



## 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, June 28, 2016 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

Consent Agenda

- A. Regular Minutes of June 14, 2016 w/attachments - Motion to Approve
- B. Budget & Finance Committee Recommendations:
  1. 2017 Budget Calendar - Motion to Approve
- C. Housing Committee Recommendation
  1. Housing Committee Reappointment (Berlin) - Motion to Approve
- D. OCR 16-19 Magistrate Appointment (Howard) - Motion to Adopt
- E. Brownfield Redevelopment Authority Reappointment (Kassuba) - Motion to Approve

Administrator's Report

Department Head Report

- A. EMS Update - Jon Deming, Director

Special Presentations

- A. 2015 Audit Report - Rehmann Robson

City Liaison, Township & Village Representatives

Correspondence

- A. May Financial Reports

New Business

- A. Financials
  1. June 21, 2016 Warrant
  2. June 28, 2016 Warrant
- B. Other Business

Public Comment

Board Remarks, Announcements, and Informal Discussions

Adjournment



# June 28, 2016

## 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>  Regular Minutes of June 14, 2016 w/ attachments	<b>AGENDA DATE:</b>  June 28, 2016
<b>AGENDA PLACEMENT:</b>  Consent Agenda, A.	<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 Board places its minutes of the former meeting on the current Consent Agenda. If there is a correction needed, the minutes will be removed from the Consent Agenda for discussion at a later time during the meeting.

**RECOMMENDATION:**

Staff requests approval of the Regular Minutes of June 14, 2016 with attachments.

June 14, 2016

The regular meeting of the Otsego County Board of Commissioners was held at the County Building at 225 West Main Street, Room 100, Gaylord, Michigan. The meeting was called to order at 9:30 a.m. by Chairman Ken Borton. Invocation by Commissioner Julie Powers-Gehman, followed by the Pledge of Allegiance led by Commissioner Erma Backenstose.

Roll Call:

Present: Julie Powers-Gehman, Paul Beachnau, Robert Harkness, Erma Backenstose, Ken Glasser, Doug Johnson, Ken Borton, Bruce Brown.

Excused: Paul Liss.

Consent Agenda:

Motion to approve the Regular minutes of May 24, 2016 with attachments. Ayes: Unanimous. Motion carried.

Motion to approve the Land Use Agreement with Bagley Township. Ayes: Unanimous. Motion carried. (see attached)

Motion to approve the Land Use Agreement with Elmira Township. Ayes: Unanimous. Motion carried. (see attached)

Motion to adopt OCR 16-17 NEMCOG Corrections Grant application.

Roll Call Vote:

Ayes: Julie Powers-Gehman, Paul Beachnau, Robert Harkness, Erma Backenstose, Ken Glasser, Doug Johnson, Ken Borton, Bruce Brown.

Nays: None.

Excused: Paul Liss.

Motion carried/Resolution adopted. (see attached)

Committee Reports:

Motion by Commissioner Ken Glasser, seconded by Commissioner Robert Harkness, to approve OCR 16-18 Enbridge Line 5.

Roll Call Vote:

Ayes: Julie Powers-Gehman, Paul Beachnau, Robert Harkness, Erma Backenstose, Ken Glasser, Doug Johnson, Ken Borton, Bruce Brown.

Nays: None.

Excused: Paul Liss.

Motion carried/Resolution adopted. (see attached)

Administrator's Report:

John Burt reported on the household hazardous waste pickup held on June 11th; foreclosure house visited last week; Community Center tennis Court repairs starting middle of July; Sewer

break at the Community Center is fixed; Veterans' memorial repairs, cement sunk, flag poles need to be painted.

Motion by Commissioner Julie Powers-Gehman, seconded by Commissioner Doug Johnson, to approve the budget amendment in the amount of \$25,000 for improvements to the Veterans' Memorial. Ayes: Unanimous. Motion carried. (see attached)

City Liaison, Township and Village Representative: None.

Correspondence: Chairman Ken Borton received a letter from the City of Gaylord thanking the County for their support for the improvements around the Courthouse.

New Business:

Motion by Commissioner Bruce Brown, seconded by Commissioner Julie Powers-Gehman, to approve the May 31, 2016 Warrant for a total amount of \$69,333.90. Ayes: Unanimous. Motion carried.

Motion by Commissioner Robert Harkness, seconded by Commissioner Ken Glasser, to approve the June 7, 2016 Warrant in the amount of \$5,174.13 Ayes: Unanimous. Motion carried.

Motion by Commissioner Julie Powers-Gehman, seconded by Commissioner Doug Johnson, to approve the June 14, 2015 Warrant in the amount of \$617,800.18. Ayes: Unanimous. Motion carried.

Motion by Commissioner Paul Beachnau, seconded by Commissioner Robert Harkness, to adopt the updated amended Animal Control Ordinance as presented.

Roll Call Vote:

Ayes: Julie Powers-Gehman, Paul Beachnau, Robert Harkness, Erma Backenstose, Ken Glasser, Doug Johnson, Ken Borton, Bruce Brown.

Nays: None.

Excused: Paul Liss.

Motion carried/Ordinance adopted. (see attached)

Public Comment:

Chairman Ken Borton opened up the meeting for public comment.

Board Remarks:

Commissioner Paul Beachnau reported the Leadership of Otsego County banquet graduated 10 students; ground breaking ceremony for the Fairfield Inn is June 15, 2016 at 1:00 p.m.; Livingston Township drop off held on June 11<sup>th</sup>; City council meeting, pleased with City wide pickup.

Commissioner Julie Powers-Gehman reported on the City Council meeting, Big Ticket festival; Attended the Leadership Banquet; Update on the skate park, city moved dirt and started putting stones in, signed contract with the cement company.

Commissioner Robert Harkness had no report.

Commissioner Erma Backenstose reported on the fire cleanup in her neighborhood.

Commissioner Bruce Brown reported on the Sportsplex meeting, Day Camp started June 13<sup>th</sup>, raising money for the Tennis Courts.

Commissioner Ken Glasser attended the Zoning Board of Appeals meeting on May 31, 2016, discussion on barn weddings; Enbridge meetings.

Commissioner Doug Johnson reported on the Parks and Recreation meeting, financials discussed, park was full for the plane fly in; bridge at Irontone springs has been removed; Wah Wah Soo buoys are out; drains are wide open; buoys are coming out at the County Park; working on the Parks and Recreation plan; sewer break at the Community Center has been repaired; outdoor renovations starting at the Community Center; Actions Sports Rental is offering Kayak and paddle board rentals at the County Park.

Chairman Ken Borton attended the MAC Environmental Committee meeting in Lansing with Enbridge Committee; Legislative update, budget approved will receive revenue sharing; House passed HB 5578.

Meeting adjourned at 10:14 a.m.

---

Kenneth C. Borton, Chairman

---

Susan I. DeFeyter, Otsego County Clerk

**CONTRACT FOR MUNICIPAL LAND USE SERVICES ADMINISTRATION  
(LAND USE PLANNING, ZONING, ZONING ADMINISTRATION AND  
BUILDING CODE COMPLIANCE)  
2017-2018**

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

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

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

**Agreements**

The County and the Township hereby enter into this Contract for services. This contract shall be in effect for a period of two (2) years beginning January 1, 2017 and continuing in effect until December 31, 2018.

**Responsibilities of the Township**

1. Funding for the Land Use Services Zoning function is distributed among participating townships using an equal blend of the latest State Equalized Values and population for each township (see Attachment A). Bagley Township agrees to provide a total of \$10,300 in 2017 and \$10,300 in 2018 to assist in covering the costs of operation and staffing of the Planning & Zoning Department
2. The Township will pay the annual contribution amount as noted above by July 1<sup>st</sup> of each year of this contract.
3. The Township Board will select their representative, with confirmation by the Otsego County Board of Commissioners, to serve on the Otsego County Planning Commission.

**Responsibilities of the County**

1. The County shall provide full and complete professional Land Use Planning.
2. The County shall provide professional planning personnel on staff to assist Township official, citizens, land owners and developers with Land Use Planning questions and procedures and municipal cooperation.

ATTACHMENT A

Funding

Based on numbers used in 2013-2014 and 2015-2016 Agreements.

<u>Township</u>	<u>2017</u>	<u>2018</u>
Bagley	\$10,300	\$10,300
Charlton	\$ 6,180	\$ 6,180
Chester	\$ 4,120	\$ 4,120
Corwith	\$ 6,180	\$ 6,180
Dover	\$ 2,060	\$ 2,060
Elmira	\$ 6,180	\$ 6,180
Hayes	\$ 7,210	\$ 7,210
Livingston	\$ 8,755	\$ 8,755
Otsego Lake	\$ 7,210	\$ 7,210
Total	\$58,195	\$58,195

3. The County shall maintain digital maps for zoning and land use planning purposes.
4. The County shall appoint and operate a County Planning Commission for the purposes of administering the County Plan and the County Zoning Ordinance.
5. The County shall appoint and operate a County Zoning Board of Appeals for the purposes of interpreting and ruling on requests involving administration of the Zoning Ordinance.
6. The County shall ensure that the Township is informed and advised of any proposed land use changes or proposed ordinance text changes or special land use requests or other similar requests presented to the Planning Commission and any requests presented to the Zoning Board of Appeals involving land within the Township.
7. The County shall provide professional personnel on staff to administer and enforce the zoning ordinance regulations and all other land use regulations.
8. The County will pay for legal expenses related to zoning functions and decisions.
9. Funds related to the Otsego County Land Use Department Planning & Zoning will be maintained in a fund separate from the County's General Fund.

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

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

Otsego County and Bagley Township.

Entered into this \_\_\_\_ day of \_\_\_\_\_ 2016 between Otsego County and Bagley Township

Otsego County

Bagley Township

\_\_\_\_\_  
John Burt, County Administrator

\_\_\_\_\_  
William L. Giles, Supervisor

\_\_\_\_\_  
Susan DeFeyter, County Clerk

\_\_\_\_\_  
James E. Szymanski, Township Clerk

**CONTRACT FOR MUNICIPAL LAND USE SERVICES ADMINISTRATION  
(LAND USE PLANNING, ZONING, ZONING ADMINISTRATION AND  
BUILDING CODE COMPLIANCE)  
2017-2018**

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

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

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

**Agreements**

The County and the Township hereby enter into this Contract for services. This contract shall be in effect for a period of two (2) years beginning January 1, 2017 and continuing in effect until December 31, 2018.

**Responsibilities of the Township**

1. Funding for the Land Use Services Zoning function is distributed among participating townships using an equal blend of the latest State Equalized Values and population for each township (see Attachment A). Elmira Township agrees to provide a total of \$6,180 in 2017 and \$6,180 in 2018 to assist in covering the costs of operation and staffing of the Planning & Zoning Department
2. The Township will pay the annual contribution amount as noted above by July 1<sup>st</sup> of each year of this contract.
3. The Township Board will select their representative, with confirmation by the Otsego County Board of Commissioners, to serve on the Otsego County Planning Commission.

**Responsibilities of the County**

1. The County shall provide full and complete professional Land Use Planning.
2. The County shall provide professional planning personnel on staff to assist Township official, citizens, land owners and developers with Land Use Planning questions and procedures and municipal cooperation.

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

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

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

Otsego County and Elmira Township.

Entered into this 12<sup>th</sup> day of May 2016 between Otsego County and Elmira Township

Otsego County

Elmira Township

\_\_\_\_\_  
John Burt, County Administrator

*Diane J. Franckowiak*  
Diane Franckowiak, Supervisor

\_\_\_\_\_  
Susan DeFeyter, County Clerk

*Susan Schaedig*  
Susan Schaedig, Township Clerk

ATTACHMENT A

Funding

Based on numbers used in 2013-2014 and 2015-2016 Agreements.

<u>Township</u>	<u>2017</u>	<u>2018</u>
Bagley	\$10,300	\$10,300
Charlton	\$ 6,180	\$ 6,180
Chester	\$ 4,120	\$ 4,120
Corwith	\$ 6,180	\$ 6,180
Dover	\$ 2,060	\$ 2,060
Elmira	\$ 6,180	\$ 6,180
Hayes	\$ 7,210	\$ 7,210
Livingston	\$ 8,755	\$ 8,755
Otsego Lake	\$ 7,210	\$ 7,210
Total	\$58,195	\$58,195

**OCR 16-17**  
**Approving the Fiscal Years 2017**  
**Community Corrections Grant Applications of the**  
**Northeast Michigan Council of Governments**

Otsego County Board of Commissioners  
June 14, 2016

**WHEREAS**, the Northeast Michigan Council of Governments (NEMCOG) serves as the Northern Michigan Community Corrections Advisory Board's (NMCCAB) fiscal agent and manager; and

**WHEREAS**, Otsego County is a member of the Northern Michigan Community Corrections Advisory Board, has been served by its programs, and wishes to continue participation with the Board's programs and services in the future; and

**WHEREAS**, an application in the amount of \$161,700 for CPS funds and \$9,852 DDJR funds, for a total of \$171,552 for the Fiscal year 2017, has been prepared by NEMCOG to continue the Community Corrections programs in Cheboygan, Crawford, Oscoda, Otsego, and Presque Isle counties; and

**WHEREAS**, the Northern Michigan Community Corrections Advisory Board, has approved this proposal, and recommends its approval by the member counties; now, therefore be it

**RESOLVED**, that Otsego County hereby approves the Northern Michigan Community Corrections Advisory Board Grant Application prepared by NEMCOG for Community Corrections funding in the annual amount of \$161,700 for CPS funds and \$9,852 in DDJR funds, for a total of \$171,552 for Fiscal Year 2017.

**OCR 16-18**  
**Enbridge Line 5**

Otsego County Board of Commissioners  
June 14, 2016

**WHEREAS**, Line 5 is a pipeline owned by Enbridge that transports crude oil and natural gas liquids Since 1953 from Superior, WI, eastward across Michigan's Upper Peninsula to where a dual pipeline crosses the bottom of the Straits of Mackinac, just west of the Mackinac Bridge continuing South on its route to its terminus point in Sarnia, Ontario; and

**WHEREAS**, Line 5 was constructed prior to Public Act 247 of 1955 Great Lakes Submerged Land Act as amended which purpose is to protect the waters of the Great lakes and the Great Lakes bottomlands by requiring a permit when constructing structures in the Great Lakes within Michigan; and

**WHEREAS**, there is a potential risk that Line 5 could develop a leak which would cause Environmental damage to the Great Lakes as well as economic loss; and

**WHEREAS**, a portion of the pipeline flows through Otsego County under the Pigeon River State Forest; and

**WHEREAS**, the State of Michigan has the legal authority to manage the bottomlands and waters of the Great Lakes within Michigan from the prevention of pollution and to protect the natural resources of the State; now, therefore be it

**RESOLVED**, that the Otsego County Board of Commissioners request that the State's authority be utilized by acting immediately to restrict Line 5 to its original design capacity until the recommendations within the Michigan Petroleum Pipeline Task Force Report are enacted, specifically; requiring an independent risk analysis for the straits pipelines, an independent analysis of alternatives to the existing straits pipelines, and independent verification is received demonstrating that the increased capacity does not impose any additional risk, and, be it further

**RESOLVED**, a copy of this resolution be forwarded to Governor Snyder, Attorney General Schuette, Senator Stamas, Representative Cole, and the Michigan Association of Counties.



