



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, September 28, 2010 beginning at 9:30 a.m., at the County Building, 225 W. Main Street, Room 100, Gaylord, Michigan 49735.

AGENDA

Call to Order

Invocation

Pledge of Allegiance

Roll Call

Approval and Correction of Regular Minutes of September 14, 2010 w/attachments

Consent Agenda

- A. OCR 10-36 Authorizing Resolution (Thorpe) - Motion to Adopt
- B. OCR 10-37 Authorizing Resolution (Hagedorn) - Motion to Adopt
- C. OCR 10-38 Authorizing Resolution (Kalamayski) - Motion to Adopt
- D. Housing Committee Appointment (LaFave) - Motion to Approve

Administrator's Report

City Liaison, Township & Village Representatives

Correspondence

New Business

- A. Financials
 - 1. September 21, 2010 Warrant
 - 2. September 28, 2010 Warrant
- B. Commission on Aging Business Agreement
- C. Other Business (for any additions added after agenda publication)

Public Comment

Board Remarks, Announcements, and informal discussions

Adjournment

September 14, 2010

The Regular meeting of the Otsego County Board of Commissioners was held in the County Building at 225 West Main Street, Room 100. The meeting was called to order at 9:30 a.m. by Chairman Ken Glasser. Invocation by Commissioner Clark Bates, followed by the Pledge of Allegiance led by Commissioner Paul Liss.

Roll call:

Present: Clark Bates, Paul Liss, Robert Harkness, Erma Backenstose, Ken Glasser, Doug Johnson, Mike Hyde, Bruce Brown.

Excused: Paul Beachnau.

Agenda amended to add under new business item D) library board reappointment.

Motion by Commissioner Mike Hyde to approve the Regular minutes of August 24, 2010 with attachments as presented. Ayes: Unanimous. Motion carried.

Administrator's Report:

John Burt reported on the animal control facility property bids out; 2011 budget; bids out to sell some of the old County equipment; updating lighting at the Alpine Center; generator; Treasurer's office carpet/paint complete.

Department Head Report:

Diann Axford reported on the Treasurer's Department.
Joe Ferrigan updated the Board on the Land Use Services department.

Committee Reports:

Motion by Commissioner Doug Johnson, to take no action at this time concerning medical marijuana and to continue monitoring the issue. Ayes: Bates, Liss, Harkness, Backenstose, Johnson, Hyde, Brown. Nays: Glasser. Excused: Beachnau. Motion carried.

Elizabeth Haus reported on the Planning Commission.

Correspondence:

Chairman Ken Glasser received correspondence from NEMSAS. Commissioner Mike Hyde received an email from Steven Butka regarding the Sportsplex and Animal Control.

New Business:

Motion by Commissioner Bruce Brown, to approve the August 31, 2010 Warrant in the amount of \$214,303.10 as presented. Ayes: Unanimous. Motion carried.

Motion by Commissioner Paul Liss, to approve the September 7, 2010 Warrant in the amount of \$49,981.47 as presented. Ayes: Unanimous. Motion carried.

Motion by Commissioner Robert Harkness, to approve the September 14, 2010 Warrant in the amount of \$385,875.62 as presented. Ayes: Unanimous. Motion carried.

Motion by Commissioner Clark Bates, to approve the Brownfield Redevelopment Authority Cash Advance Request with loaned funds to come from the General Fund-Fund balance to repaid upon reimbursement from the State of Michigan. Ayes: Unanimous. Motion carried.

Motion by Commissioner Mike Hyde, to approve the updated Otsego County Purchasing Policy.

Motion by Commissioner Erma Backenstose, to table the purchasing policy motion. Ayes: Unanimous.

Motion by Commissioner Erma Backenstose, to reappoint Diane YoungeDyke to the Otsego County Library Board of Trustees for a term of five years ending August 31, 2015. Ayes: Unanimous. Motion carried.

Board Remarks:

Commissioner Doug Johnson: Parks and Recreation meeting.

A motion to amend above motion made by Commissioner Mike Hyde, by Robert Harkness by replacing a portion of section 2-22 from 'without first' through 'with this policy' and replacing with 'until approved by the County Administrator for compliance with the spirit of the County's purchasing policy and the nepotism policy'. Vote on amendment-unanimous. Vote on amended motion-Unanimous. Motion carried as amended. (see attached)

Commissioner Mike Hyde: Emails from Steven Butka

Commissioner Robert Harkness: Health Department.

Commissioner Erma Backenstose: Emails from Steven Butka
MTECH
Library appointment openings.

Meeting adjourned at 10:48 a.m. at the call of the Chair.

Kenneth R. Glasser, Chairman

Susan I. DeFeyter, Otsego County Clerk



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Policy No 500.01	Subject Purchasing	Date Issued 4/13/04
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<p>Application</p> <table style="width: 100%;"> <tr> <td style="width: 50%; vertical-align: top;"> <p><u>General Fund Functions</u></p> <p><input checked="" type="checkbox"/> General Fund Departments</p> <p><input type="checkbox"/> 46th Trial Court</p> <p><input type="checkbox"/> Joint Building Authority</p> <p><input checked="" type="checkbox"/> Other Jointly Governed Organizations</p> <p><u>Special Revenue Functions</u></p> <p><input checked="" type="checkbox"/> Parks and Recreation</p> <p><input type="checkbox"/> Library</p> <p><input type="checkbox"/> Social Welfare (Family Independence Agency)</p> <p><input type="checkbox"/> Commission on Aging</p> <p><input type="checkbox"/> Other Special Revenue Funds</p> <p><input checked="" type="checkbox"/> Building Authority</p> </td> <td style="width: 50%; vertical-align: top;"> <p><u>Business-Type Functions</u></p> <p><input checked="" type="checkbox"/> Delinquent Tax Revolving</p> <p><input checked="" type="checkbox"/> Commissary</p> <p><input checked="" type="checkbox"/> Bus System</p> <p><input checked="" type="checkbox"/> Administrative Services</p> <p><input checked="" type="checkbox"/> Building and Grounds</p> <p><u>Component Units</u></p> <p><input type="checkbox"/> University Center</p> <p><input type="checkbox"/> Road Commission</p> <p><input type="checkbox"/> Ambulance</p> <p><input type="checkbox"/> Sportsplex</p> <p><input type="checkbox"/> Other:</p> </td> </tr> </table>	<p><u>General Fund Functions</u></p> <p><input checked="" type="checkbox"/> General Fund Departments</p> <p><input type="checkbox"/> 46th Trial Court</p> <p><input type="checkbox"/> Joint Building Authority</p> <p><input checked="" type="checkbox"/> Other Jointly Governed Organizations</p> <p><u>Special Revenue Functions</u></p> <p><input checked="" type="checkbox"/> Parks and Recreation</p> <p><input type="checkbox"/> Library</p> <p><input type="checkbox"/> Social Welfare (Family Independence Agency)</p> <p><input type="checkbox"/> Commission on Aging</p> <p><input type="checkbox"/> Other Special Revenue Funds</p> <p><input checked="" type="checkbox"/> Building Authority</p>	<p><u>Business-Type Functions</u></p> <p><input checked="" type="checkbox"/> Delinquent Tax Revolving</p> <p><input checked="" type="checkbox"/> Commissary</p> <p><input checked="" type="checkbox"/> Bus System</p> <p><input checked="" type="checkbox"/> Administrative Services</p> <p><input checked="" type="checkbox"/> Building and Grounds</p> <p><u>Component Units</u></p> <p><input type="checkbox"/> University Center</p> <p><input type="checkbox"/> Road Commission</p> <p><input type="checkbox"/> Ambulance</p> <p><input type="checkbox"/> Sportsplex</p> <p><input type="checkbox"/> Other:</p>	<p>Revised 09/14/10</p> <p>Applicable Forms</p>
<p><u>General Fund Functions</u></p> <p><input checked="" type="checkbox"/> General Fund Departments</p> <p><input type="checkbox"/> 46th Trial Court</p> <p><input type="checkbox"/> Joint Building Authority</p> <p><input checked="" type="checkbox"/> Other Jointly Governed Organizations</p> <p><u>Special Revenue Functions</u></p> <p><input checked="" type="checkbox"/> Parks and Recreation</p> <p><input type="checkbox"/> Library</p> <p><input type="checkbox"/> Social Welfare (Family Independence Agency)</p> <p><input type="checkbox"/> Commission on Aging</p> <p><input type="checkbox"/> Other Special Revenue Funds</p> <p><input checked="" type="checkbox"/> Building Authority</p>	<p><u>Business-Type Functions</u></p> <p><input checked="" type="checkbox"/> Delinquent Tax Revolving</p> <p><input checked="" type="checkbox"/> Commissary</p> <p><input checked="" type="checkbox"/> Bus System</p> <p><input checked="" type="checkbox"/> Administrative Services</p> <p><input checked="" type="checkbox"/> Building and Grounds</p> <p><u>Component Units</u></p> <p><input type="checkbox"/> University Center</p> <p><input type="checkbox"/> Road Commission</p> <p><input type="checkbox"/> Ambulance</p> <p><input type="checkbox"/> Sportsplex</p> <p><input type="checkbox"/> Other:</p>		

Contact Department Administration	Contact Phone Number 989-731-7520	Contact Fax Number 989-731-7529	Contact E-Mail jburt@otsegocountymi.gov
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Summary

The purpose of this policy is to establish procedures for the purchase of all supplies, equipment, vehicles, and all construction or altering of County facilities for any department of the County of Otsego in a manner that maximizes the purchasing value of public funds in procurement. This policy includes capital leases on any such item as listed above. When the procurement involves the expenditure of federal or state assistance or contract funds, the procurement shall be conducted in accordance with any mandatory applicable federal or state laws and regulations. Nothing in this policy shall prevent any public agency from complying with the terms and conditions of any grant, gift or bequest that is otherwise consistent with law.

Procedures

1. Definitions

1.1 **Capital Outlay Items:** Non-expendable items itemized in the County's capital improvement budget/plan.

1.2 **Competitive Bids:** Prices received from vendors on items or services \$10,001 or more. Competitive bids are received as sealed bids only and are opened at advertised public bid openings. The requirement for sealed competitive bids shall not apply to intergovernmental contracts, contracts for professional services or emergency repairs, or for the reauthorization of contracts, which have been previously approved by the Otsego County Board of Commissioners.

1.3 **Expendable/Recurrent Supplies:** Routine supplies needed to carry on the County's daily business (i.e. food, medical supplies, office supplies). Expendable supplies are generally acquired using preferred vendors.



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1.4 **Final Approver:** Person(s) designated to utilize the electronic purchasing system with the authority to convert requisitions to purchase orders.

1.5 **Formal Bidding:** Formal bidding procedure should be used for purchases from \$5,001 to \$10,000. It includes solicitation of written bids through the mail, e-mail, and facsimile.

1.6 **Informal Bidding:** Purchases of \$501 to \$5000 are subject to informal bidding. Informal bids (quotes) includes solicitation of written bids and may be solicited by telephone, personal contact, or in writing.

1.7 **Public Bid Opening:** A place, date and time established to open competitive bids received on items and/or services being procured. Adequate public notice of the invitation for bids shall be given not less than 10 calendar days prior to the date set forth therein for the opening of bids. Such notice may include publication in a newspaper of general circulation within the County for a reasonable time prior to the bid opening.

1.8 **Request for Proposal (RFP):** A document issued by the County Administrator, which contains specifications and County bidding procedures for procurement of items and/or services. An RFP is sent out to vendors as a mechanism to solicit for competitive bids.

