



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, November 28, 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 November 14, 2017 w/attachments - Motion to Approve
- B. Parks & Recreation Commission Reappointment (Miller) - Motion to Approve
- C. Commission on Aging Board Reappointment (Bowen) - Motion to Approve
- D. Commission on Aging Board Reappointment (Mathis) - Motion to Approve
- E. Parks & Recreation Commission Reappointment (Courterier) Motion to Approve
- F. OCR 17-29 Mortgage Discharge (Graham) - Motion to Adopt
- G. OCR 17-30 Mortgage Discharge (Graham) - Motion to Adopt
- H. OCR 17-31 Mortgage Discharge (Mapes) - Motion to Adopt
- I. OCR 17-32 Mortgage Discharge (Weston) - Motion to Adopt

Special Presentations

- A. Smith & Johnson, Attorneys, P.C. - Opioid Litigation - Timothy P. Smith

Truth in Taxation Hearing

Committee Reports

- A. Budget & Finance Committee Recommendations
 1. OCR 17-28 Budget & General Appropriations Act

Administrator's Report

Department Head Report

- A. Treasurer Update - Diann Axford

City Liaison, Township & Village Representatives

Correspondence

New Business

- A. Financials
 1. November 17, 2017 Warrant
 2. November 21, 2017 Warrant
 3. November 28, 2017 Warrant

- B. Other Business

Public Comment

Board Remarks, Announcements, and Informal Discussions

Closed Session

Adjournment

**OTSEGO COUNTY
Board of Commissioners**



EXECUTIVE SUMMARY

AGENDA ITEM: Regular Minutes of November 14, 2017 w/attachments	AGENDA DATE: November 28, 2017
AGENDA PLACEMENT: Consent Agenda, Item A.	ACTION REQUESTED: Motion to Approve
STAFF CONTACT(S): Rachel Frisch, County Administrator	ATTORNEY REVIEW: No

BACKGROUND/DISCUSSION:

The County Board places its minutes of the former meeting on the current Consent Agenda. If there is a correction needed, the minutes will be removed from the Consent Agenda for discussion at a later time during the meeting.

RECOMMENDATION:

Staff requests approval of the Regular Minutes of November 14, 2017 with attachments.

November 14, 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 Paul Beachnau, followed by the Pledge of Allegiance led by Marlene Hopp.

Roll Call:

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

Consent Agenda:

Motion by Commissioner Paul Liss, seconded by Commissioner Duane Switalski, to approve the Regular Minutes of October 24, 2017 with attachments. Ayes: Unanimous. Motion carried.

Motion by Commissioner Paul Liss, seconded by Commissioner Duane Switalski, to approve the reappointment of Harry Charles Nelson to the Otsego County EMS Board to a term expiring on December 31, 2020. Ayes: Unanimous. Motion carried.

Motion by Commissioner Paul Liss, seconded by Commissioner Duane Switalski, to approve the reappointment of Duane Hoffman to the Otsego County Zoning Board of Appeals to a term expiring on December 31, 2020. Ayes: Unanimous. Motion carried.

Motion by Commissioner Paul Liss, seconded by Commissioner Duane Switalski, to approve the 2018 Board of Commissioners meeting schedule. Ayes: Unanimous. Motion carried. (see attached)

Motion by Commissioner Paul Liss, seconded by Commissioner Duane Switalski, to approve the 2018 holiday schedule. Ayes: Unanimous. Motion carried. (see attached)

Motion by Commissioner Paul Liss, seconded by Commissioner Duane Switalski, to approve the Otsego County Sheriff's Department Motorcycle safety program's sale/transfer of 5 motorcycles. Ayes: Unanimous. Motion carried. (see attached)

Motion by Commissioner Paul Liss, seconded by Commissioner Duane Switalski, to approve the Michigan Indigent Defense Compliance plan for standards 1 thru 4. Ayes: Unanimous. Motion carried. (see attached)

Committee Reports:

Motion by Commissioner Rob Pallarito, seconded by Doug Johnson, to approve the Otsego County Compensation Study (POAM). Ayes: Julie Powers, Paul Beachnau, Paul Liss, Duane Switalski, Rob Pallarito, Doug Johnson, Ken Borton, Bruce Brown. Nays: Ken Glasser. Motion carried. (see attached)

Motion by Commissioner Rob Pallarito, seconded by Commissioner Ken Glasser, to approve the Housing Committee fund 232 budget amendment. Ayes: Unanimous. Motion carried. (see attached)

Motion by Commissioner Rob Pallarito, seconded by Commissioner Julie Powers, to approve the Otsego County Soldiers' Relief Fund 293 budget amendment. Ayes: Unanimous. Motion carried. (see attached)

Motion by Commissioner Rob Pallarito, seconded by Commissioner Ken Glasser, to approve the Iron Belle Trail Construction Fund budget amendment. Ayes: Unanimous. Motion carried. (see attached)

Motion by Commissioner Rob Pallarito, seconded by Commissioner Doug Johnson, to approve fund 131 Law Clerk salary budget amendment. Ayes: Unanimous. Motion carried. (see attached)

Motion by Commissioner Rob Pallarito, seconded by Commissioner Ken Glasser, to approve the Funds 497 & 901 Alternative Education Program budget amendment. Ayes: Unanimous. Motion carried. (see attached)

Motion by Commissioner Rob Pallarito, seconded by Commissioner Bruce Brown, to approve the equipment fund for outfitting patrol car budget amendment. Ayes: Unanimous. Motion carried. (see attached)

Special Presentations:

Frances Whitney presented the NEMCSA 2016 annual report. Covers 11 core Counties, 22 counties total; 35 programs; early childhood services largest division, preschool and early headstart; school success partnership, liaisons that work in the schools with any students; housing and food services; volunteer services; senior services, partnered with Commission on Aging; In Otsego County, 20.7% of children live in poverty, 8.3% of senior citizens live in poverty; New NEMCSA endeavors, new position with agency-get the word out regarding services; new website is user friendly; new online referral forms; more community outreach and education. www.nemcsa.org

Administrator's Report:

Rachel Frisch reported the commissioners attended a tour of the 9-1-1 dispatch facility; Veterans' coffee hour 12-6-17 at 7:00 a.m. will be featured on 9&10 news; working on the lease with Community Mental Health; Groen Nature, easement language agreed, received transferred documents; tennis courts are done, fencing up painting needs to be finished; received the Otsego County Fair Queen picture to hang up in the County Building.

Department Head Report:

Marlene Hopp reported on the Housing Department and the Veterans' Affairs; presented projects the Housing Department is working on; Housing Board has 7 members; grant funds available applying for in January 2018; Veterans' Board has 5 members; in 2016, 2,262 Veterans/Surviving Spouses were assisted; Motorcycle safety, 227 students were trained, 57 motorcycles, 2 grants written; applied for 2018 State and Federal Grants; 2017 Survey and Remonumentation program, applied for grants.

