



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, August 22, 2017 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 August 8, 2017 w/attachments - Motion to Approve
- B. Remonumentation Peer Review Group Reappointment (Schwandt) - Motion to Approve
- C. Remonumentation Peer Review Group Reappointment (Robinson) - Motion to Approve
- D. Library Board of Trustees Reappointment (Fury) - Motion to Approve
- E. Bid 2017-09 Alpine Center Boiler Replacement
- F. State of Michigan Ground Lease Renewal

Committee Reports

- A. Budget & Finance Committee
 1. Otsego County Credit Card Policy Updates - Motion to Approve
 2. EMS Cash Advance Request - Motion to Approve
 3. OCR17-20 - Deficit Elimination Plan Otsego County Bus System - Roll Call Vote
 4. Otsego County Fee Schedule Updates (Airport Hangar Rental Fee) - Motion to Approve
 5. Animal Control Budget Amendments
 - a. Overtime Amendment - Motion to Approve
 - b. Animal Shelter Garage Amendment - Motion to Approve
- B. Parks & Recreation Commission
 - a. Budget Amendment - pickup truck purchase

Administrator's Report

- A. Financial Reports - July 2017

Department Head Report

Special Presentations

Lisa Peacock, Health Officer, Health Department of Northwest Michigan

City Liaison, Township & Village Representatives

Correspondence

New Business

- A. Financials
 1. August 7, 2017 Warrant
 2. August 15, 2017 Warrant
 3. August 22, 2017 Warrant
- B. Other Business

Public Comment

Board Remarks, Announcements, and Informal Discussions

Adjournment



August 22, 2017 Agenda

Agenda Questions

Questions concerning anything on the Board of Commissioners agenda can be directed in advance by calling Rachel Frisch at 989-731-7520 or via email at rfrisch@otsegocountymi.gov, or during the Board meeting.

**OTSEGO COUNTY
Board of Commissioners**



EXECUTIVE SUMMARY

AGENDA ITEM: Regular Minutes of August 8, 2017 w/ attachments	AGENDA DATE: August 22, 2017
AGENDA PLACEMENT: Consent Agenda, A.	ACTION REQUESTED: Motion to Approve
STAFF CONTACT(S): Rachel Frisch, County Administrator	ATTORNEY REVIEW: 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 August 8, 2017 with attachments.

August 8, 2017

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 Vice-Chairman Doug Johnson. Invocation by Commissioner Paul Beachnau , followed by the Pledge of Allegiance led by Suzy DeFeyerter.

Roll Call:

Present: Julie Powers, Paul Beachnau, Paul Liss, Duane Switalski, Ken Glasser, Doug Johnson.

Excused: Rob Pallarito, Ken Borton, Bruce Brown.

Consent Agenda:

Motion by Commissioner Paul Liss, seconded by Commissioner Duane Switalski, to approve the Regular Minutes of July 25, 2017 with attachments. Ayes: Unanimous. Motion carried.

Motion by Commissioner Paul Liss, seconded by Commissioner Duane Switalski, to appoint Tammy LaBouef to the Housing Committee to a term expiring on December 31, 2020. Ayes: Unanimous. Motion carried.

Committee Reports: None.

Administrator's Report:

Rachel Frisch reported the Airport and Animal shelter had inspections, both went well; Boiler bids went out; Tennis Court construction started; Scheduling visits to each of the Townships and the Village; Congratulated James Mouch for being promoted to the Land Use Services Director.

Special Presentations:

Christine Gebhard reported on North Country Community Mental Health, serves 6 Counties and provides various services; reported on the 2016 annual report.

City Liaison, Township and Village Representative: None.

Correspondence: None.

New Business:

Motion by Commissioner Paul Beachnau, seconded by Commissioner Julie Powers, to approve the August 1, 2017 Warrant in the amount of \$144,609.14. Ayes: Unanimous. Motion carried.

Motion by Commissioner Paul Liss, seconded by Commissioner Duane Switalski, to approve the August 8, 2017 Warrant in the amount of \$110,551.56. Ayes: Unanimous. Motion carried.

Vice-Chairman Doug Johnson opened up the meeting for public comment.

Board Remarks:

Commissioner Ken Glasser reported the NEMSCA annual report is out and will be presented at a future meeting.

Commissioner Paul Liss had no report.

Commissioner Paul Beachnau had no report.

Commissioner Julie Powers reported on the Pigeon River Advisory Discovery Center.

Commissioner Duane Switalski attended the Health Department meeting; Health Department has no position on medical marijuana.

Commissioner Doug Johnson had no report.

Meeting adjourned at 10:15 a.m.

Douglas Johnson, Vice-Chairman

Susan I. DeFeyter, Otsego County Clerk

**OTSEGO COUNTY
Board of Commissioners**



EXECUTIVE SUMMARY

AGENDA ITEM: Remonumentation Peer Review Group Reappointment (Schwandt)	AGENDA DATE: August 22, 2017
AGENDA PLACEMENT: Consent Agenda, B.	ACTION REQUESTED: Motion to Approve
STAFF CONTACT(S): Rachel Frisch, County Administrator	ATTORNEY REVIEW: No

BACKGROUND/DISCUSSION:

James Schwandt has expressed his interest in continuing to serve on the County's Remonumentation Peer Review Group.

RECOMMENDATION:

Staff requests approval of the reappointment of James Schwandt to the Remonumentation Peer Review Group to a term expiring on June 12, 2020.

Susan Premo

From: JAMESSCHWANDT <website@gaslightmedia.com>
Sent: Friday, August 11, 2017 10:57 AM
To: Susan Premo
Subject: "New submission from Application for Appointment to Committees, Boards and Commissions"

To which committee, board or commission are you seeking appointment? Fill out one form for each committee/board/commission.

REAPPOINTMENT TO THE OTSEGO COUNTY REMONUMENTATION PEER REVIEW GROUP

Have you ever attended this committee/board meeting?

- Yes

Name

JAMES SCHWANDT

Address

9520 CLUBHOUSE DR. W.
CANADIAN LAKES, Michigan 49346
United States
[Map It](#)

Phone

(989) 350-1180

Email

MEJI@CHARTER.NET

Date available for appointment

08/11/2017

I am a registered voter in Otsego County

- Yes

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

PAST M-TEC BOARD; BAGLEY PLANNING COMMISSION AND BOARD OF REVIEW FOR PAST 15 YRS.; GAYLORD ROTARY, HOMEBUILDERS AND PAST PRESIDENT OF MICHIGAN SURVEYORS N. CHAPTER; OTSEGO LAKE ASSOCIATION AND PAST BOARD MEMBER AND TREASURERS OF GAYLORD/OTSEGO CHAMBER OF COMMERCE, TO NAME A FEW.

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

BS DEGREE. OFFICE MANAGER GAYLORD & TRAVERSE CITY FOR WADE TRIM. ALSO, BOARD OF DIRECTORS FOR WADE TRIM IN TAYLOR, MI. HEAD OF SURVEY IN ALL STATES FOR COMPANY. LICENSED SURVEYOR-STATE OF MICHIGAN. LIC. NO. 4001026466.
CURRENTLY RETIRED FOR LAST 11 YRS.

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.

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

- Yes

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

HAVE BEEN ON PEER REVIEW GROUP BOARD SINCE IT STARTED IN THE STATE AND OTSEGO COUNTY. RETIRED ABOUT 11 YEARS AGO BUT HAVE MAINTAINED MY STATE LICENSE TO QUALIFY ME FOR THIS BOARD. INTERESTED IN CONTINUING ON THIS BOARD AND BELIEVE IT ACTUALLY HELPS KEEP COSTS DOWN FOR MOST OTSEGO COUNTY RESIDENTS AS FAR AS SURVEYING.

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

- Yes

**OTSEGO COUNTY
Board of Commissioners**



EXECUTIVE SUMMARY

AGENDA ITEM: Remonumentation Peer Review Group Reappointment (Robinson)	AGENDA DATE: August 22, 2017
AGENDA PLACEMENT: Consent Agenda, C.	ACTION REQUESTED: Motion to Approve
STAFF CONTACT(S): Rachel Frisch, County Administrator	ATTORNEY REVIEW: No

BACKGROUND/DISCUSSION:

Carl Robinson has expressed his interest in continuing to serve on the County's Remonumentation Peer Review Group.

RECOMMENDATION:

Staff requests approval of the reappointment of Carl Robinson to the Remonumentation Peer Review Group to a term expiring on June 12, 2020.

Susan Premo

From: CARLROBINSON <website@gaslightmedia.com>
Sent: Thursday, August 10, 2017 2:22 PM
To: Susan Premo
Subject: "New submission from Application for Appointment to Committees, Boards and Commissions"

To which committee, board or commission are you seeking appointment? Fill out one form for each committee/board/commission.

REAPPOINTMENT TO THE REMONUMENTATION PEER REVIEW GROUP

Have you ever attended this committee/board meeting?

- Yes

Name

CARL ROBINSON

Address

669 W. PINE BRIAR
GAYLORD, Michigan 49735
United States
[Map It](#)

Phone

(989) 390-3890

Email

Date available for appointment

08/10/2017

County Commission District

BAGLEY

I am a registered voter in Otsego County

- Yes

In which township, city or village?

BAGLEY TOWNSHIP

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 SURVEYOR (1981-2011); OTSEGO COUNTY DPW (CHAIR); OTSEGO COUNTY BLDG. BOARD OF APPEALS (CHAIR); OTSEGO COUNTY REMONUMENTATION PEER GROUP (1994-CURRENT).

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

LAWRENCE TECH BSCE 1968; PROFESSIONAL ENGINEER 1967; PROFESSIONAL SURVEYOR 1971.

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.

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

- Yes

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

PROFESSIONAL SURVEYOR 43 YRS.; PRIVATE PRACTICE IN OTSEGO COUNTY 40 YRS.; OTSEGO COUNTY SURVEYOR 30 YRS.

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

- Yes

OTSEGO COUNTY
Board of Commissioners



Otsego
COUNTY
ESTABLISHED 1875 M I C H I G A N

EXECUTIVE SUMMARY

AGENDA ITEM: Library Board of Trustees Reappointment (Fury)	AGENDA DATE: August 22, 2017
AGENDA PLACEMENT: Consent Agenda, D.	ACTION REQUESTED: Motion to Approve
STAFF CONTACT(S): Rachel Frisch, County Administrator	ATTORNEY REVIEW: No

BACKGROUND/DISCUSSION:

William Fury has expressed his interest in continuing to serve on the County's Library Board of Trustees.

RECOMMENDATION:

Staff requests approval of the reappointment of William Fury to the Otsego County Library Board of Trustees to a term expiring on August 31, 2022.

Susan Premo

From: Maureen Derenzy <mderenzy@otsego.org>
Sent: Wednesday, August 16, 2017 1:57 PM
To: Susan Premo
Subject: board position

Hi, Susan,

Bill Fury is seeking reappointment to the Library Board. At yesterday's meeting the Board approved a motion to recommend to the Board of Commissioners that they make that reappointment.

Bill has been a part of the years-long process to build a bigger library. He would like to be here when we open the doors, and I think he deserves that consideration. I'll scan and send his signed application.

Maureen

Maureen Derenzy, Library Director
Otsego County Library
700 S. Otsego Avenue
Gaylord, MI 49735
(989) 732-5841 x15
mderenzy@otsego.org

**TERM EXPIRES ON:
08/31/2022**



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

**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. 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?

Otsego County Library Board of Trustees

Please print or type.

Name: William Fury

Address: 802 Maple Ridge Lane Gaylord **Zip Code** 49735

Telephone: (989) 370-1317 **Other:** _____

Date available for appointment Immediately

County Commission District District 7

Are you a registered voter in Otsego County? Yes No

If yes, which township, city or village? Bagley Township

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.

United Way
Otsego County Community Foundation
Otsego Memorial Hospital Foundation

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.

BA, LLB Attorney (retired)

Have you ever worked for Otsego County? ___ Yes x 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 x 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.

I have previously served on the board, through all the expansion planning.

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

William D. Fury
Signature

8/15/17
Date

Return your completed application to: **Otsego County Library**
 Attn: Maureen Derenzy
 700 S. Otsego Avenue
 Gaylord, MI 49735

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

OTSEGO COUNTY
Board of Commissioners



EXECUTIVE SUMMARY

AGENDA ITEM: Alpine Boiler Replacement BID 2017-09	AGENDA DATE: August 22, 2017
AGENDA PLACEMENT: Consent Agenda, Item E.	ACTION REQUESTED: Motion to Approve
STAFF CONTACT(S): Rachel Frisch, County Administrator	ATTORNEY REVIEW: No

BACKGROUND/DISCUSSION:

Otsego County's Alpine Center is in need of a new boiler replacement; BID 2017-09 was advertised and two (2) bids were received. The lowest bid was submitted by Ballard's Plumbing and Heating-Petoskey for \$103,786.00.

RECOMMENDATION:

Staff requests approval of the bid submitted by Ballard's of Petoskey in the amount of \$103,786.00.



123 W. Main St. Suite 200
Gaylord, MI 49735
O: 989.732.8131
www.c2ae.com

August 16, 2017

Ms. Rachel Frisch
County Administrator
Otsego County
225 West Main St
Gaylord, MI 49735

Re: Alpine Boiler Replacement

Dear Rachel:

Two (2) bids for the above project were opened on August 16, 2017; attached is a tabulation of the bids for your information. The low bid was submitted by Ballard's Plumbing and Heating (Ballard's) of Petoskey, MI in the amount of \$103,786.00. The second bid was by Haggard's Plumbing and Heating, Charlevoix, MI in the amount of \$119,900.00.

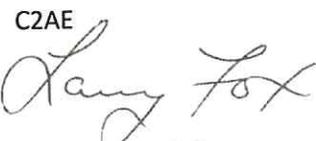
Both bids were within the County's allotted budget for the project, were close in price and were based on the same equipment. The low bid was 15% below the second low bidder.

We have previously worked with Ballard's on several projects and they have also previously completed work for Otsego County. Based on that work and other project references, it is our opinion that Ballard's is qualified and capable of completing this project.

Based on the bid price and contractor's qualifications in completing the work, we recommend the award of this project to Ballard's Plumbing and Heating, the low responsive, responsible bidder, in the amount of \$103,786.00.

Please call if you have any questions.

Very Truly Yours,

C2AE


Larry M. Fox, P.E.
Principal Owner | Project Manager

LMF/kb



123 W. Main St. Suite 200
 Gaylord, MI 49735
 O: 989.732.8131

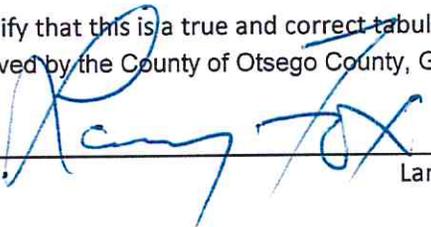
BID TABULATION

Otsego County Alpine Center Boiler Replacements
 Otsego County

Gaylord, Otsego County, Michigan

Description	Ballards Plumbing and Heating	Haggards Plumbing and Heating
	Petoksey, MI	Chaelevoix, MI
Boiler replacement, complete with all appurtenances, as specified on plans and in specifications.	\$103,486.00	\$119,900.00

I certify that this is a true and correct tabulation of the bids received by the County of Otsego County, Gaylord, Michigan on Wednesday, August 16 2017.



 Larry M Fox, PE 8/16/2017
Date

OTSEGO COUNTY
Board of Commissioners



EXECUTIVE SUMMARY

AGENDA ITEM: State of MI Ground Lease Renewal #11031-2017	AGENDA DATE: August 22, 2017
AGENDA PLACEMENT: Consent Agenda, Item F.	ACTION REQUESTED: Motion to Approve
STAFF CONTACT(S): Rachel Frisch, County Administrator	ATTORNEY REVIEW: No

BACKGROUND/DISCUSSION:

Otsego County leases property to the State of Michigan located at 580 South Otsego Avenue, the State of Michigan requests the renewal of Ground Lease #11031-2017. The County Administrator will sign all necessary lease documents.

RECOMMENDATION:

Staff requests approval of the State of Michigan Ground Lease Renewal #11031-2017 and to give authorization to County Administrator, Rachel Frisch to sign all necessary documents regarding such lease.



GROUND LEASE

State Lease #11031-2017

between

COUNTY OF OTSEGO, as Lessor
and

THE STATE OF MICHIGAN, as Lessee

ARTICLE I - DEFINITIONS

- 1.1 A.N.S.I.
- 1.2 Cancellation
- 1.3 Construction
- 1.4 Executive
- 1.5 Maintenance
- 1.6 Occupancy
- 1.7 Reserved
- 1.8 Possession
- 1.9 Deleted, Not Applicable
- 1.10 Purpose
- 1.11 Deleted, Not Applicable
- 1.12 State Government Managed
- 1.13 State Government Owned
- 1.14 Deleted, Not Applicable
- 1.15 Tenantable
- 1.16 Deleted, Not Applicable

ARTICLE II - POSSESSION

- 2.1 Square footage Leased
- 2.2 Location of Leased premises
- 2.3 Deleted, Not Applicable
- 2.4 Initial term of possession
- 2.5 First renewal option
- 2.6 Deleted, Not Applicable
- 2.7 Deleted, Not Applicable
- 2.8 Deleted, Not Applicable
- 2.9 Ninety-day holdover
- 2.10 Assignment/sublet
- 2.11 Quiet enjoyment
- 2.12 Deleted, Not Applicable
- 2.13 Deleted, Not Applicable

ARTICLE III - LESSOR OBLIGATIONS

- 3.1 Lessor obligations
- 3.2 Deleted, Not Applicable
- 3.3 Toxic, hazardous, injurious substances
- 3.4 Deleted, Not Applicable
- 3.5 Deleted, Not Applicable
- 3.6 Deleted, Not Applicable
- 3.7 Deleted, Not Applicable
- 3.8 Deleted, Not Applicable
- 3.9 Deleted, Not Applicable
- 3.10 Deleted, Not Applicable
- 3.11 Deleted, Not Applicable
- 3.12 Discrimination prohibited
- 3.13 Deleted, Not Applicable
- 3.14 Notice of Ownership Transfer
- 3.15 Deleted, Not Applicable
- 3.16 Deleted, Not Applicable
- 3.17 Deleted, Not Applicable
- 3.18 Deleted, Not Applicable

**ARTICLE IV
LESSEE OBLIGATIONS, DUTIES, AND
OPTIONS**

- 4.1 Lessee obligations
- 4.2 Notification to maintain and repair
- 4.3 Lessee option to add/remove improvements
- 4.4 Quality of improvements by Lessee
- 4.5 Move-out condition
- 4.6 Payment for sign ordinance variances
- 4.7 Deleted, Not Applicable
- 4.8 Recording of lease
- 4.9 Deleted, Not Applicable
- 4.10 Deleted, Not Applicable

ARTICLE V - RENT CONSIDERATION

- 5.1 Deleted, Not Applicable
- 5.2 Deleted, Not Applicable
- 5.3 Rent during initial term
- 5.4 Deleted, Not Applicable
- 5.5 Rent during 1st renewal option
- 5.6 Deleted, Not Applicable
- 5.7 Deleted, Not Applicable
- 5.8 Deleted, Not Applicable
- 5.9 Deleted, Not Applicable
- 5.10 Deleted, Not Applicable
- 5.11 Deleted, Not Applicable
- 5.12 Deleted, Not Applicable
- 5.13 Reserved
- 5.14 Reserved
- 5.15 Deleted, Not Applicable
- 5.16 Deleted, Not Applicable
- 5.17 Deleted, Not Applicable
- 5.18 Deleted, Not Applicable

ARTICLE VI - STATE OPTION TO PURCHASE

- 6.0 - Deleted, Not Applicable

**ARTICLE VII
EMINENT DOMAIN/CONDEMNATION**

- 7.1 Lessor to notify Lessee
- 7.2 Whole taking, rents prorated
- 7.3 Taking
- 7.4 Lessor option to terminate
- 7.5 Award of damages

ARTICLE VIII - ESTOPPEL

- 8.1 Timeliness, Lessee obligations

**ARTICLE IX
MANAGEMENT AGREEMENT
Reserved**

ARTICLE X - LESSOR'S MORTGAGEE

- 10.1 Identification of Lessor's mortgagee
- 10.2 Disclosure of mortgagees, nondisturbance
- 10.3 Mortgagee right to cure defaults
- 10.4 Attornment

ARTICLE XI - CANCELLATION

- 11.1 Cancellation by Lessee
- 11.2 Deleted, Not Applicable
- 11.3 Cancellation by Lessee
- 11.4 Cancellation by Lessor

**ARTICLE XII
NOTICE, APPLICATION, AND APPROVALS**

- 12.1 Notice mailing addresses and delivery
- 12.2 Application of laws
- 12.3 Binding application
- 12.4 State government approvals required
- 12.5 Supercede and cancellation
- 12.6 Severability
- 12.7 Entire agreement and enclosures
- 12.8 Electronic Funds Transfer



LEASE

State Lease #11031-2017

between

**COUNTY OF OTSEGO, as Lessor
A Municipality**

and

THE STATE OF MICHIGAN, as Lessee

THIS LEASE is entered into by the **County of Otsego**, as Lessor, whose address is **225 West Main, Gaylord, Michigan**, and the State of Michigan by the Department of Technology, Management & Budget for the Department of **Michigan State Police**, as Lessee.

The parties, for the considerations specified in this Lease, agree to the following terms, conditions, and covenants:

WHEREAS, the Lessor owns land Leased to the State of Michigan which serves as the physical location of a shed owned and operated by the Michigan State Police and the Michigan Public Safety Communication System (radio) tower and supporting equipment operated by the Department of Technology, Management & Budget.

ARTICLE I - DEFINITIONS

1.1 - A.N.S.I.: American National Standards Institute, Inc., a New York corporation that identifies public requirements for national standards and coordinates voluntary standardization activities. A.N.S.I. standards are used in calculating square footage used in this Lease.

1.2 - Cancellation: Ending all rights and obligations of the Lessor and Lessee, except for any rights and obligations that are due and owing.

1.3 - Construction: Assembling of foundation, structural, architectural, electrical, and mechanical systems, on the Leased **land**, where none existed prior.

1.4 - Executive: An Executive Order of the Governor pursuant to the Constitution 1963, Article 5, § 2 and 20, or a decision by the Director of the Department of Technology, Management & Budget in conjunction with the head of the principal State department or agency for whose use the Lease was entered.

1.5 - Maintenance: That effort, including repair, replacement, or removal, required to keep the Leased **land** and the appearance of said Leased **land** functioning or operating as originally designed, constructed, or installed, including but not limited to mechanical, electrical, architectural, or civil systems, **within** the Leased **land**, or those systems otherwise attached thereto.

1.6 - Occupancy: Actual physical presence by the Lessee **on** the Leased **land**.

1.7 - Reserved

1.8 - Possession: Lawful availability and physical access to install the Lessee's furnishings and compliance with paragraphs 4.3.

1.9 – Deleted, Not Applicable

1.10 - Purpose: The purpose for this Land Lease is to allow the Lessee to maintain and operate its radio tower, shed, and parking space including the tower on said Land.

1.11 - Deleted, Not Applicable

1.12 - State Government Managed: Property management tasks and responsibilities provided or contracted for and managed by a) the State of Michigan; b) any of the several departments, boards, commissions, offices, or agencies of the executive, legislative or judicial branches of state government; c) any institution of higher learning funded in whole or in part by the State of Michigan; or d) any entity created by act of the Legislature as an instrumentality of Michigan State government.

1.13 - State Government **Managed: Property management tasks and responsibilities provided by** a) the State of Michigan; b) any of the several departments, boards, commissions, offices, or agencies of the executive, legislative or judicial branches of state government; c) the State Building Authority; d) any institution of higher learning funded in whole or in part by the State of Michigan; or e) any entity created by act of the Legislature as an instrumentality of Michigan State government.

1.14 - Deleted, Not Applicable

1.15 -Tenantable: Habitable for the effective conduct of the Lessee's intended business.

1.16 -Tenant Improvements: Remodeling, attachment of fixtures, erection of additions, partitions, structures or signs by the Lessee in and upon the Leased land after the Lessee has acquired possession.

ARTICLE II - POSSESSION

2.1 - The Lessor leases to the Lessee **one acre of land upon which the State-owned shed and tower are situated**, referred to as the "Leased premises", which is outlined on a plan attached as Enclosure "A". This square footage is based upon the A.N.S.I. Z65.1 - 1996 method for calculating space.

2.2 - The Leased **land**, is the property described in Enclosure "B" (legal description--**only the South One Half portion of Parcel #2**), also known as **580 South Otsego Avenue (Old US 27), in the City of Gaylord, County of Otsego, State of Michigan. (Property Code #101-104-000-395-00)**

2.3 - Deleted, Not Applicable

2.4 - The Lessor shall furnish the Leased **land** with **its** appurtenances to the Lessee for a **ten-years** term of possession at 12:01 a.m. on **October 1, 2015**, and ending at 11:59 p.m. on **September 30 2025**.

2.5 - This Lease may, at the option of the Lessee, be extended for a **ten-year** term beginning at 12:01 a.m. on **October 1, 2025**, and ending at 11:59 p.m. on **September 30, 2035**, provided notice be given in writing to the Lessor **thirty (30)** days before this Lease or extension expires.

2.6 - **Deleted, Not Applicable**

2.7 - Deleted, Not Applicable

2.8 - Deleted, Not Applicable

2.9 - The Lessee may, upon written notice to the Lessor, at least thirty (30) days prior to termination of this Lease or any extension, remain in possession of the Leased **land** for the period specified in the notice, not to exceed three months.

2.10 - The Lessee may assign this Lease or may sublet the Leased **land** in whole or in part, with prior written consent of the Lessor, which shall not be unreasonably withheld. The Lessee, through its Department of Technology, Management & Budget may assign or reassign any or all of the Leased **land** to any branch, department, board, agency, commission or other instrumentality of State government without the necessity of obtaining consent of the Lessor.

2.11 - The Lessee, upon payment of the rental consideration specified in Article V and upon performing all covenants, shall and may peacefully and quietly have, hold, and enjoy the Leased **land** for the term of this Lease or any extension.

2.12 - **Deleted, Not Applicable**

2.13 - **Deleted, Not Applicable**

ARTICLE III - LESSOR OBLIGATIONS

3.1 - The Lessor shall furnish to the Lessee and pay the cost of the following:

a) **Deleted, Not Applicable**

b) **Deleted, Not Applicable**

c) **Deleted, Not Applicable**

d) **Deleted, Not Applicable**

e) **Deleted, Not Applicable**

f) **Deleted, Not Applicable**

g) **Deleted, Not Applicable**

h) **Deleted, Not Applicable**

i) **Deleted, Not Applicable**

j) **Deleted, Not Applicable**

k) Deleted, Not Applicable

l) Deleted, Not Applicable

m) Deleted, Not Applicable

n) Deleted, Not Applicable

o) Deleted, Not Applicable

p) Deleted, Not Applicable

q) Deleted, Not Applicable

r) Deleted, Not Applicable

s) Deleted, Not Applicable

t) Deleted, Not Applicable

u) Deleted, Not Applicable

v) General premises liability insurance for the Leased **land** identified in paragraphs 2.1 and 2.2, which provides full coverage for the Lessor, the Lessee, and their respective agents and employees and which protects against all claims, demands, actions, suits, or causes of action, and judgments, settlements or recoveries, for bodily injury or property damage arising out of a condition of the Leased **land**. The Lessor agrees to maintain minimum policy limits in the amount of \$500,000.00 per occurrence for property damage, and \$1,000,000.00 per occurrence for bodily injury, with a \$2,000,000.00 aggregate. The Lessor shall provide to the Lessee a certificate of insurance listing the Lessee, its several departments, boards, agencies, commissions, officers, and employees as additional insureds, within thirty (30) calendar days following execution and delivery of this Lease to the Lessor, and every year thereafter. The insurance policy shall provide that it may not be modified, cancelled, or allowed to expire without thirty (30) days prior written notice given to the Lessee.

w) Deleted, Not Applicable

x) A legible photocopy of the recorded **Quit Claim deed**, or other instrument conveying current legal possession or title, with right to lease or sublease the Leased **land**, as found in paragraphs 2.1 and 2.2, to the Lessor; and copies of all other documents limiting or restricting the use of the Leased **land** or affecting title to the **land**.

y) **A certified resolution from the Otsego County Board of Commissioners authorizing this Lease. The resolution** shall include signature authorizations indicating the signatory of this Lease is authorized to act on behalf of the **Lessor** in this real estate transaction.

z) Deleted, Not Applicable

3.2 - Deleted, Not Applicable

3.3 –a) - Deleted, Not Applicable

b) The Lessor covenants that in the event a release or the threat of a release of a hazardous substance is discovered after execution of the Lease, to exist on, in or below the Leased **land**, the Lessor shall:

1) Promptly notify both the State, as the Lessee, and the Michigan Department of Environmental Quality (DEQ) of the release or threatened release.

2) Report, investigate, remediate, and take all other actions consistent with Federal, State and local laws and regulations including, without limitation, Part 201 of the Natural Resources and Environmental Protection Act (NREPA), MCL 324.20101, et seq.

3) Inform the Lessee, the DEQ, and all other parties required to be notified under Federal, State or local law, of all actions taken under (2) above.

4) Provide the Lessee, the DEQ, and all other parties required to be notified under Federal, State or local law, with all reports, data, analyses and other documents and information related in any way to the investigation, remediation or other steps taken under (2) above.

c) Deleted, Not Applicable

d) The Lessor agrees to take no administrative or judicial action against the Lessee including, without limitation, any action for damages, contribution, cost recovery, or injunctive relief to compel the Lessee to investigate or take remedial action, declaratory relief, or any action associated with the Lessor's obligations to comply with Federal, State or local law as a result of asbestos or the release or threat of release of any hazardous substance on, in or below the Leased **land**, except if the release or threatened release is caused solely by the Lessee.

e) The Lessor and Lessee mutually agree that they shall not release on, in, or below the Leased **land** any hazardous substance. The Lessee assumes responsibility, to the extent provided by law, for a release or threatened release of a hazardous substance caused by the Lessee. The Lessor need not indemnify or defend the Lessee if the release or threatened release is caused solely by the Lessee.

3.4 - The Lessor is responsible for defending the Lessee against any claim whether meritorious or frivolous, by any person challenging the Lessor's right to Lease the Leased **land**, and shall at its sole expense satisfy any judgment against the Lessee.

3.5 – Deleted, Not Applicable

3.6 - Deleted, Not Applicable

3.7 - Deleted, Not Applicable

3.8 - Deleted, Not Applicable

3.9 - Deleted, Not Applicable

3.10 - Deleted, Not Applicable

3.11 - Deleted, Not Applicable

3.12 - The Lessor shall comply with the Elliott-Larsen Civil Rights Act, 1976 PA 453, as amended, MCL 37.2101 et seq, the Persons with Disabilities Civil Rights Act, 1976 PA 220, as amended, MCL 37.1101 et seq, and all other federal, state and local fair employment practices and equal opportunity laws and covenants that it shall not discriminate against any employee or applicant for employment, to be employed in the performance of this real estate contract, with respect to his or her hire, tenure, terms, conditions, or privileges of employment, or any matter directly or indirectly related to employment, because of his or her race, religion, color, national origin, age, sex, height, weight, marital status, or physical or mental disability that is unrelated to the individual's ability to perform the duties of a particular job or position. The Lessor agrees to include in every subcontract entered into for the performance of this real estate contract this covenant not to discriminate in employment. A breach of this covenant is a material breach of this real estate contract. This covenant is cross referenced in Article XI.

3.13 - Deleted, Not Applicable

3.14 - The Lessor shall, within forty-five (45) days after transfer of its ownership interest in the Leased premises, provide notice to the Lessee of said transfer and identify the new owner.

3.15 – Deleted, Not Applicable

3.16 – Deleted, Not Applicable

3.17 – Deleted, Not Applicable

3.18 – Deleted, Not Applicable

ARTICLE IV - LESSEE OBLIGATIONS, DUTIES, and OPTIONS

4.1 - The Lessee shall furnish:

- a) Lessee will pay for all tower lights, and bulb replacement.
- b) Lessee will provide lawn mowing and snow removal as required by local ordinance.
- c) Deleted, Not Applicable
- d) Deleted, Not Applicable
- e) Lessee will provide the snow removal necessary for access to its tower and building.
- f) Deleted, Not Applicable
- g) **Deleted, Not Applicable**
- h) **Deleted, Not Applicable**
- j) Deleted, Not Applicable
- k) Deleted, Not Applicable

4.2 - Deleted, Not Applicable

4.3 - The Lessee shall have the option to add tenant improvements to **its building and the tower during this Lease or any extension at the Lessee's expense. Lessee shall maintain the State owned shed, tower and property unless paragraph 4.5 applies.**

4.4 - All tenant improvements by the Lessee, made pursuant to paragraph 4.3, shall be performed in a manner customarily accepted by the skilled trades, and in accordance with all federal, state, and local rules, ordinances, laws, codes, or nationally recognized standards of good construction practice.

4.5 – Otsego County Dispatch operations are co-located with the Michigan State Police operations which has moved and relocated from this location to 931 South Otsego (Old US 27), Gaylord, Michigan.

The Michigan Department of Information Technology, Management & Budget will continue to provide service and maintenance for the shed and tower.

4.6 - The Lessee shall be responsible to request and obtain any local government sign ordinance variances and the payment of any related fees.

4.7 - Deleted, Not Applicable

4.8 - If the Lessee records this Lease with the county register of deeds, the Lessee shall record a discharge or notice of cancellation or termination of Lease within thirty (30) days after the cancellation or termination of this Lease is effective. The discharge from the public record shall include any recorded amendments to this Lease.

4.9 - Deleted, Not Applicable

4.10 - Deleted, Not Applicable

ARTICLE V - RENT CONSIDERATION

5.1 - Deleted, Not Applicable

5.2 - Deleted, Not Applicable

5.3 – Deleted, Not Applicable

5.4 - Deleted, Not Applicable

5.5 - In the event the Lessee exercises the renewal option pursuant to Article II, paragraph 2.5, the Lessee shall pay to the Lessor as rent consideration for the Leased land from 12:01 a.m. **October 1, 2025**, through 11:59 p.m. **September 30, 2035. In consideration for the mutually agreed upon quid-pro-quo of the Lessor's Emergency 911-Dispatch Support.**

5.6 - Deleted, Not Applicable

5.7 - Deleted, Not Applicable

5.8 - Deleted, Not Applicable

5.9 - Deleted, Not Applicable

- 5.10 – Deleted, Not Applicable
- 5.11 - Deleted, Not Applicable
- 5.12 - **Deleted, Not Applicable**
- 5.13 - Reserved
- 5.14 - Reserved
- 5.15 - **Deleted, Not Applicable**
- 5.16 - **Deleted, Not Applicable**
- 5.17 - **Deleted, Not Applicable**
- 5.18 - **Deleted, Not Applicable**

ARTICLE VI - Deleted, Not Applicable

ARTICLE VII - EMINENT DOMAIN/CONDEMNATION

7.1 - The Lessor shall notify the Lessee within ten (10) days of the commencement of eminent domain/condemnation proceedings against the Leased **land** described in paragraphs 2.1 and 2.2 by a public agency authorized by law to condemn property. The Lessor shall timely notify the Lessee of the Lessor's intent to contest eminent domain/condemnation proceedings. The Lessor shall notify the Lessee within ten (10) days of acquisition by eminent domain/condemnation of the Leased **land** described in paragraphs 2.1 and 2.2 by a public agency.

7.2 - If a total taking of the Leased **land** by any public authority under the power of eminent domain/condemnation occurs, then the term of this Lease shall cease as of the day of possession and the rent shall be paid up to that day with a proportionate refund by the Lessor of such rent as may have been paid in advance for a period subsequent to the date of the taking. This covenant is cross referenced in Article XI.

7.3 - If a partial taking of the Leased **land** by any public authority under eminent domain/condemnation occurs, the Lessee shall have the right either to terminate this Lease and declare same null and void, or, subject to the Lessor's right of termination as set forth below, to continue in possession of the remainder of the Leased **land**, and shall notify the Lessor in writing within ten (10) days after such taking of the Lessee's intention. In the event the Lessee elects to remain in possession, all of the terms herein provided shall continue in effect.

7.4 - If more than fifty (50%) percent of the Leased **land** are taken under the power of eminent domain/condemnation, the Lessor may, by written notice to the Lessee delivered on or before the date of surrendering possession to the public authority, terminate this Lease.

7.5 - All damages awarded for either a total or partial taking under the power of eminent domain/condemnation, of the Leased **land**, including fee title, described in paragraphs 2.1 and 2.2 shall belong to and be the property of the Lessor, except damages awarded as compensation for diminution in value to the leasehold interest which shall belong to and be the property of the Lessee. The Lessee shall be entitled to all damages and costs flowing from its loss of the leasehold interest including, but

not limited to, loss of the value of the remaining terms of the Lease, the economic value of the Lease, depreciation and cost of removal of the Lessee's supplies and fixtures, and relocation cost.

ARTICLE VIII - ESTOPPEL

8.1 - The Lessee shall, within fourteen (14) days of receipt of a request by the Lessor, pursuant to paragraph 12.1, certify, to the extent the Lessee believes the information to be true and deliver to the Lessor an executed estoppel certificate (Enclosure "D"). The Lessee's failure to deliver such statement shall be conclusive upon the Lessee that:

a) This Lease is in full force and effect without modification except as may be represented by the Lessor,

b) There are no uncured defaults in the Lessor's performance,

ARTICLE IX - Deleted, Not Applicable

ARTICLE X - LESSOR'S MORTGAGEE

10.1 - For purposes of this Article, the term "Lessor's mortgagee" means any party of record holding a mortgage or deed of trust on the Leased **land** described in paragraphs 2.1 and 2.2, or any part thereof. The Lessor shall give the Lessee written notice that such party holds such lien or deed of trust, and written evidence of the date the mortgage or deed of trust was executed, together with notice of the address of Lessor's mortgagee. A lien held by a Lessor's mortgagee on the Leased **land**, or any portion thereof, is herein referred to as a "Lessor's mortgage".

10.2 - Pursuant to paragraph 10.1, the Lessor has disclosed all mortgages or deeds of trust affecting the Leased **land** set forth in paragraphs 2.1 and 2.2 which exist as of the execution date of this Lease. If a mortgage or deed of trust exists or existed, as of the execution date of the original Lease, the Lessor shall cause each mortgagee to execute in favor of the Lessee the Nondisturbance Agreement, attached as Enclosure "E", whereby said mortgagee agrees that it will not disturb the Lessee's tenancy in the event of foreclosure or other succession to the interest of the Lessor. Enclosure "E" shall be executed before this Lease becomes effective. Any mortgage is to be subordinate to this Lease, and any future amendment thereto unless specifically provided otherwise in writing.

10.3 - If the Leased **land** is at any time during the term of this Lease subject to a Lessor's mortgage, then, whenever the Lessee gives notice to the Lessor alleging default by the Lessor in performance of any covenant or obligation under this Lease, the Lessee shall simultaneously give a copy of such notice to the Lessor's mortgagee (at the address of the Lessor's mortgagee provided pursuant to paragraph 10.1). Lessor's mortgagee shall have the right (but not the obligation) to cure or remedy Lessor's default during the same time period that is permitted to the Lessor hereunder for the remedying or curing of such default. Lessee will accept such curative or remedial action taken by a Lessor's mortgagee with the same effect as if such action had been taken by the Lessor. Any claims for damages by the Lessee shall not be waived by the Lessor's mortgagee's corrective or remedial action.

10.4 - In the event that the Lessor's mortgagee of record (or any other party) shall acquire title to the Leased **land** or shall succeed to the Lessor's interest in this Lease, whether through foreclosure of the Lessor's mortgage, conveyance in lieu of foreclosure, or otherwise (collectively, a "foreclosure"), the Lessor's mortgagee (or other such party) shall thereupon, and without the necessity of attornment or other act or agreement, be substituted as the Lessee's landlord under this Lease, and shall be

subject to the obligations thereof. The rights acquired by the Lessor's mortgagee are subordinate to this Lease and all of the Lessee's rights under the Lease continue undisturbed.

ARTICLE XI - CANCELLATION

11.1 - This Lease may be cancelled by the Lessee during any period of possession if the Lessor is notified in writing at least **ninety (90)** days prior to the effective date of cancellation.