**ANIMAL CONTROL ORDINANCE**  
County of Otsego  
State of Michigan

An ordinance relating to and providing for Animal Control, an Animal Control Officer, and Animal Shelter and providing penalties for violation of this ordinance.

**THE PEOPLE OF THE  
COUNTY OF OTSEGO,  
STATE OF MICHIGAN,  
DO ORDAIN**

**ARTICLE I**  
Purpose

The Board of Commissioners of the County of Otsego, in the interest of protecting the public health, safety, convenience and welfare and to provide for the orderly and uniform administration of log licensing provisions of state law, Public Act 339 of 1919 as amended, MCL 287.261-287.290, and to create the position of Animal Control Officer and define his/her duties, authority and responsibilities, and to regulate and control the conduct, keeping and care of dogs and certain other animals, livestock and poultry, hereby adopts the following ordinance.

**ARTICLE II**  
General Provisions

- (a) **Short Title:** This ordinance may be known as and may be cited and referred to as the "Animal Control Ordinance."
- (b) **Limitations:** This Ordinance shall apply uniformly throughout Otsego County except to any City, Village, or Township which adopts its own Animal Control Ordinance.
- (c) **Authority:** Public Act 339 of the Public Acts of 1919 of the State of Michigan, as amended, MCL 298.261-287.290.
- (d) **Penalties:** Any person violating any portion of this Ordinance shall be guilty of a misdemeanor punishable by a fine of not less than \$10.00 nor more than ~~\$100.00~~ \$500.00 , or by up to three (3) months jail, or both.
- (e) **Agents:** Whenever a power is granted to, or a duty is imposed upon the Board of Commissioners, the power may be exercised, or duty performed by an agent authorized by the Board of Commissioners to exercise such power, or to perform such duty, unless this ordinance expressly provided otherwise.
- (f) **Severability:** If any part of this Ordinance is held invalid it shall not alter other parts of this Ordinance.

**ARTICLE III**  
Definitions

For the purpose of this ordinance, the following terms shall have the following meanings:

- (a) Animal: Any dog, cat, livestock, poultry and shall include birds, fish, wild mammals and reptiles.
- (b) Animal Control Officer: Any agent of the Board of Commissioners designated to enforce this Ordinance or State Acts pertaining to dogs or other animals.
- (c) Animal Shelter: An animal kenneling facility used by Otsego County to house stray or unwanted animals.
- (d) At large: An animal off the premises of the owner and not under reasonable control.
- (e) Board: the Otsego County Board of Commissioners.
- (f) ~~Companion Animal: Any pet or domestic animal (i.e. dog or cat).~~
- (g) Department: The Animal Control Department.
- (h) Euthanasia: Putting an animal to death in a humane manner.
- (i) Harbor: Providing shelter and/or food other than a periodic or temporary situation.
- (j) Kennel: Any establishment which keeps or boards animals for profit whether for breeding, sale, storage or sporting purposes.
- (k) Livestock: Farm animals used for human food and fiber or animals used for service to humans. Does not mean human companion animals such as dogs or cats.
- (l) Owners: A person, partnership or corporation owning, keeping or harboring animals.
- (m) Poultry: Any domestic fowl, ornamental or game bird.
- (n) Reasonable Control: Having an animal on a suitable leash or under the oral control of the owner or confined in an automobile, cage or pen.
- (o) To keep: Provide shelter and/or food for any animal for any period of time in excess of twelve (12) hours to be in charge of control of an animal under any written or verbal agreement with the owner thereof.
- (p) Vicious Animals: An animal that has,
  - (1) demonstrated propensity to attack without provocation to cause injury or otherwise threaten the safety of humans or domestic animals.
  - (2) without provocation attacks and by action indicates it will bite any person or domestic animal.
  - (3) chased or approached a person in a menacing fashion causing a reasonable person to fear for his/her safety.

ARTICLE IV  
ANIMAL CONTROL OFFICER  
Authority and Responsibilities

Section 1: The Board, or the County Administrator, if applicable, shall select an Animal control Officer who shall direct the Animal control Department, Deputy Animal Control Officers and other

individuals working at the Animal Shelter in accordance with the County's budgetary and personnel policies. Animal Control Officers must be accredited by the Michigan Department of Agriculture.

Section 2: The Animal Control Officer, his deputies, and any police officer shall enforce the provisions of this ordinance and applicable State Acts including but not limited to issuance of tickets, citation or summonses to persons in violation of this Ordinance or State Acts and may make a complaint in regard to such violations to the District Court.

Section 3: The Animal Control Officer and Deputies, when enforcing this ordinance, shall bear satisfactory identification reflecting the authority under which they act.

Section 4: The Animal Control Officer and Deputies are authorized, consistent with constitutional limitations, to inspect public and private premises to determine compliance with this Ordinance and state animal control laws including, but not limited to, the harboring, keeping, possessing, or licensing of animals. The authority to inspect shall include the authority to obtain a search warrant to compel entry for inspection.

#### ARTICLE V Duties of Animal Control Officers and Deputies

Section 1: The Animal Control Officer and Deputies shall promptly seize and place in the Animal Shelter all dogs or other animals, livestock or poultry found running at large or being kept or harbored any place with the County contrary to the provisions of the Ordinance or State Acts.

Section 2: The Animal Control Officer and Deputies shall assure that all companion animals deemed unsuitable for adoption are destroyed in a humane manner after being impounded for a period of not less than ~~five (5) to (10)~~ days and the remains shall be disposed of as defined by the Board or State Acts.

Section 3: The Animal Control Officer or Deputies shall promptly investigate all animal bite complaints involving humans and shall search out and attempt to discover the animal involved and shall to decide whether to impound or quarantine for examination for disease in accordance with provisions of this Ordinance and/or State Acts. He/she shall also be obligated to seize and impound any rabies suspect animal.

Section 4: The Animal Control Officer or Deputies shall attempt to identify and locate all unlicensed dogs, to list such dogs and deliver such list to the Prosecuting Attorney for necessary proceedings as provided by this Ordinance and/or State Acts.

Section 5: The Animal Control Officer and Deputies shall investigate all cases of suspected animal cruelty.

Section 6: The Animal Control Officer and Deputies shall have the authority to inspect any kennel within Otsego County to ensure compliance with this Ordinance and state animal control laws; may suspend a kennel license and operations, upon probable cause to believe the kennel lacks adequate care, as defined by state law, MCL 750.50, as to any animal, such suspension to be lifted only upon clear proof that the condition leading to the lack of adequate care has been fully corrected; and shall revoke a kennel license upon court order.

Section 7: The Animal Control Officer and Deputies shall have the authority to investigate all incidents where an animal is alleged to be dangerous to persons, animals, or property; shall have the authority to seize and impound, pending a show cause hearing before the District Court, any allegedly dangerous animal upon probable cause to believe the animal is and will continue to be a

danger to persons or other animals; and shall have the authority to confine and quarantine for ten (10) days any animal which has bitten a person or another animal.

Section 8: The Animal Control Officer and Deputies shall have the obligation to properly account for all fees and monies collected and shall deposit same with the County Treasurer as directed.

Section 9: The Animal Control Officer and Deputies shall have such other duties relating to enforcement of this ordinance and State Acts as the Board may provide from time to time.

#### ARTICLE VI Licensing – Vaccination

Section 1: It shall be unlawful for any person to own any dog six (6) months or older unless the dog is licensed or to own any dog six (6) months or older that does not, at all times, wear a collar with a tag approved by the Director of the Michigan Department of Agriculture attached except when engaged in lawful hunting or training accompanied by the owner.

Section 2: An application for a license shall indicate the dog's breed, sex, age, color and address of its owner.

Section 3: The owner of the dog must prove that the animal has been inoculated against rabies and no license shall be issued unless applicant can provide a certificate signed by a veterinarian showing compliance with this provision.

Section 4: ~~All dogs secured from the shelter must be properly licensed.~~

~~The Board, by resolution, shall establish license fees for dogs and determine additional payment for failure to comply with provisions of this section. The Board shall consider that:~~

- ~~(a) All dogs six (6) months or older, on or before March 1 and each March 1 thereafter must have a license.~~
- ~~(b) The owner shall have thirty (30) days after securing a dog to obtain a license without penalty.~~
- ~~(c) All dogs secured from the shelter must be properly licensed and provision made for altering as provided by Article IX, Section 7 of this Ordinance.~~

Section 5: Fee for leader dogs or dogs trained to assist the handicapped are waived but owner must assure that rabies shot has been secured for the dog as provided in Section 3 of Article VI.

Section 6: Current licenses issued by other Michigan Counties and any other governmental agencies shall be honored by Otsego County until the following March 1.

Section 7: No dog shall be exempt from the rabies vaccine requirement unless a registered and practicing veterinarian of the State of Michigan certifies, in writing, that such vaccine would be detrimental to the health of the dog.

Section 8: No license or license tag issued for one dog shall be transferable to another. However, if the ownership or possession of a dog is permanently transferred from one person to another within this County, the license of the dog remains valid. It is the responsibility of the new owner to notify the Animal Control Officer or a Deputy.

Section 9: A lost dog license shall be replaced by the County upon application to the Animal Control Officer or Deputy. Cost of the replacement to be determined by the Board.

**ARTICLE VII**  
**Confinement**

Section 1: Any animal that bites a person shall be quarantined for ten (10) day at the Animal Shelter at the expense of the owner. The animal shall be securely confined and have no contact with other animals. At the discretion of the Director of Public Health, the animal may be quarantined on the premises of the owner or at a veterinary hospital.

Section 2: An animal not kept as a pet, including wild animals, which bite a human or animal, shall, if located, be confined for the required ten (10) days at the Animal Shelter or other suitable location. Public Health policies shall prevail in all situations.

Section 3: Every dog and other animal shall at all times be confined on the premises of the owner except when the animal is under the reasonable control of the owner.

Section 4: All vicious animals shall be securely confined indoors or in an enclosed and locked pen or structure on the premises of the owner. The pen or structure must have minimum dimensions of five (5) feet by ten (10) feet and must have secure sides and a secure top attached to the sides. If the floor is not attached to the sides, the sides must be imbedded into the ground to a minimum of two (2) feet.

Section 5: Vicious animals, off the owners property, must be muzzled and restrained on a chain or leash not more than four (4) feet in length and under the control of a person physically capable of controlling the animal.

Section 6: The owner of a vicious animal shall display in a prominent place on the owner's premises a clearly visible warning sign indicating that there is a vicious animal on the premises. The sign must be readable from the public highway or thoroughfare. The owner shall also display a sign with a symbol warning children of the presence of a vicious animal.

**ARTICLE VIII**  
**Kennel License**

Section 1: Any person who owns, keeps or operates a kennel may, in lieu of individual licenses required under this Ordinance and in accordance with State Acts, apply to the Animal Control Department for a kennel license entitling that person to own, keep or operate such kennel in accordance with applicable State Acts. All other provisions of this Ordinance shall apply.

Section 2: Any person who owns, keeps or operates a kennel within the boundaries of Otsego County shall, within thirty (30) calendar days prior to the start of such operation, or within thirty (30) days prior to the expiration date of a previously issued license, obtain a kennel license from the Animal Control Department which shall issue such license if the kennel is in compliance with Public Act 339 of 1919, as amended MCL 287.270, 287.271 and with applicable parts of this Ordinance.

Section 3: the fee for a kennel license shall be as determined by the Public Acts of the State of Michigan. Failure to apply within the prescribed time limits (see Section 2 above) will result in a doubling of the applicable fee.

Section 4: The Animal Control Officer or Deputies shall have the right to inspect any kennel in Otsego County. (see Section 6 of Article V)

**ARTICLE IX**  
**Animal Shelter and Impoundment**

Section 1: The Animal Control Officer and Deputies shall operate and maintain an adequate facility as a shelter to receive, care for and safely confine any animal in the Officer's custody under the provisions of this Ordinance. The shelter shall be accessible to the public during reasonable hours for the conduct of necessary business, especially concerning impounded animals.

Section 2: The Animal Control Officer and Deputies may impound and hold at the shelter any animal when it is subject to a violation of this Ordinance, when it requires protective custody and care due to mistreatment or neglect by its owner, when it is voluntarily donated by its owner or when otherwise ordered impounded by a court.

Section 3: Any companion animal that is impounded or brought to the Animal Shelter as a stray or running at large, will not become property of Otsego County until after a four (4) day stray hold period. The stray hold period shall begin at ~~An animal shall be considered impounded from the time~~ an Animal Control Officer takes physical custody of the dog or cat.

~~This hold time shall not apply to dogs or cats that are sick and/or injured to the extent that the hold period would cause undue suffering per a veterinarian.~~

Section 4: Immediately upon impounding an animal the Animal Control Officer or Deputies shall make a reasonable effort to notify or locate the owner. Dogs or cats with evidence of ownership (traceable identification) need to be held for (7) seven days from the date of mailing notice to the owner. Evidence of ownership includes, but is not limited to a collar with a tag, tattoo and/or microchip. Any owner may redeem an animal by executing a sworn statement of ownership, furnishing a license and tag and paying any required fees or costs. Animal Control need not release to an owner, without a court order, any animal which is dangerous, subject to quarantine, which has not been given adequate care, or if there exists other circumstances which would endanger the welfare of the animal or the health, safety, or welfare of the public.

Section 5: upon impounding an animal, Animal Control shall record: the date, a description of the animal, license information, owner information, other pertinent data.

Section 6: Any companion animal (dog or cat) not redeemed by its owner, which is neither a potentially dangerous animal nor in a dangerous condition of health will be released for adoption pursuant to Otsego County's "no kill policy".

Section 7: A dog or cat released for adoption will be released subject to the following conditions:

- (a) The adoptive owner shall pay applicable fees and costs.
- ~~(b) Adoptive owner shall pay a surgical prepayment deposit to assure that dogs or cats capable of sexual reproduction are rendered sexually non-reproductive by spaying or neutering. Upon written certification that the animal has been altered by a licensed, practicing veterinarian, the surgical prepayment deposit will be refunded.~~
- ~~(c) The adoptive owner shall sign a written agreement to render any dog or cat sexually non-reproductive within thirty (30) days of adoption or upon the animal attaining sexual maturity.~~

Section 8: The Animal Control Officer or Deputies may decline to release an animal for adoption if the prospective owner has been convicted of cruelty to animals within the previous ten (10) years, or has inadequate or inappropriate facilities for keeping or harboring the animal and providing proper care or there is the existence of other circumstances, which in the opinion of the Animal Control Officer or Deputy, would endanger the welfare of the animal or the health, safety or welfare of the public.

