



Otsego
COUNTY
M I C H I G A N

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, March 14, 2006 beginning at 9:30 a.m., in the Multi-Purpose Room of the J. Richard Yuill Alpine Center, Gaylord, Michigan 49735.

AGENDA

1. Call to Order
2. Invocation
3. Pledge of Allegiance
4. Roll Call
5. Approval of Minutes
 - a. Regular Meeting of February 28, 2006 w/attachments
6. Consent Agenda
7. Administrator's Report
8. City Liaison, Township & Village Representatives
9. Correspondence
10. Special Presentations
 - a. Kiwanis Club of Gaylord – Renaming of Gaylord Post Office
 - b. Diann Axford – Quarterly Treasurer Report
11. New Business
 - a. Financials
 1. Warrant B2006-10
 2. Warrant B2006-11
 3. ROD Grant, Fund 256, Budget Amendment (2006)
 4. Land Use Services, Fund 249, Budget Amendment (2006)
 - b. Veterans Affairs Vehicle Policy Waiver
 - c. Accounts Payable Policy
 - d. Alarm Fee Schedule Adoption
 - e. OCR-06-10 Employee Recognition Resolution
 - f. Bus Employees Substance Abuse Policy
 - g. I-75 Study
 - h. Airport Terminal Bid
12. Public Comment
13. Board Remarks
14. Adjournment

February 28, 2006

The Regular meeting of the Otsego County Board of Commissioners was held in the Multi-Purpose Room of the J. Richard Yuill Alpine Center. The meeting was called to order at 9:30 a.m. by Chairman Beachnau. Invocation by Commissioner Glasser, followed by the Pledge of Allegiance led by Commissioner Bates.

Roll call:

Present: Backenstose, Bates, Beachnau, Liss, Glasser, Hyde.

Excused: Olsen, Johnson, Bentz.

The minutes of the Regular Meeting of February 16, 2006 were approved as presented.

The agenda was amended to add under special presentations, the Home Builders Association; Under new business item E, 9-1-1 dispatch software purchase; Item F, Fire alarm ordinance fee; Item H, Executive committee appointments; and item I, Resolution 06-011 honoring Trinity Lutheran Church.

Consent Agenda:

OCR-06-07 Discharge of Mortgage of Scott T. Tuck and Theresa A. Tuck f/k/a Teresa A. Boyce.

Roll Call Vote:

Ayes: Backenstose, Bates, Beachnau, Liss, Glasser, Hyde.

Nays: None.

Excused: Olsen, Johnson, Bentz.

Motion carried/Resolution adopted. (see attached)

Administrator's report:

John Burt reported that there is a management team meeting on March 2nd; Data backup at the City-County Building; Security at the City-County Building; Airport director applications; Asbestos survey.

Elizabeth Haus reported on the Village of Vanderbilt budget meeting, hearing set next week.

Correspondence:

A letter was sent to the Water Wonderland regarding the sanitary code; Letter regarding clean and safe energy coalition; Conflicts of interest sheets to be turned in.

Special Presentations:

Marie Frick from Community Corrections gave the Board the 2005 year end summary report.

Home Builders Association is going to be placed on the March 14, 2006 agenda.
New Business:

Motion by Commissioner Glasser, to approve Warrant B2006-08 in the amount of \$156,791.49 and the prepaid invoices in the amount of \$34,010.12 as presented.

Ayes: Unanimous. Motion carried.

Motion by Commissioner Backenstose, to approve Warrant B2006-09 in the amount of \$147,961.25 and the prepaid invoices in the amount of \$36,838.50 as presented. Ayes: Unanimous. Motion carried.

Motion by Commissioner Liss, to approve the Public Improvement Fund (245) 2006 Budget Amendment as presented. Ayes: Unanimous. Motion carried. (see attached)

Motion by Commissioner Liss, to approve the Drug Law Enforcement Fund (265) 2006 Budget Amendment as presented. Ayes: Unanimous. Motion carried. (see attached)

Finance Director, Rachel Frisch, presented the January 2006 financial reports to the Board.

Motion by Commissioner Bates, to approve the following appointments to the Otsego County Planning Commission for 3 year terms expiring December 31, 2007: James Maddox, James Quandt and Donald Tober as recommended by their various Township Boards. Ayes: Unanimous. Motion carried.

Motion by Commissioner Liss, to approve the following appointments to the Otsego County Planning Commission for 3 year terms expiring December 31, 2008: Ken Arndt and John Ernst as recommended by their Township Boards. Ayes: Unanimous. Motion carried.

Commissioner Hyde would like to nominate Dan Wager to the Otsego County Zoning Board of Appeals. Ayes: Bates, Hyde.

Nomination of Mark Eckstein, Ayes: Liss, Glasser, Beachnau and Backenstose.

Nomination of Duane Hoffman, Ayes: Unanimous.

Mark Eckstein and Duane Hoffman are both nominated to the Otsego County Zoning Board of Appeals.

Motion by Commissioner Glasser, to approve the following appointments to the Otsego County Zoning Board of Appeals for 3 year terms expiring December 31, 2008: Mark Eckstein and Duane Hoffman. Ayes: Unanimous.

Motion by Commissioner Glasser, to approve OCR-06-08 Authorizing the County to levy its full fixed millage ballot language for a millage proposition for the May 2, 2006 Special election as presented.

Roll Call Vote:

Ayes: Backenstose, Bates, Liss, Glasser, Hyde, Beachnau.

Nays: None.

Excused; Olsen, Johnson, Bentz.

Motion carried/Resolution adopted. (see attached)

Motion by Commissioner Backenstose, to adopt the personal protective equipment policy for Otsego County as presented. Ayes: Unanimous. Motion carried.

Motion by Commissioner Hyde, to approve the County's portion of the purchase of 9-1-1 Dispatch software up to an amount of \$150,000 to come from the 9-1-1 Fund, and to loan \$50,000.00 from the public improvement fund to the 9-1-1 Fund with interest of 4% to be paid back over a 3 year period. Ayes: Unanimous. Motion carried.

Motion by Commissioner Hyde, to rescind approval of \$144,000.00 to purchase Verizon equipment in Lieu of MSP plant on all 5 councils. The original motion was made on August 23, 2005. Ayes: Unanimous. Motion carried.

Motion by Commissioner Hyde, to approve OCR-06-09 setting annual fees for registration of security alarm systems.

Roll Call Vote:

Ayes: Bates, Liss, Hyde, Backenstose, Beachnau.

Nays: Glasser.

Excused; Olsen, Johnson, Bentz.

Motion failed, needed to have 2/3 vote. (the information was not in the Board's packet prior to today's meeting per the Board rules)

Chairman Beachnau appointed Mike Hyde, Paul Beachnau and Doug Johnson to a 3 month appointment to the Executive Committee.

Motion by Commissioner Bates, to adopt OCR-06-011 Honoring Trinity Lutheran Church.

Roll Call Vote:

Ayes: Liss, Glasser, Hyde, Backenstose, Bates, Beachnau.

Nays: None.

Excused: Olsen, Johnson, Bentz.

Motion carried/Resolution adopted. (see attached)

Motion by Commissioner Bates, to enter into a closed session under provisions of 1976, Act 267, Section 8(c).

Roll Call Vote:

Ayes: Glasser, Hyde, Backenstose, Bates, Liss, Beachnau.

Nays: None.

Excused: Olsen, Johnson, Bentz.

Motion carried.

Public Comment:

Brad Aarons from the Water Wonderland addressed the Board.

Board Remarks:

Commissioner Liss: Attended workshop in South Carolina.

Commissioner Backenstose: Attended Library Meeting.
 Attended the Inter-Municipality meeting, the next meeting is
 March 22nd at 6:00 p.m. in the Multi-Purpose Room.

Commissioner Glasser: Received correspondence from the Northeast Michigan
 Consortium.

Commissioner Beachnau: Attended the local emergency planning meeting.
 Sportsplex roof repair has begun.
 Toured the County with our new Administrator John Burt.

The next Michigan Township Association meeting is March 21, 2006 at 7:00 p.m. at the Bagley Township Hall.

Entered into closed session at 10:45 a.m.

Returned to open session at 11:00 a.m.

Motion by Commissioner Liss, to approve the Teamsters 214, Otsego County Bus Contract from January 1, 2005 through December 31, 2007. Ayes: Unanimous. Motion carried.

Meeting adjourned at 11:15 a.m. at the call of the Chair.

Paul M. Beachnau, Chairman

Susan I. DeFeyter, County Clerk

Minutes of a regular meeting of the Otsego County Board of Commissioners, held in the Multi-Purpose Room at the J. Richard Yuill Center, Gaylord, Michigan on the 28th day of February, 2006 at 9:30 a.m.

PRESENT: _____

ABSENT: _____

The following preamble and resolution was offered by Commissioner _____.

**RESOLUTION NO. OCR 06-07
AUTHORIZING RESOLUTION**

OTSEGO COUNTY BOARD OF COMMISSIONERS
February 28, 2006

WHEREAS, the Otsego County Board of Commissioners is the owner of a property located at 812 N. Ohio St, Gaylord, Michigan 49735 and has a mortgage recorded in Liber 945, Pages 209-222, in the name of Scott T. Tuck., and Teresa A. Tuck, f/k/a Teresa A. Boyce, husband and wife.

AND WHEREAS, said Mortgage has been paid in full,

NOW THEREFORE BE IT RESOLVED, that Otsego County hereby issue a DISCHARGE OF MORTGAGE to, Scott T. Tuck and Teresa A. Tuck, f/k/a Teresa A. Boyce, husband and wife.

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

A ROLL CALL VOTE WAS TAKEN AS FOLLOWS:

YES: _____

NO: _____

ABSTAIN: _____

THE RESOLUTION WAS DECLARED ADOPTED.

Paul M. Beachnau, Chairman

Susan I. DeFeyter, County Clerk



OTSEGO COUNTY BUDGET AMENDMENT

FUND/DEPARTMENT: Public Improvement 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)

REVENUE

Account Number	Decrease	Increase
2450050 - 400001 - Budgeted use of fund bal	\$	\$35,000.00
-	\$	\$
-	\$	\$
-	\$	\$
Total	\$	\$35,000.00

EXPENDITURE

Account Number	Increase	Decrease
245E901 - 970200 - Buildings	\$35,000.00	\$
-	\$	\$
-	\$	\$
-	\$	\$
-	\$	\$
-	\$	\$
Total	\$35,000.00	\$

Department Head Signature

Date

Finance Department
Entered:
By:

Administrator's Signature

Date

Board Approval Date (if necessary)

Budget Adjustment #

Posting Number

Minutes of a regular meeting of the Otsego County Board of Commissioners, held in the Multi-Purpose Room at the J. Richard Yuill Center, Gaylord, Michigan on the 28th day of February, 2006 at 9:30 a.m.

PRESENT: _____

ABSENT: _____

The following preamble and resolution was offered by Commissioner _____.

RESOLUTION NO. OCR 06-08
**A RESOLUTION CALLING SPECIAL ELECTION FOR THE PURPOSE OF SUBMITTING A
PROPOSITION AUTHORIZING THE COUNTY TO LEVY ITS FULL FIXED MILLAGE**

OTSEGO COUNTY BOARD OF COMMISSIONERS
February 28, 2006

WHEREAS, the Board of Commissioners wish to obtain approval from the voters to levy the County's full fixed millage of 4.30 mills as permitted by Article 9, Section 31 of the Michigan Constitution of 1963;

WHEREAS, the Board wishes to have this proposition submitted to the County voters at a Special Election to be held on May 2, 2006; and

WHEREAS, the Otsego County Clerk must publish a Notice of the last day of Registration and a Notice of the Special Election which must include the final language of the ballot proposition; and

WHEREAS, this Board wishes to approve such ballot proposition and authorize the Otsego County Clerk to proceed with the notices for such Special Election.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE COUNTY OF OTSEGO as follows:

1. The County of Otsego shall hold a Special Election on May 2, 2006 for the purpose of submitting the proposition set forth in paragraph 3 below to the County electors.
2. The County Clerk shall cause a Notice of Registration and a Notice of Special Election in the forms attached hereto as Appendix A and Appendix B, respectively, to be published as required by law.
3. The following proposition shall be submitted to the qualified electors of the County at the Special Election on May 2, 2006.

PROPOSITION NO.

A PROPOSAL TO PERMIT THE COUNTY TO LEVY ITS FULL AUTHORIZED FIXED MILLAGE

In order to permit the levy of the authorized fixed millage for all purposes on the real and personal property in Otsego County without regard to the millage reduction required by Article 9, Section 31 of the Constitution of the State of Michigan shall the Board of Commissioners of the County be authorized to levy a tax of not to exceed .2498 mills, per \$1,000 of taxable valuation (.2498 mills) of state equalized value in excess of the limit imposed by MCL 211.34 (d) which is estimated to produce \$_____ of increased tax collections in the first year of collection?

4. The ballot to be used in the Special Election for the purpose of submitting the foregoing proposition to electors shall be substantially in the form set forth in Appendix C.

5. The County Clerk is authorized to take whatever action is necessary under the Election Laws of the State of Michigan to notify electors of the County of the proposition being submitted at the Special Election and of the last day of registration therefor. The County Clerk shall cause appropriate registration and election notices to be inserted as required by the State Election Law in the Gaylord Herald Times, Gaylord, Michigan, a newspaper of general circulation in the County.

6. All resolutions and parts of resolution in conflict with the foregoing are hereby rescinded.

A ROLL CALL VOTE WAS TAKEN AS FOLLOWS:

YES:

NO:

ABSTAIN:

THE RESOLUTION WAS DECLARED ADOPTED.

