



## 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, December 15, 2015 beginning at 9:30 a.m., at the County Building at 225 W. Main Street, Room 100, Gaylord, Michigan 49735.

### AGENDA

Call to Order

Invocation

Pledge of Allegiance

Roll Call

Approval of Regular Minutes of November 10, 2015 w/attachments

Consent Agenda

- A. Health and Human Services Board Appointment (Youngs) – Motion to Approve
- B. Commission on Aging Reappointment (Mertz) – Motion to Approve
- C. Emergency Medical Services Reappointment (Axford) – Motion to Approve
- D. Parks and Recreation Commission Reappointment (Baragrey) – Motion to Approve
- E. Parks and Recreation Commission Reappointment (Cruz) – Motion to Approve
- F. Planning Commission Reappointment (Hartmann) – Motion to Approve
- G. Planning Commission Appointment (Tholl) – Motion to Approve
- H. ZBA Appointment (Colosimo) – Motion to Approve
- I. Budget & Finance Committee Recommendations
  1. 2015 Budget Amendment Authority
  2. FY 2015 Court Budget Amendment – Motion to Approve

Committee Reports

- A. Budget & Finance Committee
  1. Vanderbilt Trailhead
  2. OCR 15-40 Opposition to Bills
- B. Planning Commissioner Recommendations
  1. Zoning Ordinance Amendments

Administrator's Report

City Liaison, Township & Village Representatives

Correspondence

- A. November Financial Reports

New Business

- A. Financials
  1. December 1, 2015 Warrant
  2. December 8, 2015 Warrant
  3. December 15, 2015 Warrant
- B. Sportsplex Component Unit Agreement
- C. Other Business

**Add:** 1. Parks & Rec Commission Appointment (Stults)

Public Comment

Board Remarks, Announcements, and Informal Discussions

Closed Session

Adjournment

November 24, 2015

The regular meeting of the Otsego County Board of Commissioners was held at the Alpine Center, 800 Livingston Blvd., Multi-Purpose Room, Gaylord, Michigan. The meeting was called to order at 9:30 a.m. by Chairman Ken Borton. Invocation by Commissioner Paul Beachnau, followed by the Pledge of Allegiance led by Randy Stults.

Roll Call:

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

Excused: Bruce Brown.

Motion by Commissioner Lee Olsen, seconded by Commissioner Paul Liss, to approve the Regular minutes of November 10, 2015 with attachments. Ayes: Unanimous. Motion carried.

Consent Agenda:

Motion to adopt OCR 15-36 2015 CDBG Grant Resolution.

Roll Call Vote:

Ayes: Julie Powers-Gehman, Paul Beachnau, Paul Liss, Lee Olsen, Erma Backenstose, Ken Glasser, Doug Johnson, Ken Borton.

Nays: None.

Excused: Bruce Brown.

Motion carried/Resolution adopted. (see attached)

Motion to adopt OCR 15-37 Fair Housing Resolution.

Roll Call Vote:

Ayes: Julie Powers-Gehman, Paul Beachnau, Paul Liss, Lee Olsen, Erma Backenstose, Ken Glasser, Doug Johnson, Ken Borton.

Nays: None.

Excused: Bruce Brown.

Motion carried/Resolution adopted. (see attached)

Motion to adopt OCR 15-38 Discharge of Mortgage Otsego Property LLC.

Roll Call Vote:

Ayes: Julie Powers-Gehman, Paul Beachnau, Paul Liss, Lee Olsen, Erma Backenstose, Ken Glasser, Doug Johnson, Ken Borton.

Nays: None.

Excused: Bruce Brown.

Motion carried/Resolution adopted. (see attached)

Motion to approve NEMSCA Letter of Support. Ayes: Unanimous. Motion carried. (see attached)

Motion to approve the 2016 Board of Commissioners schedule. Ayes: Unanimous. Motion carried. (see attached)

Motion to approve the 2016 Holiday Schedule. Ayes: Unanimous. Motion carried. (see attached)

Truth in Taxation public hearing was opened at 9:34 a.m.  
Public hearing was closed at 9:36 a.m.

#### Committee Reports:

Motion by Commissioner Paul Beachnau, seconded by Commissioner Lee Olsen, to advance \$25,000 to the Bus System (fund 588) as of September 30, 2015 and an additional \$125,000 by the end of 2015 to assist with cash flow shortages caused by lag time in State funding payments, set up as a short term due to/due from loan from the Delinquent Tax Fund (fund 516) to be repaid in full by March 2016. Ayes: Unanimous. Motion carried.

Motion by Commissioner Paul Beachnau, to adopt Resolution OCR 15-35, the FY 2016 Budget and General Appropriations Act Resolution.

#### Roll Call Vote:

Ayes: Julie Powers-Gehman, Paul Beachnau, Paul Liss, Lee Olsen, Erma Backenstose, Ken Glasser, Doug Johnson, Ken Borton.

Nays: None.

Excused: Bruce Brown.

Motion carried/Resolution adopted. (see attached)

#### Administrator's Report:

John Burt reported the County Commissioner District IV vacancy has been posted; Courthouse plaza process, they are working on the fountain; waiting for health care rates; Land Use remodel is almost complete; Parks director position posted; \$18,000 grant for mobile laptops for police cars; Trail Grant application motion.

Motion by Commissioner Paul Beachnau, seconded by Commissioner Lee Olsen, to approve the Budget Amendment for trail grant application services agreement with C2AE in the amount of \$2,100 to come from the General Fund Contingency Fund. Ayes: Unanimous. Motion carried. (see attached)

#### Special Presentations:

Gaylord Community Schools Superintendent Cheryl Wojtas reported on the early college program offered at the High School.

City Liaison, Township and Village Representative: None.

Commissioner Paul Beachnau reported on the City Council meeting, Stephen Hartz was appointed immediately as City Council member.

Correspondence: None.

**New Business:**

Motion by Commissioner Paul Liss, seconded by Commissioner Lee Olsen, to approve the November 6, 2015 Special Warrant and the November 17, 2015 Warrant for a total amount of \$56,269.48 Ayes: Unanimous. Motion carried.

Motion by Commissioner Ken Glasser, seconded by Commissioner Doug Johnson, to approve the November 17, 2015 Special Warrant and the November 24, 2015 Warrant for a total amount of \$168,911.80. Ayes: Unanimous. Motion carried.

**Public Comment:**

Chairman Ken Borton opened up the meeting for public comment.

**Board Remarks:**

Commissioner Paul Beachnau reported the Chambers Holiday after hours is December 2<sup>nd</sup> at the Otsego Club, the Downtown Santa parade is December 5<sup>th</sup>.

Commissioner Julie Powers-Gehman reported on the skateboard project progress.

Commissioner Lee Olsen had no report.

Commissioner Erma Backenstose had no report.

Commissioner Paul Liss reported on the Vanderbilt Gateway trail head project progress; Corwith Township library is open, the open house is December 6<sup>th</sup> from 1pm-4pm.

Commissioner Ken Glasser had no report.

Commissioner Doug Johnson had no report.

Commissioner Ken Borton attended the MAC transportation board meeting in Lansing.

Meeting adjourned at 10:12 a.m.

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Kenneth C. Borton Chairman

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Susan I. DeFeyter, Otsego County Clerk

**RESOLUTION NO. OCR 15-36**  
**AUTHORIZING RESOLUTION**  
OTSEGO COUNTY BOARD OF COMMISSIONERS  
November 24, 2015

**WHEREAS**, the County of Otsego is interested in the continuing effort to rehabilitate housing conditions for its low income residents; and

**WHEREAS**, the County of Otsego has demonstrated a need for this assistance with data outlined in the application; and

**WHEREAS**, the County of Otsego intends to meet this need by submission of an application to the Michigan State Housing Authority (MSHDA) Housing Resource Fund (HRF) Allocation Community Development Block Grant and 50% leveraged funds of \$112,500 with MSHDA Property Improvement Program (PIP), Federal Home Loan Bank - Neighborhood Impact Program and Accessibility Modifications Programs, thus meeting more needs; and

**WHEREAS**, the Otsego County Board of Commissioners accepts the recommendation of the Otsego County Housing Committee to apply for \$223,500 at 0-80% area median income – 50% forgiven not prorated, monthly payments over 10 years, zero percent interest; now, therefore, be it

**RESOLVED**, that the Otsego County Administrator, John M. Burt on behalf of the Otsego County Board of Commissioners, be the Authorized Official to sign and submit said MSHDA's HRF Application and Marlene K. Hopp, Director of the Otsego County Housing Committee be the Agency Administrator to prepare the grant and submit other documents as required.

**OTSEGO COUNTY HOUSING COMMITTEE**  
**Housing Resource Fund**  
**Community Development Block Grant Funds**  
**Program Summary**

**Project Description**

The Otsego County Housing Committee will be requesting a grant through Michigan State Housing Development Authorities (MSHDA's) Housing Resource Funding (HRF) of Community Development Block Grant (CDBG) rehabilitation funds of \$223,500. The rehabilitation grant will be in the targeted strategy within the county areas of the City of Gaylord, Bagley Township, Village of Vanderbilt and Village of Johannesburg, whereas the emergency repairs not exceeding 15% of the grant and all program income will be utilized county wide for single-family residential dwellings to all qualified homeowners on an equal opportunity basis.

These and leveraged funds will assist 20 low income residents not exceeding 80% of the county median income, by assisting rehabilitation to single-family residential dwellings. Otsego County's geographic area contains 24,164 persons, with 14,731 housing units of which 7,776 are owner-occupied, 1,980 renter-occupied and 4,975 are vacant, according to the 2010 census.

MSHDA - Property Improvement Program and Federal Home Loan Bank - Neighborhood Impact Program and Accessibility Modifications Program of approximately \$112,500 will be the leveraged funds of the grant during the twenty-four month period. The following activities that will be promoted are listed below.

**Budget**

<u>Component-Activity</u>	<u>MSHDA Funds</u>	<u>Proposed Units</u>	<u>Leverage Funds</u>
Homeowner Rehabilitation	\$175,000	5	
Emergency Repair	\$48,500	5	
Administration			
<u>Leverage Funds</u>		10	\$112,500
MSHDA- Property Improvement Program			
FHLB- Neighborhood Impact Program & Accessibility Modifications Program			
<b>Total</b>	<b>\$223,500</b>	<b>20</b>	<b>\$112,500</b>

**Homeowner Assistance Rehabilitation and Emergency Repair (\$223,500)**

**Activity Description:** The homeowner assistance rehabilitation program will assist 20 very-low to modest income individuals and families with rehabilitation, emergency repair and reduce lead-based paint to their existing dwelling. Repairs performed to the dwelling will meet the HUD Uniform Physical Conditions Standards and local codes, ordinances and standards. Funds will be secured by a mortgage at a 0% interest deferred loan or 0 - 3% interest loan with payments. Potential homeowners will apply for the program based on qualifications and program guidelines.

**Rehabilitation Classification:**

Single-family rehabilitation is categorically excluded subject to section 58.5 (24 Code of Federal Regulations (CFR) (58.35(a)) targeted strategy areas in Otsego County areas of the City of Gaylord, Bagley Township, Village of Vanderbilt and Village of Johannesburg, with Section 58.6 authorities and requires a two-tiered environmental review of each project. Emergency repairs are exempt activities subject to section 58.34 (24 CFR 58.34 (a)1-(a)12) and will be throughout Otsego County subject to Section 58.6 authorities.

**Administration**

Administration will be \$40,230, 18% of grant and collected throughout the duration of the grant to administer the home owner rehabilitation program. Administrative funds are classified as exempt activity under 24 CFR 58.34(a)1-(a)12.

Marlene K. Hopp

Marlene K. Hopp, Director  
 Otsego County Housing Committee

November 10, 2015

Dated



AN EQUAL OPPORTUNITY HOUSING PROGRAM



**RESOLUTION NO. OCR 15-37**  
**AUTHORIZING RESOLUTION**  
OTSEGO COUNTY BOARD OF COMMISSIONERS  
November 24, 2015

**FAIR HOUSING RESOLUTION**

**WHEREAS**, under the Federal Fair Housing Law, Title VIII of the Civil Rights Act of 1968, it is illegal to deny housing to any person because of race, color, religion, gender, physical or mental disabilities or national origin; and

**WHEREAS**, under the Michigan Elliott-Larsen Civil Rights Act, PA 453 of 1976, as amended, it is illegal to deny the opportunity to obtain housing to any person because of religion, race, color, national origin, age, sex, height, weight, familial status, or marital status; and

**WHEREAS**, LET IT BE KNOWN TO ALL PERSONS that it is the policy of **Otsego County** to implement mortgage programs to ensure equal opportunity in housing for all persons regardless of religion, race, color, national origin, age, sex, height, weight, familial status, or marital status. Therefore, **Otsego County** does hereby pass the following Resolution:

**BE IT RESOLVED** that in accordance with Executive Order 11063, **Otsego County** shall not discriminate in the sale, rental, leasing, or financing of housing because of religion, race, color, gender, physical or mental disabilities, national origin, age, height, weight, familial status, or marital status; and

**Otsego County** will assist all persons who feel they have been discriminated against because of religion, race, color, gender, physical or mental disabilities, national origin, age, height, weight, familial status, or marital status to seek equity under federal and state laws by providing information to said persons on how to file a complaint with the Michigan Department of Civil Rights; and

**Otsego County** will at a minimum post this policy or the Fair Housing poster or other posters, flyers or other information which will bring to the attention of owners of real estate, developers and builders their respective responsibilities and rights under the Federal Fair Housing Law and Michigan Elliott Larsen Act; and, now, therefore be it

**RESOLVED**, that the opportunity to participate in federal, state and locally funded programs without discrimination because of race, religion, national origin, color, sex, marital status, age or disability is hereby recognized and declared to be a civil right; and be it further

**RESOLVED**, that the Otsego County Board of Commissioners hereby appoints Cynthia Polena, Otsego County Housing Clerk on November 24<sup>th</sup>, 2015 as the Otsego County Housing Program Fair Housing contact person. Upon any complaints that refer to any discrimination with the Otsego County Housing Program based on the above description Mrs. Polena will follow the Otsego County Fair Housing Policy, attached.

## OTSEGO COUNTY FAIR HOUSING POLICY

The Otsego County Housing Program (known as *The Housing Program* throughout the remainder of this policy) is committed to fair housing and will work aggressively to ensure that the Otsego County housing developments comply fully with all state, federal and local fair housing laws. The Housing Program has appointed Cynthia Polena, Housing Clerk as their fair housing contact person. Ms. Polena has an understanding of the Fair Housing Laws and will attend applicable training to remain informed.

The Housing Program has established a Fair Housing Log. The Fair Housing Log will be maintained by Cindee Polena, and will disclose information regarding any and all fair housing concerns and their outcomes. Fair housing issues identified in the community, such as in the newspaper, will be recorded in the log. Persons wishing to file a housing related complaint or concern will be referred to the Michigan Department of Civil Rights, HUD, and their local Fair Housing Center. Persons wishing to file a complaint or concern that is employment related will be referred to the Equal Employment Opportunity Committee and the Michigan Department of Civil Rights. The Housing Program will notify MSHDA if a complaint or concern is filed.

The offices of The Housing Program are accessible and barrier free. The Otsego County Housing office will make every attempt to reasonably accommodate all of its customers.

The Housing Program will include the Fair Housing Logo on all of its documents and advertisements. The Housing Program will post a Fair Housing poster in a place visible to the public. The Housing Program will secure and distribute Fair Housing material provided by MSHDA and various other Fair Housing agencies and organizations. "*Fair Housing, Equal Opportunity for All*" brochure #HUD-1686-FHEO (revised January 2002) will be distributed to all applicants.

The Housing Program will consider all applicants and contractors based on qualifications. No applicant or contractor will be denied housing or a contract based on their race, color, national origin, religion, age, sex, marital status, familiar status and/or disability. Persons raising concerns regarding discrimination will not be retaliated against. The Housing Program will request that both minority and women apply for assistance through the single-family and emergency assistance programs.

The Housing Program is committed to affirmative marketing and will identify their fair housing needs and barriers. The Housing Program will address these needs and barriers by establishing a plan to resolve and meet fair housing needs.

The Housing Program is committed to providing safe, affordable, decent, and sanitary housing located in areas where people choose to live.

Revised 1/2002

To this policy includes language of the attached executive order 11063.

# Executive Order 11063

DATE: 11-20-62

24 -- Housing and Urban Development

Equal opportunity in housing

WHEREAS the granting of Federal assistance for the provision, rehabilitation, or operation of housing and related facilities from which Americans are excluded because of their race, color, creed, or national origin is unfair, unjust, and inconsistent with the public policy of the United States as manifested in its Constitution and laws; and

WHEREAS the Congress in the Housing Act of 1949 has declared that the general welfare and security of the Nation and the health and living standards of its people require the realization as soon as feasible of the goal of a decent home and a suitable living environment for every American family; and

WHEREAS discriminatory policies and practices based upon race, color, creed, or national origin now operate to deny many Americans the benefits of housing financed through Federal assistance and as a consequence prevent such assistance from providing them with an alternative to substandard, unsafe, unsanitary, and overcrowded housing; and

WHEREAS such discriminatory policies and practices result in segregated patterns of housing and necessarily produce other forms of discrimination and segregation which deprive many Americans of equal opportunity in the exercise of their unalienable rights to life, liberty, and the pursuit of happiness; and

WHEREAS the executive branch of the Government, in faithfully executing the laws of the United States which authorize Federal financial assistance, directly or indirectly, for the provision, rehabilitation, and operation of housing and related facilities, is charged with an obligation and duty to assure that those laws are fairly administered and that benefits there under are made available to all Americans without regard to their race, color, creed, or national origin;

NOW, THEREFORE, by virtue of the authority vested in me as President of the United States by the Constitution and laws of the United States, it is ordered as follows:

## Part I -- Prevention of Discrimination

Section 101. I hereby direct all departments and agencies in the executive branch of the Federal Government, insofar as their functions relate to the provision, rehabilitation, or operation of housing and related facilities, to take all action necessary and appropriate to prevent discrimination because of race, color, creed, or national origin -- \1\ (FOOTNOTE)

(FOOTNOTE) \1\ Editorial note: Executive Order 12259 of Dec. 31, 1980, 46 FR 1253, 3 CFR, 1980 Comp., p. 307, revises section 101 to apply to discrimination because of race, color, religion (creed), sex, or national origin.

(a) in the sale, leasing, rental, or other disposition of residential property and related facilities (including land to be developed for residential use), or in the use or occupancy thereof, if such property and related facilities are --

(I) owned or operated by the Federal Government, or

(II) provided in whole or in part with the aid of loans, advances, grants, or contributions hereafter agreed to be made by the Federal Government, or

(III) provided in whole or in part by loans hereafter insured, guaranteed, or otherwise secured by the credit of the Federal Government, or

(iv) provided by the development or the redevelopment of real property purchased, leased, or otherwise obtained from a State or local public agency receiving Federal financial assistance for slum clearance or urban renewal with respect to such real property under a loan or grant contract hereafter entered into; and

(b) in the lending practices with respect to residential property and related facilities (including land to be developed for residential use) of lending institutions, insofar as such practices relate to loans hereafter insured or guaranteed by the Federal Government.

Sec. 102. I hereby direct the Department of Housing and Urban Development and all other executive departments and agencies to use their good offices and to take other appropriate action permitted by law, including the institution of appropriate litigation, if required, to promote the abandonment of discriminatory practices with respect to residential property and related facilities heretofore provided with Federal financial assistance of the types referred to in Section 101(a)(ii), (iii), and (iv).

[Sec. 102 amended by EO 12259 of Dec. 31, 1980, 46 FR 1253, 3 CFR, 1980 Comp., p. 307]

## Part II -- Implementation by Departments and Agencies

Sec. 201. Each executive department and agency subject to this order is directed to submit to the President's Committee on Equal Opportunity in Housing established pursuant to Part IV of this order (hereinafter sometimes referred to as the Committee), within thirty days from the date of this order, a report outlining all current programs administered by it which are affected by this order.

Sec. 202. Each such department and agency shall be primarily responsible for obtaining compliance with the purposes of this order as the order applies to programs administered by it; and is directed to cooperate with the Committee, to furnish it, in accordance with law, such information and assistance as it may request in the performance of its functions, and to report to it at such intervals as the Committee may require.

Sec. 203. Each such department and agency shall, within thirty days from the date of this order, issue such rules and regulations, adopt such procedures and policies, and make such exemptions and exceptions as may be consistent with law and necessary or appropriate to effectuate the purposes of this order. Each such department and agency shall consult with the Committee in order to achieve such consistency and uniformity as may be feasible.

## Part III -- Enforcement

Sec. 301. The Committee, any subcommittee thereof, and any officer or employee designated by any executive department or agency subject to this order may hold such hearings, public or private, as the Committee, department, or agency may deem advisable for compliance, enforcement, or educational purposes.

Sec. 302. If any executive department or agency subject to this order concludes that any person or firm (including but not limited to any individual, partnership, association, trust, or corporation) or any State or local public agency has violated any rule, regulation, or procedure issued or adopted pursuant to this order, or any non-discrimination provision included in any agreement or contract pursuant to any such rule, regulation, or procedure, it shall endeavor to end and remedy such violation by informal means, including conference, conciliation, and persuasion unless similar efforts made by another Federal department or agency have been unsuccessful. In conformity with rules, regulations, procedures, or policies issued or adopted by it pursuant to Section 203 hereof, a department or agency may take such action as may be appropriate under its governing laws, including, but not limited to, the following:

It may --

(a) cancel or terminate in whole or in part any agreement or contract with such person, firm, or State or local public agency providing for a loan, grant, contribution, or other Federal aid, or for the payment of a commission or fee;

(b) refrain from extending any further aid under any program administered by it and affected by this order until it is satisfied that the affected person, firm, or State or local public agency will comply with the rules, regulations, and procedures issued or adopted pursuant to this order, and any nondiscrimination provisions included in any agreement or contract;

(c) refuse to approve a lending institution or any other lender as a beneficiary under any program administered by it which is affected by this order or revoke such approval if previously given.

Sec. 303. In appropriate cases executive departments and agencies shall refer to the Attorney General violations of any rules, regulations, or procedures issued or adopted pursuant to this order, or violations of any nondiscrimination provisions included in any agreement or contract, for such civil or criminal action as he may deem appropriate. The Attorney General is authorized to furnish legal advice concerning this order to the Committee and to any department or agency requesting such advice.

Sec. 304. Any executive department or agency affected by this order may also invoke the sanctions provided in Section 302 where any person or firm, including a lender, has violated the rules, regulations, or procedures issued or adopted pursuant to this order, or the nondiscrimination provisions included in any agreement or contract, with respect to any program affected by this order administered by any other executive department or agency.

Part IV -- Establishment of the President's Committee on Equal Opportunity in Housing [Part IV revoked by EO 12259 of Dec. 31, 1980, 46 FR 1253, 3 CFR, 1980 Comp., p. 307]

Part V -- Powers and Duties of the President's Committee on Equal Opportunity in Housing Sec. 501. [Revoked]

[Sec. 501 revoked by EO 12259 of Dec. 31, 1980, 46 FR 1253, 3 CFR, 1980 Comp., p. 307]

Sec. 502. (a) The Committee shall take such steps as it deems necessary and appropriate to promote the coordination of the activities of departments and agencies under this order. In so doing, the Committee shall consider the overall objectives of Federal legislation relating to housing and the right of every individual to participate without discrimination because of race, color, creed, or national origin in the ultimate benefits of the Federal programs subject to this order.  
\1\ (FOOTNOTE)

(FOOTNOTE) \1\ Editorial note: Executive Order 12259 of Dec. 31, 1980, 46 FR 1253, 3 CFR, 1980 Comp., p. 307, revises section 502 to apply to discrimination because of race, color, religion (creed), sex, or national origin.

(b) The Committee may confer with representatives of any department or agency, State or local public agency, civic, industry, or labor group, or any other group directly or indirectly affected by this order; examine the relevant rules, regulations, procedures, policies, and practices of any department or agency subject to this order and make such recommendations as may be necessary or desirable to achieve the purposes of this order.

(c) The Committee shall encourage educational programs by civic, educational, religious, industry, labor, and other nongovernmental groups to eliminate the basic causes of discrimination in housing and related facilities provided with Federal assistance.

Sec. 503. [Revoked]

[Sec. 503 revoked by EO 12259 of Dec. 31, 1980, 46 FR 1253, 3 CFR, 1980 Comp., p. 307]

Part VI -- Miscellaneous

Sec. 601. As used in this order, the term "departments and agencies" includes any wholly-owned or mixed-ownership Government corporation, and the term "State" includes the District of Columbia, the Commonwealth of Puerto Rico, and the territories of the United States.

Sec. 602. This order shall become effective immediately.

The provisions of Executive Order 11063 of Nov. 20, 1962, appear at 27 FR 11527, 3 CFR, 1959 - 1963 Comp., p. 652, unless otherwise noted.

Content updated June 30, 2002



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U.S. Department of Housing and Urban Development  
451 7th Street S.W., Washington, DC 20410  
Telephone: (202) 708-1112 TTY: (202) 708-1455  
[Find the address of a HUD office near you](#)



**RESOLUTION NO. OCR 15-38**  
**AUTHORIZING RESOLUTION**  
OTSEGO COUNTY BOARD OF COMMISSIONERS  
November 24, 2015

**WHEREAS**, the Otsego County Board of Commissioners is the owner of a property located at 340 W. Main Street, Gaylord, Michigan 49735 and has a mortgage recorded in the office of the Register of Deeds for Otsego County Michigan, in Liber 1243, Pages 827-830 in the name of Otsego Property, LLC, a Michigan Limited Liability Company, and

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

**RESOLVED**, that Otsego County hereby issues a DISCHARGE OF MORTGAGE to Otsego Property, LLC, a Michigan Limited Liability Company and be It further

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



**Board of Commissioners**  
225 West Main Street • Gaylord, Michigan 49735  
989-731-7520 • Fax 989-731-7529

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November 24, 2015

Michigan State Housing Development Authority  
735 E. Michigan Avenue  
PO Box 30044  
Lansing, MI 48909  
Attn: Community Development Division

To Whom It May Concern:

The Otsego County Board of Commissioners would like to express support of the Northeast Michigan Community Service Agency, Inc. (NEMCSA) application for HOME funds to implement a regional homebuyer purchase rehabilitation program. NEMCSA's vast experience administering regional programs demonstrates that they understand the regional concept and are equipped with the necessary resources, both internal and external, to manage a program of this nature.

It is understood that NEMCSA intends to collaborate, to the extent possible, and utilize all existing relationships with county housing commissions to ensure a cost effective delivery of services. The Otsego County Board of Commissioners agrees that this project will provide an affordable opportunity for low income individuals and families within the service area to achieve the dream of owning their own home.

Sincerely,

Kenneth C. Borton  
Chairman, Otsego County Board of Commissioners



**2016  
BOARD OF COMMISSIONERS  
MEETING SCHEDULE**

**Second and fourth Tuesdays of each month  
\*(unless noted), beginning at 9:30 a.m., in Room #100,  
Otsego County Building, 225 West Main Street**

January 5\* (*Organizational Meeting*)  
January 12  
January 26  
February 9  
February 23  
March 8  
March 22  
April 12  
April 26  
May 10  
May 24  
June 14  
June 28  
July 12  
July 26  
August 9  
August 23  
September 13  
September 27  
October 11  
October 25  
November 8  
November 22  
December 13\* (*one meeting held this month*)



## 2016 Holiday Schedule

Friday, January 1 <sup>st</sup>	New Year's Day
Monday, February 15 <sup>th</sup>	Presidents' Day
Friday, March 25 <sup>th</sup>	Good Friday
Monday, May 30 <sup>th</sup>	Memorial Day
Monday, July 4 <sup>th</sup>	Independence Day
Monday, September 5 <sup>th</sup>	Labor Day
Friday, November 11 <sup>th</sup>	Veterans' Day
Thursday, November 24 <sup>th</sup>	Thanksgiving Day
Friday, November 25 <sup>th</sup>	Friday after Thanksgiving
Friday, December 23 <sup>rd</sup> (observed)	Christmas Eve
Monday, December 26 <sup>th</sup> (observed)	Christmas Day
Friday, December 30 <sup>th</sup> (observed)	New Year's Eve
Monday, January 2 <sup>nd</sup> (2017) (observed)	New Year's Day

Minutes of a regular meeting of the Otsego County Board of Commissioners, held in the multi-purpose room at the J. Richard Yuill Alpine Center Complex, 800 Livingston Blvd., Gaylord, Michigan on the 24<sup>th</sup> day of November, 2015 beginning at 9:30 a.m.

PRESENT:

ABSENT:

The following preamble and resolution were offered by Commissioner Beachnau.

**OCR 15-35**  
**Fiscal Year 2016 Budget Resolution**  
**And General Appropriations Act**

**WHEREAS**, the Uniform Budget and Accounting Act ("UBAA") MCLA 141.421 et seq., requires that the Board enact a general appropriations act designed to meet County-funded expenditures; and

**WHEREAS**, County offices, the courts, county departments, agencies and others have submitted requests for a county appropriation in the 2016 budget; and

**WHEREAS**, the County Administrator has submitted a proposed budget as required by statute; and

**WHEREAS**, the Board of Commissioners has taken into consideration the fact that there are required functions of county government or operations which must be budgeted at a serviceable level in order to provide required services programs; and

**WHEREAS**, the Board of Commissioners has determined the amount of money to be raised by taxation necessary for expenditures and liabilities for the 2016 fiscal year and has ordered that money to be raised by taxation within statutory and constitutional limitations.