## ARTICLE X

## Prohibitions and Regulated Conduct

Section 1: For the purpose of this Article the term "permit" shall include human conduct that is intentional, deliberate, careless or negligent regarding an owned animal. It is unlawful for any person to:

- (a) Permit any animal, except domesticated cats, to be at large or to stray beyond the property of the owner unless such animal is restrained by a leash or unless such animal is engaged in lawful hunting or hunting practice and is accompanied by a responsible person.
- (b) Permit any animal to trespass upon the property or to cause damage to property, real or personal, of another person.
- (c) Keep exotic, wild or otherwise dangerous animals unless specifically approved by the Animal Control Officer.
- (d) Engage in any activity prohibited by Public Act 381 of 1988, MCL 750.49 relating to animals owned, possessed, trained or used for fighting, baiting or target shooting.
- (e) Permit a dog in heat (estrus) to be accessible to a male dog not in the person's ownership except for intentional breeding purposes.
- (f) Permit any animal to cause unreasonable annoyance, alarm or noise disturbance at any time of the day or night, by repeated barking or other sounds which may be heard beyond the boundaries of the owner's property.
- (g) Permit an animal to be confined within or on a motor vehicle when conditions may endanger the health or well being of the animal, including, but not limited to dangerous temperature, lack of food, water or attention.
- (h) Abandon any animal.
- (i) Knowingly place food of any description containing poisonous or other injurious ingredients in any area likely to be reasonably accessible to any animals except rodents.
- (j) Physically mistreat any animal either by deliberate abuse or failure to furnish adequate care and shelter.
- (k) Permit any animal to leave the confines of any officially prescribed quarantine area.
- (l) Seize, molest or tease any animal while on the property of its owner or while held or led on a leash by its owner, or to decoy or entice any animal out of an enclosure or off the property of its owner.
- (m) Fail to comply with the requirements of this Ordinance and State Acts which apply to animal control.
- (n) Offer companion pets for adoption or sale on the property of any retail establishment. (Exception: Retail pet store or kennels).

Section 2: Otsego County reserves the right to limit the number of companion pets harbored in any one location, to insure the health, safety or welfare of the animal(s) or public.

## ARTICLE XI Regulations and Prohibition in certain Cities and Villages

Prohibitions, requirements and regulations set forth in this Article shall apply and be enforceable within the jurisdiction of any city or village within Otsego County having a population in excess of 3,000 according to the most recent official census.

Section 1: The owner of a vicious animal must provide proof to the City or Village Clerk that the owner has procured public liability insurance of at least \$500,000 insuring the owner for any personal injury which may be caused by his or her vicious animal.

Section 2: Conditions for keeping.

- (a) No person shall own or keep any animal or be in control of any animal that defecates on land owned by another or public land unless such owner or person in control immediately removes the feces and either places it in a refuse disposal container or otherwise disposes of it at his own place of abode.
- (b) All refuse or other litter resulting from their keeping or housing shall be disposed of daily in such a manner as to prevent any nuisance or any unsanitary, odorous or offensive condition.

Section 3: No person shall allow any animal to be on or in any public park or any public or private school property except for organized and sanctioned events.

Section 4: Limitation on number of dogs/cats.

- (a) No person shall possess, harbor, shelter, keep or have custody of more than two (2) dogs that are three (3) months old or older on the same premises in any city or village except in commercial or licensed kennels, veterinary hospitals, clients, pet shops or similar permitted uses in properly zoned districts or when such kennels, veterinary hospital, clinics, pet shops and similar uses validly exist as non-conforming uses pursuant to the applicable zoning ordinances.
- (b) No person shall own, possess, shelter, keep or harbor more than three (3) cats over six (6) months of age at any one time. The provisions of this section shall not apply to cats that are being kept by a veterinarian or in a veterinary hospital or by an established commercial pet shop.

Section 5: Farm Animals: No person shall keep or house any horse, cow, calf, mule, duck, geese, turkey, guinea hen, goat, sheep, chicken, rabbit or pig within any city or village.

Section 6: No person shall shelter, exhibit, market, harbor, raise, breed, maintain or have in his or her possession or under his or her control within any city or village, any dangerous or exotic animal.

(a) Definitions as used in this Section:

- (1) "Dangerous or exotic animals" means and includes any wild mammal, reptile or fowl which is not naturally tame or gentle, but is a wild nature or disposition, and which, because of its size, vicious nature or other characteristics, would constitute a danger to human life or property;
- (2) "Animal" means a live and vertebrate creature, fowl, or reptile;
- (3) "Exotic" means an animal which is foreign and generally not native by birth to the County of Otsego;
- (4) "Harbor" means to feed or shelter an animal;
- (5) "Wild" means an animal which generally lives in its original and natural state and is not normally domesticated;
- (6) "Market" means to buy, sell, or otherwise deal in a wild or exotic animal, either wholesale or retail.

(b) This Section does not apply to:

- (1) The keeping of such animals in a bona fide licensed veterinary hospital for treatment;
- (2) The keeping of such animals in a bona fide educational or medical institution, museum or other place where they are kept as live specimens for public view or for the purpose of instruction or study;
- (3) Any official police canine dog.

Section 7: Carcass Removal and Burial:

- (a) When any animal dies the owner in possession of it shall, within twelve (12) hours thereafter, cause the carcass to be removed beyond the city or village limits or bury the

- same so that the entire carcass shall be covered with earth not less than three (3) feet in depth above such carcass.
- (b) Unless authorized, no person shall bring the carcass of any dead animal into any city or village for disposal,

**ARTICLE XII**  
**Receipts and Disbursement of Funds**

All fees and monies collected under the provisions of this Ordinance, but not those collected under state law, shall be transferred to the ~~Animal Control General~~ Fund of Otsego County, Michigan in accordance with the standards and practices of the County Treasurer and the monies paid out in accordance with this Ordinance shall be drawn upon the ~~Animal Control General~~ Fund of Otsego County, Michigan.

**ARTICLE XIII**  
**Treasurer's Record and Duties**

Section 1: An annual report shall be made by the Animal Control Officer indicating the number of logs licensed as compared with the previous year to assist in locating unlicensed dogs.

Section 2: Every Township, Village or City Treasurer shall receive a sum to be determined from time to time for each dog they license between December 1 and the last day of February.

Section 3: The fees and expenses as established by this Ordinance may be changed from time to time on or before November 1 of each year by the Board.

Section 4: All other fees relating to the Animal Control Department shall be determined by the Board.

**ARTICLE XIV**  
**Animal Control Department**

Section 1: The Animal Control Officer shall be the Department Manager.

Section 2: The Animal Control Shelter and equipment is assigned to the Animal Control Department.

Section 3: The annual operating budget shall be prepared and submitted by the Manager.

Section 4: The Animal Control Officer and Deputies shall dress in a uniform suitable for a law enforcement officer.

~~Section 5: The Animal Control Department will have an Animal Control Committee made up of three (3) members of the Board.~~

ARTICLE XV  
Preservation of Certain Rights

Section 1: Nothing in this Ordinance shall be construed to prevent the owner of a licensed dog from recovery in an action of law from any peace officer or any other person, except as herein provided.

Section 2: Nothing in this Ordinance shall be construed as limiting the common law liability of the owner of a dog or other animal for damages committed by a dog or other animal.

ARTICLE XVI  
Construction

Section 1: When not inconsistent with the context words used in the present tense include the future and past tense. Words in the singular include the plural and words in the plural include the singular. Masculine shall include the feminine and neuter. The word "shall" is always mandatory and not merely directive. Words or terms not defined herein shall be interpreted in the manner of their common meaning. Headings shall be deemed for convenience and shall not limit the scope of any article of this Ordinance.

Section 2: The regulations of this Ordinance are minimum standards supplemental to the rules and regulations duly enacted by appropriate Michigan Departments and the Acts of the State of Michigan. Where any provision of this Ordinance is a conflict with State Acts the State Act shall prevail.

Section 3: All ordinances or parts of ordinances or policies inconsistent herewith are hereby repealed.

COUNTY OF OTSEGO

By: \_\_\_\_\_  
Kenneth C. Borton, Chairman

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

**OTSEGO COUNTY  
Board of Commissioners**



**EXECUTIVE SUMMARY**

<b>AGENDA ITEM:</b>  Budget & Finance Committee Recommendations: 1. 2017 Budget Calendar	<b>AGENDA DATE:</b>  June 28, 2016
<b>AGENDA PLACEMENT:</b>  Consent Agenda, B.	<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 June 15, 2016 regular meeting, the Budget & Finance Committee recommended the enclosed Budget Calendar. The meetings will be to discuss the FY 2017 Budget for the County.

**RECOMMENDATION:**

Staff requests the approval 2017 Budget Calendar.



**Otsego**  
**COUNTY**  
M I C H I G A N

## FISCAL YEAR 2017 BUDGET CALENDAR

### **2016**

- June 28 Board approve calendar
- July 8 Finance Director prepares budget packets for distribution to departments. Management Team members asked to complete line item descriptions, equipment request lists, and their requested 2017 budget figures using designated format.
- July 29 Departments submit completed budget requests, line item descriptions, and equipment lists to the Finance Director.
- Weeks of August 1&8 Administration staff conducts initial review of department budgets with department heads and elected officials as necessary.
- September 1 Component Units Budgets Due to Finance Director (Parks, Library, U Ctr, EMS, Road Cmsn, Cmsn on Aging, Bus, Sportsplex, M-TEC)
- September 9 General Fund Budget submitted to Budget and Finance Committee Members (all other funds submitted during the Budget Workshops).
- September 27 Board Adopts budgets for September 30 year-end funds, Bus and Cmsn on Aging

### **BUDGET WORKSHOPS:**

- September 13 Budget & Finance Cmt Meeting, Budget Workshop – 1:30 p.m., Room 212
- September 20 Budget & Finance Cmt Meeting, Budget Workshop – 1:30 p.m., Room 212
- September 27 Budget & Finance Cmt Meeting, Budget Workshop – 1:30 p.m., Room 212
- October 4 Budget & Finance Cmt Meeting, Budget Workshop – 1:30 p.m., Room 212
- November 9 Budget & Finance Cmt Meeting, Budget Workshop – 1:30 p.m., Room 212

- November 15&18 Public Hearing notices published in Gaylord Herald Times
- November 16 Budget to Otsego County Clerk's Office and Online, Available for Public Review
- November 22 Board holds Truth-in-Taxation hearing and Public Hearing on the Budget. Adopts General Appropriations Act resolution.

All Budget Work Sessions will be conducted in Room 212 of the downtown County Building, 225 West Main, Gaylord, MI 49735. In compliance with the Americans with Disabilities Act, persons requiring assistance to fully participate in the meeting should contact the County Administrator's office 12 hours prior to the meeting.

**OTSEGO COUNTY  
Board of Commissioners**



**EXECUTIVE SUMMARY**

<b>AGENDA ITEM:</b>  Housing Committee Recommendation, 1. Housing Committee Reappointment (Berlin)	<b>AGENDA DATE:</b>  June 28, 2016
<b>AGENDA PLACEMENT:</b>  Consent Agenda, 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 County's Housing Committee has requested the reappointment of Charles Berlin to the Housing Committee to term ending December 31, 2019.

**RECOMMENDATION:**

Staff requests the appointment of Charles Berlin to the Housing Committee to a term ending December 31, 2019.

**TERM EXPIRES ON:  
12/31/2019**



**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?

Re-appoint - Otsego County Housing Committee

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

**Please print or type.**

**Name:** Charles Berlin

**Address:** 230 Crestwood Drive Gaylord **Zip Code** 49735

**Telephone:** 989-732-9655 **Other:** 989-350-5401

**Email address:** patch55@charter.net

**Date available for appointment** 05/01/16

**County Commission District** District VII

Are you a registered voter in Otsego County?  Yes  No

If yes, which township, city or village? Bagley

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.

Otsego County Housing Committee, Otsego County Veterans Affairs, Michigan Veterans Trust Fund, RSVP and  
volunteer driver for Veteran Affairs- transports veterans from and to their home and VA Hospital appointments.  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**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.

B.A. Hillsdale College, Banker, 32 years  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

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.

Ten years as an installment loan and real estate mortgage lender. Twenty-two years as a commercial lender.

Senior Loan officer and C.E.O.  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

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

Charles F. Berles  
Signature

6-6-16  
Date

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

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

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

**spremo@otsegocountymi.gov**

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

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



**EXECUTIVE SUMMARY**

<b>AGENDA ITEM:</b>  OCR 16-19 Magistrate Appointment (Howard)	<b>AGENDA DATE:</b>  June 28, 2016
<b>AGENDA PLACEMENT:</b>  Consent Agenda, D.	<b>ACTION REQUESTED:</b>  Motion to Approve
<b>STAFF CONTACT(S):</b>  John Burt, County Administrator	<b>ATTORNEY REVIEW:</b>  Yes

**BACKGROUND/DISCUSSION:**

The local Courts have approved the appointment of Wendy Howard as a non-attorney magistrate. The County Board must also approve the appointment request via resolution.

**RECOMMENDATION:**

Staff requests Board adoption of the proposed resolution OCR 16-19.

## **OCR 16-19**

### **APPROVING THE APPOINTMENT OF COURT MAGISTRATE**

Otsego County Board of Commissioners

June 28, 2016

Pursuant to MCLA 600.8521, MSA 227A.8521, the Otsego County Board of Commissioners has reviewed the following listed Magistrate duly appointed by the Honorable Patricia A. Morse, Chief Judge of the 87-A District Court.

**Wendy Howard**

The Otsego County Board of Commissioners does hereby approve the appointment of this Magistrate for Otsego County.

## John M. Burt

---

**From:** Vicki Courterier  
**Sent:** Tuesday, June 21, 2016 10:26 AM  
**To:** John M. Burt  
**Cc:** Tracey Cruz  
**Subject:** Resolution Magistrate Howard-06-21-16  
**Attachments:** Howard Appointment.pdf; Resolution Magistrate Howard-06-21-16.doc

John:

Attached is an LAO appointing Wendy Howard as a non-attorney magistrate that has been approved by SCAO, as well as a Resolution. Can you please put this on the commissioner's meeting agenda and forward a signed copy of the Resolution if/when it is approved?

Thanks.  
Vicki

JANET M. ALLEN  
MICHAEL K. COOPER  
PATRICIA A. MORSE  
GEORGE J. MERTZ  
Judges

VICTORIA A. COURTERIER  
Court Administrator/Magistrate

CATHY VOUGHT  
Friend of the Court



**STATE OF MICHIGAN**

COUNTY OF OTSEGO  
46<sup>th</sup> CIRCUIT COURT  
87-A DISTRICT COURT  
OTSEGO COUNTY PROBATE COURT  
[www.circuit46.org](http://www.circuit46.org)

**PLEASE REPLY TO:**

- 800 Livingston Blvd. Ste 1C  
Gaylord, MI 49735  
Circuit Ph: (989) 731-0225 ☐  
Family Ph: (989) 731-0214 ☐  
Probate Ph: (989) 731-0204 ☐  
District Ph: (989) 731-0201 ☐
- Friend of the Court:  
800 Livingston Blvd. Suite 1A  
Gaylord, MI 49735  
Ph: (989) 731-7450
- 800 Livingston Blvd. Suite 3B  
Gaylord, MI 49735

**LOCAL ADMINISTRATIVE ORDER D87A-2016-01**

**APPOINTMENT OF NON-ATTORNEY MAGISTRATE**

In accordance with Administrative Order 2009-6, effective January 1, 2010, and MCL 600.8501 and 600.8503, and upon approval of the State Court Administrative Office (SCAO),

**IT IS ORDERED:**

1. The judges of the 87-A District Court appoint Wendy A. Howard as magistrate with the approval of Otsego County. The magistrate's contact information is:

Name	Wendy A. Howard
Court Address	800 Livingston Blvd., Suite 1C Gaylord, MI 49735
Phone Number	(989) 731-0217
E-mail Address	whoward@otsegocountymi.gov

It is the responsibility of the magistrate to notify the State Court Administrative Office of changes in the individual's contact information during the course of the appointment.

