman Winifred L. Riddle

Councilman Vaughn Temple

Councilman Nathan H. King

Mayor Pro Tem Nicholas C. Couture

Councilwoman Betty A. Kwiatkowski

REGULAR CITY COUNCIL MEETING

September 27, 2016

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

Roll Call:

Present: Kwiatkowski, Lavender, Bronson, Temple and Riddle

Absent: King and Couture

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

Councilwoman Kwiatkowski led the Pledge of Allegiance to the Flag.

Approval of Agenda, and Receive and File all Communications:

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

Communications and Petitions:

■ Update from Cheboygan Area Arts Council on Opera House – Vicky Pryzynski, Executive

Director - Ms. Vicky Pryzynski stated she last addressed the Council in May 2016. Over the last four months the Opera House has hosted 13 events serving over 5,000 patrons of which 2,380 were students. Five of the events were rentals of the Opera House with an income of over \$3,000.00. She went on to state the 2016 Concert Series has started, reviewing the schedule. The first Cheboygan Area Arts Council Fundraising Raffle was held with \$12,000.00 given away in prizes, netting a profit of \$27,800.00 in management money for the Opera House. The Opera House was given a sound equipment upgrade; a total of \$14,745.00 was raised with generous donations from Cheboygan Rotary Club, Citizens National Bank, Rick & Michelle Tromble of Tromble Bay Farms, Rivertown Follies, and the Joyce Leslie Memorials. The purchase was based on the recommendation of their sound technician who researched the best product for the best value. The equipment was purchased from Sweetwater Pro Audio of Fort Wayne, Indiana. Ms. Pryzynski noted that the tech crew worked many late evenings installing the new equipment and it was used for the first time last Saturday evening. She added she is proud of her crew, noting the dedication they have in the Opera House doing things in an efficient and timely manner.

Ms. Pryzynski informed Council the Cheboygan Area Arts Council has a Management Agreement with the City of Cheboygan where the Arts Council is responsible for cleaning, maintenance and small repairs to the Opera House. The City provides a subsidy to help cover the maintenance and labor expenses. The Cheboygan Area Arts Council Board recognizes and is very appreciative of this subsidy. She went on to state the Agreement is set to expire on November 16, 2016 and her management committee has reviewed the Agreement. Concern was voiced that the City subsidy was not addressed in the Agreement. She is requesting new language placing the City subsidy in the new Agreement. Ms. Pryzynski provided copies of the current Agreement and a proposed new Agreement with language insert. She then asked Council to let her know after review of the proposed new Agreement so that she may advise her management committee.

Mayor Bronson asked if the new sound systems allows multiple mics. Ms. Pryzynski replied there are 6 new mics and 8 new headsets for wireless communications. Councilwoman Riddle asked if there are any major expenses coming up. Ms. Pryzynski stated she has been in contact with All Phase Electric as they provide all the beautiful lightbulbs that are in the arches, which are now discontinued. The cost was \$6.00 a bulb and she has an inventory of 24. Discussion will be held later as to what type of lightbulb they will need to replace with. She is just now beginning her research. They will also be addressing the change in the auditorium lights.

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Department, Board and Commission Reports:

▪ **Brownfield Redevelopment Authority Board** – City Manager Eustice stated a meeting was held for approval to disburse the captured funding for the Cheboygan Village Marina. Also Board Member Linda Konicki resigned and the same was accepted with regret. Councilwoman Riddle asked if there are now two openings on that Board. City Manager Eustice replied we had a five-member Board, which is now a four-member Board due to Ms. Konicki's resignation, noting we can have as many as seven members. He would like to go to a seven-member Board. Mayor Bronson inquired as to the research into the monies left for disbursement to Cheboygan Village Marina. City Manager Eustice stated this is being worked on through the County Treasurer's office, but it appears the reimbursement to Cheboygan Village Marina will be extended by one year. Mayor Bronson then inquired as to reimbursement for the Straits Area Federal Credit Union. City Manager Eustice replied this will start next year, noting a 10-year refund and significant reimbursement costs.

General Business:

▪ **Consideration to Appoint Scott E. McNeil and Robert Andrews to Brownfield Redevelopment Authority Board of Directors, Terms to Expire April 13, 2018** – Mayor Bronson asked if Mr. Andrews is familiar with brownfield. City Manager Eustice replied somewhat, noting he is a local business owner and has a real interest in helping the City with brownfield.

Councilman Lavender moved to appoint Scott E. McNeil and Robert Andrews to the Brownfield Redevelopment Authority Board of Directors, terms to expire April 13, 2018; supported by Councilwoman Kwiatkowski. Motion carried unanimously.

Public Comments:

▪ **Kiwanis Park Project** – Ms. Mindy Jewell of the Cheboygan Kiwanis Club stated they are currently in a Crowdfunding Program with MSHDA/MEDC. Their goal is \$50,000.00. If this is raised, MSHDA/MEDC will match it. They have until November 9, 2016 to raise the money and they feel they are on schedule. Ms. Jewell stated they will be removing the three little pig bouncers and the clown and have them repainted over the winter. They will also be cleaning the brush, etc. before winter. She went on to state the goal is to have the new playground equipment in, etc. next spring. Mayor Bronson inquired as to the Crowdfunding Program. Ms. Jewell stated this is a program through the State called Patronicity. She referred Council to kiwanisclubprojects.org or Facebook to make donations, noting they also take offline donations. City Manager Eustice commented through Crowdfunding \$50,000.00 is the maximum you can receive. The plan for Kiwanis Park is very impressive and will be a significant improvement. Ms. Jewell stated on the sites there are pictures of what Kiwanis Park will look like with the renovations, as well as a publicity video.

City Clerk/Treasurer's Comments:

▪ **City Audit** – Clerk/Treasurer Kwiatkowski informed Council he has been busy the last couple of weeks getting ready for the annual City audit, which will take place the second week of October with auditors in-house. He has been busy doing year-end adjustments, interfund transfers and firming up the budget so everything matches the actual experience for the year.

▪ **November 8, 2016 General Election** – Clerk/Treasurer Kwiatkowski reminded Council of the upcoming General Election stating they are already busy with absentee ballots.

City Manager's Report:

▪ **ICE Grant** – City Manager Eustice informed Council on Friday, September 30, 2016, a check presentation will be held for the Infrastructure Capacity Enhancement Grant that we applied for and

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were approved for \$987,000.00 to make improvements to the water system on Huron Street, including stormwater, new road, curb, etc. They are not sure how far they will be able to go down Huron Street at this point, but will use all the monies. He noted they will begin at Lake Street near the Waste Treatment Facility and they are certain to at least get to Backus Street, with the possibility of getting to Division Street. Councilwoman Riddle inquired as to the time of the check presentation. City Manager Eustice replied 11:00 a.m. and all of Council has been invited.

▪ **State Street Re-Pave** - City Manager Eustice stated the State Street repaving project will go from the trail to Main Street. They are going to do this through a bond and because of the engineering type services that need to be done they will not be able to do this project until next spring. Clerk/Treasurer Kwiatkowski will be working on the bond through the winter. We will work in the same intersection as the Huron Street project, being Huron Street, and will tie the two projects together. The Huron Street Project has to be done by the end of 2017. Mayor Bronson asked if we will be doing engineering over the winter for the ICE Grant, also. City Manager Eustice replied yes, noting Requests for Qualifications for the projects will have to be sent out to select an engineer, even though pre-engineering has been done. Councilwoman Riddle commented on the City trying to leave Huron Street open to one-way traffic. City Manager Eustice replied they will try. Councilman Temple stated he is a little perturbed on the State Street project because last year he had complaints and when he talked to the City Manager he was told it would be done last year; this year the same thing. He now has to go back to the people and tell them the same thing, noting his job is to find out for these people. He then asked if next year he will have to tell them the same thing, noting we really need to find out from someone that it is going to happen. City Manager Eustice commented we have so many projects that we need money for and we don't have money to do these types of projects. Councilman Temple then stated when he comes to the City Manager or whoever, he needs to be told it might be done as he was told it would be done this fall. He also stated we really need to make certain we know what we are talking about. City Manager Eustice stated we will certainly try and do a better job of that but there was a plan to do it this fall but when the engineering study was done they found so many issues with the road base that City Engineer Granger and Jim Pemberton, Engineer with Reith-Riley did not think they could get the engineering done to do the project this fall.

▪ **Smith Creek Project** - City Manager Eustice stated he and DPW Director Karmol have been looking at the Little Black River Watershed and Smith Creek, which really has filled in the last few years. This is a big project and does not think we will get any help with funding from the County, after speaking with Drain Commissioner Cavitt. There is a lot of vegetation and trees in it and the concrete walls are starting to crumble and fall in. We are going to try and look for Federal funding and we may have to clean some of it out before we go in and repair some of the walls. It does not appear to be impeding much of the drainage yet, but eventually will. Mayor Bronson asked if part of it is concrete or brick lined. City Manager Eustice replied it is concrete. Mayor Bronson then asked if the concrete has to be replaced or are there other options. City Manager Eustice stated City Engineer Granger is going to look at potential changes to it. They are not certain about it where it runs underneath Mackinaw Avenue, but it does not appear to be an issue at this point; however, First Street is certainly an issue. Mayor Bronson said it would be nice to have it looking nice when Kiwanis Park is renovated, noting he has looked at Google maps on this area, asking if the Creek starts in the property behind Kiwanis Park. City Manager Eustice replied the cement part begins there; however the drainage goes all the way back of the High School into Lake Huron. Councilman Temple commented that the Creek looks like a forest. Mayor Bronson asked if we are not allowed to clean the system by the High School. City Manager Eustice replied we can clean it. Clerk/Treasurer Kwiatkowski commented it also runs through the Cemetery. City Manager Eustice stated as far as the maintenance and cleaning of the Little Black River Watershed, the City of Cheboygan is responsible, commenting on easements for the same. Mayor Bronson asked if we are looking at the entire

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Watershed or only the Smith Creek portion. City Manager Eustice replied mainly from Kiwanis Park north to Lake Huron, which is the most critical area we need to get cleaned out. Mayor Bronson asked if City Engineer Granger will do cost estimates and, if so, maybe he also should look at the rest of the system. Councilwoman Riddle commented on the need for a timetable before the entire system gets into a condition; it would be nice to get ahead of it before it gets extremely expensive. Mayor Bronson commented on the condition of Sangster Ditch before that was cleaned out. City Manager Eustice noted the County cleaned out the ditches on Butler Road, which has made a difference. Mayor Bronson stated we still need to clean out at the end of Butler Road near Sangster Ditch. City Manager Eustice noted additional work that needs to be done on the east side, as well, noting the elevation from Cheboygan Cement to Lake Huron is all flat, so it is difficult to make sure the water flows.

▪ **Inverness Township & Meijer Project** - City Manager Eustice reported the City is still working with Inverness Township on the Meijer's Project. Last week there was a US 27 DDA meeting and thinks they got some things worked out to get a line out there. Inverness is still trying to examine the funding source and how they are going to fund. Meijer's has agreed to pay one-third of the project with Inverness Township and the US 27 DDA paying the remainder or two-thirds. Meijer's has also made the offer to pay for the entire project, funding it upfront, and then getting two-thirds of it back. City Manager Eustice stated he feels this is the best option. He went on to state the City is working on the Utility Service Agreement so that we will service their line and the Township will pay us to do this. Councilwoman Kwiatkowski asked if Meijer's is coming earlier. City Manager Eustice replied Meijer's is telling them they are going to break ground in the spring 2019. If the water line is there, they would have the option of breaking ground earlier. Mayor Bronson expressed the importance of having the City's end of this ready when the line is built.

Mayor Bronson then inquired as to DPW Director Karmol's progress on grant monies for a second water tower. City Manager Eustice replied there is a Utility Committee meeting next Thursday and they will talk about funding. It appears at this point it will be all a loan. We are prepared to put in an application and there is a 90-day process to get a USDA 40-year loan. They will also tie some other infrastructure improvements into this loan, dependent on how much we can borrow. Clerk/Treasurer Kwiatkowski noted this would be a revenue bond tied into the water system, which means inevitably the rates are going to go up to support the debt.

▪ **Port of Cheboygan Project** – City Manager Eustice noted an Attorney's Opinion has been received from Attorney Joppich. At the last Council meeting Council asked for Attorney Joppich's opinion on the sale of the property based on being less than the appraised price and Attorney Joppich has provided that. He noted that many of Council probably have not reviewed it yet, but they may discuss it, noting it is of a confidential nature, or they may ask him questions. City Manager Eustice went on to state basically at this point we have an offer into Kokosing to purchase 767 feet at \$428,000.00 - \$558.00 per front foot. He is relatively certain they will accept that offer. Should that happen, then Ryba Marine will buy 362 feet at \$144,800.00, which is the same front foot price as Kokosing would pay; therefore, not showing any favoritism between the two entities. These sales would net us an additional \$572,800.00 over what Ryba has already paid of \$225,000.00. Then all of the riverfront property would be sold to those two entities at just over \$797,000.00, which is a higher value than what we paid for it. Attorney Joppich's states he is okay with that and can defend that as a public purpose and economic development project and selling property for more than what we paid for it. Councilwoman Riddle asked if this is with a Maritime Agreement. City Manager Eustice replied yes, noting he has in writing from Mr. Joe VanAntwerp of Kokosing/Durocher Marine that they will be the Port operators. Ryba has also agreed verbally with some contingencies. On Kokosing's property the City will have a right of first refusal on it, and Ryba's may also. There is a contingency in the Deed to Ryba on the first 300 feet that they can only use that property for port related activities. They will agree to do the

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same thing with the next 362 feet, with a right of first refusal. Should they disband the City would have the right to purchase this property back at market value. We may not have the financial capability, i.e. a manufacturer that is using the Port for water transportation. Mayor Bronson asked what the timetable is, as it seems like we are getting close. He then asked is it possible to have this ready for the next Council meeting. City Manager Eustice replied even before, as it is possible it could be ready by the end of this week. We could then have a Special Council Meeting and we need to have all seven Council Members in attendance at the meeting with a majority vote to approve the sale of the property. Councilman Temple questioned the property being purchased for a total of \$797,000.00 and the City paying \$850,000.00 for it. City Manager Eustice replied we paid \$850,000.00 for both pieces, noting there is an appraisal on the piece on the east side at \$160,000.00, but in the sale transaction under the land contract, the value of the property on the east side was put on at \$99,600.00, so Attorney Joppich is basically saying we paid just under \$750,000.00 for the river front property. He went on to state he has been working with the Little Traverse Conservancy and spoke with Karen Fleming yesterday; they are working on funding and have \$100,000.00 to buy 50 acres on the east side and they are working on a donation to bring that higher. We are going to get a minimum of \$100,000.00, but are hoping to get \$130,000.00. The City will keep the 13 acres that are uplands, so we will have to split that off. Councilman Temple asked if we sell for \$100,000.00 will it pay off the land contract and the attorney fees. City Manager Eustice stated it is going to come up short, but not as significant as he thought. We are still going to have probably in the neighborhood of a \$50,000.00 shortfall overall compared to what we paid and the expenses we put into the project. Long term we will get it back in property taxes because these two entities will be on the tax roll. They need to look at the possibility of the DDA getting the money the City spent out of the General Fund for the property. Councilwoman Riddle stated since there would be a shortfall, is there any way that those taxes can be earmarked to go towards the shortfall. Mayor Bronson commented no, but we can always change the boundaries of the DDA. Councilman Temple commented a \$50,000.00 shortfall is a cheap price if we can get jobs in town. City Manager Eustice agreed, stating that was our goal – to develop the Port and get manufacturers here that need water transportation. Councilwoman Riddle asked if it is possible to separate the Port from the DDA. Mayor Bronson noted this is for another conversation, as there is a lot to do to change the property boundaries of the DDA. City Manager Eustice informed Council the Port property currently is not on the tax roll, but once it goes back on the tax roll the General Fund can easily recover some of those monies, but any improvements will go to the DDA. At least some monies when the properties get back on the tax roll will go back to the General Fund. Mayor Bronson stated it would be nice to move onto the next step of this project. Councilman Temple was in agreement.