1.9 **Request for Quotation (RFQ):** A document (less formal than an RFP) issued by the County Administrator/Management Team Member, which contains specifications for the procurement of items and/or services. An RFQ is sent out to vendors as a mechanism to solicit for competitive quotes.

2. POLICY: The County utilizes an electronic accounting system with a purchasing module that includes a requisition and purchase order system. Every purchase on behalf of the County (unless specifically exempted) shall require a requisition and purchase order. Except as otherwise specified herein, purchases / contracts will be awarded to a contractor or bidder based on price, record of performance, availability, dependability and experience. All purchases by contract, or otherwise, as herein authorized, will be in accordance with such appropriations as have been made by the Board of Commissioners for the support of the respective departments.

It shall be unethical for any County employee to participate directly or indirectly in a procurement contract when (the County employee knows that) the County employee or any member of the County employee's immediate family has a financial interest pertaining to the procurement contract.

2.1 **Basic Purchases:** Items valued at \$500 or less are considered basic purchases. There are not any bidding requirements for these purchases; however, the requisition and purchase order system must be utilized. Management Team Members or their designee(s) are authorized to draft requisitions and act as the final approver. The responsible party shall exercise reasonable scrutiny when expending funds under the \$500 threshold.



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2.2 **Informal Bidding:** Purchases of \$501 to \$5000 are subject to informal bidding. Individual employees, with approval of the County Administrator, may solicit informal bids as outlined below. Bids must be written. The County Administrator (their designee when absent) must act as final approver.

- A. **Bid Information:** To insure fairness in, each vendor solicited should be given the same information. This information should include:
- Description of items to be purchased
 - Special terms and/or specifications
 - Desired delivery date
- B. **Record of Bids:** All bids solicited shall be in writing and will be electronically recorded in the requisition "Post It" note window. Each record should contain:
- Bid Information
 - Record of all bids
 - Manager's explanation if lowest priced vendor not selected.

2.3 **Formal Bidding:** Purchases from \$5,001 to \$10,000 are subject to the formal bidding procedure. The respective department shall follow the formal bidding process. The Management Team Member must approve with the County Administrator or designee acting as the final approver. It includes solicitation of written quotations/bids through direct contact, public advertisement or any combination of the same.

- A. The solicitation/advertisement must include the following:
- Identification of item(s) to be bid upon
 - Location bids are to be submitted
 - Date and time of bid deadline for submission
 - Contact for further information
 - Statement of County's rights to reject bids
 - Contract compliance terms
 - Product specifications
- B. **Record of Bids:** All bids solicited shall be electronically recorded in the requisition "Post It" note window. Each record should contain:
- Bid Information
 - Record of all bids
 - Department Head explanation if lowest priced vendor not selected.

2.4 **Competitive Bidding:** Purchases with an anticipated obligation of \$10,001 or more are required to have sealed, competitive bidding and comply with Public Act 167 and 168 of 1993. Two (2) competitive bids are required for purchases of \$10,001 or more.

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Professional services and intergovernmental contracts and emergency repairs, or reauthorization of contracts that have been previously approved are exempted from this policy. A copy of all bid document material must be provided to the Administration Department.

- A. If a bid document must be prepared (\$10,001 or more), it shall include:
- Bid Reference Number as assigned by the Administration Department
 - Bid advertisement
 - Bid preparation instructions
 - Proposal
 - Contract
 - General conditions
 - Special conditions
 - General specifications
 - Detailed specifications
 - State or Federal guidelines (if necessary)

The County reserves the right to accept, reject or negotiate any or all bids, to waive or not waive informalities or irregularities in bids or bidding procedures, to rebid the project/purchase, and to accept any bid determined by the County to be in the best interest of the County, regardless of price. The reason for rejection may include past performance issues, and compatibility with existing equipment or software. Vendors located in Otsego County are hereby granted a 5% cost variance for low bid determination.

A "local vendor" is defined as a vendor that operates a business within the legally defined boundaries of Otsego County. To be considered a local vendor, the vendor must provide a verifiable business address (not a PO Box) at which business is being conducted.

- B. All bids shall be opened at the time, date and place specified, and the opening and inspection of all bids shall be made by the County Administrator. A complete summary of the bids, including the bidding firm's name, cost, qualifying data, and any other relevant information, shall be kept on file. Final approval, acceptance and selection of bids that are low bid and meet specifications shall be recommended by the County Administrator to the Board of Commissioners.

2.5 **Expendable Supplies:** For each expendable category of purchases, the County Administrator, with the assistance of the respective department staff (i.e. maintenance/jail food staff), will compile and maintain a list of preferred suppliers. Such lists will be reviewed and updated periodically. Typically one – three vendors will be listed to provide comparison pricing and selection options.

2.6 **Open Purchase Orders:** Open Purchase Orders shall be utilized for vendors that provide



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routine repetitive services. Open Purchase Orders may be opened and closed within any calendar month. Examples of authorized open purchase orders include: oil changes, car wash and other similar services.

2.7 Emergency Purchase Orders: In case of emergency needs, appropriate departments (maintenance, sheriff) are authorized to make emergency procurements of supplies, services or construction items when there exists a threat to public health, welfare or safety. Electronic access shall be provided to authorize the issuance of emergency purchase orders. Emergency procurements shall be made with such competition as is practicable under the circumstances and the cost shall not exceed \$5,000. An emergency purchase of up to \$10,000 may be made by the County Administrator without prior approval by the chair or vice-chair of the Board of Commissioners. The very nature of emergency expenditures may necessitate a significant financial decision without prior approval. All emergency expenditures in excess of \$10,000 shall be reported to the Board of Commissioners, in writing, within three business days.

In the case of emergency repairs where delays may cause further damage to county property, the County Administrator is authorized to spend up to \$10,000 without prior approval by the chair or Vice-Chair. Emergency repairs in excess of \$10,000 may be made by the County Administrator with advanced authorization from the chair or vice-chair.

- 2.8 Cooperative Government Contracts:** Bidding requirements shall be waived if the County is able to secure favorable prices on purchases by joining with other local governments, or participating with the State of Michigan or the Federal Government in purchasing. The County Administrator is authorized to enter into the necessary agreements or contracts on behalf of the County.
- 2.9 Exempted Purchases:** Exempted purchases include maintenance agreement billings, utility billings, contracted service invoices, insurance payments, and other like services as noted in the Otsego County Payables Policy. The appropriate account number and signature of a Management Team member is required for exempted purchases, and shall appear across the invoice.
- 2.10 Payment Procedure:** The respective Management Team member will be responsible for inspection of all orders, upon receipt of the order and prior to the acceptance of the delivery. Upon acceptance of items, verification that the packing slip matches the purchase order must accompany the invoice in order to obtain payment. Whenever a department rejects any orders, the County Administrator shall be notified immediately and given the reason for the rejection.
- 2.11 Capital Leases:** The process for bidding capital leases shall be similar to other purchases. Should the price of the purchase not be reasonably known prior to engaging the bidding process, the Formal Bidding Process shall be used.



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- 2.12 ***Bid Specification Changes:*** All changes in bid specifications shall be reported to all known potential bidders. Such notification shall provide appropriate time for all such potential bidders to have adequate time to make adjustments to their bids.
- 2.13 ***Demo Models:*** Bidding requirements shall be waived if the County is able to secure favorable prices on purchases by purchasing a demonstration model.
- 2.14 ***Rebidding:*** Should it become necessary to rebid a project/purchase, the County Administrator may waive the newspaper posting requirement for Competitive Bids, with notification being given to the Budget & Finance Committee members.
- 2.15 ***Amending contracts on projects requiring bids:*** The County Administrator may approve minor amendments to capital project contracts up to an amount of \$5,000, not to exceed more than 10% of the original contract amount. The County Administrator may approve minor amendments to capital project contracts up to an amount of \$10,000, not to exceed 10% of the original contract amount, with pre-notification to the Budget & Finance Committee. Any contract amendment beyond the limits specified above requires approval by the Board of Commissioners.
- 2.16 ***Bond Requirements:*** Bid bonds are required for construction or repair projects in the amount of \$100,000 or more. Bid bonds and performance bonds are required for construction or repair projects in the amount of \$250,000 or more. Bid bonds shall be in the amount of 10% of the total contract price. Performance bonds will be in the amount of 100% of the total contract price. Bond requirements cannot be waived.
- 2.17 ***Lien Waivers:*** For construction or repair projects in the amount of \$50,000 or more, the contractor is required to provide partial lien waivers, verifying all subcontractors and suppliers have been paid for their work to date, for payment requests beyond 25% of the total contract price. The final 10% of the contract price can be paid prior to receipt of lien waivers. The contractor will provide final lien waivers within 30 days of contract completion. In the event that a contractor does not provide the required lien waivers, the contract will not be eligible for future County projects without the consent of the County Infrastructure Committee.
- 2.18 ***Insurance Requirements:*** All contractors and/or vendors are required to maintain the following Insurance:
- A. Workers Compensation and Employers' Liability, Michigan Statutory Limits of Liability.
 - B. Commercial General Liability Insurance
 - C. Motor Vehicle Liability Coverage, and Michigan No-Fault Coverages including all owned, non-owned, and hired vehicles.
 - D. Otsego County will be named as Additional Insured on all insurance coverage, with

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the exception of Workers Compensation and Employers' Liability insurance.

Limits of Liability for General Liability, and Vehicle Liability shall be within the following guidelines based on contract amount:

- Projects up to \$750,000: Minimum of \$1,000,000 per occurrence and aggregate.
- Projects \$750,001 to \$1,750,000: Minimum of \$2,000,000 per occurrence and aggregate.
- Projects \$1,750,001 to \$2,750,000: Minimum of \$3,000,000 per occurrence and aggregate.
- The required amounts continue to escalate by adding \$1,000,000 to the beginning and ending project range and to the minimum insurance requirement.
- A Waiver of Subrogation is required on the certificate of liability insurance.
- The certificate of liability insurance is required to have a 30-day notice of cancellation.

2.19 Professional Services Contracts Requirements: Professional Liability Coverage (Errors and Omissions) is required for all contracts for professional services such as architect, engineer, design firm or similar professions, and the medical professions, etc.

- In the event that services delivered either directly or indirectly involve or require professional services (e.g. architectural, engineering, medical), Professional Liability Coverage (Errors and Omissions) insurance coverage must be provided with a limit of liability of not less than \$1,000,000 per occurrence and aggregate generally, and must further be in an amount to be equal to or greater than the total project cost.
- A Waiver of Subrogation is required on the certificate of liability insurance.
- The certificate of liability insurance is required to have a 30-day notice of cancellation.

2.20 Other Contractor Insurance Requirements: For projects of over \$250,000, all vendor insurance must be obtained through an insurance company that has a financial strength rating of A or better by a reputable insurance rating company such as A.M. Best.

2.21 Purchases on Behalf of Other Agencies: For purchases made by Otsego County while



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acting as a grant fiduciary on behalf of other agencies, Otsego County will allow Preferred Vendors at the written request of an authorized representative from the requesting agency.

2.22 *Nepotism:* A County employee or grant administrator may not hire a person related to him/her to do contractual work until approved by the County Administrator for compliance with the spirit of the County's Purchasing Policy and Nepotism Policy. For the purposes of this policy, "related" shall cover the following relationships:

1. Parent (natural, step, or in-law)
2. Child (natural or step)
3. Brother/sister (natural, step, or in-law)
4. Spouse
5. Grandparent
6. Legal Guardian

The County of Otsego will accept delivery of and authorize payment of only those services, supplies, merchandise or articles authorized for purchase, and acceptable under terms of the purchase agreement, in accordance with the procedures stated herein.