**NOW, THEREFORE, BE IT RESOLVED**

1. That the 2016 Otsego County Budget for the General Fund which is incorporated by reference herein, is hereby adopted on a basis consistent with the Otsego County policies, subject to all County policies regarding the expenditure of funds as well as the conditions set forth in this resolution.
2. Tax rates are to be levied for the 2016 fiscal year as summarized in Appendix A of this document.
3. That this budget reflects a reasonable allocation of available resources to the various County departments, boards, and agencies, and allows for all mandated services, programs, and activities, including the courts to be performed at or beyond a serviceable level.

4. That the Board of Commissioners hereby authorizes monthly county-based surcharge of \$1.72 be placed on all communications service provider equipment able to call 9-1-1 for service as allowed under Public Act 164 of 2007 to defray the costs of being ready to process and of actually processing 9-1-1 calls placed within Otsego County for Fiscal Year 2016, and that such funds shall be used in accordance with all applicable state and federal laws and County policies.
5. That all County elected officials and department heads shall abide by all County policies, including the Purchasing policy, personnel policies, and applicable labor agreements, as adopted and amended by this Board and that the budgeted funds are appropriated contingent upon compliance with these policies.
6. That the approved employee positions on the Approved Position Control Number Roster contained in this Budget as Appendix B, shall limit the number of employees who can be employed. No funds are appropriated for any position or employee not on the Approved Position Control Number Roster. Further, there may be a need to increase or decrease various positions within the Budget and/or impose a hiring freeze and/or impose lay-offs due to the unforeseen financial changes; therefore, the Approved Position Control Number Roster List may be changed from time to time by the Board and/or the Board may impose a hiring freeze. County elected officials and department heads shall abide by whatever changes are made by the Board, if any, relative to the approved positions and the number of employees stated in the Approved Position Control Number Roster List.
7. That the authorized positions in the Approved Position Control Number Roster List contained in each budget indicates the authorized maximum number of employees in their respective classifications for that budget. Any deviations from said list must be specifically approved by the Board.
8. That certain positions contained in the Approved Position Control Number Roster List which are supported in some part by a grant, cost sharing, child care reimbursement, or other source of outside funding, are only approved contingent upon the County receiving the budgeted revenues. In the event outside funding is not received, or the County is notified that it will not be received, then said positions shall be considered unfunded and removed from the Approved Position Control Number Roster List.
9. That the Administrator is authorized upon request of the respective elected official or department head to transfer persons from certain positions contained in the Approved Position Control Number Roster List, which are supported in some part by grant, cost sharing, child care reimbursement or other source of outside funding, to another grant funded position in order to reduce County cost.
10. That the Board of Commissioners elects to set the limit that Otsego County, as employer, will pay for medical benefit plan coverage at 80% for all Otsego County employees to comply with Michigan Public Act 152 of 2011.

11. That revenues received by the County under Public Act 106 and 107, 1985 (Convention Facility Tax revenues) shall not be used to reduce the County's operating millage levy (2016 Budget Year) as defined by Public Act 2 of 1986.
12. That in accordance with Public Act 106 of 1985 and Public Act 2 of 1986, 50% or approximately \$86,246 of the estimated \$172,492 of the Convention Facility Tax revenues not used to reduce the County's operating tax rate, shall be transmitted to the Northern Michigan Substance Abuse Services with remaining revenues to be deposited into the County's General Fund.
13. That revenues received by the County under Public Act 264 of 1987 (Health and Safety Fund Act) shall not be used to reduce the County's operating millage levy (2016 Budget Year).
14. That in accordance with Public Act 264 of 1987, that 12/17 of the estimated Cigarette Tax revenue, not used to reduce the County's operating tax rate, shall be appropriated to the Northwest Michigan Health Department, for public health prevention programs and services, with remaining revenues to be deposited into the County's general fund. The County's estimated Cigarette Tax revenue for 2016 is \$0.
15. That the Administrator is hereby appointed "Budget Administrator," pursuant to the Uniform Budget and Accounting Act, MCLA 141.421 et seq., with power to administer such duties in connection with said budget, as may be from time to time, delegated to the Office of the County Administrator by this Board.
16. That the Budget Administrator be directed to disburse to the various agencies, the approved County appropriation on the basis of need as determined by the cash balances within their respective funds.
17. That the County Administrator, upon recommendation of the appropriate elected official or department head, be authorized to accept grants on behalf of the County if there is no local match required, or ongoing programming or funding which would require additional appropriations or staffing in current or future fiscal years.
18. That the County Administrator, upon recommendation of the appropriate elected official or department head, be authorized to accept grants on behalf of the County in an amount up to \$50,000 with a local match not to exceed 10% (\$5,000), if required, and if available within the requesting department's current budget, and to record the appropriate budget amendment.
19. That the County Administrator is required and directed to automatically reduce any department each time a reduction is made in federal, state or local funds. The County Administrator, in conjunction with the affected elected official or department head, shall promptly make the necessary lay-offs and advise those affected by the service that those services are being discontinued as a result of said cutbacks.

20. That the County Administrator is authorized to cause the drafting of contracts where necessary and appropriate within established budgetary limitations and that the County Administrator is authorized to sign said contracts after legal counsel approved each contract as to legal form, and the Board of Commissioners has approved each contract. The County Administrator is authorized to sign all contract renewals without prior approval of the Board if funds are previously approved for said contract and there are no changes to the contract as part of the renewal.
21. That the Board of Commissioners has determined that it is fiscally prudent to carry a \$350,000 fund balance in the Health Care fund (Fund 647). Funds in excess of this amount shall be refunded to the contributing funds outside of the general fund as follows: 208 Parks and Recreation, 209 Groen Operating Fund, 588 Bus, 212 Animal Control, 232 Housing, 281 Airport, 249 Land Use Services. All remaining leftover funds will be transferred to the General Fund.
22. The Board of Commissioners has determined that it is fiscally prudent to maintain a Legal Defense Fund, Fund 260.
23. The Board of Commissioners has determined that it is fiscally prudent to carry a fund balance level of 10% of expenditures from year-to-year in the Building and Grounds Fund, Fund 637, in order to avoid cash flow shortfalls.
24. The Board of Commissioners has determined that the Administrative Services Fund, Fund 645, will need to maintain a fund balance level of 5% of expenditures from year-to-year, in order to avoid cash flow shortfalls.
25. The Board of Commissioners has determined that the Tax Foreclosure Fund, Fund 617, will need to maintain a minimum Fund Balance of \$200,000 to offset potential foreclosure sale losses, and to have funds to pay for property clean-up and maintenance for those parcels that have become County-owned property via the foreclosure process, and to have funds to pay for payroll expenses for staff time spent on managing the foreclosure process and accounting for foreclosures.
26. That the amounts indicated in the "Budgetary Detail" are hereby appropriated from the General Funds and other funds of Otsego County according to the Activity Centers (Departments) contained in that detail which is incorporated herein by reference, and that such appropriations shall be restricted to the functioning of those Activity Centers (Departments), all applicable federal and state laws, County policies, and the provisions of this Act. The "Budgetary Detail" chart is included in this document at Appendix C.
27. The Administrator has the authority to approve all amendments made to the 2016 budget except for instances where a) the amendment will increase the department's total net budget or b) the amendment will affect a payroll account (defined as any account in the 700,000-705,000 expenditure section of the general ledger, except education and training 704,400) and exceeds \$500 in total.

**AND FURTHER BE IT RESOLVED,**

That the Chairman of the Otsego County Board of Commissioners be authorized to sign said document.

**A ROLL CALL VOTE WAS TAKEN AS FOLLOWS:**

**AYES:**

**NAYS:**

**RESOLUTION DECLARED ADOPTED.**

\_\_\_\_\_  
Ken Borton, Chairman  
Otsego County Board of Commissioners

\_\_\_\_\_  
Susan I. DeFeyter, County Clerk

STATE OF MICHIGAN)  
                                  ) ss.  
COUNTY OF OTSEGO)

The undersigned, being the duly qualified and acting Clerk of the County of Otsego, hereby certifies that the foregoing is a true and complete copy of a resolution duly adopted by the Otsego County Board of Commissioners at a regular meeting held on the 24<sup>th</sup> day of November, 2015, at which meeting a quorum was present and remained throughout and that an original thereof is on file in the records of the County. I further certify that the meeting was conducted, and public notice thereof was given, pursuant to and in full compliance with Act No. 267, Public Acts of Michigan, 1976, as amended, and that minutes of such meeting were kept and will be or have been made available as required thereby.

\_\_\_\_\_  
Susan I. DeFeyter, County Clerk

DATED: \_\_\_\_\_, 2015

**APPENDIX A  
AUTHORIZED TAX RATES 2016 BUDGET YEAR**

<u>TAXING ENTITY</u>	<u>MILLAGE RATE</u>
COUNTY OPERATING*	0.0040502
BUS	0.0002500
COMMISSION ON AGING	0.0010000
PARKS AND RECREATION/COMMUNITY CENTER	0.0001876
SPORTSPLEX OPERATING	0.0002500
SPORTSPLEX BUILDING AND MAINTENANCE	0.0001875
LIBRARY	0.0004000
EMERGENCY SERVICES	0.0004000
UNIVERSITY CENTER OF GAYLORD	0.0005569
M/TEC	0.0006464
ANIMAL CONTROL	0.0003000
RECYCLING	0.0002500
ROAD COMMISSION	<u>0.0010000</u>
TOTAL	0.0094785

\* In accordance with the state mandated tax shift, the county operating millage will be levied in July, 2016; all other millages listed will be levied in December, 2015 for the 2016 budget year.

APPENDIX B

2016  
Otsego County Roster

Position Title	No. Emp In position
<b>Board of Commissioners</b>	
Commissioner, Board Chair	1
Commissioner	8
<b>Non-Union</b>	
PT Trail Rangers - Groen Property	1.2
Kennel Attendant	0.5
Housing/Veteran's Clerk	1
Part-time Clerk - County Clerk's Office	0.53
Airport Operations Specialist	1
Community Center Monitor	1
MSU Extension Clerk	0.53
Part-time Clerk - Treasurer's Office	0.67
Part-time Prosecutor's Clerk	0.53
Jail Cook	1
Work Camp Corrections Officer	1
Asst Animal Control Officer	2
Parks and Recreation Coordinator	1
Asst to County Administrator	1
Office Manager - Transportation	1
Sheriff's Administrative Assistant	1
Zoning Enforcement Officer	0.8
Office Manager - Prosecuting Attorney	1
Work Camp Supervisor	1
Animal Control Director (Officer)	1
Administrator of Special Grants and Programs	1
Deputy Equalization Director	1
Parks and Recreation Director	1
Jail Administrator	1
Asst Prosecuting Attorney	1
Airport Manager	1
County Clerk/Register of Deeds	1
County Treasurer	1
Undersheriff	1
Transportation Manager	1
Director of Land Use Services	1
Chief Asst Prosecuting Attorney	1
Sheriff	1
Human Resources Director/Assistant County Administrator	1
Finance Director/Assistant County Administrator	1
Prosecuting Attorney	1
County Administrator	1
<b>Seasonal/Irregular PT Positions</b>	
Irregular PT Bus Aids	1.6
Irregular PT Bus Driver	1
Meals on Wheels	1

**APPENDIX B**

Park Rangers	2.15
PT Irregular Community Center Monitor	0.6
PT Seasonal Play Group Aide	0.15
PT Process Servers	1
PT Irregular Veteran's Advocate	0.23
Seasonal Marine/Snowmobile Deputy	0.5
<b>Clerical Teamsters Union</b>	
Animal Control Clerk Level II	1
Prosecutor Clerk 3	1
Prosecutor Clerk 2	2
Appraiser II	1
Statistical Clerk - Equalization/Planning Zoning/Building	0.53
Chief Deputy Cler - Treasurer's Office	1
Deputy Treasurer II (Level 3)	1
Chief Deputy Clerk - County Clerk's Office	1
Deputy Clerk (Level 2) ROD	1
Deputy Clerk (Level 3) ROD	1
Accounting Clerk	0.8
<b>POLC</b>	
Deputy Sheriff	7
Sergeant	2
<b>POAM</b>	
Clerk II	1
Correction Officers	10
<b>Teamsters Bus</b>	
Bus Driver	11
Bus Driver - Part-Time	1.625
Dispatcher	2
Sec/Bookkeeper/Dispatcher	1
Mechanic	1
Chief Dispatcher	1
Lead Mechanic	1
Driver/Dispatcher	1
General Maintenance	1

**Total FTE approved positions for 2016**

**104.75**

**OTSEGO COUNTY – 2016 COURT EMPLOYEE CENSUS**

TITLE	No. Emp
Judge	1
Judge	1
Court Administrator	1
Admin Assistant/Financial Officer	1
Judicial Secretary/Admin Assistant	1
Law Clerk	1
Drug Court Probation Officer	1
FOC Supervisor	1
Juvenile Register	1
Juvenile Case Worker	2
Probate Register	1
FOC Case Manager	2
FOC Account Specialist	1

TITLE	No. Emp
Deputy Court Clerk – Traffic	1
FOC Senior Account Specialist	1
Collections Clerk	1
FOC Legal Sec./Acct. Specialist	1
Deputy Court Clerk – Criminal	1
Deputy Court Clerk – Civil	1
Juvenile Officer/Case Manager	1
Probation Compliance Officer	1
Court Clerk/Supervisor	1
Part-time Secretary/Receptionist	1
Part-time Court Officer	2

**OTSEGO COUNTY PROPOSED BUDGET  
FOR THE YEAR ENDED DECEMBER 31, 2016  
ALL FUNDS AND COMPONENT UNITS  
SUMMARY OF BUDGET TOTALS**

	<b>2016</b>
	<b><u>PROPOSED BUDGET</u></b>
<b>General Funds</b>	
101 General Fund	\$ 7,710,250
257 Budget Stabilization	\$ 9,500
260 Legal Defense Fund	\$ 45,000
	<u>\$ 7,764,750</u>
<b>Special Revenue Funds</b>	
205 Work Camp Fund	\$ 113,531
208 Parks and Recreation	\$ 408,734
209 Groen Nature Preserve Fund	\$ 77,805
212 Animal Control	\$ 403,348
215 Friend of the Court Fund	\$ 456,366
226 Recycling Fund	\$ 295,000
232 Housing Fund	\$ 165,648
233 HUD Grant Fund	\$ 867,000
243 Brownfield Redevelopment	\$ 47,047
245 Public Improvement Fund	\$ 20,000
249 Building Inspection Fund	\$ 362,575
256 Register of Deeds Automation	\$ 35,000
261 911 Service Fund	\$ 649,333
264 LCL Officers Training Fund	\$ 3,000
266 Equipment Fund	\$ 50,000
269 Law Library	\$ 3,500
271 Library	\$ 702,378
290 Social Welfare Fund	\$ 8,904
292 Child Care Fund	\$ 817,073
293 Soldiers' Relief Fund	\$ 8,500
294 Veterans' Trust Fund	\$ 15,000
	<u>\$ 5,509,742</u>
<b>Debt Service Funds</b>	<b>\$ 245,275</b>
<b>Internal Service Funds</b>	
637 Building and Grounds Fund	\$ 483,640
645 Administrative Services Fund	\$ 562,404
647 Health Care Fund	\$ 1,040,000
	<u>\$ 2,086,044</u>
<b>Enterprise Funds</b>	
281 Airport	\$ 1,111,066

282	Airport Special Events Fund	\$	80,000
516	Delinquent Tax Fund	\$	273,999
588	Otsego County Bus System	\$	1,783,967 *
595	Jail Commisary	\$	20,000
616	Homestead Audit Fund	\$	3,100
617	Tax Foreclosure Fund	\$	126,212
618	GIS Project and Aerial	\$	<u>29,300</u>
		\$	3,427,644

**Capital Projects Funds**

481	Airport Capital Projects	\$	25,000
497	Courthouse Restoration Fund	\$	43,000
499	Capital Projects Fund	\$	<u>30,000</u>
		\$	98,000

**TOTAL COUNTY BUDGET, WITHOUT  
COMPONENT UNITS**

**\$ 19,431,455**

**Component Units**

201	Road Commission	\$	7,987,600
210	EMS/Ambulance	\$	1,942,200
213	University Center - Restricted	\$	388,500
216	University Center - Unrestricted	\$	219,700
217	Sportsplex Operating	\$	862,905
297	Commission on Aging	\$	1,861,117 *
465	Road Construction Fund	\$	980,000
468	Sportsplex Building Maintenance Fund	\$	200,000
594	UCMAN	\$	<u>82,200</u>
		\$	14,524,222

**TOTAL COUNTY BUDGET, INCLUDING  
COMPONENT UNITS**

**\$ 33,855,677**

\* Fund has a fiscal year ending 9/30.





# December 15, 2015 Agenda

## **Agenda Questions**

Questions concerning anything on the Board of Commissioners agenda can be directed in advance by calling John Burt at 989-731-7520 or via email at [jburt@otsegocountymi.gov](mailto:jburt@otsegocountymi.gov), or during the Board meeting.

**OTSEGO COUNTY**  
**Board of Commissioners**



**EXECUTIVE SUMMARY**

<b>AGENDA ITEM:</b>  Health and Human Services Board Reappointment (Youngs)	<b>AGENDA DATE:</b>  December 15, 2015
<b>AGENDA PLACEMENT:</b>  Consent Agenda, Item A.	<b>ACTION REQUESTED:</b>  Motion to Approve
<b>STAFF CONTACT(S):</b>  John Burt, County Administrator	<b>ATTORNEY REVIEW:</b>  No

**BACKGROUND/DISCUSSION:**

There is currently a vacancy, due to the departure of Terry Jans, for the Otsego County Department of Health and Human Services Board. The Board has recommended Melanie Youngs be appointed.

**RECOMMENDATION:**

Staff requests that Melanie Youngs be appointed to the Otsego County Department of Health and Human Services Board to a term ending October 31, 2018.



RICK SNYDER  
GOVERNOR

STATE OF MICHIGAN  
DEPARTMENT OF HEALTH AND HUMAN SERVICES  
CRAWFORD, OSCODA, OTSEGO COUNTY

NICK LYON  
DIRECTOR

December 3, 2015

Otsego County Board of Commissioners  
Attention Chairperson. Ken Borton  
225 West Main Street  
Gaylord, MI. 49735

Dear Chairperson Borton:

I am writing to you to recommend Melanie Youngs to the Otsego County Department of Health and Human Services Board. Melanie is a resident of Otsego County and has worked for Northeast Michigan Community Service Agency, Inc. for over 17 years. Ms. Youngs works with Head Start families in Otsego County. Otsego County Department of Health and Human Services has worked very closely with Ms. Youngs as the majority of the families that are involved with Head Start are also active customers with DHHS. Ms. Youngs has always been a valuable partner and uses strength based approaches to assist in resolving system or family's needs. I believe Ms. Youngs will bring a wealth of knowledge and perspective to the board that can only foster better service and partnerships with our at risk families.

Sincerely,

Sherry Huff, Chairperson  
Otsego County Department of Health and Human Services Board

**TERM EXPIRES ON:  
10/31/2018**

**Susan Premo**

**From:** Otsego County <news@otsegocountymi.gov>  
**Sent:** Tuesday, November 24, 2015 9:50 PM  
**To:** Susan Premo; John M. Burt  
**Subject:** Application For Appointment to Committees, Boards and Commissions



## Application For Appointment to Committees, Boards and Commissions

### Submitted Information

<b>Date Submitted</b>	11 / 24 / 2015
<b>To which committee, board or commission are you seeking appointment? Fill out one form for each committee/board/commission.</b>	Otsego County DHHS Board
<b>Name</b>	Melanie Youngs
<b>Address</b>	660 Maple Ridge Lane
<b>City</b>	Gaylord
<b>State</b>	MI
<b>Zip</b>	49735
<b>Phone</b>	989-858-1503
<b>Date available for appointment</b>	12 / 1 / 2015
<b>County Commission District</b>	Otsego
<b>I am a registered voter in Otsego County</b>	Yes
<b>If yes, which township, city or village?</b>	Bagley
<b>List boards, commissions, committees or community service organizations that you</b>	Great Start Leadership committee, member of Otsego Human Service Network, Great Start Collaborative, NEMCSA Strategic Planning

<b>are currently serving or have served upon, offices held and in what municipality or county</b>	committee
<b>List any employment experience or education that, in your opinion, best qualifies you for this appointment. List job titles, duties (current and past), level of education and any certificates or degrees you have obtained</b>	BS degree majoring in Child Development. Employed at NEMCSA for 17+ years, 12 as a preschool teacher and the last five as Early Head Start manager for three counties. During my employment I have attended many trainings and workshops including working with low income families, poverty simulations, family engagement, goal setting with families and other research based trainings.
<b>I have worked for Otsego County before</b>	No
<b>I am aware of potential conflicts of interest</b>	No
<b>Please provide information about specific training, education, experience or interests you possess that qualify you as an appointee to the position you seek</b>	In working for Head Start/Early Head Start I have first hand experience working with many of the same families that are serviced by DHHS which would be an asset to the board. I am an active member in community meetings involving other service organizations where I am able to stay current on services offered to residents in Otsego County, I was born and raised in Gaylord making my commitment to helping people within our community a vested interest directly and indirectly. I feel that being a DHHS board member would help me make that impact.
<b>Otsego County Building 225 W Main Gaylord, MI 49735 989-731-7520 - Phone</b>	

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**OTSEGO COUNTY**  
**Board of Commissioners**



**EXECUTIVE SUMMARY**

<b>AGENDA ITEM:</b>  Commission on Aging Reappointment (Mertz)	<b>AGENDA DATE:</b>  December 15, 2015
<b>AGENDA PLACEMENT:</b>  Consent Agenda, Item B.	<b>ACTION REQUESTED:</b>  Motion to Approve
<b>STAFF CONTACT(S):</b>  John Burt, County Administrator	<b>ATTORNEY REVIEW:</b>  No

**BACKGROUND/DISCUSSION:**

The term for Judge George Mertz on Commission on Aging (COA) Board is expiring on December 31, 2015. The COA Board has requested that he be reappointed for a term ending December 31, 2017.

**RECOMMENDATION:**

Staff requests that Judge George Mertz be appointed to the Commission on Aging Board to a term ending December 31, 2018.

**From:** Otsego County <news@otsegocountymi.gov>  
**Sent:** Friday, November 20, 2015 3:27 PM  
**To:** Susan Premo; John M. Burt  
**Subject:** Application For Appointment to Committees, Boards and Commissions



**Application For Appointment to Committees, Boards and Commissions**

**Submitted Information**

<b>Date Submitted</b>	11 / 20 / 2015
<b>Name</b>	Hon. George J. Mertz
<b>Address</b>	P.O. Box 1713
<b>City</b>	Gaylord
<b>State</b>	MI
<b>Zip</b>	49734
<b>Phone</b>	989-731-0224
<b>Other</b>	313-510-1593
<b>Date available for appointment</b>	11 / 20 / 2015
<b>I am a registered voter in Otsego County</b>	Yes
<b>If yes, which township, city or village?</b>	Dover
<b>List boards, commissions, committees or community service organizations that you are currently serving or have served upon, offices held and in what municipality or county</b>	Otsego County Airport Advisory Committee, Headwaters Chapter Trout Unlimited - Board of Directors and Secretary, Rotary Club of Gaylord, Michigan Judges Association Executive Board, Michigan Judicial Institute Academic Advisory Committee, Otsego County

	Criminal Justice Coordinating Committee
<b>I have worked for Otsego County before</b>	No
<b>I am aware of potential conflicts of interest</b>	Yes
<b>If yes, please indicate potential conflicts</b>	As a sitting Circuit Court Judge I could not be involved in discussions or votes on any pending or future litigation. I also could not provide any direct legal advice to the Board
<b>Please provide information about specific training, education, experience or interests you possess that qualify you as an appointee to the position you seek</b>	I have 6 years of experience as the primary caregiver for an aging parent with brain cancer.
<b>Otsego County Building 225 W Main Gaylord, MI 49735 989-731-7520 - Phone</b>	

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**OTSEGO COUNTY**  
**Board of Commissioners**



**EXECUTIVE SUMMARY**

<b>AGENDA ITEM:</b>  Emergency Medical Services Board Reappointment (Axford)	<b>AGENDA DATE:</b>  December 15, 2015
<b>AGENDA PLACEMENT:</b>  Consent Agenda, Item C.	<b>ACTION REQUESTED:</b>  Motion to Approve
<b>STAFF CONTACT(S):</b>  John Burt, County Administrator	<b>ATTORNEY REVIEW:</b>  No

**BACKGROUND/DISCUSSION:**

The term for Jeff Axford on the Otsego County Emergency Medical Services (OCEMS) Board is expiring on December 31, 2015. The OCEMS Board has requested that he be reappointed for a term ending December 31, 2018.

**RECOMMENDATION:**

Staff requests that Jeff Axford be appointed to the Otsego County Emergency Medical Services Board to a term ending December 31, 2018.

**TERM EXPIRES ON:  
12/31/2018**



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

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

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

EMS

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

Please print or type.

Name: JEFF AXFORD

Address: 4343 Whitehouse Tr Zip Code 49735

Telephone: 989-350-1130 Other: \_\_\_\_\_

Email address: jwamspa@gmail.com

Date available for appointment \_\_\_\_\_

County Commission District 3

Are you a registered voter in Otsego County?  Yes  No

If yes, which township, city or village? Dowse Twp.

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

**Community Service**

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

Ambulance Board - Present member  
Johannesburg Christian Church Board  
Johannesburg-Lewiston School Board  
Zoning Board of Appeals  
Farm Bureau Board

**Employment and Education**

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

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

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

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Personal**

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

If yes, please indicate potential conflicts.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

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

Yes       No

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

Present board member  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

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

Signature 

Date 11-23-15

**Mail or return your completed application to:**

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

**You may email your completed application to:**

**spremo@otsegocountymi.gov**

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

**OTSEGO COUNTY**  
**Board of Commissioners**



**EXECUTIVE SUMMARY**

<b>AGENDA ITEM:</b>  Parks and Recreation Board Reappointment (Baragrey)	<b>AGENDA DATE:</b>  December 15, 2015
<b>AGENDA PLACEMENT:</b>  Consent Agenda, Item D.	<b>ACTION REQUESTED:</b>  Motion to Approve
<b>STAFF CONTACT(S):</b>  John Burt, County Administrator	<b>ATTORNEY REVIEW:</b>  No

**BACKGROUND/DISCUSSION:**

The term for Dave Baragrey on the Otsego County Parks and Recreation Board is expiring on December 31, 2015. The Parks and Recreation Board will be meeting on December 14, 2015 to discuss Board appointments.

**RECOMMENDATION:**

Staff requests that Dave Baragrey be appointed to the Otsego County Parks and Recreation Board to a term ending December 31, 2018 pending recommendation from the Parks and Recreation Board.

**John M. Burt**

**From:** Otsego County <news@otsegocountymi.gov>  
**Sent:** Monday, November 23, 2015 10:05 PM  
**To:** Susan Premo; John M. Burt  
**Subject:** Application For Appointment to Committees, Boards and Commissions



**Application For Appointment to Committees, Boards and Commissions**

**Submitted Information**

<b>Date Submitted</b>	11 / 23 / 2015
<b>To which committee, board or commission are you seeking appointment? Fill out one form for each committee/board/commission.</b>	Otsego County Parks & Recreation
<b>Name</b>	David Baragrey
<b>Address</b>	PO Box 382
<b>City</b>	Gaylord
<b>State</b>	MI
<b>Zip</b>	49734
<b>Phone</b>	9897328160
<b>Date available for appointment</b>	12 / 31 / 2015
<b>County Commission District</b>	Livingston Twp
<b>I am a registered voter in Otsego County</b>	Yes
<b>If yes, which township, city or village?</b>	Livingston Twp
<b>I have worked for Otsego County before</b>	No
<b>I am aware of potential</b>	No

**conflicts of interest**

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**OTSEGO COUNTY**  
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**EXECUTIVE SUMMARY**

<b>AGENDA ITEM:</b>  Parks and Recreation Board Reappointment (Cruz)	<b>AGENDA DATE:</b>  December 15, 2015
<b>AGENDA PLACEMENT:</b>  Consent Agenda, Item E.	<b>ACTION REQUESTED:</b>  Motion to Approve
<b>STAFF CONTACT(S):</b>  John Burt, County Administrator	<b>ATTORNEY REVIEW:</b>  No

**BACKGROUND/DISCUSSION:**

The term for Abel Cruz on the Otsego County Parks and Recreation Board is expiring on December 31, 2015. The Parks and Recreation Board will be meeting on December 14, 2015 to discuss Board appointments.

**RECOMMENDATION:**

Staff requests that Abel Cruz be appointed to the Otsego County Parks and Recreation Board to a term ending December 31, 2018 pending recommendation from the Parks and Recreation Board.

**From:** Otsego County <news@otsegocountymi.gov>  
**Sent:** Monday, December 07, 2015 12:02 PM  
**To:** Susan Premo; John M. Burt  
**Subject:** Application For Appointment to Committees, Boards and Commissions



**Application For Appointment to Committees, Boards and Commissions**

**Submitted Information**

<b>Date Submitted</b>	12 / 07 / 2015
<b>To which committee, board or commission are you seeking appointment? Fill out one form for each committee/board/commission.</b>	Otsego County Parks and Recreation Board continued service
<b>Name</b>	Abel Cruz
<b>Address</b>	433 Mclouth Rd
<b>City</b>	Gaylord
<b>State</b>	MI
<b>Zip</b>	49735
<b>Phone</b>	989-370-4167
<b>Other</b>	989-732-7317
<b>Date available for appointment</b>	12 / 7 / 2015
<b>I am a registered voter in Otsego County</b>	Yes
<b>If yes, which township, city or village?</b>	Livingston
<b>I have worked for Otsego County before</b>	Yes

**I am aware of potential  
conflicts of interest**

No

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**OTSEGO COUNTY**  
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**EXECUTIVE SUMMARY**

<b>AGENDA ITEM:</b>  Planning Commission Reappointment (Hartmann)	<b>AGENDA DATE:</b>  December 15, 2015
<b>AGENDA PLACEMENT:</b>  Consent Agenda, Item F.	<b>ACTION REQUESTED:</b>  Motion to Approve
<b>STAFF CONTACT(S):</b>  John Burt, County Administrator	<b>ATTORNEY REVIEW:</b>  No

**BACKGROUND/DISCUSSION:**

The term for Paul Hartmann on the Otsego County Planning Commission is expiring on December 31, 2015. Mr. Hartmann represents Elmira Township. The Township Board has requested that Mr. Hartmann continue serving as their representative.