City Manager Eustice commented the Community Foundation is working on freeing up monies for marketing and the City may need to do the same to see how we are going to market it and utilize the Port Commission, which they discussed at the Port Commission. Councilwoman Kwiatkowski asked if the Port Commission has still been working on it. City Manager Eustice replied yes, noting it might be best to have a dedicated individual or company market the Port and get a manufacturer here. This will have to be discussed going forward, as there is certainly cost involved with that.

Mayor Bronson stated, if possible, Council would like to have a Special Council meeting. City Manager Eustice replied absolutely, as soon as the decision comes in from Kokosing.

Messages and Communications from Mayor Pro Tem and Council Members:

- **Waste Treatment Plan & Recent Rain** – Councilwoman Riddle asked how the Waste Treatment Plant is handling stormwater going into the system with the amount of rain received lately. City Manager Eustice stated there has not been an issue so far, but they watch that closely.

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▪ **Crosswalk Repainting** - Mayor Bronson inquired on the State repainting the crosswalks that was supposed to occur this year. City Manager Eustice replied the State backed it up and will be doing them in the spring 2017. Clerk/Treasurer Kwiatkowski stated the City can do some of the painting, noting he does a quarterly report and invoices MDOT for work we do on the trunkline. He will give Mr. Rob Hall, an MDOT Engineer that works with the City, a call and ask if we can paint and get reimbursed through the quarterly report. City Manager Eustice stated the parking stripes were painted before the 4th of July, and MDOT told us they were going to paint the crosswalks. Mayor Bronson then asked about additional work needed on Lincoln and Main. City Manager Eustice stated, in addition to the work already done and due to the State Street Bridge Project, and traffic being re-routed through that intersection, that intersection will be repaired at the end of the Bridge project. This is one of the reasons they did not do the entire intersection. Mayor Bronson asked for the start date of the State Street Bridge project. City Manager Eustice replied January 3. MDOT is going to try and install hydraulic patches at the Lincoln Avenue Bridge before a winter.

Cheboygan Communities Foundation/Port Project - Mr. Dick Sanford asked to address the Council, stating he is the President of the Cheboygan Communities Foundation, which has been playing an important capital involvement to the Port project, funding the original \$25,000.00 to develop the strategic plan that created it. It has now allocated an additional \$15,000.00, in an account for the Port project. They will be funding the marketing downstate to attract industry and entrepreneurs to settle new businesses and new factories and new good paying jobs in the community. To do that you need marketing materials and the Foundation is going to fund that. They are anxious to release that grant and are looking very favorable on the comment about moving forward on this project. It would be a tragedy to let this opportunity slip away as there are too many opportunities to provide jobs for our citizens and extended education for our young people and to keep the future leaders of the community from having to leave town because they can't fund a decent job. He thanked Council for their positive comments, stating hopefully next Friday he can be told to release the grant. The Council thanked Mr. Sanford.

Adjournment:

Councilman Lavender moved to adjourn the meeting at 7:55 p.m.; supported by Councilwoman Kwiatkowski. Motion carried unanimously.

Mayor Mark C. Bronson

Clerk/Treasurer Kenneth J. Kwiatkowski

Councilman Joseph Lavender

Councilwoman Winifred L. Riddle

Councilman Vaughn Temple

Councilman Nathan H. King

Mayor Pro Tem Nicholas C. Couture

Councilwoman Betty A. Kwiatkowski

REGULAR CITY COUNCIL MEETING
October 11, 2016

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

Roll Call:

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

Absent: Lavender

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

Mayor Bronson led the Pledge of Allegiance to the Flag.

Approval of Agenda, and Receive and File all Communications:

City Manager Eustice announced an addition to the Agenda, being item 8-A under General Business, a Resolution in Support of the Main Street Program, which the City will apply for with an application deadline of November 4. Part of the Application has to have a Resolution adopted by the legislative body.

Councilwoman Riddle moved to approve the Agenda with the addition of item 8-A, Resolution in Support of the Main Street Program, and receive and file all communications; supported by Councilman King. Motion carried unanimously.

Approval of Regular City Council Meeting Minutes – September 13, 2016:

Councilman King moved to approve the Regular City Council Meeting Minutes of September 13, 2016 as presented; supported by Councilwoman Kwiatkowski. Motion carried unanimously.

Approval of Regular City Council Meeting Minutes – September 27, 2016:

Mayor Pro Tem Couture moved to approve the Regular City Council Meeting Minutes of September 27, 2016 as presented; supported by Councilman Temple. Motion carried unanimously.

Bills and Disbursements:

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

Mayor Pro Tem Couture moved to approve the prepaid bills and disbursements for the month of September 2016 in the amount of \$431,291.96; supported by Councilwoman Kwiatkowski. A roll call vote was taken; motion carried unanimously.

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

Councilman King questioned the expense for the Harrison Avenue Lift Station Repair. Clerk/Treasurer Kwiatkowski stated he does not have the detail, but DPW Director Karmol would; however, he could get more information for Council. Mayor Bronson asked regarding the expense for street light repairs and replacements to Stan's Electric. Clerk/Treasurer Kwiatkowski stated these lights are in the DDA District, noting bollards that run east and west along Mulligan's were taken out due to winter plowing, so there will be an insurance claim on that. The remainder is downtown street lights. Councilwoman Kwiatkowski asked if the DDA is charged for these repairs. City Manager

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replied no. Mayor Bronson commented the DDA would pay to have the lights installed, but once installed they become the property of the City and the City's responsibility, noting the same as the elevators.

Councilman King moved to approve the unpaid bills and disbursements for the month of September 2016 in the amount of \$43,830.58; supported by Councilwoman Kwiatkowski. A roll call vote was taken; motion carried unanimously.

Department, Board and Commission Reports:

- **Port Commission, September 12, 2016** – Mayor Bronson noted the October Port Commission meeting was cancelled. City Manager Eustice stated the October meeting will be rescheduled, if necessary, and he will give an update on the Kokosing possible sale as he got information late today from Mr. Joe VanAntwerp, under the City Manager's Report.

General Business:

- **Consideration of a Resolution in Support of the Main Street Program** – Mayor Bronson read the following Resolution into the record:

A Resolution in support of commitment and cooperation with the Michigan Main Street Program in becoming an Associate Main Street Community

Whereas, Downtown is vital to our community's identity and quality of life; and

Whereas, The City of Cheboygan supports improvements and enhancements to Downtown Cheboygan and has illustrated this by empowering the City of Cheboygan Downtown Development Authority; and

Whereas, It is the City's intent to reverse the historic trend which has led to the loss of population, jobs and businesses in the downtown district and to work on the continued improvement, revitalization and development of the community by improving pedestrian access and enhancing the areas aesthetics; and

Whereas, The Michigan Main Street Center @ MSHDA, formed in 2003, provides consulting services to up to three communities that commit to the Main Street Four Point Approach (Design, Organization, Promotion and Economic restructuring) to strengthen commercial activity and improve buildings in a community's downtown; and

Whereas, The Main Street Approach to downtown revitalization has generated community-wide interest and support; and

Whereas, the City will apply to become an Associate Main Street community and a local Main Street organization will be formed to stimulate economic development and maintain historic preservation of the downtown, thereby lessening the burden of local government.

Now, Therefore Be It Resolved as follows:

1. The Community and its Local Main Street Program agree to these minimum participation standards set forth by the MMSC @ MSHDA including submitting biannual reports to the MS Program and participation at required trainings and services.

2. The Community and its Local Main Street Program agrees to participate as an Associate Main Street with the intention of applying to become a Select Main Street in 2018.

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In witness whereof, we have hereunto set our hand on this 11th day of October, 2016.

Mayor Pro Tem Couture asked if this Resolution is one of the requirements for the Application. City Manager Eustice replied yes and it will be submitted with the Application.

Councilman King moved to approve A Resolution in Support of Commitment and Cooperation with the Michigan Main Street Program in becoming an Associate Main Street Community as read into the record by Mayor Bronson; supported by Councilwoman Kwiatkowski. A roll call vote was taken; motion carried unanimously.

Public Comments:

▪ **Bring It Cheboygan** – Ms. Sherry Nelson, representing the Bring It Cheboygan group, thanked Council for adopting the Resolution for the Main Street Program, asking for a copy of the same. She noted the group has been meeting since August and support has grown weekly. They are so excited and have built such enthusiasm for the Program. She then stated she wants to update Council and make them aware of what's going on. So far 56 volunteers have come to meetings; weekly meetings are about 25 members. They have outgrown the Purple Tree Bookstore and next week they will be meeting at the Carnegie so people can see the excitement that is going on there. Also Kirsten Guenther, Downtown Enhancement Administrator, offered to have the meeting here. Ms. Nelson went on to state many things have happened, noting they are a mix of people, i.e. merchants, service people, educators, farmers and volunteers; also, young and old people, men and women. There is a phenomenal mix of people of all ages. Recently an investor group got together and they tried to purchase a building so they could have a year-round farmer's market, but were out bid. Ms. Nelson noted Ms. Linda Konicki heads up their window program and has been in touch with 20 building owners of vacant properties and they are going to put in holiday decorations and décor in the windows and clean them up for the holiday season. After the holidays they are planning what they can do going toward spring that would have a little more longevity. Mr. Jim Conboy made a proposal and came to speak with the group regarding the Top of Michigan Trails Council. We should be working with him as a City to pursue becoming a trails designated city. The NEMCOG Master Plan is drafted to make Cheboygan a trail town. There are things we could do to really bring people on the trails here. Ms. Nelson stated they have to get their trails committee active, which is still in the forming stages. There is a mission statement in the works that Mr. Jim Soubly is working on. There are other people interjecting ideas, as well. Ms. Nelson asked that they be notified if there is anything they need to do with regard to the Main Street Application because they want to make sure it gets processed, accepted and approved. Also the group wants to capitalize on existing events as they missed such a golden opportunity with the Route 23 Discovery Tour that was taking place the first week in October. They want to have a triple bridge run next year with a run across the Lincoln Avenue Bridge, the pedestrian bridge and State Street Bridge finishing at the farmer's market; or perhaps a different order. This could be done in conjunction with some sort of Octoberfest. By partnering with the Discovery Tour we can let them do some of the marketing and advertising for it, but we have to have some knockout events that we can promote on it. Once they get the trails committee, they will make running trails a part of that. Ms. Nelson stated their ambition is to add businesses in downtown Cheboygan that put feet on the street. They want to make destination shopping and bring unique businesses to town and help recruit to make people want to come here, rather than filling up the buildings that don't draw customer/pedestrian traffic. They want to bring people downtown to make it interesting and fun and we want restaurants that are unique and different, as well, that will make people want to come and participate. Further, they want to promote all these events and capitalize on these things so they can give our visitors something to do because we live in the best, absolutely most

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pristine area with the best natural resources available. Ms. Nelson then thanked Council. Mayor Bronson commented that he, City Manager Eustice and Downtown Enhancement Administrator Kirsten Guenther are on the trail town committee.

Ms. Nelson then stated in speaking with Mr. Jim Conboy, Mr. Conboy stated part of the problem is we have to educate the merchants and some of the people because they don't even know the trails are there. It is an education process that we all have to work on to establish that.

- **Downtown Cornstalks** - Ms. Trudy Lofgren mentioned we are getting through the flower season and wondered if anyone thought of putting cornstalks up downtown for the Octoberfest feeling. City Manager Eustice stated Downtown Enhancement Administrator Guenther is working on that and thinks she has someone that will donate cornstalks. He noted the flower baskets will be taken down hopefully this week.

City Clerk/Treasurer's Comments:

- **City Audit** – Clerk/Treasurer Kwiatkowski stated the auditors arrived Monday morning, so we are in the midst of the City's annual audit. He explained what has been accomplished thus far and what will take place the rest of the week. They look to have the audit presentation the first meeting in December.

City Manager's Report:

- **Port Property** – City Manager Eustice reported we are diligently waiting on Kokosing to accept an offer for 767 feet of property. In talking with Mr. Joe VanAntwerp he thought they would turn that around fairly quickly. He spoke with Mr. VanAntwerp today and the Vice-President that replaced Mr. VanAntwerp is in Indiana with the owner of Kokosing today and are discussing the purchase of the property. Hopefully we will know something within the next couple of days. City Manager Eustice stated Mr. VanAntwerp commented it is almost a given they will purchase the property. He noted our offer is at \$428,000.00 and they like the price and he thinks they will go forward very soon. City Manager Eustice stated he was hoping to have a special City Council meeting to approve the sale of that property because we need, again, all seven members here to approve the sale with a majority vote. If something comes through, he believes we will still have a special City Council meeting instead of waiting until October 25. We will try and expedite a closing as quickly as we can.

- **Pop Up Store** – City Manager Eustice announced the Simply Marcella pop up store that was here last year next to Your Spirit will be coming back this year. They are opening November 1 and will be open until mid-January. They are hoping eventually she will open a permanent store. Councilwoman Riddle asked if a pop up store is one that comes in for a short period of time. City Manager Eustice stated that is correct. He noted there is some controversy over that, but overall it is a good and reputable business, with two locations in the St. Clair Shores area. He also stated the owners have a home in the area.

- **Food Cart Recommendations** – City Manager Eustice informed Council by the first meeting in November he and Chief Jones will have some ideas on the food cart situation. Mayor Pro Tem Couture asked if they have met with any of the food vendors and storefront food operators. City Manager Eustice replied they have, but they have not met all together. He and the Chief will take a look at this in the next couple of weeks, noting the Chief is on vacation until October 17, although he is here tonight.

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Messages and Communications from Mayor Pro Tem and Council Members:

▪ **Farmers Market** – Mayor Pro Tem Couture asked if there has been any discussion with the Farmer's Market group since early September. He then asked if the City applied to the Michigan Farmers Market Association designation and if it's been approved. City Manager Eustice replied the City applied and has been approved. It allows some benefits and advertising. Councilwoman Kwiatkowski asked if there are any requirements, such as being located in one spot. City Manager Eustice replied no, but thinks the Farmers Market is leaning towards Festival Square 100%. There are concerns during some of the festivals, and the City thought about closing Huron Street and moving the Farmers Market into Huron Street for the festivals. Mayor Pro Tem Couture commented just in talking to some of the vendors, there is still a little debate. He told them there is going to have to be a movement if this is going to move forward with the Bring It Cheboygan; someone is going to have to take charge and start the process of doing it regularly there, which they have and it is evident. Mayor Pro Tem Couture stated he does not know if joining the Michigan Farmers Market Association makes the Farmers Market an entity and comes under the City's wing. City Manager Eustice stated it could. Mayor Pro Tem Couture stated he does not want the City Manager to be the Market Manager, and thinks that would be on their terms. He thinks this needs to be done and handled all in the same talk with the food vendors (carts), annual fees, etc. We have to come up with something in writing as a policy of the City as to how this is going to operate, i.e. this is when they can be here, where they can't be, etc. It helps them as an entity grow and the Michigan Main Street Program could be a good hub for the Farmers Market and draw from the surrounding areas. City Manager Eustice stated Festival Square is the right place for the Farmers Market and advertise it, noting we have a pulley system to now put signage up in front of Festival Square. He noted we will have to work around the Waterways Festival and the Music Festival.

▪ **Meijer Project** - Mayor Pro Tem Couture inquired on the Meijer Project and the intergovernmental type group, wondering if there has been any conversation with anybody and how does the City Manager think we should proceed with that, i.e. form a committee and that's where we start with presentation to surrounding governmental units asking for their support. He believes this has to happen. He then stated he feels nobody was trying to hold anything up, it was just a lack of communication. Without having an arm between each of the governmental units for continuous flow of communication, it is not going to happen. One does not get the gist of it from just reading minutes. City Manager Eustice commented he feels they are close to a resolution, noting there is an Inverness Township DDA Meeting on October 19. The City is working on a Utility Service Agreement for both water and sewer, but is not sure it will be ready to make a presentation at the October 19 meeting, but we are going to present it at an Inverness Township meeting with DPW Director Karmol and himself present to lead them in the right direction. The Inverness Township DDA is trying to figure out how to fund it right now and believes they now have that funding source, which is Meijer's. Meijer's will pay for the entire project and then get two-thirds of it paid back from Inverness Township/DDA over time. He feels this is the best way to go. Mayor Pro Tem Couture commented he wants to make sure it is at the forefront of the City's mind and we are looking out for our constituents in the City and there is an agreement already in place between the County and Inverness Township regarding the prior sewer and there were already some REU's purchased at one point. He wants to make sure this all gets brought into the same conversation so there is no more doubt anymore because of the improvements we will need to have done.

