



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 14, 2010 beginning at 9:30 a.m., at the County Building at 225. W. Main Street, Room 100, Gaylord, Michigan 49735.

AGENDA

Call to Order

Invocation

Pledge of Allegiance

Roll Call

Approval and Correction of Regular Minutes of August 24, 2010 w/attachments

Administrator's Report

Department Head Report

A. Treasurer Update - Diann Axford

B. Land Use Services Update - Joe Ferrigan, Director

Committee Reports

A. Criminal Justice Coordinating Committee

1. Medical Marijuana Update

City Liaison, Township & Village Representatives

Correspondence

New Business

A. Financials

1. August 31, 2010 Warrant

2. September 7, 2010 Warrant

3. September 14, 2010 Warrant

B. Brownfield Redevelopment Authority Cash Advance Request

C. Purchasing Policy Update

Public Comment

Board Remarks, Announcements, and informal discussions

Adjournment

August 24, 2010

The Regular meeting of the Otsego County Board of Commissioners was held in the County Building at 225 West Main Street, Room 100. The meeting was called to order at 9:29 a.m. by Chairman Ken Glasser. Invocation by Chairman Ken Glasser, followed by the Pledge of Allegiance led by Commissioner Doug Johnson.

Roll call:

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

Absent: Robert Harkness.

Agenda amended to add a public hearing on the Elmer's Redevelopment Brownfield Plan amendment; under new business item C) OCR-10-36 Recognition of Ralph Holewinski.

Motion by Commissioner Mike Hyde to approve the Regular minutes of August 10, 2010 with attachments as presented. Ayes: Unanimous. Motion carried.

Consent Agenda:

Motion to approve the Charlton Township Land Use Agreement as presented. Motion carried via unanimous consent. (see attached)

Administrator's Report:

John Burt reported on the County Treasurers temporary move; Phase 2 report DNR; Introduction of Denise Landrie the new accounting clerk.

Public hearing opened for the Elmer's Redevelopment Brownfield Plan Amendment.

Department Head Report:

Trisha Adam updated the Board on the Human Resources department.

Mike Thompson updated the Board on the Emergency Management department.

Committee Reports:

Motion by Commissioner Paul Beachnau, to adopt Resolution OCR-10-33 approving the Sportsplex ballot language as presented.

Roll Call Vote:

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

Nays: None.

Absent: Harkness.

Motion carried/Resolution adopted. (see attached)

Motion by Commissioner Paul Beachnau, to add Fund 282-Airport Special Events and to approve the associated budget amendment as presented. Ayes: Unanimous.

Motion carried. (see attached)

Motion by Commissioner Paul Beachnau, to approve the purchase of parcel identification number 69-080-028-400-045-09 at a cost of \$54,600 to be paid out of the Animal Control Building Fund (Fund 413) and to authorize the creation of construction plans for a new Animal Control Facility at the site. Ayes: Unanimous. Motion carried.

Motion by Commissioner Mike Hyde, to increase the Head Start Bus contract by 4% to a total of \$48,425.52 as presented. Ayes: Unanimous. Motion carried.

Motion by Commissioner Erma Backenstose, to approve the Otsego County Capital Improvement Plan 2011-2016 as presented. Ayes: Unanimous. Motion carried. (see attached)

Correspondence:

Chairman Ken Glasser received correspondence from NEMCOG regarding grants.

Rachel Frisch presented the June 2010 and July 2010 budget reports.

Public hearing for the Elmer's Redevelopment Brownfield Plan Amendment was closed.

Motion by Commissioner Paul Liss, to adopt Resolution OCR 10-34 approving the Brownfield Plan amendment for the Elmer's Gaylord Redevelopment.

Roll Call Vote:

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

Nays: None.

Absent: Harkness.

Motion carried/Resolution adopted. (see attached)

New Business:

Motion by Commissioner Clark Bates, to approve the August 17, 2010 Warrant in the amount of \$219,694.95 as presented. Ayes: Unanimous. Motion carried.

Motion by Commissioner Bruce Brown, to approve the August 24, 2010 Warrant in the amount of \$193,922.68 as presented. Ayes: Unanimous. Motion carried.

Motion by Commissioner Doug Johnson, to adopt Resolution OCR 10-35 in support of Michigan House Bill 5985.

Roll Call Vote:

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

Nays: None.

Absent: Harkness.

Motion carried/Resolution adopted. (see attached)

Motion by Commissioner Doug Johnson, to adopt Resolution OCR 10-36 honoring Ralph Holewinski.

Roll Call Vote:

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

Nays: None.

Absent: Harkness.

Motion carried/Resolution adopted. (see attached)

Board Remarks:

Commissioner Doug Johnson: Michigan Sheriff's Association.
MAC
Critical Incident Management

Meeting adjourned at 10:25 a.m. at the call of the Chair.

Kenneth R. Glasser, Chairman

Susan I. DeFeyter, Otsego County Clerk

CONTRACT FOR MUNICIPAL LAND USE SERVICES ADMINISTRATION
(LAND USE PLANNING, ZONING, ZONING ADMINISTRATION AND
BUILDING CODE COMPLIANCE)
2011-2012

WHEREAS, Otsego County (the County) and Charlton Township (the Township) agree that It is in the Interest of the Citizens of the County and the Township and the overall development of the County and the Township to centralize administration of Land Use Services; and

WHEREAS, the County and the Township agree that Land Use Services includes Land Use Planning, Zoning and Zoning Administration and Enforcement; and

WHEREAS, the County and the Township agree that because the County's offices are centrally located and because the County can provide professional and administrative personnel, and office space to the Township so that the land use within the Township can be developed uniformly with joint cooperation and with one location for citizens to go for more efficient service with one set of rules.

Agreements

The County and the Township hereby enter into this Contract for services. This contract shall be in effect for a period of two (2) years beginning January 1, 2011 and continuing in effect until December 31, 2012.

Responsibilities of the Township

1. Funding for the Land Use Services Zoning function is distributed among participating townships using an equal blend of the latest State Equalized Values and population for each township (see Attachment A). Charlton Township agrees to provide a total of \$6,000.00 in 2011 and a total of \$6,180.00 in 2012 to assist in covering the costs of operation and staffing of the Planning & Zoning Department
2. The Township will pay the annual contribution amount as noted above by May 1st of each year of this contract.

Responsibilities of the County

1. The County shall provide full and complete professional Land Use Planning.
2. The County shall provide professional planning personnel on staff to assist Township officials from all Townships within Otsego County, officials from the City of Gaylord, the Village of Vanderbilt, citizens, land owners and developers with Land Use Planning questions and procedures and municipal cooperation.
3. The County shall maintain digital maps for zoning and land use planning purposes.

4. The County shall appoint and operate a County Planning Commission for the purposes of administering the County Plan and the County Zoning Ordinance.
5. The County shall appoint and operate a County Zoning Board of Appeals for the purposes of interpreting and ruling on requests involving administration of the Zoning Ordinance.
6. The County shall ensure that the Township is informed and advised of any proposed land use changes or proposed ordinance text changes or special land use requests or other similar requests presented to the Planning Commission and any requests presented to the Zoning Board of Appeals involving land within the Township.
7. The County shall provide professional personnel on staff to administer and enforce the zoning ordinance regulations and all other land use regulations.
8. The County shall regularly provide reports to the Township at the Township Association meetings. The report shall include but is not limited to a financial report showing the expenses of the Planning & Zoning Department, the fee schedule for permits issued, the number and type of permits issued; and the revenue received.
9. The County will pay for legal expenses related to zoning functions and decisions.
10. Funds related to the Otsego County Land Use Department Planning & Zoning will be maintained in a fund separate from the County's General Fund.

Either party may terminate this Agreement for any or no reason upon one hundred eighty (180) day written notice.

In the event of termination of this Agreement, the Township shall be responsible only for costs pro-rated to the date of termination.

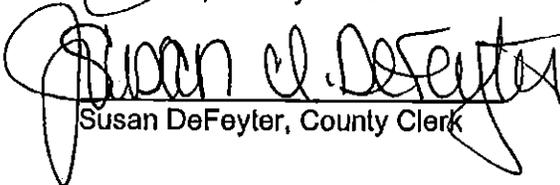
Otsego County and Charlton Township.

Entered into this 24th day of August 2010 between Otsego County and Charlton Township

Otsego County

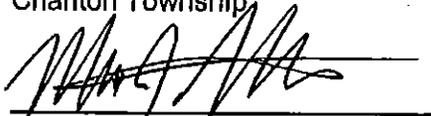


John Burt, County Administrator

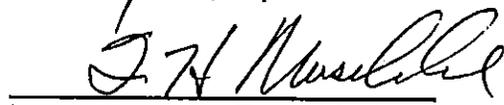


Susan DeFeyter, County Clerk

Charlton Township



Matthew Nowak, Supervisor



Ivan H. Maschke, Township Clerk

ATTACHMENT A

Funding

Based on SEV and Populations combined, municipalities would be responsible for the following costs:

<u>Township</u>	<u>2011 Cost</u>	<u>2012 Cost</u>
Bagley	\$10,000.00	\$10,300.00
Charlton	\$6,000.00	\$6,180.00
Chester	\$4,000.00	\$4,120.00
Corwith	\$6,000.00	\$6,180.00
Dover	\$2,000.00	\$2,060.00
Elmira	\$6,000.00	\$6,180.00
Hayes	\$7,000.00	\$7,210.00
Livingston	\$8,500.00	\$8,755.00
<u>Otsego Lake</u>	<u>\$7,000.00</u>	<u>\$7,210.00</u>
Total	\$56,500.00	\$58,195.00

RESOLUTION NO. OCR 10-33

A RESOLUTION TO APPROVE THE BALLOT LANGUAGE FOR A MILLAGE PROPOSITION TO PROVIDE OPERATING AND MAINTENANCE FUNDS FOR THE OTSEGO COUNTY SPORTSPLEX AND TO SUBMIT THE PROPOSITION TO THE ELECTORATE AT THE NOVEMBER 2, 2010 GENERAL ELECTION

Recitals

WHEREAS, Otsego County currently operates and maintains the Otsego County Sportsplex for the benefit of county residents and others visiting the county; and

WHEREAS, the funds to operate and maintain the Sportsplex are currently provided by a millage previously approved by the county electors; and

WHEREAS, the millage previously approved by the county electors expires on December 1, 2010; and

WHEREAS, the Otsego County Board of Commissioners desires to again obtain voter approval for the same millage amount (0.25 mills) for ten (10) years, beginning December 1, 2011 through December 1, 2020, inclusive, to provide funds for operating and maintaining the Sportsplex; and

WHEREAS, the Otsego County Board of Commissioners wishes to submit this millage proposition to the county electors at the general election to be held on November 2, 2010; now; therefore, be it,

RESOLVED, that the following proposition, the language of which is hereby approved by the Otsego County Board of Commissioners and certified to the Otsego County Clerk, shall be submitted to the electors of Otsego County for a vote at the November 2, 2010 general election.

BALLOT LANGUAGE

OTSEGO COUNTY

This proposal continues an existing millage for a ten year term and will permit the County to levy up to 1/4 of one mill (\$.25 per \$1,000.00 of taxable valuation) to provide funds for the operation and maintenance of the Otsego County Sportsplex.

Shall the tax limitation imposed under Article IX, Section 6 of the Michigan Constitution on the amount of ad valorem taxes which may be levied by the County of Otsego, State of Michigan, against taxable property in the County be increased by up to .25 mills (\$.25 per \$1,000 of taxable value) for a period of ten (10) years, beginning December 1, 2011 through December 1, 2020, inclusive, for the purpose of providing funds for operating and maintaining the Otsego County Sportsplex, and shall the Otsego County Board of Commissioners be authorized to levy such millage for this purpose? If approved and levied in its entirety, this millage would raise an estimated \$298,170 for Otsego County in 2011.



**OTSEGO COUNTY
BUDGET AMENDMENT**

FUND/DEPARTMENT: Airport/Airport Special Events

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 To transfer net proceeds from the Air Show to the airport special

Account Number	Decrease	Increase
282.030-699.030 - Transfer In	\$	\$ 5,853
-	\$	\$
-	\$	\$
-	\$	\$
Total	\$	\$

evts
fd.

EXPENDITURE

Account Number	Increase	Decrease
281.999-999.000 - Transfer Out	\$ 5,853	\$
281.537-940.010 ^{ARFR} Outside	\$	\$ 5,853
- - Contr. Svcs.	\$	\$
282.999-999.900 - Contribution	\$	\$
- - to fund balance	\$ 5,853	\$
-	\$	\$
Total	\$	\$

Rachel Frisch
Department Head Signature

8/18/10
Date

Entered:
By:

Administrator's Signature

Date

Board Approval Date (if necessary)

Budget Adjustment #

Posting Number

*Cash



Otsego County Planning Commission
August 16, 2010

Report to: Otsego County Board of Commissioners

Regarding: Otsego County Capital Improvement Plan 2011 - 2016

This report is prepared and submitted in accordance with the Michigan Planning Act 33 of 2008, Section M.C.L. 125.3865.

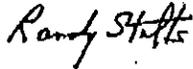
125.3865 Capital Improvements program of public structures and improvements; preparation; basis.

Sec. 65. (1) To further the desirable future development of the local unit of government under the master plan, a planning commission, after adoption of a master plan, shall annually prepare a capital improvements program of public structures and improvements, unless the planning commission is exempted from this requirement by charter or otherwise. If the planning commission is exempted, the legislative body either shall prepare and adopt a capital improvements program, separate from or as a part of the annual budget, or shall delegate the preparation of the capital improvements program to the chief elected official or a nonelected administrative official, subject to final approval by the legislative body. The capital improvements program shall show those public structures and improvements, in the general order of their priority, that in the commission's judgment will be needed or desirable and can be undertaken within the ensuing 6-year period. The capital improvements program shall be based upon the requirements of the local unit of government for all types of public structures and improvements. Consequently, each agency or department of the local unit of government with authority for public structures or improvements shall upon request furnish the planning commission with lists, plans, and estimates of time and cost of those public structures and improvements.

(2) Any township may prepare and adopt a capital improvement program. However, subsection (1) is only mandatory for a township if the township, alone or jointly with 1 or more other local units of government, owns or operates a water supply or sewage disposal system.

1. The Planning Commission has prepared a Capital Improvement Plan for 2011 – 2016.
2. The Planning Commission at its August 16, 2010 regular meeting held a Public Hearing for public comments on the proposed Capital Improvement Plan for 2011 – 2016.
3. The Planning Commission approved the proposed Capital Improvement Plan for 2011 – 2016 as amended and recommends the Capital Improvement Plan for 2011 - 2016 be approved by the Otsego County Board of Commissioners.

Respectfully submitted,



Randy Stults
Chairperson
Otsego County Planning Commission

CAPITAL IMPROVEMENTS PROGRAM



OTSEGO COUNTY CAPITAL IMPROVEMENT PLAN 2011-2016

Approved by the Planning Commission August 16, 2010

INTRODUCTION

The Michigan Planning Enabling Act requires local municipalities that have adopted a master plan to annually prepare a capital improvements program. This language is contained in Article IV, Section 65, subparts (1) and (2), which reads:

(1) To further the desirable future development of the local unit of government under the master plan, a planning commission, after adoption of a master plan, shall annually prepare a capital improvements program of public structures and improvements, unless the planning commission is exempted from this requirement by charter or otherwise. If the planning commission is exempted, the legislative body either shall prepare and adopt a capital improvements program, separate from or as a part of the annual budget, or shall delegate the preparation of the capital improvements program to the chief elected official or a nonelected administrative official, subject to final approval by the legislative body. The capital improvements program shall show those public structures and improvements, in the general order of their priority, that in the commission's judgment will be needed or desirable and can be undertaken within the ensuing 6-year period. The capital improvements program shall be based upon the requirements of the local unit of government for all types of public structures and improvements. Consequently, each agency or department of the local unit of government with authority for public structures or improvements shall upon request furnish the planning commission with lists, plans, and estimates of time and cost of those public structures and improvements.

(2) Any township may prepare and adopt a capital improvement program. However, subsection (1) is only mandatory for a township if the township, alone or jointly with 1 or more other local units of government, owns or operates a water supply or sewage disposal system.