**RECOMMENDATION:**

Staff requests that Paul Hartmann be appointed to the Otsego County Planning Commission to a term ending December 31, 2018.

**Susan Premo**

**From:** Otsego County <news@otsegocountymi.gov>  
**Sent:** Friday, December 04, 2015 10:03 AM  
**To:** Susan Premo; John M. Burt  
**Subject:** Application For Appointment to Committees, Boards and Commissions



**Application For Appointment to Committees, Boards and Commissions**

**Submitted Information**

<b>Date Submitted</b>	12 / 04 / 2015
<b>To which committee, board or commission are you seeking appointment? Fill out one form for each committee/board/commission.</b>	Otsego County Planning Commission
<b>Name</b>	Paul Hartmann
<b>Address</b>	2633 Soaring Drive
<b>City</b>	ELMIRA
<b>State</b>	MI
<b>Zip</b>	49730
<b>Phone</b>	231-546-2100
<b>Date available for appointment</b>	12 / 7 / 2015
<b>I am a registered voter in Otsego County</b>	Yes
<b>If yes, which township, city or village?</b>	Elmira
<b>List boards, commissions, committees or community service organizations that you are currently serving or have</b>	Otsego County Community Foundation Board of Directors St. Mary Cathedral Finance Council Elmira Township Planning Commission Otsego Memorial Hospital Board

<p><b>served upon, offices held and in what municipality or county</b></p>	<p>of Directors Eagle Point Condominium Association, President</p>
<p><b>List any employment experience or education that, in your opinion, best qualifies you for this appointment. List job titles, duties (current and past), level of education and any certificates or degrees you have obtained</b></p>	<p>University of Detroit, Masters Degree VP Mark One Corporation, Gaylord Customer Service Manager, DE-STA-CO (Charlevoix) Integrity Sales Network, President</p>
<p><b>I have worked for Otsego County before</b></p>	<p>No</p>
<p><b>If yes, please list dates and name(s) of departments</b></p>	<p>Currently, I am chairman of the Otsego County Planning Commission</p>
<p><b>I am aware of potential conflicts of interest</b></p>	<p>Yes</p>
<p><b>If yes, please indicate potential conflicts</b></p>	<p>I still own a minority interest in Mark One Corp., 517 Alpine Rd., Gaylord. There is a current case that I will not vote on, since the CEO of Mark One is objecting to a potential Special Use Permit at Alpine Rd. and Old 27 South.</p>
<p><b>Please provide information about specific training, education, experience or interests you possess that qualify you as an appointee to the position you seek</b></p>	<p>I have served one term on the Otsego County Planning Commission, and have been its chair person for two years.</p>

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**OTSEGO COUNTY**  
**Board of Commissioners**



**EXECUTIVE SUMMARY**

<b>AGENDA ITEM:</b>  Planning Commission Appointment (Tholl)	<b>AGENDA DATE:</b>  December 15, 2015
<b>AGENDA PLACEMENT:</b>  Consent Agenda, Item G.	<b>ACTION REQUESTED:</b>  Motion to Approve
<b>STAFF CONTACT(S):</b>  John Burt, County Administrator	<b>ATTORNEY REVIEW:</b>  No

**BACKGROUND/DISCUSSION:**

Mike Mang has been the representative for Livingston Township to the Otsego County Planning Commission. With the ending of his term on December 31, 2015, Mr. Mang has decided not to continue the appointment. Livingston Township has recommended Roberta Tholl to take his place.

**RECOMMENDATION:**

Staff requests that Roberta Tholl be appointed to the Otsego County Planning Commission to a term ending December 31, 2018.

**John M. Burt**

**From:** Otsego County <news@otsegocountymi.gov>  
**Sent:** Saturday, December 12, 2015 11:55 AM  
**To:** Susan Premo; John M. Burt  
**Subject:** Application For Appointment to Committees, Boards and Commissions



**Application For Appointment to Committees, Boards and Commissions**

**Submitted Information**

<b>Date Submitted</b>	12 / 12 / 2015
<b>To which committee, board or commission are you seeking appointment? Fill out one form for each committee/board/commission.</b>	Otsego County Planning Commission
<b>Name</b>	Roberta M Tholl
<b>Address</b>	344 S Estates Drive
<b>City</b>	Gaylord
<b>State</b>	MI
<b>Zip</b>	49735
<b>Phone</b>	(989)390-2658
<b>Other</b>	none
<b>Date available for appointment</b>	12 / 14 / 2015
<b>County Commission District</b>	2 - Livingston
<b>I am a registered voter in Otsego County</b>	Yes
<b>If yes, which township, city or village?</b>	Livingston Township
<b>List boards, commissions, committees or community</b>	Current Otsego County Road Commissioner - current

<p><b>service organizations that you are currently serving or have served upon, offices held and in what municipality or county</b></p>	<p>Chairman served on the committee to pass a county-wide millage for transportation served as a member on the Public Relations - Education Committee through the Michigan County Road Association served as President, Vice President and Trustee of the Northern Michigan Association of Road Commissions am the alternate for the Commissioners' Committee through the County Road Association am the President of the Resolutions Committee through the Michigan County Road Association am a Trustee in the RUSH-PAC organization</p>
<p><b>List any employment experience or education that, in your opinion, best qualifies you for this appointment. List job titles, duties (current and past), level of education and any certificates or degrees you have obtained</b></p>	<p>obtained Associates Degree from Northwestern Michigan College obtained Bachelor of Arts Degree from Michigan State University (Business Education and Office Administration) completed Michigan Public Service Institute program through Central Michigan University received award from the Northern Clerks Association where I served as President worked in the office of Central Computer Corporation worked as Office Manager for HRF Resources (oil and gas company) taught Adult Education classes worked for 17 years for the Otsego County Road Commission: 4 years as Administrative Assistant and 13 years Office Manager</p>
<p><b>I have worked for Otsego County before</b></p>	<p>Yes</p>
<p><b>If yes, please list dates and name(s) of departments</b></p>	<p>I am serving my 5th year as a County Road Commissioner</p>

<b>I am aware of potential conflicts of interest</b>	Yes
<b>If yes, please indicate potential conflicts</b>	Since I am a county road commissioner, I understand that items may need decision that could conflict with the road commission. We discussed this possibility when I was appointed to the Livingston Township Planning Commission. I was advised to recuse myself from any vote that may be in conflict.
<b>Please provide information about specific training, education, experience or interests you possess that qualify you as an appointee to the position you seek</b>	I have not yet had zoning training; however I have spoken with both Mike Mang and Vern Schlaud, and both are willing to help provide education and direction.
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**Board of Commissioners**



**EXECUTIVE SUMMARY**

<b>AGENDA ITEM:</b>  Zoning Board of Appeals Board Appointment (Colisimo)	<b>AGENDA DATE:</b>  December 15, 2015
<b>AGENDA PLACEMENT:</b>  Consent Agenda, Item H	<b>ACTION REQUESTED:</b>  Motion to Approve
<b>STAFF CONTACT(S):</b>  John Burt, County Administrator	<b>ATTORNEY REVIEW:</b>  No

**BACKGROUND/DISCUSSION:**

There is currently a vacancy on the Otsego County Zoning Board of Appeals (ZBA). Mike Colisimo has applied for the vacancy.

**RECOMMENDATION:**

Staff requests that Mike Colisimo be appointed to the Otsego County Zoning Board of Appeals to a term ending December 31, 2018.

**Susan Premo**

**From:** Otsego County <news@otsegocountymi.gov>  
**Sent:** Tuesday, December 08, 2015 9:43 PM  
**To:** Susan Premo; John M. Burt  
**Subject:** Application For Appointment to Committees, Boards and Commissions



**Application For Appointment to Committees, Boards and Commissions**

**Submitted Information**

<b>Date Submitted</b>	12 / 08 / 2015
<b>To which committee, board or commission are you seeking appointment? Fill out one form for each committee/board/commission.</b>	ZBA
<b>Name</b>	Michael Colosimo
<b>Address</b>	4231 Gingell
<b>City</b>	Johannesburg
<b>State</b>	MI
<b>Zip</b>	49735
<b>Phone</b>	989-731-2717
<b>Date available for appointment</b>	12 / 31 / 2015
<b>County Commission District</b>	Charlton
<b>I am a registered voter in Otsego County</b>	Yes
<b>If yes, which township, city or village?</b>	Charlton twp
<b>List boards, commissions, committees or community service organizations that you</b>	Previous member Otsego Co. planning commission, Current member Charlton Twp. Planning Commission, Otsego Co. construction

<p><b>are currently serving or have served upon, offices held and in what municipality or county</b></p>	<p>board of appeals. Member of Charlton Twp. board of review.</p>
<p><b>List any employment experience or education that, in your opinion, best qualifies you for this appointment. List job titles, duties (current and past), level of education and any certificates or degrees you have obtained</b></p>	<p>Owner of Mike's Electric of Gaylord, extensive knowledge of Otsego County.</p>
<p><b>I have worked for Otsego County before</b></p>	<p>Yes</p>
<p><b>If yes, please list dates and name(s) of departments</b></p>	<p>Otsego County Planning Commission</p>
<p><b>I am aware of potential conflicts of interest</b></p>	<p>Yes</p>
<p><b>If yes, please indicate potential conflicts</b></p>	<p>It may be possible that my electrical business would make money from projects that are before the board.</p>
<p><b>Please provide information about specific training, education, experience or interests you possess that qualify you as an appointee to the position you seek</b></p>	<p>I have attended many training &amp; refresher courses offered by the MTA on planning &amp; zoning issues.</p>
<p align="center"><b>Otsego County Building 225 W Main Gaylord, MI 49735 989-731-7520 - Phone</b></p>	

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# Board of Commissioners



## EXECUTIVE SUMMARY

<b>AGENDA ITEM:</b>  2015 Budget Amendment Authority	<b>AGENDA DATE:</b>  December 15, 2015
<b>AGENDA PLACEMENT:</b>  Consent Agenda, I. Budget & Finance Committee Recommendations, Item 1.	<b>ACTION REQUESTED:</b>  Motion to Approve
<b>STAFF CONTACT(S):</b>  John Burt, County Administrator	<b>ATTORNEY REVIEW:</b>  No

### **BACKGROUND/DISCUSSION:**

The last meeting of the Board of Commissioners is on December 15, 2015. There are many budget amendments that must typically be made prior to the end of the year. To allow for this the County annually authorizes the County Administrator to approve budget amendments up to \$10,000 per line item, with subsequent approval by the Commissioners at their next regular meeting.

### **MOTION:**

Move to grant authority to the County Administrator to amend all budgets up to \$10,000 per line item, with subsequent approval by the Otsego County Board of Commissioners at their January 12, 2016 regular board meeting.



## Budget & Finance Committee

Wednesday, December 9, 2015 at 1:30 p.m.  
Room 212 – Otsego County Building  
225 West Main Gaylord, MI 49735

### MINUTES

#### CALL TO ORDER

Mr. Beachnau called the meeting to order at 1:32 p.m.

Roll call – Present: Paul Beachnau, Ken Borton, Erma Backenstose, Lee Olsen, John Burt

Others present – Paul Liss, Tom Kellogg, Mary Kellogg, Brian Webber, Vicki Courterier, Rachel Frisch

Excused – Diann Axford

#### APPROVAL OF MINUTES

Motion by Mr. Olsen to approve the amended minutes from the November 10, 2015 Budget and Finance Committee meeting. Seconded by Mr. Borton. Motion passed unanimously.

#### UNFINISHED BUSINESS

None

#### NEW BUSINESS

##### A. Vanderbilt Trailhead

Mr. and Mrs. Kellogg discussed the idea of creating a "community place" at the existing trailhead at the intersection block of Main Street and Cheboygan Street in the Village of Vanderbilt. This is next to the Gaylord to Mackinaw City Rail to Trail that runs through the Village. The area would include significant expansion and improvements to existing park, playground, and basketball court areas. The improvements would include playground equipment, portable restroom facilities, picnic tables, a pavilion, park benches, bike racks, a sign that would arch over Main Street, kiosks to promote local activities, potentially community gardens, and parking areas.

They presented the Committee with maps and handouts detailing the proposed project. They explained that the project cost estimates range from \$406,000 - \$550,000. They intend to apply for a DNR grant, which could provide up to \$300,000 of funding. The grant would require a minimum 25% cost share match, but the more match dollars you have, the better your chance of getting the grant. They are currently talking to local businesses, and also working with the Otsego County Economic Alliance to obtain contributions toward the project. Additionally, the Village will be contributing \$21,000 to fix Cheboygan Street for parking, and Corwith Township has already contributed \$5,000 for architect fees to draw up the project plans. Mr. Burt reminded the Committee that the full Board verbally committed to contributing \$50,000 toward this project at its Board Retreat in May 2015.

The ongoing maintenance of the grounds is estimated to be \$17,000 per year. The Village and Township both plan to contribute toward the maintenance.

Motion by Mr. Borton to recommend to the full Board a contribution to the Village of Vanderbilt in 2016 of \$5,000 toward plan development for the Vanderbilt Trailhead project, and to contribute \$50,000 toward the project itself, if the DNR grant is approved. Funds to come from the Delinquent Tax Fund (fund 516). If the project does not move forward, the \$50,000 will be returned to the County. Seconded by Mr. Olsen. Motion passed unanimously.

#### **B. Mobile Laptops**

Mr. Burt informed the Committee that Otsego County 911 will be receiving \$18,000 from the Homeland Security Grant (a federal grant for which Crawford County is the fiduciary), for the purchase of 5 new mobile laptops for City and County patrol cars. The laptops will cost \$21,060, with the additional \$3,060 to be funded from the 911 Fund (fund 261). Eventually, a total of 12 laptops will be needed between the City of Gaylord Police Department and the Otsego County Sheriff Department, but we will start with purchasing 5 for now. The 911 Fund must front the monies to purchase the laptops, and we will be reimbursed from the grant, via Crawford County.

Motion by Mr. Olsen to recommend to the full Board purchasing 5 mobile laptops for law enforcement vehicles totaling \$21,060 from the 911 Fund (fund 261), with \$18,000 to be reimbursed from a federal Homeland Security Grant, administered by Crawford County. Seconded by Mr. Borton. Motion passed unanimously.

#### **C. Jail Medical Services**

Mr. Webber informed the Committee that he, along with the Sheriff and Undersheriff, are recommending that Otsego County contract with Advanced Correctional Healthcare (ACH) for jail medical services. The company will provide a doctor and nurse for the jail, on an on-call basis, and they will also come into the jail biweekly for regular checkups for the inmates. This has the potential to significantly reduce transports to the emergency room, and also to reduce liability for the County, as ACH will be governing the medical care for jail inmates. Alpena County currently contracts with ACH and has been pleased with the services. The contract proposal is \$41,506 for one year, based on 35 inmates, but will be adjusted in their monthly billings to reflect the actual jail population. A budget amendment is not necessary at this time, as the savings in the County's medical expenditure line items should cover the cost of the contract.

Motion by Mr. Borton to recommend to the full Board entering into a contract with Advanced Correctional Healthcare in the amount of \$41,506 for jail medical services in 2016. Seconded by Mr. Olsen. Motion passed unanimously.

#### **D. Juvenile Age Resolution**

Ms. Courterier informed the Committee that House bills 4947 – 4966 are being discussed, which would raise the age of juveniles to 17 (the current age is 16; 17 year-olds are treated as adults). This could mean a decrease in revenue collected from 17 year-olds who commit crimes, as the court would no longer collect fines and fees associated with those criminal cases. The potentially larger impact would be an increase in expenditures, as the cost of juvenile detention is much more expensive than jail. She opposes these House Bills and encourages the Board to adopt the proposed resolution, as many counties already have.

Motion by Mr. Borton to recommend to the full Board to consider supporting a resolution to oppose House Bills 4947-4966, which would raise the age of juveniles from 16 to 17. Seconded by Mr. Olsen. Motion passed unanimously.

**E. 2015 Budget Amendment Authority**

Ms. Frisch explained to the Committee that each December, authority is given to the Administrator to authorize budget amendments to the 2015, up to \$10,000 per line item, with subsequent approval by the Board at its January 12, 2016 meeting.

Motion by Mr. Olsen to recommend to the full Board giving authority to the County Administrator to authorize 2015 budget amendments up to \$10,000 per line item, with subsequent Board approval at the January 12, 2016 meeting. Seconded by Ms. Backenstose. Motion passed unanimously.

**F. Financial Reports October 2015**

Ms. Frisch distributed and discussed the reports with the Committee.

**G. November 2015 Credit Card Statements**

Ms. Frisch distributed the statements. The Committee reviewed and discussed them.

**H. Court Budget Amendment**

Ms. Frisch explained that an amendment was submitted from the courts to move funds from the hospitalization line item to the payment in lieu of insurance line item, to reflect a change in coverage for an employee.

Motion by Ms. Backenstose to recommend to the full Board approving the court budget amendment to reflect change in employee health insurance coverages. Seconded by Mr. Borton. Motion passed unanimously.

**I. Finance Department Update**

Ms. Frisch informed the Committee that the Bus audit is underway for their year ended 9/30/15.

Mr. Beachnau adjourned the meeting at 2:45 p.m.

# Board of Commissioners



## EXECUTIVE SUMMARY

<b>AGENDA ITEM:</b>  FY 2015 Court Budget Amendment	<b>AGENDA DATE:</b>  December 15, 2015
<b>AGENDA PLACEMENT:</b>  Consent Agenda, I. Budget & Finance Committee Recommendations, Item 2.	<b>ACTION REQUESTED:</b>  Motion to Approve
<b>STAFF CONTACT(S):</b>  John Burt, County Administrator	<b>ATTORNEY REVIEW:</b>  No

### **BACKGROUND/DISCUSSION:**

The Courts must do a budget amendment to account for the return of an employee off of extended leave, and to account for changes in the election of health benefits by court employees. There is no net cost to the County as the budget amendment only moves funds between line items.

### **RECOMMENDATION:**

Move to approve the FY 2015 Court Budget Amendment as referenced above.



**OTSEGO COUNTY**  
**Board of Commissioners**



**EXECUTIVE SUMMARY**

<b>AGENDA ITEM:</b>  Vanderbilt Trailhead	<b>AGENDA DATE:</b>  December 15, 2015
<b>AGENDA PLACEMENT:</b>  Committee Reports, A. Budget & Finance Committee, Item 1.	<b>ACTION REQUESTED:</b>  Motion to Approve
<b>STAFF CONTACT(S):</b>  John Burt, County Administrator	<b>ATTORNEY REVIEW:</b>  No

**BACKGROUND/DISCUSSION:**

Otsego County has been working with the Village of Vanderbilt and Corwith Township to create a trailhead for the North Central State Trail (future Iron Belle Trail). An application is being prepared for DNR Trust Fund grant funding towards the project. The County has been approached to help provide funding for grant match as well as some funds to help with engineering costs upfront.

At their meeting on December 9, 2015, the County's Budget & Finance Committee made a recommendation to the full Board of Commissioners to reserve \$50,000 to help with grant match and to provide an additional \$5,000 upfront to help with plan development. The budget amendment would affect the 2016 budget.

**RECOMMENDATION:**

Staff requests the Board reserve \$50,000 for Vanderbilt Village for grant match, and to provide and \$5,000 immediately for help with project costs.



## OTSEGO COUNTY BUDGET AMENDMENT

### FUND/DEPARTMENT: Delinquent Tax/Capital Projects

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   Vanderbilt Trailhead Project - 2016

Account Number	Decrease	Increase
516-050-400.001 Budgeted Use of Fund Balance	\$	\$55,000
499-050-699.030 Transfer In	\$	\$55,000
-                    -	\$	\$
-                    -	\$	\$
<b>Total</b>	<b>\$</b>	<b>\$</b>

#### EXPENDITURE

Account Number	Increase	Decrease
516-999-999.000 Transfer Out	\$55,000	\$
499-901-970.300 Property Improvements	\$55,000	\$
-                    -	\$	\$
-                    -	\$	\$
-                    -	\$	\$
-                    -	\$	\$
<b>Total</b>	<b>\$</b>	<b>\$</b>

\_\_\_\_\_  
Department Head Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Administrator's Signature

\_\_\_\_\_  
Date

<b>Finance Department</b>
Entered:
By:

\_\_\_\_\_  
Board Approval Date (if necessary)

\_\_\_\_\_  
Budget Adjustment #

\_\_\_\_\_  
Posting Number

**OTSEGO COUNTY**  
**Board of Commissioners**



**EXECUTIVE SUMMARY**

<b>AGENDA ITEM:</b>  OCR 15-40 Opposition to Bills	<b>AGENDA DATE:</b>  December 15, 2015
<b>AGENDA PLACEMENT:</b>  Committee Reports, A. Budget & Finance Committee, Item 2.	<b>ACTION REQUESTED:</b>  Motion to Approve
<b>STAFF CONTACT(S):</b>  John Burt, County Administrator	<b>ATTORNEY REVIEW:</b>  No

**BACKGROUND/DISCUSSION:**

At their December 9, 2015 meeting, the Otsego County Budget & Finance Committee recommended that the full Board adopt resolution OCR 15-40 in opposition to House Bills 4947 through 4966. These bills would change state statutes to define seventeen-year-old defendants as eligible for services in the court system. The Otsego County court system does not currently have programs suitable for this age bracket.

Establishing such programs could result in significant cost increases and since most first time defenders have their records expunged after fulfilling court requirements, there is little benefit to the offender with this change.

The Michigan Association of Counties is also in opposition to the Bills.

**RECOMMENDATION:**

Staff requests the Board adopt resolution OCR 15-40.

# Treating 17-year-olds as juveniles

## ISSUE SUMMARY

A 20-bill package of legislation designed to alter how the state handles 17-year-old criminal offenders **would fundamentally change** Michigan’s criminal justice system — and present county and state officials with a multitude of programming and financial challenges.

Proponents are arguing for a big leap in policy, one that will carry significant costs and implementation challenges. Many questions and issues need to be addressed before Michigan can consider making this change, as this proposal will require time and resources if it is to take place in a fashion that will actually benefit the juvenile system.

The Michigan Association of Counties (MAC) recognizes questions and concerns in three general areas:

**Capacity:** First, consider what happens at the time of arrest. Where will 17-year-olds be placed? Is there capacity in county detention centers, or will other secured settings need to be found when 17-year-olds cannot be held in jail at the time of arrest?



For these reasons,  
**MAC is opposed**  
to passage of the  
legislation, as written.

Next, look at judicial capacity. The state recently realigned its judicial staffing, yet “raise the age” proposal would put new pressures on the Family Divisions of Circuit Courts across Michigan.

The proposal calls for increases in community-based services for 17-year-old offenders. Yet the capacity to provide such services varies greatly around the state. Without additional resources, juvenile justice leaders could be forced to make choices between a stronger intervention with a younger offender or meeting the supervision requirements for a 17-year-old with a more serious record.

**Programming:** The nature of juvenile rehabilitation is far more complex than what is required in the adult system. This complexity and a network of services require expertise, which requires, again, resources. In some counties, new programs will have to be built from the ground up; in others, expansion of existing programs will be necessary. Those changes will take time. Simply saying that dealing with lower-level offenders who are 17 the same way they are dealt with now, except in the juvenile system, will not solve any long-term juvenile justice issues.

**Money:** Unlike offenders in the adult correctional system, juveniles are under the Child Care Fund, with a 50/50 split of costs between the state and counties. There is no provision in this package for state delivery of funds to counties for these new commitments — a clear violation of the Headlee Amendment and a potential budgetary crisis for counties large and small. The Probate Judges Association calculates a 25 percent increase in out-of-home placement costs, should 17-year-olds be shifted to the juvenile system. A cost study must be done to determine the needs in counties around the state to start or expand community services for lower-level offenders.



**OCR 15-40**  
**Opposition to Bills**

Otsego County Board of Commissioners  
December 15, 2015

**WHEREAS,** House Bills 4947 through 4966 would treat seventeen-year-olds as juveniles rather than adults; and

**WHEREAS,** By changing state statutes to define seventeen-year-old defendants as eligible for services in the juvenile justice system, this places pressure on an already under-funded court system and constitutes an unfunded mandate on counties; and

**WHEREAS,** According to the Michigan Department of Corrections, from 2003 to 2013, there were 19,118 seventeen year olds that went through the criminal court system; with additional offenders with lower level offenses not counted in those numbers; and

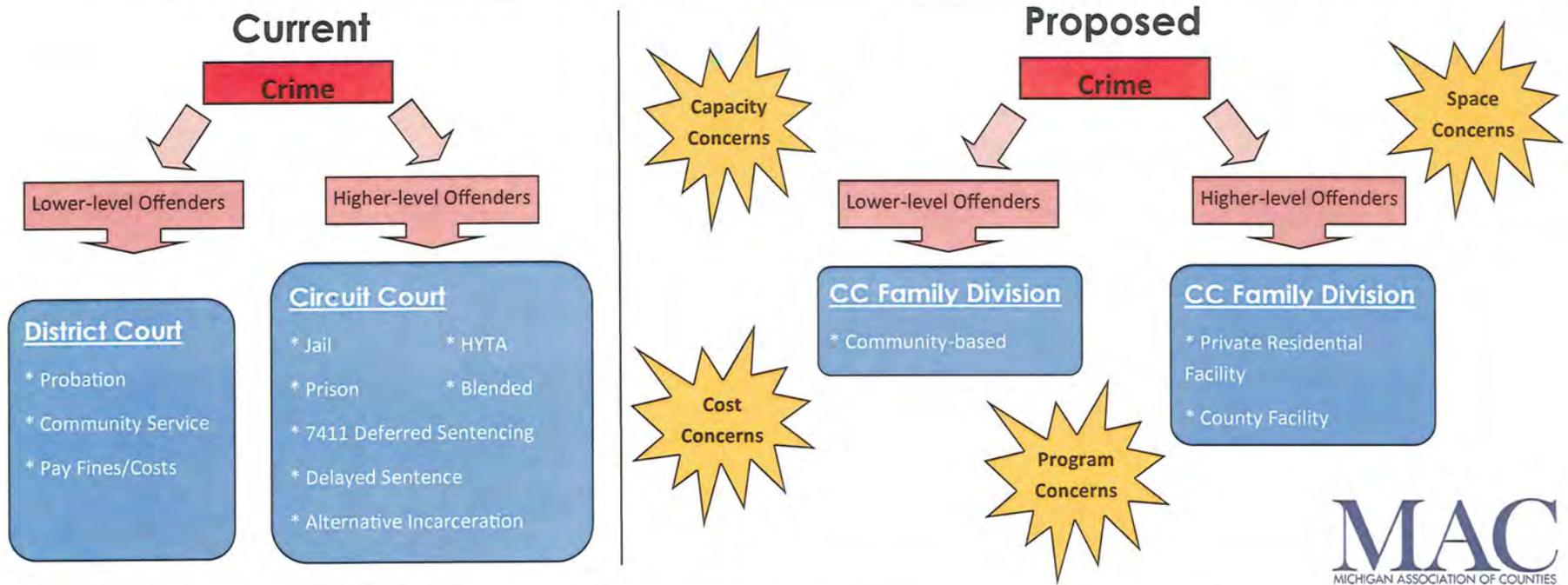
**WHEREAS,** Otsego County has concerns that the probate court system does not have the financial resources or capacity to handle a new population of offenders; and

**WHEREAS,** Without additional state funding, Otsego County could not absorb the costs of programming for this population in the juvenile system and services to younger offenders could be negatively affected; and

**BE IT RESOLVED THAT,** the Otsego County Board of Commissioners hereby urges the Governor and Michigan Legislature to not pass House Bills 4947 through 4966 as written; now, therefore, be it

**RESOLVED,** that a copy of this resolution is forwarded to Governor Snyder, Senator Stamas, Representative Cole, and the Michigan Association of Counties.

# How Michigan handles 17-year-old offenders



## CHANGE IN APPROACH MEANS CHANGE IN COMMITMENTS, RESOURCES

- Juvenile system requires higher standard of care
- Programs are more extensive, and more expensive
- Start-up funds for program expansion

- Lead time for scaling up programs, capacity
- Additional safety/security concerns with the commitment/placement of 17-year-olds in residential facilities

**Headlee violation!**

**Zero-sum game\***

\*Without additional funding, other juveniles lose

**OTSEGO COUNTY  
Board of Commissioners**



**EXECUTIVE SUMMARY**

<b>AGENDA ITEM:</b>  Zoning Ordinance Amendments	<b>AGENDA DATE:</b>  December 15, 2015
<b>AGENDA PLACEMENT:</b>  Committee Reports, B. Planning Commission, Item 1.	<b>ACTION REQUESTED:</b>  Motion to Approve
<b>STAFF CONTACT(S):</b>  John Burt, County Administrator	<b>ATTORNEY REVIEW:</b>  No

**BACKGROUND/DISCUSSION:**

The following changes have been recommended by the Otsego County Planning Commission:

Article 9 AR/Agricultural Resource – amending language to reflect a Zoning Board of Appeals determination that Agricultural Equipment Auctions are a permitted use subject to special conditions.

Article 17 Schedule of Dimensions – amending ‘note g’ under to clarify that it applies to the HX/Highway Interchange zoning district.

Article 21, Section 21.46 – amending to update language referencing the Telecommunication Act (Act 104 of 1996 as amended) and the Michigan Zoning Enabling Act (Michigan Public Act 100 of 2006 as amended including Act 143 of 2012).