Payment for any services, supplies, merchandise or articles not authorized for purchase by the County Administrator and/or the Otsego County Board of Commissioners in accordance with the policies and procedures stated herein becomes the responsibility of the person or persons requesting such service, supplies, merchandise or article and the County may deny payment of the claim.

Any service being performed for the County that has not been authorized in accordance with the policies and procedures stated herein, shall be immediately discontinued and the original conditions restored at the expense of the person or persons requesting such service.

Payment in full for any service, supplies, merchandise or articles not acceptable for delivery or the use required, as put forth in the bid specifications or purchase agreement for such service, supplies, merchandise or articles, will be held in abeyance until such time as a replacement or replacements meeting the specifications put forth in the purchase agreement and acceptable for the use required are received.



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TABLE 1

Dollar Amount	Bidding Requirement	Final Approval
\$0 - \$500	None	Management Team Member or Designee
\$501 - \$5,000	Informal Bid	County Administrator
\$5,001 - \$10,000	Formal or Competitive Quote	County Administrator
\$10,001 or more	Competitive Bids (2)	Board of Commissioners

Approvals (name and department)

Board of Commissioners

April 13, 2004



September 28, 2010 Agenda

RESOLUTION NO. OCR 10-36
AUTHORIZING RESOLUTION
OTSEGO COUNTY BOARD OF COMMISSIONERS
September 28th, 2010

WHEREAS, the Otsego County Board of Commissioners is the owner of a property located at 8140 O'Rourke, Vanderbilt, Michigan 49795 and has a mortgage recorded in the office of the Register of Deeds for Otsego County Michigan, in Liber 573, Pages 519-526, in the name Rhonda E. Thorpe, and

WHEREAS, said Mortgage has been paid in full; now, therefore, be it

RESOLVED, that Otsego County hereby issues a DISCHARGE OF MORTGAGE to, Rhonda E. Thorpe, and, be it further

RESOLVED, that the Otsego County Administrator, on behalf of the Otsego County Board of Commissioners, be authorized to sign said document.

RESOLUTION NO. OCR 10-37
AUTHORIZING RESOLUTION
OTSEGO COUNTY BOARD OF COMMISSIONERS
September 28th, 2010

WHEREAS, the Otsego County Board of Commissioners is the owner of a property located at 4930 Hayes Tower Road, Gaylord, Michigan 49735 and has a mortgage recorded in the office of the Register of Deeds for Otsego County Michigan, in Liber 1118, Pages 785-798, in the name David A. Hagedorn and Janet K. Hagedorn, Husband and Wife, and

WHEREAS, said Mortgage has been paid in full; now, therefore, be it

RESOLVED, that Otsego County hereby issues a DISCHARGE OF MORTGAGE to, David A. Hagedorn and Janet K. Hagedorn, Husband and Wife and, be it further

RESOLVED, that the Otsego County Administrator, on behalf of the Otsego County Board of Commissioners, be authorized to sign said document.

RESOLUTION NO. OCR 10-38
AUTHORIZING RESOLUTION
OTSEGO COUNTY BOARD OF COMMISSIONERS
September 28th, 2010

WHEREAS, the Otsego County Board of Commissioners is the owner of a property located at 6377 Whitehouse Trail, Vanderbilt, Michigan 49795 and has a mortgage recorded in the office of the Register of Deeds for Otsego County Michigan, in Liber 870, Pages 874-887, in the name Raymond & Mary Kalamayski, Husband and Wife, and a Loan Modification in Liber 1059, Pages 822-823 and

WHEREAS, said Mortgage has been paid in full; now, therefore, be it

RESOLVED, that Otsego County hereby issues a DISCHARGE OF MORTGAGE to, Raymond & Mary Kalamayski, Husband and Wife, and, be it further

RESOLVED, that the Otsego County Administrator, on behalf of the Otsego County Board of Commissioners, be authorized to sign said document.

OTSEGO COUNTY HOUSING COMMITTEE

MOTION BY & SIGNED BY Karen M. Warsaw

Appoint John LaFave, as member to the Housing Committee, term to expire 9/16/13.

DATE: 09/16/2010



**APPLICATION FOR APPOINTMENT TO
COMMITTEES, BOARDS AND COMMISSIONS**

The information provided on this form is for the use of the Otsego County Board of Commissioners in its deliberation to fill vacancies on committees, boards and commissions. Applications may be submitted at any time and will be kept on file for a period of one (1) year. You must indicate what board or committee you are applying for and a separate application is required for each. Applicants may be asked to attend a designated meeting of the County Board of Commissioners for application review and appointment consideration.

To which committee(s), board(s) or commission(s) are you seeking appointment?

HOUSING

PLEASE indicate what board or committee you are applying for in the space provided above.

Please print or type.

Name: JAHN LAFAVE

Address: 11820 JEWEL RD VANDERBILT Zip Code 49795

Telephone: 979-370-6977 Other: _____

Email address: _____

Date available for appointment SEPTEMBER 2010

County Commission District 3

Are you a registered voter in Otsego County? Yes No

If yes, which township, city or village? CORWATH

Please complete the following. You may use additional sheets as needed.

Community Service

List boards, commissions, committees or community service organizations that you are currently serving or have served upon, offices held and in what municipality or county.

HOUSING BOARD OF APPEALS / HARPER WOODS MI
HARPER WOODS JAYCEES PRESIDENT
18 18
KELLY ROAD BUSINESS ASSOCIATION / HARPER WOODS
CORWITH TOWNSHIP PLANNING / CHAIRMAN
STEWARDSHIP TEAM / GAYLORD & FREE CHURCH

Employment and Education

List any employment experience or education that, in your opinion, best qualifies you for this appointment. List job titles, duties (current and past), level of education and any certificates or degrees you have obtained.

Have you ever worked for Otsego County? Yes No
If yes, please list dates and name(s) of departments.

Personal

Rules of law and ethics prohibit appointees from participating in and voting on matters in which they may have a direct or indirect financial interest. Are you aware of any potential conflicts of interest? Yes No

If yes, please indicate potential conflicts.

Are you aware of the time commitment necessary to serve on the committee, board and/or commission to which you seek appointment and will you have such time?

Yes No

Please provide information about specific training, education, experience or interests you possess that qualify you as an appointee to the position you seek.

I HAVE READ AND STUDIED THE REAL ESTATE MARKET AND HAVE A GOOD KNOWLEDGE OF HOW IT WORKS. I KNOW ABOUT GRANTS & LOANS GIVEN TO LOW INCOME PEOPLE TO HELP FIX THEIR HOMES. I READ A LOT OF NEWSPAPER'S STORIES AND FOLLOW WHAT IS HAPPENING IN OTSEGO COUNTY

I hereby certify that the preceding information is correct and to the best of my knowledge.

John J. Stone
Signature

8-13-10
Date

Mail or return your completed application to:

**Otsego County
Attn: County Administration
225 West Main Street, Room 203
County/City Building
Gaylord, MI 49735**

You may email your completed application to:

spremo@otsegocountymi.gov

Thank you very much for giving us the opportunity to consider you for appointment.

CHECK DISBURSEMENT REPORT FOR COUNTY OF OTSEGO
 SEPTEMBER 21, 2010 WARRANT

Check #	Check Date	Payee	Description	GL #	Amount
29456	09/15/2010	ELMERS CRANE & DOZER	CONTRACT	243-901-970.300	31,350.00
29457	09/15/2010	OTWELL MAWBY, P.C.	PROJECT 08-125G	243-901-970.300	5,801.02
29458	09/15/2010	SAGASSER & ASSOC.	SERVICES	243-901-970.300	57,944.30
1050(E)	09/21/2010	MUNICIPAL EMPLOYEES RETIREME	AUGUST RETIREMENT	704-000-231.700	48,404.29
29459-29654		VOIDED CHECKS			
29655	09/21/2010	87-A DISTRICT COURT- IMPREST CA	REIMBURSE DRUG CT GRADUATION INSEM	101-133-726.000	40.00
29656	09/21/2010	ABEL M CRUZ	REIMBURSE DRUG CT STEP PROMO INCEN	101-133-726.000	20.00
29656	09/21/2010	ABEL M CRUZ	PER DIEM, TRAVEL	208-752-703.040	40.00
29656	09/21/2010	ABEL M CRUZ	PER DIEM, TRAVEL	208-752-930.500	1.60
					61.60
29657	09/21/2010	ALPINE COMPUTERS	DELL 22" LCD MONITOR FOR MAPPING IN	261-901-970.440	195.99
29658	09/21/2010	AMERICAN FIDELITY ASSURANCE C	EMPLOYEE BILLING	704-000-231.280	69.00
29659	09/21/2010	AMERICAN FIDELITY ASSURANCE C	OCTOBER 2010 FLEX SPENDING ACCOUNT	704-000-231.285	374.09
29660	09/21/2010	AT&T MOBILITY	#287003998545X09022010 AUGUST CELL	101-301-930.210	79.82
29660	09/21/2010	AT&T MOBILITY	#287003998545X09022010 AUGUST CELL	101-351-930.210	52.66
29660	09/21/2010	AT&T MOBILITY	#287003998545X09022010 AUGUST CELL	205-301-930.210	136.59
					269.07
29661	09/21/2010	AUSABLE VALLEY EMERGENCY MAI	GRANT CONSULTANT MAY, JUNE 2010	262-431-930.500-HSGP000000	8,064.51

29662	09/21/2010	AUTO OWNERS INSURANCE CO.	REST PMT BY BRADLEY ROSWELL 06-1932 701-000-271.130		100.00
29663	09/21/2010	AUTO VALUE - GAYLORD	183-173441 BUS #11	588-699-726.050	195.60
29664	09/21/2010	BANK OF NEW YORK	1991 BOND FEE	569-906-990.210	262.50
29665	09/21/2010	BRANDON KERSEY	CAMPING REFUND	208-440-652.050	36.00
29666	09/21/2010	BREITBURN OPERATING LP	02490002904000 2003 - 2004 TAXABLE R 701-000-274.005		18,369.38
29667	09/21/2010	BROWNWOOD COMPANY	FUEL CHIPS	208-752-726.000	162.50
29668	09/21/2010	BRUCE CRANHAM, PC	FOC REFEREE SERVICE - AUGUST 2010	101-141-940.010	1,912.50
29668	09/21/2010	BRUCE CRANHAM, PC	FOC REFEREE SERVICE - AUGUST 2010	215-141-940.010	337.50
					<u>2,250.00</u>
29669	09/21/2010	BRUCE TILLINGER	CONTRACTED PLUMBING & MECHANICAL 249-371-801.027		760.00
29670	09/21/2010	BS&A SOFTWARE INC	TRAINING	645-201-704.400	195.00
29671	09/21/2010	BURNHAM & FLOWER OF MICHIGAN	10 - 11 SUMMER TAX BOND	516-253-930.100	4,127.00
29672	09/21/2010	BUTCH FLEMING	PER DIEM, TRAVEL	208-752-703.040	40.00
29672	09/21/2010	BUTCH FLEMING	PER DIEM, TRAVEL	208-752-930.500	8.00
					<u>48.00</u>
29673	09/21/2010	CASE CREDIT- CNH CAPITAL	46247 BUS #20	588-699-726.050	125.80
29674	09/21/2010	CATHOLIC HUMAN SERVICES	AUG 2010 COUNSELING DRUG CT PARTICI	101-133-940.010	540.00
29674	09/21/2010	CATHOLIC HUMAN SERVICES	DECISIONS TO ACTIONS FALL SESSION	292-662-940.010	5,423.60
					<u>5,963.60</u>
29675	09/21/2010	CDW GOVERNMENT INC	HPLJP4015X	645-901-970.440	1,752.36

