

Otsego County Board of Commissioners

225 West Main Street • Gaylord, Michigan 49735

989-731-7520 • Fax 989-731-7529

NOTICE OF MEETING

The Otsego County Board of Commissioners will hold a regular meeting on Tuesday, September 11, 2007 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
- a. Approval of Minutes August 28, 2007 with attachments
5. Consent Agenda
 - a. Personnel Committee Recommendation:
 1. Plan Reviewer Job Description - Motion to Approve
 - b. Sportsplex Operating Agreement Extension - Motion to Approve
 - c. Position Reclassification Policy - Motion to Approve
 - d. Contingency/Land Use 2007 Budget Amendment - Motion to Approve
6. Administrator's Report
7. Report from Officers
8. Committee Reports
9. Department Head Reports
 - a. Prosecutor's Quarterly Report - Kyle Legel
10. City Liaison, Township & Village Representatives
11. Correspondence
12. Special Presentations
 - a. Otsego Conservation District - Jack Middleton
13. New Business
 - a. Financials
 1. Warrant B2007-36
 2. Warrant B2007-37
 - b. Invasive Species Program
14. Public Comment
15. Board Remarks
16. Adjournment

August 28, 2007

The Regular meeting of the Otsego County Board of Commissioners was held at the Hayes Township Hall, 4283 M-32 West, Gaylord. The meeting was called to order at 7:00 p.m. by Vice-Chairman Bentz. Invocation by Commissioner Beachnau, followed by the Pledge of Allegiance led by Commissioner Liss.

Roll call:

Present: Backenstose, Beachnau, Liss, Olsen, Johnson, Hyde, Bentz.

Excused: Glasser, Bates.

The Regular meeting minutes of August 14, 2007 with attachments were approved as presented.

Consent Agenda:

Motion to adopt OCR-07-37 Discharge of Mortgage to Curtis Brink and Kathleen Brink

Roll Call Vote:

Ayes: Unanimous.

Nays: None.

Excused: Bates, Glasser.

Motion carried/Resolution adopted. (see attached)

Motion to approve the amendment of the purchasing policy as presented. Motion carried via unanimous consent. (see attached)

Motion to approve the purchase of a demo ambulance for EMS, with a 5 year repayment term, with interest at the current market rate, for up to \$140,000, with funds to be taken from the Public Improvement Fund (Fund 245). Motion carried via unanimous consent.

Motion to approve a loan to the Building Department Fund (Fund 249) the amount necessary to leave the Building Department with \$80,000 in fund balance as of 12/31/2007, with funds to come from the delinquent tax fund (fund 516). Transfers are to be made as often as necessary to keep the Building Department Fund in a positive cash flow. Motion carried via unanimous consent.

Motion by the personnel committee to approve the part-time office clerk in the Treasurer's office. Motion carried via unanimous consent. (see attached)

Motion to approve the 2007 Court budget amendment (funds 130 & 131) as presented. Motion carried via unanimous consent. (see attached)

Administrator's report:

John Burt reported on the Alpine Center repairs; Cooperative Planning Committee meeting set for August 29, 2007 at 5:30 p.m. in the City-Council room; 9-1-1 dispatch center hit by lightening.

Commissioner Hyde reported that Doty Latuszek is resigning from the M-TEC Center.

Commissioner Johnson reported on the Justice and Public Safety committee meeting.

Rachel Frisch reported on the July 2007 financial reports.

Elizabeth Haus reported the Village of Vanderbilt held the first public meeting regarding the sewer system; Planning and Zoning.

New Business:

Motion by Commissioner Hyde, to approve Warrant B2007-34 in the amount of \$204,509.18 with prepaids in the amount of \$38,692.82 as presented. Ayes: Unanimous. Motion carried.

Motion by Commissioner Johnson, to approve Warrant B2007-35 in the amount of \$235,173.46 with prepaids in the amount of \$3,535.70 as presented. Ayes: Unanimous. Motion carried.

Motion by Commissioner Backenstose, to approve the MERS asset allocation for the 46th Circuit Trial Court as presented. Ayes: Unanimous. Motion carried.

Motion by Commissioner Beachnau, to adopt Resolution OCR-07-38 supporting House Bill 5075.

Roll Call Vote:

Ayes: Backenstose, Beachnau, Liss, Olsen, Johnson, Hyde, Bentz.

Nays: None.

Excused: Bates, Glasser.

Motion carried/Resolution adopted. (see attached)

Motion by Commissioner Johnson, to repeal the Land Use Services Violation Enforcement policy. Ayes: Unanimous. Motion carried.

Motion by Commissioner Liss, to approve the amendment to the FY 2007 Crime Victim Rights Grant Agreement as presented. Ayes: Unanimous. Motion carried. (see attached)

Motion by Commissioner Olsen, to approve the 2007/2008 Otsego County Directory with changes. Ayes: Unanimous. Motion carried.

Motion by Commissioner Beachnau, to adopt Resolution OCR-07-39 in support of County acceptance of passport applications.

Roll Call Vote:

Ayes: Backenstose, Beachnau, Liss, Olsen, Johnson, Hyde, Bentz.

Nays: None.

Excused: Bates, Glasser.

Motion carried/Resolution adopted. (see attached)

Motion by Commissioner Backenstose, to adopt Otsego County Ordinance 07-05 as presented.

Ayes: Unanimous. Motion carried. (see attached)

Board Remarks:

Commissioner Johnson: Reported on the R.A.P. grant Trisha Adam applied for and received for exit lights at the County Buildings.

Commissioner Hyde: Reported on the Airport.

Commissioner Backenstose: Cooperative Planning Meeting.

Commissioner Bentz: Thanked Hayes Township for hosting the meeting.

Meeting adjourned at 7:40 p.m. at the call of the Vice-Chair.

Allan Bentz, Vice-Chairman

Susan I. DeFeyter, County Clerk

RESOLUTION NO. OCR 07-37
AUTHORIZING RESOLUTION
OTSEGO COUNTY BOARD OF COMMISSIONERS
August 28, 2007

WHEREAS, the Otsego County Board of Commissioners is the owner of a property located at 556 Main St., Vanderbilt, Michigan 49795 and has a mortgage recorded in Liber 250, Page 379 and in Liber 266, Page 49, in the name Curtis Brink and Kathleen Brink, his 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, Curtis Brink and Kathleen Brink, his wife and be it further

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



COUNTY OF OTSEGO Administrative Policy Manual

Policy Number
500.01

Policy No 500.01	Subject Purchasing	Date Issued 4/13/04
---------------------	------------------------------	------------------------

Application <u>General Fund Functions</u> <input checked="" type="checkbox"/> General Fund Departments <input type="checkbox"/> 46 th Trial Court <input type="checkbox"/> Joint Building Authority <input checked="" type="checkbox"/> Other Jointly Governed Organizations <u>Special Revenue Functions</u> <input checked="" type="checkbox"/> Parks and Recreation <input type="checkbox"/> Library <input type="checkbox"/> Social Welfare (Family Independence Agency) <input type="checkbox"/> Commission on Aging <input type="checkbox"/> Other Special Revenue Funds <input checked="" type="checkbox"/> Building Authority		<u>Business-Type Functions</u> <input checked="" type="checkbox"/> Delinquent Tax Revolving <input checked="" type="checkbox"/> Commissary <input checked="" type="checkbox"/> Bus System <input checked="" type="checkbox"/> Administrative Services <input checked="" type="checkbox"/> Building and Grounds <u>Component Units</u> <input type="checkbox"/> University Center <input type="checkbox"/> Road Commission <input type="checkbox"/> Ambulance <input type="checkbox"/> Sportsplex <input type="checkbox"/> Other:	Revised 8/28/07 Applicable Forms
---	--	---	--

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

Summary

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

Procedures

1. Definitions

- 1.1 **Capital Outlay Items:** Non-expendable items itemized in the County's capital improvement budget/plan.
- 1.2 **Competitive Bids:** Prices received from vendors on items or services \$10,001 or more. Competitive bids are received as sealed bids only and are opened at advertised public bid openings. The requirement for sealed competitive bids shall not apply to intergovernmental contracts, contracts for professional services or emergency repairs, or for the reauthorization of contracts, which have been previously approved by the Otsego County Board of Commissioners.
- 1.3 **Expendable/Recurrent Supplies:** Routine supplies needed to carry on the County's daily business (i.e. food, medical supplies, office supplies). Expendable supplies are generally acquired using preferred vendors.



COUNTY OF OTSEGO Administrative Policy Manual

Policy Number

500.01

Procedures

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

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

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

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

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

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

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

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

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



COUNTY OF OTSEGO Administrative Policy Manual

Policy Number

500.01

Procedures

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

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

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

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

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



COUNTY OF OTSEGO Administrative Policy Manual

Policy Number

500.01

Procedures

Professional services and intergovernmental contracts and emergency repairs, or reauthorization of contracts that have been previously approved are exempted from this policy.

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

The County reserves the right to accept, reject or negotiate any or all bids, to waive or not waive informalities or irregularities in bids or bidding procedures and to accept any bid determined by the County to be in the best interest of the County, regardless of price. The reason for rejection may include past performance issues, and compatibility with existing equipment or software. Vendors located in Otsego County are hereby granted a 3% cost variance for low bid determination. Such vendors are considered local if they maintain an office in Otsego County with at least one full time employee.

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

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

2.6 **Open Purchase Orders:** Open Purchase Orders shall be utilized for vendors that provide routine repetitive services. Open Purchase Orders may be opened and closed within any calendar month. Examples of authorized open purchase orders include: oil changes, car wash and other similar services.

2.7 **Emergency Purchase Orders:** In case of emergency needs, appropriate departments (maintenance, sheriff) are authorized to make emergency procurements of supplies,



COUNTY OF OTSEGO Administrative Policy Manual

Policy Number

500.01

Procedures

- services or construction items when there exists a threat to public health, welfare or safety. Electronic access shall be provided to authorize the issuance of emergency purchase orders. Emergency procurements shall be made with such competition as is practicable under the circumstances and the cost shall not exceed \$5,000. An emergency purchase of up to \$10,000 may be made by the County Administrator without prior approval by the chair or vice-chair of the Board of Commissioners. The very nature of emergency expenditures may necessitate a significant financial decision without prior approval. All emergency expenditures in excess of \$10,000 shall be reported to the Board of Commissioners, in writing, within three business days.
- 2.8 **Cooperative Government Contracts:** Bidding requirements shall be waived if the County is able to secure favorable prices on purchases by joining with other local governments, or participating with the State of Michigan or the Federal Government in purchasing. The County Administrator is authorized to enter into the necessary agreements or contracts on behalf of the County.
- 2.9 **Exempted Purchases:** Exempted purchases include maintenance agreement billings, utility billings, contracted service invoices, insurance payments, and other like services as noted in the Otsego County Payables Policy. The appropriate account number and signature of a Management Team member is required for exempted purchases, and shall appear across the invoice.
- 2.10 **Payment Procedure:** The respective Management Team member will be responsible for inspection of all orders, upon receipt of the order and prior to the acceptance of the delivery. Upon acceptance of items, verification that the packing slip matches the purchase order must accompany the invoice in order to obtain payment. Whenever a department rejects any orders, the County Administrator shall be notified immediately and given the reason for the rejection.
- 2.11 **Capital Leases:** The process for bidding capital leases shall be similar to other purchases. Should the price of the purchase not be reasonably known prior to engaging the bidding process, the Formal Bidding Process shall be used.
- 2.12 **Bid Specification Changes:** All changes in bid specifications shall be reported to all known potential bidders. Such notification shall provide appropriate time for all such potential bidders to have adequate time to make adjustments to their bids.
- 2.13 **Demo Models:** Bidding requirements shall be waived if the County is able to secure favorable prices on purchases by purchasing a demonstration model.