2. Wendy A. Howard:
  - a. Is a registered elector in the county of Otsego.
  - b. Will serve at the pleasure of the judges of the district court.
  - c. Will take the constitutional oath of office.
  - d. Will file a performance bond in the amount of \$50,000 with the Otsego County treasurer and chief judge.
  - e. Will complete a training course in traffic law adjudication and sanctions given by SCAO.
3. Magistrate Wendy A. Howard is authorized to perform the following duties:

a. Arraign and sentence upon pleas of guilty or nolo contendere for violations of the following acts or parts of acts, or local ordinances substantially corresponding to the following acts or parts of acts, if the maximum permissible punishment does not exceed 90 days in jail, a fine, or both [MCL 600.8511(a)]:

- 1) SPORT FISHING, part 487 of the natural resources and environmental protection act, MCL 324.48701 to 324.48740;
- 2) WILDLIFE CONSERVATION, part 401 of the natural resources and environmental protection act, MCL 324.40101 to 324.40120;
- 3) MARINE SAFETY, part 801 of the natural resources and environmental protection act, MCL 324.80101 to 324.80199;
- 4) MOTOR CARRIER ACT, MCL 475.1 to 479.43;
- 5) MOTOR CARRIER SAFETY ACT, MCL 480.11 to 480.25;
- 6) DOG LAW OF 1919, MCL 287.261 to 287.290;
- 7) MICHIGAN LIQUOR CONTROL CODE, MCL 436.1703 and 436.1915;
- 8) GENERAL POWERS AND DUTIES, part 5 of the natural resources and environmental protection act, MCL 324.501 to 324.513;
- 9) LITTERING, part 89 of the natural resources and environmental protection act, MCL 324.8901 to 324.8907;
- 10) HUNTING AND FISHING LICENSES, part 435 of the natural resources and environmental protection act, MCL 324.43501 to 324.43561;
- 11) RECREATIONAL TRESPASS, part 731 of the natural resources and environmental protection act, MCL 324.73101 to 324.73111; and
- 12) TRESPASS, MCL 750.546 to 750.552c.

b. Arraign and sentence upon pleas of guilty or nolo contendere for violations of the Michigan vehicle code, MCL 257.1 to 257.923, or local ordinances substantially corresponding to provisions of the Michigan vehicle code, if the maximum permissible punishment does not exceed 93 days in jail, a fine, or both, except for violations of MCL 257.625 and 257.625m or local ordinances substantially corresponding to these

provisions. However, the magistrate is authorized to arraign defendants and set bond with regard to violations of MCL 257.625 and 257.625m or local ordinances substantially corresponding to these provisions. [MCL 600.8511(b)]

c. Arraign and sentence upon pleas of guilty or nolo contendere for violations of the following acts, if the maximum permissible punishment does not exceed 93 days in jail, a fine, or both [MCL 600.8511(c)]:

1) OFF-ROAD RECREATION VEHICLES, part 811 of the natural resources and environmental protection act, MCL 324.81101 to 324.81150 or local ordinances substantially corresponding to these provisions, except for violations of MCL 324.81134 and 324.81135. However, the magistrate is authorized to arraign defendants and set bond with regard to violations of MCL 324.81134 and 324.81135; and

2) SNOWMOBILE, part 821 of the natural resources and environmental protection act, MCL 324.82101 to 324.82160 or local ordinances substantially corresponding to these provisions, except for violations of MCL 324.82128 and 324.82129. However, the magistrate is authorized to arraign defendants and set bond with regard to violations of MCL 324.82128 and 324.82129.

d. Accept pleas of guilty or nolo contendere and impose sentence for misdemeanor or ordinance violations punishable by fines and that are not punishable by imprisonment by the terms of the statutes or ordinances creating the offenses. [MCL 600.8512a(b)]

e. Issue search warrants under general authorization. [MCL 600.8511(g); MCL 780.651(4)]

f. Issue warrants for the arrest of persons upon written authorization of the prosecuting or municipal attorney and set pre-arraignment bonds. Written authorization is not required for vehicle law or ordinance violations within the jurisdiction of the magistrate, if a police officer issued a traffic citation in accordance with MCL 257.728 and the defendant failed to appear. [MCL 600.8511(e); MCL 764.1(5)]

g. Fix bail and accept bond in all criminal cases. [MCL 600.8511(f)] Set bond and order the defendant to appear before the circuit court in the county for a hearing when the person has been arrested for violation of a personal protection order and the circuit court judge will not be present or available within 24 hours after an arrest. [MCL 764.15b(3)]

h. Conduct first appearances of defendants before the court in all criminal and ordinance violation cases, including acceptance of any written demand or waiver of preliminary examination and acceptance of any written demand or waiver of jury trial. However, the magistrate may

only accept pleas of guilty or nolo contendere expressly authorized under MCL 600.8511 or MCL 600.8512a. [MCL 600.8513(1)]

i. Conduct arraignments for a contempt of court violation or a probation violation, if the violation arises directly out of a criminal case for which the magistrate has authority to conduct the first appearance and involves the same defendant, and if the maximum permissible penalty for the offense does not exceed one year in jail, a fine, or both. The magistrate may accept a plea and set bond, but may not conduct a contempt or probation violation hearing or sentencing. [MCL 600.8511(d)]

j. Hear and preside over civil infraction admissions, admissions with explanation, motions to set aside default or withdraw admissions, and conduct informal hearings in civil infraction actions, and impose all sanctions allowed by statute, under the authority of MCL 600.8512a(a), MCL 600.8512 (traffic and parking civil infractions), 600.8719 (municipal civil infractions), MCL 600.8819 (state civil infractions), and other applicable sections of these acts. Informal hearings involving traffic or parking violations shall not be conducted until the magistrate has successfully completed the SCAO training course in traffic law adjudication and sanctions.

k. Approve and grant petitions for the appointment of attorneys to represent indigent defendants accused of misdemeanor offenses punishable by imprisonment for not more than one year or ordinance violations punishable by imprisonment. [MCL 600.8513(2)(a)]

l. Suspend payment of court fees by indigent parties in civil, small claims, or summary proceedings actions, until after judgment has been entered. [MCL 600.8513(2)(b)]

m. Upon written authorization of the prosecuting or city attorney, sign nolle prosequis, dismissing any criminal or ordinance violation cases over which the district court has jurisdiction and release any bail bonds or bail bond deposits to the persons entitled to them, unless the preliminary examination or trial has commenced or a plea of guilty or nolo contendere has been accepted by a district court judge. [MCL 600.8513(2)(c)]

n. Execute and issue process to effectuate authority expressly granted by law to district court magistrates. [MCL 600.8513(2)(d)]

o. Administer oaths and affirmations and take acknowledgments in writing. [MCL 600.8317]

p. Perform marriages and charge a fee of \$10 which shall be deposited with the court for transmission to the funding unit at the end of each month. [MCL 600.8316]

**OTSEGO COUNTY  
Board of Commissioners**



**EXECUTIVE SUMMARY**

<b>AGENDA ITEM:</b>  Brownfield Redevelopment Authority Reappointment (Kassuba)	<b>AGENDA DATE:</b>  June 28, 2016
<b>AGENDA PLACEMENT:</b>  Consent Agenda, E.	<b>ACTION REQUESTED:</b>  Motion to Approve
<b>STAFF CONTACT(S):</b>  John Burt, County Administrator	<b>ATTORNEY REVIEW:</b>  Yes

**BACKGROUND/DISCUSSION:**

Vern Kassuba's term on the County's Brownfield Redevelopment Authority expires on July 31. Mr. Kassuba wishes to continue to serve on the Committee. The appointment will be through December 31, 2019.

**RECOMMENDATION:**

Staff requests Board reappoint Vern Kassuba to the Brownfield Development Authority to a term ending December 31, 2019.



**TERM EXPIRES ON:  
12/31/2019**

**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?

RE-APPOINTMENT TO THE BROWNFIELD REDEVELOPMENT AUTHORITY

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

**Please print or type.**

Name: VERNON KASSUBA

Address: PO BOX 334, VANDERBILT, MI Zip Code 49795

Telephone: 989-983-3993 Other: 989-370-3174

Email address: VJKASSUBA@HOTMAIL.COM

Date available for appointment IMMEDIATELY

County Commission District 3

Are you a registered voter in Otsego County?  Yes  No

If yes, which township, city or village? CORWITH TOWNSHIP

q. Issue summonses to appear and show cause why the animal should not be destroyed, issue other preliminary orders, conduct hearings, and make necessary dispositive orders, regarding animals alleged to be dangerous and to have caused serious injury or death to a person or a dog. [MCL 287.322]

r. Conduct probable cause conferences and all matters allowed at the probable cause conference, except for the taking of pleas and sentencing, under MCL 766.4. [MCL 600.8511(h)]

s. Issue a suppression order for a search warrant affidavit. [MCL 780.651(9)]

t. Issue a suppression order for a search warrant tabulation until the final disposition of the case unless otherwise ordered. [MCL 780.655(2)]

Effective Date: July 1, 2016

Date: 5-31-2016

  
Patricia A. Morse, Chief Judge  
87-A District Court

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.

~~OTSEGO COUNTY BROWNFIELD REDEVELOPMENT AUTHORITY; HOLY REDEEMER CHURCH COUNCIL; FINANCIAL COMMITTEE AT VOLUNTEER CENTER OTSEGO COUNTY; ACTIVE MEMBER-KNIGHTS OF COLUMBUS; MEMBER OF THE ANTIQUE FLYWHEELERS CLUB.~~

---

---

---

---

**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.

~~CERTIFIED ASSESSOR LEVEL II; COAST GUARD AUXILIARY; CERTIFIED RESIDENTIAL WIRING COMMUNITY INSTRUCTION COURSE; GRADUATE OF ST. MARY'S HIGH SCHOOL; CORWITH TOWNSHIP SUPERVISOR (1990-2008); CORWITH TOWNSHIP ASSESSOR (1990-PRESENT); CHARLEVOIX COUNTY ROAD COMMISSION SAFETY COORDINATOR (1998-PRESENT); UNION STEWARD (2003-PRESENT).~~

---

---

---

---

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 FARMER AND LANDOWNER IN OTSEGO COUNTY WITH AN INTEREST IN QUALITY OF LIFE AND NATURAL RESOURCE PRESERVATION.**

---

---

---

---

---

---

---

---

---

---

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

        *Sprem J. Kassuba*          
Signature

        6-20-16          
Date

**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.*

**BALANCE SHEET -- BOARD DISCRETIONARY FUNDS -- MAY 31, 2016**

	<u>GENERAL FUND</u>	<u>PUBLIC IMPROVEMENT</u>	<u>BUDGET STABILIZATION</u>	<u>LEGAL DEFENSE</u>	<u>EQUIPMENT FUND</u>
<b>ASSETS</b>					
CASH	333,841.21	676,062.18	1,462,986.83	112,456.00	142,138.59
INVESTMENTS	824,992.01	600,000.00	22,568.51	-	-
IMPREST CASH	10,665.00	-	-	-	-
TAXES RECEIVABLE	233,186.63	-	-	-	-
ACCOUNTS RECEIVABLE	-	126,791.55	-	-	-
DUE FROM STATE	-	-	-	-	-
DUE FROM OTHER FUNDS	-	72,740.32	-	-	-
LONG TERM ADV TO OTHER FDS	-	53,366.37	-	-	-
LONG TERM ADV TO EMS	-	273,848.08	-	-	-
POSTAGE INVENTORY	2,057.72	-	-	-	-
SUPPLIES INVENTORY	14,606.09	-	-	-	-
PREPAID EXPENSE	10,757.47	-	-	-	-
<b>TOTAL ASSETS</b>	<u>1,430,106.13</u>	<u>1,802,808.50</u>	<u>1,485,555.34</u>	<u>112,456.00</u>	<u>142,138.59</u>
<b>LIABILITIES</b>					
ACCOUNTS PAYABLE	-	-	-	-	-
ACCRUED WAGES PAYABLE	-	-	-	-	-
DUE TO OTHER FUNDS	-	-	-	-	-
DEFERRED REVENUE	28,686.63	-	-	-	-
<b>TOTAL LIABILITIES</b>	<u>28,686.63</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
<b>FUND BALANCE</b>					
NONSPENDABLE/ASSIGNED/RESTRICTED	74,432.88	-	-	-	-
UNASSIGNED	1,326,986.62	1,802,808.50	1,485,555.34	112,456.00	142,138.59
<b>TOTAL FUND BALANCE</b>	<u>1,401,419.50</u>	<u>1,802,808.50</u>	<u>1,485,555.34</u>	<u>112,456.00</u>	<u>142,138.59</u>
<b>TOTAL LIABS &amp; FUND BALANCE</b>	<u>1,430,106.13</u>	<u>1,802,808.50</u>	<u>1,485,555.34</u>	<u>112,456.00</u>	<u>142,138.59</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 - - MAY 31, 2016**

	<u>CAPITAL PROJECTS</u>	<u>DEBT SERVICE</u>	<u>HEALTH CARE</u>
<b>ASSETS</b>			
CASH	341,745.17	-	69,120.47
RESERVED CASH	250,000.00	-	
INVESTMENTS	100,000.00	-	200,000.00
IMPREST CASH	-	-	2,000.00
TAXES RECEIVABLE	-	-	-
ACCOUNTS RECEIVABLE	-	-	2,546.97
DUE FROM STATE	-	-	-
DUE FROM OTHER FUNDS	8,000.00	760,000.00	-
LONG TERM ADV TO OTHER FDS	-	-	-
LONG TERM ADV TO EMS	-	-	-
POSTAGE INVENTORY	-	-	-
SUPPLIES INVENTORY	-	-	-
PREPAID EXPENSE	-	-	15,645.96
<b>TOTAL ASSETS</b>	<u>699,745.17</u>	<u>760,000.00</u>	<u>289,313.40</u>
<b>LIABILITIES</b>			
ACCOUNTS PAYABLE	-	-	-
ACCRUED WAGES PAYABLE	-	-	-
DUE TO OTHER FUNDS	-	-	-
DEFERRED REVENUE	-	760,000.00	-
<b>TOTAL LIABILITIES</b>	-	<u>760,000.00</u>	-
<b>FUND BALANCE</b>			
NONSPENDABLE/ASSIGNED/RESTRICTED	-	-	-
UNASSIGNED	699,745.17	-	289,313.40
<b>TOTAL FUND BALANCE</b>	<u>699,745.17</u>	-	<u>289,313.40</u>
<b>TOTAL LIABS &amp; FUND BALANCE</b>	<u>699,745.17</u>	<u>760,000.00</u>	<u>289,313.40</u>

