



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, February 14, 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 January 24, 2017 w/attachments - Motion to Approve
- B. 2017 Remonumentation County Representative Agreement - Motion to Approve
- C. Wade Trim Remonumentation Agreement - Motion to Approve
- D. Brand Land Surveying Remonumentation Agreement - Motion to Approve
- E. OCR 17-02 Social Host Responsibility Month - Motion to Adopt
- F. FY 2017 Courts Budget Amendment - Motion to Approve
- G. FY 2017 General Fund/Prosecutor Budget Amendment - Motion to Approve
- H. FY 2017 UCMAN Budget Amendment - Motion to Approve
- I. FY 2017 UC Electronic Sign Budget Amendment - Motion to Approve

Committee Reports

- A. Personnel Committee
 1. Board Bylaws Update

Administrator's Report

- A. Tri-County Court Agreement
- B. C2AE Agreement

Department Head Report

- A. Sheriff's office - Sheriff Matt Nowicki

City Liaison, Township & Village Representatives

Correspondence

New Business

- A. Financials
 1. January 31, 2017 Warrant
 2. February 7, 2017 Warrant
 3. February 14, 2017 Warrant
- B. Other Business

Public Comment

Board Remarks, Announcements, and Informal Discussions

Adjournment



February 14, 2017 Agenda

Agenda Questions

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

OTSEGO COUNTY
Board of Commissioners



EXECUTIVE SUMMARY

AGENDA ITEM: Regular Minutes of January 24, 2017 w/ attachments	AGENDA DATE: February 14, 2017
AGENDA PLACEMENT: Consent Agenda, A.	ACTION REQUESTED: Motion to Approve
STAFF CONTACT(S): John Burt, 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 January 24, 2017 with attachments.

January 24, 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 Chairman Ken Borton. Invocation by Commissioner Ken Glasser, followed by the Pledge of Allegiance led by Sheriff Matt Nowicki.

Roll Call:

Present: Julie Powers, Paul Beachnau, Paul Liss, Duane Switalski, Rob Pallarito, Ken Glasser, Doug Johnson, Ken Borton, Bruce Brown.

Consent Agenda:

Motion to approve the Regular Minutes of January 10, 2017 with attachments Ayes: Unanimous. Motion carried.

Committee Reports:

Motion by Commissioner Paul Beachnau, seconded by Commissioner Ken Glasser, to approve the submittal of the pre-application for a \$50,000 grant to the United States Department of Agriculture, and to acknowledge that Otsego County can provide the \$120,000 local match. Ayes: Unanimous. Motion carried.

Motion by Commissioner Paul Beachnau, seconded by Commissioner Duane Switalski, to approve the FY2016 Child Care Fund Budget Amendment in the amount of \$190,000 with funds to be taken from the delinquent tax fund (fund 516). Ayes: Unanimous. Motion carried. (see attached)

Motion by Commissioner Ken Glasser, seconded by Commissioner Doug Johnson, to rezoning property 010-003-100-060-00 from R2/General Residential to B2 General Business. Ayes: Paul Beachnau, Duane Switalski, Rob Pallarito, Ken Glasser, Doug Johnson, Ken Borton, Bruce Brown. Nays: Julie Powers, Paul Liss. Motion carried. (see attached)

Administrator's Report:

John Burt reported Groen nature next phase; chambers award banquet tickets; preliminary meetings on the library expansion.

Special Presentations:

Cynthia Pushman reported on the Department of Health and Human Services 2015/2016 annual report; provide various cash assistance programs; Medicaid increased since 2011; Family Independence program decreased since 2011; State emergency decreased.

City Liaison, Township and Village Representative: None.

Correspondence:

Commissioner Ken Glasser received a letter from the DNR.

Rachel Frisch reported on the November 2016 financials.

New Business:

Motion by Commissioner Doug Johnson, seconded by Commissioner Paul Liss, to approve the January 17, 2017 Warrant in the amount of \$186,225.49 Ayes: Unanimous. Motion carried.

Motion by Commissioner Julie Powers, seconded by Commissioner Ken Glasser, to approve the January 24, 2017 Warrant and the January 18, 2017 Special Warrant, in the total amount of \$240,776.19. Ayes: Unanimous. Motion carried.

Public Comment:

Chairman Ken Borton opened up the meeting for public comment.

Board Remarks:

Commissioner Rob Pallarito attended the NEMCOG meeting; Otsego Lake Township meeting, trails discussed.

Commissioner Ken Glasser reported on the Conservation District budget, Plat Books, tree diseases; reported on the Road Commission, money for the roads we are not receiving.

Commissioner Bruce Brown had no report.

Commissioner Paul Liss thanked John Burt for help personal committee.

Commissioner Paul Beachnau had no report.

Commissioner Julie Powers had no report.

Commissioner Duane Switalski reported on public safety signs.

Commissioner Doug Johnson had no report.

Commissioner Ken Borton attended the LEPC meeting, accidents and when ambulances should go out; Dispensaries; MAC meeting, group formed to help get living wage jobs to our County, meeting set in April or May.

Meeting adjourned at 10:41 a.m.

Kenneth C. Borton, Chairman

Susan I. DeFeyter, Otsego County Clerk

**APPLICATION FOR
FEDERAL ASSISTANCE**

Version 7/03

1. TYPE OF SUBMISSION: Application <input type="checkbox"/> Construction <input checked="" type="checkbox"/> Non-Construction		Pre-application <input type="checkbox"/> Construction <input checked="" type="checkbox"/> Non-Construction	2. DATE SUBMITTED	Applicant Identifier
			3. DATE RECEIVED BY STATE	State Application Identifier
			4. DATE RECEIVED BY FEDERAL AGENCY	Federal Identifier
5. APPLICANT INFORMATION				
Legal Name: Otsego County		Organizational Unit: Department: EMS Rescue		
Organizational DUNS: 080368624		Division:		
Address: Street: 225 W. Main Street		Name and telephone number of person to be contacted on matters involving this application (give area code) Prefix: Mr. First Name: John		
City: Gaylord		Middle Name Maurice		
County: Otsego		Last Name Burt		
State: MI Zip Code 49735		Suffix:		
Country: United States of America		Email: jburt@otsegocountymi.gov		
6. EMPLOYER IDENTIFICATION NUMBER (EIN): 38-6004882		Phone Number (give area code) 9897317527		Fax Number (give area code) 9897317529
8. TYPE OF APPLICATION: <input checked="" type="checkbox"/> New <input type="checkbox"/> Continuation <input type="checkbox"/> Revision If Revision, enter appropriate letter(s) in box(es) (See back of form for description of letters.) Other (specify) <input type="checkbox"/> <input type="checkbox"/>		7. TYPE OF APPLICANT: (See back of form for Application Types) County Other (specify)		
10. CATALOG OF FEDERAL DOMESTIC ASSISTANCE NUMBER: TITLE (Name of Program): Community Facilities Loan and Grant Program 10-766		9. NAME OF FEDERAL AGENCY: USDA Rural Development		
12. AREAS AFFECTED BY PROJECT (Cities, Counties, States, etc.): The County of Otsego, City of Gaylord, Village of Vanderbilt, Michigan		11. DESCRIPTIVE TITLE OF APPLICANT'S PROJECT: To purchase a new ambulance for the County of Otsego, Michigan. The new ambulance will allow the continued servicing of residents of Otsego County. The County Board of Commissioners and the Otsego County Emergency Medical Services Board are fully supportive of the ambulance grant and purchase.		
13. PROPOSED PROJECT Start Date: 01/01/2017 Ending Date: 12/31/2017		14. CONGRESSIONAL DISTRICTS OF: a. Applicant 1st b. Project 1st		
15. ESTIMATED FUNDING:		16. IS APPLICATION SUBJECT TO REVIEW BY STATE EXECUTIVE ORDER 12372 PROCESS?		
a. Federal	\$ 50,000 ⁰⁰	a. Yes. <input checked="" type="checkbox"/> THIS PREAPPLICATION/APPLICATION WAS MADE AVAILABLE TO THE STATE EXECUTIVE ORDER 12372 PROCESS FOR REVIEW ON DATE: December 27, 2016		
b. Applicant	\$ 120,000 ⁰⁰	b. No. <input type="checkbox"/> PROGRAM IS NOT COVERED BY E. O. 12372 <input type="checkbox"/> OR PROGRAM HAS NOT BEEN SELECTED BY STATE FOR REVIEW		
c. State	\$ ⁰⁰	17. IS THE APPLICANT DELINQUENT ON ANY FEDERAL DEBT?		
d. Local	\$ ⁰⁰	<input type="checkbox"/> Yes If "Yes" attach an explanation. <input checked="" type="checkbox"/> No		
e. Other	\$ ⁰⁰			
f. Program Income	\$ ⁰⁰			
g. TOTAL	\$ 170,000 ⁰⁰			
18. TO THE BEST OF MY KNOWLEDGE AND BELIEF, ALL DATA IN THIS APPLICATION/PREAPPLICATION ARE TRUE AND CORRECT. THE DOCUMENT HAS BEEN DULY AUTHORIZED BY THE GOVERNING BODY OF THE APPLICANT AND THE APPLICANT WILL COMPLY WITH THE ATTACHED ASSURANCES IF THE ASSISTANCE IS AWARDED.				
a. Authorized Representative				
Prefix	First Name John	Middle Name Maurice		
Last Name Burt	Suffix			
b. Title Administrator	c. Telephone Number (give area code) 989-731-7527			
d. Signature of Authorized Representative	e. Date Signed 12/27/16			

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Standard Form 424 (Rev.9-2003)
Prescribed by OMB Circular A-102

BUDGET INFORMATION - Non-Construction Programs

OMB Approval No. 0348-0044

SECTION A - BUDGET SUMMARY						
Grant Program Function or Activity (a)	Catalog of Federal Domestic Assistance Number (b)	Estimated Unobligated Funds		New or Revised Budget		
		Federal (c)	Non-Federal (d)	Federal (e)	Non-Federal (f)	Total (g)
1.	10.766	\$	\$	\$ 50,000.00	\$ 120,000.00	\$ 170,000.00
2.						0.00
3.						0.00
4.						0.00
5. Totals		\$ 0.00	\$ 0.00	\$ 50,000.00	\$ 120,000.00	\$ 170,000.00
SECTION B - BUDGET CATEGORIES						
6. Object Class Categories:	GRANT PROGRAM, FUNCTION OR ACTIVITY				Total (5)	
	(1)	(2)	(3)	(4)		
a. Personnel	\$	\$	\$	\$	\$ 0.00	
b. Fringe Benefits					0.00	
c. Travel					0.00	
d. Equipment			50,000.00	120,000.00	170,000.00	
e. Supplies					0.00	
f. Contractual					0.00	
g. Construction					0.00	
h. Other					0.00	
i. Total Direct Charges (sum of 6a-6h)		0.00	0.00	50,000.00	120,000.00	170,000.00
j. Indirect Charges					0.00	
k. TOTALS (sum of 6i and 6j)	\$	0.00	\$ 0.00	\$ 50,000.00	\$ 120,000.00	\$ 170,000.00
7. Program Income		\$	\$	\$	\$	\$ 0.00

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SECTION C - NON-FEDERAL RESOURCES					
(a) Grant Program	(b) Applicant	(c) State	(d) Other Sources	(e) TOTALS	
8. Otsego County EMS	\$ 120,000.00	\$	\$	\$ 120,000.00	
9.				0.00	
10.				0.00	
11.				0.00	
12. TOTAL (sum of lines 8- 11)	\$ 120,000.00	\$ 0.00	\$ 0.00	\$ 120,000.00	
SECTION D - FORECASTED CASH NEEDS					
	Total for 1st Year	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter
13. Federal	\$ 50,000.00	\$ 50,000.00	\$	\$	\$
14. Non-Federal	120,000.00	120,000.00			
15. TOTAL (sum of lines 13 and 14)	\$ 170,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
SECTION E - BUDGET ESTIMATES OF FEDERAL FUNDS NEEDED FOR BALANCE OF THE PROJECT					
(a) Grant Program	FUTURE FUNDING PERIODS (Years)				
	(b) First	(c) Second	(d) Third	(e) Fourth	
16.	\$	\$	\$	\$	
17.					
18.					
19.					
20. TOTAL (sum of lines 16-19)	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	
SECTION F - OTHER BUDGET INFORMATION					
21. Direct Charges:			22. Indirect Charges:		
23. Remarks:					



**OTSEGO COUNTY
BUDGET AMENDMENT**

2016

FUND/DEPARTMENT: Child Care Fund/Delinquent Tax Fund

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 fund additional costs in the Child Care Fund

REVENUE

Account Number	Decrease	Increase
516-050-400.001 Budgeted Use of Fund Balance	\$	\$ 190,000
292-050-699.030 Transfer In	\$	\$ 190,000
	\$	\$
	\$	\$
Total	\$	\$

EXPENDITURE

Account Number	Increase	Decrease
516-999-999.000 Transfer Out	\$ 190,000	\$
292-662-930.800 State Institutions	\$ 190,000	\$
	\$	\$
	\$	\$
	\$	\$
	\$	\$
Total	\$	\$

Department Head Signature _____ Date _____

Administrator's Signature _____ Date _____

Finance Department
Entered:
By:

Board Approval Date (if necessary) _____ Budget Adjustment # _____ Posting Number _____

ARTICLE 11 B2 GENERAL BUSINESS DISTRICT

INTENT

The B2 General Business District is designed to provide sites for more diversified business types than the B1 Local Business District and often located so as to serve passer-by-traffic. Tourist services are included as being in character with the District.

SECTION 11.1 PRINCIPAL USES PERMITTED

No building or land shall be used and no building shall be erected except for one (1) or more of the following specified uses:

- 11.1.1 All principal uses permitted in the B1 Local Business District
- 11.1.2 Theaters, halls, and similar places of assembly
- 11.1.3 Laundromats and dry cleaners
- 11.1.4 Bowling alleys, pool or billiard parlors or clubs
- 11.1.5 Equipment rental shops with outside storage
- 11.1.6 Indoor archery range
- 11.1.7 Lumber yards and building material suppliers-within enclosed building
- 11.1.8 Tavern/night clubs
- 11.1.9 Restaurants serving alcoholic beverages
- 11.1.10 Public parking garages
- 11.1.11 Bus stations and passenger terminals
- 11.1.12 Businesses and restaurants with drive-through service
- 11.1.13 Wireless Telecommunications Towers and Facilities one hundred ninety (190) feet or less in height without lights [Permit criteria includes Article 21.46]
- 11.1.14 Transient Merchants-Tent and open air merchants, for periods of up to ninety (90) days per year, housing retail uses otherwise allowed by the Zoning Ordinance in this district. A single thirty (30) day extension may be applied for. Three (3) or more merchants on a parcel simultaneously must be permitted as a "Flea market".
- 11.1.15 WTG Building-Mounted: Permitted as an accessory use to an allowed Principal Use [See Article 21.46]

SECTION 11.2 PERMITTED USES SUBJECT TO SPECIAL CONDITIONS

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

- 11.2.1 All uses subject to special conditions in the B1 Local Business District
- 11.2.2 Lumber yards, building material suppliers, and home improvement centers, with outdoor storage
- 11.2.3 Rifle or pistol ranges when within a completely enclosed building
- ~~11.2.4 Auto repair garages or auto body shop, including wrecker service, provided that outdoor storage of vehicles under repair be confined to the rear yard and screened from view~~
- 11.2.5 Car wash
- 11.2.6 Sales, rental, and service centers for vehicles, watercraft, and/or mobile homes, including new or used automobiles, motor bikes, bicycles, boats, ATV's, campers, snowmobiles, trailers, and motor, mobile, modular, manufactured homes, or farm equipment, provided:
 - 11.2.6.1 Ingress and egress to the use shall be at least sixty (60) feet from the intersection of any two (2) streets
 - 11.2.6.2 The arrangement of vehicles stored in the open shall be uniform, following the patterns established for off-street parking lots
 - 11.2.6.3 No sales or display shall occupy any public street or road right-of-way; and further, must be set back at least twenty (20) feet from the front property line
 - 11.2.6.4 The use of a display model for a business office is permissible provided it is connected to sanitary and water facilities and approved by the County Health Department
- 11.2.7 Hospitals
- 11.2.8 Commercial outdoor sport and recreational facilities
- 11.2.9 Flea markets
- 11.2.10 Mini-storage buildings consisting of separate storage rooms rented or leased by the month
- 11.2.11 Wireless Telecommunication Towers and Facilities one hundred ninety (190) feet or more in height [Permit criteria includes Article 21.46]
- 11.2.12 Solid Waste Hauler
- 11.2.13 WTG Small: Permitted as an accessory use to an allowed Principal Use
- 11.2.14 Unlisted property uses if authorized under Article 21.44.
- 11.2.15 Personal Wireless Services Telecommunications Towers and Facilities one hundred fifty (150) feet or less in height, self-supporting (lattice) or guyed [Permit criteria includes Article 21.46]

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ARTICLE 5 R2 GENERAL RESIDENTIAL DISTRICT

INTENT

The R2 General Residential District is designed to provide for multiple-family structures. This district is further intended to be a transitional use district, such as a location between residential districts and non-residential districts.

SECTION 5.1 PRINCIPAL USES PERMITTED

No building or land shall be used and no building shall be erected except for one (1) or more of the following specified uses:

- 5.1.1 All principal uses permitted in the R1 District [See Article 4.1]
- 5.1.2 Multiple family dwellings including rooming houses, bed and breakfast homes, tourist homes, apartment houses, group quarters, housing for the elderly, subject to the requirements of Article 17 SCHEDULE OF DIMENSIONS, and approval of the County Health Department
- 5.1.3 Group care facilities, meeting applicable state licensing requirements
- 5.1.4 The following uses provided there is direct access to a county primary or state trunkline highway, as defined by the County Road Commission:
 - 5.1.4.1 Retail specialty stores when operated by the property owner within a completely enclosed building with no outdoor storage or display; to include: apparel, antiques, ceramics, florists, food stores, fruit markets, gifts hobby shops [Permit criteria include Article 21.12.2, 21.12.3 and 21.12.5 through 21.12.7]
- 5.1.5 WTG Building-Mounted: Permitted as an accessory use to an allowed Principal Use

SECTION 5.2 PERMITTED USES SUBJECT TO SPECIAL CONDITIONS

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

- 5.2.1 All uses subject to special conditions in the R1 District
- 5.2.2 The following uses provided there is direct access to a County primary or State trunkline highway, as defined by the County Road Commission:
 - 5.2.2.1 Motels and hotels provided there is a minimum lot width of one hundred fifty (150) feet
 - 5.2.2.2 Fraternal halls, sportsmen associations, and athletic clubs within completely enclosed buildings with a minimum lot of five (5) acres with a road frontage of two hundred (200) feet
 - 5.2.2.3 Professional offices for medical, dental, legal, engineering, architectural, or accounting services
 - 5.2.2.4 Convenience retail establishments
- 5.2.3 Churches
- 5.2.4 Manufactured Housing Parks
- 5.2.5 Hospitals Convalescent or Nursing Home Care Facilities

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5.2.6 Commercial day care facilities

5.2.7 Personal Wireless Services Telecommunications Towers and Facilities one hundred fifty (150) feet or less in height, self-supporting (lattice) or guyed [Permit criteria includes Article 21.46]

5.2.8 WTG Small; Permitted as an accessory use to an allowed Principal Use

5.2.9 Unlisted property uses if authorized under Article 21.44



Otsego
COUNTY
M I C H I G A N

**Department of
Land Use Services**
1322 Hayes Rd • Gaylord, MI 49735
Phone: 989.731.7400 • Fax: 989.731.7419
www.otsego-county-mi.gov

The Planning Commission is recommending the approval of a rezone for the following parcel:

***Motion made by Mr. Arndt to approve case PZRZ16-00, the rezoning of parcel number 010-003-100-060-00 from a R2/General Residential Zoning District to a B2/General Business Zoning District; Seconded by Mr. Brown.

Motion approved by majority.

PZRZ16-001
MOORE / REZONE
010-003-100-060-00

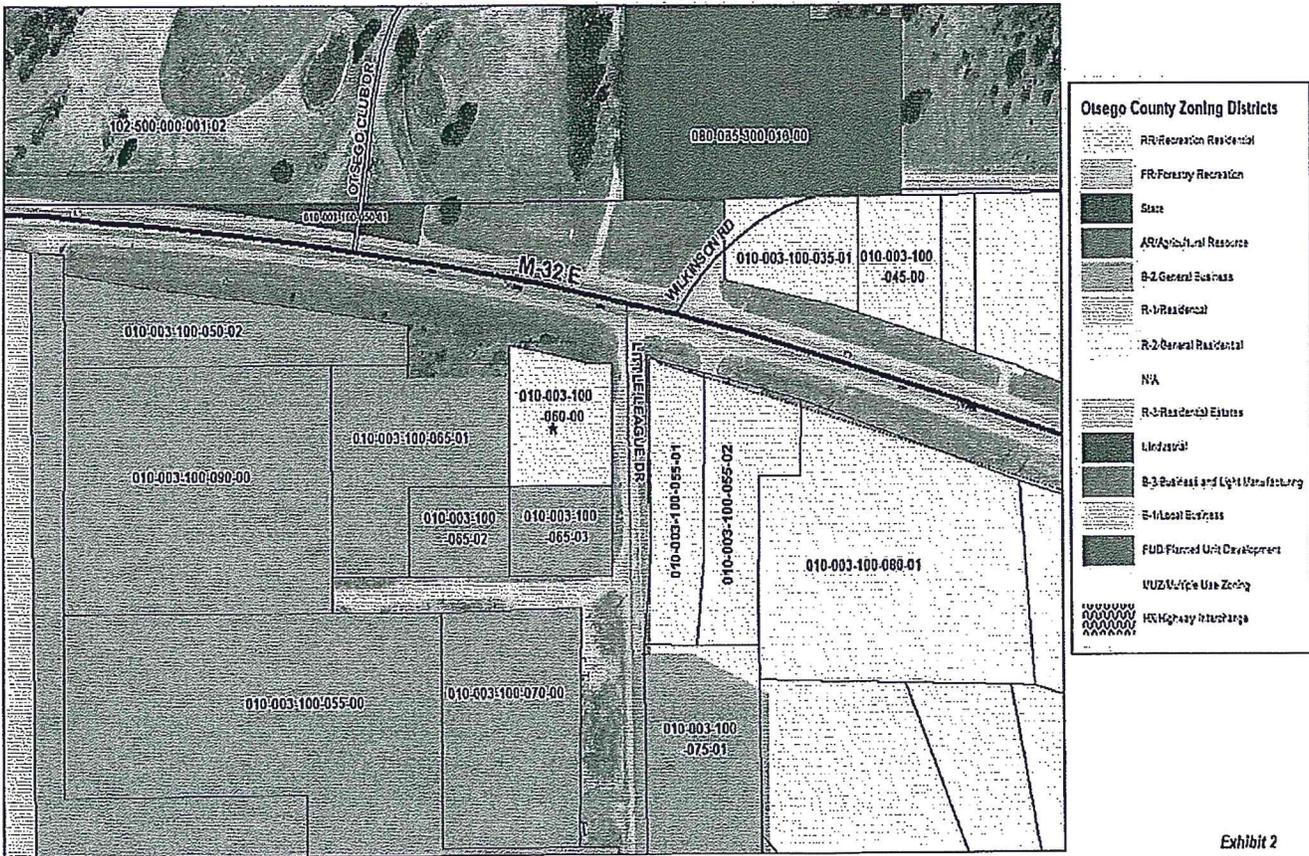


Exhibit 2

Revised:

**OTSEGO COUNTY
PLANNING COMMISSION**

**PZRZ16-001
REZONE
010-003-100-060-00**

Exhibit List

- Exhibit #1:*** Application for case PZRZ16-001 submitted by Applicant
- Exhibit #2:*** Otsego County Zoning Map Effective Date March 20, 2010/Amended September 2016
- Exhibit #3:*** Otsego County Zoning Ordinance Effective March 20, 2010/Amended September 2016
- Exhibit #4:*** Copy of Otsego County Equalization Department record card/Warranty Deed 1321/789
- Exhibit #5:*** Site Plan for case PZRZ16-001 submitted by Applicant
- Exhibit #6:*** Survey 188/496
- Exhibit #7:*** Public Hearing Notice
- Exhibit #8:*** Letter to Bagley Township Planning Commission dated December 5, 2016
- Exhibit #9:*** Response from Bagley Township Planning Commission dated January 3, 2017/December 27, 2016
- Exhibit #10:*** Map and list of parties notified
- Exhibit #11:*** Receipt #01311541
- Exhibit #12:*** Finding of Fact/PZRZ16-001
- Exhibit #13:*** Otsego County Future Land Use Map
- Exhibit #14:*** Letter from Adjoining Property Owner dated January 9, 2017

Revised:

**OTSEGO COUNTY
PLANNING COMMISSION**

**PZRZ16-001
REZONE
010-003-100-060-00**

FINDING OF FACT

1. This is a proposal for a rezone of a single parcel located in Bagley Township at 60 Little League Dr Gaylord. *Exhibit #1, Exhibit #5*
2. The property is currently zoned R2/General Residential with a request to be rezoned B2/General Business. *Exhibit #2*
3. Adjoining properties are zoned B2/General Business, properties to the east of Little League Dr are zoned R2/General Residential and properties to the north of M-32 are part of the City of Gaylord and a PUD/Planned Unit Development. *Exhibit #2*
4. The proposed property is currently under the ownership of Walter Moore, applicant. *Exhibit #4*
5. Mr. Moore owns the parcel directly to the south already zoned B2/General Business. *Exhibit #4, Exhibit #2*
6. Approval of the proposed rezone would be consistent with the adjoining properties and Otsego County Future Land Use Map. *Exhibit #13*
7. The Public Hearing Notice was published in the Herald Times on December 30, 2016. *Exhibit #7*
8. The requirements of Article 27 of the Otsego County Zoning Ordinance have been met. *Exhibit #8, Exhibit #9*
9. All property owners within three hundred (300') feet were properly notified of the public hearing. *Exhibit #10*
10. The Planning Commission has the authority to approve a *Rezone* request after review and compliance with the Otsego County Zoning Ordinance, Future Land Use Map and Master Plan. (Section 25.7) *Exhibit #3, Exhibit #13, Exhibit #14*
11. The required fees have been collected by Otsego County Land Use Services. *Exhibit #11*

Exhibit 12

**OTSEGO COUNTY
Board of Commissioners**



EXECUTIVE SUMMARY

AGENDA ITEM: 2017 Remonumentation County Representative Agreement	AGENDA DATE: February 14, 2017
AGENDA PLACEMENT: Consent Agenda, B.	ACTION REQUESTED: Motion to Approve
STAFF CONTACT(S): John Burt, County Administrator	ATTORNEY REVIEW: No

BACKGROUND/DISCUSSION:

The State of Michigan, Office of Land Survey, is responsible for administration of the statewide program of monumenting and remonumenting the original U.S. government public land survey corners, which property ownership is based off of. The State provides annual grants to the County's to have this work performed. The County Surveyor, Ron Brand, is our County's Representative for this grant. The Representative Agreement with Mr. Brand is to have him chair the Peer Group of surveyors who ratify corner locations; evaluate Land Corner Recordation Certificates; and Submitting required documentation.

The contract amount is for \$1,800.00.

RECOMMENDATION:

Staff requests that the Agreement be approved as submitted.

**OTSEGO COUNTY 2017 MONUMENTATION/REMONUMENTATION PROGRAM
AGREEMENT FOR COUNTY REPRESENTATIVE SERVICES**

1. Parties. This agreement made this Fourteenth day of February, 2017, by and between the **County of Otsego**, a Michigan Municipal Corporation, of Gaylord, Michigan 49735, hereafter COUNTY, and **Ronald C. Brand, PS.**, located at 533 Greenfield Drive, Gaylord, Michigan, hereafter CONTRACTOR.

2. Term. Unless earlier terminated as provided in this Agreement, the term of this Agreement will commence on January 1, 2017, and continue until December 31, 2017.

3. Definitions.
 - A. County Grant Administrator. Means a person appointed by the Otsego County Board of Commissioners as the individual responsible for completing and submitting the annual Application for a survey and Monumentation Grant to the State of Michigan, and the administering of the approved annual grant.

 - B. County Representative. Means the County Surveyor, whether elected or appointed, pursuant to Section 95 of Chapter 14 of the Revised Statutes of 1846, being Section 54.95 of the Michigan Compiled Laws

 - C. County Surveyor. Means the County Surveyor, whether elected or appointed, pursuant to Section 95 of Chapter 14 of the Revised Statutes of 1846, being Section 54.95 of the Michigan Compiled Laws.

 - D. Peer Group. Means not less than three non-associated surveyors appointed by the County Representative. One member of the Peer Group shall be the County Representative, who shall act as chair.

4. Compensation. The CONTRACTOR shall perform all work for the PROJECT for the total amount not to exceed **One Thousand Eight Hundred and 0/100 dollars (US \$1,800.00)**. The PROJECT shall be defined as completion of all duties listed in Section 7, Services to be Provided by CONTRACTOR.

5. Payment of Compensation. The OWNER will pay the CONTRACTOR for the work when the required work listed in Section 7, Services to be Provided by CONTRACTOR, is completed by the CONTRACTOR.

If the CONTRACTOR fails to meet the deadlines contained within this contract, payment may be withheld at the option of the County Grant Administrator. In the event that the CONTRACTOR fails to meet the deadlines specified within this contract by at least fourteen days, there will be a reduction of \$50.00 per day from the Compensation total beginning on day fifteen.

Payment for partial completion of contracts shall be allowed at the discretion of the Grant Administrator. Requests for payment for partial completion of contract will not be routinely approved in order to encourage timely performance of the contract.

6. Subcontracting. Nothing contained in this contract shall prevent CONTRACTOR from employing such independent professional associates as CONTRACTOR to assist in the performance of services hereunder. The CONTRACTOR is an independent contractor. In such regard, any and all officers, employees, servants and agents of the contractor shall be deemed employees, servants and agents of the CONTRACTOR and not that of the COUNTY.
7. Services to be Provided by CONTRACTOR. In consideration of the compensation to be paid by the COUNTY, CONTRACTOR shall perform the following services:
 - A. Establishing, scheduling meetings of, and chairing a Peer Group which will meet and act as advisors for ratification of corner locations. These meetings shall be in compliance with the Open Meetings Act. Peer Group meetings shall be scheduled as to allow for all assigned Remonumentation corners, other than corners tabled until the following grant cycle, to be reviewed and ratified by October 3, 2016.
 - B. Evaluation of all completed Land Corner Recordation Certificate(s). Such work to be completed by October 31, 2017.
 - C. Creating and maintaining a filing system for each corner, which contains all survey information compiled.
 - D. Submitting documentation to the County Grant Administrator as required for the annual Application for Monumentation Grant which includes, but is not limited to the following:
 1. A general work-progress report for all current awarded contracts, by October 2, 2017.
 2. For the current-year projects, a description of the work area completed, and the work remaining to be completed. Such completion report will be completed by November 13, 2017.
 3. The Work Program for the following year. Such Work Program will be completed by November 30, 2017. The Work Program will indicate (a) the area where the Public Land Survey corners and Property-controlling corners are proposed to be monumented and/or remonumented and coordinates set within the next contract year; (b) the area where the Public Land Surveyor corners and Property-controlling corners are to be researched in the next contract year; (c) the area where horizontal and vertical control stations are to be researched and located; and (d) the area where horizontal and vertical coordinates are to be established.