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



COUNTY OF OTSEGO Administrative Policy Manual

Policy Number

500.01

Procedures

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

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

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

TABLE 1

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

Approvals (name and department)
Board of Commissioners

April 13, 2004



Otsego
COUNTY
M I C H I G A N

OTSEGO COUNTY POSITION DESCRIPTION

Position: Part-time Office Clerk – Treasurer's Office

- A. Summary. Provides clerical, bookkeeping and customer service functions in the Treasurer's Office.
- B. Supervision Received. Work is performed under the general supervision of the Otsego County Treasurer.
- C. Supervision Exercised. None.
- D. Responsibilities, Essential Duties and Functions. An employee in this position may be called upon to do any or all of the following essential duties (note: these examples do not include all of the duties which the employee may be expected to perform).
1. General Office work to include word processing, report preparation, filing, managing email correspondence, answering incoming calls and assisting walk-in customers.
 2. Collects fees, writes receipts, maintains bookkeeping ledgers, and produces financial reports.
 3. Calculates and collects delinquent taxes, issues tax receipts, redemptions and issues various cash receipts specifying the fund which monies are to be applied.
 4. Answers correspondence and telephone inquires relating to all tax matters including bankruptcies, redemptions, foreclosures, reconveyences, and tax buyer claims.
 5. Deciphers legal descriptions of property and locates parcel descriptions on the tax map/rolls for tax certifications and tax searching.
 6. Processes personal property taxes, balance personal property tax owed with townships.
 7. Forfeiture parcels: prepares file, run delinquent tax bills, maps, property description searches, scanning inspected parcels.
 8. Perform related duties as required.
- E. Essential Functions, Qualifications, and KSAs for Employment. All of the following functions, qualifications, knowledge, skills, abilities (KSAs) and duties are essential. An employee in this class, upon appointment, should have the equivalent of the following:
1. Must have strong written and verbal communication skills.
 2. Must have the ability to work under time constraints with frequent interruptions.

3. Knowledge of modern bookkeeping practices and procedures. Familiarity with the statutes and requirements pertaining to taxation in the State of Michigan.
4. Must be computer literate with MS Office (Word, Excel) and skilled in the use of a 10-Key and standard office machinery. Experience with MUNIS or other accounting software preferred.
5. Must be self motivated and able to perform job functions without constant supervision.
6. Ability to work effectively with public officials, employees and the general public.
7. Notary Public designation preferred.
8. High School Diploma/GED and 1+ years of clerical experience. Previous experience in a municipal environment preferred.

F. Employment Conditions.

1. For purposes of the Fair Labor Standards Act, this is a "non-exempt" position.

Otsego County is an equal opportunity employer



**OTSEGO COUNTY
BUDGET AMENDMENT**

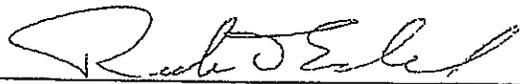
FUND/DEPARTMENT: 130 & 131

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)

EXPENDITURE

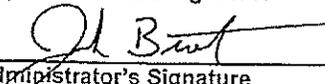
ACCOUNT NUMBER	INCREASE	DECREASE
101E130 - 703010 -	\$	\$ 6,546.00
101E130 - 703020 -	\$ 6,428.00	\$
101E130 - 703030 -	\$ 2,689.00	\$
101E130 - 704110 -	\$	\$ 5,595.00
101E130 - 704500 -	\$ 40.00	\$
101E130 - 940010 - JNET	\$	\$ 6,016.00
101E131 - 704400 -	\$ 650.00	\$
101E131 - 930450 -	\$	\$ 650.00
101E131 - 801021 -	\$	\$ 5,000.00
101E131 - 801023 -	\$ 5,000.00	\$
101E131 - 801020 -	\$ 15,000.00	\$
101E131 - 930100 -	\$	\$ 6,000.00
Total	\$ 29,807.00	\$ 29,807.00



 Department Head Signature

8/18/07

 Date



 Administrator's Signature

8/23/07

 Date

Finance Department
Entered:
By:

Board Approval Date (if necessary) _____

Budget Adjustment # _____

Posting Number _____

RESOLUTION NO. OCR 07-38
Support of House Bill 5075
OTSEGO COUNTY BOARD OF COMMISSIONERS
August 28, 2007

A resolution regarding Michigan State Forest Campgrounds

Whereas, on July 9, 2007, twenty (20) Michigan State Forest Campgrounds were closed in Northern Michigan to save \$75,000;

Whereas, Johnson Crossing in Otsego County has been a place for countless families both locally and from across Michigan to gather and enjoy the beautiful state we live in;

Whereas, the economy of northern Michigan is heavily impacted by tourism, and provides an opportunity for a unique and wholesome family bonding experience that is reasonably priced;

Whereas, these campgrounds provide the opportunity for an education in excellent life skills while establishing a greater respect and reverence for the world;

Whereas, the financial and social benefits of the parks is beyond and above the bare nightly fee, and the former discount given to senior citizens was a deserved honor, and the soldiers who have served our country valiantly deserve this honor as well;

Whereas, local governments should be afforded the opportunity to maintain these campgrounds when closed by the State of Michigan; now, therefore, be it

Resolved, that the County of Otsego does hereby support House Bill 5075, which seeks to restore the camping fees prior to the price hike, restore discounts as well as introduce ones which are deserved, and gives local communities the option to decide whether they wish to continue maintenance on campgrounds which are closed; and be it further

Resolved, that we encourage Representative Joel Sheltroun, Chairman of the House Tourism, Outdoor Recreation and Natural Resources Committee to take action on this measure to assist Northern Michigan.

KYLE T. LEGEL
Prosecutor

BRENDAN P. CURRAN
Chief Assistant Prosecutor

MANDA M. BREUKER
Assistant Prosecutor



989-731-7430
Fax 989-731-7449

P.O. Box 367
Gaylord, MI 49734

www.otsego-county-mi.gov/prosecutor/prosecutor.htm

DATE: August 17, 2007

TO: ✓ John Burt, County Administrator
Rachel Frisch, Finance
Trisha Adam, Human Resources

FROM: Sara Schmidt, Office Manager

RE: Amendment to the FY 2007 Crime Victim Rights Grant

Enclosed is the approved amendment to the grant this office receives for our Victim Rights Advocate. The amendment is a \$663.00 increase to the agreement commencing October 1, 2006 through September 30, 2007. This increase is to add funding to the original agreement, and does not require the county to increase any expenditures. I have also enclosed a copy of the cover letter from the Crime Victim Services Commission's Program Specialist approving this salary and wage increase.

Our Victim Rights Advocate must submit a quarterly report to the Crime Victim Services Commission. The approved increase in her salary and wages, retroactive to October 1, 2006, will be reflected in this report.

This is not a request for a reclassification of the Victim Rights Advocate's position.



STATE OF MICHIGAN
DEPARTMENT OF COMMUNITY HEALTH
CRIME VICTIM SERVICES COMMISSION

JENNIFER M. GRANHOLM
GOVERNOR

JANET OLSZEWSKI
DIRECTOR

July 11, 2007

Mr. Kyle Legel
Otsego County Prosecuting Attorney
100 Livingston Boulevard
PO Box 367
Gaylord, MI 49734

Otsego Co. Pros. Atty.
JUL 13 2007
RECEIVED

Dear Mr. Legel:

Enclosed is the approved amendment to the FY2007 Crime Victim Rights Grant between the Department of Community Health, Crime Victim Services Commission and the Otsego County Prosecutor's Office. This amendment adjusts the 2007 Victim Rights Grant from \$35,600 to \$36,263.

We appreciate your efforts to improve services for victims in Michigan. If you have any questions, please contact Beth Adcock, Program Specialist at (517) 334-9943 or via the Internet, adcockb@michigan.gov

Sincerely,

M. Elizabeth Adcock
Program Specialist

Enclosure



Contract Manager and
Location/Building: Beth Adcock
Contract #: 20070220-1

Amendment No. 1 to the
Agreement Between
Michigan Department of Community Health
and
Otsego County
for
Victim Rights

1. Period of Agreement

This agreement shall commence on October 1, 2006 and continue through September 30, 2007. This agreement is in full force and effect for the period specified.

2. Program Budget and Agreement Amount

The total agreement amount is increased from \$35,600 to \$36,263 as shown on Attachment "B", Budget Pages.

3. Amendment Purpose

The purpose of the amendment is to add funding in the original agreement for Victim Rights.

4. Original Agreement Conditions

It is understood and agreed that all other conditions of the original agreement remain the same.

5. Special Certification

The individual or officer signing this amendment certifies by his or her signature that he or she is authorized to sign this amendment on behalf of the responsible governing board; official or contractor.

6. Signature Section

For the Michigan Department of Community Health

Mary Jane Russell 6-28-07
Mary Jane Russell, Director, Bureau of Budget and Audit Date

For the CONTRACTOR:

Kyle Legel Prosecuting Attorney
Name (print) Title (print)

[Signature] 8/11/07
Signature Date

PROGRAM BUDGET SUMMARY
MICHIGAN DEPARTMENT OF COMMUNITY HEALTH

View at 100% or Larger
Use **WHOLE DOLLARS** Only

PROGRAM CRIME VICTIM SERVICES COMMISSION			DATE PREPARED March 21, 2007		Page 1	Of 2
CONTRACTOR NAME Otsego County			BUDGET PERIOD From 10/01/2006 To: 09/30/2007			
MAILING ADDRESS (Number and Street) P.O. Box 367			BUDGET AGREEMENT <input type="checkbox"/> ORIGINAL <input checked="" type="checkbox"/> AMENDMENT		AMENDMENT # 1	
CITY Gaylord	STATE MI	ZIP CODE 49734	FEDERAL ID NUMBER 38-6004882			
EXPENDITURE CATEGORY			ORIGINAL BUDGET	AMENDED BUDGET	TOTAL BUDGET (Use Whole Dollars)	
1. SALARIES & WAGES			\$25,000	662		\$25,662
2. FRINGE BENEFITS			\$ 5,904	1		\$ 5,905
3. TRAVEL			\$ 375			\$ 375
4. SUPPLIES & MATERIALS			\$ 4,321			\$ 4,321
5. CONTRACTUAL (Subcontracts/Subrecipients)			\$ 0			\$ 0
6. EQUIPMENT			\$ 0			\$ 0
7. OTHER EXPENSES			\$ 0			\$ 0
8. TOTAL DIRECT EXPENDITURES (Sum of Lines 1-7)			\$35,600	663	\$0	\$36,263
9. INDIRECT COSTS: Rate #1 %						
INDIRECT COSTS: Rate #2 %						
10. TOTAL EXPENDITURES			\$35,600	\$663	\$0	\$36,263

SOURCE OF FUNDS

11. FEES & COLLECTIONS	\$0			\$0	
12. STATE AGREEMENT	\$35,600	663		\$36,263	
13. LOCAL	\$ 0			\$ 0	
14. FEDERAL	\$0			\$0	
15. OTHER(S)	\$0			\$0	
16. TOTAL FUNDING	\$35,600	663	\$0	\$36,263	
AUTHORITY: P.A. 368 of 1978		The Department of Community Health is an equal opportunity employer, services and programs provider.			
COMPLETION: Is Voluntary, but is required as a condition of funding					

RESOLUTION NO. OCR 07-39
Support of County Acceptance of
Passport Information

OTSEGO COUNTY BOARD OF COMMISSIONERS
August 28, 2007

Whereas, Michigan's Counties have been accepting passport applications on behalf of the United States Department of State for decades; and

Whereas, the ability to go to the county seat to apply for a passport gives citizens a convenient way to begin the process of obtaining a passport; and

Whereas, the county which issues a citizen's birth certificate certainly is in a much better position to verify someone's legal identity than the state or another county; and

Whereas, the United States Department of State recently issued letters to Michigan Counties informing them they are no longer able to accept passport applications from those citizens whom they have issued a birth certificate; and

Whereas, this decision, which is not pursuant to statute, would cause significant hardships in the rural areas of Michigan, which do not have a multitude of other outlets for citizens to apply for passports; and

Whereas, the vast majority of citizens in rural counties reside in their county of birth, and under this change would have to, in many cases, leave their county of residence to process a passport application; and

Whereas, in concert with the backlogs in issuing passports due to the Western Hemisphere Travel Initiative, this proposal will likely greatly exacerbate the backlog for approval of passport applications; and

Whereas, this policy recommendation was put into effect without approval of Congress, and without any public comment period or public input; and

Whereas, this rule change will have a significant impact on counties' revenue streams, as less residents of the county will be able to use the services of the county clerk to process a passport application; now, therefore, be it

Resolved, that the Otsego County Board of Commissioners urges the United States Department of State to reconsider implementation of this regulation; and be it further

Resolved, that copies of this resolution be sent to President George Bush, Secretary of State Condoleezza Rice, Congressman Bart Stupak, Senator Debbie Stabenow, Senator Carl Levin, Senator Gerald VanWoerkom, Representative Kevin Elsenheimer, Senator Tony Stamas, NACo, Michigan Association of Counties and the other 82 counties.