Paul M. Beachnau, Chairman

Susan I. DeFeyer, County Clerk

APPENDIX A

REGISTRATION NOTICE

For Special Election

TO THE QUALIFIED ELECTORS:

[INSERT NAMES OF CITIES AND TOWNSHIPS]

County of Otsego, State of Michigan

Notice is hereby given that in conformity with the "Michigan Election Law" I, the undersigned clerk, will upon any day, except Sunday and a legal holiday, the day of any regular or Special Election or primary election, receive for registration the name of any legal voter in said Township or City not already registered who may APPLY TO ME PERSONALLY for such registration.

[INSERT REGISTRATION LOCATIONS]

NOTICE IS HEREBY GIVEN THAT I WILL BE AT MY OFFICE ON:

_____ Last day of registration which is the ____ day preceding said election (the 30th day falling on a Sunday), for the purposes of REVIEWING the REGISTRATION and REGISTERING such of the qualified electors in said TOWNSHIP or CITY as SHALL PROPERLY apply therefore.

THE FOLLOWING PROPOSITION WILL BE SUBMITTED TO THE ELECTORS OF THE COUNTY OF OTSEGO:

PROPOSITION NO. _____

**A PROPOSAL TO PERMIT THE COUNTY TO LEVY
ITS FULL AUTHORIZED FIXED MILLAGE**

In order to permit the levy of the authorized fixed millage for all purposes on the real and personal property in Otsego County without regard to the millage reduction required by Article 9, Section 31 of the Constitution of the State of Michigan shall the Board of Commissioners of the County be authorized to levy a tax of not to exceed .2498 mills, per \$1,000 of taxable valuation (.2498 mills) of state equalized value in excess of the limit imposed by MCL 211.34 (d) which is estimated to produce \$ _____ of increased tax collections in the first year of collection?

APPENDIX B

SPECIAL ELECTION

TO THE QUALIFIED ELECTORS:

NOTICE IS HEREBY GIVEN, That a Special Election will be held in

ALL PRECINCTS

[INSERT NAMES OF CITIES AND TOWNSHIPS]

**County of Otsego, State of Michigan
on**

At the place or places of holding the election as indicated below, viz:

[INSERT PRECINCT DESCRIPTIONS]

TO VOTE ON THE FOLLOWING PROPOSAL:

PROPOSITION NO. _____

**A PROPOSAL TO PERMIT THE COUNTY TO LEVY
ITS FULL AUTHORIZED FIXED MILLAGE**

In order to permit the levy of the authorized fixed millage for all purposes on the real and personal property in Otsego County without regard to the millage reduction required by Article 9, Section 31 of the Constitution of the State of Michigan shall the Board of Commissioners of the County be authorized to levy a tax of not to exceed .2498 mills, per \$1,000 of taxable valuation (.2498 mills) of state equalized value in excess of the limit imposed by MCL 211.34 (d) which is estimated to produce \$_____ of increased tax collections in the first year of collection?

APPENDIX C

OFFICIAL BALLOT

SPECIAL ELECTION

COUNTY OF OTSEGO

STATE OF MICHIGAN

MAY 2, 2006

INSTRUCTIONS - To vote in favor of the proposition, place a cross (X) or check mark (/) in the square to the right of the word "Yes"; to vote against the proposition, place a cross (X) or check mark (/) in the square to the right of the word "No". Before leaving the booth, fold the ballot so that the face of the ballot is not exposed and so that the numbered corner is visible.

PROPOSITION NO.

**A PROPOSAL TO PERMIT THE COUNTY TO LEVY
ITS FULL AUTHORIZED FIXED MILLAGE**

In order to permit the levy of the authorized fixed millage for all purposes on the real and personal property in Otsego County without regard to the millage reduction required by Article 9, Section 31 of the Constitution of the State of Michigan shall the Board of Commissioners of the County be authorized to levy a tax of not to exceed .2498 mills, per \$1,000 of taxable valuation (.2498 mills) of state equalized value in excess of the limit imposed by MCL 211.34 (d) which is estimated to produce \$_____ of increased tax collections in the first year of collection?

YES

NO

PERSONAL PROTECTIVE EQUIPMENT POLICY FOR OTSEGO COUNTY

PURPOSE

The purpose of this program is to protect the employees of Otsego County from the occupational hazards within the workplace by providing the proper personal protective equipment (PPE). It is the goal of the County to use engineering controls as the primary method for protecting employees. However, when additional protection is necessary, appropriate PPE will be worn. The scope of this program includes PPE for eye, face, head, foot, and hand protections. If respirators and/or hearing protection are necessary, their use will be covered by the County's Respiratory Protection Program and the Hearing Conservation Program, respectively.

RESPONSIBILITY

The person responsible for coordinating this program is the Human Resources Director. This person will ensure that hazard assessments are conducted, appropriate PPE is assigned, and affected employees receive training. The responsible person will also be in charge of maintaining documentation for this program.

Department supervisors should advise the responsible person of changes in PPE requirements (e.g. new procedures/processes requiring different PPE; omission of a job/task).

HAZARD ASSESSMENTS

Each job/task performed will be assessed to determine foot, head, eye, face, and hand hazards present and the proper PPE that should be worn. The assessments will include observation of the following sources of hazards:

1. Impact: flying chips, objects, particles, collision, and motion hazards
2. Penetration: Falling/dropping objects, sharp objects that cut or pierce
3. Compression: Rollover or pinching
4. Chemical: Splashing, burns, fumes
5. Temperature Extremes: Sparks, splashes from molten materials, burns from high/low temperatures
6. Harmful Dust: Dirt, particles, asbestos, lead
7. Light Radiation: Welding, cutting, brazing, lasers, furnaces, lights

The attached Hazard Assessment Form will be completed for each job/task and will service as certification that a hazard assessment has been performed.

The person conducting the hazard assessment will also survey jobs that a non-routine or periodic. In some cases, these assessments may not be completed until the jobs are scheduled.

Hazard assessments will be updated/whenever conditions or procedures change.

Minutes of a regular meeting of the Otsego County Board of Commissioners, held in the Multi-Purpose Room at the J. Richard Yuill Center, Gaylord, Michigan on the 28th day of February, 2006 at 9:30 a.m.

PRESENT: _____

ABSENT: _____

The following preamble and resolution was offered by Commissioner _____

**RESOLUTION NO. OCR-06-11
AUTHORIZING RESOLUTION**

OTSEGO COUNTY BOARD OF COMMISSIONERS
February 28, 2006

WHEREAS, Trinity Lutheran Church of Gaylord was formally organized on the third day of March, 1946; and

WHEREAS, Trinity Lutheran Church of Gaylord will be celebrating its sixtieth anniversary on the fifth day of March 2006; and

WHEREAS, many members of this Church have been among the community leaders throughout the sixty years that Trinity Lutheran Church has been in Gaylord; now, therefore, be it

PROCLAIMED, that the County of Otsego, Michigan does hereby honor and congratulate

Trinity Lutheran Church

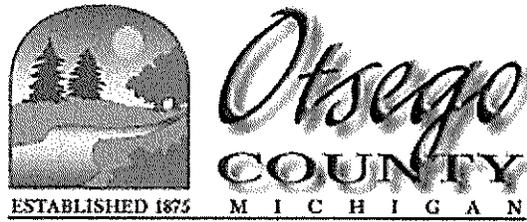
Recognizing their tremendous devotion and contribution to the community.

A ROLL CALL VOTE WAS TAKEN AS FOLLOWS:

YES: _____

NO: _____

ABSTAIN: _____



**03/14/2006
AGENDA**

03/08/2006
13:25 MAF

OTSEGO COUNTY
DETAIL INVOICE LIST

PG 1
apwarrnt

CASH ACCOUNT: 0001A 001000 CASH

WARRANT: B2006-10 03/08/2006

VENDOR	G/L	ACCOUNTS	R	PO	TYPE	DUE DATE	AMOUNT	INVOICE	VOUCHER	CHECK
1091	46TH	CIRCUIT TRIAL COURT	00005		INV	03/07/2006	85.00	922	15195	
	1 0701L	271148	GEN AGENCY		RESTITUT		85.00			
					CHECK TOTAL		85.00			
3529	AFFORDABLE	AUTO REPAIR	00000		INV	03/02/2006	650.50	2-28-06	15234	
	1 0701L	271130	GEN AGENCY		RESTITUT		650.50			
					CHECK TOTAL		650.50			
1570	ALLTEL		0000069900573		INV	03/08/2006	128.59	FEB-212006	15375	
	1 588E697	930210	ADMIN		TELEPHONE		128.59			
					CHECK TOTAL		128.59			
1570	ALLTEL		0000042700175		INV	03/08/2006	124.11	MAR-JUNE-200	15376	
	1 261E427	930230	EMGR SVCS		CELL PH		124.11			
					CHECK TOTAL		124.11			
1016	ALPINE EXECUTIVE	CENTER	00000		INV	03/10/2006	5,178.28	030106	15183	
	1 101E141	920510	FOC		RENT-BLDG		913.81			
	2 215E141	920510	FOC		RENT-BLDG		6,092.09			
					CHECK TOTAL		6,092.09			
1485	ALS MARKET		00000		INV	03/02/2006	48.90	2-28-06	15242	
	1 0701L	271130	GEN AGENCY		RESTITUT		48.90			
					CHECK TOTAL		48.90			
1504	AMERICAN FIDELITY	ASSURAN	00001		INV	03/10/2006	218.99	MAR-2006	15184	
	1 0704L	231280	COURT PAYROLL		AMER FID		218.99			
					CHECK TOTAL		218.99			
1549	ANDYS BP		00000		INV	03/02/2006	154.72	02-28-06	15246	
	1 0701L	271130	GEN AGENCY		RESTITUT		154.72			
					CHECK TOTAL		154.72			
1549	ANDYS BP		00000		INV	03/02/2006	231.42	2-28-06	15229	
	1 0701L	271130	GEN AGENCY		RESTITUT		386.14			
					CHECK TOTAL		231.42			
2715	AUTO OWNERS	INSURANCE CO.	00000		INV	03/02/2006	7.50	2-28-06	15219	
	1 0701L	271130	GEN AGENCY		RESTITUT		7.50			
					CHECK TOTAL		7.50			

03/08/2006
13:25 MAF

OTSEGO COUNTY
DETAIL INVOICE LIST

CASH ACCOUNT: 0001A 001000 CASH

WARRANT: B2006-10 03/08/2006

VENDOR	G/L ACCOUNTS	R	PO	TYPE	DUE DATE	AMOUNT	INVOICE	VOUCHER	CHECK
1645 BIG BUCK BREWERY	1 0701L 271130	00000	GEN AGENCY	INV	03/20/2006	87.50	2-28-06	15210	
				RESTITUT		87.50			
				CHECK TOTAL		87.50			
1394 BRONCO OIL	1 0701L 271130	00000	GEN AGENCY	INV	03/02/2006	46.76	02-28-06	15243	
				RESTITUT		46.76			
				CHECK TOTAL		46.76			
1394 BRONCO OIL	1 0701L 271130	00000	GEN AGENCY	INV	03/02/2006	48.01	2-28-06	15228	
				RESTITUT		48.01			
				CHECK TOTAL		48.01			
3177 BURNASKA, GORDON	1 0701L 271148	00000	GEN AGENCY	INV	03/07/2006	25.00	920	15200	
				RESTITUT		25.00			
				CHECK TOTAL		25.00			
3111 BRADLEY BUTCHER	1 0701L 271130	00000	GEN AGENCY	INV	03/02/2006	50.00	2-28-06	15235	
				RESTITUT		50.00			
				CHECK TOTAL		50.00			
1936 DARRELL CALLISON	1 0701L 271130	00000	GEN AGENCY	INV	03/02/2006	150.00	2-28-06	15232	
				RESTITUT		150.00			
				CHECK TOTAL		150.00			
3166 CARDINAL'S PARTY STORE	1 0701L 271130	00000	GEN AGENCY	INV	03/02/2006	108.13	2-28-06	15226	
				RESTITUT		108.13			
				CHECK TOTAL		108.13			
1341 WILLIAM L CAREY	1 101E131 801020	00000	CIRCT CT	INV	03/25/2006	12,034.39	MAR-2006	15180	
	2 0101A 072120		GF ASSET	PROFESSNL		7,356.86			
	3 0101A 072140		GF ASSET	FROM KALKA		9,483.13			
				CHECK TOTAL		28,874.38			
1048 CARQUEST AUTO PARTS	1 0701L 271130	00001	GEN AGENCY	INV	03/02/2006	66.97	2-28-06	15238	
				RESTITUT		66.97			
				CHECK TOTAL		66.97			
1044 CARTERS FOOD CENTER	1 0701L 271130	00000	GEN AGENCY	INV	03/02/2006	83.63	2-28-06	15224	
				RESTITUT		83.63			
				CHECK TOTAL		83.63			

03/08/2006
13:25 MAF

OTSEGO COUNTY
DETAIL INVOICE LIST

CASH ACCOUNT: 0001A 001000 CASH

WARRANT: B2006-10 03/08/2006

VENDOR	G/L ACCOUNTS	R	PO	TYPE	DUE DATE	AMOUNT	INVOICE	VOUCHER	CHECK
1344 DIRECT TV	1 281E537	726200	00000 AIRPORT	INV 03/08/2006	BOOKS	26.99	110061980206	15405	
						CHECK TOTAL			
						26.99			
3577 MICHAEL E. DOMSIC	1 101E130	930830	00000 TRIAL CT	INV 03/02/2006	CARE GIVER	25.00	05-8358-GA	15170	
	2 101E130	930500	00000 TRIAL CT	INV 03/02/2006	TRAVEL	9.50			
						CHECK TOTAL			
						34.50			
3534 DOWNTOWN MOTEL	1 0701L	271130	00000 GEN AGENCY	INV 03/02/2006	RESTITUT	7.50	1-31-06	15258	
						CHECK TOTAL			
						7.50			
3313 RONALD DREFFS	1 0701L	271130	00000 GEN AGENCY	INV 03/02/2006	RESTITUT	10.00	2-28-06	15247	
						CHECK TOTAL			
						10.00			
1492 DTE ENERGY	1 281E537	930610	00000 AIRPORT	INV 03/08/2006	NATURL GAS	99.94	114000140200	15388	
						CHECK TOTAL			
						99.94			
1492 DTE ENERGY	1 281E537	930610	00000 AIRPORT	INV 03/08/2006	NATURL GAS	2,151.23	114000220200	15389	
						CHECK TOTAL			
						2,151.23			
1492 DTE ENERGY	1 208E752	930610	00000 REC PGMS	INV 03/08/2006	NATURL GAS	1,026.96	116000270306	15421	
						CHECK TOTAL			
						1,026.96			
1492 DTE ENERGY	1 637E265	930610	00000 BLDG GRNDS	INV 03/08/2006	NATURL GAS	1,856.29	116000430306	15422	
						CHECK TOTAL			
						1,856.29			
1492 DTE ENERGY	1 637E265	930610	00000 BLDG GRNDS	INV 03/08/2006	NATURL GAS	1,139.14	116000680306	15423	
						CHECK TOTAL			
						1,139.14			