The County Representative will consult with and obtain the consent of the Grant Administrator when drafting the Work Program and Remonumentation Grant Application for the following year.

- E. Any other duties contained in the Monumentation and Remonumentation Plan for Otsego County, Michigan or those contained in Act 345, of the Public Acts of 1990, the State Survey and Remonumentation Act, being Sections 54.261 to 54.279 of the Michigan Compiled Laws and to follow any rules set by the State, including Memorandum No. 16.
- 8. Motor Vehicle Liability Insurance. Proof of Motor vehicle liability insurance of \$1,000,000 per occurrence and aggregate, including Michigan no-fault coverages.
- 9. Sufficiency of Performance. Strict performance of the terms of this Agreement is necessary, and even substantial performance in good faith and without willful failure will not be deemed sufficient performance. Strict performance will be deemed the essence of this Agreement. In the event of CONTRACTOR's failure to timely perform the services under this Agreement, the COUNTY may, upon notice to CONTRACTOR, seek alternative means of obtaining the services.
- 10. Termination. This Agreement may be terminated prior to the expiration of its term as follows:
 - A. By mutual written agreement of the parties; or
 - B. In the event of default or breach of this Agreement by either party, the other party may terminate this contract immediately.
- 11. Effect of Termination. In the event of termination of this Agreement pursuant to Section 10, CONTRACTOR will be entitled to the monies provided herein only through date of termination.
- 12. Notices. All required notices must be in writing and will be considered given when delivered (1) personally, or (2) by registered or certified mail, return receipt requested, addressed as follows (or any other address that is specified in writing by either party):

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

If to: Ronald C. Brand, PS
 533 Greenfield Drive
 Gaylord, Michigan 49735

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

AGREED to this Fourteenth day of February, 2017, at Gaylord, Michigan.

OWNER: COUNTY OF OTSEGO
225 W. Main Street
Gaylord, MI 49735

CONTRACTOR: Ronald C. Brand, PS
533 Greenfield Drive
Gaylord, MI 49735

By: _____
John M. Burt
Otsego County Administrator

By: _____
Ronald C. Brand, PS
Otsego County Surveyor

Approved as to Form

Approved as to Form

**OTSEGO COUNTY
Board of Commissioners**



EXECUTIVE SUMMARY

AGENDA ITEM: Wade Trim Remonumentation Agreement	AGENDA DATE: February 14, 2017
AGENDA PLACEMENT: Consent Agenda, C.	ACTION REQUESTED: Motion to Approve
STAFF CONTACT(S): John Burt, County Administrator	ATTORNEY REVIEW: No

BACKGROUND/DISCUSSION:

This agreement is to have Wade Trim, Inc. locate section corners and referenced in Item B above for the Statewide Remonumentation Program.

The contract amount is for \$15,087.50.

RECOMMENDATION:

Staff requests approval of the budget amendment.

**OTSEGO COUNTY 2017 MONUMENTATION/REMONUMENTATION PROGRAM
AGREEMENT FOR SURVEY/REMONUMENTATION SERVICES**

1. Parties. This agreement made this Fourteenth day of February, 2017, by and between the **County of Otsego**, a Michigan Municipal Corporation, of Gaylord, Michigan 49735, hereafter COUNTY, and **Wade Trim, Inc.**, located at 4241 Old US 27 S., Suite 1, Gaylord, Michigan, hereafter CONTRACTOR.

2. Term. Unless earlier terminated as provided in this Agreement, the term of this Agreement will commence on the date first above written, and continue until December 31, 2017.

3. Definitions.
 - A. County Grant Administrator. Means a person appointed by the Otsego County Board of Commissioners as the individual responsible for completing and submitting the annual Application for a survey and Monumentation Grant to the State of Michigan, and the administering of the approved annual grant.

 - B. County Representative. Means the County Surveyor, whether elected or appointed, pursuant to Section 95 of Chapter 14 of the Revised Statutes of 1846, being Section 54.95 of the Michigan Compiled Laws.

 - C. Peer Group. Means not less than three non-associated surveyors appointed by the County Representative. One member of the Peer Group shall be the County Representative, who shall act as chair.

 - D. County Plan. Means the approved Otsego County Remonumentation Plan.

4. Compensation. The CONTRACTOR shall perform all work for the PROJECT at the applicable rates indicted on the Professional Fee Schedule attached to and made a part hereof, for the total amount not to exceed **Fifteen Thousand Eighty Seven and 50/100 dollars (US \$15,087.50)**. The PROJECT shall be defined as the corners completed (corners to be researched, corners to be monumented or remonumented and corners to have coordinates set) without exceeding the maximum amount.

5. Payment of Compensation. The OWNER will pay the CONTRACTOR for the work when: (a) the Peer Review Group reviews and concurs with the CONTRACTORS Corner Research & Remonumentation according to the Monumentation and Remonumentation Plan For Otsego County; (b) furnishes an original Land Corner Recordation Form, or forms if appropriate to the County Representative; (c) furnish one complete set of documents for each corner monumented, remonumented, researched or coordinate set to the County Representative to be placed in the permanent file maintained at the Register of Deeds Office; (d) the County Representative certifies to the appropriate County official or officer that (a), (b) and (c) have been completed and that such completed work is in accordance with the grant; (e) that the

County will pay the amount owed and due within 30 days of receipt of itemized invoice, approved by the County Representative and by the County Grant Administrator. These (a)-(d) requirements will be completed 45 days prior to end of the Grant Agreement, ending 12/31/2017.

Unless otherwise authorized by the County Grant Administrator, the Contractor's work is to be completed **no later than October 13, 2017**. Said statement shall be in accordance with the schedule of fees and charges outlined in this Contract. If the CONTRACTOR fails to meet this deadline, payment may be withheld at the option of the County Grant Administrator. In the event that the CONTRACTOR fails to meet the deadlines specified within this contract by at least fourteen days, there will be a reduction of \$50.00 per day from the Compensation total beginning on day fifteen. The Grant Administrator can extend deadlines at his/her discretion.

Payment for partial completion of contracts shall be allowed at the discretion of the Grant Administrator.

6. Subcontracting. Nothing contained in this contract shall prevent CONTRACTOR from employing such independent professional associates as CONTRACTOR to assist in the performance of services hereunder. The CONTRACTOR is an independent contractor. In such regard, any and all officers, employees, servants and agents of the contractor shall be deemed employees, servants and agents of the CONTRACTOR and not that of the COUNTY.
7. Services to be Provided by CONTRACTOR. In consideration of the compensation to be paid by the COUNTY, CONTRACTOR shall perform the following services:

A. CORNERS TO BE RESEARCHED (25 total corners):

T29N R04W (Hayes Township)

A08, A09, A10, A11, A12, B09, B11, C08, C11, C12, D11, E08, E09, E10, E11, E12, F07, F09, F11, G07, G08, G09, G10, G11, G12

Common Corners: Will be Coordinated.

M08, M09, M10, M11, M12, T29N R5W Mancelona Twp., Antrim County

B. CORNERS TO BE MONUMENTED (25 total corners):

T29N R04W (Hayes Township)

A08, A09, A10, A11, A12, B09, B11, C08, C11, C12, D11, E08, E09, E10, E11, E12, F07, F09, F11, G07, G08, G09, G10, G11, G12

Common Corners: Will be Coordinated.

M08, M09, M10, M11, M12, T29N R5W Mancelona Twp., Antrim County

C. Project Details. RESEARCH shall consist of a thorough investigation of all available sources and include copies of pertinent supporting documents and data. REMONUMENTATION shall consist of field reconnaissance of existing monumentation and references; any required measurements or calculations; a Land Corner Recordation Certificate; presentation to, and acceptance of, the Otsego County Peer Review Group; placement of an Otsego County Monument provided by the COUNTY, and a record of the date of completion of specific tasks on a form provided by the COUNTY. The COUNTY will record all Land Corner Recordation Certificates after acceptance by the Otsego County Peer Review Group. COORDINATES shall consist of Latitude and Longitude established in accordance with the requirement of the Office of Land Survey and Remonumentation.

This Contract requires that all survey work be performed in accordance with Act 345 of Public Acts 1990 as amended, being Section 54.261 to 54.279 of the Michigan Compiled Laws, and the County Plan as adopted by the State Survey Commission and to follow any rules set by the State, including Memorandum No. 16 From time to time the Peer Group will outline a specific procedure to recover or replace a Government corner. It is required that these instructions be followed to the best of the Contractor's ability.

Geodetic Coordinates- MCL 54.268(2)(a)(iii) and 54.268(2)(d)

Starting with the 2015 grant, latitude and longitude positions must be submitted for each original public land survey corner or protracted public land survey corner at the time it is monumented, remonumented or maintained. Latitude and longitude values must be reported to a minimum accuracy of 0.001 seconds of arc. Coordinate values must be obtained either:

1. Directly from a Continuously Operating Reference Station (CORS), or
2. From supplemental control established from CORS, or
3. From supplemental control established from other NGS horizontal control stations.

The following information must be published on the Land Corner Recordation Certificate.

Latitude: 00M00"00.000"

Longitude: 00M00"00.000"

Estimated Reputability/ Accuracy: 0.25'

Datum and Adjustment Year:

Epoch Date: 00-MMM-YYYY

Date of Observation: DD-MMM-YYYY

Method of Survey: Narrative explanation

8. Indemnification. CONTRACTOR shall indemnify, defend and hold harmless the County its boards, commissioners, officers, employees and agents against all claims of loss, damage and/or injury arising out of the performance of services by CONTRACTOR under this Agreement or that may be sustained in or upon the County owned or leased premises from any actions or omissions of CONTRACTOR. Such indemnification shall survive the termination of this Agreement. By entering this Agreement, neither party waives any immunities granted by law.

9. Insurance. CONTRACTOR, shall at its sole expense, obtain and maintain in full force and effect at all times during the term of this Agreement, the following insurance coverages, in a form acceptable to the County, with responsible insurance companies licensed and admitted to do business in the State of Michigan. CONTRACTOR shall provide the COUNTY with proof of insurance prior to commencement of this Agreement.

A. General Liability Insurance. General liability insurance with limits of liability not less than \$1,000,000 per occurrence for the protection of the COUNTY and the State of Michigan against all claims, liabilities, obligations, damages, claims, judgments, costs and expenses, damages, and expenses for bodily injury or death, personal injury and/or damage to property that may arise out of CONTRACTOR's negligent act, error or wrongful conduct incident to or arising out of the services provided under this Agreement, or that may be sustained in or upon the COUNTY premises and the State of Michigan (and its agents and employees) from any actions or omissions of CONTRACTOR (or anyone directly or indirectly employed by it).

B. Motor Vehicle Liability. Motor vehicle liability insurance of \$1,000,000 per occurrence and aggregate, including, Michigan no-fault coverages.

C. Each insurance policy shall name the County as an Additional Insured and shall contain a provision that the policy cannot be terminated, canceled, or substantially altered without thirty (30) days written notice to the County.

10. Sufficiency of Performance. Strict performance of the terms of this Agreement is necessary, and even substantial performance in good faith and without willful failure will not be deemed sufficient performance. Strict performance will be deemed the essence of this Agreement. In the event of CONTRACTOR's failure to timely perform the services under this Agreement, the COUNTY may, upon notice to CONTRACTOR, seek alternative means of obtaining the services.

11. Termination. This Agreement may be terminated prior to the expiration of its term as follows:

A. By mutual written agreement of the parties; or

B. In the event of default or breach of this Agreement by either party, the other party may terminate this contract immediately.

C. Either party may terminate this Agreement, with or without cause, upon 30 days prior written notice to the party.

12. Effect of Termination. In the event of termination of this Agreement pursuant to Section 11, CONTRACTOR will be entitled to the monies provided herein only through date of termination.

13. Notices. All required notices must be in writing and will be considered given when delivered (1) personally, or (2) by registered or certified mail, return receipt requested, addressed as follows (or any other address that is specified in writing by either party):

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

If to Wade Trim, Inc.: Brian Sousa, P.E.
Vice-President
4241 Old US 27 S., Suite 1
PO Box 618
Gaylord, Michigan 49734

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

AGREED to this Fourteenth day of February, 2017, at Gaylord, Michigan.

OWNER: COUNTY OF OTSEGO
225 W. Main Street
Gaylord, MI 49735

CONTRACTOR: WADE-TRIM, INC.
P.O. Box 618
Gaylord, MI 49734

By: _____
Kenneth Borton, Chair
Otsego County Commissioner

By: _____
Brian Sousa, P.E.
Vice-President

Approved as to Form

Approved as to Form

By: _____
John M. Burt,
Otsego County Administrator

By: _____
Marlene K. Hopp,
Otsego County Grant Administrator

2017
OTSEGO COUNTY
PROPOSED REMONUMENTATION CORNERS

T29N, R4W			
NUMBER	CODE	COMMON WITH:	
1	A01	A13, T30N, R4W & M01, T29N, R5W, & M13, T30N, R5W	CORNERS IN RANGE 5 WEST WILL BE COORDINATED WITH ANTRIM COUNTY
2	A02	M02, T30N, R5W	
3	A03	M03, T30N, R5W	
4	A04	M04, T30N, R5W	
5	A05	M05, T30N, R5W	
6	A06	M06, T30N, R5W	
7	A07	M07, T30N, R5W	
8	B01	B13, T30N, R4W	
9	B03		
10	B05		
11	B07		
12	MC01 (001)	MC01 (001), T30N, R4W (TWP. LINE WEST SIDE PENCIL LK.)	
13	MC02 (002)	MC02 (002), T30N, R4W (TWP. LINE EAST SIDE PENCIL LK.)	
14	C02		
15	C05		
16	C06		
17	C07		
18	D03		
19	D05		
20	E02		
21	E03		
22	E04		
23	E05		
24	E06		
25	E07		
<hr/>			
26	A08	M08, T30N, R5W	CORNERS IN RANGE 5 WEST WILL BE COORDINATED WITH ANTRIM COUNTY
27	A09	M09, T30N, R5W	
28	A10	M10, T30N, R5W	
29	A11	M11, T30N, R5W	
30	A12	M12, T30N, R5W	
31	B09		
32	B11		
33	C08		
34	C11		
35	C12		
36	D11		
37	E08		
38	E09		
39	E10		
40	E11		
41	E12		
42	F07		
43	F09		
44	F11		
45	G07		
46	G08		
47	G09		
48	G10		
49	G11		
50	G12		

**OTSEGO COUNTY
Board of Commissioners**



EXECUTIVE SUMMARY

AGENDA ITEM: Brand Land Surveying Remonumentation Agreement	AGENDA DATE: February 14, 2017
AGENDA PLACEMENT: Consent Agenda, D.	ACTION REQUESTED: Motion to Approve
STAFF CONTACT(S): John Burt, County Administrator	ATTORNEY REVIEW: No

BACKGROUND/DISCUSSION:

This agreement is to have Brand Land Surveying LLC locate section corners and referenced in Item B above for the Statewide Remonumentation Program.

The contract amount is for \$15,087.50.

RECOMMENDATION:

Staff requests approval of the budget amendment.

**OTSEGO COUNTY 2017 MONUMENTATION/REMONUMENTATION PROGRAM
AGREEMENT FOR SURVEY/REMONUMENTATION SERVICES**

1. Parties. This agreement made this Fourteenth day of February, 2017, by and between the **County of Otsego**, a Michigan Municipal Corporation, of Gaylord, Michigan 49735, hereafter COUNTY, and **Brand Land Surveying LLC** located at 533 Greenfield Drive, Gaylord, Michigan 49735, hereafter CONTRACTOR.
2. Term. Unless earlier terminated as provided in this Agreement, the term of this Agreement will commence on the date first above written, and continue until December 31, 2017.
3. Definitions.
 - A. County Grant Administrator. Means a person appointed by the Otsego County Board of Commissioners as the individual responsible for completing and submitting the annual Application for a survey and Monumentation Grant to the State of Michigan, and the administering of the approved annual grant.
 - B. County Representative. Means the County Surveyor, whether elected or appointed, pursuant to Section 95 of Chapter 14 of the Revised Statutes of 1846, being Section 54.95 of the Michigan Compiled Laws.
 - C. Peer Group. Means not less than three non-associated surveyors appointed by the County Representative. One member of the Peer Group shall be the County Representative, who shall act as chair.
 - D. County Plan. Means the approved Otsego County Remonumentation Plan.
4. Compensation. The CONTRACTOR shall perform all work for the PROJECT at the applicable rates indicted on the Professional Fee Schedule attached to and made a part hereof, for the total amount not to exceed **Fifteen Thousand Eighty Seven and 50/100 dollars (US \$15,087.50)**. The PROJECT shall be defined as the corners completed (corners to be researched, corners to be monumented or remonumented and corners to have coordinates set) without exceeding the maximum amount.
5. Payment of Compensation. The OWNER will pay the CONTRACTOR for the work when: (a) the Peer Review Group reviews and concurs with the CONTRACTORS Corner Research & Remonumentation according to the County Plan For Otsego County; (b) furnishes an original Land Corner Recordation Form, or forms if appropriate to the County Representative; (c) furnish one complete set of documents for each corner monumented, remonumented, researched or coordinate set to the County Representative to be placed in the permanent file maintained at the Register of Deeds Office; (d) the County Representative certifies to the appropriate County official or officer that (a), (b) and (c) have been completed and that such completed work is in accordance with the grant; (e) that the County will pay the amount owed and due within 30 days of receipt of itemized invoice, approved by the County Representative and by the County Grant

Administrator. These (a)-(d) requirements will be completed 45 days prior to end of the Grant Agreement, ending 12/31/2017.

Unless otherwise authorized by the County Grant Administrator, the Contractor's work is to be completed **no later than October 13, 2017**. Said statement shall be in accordance with the schedule of fees and charges outlined in this Contract. If the CONTRACTOR fails to meet this deadline, payment may be withheld at the option of the County Grant Administrator. In the event that the CONTRACTOR fails to meet the deadlines specified within this contract by at least fourteen days, there will be a reduction of \$50.00 per day from the Compensation total beginning on day fifteen. The Grant Administrator can extend deadlines at his/her discretion.

Payment for partial completion of contracts shall be allowed at the discretion of the Grant Administrator.

6. Subcontracting. Nothing contained in this contract shall prevent CONTRACTOR from employing such independent professional associates as CONTRACTOR to assist in the performance of services hereunder. The CONTRACTOR is an independent contractor. In such regard, any and all officers, employees, servants and agents of the contractor shall be deemed employees, servants and agents of the CONTRACTOR and not that of the COUNTY.
7. Services to be Provided by CONTRACTOR. In consideration of the compensation to be paid by the COUNTY, CONTRACTOR shall perform the following services:

A. CORNERS TO BE RESEARCHED (25 total corners):

T29N R04W (Hayes Township)
A01, A02, A03, A04, A05, A06, A07, B01, B03, B05, B07, MC01 (001),
MC02 (002), C02, C05, C06, C07, D03, D05, E02, E03, E04, E05, E06, E07

Common Corners: Will be coordinated.

MC01 (001) Common with MC01 (001), T30N, R4W Hayes Twp. (Twp. Line West Side Pencil Lake)

MC02 (002) Common with MC02 (002), T30N, R4W Hayes Twp. (Twp. Line East Side Pencil Lk)

A13, B13, T30N R4W Hayes Twp,
M01, M02, M03, M04, M05, M06, M07, T29N R5W Mancelona Twp., Antrim County.

M13, T30N R5W Star Twp., Antrim County.

B. CORNERS TO BE MONUMENTED (25 total corners):

T29N R04W (Hayes Township)
A01, A02, A03, A04, A05, A06, A07, B01, B03, B05, B07, MC01 (001),
MC02 (002), C02, C05, C06, C07, D03, D05, E02, E03, E04, E05, E06, E07

Common Corners: Will be coordinated.

MC01 (001) Common with MC01 (001), T30N, R4W Hayes Twp. (Twp. Line West Side Pencil Lake)

MC02 (002) Common with MC02 (002), T30N, R4W Hayes Twp. (Twp. Line East Side Pencil Lk)

A13, B13, T30N R4W Hayes Twp.,

M01, M02, M03, M04, M05, M06, M07, T29N R5W Mancelona Twp., Antrim County.

M13, T30N R5W Star Twp., Antrim County.

C. Project Details. RESEARCH shall consist of a thorough investigation of all available sources and include copies of pertinent supporting documents and data. REMONUMENTATION shall consist of field reconnaissance of existing monumentation and references; any required measurements or calculations; a Land Corner Recordation Certificate; presentation to, and acceptance of, the Otsego County Peer Review Group; placement of an Otsego County Monument provided by the COUNTY, and a record of the date of completion of specific tasks on a form provided by the COUNTY. The COUNTY will record all Land Corner Recordation Certificates after acceptance by the Otsego County Peer Review Group. COORDINATES shall consist of Latitude and Longitude established in accordance with the requirement of the Office of Land Survey and Remonumentation.

This Contract requires that all survey work be performed in accordance with Act 345 of Public Acts 1990 as amended, being Section 54.261 to 54.279 of the Michigan Compiled Laws, and the County Plan as adopted by the State Survey Commission and to follow any rules set by the State, including Memorandum No. 16. From time to time the Peer Group will outline a specific procedure to recover or replace a Government corner. It is required that these instructions be followed to the best of the Contractor's ability.

Geodetic Coordinates- MCL 54.268(2)(a)(iii) and 54.268(2)(d)

Starting with the 2015 grant, latitude and longitude positions must be submitted for each original public land survey corner or protracted public land survey corner at the time it is monumented, remonumented or maintained. Latitude and longitude values must be reported to a minimum accuracy of 0.001 seconds of arc. Coordinate values must be obtained either:

1. Directly from a Continuously Operating Reference Station (CORS), or
2. From supplemental control established from CORS, or
3. From supplemental control established from other NGS horizontal control stations.

The following information must be published on the Land Corner Recordation Certificate.

Latitude: 00M00"00.000"

Longitude: 00M00"00.000"

Estimated Reputability/ Accuracy: 0.25'

Datum and Adjustment Year:

Epoch Date: 00-MMM-YYYY

Date of Observation: DD-MMM-YYYY

Method of Survey: Narrative explanation

8. Indemnification. CONTRACTOR shall indemnify, defend and hold harmless the County its boards, commissioners, officers, employees and agents against all claims of loss, damage and/or injury arising out of the performance of services by CONTRACTOR under this Agreement or that may be sustained in or upon the County owned or leased premises from any actions or omissions of CONTRACTOR. Such indemnification shall survive the termination of this Agreement. By entering this Agreement, neither party waives any immunities granted by law.
9. Insurance. CONTRACTOR, shall at its sole expense, obtain and maintain in full force and effect at all times during the term of this Agreement, the following insurance coverages, in a form acceptable to the County, with responsible insurance companies licensed and admitted to do business in the State of Michigan. CONTRACTOR shall provide the COUNTY with proof of insurance prior to commencement of this Agreement.
 - A. General Liability Insurance. General liability insurance with limits of liability not less than \$1,000,000 per occurrence for the protection of the COUNTY and the State of Michigan against all claims, liabilities, obligations, damages, claims, judgments, costs and expenses, damages, and expenses for bodily injury or death, personal injury and/or damage to property that may arise out of CONTRACTOR's negligent act, error or wrongful conduct incident to or arising out of the services provided under this Agreement, or that may be sustained in or upon the COUNTY premises and the State of Michigan (and its agents and employees) from any actions or omissions of CONTRACTOR (or anyone directly or indirectly employed by it).
 - B. Motor Vehicle Liability. Motor vehicle liability insurance of \$1,000,000 per occurrence and aggregate, including Michigan no-fault coverages.
 - C. Each insurance policy shall name the County as an Additional Insured and shall contain a provision that the policy cannot be terminated, canceled, or substantially altered without thirty (30) days written notice to the County.
10. Sufficiency of Performance. Strict performance of the terms of this Agreement is necessary, and even substantial performance in good faith and without willful failure will not be deemed sufficient performance. Strict performance will be deemed the essence of this Agreement. In the event of CONTRACTOR's failure to timely perform the services under this Agreement, the COUNTY may, upon notice to CONTRACTOR, seek alternative means of obtaining the services.
11. Termination. This Agreement may be terminated prior to the expiration of its term as follows:
 - A. By mutual written agreement of the parties; or
 - B. In the event of default or breach of this Agreement by either party, the other party may terminate this contract immediately.

C. Either party may terminate this Agreement, with or without cause, upon 30 days prior written notice to the party.

12. Effect of Termination. In the event of termination of this Agreement pursuant to Section 11, CONTRACTOR will be entitled to the monies provided herein only through date of termination.

13. Notices. All required notices must be in writing and will be considered given when delivered (1) personally, or (2) by registered or certified mail, return receipt requested, addressed as follows (or any other address that is specified in writing by either party):

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

If to: Brand Land Surveying LLC:
 Ronald C. Brand, PS,
 Owner
 533 Greenfield Drive
 Gaylord, Michigan 49735

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

AGREED to this Fourteenth day of February, 2017, at Gaylord, Michigan.

OWNER: COUNTY OF OTSEGO
225 W. Main Street
Gaylord, MI 49735

CONTRACTOR: BRAND LAND
SURVEYING LLC
533 Greenfield Drive
Gaylord, MI 49735

By: _____
Kenneth Borton, Chair
Otsego County Commissioner

By: _____
Ronald C. Brand, PS
Owner

Approved as to Form

Approved as to Form

By: _____
John M. Burt,
Otsego County Administrator

By: _____
Marlene K. Hopp,
Otsego County Grant Administrator

**OTSEGO COUNTY
Board of Commissioners**



EXECUTIVE SUMMARY

AGENDA ITEM: OCR 17-02 Social Host Responsibility Month	AGENDA DATE: February 14, 2017
AGENDA PLACEMENT: Consent Agenda, E.	ACTION REQUESTED: Motion to Approve
STAFF CONTACT(S): John Burt, County Administrator	ATTORNEY REVIEW: No

BACKGROUND/DISCUSSION:

For the past several years, the Board has adopted an annual resolution proclaiming the month of April as Social Host Responsibility Month. The purpose of the resolution is to make those who host gatherings aware of their responsibilities and to take measures to eliminate access to alcohol to persons under the age of 21.

RECOMMENDATION:

Staff requests adoption of the resolution as proposed.

OCR 17-02
April 2017 is Social Host Responsibility Month
Otsego County Board of Commissioners
February 14, 2017

WHEREAS, underage drinking is a problem that affects our community, our health, and our future. It exacts a terrible toll on individuals and families, and places a costly tax burden on the community at large for law enforcement, medical services, and other social services involved in the prevention and treatment of underage drinking; and

WHEREAS underage drinking has severe consequences, many of which parents and caregivers may not be fully aware. Consequences of underage drinking may include injury or death from accidents; unintended, unwanted, and unprotected sexual activity; academic problems; and drug use; and

WHEREAS, parents and caregivers have a significant influence on young people's decisions about alcohol consumption, especially when they create supportive and nurturing alcohol-free environments; and

WHEREAS, youth who start drinking before the age of 15 are five times more likely to develop alcohol dependence or abuse later in life than those who begin drinking at or after age 21; and

WHEREAS, alcohol use by young people is dangerous, not only because of the risks associated with acute impairment, but also because of the grave threat to their long-term development and well-being; and

WHEREAS, parents, educators, and community leaders who work with our young people every day are our best advocates for responsible decision-making; and

WHEREAS, one-hundred percent of any alcohol consumed by a minor came from an adult. At one time, an adult over the age of 21 was in control of the alcohol and a minor gained access to it; and

WHEREAS, it is illegal for adults to knowingly allow their child's friends to drink alcohol in their home, even with the permission of the friends' parents, and adults have the authority and should have the responsibility to take steps to reduce the likelihood that their homes will become venues for underage drinking; and now, therefore be it

RESOLVED, that we Board of Commissioners of the County of Otsego, a Community Committed to UNDERAGE DRINKING PREVENTION, do hereby proclaim that April 2017 is Social Host Responsibility Month. We also call upon all parents, citizens, homeowners and property owners to host gatherings responsibly and take measures to eliminate access of alcohol to persons under the age of 21.

**OTSEGO COUNTY
Board of Commissioners**



EXECUTIVE SUMMARY

AGENDA ITEM: FY 2017 Courts Budget Amendment	AGENDA DATE: February 14, 2017
AGENDA PLACEMENT: Consent Agenda, F.	ACTION REQUESTED: Motion to Approve
STAFF CONTACT(S): John Burt, County Administrator	ATTORNEY REVIEW: No

BACKGROUND/DISCUSSION:

The Courts have been working towards establishing an exercise room at the Alpine Center, similar to one at the County Courthouse. The intent is to help employees get in shape and thereby save on health care costs. They have received a grant for \$5,000 towards the equipment. The remaining \$16,788 would come from 2016 savings in their health care costs from 2016 (health care rebate) and the General Fund Fund Balance.

RECOMMENDATION:

Staff requests approval of the budget amendment as detailed above.



OTSEGO COUNTY BUDGET AMENDMENT

FUND/DEPARTMENT: Health Care Rebate and General Funds

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 establish a budget for the wellness room at the Alpine Center-2017

REVENUE

Account Number	Decrease	Increase
648-050-400.001 Budgeted Use of Fund Balance	\$	\$ 5,016
648-050-699.030 Transfer In	\$	\$ 11,772
648-060-674.000 Contribution from Grant	\$	\$ 5,000
101-050-400.001 Budgeted Use of Fund Balance	\$	\$ 11,772
Total	\$	\$

EXPENDITURE

Account Number	Increase	Decrease
648-901-970.300WELLNESS Property and Equipment	\$ 21,788	\$
101-969-999.000 Transfer Out	\$ 11,772	\$
	\$	\$
	\$	\$
	\$	\$
	\$	\$
Total	\$	\$

Department Head Signature _____

Date _____

Administrator's Signature _____

Date _____

1/24/17

Finance Department	
Entered:	
By:	

2/14/17

Board Approval Date (if necessary) _____

Budget Adjustment # _____

Posting Number _____

OTSEGO COUNTY
Board of Commissioners



EXECUTIVE SUMMARY

AGENDA ITEM: FY 2017 General Fund/Prosecutor Budget Amendment	AGENDA DATE: February 14, 2017
AGENDA PLACEMENT: Consent Agenda, G.	ACTION REQUESTED: Motion to Approve
STAFF CONTACT(S): John Burt, County Administrator	ATTORNEY REVIEW: No

BACKGROUND/DISCUSSION:

The Prosecutor's Office has requested a budget amendment in the amount of \$1,800 from within their current budget to accommodate staff turnover and staff training time.