11.2 – Deleted, Not Applicable

11.3 - This Lease may be cancelled by the Lessee provided the Lessor is notified in writing at least thirty (30) days prior to the effective date of cancellation and any one of the following occur:

a) The Lessor or any subcontractor, manufacturer or supplier of the Lessor appears in the register compiled by the **State of Michigan** pursuant to 1980 PA 278, as amended, MCL 423.321 et seq. (Employers Engaging in Unfair Labor Practices Act).

b) The Lessor or any subcontractor, manufacturer or supplier of the Lessor is found guilty of discrimination, pursuant to 1976 PA 453, as amended, MCL 37.2101 et seq. (Elliott-Larsen Civil Rights Act); or 1976 PA 220, as amended, MCL 37.1101 et seq. (Persons with Disabilities Civil Rights Act). This covenant is cross referenced in Article III.

c) Deleted, Not Applicable

d) The Leased **land is** taken for a public purpose by eminent domain/condemnation proceedings by a governmental unit. This covenant is cross referenced in Article VII.

e) The Lessee's use of the Leased **land** is in violation of local adopted ordinance, or recorded deed restrictions.

f) The Lessee acquires fee title to the Leased land in paragraphs 2.1 and 2.2. This covenant is cross referenced in Article VI.

g) The Lessor fails to maintain the Leased **land in** a tenantable condition, described in and subject to the notice provision in paragraph 3.1(s). The Lessee shall provide detailed written notice to the Lessor, of not less than thirty (30) days, to correct defaults. **Additional time to cure any defects may be allowed at the Lessee's sole discretion, if the Lessor proceeds with due diligence both during and after such thirty (30) day period.**

h) The Lessor fails to repair or restore the Leased **land** for damage.

i) Deleted, Not Applicable

j) Damage or destruction **is so extensive as to constitute a total destruction of the Leased land or State structures upon the land.**

11.4 - This Lease may be cancelled by the Lessor if the Lessee is notified in writing at least sixty (60) days prior to the effective date of cancellation and any one of the following occur:

a) **The Leased land is taken by eminent domain/condemnation proceedings, as referenced in Article VII.**

ARTICLE XII - NOTICE, APPLICATION, AND APPROVALS

12.1 - Any notice to Lessee required by this Lease shall be complete if submitted in writing and transmitted by personal delivery (with signed delivery receipt), or certified or registered mail return receipt request, or by a nationally recognized overnight delivery service. Unless either party notifies the other in writing of a different mailing address, notice to the Lessor and/or Lessee shall be transmitted to:

Lessor	Lessee
Mr. John M. Burt, County Administrator	Robert M. Burns, Director, Real Estate Division
County of Otsego	Michigan Department of Technology, Management & Budget
225 West Main	
Gaylord, Michigan 49735	<u>For private carrier delivery:</u>
	3111 W. St. Joseph Street
	Lansing, MI 48917
	<u>For U.S. Postal service delivery:</u>
	P.O. Box 30026
	Lansing, MI 48909
E-mail: jburt@otsegocountymi.gov	Copy to Michigan State Police
Telephone: 989-731-7520	Kathleen Fay
Fax:	Department Services Division
	Management Services
	P.O. Box 30634
	Lansing, MI 48909
	Copy to Department of Technology, Management & Budget
	Troy Spitzley, Facilities Specialist
	3111 W. St. Joseph Street
	Lansing, MI 48917

The notice shall be deemed effective as of Noon, Eastern Time on either (i) the third business day following the date of mailing, if transmitted by mail or (ii) the date on which the noticed party receives or refuses receipt of the notice, if transmitted by personal delivery, or a nationally recognized overnight delivery service. Business day is defined as any day other than a Saturday, Sunday, legal holiday, or day preceding a legal holiday. A receipt from a U.S. Postal Service, or successor agency, performing such function shall be conclusive evidence of the date of mailing.

12.2 - This Lease shall be interpreted in accordance with the laws of the State of Michigan.

12.3 - This Lease shall be binding upon and to the benefit of the heirs, executors, administrators, and assigns of the Lessor; and upon and to the benefit of the assignees and sublessees of the Lessee.

12.4 - This Lease shall not be binding or effective on either party until approved (and notarized as necessary) by the Lessor, Lessee, Department of the Attorney General, Department of Technology, Management & Budget, Building Committee of the State Administrative Board, and the State Administrative Board. If this Lease or any subsequent amendments to it fall within the requirements of 1984 PA 431, as amended, MCL 18.1101 et seq. (Management and Budget Act), this Lease and any subsequent amendments to it shall also require approval of the Joint Capital Outlay Subcommittee of the Legislature.

12.5 - This Lease supersedes and cancels a Lease between Lessor and Lessee, which was approved by the State Administrative Board, Item #10, on **September 27, 2005**, between **Otsego County**, as Lessor, and the State of Michigan, Department of **Michigan State Police**, as Lessee, for a **Land Lease** located at **580 South Otsego Avenue (Old US 27), Gaylord, Michigan**, consisting of **approximately One Half (½) acre of land**, which is a part of the Leased premises herein described, which said Lease shall be null and void when this Lease becomes effective.

12.6 - Should any provision of this Lease or any addenda thereto be found to be illegal or otherwise unenforceable by a court of law, such provision shall be severed from the remainder of the Lease, and such action shall not affect the enforceability of the remaining provisions of the Lease.

12.7 - This Lease, with all enclosures and attachments as listed below, constitutes the entire agreement between the parties with regard to this transaction and may be amended only in writing and executed in the same manner as this Lease was originally executed, as under paragraph 12.4.

12.8 - Electronic Funds Transfer (EFT): Public Act 533 of 2004 requires that payments under this Lease be processed by electronic funds transfer (EFT). Lessor is required to register to receive payments by EFT at the Contract & Payment Express website (www.mi.gov/cpexpress).

Enclosure "A" - 1 page, site plan

Enclosure "B" - 3 pages, legal description

Enclosure "C" - Deleted, Not Applicable

Enclosure "D" - 1 page, estoppel

Enclosure "E" - 2 pages, Nondisturbance Agreement

IN WITNESS WHEREOF, the parties to this Lease subscribe their names on the date set forth below:

Lessor:

_____ Date: _____
Signature

Print Name:

Title:

State of Michigan, County of _____.

The foregoing instrument was acknowledged before me on this _____ day of _____,

2017, by _____,
Type or print name(s) of person(s) signing this document

the _____ for the _____,

of _____, Michigan Municipal Corporation.

_____, Notary Public in the County of _____.

Acting in the County of _____, State of Michigan.

My commission expires _____.

IN WITNESS WHEREOF, the parties to this Lease subscribe their names on the date set forth below:

Lessee: Michigan State Police

_____ Date: _____
Signature

Print Name:
Title:

State of Michigan, County of _____.

The foregoing instrument was acknowledged before me on this _____ day of _____,

2017, by _____,
Type or print name(s) of person(s) signing this document

the _____, for the Michigan State Police.

_____, Notary Public in the County of _____.

Acting in the County of _____, State of Michigan.

My commission expires _____.

IN WITNESS WHEREOF, the parties to this Lease subscribe their names on the date set forth below:

Lessee: Department of Technology, Management & Budget

_____ Date: _____
Signature

Print Name:
Title:

State of Michigan, County of _____.

The foregoing instrument was acknowledged before me on this _____ day of _____,
2017, by _____,
Type or print name(s) of person(s) signing this document

the _____, for the Michigan Department of Technology,
Management & Budget.

_____, Notary Public in the County of _____.

Acting in the County of _____, State of Michigan.

My commission expires _____.

IN WITNESS WHEREOF, the parties to this Lease subscribe their names on the date set forth below:

Lessee:

_____ Date: _____
Signature

Robert M. Burns
Director, Real Estate Division
Department of Technology, Management & Budget

State of Michigan, County of _____

The foregoing instrument was acknowledged before me on this ____ day of _____, 2017, by Robert M. Burns, Director of the Real Estate Division of the Michigan Department of Technology, Management & Budget.

_____, Notary Public in the County of _____.

Acting in the County of _____, State of Michigan.

My commission expires _____.

This Lease has been approved as to legal form by the Michigan Attorney General _____

This Lease was approved by the Michigan State Administrative Board on

Item #

Form Updated: 10-22-2015

Enclosure "D" to Lease #11031-2017 by and between County of Otsego, and the State of Michigan for the Department of Michigan State Police.

SAMPLE ESTOPPEL CERTIFICATE

Date

Lessor Name/Mailing Address

Attn: Name of Lessor

Subject: Department of XXXXXXXXXXXX, Located at 1445 XXXXXXXXXXXX Avenue, Anytown, Michigan (#1234)

A review of the lease between XXXXXXXXXXXXXXXXXXXX and the State of Michigan for the above facility has been requested. Information obtained from this review might be used in negotiations for a possible change in ownership or financing of the facility.

The undersigned [is/is not] in possession as a tenant of certain rental space situated at [address of premises], Michigan, consisting of x,xxx square feet of [office/ warehouse/ residential/ (other)] space with a monthly rental of \$xx,xxx.xx. In connection therewith, the undersigned represents as follows:

The Leased premises [are/ will be] occupied pursuant to a certain written Lease dated [month/ day/ year] between the State of Michigan, as Lessee and [Lessor's name], a [corporation/ partnership/ trust/ estate etc.] as Lessor. Such Lease is presently in full force and effect [and has been amended "x" times].

The term of possession provided in the Lease [commenced/ commences] on [month/ day/ year] and expires on [month/ day/ year]. Renewal options are provided which can be exercised to extend possession to [month/ day/ year]. [Actual possession took place on [month/ day/ year] at which time rental payments started]. [An agreement [was/ was not] written to change the Lease dates to coincide with the date of possession].

This Lease [may] contain(s) a [lump-sum/ rental rate] adjustment clause for [liability insurance/ real property taxes/ other].

The undersigned [has/ has not] accepted possession of the Leased premises. Obligations or improvements required by the terms of said Lease, to be furnished or made by the Lessor to the premises, have been completed to date to the satisfaction of the undersigned with the exception of the following items:

1. [items listed here], 2. etc., and 3., etc.

The most recent rent paid to the Lessor or Lessor's agent was for the month of XXXXX; no rent has been paid more than thirty days in advance of its due date. There is no security deposit. The last payment of its proportionate share of real property taxes and insurance was made by the undersigned to the Lessor on [month/ day/ year] as a part of the regular monthly rental payment; no such payment has been made more than thirty days in advance of its due date.

The State [pays utilities directly with the exception of water and sewer service; proportional payment for water and sewer service made directly to the Lessor upon presentation of a billing document from the city. Common area expenses are paid as a part of the monthly rental].

The undersigned knows of no default or breach of the Lease by either the Lessor or State except obligations or improvements listed above - if any. The Lessor holds no deposit or other property of the State. There are no offsets, claims, or rent deductions except those which might be made by the State by its Department of XXXXXXXXXXXX. The Lessor should contact [name of State agency contact person] for information about rent deductions. The Lease (as amended) represents the entire agreement between the parties as to the Leased premises.

Sincerely,
Robert M. Burns
Director, Real Estate Division

XXX:xxx cc: Department contact person

Enclosure "E" to Lease #11031-2017 by and between County of Otsego, as Lessor and the State of Michigan for the Department of Michigan State Police.

SAMPLE NONDISTURBANCE AGREEMENT

This Agreement between _____, hereinafter called "Mortgagee," the State of Michigan by the Department of Technology, Management & Budget for the Department of _____, hereinafter called "Lessee," and _____, hereinafter called "Lessor," which terms "Lessor," "Lessee," and "Mortgagee" shall include the successors and assigns of the respective parties.

THE FOLLOWING is a recital of facts underlying this Agreement:

By State Lease #*****, [as amended], which is by reference made a part of this Agreement (hereinafter the Lease), Lessor in consideration of the rents reserved therein, and of the terms, covenants, conditions, and agreements set forth in the Lease, has demised and let to Lessee, and Lessee has leased from Lessor, certain premises described in Lease paragraphs 2.1 and 2.2, located in _____, for an original term extending until (date), and for any exercised extensions.

Mortgagee is the holder of a mortgage made by (name of Lessor), dated _____ which mortgage covers the real property described in Lease paragraphs 2.1 and 2.2 and buildings thereon, and other property, rights, franchises and privileges more particularly described in the Mortgage (which collectively are herein called the "Mortgaged Property").

Lessor is the owner and holder of title to the Mortgaged Property.

Mortgagee shall recognize Lessee's rights under the Lease in the event of a foreclosure of Mortgagee's lien.

The parties agree as follow:

So long as Lessee is not in default (beyond any period given Lessee to cure such default) in the payment of rent or additional rent, or the performance of any other terms, covenants, or conditions of the Lease, Lessee's possession under the Lease and Lessee's rights and privileges thereunder, or under any extensions or renewals thereof that may be affected in accordance with any option contained in the Lease, shall not be diminished or interfered with by Mortgagee. (The term "Mortgagee" shall include any purchaser at a foreclosure sale). Lessee's occupancy shall not be disturbed by Mortgagee during the term of this Lease or any extensions or renewals thereof.

As indicated in Lease Article X, when Mortgagee is substituted as the Lessee's Lessor, Mortgagee is subject to the obligation of the Lease including any amendments to the Lease. It is the intention of the parties hereto to incorporate the Lease into this Agreement by reference with the same force and effect as if set forth fully verbatim herein.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement the day and year first above written.

Lessee: State of Michigan

By: _____

Name: _____

Title: _____

Date: _____

*State of Michigan, County of _____.

| Acknowledged before me this _____ day of _____, 20____, by _____
| the _____ of _____, State of Michigan.

* _____, Notary Public in the County of _____,

| Notary signature

* Acting in the County of _____, State of Michigan. My Commission expires: _____.

Lessor:
By: _____
Name: _____
Date: _____

*State of Michigan, County of _____.
*
* Acknowledged before me this _____ day of _____, 20_____, by _____
| Name of Lessor
| the _____ of _____,
*
* _____, Notary Public in the County of _____,
* Notary signature
* Acting in the County of _____, State of Michigan.
|
| My Commission expires: _____.

Mortgagee: _____
By: _____
Title: _____
Date: _____

*State of Michigan, County of _____.
*
* Acknowledged before me this _____ day of _____, 20_____, by _____
| Name of Mortgagee
| the _____ of _____,
*
* _____, Notary Public in the County of _____,
* Notary signature
* Acting in the County of _____, State of Michigan.
|
| My Commission expires: _____.

OTSEGO COUNTY
Board of Commissioners



EXECUTIVE SUMMARY

AGENDA ITEM: Credit Card Policy Updates	AGENDA DATE: August 22, 2017
AGENDA PLACEMENT: Committee Reports, A. Budget & Finance Committee, Item 1.	ACTION REQUESTED: Motion to Approve
STAFF CONTACT(S): Rachel Frisch, Finance Director/County Administrator	ATTORNEY REVIEW: No

BACKGROUND/DISCUSSION:

The County's credit card policy required new wording and updates.

RECOMMENDATION:

Staff requests approval of the updated Credit Card Policy.



County Credit Card Account Management Program

County Board Approval:

- A. Background. Credit card accounts exist for the use in purchasing goods and services for the County.
- B. Otsego County Credit Card Account Management Policy.
 1. The County Credit Card Account Manager and Custodians are listed as follows:
 - Administration Credit Card – County Administrator
 - Treasurer’s Office Credit Card – County Treasurer
 - Sheriff’s Office Credit Card – County Sheriff
 2. Upon the termination of employment of a County Credit Card Account Manager, all cards and account records will be turned over to the successor in that position or to the Board Chair in the event that there is no immediate successor in that position.
 3. Management of a County credit card account.
 - a. Credit card issuance and control: each card will be logged in and out by signature in a locally prepared custody log book or folder.
 - b. A County credit card may be used only by a County employee **unless specifically approved by the Administrator prior to use.**
 - c. County credit cards may be used only for the purchase of goods and services in conjunction with official County business.
 - d. Specific limitations on County credit card accounts and credit card use:
 - 1.) County credit card accounts are normally to be utilized by County employees to pay for travel expenses (lodging, meals, transportation, etc.) in conjunction with official County business and travel.
 - 2.) County credit cards may be utilized to purchase goods and services in as much as the single line item purchase price of goods or services may not exceed \$500 without prior written approval of the County Administrator.
 - e. The following additional procedures and requirements apply:
 - 1.) Employees entrusted with County credit cards are responsible for protection and custody of the card and will immediately notify the account manager if the card is lost or stolen.

- 2.) Employees shall NOT write down the credit card number. Further, the credit card shall NOT be authorized for use unless the card has been signed out and the appropriate paperwork completed prior to use.
 - 3.) Prior to using the credit card, the employee must verify that sufficient budget dollars are available for the intended purchase, and those budget dollars are in the appropriate line item.
 - 4.) Not later than the first business day following the purchase of goods/services or the return from official travel, the user of the credit card will return the credit card to the account manager.
 - 5.) At the same time the credit card is returned, an itemized Otsego County Credit Card Expense Voucher with original itemized receipts for all purchases attached is to be turned in to the account manager.
 - 6.) Attachment (1) is the Otsego County Credit Card Expense Voucher for use in documenting official County credit card expenditures.
- f. Upon receipt of the itemized voucher, the account manager will:
- 1.) Authenticate each expense listed on the voucher.
 - 2.) Verify that an original itemized receipt is included for each expense.
 - 3.) Determine the appropriate budget line item that the payment for each item on this voucher is to be charged to and so indicate in the space provided.
 - 4.) Reconcile and validate approved departmental vouchers against the monthly credit card account statement when received.
 - 5.) Forward the validated monthly credit card account statement (with budget line item delineated for each charge) and the associated and reconciled/validated departmental credit card expense vouchers for payment.
- g. Upon receipt of the validated monthly credit card account statement from appropriate departments, monthly credit card bills will be paid immediately so as to avoid interest payments necessitated by overdue account balances. Any late fees incurred shall be charged to the department that cause the late fees.
- h. The cognizant County oversight authority for credit card account management is the standing Finance Committee. Periodic review of individual and departmental management of these accounts will occur to ensure conformance with approved County policy.
- i. Disciplinary measures consistent with existing County policies and practices will be taken in the event that County credit cards are used inappropriately or not in consonance with this policy.
- j. An officer or employee issued a credit card shall return the credit card upon the termination of his or her employment or service in office with the local unit.

OTSEGO COUNTY
Board of Commissioners



EXECUTIVE SUMMARY

AGENDA ITEM: EMS Cash Advance Request	AGENDA DATE: August 22, 2017
AGENDA PLACEMENT: Committee Reports, A. Budget & Finance Committee, Item 2.	ACTION REQUESTED: Motion to Approve
STAFF CONTACT(S): Rachel Frisch, Finance Director/County Administrator	ATTORNEY REVIEW: No

BACKGROUND/DISCUSSION:

Otsego County EMS is requesting a cash advance of \$150,000.00 for the next five (5) months. The Affordable Care Act and lack of medical insurance has caused a shortfall in cash flow.

RECOMMENDATION:

Staff requests approval of the cash advance request of \$150,000.00 for the next five (5) months to OCEMS.

**OTSEGO COUNTY EMS RESCUE
P.O. BOX 642 100 MCLOUTH ROAD
GAYLORD, MICHIGAN 49734
989-732-9085**

07/25/2017

Ref: Cash Advance for EMS

**Rachel Frisch, Administrator
Otsego County**

Dear Mrs. Frisch:

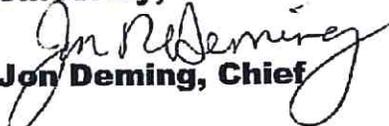
Otsego County EMS Rescue is asking for a cash advancement for the next five (5) months. Our needs may be as much as a \$150,000.00 for this period time, this would help cover the payroll and payable for the next 150 days.

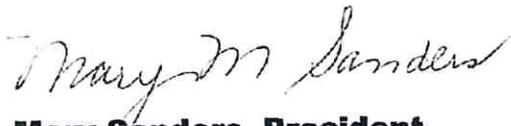
The Affordable Care Act and the lack of medical insurance has cause our shortfall in cash flow but the run volume is increasing each year. 2015 run volume was 3965 and 2016 run volume was 4002, and 2017 as of 7/15/17 is at 2202. The public without insurance has cost EMS over \$125,000.00 with no way to recover any fees for services.

Otsego County EMS Rescue has worked with the Board Commissioners and Mrs. Frisch to put a new millage on the ballot for November, 2017 to increase from .04 to .078 which will increase our revenue which will keep our system ready to help the citizens of the county.

The county may recover the \$150,000.00 from our millage money for the year 2018.

Sincerely,


Jon Deming, Chief


Mary Sanders, President

Attachments: year to date call volume

YEARS OF RUNS	2014	2015	2016	2017
JANUARY	303	371	335	373
FEBRUARY	292	315	318	280
MARCH	279	330	286	319
APRIL	242	294	316	329
MAY	290	340	322	319
JUNE	254	307	314	382
JULY	306	359	355	
AUGUST	308	360	366	
SEPTEMBER	303	329	326	
OCTOBER	325	340	339	
NOVEMBER	323	325	333	
DECEMBER	343	295	392	
	3568	3965	4002	

OTSEGO COUNTY
Board of Commissioners



EXECUTIVE SUMMARY

AGENDA ITEM: OCR 17-20 OCBS Deficit Elimination Plan	AGENDA DATE: August 22, 2017
AGENDA PLACEMENT: Committee Reports, A. Budget & Finance Committee, Item 3.	ACTION REQUESTED: Motion to Approve
STAFF CONTACT(S): Rachel Frisch, Finance Director/County Administrator	ATTORNEY REVIEW: No

BACKGROUND/DISCUSSION:

The County's Bus System has a \$351,142.00 deficit fund balance on December 31, 2016, and Act 275 of the Public Acts of 1980 requires that a Deficit Elimination Plan be formulated by the local unit government and filed with the Michigan Department of Treasury.

RECOMMENDATION:

Staff requests adoption of OCR 17-20.

Minutes of a regular meeting of the Otsego County Board of Commissioners, held in Room 100 at the County Building, 225 W. Main St., Gaylord, Michigan on the 22nd day of August, 2017 beginning at 9:30 a.m.

PRESENT: _____

ABSENT: _____

The following preamble and resolution was offered by Commissioner: _____.

OCR 17-20
OCBS Deficit Elimination Plan
 Otsego County Board of Commissioners
 August 22, 2017

WHEREAS, Otsego County's Bus System has a \$351,142 deficit fund balance on December 31, 2016; and

WHEREAS, Act 275 of the Public Acts of 1980 requires that a Deficit Elimination Plan be formulated by the local unit of government and filed with the Michigan Department of Treasury, now, therefore, be it

RESOLVED that the County's legislative body adopts the following as the Bus System fund Deficit Elimination Plan:

Fund Balance (Deficit) January 1	Actual 2015	Actual 2016	Projected 2017	Projected 2018	Projected 2019	Projected 2020	Projected 2021
Operating revenues							
Charges for services (1)	336,031	341,872	348,709	383,580	391,252	399,077	407,059
Operating expenses							
Salaries and fringes (2)	1,265,053	1,450,700	1,395,000	1,079,000	1,079,000	1,079,000	1,079,000
Depreciation (3)	203,421	165,226	158,818	143,113	38,810	38,807	38,807
Other	381,931	338,841	338,841	338,841	338,841	338,841	338,841
Total operating expenses	<u>1,850,405</u>	<u>1,954,767</u>	<u>1,892,659</u>	<u>1,560,954</u>	<u>1,456,651</u>	<u>1,456,648</u>	<u>1,456,648</u>
Operating (loss) gain	(1,514,374)	(1,612,895)	(1,543,950)	(1,177,374)	(1,065,399)	(1,057,571)	(1,049,589)
Nonoperating revenues (expenses)							
State operating grants	596,545	618,595	618,595	618,595	618,595	618,595	618,595
Federal operating grants	269,951	318,587	318,587	318,587	318,587	318,587	318,587
Property taxes levied (4)	285,647	284,610	284,610	303,110	309,172	315,355	321,662
Gain on disposal of capital assets	11,905	-	-	-	-	-	-
Other revenues	35,537	8,954	8,954	8,954	8,954	8,954	8,954
Total nonoperating revenues (expenses)	<u>1,199,585</u>	<u>1,230,746</u>	<u>1,230,746</u>	<u>1,249,246</u>	<u>1,255,308</u>	<u>1,261,491</u>	<u>1,267,798</u>
Income (loss) before transfers	(314,789)	(382,149)	(313,204)	71,872	189,909	203,920	218,209
Transfers in	-	13,000	-	-	-	-	-
Transfers out	-	-	-	-	-	-	-
Change in net position	(314,789)	(369,149)	(313,204)	71,872	189,909	203,920	218,209
Net position, beginning of year	926,144	611,355	242,206	(70,998)	874	190,783	394,704
Net position, end of year	611,355	242,206	(70,998)	874	190,783	394,704	612,913
Statement of Net Position							
Investment in capital assets	750,527	593,348	434,530	291,418	252,608	213,801	174,995
Unrestricted (deficit)	(139,172)	(351,142)	(505,528)	(290,544)	(61,825)	180,903	437,918
Total net position	<u>\$ 611,355</u>	<u>\$ 242,206</u>	<u>\$ (70,998)</u>	<u>\$ 874</u>	<u>\$ 190,783</u>	<u>\$ 394,704</u>	<u>\$ 612,913</u>

- (1) Charges for services is comprised of contracts with local organizations for transportation. These contracts are being evaluated and the customers will be charged a higher rate to ensure the cost of providing the service is fully covered by the income received.
- (2) There is a planned staff reduction of a combination of part-time and full-time employees that will equate to a reduction of 4 FTEs, plus streamlining of bus routes. Additionally, a lower cost health insurance plan will be implemented and an increased contribution to the MERS retirement plan.
- (3) This reflects the actual depreciation schedule of the Bus System.
- (4) Property taxes have been adjusted each year to reflect anticipated growth in taxable value in Otsego County.

A ROLL CALL VOTE WAS TAKEN AS FOLLOWS:

YES: _____

 NO: _____
 ABSTAIN: _____

THE RESOLUTION WAS DECLARED ADOPTED.

Kenneth C. Bortoni, Chairman

Susan I. DeFeyter, County Clerk

STATE OF MICHIGAN)
 §
 COUNTY OF OTSEGO)

The undersigned, being the duly qualified and acting Clerk of the County of Otsego, hereby certifies that the foregoing is a true and complete copy of a resolution duly adopted by the Otsego County Board of Commissioners at its regular meeting held on the 22nd day of August, 2017, at which meeting a quorum was present and remained throughout and that an original thereof is on file in the records of the County. I further certify that the meeting was conducted, and public notice thereof was given, pursuant to and in full compliance with Act No. 267, Public Acts of Michigan, 1976, as amended, and that the minutes of such meeting were kept and will be or have been made available as required thereby.

Susan I. DeFeyter, County Clerk

DATED: _____, 2017

**OTSEGO COUNTY
Board of Commissioners**



EXECUTIVE SUMMARY

AGENDA ITEM: Fee Schedule Updates – Airport Hangar Rental Fees	AGENDA DATE: August 22, 2017
AGENDA PLACEMENT: Committee Reports, A. Budget & Finance Committee, Item 4.	ACTION REQUESTED: Motion to Approve
STAFF CONTACT(S): Rachel Frisch, Finance Director/County Administrator	ATTORNEY REVIEW: No

BACKGROUND/DISCUSSION:

The Gaylord Regional Airport is requesting an increase to Hangar Rental Fees for NEW renters not existing renters. To increase fees from \$165.00-\$220.00 to \$215.00-\$270.00.

RECOMMENDATION:

Staff requests the increase to Hangar Rental Fees.

Otsego County Fee Schedule

Updated: ~~October 4, 2016~~ August 22, 2017

AIRPORT

Landing Fees (waived with minimum fuel purchase):

Commercial	Minimum Fuel	
Single Piston	20 Gallons	\$20.00
Single Turbine	40 Gallons	\$25.00
Twin Piston	40 Gallons	\$25.00
Turbo Prop/Light Jets	80 Gallons	\$50.00
Jets Over 20,000 lbs.	160 Gallons	\$80.00

Other Fees:

Cold Hangar		\$50.00
Additional Night		\$25.00
Heated Hangar Nightly		\$85.00
Forklift		\$50.00
De-Ice	\$40.00 plus \$13.00 a Gallon	
Parking light Aircraft		\$5.00
Parking Turbine/Jets		\$25.00
After Hours / First Hour		\$125.00
Additional Hour		\$100.00
Miscellaneous Charge, Requiring Manpower. Example: AC plug in		\$25.00
Ground Power Unit	\$40.00 plug in \$20.00 an hour	
Off Airport Service		\$250.00
Off Airport Service additional hour		\$100.00
Off Airport Service Weekend/Holiday		\$350.00
Off Airport Service Weekend/Holiday additional hour		\$150.00

Hangar Rentals:

Range from ~~\$165 to \$220~~ **\$215 to \$270** a month depending on hangar size/conditions and amenities. **(increase applies to NEW renters; not existing renters as of 8/22/17)**
 Example: Does the door open manually or with automatic opener.

Fuel

Amount based on the market.

Note: Otsego County does not charge Recreational Flyers for landing. The only charge is for parking.

Note: We do not charge Emergency Service Aircraft like "Life Flight" for landing or parking.

Special Event Fees (Non-aviation related events)

Tier 1: Event requires very little or no support from Airport staff.	\$100.00
Tier 2: Event requires some airport staff participation and facility alteration.	\$250.00
Tier 3: Event requires full involvement of airport facilities, staff, and coordination with outside agencies or companies.	Negotiated based on costs incurred

OTSEGO COUNTY
Board of Commissioners



EXECUTIVE SUMMARY

AGENDA ITEM: Animal Control Budget Amendments	AGENDA DATE: August 22, 2017
AGENDA PLACEMENT: Committee Reports, A. Budget & Finance Committee, Item 5, a. & b.	ACTION REQUESTED: Motion to Approve
STAFF CONTACT(S): Rachel Frisch, Finance Director/County Administrator	ATTORNEY REVIEW: No

BACKGROUND/DISCUSSION:

Animal Control fund 212-430 requires an increase for overtime wages.
Animal Control budget amendment required for new construction of garage.

RECOMMENDATION:

Staff requests approval of budget amendments for overtime and garage construction.



**OTSEGO COUNTY
BUDGET AMENDMENT**

FUND/DEPARTMENT: 212-430 /Animal Control

As provided for in the Uniform Budget and Accounting Act of 1978, as amended, and consistent with Otsego County Policy, the Administrator and Finance Director are hereby authorized to record the following adjustments to the budget.

Fund Type: General Special Revenue Debt Service Capital Project Business-Type (Enterprise or Internal Svc)

DESCRIPTION Overtime line item

REVENUE

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

EXPENDITURE

Account Number	Increase	Decrease
212-430-703.070	\$ 2000.00	\$
212-430-704.400	\$	\$ 600.00
212-901-970.440	\$	\$ 275.00
212-901-970.450	\$	\$ 650.00
212-430-930.500	\$	\$ 475.00
	\$	\$
Total	\$ 2000.00	\$ 2000.00

M. Fitzgerald

Aug. 2, 2017

Department Head Signature

Date

Finance Department
Entered:
By:

Administrator's Signature

Date

Board Approval Date (if necessary)

Budget Adjustment #

Posting Number



OTSEGO COUNTY BUDGET AMENDMENT

FUND/DEPARTMENT: Animal Control

As provided for in the Uniform Budget and Accounting Act of 1978, as amended, and consistent with Otsego County Policy, the Administrator and Finance Director are hereby authorized to record the following adjustments to the budget.

Fund Type: General Special Revenue Debt Service Capital Project Business-Type (Enterprise or Internal Svc)

DESCRIPTION To construct a garage for the animal shelter

REVENUE

Account Number	Decrease	Increase
212-050-400.001-Budgeted Use of Fund Balance	\$	\$ 50,000
	\$	\$
	\$	\$
	\$	\$
Total	\$	\$

EXPENDITURE

Account Number	Increase	Decrease
212-901-970.200-Property-Buildings	\$ 50,000	\$
	\$	\$
	\$	\$
	\$	\$
	\$	\$
	\$	\$
Total	\$ 50,000	\$ 50,000

Department Head Signature Date

Administrator's Signature Date

8/22/17
Board Approval Date (if necessary)

Budget Adjustment #

Posting Number

Finance Department
Entered:
By:

OTSEGO COUNTY
Board of Commissioners



EXECUTIVE SUMMARY

AGENDA ITEM: Parks & Recreation Budget Amendment-purchase pickup truck	AGENDA DATE: August 22, 2017
AGENDA PLACEMENT: Committee Reports, Item B, a.	ACTION REQUESTED: Motion to Approve
STAFF CONTACT(S): Rachel Frisch, Finance Director/County Administrator	ATTORNEY REVIEW: No

BACKGROUND/DISCUSSION:

Parks & Recreation requests funds to purchase a new pickup truck for use by their department.

RECOMMENDATION:

Staff requests approval for the purchase of a new pickup truck for the Parks & Recreation Department.

**OTSEGO COUNTY
Board of Commissioners**



EXECUTIVE SUMMARY

AGENDA ITEM: Financial Reports-July 2017	AGENDA DATE: August 22, 2017
AGENDA PLACEMENT: Administrator's Report, Item A.	ACTION REQUESTED: Motion to Approve
STAFF CONTACT(S): Rachel Frisch, Finance Director/County Administrator	ATTORNEY REVIEW: No

BACKGROUND/DISCUSSION:

Financial Reports for July 2017.

RECOMMENDATION:

Staff requests approval of the July 2017 Financial Reports

Fund 101 GENERAL FUND

GL Number	Description	PERIOD ENDED 07/31/2016	PERIOD ENDED 07/31/2017
*** Assets ***			
101-000-001.001	EQUITY IN POOLED CASH-GEN FUND	244,197.50	467,702.96
101-000-001.002	CASH RESERVE BOND ACCT	0.00	3,307.94
101-000-004.000	IMPREST CASH	200.00	200.00
101-000-004.130	IMPREST CASH - COURTS	2,750.00	2,750.00
101-000-004.131	IMPREST CASH - CIRCUIT COURT	1,020.00	1,020.00
101-000-004.141	IMPREST CASH - FOC	300.00	300.00
101-000-004.172	IMPREST CASH - ADMINISTRATION	125.00	125.00
101-000-004.253	IMPREST CASH - TREASURER	5,500.00	5,500.00
101-000-004.257	IMPREST CASH - EQUALIZATION	50.00	50.00
101-000-004.261	IMPREST CASH - MSU EXTEN	100.00	100.00
101-000-004.268	IMPREST CASH - ROD	200.00	200.00
101-000-004.301	IMPREST CASH - SHERIFF	400.00	400.00
101-000-004.351	IMPREST CASH - CORRECTIONS	20.00	20.00
101-000-017.000	INVESTMENTS	200,000.00	334,181.51
101-000-026.000	TAXES REC - REAL - DELQ	189,743.00	209,790.67
101-000-026.001	TAXES REC - PER PROP - DELQ	28,686.63	20,720.26
101-000-040.000	ACCOUNTS RECEIVABLE	11,468.00	249.20
101-000-072.000	DUE FROM OTHER GOVERNMENTS	2,830.28	6,886.47
101-000-078.000	DUE FROM STATE	0.00	2,200.28
101-000-103.000	POSTAGE INVENTORY	3,590.15	2,283.05
101-000-106.000	SUPPLIES INVENTORY	14,760.21	12,754.86
101-000-123.000	PREPAID EXPENSE	0.00	4,300.00
Total Assets		705,940.77	1,075,042.20
*** Liabilities ***			
101-000-339.001	DEF REV - PERSONAL PROP TAX	28,686.63	20,720.26
Total Liabilities		28,686.63	20,720.26
*** Fund Balance ***			
101-000-390.000	FUND BALANCE - UNASSIGNED	2,634,077.27	2,948,778.25
101-000-390.395	NONSPENDABLE FUND BAL - INVENTORY	12,911.48	12,500.00
101-000-393.010	RESTRICTED FUND BAL-MARRIAGE COUNSEL	57,993.36	57,993.36
101-000-393.090	RESTRICTED FUND BAL- MOTORCYCLE SFTY	3,528.04	3,528.04
Total Fund Balance		2,708,510.15	3,022,799.65
Beginning Fund Balance		2,708,510.15	3,022,799.65
Net of Revenues VS Expenditures		(2,031,256.01)	(1,968,477.71)
Ending Fund Balance		677,254.14	1,054,321.94
Total Liabilities And Fund Balance		705,940.77	1,075,042.20

Fund 245 PUBLIC IMPROVEMENT FUND

GL Number	Description	PERIOD ENDED 07/31/2016	PERIOD ENDED 07/31/2017
*** Assets ***			
245-000-001.001	EQUITY IN POOLED CASH-PUBLIC IMPROV	621,927.22	1,224,546.09
245-000-017.000	INVESTMENTS	737,000.00	274,012.85
245-000-040.000-MNTL_HLTH_	ACCOUNTS RECEIVABLE	123,808.21	105,908.17
245-000-084.000	DUE FROM OTHER FUNDS	67,141.24	12,049.45
245-000-198.000	LONG TERM ADV TO OTH FUNDS	53,366.37	32,119.12
245-000-198.210-AMB0000000	LONG TERM ADV TO EMS	252,414.34	171,330.52
Total Assets		1,855,657.38	1,819,966.20
*** Liabilities ***			
Total Liabilities		0.00	0.00
*** Fund Balance ***			
245-000-390.000	FUND BALANCE - UNASSIGNED	1,793,969.11	1,816,252.88
Total Fund Balance		1,793,969.11	1,816,252.88
Beginning Fund Balance		1,793,969.11	1,816,252.88
Net of Revenues VS Expenditures		61,688.27	3,713.32
Ending Fund Balance		1,855,657.38	1,819,966.20
Total Liabilities And Fund Balance		1,855,657.38	1,819,966.20

Fund 257 BUDGET STABILIZATION

GL Number	Description	PERIOD ENDED 07/31/2016	PERIOD ENDED 07/31/2017
*** Assets ***			
257-000-001.001	EQUITY IN POOLED CASH-BUDGET STABIL	756,094.74	839,377.74
257-000-017.000	INVESTMENTS	729,092.40	645,800.84
Total Assets		1,485,187.14	1,485,178.58
*** Liabilities ***			
Total Liabilities		0.00	0.00
*** Fund Balance ***			
257-000-390.000	FUND BALANCE - UNASSIGNED	1,485,187.14	1,485,187.14
Total Fund Balance		1,485,187.14	1,485,187.14
Beginning Fund Balance		1,485,187.14	1,485,187.14
Net of Revenues VS Expenditures		0.00	(8.56)
Ending Fund Balance		1,485,187.14	1,485,178.58
Total Liabilities And Fund Balance		1,485,187.14	1,485,178.58

Fund 260 LEGAL DEFENSE FUND

GL Number	Description	PERIOD ENDED 07/31/2016	PERIOD ENDED 07/31/2017
*** Assets ***			
260-000-001.001	EQUITY IN POOLED CASH-LEGAL DEFENSE	107,633.50	54,213.83
Total Assets		107,633.50	54,213.83
*** Liabilities ***			
Total Liabilities		0.00	0.00
*** Fund Balance ***			
260-000-390.000	FUND BALANCE - UNASSIGNED	122,450.02	86,951.58
Total Fund Balance		122,450.02	86,951.58
Beginning Fund Balance		122,450.02	86,951.58
Net of Revenues VS Expenditures		(14,816.52)	(32,737.75)
Ending Fund Balance		107,633.50	54,213.83
Total Liabilities And Fund Balance		107,633.50	54,213.83

Fund 266 EQUIPMENT FUND

GL Number	Description	PERIOD ENDED 07/31/2016	PERIOD ENDED 07/31/2017
*** Assets ***			
266-000-001.001	EQUITY IN POOLED CASH-EQUIPMENT	134,307.15	120,595.79
Total Assets		134,307.15	120,595.79
*** Liabilities ***			
Total Liabilities		0.00	0.00
*** Fund Balance ***			
266-000-390.000	FUND BALANCE - UNASSIGNED	130,401.49	95,946.73
Total Fund Balance		130,401.49	95,946.73
Beginning Fund Balance		130,401.49	95,946.73
Net of Revenues VS Expenditures		3,905.66	24,649.06
Ending Fund Balance		134,307.15	120,595.79
Total Liabilities And Fund Balance		134,307.15	120,595.79

Fund 499 CAPITAL PROJECTS FUND

GL Number	Description	PERIOD ENDED 07/31/2016	PERIOD ENDED 07/31/2017
*** Assets ***			
499-000-001.001	EQUITY IN POOLED CASH-CAPITAL PROJ	332,503.57	417,283.90
499-000-001.002-BOILER	CASH RESERVE BOND ACCT	100,000.00	200,000.00
499-000-001.002-DOORS CTY	CASH RESERVE BOND ACCT	50,000.00	0.00
499-000-001.002-TENNIS	CASH RESERVE BOND ACCT	0.00	15,000.00
499-000-001.002-WINDOWS	CASH RESERVE BOND ACCT	100,000.00	0.00
499-000-017.000	INVESTMENTS	100,000.00	0.00
499-000-084.000	DUE FROM OTHER FUNDS	8,000.00	0.00
Total Assets		690,503.57	632,283.90
*** Liabilities ***			
Total Liabilities		0.00	0.00
*** Fund Balance ***			
499-000-390.000	FUND BALANCE - UNASSIGNED	647,449.47	404,546.90
Total Fund Balance		647,449.47	404,546.90
Beginning Fund Balance		647,449.47	404,546.90
Net of Revenues VS Expenditures		43,054.10	227,737.00
Ending Fund Balance		690,503.57	632,283.90
Total Liabilities And Fund Balance		690,503.57	632,283.90