Article 27 Township Participation in County Zoning – amending to reflect that timeline extensions, per state law, for township response cannot be given for matters pertaining to items related to wireless communications towers.

**RECOMMENDATION:**

Staff requests the Board approve the zoning ordinance changes as referenced above.

Committee Report

B. Planning Commission

1. Zoning Ordinance Amendments

**OTSEGO COUNTY ZONING ORDINANCE  
PROPOSED AMENDMENTS**

The following changes have been recommended by the Otsego County Planning Commission:

Article 9 AR/Agricultural Resource – amending language to reflect a Zoning Board of Appeals determination that Agricultural Equipment Auctions are a permitted use subject to special conditions.

Article 17 Schedule of Dimensions – amending ‘note g’ under to clarify that it applies to the HX/Highway Interchange zoning district.

Article 21, Section 21.46 – amending to update language referencing the Telecommunication Act (Act 104 of 1996 as amended) and the Michigan Zoning Enabling Act (Michigan Public Act 100 of 2006 as amended including Act 143 of 2012).

Article 27 Township Participation in County Zoning – amending to reflect that timeline extensions, per state law, for township response cannot be given for matters pertaining to items related to wireless communications towers.

\*The Otsego County Planning Commission is submitting a proposed amendment to ARTICLE 9 AR/Agricultural Resource zoning districts per the Zoning Board of Appeals decision on a comparable use:

***ZBA Motion:***

*The Zoning Board of Appeals makes the determination that Agricultural Equipment Auctions are a comparable use to Article 9.2.4 'Livestock Auction Yards' and therefore, under Article 9.2.24 and Article 18.44, Agricultural Equipment Auctions are a permitted use subject to special conditions and the conditions of Livestock Auction Yards in the Agricultural Resource District (AR).*

*Agricultural Equipment Auction Yards:*

**ARTICLE 9 AR AGRICULTURAL RESOURCE DISTRICT**

**SECTION 9.2 PERMITTED USES SUBJECT TO SPECIAL CONDITIONS**

The following uses may be permitted, subject to the conditions herein imposed for each use, the review standards of [Article 19](#) and only after the review and approval of the site plan by the Planning Commission. [See [Article 21](#) for applicable Specific Requirements for Certain Uses, if any and [Article 23](#) for Site Plan Requirements.]

***Current language:***

**9.2.4** Livestock auction yards with accessory buildings on a minimum forty (40) acres site with a minimum width of six hundred (600) feet, provided that there is no nuisance imposed upon the surrounding farms or dwellings.

***Proposed language:***

**9.2.4** Auction yards for livestock and/or agricultural equipment with accessory buildings on a minimum forty (40) acres site with a minimum width of six hundred (600) feet, provided that there is no nuisance imposed upon the surrounding farms or dwellings.

\*The Otsego County Planning Commission would like your input in reference to the Highway Interchange Zoning District and 'note g'. A detail was omitted when previously presented concerning 'note g' and the maximum building height. It was referenced in the chart below but was not clarified in 'note g' itself as to the possible percentage to exceed.

**ARTICLE 17 SCHEDULE OF DIMENSIONS**

17.1 Table 1 - LIMITING HEIGHT, DENSITY, AND AREA BY ZONING DISTRICTS (See also [Article 21.1 Accessory Buildings](#) and [Article 22 General Exceptions for Area, Height, and Use](#))

<i>Zoning District</i>	<b>R1 &amp; R2</b>	<b>R3</b>	<b>RR</b>	<b>FR &amp; AR</b>	<b>Reserved for future use</b>	<b>Reserved for future use</b>
Min. Lot Area (Sq. feet)	20,000 .46 acre	40,000 .92 acre	20,000 .46 acre	88,000 2.02 acre		
Min. Front Setback (b)(j)	25 ft	25 ft	25 ft	50 ft		
Max. Front Setback	NA	NA	NA	NA		
Min. Side Setback	10 ft	10 ft	10 ft	20 ft		
Min. Rear Setback	30 ft (a, h)	30ft (a, h)	30 ft (a, h)	40 ft (a)		
Min. Lot width (k)	100 ft 150 ft Duplex	100 ft	100 ft	150 ft AR 300 ft Duplex		
Max. % lot coverage	25%	25%	25%	30%		
Max. Building height (l)	35 ft (g)	35 ft (g)	35 ft (g)	35 ft (g)		
Min. Ground Floor area of principal structure (Square feet)	720 (i)	720 (i)	720 (i)	720 (i)		
Min. Width of principal structure	20 ft (i)	11ft (i)	20 ft (i)	11 ft (i)		
<i>Zoning District</i>	<b>B1</b>	<b>B2</b>	<b>B3</b>	<b>I</b>	<b>HX</b>	<b>Reserved for future use</b>
Min. Lot Area (Square feet)	10,000	10,000	20,000	40,000	10,000	
Min. Front Setback	30 ft (e)	30 ft (e)	30 ft (e)	30 ft (e)	30 ft (e)	
Max. Front Setback	NA	NA	NA	NA	NA	
Min. Side Setback	10 ft (c)	10 ft (c)	10 ft (c)	10 ft (c)	10 ft (c)	
Min. Rear Setback	20 ft (a, d, f)	20 ft (a, d, f)	20 ft (a, d, f)	20 ft (a, d, f)	20 ft (a, d, f)	
Min. Lot width (k)	100 ft	100 ft	100 ft	150 ft	150 ft	
Max. % lot coverage	NA	NA	NA	NA	NA	
Max. Building height (l)	35 ft (g)	35 ft (g)	35 ft (g)	35 ft (g)	35 ft (g)	
Min. Ground Floor area principal structure (Square feet)	NA	NA	NA	NA	NA	
Min. Width of principal structure	NA	NA	NA	NA	NA	

Minimum front, side and rear setbacks, and maximum lot coverage modifications of up to twenty-five percent (25%) may be approved by the Zoning Administrator for nonconforming lots, as described in [Article 21.26.1](#) and [21.26](#).

- Note a: Lots within five hundred (500) feet of lakes, ponds, flowages, rivers, streams: see [Article 18, LOTS NEAR WATER](#).
- Note b: Where the front yards of two (2) or more principal buildings in any block, or within five hundred (500) feet in existence at the time of the passage of this Ordinance (or amendment thereto), in the same zoned district or the same side of the road are less than the minimum front yard setback, then any principal building subsequently erected on the same side of the road shall not be required to provide a greater setback than the average for the existing two (2) or more principal buildings.
- Note c: On the exterior side yard which borders on a residential district, there shall be provided a setback of not less than twenty (20) feet on the residential side in B1, B2, B3 and HX.
- Note d: Loading and unloading space shall be provided in the rear yard in the ratio of at least ten (10) square feet per linear foot of front building wall. Loading space shall not be counted as required off-street parking. Loading zones may be located in other non-required yards if screened or obscured from view from public streets and residential districts.
- Note e: Off-street parking may be permitted in the front yard, except that a ten (10) foot wide landscaped buffer is maintained between the front lot line (or right-of-way line) and the parking area.
- Note f: No building shall be placed closer than forty (40) feet to the outer perimeter of such district or property line when said use abuts a residential district boundary.
- Note g: Subject to approval by the Planning Commission, the maximum height of buildings may be permitted to exceed the maximum stated in the Schedule by up to fifty percent (50%) in R1, R2, R3, RR, B1, B2 and **HX** Districts; and up to one hundred percent (100%) in all other districts, provided that the applicant can demonstrate that no good purpose would be served by compliance with maximums stated, (as in the case of steep topography, a Planned Unit Development (PUD), or larger site); and further, there is no conflict with airport zoning height restrictions; fire safety is maintained subject to local fire authority approval; and the light, air and/or scenic views of adjoining property is not impaired. The Planning Commission and or Zoning Board of Appeals cannot allow a WTG height greater than allowed in [Section 21.47](#) or a Wireless Telecommunication Towers and Facilities greater than the height allowed in the Zoning District **PRINCIPAL USES PERMITTED** or **PERMITTED USES SUBJECT TO SPECIAL CONDITIONS**. Also see [Article 22 GENERAL EXCEPTIONS FOR AREA, HEIGHT AND USE](#) .
- Note h: [Section 21.1](#) allows a rear setback of ten (10) feet for accessory buildings.
- Note i: The foregoing standards shall not apply to a mobile home located in a licensed mobile home park except to the extent required by state or federal law or otherwise specifically required in this Ordinance.
- Note j: In instances where the property is adjacent to a public right of way or ingress egress easement dedicated as permanent adequate access to one (1) or more lots, the setback shall be measured from that right of way or ingress egress easement.
- Note k: Specific allowable uses have greater minimum lot widths as required in the Zoning District allowable use lists.
- Note l: Specific allowable uses have greater allowable heights as stated in the Zoning District allowable use lists, [Article 21](#) and [Article 22, Section 22.3 Height Limits](#), of this ordinance

\*The Otsego County Planning Commission is submitting proposed language to ARTICLE 21/SECTION 21.46 as an update to the section.

*Current language:*

**SECTION 21.46 WIRELESS COMMUNICATIONS:**

The Telecommunication Act of 1996, as amended February 8, 1996, sets forth provisions concerning placement, location and construction of towers and related facilities for wireless services. The purpose of this Section is to establish general guidelines for the siting of wireless communications towers and antennas. The goals of the section are to:

- (1) Protect residential zoning districts from potential adverse impacts of towers and antennas;
- (2) Encourage the location of towers in non-residential areas;
- (3) Minimize the total number of towers throughout the county;
- (4) Strongly encourage the joint use of new and existing tower sites as a primary option rather than construction of additional single-use towers;
- (5) Encourage users of towers and antennas to locate them, to the extent possible, in areas where the adverse impact on aesthetics in this tourism based county is minimal;
- (6) Encourage users of towers and antennas to configure them in a way that minimizes the adverse visual impact of the towers and antennas through careful design, siting, landscape screening, and innovative camouflaging techniques;
- (7) Enhance the ability of providers of telecommunication services to provide such services to the county quickly, effectively, and efficiently;
- (8) Consider the public health and safety of communication towers; and
- (9) Avoid potential damage to adjacent properties from tower failure through engineering and careful siting of tower structures. In furtherance of these goals, due consideration shall be given to the Otsego County master plan, zoning map, existing land uses, and environmentally sensitive areas in approving sites for the location of towers and antennas.

Wireless and cellular phone service are specially determined to not be essential services, nor to be public utilities as such terms are used in this Ordinance.

It is not the intent to create "antennae farms" with a number of monopoles and antennae in a small area. Also, it is not the intent to regulate ham radio antennae under this section, or to regulate towers installed at single family dwellings for personal television reception.

*Proposed language:*

**SECTION 21.46 WIRELESS COMMUNICATIONS:**

Reference the Telecommunication Act (Act 104 of 1996 as amended) and the Michigan Zoning and Enabling Act (Act 110 of 2006 as amended including Act 143 of 2012). These set forth provisions concerning placement, location and construction of towers and related facilities for wireless services, provide rules for changes to existing towers and set time frames for municipality action. The purpose of this Section is to establish general guidelines for the siting of wireless communications towers and antennas. The goals of the section are to: ...

\*The Otsego County Planning Commission is submitting proposed language to ARTICLE 27/TOWNSHIP PARTICIPATION per Michigan Zoning and Enabling Act (Act 110 of 2006 as amended including Act 143 of 2012) referencing the timeframe of ninety days for wireless communication cases before an automatic approval:

*Current language:*

**ARTICLE 27 TOWNSHIP PARTICIPATION IN COUNTY ZONING**

It having been established that the Township units of government in Otsego County are desirous of actively participating in zoning amendment and zoning procedures; and Otsego County having determined that such participation is needed in the zoning process,

NOW, THEREFORE, IT IS HEREBY DECLARED to be the policy of Otsego County that no zoning decision (with respect to those matters hereinafter set forth) affecting any particular township shall be made without the direct participation of said township so affected in accordance with the following procedures:

27.1 When a Petition is filed with the Otsego County Planning Commission with respect to any of the four (4) types of requests listed below, and then the procedure specified in 27.2 shall be followed prior to a decision being rendered by the County Planning Commission or the County Zoning Board of Appeals:

27.1.1 Changes in zoning district boundaries;

27.1.2 The approval of Uses Subject to Special Conditions, Special Approval Uses, and Special Land Uses;

27.1.3 The approval of Planned Unit Developments, all condominium projects, and all subsequent phases of an approved phased development;

27.1.4 Any appeal of an administrative decision, Ordinance interpretation, or variance.

27.2 Prior to a hearing by the County Planning Commission, the Otsego County Zoning Administrator shall forward, by certified or first class mail, said written petition to the township clerk of the township within which the property associated with the petition is located and shall execute and file an Affidavit of Mailing such petition.

Upon the approval or disapproval of the petition by the affected township, said township's clerk shall notify, in writing, the petitioning party and the Otsego County Zoning Administrator of the Township Board's decision. The Petition shall then be acted upon, with due regard to the affected Township's decision, by the Otsego County Planning Commission in conformance with this Ordinance.

In like manner, and under the same conditions, authority, and rule of policy, the Otsego County Board of Appeals, shall make no rule, interpretation or determination on any matter pertaining to a zoning variance (Article 26.2) affecting any particular township, without the Otsego County Zoning Administrator first forwarding, by certified or first class mail, said written petition to the township clerk of the township to be affected by said petition; the Zoning Administrator shall execute and file an Affidavit of Mailing as to such petition.

Upon the approval or disapproval of the petition by the affected township, said township's clerk shall notify, in writing, the petitioning party and the Otsego County Zoning Administrator of the Township Board's decision. The petition shall then be acted upon with due regard to the affected Township's decision by the Otsego County Zoning Board of Appeals in conformance with this ordinance.

The affected township shall take some official action to notify the county Zoning Administrator of its decision within forty (40) days after having received the written petition. The township may take an additional thirty (30) days to study the matter and take action thereon; but it shall file written notice with the Zoning Administrator within the original forty (40) days of its intention to take the additional time. It shall be presumed that the township waives its right to act if no action is taken within the applicable time period(s).

***Proposed language:***

The affected township shall take some official action to notify the county Zoning Administrator of its decision within forty (40) days after having received the written petition. The township may take an additional thirty (30) days to study the matter and take action thereon; but it shall file written notice with the Zoning Administrator within the original forty (40) days of its intention to take the additional time. **Exception:** Due to state law time frames for wireless communication towers, an extension beyond the original forty (40) days shall not be permitted. It shall be presumed that the township waives its right to act if no action is taken within the applicable time period(s).

\*The Otsego County Planning Commission held a public hearing for the following on October 19, 2015:

***2016-2021 Otsego County Capital Improvement Plan***

Motion made by Mr. Hartmann to recommend adoption of the 2016-2021 Otsego County Capital Improvement Plan to the Otsego County Board of Commissioners; Seconded by Mr. Mang.

Motion approved unanimously.

**BALANCE SHEET -- BOARD DISCRETIONARY FUNDS -- OCTOBER 31, 2015**

	<u>GENERAL FUND</u>	<u>PUBLIC IMPROVEMENT</u>	<u>BUDGET STABILIZATION</u>	<u>LEGAL DEFENSE</u>	<u>EQUIPMENT FUND</u>
<b>ASSETS</b>					
CASH	3,545,141.73	342,906.43	578,650.57	115,543.62	181,702.94
INVESTMENTS	525,500.00	800,000.00	216,466.01	-	-
IMPREST CASH	10,815.00	-	-	-	-
TAXES RECEIVABLE	228,380.21	-	-	-	-
ACCOUNTS RECEIVABLE	11,550.00	137,233.24	-	-	-
DUE FROM STATE	-	-	-	-	-
DUE FROM OTHER FUNDS	2,975.24	105,563.40	700,000.00	-	-
LONG TERM ADV TO OTHER FDS	-	58,419.13	-	-	-
LONG TERM ADV TO EMS	-	358,170.63	-	-	-
POSTAGE INVENTORY	2,915.31	-	-	-	-
SUPPLIES INVENTORY	15,639.05	-	-	-	-
PREPAID EXPENSE	997.50	-	-	-	-
<b>TOTAL ASSETS</b>	<u>4,343,914.04</u>	<u>1,802,292.83</u>	<u>1,495,116.58</u>	<u>115,543.62</u>	<u>181,702.94</u>
<b>LIABILITIES</b>					
ACCOUNTS PAYABLE	-	-	-	-	-
ACCRUED WAGES PAYABLE	-	-	-	-	-
DUE TO OTHER FUNDS	700,000.00	-	-	-	-
DEFERRED REVENUE	23,880.21	-	-	-	-
<b>TOTAL LIABILITIES</b>	<u>723,880.21</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
<b>FUND BALANCE</b>					
NONSPENDABLE/ASSIGNED/RESTRICTED	74,432.88	-	-	-	-
UNASSIGNED	3,545,600.95	1,802,292.83	1,495,116.58	115,543.62	181,702.94
<b>TOTAL FUND BALANCE</b>	<u>3,620,033.83</u>	<u>1,802,292.83</u>	<u>1,495,116.58</u>	<u>115,543.62</u>	<u>181,702.94</u>
<b>TOTAL LIABS &amp; FUND BALANCE</b>	<u>4,343,914.04</u>	<u>1,802,292.83</u>	<u>1,495,116.58</u>	<u>115,543.62</u>	<u>181,702.94</u>

Information on these pages is intended for mangement purposes only.  
The information is unaudited and is prepared using the modified cash basis of accounting.

**BALANCE SHEET -- BOARD DISCRETIONARY FUNDS -- OCTOBER 31, 2015**

	<u>REVENUE SHARING</u>	<u>CAPITAL PROJECTS</u>	<u>DEBT SERVICE</u>	<u>HEALTH CARE</u>
<b>ASSETS</b>				
CASH	4,958.03	407,089.88	16,775.00	438,557.04
RESERVED CASH	-	150,000.00	-	-
INVESTMENTS	-	100,000.00	-	-
IMPREST CASH	-	-	-	2,000.00
TAXES RECEIVABLE	-	-	-	-
ACCOUNTS RECEIVABLE	-	-	795,000.00	3,433.58
DUE FROM STATE	-	-	-	-
DUE FROM OTHER FUNDS	-	8,000.00	-	-
LONG TERM ADV TO OTHER FDS	-	-	-	-
LONG TERM ADV TO EMS	-	-	-	-
POSTAGE INVENTORY	-	-	-	-
SUPPLIES INVENTORY	-	-	-	-
PREPAID EXPENSE	-	-	-	-
<b>TOTAL ASSETS</b>	<u>4,958.03</u>	<u>665,089.88</u>	<u>811,775.00</u>	<u>443,990.62</u>
<b>LIABILITIES</b>				
ACCOUNTS PAYABLE	-	-	-	-
ACCRUED WAGES PAYABLE	-	-	-	-
DUE TO OTHER FUNDS	-	-	-	-
DEFERRED REVENUE	-	-	795,000.00	-
<b>TOTAL LIABILITIES</b>	<u>-</u>	<u>-</u>	<u>795,000.00</u>	<u>-</u>
<b>FUND BALANCE</b>				
NONSPENDABLE/ASSIGNED/RESTRICTED	-	-	-	-
UNASSIGNED	4,958.03	665,089.88	16,775.00	443,990.62
<b>TOTAL FUND BALANCE</b>	<u>4,958.03</u>	<u>665,089.88</u>	<u>16,775.00</u>	<u>443,990.62</u>
<b>TOTAL LIABS &amp; FUND BALANCE</b>	<u>4,958.03</u>	<u>665,089.88</u>	<u>811,775.00</u>	<u>443,990.62</u>

**OTSEGO COUNTY - BOARD DISCRETIONARY FUNDS**  
**BUDGET REPORT**  
**YEAR TO DATE THROUGH OCTOBER 31, 2015**

GL NUMBER	YTD BALANCE 10/31/2014	2015 AMENDED BUDGET	YTD BALANCE 10/31/2015	AVAILABLE BALANCE	% COLLECTED/ SPENT
<b>Fund 101 - GENERAL FUND</b>					
<b>REVENUES</b>					
010-PROPERTY TAXES	4,164,773.96	4,749,000.00	4,288,811.94	460,188.06	90.31
015-STATE UNRESTRICTED REVENUE	208,117.00	562,679.00	579,651.75	(16,972.75)	103.02
025-INTEREST EARNINGS	91,153.91	110,000.00	113,933.02	(3,933.02)	103.58
030-OTHER REVENUE	158,746.47	172,595.00	164,428.36	8,166.64	95.27
050-SPECIAL ITEMS/TRANSFERS	520,794.00	346,821.00	141,781.85	205,039.15	40.88
131-CIRCUIT COURT	127,773.60	217,900.00	123,623.53	94,276.47	56.73
132-LEIN FEES	5,374.40	11,800.00	7,225.50	4,574.50	61.23
133-DRUG COURT GRANT	57,985.89	138,514.00	76,827.67	61,686.33	55.47
134-RDSS TRANSPORT GRANT	3,189.72	15,000.00	5,543.81	9,456.19	36.96
136-DISTRICT COURT	435,813.38	482,784.00	428,737.96	54,046.04	88.81
145-JURY COMMISSION	775.00	11,500.00	1,270.00	10,230.00	11.04
148-PROBATE COURT	141,648.74	183,000.00	152,492.99	30,507.01	83.33
166-FAMILY COUNSELING SERVICES	3,913.68	4,000.00	5,623.70	(1,623.70)	140.59
215-COUNTY CLERK/ROD	222,828.91	257,150.00	247,100.17	10,049.83	96.09
253-TREASURER	872.22	850.00	2,748.00	(1,898.00)	323.29
257-EQUALIZATION	13,663.20	36,700.00	19,096.75	17,603.25	52.03
262-ELECTIONS	7,576.72	9,500.00	0.00	9,500.00	0.00
267-PROSECUTOR	30,554.66	48,350.00	29,550.32	18,799.68	61.12
268-CHILD SUPPORT SPECIALIST-PROS ATTY	20,419.58	40,773.00	15,736.31	25,036.69	38.59
301-SHERIFF	17,735.20	25,383.00	23,413.47	1,969.53	92.24
302-SHERIFF - CIVIL DIVISION	15,097.75	16,000.00	15,856.03	143.97	99.10
320-JUSTICE TRAINING	2,108.48	7,194.00	1,004.40	6,189.60	13.96
331-MARINE SAFETY	3,040.00	4,000.00	0.00	4,000.00	0.00

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GL NUMBER	2015		YTD BALANCE 10/31/2015	AVAILABLE BALANCE	% COLLECTED/ SPENT
	YTD BALANCE 10/31/2014	AMENDED BUDGET			
332-MOTORCYCLE SAFETY EDUCATION	44,326.66	75,500.00	42,028.99	33,471.01	55.67
333-SNOWMOBILE GRANT	1,613.54	19,217.00	11,375.00	7,842.00	59.19
334-SECONDARY ROAD PATROL	24,884.00	41,664.00	19,624.00	22,040.00	47.10
336-OFF-ROAD VEHICLE GRANT	0.00	20,178.00	0.00	20,178.00	0.00
351-JAIL	69,334.20	69,000.00	56,139.47	12,860.53	81.36
427-EMERGENCY SERVICES	(2,612.50)	10,000.00	6,193.05	3,806.95	61.93
450-REMONUMENTATION	20,187.60	47,433.00	18,973.20	28,459.80	40.00
601-DISTRICT HEALTH	0.00	0.00	175.00	(175.00)	100.00
682-VETERANS AFFAIRS	100.00	0.00	0.00	0.00	0.00
721-PLANNING / ZONING	83,506.00	74,735.00	91,934.00	(17,199.00)	123.01
<b>TOTAL Revenues</b>	<b>6,495,295.97</b>	<b>7,809,220.00</b>	<b>6,690,900.24</b>	<b>1,118,319.76</b>	<b>85.68</b>
<b>EXPENDITURES</b>					
101-COMMISSIONERS	150,269.63	177,925.00	143,300.85	34,624.15	80.54
105-OTHER LEGISLATIVE	21,223.56	21,242.00	21,223.56	18.44	99.91
131-CIRCUIT COURT	816,122.98	1,118,979.00	787,346.92	331,632.08	70.36
132-LEIN FEES	7,593.00	11,800.00	7,663.00	4,137.00	64.94
133-DRUG COURT GRANT	80,402.09	131,566.00	82,571.64	48,994.36	62.76
134-RDSS TRANSPORT GRANT	4,127.39	15,000.00	5,549.15	9,450.85	36.99
136-DISTRICT COURT	58,658.32	68,919.00	53,963.45	14,955.55	78.30
145-JURY COMMISSION	14,597.43	26,850.00	21,098.65	5,751.35	78.58
148-PROBATE COURT	147,303.72	173,747.00	141,630.74	32,116.26	81.52
149-PROBATION/PAROLE	1,407.31	1,500.00	701.49	798.51	46.77
166-FAMILY COUNSELING SERVICES	2,145.00	4,000.00	1,660.00	2,340.00	41.50
172-COUNTY ADMINISTRATOR	96,610.50	133,285.00	100,440.00	32,845.00	75.36
201-FINANCE DEPARTMENT	64,877.25	86,521.00	64,891.00	21,630.00	75.00
215-COUNTY CLERK/ROD	199,345.00	284,406.00	225,636.78	58,769.22	79.34
223-EXTERNAL AUDIT	14,613.41	11,290.00	11,289.29	0.71	99.99
228-INFORMATION TECHNOLOGY	49,663.10	60,781.00	42,305.28	18,475.72	69.60
253-TREASURER	86,040.72	112,046.00	89,393.59	22,652.41	79.78
257-EQUALIZATION	196,454.86	261,138.00	201,572.64	59,565.36	77.19

GL NUMBER	2015		YTD BALANCE 10/31/2015	AVAILABLE BALANCE	% COLLECTED/ SPENT
	YTD BALANCE 10/31/2014	AMENDED BUDGET			
261-COOPERATIVE EXTENSION	51,961.50	57,521.00	43,561.54	13,959.46	75.73
262-ELECTIONS	14,533.65	10,220.00	126.76	10,093.24	1.24
265-BUILDING AND GROUNDS	275,544.00	305,000.00	230,000.00	75,000.00	75.41
267-PROSECUTOR	298,048.85	474,108.00	353,291.48	120,816.52	74.52
268-CHILD SUPPORT SPECIALIST-PROS ATTY	40,461.17	52,823.00	28,652.16	24,170.84	54.24
270-HUMAN RESOURCES	50,127.00	69,873.00	52,405.00	17,468.00	75.00
278-SURVEYOR	0.00	200.00	200.00	0.00	100.00
280-OTSEGO CONSERVATION DISTRICT	4,000.00	14,000.00	4,000.00	10,000.00	28.57
301-SHERIFF	614,353.82	892,735.00	539,522.93	353,212.07	60.43
302-SHERIFF - CIVIL DIVISION	32,044.04	36,125.00	30,066.14	6,058.86	83.23
306-SANE	10,000.00	20,000.00	20,000.00	0.00	100.00
320-JUSTICE TRAINING	1,163.56	4,694.00	2,500.00	2,194.00	53.26
331-MARINE SAFETY	7,735.50	9,434.00	1,561.30	7,872.70	16.55
332-MOTORCYCLE SAFETY EDUCATION	44,064.08	75,500.00	41,587.35	33,912.65	55.08
333-MARINE SAFETY	1,982.04	8,952.00	2,636.89	6,315.11	29.46
334-SECONDARY ROAD PATROL	60,031.52	74,504.00	60,989.99	13,514.01	81.86
336-OFF-ROAD VEHICLE GRANT	22,444.64	22,258.00	1,228.17	21,029.83	5.52
351-JAIL	748,285.52	1,042,185.00	788,038.06	254,146.94	75.61
427-EMERGENCY SERVICES	22,500.00	30,000.00	22,500.00	7,500.00	75.00
445-DRAINS	4,390.00	4,500.00	0.00	4,500.00	0.00
450-REMONUMENTATION	23,834.50	47,433.00	44,983.00	2,450.00	94.83
601-DISTRICT HEALTH	177,578.00	191,130.00	143,347.50	47,782.50	75.00
605-COMMUNICABLE DISEASES	500.00	500.00	500.00	0.00	100.00
631-SUBSTANCE ABUSE	63,748.50	129,765.00	57,857.50	71,907.50	44.59
648-MEDICAL EXAMINER	56,543.51	80,650.00	75,341.93	5,308.07	93.42
649-MENTAL HEALTH	47,001.50	94,003.00	70,502.25	23,500.75	75.00
681-VETERANS BURIAL	4,422.50	8,450.00	3,176.54	5,273.46	37.59
682-VETERANS AFFAIRS	36,314.07	55,031.00	40,924.13	14,106.87	74.37
721-PLANNING / ZONING	56,424.15	64,213.00	46,027.00	18,186.00	71.68
729-CHAMBER OF COMMERCE	1,050.00	1,050.00	997.50	52.50	95.00
731-ECONOMIC ALLIANCE	10,000.00	10,000.00	10,000.00	0.00	100.00