RECOMMENDATION:

Staff requests approval of the budget amendment as detailed above.



**OTSEGO COUNTY
BUDGET AMENDMENT**

FUND/DEPARTMENT: General Fund/Prosecutor

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 adjust wage line items to accommodate staff turnover and new staff training time

REVENUE

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

EXPENDITURE

Account Number	Increase	Decrease
101-267-703.030 Hourly Wages	\$	\$ 800
101-267-704.110 Health Insurance	\$	\$ 1,000
101-267-703.060 Part-time Wages	\$ 1,800	\$
	\$	\$
	\$	\$
	\$	\$
Total	\$	\$

Department Head Signature

Date

[Handwritten Signature]

Administrator's Signature

Date

2/1/17

Finance Department	
Entered:	
By:	

2/14/17

Board Approval Date (if necessary)

Budget Adjustment #

Posting Number

OTSEGO COUNTY
Board of Commissioners



EXECUTIVE SUMMARY

AGENDA ITEM: FY 2017 UCMAN Budget Amendment	AGENDA DATE: February 14, 2017
AGENDA PLACEMENT: Consent Agenda, H.	ACTION REQUESTED: Motion to Approve
STAFF CONTACT(S): John Burt, County Administrator	ATTORNEY REVIEW: No

BACKGROUND/DISCUSSION:

Beginning January 1, 2017, Otsego County took over operations from the University Center of the UCMAN, broadband network internet provider service. The enclosed budget amendment establishes a budget (fund 594) for 2017 based on expected revenues and expenses for the fund.

RECOMMENDATION:

Staff requests approval of the budget amendment as detailed above.

Proposed 2017 UCMAN Budget

Fund 594

The University Center at Gaylord

2016 UCMAN-Budget Worksheet

REVENUE	Actual 2013	Actual 2014	Actual July-Dec '14	Actual Jan-Jun '15	Total Estimate 12 Months	2015 Budget	2016 Budget
Fiber Transport Fees	47,973	121,065	60,909	62,135	123,045	53,450	63,600
Radio Frequency Fees	1,585	4,378	2,130	2,256	4,386	4,000	18,600
OTHER INCOME							
Interest		150		150			
TOTAL INCOME	49,558	125,606	63,039	64,541	127,431	57,450	82,200
EXPENSES							
Administrative Fees	5,000	5,000	2,500	2,500	5,000	5,000	5,000
Permits	250	500	250		250	250	2,000
Contracted					0		
fixed cost to GLM		41,060	41,060	14,725	55,785	30,000	34,800
Repairs & Improvements	9,539	22,245	13,344	3,761	17,105	5,000	5,000
Equipment	3,370	4,000	309	196	505	2,000	
Supplies					0		
Infrastructure build out					0		
Postage	134	106	98		98	200	200
Legal					0		
Miscellaneous	105				10		
Depreciation	12,100	12,300	6,150	6,150	12,300		
TOTAL EXPENSES	61,362	109,211	63,711	27,332	91,043	42,450	47,000
NET INCOME BEFORE CAPITAL TRANSACTIONS	-11,804	-13,605	-672	37,210	36,388	15,000	35,200
Capital Fund					0		
Maintenance Reserve					0	5,000	5,000
TOTAL RESERVE					0	10,000	10,000
TOTAL EXPENSES & RESERVE	57,450	124,216	63,711	27,332	91,043	57,450	62,000
TOTAL OVER/UNDER REVENUE	32,108	10,390	-672	37,210	36,388		20,200

* We are proposing to use the same figures for the 2017 Budget that were used in 2014.

**OTSEGO COUNTY
Board of Commissioners**



EXECUTIVE SUMMARY

AGENDA ITEM: FY 2017 Electronic Sign Budget Amendment	AGENDA DATE: February 14, 2017
AGENDA PLACEMENT: Consent Agenda, I.	ACTION REQUESTED: Motion to Approve
STAFF CONTACT(S): John Burt, County Administrator	ATTORNEY REVIEW: No

BACKGROUND/DISCUSSION:

Beginning January 1, 2017, Otsego County took over operations from the University Center of the Electronic Sign along I-75. The enclosed budget amendment (fund 593) establishes a budget for 2017 based on expected revenues and expenses for the fund.

RECOMMENDATION:

Staff requests approval of the budget amendment as detailed above.



**OTSEGO COUNTY
BUDGET AMENDMENT**

FUND/DEPARTMENT: Advertising - I75 Sign Fund

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 enter the 2017 budget for the Sign Fund

REVENUE

Account Number	Decrease	Increase
593-406-626.040 Advertising Sales	\$	\$ 3,000
	\$	\$
	\$	\$
	\$	\$
Total	\$	\$

EXPENDITURE

Account Number	Increase	Decrease
593-806-930.500 Travel	\$ 200	\$
593-806-920.410 Permit Fees	\$ 500	\$
593-806-801.020 Professional Svcs	\$ 800	\$
593-806-930.620 Electricity	\$ 1,500	\$
	\$	\$
	\$	\$
Total	\$ 3,000	\$ 3,000

Department Head Signature

Date

Administrator's Signature

Date

Finance Department

Entered:

By:

2/14/17

Board Approval Date (if necessary)

Budget Adjustment #

Posting Number

OTSEGO COUNTY Board of Commissioners



EXECUTIVE SUMMARY

AGENDA ITEM: Board Bylaws Update	AGENDA DATE: February 14, 2017
AGENDA PLACEMENT: Committee Reports, A. Personnel Committee, 1.	ACTION REQUESTED: Motion to Approve
STAFF CONTACT(S): John Burt, County Administrator	ATTORNEY REVIEW: No

BACKGROUND/DISCUSSION:

At their January 26, 2017 regular meeting, the Personnel Committee recommended several changes to the Board of Commissioners Bylaws. The primary change is to designate first the Budget & Finance Committee Chairman, and second the Personnel Committee Chairman, to run Board meetings when the Chair and Vice-Chair are not available. A draft of the bylaws with changes is on the following page.

RECOMMENDATION:

Staff requests approval of the updated Board Bylaws as recommended by the Personnel Committee.

OTSEGO COUNTY BOARD RULES/BYLAWS

1. AUTHORITY

These rules/bylaws are adopted by the Board of Commissioners of Otsego County (hereafter referred to as the Board) pursuant to Section 46.11 of the Compiled Laws of Michigan as amended.

2. ORGANIZATION

2.1. BOARD

The Board has nine (9) commissioners elected for two (2) year terms. Generally, the Board may be defined as the legislative, policy making branch of County government.

2.2. DUTIES OF THE CHAIRPERSON

- 2.2.1. The Chairperson, if present, shall preside at all meetings of the Board, preserve order, and decide questions of order subject to appeal to the Board which may reverse the Chairperson by a majority vote of those present and voting.
- 2.2.2. The Chairperson shall be the agent for the Board in the signing of contracts, orders, resolutions, determinations and minutes of the Board.
- 2.2.3. The Chairperson shall serve in such capacities and make appointments as the law shall require or allow.
- 2.2.4. The Chairperson shall serve as an ex-officio member on all Board committees. As such, he shall not be a voting member except cases where he/she is a regular member of the committee.
- 2.2.5. The Chairperson or the appointed replacement shall represent the Board and County at various functional and ceremonial activities.
- 2.2.6. The Chairperson, subject to the disapproval of a majority of those voting, shall appoint all standing, special or ad hoc committees. He/she shall designate the chairperson of each committee.
- 2.2.7. The Chairperson shall have the power to administer an oath to any person concerning any matter being considered by the Board.
- 2.2.8. The Chairperson, when appropriate, shall refer matters coming before the Board to a committee.

2.3. VICE-CHAIRPERSON

He/she shall be elected at the organizational meeting of the Board and shall assume all the duties and responsibilities of the Chairperson when the Chairperson is absent.

2.4. COUNTY CLERK DUTIES

- 2.4.1. Preside, until a Chairperson or temporary chairperson is elected.
- 2.4.2. Record all proceedings of the Board and house the records in a safe place.
- 2.4.3. Make regular entries of all Board resolutions and decisions.
- 2.4.4. Record the vote on all questions and where required indicate the vote of each commissioner.
- 2.4.5. Perform such other duties as the Board by resolution may require.
- 2.4.6. Appoint a deputy to attend Board meeting when unable to attend.

2.5 COUNTY ADMINISTRATOR

The County Administrator is hereby designated as the official signatory of Board approved leases, contracts and other legal documents. However, this designation does not diminish the authority of the Chairperson.

3. MEETINGS

3.1. Organizational meeting.

3.1.1. The first meeting of each calendar year shall be for the purpose of organizing. If needed, the County Clerk shall preside until a chairperson is elected. However, the first order of business shall be to administer the oath of office to commissioner(s) if the oath has not been given.

3.1.2. In odd years the second item of business shall be to decide if the term of office shall be for one (1) or two (2) years and if the vote shall be an open or closed ballot.

3.1.3 If needed, the next item of business is to select, by majority vote of all members, an elected commissioner to serve as Chairperson of the Board. The elected Chairperson shall take and assume the duties upon election.

3.1.4 The next item of business shall be the election of a Vice-Chairperson.

3.2. Regular meetings

The Board shall meet according to the schedule adopted pursuant to Section 5 of the Open Meetings Act (P.A. 267 of 1976 as Amended being MCL 15.265), normally the second and fourth Tuesday of each month. The time and place shall be determined by the Board.

3.3. Special meetings

3.3.1. The Board shall meet in special sessions upon the written petition to the County Administrator, signed by one third (1/3) or more of the members. The petition shall specify the time, date, place and purpose of the meeting.

3.3.2. The Chairperson may also call an unscheduled meeting at his/her discretion.

3.4. Emergency meetings may be called with the consent of two thirds (2/3) of the members of the Board and only if delay would threaten/endanger the health, safety and welfare of the public. An emergency meeting does not require public notice.

3.5. Change in schedule

A change in schedule shall not be made unless a majority of the Board concurs. In the event the Board shall meet and a quorum is not present, the Board with the approval of a majority of those present, may adjourn the meeting to another time provided that notice is given to members and the public.

3.6. Work sessions

Work sessions of the Board may be held at a date, time and place established by the Board. However, formal action may not be taken at a work session.

4. PUBLIC NOTICE OF MEETINGS

4.1. The County Clerk or Administrator shall provide notice for all meetings of the Board. Such notice shall include but is not necessarily limited to the following.

4.1.1. Regular meetings

The Clerk or Administrator shall post within ten (10) days after the first meeting in the calendar year a list of scheduled meetings indicating the date, time and place.

- 4.1.2. Schedule change
Proper and timely notice shall be posted as mandated in Section 4.1.3.
- 4.1.3. Special and emergency meetings
Notice shall be posted immediately and delivered to the residence of each commissioner by direct delivery or mail. No meeting, except emergency, shall be held until the notice shall have been posted at least eighteen (18) hours.
- 4.1.4. Notification of media and others
If a request has been filed the Clerk or Administrator shall notify, with out charge, any newspaper or radio or television station of the Board's meeting schedule, schedule changes or emergency meetings.
- 4.1.5. Upon request, individuals will be notified of meetings but must reimburse the County for all reasonable costs.

5. QUORUM

- 5.1. A majority of commissioners, elected and serving, shall constitute a quorum for the transaction of ordinary business.
- 5.2. No member of the Board may absent himself/herself without the consent of the Board. Leave may be revoked by the Board at any time.
- 5.3. Call of the Board
The Board, by majority vote of those present and voting, may call the Board. ~~Upon such a vote, the Board empowers the Sheriff to assure that commissioners who are absent without leave will promptly attend.~~

6. AGENDA FOR REGULAR MEETINGS

- 6.1. The Administrator after reviewing pending business and consulting with the Chairperson will draft an agenda for regularly scheduled meetings. Commissioners interested in placing an item on the agenda will notify the Administrator by the close of the business on the Tuesday preceding the next regular meeting. Items not on the agenda may be introduced as new business.
- 6.2. Resolutions to be considered by the Board must be included with the agenda packet forwarded by the Administrator to each commissioner prior to the scheduled regular meeting. Any resolution not included in the packet will require six (6) votes to be adopted.
- 6.3. The following will be the usual agenda format for regular meetings of the Board.
 - Call to Order
 - Invocation
 - Pledge of Allegiance
 - Roll Call
 - Approval and Correction of Minutes
 - Consent Agenda (If Any)
 - Committee Reports
 - Administrator's Report
 - ~~Reports from Officers~~
 - Scheduled Presentations (If Any)
 - Reports from Department Heads (If Any)

City Liaison & Township & Village Representatives
Correspondence
Special Orders (as defined in RONR) (If Any)
Unfinished Business and General Orders (If Any)
New Business
Public Comment
Board remarks, Announcements, and informal discussions
Closed Session/Executive Meeting (If Ordered)
Adjournment

- 6.4. Agenda for special meetings
The agenda shall be included in the notice of the meeting and no other matter shall be considered except when all members are present and a majority concurs.
- 6.5. Distribution of agenda material
Upon completion of an agenda packet, the Administrator shall immediately distribute and post copies with reports, explanations, etc., that relate to agenda items. Commissioners shall receive materials no later than the Saturday preceding the next regularly scheduled meeting.
- 6.6. Consent agenda - Define/Procedure
- 6.6.1 The consent calendar/agenda shall consist of motions by any commissioner or the administrator with which the Board usually concurs. The Chairperson must allow commissioners to remove any motion where there is a question or a desire to discuss more fully. These items will be added at the appropriate place on the agenda.
- 6.6.2 Motions on the consent agenda shall be numbered consecutively for easy identification.
- 6.6.3 Motions not removed per section 6.6.1 or section 8.1 shall be adopted en bloc by unanimous consent.
- 6.6.4 A resolution may be placed on the consent agenda and when thus included, consideration shall be the same as and concurrent with the other items.

7. CONDUCT OF MEETINGS

- 7.1. The Chairperson shall preside at all meetings of the Board. In the Chairperson's absence the Vice Chairperson shall preside. In the event both Chair and Vice Chair are absent, ~~the Clerk shall preside until the commissioners present elect a commissioner to preside.~~ **the Chairperson of Finance shall preside, followed by the Chairperson of Personnel should the Chairperson of Finance be unavailable.**
- 7.2. Board members wishing to be heard shall first obtain the approval of the Chairperson and each person who speaks shall address the Chairperson. Individuals attending the meeting shall not speak unless recognized by the Chairperson.
- 7.3. ~~A second shall not be required to place a motion before the Board.~~
- 7.4. Disorderly conduct
- 7.4.1. The Chairperson shall call to order any person who is disorderly by speaking or otherwise disrupting the proceedings by failing to be germane, by speaking longer than the allotted time or interfering with the scheduled agenda. Said person shall be ruled out of order and not allowed to participate except upon special leave of a majority of the commissioners present. If the person continues to be disorderly, the Chairperson may call a recess or have the person removed from the meeting. However, no person shall be removed from a

- public meeting except for an actual breach of the peace committed at the meeting.
- 7.4.2. ~~Failure to place a pager and/or a cell phone on the silent mode during a meeting is hereby deemed to be a breach of peace as defined by section 7.4.1.~~
- 7.5 If a motion to adjourn is adopted prior to "Public Comment", the meeting shall immediately be open for public comments prior to execution of the motion. Public comment under this sub-section is limited to thirty (30) minutes.
- 7.6 A negative motion shall be considered the same as if the motion had been made in a positive form. A negative motion is a motion which (a) if adopted has the same result as not adopting any motion, and (b) if defeated leaves everyone confused as to the board's intent. A motion to 'not approve the petition' shall be stated as a motion to 'approve the petition.'

8. PUBLIC PARTICIPATION IN MEETINGS

- 8.1. Public comment on the consent agenda shall be limited to requesting the removal of a motion from the consent agenda. This request shall indicate the speakers desire to speak against the motion.
- 8.2. Participation during debate on a motion.
After a question has been opened for debate by the chairperson, a member of the public, when recognized by the chairperson, may speak on the question once for up to three (3) minutes, providing the remarks conform to rules of proper debate and are germane to the question. Germane is defined as having a bearing on whether the pending motion should be adopted or rejected.
- 8.3 A motion to close public debate
The subsidiary motion to close public debate shall rank between the motion to limit or extend limits of debate and the motion of the previous question. This motion shall require a majority vote, shall not be debated or amended, but may be reconsidered under the same rules as the previous question.
- 8.4. During "Public Comment" after New Business or under provisions of section 7.5, Members of the public are invited to bring before the Board any concern that is with in the providence of the Board. The speaker must use language that is appropriate for debate.

9. VOTING

- 9.1. Majority vote is the usual manner for deciding procedural and other questions arising at a meeting. However, there may be exceptions wherein decisions require, by statute, a higher than majority vote. Also, a majority of the members elected and serving is required for final passage or adoption of resolutions or allowance of claims, or other routine business.
- 9.2. A two thirds (2/3) vote shall be required on the following procedural motions.
Suspend the rules
Limit or extend debate
Object to consideration
Move the previous question
Hold a closed session pursuant to the Open Meetings Act
- 9.3. A roll call vote requires the name and vote of each member be recorded on any action

taken by the Board. Unanimous consent shall be recorded as each member voting in favor of the proposed action.

- 9.4. No vote may be taken by secret ballot except on the question of electing a Chairperson.
- 9.5. Mandatory voting on all issues shall be required unless a member is recused, due to conflict of interest, by a majority of the Board.
- 9.6. A question may be reconsidered and decided by a roll call vote if called for by a member who voted with the majority on the roll call. Any member may ask for reconsideration if the matter was decided viva voce. However, a matter may not be reconsidered more than once.
- 9.7. Conflict of interest suggests that a commissioner has a direct or indirect interest in a contract or other business transaction. Members are encouraged to vote after making public the possible conflict.

10. RECORD OF MEETINGS

- 10.1. The County Clerk shall be the Clerk of the Board and will be responsible for maintaining the official records and minutes of Board meetings. The minutes shall include all actions and decisions made by the Board and shall indicate the name of the mover of motions and resolutions. Resolutions will be considered by roll call vote and each commissioner's vote indicated.
 - 10.2. Request for remarks to be included.
A commissioner may have his/her comments printed as part of the minutes upon the concurrence of a majority of the members present. Such comments to be included in the record shall be provided to the clerk in writing.
 - 10.3. Public access to meeting records
The Clerk shall make available to the public the records of Board meetings in accordance with the Freedom of Information Act. Board minutes prepared but not approved by the Board shall be made available for public inspection not more than seven working days following the meeting. Approved minutes shall be available the day following the meeting of the Board wherein approval was given.
11. COMMITTEES: The intent of the committee is not to assume the management authority of either the department head or the County Administrator, but rather to ensure the integrity of all policies affecting the public. The County Administrator or the board determines which issues need committee action prior to board action. Each committee shall thoroughly investigate any matter referred to it and shall report in writing its findings to the board without undue delay. Upon the motion of any board member and approval by a majority of the board, the board may discharge a committee from further consideration of any matter.

- 11.1. Appointment
Each year, following the election of the Board Chairperson, with the advice and consent of the full board, the Chairperson shall appoint commissioners to committees and other assignments as appropriate.
- 11.2. Committee Chairperson
The person first listed on the roster of each committee shall be Chairperson. In the absence of the chairperson, the next listed commissioners shall act as Chairperson.
- 11.3 Standing Committees of this Board are:
 - 11.3.1 Budget-Finance to consider matters of finance, budget, grants, additional appropriations requested, and associated fiscal matters.
 - 11.3.2 Personnel to consider matters of staffing in each department, employing personnel, termination of personnel, other than department heads, establishing new positions, salary or wages for positions; personnel policies; benefits for elected and non-elected personnel; and serve as the collective bargaining committee including involvement in grievance procedures.
 - 11.3.3 County Airport performs the duties imposed by section 6a of act 90 of 1913 being MCL 123.66a (appendix A).
- 11.4. Committee meetings
 - 11.4.1. A majority of the members of a committee shall constitute a quorum. Committee meetings shall be open to the public unless closed by a two thirds (2/3) vote pursuant to the Open Meetings Act.
 - 11.4.2. The committee shall maintain a written record of meetings and shall present records to the Board at a regular meeting. These records shall constitute a public record and shall be made available to any person as required by law.
- 11.5. Exercise of Governmental function
A committee shall not exercise a government function in a meeting that is not open to the public unless the Open Meetings Act permits a session to be closed to the public. The committee will make recommendations to the Board and report matters considered and rejected as well as those considered and recommended.
- 11.6 A special, select or ad hoc committee may be formed by the chairperson with consent of the Board or by direction of the Board. Any committee formed under this section shall cease to exist upon completion of its assignment or at the end the term of the board chairperson that appointed it.
- 11.7. Committee of the Whole
 - 11.7.1. Whenever the Board shall meet in “working meetings” the Board shall meet as a committee of the whole and the Chairperson, Vice-Chairperson or another member shall preside.
 - 11.7.2. Meetings of the whole shall comply with the provisions of the Open Meetings Act with respect to public notice except when the Board shall devolve into a committee of the whole at one of its regular meetings.
 - 11.7.3. The rules of the Board shall be observed in committee of the whole meetings except for limiting debate, moving to vote immediately and taking a roll call vote.
 - 11.7.4. Upon request of two thirds (2/3) of the Board, resolutions, ordinances and other matters shall be read aloud by the Clerk and considered and acted upon by sections. When the

committee of the whole completes its deliberations, a member shall move that the committee rise and report to the Board.

11.8 The County Administrator and the Board Chairperson shall be ex-officio members of all committees with the right of voice and vote. Except when serving as a regular/designated member of the committee, the County Administrator and/or the Board Chairperson shall not be counted in determining the number required for a quorum or whether a quorum is present.

12. EXECUTIVE MEETINGS/CLOSED SESSIONS

12.1. A motion to hold an executive meeting/closed session may be made at any time during the meeting. If the motion passes, the meeting shall be held as provided for in rule 6.3. If rule 7.5 is in effect, then the closed session shall be between public comment and adjournment. The vote on a motion to hold an executive meeting shall be recorded in the minutes. Executive sessions must comply with the Open Meetings Act.

12.2. Minutes of Executive meetings shall be maintained separate and sealed. The minutes shall indicate clearly the topics discussed. The record shall not be disclosed to the public except on order of a court. The clerk shall destroy the minutes after one (1) year and one (1) day after the meeting at which the Board approved the minutes.

13. PARLIAMENTARY AUTHORITY

Robert's Rules of Order Newly Revised (RONR) shall govern all questions of procedure not otherwise provided by these rules, or by State or Federal law. A person so designated by the Board shall serve as the Board's parliamentarian and shall advise the presiding officer regarding rules of procedure.

14. ADMINISTRATIVE RESOLUTIONS

14.1. Definitions

Any action regarding the operation or administration of a department of County government or containing policies of the Board applicable to more than one (1) department, and not adopted by ordinance, shall be an administrative policy.

14.2. Any commissioner may introduce an administrative resolution at a regular or special meeting.

15. PROCEDURE FOR FILLING VACANCIES ON BOARDS AND COMMISSIONS

15.1. The Administrator shall notify the Board regarding the expiration of term of office on any board or commission where vacancies are filled by the Board.

15.2. The Administrator shall prepare public notice of vacancies. Such action shall not require Board approval. Public notices must be given whenever a vacancy occurs on a board or commission, which the Board has the authority to fill.

16. BOARD VACANCIES

When a vacancy occurs in the office of commissioners by death, resignation, moving from the district or removal from office the vacancy shall be filled by appointment within thirty (30) days by the Board with a resident and registered voter of that district. The

person appointed to fill a vacancy which occurs in an odd numbered year shall serve until the vacancy is filled by a special election. The person appointed to fill a vacancy which occurs in an election year shall serve the remainder of the unexpired term. If the Board fails to fill a vacancy within thirty (30) days, the vacancy shall be filled by special election regardless of the year. A person appointed under this section shall, for the purpose of these rules/bylaws, be considered to be elected and serving.

18. ADOPTION AND AMENDMENT OF RULES

These rules having been adopted by not less than a two-thirds (2/3) vote of all the members of the Board, may be amended or rescinded by a two-thirds (2/3) vote of all the members of the Board. They shall remain in effect until amended or rescinded. Any proposed amendment of these rules, properly presented to the Board of Commissioners, shall take immediate effect when adopted, unless the Board at the time of adoption stipulates otherwise.

19. PREVIOUS RULES/BYLAWS

These Otsego County Rules/Bylaws supersede any and all rules/bylaws and amendments adopted prior to this date.

APPENDIX A

PARKS, ZOOLOGICAL GARDENS, AND AIRPORTS (EXCERPT) Act 90 of 1913

123.66a County airport committee; appointment, powers, organization.

Sec. 6-a. Whenever a board of supervisors of any county shall have adopted a resolution to purchase, condemn or to accept certain lands for airport or landing field purposes and makes an appropriation therefor under the provisions of sections 1 and 2 of this act, there shall be created a board of 3 members to be known as a "county airport committee." These 3 members may be either 3 members of the board of county road commissioners or 3 members of the board of supervisors as determined by the majority vote of the members of the board of supervisors. Such county airport committee shall have the management, control and expenditure of such funds collected and shall hold in trust for the county the title to any real estate so purchased, acquired by condemnation or accepted by way of gift or devise for airport or landing field purposes and shall supervise the improvement of any such property so purchased, acquired or accepted as authorized by the board of supervisors. Such county airport committee shall have the care and control of all airport and landing field property and may make reasonable rules and regulations and enforce the same when made respecting the use by the public of such property. They shall elect a chairman and secretary from among the members. All expenditures of funds so appropriated shall be paid only by the county treasurer on the warrant or voucher of the chairman and 1 other member of such board. The committee so appointed shall make a full report to the board of supervisors at each October session as to the condition of the airport or landing field property and the expenditure of funds. The members of such committee shall continue to act until their successors have been duly elected or appointed.

OTSEGO COUNTY Board of Commissioners



EXECUTIVE SUMMARY

AGENDA ITEM: Tri-County Policy and Procedure for Payment of Shared Expenses	AGENDA DATE: February 14, 2017
AGENDA PLACEMENT: Administrator's Report, A.	ACTION REQUESTED: Motion to Approve
STAFF CONTACT(S): John Burt, County Administrator	ATTORNEY REVIEW: No

BACKGROUND/DISCUSSION:

Otsego County is part of the 46th Circuit Court with Crawford and Kalkaska counties. The Tri-County Policy and Procedure for Payment of Shared Expenses details the financial responsibilities of each member county. The intent of the policy is to make the responsibilities more transparent than they have in the past. The drafting of the policy was initiated at the request of Judge George Mertz. The net cost effect to Otsego County under the new agreement is approximately \$25,000 which is more reflective of the true fiscal responsibility.

RECOMMENDATION:

Staff requests approval of the Tri-County Policy and Procedures for Payment of Shared Expenses.

46TH CIRCUIT COURT
TRI-COUNTY POLICY AND PROCEDURE FOR PAYMENT OF SHARED EXPENSES

The 46th Circuit Court (“the Court”) being comprised of Crawford, Otsego, and Kalkaska Counties, and those counties sharing responsibility for various costs for the Court; it is therefore determined that the following policy and procedure provides the most equitable and efficient manner of paying and allocating said costs:

1. Unless mutually agreed upon or otherwise specifically stated herein, shared expenses shall be divided among the three counties based upon their respective percentages of total substantive caseload. The division shall be recalculated effective October 1 each year, using the caseload figures from the previous calendar year.
 2. For purposes of this policy, there are five “designated employees,” as follows: the circuit judges, their confidential secretaries/assignment clerks, and the circuit law clerk.
 3. Shared expenses include the following:
 - A. Internet access, JIS/JMS costs, AS400 costs, other circuit-specific technology expenses as agreed by the court administrators for all three counties.
 - B. All of the following for designated employees: wages, fringes and payroll expenses, office supplies and equipment, postage, dues and subscriptions, travel expenses.
 - C. Circuit-related travel expenses and dues and subscriptions for the Friend of the Court Director.
 - D. Any other expense as approved by the court administrators for all three counties.
 4. Crawford County shall function as the control unit such that all designated employees shall be on the Crawford County payroll, and to the extent possible, all bills for circuit expenses shall be submitted to and paid by Crawford County. Crawford County shall then provide a quarterly accounting and invoice to each of the other counties. Any of the above-listed circuit expenses incurred by Otsego or Kalkaska counties (postage, office supplies, etc.) shall be documented and submitted to Crawford County to be included/credited on the quarterly accounting.
 5. Designated employees shall be hired at a starting wage as agreed upon by the Chief Judge, all court administrators, and the county administrator for the control unit, and shall receive annual increases equal to the average across-the-board increase given to Crawford County court employees included in the MAPE bargaining unit. Annual wage increases shall not exceed 2% in any given year without mutual agreement of all three county funding units.
 6. Designated employees shall be entitled to all employee benefits afforded to Crawford County court employees. Health insurance benefits shall be subject to PA 152 and are currently administered under a hard cap policy. Current Crawford County employees shall maintain their current retirement benefits. New hire retirement benefits shall be in the form of a defined contribution plan.
 7. Contracts for necessary services, equipment leases, etc. may be executed by any of the court administrators after all three administrators have reviewed and agreed to the terms of said contracts. Copies of all executed contracts shall be provided to each court administrator.
-

8. The chief judge and court administrators shall meet with county controllers/administrators annually to review this policy and discuss related budgetary matters. The shared court budget will consist of the personnel costs associated with the five aforementioned employees and all the costs that are currently being shared by the funding units. Any additional costs added to the tri-county budget are subject to the approval of all three county funding units.

9. From the date of implementation through December 31, 2017, this budget will be budget neutral for the three funding units. Any unforeseen costs associated with this budget will be discussed and agreed upon between the court and the three funding units. Effective January 1, 2018, the shared expenses shall be divided among the three counties based upon their respective percentages of total substantive caseload. Going forward, the division shall be recalculated effective October 1 each year, using the caseload figures from the previous calendar year.