▪ **Flowers for Annette Eustice** – Councilwoman Kwiatkowski inquired as to sending flowers to Annette Eustice. Councilwoman Riddle replied this is not something we can do from the City but would need to be done from private funds of Council Members.

Regular City Council Meeting – October 11, 2016

Adjournment:

Councilman King moved to adjourn the meeting at 7:34 p.m.; supported by Councilwoman Kwiatkowski. Motion carried unanimously.

Mayor Mark C. Bronson

Clerk/Treasurer Kenneth J. Kwiatkowski

Councilman Joseph Lavender

Councilwoman Winifred L. Riddle

Councilman Vaughn Temple

Councilman Nathan H. King

Mayor Pro Tem Nicholas C. Couture

Councilwoman Betty A. Kwiatkowski



CHEBOYGAN COUNTY PLANNING COMMISSION

870 SOUTH MAIN ST., ROOM 103 ■ PO Box 70 ■ CHEBOYGAN, MI 49721
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CHEBOYGAN COUNTY PLANNING COMMISSION MEETING & PUBLIC HEARING WEDNESDAY, SEPTEMBER 21, 2016 AT 7:00 P.M. ROOM 135 – COMMISSIONER’S ROOM - CHEBOYGAN COUNTY BUILDING

PRESENT: Bartlett, Freese, Borowicz, Croft, Ostwald, Lyon, Churchill, Jazdyk
ABSENT: Kavanaugh
STAFF: Scott McNeil
GUESTS: Eric Boyd, Bob Lyon, John Moore, Tony Matelski, Carl Muscott, Russell Crawford, Cheryl Crawford, Jeff Jakeway,

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

APPROVAL OF MINUTES

The September 7, 2016 Planning Commission minutes were presented. Mr. Freese noted that the following corrections are to be made regarding the conditions for Brian Frost’s special use permit request on page 3:

6. No junk automobiles or other junk vehicles or junk equipment on the property.
8. The berm shall have a minimum of 3 foot high evergreens planted on the top of the berm every 6 feet apart.
12. All material to be enclosed within the bermed area and no further accumulation of salvage material until the rest of the area is cleared and the material within the bermed area is separated.
16. Zoning Administrator to monitor no less than monthly for the first year. After one year, the Zoning Administrator is to monitor no less than every six months.

Motion by Mr. Churchill, seconded by Mr. Borowicz, to approve the meeting minutes with changes. Motion carried. 8 Ayes (Bartlett, Freese, Borowicz, Croft, Ostwald, Lyon, Churchill, Jazdyk), 0 Nays, 1 Absent (Kavanaugh)

PUBLIC HEARING AND ACTION ON REQUESTS

An Ordinance to Amend Section 17.19. of the Cheboygan County Zoning Ordinance No 200 to provide definitions, regulations and standards for signs.

Mr. McNeil stated that this is a continuation of the public hearing that was adjourned at the previous meeting. Mr. McNeil stated the adjournment allowed time to research temporary sign provisions which may be in conflict with other state law. Mr. McNeil stated that language has been included in section 19.19.2.B which shall address any conflict.

Ms. Croft asked for public comments. Mr. Muscott referred to section 17.19.2.B.1 and noted that only 2 signs are allowed on a lot. Mr. Muscott stated that many people put up more than 2 political signs. Ms. Croft stated that the “except as otherwise provided by law” will cover this issue. Mr. Freese stated that political signs are regulated by the state. Mr. Muscott questioned if the state addresses how many signs are allowed on a lot. Mr. McNeil stated that if state law does not address the number of signs, then this regulation would apply. Mr. Freese stated that the Planning Commission can not exempt political signs because they would then be specifying content. Mr. McNeil stated there are other options such as other signage with permits. Mr. Muscott stated that this could end up in a court case regarding free speech. Discussion was held regarding 2 signs being allowed whether the lot is 40 acres or 60ft. wide. Mr. Moore noted that there may be an issue with

realty signs having to be removed from a lot within 60 days of placement. Mr. McNeil stated that realty signs are covered under the provision regarding signs pursuant to a written contract. Public comment closed.

Mr. Freese suggested not regulating temporary signs and removing the section from the regulation. Mr. McNeil stated the number of signs can be removed. Ms. Lyon and Mr. Freese agreed that the number of signs should be removed. Mr. McNeil will review the Planning Commission's concern with legal counsel. Mr. McNeil noted changing the number of temporary signs would be a substantial change and another public hearing will have to be scheduled. Discussion was held. Mr. McNeil stated that each sign is allowed to be up to 8sf and no more than 4ft. in height. Mr. Freese asked Mr. McNeil to determine the number of signs allowed and to have a planning justification for the number of signs. Mr. Jazdyk suggested regulating only the square footage of signs and not the number of signs. Mr. Jazdyk noted that there would be a risk of having a large sign. Discussion was held.

JEFF JAKEWAY/THE JAKEWAY FAMILY TRUST/DANIEL GEARHART FAMILY LIVING TRUST - Requests a site plan review for a Specialty Retail and Restaurant – Sections 6.2.9 and 6.2.19 The property is located at 4104 South Straits Hwy., 4092, South Straits Hwy., 4082 South Straits Hwy. and 4062 South Straits Hwy., Tuscarora Twp., Section 25, parcel #161-025-200-007-00, #161-025-200-007-01, #161-025-200-008-00 and #161-025-200-009-00 and is zoned Commercial Development (D-CM).

Mr. McNeil stated that the applicant is requesting site plan review for a property where there is currently a garden center located in the Commercial Development Zoning District. Mr. McNeil stated that the proposed uses are a specialty retail (garden center, landscaping and retail business) and fast food restaurant (coffee shop). Mr. McNeil referred to the site plan and noted the location of the proposed structure. Mr. McNeil reviewed the floor plan of the proposed structure. Mr. McNeil stated that the Mr. Jakeway received approval from the Zoning Board of Appeals to extend the proposed structure into the rear setback. Mr. McNeil noted the location of the driveways, parking areas and stacking parking spaces for the drive through window at the coffee shop. Mr. McNeil explained that the site plan proposes entering the site from M-68 and exiting the site on Old Trail Road. Mr. McNeil stated that the ordinance requires 5 stacking spaces and the applicant provided 3 stacking spaces on site. Mr. McNeil stated that the Zoning Board of Appeals approved a 2 parking space variance.

Mr. Drews stated that he is with Northern Michigan Engineering and he has assisted Mr. Jakeway with the site plan. Mr. Drews stated he spent a lot of time on traffic flow and access when working on the site plan. Mr. Drews stated that several structures are being removed. Mr. Drews noted that the north entrance on M-68 is a one way entrance and the other entrances are two way. Mr. Drews explained that MDOT requirements will be met. Mr. Drews stated this is an existing use, which will be enhanced.

Mr. Jakeway stated that he and his wife have owned Northstar Gardens for 18 years. Mr. Jakeway stated that currently there are 8 parking spaces which are not sufficient in the spring. Mr. Jakeway stated that a coffee shop within a store allows his staff to be employed year round. Mr. Jakeway stated that he has another landscape center in Gaylord. Mr. Jakeway explained that until the sewer was put in Indian River he was not able to expand as a drain field would absorb the majority of his lot. Mr. Jakeway stated that they employ 52 employees and this will add approximately 12 more employees. Mr. Jakeway reviewed the site plan. Mr. Jakeway stated that he currently has 8 parking spaces and this will be increased to 27 parking spaces. Discussion was held regarding the Zoning Board of Appeals approving the variance requests. Mr. Jakeway explained that with the existing buildings there are 747sf that does not comply with setback requirements. Mr. Jakeway explained that with the proposed buildings there will be 143sf that does not comply with setback requirements. Mr. Jakeway stated that he can keep the business as it is currently and lay employees off during the winter or he can expand his business and keep his employees working. Mr. Jakeway explained that he is using a "rack to retail" business method. Mr. Jakeway stated that no semi-trucks will deliver to the Indian River location. Mr. Jakeway stated that the products will be loaded on racks and put on a delivery truck in Wolverine. Mr. Jakeway explained that the products will be delivered to the Indian River location and sold directly from the rack. Mr. Jakeway explained that there is less handling of the products. Ms. Lyon asked if Old Trail Rd. is a two way road. Mr. Jakeway stated yes.

Mr. Freese stated the Zoning Board of Appeals granted the three variance requests as the grandfathered setback is being reduced by removing the buildings and MDOT approved the entrance. Mr. Freese stated that at the Zoning Board of Appeals meeting Mr. Jakeway stated he plans to save as many trees as possible. Mr. Freese asked if Mr. Jakeway plans to pave Old Trail Road. Mr. Jakeway stated yes, but he wants to make sure that the sewer is complete before he paves the road. Mr. Jakeway stated he will make sure that there is dust control and that the road is maintained.

Ms. Croft asked for public comments. Mr. Muscott commended Mr. Jakeway and everyone who worked on this plan. Mr. Muscott stated this is a difficult site, but it is a high traffic site. Mr. Muscott stated he appreciates all the effort that was done.

Mr. Muscott stated that the public will get used to the traffic flow through the parking lot. Mr. Muscott stated that he is glad to see the proposed improvements for North Star. Public comment closed.

Motion by Mr. Freese, seconded by Mr. Churchill, to grant the topography waiver request. Motion carried. 8 Ayes (Bartlett, Freese, Borowicz, Croft, Ostwald, Lyon, Churchill, Jazdyk), 0 Nays, 1 Absent (Kavanaugh)

The Planning Commission revised the General Findings:

6. The variance for rear setbacks have been approved by the Zoning Board of Appeals.
7. The variance for stacking parking spaces has been approved by the Zoning Board of Appeals.

The Planning Commission reviewed and approved the Finding of Fact Under Section 18.7 and the Specific Findings of Fact Under Section 20.10. **Motion** by Mr. Freese, seconded by Mr. Churchill, to approve the site plan based on the General Findings and the Specific Findings of Fact Under Section 20.10 subject to the following:

1. Approval from Cheboygan County Road Commission
2. Approval from Michigan Department of Transportation
3. Approval from Department of Building Safety
4. Approval from District Health Department #4
5. Improvements to Old Trail Road are to be in accordance with Cheboygan County Road Commission regulations and completed as soon as practical

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

UNFINISHED BUSINESS

Review of proposed Zoning Ordinance Amendment regarding Mobile Food Units

Mr. McNeil stated that at the last Planning Commission meeting there was a single issue regarding use on right of ways. Mr. McNeil stated that language has been included that a zoning permit can not be issued for use on a right of way, but the agency with jurisdiction can approve the use within the right of way. Mr. McNeil stated that Mr. Freese had concerns regarding mobile food units on a private road right of way. Mr. McNeil stated that he does not see this as being an issue if we know who owns the private road right of way and permission has been granted to allow the mobile food unit.

Mr. Jazdyk referred to section 17.29.c and stated his concerns that site plan approval would be required for more than 1 mobile food unit on a lot. Mr. Jazdyk stated that 2 mobile food units on a lot do not equate to the construction of a building which warrants a lot of effort by the Planning Commission. Mr. Jazdyk stated his concerns that the owner is to obtain site plan approval. Mr. Jazdyk questioned if a representative could apply for the site plan approval. Mr. Jazdyk suggested that this be reviewed by Mr. McNeil instead of the Planning Commission. Mr. Borowicz stated that this section can be deleted. Mr. McNeil stated he will change the language so it is not single mobile food unit specific and other language changes will have to be made. Discussion was held.

Mr. Jazdyk referred to section 17.29.b and stated that multiple locations should be allowed on a permit instead of requiring a zoning permit for each location. Mr. McNeil stated that the zoning permit fee is \$30.00 and staff recommends that we continue to issue permits on a per lot basis. Mr. McNeil stated there is significant review with each location that must take place. Mr. McNeil stated that this use is being taken out of the site plan review process which would be at a minimum of \$110.00. Mr. McNeil stated that these require more review than a regular zoning permit. Mr. Borowicz noted that the City of Cheboygan has 2-3 of these mobile food units operating and he does not believe it is a huge item at this time. Mr. Freese stated he agrees with Mr. Jazdyk but the establishment of the fee is supposed to be based on the requirement of the time put into reviewing the application. Mr. Freese stated if a permit is being issued for 5 different sites, there will be 5 times as much work to review the application. Mr. Freese stated it is permissible for cities and villages to register/license a vendor. Mr. Freese stated that this is not permissible for counties. Discussion was held. Mr. McNeil stated that all land uses should be treated equal. Mr. McNeil believes that we would be giving mobile food units an advantage over permits that other businesses are required to comply with. Mr. Freese noted that previously a site plan review was required and it is now being changed to a zoning permit which costs \$30.00. Mr. Freese stated that the applicant could submit zoning applications for 5 sites for what it would have cost for site plan review for 1 site. Mr. Borowicz noted that the applicant may also have a license for more sites within the City of Cheboygan. Mr. McNeil stated he will make the changes and bring the amendment back for the Planning Commission to review.

Discussion of Draft Boat House Survey

Mr. McNeil stated that the Planning Commission has a copy of the introduction letter which includes an image of a boat shelter (supplied by Mr. Muscott). Mr. McNeil stated that he talked with Mr. Schnell regarding this survey and they would like to put it on a postcard and direct people to an on-line survey. Mr. McNeil suggested holding special meetings with focus groups as opposed to a survey. Mr. McNeil stated that with focus groups there will be a better exchange of ideas and thoughts. Mr. McNeil stated that we could come up with just as good of a product, or maybe better, by using focus groups. Mr. Freese stated that with the results of the survey, we could then hold special meetings with focus groups. Mr. Jazdyk agreed with Mr. Freese as the survey results would provide a place to start with the focus group. Discussion was held. Mr. Freese stated that he wants the people on the water to know about the proposed boat house changes. Mr. Freese stated that many if not most wouldn't know about it if there is just a meeting. Discussion was held regarding surveys being available in the office for the public to complete and submit. Mr. McNeil asked if the survey should be mailed in the spring. Mr. Freese stated that this topic should continue to be discussed, but the survey can be mailed in the spring. Mr. McNeil noted that he has also provided a list of stakeholders. Mr. Churchill referred to the survey and stated that the second question should be listed first. Mr. Churchill referred to the fourth question and stated that it should reference new built boat shelters. Discussion was held.

NEW BUSINESS

No comments.

STAFF REPORT

Mr. McNeil stated that the Cheboygan County Board Of Commissioners approved the Planned Project amendment.

Mr. McNeil stated that an amendment regarding restaurants, convenience stores and auto repair will be on the next Planning Commission agenda.

PLANNING COMMISSION COMMENTS

Ms. Lyon stated that Mr. Jakeway's presentation was the best presentation she has seen since she has been on the Planning Commission. Mr. Freese stated his concerns regarding people who start a project without approvals. Mr. Freese stated he has a problem with the fact that we do not stop these people. Mr. McNeil stated that the ordinance allows for fines to be issued, but that has not been the policy. Discussion was held.

PUBLIC COMMENTS

Mr. Muscott thanked Ms. Lyon for her comments regarding Mr. Jakeway as he is an excellent example of a local business man who follows the rules. Mr. Muscott stated that he agrees with Mr. Freese that there are others that do not follow the rules. Ms. Muscott referred to the boat house survey and stated that only a few pennies will be saved by sending a post card instead of paper. Discussion was held.

ADJOURN

Motion by Mr. Borowicz to adjourn. Motion carried. Meeting was adjourned at 8:19pm.