OTSEGO COUNTY
ORDINANCE NUMBER: 07-05

AN ORDINANCE TO AMEND THE CURRENT OTSEGO COUNTY ZONING MAP SO THAT THE BELOW DESCRIBED PARCEL OF LAND IS REZONED AS INDICATED.

OTSEGO COUNTY, STATE OF MICHIGAN ORDAINS:

Section 1. The current Otsego County Zoning Map shall be amended so that the following described parcel of land shall be Rezoned as indicated:

Common Address: 2212 Dickerson Road
General Location: Corner of Milbocker & Dickerson
Township: Bagley
Tax ID Number: 010-017-400-005-02
Legal Description: attached
Existing Zoning: B-3
New Zoning: I

Section 2. Validity.

If any section, provision or clause of this Ordinance or the application thereof to any person or circumstances is held invalid, such invalidity shall not affect any remaining portions or application of this Ordinance which can be given effect without the invalid portion or application.

Section 3. Effective Date.

This Ordinance shall become effective eight (8) days after its first publication.

OTSEGO COUNTY

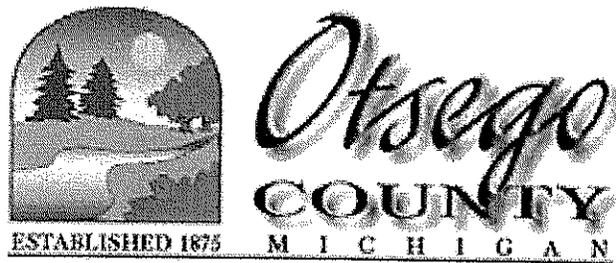
BY: _____
Ken Glasser, County Board Chairman

By: _____
Susan DeFeyter, County Clerk

Parcel number 010-017-400-005-02-

The legal description for the property is:

COMM @ E $\frac{1}{4}$ COR, T30N-R3W, SEC 17, TH S1°18'44"E 100' TO POB,
TH S1°18'44"E 482.60', TH S62°29'34"W 860.89', TH N89°30'31"W 1883.09',
TH N1°11'53"W 991.50', TH S89°24'30"E 612.24, TH S1°18'44"E 150', TH
N89°11'16"E 2040.95' TO POB.



September 11, 2007
Agenda

OTSEGO COUNTY

PLAN REVIEWER

General Summary

Under the supervision of the Land Use Services Director and/or the Building Official, reviews building project plans and documents to ensure that new construction and alterations in private and public buildings are in compliance with established codes, laws, and regulations.

Essential Functions

1. Reviews proposed construction plans and documents to determine compliance with the applicable laws, regulations, and building codes.
2. Explains both verbally and in writing, applicable building codes, laws, and regulations to architects, engineers, property owners, and contractors.
3. Issues written notices of code violations requiring corrective action.
4. Answers inquiries from property owners, contractors, architects, local government, officials and others regarding code and ordinance interpretation, clarification of department policies and procedures, violation complaints, and general information.
5. Testifies at court hearings and court proceedings related to violations of building codes, laws, or regulations.
6. Assists local municipalities as needed.
7. Participates in continuing education to maintain required certification. Attends various meetings, seminars, workshops, and conferences to keep current on the latest methods and techniques in building trades.
8. Represents the department at related meetings, seminars, and conferences.
9. Prepares and/or maintains reports, files, and written correspondence.
10. Performs related work as assigned.

Other Functions

11. None listed.

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

OTSEGO COUNTY

Employment Qualifications

Education: High school graduation or equivalent. Prefer advanced technical trades coursework.

Experience: As required for the certification listed below.

Other Requirements: Must meet requirements for application for registration with the State of Michigan as a Plan Reviewer (Act 54 of the Public Acts of 1986). Valid Michigan driver's license.

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

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

Ability to enter and retrieve information from a computer.

Ability to access the various meeting sites of the local units of government.

Working Conditions:

Works both in office conditions and travels to various locations to attend meetings and represent the department.

September 11, 2007

**Addendum Number One to the Agreement for Operating and Maintaining
Otsego County Recreational and Sports Complex for Otsego County
between the Otsego County Sportsplex and the County of Otsego.**

- A. The initial term of this Agreement is to be extended for six months and shall remain in effect until February 8, 2008.

AGREED to this _____ of _____, 2007, at Gaylord, Michigan.

OTSEGO COUNTY SPORTSPLEX

COUNTY OF OTSEGO

Bill Michaels
Director

John Burt
Administrator

Mason Buckingham
Board Chairman

Ken Glasser
Board Chairman



Position Reclassification Policy

PURPOSE

The purpose of this policy is to set procedures for requesting reclassification of a position within a department. Position reclassifications are only based on the level of duties and responsibilities within a position and are not based on employee length of service within a position.

PROCESS

1. Department Directors will submit a written position reclassification request to the Human Resources Director. The request shall have the current approved job description for the position attached and list the additional duties and responsibilities which have been added to the position to warrant the reclassification request. The Human Resources Director will review the request and meet with the Department Director for clarification.
2. The Human Resources Director will forward the reclassification request and supporting documentation to the County Administrator for review and approval.
3. If approved by the County Administrator, the reclassification request will be presented to the Personnel Committee.
4. If approved by the Personnel Committee, the reclassification request will be presented to the Finance Committee.
5. If approved by the Finance Committee, the reclassification request will be presented to the Board of Commissioners.
6. If approved by the Board of Commissioners, the Human Resources Director will notify the Department Director and prepare related paperwork to reclassify the position.



OTSEGO COUNTY BUDGET AMENDMENT

FUND/DEPARTMENT: 101E721-Planning&Zoning

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

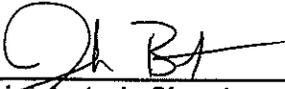
Account Number	Decrease	Increase
- -	\$	\$
- -	\$	\$
- -	\$	\$
- -	\$	\$
Total	\$	\$

EXPENDITURE

Account Number	Increase	Decrease
101E721 726000 Supplies	\$ 1,500.00	\$
101E941 999000 Contingency	\$	\$ 1,500.00
- -	\$	\$
- -	\$	\$
- -	\$	\$
- -	\$	\$
Total	\$ 1,500.00	\$ 1,500.00

Department Head Signature _____

Date _____


Administrator's Signature _____

Date 9-6-07

Finance Department
Entered: _____
By: _____

Board Approval Date (if necessary) _____

Budget Adjustment # _____

Posting Number _____

09/04/2007
11:51 MAF

OTSEGO COUNTY
PREPAID INVOICE LIST

PG 1
apwarnt

WARRANT: B2007-36 09/04/2007

VENDOR	VENDOR NAME	R	INVOICE	PO	TYPE	DUE DATE	AMOUNT	VOUCHER	CHECK COMMENT
CASH ACCOUNT: 0001A 001000 CASH									
1411	BLUE CROSS BLUE	00000	10-2007		DD	08/22/2007	49,283.00	27629	18023 COUNTY HEALTH INSUR FOR OC
1946	PHARMACARE	00000	7004581-600		DD	08/22/2007	6,703.67	27630	18024 RX 08/01/07 - 08/15/07
3434	NORTHWESTERN BAN	00000	AXFORD0707		INV	08/24/2007	1,109.00	27679	180783 AXFORD 0707
							57,095.67	CASH ACCOUNT 0001A	001000 TOTAL

09/04/2007
11:51 MAF

OTSEGO COUNTY
DETAIL INVOICE LIST

CASH ACCOUNT: 0001A 001000 CASH

WARRANT: B2007-36 09/04/2007

VENDOR	G/L ACCOUNTS	R	PO	TYPE	DUE DATE	AMOUNT	INVOICE	VOUCHER	CHECK
1091 IMPREST CASH - JURY FUND	1 101E131 930940	00002	CIRCT CT	INV 09/04/2007	WITNESS	9.00	07-20053-SM	27823	
1091 IMPREST CASH - JURY FUND	1 101E131 930930	00002	CIRCT CT	INV 09/04/2007	JURY SVCS	114.00	8-15-07	27673	
4460 46TH CIRCUIT TRIAL COURT	1 0701L 271148	00000	GEN AGENCY	INV 09/04/2007	RESTITUT	60.00	1207	27722	
1268 7TH PROBATE/FAMILY COURT	1 292E662 930810	00000	CHILD CARE	INV 09/04/2007	OTHR INST	95.00	7-31-07	27715	
1390 ADE INC	1 101E131 970450	00000	CIRCT CT	INV 09/04/2007	PROP-SFTWR	300.00	66619	27681	
1017 ALPINE CARPET	1 233E690 940010	00000	SCDEG HOUSING	INV 08/30/2007	OUTSIDE	2,297.97	6549	27779	
1504 AMERICAN FIDELITY ASSURAN	1 0704L 231285	00000	PAYROLL	INV 09/04/2007	COURT AFA	39.00	A028435	27683	
1504 AMERICAN FIDELITY ASSURAN	1 0704L 231285	00001	PAYROLL	INV 09/04/2007	COURT AFA	122.66	SEP-2007	27680	
2625 ARROW SANITATION	1 637E265 940010	00000	BLDG GRNDS	INV 08/30/2007	OUTSIDE	200.00	205753	27788	
2625 ARROW SANITATION	1 637E265 940010	00000	BLDG GRNDS	INV 08/30/2007	OUTSIDE	239.25	JULY-07	27789	
1377 ARROW UNIFORM RENTAL		00002	INV	08/30/2007			AUG-07	27790	