10. This policy shall be effective February 6, 2017 or as soon thereafter as it may be fully implemented.

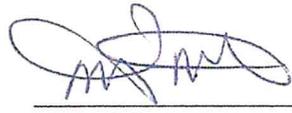
Dated: 2-1-17



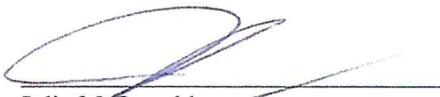
Hon. George J. Meitz, Chief Judge
46th Circuit Court



Victoria Courterier
Otsego County Court Administrator



Mark Holston
Kalkaska County Court Administrator



Julie McDonald
Crawford County Court Administrator

Dave Stephenson, Chair
Crawford County Board of Commissioners

Ken Borton, Chair
Otsego County Board of Commissioners

Stuart McKinnon, Chair
Kalkaska County Board of Commissioners

Current Budget:	Judge Fringes	Judicial Secretary	Law Clerk	Tri-County	Additional Expenses	Total
Crawford	18,726.00	42,485.00		22,500.00		83,711.00
Kalkasa	21,114.00	66,803.00		30,000.00		117,917.00
Otsego			47,145.00	35,112.00	21,500.00	103,757.00
Total	39,840.00	109,288.00	47,145.00	87,612.00	21,500.00	305,385.00

Proposed Budget:	Judges' Fringes	Judicial Secretaries	Law Clerk	Tri-County	Additional Expenses	Total
Crawford	37,452.00	106,656.00	47,145.00	80,000.00	12,000.00	283,253.00
Kalkasa						0.00
Otsego					9,500.00	9,500.00
Total	37,452.00	106,656.00	47,145.00	80,000.00	21,500.00	292,753.00

	Current	Proposed	Difference
Total	305,385.00	292,753.00	12,632.00
Crawford	83,711.00	28% 81,970.84	1,740.16
Kalkaska	117,917.00	28% 81,970.84	35,947.16
Otsego	103,757.00	44% 128,811.32	25,054.32

**OTSEGO COUNTY
Board of Commissioners**



EXECUTIVE SUMMARY

AGENDA ITEM: C2AE Agreement	AGENDA DATE: February 14, 2017
AGENDA PLACEMENT: Administrator's Report, B.	ACTION REQUESTED: Motion to Approve
STAFF CONTACT(S): John Burt, County Administrator	ATTORNEY REVIEW: No

BACKGROUND/DISCUSSION:

Otsego County received a \$30,000 Iron Belle Trail Grant from the State of Michigan to begin engineering work on the new trail. The County had previously accepted the grant and set up the budget. The following agreement is with C2Ae to do the engineering for the trail. The agreement requires the County Administrator's approval prior to expending more than \$30,000. The total amount for the agreement is \$406,600.

RECOMMENDATION:

Staff requests approval of the agreement as proposed.



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

February 9, 2017

Mr. John Burt, Administrator
Otsego County
225 West Main Street, Room 203
Gaylord, MI 49735

**Re: Proposal for Professional Services: Design and Construction Engineering Services
Otsego County – Iron Belle Trail**

Dear John:

Congratulations to Otsego County on the success of your grant funding applications and securing the local share financing for this project. C2AE is pleased to have been an integral part of the planning and grant application assistance process. We are excited and honored to assist the County in advancing this valuable regional asset to the next phase of design and ultimately completion of construction!

We have included the final trail routing map and preliminary opinion of construction cost for reference, as they form the basis for this proposal.

PROJECT UNDERSTANDING

Otsego County, along with Bagley and Otsego Lake Townships, has teamed with the Department of Natural Resources (DNR) to construct a non-motorized trail from Passenheim Road in Waters north to Fairview Road in Gaylord, a distance of approximately 11.5 miles. The trail will continue to operate as a snowmobile trail during the winter. The north end of the new trail will connect with the existing North Central State Trail, and the entire trail segment will be a part of the Governor's Iron Belle Trail that will eventually connect Belle Isle to Ironwood. The DNR is a key stakeholder in the project, as they have secured the property and/or easements and a portion of the funding for the trail and will be the trail owner. Otsego County will enter into a lease agreement and maintenance agreement for the trail, and will pay the local share matching funds for the trail design and construction, including the non-participating engineering costs. The current total estimated construction cost of the trail is approximately \$2.5 million.

The trail will be located within the existing active railroad right-of-way, in the general location of the existing snowmobile trail. It is therefore imperative that the project team work closely with the Michigan Department of Transportation (MDOT) and the Lake State Railroad throughout this project. Both the Lake State Railroad and MDOT have previously established some design guidelines for the trail, including offset distances, trespass deterrent measures, crossing locations and other considerations that will make it extremely important to coordinate the design and construction work with these entities.

A significant amount of effort has gone into schematic design, opinions of probable construction costs, public information meetings, MDOT Rail reviews and grant applications in order to secure the necessary funding that will make this project a reality. A summary of the project funding breakdown is attached for reference.

Although a portion of the funding was secured based on two separate trail sections, labeled north segment and south segment, the design and construction will be completed as one project. Since an MDOT Transportation Alternatives

Grant was secured for the project, the entire project design and construction will need to meet the MDOT Local Agency requirements, including the use of MDOT standard plans and specifications and pre-qualified contractors.

C2AE will bring value to the County with our vast amount of experience with the design and construction of trail projects across the state of Michigan. Furthermore, our strong design and construction team is very knowledgeable with MDOT Local Agency requirements for the project. Attached for your reference is the proposed project team diagram.

SCOPE

C2AE proposes the following scope of services tailored to meet the MDOT Local Agency guidelines:

Design Phase Services

1. **Project Initiation Meeting:** Conduct a project initiation meeting with the County and DNR to review the project parameters, scope of services and project schedule contained in the project management plan. Review the previous plans with the County and DNR with respect to any desired changes. Obtain a clear understanding of the role of all parties. Set the proper course to achieve local public input throughout the project.
2. **Topographic Survey:** C2AE had previously surveyed a few of the more challenging project areas in order to complete the schematic design and opinions of probable construction cost, but there is a significant amount of survey information that needs to be obtained. The most efficient method of survey for this type of project will be the use of aerial photogrammetry and mapping, supplemented by field survey of the road crossings and other key areas. Our team has successfully implemented this method on several projects in Michigan and New York. C2AE plans to use the services of Aerocon, Inc. as a subconsultant to perform the aerial mapping services. C2AE will complete the ground control and additional topographic survey work.
3. **Program Application:** Assist the County in preparing the MDOT Program Application information, including environmental and historical clearances and other required elements.
4. **Utility Coordination:** Prepare correspondences and coordination with utility companies to determine and resolve conflicts with existing utilities and the proposed trail design.
5. **Soil Borings:** C2AE will solicit proposals for soil borings and soils report from geotechnical subconsultants and coordinate the work of the subconsultant. We have included a budget amount for soil boring work within our contract fee.
6. **Preliminary Plans:** Provide full plan and profile drawings of the proposed construction limits. Provide typical trail and road/rail crossing construction cross sections and details.
7. **Easements:** C2AE will identify any areas requiring grading permits or easements. The County and or DNR will prepare and obtain necessary permits or easements outside of the current easement/ownership areas. From our preliminary review, the two most likely areas where easements may be needed are at the Charles Brink Road section and the I-75 Underpass.
8. **Special Provisions:** Prepare special provisions to be used in conjunction with the 2012 MDOT Standard Specifications for Construction to establish the quality of all materials, equipment, installation and construction.

9. Preliminary Quantities and Opinion of Probable Construction Cost: Provide an itemized breakdown of estimated quantities, estimated unit costs and estimated total cost for all project components. The estimate will utilize the MDOT-required MERL software.
10. Grade Inspection/Review Meeting: Provide the necessary plan submittals, coordinate and participate in an on-site Grade Inspection/Review meeting with representatives of the County, DNR, MDOT and other interested members of the project team and affected utility companies.
11. Final Engineer's Opinion of Probable Construction Cost: Provide a final itemized breakdown of construction quantities and unit cost for all of the pay items used on the project.
12. Permits: Assist in the preparation all necessary permit applications for submission by the County/DNR to the applicable governmental agencies. Permit fees for such permits (where applicable) shall be paid for by the County/DNR. Anticipated permits will include MDOT Right of Way (I-75 and M-32 crossings), MDOT rail crossings, Otsego County Road Commission road crossings, City of Gaylord road crossings, soil erosion and sedimentation control and possibly MDEQ wetlands.
13. Final Plans and Special Provisions: Prepare final plans and any special provisions applicable for the project. Include maintaining traffic, striping and signing plans in accordance with the Michigan Manual of Uniform Traffic Control Devices. Submit electronically, the required plans, special provisions and cost estimate for inclusion in an MDOT bid letting.
14. Grant Administration Assistance: Provide assistance to the County/DNR in administering the MDOT TAP Grant, the Michigan Natural Resources Trust Fund (MNRTF) grant and DNR Recreational Trail Program (RTP) grants.

Construction Phase Services

1. Construction Administration:
 - a. Attend and conduct a preconstruction conference to review the project with the County, DNR, Contractor, Sub-contractor(s), utility companies, MDOT and other interested parties. Review project schedule. Record meeting minutes and distribute.
 - b. Consult with County during construction.
 - c. Prepare modifications and supplementary sketches required to resolve actual field conditions encountered.
 - d. Review product and material certifications. Maintain status of tested materials information.
 - e. Issue instructions from the County to the contractor; issue necessary interpretations and clarifications of contract documents; and prepare-required change orders.
 - f. Prepare biweekly pay estimates.
 - g. Attend monthly (or more frequent) progress meetings.

- h. Attend final project inspection with the County, DNR and Contractor representatives. Prepare final punch list for project completion.
 - i. All construction documentation will be performed utilizing the current version of FieldManager Software.
 - j. Accept, review and maintain Contractor submitted Certified Payrolls in accordance with MDOT requirements. Perform wage rate interviews to verify compliance per MDOT's requirements.
2. Construction Observation and Testing:
- a. Provide on-site observation services based upon the type of construction work in progress; prepare daily reports using the current version of FieldBook Software; provide appropriate reports to the County (to monitor compliance with plans, specifications and all other contract documents).
 - b. Provide survey layout of lines and grades as required to complete construction.
 - c. Provide and/or coordinate field material density testing services for backfill, subgrade, base course and bituminous courses.
 - d. Coordinate laboratory testing services for aggregate, HMA and concrete cylinders.
 - e. Prepare Record Drawings for the project upon completion of construction.

FEE

Design and Construction Phase Services

C2AE proposes to provide engineering services as follows:

Topographic and Aerial Mapping and Control	\$33,800 Lump Sum
Design Phase Services*	\$125,200 Lump Sum
Construction Engineering Fee**	\$247,000 Estimated, Time and Materials

*Includes an allowance amount of \$13,200 for a geotechnical subconsultant

** Includes an allowance amount of \$16,500 for subconsultant materials testing services

C2AE agrees not to incur costs greater than \$30,000 for this project until further authorization is provided by the County, as the County is awaiting more definitive funding commitments.

Please note that the proposed fees are less than the budgeted/approved amounts in the funding applications.

The following assumptions are used to form the basis for determination of the engineering fee for the project.

- For the purpose of this proposal, C2AE is basing the required construction hours on a 20 week (100 working day) construction period.

- We estimate that the Contractor's work will require one person, full time for construction observation. We estimate 20 weeks at 50 hours per week for a total of 1,000 observation and testing hours for an Engineering Technician.
- We estimate that construction surveying and staking will require 240 hours of a one person survey crew.
- We estimate that contract administration will require approximately 16 hours per week of combined time for a Project Manager and Project Engineer, and an additional 80 hours for contract closeout procedures.
- We estimate HMA Quality Assurance Testing will require an engineering technician for approximately 24 hours.
- The hourly estimate provided in this proposal is based on 100 working days (1,000 observation and testing hours) for the Contractor to complete the work. The Engineer has no control over the Contractor's schedule or ability to complete the work in a timely fashion. Should the Contractor require more than 100 working days (1,000 observation and testing hours) to complete the work, a prorated budget increase will be necessary.

SCHEDULE

C2AE proposes the following project schedule:

C2AE will complete the project design on MDOT Local Agency Program Schedule based on a February/March 2018 bid letting to allow project construction to begin in spring of 2018.

Aerial Flight/Mapping	April/May 17
Program Application Submittal	8/29/17
GI Package Submittal (75% complete design)	9/12/17
Final Plan Submittal	11/18/17
Letting Date	2/3/18
Construction Period	April/May to September 2018

We have included our Standard Contract Provisions as part of our proposal. If the terms and conditions as stated are acceptable, please countersign and return one copy to our office. Please do not hesitate to contact us should you have any questions or concerns, or if you need additional information.

Sincerely,

C2AE



Larry M. Fox, PE
Principal Owner | Project Manager

Accepted by: Otsego County

John Burt, County Administrator

Date

The parties to this agreement, Capital Consultants, Inc., a Michigan Corporation doing business as C2AE in the State of Michigan, hereinafter called the A|E CONSULTANT and the County of Otsego, Michigan, hereinafter called the OWNER, hereby agree to the following conditions:

- A. Limit of Scope: The services provided by the A|E CONSULTANT shall be limited to those described in the Scope of Services.
- B. Changed Conditions: If, during the term of this Agreement, circumstances or conditions that were not originally contemplated by or known to the A|E CONSULTANT are revealed, to the extent that they affect the scope of services, compensation, schedule, allocation of risks or other material terms of this Agreement, the A|E CONSULTANT may call for renegotiation of appropriate portions of this Agreement. The A|E CONSULTANT shall notify the OWNER of the changed conditions necessitating renegotiation, and the A|E CONSULTANT and the OWNER shall promptly and in good faith enter into renegotiation of this Agreement to address the changed conditions. If terms cannot be agreed to, the parties agree that either party has the absolute right to terminate this Agreement.
- C. Additional Services: Additional services not specifically identified in the Scope of Services shall be paid for by the OWNER in addition to the fees previously stated, provided the OWNER authorizes such services in writing. Additional services will be billed monthly as work progresses and invoices are due upon receipt.
- D. Standard of Care: In providing services under this Agreement, the A|E CONSULTANT will endeavor to perform in a manner consistent with that degree of care and skill ordinarily exercised by members of the same profession currently practicing under similar circumstances. Upon notice to the A|E CONSULTANT and by mutual agreement between the parties, the A|E CONSULTANT will without additional compensation, correct those services not meeting such a standard.
- E. ADA Compliance: The Americans with Disabilities Act (ADA) provides that alterations to a facility must be made in such a manner that, to the maximum extent feasible, the altered portions of the facility are readily accessible to persons with disabilities. The OWNER acknowledges that the requirement of the ADA will be subject to various and possibly contradictory interpretations. The A|E CONSULTANT, therefore, will use its reasonable professional efforts and judgment to interpret applicable ADA requirements and other federal, state and local laws, rules, codes, ordinances and regulations as they apply to the project. The A|E CONSULTANT, however, cannot and does not warrant or guarantee that the OWNER's project will comply with all interpretations of the ADA requirements and/or the requirements of other federal, state and local laws, rules, codes, ordinances and regulations as they apply to the project.
- F. Code Compliance: The A|E CONSULTANT shall put forth reasonable professional efforts to comply with applicable laws, codes and regulations in effect as of the date of submission to building authorities. Design changes made necessary by newly enacted laws, codes and regulations after this date shall entitle the A|E CONSULTANT to a reasonable adjustment in the schedule and additional compensation in accordance with the Additional Services provision of this Agreement.
- G. Permits and Approvals: The A|E CONSULTANT shall assist the OWNER in applying for those permits and approvals normally required by law for projects similar to the one for which the A|E CONSULTANT's services are being engaged. This assistance shall consist of completing and submitting forms to the appropriate regulatory agencies having jurisdiction over the construction documents, and other services normally provided by the A|E CONSULTANT and included in the scope of Basic Services of this Agreement.
- H. Opinions of Probable Construction Cost: In providing opinions of probable construction cost, the OWNER understands that the A|E CONSULTANT has no control over the cost or availability of labor, equipment or materials, or over market conditions or the Contractor's method of pricing, and that the A|E CONSULTANT's opinions of probable construction costs are made on the basis of the A|E CONSULTANT's professional judgment and experience. The A|E CONSULTANT makes no warranty, express or implied, that the bids or the negotiated cost of the work will not vary from the A|E CONSULTANT's opinion of probable construction cost.

- I. Schedule for Rendering Services: The A|E CONSULTANT shall prepare and submit for OWNER approval a schedule for the performance of the A|E CONSULTANT's services. This schedule shall include reasonable allowances for review and approval times required by the OWNER, performance of services by the OWNER's consultants, and review and approval times required by public authorities having jurisdiction over the project. This schedule shall be equitably adjusted as the project progresses, allowing for changes in scope, character or size of the project requested by the OWNER, or for delays or other causes beyond the A|E CONSULTANT's reasonable control.
- J. Ownership of Reports, Drawings and Other Materials: The OWNER agrees that all reports, drawings, letters, work sheets, plans, preliminary material tables, supportive data, documents and other materials produced by the A|E CONSULTANT in the course of and for the purpose of meeting this contract are the property of the A|E CONSULTANT, and shall remain in the possession of the A|E CONSULTANT. The OWNER shall have access to the above named material during normal business hours of the A|E CONSULTANT during and after completion of this contract. The OWNER may obtain copies of any of the above named material. Copies of electronic media may be obtained by the OWNER. (See Alteration and Reuse of CAD Information provision of this Agreement.)
- K. Alteration and Reuse of CAD Information: Because computer aided design/drafting (CAD) information stored in electronic form can be modified by other parties, intentionally or otherwise, without notice or indication of said modifications, the A|E CONSULTANT reserves the right to remove all indications of its ownership and/or involvement in the material from each electronic medium not held in its possession. The OWNER may retain copies of the work performed by the A|E CONSULTANT in CAD form. Copies shall be for information and used by the OWNER for the specific purpose for which the A|E CONSULTANT was engaged. Said material shall not be used by the OWNER, or transferred to any other party, for use in other projects, additions to the current project, or any other purpose for which the material was not strictly intended without the A|E CONSULTANT's express written permission. Any unauthorized modification or reuse of the materials shall be at the OWNER's sole risk, and the OWNER agrees to defend, indemnify, and hold the A|E CONSULTANT harmless, from all claims, injuries, damages, losses, expenses, and attorneys fees arising out of the unauthorized modification of these materials.
- L. Record Documents: Upon completion of the work, the A|E CONSULTANT shall compile for and deliver to the OWNER a reproducible set of Record Documents based upon the marked-up record drawings, addenda, change orders and other data furnished by the Contractor. These Record Documents will show significant changes made during construction. Because these Record Documents are based on unverified information provided by other parties, which the A|E CONSULTANT shall assume will be reliable, the A|E CONSULTANT cannot and does not warrant their accuracy.
- M. Payment Terms: Invoices will be submitted by the A|E CONSULTANT monthly, are due upon receipt and shall be considered past due if not paid within thirty (30) calendar days of the due date.
- N. Disputed Invoices: If the OWNER objects to any portion of an invoice, the OWNER shall so notify the A|E CONSULTANT in writing within ten (10) calendar days of receipt of the invoice. The OWNER shall identify in writing the specific cause of the disagreement and the amount in dispute and shall pay that portion of the invoice not in dispute in accordance with other payment terms of this Agreement. Any dispute over invoiced amounts due which cannot be resolved within ten (10) calendar days after receipt of invoice by direct negotiation between the parties shall be resolved within thirty (30) calendar days in accordance with the Dispute Resolution provision of this Agreement. Interest at one-and-one-half (1.5) percent (or the maximum rate allowable by law, whichever is less) shall be paid by the OWNER on all disputed invoice amounts that are subsequently resolved in the A|E CONSULTANT's favor and shall be calculated on the unpaid balance from the due date of the invoice.
- O. Abandonment of Work: If any work is abandoned or suspended, the A|E CONSULTANT shall be paid for services performed prior to receipt of written notice from the OWNER of abandonment or suspension.
- P. Errors and Omissions Insurance: The A|E CONSULTANT maintains an errors and omissions insurance policy as part of normal business practice. The OWNER agrees to limit the A|E CONSULTANT's liability to the OWNER and to all Construction

Contractors and Subcontractors on the project due to the A|E CONSULTANT's negligent acts, errors, or omissions, such that the total aggregate liability of the A|E CONSULTANT to all those named shall not exceed \$406,000.

- Q. Betterment: If, due to the A|E CONSULTANT's negligence, a required item or component of the project is omitted from the A|E CONSULTANT's construction documents, the A|E CONSULTANT shall not be responsible for paying the cost required to add such item or component to the extent that such item or component would have been required and included in the original construction documents. In no event will the A|E CONSULTANT be responsible for any cost or expense that provides betterment or upgrades or enhances the value of the project.
- R. Indemnification: The A|E CONSULTANT agrees, to the fullest extent permitted by law, to indemnify and hold harmless the OWNER, its officers, directors and employees (collectively, OWNER) against all damages, liabilities or costs, including reasonable attorneys' fees and defense costs, to the extent caused by the A|E CONSULTANT's negligent performance of professional services under this Agreement and that of its subconsultants or anyone for whom the A|E CONSULTANT is legally liable.

The OWNER agrees, to the fullest extent permitted by law, to indemnify and hold harmless the A|E CONSULTANT, its officers, directors, employees and subconsultants (collectively, A|E CONSULTANT) against all damages, liabilities or costs, including reasonable attorneys' fees and defense costs, to the extent caused by the OWNER's negligent acts in connection with the project and the acts of its contractors, subcontractors or consultants or anyone for whom the OWNER is legally liable.

Neither the OWNER nor the A|E CONSULTANT shall be obligated to indemnify the other party in any manner whatsoever for the other party's own negligence.

- S. Consequential Damages: Notwithstanding any other provision of this Agreement, and to the fullest extent permitted by law, neither the OWNER nor the A|E CONSULTANT, their respective officers, directors, partners, employees, contractors or subconsultants shall be liable to the other or shall make any claim for any incidental, indirect or consequential damages arising out of or connected in any way to the project or to this Agreement. This mutual waiver of consequential damages shall include, but is not limited to, loss of use, loss of profit, loss of business, loss of income, loss of reputation or any other consequential damages that either party may have incurred from any cause of action including negligence, strict liability, breach of contract and breach of strict or implied warranty. Both the OWNER and the A|E CONSULTANT shall require similar waivers of consequential damages protecting all the entities or persons named herein in all contracts and subcontracts with others involved in this project.
- T. Full-Time Construction Observation: The A|E CONSULTANT will provide full-time project representation in order to observe the progress and quality of the work completed by the Contractor. Such observation is not intended to be an exhaustive check or a detailed inspection of the Contractor's work but rather is to allow the A|E CONSULTANT, as an experienced professional, to become generally familiar with the work in progress and to determine, in general, if the work is proceeding in accordance with the Contract Documents.

The A|E CONSULTANT shall keep the OWNER informed about the progress of the work and shall endeavor to guard the OWNER against deficiencies in the work.

The A|E CONSULTANT shall not supervise, direct or have control over the Contractor's work nor have any responsibility for the construction means, methods, techniques, sequences or procedures selected by the Contractor nor for the Contractor's safety precautions or programs in connection with the Work. These rights and responsibilities are solely those of the Contractor in accordance with the Contract Documents.

The A|E CONSULTANT shall not be responsible for any acts or omissions of the Contractor, subcontractor, any entity performing any portions of the work, or any agents or employees of any of them. The A|E CONSULTANT does not guarantee

the performance of the Contractor and shall not be responsible for the Contractor's failure to perform its work in accordance with the Contract Documents or any applicable laws, codes, rules or regulations.

- U. Jobsite Safety: Neither the professional activities of the A|E CONSULTANT, nor the presence of the A|E CONSULTANT or its employees and subconsultants at a construction/project site, shall relieve the General Contractor of its obligations, duties and responsibilities including, but not limited to, construction means, methods, sequence, techniques or procedures necessary for performing, superintending and coordinating the work in accordance with the Contract Documents and any health or safety precautions required by any regulatory agencies. The A|E CONSULTANT and its personnel have no authority to exercise any control over any construction contractor or its employees in connection with their work or any health or safety programs or procedures. The OWNER agrees that the General Contractor shall be solely responsible for jobsite safety, and warrants that this intent shall be carried out in the OWNER's contract with the General Contractor. The OWNER also agrees that the OWNER, the A|E CONSULTANT and the A|E CONSULTANT's subconsultants shall be indemnified by the General Contractor and shall be made additional insureds under the General Contractor's policies of general liability insurance.
- V. Hazardous Materials: As used in this Agreement, the term *hazardous materials* shall mean any substances, including but not limited to asbestos, toxic or hazardous waste, PCBs, combustible gases and materials, petroleum or radioactive materials (as each of these is defined in applicable federal statutes) or any other substances under any conditions and in such quantities as would pose a substantial danger to persons or property exposed to such substances at or near the project site.

Both parties acknowledge that the A|E CONSULTANT's Scope of Services does not include any services related to the presence of any hazardous or toxic materials. In the event the A|E CONSULTANT or any other party encounters any hazardous or toxic materials, or should it become known to the A|E CONSULTANT that such materials may be present on or about the jobsite or any adjacent areas that may affect the performance of the A|E CONSULTANT's services, the A|E CONSULTANT may, at its option and without liability for consequential or any other damages, suspend performance of its services under this Agreement until the OWNER retains appropriate consultants or contractors to identify and abate or remove the hazardous or toxic materials and warrants that the jobsite is in full compliance with all applicable laws and regulations.

The OWNER agrees, notwithstanding any other provision of this Agreement, to the fullest extent permitted by law, to indemnify and hold harmless the A|E CONSULTANT, its officers, partners, employees and consultants (collectively, A|E CONSULTANT) from and against any and all claims, suits, demands, liabilities, losses, damages or costs, including reasonable attorneys' fees and defense costs arising out of or in any way connected with the detection, presence, handling, removal, abatement, or disposal of any asbestos or hazardous or toxic substances, products or materials that exist on, about or adjacent to the project site, whether liability arises under breach of contract or warranty, tort, including negligence, strict liability or statutory liability or any other cause of action, except for the sole negligence or willful misconduct of the A|E CONSULTANT.

- W. Change Orders/Stop Work Orders: The A|E CONSULTANT and the OWNER agree that any construction contract change orders or stop work orders must be approved in writing by the OWNER.
- X. Agreement Not to Claim for Cost of Certain Change Orders: The OWNER recognizes and expects that certain Change Orders may be required to be issued as the result in whole or part of imprecision, incompleteness, errors, omissions, ambiguities, or inconsistencies in the Drawings, Specifications and other design documentation furnished by the A|E CONSULTANT or in the other professional services performed or furnished by the A|E CONSULTANT under this Agreement whether caused by professional negligence or by imperfections that are within professional standards ("Covered Change Orders"). Accordingly, the OWNER agrees not to sue and otherwise to make no claim directly or indirectly against the A|E CONSULTANT on the basis of professional negligence, breach of contract or otherwise with respect to the costs of approved Covered Change Orders unless the costs of such approved Covered Change Orders exceed 5% of Construction Cost, and then only for an amount in excess of such percentage. Any responsibility of the A|E CONSULTANT for the costs of Covered Change Orders in excess of such percentage will be determined on the basis of applicable contractual obligations and professional liability standards. For purposes of this paragraph, the cost of Covered Change Orders will not include any costs that the OWNER would have

incurred if the Covered Change Order work had been included originally in the Contract Documents without any imprecision, incompleteness, error, omission, ambiguity, or inconsistency in the Drawings, Specifications and other design documents furnished by the A|E CONSULTANT or in the A|E CONSULTANT's other professional services related thereto. Nothing in this provision creates a presumption that, or changes the professional liability standard for determining if, the A|E CONSULTANT is liable for the cost of Covered Change Orders in excess of the percentage of Construction Cost stated above or for any other Change Order.

- Y. Dispute Resolution: The OWNER agrees that all claims, disputes, and other matters in question between the parties arising out of or relating to this Agreement or breach thereof first shall be submitted for nonbinding mediation to any one of the following, as agreed to by the parties: American Arbitration Association, American Intermediation Service, Americord, Dispute Resolution, Inc., Endispute, or Judicate. Any party hereto may initiate mediation within the time allowed for filing per State law and the parties hereto agree to fully cooperate and participate in good faith to resolve the dispute(s). The cost of mediation shall be shared equally by the parties hereto.

If mediation fails to resolve the claim or dispute, the matter shall be submitted to a court of competent jurisdiction.

OTSEGO COUNTY
Board of Commissioners



EXECUTIVE SUMMARY

AGENDA ITEM: January 31, 2017 Warrant	AGENDA DATE: February 14, 2017
AGENDA PLACEMENT: New Business, A. Financials, Item 1	ACTION REQUESTED: Motion to Approve
STAFF CONTACT(S): Rachel Frisch, Finance Director/Assistant 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 January 17, 2017 Warrant in the amount of \$217,798.04 and the January 26, 2017 Special Warrant in the amount of \$239.00, for a total amount of \$218,037.04.

RECOMMENDATION:

Staff requests approval of the warrants detailed above with a total amount of \$218,037.04.