Charles Freese
Planning Commission Secretary



CHEBOYGAN COUNTY PLANNING COMMISSION

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PHONE: (231)627-8489 ■ TDD: (800)649-3777

CHEBOYGAN COUNTY PLANNING COMMISSION MEETING & PUBLIC HEARING WEDNESDAY, OCTOBER 5, 2016 AT 7:00 P.M. ROOM 135 – COMMISSIONER’S ROOM - CHEBOYGAN COUNTY BUILDING

PRESENT: Bartlett, Freese, Kavanaugh, Croft, Ostwald, Churchill, Jazdzyk
ABSENT: Lyon, Borowicz
STAFF: Scott McNeil
GUESTS: Eric Boyd, Judy Ostwald, Russell Crawford, Cheryl Crawford, Tony Matelski, Carl Muscott, Charles Maziasz, Andrew M. Kosack, John Moore

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

APPROVAL OF MINUTES

The September 21, 2016 Planning Commission minutes were presented. **Motion** by Mr. Churchill, seconded by Mr. Jazdzyk, to approve the meeting minutes as presented. Motion carried. 7 Ayes (Bartlett, Freese, Kavanaugh, Croft, Ostwald, Churchill, Jazdzyk), 0 Nays, 2 Absent (Lyon, Borowicz)

PUBLIC HEARING AND ACTION ON REQUESTS

Jenna Corbin /Cass Casucci - Requests a site plan review for an exercise business (Office – Section 13B.2.7) The property is located at 3491 S. Straits Hwy., Tuscarora Township, Section 24, parcel #161-M55-033-010-00 and is zoned Village Center Indian River Overlay (VC-IR-O).

Mr. McNeil explained that the applicant is requesting site plan review for an exercise business under section 13B.2.7. Mr. McNeil stated that the property is zoned Village Center Indian River Overlay. Mr. McNeil stated that there are no off street parking requirements in this zoning district, although the applicant is indicating 5 parking spaces on site. Mr. McNeil stated that Department of Building Safety has approved the use as long as it is seasonal. Mr. McNeil explained that there are several building codes that come into effect once there is heat in the building. Mr. McNeil stated that use is to be seasonal only. Mr. McNeil stated that it appears that the applicant is not attending the meeting tonight.

The Planning Commission asked what is considered seasonal. Mr. McNeil stated that he will review this with the building official. Mr. Freese stated he does not know how the Planning Commission can act on this request when the Department of Building Safety is requiring that it be shut down during a certain time period and the applicant is not here to specify the “seasonal” period of operation is and if this period is compatible with the period that would be required by the Department of Building Safety. Discussion was held.

Mr. Freese stated that he does not believe that the Planning Commission can act on this request tonight. **Motion** by Mr. Freese, seconded by Mr. Kavanaugh, to table this request until the October 19, 2016 Planning Commission meeting. Motion carried. 7 Ayes (Bartlett, Freese, Kavanaugh, Croft, Ostwald, Churchill, Jazdzyk), 0 Nays, 2 Absent (Lyon, Borowicz)

UNFINISHED BUSINESS

Zoning Ordinance Amendment Regarding Mobile Food Units

Mr. McNeil stated that the Planning Commission’s requested changes have been made to the proposed amendment regarding mobile food units. Mr. McNeil stated that language has been included that the entity with jurisdiction can approve if located in

the right of way.

Mr. McNeil stated that the language prohibiting use on a private road has been removed. Mr. McNeil stated that language has been removed, which did not allow chairs or tables in the setback area; however, he believes tables and chairs in the setback would be acceptable. Mr. McNeil noted that signage is allowed in the setback area.

Mr. Freese asked if this amendment has been reviewed by legal counsel. Mr. McNeil stated no.

Discussion was held regarding the county not having jurisdiction to permit mobile food units in a right of way. Mr. Jazdyk questioned why section 17.29.a is included in the proposed amendment. Mr. McNeil stated that this section provides clarity.

Mr. Jazdyk stated his concerns regarding a zoning permit being required for each location. Mr. Jazdyk stated that the mobile food unit already receives a license from the city which allows three locations in the city limits. Mr. Jazdyk question if a zoning permit will be required for additional locations outside the city limits. Mr. McNeil stated that a zoning permit would be required wherever the county has jurisdiction. Mr. McNeil stated that this proposed amendment has no bearing on what the City of Cheboygan allows. Mr. Jazdyk stated his concerns that permit fees are required for the City of Cheboygan, Health Department and Cheboygan County. Discussion was held. Mr. Jazdyk stated a permit fee should not be required as the applicant already pays taxes. Mr. Jazdyk stated that he does not see this type of application as being over burdening on the Zoning Department.

Ms. Croft asked Mr. McNeil to have legal counsel review the proposed amendment.

NEW BUSINESS

Zoning Ordinance Amendment Regarding Restaurant, Convenience Store And Vehicle Repair Use Review

Mr. McNeil stated that a definition for car wash has been provided in the proposed amendment. Mr. McNeil stated that he has interjected uses (with definitions in the ordinance) in areas where there are similar names uses in the Zoning Ordinance. Mr. McNeil state that the draft amendment proposes new use listings which are based on the new use definitions.

Mr. Freese stated that drive-through is used in the definition of a restaurant, carry out. Mr. Freese stated that drive-through should be deleted from the restaurant, carry out definition. Mr. Freese referred to the definition of bar and stated that entertainment can occur prior to and after 11:00pm. Mr. Freese stated that there was a previous enforcement matter regarding outside entertainment versus inside entertainment at a bar. Mr. Freese stated that outside entertainment versus inside entertainment should be addressed. Mr. Freese stated that whether entertainment is included in the bar use should also be addressed. Mr. Freese suggested including a statement that the bar could have entertainment in accordance with state liquor license restrictions. Mr. McNeil stated that bars are approved by site plan review in the Commercial Zoning District and Village Center Zoning District. Mr. McNeil stated that bars could be subject to special use permit to allow the Planning Commission overview of the use. Mr. Kavanaugh stated that a special use permit is a good idea. Discussion was held. Mr. McNeil stated that he will look into a special use permit versus a site plan review. Mr. McNeil stated that the definition of drive-through further clarifies the definition of a restaurant, carry out, but can be removed from the definition.

Mr. Crawford stated that a bar is licensed by the State of Michigan. Mr. McNeil stated that a bar has an effect on land use and neighboring properties. Mr. Crawford asked if zoning can prohibit a bar that has received a license that has been issued by the State of Michigan. Mr. Freese stated that zoning can be more restrictive than the State.

Mr. McNeil noted that it is proposed in this amendment to allow mobile food units in the Lake and Stream Protection Zoning District with a special use permit. Mr. McNeil stated that there are a lot of public spaces that a mobile food unit may take advantage of in the Lake and Stream Protection Zoning District.

Mr. McNeil stated that he will review the bar use and change the definition. Mr. McNeil stated that he will bring the proposed amendment back to the Planning Commission to review in a month.

Discussion Regarding Use Terminology Review Priorities

Mr. Freese stated that convalescent homes, clubs and assembly halls should be addressed first. Discussion was held. Mr. Churchill and Mr. Kavanaugh agreed that convalescent homes should be reviewed next. Mr. Kavanagh stated that clubs and assembly halls should also be reviewed.

Mr. Jazdyk referred to section 17.29.c of the proposed amendment for mobile food units and stated his concerns regarding "and prepared within the mobile food unit." Discussion was held. Mr. McNeil stated that this sentence can be changed to "All

goods sold at a mobile food unit shall be food related.” Mr. Jazdyk asked if non-food related items would be caught by the Health Department. Mr. Kavanaugh stated no.

STAFF REPORT

Mr. McNeil stated that the October 19th meeting will be at the Tuscarora Township Hall. Mr. McNeil stated that there will be one special use permit application and one site plan review for the Planning Commission to review. Mr. McNeil stated that there will be a discussion with Tuscarora Township regarding the Village Center Zoning District.

PLANNING COMMISSION COMMENTS

Discussion was held regarding a zoning permit issued to Travis Conners for a private storage building in a Commercial Development Zoning District. Planning Commission members stated their concerns regarding a zoning permit and building permit being issued for private storage as a special use application was submitted to the Planning and Zoning Department to change the use to commercial boat storage. Discussion was held.

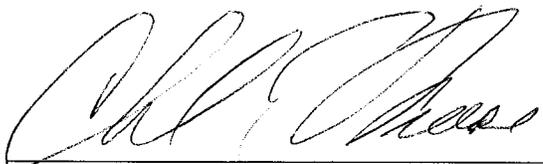
PUBLIC COMMENTS

Mr. Muscott stated that he is a business advocate and understands the business man’s point of view. Mr. Muscott stated he would like to see fewer laws that are fairly enforced for everyone. Mr. Muscott stated his concerns that a zoning permit was issued to Travis Conners for a private storage building as the special use permit application for commercial storage was pending. Mr. Muscott stated his concerns regarding there being two addresses for the parcel, 5875 South Grandview Beach Road and 767 South Straits Highway. Mr. Muscott stated that this parcel does not have any road frontage on South Straits Highway. Mr. Muscott stated the road frontage is on Grandview Beach Road. Mr. Muscott stated that the residents on Grandview Beach Road will be concerned as this proposed business will generate more traffic at the intersection. Mr. Muscott noted that Grandview Beach Road is a local road and is not a primary road. Discussion was held.

An audience member questioned why a job is not held up when there is a violation. Mr. McNeil stated that the only violation that has occurred is that construction began without a building permit. The audience member asked who polices the projects. Mr. McNeil stated that zoning enforcement is handled by Planning & Zoning Department. Discussion was held.

ADJOURN

Motion by Mr. Kavanaugh to adjourn. Motion carried. Meeting was adjourned at 8:03pm.



Charles Freese
Planning Commission Secretary

CHEBOYGAN COUNTY ZONING BOARD OF APPEALS MEETING & PUBLIC HEARING
WEDNESDAY, SEPTEMBER 28, 2016 AT 7:00PM
ROOM 135 – COMMISSIONER’S ROOM - CHEBOYGAN COUNTY BUILDING

Members Present: Charles Freese, Ralph Hemmer, John Moore, John Thompson, Nini Sherwood
Members Absent: None
Others Present: Scott McNeil, Russell Crawford, Cheryl Crawford, Ann Chastain, Tom Chastain, Carl Muscott, Chuck Maziasz

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

PLEDGE OF ALLEGIANCE

Chairperson Freese led the Pledge of Allegiance.

APPROVAL OF AGENDA

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

APPROVAL OF MINUTES

Minutes from the August 24, 2016 Zoning Board of Appeals meeting were presented. **Motion** by Mr. Moore, seconded by Mr. Hemmer, to approve the minutes as presented. Motion carried unanimously.

PUBLIC HEARING & ACTION ON REQUESTS

Ann Chastain – Requests a 5 ft. 4 in. side setback variance and a 6 ft. front setback variance for a lean-to in a Lake and Stream Protection (P-LS) zoning district. The property is located at 10796 E. Munro Lake Dr., Munro Township, Section 9, parcel #080-009-200-001-09. A side setback of 8 ft. is required and a front setback of 30 ft. is required for this lot in this zoning district.

Mr. McNeil explained that the applicant is requesting a 5ft. 4in. side setback variance and a 6ft. front setback variance for a lean-to. Mr. McNeil stated that this is a non-waterfront lot that is located in the Lake and Stream Protection Zoning District. Mr. McNeil noted that an 8ft. side setback and 30ft. front setback is required for this lot in the Lake and Stream Protection Zoning District.

Ms. Chastain stated that in 2006 she decided to split the lot, which would allow her to sell the existing house and build on the remaining lot. Ms. Chastain explained that an additional septic field was required on the lake side to service the house that she was selling. Ms. Chastain explained that the existing septic was on the lot that she was planning on keeping to build a house. Ms. Chastain explained that the house was completed in 2007. Ms. Chastain stated that the lean-to was built in 2013 as a cover for firewood and the generator. Ms. Chastain stated that they did not think about the lot line at that point and that they had lost track of the property markers. Ms. Chastain explained that after a discussion with the neighbor regarding the location of the lot line, Granger and Associates staked the lot line. Ms. Chastain stated that there are non-buildable wetlands to the side and back of the house.

Mr. Freese asked if the original parcel was split into three lots. Mrs. Chastain stated yes. Mr. Freese stated that the dividing line between parcel 2 and parcel 3 is the western edge of the easement according to the mortgage report.

Mr. Freese stated that on the mortgage report, the western edge of the easement coming from the south enters lot 3 approximately 20ft. to the east of the lot line. Mr. Freese referred to the survey and stated that the western edge of the easement coincides with the property line between lots 2 and 3 on the west. Mr. Freese stated that the eastern side of the easement as shown on the survey shows it intersecting lot 3 to the west of where it is shown on the mortgage report by about 20 feet. This would bring into question exact location of the western side of the easement and could have reduced the front variance request. Discussion was held regarding the front setback being measured from the easement. Mr. Freese stated that there are wetlands on the east end and north end of the lean-to. Discussion was held regarding parcel 3 being a non-developable lot with a drain field on it. Mr. Freese asked when the side setback regulation was changed for narrow lots. Mr. McNeil stated it was a couple of years ago. Mr. McNeil stated that regulation would not apply as this lot is wide enough. Mr. Freese noted that the applicant should have applied for a front setback variance for the house. Mr. Freese noted the applicant had properly applied for all necessary permits at the time of construction of the home, but that the county did not perform foundation location checks at the time to determine if setback requirements had been met and an occupancy permit was issued. The applicant is therefore deemed vested with regard to the location of the original dwelling. Mrs. Chastain stated that she did not know that she needed a variance. Discussion was held.

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

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

5. This is an extremely narrow lot, most of which is wetlands.
6. The area to the east and north on parcel 2 are wetlands that are limiting the buildable area.

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

UNFINISHED BUSINESS

No comments.

NEW BUSINESS

No comments.

ZBA COMMENTS

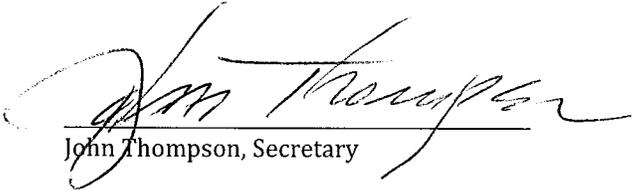
No comments.

PUBLIC COMMENTS

No comments.

ADJOURN

Motion by Mr. Hemmer to adjourn. Motion carried. Meeting adjourned at 7:21pm.