09/04/2007
11:51 MAF

OTSEGO COUNTY
DETAIL INVOICE LIST

CASH ACCOUNT: 0001A 001000 CASH

WARRANT: B2007-36 09/04/2007

VENDOR	G/L ACCOUNTS	R	PO	TYPE	DUE DATE	AMOUNT	INVOICE	VOUCHER	CHECK
2464	AUTO OWNERS INSURANCE COM	00000	GEN AGENCY	INV	08/29/2007	130.50			
	1 0701L 271000			RESTITUTI		130.50			
				CHECK TOTAL		130.50			
3728	TIMOTHY BORDNER	00000	37100787	INV	08/30/2007	2,041.80			
	1 249E371 801020			BUILDING		2,041.80	08-13-8-2407	27881	
				CHECK TOTAL		2,041.80			
4693	BRAZELTON, MARK AND JILL	00000	CHILD CARE	INV	09/04/2007	334.21			
	1 292E662 930700			ROOM BOARD		334.21	JULY-07	27714	
				CHECK TOTAL		334.21			
1546	TIMOTHY BURKE	00000	69000859	INV	08/30/2007	364.00			
	1 101E332 801030			MOTORCYCLE		364.00	081707	27776	
				TECHNICAL		364.00			
				CHECK TOTAL		364.00			
1735	TERRANCE M. COTTLE	00000	FMLY CNSL	INV	09/04/2007	70.00			
	1 101E166 940010			OUTSIDE		70.00	7-30-07	27675	
				CHECK TOTAL		70.00			
1047	CELLULAR ONE	00000	30100846	INV	08/30/2007	40.17			
	1 101E301 930210			SHERIFF		40.17	AUG-070CSD	27854	
	2 101E351 930210			JAIL		40.16			
				TELEPHONE		80.33			
				TELEPHONE		80.33			
				CHECK TOTAL		80.33			
2805	CHARLTON TOWNSHIP	00000	GEN AGENCY	INV	08/27/2007	235.70			
	1 0701L 274006			UND FOREST		235.70	JOBURG-SCH	27736	
				CHECK TOTAL		235.70			
4836	CHIDSEY, JONATHAN B	00000	DELQ TAX	INV	08/27/2007	272.67			
	1 0516A 026020			CHG BACK		272.67	PRE-GRANT	27728	
				CHECK TOTAL		272.67			
2491	CHILD & FAMILY SERVICES O	00000	CHILD CARE	INV	09/04/2007	3,199.00			
	1 292E662 930810			OTHR INST		3,199.00	7-22-07	27719	
				CHECK TOTAL		3,199.00			

09/04/2007
11:51 MAF

OTSEGO COUNTY
DETAIL INVOICE LIST

CASH ACCOUNT: 0001A 001000 CASH

WARRANT: B2007-36 09/04/2007

VENDOR	G/L ACCOUNTS	R	PO	TYPE	DUE DATE	AMOUNT	INVOICE	VOUCHER	CHECK
3627 COCM	1 249E371 801020	0000037100786	INV	08/30/2007	225.00		TRNG	27895	
		BUILDING	PROFESSNL			225.00			
						225.00			
						CHECK TOTAL			
						3,199.00			
1059 CONSUMERS ENERGY	1 637E265 930620	00000	ALPCT	BLDG GRNDS	08/30/2007	141.37	37510080807	27785	
		00000	ALPCT	BLDG GRNDS	08/30/2007	141.37			
		00000	CONSUMERS ENERGY			141.37			
						138.22	48430010807	27786	
						279.59			
						CHECK TOTAL			
						3,513.60			
2398 CORE TECHNOLOGY CORPORATI	1 101E133 930240	LEIN	UNSHARED	NETWORK	09/04/2007	3,513.60	61012	27682	
						3,513.60			
						CHECK TOTAL			
						375.28	VANDERBILT	27735	
3388 CORWITH TWP TREAS	1 0701L 274006	00000	GEN AGENCY	UND FOREST	08/27/2007	375.28			
						375.28			
						CHECK TOTAL			
						1,170.00	JULY-2007	27674	
1385 CRAWFORD COUNTY	1 101E133 940010	JAIBG	UNSHARED	OUTSIDE	09/04/2007	1,170.00			
						1,170.00			
						CHECK TOTAL			
2164 CRAWFORD COUNTY TREASURER	1 101E130 940010	JNET	TRIAL CT	OUTSIDE	09/04/2007	3,189.20	46-8310C	27817	
						342.41			
						3,177.66			
						560.76			
						CHECK TOTAL			
						7,270.03			
2055 U.S. POSTAL SERVICE (POST	1 0101A 103000	GF ASSET	POST INV	08/30/2007	1,000.00		SEPT-07-ADMT	27880	
						1,000.00			
						CHECK TOTAL			
						150.00	72556	27747	
1065 CROSSROADS INDUSTRIES	1 0701L 271000	GEN AGENCY	INVT	08/29/2007	150.00				
						150.00			
						CHECK TOTAL			

09/04/2007
11:51 MAF

OTSEGO COUNTY
DETAIL INVOICE LIST

CASH ACCOUNT: 0001A 001000 CASH

WARRANT: B2007-36 09/04/2007

VENDOR	G/L ACCOUNTS	R	PO	TYPE	DUE DATE	AMOUNT	INVOICE	VOUCHER	CHECK
4839	DEMING, JOHN R 1 0516A 026020	00000	DELO TAX	INV 08/27/2007 CHG BACK		116.34	P.R.E-GRANT	27732	
						CHECK TOTAL			
						116.34			
4839	DEMING, JOHN R 1 0516A 026020	00000	DELO TAX	INV 08/27/2007 CHG BACK		87.26	P.R.E.-GRANT	27731	
						CHECK TOTAL			
						87.26			
4839	DEMING, JOHN R 1 0516A 026020	00000	DELO TAX	INV 08/27/2007 CHG BACK		27.44	PRE-GRANTED	27754	
						CHECK TOTAL			
						27.44			
1081	DOVER TOWNSHIP 1 0701L 274006	00001	GEN AGENCY	INV 08/27/2007 UND FOREST		107.99	JOBURG-SCH	27737	
						CHECK TOTAL			
						107.99			
4357	ELMIRA TWP TREASURER 1 0701L 274006	00000	GEN AGENCY	INV 08/27/2007 UND FOREST		923.19	GAYLORD-SCH	27733	
						CHECK TOTAL			
						923.19			
4834	EMBRER, DAVID & GAYLE 1 0516A 026020	00000	DELO TAX	INV 08/27/2007 CHG BACK		22.30	TAXABLE-RED	27721	
						CHECK TOTAL			
						22.30			
1528	EMPLOYERS MUTUAL CASUALTY 1 0701L 271000	00000	GEN AGENCY	INV 08/29/2007 RESTITUT		200.00	72575-72576	27742	
						CHECK TOTAL			
						200.00			
4194	FARM BUREAU INSURANC 1 0701L 271000	00000	GEN AGENCY	INV 08/29/2007 RESTITUT		40.00	72502	27746	
						CHECK TOTAL			
						40.00			
3680	GALLMEIER, MICHAEL 1 101E133 940010 RDSS	00000	UNSHARED	INV 09/04/2007 OUTSIDE		28.00	8-1-07	27704	
						CHECK TOTAL			
						28.00			
3680	GALLMEIER, MICHAEL 1 292B662 930830	00000	CHILD CARE	INV 09/04/2007 CARE GIVER		8.00	8-1-07A	27710	
						CHECK TOTAL			
						8.00			

09/04/2007
11:51 MAF

OTSEGO COUNTY
DETAIL INVOICE LIST

CASH ACCOUNT: 0001A 001000 CASH WARRANT: B2007-36 09/04/2007

VENDOR	G/L ACCOUNTS	R	PO	TYPE	DUE DATE	AMOUNT	INVOICE	VOUCHER	CHECK
2281 GASLIGHT MEDIA	1 101E864 930240	00000	DISTRIBUTE	INV 08/30/2007	800.00	800.00	20884	27787	
				NETWORK		800.00			
				CHECK TOTAL		800.00			
1119 GAYLORD COMMUNITY SCHOOLS	1 292E662 801030	00000	CHILD CARE	INV 09/04/2007	21,691.39	21,691.39	TOP-A-JUN07	27696	
				TECHNICAL		21,691.39			
				CHECK TOTAL		21,691.39			
4703 GELOW, GARY	1 101E131 801021	00000	CIRCT CT	INV 09/04/2007	11,041.67	11,041.67	SEP-2007	27830	
				CRT ATTNY		11,041.67			
				CHECK TOTAL		11,041.67			
1730 STEPHANY GODDARD	1 101E131 930830	00000	CIRCT CT	INV 09/04/2007	34.50	34.50	07-7793-GA	27678	
				CARE GIVER		34.50			
				CHECK TOTAL		34.50			
4844 GROVE, DORIS J	1 0516A 026020	00000	DELQ TAX	INV 08/27/2007	132.74	132.74	REFUND-PRE	27750	
				CHG BACK		132.74			
				CHECK TOTAL		132.74			
4219 GUNSELL, JOSHUA	1 0701L 271148	00000	GEN AGENCY	INV 09/04/2007	50.00	50.00	1205	27727	
				RESTITUT		50.00			
				CHECK TOTAL		50.00			
4833 HARRELL, JAMES R	1 0516A 026020	00000	DELQ TAX	INV 08/27/2007	10.81	10.81	TAXABLE-VAL	27697	
				CHG BACK		10.81			
				CHECK TOTAL		10.81			
4845 DANIEL HARTMAN	1 101E131 801022	00000	CIRCT CT	INV 09/04/2007	75.00	75.00	07-7794-MI	27826	
				PRB ATTNY		75.00			
				CHECK TOTAL		75.00			
4837 HAWLEY JR, RUSSELL & TIFF	1 0516A 026020	00000	DELQ TAX	INV 08/27/2007	594.47	594.47	PRE-GRANT	27729	
				CHG BACK		594.47			
				CHECK TOTAL		594.47			
3621 HAYWORTH, RODNEY	1 0701L 271148	00000	GEN AGENCY	INV 09/04/2007	100.00	100.00	1203	27724	
				RESTITUT		100.00			
				CHECK TOTAL		100.00			

09/04/2007
11:51 MAF

OTSEGO COUNTY
DETAIL INVOICE LIST

CASH ACCOUNT: 0001A 001000 CASH

WARRANT: B2007-36 09/04/2007

VENDOR	G/L ACCOUNTS	R	PO	TYPE	DUE DATE	AMOUNT	INVOICE	VOUCHER	CHECK
4149 IMPREST CASH-SUSAN PREMIO	1 07011 232004 EVTS	00000	GEN AGENCY	INV	08/30/2007	80.34	1050	27791	
				STPDLPMNT					
				CHECK TOTAL		100.00			
1151 MIKE JAROSZ	1 101E332 726050	0000069000858	MOTORCYCLE	INV	08/30/2007	13.65	082007	27775	
	2 101E332 801030	MOTORCYCLE	MAINT SUPP			533.00			
	3 101E332 930500	MOTORCYCLE	TECHNICAL TRAVEL			15.00			
				CHECK TOTAL		561.65			
2502 JOHANNESBURG/LEWISTON SCH	1 07011 271148	00000	GEN AGENCY	INV	09/04/2007	100.00	1202	27725	
				RESTITUT					
				CHECK TOTAL		100.00			
2502 JOHANNESBURG/LEWISTON SCH	1 07011 271148	00000	GEN AGENCY	INV	09/04/2007	25.00	1204	27726	
				RESTITUT					
				CHECK TOTAL		25.00			
4832 KARSLAKE, KEITH & NICOLE	1 0516A 026020	00000	DELO TAX	INV	08/27/2007	1,034.44	P.R.E.-GRANT	27695	
				CHG BACK					
				CHECK TOTAL		1,034.44			
1156 KMART	1 07011 271000	00001	GEN AGENCY	INV	08/29/2007	220.77	72238-72239	27741	
				RESTITUT					
				CHECK TOTAL		220.77			
2809 LIVINGSTON TOWNSHIP TREAS	1 07011 274006	00000	GEN AGENCY	INV	08/27/2007	32.19	GAYLORD-SCH	27734	
				UND FOREST					
				CHECK TOTAL		32.19			
4827 KRISTIN N. LUBS	1 233E690 940010	0000690000862	SCDBG HOUSING	INV	08/30/2007	961.36	100646	27778	
				OUTSIDE					
				CHECK TOTAL		961.36			
4294 MUTUAL OF OMAHA	1 101E131 704140	00001	CIRCT CT	INV	09/04/2007	476.81	000019427161	27831	
	2 292E662 704140	CHILD CARE	LIFE/DISAB			79.29			
	3 101E141 704140	FOC	LIFE/DISAB			171.49			
	4 215E141 704140	FOC	LIFE/DISAB			30.26			
				CHECK TOTAL		757.85			