CHECK DISBURSEMENT REPORT FOR COUNTY OF OTSEGO
 CHECK DATE FROM 01/31/2017 - 01/31/2017

Check Date	Bank	Check #	Payee	Description	GL #	Amount
01/31/2017	AP	1573(E)	CONSUMERS ENERGY	205187173215 CENTER ELECTRIC	208-752-930.620	611.77
		1573(E)		ACCT# 1000 7019 9300	226-528-930.620-PROG000000	25.08
		1573(E)		JANUARY 2017	637-265-930.620-ALPCT00000	5,697.48
		1573(E)		JANUARY 2017	637-265-930.620-LNDUS00000	635.04
						6,969.37
01/31/2017	AP	1574(A)	GARY GELOW	FEBRUARY 2017 CAA CONTRACT PAYMENT	101-131-801.021	12,060.08
01/31/2017	AP	64962	44NORTH	JANUARY 2017 COBRA & TELADOC MEMBERSHIP FEES	101-131-704.110	60.21
		64962		JANUARY 2017 COBRA & TELADOC MEMBERSHIP FEES	101-133-704.110	0.95
		64962		JANUARY 2017 COBRA & TELADOC MEMBERSHIP FEES	101-148-704.110	7.45
		64962		JANUARY 2017 COBRA & TELADOC MEMBERSHIP FEES	215-141-704.110	44.70
		64962		JANUARY 2017 COBRA & TELADOC MEMBERSHIP FEES	292-662-704.110	12.54
						125.85
01/31/2017	AP	64963	7TH PROBATE FAMILY COURT	15-67-NA. PLACEMENT 12/1/16 TO 12/31/16	292-662-930.810	9,300.00
01/31/2017	AP	64964	AMERICAN FIDELITY ASSURANCE CO	JANUARY 2017 FLEX SPENDING ACCOUNT	704-000-231.285	512.47
01/31/2017	AP	64965	AMERICAN FIDELITY ASSURANCE COMPANY	JANUARY 2017 CANCER/LIFE/DISABILITY	704-000-231.285	342.26
01/31/2017	AP	64966	BJS RENTAL & CATERING	TENT RENTAL HALLOWEEN WEEKEND	208-751-726.000	125.00
01/31/2017	AP	64967	BLUE CARE NETWORK	FEBRUARY 2017 COURT MEDICAL 2/1/17 TO 2/28/17	101-131-704.110	4,346.48
		64967		FEBRUARY 2017 COURT MEDICAL 2/1/17 TO 2/28/17	101-148-704.110	1,248.68
		64967		FEBRUARY 2017 COURT MEDICAL 2/1/17 TO 2/28/17	215-141-704.110	5,617.37
		64967		FEBRUARY 2017 COURT MEDICAL 2/1/17 TO 2/28/17	292-662-704.110	1,852.05
		64967		FEBRUARY 2017 COURT MEDICAL 2/1/17 TO 2/28/17	704-000-231.261	3,266.14
						16,330.72
01/31/2017	AP	64968	BLUE CARE NETWORK	INV#170130064043 (FEB. 2017)	647-851-704.110	32,683.74
01/31/2017	AP	64969	BRUCE TILLINGER	SERVICES THROUGH 01/26/17	249-371-801.027	2,290.00
01/31/2017	AP	64970	CATHERINE ISBELL	15-92-DL TRANSPORT ON 1/12 & 1/15/17	292-662-930.500	395.90
		64970		15-92-DL TRANSPORT ON 1/12 & 1/15/17	292-662-930.830	183.00
						578.90
01/31/2017	AP	64971	CHARTER COMMUNICATIONS	PARK PHONE AND INTERNET	208-751-726.000	19.99
		64971		PARK PHONE AND INTERNET	208-751-930.210	29.99
						49.98
01/31/2017	AP	64972	CITY OF GAYLORD	COURTROOM TESTIMONY TRAINING 1/30/2017	101-301-704.400	50.00
		64972		001254-0000-02 JANUARY	588-697-920.200	71.94

CHECK DISBURSEMENT REPORT FOR COUNTY OF OTSEGO
 CHECK DATE FROM 01/31/2017 - 01/31/2017

Check Date	Bank	Check #	Payee	Description	GL #	Amount
		64972		WATER BILLS (JANUARY 2017)	637-265-920.200-ALPCT00000	518.41
		64972		WATER BILLS (JANUARY 2017)	637-265-920.200-CRTHS00000	657.35
		64972		WATER BILLS (JANUARY 2017)	637-265-920.200-INFO CTR00	35.90
		64972		WATER BILLS (JANUARY 2017)	637-265-920.200-SILLI00000	35.90
						<hr/> 1,369.50
01/31/2017	AP	64973	CNA SURETY DIRECT BILL	NOTARY BOND LYNN BRANCH	101-215-930.100	55.00
01/31/2017	AP	64974	CUMMINGS, MCCLOREY, DAVIS & ACHO P	INV#234558	260-270-801.020	2,366.00
01/31/2017	AP	64975	DAWN GREENE	OVERPMT ON 011-150-000-076-00 2015 TAXES	516-030-694.000	61.80
01/31/2017	AP	64976	DE LAGE LANDEN PUBLIC FINANCE	INV#52960601 ACCT#247393	101-257-920.410	253.12
01/31/2017	AP	64977	DELTA DENTAL OF MICHIGAN	MI001160001 - FEBRUARY 2017 COURT DENTAL	101-131-704.110	526.34
		64977		MI001160001 - FEBRUARY 2017 COURT DENTAL	101-148-704.110	110.46
		64977		MI001160001 - FEBRUARY 2017 COURT DENTAL	215-141-704.110	465.56
		64977		MI001160001 - FEBRUARY 2017 COURT DENTAL	292-662-704.110	160.12
		64977		MI001160001 - FEBRUARY 2017 COURT DENTAL	704-000-231.261	315.63
						<hr/> 1,578.11
01/31/2017	AP	64978	DELTA DENTAL OF MICHIGAN	INV#RIS0001355570 (FEB. 2017)	647-851-704.110	5,676.95
01/31/2017	AP	64979	DUNNS	ACCT#3603 (MSUE & OCD COPIER)	101-864-726.000	216.00
01/31/2017	AP	64980	ELI ELECTRIC LLC	SERVICES THROUGH 01/27/17	249-371-801.026	1,540.00
01/31/2017	AP	64981	ELMIRA TWP TREASUER	060-030-300-015-04 2016 PORTION FROM STEP FORWARD	516-030-694.000	1,908.28
01/31/2017	AP	64982	ERNEST ALLEN	OVERPAYMENT 050-009-400-005-07	516-030-694.000	11.40
01/31/2017	AP	64983	FRONTIER	ACCT#231-164-4102-082208-5	261-427-930.210	165.97
		64983		ACCT#989-732-2373-030804-5	637-265-930.210	49.17
						<hr/> 215.14
01/31/2017	AP	64984	GASLIGHT MEDIA	INV.#53785	101-864-930.240	85.00
01/31/2017	AP	64985	GREAT LAKES ENERGY	ELECTRIC BILL	209-751-930.620	161.58
01/31/2017	AP	64986	HEALTH DEPT OF NORTHWEST MI	INV#1571 (JAN-FEB-MAR 2017)	101-601-940.010	51,401.50
01/31/2017	AP	64987	IMPREST CASH, OTSEGO COUNTY BUS SYS	1054 PAPER PRODUCTS & CLEANERS; 1056 CLEATS FOR MEAL	588-698-726.025	16.79
		64987		1054 PAPER PRODUCTS & CLEANERS; 1056 CLEATS FOR MEAL	588-699-726.046	72.04
						<hr/> 88.83
01/31/2017	AP	64988	JAMES MOUCH	FUEL REIMBURSEMENT	249-371-930.660	26.63

CHECK DISBURSEMENT REPORT FOR COUNTY OF OTSEGO
 CHECK DATE FROM 01/31/2017 - 01/31/2017

Check Date	Bank	Check #	Payee	Description	GL #	Amount
01/31/2017	AP	64989	JEFFERY B PROUX	SERVICES THROUGH 01/26/17	249-371-801.024	1,005.00
01/31/2017	AP	64990	JUDICIAL MANAGEMENT SYSTEMS INC	JUVENILE/PROBATE COURT CASE MANAGEMENT SYSTEM & SU	497-901-970.300	26,000.00
01/31/2017	AP	64991	KEVAN D FLORY	1/26/2017 FINAL INSPECTION #HO-0812-130680	233-690-940.010	300.00
01/31/2017	AP	64992	MARIE DOERING	OVERPAYMENT 072-280-000-+104-00	516-030-694.000	41.93
01/31/2017	AP	64993	MARNE MARCH OLLI	COUNSELING SEPT - DEC 2016 - 14-115-NA	292-662-940.010	910.00
01/31/2017	AP	64994	MAXIMUM SECURITY	12082 UPGRADE GSM COMMUNICATOR	209-751-726.000	125.00
01/31/2017	AP	64995	MCWCF	MEMBER 760 - 2017 1ST QUARTER	101-131-704.600	542.90
		64995		MEMBER 760 - 2017 1ST QUARTER	101-133-704.600	115.28
		64995		MEMBER 760 - 2017 1ST QUARTER	215-141-704.600	427.38
		64995		MEMBER 760 - 2017 1ST QUARTER	292-662-704.600	508.69
						<u>1,594.25</u>
01/31/2017	AP	64996	MICHIGAN DEPARTMENT OF TREASURY	4TH QUARTER SHERIFF BOOKING FEES	701-000-228.061	412.65
01/31/2017	AP	64997	NORTHERN CREDIT BUREAU	INVOICE #10687 DECEMBER 2016 CREDIT REPORTS	233-690-930.150	25.50
		64997		INVOICE #10690 ANNUAL DUES CREDIT REPORTS	233-690-930.600	100.00
						<u>125.50</u>
01/31/2017	AP	64998	NORTHERN MICHIGAN REGIONAL ENTITY	COBO HALL LIQ. TAX	101-631-940.010	19,390.75
01/31/2017	AP	64999	NORTHERN MICHIGAN REVIEW	WEBSITE DEVELOPMENT AND HOSTING	208-751-801.020	230.00
		64999		WEBSITE DEVELOPMENT AND HOSTING	209-751-801.020	399.00
						<u>629.00</u>
01/31/2017	AP	65000	OTSEGO COUNTY TREASURER	JURY BOX REIMB	101-145-930.930	102.60
		65000		WORK CAMP	208-751-940.010-WK RL00000	100.00
						<u>202.60</u>
01/31/2017	AP	65001	OTWELL MAWBY PC	INV 16615, HO-0812-131452 LEAD-BASED PAINT INSPECTION/RE	233-690-940.010	625.00
01/31/2017	AP	65002	RODNEY AND CATHY BRAGG	12/1/16 TO 12/31/16 PLACEMENT 16-55-NA	292-662-930.700	534.44
01/31/2017	AP	65003	SCOTT T BEATTY	JANUARY 2017 FOC REFEREE HEARINGS	215-141-940.010	2,400.00
01/31/2017	AP	65004	STATE OF MICHIGAN	NOTARY APPLICATION FOR LYNN BRANCH	101-215-930.100	10.00
01/31/2017	AP	65005	THOR CONTRACTING, INC	PROJECT #HO-0812-130680 100% COMPLETE AND INSPECTED	233-690-940.010	8,362.00
01/31/2017	AP	65006	TITLE CHECK LLC	FEB CERTIFIED MAILING EXPENSE- 2015 TAX CYCLE	516-253-920.410	6,091.88

CHECK DISBURSEMENT REPORT FOR COUNTY OF OTSEGO
CHECK DATE FROM 01/31/2017 - 01/31/2017

Check Date	Bank	Check #	Payee	Description	GL #	Amount
01/31/2017	AP	65007	VISION SERVICE PLAN (VSP)	ACCT#30 064226 0001 (FEB. 2017)	647-851-704.110	149.63
01/31/2017	AP	65008	WAYNE ISBELL	15-92-DL TRANSPORT ON 1/13 & 1/15/17	292-662-930.830	183.00
01/31/2017	AP	65009	WINN TELECOM	ACCT#9897326108	261-427-930.210	63.34
		65009		989-705-1786 JANUARY	588-697-930.210	258.86
						<hr/> 322.20
			TOTAL - ALL FUNDS	TOTAL OF 50 CHECKS		217,798.04

CHECK DISBURSEMENT REPORT FOR COUNTY OF OTSEGO
CHECK NUMBER 64961

Check Date	Bank	Check #	Payee	Description	GL #	Amount
01/26/2017	AP	64961	87- A DISTRICT	ACCT # X2618603SI3, VOUCHER #16-010 (69), DELINQUENT DRIVI	294-683-930.999	239.00
			TOTAL - ALL FUNDS	TOTAL OF 1 CHECKS		239.00

CHECK DISBURSEMENT REPORT FOR COUNTY OF OTSEGO
CHECK NUMBER 64604

Check Date	Bank	Check #	Payee	Description	GL #	Amount
01/10/2017	AP	64604	G.T. RUBBER SUPPLY CO.	254027 PLOW TRUCK		** VOIDED **
			TOTAL - ALL FUNDS	TOTAL OF 1 CHECKS (1 voided)		0.00

**OTSEGO COUNTY
Board of Commissioners**



EXECUTIVE SUMMARY

AGENDA ITEM: February 7, 2017 Warrant	AGENDA DATE: February 14, 2017
AGENDA PLACEMENT: New Business, A. Financials, Item 2.	ACTION REQUESTED: Motion to Approve
STAFF CONTACT(S): Rachel Frisch, Finance Director/Assistant 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 February 7, 2017 Warrant in the amount of \$384,383.41.

RECOMMENDATION:

Staff requests approval of the warrants detailed above with a total amount of \$384,383.41.

CHECK DISBURSEMENT REPORT FOR COUNTY OF OTSEGO
 CHECK DATE FROM 02/07/2017 - 02/07/2017

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 101 GENERAL FUND							
02/07/2017	AP	1576(E)*#	ELAN	2016 CREDIT CARD PURCHASES	930.500	101	108.91
				ACTIVITY 12/14/16-12/31/16	726.000	131	190.00
				ACTIVITY 12/14/16-12/31/16	726.000	131	195.00
				JANUARY 2017 CREDIT CARD PURCHASES	930.450	131	100.80
				2016 CREDIT CARD PURCHASES	930.500	131	91.16
				JANUARY 2017 CREDIT CARD PURCHASES	726.000	145	170.00
				2016 CREDIT CARD PURCHASES	726.000	149	33.03
				JANUARY 2017 CREDIT CARD PURCHASES	801.020	267	10.00
				2016 CREDIT CARD PURCHASES	726.000	268	4.48
				2016 CREDIT CARD PURCHASES	726.000	268	71.99
				2016 CREDIT CARD PURCHASES	726.000	268	79.02
				2016 CREDIT CARD PURCHASES	726.000	268	73.11
				SHERIFF CC 12/14/16-01/13/17	726.000	301	289.83
				SHERIFF CC 12/14/16-01/13/17	930.600	301	39.99
				SHERIFF CC 12/14/16-01/13/17	726.030	351	42.64
				SHERIFF CC 12/14/16-01/13/17	930.700	351	28.23
				CHECK AP 1576(E) TOTAL FOR FUND 101:			<u>1,528.19</u>
02/07/2017	AP	65011	ANDREW SAMKOWIAK	JANUARY 2017 WEEKEND DRUG TESTER: JAN. 16, 21, 22	940.010	133	120.00
02/07/2017	AP	65013*#	CRAWFORD COUNTY TREASURER	DECEMBER 2016 TRI-COUNTY EXPENSE	940.111	131	1,362.80
				NOVEMBER 2016 TRI-COUNTY EXPENSE	940.111	131	11,885.40
				OCTOBER 2016 TRI-COUNTY EXPENSE	940.111	131	951.84
				CHECK AP 65013 TOTAL FOR FUND 101:			<u>14,200.04</u>
02/07/2017	AP	65014#	CROSSROADS INDUSTRIES	INV#17543	920.410	101	35.00
				INV#17541	726.000	149	45.00
				INV#17543	920.410	215	25.00
				INV#17543	920.410	267	35.00
				INV#17543	920.410	301	35.00
				CHECK AP 65014 TOTAL FOR FUND 101:			<u>175.00</u>
02/07/2017	AP	65015*	DEKETO LLC	JANUARY 2017	920.410	215	412.67
02/07/2017	AP	65019	IMAGE FACTORY INC	INVOICE #42496 BUSINESS CARDS	726.000	332	35.00
02/07/2017	AP	65021	MASON COUNTY CLERK	13-14751-DM LEEMON VS BISHOP	626.030	215	150.00
02/07/2017	AP	65036	WAYNE BENTLEY	JANUARY 2017 WEEKEND DRUG TESTER: JAN.28, 29	940.010	133	80.00

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 101 GENERAL FUND							
				Total for fund 101 GENERAL FUND			16,700.90
Fund: 208 PARKS AND RECREATION							
02/07/2017	AP	1576(E)*#	ELAN	2016 CREDIT CARD PURCHASES	726.000	752	50.00
				2016 CREDIT CARD PURCHASES	726.000	752	119.67
CHECK AP 1576(E) TOTAL FOR FUND 208:							169.67
				Total for fund 208 PARKS AND RECREATION			169.67
Fund: 212 ANIMAL CONTROL							
02/07/2017	AP	1575(E)	CONSUMERS ENERGY	100060707310 JAN 2017	930.620	430	924.40
02/07/2017	AP	1576(E)*#	ELAN	JANUARY 2017 CREDIT CARD PURCHASES	726.046	430	64.99
02/07/2017	AP	65035	WALMART COMMUNITY GEMB	1935 4975	726.000	430	149.52
				Total for fund 212 ANIMAL CONTROL			1,138.91
Fund: 215 FRIEND OF THE COURT							
02/07/2017	AP	1576(E)*#	ELAN	ACTIVITY 12/14/16-12/31/16	726.000	141	95.00
02/07/2017	AP	65013*#	CRAWFORD COUNTY TREASURER	DECEMBER 2016 TRI-COUNTY EXPENSE	940.111	141	678.36
				NOVEMBER 2016 TRI-COUNTY EXPENSE	940.111	141	367.79
				OCTOBER 2016 TRI-COUNTY EXPENSE	940.111	141	512.99
CHECK AP 65013 TOTAL FOR FUND 215:							1,559.14
				Total for fund 215 FRIEND OF THE COURT			1,654.14
Fund: 233 HUD GRANT FUND							
02/07/2017	AP	65024	OTSEGO COUNTY TITLE	INV# GYL16-09231400 TITLE FEE PROJECT # HO-0812-130680, MSF FU940.010		690	226.00
02/07/2017	AP	65033	THOR CONTRACTING, INC	PROJECT #HO-0812-130888 MSP/OWNER FUNDS, 50% COMPLETED/IN 940.010		690	150.00
				PROJECT #HO-0812-130888 MSP/OWNER FUNDS, 50% COMPLETED/IN 940.010		690	16,756.00
CHECK AP 65033 TOTAL FOR FUND 233:							16,906.00
				Total for fund 233 HUD GRANT FUND			17,132.00
Fund: 243 BROWNFIELD REDEVELOPMENT AUTHORITY							
02/07/2017	AP	65030	STATE OF MICHIGAN	ADD'L PRINCIPAL ONLY BROWNFIELD PAYMENT	990.100	906	86,661.18
				Total for fund 243 BROWNFIELD REDEVELOPMENT AUTHORITY			86,661.18
Fund: 249 BUILDING INSPECTION FUND							
02/07/2017	AP	1576(E)*#	ELAN	2016 CREDIT CARD PURCHASES	726.050	371	322.98
				2016 CREDIT CARD PURCHASES	726.050	371	575.05
CHECK AP 1576(E) TOTAL FOR FUND 249:							898.03

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 249 BUILDING INSPECTION FUND							
				Total for fund 249 BUILDING INSPECTION FUND			898.03
Fund: 256 REGISTER OF DEEDS AUTOMATION							
02/07/2017	AP	65015*	DEKETO LLC	JANUARY 2017	920.410	215	825.33
02/07/2017	AP	65017	GRAPHIC SCIENCES INC	FILM ROD	726.000	215	137.37
				Total for fund 256 REGISTER OF DEEDS AUTOMATION			962.70
Fund: 261 911 SERVICE FUND							
02/07/2017	AP	65016	FRONTIER	ACCT#231-189-0447-031698-5	930.210	427	376.81
02/07/2017	AP	65022	MICHIGAN STATE POLICE BFS-CASHIERS	INV#551-480136 CUST ID#16138	940.010	427	234,073.50
02/07/2017	AP	65034*#	VERIZON WIRELESS	INV#9778440615	930.210	427	155.86
				Total for fund 261 911 SERVICE FUND			234,606.17
Fund: 263 CONCEALED PISTOL LICENSING FUND							
02/07/2017	AP	65018	IDENTISYS	COLOR RIBBON CPL PRINTER	476.050	030	165.79
				Total for fund 263 CONCEALED PISTOL LICENSING FUND			165.79
Fund: 281 AIRPORT							
02/07/2017	AP	1576(E)*#	ELAN	JANUARY 2017 CREDIT CARD PURCHASES	726.000	537	14.84
				JANUARY 2017 CREDIT CARD PURCHASES	726.050	537	1,510.68
				CHECK AP 1576(E) TOTAL FOR FUND 281:			<u>1,525.52</u>
02/07/2017	AP	65037	CITY OF GAYLORD	AIRPORT WATER 1100 AERO DR	920.200	537	51.38
				Total for fund 281 AIRPORT			1,576.90
Fund: 282 AIRPORT SPECIAL EVENTS FUND							
02/07/2017	AP	1576(E)*#	ELAN	2016 CREDIT CARD PURCHASES	726.050	537	70.82
				Total for fund 282 AIRPORT SPECIAL EVENTS FUND			70.82
Fund: 292 CHILD CARE FUND							
02/07/2017	AP	65026	SATELLITE TRACKING OF PEOPLE LLC	JUNE 2016 JUVENILE TETHER 6/1/16 TO 6/21/16	940.010	662	99.75
				Total for fund 292 CHILD CARE FUND			99.75
Fund: 516 DELINQUENT TAX REVOLVING							
02/07/2017	AP	1576(E)*#	ELAN	ACTIVITY 12/14/16-12/31/16	726.000	253	690.00
02/07/2017	AP	65012	CORELOGIC TAX SERVICES LLC	OVERPAYMENT 011-120-000-026-00	694.000	030	5.79
02/07/2017	AP	65025	OTSEGO LAKE TWP TREASURER	PAYMENT OF 2016 TAXES	694.000	030	22.78
02/07/2017	AP	65032	SUSAN KOZAK, TRUSTEE	OVERPAYMENT ON 011-130-009-021-00 REISSUE OF 63252	694.000	030	28.87

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 516 DELINQUENT TAX REVOLVING				Total for fund 516 DELINQUENT TAX REVOLVING			747.44
Fund: 588 TRANSPORTATION FUND							
02/07/2017	AP	65034*#	VERIZON WIRELESS	9779077217 JANUARY	930.210	697	5.58
				Total for fund 588 TRANSPORTATION FUND			5.58
Fund: 645 ADMINISTRATIVE SERVICES							
02/07/2017	AP	1576(E)*#	ELAN	2016 CREDIT CARD PURCHASES	930.450	172	6.45
				2016 CREDIT CARD PURCHASES	930.450	172	6.45
				2016 CREDIT CARD PURCHASES	930.450	172	6.45
				2016 CREDIT CARD PURCHASES	930.450	172	6.45
				JANUARY 2017 CREDIT CARD PURCHASES	930.450	172	6.45
				JANUARY 2017 CREDIT CARD PURCHASES	930.450	172	22.95
				JANUARY 2017 CREDIT CARD PURCHASES	930.450	172	6.45
				JANUARY 2017 CREDIT CARD PURCHASES	930.450	172	6.45
				2016 CREDIT CARD PURCHASES	970.430	172	495.00
				CHECK AP 1576(E) TOTAL FOR FUND 645:			<u>563.10</u>
				Total for fund 645 ADMINISTRATIVE SERVICES			563.10
Fund: 701 GENERAL AGENCY							
02/07/2017	AP	65010	46TH CIRCUIT TRIAL COURT	VICTIM CLAYTON STIMMER: REST PMT BY DARRELL HOOKER 10-236:271.130		000	30.00
02/07/2017	AP	65027	STATE OF MICHIGAN	UNCLAIMED RESTITUTION TO BE TURNED OVER TO CRIME VICTIM FI271.130		000	208.00
02/07/2017	AP	65028	STATE OF MICHIGAN	JANUARY 2017 CIRCUIT COURT M/E	228.037	000	432.06
				JANUARY 2017 CIRCUIT COURT M/E	228.042	000	260.00
				JANUARY 2017 CIRCUIT COURT M/E	228.057	000	50.00
				JANUARY 2017 CIRCUIT COURT M/E	228.058	000	1,666.00
				JANUARY 2017 CIRCUIT COURT M/E	228.059	000	134.00
				JANUARY 2017 CIRCUIT COURT M/E	228.560	000	350.00
				CHECK AP 65028 TOTAL FOR FUND 701:			<u>2,892.06</u>
02/07/2017	AP	65029	STATE OF MICHIGAN	JANUARY 2017 M/E	228.006	000	615.80
				JANUARY 2017 M/E	228.042	000	140.00
				JANUARY 2017 M/E	228.058	000	1,076.00
				JANUARY 2017 M/E	228.059	000	50.00
				JANUARY 2017 M/E	228.560	000	200.00
				CHECK AP 65029 TOTAL FOR FUND 701:			<u>2,081.80</u>
02/07/2017	AP	65031	STATE OF MICHIGAN	JANUARY 2017 MONTH END	228.005	000	8.00

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 701 GENERAL AGENCY							
				Total for fund 701 GENERAL AGENCY			5,219.86
Fund: 704 PAYROLL IMPREST FUND							
02/07/2017	AP	1577(E)	MUNICIPAL EMPLOYEES RETIREMENT SYST	JANUARY 2017 COURT MERS	231.700	000	11,743.42
02/07/2017	AP	1578(E)	MUNICIPAL EMPLOYEES RETIREMENT SYST	JANUARY 2017 COURT MERS HYBRID DEFINED CONT	231.700	000	976.61
02/07/2017	AP	65020	INTERNAL REVENUE SERVICE	OCT - DEC 2016 ADJUSTMENT	229.001	000	65.64
02/07/2017	AP	65023	MUTUAL OF OMAHA	INV#000608878023	231.870	000	3,224.80
				Total for fund 704 PAYROLL IMPREST FUND			16,010.47
TOTAL - ALL FUNDS							384,383.41

**-INDICATES CHECK DISTRIBUTED TO MORE THAN ONE FUND

#-INDICATES CHECK DISTRIBUTED TO MORE THAN ONE DEPARTMENT

CHECK DISBURSEMENT REPORT FOR COUNTY OF OTSEGO
 CHECK DATE FROM 02/07/2017 - 02/07/2017

Check Date	Bank	Check #	Payee	Description	GL #	Amount
02/07/2017	AP	1575(E)	CONSUMERS ENERGY	100060707310 JAN 2017	212-430-930.620	924.40
02/07/2017	AP	1576(E)	ELAN	2016 CREDIT CARD PURCHASES	101-101-930.500	108.91
		1576(E)		ACTIVITY 12/14/16-12/31/16	101-131-726.000	385.00
		1576(E)		JANUARY 2017 CREDIT CARD PURCHASES	101-131-930.450	100.80
		1576(E)		2016 CREDIT CARD PURCHASES	101-131-930.500	91.16
		1576(E)		JANUARY 2017 CREDIT CARD PURCHASES	101-145-726.000	170.00
		1576(E)		2016 CREDIT CARD PURCHASES	101-149-726.000	33.03
		1576(E)		JANUARY 2017 CREDIT CARD PURCHASES	101-267-801.020	10.00
		1576(E)		2016 CREDIT CARD PURCHASES	101-268-726.000	228.60
		1576(E)		SHERIFF CC 12/14/16-01/13/17	101-301-726.000	289.83
		1576(E)		SHERIFF CC 12/14/16-01/13/17	101-301-930.600	39.99
		1576(E)		SHERIFF CC 12/14/16-01/13/17	101-351-726.030	42.64
		1576(E)		SHERIFF CC 12/14/16-01/13/17	101-351-930.700	28.23
		1576(E)		2016 CREDIT CARD PURCHASES	208-752-726.000	169.67
		1576(E)		JANUARY 2017 CREDIT CARD PURCHASES	212-430-726.046	64.99
		1576(E)		ACTIVITY 12/14/16-12/31/16	215-141-726.000	95.00
		1576(E)		2016 CREDIT CARD PURCHASES	249-371-726.050	898.03
		1576(E)		JANUARY 2017 CREDIT CARD PURCHASES	281-537-726.000	14.84
		1576(E)		JANUARY 2017 CREDIT CARD PURCHASES	281-537-726.050	1,510.68
		1576(E)		2016 CREDIT CARD PURCHASES	282-537-726.050	70.82
		1576(E)		ACTIVITY 12/14/16-12/31/16	516-253-726.000	690.00
		1576(E)		2016 CREDIT CARD PURCHASES	645-172-930.450	68.10
		1576(E)		2016 CREDIT CARD PURCHASES	645-172-970.430	495.00
						5,605.32
02/07/2017	AP	1577(E)	MUNICIPAL EMPLOYEES RETIREMENT SYST	JANUARY 2017 COURT MERS	704-000-231.700	11,743.42
02/07/2017	AP	1578(E)	MUNICIPAL EMPLOYEES RETIREMENT SYST	JANUARY 2017 COURT MERS HYBRID DEFINED CONT	704-000-231.700	976.61
02/07/2017	AP	65010	46TH CIRCUIT TRIAL COURT	VICTIM CLAYTON STIMMER: REST PMT BY DARRELL HOOKER 10	701-000-271.130	30.00
02/07/2017	AP	65011	ANDREW SAMKOWIAK	JANUARY 2017 WEEKEND DRUG TESTER: JAN. 16, 21, 22	101-133-940.010	120.00
02/07/2017	AP	65012	CORELOGIC TAX SERVICES LLC	OVERPAYMENT 011-120-000-026-00	516-030-694.000	5.79
02/07/2017	AP	65013	CRAWFORD COUNTY TREASURER	DECEMBER 2016 TRI-COUNTY EXPENSE	101-131-940.111	14,200.04
		65013		DECEMBER 2016 TRI-COUNTY EXPENSE	215-141-940.111	1,559.14
						15,759.18
02/07/2017	AP	65014	CROSSROADS INDUSTRIES	INV#17543	101-101-920.410	35.00
		65014		INV#17541	101-149-726.000	45.00
		65014		INV#17543	101-215-920.410	25.00

CHECK DISBURSEMENT REPORT FOR COUNTY OF OTSEGO
 CHECK DATE FROM 02/07/2017 - 02/07/2017

Check Date	Bank	Check #	Payee	Description	GL #	Amount
		65014		INV#17543	101-267-920.410	35.00
		65014		INV#17543	101-301-920.410	35.00
						<hr/> 175.00
02/07/2017	AP	65015	DEKETO LLC	JANUARY 2017	101-215-920.410	412.67
		65015		JANUARY 2017	256-215-920.410	825.33
						<hr/> 1,238.00
02/07/2017	AP	65016	FRONTIER	ACCT#231-189-0447-031698-5	261-427-930.210	376.81
02/07/2017	AP	65017	GRAPHIC SCIENCES INC	FILM ROD	256-215-726.000	137.37
02/07/2017	AP	65018	IDENTISYS	COLOR RIBBON CPL PRINTER	263-030-476.050	165.79
02/07/2017	AP	65019	IMAGE FACTORY INC	INVOICE #42496 BUSINESS CARDS	101-332-726.000	35.00
02/07/2017	AP	65020	INTERNAL REVENUE SERVICE	OCT - DEC 2016 ADJUSTMENT	704-000-229.001	65.64
02/07/2017	AP	65021	MASON COUNTY CLERK	13-14751-DM LEEMON VS BISHOP	101-215-626.030	150.00
02/07/2017	AP	65022	MICHIGAN STATE POLICE BFS-CASHIERS	INV#551-480136 CUST ID#16138	261-427-940.010	234,073.50
02/07/2017	AP	65023	MUTUAL OF OMAHA	INV#000608878023	704-000-231.870	3,224.80
02/07/2017	AP	65024	OTSEGO COUNTY TITLE	INV# GYL16-09231400 TITLE FEE PROJECT # HO-0812-130680, MS 233-690-940.010		226.00
02/07/2017	AP	65025	OTSEGO LAKE TWP TREASURER	PAYMENT OF 2016 TAXES	516-030-694.000	22.78
02/07/2017	AP	65026	SATELLITE TRACKING OF PEOPLE LLC	JUNE 2016 JUVENILE TETHER 6/1/16 TO 6/21/16	292-662-940.010	99.75
02/07/2017	AP	65027	STATE OF MICHIGAN	UNCLAIMED RESTITUTION TO BE TURNED OVER TO CRIME VICT	701-000-271.130	208.00
02/07/2017	AP	65028	STATE OF MICHIGAN	JANUARY 2017 CIRCUIT COURT M/E	701-000-228.037	432.06
		65028		JANUARY 2017 CIRCUIT COURT M/E	701-000-228.042	260.00
		65028		JANUARY 2017 CIRCUIT COURT M/E	701-000-228.057	50.00
		65028		JANUARY 2017 CIRCUIT COURT M/E	701-000-228.058	1,666.00
		65028		JANUARY 2017 CIRCUIT COURT M/E	701-000-228.059	134.00
		65028		JANUARY 2017 CIRCUIT COURT M/E	701-000-228.560	350.00
						<hr/> 2,892.06
02/07/2017	AP	65029	STATE OF MICHIGAN	JANUARY 2017 M/E	701-000-228.006	615.80
		65029		JANUARY 2017 M/E	701-000-228.042	140.00
		65029		JANUARY 2017 M/E	701-000-228.058	1,076.00
		65029		JANUARY 2017 M/E	701-000-228.059	50.00
		65029		JANUARY 2017 M/E	701-000-228.560	200.00

CHECK DISBURSEMENT REPORT FOR COUNTY OF OTSEGO
 CHECK DATE FROM 02/07/2017 - 02/07/2017

Check Date	Bank	Check #	Payee	Description	GL #	Amount
						2,081.80
02/07/2017	AP	65030	STATE OF MICHIGAN	ADD'L PRINCIPAL ONLY BROWNFIELD PAYMENT	243-906-990.100-ELMERS0000	86,661.18
02/07/2017	AP	65031	STATE OF MICHIGAN	JANUARY 2017 MONTH END	701-000-228.005	8.00
02/07/2017	AP	65032	SUSAN KOZAK, TRUSTEE	OVERPAYMENT ON 011-130-009-021-00 REISSUE OF 63252	516-030-694.000	28.87
02/07/2017	AP	65033	THOR CONTRACTING, INC	PROJECT #HO-0812-130888 MSP/OWNER FUNDS, 50% COMPLETE	233-690-940.010	16,906.00
02/07/2017	AP	65034	VERIZON WIRELESS	INV#9778440615	261-427-930.210	155.86
		65034		9779077217 JANUARY	588-697-930.210	5.58
						161.44
02/07/2017	AP	65035	WALMART COMMUNITY GEMB	1935 4975	212-430-726.000	149.52
02/07/2017	AP	65036	WAYNE BENTLEY	JANUARY 2017 WEEKEND DRUG TESTER: JAN.28, 29	101-133-940.010	80.00
02/07/2017	AP	65037	CITY OF GAYLORD	AIRPORT WATER 1100 AERO DR	281-537-920.200	51.38
			TOTAL - ALL FUNDS	TOTAL OF 32 CHECKS		384,383.41

**OTSEGO COUNTY
Board of Commissioners**



EXECUTIVE SUMMARY

AGENDA ITEM: February 14, 2017 Warrant	AGENDA DATE: February 14, 2017
AGENDA PLACEMENT: New Business, A. Financials, Item 3.	ACTION REQUESTED: Motion to Approve
STAFF CONTACT(S): Rachel Frisch, Finance Director/Assistant 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 February 14, 2017 Warrant in the amount of \$259,402.41.