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OTSEGO COUNTY
DETAIL INVOICE LIST

CASH ACCOUNT: 0001A 001000 CASH WARRANT: B2006-10 03/08/2006

VENDOR	G/L ACCOUNTS	R	PO	TYPE	DUPLICATE	AMOUNT	INVOICE	VOUCHER	CHECK
1492 DTE ENERGY	1 637E265	930610	00000	BLDG GRNDS	INV 03/08/2006	425.56	128000140306	15424	
1492 DTE ENERGY	1 637E265	930610	00000	BLDG GRNDS	INV 03/08/2006	425.56	133000140306	15428	
1492 DTE ENERGY	1 637E265	930610	00000	BLDG GRNDS	INV 03/08/2006	7,040.62	346000150306	15425	
1492 DTE ENERGY	1 637E265	930610	00000	BLDG GRNDS	INV 03/08/2006	6,798.85	390000180306	15426	
1492 DTE ENERGY	1 637E265	930610	00000	BLDG GRNDS	INV 03/08/2006	1,341.26	390000340306	15427	
1492 DTE ENERGY	1 281E537	930610	00000	AIRPORT	INV 03/08/2006	47.08	746000140205	15387	
CHECK TOTAL						22,376.27			
3535 ECONO LODGE	1 07011	271130	00000	GEN AGENCY	INV 03/02/2006	37.40	2-28-06	15261	
CHECK TOTAL						37.40			
1417 AUDREY EVON	1 101E130	930830	00000	TRIAL CT	INV 03/02/2006	960.00	FEB-06	15177	
CHECK TOTAL						960.00			
1103 SHERRY FORBES	1 101E141	726025	00000	FOC	INV 03/10/2006	255.00	030106	15182	
2 215E141	726025		00000	FOC	JANITORIAL	45.00			
CHECK TOTAL						300.00			
3603 MAX FOX	1 07011	271130	00000	GEN AGENCY	INV 03/02/2006	40.00	2-28-06	15262	
CHECK TOTAL						40.00			
2281 GASLIGHT MEDIA	1 101E130	930210	00000	TRIAL CT	INV 03/10/2006	1,500.00	15028	15186	
2 101E141	930210		00000	FOC	TELEPHONE	1,173.00			
3 215E141	930210		00000	FOC	TELEPHONE	207.00			
CHECK TOTAL						2,880.00			

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CASH ACCOUNT: 0001A 001000 CASH

WARRANT: B2006-10 03/08/2006

VENDOR	G/L ACCOUNTS	R	PO	TYPE	DUE DATE	AMOUNT	INVOICE	VOUCHER	CHECK
3167 GAYLORD BOWLING CENTER	1 0701L 271130	00000	GEN AGENCY	INV	03/02/2006	329.75	2-28-06	15241	
				RESTITUT		329.75			
				CHECK TOTAL		329.75			
1567 GAYLORD CINEMA WEST	1 0701L 271130	00000	GEN AGENCY	INV	03/02/2006	2.50	2-28-06	15218	
				RESTITUT		2.50			
				CHECK TOTAL		2.50			
1054 GAYLORD CITY TREASURER	1 0701L 221000	00000	GEN AGENCY	INV	03/20/2006	774.84	2-28-06	15203	
				DUE CITY		774.84			
				CHECK TOTAL		774.84			
3669 GOODMILL INDUSTRIES OF NO	1 245E901 970200	00000	CAP OUTLAY	INV	03/08/2006	35,000.00	TRANS-HOUSE	15391	
				PROP-BLDG		35,000.00			
				CHECK TOTAL		35,000.00			
2894 GREAT DEALS OUTLET	1 0701L 271130	00000	GEN AGENCY	INV	03/02/2006	25.00	2-28-06	15233	
				RESTITUT		25.00			
				CHECK TOTAL		25.00			
3538 DIANA HARROLD	1 101E130 940010	00000	TRIAL CT	INV	03/02/2006	25.00	01-6903-MI	15176	
				OUTSIDE		25.00			
				CHECK TOTAL		25.00			
3538 DIANA HARROLD	1 101E130 940010	00000	TRIAL CT	INV	03/02/2006	25.00	96-7193-MI	15178	
				OUTSIDE		25.00			
				CHECK TOTAL		25.00			
3621 HAYWORTH, RODNEY	1 0701L 271148	00000	GEN AGENCY	INV	03/07/2006	35.00	917	15194	
				RESTITUT		35.00			
				CHECK TOTAL		35.00			
3621 HAYWORTH, RODNEY	1 0701L 271148	00000	GEN AGENCY	INV	03/07/2006	23.22	923	15199	
				RESTITUT		23.22			
				CHECK TOTAL		23.22			
3393 HOLIDAY INN EXPRESS	1 0701L 271130	00001	GEN AGENCY	INV	03/02/2006	41.80	2-28-06	15260	
				RESTITUT		41.80			
				CHECK TOTAL		41.80			
3537 DAVID JAUNESE		00000		INV	03/02/2006	41.80	00-6608-MI	15171	

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DETAIL INVOICE LIST

CASH ACCOUNT: 0001A 001000 CASH

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VENDOR	G/L ACCOUNTS	R	PO	TYPE	DUE DATE	AMOUNT	INVOICE	VOUCHER	CHECK
3620	LATITUDE SUBROGATION SERV	00000		INV	03/07/2006	35.00	918	15193	
1	0701L 271148	GEN AGENCY		RESTITUT					
3620	LATITUDE SUBROGATION SERV	00000		INV	03/07/2006	21.52	924	15198	
1	0701L 271148	GEN AGENCY		RESTITUT					
3648	JULIE LINDHOLM	00000		INV	03/02/2006	37.50	2-28-06	15265	
1	0701L 271130	GEN AGENCY		RESTITUT					
3646	NANCY MADAGAME	00000		INV	03/02/2006	311.12	2-28-06	15249	
1	0701L 271130	GEN AGENCY		RESTITUT					
3622	MAYER, JAMES	00000		INV	03/07/2006	30.00	919	15192	
1	0701L 271148	GEN AGENCY		RESTITUT					
3622	MAYER, JAMES	00000		INV	03/07/2006	31.00	925	15197	
1	0701L 271148	GEN AGENCY		RESTITUT					
3638	MCMURRAY, ROBERT	00000		INV	03/07/2006	25.00	921	15202	
1	0701L 271148	GEN AGENCY		RESTITUT					
1172	MICHIGAN ASSOCIATION OF C	00002		INV	03/02/2006	33.19	FEB-2006	15169	
1	101E130 704140	TRIAL CT		LIFE/DISAB					
2	101E141 704140	FOC		LIFE/DISAB					
3	215E141 704140	FOC		LIFE/DISAB					
1172	MICHIGAN ASSOCIATION OF C	00003		INV	03/08/2006	190.00	2006-DUES	15396	
1	645E201 930600	FINANCE		MEMB/DUES					
1186	MICHIGAN COUNTIES WORKERS	00000		INV	03/01/2006	112.01	6902	15148	
1	101E131 704600	CIRCT CT		WORK COMP					
2	101E130 704600	TRIAL CT		WORK COMP					
3	101E130 704600	CRCCT TRIAL CT		WORK COMP					

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OTSEGO COUNTY
DETAIL INVOICE LIST

CASH ACCOUNT: 0001A 001000 CASH WARRANT: B2006-10 03/08/2006

VENDOR	G/L	ACCOUNTS	R	PO	TYPE	DUE DATE	AMOUNT	INVOICE	VOUCHER	CHECK
3454	OVEN FRESH	271130	00000	GEN AGENCY	INV	03/02/2006	136.00	2-28-06	15248	
	1 0701L				RESTITUT		136.00			
					CHECK TOTAL		136.00			
1576	SUSANN PADGETT	271130	00000	GEN AGENCY	INV	03/02/2006	390.00	2-28-06	15264	
	1 0701L				RESTITUT		390.00			
					CHECK TOTAL		390.00			
3639	HARRY & DEBORAH PAGAN	286002	00000	GEN AGENCY	INV	03/20/2006	10.00	06-861470B-3	15204	
	1 0701L				RFND DIST		10.00			
					CHECK TOTAL		10.00			
3604	PIONEER STATE MUTUAL INSU	271130	00000	GEN AGENCY	INV	03/02/2006	10.00	2-28-06	15263	
	1 0701L				RESTITUT		10.00			
					CHECK TOTAL		10.00			
3644	PREMIERE VIDEO	271130	00000	GEN AGENCY	INV	03/02/2006	15.95	2-28-06	15223	
	1 0701L				RESTITUT		15.95			
					CHECK TOTAL		15.95			
1648	PROGRESSIVE INSURANCE COM	271130	00000	GEN AGENCY	INV	03/20/2006	16.25	2-28-06	15211	
	1 0701L				RESTITUT		16.25			
					CHECK TOTAL		16.25			
1267	ROYAL LINEN SERVICE	726000	00001	FOC	INV	03/02/2006	26.32	140078	15267	
	1 101E141				SUPPLIES		26.32			
	2 215E141				SUPPLIES		4.65			
					CHECK TOTAL		30.97			
1267	ROYAL LINEN SERVICE	726000	00001	FOC	INV	03/02/2006	26.32	140806	15268	
	1 101E141				SUPPLIES		26.32			
	2 215E141				SUPPLIES		4.65			
					CHECK TOTAL		30.97			
1432	THOMAS SAWYER	930500	00000	CHILD CARE	INV	03/07/2006	3.36	2-8-06	15189	
	1 292E662				TRAVEL		3.36			
	2 292E662				CARE GIVER		2.25			
					CHECK TOTAL		5.61			
2068	SBC		00000		INV	03/02/2006	5.61	1-16-06	15215	
							5.61			
					CHECK TOTAL		5.61			

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OTSEGO COUNTY
DETAIL INVOICE LIST

CASH ACCOUNT: 0001A 001000 CASH WARRANT: B2006-10 03/08/2006

VENDOR	G/L ACCOUNTS	R	PO	TYPE	DUE DATE	AMOUNT	INVOICE	VOUCHER	CHECK
2068 SBC	1 101E130 930210		TRIAL CT	TELEPHONE		59.66			
				CHECK TOTAL		59.66			
				INVOICE TOTAL		59.66			
1274 SECRETARY OF STATE	1 0701L 228030		TRIAL CT	TELEPHONE		63.40			
				CHECK TOTAL		63.40			
				INVOICE TOTAL		63.40			
2465 SET/SEG SCHOOL INSURANCE	1 0701L 271130		TRIAL CT	TELEPHONE		710.00			
				CHECK TOTAL		710.00			
				INVOICE TOTAL		710.00			
3647 JESSICA SMITH	1 0701L 271130		TRIAL CT	TELEPHONE		2.50			
				CHECK TOTAL		2.50			
				INVOICE TOTAL		2.50			
3006 SAULT STE MARIE TRIBE - C	1 292E662 930810		TRIAL CT	TELEPHONE		360.00			
				CHECK TOTAL		360.00			
				INVOICE TOTAL		360.00			
1296 STATE OF MICHIGAN	1 0701L 228020		TRIAL CT	TELEPHONE		40.00			
				CHECK TOTAL		40.00			
				INVOICE TOTAL		40.00			
1532 STATE OF MICHIGAN	1 0701L 271130		TRIAL CT	TELEPHONE		500.00			
				CHECK TOTAL		500.00			
				INVOICE TOTAL		500.00			
3637 DARLENE SZUMKO	1 101E131 801022		TRIAL CT	TELEPHONE		150.00			
				CHECK TOTAL		150.00			
				INVOICE TOTAL		150.00			

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VENDOR	G/L ACCOUNTS	R	PO	TYPE	DUE DATE	AMOUNT	INVOICE	VOUCHER	CHECK
3319	KATHLEEN VANKIRK 1 0701L 271130	00000 GEN AGENCY		INV RESTITUT	03/02/2006	150.00 50.00	2-28-06	15231	
				CHECK TOTAL		50.00			
1122	VERIZON NORTH 1 101E267 920410	0000026700167 PROSECUTOR		INV SVC CNTRCT	03/08/2006	36.06	0502020205	15379	
1122	VERIZON NORTH 1 101E228 930210	00000 IT		INV TELEPHONE	03/08/2006	210.00	9403010206	15407	
				CHECK TOTAL		210.00			
1122	VERIZON NORTH 1 101E141 930210 2 215E141 930210	00000 FOC FOC		INV TELEPHONE TELEPHONE	03/09/2006	66.93 11.81	02-16-06	15175	
				CHECK TOTAL		78.74			
2406	VILLAGE MARKET 1 0701L 271130	00000 GEN AGENCY		INV RESTITUT	03/02/2006	8.80	-2-28-06	15256	
2406	VILLAGE MARKET 1 0701L 271130	00000 GEN AGENCY		INV RESTITUT	03/20/2006	121.30	02-28-06	15212	
2406	VILLAGE MARKET 1 0701L 271130	00000 GEN AGENCY		INV RESTITUT	03/02/2006	6.00	1-31-06	15254	
2406	VILLAGE MARKET 1 0701L 271130	00000 GEN AGENCY		INV RESTITUT	03/02/2006	81.48	2-28-06	15237	
				CHECK TOTAL		217.58			
3508	VILLAGE OF VANDERBILT TRE 1 0516A 026000 TAX05 DELQ TAX 2 5160170 445100 TAX05 FIN CHG/SV	00000 DELO TAX FIN CHG/SV		INV TX REC DEL INT TAXES	02/22/2006	566.27 33.97	FEB-COLL-05	15168	
				CHECK TOTAL		600.24			
1462	VOLUNTEER CENTER OF OTSEGO 1 292E662 930830	00000 CHILD CARE		INV CARE GIVER	03/07/2006	1,000.00	2-2-06	15188	
				CHECK TOTAL		1,000.00			
1335	WALMART	00000		INV	03/02/2006		-2-28-06	15236	

