



Otsego County Board of Commissioners

225 West Main Street • Gaylord, Michigan 49735

989-731-7520 • Fax 989-731-7529

NOTICE OF MEETING

The Otsego County Board of Commissioners will hold a regular meeting on Tuesday, July 28, 2015 beginning at 9:30 a.m., at the County Building at 225 W. Main Street, Room 100, Gaylord, Michigan 49735.

AGENDA

Call to Order

Invocation

Pledge of Allegiance

Roll Call

Approval of Regular Minutes of July 14, 2015 w/attachments

Consent Agenda

A. Parks and Recreation Recommendation

1. Community Center Monitor Job Description Update - Motion to Approve

B. FY 2015 Administration Budget Amendment - Motion to Approve

C. FY 2015 Foreclosure Fund Budget Amendment - Motion to Approve

D. FY 2015 General Fund Contingency (Website) Budget Amendment - Motion to Approve

Administrator's Report

Special Presentations

A. Health Department - Linda Yaroch

B. Auditor's Report - Annette Eustice from Rehmann Robson

Department Head Report

A. Finance Update - Rachel Frisch, Finance Director/Assistant Administrator

City Liaison, Township & Village Representatives

Correspondence

New Business

A. Financials

1. July 21, 2015 Warrant

2. July 28, 2015 Warrant

B. Other Business

Public Comment

Board Remarks, Announcements, and Informal Discussions

Adjournment

July 14, 2015

The regular meeting of the Otsego County Board of Commissioners was held at the County Building, 225 West Main St., Room 100. The meeting was called to order at 9:30 a.m. by Vice-Chairman Doug Johnson. Invocation by Commissioner Julie Powers-Gehman, followed by the Pledge of Allegiance led by Ken Glasser.

Roll Call:

Present: Julie Powers-Gehman, Paul Beachnau, Paul Liss, Lee Olsen, Erma Backenstose, Ken Glasser, Doug Johnson, Bruce Brown.

Excused: Ken Borton.

Motion by Commissioner Paul Liss, to approve the regular minutes of June 23, 2015 with attachments Ayes: Unanimous. Motion carried.

Consent Agenda:

Motion to approve the Courthouse Technologies Agreement and Budget Amendment. Ayes: Unanimous. Motion carried. (see attached)

Motion to approve the Land Use Services inspector contract with Mark Raymond. Ayes: Unanimous. Motion carried. (see attached)

Motion to approve the Otsego Conservation District Recycling agreement renewal. Ayes: Unanimous. Motion carried. (see attached)

Administrator's Report:

John Burt reported on the Community Center renovations; Courthouse plaza project; EMS expansion bids received; 2016 Airshow; Medical examiner offices; Groen Nature preserve cleanup.

Motion by Commissioner Lee Olsen, to approve moving forward with planning for the 2016 Air Show and to authorize the Administrator to approve agreements for the Air Show. Ayes: Unanimous. Motion carried.

Motion by Commissioner Lee Olsen, to authorize a budget amendment in the amount of \$30,000 for the renovation of space at the EMS building to be used as Medical Examiner storage room and an office to be funded from the Delinquent Tax Fund (fund 516). Ayes: Unanimous. Motion carried. (see attached)

Motion by Commissioner Ken Glasser, to approve the Groen Nature Preserve Capital Projects (Fund 494) budget amendment in the amount of \$9,000 as presented. Ayes: Unanimous. Motion carried. (see attached)

Department Head Report:

Mike Rola reported on the Prosecutor's office.
Diann Axford reported on the Treasurer's office.

Committee Reports:

Motion by Commissioner Paul Liss, to approve the bus contracts with the Commission on Aging; Crossroads Industries; and the two contracts with the Cheboygan Otsego Presque Isle Education School District. Ayes: Unanimous. Motion carried. (see attached)

City Liaison, Township and Village Representative: None.

Correspondence:

Commissioner Lee Olsen received information from NEMCOG.

New Business:

Motion by Commissioner Paul Beachnau, to approve the June 30, 2015 Warrant in the amount of \$79,901.11. Ayes: Unanimous. Motion carried.

Motion by Commissioner Julie Powers-Gehman, to approve the July 7, 2015 Warrant in the amount of \$90,955.55. Ayes: Unanimous. Motion carried.

Motion by Commissioner Lee Olsen, to approve the Jul 14, 2015 Warrant in the amount of \$318,466.74. Ayes: Unanimous. Motion carried.

Motion by Commissioner Erma Backenstose, to award Bid 2015-03 to Earthworks as the low bidder at \$30,575 for the demolition of foreclosed properties along with any associated budget amendment in the amount of \$32,000 with funds to come from the Tax Foreclosure Fund. Ayes: Unanimous. Motion carried. (see attached)

Public Comment:

Vice-Chairman Doug Johnson opened up the meeting for public comment.

Board Remarks:

Commissioner Erma Backenstose reported the Otsego Lake Township meeting is July 16th.

Commissioner Paul Liss reported on the Corwith Township Hall Construction progress; Trail head progress.

Commissioner Bruce Brown had no report.

Commissioner Ken Glasser had no report.

Commissioner Paul Beachnau reported on the Alpenfest; Commended John, Rachel and staff for budget meeting held; City Council meeting.

Commissioner Julie Powers-Gehman reported on the City Council meeting.

Commissioner Lee Olsen commended John, Rachel and staff for budget meeting held; Thanked everyone for the get well wishes.

Commissioner Doug Johnson reported on the Parks and Recreation meeting.

Meeting adjourned at 10:37 a.m.

Douglas C. Johnson, Vice-Chairman

Susan I. DeFeyter, Otsego County Clerk



- o If the number of documents actually produced annually with SummonsDirect (the "Actual"), exceeds the Annual Estimate, Courthouse Technologies will charge you for each additional document printed in excess of the Annual Estimate at the per summons rate described below under Project Charges. Those charges will be billed monthly after you reach the Annual Estimate and continue month to month until the end of the annual term. The Actual will then become the new Annual Estimate for the next annual term.
- o If the Actual is lower than the Annual Estimate, Courthouse Technologies will credit you the difference between the Actual and the Annual Estimate at the per summons rate described below under Project Charges unless the Actual is lower than the Annual Estimate by 25% or more. In the event the Actual is lower than the Annual Estimate by 25% or more, Courthouse Technologies will adjust the Annual Charges for SummonsDirect according to our then prevailing, published rates at the volume of the Actual. The Actual will then become the Annual Estimate for the foregoing annual term. If the total revised charges are less than the total charges you paid for SummonsDirect based on your original Annual Estimate, Courthouse Technologies will credit you the difference between the total revised charges and the amount you paid based on your original Annual Estimate, and,
- Provide the following Required Third-Party Products:
 - o SAP Crystal Reports Viewer for Visual Studio .Net for use in connection with Courthouse JMS;
 - o Microsoft .Net Framework 4.X for use in connection with Courthouse JMS;
- Provide the following Other Third-Party Products:
 - o SAP Crystal Reports 2008 (single seat license) for use with Courthouse JMS reports.
- Provide the following CMT Services:
 - o provide an expert jury management consulting resource to conduct a Business Requirements Review (by phone) with the Court's appointed user-committee to gather configuration and reporting information from all included parties and to ensure that all required functionality is included in Courthouse JMS;
 - o provide project management services to coordinate all aspects of the project;

COURTHOUSE TECHNOLOGIES



- o provide 1 iteration of a consolidated, implementation-wide jury summons design, free of charge - subsequent design iterations will be billed at OFIT's published, prevailing rates;
- o use a formalized change request to provide flexibility during development iterations and to manage the scope of the project which may include, but is not limited to, requests for additional development;
- o pipeline source list data from the Customer's current jury management system to the Courthouse JMS database or install a new source list - active data from the legacy jury management will be transferred to the JMS database only as mutually agreed;
- o provide an expert Courthouse JMS installation resource to work with Customer staff on installation of Courthouse JMS in a training and a production environment;
- o provide a 2-day training session to the Customer's staff at a location to be determined;
- o provide training and support materials including an electronic Installation and Administration Guide, a paper and electronic Quick Reference Guide, and an electronic full Reference Manual;
- o provide an expert jury management "go-live" support resource (2 days) at Customer's first "live" location during the first days that jurors report under the new system. This will be connection with the other Counties using the system under the same implementation;
- o provide 24X7 customer support by telephone, email, and WWW through our Annual Support program with Court's "first-line" of support, which services will commence immediately upon completion of training;
- o provide warranty service wherein we will remedy (at our expense) any deficiencies with the software identified for its lifetime; and,



In consideration of the above, the Customer agrees to:

- Appoint a project leader to act as the single point of contact with CHT;
- Appoint a user-committee who will participate in the Business Requirements Review and who will assist CHT and the project leader to gather configuration and reporting information and to ensure that all required functionality is included in Courthouse JMS;
- Engage in the use of Courthouse JMS and its peripheral products and services in connection with any other county installed on Berrien County's environment in a similar, unified method. This includes training, support, and business requirements review;
- Assist CHT with project planning including creating a project timeline, and an implementation plan;
- Provide support personnel to provide "first-line" support as an initial point of contact for any support issues or questions. This staff will be in contact with CHT Support personnel;
- From time to time provide the assistance of the Customer's IT personnel;
- Provide CHT with remote (VPN/remote desktop) access to Customer servers to assist with system installation and configuration if necessary;
- Provide all required computer hardware, communications hardware, cabling, operating system software, database software, and other software for premise connectivity;
- At the Customer's sole option, license and install the following optional Third Party Software for use in connection with the CHT Software:
 - o Google Maps API key; and,
 - o Skype for Windows;
- Promptly pay all subscription fees at the commencement of this project.
- Subscribe to use these products and services for a minimum of five years at the stated price.



Subscription Project Costs

Description	Annual Charges
Site Subscription: Courthouse JMS	Included
Annual Support for ALL Items used	Included
Business Requirements Review	Included
Project Management	Included
Installation	Included
Source List Conversion	Included
Training (max 10 persons) ¹	Included
"Go-Live" Support ¹	Included
Site Subscription: Courthouse eResponse	Included
Site Subscription: Courthouse IVR	Included
IP-Based Phone Number	Included
Site Subscription: Courthouse IDS	Included
Pegasus Imaging License	Included
System tailoring and setup (maximum 20 hours)	Included
Site Subscription: Courthouse SMS (Max 10,000/year)	Included
Site Subscription: Summons-Direct	Included
Summons/Questionnaire Self-Mailer Forms:	Included
Qty. 6,000 (estimated annual supply)	Included
Initial form design and setup	Included
NCOA Data-Cleansing	Included
CASS Certification	Included
Form Production (1 side color/1 grayscale - 1 side dynamic Info) Standard Template	Included
1 Perforation and Folding	Included
Imaging and Printing of Summons/Questionnaire	Included
Tabling	Included
Mail preparation	Included
Use of Web Services for SummonsDirect	Included
Total Cost per questionnaire/summons (excludes postage)	\$2.60²

¹ Excludes Travel Fees of \$1,600

² Subscription is for a minimum of 5 years

Courthouse Technologies, Ltd.
Software Subscription and Service Agreement

The Otsago County Circuit Court, MI (the "Customer") and Courthouse Technologies, Ltd. ("CHT") agree that the terms of this Agreement and the Attachments hereto (which Attachments are incorporated by reference to this Agreement) form the complete and exclusive statement of the agreement between the parties and supercedes any prior oral or written communications between the parties relating to the subject matter of this Agreement.

The Customer accepts the terms of these documents by 1) signing the Agreement, 2) using the products and services provided in respect of this Agreement, or allowing others to do so, or 3) making any payment in respect of this Agreement. Additional or different terms in any written communication from the Customer (such as an order) are void.

Any references to the "CHT Customer Agreement" or "this Agreement" indicated in Attachment shall be to this Software Subscription and Service Agreement together with the Attachment and all Exhibits (as such term is defined in the Attachment).

Courthouse Technologies, Ltd.
#201 157 Water Street
Vancouver, BC V6B 1A7
Canada
Facsimile No: (604) 685-2991

Otsago County Circuit Court
800 Livingston Blvd., Suite 3B
Gaylord MI 49735
U.S.A
Facsimile No: (989) 731-0231

Name: Scott Kerr
Title: President

Date: _____

Name:
Title:

Date: _____

TERMS AND CONDITIONS

1. CHT Software, Supplied Products, and Services - Definitions

1.1. **CHT Software.** The term "CHT Software" means the computer programs in machine-readable, object code form that are licensed by CHT to Customer as provided for in this Agreement, which CHT Software does not include "Supplied Products" being third party software that is separately licensed to Customer by the third party provider thereof but, for the purposes of this Agreement, as appropriate, the term CHT Software shall include all manuals and other documentary materials provided to Customer by CHT hereunder.

1.2. **Services.** The term "Services" means those system support services that CHT delivers or otherwise makes available to the Customer including those Services that are standard to all customers or customized to Customer specific requirements.

1.3. **CHT Deliverables.** The "CHT Deliverables" are collectively the CHT Software, Supplied Products, and Services that CHT agrees to provide to the Customer. The CHT Deliverables as well as CHT's responsibilities and performance period are described in "Exhibits" which include but are not limited to statements of work, supplements, schedules, addenda, and change authorizations, which are also part of this Agreement. If there is a conflict among the terms in the various documents, those of an Exhibit prevail over those of this Agreement.

1.4. **Customer Materials.** The term "Customer Materials" means, collectively, any materials or information including, but not limited to, customer data, software programs, database designs, documentation, reports, drawings and similar works that the Customer may own or license from third parties and that the Customer provides to CHT for the purpose of performing the Services.

2. Charges and Payment

2.1. All fees and charges including Subscription Fees are described in Exhibit A, "Statement of Work". Charges for Services, Supplied Products, or changes to the CHT Software, not described in Exhibit A, if any, shall be charged at CHT's prevailing, published rates.

2.2. All Annual Charges as set out above are payable upon the delivery of the CHT Software at the commencement of this project. Thereafter, Annual Charges are payable on the anniversary date of delivery of the CHT Software. All charges as set out above are payable within thirty days of receipt of an Invoice from CHT. All duties, sales, use and personal property taxes, or similar charges, excluding those based on CHT's net income, upon any transaction under this Agreement, will be in addition to the fees and shall be paid by Customer as specified in the Invoice. Unless CHT specifies otherwise, all amounts are in United States Dollars (US\$).

3. Grant of License

3.1 Subject to the terms and conditions of this Agreement and compliance therewith by Customer, CHT hereby grants to the Customer a non-exclusive,

nontransferable, license to access and use the CHT Software. The CHT Software is licensed to Customer on a County-wide subscription basis. Except as otherwise provided in this Agreement, the Customer will not, by itself or through any affiliate, agent or third party, directly or indirectly:

- 3.1.1. reverse engineer, decompile, disassemble alter or tamper with the CHT Software, in whole or in part, or otherwise obtain or attempt to obtain the source code for the CHT Software;
 - 3.1.2. sell, lease, loan, exhibit, donate or otherwise transfer any CHT Deliverables or allow access to the CHT Software by any party;
 - 3.1.3. permit any party to benefit from the use or functionality of the CHT Software via a timesharing, service bureau or other arrangement;
 - 3.1.4. transfer any of the rights granted to Customer under this Agreement or license granted hereunder including without limitation, by way of sublicense; or
 - 3.1.5. obscure, remove or alter any of the trademarks, trade names, logos, patent or copyright notices or other confidential or proprietary notices or legends on or encoded in the CHT Software or otherwise on the CHT Software.
- 3.2 The Customer warrants to CHT that the Customer is the proper corporate and legal authority to provide Customer Materials and that the provision of Customer Materials to CHT does not infringe on a patent or copyright or violate any trade secret or license or other trade agreement of any third party.
- 3.3 CHT shall have the right to periodically conduct audits at the site of Customer upon reasonable advance written notice to verify the Customer's compliance with the terms of this Agreement.
- 3.4 The CHT Deliverables provided hereunder and, where applicable, all copies thereof, are proprietary to CHT and title thereto remains in CHT. Other than the rights in and to the CHT Deliverables granted to Customer under this Agreement, Customer acquires no rights in the CHT Deliverables, or any part thereof, including without limitation, any patents, copyrights, trademarks, trade secrets or other intellectual property embodied therein. Customer acknowledges that CHT claims that the CHT Deliverables contain valuable proprietary information and trade secrets developed by CHT. All rights not expressly granted to Customer under this Agreement are reserved by CHT and or its licensors.
- 3.5 Customer shall be responsible for entering into and complying with the terms of all license agreements with third party suppliers in connection with the Supplied Products.

4. Term and Termination

The term of this Agreement, the "Term", and the license set forth in paragraph 3 shall commence on the date of this Agreement and shall continue for a period of five (5) years in accordance with the following provisions.

- 4.1 At any time during the Term, the Customer may elect to purchase the CHT Software at CHT's prevailing, published rates;
- 4.2 Upon the conclusion of the Term, the Customer may elect to renew the Subscription for an additional term at CHT's then prevailing, published rates;
- 4.3 CHT may terminate this Agreement and the license of the CHT Software!
 - 4.3.1 If the Customer defaults in the performance of or compliance with any of its obligations under this Agreement other than those set out in section 4.1.3 below, and such default is not remedied or cured within thirty (30) days after CHT delivers notice specifying the default; or
 - 4.3.2 Immediately if the Customer files a petition in bankruptcy or under any insolvency act; makes an assignment for the benefit of its creditors; consents to the appointment of a receiver of itself or of the whole or any substantial part of its property; is adjudicated as bankrupt; files a petition or answer seeking reorganization or arrangement under applicable bankruptcy laws or any other applicable law or statute; becomes subject to a final order, judgment or decree appointing a receiver of Customer; or if the Customer ceases to conduct business in the normal course; or
 - 4.3.3 Immediately if Customer fails, intentionally or unintentionally to abide by the restricted use or confidentiality provisions of this Agreement or exceeds the scope of the license granted hereunder.
- 4.4 CHT may also terminate this Agreement pursuant to section 6.3.
- 4.5 Customer may terminate this Agreement:
 - 4.5.1 Immediately if CHT files a petition in bankruptcy or a petition to take advantage of any insolvency act; makes an assignment for the benefit of its creditors; consents to the appointment of a receiver of itself or of the whole or any substantial part of its property; is adjudicated as bankrupt; files a petition or answer seeking reorganization or arrangement under the bankruptcy laws or any other applicable law or statute; becomes subject to a final order, judgment or decree appointing a receiver of CHT seeking reorganization or arrangement of CHT under the bankruptcy laws or any other applicable law or statute; or ceases to conduct business in the normal course; or
 - 4.5.2 CHT commits a breach of this Agreement, unless CHT cures the breach within thirty (30) days after delivery of the notice of breach by Customer to CHT.
 - 4.5.3 **TERMINATION DUE TO CHANGE IN AVAILABILITY OF STATE SYSTEM.** This Contract will terminate without penalty, in the sole discretion of the Court, in the event the State of Michigan makes available the Courthouse Technologies' Jury Management System at a lower cost than provided herein. In this event, the Court will give the Contractor at least thirty (30) days written notice which sets forth the effective date of the termination

and explains that the termination is due to the State of Michigan making the system available at a lower cost.

- 4.6 Upon termination of this Agreement for whatever reason the license granted pursuant to paragraph 3 hereunder shall immediately terminate. The Customer shall immediately cease use of the CHT Software and destroy (and in writing certify such destruction) or return to CHT all copies of the CHT Software then in the Customer's possession or control within five (5) days after termination, and, unless termination is as a result of the provisions of section 4.2, shall immediately pay CHT all outstanding fees then owing under this Agreement.

5 Force Majeure

CHT and Customer shall not be liable in damages or have the right to terminate this Agreement for any delay or default in performance under this Agreement if such delay or default is caused by conditions beyond that party's reasonable control including, but not limited to Acts of God, Government restrictions (including the denial or cancellation of any export or other necessary license) strikes, labor disputes, war, missile attacks, civil commotion, accidents, explosions, falling aircraft, equipment deliveries, shortages of materials, labor or transportation, failure of suppliers, subcontractors, and carriers, or party to substantially meet its performance obligations under this Agreement.

6 Patent and Copyright Matters

6.1 The Customer will promptly notify CHT of any claim or suit involving the Customer in which infringement is alleged and cooperates fully with CHT and permits CHT to control completely the defense, settlement or compromise of any such allegation of infringement.

6.2 CHT shall have no liability to the Customer with respect to any claim of patent or copyright infringement or violation of any trade secret or license or other trade agreement, which is based upon the combination, or utilization of the CHT Deliverables with Customer Materials or which arise out of the Supplied Products or any breach by Customer of third party license for such Supplied Products. The Customer agrees, notwithstanding any other provision of this Agreement, to defend, at its own expense, any action brought against CHT based on a claim that the combination or utilization of the CHT Deliverables furnished hereunder with Customer Materials infringes a United States patent or copyright or violates the terms of any license or other third party agreement, and the Customer will pay those costs and damages finally awarded against CHT in any such claim. In any claim against CHT, or a claim against Customer (the "Claimee"), the Claimee will notify the other party promptly regarding the circumstances of the claim.

6.3 If after final adjudication, the CHT Software is found to be infringing of any third party intellectual property right, then CHT will have the right, at its option, to:

- 6.3.1 alter the CHT Software to make it non-infringing, provided that such altered non-infringing software will fulfill substantially the same function as the CHT Software fulfilled prior to such alteration;
- 6.3.2 obtain a third party license or settlement for the continued use by the Customer of such infringing CHT Software; or
- 6.3.3 terminate this Agreement and the license granted hereunder, provided that, in the case of termination, CHT agrees that it will refund to Customer all one-time fees paid by Customer to CHT pursuant to section 2.1.

7 Confidentiality

The Customer acknowledges that the CHT Deliverables contain valuable trade secrets of CHT. CHT developed the CHT Deliverables through the expenditure of substantial time, effort and money. CHT wishes to, and the Customer agrees to, maintain in strict confidence and withhold from disclosure to unauthorized persons any data or information concerning the CHT Software. The Customer hereby agrees that the CHT Software and any information, knowledge and factual data related to the CHT Software which may be imparted to the Customer by CHT at any time, or from time to time, will not be copied (except one back-up copy of the CHT Software is permitted) or communicated to any third party, except for information required by employees of the Customer for use only in performing their duties on behalf of the Customer and which is to be retained in confidence by such employees. This Agreement creates in the Customer a license to obtain and utilize the CHT Software for the limited purposes provided herein, but confers no right, title or interest in or to the CHT Software, which title shall continue to vest solely in CHT.

8 Warranty, Exclusion of Warranties

8.1 CHT warrants to the Customer that it has the right to license the CHT Software to the Customer as contemplated herein. The sole remedy of the Customer with respect to this warranty is as set out in section 6.3.

8.2 CHT warrants that the delivered software will function in accordance with the specifications described in the Exhibits that form part of this Agreement.

8.3 In the event of significant malfunction of the CHT Software, provided that the Customer promptly notifies CHT hereof, CHT will use all commercially reasonable efforts to correct any fault occurring in the CHT Software, other than faults caused by the intentional or negligent acts of the Customer or the Customer's employees or independent contractors, or by the malfunction of the Customer's equipment, or Customer Materials.

8.4 THE ABOVE WARRANTIES ARE IN LIEU OF ALL OTHER WARRANTIES EXPRESS OR IMPLIED, AND CHT EXPRESSLY DISCLAIMS ALL OTHER WARRANTIES WITH RESPECT TO THE CHT DELIVERABLES INCLUDING, WITHOUT LIMITATION THE IMPLIED WARRANTIES OF MERCHANTABILITY, FITNESS FOR A PARTICULAR PURPOSE, NON-INFRINGEMENT AND TITLE AND ANY WARRANTIES ARISING FROM A COURSE OF DEALING, USAGE OR TRADE PRACTICE. CHT DOES NOT WARRANT THAT THE FUNCTIONS CONTAINED IN THE CHT SOFTWARE WILL MEET CUSTOMER REQUIREMENTS OR THAT THE OPERATION OF THE CHT SOFTWARE WILL BE UNINTERRUPTED OR ERROR FREE. THE ENTIRE RISK AS TO THE QUALITY AND PERFORMANCE OF THE CHT SOFTWARE IS WITH CUSTOMER. THE REMEDIES PROVIDED FOR IN THIS AGREEMENT ARE THE CUSTOMER'S SOLE AND EXCLUSIVE REMEDIES.

9 Limitation of Liability

In no event shall CHT be liable, whether based on breach of warranty or contract, in tort or strict liability or otherwise, for (a) any damages arising from performance or nonperformance of the CHT Software, (b) any lost profits, loss of use, or other consequential or incidental damages, even if CHT has been advised of the possibility of such damage, or (c) any claim against the Customer by any other party with

respect to infringement of the rights of others. In no event shall CHT's liability to the Customer for any cause related to this Agreement or the CHT Software exceed the license fee paid by the Customer to CHT pursuant to this Agreement.

10 Independent Contractor/Personnel

CHT, in the performance of this Agreement, is acting as an independent contractor and both parties assume full responsibility for their acts and for compliance with any applicable employment, tax laws and with respect to employees. Without limiting the generality of the foregoing, each party is responsible for the supervision, direction, and control of their respective personnel. CHT reserves the right to determine the assignment of its personnel. CHT may subcontract a Service, or any part of it, to subcontractors selected by CHT.

11 Severability

In the event any term of this Agreement be declared void or unenforceable by any court of competent jurisdiction, such declaration shall have no effect on the remaining terms hereof and such remaining provisions shall be valid, legal and enforceable.

12 Entire Agreement

This Agreement constitutes the entire understanding of the relationship between the parties. No prior or contemporaneous representation or agreement outside of this Agreement shall have any effect whatsoever on the terms hereof.

13. No Assignment

This Agreement may not be assigned by the Customer without the prior written consent of CHT.

14. Notices

All notices required or permitted under this Agreement will be in writing and sent to the other party at the address specified below or to such other address as either party may substitute from time to time by written notice to the other and shall be deemed to be validly given upon receipt of such notice given by personal or courier delivery or by facsimile to the addresses and facsimile numbers set out on page 1 of this Agreement.

15. Governing Law

This Agreement is governed by the laws of the State of Michigan.

16. Counterparts

This Agreement may be executed in one or more counterparts, each of which shall be deemed an original, but all of which together shall constitute one and the same document.



**"Exhibit A" Statement of Work for
Implementation of Courthouse JMS,
Browser-based Jury Management System
Site Subscription
In Otsego County, NY
June 22, 2015**

Courthouse Technologies will implement Courthouse JMS, Courthouse SummonsDirect, Courthouse IDS, Courthouse SMS, Courthouse IVR, and Courthouse eResponse in Otsego County, NY under the following terms.

Project Terms

CHT will...

- Provide a subscription to use our system for jury management, Courthouse JMS, Courthouse eResponse, Courthouse IVR, Courthouse IDS, Courthouse SMS, and SummonsDirect, our data cleansing, printing, and mailing service, and 1 CHT Source List Update service/year;
- Provide the software stated above at the stated price, based the following:
 - Berrien County hosts the above products and services on behalf of the County;
 - Engage in the implementation of the above products and services in connection with Berrien County's installation of Courthouse JMS;
- Provide the following CHT Software:
 - Courthouse JMS, Jury Management System;
 - Courthouse eResponse, Interactive Web Response System;
 - Courthouse IVR, Interactive Voice Response System;
 - Courthouse IDS, our Imaging system for Courthouse JMS;
 - Courthouse SMS, text-messaging service;
 - A subscription to Courthouse SummonsDirect, data cleansing and summons production/mailing service.
 - The subscription to SummonsDirect is based on the Customer's estimated annual summons or questionnaire production of 6,000 documents per year, the "Annual Estimate".