John Thompson, Secretary

User: jmanko
DB: Cheboygan

PERIOD ENDING 09/30/2016

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

GL NUMBER	DESCRIPTION	END BALANCE	YTD BALANCE	2016 ORIGINAL	2016 AMENDED	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT
		12/31/2015	09/30/2015	BUDGET	BUDGET	09/30/2016	MONTH 09/30/16	BALANCE	USED
Fund 101 - GENERAL COUNTY									
Revenues									
101-400-401.00	CURRENT TAX	7,566,377.99	3,673,697.01	7,607,279.00	7,607,279.00	3,772,905.78	1,753,012.77	3,834,373.22	49.60
101-400-401.02	CONTRIBUTION FROM RESTRICTED F	420,758.77	420,758.77	0.00	0.00	0.00	0.00	0.00	0.00
101-400-401.03	CURRENT TAX INTEREST	36,429.53	33,349.11	36,539.00	36,539.00	30,948.13	704.02	5,590.87	84.70
101-400-401.05	PROBATE BOND FEE	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
101-400-404.00	CONVENTION & TOURISM TAX	125,593.50	101,691.50	66,173.00	66,173.00	52,258.50	0.00	13,914.50	78.97
101-400-417.00	UNPAID PERSONAL PROPERTY TAX	6,256.47	6,256.47	3,057.00	3,057.00	976.22	0.00	2,080.78	31.93
101-400-424.00	COMMERCIAL FOREST RESERVEE	193.13	193.13	209.00	209.00	200.76	0.00	8.24	96.06
101-400-425.00	SWAMP TAX REFUND	347,303.38	0.00	260,482.00	260,482.00	0.00	0.00	260,482.00	0.00
101-400-428.06	OVERSIGHT FEE/COUNTY	(12.00)	0.00	0.00	0.00	0.00	0.00	0.00	0.00
101-400-452.00	LICENSES & PERMITS-BUSINESS	913.00	750.00	1,000.00	1,000.00	834.00	65.50	166.00	83.40
101-400-476.00	SOIL SEDIMENTATION	10,640.00	8,805.00	10,500.00	10,500.00	8,350.00	1,170.00	2,150.00	79.52
101-400-477.00	LIC & PERMITS-NON-BUSINESS	17,143.00	12,136.00	15,000.00	15,000.00	11,960.00	1,420.00	3,040.00	79.73
101-400-478.00	DOG LICENSES	1,276.50	1,156.50	1,100.00	1,100.00	1,196.00	0.00	(96.00)	108.73
101-400-478.01	CO MARRIAGE LIC FEE	1,275.00	1,145.00	1,200.00	1,200.00	1,235.00	115.00	(35.00)	102.92
101-400-479.01	ZONING PERMITS	24,034.01	19,158.73	22,880.00	22,880.00	20,741.31	2,679.06	2,138.69	90.65
101-400-479.02	SP ZONING MTG	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
101-400-501.01	BULLETPROOF VEST PARTNERSHIP	0.00	0.00	6,960.00	6,960.00	0.00	0.00	6,960.00	0.00
101-400-501.03	ENFORCEMENT ZONE GRANT	9,908.00	9,908.00	13,000.00	25,893.00	7,266.00	0.00	18,627.00	28.06
101-400-502.01	JAIL TECH UPGRADE	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
101-400-507.00	CO-OP REIMB-PROS ATTY/ADC	50,456.57	32,967.09	55,699.00	55,699.00	45,699.07	5,448.59	9,999.93	82.05
101-400-507.01	PROS ATTY VICTIMS RIGHTS	52,491.73	39,664.54	50,424.00	50,157.73	37,596.81	13,948.92	12,560.92	74.96
101-400-507.02	WELFARE FRAUD	652.50	225.00	500.00	500.00	607.50	0.00	(107.50)	121.50
101-400-507.03	CSPA STATE SUPPL PYT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
101-400-508.00	WOMEN'S RESOURCE GRANT	500.00	500.00	500.00	500.00	0.00	0.00	500.00	0.00
101-400-510.00	STONEGARDEN GRANT	31,225.82	31,225.82	14,300.00	14,300.00	13,861.51	0.00	438.49	96.93
101-400-512.00	U.S. DEPARTMENT OF JUSTICE GRA	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
101-400-513.00	US DEPT OF AGRICULTURE GRANT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
101-400-514.01	MARINE SAFETY EQUIPMENT - FEDE	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
101-400-527.00	BRYNE GRANT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
101-400-532.00	CONSTRUCTION CODE ADMIN	45,653.00	0.00	45,107.00	45,107.00	0.00	0.00	45,107.00	0.00
101-400-533.00	HOUSING ADMIN	34,497.43	0.00	19,885.00	48,325.00	0.00	0.00	48,325.00	0.00
101-400-535.00	JUVENILE ACCOUNTABILITY GRANT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
101-400-540.00	COURT EQUITY FUND	132,614.08	92,222.00	129,489.00	129,489.00	89,862.00	0.00	39,627.00	69.40
101-400-541.00	PROBATE JUDGES' SALARY	103,080.98	94,195.00	94,195.00	94,195.00	94,195.00	23,548.75	0.00	100.00
101-400-541.01	PROBATE STAND/PAYMT	45,724.00	45,724.00	45,724.00	45,724.00	45,724.00	11,431.00	0.00	100.00
101-400-541.02	CIRCUIT STAND/PAYMT	45,724.00	45,724.00	45,724.00	45,724.00	45,724.00	11,431.00	0.00	100.00
101-400-541.03	DISTRICT STAND/PAYMT	36,579.20	36,579.20	36,579.00	36,579.00	36,579.20	9,144.80	(0.20)	100.00
101-400-542.00	ORV ENFORCEMENT GRANT	17,028.82	285.00	25,283.00	25,283.00	0.00	0.00	25,283.00	0.00
101-400-543.00	SECONDARY RD PATROL/GRANT	55,068.13	36,782.94	52,359.00	52,359.00	34,073.81	0.00	18,285.19	65.08
101-400-543.04	M.M.R.M.A GRANT	0.00	0.00	5,000.00	5,000.00	0.00	0.00	5,000.00	0.00
101-400-544.00	MARINE SAFETY PROGRAM	44,900.00	0.00	46,900.00	48,900.00	0.00	0.00	48,900.00	0.00
101-400-544.01	SNO-MOBILE SAFETY/PROGRAM	7,224.75	7,429.02	21,918.00	8,000.00	8,000.00	0.00	0.00	100.00
101-400-545.01	CASEFLOW ASSIST GRANT/DIST	10,170.42	10,170.42	10,000.00	10,000.00	10,419.74	0.00	(419.74)	104.20
101-400-545.02	CASEFLOW ASST GRANT/CIR CT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
101-400-554.00	STATE GRANT	0.00	0.00	0.00	7,386.00	7,385.75	7,385.75	0.25	100.00
101-400-560.00	COUNTY JUVENILE OFFICER GRANT	27,317.04	20,487.78	27,317.00	27,317.00	20,487.78	6,829.26	6,829.22	75.00
101-400-569.05	L.E.P.C.	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
101-400-570.00	CIGARETTE TAX	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
101-400-572.00	STATE GRANT - MSHDA	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
101-400-574.00	STATE REVENUE SHARING	243,565.54	243,565.54	451,402.00	451,402.00	451,283.47	0.00	118.53	99.97
101-400-574.01	REVENUE SHARING - COUNTY INCEN	60,891.39	60,891.39	112,850.00	112,850.00	112,820.86	0.00	29.14	99.97
101-400-575.00	TWP LIQUOR LICENSE	770.00	770.00	770.00	770.00	770.00	770.00	0.00	100.00
101-400-580.01	CONTRIB FROM OTHER UNITS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
101-400-581.00	REV FROM OTHER COUNTIES	52,524.78	38,885.08	50,931.00	50,931.00	38,601.13	4,070.50	12,329.87	75.79

User: jmanko

DB: Cheboygan

PERIOD ENDING 09/30/2016

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

GL NUMBER	DESCRIPTION	END BALANCE 12/31/2015	YTD BALANCE 09/30/2015	2016		YTD BALANCE 09/30/2016	ACTIVITY FOR MONTH 09/30/16	AVAILABLE BALANCE	% BDGT USED
				ORIGINAL BUDGET	2016 AMENDED BUDGET				
Fund 101 - GENERAL COUNTY									
Revenues									
101-400-582.00	SHERIFF LOCAL GRANTS	3,770.65	1,100.00	0.00	1,350.00	1,350.00	0.00	0.00	100.00
101-400-583.00	LOCAL GRANTS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
101-400-601.00	CIR CRT COSTS	38,293.99	30,108.41	40,000.00	40,000.00	45,908.20	6,290.82	(5,908.20)	114.77
101-400-601.01	ATTY FEE REIMB/CIRCUIT	28,284.25	21,096.75	30,000.00	30,000.00	24,268.90	3,815.46	5,731.10	80.90
101-400-601.10	CIR CT GARNISHMENT	885.00	585.00	800.00	800.00	405.00	75.00	395.00	50.63
101-400-602.00	CONTEMPT OF COURT FEE PROBATE	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
101-400-603.00	DISTRICT CRT COSTS	392,324.42	293,754.07	300,000.00	300,000.00	319,020.49	41,727.58	(19,020.49)	106.34
101-400-603.01	PROBATE CRT COSTS	1,958.00	1,191.00	1,500.00	1,500.00	1,836.00	45.00	(336.00)	122.40
101-400-603.11	SMOKING FEES	600.00	375.00	300.00	300.00	450.00	0.00	(150.00)	150.00
101-400-607.02	CTY GENERAL FILING FEE	5,580.00	4,402.00	6,000.00	6,000.00	3,968.00	465.00	2,032.00	66.13
101-400-607.03	LATE FEE PRISONER	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
101-400-607.04	CHARGE FOR SERVICE	206,624.60	122,828.00	210,062.00	210,062.00	102,774.00	81,014.16	107,288.00	48.93
101-400-608.01	MOTION FEE COUNTY	2,920.00	2,190.00	4,000.00	4,000.00	2,320.00	260.00	1,680.00	58.00
101-400-608.02	COUNTY APPEAL FEE	56.00	31.00	200.00	200.00	137.00	0.00	63.00	68.50
101-400-610.00	JURY FEE CIR CT	1,150.00	980.00	1,500.00	1,500.00	1,315.00	170.00	185.00	87.67
101-400-612.00	TUSCARORA TWP ORDINANCE FEE	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
101-400-612.01	GIS	875.00	560.00	1,500.00	1,500.00	455.00	60.00	1,045.00	30.33
101-400-613.00	DIST CRT/CIVIL FEES	54,529.95	39,892.15	55,000.00	55,000.00	38,693.70	9,729.00	16,306.30	70.35
101-400-613.10	COUNTY REMONUMENTATION	329.70	239.34	300.00	300.00	256.62	48.24	43.38	85.54
101-400-614.00	VIOLATION CLEARANCE RECORD	2,851.67	2,236.67	3,000.00	3,000.00	2,647.99	408.33	352.01	88.27
101-400-615.00	DIST CRT/BOND COSTS & FEES	8,594.00	6,804.00	7,000.00	7,000.00	5,499.00	774.00	1,501.00	78.56
101-400-617.00	PROBATE CRT - FEES	0.00	0.00	0.00	0.00	25.00	0.00	(25.00)	100.00
101-400-617.01	CERTIFIED FEES	825.00	629.00	800.00	800.00	1,086.00	89.00	(286.00)	135.75
101-400-617.02	MARRIAGE CEREMONIES	124.00	108.00	120.00	120.00	132.00	8.00	(12.00)	110.00
101-400-617.03	JURY FEE DEMAND	0.00	0.00	20.00	20.00	60.00	0.00	(40.00)	300.00
101-400-617.06	WILLS/SAFE KEEPING	75.00	50.00	100.00	100.00	150.00	0.00	(50.00)	150.00
101-400-617.07	INVENTORY FEE	7,370.87	6,130.59	7,500.00	7,500.00	5,745.44	673.68	1,754.56	76.61
101-400-617.08	PROBATE CRT/DEPOSIT BOXES	0.00	0.00	20.00	20.00	20.00	0.00	0.00	100.00
101-400-617.10	PROBATE CRT-MOT/PET/ACCT/OB	1,460.00	1,120.00	1,100.00	1,100.00	1,090.00	100.00	10.00	99.09
101-400-618.00	CO TREAS-CURRENT SERVICES	4,624.00	3,987.00	4,000.00	4,000.00	3,023.00	186.00	977.00	75.58
101-400-618.01	VETERAN'S FEES - ID CARDS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
101-400-618.02	REGISTER OF DEEDS TAX CERTIFIC	2,700.00	1,355.00	0.00	0.00	3,350.00	560.00	(3,350.00)	100.00
101-400-619.00	CO CLERK/CURRENT SERVICES	34,159.74	23,381.51	26,000.00	26,000.00	16,573.00	2,163.00	9,427.00	63.74
101-400-619.01	PASSPORT FEES	1,775.00	1,275.00	1,400.00	1,400.00	1,200.00	75.00	200.00	85.71
101-400-619.02	CREMATION FEE	1,270.00	980.00	1,800.00	1,800.00	780.00	100.00	1,020.00	43.33
101-400-619.03	SUBPOENA FEE	15.00	0.00	0.00	0.00	15.00	0.00	(15.00)	100.00
101-400-619.04	CRIME VICTIM ADMIN FEES	1,785.03	1,367.06	1,800.00	1,800.00	1,260.96	124.17	539.04	70.05
101-400-619.05	STATE FORENSIC ADMIN FEE	15.75	0.75	0.00	0.00	15.00	0.00	(15.00)	100.00
101-400-619.06	NOTARY FEES	384.00	304.00	500.00	500.00	200.00	8.00	300.00	40.00
101-400-620.00	REGISTER OF DEEDS FEES	234,002.35	166,228.90	225,000.00	225,000.00	179,730.06	29,443.41	45,269.94	79.88
101-400-622.00	C.C.F. COLLECTION FEE	3,424.44	2,576.94	2,200.00	2,200.00	1,694.15	129.61	505.85	77.01
101-400-622.01	25% ATTY FEES REIMB	520.69	459.44	1,000.00	1,000.00	261.55	5.00	738.45	26.16
101-400-622.02	ATTY FEE REIMB/PROBATE	1,562.09	1,378.34	2,200.00	2,200.00	784.67	15.00	1,415.33	35.67
101-400-625.00	DNA COLLECTION	36.00	12.00	0.00	0.00	178.40	36.75	(178.40)	100.00
101-400-625.01	SEX OFFENDER REGISTRATION	2,740.00	2,580.00	2,900.00	2,900.00	3,020.00	200.00	(120.00)	104.14
101-400-625.25	DNA COLLECTION - SHERIFF	90.00	30.00	0.00	0.00	460.99	91.87	(460.99)	100.00
101-400-625.36	DNA COLLECTION - DISTRICT COUP	0.00	0.00	0.00	0.00	6.00	0.00	(6.00)	100.00
101-400-628.02	BOAT LIVERY INSPECTIONS	64.00	64.00	100.00	100.00	46.00	0.00	54.00	46.00
101-400-628.03	PRISONER BOARD	51,652.23	40,766.04	45,000.00	45,000.00	33,331.45	2,660.88	11,668.55	74.07
101-400-628.04	PRISONER MEDICAL	5,762.59	3,184.36	3,500.00	3,500.00	3,587.66	306.29	(87.66)	102.50
101-400-628.05	ACCIDENT REPORT FEES	884.71	712.86	500.00	500.00	459.38	9.00	40.62	91.88
101-400-628.07	DOC/TRANSPORT REIMB	3,452.45	2,698.50	2,500.00	2,500.00	1,284.55	0.00	1,215.45	51.38
101-400-628.08	WORK RELEASE	51,079.88	37,298.66	30,000.00	30,000.00	30,376.10	4,125.00	(376.10)	101.25
101-400-628.09	PRISONER BOARD-OUT COUNTY	1,470.00	70.00	2,500.00	2,500.00	1,185.00	1,155.00	1,315.00	47.40