29676	09/21/2010	CENTURY LINK	ACCT #300451601	261-427-930.210	176.93
29677	09/21/2010	CHAD DUTCHER	PER DIEM, TRAVEL	208-752-703.040	40.00
29677	09/21/2010	CHAD DUTCHER	PER DIEM, TRAVEL	208-752-930.500	3.20
					<u>43.20</u>
29678	09/21/2010	CHUCKS ELECTRIC OF GAYLORD	2542 INSTALL OUTLET FOR POP MACHINE	208-751-726.050	65.00
29679	09/21/2010	CITY OF GAYLORD	WATER BILL	208-752-920.200	47.42
29680	09/21/2010	CLASSICE PLUMBING	INSTALL HAND PUMP SHROUDS, SALT, IN	208-751-726.050	359.00
29681	09/21/2010	CONSUMERS ENERGY	WAH WAH SOO ELECTRIC BILL	208-751-930.620	1,759.06
29681	09/21/2010	CONSUMERS ENERGY	100019515327 AUGUST	588-699-930.620	1,757.66
29681	09/21/2010	CONSUMERS ENERGY	611 S ILLINOIS AVE	637-265-930.620	29.01
29681	09/21/2010	CONSUMERS ENERGY	225 W MAIN	637-265-930.620-CRTHS00000	3,417.43
					<u>6,963.16</u>
29682	09/21/2010	CORECOMM	115039078 - SEPT 2010 INTERNET	101-131-930.210	21.95
29683	09/21/2010	CORNWELL TOOLS	8677 SHOP TOOL	588-699-726.050	21.95
29684	09/21/2010	CURTISS REPORTING CORP	INV. 14043; DATE 9-8-10; TRANSCRIPT OF	101-267-726.000	774.35
29685	09/21/2010	DAVE BARAGREY	PER DIEM, TRAVEL	208-752-703.040	40.00
29685	09/21/2010	DAVE BARAGREY	PER DIEM, TRAVEL	208-752-930.500	1.60
					<u>41.60</u>
29686	09/21/2010	DAWSON & STEVENS	HSGP MEETING FOOD 7/1/10	262-431-726.000-HSGP000000	262.25
29687	09/21/2010	DEVONIAN ENERGY INC	02490002404000 2003-2005 TAXABLE RE	701-000-274.005	31,536.58
29688	09/21/2010	DON HUFF	PER DIEM, TRAVEL	208-752-703.040	40.00
29688	09/21/2010	DON HUFF	PER DIEM, TRAVEL	208-752-930.500	16.00
					<u>16.00</u>

					56.00
29689	09/21/2010	DUNNS	SUPPLIES	101-000-106.000	151.96
29689	09/21/2010	DUNNS	SUPPLIES	101-301-726.000	32.56
29689	09/21/2010	DUNNS	SUPPLIES	101-302-726.000	37.99
29689	09/21/2010	DUNNS	SUPPLIES	101-334-726.000	5.43
29689	09/21/2010	DUNNS	SUPPLIES	101-351-726.000	37.99
29689	09/21/2010	DUNNS	FOLDERS/BATTERIES/ADDING PAPER	249-371-726.000	109.17
					----- 375.10
29690	09/21/2010	EREMAL L. REPP	CONTRACTED ELECTRICAL INSPECTOR	249-371-801.026	1,420.00
29691	09/21/2010	FRONTIER	PARK PHONE BILL	208-751-930.210	77.54
29691	09/21/2010	FRONTIER	MULTIPLE STMTS	261-427-930.210	806.23
29691	09/21/2010	FRONTIER	TELEPHONE	637-265-930.210	92.75
					----- 976.52
29692	09/21/2010	FRONTIER	213040216955843903/989-732-5130 08C	101-131-930.210	61.24
29693	09/21/2010	g-Neil	1529956 POSTERS	588-699-726.000	57.99
29694	09/21/2010	GASLIGHT MEDIA	33111 WIRELESS CONNECTION	208-752-726.000	59.95
29695	09/21/2010	GAYLORD DRY CLEANERS	AUGUST DRY CLEANING/ALTERATIONS	101-301-920.410	110.00
29695	09/21/2010	GAYLORD DRY CLEANERS	AUGUST DRY CLEANING/ALTERATIONS	101-302-920.410	60.00
					----- 170.00
29696	09/21/2010	GAYLORD FORD	INV#46156 (\$33.95) #25396 (\$63.78) #40	101-301-726.050	128.94
29696	09/21/2010	GAYLORD FORD	25259 VET'S VAN	588-699-726.050	267.80
					----- 396.74
29697	09/21/2010	GIL-ROYS HARDWARE	PAINT, LINERS, ROLLER, BOLTS	208-752-726.000	115.84
29697	09/21/2010	GIL-ROYS HARDWARE	PAINT, LINERS, ROLLER, BOLTS	208-752-726.050	78.43
					----- 194.27

29698	09/21/2010	GREAT LAKES ENERGY	ELECTRIC ACCOUNT #712058424-001 VET 293-689-930.999	113.00
29699	09/21/2010	GREEN FUNERAL HOME	COUNTY BURIAL ALLOWANCE, SURVIVING 101-681-930.960	300.00
29700	09/21/2010	HOEKSTRA TRANSPORTATION INC	C10087888 STOCK 588-699-726.050	139.10
29701	09/21/2010	JIM REAVA	CAMPING REFUND 208-440-652.050	69.00
29702	09/21/2010	JIM WERNIG INC	25890; 25901 VAN #15 588-699-726.050	374.34
29703	09/21/2010	PAYNE AND DOLAN	PAVEMENT SERVICES 499-901-970.300	18,205.00
29705	09/21/2010	JOHNSON OIL COMPANY	BULBS, PROPANE 208-751-930.610	359.68
29705	09/21/2010	JOHNSON OIL COMPANY	BULBS, PROPANE 208-752-726.000	5.74
29705	09/21/2010	JOHNSON OIL COMPANY	CL23097 FUEL 588-699-930.660	9,940.94
				<u>10,306.36</u>
29706	09/21/2010	KSS ENTERPRISES	211926 BROWN TOWEL 208-752-726.025	108.66
29707	09/21/2010	LANSING SANITARY SUPPLY INC	640477 PIT TOILET TREATMENT 208-751-726.025	136.20
29708	09/21/2010	LAPPANS OF GAYLORD INC	BELT, BLADE 208-751-726.050	108.99
29709	09/21/2010	LAVERN W. SCHLAUD	CONTRACTED BUILDING INSPECTOR 249-371-801.024	1,250.00
29710	09/21/2010	LOGJAM ENTERPRISES	WOOD ICE 208-752-726.000	352.80
29711	09/21/2010	LYNDE BLAIR	CAMPING REFUND BLAIR 208-440-652.050	69.00
29712	09/21/2010	MAC TOOLS	55501 SHOP TOOLS 588-699-726.050	11.96
29713	09/21/2010	MARY WEITZEL	COUNTY BURIAL ALLOWANCE, VETERAN - 101-681-930.960	300.00

29714	09/21/2010	MAXIMUM SECURITY	INV. 1139516; DATE 9-2-10; OCT-DEC 201	101-267-920.410	89.97
29715	09/21/2010	MICHIGAN MUNICIPAL RISK MANA SERVICES		101-851-930.100	199,093.00
29716	09/21/2010	MID STATES BOLT & SCREW CO	3510283 SHOP SUPPLIES	588-699-726.050	34.02
29717	09/21/2010	MSU EXTENSION	REIMBURSEMENTS	101-261-726.000	324.42
29717	09/21/2010	MSU EXTENSION	REIMBURSEMENTS	101-261-930.450	331.00
29717	09/21/2010	MSU EXTENSION	REIMBURSEMENTS	101-261-930.500	147.00
					<u>802.42</u>
29718	09/21/2010	NELSONS FUNERAL HOME	COUNTY BURIAL ALLOWANCE VETERAN, C	101-681-930.960	300.00
29719	09/21/2010	NICOLE WEATHERBY	CAMPING REFUND	208-440-652.050	59.00
29720	09/21/2010	NORTHERN MICHIGAN REVIEW	ACCT 14117214 HOME REPAIR MARKET A	233-690-930.300	88.92
29720	09/21/2010	NORTHERN MICHIGAN REVIEW	02024046-02064753 AUGUST	588-699-930.300	239.80
					<u>328.72</u>
29721	09/21/2010	NORTHWESTERN BANK-CARDMEM	AUGUST STATEMENT	101-253-726.000	25.11
29721	09/21/2010	NORTHWESTERN BANK-CARDMEM	AUGUST STATEMENT	101-253-930.500	66.67
29721	09/21/2010	NORTHWESTERN BANK-CARDMEM	AUGUST STATEMENT	212-430-930.500	56.72
29721	09/21/2010	NORTHWESTERN BANK-CARDMEM	AUGUST STATEMENT	516-253-930.500	108.67
29721	09/21/2010	NORTHWESTERN BANK-CARDMEM	AUGUST STATEMENT	588-699-704.400	129.00
29721	09/21/2010	NORTHWESTERN BANK-CARDMEM	AUGUST STATEMENT	616-253-930.500	66.66
					<u>452.83</u>
29722		VOIDED			
29723	09/21/2010	OMS COMPLIANCE SERVICES INC	75300, 57405, 57406 PRE & RAND DRUG	588-699-940.010	229.50
29724	09/21/2010	OSCODA REGION II ACCOUNTING	DHS BOARD EXPENSES	101-961-999.000	578.50
29725	09/21/2010	OTSEGO CO JUDICIAL SYSTM	SMAF DIRECT RX REIMBURSEMENT - THERIAULT	101-131-704.110	160.00

29726	09/21/2010	OTSEGO COUNTY	TOSHIBA COPIER	101-864-920.410	619.92
29726	09/21/2010	OTSEGO COUNTY	SALARYFRINGE	241-621-940.010	3,491.84
					<u>4,111.76</u>
29727	09/21/2010	OTSEGO COUNTY BUS SYSTEM	2000 FORD F-150-W/O 6379 6/2/10 INV.#	249-371-726.050	618.14
29728	09/21/2010	PETE AWREY	PER DIEM	208-752-703.040	80.00
29729	09/21/2010	PURCHASE SALES	ICE CREAM	208-752-726.000	473.28
29730	09/21/2010	PURITY CYLINDER GASES, INC.	00837016 SHOP EQUIPMENT	588-699-726.050	402.80
29731	09/21/2010	QWEST	989.732.6484	637-265-930.210	13.03
29732	09/21/2010	RANDY STULTS	PER DIEM, TRAVEL	208-752-703.040	40.00
29732	09/21/2010	RANDY STULTS	PER DIEM, TRAVEL	208-752-930.500	8.00
					<u>48.00</u>
29733	09/21/2010	REDWOOD TOXICOLOGY LABORAT	AUGUST 2010 - DRUG COURT DRUG TESTI	101-133-726.000	25.88
29733	09/21/2010	REDWOOD TOXICOLOGY LABORAT	AUGUST 2010 ADULT COURT DRUG TESTII	292-662-801.030	139.88
					<u>165.76</u>
29734	09/21/2010	RICK SEHL CARPET CLEANING	CLEAN CARPET AT CENTER	208-752-726.000	470.52
29735	09/21/2010	RONALD THAYER	CAMPING REFUND	208-440-652.050	36.00
29736	09/21/2010	SARA SCHMIDT	PKG TO AG RE: PLATTE, POSTAGE STAMPS	101-267-930.450	21.85
29737	09/21/2010	SAVE A LOT	COFFEE FILTERS, CHOCOLATE BARS, CRAC	208-752-726.000	41.63
29738	09/21/2010	SHERWIN WILLIAMS	TREASURER'S OFFICE	637-265-726.050	504.93
29739	09/21/2010	SPARTAN SEWER & SEPTIC TANK SI	96292 LIBKE FIELD HANDICAP UNIT 9/7-10	208-751-920.200	230.00