**OTSEGO COUNTY
BUDGET AMENDMENT**

FUND/DEPARTMENT: General Fund

As provided for in the Uniform Budget and Accounting Act of 1978, as amended, and consistent with Otsego County Policy, the Administrator and Finance Director are hereby authorized to record the following adjustments to the budget.

Fund Type: General Special Revenue Debt Service Capital Project Business-Type (Enterprise or Internal Svc)

DESCRIPTION Contract for automating juror information

REVENUE

Account Number	Decrease	Increase
	\$	\$
	\$	\$
	\$	\$
	\$	\$
Total	\$	\$

EXPENDITURE

Account Number	Increase	Decrease
101-941-999.010 Contingency	\$	\$ 17,600
101-215-940.000 Contractual Services	\$ 15,600	\$
101-215-930.450 Shipping and Mailing	\$ 2,000	\$
	\$	\$
	\$	\$
	\$	\$
Total	\$ 17,600	\$ 17,600

Rachel Frisch 6/15/15
Department Head Signature Date

[Signature] 6/15/15
Administrator's Signature Date

Finance Department	
Entered:	
By:	

6/23/15
Board Approval Date (if necessary) Budget Adjustment # Posting Number

Construction Code Inspection and Enforcement Consultant Contract

This Contract is made this June 12, 2015, by and between Otsego County, (hereinafter, "County"); a municipal corporation whose address is 225 W. Main Street; Gaylord, Michigan and Mark Raymond, (hereinafter, "Contractor"); whose address is: PO Box 735 Mancelona, MI 49659 to perform consulting services regarding Electrical Inspections (residential and commercial).

Whereas, the County desires to enter into an independent contract with Mark Raymond to retain his service, to provide technical assistance to the County by performing certain construction code functions for the County, as specified after his name, pursuant to the within contract:

Mark Raymond Contractual Electrical Inspections, State Registration No. _____

Whereas, the foregoing individual in his capacity of providing technical service to the County will be appointed as a Public Official; and

Whereas, the foregoing individual accepts this appointment and has qualifications to perform such functions through training, experience, and State registration; and

Whereas, said individual is self and independently employed as an Electrical Inspector within Otsego County and surrounding Counties and will continue such employment.

Whereas, the appointment as a Public Official and the terms of this consulting contract are non-exclusive and it is understood that the individual named above may perform similar duties for other municipalities.

Now, therefore, in consideration of the premises and the covenants and conditions hereafter contained, it is hereby agreed by and between the parties hereto as follows:

1. The County hereby contracts with Mark Raymond for the County to retain his services to provide technical and consultation services to assist the County and its public officials in the performance of official duties and responsibilities in Contractual Building Inspections for the County to determine compliance with applicable State and County laws.
2. Mark Raymond shall be appointed as a public official and when conducting work for the County shall be responsible to the County for the performance of his duties and responsibilities hereunder and may be removed at will by the County for failure to perform such duties and responsibilities to the satisfaction of the County or for any other reason which the County shall deem sufficient at its sole discretion.
3. The actions and decisions of Mark Raymond as a Contractual Electrical Inspector shall be governed and controlled by this contract and by the respective construction codes adopted by the County applicable to his particular functions.
4. Mark Raymond shall not be considered an employee of the County and accordingly the County shall have no responsibility for any expenses for Mark Raymond for workers compensation insurance, unemployment insurance, health and/or accident insurance, Public liability insurance, or for any withholding for social security, federal or state income taxes or

otherwise, Mark Raymond shall furnish to the County satisfactory evidence of all of the foregoing coverage.

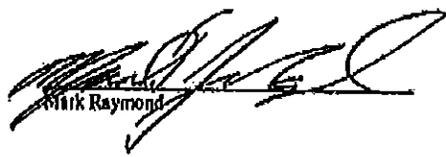
5. Since the within contract does not create an employer/employee relationship between the County and Mark Raymond, it is understood that the County is interested only in Contractual Building Inspections under the pertinent construction code provisions of the County, and accordingly Mark Raymond shall otherwise be in control of the time and method of such activities, subject to the provisions of paragraphs 6 and 7 herein.
6. All inspections shall be completed by the official within 2 business days of said official being notified by the County, and a decision on compliance or non-compliance with the County pertinent construction codes unless excused from such time constraints for reasons beyond the control of the official. Mark Raymond shall also be responsible for answering code or enhancement related questions and return phone calls.
7. Mark Raymond shall perform his duties and obligations hereunder in a good and workmanlike manner to the satisfaction of the County.
8. Mark Raymond shall maintain proper behavior, proper appearance and attire commensurate with services provided under the contract with Otsego County.
9. Mark Raymond shall maintain the official qualifications and registration with the State of Michigan necessary to perform the obligations hereunder.
10. Mark Raymond shall remain knowledgeable for the particular code and all amendments thereto which said official is hereby authorized to administer and enforce and in all respects remain in compliance with 1986 PA 54, Building Officials and Inspectors Registration Act, MCL 338.2305, et. seq.
11. Plan review reports or correction notices shall be turned into the Otsego County Land Use Services Department for final review prior to a Permit being issued. In the event of errors or corrections the Otsego County Land Use Services Department shall contact the permit applicant or project designer to correct deficiencies as noted. Any violations discovered during an inspection shall be written on a field correction notice form and turned into the Otsego County Land Use Services Department within 24 hours of the inspection. Uncorrected violations of the County or State Codes in effect within the County shall be enforced by the Building Official or their appointed Deputy as the County's enforcing officer through notices to the permit holder, orders to appear and show cause why the construction should not be stopped by stop work orders, by applications to circuit court for injunctive or other relief by complaint and warrant against the violator, and by other remedies allowed by law, construction code or ordinance. All proceedings shall be brought in the name of the County and the County shall be responsible for out-of-pocket costs for such proceedings.
12. The County shall make the foregoing payments to Mark Raymond within 30 days of the receipt of a month's activities invoice report from Mark Raymond based upon such docket entries. Complete docket entries shall accompany the monthly activities report and shall be filed with the County Finance Director.

- A. Electrical Inspections\$40.00 per inspection
 - B. Also, required time (office, court, etc).....\$25.00 an hour
 - C. Hourly fees shall be approved by Building Official prior to performing hourly duties.
13. Mark Raymond shall have authority to seek assistance from the State Construction Code Commission or its duly qualified personnel in reviewing any construction decisions in the performance of his duties.
 14. This agreement replaces any agreements made previously between the parties.
 15. This agreement may be terminated by either party for any reason at any time upon 30 days written notice to the other party.

IN WITNESS WHEREOF the parties hereto have executed this contract by authority of their respective governing boards or other designated controlling authority the day and date first above written.

Signed in the presence of: Otsego County


 Lavern Schaud, Director of Land Use Services


 Mark Raymond

Witness _____

John Burt, Otsego County Administrator

This Agreement entered into this day of July 14, 2015, between the County of Otsego, a Michigan municipal corporation located at 225 West Main Street, Gaylord, Michigan 49735, hereinafter called the "County" and the Otsego Conservation District, a Michigan municipal corporation at 800 Livingston Blvd, Suite 4-A, Gaylord, Michigan 49735, hereinafter called the "District."

Witnesseth:

1. **Term.** The County agrees to contract with the District for the term beginning March 27 2015 to and including March 26, 2016 to perform efforts on behalf of Otsego County and its Recycling Program.
2. **Performance.** The District agrees to provide and perform all services as outlined in the Description of Services, in a competent and professional manner.
3. **Description of Services.** The District shall provide the following services:
 - a. Preparation and placement of advertising for Otsego County's Recycling Drop-off program as detailed in the budget contained in Attachment A.
 - b. Preparation of recycling educational material as detailed in the budget contained in Attachment A.
 - c. Provide information assistance and education on the Recycling Program.
 - d. Coordination and training of recycling volunteers.
 - e. Monitoring of each recycling drop-off location to check on cleanliness around the recycling bins as well as the status of how much material capacity remains in each bin. Such monitoring to be performed at least twice weekly.
4. **Fee.** The County agrees to pay the District a total fee of \$16,432.62 for its services under this Agreement. A payment of \$5,000 is payable upon commencement of the Agreement, with the remaining payments to be paid as incurred and invoiced.
5. **Termination and Suspension.** If the District defaults or neglects to carry out its duties in accordance with the Agreement and fails within a seven (7) day period after receipt of written notice from the County correction of such default or neglect with diligence and promptness, the County may, without prejudice to other remedies, correct such deficiencies and/or order the District to stop all work under the Agreement. If the District fails to correct non-compliance, or performs in a manner that is not in accordance with the requirements of the Agreement, the County, by written notice may order the District to stop all work under this Contract, or any portion thereof, until the cause for such order has been eliminated.

Either party may terminate this Agreement for any or no reason upon sixty (60) day written notice.

In the event of suspension or termination under Section 6, then in such case, as appropriate, the District shall pay to the County any funds not yet expended and any expenses made necessary by such default, neglect, or failure. If such payment, then or thereafter due the District is not

sufficient to cover such amounts, the District shall pay the difference to the County.

7. **Amendment.** The Agreement may only be amended, modified or supplemented by written instruments signed by both parties.

This Agreement is entered into as of the day and year first written above and is executed to at least two (2) original copies of which one is to be delivered to the District and one to the County.

COUNTY:

John Burt
Otsego County Administrator

Date: _____

DISTRICT:

Jack Middleton, Chairman
Otsego Conservation District

Date: _____

ATTACHMENT A

March 27-2015 - March 28, 2016

	SUPPLIES	HOURS	MILES	HOURS	MILES
Fielding Calls		104		One Extra Day Gaylord Site July - March	
Site Visits		450	6216	35	216
Emmet County		70			
Education / Outreach / Presentations *	\$200.00	100	100		
Gaylord Herald Times					
Insert		8	8		
Wed or Sat	4,700 Copies	5			
Market Place	12,625 Copies	12			
Paper	4 Cases @ \$57.00 each				
4 Press Releases	Herald Times, Weekly Choice, Our Home Town	8			
Newspaper Ads	3 ads	8			
Eagle 101.5					
60 Second pre-recorded ads		10	40		
On air live interviews & mentions		70	620		
Phone guide					
One-page advertisement		2			
Recycling & Hazardous Waste Guide		40			
Paper for cover	600 @ \$0.00				
Print cover	600 @ 29 ea.	2	12		
Fold cover	600	2			
Paper for inside pages	6000 sheets				
Copy	6000 front & back	6			
Folding and correlating	600 guides	4	4		
Stapling	600 @ 10 ea				
Trim Booklets	600				
Website Facebook					
Updates		28			
Evaluation of Recycling Program *					
Sub-Total	\$3,620.69	935	6904	36	216
		Wage & FICA \$15.00 per hr.	\$10,501.20	Wage & FICA \$15.00 per hr.	\$1,080.00
Total	\$3,620.69	\$9,172.36	\$3,739.60	\$640.00	\$90.72

Supplies \$3,620.69
 Hours \$9,172.36
 Mileage \$3,739.60
 Total Budget \$16,432.62

Total for adding additional site visit to Gaylord site \$830.72 not added to budget total.

* Education / Outreach materials and presentations will include activities such as Farmers Market, County Fair, Otsego County Schools, News Releases, Newsletters, Radio and Otsego County Township At...



**OTSEGO COUNTY
BUDGET AMENDMENT**

FUND/DEPARTMENT: Capital Projects/Delinquent Tax

As provided for in the Uniform Budget and Accounting Act of 1978, as amended, and consistent with Otsego County Policy, the Administrator and Finance Director are hereby authorized to record the following adjustments to the budget.

Fund Type: General Special Revenue Debt Service Capital Project Business-Type (Enterprise or Internal Svc)

DESCRIPTION Medical Examlner space in EMS building addition

REVENUE

Account Number	Decrease	Increase
499-050-699.030 Transfer In	\$	\$ 30,000
516-050-400.001 Budgeted Use of Fund Balance	\$	\$ 30,000
	\$	\$
	\$	\$
Total	\$	\$

EXPENDITURE

Account Number	Increase	Decrease
499-901-970.300MEDEXAM Property Improvements	\$ 30,000	\$
516-999-999.00 Transfer Out	\$ 30,000	\$
	\$	\$
	\$	\$
	\$	\$
	\$	\$
Total	\$	\$

Rachel Frisch
Department Head Signature

7/13/15
Date

Entered:
By:

Administrator's Signature

Date

7/14/15
Board Approval Date (if necessary)

Budget Adjustment #

Posting Number



**OTSEGO COUNTY
BUDGET AMENDMENT**

FUND/DEPARTMENT: Groen Nature Preserve Capital Projects II

As provided for in the Uniform Budget and Accounting Act of 1978, as amended, and consistent with Otsego County Policy, the Administrator and Finance Director are hereby authorized to record the following adjustments to the budget.

Fund Type: General Special Revenue Debt Service Capital Project Business-Type (Enterprise or Internal Svc)

REVENUE Clean up of Nature Preserve

Account Number	Decrease	Increase
494-050-400.001 – Use of Fund Balance	\$	\$9,000
- -	\$	\$
- -	\$	\$
- -	\$	\$
Total	\$	\$9,000

EXPENDITURE

Account Number	Increase	Decrease
494-901-970.300 – Property-Improvements	\$9,000	\$
- -	\$	\$
- -	\$	\$
- -	\$	\$
- -	\$	\$
- -	\$	\$
Total	\$9,000	\$

Department Head Signature _____ Date _____

Administrator's Signature _____ Date _____

Finance Department	
Entered:	
By:	

Board Approval Date (if necessary) _____ Budget Adjustment # _____ Posting Number _____



Otsego
COUNTY
M I C H I G A N

Otsego County Bus System

1254 Energy Drive, Gaylord MI 49735

Secretary Phone: 989 731-5865

Managers Phone: 989 731-1204

9 July 2015

TRANSPORTATION AGREEMENT BETWEEN
OTSEGO COUNTY BUS SYSTEM
AND
OTSEGO COUNTY COMMISSION ON AGING
(OCCOA)
"MEALS ON WHEELS" PROGRAM

1. This agreement is made by and between the Otsego County Bus System (OCBS) and Otsego County Commission on Aging (OCCOA) for transportation and delivery of meals to homebound Senior Citizens. This contract is for Fiscal Year 2016, Beginning October 1st 2015, through September 30th 2016. This Contract may be renewed annually on a fiscal year (October 1- September 30, contract year) basis if both parties can agree to the necessary modifications as provided in the following terms and conditions.
2. **OTSEGO COUNTY BUS SYSTEM AGREES:**
 - To provide drivers and vehicles with current insurance coverage to transport meals to designated delivery points within the Otsego County jurisdiction.
 - To make every effort to comply with reasonable delivery schedules provided by OCCOA.
 - To furnish, if requested a record of services provided for clients serviced through this contract.
 - To provide fiscal information, if requested, relative to this and / or future agreements.
 - To work with the designated liaison of OCCOA regarding schedules & resolution of problems.
 - To furnish a monthly billing for the services provided.
 - OCBS will provide a designated liaison to work with the designated liaison of OCCOA regarding schedules & resolutions of problems.
3. **THE OTSEGO COUNTY COMMISSION ON AGING AGREES:**
 - To assign a liaison to work with OCBS in areas relating to daily operations, faxing of meal delivery sheets to OCBS dispatch office as required and coordination of any delivery date changes due to holidays or other situations that might arise.
 - To provide monthly payments to OCBS, to be paid at beginning of each month for the previous months provided service. Total agreement amount for Fiscal Year 2016 services is: \$33,363.00. Monthly payments for this agreement will be: \$2,780.25

- Cost of service will be reviewed at the beginning of each contract year and may be raised by whatever operating costs (labor, benefits, fuel etc.) increased during the last year serviced.

4. MUTUAL RESPONSIBILITIES:

- That no person shall be denied services on the basis of race, color, creed, sex, disability or national origin.
- That there will be no discrimination against any employee/employer or applicant for employment with respect to tenure, conditions or privileges of employment regardless of race, color, creed, sex or national origin.
- That this is an open Public Transportation system and according to State and Federal requirements we are not allowed to provide private charter or contract specific service transportation. If the general public requires transportation and it fits into the routing, they will be allowed to travel on this bus.

5. REOPENER CLAUSE

The agreement will automatically be reopened for renegotiations during the contract year under the following conditions:

- Any change in terms or conditions should be with a 90 day notice from either party
- Sources of funding necessary to operate and provide services for OCCOA are reduced to the point the OBCS is required to reduce or cease operations.
- Funding available to the OCCOA for the "Meals on Wheels" program is reduced requiring discontinuation or reduction of the service affecting this agreement.
- Services discontinued or reduced at either program location.
- A 30 day notice of contract cancellation by either party is required in writing.

 Otsego County Bus System Manager

DATE: _____

 Otsego County Commission on Aging
 Representative

DATE: _____

Please make check payable to "Otsego County Bus System" and send payment to:
 OCBS
 1254 Energy Drive
 Gaylord, MI 49735



Otsego County Bus System

1254 Energy Drive, Gaylord MI 49735

Secretary Phone: 989 731-5865

Managers Phone: 989 731-1204

9 July 2015

TRANSPORTATION AGREEMENT BETWEEN OTSEGO COUNTY BUS SYSTEM AND CROSSROADS INDUSTRIES, GAYLORD MICHIGAN

1. This agreement is made by and between the Otsego County Bus System (OCBS) and Crossroads Industries (CI) for Fiscal Year 2016, Beginning October 1st 2015, through September 30th 2016. This Transportation agreement may be renewed annually on a fiscal year (October 1- September 30, contract year) basis if both parties can agree to the necessary modifications as provided in the following terms and conditions.

2. OTSEGO COUNTY BUS SYSTEM RESPONSIBILITIES:

- To provide drivers and vehicles to transport clients to and from designated pick-up points within the Otsego County jurisdiction.
- To make every effort to comply with reasonable client transport schedules provided by Crossroads Industries.
- To furnish, if requested a record of services provided for clients serviced through this contract.
- To provide fiscal information, if requested, relative to this and / or future agreements.
- To work with the designated liaison of Crossroads Industries, regarding schedules & resolution of problems.
- To furnish a monthly billing based on an average client transportation taken from OCBS Dispatch and Drivers logs per day and adjusted if a drastic decrease or increase occurs.
- OCBS will provide a designated liaison to work with the designated liaison of Crossroads Industries regarding schedules & resolutions of problems.

3. THE CROSSROADS INDUSTRIES RESPONSIBILITIES:

- To assign a liaison to work with OCBS in areas relating to daily operations, faxing of client transportation requests and or changes to OCBS dispatch office (732-6213) as required and coordination of any changes due to holidays or other situations that might arise.
- To provide monthly payments of \$3,812.06 monthly beginning FY16 to OCBS, to be paid at beginning of each month when billed for the previous months provided service. Transportation Agreement total for Fiscal Year 2016 services is: \$45,752.00 Cost of service will be reviewed at the beginning of each contract year and may be raised by whatever operating costs (labor, benefits, fuel etc.) went up during the last year serviced.

4. MUTUAL RESPONSIBILITIES:

- That no person shall be denied services on the basis of race, color, creed, sex, disability or national origin.
- That there will be no discrimination against any employee/employer or applicant for employment with respect to tenure, conditions or privileges of employment regardless of race, color, creed, sex or national origin.
- That this is an open system and according to State and Federal requirements we are not allowed to provide a private charter service for transportation. If the general public requires transportation and it fits into the routing, they will be allowed to travel on this bus.

5. REOPENER CLAUSE:

The agreement will automatically be reopened for renegotiations during the contract year under the following conditions:

- Any change in terms or conditions should be with a 90 day notice from either party
- Sources of funding necessary to operate and provide services for Crossroads Industries are reduced to the point the OCBS is required to reduce or cease operations.
- Funding available to Crossroads Industries is reduced requiring discontinuation or reduction of the service affecting this agreement.
- Services discontinued or reduced at either program location.
- A 30 day notice of contract cancellation by either party is required in writing.

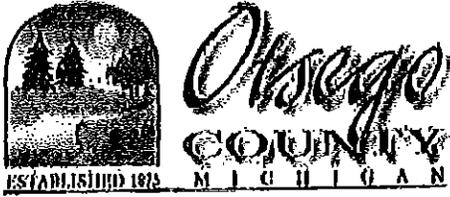
Otsego County Bus System Manager

DATE: _____

Crossroads Industries Representative

DATE: _____

Please make check payable to "Otsego County Bus System" and send payment to:
OCBS
1254 Energy Drive
Gaylord, MI 49735



Otsego County Bus System

1254 Energy Drive, Gaylord MI 49735

Secretary Phone: 989 731-5865

Managers Phone: 989 731-1204

9 July 2015

TRANSPORTATION AGREEMENT BETWEEN
OTSEGO COUNTY BUS SYSTEM (OCBS)
AND
CHEBOYGAN OTSEGO PRESQUE ISLE EDUCATIONAL SCHOOL DISTRICT
(C.O.P.E.S.D)

1. PARTIES TO CONTRACT

This agreement is made by and between the Otsego County Bus System (OCBS) & the C.O.P.E.S.D for the regular 2015/2016 operating year.

2. OTSEGO COUNTY BUS SYSTEM RESPONSIBILITIES:

- To transport clients to and from designated pick-up points within the COP jurisdiction for transportation to and from the Gaylord Schools.
- To make every effort to comply with reasonable client schedules provided by C.O.P.E.S.D.
- To furnish, if requested, a quarterly record of services provided for clients serviced with this contract.
- To provide fiscal information, if requested, relative to future agreements.
- To work with the C.O.P.E.S.D designated liaison regarding schedules & resolution of problems.
- To furnish by quarters a billing for services provided.
- This contract will follow the school districts state approved operating calendar.

3. THE C.O.P.E.S.D. SCHOOLS RESPONSIBILITIES:

- To assign one liaison to work with OCBS in areas relating to daily operations if required.
- That one quarter of the payment to be paid at beginning of the School year and the balance by quarters. Total contract for 2015/2016 school year is: \$98,066.52
Quarterly payments for contract will be: \$24,516.63
- Cost of transportation will be reviewed at the beginning of each contract year and be raised by whatever operating costs (labor, benefits, fuel etc.) increased during the last year serviced.

4. MUTUAL RESPONSIBILITIES:

- That no person shall be denied services on the basis of race, color, creed, sex, disability or national origin.

- That this is an open Public Transportation system and according to State and Federal requirements we are not allowed to provide private charter or contract specific service transportation. If the general public requires transportation and it fits into the routing, they will be allowed to travel on this bus.
- That there will be no discrimination against any employee/employer or applicant for employment with respect to tenure, conditions or privileges of employment regardless of race, color, creed, sex or national origin.

§. REOPENER CLAUSE:

The agreement will automatically be opened for renegotiations under the following conditions:

- Other sources of funding necessary to operate OCBS are reduced to the point the OCBS is required to reduce or cease operations.
- Funding available to the C.O.P.E.S.D. Schools is reduced requiring discontinuation or reduction of the service affecting this agreement.
- Services discontinued or reduced at either program location.

 Otsego County Bus System Manager

DATE: _____

 C.O.P.E.S.D. Representative

DATE: _____

Please make check payable to "Otsego County Bus System" and send payment to:

OCBS
 1254 Energy Drive
 Gaylord, MI 49735



Otsego County Bus System

1254 Energy Drive, Gaylord MI 49735

Secretary Phone: 989 731-5865

Managers Phone: 989 731-1201

0 July 2016

**TRANSPORTATION AGREEMENT:
OTSEGO COUNTY BUS SYSTEM (OCBS)
And Cheboygan-Otsego-Presque Isle Educational School Districts (COPESD)
Gaylord 2016 Summer School program**

1. PARTIES TO CONTRACT

This agreement is made by and between the Otsego County Bus System, (hereinafter referred to as OCBS) and C.O.P.E.S.D. Schools, hereinafter referred to as COP. OCBS agree to provide transportation services to clients.

2. OTSEGO COUNTY BUS SYSTEM RESPONSIBILITIES:

- To transport clients to designated pick-up points within the COP jurisdiction for round to and from the Gaylord Schools.
- To make every effort to comply with reasonable client schedules provided by C.O.P.
- To furnish C.O.P with a record of services provided, clients serviced through this contract, if requested.
- To provide fiscal information relative to future agreements.
- To work with the C.O.P designated liaison regarding schedules, problem resolutions.
- To furnish a billing for the services provided.
- This contract will follow the school districts **Summer program** calendar.

3. THE C.O.P.E.S.D. SCHOOLS RESPONSIBILITIES:

- To assign one liaison to work with OCBS, in areas relating to daily operations.
- That the total contract for summer 2016, (Summer Program, Gaylord School, w/alde) will be one payment of \$17,694.14
- Cost of transportation will be reviewed at the beginning of each contract year and be raised by whatever cost of labor, benefits, or fuel increased during the last year serviced.

4. MUTUAL RESPONSIBILITIES:

- That no person shall be denied services on the basis of race, color, creed, sex or national origin.
- That there will be no discrimination against any employee or applicant for employment and with respect to tenure, conditions, or privileges of employment regardless to race, color, creed, sex, or national origin.
- The agreement will automatically be opened for renegotiations under the following conditions,
- That this is an open Public Transportation system and according to State and Federal requirements we are not allowed to provide private charter service transportation. If the general public requires transportation and it fits into the routing, they will be allowed to travel on this bus.

5. REOPENER CLAUSE:

This agreement will automatically be opened for renegotiations under the following Conditions:

- Other sources of funding necessary to operate OCBS, are reduced to the point the OCBS is required to reduce or cease operations.
- Or funding available to the OCBS is reduced requiring discontinuation or reduction of the service affecting this agreement.
- Services discontinued or reduced at either program location.

OCBS Representative

Date:

C.O.P.E.S.D. Representative

Date:

Please make check payable to "Otsego County Bus System" and send payment to:

Otsego County Bus System
1254 Energy Drive,
Gaylord, MI 49735



**OTSEGO COUNTY
BUDGET AMENDMENT**

FUND/DEPARTMENT: Tax Foreclosure/Capital Improvements

As provided for in the Uniform Budget and Accounting Act of 1978, as amended, and consistent with Otsego County Policy, the Administrator and Finance Director are hereby authorized to record the following adjustments to the budget.

Fund Type: General Special Revenue Debt Service Capital Project Business-Type (Enterprise or Internal Svc)

REVENUE

Account Number	Decrease	Increase
499-050-699.030 Other Source - Transfers	\$	\$32,000
617-050-400.001 Budget Use of Fund Balance	\$	\$32,000
- -	\$	\$
- -	\$	\$
Total	\$	\$

EXPENDITURE

Account Number	Increase	Decrease
617-999-999.000 Transfer Out	\$32,000	\$
499-901-970.030 Property Improvements	\$32,000	\$
- -	\$	\$
- -	\$	\$
- -	\$	\$
- -	\$	\$
Total	\$	\$

Department Head Signature _____ Date _____

Administrator's Signature _____ Date _____

Finance Department	
Entered:	
By:	

Board Approval Date (if necessary) _____ Budget Adjustment # _____ Posting Number _____



July 28, 2015

Agenda

OTSEGO COUNTY
Board of Commissioners



EXECUTIVE SUMMARY

AGENDA ITEM: Parks and Recreation Recommendation Community Center Monitor Job Description Update	AGENDA DATE: July 28, 2015
AGENDA PLACEMENT: Consent Agenda, Item A, 1.	ACTION REQUESTED: Motion to Approve
STAFF CONTACT(S): John Burt, County Administrator	ATTORNEY REVIEW: No

BACKGROUND/DISCUSSION:

The Parks and Recreation Department has a Community Center Monitor position. The Parks and Recreation Commission have recommended removing 'gymnastics equipment,' under Essential Functions, Item 7 in in the job description. The reason is to reduce liability with gymnastics classes provided at the Center by outside agencies.