Fund 569 DEBT SERVICE

GL Number	Description	PERIOD ENDED 07/31/2016	PERIOD ENDED 07/31/2017
*** Assets ***			
569-000-040.000	ACCOUNTS RECEIVABLE	(35,000.00)	0.00
569-000-072.000	DUE FROM OTHER GOVERNMENTS	760,000.00	725,000.00
Total Assets		725,000.00	725,000.00
*** Liabilities ***			
569-000-339.000	DEFERRED REVENUE	725,000.00	725,000.00
Total Liabilities		725,000.00	725,000.00
*** Fund Balance ***			
Total Fund Balance		0.00	0.00
Beginning Fund Balance		0.00	0.00
Net of Revenues VS Expenditures		0.00	0.00
Ending Fund Balance		0.00	0.00
Total Liabilities And Fund Balance		725,000.00	725,000.00

Fund 647 HEALTH CARE FUND

GL Number	Description	PERIOD ENDED 07/31/2016	PERIOD ENDED 07/31/2017
*** Assets ***			
647-000-001.001	EQUITY IN POOLED CASH-HEALTH CARE	171,067.57	43,470.09
647-000-004.000	IMPREST CASH	2,000.00	2,000.00
647-000-017.000	INVESTMENTS	100,000.00	200,000.00
647-000-040.000	ACCOUNTS RECEIVABLE	2,380.86	6,324.44
647-000-123.000	PREPAID EXPENSE	15,645.96	92,823.44
Total Assets		291,094.39	344,617.97
*** Liabilities ***			
Total Liabilities		0.00	0.00
*** Fund Balance ***			
647-000-390.000	FUND BALANCE - UNASSIGNED	394,860.11	350,314.42
Total Fund Balance		394,860.11	350,314.42
Beginning Fund Balance		394,860.11	350,314.42
Net of Revenues VS Expenditures		(103,765.72)	(5,696.45)
Ending Fund Balance		291,094.39	344,617.97
Total Liabilities And Fund Balance		291,094.39	344,617.97

REVENUE AND EXPENDITURE REPORT FOR OTSEGO COUNTY
 PERIOD ENDING 07/31/2017

GL NUMBER	YTD BALANCE		2017 AMENDED BUDGET	YTD BALANCE		AVAILABLE BALANCE	% BDGT USED
	NORMAL	(ABNORMAL)		NORMAL	(ABNORMAL)		
Fund 101 - GENERAL FUND							
010-PROPERTY TAXES	304,130.10		5,001,111.00		308,666.85	4,692,444.15	6.17
015-STATE UNRESTRICTED RE	261,522.00		652,464.00		341,172.00	311,292.00	52.29
025-INTEREST EARNINGS	103,147.36		185,000.00		86,015.35	98,984.65	46.49
030-OTHER REVENUE	94,872.11		275,216.00		81,833.83	193,382.17	29.73
050-SPECIAL ITEMS/TRANSFE	81,194.00		340,105.00		110,000.00	230,105.00	32.34
131-CIRCUIT COURT	97,620.06		208,350.00		113,172.78	95,177.22	54.32
132-LEIN FEES	4,812.50		11,800.00		6,158.42	5,641.58	52.19
133-DRUG COURT GRANT	29,346.59		147,612.00		59,009.41	88,602.59	39.98
134-RDSS TRANSPORT GRANT	3,048.30		15,000.00		3,879.40	11,120.60	25.86
136-DISTRICT COURT	331,358.38		443,705.00		256,044.12	187,660.88	57.71
145-JURY COMMISSION	5,222.50		5,500.00		1,482.50	4,017.50	26.95
148-PROBATE COURT	94,606.54		183,300.00		97,580.35	85,719.65	53.24
166-FAMILY COUNSELING SER	2,159.00		4,000.00		2,033.00	1,967.00	50.83
215-COUNTY CLERK/ROD	154,392.47		271,550.00		217,371.43	54,178.57	80.05
253-TREASURER	6,433.60		8,600.00		5,959.92	2,640.08	69.30
257-EQUALIZATION	1,272.00		37,200.00		20,481.90	16,718.10	55.06
267-PROSECUTOR	32,709.07		58,450.00		43,678.84	14,771.16	74.73
268-CHILD SUPPORT SPECIAL	15,914.48		48,000.00		19,520.24	28,479.76	40.67
301-SHERIFF	4,910.32		14,602.00		5,501.97	9,100.03	37.68
302-SHERIFF - CIVIL DIVIS	18,151.48		30,000.00		17,796.59	12,203.41	59.32
320-JUSTICE TRAINING	905.67		3,000.00		930.05	2,069.95	31.00
331-MARINE SAFETY	0.00		1,500.00		20.00	1,480.00	1.33
332-MOTORCYCLE SAFETY EDU	8,999.00		64,700.00		11,224.00	53,476.00	17.35
333-SNOWMOBILE GRANT	195.37		9,000.00		2,946.06	6,053.94	32.73
334-SECONDARY ROAD PATROL	41,317.00		40,000.00		41,664.00	(1,664.00)	104.16
336-OFF-ROAD VEHICLE GRAN	0.00		3,500.00		0.00	3,500.00	0.00
351-JAIL	33,274.53		72,600.00		21,816.60	50,783.40	30.05
427-EMERGENCY SERVICES	(381.02)		6,100.00		0.00	6,100.00	0.00
450-REMONUMENTATION	13,915.20		37,075.00		14,830.00	22,245.00	40.00
721-PLANNING / ZONING	75,405.00		91,935.00		61,980.00	29,955.00	67.42
TOTAL REVENUES	1,820,453.61		8,270,975.00		1,952,769.61	6,318,205.39	23.61
101-COMMISSIONERS	110,901.80		204,118.00		114,805.58	89,312.42	56.24
105-OTHER LEGISLATIVE	21,223.56		21,242.00		21,223.56	18.44	99.91
131-CIRCUIT COURT	551,539.65		1,095,683.00		564,804.07	530,878.93	51.55
132-LEIN FEES	5,280.00		11,800.00		6,218.42	5,581.58	52.70
133-DRUG COURT GRANT	52,181.51		134,162.00		59,581.67	74,580.33	44.41
134-RDSS TRANSPORT GRANT	3,142.05		15,000.00		4,279.40	10,720.60	28.53
136-DISTRICT COURT	37,309.86		34,912.00		0.00	34,912.00	0.00
145-JURY COMMISSION	12,554.07		45,675.00		3,794.95	41,880.05	8.31
148-PROBATE COURT	98,369.45		174,845.00		99,618.33	75,226.67	56.98
149-PROBATION/PAROLE	756.96		1,500.00		259.45	1,240.55	17.30
166-FAMILY COUNSELING SER	2,030.00		4,000.00		350.00	3,650.00	8.75
172-COUNTY ADMINISTRATOR	80,314.00		168,073.00		42,018.00	126,055.00	25.00
201-FINANCE DEPARTMENT	54,888.00		115,694.00		28,923.00	86,771.00	25.00
215-COUNTY CLERK/ROD	154,264.26		280,691.00		154,646.35	126,044.65	55.09
223-EXTERNAL AUDIT	11,266.71		11,825.00		11,824.51	0.49	100.00
228-INFORMATION TECHNOLOG	25,430.21		61,381.00		28,274.40	33,106.60	46.06
253-TREASURER	74,359.68		127,069.00		70,414.60	56,654.40	55.41
257-EQUALIZATION	123,345.21		225,986.00		119,128.95	106,857.05	52.72
261-COOPERATIVE EXTENSION	40,737.29		59,926.00		41,092.18	18,833.82	68.57
262-ELECTIONS	14,514.94		20,740.00		0.00	20,740.00	0.00
265-BUILDING AND GROUNDS	140,000.00		290,000.00		72,500.00	217,500.00	25.00
267-PROSECUTOR	278,206.52		576,112.00		308,868.28	267,243.72	53.61
268-CHILD SUPPORT SPECIAL	30,011.43		58,710.00		28,854.14	29,855.86	49.15
270-HUMAN RESOURCES	43,354.00		90,991.00		22,747.00	68,244.00	25.00
278-SURVEYOR	0.00		200.00		0.00	200.00	0.00
280-OTSEGO CONSERVATION D	4,000.00		4,000.00		4,000.00	0.00	100.00
301-SHERIFF	397,454.50		949,186.00		512,485.49	436,700.51	53.99
302-SHERIFF - CIVIL DIVIS	24,647.73		38,632.00		36,172.15	2,459.85	93.63
306-SANE	20,000.00		20,000.00		20,000.00	0.00	100.00
320-JUSTICE TRAINING	1,254.44		3,000.00		1,016.83	1,983.17	33.89
331-MARINE SAFETY	2,904.23		6,772.00		5,384.42	1,387.58	79.51
332-MOTORCYCLE SAFETY EDU	23,500.27		64,700.00		26,229.60	38,470.40	40.54
333-SNOWMOBILE GRANT	232.53		12,751.00		3,481.38	9,269.62	27.30
334-SECONDARY ROAD PATROL	46,158.30		89,419.00		54,060.58	35,358.42	60.46
336-OFF-ROAD VEHICLE GRAN	381.43		8,651.00		3,993.33	4,657.67	46.16
351-JAIL	576,658.13		1,036,786.00		535,946.35	500,839.65	51.69
427-EMERGENCY SERVICES	15,000.00		30,000.00		15,000.00	15,000.00	50.00
445-DRAINS	0.00		6,000.00		0.00	6,000.00	0.00
450-REMONUMENTATION	0.00		37,075.00		0.00	37,075.00	0.00
601-DISTRICT HEALTH	146,931.75		205,606.00		154,204.50	51,401.50	75.00
605-COMMUNICABLE DISEASES	500.00		500.00		500.00	0.00	100.00
631-SUBSTANCE ABUSE	17,871.00		78,421.00		19,293.00	59,128.00	24.60
648-MEDICAL EXAMINER	47,991.78		103,650.00		42,062.54	61,587.46	40.58
649-MENTAL HEALTH	23,500.75		94,003.00		23,500.75	70,502.25	25.00

REVENUE AND EXPENDITURE REPORT FOR OTSEGO COUNTY
 PERIOD ENDING 07/31/2017

GL NUMBER	YTD BALANCE 07/31/2016		2017 AMENDED BUDGET	YTD BALANCE 07/31/2017		AVAILABLE BALANCE		% BGD USED
	NORMAL	(ABNORMAL)		NORMAL	(ABNORMAL)	NORMAL	(ABNORMAL)	
Fund 101 - GENERAL FUND								
681-VETERANS BURIAL	4,299.49		7,650.00		1,800.00		5,850.00	23.53
682-VETERANS AFFAIRS	31,011.13		59,846.00		28,785.38		31,060.62	48.10
721-PLANNING / ZONING	40,928.56		94,879.00		49,139.17		45,739.83	51.79
729-CHAMBER OF COMMERCE	997.50		1,500.00		0.00		1,500.00	0.00
731-ECONOMIC ALLIANCE	15,000.00		15,000.00		15,000.00		0.00	100.00
851-INSURANCE AND BONDS	(48,657.00)		255,000.00		94,159.00		160,841.00	36.93
853-HEALTH CARE RETIREES	37,726.08		280,878.00		240,070.25		40,807.75	85.47
864-DISTRIBUTIVE SERVICES	19,558.86		79,575.00		49,209.76		30,365.24	61.84
941-CONTINGENCY	0.00		88,905.00		0.00		88,905.00	0.00
961-APPROPRIATION - HUMAN	8,904.00		8,904.00		8,904.00		0.00	100.00
966-APPROPRIATION - AIRPO	119,641.00		239,281.00		0.00		239,281.00	0.00
967-APPROPRIATION - CHILD	142,500.00		350,000.00		87,500.00		262,500.00	25.00
968-APPROPRIATION - FOC	56,632.00		113,264.00		28,316.00		84,948.00	25.00
969-APPROPRIATION - OTHER	13,000.00		40,806.00		40,806.00		0.00	100.00
970-APPROPRIATION - EQUIP	15,000.00		0.00		0.00		0.00	0.00
971-APPROPRIATION - SLDRS	0.00		5,000.00		5,000.00		0.00	100.00
972-APPROPRIATION - CAP P	80,200.00		5,000.00		5,000.00		0.00	100.00
978-APPROPRIATION - MAPPI	0.00		6,000.00		6,000.00		0.00	100.00
TOTAL EXPENDITURES	3,851,709.62		8,270,975.00		3,921,247.32		4,349,727.68	47.41
Fund 101 - GENERAL FUND:								
TOTAL REVENUES	1,820,453.61		8,270,975.00		1,952,769.61		6,318,205.39	23.61
TOTAL EXPENDITURES	3,851,709.62		8,270,975.00		3,921,247.32		4,349,727.68	47.41
NET OF REVENUES & EXPENDITURE	(2,031,256.01)		0.00		(1,968,477.71)		1,968,477.71	100.00
BEG. FUND BALANCE	2,708,510.15		3,022,799.65		3,022,799.65			
END FUND BALANCE	677,254.14		3,022,799.65		1,054,321.94			
Fund 245 - PUBLIC IMPROVEMENT FUND								
025-INTEREST EARNINGS	11,688.27		20,000.00		3,713.32		16,286.68	18.57
030-OTHER REVENUE	153,919.00		0.00		0.00		0.00	0.00
090-COURT FEES AND COSTS	67,102.00		0.00		0.00		0.00	0.00
TOTAL REVENUES	232,709.27		20,000.00		3,713.32		16,286.68	18.57
901-CAPITAL OUTLAY	171,021.00		0.00		0.00		0.00	0.00
941-CONTINGENCY	0.00		20,000.00		0.00		20,000.00	0.00
TOTAL EXPENDITURES	171,021.00		20,000.00		0.00		20,000.00	0.00
Fund 245 - PUBLIC IMPROVEMENT FUND:								
TOTAL REVENUES	232,709.27		20,000.00		3,713.32		16,286.68	18.57
TOTAL EXPENDITURES	171,021.00		20,000.00		0.00		20,000.00	0.00
NET OF REVENUES & EXPENDITURE	61,688.27		0.00		3,713.32		(3,713.32)	100.00
BEG. FUND BALANCE	1,793,969.11		1,816,252.88		1,816,252.88			
END FUND BALANCE	1,855,657.38		1,816,252.88		1,819,966.20			
Fund 257 - BUDGET STABILIZATION								
025-INTEREST EARNINGS	0.00		5,000.00		(121.81)		5,121.81	(2.44)
TOTAL REVENUES	0.00		5,000.00		(121.81)		5,121.81	(2.44)
941-CONTINGENCY	0.00		5,000.00		(113.25)		5,113.25	(2.27)
TOTAL EXPENDITURES	0.00		5,000.00		(113.25)		5,113.25	(2.27)
Fund 257 - BUDGET STABILIZATION:								
TOTAL REVENUES	0.00		5,000.00		(121.81)		5,121.81	2.44
TOTAL EXPENDITURES	0.00		5,000.00		(113.25)		5,113.25	2.27
NET OF REVENUES & EXPENDITURE	0.00		0.00		(8.56)		8.56	100.00
BEG. FUND BALANCE	1,485,187.14		1,485,187.14		1,485,187.14			
END FUND BALANCE	1,485,187.14		1,485,187.14		1,485,178.58			
Fund 260 - LEGAL DEFENSE FUND								
025-INTEREST EARNINGS	133.98		0.00		64.75		(64.75)	100.00
050-SPECIAL ITEMS/TRANSFER	0.00		50,000.00		0.00		50,000.00	0.00

REVENUE AND EXPENDITURE REPORT FOR OTSEGO COUNTY
 PERIOD ENDING 07/31/2017

GL NUMBER	YTD BALANCE 07/31/2016		2017 AMENDED BUDGET	YTD BALANCE 07/31/2017		AVAILABLE BALANCE		% BDGT USED
	NORMAL	(ABNORMAL)		NORMAL	(ABNORMAL)	NORMAL	(ABNORMAL)	
Fund 569 - DEBT SERVICE								
END FUND BALANCE								
Fund 647 - HEALTH CARE FUND								
025-INTEREST EARNINGS	3,524.28		0.00		2,083.05		(2,083.05)	100.00
030-OTHER REVENUE	1,860.00		0.00		0.00		0.00	0.00
485-HEALTH CARE CONTRIBUT	720,199.79		1,301,116.00		717,320.01		583,795.99	55.13
TOTAL REVENUES	725,584.07		1,301,116.00		719,403.06		581,712.94	55.29
851-INSURANCE AND BONDS	829,349.79		1,301,116.00		725,099.51		576,016.49	55.73
TOTAL EXPENDITURES	829,349.79		1,301,116.00		725,099.51		576,016.49	55.73
Fund 647 - HEALTH CARE FUND								
TOTAL REVENUES	725,584.07		1,301,116.00		719,403.06		581,712.94	55.29
TOTAL EXPENDITURES	829,349.79		1,301,116.00		725,099.51		576,016.49	55.73
NET OF REVENUES & EXPENDITURE	(103,765.72)		0.00		(5,696.45)		5,696.45	100.00
BEG. FUND BALANCE	394,860.11		350,314.42		350,314.42			
END FUND BALANCE	291,094.39		350,314.42		344,617.97			
TOTAL REVENUES - ALL FUNDS	3,401,180.08		10,668,033.00		3,307,520.76		7,360,512.24	31.00
TOTAL EXPENDITURES - ALL FUNDS	5,442,370.30		10,668,033.00		5,058,341.85		5,609,691.15	47.42
NET OF REVENUES & EXPENDITURES	(2,041,190.22)		0.00		(1,750,821.09)		1,750,821.09	100.00
BEG. FUND BALANCE - ALL FUNDS	7,282,827.49		7,261,999.30		7,261,999.30			
END FUND BALANCE - ALL FUNDS	5,241,637.27		7,261,999.30		5,511,178.21			



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PRESENTATION REQUEST FOR BOARD OF COMMISSIONERS MEETINGS

ORGANIZATION/AGENCY Health Dept of Northwest Michigan

PRESENTER Lisa Peacock TITLE Health Officer

ADDRESS 220 W. Garfield Ave

MEETING DATE 8-22-17 TIME 9:30 am

PURPOSE Sharing the Agencies Annual Report

TYPE OF PRESENTATION Oral

EQUIPMENT REQUIRED _____

APPROXIMATE LENGTH 15 Minutes

PASS OUT MATERIAL* Annual Report

*Please have pass out material available for the Commissioners at the County Administrator's office the Thursday prior to the meeting.

EXPECTED DECISION BY THE COMMISSION _____

OTHER INTERESTED INDIVIDUALS TO BE PRESENT:

NAME Erik Van Dam TITLE Deputy Health Officer

NAME _____ TITLE _____

NAME _____ TITLE _____

NAME _____ TITLE _____

DATE OF REQUEST 6/20/17

SIGNATURE _____

COMMITTEE REFERRAL _____

Return completed form to: Otsego County Administrator
225 West Main Street, Room 203
Gaylord, MI 49735
Fax#(989)731-7529

L. Peacock@nwhealth.org

THIS IS *Public Health*

Health Department of Northwest Michigan
2016 ANNUAL REPORT

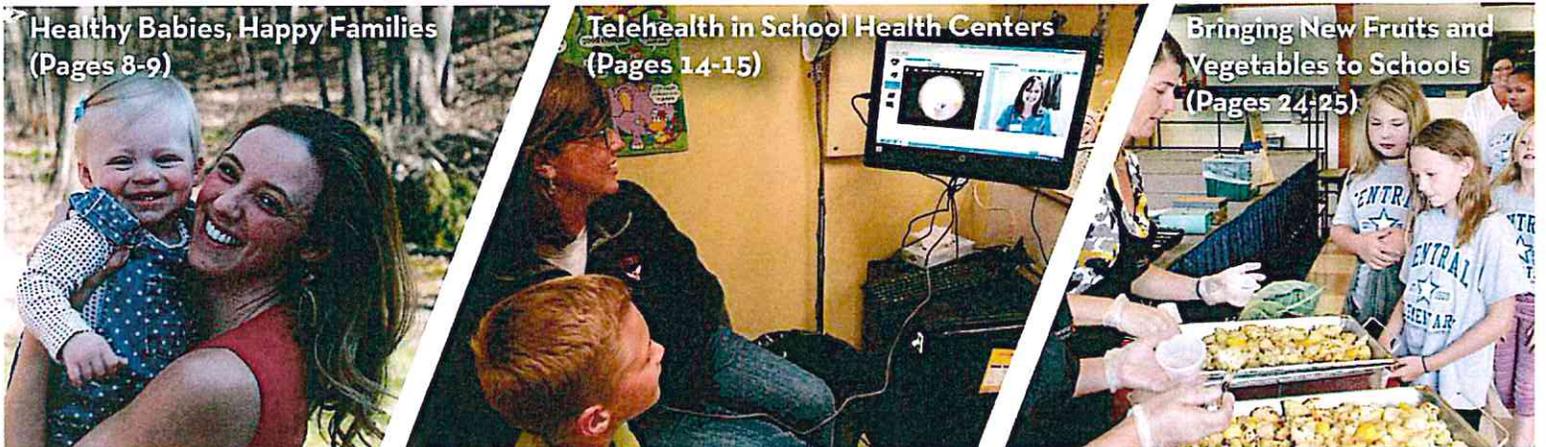
Keeping Northwest Michigan Waterways Clean and Safe

(Pages 27 and 30-31)

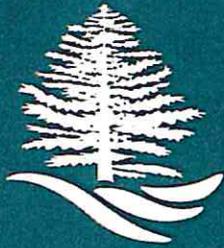
Healthy Babies, Happy Families
(Pages 8-9)

Telehealth in School Health Centers
(Pages 14-15)

Bringing New Fruits and
Vegetables to Schools
(Pages 24-25)



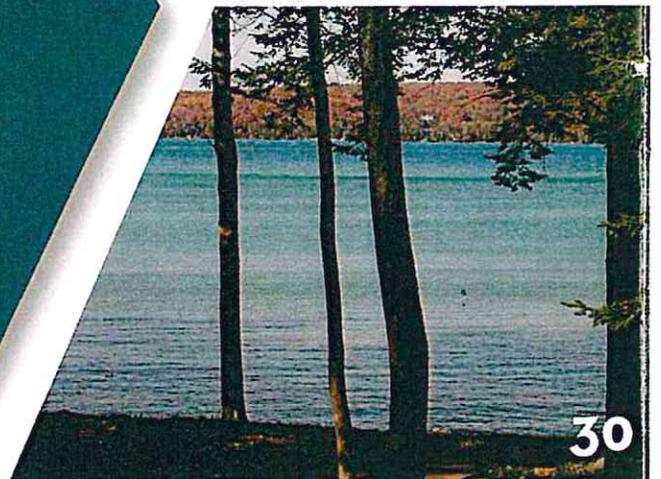
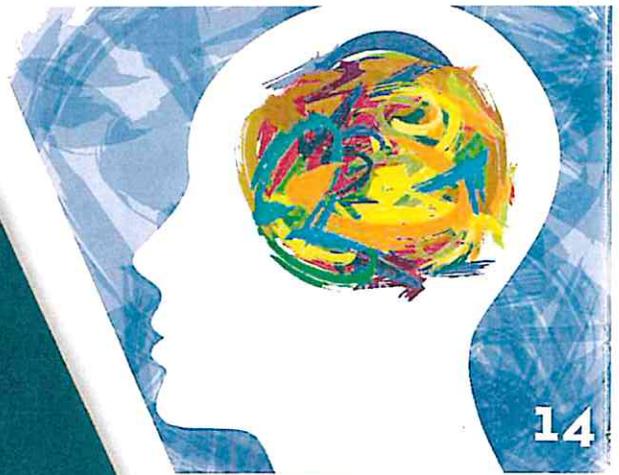
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Cover photo courtesy, Megan Robinson



Letters to the Public



I am pleased to present the Health Department of Northwest Michigan's annual report. I look back on 2016 with great pride in this agency, which has always demonstrated excellence and innovation.

This was a year of significant transition as our health officer, Linda Yaroch, prepared for retirement. Many months, even years, of planning laid the groundwork for this transition and the succession that follows. With her strong leadership, our health department is well prepared for the future. Linda's forty years of service to the Health Department of Northwest Michigan, starting as a public health nurse, is a daunting act to follow, but I am humbled by the opportunity to lead this agency and will strive to serve the people of our district in the very same tradition of excellence that Linda exemplified.

Linda left our staff with words of wisdom that reminded us of our mission of social justice: to ensure that every person has the opportunity to live a life of health in body, mind and environment regardless of their status or position.

The following pages will allow a glimpse into the work that our passionate and talented staff carry out each and every day in this mission to uphold the Michigan Public Health Code. They touch our community in numerous ways, from birth to death and everything in between.

Our health department is organized into several divisions, including Family Health and Community Health divisions which provides a wide array of services to families at home, in our many clinics and in numerous schools. The department's Environmental Health division promotes a healthy community through safe water, food, environment as well as disaster preparedness. The Home Care, Hospice and Aging Services division provides support and services for adults in times of illness through home health and hospice as well as a variety of unique and supportive programs for grieving families and elderly persons. Our eight dental clinics continue to thrive and oral health coordination across the region is reaching those with oral health concerns in non-traditional ways and connecting them to services. And finally, our Administrative Services division touches every service we provide and creates the healthy foundation our agency relies on every day.

Collaboration has also been a strong theme throughout the year as we continue to align visions and values with our partner health departments in the Northern Michigan Public Health Alliance. We provide vital support to one another and are no doubt proving we are stronger when we pool our expertise and other resources together. One of the most significant Alliance accomplishments was the implementation of the Community Health Innovation Region, which is currently underway and testing innovative methods of health care delivery and payment across the region. The Alliance has been recognized for its successful strategies in regionalizing our public health emergency preparedness efforts and creating an inclusive community health needs assessment coordinated with health departments and hospitals across a 25-county region.

I would also like to thank the members of our Board of Health for their ongoing support and belief in our mission that has existed for over 80 years. Although it is inevitable that challenges and uncertainties lie ahead, I am confident that with the dedication and commitment from our Board of Health and our staff we will be able to continue to protect and promote the health of Antrim, Charlevoix, Emmet and Otsego counties with a tradition of excellence and innovation that has come to be expected from the Health Department of Northwest Michigan.

Sincerely,

Lisa M. Peacock, RN, MSN, NP
Health Officer



Two-thousand-sixteen was a busy year marked by agency transitions.

As several of our key employees have retired or left public health, we have kept our focus on continuing to maintain levels of service and building on the foundation and mission to promote healthy communities and families.

It is also our good fortune however to have staff, including many recent hires, that bring new ideas and enthusiasm for public health. We are adopting a new collaborative approach with other local health departments including a shared health officer position, which goes along with the often spoken "do more with less" that we hear every year from our state and federal partners.

It is easy to speak these words, but the reality is that their burden falls on the many professionals who serve our communities every day. They are busy protecting our environment, making sure our food and water are safe, helping families and children eat nutritious foods, protecting us all against vaccine preventable diseases, investigating outbreaks and promoting health in so many other aspects of our lives.

In addition, they must always be ready to respond to emerging issues as well as new and novel concerns such as Ebola or Zika virus. As we have navigated through these changes and prepare to face what the new year brings, I thank all of our Board of Health members and the residents for their support and dedication for the future of public health in Northern Michigan.

In good health,

Joshua Meyerson, MD, MPH
Medical Director

Board of Health

The mission of the Health Department of Northwest Michigan, derived from a commitment and responsibility to the Michigan Public Health Code, is to promote wellness, prevent disease, provide quality health care, address health problems of vulnerable populations and protect the environment for residents and visitors of Antrim, Charlevoix, Emmet and Otsego counties.

Antrim County



Karen Bargo, Chair
Kewadin, MI
Personnel & Finance Committee



Scott Kruger
Mancelona, MI
Program & Evaluation Committee

Emmet County



Jonathan Scheel
Petoskey, MI
Personnel & Finance Committee



Betsy White
Petoskey, MI
Program & Evaluation Committee

Charlevoix County



Nancy Ferguson, Vice Chair
Charlevoix, MI
Program & Evaluation Committee



Shirley Roloff,
Secretary/Treasurer
Charlevoix, MI
Personnel & Finance Committee

Otsego County



Duane Switalski
Johannesburg, MI
Program & Evaluation Committee



Julie Powers
Gaylord, MI
Program & Evaluation Committee

A Tribute to Linda Yaroch

Linda Yaroch, after 40 years of service to the Health Department of Northwest Michigan as a nurse, director and health officer, was honored by the Board of Health on December 6, 2016 with an official resolution. The resolution concluded:

THEREFORE BE IT RESOLVED that the Board of Health commends Linda Yaroch for her service and dedication and on behalf of the Department, its employees, and the people it serves, indicates its appreciation and says *Thank You.*



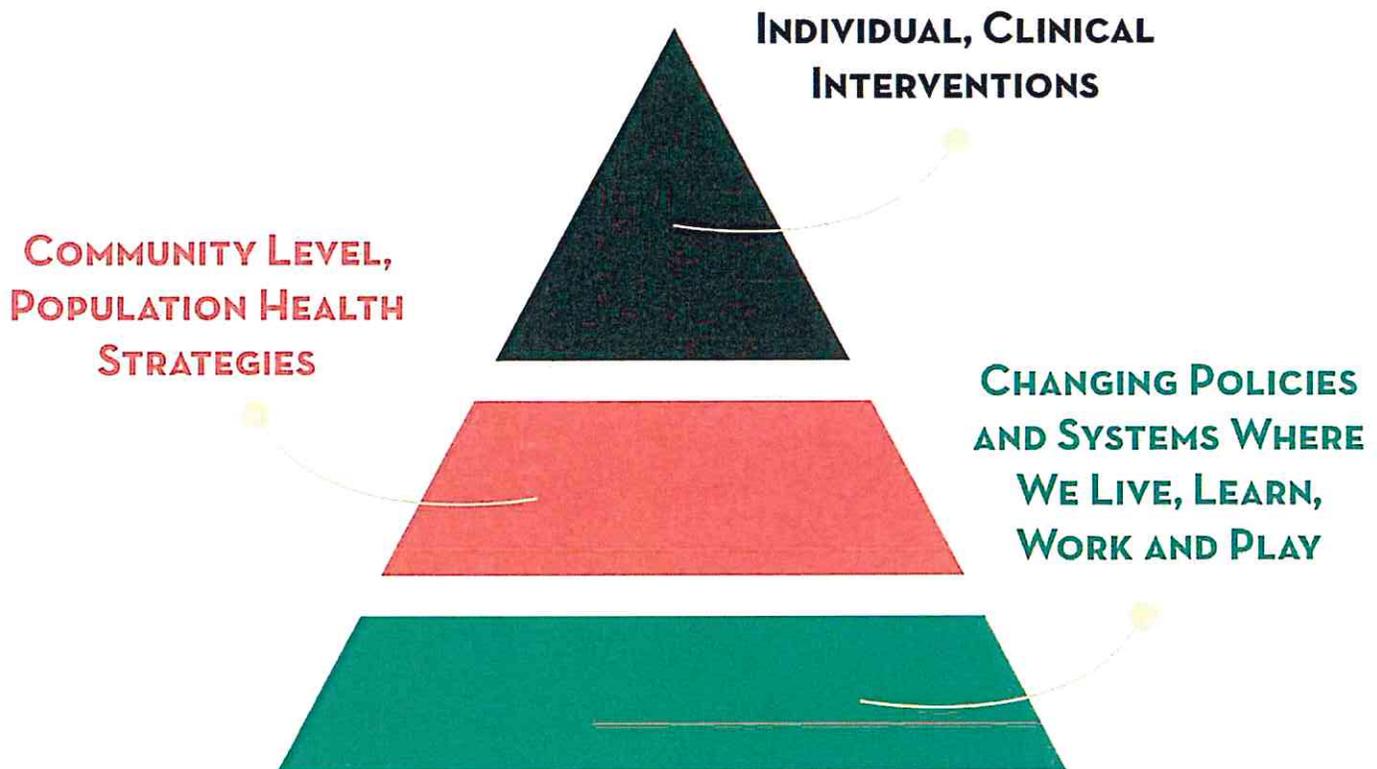
"Part of the mission of public health is the belief that we value all people equally, and that no one should be denied the possibility to be healthy for belonging to a group that has been disadvantaged."

- Linda Yaroch

New Look for 2016

The Health Department of Northwest Michigan's 2016 annual report may look different to you than previous years. Building on the work done by other health departments in Michigan, we used this year's report to tell our story in a bit of different way. Thanks to the dedication of the health department's staff, stories were written about the tremendous work accomplished every day.

You'll find stories on health department programs that touch every aspect of the lifespan, young to old and individual to community health. We've divided the content into a few sections, that take you through the model we practice in public health of addressing health at every level: individual, clinical level interventions to community level population health strategies to changing policies and systems where we live, learn, work and play - and at every step of the lifespan.



Finally, we hope this new format gives you insight into how our local health department carries out our mission to promote wellness, prevent disease, provide quality health care and protect the environment for all residents and visitors.

- Erika Van Dam, MPH, CHES - Deputy Health Officer
and Mike Swain, MPH - Public Information Officer

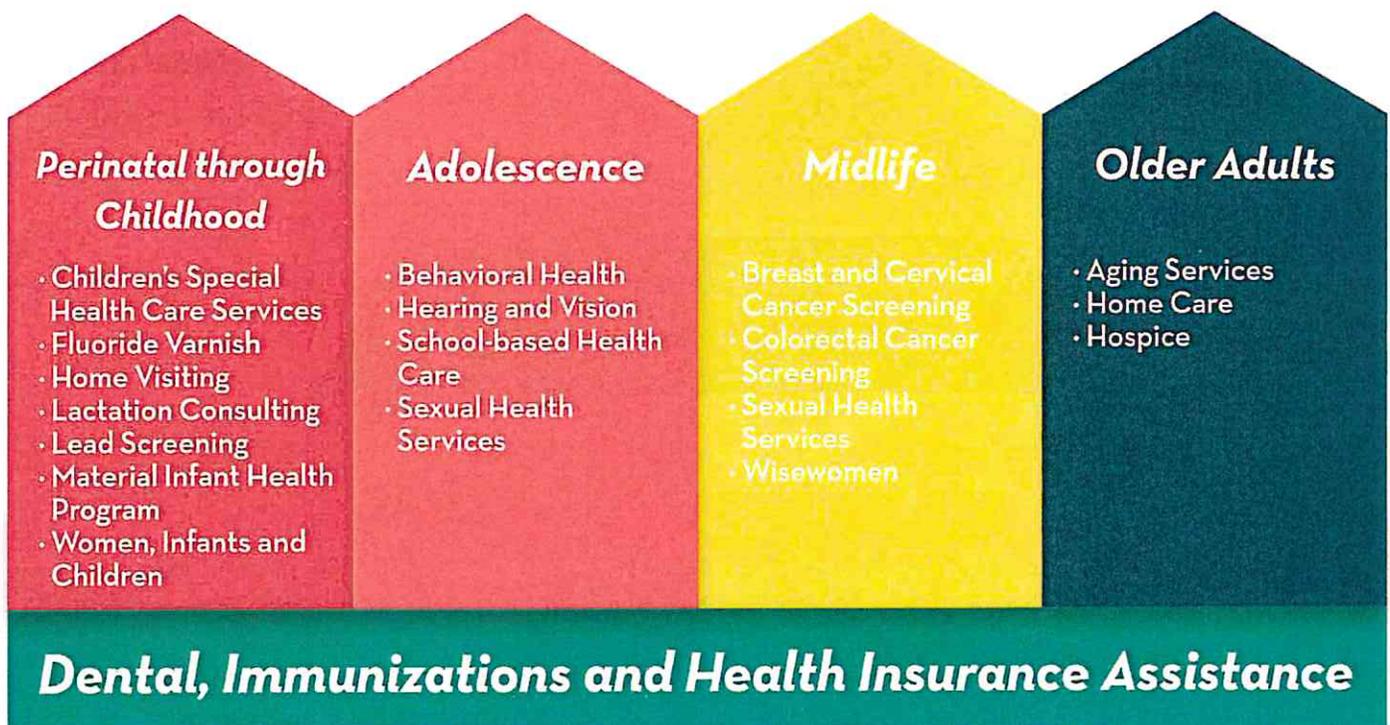
Individual, Clinical Interventions

CARING FOR RESIDENTS ACROSS THE LIFESPAN

The Health Department of Northwest Michigan, in keeping with its **87 years of excellence** in clinical care, provides individual level services to all ages thanks to the expertise and dedication of well trained and skilled staff. These staff members are ingrained in the communities they serve and deliver patient centered care – making it personal.

The following pages will demonstrate the breadth of the work staff do for residents, regardless of where in the district they live, their age or socioeconomic status. Through this work, the health department is there for the community at every step of their life, whether it be comprehensive, home and office based support when a baby is born, a school nurse using telehealth technology with a local physician to diagnose and treat an ear infection, a cancer screening for an uninsured resident or a health department nurse providing skilled home care to a senior.

Below is a graphic describing the stories on the following pages:



Making Health Services Convenient

FOR NORTHWEST MICHIGAN RESIDENTS



The Health Department of Northwest Michigan operates a comprehensive central intake and scheduling service, staffed by four full time operators. When a resident calls the health department's 1-800 number, operators use their extensive knowledge of health care to assist residents. This assistance may look like enrolling a family in WIC, scheduling a dental appointment or helping an individual qualify for a health insurance plan.

Beyond these individual requests, more importantly operators notify callers of service they may need but are not aware of. For example, a mother to a newborn may call to enroll in the WIC nutritional program but also be offered an appointment for an immunization

or the opportunity to have a health department nurse conduct home visits. Or, somebody calling and worried about the price of a service may find out they are eligible for low cost health insurance.

Regardless of the circumstance, the central intake service leads the way in proving there is no wrong door at the Health Department of Northwest Michigan. In accordance with the department's mission and dedication to public health, staff ensure health department services are convenient and easily accessible. In 2016, central intake operators answered 30,302 calls. The reach of the service is crucial to protecting and promoting the health of northwest Michigan residents.

Helping Craft Healthy Lives for the Youngest Residents

While access to health care begins in central intake, the most significant determinants of individual health take place at the earliest ages. These crucial years - from in the womb throughout childhood - cognitive, social, emotional, language and physical development is affected for the rest of one's life. These years set the stage for:

- ❖ SCHOOL SUCCESS
- ❖ HEALTH LITERACY
- ❖ SELF-DISCIPLINE
- ❖ DECISION MAKING
- ❖ EATING HABITS
- ❖ HEALTHY RELATIONSHIPS

This is why the Health Department of Northwest Michigan places a large emphasis on providing services to expectant mothers and children - regardless of income. The health of the youngest residents of northwest Michigan is imperative to the future of public health in the region. In the following pages, you'll find information and stories on a variety of these services offered by the health department. Should you have any questions about enrolling in a program, please call central intake and scheduling at 1 (800) 432-4121.

Source: Healthy People 2020



Healthy Babies,

Support from an International Board Certified Lactation Consultant provides breastfeeding and lactation care across the district



Introduction by: Erika Van Dam, MPH, CHES - Deputy Health Officer
By: Betsy Britton, Charlevoix County resident and breastfeeding mother to Ophelia

Before becoming a mother, I took for granted the great effort that goes into breastfeeding a new baby. I thought breastfeeding would be easy; after all, humans are designed to be able to nurse their babies as their sole nourishment in infancy, and it's one of the very first bonds to occur after birth between mother and child. However, no matter one's passion and dedication to breastfeeding their baby, most women experience some level of struggle, whether it's the baby's latch, breast tenderness, coping with engorgement, confidence in the baby getting enough sustenance, knowledge of how to pump and prepare for the return to work, and the list goes on. That's why, upon receiving this thoughtful letter from Betsy Britton, a resident in Charlevoix County, many of our own employees had emotions surface,

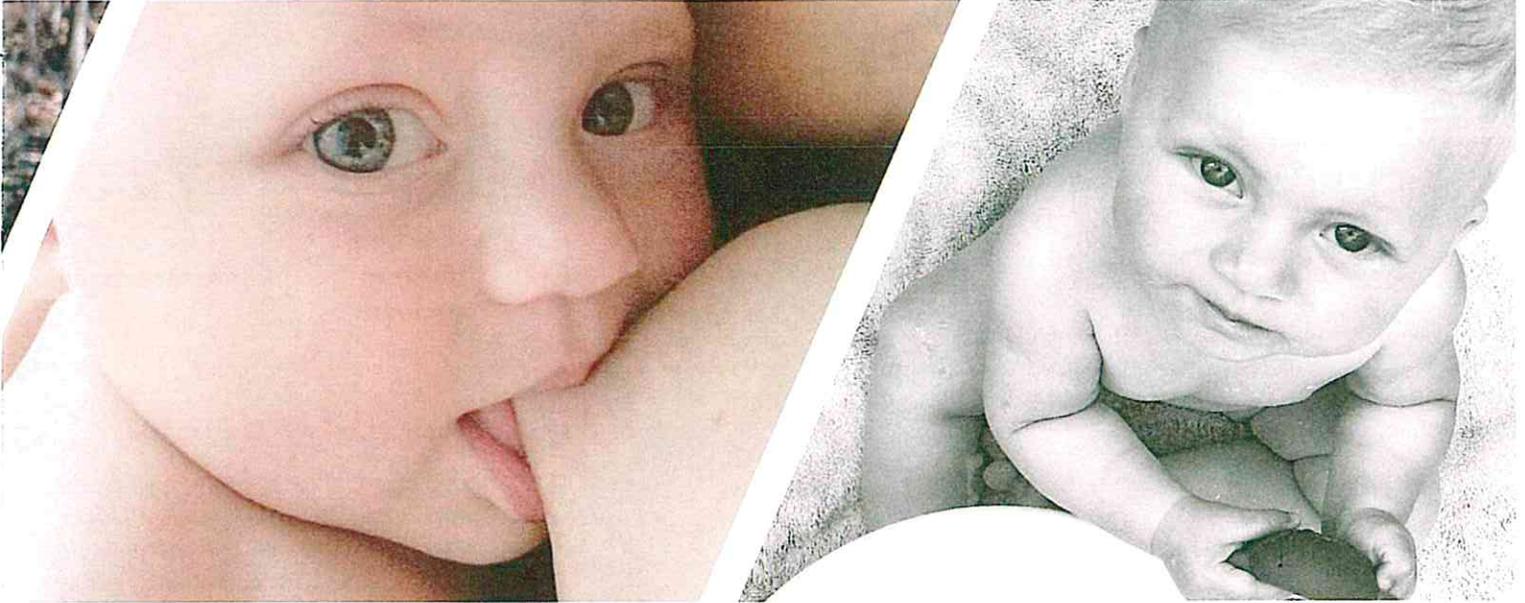
bringing them back to the days when they, themselves, were struggling to have a successful breastfeeding relationship with their child. I hear over and over again from new mothers that, without the support, care, and services from our Certified Lactation Consultants, they would have felt they had no choice but to quit breastfeeding. It is our hope that all mothers have the confidence and ability to breastfeed their babies, if they wish to do so, and our Certified Lactation Consultants will walk with them every step of the way to provide support, encouragement, and care to help establish the mother-baby breastfeeding relationship.