**OTSEGO COUNTY - BOARD DISCRETIONARY FUNDS**

**BUDGET REPORT**

**YEAR TO DATE THROUGH MAY 31, 2016**

GL NUMBER	YTD BALANCE 05/31/2015	2016 AMENDED BUDGET	YTD BALANCE 05/31/2016	AVAILABLE BALANCE	% COLLECTED/ SPENT
<b>Fund 101 - GENERAL FUND</b>					
<b>REVENUES</b>					
010-PROPERTY TAXES	320,886.18	4,663,000.00	304,303.87	4,358,696.13	6.53
015-STATE UNRESTRICTED REVENUE	207,132.00	630,799.00	186,262.00	444,537.00	29.53
025-INTEREST EARNINGS	44,567.57	125,000.00	61,601.36	63,398.64	49.28
030-OTHER REVENUE	33,436.05	348,000.00	33,846.49	314,153.51	9.73
050-SPECIAL ITEMS/TRANSFERS	141,781.85	265,251.00	81,194.00	184,057.00	30.61
131-CIRCUIT COURT	65,032.27	209,950.00	62,582.73	147,367.27	29.81
132-LEIN FEES	1,312.50	11,800.00	2,625.00	9,175.00	22.25
133-DRUG COURT GRANT	44,898.46	142,608.00	26,745.09	115,862.91	18.75
134-RDSS TRANSPORT GRANT	1,614.18	15,000.00	1,930.20	13,069.80	12.87
136-DISTRICT COURT	193,351.80	477,029.00	231,316.29	245,712.71	48.49
145-JURY COMMISSION	0.00	5,500.00	0.00	5,500.00	0.00
148-PROBATE COURT	51,129.85	183,500.00	51,016.81	132,483.19	27.80
166-FAMILY COUNSELING SERVICES	2,585.10	4,000.00	1,022.84	2,977.16	25.57
215-COUNTY CLERK/ROD	110,238.92	268,750.00	102,294.04	166,455.96	38.06
253-TREASURER	385.00	8,550.00	2,026.00	6,524.00	23.70
257-EQUALIZATION	18,345.75	36,700.00	736.00	35,964.00	2.01
267-PROSECUTOR	14,732.11	47,900.00	16,145.37	31,754.63	33.71
268-CHILD SUPPORT SPECIALIST-PROS ATTY	7,812.34	48,000.00	(0.01)	48,000.01	0.00
301-SHERIFF	10,687.89	16,500.00	3,771.22	12,728.78	22.86
302-SHERIFF - CIVIL DIVISION	7,611.55	16,000.00	13,316.44	2,683.56	83.23
320-JUSTICE TRAINING	(1,189.77)	0.00	905.67	(905.67)	100.00
331-MARINE SAFETY	0.00	4,000.00	0.00	4,000.00	0.00
332-MOTORCYCLE SAFETY EDUCATION	2,638.80	70,941.00	4,405.00	66,536.00	6.21
333-SNOW/MOBILE GRANT	0.00	10,000.00	0.00	10,000.00	0.00

**Information on these pages is intended for mangement purposes only.**

**The information is unaudited and is prepared using the modified cash basis of accounting.**

GL NUMBER	YTD BALANCE 05/31/2015	2016 AMENDED BUDGET	YTD BALANCE 05/31/2016	AVAILABLE BALANCE	% COLLECTED/ SPENT
334-SECONDARY ROAD PATROL	18,323.00	40,000.00	41,317.00	(1,317.00)	103.29
336-OFF-ROAD VEHICLE GRANT	0.00	5,000.00	0.00	5,000.00	0.00
351-JAIL	17,129.90	69,600.00	5,899.06	63,700.94	8.48
427-EMERGENCY SERVICES	(2,616.68)	6,100.00	(381.02)	6,481.02	(6.25)
450-REMONUMENTATION	18,973.20	34,788.00	13,915.20	20,872.80	40.00
721-PLANNING / ZONING	35,355.00	93,235.00	61,790.00	31,445.00	66.27
<b>TOTAL Revenues</b>	<b>1,366,154.82</b>	<b>7,857,501.00</b>	<b>1,310,586.65</b>	<b>6,546,914.35</b>	<b>16.68</b>
<b>EXPENDITURES</b>					
101-COMMISSIONERS	70,143.94	195,257.00	76,772.29	118,484.71	39.32
105-OTHER LEGISLATIVE	21,223.56	21,242.00	11,882.28	9,359.72	55.94
131-CIRCUIT COURT	383,408.64	1,086,004.00	379,709.98	718,234.69	34.58
132-LEIN FEES	1,750.00	11,800.00	3,515.00	8,285.00	29.79
133-DRUG COURT GRANT	38,785.87	134,104.00	33,835.06	100,268.94	25.23
134-RDSS TRANSPORT GRANT	2,509.52	15,000.00	1,933.35	13,066.65	12.89
136-DISTRICT COURT	26,795.43	68,606.00	25,193.02	43,412.98	36.72
145-JURY COMMISSION	4,779.37	33,950.00	7,940.18	26,009.82	23.39
148-PROBATE COURT	70,601.77	173,620.00	66,058.94	107,561.06	38.05
149-PROBATION/PAROLE	300.17	1,500.00	470.84	1,029.16	31.39
166-FAMILY COUNSELING SERVICES	350.00	4,000.00	1,750.00	2,250.00	43.75
172-COUNTY ADMINISTRATOR	32,846.00	160,629.00	40,157.00	120,472.00	25.00
201-FINANCE DEPARTMENT	21,630.00	109,775.00	27,444.00	82,331.00	25.00
215-COUNTY CLERK/ROD	100,916.07	277,803.00	103,471.69	174,331.31	37.25
223-EXTERNAL AUDIT	13,500.00	11,267.00	27,000.00	(15,733.00)	239.64
228-INFORMATION TECHNOLOGY	14,850.10	60,781.00	13,322.23	47,458.77	21.92
253-TREASURER	44,183.82	129,454.00	45,963.80	83,490.20	35.51
257-EQUALIZATION	99,455.68	213,509.00	86,232.81	127,276.19	40.39
261-COOPERATIVE EXTENSION	26,384.15	58,980.00	27,095.38	31,884.62	45.94
262-ELECTIONS	765.91	25,740.00	13,984.88	11,755.12	54.33
265-BUILDING AND GROUNDS	75,000.00	280,000.00	70,000.00	210,000.00	25.00
267-PROSECUTOR	158,622.32	500,532.00	186,921.21	313,610.79	37.34

GL NUMBER	YTD BALANCE 05/31/2015	2016 AMENDED BUDGET	YTD BALANCE 05/31/2016	AVAILABLE BALANCE	% COLLECTED/ SPENT
268-CHILD SUPPORT SPECIALIST-PROS ATTY	18,543.16	54,797.00	18,568.07	36,228.93	33.89
270-HUMAN RESOURCES	17,468.00	86,707.00	21,677.00	65,030.00	25.00
278-SURVEYOR	0.00	200.00	0.00	200.00	0.00
280-OTSEGO CONSERVATION DISTRICT	4,000.00	4,000.00	4,000.00	0.00	100.00
301-SHERIFF	287,887.11	905,596.00	273,931.30	631,664.70	30.25
302-SHERIFF - CIVIL DIVISION	16,579.99	36,747.00	18,063.46	18,683.54	49.16
306-SANE	20,000.00	20,000.00	20,000.00	0.00	100.00
320-JUSTICE TRAINING	1,982.03	0.00	651.00	(651.00)	100.00
331-MARINE SAFETY	318.07	7,905.00	131.41	7,773.59	1.66
332-MOTORCYCLE SAFETY EDUCATION	5,432.88	70,941.00	7,732.34	63,208.66	10.90
333-SNOWMOBILE GRANT	2,636.89	4,714.00	232.53	4,481.47	4.93
334-SECONDARY ROAD PATROL	29,909.03	75,030.00	30,480.33	44,549.67	40.62
336-OFF-ROAD VEHICLE GRANT	198.49	8,514.00	87.16	8,426.84	1.02
351-JAIL	374,203.39	1,050,864.00	394,894.57	655,969.43	37.58
427-EMERGENCY SERVICES	7,500.00	30,000.00	7,500.00	22,500.00	25.00
445-DRAINS	0.00	4,500.00	0.00	4,500.00	0.00
450-REMONUMENTATION	0.00	34,788.00	0.00	34,788.00	0.00
601-DISTRICT HEALTH	47,782.50	195,909.00	97,954.50	97,954.50	50.00
605-COMMUNICABLE DISEASES	500.00	500.00	500.00	0.00	100.00
631-SUBSTANCE ABUSE	29,405.00	86,246.00	0.00	86,246.00	0.00
648-MEDICAL EXAMINER	26,228.82	85,650.00	36,528.57	49,121.43	42.65
649-MENTAL HEALTH	0.00	94,003.00	23,500.75	70,502.25	25.00
681-VETERANS BURIAL	2,368.80	7,400.00	3,316.50	4,083.50	44.82
682-VETERANS AFFAIRS	18,506.46	58,841.00	19,083.91	39,757.09	32.43
721-PLANNING / ZONING	20,367.00	94,591.00	23,605.86	70,985.14	24.96
729-CHAMBER OF COMMERCE	997.50	1,050.00	0.00	1,050.00	0.00
731-ECONOMIC ALLIANCE	10,000.00	15,000.00	15,000.00	0.00	100.00
851-INSURANCE AND BONDS	(4,768.00)	260,000.00	(6,946.50)	266,946.50	(2.67)
853-HEALTH CARE RETIREES	36,639.20	80,000.00	26,947.20	53,052.80	33.68
864-DISTRIBUTIVE SERVICES	12,898.89	89,108.00	12,729.40	76,378.60	14.29
941-CONTINGENCY	0.00	59,398.00	0.00	59,398.00	0.00

GL NUMBER	YTD BALANCE 05/31/2015	2016 AMENDED BUDGET	YTD BALANCE 05/31/2016	AVAILABLE BALANCE	% COLLECTED/ SPENT
961-APPROPRIATION - HUMAN SVCS	8,904.00	58,904.00	58,904.00	0.00	100.00
962-APPROPRIATION - LGL DFS FUND	12,500.00	0.00	0.00	0.00	0.00
966-APPROPRIATION - AIRPORT	107,140.00	239,281.00	119,641.00	119,640.00	50.00
967-APPROPRIATION - CHILD CARE	58,750.00	285,000.00	71,250.00	213,750.00	25.00
968-APPROPRIATION - FOC	37,099.00	113,264.00	28,316.00	84,948.00	25.00
969-APPROPRIATION - OTHER FUNDS	7,500.00	8,500.00	8,500.00	0.00	100.00
970-APPROPRIATION - EQUIP FUND	60,000.00	15,000.00	15,000.00	0.00	100.00
971-APPROPRIATION - SLDRS SLRS	5,000.00	5,000.00	0.00	5,000.00	0.00
972-APPROPRIATION - CAP PROJ FUND	35,000.00	30,000.00	30,000.00	0.00	100.00
978-APPROPRIATION - MAPPING FUND	6,000.00	6,000.00	0.00	6,000.00	0.00
<b>TOTAL Expenditures</b>	<b>2,534,280.53</b>	<b>7,857,501.00</b>	<b>2,632,434.30</b>	<b>5,237,007.37</b>	<b>33.45</b>
<b>NET OF REVENUES &amp; EXPENDITURES</b>	<b>(1,168,125.71)</b>		<b>(1,321,847.65)</b>		
<b>FUND BALANCE - JANUARY 1, 2016</b>	<b>2,187,918.91</b>		<b>2,497,013.91</b>		
<b>NET OF REVENUES/EXPENDITURES - 2015</b>			<b>226,253.24</b>		
<b>FUND BALANCE ADJUSTMENTS</b>	<b>309,095.00</b>				
<b>FUND BALANCE - MAY 31, 2016</b>	<b>1,328,888.20</b>		<b>1,401,419.50</b>		
<b>Fund 245 - PUBLIC IMPROVEMENT FUND</b>					
<b>REVENUES</b>					
025-INTEREST EARNINGS	7,343.59	20,000.00	8,839.39	11,160.61	44.20
030-OTHER REVENUE	0.00	0.00	153,919.00	(153,919.00)	100.00
050-SPECIAL ITEMS/TRANSFERS	0.00	0.00	153,919.00	(153,919.00)	100.00
090-COURT FEES AND COSTS	0.00	0.00	67,102.00	(67,102.00)	100.00
<b>TOTAL Revenues</b>	<b>7,343.59</b>	<b>20,000.00</b>	<b>383,779.39</b>	<b>(363,779.39)</b>	<b>1,918.90</b>
<b>EXPENDITURES</b>					
901-CAPITAL OUTLAY	0.00	0.00	324,940.00	(324,940.00)	100.00
941-CONTINGENCY	0.00	20,000.00	0.00	20,000.00	0.00
999-TRANSFER OUT	0.00	0.00	50,000.00	(50,000.00)	100.00
<b>TOTAL Expenditures</b>	<b>0.00</b>	<b>20,000.00</b>	<b>374,940.00</b>	<b>(354,940.00)</b>	<b>1,874.70</b>
<b>NET OF REVENUES &amp; EXPENDITURES</b>	<b>7,343.59</b>		<b>8,839.39</b>		

GL NUMBER	YTD BALANCE 05/31/2015	2016 AMENDED BUDGET	YTD BALANCE 05/31/2016	AVAILABLE BALANCE	% COLLECTED/ SPENT
FUND BALANCE - JANUARY 1, 2016	1,768,565.06		1,768,565.06		
NET OF REVENUES/EXPENDITURES - 2015			25,404.05		
FUND BALANCE - MAY 31, 2016	<u>1,775,908.65</u>		<u>1,802,808.50</u>		
<b>Fund 257 - BUDGET STABLIZATION</b>					
<b>REVENUES</b>					
025-INTEREST EARNINGS	6,114.28	9,500.00	368.20	9,131.80	3.88
TOTAL Revenues	<u>6,114.28</u>	<u>9,500.00</u>	<u>368.20</u>	<u>9,131.80</u>	<u>3.88</u>
<b>EXPENDITURES</b>					
941-CONTINGENCY	0.00	9,500.00	0.00	9,500.00	0.00
TOTAL Expenditures	<u>0.00</u>	<u>9,500.00</u>	<u>0.00</u>	<u>9,500.00</u>	<u>0.00</u>
NET OF REVENUES & EXPENDITURES	6,114.28		368.20		
FUND BALANCE - JANUARY 1, 2016	1,485,187.14		1,485,187.14		
FUND BALANCE - MAY 31, 2016	<u>1,491,301.42</u>		<u>1,485,555.34</u>		
<b>Fund 260 - LEGAL DEFENSE FUND</b>					
<b>REVENUES</b>					
025-INTEREST EARNINGS	110.29	0.00	92.98	(92.98)	100.00
050-SPECIAL ITEMS/TRANSFERS	12,500.00	45,000.00	0.00	45,000.00	0.00
TOTAL Revenues	<u>12,610.29</u>	<u>45,000.00</u>	<u>92.98</u>	<u>44,907.02</u>	<u>0.21</u>
<b>EXPENDITURES</b>					
270-HUMAN RESOURCES	29,744.22	45,000.00	10,087.00	34,913.00	22.42
TOTAL Expenditures	<u>29,744.22</u>	<u>45,000.00</u>	<u>10,087.00</u>	<u>34,913.00</u>	<u>22.42</u>
NET OF REVENUES & EXPENDITURES	(17,133.93)		(9,994.02)		
FUND BALANCE - JANUARY 1, 2016	124,457.38		124,457.38		
NET OF REVENUES/EXPENDITURES - 2015			(2,007.36)		
FUND BALANCE - MAY 31, 2016	<u>107,323.45</u>		<u>112,456.00</u>		