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CASH ACCOUNT: 0001A 001000 CASH

WARRANT: B2006-10 03/08/2006

VENDOR	G/L ACCOUNTS	R	PO	TYPE	DUE DATE	AMOUNT	INVOICE	VOUCHER	CHECK
1335 WALMART	1 0701L	271130	GEN AGENCY	RESTITUT		50.00			
			00000	INV 03/02/2006					
			GEN AGENCY	RESTITUT		150.45			
						CHECK TOTAL			
						150.45			
1413 WASTE MANAGEMENT	1 281E537	726025	00000	INV 03/08/2006					
			AIRPORT	JANITORIAL		102.63			
			0000069900589	INV 03/08/2006					
			OPERATIONS	OUTSIDE		136.00			
						CHECK TOTAL			
						136.00			
1413 WASTE MANAGEMENT	1 588E699	940010	00000	INV 03/08/2006					
			OPERATIONS	OUTSIDE		136.00			
						CHECK TOTAL			
						136.00			
1869 WEST PAYMENT CENTER	1 101E267	726200	0000026700169	INV 03/08/2006					
			PROSECUTOR	BOOKS		387.88			
						CHECK TOTAL			
						387.88			
2906 ALBION WIERCIAK	1 0701L	271130	00000	INV 03/20/2006					
			GEN AGENCY	RESTITUT		250.00			
						CHECK TOTAL			
						250.00			
2860 WINN TELECOM	1 588E699	930210	0000069900564	INV 03/08/2006					
			OPERATIONS	TELEPHONE		384.89			
						CHECK TOTAL			
						384.89			
2860 WINN TELECOM	1 281E537	930210	00000	INV 03/08/2006					
			AIRPORT	TELEPHONE		134.29			
						CHECK TOTAL			
						134.29			
3643 WOODLAND OIL COMPANY	1 0701L	271130	00000	INV 03/02/2006					
			GEN AGENCY	RESTITUT		10.00			
						CHECK TOTAL			
						10.00			
1914 XEROX CORPORATION	1 101E130	920520	00000	INV 03/02/2006					
			TRIAL CT	RENT-VEHC		54.56			
						CHECK TOTAL			
						54.56			
128 INVOICES						145,517.06			
						WARRANT TOTAL			
						145,517.06			
						CASH ACCOUNT BALANCE			
						8,272,540.64			

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OTSEGO COUNTY
PREPAID INVOICE LIST

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WARRANT: B2006-11 03/09/2006

VENDOR VENDOR NAME R INVOICE PO TYPE DUE DATE AMOUNT VOUCHER CHECK COMMENT

CASH ACCOUNT: 0001A 001000 CASH

1946 PHARMACARE 00000 7004581-558 DD 03/08/2006 9,189.86 15386 800 RX 2/16/06 - 2/28/06

9,189.86 CASH ACCOUNT 0001A 001000 TOTAL

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OTSEGO COUNTY
DETAIL INVOICE LIST

CASH ACCOUNT: 0001A 001000 CASH WARRANT: B2006-11 03/09/2006

VENDOR	G/L ACCOUNTS	R	PO	TYPE	DUE DATE	AMOUNT	INVOICE	VOUCHER	CHECK
1377 ARROW UNIFORM RENTAL	1 588E699 726025			BLDG GRNDS	OUTSIDE	239.25			
						CHECK TOTAL			
						239.25			
1026 ARTS AUTO ELECTRIC SERVIC	1 588E699 726050			OPERATIONS	JANITORIAL	60.63			
						CHECK TOTAL			
						60.63			
1026 ARTS AUTO ELECTRIC SERVIC	1 588E699 726050			OPERATIONS	MAINT SUPP	158.26			
						CHECK TOTAL			
						158.26			
1026 ARTS AUTO ELECTRIC SERVIC	1 588E698 726050			OPERATIONS	MAINT SUPP	237.36			
						CHECK TOTAL			
						237.36			
1027 AVFUEL CORPORATION	1 281E537 930664			OPERATIONS	AIRPL FUEL	21,277.99			
						CHECK TOTAL			
						21,277.99			
1027 AVFUEL CORPORATION	1 281E537 930664			OPERATIONS	AIRPL FUEL	33,012.91			
						CHECK TOTAL			
						33,012.91			
2503 JOAN BRAND	1 101E130 930210			TRIAL CT	TELEPHONE	23.00			
						CHECK TOTAL			
						23.00			
1820 CAL'S MOBILE HEAVY EQUIPM	1 588E699 920400			OPERATIONS	MAINT SVC	400.50			
						CHECK TOTAL			
						400.50			
1820 CAL'S MOBILE HEAVY EQUIPM	1 588E699 920400			OPERATIONS	MAINT SVC	180.00			
						CHECK TOTAL			
						180.00			
1735 CAPSTONE COUNSELLING	1 101E166 940010			FMLY CNSL	OUTSIDE	355.00			
						CHECK TOTAL			
						355.00			
1711 CASE CREDIT	1 588E698 726050			MAINT	MAINT SUPP	439.97			
						CHECK TOTAL			
						439.97			
1711 CASE CREDIT	0000069900591 INV			INV	03/08/2006	439.97			

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OTSEGO COUNTY
DETAIL INVOICE LIST

CASH ACCOUNT: 0001A 001000 CASH

WARRANT: B2006-11 03/09/2006

VENDOR	G/L ACCOUNTS	R	PO	TYPE	DUE DATE	AMOUNT	INVOICE	VOUCHER	CHECK
1042	CCP INDUSTRIES INC			MAINT		475.20			
	1 588E699 726050			MAINT SUPP		915.17			
				CHECK TOTAL		159.66			
				OPERATIONS	03/06/2006	159.66	21277975	15305	
				MAINT SUPP		159.66			
1046	CDW GOVERNMENT INC			EQ		380.99			
	1 101E257 726000			SUPPLIES		380.99	WM35487-WN20	15338	
1046	CDW GOVERNMENT INC			CLERK/ROD		360.08			
	1 101E215 726000			SUPPLIES		741.07	WQ4006	15279	
				CHECK TOTAL		830.00			
				OPERATIONS	03/08/2006	830.00	HL2682	15468	
				RENT-VEHC		830.00	HL2701	15469	
				OPERATIONS	03/08/2006	1,660.00			
				CHECK TOTAL		217.50			
				OPERATIONS	03/06/2006	217.50	20247	15292	
				OUTSIDE		217.50			
3148	CMP DISTRIBUTORS			DRUGLAW		446.00			
	1 265E301 726000			SUPPLIES		446.00	1718	15324	
				CHECK TOTAL		75.00			
				OPERATIONS	03/06/2006	75.00	25765	15301	
				OUTSIDE		75.00			
3670	GLENN CRANE			SHERIFF		187.34			
	1 101E301 930500			TRAVEL		187.34	TRANSPORT	15486	
				CHECK TOTAL		187.34			
1839	BRUCE CRANHAM,ATTY			FOC		2,337.50			
	1 101E141 940010			OUTSIDE		2,337.50	2-28-06	15420	

CASH ACCOUNT: 0001A 001000 CASH WARRANT: B2006-11 03/09/2006

VENDOR	G/L ACCOUNTS	R	PO	TYPE	DUE DATE	AMOUNT	INVOICE	VOUCHER	CHECK
1082 DUNNS	1 645E201	0000020100023	FINANCE	INV	03/06/2006	15.19	535781-0	15330	
1082 DUNNS	1 588E697	0000069900569	ADMIN	INV	03/08/2006	64.15	5362470	15473	
	2 588E698	MAINT	MAINT SUPP			17.50			
1082 DUNNS	1 588E697	0000069900579	ADMIN	INV	03/08/2006	40.73	5367200	15439	
	2 588E698	MAINT	JANITORIAL			233.57			
1082 DUNNS	1 249E371	0000037100155	BUILDING	INV	03/08/2006	30.99	ACCT-1161-03	15480	
			SUPPLIES						
1082 DUNNS	1 101E130	00001	TRIAL CT	INV	03/08/2006	685.42	2615-FEB-06	15352	
	2 101E130	TRIAL CT	SUPPLIES			127.33			
	3 101E130	TRIAL CT	MAINT SVC			143.50			
	4 101E141	FOC	SUPPLIES			24.42			
	5 215E141	FOC	SUPPLIES			4.31			
			CHECK TOTAL			984.98			
						984.98			
1058 EMPERIC SOLUTIONS INC	1 101E228	00000	IT	INV	03/08/2006	1,605.00	3239	15510	
	2 101E130	TRIAL CT	TECHNICAL			1,605.00			
	3 101E301	SHERIFF	OUTSIDE			7.20			
	4 645E270	HR	PROFESSNL			15.30			
	5 101E257	HO	PROFESSNL			180.00			
	6 101E721	PLAN ZONE	PROFESSNL			119.70			
	7 101E228	IT	MAINT SVC			1,398.15			
			CHECK TOTAL			4,930.35			
						4,930.35			
1058 EMPERIC SOLUTIONS INC	1 101E228	00000	IT	INV	03/08/2006	1,605.00	3266	15511	
	2 101E130	TRIAL CT	TECHNICAL			1,605.00			
	3 281E537	AIRPORT	OUTSIDE			15.30			
	4 101E215	CLERK/ROD	MAINT SVC			7.20			
	5 101E228	IT	MAINT SVC			1,771.65			
			CHECK TOTAL			5,004.15			
						9,934.50			
1058 EMPERIC SOLUTIONS INC	1 101E133	00000	UNSHARED	INV	03/08/2006	98.10	3263	15393	
	2 101E130	TRIAL CT	MAINT SVC			1,341.00			
			CHECK TOTAL			1,439.10			
						1,439.10			

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OTSEGO COUNTY
DETAIL INVOICE LIST

CASH ACCOUNT: 0001A 001000 CASH

WARRANT: B2006-11 03/09/2006

VENDOR	G/L ACCOUNTS	R	PO	TYPE	DUE DATE	AMOUNT	INVOICE	VOUCHER	CHECK
2281 GASLIGHT MEDIA	1 281E537 940010	00000	AIRPORT	INV	03/06/2006	84.00	14978	15341	
				OUTSIDE					
2281 GASLIGHT MEDIA	1 588E699 940010	0000069900576	OPERATIONS	INV	03/08/2006	84.00	15045	15472	
				OUTSIDE					
2281 GASLIGHT MEDIA	1 101E864 930240	00000	DISTRIBUTE	INV	03/08/2006	84.00	15047	15488	
				NETWORK					
						800.00			
						968.00			
						CHECK TOTAL			
1113 GAYLORD DRY CLEANERS	1 101E301 920410	0000030100370	SHERIFF	INV	03/06/2006	140.00	02-01-06	15306	
				SVC CNTRCT					
				CIVIL DIV		40.00			
				UNIFORM					
						180.00			
						180.00			
						CHECK TOTAL			
1113 GAYLORD DRY CLEANERS	1 101E131 726000	00000	CIRCT CT	INV	03/08/2006	20.00	2-28-06	15360	
				SUPPLIES					
						20.00			
						20.00			
						CHECK TOTAL			
1117 GAYLORD FORD	1 101E301 920400	0000030100359	SHERIFF	INV	03/06/2006	70.00	11062	15316	
				MAINT SVC					
1117 GAYLORD FORD	1 101E301 726050	0000030100371	SHERIFF	INV	03/08/2006	30.65	11796	15448	
				MAINT SUPP					
				SHERIFF		350.00			
				MAINT SVC					
						380.65			
						450.65			
						CHECK TOTAL			
1134 GAYLORD HERALD TIMES	1 281E537 930300	00000	AIRPORT	INV	03/08/2006	41.60	04103668-00	15395	
				ADVERTISE					
						41.60			
1134 GAYLORD HERALD TIMES	1 281E537 930300	00000	AIRPORT	INV	03/06/2006	289.60	34001389-000	15320	
				ADVERTISE					
						289.60			
1134 GAYLORD HERALD TIMES	1 101E721 930300	0000072000260	PLAN ZONE	INV	03/08/2006	256.73	ADS-0206	15477	
				ADVERTISE					
						256.73			
1134 GAYLORD HERALD TIMES	1 588E697 930300	0000069900581	ADMIN	INV	03/08/2006	437.00	feb-06	15434	
				ADVERTISE					
						437.00			
						1,024.93			
						CHECK TOTAL			
1530 GORDON FOOD SERVICES	1 101E351 726025	0000035100031	JAIL	INV	03/06/2006	293.87	108291597	15282	
				JANITORIAL					
						293.87			