Commissioner Doug Johnson left at 10:30 a.m.

Bill Kerr presented the 2017 apportionment report.

City Liaison, Township and Village Representative: None.

Correspondence: Commissioner Ken Glasser received 2 letters from the DNR regarding the AuSable; Commissioner Ken Borton received a letter from the DNR regarding property transfer in Chester Township.

New Business:

Motion by Commissioner Paul Beachnau, seconded by Commissioner Rob Pallarito, to approve the October 20, 2017 Warrant in the total amount of \$805.91. Ayes: Unanimous. Motion carried.

Motion by Commissioner Julie Powers, seconded by Commissioner Paul Liss, to approve the October 31, 2017 Warrant in the amount of \$236,362.58. Ayes: Unanimous. Motion carried.

Motion by Commissioner Ken Glasser, seconded by Commissioner Duane Switalski, to approve the November 7, 2017 Warrant in the amount of \$149,084.42. Ayes: Unanimous. Motion carried.

Motion by Commissioner Duane Switalski, seconded by Commissioner Paul Liss, to approve the November 14, 2017 Warrant in the amount of \$188,921.41. Ayes: Unanimous. Motion carried.

Chairman Ken Borton opened up the meeting for public comment.

Board Remarks:

Commissioner Rob Pallarito reported on the Veterans' Day celebrations, presented the wreath at the VFW ceremony.

Commissioner Ken Glasser had no report.

Commissioner Julie Powers reported on the outbreak of hepatitis A in Michigan.

Commissioner Bruce Brown had no report.

Commissioner Duane Switalski reported on the outbreak of Hepatitis A, spoke with Jon Deming at EMS regarding the outbreak; reported the Health Department is having an issue with Dental Clinic North, working on a resolution; reported on the EMS millage, passed overall.

Commissioner Paul Liss had no report.

Commissioner Paul Beachnau had no report.

Commissioner Ken Borton attended the MAC Board of Director's meeting, businesses want to move to Michigan in rural locations; expanding broadband services.

Meeting adjourned at 11:10 a.m.

Kenneth C. Borton, Chairman

Susan I. DeFeyter, Otsego County Clerk



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

2018
BOARD OF COMMISSIONERS
MEETING SCHEDULE

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

January 3* *(Organizational Meeting)*

January 9

January 23

February 13

February 27

March 13

March 29* *(4th Thursday due to MAC Legislative Conference)*

April 10

April 24

May 8

May 22

June 12

June 26

July 10

July 24

August 14

August 28

September 11

September 25

October 9

October 23

November 13

November 27

December 11* *(one meeting held this month)*



Otsego
C O U N T Y

ESTABLISHED 1875

M I C H I G A N

2018 Holiday Schedule

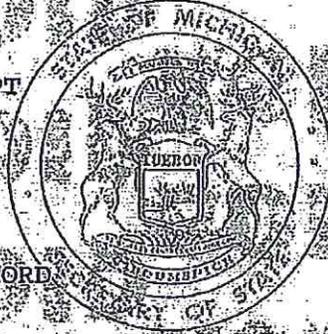
Monday, January 1 st	New Year's Day
Tuesday, January 2 nd (observed)	New Year's Eve
Monday, February 19 th	Presidents' Day
Friday, March 30 th	Good Friday
Monday, May 28 th	Memorial Day
Wednesday, July 4 th	Independence Day
Monday, September 3 rd	Labor Day
Monday, November 12 th (observed)	Veterans' Day
Thursday, November 22 nd	Thanksgiving Day
Friday, November 23 rd	Friday after Thanksgiving
Monday, December 24 th	Christmas Eve
Tuesday, December 25 th	Christmas Day
Monday, December 31 st	New Year's Eve
Tuesday, January 1 st (2019)	New Year's Day

COPY

CERTIFICATE OF TITLE

VEHICLE IDENTIFICATION NUMBER: 3Y6012918
 YEAR: 1980 MAKE: YAMAHA MODEL: BODY STYLE: MOTOR CYCLE
 TITLE NUMBER: 299F2510068 T ISSUE DATE: 09/11/2017 ODOMETER: BRAND/LEGEND: MUNICIPAL
 WEIGHT/FEE CATEGORY: ODOMETER BRAND:

OWNER(S) NAME AND ADDRESS
 OTSEGO COUNTY SHERRIFS DEPT
 124 S COURT AVE
 GAYLORD MI 49735



VOID

NO SECURED INTEREST ON RECORD

Title Assignment by Seller

State and federal laws require the seller(s) to indicate mileage when ownership is transferred. Failure to complete or providing false information may result in civil liability, fines and/or imprisonment. ANY ALTERATION, ERASURE, FALSE STATEMENT, FORGERY OR FRAUD VOIDS THIS TITLE AND IS A CRIME.

Completed by Seller	I warrant that the ownership of the vehicle described on Certificate of Title has been transferred to the following purchaser(s) and is free of all previous liens:			
	Printed Name of Purchaser(s)		Date of Sale	Selling Price
	Purchaser's Street Address		City	State Zip
	I (we) certify that the odometer reading is: <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input checked="" type="checkbox"/> and that to the best of my knowledge the odometer mileage is: <small>(No Units)</small> <input type="checkbox"/> actual mileage <input type="checkbox"/> not actual mileage - WARNING ODOMETER DISCREPANCY <input type="checkbox"/> exceeds mechanical limits of odometer (odometer has rolled over)			
	Signature of Seller(s) X		Printed Name of Seller(s)	
Completed by Buyer	Seller's Street Address		City	State Zip
	<small>A \$15.00 Late Fee is Due for Failure to Apply for Title Within 15 Calendar Days of Date of Assignment</small>			
	Signature of Purchaser(s) X		Printed Name of Purchaser(s)	
NEW LIENHOLDER INFORMATION: The information below must be on an application for title and presented to the Michigan Department of State.				
Secured Party:		Address:		

The State of Michigan, Michigan Department of State certifies that this certificate of title is issued in compliance with the laws of Michigan and constitutes prima facie proof of ownership. Further on the date of title issuance, the described vehicle was subject to the security interest(s) listed above.

MAILING ADDRESS

OTSEGO COUNTY SHERRIFS DEPT
 124 S COURT AVE
 GAYLORD MI 49735

S02309408

****NOTICE TO SELLERS****
 Sellers must keep a receipt or photocopy of the reassigned title for their records for 18 months or accompany the purchaser to a Secretary of State Office.