Dedication, compassion, perseverance, expertise and my number one cheerleader. These are just a few words to describe Danica

Howard. I am a goal setter. I am determined and am not someone who takes failure lightly. I knew breastfeeding wouldn't be easy, but I had mentally prepared for the pain I was sure to experience, I had read books and blogs and considered the what-ifs and planned ahead for issues I may encounter.

My daughter, Ophelia, latched immediately and nursed for nearly two hours. I experienced sensitivity in the hospital, but it was manageable. I was told my daughter was a great eater and I was proud! Then when I got home, my milk came in and everything changed. Due to my engorgement Ophelia couldn't latch well and tenderness turned to unbearable, toe curling, breathless pain. On a friend's recommendation, I reached out to Danica to schedule a consultation. She could sense I was at my breaking point and met me

Happy Families



In 2016, we made great strides in our capacity to work with mothers and babies to support breastfeeding efforts throughout our district. We're proud of this commitment to our clients and employees alike. Throughout our offices, the health department is establishing private spaces, that are both warm and comfortable, for nursing and pumping mothers to use. In addition to the environmental change, we've supported multiple staff in becoming Certified Lactation Counselors, Certified Lactation Specialists and International Board Certified Lactation Consultants.

that evening, New Year's Day (yes, a holiday!) at 7:30p.m. She spent time with my husband, daughter and me trying to determine the cause of my suffering.

Little did we know that New Year's Day would be the first of many texts, phone calls, and visits. For weeks, I dealt with excruciating pain that was caused by a multitude of issues that the normal "fixes" were not "fixing." Weeks turned into months. My open lesions created a perfect habitat for thrush. I had a hungry baby that was not gaining weight (being monitored regularly by her pediatrician). Adequate milk production dropped

due to insurmountable stress, agonizing pain and anxiety caused my body not to let down milk, and the list goes on.

Danica helped me through the weeks, days and sometimes just getting through one feeding at a time. She worked hand in hand with my doula, my other lactation consultant, and was my advocate and gave me confidence to work with a doctor who wasn't experienced in handling such a difficult case.

For months this went on, until finally with the knowledge Danica gave me, my thrush healed, and my daughter's small pallet developed.

I finally got to that place I had always imagined - a beautiful bond shared between mother and child.

Despite all my resolve and determination, if it weren't for Danica I would have stopped breastfeeding after the first week. And, this would have been a regret every day of my life. Instead, my thriving, chunky, smiling babe has survived on my nourishment alone. Although she passed through our lives for only a blink of an eye - I will forever be grateful for the invaluable gift Danica has given me and my sweet daughter.

Thank you.

A SNAPSHOT OF Prevention and Protection of Health through Health Department Programs

Hearing and Vision Screening

9,370
school-aged
children
screened

1,706
pre-school
children
screened

729
referrals
for treatment

Preventing hearing and vision loss through screening. The screenings also help identify underlying issues, such as speech, language and social skills.

Immunizations

The health department administers immunizations to help protect individuals and the community from disease. Immunizations are provided across the region at many health department and non-health department locations. More on how immunizations protect the community can be found on page 26.

9,925
doses administered

12,778
doses administered

Blood Lead Screening



Lead can damage the nervous system, kidneys and blood. By testing children, the source of the lead can be eliminated and mitigation techniques, such as diet, can be implemented.

Health Insurance Assistance

532
residents
assisted

Staff help residents enroll in health care plans. In turn, these residents then can see a primary care provider - often for the first time - and catch health problems earlier and improve health outcomes.

Early Childhood Behavioral Health Screenings

1,637 developmental screens

Regardless of income or insurance status, this initiative helps families promote social and emotional development and connect them to behavioral health resources.

Fluoride Varnish Applications

Protects children from tooth decay

2,052 applications

1,123 caries assessments

Healthy Families Northern Michigan

Healthy Families Northern Michigan is a voluntary, non-income based, free home visiting program that offers guidance, information and support to help parents be ready for their baby's birth and raise a healthy family. Healthy Families Northern Michigan support workers can begin seeing families during pregnancy and continue until the child's fourth birthday. Healthy Families Northern Michigan follows the Healthy Families America model, whose vision is that all children receive nurturing care from their family essential to leading a healthy and productive life.

Healthy Families Northern Michigan recognizes that parents are their children's most important teachers. Healthy Families shares child growth and development information and activities with families, along with personalized, family-focused support in the comfort and convenience of the family's home. Family support workers also share information about available community resources.

The family is in the driver's seat!

Proven results:

- » Nurtures child development, including long-term improvements in school performance
- » Helps parents be the best they can be and reach personal goals
- » Studies have shown improvements in: child safety; child health, including increased birth weight; parent-child interaction; school readiness and adjustment in 1st grade; family self-sufficiency; and coordination of services and referrals.

Healthy Families Northern Michigan offers support to families throughout 12 counties in northern Lower Michigan. It is a partnership among four local health departments:

Health Department of Northwest Michigan

- Antrim, Charlevoix, Emmet and Otsego Counties

Central Michigan Health Department

- Roscommon County

District Health Department #2

- Iosco and Ogemaw Counties

District Health Department #10

- Crawford, Kalkaska, Manistee, Missaukee and Wexford Counties

**Call your local health department, visit their website,
or visit www.healthyfamiliesamerica.org for more information.**

Children's Special Health Care Services

Children's Special Health Care Services General Information

- » Individuals with special health care needs may receive assistance to improve health outcomes
- » Assist individuals with special health care needs in accessing the broadest possible range of appropriate medical care, health education and supports
- » Children's Special Health Care helps persons with chronic health problems
 - ...by providing coverage and referrals for specialty services
 - ...by supporting the primary caretaker for the child
 - ...by coordinating services of many different agencies

Facts and Figures

480 children from birth until age 21 receive services annually at the Health Department of Northwest Michigan

85% of all enrolled children are contacted annually to receive individualized services including plan of care, and care coordination services

1.5% of children participating in Children's Special Healthcare Services in Michigan receive services at the Health Department of Northwest Michigan

Eligibility is based on the qualifying medical condition and over **2,700** physical conditions are eligible for coverage

What Families Tell Us

"When I reached out for help in December, I had no idea what to do. Professionally and gently somehow I got through everything with the help of the CSHCS staff."

"Great knowledge and very helpful."

"Fast responses, always kind and helpful. CSHCS staff is fabulous."

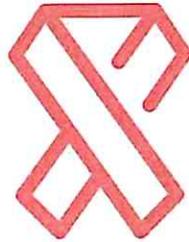
"Great help at thinking out of the box to find creative solutions. She has helped our family in many, many ways. She goes beyond "the call of duty" and our family appreciates all of her efforts!"

"Everyone I have been in contact with at the health department has been wonderful! Great resources."

Breast and Cervical Cancer Control Program

440 women screened

The health department provides low-income women with free breast and cervical cancer screening, helping to identify cancers at the earliest possible stage when it is most treatable. If cancer is found, staff help clients get follow-up services and assist with navigating the finances of such.



Colorectal Cancer Early Detection Program

39 clients served

As colon cancer is a leading cause of cancer death, and can be caught early through screening, the health department provides uninsured and underinsured men and women, ages 50 to 64, with at home screening tests which are processed at the health department's laboratory. Free colonoscopies can also be provided when necessary. For more, check out page 18.

Sexual Health Services



The health department, through the Well-Integrated Screening and Evaluation for Women Across the Nation program, screens low-income women ages 40 to 64 for heart disease and stroke. Nurses provide counseling and referrals to help clients improve their health.

685 clients served

Staff help both men and women make informed reproductive health choices, and clinicians provide contraceptives. With a focus on pre-conception health, the health department strives to improve maternal-child health outcomes.

Maternal Infant Health Program

{ 6,294 }
visits

This program provides pregnant women and parents of infants the option of home visiting from a team of nurses, social workers and dieticians. During visits, staff check a baby's weight, provide breastfeeding support, and provide crucial information on caring for a new baby. Evaluations of this program have proven that it can lower the chances of a pre-term birth, prevent low birth-weight, and increase the likelihood of well-child visits. For every \$1 spent on this program, another \$1.38 is saved by the health insurer just in the first month of life.

Women, Infant and Children (WIC) Nutrition Program

WIC promotes the health of pregnant women and their children up to age five through nutrition. WIC improves health outcomes, including earlier prenatal care, fewer low birth weights and access to health care.

3,080 participants

Mental Health *in Schools*

Meeting kids where they're at



By: *Natalie Kasiborski, PhD, LMSW, MPH*
Director of Community Health Services

Time after time, health department and local school staff in northern Michigan heard stories about the struggles families faced when they sought mental health services for their child. Data indicated that youth in Antrim, Charlevoix, Emmet and Otsego counties have high mental health needs. Despite this demonstrated need, youth face many barriers to accessing mental health care, including a shortage of mental health providers, complex insurance policies and issues of transportation related to rural geography.

Aiming to eliminate these barriers and increase access to mental health care for youth, in 2016, the Health Department of Northwest Michigan launched the Mental Health in Schools Initiative.

In order to logistically and financially staff mental health providers in local schools, the health department brought together many partners including:

- » **Char-Em Intermediate School District**
- » **North Country Community Mental Health**
- » **Alcona Health Center**
- » **Public Schools of Petoskey**
- » **Gaylord Community Schools**
- » **Charlevoix County Community Foundation**
- » **Petoskey Harbor Springs Area Community Foundation**
- » **Otsego County Community Foundation**

The partner agencies and schools worked together to secure start-up funding. In the first year, five mental health professionals are serving the students of nine schools in Emmet and Otsego counties. This tremendous partnership ensures that behavioral health services are sustainable and long-lasting once implemented. The Health Department of Northwest Michigan is excited about this model and hopes to continue to build upon the success of the first year and expand into additional schools in the upcoming years.

Improving Access, Decreasing Barriers: Telehealth Technology IN SCHOOL HEALTH CENTERS

By: Susan McCloskey, RN, BSN
Family and Community Health Nurse

The Health Department of Northwest Michigan's child and adolescent health programs bring inclusive medical and behavioral health care directly to students. Centers, located in Mancelona, Pellston, Boyne City and Gaylord schools, are staffed by nurses, nurse practitioners, mental health counselors and community health workers - each of whom provides a unique role. Some of the services they provide include:

- » Counseling for students and families
- » Health assessments and sports physicals
- » Treatment for illnesses and injuries and prescriptions
- » Chronic disease management
- » Lab testing
- » Referrals to specialists
- » Health insurance enrollment
- » Wellness programs and classroom education

Services are aimed at achieving the best possible physical, intellectual

and emotional status of children and adolescents by providing services that are high quality, accessible and acceptable to youth. In that spirit, Rambler Wellness - the school wellness program located in Boyne City Schools and serving students in kindergarten through eighth grade - implemented telehealth technology.

Sue McCloskey, a registered nurse at the Boyne City location, had a student in her office, Isaac, who was experiencing ear pain. After Mrs. McCloskey examined the student she found some signs of concern. She then contacted the student's mother, Ami Dionne, who is a teacher in another district. Dionne asked if a telehealth visit could be done. It was the most accessible option as it is difficult for her to leave her job to pick her son up and take him in for a conventional office visit.

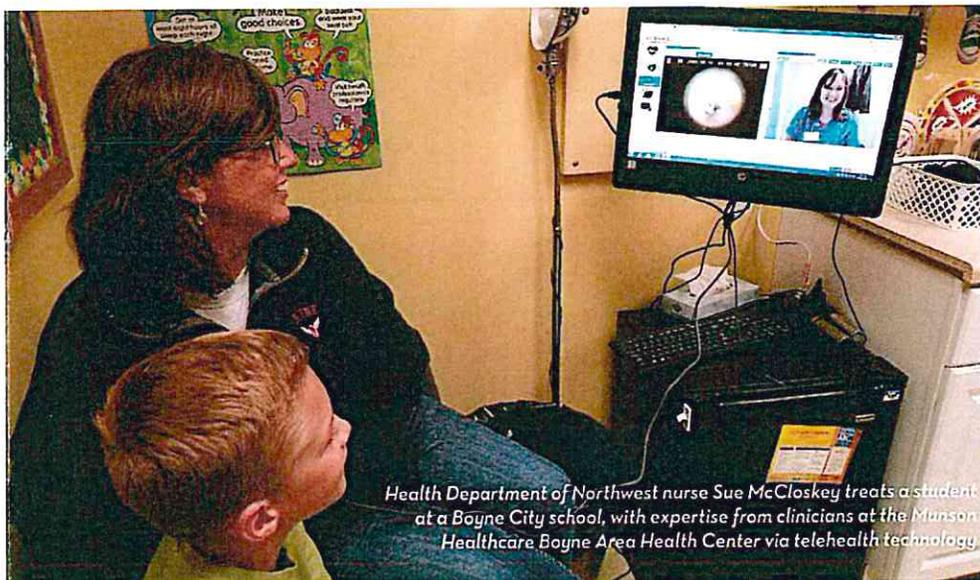
Mrs. McCloskey was able to connect with a Dr. Harmeling at the Munson Healthcare Boyne Area Health Center and the student was able to be diagnosed right in the

nurse's office in school. Dr. Harmeling was also able to call in a prescription for his mom to pick up on their way home.

As a result of the health department's clinic and telehealth arrangement with the Boyne Area Health Center, Isaac was able to stay in school while his mother was able to continue working the rest of the day in her classroom and later pick up the prescription to alleviate the symptoms.

Without this infrastructure offered by the health department, both Isaac and his mom would've missed school and work - resulting in negative health outcomes, as study after study proves the more time a student spends at school the more likely they are to live a healthy life.

The health department's four school health programs operate with the belief that healthier students learn better, better learners graduate and higher graduation rates result in healthier communities. The telehealth capabilities implemented in 2016 help make these beliefs come true in communities across northwest Michigan, with the joint force of schools and public health alike.



Health Department of Northwest nurse Sue McCloskey treats a student at a Boyne City school, with expertise from clinicians at the Munson Healthcare Boyne Area Health Center via telehealth technology

"The benefits of this program are amazing. Both my son and I were able to stay in our classrooms, but better yet, it took away the worry and stress associated with finding a substitute and leaving work or having to spend a late evening at a walk-in clinic."

-Ami Dionne

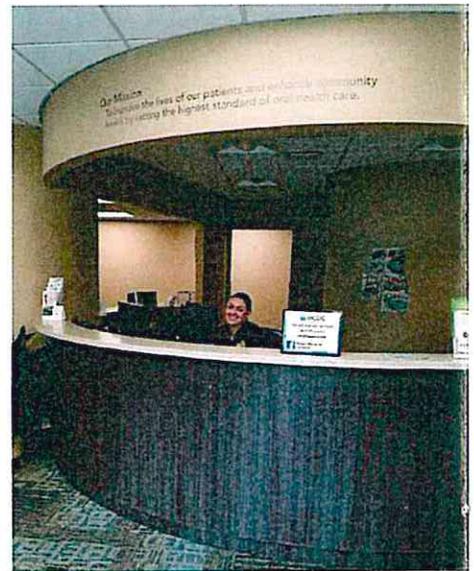
Dental Clinics North Serves Over 23,000 in 2016, Increases Financial Assistance

By: Erika Van Dam, MPH, CHES
Deputy Health Officer

Access to care is a unique challenge for those who live in Northern Michigan, and Dental Clinics North has a proud history of connecting those in need with oral health services they could not have received otherwise. Dental Clinics North remains a strong partnership of six local public health departments: District Health Departments No. 2, 4, and 10, the Benzie-Leelanau District Health Department, Grand Traverse County Health Department, and the Health Department of Northwest Michigan. My Community Dental Centers continues to provide the staffing and dental expertise for the eight Dental Clinics North locations across Northern Michigan.

In addition to providing access to clinical dental services for the entire family, Dental Clinics North is committed to reaching the highest quality of service provision through:

- » Collaboration with partners, including health departments, federally qualified health centers, hospitals, My Community Dental Centers, schools and pre-schools, commissions on aging, community stakeholders, and others
- » Evidence-based public health strategies focused on the prevention of dental disease, including the connection to a dental home for pregnant women and their children; the application of fluoride varnish in babies and children; the application of dental sealants in children and adolescents; and facilitated referrals for children to establish dental homes after an oral health screening
- » Furthering education and skill sets by providing training to professionals throughout the region on clinical guidelines, standards of care, new dental procedures, and client-centered care
- » Participating in data collection and epidemiological studies and contributing to the advancement of public health strategies within the oral health profession to better serve community residents
- » Conducting comprehensive outreach through community events, school events, and health fairs to connect people in need of oral health services to the most appropriate dental clinic resources
- » Fostering investment in our communities by oral health professionals by offering opportunities to volunteer at school-based oral health screenings and earn Continuing Education Units
- » Continually upgrading dental equipment and investing in infrastructure, including a new facility in Harbor Springs, and a complete renovation in Alpena, creating an atmosphere and environment that supports our commitment to delivering quality oral health services



"Despite tooth decay being the #1 childhood chronic disease in the United States, the issue remains under the radar and overlooked in so many circles, especially in rural Michigan. My hope is to save children from preventable pain caused from tooth decay, through the establishment of a dental home by age one, one child at a time."

- Dawn Marie Strehl, RDH, Oral Health Coordinator

DENTAL CLINICS NORTH CLIENTS SERVED BY LOCATION | 23,784

ALPENA	1,993
CHEBOYGAN	2,152
EAST JORDAN	1,771
GAYLORD	3,461
MANCELONA	2,181
PETOSKEY/HARBOR SPRINGS	2,519
TRAVERSE CITY	6,059
WEST BRANCH	3,516
HOSPITAL PROGRAM	132

9,932 CLIENTS

SERVED IN THE HEALTH DEPARTMENT OF NORTHWEST MICHIGAN JURISDICTION

NORTHERN DENTAL PLAN

The Northern Dental Plan provides comprehensive dental services at a reduced fee to uninsured and undersinsured adults and children for a lifetime membership fee of \$50 per person. In 2016, significant changes were made to the plan in order to provide dental services to more people in need and to increase the amount of financial assistance given to patients. The Health Department of Northwest Michigan is proud of its commitment to the underserved population. Within the Health Department of Northwest Michigan jurisdiction, 1,447 clients received dental services at a reduced fee through the Northern Dental Plan, and of those, 580 clients received financial assistance through the Dental Assistance Fund.

NORTHERN DENTAL PLAN

■ 2015 ■ 2016

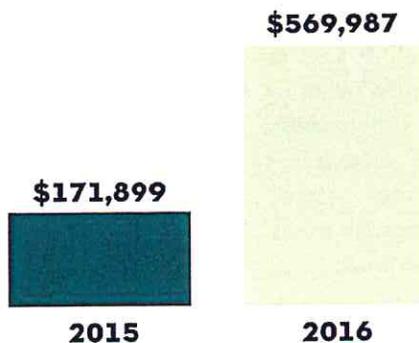
NUMBER OF UNINSURED AND UNDERINSURED CLIENTS RECEIVING DENTAL SERVICES AT A REDUCED FEE AT DENTAL CLINICS NORTH



NUMBER OF CLIENTS RECEIVING FINANCIAL ASSISTANCE AT DENTAL CLINICS NORTH



AMOUNT OF FINANCIAL ASSISTANCE GIVEN AT DENTAL CLINICS NORTH



SCHOOL-BASED ORAL HEALTH SERVICES

3,782 children were screened at 18 schools around the Dental Clinics North region for gum disease, suspected areas of dental decay, previous dental disease or problems and the need for dental sealants.

As a result of the screening, 35%, or 1,338 children, were referred to and assisted with establishing a dental home.

Michigan Colorectal Cancer Early Detection Program

How It Can Save Your Life

By: Joy Klooster, RN, BSN, MBA
Community Health Coordinator

When I got the call from Anne, our Public Health Technician in Gaylord, that there was a positive FIT (Fecal Immunochemical Test) on a client, I was slightly surprised, but not frantically concerned. It isn't very often that this take-home-kit for colorectal cancer screening is positive. A positive FIT means that blood was detected in the stool that was tested. However, oftentimes a client has bleeding hemorrhoids that may cause a false positive FIT result as their colonoscopy is negative.

I made the call to Melanie, the client, and told her the results. She was a little more concerned because she didn't think she had any hemorrhoids to cause a false result. I gave her what reassurance I could give her and she agreed to continue with further screening.

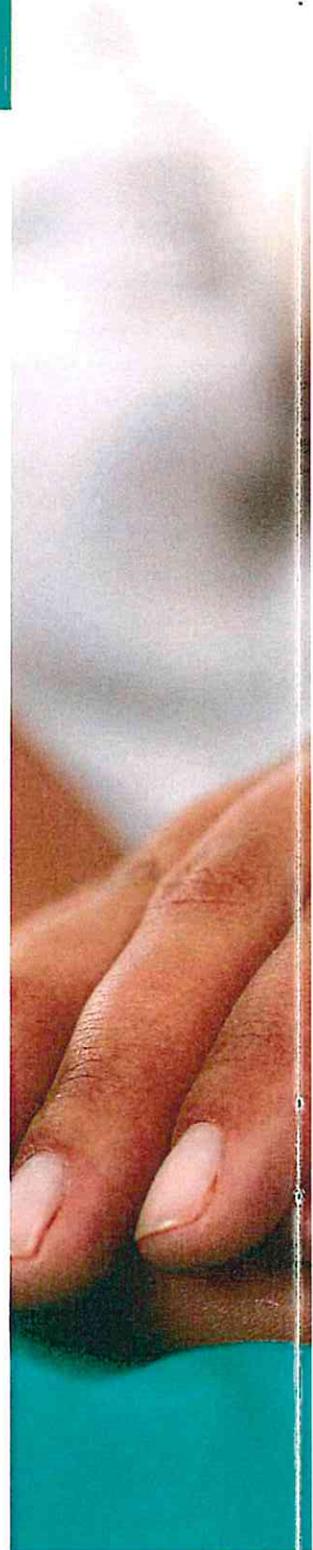
After several phone calls, I arranged to have Melanie follow-up with a colorectal surgeon at the Otsego Memorial Hospital in Gaylord. He reviewed her results and explained to her what he wanted to do with the next screening: she was to have a screening colonoscopy. He told her there was a possibility that there would be polyps and therefore the test would turn into a diagnostic colonoscopy where the polyps would be removed. The surgeon also told Melanie about the risks involved and that potentially a cancer could be found.

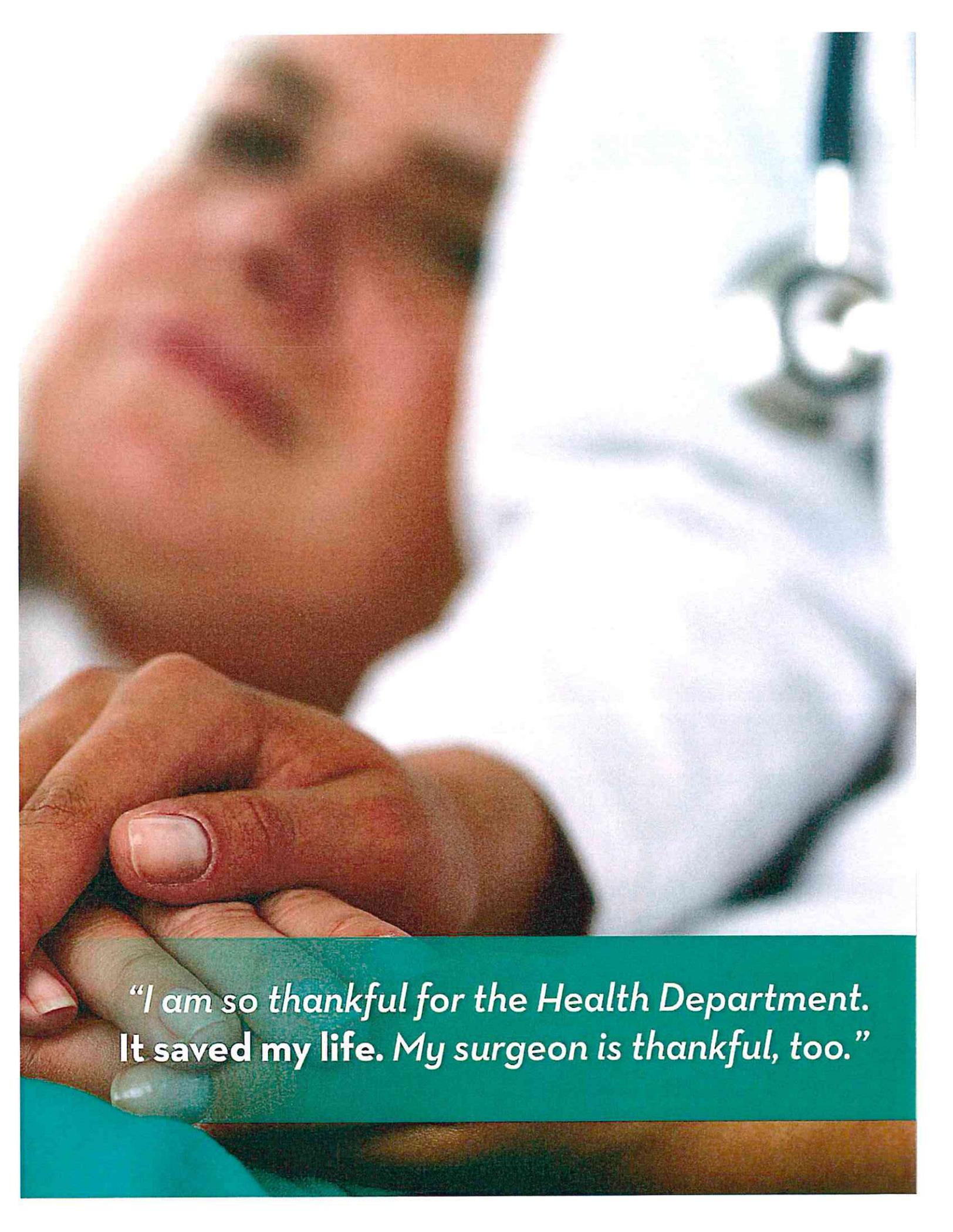
After her office visit with the surgeon, I called the client. She told me she was scheduled for a colonoscopy in a couple weeks. I reviewed with her about the colon prep and sent her a gift card to purchase the

prep supplies and a gas card to give to the person that gives her a ride as she would not be able to drive home from the procedure. She verbalized understanding and was all set for the procedure.

A week or so after the colonoscopy was scheduled, I called Melanie to see how she did. To my surprise, she told me that she needed to have further surgery to take "two feet of my bowel out" because a large sigmoid colon polyp was found and it was cancerous.

Fortunately, we had scheduled the client for an enrollment appointment at the Health Department for the Healthy Michigan Plan and she was eligible to receive insurance benefits immediately. She had her surgery where 22 inches of bowel was removed and her margins were clear of cancer! She has recovered completely and has a great prognosis. She blurted out to me, "I am so thankful for the health department. It saved my life. My surgeon is thankful, too." Our outreach efforts work to make sure we reach as many people as possible to let them know of our services and when they should be screened, and then we screen - regardless of income or insurance status. I am thankful too, for the Michigan Colorectal Cancer Early Detection Program for allowing me to offer this program to the residents in northwest Michigan. The Health Department of Northwest Michigan also features a wrap-around care model that can not only provide clinical services, but also make sure residents have access to health insurance to allow them to live long and healthy lives.



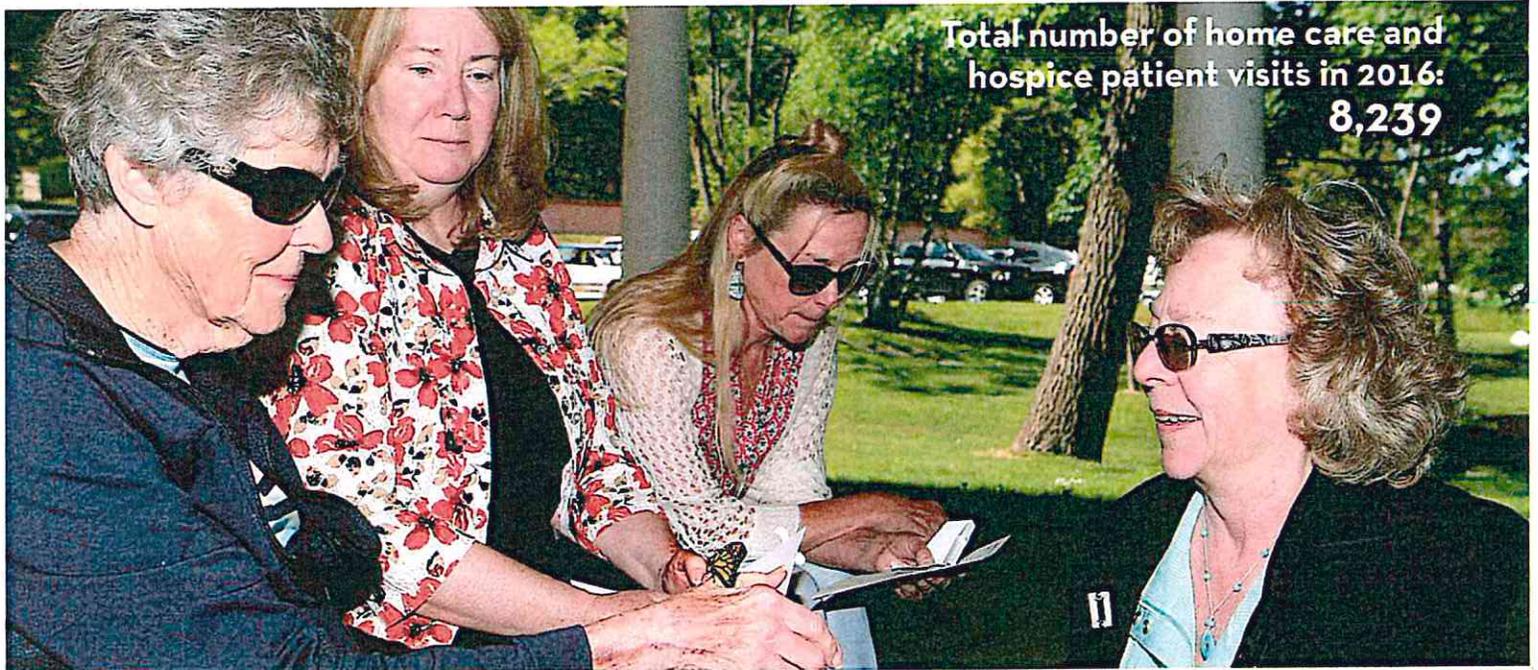


*“I am so thankful for the Health Department.
It saved my life. My surgeon is thankful, too.”*

Health departments staff honored 75 veterans at the Charlevoix Senior Picnic through the We Honor Veterans Partnership.



Total number of home care and hospice patient visits in 2016: 8,239



Home Care and Hospice Programs Exemplify

Health Department's Focus on Entire Lifespan

"Nurse Jennifer has been doing a marvelous job for us. We're very pleased with the service. We'd be lost without her. When I've called for what I thought was an emergency, the nurse on call is always most helpful and knew what they were doing."

-Charles Unbehaun from Charlevoix

By: Tina Lamont, RN - Director of Home Care and Aging Services
Amy Wieland - Executive Director of Hospice of Northwest Michigan

The Health Department of Northwest Michigan's home care and hospice program continues the health department's tradition of caring for the community at all stages in life. The division is made up of several nurses, aides and social workers. Additionally, Hospice of Northwest Michigan - housed at the health department - helps fundraise for needy residents and provides spiritual services.

Visiting people in their homes is a long public health tradition. The department has a 75-year history of caring for people who are recuperating from illness or injury. Home care services allow people to maintain or improve their independence and encompasses a wide range of health and social services. The Health Department of Northwest Michigan provides medical home care services as prescribed by a physician, including nursing care, physical, occupation and speech therapy, and assistance in navigating the health care system. Nurses are available for patients 24-7.

INDIVIDUAL, CLINICAL INTERVENTIONS

Community Level, Population Health Strategies



The Health Department of Northwest Michigan provides programming and services at a community level that protects the population as a whole. Often this work is unnoticed, yet vital, to stopping the spread of disease. In 2016, some of the work accomplished for the entire population includes:

» **Communicable disease prevention:** Health department clinics and staff stand ready 24/7 to prevent and stop the spread of communicable diseases such as tuberculosis, sexually transmitted diseases and vaccine preventable disease. Through proactive disease tracking and new programming that addresses the social determinants of these diseases, 2016 was a year of relative calm and safety in the region.

- 247 communicable disease investigations
- 247 sexually transmitted infection investigations
- 32 vaccine preventable disease investigations

» **Environmental health:** In the following pages, you'll find information on a variety of the work environmental health sanitarians do daily to keep residents and visitors of northwest Michigan safe. This includes to beach water quality testing to keep swimmers and waterways healthy.

» **Nutrition and physical activity:** 2016 built on the progress of previous years in improving good nutrition and physical activity opportunities in northwest Michigan. Staff continued their work in collaborating with farmers to expand access to fresh fruits and vegetables, in addition to working with school districts and municipalities to create safe, bikeable and walkable routes for students to use to get to school. Additionally, staff continue to visit numerous schools to teach nutrition education in fun and creative ways that are proven to increase fruit and vegetable intake.

» **Substance abuse:** Health department staff continued their work with numerous partners across the region in addressing the opioid epidemic. Coordination between sectors and agencies resulted in the availability of Naloxone, an opioid reversing drug that saves lives, and prevention through prescription drop boxes. Staff visited many schools and hosted events aimed at preventing drug use amongst adolescents. Finally, staff hosted several town halls where treatment and law enforcement professionals conversed with parents on preventing drug use, in addition to distributing tools such as cabinet locks to prevent student substance use.



Worksite Wellness and Wise Choices Join Forces at Jay's Sporting Goods

By: Joy Klooster, RN, BSN, MBA - Community Health Coordinator

The Health Department of Northwest Michigan is all about connecting with the communities we serve. One project started in 2016 was to join forces with businesses throughout Otsego County. Jay's Sporting Goods was one willing business participant. Through the Getting to the Heart of the Matter in Michigan Worksite Wellness grant, employers in Otsego County were provided with an opportunity to develop or expand their worksite wellness initiatives.

Jay's Sporting Goods participated in this opportunity and took their worksite wellness program to a new level. Coordinated by the health department's Lynne DeMoor and Judi Marlin, both registered dietitians, Jay's incorporated more opportunities for employees to focus on wellness during the workday and beyond. Walking groups, known as Jay Walkers, now meet regularly to include movement in their workday. Garmin fitness trackers were purchased and provided at a discount to all employees participating in the wellness program. Monthly health seminars on the topics of nutrition, fitness and stress management are offered. Jay's has also put the stipend from the grant toward a data collection website for managing their wellness program.

Building on this partnership with Jay's, the health department's Wise Choices program, coordinated by Joy Klooster, RN, BSN, MBA, established a temporary clinic in Jay's meeting room. The Wise Choices program is designed to screen individuals and identify risk factors for heart disease, stroke and diabetes. The program offered a Health Risk Assessment with blood pressure monitoring, BMI, cholesterol, and glucose screening. Participants were able to receive one-on-one health coaching in weight management, diabetes prevention, blood pressure medication use, healthy eating habits, smoking cessation and physical activity. Except for the deer head mounts peering down at us in the meeting room, all information was held in confidence. Five of the six worksites that received the worksite wellness funding also participated in the Wise Choices health screenings.

Mark Copeland, manager at Jays, stated "this was a great idea to educate and motivate employees about their health and have them make a choice to be healthier." The Health Department of Northwest Michigan aims to bring similar programming to more businesses, and reach community members where they are at, in the years to come.



Preventing Chronic Disease in Northern Michigan

By: Susan Affholter, MPH - Community Health Coordinator

Chronic disease continues to be the leading cause of death for northern Michiganders. The Northern Michigan Chronic Disease Coordinating Network is focused on the prevention, reduction and mitigation of diabetes, heart disease and stroke, cancer, obesity and tobacco use. Also, as its name suggests, the Network is focused on coordinating its efforts within multiple partners in health care and other sectors as well as with other similarly focused initiatives.

In 2016, the newly formed Northern Michigan Chronic Disease Coordinating Network met four times to develop its strategic action plan. The strategic action plan set the strategic directions for the Northern Michigan Chronic Disease Coordinating Network as follows:

- 1 To create healthier communities through collective action
- 2 To develop effective and adequate infrastructure that will support the efforts of the Northern Michigan Chronic Disease Coordinating Network
- 3 To improve relationships between patients, providers, and the community

The Northern Michigan Chronic Disease Coordinating Network action plan is implemented by its three workgroups: Health Systems Change; Community Linkages; and Policy, Systems, and Environmental Change.

A major accomplishment in 2016 was to form the Northern Michigan Diabetes Prevention Program Collaborative that coordinates and supports the efforts of Diabetes Prevention Program providers across the region. Throughout this work, residents across the region have the opportunity to live a healthy life.

Bringing New Fruits and Vegetables to Petoskey Schools

By: Lynne DeMoor, MS, RDN
Community Healthy Coordinator

Hundreds of students in Petoskey have tried fruits and vegetables they may have never heard of before, thanks to a grant focused on preventing chronic disease and with the help of countless parents and teachers. On nearly every Tuesday in 2016 during the school year, students at four Petoskey elementary schools tried a new fruit or vegetable, graded it, and likely found it in the cafeteria later in the week.

At the end of 2015, the health department found out it had been awarded a “Building Healthy Communities” grant. With implementation necessary in just a few short weeks, the health department leveraged the support of a group of motivated parents. The parents had already been meeting to see what they could do to improve nutrition in the schools. In true northern Michigan fashion, word of the group spread to staff at the health department. With the support of the parents and the school district’s food service director, the health department knew Petoskey schools would be a prime district to implement a food project.

After logistics were determined by the health department and school staff, a model was developed that relied on parent volunteers. The parent volunteers, after being trained

on food safety, present a new fruit or vegetable monthly to a classroom, and use a curriculum designed to increase fruit and vegetable intake among students. The presentation includes information on the local farm where the food is grown. After the presentation, students try the fruit or vegetable and then grade it on the following scale: loved it, liked it or tried it.

In the 2016-17 school year, nearly 50 classrooms participated each month. Based on the grade from the students, the Michigan grown fruit or vegetable will make its way into student’s lunches, thanks to the devoted staff in the school cafeteria.

Using an evidence-based practice called Smarter Lunchrooms, designed by the Cornell Center for Behavioral Economics in Child Nutrition Programs, the school cafeterias also saw improvements due to the grant. The changes, such as using cutlery to serve fruit in creative shapes or displaying vegetables in a more appealing container, can have significant results in increasing fruit and vegetable intake among students.

For decades, public health professionals have known how important nutrition is to prevent chronic disease. We also know that a child’s diet can impact their academic success. With that in mind, schools and local health departments strive

to work together to achieve their common goals. Previous work with schools has included Safe Routes to School (which redesigns roads, traffic signals and sidewalks to encourage walking and biking to school), SNAP-Ed (which provides nutrition education in classrooms) and of course school health centers.

As a result of the grant and the dedication of parents and school staff, Petoskey elementary students are now exposed to foods that grow in their community and can lead them to a healthy life.