GL NUMBER	YTD BALANCE 10/31/2014	2015		YTD BALANCE 10/31/2015	AVAILABLE BALANCE	% COLLECTED/ SPENT
		AMENDED BUDGET				
851-INSURANCE AND BONDS	183,993.50	263,408.00		107,367.00	156,041.00	40.76
853-HEALTH CARE RETIREES	64,659.70	85,000.00		73,278.40	11,721.60	86.21
864-DISTRIBUTIVE SERVICES	32,422.59	32,705.00		27,410.77	5,294.23	83.81
941-CONTINGENCY	0.00	29,774.00		0.00	29,774.00	0.00
961-APPROPRIATION - HUMAN SVCS	4,587.03	8,904.00		8,904.00	0.00	100.00
962-APPROPRIATION - LGL DFS FUND	50,000.00	50,000.00		37,500.00	12,500.00	75.00
966-APPROPRIATION - AIRPORT	159,281.00	214,281.00		160,710.00	53,571.00	75.00
967-APPROPRIATION - CHILD CARE	176,250.00	235,000.00		176,250.00	58,750.00	75.00
968-APPROPRIATION - FOC	106,346.25	159,296.00		122,197.00	37,099.00	76.71
969-APPROPRIATION - OTHER FUNDS	30,000.00	30,000.00		22,500.00	7,500.00	75.00
970-APPROPRIATION - EQUIP FUND	69,800.00	60,000.00		60,000.00	0.00	100.00
971-APPROPRIATION - SLDRS SLRS	5,000.00	5,000.00		5,000.00	0.00	100.00
972-APPROPRIATION - CAP PROJ FUND	35,000.00	42,000.00		42,000.00	0.00	100.00
978-APPROPRIATION - MAPPING FUND	6,000.00	6,000.00		6,000.00	0.00	100.00
<b>TOTAL Expenditures</b>	<b>5,715,882.96</b>	<b>7,809,220.00</b>		<b>5,567,880.32</b>	<b>2,241,339.68</b>	<b>71.30</b>
<b>NET OF REVENUES &amp; EXPENDITURES</b>	<b>779,413.01</b>			<b>1,123,019.92</b>		
<b>FUND BALANCE - JANUARY 1, 2015</b>	<b>1,994,088.22</b>			<b>2,497,013.91</b>		
<b>FUND BALANCE - OCTOBER 31, 2015</b>	<b>2,773,501.23</b>			<b>3,620,033.83</b>		

**Fund 245 - PUBLIC IMPROVEMENT FUND**

**REVENUES**

025-INTEREST EARNINGS	18,041.52	20,000.00		16,625.77	3,374.23	83.13
030-OTHER REVENUE	0.00	0.00		17,102.00	(17,102.00)	100.00
215-RENT	1,491.67	0.00		0.00	0.00	0.00
<b>TOTAL Revenues</b>	<b>19,533.19</b>	<b>20,000.00</b>		<b>33,727.77</b>	<b>(13,727.77)</b>	<b>168.64</b>

**EXPENDITURES**

941-CONTINGENCY	0.00	20,000.00		0.00	20,000.00	0.00
<b>TOTAL Expenditures</b>	<b>0.00</b>	<b>20,000.00</b>		<b>0.00</b>	<b>20,000.00</b>	<b>0.00</b>
<b>NET OF REVENUES &amp; EXPENDITURES</b>	<b>19,533.19</b>			<b>33,727.77</b>		
<b>FUND BALANCE - JANUARY 1, 2015</b>	<b>1,738,434.37</b>			<b>1,768,565.06</b>		
<b>FUND BALANCE - OCTOBER 31, 2015</b>	<b>1,757,967.56</b>			<b>1,802,292.83</b>		

GL NUMBER	YTD BALANCE 10/31/2014	2015 AMENDED BUDGET	YTD BALANCE 10/31/2015	AVAILABLE BALANCE	% COLLECTED/ SPENT
<b>Fund 257 - BUDGET STABILIZATION</b>					
<b>REVENUES</b>					
025-INTEREST EARNINGS	6,068.58	7,500.00	9,929.44	(2,429.44)	132.39
050-SPECIAL ITEMS/TRANSFERS	100,000.00	0.00	0.00	0.00	0.00
<b>TOTAL Revenues</b>	<b>106,068.58</b>	<b>7,500.00</b>	<b>9,929.44</b>	<b>(2,429.44)</b>	<b>132.39</b>
<b>EXPENDITURES</b>					
941-CONTINGENCY	0.00	7,500.00	0.00	7,500.00	0.00
<b>TOTAL Expenditures</b>	<b>0.00</b>	<b>7,500.00</b>	<b>0.00</b>	<b>7,500.00</b>	<b>0.00</b>
<b>NET OF REVENUES &amp; EXPENDITURES</b>	<b>106,068.58</b>		<b>9,929.44</b>		
<b>FUND BALANCE - JANUARY 1, 2015</b>	<b>1,375,682.73</b>		<b>1,485,187.14</b>		
<b>FUND BALANCE - OCTOBER 31, 2015</b>	<b>1,481,751.31</b>		<b>1,495,116.58</b>		
<b>Fund 260 - LEGAL DEFENSE FUND</b>					
<b>REVENUES</b>					
025-INTEREST EARNINGS	230.95	0.00	205.36	(205.36)	100.00
050-SPECIAL ITEMS/TRANSFERS	50,000.00	50,000.00	37,500.00	12,500.00	75.00
<b>TOTAL Revenues</b>	<b>50,230.95</b>	<b>50,000.00</b>	<b>37,705.36</b>	<b>12,294.64</b>	<b>75.41</b>
<b>EXPENDITURES</b>					
130-46TH CIRCUIT TRIAL COURT	0.00	0.00	0.00	0.00	0.00
270-HUMAN RESOURCES	38,726.03	50,000.00	46,619.12	3,380.88	93.24
<b>TOTAL Expenditures</b>	<b>38,726.03</b>	<b>50,000.00</b>	<b>46,619.12</b>	<b>3,380.88</b>	<b>93.24</b>
<b>NET OF REVENUES &amp; EXPENDITURES</b>	<b>11,504.92</b>		<b>(8,913.76)</b>		
<b>FUND BALANCE - JANUARY 1, 2015</b>	<b>153,160.61</b>		<b>124,457.38</b>		
<b>FUND BALANCE - OCTOBER 31, 2015</b>	<b>164,665.53</b>		<b>115,543.62</b>		
<b>Fund 266 - EQUIPMENT FUND</b>					
<b>REVENUES</b>					
030-OTHER REVENUE	162.75	0.00	2,190.82	(2,190.82)	100.00
050-SPECIAL ITEMS/TRANSFERS	89,775.00	185,287.00	177,876.00	7,411.00	96.00
<b>TOTAL Revenues</b>	<b>89,937.75</b>	<b>185,287.00</b>	<b>180,066.82</b>	<b>5,220.18</b>	<b>97.18</b>

GL NUMBER	YTD BALANCE 10/31/2014	2015 AMENDED BUDGET	YTD BALANCE 10/31/2015	AVAILABLE BALANCE	% COLLECTED/ SPENT
<b>EXPENDITURES</b>					
901-CAPITAL OUTLAY	117,604.11	185,287.00	73,024.70	112,262.30	39.41
941-CONTINGENCY	17,482.00	0.00	0.00	0.00	0.00
<b>TOTAL Expenditures</b>	<b>135,086.11</b>	<b>185,287.00</b>	<b>73,024.70</b>	<b>112,262.30</b>	<b>39.41</b>
<b>NET OF REVENUES &amp; EXPENDITURES</b>	<b>(45,148.36)</b>		<b>107,042.12</b>		
<b>FUND BALANCE - JANUARY 1, 2015</b>	<b>151,365.50</b>		<b>74,660.82</b>		
<b>FUND BALANCE - OCTOBER 31, 2015</b>	<b>106,217.14</b>		<b>181,702.94</b>		
<b>Fund 285 - REVENUE SHARING RESERVE</b>					
<b>REVENUES</b>					
010-PROPERTY TAXES	0.00	131,663.00	0.00	131,663.00	0.00
<b>TOTAL Revenues</b>	<b>0.00</b>	<b>131,663.00</b>	<b>0.00</b>	<b>131,663.00</b>	<b>0.00</b>
<b>EXPENDITURES</b>					
999-TRANSFER OUT	489,794.00	131,663.00	131,663.85	(0.85)	100.00
<b>TOTAL Expenditures</b>	<b>489,794.00</b>	<b>131,663.00</b>	<b>131,663.85</b>	<b>(0.85)</b>	<b>100.00</b>
<b>NET OF REVENUES &amp; EXPENDITURES</b>	<b>(489,794.00)</b>		<b>(131,663.85)</b>		
<b>FUND BALANCE - JANUARY 1, 2015</b>	<b>621,457.85</b>		<b>136,621.88</b>		
<b>FUND BALANCE - OCTOBER 31, 2015</b>	<b>131,663.85</b>		<b>4,958.03</b>		
<b>Fund 499 - CAPITAL PROJECTS FUND</b>					
<b>REVENUES</b>					
030-OTHER REVENUE	9,800.00	0.00	20,000.00	(20,000.00)	100.00
050-SPECIAL ITEMS/TRANSFERS	35,000.00	852,660.00	643,800.00	208,860.00	75.50
<b>TOTAL Revenues</b>	<b>44,800.00</b>	<b>852,660.00</b>	<b>663,800.00</b>	<b>188,860.00</b>	<b>77.85</b>
<b>EXPENDITURES</b>					
901-CAPITAL OUTLAY	113,295.74	851,660.00	513,382.45	338,277.55	60.28
941-CONTINGENCY	0.00	1,000.00	1,000.00	0.00	100.00
999-TRANSFER OUT	15,000.00	0.00	0.00	0.00	0.00
<b>TOTAL Expenditures</b>	<b>128,295.74</b>	<b>852,660.00</b>	<b>514,382.45</b>	<b>338,277.55</b>	<b>60.33</b>

GL NUMBER	YTD BALANCE 10/31/2014	2015 AMENDED BUDGET	YTD BALANCE 10/31/2015	AVAILABLE BALANCE	% COLLECTED/ SPENT
NET OF REVENUES & EXPENDITURES	(83,495.74)		149,417.55		
FUND BALANCE - JANUARY 1, 2015	269,279.22		515,672.33		
FUND BALANCE - OCTOBER 31, 2015	<u>185,783.48</u>		<u>665,089.88</u>		
<b>Fund 569 - DEBT SERVICE</b>					
<b>REVENUES</b>					
050-SPECIAL ITEMS/TRANSFERS	302,187.50	325,388.00	325,162.50	225.50	99.93
215-RENT	54,333.00	0.00	0.00	0.00	0.00
<b>TOTAL Revenues</b>	<u>356,520.50</u>	<u>325,388.00</u>	<u>325,162.50</u>	<u>225.50</u>	<u>99.93</u>
<b>EXPENDITURES</b>					
906-DEBT SERVICE	348,805.00	325,388.00	308,387.50	17,000.50	94.78
<b>TOTAL Expenditures</b>	<u>348,805.00</u>	<u>325,388.00</u>	<u>308,387.50</u>	<u>17,000.50</u>	<u>94.78</u>
NET OF REVENUES & EXPENDITURES	7,715.50		16,775.00		
FUND BALANCE - JANUARY 1, 2015	163,812.18		0.00		
FUND BALANCE - OCTOBER 31, 2015	<u>171,527.68</u>		<u>16,775.00</u>		
<b>Fund 647 - HEALTH CARE FUND</b>					
<b>REVENUES</b>					
025-INTEREST EARNINGS	293.96	0.00	256.21	(256.21)	100.00
050-SPECIAL ITEMS/TRANSFERS	0.00	59,763.00	0.00	59,763.00	0.00
485-HEALTH CARE CONTRIBUTIONS	792,580.34	1,040,000.00	928,240.84	111,759.16	89.25
<b>TOTAL Revenues</b>	<u>792,874.30</u>	<u>1,099,763.00</u>	<u>928,497.05</u>	<u>171,265.95</u>	<u>84.43</u>
<b>EXPENDITURES</b>					
851-INSURANCE AND BONDS	923,302.79	1,040,000.00	984,506.43	55,493.57	94.66
999-TRANSFER OUT	0.00	59,763.00	0.00	59,763.00	0.00
<b>TOTAL Expenditures</b>	<u>923,302.79</u>	<u>1,099,763.00</u>	<u>984,506.43</u>	<u>115,256.57</u>	<u>89.52</u>
NET OF REVENUES & EXPENDITURES	(130,428.49)		(56,009.38)		
FUND BALANCE - JANUARY 1, 2015	563,573.04		500,000.00		
FUND BALANCE - OCTOBER 31, 2015	<u>433,144.55</u>		<u>443,990.62</u>		

**OTSEGO COUNTY**  
**Board of Commissioners**



**EXECUTIVE SUMMARY**

<b>AGENDA ITEM:</b>  December 1, 2015 Warrant	<b>AGENDA DATE:</b>  December 15, 2015
<b>AGENDA PLACEMENT:</b>  New Business, A. Financials, Item 1	<b>ACTION REQUESTED:</b>  Motion to Approve
<b>STAFF CONTACT(S):</b>  Rachel Frisch, Finance Director/Assistant Administrator	<b>ATTORNEY REVIEW:</b>  No

**BACKGROUND/DISCUSSION:**

The County issues a check disbursement report (Warrant) every week for County payables as well as occasional unavoidable supplemental warrants. The following warrants will be on the agenda.

The November 20, 2015 Special Warrant: Totaling \$500.

The December 1, 2015 Warrant: Totaling \$50,277.62.

The total of the two warrants is \$50,777.62.

**RECOMMENDATION:**

Staff requests approval of the warrants as detailed above with a total amount of \$50,777.62.

11/30/2015 01:24 PM  
 User: dlandrie  
 DB: Otsego Co

CHECK DISBURSEMENT REPORT FOR COUNTY OF OTSEGO  
 CHECK DATE FROM 12/01/2015 - 12/01/2015

Check Date	Bank	Check #	Payee	Description	GL #	Amount
12/01/2015	AP	1398 (E)	AVFUEL CORPORATION	FUEL	281-537-930.664	17,213.31
12/01/2015	AP	1399 (E)	CONSUMERS ENERGY	100060707310 NOV 2015	212-430-930.620	1,263.62
12/01/2015	AP	1400 (E)	TITAN STRENGTH FITNESS	EST.#2178 (50% DOWN PAYMENT)	499-901-970.300-WELLNESS__	8,721.50
12/01/2015	AP	59367	ARLAN QUAY	PARTIAL REIMBURSMENT FOR WORK	208-752-726.000	50.00
12/01/2015	AP	59368	CHARTER COMMUNICATIONS	CABLE BILL	208-752-726.000	69.98
		59368		#8245122500044755 AIRPORT	281-537-920.410	252.37
						322.35
12/01/2015	AP	59369	CITY OF GAYLORD	WATER BILL	208-752-920.200	41.55
12/01/2015	AP	59370	DALE STIELER	RESTITUTION	701-000-271.000	143.08
12/01/2015	AP	59371	FRANK JASINSKI	HORSESHOE LEAGUE SECRETARY	208-752-940.010-HORSESHOE__	100.00
12/01/2015	AP	59372	FRONTIER	9897052645020712-5 NOV 2015	212-430-930.210	81.02
12/01/2015	AP	59373	GAYLORD ARFF INC	DEC BILLING AND CALL OUTS	281-537-940.010	13,957.94
12/01/2015	AP	59374	GENEVIE BURZYNSKI	RESTITUTION	701-000-271.000	7.50
12/01/2015	AP	59375	GINA MARCHIO	TRAVEL EXPENSES, REIMBURSE FOR	208-752-726.000	101.09
		59375		TRAVEL EXPENSES	209-751-930.500	135.00
						236.09
12/01/2015	AP	59376	GREAT LAKES ENERGY	ELECTRIC BILL	209-751-930.620	108.49
12/01/2015	AP	59377	LISTVAN PLUMBING & HEATING	112911 LIT PILOT ON WATER HEATER	208-752-726.050	78.00
12/01/2015	AP	59378	MICHELLE HAYES	RESTITUTION	701-000-271.000	30.00
12/01/2015	AP	59379	MUTUAL OF OMAHA	INV#7068793	704-000-231.870	3,063.79
12/01/2015	AP	59380	OMS COMPLIANCE SERVICES INC	DRUG & ALCOHOL TESTING	209-751-726.000	79.50
		59380		DRUG & ALCOHOL TESTING	588-699-940.010	127.75
						207.25
12/01/2015	AP	59381	OTSEGO COUNTY FIRE BOARD	RESTITUTION	701-000-271.000	65.79
12/01/2015	AP	59382	OTSEGO COUNTY SENIOR CITIZEN	RESTITUTION	701-000-271.000	4,000.00
12/01/2015	AP	59383	PIONEER STATE MUTUAL	RESTITUTION	701-000-271.000	10.00
12/01/2015	AP	59384	SANE	RESTITUTION	701-000-271.000	513.00
12/01/2015	AP	59385	WINN TELECOM	ACCT#9897326108	261-427-930.210	63.34
TOTAL - ALL FUNDS						50,277.62
TOTAL OF 22 CHECKS						
--- GL TOTALS ---						
				SUPPLIES - GENERAL	221.07	
				REPAIRS AND MAINT SUPPLIES	78.00	

Check Date	Bank	Check #	Payee	Description	GL #	Amount
208-752-920.200				WATER/SEWAGE		41.55
208-752-940.010			HORSESHOE_	OUTSIDE CONTRACTED SERVICES		100.00
209-751-726.000				SUPPLIES - GENERAL		79.50
209-751-930.500				TRAVEL		135.00
209-751-930.620				ELECTRICITY		108.49
212-430-930.210				TELEPHONE		81.02
212-430-930.620				ELECTRICITY		1,263.62
261-427-930.210				TELEPHONE		63.34
281-537-920.410				SERVICE CONTRACTS		252.37
281-537-930.664				AIRPLANE FUEL		17,213.31
281-537-940.010				OUTSIDE CONTRACTED SERVICES		13,957.94
499-901-970.300			WELLNESS_	PROPERTY - IMPROVEMENTS		8,721.50
588-699-940.010				OUTSIDE CONTRACTED SERVICES		127.75
701-000-271.000				RESTITUTIONS PAYABLE		4,769.37
704-000-231.870				INSURANCE -LIFE/DISABILITY		3,063.79

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Total for fund 208 PARKS AND RECREATION	440.62
Total for fund 209 GROEN NATURE PRESERVE FUND	322.99
Total for fund 212 ANIMAL CONTROL	1,344.64
Total for fund 261 911 SERVICE FUND	63.34
Total for fund 281 AIRPORT	31,423.62
Total for fund 499 CAPITAL PROJECTS FUND	8,721.50
Total for fund 588 TRANSPORTATION FUND	127.75
Total for fund 701 GENERAL AGENCY	4,769.37
Total for fund 704 PAYROLL IMPREST FUND	3,063.79
	50,277.62

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CHECK DISBURSEMENT REPORT FOR COUNTY OF OTSEGO  
CHECK NUMBER 59366

Check Date	Bank	Check #	Payee	Description	GL #	Amount
11/20/2015	AP	59366	JANICE D. PETERSON	S/S RELIEF FOR VETERANS RENT	293-689-930.999	500.00
			TOTAL - ALL FUNDS	TOTAL OF 1 CHECKS		500.00
--- GL TOTALS ---						
293-689-930.999			MISC OTHER SERVICES		500.00	

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Total for fund 293 SOLDIERS' RELIEF FUND

500.00

500.00

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CHECK DISBURSEMENT REPORT FOR COUNTY OF OTSEGO

CHECK NUMBER 56629

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Check Date	Bank	Check #	Payee	Description	GL #	Amount
05/12/2015	AP	56629	CASH EAST OF GRAYLING INC	RESTITUTION FROM D. LINER; CASE 11		** VOIDED **
---			GL TOTALS	---		
			TOTAL - ALL FUNDS	TOTAL OF 1 CHECKS (1 voided)		0.00

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CHECK DISBURSEMENT REPORT FOR COUNTY OF OTSEGO  
CHECK NUMBER 58935

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Check Date	Bank	Check #	Payee	Description	GL #	Amount
10/27/2015	AP	58935	GINA MARCHIO	TRAVEL EXPENSES, REIMBURSE FOR		** VOIDED **
		58935		TRAVEL EXPENSES, REIMBURSE FOR		** VOIDED **
		58935		TRAVEL EXPENSES, REIMBURSE FOR		** VOIDED **
		58935		TRAVEL EXPENSES, REIMBURSE FOR		** VOIDED **
		58935		TRAVEL EXPENSES		** VOIDED **
		58935		TRAVEL EXPENSES		** VOIDED **
		58935		TRAVEL EXPENSES		** VOIDED **
		58935		TRAVEL EXPENSES		** VOIDED **
		58935		TRAVEL EXPENSES		** VOIDED **
		58935		TRAVEL EXPENSES		** VOIDED **
		58935		TRAVEL EXPENSES, REIMBURSE FOR		** VOIDED **
			TOTAL - ALL FUNDS	TOTAL OF 1 CHECKS (1 voided)		0.00

--- GL TOTALS ---

**OTSEGO COUNTY**  
**Board of Commissioners**



**EXECUTIVE SUMMARY**

<b>AGENDA ITEM:</b>  December 8, 2015 Warrant	<b>AGENDA DATE:</b>  December 15, 2015
<b>AGENDA PLACEMENT:</b>  New Business, A. Financials, Item 2	<b>ACTION REQUESTED:</b>  Motion to Approve
<b>STAFF CONTACT(S):</b>  Rachel Frisch, Finance Director/Assistant Administrator	<b>ATTORNEY REVIEW:</b>  No

**BACKGROUND/DISCUSSION:**

The County issues a check disbursement report (Warrant) every week for County payables as well as occasional unavoidable supplemental warrants. The following warrants will be on the agenda.

The December 3, 2015 Special Warrant: Totaling \$705.00.

The December 8, 2015 Warrant: Totaling \$175,431.55.

The total of the two warrants is \$176,136.55.

**RECOMMENDATION:**

Staff requests approval of the warrants as detailed above with a total amount of \$176,136.55.

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Check Date	Bank	Check #	Payee	Description	GL #	Amount
12/03/2015	AP	59527	TROY'S M-75 SERVICE CENTER	CAR REPAIRS, FRONT WHEEL BARRINGS	294-683-930.999	705.00
			TOTAL - ALL FUNDS	TOTAL OF 1 CHECKS		705.00
--- GL TOTALS ---						
				MISC OTHER SERVICES	294-683-930.999	705.00

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Total for fund 294 VETERANS' TRUST FUND

705.00  
705.00

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Total for fund 101 GENERAL FUND	38,637.27
Total for fund 205 WORK CAMP	11.28
Total for fund 208 PARKS AND RECREATION	782.81
Total for fund 212 ANIMAL CONTROL	879.02
Total for fund 215 FRIEND OF THE COURT	2,854.13
Total for fund 226 RECYCLING FUND	5,084.80
Total for fund 233 HUD GRANT FUND	406.49
Total for fund 249 BUILDING INSPECTION FUND	7,828.14
Total for fund 256 REGISTER OF DEEDS AUTOMATION	3,180.00
Total for fund 261 911 SERVICE FUND	2,369.86
Total for fund 266 EQUIPMENT FUND	4,704.37
Total for fund 281 AIRPORT	1,921.04
Total for fund 290 SOCIAL WELFARE FUND	226.00
Total for fund 292 CHILD CARE FUND	11,154.31
Total for fund 294 VETERANS' TRUST FUND	705.00
Total for fund 499 CAPITAL PROJECTS FUND	67,433.33
Total for fund 516 DELINQUENT TAX REVOLVING	5,401.34
Total for fund 588 TRANSPORTATION FUND	13,111.31
Total for fund 618 GIS PROJECT AND AERIAL	1,749.00
Total for fund 637 BUILDING AND GROUNDS	1,119.00
Total for fund 645 ADMINISTRATIVE SERVICES	338.59
Total for fund 647 HEALTH CARE FUND	4,478.15
Total for fund 704 PAYROLL IMPREST FUND	1,056.31
	175,431.55

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CHECK DISBURSEMENT REPORT FOR COUNTY OF OTSEGO  
 CHECK DATE FROM 12/08/2015 - 12/08/2015

Check Date	Bank	Check #	Payee	Description	GL #	Amount
12/08/2015	AP	1401 (E)	CONSUMERS ENERGY	ACCT#1000 7019 9300	226-528-930.620-PROG000000	24.80
12/08/2015	AP	1402 (E)	ELAN	ADMIN CC STMT	101-131-726.025	299.00
		1402 (E)		ADMIN CC STMT	101-131-726.200	63.00
		1402 (E)		ACTIVITY 10/15-11/13	101-133-726.000	370.00
		1402 (E)		ADMIN CC STMT	101-267-801.020	10.00
		1402 (E)		NOVEMBER CREDIT CARD STATEMENT	101-301-726.000	20.12
		1402 (E)		NOVEMBER CREDIT CARD STATEMENT	101-301-726.006	13.12
		1402 (E)		NOVEMBER CREDIT CARD STATEMENT	101-301-726.050	17.71
		1402 (E)		NOVEMBER CREDIT CARD STATEMENT	101-302-726.006	3.29
		1402 (E)		ADMIN CC STMT	101-302-930.500	136.74
		1402 (E)		NOVEMBER CREDIT CARD STATEMENT	101-320-930.500	358.56
		1402 (E)		NOVEMBER CREDIT CARD STATEMENT	101-334-726.006	1.64
		1402 (E)		NOVEMBER CREDIT CARD STATEMENT	101-351-726.006	19.68
		1402 (E)		NOVEMBER CREDIT CARD STATEMENT	101-351-726.035	27.00
		1402 (E)		NOVEMBER CREDIT CARD STATEMENT	205-301-726.000	1.64
		1402 (E)		ACTIVITY 10/15-11/13	208-752-726.000	154.54
		1402 (E)		ADMIN CC STMT	208-752-726.050	116.85
		1402 (E)		ADMIN CC STMT	212-430-930.500	288.96
		1402 (E)		ADMIN CC STMT	249-371-726.200	414.00
		1402 (E)		ADMIN CC STMT	249-371-930.600	135.00
		1402 (E)		ADMIN CC STMT	281-537-726.050	603.86
		1402 (E)		ADMIN CC STMT	499-901-970.300-AT&T-RMDL0	262.52
		1402 (E)		ADMIN CC STMT	499-901-970.300-COMMCTR	900.13
		1402 (E)		ADMIN CC STMT	645-172-930.450	15.15
		1402 (E)		ADMIN CC STMT	645-270-930.500	323.44
						<u>4,555.95</u>
12/08/2015	AP	59386	44NORTH	INV# EENAV	647-000-123.000	2,200.00
		59386		INV#15485, COBRA, TELADOC-NOV.	647-851-704.110	2,278.15
						<u>4,478.15</u>
12/08/2015	AP	59387	44NORTH	NOVEMBER 2015 - 18 TELADOC	101-131-704.110	44.20
		59387		NOVEMBER 2015 - 18 TELADOC	101-136-704.110	6.50
		59387		NOVEMBER 2015 - 18 TELADOC	101-148-704.110	6.50
		59387		NOVEMBER 2015 - 18 TELADOC	215-141-704.110	39.00
		59387		NOVEMBER 2015 - 18 TELADOC	215-141-940.110	6.50
		59387		NOVEMBER 2015 - 18 TELADOC	292-662-704.110	14.30
						<u>117.00</u>
12/08/2015	AP	59388	44NORTH	NOVEMBER 2015 COBRA ADMIN FEES	101-131-704.110	11.66
		59388		NOVEMBER 2015 COBRA ADMIN FEES	101-133-704.110	0.95
		59388		NOVEMBER 2015 COBRA ADMIN FEES	101-136-704.110	0.95
		59388		NOVEMBER 2015 COBRA ADMIN FEES	101-148-704.110	0.95
		59388		NOVEMBER 2015 COBRA ADMIN FEES	215-141-704.110	5.70



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CHECK DISBURSEMENT REPORT FOR COUNTY OF OTSEGO  
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Check Date	Bank	Check #	Payee	Description	GL #	Amount
12/08/2015	AP	59407	CHRISTINE BOYAK-WOHLSEIL	POSTAGE REIMBURSEMENT	249-371-930.450	23.08
12/08/2015	AP	59408	CINTAS CORPORATION	5003931502 FIRST AID	588-699-726.025	56.65
12/08/2015	AP	59409	CITY OF GAYLORD	WATER/SEWER	637-265-920.200-ALPCT00000	534.87
		59409		WATER/SEWER	637-265-920.200-CRTHS00000	511.53
		59409		WATER/SEWER	637-265-920.200-INFO CTR00	33.70
		59409		WATER/SEWER	637-265-920.200-SILLI00000	33.90
						1,114.00
12/08/2015	AP	59410	CONNIE MURPHY	DHS BOARD MTG	290-670-703.040	40.00
		59410		DHS BOARD MTG	290-670-930.500	27.00
						67.00
12/08/2015	AP	59411	CROSSROADS INDUSTRIES	SHREDDING SERVICES	101-101-726.000	25.00
		59411		SHREDDING SERVICES	101-215-726.000	35.00
		59411		SHREDDING SERVICES	101-267-920.410	35.00
		59411		SHREDDING SERVICES	101-301-920.410	35.00
		59411		SHREDDING SERVICES	101-681-726.000	7.80
						137.80
12/08/2015	AP	59412	CURTISS REPORTING CORP	11-94342-FC PEOPLE V BEATY; 7/6/15	101-131-801.030	116.25
12/08/2015	AP	59413	DE WOLF & ASSOCIATES	INV# 1073 IN-SERV TRNG NOV 3 - 6,	101-320-704.400	595.00
12/08/2015	AP	59414	DELL MARKETING LP	DELL OPTIPLEX + MONITOR (QUOTE	266-901-970.440	2,407.83
12/08/2015	AP	59415	DELRIDGE CORPORATION	ALL INCLUSIVE WEBSITE	101-131-970.450	199.95
12/08/2015	AP	59416	DELTA DENTAL OF MICHIGAN	MI001160001 DECEMBER	101-131-704.110	557.42
		59416		MI001160001 DECEMBER	101-136-704.110	76.78
		59416		MI001160001 DECEMBER	101-148-704.110	97.31
		59416		MI001160001 DECEMBER	215-141-704.110	479.60
		59416		MI001160001 DECEMBER	292-662-704.110	214.09
		59416		MI001160001 DECEMBER	704-000-231.261	356.31
						1,781.51
12/08/2015	AP	59417	DIANA M BOYD	GUARDIANSHIP REVIEW HEARING ON	101-131-930.500	12.00
		59417		GUARDIANSHIP REVIEW HEARING ON	101-131-930.830	30.00
						42.00
12/08/2015	AP	59418	DOUG KASSUBA	PUBLIC COMPUTER DESK - INSTALL	101-131-726.000	100.00
12/08/2015	AP	59419	DUANE HOFFMAN	ZONING BOARD OF APPEALS	101-721-703.040	40.00
		59419		ZONING BOARD OF APPEALS	101-721-930.500	8.00
						48.00
12/08/2015	AP	59420	DUNNS	TAX INTERCEPT ENVELOPES	101-131-726.000	147.77