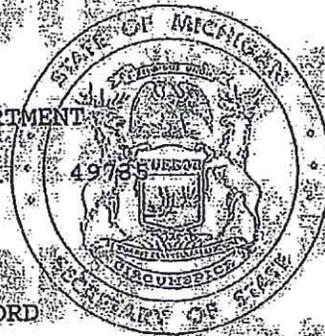
CERTIFICATE OF TITLE

THIS IS A DUPLICATE CERTIFICATE AND MAY BE SUBJECT TO THE RIGHTS OF A PERSON UNDER THE ORIGINAL CERTIFICATE

VEHICLE IDENTIFICATION NUMBER: JH2JC0632LK001115
YEAR: 1990
MAKE: HONDA
MODEL:
BODYSTYLE: MTRCYCLE
TITLE NUMBER: 299E3550047-D
ISSUE DATE: 12/20/2016
ODOMETER:
BRAND/LEGEND:
WEIGHT/FEE CATEGORY:
ODOMETER BRAND:

OWNER(S) NAME AND ADDRESS:

OTSEGO COUNTY SHERIFF DEPARTMENT
124 SOUTH COURT STREET
GAYLORD, MI 49735



VOID

NO SECURED INTEREST ON RECORD

COPY

Title Assignment by Seller

State and federal laws require the seller(s) to indicate mileage when ownership is transferred. Failure to complete or providing false information may result in civil liability, fines and/or imprisonment. ANY ALTERATION, ERASURE, FALSE STATEMENT, FORGERY OR FRAUD VOID THIS TITLE AND IS A CRIME.

Form containing fields for: Printed Name of Purchaser(s), Date of Sale, Selling Price, Purchaser's Street Address, City, State, Zip, Odometer reading, Signature of Seller(s), Printed Name of Seller(s), Seller's Street Address, City, State, Zip, Signature of Purchaser(s), Printed Name of Purchaser(s), and NEW LIENHOLDER INFORMATION.

The State of Michigan, Michigan Department of State certifies that this certificate of title is issued in compliance with the laws of Michigan and constitutes prima facie proof of ownership. Further, on the date of title issuance, the described vehicle was subject to the security interest(s) listed above.

MAILING ADDRESS

83382023

NOTICE TO SELLERS

Sellers must keep a receipt or photocopy of the reassigned title for their records for 18 months or accompany the purchaser to a Secretary of State Office.

OTSEGO COUNTY SHERIFF DEPARTMENT
124 SOUTH COURT STREET
GAYLORD MI 49735



CERTIFICATE OF TITLE

THIS IS A DUPLICATE CERTIFICATE AND MAY BE SUBJECT TO THE RIGHTS OF A PERSON UNDER THE ORIGINAL CERTIFICATE

VEHICLE IDENTIFICATION NUMBER: JH2UC0630LK001081
 YEAR: 1990
 MAKE: HONDA
 MODEL: MTRCYCLE
 BODY STYLE: MTRCYCLE
 TITLE NUMBER: 299E3550033 D
 ISSUE DATE: 12/20/2016
 ODOMETER: [blank]
 BRAND/LEGEND: [blank]
 WEIGHT/FEE CATEGORY: [blank]
 ODOMETER BRAND: [blank]

OWNER(S) NAME AND ADDRESS:

OSTEGO COUNTY SHERIFF DEPARTMENT
 124 SOUTH COURT STREET
 GAYLORD MI 49735



NO SECURED INTEREST ON RECORD

COPY

Title Assignment by Seller

State and federal laws require the seller(s) to indicate mileage when ownership is transferred. Failure to complete or providing false information may result in civil liability, fines and/or imprisonment. ANY ALTERATION, ERASURE, FALSE STATEMENT, FORGERY OR FRAUD VOIDS THIS TITLE AND IS A CRIME.

I warrant that the ownership of the vehicle described on Certificate of Title has been transferred to the following purchaser(s) and is free of all previous liens.

Printed Name of Purchaser(s)	Date of Sale	Selling Price
Purchaser's Street Address	City	State Zip

I (we) certify that the odometer reading is and that to the best of my knowledge the odometer mileage is: (No Tenths)
 actual mileage not actual mileage - WARNING ODOMETER DISCREPANCY: exceeds mechanical limits of odometer (odometer has rolled over)

Signature of Seller(s)	Printed Name of Seller(s)
Seller's Street Address	City State Zip

A \$15.00 Late Fee is Due for Failure to Apply for Title Within 15 Calendar Days of Date of Assignment

I am aware of the above odometer certification made by the seller(s).

Signature of Purchaser(s)	Printed Name of Purchaser(s)
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NEW LIENHOLDER INFORMATION: The information below must be on an application for title and presented to the Michigan Department of State.

Secured Party:	Address:
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The State of Michigan, Michigan Department of State certifies that this certificate of title is issued in compliance with the laws of Michigan and constitutes prima facie proof of ownership. Further, on the date of title issuance, the described vehicle was subject to the security interest(s) listed above.

MAILING ADDRESS

OSTEGO COUNTY SHERIFF DEPARTMENT
 124 SOUTH COURT STREET
 GAYLORD MI 49735

883382032

****NOTICE TO SELLERS****
 Sellers must keep a receipt or photocopy of the reassigned title for their records for 18 months or accompany the purchaser to a Secretary of State Office.



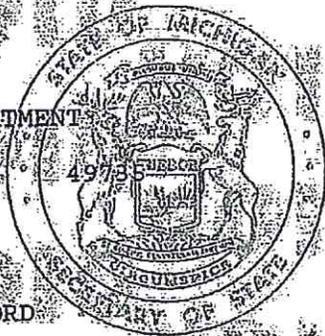
CERTIFICATE OF TITLE

THIS IS A DUPLICATE CERTIFICATE AND MAY BE SUBJECT TO THE RIGHTS OF A PERSON UNDER THE ORIGINAL CERTIFICATE

VEHICLE IDENTIFICATION NUMBER: JH2JC0631LK001123
 YEAR: 1990
 MAKE: HONDA
 MODEL:
 BODY STYLE: MTRCYCLE
 TITLE NUMBER: 299E3550041-D
 ISSUE DATE: 12/20/2016
 ODOMETER:
 BRAND/LEGEND:
 WEIGHT/FEE CATEGORY:
 ODOMETER BRAND:

OWNER(S) NAME AND ADDRESS:

OTSEGO COUNTY SHERIFF DEPARTMENT
 124 SOUTH COURT STREET
 GAYLORD MI 49735



VOID

NO SECURED INTEREST ON RECORD

COPY

Title Assignment by Seller

State and federal laws require the seller(s) to indicate mileage when ownership is transferred. Failure to complete or providing false information may result in civil liability, fines and/or imprisonment. ANY ALTERATION, ERASURE, FALSE STATEMENT, FORGERY OR FRAUD VOIDS THIS TITLE AND IS A CRIME.