CAPITAL IMPROVEMENTS

Capital Improvements are generally additions to the County's assets, including the construction or purchase of land, buildings or facilities or major renovations of the same, and involve a substantial investment and last a longtime. For purposes of this Capital Improvement Program (CIP), only the following type of projects that meet this definition of a capital improvement, are included in the program, such as:

- a. New and expanded physical facilities.
- b. The acquisition of land for a community facility.
- c. Large scale rehabilitation or replacement of existing facilities costing over \$200,000.

Limitation on Authority

This CIP is not meant to appropriate the power of the Otsego County Board of Commissioners in their duty to regulate the expenditure of County funds, but merely to provide guidance and recommendations to projects that may have a long-term impact on the community. To that end, the following limitations on authority will be observed:

- a. The Otsego County Board, its departments, and agencies have every right and an obligation to make emergency repairs without prior comment from the Otsego County Planning Commission. Information on such emergency repairs, will however, be submitted as soon as practicable to the Chairperson of the Planning Commission.
- b. Grant Applications that are attempting to obtain funds for projects that would fall under the CIP guidelines will be presented to the Planning Commission as soon as practicable.

Procedures

- a) The Capital Improvements Program Committee is charged with gathering project information for inclusion into the CIP. The Committee consists of the Chairperson of the Otsego County Planning Commission or his/her designee; the Otsego County Land Use Services Director; the Otsego County Board Chairperson or his/her designee, an additional representative of the Otsego County Planning Commission; and the Otsego County Administrator. The Otsego County Administrator will act as the CIP Coordinator, with the responsibility of coordinating data gathering.
- b) The CIP Committee will create a draft CIP.
- c) The draft CIP will be sent to the Otsego County Planning Commission for comment/changes by June 1 of each year.
- d) The Planning Commission will conduct a public hearing on the draft CIP by August 1 of each year.
- e) Planning Commission will forward draft CIP, along with recommendation, to the Otsego County Board by September 1 of each year.
- f) Otsego County Board will approve, modify, or reject with reasons, the CIP.
- g) The Capital Improvements Program Committee will annually update the CIP, and follow the above process.

Project Prioritizing

Projects will be prioritized using the following categories:

a) Urgent (imperative, must do)

- Satisfies a legal obligation (legal mandate)
- Corrects a condition dangerous to public health or safety
- Alleviates an emergency service disruption or deficiency
- Prevents irreparable damage to a valuable public facility

b) Important (essential, should do)

- Rehabilitates or replaces an obsolete public facility or attachment to the facility
- Stimulates economic growth and private capital investment
- Reduces future operating and maintenance costs
- Leverages available state or federal funds

c) Desirable (important, could do)

- Provides a new or expanded level of service
- Promotes intergovernmental cooperation
- Enhances cultural or natural resources

Projects

Project Title: Gaylord Property Acquisition

Agency: Otsego County

Project Type: Land Acquisition

Year(s) of Project: 2016

Project Description:

The County currently own two adjacent lots in the city block bordered by First Street, Court Street, Second Street, and S. Otsego Avenue. These lots are currently used for overflow parking for the County. The County would like to eventually acquire more property within the block for possible future County uses.

Schedule:

There is no set timeline for property acquisition.

Estimated Cost: Unknown

Basis of Cost Estimate: Funding would come from the County's fund reserves.

Alternative Financing: Funding would come from the County's fund reserves.

Agency Reported Priority: Desirable

Planning Commission Reported Priority: Desirable

Project Title: Gaylord Regional Airport Snow Removal Equipment (SRE) Building

Agency: Otsego County

Project Type: New Construction

Year(s) of Project: 2011

Project Description:

The project consists of construction of a new 5,000 square foot pole barn style building to house the 2 larger snow removal vehicles (SRE Building).

Schedule:

The project will be constructed in the summer 2011.

Estimated Cost: \$481,000

2011: \$481,000

Basis of Cost Estimate: Preliminary Engineer Estimate

Alternative Financing:

FAA Non-primary Entitlement Grants (95.0% share): \$456,950

State Funds (2.5%): \$12,025

Local Funds (2.5%): \$12,025

Agency Reported Priority: Important: The existing facilities on the airport do not provide sufficient space or meet the needs and requirements of the Airport's snow removal equipment. Moreover, the construction of this facility will open up other areas for revenue generation. The project also leverages available federal funding.

Planning Commission Reported Priority: Important



SRE Building Future Location

Project Title: Information Center Purchase

Agency: Otsego County

Project Type: Facility Acquisition

Year(s) of Project: 2011

Project Description:

The County would like to acquire the Chamber of Commerce Information Center building located at 125 S. Otsego. The building is located on County property that has been leased to the Gaylord/Otsego Chamber of Commerce. The County is considering various options for use of the space at the Information Center.

Schedule:

Acquisition would be desirable in 2011.

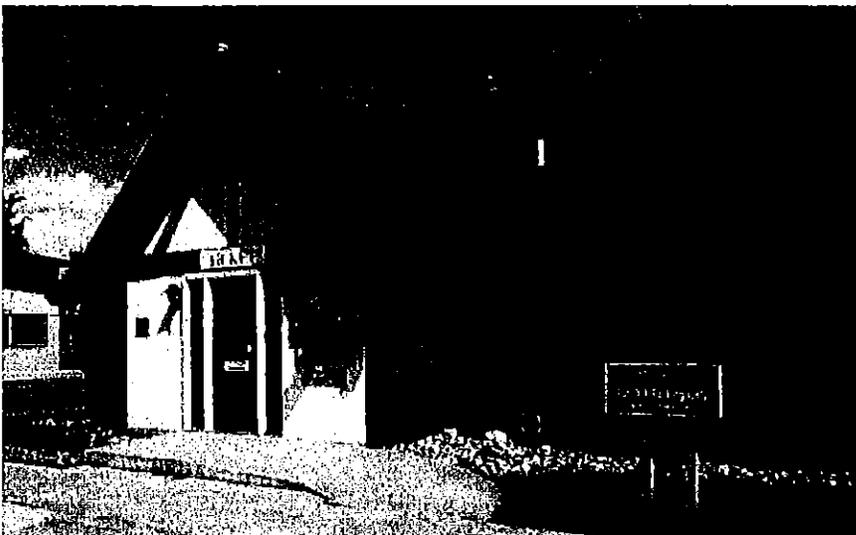
Estimated Cost: \$95,000

Basis of Cost Estimate: Purchase Agreement

Funding would come from the County's fund reserves.

Agency Reported Priority: Desirable. This would create a savings in maintenance and utility costs by closing the Cross Street Building.

Planning Commission Reported Priority: Important



Information Center: 125 S. Otsego Avenue, Gaylord, Michigan

Project Title: Louis M. Groen Nature Center at Echo Valley Resort

Agency: Otsego County Parks and Recreation

Project Type: Land and Facilities Acquisition

Year(s) of Project: 2016/Unknown

Project Description:

The Otsego County Parks and Recreation Department will eventually receive 778.79 acres of property to be used as a nature preserve. The land can also be used for limited recreational activities such as hiking, horseback riding, cross country skiing, and environmental classes.

Schedule:

The project will consist of two parts. Upon Mr. Louis M. Groen's passing away, 753.5 acres would be transferred to the Otsego County Parks and Recreation Department. Upon the passing away of both Mr. Louis Groen, and Mrs. Edna Groen, the remaining 25.29 acres would be transferred to the Parks and Recreation Department. The 25.29 acres also includes two homes, and three barns.

Estimated Cost: N/A

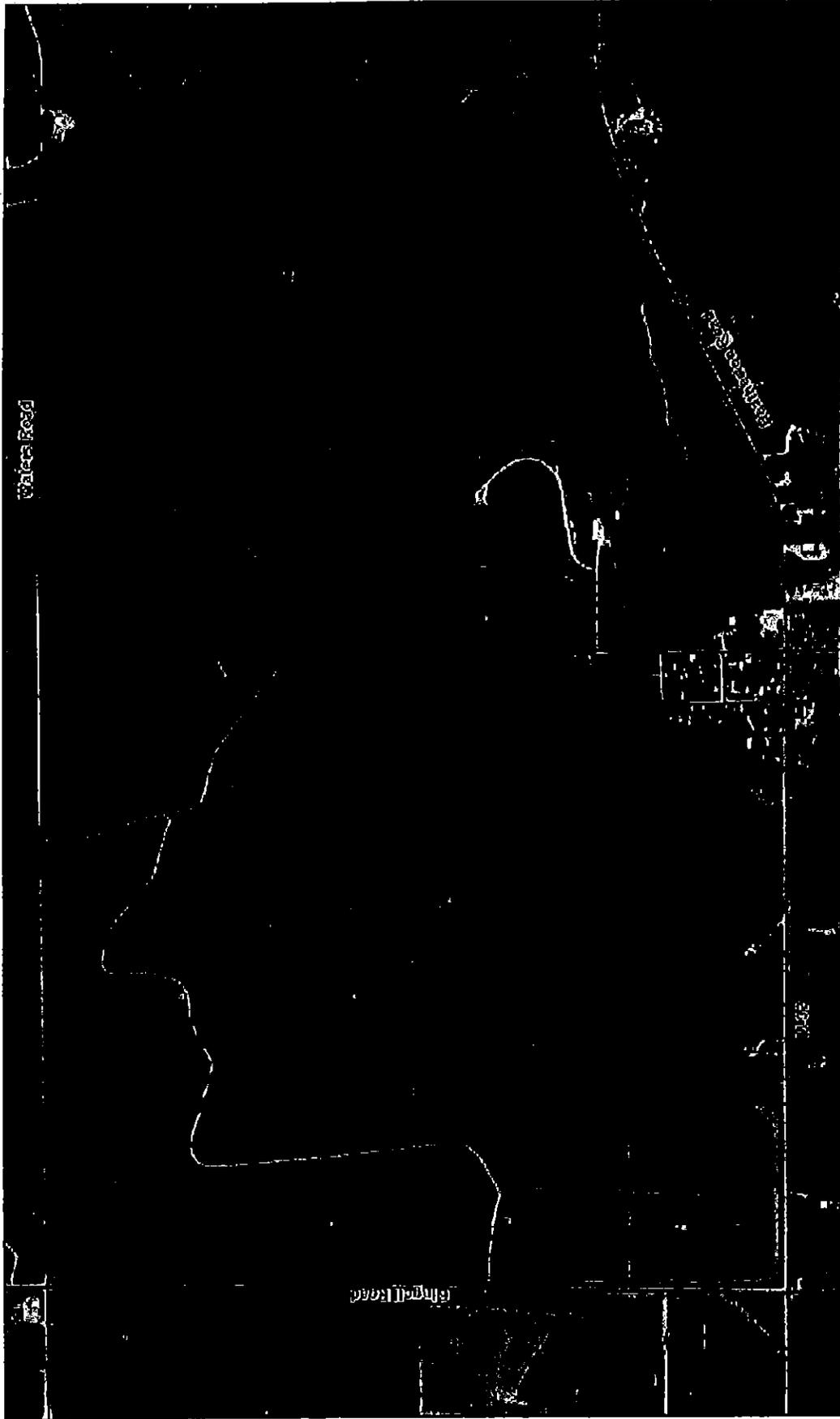
Basis of Cost Estimate: N/A

Alternative Financing: Groen Trust will pay for costs of maintenance and improvements

Agency Reported Priority: Desirable

Planning Commission Reported Priority: Desirable

Aerial Photo



Water Road

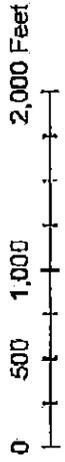
Highway Road

Highway Road

Highway

Legend

- Roads
- Property Boundary



Produced by the Otsego Conservation District
August 3, 2009
Data provided by USDA-NRCS

Project Title: Otsego County Animal Control Facility

Agency: Otsego County

Project Type: New Construction

Year(s) of Project: 2011

Project Description:

The County compared the costs involved with renovating four existing buildings along with building a new facility. The cost to build a new 6,000 to 7,000 sq ft building was found to be the lowest priced option. The County is reviewing options for the location of a new Animal Control facility.

Schedule:

Construction likely to begin in the spring of 2011 with completion in the fall of 2011.

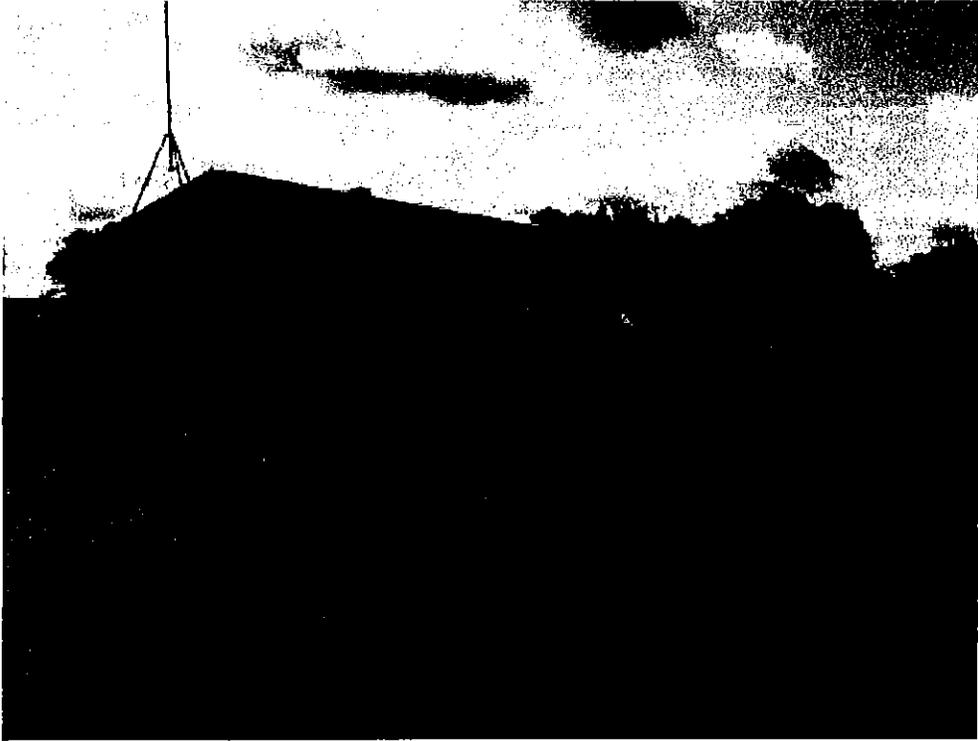
Estimated Cost: \$900,000

Basis of Cost Estimate: Preliminary Estimate

Funding will come from an existing millage dedicated to Animal Control.

Agency Reported Priority: Urgent: The facility will replace the current facility which is too small (3,000 sq ft) to meet legal obligations for containment size for the housing of animals. The building is poorly constructed with ventilation issues. The current design creates a dangerous health and safety concern for the animals by preventing proper separation of the animals.

Planning Commission Reported Priority: Urgent



Existing Animal Control Facility: 200 E. 7th Street, Gaylord, Michigan

Project Title: Otsego County Emergency Medical Services (EMS) Addition

Agency: EMS Addition

Project Type: Facility Expansion

Year(s) of Project: 2011

Project Description: This project is for the expansion of the EMS Headquarters, at 100 McLouth Road, that will provide more on site storage (provide storage for Haz-Mat trailers, 50 Bed Care Unit, and rescue equipment for the county) and improve the crew quarters (larger kitchen, increase the bedroom from 8 staff to 12 staff with privacy, and larger exercise room). The expansion size will be a total of 8,750 sq ft.

Schedule:

It will take approximately one year to build.