User: jmanko

DB: Cheboygan

PERIOD ENDING 09/30/2016

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GL NUMBER	DESCRIPTION	END BALANCE 12/31/2015	YTD BALANCE 09/30/2015	2016		YTD BALANCE 09/30/2016	ACTIVITY FOR MONTH 09/30/16	AVAILABLE BALANCE	% BDGT USED
				ORIGINAL BUDGET	2016 AMENDED BUDGET				
Fund 101 - GENERAL COUNTY									
Revenues									
101-400-628.10	DIVERTED FELONS-LOC REIMBURSE	63,172.50	45,447.50	60,000.00	60,000.00	18,115.00	1,820.00	41,885.00	30.19
101-400-628.12	PRISONER TRANSPORT REIMBURSE	261.70	261.70	1,000.00	1,000.00	400.00	0.00	600.00	40.00
101-400-628.13	MEDICAL REIMBURSE-OUT COUNTY	0.00	0.00	100.00	100.00	0.00	0.00	100.00	0.00
101-400-628.14	FINDERS FEE SS JAIL	8,800.00	6,600.00	7,000.00	7,000.00	6,400.00	800.00	600.00	91.43
101-400-628.16	PRE-EMPLOYMENT FINGERPRINTS	290.00	210.00	150.00	150.00	245.00	10.00	(95.00)	163.33
101-400-628.17	CCW FINGERPRINT FEE	510.00	0.00	0.00	0.00	4,200.00	570.00	(4,200.00)	100.00
101-400-628.18	DRUNK DRIVERS ASSESSMENT	5,335.00	3,901.00	3,500.00	3,500.00	3,581.00	325.00	(81.00)	102.31
101-400-628.19	TETHER FEES	0.00	0.00	0.00	0.00	720.00	140.00	(720.00)	100.00
101-400-630.00	OTHER REVENUE	215.67	125.92	50.00	50.00	353.45	0.00	(303.45)	706.90
101-400-630.03	SALE BOOK	236.00	226.00	170.00	170.00	204.00	0.00	(34.00)	120.00
101-400-632.00	ADMIN/CRIME VIC RIGHTS ASST	96.39	60.89	0.00	0.00	101.00	10.00	(101.00)	100.00
101-400-633.00	TAX RECORDS SEARCH FEE	0.00	0.00	0.00	0.00	163.00	0.00	(163.00)	100.00
101-400-639.00	GAMBLING SCREENING	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
101-400-644.00	SALE OF SCRAP & SALVAGE	38.00	38.00	0.00	0.00	22.00	0.00	(22.00)	100.00
101-400-647.00	DVD RECORDINGS	150.00	150.00	0.00	0.00	0.00	0.00	0.00	0.00
101-400-650.02	REGISTRATION / ENTRY FEES	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
101-400-651.10	REGISTER OF DEEDS - ONLINE SER	12,524.00	9,510.00	12,500.00	12,500.00	10,923.00	1,781.00	1,577.00	87.38
101-400-654.99	GRAND STAND RECEIPTS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
101-400-655.03	50/50 RAFFLE	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
101-400-656.00	BOND FORFEITURES	5,371.00	4,280.00	6,000.00	6,000.00	4,995.00	945.00	1,005.00	83.25
101-400-656.01	ORDINANCE FINES & COSTS	17,103.74	13,380.10	15,000.00	15,000.00	14,521.55	1,522.67	478.45	96.81
101-400-657.00	DRUG FORFEITURES - SHERIFF	300.00	300.00	0.00	0.00	0.00	0.00	0.00	0.00
101-400-657.01	DRUG FORFEITURES - PROSECUTOR	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
101-400-658.00	FORFEITURES - SHERIFF	3,054.53	3,054.53	0.00	0.00	0.00	0.00	0.00	0.00
101-400-665.00	INTEREST EARNED	10,320.62	5,959.17	8,500.00	8,500.00	7,916.04	833.65	583.96	93.13
101-400-665.01	T & A INTEREST	1,375.02	638.51	1,000.00	1,000.00	730.83	258.16	269.17	73.08
101-400-668.00	RENTS	62,200.08	43,500.06	62,242.00	62,242.00	43,500.06	4,833.34	18,741.94	69.89
101-400-669.00	BLDG & GROUNDS RENTAL	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
101-400-669.02	EQUIPMENT RENTAL	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
101-400-673.00	SALE OF FIXED ASSETS	0.00	0.00	0.00	0.00	8,426.00	0.00	(8,426.00)	100.00
101-400-673.01	CAMPING	0.00	0.00	0.00	0.00	105.00	0.00	(105.00)	100.00
101-400-675.00	CONTRIB & DONATIONS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
101-400-675.05	CONTRIBUTION TO MARINE DIVISIC	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
101-400-675.06	DONATION - CANINE UNIT	15,838.98	14,988.79	10,000.00	22,000.00	5,878.81	286.29	16,121.19	26.72
101-400-676.00	CONT FROM OTHER FUNDS	36,209.00	0.00	21,929.00	21,929.00	0.00	0.00	21,929.00	0.00
101-400-676.01	REIMBURSEMENTS	2,218.43	644.22	0.00	0.00	157.00	0.00	(157.00)	100.00
101-400-676.13	89TH JURY REIMBURSEMENT	90.00	0.00	0.00	0.00	330.00	0.00	(330.00)	100.00
101-400-676.14	CIR CRT JURY REIMBURSEMENT	6,962.50	2,957.50	3,500.00	3,500.00	1,865.00	0.00	1,635.00	53.29
101-400-676.17	89TH DISTRICT COURT REIMBURSEM	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
101-400-676.18	PROBATE JURY REIMBURSEMENT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
101-400-678.00	INSURANCE & BOND REIMBURSEMENT	113,837.70	113,837.70	5,870.00	5,870.00	82,894.44	0.00	(77,024.44)	1,412.17
101-400-681.00	ELECTION REFUNDS	188.48	139.20	700.00	700.00	140.00	0.00	560.00	20.00
101-400-682.00	DATA PROCESSING FEES	20,864.02	2,490.00	18,500.00	18,500.00	5,125.00	0.00	13,375.00	27.70
101-400-682.01	PA BLOOD TEST REIMB	270.98	149.69	125.00	125.00	200.43	27.09	(75.43)	160.34
101-400-682.02	AERIAL MAPS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
101-400-682.03	COUNTY MAPS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
101-400-683.00	RETURNED CHECK FEES	400.00	275.00	300.00	300.00	375.00	25.00	(75.00)	125.00
101-400-686.00	P/A LEGAL/ABUSED & NEG CHLD	12,516.84	8,648.34	11,070.00	11,070.00	9,880.50	1,368.00	1,189.50	89.25
101-400-687.00	WAGE REIMBURSEMENT	6,319.00	0.00	18,331.00	18,331.00	90.00	90.00	18,241.00	0.49
101-400-687.06	SHERIFF WAGE REIME/INTERNAL TF	8,166.81	0.00	0.00	0.00	0.00	0.00	0.00	0.00
101-400-688.00	REFUNDS - GENERAL	3,658.68	3,244.67	2,000.00	2,000.00	2,611.01	286.95	(611.01)	130.55
101-400-688.01	MOVEABLE ITEMS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
101-400-688.02	ZONING BOOKS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
101-400-688.06	SHERIFF WAGE REIMB	1,452.18	7,133.53	12,742.00	12,742.00	8,659.05	2,921.92	4,082.95	67.96

PERIOD ENDING 09/30/2016

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

GL NUMBER	DESCRIPTION	END BALANCE 12/31/2015	YTD BALANCE 09/30/2015	2016		YTD BALANCE 09/30/2016	ACTIVITY FOR MONTH 09/30/16	AVAILABLE BALANCE	% BDGT USED
				ORIGINAL BUDGET	2016 AMENDED BUDGET				
Fund 101 - GENERAL COUNTY									
Expenditures									
430	ANIMAL SHELTER/DOG WARDEN	143,999.75	108,539.08	150,950.00	150,950.00	111,165.98	483.58	39,784.02	73.64
441	DEPARTMENT OF PUBLIC WORKS	165.44	165.44	340.00	340.00	253.46	0.00	86.54	74.55
600	HEALTH DEPARTMENTS	327,230.00	239,624.25	331,978.00	331,978.00	248,983.50	0.00	82,994.50	75.00
605	C/D - HEALTH DEPARTMENT	0.00	0.00	500.00	500.00	0.00	0.00	500.00	0.00
648	MEDICAL EXAMINER	16,632.73	11,583.93	21,088.00	21,618.00	8,265.76	735.44	13,352.24	38.24
651	AMBULANCE	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
682	VETERANS	93,588.78	69,474.33	131,022.00	130,302.00	71,389.66	6,568.45	58,912.34	54.79
691	CHEBOYGAN COUNTY HOUSING	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
700	CASH CONTROL	0.00	0.00	0.00	46,194.00	0.00	0.00	46,194.00	0.00
731	COUNTY MSU EXTENSION OFFICE	124,419.46	92,318.09	127,261.00	127,731.00	111,500.72	22,596.70	16,230.28	87.29
751	FAIR GROUNDS / EVENTS	20,975.45	19,506.72	36,716.00	36,806.00	18,376.48	3,059.61	18,429.52	49.93
753	VETERAN'S PARK	6,130.00	6,130.00	3,500.00	3,500.00	0.00	0.00	3,500.00	0.00
784	SOIL CONSERVATION	13,229.21	9,821.96	13,750.00	13,750.00	10,061.76	161.11	3,688.24	73.18
802	PLAT BOARD	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
900	SPECIAL APPROPRIATIONS	90,918.61	90,918.61	88,575.00	88,575.00	83,062.50	3,062.50	5,512.50	93.78
902	APPRO/TRANSFERS TO OTHER FUNDS	797,878.84	563,266.83	1,014,106.00	1,014,106.00	458,482.43	120,190.70	555,623.57	45.21
941	GENERAL CONTINGENCY	0.00	0.00	387,957.00	229,341.00	0.00	0.00	229,341.00	0.00
954	INSURANCES	164,194.26	161,693.26	188,000.00	188,000.00	169,107.81	30,846.96	18,892.19	89.95
TOTAL Expenditures		10,659,351.05	7,737,655.80	11,807,216.00	11,952,526.17	7,884,568.51	869,901.27	4,067,957.66	65.97
Fund 101 - GENERAL COUNTY:									
TOTAL REVENUES		11,530,933.59	6,359,654.32	11,807,216.00	11,952,526.17	6,274,076.79	2,059,423.46	5,678,449.38	52.49
TOTAL EXPENDITURES		10,659,351.05	7,737,655.80	11,807,216.00	11,952,526.17	7,884,568.51	869,901.27	4,067,957.66	65.97
NET OF REVENUES & EXPENDITURES		871,582.54	(1,378,001.48)	0.00	0.00	(1,610,491.72)	1,189,522.19	1,610,491.72	100.00

CASH SUMMARY BY FUND FOR CHEBOYGAN COUNTY
 FROM 09/01/2016 TO 09/30/2016
 FUND: ALL FUNDS
 CASH AND INVESTMENT ACCOUNTS

Fund	Description	Beginning Balance 09/01/2016	Total Debits	Total Credits	Ending Balance 09/30/2016
101	GENERAL COUNTY	4,915,832.19	2,339,896.73	1,187,810.46	6,067,918.46
102	FAMILY COUNSELING FUND	25,783.32	255.00	0.00	26,038.32
105	TERMINATION LIABILITY FUND	(7,189.77)	0.00	0.00	(7,189.77)
107	P A 302 TRAINING FUND	7,464.28	0.00	0.00	7,464.28
108	PUBLIC ACT 106 FUND	0.00	0.00	0.00	0.00
111	PROBATION ENHANCEMENT FUND	14,170.43	225.00	263.93	14,131.50
112	VICTIM'S RESTITUTION FUND	181.99	0.00	0.00	181.99
114	COUNTY REMONUMENTATION GRANT FUND	23,373.83	0.00	19,925.00	3,448.83
201	COUNTY ROAD	1,748,875.17	663,585.56	389,808.59	2,022,652.14
210	JAWS OF LIFE FUND	0.00	0.00	0.00	0.00
211	COMMUNITY PROJECTS	4,399.09	0.00	0.00	4,399.09
214	SANE/SPECIAL PROSECUTION UNIT	0.00	0.00	0.00	0.00
215	FRIEND OF THE COURT-FAMILY COURT FUND	(61,397.14)	87,085.29	86,700.38	(61,012.23)
217	AMBULANCE MILLAGE	113,546.25	0.00	27,504.33	86,041.92
220	DORIS REID BUILDING	64,241.71	6,808.73	4,288.66	66,761.78
226	RECYCLING	225,300.14	6,039.78	30,093.20	201,246.72
230	CELLULAR PHONE FLOW THROUGH	0.00	0.00	0.00	0.00
231	CCE 911 4% PHONE SURCHARGE	0.00	438.48	438.48	0.00
234	DNR FOREST FLOW THROUGH	0.00	0.00	0.00	0.00
245	PUBLIC IMPROVEMENT	6,041.36	0.00	0.00	6,041.36
249	BUILDING DEPARTMENT FUND	7,292.17	51,635.48	38,543.36	20,384.29
256	REGISTER OF DEEDS AUTOMATION	360,343.77	4,453.41	1,058.91	363,738.27
258	DISASTER CONTINGENCY FUND	10,000.00	0.00	0.00	10,000.00
260	SHERIFF'S WORK CREW PROGRAM	229.26	3,281.21	3,355.73	154.74
262	SHERIFF SPECIAL PROJECTS FUND	1,139.22	1,000.00	0.00	2,139.22
263	ORV FUND	1,762.50	0.00	0.00	1,762.50
264	LOCAL CORR OFFICER TRAIN FUND	20,603.76	696.00	0.00	21,299.76
266	D.A.R.E.	3,224.29	0.00	295.00	2,929.29
267	DRUG COURT - ADULT - CIRCUIT	8,863.75	6,200.36	13,034.11	2,030.00
268	SOBRIETY COURT	12,668.68	510.00	32.45	13,146.23
269	COUNTY LAW LIBRARY	2,105.91	0.00	1,323.29	782.62
270	VETERANS ASSISTANCE FUND	22,883.19	0.00	598.57	22,284.62
276	SAYPA PROGRAM	75,175.08	21,852.84	23,721.03	73,306.89
277	SENIOR CITIZEN MILLAGE	343,822.19	0.00	46,723.25	297,098.94
281	CHEBOYGAN COUNTY HOUSING COMM-ESCROW	29,002.68	174.30	54.00	29,122.98
283	CHEBOYGAN COUNTY HOUSING GRANT	213,295.58	743.10	1,977.00	212,061.68
286	REVENUE SHARING RESERVE FUND	0.00	0.00	0.00	0.00
289	CHEB SOC SER - COUNTY FUNDS	0.00	99.44	99.44	0.00
292	CHILD CARE - FAMILY COURT	18,879.07	102,705.03	89,531.14	32,052.96
293	SOLDIERS RELIEF	0.00	910.00	910.00	0.00
294	VETERANS TRUST	1,156.11	1,341.80	1,423.25	1,074.66
297	SENIOR CITIZENS/BUSING FUND	0.00	0.00	0.00	0.00
299	DAV VAN	600.00	0.00	0.00	600.00
351	INVERNESS SEWER PROJECT	160,939.84	0.48	155,587.50	5,352.82
352	CTY ROAD CONST PROJECT DEBT SERVICE	246,117.16	18,022.05	0.00	264,139.21
401	CRT HOUSE PRESERVATION FUND	(21,233.14)	0.00	0.00	(21,233.14)
418	D.H.S. BUILDING FUND	35,985.78	1,566.66	0.00	37,552.44
422	DORIS REID BUILDING CAPITAL PROJECT	(33,144.08)	0.00	2,061.85	(35,205.93)

CASH SUMMARY BY FUND FOR CHEBOYGAN COUNTY

FROM 09/01/2016 TO 09/30/2016

FUND: ALL FUNDS

CASH AND INVESTMENT ACCOUNTS

Fund	Description	Beginning Balance 09/01/2016	Total Debits	Total Credits	Ending Balance 09/30/2016
430	ANIMAL CONTROL CAPTIAL PROJECT FUND	(20,892.28)	0.00	62,822.53	(83,714.81)
450	CCE 911 DEVELOPMENT & CAPITAL FUND	299,177.96	0.00	0.00	299,177.96
509	COUNTY MARINA	136,807.69	47,633.72	64,730.16	119,711.25
516	100% TAX PAYMENT FUND	7,138,596.88	216,305.35	7,519.76	7,347,382.47
517	TAX FORCLOSURE FUND	167,465.26	13,142.96	6,607.42	174,000.80
561	COUNTY FAIR	50,929.91	9,222.68	40,226.58	19,926.01
588	STRAITS REGIONAL RIDE	80,345.77	150,371.62	206,078.03	24,639.36
595	JAIL COMMISSARY FUND	32,414.27	12,531.40	12,914.12	32,031.55
701	T & A ACCOUNT	1,498,652.53	9,623,404.86	4,143,522.38	6,978,535.01
706	FRIEND OF THE COURT	3,529.00	0.00	3,329.00	200.00
721	LIBRARY	74,249.83	20,307.80	0.00	94,557.63
760	DISTRICT COURT	270,497.11	464.30	0.00	270,961.41
764	INMATE TRUST FUND	13,072.09	34,085.18	31,025.74	16,131.53
802	REVOLVING DRAIN FUND	100.00	0.00	0.00	100.00
	TOTAL - ALL FUNDS	18,347,281.64	13,446,996.60	6,705,938.63	25,088,339.61

QUARTERLY FUND BALANCE REPORT FOR CHEBOYGAN COUNTY
AS OF 9/30/16
PREPARED BY - JAMES MANKO, ACCOUNTANT
REVIEWED BY - KARI KORTZ, FINANCE DIRECTOR