I warrant that the ownership of the vehicle described on Certificate of Title has been transferred to the following purchaser(s) and is free of all previous liens:

Completed by Seller	Printed Name of Purchaser(s)	Date of Sale	Selling Price
	Purchaser's Street Address	City	State Zip
Completed by Seller	I (we) certify that the odometer reading is <input type="checkbox"/> <input checked="" type="checkbox"/> and that to the best of my knowledge the odometer mileage is:		
	<input checked="" type="checkbox"/> actual mileage <input type="checkbox"/> not actual mileage - WARNING ODOMETER DISCREPANCY <input type="checkbox"/> exceeds mechanical limits of odometer (odometer has rolled over)		
	Signature of Seller(s)	Printed Name of Seller(s)	
Completed by Buyer	Seller's Street Address	City	State Zip
	I am aware of the above odometer certification made by the seller(s). A \$15.00 Late Fee is Due for Failure to Apply for Title Within 15 Calendar Days of Date of Assignment		
Completed by Buyer	Signature of Purchaser(s)	Printed Name of Purchaser(s)	
	NEW LIENHOLDER INFORMATION: The information below must be on an application for title and presented to the Michigan Department of State.		
Completed by Buyer	Secured Party:	Address:	

The State of Michigan, Michigan Department of State certifies that this certificate of title is issued in compliance with the laws of Michigan and constitutes prima facie proof of ownership. Further, on the date of title issuance, the described vehicle was subject to the security interest(s) listed above.

MAILING ADDRESS:

OTSEGO COUNTY SHERIFF DEPARTMENT
 124 SOUTH COURT STREET
 GAYLORD MI 49735

G83382021
 NOTICE TO SELLERS

Sellers must keep a receipt or photocopy of the reassigned title for their records for 18 months or accompany the purchaser to a Secretary of State Office.



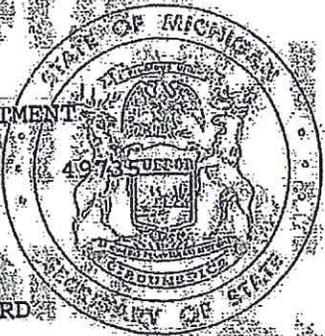
CERTIFICATE OF TITLE

THIS IS A DUPLICATE CERTIFICATE AND MAY BE SUBJECT TO THE RIGHTS OF A PERSON UNDER THE ORIGINAL CERTIFICATE

VEHICLE IDENTIFICATION NUMBER: JH2JC6635LK001092
YEAR: 1990
MAKE: HONDA
MODEL:
BODY STYLE: MTRCYCLE
TITLE NUMBER: 299E3550086
ISSUE DATE: 12/20/2016
ODOMETER:
BRAND/LEGEND:
WEIGHT/FEE CATEGORY:
ODOMETER BRAND:

OWNER(S) NAME AND ADDRESS

OTSEGO COUNTY SHERIFF DEPARTMENT
124 SOUTH COURT STREET
GAYLORD MI 49735



VOID

NO SECURED INTEREST ON RECORD

COPY

Title Assignment by Seller

State and federal laws require the seller(s) to indicate mileage when ownership is transferred. Failure to complete or providing false information may result in civil liability, fines and/or imprisonment. ANY ALTERATION, ERASURE, FALSE STATEMENT, FORGERY OR FRAUD VOIDS THIS TITLE AND IS A CRIME.

Form with fields for Purchaser Name, Date of Sale, Selling Price, Signature of Seller, and Signature of Purchaser.

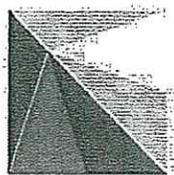
The State of Michigan, Michigan Department of State certifies that this certificate of title is issued in compliance with the laws of Michigan and constitutes prima facie proof of ownership. Further, on the date of title issuance, the described vehicle was subject to the security interest(s) listed above.

MAILING ADDRESS
OTSEGO COUNTY SHERIFF DEPARTMENT
124 SOUTH COURT STREET
GAYLORD MI 49735

883382018

NOTICE TO SELLERS
Sellers must keep a receipt or photocopy of the reassigned title for their records for 18 months or accompany the purchaser to a Secretary of State Office.





MICHIGAN INDIGENT DEFENSE COMMISSION

Compliance Plan for Indigent Defense Standards 1 – 4

INSTRUCTIONS

Local indigent defense systems have until **November 20, 2017**, to submit to the Michigan Indigent Defense Commission (MIDC) a plan for compliance with the first four approved minimum standards for indigent criminal defense services. This document includes instructions and a compliance plan structure for the submission and information on how to calculate your request for state funding. All application questions must be answered within the requirements, and all attachments and signatures included for a complete application. Failure to submit a complete application will result in the application being disapproved and returned, per MCL 780.993(4). Applications should be submitted through the MIDC's web portal at <http://portal.michiganidc.gov/>.

The application document includes the following sections: Applicant Information, Compliance Plan Narrative, Cost Analysis, Local Share Calculation, Data Collection, and Grant Calculation. The MIDC website, <http://michiganidc.gov>, hosts helpful information for compliance planning including additional guidelines, detailed white papers on each of the four standards and several model plans including sample cost analyses for different local indigent defense delivery systems.

Guidelines for the Cost Analysis and Local Share in the Compliance Plan

All proposed, estimated, or actual expenditures reported in either the Cost Analysis or the Local Share should be reflective of direct indigent defense system activities. For any funding requests for ancillary agencies, the claimed expense must be reasonably and directly related to the indigent defense function, with a clear justification and compelling rationale. The Local Share calculation – which acts as a baseline for continued funding unit contribution to the indigent defense system – may be reported as an estimate if the actual funding level cannot be calculated. If an estimate is provided for the Local Share, the methodology to calculate the estimate must be reported. All Local Share calculations must be certified by the authorizing official on the application. The following instructions provide general guidance for the Cost Analysis and, specifically, the enhanced costs to meet the provisions of the four standards. The costs, expenditures, and rates proposed are presumed reasonable; variations will be considered on a case-by-case basis.

Standard 1 - Indigent defense systems may achieve this standard by having attorneys register for a specific training or by facilitating a local or regional training program. Registration for CLE hours will be allowed at the rate of \$25 per credit hour. Instructors for training programs will be reimbursed at reasonable consultant rates commensurate with the local market. A guideline for illustrative purposes may be up to \$75/hr with allowance for program development and preparation time for the training. Travel expenses for the attorneys to attend training or instructors for training programs will be reimbursed at current State of Michigan travel rates for mileage, meals, and lodging, if needed.