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Check Date	Bank	Check #	Payee	Description	GL #	Amount
		59420		MAILERS, HIGHLIGHTERS, PENS	101-131-940.111	50.00
		59420		INV 813941 & 813892; TONERS	101-267-726.000	208.29
		59420		INV. 814780; DEPT 3589; VICTIM	101-267-930.983	275.96
		59420		INV. 815321; DEPT 5319 CHILD	101-268-726.000	376.26
		59420		MSUE/CONS DISTRICT COPIER	101-864-920.410	192.00
		59420		814384	212-430-726.000	183.78
		59420		PAPER - ALL WEATHER FOR PERMITS	249-371-726.000	375.19
		59420		COPIER NETWORK ASSISTANCE	249-371-726.050	70.00
		59420		8131350 OCTOBER COPIES	588-699-726.000	291.32
		59420		8137370 CHAIR-MAT (DISP.); 8139050	588-699-726.025	426.54
						2,597.11
12/08/2015	AP	59421	VOID	** VOIDED **		** VOIDED **
12/08/2015	AP	59422	DUNNS	ROD WORK STATION	256-901-970.430	3,180.00
12/08/2015	AP	59423	FALINE HOLBORN	MILEAGE AND 1/2 DAY WITN FEE RE:	101-267-930.940	15.50
12/08/2015	AP	59424	FAMILY FARE	ACCT: 3864 - MI ADOPTION DAY 2015	101-131-726.000	77.42
12/08/2015	AP	59425	FEENY	INV# 6218111/1 L-O-F CHARGER	101-301-726.050	33.74
12/08/2015	AP	59426	FRIEND OF THE COURT	2016 ASSOCIATION DUES - MARIA	215-141-930.600	125.00
12/08/2015	AP	59427	FRONTIER	PHONE BILL	208-752-930.210	66.33
		59427		ACCT#231-164-4102-082208-5 & 231-	261-427-930.210	529.86
						596.19
12/08/2015	AP	59428	FRONTIER	989-732-5130-052208-5 NOVEMBER	101-131-930.210	75.71
12/08/2015	AP	59429	G.T. RUBBER SUPPLY CO.	251719 WASH RACK	588-699-726.025	4.50
		59429		251727 BUS #28	588-699-726.050	21.28
						25.78
12/08/2015	AP	59430	GASLIGHT MEDIA	WEB SITE HOSTING	101-228-801.020	50.00
12/08/2015	AP	59431	GAYLORD DRY CLEANERS	NOVEMBER 2015 DRYCLEANING SERVICES	101-301-920.410	60.00
		59431		NOVEMBER 2015 DRYCLEANING SERVICES	101-302-920.410	40.00
		59431		NOVEMBER 2015 DRYCLEANING SERVICES	101-334-920.410	20.00
						120.00
12/08/2015	AP	59432	GAYLORD FORD	44341 BUS #7	588-699-726.050	907.94
12/08/2015	AP	59433	GENESEE COUNTY MEDICAL	AUTOPSY	101-648-930.920	3,690.00
12/08/2015	AP	59434	GILL ROYS HARDWARE	MULTIPLE INVOICES AIRPORT	281-537-920.400	92.58
12/08/2015	AP	59435	HAYES & BENTZ ENTERPRISE	OVERPAYMENT 101-104-000-625-02	516-030-694.000	31.12
12/08/2015	AP	59436	HOEKSTRA TRANSPORTATION INC	X101008283:01 BUS #23	588-699-726.050	383.00

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Check Date	Bank	Check #	Payee	Description	GL #	Amount
12/08/2015	AP	59437	HYDRO-CHEM SYSTEMS INC	80953 PRESSURE WASHER	588-699-726.025	599.08
12/08/2015	AP	59438	IDSI INTERNATIONAL INC	INV#20158349	261-901-970.450	1,500.00
12/08/2015	AP	59439	IMAGE FACTORY INC	CRUZ BUSINESS CARDS, LETTERHEAD,	101-131-726.000	1,266.09
		59439		COURT ENVELOPES	101-131-940.111	239.21
		59439		COURT ENVELOPES	215-141-726.000	353.67
						1,858.97
12/08/2015	AP	59440	IMPREST CASH, OTSEGO COUNTY	NOVEMBER 2015 IMPREST	101-301-930.450	0.49
		59440		NOVEMBER 2015 IMPREST	205-301-726.050	9.64
						10.13
12/08/2015	AP	59441	IMPREST CASH-ADMINISTRATION	REPLENISH IMPREST CASH ( 2 KEYS	637-265-726.000	5.00
12/08/2015	AP	59442	IMPREST CASH-ANIMAL CONTROL	BRIDGE FARE	212-430-930.500	8.00
12/08/2015	AP	59443	INTERSTATE BATTERY SYSTEM OF	23391454 STOCK	588-699-726.050	219.90
12/08/2015	AP	59444	JAMIE FITAK	YOUTH FITNESS ACADEMY GRADUATION	292-662-726.000	9.98
12/08/2015	AP	59445	JAMMIE LYNN TRUAX	15-68-NA NEVES PLACEMENT 10/1/15	292-662-930.700	638.29
12/08/2015	AP	59446	JEFFERY B PROUX	SERVICES THROUGH 11/25/15	249-371-801.024	2,000.00
12/08/2015	AP	59447	JERIANN AND JASON STEIGER	14-46-NA T. RAY PLACEMENT 10/1/15	292-662-930.700	689.44
12/08/2015	AP	59448	JIM CRAWFIS	CAMPING REFUND-CANCELLATION	208-440-652.030	65.00
12/08/2015	AP	59449	JIM HILGENDORF	PLANNING COMMISSION	101-721-703.040	40.00
		59449		PLANNING COMMISSION	101-721-930.500	20.00
						60.00
12/08/2015	AP	59450	JIM WERNIG INC	16813 BUS #31; 16854 BUS #27	588-699-726.050	546.79
12/08/2015	AP	59451	JIM'S ALPINE AUTOMOTIVE	INVOICE # 1679058	281-537-920.400	18.02
		59451		1-679096 STOCK	588-699-726.050	636.83
						654.85
12/08/2015	AP	59452	JOHN FACCHINETTI	11/19/15 VETERAN MEETING PER DIEM	101-682-703.040	40.00
		59452		11/19/15 VETERAN MEETING PER DIEM	101-682-930.500	9.09
						49.09
12/08/2015	AP	59453	JOHN LAFAVE	11/19/15 HOUSING MEETING PER DIEM	233-690-703.040	40.00
		59453		11/19/15 HOUSING MEETING PER DIEM	233-690-930.500	6.27
						46.27
12/08/2015	AP	59454	JOHNSON OIL COMPANY	INV# 367548 L-O-F VEH#693 FORD	101-301-726.050	33.95
		59454		158674 TIRE REPAIR DODGE	212-430-726.050	18.00
		59454		AIRPORT FUEL DIESEL& UNLEADED	281-537-930.660	168.89

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Check Date	Bank	Check #	Payee	Description	GL #	Amount
		59454		AIRPORT FUEL DIESEL& UNLEADED	281-537-930.662	590.80
		59454		43990 CHEVY AVEO	588-699-726.050	883.51
						1,695.15
12/08/2015	AP	59455	JOSEPH SEIFERT	SERVICES THROUGH 11/24/15	249-371-801.026	720.00
12/08/2015	AP	59456	JOSEPH WAMBOLD	11/19/15 HOUSING MEETING PER DIEM	233-690-703.040	40.00
12/08/2015	AP	59457	JUDITH JARECKI	PLANNING COMMISSION	101-721-703.040	40.00
		59457		PLANNING COMMISSION	101-721-930.500	15.50
						55.50
12/08/2015	AP	59458	KENNETH ARNDT	PLANNING COMMISSION	101-721-703.040	40.00
		59458		PLANNING COMMISSION	101-721-930.500	5.00
						45.00
12/08/2015	AP	59459	KENNETH GLASSER	PER DIEM	101-101-703.040	200.00
		59459		PER DIEM	101-101-930.500	85.30
						285.30
12/08/2015	AP	59460	KEVAN D FLORY	11/19/15 HOUSING MEETING PER DIEM	233-690-703.040	40.00
		59460		SERVICES THROUGH 11/25/15	249-371-801.024	3,185.00
						3,225.00
12/08/2015	AP	59461	KIA AVERY	BUS FARE & 1/2 DAY WITN FEE RE:	101-267-930.940	13.50
12/08/2015	AP	59462	KORI CANTRELL	OUT OF TOWN DAY CARE FOR VICTIM	101-267-930.940	52.82
12/08/2015	AP	59463	KRISTOPHER HOLBORN	MILEAGE + 1/2 DAY WITN FEE RE:	101-267-930.940	9.50
12/08/2015	AP	59464	LENDING PRO SOFTWARE, LLC	HOUSING SOFTWARE ANNUAL TECHNICAL	233-690-930.600	75.00
12/08/2015	AP	59465	LINCOLN FINANCIAL	DECEMBER 2015 CICOTSEGOC-BL-954784	101-131-704.140	388.52
		59465		DECEMBER 2015 CICOTSEGOC-BL-954784	101-133-704.140	30.17
		59465		DECEMBER 2015 CICOTSEGOC-BL-954784	215-141-704.140	151.83
		59465		DECEMBER 2015 CICOTSEGOC-BL-954784	292-662-704.140	67.08
						637.60
12/08/2015	AP	59466	MARK L DOBIAS PC	11-9-15 DEFERRAL MEETING	101-131-801.022	75.00
12/08/2015	AP	59467	MAXIMUM SECURITY	KEYPAD FOR WELLNESS ROOM	499-901-970.300-WELLNESS	1,155.00
12/08/2015	AP	59468	MEYER ACE	SUPPLIES	208-752-726.000	131.09
		59468		18535 WASH PUMP/ JIMMY	588-699-726.025	3.29
						134.38
12/08/2015	AP	59469	MICHAEL A. MCCARTHY	ZONING BOARD OF APPEALS	101-721-703.040	40.00
		59469		ZONING BOARD OF APPEALS	101-721-930.500	15.00

Check Date	Bank	Check #	Payee	Description	GL #	Amount
						55.00
12/08/2015	AP	59470	MICHAEL MANG	PLANNING COMMISSION	101-721-703.040	80.00
		59470		ZONING BOARD OF APPEALS	101-721-930.500	5.00
						<u>85.00</u>
12/08/2015	AP	59471	MICHAEL P REISTERER	11-4-15 COMMITMENT HEARING	101-131-801.022	75.00
12/08/2015	AP	59472	MICHELLE FRAKES	PROFESSIONAL SERVICES	101-648-801.020	1,360.00
		59472		PROFESSIONAL SERVICES	101-648-930.500	53.00
						<u>1,413.00</u>
12/08/2015	AP	59473	MICHIGAN DEPARTMENT OF	2016 ASSESSORS CERTIFICATION	101-257-930.600	650.00
12/08/2015	AP	59474	MID NORTH PRINTING INC	84049 DEPT. RECEIPTS	588-699-726.000	678.60
12/08/2015	AP	59475	MID STATES BOLT & SCREW CO	30677315 SHOP SUPPLIES	588-699-726.050	54.19
12/08/2015	AP	59476	MOBILITY TRANSPORTATION	15-1849B S & H CHARGES BUS #31	588-699-726.050	61.00
12/08/2015	AP	59477	NEMCOG	MEMBERSHIP SERVICES FY2016	101-000-123.000	9,341.28
12/08/2015	AP	59478	NEUTRON INDUSTRIES	97555240 AIR FRESHENERS	588-699-726.025	345.25
12/08/2015	AP	59479	NICHOLAS JAMES ANTHONY	NOVEMBER 2015 WEEKEND DRUG TESTER:	101-133-940.010	200.00
12/08/2015	AP	59480	NORA HOLLY CORFIS	PLANNING COMMISSION	101-721-703.040	40.00
		59480		PLANNING COMMISSION	101-721-930.500	14.00
						<u>54.00</u>
12/08/2015	AP	59481	NORTHERN CREDIT BUREAU	INVOICE #10410 OCTOBER CREDIT	233-690-930.150	25.00
12/08/2015	AP	59482	NORTHERN ENERGY, INC	5210 SHOP SUPPLIES (DELO 15W40)	588-699-726.050	1,141.25
12/08/2015	AP	59483	NORTHERN FAMILY INTERVENTION	BUY 4 MICHIGAN JJIHC 14-99001;	292-662-940.010	2,760.58
12/08/2015	AP	59484	NORTHERN MICHIGAN REVIEW	ACCT#14117214, PUBLIC HEARING AND	233-690-930.300	53.75
12/08/2015	AP	59485	NORTHERN TECH SUPPLY	NT18880 SHOP TOOLS	588-699-726.050	66.38
12/08/2015	AP	59486	OTSEGO CONSERVATION DISTRICT	INV#435	226-528-940.010-PROG000000	5,000.00
12/08/2015	AP	59487	OTSEGO COUNTY BUS SYSTEM	INV# 916 VEH#6912 REPLACE TIRES	101-302-726.050	40.50
		59487		AVEO	266-901-920.400	341.68
		59487		OCTOBER 2015 YOUTH FITNESS ACADEMY	292-662-930.500	287.50
						<u>669.68</u>
12/08/2015	AP	59488	OTSEGO COUNTY EMS	PROFESSIONAL SERVICES	101-427-940.010	7,500.00
		59488		INV#11302015-06	499-901-970.300-MEDEXAM	59,796.00
						<u>67,296.00</u>
12/08/2015	AP	59489	OTSEGO COUNTY UNITED WAY	JUVENILE COMMUNITY SERVICE PROGRAM	292-662-940.010	1,250.00

Check Date	Bank	Check #	Payee	Description	GL #	Amount
12/08/2015	AP	59490	PANDO LEATHERCRAFT MFG	INV#6642 GARRISON PANT BLK B/W	101-301-726.046	31.99
12/08/2015	AP	59491	PAUL HARTMANN	PLANNING COMMISSION	101-721-703.040	40.00
		59491		PLANNING COMMISSION	101-721-930.500	10.00
						50.00
12/08/2015	AP	59492	PENELOPE SHEPHERD	TRANSCRIPTS FOR PRELIMS 8-12-15	101-267-726.000	121.01
12/08/2015	AP	59493	PHIL ALEXANDER	ZONING BOARD OF APPEALS	101-721-703.040	40.00
12/08/2015	AP	59494	POINT OF PEACE COUNSELING	14-104-DL M.CAROEN COUNSELING -	292-662-940.010	1,500.00
12/08/2015	AP	59495	QUILL CORPORATION	TONER, COURTROOM/JURY TISSUE, COPY	101-131-726.000	166.68
		59495		TONER, COURTROOM/JURY TISSUE, COPY	101-145-726.000	21.18
						187.86
12/08/2015	AP	59496	REDWOOD TOXICOLOGY LABORATORY	OCTOBER 2015 ADULT DRUG TESTING	101-131-940.010	621.95
		59496		OCTOBER 2015 JUVENILE COURT DRUG	292-662-801.030	407.05
						1,029.00
12/08/2015	AP	59497	RENEE EDWARDS	ALTERNATIVE EDUCATION TEACHER -	292-662-940.010	1,200.00
12/08/2015	AP	59498	RICHARD G SUMAMPOW	YOUTH FITNESS ACADEMY TEACHER -	292-662-940.010	2,063.53
12/08/2015	AP	59499	ROB LINSTRUM	PROFESSIONAL SERVICES	101-648-801.020	520.00
		59499		PROFESSIONAL SERVICES	101-648-930.460	300.00
		59499		PROFESSIONAL SERVICES	101-648-930.500	9.00
						829.00
12/08/2015	AP	59500	SARA SCHMIDT	COAT HOOK	101-267-726.000	10.47
12/08/2015	AP	59501	SCOTT T BEATTY	NOVEMBER 2015 FOC REFEREE HEARINGS	215-141-940.010	1,560.00
12/08/2015	AP	59502	SHERRY S HUFF	DHS BOARD MTG	290-670-703.040	40.00
		59502		DHS BOARD MTG	290-670-930.500	49.00
						89.00
12/08/2015	AP	59503	STAPLES BUSINESS ADVANTAGE	SUPPLIES	101-000-106.000	272.93
12/08/2015	AP	59504	STATE OF MICHIGAN	P69 SERVICE SUPPORT 4TH QTR OCT -	101-131-970.450	2,532.47
12/08/2015	AP	59505	STEVE RIOZZI	11/19/15 HOUSING MEETING PER DIEM	233-690-703.040	40.00
		59505		11/19/15 HOUSING MEETING PER DIEM	233-690-930.500	3.62
						43.62
12/08/2015	AP	59506	TAMMY LABOUEF	11/19/15 HOUSING MEETING PER DIEM	233-690-703.040	40.00
12/08/2015	AP	59507	TARCO INDUSTRIES INC	41164 SHOP SUPPLIES	588-699-726.050	108.98
12/08/2015	AP	59508	TELE-RAD	INV#868937 & INV#869075	261-901-970.435	340.00

Check Date	Bank	Check #	Payee	Description	GL #	Amount
12/08/2015	AP	59509	TERRY JANS	DHS BOARD MTG	290-670-703.040	40.00
		59509		DHS BOARD MTG	290-670-930.500	30.00
						70.00
12/08/2015	AP	59510	THOMAS J PUDVAN	PROFESSIONAL SERVICES	101-648-801.020	1,093.34
		59510		PROFESSIONAL SERVICES	101-648-930.210	80.00
		59510		PROFESSIONAL SERVICES	101-648-930.500	12.00
						1,185.34
12/08/2015	AP	59511	TITAN STRENGTH FITNESS	INV#22398B541	499-901-970.300-WELLNESS__	434.00
12/08/2015	AP	59512	U.S. POST OFFICE	POSTAL PERMIT FOR JURY	101-215-930.450	225.00
12/08/2015	AP	59513	U.S. POST OFFICE	CAPS ACCOUNTY FOR NEW JURY SYSTEM	101-215-930.450	225.00
12/08/2015	AP	59514	UNEMPLOYMENT CONSULTANTS INC	TRACKING#1539075-21	704-000-228.027	700.00
12/08/2015	AP	59515	VERIZON WIRELESS	9755967034 NOVEMBER	588-699-930.210	74.76
12/08/2015	AP	59516	VERIZON WIRELESS	283104123-00001 OCTOBER 2015	101-131-930.210	19.72
12/08/2015	AP	59517	VERN SCHLAUD	POSTAGE REIMBURSEMENT	249-371-930.450	25.87
12/08/2015	AP	59518	VILLAGE OF VANDERBILT	2015 NOVEMBER VILLAGE OF	516-000-026.000-TAX2015000	3,073.16
		59518		2015 NOVEMBER VILLAGE OF	516-170-445.100-TAX2015000	92.19
						3,165.35
12/08/2015	AP	59519	WAL-MART REAL ESTATE BUSINESS	2014 MTT DECREASE IN TAXABLE VALUE	516-000-026.022	2,204.87
12/08/2015	AP	59520	WALMART COMMUNITY GEMB	ANIMAL CONTROL 0080 2117	212-430-726.000	146.03
12/08/2015	AP	59521	WAYNE ISBELL	15-54-DL B. MARCINIAK	101-134-940.010	21.00
		59521		15-54-DL B. MARCINIAK TRANSPORT ON	292-662-930.830	12.00
						33.00
12/08/2015	AP	59522	WEST PAYMENT CENTER	OCTOBER 2015 COURT SKIP TRACING	101-131-940.010	122.62
		59522		OCTOBER 2015 TRI-COUNTY WEST LAW	101-131-940.111	583.31
		59522		INV 832825675, DATE 11/1/15; ACCT	101-268-726.200	183.86
		59522		OCTOBER 2015 FOC SKIP TRACING FEES	215-141-940.010	132.83
						1,022.62
12/08/2015	AP	59523	WILBER AUTOMOTIVE SUPPLY INC	988641 SUPPLIES	588-699-726.050	83.22
12/08/2015	AP	59524	WINN TELECOM	989-705-1786 NOVEMBER	588-699-930.210	258.86
12/08/2015	AP	59525	ZAREMBA EQUIPMENT INC	S 92134 BUS #7	588-699-726.050	1,092.56
12/08/2015	AP	59526	ZOETIS	1000656318	212-430-726.035	234.25
						172,977.55

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CHECK DISBURSEMENT REPORT FOR COUNTY OF OTSEGO  
CHECK DATE FROM 12/08/2015 - 12/08/2015

Pag 10/13

Check Date	Bank	Check #	Payee	Description	GL #	Amount
101-000-106.000				SUPPLIES INVENTORY		272.93
101-000-123.000				PREPAID EXPENSE		9,341.28
101-101-703.040				PER DIEM		200.00
101-101-726.000				SUPPLIES - GENERAL		25.00
101-101-930.500				TRAVEL		85.30
101-131-704.110				HOSPITALIZATION		613.28
101-131-704.140				LIFE AND DISABILITY		388.52
101-131-726.000				SUPPLIES - GENERAL		1,757.96
101-131-726.025				SUPPLIES - JANITORIAL		299.00
101-131-726.200				BOOKS AND PERIODICALS		63.00
101-131-801.022				PROBATE ATTORNEY FEES		150.00
101-131-801.030				TECHNICAL SVCS		116.25
101-131-930.210				TELEPHONE		95.43
101-131-930.500				TRAVEL		12.00
101-131-930.830				SVCS OF CARE GIVER		30.00
101-131-940.010				OUTSIDE CONTRACTED SERVICES		744.57
101-131-940.111				TRI COUNTY COURT EXPENSES		872.52
101-131-970.450				PROPERTY - SOFTWARE		2,732.42
101-133-704.110				HOSPITALIZATION		0.95
101-133-704.140				LIFE AND DISABILITY		30.17
101-133-726.000				SUPPLIES - GENERAL		370.00
101-133-940.010				OUTSIDE CONTRACTED SERVICES		390.00
101-134-930.500				TRAVEL		51.75
101-134-940.010				OUTSIDE CONTRACTED SERVICES		42.00
101-136-704.110				HOSPITALIZATION		84.23
101-145-726.000				SUPPLIES - GENERAL		21.18
101-148-704.110				HOSPITALIZATION		104.76
101-215-726.000				SUPPLIES - GENERAL		35.00
101-215-930.450				SHIPPING AND MAILING		450.00
101-228-801.020				PROFESSIONAL		50.00
101-257-930.600				MEMBERSHIP AND DUES		650.00
101-267-726.000				SUPPLIES - GENERAL		339.77
101-267-801.020				PROFESSIONAL		10.00
101-267-920.410				SERVICE CONTRACTS		35.00
101-267-930.940				WITNESS SERVICES		91.32
101-267-930.983				VICTIMS RIGHTS SERVICES		275.96
101-268-726.000				SUPPLIES - GENERAL		376.26
101-268-726.200				BOOKS AND PERIODICALS		183.86
101-301-726.000				SUPPLIES - GENERAL		20.12
101-301-726.006				RANGE SUPPLIES		13.12
101-301-726.046				SUPPLIES - UNIFORM/ACC		31.99
101-301-726.050				REPAIRS AND MAINT SUPLLIES		85.40
101-301-920.410				SERVICE CONTRACTS		95.00
101-301-930.450				SHIPPING AND MAILING		0.49
101-302-726.006				RANGE SUPPLIES		3.29

Check Date	Bank	Check #	Payee	Description	GL #	Amount
101-302-726.050				REPAIRS AND MAINT SUPLLIES		40.50
101-302-920.410				SERVICE CONTRACTS		40.00
101-302-930.500				TRAVEL		136.74
101-320-704.400				EDUCATION AND TRAINING		595.00
101-320-930.500				TRAVEL		358.56
101-334-726.006				RANGE SUPPLIES		1.64
101-334-920.410				SERVICE CONTRACTS		20.00
101-351-726.006				RANGE SUPPLIES		19.68
101-351-726.035				SUPPLIES - MEDICAL/PHARMACY		27.00
101-427-940.010				OUTSIDE CONTRACTED SERVICES		7,500.00
101-648-726.000				SUPPLIES - GENERAL		355.84
101-648-801.020				PROFESSIONAL		2,973.34
101-648-930.210				TELEPHONE		80.00
101-648-930.460				TRANSPORTING		300.00
101-648-930.500				TRAVEL		74.00
101-648-930.920				AUTOPSIES		3,690.00
101-681-726.000				SUPPLIES - GENERAL		7.80
101-682-703.040				PER DIEM		40.00
101-682-930.500				TRAVEL		9.09
101-721-703.040				PER DIEM		440.00
101-721-930.500				TRAVEL		95.00
101-864-920.410				SERVICE CONTRACTS		192.00
205-301-726.000				SUPPLIES - GENERAL		1.64
205-301-726.050				REPAIRS AND MAINT SUPLLIES		9.64
208-440-652.030				ADMISSION - CAMPING FEE		65.00
208-752-726.000				SUPPLIES - GENERAL		534.63
208-752-726.050				REPAIRS AND MAINT SUPLLIES		116.85
208-752-930.210				TELEPHONE		66.33
212-430-726.000				SUPPLIES - GENERAL		329.81
212-430-726.035				SUPPLIES - MEDICAL/PHARMACY		234.25
212-430-726.050				REPAIRS AND MAINT SUPLLIES		18.00
212-430-930.500				TRAVEL		296.96
215-141-704.110				HOSPITALIZATION		524.30
215-141-704.140				LIFE AND DISABILITY		151.83
215-141-726.000				SUPPLIES - GENERAL		353.67
215-141-930.600				MEMBERSHIP AND DUES		125.00
215-141-940.010				OUTSIDE CONTRACTED SERVICES		1,692.83
215-141-940.110				HOSPITALIZATION/DENTAL		6.50
226-528-930.620-PROG000000				ELECTRICITY		24.80
226-528-940.010-PROG000000				OUTSIDE CONTRACTED SERVICES		5,060.00
233-690-703.040				PER DIEM		240.00
233-690-930.150				SERVICE CHARGES		25.00
233-690-930.300				ADVERTISING		53.75
233-690-930.500				TRAVEL		12.74
233-690-930.600				MEMBERSHIP AND DUES		75.00

Check Date	Bank	Check #	Payee	Description	GL #	Amount
249-371-726.000				SUPPLIES - GENERAL		375.19
249-371-726.050				REPAIRS AND MAINT SUPLLIIES		70.00
249-371-726.200				BOOKS AND PERIODICALS		414.00
249-371-801.024				PROFESSIONAL-BUILDING INSPECTIONS		5,185.00
249-371-801.026				PROFESSIONAL-ELECTRICAL INSPECTIONS		720.00
249-371-801.027				PROFESSIONAL-PLUMB/MECH INSPECTIONS		880.00
249-371-930.450				SHIPPING AND MAILING		48.95
249-371-930.600				MEMBERSHIP AND DUES		135.00
256-901-970.430				PROPERTY - FURNITURE & FIXTURE		3,180.00
261-427-930.210				TELEPHONE		529.86
261-901-970.435				PROPERTY - MACHINERY & EQUIPMENT		340.00
261-901-970.450				PROPERTY - SOFTWARE		1,500.00
266-901-920.400				REPAIRS AND MAINTENANCE SVCS		341.68
266-901-970.440				PROPERTY - COMPUTER		4,362.69
281-537-726.050				REPAIRS AND MAINT SUPLLIIES		603.86
281-537-920.400				REPAIRS AND MAINTENANCE SVCS		524.48
281-537-920.410				SERVICE CONTRACTS		33.01
281-537-930.660				GASOLINE		168.89
281-537-930.662				DIESEL FUEL		590.80
290-670-703.040				PER DIEM		120.00
290-670-930.500				TRAVEL		106.00
292-662-704.110				HOSPITALIZATION		230.98
292-662-704.140				LIFE AND DISABILITY		67.08
292-662-726.000				SUPPLIES - GENERAL		9.98
292-662-801.030				TECHNICAL SVCS		407.05
292-662-930.500				TRAVEL		313.38
292-662-930.700				ROOM AND BOARD		1,327.73
292-662-930.830				SVCS OF CARE GIVER		24.00
292-662-940.010				OUTSIDE CONTRACTED SERVICES		8,774.11
499-901-970.300-AT&T-RMDLO				PROPERTY - IMPROVEMENTS		262.52
499-901-970.300-COMMCTR				PROPERTY - IMPROVEMENTS		900.13
499-901-970.300-LAWN				PROPERTY - IMPROVEMENTS		885.68
499-901-970.300-MEDXAM				PROPERTY - IMPROVEMENTS		59,796.00
499-901-970.300-TRAIL				PROPERTY - IMPROVEMENTS		4,000.00
499-901-970.300-WELLNESS				PROPERTY - IMPROVEMENTS		1,589.00
516-000-026.000-TAX2015000				TAXES REC - REAL - DELQ		3,073.16
516-000-026.022				CHARGEBACK 4		2,204.87
516-030-694.000				OTHER INCOME - OVER AND SHORT		31.12
516-170-445.100-TAX2015000				PENALTY & INTEREST/TAXES		92.19
588-699-726.000				SUPPLIES - GENERAL		969.92
588-699-726.025				SUPPLIES - JANITORIAL		1,526.85
588-699-726.050				REPAIRS AND MAINT SUPLLIIES		10,029.73
588-699-930.210				TELEPHONE		333.62
588-699-930.300				ADVERTISING		151.19
588-699-940.010				OUTSIDE CONTRACTED SERVICES		100.00

Check Date	Bank Check #	Payee	Description	GL #	Amount
637-265-726.000			SUPPLIES - GENERAL		5.00
637-265-920.200-ALPCT00000			WATER/SEWAGE		534.87
637-265-920.200-CRTHS00000			WATER/SEWAGE		511.53
637-265-920.200-INFO CTR00			WATER/SEWAGE		33.70
637-265-920.200-SILLI00000			WATER/SEWAGE		33.90
645-172-930.450			SHIPPING AND MAILING		15.15
645-270-930.500			TRAVEL		323.44
647-000-123.000			PREPAID EXPENSE		2,200.00
647-851-704.110			HOSPITALIZATION		2,278.15
704-000-228.027			UNEMPLOYMENT COMPENSATION		700.00
704-000-231.261			HEALTH CARE CONTRIBS COURT		356.31

**OTSEGO COUNTY**  
**Board of Commissioners**



**EXECUTIVE SUMMARY**

<b>AGENDA ITEM:</b>  December 15, 2015 Warrant	<b>AGENDA DATE:</b>  December 15, 2015
<b>AGENDA PLACEMENT:</b>  New Business, A. Financials, Item 2	<b>ACTION REQUESTED:</b>  Motion to Approve
<b>STAFF CONTACT(S):</b>  Rachel Frisch, Finance Director/Assistant Administrator	<b>ATTORNEY REVIEW:</b>  No

**BACKGROUND/DISCUSSION:**

The County issues a check disbursement report (Warrant) every week for County payables as well as occasional unavoidable supplemental warrants. The following warrants will be on the agenda.