RECOMMENDATION:

Staff requests Board approve the updated Community Center Monitor job description.

OTSEGO COUNTY

COMMUNITY CENTER MONITOR

General Summary

Under the supervision of the Parks and Recreation Director, provides recreational activities and support for the public in a safe, secure environment at the community center. Responds to public's inquiries regarding department's offerings and to parental concerns about their children. Monitors the safety of minors involved in departmental recreational activities. Updates the department's Website daily, providing knowledgeable information about the county park and its reservation system. Performs daily maintenance and cleaning of the community center and ensures that all machinery and facilities work properly,

Essential Functions

1. Supervises minors by providing a safe environment, enforcing rules and maintaining good relations with participants.
2. Acts as a positive role models, maintains order and ensures proper interaction among students and between younger and older children.
3. Keeps all areas of the community center neat and clean.
4. Works with minors and their parents to motivate the minors to behave responsibly and establish mutual respect among community center users.
5. Responds to emergencies, administers first aid when necessary and prepares an incident report of emergencies and their resolution,
6. Keeps the environment fun and free from drugs and violence and works with law enforcement to resolve problems.
7. Sets up and takes down community center equipment such as **gymnastics equipment**, volleyball equipment, electronic scoreboards, tennis courts and indoor and outdoor basketball backboards and nets. Ensures that all equipment, electronic and otherwise, is functioning properly and is maintained and kept in good working condition
8. Ensures that access to the center is uninhibited and safe for all persons, including the physically challenged. Ensures the facility is secured on a daily basis.
9. Cleans the interior and exterior of the center including cleaning and stocking toilets, sweeping and mopping floors, maintaining the gym floor, cleaning windows and ledges, vacuuming carpets, shoveling snow and spreading salt when weather conditions require it.

OTSEGO COUNTY

10. Works with the public in person and by telephone to, arrange for the reservation of the center, take reservations for the county park, inform the public about department policies and procedures and interface between parents and their children.
11. Informs the public about department activities and offerings and establishes and publicizes schedules and programs.
12. Promotes a positive image of the community center in an effort to make the center and all other facilities of the commission attractive to the public.
13. Updates the departments established Website on a daily basis.
14. Receives money for fees, writes receipts, maintains record books and ensures the security of money received.

Other Functions

15. None listed.

An employee in this position may be called upon to do any or all of the above tasks. (These examples do not include all of the tasks which the employees may be expected to perform.)

Employment Qualifications

Education: High school graduation or equivalent.

Experience: One year of experience in planning, developing and supervising recreational programs for youths.

Other Requirements: None listed.

The qualifications listed above are intended to represent the minimum skills and experience levels associated with performing the duties and responsibilities contained in this job description. The qualifications should not be viewed as expressing absolute employment or promotional standards, but as general guidelines that should be considered along with other job-related selection or promotional criteria.

Physical Requirements: *[This job requires the ability to perform the essential functions contained in this description. These include, but are not limited to, the following requirements. Reasonable accommodations will be made for otherwise qualified applicants unable to fulfill one or more of these requirements]:*

OTSEGO COUNTY

Climbs stairs.

Climbs ladders to perform maintenance work.

Stoops, kneels, bends, crawls and crouches to perform maintenance and repair tasks.

Pushes and pulls floor cleaning equipment.

Lifts and moves community center equipment during assembling, disassembling and storing process.

Standing and walking for prolonged periods to monitor community center activities.

Working Conditions:

Works in office, community center and outdoors conditions.

OTSEGO COUNTY
Board of Commissioners



EXECUTIVE SUMMARY

AGENDA ITEM: FY 2015 Administration Budget Amendment	AGENDA DATE: July 28, 2015
AGENDA PLACEMENT: Consent Agenda, Item B.	ACTION REQUESTED: Motion to Approve
STAFF CONTACT(S): John Burt, County Administrator	ATTORNEY REVIEW: No

BACKGROUND/DISCUSSION:

The enclosed budget amendment is for education/training for the Administration department in the amount of \$1,900.

RECOMMENDATION:

Staff requests that approval be given for the FY 2015 General Fund Contingency / Administrative Services Budget Amendment.



OTSEGO COUNTY BUDGET AMENDMENT

FUND/DEPARTMENT: Contingency/Administrative Services

As provided for in the Uniform Budget and Accounting Act of 1978, as amended, and consistent with Otsego County Policy, the Administrator and Finance Director are hereby authorized to record the following adjustments to the budget.

Fund Type: General Special Revenue Debt Service Capital Project Business-Type (Enterprise or Internal Svc)

REVENUE

Account Number	Decrease	Increase
645-125-626.075 Admin Services	\$	\$1,900
- -	\$	\$
- -	\$	\$
- -	\$	\$
Total	\$	\$

EXPENDITURE

Account Number	Increase	Decrease
101-941-999.990 Contingency	\$	\$1,900
101-172-940.000 Admin Allocation	\$1,900	\$
645-172-930.500 Travel	\$1,900	\$
- -	\$	\$
- -	\$	\$
- -	\$	\$
Total	\$	\$

Department Head Signature

Date

Administrator's Signature

Date

Finance Department

Entered:

By:

Board Approval Date (if necessary)

Budget Adjustment #

Posting Number

OTSEGO COUNTY
Board of Commissioners



EXECUTIVE SUMMARY

AGENDA ITEM: FY 2015 Administration Budget Amendment	AGENDA DATE: July 28, 2015
AGENDA PLACEMENT: Consent Agenda, Item C.	ACTION REQUESTED: Motion to Approve
STAFF CONTACT(S): John Burt, County Administrator	ATTORNEY REVIEW: No

BACKGROUND/DISCUSSION:

At their July 14, 2015 meeting the Board approved the demolition and cleanup of three dilapidated residences obtained by the County through the tax foreclosure process. Staff has identified two more dilapidated residences to demolition, as well as three others to have cleaned up, prior to going to auction. The estimates cost of the work is \$25,000 to be paid from the Tax Foreclosure Fund.

Properties for demolition:

- 6827 Bear Lake Drive, Johannesburg
- 9965 Old 27 North, Vanderbilt

Properties for cleanup:

- 267 Edelweiss Trail (Otsego Lake Township)
- 544 Arbutus Ct (Otsego Lake Township)
- 920 Quick Street (Otsego Lake Township)

RECOMMENDATION:

Staff requests that approval be given for the FY 2015 Tax Foreclosure/Capital Projects Budget Amendment.



OTSEGO COUNTY BUDGET AMENDMENT

FUND/DEPARTMENT: Tax Foreclosure/Capital Improvements

As provided for in the Uniform Budget and Accounting Act of 1978, as amended, and consistent with Otsego County Policy, the Administrator and Finance Director are hereby authorized to record the following adjustments to the budget.

Fund Type: General Special Revenue Debt Service Capital Project Business-Type (Enterprise or Internal Svc)

REVENUE

Account Number	Decrease	Increase
499-050-699.030 Other Source - Transfers	\$	\$25,000
617-050-400.001 Budget Use of Fund Balance	\$	\$25,000
- -	\$	\$
- -	\$	\$
Total	\$	\$

EXPENDITURE

Account Number	Increase	Decrease
617-999-999.000 Transfer Out	\$25,000	\$
499-901-970.030 Property Improvements	\$25,000	\$
- -	\$	\$
- -	\$	\$
- -	\$	\$
- -	\$	\$
Total	\$	\$

Department Head Signature

Date

Administrator's Signature

Date

Finance Department
Entered:
By:

Board Approval Date (if necessary)

Budget Adjustment #

Posting Number

OTSEGO COUNTY
Board of Commissioners



EXECUTIVE SUMMARY

AGENDA ITEM: FY 2015 General Fund Contingency (Website) Budget Amendment	AGENDA DATE: July 28, 2015
AGENDA PLACEMENT: Consent Agenda, Item D.	ACTION REQUESTED: Motion to Approve
STAFF CONTACT(S): John Burt, County Administrator	ATTORNEY REVIEW: No

BACKGROUND/DISCUSSION:

The County is looking to increase functionality of its website to better provide information and services to the public. New functionality would include the following:

- New overall look with better layout to provide easier access to information
- More dynamic events calendar that can be linked to personal calendars (Google, Outlook, etc.)
- Better on-line employment application process
- System for automatically posting news items to social media
- Responsive website design
- Emergency notification banner at top of website including email notification for those subscribing to the website
- Ability for staff to create fillable forms on their own

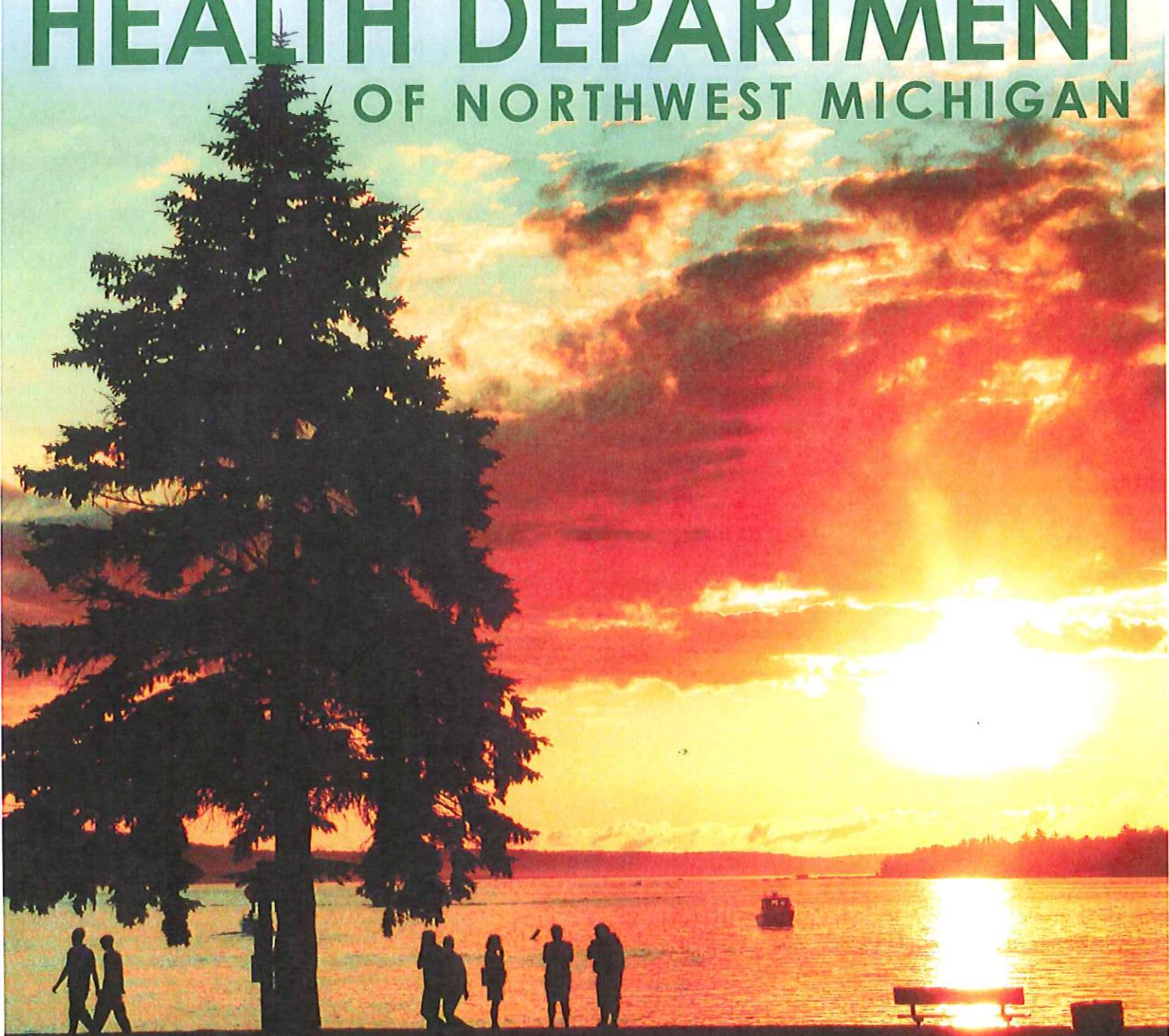
RECOMMENDATION:

Staff requests that approval be given to the FY 2015 General Fund Contingency Budget Amendment in the amount of \$10,900.

2014 | REPORT TO THE COMMUNITY

HEALTH DEPARTMENT

OF NORTHWEST MICHIGAN

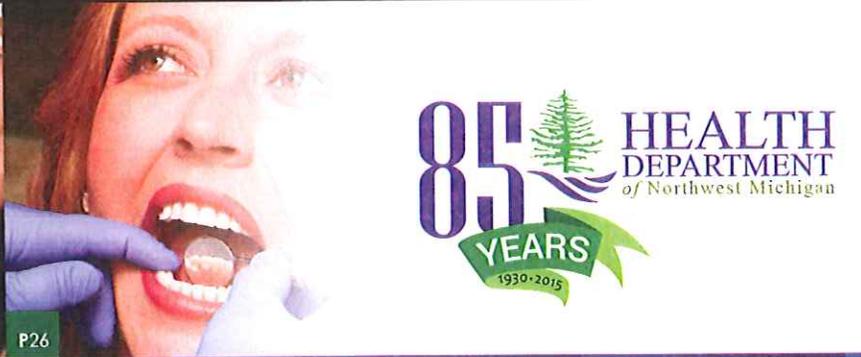


ANTRIM | CHARLEVOIX | EMMET | OTSEGO



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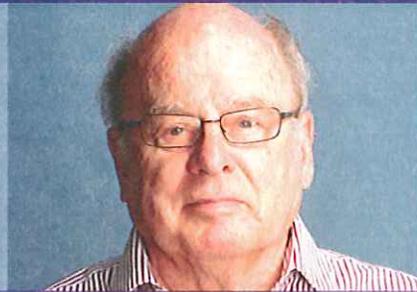


HEALTH DEPARTMENT OF NORTHWEST MICHIGAN 2014/15
BOARD OF HEALTH

ANTRIM COUNTY



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 Kewadin, Michigan
 Program & Evaluation Committee



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RONALD REINHARDT
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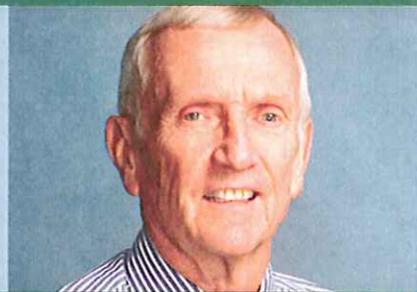


LARRY SULLIVAN
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 Personnel & Finance Committee

EMMET COUNTY



LARRY CASSIDY
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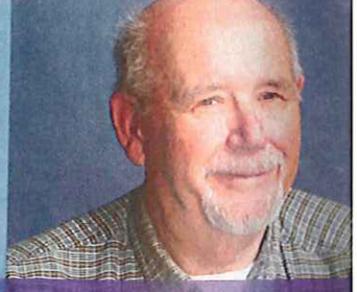


LES ATCHISON, CHAIR
 Petoskey, Michigan
 Program & Evaluation Committee

OTSEGO COUNTY



DOUG JOHNSON
 Gaylord, Michigan
 Personnel & Finance Committee



RICHARD SUMERIX
 Gaylord, Michigan
 Program & Evaluation Committee

WELCOME NEW 2015 BOARD OF HEALTH MEMBERS



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SHIRLEY ROLOFF
 Charlevoix County—Charlevoix, MI
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NANCY FERGUSON
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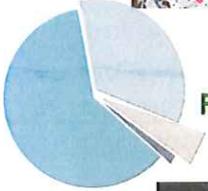
JULIE POWERS-GEHMAN
 Otsego County—Gaylord, MI
 Program & Evaluation Committee



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ACKNOWLEDGEMENTS

Photography..... M. Chris Leese (except as noted)

Graphic Design Jennifer Halsey

<http://jenhalsey95.wix.com/graphicdesign>

On the cover: An evening along the shores of Veteran's Park in Boyne City.
Photo by Megan Robinson.



HEALTH DEPARTMENT of Northwest Michigan

THE HEALTH DEPARTMENT OF NORTHWEST MICHIGAN is mandated by the Public Health Code to promote wellness, prevent disease, provide quality health care, address health problems of vulnerable populations, and protect the environment for the residents and visitors of Antrim, Charlevoix, Emmet and Otsego Counties.



2014 IN REVIEW



On behalf of the Board of Health and our many dedicated staff members across Antrim, Charlevoix, Emmet and Otsego Counties, the Health Department of Northwest Michigan is pleased to submit this Report to the Community to you – our residents, community partners, fellow agencies, state and local leaders, charitable contributors, grantors and volunteers. You are all stakeholders in our mission, and we hope this Report reflects the tremendous community benefit we are able provide, thanks to your support.

Joshua Meyerson, MD, MPH
Medical Director

Linda Yaroch, RN, MPH
Health Officer

These are exciting and challenging times for local public health, in many ways—notably in the controversial realm of health insurance coverage. The April 2014 rollout of the Healthy Michigan Plan, which came on the heels of the Health Insurance Marketplace debut, has revolutionized the way we think about health insurance coverage in Northern Michigan.

Since its inception, the Healthy Michigan Plan has provided access to care for more than 600,000 Michigan residents statewide, between the ages of 19 and 64, who previously had no way of getting affordable coverage. Access to Care remains a top priority of all Community Health Assessments across Northern Michigan. In partnership with the Northern Health Plan, our Health Department enrollment counselors have assisted hundreds of individuals and their families with Healthy Michigan Plan enrollment. These counselors have seen firsthand the needs of clients who have been elated to finally have essential health insurance. They are benefitting from the medications they can now afford, the dental care that had been neglected previously due to cost, and the important substance abuse and mental health services that used to be beyond their reach. Where we once heard story after heartbreaking story of untreated health issues, lost employment and despair, we now see newfound hope and joy with every enrollment.

At the outset of our Enroll Northern Michigan initiative, we estimated that there were 20,000 uninsured individuals living in the eight Tip of the Mitt counties served by our Health Department and by District Health Department #4. Connecting that many people with the coverage they need is a tall order. But as 2014 drew to a close, we confirmed that more than 18,750 residents across Alpena, Antrim, Charlevoix, Cheboygan, Emmet, Montmorency, Otsego and Presque Isle Counties had been enrolled in the Health Insurance Marketplace and Healthy Michigan Plan. While much work remains to be done, we're pleased to report that the majority of our previously uninsured population now has access to affordable care.

This exceptional leap forward has also made favorable changes in our Dental Clinics North services and client funding needs. It has reduced the burden on our Dental Assistance Fund, providing much-needed coverage for thousands of DCN patients who may not have been able to get essential dental services otherwise.

Meanwhile, additional Health Department staff have become certified as Navigators and Application Counselors under the Affordable Care Act. This has streamlined year-round Healthy Michigan Plan client support and Health Insurance Marketplace enrollment assistance. Because of our strong working relationship with fellow public health departments, federally-qualified health centers, hospitals and other health partners, Northern Michigan residents can always find qualified assistance that is close to home.

As we join our clients in celebrating improved access to care, we remain vigilant against the ever-present threat of communicable illnesses. We continue to educate and inform the public about the efficacy of vaccines that prevent the spread of potentially fatal diseases, to make those vaccines available to our entire population, and to be prepared to respond in the event of a disastrous outbreak. In addition to widespread influenza, other serious vaccine-preventable diseases, like whooping cough and the measles, hit close to home in Northern Michigan during 2014. We were also faced with the possibility of travelers returning to Northern Michigan from Ebola-stricken countries. As these threats emerged, we activated our Incident Command Team and engaged local hospitals, first-responders and emergency managers in a collaborative preparedness effort.

Immunization waiver rates among school-age children—especially those in Northwest Michigan counties—remained high during 2014. As a result, in December, the State of Michigan announced new state-wide requirements for parents seeking nonmedical waivers for their children. Effective January 1, 2015, any parent or guardian who wants to claim a nonmedical waiver must receive education regarding the benefits of vaccination, and risks of communicable disease, from their local public health department. This applies to children entering Kindergarten or 7th grade, and to all children entering a new school. It is an opportunity for parents and guardians to speak with trained health educators and get answers to any questions they may have about vaccination. The Health Department of Northwest Michigan has partnered with area school districts to assist with this important step in school enrollment.

A grant from the Michigan Department of Community Health enabled the Health Department to launch a Community Assessment of Prenatal and Early Childhood Home Visiting Programs in a region that includes Antrim, Charlevoix and Emmet Counties, which were identified as high risk. Otsego County falls in a different region, but was also identified as high risk. In all, 10 Northern Michigan counties across four Health Districts were earmarked for initiation of Healthy Families America, an intensive home visiting program. The Health Department of Northwest Michigan provided leadership, served as fiduciary and coordinated with three partner health departments to prepare for the launch of the Home Visiting Program in January 2015.

The Health Department also led the organization of a new and innovative partnership of local health departments with grant funding from the Robert Wood Johnson Foundation. The **Northern Michigan Public Health Alliance** is comprised of the Benzie Leelanau District Health Department, District Health Department #2, District Health Department #4, District Health Department #10, Grand Traverse County Health Department and the Health Department of Northwest Michigan. There are many regional projects underway to increase public health capacity, contain costs, maximize assets and more effectively impact health outcomes in a 25-county region. Specifically, the Alliance is working on community health assessment, marketing and workforce initiatives, as well as piloting a new Board of Health training program and sharing information technology resources. The Alliance partners are also working together to prepare for national public health accreditation.

Stay tuned!



CELEBRATING FAMILY & COMMUNITY HEALTH ALL IN A DAY'S WORK

PROFESSIONALS LIKE THE HEALTH DEPARTMENT'S CINDY KLOSS GIVE NEW MEANING TO "ABOVE AND BEYOND."

Public Health Nurses make a difference in the lives of their clients every day. But sometimes, they find themselves responding to a desperate need when no one else can.

Cindy Kloss works as a Public Health Nurse in the Health Department's Emmet County clinic. A registered nurse for the past 37 years, Cindy was enjoying dinner at a local Petoskey restaurant on a summer evening, when tragedy struck: Another patron suddenly fell unconscious and was unresponsive.

When first responders arrived on the scene a few minutes later, they found Cindy already performing CPR on the victim. According to Petoskey Department of Public Safety Director John Calabrese, her rapid CPR efforts sustained perfusion long enough for EMS and public safety personnel to respond and transport the victim to the hospital. The victim survived, thanks to Cindy's quick and capable response.

Lifesaving Awards were presented to Cindy and to the EMS and public safety personnel involved in saving the victim's life. Cindy recalls feeling surprised that she was the only person in the busy restaurant who stepped up to perform CPR before the first responders arrived. She said she hopes the story will raise awareness of the importance of lifesaving techniques in everyday situations. "If anything, I hope this story inspires others to receive CPR training," she said. All Health Department of Northwest Michigan clinics employ staff who are trained in CPR.

Through the Health Department, Cindy and her colleagues are also trained to provide other essential community services, such as helping people navigate the complexities of the new Health Insurance Marketplace and the Healthy Michigan Plan. To be certified as Navigators under the Affordable Care Act (ACA), health professionals must undergo an intensive training regimen that prepares them to assist individuals, families and small businesses with insurance coverage applications and Marketplace enrollment. People can receive this assistance by scheduling a free appointment with any of the Health Department's trained Navigators or Certified Application Counselors.

Client Feedback: What did you like most about the services you received?

"It was with a smile."

"Very prompt and helpful."

"Quick for how busy they were."

"Helpful resources."

"Smiling faces & helpful hands."

"Valuable nutrition information."

"I was very well informed on what services were involved."

"Thanks for the services you provide, nice job!"

"Always friendly staff who know my family."

"Everyone was smiling and being helpful with kids."

“I think if people feel confident about their care, they are more likely to seek help in the future.”

**Cindy Kloss,
Public Health Nurse**

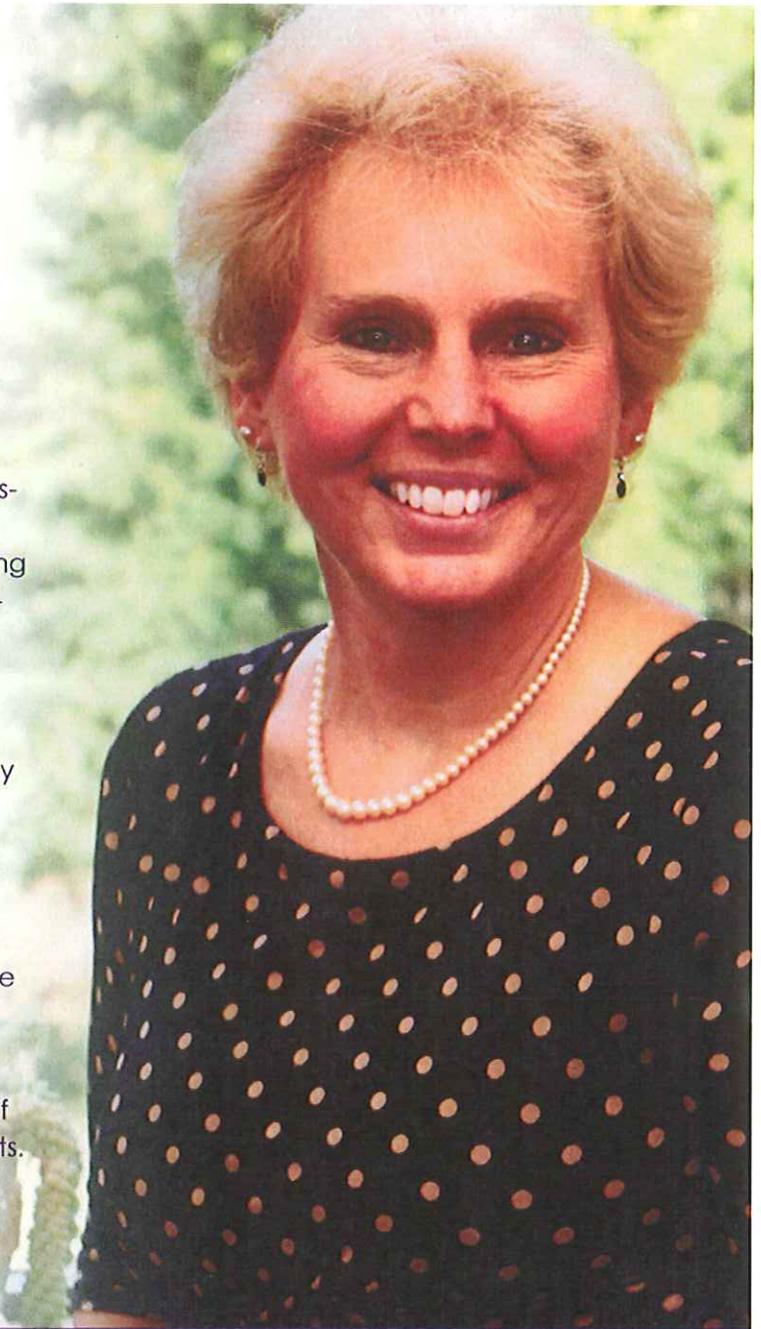
Cindy recalled working with a woman in the WISEWOMAN program who had been without health coverage for more than 10 years. She had multiple health concerns, including severe psoriasis that was visible on her hands and forearms. When Cindy asked her to roll up her sleeve so her blood pressure could be checked, the woman became embarrassed and distraught. She told Cindy that her condition was causing her to be turned down for job opportunities, and the frustration was overwhelming.