GL NUMBER	YTD BALANCE 05/31/2015	2016 AMENDED BUDGET	YTD BALANCE 05/31/2016	AVAILABLE BALANCE	% COLLECTED/ SPENT
<b>Fund 266 - EQUIPMENT FUND</b>					
<b>REVENUES</b>					
030-OTHER REVENUE	1,657.89	0.00	373.97	(373.97)	100.00
050-SPECIAL ITEMS/TRANSFERS	60,080.00	172,220.00	80,044.00	92,176.00	46.48
<b>TOTAL Revenues</b>	<b>61,737.89</b>	<b>172,220.00</b>	<b>80,417.97</b>	<b>91,802.03</b>	<b>46.69</b>
<b>EXPENDITURES</b>					
901-CAPITAL OUTLAY	8,410.67	172,220.00	68,680.87	103,539.13	39.88
<b>TOTAL Expenditures</b>	<b>8,410.67</b>	<b>172,220.00</b>	<b>68,680.87</b>	<b>103,539.13</b>	<b>39.88</b>
<b>NET OF REVENUES &amp; EXPENDITURES</b>	<b>53,327.22</b>		<b>11,737.10</b>		
<b>FUND BALANCE - JANUARY 1, 2016</b>	<b>74,660.82</b>		<b>74,660.82</b>		
<b>NET OF REVENUES/EXPENDITURES - 2015</b>			<b>55,740.67</b>		
<b>FUND BALANCE - MAY 31, 2016</b>	<b>127,988.04</b>		<b>142,138.59</b>		
<b>Fund 499 - CAPITAL PROJECTS FUND</b>					
<b>REVENUES</b>					
025-INTEREST EARNINGS	0.00	0.00	609.19	(609.19)	100.00
030-OTHER REVENUE	0.00	46,905.00	0.00	46,905.00	0.00
050-SPECIAL ITEMS/TRANSFERS	160,000.00	644,700.00	170,000.00	474,700.00	26.37
<b>TOTAL Revenues</b>	<b>160,000.00</b>	<b>691,605.00</b>	<b>170,609.19</b>	<b>520,995.81</b>	<b>24.67</b>
<b>EXPENDITURES</b>					
901-CAPITAL OUTLAY	83,071.24	691,605.00	118,313.49	573,291.51	17.11
941-CONTINGENCY	1,000.00	0.00	0.00	0.00	0.00
<b>TOTAL Expenditures</b>	<b>84,071.24</b>	<b>691,605.00</b>	<b>118,313.49</b>	<b>573,291.51</b>	<b>17.11</b>
<b>NET OF REVENUES &amp; EXPENDITURES</b>	<b>75,928.76</b>		<b>52,295.70</b>		
<b>FUND BALANCE - JANUARY 1, 2016</b>	<b>515,672.33</b>		<b>515,672.33</b>		
<b>NET OF REVENUES/EXPENDITURES - 2015</b>			<b>131,777.14</b>		
<b>FUND BALANCE - MAY 31, 2016</b>	<b>591,601.09</b>		<b>699,745.17</b>		

GL NUMBER	YTD BALANCE 05/31/2015	2016 AMENDED BUDGET	YTD BALANCE 05/31/2016	AVAILABLE BALANCE	% COLLECTED/ SPENT
<b>Fund 569 - DEBT SERVICE</b>					
<b>REVENUES</b>					
050-SPECIAL ITEMS/TRANSFERS	286,212.50	280,275.00	278,950.00	1,325.00	99.53
<b>TOTAL Revenues</b>	<b>286,212.50</b>	<b>280,275.00</b>	<b>278,950.00</b>	<b>1,325.00</b>	<b>99.53</b>
<b>EXPENDITURES</b>					
906-DEBT SERVICE	286,212.50	280,275.00	278,950.00	1,325.00	99.53
<b>TOTAL Expenditures</b>	<b>286,212.50</b>	<b>280,275.00</b>	<b>278,950.00</b>	<b>1,325.00</b>	<b>99.53</b>
<b>NET OF REVENUES &amp; EXPENDITURES</b>	<b>0.00</b>		<b>0.00</b>		
<b>FUND BALANCE - JANUARY 1, 2016</b>	<b>0.00</b>		<b>0.00</b>		
<b>FUND BALANCE - MAY 31, 2016</b>	<b>0.00</b>		<b>0.00</b>		
<b>Fund 647 - HEALTH CARE FUND</b>					
<b>REVENUES</b>					
025-INTEREST EARNINGS	179.38	0.00	2,337.29	(2,337.29)	100.00
485-HEALTH CARE CONTRIBUTIONS	458,053.02	1,040,000.00	510,709.22	529,290.78	49.11
<b>TOTAL Revenues</b>	<b>458,232.40</b>	<b>1,040,000.00</b>	<b>513,046.51</b>	<b>526,953.49</b>	<b>49.33</b>
<b>EXPENDITURES</b>					
851-INSURANCE AND BONDS	529,205.72	1,040,000.00	618,593.22	421,406.78	59.48
<b>TOTAL Expenditures</b>	<b>529,205.72</b>	<b>1,040,000.00</b>	<b>618,593.22</b>	<b>421,406.78</b>	<b>59.48</b>
<b>NET OF REVENUES &amp; EXPENDITURES</b>	<b>(70,973.32)</b>		<b>(105,546.71)</b>		
<b>FUND BALANCE - JANUARY 1, 2016</b>	<b>500,000.00</b>		<b>500,000.00</b>		
<b>NET OF REVENUES/EXPENDITURES - 2015</b>			<b>(105,139.89)</b>		
<b>FUND BALANCE - MAY 31, 2016</b>	<b>429,026.68</b>		<b>289,313.40</b>		

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



**EXECUTIVE SUMMARY**

<b>AGENDA ITEM:</b>  June 21, 2016 Warrant	<b>AGENDA DATE:</b>  June 28, 2016
<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 June 10, 2016 Special Warrant in the amount of \$423.54 and the June 21, 2016 Warrant in the amount of \$70,623.35: Totaling \$71,046.89.

**RECOMMENDATION:**

Staff requests approval of the warrant as detailed above with a total amount of \$71,046.89.

06/20/2016 09:55 AM  
User: dlandrie  
DB: Otsego Co

CHECK DISBURSEMENT REPORT FOR COUNTY OF OTSEGO  
CHECK NUMBER 62041 - 62042

Pa 1/1

Check Date	Bank	Check #	Payee	Description	GL #	Amount
06/10/2016	AP	62041	CONSUMERS	N. MCLAIN DELINQ ELECTRIC	294-683-930.999	271.18
06/10/2016	AP	62042	DTE ENERGY	N. MCLAIN DELINQ GAS BILL	294-683-930.999	152.35
			TOTAL - ALL FUNDS	TOTAL OF 2 CHECKS		423.53

06/20/2016 09:56 AM  
User: dlandrie  
DB: Otsego Co

CHECK DISBURSEMENT REPORT FOR COUNTY OF OTSEGO  
CHECK NUMBER 62041 - 62042

Pa 1/1

---

Total for fund 294 VETERANS' TRUST FUND	423.53
TOTAL - ALL FUNDS	423.53

06/20/2016 09:56 AM  
 User: dlandrie  
 DB: Otsego Co

CHECK DISBURSEMENT REPORT FOR COUNTY OF OTSEGO  
 CHECK DATE FROM 06/21/2016 - 06/21/2016

Pa 1/4

Check Date	Bank	Check #	Payee	Description	GL #	Amount
06/21/2016	AP	1477 (E)	CONSUMERS ENERGY	INV # 100000227239	281-537-930.620	2,201.19
06/21/2016	AP	62043	AMANDA WITT	CAMPING REFUND	208-440-652.030	42.00
06/21/2016	AP	62044	AMERICAN WASTE	1513897 PARK GARBAGE BILL	208-751-920.200	240.00
		62044		1513896 CENTER GARBAGE BILL	208-752-920.200	80.00
						320.00
06/21/2016	AP	62045	ANDREW SAMKOWIAK	MAY 2016	101-133-940.010	160.00
06/21/2016	AP	62046	BLUE CARE NETWORK	JULY 2016	101-131-704.110	5,025.83
		62046		JULY 2016	101-136-704.110	956.54
		62046		JULY 2016	101-148-704.110	1,248.68
		62046		JULY 2016	215-141-704.110	6,116.52
		62046		JULY 2016	292-662-704.110	2,747.10
		62046		JULY 2016	704-000-231.261	4,023.67
						20,118.34
06/21/2016	AP	62047	BRENT BLAIR	CAMPING REFUND	208-440-652.030	42.00
06/21/2016	AP	62048	CATHOLIC HUMAN SERVICES	MAY 2016	101-133-940.010	85.00
06/21/2016	AP	62049	CHARTER COMMUNICATIONS	CABLE BILL	208-752-726.000	144.04
		62049		NEW PHONE SERV. INSTALL	208-752-930.210	153.64
		62049		ACCT # 8245122500044755	281-537-920.410	259.68
						557.36
06/21/2016	AP	62050	CHOICE PUBLICATIONS	CENTER AD 50436	208-752-930.300	96.00
		62050		50434 GROEN AD	209-751-930.300	96.00
						192.00
06/21/2016	AP	62051	CHRISTI PRATT	CAMPING REFUND	208-440-652.030	40.00
06/21/2016	AP	62052	CHRISTIAN BERRYER	CAMPING REFUND	208-440-652.030	42.00
06/21/2016	AP	62053	CITY OF GAYLORD	540 S ILLINOIS	212-430-920.200	35.94
		62053		001254-0000-02 MAY	588-699-920.200	80.94
						116.88
06/21/2016	AP	62054	CORECOMM	JUNE 2016	101-131-930.210	21.95
06/21/2016	AP	62055	DAN JENNINGS	CAMPING REFUND	208-440-652.030	40.00
06/21/2016	AP	62056	DE LAGE LANDEN PUBLIC	JUNE 2016	215-141-920.520	80.74
06/21/2016	AP	62057	DTE ENERGY	GAS BILL	208-752-930.610	66.24
		62057		456939000067 MAY 2016	212-430-930.610	127.20
		62057		463315100024 JUNE	588-699-930.610	239.52
		62057		ACCT# 4569 390 0004 2	637-265-930.610-ALPCT00000	692.07

06/20/2016 09:56 AM  
 User: dlandrie  
 DB: Otsego Co

CHECK DISBURSEMENT REPORT FOR COUNTY OF OTSEGO  
 CHECK DATE FROM 06/21/2016 - 06/21/2016

Pa 2/4

Check Date	Bank	Check #	Payee	Description	GL #	Amount
						1,125.03
06/21/2016	AP	62058	DUNNS	TONER	208-752-726.000	65.44
06/21/2016	AP	62059	ERIK SNYDER	GAYLORD RANGE SET UP	101-332-801.020	319.00
		62059		6/12 CHEBOYGAN BRC	101-332-801.030	725.00
		62059		LODGING REIMBURSEMENT	101-332-930.500	80.00
						<hr/> 1,124.00
06/21/2016	AP	62060	FRANK ZAREMBA	FIREWOOD	208-751-726.000	125.00
06/21/2016	AP	62061	FRONTIER	PARK PHONE BILL	208-751-930.210	229.34
		62061		GROEN PHONE BILL	209-751-930.210	90.60
		62061		ACCT# 989-732-9752-032210-5	261-427-930.210	60.21
		62061		ACCT# 989-732-2373-030804-5	637-265-930.620-ALPCT00000	56.46
						<hr/> 436.61
06/21/2016	AP	62062	GILL ROYS HARDWARE	760412 LIGHT BULBS	208-751-726.000	149.49
		62062		760412 AIR FRESHENER, DISH	208-751-726.025	19.17
		62062		760412 BUNGEE CORDS	208-752-726.000	36.54
		62062		818697 TRASH CAN	208-752-726.025	26.96
		62062		786518 BOWL CLEANER,	209-751-726.025	35.10
						<hr/> 267.26
06/21/2016	AP	62063	GREAT LAKES ENERGY	ELECTRIC BILL	209-751-930.620	67.96
06/21/2016	AP	62064	HOME DEPOT CREDIT	1110262 572796 111021	212-430-726.000	256.40
06/21/2016	AP	62065	JOHNSON OIL COMPANY	45113 REPLACED BELT ON	208-751-726.050	612.59
		62065		GASOLINE	209-751-930.660	19.58
						<hr/> 632.17
06/21/2016	AP	62066	KEVIN JOHN MISIAK	6/5/16 SOO BRC UPDATED	101-332-801.030	681.50
06/21/2016	AP	62067	LANSING SANITARY SUPPLY	887459	208-751-726.025	168.90
06/21/2016	AP	62068	MAXIMUM SECURITY	10821	209-751-726.000	209.94
06/21/2016	AP	62069	MIDLAND COUNTY JUVENILE	5/1/16 TO 5/6/16 PLACEMENT	292-662-930.810	775.00
06/21/2016	AP	62070	MIKE JAROSZ	06/12/16 CHEBOYGAN BRC	101-332-801.030	1,261.50
		62070		FUEL REIMBURSEMENT	101-332-930.660	56.00
						<hr/> 1,317.50
06/21/2016	AP	62071	NEW CENTURY SIGNS	43162	208-752-726.000	188.00
06/21/2016	AP	62072	NEXT STEP COUNSELING,	MAY 2016	292-662-940.010	350.00
06/21/2016	AP	62073	NICK STAUDACHER	CAMPING REFUND	208-440-652.030	42.00
06/21/2016	AP	62074	NORTHERN MICHIGAN	CONVENTION FACILITY PAYMENT	101-631-940.010	17,871.00

06/20/2016 09:56 AM  
 User: dlandrie  
 DB: Otsego Co

CHECK DISBURSEMENT REPORT FOR COUNTY OF OTSEGO  
 CHECK DATE FROM 06/21/2016 - 06/21/2016

Pa 3/4

Check Date	Bank	Check #	Payee	Description	GL #	Amount
06/21/2016	AP	62075	OTSEGO COUNTY BUS	MAY 2016	101-133-930.500	228.00
		62075		MAY 2016	292-662-930.500	255.00
						483.00
06/21/2016	AP	62076	OTSEGO COUNTY TREASURER	WORK CAMP IRONTONE	208-751-940.010-WK RL00000	270.00
		62076		WORK CAMP CENTER	208-752-940.010-WK RL00000	270.00
						540.00
06/21/2016	AP	62077	PRO-BUILD	6037328	208-751-726.050	73.06
06/21/2016	AP	62078	PROTECTION ONE	6/28/16 TO 7/27/16	101-131-940.010	82.59
		62078		6/28/16 TO	101-267-920.410	27.53
		62078		6/28/16 TO 7/27/16	215-141-940.010	44.04
						154.16
06/21/2016	AP	62079	R ELAM PROPERTIES LLC	OTHER INCOME - OVER AND	516-030-694.000	427.56
06/21/2016	AP	62080	REBECCA JAGODA	CAMPING REFUND	208-440-652.030	718.00
06/21/2016	AP	62081	REDWOOD TOXICOLOGY	MAY 2016	101-131-940.010	376.85
		62081		MAY 2016	101-133-940.010	467.00
		62081		MAY 2016	292-662-940.010	7.50
						851.35
06/21/2016	AP	62082	RENEE EDWARDS	JUNE 2016	292-662-940.010	600.00
06/21/2016	AP	62083	SAULT STE MARIE TRIBE -	MAY 2016	292-662-930.810	3,720.00
06/21/2016	AP	62084	SPARTAN SEWER & SEPTIC	82624 TOILET RENTAL LIBKE	208-751-920.200	300.00
		62084		82018 AUGUER & CAMERA LINES	208-752-726.050	400.00
		62084		82018 TOILET	208-752-920.200	265.00
		62084		99538 TOILET RENTAL GROEN	209-751-726.000	90.00
						1,055.00
06/21/2016	AP	62085	SPORT SUPPLY GROUP -	97945597	208-752-726.000	163.78
06/21/2016	AP	62086	TERRANCE M COTTLE	MAY 2016	101-133-940.010	1,920.00
06/21/2016	AP	62087	TIMOTHY BURKE	RANGE SET UP	101-332-801.020	116.00
		62087		6/12 GAYLORD RRC RIDER	101-332-801.030	203.00
						319.00
06/21/2016	AP	62088	TIMOTHY MCPHERSON	6/12 ADMIN FEE 32	101-332-801.020	320.00
		62088		6/12 GAYLORD RRC BRC RIDER	101-332-801.030	290.00
						610.00
06/21/2016	AP	62089	TRACTOR SUPPLY CO-DEPT	GRASS, WEED KILLER, PAINT	209-751-726.000	171.92