Fund	Fund Name	Beginning Fund Balance Per Audit	Year-to-Date Revenues	Year-to-Date Expenditures	Year-to-Date Fund Balance	Net Change in Fund Balance	
101	General County	\$7,804,591	\$6,274,077	\$7,884,569	\$6,194,099	(\$1,610,492)	
102	Family Counseling	\$23,743	\$2,295	\$0	\$26,038	\$2,295	
105	Termination Liability	\$65,593	\$0	\$72,783	(\$7,190)	(\$72,783)	A
107	PA 302 Training	\$10,153	\$1,914	\$4,604	\$7,463	(\$2,690)	
108	Public Act 106	\$0	\$104,517	\$104,517	\$0	\$0	Z
111	Probation Enhancement	\$13,967	\$1,624	\$1,460	\$14,131	\$164	
112	Victim's Restitution	\$104	\$79	\$0	\$183	\$79	
114	Remonumentation Grant	\$23,309	\$15,590	\$35,150	\$3,749	(\$19,560)	
201	County Road	\$890,259	\$6,859,525	\$5,727,132	\$2,022,652	\$1,132,393	R
211	Community Projects	\$4,321	\$500	\$421	\$4,400	\$79	
215	Friend of the Court	\$31	\$359,341	\$359,372	\$0	(\$31)	F
217	Ambulance Millage	\$0	\$333,581	\$247,539	\$86,042	\$86,042	
220	Doris Reid Building	\$59,076	\$62,065	\$54,060	\$67,081	\$8,005	
226	Recycling	\$61,891	\$310,930	\$155,107	\$217,714	\$155,823	
230	Cellular Phone Flow Through	\$0	\$113,337	\$113,337	\$0	\$0	Z
231	CCE 911 4% Phone Surcharge	\$0	\$119,500	\$119,500	\$0	\$0	Z
234	DNR Forest Flow Through	\$0	\$5,162	\$5,162	\$0	\$0	Z
245	Public Improvement	\$6,041	\$0	\$0	\$6,041	\$0	
249	Building Department Fund	\$40,799	\$285,455	\$305,894	\$20,360	(\$20,439)	
256	Register of Deeds Automation	\$345,572	\$26,476	\$8,309	\$363,739	\$18,167	
258	Disaster Contingency	\$10,000	\$0	\$0	\$10,000	\$0	
260	Sheriff Work Crew Program	\$2,365	\$14,198	\$16,409	\$154	(\$2,211)	
262	Sheriff Special Projects	\$1,906	\$1,000	\$767	\$2,139	\$233	
263	ORV	\$1,763	\$0	\$0	\$1,763	\$0	
264	Local Corrections Officer Training	\$19,477	\$6,394	\$4,572	\$21,299	\$1,822	
266	D.A.R.E	\$3,399	\$0	\$469	\$2,930	(\$469)	
267	Drug Court	\$16,704	\$84,786	\$78,317	\$23,173	\$6,469	
268	Sobriety Court	\$8,717	\$7,440	\$3,049	\$13,108	\$4,391	
269	Law Library	\$0	\$10,009	\$9,226	\$783	\$783	F
270	Veterans Assistance	\$23,431	\$200	\$1,346	\$22,285	(\$1,146)	
276	SAYPA	\$0	\$141,649	\$56,516	\$85,133	\$85,133	
277	Senior Citizen Millage	\$92,194	\$668,089	\$463,185	\$297,098	\$204,904	

QUARTERLY FUND BALANCE REPORT FOR CHEBOYGAN COUNTY
AS OF 9/30/16
PREPARED BY - JAMES MANKO, ACCOUNTANT
REVIEWED BY - KARI KORTZ, FINANCE DIRECTOR

Fund	Fund Name	Beginning Fund Balance Per Audit	Year-to-Date Revenues	Year-to-Date Expenditures	Year-to-Date Fund Balance	Net Change in Fund Balance	
281	Housing Escrow	\$27,173	\$2,648	\$698	\$29,123	\$1,950	
283	Housing Grant	\$156,813	\$24,220	\$3,631	\$177,402	\$20,589	
289	Cheboygan Social Service	\$0	\$996	\$996	\$0	\$0	F
292	Child Care Welfare/Probate	\$54,172	\$687,068	\$678,489	\$62,751	\$8,579	
293	Soldier's Relief	\$0	\$2,823	\$2,823	\$0	\$0	F
294	Veterans Trust	\$198	\$9,366	\$8,489	\$1,075	\$877	
297	Senior Citizens/Busing	\$0	\$18,750	\$18,750	\$0	\$0	Z
299	DAV Van	\$600	\$0	\$0	\$600	\$0	
351	Inverness Sewer Project	\$5,349	\$216,179	\$216,175	\$5,353	\$4	
352	County Road Debt Service	\$307,510	\$162,149	\$187,520	\$282,139	(\$25,371)	R
401	Court House Preservation	\$0	\$170	\$21,403	(\$21,233)	(\$21,233)	A
418	DHS Building Fund	\$23,500	\$14,100	\$47	\$37,553	\$14,053	
422	Doris Reid Building Capital Project	\$6,005	\$0	\$41,211	(\$35,206)	(\$41,211)	A
430	Animal Control Capital Project	\$0	\$28,000	\$111,716	(\$83,716)	(\$83,716)	A
450	CCE 911 Development	\$299,178	\$14,800	\$14,800	\$299,178	\$0	
509	County Marina	\$1,422,308	\$379,158	\$350,506	\$1,450,960	\$28,652	
516	100% Tax Payment Fund	\$9,059,599	\$385,572	\$52,329	\$9,392,842	\$333,243	
517	Tax Foreclosure Fund	\$318,744	\$94,043	\$190,619	\$222,168	(\$96,576)	
561	County Fair	\$3,972	\$163,562	\$145,760	\$21,774	\$17,802	
588	Straits Regional Ride	\$89,701	\$698,241	\$712,440	\$75,502	(\$14,199)	
595	Jail Commissary Fund	\$15,808	\$108,406	\$92,181	\$32,033	\$16,225	
802	Revolving Drain Fund	\$100	\$0	\$0	\$100	\$0	
TOTALS		\$21,320,136	\$18,819,984	\$18,683,355	\$21,456,765	\$136,629	

- A Funded by an annual year end appropriation - fund balance will be positive at year end.
- Z Pass through account or reimbursement grant - fund should have a zero (\$0) fund balance.
- F Funded on an as needed basis - fund should have a zero (\$0) fund balance at the end of the year.
- R As recorded on the books of the County.

This entity does their own record keeping and trial balances are combined at year end for audit purposes.

Cheboygan County
Summary of Expenses by Category
Prepared as of 9/30/16
Prepared by James Manko - Accountant
Reviewed by Kari Kortz - Finance Director

Activity	Description	2015 AMENDED BUDGET	2015 ACTIVITY THRU 9/30/15	2016 AMENDED BUDGET	2016 ACTIVITY THRU 9/30/16	% Change From 2015 Budget to 2016 YTD Budget	% Change From 2015 YTD Activity to 2016 YTD Activity	2015 % of Total Activity	2016 % of Total Activity
700 Total	Uncategorized	8,818	0	10,778	0	22.23%	0.00%		
	Subtotal Uncategorized	8,818	0	10,778	0	22.23%	0.00%	0.00%	0.00%
703 Total	Wages	1,124,255	805,453	1,120,720	802,185	-0.31%	-0.41%		
704 Total	Wages	34,965	24,612	36,338	13,803	3.93%	-43.92%		
705 Total	Wages	7,982	7,911	10,262	9,894	28.56%	25.06%		
718 Total	Wages	3,524,514	2,567,364	3,596,335	2,591,885	2.04%	0.96%		
719 Total	Wages	44,860	29,779	22,184	15,209	-50.55%	-48.93%		
720 Total	Wages	21,604	20,952	22,095	19,980	2.27%	-4.64%		
724 Total	Wages	14,413	7,087	19,681	11,591	36.55%	63.56%		
	Subtotal Wages	4,772,593	3,463,157	4,827,615	3,464,545	1.15%	0.04%	44.76%	43.94%
706 Total	Per Diem	61,300	36,410	63,500	38,212	3.59%	4.95%		
	Subtotal Per Diem	61,300	36,410	63,500	38,212	3.59%	4.95%	0.47%	0.48%
712 Total	Fringe Benefits	2,332,742	1,685,183	2,336,289	1,657,538	0.15%	-1.64%		
717 Total	Cleaning Allowance	18,050	18,050	18,050	18,050	0.00%	0.00%		
721 Total	Rx Reimbursement	1,500	0	0	0	-100.00%	0.00%		
	Subtotal Fringe Benefits	2,352,292	1,703,233	2,354,339	1,675,588	0.09%	-1.62%	22.01%	21.25%
722 Total	Year-end Salary Adjustments (Accruals)	0	(295,533)	0	(101,211)	0.00%	-65.75%		
	Subtotal Year-end Salary Adjustments	0	(295,533)	0	(101,211)	0.00%	-65.75%	-3.82%	-1.28%
727 Total	Office Supplies	72,406	40,702	87,724	65,969	21.16%	62.08%		
728 Total	Printed Matter	1,000	0	1,000	0	0.00%	0.00%		
729 Total	Other Supplies	2,100	380	5,010	4,945	138.57%	1203.02%		
730 Total	Postage	75,071	51,946	69,653	47,424	-7.22%	-8.71%		
740 Total	Inmate Meals	255,722	174,187	256,000	184,553	0.11%	5.95%		
744 Total	Other Supplies	26,486	10,420	25,274	13,157	-4.58%	26.27%		
746 Total	Uniform Expense	7,829	5,452	9,050	7,346	15.60%	34.74%		
747 Total	Oil/Gas/Repairs	105,987	56,556	89,435	36,877	-15.62%	-34.80%		
748 Total	Periodicals	2,200	984	2,200	943	0.00%	-4.23%		
750 Total	Operating Supplies	430,762	323,072	430,762	323,072	0.00%	0.00%		
760 Total	Medical Supplies	40,174	33,737	49,485	28,562	23.18%	-15.34%		
775 Total	Janitorial Supplies	28,000	20,578	28,000	17,767	0.00%	-13.66%		
	Subtotal Supplies	1,047,736	718,013	1,053,593	730,615	0.56%	1.76%	9.28%	9.27%

Cheboygan County
Summary of Expenses by Category
Prepared as of 9/30/16
Prepared by James Manko - Accountant
Reviewed by Kari Kortz - Finance Director

Activity	Description	2015 AMENDED BUDGET	2015 ACTIVITY THRU 9/30/15	2016 AMENDED BUDGET	2016 ACTIVITY THRU 9/30/16	% Change From 2015 Budget to 2016 YTD Budget	% Change From 2015 YTD Activity to 2016 YTD Activity	2015 % of Total Activity	2016 % of Total Activity
802 Total	Professional and Contractual Services - Health	4,995	2,392	6,120	1,497	22.52%	-37.42%		
803 Total	Filing Fees	1,000	10	1,000	0	0.00%	-100.00%		
804 Total	Transcripts	8,844	2,837	9,400	1,472	6.28%	-48.13%		
805 Total	Jury Fees	20,725	16,060	22,725	16,905	9.65%	5.26%		
806 Total	Witness Fees	14,300	1,495	23,930	10,497	67.34%	602.07%		
809 Total	Appeals Fees	8,035	8,035	8,000	4,307	-0.44%	-46.39%		
810 Total	Professional/Contractual Services	202,924	144,784	232,063	178,425	14.36%	23.23%		
811 Total	Professional and Contractual Services - Janitorial	8,000	5,656	8,000	6,267	0.00%	10.81%		
812 Total	Extraditions	2,000	0	2,000	0	0.00%	0.00%		
825 Total	Professional/Contractual Services - Legal	317,153	213,721	305,738	208,936	-3.60%	-2.24%		
827 Total	Memberships and Subscriptions	49,293	39,963	49,249	39,655	-0.09%	-0.77%		
831 Total	Laundry	5,000	1,405	5,000	909	0.00%	-35.33%		
	Subtotal Professional and Contractual Services	642,661	436,751	673,225	468,870	4.76%	7.35%	5.64%	5.95%
833 Total	Veteran's Burial	13,500	3,300	13,500	6,140	0.00%	86.06%		
	Subtotal Veteran's Burial	13,500	3,300	13,500	6,140	0.00%	86.06%	0.04%	0.08%
835 Total	Health Services	352,479	262,116	371,483	273,646	5.39%	4.40%		
	Subtotal Health Services	352,479	262,116	371,483	273,646	5.39%	4.40%	3.39%	3.47%
837 Total	Other Welfare Services	112,616	83,996	111,995	83,996	-0.55%	0.00%		
	Subtotal Other Welfare Services	112,616	83,996	111,995	83,996	-0.55%	0.00%	1.09%	1.07%
846 Total	Uniform Expense	2,150	1,070	2,150	1,175	0.00%	9.87%		
	Subtotal Uniforms	2,150	1,070	2,150	1,175	0.00%	9.87%	0.01%	0.01%
852 Total	Utilities - Telephone	34,000	20,102	35,003	20,308	2.95%	1.03%		
	Subtotal Communications (Utilities)	34,000	20,102	35,003	20,308	2.95%	1.03%	0.26%	0.26%
863 Total	Travel/Lodging/Meals	55,875	31,578	59,210	33,362	5.97%	5.65%		
957 Total	Training/Education	28,300	13,649	29,714	13,118	5.00%	-3.89%		
	Subtotal Travel/Training	84,175	45,226	90,424	46,480	7.42%	2.77%	0.58%	0.59%
900 Total	Advertising	9,175	6,741	11,625	8,029	26.70%	19.11%		
	Subtotal Printing and Publishing	9,175	6,741	11,625	8,029	26.70%	19.11%	0.09%	0.10%
910 Total	Insurance	148,794	163,472	261,960	169,108	76.06%	3.45%		
	Subtotal Insurance	148,794	163,472	261,960	169,108	76.06%	3.45%	2.11%	2.14%
920 Total	Utilities	133,000	97,760	133,000	89,423	0.00%	-8.53%		
	Subtotal Utilities	133,000	97,760	133,000	89,423	0.00%	-8.53%	1.26%	1.13%

Cheboygan County
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Prepared by James Manko - Accountant
Reviewed by Kari Kortz - Finance Director

Activity	Description	2015 AMENDED BUDGET	2015 ACTIVITY THRU 9/30/15	2016 AMENDED BUDGET	2016 ACTIVITY THRU 9/30/16	% Change From 2015 Budget to 2016 YTD Budget	% Change From 2015 YTD Activity to 2016 YTD Activity	2015 % of Total Activity	2016 % of Total Activity
930 Total	Repairs and Maintenance	100,570	19,074	48,100	14,265	-52.17%	-25.21%		
934 Total	Repairs and Maintenance	40,000	18,946	39,255	18,476	-1.86%	-2.48%		
935 Total	Repairs and Maintenance	3,000	0	3,450	450	15.00%	100.00%		
936 Total	Repairs and Maintenance	33,000	15,352	33,000	16,189	0.00%	5.46%		
937 Total	Equipment Maintenance	20,000	11,704	20,500	12,876	2.50%	10.02%		
	Subtotal Repairs	196,570	65,075	144,305	62,258	-26.59%	-4.33%	0.84%	0.79%
949 Total	Rental Expense	4,725	3,739	4,725	3,685	0.00%	-1.46%		
950 Total	Equipment	47,275	17,916	24,817	9,603	-47.51%	-46.40%		
	Subtotal Rental	52,000	21,655	29,542	13,288	-43.19%	-38.64%	0.28%	0.17%
955 Total	Carried Forward Fund Equity	2,090	0	46,194	0	2110.45%	0.00%		
	Subtotal Carried Forward Fund Equity	2,090	0	46,194	0	2110.45%	0.00%	0.00%	0.00%
958 Total	Miscellaneous Expenses/Fees	9,345	7,110	9,854	7,588	5.45%	6.72%		
960 Total	Miscellaneous Expenses/Other Services	54,700	33,986	48,550	34,811	-11.24%	2.43%		
	Subtotal Miscellaneous Expense	68,845	45,896	58,459	42,453	-15.09%	-7.50%	0.59%	0.54%
903 Total	Appropriations	99,000	90,919	88,575	83,063	-10.53%	-8.64%		
904 Total	Appropriations	6,861	6,726	7,051	7,051	2.77%	4.83%		
961 Total	Appropriations	158,068	66,768	115,461	28,452	-26.96%	-57.39%		
963 Total	Appropriations	56,700	0	4,900	0	-91.36%	0.00%		
964 Total	Appropriations	136,725	89,932	115,300	67,298	-15.67%	-25.17%		
965 Total	Appropriations	685,227	391,037	715,888	349,173	4.47%	-10.71%		
966 Total	Appropriations	10,750	(6,644)	34,750	5,517	223.26%	-183.03%		
	Subtotal Appropriations	1,153,331	638,738	1,081,925	540,553	-6.19%	-15.37%	8.25%	6.86%
969 Total	Contingency	162,331	0	157,331	0	-3.08%	0.00%		
	Subtotal Contingency	162,331	0	157,331	0	-3.08%	0.00%	0.00%	0.00%
970 Total	Capital Outlay/Equipment	120,923	105,684	191,732	132,944	58.56%	25.79%		
975 Total	Maintenance/Equipment/Miscellaneous	12,015	7,323	12,000	4,955	-0.12%	-32.34%		
977 Total	Office Equipment/Furniture/Computers	174,496	105,067	170,021	113,195	-2.56%	7.74%		
	Subtotal Capital Outlay	307,434	218,074	373,753	251,094	21.57%	15.14%	2.82%	3.18%
999 Total	Transfer Out	76,905	2,402	46,828	0	-39.11%	-100.00%		
	Subtotal Transfer Out	76,905	2,402	46,828	0	-39.11%	-100.00%	0.03%	0.00%
Grand Total		11,794,795	7,737,656	11,952,526	7,884,569	1.34%	1.90%	100.00%	100.00%