09/04/2007
11:51 MAF

OTSEGO COUNTY
DETAIL INVOICE LIST

CASH ACCOUNT: 0001A 001000 CASH WARRANT: B2007-36 09/04/2007

VENDOR	G/L ACCOUNTS	R	PO	TYPE	DUE DATE	AMOUNT	INVOICE	VOUCHER	CHECK
4294	MUTUAL OF OMAHA								
	1 0704L 231870	00001		INV	08/29/2007	757.85			
		PAYROLL		INS-LIFE/D					
						2,551.50	9-2007	27752	
						CHECK TOTAL			
						2,551.50			
2476	NORTHERN CREDIT BUREAU								
	1 233E690 930150 5CDBG HOUSING	0000069000857		INV	08/30/2007	28.65			
				SVC CHGS					
						28.65	7658	27774	
						CHECK TOTAL			
						28.65			
4826	OFFICE DEPOT								
	1 617E253 726000	00000		INV	08/24/2007	149.99			
		TAX FORECL		SUPPLIES					
						149.99	396141856-00	27677	
						CHECK TOTAL			
						149.99			
1919	OMH MEDICAL GROUP & MEDCA								
	1 101E301 726000	00000		INV	08/22/2007	270.00			
	2 588E699 940010	SHERIFF		SUPPLIES					
	3 101E261 726000	OPERATIONS		OUTSIDE					
		COOP EXT		SUPPLIES					
						270.00	7-2007	27632	
						CHECK TOTAL			
						270.00			
1545	OMS COMPLIANCE SERVICES I								
	1 101E721 726000	00000		INV	08/29/2007	43788			
	2 249E371 726000	PLAN ZONE		SUPPLIES					
		BUILDING		SUPPLIES					
						43788		27753	
						CHECK TOTAL			
						43788			
1872	OTSEGO COUNTY								
	1 292E662 801030	00000		INV	09/04/2007	70887			
		CHILD CARE		TECHNICAL					
						70887		27717	
						CHECK TOTAL			
						70887			
2649	OTSEGO COUNTY TREAS								
	1 0516A 026020	00000		INV	08/27/2007	112.50			
		DELO TAX		CHG BACK					
						112.50			
						CHECK TOTAL			
						112.50			
4843	CARL PETERSON								
	1 0701L 271000	00000		INV	08/29/2007	681.72			
		GEN AGENCY		RESTITUT					
						681.72	71141-70506	27749	
						CHECK TOTAL			
						681.72			
1255	POSTMASTER								
	1 0701L 271000	00001		INV	08/29/2007	50.87			
		GEN AGENCY		RESTITUT					
						50.87	72364	27740	
						CHECK TOTAL			
						50.87			

09/04/2007
11:51 MAF

OTSEGO COUNTY
DETAIL INVOICE LIST

CASH ACCOUNT: 0001A 001000 CASH

WARRANT: B2007-36 09/04/2007

VENDOR	G/L ACCOUNTS	R	PO	TYPE	DUE DATE	AMOUNT	INVOICE	VOUCHER	CHECK
1256 PROTECTION ONE						CHECK TOTAL			
1 101E141	920400	00001		INV	09/04/2007	100.00			
2 215E141	920400	FOC		MAINT SVC			8-20-07	27819	
		FOC		MAINT SVC		50.74			
						8.95			
						CHECK TOTAL			
						59.69			
						59.69			
1554 REDWOOD TOXICOLOGY LABORA									
1 292E662	930999	00000		INV	09/04/2007	218.00	01225920077	27716	
		CHILD CARE		OTH SVCS		218.00			
						CHECK TOTAL			
						218.00			
4801 RALPH & PATRICIA ROBARGE									
1 0701L	271000	00000		INV	08/29/2007	50.00	61695	27738	
		GEN AGENCY		RESTITUT		50.00			
						CHECK TOTAL			
						50.00			
1867 ROSCOMMON COUNTY									
1 292E662	930810	00000		INV	09/04/2007	6,004.00	974	27712	
		CHILD CARE		OTHR INST		6,004.00			
						CHECK TOTAL			
						6,004.00			
3402 SAGINAW COUNTY									
1 292E662	930810	00000		INV	09/04/2007	1,800.00	2007-0002920	27718	
		CHILD CARE		OTHR INST		1,800.00			
						CHECK TOTAL			
						1,800.00			
2060 SANE									
1 0701L	271000	00000		INV	08/29/2007	50.00	72569	27739	
		GEN AGENCY		RESTITUT		50.00			
						CHECK TOTAL			
						50.00			
1544 GLORIA SAWYER									
1 292E662	930830	00000		INV	09/04/2007	8.00	7-17-07	27708	
		CHILD CARE		CARE GIVER		8.00			
						CHECK TOTAL			
						8.00			
1544 GLORIA SAWYER									
1 101E133	940010	00000		INV	09/04/2007	56.00	7-24-07	27702	
		UNSHARED		OUTSIDE		56.00			
						CHECK TOTAL			
						56.00			
1544 GLORIA SAWYER									
1 292E662	930500	00000		INV	09/04/2007	18.00	7-24-07A	27709	
2 292E662	930830	CHILD CARE		TRAVEL		18.00			
		CHILD CARE		CARE GIVER		9.00			
						CHECK TOTAL			
						27.00			
1544 GLORIA SAWYER									
1 101E133	940010	00000		INV	09/04/2007	32.00	8-16-07	27703	
		UNSHARED		OUTSIDE		32.00			
						CHECK TOTAL			
						123.00			

OTSEGO COUNTY
DETAIL INVOICE LIST

CASH ACCOUNT: 0001A 001000 CASH

WARRANT #: B2007-36 09/04/2007

VENDOR	G/L ACCOUNTS	R	PO	TYPE	DUPLICATE	AMOUNT	INVOICE	VOUCHER	CHECK
1432 THOMAS SAWYER	1 292E662 930500	00000	CHILD CARE	INV	09/04/2007	13.80	7-17-07	27705	
	2 292E662 930830	00000	CHILD CARE	CARE GIVER		8.00			
						21.80	7-21-07	27698	
1432 THOMAS SAWYER	1 101E133 930500	00000	UNSHARED	INV	09/04/2007	688.64			
	2 101E133 940010	00000	UNSHARED	TRAVEL OUTSIDE		186.00			
						874.64	7-24-07	27707	
1432 THOMAS SAWYER	1 292E662 930830	00000	CHILD CARE	INV	09/04/2007	18.00			
				CARE GIVER					
						18.00	7-31-07	27699	
1432 THOMAS SAWYER	1 101E133 930500	00000	UNSHARED	INV	09/04/2007	40.74			
	2 101E133 940010	00000	UNSHARED	TRAVEL OUTSIDE		28.00			
						68.74	8-1-07A	27706	
1432 THOMAS SAWYER	1 292E662 930500	00000	CHILD CARE	INV	09/04/2007	13.80			
	2 292E662 930830	00000	CHILD CARE	CARE GIVER		8.00			
						21.80	8-16-07	27701	
						72.74			
						1,384.89			
3787 BRUCE SCOTT	1 233E690 940010	00000	SCDEG HOUSING	INV	08/30/2007	200.00	062007	27780	
				OUTSIDE					
						200.00			
						200.00			
4838 SERINO, THOMAS A	1 0516A 026020	00000	DELTQ TAX	INV	08/27/2007	142.96	TAXABLE-RED	27730	
				CHG BACK					
						142.96			
						142.96			
1278 HOWARD I SHIFMAN PC	1 260E270 801020	00000	HR	INV	08/22/2007	2,208.00	10661	27631	
				PROFESSNL					
						2,208.00			
						2,208.00			
4835 SHOE DEPARTMENT	1 0701L 271148	00000	GEN AGENCY	INV	09/04/2007	39.98	1206	27723	
				RESTITUT					
						39.98			

09/04/2007
11:51 MAF

OTSEGO COUNTY
DETAIL INVOICE LIST

CASH ACCOUNT: 0001A 001000 CASH

WARRANT: B2007-36 09/04/2007

VENDOR	G/L ACCOUNTS	R	PO	TYPE	DUE DATE	AMOUNT	INVOICE	VOUCHER	CHECK
2795 ARTHUR SMITH	1 101E131 930830	00000		INV	09/04/2007	39.98			
	2 101E131 930500	CIRCT CT		CARE GIVER TRAVEL		30.00	00-6677-GA	27824	
		CIRCT CT				7.80			
						37.80	07-7798-GA	27825	
2795 ARTHUR SMITH	1 101E131 930830	00000		INV	09/04/2007	37.80			
	2 101E131 930500	CIRCT CT		CARE GIVER TRAVEL		7.80			
						37.80			
						75.60			
						600.00	6-30-07C	27720	
3006 SAULT STE MARIE TRIBE	1 292E662 930810	00000		INV	09/04/2007	600.00			
		CHILD CARE		OTHER INST		600.00			
3006 SAULT STE MARIE TRIBE	1 292E662 930810	00000		INV	09/04/2007	1,080.00			
		CHILD CARE		OTHER INST		1,080.00	7-31-07A	27713	
						600.00			
						2,280.00			
1979 THERESA'S TRANSCRIPTION	1 101E131 801030	00000		INV	09/04/2007	23.50			
		CIRCT CT		TECHNICAL		23.50	8240	27827	
1979 THERESA'S TRANSCRIPTION	1 101E131 801030	00000		INV	09/04/2007	166.85			
		CIRCT CT		TECHNICAL		166.85	8362	27821	
						190.35			
3280 TOTAL POWERSPORTS	1 101E332 920400	00000		INV	08/30/2007	25.48			
		MOTORCYCLE		MAINT SVC		25.48	29826	27777	
						25.48			
1683 TRACTOR SUPPLY CO-DEPT	1 588E699 726025	00000		INV	08/30/2007	19.58			
		OPERATIONS		JANITORIAL		19.58	2713250311	27784	
						19.58			
						19.58			
1122 VERIZON NORTH	1 588E699 930210	00001		INV	08/30/2007	61.48			
		OPERATIONS		TELEPHONE		61.48	0002230807	27782	
						61.48			
1122 VERIZON NORTH	1 101E141 930210	00001		INV	09/06/2007	44.31			
	2 215E141 930210	FOC		TELEPHONE		44.31	8-16-07	27820	
		FOC		TELEPHONE		7.82			
						52.13			