RECOMMENDATION:

Staff requests approval of the warrants detailed above with a total amount of \$259,402.41.

CHECK DISBURSEMENT REPORT FOR COUNTY OF OTSEGO
 CHECK DATE FROM 02/14/2017 - 02/14/2017

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 101 GENERAL FUND							
02/14/2017	AP	1582(A)	US POSTAL SERVICE-CAPS SVC CENTER	JURY SUMMONS MAILING	930.450	145	300.00
02/14/2017	AP	65040	87-A DISTRICT COURT- IMPREST CASH	PEOPLE V THOMAS QUICK JR PRELIEM ON 1/12/17	930.940	131	8.50
				PEOPLE V THOMAS QUICK JR. PRELIEM ON 1/12/17	930.940	131	11.50
				PEOPLE V MITCHEL TOFOYA-MARTINEZ PRELIEM ON 1/19/17	930.940	131	13.90
				CHECK AP 65040 TOTAL FOR FUND 101:			<u>33.90</u>
02/14/2017	AP	65046	ALLIE BROTHERS UNIFORMS	INV# 64195 UNIFORM SHIRTS FOR KEITH STERLY	726.046	302	279.60
02/14/2017	AP	65049	AMBASSADOR COMPANY	AMBASSADOR BOOKS FOR CHILDREN	726.000	301	360.00
02/14/2017	AP	65056	BROCK ARTFITCH	JANUARY 2017	801.020	648	100.00
02/14/2017	AP	65058#	BS&A SOFTWARE INC	ANNUAL SERVICE P.R.E. SYSTEM AND TAX SYSTEM	920.410	257	2,601.00
02/14/2017	AP	65059	CDW GOVERNMENT INC	WIRELESS KEYBOARD COMBO	726.000	131	37.99
02/14/2017	AP	65065	CIVIL STAFFING RESOURCES LLC	PERSONAL SERVICE PREPAYMENT - AISHA WINBUSH	930.450	131	28.00
02/14/2017	AP	65066	COUNTY EQUALIZATION SERVICES	INV# 201704 (JANUARY 2017)	801.025	257	5,000.00
02/14/2017	AP	65068	CURTISS REPORTING CORP	INV 17617; 1-10-2017, J. COOK TRANSCRIPT OF 11-17-2016	726.000	267	10.50
02/14/2017	AP	65070	DANIEL PHILLIPS	JANUARY 2017	801.020	648	100.00
				JANUARY 2017	801.020	648	387.50
				JANUARY 2017	930.500	648	35.00
				CHECK AP 65070 TOTAL FOR FUND 101:			<u>522.50</u>
02/14/2017	AP	65072	DE LAGE LANDEN PUBLIC FINANCE	FEBRUARY 2017 COURT COPIER LEASE PAYMENT	920.520	131	104.77
02/14/2017	AP	65076	DIANA M BOYD	GUARDIANSHIP REVIEW ON 1/10/17	930.500	131	10.25
				GUARDIANSHIP REVIEW ON 1/25/17	930.500	131	3.00
				GUARDIANSHIP REVIEWON 1/31/17	930.500	131	6.00
				GUARDIANSHIP REVIEW ON 1/10/17	930.830	131	30.00
				GUARDIANSHIP REVIEW ON 1/25/17	930.830	131	30.00
				GUARDIANSHIP REVIEWON 1/31/17	930.830	131	30.00
				CHECK AP 65076 TOTAL FOR FUND 101:			<u>109.25</u>
02/14/2017	AP	65078	DOMAIN LISTINGS	#282-1848 ANNUAL WEBSITE LISTING	801.020	228	228.00
02/14/2017	AP	65081	DOUGLAS HEMPENSTALL	JAN. 2017 (ON CALL)	801.020	648	100.00

CHECK DISBURSEMENT REPORT FOR COUNTY OF OTSEGO
 CHECK DATE FROM 02/14/2017 - 02/14/2017

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 101 GENERAL FUND							
02/14/2017	AP	65082	DR MICHAEL MCNAMARA DO	VOUCHER#1 (01/01/17 - 06/30/17)	801.020	648	5,000.00
02/14/2017	AP	65083*#	DUNNS	AVERY LABELS, CLASP ENVELOPES	726.000	131	39.13
				COOPER STAMPS	726.000	131	46.00
				COOPER STAMPS	726.000	131	69.00
				4 PART PAPER	726.000	131	545.00
				JANUARY 2017 COPY FEES & MAINTENANCE AGREEMENT	920.520	131	129.28
				AVERY LABELS, CLASP ENVELOPES	940.111	131	24.70
				JANUARY 2017 CIRCUIT SECRETARY COPY FEES & MAINTENANCE A	940.111	131	29.54
				INV 845420 & 844612, DEP. 406, TONER, STAPLES, TAPE	726.000	267	173.08
				INV 842881,842870,842870,C-842870,833933,C-815321,832991, C-80791	726.000	268	479.15
				ACCT# 2647 COPIER CONTRACT, MONTH END 01/31/17	920.410	682	28.64
				CHECK AP 65083 TOTAL FOR FUND 101:			1,563.52
02/14/2017	AP	65088*#	EMPIRIC SOLUTIONS INC	INV#7256 & 7257	801.020	131	904.15
				INV#7256 & 7257	801.020	228	714.47
				INV#7256 & 7257	801.030	228	2,345.85
				CHECK AP 65088 TOTAL FOR FUND 101:			3,964.47
02/14/2017	AP	65096*#	GAYLORD DRY CLEANERS	GAYLORD DRY CLEANERS LOT RENT FOR 2017	920.410	301	89.00
				DRY CLEANING BILL 1/1/17 ROAD/CIVILJAIL	920.410	301	107.00
				GAYLORD DRY CLEANERS LOT RENT FOR 2017	920.410	302	117.00
				DRY CLEANING BILL 1/1/17 ROAD/CIVILJAIL	920.410	302	40.00
				GAYLORD DRY CLEANERS LOT RENT FOR 2017	920.410	334	27.00
				GAYLORD DRY CLEANERS LOT RENT FOR 2017	920.410	351	117.00
				DRY CLEANING BILL 1/1/17 ROAD/CIVILJAIL	920.410	351	8.50
				CHECK AP 65096 TOTAL FOR FUND 101:			505.50
02/14/2017	AP	65097*#	GAYLORD FORD	INV#97243 REPAIR/REPLACE SENSOR ON SEATBELT CAR #693	726.050	301	331.62
				INV# 97497 OIL CHANGE CAR # 694	726.050	301	33.86
				CHECK AP 65097 TOTAL FOR FUND 101:			365.48
02/14/2017	AP	65098	GENESEE COUNTY MEDICAL EXAMINER	INV# A69-16-2026 (AUTOPSY-11/16/2016)	930.920	648	1,230.00
02/14/2017	AP	65107*#	IMAGE FACTORY INC	LETTERHEAD	726.000	131	99.00
				INV#42484	726.000	648	80.00
				CHECK AP 65107 TOTAL FOR FUND 101:			179.00

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 CHECK DATE FROM 02/14/2017 - 02/14/2017

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 101 GENERAL FUND							
02/14/2017	AP	65112*#	JIM WERNIG INC	INV# 125398 OIL CHANGE TAHOE	920.400	301	56.32
02/14/2017	AP	65114*#	JOHNSON OIL COMPANY	INV#000047075 NEW BATTERY CAR #693	726.050	301	155.95
				VEHICLE OIL CHANGES #377487/370853/44994	920.400	351	73.95
				CHECK AP 65114 TOTAL FOR FUND 101:			<u>229.90</u>
02/14/2017	AP	65116*#	JUNE ELIZABETH GREVE	FEBRUARY 2017 COURT CLEANING FEE	726.025	131	150.00
02/14/2017	AP	65117	JUSTIN HOLZSCHU	JANUARY 2017	801.020	648	870.00
				JANUARY 2017	801.020	648	100.00
				JANUARY 2017	930.500	648	26.00
				CHECK AP 65117 TOTAL FOR FUND 101:			<u>996.00</u>
02/14/2017	AP	65120	KENMAR COMPANY	INMATE FILE JACKETS #80053	726.000	351	49.00
02/14/2017	AP	65121	KERRIE JO DAENZER	GUARDIANSHIP AD LITEM VISIT ON 1/31/17	930.500	131	17.40
				GUARDIAN AD LITEM VISIT ON 1/26/17	930.500	131	17.90
				GUARDIANSHIP AD LITEM VISIT ON 1/31/17	930.830	131	30.00
				GUARDIAN AD LITEM VISIT ON 1/26/17	930.830	131	30.00
				CHECK AP 65121 TOTAL FOR FUND 101:			<u>95.30</u>
02/14/2017	AP	65125	KRISTAN NEWHOUSE	DEFERMENTHEARING ON 1/9/17	801.022	131	75.00
				DEFERRAL MEETING ON 1/12/17 & COMMITMENT HEARING ON 1/17/17	801.022	131	150.00
				CHECK AP 65125 TOTAL FOR FUND 101:			<u>225.00</u>
02/14/2017	AP	65127	MAKE IT MINE DESIGN	INV#4973	726.000	648	279.98
02/14/2017	AP	65129	MARVIN CARLSON	JANUARY 2017	801.020	648	950.00
				JANUARY 2017	801.020	648	100.00
				JANUARY 2017	930.500	648	69.00
				CHECK AP 65129 TOTAL FOR FUND 101:			<u>1,119.00</u>
02/14/2017	AP	65131	MCAA - ATTN: TABITHA WEDGE	VICTORIA COURTERIER - 2017 MEMBERSHIP DUES	930.600	131	75.00
02/14/2017	AP	65133	METCOM, INC	CIA-07 DEFAULT CARDS	726.000	131	142.93
02/14/2017	AP	65135#	MGT OF AMERICA, INC	INV 29220, IV-E; INV 29329, IV-D; OCT NOV DEC '16 BILLINGS	920.410	267	750.00

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 CHECK DATE FROM 02/14/2017 - 02/14/2017

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 101 GENERAL FUND							
				INV 29220, IV-E; INV 29329, IV-D; OCT NOV DEC '16 BILLINGS	920.410	268	1,100.00
				CHECK AP 65135 TOTAL FOR FUND 101:			<u>1,850.00</u>
02/14/2017	AP	65136	MICHIGAN ASSESSORS ASSOCIATION	2017 MAA DUES MARK/DENISE	930.600	257	150.00
02/14/2017	AP	65138	MICHIGAN POLICE EQUIPMENT CO	INV#167300 4 GLOCK 31 DUTY PISTOLS	726.046	301	1,671.00
02/14/2017	AP	65142	MISTER T'S GLASS	INV# A06839 CHIP REPAIR WINDSHIELD CAR 695	726.050	301	50.00
02/14/2017	AP	65143	MSUE BUSINESS OFFICE	INV#1 OTSEGO 2017	940.010	261	10,345.50
02/14/2017	AP	65144*#	NETWORKFLEET INC	INVE0140252 NETWORKFLEET GPS DIAGNOSTICS FOR PATROL CAR:	920.410	301	915.70
02/14/2017	AP	65150	NORTHERN IMAGING ASSOCIATES PC	INMATE MEDICAL SERVICE	930.470	351	572.00
02/14/2017	AP	65151*#	NORTHERN MICHIGAN REVIEW	INV#13117 ACCT#185818	930.300	101	50.88
				ADVERTISEMENT - PUBLIC NOTICES	930.300	721	180.38
				CHECK AP 65151 TOTAL FOR FUND 101:			<u>231.26</u>
02/14/2017	AP	65154	NORTHWEST MICHIGAN COMMUNITY HEALTH	INMATE DENTAL SERVICES	930.470	351	737.00
02/14/2017	AP	65155	NYE UNIFORM COMPANY	INV#585609 PANTS/SHIRT/BRASS/NAME TAG/TIE FOR K.STERLY	726.046	302	59.00
				INV#585609 PANTS/SHIRT/BRASS/NAME TAG/TIE FOR K.STERLY	726.046	302	50.05
				INV#585609 PANTS/SHIRT/BRASS/NAME TAG/TIE FOR K.STERLY	726.046	302	12.00
				INV#585609 PANTS/SHIRT/BRASS/NAME TAG/TIE FOR K.STERLY	726.046	302	22.00
				INV#585609 PANTS/SHIRT/BRASS/NAME TAG/TIE FOR K.STERLY	726.046	302	12.67
				CHECK AP 65155 TOTAL FOR FUND 101:			<u>155.72</u>
02/14/2017	AP	65157*#	OMH MEDICAL GROUP & MEDCAR WALKIN	ACCT#60162	940.010	267	65.00
02/14/2017	AP	65158*#	OMS COMPLIANCE SERVICES INC	INV 86132; DATE 12-28-2016; PRE-EMPLOY DRUG TEST= CURRAN	940.010	267	79.50
				INV 86413; DATE 1-30-17; PRE-EMPLOY. DRUG TEST- PANCI	940.010	267	79.50
				CHECK AP 65158 TOTAL FOR FUND 101:			<u>159.00</u>
02/14/2017	AP	65161*#	OTSEGO COUNTY BUS SYSTEM	JANUARY 2017 DRUG COURT BUS	930.500	133	246.00
02/14/2017	AP	65162	OTSEGO COUNTY EMS	INVOICES FOR MORGUE/MILEAGE	726.000	648	25.00
				INVOICES FOR MORGUE/MILEAGE	726.000	648	80.00
				INVOICES FOR MORGUE/MILEAGE	930.460	648	465.00

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Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 101 GENERAL FUND							
				INVOICES FOR MORGUE/MILEAGE	930.460	648	250.00
				INVOICES FOR MORGUE/MILEAGE	930.460	648	465.00
				INVOICES FOR MORGUE/MILEAGE	930.460	648	419.50
				INVOICES FOR MORGUE/MILEAGE	930.460	648	445.50
				INVOICES FOR MORGUE/MILEAGE	930.460	648	419.50
				INVOICES FOR MORGUE/MILEAGE	930.460	648	1,184.50
				CHECK AP 65162 TOTAL FOR FUND 101:			<u>3,754.00</u>
02/14/2017	AP	65164#	OTSEGO MEMORIAL HOSPITAL	INMATE MEDICAL SERVICES CLOSEOUT 2016	930.470	351	4,670.00
				PATIENT CTRL# VAJ34531	930.920	648	207.00
				CHECK AP 65164 TOTAL FOR FUND 101:			<u>4,877.00</u>
02/14/2017	AP	65165	OTSEGO MEMORIAL HOSPITAL CLINIC PHY	INMATE MEDICAL 2016 CLOSEOUT	930.470	351	231.50
02/14/2017	AP	65166	OTSEGO MEMORIAL- LAB	V106705809 (LAB CHARGES)	801.020	648	233.00
02/14/2017	AP	65172*#	QUILL CORPORATION	COPY PAPER, FILE FOLDERS	726.000	131	139.26
				JIFFYLITE MAILERS	940.111	131	23.52
				CHECK AP 65172 TOTAL FOR FUND 101:			<u>162.78</u>
02/14/2017	AP	65183*#	STAPLES BUSINESS ADVANTAGE	INV#3327279253 & 7169033932-000-001	106.000	000	33.03
				INV#3328892303	726.000	101	17.79
				INV#3327279253 & 7169033932-000-001	726.000	257	8.99
				INV. 8042241934, 8042145534, 8042338476;	726.000	267	1,510.97
				CHECK AP 65183 TOTAL FOR FUND 101:			<u>1,570.78</u>
02/14/2017	AP	65190	TELEPHONE SUPPORT SYSTEMS INC	INV. 41761; SERVICE ON 1-23-17, PHONE ISSUES	920.400	267	276.00
02/14/2017	AP	65192	THOMAS J PUDVAN	JANUARY 2017 EXPENSES	726.000	648	8.35
				JANUARY 2017 EXPENSES	801.020	648	416.67
				JANUARY 2017 EXPENSES	801.020	648	645.00
				JANUARY 2017 EXPENSES	801.020	648	100.00
				JANUARY 2017 EXPENSES	930.210	648	40.00
				JANUARY 2017 EXPENSES	930.460	648	350.00
				JANUARY 2017 EXPENSES	930.500	648	36.00
				CHECK AP 65192 TOTAL FOR FUND 101:			<u>1,596.02</u>
02/14/2017	AP	65200*#	UCMAN	INV#5414 (CONNECTIVITY-FIBER)	930.240	864	800.00

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Fund: 101 GENERAL FUND							
02/14/2017	AP	65201*	UNITED COUNTY OFFICERS ASSOCIATION	2017 UCOA DUES	930.600	253	60.00
02/14/2017	AP	65203	US POSTAL SERVICE	POSTAGE METER ACCT# 41665563	103.000	000	1,200.00
02/14/2017	AP	65204*#	VERIZON WIRELESS	ACCT#483106843-00001 INV#9779216422	930.230	301	146.76
				ACCT#483106843-00001 INV#9779216422	930.230	351	48.92
				CHECK AP 65204 TOTAL FOR FUND 101:			<u>195.68</u>
02/14/2017	AP	65205	VERIZON WIRELESS	283104123-00001 JANUARY 2017	930.210	131	14.98
				Total for fund 101 GENERAL FUND			58,161.83
Fund: 205 WORK CAMP							
02/14/2017	AP	65096*#	GAYLORD DRY CLEANERS	DRY CLEANING BILL 1/1/17 ROAD/CIVIL/JAIL	920.410	301	20.00
02/14/2017	AP	65114*#	JOHNSON OIL COMPANY	VEHICLE OIL CHANGES #377487/370853/44994	920.400	301	63.90
02/14/2017	AP	65204*#	VERIZON WIRELESS	ACCT#483106843-00001 INV#9779216422	930.230	301	97.84
				Total for fund 205 WORK CAMP			181.74
Fund: 208 PARKS AND RECREATION							
02/14/2017	AP	1580(E)*#	DTE ENERGY	GAS BILL	930.610	752	588.70
02/14/2017	AP	65050*#	AMERICAN WASTE	1830807 GARBAGE BILL	920.200	752	82.40
02/14/2017	AP	65051	ARCHITECTURAL SYSTEMS GROUP	6643 CONTROLLER FOR SCOREBOARD	726.000	752	645.00
02/14/2017	AP	65061*#	CHARTER COMMUNICATIONS	CABLE AND PHONE BILL	726.000	752	90.17
				CABLE AND PHONE BILL	930.210	752	29.99
				CHECK AP 65061 TOTAL FOR FUND 208:			<u>120.16</u>
02/14/2017	AP	65063	CHOICE PUBLICATIONS	CENTER ADS	930.300	752	48.00
				CENTER ADS	930.300	752	48.00
				CENTER ADS	930.300	752	48.00
				CENTER ADS	930.300	752	48.00
				CHECK AP 65063 TOTAL FOR FUND 208:			<u>192.00</u>
02/14/2017	AP	65064	CITY OF GAYLORD	WATER BILL	920.200	752	60.59

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Fund: 208 PARKS AND RECREATION							
02/14/2017	AP	65067	CRAIG OAKLEY	VB REFUND	626.030	442	280.00
02/14/2017	AP	65083*#	DUNNS	TONER, FOLDERS, PHONE CORD	726.000	752	40.74
				TONER, FOLDERS, PHONE CORD	726.000	752	217.74
				TONER, FOLDERS, PHONE CORD	726.000	752	4.75
				TONER, FOLDERS, PHONE CORD	726.000	752	47.06
				CHECK AP 65083 TOTAL FOR FUND 208:			<u>310.29</u>
02/14/2017	AP	65085	ECOLAB	4471529 GLASS, SURFACE, FLOOR CLEANERS	726.025	752	184.41
02/14/2017	AP	65099*#	GILL ROYS HARDWARE	SUPPLIES	726.000	752	40.96
				SUPPLIES	726.000	752	28.96
				SUPPLIES	726.025	752	21.74
				CHECK AP 65099 TOTAL FOR FUND 208:			<u>91.66</u>
02/14/2017	AP	65114*#	JOHNSON OIL COMPANY	GASOLINE, FIX LEAK IN TIRE	726.000	752	18.00
02/14/2017	AP	65128	MARVAC	M92078281 CAMP AD	930.300	751	575.00
02/14/2017	AP	65167	OTSEGO OUTDOOR MAINTENANCE LLC	6843 SNOW PLOWING JANUARY	920.320	752	316.00
02/14/2017	AP	65181	SPORT SUPPLY GROUP - YOUTH DIVISION	98684772 BB CART, VB CART, NET STRAPS	726.040	752	410.97
				VB ANTENNAS	726.040	752	32.99
				CHECK AP 65181 TOTAL FOR FUND 208:			<u>443.96</u>
02/14/2017	AP	65188	SYSCO - GRAND RAPIDS	168081931 PAPER TOWEL	726.025	752	93.35
02/14/2017	AP	65200*#	UCMAN	5396 WIRELESS INTERNET	726.000	752	59.95
02/14/2017	AP	65204*#	VERIZON WIRELESS	ACCT#483106843-00001 INV#9779216422	930.230	751	45.54
				ACCT#483106843-00001 INV#9779216422	930.230	752	45.54
				CHECK AP 65204 TOTAL FOR FUND 208:			<u>91.08</u>
02/14/2017	AP	65210*#	WILBER AUTOMOTIVE SUPPLY INC	TRUCK DOOR PINS	726.050	752	10.49
				Total for fund 208 PARKS AND RECREATION			4,163.04
Fund: 209 GROEN NATURE PRESERVE FUND							
02/14/2017	AP	65092*#	FRONTIER	GROEN PHONE BILL	930.210	751	90.79

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Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 209 GROEN NATURE PRESERVE FUND							
02/14/2017	AP	65101	GREAT LAKES ENERGY	GREAT LAKES ENERGY	930.620	751	147.79
02/14/2017	AP	65114*#	JOHNSON OIL COMPANY	GASOLINE, FIX LEAK IN TIRE	930.660	751	20.33
02/14/2017	AP	65180	SPARTAN SEWER & SEPTIC TANK SERVICE	PORTA JOHN RENTAL GROEN10207	726.000	751	51.00
Total for fund 209 GROEN NATURE PRESERVE FUND							309.91
Fund: 212 ANIMAL CONTROL							
02/14/2017	AP	1580(E)*#	DTE ENERGY	456939000067 JAN 2017	930.610	430	341.66
02/14/2017	AP	65043	ADVANCED APPLIANCE REPAIR LLC	DISHWASHER REPAIR AT SHELTER	726.050	430	75.00
02/14/2017	AP	65047	ALPINE ANIMAL HOSPITAL	JAN 2017	726.035	430	85.46
				JAN 2017	930.471	430	165.10
				JAN 2017	930.980	430	995.75
CHECK AP 65047 TOTAL FOR FUND 212:							<u>1,246.31</u>
02/14/2017	AP	65050*#	AMERICAN WASTE	1830803 FEB 2017	920.410	430	72.10
02/14/2017	AP	65083*#	DUNNS	846270	726.000	430	214.46
02/14/2017	AP	65093	GALLS INC AN ARAMARK CO	4303036 4309782 4394486 4724598 4866996 5955545 6383893	726.046	430	451.75
02/14/2017	AP	65097*#	GAYLORD FORD	96884 97304 FORD RANGER REPAIR	726.000	430	27.00
				96884 97304 FORD RANGER REPAIR	726.050	430	2,477.42
CHECK AP 65097 TOTAL FOR FUND 212:							<u>2,504.42</u>
02/14/2017	AP	65099*#	GILL ROYS HARDWARE	1612166541	726.000	430	9.99
02/14/2017	AP	65100	GORDON FOOD SERVICES	788207949	726.000	430	103.97
02/14/2017	AP	65102	HALL VETERINARY CLINIC	2016	726.035	430	466.41
				JAN 2017	726.035	430	85.52
				2016	930.471	430	554.21
				2016	930.980	430	3,654.29
				JAN 2017	930.980	430	560.00
CHECK AP 65102 TOTAL FOR FUND 212:							<u>5,320.43</u>

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Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 212 ANIMAL CONTROL							
02/14/2017	AP	65111	JEFFREY WEAVER	SALE OF CATTLE	673.002	050	4,401.39
02/14/2017	AP	65114*#	JOHNSON OIL COMPANY	378378 DODGE	726.000	430	37.98
02/14/2017	AP	65139	MID NORTH PRINTING INC	84926	930.400	430	43.75
02/14/2017	AP	65144*#	NETWORKFLEET INC	OSV602577	920.410	430	37.90
				JAN 2017 570816	920.410	430	22.00
				CHECK AP 65144 TOTAL FOR FUND 212:			<u>59.90</u>
02/14/2017	AP	65170	PIONEER PRODUCTS, INC	SI-89236	726.000	430	288.90
02/14/2017	AP	65200*#	UCMAN	INV 5413 FEB 2017	920.410	430	400.00
02/14/2017	AP	65209	WASH N GO MANAGEMENT INC	10954 JAN 2017	920.410	430	5.00
02/14/2017	AP	65212	ZOETIS	9003160822 9003160811	726.035	430	468.30
				Total for fund 212 ANIMAL CONTROL			16,045.31
Fund: 213 UNIVERSITY CENTER RESTRICTED							
02/14/2017	AP	65079*#	DOUG KASSUBA	INV#201701 (INSTALLATION AT UC)	700.000	806	300.00
				INV.#201705	700.000	806	675.00
				CHECK AP 65079 TOTAL FOR FUND 213:			<u>975.00</u>
02/14/2017	AP	65123	KIRTLAND COMMUNITY COLLEGE	UC PRORATION OF REMAINING UTILITIES/CUSTODIAL EXPENSES-DE	700.000	806	3,107.17
				UC UTILITIES,CUSTODIAL, MONTHLY JOINT COSTS-DEC. 2016	700.000	806	6,287.78
				CHECK AP 65123 TOTAL FOR FUND 213:			<u>9,394.95</u>
				Total for fund 213 UNIVERSITY CENTER RESTRICTED			10,369.95
Fund: 215 FRIEND OF THE COURT							
02/14/2017	AP	65073	DE LAGE LANDEN PUBLIC FINANCE	FEBRUARY 2017 FOC COPIER LEASE PAYMENT	920.520	141	80.74
02/14/2017	AP	65083*#	DUNNS	POLY FOLDERS, CLASP ENVELOPES	726.000	141	27.43
				JANUARY 2017 FOC COPY FEES & MAINTENANCE AGREEMENT	920.520	141	65.28
				CHECK AP 65083 TOTAL FOR FUND 215:			<u>92.71</u>
02/14/2017	AP	65088*#	EMPIRIC SOLUTIONS INC	MARCH 2017 FOC COMPASS MANAGEMENT FEE	801.020	141	379.00
02/14/2017	AP	65109	INTERPHASE OFFICE INTERIORS INC	CHAIR	726.000	141	350.90