Estimated Cost: \$560,000

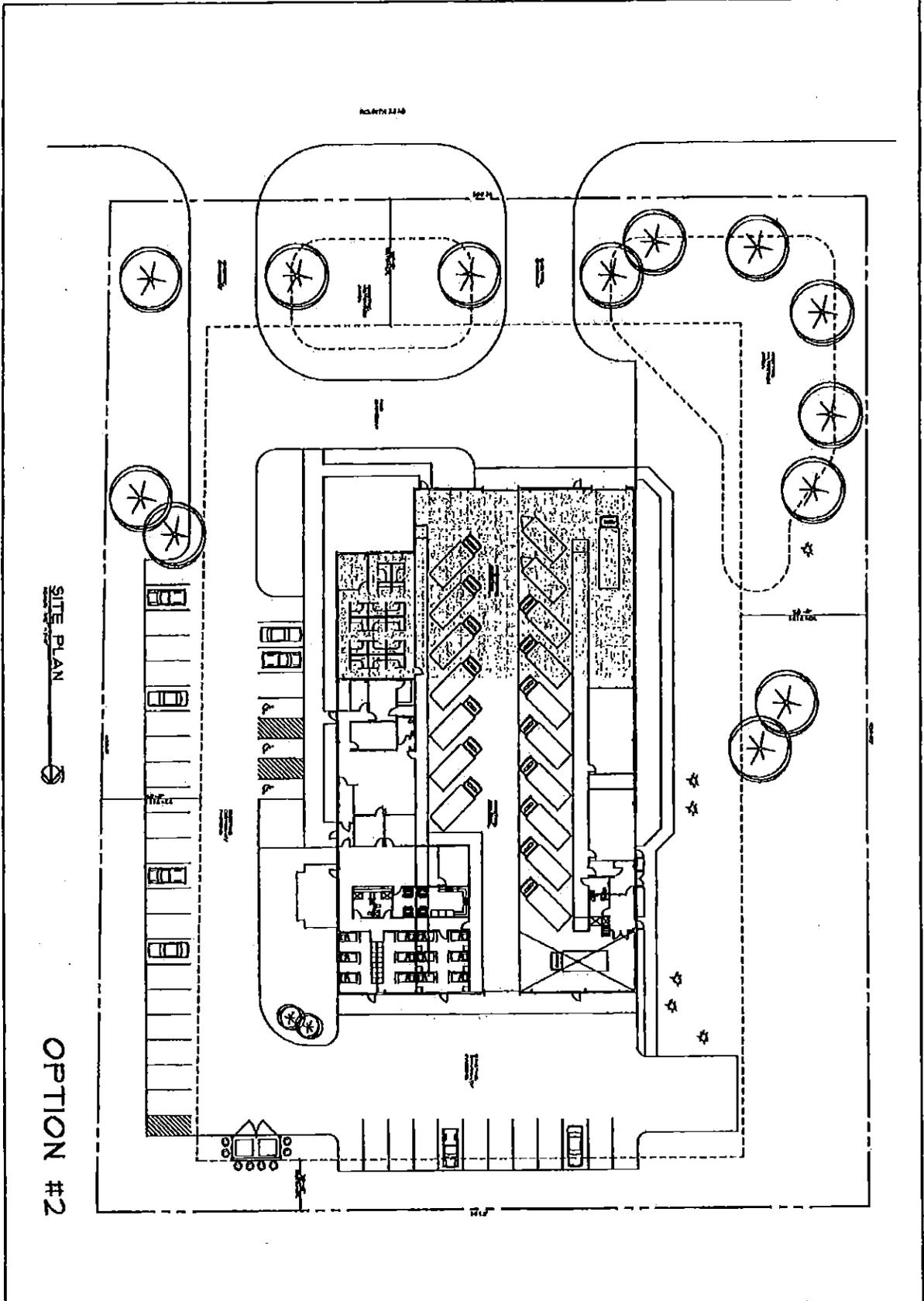
Basis of Cost Estimate: Preliminary Estimate

Alternative Funding: Federal grant money or USDA grant funding.

Agency Reported Priority: Urgent. The growth of the department has caught up with the building, resulting in the need for more space. Some of the equipment is being stored at the Otsego County Bus System (Haz-Mat trailers, snowmobiles, 50 bed care center) that should be closer to day to day operations in the case of an emergency. In addition, it is unknown how long the Bus System will be able to accommodate the equipment.

Day to day operations have increased and the crews living area is not large enough for the size of staff. Sleeping quarters are too tight and lack privacy.

Planning Commission Reported Priority: Desirable



SP <small>SHEET</small>	PROJECT NUMBER 07-053	PROJECT OTSEGO CO. EMS BUILDING BUILDING ADDITION GAYLORD, MICHIGAN 41331	DATE 6-24-99	ARCHITECT 1000 L. REED ARCHITECT <small>DESIGNED BY</small> <small>CONSTRUCTED BY</small>
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Otsego County EMS Building: 100 McLouth, Gaylord, Michigan

Project Title: Otsego County Jail

Agency: Otsego County

Project Type: New Construction

Year(s) of Project: 2013

Project Description:

A new Jail facility will eventually need to be built to replace the current outdated facility located as part of the Courthouse in downtown Gaylord. The Jail Citizen Committee recommended building new 24,621 sq ft 68-bed jail at the former DNR property now owned by the County along Illinois Avenue when/if the Criminal Justice Coordinating Committee determines that jail alternative programs can no longer sufficiently alleviate overcrowding.

Schedule:

Construction will not happen until alternative jail programs can no longer sufficiently relieve the jail, and until a dedicated source of funding (millage) can be obtained. It is recommended tentatively for 2013 and will be pushed back as necessary.

Estimated Cost: \$7,800,000

Basis of Cost Estimate: Architect Estimate

Alternative Financing: Funding would likely have to come from a dedicated jail millage, which has not been passed at this time.

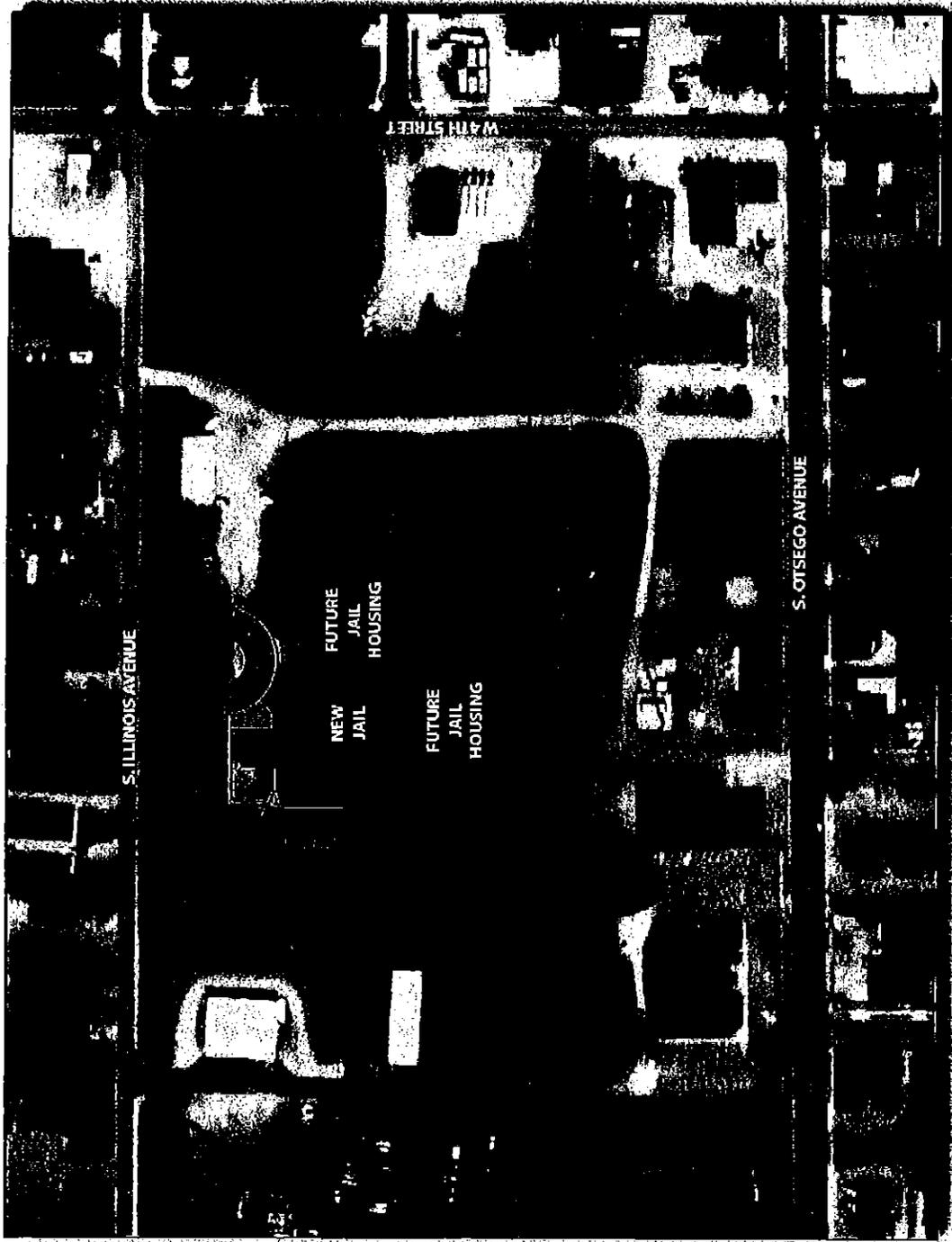
Agency Reported Priority:

Urgent: The facility will replace the current facility which is often too small to meet legal obligations. The current jail has a 34-bed capacity, while the jail population often reaches around 50 people. The Otsego County Work Camp and the Drug Court has routinely prevented another 20 – 40 people from being housed at the jail.

Planning Commission Reported Priority: Urgent



OTSEGO COUNTY JAIL EXPANSION STUDY



Option 3

PROPOSED NEW BUILDING SITE PLAN

Not To Scale

SCHENKELSHULTZ

Project Title: Otsego County Library Expansion

Agency: Otsego County Library

Project Type: Facility Expansion

Year(s) of Project: To be determined based on funding.

Project Description:

The Otsego County Library is proposing a 15,700 foot expansion of its main library in the heart of the City of Gaylord at 700 S. Otsego Avenue. Total size of the property is 1.92 acres. Since 1985 the current facility has been a centerpiece of our rural county as a cultural and educational destination, but growth has far surpassed the original design population and space needs are critical. Library statistics consistently surpass state average, yet the 9,031 sq. ft. library is just half the recommended size for Otsego County's current census. The building program is based on a well-documented study which identified community needs through public input.

In 2003, voters turned down a proposal for a new building on Elm Street and feedback indicated that citizens preferred expansion at the current location. Working with Bradley J. Butcher and Associates, a solution was developed to add a 2-story expansion to the back of the library, blending roof lines to keep the structure aesthetically pleasing. The expansion will take the library into the next 25 years with space for expanded collections and programs, new technologies, increased access to public computers, and training and group rooms. It will bring the community in line with per capital space allocation as recommended by the Library of Michigan's Quality Services Checklist and accommodate a level of service to meet needs of a growing number of families, students, small business owners, and jobseekers facing difficult times.

Schedule: The Library is hopeful that funding will be secured through a combination of grants, donations, and public financing for construction in 2012.

Estimated Cost: \$5,000,000

Basis of Cost Estimate: Architect Estimate

Alternative Financing:

\$500,000 from the Designated Building Fund.

\$100,000 (estimate) Sale of building site on Elm Street.

Potential funding sources for remainder:

Rural Communities Facilities Program (USDA)

Project Title: Otsego County Road Commission Road Construction

Agency: Otsego County Road Commission

Project Type: Major Renovation

Year(s) of Project: 2011

Project Description:

Work is scheduled on three roads for 2011:

- 1) Mancelona Road from Passenheim Road to West Otsego Lake Drive – Pave portions of the shoulder, correct the super elevated grades in the curves, address drainage runoff including detention basins, tip up curbs and cobble ditches.

Project length: .80 miles. Cost: \$285,000.

- 2) West Otsego Lake Drive from Lake Manuka Road to Mancelona Road – Crush and resurface the remaining non-upgraded portions. Plans are to widen the existing lane widths along with paving the shoulders to a five foot width. The cross section will be similar to the northerly portion of W. Otsego Lake Drive. Some clearing will need to be performed along with ditching at various locations.

Project length: 2.50 miles. Cost: \$575,000.

The Road Commission has not identified projects beyond 2011 at this time.

Schedule for 2011:

Mancelona Road construction will remain open to traffic under flagging operation and should take five to six weeks to complete. Anticipated time of construction is June and July of 2011.

The West Otsego Lake Drive project is expected to have a January or February (2011) MDOT letting with construction start-up in April/May of 2011 with a 6 to 8 week construction period.

Estimated Cost: \$860,000

Basis of Cost Estimate: Cost from Engineer

Alternative Financing:

Mancelona Road Federal DOT& STP Funds w/ a 20% local match.

West Otsego Lake Drive will be funded from Small Urban Funds and will require a local match of 20%. The Otsego Lake Township Board has agreed to partner with the O.C.R.C. to assist with the local match.

Agency Reported Priority: Important.

The Mancelona Road project will provide safer driving conditions to the public with a new, wider hot, mix asphalt surface over 0.8 miles. This investment of funds will directly reduce maintenance costs to the O.C.R.C. office and vehicle operating costs over the life of the pavement.

The West Otsego Lake Drive project will provide safer conditions to motorists with wider driving lanes and paved shoulders. This investment of funds will directly reduce maintenance costs to the O.C.R.C. office and vehicle operating costs over the life of the pavement.

Planning Commission Reported Priority: Important

Project Title: University Center Science Center

Agency: University Center of Northern Michigan

Project Type: Facility Expansion

Year(s) of Project: 2011-2012

Project Description:

The purpose of the Science Center is to provide additional classroom and laboratory space resulting from expanded Science, Technology, Engineering and Mathematics (STEM) curriculum with Lake Superior State University. The preliminary design consists of a two story, 30,000 sq. ft building located near the Otsego County Emergency Medical Services building at the Alpine Center.

Schedule:

Construction would likely begin in the spring of 2011 with completion in the summer of 2012.

Estimated Cost: \$15,000,000

Basis of Cost Estimate: Preliminary Estimate

Alternative Financing:

Funding will come from sources other than millage.

Agency Reported Priority: Important and Desirable. The University Center has become a significant source of economic stimulus to Otsego County. In many respects, it has become the de facto four year university serving the northern lower third. The continued growth of the UC will attract more students to the UC and further this mission.

Planning Commission Reported Priority: Desirable



University Center of Northern Michigan: 80 Livingston Blvd., Gaylord, Michigan

**ATTACHMENT A
CAPITAL IMPROVEMENT PLAN
PROJECT SPREADSHEET**

Otsego County Six Year Capital Improvement Plan - Attachment A

Project Name	Agency	Project Type	Funding Source(s)	Estimated Cost	P.C. Priority	2011 Cost	2012 Cost	2013 Cost	2014 Cost	2015 Cost	2016 Cost
Information Center Purchase	Otsego County	Facility Acquisition	Fund Reserves	\$95,000	Important	\$75,000					
Otsego County Animal Control Facility	Otsego County	New Construction	Animal Control Millage	\$900,000	Urgent	\$1,000,000					
Otsego County Road Commission Road Projects	OC Road Commission	Major Renovation	Act 51 Funds	\$1,583,692	Important	\$860,000					
Gaylord Regional Airport SRE Building	Otsego County	New Construction	97.5% Federal; 2.5% Local	\$481,000	Important	\$481,000					
EMS Building Addition	Otsego County EMS	Facility Expansion	Grants	\$560,000	Desirable	\$560,000					
University Center Science Center	University Center	Facility Expansion	Unknown	\$15,000,000	Desirable	\$7,500,000	\$7,500,000				
Otsego County Library Expansion	Otsego County Library	Facility Expansion	Various	\$5,000,000	Important		\$5,000,000				
Otsego County Jail	Otsego County	New Construction	Potentially Jail Millage	\$7,800,000	Urgent			\$7,800,000			
Louis M. Groen Nature Preserve at Echo Valley Resort	O.C. Parks and Recreation	Land Acquisition	Donation	N/A	Desirable						N/A
Gaylord Property Acquisition	Otsego County	Land Acquisition	Fund Reserves	Unknown	Desirable						N/A
Total Costs by Year:						\$10,476,000	\$12,500,000	\$7,800,000	\$0	\$0	\$0

OCR 10-34

The Michigan Brownfield Redevelopment Financing Act, Act 381, P.A. 1996

Otsego County Board of Commissioners

August 24, 2010

- WHEREAS,** The Michigan Brownfield Redevelopment Financing Act, Act 381, P.A. 1996 as amended, authorizes municipalities to create a brownfield redevelopment authority to promote the revitalization, redevelopment, and reuse of contaminated property through tax increment financing of eligible environmental activities; and
- WHEREAS,** The Otsego County Board of Commissioners established the Otsego County Brownfield Redevelopment Authority in February 2005 and appointed its members in July 2005; and
- WHEREAS,** A Brownfield Plan for the Elmer's Gaylord Redevelopment Project was approved by the Otsego County Brownfield Redevelopment Authority on October 9, 2008 and the Otsego County Board of Commissioners on October 14, 2009 with concurrence by the Gaylord City Council on October 13, 2008; and
- WHEREAS,** An amendment to that Brownfield Plan has been prepared to add three additional parcels as adjacent parcels to the original Eligible Property under Section 2(n)(ii) of Act 381 to increase the captured taxable property under the Brownfield Plan; and
- WHEREAS,** The Otsego County Brownfield Redevelopment Authority has reviewed and approved the Brownfield Plan Amendment for the Elmer's Gaylord Redevelopment Project at their June 30, 2010 meeting and recommends approval by the Otsego County Board of Commissioners; and
- WHEREAS,** The City of Gaylord City Council concurred with the Brownfield Plan Amendment at their August 23, 2010 meeting; and
- WHEREAS,** The Otsego County Board of Commissioners has determined that the Amended Brownfield Plan constitutes a public purpose of job creation, increased private investment and economic development and increased property tax value; and
- WHEREAS,** A public hearing on the brownfield plan has been noticed and held on August 24, 2010 and notice to taxing jurisdictions has been provided in compliance with the requirements of Act 381; now therefore be it
- RESOLVED,** that the Otsego County Board of Commissioners hereby approves the brownfield plan amendment for the Elmer's Gaylord Redevelopment.