The woman's frustration turned to joy as she realized for the first time that, through enrollment in the Healthy Michigan Plan, she could receive the health coverage she desperately needed to begin her recovery.

“It was heartwarming to make her feel better,” Cindy said. “She was so happy about it! It was a great ‘Aha!’ moment for her.” Not only was the woman finally connected with the health insurance coverage she needed, Cindy was also able to refer her to several local and online support groups.

Cindy's breadth of experience includes assessing newborns, assisting women with prenatal care, and providing “millions of vaccinations and millions of gallons of baby formula” to clients.

“I think if people feel confident about their care, they are more likely to seek help in the future,” she said. “Let me help you take care of you.”



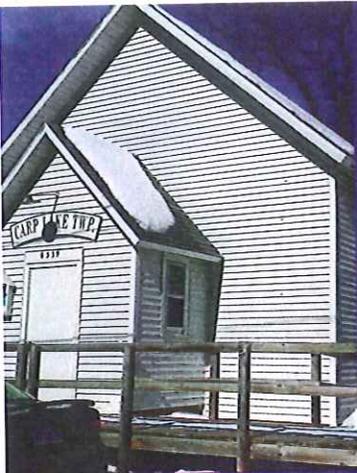
PATIENTS RATE THEIR CLINIC EXPERIENCE



CELEBRATING FAMILY & COMMUNITY HEALTH

THE BLISS BUNCH

HELPING THE HEALTH DEPARTMENT
GIVE WARMTH AND CARE WHEN
EXPECTANT MOMS NEED IT MOST



Pregnancy can be terrifying and difficult, especially to a first-time mom or to a woman who has to endure it alone. Just ask the public health nursing staff at the Health Department of Northwest Michigan, who work with soon-to-be moms every day and are trained to provide compassionate, supportive care.

Meanwhile, at the quaint old Carp Lake Township Hall in northern Emmet County, you can see the first stitches of a quilt that will help give comfort and reassurance to an expectant mom. This is where we meet the Bliss Bunch: A gathering of about a dozen women with skilled hands and a desire to give something meaningful to those in need. For years, this friendly "bunch" has met up during fall and winter months to handcraft unique quilts. Their one-of-a-kind handmade creations are then donated to organizations like the Women's Resource Center and the Health Department for clients who "need a little extra TLC."

"We meet here at the Hall, every other Monday, those who can," says Dorothy Krueger, 75, of Mackinaw City. "Everyone here knows how to quilt, or comes here to learn... We solve each other's problems, troubles, frustrations."

Members of the group range in age between their mid-50s and mid-90s, and they acknowledge with some regret that few younger people get into quilting anymore. Still, they remain connected to the younger women in the community by offering them something special that will be treasured.

Nan Graham, RN, a public health nurse for the Health Department, understands what such a gift can mean to a person.



MATERNAL INFANT HEALTH PROGRAM AND NEWBORN HOME VISITS

9,153 HOME AND OFFICE VISITS

6,263 NEWSLETTERS SENT TO FAMILIES WITH YOUNG CHILDREN

The Health Department's Maternal Infant Health Program (MIHP) assists families with pregnant women or infants by providing information on pregnancy, preparing for the baby, infant care, infant feeding and parenting through a team that includes nurses, social workers and registered dietitians. Families that participate in MIHP are less likely to have low birth-weight infants. During Newborn Home Visits, Health Department nurses check the baby's weight, provide breastfeeding support, answer questions and provide important information on caring for a new baby.



Members of the Bliss Bunch Quilters (L to R): Wanetah Teike, GiGi English, Fran Litzner, Dorothy Krueger and Donna Watkins.

"Pregnancy can sometimes be a very emotional time for women that don't have supportive family, friends or partners," she says. "Simply giving a handcrafted gift to a woman can help her engage in her pregnancy, while building a trusting relationship with someone that can provide positive guidance and support."



Bliss resident Donna Watkins, 89, says the Bliss Bunch Quilters are happy just to respond whenever there's a need. "There are no plans," says Donna. "It's just a friendly get-together." The group has offered to make burp cloths, bibs, washcloths, anything that might help a struggling mom. As for the quilts, they can take a few days or a few weeks to create.

"I usually cut one day, then I will sew one day, and then it will take me one day just to quilt, and then I will stitch it," says Fran Litzner, 56, of Levering. "It will take me a week or two just to pick out the colors."

The Health Department and its staff are proud to share the gifts of the Bliss Bunch, whose selfless generosity strengthens the fabric of our Northern Michigan community. "The quilts are special," says nurse Nan Graham. "They are made by women right here in the communities we support."

Photos by Megan Robinson



WOMEN, INFANTS AND CHILDREN (WIC) NUTRITION PROGRAM

3,220 WIC PARTICIPANTS

MORE THAN \$1.9 MILLION IN FOOD DOLLARS REDEEMED IN LOCAL COMMUNITIES

The WIC Program promotes the health of low-income pregnant women, as well as their infants and children up to age 5, who would otherwise be at nutritional risk. The program provides nutritious foods, information on healthy eating, and referrals to health services within the community. WIC food packages are valued at more than \$60 per month, and include infant formula, cereal, milk, eggs, cheese, juice, fresh fruits and vegetables, and peanut butter. Breastfeeding peer support is also available.

- Every dollar spent on WIC saves more than \$3.50 in subsequent health care costs.
- Pregnant women served by WIC enter prenatal care earlier.
- Women enrolled in WIC deliver fewer low birth-weight infants.
- Children served by WIC are less likely to be anemic, and are more likely to receive proper health care and immunizations.

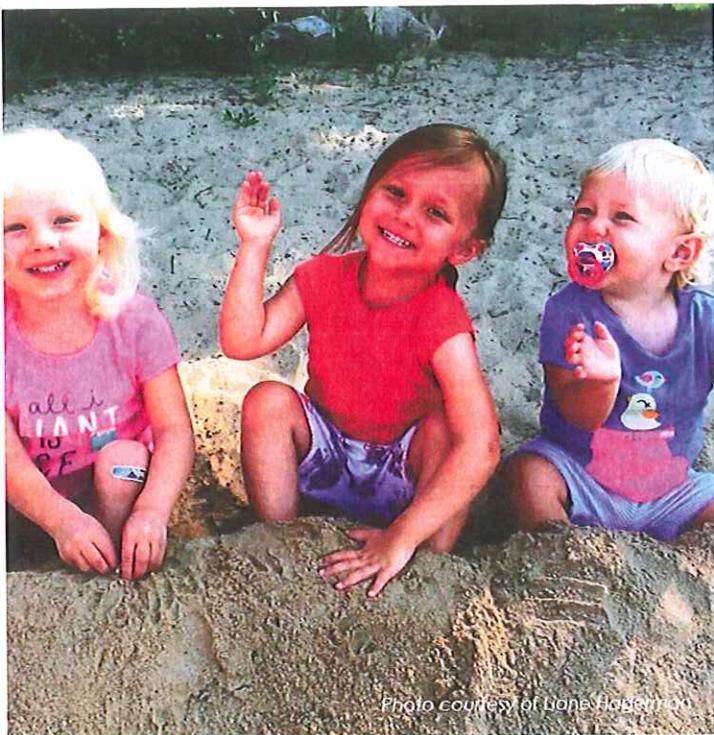


Photo courtesy of Liane Hobert on

EARLY CHILDHOOD BEHAVIORAL HEALTH INITIATIVE

28 FAMILIES SERVED

236 PARTICIPANTS IN PARENT NETWORKING NIGHTS

The Early Childhood Behavioral Health Initiative seeks to establish and sustain a supportive family network to promote social and emotional development, and to enhance behavioral health services for young children age 0-5 in Charlevoix, Emmet and northern Antrim Counties. Parent Networking Nights provide parents of young children with a free evening of dinner and child care, while meeting other parents and learning about parenting and child development resources. Ages & Stages developmental screening was added to the Health Department's Web site at www.nwhealth.org/agesandstages. The Initiative offers support to all parents, regardless of income or insurance status.

FLUORIDE VARNISH APPLICATIONS

2,388 APPLICATIONS 1,123 CARIES ASSESSMENTS

Fluoride varnish is a protective coating that fights tooth decay, one of the most common and preventable diseases in children. The coating is painted on teeth to help prevent new cavities, and to stop cavities that have already begun to form. The coating attaches easily to the teeth, and makes tooth enamel harder. Fluoride varnish applications are available to children participating in WIC, which included 1,245 children in 2014.

BLOOD LEAD SCREENING

1,071 CHILDREN SCREENED

The Health Department screens children for exposure to lead, which can damage the nervous system, kidneys and blood, and is particularly harmful to the developing nervous systems in fetuses and children under six years of age. Common sources of lead exposure in children are house dust contaminated by lead-based paint, and soil contaminated by leaded paint or decades of industrial and motor vehicle emissions.



HEARING AND VISION SCREENING

10,497 SCHOOL-AGE CHILDREN SCREENED

1,693 PRE-SCHOOL CHILDREN SCREENED

842 CHILD REFERRALS FOR TREATMENT

The Health Department provides childhood hearing and vision screening to help prevent delays in the development of speech, language and social skills, which can impact academic performance. Hearing and vision screening identifies problems that would otherwise go undetected, and connects children with essential health care resources before further hearing or vision loss can occur.



The Health Department of Northwest Michigan is mandated by the Public Health Code to promote wellness, prevent disease, provide quality health care, address health problems of vulnerable populations, and protect the environment for the residents and visitors of Antrim, Charlevoix, Emmet and Otsego Counties.

CHILDREN'S SPECIAL HEALTH CARE SERVICES

504 PARTICIPANTS

The Children's Special Health Care Services program covers specialty medical care and equipment costs for families with a child who has a chronic health condition. Nurses and program representatives also connect families with community services, medical equipment, a parent hotline, and travel and lodging assistance for medical appointments.



BREAST AND CERVICAL CANCER CONTROL PROGRAM

790 WOMEN SCREENED, INCLUDING 528 FROM FOUR-COUNTY HEALTH DISTRICT

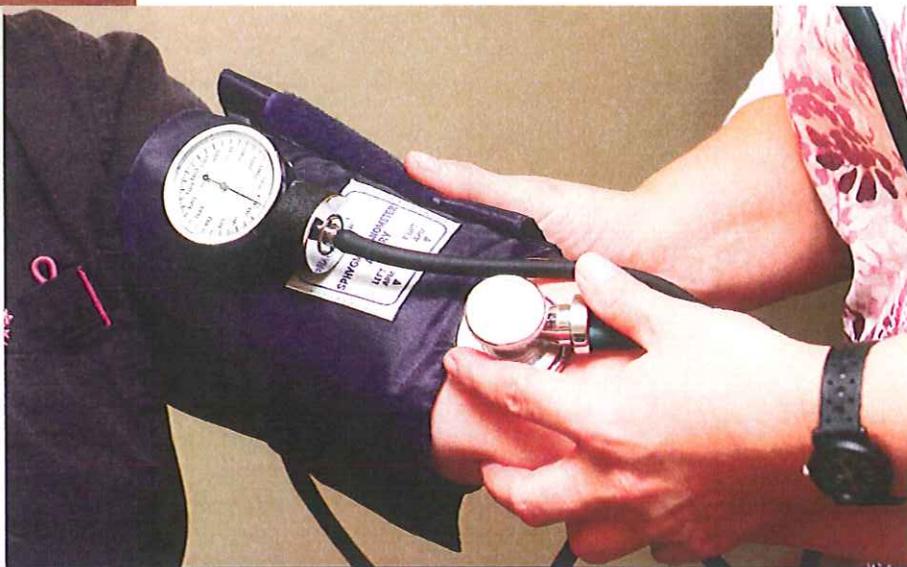
The Health Department provides low-income, uninsured women with free breast and cervical cancer screening, including mammograms. This provides an opportunity to identify cancer at the earliest possible stage, when it is most treatable. If a woman is diagnosed with breast cancer, enrollment in the Medicaid Treatment Act covers costs related to treatment.



WISEWOMAN PROGRAM

369 PARTICIPANTS

Well-Integrated Screening and Evaluation for Women Across the Nation, or WISE-WOMAN, screens low-income, uninsured or under-insured women age 40-64 for heart disease and stroke risk factors, such as nutrition, physical activity, stress and tobacco use. The Health Department's Public Health Nurses provide counseling and referrals to help clients meet health improvement goals.





COLORECTAL HEALTH SCREENING PROGRAM

106 CLIENTS SCREENED

Colorectal cancer is the second leading cause of cancer death in the United States. It is also a cancer that is fully preventable with screening. That's why the Health Department provides uninsured or under-insured women and men, age 50-64, with an at-home screening test that is then analyzed at the Health Department's Northern Michigan Regional Laboratory, and with free colonoscopies if program criteria are met.

FAMILY PLANNING PROGRAM

900 PARTICIPANTS

The Health Department's Family Planning services help men and women make well-informed reproductive health choices, so they can plan for a healthy pregnancy or prevent an unwanted pregnancy. Services include a health history, physical exam, counseling on birth control methods, dispensing of contraceptives such as pills, depo shots, IUDs and nuva rings, and medical follow-up when abnormalities are discovered in the reproductive system.

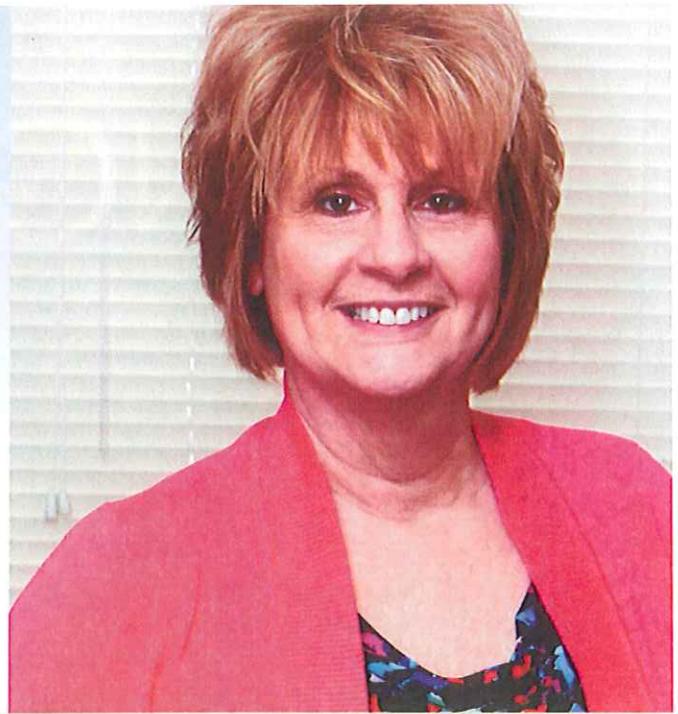


HEALTHY MICHIGAN PLAN, MICHILD, AND HEALTHY KIDS

754 CLIENTS ASSISTED

The **Healthy Michigan Plan** was launched on April 1, 2014 to provide essential health benefits for adults ages 19 through 64 who are not currently enrolled in Medicaid or Medicare, and who are within certain income criteria.

MiChild and **Healthy Kids** provide State of Michigan health insurance coverage to pregnant women and to children and adolescents under age 19. MiChild provides a health insurance policy for just \$10 per family per month, while Healthy Kids provides free health insurance for those who qualify. Enrolling in these highly beneficial resources can sometimes be complex and challenging, which is why the Health Department guides clients through each step of the process and ensures they receive the greatest possible benefit.



COMMUNICABLE DISEASE INVESTIGATION

195 COMMUNICABLE DISEASE INVESTIGATIONS

204 SEXUALLY TRANSMITTED DISEASE INVESTIGATIONS

The Health Department investigates all reportable communicable diseases in Antrim, Charlevoix, Emmet and Otsego Counties. These include such diseases as hepatitis, giardiasis, meningitis, salmonellosis, pertussis, measles, and sexually-transmitted diseases. Interviews are conducted with infected individuals, and also with family, friends, co-workers and others who may have been in contact and are at risk. Health education and treatment is provided, if needed, to prevent the disease from spreading. The Health Department also works with federal, state and local officials to monitor inbound travelers who have been identified as being at risk of possible Ebola exposure.

IMMUNIZATIONS

11,355 DOSES ADMINISTERED

13,529 DOSES DISTRIBUTED

Immunizations prevent diseases that can be dangerous—even deadly—by helping the body safely develop immunity to disease. The Health Department administers and distributes vaccines to prevent the spread of polio, measles, mumps, rubella, influenza, tetanus, diphtheria, chicken pox, meningitis, whooping cough and other communicable diseases. Immunizations are provided in the WIC Program and at the Hornet Health Center, Ironmen Health Center, Health Department office clinics, or in other community locations, such as schools.



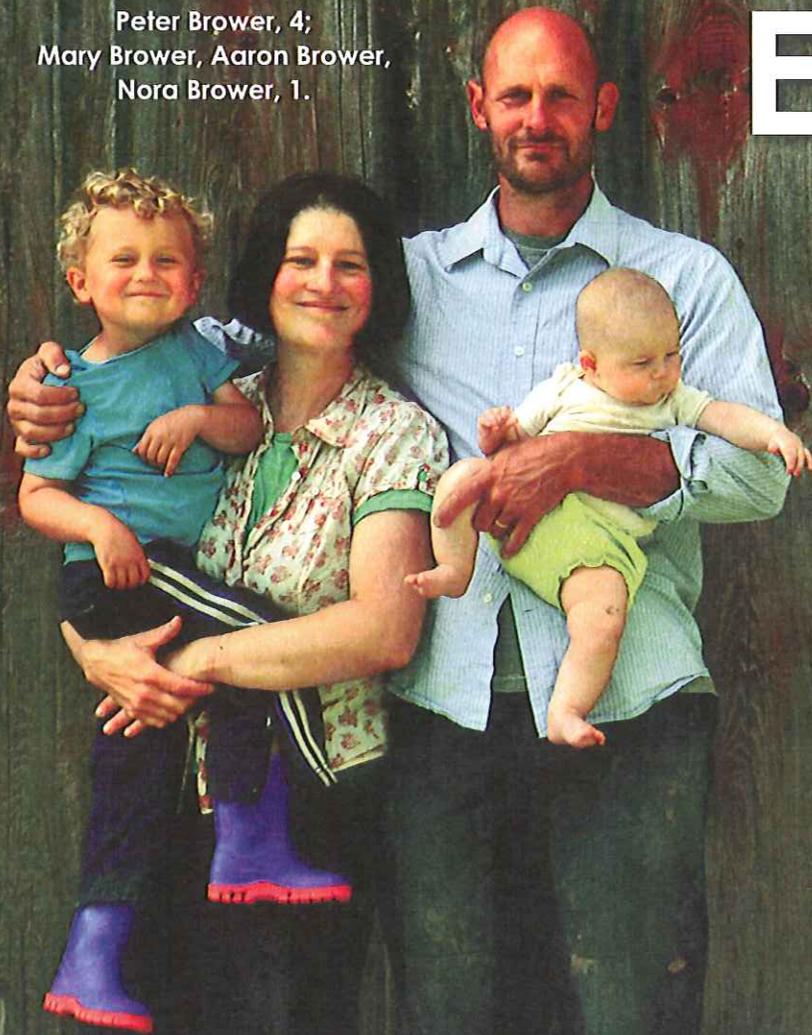
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2014 | REPORT TO THE COMMUNITY

HELPING OTHERS EAT WELL

Peter Brower, 4;
Mary Brower, Aaron Brower,
Nora Brower, 1.



Mary and Aaron Brower know the value of good, nutritious food. As the owners of Bluestem Farm in East Jordan, they're passionate about providing their Northern Michigan neighbors with fresh produce—and making it available to those in need.

"We believe very strongly that good food is fundamental to public health," said Mary Brower. "We also believe there's a definite value in looking someone in the eye and knowing they did their level best to grow the safest, healthiest food they could for your family."

These basic principles, and the Browsers' backgrounds in public service, led to the creation of the Help Others Eat Well Fund. This fund provides Community-Supported Agriculture (CSA) shares to disadvantaged families, who otherwise wouldn't have access to such a variety of locally-grown, organic food. Shares may include vegetables, eggs, and sometimes even pork and chicken.

Erika Van Dam, Director of Community Health at the Health Department of Northwest Michigan, is a CSA member with Bluestem Farm. When she learned about the Browsers' Help Others Eat Well Fund, she volunteered the Health Department's assistance.

SUPPLEMENTAL NUTRITION ASSISTANCE

868 PEOPLE RECEIVED EVIDENCE-BASED NUTRITION EDUCATION

Nutrition education was delivered to kids with the Kids in the Kitchen program, to older adults with the Eat Smart, Live Strong program, and to hundreds of community members with the Health Department's cooking demonstrations and taste-testing program. The Health Department works with a multitude of partners throughout the four-county district, including schools, emergency food distributors, farmers' markets, and commissions on aging, to schedule classes that teach cooking skills and introduce ways to eat healthy on a budget. Through the Supplemental Nutrition Assistance Program Education (SNAP-Ed), people of all ages are learning new recipes, trying new foods, and practicing cooking skills to help them eat more fruits and vegetables and improve their nutrition.

Now, Health Department nurses, social workers, registered dieticians, and public health technicians identify the families who would benefit most from the fund, while Bluestem Farm provides the fresh, healthy produce that makes up the CSA shares.

Fund recipients pick up their shares alongside other CSA members and are not treated any differently. "There have been some moving thank-yous," Brower noted. One individual, a father employed in construction, was temporarily unable to work due to an injury he had suffered. "He always seemed pretty reserved when picking up his shares," she said. "One evening when my husband was delivering shares, though, the man gave him a huge bear hug, pressed \$10 into his hand, and asked him to give it to the next family who needed food."

Based on Bluestem Farm's collaboration with the Health Department, Brower urges other entities to reach out to the Health Department.

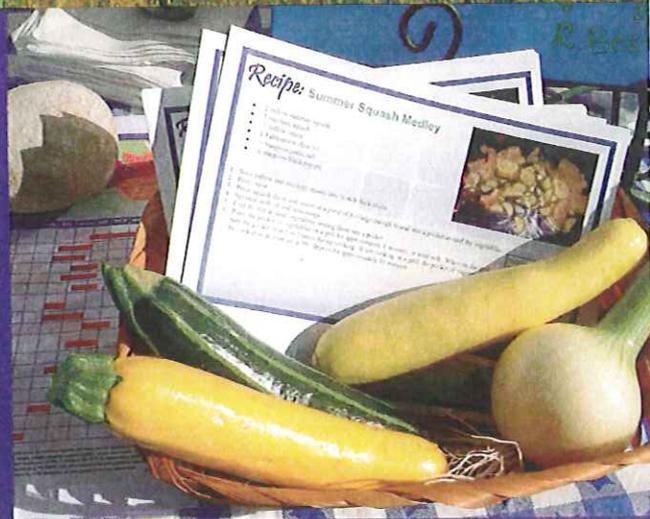
"There's no question, this program wouldn't be what it is without the Health Department of Northwest Michigan," she says. "What our farm brings to the table is a plentiful amount of good, donated food. But what we don't have is the expertise—or, we feel, the right—to decide who should receive the shares and who shouldn't. Because the Health Department is in a unique position to see needs across a large area and to match people with services, we're able to make the good 'fits' that are so important with this type of initiative."

Last year, the Help Others Eat Well Fund pledged \$2,340 worth of CSA shares to seven families. These donations came from local organizations, fundraiser events, and individuals who wanted to make fresh, healthy and responsibly-grown produce available to those in need.



Photos courtesy of Mary Brower

PROGRAM EDUCATION



HEALTHY HABITS, HEALTHY COMMUNITIES

TOBACCO PREVENTION PROGRAM

The Health Department has focused its efforts on enacting smoke-free and tobacco-free policies at local public parks and beaches, increasing the number of tobacco-free parks and beaches from just one in 2013, to ten in 2014, across five municipalities.

In addition, as of November 1, 2014, the Health Department enacted policies to help ensure that all of its own facilities, grounds and any vehicles on its premises would be 100 percent tobacco-free. These policies set a positive example for the community, and are an essential first step in changing public attitudes, habits and expectations regarding tobacco use.

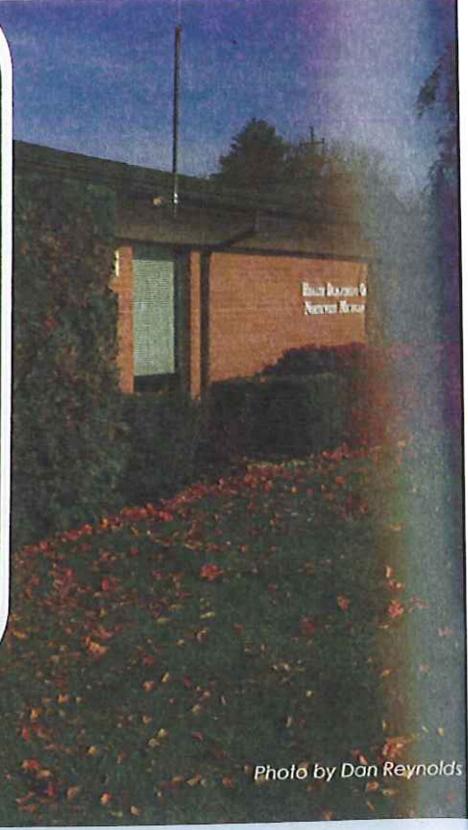
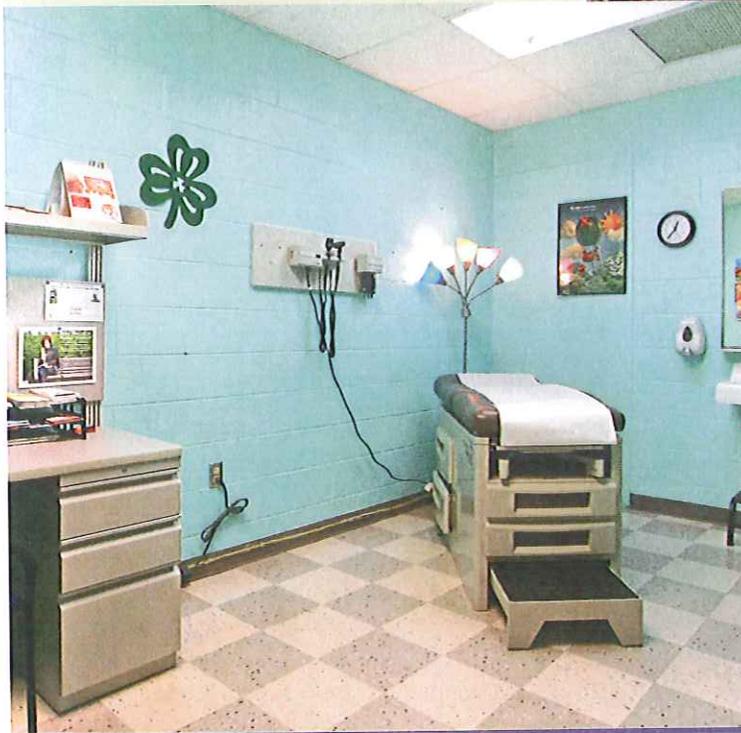


Photo by Dan Reynolds



SCHOOL-BASED SERVICES

HORNET HEALTH CENTER: 1,244 VISITS SERVING 384 STUDENTS AGE 5-21

IRONMEN HEALTH CENTER: 1,214 VISITS SERVING 507 STUDENTS AGE 10-21

BOYNE CITY RAMBLER WELLNESS PROGRAM: 1,845 VISITS SERVING 493 STUDENTS

The Health Department's Child and Adolescent Health Centers, which include the Hornet Health Center in Pellston and the Ironmen Health Center in Mancelona, provide primary care and mental health services on public school campuses. The Boyne City Rambler Wellness Program, launched in 2011, includes nursing services, group and individual health education, school staff training, and mental health services for Boyne City school students.