09/04/2007
11:51 MAF

OTSEGO COUNTY
DETAIL INVOICE LIST

CASH ACCOUNT: 0001A 001000 CASH

WARRANT: B2007-36 09/04/2007

VENDOR	G/L ACCOUNTS	R	PO	TYPE	DUE DATE	AMOUNT	INVOICE	VOUCHER	CHECK
1122 VERIZON NORTH	1 637E265 930210	00001		BLDG GRNDS	08/30/2007	210.00	9403010807	27882	
				TELEPHONE		323.61			
				INVOICE TOTAL		210.00			
2406 VILLAGE MARKET	1 0701L 271000	00000		GEN AGENCY	08/29/2007	19.50	72485	27745	
				RESTITUT		19.50			
				INVOICE TOTAL		19.50			
1400 WALMART COMMUNITY BRC	1 212E430 726000	000021200855		ANM CTRL	08/30/2007	465.11	JULY-07	27855	
				SUPPLIES		465.11			
				INVOICE TOTAL		465.11			
1413 WASTE MANAGEMENT	1 588E699 940010	0000069901118		OPERATIONS	08/30/2007	82.93	043382718385	27781	
				OUTSIDE		82.93			
				INVOICE TOTAL		82.93			
2860 WINN TELECOM	1 212E430 930210	0000021200857		ANM CTRL	08/30/2007	125.01	70576320807	27856	
				TELEPHONE		125.01			
				INVOICE TOTAL		125.01			
2860 WINN TELECOM	1 261E427 930210	0000042700739		EMGR SYCS	08/30/2007	66.95	73210690707	27773	
				TELEPHONE		66.95			
				INVOICE TOTAL		66.95			
4797 WKPK	1 0701L 271000	00000		GEN AGENCY	08/29/2007	200.00	72449	27743	
				RESTITUT		200.00			
				INVOICE TOTAL		200.00			
4729 WOLFGANG,STEPHANIE	1 0701L 271000	00000		GEN AGENCY	08/29/2007	50.00	72589	27748	
				RESTITUT		50.00			
				INVOICE TOTAL		50.00			
=====									
107 INVOICES						84,469.29			
						84,469.29			
						8,148,926.38			
=====									
						84,469.29			
						8,148,926.38			
=====									

09/06/2007
10:37 MAF

OTSEGO COUNTY
DETAIL INVOICE LIST

CASH ACCOUNT: 0001A 001000 CASH

WARRANT: B2007-37 09/06/2007

VENDOR	G/L ACCOUNTS	R	PO	TYPE	DUE DATE	AMOUNT	INVOICE	VOUCHER	CHECK
3957 JACQUELIN ALLSOPE									
1 101E721	703040	0000072000817	INV	PER DIEM	08/30/2007	35.00	AUG-07	27893	
2 101E721	930500	PLAN ZONE	TRAVEL			6.00			
						41.00			
						41.00			
1570 ALLTEL									
1 588E699	930210	0000069901130	INV	TELEPHONE	08/30/2007	149.97	AUG-21-07	27935	
		OPERATIONS							
						149.97			
4370 ALPINE TRANSMISSION									
1 212E430	920400	0000021200860	INV	MAINT SVC	08/30/2007	165.26	627	27875	
		ANM CTRL				165.26			
						165.26			
4854 ANDERSON, JOHN,									
1 0701L	271000	00000	INV	RESTITUT	08/30/2007	380.00	MAR-AUG-07	27767	
		GEN AGENCY				380.00			
						380.00			
4850 STEPHEN BUTKA									
1 2490260	451010	0000037100790	INV	BLDG PRMTS	08/30/2007	165.00	REFUND	27885	
		P/S CHG/SV				165.00			
						165.00			
1048 CARQUEST AUTO PARTS									
1 588E699	726025	0000069901104	INV	JANITORIAL	08/30/2007	30.84	562026285	27798	
		OPERATIONS				30.84			
						30.84			
1048 CARQUEST AUTO PARTS									
1 588E699	726050	0000069901123	INV	MAINT SUPP	08/30/2007	221.52	562026626	27945	
		OPERATIONS				221.52			
						221.52			
1711 CASE CREDIT									
1 588E699	726050	0000069901108	INV	MAINT SUPP	08/30/2007	243.67	22457	27795	
		OPERATIONS				243.67			
						243.67			
1711 CASE CREDIT									
1 588E699	726050	0000069901109	INV	MAINT SUPP	08/30/2007	544.46	22508	27802	
		OPERATIONS				544.46			
						544.46			
1711 CASE CREDIT									
1 588E699	726050	0000069901110	INV	MAINT SUPP	08/30/2007	393.98	22539	27801	
		OPERATIONS				393.98			
						393.98			
1711 CASE CREDIT									
1 588E699	726050	0000069901121	INV	MAINT SUPP	08/30/2007	42.18	22550	27810	
		OPERATIONS				42.18			
						42.18			
1711 CASE CREDIT									
1 588E699	726050	0000069901131	INV	MAINT SUPP	08/30/2007	22628	22628	27936	

09/06/2007
10:37 MAF

OTSEGO COUNTY
DETAIL INVOICE LIST

CASH ACCOUNT: 0001A 001000 CASH

WARRANT: B2007-37 09/06/2007

VENDOR	G/L ACCOUNTS	R	PO	TYPE	DUE DATE	AMOUNT	INVOICE	VOUCHER	CHECK
1492 DTE ENERGY	1 588E699	930610	0000069901129	INV	08/30/2007	20.00	1000240807	27948	
			OPERATIONS	NATURL GAS					
1492 DTE ENERGY	1 637E265	930610	00000	INV	08/30/2007	20.00	133000140807	27927	
			SILLI BLDG GRNDS	NATURL GAS					
						35.64			
						CHECK TOTAL			
						35.64			
						55.64			
1082 DUNNS	1 0101A	106000	00000	INV	08/30/2007	51.80	595222	27814	
			GF ASSET	SUPP INV					
1082 DUNNS	1 588E699	726000	0000069901105	INV	08/30/2007	51.80	595653	27879	
			OPERATIONS	SUPPLIES					
						25.90			
						CHECK TOTAL			
						25.90			
						77.70			
1058 EMPIRIC SOLUTIONS INC	1 101E301	920410	00000	INV	08/30/2007	3831	27950		
			SHERIFF	SVC CNTRCT					
			CIRCT CT	MAINT SVC					
			TRS DELQ	SUPPLIES					
			IT	MAINT SVC					
			EMGR SVCS	SVC CNTRCT					
			PROSECUTOR	MAINT SVC					
			TREASURER	MAINT SVC					
			PARKS	MAINT SVC					
			BUILDING	MAINT SUPP					
			EQ	MAINT SUPP					
						81.90			
						63.45			
						1,237.42			
1058 EMPIRIC SOLUTIONS INC	1 101E131	801020	00000	INV	08/30/2007	3832	27932		
			CIRCT CT	PROFESSNL					
			IT	PROFESSNL					
						1,240.00			
						1,940.00			
						CHECK TOTAL			
						3,180.00			
						4,417.42			
1080 FIDLAR DOUBLEDAY INC	1 101E141	726000	00001	INV	09/15/2007	90.05	W19696-IN	27688	
			FOC	SUPPLIES					
			FOC	SUPPLIES					
						15.89			
						CHECK TOTAL			
						105.94			
						105.94			
4862 FOGLE, NANCY	1 0516A	026020	00000	INV	08/30/2007	1,234.60	BOR-REFUND	27818	
			DELQ TAX	CHG BACK					
						1,234.60			
						CHECK TOTAL			
						1,234.60			
						1,234.60			
1103 SHERRY FORBES	1 101E131	726025	00000	INV	09/11/2007	150.00	OCT-2007	27918	
			CIRCT CT	JANITORIAL					

09/06/2007
10:37 MAF

OTSEGO COUNTY
DETAIL INVOICE LIST

CASH ACCOUNT: 0001A 001000 CASH

WARRANT: B2007-37 09/06/2007

VENDOR	G/L ACCOUNTS	R	PO	TYPE	DUE DATE	AMOUNT	INVOICE	VOUCHER	CHECK
2281 GASLIGHT MEDIA	1 212E430 920410	FOC		JANITORIAL		127.50			
	3 215E141 726025	FOC		JANITORIAL		22.50			
						CHECK TOTAL			
						300.00			
						300.00			
2281 GASLIGHT MEDIA	1 588E699 940010	OPERATIONS		OUTSIDE		59.95	20881	27872	
						CHECK TOTAL			
						59.95	20882	27799	
1119 GAYLORD COMMUNITY SCHOOLS	1 101E332 920510	MOTORCYCLE		RENT-BLDG		130.00	1879	27919	
						CHECK TOTAL			
						130.00			
						130.00			
1117 GAYLORD FORD	1 588E699 726050	OPERATIONS		MAINT SUPP		567.03	13497	27807	
						CHECK TOTAL			
						567.03			
						567.03			
1134 GAYLORD HERALD TIMES	1 588E699 930300	OPERATIONS		ADVERTISE		204.00	AUG-07	27938	
						CHECK TOTAL			
						204.00			
						204.00			
2862 GAYLORD VETERINARY SERVIC	1 212E430 930980	ANM CTRL		STERILIZE		72.00	082307	27873	
						CHECK TOTAL			
						72.00			
						72.00			
1078 GIL-ROYS HARDWARE	1 637E265 726050	BLDG GRNDS		MAINT SUPP		91.17	AUG-07	27861	
						CHECK TOTAL			
						91.17			
						91.17			
1530 GORDON FOOD SERVICES	1 637E265 726000	BLDG GRNDS		SUPPLIES		114.65	788051089	27860	
						CHECK TOTAL			
						114.65			
						114.65			
4122 HARKNESS, PATRICIA	1 101E721 703040	PLAN ZONE		PER DIEM		70.00	AUG-07	27891	
	2 101E721 930500	PLAN ZONE		TRAVEL		4.50			
						CHECK TOTAL			
						74.50			
						74.50			

09/06/2007
10:37 MAF

OTSEGO COUNTY
DETAIL INVOICE LIST

PG 5
apwarrnt

CASH ACCOUNT: 0001A 001000 CASH

WARRANT: B2007-37 09/06/2007

VENDOR	G/I ACCOUNTS	R	PO	TYPE	DUE DATE	AMOUNT	INVOICE	VOUCHER	CHECK
3978 HELLO DIRECT	1 101E131	00000		INV	09/09/2007	74.50			
		CIRCT CT		SUPPLIES			HD01080435	27686	
						163.06			
3978 HELLO DIRECT	1 101E131	00000		INV	09/13/2007	163.06			
		CIRCT CT		SUPPLIES			HD01082044	27687	
						21.99			
						21.99			
						185.05			
3171 MARCIA HODGE	1 101E131	00000		INV	09/11/2007	37.20			
		CIRCT CT		CARE GIVER			02-7075-GL	27915	
		CIRCT CT		TRAVEL					
						30.00			
						7.20			
						37.20			
						37.20			
1135 HOEKSTRA TRANSPORTATION I	1 588E699	0000069901126	INV	08/30/2007	1,000.08	1,000.08	C10056064	27939	
		OPERATIONS	MAINT SUPP			1,000.08			
						1,000.08			
						10.00			
						10.00			
2197 MARLENE HOPP	1 233E690	0000069000864	INV	08/30/2007	10.00	10.00	REIMB	27878	
		HOUSING	TRAINING			10.00			
						10.00			
						10.00			
1145 IMAGE FACTORY INC	1 101E145	00000		INV	09/11/2007	129.87			
		JURY	SUPPLIES						
						92.00			
						92.00			
1145 IMAGE FACTORY INC	1 101E131	00000		INV	09/11/2007	151.00			
		CIRCT CT	SUPPLIES				13034	27684	
						151.00			
						243.00			
						243.00			
2562 IMPREST CASH, OTSEGO COUN	1 588E699	0000069901113	INV	08/30/2007	20.00	20.00	0763-TOKENS	27796	
		OPERATIONS	SUPPLIES			20.00			
						20.00			
2562 IMPREST CASH, OTSEGO COUN	1 588E699	0000069901134	INV	08/30/2007	34.00	34.00	AUG-07	27943	
		OPERATIONS	SUPPLIES			34.00			
		OPERATIONS	JANITORIAL			4.21			
						4.21			
						38.21			
2562 IMPREST CASH, OTSEGO COUN	1 588E699	0000069901112	INV	08/30/2007	25.00	25.00	REIMB	27857	
		OPERATIONS	SUPPLIES			25.00			
						25.00			
						83.21			
						83.21			
2282 IMPREST CASH, OTSEGO COUN	0000030100848	INV	08/30/2007				083107	27923	