OCR 10-35

Resolution in Support of

Notification of Oil/Gas Contamination, Leaks/Spills, or Other Hazards Pursuant to HB5985

Otsego County Board of Commissioners

August 24, 2010

- WHEREAS,** Otsego County recognizes the detrimental effects from spills/leaks/releases resulting from oil/gas operations and the need to be properly informed of these occurrences and associated response activities; and
- WHEREAS,** Otsego County recognizes the inherent potential risk to human life, the environment and natural resources from contamination and other fire/explosion hazards, whether a result of accidental or negligent events at oil/gas facilities within Otsego County; and
- WHEREAS,** the State of Michigan Regulations governing oil & gas production including Part 615 of the Natural Resources Environmental Protection Act P.A. 451, an operator is required to notify the Office of Geological Survey of the Michigan Department of Natural Resources & Environment of releases; and
- WHEREAS,** Otsego County recognizes that mineral rights and surface rights are often severed for properties within the townships of Otsego County; and
- WHEREAS,** Otsego County understands that there is no effective requirement for notification to a surface owner thus the rights and potential responsibilities of the surface owner are unjustly compromised; now, therefore be it
- RESOLVED,** that the Otsego County Board of Commissioners hereby supports the concept that surface owners be afforded appropriate notification of any and all occurrences of spills/leaks, releases, other hazards, and associated response activities resultant from oil/gas operations that occur, affect, or have the potential to affect their property; and be it further
- RESOLVED,** that Otsego County supports the effort to require effective notification to surface owners of any and all occurrences of spills/leaks/releases, other hazards and associated response activities resultant from oil/gas operations that occur, affect, or have the potential to affect their property; and be it further
- RESOLVED,** that Otsego County supports the effort to require advance notification to surface owners of any and all associated response activities to address the spills/leaks/releases resultant from the oil/gas operations and to be provided copies of any and all data, analysis, correspondence, and reports that pertain to the response of spills/leaks/releases that occurred, affected or has the potential to affect their property; and be it further
- RESOLVED,** that Otsego County supports the provisions of HB5985 to require concurrent notification to surface owners of any spills/leaks/releases resultant from oil/gas operations.

HB5985 states the following:

"AS A CONDITION OF A PERMIT ISSUED UNDER THIS PART, IF A SPILL OR RELEASE IS REQUIRED TO BE REPORTED TO THE DEPARTMENT, THE PERMITTEE SHALL NOTIFY ALL AFFECTED SURFACE OWNERS OF THE SPILL OR RELEASE, CONCURRENT WITH NOTICE TO THE DEPARTMENT."

HOUSE BILL No. 5985

March 24, 2010, Introduced by Rep. Opsommer and referred to the Committee on Great Lakes and Environment.

A bill to amend 1994 PA 451, entitled
"Natural resources and environmental protection act,"
by amending section 61525 (MCL 324.61525), as amended by 2004 PA
325.

THE PEOPLE OF THE STATE OF MICHIGAN ENACT:

1 Sec. 61525. (1) A person shall not drill or begin the drilling
2 of any well for oil or gas, for secondary recovery, or a well for
3 the disposal of salt water, or brine produced in association with
4 oil or gas operations or other oil field wastes, or wells for the
5 development of reservoirs for the storage of liquid or gaseous
6 hydrocarbons, except as authorized by a permit to drill and operate
7 the well issued by the supervisor of wells pursuant to part 13 and
8 unless the person files with the supervisor a bond as provided in
9 section 61506. The permittee shall post the permit in a conspicuous

1 place at the location of the well as provided in the rules and
2 requirements or orders issued or promulgated by the supervisor. An
3 application for a permit shall be accompanied by a fee of \$300.00.
4 A permit to drill and operate shall not be issued to an owner or
5 his or her authorized representative who does not comply with the
6 rules and requirements or orders issued or promulgated by the
7 supervisor. A permit shall not be issued to an owner or his or her
8 authorized representative who has not complied with or is in
9 violation of this part or any of the rules, requirements, or orders
10 issued or promulgated by the supervisor or the department. AS A
11 CONDITION OF A PERMIT ISSUED UNDER THIS PART, IF A SPILL OR RELEASE
12 IS REQUIRED TO BE REPORTED TO THE DEPARTMENT, THE PERMITEE SHALL
13 NOTIFY ALL AFFECTED SURFACE OWNERS OF THE SPILL OR RELEASE,
14 CONCURRENT WITH NOTICE TO THE DEPARTMENT.

15 (2) The supervisor shall forward all fees received under this
16 section to the state treasurer for deposit in the fund.

17 (3) The supervisor shall make available to any person, upon
18 request, not less often than weekly, the following information
19 pertaining to applications for permits to drill and operate:

20 (a) Name and address of the applicant.

21 (b) Location of proposed well.

22 (c) Well name and number.

23 (d) Proposed depth of the well.

24 (e) Proposed formation.

25 (f) Surface owner.

26 (g) Whether hydrogen sulfide gas is expected.

27 (4) The supervisor shall provide the information under

1 subsection (3) to the county in which an oil or gas well is
2 proposed to be located and to the city, village, or township in
3 which the oil or gas well is proposed to be located if that city,
4 village, or township has a population of 70,000 or more. A city,
5 village, township, or county in which an oil or gas well is
6 proposed to be located may provide written comments and
7 recommendations to the supervisor pertaining to applications for
8 permits to drill and operate. The supervisor shall consider all
9 such comments and recommendations in reviewing the application.

RESOLUTION NO. OCR 10-36
Resolution of Recognition for Ralph Holewinski

OTSEGO COUNTY BOARD OF COMMISSIONERS
August 24, 2010

WHEREAS, Corporal Ralph J. Holewinski served as Otsego County Sheriff for over 34 years in his home town of Gaylord; and

WHEREAS, During World War II, Corporal Holewinski was engaged in combat with Japanese forces at the Battle of Wake Island from December 8th through December 23rd, 1941; and

WHEREAS, During the Battle, Navy and Marine forces were severely outmanned and outgunned; and

WHEREAS, Corporal Holewinski was a part of American forces that were able to repel Japanese warships and withstand numerous air raids by Japanese forces, including destroying two Japanese ships during an amphibious assault by Japanese forces; and

WHEREAS, Corporal Holewinski was resolute in his defense of the island despite great risk to his own life; and

WHEREAS, Corporal Holewinski suffered severe wounds to his legs and back from machine gun fire and a grenade after which he was treated and spent the remainder of the war as a Prisoner of War; and

WHEREAS, Ralph Holewinski passed away on Saturday, August 21, 2010; and

WHEREAS, Ralph Holewinski will be greatly missed by the community; now, therefore, be it

RESOLVED, that the Otsego County Board of Commissioners hereby officially honors Ralph J. Holewinski for his contributions to the Community and for our Country; and, be it, further

RESOLVED, that the Otsego County flags be flown at half-mast on Saturday, August 28, 2010 in honor of Ralph J. Holewinski.



September 14, 2010 Agenda

09/08/2010

CHECK DISBURSEMENT REPORT FOR COUNTY OF OTSEGO

AUGUST 31, 2010 WARRANT

Check #	Check Date	Payee	Description	GL #	Amount
29166	08/31/2010	7TH PROBATE/FAMILY COURT	PLACEMENT 7/1 TO 7/5/2010	292-662-930.810	4,754.00
29167	08/31/2010	ALPINE ANIMAL HOSPITAL	STERLIZATION FOR JULY 2010	212-430-930.980	334.00
29168	08/31/2010	AMERICAN FIDELITY ASSURANCE COM	SEPTEMBER 2010 FLEX SPENDING ACCT.	704-000-231.285	374.09
29169	08/31/2010	AMERICAN FIDELITY ASSURANCE COM	SEPTEMBER 2010 - PARKER/KLINE	704-000-231.285	77.90
29170	08/31/2010	AUTO OWNERS INSURANCE CO.	P VSKOHLER # 07-3679 RS PMT	701-000-271.000	50.00
29171	08/31/2010	AUTO VALUE - GAYLORD	WORK VAN	588-699-726.050	296.36
29172	08/31/2010	AVFUEL CORPORATION	AIRPORT	281-537-930.664	35,000.00
29173	08/31/2010	AVSURANCE CORPORATION	ABOVE GROUND STORAGE TANK INSURANCE	281-537-930.100	988.00
29174	08/31/2010	BACTS	09139100189700 / 09 PRE / ROBERT O FELT	701-000-274.005	1,096.25
29175	08/31/2010	BEVERLY ENTERPRISES	P VS EVANS # 89-1426 RESTITUTION PMT	701-000-271.000	100.00
29176	08/31/2010	BS&A SOFTWARE INC	DOG LICENSE SYSTEM SUPPORT INV # 068148	212-430-920.410	315.00
29177	08/31/2010	CATHERINE ISBELL	8-17-10 TRANSPORT CASE #10-42	101-134-930.500	140.00
29177	08/31/2010	CATHERINE ISBELL	8-17-10 TRANSPORT CASE #10-42	101-134-940.010	40.00
					180.00
29178	08/31/2010	CHEBOYGAN COUNTY AIRPORT	CHEBOYGAN MOTORCYCLE STORAGE 9/1/201	101-332-920.510	336.00
29179	08/31/2010	CHIPPEWA CO. PROSECUTOR'S OFFICE	6008	101-267-801.020	250.00
29180	08/31/2010	CHRISTOPHER YOUNG	P VS MOORE # 05-3264 RESTITUTION PMT	701-000-271.000	80.00
29181	08/31/2010	CITY OF GAYLORD	200 LIVING BLVD B	205-301-920.200	71.75
29181	08/31/2010	CITY OF GAYLORD	WATER BILL	281-537-920.200	100.48
29181	08/31/2010	CITY OF GAYLORD	001254-0000-02 AUGUST	588-699-920.200	59.29

29181	08/31/2010	CITY OF GAYLORD	1066 CROSS ST	637-265-920.200	1,762.62
					<u>1,994.14</u>
29182	08/31/2010	COLLEEN JOZWIAK	REFUND ON CCW APPLICATION	101-215-476.050	26.00
29182	08/31/2010	COLLEEN JOZWIAK	REFUND ON CCW APPLICATION	101-215-607.080	15.00
29182	08/31/2010	COLLEEN JOZWIAK	REFUND ON CCW APPLICATION	701-000-228.016	64.00
					<u>105.00</u>
29183	08/31/2010	CONSUMERS ENERGY	IRONTONE ELECTRIC BILL	208-751-930.620	25.18
29183	08/31/2010	CONSUMERS ENERGY	CENTER ELECTRIC BILL	208-752-930.620	291.31
29183	08/31/2010	CONSUMERS ENERGY	ELECTRIC FOR JULY 2010	212-430-930.620	361.44
29183	08/31/2010	CONSUMERS ENERGY	7/14-8/12 1066 CROSS ST	637-265-930.620	6,329.77
					<u>7,007.70</u>
29184	08/31/2010	CORNWELL TOOLS	SHOP TOOLS	588-699-726.050	77.55
29185	08/31/2010	CROSSROADS INDUSTRIES	PICKUP AND DESTRUCTION & SHREDDING	101-101-726.000	35.00
29185	08/31/2010	CROSSROADS INDUSTRIES	PICKUP AND DESTRUCTION & SHREDDING	101-267-920.410	35.00
29185	08/31/2010	CROSSROADS INDUSTRIES	PICKUP AND DESTRUCTION & SHREDDING	101-301-920.410	35.00
					<u>105.00</u>
29186	08/31/2010	CRYSTAL MOUNTAIN	2010 DIST CT MAG CONF HOTEL -TRACEY CRU	101-131-930.500	257.04
29187	08/31/2010	CUMMINGS, MCCLOREY, DAVIS & ACI	SERVICES	260-130-801.025	3,029.00
29188	08/31/2010	DELTA DENTAL OF MICHIGAN	INV 0003705615 DENTAL FOR SEPTEMBER	647-851-704.110	6,336.70
29189	08/31/2010	DELTA DENTAL OF MICHIGAN	MI001160001 - SEPTEMBER 2010	101-131-704.110	1,068.11
29189	08/31/2010	DELTA DENTAL OF MICHIGAN	MI001160001 - SEPTEMBER 2010	101-136-704.110	83.09
29189	08/31/2010	DELTA DENTAL OF MICHIGAN	MI001160001 - SEPTEMBER 2010	101-141-704.110	466.07
29189	08/31/2010	DELTA DENTAL OF MICHIGAN	MI001160001 - SEPTEMBER 2010	101-148-704.110	99.70
29189	08/31/2010	DELTA DENTAL OF MICHIGAN	MI001160001 - SEPTEMBER 2010	215-141-704.110	82.31
29189	08/31/2010	DELTA DENTAL OF MICHIGAN	MI001160001 - SEPTEMBER 2010	292-662-704.110	164.04
29189	08/31/2010	DELTA DENTAL OF MICHIGAN	MI001160001 - SEPTEMBER 2010	704-000-231.261	98.73
					<u>2,062.05</u>
29190	08/31/2010	DEPENDABLE CONCRETE	P VS YODER # 07-3745 RESTITUTION PMT	701-000-271.000	10.00
29191	08/31/2010	DONALD PETERSON	8/19/2010	101-682-703.040	40.00