SUBSTANCE USE PREVENTION



The Health Department's substance use prevention programs are research-based, and are considered best practices for preventing the use of drugs, alcohol, tobacco and other substances. Preventing use among adolescents means preventing a lifetime of health and social problems. Substance use may lead to suicide, early and unsafe sexual activity, and motor vehicle accidents. The Health Department educates students within the classroom and adults throughout the community on the dangers of alcohol, tobacco, prescription drugs and other drugs.

Substance abuse prevention activities include:

- School-based prevention education
- Presentations to adults on prescription drug abuse
- Press releases to regional TV, radio and print media
- Participation in, and promotion of, safe disposal of prescription drugs
- Education of alcohol retailers to prevent intoxication, drunk driving and, especially, underage drinking
- Establishment of coalitions that support the prevention of youth substance use, through policy, system and environmental change

SAFE ROUTES TO SCHOOL

Walking and bicycling to school—rather than riding in a bus or car – can offer significant health benefits to children and adolescents. Through the Safe Routes to School program, the Health Department partners with area school districts, citizens and community leaders to ensure there are safe, barrier-free routes for pedestrians and bikes to reach school buildings. During 2014, Mancelona and Petoskey Schools joined Pellston, Boyne City and East Jordan as program participants.

City leaders, school administrators, parents and students participated in planning meetings to review existing infrastructure and create action plans for improvement. The action plans were used by city officials, schools and the Health Department to write federal grant applications supporting safe, walkable and bikable communities for students. As a result, Boyne City and East Jordan Schools were awarded federal grants of approximately \$400,000 each during 2014.

TRANSFORMATIONAL ADOLESCENT HEALTH CARE

The Health Department is transforming school-based health care by redesigning the way services are delivered. Two models are being implemented—Integration of physical health and mental health services and the Pathways Community HUB Model, called THE HUB: Community Connections in our region.

THE HUB: Community Connections Program:

- Improves family independence
- Improves overall child and adolescent health indicators
- Improves school connectedness and engagement for children and adolescents

By improving its focus on the families and adolescents with the greatest need, THE HUB: Community Connections Program is helping families break down barriers and is connecting them to resources to receive needed health care.

By integrating mental health and physical health services, the school-based health center teams are:

- Innovating a health care system in which clients are offered comprehensive care within the clinic setting
- Recognizing the unique demands of mental health and behavioral health care
- Expanding the model of integration beyond the clinic's walls, into the school building and the community

Healthier kids **learn better**, better learners **graduate**,
and students that graduate go on to lead **healthier lives**.

HOME CARE & HOSPICE

ONE OF OUR OWN

WHEN AMY WIELAND BECAME EXECUTIVE DIRECTOR OF HOSPICE OF NORTHWEST MICHIGAN IN 2014, SHE DIDN'T EXPECT ONE OF THE AGENCY'S NEWEST PATIENTS TO BE A DEAR COLLEAGUE AND FRIEND OF THE HEALTH DEPARTMENT - HER OWN MOTHER.

Ruth McKinney was a lifelong Charlevoix resident, beloved by many - especially by her colleagues at the Health Department of Northwest Michigan, where she worked for 28 years. Her work with the Health Department reflected her deep roots in the community, and she was involved in countless other community activities. Her love of music motivated her to stay active in the Charlevoix City Band, East Jordan City Band, Harbor Springs City Band and the "Geezer" Band.

"She had so many meaningful connections, people in this community and right here at the Health Department who cared deeply for her," recalls Amy Wieland, Ruth's daughter. Amy also worked at the Health Department for many years until, in the spring of 2014, she accepted the position of Executive Director for its charitable partner organization, Hospice of Northwest Michigan.

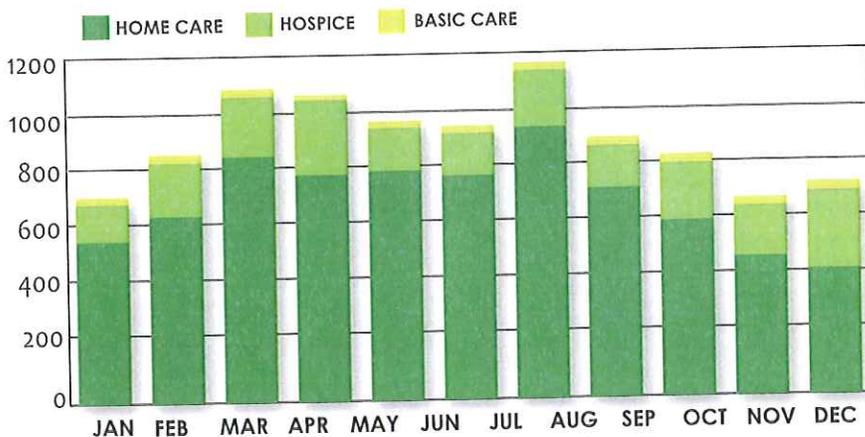
Caught up in the excitement and demands of her new role, Amy was completely unprepared for what was about to happen: Her mother, Ruth, developed a serious illness that progressed quickly. The family knew she did not have long to live. While they were all still reeling from the terminal diagnosis, Amy, her sisters and Ruth herself had to confront some major decisions in a hurry.

"My mother knew what she did and did not want," Amy says. "And just a few weeks after starting my new position with Hospice of Northwest Michigan, I found myself supporting her decision to enter into Hospice care."

Although she and her family were a part of the decision to choose comfort care for Ruth, Amy says she didn't feel like she was doing enough. "Honoring her wishes was hard at first, because it was a challenge to distinguish her pain and fears from our own. But we came to understand that honoring a loved one's wishes can bring great comfort to all of us, especially when Hospice is there to help us through the process."

Ruth was 68 when she passed away, at home, surrounded by her family.

10,363 TOTAL HOME CARE & HOSPICE VISITS IN 2014



SPECIAL EVENTS & SERVICES HOSTED BY HOSPICE OF NORTHWEST MICHIGAN

Handling Grief & Loss: 5-week sessions offered on a quarterly basis

Annual National Bereavement Teleconference, April 10, 2014: **Living with Grief: Helping Adolescents Cope with Loss**

Annual Memorial Service, November 2, 2014

Grief Support Workshop, November 11, 2014: **Handling the Holidays**

Boyer City Remembrance Event, December 5, 2014: **Lights of Love**



The Health Department of Northwest Michigan is mandated by the Public Health Code to promote wellness, prevent disease, provide quality health care, address health problems of vulnerable populations, and protect the environment for the residents and visitors of Antrim, Charlevoix, Emmet and Otsego Counties.

Ruth McKinney, center, surrounded by her daughters Jamie (left), Amy (top center) and Ellen (right), and young granddaughter Isabella.



Photo courtesy of Amy Wieland

In her devastation, Amy knew she was going through exactly what family members of other Hospice patients endure. She was getting an unwelcome crash course in every aspect of the Hospice experience, from her leadership role, to the role of the caregiver making hard decisions, to the role of the grieving family member who must carry on despite all the unanswered questions. Amy now feels that the experience reinforced her commitment to the mission of Hospice.

"My mother taught me the most important aspects of my work in Hospice care," she explains. "I feel strongly about addressing the many misconceptions about Hospice. My family waited too long to get Hospice involved on my mother's behalf because of those misconceptions."

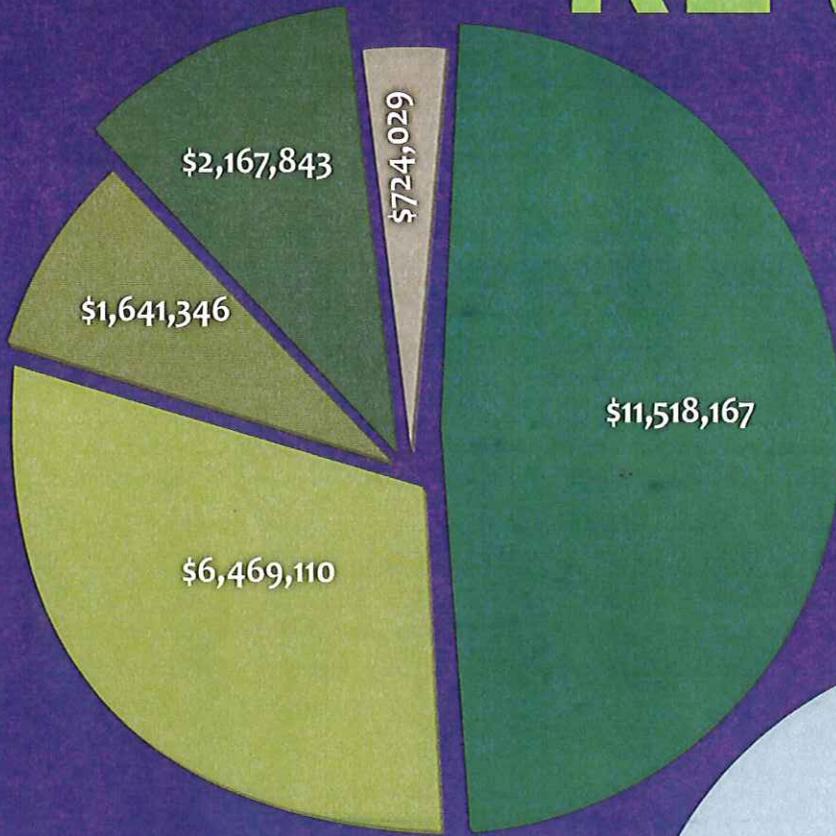
According to Amy, one key misconception is that enrolling in Hospice is the final step before one's death. Although Hospice does specialize in care of those who may be in their last six months of life, some patients' health does improve enough that they can "graduate" and Hospice is no longer needed. And, in many cases, getting a Hospice care team in place early can actually prolong a patient's life, while also improving the quality of life.

"I hope to change public perceptions of Hospice for the better, to ease fears and to educate our community on what Hospice really is all about," Amy says. "We always have a choice. Working with Hospice allows us to choose how we and our loved ones will live during one of the most important stages of our lives."

ABOUT HOSPICE OF NORTHWEST MICHIGAN

- ♥ Hospice NWM is the only independent, 501(c)(3) non-profit Hospice in the region. It is not owned by, affiliated with or financially supported by a hospital, corporation or other for-profit interest.
- ♥ Hospice NWM's independence allows much more flexible in its ability to meet the immediate needs of its patients and their families.
- ♥ Hospice NWM's grief support and bereavement services are open to the community, free of charge. These services support anyone suffering a loss or difficult life transition of any kind, including job loss, military deployment, relocation, divorce, or the death of a loved one or a pet.
- ♥ Hospice NWM allows patients to keep their own physicians and works with them, rather than assigning a new Hospice physician.
- ♥ Hospice NWM partners with the We Honor Veterans program. All staff, volunteers and veteran volunteers are trained to assist veterans with the unique challenges they may face at the end of life.
- ♥ Hospice NWM services are available 24/7, 365 days a year, and staff can generally respond in person within 30 minutes.
- ♥ Hospice NWM staff are cross-trained in both Home Care and Hospice. Patients can transition seamlessly between the two, as needed.
- ♥ Hospice NWM turns no one away for any reason, including lack of funds.

EXPENSES & REVENUES

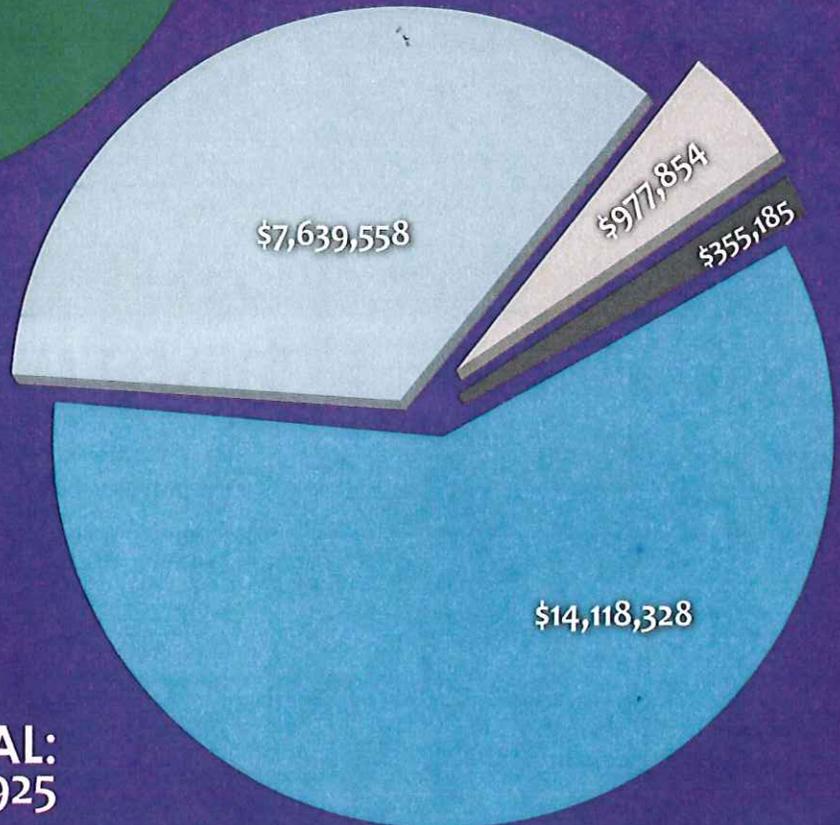


EXPENSES

BY PROGRAM

- DENTAL CLINICS NORTH
- FAMILY & COMMUNITY HEALTH
- ENVIRONMENTAL HEALTH
- HOME CARE & AGING SERVICES
- OTHER

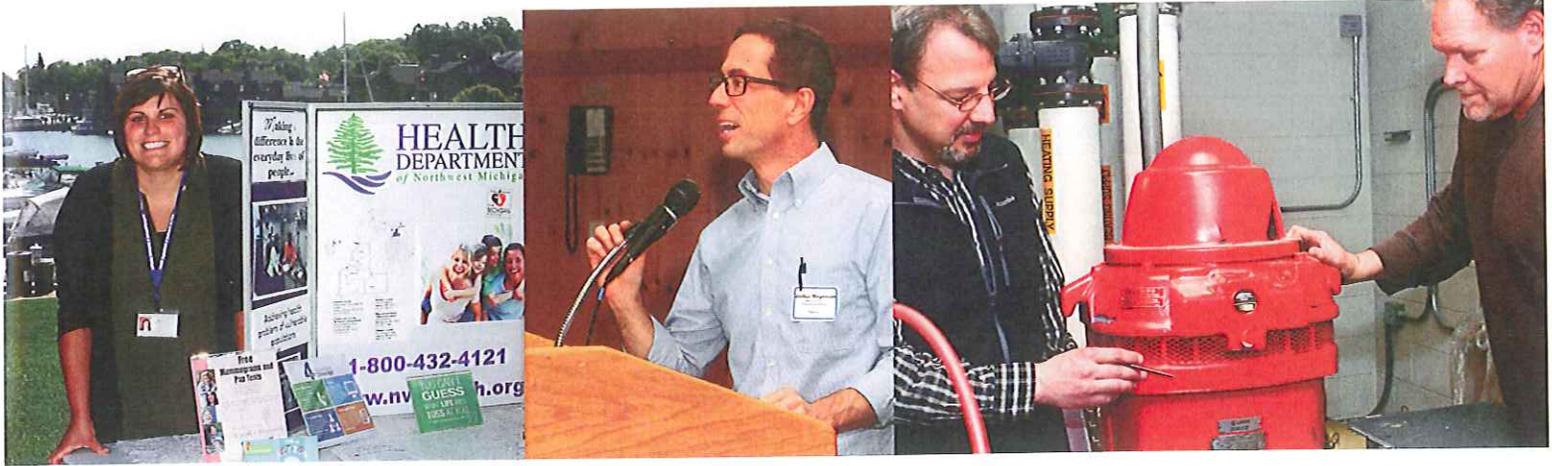
TOTAL:
\$22,520,495



REVENUES

- STATE & FEDERAL FUNDS
- LOCAL APPROPRIATIONS
- COMMUNITY GRANTS
- FEES & COLLECTIONS

TOTAL:
\$23,090,925



The Health Department invests carefully in services that benefit every part of your community.

GRANTS & COMMUNITY SUPPORT

THE HEALTH DEPARTMENT OF NORTHWEST MICHIGAN IS GRATEFUL FOR THE SUPPORT WE RECEIVED FROM COMMUNITY ORGANIZATIONS AND OUR COMMUNITY PARTNERS DURING 2014.

Antrim County High Tea for Breast Cancer Prevention
Bellaire Lioness Club
Bella Vista Landscaping
Char-Em United Way
Charlevoix Area Hospital
Charlevoix Women's Circle
Charlevoix County Community Foundation
Church in the Hills
City of Boyne City

Delta Dental of Michigan
Frey Foundation
Gaylord Fraternal Order of Eagles #1825
McLaren Northern Michigan
Michigan Fitness Foundation
Munson Medical Center
Otsego Memorial Hospital - Gaylord
Petoskey-Harbor Springs Area Community Foundation
Robert Wood Johnson Foundation

DENTAL CLINICS NORTH COMMUNITY PARTNERS

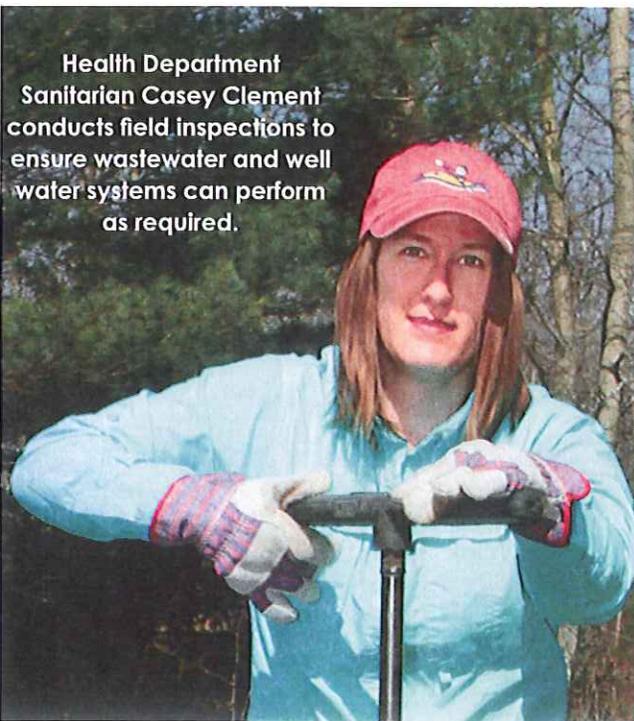
Benzie County COA
Char-Em United Way
Charlevoix County Community Foundation
Emmet County Senior Grant
Father Fred Foundation
Good Samaritan Family Services

Kalkaska Area Interfaith Resources
Leelanau County Senior Services
Northern Health Plan
Petoskey-Harbor Springs Area Community Foundation
Salvation Army, Cheboygan

PROTECTING & PROMOTING ENVIRONMENTAL HEALTH

PROTECTING

PARADISE

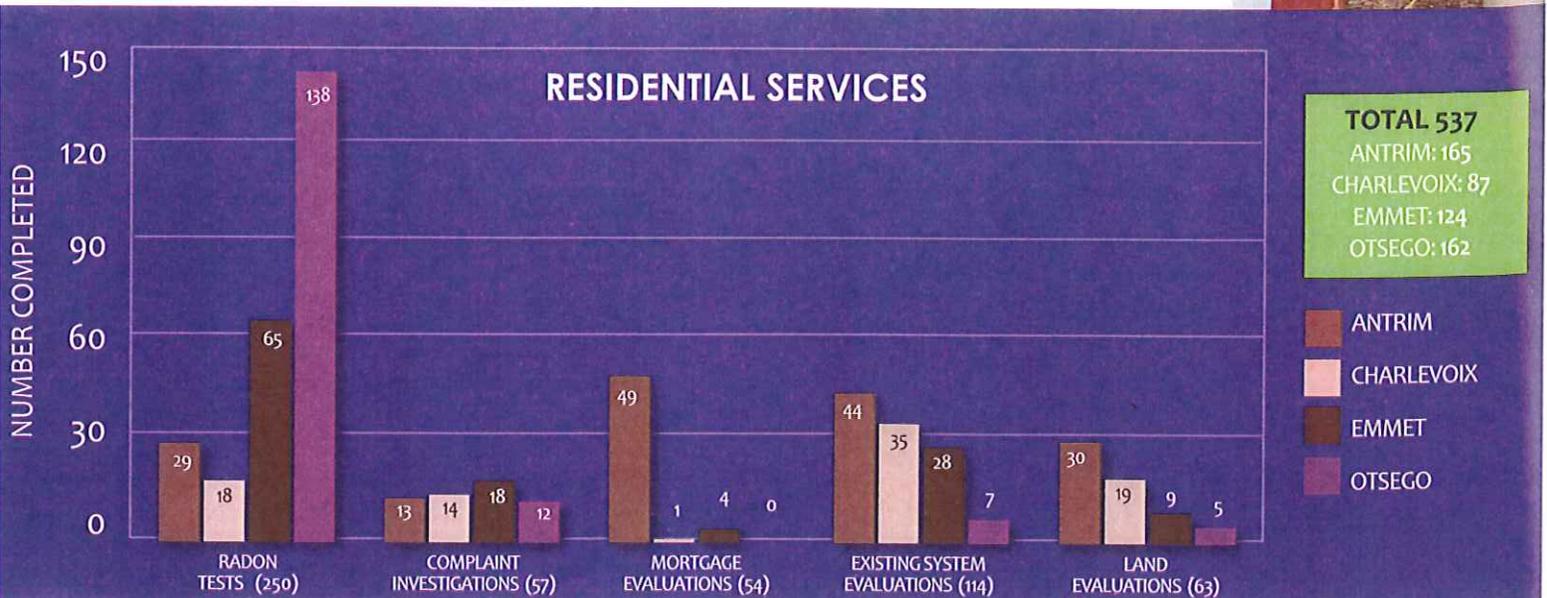
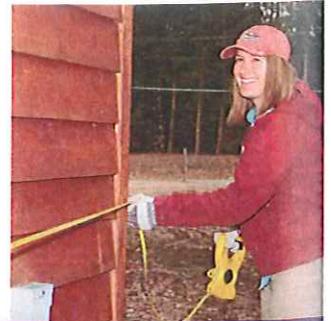


Health Department Sanitarian Casey Clement conducts field inspections to ensure wastewater and well water systems can perform as required.

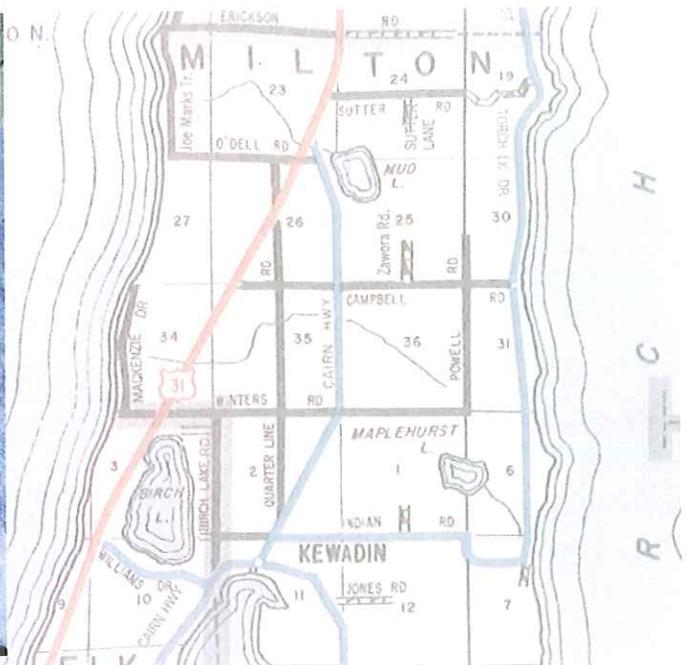
Antrim County's Milton Township is, for many, a paradise. Nestled between Lake Skegemog, Elk Lake, Torch Lake and of course Lake Michigan, the township is a much sought-after location for homes and seasonal cottages.

But with a great location comes great responsibility. Milton Township officials and the Health Department of Northwest Michigan are committed to protecting public health by maintaining the delicate balance between built water and wastewater systems and the natural environment—a balance that is especially important for a township bordered by four different lakes. That's why, in October 2012, Milton Township became the first in the four-county Health District to enact a Time-of-Transfer (TOT) Ordinance for property transactions. The ordinance is important for buyers, sellers and other stakeholders to understand.

"Sellers in Milton Township are required to have septic and well systems inspected prior to a sale," explains Casey Clement, a sanitarian with the Health Department's Antrim County office. "The sale can't close without it." Milton Township and its residents look to the Health Department to test well water through its Northern Michigan Regional Lab in Gaylord, and also to assess the function and appropriateness of on-site sewage systems. These inspections also reveal whether further development of the property, or additions to the home, might be possible for the buyer.



The Health Department of Northwest Michigan is mandated by the Public Health Code to promote wellness, prevent disease, provide quality health care, address health problems of vulnerable populations, and protect the environment for the residents and visitors of Antrim, Charlevoix, Emmet and Otsego Counties.

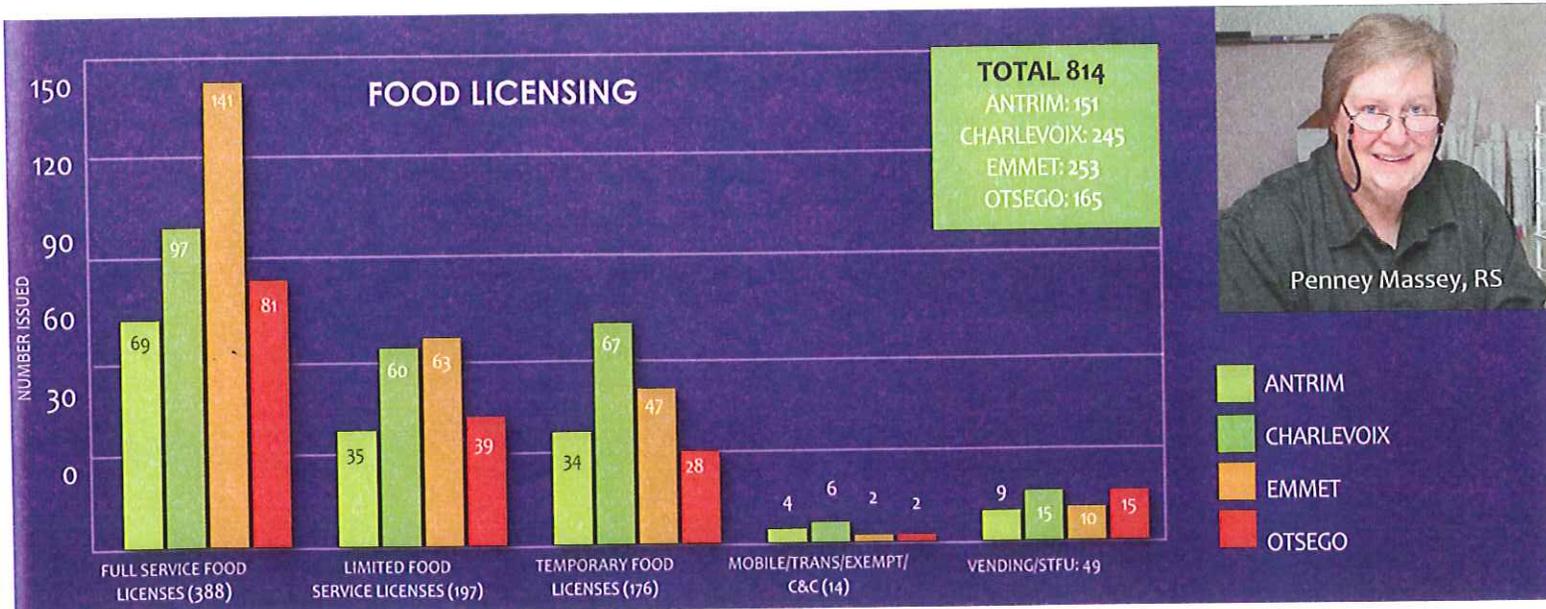


The Health Department works as a supportive partner of home buyers, sellers and real estate professionals alike. The Time-of-Transfer Ordinance is an opportunity to provide essential services and information to each party, and to preserve the natural environment that draws thousands to Northern Michigan each year.