The December 8, 2015 Special Warrant: Totaling \$70,804.45.

The December 15, 2015 Warrant: Totaling \$236,467.65.

The total of the two warrants is \$307,272.10.

**RECOMMENDATION:**

Approval of the warrants as detailed above with a total amount of \$307,272.10.

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CHECK DISBURSEMENT REPORT FOR COUNTY OF OTSEGO  
CHECK NUMBER 59529

Check Date	Bank	Check #	Payee	Description	GL #	Amount
12/08/2015	AP	59529	CONSUMER'S MUTUAL INSURANCE	DECEMBER HEALTHCARE	647-851-704.110	70,804.45
			TOTAL - ALL FUNDS	TOTAL OF 1 CHECKS		70,804.45
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			647-851-704.110	HOSPITALIZATION	70,804.45	

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CHECK NUMBER 59529

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Total for fund 647 HEALTH CARE FUND

70,804.45  
70,804.45

Check Date	Bank	Check #	Payee	Description	GL #	Amount
12/15/2015	AP	1403(E) 1403(E)	CONSUMERS ENERGY	601008758015 NORTH CAMP ELECTRIC ACCT#1000 7028 9754	208-751-930.620 226-528-930.620-PROG000000	9.13 24.55 <hr/> 33.68
12/15/2015	AP	1404(E)	MUNICIPAL EMPLOYEES	NOVEMBER 2015 COURT MERS	704-000-231.700	10,620.09
12/15/2015	AP	1405(E)	MUNICIPAL EMPLOYEES	NOVEMBER 2015 COURT MERS HYBRID	704-000-231.700	914.12
12/15/2015	AP	59530	46TH CIRCUIT TRIAL COURT	REST PMT BY TRAVIS	701-000-271.148	125.00
12/15/2015	AP	59531	7TH PROBATE FAMILY COURT	13-107-DL YAEGER & 15-59-DL	292-662-930.810	3,910.00
12/15/2015	AP	59532	87TH-A DISTRICT COURT BOND	RETURN-BOND APPLIED TO CASE IN	101-136-694.020	50.00
12/15/2015	AP	59533 59533	ALPINE ANIMAL HOSPITAL	NOV 2015 NOV 2015	212-430-930.471 212-430-930.980	77.00 490.00 <hr/> 567.00
12/15/2015	AP	59534 59534	AMERICAN WASTE	1303535 DEC 2015 GARBAGE PICK UP	212-430-920.410 637-265-920.410	70.00 370.00 <hr/> 440.00
12/15/2015	AP	59535	ARROW UNIFORM RENTAL	BROWN CARPET RENTAL	281-537-920.410	36.66
12/15/2015	AP	59536	ASPEN VILLAGE	REST PMT BY RYAN	701-000-271.148	59.16
12/15/2015	AP	59537	B AND B CONSTRUCTION INC	BLDG. DEPT. REMODEL 100% COMPLETE	499-901-970.300-AT&T-RMDLO	13,460.00
12/15/2015	AP	59538	BEVERLY ENTERPRISES	RESTITUTION	701-000-271.000	25.00
12/15/2015	AP	59539	BLUEGLOBES LLC	GLR 21014 RUNWAY LIGHTING	281-537-920.400	343.17
12/15/2015	AP	59540	BRADLEY J. BUTCHER	REST PMT BY CONNIE JOSEPH 05-16547	701-000-271.130	100.00
12/15/2015	AP	59541	BRUCE TILLINGER	SERVICES THROUGH 12/08/15	249-371-801.027	920.00
12/15/2015	AP	59542 59542 59542 59542	CATHERINE ISBELL	13-11-DL B.OSBORNE TRANSPORT ON 13-11-DL B.OSBORNE TRANSPORT ON 13-11-DL B.OSBORNE TRANSPORT ON 13-11-DL B.OSBORNE TRANSPORT ON	101-134-930.500 101-134-940.010 292-662-930.500 292-662-930.830	598.00 300.00 224.28 108.00 <hr/> 1,230.28
12/15/2015	AP	59543 59543	CHARTER COMMUNICATIONS	8245122500044755 AIRPORT INMATE CABLE THRU 1/4/16	281-537-920.410 595-351-726.000	253.05 210.14 <hr/> 463.19
12/15/2015	AP	59544	CHILD & FAMILY SERVICES OF NW	14-10-NA MOYER	292-662-930.810	2,345.46
12/15/2015	AP	59545 59545	CHOICE PUBLICATIONS	AD AD	208-752-930.300 209-751-930.300	79.20 79.20 <hr/> 158.40

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12/15/2015	AP	59546	CHRIS DECKROW	RESTITUTION	701-000-271.000	30.00
12/15/2015	AP	59547	CITIZENS INSURANCE	CLM# 14-00350931	701-000-271.000	120.00
12/15/2015	AP	59548	CLIMATE ENGINEERING, LLC	#3277 SERVICE CALL TO AIRPORT	281-537-920.400	170.00
12/15/2015	AP	59549	CROSSROADS INDUSTRIES	RESTITUTION	701-000-271.000	150.00
12/15/2015	AP	59550	DARRYL WARNEKE	REST PMT BY ANTHONY	701-000-271.148	5.00
12/15/2015	AP	59551	DATAMARS INC	503374/2015	212-430-726.000	916.41
12/15/2015	AP	59552	DE LAGE LANDEN PUBLIC FINANCE	DECEMBER 2015 COURT COPIER LEASE	101-131-920.520	104.77
		59552		DECEMBER 2015 FOC COPIER LEASE	215-141-920.520	80.74
						185.51
12/15/2015	AP	59553	DEKETO	INVOICE#OTSEGO	101-215-920.410	371.33
		59553		INV#270	256-215-726.000	222.00
		59553		INVOICE#OTSEGO	256-215-920.410	742.67
						1,336.00
12/15/2015	AP	59554	DENISE SOCIA	RESTITUTION	701-000-271.000	100.00
12/15/2015	AP	59555	DOVER TOWNSHIP TREASURER	OVERPMT ON 2014 TAX FORWARD TO	516-030-694.000	748.91
12/15/2015	AP	59556	DTE ENERGY	456939000067 OCT/NOV 2015	212-430-930.610	270.42
		59556		460634600015	637-265-930.610-CRTHS00000	1,275.70
		59556		460634600049	637-265-930.610-INFO CTR00	83.20
		59556		463313300014	637-265-930.610-SILLIO00000	35.63
						1,664.95
12/15/2015	AP	59557	DUNNS	NOVEMBER 2015 COURT COPY FEES &	101-131-920.520	102.34
		59557		NOVEMBER 2015 CIRCUIT SECRETARY	101-131-940.111	26.32
		59557		SUPPLIES	101-149-726.000	573.08
		59557		813658;813889;814333;814582;814785	101-215-726.000	286.33
		59557		TONER FOR HP 9000	101-257-726.000	315.17
		59557		SUPPLIES	101-261-726.000	246.00
		59557		INV. 815567; DEPT 406; CALENDARS	101-267-726.000	375.46
		59557		ACC# 2647 COPIER CONTRACT, MONTH	101-682-920.410	25.51
		59557		SUPPLIES	101-864-920.410	192.00
		59557		SUPPLIES	208-752-726.000	109.22
		59557		SUPPLIES	209-751-726.000	4.99
		59557		NOVEMBER 2015 FOC COPY FEES &	215-141-920.520	67.85
		59557		ACC# 2647 COPIER CONTRACT, MONTH	232-690-920.410	25.51
		59557		OFFICE SUPPLIES	249-371-726.000	66.90
						2,416.68
12/15/2015	AP	59558	ELITE SYSTEMS	RESTITUTION	701-000-271.000	1,200.00

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12/15/2015	AP	59559	EMMET COUNTY DPW	NOVEMBER SERVICES	226-528-940.010-PROG000000	13,666.80
12/15/2015	AP	59560	EMPIRIC SOLUTIONS INC	NOV IT CHARGES	101-131-940.010	50.33
		59560		NOV IT CHARGES	101-228-801.020	138.00
		59560		NOV IT CHARGES	101-301-801.020	50.00
		59560		NOV IT CHARGES	212-430-801.020	50.00
		59560		NOV IT CHARGES	261-427-801.020	50.00
						338.33
12/15/2015	AP	59561	EREMAL L REPP	RESTITUTION	701-000-271.000	50.00
12/15/2015	AP	59562	ERIK HAZEL	REST PMT BY JACOB RITCHIE 15-31766	701-000-271.130	37.00
12/15/2015	AP	59563	EXTREME POWER SPORTS	RESTITUTION	701-000-271.000	50.00
12/15/2015	AP	59564	FARM BUREAU INSURANCE	CLM # 001-39328A-080	701-000-271.000	320.00
12/15/2015	AP	59565	FORWARD GAS STATION	REST PMT BY MITCHEL TAFOYA-	701-000-271.130	50.00
12/15/2015	AP	59566	FRONTIER	ACCT#269-161-8203-082208-5	261-427-930.210	63.67
12/15/2015	AP	59567	G&J SITE SOLUTIONS, INC	REFUND OVERPAYMENT OF 15-X1824666-	701-000-286.002	36.00
12/15/2015	AP	59568	GAYLORD CITY TREASURER	211D NOVEMBER 2015	701-000-221.000	468.27
12/15/2015	AP	59569	GAYLORD VETERINARY SERVICES	NOV 2015	212-430-930.471	849.34
		59569		NOV 2015	212-430-930.980	952.40
						1,801.74
12/15/2015	AP	59570	GBS INC	INV#15-23457	101-215-726.000	149.35
12/15/2015	AP	59571	GILL ROYS HARDWARE	JAIL EQUIPMENT #1510-955615	101-351-726.000	51.15
		59571		AIRPORT MULTIPLE INVOICES	281-537-920.400	44.07
						95.22
12/15/2015	AP	59572	GORDON FOOD SERVICES	INMATE FOOD #'S 788191391-	101-351-930.700	6,087.66
12/15/2015	AP	59573	GREAT LAKES ENERGY	ELECTRIC BILL	209-751-930.620	87.91
12/15/2015	AP	59574	HALEY LAW FIRM, PLC	REFUND	249-371-801.024	80.00
12/15/2015	AP	59575	HEALTH DEPT - NORTHWEST MICH	201600691 CAMPGROUND INSPECTION	208-751-726.000	168.00
12/15/2015	AP	59576	HOLY CROSS CHILDRENS SERVICES	13-112-NA N.FUHST PLACEMENT -	292-662-930.810	5,123.37
12/15/2015	AP	59577	HOWARD L SHIFMAN PC	INV#12524	260-270-801.020	1,690.50
12/15/2015	AP	59578	IMAGE FACTORY INC	INV# 41418 BUSINESS CARDS/500	101-301-726.000	83.33
		59578		INV# 41418 BUSINESS CARDS/500	101-302-726.000	166.67
						250.00
12/15/2015	AP	59579	INTEGRITY CONSTRUCTION	PROJ#2506 (COURTHOUSE PLAZA)	499-901-970.300-LAWN_____	81,817.50

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12/15/2015	AP	59580	JEFFERY B PROUX	SERVICES THROUGH 12/08/15	249-371-801.024	770.00
12/15/2015	AP	59581	JERIANN AND JASON STEIGER	14-46-NA T.RAY PLACEMENT & HOLIDAY	292-662-930.700	692.20
12/15/2015	AP	59582	JIM WERNIG INC	REST PMT BY PENNY FAIRBOTHAM 15-	701-000-271.130	300.00
12/15/2015	AP	59583	JOHNATHAN JAMES WENNER	WITNESS FEE, 12-3-2015, HOLT	101-267-930.940	7.50
12/15/2015	AP	59584	JOHNSON OIL COMPANY	INV#158003 BALANCE 4 TIRES VEH#697	101-301-726.050	32.00
12/15/2015	AP	59585	JOSEPH SEIFERT	SERVICES THROUGH 12/08/15	249-371-801.026	1,000.00
12/15/2015	AP	59586	JOSEPH WITBECK	OVERPAYMENT 023-160-000-123-00	516-030-694.000	12.43
12/15/2015	AP	59587	JOY & NEIL BRASSEUR	14-84-DL T.FERNANDEZ 10/17/15 TO	292-662-930.700	44.48
12/15/2015	AP	59588	JUNE ELIZABETH GREVE	DECEMBER 2015 COURT CLEANING FEES	101-131-726.025	150.00
		59588		DECEMBER 2015 FOC CLEANING FEES	215-141-726.025	150.00
						<hr/>
						300.00
12/15/2015	AP	59589	KAMP OIL INC	JET OIL FOR AIRSHOW AIRCRAFT	282-537-930.664	729.04
12/15/2015	AP	59590	KEVAN D FLORY	SERVICES THROUGH 12/08/15	249-371-801.024	2,100.00
12/15/2015	AP	59591	KEVIN KENNEDY	RESTITUTION	701-000-271.000	85.00
12/15/2015	AP	59592	KRISTIN ANNETTE FLEMING	REFUND OVERPAYMENT OF 15-656092-SN	701-000-286.002	45.00
12/15/2015	AP	59593	LARRYS LANDSCAPING	2015037 WINTERIZE SPRINKLER SYSTEM	208-751-920.200	200.00
12/15/2015	AP	59594	LATITUDE SUBROGATION SERVICES	RESTITUTION	701-000-271.000	100.00
12/15/2015	AP	59595	LUTHERAN CHILD & FAMILY	13-71-NA J.FERRANTI PLACEMENT	292-662-930.810	586.16
12/15/2015	AP	59596	MID NORTH PRINTING INC	INV. 84150; DATE 11-30-2015;	101-267-930.983	49.95
12/15/2015	AP	59597	MIDCOURSE CORRECTIONS	14-91-DL A.HODDER PLACEMENT -	292-662-930.810	770.00
12/15/2015	AP	59598	NEW CENTURY SIGNS	32259	212-430-726.050	325.00
12/15/2015	AP	59599	NMCOA	MEMBERSHIP DUES - VERN SCHLAUD;	249-371-704.400	200.00
12/15/2015	AP	59600	NORTH COUNTRY COMMUNITY	10-30-NA WARNER	292-662-930.810	6,100.00
12/15/2015	AP	59601	NORTHERN CREDIT BUREAU	CREDITOR #20378 PRE-COLLECTION	233-690-930.150	5.00
12/15/2015	AP	59602	NORTHERN MICHIGAN REVIEW	ACCT#14120357	101-101-930.300	63.75
12/15/2015	AP	59603	NPI WIRELESS	REST PMT BY KENNETH MATHEWS 01-	701-000-271.130	20.00
12/15/2015	AP	59604	OFFICE DEPOT INC	SUPPLIES	256-215-726.000	275.12
12/15/2015	AP	59605	OMH MEDICAL GROUP & MEDCAR		209-751-703.060	130.00
12/15/2015	AP	59606	OMS COMPLIANCE SERVICES INC	81967 81975 DOT DRUG	588-699-940.010	127.75
12/15/2015	AP	59607	ORKIN PEST CONTROL	JAL PEST CONTROL MONTHLY	101-351-920.400	81.50

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12/15/2015	AP	59608	OTSEGO COUNTY BUS SYSTEM	NOVEMBER 2015 DRUG COURT BUS	101-133-930.500	287.00
		59608		WORK CAMP VEHICLE	205-301-726.050	788.03
						1,075.03
12/15/2015	AP	59609	OTSEGO COUNTY EMS	AMBULANCE TRANS F/PICKETT #C-2498-	101-351-930.470	481.70
12/15/2015	AP	59610	OTSEGO COUNTY ROAD COMMISSION	REST PMT BY CHARLES HOLBORN 15-	701-000-271.130	54.40
12/15/2015	AP	59611	OTSEGO COUNTY TREAS	JURY BOX REIMB	101-145-930.930	39.40
12/15/2015	AP	59612	PAK MAIL CENTERS OF AMERICA	11/02/2015	212-430-930.450	6.10
12/15/2015	AP	59613	PAUL COON	REST PMT BY JACQUILINE SEVERANCE 13	701-000-271.130	65.00
12/15/2015	AP	59614	PROSECUTING ATTORNEYS	INV. VAWA 1120-257 & DUES 0708-180	101-267-704.400	25.00
		59614		INV. VAWA 1120-257 & DUES 0708-180	101-267-930.600	3,192.00
						3,217.00
12/15/2015	AP	59615	ROB LINSTRUM	PROFESSIONAL SERVICES	101-648-801.020	220.00
		59615		PROFESSIONAL SERVICES	101-648-930.500	3.00
						223.00
12/15/2015	AP	59616	ROBERT WHITE	REST PMT BY SHANE VANHOOK 15-31194	701-000-271.130	22.50
12/15/2015	AP	59617	ROSCOMMON COUNTY	14-51-DL FORMAN	292-662-930.810	7,560.00
12/15/2015	AP	59618	ROTARY CLUB OF GAYLORD MI	ROTARY DUES	645-172-930.600	152.00
12/15/2015	AP	59619	SANE	RESTITUTION	701-000-271.000	343.00
12/15/2015	AP	59620	SECURUS TECHNOLOGIES T-NETIX	INMATE PHONE PURCHASE #IDA 23953	101-351-930.210-INMT000000	961.00
12/15/2015	AP	59621	SOUL PURPOSE COUNSELING &	NOVEMBER 2015 MENTAL HEALTH	101-133-940.010	350.00
12/15/2015	AP	59622	STAPLES BUSINESS ADVANTAGE	SUPPLIES	101-000-106.000	202.75
		59622		INV#3285618265 (PROJECTOR SCREEN	637-265-726.050	100.09
						302.84
12/15/2015	AP	59623	STATE OF MICHIGAN	INV#551-457055	701-000-228.016	512.00
12/15/2015	AP	59624	STATE OF MICHIGAN	211D NOVEMBER 2015	701-000-228.020	60.00
		59624		211D NOVEMBER 2015	701-000-228.030	255.00
		59624		211D NOVEMBER 2015	701-000-228.037	5,423.20
		59624		211D NOVEMBER 2015	701-000-228.042	130.00
		59624		211D NOVEMBER 2015	701-000-228.057	255.00
		59624		211D NOVEMBER 2015	701-000-228.058	2,730.00
		59624		211D NOVEMBER 2015	701-000-228.059	13,320.63
						22,173.83
12/15/2015	AP	59625	STATE OF MICHIGAN	NOVEMBER 2015 MONTH END	701-000-228.037	1,272.38
		59625		NOVEMBER 2015 MONTH END	701-000-228.042	170.00

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		59625		NOVEMBER 2015 MONTH END	701-000-228.057	50.00
		59625		NOVEMBER 2015 MONTH END	701-000-228.058	714.00
		59625		NOVEMBER 2015 MONTH END	701-000-228.059	861.50
						3,067.88
12/15/2015	AP	59626	STATE OF MICHIGAN	NOVEMBER 2015 MONTH END	701-000-228.006	456.21
		59626		NOVEMBER 2015 MONTH END	701-000-228.037	25.20
		59626		NOVEMBER 2015 MONTH END	701-000-228.042	145.00
		59626		NOVEMBER 2015 MONTH END	701-000-228.058	1,164.00
		59626		NOVEMBER 2015 MONTH END	701-000-228.059	80.00
						1,870.41
12/15/2015	AP	59627	STATE OF MICHIGAN	NOVEMBER 2015 MONTH END	701-000-228.005	6.00
12/15/2015	AP	59628	SUNRISE CONSTRUCTION COMPANY	INV#115919	499-901-970.300-ADMIN_RMDL	2,925.00
12/15/2015	AP	59629	SUPERWASH-TOM ROEN	REST PMT BY JOEY HAAS 14-31060-SM-	701-000-271.130	13.60
12/15/2015	AP	59630	TEACHING FAMILY HOMES OF	06-168-NA K.NOVAK PLACEMENT -	292-662-930.810	9,747.95
12/15/2015	AP	59631	TERRANCE M COTTLE	NOVEMBER 2015 MENTAL HEALTH	101-133-940.010	1,440.00
12/15/2015	AP	59632	TIMBERLINE LOGGING	REST PMT BY NICHOLAS DALZOTTO 12-	701-000-271.148	150.00
12/15/2015	AP	59633	TONYA KLEE-JURCZYK	RESTITUTION	701-000-271.000	30.00
12/15/2015	AP	59634	TOPCOMP COMPUTER	GIS/GPS MAINTENANCE	618-447-920.410	1,200.00
12/15/2015	AP	59635	TRINITY SERVICES GROUP INC	INMATE COMMISSARY PURCHASE	595-351-726.000	465.26
12/15/2015	AP	59636	UCMAN	DEC 2015 ALPINE/COURTHOUSE	101-864-930.240	800.00
		59636		DEC 2015 WORK CAMP	205-301-726.000	16.00
		59636		2014 WIRELESS CONNECTION	208-752-726.000	59.95
		59636		2008 DEC 2015	212-430-920.410	400.00
		59636		INV#2005	261-427-920.410	200.00
						1,475.95
12/15/2015	AP	59637	UPS	INV#0000493AE44475	101-215-930.450	4.72
12/15/2015	AP	59638	US POSTAL SERVICE	METER 416655631	101-000-103.000	2,000.00
12/15/2015	AP	59639	VERIZON WIRELESS	ACCT 483106843-00001	101-301-930.230	150.47
		59639		ACCT 483106843-00001	101-351-930.230	59.68
		59639		ACCT 483106843-00001	205-301-930.210	119.36
		59639		ACCT 483106843-00001	208-752-930.230	110.87
		59639		ACCT 483106843-00001	261-427-930.230	38.01
		59639		ACCT 483106843-00001	281-537-930.230	59.68
		59639		ACCT 483106843-00001	645-172-930.230	261.80
						799.87

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12/15/2015	AP	59640	VERN SCHLAUD	POSTAGE - REIMBURSEMENT	249-371-930.450	21.02
12/15/2015	AP	59641	WAL-MART STORES ASSET	REST PMT BY PATRICK KEISER 14-	701-000-271.130	174.49
		59644		REST PMT BY JAKOB DUNHAM 14-106-DL	701-000-271.148	475.00
						649.49
12/15/2015	AP	59642	WALMART	RESTITUTION	701-000-271.000	75.00
12/15/2015	AP	59643	WASH N GO MANAGEMENT INC	NOV INVOICE 10595	212-430-920.410	20.00
12/15/2015	AP	59644	WAYNE ISBELL	13-11-DL B.OSBORNE TRANSPORT ON	101-134-940.010	300.00
		59644		13-11-DL B.OSBORNE TRANSPORT ON	292-662-930.830	108.00
						408.00
12/15/2015	AP	59645	WILBER AUTOMOTIVE SUPPLY INC	AIRPORT MULTIPLE INVOICES	281-537-920.400	130.83
			TOTAL - ALL FUNDS	TOTAL OF 119 CHECKS		236,467.65

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101-000-103.000	POSTAGE INVENTORY	2,000.00
101-000-106.000	SUPPLIES INVENTORY	202.75
101-101-930.300	ADVERTISING	63.75
101-131-726.025	SUPPLIES - JANITORIAL	150.00
101-131-920.520	RENTAL - EQUIP/VEHICLES	207.11
101-131-940.010	OUTSIDE CONTRACTED SERVICES	50.33
101-131-940.111	TRI COUNTY COURT EXPENSES	26.32
101-133-930.500	TRAVEL	287.00
101-133-940.010	OUTSIDE CONTRACTED SERVICES	1,790.00
101-134-930.500	TRAVEL	598.00
101-134-940.010	OUTSIDE CONTRACTED SERVICES	600.00
101-136-694.020	OTHER INCOME - DEPOSITORY	50.00
101-145-930.930	JUROR SERVICES	39.40
101-149-726.000	SUPPLIES - GENERAL	573.08
101-215-726.000	SUPPLIES - GENERAL	435.68
101-215-920.410	SERVICE CONTRACTS	371.33
101-215-930.450	SHIPPING AND MAILING	4.72
101-228-801.020	PROFESSIONAL	138.00
101-257-726.000	SUPPLIES - GENERAL	315.17
101-261-726.000	SUPPLIES - GENERAL	246.00
101-267-704.400	EDUCATION AND TRAINING	25.00
101-267-726.000	SUPPLIES - GENERAL	375.46
101-267-930.600	MEMBERSHIP AND DUES	3,192.00
101-267-930.940	WITNESS SERVICES	7.50
101-267-930.983	VICTIMS RIGHTS SERVICES	49.95
101-301-726.000	SUPPLIES - GENERAL	83.33
101-301-726.050	REPAIRS AND MAINT SUPLLIES	32.00
101-301-801.020	PROFESSIONAL	50.00
101-301-930.230	CELLULAR	150.47

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101-302-726.000				SUPPLIES - GENERAL		166.67
101-351-726.000				SUPPLIES - GENERAL		51.15
101-351-920.400				REPAIRS AND MAINTENANCE SVCS		81.50
101-351-930.210			INMT000000	TELEPHONE		961.00
101-351-930.230				CELLULAR		59.68
101-351-930.470				INMATE HEALTH		481.70
101-351-930.700				ROOM AND BOARD		6,087.66
101-648-801.020				PROFESSIONAL		220.00
101-648-930.500				TRAVEL		3.00
101-682-920.410				SERVICE CONTRACTS		25.51
101-864-920.410				SERVICE CONTRACTS		192.00
101-864-930.240				DATA/NETWORK SVCS		800.00
205-301-726.000				SUPPLIES - GENERAL		16.00
205-301-726.050				REPAIRS AND MAINT SUPLIES		788.03
205-301-930.210				TELEPHONE		119.36
208-751-726.000				SUPPLIES - GENERAL		168.00
208-751-920.200				WATER/SEWAGE		200.00
208-751-930.620				ELECTRICITY		9.13
208-752-726.000				SUPPLIES - GENERAL		169.17
208-752-930.230				CELLULAR		110.87
208-752-930.300				ADVERTISING		79.20
209-751-703.060				PART-TIME/TEMPORARY		130.00
209-751-726.000				SUPPLIES - GENERAL		4.99
209-751-930.300				ADVERTISING		79.20
209-751-930.620				ELECTRICITY		87.91
212-430-726.000				SUPPLIES - GENERAL		916.41
212-430-726.050				REPAIRS AND MAINT SUPLIES		325.00
212-430-801.020				PROFESSIONAL		50.00
212-430-920.410				SERVICE CONTRACTS		490.00
212-430-930.450				SHIPPING AND MAILING		6.10
212-430-930.471				MEDICAL		926.34
212-430-930.610				NATURAL GAS		270.42
212-430-930.980				ANIMAL STERILIZATION		1,442.40
215-141-726.025				SUPPLIES - JANITORIAL		150.00
215-141-920.520				RENTAL - EQUIP/VEHICLES		148.59
226-528-930.620			PROG000000	ELECTRICITY		24.55
226-528-940.010			PROG000000	OUTSIDE CONTRACTED SERVICES		13,666.80
232-690-920.410				SERVICE CONTRACTS		25.51
233-690-930.150				SERVICE CHARGES		5.00
249-371-704.400				EDUCATION AND TRAINING		200.00
249-371-726.000				SUPPLIES - GENERAL		66.90
249-371-801.024				PROFESSIONAL-BUILDING INSPECTIONS		2,950.00
249-371-801.026				PROFESSIONAL-ELECTRICAL INSPECTIONS		1,000.00
249-371-801.027				PROFESSIONAL-PLUMB/MECH INSPECTIONS		920.00
249-371-930.450				SHIPPING AND MAILING		21.02