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1530 GORDON FOOD SERVICES	2	101E351	726030	JAIL	KITCHEN		393.06			
	3	101E351	930700	JAIL	ROOM BOARD		3,253.77			
							3,940.70	3- INVOICES	15283	
1530 GORDON FOOD SERVICES	1	101E351	726025	JAIL	JANITORIAL		65.63			
	2	101E351	726030	JAIL	KITCHEN		61.23			
	3	101E351	930700	JAIL	ROOM BOARD		426.15			
							553.01	7113-6849	15307	
1530 GORDON FOOD SERVICES	1	101E351	930700	JAIL	ROOM BOARD		391.21			
							391.21	788027418	15449	
							321.04			
							5,205.96			
3654 HERALD TIMES	1	516E253	930300	TRF DELQ	ADVERTISE		15.84			
							15.84	ADJOURNED-HE	15276	
							15.84			
1373 DEBORAH L HILL	1	101E130	930210	TRIAL CT	TELEPHONE		23.00			
							23.00	2-17-06	15363	
							23.00			
1135 HOEKSTRA TRANSPORTATION I	1	588E699	726050	OPERATIONS	MAINT SUPP		348.22			
							348.22	2- INVOICES	15295	
							348.22			
3671 JUSTIN HOLZSCHU	1	101E301	930500	SHERIFF	TRAVEL		52.00			
							52.00	EXTRADITION	15487	
							52.00			
1464 HOSTETTLERS OFFICE SUPPLY	1	588E697	726000	ADMIN	SUPPLIES		59.98			
							59.98	96808	15447	
							59.98			
1145 IMAGE FACTORY INC	1	101E267	726000	PROSECUTOR	SUPPLIES		264.50			
							264.50	10992	15289	
							264.50			

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VENDOR	G/L ACCOUNTS	R	PO	TYPE	DUE DATE	AMOUNT	INVOICE	VOUCHER	CHECK
2066	IMPREST CASH, OTSEGO COUN		0000072000257	INV	03/08/2006				
	1 101E721 726000		PLAN ZONE	SUPPLIES		58.61	FEB-2006	15476	
						CHECK TOTAL	58.61		
2562	IMPREST CASH, OTSEGO COUN		0000069900562	INV	03/06/2006				
	1 588E699 726025		OPERATIONS	JANITORIAL		48.35	0716	15291	
						CHECK TOTAL	48.35		
2562	IMPREST CASH, OTSEGO COUN		0000069900594	INV	03/08/2006				
	1 588E697 726000		ADMIN	SUPPLIES		73.50	FEB-2006	15435	
						CHECK TOTAL	73.50		
2282	IMPREST CASH, OTSEGO COUN		0000030100368	INV	03/06/2006				
	1 101E301 726000		SHERIFF	SUPPLIES		10.14	IMPREST-CSH	15323	
	2 101E301 930500		SHERIFF	TRAVEL		132.00			
	3 101E351 726000		JAIL	SUPPLIES		6.00			
						CHECK TOTAL	148.14		
1148	INSTITUTE OF CONTINUING L		00000	INV	03/08/2006				
	1 101E130 726200		TRIAL CT	BOOKS		81.50	472716	15353	
						CHECK TOTAL	81.50		
1152	JIMS ALPINE AUTOMOTIVE		0000069900582	INV	03/08/2006				
	1 588E698 726050		MAINT	MAINT SUPP		196.76	416271	15436	
						CHECK TOTAL	196.76		
1152	JIMS ALPINE AUTOMOTIVE		0000069900583	INV	03/08/2006				
	1 588E698 726050		MAINT	MAINT SUPP		391.02	417317	15437	
						CHECK TOTAL	391.02		
1152	JIMS ALPINE AUTOMOTIVE		0000030100360	INV	03/06/2006				
	1 101E301 726050		SHERIFF	MAINT SUPP		77.38	ACCT5300	15317	
						CHECK TOTAL	77.38		
1154	JOHNSON OIL COMPANY		0000069900584	INV	03/08/2006				
	1 588E699 930660		OPERATIONS	GAS		10,706.43	747100260306	15446	
						CHECK TOTAL	10,706.43		
1155	JUDICIAL MANAGEMENT SYSTE		00000	INV	03/08/2006				
	1 101E130 940010		TRIAL CT	OUTSIDE		100.00	3-02-06	15429	
						CHECK TOTAL	100.00		
1159	KUSTOM SIGNALS INC		0000030100361	INV	03/06/2006				
						260031		15329	

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2371 MITCHELL KUZIEL	1 588E699 930600			OPERATIONS	MEMB/DUES	30.00			
				MEMB/DUES		30.00			
				CDL		15302			
				CHECK TOTAL		1,990.00			
				CHECK TOTAL		1,990.00			
1830 LEV REPAIR	1 101E301 920410			SHERIFF	SVC CNTRCT	88.80			
				INV	03/06/2006	88.80			
				WITNESS		88.80			
				CHECK TOTAL		1097			
				CHECK TOTAL		15321			
3630 Daniel E. Lopez	1 101E267 930940			PROSECUTOR	WITNESS	7.50			
				INV	03/06/2006	7.50			
				CHECK TOTAL		7.50			
				CHECK TOTAL		7.50			
1362 MICHIGAN ASSOCIATION OF	1 101E130 930600			TRIAL CT	MEMB/DUES	35.00			
				INV	03/08/2006	35.00			
				CHECK TOTAL		15418			
				CHECK TOTAL		15418			
1362 MICHIGAN ASSOCIATION OF	1 101E130 704400			TRIAL CT	TRAINING	100.00			
				INV	03/08/2006	100.00			
				CHECK TOTAL		135.00			
				CHECK TOTAL		135.00			
2877 MAXONS	1 588E699 940010			OPERATIONS	OUTSIDE	150.00			
				INV	03/06/2006	150.00			
				CHECK TOTAL		223477			
				CHECK TOTAL		15300			
1171 MCVIEIGHS TRUCK SPRINGS	1 588E698 726050			MAINT	MAINT SUPP	201.25			
				INV	03/08/2006	201.25			
				CHECK TOTAL		96426			
				CHECK TOTAL		15440			
1433 MCAA	1 101E130 930600			TRIAL CT	MEMB/DUES	10.00			
				INV	03/08/2006	10.00			
				CHECK TOTAL		10.00			
				CHECK TOTAL		10.00			
2954 MICHIGAN EMERGENCY MANAGE	1 101E427 930600			EMGR SVCS	MEMB/DUES	30.00			
				INV	03/06/2006	30.00			
				CHECK TOTAL		6226			
				CHECK TOTAL		15310			

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2110 MICHIGAN STATE POLICE -BF									
1 101E301	920520	SHERIFF		RENT-VEHC	03/06/2006	199.21	551-239794	15322	
2 101E302	920400	CIVIL DIV		MAINT SVC		221.33			
3 101E334	726000	SCNDRY RD		SUPPLIES		22.13			
4 101E351	920410	JAIL		SVC CNTRCT		221.33			
CHECK TOTAL						664.00			
1202 MID NORTH PRINTING INC									
1 249E371	726000	BUIDDING		SUPPLIES		114.14	75571	15481	
CHECK TOTAL						114.14			
1202 MID NORTH PRINTING INC									
1 588E699	726000	OPERATIONS		SUPPLIES		299.90	75601	15303	
CHECK TOTAL						299.90			
1202 MID NORTH PRINTING INC									
1 588E697	726000	ADMIN		SUPPLIES		59.70	75621	15475	
CHECK TOTAL						59.70			
1202 MID NORTH PRINTING INC									
1 101E301	726000	SHERIFF		SUPPLIES		152.73	75626	15325	
2 101E334	726000	SCNDRY RD		SUPPLIES		16.97			
CHECK TOTAL						169.70			
1203 MID STATES BOLT & SCREW									
1 588E698	726050	MAINT		MAINT SUPP		18.45	848175	15442	
CHECK TOTAL						18.45			
1961 MISTER T'S GLASS									
1 588E699	920400	OPERATIONS		MAINT SVC		225.00	A02592	15474	
CHECK TOTAL						225.00			
1205 MARGARET MONACO									
1 101E130	930830	TRIAL CT		CARE GIVER		30.00	06-7580-GA	15417	
2 101E130	930500	TRIAL CT		TRAVEL		9.60			
CHECK TOTAL						39.60			
1167 MPJRA									
1 101E130	930600	TRIAL CT		MEMB/DUES		60.00	AC-2006	15359	
CHECK TOTAL						60.00			
1167 MPJRA									
1 101E130	930600	TRIAL CT		MEMB/DUES		60.00	JB-2006	15354	
CHECK TOTAL						60.00			
1167 MPJRA									
1 101E130	930600	TRIAL CT		MEMB/DUES		60.00	JBRAND-2006	15357	
CHECK TOTAL						60.00			

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VENDOR	G/L	ACCOUNTS	R	PO	TYPE	DUE DATE	AMOUNT	INVOICE	VOUCHER	CHECK
1167	MPJRA		00000		INV	03/08/2006		JC-2006	15355	
	1 101E130	930600	TRIAL CT		MEMB/DUES		60.00			
							60.00			
1167	MPJRA		00000		INV	03/08/2006		LG-2006	15356	
	1 101E130	930600	TRIAL CT		MEMB/DUES		60.00			
							300.00			
							60.00			
1167	MPJRA		00001		INV	03/08/2006		CV-2006	15358	
	1 101E130	930600	TRIAL CT		MEMB/DUES		60.00			
							60.00			
							60.00			
1585	MSJ EXTENSION		00000		INV	03/06/2006				
	1 101E261	726000	COOP EXT		SUPPLIES		90.99			
	2 101E261	930500	COOP EXT		TRAVEL		28.49			
	3 101E864	920410	DISTRIBUTE		SVC CNTRCT		619.93			
							739.41			
							739.41			
2476	NORTHERN CREDIT BUREAU		00000690000165		INV	03/06/2006		20378-CREDIT	15314	
	1 233E690	930600	SCDBG HOUSING		MEMB/DUES		5.00			
							5.00			
							5.00			
							5.00			
3386	NORTHERN IMAGING ASSOCIAT		00000		INV	03/08/2006		00957833601	15503	
	1 101E648	801020	MED EXAM		PROFESSNL		33.45			
							33.45			
3386	NORTHERN IMAGING ASSOCIAT		00000		INV	03/08/2006		00957833601-	15504	
	1 101E648	801020	MED EXAM		PROFESSNL		55.70			
							55.70			
							55.70			
3386	NORTHERN IMAGING ASSOCIAT		00000		INV	03/08/2006		00958363601	15497	
	1 101E648	801020	MED EXAM		PROFESSNL		103.90			
							103.90			
							103.90			
3386	NORTHERN IMAGING ASSOCIAT		0000035100401		INV	03/08/2006		1478201	15465	
	1 101E351	726035	JAIL		MEDICAL		204.40			
							204.40			
							204.40			
3386	NORTHERN IMAGING ASSOCIAT		0000035100402		INV	03/08/2006		48076	15464	
	1 101E351	726035	JAIL		MEDICAL		38.44			
							38.44			
							38.44			
3386	NORTHERN IMAGING ASSOCIAT		0000035100403		INV	03/08/2006		9580160	15463	
	1 101E351	726035	JAIL		MEDICAL		182.15			
							182.15			
							182.15			
							182.15			
1226	NORTHERN PUMP SERVICE		00000		INV	03/06/2006		19031	15344	
	1 281E537	920400	AIRPORT		MAINT SVC		102.11			
							102.11			
							102.11			
							102.11			

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VENDOR	G/L ACCOUNTS	R	PO	TYPE	DUE DATE	AMOUNT	INVOICE	VOUCHER	CHECK
1227 NORTHWEST MICHIGAN COMMUN	1 101E351 726035	0000035100390	JAIL	INV	03/08/2006	202.00	CHERTIAKI-27	15455	
1227 NORTHWEST MICHIGAN COMMUN	1 101E351 726035	0000035100389	JAIL	INV	03/08/2006	124.00	RAYMOND0117	15456	
1227 NORTHWEST MICHIGAN COMMUN	1 101E351 726035	0000035100391	JAIL	INV	03/08/2006	159.89	TALBOT-2-1	15454	
1227 NORTHWEST MICHIGAN COMMUN	1 101E351 726035	0000035100392	JAIL	INV	03/08/2006	186.00	TALBOT2-15	15453	
1227 NORTHWEST MICHIGAN COMMUN	1 101E351 726035	0000035100393	JAIL	INV	03/08/2006	99.00	talbot	15452	
1244 ODS THE DOOR SPECIALIST	1 588E699 940010	0000069900571	OPERATIONS	INV	03/08/2006	320.00	5117	15467	
1367 OFFICE DEPOT INC	1 265E301 726000	0000030100365	DRUGLAW	INV	03/06/2006	149.99	322371219001	15328	
1367 OFFICE DEPOT INC	1 645E201 726000	0000020100003	FINANCE	INV	03/06/2006	21.61	326117996001	15311	
1367 OFFICE DEPOT INC	1 101E130 726000	00001 TRIAL CT	TRIAL CT	INV	03/29/2006	531.93	327622019	15403	
1367 OFFICE DEPOT INC	1 101E130 726000	00001 TRIAL CT	TRIAL CT	INV	03/29/2006	224.52	327631280	15402	
1919 OMH MEDICAL GROUP & MEDCA	1 588E699 726000	00000 OPERATIONS	OPERATIONS	INV	03/08/2006	60.00	02-2006	15380	
3517 THE OTSEGO CLUB & RESORT	1 101E721 801020	0000072000258	PLAN ZONE	INV	03/08/2006	1,529.00	MTG	15485	