"Most local realtors know the ordinance well," Clement says. "But people who sell by owner, or who work with realtors from outside the area, are sometimes caught by surprise." When problems are found, they must be resolved by the seller before the property can legally change hands.

Toni Morrison, an area realtor and Elk Rapids native, has supported the ordinance since its inception. "It seemed to have a smooth implementation," she says, adding that the ordinance has been "eye-opening" because it revealed some long-neglected problems in residential wastewater and well water systems within the township. "Real estate professionals are able to inform their clients and incorporate the ordinance into the process of a residential sale," she says. "We try to get all time-of-transfer requirements taken care of when a property is listed, so we don't have to do it at the last minute."

Chris Weinzapfel, Zoning Administrator for Milton Township, says the TOT ordinance protects homebuyers, as well as the Township's precious natural environment. "If I'm a homebuyer, I would expect it," he says. "I'd feel much more comfortable knowing the septic and well meet basic requirements." Weinzapfel said the ordinance may serve as a model for other townships considering similar measures to protect buyers from disastrous and costly surprises.



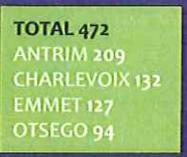
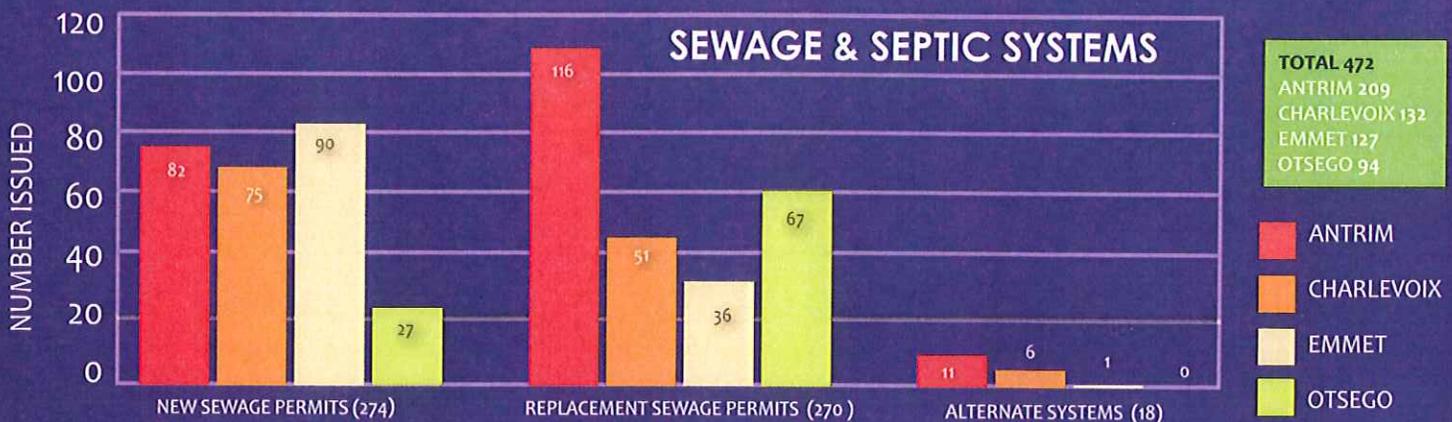
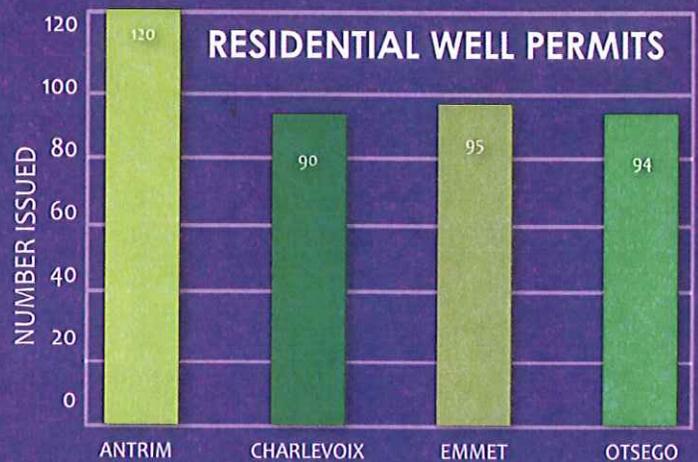
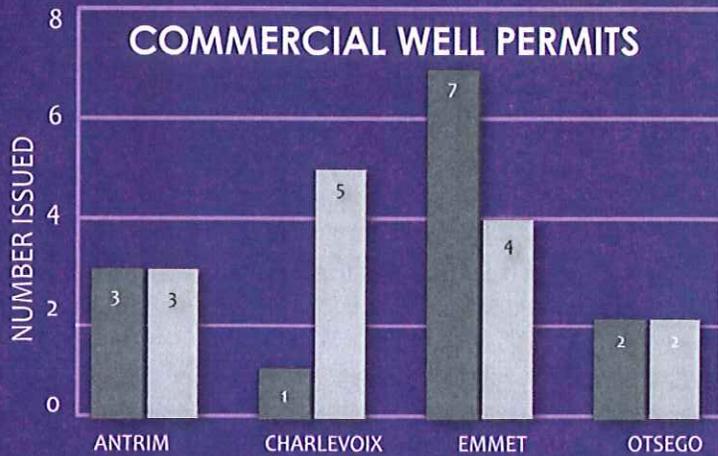
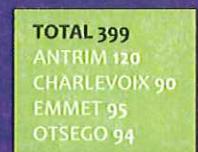
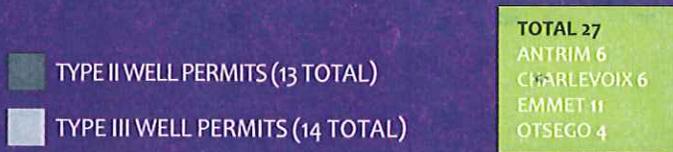
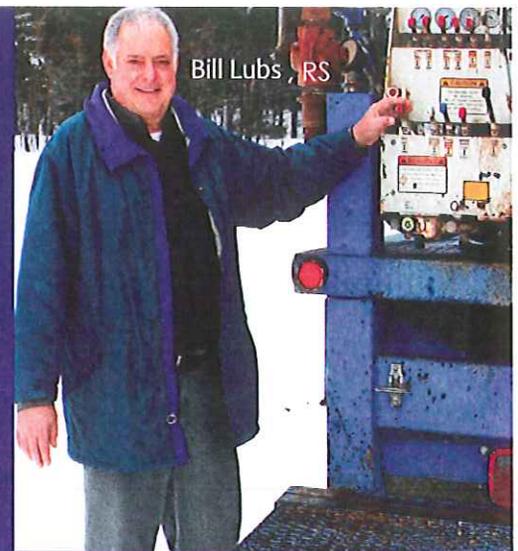
WELL AND SEPTIC SYSTEMS

The Health Department holds primary responsibility for the surveillance, investigation and prevention of waterborne illness in Northwest Michigan, and is committed to the protection of ground and surface waters. It is also responsible for inspecting, permitting and conducting investigations of public and private wastewater systems.

A Noncommunity or "Type II" Water Supply is a water system that provides water for drinking or household purposes to 25 or more persons at least 60 days per year, or has 15 or more service connections. Examples of non-community systems include schools, restaurants, churches, campgrounds, industries and highway rest stops with their own water supply systems.

In 1974, out of concern for the quality of water we drink, Congress passed the Safe Drinking Water Act, which gave the Environmental Protection Agency (EPA) responsibility for establishing and enforcing drinking water quality standards nationwide. The Michigan Safe Drinking Water Act (Act 399) was enacted in 1976, and requires all Type II facilities to collect water samples for specific parameters, and at specific intervals.

Type III water supplies are those not intended for use as drinking water. They are generally for test wells, irrigation and other industrial uses.

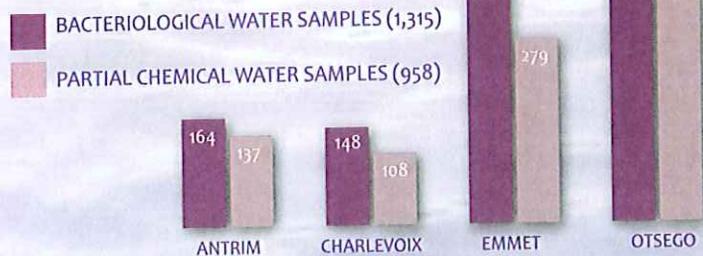


NORTHERN MICHIGAN REGIONAL LABORATORY

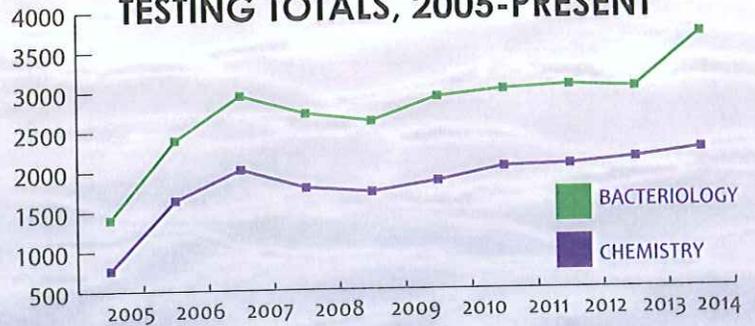
The Northern Michigan Regional Laboratory serves a 19-county region from its location at the Health Department facility in Gaylord. In partnership with the Michigan Departments of Community Health and Environmental Quality, the lab provides timely, accurate water analyses to serve public health needs.

Water samples for testing can be dropped off at the Health Department's facilities in Bellaire, Charlevoix, Gaylord and Harbor Springs.

TOTAL 2,273
 ANTRIM 301
 CHARLEVOIX 256
 EMMET 663
 OTSEGO 1,053



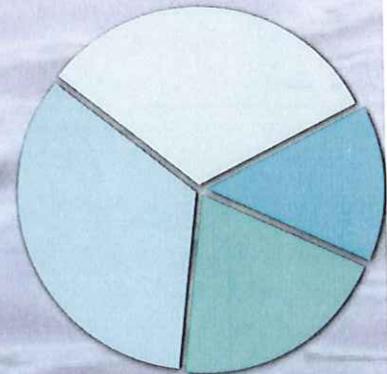
NORTHERN MICHIGAN REGIONAL LABORATORY 19-COUNTY WATER TESTING TOTALS, 2005-PRESENT



PUBLIC BATHING BEACH SAFETY MONITORING

The Health Department's Bathing Beach Safety Monitoring Program monitored the water quality at 28 beaches throughout Antrim, Charlevoix, Emmet and Otsego Counties during 2014, and analyzed a total of 1,030 surface/bathing beach water samples.

- ANTRIM COUNTY: 9 beaches
- CHARLEVOIX COUNTY: 7 beaches
- EMMET COUNTY: 7 beaches
- OTSEGO COUNTY: 9 beaches



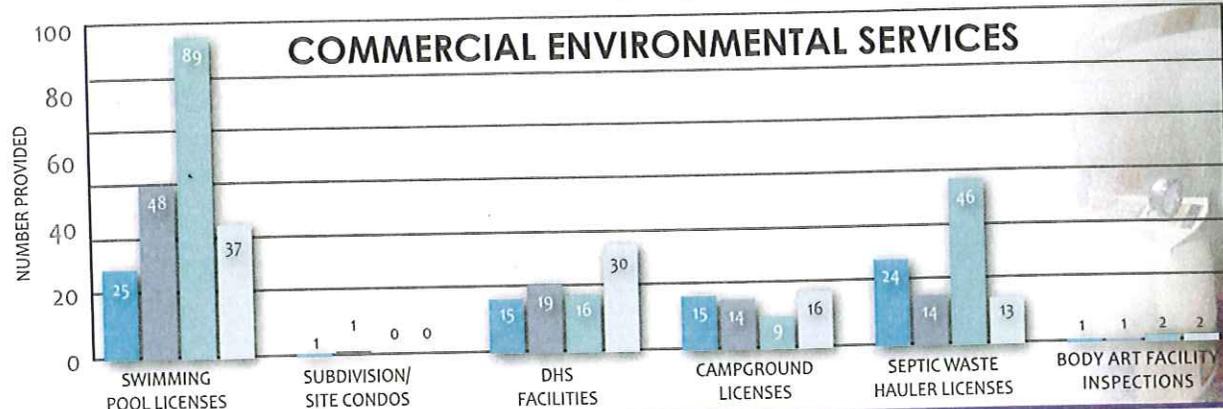
TOTAL: 28 BEACHES, INCLUDING 10 GREAT LAKES & 18 INLAND LAKES BEACHES

TOTALS
 SWIMMING POOL LICENSES: 199
 SUBDIVISION/SITE CONDOS: 2
 DHS FACILITIES: 80
 CAMPGROUND LICENSES: 54
 SEPTIC WASTE HAULER LICENSES: 97
 BODY ART FACILITY INSPECTIONS: 6

- ANTRIM
- CHARLEVOIX
- EMMET
- OTSEGO



Dan Begnoche, RS



SMILING... BECAUSE I CAN

DENTAL CLINICS NORTH CAN TRANSFORM LIVES LIKE KHATRINA'S—WITH A LITTLE HELP FROM THE HEALTHY MICHIGAN PLAN.

Khatrina Baker found social situations "really difficult" —but not because she was anti-social. She suffered from severe, persistent dental problems that affected the appearance of her teeth and made her feel extremely self-conscious. As a result, she didn't enjoy dating, and her concern for her appearance made it hard to apply for certain job openings.



"I never liked to smile," said Khatrina, a 31-year-old Traverse City resident. On the rare occasion she did smile, it became a habit to hide her mouth with her hand.

Khatrina faced dental problems her entire life, but trying to fix one tooth at a time without insurance—at upwards of \$1,000 per tooth—was not feasible for her. When the Healthy Michigan Plan was introduced in 2014, she took action by enrolling herself online. And, when her oral health took a turn for the worse, Khatrina made her first appointment at Dental Clinics North in Traverse City.

The pain in Khatrina's mouth had become debilitating. "My teeth were literally falling out," she said. "It was extremely painful."

DCN's Traverse City dentist, Dr. Jack Williams, took on Khatrina's case. He found infections down to the bone in several teeth, and recommended extraction with denture replacement.

"I started bawling, right there in the dental chair," Khatrina recalled. The thought of losing all her teeth was devastating, to say the least. "But at that moment, Dr. Williams leaned over and gave me a big hug. He said, 'I promise to make you beautiful.'"

Khatrina found the Dental Clinics North clinic very welcoming, and said that she never felt like she was being judged for needing dentures at her young age. "Everybody treated me like a real person," she said. "I fell in love with everyone there! Dr. Williams is a great doctor, and the staff is amazing."

**SCHOOL-
BASED
SCREENINGS**
14 participating
schools in 2014;
3,992 children
screened.



NORTHERN DENTAL PLAN

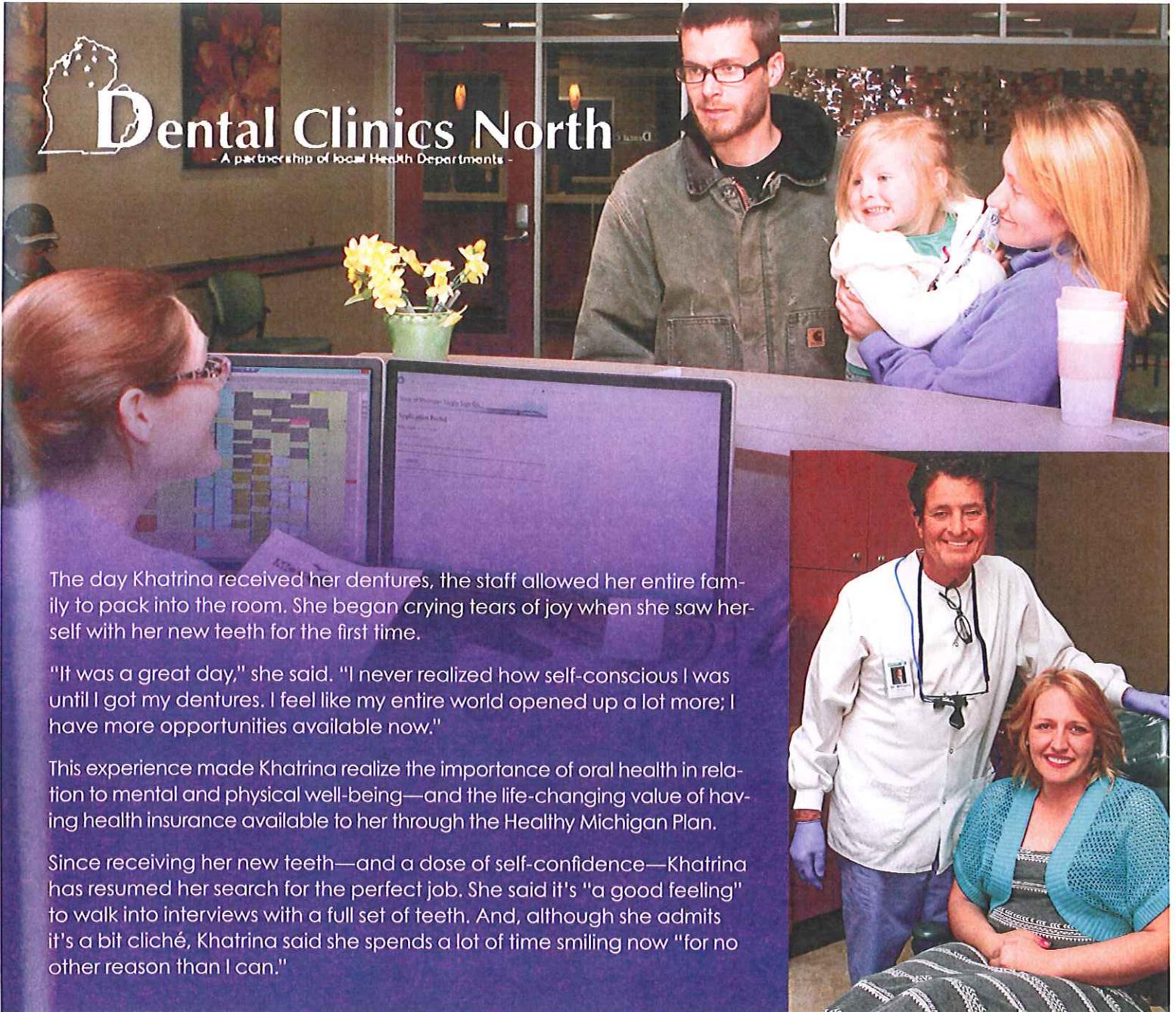
\$ Provided dental services at a reduced fee to **3,783** uninsured people in Northern Michigan. 

\$ Provided **\$410,920** in financial assistance to 1,004 patients, of whom 554 were from Antrim, Charlevoix, Emmet and Otsego Counties.



Dental Clinics North

- A partnership of local Health Departments -

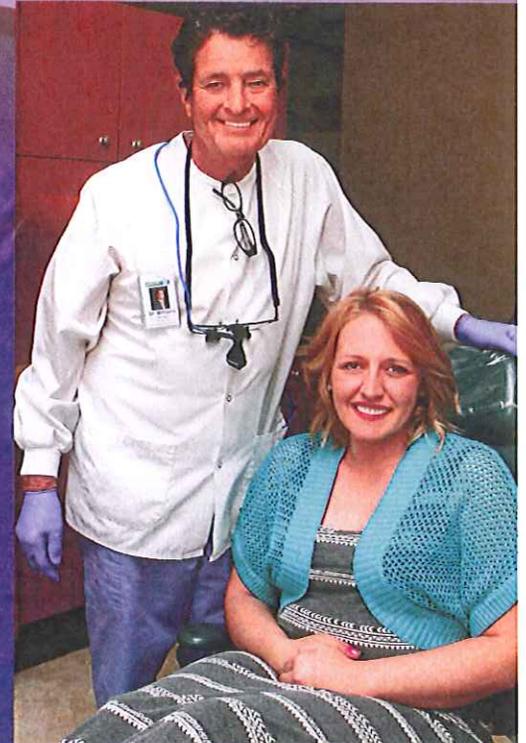


The day Khatrina received her dentures, the staff allowed her entire family to pack into the room. She began crying tears of joy when she saw herself with her new teeth for the first time.

"It was a great day," she said. "I never realized how self-conscious I was until I got my dentures. I feel like my entire world opened up a lot more; I have more opportunities available now."

This experience made Khatrina realize the importance of oral health in relation to mental and physical well-being—and the life-changing value of having health insurance available to her through the Healthy Michigan Plan.

Since receiving her new teeth—and a dose of self-confidence—Khatrina has resumed her search for the perfect job. She said it's "a good feeling" to walk into interviews with a full set of teeth. And, although she admits it's a bit cliché, Khatrina said she spends a lot of time smiling now "for no other reason than I can."



Dental Clinics North, a partnership of local health departments, is administered by the Health Department of Northwest Michigan, with clinical services provided by Michigan Community Dental Clinics. We provide care to patients with Medicaid, Healthy Michigan Plan, Delta Healthy Kids, MIChild, Northern Dental Plan, and uninsured.



TOTAL CLIENTS SERVED

24,531, including 9,042 from Antrim, Charlevoix, Emmet and Otsego Counties.

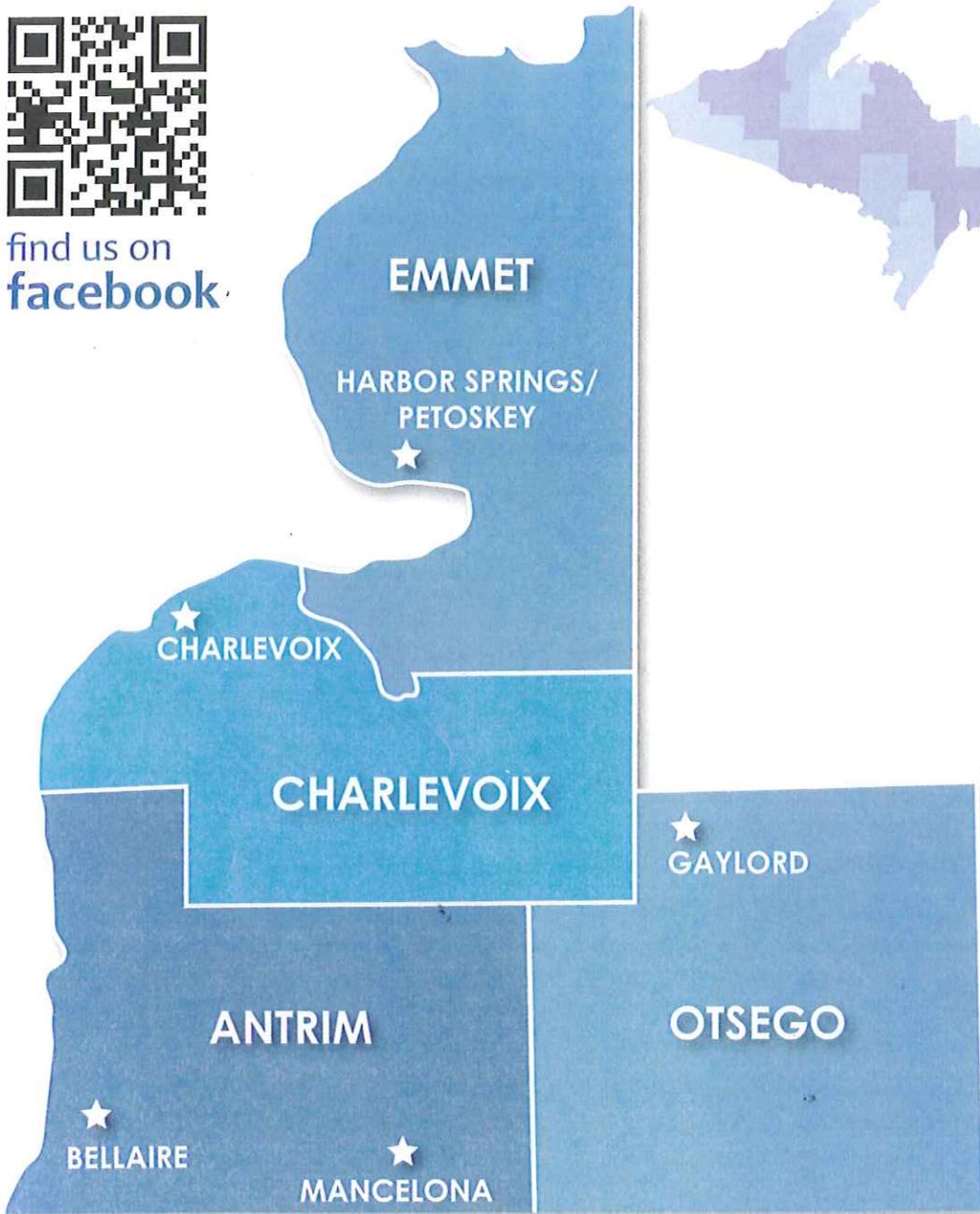
CLIENTS SERVED

ALPENA	2,002
CHEBOYGAN	1,803
EAST JORDAN	1,817
GAYLORD	3,172
MANCELONA	2,512
PETOSKEY/HARBOR SPRINGS	2,474
TRAVERSE CITY	6,276
WEST BRANCH	3,066
HOSPITAL PROGRAM	164
WIC FLUORIDE VARNISH (HDNW)	1,245





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EMMET COUNTY

3434 Harbor-Petoskey Rd., Suite A
Harbor Springs, MI 49740

Hornet Health Center
Pellston High School
172 Park St.
Pellston, MI 49769

CHARLEVOIX COUNTY

220 W. Garfield
Charlevoix, MI 49720

ANTRIM COUNTY

209 Portage Dr.
Bellaire, MI 49615

**Mancelona Family
Resource Center/Ironmen
Health Center**
205 Grove St.
Mancelona, MI 49659

OTSEGO COUNTY

95 Livingston Blvd.
Gaylord, MI 49735



**HEALTH
DEPARTMENT**
of Northwest Michigan

ANTRIM | CHARLEVOIX | EMMET | OTSEGO

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www.nwhealth.org

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| Alpena | Harbor Springs/Petoskey |
| Cheboygan | Mancelona |
| East Jordan | Traverse City |
| Gaylord | West Branch |

OTSEGO COUNTY
Board of Commissioners



EXECUTIVE SUMMARY

AGENDA ITEM: July 21, 2015 Warrant	AGENDA DATE: July 28, 2015
AGENDA PLACEMENT: New Business, A. Financials, Item 1	ACTION REQUESTED: Motion to Approve
STAFF CONTACT(S): Rachel Frisch, Finance Director/Assistant Administrator	ATTORNEY REVIEW: No

BACKGROUND/DISCUSSION:

The County issues a check disbursement report (Warrant) every week for County payables.