Check Date	Bank	Check #	Payee	Description	GL #	Amount
256-215-726.000				SUPPLIES - GENERAL		497.12
256-215-920.410				SERVICE CONTRACTS		742.67
260-270-801.020				PROFESSIONAL		1,690.50
261-427-801.020				PROFESSIONAL		50.00
261-427-920.410				SERVICE CONTRACTS		200.00
261-427-930.210				TELEPHONE		63.67
261-427-930.230				CELLULAR		38.01
281-537-920.400				REPAIRS AND MAINTENANCE SVCS		688.07
281-537-920.410				SERVICE CONTRACTS		289.71
281-537-930.230				CELLULAR		59.68
282-537-930.664				AIRPLANE FUEL		729.04
292-662-930.500				TRAVEL		224.28
292-662-930.700				ROOM AND BOARD		736.68
292-662-930.810				OTHER INSTITUTIONS		36,142.94
292-662-930.830				SVCS OF CARE GIVER		216.00
499-901-970.300-ADMIN_RMDL				PROPERTY - IMPROVEMENTS		2,925.00
499-901-970.300-AT&T-RMDLO				PROPERTY - IMPROVEMENTS		13,460.00
499-901-970.300-LAWN_____				PROPERTY - IMPROVEMENTS		81,817.50
516-030-694.000				OTHER INCOME - OVER AND SHORT		761.34
588-699-940.010				OUTSIDE CONTRACTED SERVICES		127.75
595-351-726.000				SUPPLIES - GENERAL		675.40
618-447-920.410				SERVICE CONTRACTS		1,200.00
637-265-726.050				REPAIRS AND MAINT SUPLLIES		100.09
637-265-920.410				SERVICE CONTRACTS		370.00
637-265-930.610-CRTHS00000				NATURAL GAS		1,275.70
637-265-930.610-INFO CTR00				NATURAL GAS		83.20
637-265-930.610-SILLIO0000				NATURAL GAS		35.63
645-172-930.230				CELLULAR		261.80
645-172-930.600				MEMBERSHIP AND DUES		152.00
701-000-221.000				DUE CITIES		468.27
701-000-228.005				NOTARY EDUCATION & TRAINING		6.00
701-000-228.006				PROBATE COURT SHARED FEES		456.21
701-000-228.016				PISTOL PERMITS		512.00
701-000-228.020				STATE CNSRVIN CSTS LQDTN DMG		60.00
701-000-228.030				DRIVERS LICENSE REINSTATEMENT		255.00
701-000-228.037				CRIME VICTIM RIGHTS FUNDS		6,720.78
701-000-228.042				STATE COURT FUND		445.00
701-000-228.057				JUROR COMPENSATION REIMBURSE		305.00
701-000-228.058				CIVIL FILING FEE FUND		4,608.00
701-000-228.059				JUSTICE SYSTEM FUND		14,262.13
701-000-271.000				RESTITUTIONS PAYABLE		2,678.00
701-000-271.130				RESTITUTIONS PAYALBE - DIST CT		836.99
701-000-271.148				RESITUTIONS PAYABLE-PRBT CT		814.16
701-000-286.002				CASH REFUNDS DISTRICT COURT		81.00
704-000-231.700				RETIREMENT -MERS		11,534.21

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Total for fund 101 GENERAL FUND	21,244.22
Total for fund 205 WORK CAMP	923.39
Total for fund 208 PARKS AND RECREATION	736.37
Total for fund 209 GROEN NATURE PRESERVE FUND	302.10
Total for fund 212 ANIMAL CONTROL	4,426.67
Total for fund 215 FRIEND OF THE COURT	298.59
Total for fund 226 RECYCLING FUND	13,691.35
Total for fund 232 HOUSING COMMISSION	25.51
Total for fund 233 HUD GRANT FUND	5.00
Total for fund 249 BUILDING INSPECTION FUND	5,157.92
Total for fund 256 REGISTER OF DEEDS AUTOMATION	1,239.79
Total for fund 260 LEGAL DEFENSE FUND	1,690.50
Total for fund 261 911 SERVICE FUND	351.68
Total for fund 281 AIRPORT	1,037.46
Total for fund 282 AIRPORT SPECIAL EVENTS FUND	729.04
Total for fund 292 CHILD CARE FUND	37,319.90
Total for fund 499 CAPITAL PROJECTS FUND	98,202.50
Total for fund 516 DELINQUENT TAX REVOLVING	761.34
Total for fund 588 TRANSPORTATION FUND	127.75
Total for fund 595 JAIL COMMISSARY	675.40
Total for fund 618 GIS PROJECT AND AERIAL	1,200.00
Total for fund 637 BUILDING AND GROUNDS	1,864.62
Total for fund 645 ADMINISTRATIVE SERVICES	413.80
Total for fund 701 GENERAL AGENCY	32,508.54
Total for fund 704 PAYROLL IMPREST FUND	11,534.21
	236,467.65

12/10/2015 12:02 PM  
User: dlandrie  
DB: Otsego Co

CHECK DISBURSEMENT REPORT FOR COUNTY OF OTSEGO  
CHECK NUMBER 58046

Check Date	Bank	Check #	Payee	Description	GL #	Amount
08/18/2015	AP	58046	WILLIAM CUMMINGS	OVERPAYMENT 072-300-000-200-00		** VOIDED **
			TOTAL - ALL FUNDS	TOTAL OF 1 CHECKS (1 voided)		0.00
--- GL TOTALS ---						

12/10/2015 12:02 PM  
User: dlandrie  
DB: Otsego Co

CHECK DISBURSEMENT REPORT FOR COUNTY OF OTSEGO  
CHECK NUMBER 57086

Check Date	Bank	Check #	Payee	Description	GL #	Amount
06/09/2015	AP	57086	SWW ENTERPRISES LLC	REST PMT BY MARCUS OROURKE 15-		** VOIDED **
		57086		REST PMT BY MARCUS OROURKE 15-		** VOIDED **
		57086		REST PMT BY MARCUS OROURKE 15-		** VOIDED **
			TOTAL - ALL FUNDS	TOTAL OF 1 CHECKS (1 voided)		0.00
--- GL TOTALS ---						

12/10/2015 12:02 PM  
User: dlandrie  
DB: Otsego Co

CHECK DISBURSEMENT REPORT FOR COUNTY OF OTSEGO  
CHECK NUMBER 57175

Check Date	Bank	Check #	Payee	Description	GL #	Amount
06/16/2015	AP	57175	THERESA KINSINGER	RESTITUTION		** VOIDED **
			TOTAL - ALL FUNDS	TOTAL OF 1 CHECKS (1 voided)		0.00
--- GL TOTALS ---						

**OTSEGO COUNTY**  
**Board of Commissioners**



**EXECUTIVE SUMMARY**

<b>AGENDA ITEM:</b>  Sportsplex Component Unit Agreement	<b>AGENDA DATE:</b>  December 15, 2015
<b>AGENDA PLACEMENT:</b>  New Business, B.	<b>ACTION REQUESTED:</b>  Motion to Approve
<b>STAFF CONTACT(S):</b>  John Burt, County Administrator	<b>ATTORNEY REVIEW:</b>  No

**BACKGROUND/DISCUSSION:**

The County has been working with the Component Units to contain language that better mirror one another. The Sportsplex Board approved the updated agreement at their last regular meeting.

**RECOMMENDATION:**

Staff requests approval of the Sportsplex Agreement as proposed.

**AMENDED AND RESTATED  
AGREEMENT FOR OPERATING AND MAINTAINING  
OTSEGO COUNTY RECREATIONAL AND SPORTS FACILITY**

THIS AGREEMENT is made on this 15<sup>th</sup> day of December, 2015, by and between the County of Otsego, whose address is 225 W. Main Street, Gaylord, Michigan 49735 (hereafter "County" and "Commissioners") and the Otsego County Sportsplex, a Michigan non-profit corporation, whose address is 1250 Gornick Ave, Gaylord, Michigan 49735 (hereafter "SPORTSPLEX")

In consideration of the mutual agreement contained herein, the parties agree as follows:

I. GENERAL AGREEMENT

The Otsego County SPORTSPLEX, a nonprofit corporation, was established to provide a recreational and sports facility in Otsego County. The complex was constructed in 1995 and opened in early 1996.

II. TERMS AND AMENDMENT

A. TERMS

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

B. DURATION

The terms of this Agreement shall be for five (5) years commencing with the date of execution.

C. EXTENSION

(i) Further, the terms of this Agreement shall be automatically extended, unless otherwise modified in accordance with the terms set forth herein, upon renewal of the SPORTSPLEX millage. This automatic extension shall be for the period of the millage renewal.

(ii) Further, this Agreement may be extended for such lengths or periods of time as the parties may mutually agree upon in writing.

D. AMENDMENT

Further, the terms and conditions of this Agreement, as provided herein, may be amended at any time during the above stated period with the express mutual written consent of the parties who are then bound by the terms hereof.

III. FINANCIAL GOVERNANCE

A. ANNUAL BUDGET

(i) SPORTSPLEX will present an annual budget to the Commissioners prior to October 1<sup>st</sup> of each year in the format required by the Finance Committee for the operations of SPORTSPLEX for the following year beginning January 1<sup>st</sup>.

(ii) Prior to December 31<sup>st</sup> of each year, the Commissioners shall consider for approval the final budget for the operation of the SPORTSPLEX.

(iii) BUDGET AMENDMENTS: Budget amendments must be approved by the SPORTSPLEX Board and then forwarded to the Otsego County Finance Department. SPORTSPLEX shall provide an updated copy of its annual budget to the Otsego County Finance

Department each time the SPORTSPLEX budget is amended, ensuring that the County has a current, updated budget at all times during the fiscal year.

**B. FINANCIAL REPORTING**

- (i) Beginning with the quarter ended **December 2015**, SPORTSPLEX shall provide the following quarterly accounting reports to the Otsego County Finance Department:
  - (1) Balance Sheet – including all assets, liabilities, and fund equity
  - (2) Budget Report – including the amended budget and actual amounts for all revenues and expenditures.
  - (3) Quarterly reports must be submitted no later than the 15<sup>th</sup> day of the month following quarter-end.
- (ii) Beginning with the month ended **October 2015**, SPORTSPLEX shall provide the following monthly accounting reports to the Otsego County Treasurer:
  - (1) Report reconciling the general ledger balances in the receiving fund to the balances in the operating fund.
  - (2) Monthly reports must be submitted no later than the 15<sup>th</sup> day of the next month.
- (iii) SPORTSPLEX shall attest to the completeness and accuracy of all financial information. The County will rely on the reports to be complete and accurate upon submission.
- (iv) All corporate and financial records of SPORTSPLEX shall be available to the County or its auditors upon reasonable request.
- (v) AUDITS – SPORTSPLEX will be audited under the umbrella of the County, as a discretely presented component unit. The County may, at its discretion, engage the auditors to perform additional procedures. SPORTSPLEX and the County may find it desirable for SPORTSPLEX to be audited under separate cover (still included in the County’s audit report as a discretely presented component unit). In such an instance, the County will choose the auditing firm.

**C. CUSTODY OF CASH AND INVESTMENTS**

- (i) All SPORTSPLEX monies shall be deposited with a bank or trust company designated by the County and approved by SPORTSPLEX. The monies may be kept in one bank account, and shall be invested as practical by the Otsego County Treasurer as authorized by law.
- (ii) All deposits must be accompanied by supporting documentation, in the format required by the Otsego County Treasurer.
- (iii) All transfers out for SPORTSPLEX disbursements must also be accompanied by supporting documentation, in the format required by the Otsego County Treasurer.
- (iv) SPORTSPLEX shall attest to the completeness and accuracy of the supporting documentation submitted for all deposits and disbursement transfers. The County will rely on the documents to be complete and accurate upon submission. SPORTSPLEX further attests that the deposits and disbursement transfers have been subject to the appropriate level of review before submission.

**D. FUNDS**

- (i) Operating Fund
  - a. Any amount of operating funds, which are appropriated to SPORTSPLEX by the Commissioners from the SPORTSPLEX operating millage, shall be expended for daily operations or capital improvements.
  - b. Such expenditures shall only be completed if they are included in the budget or approved by a specific resolution of the Commissioners.
  - c. All revenues raised by rates and charges of SPORTSPLEX shall be used solely for the operation and maintenance of SPORTSPLEX.

- d. The operating fund general ledger shall be maintained by SPORTSPLEX.
- (ii) Capital Outlay Fund
  - a. Maintenance and Capital Improvements tax revenues shall be deposited in this Fund as follows:
    - (1) Prior to March 1<sup>st</sup>, and as soon as received by the County Treasurer such taxes as have been received by the County Treasurer shall be deposited in accordance with applicable Michigan Law, and
    - (2) On May 1<sup>st</sup>, or as soon thereafter as the County Treasurer receives such taxes from the delinquent tax revolving fund, the balance of such taxes.
  - b. Any and all equipment required, by law, will be purchased by SPORTSPLEX in the name of the Otsego County to insure proper licensing and insuring of such equipment.
- E. SURPLUS/DEFICIT
  - (i) Surplus
    - a. Any surplus realized by SPORTSPLEX will be retained by SPORTSPLEX. During the budget process, SPORTSPLEX and the County will discuss potential uses of surplus monies (e.g. used for capital purchases, retained to enhance fund balance level, etc.).
  - (ii) Deficits
    - a. Should any year's operations result in a deficit (other than a planned reduction of fund balance that has been previously approved by the Commissioners), SPORTSPLEX agrees to:
      - i. Immediately meet with the Otsego County Budget and Finance Committee to develop a satisfactory deficit correction plan, which may include increased fees or reduced expenses.
      - ii. Should this action prove to be insufficient to correct the deficit operations, SPORTSPLEX agrees to revise the plan, and further increase fee revenue or cut expenditures to ensure that the deficit will be repaid in the next three quarters.
      - iii. Failure to operate without a deficit may result in termination of this agreement by the County.
- F. FIXING AND REVISING RATES; RATE COVENANT
 

The SPORTSPLEX shall propose rates and charges to the COUNTY for the use of the Facility by residents of the County, and the general public. After approval of the County, rates shall be fixed and revised from time to time by the SPORTSPLEX to produce the foregoing amounts, and the SPORTSPLEX covenants and agrees to maintain at all times such rates for services furnished by the Facility as shall be sufficient to provide for the foregoing. The rates set for Otsego County residents shall be less than the rates set for non-resident visitors.
- G. ASSETS
  - (i) All assets of SPORTSPLEX are the property of the County.
  - (ii) Accordingly, SPORTSPLEX shall follow the Otsego County Capital Asset Disposal Policy.
  - (iii) SPORTSPLEX will provide an updated list of all Capital Assets to the Otsego County Finance Department annually, each January for the preceding year.
  - (iv) SPORTSPLEX will provide an updated list of all Vehicles to the Otsego County Bus System each time a change is made to the list.
  - (v) The County shall provide property insurance, addressed in the PROPERTY INSURANCE section of this document.
- H. LONG-TERM DEBT

- (i) All long-term debt incurred by SPORTSPLEX must first be approved by the Commissioners, along with a financial plan to satisfy all debt requirements, submitted by SPORTSPLEX.
  - (ii) In the event of default of payments of long-term debt, refer to the EVENTS AND REMEDIES OF DEFAULT section of this document.
- I. CAPITAL IMPROVEMENT PLAN
- (i) SPORTSPLEX shall submit annually, along with its proposed budget, by October 1<sup>st</sup>, a five-year plan containing a list of planned building, equipment, and vehicle purchases and major repairs and maintenance on such items.
  - (ii) The plan and all such capital expenditures shall be approved by the Commissioners by December 31<sup>st</sup>, as part of the budget approval process.
- J. OPERATING YEAR
- (i) It is the expectation of the County to levy the full SPORTSPLEX millage permitted by law.
  - (ii) SPORTSPLEX shall have, as its operating year, one which shall coincide with the County's fiscal year which is the calendar year beginning in January. With the consent of the SPORTSPLEX, the County may levy less than the full millage.
- IV. MAINTENANCE AND REPAIRS
- A. REPAIRS - PREMISES
- (i) SPORTSPLEX shall, at its own expense, at all times during the term of this Agreement, keep the equipment and premises in good condition and repair, and shall make all necessary and desirable repairs, restorations and replacements, both structural and nonstructural, foreseen or unforeseen, and shall use all reasonable precautions to prevent waste, damage or injury.
- B. REPAIRS - EXTERNAL
- (i) SPORTSPLEX shall, at its own expense, also maintain in good repair and free from dirt, snow, ice, rubbish and other obstructions or encumbrances, the sidewalks, parking areas, yards, plantings, gutters and curbs in front of and adjacent to the premises.
- V. OPERATION AND MAINTENANCE
- A. OPERATION AND MAINTENANCE
- SPORTSPLEX shall, at its own expense, at all times during the term of this Agreement, operate and maintain the equipment and the premises.
- VI. ALTERATIONS
- A. ALTERATIONS TO THE PREMISES
- SPORTSPLEX will make such alterations, changes, additions or improvements in or to the interior or exterior of the premises as it shall determine to be beneficial. SPORTSPLEX shall make any changes or alterations in, on or about the premises, which may be required by any applicable statute, charter, ordinance or governmental regulation or order.
- B. COSTS AND EXPENSES OF ALTERATIONS
- All alterations and improvements shall be at SPORTSPLEX's sole expense.
- C. OWNERSHIP OF IMPROVEMENTS
- All alterations and improvements shall be the property of the County.
- VII. PROPERTY INSURANCE
- A. COST OF INSURANCE

The COUNTY shall provide property insurance, which shall cover all real and personal property on the premises on a 100% replacement cost basis. Premiums for insurance required to be carried upon or with respect to the premises or the use thereof shall be deemed operation and maintenance expenses of the SPORTSPLEX.

B. POLICY TYPE

Such policy shall be an all risks policy form and shall insure against the perils of fire and extended coverage and physical loss or damage including, without limitation, flood, theft, vandalism, wind, lightning, act of war or terrorism, and malicious mischief. Coverage shall also include the cost of extra expense, for a period of 12 months, incurred by reason of the total or partial loss or damage to the premises caused by an insured peril.

VIII. LIABILITY/VEHICLE INSURANCE

A. COST OF INSURANCE

SPORTSPLEX, at its expense, shall provide comprehensive/commercial general liability insurance protecting SPORTSPLEX, the County and the Commissioners of the County, the members of the Sportsplex Board and their respective agents, officers and employees.

Insurance shall include motor vehicle liability coverage for any Sportsplex/County-Owned vehicles.

Insurance shall include coverage for Hired Car and Non-Owned Auto.

B. POLICY TYPE

(i) Such insurance shall provide coverage for the defense of actions brought against SPORTSPLEX, its Board, Officers, and Employees for, including but not limited to, negligence, malfeasance, misfeasance, errors, omissions, neglect, damages, intentional acts, or other actions arising out of the operation, maintenance and activities of SPORTSPLEX.

(ii) Further, SPORTSPLEX agrees to maintain coverage, for malpractice or medical negligence to cover SPORTSPLEX, its Board, Officers, and Employees.

(iii) Such insurance shall be in limits of not less than \$1,000,000 per occurrence for injury or death to any one person, not less than \$3,000,000 per occurrence for injury or death to more than one person, and not less than \$500,000 per occurrence for property damage.

C. NAMED INSUREDS

(i) SPORTSPLEX and the County shall all be named insureds on all insurance policies required hereunder and all insurance proceeds shall be payable to SPORTSPLEX and the County according to their respective interests.

(ii) Upon request, the County shall provide SPORTSPLEX or the SPORTSPLEX Board with certified copies of the insurance policies or other evidence indicating that the insurance is in effect.

(iii) In addition, SPORTSPLEX or the SPORTSPLEX Board shall be notified in writing at least thirty (30) days prior to cancellation, non-renewal or any material reduction of the any coverage.

(iv) All insurance maintained pursuant to this Agreement shall contain a clause or endorsement under which the insurer waives all rights of subrogation against any and all of the parties to this Agreement and their respective officers, commissioners, agents, and employees, with respect to losses payable under the policy.

- (v) Claims for loss due to damage to the premises under any policies maintained pursuant to this Agreement shall be adjusted with the insurance companies by the County after advice from SPORTSPLEX or the Sportsplex Board.
- (vi) The proceeds of any insurance shall be paid to the County, which shall deposit the funds in the capital improvement fund for the purpose of paying the cost of repair and restoration of the SPORTSPLEX premises and equipment.
- (vi) All policy forms, limits and deductibles shall be subject to approval by the County and SPORTSPLEX.

IX. OPERATIONAL INTEGRITY

A. OPERATIONS

The County covenants and agrees with SPORTSPLEX, subject to the performance by SPORTSPLEX of all of the terms, covenants, and conditions of this Agreement to permit SPORTSPLEX to operate the service for the County. SPORTSPLEX may employ such persons in such capacities as it deems advisable and may make such rules and regulations as it deems advisable and necessary to assure the efficient management and operation of SPORTSPLEX. Further, SPORTSPLEX, with the approval of the SPORTSPLEX Board, shall have the authority, power, and ability to obtain, lease, purchase, acquire or transfer, sell, or dispose of such equipment as is necessary to carry out its obligations to the citizens of Otsego County.

B. BOARD MEMBERSHIP

Recommendations for SPORTSPLEX Board Membership shall be forwarded to the County Board for approval.

C. PERSONNEL

- (i) All personnel staffing SPORTSPLEX equipment and premises, shall be deemed to be employees of SPORTSPLEX.
- (ii) The County Administrator (or designee(s) of the County Administrator) shall be on the hiring committee for the SPORTSPLEX Director position in the event of a vacancy. The Commissioners shall have the final approval on selecting the new Director.
- (iii) If applicable, the County Administrator (or designee(s) of the County Administrator) shall take part in the union negotiation process. The Commissioners shall have final approval of all union contracts.

C. CONTRACTING

SPORTSPLEX, with the approval of the SPORTSPLEX Board, shall have the exclusive authority to enter into such transport, standby and special event contracts or other agreements or contracts for services as deemed necessary to carry out its obligations to the citizens of Otsego County.

X. INSPECTION

Without notice and at reasonable times of the day, the County, through its officers, employees or agents, may enter upon the premises at any time during the term of this Agreement for the purpose of inspecting the premises and determining whether SPORTSPLEX is complying with the covenants, Agreements, terms, and conditions of this Agreement.

XI. EVENTS AND REMEDIES OF DEFAULT

A. EACH OF THE FOLLOWING SHALL CONSTITUTE AN EVENT OF DEFAULT:

- (i) SPORTSPLEX fails to submit and operate within the budget required by Section III.

- (ii) Any representation or warranty made by SPORTSPLEX in this Agreement, or which is contained in any certificate or other document delivered at any time pursuant to this Agreement proves to have been false, incorrect or incomplete in any material respect when made or deemed to be made.
- (iii) SPORTSPLEX fails to observe or perform any covenant or Agreement contained in this Agreement or in any certificate or other document delivered pursuant to this Agreement (other than those covered by clause (i) above) for thirty (30) days after written notice, as set forth herein, thereof shall have been given to SPORTSPLEX by the County.
- (iv) SPORTSPLEX files a petition in bankruptcy, insolvency, dissolution or for reorganization or arrangement under the laws of the United States or of any state, or voluntarily takes advantage of any such law, or act, or is dissolved, (voluntarily or involuntarily) or makes an assignment for the benefit of creditors.
- (v) If involuntary proceedings under any bankruptcy law or insolvency act or for the dissolution of a corporation are instituted against SPORTSPLEX, or if a receiver or trustee is appointed for all or substantially all of the property of SPORTSPLEX, and such proceedings are not dismissed or such receivership or trusteeship vacated within ninety days after such institution or appointment.
- (vi) SPORTSPLEX ceases to operate or indicates its intention to do so.
- (vii) SPORTSPLEX defaults on any long-term debt covenants or payments.

**B. REMEDIES IN EVENT OF DEFAULT**

If any event of default as defined in this Agreement shall occur and be continuing for a period of 90 days or more following written notice of default:

- (i) The County shall have the right, but not the obligation, to take any of the following action:
  - (a) The County may terminate this Agreement.
  - (b) The County, through its Commissioners, officers, agents or employees, shall, at all times, the have the right to enter the premises for inspection as set forth above, and to prevent waste, damage or destruction.
  - (c) In the event of financial insolvency, bankruptcy, or cessation of operations, all assets (including but not limited to: cash, investments, receivables, and capital assets), all liabilities (including long-term debt), and fund balances for all SPORTSPLEX funds shall revert to the County immediately.
- (ii) The rights provided for in this Section cumulative and are not exclusive of any other right, privilege, or remedy provided by law or in equity.

**XII. WAIVERS**

**A. FAILURE TO DELAY OR EXERCISE**

No failure or delay on the part of the County or SPORTSPLEX in exercising any right, power, or remedy contained in this Agreement shall operate as a waiver of any right, duty, requirement, or obligation provided by this Agreement.

**B. PARTIAL EXERCISE**

No single or partial exercise by the County or SPORTSPLEX of any right or remedy shall preclude other or future exercise thereof or the exercise of any other right or remedy.

**XIII. ASSIGNMENT**



COUNTY OF OTSEGO

By: \_\_\_\_\_

KENNETH BORTON

Chairman, Otsego County Board of Commissioners

**OTSEGO COUNTY**  
**Board of Commissioners**



**EXECUTIVE SUMMARY**

<b>AGENDA ITEM:</b>  Parks & Rec Commission Appointment (Stults)	<b>AGENDA DATE:</b>  December 15, 2015
<b>AGENDA PLACEMENT:</b>  New Business, C. Other Business, 1.	<b>ACTION REQUESTED:</b>  Motion to Approve
<b>STAFF CONTACT(S):</b>  John Burt, County Administrator	<b>ATTORNEY REVIEW:</b>  No

**BACKGROUND/DISCUSSION:**

Pete Awrey has decided to not apply for reappointment to the Parks & Recreation Commission when his term ends December 31, 2015. The Parks & Recreation Commission has recommended that Randy Stults be appointed to the position with a term ending December 31, 2018.

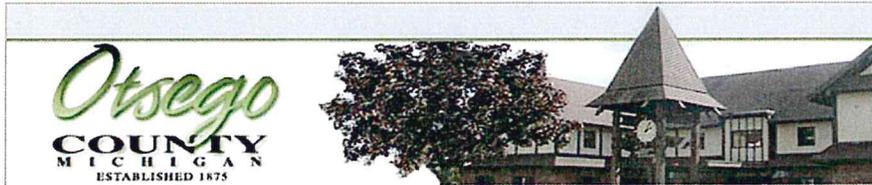
**RECOMMENDATION:**

Staff requests approval of the appointment of Randy Stults to the Parks & Recreation Commission with a term ending December 31, 2018.

**TERM EXPIRES ON:  
12/31/2018**

**John M. Burt**

**From:** Otsego County <news@otsegocountymi.gov>  
**Sent:** Sunday, November 22, 2015 2:52 PM  
**To:** Susan Premo; John M. Burt  
**Subject:** Application For Appointment to Committees, Boards and Commissions



**Application For Appointment to Committees, Boards and Commissions**

**Submitted Information**

<b>Date Submitted</b>	11 / 22 / 2015
<b>To which committee, board or commission are you seeking appointment? Fill out one form for each committee/board/commission.</b>	Parks and Recreation Commission
<b>Name</b>	Randy Stults
<b>Address</b>	1145 North Shore Drive
<b>City</b>	Gaylord
<b>State</b>	MI
<b>Zip</b>	49735
<b>Phone</b>	989 732-8372
<b>Date available for appointment</b>	12 / 1 / 2015
<b>County Commission District</b>	District V
<b>I am a registered voter in Otsego County</b>	Yes
<b>If yes, which township, city or village?</b>	Otsego Lake
<b>List boards, commissions, committees or community service organizations that you are currently serving or have</b>	Otsego Lake Township, Planning Commission: Chairperson, Vice-Chairperson and Secretary Otsego County

<p><b>served upon, offices held and in what municipality or county</b></p>	<p>Planning Commission, Chairperson, Vice-Chairperson and Secretary Otsego County Zoning Board of Appeal, Planning Commission representative Otsego County Parks and Recreation Commission, Planning Commission representative</p>
<p><b>List any employment experience or education that, in your opinion, best qualifies you for this appointment. List job titles, duties (current and past), level of education and any certificates or degrees you have obtained</b></p>	<p>I am retired from many years in the insurance business with a background in insurance underwriting, marketing and sales. I also ran corporate meeting and sales incentive programs and trips. I was a licensed insurance agent and Certificated Insurance Counselor by the state of Michigan during my insurance career. I attended Lansing Community College and many insurance related program during my career. I have also attended many planning and zoning training programs when on the planning commissions.</p>
<p><b>I have worked for Otsego County before</b></p>	<p>No</p>
<p><b>I am aware of potential conflicts of interest</b></p>	<p>Yes</p>
<p><b>If yes, please indicate potential conflicts</b></p>	<p>None</p>
<p><b>Please provide information about specific training, education, experience or interests you possess that qualify you as an appointee to the position you seek</b></p>	<p>I have served on the Otsego County Planning Commission as it Chairperson, Vice-chairperson and Secretary during the nine plus years on it. When Chairperson of the Planning Commission I was also the Planning Commission representative on the Parks and Recreation Commission and on the Zoning Board of Appeal. As Chairperson of the Planning Commission, I developed with the Zoning</p>

Administrator a training program for new members of the Planning Commission. As a member of the Planning Commission I was part of developing the Otsego County Capital Improvement Plans process and the plans for the first 5 years. I was active in development of the County Master Plan and very active in the drafting of changes to the Zoning Ordinance including the Highway Interchange Zoning District and the Multiple Use Zoning Districts. I was a regular participant in planning and zoning training that was available in the area. While on the Parks and Recreation Commission I was active in developing the By-laws for the Parks and Recreation Commission and the Otsego County Recreation Plan. At the Township level I was a member of the Otsego Lake Township Planning Commission for close to 20 years, holding all the leadership posts of the commission. I have attended many meetings of the Board of Commissioners and other boards and commissions of the County. I have been a regular attendee of the Otsego Lake Township Board meetings as well. I am retired from many years in the insurance business with a background in insurance underwriting, marketing and sales. I also ran corporate meetings, training programs and sales incentive programs and trips. I was a licensed insurance agent and Certificated Insurance Counselor by the state of

Michigan during my insurance career. I would like to have the Parks and Recreation system in Otsego County continue the success they have had in the past and enhance the offerings and budgets and resources allow.

**Otsego County Building 225 W Main Gaylord, MI 49735 989-731-7520 - Phone**

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