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VENDOR	G/L ACCOUNTS	R	PO	TYPE	DUE DATE	AMOUNT	INVOICE	VOUCHER	CHECK
1239	OTSEGO COUNTY			INV	03/03/2006				
	1 2170010	402000		PROP TAX		98,604.58	FEB-06-MI	15275	
				REAL TAX		98,604.58			
				CHECK TOTAL		197,209.16			
1239	OTSEGO COUNTY			INV	03/03/2006				
	1 2970010	402000		PROP TAX		334,479.59	FEB-06-MILL	15274	
				REAL TAX		334,479.59			
				CHECK TOTAL		668,959.18			
1239	OTSEGO COUNTY			INV	03/03/2006				
	1 2120010	402000		PROP TAX		100,343.87	FEB-06-MILLA	15272	
				REAL TAX		100,343.87			
				CHECK TOTAL		200,687.74			
1239	OTSEGO COUNTY			INV	03/03/2006				
	1 0701L	275000		GEN AGENCY		197.08	TO-APPLY03	15277	
				DUE TXPYR		197.08			
				CHECK TOTAL		394.16			
1233	OTSEGO COUNTY FAIR ASSOCI			INV	03/06/2006				
	1 101E301	930300		SHERIFF		40.00	2006-AD	15326	
				ADVERTISE		40.00			
				CHECK TOTAL		40.00			
2649	OTSEGO COUNTY TREAS			INV	03/03/2006				
	1 101E253	726000		TREASURER		20.45	SUPPLIES	15370	
				SUPPLIES		20.45			
				CHECK TOTAL		20.45			
1243	OTSEGO MEMORIAL HOSPITAL			INV	03/08/2006				
	1 101E351	726035		JAIL		47.50	13535	15458	
				MEDICAL		47.50			
1243	OTSEGO MEMORIAL HOSPITAL			INV	03/08/2006				
	1 101E351	726035		JAIL		47.50	32797	15457	
				MEDICAL		47.50			
1243	OTSEGO MEMORIAL HOSPITAL			INV	03/08/2006				
	1 101E351	726035		JAIL		97.00	33646	15459	
				MEDICAL		97.00			
1243	OTSEGO MEMORIAL HOSPITAL			INV	03/08/2006				
	1 101E648	801020		MED EXAM		97.50	9564031-1	15498	
				PROFESSNL		97.50			
1243	OTSEGO MEMORIAL HOSPITAL			INV	03/08/2006				
	1 101E351	726035		JAIL		6.80	9573016	15461	
				MEDICAL		6.80			

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1243	OTSEGO MEMORIAL HOSPITAL	00000		INV	03/08/2006	235.50	9576406-1	15505	
	1 101E648 801020	MED EXAM		PROFESSNL					
1243	OTSEGO MEMORIAL HOSPITAL	00000		INV	03/08/2006	235.50	9576854	15460	
	1 101E351 726035	JAIL		MEDICAL					
1243	OTSEGO MEMORIAL HOSPITAL	00000		INV	03/08/2006	18.75	9577188-1	15502	
	1 101E648 801020	MED EXAM		PROFESSNL					
1243	OTSEGO MEMORIAL HOSPITAL	00000		INV	03/08/2006	57.00	9577507-1	15501	
	1 101E648 801020	MED EXAM		PROFESSNL					
1243	OTSEGO MEMORIAL HOSPITAL	00000		INV	03/08/2006	261.00	9578336-1	15500	
	1 101E648 801020	MED EXAM		PROFESSNL					
1243	OTSEGO MEMORIAL HOSPITAL	00000		INV	03/08/2006	62.00	9580911-1	15499	
	1 101E648 801020	MED EXAM		PROFESSNL					
1243	OTSEGO MEMORIAL HOSPITAL	00001		INV	03/08/2006	220.50	9587700-1	15496	
	1 101E648 801020	MED EXAM		PROFESSNL					
1745	PAK MAIL CENTERS OF AMERI	00000		INV	03/03/2006	9.75	BATTERY-PACK	15342	
	1 101E130 930450	TRIAL CT		SHIP/MAIL					
3438	GERALD PECK	00000		INV	03/08/2006	2,930.00	1-31-2-28-06	15482	
	1 249E371 801020	BUILDING		PROFESSNL					
3438	GERALD PECK	00000		INV	03/08/2006	440.00	INSPS	15479	
	1 249E371 801020	BUILDING		PROFESSNL					
1249	PENGAD INC	00000		INV	03/08/2006	21.90	103268-01	15392	
	1 101E130 726000	TRIAL CT		SUPPLIES					
1257	THOMAS J PUDVAN	00000		INV	03/06/2006	320.00	FEB-MEDEXAM	15312	
	1 101E648 801020	MED EXAM		PROFESSNL					

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1259 QUILL CORPORATION	1 101E130 726000	00000	TRIAL CT	INV 03/08/2006		336.95	5013736	15367	
				SUPPLIES					
				CHECK TOTAL		336.95			
3667 REED BUSINESS INFORMATION	1 281E537 930300	00000	AIRPORT	INV 03/06/2006		188.14	3170849	15345	
				ADVERTISE					
				CHECK TOTAL		188.14			
3668 SALLY C SLOMINSKI	1 0701L 275000	00000	GEN AGENCY	INV 03/03/2006		52.90	OVER-PAY-05	15351	
				DUE TXPYR					
				CHECK TOTAL		52.90			
3590 JOSEPH SEIFERT	1 249E371 801020	0000037100154	BUILDING	INV 03/08/2006		1,160.00	2-2-2-10-06	15484	
				PROFESSNL					
				CHECK TOTAL		1,160.00			
1278 HOWARD L SHIFMAN PC	1 260E270 801020	00000	HR	INV 03/09/2006		1,644.50	10356	15512	
				PROFESSNL					
				CHECK TOTAL		1,644.50			
2933 SHRED-IT GRAND RAPIDS	1 101E301 940010	00000	SHERIFF	INV 03/08/2006		35.00	05454467603	15489	
	2 101E101 726000	BOC		OUTSIDE SUPPLIES					
				CHECK TOTAL		70.00			
1460 SOFT WASH & LUBE CENTER	1 588E699 940010	0000069900572	OPERATIONS	INV 03/08/2006		23.00	02212006	15466	
				OUTSIDE					
				CHECK TOTAL		23.00			
1124 SPARTAN STORES INC	1 101E351 930700	0000035100407	JAIL	INV 03/08/2006		119.67	613056	15451	
				ROOM BOARD					
				CHECK TOTAL		119.67			
3063 SPARTAN STORES LLC	1 101E130 726000	00000	TRIAL CT	INV 03/14/2006		64.72	613075	15431	
				SUPPLIES					
				CHECK TOTAL		64.72			
3465 SPICY BOB'S ITALIAN EXPRE	0000035100405	INV	03/06/2006				17-19-20-21	15308	

03/09/2006
10:18 MAF

OTSEGO COUNTY
DETAIL INVOICE LIST

CASH ACCOUNT: 0001A 001000 CASH WARRANT: B2006-11 03/09/2006

VENDOR	G/L ACCOUNTS	R	PO	TYPE	DUE DATE	AMOUNT	INVOICE	VOUCHER	CHECK
1295	STATE OF MICHIGAN	00000	GEN AGENCY	INV	03/08/2006	384.00	FEB-06-M-E	15350	
	1 0701L			PSTL PRMT		384.00			
						CHECK TOTAL			
						384.00			
1298	STATE OF MICHIGAN	00001	GEN AGENCY	INV	03/08/2006	330.00	FEB-06-M-E	15349	
	1 0701L			ST CRT FND		330.00			
	2 0701L			CRIME VICT		628.60			
	3 0701L			JUROR COMP		75.00			
	4 0701L			CIVIL FILE		2,261.00			
	5 0701L			JSTCE SYS		1,016.98			
	6 0701L			AG OPER		180.00			
						CHECK TOTAL			
						4,491.58			
1299	STATE OF MICHIGAN	00000	GEN AGENCY	INV	03/08/2006	145.00	FEB-06-M-E	15348	
	1 0701L			ST CRT FND		145.00			
	2 0701L			PRB SH FEE		251.69			
	3 0701L			CRIME VICT		54.00			
	4 0701L			JSTCE SYS		295.00			
	5 0701L			CIVIL FILE		1,076.00			
						CHECK TOTAL			
						1,821.69			
1920	STATE OF MICHIGAN	00000	GEN AGENCY	INV	03/08/2006	8.00	FEB-06-M-E	15347	
	1 0701L			NOTARY		8.00			
						CHECK TOTAL			
						8.00			
3666	STRATTS AREA NARCOTICS	EN 00000	GEN AGENCY	INV	03/06/2006	10,000.00	2006-ALLOC	15333	
	1 101E305			MEMB/DUES		10,000.00			
						CHECK TOTAL			
						10,000.00			

03/09/2006
10:18 MAF

OTSEGO COUNTY
DETAIL INVOICE LIST

CASH ACCOUNT: 0001A 001000 CASH

WARRANT: B2006-11 03/09/2006

VENDOR	G/L ACCOUNTS	R	PO	TYPE	DUE DATE	AMOUNT	INVOICE	VOUCHER	CHECK
1318 TRIPLE M TIRE INC	1 101E301 726050	0000030100364	INV	03/06/2006					
		SHERIFF	MAINT SUPP						
						137.93	1-3612	15327	
						137.93			
						CHECK TOTAL			
						1,535.00			
1529 UNIVERISTY CENTER AT GAYL	1 101E257 726000	EQ	0000025700035	INV	03/06/2006				
			SUPPLIES						
						250.00	108	15281	
						250.00			
						CHECK TOTAL			
						125.00	6WH0T11	15483	
						125.00			
						CHECK TOTAL			
						375.00	111	15400	
						375.00			
						CHECK TOTAL			
						375.00			
1869 WEST PAYMENT CENTER	1 101E133 726200	UNSHARED	BOOKS	INV	03/08/2006				
	2 269E145 726200	LAW LIB	BOOKS						
						299.80	6036449136	15382	
						245.20			
						CHECK TOTAL			
						545.00			
1339 WILBER AUTOMOTIVE SUPPLY	1 588E698 726050	MAINT	0000069900588	INV	03/08/2006				
			MAINT SUPP						
						260.06	620688	15438	
						260.06			
						CHECK TOTAL			
						260.06			
1330 WMJZ	1 588E697 930300	ADMIN	0000069900587	INV	03/08/2006				
			ADVERTISE						
						180.00	20039-06	15432	
						180.00			
						CHECK TOTAL			
						180.00			
1914 XEROX CORPORATION	1 588E699 940010	OPERATIONS	0000069900560	INV	03/06/2006				
			OUTSIDE						
						12.99	015500402	15293	
						12.99			
						CHECK TOTAL			
						180.00			
1914 XEROX CORPORATION	1 101E864 920410	DISTRIBUTE	00000	INV	03/08/2006				
			SVC CNTRCT						
						244.21	015744177	15492	
						244.21			
						CHECK TOTAL			
						244.21	015744178	15493	
						303.00			
						CHECK TOTAL			
						303.00			
1914 XEROX CORPORATION	1 101E864 920410	DISTRIBUTE	00000	INV	03/08/2006				
			SVC CNTRCT						
						300.48	015744179	15495	
						300.48			
						CHECK TOTAL			
						300.48			

03/09/2006
10:18 MAF

OTSEGO COUNTY
DETAIL INVOICE LIST

PG 21
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CASH ACCOUNT: 0001A 001000 CASH

WARRANT: B2006-11 03/09/2006

VENDOR	G/L ACCOUNTS	R	PO	TYPE	DUE DATE	AMOUNT	INVOICE	VOUCHER	CHECK
1914 XEROX CORPORATION	1 101E864 920410	00000	DISTRIBUTE	INV 03/08/2006	244.21	015744180	15494		
1914 XEROX CORPORATION	1 101E864 920410	00000	DISTRIBUTE	INV 03/08/2006	244.21	015744182	15491		
1914 XEROX CORPORATION	1 101E267 726000	0000026700170	PROSECUTOR	INV 03/06/2006	88.00	194001996	15287		
					CHECK TOTAL				
					88.00				
					1,437.10				
1509 YOUNG GRAHAM & ELSENHIME	1 260E130 801025	00000	TRIAL CT	INV 03/06/2006	2,017.00	8685	15334		
					CHECK TOTAL				
					2,017.00				
					2,017.00				

=====

197 INVOICES	WARRANT TOTAL	694,926.60	694,926.60
	CASH ACCOUNT BALANCE		8,709,776.93

=====



OTSEGO COUNTY BUDGET AMENDMENT

FUND/DEPARTMENT: 256 ROD GRANT

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
2560050 - 400001 -Contrib. from fund bal	\$	\$ 30,000.00
- -	\$	\$
- -	\$	\$
- -	\$	\$
Total	\$	\$

EXPENDITURE

Account Number	Increase	Decrease
256E215 - 726000 -Supplies	\$ 28,000.00	\$
256E215 - 930500 -Travel	\$ 2,000.00	\$
- -	\$	\$
- -	\$	\$
- -	\$	\$
- -	\$	\$
Total	\$ 30,000.00	\$ 30,000.00

[Handwritten Signature]
 Department Head Signature

3-2-06
 Date

Finance Department
Entered:
By:

 Administrator's Signature

 Date

 Board Approval Date (if necessary)

 Budget Adjustment #

 Posting Number



OTSEGO COUNTY BUDGET AMENDMENT

FUND/DEPARTMENT: LAND USE SERVICES (p. 1 of 2)

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
- -	\$	\$
- -	\$	\$
- -	\$	\$
- -	\$	\$
Total	\$	\$

EXPENDITURE

Account Number	Increase	Decrease
249E371 -703060 -part-time/temporary	\$10,262.41	\$
249E371 -703030 -regular/hourly	\$	\$30,504.20
249E371 -704800 -sick leave	\$	\$ 269.00
249E371 -704200 -FICA	\$	\$ 1,548.00
249E371 -704600 -workers comp	\$ 68.00	\$
249E371 -704300 -retirement	\$	\$ 2,516.00
Total continued	\$	\$

 Department Head Signature

 Date

 Administrator's Signature

 Date

Finance Department
Entered:
By:

 Board Approval Date (if necessary)

 Budget Adjustment #

 Posting Number



OTSEGO COUNTY BUDGET AMENDMENT

FUND/DEPARTMENT: LAND USE SERVICES (p.2 of 2)

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
- -	\$	\$
- -	\$	\$
- -	\$	\$
- -	\$	\$
Total	\$	\$