29740	09/21/2010	SPARTAN STORES INC	RASINS, APPLE JUICE, SYRUP, BUTTER	208-751-726.025	10.47
29740	09/21/2010	SPARTAN STORES INC	LATE FEE	208-752-726.000	75.10
					<hr/> 85.57
29741	09/21/2010	SPEEDWAY SUPERAMERICA LLC	FUEL	101-257-930.660	59.61
29741	09/21/2010	SPEEDWAY SUPERAMERICA LLC	FUEL	101-301-930.660	2,052.99
29741	09/21/2010	SPEEDWAY SUPERAMERICA LLC	FUEL	101-302-930.660	209.80
29741	09/21/2010	SPEEDWAY SUPERAMERICA LLC	FUEL	101-331-930.660	387.49
29741	09/21/2010	SPEEDWAY SUPERAMERICA LLC	FUEL	101-721-930.660	123.65
29741	09/21/2010	SPEEDWAY SUPERAMERICA LLC	FUEL	205-301-930.660	458.52
29741	09/21/2010	SPEEDWAY SUPERAMERICA LLC	FUEL	208-752-930.660	407.18
29741	09/21/2010	SPEEDWAY SUPERAMERICA LLC	FUEL	210-651-700.000	4,380.79
29741	09/21/2010	SPEEDWAY SUPERAMERICA LLC	FUEL	212-430-930.660	429.70
29741	09/21/2010	SPEEDWAY SUPERAMERICA LLC	FUEL	249-371-930.660	123.65
29741	09/21/2010	SPEEDWAY SUPERAMERICA LLC	FUEL	261-427-930.660	148.72
29741	09/21/2010	SPEEDWAY SUPERAMERICA LLC	FUEL	281-537-930.660	110.86
29741	09/21/2010	SPEEDWAY SUPERAMERICA LLC	FUEL	293-689-930.660	69.80
29741	09/21/2010	SPEEDWAY SUPERAMERICA LLC	FUEL	645-172-930.660	63.63
					<hr/> 9,026.39
29742	09/21/2010	SPRINT	TELEPHONE BILL ACCOUNT #845967111 S	293-689-930.999	387.00
29743	09/21/2010	SUPERMEDIA LLC	390001214332 SEPTEMBER VERIZON WHI	101-301-940.010	13.88
29743	09/21/2010	SUPERMEDIA LLC	390001214332 SEPTEMBER VERIZON WHI	101-351-920.410	13.87
					<hr/> 27.75
29744	09/21/2010	TRIPLE M TIRE INC	2-99380 VET'S VAN; 2-99438 DISPOSAL	588-699-920.400	118.95
29745	09/21/2010	USA MOBILITY WIRELESS INC	INV #T0513733H	261-427-940.010	77.80
29746	09/21/2010	VALLEY TRUCK PARTS	3-1047764 BUS #26	588-699-726.050	47.32
29747	09/21/2010	VERIZON WIRELESS	48295301000001	101-721-930.230	42.56

29747	09/21/2010	VERIZON WIRELESS	CELL PHONE BILL	208-752-930.210	103.75
29747	09/21/2010	VERIZON WIRELESS	48295301000001	249-371-930.230	22.40
29747	09/21/2010	VERIZON WIRELESS	48295301000001	261-427-930.230	120.46
29747	09/21/2010	VERIZON WIRELESS	48295301000001	645-172-930.230	45.13
					<u>334.30</u>
29748	09/21/2010	WALKER BROTHERS	72969 BUS #26	588-699-726.050	619.19
29749	09/21/2010	WEST PAYMENT CENTER	INV. 821359975; DATE 9-4-10; ACCT 1000	101-267-726.200	104.00
29749	09/21/2010	WEST PAYMENT CENTER	PUBLIC PATRON ACCESS @ LIBRARY - AUG	269-145-726.210	358.05
					<u>462.05</u>
29750	09/21/2010	WILBER AUTOMOTIVE SUPPLY INC	LENS	208-751-726.050	2.69
29751	09/21/2010	WINN TELECOM	ACCT #9897326108	261-427-930.210	63.02
29752-29756		VOIDED			
29757	09/21/2010	CDW GOVERNMENT INC	QUOTE NUMBER: VLL9049	101-351-726.000	272.97
29758	09/21/2010	CHUCKS ELECTRIC OF GAYLORD	BROKEN CONSUMER'S WIRE	637-265-726.050	1,170.00
29759	09/21/2010	DUNNS	TABLE	637-265-726.050	475.00
29760	09/21/2010	EMPIRIC SOLUTIONS INC	SERVICES	637-265-726.050	1,174.33
29761	09/21/2010	JAVSI	REPAIR FORM	637-265-726.050	1,769.16
			TOTAL OF 250 CHECKS (145 voided-printer issue)		488,306.37

<u>FUND</u>	<u>AMOUNT</u>
Total for fund 101 GENERAL FUN	209,731.53
Total for fund 205 WORK CAMP	595.11
Total for fund 208 PARKS AND R	6,238.83
Total for fund 210 AMBULANCE	4,380.79
Total for fund 212 ANIMAL CON	486.42
Total for fund 215 FRIEND OF TH	337.50
Total for fund 233 HUD GRANT F	88.92
Total for fund 241 GYPSY MOTH	3,491.84
Total for fund 243 BROWNFIELD	95,095.32
Total for fund 249 BUILDING INS	4,303.36
Total for fund 261 911 SERVICE I	1,589.15
Total for fund 262 HOMELAND S	8,326.76
Total for fund 269 LAW LIBRARY	358.05
Total for fund 281 AIRPORT	110.86
Total for fund 292 CHILD CARE F	5,563.48
Total for fund 293 SOLDIERS' REI	569.80
Total for fund 499 CAPITAL PROJ	18,205.00
Total for fund 516 DELINQUENT	4,235.67
Total for fund 569 DEBT SERVICE	262.50
Total for fund 588 TRANSPORTA	14,713.72
Total for fund 616 HOMESTEAD	66.66
Total for fund 637 BUILDING AN	8,645.64
Total for fund 645 ADMINISTRAT	2,056.12
Total for fund 701 GENERAL AGE	50,005.96
Total for fund 704 PAYROLL IMP	48,847.38
TOTAL - ALL FUNDS	488,306.37

09/22/2010

CHECK DISBURSEMENT REPORT FOR COUNTY OF OTSEGO
SEPTEMBER 28, 2010 WARRANT

Check #	Check Date	Payee	Description	GL #	Amount
29762	09/28/2010	A&L IRON	P V TINA KUHN	701-000-271.000	25.00
29763	09/28/2010	ACCURINT	FOC SKIP TRACING FEES - AUG 2010	101-141-940.010	42.50
29763	09/28/2010	ACCURINT	FOC SKIP TRACING FEES - AUG 2010	215-141-940.010	7.50
					50.00
29764	09/28/2010	ADVANCED BENEFIT SOLUTIONS	HRA ADMIN FEES - SEPT 2010	101-131-704.110	93.33
29764	09/28/2010	ADVANCED BENEFIT SOLUTIONS	HRA ADMIN FEES - SEPT 2010	101-136-704.110	6.45
29764	09/28/2010	ADVANCED BENEFIT SOLUTIONS	HRA ADMIN FEES - SEPT 2010	101-141-704.110	32.90
29764	09/28/2010	ADVANCED BENEFIT SOLUTIONS	HRA ADMIN FEES - SEPT 2010	101-148-704.110	6.45
29764	09/28/2010	ADVANCED BENEFIT SOLUTIONS	HRA ADMIN FEES - SEPT 2010	215-141-704.110	5.80
29764	09/28/2010	ADVANCED BENEFIT SOLUTIONS	HRA ADMIN FEES - SEPT 2010	292-662-704.110	16.32
					161.25
29765	09/28/2010	ALPINE ANIMAL HOSPITAL	AUGUST STERLIZATION	212-430-930.980	784.49
29766	09/28/2010	ALPINE LODGE	P V TIMOTHY THERRIEN	701-000-271.000	300.00
29767	09/28/2010	AMERICAN EXPRESS	P V KERRI PAYTON	701-000-271.000	50.00
29768	09/28/2010	AMERICAN FIDELITY ASSURANCE	OCT 2010 - PARKER/KLINE	704-000-231.285	77.90
29769	09/28/2010	AUTO OWNERS INSURANCE CO	P V PATRICK KOHLER	701-000-271.000	196.00
29770	09/28/2010	AUTO VALUE - GAYLORD	183-173456; 183-173500 BUS #24	588-699-726.050	244.60
29771	09/28/2010	AVFUEL CORPORATION	AIRPLANE FUEL	281-537-930.664	25,000.00
29772	09/28/2010	BERNIE LAPOINTE	P V CHRISTINA SNIDER	701-000-271.000	84.00

29773	09/28/2010	BEST WESTERN	ADMIN ASSISTANT CONF. 10/28/2010	101-131-930.500	76.00
29774	09/28/2010	BOB MITCHELL & ASSOCIATES	2010 REMON CORNERS AND CONTRACT	101-450-940.010	11,473.50
29775	09/28/2010	BRIDGEWAY POWER	WOMENS ROOM EXTRACT FAN	281-537-920.400	87.97
29776	09/28/2010	BRUCE SCOTT	9/16/10 HOUSING MEETING, PER DIEM }	233-690-703.040	40.00
29776	09/28/2010	BRUCE SCOTT	9/16/10 HOUSING MEETING, PER DIEM }	233-690-930.500	5.60
					<u>45.60</u>
29777	09/28/2010	CASE CREDIT- CNH CAPITAL	46351 BUS #11	588-699-726.050	148.38
29778	09/28/2010	CDW GOVERNMENT INC	LEXMARK E260DN PRINTER - PROBATE C	101-131-726.000	264.05
29779	09/28/2010	CHERRY LAN SYSTEMS INC	AUGUST 2010 DOCUMENTS	101-215-920.410	346.50
29779	09/28/2010	CHERRY LAN SYSTEMS INC	AUGUST 2010 DOCUMENTS	256-215-920.410	1,039.50
					<u>1,386.00</u>
29780	09/28/2010	CHRISTINE ROSS	P V SHARON STEWART	701-000-271.000	100.00
29781	09/28/2010	CHRISTOPHER YOUNG	P V DANIEL MOORE	701-000-271.000	160.00
29782	09/28/2010	CINTAS CORP LOC 729	CARPET CLEANING	281-537-920.410	35.50
29783	09/28/2010	CITIZENS INSURANCE	PEOPLE V MATTHEW HARPER	701-000-271.000	20.00
29784	09/28/2010	CITY OF GAYLORD	LIVINGSTON #B	205-301-920.200	79.31
29784	09/28/2010	CITY OF GAYLORD	WATER FOR AUG 2010	212-430-920.200	55.45
29784	09/28/2010	CITY OF GAYLORD	WATER BILL	281-537-920.200	129.15
29784	09/28/2010	CITY OF GAYLORD	LIVINGSTON #A	637-265-920.200	1,253.66
29784	09/28/2010	CITY OF GAYLORD	1066 CROSS STREET	637-265-920.200-LNDUS00000	235.57
					<u>1,753.14</u>
29785	09/28/2010	CMP DISTRIBUTORS	INV# 22606 WEAPON MOUNTED FLASHL	101-301-726.000	497.50