06/20/2016 09:56 AM  
User: dlandrie  
DB: Otsego Co

CHECK DISBURSEMENT REPORT FOR COUNTY OF OTSEGO  
CHECK DATE FROM 06/21/2016 - 06/21/2016

Pa 4/4

Check Date	Bank	Check #	Payee	Description	GL #	Amount
06/21/2016	AP	62090	TURNING POINT	MAY 2016 PLACEMENT	292-662-930.810	8,069.50
06/21/2016	AP	62091	UCMAN	2253	208-752-726.000	59.95
06/21/2016	AP	62092	VERIZON WIRELESS	MAY 2016	101-131-930.210	15.66
06/21/2016	AP	62093	WEST PAYMENT CENTER	MAY 2016	101-131-940.010	122.62
		62093		MAY 2016	101-131-940.111	343.10
		62093		MAY 2016	215-141-940.010	132.83
		62093		MAY 2016	269-145-726.210	240.21
						<hr/> 838.76
06/21/2016	AP	62094	WILBER AUTOMOTIVE	13226	208-751-726.000	16.98
06/21/2016	AP	62095	ZAREMBA EQUIPMENT INC	S 96594 MOWER BLADES	208-751-726.050	52.50
			TOTAL - ALL FUNDS	TOTAL OF 54 CHECKS		70,623.35

06/20/2016 09:57 AM  
User: dlandrie  
DB: Otsego Co

CHECK DISBURSEMENT REPORT FOR COUNTY OF OTSEGO  
CHECK DATE FROM 06/21/2016 - 06/21/2016

Pa 1/1

---

Total for fund 101 GENERAL FUND	33,004.35
Total for fund 208 PARKS AND RECREATION	5,238.62
Total for fund 209 GROEN NATURE PRESERVE	781.10
Total for fund 212 ANIMAL CONTROL	419.54
Total for fund 215 FRIEND OF THE COURT	6,374.13
Total for fund 261 911 SERVICE FUND	60.21
Total for fund 269 LAW LIBRARY	240.21
Total for fund 281 AIRPORT	2,460.87
Total for fund 292 CHILD CARE FUND	16,524.10
Total for fund 516 DELINQUENT TAX	427.56
Total for fund 588 TRANSPORTATION FUND	320.46
Total for fund 637 BUILDING AND GROUNDS	748.53
Total for fund 704 PAYROLL IMPREST FUND	4,023.67
TOTAL - ALL FUNDS	70,623.35

# OTSEGO COUNTY Board of Commissioners



## EXECUTIVE SUMMARY

<b>AGENDA ITEM:</b>  June 28, 2016 Warrant	<b>AGENDA DATE:</b>  June 28, 2016
<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 June 28, 2016 Warrant in the amount of \$281,983.17.

### **RECOMMENDATION:**

Staff requests approval of the warrants as detailed above with a total amount of \$281,983.17.

06/23/2016 08:16 AM  
 User: dlandrie  
 DB: Otsego Co

CHECK DISBURSEMENT REPORT FOR COUNTY OF OTSEGO  
 CHECK DATE FROM 06/28/2016 - 06/28/2016

Pa 1/9

Check Date	Bank	Check #	Payee	Description	GL #	Amount
06/28/2016	AP	1478 (E)	CONSUMERS ENERGY	205008880202 IRONTONE	208-751-930.620	1,499.59
		1478 (E)		ACCT# 1000 0016 3053	637-265-930.620-CRTHS00000	3,345.81
		1478 (E)		ACCT# 1030 1585 2710	637-265-930.620-INFO CTR00	107.72
						4,953.12
06/28/2016	AP	1479 (E)	SPEEDWAY SUPERAMERICA		101-301-930.660	2,094.68
		1479 (E)			101-302-930.660	69.54
		1479 (E)			101-332-930.660	49.49
		1479 (E)			101-721-930.660	87.31
		1479 (E)			205-301-930.660	267.14
		1479 (E)			208-752-930.660	300.85
		1479 (E)			210-651-700.000	3,091.39
		1479 (E)			212-430-930.660	435.49
		1479 (E)			249-371-930.660	29.11
		1479 (E)			281-537-930.660	156.74
		1479 (E)			645-172-930.660	78.26
						6,660.00
06/28/2016	AP	1480 (A)	GARY GELOW	JULY 2016	101-131-801.021	11,940.67
06/28/2016	AP	62096	44NORTH	INV#161361 (HRA-JUNE 2016)	647-851-704.110	1,878.85
06/28/2016	AP	62097	44NORTH	JUNE 2016	101-131-704.110	62.36
		62097		JUNE 2016	101-133-704.110	0.95
		62097		JUNE 2016	101-136-704.110	7.45
		62097		JUNE 2016	101-148-704.110	7.45
		62097		JUNE 2016	215-141-704.110	44.70
		62097		JUNE 2016	292-662-704.110	16.89
						139.80
06/28/2016	AP	62098	7TH PROBATE FAMILY	APRIL 2016	292-662-930.810	2,100.00
06/28/2016	AP	62099	ADVANCED CORRECTIONAL	INMATE HEALTH CARE	101-351-930.470	3,458.80
06/28/2016	AP	62100	AIRGAS USA LLC	INVOICE	281-537-920.410	35.94
06/28/2016	AP	62101	ALPINE ANIMAL HOSPITAL	SUPPLIES SPECIALIZED FOOD	212-430-726.000	59.14
		62101		MAY 2016 MEDICAL	212-430-930.471	128.10
		62101		MAY 2016	212-430-930.980	465.25
						652.49

06/23/2016 08:16 AM  
User: dlandrie  
DB: Otsego Co

CHECK DISBURSEMENT REPORT FOR COUNTY OF OTSEGO  
CHECK DATE FROM 06/28/2016 - 06/28/2016

Pa 2/9

Check Date	Bank	Check #	Payee	Description	GL #	Amount
06/28/2016	AP	62102	AMERICAN FIDELITY	JUNE 2016	704-000-231.285	579.15
06/28/2016	AP	62103	AMERICAN FIDELITY	JUNE 2016	704-000-231.285	341.14
06/28/2016	AP	62104	AMERICAN WASTE	1513891 JUNE 2016	212-430-920.410	70.00
		62104		AIRPORT INVOICE	281-537-920.410	115.00
						<hr/> 185.00
06/28/2016	AP	62105	ANTRIM COUNTY CLERK	COURT FEE-GENERAL	101-131-606.040	60.00
		62105		JUROR COMPENSATION	701-000-228.057	25.00
						<hr/> 85.00
06/28/2016	AP	62106	ARROW UNIFORM RENTAL	AIRPORT CARPET RENTAL #	281-537-920.410	36.66
06/28/2016	AP	62107	ARTIC GLACIER USA	ICE	208-751-726.000	120.00
06/28/2016	AP	62108	ARTS AUTO ELECTRIC	01LW2528 STOCK	588-699-726.050	147.90
06/28/2016	AP	62109	AUTO VALUE GAYLORD	259-314281 STOCK	588-699-726.050	36.72
06/28/2016	AP	62110	BARBARA J GOWARD	6/2/16 GUARDIANSHIP REVIEW	101-131-930.500	5.88
		62110		6/2/16 GUARDIANSHIP REVIEW	101-131-930.830	30.00
						<hr/> 35.88
06/28/2016	AP	62111	BENISTAR HARTFORD -	INV# 07012016 ACCT# 06218	647-851-704.110	7,363.14
06/28/2016	AP	62112	BLUE CARE NETWORK	INV# 161630059443 (7/1/16	647-851-704.110	8,527.96
06/28/2016	AP	62113	BLUE CROSS BLUE SHIELD	GROUP#007041908710 (7/1/16	647-851-704.110	57,816.91
06/28/2016	AP	62114	BRUCE TILLINGER	SERVICES THROUGH 06/09/16	249-371-801.027	860.00
06/28/2016	AP	62115	CARMEN POLL	CAMPING REFUND	208-440-652.030	52.00
06/28/2016	AP	62116	CATHERINE ISBELL	6/10/16 TRANSPORT	101-134-930.500	183.60
		62116		6/10/16 TRANSPORT	101-134-940.010	84.00
		62116		6/8/16 TRANSPORT	292-662-930.500	97.20
		62116		6/8/16 TRANSPORT	292-662-930.830	45.00
						<hr/> 409.80
06/28/2016	AP	62117	CENTURY LINK	ACCT 300451601	261-427-930.210	55.37
06/28/2016	AP	62118	CENTURYLINK	TELEPHONE	101-131-930.210	2.87

06/23/2016 08:16 AM  
 User: dlandrie  
 DB: Otsego Co

CHECK DISBURSEMENT REPORT FOR COUNTY OF OTSEGO  
 CHECK DATE FROM 06/28/2016 - 06/28/2016

Check Date	Bank	Check #	Payee	Description	GL #	Amount
		62118		OUTSIDE CONTRACTED SERVICES	261-427-930.210	119.12
						<u>121.99</u>
06/28/2016	AP	62119	CHARLES BERLIN	6/16 HOUSING MTG PER DIEM	233-690-703.040	40.00
		62119		TRAVEL REIMBURSEMENT	233-690-930.500	2.85
						<u>42.85</u>
06/28/2016	AP	62120	CHARTER COMMUNICATIONS	DATA/NETWORK SVCS	101-648-930.240	29.99
06/28/2016	AP	62121	CHRISTIAN BERRYER	CAMPING REFUND	208-440-652.030	42.00
06/28/2016	AP	62122	CHUCKS ELECTRIC OF	936	208-751-726.050	377.00
06/28/2016	AP	62123	CUMMINGS, MCCLOREY,	INV# 229144	260-270-801.020	2,226.00
06/28/2016	AP	62124	CYNTHIA STRANGE	OTHER INCOME - OVER AND	516-030-694.000	7.44
06/28/2016	AP	62125	DARNELLE BOURDEAUX	REFUND OF OVERPAYMENT	647-851-704.110	491.27
06/28/2016	AP	62126	DE LAGE LANDEN PUBLIC		101-267-920.410	98.90
		62126			101-267-930.983	15.22
		62126			101-864-920.410	595.78
		62126			212-430-920.410	141.55
		62126			249-371-920.410	100.42
						<u>951.87</u>
06/28/2016	AP	62127	DEBBIE TROPPINS	REFUND FOR BDAY PARTY	208-442-626.030-GYM_RENTAL	22.50
06/28/2016	AP	62128	DELL MARKETING LP	SUPPLIES	101-131-726.000	191.61
06/28/2016	AP	62129	DELTA DENTAL OF	INV# RIS0001135604 (7/1/16	647-851-704.110	5,977.16
06/28/2016	AP	62130	DELTA DENTAL OF	JULY 2016	101-131-704.110	521.60
		62130		JULY 2016	101-136-704.110	65.99
		62130		JULY 2016	101-148-704.110	110.46
		62130		JULY 2016	215-141-704.110	497.46
		62130		JULY 2016	292-662-704.110	243.02
		62130		JULY 2016	704-000-231.261	359.64
						<u>1,798.17</u>
06/28/2016	AP	62131	DIANA M BOYD	6/2/16	101-131-930.500	14.00
		62131		6/2/16	101-131-930.830	30.00

06/23/2016 08:16 AM  
User: dlandrie  
DB: Otsego Co

CHECK DISBURSEMENT REPORT FOR COUNTY OF OTSEGO  
CHECK DATE FROM 06/28/2016 - 06/28/2016

Pa 4/9

Check Date	Bank	Check #	Payee	Description	GL #	Amount
						44.00
06/28/2016	AP	62132	DUNNS	SUPPLIES	101-131-726.000	83.21
		62132		SUPPLIES	101-131-940.111	102.04
		62132		COPY MAINTENANCE	101-257-726.000	31.05
		62132		DEPT 3589; TONER, COLOR	101-267-930.983	519.48
		62132		JAIL CONTROL CHAIRS/FILE	101-351-920.400	1,740.99
		62132		ACCT#3603 REF#827855-0	101-864-920.410	216.00
		62132		WORK CAMP ADMIN SUPPLIES	205-301-726.000	28.06
		62132		OFFICE SUPPLIES - ALL	249-371-726.000	239.95
		62132		8288900 HIGHLIGHTERS	588-699-726.000	38.29
		62132		8288900 MR. CLEAN, MOPS,	588-699-726.025	248.40
						3,247.47
06/28/2016	AP	62133	ELI ELECTRIC LLC	SERVICES THROUGH 06/09/16	249-371-801.026	1,490.00
06/28/2016	AP	62134	EMMET COUNTY SHERIFF'S	MUTUAL AID (ERT)	101-301-930.600	300.00
06/28/2016	AP	62135	ENGINEERED PROTECTION	INVOICE # A754644 AIRPORT	281-537-920.400	285.00
06/28/2016	AP	62136	FAMILY FARE	RESTITUTION PAYMENTS -	701-000-271.130	74.99
06/28/2016	AP	62137	FRANK ZAREMBA	112468	208-751-726.000	250.00
06/28/2016	AP	62138	GARCIA CLINICAL	INMATE MEDICAL LAB SERVICES	101-351-930.470	148.00
06/28/2016	AP	62139	GAYLORD ARFF INC	AIRPORT JULY	281-537-940.010	11,519.40
06/28/2016	AP	62140	GAYLORD DRY CLEANERS	RD PATROL DRYCLNG	101-301-920.410	60.00
		62140		CIVIL DIVISION DRYCLNG	101-302-920.410	40.00
		62140		416SRP DRYCLNG/\$20 + \$11.00	101-334-920.410	31.00
		62140		RESTRAINT SMOCK CLEANED X 4	101-351-920.410	33.50
		62140		WORK CAMP SUPV DRYCLNG &	205-301-920.410	80.00
						244.50
06/28/2016	AP	62141	GAYLORD FORD	VEH# 697 CAR CHASE DAMAGE	101-301-726.050	781.10
06/28/2016	AP	62142	GEORGE E. AND GRACE H.	OTHER INCOME - OVER AND	516-030-694.000	70.26
06/28/2016	AP	62143	GILL ROYS HARDWARE	JAIL SUPP	101-351-726.000	67.60
		62143		WORK CAMP SUPP	205-301-726.000	285.65
		62143		INVOICE # 1605-742093	281-537-920.400	281.63