EXPENDITURE

Account Number	Increase	Decrease
249E371 -704110 -hospitalization	\$	\$ 5,805.00
249E371 -801020 -professional	\$ 30,311.79	\$
- -	\$	\$
- -	\$	\$
- -	\$	\$
- -	\$	\$
Total	\$ 40,642.20	\$ 40,642.20

Department Head Signature _____ Date _____

Administrator's Signature _____ Date _____

Finance Department
Entered:
By:

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

- A. Department Authorization. All requests for payments, i.e., invoice or expense voucher, shall be approved by the designated individual responsible for the cost center (department) to which the expense shall be posted. The authorization shall indicate that the expense is authorized and correct by affixing the account number and his or her initials to the invoice. All approved bills must be submitted to the Finance Office within ten (10) days of receipt.
- B. Warrant Reports. The Finance Office shall prepare a warrant report to the Board of Commissioners showing the vendor name, nature of the expense, invoice number and warrant number or check number if the unsigned check represents the warrant. A copy of the warrant shall be filed with the invoice claim.
- C. Board Audit. All claims shall be approved by the Board of Commissioners prior to payment, except as follows. These claims shall be post-audited at the next Board meeting.
1. Payroll
 2. Utility bills
 3. Invoices with penalties or discounts that would be incurred if payment is not received prior to the Board meeting where claims will be approved
 4. Insurance payments
 5. Contracted services
 6. Bond / Loan Payments
 7. Michigan Veterans Trust Fund Payments
 8. Others at the County Administrator's discretion, with appropriate documentation, when following the normal procedures creates a hardship
- D. Expenditure Control. The general statute governing County budget activity is the Uniform Budgeting and Accounting Act. In addition to provisions of this statute, general statements concerning the Board's intent with regard to the administration of each year's budget are set out in the annual appropriations measure. The County Board wishes to amplify the general conditions of State law and those contained in the appropriations measure by specifically directing all County officers and employees not to authorize or participate in the expenditure of funds except as authorized by the annual appropriations measure. The Board recognizes that in addition to possible Board sanctions for willful disregard of this policy, state law (MCL141.437 through MCL 141.44) provides for civil liability for violations of the annual appropriations measure.
1. Annual budgetary appropriations shall be deemed maximum authorization to incur expenditures. The Management Team shall not consider appropriations contained

Accounts Payable

in the budget as a mandate to expend county funds, nor does the budget constitute authorization to commit the County to specific obligations.

2. The Administrator and Finance Director shall monitor expenditures to ensure that spending does not exceed budgetary limits. County funds shall not be diverted for purposes significantly inconsistent with those specified in the appropriations measure.
 3. The Finance Office shall maintain appropriation ledger accounts in which are to be recorded such expenditure encumbrances and obligations for the future payment of appropriated funds.
 4. Each warrant, draft, or contract of the County shall specify the funded appropriations designated by number in the accounting system classification established pursuant to law from which it is payable and shall be paid from no other fund or appropriation. Expenditures shall not be charged directly to any contingent account. Instead, the necessary amount of appropriation from such account shall be transferred in accordance with this policy to the proper general appropriation account and the expenditure then charged thereto.
 5. No obligation shall be incurred against, and no payment shall be made from, any appropriation account unless there is a sufficient unencumbered balance in the appropriation and sufficient funds are, or will be, available to meet the obligation.
-

Minutes of a regular meeting of the Otsego County Board of Commissioners, held in the Multi-Purpose Room at the J. Richard Yuill Center, Gaylord, Michigan on the 14th day of March, 2006 at 9:30 a.m.

PRESENT: _____

ABSENT: _____

The following preamble and resolution was offered by Commissioner _____.

**RESOLUTION NO. OCR 06-09
AUTHORIZING RESOLUTION
ANNUAL FEES FOR REGISTRATION OF SECURITY ALARM SYSTEMS**

OTSEGO COUNTY BOARD OF COMMISSIONERS
March 14, 2006

WHEREAS, Section 4e of Ordinance #10 adopted on December 13, 2005 calls for an annual registration fee to cover administration costs as set forth by Appendix A; and

WHEREAS, Ordinance #10 sets forth fees to cover costs for registering, inspecting and authorizing alarm systems in the categories of Residential, Commercial, Non-Profit, Government and All Other;

NOW THEREFORE BE IT RESOLVED, that the fees called for by Otsego County Ordinance #10 be:

Residential	\$ <u>25.00</u>
Commercial	\$ <u>25.00</u>
Non-Profit	\$ <u>25.00</u>
Government	\$ <u>25.00</u>
All Other	\$ <u>25.00</u>

A ROLL CALL VOTE WAS TAKEN AS FOLLOWS:

YES: _____

NO: _____

ABSTAIN: _____

THE RESOLUTION WAS DECLARED ADOPTED.

Paul M. Beachnau, Chair, Board of Commissioners

Susan I. DeFeyter, County Clerk

Minutes of a regular meeting of the Otsego County Board of Commissioners, held in the Multi-Purpose Room at the J. Richard Yuill Center, Gaylord, Michigan on the 14th day of March, 2006 at 9:30 a.m.

PRESENT: _____

ABSENT: _____

The following preamble and resolution was offered by Commissioner _____ .

**RESOLUTION NO. OCR 06-10
HONORING DAVE SCHUSTER**

WHEREAS, Otsego County residents have been faithfully served by Dave Schuster since April 12, 1993; and

WHEREAS, the Otsego County Board of Commissioners appreciates the dedication and service that Dave has provided for over 12 years; and

WHEREAS, as the Director of the Gaylord Regional Airport he has guided the airport through many improvements as it has expanded and become a major component of the regional economy; and

NOW THEREFORE BE IT RESOLVED, that the Otsego County Board of Commissioners wishes to honor Dave in his retirement and express their pride in his accomplishments; and

BE IT FURTHER RESOLVED, that the Otsego County Board of Commissioners wishes Dave good health, much happiness and enjoyment in his retirement.

A ROLL CALL VOTE WAS TAKEN AS FOLLOWS

AYES: _____

NAYS: _____

RESOLUTION DECLARED ADOPTED.

Paul M. Beachnau, Chair, Board of Commissioners

Susan I. DeFeyter, County Clerk

STATE OF MICHIGAN)
) ss.
COUNTY OF OTSEGO)

I hereby certify that the foregoing is a true and complete copy of the resolution adopted by the County Board of Commissioners of Otsego County at a regular meeting held on the date first stated above, and I further certify that public notice of such meeting was given as provided by law.

Susan I. DeFeyter, County Clerk

OTSEGO COUNTY BUS SYSTEM

Controlled Substances and Alcohol Policy

I. PURPOSE

Otsego County Bus System (OCBS) Controlled Substances and Alcohol Policy (the "Policy") was approved and adopted on March 14, 2006 by the Otsego County Board of Commissioners and is established to comply with the United States Department of Transportation (DOT) Regulations, specifically 49 CFR Parts 40, and 655(FTA). This policy is not intended to supersede any collective bargaining agreement except where Federal and State law takes precedence. In the absence of any Federal or State law, collective bargaining agreement or other legal requirement, this policy is to maintain a safe, healthful and efficient working environment for our employees, to protect OCBS property, equipment and operations, and to protect the motoring public from the negative effects of alcohol and drugs taken for medical and non-medical purposes.

The use and effects of controlled substances and alcohol pose very serious problems. This is particularly true in the transportation industry, which is subject to extensive government regulation. Not only can the use and/or abuse of drugs or alcohol jeopardize the health, safety and well being of the individual user and all of our employees, it can also endanger the safety of the general public, jeopardize the safety of the highways and cause serious accidents and casualties. In view of these problems, OCBS wants to clearly state its policy to accurately detect and to deter the use of drugs and alcohol in our transportation and work environment, either through testing, cessation of use, or termination of employment.

Regulatory Requirements:

All employees who perform safety-sensitive functions, as defined in DOT Regulation 49 CFR Part 655.4, are subject to the FTA's drug and alcohol regulations in 49 CFR Part 655.

Items in italics are based on the independent authority of OCBS and are in addition to the provisions mandated by FTA regulations.

Designated Company Representative (DER) Trisha M. Adam

This policy will take effect on March 14, 2006

- (ii) Tire disablement without other damage even if no spare tire is available.
- (iii) Headlamp or tail light damage.
- (iv) Damage to turn signals, horn, or windshield wipers, which makes the vehicle inoperable.
- DOT or The Department means the United States Department of Transportation.
- DOT agency means an agency (or "operating administration") of the United States Department of Transportation administering regulations requiring drug and alcohol testing.
- Employer means a recipient or other entity that provides mass transportation service or which performs a safety-sensitive function for such recipient or other entity. This term includes subrecipients, operators, and contractors.
- FTA means the Federal Transit Administration, an agency of the U.S. Department of Transportation.
- Medical Review Officer (MRO) A person who is a licensed physician and who is responsible for receiving and reviewing laboratory results generated by an employer's drug testing program and evaluating medical explanations for certain drug test results.
- Performing (a safety-sensitive function) means a covered employee is considered to be performing a safety-sensitive function and includes any period in which he or she is actually performing, ready to perform, or immediately available to perform such functions.
- Refuse to submit means any circumstance outlined in 49 CFR 40.191 and 40.261.
- Safety-sensitive function means any of the following duties, when performed by employees of recipients, subrecipients, operators, or contractors:
 - (1) Operating a revenue service vehicle, including when not in revenue service;
 - (2) Operating a nonrevenue service vehicle, when required to be operated by a holder of a Commercial Driver's License;
 - (3) Controlling dispatch or movement of a revenue service vehicle;
 - (4) Maintaining (including repairs, overhaul and rebuilding) a revenue service vehicle or equipment used in revenue service. This section does not apply to the following: an employer who receives funding under 49 U.S.C. 5307 or 5309, is in an area less than 200,000 in population, and contracts out such services; or an employer who receives funding under 49 U.S.C. 5311 and contracts out such services;
 - (5) Carrying a firearm for security purposes.
- Substance Abuse Professional (SAP) A person who evaluates employees who have violated a DOT drug and alcohol regulation and makes recommendations concerning education, treatment, follow-up testing, and aftercare.
- Vehicle means a bus, electric bus, van, automobile, rail car, trolley car, trolley bus, or vessel. A mass transit vehicle is a vehicle used for mass transportation or for ancillary services.

OCBS Policy is as follows:

II. Application:

The Policy applies to all OCBS employees (full- or part-time) who perform safety sensitive functions, on or off company premises, while conducting any transit related business. All activities listed below are considered safety sensitive.

- 1) Operating a revenue service vehicle, including when not in revenue service;
- 2) Operating a non-revenue service vehicle, when required to be operated by a holder of a Commercial Driver's License;
- 3) Controlling dispatch or movement of a revenue service vehicle;
- 4) Maintaining (including repairs, overhaul and rebuilding) a revenue service vehicle or equipment used in revenue service.
- 5) Carrying a firearm for security purposes.

For purposes of this policy the following DOT definitions are used.

- Accident means an occurrence associated with the operation of a vehicle, if as a result:
 - (1) An individual dies; or
 - (2) An individual suffers bodily injury and immediately receives medical treatment away from the scene of the accident; or
 - (3) With respect to an occurrence in which the mass transit vehicle involved is a bus, electric bus, van, or automobile, one or more vehicles (including non-FTA funded vehicles) incurs disabling damage as the result of the occurrence and such vehicle or vehicles are transported away from the scene by a tow truck or other vehicle; or
 - (4) With respect to an occurrence in which the mass transit vehicle involved is a rail car, trolley car, trolley bus, or vessel, the mass transit vehicle is removed from operation.
- Covered employee means a person, including an applicant or transferee, who performs or will perform a safety-sensitive function for an entity subject to this part. A volunteer is a covered employee if:
 - (1) The volunteer is required to hold a commercial driver's license to operate the vehicle; or
 - (2) The volunteer performs a safety-sensitive function for an entity subject to this part and receives remuneration in excess of his or her actual expenses incurred while engaged in the volunteer activity.
- Disabling damage means damage that precludes departure of a motor vehicle from the scene of the accident in its usual manner in daylight after simple repairs.
 - (1) Inclusion. Damage to a motor vehicle, where the vehicle could have been driven, but would have been further damaged if so driven.
 - (2) Exclusions. (i) Damage that can be remedied temporarily at the scene of the accident without special tools or parts.

III. PROHIBITIONS

1. ***Use, possession, sales, or distribution of illegal drugs, unauthorized prescriptive drugs, controlled substances, and alcohol on OCBS premises or while working for OCBS is prohibited.***
2. Covered employees are prohibited from using alcohol
 - 1) 4 (four) hours prior to performing safety-sensitive functions.
 - 2) 8 (eight) hours following an accident or until a post-accident alcohol test is performed.
3. On-call employees are prohibited from the consumption of alcohol for the specified on-call hours of each covered employee who is on-call.

The on-call employee will be given the opportunity to:

 - a) Acknowledge the use of alcohol at the time he or she is called to report to duty and the inability to perform his or her safety-sensitive function.
 - b) Take an alcohol test, if the covered employee has acknowledged the use of alcohol, but claims ability to perform his or her safety-sensitive function.
4. ***Being under the influence, impaired, or having detectable amounts, above the cut-off levels established by DHHS, of illegal drugs, controlled substances, or alcoholic beverages in your system, while on OCBS premises, while working for the OCBS, or while operating or in physical control of an OCBS vehicle, is prohibited.***
5. Consumption of the following 5 drugs is prohibited at all times. Employees can be tested anytime while on duty for these specified drugs.
 - 1) Marijuana;
 - 2) Cocaine;
 - 3) Opiates;
 - 4) Amphetamines;
 - 5) Phencyclidine.
6. Employees holding a CDL (Commercial Drivers License) are prohibited from committing a disqualifying offense as defined by CFR 49 Part 383.51
This includes but is not limited to:

If a driver operates a motor vehicle and is convicted of:

 - 1) Being under the influence of alcohol as prescribed by State law.
 - 2) Being under the influence of a controlled substance.
 - 3) Having an alcohol concentration of 0.04 or greater while operating a CMV.
 - 4) Refusing to take an alcohol test as required by a State or jurisdiction under its implied consent laws or regulations as defined in § 383.72 of this part.
 - 5) Using the vehicle in the commission of a felony involving manufacturing, distributing, or dispensing a controlled substance.