29786	09/28/2010	CONSUMERS ENERGY	CENTER ELECTRIC BILL	208-752-930.620	202.64
29786	09/28/2010	CONSUMERS ENERGY	ELECTRIC	212-430-930.620	361.44
29786	09/28/2010	CONSUMERS ENERGY	1247 VAN TYLE RD INVOICE #20429400	281-537-930.620	771.35
29786	09/28/2010	CONSUMERS ENERGY	100000513331	637-265-930.620-ALPCT00000	6,247.76
29786	09/28/2010	CONSUMERS ENERGY	100006857880	637-265-930.620-LNDUS00000	548.44
					<u>8,131.63</u>
29787	09/28/2010	CORNWELL TOOLS	8839 SHOP TOOLS	588-699-726.050	66.58
29788	09/28/2010	CROSSROADS INDUSTRIES	P V DEBORAH TUSZYNSKI	701-000-271.000	100.00
29789	09/28/2010	CUMMINGS, MCCLOREY, DAVI	PROFESSIONAL SERVICES	260-270-801.020	429.69
29790	09/28/2010	CURTISS REPORTING CORP	09-3995-FC	101-131-930.931	5,218.30
29791	09/28/2010	D & S PAINTING INC	PAINTING SERVICES	637-265-726.050	4,279.00
29792	09/28/2010	DALE & DOREEN WEBER	P V JACOB PARKER	701-000-271.000	68.00
29793	09/28/2010	DELTA DENTAL OF MICHIGAN	MI001780001 OCTOBER DENTAL	647-851-704.110	6,402.86
29794	09/28/2010	DONALD & MARION GREEN	P V MARIE REGHI	701-000-271.000	233.40
29795	09/28/2010	DONALD COUSINEAU	174849 DOT RECERT	588-699-940.010	70.00
29796	09/28/2010	DONALD PETERSON	9/16/10 VETERANS MEETING, PER DIEM	101-682-703.040	40.00
29796	09/28/2010	DONALD PETERSON	9/16/10 VETERANS MEETING, PER DIEM	101-682-930.500	10.80
					<u>50.80</u>
29797	09/28/2010	DTE ENERGY	NATURAL GAS FOR AUGUST 2010	212-430-930.610	52.43

29798	09/28/2010	DUNNS	PAPER	101-000-106.000	176.03
29798	09/28/2010	DUNNS	PRINTER DRUM-BRO DR350 - CRIM OFFI	101-131-726.000	847.15
29798	09/28/2010	DUNNS	682871;683371;383934;684346;683286	101-215-726.000	60.81
29798	09/28/2010	DUNNS	682871;683371;383934;684346;683286	256-215-726.000	980.89
29798	09/28/2010	DUNNS	6860180 INK; TRASH BAGS; P. TOWELS;	588-699-726.000	77.38
29798	09/28/2010	DUNNS	6860180 INK; TRASH BAGS; P. TOWELS;	588-699-726.025	116.99
					<u>2,259.25</u>
29799	09/28/2010	EARTHWORKS ENTERPRISES IN	13860 BEACH SAND AT WAH WAH SOO	208-751-726.050	2,492.00
29800	09/28/2010	EMPLOYERS MUTUAL CASUAL P V	DANIELLE HAMBLIN	701-000-271.000	100.00
29801	09/28/2010	EUGENE WOOD	RESTITUTION OWED SHANON KHATTAB	701-000-271.000	25.00
29802	09/28/2010	EXTREME POWER SPORTS	INVOICE 94528827 TUBE INSTALLED	101-332-920.400	38.94
29803	09/28/2010	FARM BUREAU INSURANC	P V KEVIN WEBBER	701-000-271.000	120.00
29804	09/28/2010	FITZEK CONSTRUCTION	REFUND OF PB100372/SHOULD HAVE BE	249-371-801.026	135.00
29805	09/28/2010	FRED & SHIRLEY ROSS	RESTITUTION	701-000-271.000	10.00
29806	09/28/2010	FRELA HARDACRE	P V JOSHUA JONES	701-000-271.000	48.00
29807	09/28/2010	FRONTIER	ALPINE ELEVATOR	637-265-930.620-ALPCT00000	5.00
29808	09/28/2010	FUN COUNTRY EMBROIDERY	PATCHES FOR UNIFORMS INV# 41 9-7-10	212-430-726.046	229.20
29809	09/28/2010	GALLS INC.	UNIFORM INVOICE # 510800795 9-1-10	212-430-726.046	325.01
29810	09/28/2010	GALLS INC/AN ARAMARK CO	UNIFORM INV# 510785932 8-25-10	212-430-726.046	13.85

29811	09/28/2010	GASLIGHT MEDIA	WEB SITE HOSTING	101-228-801.020	50.00
29811	09/28/2010	GASLIGHT MEDIA	PORT FEE INVOICE# 33158	281-537-920.410	16.00
					<u>66.00</u>
29812	09/28/2010	GAYLORD AARF, INC	CALL OUT AFTER HOURS FEE 9-1-2010 TH	281-537-940.010	16,937.67
29812	09/28/2010	GAYLORD AARF, INC	CONTRACT SERVICES	637-265-940.010	57,270.25
					<u>74,207.92</u>
29813	09/28/2010	GAYLORD CINEMA WEST	P V MICHAEL BERGER	701-000-271.000	30.00
29814	09/28/2010	GAYLORD REGIONAL AIRPORT	2010 14 MOTORCYCLE SAFETY TRAINING	101-332-920.510	280.00
29815	09/28/2010	GAYLORD VETERINARY SERVIC	STERLIZATION FOR AUGUST 2010	212-430-930.980	796.60
29816	09/28/2010	GENEVIE BURZYNSKI	AMY MCCLUSKY	701-000-271.000	5.00
29817	09/28/2010	GIL-ROYS HARDWARE	INV# 1009-812218 ENTRY LOCK SET FOR	101-301-726.050	13.99
29817	09/28/2010	GIL-ROYS HARDWARE	SUPPLIES FOR AUGUST 2010	212-430-726.000	79.89
					<u>93.88</u>
29818	09/28/2010	GLENS MARKET	P V LARRY TENNANT	701-000-271.000	10.00
29819	09/28/2010	GOLDEN AUTO ELECTRIC	49364 SHOP/ EQUIPMENT	588-699-726.025	89.95
29820	09/28/2010	GOVERMENTAL PRODUCTS LLI	DOG LICENSES FOR 2011 INV # 2277 9-2-	212-430-726.000	412.05
29821	09/28/2010	GREAT LAKES ENERGY	P V JOSHUA JONES	701-000-271.000	32.00
29822	09/28/2010	HALL VETERINARY CLINIC	AUGUST 2010 STERLIZATION	212-430-726.035	1,885.71
29823	09/28/2010	HEALTH DEPT. OF NORTHWES	4TH QTR APPROPRIATIONS	101-601-940.010	41,250.00
29824	09/28/2010	HOEKSTRA TRANSPORTATION	C10088191 STOCK	588-699-726.050	80.00

29825	09/28/2010	HOME DEPOT CREDIT SERVICE SUPPLIES FOR AUGUST 102.23	212-430-726.000	102.23
29826	09/28/2010	HOUSING REIMBURSEMENT 046-2000 MORTGAGE OVERPAYMENT RI	232-400-676.010	2.28
29827	09/28/2010	HOWARD L SHIFMAN PC 11229 LEGAL SERVICES	260-270-801.020	3,312.00
29828	09/28/2010	JEFF BETTLETON P V ROGER TYKOSKI	701-000-271.000	43.37
29829	09/28/2010	JIM WERNIG INC 25949 BUS #24 & STOCK	588-699-726.050	898.56
29829	09/28/2010	JIM WERNIG INC P V RICHARD LAKE	701-000-271.000	10.00
				<u>908.56</u>
29830	09/28/2010	JOHNSON OIL COMPANY P V PAUL GAVIN	701-000-271.000	12.59
29831	09/28/2010	KARYN WARSOW 9/16/2010 HOUSING PER DIEM & TRAVE	233-690-703.040	40.00
29831	09/28/2010	KARYN WARSOW 9/16/2010 HOUSING PER DIEM & TRAVE	233-690-930.500	5.60
				<u>45.60</u>
29832	09/28/2010	KENTUCKY FRIED CHICKEN P V PAUL GAVIN	701-000-271.000	39.91
29833	09/28/2010	KIMBERLY BROWN P V CHRISTINA SNIDER	701-000-271.000	14.00
29834	09/28/2010	KMART INV#025-30572 SURGE PROTECTOR FOR	101-351-726.000	9.99
29835	09/28/2010	LANGUAGE LINE SERVICES MEMBERSHIP FEE ACCT# 902-0508040	101-131-940.010	36.75
29836	09/28/2010	LAVERNE HARDEN 9/16/10 HOUSING PER DIEM & TRAVEL F	233-690-703.040	40.00
29836	09/28/2010	LAVERNE HARDEN 9/16/10 HOUSING PER DIEM & TRAVEL F	233-690-930.500	10.40
				<u>50.40</u>
29837	09/28/2010	LINCOLN FINANCIAL CICOTSEGO-BL-925664 LIFE ADD STD	704-000-231.870	2,546.69

29838	09/28/2010	LINCOLN FINANCIAL	CIOTSEGOC-BL-954787 OCT 10 LIFE/STD, 101-131-704.140	353.68
29838	09/28/2010	LINCOLN FINANCIAL	CIOTSEGOC-BL-954787 OCT 10 LIFE/STD, 101-133-704.140	24.40
29838	09/28/2010	LINCOLN FINANCIAL	CIOTSEGOC-BL-954787 OCT 10 LIFE/STD, 101-141-704.140	150.97
29838	09/28/2010	LINCOLN FINANCIAL	CIOTSEGOC-BL-954787 OCT 10 LIFE/STD, 215-141-704.140	26.65
29838	09/28/2010	LINCOLN FINANCIAL	CIOTSEGOC-BL-954787 OCT 10 LIFE/STD, 292-662-704.140	60.81
				<u>616.51</u>
29839	09/28/2010	LUKE NOSS	REFUND FOR DOUBLE PAYMENT TO AIR : 282-537-940.010	500.00
29840	09/28/2010	MAC TOOLS	55746 SHOP TOOLS 588-699-726.050	134.94
29841	09/28/2010	MARCIA HODGE	PUBLIC GUARDIAN FEES - SEPT 2010 101-131-930.500	9.60
29841	09/28/2010	MARCIA HODGE	PUBLIC GUARDIAN FEES - SEPT 2010 101-131-930.830	30.00
				<u>39.60</u>
29842	09/28/2010	MARK EVANOFF	P V MARTIN BAZZANI 701-000-271.000	50.00
29843	09/28/2010	MAURERS TEXTILE RENTAL	FOC MATS 101-141-726.000	12.18
29843	09/28/2010	MAURERS TEXTILE RENTAL	FOC MATS 215-141-726.000	2.15
				<u>14.33</u>
29844	09/28/2010	MAXIMUM SECURITY	REPLACE COMMUNICATOR CIVIL DESK 101-131-920.400	85.00
29845	09/28/2010	MED-VET INTERNATIONAL	ANTIBOTICS INV # 187301-1-1 9-13-10 212-430-726.035	256.88
29846	09/28/2010	MID NORTH PRINTING INC	PRINTING INV# 80162 8-16-10 212-430-930.400	57.90
29846	09/28/2010	MID NORTH PRINTING INC	2010 AIR SHOW THANK YOU PRINTS 282-537-940.010	150.00
				<u>207.90</u>
29847	09/28/2010	MID STATES BOLT & SCREW CO	3514499 SHOP 588-699-726.050	21.04
29848	09/28/2010	MIKE JAROSZ	9/7 OIL AND FILTER REIMBURSEMENT 101-332-920.400	29.22
29848	09/28/2010	MIKE JAROSZ	9/7 OIL AND FILTER REIMBURSEMENT 101-332-930.660	63.07
				<u>92.29</u>