29191	08/31/2010	DONALD PETERSON	8/19/2010	101-682-930.500	10.80
					<u>50.80</u>
29192	08/31/2010	DTE ENERGY	NATURAL GAS JUNE 2010	212-430-930.610	25.00
29192	08/31/2010	DTE ENERGY	456939000018	637-265-930.610-ALPCT00000	32.96
					<u>57.96</u>
29193	08/31/2010	DUNNS	PAPER SUPPLIES	101-000-106.000	113.97
29193	08/31/2010	DUNNS	CUSTOMER 406	101-267-726.000	178.65
29193	08/31/2010	DUNNS	SUPPLIES	588-699-726.000	92.24
29193	08/31/2010	DUNNS	SUPPLIES	588-699-726.025	57.00
29193	08/31/2010	DUNNS	SUPPLIES	588-699-726.050	4.12
					<u>445.98</u>
29194	08/31/2010	DYE, JOHN	INS PREM REIMBURSEMENT	101-853-940.110	405.96
29195	08/31/2010	EJP TOOLS, LLC	SHOP TOOLS	588-699-726.050	149.95
29196	08/31/2010	EMPIRIC SOLUTIONS INC	FOC IT TECH SERVICES - MAY 2010	101-141-940.010	85.00
29196	08/31/2010	EMPIRIC SOLUTIONS INC	FOC IT TECH SERVICES - MAY 2010	215-141-940.010	15.00
					<u>100.00</u>
29197	08/31/2010	FARM BUREAU INSURANC	P VS WEBBER # 00-2509 RS PMT	701-000-271.000	80.00
29198	08/31/2010	FITZHENRY, BRIAN & KATHLEEN	01152000086000 2008 & 2009 PRE GRANTEI	701-000-274.005	2,727.00
29199	08/31/2010	FRED & SHIRLEY ROSS	P VS REYNERO # 02-2783 RS PMT	701-000-271.000	100.00
29200	08/31/2010	FRONTIER	CENTER PHONE BILL	208-752-930.210	71.94
29200	08/31/2010	FRONTIER	517-300-7345 AUGUST	588-699-930.210	61.48
					<u>133.42</u>
29201	08/31/2010	GALLS INC/AN ARAMARK CO	5967	212-430-726.046	118.08
29202	08/31/2010	GARY GELOW	SEPTEMBER 2010 CAA CONTRACT PAYMENT	101-131-801.021	22,950.00
29203	08/31/2010	GASLIGHT MEDIA	VIRTUAL SERVER/WEB SITE HOSTING	101-228-801.020	50.00
29203	08/31/2010	GASLIGHT MEDIA	UC MAN ALP CTR & COURTHOUSE	101-864-920.410	800.00
29203	08/31/2010	GASLIGHT MEDIA	UCMAN WORK CAMP	205-301-930.210	16.00

29203	08/31/2010	GASLIGHT MEDIA	32959 WIRELESS CONNECTION	208-751-726.050	16.00
29203	08/31/2010	GASLIGHT MEDIA	UC MAN 911 & COURTHOUSE	261-427-920.410	200.00
29203	08/31/2010	GASLIGHT MEDIA	32951 SEPTEMBER	588-699-940.010	59.95
					<u>1,141.95</u>
29204	08/31/2010	GAYLORD CINEMA WEST	P VS BERGER # 02-2792 RS PMT	701-000-271.000	30.00
29205	08/31/2010	GAYLORD VETERINARY SERVICES	STERLIZATION FOR JULY 2010	212-430-930.980	1,324.00
29206	08/31/2010	GIL-ROYS HARDWARE	5996	212-430-726.025	160.36
29207	08/31/2010	GLENN CRANE	RETIREE HRA REIMBURSEMENT	101-853-940.110	500.00
29208	08/31/2010	GOLDEN AUTO ELECTRIC	BUS #20	588-699-726.050	210.00
29209	08/31/2010	GORDON FOOD SERVICES	7/20/2010 5966	212-430-726.000	29.67
29210	08/31/2010	IMPREST CASH, OTSEGO COUNTY BUS 6013		588-699-726.025	50.00
29210	08/31/2010	IMPREST CASH, OTSEGO COUNTY BUS 6013		588-699-726.050	33.32
					<u>83.32</u>
29211	08/31/2010	JESSICA A. SLUSSER	8/22 WEST BRANCH BASIC RIDER COURSE	101-332-801.030	532.00
29212	08/31/2010	KATHRYN HOLMES, MA LPC	JULY 2010 COUNSELING SERVICES	292-662-940.010	130.00
29213	08/31/2010	KSS ENTERPRISES	PAPER TOWEL, TRASH LINERS	208-751-726.025	94.30
29214	08/31/2010	LAKE STATE RAILWAY CO	LICENSE OT3806	101-101-940.010	250.00
29215	08/31/2010	MAC TOOLS	SHOP TOOLS	588-699-726.050	192.59
29216	08/31/2010	MAXIMUM SECURITY	SEPT - NOV 2010 MONITORING	637-265-920.410	89.97
29217	08/31/2010	MAXIMUS INC	INV. 102728.01.01.01-003; DATE 8-17-2010	101-267-920.410	1,100.00
29218	08/31/2010	MAXIMUS INC	FOC 3RD QTR 2010 DHS 286 BILLINGS	101-141-801.020	1,105.00
29218	08/31/2010	MAXIMUS INC	FOC 3RD QTR 2010 DHS 286 BILLINGS	215-141-801.020	195.00
					<u>1,300.00</u>

29219	08/31/2010	MAXIMUS INC	FOC 3RD QTR 2010 SCANTRON TIMESHEETS	101-141-801.020	317.73
29219	08/31/2010	MAXIMUS INC	FOC 3RD QTR 2010 SCANTRON TIMESHEETS	215-141-801.020	56.07
					<u>373.80</u>
29220	08/31/2010	MCPHERSON, ALEXANDER	8/23/10 WEST BRANCH BRC, RANGE SETUP, N	101-332-801.020	56.00
29220	08/31/2010	MCPHERSON, ALEXANDER	8/23/10 WEST BRANCH BRC, RANGE SETUP, N	101-332-801.030	42.00
29220	08/31/2010	MCPHERSON, ALEXANDER	8/26 BIKE MAINTENANCE/REPAIRS	101-332-920.400	140.00
29220	08/31/2010	MCPHERSON, ALEXANDER	8/23/10 WEST BRANCH BRC, RANGE SETUP, N	101-332-930.500	77.60
					<u>315.60</u>
29221	08/31/2010	MI ASSN OF DISTRICT CT MAGISTRATE 2010 MAG CONF REG & 2011 DUES - T.CRUZ		101-131-704.400	95.00
29221	08/31/2010	MI ASSN OF DISTRICT CT MAGISTRATE 2010 MAG CONF REG & 2011 DUES - T.CRUZ		101-131-930.600	50.00
					<u>145.00</u>
29222	08/31/2010	MICHAEL E. JOHNSON	8/23/10 BASIC RIDER COURSE SOO	101-332-801.030	490.00
29223	08/31/2010	MID NORTH PRINTING INC	6003	101-267-726.000	87.90
29224	08/31/2010	MIKE JAROSZ	8/22/10 BASIC RIDER COURSE SOO, GAS REIM	101-332-801.030	490.00
29224	08/31/2010	MIKE JAROSZ	8/22/10 BASIC RIDER COURSE SOO, GAS REIM	101-332-930.660	32.25
					<u>522.25</u>
29225	08/31/2010	MUFFLER MAN OF MICHIGAN	SHERIFF WORK VAN	588-699-920.400	30.00
29226	08/31/2010	NORTHERN CREDIT BUREAU	INVOICE 8934, CREDIT REPORTS	233-690-930.150	55.85
29227	08/31/2010	NORTHWESTERN BANK-CARDMEMBER	JULY-AUG STMT	101-257-704.400	677.16
29227	08/31/2010	NORTHWESTERN BANK-CARDMEMBER	JULY-AUG STMT	101-320-704.400	350.00
29227	08/31/2010	NORTHWESTERN BANK-CARDMEMBER	JULY-AUG STMT	256-215-930.500	453.60
29227	08/31/2010	NORTHWESTERN BANK-CARDMEMBER	JULY-AUG STMT	618-447-920.431	30.00
29227	08/31/2010	NORTHWESTERN BANK-CARDMEMBER	JULY-AUG STMT	645-201-940.010	500.00
29227	08/31/2010	NORTHWESTERN BANK-CARDMEMBER	JULY-AUG STMT	701-000-232.004-TEAM000000	76.46
					<u>2,087.22</u>
29228	08/31/2010	NYE UNIFORM COMPANY	6009	101-301-726.046	71.28
29228	08/31/2010	NYE UNIFORM COMPANY	6009	101-331-726.046	12.14
29228	08/31/2010	NYE UNIFORM COMPANY	6009	101-334-726.046	7.28
29228	08/31/2010	NYE UNIFORM COMPANY	6009	101-336-726.046	12.13
29228	08/31/2010	NYE UNIFORM COMPANY	6009	101-351-726.046	24.28
					<u>127.07</u>

29244	08/31/2010	TITLE CHECK LLC	JUNE & JULY ADM FEE OPT IN 2008	516-253-920.410	5,090.36
29245	08/31/2010	TREETOPS ACQUISITION CO LLC &	DOVER TWP 7 PARCELS TAXABLE REDUC 200	701-000-274.005	98,690.15
29246	08/31/2010	TREETOPS ACQUISTION	ALPINE TITLE OVERPMT TREETOPS 2009 TAXE	516-030-694.000	48.37
29247	08/31/2010	TRIPLE M TIRE INC	SHERIFF WORK VAN	588-699-920.400	79.95
29248	08/31/2010	VERIZON WIRELESS	783077175-00001	212-430-930.210	30.50
29248	08/31/2010	VERIZON WIRELESS	783077175-00001	281-537-930.210	394.63
29248	08/31/2010	VERIZON WIRELESS	783077175-00001	637-265-930.210	103.77
					<u>528.90</u>
29249	08/31/2010	WALKER BROTHERS	16922 BUS #21	588-699-920.400	531.05
29250	08/31/2010	WALMART	P VS PEARSON # 97-2240 RESTITUTION PMT	701-000-271.000	25.00
29251	08/31/2010	WASTE MANAGEMENT	TRASH PICK-UP	281-537-920.410	357.00
29251	08/31/2010	WASTE MANAGEMENT	COMMERCIAL GARBAGE SVC	637-265-920.410	190.00
					<u>547.00</u>
29252	08/31/2010	WAYNE ISBELL	8-17-10 TRANSPORT CASE #10-42	101-134-940.010	40.00
29253	08/31/2010	WEST PAYMENT CENTER	6005	101-267-726.200	433.50
29254	08/31/2010	WILLIAM AHRENBERG	8/19/2010	101-682-703.040	40.00
29254	08/31/2010	WILLIAM AHRENBERG	8/19/2010	101-682-930.500	3.20
					<u>43.20</u>
29255	08/31/2010	WINN TELECOM	989-705-1786 AUGUST TOTAL OF 90 CHECKS	588-699-930.210	389.28 214,303.10

Fund	Amount
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Total for fund 101 GENERAL FUND	36,277.43
Total for fund 205 WORK CAMP	87.75
Total for fund 208 PARKS AND RECREATIC	716.48
Total for fund 212 ANIMAL CONTROL	3,339.96
Total for fund 215 FRIEND OF THE COURT	348.38
Total for fund 233 HUD GRANT FUND	55.85
Total for fund 256 REGISTER OF DEEDS AI	453.60
Total for fund 260 LEGAL DEFENSE FUND	3,029.00
Total for fund 261 911 SERVICE FUND	200.00
Total for fund 281 AIRPORT	36,840.11
Total for fund 292 CHILD CARE FUND	5,048.04
Total for fund 293 SOLDIERS' RELIEF FUNI	6.38
Total for fund 516 DELINQUENT TAX REVI	5,979.13
Total for fund 588 TRANSPORTATION FUI	2,374.13
Total for fund 618 GIS PROJECT AND AERI	30.00
Total for fund 637 BUILDING AND GROUN	8,509.09
Total for fund 645 ADMINISTRATIVE SERV	514.99
Total for fund 647 HEALTH CARE FUND	6,336.70
Total for fund 701 GENERAL AGENCY	103,605.36
Total for fund 704 PAYROLL IMPREST FUN	550.72
TOTAL - ALL FUNDS	214,303.10

09/08/2010

CHECK DISBURSEMENT REPORT FOR COUNTY OF OTSEGO
SEPTEMBER 7, 2010 WARRANT

Check #	Check Date	Payee	Description	GL #	Amount
1049(E)	09/07/2010	CAREMARK	RX 8/1/2010 - 8/15/2010	647-851-704.120	6,790.28
29256	09/07/2010	VOID	** VOIDED **		** VOIDED **
29257	09/07/2010	VOID	** VOIDED **		** VOIDED **
29258	09/07/2010	VOID	** VOIDED **		** VOIDED **
29259	09/07/2010	VOID	** VOIDED **		** VOIDED **
29260	09/07/2010	VOID	** VOIDED **		** VOIDED **
29261	09/07/2010	VOID	** VOIDED **		** VOIDED **
29262	09/07/2010	VOID	** VOIDED **		** VOIDED **
29263	09/07/2010	VOID	** VOIDED **		** VOIDED **
29264	09/07/2010	VOID	** VOIDED **		** VOIDED **
29265	09/07/2010	VOID	** VOIDED **		** VOIDED **
29266	09/07/2010	VOID	** VOIDED **		** VOIDED **
29267	09/07/2010	BRUCE TILLINGER	PLB/MECH INSPECTOR SERVICES	249-371-801.027	1,040.00
29268	09/07/2010	CHARTER COMMUNICATIONS	PHONE COMPUTER CABLE	281-537-920.410	435.23
29269	09/07/2010	DBX GEOMATICS	WEB HOSTING SVC-EQUALIZATION	618-447-920.430	400.00
29270	09/07/2010	DTE ENERGY	GAS COMMERCIAL ACCT#4707 746 00	281-537-930.610	64.13
29271	09/07/2010	DUNNS	SUPPLIES	101-000-106.000	75.98
29271	09/07/2010	DUNNS	ACCT #2249, REF 684299-0 - 2 REAMS	233-690-726.000	11.58
29271	09/07/2010	DUNNS	OFFICE SUPPLIES	281-537-726.000	86.94
					174.50
29272	09/07/2010	EMPIRIC SOLUTIONS INC	IT OCTOBER	101-131-801.020	1,240.00
29272	09/07/2010	EMPIRIC SOLUTIONS INC	CONTRACTED SERVICES	101-228-801.020	1,599.33
29272	09/07/2010	EMPIRIC SOLUTIONS INC	IT OCTOBER	101-228-801.030	1,940.00

29272	09/07/2010	EMPIRIC SOLUTIONS INC	CONTRACTED SERVICES	101-261-940.010	8.00
29272	09/07/2010	EMPIRIC SOLUTIONS INC	CONTRACTED SERVICES	101-267-801.020	100.00
29272	09/07/2010	EMPIRIC SOLUTIONS INC	CONTRACTED SERVICES	101-301-920.410	4.00
29272	09/07/2010	EMPIRIC SOLUTIONS INC	CONTRACTED SERVICES	101-351-920.410	4.00
29272	09/07/2010	EMPIRIC SOLUTIONS INC	CONTRACTED SERVICES	281-537-801.020	16.00
29272	09/07/2010	EMPIRIC SOLUTIONS INC	CONTRACTED SERVICES	645-201-940.010	8.00
					<u>4,919.33</u>
29273	09/07/2010	EREMAL L. REPP	ELECTRICAL INSPECTOR SERVICES	249-371-801.026	1,160.00
29274	09/07/2010	GASLIGHT MEDIA	WIRELESS WORK CAMP/TRANSITION F	101-351-920.410	16.00
29274	09/07/2010	GASLIGHT MEDIA	WIRELESS CONNECTION AUG 2010	212-430-920.410	59.95
29274	09/07/2010	GASLIGHT MEDIA	HOSTING GLM	618-447-920.430	30.00
					<u>105.95</u>
29275	09/07/2010	TOPCOMP COMPUTER SOFTWARE	GIS/GPS MAINTENANCE	618-447-920.410	1,327.54
29276	09/07/2010	WASTE MANAGEMENT	GARBAGE SERVICES	208-751-920.200	583.71
29276	09/07/2010	WASTE MANAGEMENT	GARBAGE SERVICES	208-752-920.200	98.19
29276	09/07/2010	WASTE MANAGEMENT	TRASH PICK-UP	281-537-920.410	100.86
29276	09/07/2010	WASTE MANAGEMENT	SEPTEMBER 2010	637-265-920.410	190.00
					<u>972.76</u>
29277	09/07/2010	WINN TELECOM	JULY 2010	212-430-930.210	122.87
29278	09/07/2010	ACCURINT	FOC SKIP TRACING FEES - JULY 2010	101-141-940.010	42.50
29278	09/07/2010	ACCURINT	FOC SKIP TRACING FEES - JULY 2010	215-141-940.010	7.50
					<u>50.00</u>
29279	09/07/2010	ADVANCE ELECTRIC INC	LIGHT BULBS	208-751-726.050	65.95
29280	09/07/2010	CATHERINE ISBELL	8/17/10 TRANSPORT 10-42-00	292-662-930.500	12.00
29280	09/07/2010	CATHERINE ISBELL	8/17/10 TRANSPORT 10-42-00	292-662-930.830	6.00
					<u>18.00</u>