More: www.smarterlunchrooms.org

2016-17 Calendar of Try it Tuesdays

September: Cauliflower

October: Apples

November: Winter Squash

December: Carrots

January: Parsnips

February: Beets

March: Frozen fruit

April: Dry beans

May: Radishes

June: Asparagus

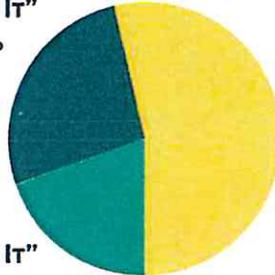


Photos courtesy:
G. Randall Goss/Petoskey News-Review

DECEMBER TRY-IT (DISTRICT) Winter Squash



"TRIED IT"
27%



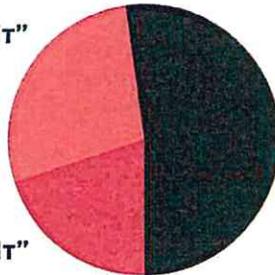
"LOVED IT"
53%

"LIKED IT"
20%

JANUARY TRY-IT (DISTRICT) Parsnips



"TRIED IT"
28%



"LOVED IT"
52%

"LIKED IT"
20%

Comments from teacher survey:

"Parents have been very positive about the program. Students LOVE trying the new foods."

"I am a teacher and a parent and my child loves it. Each month she comes home begging for me to make the recipes."

"I have had amazing feedback from students and parents. It is a wonderful chance for students to try foods they may not be served at home and they love the idea that they can influence the lunch choices even just a little bit."

"Our presenters are fantastic and the kids LOVE to participate. They asked last time if this would continue next year! Keep up the good work!"

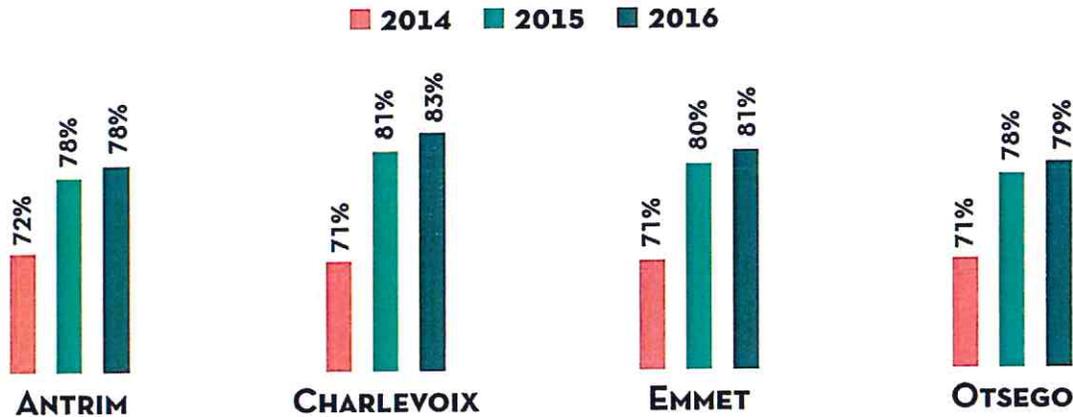
"I LOVE that students are all trying new foods at the same time! I LOVE that healthy foods are becoming a part of their everyday conversation!"



State Waiver Rule Increases Vaccination Rates, Northwest Michigan Better Protected from Disease

By: Yvonne Louise, RN, BSN
Family and Community Health Nurse

ADOLESCENT IMMUNIZATION RATES BY COUNTY



Immunization completion rates ages 13-18, does not include HPV. Source: MCIR

In 2015, Michigan implemented a rule that in order to obtain an immunization waiver for school the waiver must be accompanied by a consultation with a nurse at a local health department. Since implementation, waiver rates have gone down and immunization rates have gone up in the region - further protecting the region against deadly disease.

While immunizations are the most effective way to prevent against many diseases, they are not 100 percent effective - which is why everyone needs to be vaccinated. When more people are vaccinated, the chance of an outbreak is further negated. Additionally, there are some residents of northwest Michigan who can't be vaccinated - such as pregnant women and cancer patients. However, when all of their neighbors are vaccinated they are protected through "herd immunity."

In 2016, health department nurses conducted 282 waiver education appointments - appointments for students whose parents did not

want them vaccinated. Of these 282 students, 23 left the health department with one or more vaccinations - a success as a result of the waiver rule that adds greater protection to all residents.

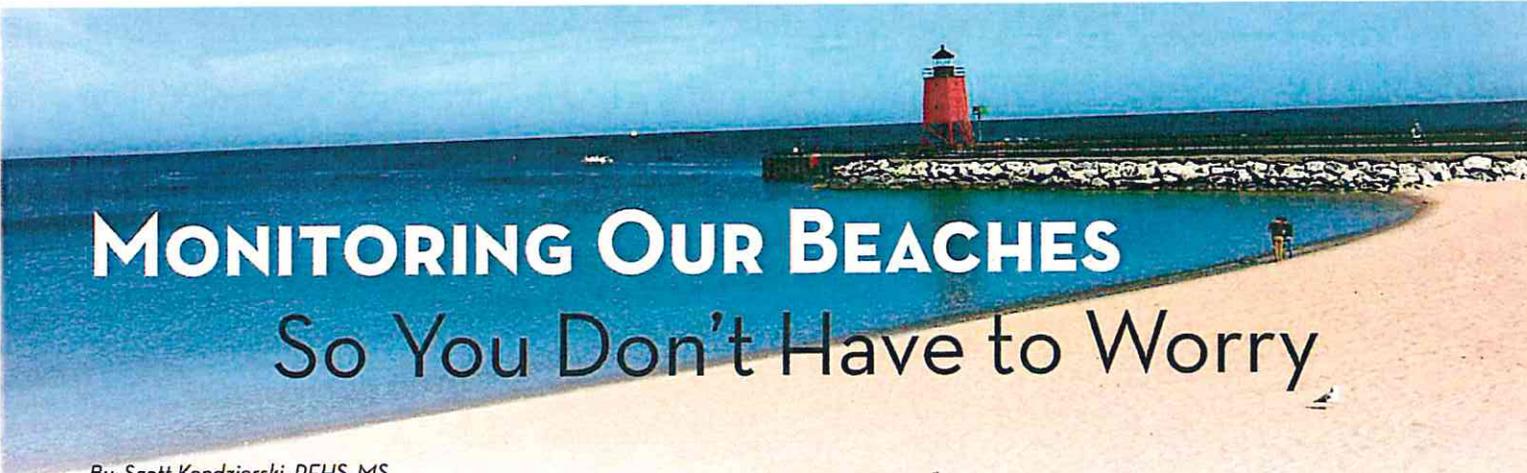
Many parents have commented that they expected to be lectured or made to feel bad about their decision to not vaccinate their child. These parents were pleasantly surprised to find that the health department nurses simply wanted to make parents aware of the medically recommended immunizations, the benefits and risks and the responsibilities of individuals who chose not to be vaccinated - not to pass judgment on their decisions.

The Health Department of Northwest Michigan works for every resident and visitor's wellbeing, and is always available for questions and concerns on public health topics. The health departments strives to be a safe place for all parents and patients to contact with their concerns and know that the information they receive is accurate and honest.

In 2016, the health department saw an increase in nearly every category of immunization coverage

In cooperation with other area health departments - because vaccine preventable diseases know no borders - not only did adolescent immunization rates improve, but so did rates for 19 to 35-month-old infants. Health departments are also participating together in a reminder effort to encourage parents to follow up on their child's vaccine schedule.

Beyond immunizations for children, the health department also actively offers immunizations for adults. Again in cooperation with northern Michigan area health departments, reminders were sent to seniors who received the influenza vaccine in the past to receive the shot again in 2016. Multiple flu clinics were also hosted by health department nurses at senior centers, businesses and schools.



MONITORING OUR BEACHES

So You Don't Have to Worry

By: Scott Kendzierski, REHS, MS
Director of Environmental Health Services

The district the Health Department of Northwest Michigan serves is known for its recreational opportunities with hundreds of miles of Lake Michigan shoreline, as well as hundreds of miles of shoreline on inland waterways and inland lakes.

For more than a decade, water quality monitoring has been conducted on both Lake Michigan and inland lake beaches in the region. This important work is made possible through grant funding from the United States Environmental Protection Agency and the Michigan Department of Environmental Quality. Those who live on or near the lake, and seasonal tourists who visit and enjoy Northern Michigan's unspoiled beaches, have come to trust that the water quality is being monitored for their safety. The monitoring program has been successful in protecting public health, and has also supported the economic benefit of having clean, safe swimming areas.

The Health Department of Northwest Michigan (HDNW) had a very successful 2016 Public Bathing Beach Program, which is a state grant to monitor 31 Great Lakes public beaches. Beaches are selected based on historical use patterns and geographic location. This program has been a huge success and endeavor for the agency and has garnered appreciation within the community and among visitors to the area. Beach operators have been making many improvements to their beaches and

have tied the monitoring efforts into some of these improvements (new signage indicating beach testing status and defining sampled areas of the beaches with better buoys and other methods).

The Health Department of Northwest Michigan monitors over 50 inland and Great Lakes beaches within our four-county district for a ten-week period during peak summer months. Monitoring consists of collecting over 1,500 samples and performing analysis for E.coli. Testing is conducted at the Northern Michigan Regional Laboratory in our Gaylord branch office. Results are compared against the Environmental Protection Agency full body contact standards for E.coli. Public health interventions are implemented when an exceedance is confirmed, which can include issuance of health advisories, follow-up sampling, closure orders and sanitary surveys.

In 2016, the health department was awarded beach funding from the Michigan Department of Environmental Quality and United States Environmental Protection Agency, through the Clean Michigan Initiative bond and the Great Lakes Beach Monitoring Grant. The funding is used to support a comprehensive beach monitoring program for beaches within our district and to participate in a rapid testing pilot project.

The health department entered into a pilot project through the State of Michigan, evaluating rapid testing

technology. Quantitative Polymerase Chain Reaction technology is being piloted in 10 health departments statewide to determine the viability of the testing methodology for turnaround times that greatly increase the speed at which results can be in the hands of health officials. Conventional testing methods can generate results in 18 to 24 hours. Due to the transitory nature of water quality, rapid testing allows health officials to have a much quicker health response to water quality impairments and a quicker way to re-open beaches by quicker follow-up sample results. The HDNW is not only conducting these analyses for our district, but also entered into a contract to conduct sampling for Grand Traverse County Health Department and Benzie-Leelanau District Health Department.

Staff involved in beach water quality monitoring are knowledgeable in water chemistry, wastewater practices, issues revolving around various types and sources of contamination, GPS technology, computer and data entry protocols, GIS mapping and general safety principals, as well as possessing skills that enhance communication with the public and beach owner/operators. Most of the staff has been employed in the district for many years, providing insight and historical information centered on area beaches, past problems and closure events, as well as well having long-established relationships with owner/operators and municipalities.

Changing Policies, Systems and Environments

Where we Live, Learn, Work and Play

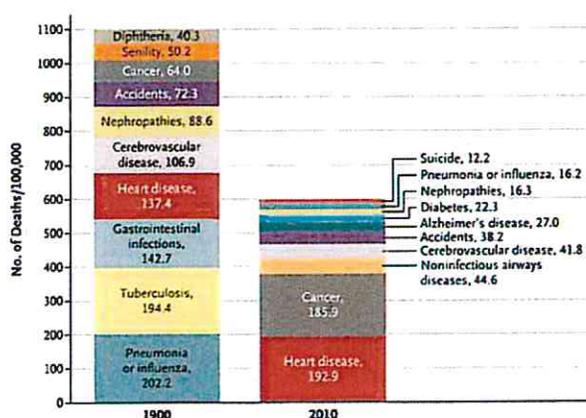
Over the last century, the leading causes of death have shifted from communicable disease and illness to chronic diseases and preventable death. To effectively approach these new challenges, the Health Department of Northwest Michigan has adapted to implement comprehensive interventions at individual, population health, and policy, systems, and environmental level. Policy, systems, and environmental change approaches work within the infrastructures in which we live, learn, work and play. Changes may take a lot longer to implement, but the hope is that they reach entire populations, are long-lasting, sustainable, and produce true behavior change.

In the following pages, you'll find several ways the health department conducts this level of work. The first is the Northern Michigan Public Health Alliance. The

Alliance, a partnership of six northern Michigan health departments spanning 25 counties, is working across jurisdictions to implement the same electronic health record to achieve efficiencies and align our vision for patient documentation, create a regional emergency preparedness operation, align programming and policy efforts across the region, and inform elected officials in Lansing and Washington on the public health impact of legislation being considered.

On the environmental health front, the health department has used policies to protect our waterways through the regulation of septic systems through an updated sanitary code, in addition to assisting a local township in passing a time of transfer ordinance that ensures new homeowners are aware of the water system needs on the property. Moreover, the health department published restaurant inspections online so that consumers can be better informed when they dine.

In 2016, the Health Department of Northwest Michigan made significant strides in laying the foundation for policy, systems, and environmental change level work. This work will prove to be significant in addressing 21st century leading causes of death and carries out the health department's mission of preventing and protecting the public's health in a way that when paired with clinical and community level work will make northwest Michigan a healthier place to live and visit.



New England Journal of Medicine, Vol. 366, No. 25, (20 June 2012), pp. 2333-2338.

Northern Michigan Public Health Alliance Continues Award Winning Work

By: Jane Sundmacher, M.Ed.
Community Health Planner



Left to right:
Lisa Peacock, Health Department of
Northwest Michigan
Linda Yaroch, Health Department of
Northwest Michigan
Mike Lahey, Grand Traverse County
Health Department
Wendy Trute, Grand Traverse
County Health Department
Orlando Todd, Michigan
Department of Health and Human
Services

Organized in December 2014 following a two-year exploration of cross jurisdictional sharing opportunities among six local health departments, the Northern Michigan Public Health Alliance has achieved many successes. In 2016 highlights include:

- » **Designation as backbone organization for the Northern Michigan Community Health Innovation Region**
As backbone, supports the Northern Michigan Community Health Innovation Region Steering Committee. See page 32 for additional information.
- » **Michigan Department of Health and Human Services Director's Award for Excellence in Local Public Health**
For the second year in a row, the Northern Michigan Public Health Alliance was awarded the Michigan Department of Health and Human Services' Director's Award for Excellence in Local Public Health. In 2016, the Alliance was recognized for developing the Northern Michigan Public Health Emergency Preparedness Team, the first of its kind in the State. Three Alliance members--Benzie Leelanau District Health Department, Grand Traverse County Health Department, and Health Department of Northwest Michigan, pooled their State grants, creating efficiencies, reducing duplication, and most importantly, enabling each to increase resources at the local level for developing and exercising plans with community partners.
- » **Two agreements to share Health Officer**
Sharing Health Officers is an important way that local health departments can maximize resources. One agreement was launched in 2016—with Lisa Peacock, Northwest's Deputy Health Officer assuming Health Officer responsibilities for Benzie Leelanau District Health Department—and another was planned—with Denise Bryan, Health Officer for District Health Department #2, set to lead District Health Department #4 as Health Officer effective in January 2017.
- » **Coordinated regional Community Health Assessment**
In 2016 the six local health departments completed a common community health assessment for their 25-county region in partnership with hospitals and other community partners. Priorities were ranked by cross-sector groups across the region, identifying access to healthcare, chronic disease prevention, and substance use as top priorities.
- » **Regional grant funding to address top priorities**
In 2016, the Alliance partners were awarded over \$3M in grants to address top-ranked priorities across the region. One of the strengths of the Alliance is its ability to tap the specialties within its partners. For example, a major regional immunization initiative is led by District Health Department #10, which manages the State's immunization registry. With its expertise in chronic disease prevention, Health Department of Northwest Michigan coordinates a \$1M+ grant on behalf of the Alliance.
- » **Regional funding to improve public health infrastructure**
The Alliance is the first group of local health departments in the country to develop a common electronic health record. In another first, five of the Alliance members are "edge partners" with the software vendor, customizing the electronic health record for public health services.

New Ordinance in Milton Township

By Scott Kendzierski, REHS, MS
Director of Environmental Health Services

Milton Township, located in Antrim County, is a sensitive ecological region due to the vast water resources of Lake Michigan, Elk Lake, Lake Skegmog and Torch Lake. The richness of these water sources are a driving force behind the local economy and the protection of these resources are critical to the area.

In 2012, Milton Township took an important step in the recognition of these resources by adopting the Septic Inspection and Property Transfer Ordinance. The adoption of this ordinance was driven by the desire to protect natural resources, to provide information to owners and purchasers of properties using on-site water and wastewater systems and to

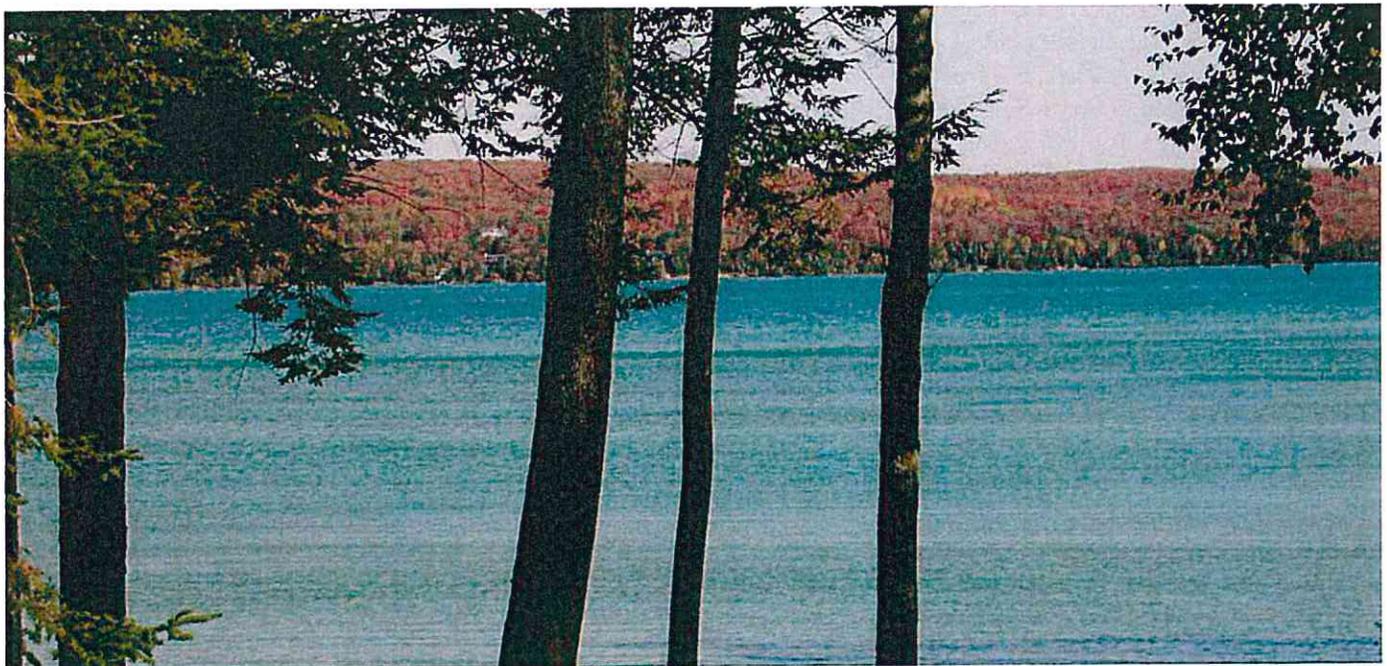
raise awareness of ways to improve and extend the life expectancies of on-site systems.

The ordinance requires evaluations of residential and commercial on-site water supply systems and on-site sewage treatment and disposal systems at a time of property transfer. Trained environmental health staff at the Health Department of Northwest Michigan evaluate systems for functionality, compliance with regulations and provide recommendations for improving systems. Additionally, staff have the authority to require corrections to systems that pose a risk to environmental and human health. Water supply systems are evaluated by determining compliance with

Michigan's Water Well Construction and Pump Installers Code, the District Sanitary Code and Michigan's Safe Drinking Water Act.

To assure consistency of inspections and compliance with the federal, state and local regulations, Milton Township entered into an intergovernmental agreement with the Health Department of Northwest Michigan. The agreement establishes a relationship between the two entities and clearly defines the roles of each in executing the ordinance.

In 2016, 46 properties were evaluated. Since the implementation of the Ordinance in October 2012, a total of 189 evaluations have been performed by HDNW in Milton Township. Prior to sale or transfer,



Paves Path Forward to Protect Waterways

all properties in Milton Township must have an evaluation unless the system is new or has been evaluated recently.

While this ordinance is going into its fifth year, there is still some misinformation or lack of information regarding what the ordinance is and what the health department is responsible for and requires at the time of evaluation. Due to many frequently asked questions regarding the Septic Inspection and Property Transfer Ordinance a brochure has been created and is available online and in HDNW offices that explains the evaluation is not pass/fail, and the process and procedures of the evaluation.

Over the past several years, the evaluation process has been well received by buyers, sellers and realtors. While very few required actions have resulted from the inspections, the Septic Inspection and Property Transfer Ordinance has helped raise awareness regarding the installation, use, operation and maintenance of on-site systems. Homeowner education has been one of the positive outcomes of the ordinance and evaluation findings serve as a broad indicator of the overall status of on-site systems in Milton Township.

Beyond the status of existing water and wastewater systems, the determination of compliance with the current District Sanitary Code

and the future uses of the property has put relevant information in the hands of buyers and sellers. On some sites, the existing structure cannot be replaced or added on to due to non-compliance of the property, with respect to current regulatory requirements. This information is critical to buyers wanting to establish a home in Antrim County, and it also encourages the home to be advertised and priced accordingly.

In addition to property owner and buyer benefits, Milton Township and HDNW have also benefited by having a better understanding of how existing systems are functioning and what impacts they are having on public health and the environment. The on-site systems evaluation findings indicate that there are relatively low rates of on-site septic system failures with life expectancies that commonly exceed statewide averages, and on-site water supply systems are largely compliant with state regulations and are providing safe water for domestic uses. While the District Sanitary Code serving Antrim, Charlevoix, Emmet and Otsego counties is one of the more restrictive sanitary codes in the state, it appears that the code encourages system longevity and minimizes impacts to public health.

For more info, visit:
www.nwhealth.org/tot.html

Milton (North) T.30N - R.09W



Milton (South) T.29N - R.09W



NORTHERN MICHIGAN COMMUNITY HEALTH INNOVATION REGION

NORTHERN MICHIGAN PUBLIC HEALTH ALLIANCE *Serving as Backbone for New Innovation Region*

By: Linda Yaroch, RN, MPH
Executive Director of the Northern Michigan Community Health Innovation Region

Northern Michigan Public Health Alliance achieved one of its major goals in 2016 when the Michigan Department of Health and Human Services awarded officially designated the organization as backbone organization for a 10-county region in Northwest Michigan. Of the five Community Health Innovation Regions in the State, Northern Michigan is the only one led by public health and the only rural region.

Community Health Innovation Regions (CHIRs) are one of four foundational components to the State Innovation Model, a four-year, \$70 million federal grant awarded to the Michigan Department of Health and Human Services.

According to *Michigan's Blueprint for Healthcare Innovation*, Community Health Innovation Regions are geographic areas where partners act cohesively with a broad-based vision for region-wide impact, to make the environment healthier and to connect health services with relevant community services. The goal for all CHIRs is to achieve the "Triple Aim": better health at lower cost with improved satisfaction.

The Northern Michigan Community Health Innovation Region has two major, inter-related responsibilities:

Expand the Community Connections clinical community linkages model across the 10-county region

Community Connections provides an easy way for health care providers, social service agencies, schools, and families to access resources in the community. Registered nurses, social workers, and community health workers are just a call away through Community Connections, described below.

Conduct consolidated community health assessment

The Northern Michigan Community Health Innovation Region is partnering with hospitals and other community partners to plan a major regional community health assessment. In addition, as Community Connections identifies gaps in resources—affordable housing, for example—the Northern Michigan Community Health Innovation Region will convene partners, including State partners, to develop plans to address the problem, secure needed resources, and utilize collective action to resolve or mitigate.

YEAR I (2016/17) PRIORITY POPULATION: Emergency Department Utilizers

The Northern Michigan Community Health Innovation Region's response to excessive Emergency Department use is three-fold:

Community Connections

Community Connections is a clinical community linkages model, is a framework for linking patients who have health-related social needs to resources in the community. It features an electronic patient assessment that identifies patients with problems with access to healthcare, food insecurity, housing, transportation, etc. that will be administered

in Emergency Departments, patient-centered medical homes, health departments, and other health care providers and community agencies within the Northern Michigan Community Health Innovation Region. Depending on where they live, patients/clients who need linkages will be automatically referred to a Community Connections HUB.



Three local HUBs will be operational by summer 2017, each one staffed by a HUB Coordinator, Registered Nurse, Social Worker, Community Health Worker, and Call Center Operator: Northwest HUB, managed by the Health Department of Northwest Michigan, serves Antrim, Charlevoix, and Emmet counties. Operational for several years, Northwest is providing assistance to the other HUBs, sharing Experience and policies and procedures. Grand Traverse HUB, managed by Benzie Leelanau District Health Department, serves Benzie, Grand Traverse, and Leelanau counties. District 10 HUB, managed by District Health Department #10, serves Kalkaska, Manistee, Missaukee, and Wexford.

Multi-component Educational Campaign,

a unified, coordinated evidence-based campaign is in under development with strategies customized for individual, provider, and community levels.

Root causes of social determinants of health

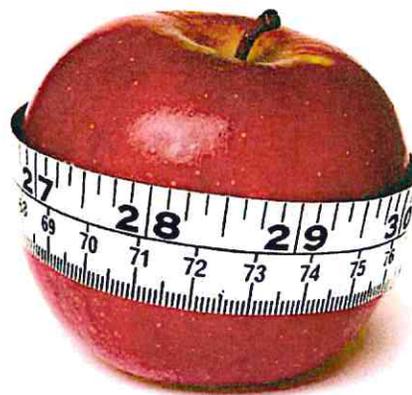
will be identified by the Community Connections HUBs. In response, the Northern Michigan Community Health Innovation Region will create comprehensive, region-wide Community Health Improvement Plans to address them.

YEAR II (2017/18) SECONDARY POPULATION: Individuals with Chronic Disease, with a Focus on Obesity

Fortunately, there are many initiatives in the NMCHIR designed to address individual healthy eating and physical activity behaviors as well as policies and environments that support these behaviors, such as schools, worksites, healthcare organizations, and communities. However, there could be better coordination among them.

Utilizing the ABL Framework for Community Change, the Northern Michigan Community Health Innovation Region is engaging community partners and constituents in the development of a comprehensive Community Health Improvement Plan to reduce obesity in the region.

For more information about the Northern Michigan Community Health Innovation Region, contact Linda Yaroch, Executive Director, at lyaroch@nwhealth.org or 231-547-7621.



A New Simple Sanitary Code for the District, for the first time since 1964

By: Scott Kendzierski, REHS, MS
Director of Environmental Health Services

A new District Sanitary Code received final approval in December of 2016 after several years in development. The new code unifies the district under a single sanitary code, for the first time since 1964.

The recent process in passing the new District Sanitary Code included the involvement of internal workgroups, the Board of Health, County Boards of Commissioners, special committees, Sanitary Boards of Appeals, and several stakeholder groups. The legal process included adoption by the Board of Health, public hearings in each county and final approval by each County Board of Commissioners.

The new code unifies the district under a single regulation and establishes uniform site approval criteria, takes advantage of the best practices of the former codes and industry changes, enhancing wastewater system design standards.

Additionally, the code reflects changes in regulatory citations, an improved definition section, provides for application terms, permit terms, and revises the variance and appeals sections.

As part of the implementation process, contractor meeting were held in each county in March and appeals board trainings are set for late spring 2017.



RESTAURANT INSPECTIONS NOW AVAILABLE ONLINE

By: Mike Swain, MPH
Public Information Officer

In the summer of 2016, the Health Department of Northwest Michigan made restaurant inspection reports available online at www.nwhealth.org.

Previously, reports could be obtained at a health department office. The health department hopes that by placing reports on their website, consumers can better utilize the information sanitarians collect daily.

Health department sanitarians check a combined 700 plus establishments regularly throughout Antrim, Charlevoix, Emmet and Otsego counties. Their goal of ensuring the best possible food safety for the region is accomplished through a multipronged approach that includes enforcement, responding to resident complaints and working with restaurant owners and staff to prevent illness.

Inspections are done at least once annually at restaurants, bars, schools, hospitals, jails and concession stands. Inspections are done more often at more frequently visited establishments, such as fast food. From there, if a follow-up inspection is required inspections at one establishment could happen several times a year.

Following the Michigan food code, sanitarians ensure proper food handling, storage and the physical conditions of the restaurant, such as plumbing and disposal, during an inspection. Equally important, sanitarians converse with restaurant managers about processes used in food preparation. While inspecting establishments, sanitarians build relationships with restaurant employees and share their expertise on food safety.

Beyond restaurant inspections, the health department consults potential buyers of establishments on previously identified problems and potential pitfalls, helps restaurant managers and owners find food safety classes, and provides forms that can be used to track food safety issues, such as temperature logs.

Through all of this work, the public's health is always the most important objective. While the process is regulatory in nature, the health department conducts this work in a way that tries to improve food safety in all establishments through consultation and sharing of expertise. By both enforcing Michigan's food code and providing resources to restaurant owners and staff, northern Michigan residents and visitors are better protected against dangerous food borne illnesses.

Reports can be found at www.nwhealth.org, clicking "Food Establishment Inspection Reports" and then typing in the name of the establishment.

2016 Finances

Health Department of Northwest Michigan Statement of Revenues, Expenditures and Changes in Fund Balance

DECEMBER 31, 2016

REVENUES AND OTHER SOURCES

State/Federal Grants	\$9,921,038
Grants from Local Units of Government	\$988,682
Fees and Collections	\$14,913,689
Community Grants and Donations	\$856,533
Total Revenues and Other Sources	\$26,679,942

EXPENDITURES

Personnel Services	\$9,664,709
Supplies	\$2,631,681
Contract and Professional Services	\$10,920,109
Communications	\$208,147
Travel	\$483,367
Space Costs	\$1,151,464
Other Expenditures	\$1,324,698
Equipment	\$236,587
Total Expenditures	\$26,620,762

Revenue Over Expenditures \$59,180

NET FUND BALANCE CHANGE \$59,180

Fund Balance Beginning \$6,355,514
Fund Balance Ending \$6,414,694

GRANTS AND COMMUNITY SUPPORT 2016

Alcona Health Center	Northern Health Plan
Antrim Co High Tea	Northern Michigan
Bellaire Lioness Club	Regional Entity
Char-Em United Way	Otsego Co Community
Charlevoix Co Community	Foundation
Foundation	Otsego Memorial Hospital
Comm Anti-Drug Coalition	Petoskey Public Schools/
of America	MI Dept of Education
DHD 10	Petoskey-Harbor Springs
Frey Foundation	Area Community
Gaylord Country Club	Foundation
Jack Walczak	Robert Wood Johnson
McLaren Northern	Foundation
Michigan Hospital	Smiles On Wheels
MI Department of Health &	Substance Abuse and
Human Services	Mental Health
Michigan Fitness	The Christ Child Society of
Foundation	Northern MI
Michigan Health	Tobacco Free Michigan
Endowment Fund	Traverse Regional
Michigan Primary Care	Community Foundation
Association	Ward & Elis Gallery
Munson Healthcare	Wexford Missaukee Inter
Charlevoix Hospital	School District
Munson Medical Center	
National Network Of Public	
Health Institute	

DENTAL CLINICS NORTH COMMUNITY PARTNERS 2016

Dental Clinics North	Leelanau County Senior
Community	Services
Partners 2016	Petoskey-Harbor Springs
Benzie County COA	Area Community
Char-Em United Way	Foundation
Charlevoix County	Rotary Charities of
Community Foundation	Traverse City
Emmet County Senior	Salvation Army,
Grant	Cheboygan
Father Fred Foundation	



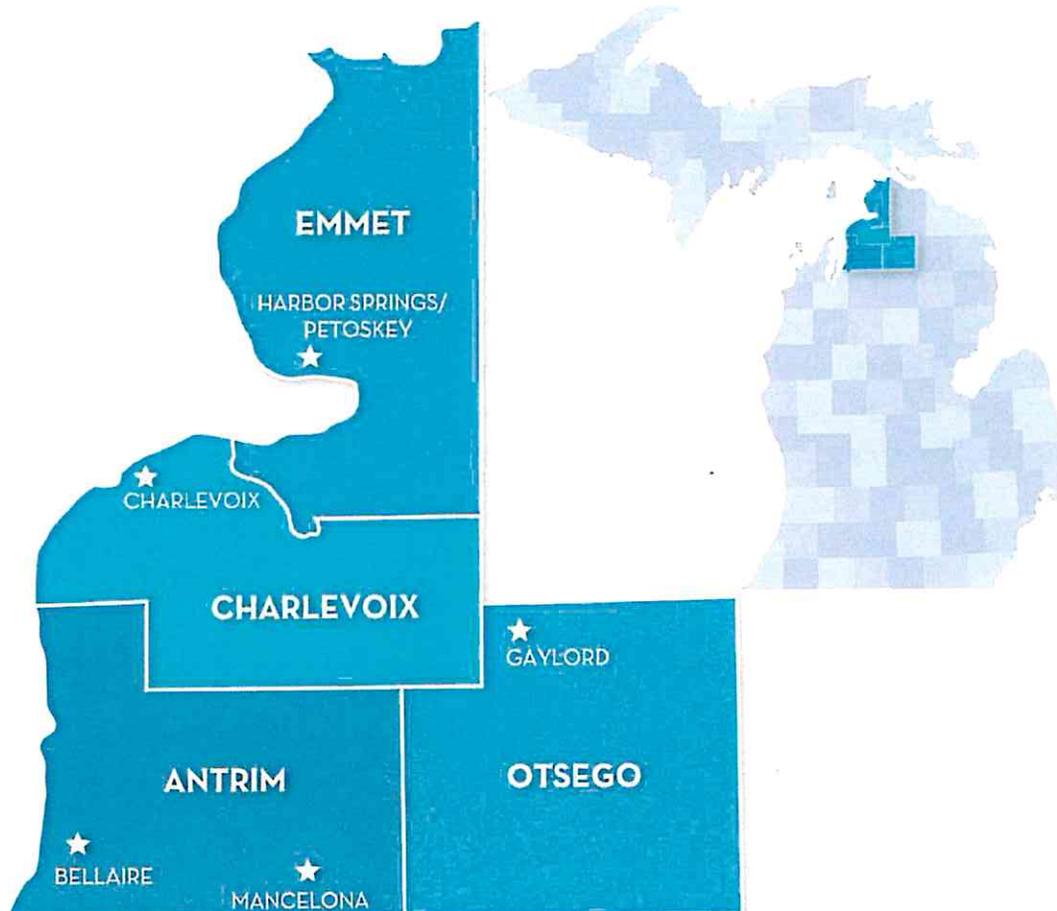
**HEALTH
DEPARTMENT**
of Northwest Michigan



HEALTH DEPARTMENT

of Northwest Michigan

ANTRIM
CHARLEVOIX
EMMET
OTSEGO



ANTRIM

209 Portage Dr.
Bellaire, MI 49615

Ironmen Health Center
205 Grove St.
Mancelona, MI 49659

CHARLEVOIX

220 W. Garfield St.
Charlevoix, MI 49720

Rambler Wellness
Boyne City Elementary and
Middle Schools
1025 Boyne Ave.
Boyne City, MI 49712

EMMET

3434 Harbor-Petoskey Rd.,
Suite A
Harbor Springs, MI 49740

Hornet Health Center
Pellston High School
172 Park St.
Pellston, MI 49769

OTSEGO

95 Livingston Blvd.
Gaylord, MI 49735

*Gaylord Blue Devil
Wellness Center*
Gaylord High School
90 Livingston Blvd.
Gaylord, MI 49735



find us on
facebook

800.432.4121
www.nwhealth.org

Home Care & Hospice: 800.551.4140
Dental Clinics North: 877.321.7070
Dental Clinics North Website:
www.dentalclinicsnorth.com

**OTSEGO COUNTY
Board of Commissioners**



EXECUTIVE SUMMARY

AGENDA ITEM: August 7, 2017 Warrant	AGENDA DATE: August 22, 2017
AGENDA PLACEMENT: New Business, A. Financials, Item 1.	ACTION REQUESTED: Motion to Approve
STAFF CONTACT(S): Rachel Frisch, Finance Director/County Administrator	ATTORNEY REVIEW: 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 warrant will be on the agenda.

The August 22, 2017 warrant is in the amount of \$1,720.50.

RECOMMENDATION:

Staff requests approval of the warrant detailed above with a total amount of \$1,720.50.

CHECK DISBURSEMENT REPORT FOR COUNTY OF OTSEGO
CHECK DATE FROM 08/07/2017 - 08/07/2017

Check Date	Bank	Check #	Payee	Description	GL #	Amount
08/07/2017	AP	67654	CENTER SELF STORAGE	UNIT #020 STORAGE UNIT FEE'S, VETERAN #02-2017	293-689-930.999	165.00
08/07/2017	AP	67655	CENTRAL INSURANCE SERVICES INC	CAR INSURANCE - 6 MONTHS FOR VETERAN #02-2017	293-689-930.999	577.50
08/07/2017	AP	67656	N & J AUTO-DIESEL REPAIR, INC.	INVOICE #0426, VEHICLE IMPOUND FEE'S FOR VETERAN #02-201	293-689-930.999	875.00
08/07/2017	AP	67657	STATE OF MICHIGAN	LICENSE TAB FOR VETERAN 02-2017	293-689-930.999	103.00
			TOTAL - ALL FUNDS	TOTAL OF 4 CHECKS		1,720.50

CHECK DISBURSEMENT REPORT FOR COUNTY OF OTSEGO
CHECK DATE FROM 08/07/2017 - 08/07/2017

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 293 SOLDIERS' RELIEF FUND							
08/07/2017	AP	67654	CENTER SELF STORAGE	UNIT #020 STORAGE UNIT FEE'S, VETERAN #02-2017	930.999	689	165.00
08/07/2017	AP	67655	CENTRAL INSURANCE SERVICES INC	CAR INSURANCE - 6 MONTHS FOR VETERAN #02-2017	930.999	689	577.50
08/07/2017	AP	67656	N & J AUTO-DIESEL REPAIR, INC.	INVOICE #0426, VEHICLE IMPOUND FEE'S FOR VETERAN #02-2017	930.999	689	875.00
08/07/2017	AP	67657	STATE OF MICHIGAN	LICENSE TAB FOR VETERAN 02-2017	930.999	689	103.00
				Total for fund 293 SOLDIERS' RELIEF FUND			1,720.50
			TOTAL - ALL FUNDS				1,720.50

OTSEGO COUNTY
Board of Commissioners



EXECUTIVE SUMMARY

AGENDA ITEM: August 15, 2017 Warrant	AGENDA DATE: August 22, 2017
AGENDA PLACEMENT: New Business, A. Financials, Item 2	ACTION REQUESTED: Motion to Approve
STAFF CONTACT(S): Rachel Frisch, Finance Director/County Administrator	ATTORNEY REVIEW: 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 warrant will be on the agenda.

The August 15, 2017 warrant is in the amount of \$176,151.63. Major expenditures in this warrant include:

- \$52,271.44 – BCBS September 2017 payment

RECOMMENDATION:

Staff requests approval of the warrants detailed above with a total amount of \$176,151.63.