29849	09/28/2010	MORRIS, BERNARD	2009 TAX OVERPMT	516-030-694.000	40.36
29850	09/28/2010	MUFFLER MAN OF MICHIGAN	7929 #1 WHITE TAHOE	588-699-920.400	30.00
29851	09/28/2010	NORA LYNCH	ARBITRATOR CANCELLATION FEE-WHITM	260-130-801.025	250.00
29852	09/28/2010	NORTHERN MICHIGAN REVIEV	J-10-077-NA - REF# 02026201 & 0203771	101-131-930.450	62.00
29853	09/28/2010	OMH MEDICAL GROUP & MED ACCT	60162 PRE EMP PHYSICALS	208-752-726.000	50.00
29853	09/28/2010	OMH MEDICAL GROUP & MED ACCT	60162 PRE EMP PHYSICALS	588-699-940.010	100.00
29853	09/28/2010	OMH MEDICAL GROUP & MED ACCT	60162 PRE EMP PHYSICALS	645-201-726.000	50.00
					<u>200.00</u>
29854	09/28/2010	OMS COMPLIANCE SERVICES II	57310 PREEMPLOYMENT DRUG SCREEN	588-699-940.010	77.75
29855	09/28/2010	OTSEGO CLUB & RESORT	P V MICHAEL COKER	701-000-271.000	150.00
29856	09/28/2010	OTSEGO CO JUDICIAL SYSTM S	DIRECT RX REIMBURSEMENT - LOSHAW	101-131-704.110	40.00
29857	09/28/2010	OTSEGO COUNTY	WORK CAMP BILL FOR AUGUST 2010 IN\	212-430-920.400	240.00
29858	09/28/2010	OTSEGO COUNTY BUS SYSTEM	YOUTH FITNESS ACADAMY - AUGUST 20:	292-662-940.010	250.00
29859	09/28/2010	OTSEGO COUNTY EMS	LINDA	101-648-930.460	4,227.00
29860	09/28/2010	OTSEGO COUNTY TREAS	JURY DUTY & REIMBURSEMENT PICNIC S	101-145-930.930	14.90
29860	09/28/2010	OTSEGO COUNTY TREAS	JURY DUTY & REIMBURSEMENT PICNIC S	701-000-232.004-TEAM000000	121.00
					<u>135.90</u>
29861	09/28/2010	PIONEER STATE MUTUAL INSU	P V AMY HOPKINS	701-000-271.000	5.00

29862	09/28/2010	PITNEY BOWES INC	1ST FLOOR MAIL EQUIP LEASE 3RD QTR : 101-131-920.520	675.00
29862	09/28/2010	PITNEY BOWES INC	1ST FLOOR MAIL EQUIP LEASE 3RD QTR : 101-141-920.520	191.25
29862	09/28/2010	PITNEY BOWES INC	3RD FLOOR MAIL EQUIP LEASE 3RD QTR 101-267-930.450	225.00
29862	09/28/2010	PITNEY BOWES INC	RENTAL CHARGES 101-864-920.410	525.00
29862	09/28/2010	PITNEY BOWES INC	1ST FLOOR MAIL EQUIP LEASE 3RD QTR : 215-141-920.520	33.75
				<u>1,650.00</u>
29863	09/28/2010	RENT A CENTER	PEOPLE V LISA MOGGO 701-000-271.000	300.00
29864	09/28/2010	ROBERT HARMER	P V CHRISTINA SNIDER 701-000-271.000	102.00
29865	09/28/2010	SANE	P V VERONICA LIMBERGER 701-000-271.000	90.00
29866	09/28/2010	SCHMUCKAL OIL CO.	AIRCRAFT OIL 281-537-930.640	603.26
29867	09/28/2010	SHAROL SULLIVAN	P V ROGER TYKOSKI 701-000-271.000	56.63
29868	09/28/2010	SHRM - SOCIETY FOR HUMAN	ID 00371415 ANNUAL MEMBERSHIP 645-270-930.600	160.00
29869	09/28/2010	SKILLPATH SEMINARS	ADMIN ASSISTANT CONF - SEMKE 101-131-704.400	547.00
29870	09/28/2010	STAPLES BUSINESS ADVANTAG	FAX CART, LEGAL PADS, RED POST IT FLA 101-141-726.000	116.76
29870	09/28/2010	STAPLES BUSINESS ADVANTAG	FAX CART, LEGAL PADS, RED POST IT FLA 215-141-726.000	20.60
				<u>137.36</u>
29871	09/28/2010	STATE CHEMICAL MANUFACTU	GUM REMOVER 208-752-726.025	89.89
29872	09/28/2010	STATE OF MICHIGAN	INV#551-340947, JULY& AUG 2010 CCW 701-000-228.016	2,112.00
29873	09/28/2010	STEVE RIOZZI	9/16/10 HOUSING PER DIEM 233-690-703.040	40.00
29874	09/28/2010	TARGET INFORMATION MANA	COURT FORMS - DC104 & MC12 101-131-726.000	173.49
29875	09/28/2010	TIMOTHY HORD, DDS	P V CHARLES KRAUSE 701-000-271.000	25.00

29876	09/28/2010	TIMOTHY MCPHERSON	9/17 ADMIN, 2 CLASSES,LODGING/TRAV	101-332-726.000	164.72
29876	09/28/2010	TIMOTHY MCPHERSON	9/17 ADMIN, 2 CLASSES,LODGING/TRAV	101-332-801.020	155.65
29876	09/28/2010	TIMOTHY MCPHERSON	9/17 ADMIN, 2 CLASSES,LODGING/TRAV	101-332-920.400	22.87
29876	09/28/2010	TIMOTHY MCPHERSON	9/17 ADMIN, 2 CLASSES,LODGING/TRAV	101-332-930.500	152.90
29876	09/28/2010	TIMOTHY MCPHERSON	9/17 ADMIN, 2 CLASSES,LODGING/TRAV	101-332-930.660	25.71
29876	09/28/2010	TIMOTHY MCPHERSON	9/17 ADMIN, 2 CLASSES,LODGING/TRAV	101-332-940.010-DONAT00000	6.00
					<u>527.85</u>
29877	09/28/2010	TOTAL POWERSPORTS	INVOICE #82600 DRAIN SCREW	101-332-920.400	10.58
29878	09/28/2010	TRACTOR SUPPLY CO-DEPT 30	26577 SHOP EQUIPMENT	588-699-726.025	7.40
29879	09/28/2010	TRIPLE M TIRE INC	3-79939 BUS #28	588-699-726.050	680.00
29880	09/28/2010	TRYGSTAD, ANNE	TAX OVERPMT	516-030-694.000	15.18
29881	09/28/2010	U.S. POST OFFICE	P V VINCENT KOGOWSKI	701-000-271.000	20.00
29882	09/28/2010	VERIZON WIRELESS	390.1847 370.0179 370.0537 370.3829	212-430-930.210	64.95
29882	09/28/2010	VERIZON WIRELESS	390.1847 370.0179 370.0537 370.3829	281-537-930.210	33.89
29882	09/28/2010	VERIZON WIRELESS	390.1847 370.0179 370.0537 370.3829	637-265-930.210	118.02
					<u>216.86</u>
29883	09/28/2010	VIENNA AUTO, INC	CLARK TUG RADIATOR REPAIR	281-537-920.400	103.95
29884	09/28/2010	WALKER BROTHERS	17000 BUS #26	588-699-920.400	998.10
29885	09/28/2010	WALTER LONEY	REFUND FOR OVERPAYMENT	281-537-930.664	142.46
29886	09/28/2010	WASTE MANAGEMENT	GARBAGE PICK UP FOR SEPTEMBER 420-	212-430-920.410	4.44
29887	09/28/2010	WILBER AUTOMOTIVE SUPPLY	VEHICAL PARTS	281-537-726.050	285.67

29888	09/28/2010	WILLIAM AHRENBERG	9/16/2010 VETERANS MEETING, PER DIE 101-682-703.040	40.00
29888	09/28/2010	WILLIAM AHRENBERG	9/16/2010 VETERANS MEETING, PER DIE 101-682-930.500	3.20
				43.20
29889	09/28/2010	WINN TELECOM	989-705-1786 SEPTEMBER	405.04
			TOTAL OF 128 CHECKS	217,562.16

Fund	Amount
Total for fund 101 GENERAL FUND	69,009.09
Total for fund 205 WORK CAMP	79.31
Total for fund 208 PARKS AND RECREATI	2,834.53
Total for fund 212 ANIMAL CONTROL	5,722.52
Total for fund 215 FRIEND OF THE COUR	96.45
Total for fund 232 HOUSING COMMISSIK	2.28
Total for fund 233 HUD GRANT FUND	181.60
Total for fund 249 BUILDING INSPECTIOI	135.00
Total for fund 256 REGISTER OF DEEDS /	2,020.39
Total for fund 260 LEGAL DEFENSE FUNI	3,991.69
Total for fund 281 AIRPORT	44,146.87
Total for fund 282 AIRPORT SPECIAL EVE	650.00
Total for fund 292 CHILD CARE FUND	327.13
Total for fund 516 DELINQUENT TAX RE\	55.54
Total for fund 588 TRANSPORTATION FL	4,246.71
Total for fund 637 BUILDING AND GROU	69,957.70
Total for fund 645 ADMINISTRATIVE SER	210.00
Total for fund 647 HEALTH CARE FUND	6,402.86
Total for fund 701 GENERAL AGENCY	4,867.90
Total for fund 704 PAYROLL IMPREST FU	2,624.59
TOTAL - ALL FUNDS	217,562.16

Agreement for Providing Services to the Older Adults in Otsego County

This Agreement, effective as of this ____ day of _____, 2010, is between the County of Otsego, Michigan (hereafter County), organized and existing under the constitution and laws of the State of Michigan, and the Otsego County Commission on Aging (hereafter OCCOA), a Michigan non-profit corporation.