29281	09/07/2010	DOUG HYDE	TENNIS CAMP	208-752-940.010	200.00
29282	09/07/2010	GLAWE, INC	BOAT RAMP/PARKING IMPROVEMENT	208-751-940.010-WWGT000000	18,443.28
29283	09/07/2010	GREAT LAKES PIPE & SUPPLY	HAND PUMP CONVERSION KIT, SHIPPI	208-751-726.050	661.29
29284	09/07/2010	HP PRODUCTS	TOILET PAPER	208-751-726.025	58.20
29285	09/07/2010	JASON SAJDAK	REST PMT BY D.MAVES CASE #07-179	701-000-271.148	17.35
29286	09/07/2010	KSS ENTERPRISES	210934 PAPER TOWEL	208-751-726.025	148.30
29287	09/07/2010	LAVERN W. SCHLAUD	STATEMENT	249-371-801.024	1,785.00
29288	09/07/2010	MICHIGAN ELECTRIC TRANSMISSI	044-900-003-010-01 2003-2004 TAXA	701-000-274.005	1,194.57
29289	09/07/2010	NORTHERN MICHIGAN KENWORT	REST PMT BY B PADGETT CASE #01-95	701-000-271.148	136.00
29290	09/07/2010	OMS COMPLIANCE SERVICES INC	57178, 57268 PREEMPLOYMENT DRU	588-699-940.010	77.75
29290	09/07/2010	OMS COMPLIANCE SERVICES INC	57178, 57268 PREEMPLOYMENT DRU	645-201-726.000	77.75
					----- 155.50
29291	09/07/2010	OTSEGO CLUB & RESORT	REST PMT BY D.MAVES CASE #07-179	701-000-271.148	133.25
29292	09/07/2010	OTSEGO CO JUDICIAL SYSTM	SMA RX REIMBURSEMENT 8/23 TO 8/30/2C	101-131-704.110	80.00
29293	09/07/2010	PENNY'S ON THE DOLLAR	FIREWOOD	208-751-726.000	97.50
29294	09/07/2010	PURCHASE SALES	ICE CREAM	208-751-726.000	47.04
29295	09/07/2010	RHONDA MOORE	CAMPING REFUND	208-440-652.050	74.00
29296	09/07/2010	RUSS GREEN	CAMPING REFUND	208-440-652.050	53.00

29297	09/07/2010	SAGINAW COUNTY	13 DAYS OF PLACEMENT COSTS 10-42	292-662-930.810	1,950.00
29298	09/07/2010	SPARTAN SEWER & SEPTIC TANK	PUMP TANKS	208-751-920.200	1,181.85
29299	09/07/2010	STATE OF MICHIGAN	AUGUST 2010 MONTH END	701-000-228.037	1,119.20
29299	09/07/2010	STATE OF MICHIGAN	AUGUST 2010 MONTH END	701-000-228.042	270.00
29299	09/07/2010	STATE OF MICHIGAN	AUGUST 2010 MONTH END	701-000-228.057	75.00
29299	09/07/2010	STATE OF MICHIGAN	AUGUST 2010 MONTH END	701-000-228.058	2,048.50
29299	09/07/2010	STATE OF MICHIGAN	AUGUST 2010 MONTH END	701-000-228.059	1,408.00
					----- 4,920.70
29300	09/07/2010	STATE OF MICHIGAN	AUGUST 2010 MONTH END	701-000-228.006	120.60
29300	09/07/2010	STATE OF MICHIGAN	AUGUST 2010 MONTH END	701-000-228.037	36.00
29300	09/07/2010	STATE OF MICHIGAN	AUGUST 2010 MONTH END	701-000-228.042	210.00
29300	09/07/2010	STATE OF MICHIGAN	AUGUST 2010 MONTH END	701-000-228.058	419.00
29300	09/07/2010	STATE OF MICHIGAN	AUGUST 2010 MONTH END	701-000-228.059	173.50
					----- 959.10
29301	09/07/2010	STATE OF MICHIGAN	EDUCATION AND TRAINING	701-000-228.005	8.00
29302	09/07/2010	UP RENTAL	REST PMT BY K. PADGETT CASE #01-17	701-000-271.148	25.00
29303	09/07/2010	WAYNE ISBELL	8/17/2010 TRANSPORT 10-42-DC	292-662-930.830	6.00
			TOTAL OF 49 CHECKS (11 voided)		49,981.47

Fund	Amount
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Total for fund 101 GENERAL FUND	5,109.81
Total for fund 208 PARKS AND RECREA	21,712.31
Total for fund 212 ANIMAL CONTROL	182.82
Total for fund 215 FRIEND OF THE COU	7.50
Total for fund 233 HUD GRANT FUND	11.58
Total for fund 249 BUILDING INSPECTIC	3,985.00
Total for fund 281 AIRPORT	703.16
Total for fund 292 CHILD CARE FUND	1,974.00
Total for fund 588 TRANSPORTATION F	77.75
Total for fund 618 GIS PROJECT AND AE	1,757.54
Total for fund 637 BUILDING AND GRO	190.00
Total for fund 645 ADMINISTRATIVE SE	85.75
Total for fund 647 HEALTH CARE FUND	6,790.28
Total for fund 701 GENERAL AGENCY	7,393.97
TOTAL - ALL FUNDS	49,981.47

09/09/2010

CHECK DISBURSEMENT REPORT FOR COUNTY OF OTSEGO
SEPTEMBER 14, 2010 WARRANT

Check #	Check Date	Payee	Description	GL #	Amount
29304	09/14/2010	87-A DISTRICT COURT- IMPREST C. ID LAMINATE, BLINDS, DRUG CT LIBRARY		101-131-726.000	30.57
29304	09/14/2010	87-A DISTRICT COURT- IMPREST C. ID LAMINATE, BLINDS, DRUG CT LIBRARY		101-131-726.025	20.14
29304	09/14/2010	87-A DISTRICT COURT- IMPREST C. ID LAMINATE, BLINDS, DRUG CT LIBRARY		101-133-726.000	55.51
					106.22
29305	09/14/2010	87-B DISTRICT COURT-KALKASKA	CD COPY FEE 10-16119-FY-2 &10-16120-I	101-131-676.040	40.00
29306	09/14/2010	ABEL M CRUZ	AUGUST 2010 DRUG CT PHONE	101-131-930.210	30.00
29307	09/14/2010	ADVANCED BENEFIT SOLUTIONS, I	HRA RENEWAL FEE FOR 8/1/10 -7/31/11	645-270-801.020	150.00
29308	09/14/2010	ADVANCED BENEFIT SOLUTIONS, I	COBRA ADMIN FEES - SEPTEMBER 2010	101-131-704.110	11.85
29308	09/14/2010	ADVANCED BENEFIT SOLUTIONS, I	COBRA ADMIN FEES - SEPTEMBER 2010	101-133-704.110	0.95
29308	09/14/2010	ADVANCED BENEFIT SOLUTIONS, I	COBRA ADMIN FEES - SEPTEMBER 2010	101-136-704.110	0.95
29308	09/14/2010	ADVANCED BENEFIT SOLUTIONS, I	COBRA ADMIN FEES - SEPTEMBER 2010	101-141-704.110	4.86
29308	09/14/2010	ADVANCED BENEFIT SOLUTIONS, I	COBRA ADMIN FEES - SEPTEMBER 2010	101-148-704.110	0.95
29308	09/14/2010	ADVANCED BENEFIT SOLUTIONS, I	COBRA ADMIN FEES - SEPTEMBER 2010	215-141-704.110	0.84
29308	09/14/2010	ADVANCED BENEFIT SOLUTIONS, I	COBRA ADMIN FEES - SEPTEMBER 2010	292-662-704.110	2.40
					22.80
29309	09/14/2010	ADVANCED MARKETING PARTNER INV# 192065 TWO CARTONS (24 ROLLS)		101-301-726.000	48.63
29309	09/14/2010	ADVANCED MARKETING PARTNER INV# 192065 TWO CARTONS (24 ROLLS)		101-302-726.000	12.16
29309	09/14/2010	ADVANCED MARKETING PARTNER INV# 192065 TWO CARTONS (24 ROLLS)		101-334-726.000	12.16
29309	09/14/2010	ADVANCED MARKETING PARTNER INV# 192065 TWO CARTONS (24 ROLLS)		101-351-726.000	48.63
					121.58
29310	09/14/2010	AIT LABORATORIES	LAB SERVICES	101-648-930.920	180.00

29311	09/14/2010	ALCHEMY MIND, LLC	#100825B WOR PROGRAM F/ JAIL AND C 101-351-801.020	160.00
29311	09/14/2010	ALCHEMY MIND, LLC	#100825B WOR PROGRAM F/ JAIL AND C 205-301-801.020	400.00
29311	09/14/2010	ALCHEMY MIND, LLC	#100825B WOR PROGRAM F/ JAIL AND C 264-362-801.020	160.00
29311	09/14/2010	ALCHEMY MIND, LLC	#100825B WOR PROGRAM F/ JAIL AND C 595-351-801.020	80.00
				<u>800.00</u>
29312	09/14/2010	ALPINE COMPUTERS	INVOICE #72610125 22 IN MONITOR JAIL 101-351-801.020	195.00
29313	09/14/2010	ARROW UNIFORM RENTAL	09-877789 SEPTEMBER 588-699-940.010	66.04
29314	09/14/2010	AT&T MOBILITY	INV. 287004354023X08282010; ACCT #2: 101-267-930.210	82.62
29315	09/14/2010	AUTO OWNERS INSURANCE CO.	P VS KOHLER 701-000-271.000	50.00
29315	09/14/2010	AUTO OWNERS INSURANCE CO.	REST PMT BY BRADLEY ROSWELL 06-1932 701-000-271.130	100.00
				<u>150.00</u>
29316	09/14/2010	AUTO ZONE	REST PMT BY DAVID WILSON 09-22036-S 701-000-271.130	40.00
29317	09/14/2010	BENSINGER, COTANT & MENKES, I SERVICES	260-270-801.020	140.00
29318	09/14/2010	BEVERLY ENTERPRISES	P VS EVANS 701-000-271.000	100.00
29319	09/14/2010	BOB BARKER COMPANY INC	INMATE RAZORS #NC1912931 101-351-726.015	86.59
29320	09/14/2010	BRADLEY J. BUTCHER	REST PMT BY CONNIE JOSEPH 05-16547-F 701-000-271.130	100.00
29321	09/14/2010	CAREMARK	RX 8/16/10 - 8/31/10 647-851-704.120	7,571.58
29322	09/14/2010	CARSON CITY HOSPITAL	SUPPLIES 101-648-930.920	20.00
29323	09/14/2010	CASE CREDIT- CNH CAPITAL	45587 STOCK; 45948 TRIMMER; ***4558 588-699-726.025	20.76
29323	09/14/2010	CASE CREDIT- CNH CAPITAL	45587 STOCK; 45948 TRIMMER; ***4558 588-699-726.050	18.43
				<u>39.19</u>
29324	09/14/2010	CDW GOVERNMENT INC	LEXMARK PRINTER 281-537-726.000	579.95
29324	09/14/2010	CDW GOVERNMENT INC	QUOTE NUMBER - VKG7614 481-901-970.435	579.95
				<u>579.95</u>

					1,159.90
29325	09/14/2010	CHARTER COMMUNICATIONS	INMATE CABLE THRU 9/17/10	595-351-726.000	57.83
29326	09/14/2010	CHRISTOPHER MARTIN	SERVICES	101-648-801.020	525.00
29326	09/14/2010	CHRISTOPHER MARTIN	SERVICES	101-648-930.500	16.00
					----- 541.00
29327	09/14/2010	CHRISTOPHER YOUNG	P VS MOORE	701-000-271.000	80.00
29328	09/14/2010	CINTAS CORP	CARPET CLEANING	281-537-920.410	35.50
29329	09/14/2010	CLOCK MOBILITY	81783 FLOOR TRACKS (STOCK)	588-699-726.050	86.40
29330	09/14/2010	CMP DISTRIBUTORS	HOGLE WEAPON INV#22317	101-351-920.400	414.00
29331	09/14/2010	COLLEEN JOZWIAK	CCW APPLICATION	101-215-476.050	26.00
29331	09/14/2010	COLLEEN JOZWIAK	CCW APPLICATION	101-215-607.080	15.00
29331	09/14/2010	COLLEEN JOZWIAK	CCW APPLICATION	701-000-228.016	64.00
					----- 105.00
29332	09/14/2010	CONSUMERS ENERGY	COUNTY PARK	208-751-930.620	112.46
29332	09/14/2010	CONSUMERS ENERGY	225 W MAIN STREET	637-265-930.620	347.27
					----- 459.73
29333	09/14/2010	CORE TECHNOLOGY CORPORATIO	RENEWAL OF LEIN SUPPORT CONTRACT	101-131-920.410	4,402.00
29334	09/14/2010	CORNWELL TOOLS	8425 SHOP TOOLS	588-699-726.050	81.78
29335	09/14/2010	CROSSROADS INDUSTRIES	11342 WIPING CLOTHS	588-699-726.025	29.70
29336	09/14/2010	CUMMINS BRIDGEWAY	REST PMT BY HANS HEIM 07-19960-FY-3	701-000-271.130	100.00
29337	09/14/2010	CURTISS REPORTING CORP	08-3995-FC PLATTE MATTERS	101-131-930.931	872.20
29338	09/14/2010	DARLENE SZUMKO	8-12 DEFERMENT&8-18-10 COMMITMEN	101-131-801.022	150.00

29339	09/14/2010	DAVID BENTLEY	REST PMT BY ANTONIO BERLANGA 07-20 701-000-271.130		21.00
29340	09/14/2010	DE LAGE LANDEN PUBLIC FINANCE 7024369	AUGUST COPIES	588-699-940.010	142.93
29341	09/14/2010	DELAGE LANDEN FINANCIAL SERVI SERVICES		101-267-920.410	139.41
29341	09/14/2010	DELAGE LANDEN FINANCIAL SERVI SERVICES		101-864-920.410	867.39
29341	09/14/2010	DELAGE LANDEN FINANCIAL SERVI SERVICES		212-430-920.410	139.41
					<u>1,146.21</u>
29342	09/14/2010	DEPENDABLE CONCRETE	P VS YODER	701-000-271.000	10.00
29343	09/14/2010	DERMATEC DIRECT	JAIL SAFTEY GLOVES	101-351-726.035	264.00
29344	09/14/2010	DOMINION MIDWEST ENERGY INC 2003 - 2005	CHARLTON #2010-3 24-38 8 701-000-274.005		234,102.37
29345	09/14/2010	DONLEN FLEET COMPANY	REST PMT BY JAMES MCMURPHY 09-228: 701-000-271.130		75.00
29346	09/14/2010	DTE ENERGY	463315100024 AUGUST	588-699-930.610	25.50
29347	09/14/2010	DUNNS	ADDING MACHINE, TONER, CD HOLDERS, 101-131-726.000		432.26
29347	09/14/2010	DUNNS	CHAIR MAT, LASER LABELS, STORAGE BO; 101-141-726.000		174.87
29347	09/14/2010	DUNNS	PAPER REINFORSEMENTS AND NAME PLA 101-257-726.000		106.52
29347	09/14/2010	DUNNS	INV.684437-0; DATE 8-24-10; CUSTOMER 101-267-726.000		10.80
29347	09/14/2010	DUNNS	CHAIR MAT, LASER LABELS, STORAGE BO; 215-141-726.000		30.86
29347	09/14/2010	DUNNS	CERTIFICATE PAPER, FASTENERS 292-662-726.000		5.09
29347	09/14/2010	DUNNS	6852050 CLEANING SUPPLIES; CLIP BOAF 588-699-726.000		475.87
29347	09/14/2010	DUNNS	6852050 CLEANING SUPPLIES; CLIP BOAF 588-699-726.025		385.91
29347	09/14/2010	DUNNS	6848980 AUGUST COPIES	588-699-940.010	29.00
					<u>1,651.18</u>
29348	09/14/2010	EMPIRIC SOLUTIONS INC	FOC IT TECH SERVICES - AUGUST 2010	101-141-940.010	127.50
29348	09/14/2010	EMPIRIC SOLUTIONS INC	FOC IT TECH SERVICES - AUGUST 2010	215-141-940.010	22.50
					<u>150.00</u>
29349	09/14/2010	EVERCOM SYSTEMS INC	INMATE PHONAE CARD PURCHASE #0888 101-351-930.210		1,530.60