The July 21, 2015 warrant amount is \$102,188.76.

RECOMMENDATION:

Approval of the July 21, 2015 Warrant is request.

07/17/2015 01:52 PM
 User: dlandrie
 DB: Otsego Co

CHECK DISBURSEMENT REPORT FOR COUNTY OF OTSEGO
 CHECK DATE FROM 07/21/2015 - 07/21/2015

Check Date	Bank	Check #	Payee	Description	GL #	Amount
07/21/2015	AP	1355 (E)	MUNICIPAL EMPLOYEES	JUNE 2015 COURT MERS	704-000-231.700	10,274.00
07/21/2015	AP	1356 (E)	MUNICIPAL EMPLOYEES	JUNE 2015 COURT MERS HYBRID	704-000-231.700	703.09
07/21/2015	AP	57608	123NET	ACCOUNT 110735	637-265-930.210	1,479.10
07/21/2015	AP	57609	44NORTH	JULY 2015 COURT COBRA ADMIN FEES	101-131-704.110	11.66
		57609		JULY 2015 COURT COBRA ADMIN FEES	101-133-704.110	0.95
		57609		JULY 2015 COURT COBRA ADMIN FEES	101-136-704.110	0.95
		57609		JULY 2015 COURT COBRA ADMIN FEES	101-148-704.110	0.95
		57609		JULY 2015 COURT COBRA ADMIN FEES	215-141-704.110	5.70
		57609		JULY 2015 COURT COBRA ADMIN FEES	292-662-704.110	2.59
						<u>22.80</u>
07/21/2015	AP	57610	44NORTH	JULY 2015 - 18 TELADOC MEMBERSHIP	101-131-704.110	48.55
		57610		JULY 2015 - 18 TELADOC MEMBERSHIP	101-136-704.110	6.50
		57610		JULY 2015 - 18 TELADOC MEMBERSHIP	101-148-704.110	6.50
		57610		JULY 2015 - 18 TELADOC MEMBERSHIP	215-141-704.110	39.00
		57610		JULY 2015 - 18 TELADOC MEMBERSHIP	292-662-704.110	16.45
						<u>117.00</u>
07/21/2015	AP	57611	46TH CIRCUIT TRIAL COURT	REST PMT BY KRISTAL JUSTUS 13-106-	701-000-271.148	147.13
07/21/2015	AP	57612	7TH PROBATE FAMILY COURT	13-107-DL YAEGER & SANTOS	292-662-930.810	4,550.00
07/21/2015	AP	57613	ABEL M CRUZ	PER DIEM, TRAVEL JULY MEETING	208-752-703.040	40.00
		57613		PER DIEM, TRAVEL JULY MEETING	208-752-930.500	8.49
						<u>48.49</u>
07/21/2015	AP	57614	ANGELA AMSDEN	CAMPING REFUND	208-440-652.030	90.00
07/21/2015	AP	57615	ARMEBLA WILCOX	CAMPING REFUND	208-440-652.030	120.00
07/21/2015	AP	57616	BERNARD SENSKE	REST PMT BY JACK LINDHOLM 14-73-DL	701-000-271.148	36.24
07/21/2015	AP	57617	BLUE CROSS BLUE SHIELD OF	007015253-0000 6-28-	101-131-704.110	851.71
		57617		007015253-0000 6-28-	101-136-704.110	103.70
		57617		007015253-0000 6-28-	101-148-704.110	135.96
		57617		007015253-0000 6-28-	215-141-704.110	664.92
		57617		007015253-0000 6-28-	292-662-704.110	315.49
		57617		007015253-0000 6-28-	704-000-231.261	517.94
						<u>2,589.72</u>
07/21/2015	AP	57618	BONNY MILLER	PER DIEM, TRAVEL JULY MEETING	208-752-703.040	40.00
		57618		PER DIEM, TRAVEL JULY MEETING	208-752-930.500	15.23
						<u>55.23</u>
07/21/2015	AP	57619	BUTCH FLEMING	PER DIEM, TRAVEL JULY MEETING	208-752-703.040	40.00
		57619		PER DIEM, TRAVEL JULY MEETING	208-752-930.500	11.91

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CHECK DISBURSEMENT REPORT FOR COUNTY OF OTSEGO
 CHECK DATE FROM 07/21/2015 - 07/21/2015

Check Date	Bank	Check #	Payee	Description	GL #	Amount
						51.91
07/21/2015	AP	57620	CATHERINE ISBELL	15-33-DL C. SANTOS TRANSPORT ON	292-662-930.500	80.50
		57620		15-33-DL C. SANTOS TRANSPORT ON	292-662-930.830	39.00
						119.50
07/21/2015	AP	57621	CHARLTON TOWNSHIP	2014 COMMERCIAL FOREST	701-000-274.006	248.14
07/21/2015	AP	57622	CHARLTON TOWNSHIP FIRE DEPT	2014 COMMERCIAL FOREST	701-000-274.006	7.19
07/21/2015	AP	57623	CHILD & FAMILY SERVICES OF NW	13-93-NA K.HUDSON, 13-94-NA K.	292-662-930.810	2,687.76
07/21/2015	AP	57624	COP-ESD	2014 COMMERCIAL FOREST	701-000-274.006	133.41
07/21/2015	AP	57625	CORECOMM	115039078-JULY 2015 COURT INTERNET	101-131-930.210	21.95
07/21/2015	AP	57626	CORWITH TOWNSHIP	2014 COMMERCIAL FOREST	701-000-274.006	555.60
07/21/2015	AP	57627	CORWITH TOWNSHIP FIRE	2014 COMMERCIAL FOREST	701-000-274.006	21.80
07/21/2015	AP	57628	CRAWFORD COUNTY TREASURER	JUNE 2015 TRI-COUNTY EXPENSE	101-131-940.111	4,795.74
		57628		JUNE 2015 TRI-COUNTY EXPENSE	215-141-940.111	2,052.68
						6,848.42
07/21/2015	AP	57629	DAN MIESKE	CAMPING REFUND LEFT EARLY	208-440-652.030	68.00
07/21/2015	AP	57630	DANIEL WAGAR	ZONING BOARD OF APPEALS	101-721-703.040	40.00
		57630		ZONING BOARD OF APPEALS	101-721-930.500	7.00
						47.00
07/21/2015	AP	57631	DARRYL WARNEKE	REST PMT BY ANTHONY	701-000-271.148	20.00
07/21/2015	AP	57632	DAVE BARAGREY	PER DIEM, TRAVEL JULY MEETING	208-752-703.040	40.00
		57632		PER DIEM, TRAVEL JULY MEETING	208-752-930.500	8.30
						48.30
07/21/2015	AP	57633	DE LAGE LANDEN PUBLIC FINANCE	JULY 2015 COURT COPIER LEASE	101-131-920.520	104.77
		57633		JULY 2015 FOC COPIER LEASE PAYMENT	215-141-920.520	80.74
						185.51
07/21/2015	AP	57634	DOVER TOWNSHIP TREASURER	2014 COMMERCIAL	701-000-274.006	136.75
07/21/2015	AP	57635	DTE ENERGY	463311600068	637-265-930.610-ALPCT00000	271.49
		57635		460634600049	637-265-930.610-INFO CTR00	30.82
		57635		463313300014	637-265-930.610-SILLI00000	34.88
						337.19
07/21/2015	AP	57636	DUANE HOFFMAN	ZONING BOARD OF APPEALS	101-721-703.040	40.00
		57636		ZONING BOARD OF APPEALS	101-721-930.500	14.00

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CHECK DISBURSEMENT REPORT FOR COUNTY OF OTSEGO
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Check Date	Bank	Check #	Payee	Description	GL #	Amount
						54.00
07/21/2015	AP	57637	DUNNS	ACCOUNT 1738	101-864-726.000	1,034.56
		57637		ACCOUNT 1738	212-430-726.000	79.35
						<u>1,113.91</u>
07/21/2015	AP	57638	ELMIRA TWP TREASUER	2014 COMMERCIAL	701-000-274.006	886.78
07/21/2015	AP	57639	ELMIRA WARNER FIRE AUTHORITY	2014 COMMERCIAL FOREST	701-000-274.006	29.69
07/21/2015	AP	57640	ERIK SNYDER	7/12 INSTRUCTED CHEBOYGAN BASIC	101-332-801.030	448.00
		57640		7/12 INSTRUCTED CHEBOYGAN BASIC	101-332-930.500	80.00
						<u>528.00</u>
07/21/2015	AP	57641	FRANK ZAREMBA	007 FIREWOOD	208-752-726.000	125.00
07/21/2015	AP	57642	FRONTIER	ACCT#989-732-9752-032210-5	261-427-930.210	52.24
		57642		989-732-2373-030804-5	637-265-930.620-ALPCT00000	48.58
						<u>100.82</u>
07/21/2015	AP	57643	GAYLORD COMMUNITY SCHOOLS	2014 COMMERCIAL	701-000-274.006	179.71
07/21/2015	AP	57644	GENERAL NUTRITION CENTERS	RESTITUTION	701-000-271.000	632.00
07/21/2015	AP	57645	GSA PROPERTY TAX/LORDHILL	MTT DECREASE IN TAXABLE VALUE	516-000-026.021	42,282.46
07/21/2015	AP	57646	JASON BECROFT	REST PMT BY TYLER ANNIS 08-145-DL	701-000-271.148	397.81
07/21/2015	AP	57647	JOHANNESBURG LEWISTON SCHOOLS	2014 COMMERCIAL FOREST	701-000-274.006	43.71
07/21/2015	AP	57648	JOHN LAFAVE	7/16 HOUSING PER DIEM & TRAVEL	233-690-703.040	40.00
		57648		7/16 HOUSING PER DIEM & TRAVEL	233-690-930.500	6.27
						<u>46.27</u>
07/21/2015	AP	57649	JOHNSON OIL COMPANY	GASOLINE	209-751-930.660	23.59
07/21/2015	AP	57650	JOSEPH WAMBOLD	7/16 HOUSING PER DIEM	233-690-703.040	40.00
07/21/2015	AP	57651	JOY & NEIL BRASSEUR	06-178-NA N. SMITH PLACEMENT	292-662-930.700	379.28
07/21/2015	AP	57652	JP HEATING OF NORTHERN	REFUND OF MECHANICAL	249-260-451.051	34.00
		57652		REFUND OF MECHANICAL	249-260-451.052	40.00
						<u>74.00</u>
07/21/2015	AP	57653	JUDITH JARECKI	PER DIEM, TRAVEL JULY MEETING	208-752-703.040	40.00
		57653		PER DIEM, TRAVEL JULY MEETING	208-752-930.500	25.21
						<u>65.21</u>
07/21/2015	AP	57654	JULIE FORREST	PAVILION REFUND	208-440-651.060	35.00
07/21/2015	AP	57655	JUNE ELIZABETH GREVE	JULY 2015 COURT CLEANING FEES	101-131-726.025	150.00

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CHECK DISBURSEMENT REPORT FOR COUNTY OF OTSEGO
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Check Date	Bank	Check #	Payee	Description	GL #	Amount
07/21/2015	AP	57675	REDWOOD TOXICOLOGY LABORATORY	JUNE 2015 ADULT COURT DRUG TESTING	101-131-940.010	501.70
		57675		JUNE 2015 JUVENILE COURT DRUG	292-662-801.030	184.93
						686.63
07/21/2015	AP	57676	RICHARD CILWA	RESTITUTION	701-000-271.000	50.00
07/21/2015	AP	57677	RON WILKOWSKI	CAMPING REFUND LEFT EARLY	208-440-652.030	40.00
07/21/2015	AP	57678	SANDAR FALKENHAGEN	OVERPMT ON 2014 TAXES 090-020-200-	516-030-694.000	24.67
07/21/2015	AP	57679	SARA AND DEAN GAPINSKI	06-178-NA N. SMITH 6/1/15 TO	292-662-930.700	137.92
07/21/2015	AP	57680	SCOTT COURTERIER	PER DIEM, TRAVEL JULY MEETING	208-752-703.040	40.00
		57680		PER DIEM, TRAVEL JULY MEETING	208-752-930.500	13.01
						53.01
07/21/2015	AP	57681	STATE OF MICHIGAN	P69 SERVICE SUPPORT 3RD QTR JUL-	101-131-970.450	2,532.47
07/21/2015	AP	57682	SUZANNE BORIS	CABIN CANCELLATION	208-440-652.045	100.00
07/21/2015	AP	57683	TAMMY LABOUEF	7/16 HOUSING PER DIEM	233-690-703.040	40.00
07/21/2015	AP	57684	THOMAS JOHNSON	PER DIEM, TRAVEL JULY MEETING	208-752-703.040	40.00
		57684		PER DIEM, TRAVEL JULY MEETING	208-752-930.500	10.74
						50.74
07/21/2015	AP	57685	TIMOTHY MCPHERSON	7/10 LODGING	101-332-726.000	180.48
		57685		7/12 INSTRUCTED CHEBOYGAN BRC,	101-332-801.020	348.00
		57685		7/12 INSTRUCTED CHEBOYGAN BRC,	101-332-801.030	308.00
		57685		7/10 LODGING	101-332-930.500	137.80
		57685		7/10 LODGING	101-332-940.010-DONAT00000	52.04
						1,026.32
07/21/2015	AP	57686	TONYA KLEE-JURCZYK	RESTITUTION	701-000-271.000	30.00
07/21/2015	AP	57687	UCMAN	ALPINE CTR/CRTHS	101-864-930.240	800.00
		57687		WIRELESS CONNECTION AT PARK AND	208-751-726.000	59.95
		57687		WIRELESS CONNECTION AT PARK AND	208-752-726.000	16.00
						875.95
07/21/2015	AP	57688	VAN RIPER STATE PARK	REST PMT BY JACK LINDHOLM 14-73-DL	701-000-271.148	113.76
07/21/2015	AP	57689	VANDERBILT SCHOOLS	2014 COMMERCIAL FOREST	701-000-274.006	54.06
07/21/2015	AP	57690	VERIZON WIRELESS	283104123-00001 JUNE 2015	101-131-930.210	8.21
07/21/2015	AP	57691	VISTA MARIA	13-105-DL K. CAROEN PLACEMENT	292-662-930.810	13,226.22
07/21/2015	AP	57692	WAYNE ISBELL	15-33-DL C. SANTOS TRANSPORT ON	292-662-930.830	39.00
07/21/2015	AP	57693	WEST PAYMENT CENTER	JUNE 2015 COURT SKIP	101-131-940.010	116.78

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CHECK DISBURSEMENT REPORT FOR COUNTY OF OTSEGO
 CHECK DATE FROM 07/21/2015 - 07/21/2015

Check Date	Bank	Check #	Payee	Description	GL #	Amount
		57693		JUNE 2015 TRI-COUNTY WEST LAW	101-131-940.111	577.53
						694.31
07/21/2015	AP	57694	WILLIAM HOLEWINSKI	PER DIEM, TRAVEL JULY MEETING	208-752-703.040	40.00
		57694		PER DIEM, TRAVEL JULY MEETING	208-752-930.500	9.00
						49.00
TOTAL - ALL FUNDS				TOTAL OF 89 CHECKS		102,188.76

--- GL TOTALS ---

101-131-704.110	HOSPITALIZATION	911.92
101-131-726.025	SUPPLIES - JANITORIAL	150.00
101-131-920.520	RENTAL - EQUIP/VEHICLES	104.77
101-131-930.210	TELEPHONE	30.16
101-131-940.010	OUTSIDE CONTRACTED SERVICES	701.07
101-131-940.111	TRI COUNTY COURT EXPENSES	5,373.27
101-131-970.450	PROPERTY - SOFTWARE	2,532.47
101-133-704.110	HOSPITALIZATION	0.95
101-136-704.110	HOSPITALIZATION	111.15
101-148-704.110	HOSPITALIZATION	143.41
101-166-940.010	OUTSIDE CONTRACTED SERVICES	175.00
101-267-920.410	SERVICE CONTRACTS	27.53
101-332-726.000	SUPPLIES - GENERAL	180.48
101-332-801.020	PROFESSIONAL	348.00
101-332-801.030	TECHNICAL SVCS	756.00
101-332-930.500	TRAVEL	217.80
101-332-940.010-DONAT00000	OUTSIDE CONTRACTED SERVICES	52.04
101-721-703.040	PER DIEM	240.00
101-721-930.500	TRAVEL	46.00
101-864-726.000	SUPPLIES - GENERAL	1,034.56
101-864-930.240	DATA/NETWORK SVCS	800.00
208-440-651.060	USE -RESERVATION PAVILLION	35.00
208-440-652.030	ADMISSION - CAMPING FEE	476.00
208-440-652.045	ADMISSION - CABIN RENTAL	100.00
208-751-726.000	SUPPLIES - GENERAL	59.95
208-752-703.040	PER DIEM	360.00
208-752-726.000	SUPPLIES - GENERAL	141.00
208-752-930.500	TRAVEL	109.18
209-751-930.660	GASOLINE	23.59
212-430-726.000	SUPPLIES - GENERAL	79.35
215-141-704.110	HOSPITALIZATION	709.62
215-141-726.025	SUPPLIES - JANITORIAL	150.00
215-141-920.520	RENTAL - EQUIP/VEHICLES	80.74
215-141-940.010	OUTSIDE CONTRACTED SERVICES	44.04
215-141-940.111	TRI COUNTY COURT EXPENSES	2,052.68
233-690-703.040	PER DIEM	160.00

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CHECK DISBURSEMENT REPORT FOR COUNTY OF OTSEGO
CHECK DATE FROM 07/21/2015 - 07/21/2015

Check Date	Bank	Check #	Payee	Description	GL #	Amount
233-690-930.500				TRAVEL		6.27
233-690-940.010				OUTSIDE CONTRACTED SERVICES		800.00
249-260-451.012				BUILDING-INSPECTION FEE		100.00
249-260-451.051				MECHANICAL-PERMIT FEE		34.00
249-260-451.052				MECHANICAL-INSPECTION FEE		40.00
261-427-930.210				TELEPHONE		52.24
292-662-704.110				HOSPITALIZATION		334.53
292-662-801.030				TECHNICAL SVCS		184.93
292-662-930.500				TRAVEL		233.00
292-662-930.700				ROOM AND BOARD		862.00
292-662-930.810				OTHER INSTITUTIONS	20,463.98	
292-662-930.830				SVCS OF CARE GIVER		78.00
292-662-940.010				OUTSIDE CONTRACTED SERVICES		560.00
516-000-026.021				CHARGEBACK 3	42,282.46	
516-030-694.000				OTHER INCOME - OVER AND SHORT		28.62
637-265-930.210				TELEPHONE		1,479.10
637-265-930.610-ALPCT00000				NATURAL GAS		271.49
637-265-930.610-INFO CTRO0				NATURAL GAS		30.82
637-265-930.610-SILLI00000				NATURAL GAS		34.88
637-265-930.620-ALPCT00000				ELECTRICITY		48.58
701-000-271.000				RESTITUTIONS PAYABLE		822.00
701-000-271.148				RESITUTIONS PAYABLE-PRBT CT		814.94
701-000-274.006				UNDISTRIBUTED COMM FOREST	2,614.16	
704-000-231.261				HEALTH CARE CONTRIBS COURT		517.94
704-000-231.700				RETIREMENT -MERS	10,977.09	

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CHECK DISBURSEMENT REPORT FOR COUNTY OF OTSEGO
CHECK DATE FROM 07/21/2015 - 07/21/2015

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Total for fund 101 GENERAL FUND	13,936.58
Total for fund 208 PARKS AND RECREATION	1,281.13
Total for fund 209 GROEN NATURE PRESERVE FUND	23.59
Total for fund 212 ANIMAL CONTROL	79.35
Total for fund 215 FRIEND OF THE COURT	3,037.08
Total for fund 233 HUD GRANT FUND	966.27
Total for fund 249 BUILDING INSPECTION FUND	174.00
Total for fund 261 911 SERVICE FUND	52.24
Total for fund 292 CHILD CARE FUND	22,716.44
Total for fund 516 DELINQUENT TAX REVOLVING	42,311.08
Total for fund 637 BUILDING AND GROUNDS	1,864.87
Total for fund 701 GENERAL AGENCY	4,251.10
Total for fund 704 PAYROLL IMPREST FUND	11,495.03
	102,188.76

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CHECK DISBURSEMENT REPORT FOR COUNTY OF OTSEGO
CHECK NUMBER 57495

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Check Date	Bank	Check #	Payee	Description	GL #	Amount
07/14/2015	AP	57495	HOEKSTRA TRANSPORTATION INC	X101006548:01 STOCK		** VOIDED **
		57495		X101006615:01 STOCK		** VOIDED **
		57495		X101006615:01 STOCK		** VOIDED **
			TOTAL - ALL FUNDS	TOTAL OF 1 CHECKS (1 voided)		0.00

--- GL TOTALS ---

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User: dlandrie
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CHECK DISBURSEMENT REPORT FOR COUNTY OF OTSEGO
CHECK NUMBER 57607

Check Date	Bank	Check #	Payee	Description	GL #	Amount
07/14/2015	AP	57607	ZEE MEDICAL INC	E0D2017501 FIRST AID STATION/ EYE		** VOIDED **
		57607		D2017501 EYE WASH STATION		** VOIDED **
			TOTAL - ALL FUNDS	TOTAL OF 1 CHECKS (1 voided)		0.00
--- GL TOTALS ---						

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CHECK DISBURSEMENT REPORT FOR COUNTY OF OTSEGO
CHECK NUMBER 57534

Check Date	Bank	Check #	Payee	Description	GL #	Amount
07/14/2015	AP	57534	MPELRA	MEMBERSHIP 7-1-15 - 6-30-16		** VOIDED **
			TOTAL - ALL FUNDS	TOTAL OF 1 CHECKS (1 voided)		0.00
--- GL TOTALS ---						

OTSEGO COUNTY
Board of Commissioners



EXECUTIVE SUMMARY

AGENDA ITEM: July 28, 2015 Warrant	AGENDA DATE: July 28, 2015
AGENDA PLACEMENT: New Business, A. Financials, Item 2	ACTION REQUESTED: Motion to Approve
STAFF CONTACT(S): Rachel Frisch, Finance Director/Assistant Administrator	ATTORNEY REVIEW: No

BACKGROUND/DISCUSSION:

The County issues a check disbursement report (Warrant) every week for County payables.

The July 28, 2015 warrant amount is \$238,701.54.

RECOMMENDATION:

Approval of the July 28, 2015 Warrant is requested.

Check Date	Bank	Check #	Payee	Description	GL #	Amount
07/28/2015	AP	1357 (E)	SPEEDWAY SUPERAMERICA LLC	ACCOUNT 1001181575	101-257-930.660	34.00
		1357 (E)		ACCOUNT 1001181575	101-301-930.660	1,848.90
		1357 (E)		ACCOUNT 1001181575	101-302-930.660	29.93
		1357 (E)		ACCOUNT 1001181575	101-332-930.660	50.51
		1357 (E)		ACCOUNT 1001181575	101-648-930.660	37.00
		1357 (E)		ACCOUNT 1001181575	101-721-930.660	129.74
		1357 (E)		ACCOUNT 1001181575	205-301-930.660	426.18
		1357 (E)		ACCOUNT 1001181575	208-752-930.660	477.88
		1357 (E)		ACCOUNT 1001181575	210-651-700.000	4,512.96
		1357 (E)		ACCOUNT 1001181575	212-430-930.660	454.88
		1357 (E)		ACCOUNT 1001181575	249-371-930.660	43.24
		1357 (E)		ACCOUNT 1001181575	281-537-930.660	253.30
		1357 (E)		ACCOUNT 1001181575	645-172-930.660	100.48
						8,399.00
07/28/2015	AP	57695	87- A DISTRICT	JUNE 2015 CREDIT CARD FEES	101-131-930.150	698.79
07/28/2015	AP	57696	87- A DISTRICT	RETURN OF OVERPAYMENT - BOND	101-136-606.010	50.00
07/28/2015	AP	57697	ALPINE ELECTRIC	W20768 INSTALLED BALLASTS	588-699-726.025	413.20
07/28/2015	AP	57698	AMERICAN FIDELITY ASSURANCE	JULY 2015 CANCER/LIFE/DISABILITY	704-000-231.285	455.84
07/28/2015	AP	57699	AMERICAN MESSAGING	ACCOUNT Z1-417279	101-648-930.210	213.42
		57699		ACCOUNT Z1-417279	212-430-920.410	39.97
						253.39
07/28/2015	AP	57700	AMERICAN WASTE	GARBAGE BILLS	208-751-920.200	80.00
		57700		GARBAGE BILLS	208-752-920.200	405.00
						485.00
07/28/2015	AP	57701	ANDY'S HEATING & AIR	3254 INSTALL A/C #2	588-699-726.025	1,987.50
07/28/2015	AP	57702	AUTO VALUE GAYLORD	259-282860 SHERIFF #69-006; 259-	588-699-726.050	28.78
07/28/2015	AP	57703	BELLROC TIRE SERVICES	46976 SHERIFF #69-006	588-699-726.050	2,127.98
07/28/2015	AP	57704	BIG BEAR DELICATESSEN	2015 FINANCE WORKSHOP	645-201-726.000	227.91
07/28/2015	AP	57705	BLARNEY STONE BROADCASTING	RADIO ADVERT AIRSHOW	282-537-930.300	825.00
07/28/2015	AP	57706	BLUE CARE NETWORK	00182055-00001 8/1/15 TO 8/31/15	101-131-704.110	8,188.08
		57706		00182055-00001 8/1/15 TO 8/31/15	101-136-704.110	977.69
		57706		00182055-00001 8/1/15 TO 8/31/15	101-148-704.110	1,277.07
		57706		00182055-00001 8/1/15 TO 8/31/15	215-141-704.110	5,688.44
		57706		00182055-00001 8/1/15 TO 8/31/15	292-662-704.110	2,963.93
		57706		00182055-00001 8/1/15 TO 8/31/15	704-000-231.261	4,773.80
						23,869.01