09/06/2007
10:37 MAF

OTSEGO COUNTY
DETAIL INVOICE LIST

CASH ACCOUNT: 0001A 001000 CASH

WARRANT: B2007-37 09/06/2007

VENDOR	G/L ACCOUNTS	R	PO	TYPE	DUE DATE	AMOUNT	INVOICE	VOUCHER	CHECK
1845	INTERNATIONAL CODE COUNCI								
	1 249E371 801020			BUILDING	PROFESSNL	46.50	BOOKS	27887	
						CHECK TOTAL			
						119.22			
4863	JAMES E TAYLOR								
	1 0516A 026020			DELQ TAX	CHG BACK	1,234.60	BOR-REFUND	27822	
						CHECK TOTAL			
						1,234.60			
1151	MIKE JAROSZ								
	1 101E332 726050			MOTORCYCLE	MAINT SUPP	75.16	082707	27922	
	2 101E332 801030			MOTORCYCLE	TECHNICAL	325.00			
						CHECK TOTAL			
						400.16			
1337	JIM WERNIG INC								
	1 588E699 726050			OPERATIONS	MAINT SUPP	191.56	16077	27794	
						CHECK TOTAL			
						191.56			
3932	JOHNSON CONTROLS/YORK INT								
	1 637E265 940010			BIDG GRNDS	OUTSIDE	105.00	9201001423	27858	
						CHECK TOTAL			
						105.00			
3256	KAM'S TOWING								
	1 212E430 920400			ANM CTRL	MAINT SVC	50.00	082007	27874	
						CHECK TOTAL			
						50.00			
2839	KENNETH ARNDT								
	1 101E721 703040			PLAN ZONE	PER DIEM	35.00	AUG-07	27894	
	2 101E721 930500			PLAN ZONE	TRAVEL	3.00			
						CHECK TOTAL			
						38.00			
1369	CHARLES KLEB								
	1 101E721 703040			PLAN ZONE	PER DIEM	35.00	AUG-07	27892	
	2 101E721 930500			PLAN ZONE	TRAVEL	3.00			
						CHECK TOTAL			
						38.00			

09/06/2007
10:37 MAF

OTSEGO COUNTY
DETAIL INVOICE LIST

CASH ACCOUNT: 0001A 001000 CASH

WARRANT: B2007-37 09/06/2007

VENDOR	G/L ACCOUNTS	R	PO	TYPE	DUE DATE	AMOUNT	INVOICE	VOUCHER	CHECK
4421 WILLIAM KNAPP	00000			INV	09/11/2007	38.00			
1 101E131	930830	CIRCT CT		CARE GIVER		30.00	06-7581-GA	27913	
2 101E131	930500	CIRCT CT		TRAVEL		9.60			
4421 WILLIAM KNAPP	00000			INV	09/11/2007	39.60			
1 101E131	930830	CIRCT CT		CARE GIVER		30.00	06-7656-GA	27914	
2 101E131	930500	CIRCT CT		TRAVEL		3.00			
4840 LARRY'S ELECTRIC	0000037100788			INV	08/30/2007	33.00			
1 2490260	451010	P/S CHG/SV		BLDG PRMTS		72.60	PE060235	27886	
3595 LAWSON PRODUCTS, INC.	0000069901135			INV	08/30/2007	93.00			
1 588E699	726050	OPERATIONS		MAINT SUPP		93.00	5983804	27933	
1165 LISTVAN PLUMBING & HEATTN	00000			INV	08/30/2007	215.77			
1 637E265	726050	BLDG GRNDS		MAINT SUPP		215.77	102869	27862	
1165 LISTVAN PLUMBING & HEATTN	0000021200854			INV	08/30/2007	1,200.48			
1 212E430	920400	ANM CTRL		MAINT SVC		103.00	102881	27871	
1999 MAA EDUCATION	0000025700733			INV	08/30/2007	1,303.48			
1 101E257	704400	EQ		TRAINING		150.00	TRNG	27926	
4564 MAC TOOLS	0000069901138			INV	08/30/2007	150.00			
1 588E699	726050	OPERATIONS		MAINT SUPP		150.00	33401	27934	
4537 MACAO-MI ASSOC OF COUNTIE	00000			INV	08/30/2007	24.39			
1 645E172	930600	ADMIN		MEMB/DUES		24.39	08-DUES	27812	
4349 MICHAEL MANG	0000072000819			INV	08/30/2007	190.00			
1 101E721	703040	PLAN ZONE		PER DIEM		190.00	AUG-07	27890	

09/06/2007
10:37 MAF

OTSEGO COUNTY
DETAIL INVOICE LIST

CASH ACCOUNT: 0001A 001000 CASH

WARRANT: B2007-37 09/06/2007

VENDOR	G/L	ACCOUNTS	R	PO	TYPE	DUE DATE	AMOUNT	INVOICE	VOUCHER	CHECK
1170 TIMOTHY MCPHERSON	1	101E332	801020		MOTORCYCLE	PROFESSNL	234.00	082407	27921	
	2	101E332	930500		MOTORCYCLE	TRAVEL	45.00			
							279.00	082607	27920	
1170 TIMOTHY MCPHERSON	1	101E332	940010		DONAT	MOTORCYCLE	105.99			
						OUTSIDE	384.99			
							105.99			
4073 JOSEPH MESSENGER	1	101E648	801020		MED EXAM	PROFESSNL	150.00	AUG-07	27865	
							150.00			
1203 MID STATES BOLT & SCREW	1	588E699	726050		OPERATIONS	MAINT SUPP	6.97	3028668	27808	
							6.97			
2754 MMEMA	1	0101L	291000		GF LIAB	OTHER LIAB	29,513.43	R683	27813	
							29,513.43			
1215 CAROL NELSON SNYDER	1	101E648	801020		MED EXAM	PROFESSNL	150.00	AUG-07	27866	
							150.00			
1217 NELSONS FUNERAL HOME	1	101E648	930460		MED EXAM	TRANSPORT	1,150.00	COVIEO	27928	
							1,150.00			
1219 NEW CENTURY SIGNS	1	266E901	970420		CAP OUTLAY	PROP-VEHC	318.09	6705	27803	
							318.09			
4867 NICHOLSON & KRUSNIAK	1	101E131	801022		CIRCT CT	PRB ATTN	138.00	07-7800-MI	27916	
							138.00			
1230 NYE UNIFORM COMPANY							179956		27904	

09/06/2007
10:37 MAF

OTSEGO COUNTY
DETAIL INVOICE LIST

CASH ACCOUNT: 0001A 001000 CASH

WARRANT: B2007-37 09/06/2007

VENDOR	G/L ACCOUNTS	R	PO	TYPE	DUE DATE	AMOUNT	INVOICE	VOUCHER	CHECK
4822	OGEMAM VETERINARY CLINIC								
	1 212E430 930980			ANM CTRL	08/30/2007	87.00	26423	27876	
				STERILIZE		87.00			
				INV	08/30/2007	87.00			
				SUPPLIES		87.00			
				TRANSPORT		87.00			
				CHECK TOTAL		87.00			
1235	OTSEGO COUNTY EMS								
	1 101E648 726000			MED EXAM		35.00	BACK	27869	
	2 101E648 930460			MED EXAM		355.00			
				INV	08/30/2007	390.00			
				SUPPLIES			BEAL	27870	
				TRANSPORT					
				CHECK TOTAL		365.00			
1235	OTSEGO COUNTY EMS								
	1 101E648 930460			MED EXAM		355.00	BOLIN	27867	
	2 101E648 726000			MED EXAM		35.00			
				INV	08/30/2007	390.00			
				SUPPLIES			PATTONS07	27868	
				TRANSPORT					
				CHECK TOTAL		380.00			
1235	OTSEGO COUNTY EMS								
	1 101E648 930460			MED EXAM		365.00	VANDYKE	27897	
	2 101E648 726000			MED EXAM		35.00			
				INV	08/30/2007	415.00			
				TRANSPORT					
				SUPPLIES					
				CHECK TOTAL		400.00			
3283	OTSEGO COUNTY HABITAT FOR								
	1 233E690 940010			SCDBG HOUSING		10,000.00	-15	27951	
				OUTSIDE					
				INV	08/30/2007	10,000.00			
				CHECK TOTAL		10,000.00			
2649	OTSEGO COUNTY TREAS								
	1 516E253 726000			TRS DELQ		65.47	CONFERENCE-E	27832	
				INV	08/30/2007	65.47			
				SUPPLIES					
				CHECK TOTAL		65.47			
4855	OTSEGO LAKE STATE PK								
	1 0701L 271000			GEN AGENCY		35.00	71545.72315	27768	
				INV	08/30/2007	35.00			
				RESTITUT					
				CHECK TOTAL		35.00			
1243	OTSEGO MEMORIAL HOSPITAL								
				00000			9708129-1	27864	
				INV	08/30/2007				

OTSEGO COUNTY
DETAIL INVOICE LIST

CASH ACCOUNT: 0001A 001000 CASH

WARRANT: B2007-37 09/06/2007

VENDOR	G/L ACCOUNTS	R	PO	TYPE	DUE DATE	AMOUNT	INVOICE	VOUCHER	CHECK
1243	OTSEGO MEMORIAL HOSPITAL								
	1 101E648 930920	MED EXAM		AUTOPSIES		296.00			
						296.00			
						CHECK TOTAL			
						272.00	9712205-1	27863	
1257	THOMAS J PUDVAN								
	1 101E648 801020	MED EXAM		PROFESSNL		1,387.00			
	2 101E648 930210	MED EXAM		TELEPHONE		20.00			
						1,407.00			
						CHECK TOTAL			
						1,407.00			
1894	LINDA L. PYKE								
	1 2490260 451010	P/S CHG/SV		BIDG PRMTS		45.00			
						45.00			
						CHECK TOTAL			
						45.00			
1259	QUILL CORPORATION								
	1 101E131 726000	CIRCT CT		SUPPLIES		53.99			
						53.99			
						CHECK TOTAL			
						53.99	9014877	27690	
1259	QUILL CORPORATION								
	1 101E131 726000	CIRCT CT		SUPPLIES		139.50			
						139.50			
						CHECK TOTAL			
						139.50	9094088	27689	
1678	RADIO SHACK								
	1 588E699 726000	OPERATIONS		SUPPLIES		29.99			
						29.99			
						CHECK TOTAL			
						29.99	10055665	27809	
2686	RANDY STULTS								
	1 101E721 703040	PLAN ZONE		PER DIEM		70.00			
	2 101E721 930500	PLAN ZONE		TRAVEL		6.60			
						76.60			
						CHECK TOTAL			
						76.60	AUG-07	27889	
4846	RUSHLOW, RACHEL								
	1 07011 271000	GEN AGENCY		RESTITUT		13.42			
						13.42			
						CHECK TOTAL			
						13.42	72597	27763	