Standard 2 - Attorney time to meet this standard will be reimbursed according to reasonable local attorney rates, whether salaried, contract, or assigned attorneys. To facilitate early communication, practical use of technologies available for digital face-to-face communication may be employed. Supplies and equipment needed for technology-based communications will be considered. If it is necessary to create or alter building space to provide a confidential setting for attorneys and their clients, renovation expenses are allowed up to a maximum of \$25,000 per location. Requests exceeding \$25,000 will be reviewed with higher due diligence and considered with accompanying documentation for justification.

Standard 3 - Expenses for investigators will be considered at hourly rates not to exceed \$75. Expenses for expert witnesses will follow a tiered level of compensation based on education level and type of expert,* not to exceed these amounts:

High School or Equivalent	\$30/hr
Associate's Degree	\$50/hr
Bachelor's Degree	\$70/hr
Master's Degree	\$85/hr
Crime Scene and Related Experts	\$100/hr
CPA/Financial Expert	\$100/hr
Pharmacy/PharmD	\$125/hr
Information Technology Experts	\$150/hr
Ph.D./Licensed Doctor	\$200/hr

**The table of expert hourly rates is adopted from the guidelines published by the North Carolina Indigent Defense Services Commission. Variations will be considered on a case-by-case basis.*

Each indigent defense system will be limited to a capped amount of funds for investigators and experts based on the total new circuit adult criminal filings within the jurisdiction in the most recent calendar

year, as reported and certified with the State Court Administrative Office. Systems within district courts of the 3rd class are considered in Tier I unless special circumstances are presented.

0 - 499 cases/year = Tier I - \$10,000

500 - 999 cases/year = Tier II - \$25,000

1,000 - 9,999 cases/year = Tier III - \$50,000

Over 10,000 cases/year = Tier IV = To be determined based on further discussion and review of records of the system(s)

Standard 4 - Attorney time to meet this standard should be reimbursed according to reasonable attorney rates, whether salaried, contract, or assigned attorneys. Methods for implementation can include on-call or appointed attorney systems, or other efficient models.

APPLICANT INFORMATION

Applicant Funding Unit(s): Otsego County

Trial Courts Included in this Compliance Plan Submission: 46th Circuit-Otsego County & 87-A District

Fiduciary Funding Unit: Otsego County

Federal ID Number: 382-44-1851

Street Address/City/Zip Code: 225 West Main Street, Gaylord, MI 49735

AUTHORIZED OFFICIAL (Person Authorized to Enter into Agreements):

Name and Title

Rachel Frisch, County Administrator

Street Address/City/Zip

225 West Main Street, Gaylord, MI 49735

Telephone

(989) 731-7524

Email Address

rfrisch@otsegocountymi.gov

Signature

Date

CONTACT INFORMATION

PRIMARY CONTACT

(Person Responsible for Oversight and Reporting of Standards Implementation):

Name and Title

Victoria A. Courterier, Court Administrator

Street Address/City/Zip

800 Livingston Blvd., Suite 3B, Gaylord, MI 49735

Telephone

Email Address

(989) 731-0228

vcourterier@otsegocountymi.gov

Signature

Date

FINANCIAL CONTACT

(Person Responsible for Grant Accounting):

Name and Title

Tracey A. Cruz

Street Address/City/Zip

800 Livingston Blvd., Suite 3B, Gaylord, MI 49735

Telephone

Email Address

(989) 731-0228

tcruz@otsegocountymi.gov

Signature

Date

COMPLIANCE PLAN NARRATIVE

Briefly describe the indigent defense delivery system(s) – contract, assigned counsel, or public defender – that the funding unit(s), for which this application is being considered, employed to deliver services before the MIDC Act took effect (July 1, 2013):

This Court contracts with a local law firm to provide legal representation to all indigent parties charged with criminal offenses in the Otsego County Court system. Legal representation is provided by and through the Contract Administrator through a series of subcontractors with various attorneys and/or law firms. The Otsego County Courts retain the right to approve or reject any of the subcontractors tendered by and through the current contract.

Generally, how does the system(s) intend to comply with the MIDC standards 1-4? Please address whether you will continue with the model in place above, whether you have already made a transition to a new delivery system, or whether you intend to transition to a new delivery system.

We will continue to use our contract defender system.

Please identify the name and position held (e.g., county administrator, judge, defense attorney, etc.) for each person involved in the compliance planning process for this delivery system.

Rachel Frisch, County Administrator

George J. Mertz, Chief Circuit Court Judge

Victoria A. Courterier, Court Administrator

Gary L. Gelow, Defense Contract Administrator

Provide an attachment with the names, license or P#'s, and years of criminal defense experience for all attorneys the funding unit(s) intends to have deliver services as part of the local indigent defense system.

<u>Attorney Name</u>	<u>P#</u>	<u>Years of Criminal Experience</u>
Gary L. Gelow	P33031	36 years
Warran Wahl	P78662	3 years
David M. Delaney	P43485	27 years
David P. Leonardson	P44417	13 years
New Attorney - TBD		

Standard 1 – Training and Education

Attorneys with fewer than two years of experience practicing criminal defense in Michigan shall participate in one basic skills acquisition class. Do any of the attorneys included in this plan have fewer than the required experience and require this training? How many?

No

All attorneys shall annually complete at least 12 hours of continuing legal education. How many attorneys require training in this plan?

5

How will the funding unit(s) ensure that the attorneys satisfy the 12 hours of continuing legal education during the plan year?

The first standard requires all attorneys accepting adult criminal assignments at the trial court level to annually complete at least twelve hours of continuing legal education. The courses taken to satisfy this requirement must be relevant to criminal defense.

All members of the current contract accepting criminal court assignments will participate in one of the two regional trainings each year presented by CDAM or participate in statewide CDAM trainings for a total of at least 12 hours each year. Each attorney will be required to complete an evaluation for training.

Possible courses include:

1. a multi-day trial college offered by the criminal defense attorneys of Michigan (CDAM) <https://cdam.wildapricot.org/>
2. CDAM's "A Is for Attorney" Program <https://cdam.wildapricot.org/>
3. CDAM's Skills Training Course <https://cdam.wildapricot.org/>
4. CDAM's Summer Training <https://cdam.wildapricot.org/>

Non-CDAM Member – \$75.00

5. CDAM's Gideon's Promise Core 101 Summer institute <http://www.gideonspromise.org/programs/core-101>
6. CDAM Regional Conferences. *The Criminal Defense Attorneys of Michigan offer two regional trainings each year, and full attendance at one of those conferences will satisfy the 12-hour requirement pursuant to the Standard.*
<https://cdam.wildapricot.org/event-2622778>
7. CDAM's statewide trainings will count toward the 12-hour requirement.
8. ICLE Webinars such as: Alternatives to Incarceration; Arraignment; Attorney/Client Relation; Case/Statutory/Other Updates; Collateral Consequences; Crimes; Defenses; Discovery/Investigation; Drunk Driving and Drunk Driving Updates; Evidence; Expungement; Medical Marijuana Updates; Motions; Pleas and Plea Agreements; Preliminary Examination; Pretrial Conferences; Probation and Probation Violation Hearings; Sentencings in Circuit and District Court, and Trial practices. Up to \$250.00 per webinar for non-ICLE members
9. Trainings provided by SADO's Criminal Defense Resource Center will count toward the 12-hour requirement in Standard 1.
10. Trainings provided by the State Bar of Michigan's Criminal Law Section will count toward the 12-hour requirement in Standard 1.
11. The MIDC may conduct at least 12 hours and up to 24 hours of training each year that will count towards the 12-hour requirement in Standard 1.