29350	09/14/2010	EXCEL SYSTEMS GROUP INC	LEGAL END TAB FOLDERS	101-141-726.000	301.50
29350	09/14/2010	EXCEL SYSTEMS GROUP INC	LEGAL END TAB FOLDERS	215-141-726.000	53.21
					----- 354.71
29351	09/14/2010	FARM BUREAU INSURANC	P VS WEBBER	701-000-271.000	80.00
29352	09/14/2010	FORWARD CORPORATION	REST PMT BY STANLEY COSTELLO 08-216:	701-000-271.130	150.00
29353	09/14/2010	FRED & SHIRLEY ROSS	P VS REYNERO	701-000-271.000	100.00
29354	09/14/2010	FREDERICK A. NEUMARK	MAACS COUNSEL APPT - KNEPPER	101-131-801.023	1,256.40
29355	09/14/2010	GAYLORD CINEMA WEST	P VS BERGER	701-000-271.000	30.00
29356	09/14/2010	GAYLORD CITY TREASURER	211D MONTH END - AUGUST 2010	701-000-221.000	330.00
29357	09/14/2010	GAYLORD COMMUNITY SCHOOLS	8-31-10 ROLLOVER OF PRE TO DELQ	516-000-026.003	1,371.74
29358	09/14/2010	GAYLORD FORD	INV# 46090 VEH# 6912 LUBE OIL FILTER +	101-301-726.050	35.40
29359	09/14/2010	GAYLORD MACHINE & FABRICATIC	14189 #30-#33 BUMPER MOUNTS	588-699-920.400	386.28
29360	09/14/2010	GAYLORD/OTSEGO CHAMBER OF	EXPO BOOTH SPACE FOR 2011 AIR SHOW	281-537-940.010-ARFR000000	250.00
29361	09/14/2010	HERBERT RALSTON	REST PMT BY ANDREW TAYLOR 09-22523	701-000-271.130	257.67
29362	09/14/2010	HICKERSON FLOOR & TILE HOUSE	SERVICES	637-265-726.050	3,073.05
29363	09/14/2010	HOEKSTRA TRANSPORTATION INC	C10087598 BUS #21	588-699-726.050	236.07
29364	09/14/2010	HOWARD L SHIFMAN PC	LEGAL SERVICES AUGUST 2010	260-130-801.025	57.50
29365	09/14/2010	IMPREST CASH, OTSEGO COUNTY	AUGUST IMPREST CASH CHARGES	101-301-726.000	7.77
29365	09/14/2010	IMPREST CASH, OTSEGO COUNTY	AUGUST IMPREST CASH CHARGES	101-301-930.210	52.99
29365	09/14/2010	IMPREST CASH, OTSEGO COUNTY	AUGUST IMPREST CASH CHARGES	101-301-930.450	18.43

29365	09/14/2010	IMPREST CASH, OTSEGO COUNTY . AUGUST IMPREST CASH CHARGES		101-301-930.500	13.00
29365	09/14/2010	IMPREST CASH, OTSEGO COUNTY . AUGUST IMPREST CASH CHARGES		101-302-726.000	7.75
29365	09/14/2010	IMPREST CASH, OTSEGO COUNTY . AUGUST IMPREST CASH CHARGES		101-331-726.000	5.70
29365	09/14/2010	IMPREST CASH, OTSEGO COUNTY . AUGUST IMPREST CASH CHARGES		101-351-726.000	17.74
					<u>123.38</u>
29366	09/14/2010	IMPREST CASH-SUSAN PREMO	REPLENISH	101-101-726.000	56.98
29366	09/14/2010	IMPREST CASH-SUSAN PREMO	REPLENISH	101-336-726.000	13.00
29366	09/14/2010	IMPREST CASH-SUSAN PREMO	REPLENISH	266-901-970.420	13.00
29366	09/14/2010	IMPREST CASH-SUSAN PREMO	REPLENISH	645-201-930.450	21.28
					<u>104.26</u>
29367	09/14/2010	JAMES BANNER, DO	AUTOPSY SERVICES	101-648-930.920	900.00
29368	09/14/2010	JAMES ERVIN DAMRON	REST PMT BY KATHRYN CUTLER 09-22641	701-000-271.130	100.00
29369	09/14/2010	JAMES KNOX	OVERPAYMENT	281-537-930.664	194.20
29370	09/14/2010	JAYNE DREFFS-LAFNEAR	DEFECTIVE PLEADINGS-LAFNEAR V BOUG	101-136-607.150	34.00
29370	09/14/2010	JAYNE DREFFS-LAFNEAR	DEFECTIVE PLEADINGS-LAFNEAR V BOUG	701-000-228.058	56.00
					<u>90.00</u>
29371	09/14/2010	JIM WERNIG INC	25793 STOCK & #26	588-699-726.050	887.26
29372	09/14/2010	JOHN DENISON	REST PMT BY TROY WILSON 08-21680-FY	701-000-271.130	48.00

29373	09/14/2010	JOHNSON OIL COMPANY	INV# Q328566 (\$33.95) & Q328568 (\$33	101-301-726.050	67.90
29373	09/14/2010	JOHNSON OIL COMPANY	130563 WASHER FLUID	588-699-726.050	26.40
					<u>94.30</u>
29374	09/14/2010	JON DEMING	SERVICES	101-648-801.020	150.00
29375	09/14/2010	JOURNEY TO FREEDOM, INC	COUNSELING DRUG CT PARTICIPANTS AU	101-133-940.010	80.00
29376	09/14/2010	JUDICIAL MANAGEMENT SYSTEMS	UPDATE BOND AGENCY INFO ON CT WEB	101-131-970.450	120.00
29377	09/14/2010	JULIE DELANEY	AUGUST 2010 MAGISTRATE PHONE	101-131-930.210	30.00
29378	09/14/2010	KRYSTI DEE MCHENRY	REST PMT BY JAMES WEBSTER 10-23156-	701-000-271.130	10.00
29379	09/14/2010	LUTHERAN CHILD & FAMILY SERVI	7/6 TO 7/31/10 PLACEMENT 10-081-NA	292-662-930.810	1,419.34
29380	09/14/2010	MANPOWER	ACCT 550532882 PREEMPLOYMENT TES	645-201-940.010	250.00
29381	09/14/2010	MASSEY, STEVE	REST PMT BY PATRICK LAMB 07-20323-SI	701-000-271.130	25.00
29382	09/14/2010	MAURERS TEXTILE RENTAL	FOC MATS	101-141-726.000	12.37
29382	09/14/2010	MAURERS TEXTILE RENTAL	FOC MATS	215-141-726.000	2.18
					<u>14.55</u>
29383	09/14/2010	MAXIMUM SECURITY	REPLACE TRANSMITTERS RM 327&330 AI	101-131-920.400	171.00
29383	09/14/2010	MAXIMUM SECURITY	OCT-DEC 2010 FAMILY WING MONITORIN	101-131-940.010	179.94
29383	09/14/2010	MAXIMUM SECURITY	OCT - DEC 2010 FOC WING MONITORING	101-141-940.010	76.47
29383	09/14/2010	MAXIMUM SECURITY	OCT - DEC 2010 FOC WING MONITORING	215-141-940.010	13.50
					<u>440.91</u>
29384	09/14/2010	MEDTOX	WORK CAMP DRUG TESTING SUPPLIES #2	205-301-726.000	209.78
29385	09/14/2010	MICHIGAN ASSOCIATION OF COU	31059/000 SEPT 28 TO OCT 28, 2010	101-131-704.110	1,294.16
29385	09/14/2010	MICHIGAN ASSOCIATION OF COU	31059/000 SEPT 28 TO OCT 28, 2010	292-662-704.110	393.01
29385	09/14/2010	MICHIGAN ASSOCIATION OF COU	31059/000 SEPT 28 TO OCT 28, 2010	704-000-231.261	440.05
					<u>2,127.22</u>

29386	09/14/2010	MICHIGAN ASSOCIATION OF COURTS 05914/746 SEPT 28 TO OCT 28, 2010	101-131-704.110	9,153.13
29386	09/14/2010	MICHIGAN ASSOCIATION OF COURTS 05914/746 SEPT 28 TO OCT 28, 2010	101-136-704.110	1,190.95
29386	09/14/2010	MICHIGAN ASSOCIATION OF COURTS 05914/746 SEPT 28 TO OCT 28, 2010	101-141-704.110	6,706.52
29386	09/14/2010	MICHIGAN ASSOCIATION OF COURTS 05914/746 SEPT 28 TO OCT 28, 2010	101-148-704.110	1,439.06
29386	09/14/2010	MICHIGAN ASSOCIATION OF COURTS 05914/746 SEPT 28 TO OCT 28, 2010	215-141-704.110	1,183.51
29386	09/14/2010	MICHIGAN ASSOCIATION OF COURTS 05914/746 SEPT 28 TO OCT 28, 2010	292-662-704.110	1,925.36
29386	09/14/2010	MICHIGAN ASSOCIATION OF COURTS 05914/746 SEPT 28 TO OCT 28, 2010	704-000-231.261	1,136.76
				<u>22,735.29</u>
29387	09/14/2010	MICHIGAN ASSOCIATION OF COURTS 31059/901 SEPT 28 TO OCT 28, 2010	101-131-940.110	2,976.17
29388	09/14/2010	MICHIGAN FAMILY SUPPORT COURTS PAYNE, DEANE, WESTENBARGER, NEUBECKER	101-141-704.400	255.00
29388	09/14/2010	MICHIGAN FAMILY SUPPORT COURTS FALL CONF. REGISTRATION FOR ELLIS	101-267-704.400	75.00
29388	09/14/2010	MICHIGAN FAMILY SUPPORT COURTS PAYNE, DEANE, WESTENBARGER, NEUBECKER	215-141-704.400	45.00
				<u>375.00</u>
29389	09/14/2010	MICHIGAN MUNICIPAL RISK MANAGEMENT INV# 1221/TRAINING-TACTICAL ENCOUNTERS	101-301-704.400	324.00
29390	09/14/2010	MICHONNE DIANA FOUST REST PMT BY MARK HERRELL JR 10-23271	701-000-271.130	12.50
29391	09/14/2010	MID STATES BOLT & SCREW CO 3503627 SHOP	588-699-726.050	24.39
29392	09/14/2010	MSP LAB REST PMT BY ANDREW TAYLOR 09-22523	701-000-271.130	216.67
29393	09/14/2010	MUFFLER MAN OF MICHIGAN 7644 VAN #13	588-699-920.400	30.00
29394	09/14/2010	MURRAY BRUTON OTSEGO COUNTY MOTORCYCLE SAFETY FUND	101-332-676.040-MSP0000000	25.00
29395	09/14/2010	MUSKEGON DEVELOPMENT COMMITTEE REST PMT BY JON THOMPSON 05-17048-	701-000-271.130	66.96
29396	09/14/2010	NELSONS FUNERAL HOME TRANSPORTATION	101-648-930.460	175.00
29396	09/14/2010	NELSONS FUNERAL HOME VETERAN COUNTY BURIAL ALLOWANCE,	101-681-930.960	300.00
				<u>475.00</u>

29397	09/14/2010	NEW CENTURY SIGNS	INVOICE #1825, 2 SCREEN PRINT GD182 / 101-332-940.010-DONAT00000	16.00
29397	09/14/2010	NEW CENTURY SIGNS	EMBROIDERY F/HOHL JAIL PRATT AND NI 101-351-726.046	80.00
29397	09/14/2010	NEW CENTURY SIGNS	EMBROIDERY F/HOHL JAIL PRATT AND NI 205-301-726.046	48.00
29397	09/14/2010	NEW CENTURY SIGNS	(3) WARNING SIGNS 281-537-920.400	30.00
				<u>174.00</u>
29398	09/14/2010	NORTHWEST MICHIGAN COMMUNI DENTAL SERV F/AYERS AND COLE 8/24 AI	101-351-726.035	378.00
29399	09/14/2010	OTSEGO CLUB & RESORT	P VS COKER 701-000-271.000	50.00
29400	09/14/2010	OTSEGO COUNTY	DRUG COURT BUS - AUGUST 2010 101-133-930.500	380.00
29401	09/14/2010	OTSEGO LAKE TWP TREAS	8-31-10 PRE ROLLED TO DELQ SYSTEM 516-000-026.003	166.64
29402	09/14/2010	PAXTON RESOURCES	REST PMT BY JON THOMPSON 05-17048- 701-000-271.130	34.00
29403	09/14/2010	PAYNE AND DOLAN	PARKING LOT PAVEMENT SERVICES 499-901-970.300	36,410.00
29404	09/14/2010	PTS OF AMERICA, LLC	INV. 45350; DATE 8-24-10; PASSENGER = 101-267-801.020	584.10
29405	09/14/2010	RANDAL WOODWARD	REST PMT BY JOYCE SMITH 09-22380-FY- 701-000-271.130	386.99
29406	09/14/2010	RESTAT	31096325 INMATE PHARMACY THRU 8/1 101-351-726.035	985.53
29407	09/14/2010	REVIVAL ANIMAL HEALTH	VACCINATIONS INV # 37730 8-17-10 212-430-726.035	520.93
29408	09/14/2010	ROB LINSTRUM	SERVICES 101-648-801.020	525.00
29408	09/14/2010	ROB LINSTRUM	SERVICES 101-648-930.500	42.50
				<u>567.50</u>
29409	09/14/2010	ROBERT MOORE	REST PMT BYB NICOLE KIRK 09-22658-SM 701-000-271.130	20.00
29410	09/14/2010	SAFETY-KLEEN	51601646 USED OIL 588-699-940.010	121.90
29411	09/14/2010	SAGASSER & ASSOC.	SERVICES 637-265-726.050	1,025.00

29412	09/14/2010	SANDY JASINSKI	REST PMT BY DAVID DREWS 10-23476-SM	701-000-271.130	458.00
29413	09/14/2010	SANE	P VS GIBSON	701-000-271.000	276.50
29414	09/14/2010	SECRETARY OF STATE	211D MONTH END - AUGUST 2010	701-000-228.030	321.67
29415	09/14/2010	SHERRY FORBES	OCTOBER 2010 COURT CLEANING	101-131-726.025	150.00
29415	09/14/2010	SHERRY FORBES	OCTOBER 2010 FOC CLEANING	101-141-726.025	127.50
29415	09/14/2010	SHERRY FORBES	OCTOBER 2010 FOC CLEANING	215-141-726.025	22.50
					<u>300.00</u>
29416	09/14/2010	SMART START MICHIGAN	PBT LEASE & DOWNLOADS DRUG CT AUG	101-133-940.010	127.50
29417	09/14/2010	SRW, INC	REST PMT BY JON THOMPSON 05-17048-	701-000-271.130	34.00
29418	09/14/2010	STANDARD ELECTRIC COMPANY	BULBS	281-537-920.400	12.89
29419	09/14/2010	STAPLES BUSINESS ADVANTAGE	MAILERS, LABELS, CORR TAPE, PAPER, PE	101-131-726.000	287.78
29420	09/14/2010	STATE ELECTRONICS	DZUKO1358 HAND MICS	588-699-726.050	82.50
29421	09/14/2010	STATE FARM INSURANCE	REST PMT-P.LAMB #22-M384-999 07-20E	701-000-271.130	25.00
29422	09/14/2010	STATE OF MICHIGAN	REST PMT-C.INMAN 7635495-52CDC 08-	701-000-271.130	75.00
29423	09/14/2010	STATE OF MICHIGAN	211D MONTH END - AUGUST 2010	701-000-228.020	40.00
29423	09/14/2010	STATE OF MICHIGAN	211D MONTH END - AUGUST 2010	701-000-228.037	1,838.92
29423	09/14/2010	STATE OF MICHIGAN	211D MONTH END - AUGUST 2010	701-000-228.042	280.00
29423	09/14/2010	STATE OF MICHIGAN	211D MONTH END - AUGUST 2010	701-000-228.057	321.66
29423	09/14/2010	STATE OF MICHIGAN	211D MONTH END - AUGUST 2010	701-000-228.058	5,082.00
29423	09/14/2010	STATE OF MICHIGAN	211D MONTH END - AUGUST 2010	701-000-228.059	14,122.04
					<u>21,684.62</u>