09/06/2007
10:37 MAF

OTSEGO COUNTY
DETAIL INVOICE LIST

CASH ACCOUNT: 0001A 001000 CASH

WARRANT: B2007-37 09/06/2007

VENDOR	G/L ACCOUNTS	R	PO	TYPE	DUE DATE	AMOUNT	INVOICE	VOUCHER	CHECK
3935 SAFETY-KLEEN	726050			0000069901137 INV	08/30/2007	20.00	0034660017	27942	
1 588E699				OPERATIONS MAINT SUPP		20.00			
4864 SAMPLE, SANDY	026020			00000 DELQ TAX	08/30/2007	1,234.60	BOR-REFUND	27828	
1 0516A				CHG BACK		1,234.60			
1204 SCHINDLER ELEVATOR CORP	940010			00000 BLDG GRNDS	08/30/2007	1,290.87	8101864688	27816	
1 637E265				OUTSIDE		1,290.87			
2795 ARTHUR SMITH	930830			00000 CIRCT CT	09/11/2007	30.00	79-4850-DD	27912	
1 101E131				CARE GIVER		17.70			
2 101E131				TRAVEL		47.70			
1283 SPARTAN SEWER & SEPTIC TA	940010			0000053700831 INV	08/30/2007	210.00	58460	27930	
1 281E537				AIRPORT OUTSIDE		210.00			
1286 STATE CHEMICAL MANUFACTUR	726000			00000 BLDG GRNDS	08/30/2007	129.88	93453961	27859	
1 637E265				SUPPLIES		129.88			
1874 STATE ELECTRONICS	920410			0000030100844 INV	08/30/2007	80.00	98101713d	27804	
1 101E301				SHERIFF SVC CNTRCT		80.00			
1295 STATE OF MICHIGAN	228016			00000 GEN AGENCY	09/04/2007	512.00	AUG-07	27908	
1 0701L				INVT PSTL PRMT		512.00			
1298 STATE OF MICHIGAN	228042			00000 GEN AGENCY	09/04/2007	420.00	AUGUST-07	27907	
1 0701L				ST CRT FND		907.16			
2 0701L				GEN AGENCY		150.98			
3 0701L				GEN AGENCY					

09/06/2007
10:37 MAF

OTSEGO COUNTY
DETAIL INVOICE LIST

CASH ACCOUNT: 0001A 001000 CASH WARRANT: B2007-37 09/06/2007

VENDOR	G/L ACCOUNTS	R	PO	TYPE	DUE DATE	AMOUNT	INVOICE	VOUCHER	CHECK
1299 STATE OF MICHIGAN									
1 0701L	228042	00000		INV	09/04/2007	200.00	AUG-07	27910	
2 0701L	228037	GEN AGENCY		ST CRT FND		135.00			
3 0701L	228006	GEN AGENCY		CRIME VICT		538.80			
4 0701L	228058	GEN AGENCY		PRB SH FEE		1,402.00			
5 0701L	228059	GEN AGENCY		CIVIL FILE		551.95			
				JSTCE SYS					
						5,733.75			
				CHECK TOTAL		5,733.75			
1920 MI DEPT. OF STATE									
1 0701L	228005	00001		INV	09/04/2007	18.00	AUG-07	27909	
		GEN AGENCY		NOTARY					
						18.00			
				CHECK TOTAL		18.00			
4853 STATE OF MICHIGAN,									
1 0701L	271000	00000		INV	08/30/2007	330.00	71898	27766	
		GEN AGENCY		RESTITUT					
						330.00			
				CHECK TOTAL		330.00			
4858 SUTTER, RUSSELL,									
1 0701L	271000	00000		INV	08/30/2007	3.00	72602	27770	
		GEN AGENCY		RESTITUT					
						3.00			
				CHECK TOTAL		3.00			
1307 TARGET INFORMATION MANAGE									
1 101E131	726000	00000		INV	09/10/2007	86.45	247337	27693	
		CIRCT CT		SUPPLIES					
						86.45			
				CHECK TOTAL		86.45			
1347 TELEPHONE SUPPORT SYSTEMS									
1 101E141	920400	00000		INV	09/10/2007	56.74	35904	27793	
2 215E141	920400	FOC		MAINT SVC					
				MAINT SVC		10.01			
						66.75			
				CHECK TOTAL		66.75			
1347 TELEPHONE SUPPORT SYSTEMS									
1 101E721	801020	00000		INV	08/30/2007	22.25	35904-EQUAL	27925	
		PLAN ZONE		PROFESSNL					
						22.25			
				CHECK TOTAL		22.25			
1347 TELEPHONE SUPPORT SYSTEMS									
1 101E131	920400	00000		INV	09/10/2007	89.50	35917	27792	
		CIRCT CT		MAINT SVC					
						89.50			
				CHECK TOTAL		89.50			

09/06/2007
10:37 MAF

OTSEGO COUNTY
DETAIL INVOICE LIST

CASH ACCOUNT: 0001A 001000 CASH

WARRANT: B2007-37 09/06/2007

VENDOR	G/L ACCOUNTS	R	PO	TYPE	DUE DATE	AMOUNT	INVOICE	VOUCHER	CHECK
3866 THE BANK OF NORTHERN MICH	1 588E699 920520	0000069901136		INV	08/30/2007	876.25	SEPT-07	27937	
		OPERATIONS		RENT-VEHC		876.25			
				CHECK TOTAL		876.25			
1312 TOPCOMP COMPUTER SOFTWARE	1 618E447 920410	0000025700731		INV	08/30/2007	319.39	200752	27924	
		MAP		SVC CNTRCT		319.39			
				CHECK TOTAL		319.39			
1315 TREETOPS SYLVAN RESORT	1 0701L 232004	00000		INV	08/30/2007	154.00	172	27815	
		GEN AGENCY		STFDVLPMT		154.00			
				CHECK TOTAL		154.00			
1870 UPS	1 101E215 930450	00000		INV	09/04/2007	29.66	424006347	27906	
		CLERK/ROD		SHIP/MAIL		29.66			
				CHECK TOTAL		29.66			
3955 US IMAGING	1 256E215 726000	00000		INV	09/04/2007	270.86	473	27911	
		ROD AUTO		SUPPLIES		270.86			
				CHECK TOTAL		270.86			
1339 WILBER AUTOMOTIVE SUPPLY	1 588E699 726050	0000069901107		INV	08/30/2007	28.99	673939	27800	
		OPERATIONS		MAINT SUPP		28.99			
				CHECK TOTAL		28.99			
1339 WILBER AUTOMOTIVE SUPPLY	1 588E699 726050	0000069901117		INV	08/30/2007	39.66	674095	27805	
		OPERATIONS		MAINT SUPP		39.66			
				CHECK TOTAL		39.66			
1339 WILBER AUTOMOTIVE SUPPLY	1 588E699 726050	0000069901128		INV	08/30/2007	34.14	675076	27946	
		OPERATIONS		MAINT SUPP		34.14			
				CHECK TOTAL		34.14			
1330 WMJZ	1 588E699 930300	0000069901127		INV	08/30/2007	180.00	07080876	27947	
		OPERATIONS		ADVERTISE		180.00			
				CHECK TOTAL		180.00			
1914 XEROX CORPORATION	1 101E864 920410	00000		INV	08/30/2007	244.21	027263422	27900	
		DISTRIBUTE		SVC CNTRCT		244.21			
				CHECK TOTAL		244.21			
1914 XEROX CORPORATION		00000		INV	08/30/2007	244.21	027263423	27902	

09/06/2007
10:37 MAF

OTSEGO COUNTY
DETAIL INVOICE LIST

CASH ACCOUNT: 0001A 001000 CASH

WARRANT: B2007-37 09/06/2007

VENDOR	G/L ACCOUNTS	R	PO	TYPE	DUE DATE	AMOUNT	INVOICE	VOUCHER	CHECK
1914 XEROX CORPORATION	1 101E864 920410			DISTRIBUTE		303.00			
		00000	INV	08/30/2007		303.00	027263424	27901	
1914 XEROX CORPORATION	1 101E864 920410			DISTRIBUTE		300.48			
		00000	SVC CNTRCT			300.48	027263425	27899	
1914 XEROX CORPORATION	1 101E864 920410			DISTRIBUTE		244.21			
		00000	INV	08/30/2007		244.21	027263427	27898	
1914 XEROX CORPORATION	1 101E864 920410			DISTRIBUTE		244.21			
		00000	SVC CNTRCT			244.21	027263430	27941	
4870 SUSAN YUKER	1 101E681 930960			OPERATIONS	08/30/2007	153.29			
		00000	INV	08/30/2007		153.29			
		00000	WET BURIAL			1,489.40			
		00000	WET BURIAL			300.00		27952	
						300.00			
						300.00			

131 INVOICES
WARRANT TOTAL 82,092.28
CASH ACCOUNT BALANCE 6,650,950.62

**AGREEMENT FOR IMPLEMENTATION OF
AN INVASIVE SPECIES PROGRAM**

1. Parties. This agreement made this 28th day of August 2007, by and between the County of Otsego, a Michigan Municipal Corporation, of Gaylord, Michigan 49735, hereafter COUNTY, and the Otsego Lake Association, a Michigan Non-profit Organization, hereafter CONTRACTOR.
2. Term. Unless earlier terminated as provided in this Agreement, the term of this Agreement will commence on August 28, 2007, and continue until December 31, 2007.
3. Background. Nonindigenous species, also commonly referred to as nuisance, non-native, exotic, invasive and alien species, are species that did not originate in a water body's ecosystem and have been introduced either intentionally or accidentally. The introduction of nonindigenous species into an established ecosystem can alter or disrupt existing relationships and ecological processes which can adversely impact the local economy due to its detrimental affect on recreational opportunities. The establishment of an invasive species program is needed in order to prevent that from happening.
4. Compensation. The CONTRACTOR shall submit an annual invoice for work performed to the COUNTY for payment subject to Otsego County's Purchasing Policy.

The total allowable yearly cost to provide services of signage and literature to boat launch areas and bait shops and marine dealers is \$500.00.

5. Services to be Provided by CONTRACTOR. In consideration of the compensation to be paid by the COUNTY, CONTRACTOR shall perform the following services:
 - A. Education. Educate residents and visitors regarding the identification, threats and control of aquatic invasive species. This will be achieved by the distribution of informational pamphlets and by signage at boat launches located in Otsego County.
6. Termination. This Agreement may be terminated prior to the expiration of its term as follows:
 - A. By mutual written agreement of the parties; or
 - B. In the event of default or breach of this Agreement by either party, the other party may terminate this contract immediately.
 - C. Either party may terminate this Agreement, with or without cause, upon 15 days prior written notice to the party.

7. Effect of Termination. In the event of termination of this Agreement pursuant to subsection B or C of Section 8, CONTRACTOR will be entitled to the monies provided herein only through date of termination.
8. Notices. All required notices must be in writing and will be considered given when delivered (1) personally, or (2) by registered or certified mail, return receipt requested, addressed as follows (or any other address that is specified in writing by either party):

If to the County: John Burt
 Otsego County Administrator
 225 West Main Street, Suite 203
 Gaylord, Michigan 49735

If to Otsego Lake Association:
 Don Koeppen
 Otsego Lake Association
 PO Box 233
 Gaylord, MI 49734-0233

9. Titles; Headings. Titles and headings are inserted in this Agreement for reference purposes only, and must not be used to interpret the Agreement.

AGREED to this _____ of _____, 2007, at Gaylord, Michigan.

WITNESSES:

CONTRACTOR

By:
 Its:

COUNTY OF OTSEGO

by: John Burt
 Its: County Administrator