06/23/2016 08:16 AM  
 User: dlandrie  
 DB: Otsego Co

CHECK DISBURSEMENT REPORT FOR COUNTY OF OTSEGO  
 CHECK DATE FROM 06/28/2016 - 06/28/2016

Check Date	Bank	Check #	Payee	Description	GL #	Amount
						634.88
06/28/2016	AP	62144	GOLDEN AUTO ELECTRIC	INVOICE # 6521 STARTER	281-537-920.400	95.00
06/28/2016	AP	62145	GORDON FOOD SERVICES	JAIL SUPPLIES	101-351-726.025	91.81
		62145		KITCHEN SUPPLIES	101-351-726.030	36.97
		62145		INMATE FOOD	101-351-930.700	1,180.64
						1,309.42
06/28/2016	AP	62146	GRAYBILL & MEAD PLLC	5/17/16 DEFERRAL HEARING	101-131-801.022	75.00
06/28/2016	AP	62147	HICKERSON FLOOR & TILE	INV# HI014032	637-265-726.050	575.41
06/28/2016	AP	62148	ICC DISTRIBUTION CENTER	2015 CODE BOOKS AND	249-371-726.200	530.40
06/28/2016	AP	62149	IMAGE FACTORY INC	450 BUSINESS CARDS/J MYLER	101-301-726.000	120.00
06/28/2016	AP	62150	IMPREST CASH, OTSEGO	1031, 1032, 1034 RETURNED	588-699-726.000	23.50
		62150		1033 CLEANING SUPPLIES	588-699-726.025	34.02
						57.52
06/28/2016	AP	62151	IMPREST CASH, OTSEGO	POSTAGE /APRS FORMS TO MSP-	101-301-930.450	0.68
		62151		TWO ROLLS LABEL	101-351-726.000	19.20
						19.88
06/28/2016	AP	62152	INTEGRITY CONSTRUCTION	CONTRACT# 2506 APPL.# 006	499-901-970.300-LAWN	29,966.21
06/28/2016	AP	62153	INTERSTATE BATTERY	728101 STOCK	588-699-726.050	86.95
06/28/2016	AP	62154	JAMIE FITAK	SUPPLIES	292-662-726.000	53.61
06/28/2016	AP	62155	JEFFERY B PROUX	SERVICES THROUGH 06/09/16	249-371-801.024	1,690.00
06/28/2016	AP	62156	JESSICA A. SLUSSER	6/19 WEST BRANCH BRC COACH	101-332-801.030	725.00
06/28/2016	AP	62157	JIM WERNIG INC	18361 #29; #30; 18380	588-699-726.050	195.18
06/28/2016	AP	62158	JIM'S ALPINE AUTOMOTIVE	INVOICE # 1695064 TAILGATE	281-537-920.400	53.34
		62158		1-695570 BUS #23 * STOCK	588-699-726.050	946.66
						1,000.00
06/28/2016	AP	62159	JOHN LAFAVE	6/16 HOUSING MTG PER DIEM	233-690-703.040	40.00
		62159		TRAVEL REIMBURSEMENT	233-690-930.500	6.27

Check Date	Bank	Check #	Payee	Description	GL #	Amount
						46.27
06/28/2016	AP	62160	JOHNSON OIL COMPANY	VEH#698 L-O-F	101-301-726.050	71.90
		62160		372402 & 161828	212-430-726.050	45.95
		62160		CL34023 FUEL	588-699-930.660	7,734.07
						7,851.92
06/28/2016	AP	62161	JOSEPH WAMBOLD	6/16 HOUSING MTG PER DIEM	233-690-703.040	40.00
06/28/2016	AP	62162	KENNETH GARROTT	6/19 BRC WEST BRANCH COACH	101-332-801.030	580.00
06/28/2016	AP	62163	KEVAN D FLORY	SERVICES THROUGH 06/09/16	249-371-801.024	4,175.00
06/28/2016	AP	62164	KILPATRICK & ASSOCIATES	TREETOPS 14-22602-DOB	516-253-920.410	975.00
06/28/2016	AP	62165	KYLE RYAN	TRAVEL EXPENSE	208-752-930.500	37.00
06/28/2016	AP	62166	LINCOLN FINANCIAL	JULY 2016	101-131-704.140	545.00
		62166		JULY 2016	101-133-704.140	36.10
		62166		JULY 2016	215-141-704.140	334.12
		62166		JULY 2016	292-662-704.140	146.58
						1,061.80
06/28/2016	AP	62167	LUTHERAN CHILD & FAMILY	MAY 2016	292-662-930.810	1,092.44
06/28/2016	AP	62168	MCVEIGHS TRUCK SPRINGS	005555 STOCK	588-699-726.050	618.76
06/28/2016	AP	62169	MELISSA HALL	CAMPING REFUND	208-440-652.030	65.00
06/28/2016	AP	62170	MICHIGAN DEPARTMENT OF	3RD & 4TH QUARTER (APR -	292-662-801.020	21,750.00
06/28/2016	AP	62171	MICHIGAN PUBLIC TRANSIT	2434 MNT SEMINAR	588-699-704.400	120.00
06/28/2016	AP	62172	MICHIGAN STATE	INMATE JAIL SUPPLIES SHOWER	101-351-726.015	217.95
06/28/2016	AP	62173	MICHIGAN STATE	SOR REG FEE MAY 2016	701-000-228.017	996.25
06/28/2016	AP	62174	MICHIGAN SUPREME COURT	SUPPLIES	215-141-726.000	55.72
06/28/2016	AP	62175	MID NORTH PRINTING INC	LOGO CRDS/EMPL TIME-OFF	101-301-726.000	243.60
		62175		LOGO CRDS&ENVL/TIME OFF	101-302-726.000	38.60
		62175		LOGO CRDS& ENVL/TIME OFF	101-334-726.000	19.30
		62175		LOGO CRDS&ENVL/TIME OFF	101-351-726.000	212.40
		62175		LOGO CRDS&ENVL/TIME OFF	205-301-726.000	38.60

06/23/2016 08:16 AM  
User: dlandrie  
DB: Otsego Co

CHECK DISBURSEMENT REPORT FOR COUNTY OF OTSEGO  
CHECK DATE FROM 06/28/2016 - 06/28/2016

Pa 7/9

Check Date	Bank	Check #	Payee	Description	GL #	Amount
						552.50
06/28/2016	AP	62176	MID STATES BOLT & SCREW	INV # 30743758	281-537-920.400	35.51
		62176		30794892 SHOP SUPPLIES	588-699-726.050	28.01
						63.52
06/28/2016	AP	62177	MISTER T'S GLASS	F0033578 BUS #30	588-699-726.050	26.40
06/28/2016	AP	62178	MMRMA	RESTITUTION PD BY V.MERRITT	208-030-676.040	75.00
06/28/2016	AP	62179	MSUE BUSINESS OFFICE	OUTSIDE CONTRACTED SERVICES	101-261-940.010	10,243.00
06/28/2016	AP	62180	NEUTRON INDUSTRIES	97769464 AEROSOL	588-699-726.025	117.89
06/28/2016	AP	62181	NEW CENTURY SIGNS	REPAIRS AND MAINT SUPPLIES	101-301-726.050	50.00
		62181		PROPERTY - VEHICLES	266-901-970.420	547.93
						597.93
06/28/2016	AP	62182	NORTH COUNTRY COMMUNITY	MAY 2016	292-662-930.810	3,100.00
06/28/2016	AP	62183	NORTHERN PUMP SERVICE	24224 REPLACE HOSE/	588-699-940.010	349.03
06/28/2016	AP	62184	NORTHWEST MICHIGAN	INMATE DENTAL	101-351-930.470	68.00
06/28/2016	AP	62185	OMS COMPLIANCE SERVICES	INV#83836	101-682-726.000	79.50
		62185		OUTSIDE CONTRACTED SERVICES	588-699-940.010	75.75
						155.25
06/28/2016	AP	62186	OTSEGO COUNTY BUS	REPLC BAD VALVE	101-301-726.050	28.75
06/28/2016	AP	62187	OTSEGO COUNTY EMS	NEW BATTERY & PADS FOR AED	208-752-726.035	438.95
		62187		06152016-01 CPR CLASS *1	588-699-940.010	45.00
						483.95
06/28/2016	AP	62188	PITNEY BOWES INC-	LEASE / POSTAGE	249-371-930.450	93.57
06/28/2016	AP	62189	PROTECTION ONE	PANIC BUTTON REPAIR	101-131-920.400	130.00
06/28/2016	AP	62190	REEFER SERVICE INC	INV015906 BUS #31	588-699-726.050	1,050.00
06/28/2016	AP	62191	REHMANN ROBSON	PROFESSIONAL	101-223-801.020	7,650.00
06/28/2016	AP	62192	RITE AID PHARMACY #1663	INMATE PHARMACY	101-351-726.035	8,436.25

06/23/2016 08:16 AM  
User: dlandrie  
DB: Otsego Co

CHECK DISBURSEMENT REPORT FOR COUNTY OF OTSEGO  
CHECK DATE FROM 06/28/2016 - 06/28/2016

Pa 8/9

Check Date	Bank	Check #	Payee	Description	GL #	Amount
06/28/2016	AP	62193	SCOTT T BEATTY	JUNE 2016	215-141-940.010	2,400.00
06/28/2016	AP	62194	SECURUS TECHNOLOGIES T-	INMATE PHONE USAGE	101-351-930.210	3,531.00
06/28/2016	AP	62195	SERVPRO	DUCT CLEANING	249-371-726.050	875.00
06/28/2016	AP	62196	SHERRY S HUFF	PER DIEM	290-670-703.040	40.00
		62196		TRAVEL	290-670-930.500	20.00
						<hr/> 60.00
06/28/2016	AP	62197	SIDOCK GROUP INC	DOOR AND WINDOW PROJECT	499-901-970.300-WINDOWS	50.50
06/28/2016	AP	62198	STANDARD ELECTRIC	INVOICE # 9510320-01 250V	281-537-920.400	107.20
06/28/2016	AP	62199	STEPHANY GODDARD	6/3/16	101-131-930.500	7.50
		62199		6/3/16 GUARDIANSHIP REVIEW	101-131-930.830	30.00
						<hr/> 37.50
06/28/2016	AP	62200	STEVE RIOZZI	6/16 HOUSING MTG PER DIEM	233-690-703.040	40.00
		62200		TRAVEL REIMBURSEMENT	233-690-930.500	3.62
						<hr/> 43.62
06/28/2016	AP	62201	SYSKO - GRAND RAPIDS	JAIL SUPP	101-351-726.025	236.72
		62201		KITCHEN SUPP	101-351-726.030	598.50
		62201		INMATE FOOD	101-351-930.700	2,273.15
						<hr/> 3,108.37
06/28/2016	AP	62202	TAMMY LABOUEF	06/16 PER DIEM, HOUSING MTG	233-690-703.040	40.00
06/28/2016	AP	62203	TELEPHONE SUPPORT	INV# 41414	637-265-930.210	46.00
06/28/2016	AP	62204	TIMOTHY MCPHERSON	POSTAGE	101-332-726.000	2.41
		62204		6/20 ADMIN FEE 20	101-332-801.020	490.00
		62204		MAINTENANCE AND REPAIR	101-332-920.400	43.50
						<hr/> 535.91
06/28/2016	AP	62205	TITLE CHECK LLC	JUNE ADMIN FEES 2014 TAX	516-253-920.410	5,907.94
06/28/2016	AP	62206	TREVOR BELLEAU	CAMPING REFUND	208-440-652.030	55.00
06/28/2016	AP	62207	TRINITY SERVICES GROUP	INMATE COMMISSARY	595-351-726.000	1,093.27
06/28/2016	AP	62208	UCMAN	2248 JUNE 2016	212-430-920.410	400.00

06/23/2016 08:16 AM  
 User: dlandrie  
 DB: Otsego Co

CHECK DISBURSEMENT REPORT FOR COUNTY OF OTSEGO  
 CHECK DATE FROM 06/28/2016 - 06/28/2016

Check Date	Bank	Check #	Payee	Description	GL #	Amount
		62208		AIRPORT INTERNET 2247	281-537-920.410	16.00
						416.00
06/28/2016	AP	62209	UNITEX DIRECT	RD PATROL PORTION/SIX	101-301-726.046	794.41
		62209		416 SRP/ONE	101-334-726.046	132.41
		62209		JAIL ADMIN/ONE JACKET	101-351-726.046	132.41
						1,059.23
06/28/2016	AP	62210	WALKER BROTHERS	S 102298; S 102300 BUS #2	588-699-726.050	8.10
06/28/2016	AP	62211	WASH N GO MANAGEMENT	INVOICE 10757 APR 2016	212-430-920.410	20.00
06/28/2016	AP	62212	WAYNE BENTLEY	JUNE 2016	101-133-940.010	160.00
06/28/2016	AP	62213	WAYNE ISBELL	6/10/16 TRANSPORT	101-134-940.010	84.00
		62213		6/10/16 TRANSPORT	292-662-930.830	9.00
						93.00
06/28/2016	AP	62214	WILLIAM KNAPP	5/31/16	101-131-930.500	10.00
		62214		5/31/16	101-131-930.830	30.00
						40.00
06/28/2016	AP	62215	WINN TELECOM	ACCT 9897326108	261-427-930.210	63.34
		62215		989-705-1786 JUNE	588-699-930.210	258.86
						322.20
06/28/2016	AP	62216	ZAREMBA EQUIPMENT INC	W 58523 BUS #6	588-699-726.050	1,877.85
		62216		W 58523 BUS #6	588-699-920.400	850.00
						2,727.85
TOTAL - ALL FUNDS				TOTAL OF 124 CHECKS		31,983.17

---

Total for fund 101 GENERAL FUND	63,428.23
Total for fund 205 WORK CAMP	699.45
Total for fund 208 PARKS AND RECREATION	3,334.89
Total for fund 210 AMBULANCE SERVICES	3,091.39
Total for fund 212 ANIMAL CONTROL	1,765.48
Total for fund 215 FRIEND OF THE COURT	3,332.00
Total for fund 233 HUD GRANT FUND	212.74
Total for fund 249 BUILDING INSPECTION	10,083.45
Total for fund 260 LEGAL DEFENSE FUND	2,226.00
Total for fund 261 911 SERVICE FUND	237.83
Total for fund 266 EQUIPMENT FUND	547.93
Total for fund 281 AIRPORT	12,737.42
Total for fund 290 SOCIAL WELFARE FUND	60.00
Total for fund 292 CHILD CARE FUND	28,653.74
Total for fund 499 CAPITAL PROJECTS FUND	30,016.71
Total for fund 516 DELINQUENT TAX	6,960.64
Total for fund 588 TRANSPORTATION FUND	14,917.34
Total for fund 595 JAIL COMMISSARY	1,093.27
Total for fund 637 BUILDING AND GROUNDS	4,074.94
Total for fund 645 ADMINISTRATIVE SERVICES	78.26
Total for fund 647 HEALTH CARE FUND	92,055.29
Total for fund 701 GENERAL AGENCY	1,096.24
Total for fund 704 PAYROLL IMPREST FUND	1,279.93
TOTAL - ALL FUNDS	281,983.17

06/23/2016 08:17 AM  
User: dlandrie  
DB: Otsego Co

CHECK DISBURSEMENT REPORT FOR COUNTY OF OTSEGO  
CHECK NUMBER 61282

Pa 1/1

Check Date	Bank	Check #	Payee	Description	GL #	Amount
04/19/2016	AP	61282	KUEHN, GEORGE & GRACE	OTHER INCOME - OVER AND		** VOIDED
			TOTAL - ALL FUNDS	TOTAL OF 1 CHECKS (1		0.00