A copy of the full regulation is available from the DER.

7. ***Covered employees are prohibited from using prescription medication, without verification by a licensed physician, in writing, to OCBS that the medication poses no hazard to the individual or to others, and that it will not interfere with the safe performance of required duties.***

IV. REQUIREMENTS

A. REPORTING REQUIREMENTS FOR COMMERCIAL DRIVER'S LICENSES.

1. ***Persons with commercial drivers licenses must notify OCBS within thirty (30) calendar days of any conviction for a traffic violation (other than a parking violation). The notification must be in writing and contain the following information:***
 - ***Driver's license number.***
 - ***Date of conviction.***
 - ***The specific offenses and violations relating to motor vehicle control and any suspension, revocation, or cancellation of driving privileges.***
 - ***Indication of whether the violation was in a commercial motor vehicle.***
 - ***Location of offense.***
 - ***Driver's signature.***
2. ***Each employee who has a drivers license suspended, revoked or cancelled or loses the right to operate a commercial motor vehicle for any period must notify OCBS before the end of the business day following the receipt of notice of any suspension, revocation, cancellation, lost privilege or disqualification.***

B. PRESCRIPTION DRUGS.

Anyone taking medication by a physician's order must have this verified, in writing, to OCBS by a licensed physician who must also verify that the medication poses no hazard to the individual or to others. Violation of this policy may result in disciplinary action, up to and including discharge.

C. CIRCUMSTANCES OF DRUG AND ALCOHOL TESTING

Following are the specific circumstances under which a covered employee is required to be tested per FTA regulations.

1. **PRE-EMPLOYMENT TESTING: Drug Only**
 - **Applicants for safety sensitive positions will be required to have a negative drug test result before their 1st performance of a safety sensitive function. If the test is canceled, the employee**

must retake and pass the test before being hired. An employee being transferred into a safety sensitive position must provide a verified negative result prior to performing a safety sensitive function; or

- A covered employee or applicant who has previously failed or refused a DOT pre-employment drug test must provide evidence that they have completed a referral, evaluation, and treatment plan; or
- If a covered employee who has not performed a safety sensitive function for 90 consecutive days or more and has not been in the employer's random selection pool shall take a pre-employment drug test with a verified negative result before returning to safety sensitive duties.

2. RANDOM TESTING – Drug and Alcohol

- All covered employees have an equal chance of being selected for random testing each time the selections are made throughout the year. Selections will be made quarterly.
- The selection is by a scientifically valid, computer based random number generator used by our C/TPA – OMS Compliance Services, Inc.
- The random tests will be conducted throughout the year and could be conducted on all days and hours during which OCBS is in operation.
- The random tests will be unannounced and employees are required to proceed to the test site immediately.
- A covered employee will only be randomly tested for alcohol misuse while the employee is performing safety-sensitive functions; just before the employee is to perform safety-sensitive functions; or just after the employee has ceased performing such functions. A covered employee may be randomly tested for prohibited drug use anytime while on duty.

3. POST-ACCIDENT – Drug and Alcohol

- Drug and Alcohol testing will be required after any accident that meets the FTA threshold (see Accident definition above) and;
 - i. Involves the loss of human life requires testing all surviving employees operating the mass transit vehicle and all other covered employees whose performance could have contributed to the accident.
 - ii. Does not involve the loss of human life requires the testing of all covered employees operating the mass transit vehicle unless their performance can be completely discounted as a contributing factor based on the best information available at the time of the decision.

All other covered employees whose performance could have contributed to the accident also must be tested.

- Drug testing must be completed as soon as possible, but not longer than 32 hours following the accident.
- Alcohol testing must be completed within 2 hours of the accident; and
- If not able to obtain a specimen within 2 hours, employer must file a report why not able and continue attempts to obtain a specimen; and
- If not able to obtain a specimen in 8 hours, cease attempts to obtain a specimen and update the two-hour written report.
- A covered employee subject to post-accident testing must remain readily available for such testing. Testing will be stayed while the employee assists in the resolution of the accident or receives medical attention following the accident.
- An employee subject to post accident testing who fails to remain readily available, including notifying OCBS or it's representative of his or her location if he or she leaves prior to the submission to such test, may be deemed by OCBS to have refused to submit to testing.

4. REASONABLE SUSPICION – Drug and Alcohol

- Drug and or Alcohol testing will be required when one or more trained supervisors or company officials can articulate and substantiate physical, behavioral, and performance indicators of probable drug use or alcohol misuse by personally observing the appearance, behavior, speech, or body odors of the covered employee.
- The employee may be directed to undergo reasonable suspicion testing only while the employee is performing, just prior to performing, or just after performing safety sensitive functions.
- The employee shall not be permitted to perform safety sensitive functions until a verified negative drug test result and an alcohol test with an alcohol concentration level of less than 0.02% is received by OCBS.
- The supervisor and/or company official shall file a signed, written record of the observations leading to the reasonable suspicion test within twenty-four (24) hours of the observed behavior or before the results of the test s are released, whichever is earlier.
- In the interest of safety, OCBS will arrange for someone to take the employee to and from the collection site.

5. RETURN-TO-DUTY & FOLLOW-UP TEST

- An employee, who is receiving assistance in resolving problems associated with alcohol misuse and/or use of controlled

substances from a qualified Substance Abuse Professional (SAP), will be required to have a verified negative drug test and/or an alcohol test with a concentration level of less than 0.02% before being permitted to perform safety sensitive functions.

- Follow-up tests will be unannounced and will meet the requirements, as determined by the SAP, and will consist of no less than six (6) tests within the first twelve (12) months of the employees return to duty.

D. DRUG AND ALCOHOL TESTING PROCEDURES

- All drug and alcohol testing will be conducted in accordance with DOT regulation 49 CFR Part 40.
- This ensures the protection of the employee and the integrity of the testing process;
- Safeguards the validity of the test results; and
- Ensures that test results are attributed to the correct employee.
- A copy of regulation 49 CFR Part 40 is available for review by any employee, when requested from the DER.

E. REQUIREMENT TO SUBMIT TO DRUG AND ALCOHOL TESTING

- All covered employees are required to submit to drug tests, as defined in C) Circumstances of drug and alcohol testing, administered in accordance to Part 655.
- All covered employees are required to submit to alcohol tests, as defined in C) Circumstances of drug and alcohol testing, administered in accordance to Part 655.

F. DILUTE NEGATIVE POLICY

- Employees who produce dilute negative specimens, as reported by the MRO, shall be required to submit another specimen immediately, per 49CFR Part 40, under non-observed conditions.
- The result of the second test becomes the test of record, on which the employer will rely for purposes of this policy.

G. REFUSAL TO TEST

Refusal to take a required drug or alcohol test constitutes a violation of OCBS Controlled Substances and Alcohol Policy, and is treated the same as a positive result under DOT regulations. This section explains the situations that are considered to constitute a refusal to test per DOT regulation 49 CFR Part 655.

REFUSAL – DRUG AND ALCOHOL TEST

1. You have refused to test if you fail to appear in a reasonable time, except for a pre-employment test. Upon notification of a required test, you must immediately stop performing any safety sensitive function and proceed directly to the collection site.
2. You have refused to test if you fail to remain at the testing site until the testing process is complete. An employee who leaves the testing site before the testing process commences for a pre-employment test is not deemed to have refused to test.
3. You have refused to test if you fail to provide a breath or urine specimen for any drug or alcohol test required by DOT agency regulations.
4. You have refused to test if you fail to provide a sufficient specimen, with no medical explanation, for any drug or alcohol test required by DOT agency regulations.
5. You have refused to test if you fail to undergo a medical examination or evaluation, as directed by the MRO or DER, as part of the verification process.
6. You have refused to test if you fail to cooperate with any part of the testing process, for example, refusing to empty pockets when directed by the collector, or behaving in a confrontational way that disrupts the process.

REFUSAL - DRUG TESTING

1. Failure to permit monitoring or direct observation, as directed by the DER, Collector, or MRO, is a refusal to take a drug test.
2. Failure to take a second test as directed by the DER or Collector is a refusal to take a drug test.
3. If the specimen provided is verified as adulterated or substituted, by the MRO that constitutes a refusal to test.

REFUSAL - ALCOHOL TESTING

1. Refusal to sign the certification at Step 2 of the alcohol testing form constitutes a refusal to test.

V. CONSEQUENCES FOR VIOLATION OF OCBS CONTROLLED SUBSTANCES AND ALCOHOL POLICY

1. Immediately after receiving written notice from the MRO or a consortium/third party administrator (C/TPA) that a covered employee has a verified positive drug test result, or refused to submit to a drug test, OCBS shall require the employee to cease performing safety sensitive functions.
2. Any employee who has a confirmed positive drug test will be medically unqualified to perform safety sensitive functions until they complete an approved substance abuse program, have a negative Return to Duty drug test and have agreed to Follow-Up testing as prescribed by the substance abuse professional (SAP).

3. Immediately after receiving written notice of a positive confirmed alcohol test or an employee refuses to submit to an alcohol test, the employer shall require the employee to cease performing safety sensitive functions.
4. Any employee who has a confirmed positive alcohol test (0.04% concentration or greater) will be medically unqualified to perform safety sensitive functions until they complete an approved substance abuse program, have a negative Return to Duty alcohol test and have agreed to Follow-Up testing as prescribed by the substance abuse professional (SAP).
5. Any employee who tests between 0.02% but less than 0.04% will be asked to stand down from safety-sensitive duties for eight hours or until their alcohol level is below 0.02%.
6. ***In addition to the penalties imposed by the Department of Transportation, the Company reserves the right to impose disciplinary action, up to and including discharge, for any violation of the Company's Substance Abuse Policy.***
7. ***Any driver who is disqualified from driving because of a motor vehicle violation or who has their CDL suspended, revoked, or cancelled will be subject to disciplinary action, up to and including discharge.***
8. ***Depending on the circumstances involved, OCBS may, at its sole discretion, offer employees who voluntarily request help with a drug or alcohol problem, the option of rehabilitation in lieu of discharge. Employees offered this option will be referred to a qualified professional or employee assistance program. The employee will be expected, as a condition of continued employment, to sign a return to work agreement, to follow the counselor's advice or any recommended program of rehabilitation, and to agree to follow up testing. Failure to do so, or any positive test result within a period of up to 60 months after the completion of the rehabilitation program, will result in disciplinary action, up to and including discharge.***
9. ***Any prospective employee who refuses to submit to pre-employment drug testing or who receives a verified positive test result will not be hired.***

VI. CONDITION OF EMPLOYMENT

Compliance with OCBS Controlled Substances and Alcohol Policy is a condition of employment. Failure or refusal of an employee to cooperate fully or submit to any inspection or drug test as provided will be grounds for termination.

VII. Employee's Acknowledgement of OCBS Controlled Substances and Alcohol Policy

I acknowledge that I have been provided a copy of OCBS Controlled Substances and Alcohol policy.

I acknowledge that policy items in italics are based on the independent authority of OCBS and are in addition to the provisions mandated by FTA regulations.

I acknowledge that I understand the policy and that the following information was included in the materials.

1. The name of the person designated by the employer (DER) to answer employee questions about the policy.
2. The categories of employees who are subject to the provisions of Part 655;
3. Sufficient information about the safety sensitive functions performed by those employees to make clear what period of the day the driver is required to be in compliance with Part 655;
4. Specific information concerning employee behavior and conduct that is prohibited;
5. The circumstances under which an employee will be tested for prohibited drugs or alcohol misuse under Part 655;
6. The procedures that will be used to test for the presence of alcohol and drugs, protect the driver and the integrity of the testing processes, safeguard the validity of the test results, and ensure that those results are attributed to the correct driver.
7. The requirement that an employee submit to alcohol and drug tests administered in accordance with Part 655;
8. An explanation of what constitutes a refusal to submit to a controlled substances or alcohol test and the consequences of refusal;
9. The consequences of violation of this policy, including the mandatory requirement to remove covered employees from performing safety sensitive functions when they have a verified drug test result or confirmed alcohol concentrations of 0.04%, and the consequences for an employee who is found to have an alcohol concentration of 0.02% or greater but less than 0.04%.

Employee's Printed Name: _____

Employee's Signature: _____

Date: _____

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VIII. EMPLOYEE ASSISTANCE PROGRAM

Otsego County Bus System supports Employee Assistance Programs. This policy supports the treatment of employees for controlled substances and alcohol abuse. Depending on the circumstances involved, OCBS may, in its sole discretion, offer employees who voluntarily request help with a controlled substance or alcohol problem the option of rehabilitation in lieu of termination.

- a) The DER will supply employees of OCBS with information about treatment programs on a timely basis.***
- b) Employees offered this option will be referred to a qualified professional or employee assistance program. The employee is responsible for the cost of all rehabilitation treatment, return to duty tests, and follow-up testing.***
- c) As a condition of continued employment, the employee is required:***
 - 1. To sign a return to work agreement;***
 - 2. To follow the counselor's advice and/or any recommended program of rehabilitation; and***
 - 3. To agree to follow up testing.***
- d) Failure to follow the program, or any positive test result within a period up to 60 months after the completion of the rehabilitation program will result in discipline action, up to and including termination.***

I acknowledge that I have been provided a copy of the OCBS Employee Assistance Program, and that I understand the policy and the consequences for violating the policy.

Employee's Printed Name: _____

Employee's Signature: _____

Date: _____