Cost of registration/tuition (rate not to exceed \$25 per credit hour)

Training will be funded through compliance plans submitted by the local delivery system or other mechanism that does not place a financial burden on assigned counsel.

Travel:

Travel will be provided at the amount of .36/mile (see <http://courts.mi.gov/>).

Other Expenses such as meals will be provided at a reasonable rate.

Webinars:

National Association for Public Defense (an annual rate of \$20/per criminal defense attorney for membership and access to programing.)

Michigan State Appellate Defender Office (an annual rate of \$50/per criminal defense attorney for membership and access to programing.)

Cost Analysis

Cost is based on 5 attorneys attending the spring of 2019 CDAM conference in Troy, Michigan.

5 attorneys X \$300 (\$25/credit hour) for CDAM Spring 2019 seminar =	\$1,500
Attorney hourly rate to attend training \$150/hour x 18 hours = \$2,700 x 5 =	\$13,500
Travel .36/mile X 432 (round trip from Gaylord to Troy) = 155.52 X (5 lawyers) =	\$771
Meals (Breakfast-\$10x2=50x5; Lunch-\$15x2=30x5; Dinner-\$20.00 X 2 = 40 X 5 =	\$450
Room Rate not to exceed \$145.00/night X 2 = \$290 X 5 =	\$1,450
Total approximate for education programs =	<u>\$17,671</u>

Standard 2 – Initial Interview

When a client is in local custody, counsel shall conduct an initial client intake interview within three business days after appointment. When a client is not in custody, counsel shall promptly deliver an introductory communication so that the client may follow-up and schedule a meeting. To be successful, this requires immediate notification of appointment and client contact information.

How does the plan facilitate immediate attorney assignment and notification of new cases? How will the system ensure attorneys are completing their interviews within three business days? How will the initial interview be accomplished?

The attorneys receive an Order of Assignment (MC222) via fax from the criminal clerk immediately after appointment. The Order is faxed directly from the courtroom, and includes complete contact information for the defendant. Appointments are made based on the Courts finding of indigency and attorneys are appointed in a rotating schedule unless the Defendant has a pending case in Otsego County in which case the Defendant is appointed the same attorney as he/she currently has.

How will the system ensure interviews are done within 3 days

Initial Interview – The Court will require each attorney to meet with their appointed client within three business days after the appointment of counsel. The Court verifies the defendant's telephone number and address so that the attorney can contact their client within the allotted time.

Attorneys will visit in person when practicable, and will be paid on an hourly basis to be billed in quarter hour increments not to exceed one hour for each initial interview where the defendant is charged with a misdemeanor (\$100/hr), or two hours for each initial interview where the defendant is charged with a felony (\$110/hr).

In instances where an in-person visit is not practicable, the attorneys will conduct the initial interview via video (Polycom, Skype, etc.) on iPads that will be purchased.

This standard further requires a confidential setting be provided for all client interviews.

Does the jail have confidential space for attorney-client interviews? Describe the space available for the interviews or the plan to provide confidential space.

The jail does not currently have an adequate room, but suitable space is being re-purposed and will be reviewed with the MIDC's Regional Manager for compliance planning purposes. The room that is currently utilized for attorney-client interviews does have a door capable of closing for privacy, as well as windows so that occupants can be viewed by the jail staff. However, the room is not "finished" and also requires furniture that cannot be thrown as well as an emergency buzzer for the door. Once these upgrades are completed, conversations will not be overheard in this space.

In the instances where the defendant is lodged and video is the means of client interview, the defendant will be placed in the Polycom room (secured section of the jail). The door to the Polycom room will need a window installed so the inmate can be safely secured in the room, without a corrections officer present. With the door closed, a confidential conversation can be held via Polycom and conversations will not be overheard in this space.

Does the courthouse have confidential space for attorney-client interviews? Describe the space available for the interviews or the plan to provide confidential space.

Yes. At District Court, there is a very small conference room located just outside of the courtroom. The door can be closed for privacy, and there is a window in the door. Conversations cannot be overheard in this space. In the Circuit Court building, conference rooms are available in the hall just outside of the courtroom. The door can be closed for privacy and conversations cannot be overheard in this space.

Standard 3 – Experts and Investigators

This standard requires counsel to conduct an independent investigation. When appropriate, counsel shall request funds to retain an investigator to assist with the client's defense. Counsel shall request the assistance of experts where it is reasonably necessary to prepare the defense and rebut the

prosecution's case. Counsel has a continuing duty to evaluate a case for appropriate defense investigations or expert assistance.

How will this standard be complied with by the delivery system?

There is a separate line item in the indigent defense budget to pay for experts or investigative services. The Contract Administrator (or his designee) will retain expert witnesses and/or investigative services at his discretion, not to exceed the hourly rates published by the MIDC, for a maximum of \$10,000 in the compliance plan year.

Standard 4 – Counsel At First Appearance and Other Critical Stages of the Case

Counsel shall be appointed to provide assistance to the defendant as soon as the defendant's liberty is subject to restriction by a magistrate or judge. All persons determined to be eligible for indigent criminal defense services shall also have appointed counsel at pre-trial proceedings, during plea negotiations and at other critical stages, whether in court or out of court.

How will this standard be complied with by the delivery system?

Arraignments are conducted every Monday and Thursday of each week and/or as needed on an emergency basis. The Court will have counsel available in person in the courthouse, or via Polycom when necessary, to handle the ten hours of sessions each week, or as needed, on an hourly basis, for a total maximum of 15 hours per week (15 hrs./week x 52 weeks = \$85,800/year) to be added to the current contract.

In addition, counsel will be present at all probation violation hearings, as well as any other critical stages of the case for approximately 156 hours per year, (156 hr./year x \$110/hr. = \$17,160/year), to be added to the current contract.