CHECK DISBURSEMENT REPORT FOR COUNTY OF OTSEGO
 CHECK DATE FROM 08/15/2017 - 08/15/2017

Check Date	Bank	Check #	Payee	Description	GL #	Amount
08/15/2017	AP	1670(E)	CONSUMERS ENERGY	201005120572 AUGUST	588-697-930.620	942.39
08/15/2017	AP	1671(E)	DTE ENERGY	GAS BILL	208-752-930.610	267.36
08/15/2017	AP	1672(E)	ELAN	CREDIT CARD - 6/14/2017 THRU 7/14/2017	101-101-726.000	46.44
		1672(E)		CREDIT CARD - 6/14/2017 THRU 7/14/2017	101-131-930.450	6.65
		1672(E)		CREDIT CARD - 6/14/2017 THRU 7/14/2017	208-751-726.000	87.98
		1672(E)		CREDIT CARD - 6/14/2017 THRU 7/14/2017	249-371-704.400	440.56
		1672(E)		CREDIT CARD - 6/14/2017 THRU 7/14/2017	282-537-940.010	765.95
		1672(E)		CREDIT CARD - 6/14/2017 THRU 7/14/2017	588-699-726.050	(3.33)
		1672(E)		CREDIT CARD - 6/14/2017 THRU 7/14/2017	637-265-726.050	62.48
		1672(E)		CREDIT CARD - 6/14/2017 THRU 7/14/2017	645-172-930.450	19.95
		1672(E)		CREDIT CARD - 6/14/2017 THRU 7/14/2017	645-172-930.500	14.82
		1672(E)		CREDIT CARD - 6/14/2017 THRU 7/14/2017	645-201-930.500	150.00
		1672(E)		CREDIT CARD - 6/14/2017 THRU 7/14/2017	701-000-232.001	1,515.00
						3,106.50
08/15/2017	AP	1673(E)	MUNICIPAL EMPLOYEES RETIREMENT SYST	JULY 2017 COURT MERS	704-000-231.700	11,679.93
08/15/2017	AP	1674(E)	MUNICIPAL EMPLOYEES RETIREMENT SYST	JULY 2017 COURT MERS HYBRID DEFINED CONTRIBUTION	704-000-231.700	1,113.67
08/15/2017	AP	67658	20TH CIRCUIT COURT	17-004-DL, 15-59-DL & 14-104-DL JULY 2017 PLACEMENT	292-662-930.810	12,580.00
08/15/2017	AP	67659	AMERICAN WASTE	2087166/2087165	208-751-920.200	1,215.00
		67659		2087166/2087165	208-752-920.200	82.40
						1,297.40
08/15/2017	AP	67660	ANNETTE STANHOPE	OVERPAYMENT 060-013-300-005-00	516-030-694.000	1,839.07
08/15/2017	AP	67661	BENISTAR HARTFORD - 6795	INV#09012017 ACCT#06218	647-851-704.110	7,428.06
08/15/2017	AP	67662	BLUE CROSS BLUE SHIELD OF MICHIGAN	SEPT. 2017	647-851-704.110	52,271.44
08/15/2017	AP	67663	BRUCE TILLINGER	SERVICES 08/03/17 THRU 08/10/17	249-371-801.027	1,200.00
08/15/2017	AP	67664	BS&A SOFTWARE INC	INV#113740 (ANNUAL TECH SUPPORT)	101-228-920.410	13,877.00
		67664		INV#113740 (ANNUAL TECH SUPPORT)	212-430-920.410	339.00
		67664		INV#113740 (ANNUAL TECH SUPPORT)	249-371-920.410	2,820.00
						17,036.00
08/15/2017	AP	67665	CATHERINE ISBELL	17-18-DL TRANSPORT ON 7/30/17	101-134-930.500	48.15
		67665		17-18-DL TRANSPORT ON 7/30/17	101-134-940.010	21.00
		67665		17-18-DL TRANSPORT ON 7/30/17	292-662-930.500	24.08
		67665		17-18-DL TRANSPORT ON 7/30/17	292-662-930.830	54.00
						147.23

CHECK DISBURSEMENT REPORT FOR COUNTY OF OTSEGO
 CHECK DATE FROM 08/15/2017 - 08/15/2017

Check Date	Bank	Check #	Payee	Description	GL #	Amount
						147.23
08/15/2017	AP	67666	CHARTER COMMUNICATIONS	AIRPORT INTERNET AND TV/ PHONES	281-537-920.410	331.97
08/15/2017	AP	67667	CHOICE PUBLICATIONS	ADS	209-751-930.300	192.00
08/15/2017	AP	67668	CLASSIC PLUMBING	1452/1426/1451	208-751-726.050	1,355.00
08/15/2017	AP	67669	DE LAGE LANDEN PUBLIC FINANCE	INV#55541672	101-267-920.410	98.90
		67669		INV#55541672	101-267-930.983	15.22
		67669		INV#55541672	101-864-920.410	595.78
		67669		INV#55541672	212-430-920.410	141.55
		67669		INV#55541672	249-371-920.410	100.42
						<hr/> 951.87
08/15/2017	AP	67670	DENNIS ZAPPATERRENO	JBOR GRANTING PRE FOR 2016	516-000-026.021	391.76
08/15/2017	AP	67671	DONALD M. SEVENSKI	JBOR GRANTING PRE FOR 2014,2015 AND 2016	516-000-026.021	512.67
08/15/2017	AP	67672	DUNNS	ACCT# 2647 COPIER CONTRACT OTSEGO HOUSING/VA, MONTH 1	101-682-920.410	21.55
		67672		ACCT# 2647 COPIER CONTRACT OTSEGO HOUSING/VA, MONTH 2	332-690-920.410	21.54
						<hr/> 43.09
08/15/2017	AP	67673	EAGLE VILLAGE	16-26-DL JULY 2017 PLACEMENT	292-662-930.810	6,062.36
08/15/2017	AP	67674	ELI ELECTRIC LLC	SERVICES 08/02/17 THRU 08/03/17	249-371-801.026	490.00
08/15/2017	AP	67675	FRONTIER	PHONE BILL	209-751-930.210	94.26
08/15/2017	AP	67676	FRONTIER	JULY 2017 (3 ACCTS.)	261-427-930.210	293.05
08/15/2017	AP	67677	GILL ROYS HARDWARE	SUPPLIES	208-751-726.000	73.56
		67677		SUPPLIES	208-751-726.025	7.18
		67677		SUPPLIES	209-751-726.000	177.85
						<hr/> 258.59
08/15/2017	AP	67678	GRAND HOTEL	DEPOSIT FOR J. POWERS	101-101-930.500	376.32
08/15/2017	AP	67679	GREAT LAKES ENERGY	ELECTRIC BILL	209-751-930.620	48.29
08/15/2017	AP	67680	HOLIDAY INN	MCSSA CONF. (S. HUFF)	290-670-704.400	157.50
08/15/2017	AP	67681	JACQUELINE SWEIGER	CAMPING REFUND	208-440-652.030	172.00
08/15/2017	AP	67682	JOHNSON OIL COMPANY	CL36407 FUEL	588-699-930.660	6,198.64
08/15/2017	AP	67683	JOSEPH & MICHELLE VERDUCE	JBOR GRANTING PRE	516-000-026.021	511.50

CHECK DISBURSEMENT REPORT FOR COUNTY OF OTSEGO
 CHECK DATE FROM 08/15/2017 - 08/15/2017

Check Date	Bank	Check #	Payee	Description	GL #	Amount
08/15/2017	AP	67684	JUNE ELIZABETH GREVE	AUGUST 2017 COURT CLEANING FEES	101-131-726.025	150.00
		67684		AUGUST 2017 FOC CLEANING FEES	215-141-726.025	150.00
						300.00
08/15/2017	AP	67685	KEVAN D FLORY	8/7/2017 INTIAL INSPECTION #11-2017 EMERGENCY ROOF	233-690-940.010	400.00
		67685		SERVICES 08/02/17 THRU 08/09/17	249-371-801.024	2,280.00
						2,680.00
08/15/2017	AP	67686	KSS ENTERPRISES	1047619 TRASH BAGS	208-751-726.025	26.87
08/15/2017	AP	67687	LAKE STATE & SAGINAW BAY RAILWAY CO	INV#121113	101-101-940.010	250.00
08/15/2017	AP	67688	LAKE SUPERIOR STATE UNIVERSITY	INVOICE #240.3 S.S. MARIE CLASSROOM FEES 05/14/17 - 08/19/17	101-332-920.510	265.00
08/15/2017	AP	67689	LANSING SANITARY SUPPLY INC	944622 PIT TOILET TREATMENT	208-751-726.025	168.90
08/15/2017	AP	67690	LARRY KENT	SERVICES 07/31/17 THRU 08/04/17	249-371-801.024	1,840.00
08/15/2017	AP	67691	LINDA WESCOTT	CAMPING REFUND	208-440-652.030	330.00
08/15/2017	AP	67692	LIZABETH C PEAK	COUNTY BURIAL ALLOWANCE, SPOUSE OF VETERAN	101-681-930.960	300.00
08/15/2017	AP	67693	MEYER ACE	#6521	208-751-726.000	164.41
		67693		#6521	208-751-726.025	13.16
		67693		#6521	208-751-726.050	16.08
		67693		#6521	209-751-726.000	93.95
						287.60
08/15/2017	AP	67694	MICHIGAN ASSOCIATION OF COUNTIES	MAC ANNUAL CONFERENCE (JULIE POWERS)	101-101-704.400	325.00
08/15/2017	AP	67695	MICHIGAN DEPARTMENT OF TREASURY	SHERIFF BOOKING FEES	701-000-228.061	1,217.65
08/15/2017	AP	67696	MID NORTH PRINTING INC	85350 SURVEY CARDS	209-751-726.000	52.80
08/15/2017	AP	67697	MISHRM STATE COUNCIL	INV#200012309 (T. ADAM - 2017 CONF.)	645-270-704.400	320.00
08/15/2017	AP	67698	MOTORCYCLE SAFETY FOUNDATION	INVOICE #MS-345680 BASIC ECOURSE 54 STUDENT COUPON	101-332-726.000	215.46
08/15/2017	AP	67699	NORTH COUNTRY COMMUNITY MENTAL HEAL	INV#2843	101-649-940.010	23,500.75
08/15/2017	AP	67700	OTSEGO COUNTY SPORTSPLEX	4593 PLAYGROUP SWIM LESSONS	208-752-726.000	382.50
08/15/2017	AP	67701	OTSEGO COUNTY TREASURER	JURY BOX REIMB	101-145-930.930	469.90
08/15/2017	AP	67702	PATRICIA GRASS	CAMPING REFUND	208-440-652.030	172.00
08/15/2017	AP	67703	PAY THE BILLS, LLC	WOOD	208-751-726.000	360.00

CHECK DISBURSEMENT REPORT FOR COUNTY OF OTSEGO
 CHECK DATE FROM 08/15/2017 - 08/15/2017

Check Date	Bank	Check #	Payee	Description	GL #	Amount
08/15/2017	AP	67704	RALPH & SANDRA MANKOWSKI	JBOR GRANTING PRE 2015	516-000-026.021	172.80
08/15/2017	AP	67705	RALPH & SANDRA MANKOWSKI	JBOR GRANTING PRE FOR 2016	516-000-026.021	173.30
08/15/2017	AP	67706	RICHARD & KRISTINA WHEELER	RESTITUTION RE: CASE 17-34291 FY, JEFFERY DECKER	701-000-299.000	6,000.00
08/15/2017	AP	67707	RON'S WRECKER	131753 TOW TRUCK TO JOHNSON OIL	208-751-726.050	55.00
08/15/2017	AP	67708	ROSCOMMON COUNTY	17-18-DL 7/25/17 TO 7/30/17 PLACEMENT	292-662-930.810	840.00
08/15/2017	AP	67709	SCOTT T BEATTY	JULY 2017 FOC REFEREE HEARINGS	215-141-940.010	2,800.00
08/15/2017	AP	67710	SHANE TOMA	CABIN CANCELLATION	208-440-652.045	100.00
08/15/2017	AP	67711	SLIVINSKI, STEVEN M. AND ETHAN	JBOR GRANTING PRE 2016	516-000-026.021	423.85
08/15/2017	AP	67712	SPARTAN SEWER & SEPTIC TANK SERVICE	PARKS/REC/GROEN/DOG PARK	208-751-726.000	90.00
		67712		PARKS/REC/GROEN/DOG PARK	208-751-920.200	1,417.00
		67712		PARKS/REC/GROEN/DOG PARK	208-752-920.200	90.00
		67712		PARKS/REC/GROEN/DOG PARK	209-751-726.000	90.00
						1,687.00
08/15/2017	AP	67713	SYSCO - GRAND RAPIDS	168333208 ICE CREAM	208-751-726.000	344.18
08/15/2017	AP	67714	UCMAN	6285 WIRELESS CONNECTION	208-752-726.000	59.95
08/15/2017	AP	67715	VERIZON WIRELESS	9789659141 JULY	588-697-930.210	6.91
08/15/2017	AP	67716	WALKER, WADE	OVERPAYMENT ON 091-280-000-143-00	516-030-694.000	8.83
08/15/2017	AP	67717	WAYNE ISBELL	17-18-DL TRANSPORT ON 7/30/17	101-134-940.010	21.00
		67717		11-33-DL TRANSPORT ON 7/31/17	292-662-930.500	72.23
		67717		17-18-DL TRANSPORT ON 7/30/17	292-662-930.830	54.00
						147.23
08/15/2017	AP	67718	WILBER AUTOMOTIVE SUPPLY INC	SOCKET SET	208-751-726.000	13.19
		67718		U JOINTS	208-751-726.050	46.18
						59.37
08/15/2017	AP	67719	WINN TELECOM	989-705-1786 JULY	588-697-930.210	258.86
08/15/2017	AP	67720	WMJZ EAGLE 101.5	ACCT# 3404 HOUSING & VETERANS RADIO ADVERTISEMENT MAI 101-682-930.300		100.00
		67720		ACCT# 3404 HOUSING & VETERANS RADIO ADVERTISEMENT MAI 233-690-930.300		100.00
						200.00
TOTAL - ALL FUNDS				TOTAL OF 68 CHECKS		176,151.63

CHECK DISBURSEMENT REPORT FOR COUNTY OF OTSEGO
 CHECK DATE FROM 08/15/2017 - 08/15/2017

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 101 GENERAL FUND							
08/15/2017	AP	1672(E)*#	ELAN	CREDIT CARD - 6/14/2017 THRU 7/14/2017	726.000	101	21.98
				CREDIT CARD - 6/14/2017 THRU 7/14/2017	726.000	101	24.46
				CREDIT CARD - 6/14/2017 THRU 7/14/2017	930.450	131	6.65
				CHECK AP 1672(E) TOTAL FOR FUND 101:			<u>53.09</u>
08/15/2017	AP	67664*#	BS&A SOFTWARE INC	INV#113740 (ANNUAL TECH SUPPORT)	920.410	228	13,877.00
08/15/2017	AP	67665*#	CATHERINE ISBELL	17-18-DL TRANSPORT ON 7/30/17	930.500	134	48.15
				17-18-DL TRANSPORT ON 7/30/17	940.010	134	21.00
				CHECK AP 67665 TOTAL FOR FUND 101:			<u>69.15</u>
08/15/2017	AP	67669*#	DE LAGE LANDEN PUBLIC FINANCE	INV#55541672	920.410	267	98.90
				INV#55541672	930.983	267	15.22
				INV#55541672	920.410	864	595.78
				CHECK AP 67669 TOTAL FOR FUND 101:			<u>709.90</u>
08/15/2017	AP	67672*#	DUNNS	ACCT# 2647 COPIER CONTRACT OTSEGO HOUSING/VA, MONTH END	920.410	682	21.55
08/15/2017	AP	67678	GRAND HOTEL	DEPOSIT FOR J. POWERS	930.500	101	376.32
08/15/2017	AP	67684*#	JUNE ELIZABETH GREVE	AUGUST 2017 COURT CLEANING FEES	726.025	131	150.00
08/15/2017	AP	67687	LAKE STATE & SAGINAW BAY RAILWAY CO	INV#121113	940.010	101	250.00
08/15/2017	AP	67688	LAKE SUPERIOR STATE UNIVERSITY	INVOICE #240.3 S.S. MARIE CLASSROOM FEES 05/14/17 - 08/19/17	920.510	332	265.00
08/15/2017	AP	67692	LIZABETH C PEAK	COUNTY BURIAL ALLOWANCE, SPOUSE OF VETERAN	930.960	681	300.00
08/15/2017	AP	67694	MICHIGAN ASSOCIATION OF COUNTIES	MAC ANNUAL CONFERENCE (JULIE POWERS)	704.400	101	325.00
08/15/2017	AP	67698	MOTORCYCLE SAFETY FOUNDATION	INVOICE #MS-345680 BASIC ECOURSE 54 STUDENT COUPON	726.000	332	215.46
08/15/2017	AP	67699	NORTH COUNTRY COMMUNITY MENTAL HEAL	INV#2843	940.010	649	23,500.75
08/15/2017	AP	67701	OTSEGO COUNTY TREASURER	JURY BOX REIMB	930.930	145	469.90
08/15/2017	AP	67717*#	WAYNE ISBELL	17-18-DL TRANSPORT ON 7/30/17	940.010	134	21.00
08/15/2017	AP	67720*#	WMJZ EAGLE 101.5	ACCT# 3404 HOUSING & VETERANS RADIO ADVERTISEMENT MARKE'	930.300	682	100.00

CHECK DISBURSEMENT REPORT FOR COUNTY OF OTSEGO
 CHECK DATE FROM 08/15/2017 - 08/15/2017

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 101 GENERAL FUND				Total for fund 101 GENERAL FUND			40,704.12
Fund: 208 PARKS AND RECREATION							
08/15/2017	AP	1671(E)	DTE ENERGY	GAS BILL	930.610	752	267.36
08/15/2017	AP	1672(E)*#	ELAN	CREDIT CARD - 6/14/2017 THRU 7/14/2017	726.000	751	87.98
08/15/2017	AP	67659#	AMERICAN WASTE	2087166/2087165	920.200	751	1,215.00
				2087166/2087165	920.200	752	82.40
				CHECK AP 67659 TOTAL FOR FUND 208:			<u>1,297.40</u>
08/15/2017	AP	67668	CLASSIC PLUMBING	1452/1426/1451	726.050	751	205.00
				1452/1426/1451	726.050	751	525.00
				1452/1426/1451	726.050	751	625.00
				CHECK AP 67668 TOTAL FOR FUND 208:			<u>1,355.00</u>
08/15/2017	AP	67677*	GILL ROYS HARDWARE	SUPPLIES	726.000	751	8.59
				SUPPLIES	726.000	751	64.97
				SUPPLIES	726.025	751	7.18
				CHECK AP 67677 TOTAL FOR FUND 208:			<u>80.74</u>
08/15/2017	AP	67681	JACQUELINE SWEIGER	CAMPING REFUND	652.030	440	172.00
08/15/2017	AP	67686	KSS ENTERPRISES	1047619 TRASH BAGS	726.025	751	26.87
08/15/2017	AP	67689	LANSING SANITARY SUPPLY INC	944622 PIT TOILET TREATMENT	726.025	751	168.90
08/15/2017	AP	67691	LINDA WESCOTT	CAMPING REFUND	652.030	440	330.00
08/15/2017	AP	67693*	MEYER ACE	#6521	726.000	751	74.89
				#6521	726.000	751	83.53
				#6521	726.000	751	5.99
				#6521	726.025	751	13.16
				#6521	726.050	751	16.08
				CHECK AP 67693 TOTAL FOR FUND 208:			<u>193.65</u>
08/15/2017	AP	67700	OTSEGO COUNTY SPORTSPLEX	4593 PLAYGROUP SWIM LESSONS	726.000	752	382.50
08/15/2017	AP	67702	PATRICIA GRASS	CAMPING REFUND	652.030	440	172.00
08/15/2017	AP	67703	PAY THE BILLS, LLC	WOOD	726.000	751	120.00

CHECK DISBURSEMENT REPORT FOR COUNTY OF OTSEGO
 CHECK DATE FROM 08/15/2017 - 08/15/2017

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 208 PARKS AND RECREATION							
				WOOD	726.000	751	120.00
				555336 FIREWOOD	726.000	751	120.00
				CHECK AP 67703 TOTAL FOR FUND 208:			<u>360.00</u>
08/15/2017	AP	67707	RONS WRECKER	131753 TOW TRUCK TO JOHNSON OIL	726.050	751	55.00
08/15/2017	AP	67710	SHANE TOMA	CABIN CANCELLATION	652.045	440	100.00
08/15/2017	AP	67712*#	SPARTAN SEWER & SEPTIC TANK SERVICE	PARKS/REC/GROEN/DOG PARK	726.000	751	90.00
				PARKS/REC/GROEN/DOG PARK	920.200	751	992.00
				PARKS/REC/GROEN/DOG PARK	920.200	751	425.00
				PARKS/REC/GROEN/DOG PARK	920.200	752	90.00
				CHECK AP 67712 TOTAL FOR FUND 208:			<u>1,597.00</u>
08/15/2017	AP	67713	SYSCO - GRAND RAPIDS	168333208 ICE CREAM	726.000	751	344.18
08/15/2017	AP	67714	UCMAN	6285 WIRELESS CONNECTION	726.000	752	59.95
08/15/2017	AP	67718	WILBER AUTOMOTIVE SUPPLY INC	SOCKET SET	726.000	751	13.19
				U JOINTS	726.050	751	46.18
				CHECK AP 67718 TOTAL FOR FUND 208:			<u>59.37</u>
				Total for fund 208 PARKS AND RECREATION			7,109.90
Fund: 209 GROEN NATURE PRESERVE FUND							
08/15/2017	AP	67667	CHOICE PUBLICATIONS	ADS	930.300	751	192.00
08/15/2017	AP	67675	FRONTIER	PHONE BILL	930.210	751	94.26
08/15/2017	AP	67677*	GILL ROYS HARDWARE	SUPPLIES	726.000	751	51.19
				SUPPLIES	726.000	751	61.35
				SUPPLIES	726.000	751	14.57
				SUPPLIES	726.000	751	50.74
				CHECK AP 67677 TOTAL FOR FUND 209:			<u>177.85</u>
08/15/2017	AP	67679	GREAT LAKES ENERGY	ELECTRIC BILL	930.620	751	48.29
08/15/2017	AP	67693*	MEYER ACE	#6521	726.000	751	20.72
				#6521	726.000	751	28.72
				#6521	726.000	751	32.33
				#6521	726.000	751	12.18

CHECK DISBURSEMENT REPORT FOR COUNTY OF OTSEGO
 CHECK DATE FROM 08/15/2017 - 08/15/2017

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 209 GROEN NATURE PRESERVE FUND							
				CHECK AP 67693 TOTAL FOR FUND 209:			93.95
08/15/2017	AP	67696	MID NORTH PRINTING INC	85350 SURVEY CARDS	726.000	751	52.80
08/15/2017	AP	67712*#	SPARTAN SEWER & SEPTIC TANK SERVICE	PARKS/REC/GROEN/DOG PARK	726.000	751	90.00
				Total for fund 209 GROEN NATURE PRESERVE FUND			749.15
Fund: 212 ANIMAL CONTROL							
08/15/2017	AP	67664*#	BS&A SOFTWARE INC	INV#113740 (ANNUAL TECH SUPPORT)	920.410	430	339.00
08/15/2017	AP	67669*#	DE LAGE LANDEN PUBLIC FINANCE	INV#55541672	920.410	430	141.55
				Total for fund 212 ANIMAL CONTROL			480.55
Fund: 215 FRIEND OF THE COURT							
08/15/2017	AP	67684*#	JUNE ELIZABETH GREVE	AUGUST 2017 FOC CLEANING FEES	726.025	141	150.00
08/15/2017	AP	67709	SCOTT T BEATTY	JULY 2017 FOC REFEREE HEARINGS	940.010	141	2,800.00
				Total for fund 215 FRIEND OF THE COURT			2,950.00
Fund: 232 HOUSING COMMISSION							
08/15/2017	AP	67672*#	DUNNS	ACCT# 2647 COPIER CONTRACT OTSEGO HOUSING/GVA, MONTH END	920.410	690	21.54
				Total for fund 232 HOUSING COMMISSION			21.54
Fund: 233 HUD GRANT FUND							
08/15/2017	AP	67685*#	KEVAN D FLORY	8/7/2017 INTIAL INSPECTION #11-2017 EMERGENCY ROOF	940.010	690	200.00
				7/21 WATER WELL INITIAL INSPECTION #08-2017 SPECIFICATIONS AN	940.010	690	200.00
				CHECK AP 67685 TOTAL FOR FUND 233:			400.00
08/15/2017	AP	67720*#	WMJZ EAGLE 101.5	ACCT# 3404 HOUSING & VETERANS RADIO ADVERTISEMENT MARKE	930.300	690	100.00
				Total for fund 233 HUD GRANT FUND			500.00
Fund: 249 BUILDING INSPECTION FUND							
08/15/2017	AP	1672(E)*#	ELAN	CREDIT CARD - 6/14/2017 THRU 7/14/2017	704.400	371	440.56
08/15/2017	AP	67663	BRUCE TILLINGER	SERVICES 08/03/17 THRU 08/10/17	801.027	371	1,200.00
08/15/2017	AP	67664*#	BS&A SOFTWARE INC	INV#113740 (ANNUAL TECH SUPPORT)	920.410	371	2,820.00
08/15/2017	AP	67669*#	DE LAGE LANDEN PUBLIC FINANCE	INV#55541672	920.410	371	100.42

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Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 249 BUILDING INSPECTION FUND							
08/15/2017	AP	67674	ELI ELECTRIC LLC	SERVICES 08/02/17 THRU 08/03/17	801.026	371	490.00
08/15/2017	AP	67685*#	KEVAN D FLORY	SERVICES 08/02/17 THRU 08/09/17	801.024	371	2,280.00
08/15/2017	AP	67690	LARRY KENT	SERVICES 07/31/17 THRU 08/04/17	801.024	371	720.00
				SERVICES 07/31/17 THRU 08/04/17	801.024	371	1,120.00
				CHECK AP 67690 TOTAL FOR FUND 249:			<u>1,840.00</u>
				Total for fund 249 BUILDING INSPECTION FUND			9,170.98
Fund: 261 911 SERVICE FUND							
08/15/2017	AP	67676	FRONTIER	JULY 2017 (3 ACCTS.)	930.210	427	137.58
				JULY 2017 (3 ACCTS.)	930.210	427	104.91
				JULY 2017 (3 ACCTS.)	930.210	427	50.56
				CHECK AP 67676 TOTAL FOR FUND 261:			<u>293.05</u>
				Total for fund 261 911 SERVICE FUND			293.05
Fund: 281 AIRPORT							
08/15/2017	AP	67666	CHARTER COMMUNICATIONS	AIRPORT INTERNET AND TV/ PHONES	920.410	537	331.97
				Total for fund 281 AIRPORT			331.97
Fund: 282 AIRPORT SPECIAL EVENTS FUND							
08/15/2017	AP	1672(E)*#	ELAN	CREDIT CARD - 6/14/2017 THRU 7/14/2017	940.010	537	765.95
				Total for fund 282 AIRPORT SPECIAL EVENTS FUND			765.95
Fund: 290 SOCIAL WELFARE FUND							
08/15/2017	AP	67680	HOLIDAY INN	MCSSA CONF. (S. HUFF)	704.400	670	157.50
				Total for fund 290 SOCIAL WELFARE FUND			157.50
Fund: 292 CHILD CARE FUND							
08/15/2017	AP	67658	20TH CIRCUIT COURT	17-004-DL, 15-59-DL & 14-104-DL JULY 2017 PLACEMENT	930.810	662	12,580.00
08/15/2017	AP	67665*#	CATHERINE ISBELL	17-18-DL TRANSPORT ON 7/30/17	930.500	662	24.08
				17-18-DL TRANSPORT ON 7/30/17	930.830	662	12.00
				11-33-DL TRANSPORT ON 7/31/17	930.830	662	42.00
				CHECK AP 67665 TOTAL FOR FUND 292:			<u>78.08</u>
08/15/2017	AP	67673	EAGLE VILLAGE	16-26-DL JULY 2017 PLACEMENT	930.810	662	6,062.36
08/15/2017	AP	67708	ROSCOMMON COUNTY	17-18-DL 7/25/17 TO 7/30/17 PLACEMENT	930.810	662	840.00
08/15/2017	AP	67717*#	WAYNE ISBELL	11-33-DL TRANSPORT ON 7/31/17	930.500	662	72.23

CHECK DISBURSEMENT REPORT FOR COUNTY OF OTSEGO
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Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 292 CHILD CARE FUND							
				17-18-DL TRANSPORT ON 7/30/17	930.830	662	12.00
				11-33-DL TRANSPORT ON 7/31/17	930.830	662	42.00
				CHECK AP 67717 TOTAL FOR FUND 292:			<u>126.23</u>
				Total for fund 292 CHILD CARE FUND			19,686.67
Fund: 516 DELINQUENT TAX REVOLVING							
08/15/2017	AP	67660	ANNETTE STANHOPE	OVERPAYMENT 060-013-300-005-00	694.000	030	1,839.07
08/15/2017	AP	67670	DENNIS ZAPPATERRENO	JBOR GRANTING PRE FOR 2016	026.021	000	391.76
08/15/2017	AP	67671	DONALD M. SEVENSKI	JBOR GRANTING PRE FOR 2014,2015 AND 2016	026.021	000	149.07
				JBOR GRANTING PRE FOR 2014, 2015 AND 2016	026.021	000	149.07
				JBOR GRANTING PRE FOR 2014, 2015 AND 2016	026.021	000	214.53
				CHECK AP 67671 TOTAL FOR FUND 516:			<u>512.67</u>
08/15/2017	AP	67683	JOSEPH & MICHELLE VERDUCE	JBOR GRANTING PRE	026.021	000	511.50
08/15/2017	AP	67704	RALPH & SANDRA MANKOWSKI	JBOR GRANTING PRE 2015	026.021	000	172.80
08/15/2017	AP	67705	RALPH & SANDRA MANKOWSKI	JBOR GRANTING PRE FOR 2016	026.021	000	173.30
08/15/2017	AP	67711	SLIVINSKI, STEVEN M. AND ETHAN	JBOR GRANTING PRE 2016	026.021	000	423.85
08/15/2017	AP	67716	WALKER, WADE	OVERPAYMENT ON 091-280-000-143-00	694.000	030	8.83
				Total for fund 516 DELINQUENT TAX REVOLVING			4,033.78
Fund: 588 TRANSPORTATION FUND							
08/15/2017	AP	1670(E)	CONSUMERS ENERGY	201005120572 AUGUST	930.620	697	942.39
08/15/2017	AP	1672(E)*#	ELAN	CREDIT CARD - 6/14/2017 THRU 7/14/2017	726.050	699	(3.33)
08/15/2017	AP	67682	JOHNSON OIL COMPANY	CL36407 FUEL	930.660	699	6,198.64
08/15/2017	AP	67715	VERIZON WIRELESS	9789659141 JULY	930.210	697	6.91
08/15/2017	AP	67719	WINN TELECOM	989-705-1786 JULY	930.210	697	258.86
				Total for fund 588 TRANSPORTATION FUND			7,403.47
Fund: 637 BUILDING AND GROUNDS							
08/15/2017	AP	1672(E)*#	ELAN	CREDIT CARD - 6/14/2017 THRU 7/14/2017	726.050	265	62.48
				Total for fund 637 BUILDING AND GROUNDS			62.48
Fund: 645 ADMINISTRATIVE SERVICES							
08/15/2017	AP	1672(E)*#	ELAN	CREDIT CARD - 6/14/2017 THRU 7/14/2017	930.450	172	6.65

CHECK DISBURSEMENT REPORT FOR COUNTY OF OTSEGO
 CHECK DATE FROM 08/15/2017 - 08/15/2017

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 645 ADMINISTRATIVE SERVICES							
				CREDIT CARD - 6/14/2017 THRU 7/14/2017	930.450	172	6.65
				CREDIT CARD - 6/14/2017 THRU 7/14/2017	930.450	172	6.65
				CREDIT CARD - 6/14/2017 THRU 7/14/2017	930.450	172	6.65
				CREDIT CARD - 6/14/2017 THRU 7/14/2017	930.450	172	(6.65)
				CREDIT CARD - 6/14/2017 THRU 7/14/2017	930.500	172	14.82
				CREDIT CARD - 6/14/2017 THRU 7/14/2017	930.500	201	150.00
				CHECK AP 1672(E) TOTAL FOR FUND 645:			<u>184.77</u>
08/15/2017	AP	67697	MISHRM STATE COUNCIL	INV#200012309 (T. ADAM - 2017 CONF.)	704.400	270	320.00
				Total for fund 645 ADMINISTRATIVE SERVICES			504.77
Fund: 647 HEALTH CARE FUND							
08/15/2017	AP	67661	BENISTAR HARTFORD - 6795	INV#09012017 ACCT#06218	704.110	851	7,428.06
08/15/2017	AP	67662	BLUE CROSS BLUE SHIELD OF MICHIGAN	SEPT. 2017	704.110	851	52,271.44
				Total for fund 647 HEALTH CARE FUND			59,699.50
Fund: 701 GENERAL AGENCY							
08/15/2017	AP	1672(E)*#	ELAN	CREDIT CARD - 6/14/2017 THRU 7/14/2017	232.001	000	1,515.00
08/15/2017	AP	67695	MICHIGAN DEPARTMENT OF TREASURY	SHERIFF BOOKING FEES	228.061	000	482.00
				SHERIFF BOOKING FEES	228.061	000	412.65
				SHERIFF BOOKING FEES	228.061	000	323.00
				CHECK AP 67695 TOTAL FOR FUND 701:			<u>1,217.65</u>
08/15/2017	AP	67706	RICHARD & KRISTINA WHEELER	RESTITUTION RE: CASE 17-34291 FY, JEFFERY DECKER	299.000	000	6,000.00
				Total for fund 701 GENERAL AGENCY			8,732.65
Fund: 704 PAYROLL IMPREST FUND							
08/15/2017	AP	1673(E)	MUNICIPAL EMPLOYEES RETIREMENT SYST	JULY 2017 COURT MERS	231.700	000	11,679.93
08/15/2017	AP	1674(E)	MUNICIPAL EMPLOYEES RETIREMENT SYST	JULY 2017 COURT MERS HYBRID DEFINED CONTRIBUTION	231.700	000	1,113.67
				Total for fund 704 PAYROLL IMPREST FUND			12,793.60
			TOTAL - ALL FUNDS				<u>176,151.63</u>

**-INDICATES CHECK DISTRIBUTED TO MORE THAN ONE FUND

#-INDICATES CHECK DISTRIBUTED TO MORE THAN ONE DEPARTMENT

OTSEGO COUNTY
Board of Commissioners



EXECUTIVE SUMMARY

AGENDA ITEM: August 22, 2017 Warrant	AGENDA DATE: August 22, 2017
AGENDA PLACEMENT: New Business, A. Financials, Item 3.	ACTION REQUESTED: Motion to Approve
STAFF CONTACT(S): Rachel Frisch, Finance Director/County Administrator	ATTORNEY REVIEW: 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 warrant will be on the agenda.

The August 22, 2017 warrant is in the amount of \$800,690.73. Major expenditures in the warrant include:

- \$41,424.00 C2AE for survey mapping and control project
- \$160,682.07 Crestline Coach LTD for ambulance
- \$29,223.60 Emmet County DPW for recycling agreement
- \$380,662.50 Huntington National Bank for library bond payment
- \$37,324.50 Northern Michigan Regional Entity for Convention Facility Development Funds

RECOMMENDATION:

Staff requests approval of the warrant detailed above with a total amount of \$800,690.73

CHECK DISBURSEMENT REPORT FOR COUNTY OF OTSEGO
 CHECK DATE FROM 08/22/2017 - 08/22/2017

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 101 GENERAL FUND							
08/22/2017	AP	1677(E)*#	FLEETCOR SUPERFLEET MASTERCARD	ACCOUNT 1001181575	930.660	257	67.72
				ACCOUNT 1001181575	930.660	301	1,290.97
				ACCOUNT 1001181575	930.660	302	360.89
				ACCOUNT 1001181575	930.660	331	190.68
				ACCOUNT 1001181575	930.660	332	52.50
				ACCOUNT 1001181575	930.660	336	170.25
				ACCOUNT 1001181575	930.660	648	79.84
				ACCOUNT 1001181575	930.660	721	157.29
				CHECK AP 1677(E) TOTAL FOR FUND 101:			<u>2,370.14</u>
08/22/2017	AP	1679(A)	NORTHERN MICHIGAN REGIONAL ENTITY	JULY 2017 (CONV. FAC. DEV. FUNDS)	940.010	631	37,324.50
08/22/2017	AP	1680(A)	US POSTAL SERVICE-CAPS SVC CENTER	AUGUST 2017 JURY SUMMONS MAILING	930.450	145	145.00
08/22/2017	AP	67722	87- A DISTRICT	JULY 2017 CREDIT CARD & GARNISHMENT FEES	930.150	131	1,198.08
08/22/2017	AP	67723*#	87-A DISTRICT COURT- IMPREST CASH	PETTY CASH REIMBURSEMENT: HEALTH LIVING CLASS & KEYS	726.000	131	45.92
08/22/2017	AP	67726	ADVANCED CORRECTIONAL HEALTHCARE	INMATE HEALTH CARE #67586	930.470	351	3,590.24
08/22/2017	AP	67739#	BILL MARSH FORD GAYLORD	INV# 900269 VEH#694 L-O-F	726.050	301	33.76
				INV# 900592 VEH#6912 TRANSMISSION FLUSH	726.050	302	83.21
				INV# 900592 VEH#6912 TRANSMISSION FLUSH	726.050	331	83.21
				CHECK AP 67739 TOTAL FOR FUND 101:			<u>200.18</u>
08/22/2017	AP	67747*#	CATHERINE ISBELL	15-92-DL TRANSPORT ON 8/1/17	940.010	134	48.00
08/22/2017	AP	67748	CATHOLIC HUMAN SERVICES INC	JULY 2017 MENTAL HEALTH COUNSELING CO-PAYS	940.010	133	30.00
08/22/2017	AP	67749*#	CDW GOVERNMENT INC	AXIS P3225-LV MKII CAMERA AND LICENSE - QUOTE JCWH078	726.000	253	197.00
08/22/2017	AP	67757	CORECOMM	115039078 - AUGUST 2017 COURT INTERNET	930.210	131	21.95
08/22/2017	AP	67758	COUNTY EQUALIZATION SERVICES	INV#201733 - JULY 2017 SERVICES	801.025	257	5,000.00
08/22/2017	AP	67759	COURTHOUSE TECHNOLOGIES LTD	ANNUAL SITE SUBSCRIPTION - YEAR 2	940.010	145	11,440.00
08/22/2017	AP	67761#	CROSSROADS INDUSTRIES	INV#18283 (JULY 2017)	920.410	101	35.00
				INV#18283 (JULY 2017)	920.410	215	25.00
				INV#18283 (JULY 2017)	920.410	267	35.00
				INV#18283 (JULY 2017)	920.410	301	35.00

CHECK DISBURSEMENT REPORT FOR COUNTY OF OTSEGO
 CHECK DATE FROM 08/22/2017 - 08/22/2017

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 101 GENERAL FUND							
				CHECK AP 67761 TOTAL FOR FUND 101:			130.00
08/22/2017	AP	67764	CURTISS REPORTING CORP	PEOPLE V EDMONDS 17-5243-FH	801.030	131	96.30
				PEOPLE V MENDOZA 16-5171-FC	801.030	131	279.60
				CHECK AP 67764 TOTAL FOR FUND 101:			375.90
08/22/2017	AP	67765	DATA CENTER PRODUCTS, INC	SIT/STAND DESKS - WORKERS' COMP GRANT	726.000	131	3,573.11
08/22/2017	AP	67767	DE LAGE LANDEN PUBLIC FINANCE	INV#55658351 ACCT#247393	920.410	257	178.12
08/22/2017	AP	67769	DE LAGE LANDEN PUBLIC FINANCE	AUGUST 2017 COURT COPY MACHINE LEASE PAYMENT	920.520	131	104.77
08/22/2017	AP	67773	DERMATEC DIRECT	OFFICER SAFTEY GLOVES #142903	726.035	351	241.00
08/22/2017	AP	67777	DOUG KASSUBA	INSTALL CABLE	726.000	253	125.00
08/22/2017	AP	67778*#	DUNNS	BATTERIES	726.000	131	19.14
				SURGE PROTECTOR, CORRECTION TAPE	726.000	131	60.09
				JULY 2017 COURT COPY FEES & MAINTENANCE AGREEMENT	920.520	131	89.78
				ACCT#5179	726.000	149	92.70
				SUPPLIES	726.000	253	183.67
				ACCT#3603	726.000	261	172.73
				ACCT#1738	726.000	267	29.72
				ACCT#1738	726.000	864	338.36
				ACCT#3603	920.410	864	237.00
				CHECK AP 67778 TOTAL FOR FUND 101:			1,223.19
08/22/2017	AP	67782	EXTRA PACKAGING, LLC	PO#072517-TOM SALES ORDER#9013601	726.000	648	590.00
08/22/2017	AP	67783*#	EXTREME POWER SPORTS	INVOICE #5159 MOTORCYCLE PARTS, BATTERIES, CHAIN, OIL, CLUT	920.400	332	233.66
08/22/2017	AP	67787*	GASLIGHT MEDIA	INV#54966	930.240	228	50.00
08/22/2017	AP	67788	GAYLORD FORD	INV# 101117 VEH#694 FORD EXPLORER 2016/CHECK & REPAIR OIL LE	726.050	301	27.17
08/22/2017	AP	67793*#	GORDON FOOD SERVICES	INMAE FOOD #788214448-788215778	726.025	351	488.10
				INMAE FOOD #788214448-788215778	726.030	351	561.46
				INMAE FOOD #788214448-788215778	930.700	351	5,023.35
				CHECK AP 67793 TOTAL FOR FUND 101:			6,072.91