29424	09/14/2010	STATE OF MICHIGAN	CIRCUIT AND FAMILY COURT	701-000-228.037	1,119.20
29424	09/14/2010	STATE OF MICHIGAN	CIRCUIT AND FAMILY COURT	701-000-228.042	270.00
29424	09/14/2010	STATE OF MICHIGAN	CIRCUIT AND FAMILY COURT	701-000-228.057	75.00
29424	09/14/2010	STATE OF MICHIGAN	CIRCUIT AND FAMILY COURT	701-000-228.058	2,048.50
29424	09/14/2010	STATE OF MICHIGAN	CIRCUIT AND FAMILY COURT	701-000-228.059	1,408.00
					<u>4,920.70</u>
29425	09/14/2010	STATE OF MICHIGAN	PROBATE COURT	701-000-228.006	120.60
29425	09/14/2010	STATE OF MICHIGAN	PROBATE COURT	701-000-228.037	36.00
29425	09/14/2010	STATE OF MICHIGAN	PROBATE COURT	701-000-228.042	210.00
29425	09/14/2010	STATE OF MICHIGAN	PROBATE COURT	701-000-228.058	419.00
29425	09/14/2010	STATE OF MICHIGAN	PROBATE COURT	701-000-228.059	173.50
					<u>959.10</u>
29426	09/14/2010	STATE OF MICHIGAN	AUGUST 2010 M/E	701-000-228.005	8.00
29427	09/14/2010	STATE OF MICHIGAN	STATE INT 8-31-10 ROLLOVER DELQ	516-000-026.003	83.32
29428	09/14/2010	STATE OF MICHIGAN BUREAU OF I REST PMT-Z. DORRIS #061121 06-18384-		701-000-271.130	125.00
29429	09/14/2010	STEPHENSON PROCESS SERVICE, L 07-000169-NA PERSONAL SERVICE		101-131-930.450	15.70
29430	09/14/2010	TEACHING FAMILY HOMES OF UPF JULY 2010 PLACEMENT 06-184-NA		292-662-930.810	4,220.96
29431	09/14/2010	THERIAULT, REGINA	AUGUST 2010 MAGISTRATE PHONE	101-131-930.210	30.00
29432	09/14/2010	THOMAS HARTOON	REST PMT BY ANTONIO BERLANGA 07-20	701-000-271.130	36.00
29433	09/14/2010	THOMAS J PUDVAN	EXAMINER SERVICES	101-648-801.020	300.00
29433	09/14/2010	THOMAS J PUDVAN	EXAMINER SERVICES	101-648-930.210	20.00
					<u>320.00</u>
29434	09/14/2010	TIMOTHY HORD, DDS	P VS CURRY	701-000-271.000	100.00
29435	09/14/2010	TIMOTHY LISERIO	REST PMT BY ADAM MONTGOMERY 10-2	701-000-271.130	1,629.95

29436	09/14/2010	TIMOTHY MCPHERSON	9/1/2010 ADMINISTRATION FEE'S	101-332-801.020	1,484.00
29437	09/14/2010	TRACEY CRUZ	AUGUST 2010 MAGISTRATE PHONE	101-131-930.210	30.00
29438	09/14/2010	TREETOPS SYLVAN RESORT	REST PMT BY C PRUSAKIEWICZ 09-22256-	701-000-271.130	101.50
29439	09/14/2010	TRIPLE M TIRE INC	2-99246 BUS#33	588-699-920.400	85.00
29440	09/14/2010	U.S POSTAL SERVICE	POSTAGE	101-000-103.000	1,500.00
29441	09/14/2010	UNIVERSITY CENTER AT GAYLORD	GED #346/349/351/353/354	595-351-726.000	275.00
29442	09/14/2010	UPPER LAKES TIRE	TIRE REPAIR/BALANCE	281-537-726.050	42.00
29443	09/14/2010	US POSTAL SERVICE	POSTAGE	101-000-103.000	1,500.00
29444	09/14/2010	VAN KET ISLER	REST PMT BY BRIAN BRANDOW 09-22784-	701-000-271.130	50.00
29445	09/14/2010	VERIZON WIRELESS	2448093894 AUGUST	588-699-930.210	130.50
29446	09/14/2010	VESCO OIL CORPORATION	3620656 SHOP/ WASH RACK	588-699-726.050	65.90
29447	09/14/2010	WAL MART	SUPPLIES FOR JULY 2010	212-430-726.025	477.99
29448	09/14/2010	WALMART	P VS PEARSON	701-000-271.000	25.00
29449	09/14/2010	WALTER LOCKWOOD	REST PMT BY JOYCE SMITH 09-22380-FY-	701-000-271.130	572.52
29450	09/14/2010	WALTER LONEY	OVERPAYMENT	281-537-930.664	284.92
29451	09/14/2010	WASH N GO MANAGEMENT INC	INV# 4721 PATROL VEH WASHES JULY 25	101-301-920.410	5.00
29451	09/14/2010	WASH N GO MANAGEMENT INC	INV# 4721 PATROL VEH WASHES JULY 25	101-302-920.410	15.00
29451	09/14/2010	WASH N GO MANAGEMENT INC	INV# 4721 PATROL VEH WASHES JULY 25	101-331-726.050	15.00

					35.00
29452	09/14/2010	WASTE MANAGEMENT	3823859-1838-0 SEPTEMBER	588-699-940.010	69.00

29453	09/14/2010	WOLVERINE POWER SUPPLY COOF INVOICE #0040578-IN, IX PORTABLE 800 101-332-940.010-DONAT00000			375.00
29454	09/14/2010	XEROX CORPORATION	AUGUST 2010 COURT COPIER	101-131-920.520	202.84
29454	09/14/2010	XEROX CORPORATION	AUGUST 2010 FOC COPIER	101-141-920.520	82.72
29454	09/14/2010	XEROX CORPORATION	AUGUST 2010 FOC COPIER	215-141-920.520	14.60
					<u>300.16</u>
29455	09/14/2010	ZAREMBA EQUIPMENT INC	HOSE, BEARING, CUP INNER, SEAL, FREIG	281-537-920.400	149.90
			TOTAL OF 152 CHECKS		385,875.62

Fund	Amount
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Total for fund 101 GENERAL FUND	47,896.62
Total for fund 205 WORK CAMP	657.78
Total for fund 208 PARKS AND RECREA	112.46
Total for fund 212 ANIMAL CONTROL	1,138.33
Total for fund 215 FRIEND OF THE COL	1,388.70
Total for fund 260 LEGAL DEFENSE FUI	197.50
Total for fund 264 LCL CORRECTIONS C	160.00
Total for fund 266 EQUIPMENT FUND	13.00
Total for fund 281 AIRPORT	1,579.36
Total for fund 292 CHILD CARE FUND	7,966.16
Total for fund 481 AIRPORT CAPITAL P	579.95
Total for fund 499 CAPITAL PROJECTS I	36,410.00
Total for fund 516 DELINQUENT TAX R	1,621.70
Total for fund 588 TRANSPORTATION I	3,507.52
Total for fund 595 JAIL COMMISSARY	412.83
Total for fund 637 BUILDING AND GRC	4,445.32
Total for fund 645 ADMINISTRATIVE SE	421.28
Total for fund 647 HEALTH CARE FUNC	7,571.58
Total for fund 701 GENERAL AGENCY	268,218.72
Total for fund 704 PAYROLL IMPREST F	1,576.81
TOTAL - ALL FUNDS	385,875.62



Otsego County
Brownfield Redevelopment Authority
1062 Cross Street • Gaylord, MI 49735

September 2, 2010

John Burt, County Administrator
225 W. Main Street
Gaylord, MI 49735

RE: Request for a Cash Advance to Cover Brownfield Authority Grant Related Expenses

Dear John:

On behalf of the Otsego County Brownfield Authority, I am requesting a cash advance from the County to the Brownfield Redevelopment Authority (BRA). The grant from the Michigan Department of Natural Resources and Environment (MDNRE) for the Brownfield site assessment work at the former Georgia-Pacific property is only reimbursed every quarter based on paid invoices. Due to timing we were able to cover the first quarter (April-June) from the balance of funds related to the Elmer's project. However, that project has just been completed and the balance has been invoiced and submitted for payment. We currently have two outstanding invoices totaling \$58,098.87 for work completed in July and August. We will not be able to seek reimbursement from the MDNRE again until October for this quarter's expenses.

In compliance with the County's Cash Advance Policy I am providing the following remediation plan:

1. Amount of cash requested: \$58,098.87
2. Date requested: September 2, 2010
3. Date of repayment: Two to three weeks from submission of payment request (Estimate October 29)
4. Narrative.
 - a) Explanation of the circumstances that resulted in the need for a cash advance.
The MDNRE will only reimburse grant related expenses every quarter. The BRA was able to cover the first quarter expenses from the fund balance that resulted from the Elmer's Brownfield project until the first reimbursement request was processed by the MDNRE. The Elmer's project has been completed and current invoices will exhaust these funds.
 - b) Overview of the current, year-to-date budget status and a projected budget for the next fiscal year.
The BRA budget is project specific.
The Georgia-Pacific project has a grant funded budget of \$743,750. To-date, we have expended \$395,544 and been reimbursed \$337,445. We have an estimated \$348,000 of work left to be performed over the September through December period.

John Burt, County Administrator
September 2, 2010
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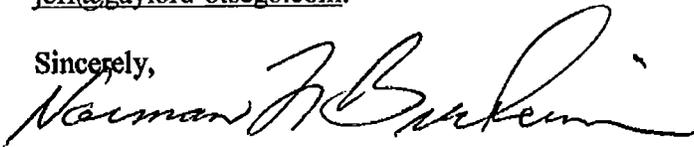
c) Economic, personnel, or other factors affecting the finances and/or operations that are relevant to the need for a cash advance.
MDNRE reimbursement policy limiting reimbursements to quarterly draws unless the total exceeds 15% of the total grant amount (\$111,562).

5. A plan of action detailing what steps will be taken to prevent the need for a cash advance in the future. Specific courses of action and time tables are required.

On behalf of the BRA, I am also requesting to be allowed a cash advance for invoices received for the first two months of each of each quarter remaining in the grant project and that a receivable be created for an invoice received in the third month. This will allow us to keep our consultant paid within a reasonable time period as well as provide the state with the appropriate payment documentation (County ledger showing payment) to receive reimbursement at the end of every quarter. If at any time during this remaining period we have invoices totaling 15% or more of the total grant, we will automatically seek reimbursement from the MDNRE and thus shorten the period of cash advance need. Our current schedule calls for all work to be completed by the end of December.

If you have any questions, please contact Jeff Ratcliffe, our project manager, at 731-0288 or jeff@gaylord-otsego.com.

Sincerely,



Norman L. Brecheisen,
OCBRA Chair

Cc: Jeff Ratcliffe



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Policy No 500.01	Subject Purchasing	Date Issued 4/13/04
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<p>Application</p> <p><u>General Fund Functions</u></p> <p><input checked="" type="checkbox"/> General Fund Departments <input type="checkbox"/> 46th Trial Court <input type="checkbox"/> Joint Building Authority <input checked="" type="checkbox"/> Other Jointly Governed Organizations</p> <p><u>Special Revenue Functions</u></p> <p><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</p> <p><input checked="" type="checkbox"/> Building Authority</p> <p><u>Business-Type Functions</u></p> <p><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</p> <p><u>Component Units</u></p> <p><input type="checkbox"/> University Center <input type="checkbox"/> Road Commission <input type="checkbox"/> Ambulance <input type="checkbox"/> Sportsplex <input type="checkbox"/> Other:</p>	<p>Revised 09/14/10</p> <p>Applicable Forms</p>
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Contact Department Administration	Contact Phone Number 989-731-7520	Contact Fax Number 989-731-7529	Contact E-Mail jburt@otsegocountymi.gov
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Summary

The purpose of this policy is to establish procedures for the purchase of all supplies, equipment, vehicles, and all construction or altering of County facilities for any department of the County of Otsego in a manner that maximizes the purchasing value of public funds in procurement. This policy includes capital leases on any such item as listed above. ~~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.

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1. Definitions

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

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

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



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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

- B. All bids shall be opened at the time, date and place specified, and the opening and inspection of all bids shall be made by the County Administrator. A complete summary of the bids, including the bidding firm's name, cost, qualifying data, and any other relevant information, shall be kept on file. Final approval, acceptance and selection of bids that are low bid and meet specifications shall be recommended by the County Administrator to the Board of Commissioners.
- 2.5 **Expendable Supplies:** For each expendable category of purchases, the County Administrator, with the assistance of the respective department staff (i.e. maintenance/jail food staff), will compile and maintain a list of preferred suppliers. Such lists will be reviewed and updated periodically. Typically one – three vendors will be listed to provide comparison pricing and selection options.
- 2.6 **Open Purchase Orders:** Open Purchase Orders shall be utilized for vendors that provide

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

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

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

2.8 Cooperative Government Contracts: Bidding requirements shall be waived if the County is able to secure favorable prices on purchases by joining with other local governments, or participating with the State of Michigan or the Federal Government in purchasing. The County Administrator is authorized to enter into the necessary agreements or contracts on behalf of the County.

2.9 Exempted Purchases: Exempted purchases include maintenance agreement billings, utility billings, contracted service invoices, insurance payments, and other like services as noted in the Otsego County Payables Policy. The appropriate account number and signature of a Management Team member is required for exempted purchases, and shall appear across the invoice.

2.10 Payment Procedure: The respective Management Team member will be responsible for inspection of all orders, upon receipt of the order and prior to the acceptance of the delivery. Upon acceptance of items, verification that the packing slip matches the purchase order must accompany the invoice in order to obtain payment. Whenever a department rejects any orders, the County Administrator shall be notified immediately and given the reason for the rejection.

2.11 Capital Leases: The process for bidding capital leases shall be similar to other purchases. Should the price of the purchase not be reasonably known prior to engaging the bidding process, the Formal Bidding Process shall be used.

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

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the exception of Workers Compensation and Employers' Liability insurance.

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

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

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

~~Limits of Liability for Professional Liability Coverage shall be within the following guidelines based on contract amount:~~

- ~~• Projects up to \$750,000: Minimum of \$1,000,000 per occurrence and aggregate.~~
- ~~• Projects \$750,001 to \$1,750,000: Minimum of \$2,000,000 per occurrence and aggregate.~~
- ~~• Projects \$1,750,001 to \$2,750,000: Minimum of \$3,000,000 per occurrence and aggregate.~~
- In the event that services delivered either directly or indirectly involve or require professional services (e.g. architectural, engineering, medical), Professional Liability Coverage (Errors and Omissions) insurance coverage must be provided with a limit of liability of not less than \$1,000,000 per occurrence and aggregate generally, and must further be in an amount to be equal to or greater than the total project cost.

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- ~~• The required amounts continue to escalate by adding \$1,000,000 to the beginning and ending project range and to the minimum insurance requirement.~~
- A Waiver of Subrogation is required on the certificate of liability insurance.
- The certificate of liability insurance is required to have a 30-day notice of cancellation.

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

2.21 ***Purchases on Behalf of Other Agencies:*** For purchases made by Otsego County while acting as a grant fiduciary on behalf of other agencies, Otsego County will allow Preferred Vendors at the written request of an authorized representative from the requesting agency.

2.22 ***Nepotism:*** A County employee or grant administrator may not hire a person related to him/her to do contractual work without first having solicited three (3) bids and/or advertise in a newspaper of general circulation for the service. Bids and/or applications will be reviewed by the County Administrator to determine compliance with this policy. For the purposes of this policy, "related" shall cover the following relationships:

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

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

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

Any service being performed for the County that has not been authorized in accordance with the policies and procedures stated herein, shall be immediately discontinued and the original



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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