COST ANALYSIS

The MIDC Act requires funding unit(s) to provide a cost analysis as part of a request for state funding. The cost analysis should include all total indigent criminal defense services costs for compliance with minimum standards and the amount of funds in excess of the local share necessary to comply with the standards.

Refer to the instructions guide for grant allowances.

Personnel

Include staff, if any, whose work is or will be reasonably and directly related to the indigent defense function.

Name	Position	Computation	Total
W. Howard	Deputy Clerk	20% of workload relating to indigent defense. 8 hours per week x \$14.74/hr. x 52 wks/year	\$6,132
Total			\$6,132

Describe the duties of the positions listed (whether full-time or part-time) the number of hours worked, and rate of pay. Identify whether the positions will be a new cost as a result of the compliance plan.

Fringe Benefits	Percentage	Total
Employer FICA	20%	\$439.77
Retirement	20%	\$1,076.71
Hospital Insurance	20%	\$2,721.02
Dental Insurance	Incl. w/Hospital	
Vision Insurance	Incl. w/Hospital	
Unemployment	20%	\$80.00
Worker's Compensation	20%	\$16.10
Life Insurance	20%	\$75.48
Other		
Other		
TOTAL		\$4,409.08

Travel and Training

Include registrations for continuing legal education hours and training. Travel expenses should adhere to local funding unit travel policies, not to exceed State of Michigan standardized travel rates.

TYPES OF TRAVEL/TRAINING	COMPUTATION	TOTAL
Attorney Training CDAM 2019 Spring Conference	See previous cost analysis	\$1,500
Attorney Hourly Rate	See previous cost analysis	\$13,500
Attorney Travel for Training (lodging, mileage & meals)	See previous cost analysis	\$2,671
Michigan State Appellate Defender Office Membership	\$50/year x 5 attorneys	\$250
TOTAL		\$17,921

Provide detail for the types of travel and training expenses with applicable rates. Identify whether the expense is new as a result of the compliance plan.

Supplies and Other

Include all other expenses not provided elsewhere in the cost analysis.

ITEM	COMPUTATION	TOTAL
Apple iPads to comply with MIDC first appearance standard	\$429.00 x 5 attorneys	\$2,145.00
Copy/Reproduction of Police Reports, Discovery, etc.	\$1.20/page x 25 pages x 498 cases per year	\$14,940
Postage	\$3.00/Police Report x 498 cases per year	\$1,494
Secured Furniture for the jail attorney/client room	County will request bids per standard policy.	Not to Exceed \$8,000
TOTAL		\$26,579.00

Provide details for supplies and other expenses. Identify whether the expense is new as a result of the compliance plan.

Total Cost Analysis (sum of all expenditure sections)

\$394,017.08

The MIDC Act, MCL 780.993(2), allows for an indigent defense system to request reimbursement as part of the total grant for the cost of developing the compliance plan. If submitting a claim for this expense, provide an explanation and calculation with details of all plan development costs. Attach a separate document with the compliance plan submission if needed.

GRANT CALCULATION

TOTAL COST ANALYSIS	\$394,017.08
COMPLIANCE PLANNING COSTS	+ \$1,992.00
LOCAL SHARE	- \$138,616.00

LOCAL SHARE CALCULATION

The Local Share is defined as an indigent criminal defense system's average annual direct expenditures for adult criminal defense services for three fiscal years preceding the creation of the MIDC Act (effective July 1, 2013). Collections or reimbursements made to the system for partially indigent defendants are applied to the calculation.

Expenditures to be included in the calculation:

- Payments to criminal defense attorneys (contracts, public defenders, appointed systems, hybrid systems) for providing indigent adult criminal defense services including services for expedited docket programs, criminal contempt, juveniles waived into adult court, appeals from district to circuit court or eligible interlocutory appeals to the Court of Appeals
- Payments to experts and investigators
- Other expenses including attorney supplies, travel, or training

Services not included as expenditures:

- Post-sentencing appeals
- Probate, Juvenile Delinquency, Abuse and Neglect cases

- Civil Contempt
- Counsel at lineup (before charges are filed)

Reimbursements:

- Fees paid by or on behalf of a defendant for indigent criminal defense services including payments by the Michigan Department of Corrections and grant payments that include indigent defense services as eligible grant expenditures (i.e. expedited docket programs)

If the actual expenses and reimbursements cannot be calculated as exact, identify that you are providing estimates and discuss the methodology for determining the estimated local share.

FISCAL YEAR	TOTAL EXPENSES	REIMBURSMENTS	NET EXPENSES
2010	\$137,700		
2011	\$139,074		
2012	\$139,074		
Average of Three Fiscal Years	\$138,616		

Certification: I certify to the best of my knowledge and belief that the calculation of the local share is correct and complete and that all fiscal details included are direct indigent defense system expenditures and reimbursements in the given fiscal years.

Authorizing Official Name Rachel Frisch
 (Printed) (Signature)

Title County Administrator Date 11/13/17

Data Collection

In the future, the MIDC expects to collect data on the following topics related to the first four standards. Data points include "system-wide data" (pertaining to each indigent defense system), "attorney-level data" (pertaining to each attorney) and "case-level data" (pertaining to each individual court case). This list is not exhaustive but offers guidance on the types of data that will be critical to demonstrating standards compliance.

System-Wide Data Points

- Local requirements for training
- Existence of local training options
- Structure of any local administrative bodies responsible for identifying training needs and implementing training
- Mechanism(s) and timeline for notifying attorneys of new appointments
- Existence of confidential space for attorney-client interviews in holding facilities and courthouses
- Mechanism(s) by which attorneys request investigators or expert witnesses
- Delivery models for provision of counsel at first appearance

Attorney-Level Data Points

- P numbers and contact information
- Total number of annual completed CLE credits
- Location, date and content of all completed training courses

Case-Level Data Points

- Defendant request for appointed counsel
- Court appointment of counsel and date
- Date of attorney notification of appointment
- Date of initial client interview
- Request for investigator, date granted or denied
- Request for expert witness, date granted or denied
- Presence of counsel at first appearance
- Mechanism by which counsel at first appearance was provided
- Type and amount of bail issued, if any

The MIDC Act, MCL 780.993 (9), requires the state to appropriate funds for the reasonable costs associated with data required to be collected by the MIDC in excess of the local government's data costs for other purposes. Costs associated with data collection are not required to be submitted with this compliance plan submission but will be addressed at a future date and are remarked here for informational purposes.