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Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 101 GENERAL FUND							
08/22/2017	AP	67802*	IMAGE FACTORY INC	COOPER BUSINESS CARDS	726.000	131	58.20
08/22/2017	AP	67803*	IMPREST CASH-ADMINISTRATION	REPLENISH IMPREST CASH	726.000	101	11.00
08/22/2017	AP	67818	LAKE BREEZE LAW PLC	DEFERRAL ON 2/2/17 & COMMITMENT HEARING ON 2/7/17	801.022	131	150.00
08/22/2017	AP	67821	LIL WILLIES INC	INVOICE #46300, PORTABLE TOILETS, JUNE 17 - 18, 2017 & JULY 29 -	920.510	332	150.00
08/22/2017	AP	67822	LIFELOC TECHNOLOGIES INC	PBT MOUTHPIECES #236555-IN	726.000	351	70.00
08/22/2017	AP	67828*	MAKE IT MINE DESIGN	UNIFORM EMBROIDERY #5181/5115/5257	726.046	301	104.00
				UNIFORM EMBROIDERY #5181/5115/5257	726.046	351	108.00
				CHECK AP 67828 TOTAL FOR FUND 101:			212.00
08/22/2017	AP	67836*	MID NORTH PRINTING INC	INV# 85324 PROPERTY TAGS (1000 FOUND & 1000 EVIDENCE)	726.000	301	265.90
				INV# 85324 PROPERTY TAGS (1000 FOUND & 1000 EVIDENCE)	726.000	301	297.20
				CHECK AP 67836 TOTAL FOR FUND 101:			563.10
08/22/2017	AP	67837	MISTER T'S GLASS	CORRECTIONS VEHICLE REPAIR	920.400	351	219.40
08/22/2017	AP	67838	MUNICIPAL CONSULTING SERVICES LLC	INV#OTSEGO7	801.020	864	8,500.00
08/22/2017	AP	67839*	NETWORKFLEET INC	INV# OSV000001150048 FLEET MANAGER MOBIL DATA (7) VEHS JULY	920.410	301	75.80
				INV# OSV000001150048 FLEET MANAGER MOBIL DATA (7) VEHS JULY	920.410	302	18.95
				INV# OSV000001150048 FLEET MANAGER MOBIL DATA (7) VEHS JULY	920.410	334	30.90
				INV# OSV000001150048 FLEET MANAGER MOBIL DATA (7) VEHS JULY	920.410	351	18.95
				CHECK AP 67839 TOTAL FOR FUND 101:			144.60
08/22/2017	AP	67847*	OTSEGO COUNTY BUS SYSTEM	JULY 2017 DRUG COURT BUS	930.500	133	94.00
08/22/2017	AP	67854*	PROTECTION ONE	8/28/17 TO 9/27/17 DC/FAMILY WING MONITORING	940.010	131	55.06
				8/28/17 TO 9/27/17 ADMIN/PA WING MONITORING	940.010	131	27.53
				8/28/17 TO 9/27/17 ADMIN/PA WING MONITORING	920.410	267	23.86
				8/28/17 TO 9/27/17 ADMIN/PA WING MONITORING	930.983	267	3.67
				CHECK AP 67854 TOTAL FOR FUND 101:			110.12
08/22/2017	AP	67856*	REDWOOD TOXICOLOGY LABORATORY INC	JULY 2017 ADULT COURT DRUG TESTING	940.010	131	64.90
				JULY 2017 DRUG COURT DRUG TESTING	940.010	133	262.20

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Fund: 101 GENERAL FUND							
CHECK AP 67856 TOTAL FOR FUND 101:							327.10
08/22/2017	AP	67863	SECURUS TECHNOLOGIES T-NETIX	INMATE PHONE PURCHASE #IDA40531	930.210	351	1,366.00
08/22/2017	AP	67865	SOUL PURPOSE COUNSELING & CONSULT	JULY 2017 MENTAL HEALTH COUNSELING SERVICES	940.010	133	70.00
08/22/2017	AP	67866	SPEEDWAY LLC	ACCT#100 1181 575	930.660	301	790.65
08/22/2017	AP	67867	STAPLES BUSINESS ADVANTAGE	FOOT RESTS - WORKERS' COMP GRANT	726.000	131	229.98
				COPY PAPER	726.000	131	326.67
				POST IT FLAGS, SHARPIES, PAPERMATE FLAIR PENS	726.000	131	165.30
				TONER	726.000	131	97.26
CHECK AP 67867 TOTAL FOR FUND 101:							819.21
08/22/2017	AP	67869	STATE OF MICHIGAN	NOTARY FILING FEE - PANCI & SCHMIDT	930.600	267	20.00
08/22/2017	AP	67873	TERRANCE M COTTLE	JULY 2017 GROUP MENTAL HEALTH COUNSELING	940.010	133	160.00
				JULY 2017 MENTAL HEALTH COUNSELING SERVICES	940.010	133	40.00
				JULY 2017 MENTAL HEALTH COUNSELING SERVICES	940.010	133	40.00
				JULY 2017 MENTAL HEALTH COUNSELING SERVICES	940.010	133	40.00
				JULY 2017 MENTAL HEALTH COUNSELING SERVICES	940.010	133	40.00
				JULY 2017 MENTAL HEALTH COUNSELING SERVICES	940.010	133	80.00
				JULY 2017 MENTAL HEALTH COUNSELING SERVICES	940.010	133	40.00
				JULY 2017 MENTAL HEALTH COUNSELING SERVICES	940.010	133	120.00
				JULY 2017 MENTAL HEALTH COUNSELING SERVICES	940.010	133	40.00
				JULY 2017 MENTAL HEALTH COUNSELING SERVICES	940.010	133	40.00
				JULY 2017 MENTAL HEALTH COUNSELING SERVICES	940.010	133	40.00
				JULY 2017 MENTAL HEALTH COUNSELING SERVICES	940.010	133	40.00
				JULY 2017 MENTAL HEALTH COUNSELING SERVICES	940.010	133	40.00
CHECK AP 67873 TOTAL FOR FUND 101:							720.00
08/22/2017	AP	67881*#	UCMAN	INV#6294 & 6303	930.240	864	800.00
08/22/2017	AP	67883	US POSTAL SERVICE	METER ACCT#41665563	103.000	000	1,500.00
08/22/2017	AP	67884*#	VERIZON WIRELESS	INV#9789801362 (DUE 8/18/17)	930.230	301	146.88
				INV#9789801362 (DUE 8/18/17)	930.230	351	48.96
CHECK AP 67884 TOTAL FOR FUND 101:							195.84
08/22/2017	AP	67886	WAYNE BENTLEY	AUGUST 2017 WEEKEND DRUG TESTERS: AUG 5, 6, 12, 13	940.010	133	160.00

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Fund: 101 GENERAL FUND							
08/22/2017	AP	67887*#	WAYNE ISBELL	15-92-DL TRANSPORT ON 8/1/17	930.500	134	128.40
				15-92-DL TRANSPORT ON 8/1/17	940.010	134	48.00
				CHECK AP 67887 TOTAL FOR FUND 101:			<u>176.40</u>
08/22/2017	AP	67888#	WEST PAYMENT CENTER	INV 836575353; 8-1-17; ACCT 1000715367; JULY '17 INFO CHGS	726.200	267	336.60
				ACCT 1000715367; INV 836660049, 83-6660048; LIBRARY CHGS	726.200	267	80.50
				INV 836558999; 8-1-17; ACCT 1000242483, CLEAR INFO CHGS	920.410	268	193.17
				CHECK AP 67888 TOTAL FOR FUND 101:			<u>610.27</u>
08/22/2017	AP	67889	WEST PAYMENT CENTER	JULY 2017 COURT SKIP TRACING FEE	940.010	131	123.84
				Total for fund 101 GENERAL FUND			<u>92,497.57</u>
Fund: 205 WORK CAMP							
08/22/2017	AP	1677(E)*#	FLEETCOR SUPERFLEET MASTERCARD	ACCOUNT 1001181575	930.660	301	345.58
08/22/2017	AP	67790*#	GILL ROYS HARDWARE	WORK CAMP SUPPLIES #1705-971494-1708-851863	726.050	301	354.04
08/22/2017	AP	67793*#	GORDON FOOD SERVICES	INMAE FOOD #788214448-788215778	726.000	301	17.99
08/22/2017	AP	67828*#	MAKE IT MINE DESIGN	UNIFORM EMBROIDERY #5181/5115/5257	726.046	301	108.00
08/22/2017	AP	67847*#	OTSEGO COUNTY BUS SYSTEM	WORK CAMP TRAILER REPAIR #6323	726.050	301	385.26
08/22/2017	AP	67880*#	UCMAN	WORK CAMP CONNECTIVITY #6269	930.240	301	16.00
08/22/2017	AP	67884*#	VERIZON WIRELESS	INV#9789801362 (DUE 8/18/17)	930.230	301	97.92
				Total for fund 205 WORK CAMP			<u>1,324.79</u>
Fund: 208 PARKS AND RECREATION							
08/22/2017	AP	1675(E)*#	CONSUMERS ENERGY	PARKS/ REC	930.620	751	224.81
				PARKS/ REC	930.620	751	23.45
				PARKS/ REC	930.620	751	22.57
				PARKS/ REC	930.620	751	199.14
				CHECK AP 1675(E) TOTAL FOR FUND 208:			<u>469.97</u>
08/22/2017	AP	1677(E)*#	FLEETCOR SUPERFLEET MASTERCARD	ACCOUNT 1001181575	930.660	751	157.78

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Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 208 PARKS AND RECREATION				ACCOUNT 1001181575	930.660	752	157.78
				CHECK AP 1677(E) TOTAL FOR FUND 208:			<u>315.56</u>
08/22/2017	AP	67724	ABEL M CRUZ	PER DIEM, TRAVE AUGUST MEETING	703.040	752	50.00
				PER DIEM, TRAVE AUGUST MEETING	930.500	752	3.00
				CHECK AP 67724 TOTAL FOR FUND 208:			<u>53.00</u>
08/22/2017	AP	67729	ALPINE WILDLIFE CONTROL LLC	160 SKUNK REMOVAL	726.000	751	300.00
08/22/2017	AP	67732	ARTIC GLACIER USA	ICE	726.000	751	137.78
				ICE	726.000	751	204.18
				CHECK AP 67732 TOTAL FOR FUND 208:			<u>341.96</u>
08/22/2017	AP	67736	BARCO PRODUCTS COMPANY	TABLES, MESSAGE BOARDS 58496	970.300	901	7,716.95
08/22/2017	AP	67743	BONNY MILLER	PER DIEM, TRAVEL AUGUST MEETING	703.040	752	50.00
				PER DIEM, TRAVEL AUGUST MEETING	930.500	752	20.60
				CHECK AP 67743 TOTAL FOR FUND 208:			<u>70.60</u>
08/22/2017	AP	67752	CHARTER COMMUNICATIONS	TV AND PHONE	726.000	752	82.45
				TV AND PHONE	930.210	752	39.99
				CHECK AP 67752 TOTAL FOR FUND 208:			<u>122.44</u>
08/22/2017	AP	67766	DAVE BARAGREY	PER DIEM, TRAVEL AUGUST MEETING	703.040	752	50.00
				PER DIEM, TRAVEL AUGUST MEETING	930.500	752	3.10
				CHECK AP 67766 TOTAL FOR FUND 208:			<u>53.10</u>
08/22/2017	AP	67778*#	DUNNS	TONERS FOR PARK AND CENTER	726.000	751	240.96
				TONERS FOR PARK AND CENTER	726.000	752	240.96
				CHECK AP 67778 TOTAL FOR FUND 208:			<u>481.92</u>
08/22/2017	AP	67793*#	GORDON FOOD SERVICES	100110288 PINE SOL, GARBAGE BAGS	726.025	751	102.92
08/22/2017	AP	67802*#	IMAGE FACTORY INC	42921	726.046	751	244.48
08/22/2017	AP	67810*	JOHNSON OIL COMPANY	PARKS/REC	726.050	751	798.78

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Fund: 208 PARKS AND RECREATION							
08/22/2017	AP	67812	JUDITH JARECKI	PER DIEM, TRAVEL AUGUST MEETING	703.040	752	50.00
				PER DIEM, TRAVEL AUGUST MEETING	930.500	752	14.00
				CHECK AP 67812 TOTAL FOR FUND 208:			<u>64.00</u>
08/22/2017	AP	67813	JUSTIN WING	PER DIEM, TRAVEL AUGUST	703.040	752	50.00
				PER DIEM, TRAVEL AUGUST	930.500	752	20.70
				CHECK AP 67813 TOTAL FOR FUND 208:			<u>70.70</u>
08/22/2017	AP	67814	KELLI PARKER	PER DIEM, TRAVEL AUGUST MEETING	703.040	752	50.00
				PER DIEM, TRAVEL AUGUST MEETING	930.500	752	6.00
				CHECK AP 67814 TOTAL FOR FUND 208:			<u>56.00</u>
08/22/2017	AP	67819	LAPPANS OF GAYLORD INC	01-176828 OIL, OIL FILTER	726.000	751	27.26
08/22/2017	AP	67820	LARRYS LANDSCAPING	2017010 REMOVE SPRINKLERS AND ZONE VALVE	726.050	751	160.00
08/22/2017	AP	67843*#	NORTHERN MICHIGAN REVIEW	ADS	726.000	751	92.50
				ADS	930.300	751	170.00
				CHECK AP 67843 TOTAL FOR FUND 208:			<u>262.50</u>
08/22/2017	AP	67852	PAY THE BILLS, LLC	WOOD	726.000	751	120.00
08/22/2017	AP	67855	RANDY STULTS	PER DIEM, TRAVEL AUGUST MEETING	703.040	752	50.00
				PER DIEM, TRAVEL AUGUST MEETING	930.500	752	14.10
				CHECK AP 67855 TOTAL FOR FUND 208:			<u>64.10</u>
08/22/2017	AP	67860	SCOTT COURTERIER	PER DIEM, TRAVEL AUGUST MEETING	703.040	752	50.00
				PER DIEM, TRAVEL AUGUST MEETING	930.500	752	6.00
				CHECK AP 67860 TOTAL FOR FUND 208:			<u>56.00</u>
08/22/2017	AP	67872	SYSCO - GRAND RAPIDS	ICE CREAM, TOILET PAPER	726.000	751	23.55
				ICE CREAM, TOILET PAPER	726.025	751	495.50
				CHECK AP 67872 TOTAL FOR FUND 208:			<u>519.05</u>
08/22/2017	AP	67884*#	VERIZON WIRELESS	INV#9789801362 (DUE 8/18/17)	930.230	751	46.45

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Fund: 208 PARKS AND RECREATION							
				INV#9789801362 (DUE 8/18/17)	930.230	752	46.46
				CHECK AP 67884 TOTAL FOR FUND 208:			<u>92.91</u>
08/22/2017	AP	67892	WILLIAM HOLEWINSKI	PER DIEM, TRAVEL AUGUST	703.040	752	50.00
				PER DIEM, TRAVEL AUGUST	930.500	752	13.00
				CHECK AP 67892 TOTAL FOR FUND 208:			<u>63.00</u>
08/22/2017	AP	67893	ZAREMBA EQUIPMENT INC	S 106905 PIN ROLLER, BRACKET ROLLER	726.050	751	98.72
				Total for fund 208 PARKS AND RECREATION			12,725.92
Fund: 209 GROEN NATURE PRESERVE FUND							
08/22/2017	AP	67810*	JOHNSON OIL COMPANY	PARKS/REC	930.660	751	41.08
08/22/2017	AP	67843*#	NORTHERN MICHIGAN REVIEW	ADS	930.300	751	80.00
				ADS	930.300	751	48.43
				CHECK AP 67843 TOTAL FOR FUND 209:			<u>128.43</u>
08/22/2017	AP	67879	TRACTOR SUPPLY CO-DEPT 30-120262666	505307 BARBLESS CABLE	726.000	751	479.92
				Total for fund 209 GROEN NATURE PRESERVE FUND			649.43
Fund: 210 AMBULANCE SERVICES							
08/22/2017	AP	1677(E)*#	FLEETCOR SUPERFLEET MASTERCARD	ACCOUNT 1001181575	700.000	651	3,945.59
				Total for fund 210 AMBULANCE SERVICES			3,945.59
Fund: 212 ANIMAL CONTROL							
08/22/2017	AP	1676(E)*#	DTE ENERGY	910021274600JUN-JULY 2017	930.610	430	58.83
08/22/2017	AP	1677(E)*#	FLEETCOR SUPERFLEET MASTERCARD	ACCOUNT 1001181575	930.660	430	485.89
08/22/2017	AP	67730*#	AMERICAN WASTE	2087160	920.410	430	72.10
08/22/2017	AP	67778*#	DUNNS	ACCT#1738	726.000	430	73.89
				859765	920.410	430	211.61
				CHECK AP 67778 TOTAL FOR FUND 212:			<u>285.50</u>
08/22/2017	AP	67789	GAYLORD VETERINARY SERVICES	JULY 2017	930.471	430	619.34
				JULY 2017	930.980	430	712.00
				CHECK AP 67789 TOTAL FOR FUND 212:			<u>1,331.34</u>

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Fund: 212 ANIMAL CONTROL							
08/22/2017	AP	67790*#	GILL ROYS HARDWARE	1707 - 814475	726.000	430	8.59
08/22/2017	AP	67798*#	HOME DEPOT CREDIT SERVICES	5574436 4050018 4010044	726.000	430	221.55
08/22/2017	AP	67839*#	NETWORKFLEET INC	OSV000001144413	920.410	430	37.90
08/22/2017	AP	67878	TOTAL AUDIO & VIDEO ENGINEERING INC	669303	920.410	430	90.00
08/22/2017	AP	67880*#	UCMAN	6300 AUG 2017	920.410	430	400.00
				Total for fund 212 ANIMAL CONTROL			2,991.70
Fund: 214 M TEC							
08/22/2017	AP	67816	KIRTLAND COMMUNITY COLLEGE	JULY 2017 DELQ PP AND COMM FOREST	940.010	806	71.96
				Total for fund 214 M TEC			71.96
Fund: 215 FRIEND OF THE COURT							
08/22/2017	AP	67768	DE LAGE LANDEN PUBLIC FINANCE	AUGUST 2017 FOC COPY MACHINE LEASE PAYMENT	920.520	141	80.74
08/22/2017	AP	67778*#	DUNNS	JULY 2017 FOC COPY FEES & MAINTENANCE AGREEMENT	920.520	141	47.52
08/22/2017	AP	67780	EMPIRIC SOLUTIONS INC	SEPTEMBER 2017 FOC COMPASS MANAGEMENT FEE	801.020	141	379.00
08/22/2017	AP	67834	MICHIGAN SUPREME COURT	200 FOC HANDBOOKS	726.000	141	55.72
08/22/2017	AP	67854*#	PROTECTION ONE	8/28/17 TO 9/27/17 FOC WING MONITORING	940.010	141	44.04
				Total for fund 215 FRIEND OF THE COURT			607.02
Fund: 226 RECYCLING FUND							
08/22/2017	AP	67779	EMMET COUNTY DPW	INV#702171 (JULY 2017 SERVICES)	940.010	528	29,223.60
08/22/2017	AP	67836*#	MID NORTH PRINTING INC	INV#85319	940.010	528	629.25
				Total for fund 226 RECYCLING FUND			29,852.85
Fund: 245 PUBLIC IMPROVEMENT FUND							
08/22/2017	AP	67760	CRESTLINE COACH, LTD	INV#12830M (2017 FORD E450 AMBULANCE)	198.210	000	160,682.07
				Total for fund 245 PUBLIC IMPROVEMENT FUND			160,682.07
Fund: 249 BUILDING INSPECTION FUND							
08/22/2017	AP	1677(E)*#	FLEETCOR SUPERFLEET MASTERCARD	ACCOUNT 1001181575	930.660	371	52.43
08/22/2017	AP	67778*#	DUNNS	ACCT#1738	726.000	371	83.60

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Fund: 249 BUILDING INSPECTION FUND				Total for fund 249 BUILDING INSPECTION FUND			136.03
Fund: 260 LEGAL DEFENSE FUND							
08/22/2017	AP	67799	HOWARD L SHIFMAN PC	INV#13036 (JULY 2017)	801.020	270	3,392.50
				Total for fund 260 LEGAL DEFENSE FUND			3,392.50
Fund: 261 911 SERVICE FUND							
08/22/2017	AP	67731	ARISTATEK, INC	INV#20170727-01	920.410	427	495.00
08/22/2017	AP	67750	CENTURY LINK	ACCT#300451601 (ELMIRA TWP FIRE DEPT)	930.210	427	56.61
08/22/2017	AP	67751	CENTURYLINK	INV#1416454930	930.210	427	130.23
08/22/2017	AP	67763	CUMMINS BRIDGEWAY	INV#015-97119	970.435	901	94.83
08/22/2017	AP	67835	MID AMERICAN AEL LLC	INV#15776	970.435	901	511.46
08/22/2017	AP	67881*#	UCMAN	INV#6294 & 6303	930.240	427	200.00
08/22/2017	AP	67884*#	VERIZON WIRELESS	INV#9789801362 (DUE 8/18/17)	930.230	427	36.01
				Total for fund 261 911 SERVICE FUND			1,524.14
Fund: 281 AIRPORT							
08/22/2017	AP	1675(E)*#	CONSUMERS ENERGY	AIRPORT ELECTRICITY USE MULTIPLE INVOICES	930.620	537	283.54
				AIRPORT ELECTRICITY USE MULTIPLE INVOICES	930.620	537	1,661.68
				AIRPORT ELECTRICITY USE MULTIPLE INVOICES	930.620	537	25.34
				AIRPORT ELECTRICITY USE MULTIPLE INVOICES	930.620	537	23.45
				AIRPORT ELECTRICITY USE MULTIPLE INVOICES	930.620	537	30.58
				AIRPORT ELECTRICITY USE MULTIPLE INVOICES	930.620	537	24.79
				AIRPORT ELECTRICITY USE MULTIPLE INVOICES	930.620	537	320.33
				CHECK AP 1675(E) TOTAL FOR FUND 281:			2,369.71
08/22/2017	AP	1676(E)*#	DTE ENERGY	AIRPORT INVOICE INV # 910022275911	930.610	537	33.23
08/22/2017	AP	1677(E)*#	FLEETCOR SUPERFLEET MASTERCARD	ACCOUNT 1001181575	930.660	537	66.68
08/22/2017	AP	1678(A)	GAYLORD ARFF INC	AIRPORT ARFF PAYMENT SEPTEMBER 2017	940.010	537	11,519.40
08/22/2017	AP	67727	AIRGAS USA LLC	INV # 9946588154 CYLINDER RENTAL	920.410	537	38.87
08/22/2017	AP	67730*#	AMERICAN WASTE	AIRPORT TRASH REMOVAL # 2087162	920.410	537	118.45
08/22/2017	AP	67749*#	CDW GOVERNMENT INC	ZYXEL NWA5123-AC - WIRELESS ACCESS POINT - QUOTE: HZXR409	920.410	537	216.05

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Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 281 AIRPORT							
08/22/2017	AP	67778*#	DUNNS	AIRPORT # 858711-0 STAPLER	726.000	537	18.48
				ACCT#1738	726.000	537	41.48
				AIRPORT AND AIRSHOW	726.000	537	42.88
				CHECK AP 67778 TOTAL FOR FUND 281:			<u>102.84</u>
08/22/2017	AP	67785	FEENY	RENEGADE R/O # 6231819/1	920.400	537	68.57
08/22/2017	AP	67790*#	GILL ROYS HARDWARE	AIRPORT INVOICE # 1707-815874 LAMINATED PADLOCK	920.400	537	25.94
08/22/2017	AP	67791	GILL ROYS HARDWARE	INV # 1708-857994 2 CYCLE OIL	920.400	537	20.17
08/22/2017	AP	67792	GOLDEN AUTO ELECTRIC INC	AIRPORT LOADER 24V BOSCH ALT # 6742	920.400	537	150.00
08/22/2017	AP	67808	JIM'S ALPINE AUTOMOTIVE	AIRPORT INV # 1723496	920.400	537	14.67
08/22/2017	AP	67809	JIM'S RADIATOR SHOP LLC	RPM TECH REPAIR 10646	726.050	537	825.00
08/22/2017	AP	67817	KLOOSTER MACHINERY	AIRPORT INV # 0174940 JD LOADER	726.050	537	326.25
08/22/2017	AP	67827	MAAE	2017 AIRPORT CONFERENCE	930.500	537	225.00
08/22/2017	AP	67850	PAK MAIL CENTERS OF AMERICA	AIRPORT MAILING MULTIPLE INVOICES	930.450	537	14.99
				AIRPORT MAILING MULTIPLE INVOICES	930.450	537	12.55
				AIRPORT MAILING MULTIPLE INVOICES	930.450	537	16.31
				AIRPORT MAILING MULTIPLE INVOICES	930.450	537	38.52
				AIRPORT MAILING MULTIPLE INVOICES	930.450	537	120.21
				CHECK AP 67850 TOTAL FOR FUND 281:			<u>202.58</u>
08/22/2017	AP	67868	STATE OF MICHIGAN	AIRPORT WEATHER # 591-8172683	940.010	537	103.50
08/22/2017	AP	67880*#	UCMAN	AIRPORT INTERNET AUGUST #6271	920.410	537	16.00
08/22/2017	AP	67882	UNIFIRST CORPORATION	AIRPORT CARPET RENTAL	920.410	537	36.67
08/22/2017	AP	67884*#	VERIZON WIRELESS	INV#9789801362 (DUE 8/18/17)	930.230	537	48.98
08/22/2017	AP	67891	WILBER AUTOMOTIVE SUPPLY INC	AIRPORT 073119 OIL FILTER	920.400	537	8.65
				Total for fund 281 AIRPORT			16,537.21
Fund: 282 AIRPORT SPECIAL EVENTS FUND							
08/22/2017	AP	67728	ALPINE WEB	AIRSHOW WEBSITE.	940.010	537	760.00

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Fund: 282 AIRPORT SPECIAL EVENTS FUND							
				AIRSHOW WESITE.	940.010	537	100.00
				AIRSHOW WESITE.	940.010	537	80.00
				AIRSHOW WESITE.	940.010	537	80.00
				CHECK AP 67728 TOTAL FOR FUND 282:			<u>1,020.00</u>
08/22/2017	AP	67740	BLACK DIAMOND BROADCASTING	AIRSHOW RADIO ADS	930.300	537	1,000.00
08/22/2017	AP	67741	BLARNEY STONE BROADCASTING INC	AIRSHOW RADIO ADS	930.300	537	157.50
08/22/2017	AP	67742	BMI	MUSIC LICENSE AIRSHOW	940.010	537	382.00
08/22/2017	AP	67771	DECAL FREAKZ INC	AIRSHOW BANNER REPLACE	930.300	537	76.00
08/22/2017	AP	67778*#	DUNNS	AIRPORT AND AIRSHOW	930.300	537	38.97
				AIRPORT AND AIRSHOW	930.300	537	112.00
				AIRPORT AND AIRSHOW	930.300	537	140.08
				CHECK AP 67778 TOTAL FOR FUND 282:			<u>291.05</u>
08/22/2017	AP	67790*#	GILL ROYS HARDWARE	AIRSHOW INVOICES	940.010	537	24.54
				AIRSHOW INVOICES	940.010	537	28.99
				AIRSHOW INVOICES	940.010	537	31.99
				CHECK AP 67790 TOTAL FOR FUND 282:			<u>85.52</u>
08/22/2017	AP	67798*#	HOME DEPOT CREDIT SERVICES	5574436 4050018 4010044	940.010	537	749.58
08/22/2017	AP	67841	NEW CENTURY SIGNS	AIRSHOW # 45520 DECAL RENEGADE	930.300	537	30.00
08/22/2017	AP	67853	PRO-BUILD	AIRSHOW BANNER HOLDER # 60327888	930.300	537	175.83
08/22/2017	AP	67874	THE LAMAR COMPANIES	2017 AIRSHOW ADVERTISING	930.300	537	700.00
				Total for fund 282 AIRPORT SPECIAL EVENTS FUND			<u>4,667.48</u>
Fund: 292 CHILD CARE FUND							
08/22/2017	AP	67723*#	87-A DISTRICT COURT- IMPREST CASH	PETTY CASH REIMBURSEMENT: HEALTH LIVING CLASS & KEYS	726.000	662	24.75
08/22/2017	AP	67747*#	CATHERINE ISBELL	11-33-DL TRANSPORT ON AUGUST 7, 9, AND 10, 2017	930.500	662	216.69
				15-92-DL TRANSPORT ON 8/1/17	930.830	662	9.00
				11-33-DL TRANSPORTS ON 8/2/17 & 8/3/17	930.830	662	84.00
				11-33-DL TRANSPORT ON AUGUST 7, 9, AND 10, 2017	930.830	662	126.00
				CHECK AP 67747 TOTAL FOR FUND 292:			<u>435.69</u>

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Fund: 292 CHILD CARE FUND							
08/22/2017	AP	67806	JEANETTE SAYRE	17-33-DL JULY 2017 COUNSELING SERVICES	940.010	662	280.00
				17-33-DL JUNE 2017 COUNSELING SERVICES	940.010	662	210.00
				CHECK AP 67806 TOTAL FOR FUND 292:			<u>490.00</u>
08/22/2017	AP	67826	LUTHERAN CHILD & FAMILY SERVICES	13-71-NA JULY 2017 PLACEMENT	930.810	662	1,196.29
				16-108-NA JUNE 2017 PLACEMENT	930.810	662	517.20
				16-108-NA JULY 2017 PLACEMENT	930.810	662	534.44
				17-68-NA 7/22/17 TO 7/31/17 PLACEMENT	930.810	662	172.70
				CHECK AP 67826 TOTAL FOR FUND 292:			<u>2,420.63</u>
08/22/2017	AP	67856*#	REDWOOD TOXICOLOGY LABORATORY INC	JULY 2174 JUVENILE COURT DRUG TESTING	801.030	662	149.85
08/22/2017	AP	67871	SUSIE HARTZ	17-32-DL JULY 2017 COUNSELING SERVICES	940.010	662	70.00
08/22/2017	AP	67887*#	WAYNE ISBELL	15-92-DL TRANSPORT ON 8/1/17	930.500	662	16.05
				11-33-DL TRANSPORT ON 8/2/17 & 8/3/17	930.500	662	144.46
				15-92-DL TRANSPORT ON 8/1/17	930.830	662	9.00
				11-33-DL TRANSPORT ON 8/2/17 & 8/3/17	930.830	662	84.00
				11-33-DL AUGUST 7, 9 AND 10, 2017 TRANSPORTS	930.830	662	126.00
				CHECK AP 67887 TOTAL FOR FUND 292:			<u>379.51</u>
				Total for fund 292 CHILD CARE FUND			3,970.43
Fund: 475 TRAIL CONSTRUCTION FUND							
08/22/2017	AP	67744*	C2AE	INV#64739 PROJ#17-0019	970.300	901	35,064.00
				Total for fund 475 TRAIL CONSTRUCTION FUND			35,064.00
Fund: 499 CAPITAL PROJECTS FUND							
08/22/2017	AP	67744*	C2AE	INV#64741	970.300	901	6,360.00
08/22/2017	AP	67795	GRAPHIC SCIENCES INC	INV.#0141738-IN & INV#0144658-IN	970.300	901	3,478.68
				INV.#0141738-IN & INV#0144658-IN	970.300	901	5,309.54
				CHECK AP 67795 TOTAL FOR FUND 499:			<u>8,788.22</u>
				Total for fund 499 CAPITAL PROJECTS FUND			15,148.22
Fund: 516 DELINQUENT TAX REVOLVING							
08/22/2017	AP	67735	BANDY, MICHAEL S. AND JUDITH A.	JBOR GRANTING PRE 2014, 2015, 2016	026.021	000	2,951.96
08/22/2017	AP	67749*#	CDW GOVERNMENT INC	AXIS P3225-LV MKII CAMERA AND LICENSE - QUOTE JCWH078	726.000	253	197.00

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Fund: 516 DELINQUENT TAX REVOLVING							
				AXIS P3225-LV MKII CAMERA AND LICENSE - QUOTE JCWH078	726.000	253	76.00
				CHECK AP 67749 TOTAL FOR FUND 516:			273.00
08/22/2017	AP	67755	COLBURN, MICHAEL E.	JBOR GRANTING WINTER PRE FOR 2016	026.021	000	396.45
08/22/2017	AP	67756	CONN, DARREN	JBOR GRANTING PRE 2016	026.021	000	700.17
08/22/2017	AP	67778*#	DUNNS	SUPPLIES	726.000	253	183.67
08/22/2017	AP	67823	LOCHINSKI, DANIEL AND JENNY	JBOR GRANTING PRE 2014, 2015, 2016	026.021	000	3,133.64
08/22/2017	AP	67876	TITLE CHECK LLC	PA 123 PROPERTY INSPECTION VISIT	920.410	253	2,205.00
				49 INSPECTIONS- 2015 BAGLEY	920.410	253	2,025.00
				CHECK AP 67876 TOTAL FOR FUND 516:			4,230.00
				Total for fund 516 DELINQUENT TAX REVOLVING			11,868.89
Fund: 569 DEBT SERVICE							
08/22/2017	AP	67800	HUNTINGTON NATIONAL BANK	LIBRARY BOND PAYMENT #1 FOR 2017	990.100	906	360,000.00
				LIBRARY BOND PAYMENT #1 FOR 2017	990.200	906	20,662.50
				CHECK AP 67800 TOTAL FOR FUND 569:			380,662.50
				Total for fund 569 DEBT SERVICE			380,662.50
Fund: 588 TRANSPORTATION FUND							
08/22/2017	AP	67725	ADVANCE AUTO PARTS	5651 STOCK	726.050	699	17.89
08/22/2017	AP	67730*#	AMERICAN WASTE	2087761 AUGUST	940.010	698	103.00
08/22/2017	AP	67746	CAPITAL TIRE INC	50155300 SHERIFF/ WORK CAMP 69-018	726.051	699	186.28
08/22/2017	AP	67770	DEB COLLISON	08/08/2017 CDL	930.600	699	47.00
08/22/2017	AP	67778*#	DUNNS	8584680 FOLF TOWELS, K.TOWELS; STICK-ITS, DRY-LINE	726.000	697	36.69
				8592120 JULY COPIES	726.000	697	117.10
				8584680 FOLF TOWELS, K.TOWELS; STICK-ITS, DRY-LINE	726.025	698	68.99
				CHECK AP 67778 TOTAL FOR FUND 588:			222.78
08/22/2017	AP	67781	ESPAR OF MICHIGAN	00028373 STOCK	726.050	699	281.30
08/22/2017	AP	67796	HERITAGE-CRYSTAL CLEAN, LLC	14696311 USED OIL SERVICE	940.010	699	50.00
08/22/2017	AP	67797	HOEKSTRA TRANSPORTATION INC	X101015208:01 STOCK	726.050	699	110.25

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Fund: 588 TRANSPORTATION FUND							
				X101015125:01 STOCK	726.050	699	399.90
				X101015461:01 STOCK	726.050	699	94.50
				X101015506:01 BUS #6	726.050	699	291.75
				CHECK AP 67797 TOTAL FOR FUND 588:			896.40
08/22/2017	AP	67801	HYDRO-CHEM SYSTEMS INC	91141 SHOP SUPPLIES	930.660	699	294.44
08/22/2017	AP	67807	JIM WERNIG INC	21104 BUS #31	726.050	699	7.32
				21058 STOCK	726.050	699	189.93
				21097 STOCK & BUS #31	726.050	699	250.98
				21019 STOCK	726.050	699	15.62
				CHECK AP 67807 TOTAL FOR FUND 588:			463.85
08/22/2017	AP	67831	MEYER ACE	22227 BUS #6	726.050	699	54.08
08/22/2017	AP	67840	NEUTRON INDUSTRIES	900096070 AIR FRESHENERS	726.025	698	296.31
08/22/2017	AP	67842	NORTHERN ENERGY, INC	25291 GEAR DELO 75W90	930.660	699	448.80
				24241 DELO 15W40	930.660	699	788.66
				CHECK AP 67842 TOTAL FOR FUND 588:			1,237.46
08/22/2017	AP	67843*#	NORTHERN MICHIGAN REVIEW	270526-304764 JULY FLAG, PRIME TIMES, ALPIN TIMES, SEO BOOST	930.300	697	290.69
08/22/2017	AP	67844	OMH MEDICAL GROUP & MEDCAR WALKIN	08/30/2016 DOT EXPANDED PHYSICAL	940.010	699	123.00
08/22/2017	AP	67845	OMS COMPLIANCE SERVICES INC	87952 DRUG TEST (RANDOM)	940.010	699	75.75
08/22/2017	AP	67851	PAMELA GEHRINGER	06/30/2017 CHAUFFEUR LICENSE	930.600	699	35.00
08/22/2017	AP	67890	WILBER AUTOMOTIVE SUPPLY INC	073334 SHOP EQUIPMENT REPAIR	726.050	699	3.70
				073917 STOCK	726.050	699	380.25
				CHECK AP 67890 TOTAL FOR FUND 588:			383.95
				Total for fund 588 TRANSPORTATION FUND			5,059.18
Fund: 594 UC METROPOLITAN AREA NETWORK							
08/22/2017	AP	67787*	GASLIGHT MEDIA	INV#54876	700.000	228	2,900.00
08/22/2017	AP	67794	GRAND TRAVERSE MOBILE COMMUNICATION	INV#48236	801.030	806	170.00
				Total for fund 594 UC METROPOLITAN AREA NETWORK			3,070.00
Fund: 617 TAX FORECLOSURE FUND							

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Fund: 617 TAX FORECLOSURE FUND							
08/22/2017	AP	67749*#	CDW GOVERNMENT INC	AXIS P3225-LV MKII CAMERA AND LICENSE - QUOTE JCWH078	726.000	253	196.00
08/22/2017	AP	67778*#	DUNNS	SUPPLIES	726.000	253	183.67
Total for fund 617 TAX FORECLOSURE FUND							379.67
Fund: 637 BUILDING AND GROUNDS							
08/22/2017	AP	1675(E)*#	CONSUMERS ENERGY	JULY ENERGY BILLS	930.620	265	170.83
				JULY ENERGY BILLS	930.620	265	149.24
				ACCT#103015852710 & 100000163053	930.620	265	3,332.87
				ACCT#103015852710 & 100000163053	930.620	265	29.51
				ACCT#1000 2119 0929 (611 S. ILLINOIS)	930.620	265	39.50
CHECK AP 1675(E) TOTAL FOR FUND 637:							3,721.95
08/22/2017	AP	1676(E)*#	DTE ENERGY	JULY 2017 BILLING	930.610	265	32.27
				JULY 2017 BILLING	930.610	265	75.63
				JULY 2017 BILLING	930.610	265	54.95
				JULY 2017 BILLING	930.610	265	9.19
				JULY 2017 BILLING	930.610	265	163.81
				JULY 2017 BILLING	930.610	265	32.27
				JULY 2017 BILLING	930.610	265	38.10
CHECK AP 1676(E) TOTAL FOR FUND 637:							406.22
08/22/2017	AP	67721	123NET	ACCT#110735 INV#338292 DUE 8/31/17	930.210	265	1,356.88
08/22/2017	AP	67730*#	AMERICAN WASTE	ACCT#8617664 INV#2089387	920.410	265	5.55
08/22/2017	AP	67786	FRONTIER	ACCT#989-732-2373-030804-5	930.210	265	51.27
08/22/2017	AP	67830	MAXIMUM SECURITY	INV#13201 (SEPT.-NOV. 2017)	920.410	265	89.97
Total for fund 637 BUILDING AND GROUNDS							5,631.84
Fund: 645 ADMINISTRATIVE SERVICES							
08/22/2017	AP	67803*#	IMPREST CASH-ADMINISTRATION	REPLENISH IMPREST CASH	930.450	172	6.65
				REPLENISH IMPREST CASH	930.450	172	6.65
CHECK AP 67803 TOTAL FOR FUND 645:							13.30
08/22/2017	AP	67832	MICHIGAN GOVT FIN OFFICER ASSN	FALL TRAINING (R. FRISCH)	704.400	172	295.00
08/22/2017	AP	67858	ROTARY CLUB OF GAYLORD MI	INV#1613	930.600	172	172.50

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 645 ADMINISTRATIVE SERVICES							
08/22/2017	AP	67864	SHRM - SOCIETY FOR HUMAN RSOURCE MG	STATEMENT#9007172998 ID#00371415	930.600	270	199.00
08/22/2017	AP	67884*#	VERIZON WIRELESS	INV#9789801362 (DUE 8/18/17)	930.230	172	202.16
Total for fund 645 ADMINISTRATIVE SERVICES							881.96
Fund: 701 GENERAL AGENCY							
08/22/2017	AP	67733	ASHLEY GERKE	BDR LESS 10% P V GERKE	265.000	000	90.00
08/22/2017	AP	67734	AUTO OWNERS INSURANCE CO	RESTITUTION P V TOBER X6	271.000	000	600.00
08/22/2017	AP	67737	BEVERLY ENTERPRISES	RESTITUTION P V EVANS	271.000	000	25.00
08/22/2017	AP	67738	BIG BUG BREWERY	RESTITUTION P V BERGER	271.000	000	38.64
08/22/2017	AP	67745	CAMERON KLYDER	BOND RETURN LESS 10% P V KLYDER	265.000	000	270.00
08/22/2017	AP	67753	CHRIS DECKROW	RESTITUTION P V KONDRAT	271.000	000	25.00
08/22/2017	AP	67754	CITIZENS INSURANCE		271.000	000	40.00
08/22/2017	AP	67762	CROSSROADS INDUSTRIES	RESTITUTION P V TUSZYNSKI	271.000	000	175.00
08/22/2017	AP	67772	DENISE SOCIA	RESTITUTION P V BUNING	271.000	000	40.00
08/22/2017	AP	67774	DERMINERS PARKSIDE MARKET	RESTITUTION P V COX	271.000	000	75.00
08/22/2017	AP	67775	DEVIN MICHAEL	BOND REFUND LESS 10%	265.000	000	180.00
08/22/2017	AP	67776	DONALD KUHN	BOND RETURN LESS 10% P V KUHN	265.000	000	90.00
08/22/2017	AP	67783*#	EXTREME POWER SPORTS	RESTITUTION P V GAVIN	271.000	000	100.00
08/22/2017	AP	67784	FARM BUREAU INSURANCE	RESTITUTION P V WEBBER	271.000	000	200.00
08/22/2017	AP	67803*#	IMPREST CASH-ADMINISTRATION	REPLENISH IMPREST CASH	232.001	000	7.00
08/22/2017	AP	67804	JACOB SCHUEHRER	BDR LESS 10% P V SCHUEHRER	265.000	000	45.00
08/22/2017	AP	67805	JANET MESSER	BDR LESS 10% 3RD PTY P V MESSER	265.000	000	450.00
08/22/2017	AP	67811	JOSEPH WILLIAMS	BOND RETURNED RE: CHAD WESCOAT	265.000	000	500.00
08/22/2017	AP	67815	KEVIN STOCKWELL		265.000	000	450.00
08/22/2017	AP	67824	LOWES	RESTITUTION P V GAVIN	271.000	000	50.00
08/22/2017	AP	67825	LUKE WELLS	BDR LESS 10% P V WELLS	265.000	000	90.00