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Fund: 215 FRIEND OF THE COURT							
02/14/2017	AP	65116*#	JUNE ELIZABETH GREVE	FEBRUARY 2017 FOC CLEANING FEE	726.025	141	150.00
02/14/2017	AP	65172*#	QUILL CORPORATION	TONER	726.000	141	258.98
Total for fund 215 FRIEND OF THE COURT							1,312.33
Fund: 226 RECYCLING FUND							
02/14/2017	AP	1579(E)*#	CONSUMERS ENERGY	ACCT# 1000 7028 9754	930.620	528	24.65
02/14/2017	AP	65048	ALPINE LANDSCAPE & SNOW LLC	SNOW REMOVAL (JAN. 1 -12, 2017)	940.010	528	770.00
				INV#13117	940.010	528	632.00
CHECK AP 65048 TOTAL FOR FUND 226:							1,402.00
02/14/2017	AP	65087	EMMET COUNTY DPW	INV#20217	940.010	528	24,092.56
02/14/2017	AP	65094*#	GAYLORD ARFF INC	INV#01313016-01 SNOW PLOWING	940.010	528	400.00
02/14/2017	AP	65147	NORTH EXCAVATING & ASPHALTING	INV#OC-1217-02	940.010	528	930.00
Total for fund 226 RECYCLING FUND							26,849.21
Fund: 232 HOUSING COMMISSION							
02/14/2017	AP	65083*#	DUNNS	ACCT# 2647 COPIER CONTRACT, MONTH END 01/31/17	920.410	690	28.63
Total for fund 232 HOUSING COMMISSION							28.63
Fund: 233 HUD GRANT FUND							
02/14/2017	AP	65122*#	KEVAN D FLORY	INITIAL INSPECTION HO-0812-132133 01/24/17 TOTAL REHAB	940.010	690	200.00
Total for fund 233 HUD GRANT FUND							200.00
Fund: 249 BUILDING INSPECTION FUND							
02/14/2017	AP	65057	BRUCE TILLINGER	SERVICES THROUGH 02/02/17	801.027	371	840.00
02/14/2017	AP	65083*#	DUNNS	OFFICE SUPPLIES	726.000	371	26.21
02/14/2017	AP	65086	ELI ELECTRIC LLC	SERVICES THROUGH 02/02/17	801.026	371	790.00
02/14/2017	AP	65107*#	IMAGE FACTORY INC	BUSINESS CARDS	726.000	371	88.00
02/14/2017	AP	65110	JEFFERY B PROUX	SERVICES THROUGH 02/02/17	801.024	371	870.00
02/14/2017	AP	65112*#	JIM WERNIG INC	LUBE, OIL AND FILTER	920.400	371	43.50

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Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 249 BUILDING INSPECTION FUND							
02/14/2017	AP	65122*#	KEVAN D FLORY	SERVICES THROUGH 02/03/17	801.024	371	2,135.00
02/14/2017	AP	65171	PITNEY BOWES INC-SUPPLIES	POSTAGE - PREPAID	930.450	371	250.00
02/14/2017	AP	65178	SGI HEATING AND COOLING	REFUND - PERMIT CANCELLED PM16-423	451.011	260	39.00
				REFUND - PERMIT CANCELLED PM16-423	451.012	260	50.00
				CHECK AP 65178 TOTAL FOR FUND 249:			89.00
				Total for fund 249 BUILDING INSPECTION FUND			5,131.71
Fund: 260 LEGAL DEFENSE FUND							
02/14/2017	AP	65105	HOWARD L SHIFMAN PC	INV#12885	801.020	270	3,611.00
				Total for fund 260 LEGAL DEFENSE FUND			3,611.00
Fund: 261 911 SERVICE FUND							
02/14/2017	AP	65080	DOUGLAS FRANCKOWIAK	INV#667 (SNOWPLOWING-JAN. 2017)	940.010	427	320.00
02/14/2017	AP	65092*#	FRONTIER	ACCT#269-161-8203-082208-5	930.210	427	63.81
02/14/2017	AP	65189	TELE-RAD	INV#877134	970.435	901	290.00
02/14/2017	AP	65200*#	UCMAN	INV#5407 (UCMAN CONNECTIVITY)	930.240	427	200.00
02/14/2017	AP	65204*#	VERIZON WIRELESS	ACCT#483106843-00001 INV#9779216422	930.230	427	36.01
				Total for fund 261 911 SERVICE FUND			909.82
Fund: 266 EQUIPMENT FUND							
02/14/2017	AP	65074*#	DELL MARKETING LP	DELL LATITUDE E5570 - QUOTE 3000005840051.1	970.440	901	1,600.02
				DELL LATITUDE E5570 - QUOTE 3000005840051.1	970.440	901	138.59
				DELL USB SLIM DVD +/- RW DRIVE - QUOTE 3000006230733.1	970.440	901	37.79
				CHECK AP 65074 TOTAL FOR FUND 266:			1,776.40
02/14/2017	AP	65151*#	NORTHERN MICHIGAN REVIEW	INV#13117 ACCT#185818	930.300	901	74.00
02/14/2017	AP	65161*#	OTSEGO COUNTY BUS SYSTEM	INV#1700005368 (CHEV. AVEO WIPERS)	920.400	901	21.80
				Total for fund 266 EQUIPMENT FUND			1,872.20
Fund: 281 AIRPORT							
02/14/2017	AP	1579(E)*#	CONSUMERS ENERGY	AIRPORT MULTIPLE INVOICES	930.620	537	124.95
				AIRPORT MULTIPLE INVOICES	930.620	537	441.66

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Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 281 AIRPORT							
				AIRPORT MULTIPLE INVOICES	930.620	537	22.57
				AIRPORT MULTIPLE INVOICES	930.620	537	25.65
				AIRPORT MULTIPLE INVOICES	930.620	537	22.71
				AIRPORT MULTIPLE INVOICES	930.620	537	2,833.30
				CHECK AP 1579(E) TOTAL FOR FUND 281:			<u>3,470.84</u>
02/14/2017	AP	1580(E)*#	DTE ENERGY	AIRPORT MULTIPLE INVOICES	930.610	537	1.11
				AIRPORT MULTIPLE INVOICES	930.610	537	298.01
				AIRPORT MULTIPLE INVOICES	930.610	537	1,258.07
				CHECK AP 1580(E) TOTAL FOR FUND 281:			<u>1,557.19</u>
02/14/2017	AP	65044	AIRGAS USA LLC	AIRPORT CYLINDER RENTAL # 9059003549	920.410	537	39.69
02/14/2017	AP	65045	AIRNAV. LLC	AIRPORT ADD # 1970016 WEB	930.300	537	385.00
02/14/2017	AP	65050*#	AMERICAN WASTE	AIRPORT TRASH PICK UP # 1759874	920.410	537	118.45
02/14/2017	AP	65052	ARROW UNIFORM RENTAL	AIRPORT CARPET RENTALS 14894121	920.410	537	38.83
02/14/2017	AP	65061*#	CHARTER COMMUNICATIONS	AIRPORT TV INTERNET PHONE # 1100 AERO DR	920.410	537	302.31
02/14/2017	AP	65083*#	DUNNS	AIRPORT MULTIPLE INVOICES	726.000	537	89.58
				AIRPORT MULTIPLE INVOICES	726.000	537	72.74
				CHECK AP 65083 TOTAL FOR FUND 281:			<u>162.32</u>
02/14/2017	AP	65094*#	GAYLORD ARFF INC	FEBRUARY 2017 AIRPORT PAYMENT	940.010	537	11,519.40
02/14/2017	AP	65099*#	GILL ROYS HARDWARE	AIRPORT MULTIPLE INVOICES	920.400	537	6.98
				AIRPORT MULTIPLE INVOICES	920.400	537	316.41
				AIRPORT MULTIPLE INVOICES	920.400	537	4.56
				AIRPORT MULTIPLE INVOICES	920.400	537	39.96
				AIRPORT MULTIPLE INVOICES	920.400	537	26.42
				AIRPORT MULTIPLE INVOICES	920.400	537	30.98
				CHECK AP 65099 TOTAL FOR FUND 281:			<u>425.31</u>
02/14/2017	AP	65113*#	JIM'S ALPINE AUTOMOTIVE	AIRPORT MULTIPLE INVOICES	920.400	537	79.53
				AIRPORT MULTIPLE INVOICES	920.400	537	4.27
				AIRPORT MULTIPLE INVOICES	920.400	537	7.42

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Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 281 AIRPORT							
				CHECK AP 65113 TOTAL FOR FUND 281:			91.22
02/14/2017	AP	65114*#	JOHNSON OIL COMPANY	AIRPORT # 269680 # 267323 # 267385 #187978	920.400	537	38.00
				AIRPORT # 269680 # 267323 # 267385 #187978	930.662	537	1,002.40
				AIRPORT # 269680 # 267323 # 267385 #187978	930.662	537	796.00
				AIRPORT # 269680 # 267323 # 267385 #187978	930.662	537	926.45
				CHECK AP 65114 TOTAL FOR FUND 281:			2,762.85
02/14/2017	AP	65118	KAMP OIL INC	AIRPORT 15W40 # 842473	726.000	537	403.89
02/14/2017	AP	65145*#	NEW CENTURY SIGNS	AIRPORT GRAPHICS WHITE CAR 44168	920.400	537	138.00
				AIRPORT GRAPHICS WHITE CAR 44168	920.400	537	36.00
				CHECK AP 65145 TOTAL FOR FUND 281:			174.00
02/14/2017	AP	65151*#	NORTHERN MICHIGAN REVIEW	AIRSHOW ADVERT 184221-103116	930.300	537	460.00
02/14/2017	AP	65152	NORTHERN PUMP SERVICE INC	AIRPORT INSPECTIONS # 24636	920.400	537	1,600.00
02/14/2017	AP	65153	NORTHERN TANK TRUCK SERVICE	AIRPORT INV # 422471 SRE GROUND TANK	920.400	537	270.00
02/14/2017	AP	65177	SCIENTIFIC BRAKE & EQUIPMENT COMPAN	AIRPORT # 2270050002	920.400	537	19.28
02/14/2017	AP	65182	STANDARD ELECTRIC COMPANY	AIRPORT MULTIPLE INVOICES	920.400	537	130.81
				AIRPORT MULTIPLE INVOICES	920.400	537	20.07
				CHECK AP 65182 TOTAL FOR FUND 281:			150.88
02/14/2017	AP	65184	STATE OF MICHIGAN	AIRPORT WA 591-8135110 AWOS	920.410	537	103.50
02/14/2017	AP	65200*#	UCMAN	AIRPORT INTERNET 2492	920.410	537	16.00
				AIRPORT INTERNET 2534	920.410	537	16.00
				CHECK AP 65200 TOTAL FOR FUND 281:			32.00
02/14/2017	AP	65202	UPPER LAKES TIRE	AIRPORT # 466923.-91 TIRE	726.050	537	30.00
02/14/2017	AP	65204*#	VERIZON WIRELESS	ACCT#483106843-00001 INV#9779216422	930.230	537	48.92
02/14/2017	AP	65210*#	WILBER AUTOMOTIVE SUPPLY INC	AIRPORT JET TRUCK 039174	920.400	537	34.78
Total for fund 281 AIRPORT							24,200.66

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Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 290 SOCIAL WELFARE FUND							
02/14/2017	AP	65179	SHERRY S HUFF	JAN. 2017 DHHS BD. EXP.	703.040	670	50.00
				JAN. 2017 DHHS BD. EXP.	930.500	670	20.00
				CHECK AP 65179 TOTAL FOR FUND 290:			<u>70.00</u>
				Total for fund 290 SOCIAL WELFARE FUND			70.00
Fund: 292 CHILD CARE FUND							
02/14/2017	AP	65140	MIDCOURSE CORRECTIONS	15-92-DL - 1/13/17TO 1/15/17 CHALLENGE CAMP PLACEMENT	930.810	662	400.00
02/14/2017	AP	65141	MISSAUKEE WILDERNESS YOUTH HOME	15-90-DL JANUARY 2017 PLACEMENT 1/1/17 TO 1/23/17	930.810	662	3,864.00
02/14/2017	AP	65146	NORTH COUNTRY COMMUNITY MENTAL HEAL	10-30-NA DECEMBER 2016 PLACEMENT 12/1/16 TO 12/31/16	930.810	662	3,100.00
				10-30-NA JANUARY 2017 PLACEMENT 1/1/17 TO 1/31/17	930.810	662	3,100.00
				CHECK AP 65146 TOTAL FOR FUND 292:			<u>6,200.00</u>
02/14/2017	AP	65173	RENEE EDWARDS	JANUARY 2017 ALTERNATIVE EDUCATION TEACHER	940.010	662	840.00
				Total for fund 292 CHILD CARE FUND			11,304.00
Fund: 497 COURTHOUSE RESTORATION							
02/14/2017	AP	65079*#	DOUG KASSUBA	INV#201703	970.300	901	600.00
				Total for fund 497 COURTHOUSE RESTORATION			600.00
Fund: 499 CAPITAL PROJECTS FUND							
02/14/2017	AP	65088*#	EMPIRIC SOLUTIONS INC	INV#7256 & 7257	970.300	901	108.00
				Total for fund 499 CAPITAL PROJECTS FUND			108.00
Fund: 516 DELINQUENT TAX REVOLVING							
02/14/2017	AP	65156	OFFICE DEPOT INC	SUPPLIES	726.000	253	369.45
02/14/2017	AP	65195	TITLE CHECK LLC	INT MAILING 2015 TAX FORFEITURE CYCLE	920.410	253	36.90
02/14/2017	AP	65201*	UNITED COUNTY OFFICERS ASSOCIATION	2017 UCOA DUES	930.600	253	60.00
				Total for fund 516 DELINQUENT TAX REVOLVING			466.35
Fund: 588 TRANSPORTATION FUND							
02/14/2017	AP	1579(E)*#	CONSUMERS ENERGY	201627446474 FEBRUARY	930.620	697	1,113.91
02/14/2017	AP	1580(E)*#	DTE ENERGY	463315100024 JANUARY	930.610	697	2,038.24
02/14/2017	AP	65041	ADVANCE AUTO PARTS	9465 BUS #33	726.050	699	61.99
02/14/2017	AP	65077	DIANE YOUNG	08/10/2016 CDL TEST	930.600	699	30.00

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 588 TRANSPORTATION FUND							
02/14/2017	AP	65083*#	DUNNS	8451550 P. PRODUCTE, TRASH BAGS; SORTKWIK, PENS, DRY-LINE	726.000	697	51.71
				8460120 K. PAPER TOWELS; DRY-LINE	726.000	697	34.14
				8455830 JANUARY COPIES	726.000	697	132.91
				8451550 P. PRODUCTE, TRASH BAGS; SORTKWIK, PENS, DRY-LINE	726.025	698	145.22
				8460120 K. PAPER TOWELS; DRY-LINE	726.025	698	27.75
				8454690 9V BATTERIES	726.050	699	33.84
				CHECK AP 65083 TOTAL FOR FUND 588:			<u>425.57</u>
02/14/2017	AP	65090	FORMAN MECHANICAL LLC	4547 WORK ON FURNACE	940.010	698	439.86
02/14/2017	AP	65104	HOEKSTRA TRANSPORTATION INC	X101013358:01 STOCK & BUS #8	726.050	699	703.50
02/14/2017	AP	65106	HRDIRECT	INV4164429 POSTER GUARD 1 YEAR RENEWAL	940.010	697	74.99
02/14/2017	AP	65108	IMPREST CASH, OTSEGO COUNTY BUS SYS	1057 AIR FRESHENERS; 1058 HUMIDIFIER FILTERS	726.025	698	62.30
02/14/2017	AP	65112*#	JIM WERNIG INC	19954 BUS #27	726.050	699	69.13
02/14/2017	AP	65113*#	JIM'S ALPINE AUTOMOTIVE	1-712059 BUS #33	726.050	699	75.91
				1-712241 STOCK & CHEVY AVEO	726.050	699	8.20
				1-712541 SHOP SUPPLIES & TOOLS	726.050	699	72.52
				1-712586 SHOP	726.050	699	39.96
				1-712241 STOCK & CHEVY AVEO	726.051	699	13.81
				1-712487 CORRECTION'S VAN #69-017	726.051	699	196.09
				1-712503 CORRECTION'S VAN #69-017	726.051	699	31.78
				CHECK AP 65113 TOTAL FOR FUND 588:			<u>438.27</u>
02/14/2017	AP	65119	KEN MULLEN	01/30/2017 CLD	930.600	699	47.00
02/14/2017	AP	65134	MEYER ACE	21173 SAND TUBES/ PARKING LOT	726.025	698	249.10
02/14/2017	AP	65145*#	NEW CENTURY SIGNS	44533 "SEAT BELTS RECOMMENDED" SIGNS	940.010	697	168.00
02/14/2017	AP	65148	NORTHERN ENERGY, INC	16932 SHOP/ HD ISO 46 (BULK)	930.660	699	350.90
02/14/2017	AP	65149	NORTHERN FIRE & SAFETY	0288712-IN ANNUAL INSPECTIONS & MAINTANANCE	940.010	699	492.00
02/14/2017	AP	65151*#	NORTHERN MICHIGAN REVIEW	171991-198548 PRIME TIMES, FRIENDS FOR LIFE, SEO BOOST	930.300	697	95.00
02/14/2017	AP	65157*#	OMH MEDICAL GROUP & MEDCAR WALKIN	ACCT#60162	940.010	699	123.00

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Fund: 588 TRANSPORTATION FUND							
02/14/2017	AP	65158*#	OMS COMPLIANCE SERVICES INC	86306 PRE-EMPLOY DRUG TEST	940.010	699	79.50
02/14/2017	AP	65210*#	WILBER AUTOMOTIVE SUPPLY INC	046267 STOCK	726.050	699	102.48
				048105 STOCK	726.050	699	151.20
				CHECK AP 65210 TOTAL FOR FUND 588:			<u>253.68</u>
02/14/2017	AP	65211*#	ZAREMBA EQUIPMENT INC	S 102375 BUS #2; BUS #3	726.050	699	512.94
				S 102398 BUS #3	726.050	699	103.25
				S 102402 BUS #3	726.050	699	160.61
				CHECK AP 65211 TOTAL FOR FUND 588:			<u>776.80</u>
				Total for fund 588 TRANSPORTATION FUND			8,092.74
Fund: 594 UC METROPOLITAN AREA NETWORK							
02/14/2017	AP	65088*#	EMPIRIC SOLUTIONS INC	INV#7265	700.000	228	167.00
02/14/2017	AP	65197	TOTAL COMMUNICATION SERVICES LLC	MISDIG FIBER LOCATES	700.000	228	319.85
				Total for fund 594 UC METROPOLITAN AREA NETWORK			486.85
Fund: 595 JAIL COMMISSARY							
02/14/2017	AP	65199	TRINITY SERVICES GROUP INC	INMATE COMMISSARY F/DEC 2016 #TOL544366THRU 545982	726.000	351	1,235.96
				Total for fund 595 JAIL COMMISSARY			1,235.96
Fund: 616 HOMESTEAD AUDIT FUND							
02/14/2017	AP	65058*#	BS&A SOFTWARE INC	ANNUAL SERVICE P.R.E. SYSTEM AND TAX SYSTEM	920.410	253	618.00
				Total for fund 616 HOMESTEAD AUDIT FUND			618.00
Fund: 618 GIS PROJECT AND AERIAL							
02/14/2017	AP	65160	OTSEGO CONSERVATION DISTRICT	5 2016 PLAT BOOKS	726.000	447	120.00
02/14/2017	AP	65196	TOPCOMP COMPUTER SOFTWARE SERVICES	MONTHLY MAP SERVICES	920.410	447	1,200.00
				ANNUAL MAINT MSAG 02 2017	920.410	447	1,300.00
				SEMI ANNUAL WEB MAINT 02 2017	920.430	447	2,000.00
				CHECK AP 65196 TOTAL FOR FUND 618:			<u>4,500.00</u>
				Total for fund 618 GIS PROJECT AND AERIAL			4,620.00
Fund: 637 BUILDING AND GROUNDS							
02/14/2017	AP	65042	ADVANCE ELECTRIC INC	ORDER# 44699	726.050	265	119.80
02/14/2017	AP	65074*#	DELL MARKETING LP	DELL 90 WHR 9-CELL BATTERY - QUOTE 3000007090993.1	726.050	265	94.49

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount	
Fund: 637 BUILDING AND GROUNDS								
02/14/2017	AP	65096*#	GAYLORD DRY CLEANERS	GAYLORD DRY CLEANERS LOT RENT FOR 2017	920.410	265	350.00	
							Total for fund 637 BUILDING AND GROUNDS	564.29
Fund: 645 ADMINISTRATIVE SERVICES								
02/14/2017	AP	65137	MICHIGAN GOVT FIN OFFICER ASSN	SPRING SEMINAR 2017	704.400	201	123.00	
02/14/2017	AP	65183*#	STAPLES BUSINESS ADVANTAGE	INV#3327279253 & 7169033932-000-001	726.000	172	11.58	
				SUMMARY INVOICE#8042811764	726.000	172	22.29	
				SUMMARY INVOICE#8042811764	726.000	172	10.80	
				SUMMARY INVOICE#8042811764	726.000	172	55.02	
				INV#3328892303	726.000	172	1.69	
				INV#3328892303	726.000	172	4.57	
				INV#3328892303	726.000	172	3.26	
				INV#3328892303	726.000	172	4.81	
				INV#3327279253 & 7169033932-000-001	726.000	201	149.99	
				SUMMARY INVOICE#8042811764	726.000	201	26.25	
CHECK AP 65183 TOTAL FOR FUND 645:							<u>290.26</u>	
02/14/2017	AP	65204*#	VERIZON WIRELESS	ACCT#483106843-00001 INV#9779216422	930.230	172	51.05	
							Total for fund 645 ADMINISTRATIVE SERVICES	464.31
Fund: 647 HEALTH CARE FUND								
02/14/2017	AP	65038	44NORTH	OTSEG-5 JANUARY 2017	704.110	851	1,343.65	
							Total for fund 647 HEALTH CARE FUND	1,343.65
Fund: 701 GENERAL AGENCY								
02/14/2017	AP	65039	46TH CIRCUIT TRIAL COURT	JANUARY 2017 RESTITUTION PAYMENT BY 15-20-DL	271.148	000	25.00	
				JANUARY 2017 RESTITUTION PAYMENT BY 14-63-DL	271.148	000	20.63	
CHECK AP 65039 TOTAL FOR FUND 701:							<u>45.63</u>	
02/14/2017	AP	65053	BARBARA BLOOM	REST PMT BY LARRY LEVERON 13-29821-SM-3	271.130	000	125.00	
02/14/2017	AP	65054	BARBARA SUMMERLAND	REST PMT BY GAIGE PENFOLD 16-33794-FY-3	271.130	000	31.57	
02/14/2017	AP	65055	BRADLEY J BUTCHER	REST PMT BY CONNIE JOSEPH 05-16547-FY-3	271.130	000	100.00	
02/14/2017	AP	65060	CHARLES HENRY FOX	REST PMT BY WILLIAM FISHBURN 16-33578-SM-3	271.130	000	88.50	
02/14/2017	AP	65062	CHELSEA MCKINISTRY	REST PMT BY GAGE HIGLEY 16-33144-FY-3	271.130	000	197.01	
02/14/2017	AP	65069	DAKOTA CHRISTOPHER HOSLEY	REST PMT BY JILLIAN WOLGAST 16-33518-FY-3	271.130	000	61.00	

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Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 701 GENERAL AGENCY							
02/14/2017	AP	65071	DARREL BOWLIN	REST PMT BY GAIGE PENFOLD 16-33794-FY-3	271.130	000	31.86
02/14/2017	AP	65075	DENISE KINSINGER	REST PMT BY GAIGE PENFOLD 16-33794-FY-3	271.130	000	31.57
02/14/2017	AP	65089	FIRST FEDERAL BANK	REST PMT BY THOMAS SYLVESTER 16-33740-FY-3	271.130	000	200.00
02/14/2017	AP	65091	FORWARD GAS STATION	REST PMT BY MICHAEL HAYGOOD 16-33882-SM-3	271.130	000	39.99
02/14/2017	AP	65095	GAYLORD CITY TREASURER	211D JANUARY 2017 DISTRICT COURT MONTH END	221.000	000	351.45
02/14/2017	AP	65103	HAYES TOWNSHIP TREASURER	2016 SUMMER TAX TO HAYES TWP 072-270-000-143-00	226.001	000	30.39
02/14/2017	AP	65112*#	JIM WERNIG INC	REST PMT BY MICHAEL DEAN-FORESTER MARSH 15-32123-FY-3	271.130	000	200.00
02/14/2017	AP	65115	JORDAN STILSON	JAMUARY 2017 RESTITUTION PAYMENT BY 14-56-DL	271.148	000	10.00
02/14/2017	AP	65124	KOHL'S DEPARTMENT STORE	RESTITUTION FROM A. FOUCART, CASE 16-33909 SM	299.000	000	14.00
02/14/2017	AP	65126	LAKE ARROWHEAD PROPERTY	REFUND OF MAILING FEE ON 16-30453-SC-3	286.002	000	12.00
02/14/2017	AP	65130	MARY ANN STEMPIEN	REST PMT BY GAIGE PENFOLD 16-33794-FY-3	271.130	000	19.90
02/14/2017	AP	65132	MEIJERS	REST PMT BY JUSTIN JOSHU-GARANT JUSTUS 16-33074-SM-3	271.130	000	0.99
02/14/2017	AP	65159	OTSEGO CO CLERK	16-5172FH BDA LESS 10%	265.000	000	500.00
02/14/2017	AP	65163	OTSEGO COUNTY ROAD COMMISSION	JANUARY 2017 RESTITUTION PAYMENT BY 15-58-DL	271.148	000	11.00
02/14/2017	AP	65168	PATRIOT PLACE	REST PMT BY KATHLEEN ARNDT 15-31606-SM-3	271.130	000	70.00
02/14/2017	AP	65169	PAUL COON	REST PMT BY JACQUILINE SEVERANCE 13-29660-FD-3	271.130	000	20.00
02/14/2017	AP	65174	RUTHANN DIPZINSKI	REST PMT BY GAIGE PENFOLD 16-33794-FY-3	271.130	000	19.90
02/14/2017	AP	65175	RYAN CZYKOSKI	REST PMT BY VERONICA WALTER 16-32971-SD-3	271.130	000	118.32
02/14/2017	AP	65176	SANE	REST PMT BY JOYCE ANNETTE RAYMOND-DUTT 16-33903-FY-4	271.130	000	60.00
02/14/2017	AP	65185	STATE OF MICHIGAN	211D JANUARY 2017 DISTRICT COURT MONTH END	228.020	000	20.00
				211D JANUARY 2017 DISTRICT COURT MONTH END	228.030	000	135.00
				211D JANUARY 2017 DISTRICT COURT MONTH END	228.037	000	4,545.62
				211D JANUARY 2017 DISTRICT COURT MONTH END	228.042	000	210.00
				211D JANUARY 2017 DISTRICT COURT MONTH END	228.057	000	145.00
				211D JANUARY 2017 DISTRICT COURT MONTH END	228.058	000	3,255.00
				211D JANUARY 2017 DISTRICT COURT MONTH END	228.059	000	8,325.42
				211D JANUARY 2017 DISTRICT COURT MONTH END	228.560	000	820.00

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Fund: 701 GENERAL AGENCY							
				CHECK AP 65185 TOTAL FOR FUND 701:			17,456.04
02/14/2017	AP	65186	STATE OF MICHIGAN BUREAU OF FINANCE	REST PMT BY HELENA LOU LEASK 04-15634-FY-3	271.130	000	100.00
02/14/2017	AP	65187	SUPERWASH-TOM ROEN	REST PMT BY JOEY HAAS 14-31060-SM-3	271.130	000	250.00
02/14/2017	AP	65191	TERESA KAPPELLER	REST PMT BY VERONICA WALTER 16-32971-SD-3	271.130	000	229.68
02/14/2017	AP	65193	THOMAS LISTVAN	REST PMT BY GAIGE PENFOLD 16-33794-FY-3	271.130	000	24.90
02/14/2017	AP	65194	TIMOTHY REDDMANN	REST PMT BY ALLENBERNARDRAY JR 16-34016-FY-3	271.130	000	55.00
02/14/2017	AP	65198	TRINITY KENNEDY	REST PMT BY GAGE HIGLEY 16-33144-FY-3	271.130	000	102.99
02/14/2017	AP	65206	WAL-MART STORES ASSET PROTECTION	REST PMT BY JENNIFER ROSE NASH 16-33558-FY-3	271.130	000	20.00
				REST PMT BY CHRISTINA LEE DUVALL 16-33651-SM-3	271.130	000	180.00
				REST PMT BY JASON ROBERT HALL 16-33766-SD-3	271.130	000	90.00
				REST PMT BY MICHELLE MARIE BIANCHI 16-33860-SM-3	271.130	000	45.00
				REST PMT BY ANDREW WILLIAM WOOLVERTON 16-33910-SM-3	271.130	000	100.00
				REST PMT BY KRISTEN HOPE DUTTON 16-33946-SM-3	271.130	000	50.00
				REST PMT BY CHRISTINA LYNN KREIDER 16-33996-SM-3	271.130	000	90.00
				REST PMT BY MARLEE ANN MATHEWS 15-31964-SM-3	271.130	000	100.00
				REST PMT BY KRYSTAL STARR HOLBROOK 15-32578-SM-3	271.130	000	55.00
				REST PMT BY JESSICA JO RAY 16-33298-SM-3	271.130	000	17.50
				REST PMT BY AMANDA IRENE MONROE 16-33408-SM-3	271.130	000	37.67
				REST PMT BY JENNIFER LYNN BERNEY 16-33698-SM-3	271.130	000	66.32
				CHECK AP 65206 TOTAL FOR FUND 701:			851.49
02/14/2017	AP	65207	WALMART	RESTITUTION FROM A. WOOLVERTON, CASE 16-33910 SM	299.000	000	100.00
02/14/2017	AP	65208	WALMART	RESTITUTION FROM G. GALLOTT, CASE 12-26234 SM	299.000	000	33.52
02/14/2017	AP	65211#	ZAREMBA EQUIPMENT INC	REST PMT BY MARCUS PAUL-SCHWAB OROURKE 15-31255-FY-3	271.130	000	28.00
Fund: 704 PAYROLL IMPREST FUND							
02/14/2017	AP	1581(E)	MUNICIPAL EMPLOYEES RETIREMENT SYST	INV#00066281-18 CUST#690201	231.700	000	54,459.22
				Total for fund 701 GENERAL AGENCY			21,621.70
				Total for fund 704 PAYROLL IMPREST FUND			54,459.22
TOTAL - ALL FUNDS							259,402.41