Whereas, there exists a need for services to the County's older adult population to help those residents maintain their dignity and independence by employing both a professional, caring staff and volunteer corps to combine public and private funds to offer programs that target nutritional, wellness, educational, and social needs in a progressive, proactive, and cost effective manner, and

Whereas, the County has shown its long-standing commitment to the older adults of Otsego County by creating the OCCOA in 1979, and

Whereas, the OCCOA has a long and exemplary history of providing services, such as home-delivered meals, congregate meals, in-home services, adult day services, and advocacy counseling, and

Whereas, the OCCOA has been incorporated pursuant to the provisions in Public Act 162 of 1982 of the State of Michigan, and

Whereas, the OCCOA is prepared to continue providing services to the County's older adults, and

Whereas, on August 4th, 2009, the voters of Otsego County authorized the County Commissioners (hereafter Commissioners) to levy a tax of up to 1.0 mills for a period of up to five (5) years, 2010 through 2014 inclusive to provide operating funds for the OCCOA, and

Whereas, the County and OCCOA desire to affirm the understanding and Agreement regarding the basis upon which OCCOA will provide such service, and to clarify the respective roles, responsibilities and obligations of the parties in conducting and providing such services, and

Whereas, as of the 1st day of October, 2010, the Otsego County Commission on Aging shall establish a non-profit corporation to provide services to the older adult population of Otsego County.

Now, therefore, it is agreed by and between the County and OCCOA, as follows:

1. Terms and Amendment

a. Terms

This Agreement contains the entire understanding and Agreement of the parties regarding the subject matter contained herein.

b. Duration

The terms of this Agreement shall be for 20 years. Upon completion of the first term, the Agreement shall automatically renew for a five (5) year term, with the second term following the first with no break in the Agreement unless both parties agree to amend or renegotiate the agreement. Thereafter, the Agreement will continue to automatically renew for five (5) year terms with the mutual agreement of both parties.

c. Amendment

Further, the terms and conditions of this Agreement may be amended at any time during the above stated period with the express mutual written consent of the parties.

2. Revenues

a. Annual Budget

- i. The OCCOA will present an annual budget to the County prior to October 1st of each year as required by the County Finance Committee for the following year beginning October 1, 2010.
- ii. The budget shall estimate the maximum amount of revenue which the OCCOA may obtain from:
 1. Private and government grants
 2. Donations
 3. Fees for services
 4. The OCCOA Operating Millage
 5. Fund equity

3. Operating Year

In order to maintain its grant funding relationships, the OCCOA will have a fiscal and operating year that begins annually October 1st and ends September 30th.

4. Funds

a. Restricted and Unrestricted Funds

- i. Funds raised through the millage for the OCCOA will be considered restricted funds and applied toward operations and capital improvements.
- ii. Fund raised through grants, donations, fees for service, contracts, and all other sources will be considered unrestricted funds and are the exclusive property of OCCOA. Monies from this fund may only be obligated,

transferred, or disbursed with the approval of the OCCOA Board of Directors.

- iii. Restricted funds shall be deposited by the County Treasurer in a fund dedicated to the OCCOA.
- iv. Unrestricted funds may, at the discretion of the OCCOA, be deposited with the County in a separate account dedicated to the OCCOA.
- v. The OCCOA will notify the County Treasurer of the amount and general purpose of each transfer.

5. Accountability

a. Monthly Statements

The OCCOA's accountant shall work with the County Treasurer each month to reconcile the OCCOA's bank statements.

b. Corporate Records

All corporate records of the OCCOA shall be available to the County or its auditors upon reasonable request.

c. Financial Records

The financial records for the restricted funds of the OCCOA shall be maintained in accordance with the Uniform Budget Accounting Act, being Public Act 621 of 1978, as amended.

d. Audits

The OCCOA shall conduct an annual audit of its financial records in accordance with applicable law (Section 501(c)(3) of the Internal Revenue Regulations) and generally accepted accounting principles at annual intervals. The OCCOA shall complete such audit and shall provide a copy of the audit report to the County.

6. Liability Insurance

a. Cost of Insurance

The OCCOA, at its expense, shall provide comprehensive/commercial general liability insurance protecting the OCCOA, the County, and the County Commissioners, the OCCOA Board of Directors, and their respective agents, officers, and employees. The County will allow the OCCOA to be covered under the County's insurance if that is the most feasible and economical coverage available to the OCCOA, and the OCCOA will pay the cost of its coverage.

b. Policy Type

- i. Such insurance shall provide coverage for the defense of actions brought against the OCCOA, its Board of Directors, Officers, and Employees for, including but not limited to, negligence, malfeasance, misfeasance, errors,

omissions, neglect, damages, intentional acts, or other actions arising out of the operation, maintenance and activities of the OCCOA.

- ii. Such insurance shall be in limits of not less than \$1,000,000 per occurrence for injury or death to any one person, not less than \$3,000,000 per occurrence for injury or death to more than one person, and not less than \$500,000 per occurrence for property damage.
- c. Named Insureds
- i. The OCCOA and the County shall be named insureds on all insurance policies required hereunder and all insurance proceeds shall be payable to the OCCOA and the County according to their respective interests.
 - ii. Upon request, the OCCOA shall furnish County with certificates or other evidence acceptable to County indicating that the insurance is in effect and providing that County shall be notified in writing at least 30 days before cancellation of, any material change in, or renewal of the policy.
 - iii. All insurance maintained pursuant to this Agreement shall contain a clause or endorsement under which the insurer waives all rights of subrogation against any and all of the parties to this Agreement and their respective officers, commissioners, agents, and employees, with respect to losses payable under the policy.

7. Operational Integrity

a. Operations

The County covenants and agrees with the OCCOA, subject to the performance by the OCCOA of all of the terms, covenants, and conditions of this Agreement, to contract with the OCCOA to be the sole provider of County services to the County's older adults. The OCCOA may employ such persons in such capacities as it deems advisable and will make such rules and regulations as it deems advisable and necessary to assure the efficient management and operations of the OCCOA. Further, the OCCOA, with the approval of the OCCOA Board of Directors, shall have the authority, power, and ability to obtain, lease, purchase, acquire or transfer, sell, or dispose of such equipment as is necessary to carry out its obligation to the citizens of Otsego County.

b. OCCOA Oversight

The OCCOA, as an incorporated non-profit organization, will have an independent Board of Directors to oversee all operations of the agency. The Board will function according to its bylaws, which are part of the Articles of Incorporation filed with the State of Michigan.

The Chairperson of the County Commissioners will annually appoint a Commissioner to be a Liaison to the OCCOA for a 12-month term. The appointment of a County Commissioner by the County Board of Commissioners

shall be final. The Liaison Commissioner will be expected to attend the 6 annual OCCOA Board meetings, and that Liaison will be eligible for Committee assignment as well.

c. Management

All management and administrative matters relating to the operation and maintenance of the OCCOA shall be under the sole authority and control of the OCCOA Board of Directors, subject to the laws, and terms of this Agreement.

d. Charges for Services

The establishment of all charges for services provided to older adults shall be under the complete and exclusive control of the OCCOA and the OCCOA Board of Directors. All bill processing for these services shall be the sole responsibility of the OCCOA.

e. Contracting

The OCCOA, with the approval of the OCCOA Board of Directors, shall have the exclusive authority to enter into contracts or other agreements or contracts for services as deemed necessary to carry out its obligations to the citizens of Otsego County.

f. Access to County Service Contracts

The County agrees that it will make available opportunities to the OCCOA to participate in contracts and agreements for County-wide services wherein such participation would be financially beneficial to both parties.

8. OCCOA Representations and Warranties

The OCCOA Represents and Warrants that:

- a. The OCCOA is a Michigan nonprofit corporation, which is exempt from federal income taxation under section 501 (c) (3) of the Internal Revenue Code, duly organized, validly existing, and in good standing under the laws of the State of Michigan. A copy of the authorizing letter is attached.
- b. The execution, delivery, and performance by the OCCOA of this Agreement is within its corporate powers, has been duly authorized by all necessary action of its Board, and does not contravene or constitute a default under any provision of applicable law, regulations, the Articles of Incorporation, the Bylaws of the OCCOA, or of any Agreement, judgment, injunction, order, decree, or other instrument binding upon it.
- c. The officers of the OCCOA who will execute this Agreement, and all other documents, instruments, and agreements required to be delivered or contemplated under this Agreement, are or will be duly authorized by the OCCOA Board of Directors.
- d. This Agreement constitutes a valid, binding Agreement of the OCCOA, except as may be limited by bankruptcy, insolvency, reorganizing, moratorium, or other

similar laws affecting the enforcement of creditor's rights and general principles of equity.

- e. To the knowledge of the OCCOA, there is no action, suit, or proceeding pending or threatened against the OCCOA before any court or arbitrator or any governmental body, agency, or official, in which an adverse decision would materially and adversely affect the ability of the OCCOA to keep any of its obligations under this Agreement or which in any manner questions the validity of this Agreement.
- f. Upon the dissolution of the OCCOA, the Board of Directors shall, after paying or making provision for the payment of all liabilities of OCCOA, dispose of all of the assets of the OCCOA exclusively for the purposes of the Corporation to Otsego County. The OCCOA shall amend its Articles of Incorporation accordingly to designate Otsego County as the recipient of its assets upon dissolution.

9. OCCOA Covenants

The OCCOA covenants and agrees that so long as this Agreement shall remain in effect, unless the County waives compliance in writing:

- a. The OCCOA will promptly inform the County of any occurrence which constitutes an event of default as defined in this Agreement or which, with the giving of notice or lapse of time, or both, would constitute such an event of default and of any other occurrence which materially affects its financial condition adversely or its ability to comply with its obligations under this agreement.
- b. The OCCOA shall maintain its existence as a Michigan nonprofit corporation in good standing with the State of Michigan. The OCCOA shall comply with all governmental laws, regulations, and orders applicable to it, the failure to comply with which would have a materially adverse effect on the financial condition, business, or operations of the OCCOA or would affect the validity or enforceability of this Agreement.
- c. The OCCOA shall maintain its tax-exempt status under federal income tax laws and regulations, and none of its revenues, income or profits, either realized or unrealized, and none of its assets or property will be distributed to any of its employees, or inure to the benefit of any private person, association, or corporation, other than for the lawful corporate purposes of the OCCOA.

10. Events and Remedies of Default

Each of the following shall constitute an event of default:

- a. Any representation of warranty made by the OCCOA in this Agreement, or which is contained in any certificate or other document delivered at any time pursuant to

Gaylord, MI 49735
Attn: Board Chair

If to the County: County of Otsego
225 W. Main St.
Gaylord, MI 49735
Attn: Otsego County Administrator

15. Severability

If any one or more of the provisions contained in this Agreement or any document, instrument or contract required pursuant to this Agreement should be declared invalid, illegal, or unenforceable in any respect, the validity, legality and enforceability of the remaining provisions contained in this Agreement shall not in any way be affected or impaired. The document shall be read as if the provision or provisions are null, void, nonexistent, and severed from this Agreement.

16. Governing Law

This Agreement, and the rights and obligations of the parties under this Agreement, shall be governed by, construed, and interpreted in accordance with the laws of the State of Michigan.

17. Captions

The captions contained in this Agreement are for convenience and for reference only and shall not limit or define the provisions of this Agreement, or affect its interpretation or construction.

18. Other Agreements

This Agreement, once properly executed, supersedes, replaces and abrogates all prior agreements between the parties.

AGREED:

Otsego County Commission on Aging

By: _____
Jack Thompson, Chair

By: _____
Mary Sanders, Vice Chair

County of Otsego

By: _____
Ken Glasser, Chairman, County Board of Commissioners

By: _____
John Burt, County Administrator