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07/28/2015	AP	57707	BRUCE TILLINGER	CONTRACTURAL MECHANIAL AND	249-371-801.027	1,065.00
07/28/2015	AP	57708	CDW GOVERNMENT INC	SAMSUNG TABLET - OTTERBOX (QUOTE -	516-253-726.000	30.25
		57708		SAMSUNG TABLET - OTTERBOX (QUOTE -	617-253-726.000	30.25
						<u>60.50</u>
07/28/2015	AP	57709	CENTURY LINK	ELMIRA FIRE DEPT	261-427-930.210	54.35
07/28/2015	AP	57710	CENTURYLINK	INVOICE#1344708969	101-131-930.210	3.27
		57710		INVOICE#1344708969	261-427-940.010	117.08
						<u>120.35</u>
07/28/2015	AP	57711	CITY OF GAYLORD	WATER BILL	208-751-920.200	39.95
07/28/2015	AP	57712	CONNIE MURPHY	DHS BOARD MTG	290-670-703.040	40.00
		57712		DHS BOARD MTG	290-670-930.500	27.00
						<u>67.00</u>
07/28/2015	AP	57713	CRAWFORD COUNTY AVALANCHE	ADVERT IN CRAWFORD COUNTY	282-537-930.300	105.00
07/28/2015	AP	57714	CROSSROADS INDUSTRIES	SHREDDING SERVICES	101-101-726.000	35.00
		57714		SHREDDING SERVICES	101-267-920.410	35.00
		57714		SHREDDING SERVICES	101-301-920.410	35.00
		57714		SHREDDING SERVICES	101-681-726.000	42.30
		57714		COPIES OF SMALL HANDOUTS AND	282-537-930.300	62.00
						<u>209.30</u>
07/28/2015	AP	57715	CUMMINGS, MCCLOREY, DAVIS &	LEGAL SERVICES THROUGH JUNE 30,	260-270-801.020	3,794.00
07/28/2015	AP	57716	CURTISS REPORTING CORP	INV. 16896; DATE 7-13-2015 PRELIM	101-267-726.200	39.65
07/28/2015	AP	57717	DE LAGE LANDEN PUBLIC FINANCE	46310574 JULY #9	588-699-940.010	218.61
07/28/2015	AP	57718	DELTA DENTAL OF MICHIGAN	MI001160001 AUGUST 2015 COURT	101-131-704.110	574.76
		57718		MI001160001 AUGUST 2015 COURT	101-136-704.110	76.78
		57718		MI001160001 AUGUST 2015 COURT	101-148-704.110	97.31
		57718		MI001160001 AUGUST 2015 COURT	215-141-704.110	556.38
		57718		MI001160001 AUGUST 2015 COURT	292-662-704.110	239.42
		57718		MI001160001 AUGUST 2015 COURT	704-000-231.261	386.17
						<u>1,930.82</u>
07/28/2015	AP	57719	DIANA M BOYD	GUARDIAN FOR COURT ASSESSMENT ON	101-131-930.500	12.00
		57719		GUARDIAN FOR COURT ASSESSMENT ON	101-131-930.830	30.00
						<u>42.00</u>
07/28/2015	AP	57720	DOUBLE TREE BY HILTON BAY	CONFERENCE LODGING	290-670-930.500	255.30
07/28/2015	AP	57721	DTE ENERGY	GAS BILL	208-751-930.610	36.31
		57721		463315100024 JUNE	588-699-930.610	64.71

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						101.02
07/28/2015	AP	57722	DUNNS	OFFICE SUPPLIES	101-253-726.000	63.41
		57722		INV. 803612, 803714 TONER & PAPER	101-267-726.000	199.31
		57722		INV. 803731; 6-9-15; TONER, PAPER,	101-267-930.983	350.85
		57722		INV# 805566-0 (\$7.36) LABEL TAPE &	101-301-726.000	2.45
		57722		INV# 805566-0 (\$7.36) LABEL TAPE &	101-302-726.000	2.45
		57722		INV# 805566-0 (\$7.36) LABEL TAPE &	101-351-726.000	21.50
		57722		MSUE/CONS DISTRICT COPIER	101-864-920.410	192.00
		57722		806119-0	212-430-726.000	48.50
		57722		ACT#247, INV#803971;804424;804744	256-215-726.000	515.56
		57722		OFFICE SUPPLIES/ PRINTING SUPPLIES	282-537-726.000	32.41
		57722		OFFICE SUPPLIES/ PRINTING SUPPLIES	282-537-930.300	103.19
		57722		OFFICE SUPPLIES	516-253-726.000	63.41
		57722		8056220 PEN REFILLS, PHONE-KLEEN	588-699-726.000	35.27
		57722		8060370 CUPS, TRASH BAGS	588-699-726.025	119.21
		57722		OFFICE SUPPLIES	617-253-726.000	63.41
						1,812.93
07/28/2015	AP	57723	EARTHWORKS ENTERPRISES INC	INV#18084 & 18164	499-901-970.300-DOG_PARK__	7,891.01
07/28/2015	AP	57724	ECOLAB	GLASS & BOWL CLEANER 8937187	208-752-726.025	116.25
07/28/2015	AP	57725	ERIK SNYDER	7/19 INSTRUCTED GAYLORD BASIC	101-332-801.030	560.00
07/28/2015	AP	57726	ESPAR OF MICHIGAN	00023739 STOCK	588-699-726.050	372.14
07/28/2015	AP	57727	FRANK ZAREMBA	0008 FIREWOOD	208-752-726.000	125.00
07/28/2015	AP	57728	FRONTIER	989-705-2645-020712-5	212-430-930.210	67.60
07/28/2015	AP	57729	GARY GELOW	AUGUST 2015 CAA CONTRACT PAYMENT	101-131-801.021	11,940.67
07/28/2015	AP	57730	GAYLORD VETERINARY SERVICES	JUNE 2015	212-430-930.471	916.40
		57730		JUNE 2015	212-430-930.980	490.00
						1,406.40
07/28/2015	AP	57731	GBS INC	INV#15-22696, INV#15-22685	101-215-726.000	1,978.05
07/28/2015	AP	57732	GILL ROYS HARDWARE	1507-970136	212-430-726.000	7.99
07/28/2015	AP	57733	GORDON FOOD SERVICES	164298773 ICE CREAM	208-752-726.000	282.93
07/28/2015	AP	57734	GREAT LAKES ENERGY	ELECTRIC BILL	209-751-930.620	58.48
07/28/2015	AP	57735	HALL VETERINARY CLINIC	JUNE 2015	212-430-930.471	233.31
		57735		JUNE 2015	212-430-930.980	1,177.34
						1,410.65
07/28/2015	AP	57736	HAWORTH INC	3000546010 ERGO CHAIR (WORKERS	637-265-726.000	368.88

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07/28/2015	AP	57737	HEALTH DEPT OF NORTHWEST MI	3RD QTR APPROPRIATIONS	101-601-940.010	47,782.50
07/28/2015	AP	57738	HOEKSTRA TRANSPORTATION INC	X101006548:01; X101006615:01	588-699-726.050	97.90
07/28/2015	AP	57739	IMAGE FACTORY INC	BUS CARDS	249-371-930.300	37.00
07/28/2015	AP	57740	IMPREST CASH, OTSEGO COUNTY	0995 YELLOW STRIPE PAINT; 0966	588-699-726.025	47.92
07/28/2015	AP	57741	IMPREST CASH, OTSEGO COUNTY	LANDSCAPE SUPPLIES	249-371-726.000	43.98
07/28/2015	AP	57742	JEFFERY B PROUX	CONTRACTURAL BUILDING INSPECTIONS	101-721-801.020	440.00
		57742		CONTRACTURAL BUILDING INSPECTIONS	249-371-801.024	1,560.00
						<u>2,000.00</u>
07/28/2015	AP	57743	JERIANN AND JASON SEIGER	14-46-NA T. RAY PLACEMENT 6/11/15	292-662-930.700	344.80
07/28/2015	AP	57744	JIM WERNIG INC	15938 SHOP TRUCK #14	588-699-726.050	57.58
		57744		INV#103479	645-172-920.400	333.20
						<u>390.78</u>
07/28/2015	AP	57745	JIM'S ALPINE AUTOMOTIVE	1-669946 VAN #13; 1-670336 STOCK	588-699-726.050	104.13
07/28/2015	AP	57746	JOHNSON OIL COMPANY	INV#1628157 FUEL CHRG	101-301-930.660	28.45
		57746		INV# 156602 SEAT R/F TIRE VEH	101-302-726.050	6.00
		57746		INV# 156602 SEAT R/F TIRE VEH	101-331-726.050	6.00
		57746		INV# 156602 SEAT R/F TIRE VEH	101-336-726.050	6.00
		57746		CL32162 FUEL	588-699-930.660	9,616.24
						<u>9,662.69</u>
07/28/2015	AP	57747	JOSEPH SEIFERT	CONTRACTURAL ELECTRICAL	249-371-801.026	1,925.00
07/28/2015	AP	57748	KENNETH GARROTT	7/14 INSTRUCTED S.S. MARIE BASIC	101-332-801.030	574.00
		57748		7/14 INSTRUCTED S.S. MARIE BASIC	101-332-930.500	158.00
						<u>732.00</u>
07/28/2015	AP	57749	KEVAN D FLORY	CONTRACTURAL BUILDING INSPECTIONS	101-721-801.020	440.00
		57749		CONTRACTURAL BUILDING INSPECTIONS	249-371-801.024	2,715.00
						<u>3,155.00</u>
07/28/2015	AP	57750	KEVIN JOHN MISIAK	7/13 S.S. MARIE BASIC RIDER,	101-332-801.030	153.00
07/28/2015	AP	57751	LINCOLN FINANCIAL	AUGUST 2015 CICOTSEGOC-BL-954784 -	101-131-704.140	364.90
		57751		AUGUST 2015 CICOTSEGOC-BL-954784 -	101-133-704.140	30.17
		57751		AUGUST 2015 CICOTSEGOC-BL-954784 -	215-141-704.140	212.28
		57751		AUGUST 2015 CICOTSEGOC-BL-954784 -	292-662-704.140	68.99
						<u>676.34</u>
07/28/2015	AP	57752	LINDA BISSETT	CAMPING REFUND - CANCELLATION	208-440-652.030	68.00

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07/28/2015	AP	57753	MARK GAHN	RESTITUTION REC'D FROM DARRYL	701-000-299.000	367.45
07/28/2015	AP	57754	MARY QEARY	CAMPING REUND - ENTERED INCORRECT	208-440-652.030	42.00
07/28/2015	AP	57755	MARYANN SANTANA	CAMPING REFUND LEFT EARLY	208-440-652.030	16.00
07/28/2015	AP	57756	MCSSCET	SUMMER CONFERENCE	290-670-704.400	292.50
07/28/2015	AP	57757	MEAD & HUNT INC	LIBKE FIELDS	499-901-970.300-PKS_IMPVS_	1,669.55
07/28/2015	AP	57758	MEYER ACE	17733 GARAGE STRIPING	588-699-726.025	25.47
07/28/2015	AP	57759	MICHIGAN GOVT FIN OFFICER	2015 MEMBERSHIP	645-201-930.600	100.00
07/28/2015	AP	57760	MID NORTH PRINTING INC	AIRSHOW PROGRAM PRINTING	282-537-930.300	4,123.20
07/28/2015	AP	57761	MID STATES BOLT & SCREW CO	30590677 SHOP SUPPLIES	588-699-726.050	57.71
07/28/2015	AP	57762	MIDWEST VETERINARY SUPPLY,	6371588-00 6370917-000	212-430-726.035	375.28
07/28/2015	AP	57763	MIKE JAROSZ	7/12 INSTRUCTED S.S.	101-332-801.030	602.00
		57763		7/12 INSTRUCTED S.S.	101-332-930.660	32.00
						634.00
07/28/2015	AP	57764	MSF RIDER COURSE INSURANCE	RERP 60251 RIDER	101-332-930.100	614.56
07/28/2015	AP	57765	NANCY ROSS	REVIEWED PARTIAL RUN OF 2015/16	101-145-703.040	120.00
		57765		REVIEWED PARTIAL RUN OF 2015/16	101-145-930.500	23.40
						143.40
07/28/2015	AP	57766	NEUTRON INDUSTRIES	97360672 SPRAY SCENTS	588-699-726.025	178.64
07/28/2015	AP	57767	NICHOLAS JAMES ANTHONY	JULY 2015 WEEKEND DRUG TESTING:	101-133-940.010	120.00
07/28/2015	AP	57768	NMJOA	2015 FALL CONFERENCE FEE - JAMIE	101-131-704.400	35.00
07/28/2015	AP	57769	NORTH COUNTRY COMMUNITY	2ND QTR APPROPRIATION	101-649-940.010	23,500.75
07/28/2015	AP	57770	NORTHERN BROADCAST INC	RADIO ADVERT 2015 AIRSHOW	282-537-930.300	1,050.00
07/28/2015	AP	57771	NORTHERN MICHIGAN REVIEW	ZBA JUNE 30, 2015/PUBLIC HEARING	101-721-930.300	71.25
		57771		FOC ANNUAL STATUTORY REVIEW	215-141-930.450	79.60
						150.85
07/28/2015	AP	57772	OFFICE DEPOT INC	TONER/SUPPLIES	101-253-726.000	108.80
		57772		WEATHER CARD PAPER	249-371-726.000	67.94
		57772		TONER/SUPPLIES	516-253-726.000	108.79
		57772		TONER/SUPPLIES	617-253-726.000	108.79
						394.32
07/28/2015	AP	57773	OTSEGO CONSERVATION DISTRICT	INV#406 RECYCLING PROGRAM	226-528-940.010	5,000.00
07/28/2015	AP	57774	OTSEGO COUNTY BUS SYSTEM	ME VAN REPAIR	101-648-920.400	160.49

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		57774		ADMIN CAR REPAIR	645-172-920.400	6.88
						<u>167.37</u>
07/28/2015	AP	57775	OTSEGO LAKE SERVICE	10972 2 BUSES TO A & L	588-699-940.010	300.00
07/28/2015	AP	57776	PANDO LEATHERCRAFT MFG	INV# 4160 REPAIR DUTY	101-302-726.046	33.99
07/28/2015	AP	57777	PATTI ELWGREN	CAMPING REFUND CANCELLATION	208-440-652.030	120.00
07/28/2015	AP	57778	PENELOPE SHEPHERD	NICHOLAS M. FUHST J-10-084-DL & J-	101-131-801.030	58.75
07/28/2015	AP	57779	POINT & PAY	LAND USE SWIPERS/CARD READERS	101-721-726.000	75.00
		57779		LAND USE SWIPERS/CARD READERS	249-371-726.000	75.00
						<u>150.00</u>
07/28/2015	AP	57780	PURCHASE POWER	POSTAGE METEER FEES	249-371-930.450	307.95
07/28/2015	AP	57781	QUILL CORPORATION	PRINTER DRUM	101-131-726.000	234.34
		57781		TONER, SWIFTERS	101-131-726.025	7.96
						<u>242.30</u>
07/28/2015	AP	57782	REHMANN ROBSON	2014 AUDIT	101-223-801.020	21,150.00
07/28/2015	AP	57783	ROSEMARIE TYLER	REVIEWED PARTIAL RUN OF 2015/16	101-145-703.040	120.00
		57783		REVIEWED PARTIAL RUN OF 2015/16	101-145-930.500	23.40
						<u>143.40</u>
07/28/2015	AP	57784	SHERRY S HUFF	DHS BOARD MTG	290-670-703.040	80.00
		57784		DHS BOARD MTG	290-670-930.500	69.00
						<u>149.00</u>
07/28/2015	AP	57785	SHIRT WORKS	AIRSHOW T SHIRTS	282-537-930.300	6,226.00
07/28/2015	AP	57786	SIDOCK GROUP INC	INV.#515197.A-2 & INV.#515197.B-1	499-901-970.300	1,034.50
		57786		INV.#515197.A-2 & INV.#515197.B-1	499-901-970.300-COMMCTR	5,308.00
						<u>6,342.50</u>
07/28/2015	AP	57787	SIGNS BY DESIGN	GROEN DETOUR SIGN	494-901-970.300	170.00
07/28/2015	AP	57788	STAPLES BUSINESS ADVANTAGE	FAX CARTRIDGES	101-131-940.111	80.48
		57788		TONER/ PENS/ PAPER	249-371-726.000	186.61
		57788		INV#3270091816 & 1817	645-270-726.000	107.58
						<u>374.67</u>
07/28/2015	AP	57789	STATE OF MICHIGAN	INV#551-448918, INV#551-448580	701-000-228.016	1,792.00
07/28/2015	AP	57790	TELE-RAD	RADIO LICENSING FEES WNUK941	261-901-970.435	350.00
07/28/2015	AP	57791	TELEPHONE SUPPORT SYSTEMS INC	40901 BASIC MAINT. AGG	588-699-726.000	520.56
		57791		MSU-E OFFICE	637-265-726.050	654.74

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						1,175.30
07/28/2015	AP	57792	TERRY JANS	DHS BOARD MTG	290-670-703.040	80.00
		57792		DHS BOARD MTG	290-670-930.500	30.00
						110.00
07/28/2015	AP	57793	TIMOTHY MCPHERSON	7/19 GAYLORD COURSE, REGISTRATIONS	101-332-726.000	16.52
		57793		7/19 GAYLORD COURSE, REGISTRATIONS	101-332-801.020	324.00
		57793		7/19 GAYLORD COURSE, REGISTRATIONS	101-332-801.030	700.00
		57793		7/19 GAYLORD COURSE, REGISTRATIONS	101-332-930.660	7.81
		57793		7/19 GAYLORD COURSE, REGISTRATIONS	101-332-940.010-DONAT00000	132.48
						1,180.81
07/28/2015	AP	57794	TITLE CHECK LLC	JULY PARCEL ADMIN FEES	516-253-920.410	13,166.42
07/28/2015	AP	57795	UNIVERSITY CENTER AT GAYLORD	4208 COMPUTER LAB RENTAL	208-752-726.000	90.00
07/28/2015	AP	57796	WEST PAYMENT CENTER	MI CRIMINAL LAWS & RULES - 2015	101-131-726.200	161.50
		57796		INV.832080636; DATE 7-1-15; ACCT	101-268-726.200	183.86
		57796		JUNE 2015 FOC SKIP TRACING FEES	215-141-940.010	126.51
						471.87
07/28/2015	AP	57797	WILLIAM LIGHT	REVIEWED PARTIAL RUN OF 2015/16	101-145-703.040	120.00
		57797		REVIEWED PARTIAL RUN OF 2015/16	101-145-930.500	27.00
						147.00
07/28/2015	AP	57798	WINN TELECOM	911 DISPATCH	261-427-930.210	63.34
		57798		989-705-1786 JULY	588-699-930.210	258.86
						322.20
07/28/2015	AP	57799	WMJZ EAGLE 101.5	RADIO SPOTS FOR THE 2015 AIRSHOW	282-537-930.300	1,000.00
07/28/2015	AP	57800	ZEE MEDICAL INC	D2017501 EYE WASH STATION	588-699-726.025	256.56
07/28/2015	AP	57801	ZOETIS	9000341818	212-430-726.035	268.50
TOTAL - ALL FUNDS						238,701.54
--- GL TOTALS ---						
				SUPPLIES - GENERAL		35.00
				HOSPITALIZATION		8,762.84
				LIFE AND DISABILITY		364.90
				EDUCATION AND TRAINING		35.00
				SUPPLIES - GENERAL		234.34
				SUPPLIES - JANITORIAL		7.96
				BOOKS AND PERIODICALS		161.50
				COURT APPOINTED ATTORNEY FEES		11,940.67
				TECHNICAL SVCS		58.75

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101-131-930.150				SERVICE CHARGES		698.79
101-131-930.210				TELEPHONE		3.27
101-131-930.500				TRAVEL		12.00
101-131-930.830				SVCS OF CARE GIVER		30.00
101-131-940.111				TRI COUNTY COURT EXPENSES		80.48
101-133-704.140				LIFE AND DISABILITY		30.17
101-133-940.010				OUTSIDE CONTRACTED SERVICES		120.00
101-136-606.010				COURT FEE - COURT COSTS		50.00
101-136-704.110				HOSPITALIZATION		1,054.47
101-145-703.040				PER DIEM		360.00
101-145-930.500				TRAVEL		73.80
101-148-704.110				HOSPITALIZATION		1,374.38
101-215-726.000				SUPPLIES - GENERAL		1,978.05
101-223-801.020				PROFESSIONAL		21,150.00
101-253-726.000				SUPPLIES - GENERAL		172.21
101-257-930.660				GASOLINE		34.00
101-267-726.000				SUPPLIES - GENERAL		199.31
101-267-726.200				BOOKS AND PERIODICALS		39.65
101-267-920.410				SERVICE CONTRACTS		35.00
101-267-930.983				VICTIMS RIGHTS SERVICES		350.85
101-268-726.200				BOOKS AND PERIODICALS		183.86
101-301-726.000				SUPPLIES - GENERAL		2.45
101-301-920.410				SERVICE CONTRACTS		35.00
101-301-930.660				GASOLINE		1,877.35
101-302-726.000				SUPPLIES - GENERAL		2.45
101-302-726.046				SUPPLIES - UNIFORM/ACC		33.99
101-302-726.050				REPAIRS AND MAINT SUPPLIES		6.00
101-302-930.660				GASOLINE		29.93
101-331-726.050				REPAIRS AND MAINT SUPPLIES		6.00
101-332-726.000				SUPPLIES - GENERAL		16.52
101-332-801.020				PROFESSIONAL		324.00
101-332-801.030				TECHNICAL SVCS		2,589.00
101-332-930.100				INSURANCE AND BONDS		614.56
101-332-930.500				TRAVEL		158.00
101-332-930.660				GASOLINE		90.32
101-332-940.010-DONAT00000				OUTSIDE CONTRACTED SERVICES		132.48
101-336-726.050				REPAIRS AND MAINT SUPPLIES		6.00
101-351-726.000				SUPPLIES - GENERAL		21.50
101-601-940.010				OUTSIDE CONTRACTED SERVICES		47,782.50
101-648-920.400				REPAIRS AND MAINTENANCE SVCS		160.49
101-648-930.210				TELEPHONE		213.42
101-648-930.660				GASOLINE		37.00
101-649-940.010				OUTSIDE CONTRACTED SERVICES		23,500.75
101-681-726.000				SUPPLIES - GENERAL		42.30
101-721-726.000				SUPPLIES - GENERAL		75.00

Check Date	Bank	Check #	Payee	Description	GL #	Amount
101-721-801.020				PROFESSIONAL		880.00
101-721-930.300				ADVERTISING		71.25
101-721-930.660				GASOLINE		129.74
101-864-920.410				SERVICE CONTRACTS		192.00
205-301-930.660				GASOLINE		426.18
208-440-652.030				ADMISSION - CAMPING FEE		246.00
208-751-920.200				WATER/SEWAGE		119.95
208-751-930.610				NATURAL GAS		36.31
208-752-726.000				SUPPLIES - GENERAL		497.93
208-752-726.025				SUPPLIES - JANITORIAL		116.25
208-752-920.200				WATER/SEWAGE		405.00
208-752-930.660				GASOLINE		477.88
209-751-930.620				ELECTRICITY		58.48
210-651-700.000				COMP UNIT EXPENSES		4,512.96
212-430-726.000				SUPPLIES - GENERAL		56.49
212-430-726.035				SUPPLIES - MEDICAL/PHARMACY		643.78
212-430-920.410				SERVICE CONTRACTS		39.97
212-430-930.210				TELEPHONE		67.60
212-430-930.471				MEDICAL		1,149.71
212-430-930.660				GASOLINE		454.88
212-430-930.980				ANIMAL STERILIZATION		1,667.34
215-141-704.110				HOSPITALIZATION		6,244.82
215-141-704.140				LIFE AND DISABILITY		212.28
215-141-930.450				SHIPPING AND MAILING		79.60
215-141-940.010				OUTSIDE CONTRACTED SERVICES		126.51
226-528-940.010				OUTSIDE CONTRACTED SERVICES		5,000.00
249-371-726.000				SUPPLIES - GENERAL		373.53
249-371-801.024				PROFESSIONAL-BUILDING INSPECTIONS		4,275.00
249-371-801.026				PROFESSIONAL-ELECTRICAL INSPECTIONS		1,925.00
249-371-801.027				PROFESSIONAL-PLUMB/MECH INSPECTIONS		1,065.00
249-371-930.300				ADVERTISING		37.00
249-371-930.450				SHIPPING AND MAILING		307.95
249-371-930.660				GASOLINE		43.24
256-215-726.000				SUPPLIES - GENERAL		515.56
260-270-801.020				PROFESSIONAL		3,794.00
261-427-930.210				TELEPHONE		117.69
261-427-940.010				OUTSIDE CONTRACTED SERVICES		117.08
261-901-970.435				PROPERTY - MACHINERY & EQUIPMENT		350.00
281-537-930.660				GASOLINE		253.30
282-537-726.000				SUPPLIES - GENERAL		32.41
282-537-930.300				ADVERTISING		13,494.39
290-670-703.040				PER DIEM		200.00
290-670-704.400				EDUCATION AND TRAINING		292.50
290-670-930.500				TRAVEL		381.30
292-662-704.110				HOSPITALIZATION		3,203.35

07/23/2015 12:48 PM
User: dlandrie
DB: Otsego Co

CHECK DISBURSEMENT REPORT FOR COUNTY OF OTSEGO
CHECK DATE FROM 07/28/2015 - 07/28/2015

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Check Date	Bank	Check #	Payee	Description	GL #	Amount
292-662-704.140				LIFE AND DISABILITY		68.99
292-662-930.700				ROOM AND BOARD		344.80
494-901-970.300				PROPERTY - IMPROVEMENTS		170.00
499-901-970.300				PROPERTY - IMPROVEMENTS		1,034.50
499-901-970.300-COMMCTR				PROPERTY - IMPROVEMENTS		5,308.00
499-901-970.300-DOG_PARK				PROPERTY - IMPROVEMENTS		7,891.01
499-901-970.300-PKS_IMPVS				PROPERTY - IMPROVEMENTS		1,669.55
516-253-726.000				SUPPLIES - GENERAL		202.45
516-253-920.410				SERVICE CONTRACTS		13,166.42
588-699-726.000				SUPPLIES - GENERAL		555.83
588-699-726.025				SUPPLIES - JANITORIAL		3,028.50
588-699-726.050				REPAIRS AND MAINT SUPPLIES		2,846.22
588-699-930.210				TELEPHONE		258.86
588-699-930.610				NATURAL GAS		64.71
588-699-930.660				GASOLINE		9,616.24
588-699-940.010				OUTSIDE CONTRACTED SERVICES		518.61
617-253-726.000				SUPPLIES - GENERAL		202.45
637-265-726.000				SUPPLIES - GENERAL		368.88
637-265-726.050				REPAIRS AND MAINT SUPPLIES		654.74
645-172-920.400				REPAIRS AND MAINTENANCE SVCS		340.08
645-172-930.660				GASOLINE		100.48
645-201-726.000				SUPPLIES - GENERAL		227.91
645-201-930.600				MEMBERSHIP AND DUES		100.00
645-270-726.000				SUPPLIES - GENERAL		107.58
701-000-228.016				PISTOL PERMITS		1,792.00
701-000-299.000				PROSEC TRST RESTITUTION		367.45
704-000-231.261				HEALTH CARE CONTRIBS COURT		5,159.97
704-000-231.285				COURT AFA SEC 125		455.84

Total for fund 101 GENERAL FUND	128,661.25
Total for fund 205 WORK CAMP	426.18
Total for fund 208 PARKS AND RECREATION	1,899.32
Total for fund 209 GROEN NATURE PRESERVE FUND	58.48
Total for fund 210 AMBULANCE SERVICES	4,512.96
Total for fund 212 ANIMAL CONTROL	4,079.77
Total for fund 215 FRIEND OF THE COURT	6,663.21
Total for fund 226 RECYCLING FUND	5,000.00
Total for fund 249 BUILDING INSPECTION FUND	8,026.72
Total for fund 256 REGISTER OF DEEDS AUTOMATION	515.56
Total for fund 260 LEGAL DEFENSE FUND	3,794.00
Total for fund 261 911 SERVICE FUND	584.77
Total for fund 281 AIRPORT	253.30
Total for fund 282 AIRPORT SPECIAL EVENTS FUND	13,526.80
Total for fund 290 SOCIAL WELFARE FUND	873.80
Total for fund 292 CHILD CARE FUND	3,617.14
Total for fund 494 GROEN CAPITAL PROJECTS FUND II	170.00
Total for fund 499 CAPITAL PROJECTS FUND	15,903.06
Total for fund 516 DELINQUENT TAX REVOLVING	13,368.87
Total for fund 588 TRANSPORTATION FUND	16,888.97
Total for fund 617 TAX FORECLOSURE FUND	202.45
Total for fund 637 BUILDING AND GROUNDS	1,023.62
Total for fund 645 ADMINISTRATIVE SERVICES	876.05
Total for fund 701 GENERAL AGENCY	2,159.45
Total for fund 704 PAYROLL IMPREST FUND	5,615.81
	238,701.54