Cheboygan County
Summary of Expenses by Category
Prepared as of 9/30/16
Prepared by James Manko - Accountant
Reviewed by Kari Kortz - Finance Director

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Fringe Benefit Detail

Health Insurance			758,493		730,746		-3.66%		
MERS and Administrator's Retirement			463,528		481,150		3.80%		
Longevity			18,030		17,470		-3.11%		
Opt-out			41,506		40,112		-3.36%		
FICA, Worker's Comp, MESC, LTD, Life Insurance, Deferred Comp Match			403,626		388,060		-3.86%		
712 Total	Fringe Benefits	2,332,742	1,685,183	2,336,289	1,657,538	0.15%	-1.64%		

Wage and Fringe	7,186,184	4,907,267	7,245,454	5,077,133	0.82%	3.46%	63.42%	64.39%
Supplies	1,047,736	718,013	1,053,593	730,615	0.56%	1.76%	9.28%	9.27%
Prof/Con Services	642,661	436,751	673,225	468,870	4.76%	7.35%	5.64%	5.95%
Appropriations and Transfers Out	1,153,331	638,738	1,081,925	540,553	-6.19%	-15.37%	8.28%	6.86%
Total Highlighted Categories	10,029,913	6,700,768	10,054,197	6,817,171	0.24%	1.74%	86.62%	86.46%
Remaining Categories	1,764,882	1,036,887	1,898,329	1,067,397	7.56%	2.94%	13.38%	13.54%
Grand Total	11,794,795	7,737,656	11,952,526	7,884,569	1.34%	1.90%	100.00%	100.00%

ADMINISTRATOR'S REPORT

11-8-16

BUDGET: Staff will review updated line item adjustments during the meeting. The complete final draft of the Budget will be distributed for the November 22, 2016 meeting, with the Public Hearing and adoption of the final Budget at the December 13, 2016 meeting.

TWP. ROAD PROJECT LOANS: Staff has received input from legal counsel and is now in the process of developing an application form for Townships to apply for road project funds. Staff will continue to work with legal counsel to develop an application form draft for Commission review.

JAIL EXPANSION STUDY: Staff will be meeting with Landmark Design Group next week to review preliminary plan alternatives for the kitchen and jail expansion project. Once the layout design is approved the consultant can continue with completing the project estimates. The preliminary project report is on schedule to be completed by the end of January.

REID BUILDING LEASE DHD: Staff has sent a proposed five year lease agreement to DHD #4 for the majority of the upper floor area of the Reid building. The proposed lease has no increase for 2017 and a 2% per year increase for each remaining year. Staff also has relayed the schedule for the continued renovation of the Health Department area to DHD #4 staff. Our objective is to have the renovation complete by September of 2017 contingent upon maintaining project budget. Currently staff and contractors are completing renovations along the north office area of the Health Department and have completed improvements to the Environmental Health Offices.

DEPARTMENT HEAD AGREEMENTS: Department Head Agreement renewals for the Community Development Director, Maintenance Superintendent and Straits Regional Ride Manager will be provided for approval at the December meeting.



Cheboygan County Board of Commissioners' Meeting

November 8, 2016

Title: Senior Millage Appropriation Agreements

Summary: Attached are the senior millage appropriation agreements with Cheboygan County Council on Aging, MSUE Project Fresh and Wawatam Area Seniors Citizens Inc. A notice of appropriation must be published in the local newspaper within 10 days after the agreements are approved by the Board. The statute authorizing the appropriations for senior citizen services requires this publication.

Financial Impact: Cheboygan County Council on Aging - \$560,975, MSUE Project Fresh - \$8,000 and Wawatam Seniors Inc. - \$59,892 respectively. To be funded by senior millage funds.

Recommendation:

1. Motion to approve the Senior Millage Appropriation Agreement for \$560,975 with Cheboygan County Council on Aging and authorize the Chairperson to sign.
2. Motion to approve the Senior Millage Appropriation Agreement for \$8,000 with MSUE Project Fresh and authorize the Chairperson to sign.
3. Motion to approve the Senior Millage Appropriation Agreement for \$59,892 with Wawatam Area Senior Center Inc. and authorize the Chairperson to sign.

Prepared by: Jeffery B. Lawson

Department: Administrative Offices

**AGREEMENT FOR SENIOR
MILLAGE APPROPRIATION**

THIS AGREEMENT is entered into to be effective December 1, 2016 between Cheboygan County, a Michigan political subdivision, whose address is 870 South Main Street, Cheboygan, Michigan 49721 (County) and Cheboygan County Council on Aging, a Michigan nonprofit corporation, whose address 1531 Sand Road, Cheboygan, Michigan 49721 (COA).

Recitals

- A. The electors of Cheboygan County previously approve an extra-voted millage proposal authorizing the County to levy up to .5 mill in the years 2014 through 2017, inclusive, for the purpose of providing funds for senior citizen services within Cheboygan County.
- B. Public Act 39 of the Public Acts of 1976, as amended, provides that it is a valid public purpose to provide services to older persons and authorizes a county to appropriate funds to private nonprofit corporations for the purposes of planning, coordinating, evaluating and providing services to older persons pursuant to a contract between the county and the nonprofit corporation.
- C. The COA is a nonprofit corporation under the laws of the State of Michigan for the purpose of providing services to senior citizens within Cheboygan County.
- D. The County desires to appropriate to COA a portion of the tax revenue collected as a result of the tax levy authorized above to be used by COA for the purpose of providing funds for the operation of the Cheboygan County Council on Aging programs.
- E. The parties, therefore, desire to formally establish the rights and duties of each in connection with the appropriation of the senior citizen millage by the County to the COA pursuant to this Agreement.

Agreement

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

- 1. The County shall during the term of this Agreement levy the millage approved by the county electors for senior citizen services in an amount to be determined by the Cheboygan County Board of Commissioners, up to the amount authorized by the electors, as may from time to time be rolled back pursuant to the Headlee Amendment.

2. The County shall during the term of this Agreement collect the above tax millage revenue and establish a fund known as the "Senior Citizen Millage Fund," and shall disperse revenue from that fund pursuant to state of Michigan guidelines.
3. The County shall during the term of this Agreement appropriate \$560,975 of the above tax millage revenue collected by the County as the result of the above millage levy to COA to be used solely for the purpose of the operation of the Cheboygan County Council on Aging programs. The appropriation shall be paid to COA in equal monthly installments, beginning in January, 2017 and ending in December, 2017.
4. All appropriations to be made under this Agreement shall be contingent on total senior millage availability, as determined by the County in the sole exercise of its discretion. In the event the total senior millage collected does not satisfy all senior millage appropriations under this Agreement or any other agreement, then the County shall have the right to adjust the appropriations under this Agreement to any level as determined by the County in the sole exercise of its discretion, or to terminate the Agreement.
5. The funds of the COA shall be audited on an annual basis during the term of this Agreement in accordance with Public Act 621 of 1978, the Uniform Budgeting & Accounting Act, as amended. A copy of each audit report shall be provided to the County upon completion, and if not provided previously, shall be provided to the County at the time of the COA's application for senior millage revenue for the next year.
6. On or before July 1, 2017 the COA shall provide the County with a written report specifying how the senior millage revenue appropriated for the current year is being spent.
7. On or before September 30, 2017 the COA shall provide the County with a written report forecasting the anticipated needs for senior millage revenue in the next year. At the time this report is submitted, the COA shall submit a balanced budget for the next fiscal year.
8. During the term of this Agreement the COA shall provide to the County's administrative office copies of the minutes of all regular and special meetings of the COA's board of directors.
9. During the term of this Agreement the COA shall provide to the County's board liaison member the same written notice for all regular and special meetings of the COA's board of directors that are given to the COA's board members.

10. The term of this Agreement shall commence on December 1, 2016 and shall end with the monthly payment in December, 2017, regardless of the date(s) this Agreement is signed by the parties.

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

CHEBOYGAN COUNTY

CHEBOYGAN COUNTY COUNCIL ON AGING

By: _____
Peter Redmond

By: _____
Nancy Lavigne

Its: Chairperson

Its: Vice President

AGREEMENT FOR SENIOR MILLAGE APPROPRIATION

THIS AGREEMENT is entered into to be deemed effective December 1, 2016 between Cheboygan County, a Michigan political subdivision, whose address is 870 South Main Street, Cheboygan, Michigan 48721 (County) and Wawatam Area Senior Citizens, Inc., a Michigan nonprofit corporation, whose address is 205 Cedar Street, Mackinaw City, Michigan 49701 (Wawatam).

Recitals

- A. The electors of Cheboygan County previously approve an extra-voted millage proposal authorizing the County to levy up to .5 mill in the years 2014 through 2017, inclusive, for the purpose of providing funds for senior citizen services within Cheboygan County.
- B. Public Act 39 of the Public Acts of 1976, as amended, provides that it is a valid public purpose to provide services to older persons and authorizes a county to appropriate funds to public or private nonprofit corporations or organizations for the purposes of planning, coordinating, evaluating and providing services to older persons pursuant to a contract between the county and the nonprofit organization.
- C. Wawatam is a nonprofit corporation under the laws of the State of Michigan, which was incorporated for the purpose of providing services to senior citizens, including those senior citizens who reside within the Mackinaw City area of Cheboygan County.
- D. The County desires to appropriate to Wawatam a portion of the tax revenue collected as a result of the tax levy authorized above to be used by Wawatam for the purpose of providing services to senior citizens within the Mackinaw City area of Cheboygan County.
- E. The parties, therefore, desire to formally establish the rights and duties of each in connection with the appropriation of the senior citizen millage by the County to Wawatam pursuant to this Agreement.

Agreement

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

- 1. The County shall during the term of this Agreement levy the millage approved by the county electors for senior citizen services in an amount to be determined by

the Cheboygan County Board of Commissioners, up to the amount authorized by the electors, as may from time to time be rolled back pursuant to the Headlee Amendment.

2. The County shall during the term of this Agreement collect the above tax millage revenue and establish a fund known as the "Senior Citizen Millage Fund," and shall disperse revenue from that fund pursuant to State of Michigan guidelines.
3. The County shall during the term of this Agreement appropriate \$59,892 of the above tax millage revenue collected by the County as the result of the above millage levy to Wawatam to be used solely as provided in this Agreement. The appropriation shall be paid to Wawatam in equal monthly installments, beginning in January, 2017 and ending in December, 2017.
4. All appropriations to be made under this Agreement shall be contingent on total senior millage availability, as determined by the County in the sole exercise of its discretion. In the event the total senior millage collected does not satisfy all senior millage appropriations under this Agreement or any other agreement, then the County shall have the right to adjust the appropriations under this Agreement to any level as determined by the County in the sole exercise of its discretion, or to terminate the Agreement.
5. The funds of Wawatam shall be audited on an annual basis during the term of this Agreement in accordance with Public Act 621 of 1978, the Uniform Budgeting & Accounting Act, as amended. A copy of each audit report shall be provided to the County upon completion, and if not provided previously, shall be provided to the County at the time of Wawatam's application for senior millage revenue for the next year.
6. On or before July 1, 2017 Wawatam shall provide the County with a written report specifying how the senior millage revenue appropriated for the current year is being spent.
7. On or before September 30, 2017 Wawatam shall provide the County with a written report forecasting the anticipated needs for senior millage revenue in the next year.
8. The term of this Agreement shall commence on December 1, 2016 and shall end with the monthly payment in December, 2017, regardless of the date(s) this Agreement is signed by the parties.

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

CHEBOYGAN COUNTY

WAWATAM AREA SENIOR
CITIZENS, INC.

By: _____
Peter Redmond

By: _____
Ervin R. Barrett

Its: Chairperson

Its: Vice President

AGREEMENT FOR SENIOR MILLAGE APPROPRIATION

THIS AGREEMENT is entered into to be effective December 1, 2016 between Cheboygan County, a Michigan political subdivision, whose address is 870 South Main Street, Cheboygan, Michigan 49721 (County) and Michigan State University Extension, a nonprofit organization existing under federal and state law, whose local address is 825 S. Huron St., Suite #5, Cheboygan, Michigan 49721 (MSUE).

Recitals

- A. The electors of Cheboygan County previously approve an extra-voted millage proposal authorizing the County to levy up to .5 mill in the years 2014 through 2017, inclusive, for the purpose of providing funds for senior citizen services within Cheboygan County.
- B. Public Act 39 of the Public Acts of 1976, as amended, provides that it is a valid public purpose to provide services to older persons and authorizes a county to appropriate funds to private nonprofit corporations for the purposes of planning, coordinating, evaluating and providing services to older persons pursuant to a contract between the county and the nonprofit corporation.
- C. The MSUE is a nonprofit organization existing under federal and state law. One of the programs offered by MSUE is the Project Fresh Program, which provides coupons to low-income seniors within Cheboygan County to redeem at local farmers markets.
- D. The County desires to appropriate to MSUE a portion of the tax revenue collected as a result of the tax levy authorized above to be used by MSUE for the purpose of providing funds for the Project Fresh Program within Cheboygan County.
- E. The parties, therefore, desire to formally establish the rights and duties of each in connection with the appropriation of the senior citizen millage by the County to the MSUE pursuant to this Agreement.

Agreement

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

- 1. The County shall during the term of this Agreement levy the millage approved by the county electors for senior citizen services in an amount to be determined by the Cheboygan County Board of Commissioners, up to the amount authorized by

the electors, as may from time to time be rolled back pursuant to the Headlee Amendment.

2. The County shall during the term of this Agreement collect the above tax millage revenue and establish a fund known as the "Senior Citizen Millage Fund," and shall disperse revenue from that fund pursuant to state of Michigan guidelines.
3. The County shall during the term of this Agreement appropriate \$8,000 of the above tax millage revenue collected by the County as the result of the above millage levy to MSUE to be used solely for the purpose of the Project Fresh Program within Cheboygan County. The appropriation shall be paid to MSUE in a lump sum in April, 2017.
4. The tax millage revenue paid by the County under paragraph 3 above shall be audited as part of any MSUE audit on an annual basis during the term of this Agreement in accordance with Public Act 621 of 1978, the Uniform Budgeting & Accounting Act, as amended. A copy of each applicable audit report shall be provided to the County upon completion.
5. On or before July 1, 2017 MSUE shall provide the County with a written report specifying how the senior millage revenue appropriated for the current year is being spent.
6. On or before September 30, 2017 MSUE shall provide the County with a written report forecasting the anticipated needs for senior millage revenue in the next year.
7. The term of this Agreement shall commence on December 1, 2016 and shall end December 1, 2017, regardless of the date(s) this Agreement is signed by the parties.

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

CHEBOYGAN COUNTY

MICHIGAN STATE UNIVERSITY
EXTENSION

By: _____
Peter Redmond

By: _____
Lisa Anderson

Its: Chairperson

Its: District #14 Coordinator