***INDICATES CHECK DISTRIBUTED TO MORE THAN ONE FUND

#-INDICATES CHECK DISTRIBUTED TO MORE THAN ONE DEPARTMENT

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02/14/2017	AP	1579(E)	CONSUMERS ENERGY	ACCT# 1000 7028 9754	226-528-930.620-PROG000000	24.65
		1579(E)		AIRPORT MULTIPLE INVOICES	281-537-930.620	3,470.84
		1579(E)		201627446474 FEBRUARY	588-697-930.620	1,113.91
						4,609.40
02/14/2017	AP	1580(E)	DTE ENERGY	GAS BILL	208-752-930.610	588.70
		1580(E)		456939000067 JAN 2017	212-430-930.610	341.66
		1580(E)		AIRPORT MULTIPLE INVOICES	281-537-930.610	1,557.19
		1580(E)		463315100024 JANUARY	588-697-930.610	2,038.24
						4,525.79
02/14/2017	AP	1581(E)	MUNICIPAL EMPLOYEES RETIREMENT SYST	INV#00066281-18 CUST#690201	704-000-231.700	54,459.22
02/14/2017	AP	1582(A)	US POSTAL SERVICE-CAPS SVC CENTER	JURY SUMMONS MAILING	101-145-930.450	300.00
02/14/2017	AP	65038	44NORTH	OTSEG-5 JANUARY 2017	647-851-704.110	1,343.65
02/14/2017	AP	65039	46TH CIRCUIT TRIAL COURT	JANUARY 2017 RESTITUTION PAYMENT BY 15-20-DL	701-000-271.148	45.63
02/14/2017	AP	65040	87-A DISTRICT COURT- IMPREST CASH	PEOPLE V THOMAS QUICK JR PRELIEM ON 1/12/17	101-131-930.940	33.90
02/14/2017	AP	65041	ADVANCE AUTO PARTS	9465 BUS #33	588-699-726.050	61.99
02/14/2017	AP	65042	ADVANCE ELECTRIC INC	ORDER# 44699	637-265-726.050	119.80
02/14/2017	AP	65043	ADVANCED APPLIANCE REPAIR LLC	DISHWASHER REPAIR AT SHELTER	212-430-726.050	75.00
02/14/2017	AP	65044	AIRGAS USA LLC	AIRPORT CYLINDER RENTAL # 9059003549	281-537-920.410	39.69
02/14/2017	AP	65045	AIRNAV. LLC	AIRPORT ADD # 1970016 WEB	281-537-930.300	385.00
02/14/2017	AP	65046	ALLIE BROTHERS UNIFORMS	INV# 64195 UNIFORM SHIRTS FOR KEITH STERLY	101-302-726.046	279.60
02/14/2017	AP	65047	ALPINE ANIMAL HOSPITAL	JAN 2017	212-430-726.035	85.46
		65047		JAN 2017	212-430-930.471	165.10
		65047		JAN 2017	212-430-930.980	995.75
						1,246.31
02/14/2017	AP	65048	ALPINE LANDSCAPE & SNOW LLC	SNOW REMOVAL (JAN. 1 -12, 2017)	226-528-940.010-PROG000000	1,402.00
02/14/2017	AP	65049	AMBASSADOR COMPANY	AMBASSADOR BOOKS FOR CHILDREN	101-301-726.000	360.00
02/14/2017	AP	65050	AMERICAN WASTE	1830807 GARBAGE BILL	208-752-920.200	82.40
		65050		1830803 FEB 2017	212-430-920.410	72.10
		65050		AIRPORT TRASH PICK UP # 1759874	281-537-920.410	118.45
						272.95

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02/14/2017	AP	65051	ARCHITECTURAL SYSTEMS GROUP	6643 CONTROLLER FOR SCOREBOARD	208-752-726.000	645.00
02/14/2017	AP	65052	ARROW UNIFORM RENTAL	AIRPORT CARPET RENTALS 14894121	281-537-920.410	38.83
02/14/2017	AP	65053	BARBARA BLOOM	REST PMT BY LARRY LEVERON 13-29821-SM-3	701-000-271.130	125.00
02/14/2017	AP	65054	BARBARA SUMMERLAND	REST PMT BY GAIGE PENFOLD 16-33794-FY-3	701-000-271.130	31.57
02/14/2017	AP	65055	BRADLEY J BUTCHER	REST PMT BY CONNIE JOSEPH 05-16547-FY-3	701-000-271.130	100.00
02/14/2017	AP	65056	BROCK ARTFITCH	JANUARY 2017	101-648-801.020	100.00
02/14/2017	AP	65057	BRUCE TILLINGER	SERVICES THROUGH 02/02/17	249-371-801.027	840.00
02/14/2017	AP	65058	BS&A SOFTWARE INC	ANNUAL SERVICE P.R.E. SYSTEM AND TAX SYSTEM	101-257-920.410	2,601.00
		65058		ANNUAL SERVICE P.R.E. SYSTEM AND TAX SYSTEM	616-253-920.410	618.00
						3,219.00
02/14/2017	AP	65059	CDW GOVERNMENT INC	WIRELESS KEYBOARD COMBO	101-131-726.000	37.99
02/14/2017	AP	65060	CHARLES HENRY FOX	REST PMT BY WILLIAM FISHBURN 16-33578-SM-3	701-000-271.130	88.50
02/14/2017	AP	65061	CHARTER COMMUNICATIONS	CABLE AND PHONE BILL	208-752-726.000	90.17
		65061		CABLE AND PHONE BILL	208-752-930.210	29.99
		65061		AIRPORT TV INTERNET PHONE # 1100 AERO DR	281-537-920.410	302.31
						422.47
02/14/2017	AP	65062	CHELSEA MCKINISTRY	REST PMT BY GAGE HIGLEY 16-33144-FY-3	701-000-271.130	197.01
02/14/2017	AP	65063	CHOICE PUBLICATIONS	CENTER ADS	208-752-930.300	192.00
02/14/2017	AP	65064	CITY OF GAYLORD	WATER BILL	208-752-920.200	60.59
02/14/2017	AP	65065	CIVIL STAFFING RESOURCES LLC	PERSONAL SERVICE PREPAYMENT - AISHA WINBUSH	101-131-930.450	28.00
02/14/2017	AP	65066	COUNTY EQUALIZATION SERVICES	INV# 201704 (JANUARY 2017)	101-257-801.025	5,000.00
02/14/2017	AP	65067	CRAIG OAKLEY	VB REFUND	208-442-626.030-VOLLEYBALL	280.00
02/14/2017	AP	65068	CURTISS REPORTING CORP	INV 17617; 1-10-2017, J. COOK TRANSCRIPT OF 11-17-2016	101-267-726.000	10.50
02/14/2017	AP	65069	DAKOTA CHRISTOPHER HOSLEY	REST PMT BY JILLIAN WOLGAST 16-33518-FY-3	701-000-271.130	61.00
02/14/2017	AP	65070	DANIEL PHILLIPS	JANUARY 2017	101-648-801.020	487.50
		65070		JANUARY 2017	101-648-930.500	35.00
						522.50
02/14/2017	AP	65071	DARREL BOWLIN	REST PMT BY GAIGE PENFOLD 16-33794-FY-3	701-000-271.130	31.86

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02/14/2017	AP	65072	DE LAGE LANDEN PUBLIC FINANCE	FEBRUARY 2017 COURT COPIER LEASE PAYMENT	101-131-920.520	104.77
02/14/2017	AP	65073	DE LAGE LANDEN PUBLIC FINANCE	FEBRUARY 2017 FOC COPIER LEASE PAYMENT	215-141-920.520	80.74
02/14/2017	AP	65074	DELL MARKETING LP	DELL LATITUDE E5570 - QUOTE 3000005840051.1	266-901-970.440	1,776.40
		65074		DELL 90 WHR 9-CELL BATTERY - QUOTE 3000007090993.1	637-265-726.050	94.49
						1,870.89
02/14/2017	AP	65075	DENISE KINSINGER	REST PMT BY GAIGE PENFOLD 16-33794-FY-3	701-000-271.130	31.57
02/14/2017	AP	65076	DIANA M BOYD	GUARDIANSHIP REVIEW ON 1/10/17	101-131-930.500	19.25
		65076		GUARDIANSHIP REVIEW ON 1/10/17	101-131-930.830	90.00
						109.25
02/14/2017	AP	65077	DIANE YOUNG	08/10/2016 CDL TEST	588-699-930.600	30.00
02/14/2017	AP	65078	DOMAIN LISTINGS	#282-1848 ANNUAL WEBSITE LISTING	101-228-801.020	228.00
02/14/2017	AP	65079	DOUG KASSUBA	INV#201701 (INSTALLATION AT UC)	213-806-700.000	975.00
		65079		INV#201703	497-901-970.300	600.00
						1,575.00
02/14/2017	AP	65080	DOUGLAS FRANCKOWIAK	INV#667 (SNOWPLOWING-JAN. 2017)	261-427-940.010	320.00
02/14/2017	AP	65081	DOUGLAS HEMPENSTALL	JAN. 2017 (ON CALL)	101-648-801.020	100.00
02/14/2017	AP	65082	DR MICHAEL MCNAMARA DO	VOUCHER#1 (01/01/17 - 06/30/17)	101-648-801.020	5,000.00
02/14/2017	AP	65083	DUNNS	AVERY LABELS, CLASP ENVELOPES	101-131-726.000	699.13
		65083		JANUARY 2017 COPY FEES & MAINTENANCE AGREEMENT	101-131-920.520	129.28
		65083		AVERY LABELS, CLASP ENVELOPES	101-131-940.111	54.24
		65083		INV 845420 & 844612, DEP. 406, TONER, STAPLES, TAPE	101-267-726.000	173.08
		65083		INV 842881,842870,842870,C-842870,833933,C-815321,832991, C-81	101-268-726.000	479.15
		65083		ACCT# 2647 COPIER CONTRACT, MONTH END 01/31/17	101-682-920.410	28.64
		65083		TONER, FOLDERS, PHONE CORD	208-752-726.000	310.29
		65083		846270	212-430-726.000	214.46
		65083		POLY FOLDERS, CLASP ENVELOPES	215-141-726.000	27.43
		65083		JANUARY 2017 FOC COPY FEES & MAINTENANCE AGREEMENT	215-141-920.520	65.28
		65083		ACCT# 2647 COPIER CONTRACT, MONTH END 01/31/17	232-690-920.410	28.63
		65083		OFFICE SUPPLIES	249-371-726.000	26.21
		65083		AIRPORT MULTIPLE INVOICES	281-537-726.000	162.32
		65083		8451550 P. PRODUCTE, TRASH BAGS; SORTKWIK, PENS, DRY-LII	588-697-726.000	218.76
		65083		8451550 P. PRODUCTE, TRASH BAGS; SORTKWIK, PENS, DRY-LII	588-698-726.025	172.97

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		65083		8454690 9V BATTERIES	588-699-726.050	33.84
						2,823.71
02/14/2017	AP	65084	VOID	** VOIDED **		** VOIDED **
02/14/2017	AP	65085	ECOLAB	4471529 GLASS, SURFACE, FLOOR CLEANERS	208-752-726.025	184.41
02/14/2017	AP	65086	ELI ELECTRIC LLC	SERVICES THROUGH 02/02/17	249-371-801.026	790.00
02/14/2017	AP	65087	EMMET COUNTY DPW	INV#20217	226-528-940.010-PROG000000	24,092.56
02/14/2017	AP	65088	EMPIRIC SOLUTIONS INC	INV#7256 & 7257	101-131-801.020	904.15
		65088		INV#7256 & 7257	101-228-801.020	714.47
		65088		INV#7256 & 7257	101-228-801.030	2,345.85
		65088		MARCH 2017 FOC COMPASS MANAGEMENT FEE	215-141-801.020	379.00
		65088		INV#7256 & 7257	499-901-970.300-WORKCAMP__	108.00
		65088		INV#7265	594-228-700.000	167.00
						4,618.47
02/14/2017	AP	65089	FIRST FEDERAL BANK	REST PMT BY THOMAS SYLVESTER 16-33740-FY-3	701-000-271.130	200.00
02/14/2017	AP	65090	FORMAN MECHANICAL LLC	4547 WORK ON FURNACE	588-698-940.010	439.86
02/14/2017	AP	65091	FORWARD GAS STATION	REST PMT BY MICHAEL HAYGOOD 16-33882-SM-3	701-000-271.130	39.99
02/14/2017	AP	65092	FRONTIER	GROEN PHONE BILL	209-751-930.210	90.79
		65092		ACCT#269-161-8203-082208-5	261-427-930.210	63.81
						154.60
02/14/2017	AP	65093	GALLS INC AN ARAMARK CO	4303036 4309782 4394486 4724598 4866996 5955545 6383893	212-430-726.046	451.75
02/14/2017	AP	65094	GAYLORD ARFF INC	INV#01313016-01 SNOW PLOWING	226-528-940.010-PROG000000	400.00
		65094		FEBRUARY 2017 AIRPORT PAYMENT	281-537-940.010	11,519.40
						11,919.40
02/14/2017	AP	65095	GAYLORD CITY TREASURER	211D JANUARY 2017 DISTRICT COURT MONTH END	701-000-221.000	351.45
02/14/2017	AP	65096	GAYLORD DRY CLEANERS	GAYLORD DRY CLEANERS LOT RENT FOR 2017	101-301-920.410	196.00
		65096		GAYLORD DRY CLEANERS LOT RENT FOR 2017	101-302-920.410	157.00
		65096		GAYLORD DRY CLEANERS LOT RENT FOR 2017	101-334-920.410	27.00
		65096		GAYLORD DRY CLEANERS LOT RENT FOR 2017	101-351-920.410	125.50
		65096		DRY CLEANING BILL 1/1/17 ROAD/CIVIL/JAIL	205-301-920.410	20.00
		65096		GAYLORD DRY CLEANERS LOT RENT FOR 2017	637-265-920.410	350.00
						875.50

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02/14/2017	AP	65097	GAYLORD FORD	INV#97243 REPAIR/REPLACE SENSOR ON SEATBELT CAR #693	101-301-726.050	365.48
		65097		96884 97304 FORD RANGER REPAIR	212-430-726.000	27.00
		65097		96884 97304 FORD RANGER REPAIR	212-430-726.050	2,477.42
						2,869.90
02/14/2017	AP	65098	GENESEE COUNTY MEDICAL EXAMINER	INV# A69-16-2026 (AUTOPSY-11/16/2016)	101-648-930.920	1,230.00
02/14/2017	AP	65099	GILL ROYS HARDWARE	SUPPLIES	208-752-726.000	69.92
		65099		SUPPLIES	208-752-726.025	21.74
		65099		1612166541	212-430-726.000	9.99
		65099		AIRPORT MULTIPLE INVOICES	281-537-920.400	425.31
						526.96
02/14/2017	AP	65100	GORDON FOOD SERVICES	788207949	212-430-726.000	103.97
02/14/2017	AP	65101	GREAT LAKES ENERGY	GREAT LAKES ENERGY	209-751-930.620	147.79
02/14/2017	AP	65102	HALL VETERINARY CLINIC	2016	212-430-726.035	551.93
		65102		2016	212-430-930.471	554.21
		65102		2016	212-430-930.980	4,214.29
						5,320.43
02/14/2017	AP	65103	HAYES TOWNSHIP TREASURER	2016 SUMMER TAX TO HAYES TWP 072-270-000-143-00	701-000-226.001	30.39
02/14/2017	AP	65104	HOEKSTRA TRANSPORTATION INC	X101013358:01 STOCK & BUS #8	588-699-726.050	703.50
02/14/2017	AP	65105	HOWARD L SHIFMAN PC	INV#12885	260-270-801.020	3,611.00
02/14/2017	AP	65106	HRDIRECT	INV4164429 POSTER GUARD 1 YEAR RENEWAL	588-697-940.010	74.99
02/14/2017	AP	65107	IMAGE FACTORY INC	LETTERHEAD	101-131-726.000	99.00
		65107		INV#42484	101-648-726.000	80.00
		65107		BUSINESS CARDS	249-371-726.000	88.00
						267.00
02/14/2017	AP	65108	IMPREST CASH, OTSEGO COUNTY BUS SYS	1057 AIR FRESHENERS; 1058 HUMIDIFIER FILTERS	588-698-726.025	62.30
02/14/2017	AP	65109	INTERPHASE OFFICE INTERIORS INC	CHAIR	215-141-726.000	350.90
02/14/2017	AP	65110	JEFFERY B PROUX	SERVICES THROUGH 02/02/17	249-371-801.024	870.00
02/14/2017	AP	65111	JEFFREY WEAVER	SALE OF CATTLE	212-050-673.002	4,401.39
02/14/2017	AP	65112	JIM WERNIG INC	INV# 125398 OIL CHANGE TAHOE	101-301-920.400	56.32
		65112		LUBE, OIL AND FILTER	249-371-920.400	43.50

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						975.60
02/14/2017	AP	65145	NEW CENTURY SIGNS	AIRPORT GRAPHICS WHITE CAR 44168	281-537-920.400	174.00
		65145		44533 "SEAT BELTS RECOMMENDED" SIGNS	588-697-940.010	168.00
						<u>342.00</u>
02/14/2017	AP	65146	NORTH COUNTRY COMMUNITY MENTAL HEAL	10-30-NA DECEMBER 2016 PLACEMENT 12/1/16 TO 12/31/16	292-662-930.810	6,200.00
02/14/2017	AP	65147	NORTH EXCAVATING & ASPHALTING	INV#OC-1217-02	226-528-940.010-PROG000000	930.00
02/14/2017	AP	65148	NORTHERN ENERGY, INC	16932 SHOP/ HD ISO 46 (BULK)	588-699-930.660	350.90
02/14/2017	AP	65149	NORTHERN FIRE & SAFETY	0288712-IN ANNUAL INSPECTIONS & MAINTANANCE	588-699-940.010	492.00
02/14/2017	AP	65150	NORTHERN IMAGING ASSOCIATES PC	INMATE MEDICAL SERVICE	101-351-930.470	572.00
02/14/2017	AP	65151	NORTHERN MICHIGAN REVIEW	INV#13117 ACCT#185818	101-101-930.300	50.88
		65151		ADVERTISEMENT - PUBLIC NOTICES	101-721-930.300	180.38
		65151		INV#13117 ACCT#185818	266-901-930.300	74.00
		65151		AIRSHOW ADVERT 184221-103116	281-537-930.300	460.00
		65151		171991-198548 PRIME TIMES, FRIENDS FOR LIFE, SEO BOOST	588-697-930.300	95.00
						<u>860.26</u>
02/14/2017	AP	65152	NORTHERN PUMP SERVICE INC	AIRPORT INSPECTIONS # 24636	281-537-920.400	1,600.00
02/14/2017	AP	65153	NORTHERN TANK TRUCK SERVICE	AIRPORT INV # 422471 SRE GROUND TANK	281-537-920.400	270.00
02/14/2017	AP	65154	NORTHWEST MICHIGAN COMMUNITY HEALTH	INMATE DENTAL SERVICES	101-351-930.470	737.00
02/14/2017	AP	65155	NYE UNIFORM COMPANY	INV#585609 PANTS/SHIRT/BRASS/NAME TAG/TIE FOR K.STERLY	101-302-726.046	155.72
02/14/2017	AP	65156	OFFICE DEPOT INC	SUPPLIES	516-253-726.000	369.45
02/14/2017	AP	65157	OMH MEDICAL GROUP & MEDCAR WALKIN	ACCT#60162	101-267-940.010	65.00
		65157		ACCT#60162	588-699-940.010	123.00
						<u>188.00</u>
02/14/2017	AP	65158	OMS COMPLIANCE SERVICES INC	INV 86132; DATE 12-28-2016; PRE-EMPLOY DRUG TEST= CURRAN	101-267-940.010	159.00
		65158		86306 PRE-EMPLOY DRUG TEST	588-699-940.010	79.50
						<u>238.50</u>
02/14/2017	AP	65159	OTSEGO CO CLERK	16-5172FH BDA LESS 10%	701-000-265.000	500.00
02/14/2017	AP	65160	OTSEGO CONSERVATION DISTRICT	5 2016 PLAT BOOKS	618-447-726.000	120.00
02/14/2017	AP	65161	OTSEGO COUNTY BUS SYSTEM	JANUARY 2017 DRUG COURT BUS	101-133-930.500	246.00

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		65161		INV#1700005368 (CHEV. AVEO WIPERS)	266-901-920.400	21.80
						267.80
02/14/2017	AP	65162	OTSEGO COUNTY EMS	INVOICES FOR MORGUE/MILEAGE	101-648-726.000	105.00
		65162		INVOICES FOR MORGUE/MILEAGE	101-648-930.460	3,649.00
						3,754.00
02/14/2017	AP	65163	OTSEGO COUNTY ROAD COMMISSION	JANUARY 2017 RESTITUTION PAYMENT BY 15-58-DL	701-000-271.148	11.00
02/14/2017	AP	65164	OTSEGO MEMORIAL HOSPITAL	INMATE MEDICAL SERVICES CLOSEOUT 2016	101-351-930.470	4,670.00
		65164		PATIENT CTRL# VAJ34531	101-648-930.920	207.00
						4,877.00
02/14/2017	AP	65165	OTSEGO MEMORIAL HOSPITAL CLINIC PHY	INMATE MEDICAL 2016 CLOSEOUT	101-351-930.470	231.50
02/14/2017	AP	65166	OTSEGO MEMORIAL- LAB	V106705809 (LAB CHARGES)	101-648-801.020	233.00
02/14/2017	AP	65167	OTSEGO OUTDOOR MAINTENANCE LLC	6843 SNOW PLOWING JANUARY	208-752-920.320	316.00
02/14/2017	AP	65168	PATRIOT PLACE	REST PMT BY KATHLEEN ARNDT 15-31606-SM-3	701-000-271.130	70.00
02/14/2017	AP	65169	PAUL COON	REST PMT BY JACQUILINE SEVERANCE 13-29660-FD-3	701-000-271.130	20.00
02/14/2017	AP	65170	PIONEER PRODUCTS, INC	SI-89236	212-430-726.000	288.90
02/14/2017	AP	65171	PITNEY BOWES INC-SUPPLIES	POSTAGE - PREPAID	249-371-930.450	250.00
02/14/2017	AP	65172	QUILL CORPORATION	COPY PAPER, FILE FOLDERS	101-131-726.000	139.26
		65172		JIFFYLITE MAILERS	101-131-940.111	23.52
		65172		TONER	215-141-726.000	258.98
						421.76
02/14/2017	AP	65173	RENEE EDWARDS	JANUARY 2017 ALTERNATIVE EDUCATION TEACHER	292-662-940.010	840.00
02/14/2017	AP	65174	RUTHANN DIPZINSKI	REST PMT BY GAIGE PENFOLD 16-33794-FY-3	701-000-271.130	19.90
02/14/2017	AP	65175	RYAN CZYKOSKI	REST PMT BY VERONICA WALTER 16-32971-SD-3	701-000-271.130	118.32
02/14/2017	AP	65176	SANE	REST PMT BY JOYCE ANNETTE RAYMOND-DUTT 16-33903-FY-4	701-000-271.130	60.00
02/14/2017	AP	65177	SCIENTIFIC BRAKE & EQUIPMENT COMPAN	AIRPORT # 2270050002	281-537-920.400	19.28
02/14/2017	AP	65178	SGI HEATING AND COOLING	REFUND - PERMIT CANCELLED PM16-423	249-260-451.011	39.00
		65178		REFUND - PERMIT CANCELLED PM16-423	249-260-451.012	50.00
						89.00

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02/14/2017	AP	65179	SHERRY S HUFF	JAN. 2017 DHHS BD. EXP.	290-670-703.040	50.00
		65179		JAN. 2017 DHHS BD. EXP.	290-670-930.500	20.00
						70.00
02/14/2017	AP	65180	SPARTAN SEWER & SEPTIC TANK SERVICE	PORTA JOHN RENTAL GROEN10207	209-751-726.000	51.00
02/14/2017	AP	65181	SPORT SUPPLY GROUP - YOUTH DIVISION	98684772 BB CART, VB CART, NET STRAPS	208-752-726.040	443.96
02/14/2017	AP	65182	STANDARD ELECTRIC COMPANY	AIRPORT MULTIPLE INVOICES	281-537-920.400	150.88
02/14/2017	AP	65183	STAPLES BUSINESS ADVANTAGE	INV#3327279253 & 7169033932-000-001	101-000-106.000	33.03
		65183		INV#3328892303	101-101-726.000	17.79
		65183		INV#3327279253 & 7169033932-000-001	101-257-726.000	8.99
		65183		INV. 8042241934, 8042145534, 8042338476;	101-267-726.000	1,510.97
		65183		INV#3327279253 & 7169033932-000-001	645-172-726.000	114.02
		65183		INV#3327279253 & 7169033932-000-001	645-201-726.000	176.24
						1,861.04
02/14/2017	AP	65184	STATE OF MICHIGAN	AIRPORT WA 591-8135110 AWOS	281-537-920.410	103.50
02/14/2017	AP	65185	STATE OF MICHIGAN	211D JANUARY 2017 DISTRICT COURT MONTH END	701-000-228.020	20.00
		65185		211D JANUARY 2017 DISTRICT COURT MONTH END	701-000-228.030	135.00
		65185		211D JANUARY 2017 DISTRICT COURT MONTH END	701-000-228.037	4,545.62
		65185		211D JANUARY 2017 DISTRICT COURT MONTH END	701-000-228.042	210.00
		65185		211D JANUARY 2017 DISTRICT COURT MONTH END	701-000-228.057	145.00
		65185		211D JANUARY 2017 DISTRICT COURT MONTH END	701-000-228.058	3,255.00
		65185		211D JANUARY 2017 DISTRICT COURT MONTH END	701-000-228.059	8,325.42
		65185		211D JANUARY 2017 DISTRICT COURT MONTH END	701-000-228.560	820.00
						17,456.04
02/14/2017	AP	65186	STATE OF MICHIGAN BUREAU OF FINANCE	REST PMT BY HELENA LOU LEASK 04-15634-FY-3	701-000-271.130	100.00
02/14/2017	AP	65187	SUPERWASH-TOM ROEN	REST PMT BY JOEY HAAS 14-31060-SM-3	701-000-271.130	250.00
02/14/2017	AP	65188	SYSCO - GRAND RAPIDS	168081931 PAPER TOWEL	208-752-726.025	93.35
02/14/2017	AP	65189	TELE-RAD	INV#877134	261-901-970.435	290.00
02/14/2017	AP	65190	TELEPHONE SUPPORT SYSTEMS INC	INV. 41761; SERVICE ON 1-23-17, PHONE ISSUES	101-267-920.400	276.00
02/14/2017	AP	65191	TERESA KAPELLER	REST PMT BY VERONICA WALTER 16-32971-SD-3	701-000-271.130	229.68
02/14/2017	AP	65192	THOMAS J PUDVAN	JANUARY 2017 EXPENSES	101-648-726.000	8.35
		65192		JANUARY 2017 EXPENSES	101-648-801.020	1,161.67
		65192		JANUARY 2017 EXPENSES	101-648-930.210	40.00

CHECK DISBURSEMENT REPORT FOR COUNTY OF OTSEGO
 CHECK DATE FROM 02/14/2017 - 02/14/2017

Check Date	Bank	Check #	Payee	Description	GL #	Amount
		65192		JANUARY 2017 EXPENSES	101-648-930.460	350.00
		65192		JANUARY 2017 EXPENSES	101-648-930.500	36.00
						1,596.02
02/14/2017	AP	65193	THOMAS LISTVAN	REST PMT BY GAIGE PENFOLD 16-33794-FY-3	701-000-271.130	24.90
02/14/2017	AP	65194	TIMOTHY REDDMANN	REST PMT BY ALLENBERNARDRAY JR 16-34016-FY-3	701-000-271.130	55.00
02/14/2017	AP	65195	TITLE CHECK LLC	INT MAILING 2015 TAX FORFEITURE CYCLE	516-253-920.410	36.90
02/14/2017	AP	65196	TOPCOMP COMPUTER SOFTWARE SERVICES	MONTHLY MAP SERVICES	618-447-920.410	2,500.00
		65196		SEMI ANNUAL WEB MAINT 02 2017	618-447-920.430	2,000.00
						4,500.00
02/14/2017	AP	65197	TOTAL COMMUNICATION SERVICES LLC	MISDIG FIBER LOCATES	594-228-700.000	319.85
02/14/2017	AP	65198	TRINITY KENNEDY	REST PMT BY GAGE HIGLEY 16-33144-FY-3	701-000-271.130	102.99
02/14/2017	AP	65199	TRINITY SERVICES GROUP INC	INMATE COMMISSARY F/DEC 2016 #TOL544366THRU 545982	595-351-726.000	1,235.96
02/14/2017	AP	65200	UCMAN	INV#5414 (CONNECTIVITY-FIBER)	101-864-930.240	800.00
		65200		5396 WIRELESS INTERNET	208-752-726.000	59.95
		65200		INV 5413 FEB 2017	212-430-920.410	400.00
		65200		INV#5407 (UCMAN CONNECTIVITY)	261-427-930.240	200.00
		65200		AIRPORT INTERNET 2492	281-537-920.410	32.00
						1,491.95
02/14/2017	AP	65201	UNITED COUNTY OFFICERS ASSOCIATION	2017 UCOA DUES	101-253-930.600	60.00
		65201		2017 UCOA DUES	516-253-930.600	60.00
						120.00
02/14/2017	AP	65202	UPPER LAKES TIRE	AIRPORT # 466923-.91 TIRE	281-537-726.050	30.00
02/14/2017	AP	65203	US POSTAL SERVICE	POSTAGE METER ACCT# 41665563	101-000-103.000	1,200.00
02/14/2017	AP	65204	VERIZON WIRELESS	ACCT#483106843-00001 INV#9779216422	101-301-930.230	146.76
		65204		ACCT#483106843-00001 INV#9779216422	101-351-930.230	48.92
		65204		ACCT#483106843-00001 INV#9779216422	205-301-930.230	97.84
		65204		ACCT#483106843-00001 INV#9779216422	208-751-930.230	45.54
		65204		ACCT#483106843-00001 INV#9779216422	208-752-930.230	45.54
		65204		ACCT#483106843-00001 INV#9779216422	261-427-930.230	36.01
		65204		ACCT#483106843-00001 INV#9779216422	281-537-930.230	48.92
		65204		ACCT#483106843-00001 INV#9779216422	645-172-930.230	51.05
						520.58

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 CHECK DATE FROM 02/14/2017 - 02/14/2017

Check Date	Bank	Check #	Payee	Description	GL #	Amount
02/14/2017	AP	65205	VERIZON WIRELESS	283104123-00001 JANUARY 2017	101-131-930.210	14.98
02/14/2017	AP	65206	WAL-MART STORES ASSET PROTECTION	REST PMT BY JENNIFER ROSE NASH 16-33558-FY-3	701-000-271.130	851.49
02/14/2017	AP	65207	WALMART	RESTITUTION FROM A. WOOLVERTON, CASE 16-33910 SM	701-000-299.000	100.00
02/14/2017	AP	65208	WALMART	RESTITUTION FROM G. GALLOTT, CASE 12-26234 SM	701-000-299.000	33.52
02/14/2017	AP	65209	WASH N GO MANAGEMENT INC	10954 JAN 2017	212-430-920.410	5.00
02/14/2017	AP	65210	WILBER AUTOMOTIVE SUPPLY INC	TRUCK DOOR PINS	208-752-726.050	10.49
		65210		AIRPORT JET TRUCK 039174	281-537-920.400	34.78
		65210		046267 STOCK	588-699-726.050	253.68
						298.95
02/14/2017	AP	65211	ZAREMBA EQUIPMENT INC	S 102375 BUS #2; BUS #3	588-699-726.050	776.80
		65211		REST PMT BY MARCUS PAUL-SCHWAB OROURKE 15-31255-FY-3	701-000-271.130	28.00
						804.80
02/14/2017	AP	65212	ZOETIS	9003160822 9003160811	212-430-726.035	468.30
			TOTAL - ALL FUNDS	TOTAL OF 179 CHECKS (1 voided)		259,402.41