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Fund: 701 GENERAL AGENCY							
08/22/2017	AP	67829	MATTHEW GREEN	RESTITUTION P V REGHI	271.000	000	50.00
08/22/2017	AP	67833	MICHIGAN STATE POLICE BFS-CASHIERS	LIVESCAN FEE'S #551-494229/551-494230	228.017	000	588.00
				INV# 551-493865 SOR FEES JULY 2017	228.018	000	60.00
				CHECK AP 67833 TOTAL FOR FUND 701:			<u>648.00</u>
08/22/2017	AP	67846	OTSEGO CO CLERK	10 BDU'S/1 BDA	265.000	000	375.00
08/22/2017	AP	67848	OTSEGO COUNTY CLERK	CO CLK 10%	265.000	000	50.00
08/22/2017	AP	67849	OTSEGO COUNTY FRIEND OF COURT	12-14324 LETNER \$700/14-15211 BUTTS \$600/13-14934 HAGENBUCH \$	271.000	000	1,900.00
08/22/2017	AP	67857	ROBERT ARNOLD MITCHELL	RESTITUTION P V BERGER	271.000	000	77.28
08/22/2017	AP	67859	SANE	RESTITUTION X2 P V FAIR	271.000	000	72.00
08/22/2017	AP	67861	SCRUBS-R-US	RESTITUTION P V MARTIN	271.000	000	20.00
08/22/2017	AP	67862	SCRUBS-R-US	RESITUTION P V MARTIN	271.000	000	80.00
08/22/2017	AP	67870	STATE OF MICHIGAN DHHS	RESTITUTION	271.000	000	32.00
08/22/2017	AP	67875	THOMAS SERINO	BDR LESS 10% X2 P V SERINO	265.000	000	360.00
08/22/2017	AP	67877	TONYA KLEE-JURCZYK	RESTITUTION P V WISELEY	271.000	000	30.00
08/22/2017	AP	67885	WALMART	RESTITUTION P V GUERRA	271.000	000	34.89
				RESTITUTION P V PHILLIPS	271.000	000	25.99
				RESTITUTION P V PHILLIPS	271.000	000	51.98
				CHECK AP 67885 TOTAL FOR FUND 701:			<u>112.86</u>
				Total for fund 701 GENERAL AGENCY			7,347.78
			TOTAL - ALL FUNDS				<u>800,690.73</u>

**-INDICATES CHECK DISTRIBUTED TO MORE THAN ONE FUND

#-INDICATES CHECK DISTRIBUTED TO MORE THAN ONE DEPARTMENT

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Check Date	Bank	Check #	Payee	Description	GL #	Amount
08/22/2017	AP	1675(E)	CONSUMERS ENERGY	PARKS/ REC	208-751-930.620	469.97
		1675(E)		AIRPORT ELECTRICITY USE MULTIPLE INVOICES	281-537-930.620	2,369.71
		1675(E)		JULY ENERGY BILLS	637-265-930.620-ALPCT00000	320.07
		1675(E)		ACCT#103015852710 & 100000163053	637-265-930.620-CRTHS00000	3,332.87
		1675(E)		ACCT#103015852710 & 100000163053	637-265-930.620-INFO CTR00	29.51
		1675(E)		ACCT#1000 2119 0929 (611 S. ILLINOIS)	637-265-930.620-SILLI00000	39.50
						6,561.63
08/22/2017	AP	1676(E)	DTE ENERGY	910021274600JUN-JULY 2017	212-430-930.610	58.83
		1676(E)		AIRPORT INVOICE INV # 910022275911	281-537-930.610	33.23
		1676(E)		JULY 2017 BILLING	637-265-930.610-ALPCT00000	172.04
		1676(E)		JULY 2017 BILLING	637-265-930.610-CRTHS00000	163.81
		1676(E)		JULY 2017 BILLING	637-265-930.610-INFO CTR00	32.27
		1676(E)		JULY 2017 BILLING	637-265-930.610-SILLI00000	38.10
						498.28
08/22/2017	AP	1677(E)	FLEETCOR SUPERFLEET MASTERCARD	ACCOUNT 1001181575	101-257-930.660	67.72
		1677(E)		ACCOUNT 1001181575	101-301-930.660	1,290.97
		1677(E)		ACCOUNT 1001181575	101-302-930.660	360.89
		1677(E)		ACCOUNT 1001181575	101-331-930.660	190.68
		1677(E)		ACCOUNT 1001181575	101-332-930.660	52.50
		1677(E)		ACCOUNT 1001181575	101-336-930.660	170.25
		1677(E)		ACCOUNT 1001181575	101-648-930.660	79.84
		1677(E)		ACCOUNT 1001181575	101-721-930.660	157.29
		1677(E)		ACCOUNT 1001181575	205-301-930.660	345.58
		1677(E)		ACCOUNT 1001181575	208-751-930.660	157.78
		1677(E)		ACCOUNT 1001181575	208-752-930.660	157.78
		1677(E)		ACCOUNT 1001181575	210-651-700.000	3,945.59
		1677(E)		ACCOUNT 1001181575	212-430-930.660	485.89
		1677(E)		ACCOUNT 1001181575	249-371-930.660	52.43
		1677(E)		ACCOUNT 1001181575	281-537-930.660	66.68
08/22/2017	AP	1678(A)	GAYLORD ARFF INC	AIRPORT ARFF PAYMENT SEPTEMBER 2017	281-537-940.010	11,519.40
08/22/2017	AP	1679(A)	NORTHERN MICHIGAN REGIONAL ENTITY	JULY 2017 (CONV. FAC. DEV. FUNDS)	101-631-940.010	37,324.50
08/22/2017	AP	1680(A)	US POSTAL SERVICE-CAPS SVC CENTER	AUGUST 2017 JURY SUMMONS MAILING	101-145-930.450	145.00
08/22/2017	AP	67721	123NET	ACCT#110735 INV#338292 DUE 8/31/17	637-265-930.210	1,356.88
08/22/2017	AP	67722	87- A DISTRICT	JULY 2017 CREDIT CARD & GARNISHMENT FEES	101-131-930.150	1,198.08

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08/22/2017	AP	67723	87-A DISTRICT COURT- IMPREST CASH	PETTY CASH REIMBURSEMENT: HEALTH LIVING CLASS & KEYS	101-131-726.000	45.92
		67723		PETTY CASH REIMBURSEMENT: HEALTH LIVING CLASS & KEYS	292-662-726.000	24.75
						<u>70.67</u>
08/22/2017	AP	67724	ABEL M CRUZ	PER DIEM, TRAVE AUGUST MEETING	208-752-703.040	50.00
		67724		PER DIEM, TRAVE AUGUST MEETING	208-752-930.500	3.00
						<u>53.00</u>
08/22/2017	AP	67725	ADVANCE AUTO PARTS	5651 STOCK	588-699-726.050	17.89
08/22/2017	AP	67726	ADVANCED CORRECTIONAL HEALTHCARE	INMATE HEALTH CARE #67586	101-351-930.470	3,590.24
08/22/2017	AP	67727	AIRGAS USA LLC	INV # 9946588154 CYLINDER RENTAL	281-537-920.410	38.87
08/22/2017	AP	67728	ALPINE WEB	AIRSHOW WEBSITE.	282-537-940.010	1,020.00
08/22/2017	AP	67729	ALPINE WILDLIFE CONTROL LLC	160 SKUNK REMOVAL	208-751-726.000	300.00
08/22/2017	AP	67730	AMERICAN WASTE	2087160	212-430-920.410	72.10
		67730		AIRPORT TRASH REMOVAL # 2087162	281-537-920.410	118.45
		67730		2087761 AUGUST	588-698-940.010	103.00
		67730		ACCT#8617664 INV#2089387	637-265-920.410	5.55
						<u>299.10</u>
08/22/2017	AP	67731	ARISTATEK, INC	INV#20170727-01	261-427-920.410	495.00
08/22/2017	AP	67732	ARTIC GLACIER USA	ICE	208-751-726.000	341.96
08/22/2017	AP	67733	ASHLEY GERKE	BDR LESS 10% P V GERKE	701-000-265.000	90.00
08/22/2017	AP	67734	AUTO OWNERS INSURANCE CO	RESTITUTION P V TOBER X6	701-000-271.000	600.00
08/22/2017	AP	67735	BANDY, MICHAEL S. AND JUDITH A.	JBOR GRANTING PRE 2014, 2015, 2016	516-000-026.021	2,951.96
08/22/2017	AP	67736	BARCO PRODUCTS COMPANY	TABLES, MESSAGE BOARDS 58496	208-901-970.300	7,716.95
08/22/2017	AP	67737	BEVERLY ENTERPRISES	RESTITUTION P V EVANS	701-000-271.000	25.00
08/22/2017	AP	67738	BIG BUG BREWERY	RESTITUTION P V BERGER	701-000-271.000	38.64
08/22/2017	AP	67739	BILL MARSH FORD GAYLORD	INV# 900269 VEH#694 L-O-F	101-301-726.050	33.76
		67739		INV# 900592 VEH#6912 TRANSMISSION FLUSH	101-302-726.050	83.21
		67739		INV# 900592 VEH#6912 TRANSMISSION FLUSH	101-331-726.050	83.21
						<u>200.18</u>
08/22/2017	AP	67740	BLACK DIAMOND BROADCASTING	AIRSHOW RADIO ADS	282-537-930.300	1,000.00

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08/22/2017	AP	67741	BLARNEY STONE BROADCASTING INC	AIRSHOW RADIO ADS	282-537-930.300	157.50
08/22/2017	AP	67742	BMI	MUSIC LICENSE AIRSHOW	282-537-940.010	382.00
08/22/2017	AP	67743	BONNY MILLER	PER DIEM, TRAVEL AUGUST MEETING	208-752-703.040	50.00
		67743		PER DIEM, TRAVEL AUGUST MEETING	208-752-930.500	20.60
						70.60
08/22/2017	AP	67744	C2AE	INV#64739 PROJ#17-0019	475-901-970.300	35,064.00
		67744		INV#64741	499-901-970.300-BOILER____	6,360.00
						41,424.00
08/22/2017	AP	67745	CAMERON KLYDER	BOND RETURN LESS 10% P V KLYDER	701-000-265.000	270.00
08/22/2017	AP	67746	CAPITAL TIRE INC	50155300 SHERIFF/ WORK CAMP 69-018	588-699-726.051	186.28
08/22/2017	AP	67747	CATHERINE ISBELL	15-92-DL TRANSPORT ON 8/1/17	101-134-940.010	48.00
		67747		11-33-DL TRANSPORT ON AUGUST 7, 9, AND 10, 2017	292-662-930.500	216.69
		67747		15-92-DL TRANSPORT ON 8/1/17	292-662-930.830	219.00
						483.69
08/22/2017	AP	67748	CATHOLIC HUMAN SERVICES INC	JULY 2017 MENTAL HEALTH COUNSELING CO-PAYS	101-133-940.010	30.00
08/22/2017	AP	67749	CDW GOVERNMENT INC	AXIS P3225-LV MKII CAMERA AND LICENSE - QUOTE JCWH078	101-253-726.000	197.00
		67749		ZYXEL NWA5123-AC - WIRELESS ACCESS POINT - QUOTE: HZXR 281-537-920.410		216.05
		67749		AXIS P3225-LV MKII CAMERA AND LICENSE - QUOTE JCWH078	516-253-726.000	273.00
		67749		AXIS P3225-LV MKII CAMERA AND LICENSE - QUOTE JCWH078	617-253-726.000	196.00
						882.05
08/22/2017	AP	67750	CENTURY LINK	ACCT#300451601 (ELMIRA TWP FIRE DEPT)	261-427-930.210	56.61
08/22/2017	AP	67751	CENTURYLINK	INV#1416454930	261-427-930.210	130.23
08/22/2017	AP	67752	CHARTER COMMUNICATIONS	TV AND PHONE	208-752-726.000	82.45
		67752		TV AND PHONE	208-752-930.210	39.99
						122.44
08/22/2017	AP	67753	CHRIS DECKROW	RESTITUTION P V KONDRAT	701-000-271.000	25.00
08/22/2017	AP	67754	CITIZENS INSURANCE		701-000-271.000	40.00
08/22/2017	AP	67755	COLBURN, MICHAEL E.	JBOR GRANTING WINTER PRE FOR 2016	516-000-026.021	396.45
08/22/2017	AP	67756	CONN, DARREN	JBOR GRANTING PRE 2016	516-000-026.021	700.17

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08/22/2017	AP	67757	CORECOMM	115039078 - AUGUST 2017 COURT INTERNET	101-131-930.210	21.95
08/22/2017	AP	67758	COUNTY EQUALIZATION SERVICES	INV#201733 - JULY 2017 SERVICES	101-257-801.025	5,000.00
08/22/2017	AP	67759	COURTHOUSE TECHNOLOGIES LTD	ANNUAL SITE SUBSCRIPTION - YEAR 2	101-145-940.010	11,440.00
08/22/2017	AP	67760	CRESTLINE COACH, LTD	INV#12830M (2017 FORD E450 AMBULANCE)	245-000-198.210-AMB0000000	160,682.07
08/22/2017	AP	67761	CROSSROADS INDUSTRIES	INV#18283 (JULY 2017)	101-101-920.410	35.00
		67761		INV#18283 (JULY 2017)	101-215-920.410	25.00
		67761		INV#18283 (JULY 2017)	101-267-920.410	35.00
		67761		INV#18283 (JULY 2017)	101-301-920.410	35.00
						<hr/> 130.00
08/22/2017	AP	67762	CROSSROADS INDUSTRIES	RESTITUTION P V TUSZYNSKI	701-000-271.000	175.00
08/22/2017	AP	67763	CUMMINS BRIDGEWAY	INV#015-97119	261-901-970.435	94.83
08/22/2017	AP	67764	CURTISS REPORTING CORP	PEOPLE V EDMONDS 17-5243-FH	101-131-801.030	375.90
08/22/2017	AP	67765	DATA CENTER PRODUCTS, INC	SIT/STAND DESKS - WORKERS' COMP GRANT	101-131-726.000	3,573.11
08/22/2017	AP	67766	DAVE BARAGREY	PER DIEM, TRAVEL AUGUST MEETING	208-752-703.040	50.00
		67766		PER DIEM, TRAVEL AUGUST MEETING	208-752-930.500	3.10
						<hr/> 53.10
08/22/2017	AP	67767	DE LAGE LANDEN PUBLIC FINANCE	INV#55658351 ACCT#247393	101-257-920.410	178.12
08/22/2017	AP	67768	DE LAGE LANDEN PUBLIC FINANCE	AUGUST 2017 FOC COPY MACHINE LEASE PAYMENT	215-141-920.520	80.74
08/22/2017	AP	67769	DE LAGE LANDEN PUBLIC FINANCE	AUGUST 2017 COURT COPY MACHINE LEASE PAYMENT	101-131-920.520	104.77
08/22/2017	AP	67770	DEB COLLISON	08/08/2017 CDL	588-699-930.600	47.00
08/22/2017	AP	67771	DECAL FREAKZ INC	AIRSHOW BANNER REPLACE	282-537-930.300	76.00
08/22/2017	AP	67772	DENISE SOCIA	RESTITUTION P V BUNING	701-000-271.000	40.00
08/22/2017	AP	67773	DERMATEC DIRECT	OFFICER SAFTEY GLOVES #142903	101-351-726.035	241.00
08/22/2017	AP	67774	DERMINERS PARKSIDE MARKET	RESTITUTION P V COX	701-000-271.000	75.00
08/22/2017	AP	67775	DEVIN MICHAEL	BOND REFUND LESS 10%	701-000-265.000	180.00
08/22/2017	AP	67776	DONALD KUHN	BOND RETURN LESS 10% P V KUHN	701-000-265.000	90.00
08/22/2017	AP	67777	DOUG KASSUBA	INSTALL CABLE	101-253-726.000	125.00
08/22/2017	AP	67778	DUNNS	BATTERIES	101-131-726.000	79.23

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		67778		JULY 2017 COURT COPY FEES & MAINTENANCE AGREEMENT	101-131-920.520	89.78
		67778		ACCT#5179	101-149-726.000	92.70
		67778		SUPPLIES	101-253-726.000	183.67
		67778		ACCT#3603	101-261-726.000	172.73
		67778		ACCT#1738	101-267-726.000	29.72
		67778		ACCT#1738	101-864-726.000	338.36
		67778		ACCT#3603	101-864-920.410	237.00
		67778		TONERS FOR PARK AND CENTER	208-751-726.000	240.96
		67778		TONERS FOR PARK AND CENTER	208-752-726.000	240.96
		67778		ACCT#1738	212-430-726.000	73.89
		67778		859765	212-430-920.410	211.61
		67778		JULY 2017 FOC COPY FEES & MAINTENANCE AGREEMENT	215-141-920.520	47.52
		67778		ACCT#1738	249-371-726.000	83.60
		67778		AIRPORT # 858711-0 STAPLER	281-537-726.000	102.84
		67778		AIRPORT AND AIRSHOW	282-537-930.300	291.05
		67778		SUPPLIES	516-253-726.000	183.67
		67778		8584680 FOLF TOWELS, K.TOWELS; STICK-ITS, DRY-LINE	588-697-726.000	153.79
		67778		8584680 FOLF TOWELS, K.TOWELS; STICK-ITS, DRY-LINE	588-698-726.025	68.99
		67778		SUPPLIES	617-253-726.000	183.67
						3,105.74
08/22/2017	AP	67779	EMMET COUNTY DPW	INV#702171 (JULY 2017 SERVICES)	226-528-940.010-PROG000000	29,223.60
08/22/2017	AP	67780	EMPIRIC SOLUTIONS INC	SEPTEMBER 2017 FOC COMPASS MANAGEMENT FEE	215-141-801.020	379.00
08/22/2017	AP	67781	ESPAR OF MICHIGAN	00028373 STOCK	588-699-726.050	281.30
08/22/2017	AP	67782	EXTRA PACKAGING, LLC	PO#072517-TOM SALES ORDER#9013601	101-648-726.000	590.00
08/22/2017	AP	67783	EXTREME POWER SPORTS	INVOICE #5159 MOTORCYCLE PARTS, BATTERIES, CHAIN, OIL, CI	101-332-920.400	233.66
		67783		RESTITUTION P V GAVIN	701-000-271.000	100.00
						333.66
08/22/2017	AP	67784	FARM BUREAU INSURANCE	RESTITUTION P V WEBBER	701-000-271.000	200.00
08/22/2017	AP	67785	FEENY	RENEGADE R/O # 6231819/1	281-537-920.400	68.57
08/22/2017	AP	67786	FRONTIER	ACCT#989-732-2373-030804-5	637-265-930.210	51.27
08/22/2017	AP	67787	GASLIGHT MEDIA	INV#54966	101-228-930.240	50.00
		67787		INV#54876	594-228-700.000	2,900.00
						2,950.00
08/22/2017	AP	67788	GAYLORD FORD	INV# 101117 VEH#694 FORD EXPLORER 2016/CHECK & REPAIR O	101-301-726.050	27.17

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08/22/2017	AP	67789	GAYLORD VETERINARY SERVICES	JULY 2017	212-430-930.471	619.34
		67789		JULY 2017	212-430-930.980	712.00
						1,331.34
08/22/2017	AP	67790	GILL ROYS HARDWARE	WORK CAMP SUPPLIES #1705-971494-1708-851863	205-301-726.050	354.04
		67790		1707 - 814475	212-430-726.000	8.59
		67790		AIRPORT INVOICE # 1707-815874 LAMINATED PADLOCK	281-537-920.400	25.94
		67790		AIRSHOW INVOICES	282-537-940.010	85.52
						474.09
08/22/2017	AP	67791	GILL ROYS HARDWARE	INV # 1708-857994 2 CYCLE OIL	281-537-920.400	20.17
08/22/2017	AP	67792	GOLDEN AUTO ELECTRIC INC	AIRPORT LOADER 24V BOSCH ALT # 6742	281-537-920.400	150.00
08/22/2017	AP	67793	GORDON FOOD SERVICES	INMAE FOOD #788214448-788215778	101-351-726.025	488.10
		67793		INMAE FOOD #788214448-788215778	101-351-726.030	561.46
		67793		INMAE FOOD #788214448-788215778	101-351-930.700	5,023.35
		67793		INMAE FOOD #788214448-788215778	205-301-726.000	17.99
		67793		100110288 PINE SOL, GARBAGE BAGS	208-751-726.025	102.92
						6,193.82
08/22/2017	AP	67794	GRAND TRAVERSE MOBILE COMMUNICATION	INV#48236	594-806-801.030	170.00
08/22/2017	AP	67795	GRAPHIC SCIENCES INC	INV.#0141738-IN & INV#0144658-IN	499-901-970.300-CLERK_SCAN	8,788.22
08/22/2017	AP	67796	HERITAGE-CRYSTAL CLEAN, LLC	14696311 USED OIL SERVICE	588-699-940.010	50.00
08/22/2017	AP	67797	HOEKSTRA TRANSPORTATION INC	X101015208:01 STOCK	588-699-726.050	896.40
08/22/2017	AP	67798	HOME DEPOT CREDIT SERVICES	5574436 4050018 4010044	212-430-726.000	221.55
		67798		5574436 4050018 4010044	282-537-940.010	749.58
						971.13
08/22/2017	AP	67799	HOWARD L SHIFMAN PC	INV#13036 (JULY 2017)	260-270-801.020	3,392.50
08/22/2017	AP	67800	HUNTINGTON NATIONAL BANK	LIBRARY BOND PAYMENT #1 FOR 2017	569-906-990.100	360,000.00
		67800		LIBRARY BOND PAYMENT #1 FOR 2017	569-906-990.200	20,662.50
						380,662.50
08/22/2017	AP	67801	HYDRO-CHEM SYSTEMS INC	91141 SHOP SUPPLIES	588-699-930.660	294.44
08/22/2017	AP	67802	IMAGE FACTORY INC	COOPER BUSINESS CARDS	101-131-726.000	58.20
		67802		42921	208-751-726.046	244.48

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						302.68
08/22/2017	AP	67803	IMPREST CASH-ADMINISTRATION	REPLENISH IMPREST CASH	101-101-726.000	11.00
		67803		REPLENISH IMPREST CASH	645-172-930.450	13.30
		67803		REPLENISH IMPREST CASH	701-000-232.001	7.00
						<u>31.30</u>
08/22/2017	AP	67804	JACOB SCHUEHRER	BDR LESS 10% P V SCHUEHRER	701-000-265.000	45.00
08/22/2017	AP	67805	JANET MESSER	BDR LESS 10% 3RD PTY P V MESSER	701-000-265.000	450.00
08/22/2017	AP	67806	JEANETTE SAYRE	17-33-DL JULY 2017 COUNSELING SERVICES	292-662-940.010	490.00
08/22/2017	AP	67807	JIM WERNIG INC	21104 BUS #31	588-699-726.050	463.85
08/22/2017	AP	67808	JIM'S ALPINE AUTOMOTIVE	AIRPORT INV # 1723496	281-537-920.400	14.67
08/22/2017	AP	67809	JIM'S RADIATOR SHOP LLC	RPM TECH REPAIR 10646	281-537-726.050	825.00
08/22/2017	AP	67810	JOHNSON OIL COMPANY	PARKS/REC	208-751-726.050	798.78
		67810		PARKS/REC	209-751-930.660	41.08
						<u>839.86</u>
08/22/2017	AP	67811	JOSEPH WILLIAMS	BOND RETURNED RE: CHAD WESCOAT	701-000-265.000	500.00
08/22/2017	AP	67812	JUDITH JARECKI	PER DIEM, TRAVEL AUGUST MEETING	208-752-703.040	50.00
		67812		PER DIEM, TRAVEL AUGUST MEETING	208-752-930.500	14.00
						<u>64.00</u>
08/22/2017	AP	67813	JUSTIN WING	PER DIEM, TRAVEL AUGUST	208-752-703.040	50.00
		67813		PER DIEM, TRAVEL AUGUST	208-752-930.500	20.70
						<u>70.70</u>
08/22/2017	AP	67814	KELLI PARKER	PER DIEM, TRAVEL AUGUST MEETING	208-752-703.040	50.00
		67814		PER DIEM, TRAVEL AUGUST MEETING	208-752-930.500	6.00
						<u>56.00</u>
08/22/2017	AP	67815	KEVIN STOCKWELL		701-000-265.000	450.00
08/22/2017	AP	67816	KIRTLAND COMMUNITY COLLEGE	JULY 2017 DELQ PP AND COMM FOREST	214-806-940.010	71.96
08/22/2017	AP	67817	KLOOSTER MACHINERY	AIRPORT INV # 0174940 JD LOADER	281-537-726.050	326.25
08/22/2017	AP	67818	LAKE BREEZE LAW PLC	DEFERRAL ON 2/2/17 & COMMITMENT HEARING ON 2/7/17	101-131-801.022	150.00
08/22/2017	AP	67819	LAPPANS OF GAYLORD INC	01-176828 OIL, OIL FILTER	208-751-726.000	27.26

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08/22/2017	AP	67820	LARRYS LANDSCAPING	2017010 REMOVE SPRINKLERS AND ZONE VALVE	208-751-726.050	160.00
08/22/2017	AP	67821	LI'L WILLIES INC	INVOICE #46300, PORTABLE TOILETS, JUNE 17 - 18, 2017 & JULY	101-332-920.510	150.00
08/22/2017	AP	67822	LIFELOC TECHNOLOGIES INC	PBT MOUTHPIECES #236555-IN	101-351-726.000	70.00
08/22/2017	AP	67823	LOCHINSKI, DANIEL AND JENNY	JBOR GRANTING PRE 2014, 2015, 2016	516-000-026.021	3,133.64
08/22/2017	AP	67824	LOWES	RESTITUTION P V GAVIN	701-000-271.000	50.00
08/22/2017	AP	67825	LUKE WELLS	BDR LESS 10% P V WELLS	701-000-265.000	90.00
08/22/2017	AP	67826	LUTHERAN CHILD & FAMILY SERVICES	13-71-NA JULY 2017 PLACEMENT	292-662-930.810	2,420.63
08/22/2017	AP	67827	MAAE	2017 AIRPORT CONFERENCE	281-537-930.500	225.00
08/22/2017	AP	67828	MAKE IT MINE DESIGN	UNIFORM EMBROIDERY #5181/5115/5257	101-301-726.046	104.00
		67828		UNIFORM EMBROIDERY #5181/5115/5257	101-351-726.046	108.00
		67828		UNIFORM EMBROIDERY #5181/5115/5257	205-301-726.046	108.00
						320.00
08/22/2017	AP	67829	MATTHEW GREEN	RESTITUTION P V REGHI	701-000-271.000	50.00
08/22/2017	AP	67830	MAXIMUM SECURITY	INV#13201 (SEPT.-NOV. 2017)	637-265-920.410	89.97
08/22/2017	AP	67831	MEYER ACE	22227 BUS #6	588-699-726.050	54.08
08/22/2017	AP	67832	MICHIGAN GOVT FIN OFFICER ASSN	FALL TRAINING (R. FRISCH)	645-172-704.400	295.00
08/22/2017	AP	67833	MICHIGAN STATE POLICE BFS-CASHIERS	LIVESCAN FEE'S #551-494229/551-494230	701-000-228.017	588.00
		67833		INV# 551-493865 SOR FEES JULY 2017	701-000-228.018	60.00
						648.00
08/22/2017	AP	67834	MICHIGAN SUPREME COURT	200 FOC HANDBOOKS	215-141-726.000	55.72
08/22/2017	AP	67835	MID AMERICAN AEL LLC	INV#15776	261-901-970.435	511.46
08/22/2017	AP	67836	MID NORTH PRINTING INC	INV# 85324 PROPERTY TAGS (1000 FOUND & 1000 EVIDENCE)	101-301-726.000	563.10
		67836		INV#85319	226-528-940.010-PROG000000	629.25
						1,192.35
08/22/2017	AP	67837	MISTER T'S GLASS	CORRECTIONS VEHICLE REPAIR	101-351-920.400	219.40
08/22/2017	AP	67838	MUNICIPAL CONSULTING SERVICES LLC	INV#OTSEGO7	101-864-801.020	8,500.00
08/22/2017	AP	67839	NETWORKFLEET INC	INV# OSV000001150048 FLEET MANAGER MOBIL DATA (7) VEHS	101-301-920.410	75.80
		67839		INV# OSV000001150048 FLEET MANAGER MOBIL DATA (7) VEHS	101-302-920.410	18.95

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Check Date	Bank	Check #	Payee	Description	GL #	Amount
		67839		INV# OSV000001150048 FLEET MANAGER MOBIL DATA (7) VEHS	101-334-920.410	30.90
		67839		INV# OSV000001150048 FLEET MANAGER MOBIL DATA (7) VEHS	101-351-920.410	18.95
		67839		OSV000001144413	212-430-920.410	37.90
						<hr/> 182.50
08/22/2017	AP	67840	NEUTRON INDUSTRIES	900096070 AIR FRESHENERS	588-698-726.025	296.31
08/22/2017	AP	67841	NEW CENTURY SIGNS	AIRSHOW # 45520 DECAL RENEGADE	282-537-930.300	30.00
08/22/2017	AP	67842	NORTHERN ENERGY, INC	25291 GEAR DELO 75W90	588-699-930.660	1,237.46
08/22/2017	AP	67843	NORTHERN MICHIGAN REVIEW	ADS	208-751-726.000	92.50
		67843		ADS	208-751-930.300	170.00
		67843		ADS	209-751-930.300	128.43
		67843		270526-304764 JULY FLAG, PRIME TIMES, ALPIN TIMES, SEO BOX	588-697-930.300	290.69
						<hr/> 681.62
08/22/2017	AP	67844	OMH MEDICAL GROUP & MEDCAR WALKIN	08/30/2016 DOT EXPANDED PHYSICAL	588-699-940.010	123.00
08/22/2017	AP	67845	OMS COMPLIANCE SERVICES INC	87952 DRUG TEST (RANDOM)	588-699-940.010	75.75
08/22/2017	AP	67846	OTSEGO CO CLERK	10 BDU'S/1 BDA	701-000-265.000	375.00
08/22/2017	AP	67847	OTSEGO COUNTY BUS SYSTEM	JULY 2017 DRUG COURT BUS	101-133-930.500	94.00
		67847		WORK CAMP TRAILER REPAIR #6323	205-301-726.050	385.26
						<hr/> 479.26
08/22/2017	AP	67848	OTSEGO COUNTY CLERK	CO CLK 10%	701-000-265.000	50.00
08/22/2017	AP	67849	OTSEGO COUNTY FRIEND OF COURT	12-14324 LETNER \$700/14-15211 BUTTS \$600/13-14934 HAGENBU	701-000-271.000	1,900.00
08/22/2017	AP	67850	PAK MAIL CENTERS OF AMERICA	AIRPORT MAILING MULTIPLE INVOICES	281-537-930.450	202.58
08/22/2017	AP	67851	PAMELA GEHRINGER	06/30/2017 CHAUFFEUR LICENSE	588-699-930.600	35.00
08/22/2017	AP	67852	PAY THE BILLS, LLC	WOOD	208-751-726.000	120.00
08/22/2017	AP	67853	PRO-BUILD	AIRSHOW BANNER HOLDER # 60327888	282-537-930.300	175.83
08/22/2017	AP	67854	PROTECTION ONE	8/28/17 TO 9/27/17 DC/FAMILY WING MONITORING	101-131-940.010	82.59
		67854		8/28/17 TO 9/27/17 ADMIN/PA WING MONITORING	101-267-920.410	23.86
		67854		8/28/17 TO 9/27/17 ADMIN/PA WING MONITORING	101-267-930.983	3.67
		67854		8/28/17 TO 9/27/17 FOC WING MONITORING	215-141-940.010	44.04
						<hr/> 154.16
08/22/2017	AP	67855	RANDY STULTS	PER DIEM, TRAVEL AUGUST MEETING	208-752-703.040	50.00

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Check Date	Bank	Check #	Payee	Description	GL #	Amount
		67855		PER DIEM, TRAVEL AUGUST MEETING	208-752-930.500	14.10
						<u>64.10</u>
08/22/2017	AP	67856	REDWOOD TOXICOLOGY LABORATORY INC	JULY 2017 ADULT COURT DRUG TESTING	101-131-940.010	64.90
		67856		JULY 2017 DRUG COURT DRUG TESTING	101-133-940.010	262.20
		67856		JULY 2174 JUVENILE COURT DRUG TESTING	292-662-801.030	149.85
						<u>476.95</u>
08/22/2017	AP	67857	ROBERT ARNOLD MITCHELL	RESTITUTION P V BERGER	701-000-271.000	77.28
08/22/2017	AP	67858	ROTARY CLUB OF GAYLORD MI	INV#1613	645-172-930.600	172.50
08/22/2017	AP	67859	SANE	RESTITUTION X2 P V FAIR	701-000-271.000	72.00
08/22/2017	AP	67860	SCOTT COURTERIER	PER DIEM, TRAVEL AUGUST MEETING	208-752-703.040	50.00
		67860		PER DIEM, TRAVEL AUGUST MEETING	208-752-930.500	6.00
						<u>56.00</u>
08/22/2017	AP	67861	SCRUBS-R-US	RESTITUTION P V MARTIN	701-000-271.000	20.00
08/22/2017	AP	67862	SCRUBS-R-US	RESITUTION P V MARTIN	701-000-271.000	80.00
08/22/2017	AP	67863	SECURUS TECHNOLOGIES T-NETIX	INMATE PHONE PURCHASE #IDA40531	101-351-930.210-INMT000000	1,366.00
08/22/2017	AP	67864	SHRM - SOCIETY FOR HUMAN RSOURCE MG	STATEMENT#9007172998 ID#00371415	645-270-930.600	199.00
08/22/2017	AP	67865	SOUL PURPOSE COUNSELING & CONSULT	JULY 2017 MENTAL HEALTH COUNSELING SERVICES	101-133-940.010	70.00
08/22/2017	AP	67866	SPEEDWAY LLC	ACCT#100 1181 575	101-301-930.660	790.65
08/22/2017	AP	67867	STAPLES BUSINESS ADVANTAGE	FOOT RESTS - WORKERS' COMP GRANT	101-131-726.000	819.21
08/22/2017	AP	67868	STATE OF MICHIGAN	AIRPORT WEATHER # 591-8172683	281-537-940.010	103.50
08/22/2017	AP	67869	STATE OF MICHIGAN	NOTARY FILING FEE - PANCI & SCHMIDT	101-267-930.600	20.00
08/22/2017	AP	67870	STATE OF MICHIGAN DHHS	RESTITUTION	701-000-271.000	32.00
08/22/2017	AP	67871	SUSIE HARTZ	17-32-DL JULY 2017 COUNSELING SERVICES	292-662-940.010	70.00
08/22/2017	AP	67872	SYSCO - GRAND RAPIDS	ICE CREAM, TOILET PAPER	208-751-726.000	23.55
		67872		ICE CREAM, TOILET PAPER	208-751-726.025	495.50
						<u>519.05</u>
08/22/2017	AP	67873	TERRANCE M COTTLE	JULY 2017 GROUP MENTAL HEALTH COUNSELING	101-133-940.010	720.00
08/22/2017	AP	67874	THE LAMAR COMPANIES	2017 AIRSHOW ADVERTISING	282-537-930.300	700.00

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Check Date	Bank	Check #	Payee	Description	GL #	Amount
08/22/2017	AP	67875	THOMAS SERINO	BDR LESS 10% X2 P V SERINO	701-000-265.000	360.00
08/22/2017	AP	67876	TITLE CHECK LLC	PA 123 PROPERTY INSPECTION VISIT	516-253-920.410	4,230.00
08/22/2017	AP	67877	TONYA KLEE-JURCZYK	RESTITUTION P V WISELEY	701-000-271.000	30.00
08/22/2017	AP	67878	TOTAL AUDIO & VIDEO ENGINEERING INC	669303	212-430-920.410	90.00
08/22/2017	AP	67879	TRACTOR SUPPLY CO-DEPT 30-120262666	505307 BARBLESS CABLE	209-751-726.000	479.92
08/22/2017	AP	67880	UCMAN	WORK CAMP CONNECTIVITY #6269	205-301-930.240	16.00
		67880		6300 AUG 2017	212-430-920.410	400.00
		67880		AIRPORT INTERNET AUGUST #6271	281-537-920.410	16.00
						432.00
08/22/2017	AP	67881	UCMAN	INV#6294 & 6303	101-864-930.240	800.00
		67881		INV#6294 & 6303	261-427-930.240	200.00
						1,000.00
08/22/2017	AP	67882	UNIFIRST CORPORATION	AIRPORT CARPET RENTAL	281-537-920.410	36.67
08/22/2017	AP	67883	US POSTAL SERVICE	METER ACCT#41665563	101-000-103.000	1,500.00
08/22/2017	AP	67884	VERIZON WIRELESS	INV#9789801362 (DUE 8/18/17)	101-301-930.230	146.88
		67884		INV#9789801362 (DUE 8/18/17)	101-351-930.230	48.96
		67884		INV#9789801362 (DUE 8/18/17)	205-301-930.230	97.92
		67884		INV#9789801362 (DUE 8/18/17)	208-751-930.230	46.45
		67884		INV#9789801362 (DUE 8/18/17)	208-752-930.230	46.46
		67884		INV#9789801362 (DUE 8/18/17)	261-427-930.230	36.01
		67884		INV#9789801362 (DUE 8/18/17)	281-537-930.230	48.98
		67884		INV#9789801362 (DUE 8/18/17)	645-172-930.230	202.16
						673.82
08/22/2017	AP	67885	WALMART	RESTITUTION P V GUERRA	701-000-271.000	112.86
08/22/2017	AP	67886	WAYNE BENTLEY	AUGUST 2017 WEEKEND DRUG TESTERS: AUG 5, 6, 12, 13	101-133-940.010	160.00
08/22/2017	AP	67887	WAYNE ISBELL	15-92-DL TRANSPORT ON 8/1/17	101-134-930.500	128.40
		67887		15-92-DL TRANSPORT ON 8/1/17	101-134-940.010	48.00
		67887		15-92-DL TRANSPORT ON 8/1/17	292-662-930.500	160.51
		67887		15-92-DL TRANSPORT ON 8/1/17	292-662-930.830	219.00
						555.91
08/22/2017	AP	67888	WEST PAYMENT CENTER	INV 836575353; 8-1-17; ACCT 1000715367; JULY '17 INFO CHGS	101-267-726.200	417.10

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Check Date	Bank	Check #	Payee	Description	GL #	Amount
		67888		INV 836558999; 8-1-17; ACCT 1000242483, CLEAR INFO CHGS	101-268-920.410	193.17
						<u>610.27</u>
08/22/2017	AP	67889	WEST PAYMENT CENTER	JULY 2017 COURT SKIP TRACING FEE	101-131-940.010	123.84
08/22/2017	AP	67890	WILBER AUTOMOTIVE SUPPLY INC	073334 SHOP EQUIPMENT REPAIR	588-699-726.050	383.95
08/22/2017	AP	67891	WILBER AUTOMOTIVE SUPPLY INC	AIRPORT 073119 OIL FILTER	281-537-920.400	8.65
08/22/2017	AP	67892	WILLIAM HOLEWINSKI	PER DIEM, TRAVEL AUGUST	208-752-703.040	50.00
		67892		PER DIEM, TRAVEL AUGUST	208-752-930.500	13.00
						<u>63.00</u>
08/22/2017	AP	67893	ZAREMBA EQUIPMENT INC	S 106905 PIN ROLLER, BRACKET ROLLER	208-751-726.050	98.72
			TOTAL - ALL FUNDS	TOTAL OF 179 CHECKS		<u>800,690.73</u>

08/16/2017 01:00 PM
User: dlandrie
DB: Otsego Co

CHECK DISBURSEMENT REPORT FOR COUNTY OF OTSEGO
CHECK NUMBER 66794

Check Date	Bank	Check #	Payee	Description	GL #	Amount
06/13/2017	AP	66794	MICHIGAN SUPREME COURT	200 FOC HANDBOOKS		** VOIDED **
			TOTAL - ALL FUNDS	TOTAL OF 1 CHECKS (1 voided)		0.00
-- GL TOTALS --			TOTAL		0.00	