Proposed 2018 POAM Wage Progression Schedule - COLA not included

Grade	Minimum			Maximum
	Step 1	Step 2	Step 3	Step 4
4	\$13.57	\$14.70	\$15.83	\$16.96
6	\$14.96	\$16.21	\$17.46	\$18.70
7	\$15.71	\$17.02	\$18.33	\$19.64



**OTSEGO COUNTY
BUDGET AMENDMENT**

FUND/DEPARTMENT: 232/Housing Committee

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 Budget Amendment to Housing 232 account

REVENUE Fund 232 - Housing Committee

Account Number	Decrease	Increase
232025 664010 Interest - General	\$	\$ 150
232400 607320 Fee - Late Payment	\$	\$ 595
232400 676010 Reimbursement - General	\$	\$ 96,165
	\$	\$
Total	\$	\$ 96,910

EXPENDITURE

Account Number	Increase	Decrease
232999 999000 Transfer Out	\$ 96,910	\$
	\$	\$
	\$	\$
	\$	\$
	\$	\$
	\$	\$
Total	\$ 96,910	\$

Mark K. Happ
Department Head Signature

10/18/2017
Date

Rachel Frisch
Administrator's Signature

10/24/17
Date

Finance Department

Entered:

By:

11/14/17
Board Approval Date (if necessary)

Budget Adjustment #

Posting Number



**OTSEGO COUNTY
BUDGET AMENDMENT**

FUND/DEPARTMENT: 293/Soldiers' Relief 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

REVENUE

Account Number	Decrease	Increase
293-050-400.001 Budgeted use of FB	\$	\$ 5000.00
	\$	\$
	\$	\$
	\$	\$
Total	\$	\$

EXPENDITURE

Account Number	Increase	Decrease
293-689-930.999 Misc Other Services	\$ 5000.00	\$
	\$	\$
	\$	\$
	\$	\$
	\$	\$
	\$	\$
Total	\$	\$

Mark Hagan 10/18/17
 Department Head Signature Date

Rachel Frisch 10/24/17
 Administrator's Signature Date

11/14/17

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

Finance Department
Entered:
By:



**OTSEGO COUNTY
BUDGET AMENDMENT**

FUND/DEPARTMENT: Trail Construction 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 set up the budget for the Iron Belle Trail Project

REVENUE

Account Number	Decrease	Increase
475-050-539.000 State Grants	\$	\$ 2,328,000
475-050-699.030 Transfers In	\$	\$ 204,000
475-030-580.000 Contributions from Other Units	\$	\$ 406,000
	\$	\$
Total	\$	\$ 2,938,000

EXPENDITURE

Account Number	Increase	Decrease
475-901-970.300 Property Improvements	\$ 2,525,000	\$
475-901-801.020 Professional	\$ 413,000	\$
	\$	\$
	\$	\$
	\$	\$
	\$	\$
Total	\$ 2,938,000	\$

Department Head Signature _____ Date _____
Rachel Frisch 11-6-17
 Administrator's Signature _____ Date _____

Finance Department
Entered:
By:

11/14/17 _____
 Board Approval Date (if necessary) Budget Adjustment # Posting Number



**OTSEGO COUNTY
BUDGET AMENDMENT**

FUND/DEPARTMENT: 131

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 Move Law Clerk salary to Tri-County Expense. (Law Clerk now paid by Crawford)

REVENUE

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

EXPENDITURE

Account Number	Increase	Decrease
101-131-703.020 (Salaried)	\$	\$ 21,254.00
101-131-704.200 (Social Security)	\$	\$ 1,626.00
101-131-704.110 (Hospitalization)	\$	\$ 4,336.00
101-131-704.140 (Life & Disability)	\$	\$ 210.00
101-131-704.300 (Retirement)	\$	\$ 3,231.00
101-131-940.111 (Tri-County Court Expenses)	\$ 30,657.00	\$
Total	\$ 30,657.00	\$ 30,657.00

Tracy J. O'Leary _____ 10/27/17
 Department Head Signature Date

Rachel Frisch _____
 Administrator's Signature Date

11-14-17
 Board Approval Date (if necessary)

Budget Adjustment #

Finance Department
Entered:
By:

Posting Number



**OTSEGO COUNTY
BUDGET AMENDMENT**

FUND/DEPARTMENT: 497-901

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 Alternative Education Program Laptop Computer Replacement.

REVENUE

Account Number	Decrease	Increase
497-030-400.001 (Budgeted Use of Fund Balance)	\$	\$ 7,842.00
	\$	\$
	\$	\$
	\$	\$
Total	\$	\$

EXPENDITURE

Account Number	Increase	Decrease
497-901-970.435 (Property - Machinery & Equipment)	\$ 7,842.00	\$
)	\$	\$
	\$	\$
	\$	\$
	\$	\$
	\$	\$
Total	\$ 7,842.00	\$ 7,842.00

Tracy J. Crisp
Department Head/Signature

10/20/2017

Date

Rachel Frisch
Administrator's Signature

Date

11.14.17

Board Approval Date (if necessary)

Budget Adjustment #

Posting Number

Finance Department
Entered:
By:



**OTSEGO COUNTY
BUDGET AMENDMENT**

FUND/DEPARTMENT: Equipment 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 Funds for outfitting patrol car

REVENUE

Account Number	Decrease	Increase
266-050-400.001 Budgeted Use of Fund Balance	\$	\$ 12,071
	\$	\$
	\$	\$
	\$	\$
Total	\$	\$

EXPENDITURE

Account Number	Increase	Decrease
266-901-970.420 Property - Vehicles	\$ 12,071	\$
	\$	\$
	\$	\$
	\$	\$
	\$	\$
	\$	\$
Total	\$	\$

Department Head Signature

Date

Rachel Frisch

Administrator's Signature

Date

11.14.17

Finance Department
Entered:
By:

Board Approval Date (if necessary)

Budget Adjustment #

Posting Number



November 28, 2017 Agenda

Agenda Questions

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

**OTSEGO COUNTY
Board of Commissioners**



EXECUTIVE SUMMARY

AGENDA ITEM: Otsego County Parks & Recreation Commission Reappointment (Miller)	AGENDA DATE: November 28, 2017
AGENDA PLACEMENT: Consent Agenda, Item B.	ACTION REQUESTED: Motion to Approve
STAFF CONTACT(S): Rachel Frisch, County Administrator	ATTORNEY REVIEW: No

BACKGROUND/DISCUSSION:

Bonny Miller has expressed her interest in continuing to serve on the County's Parks & Recreation Commission.

RECOMMENDATION:

Staff requests approval of the reappointment of Bonny Miller to the Otsego County Parks & Recreation Commission to a term expiring on December 31, 2020.

Application for Appointment to Committees, Boards and Commissions : Entry # 1529

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

Reappointment to Parks & Recreation Commission

Have you ever attended this committee/board meeting?

- Yes

Name

Bonny Miller

Address

6786 Larkspur Ln
Johannesburg, Michigan 49751
United States
[Map It](#)

Phone

(989) 370-0452

Email

millerconstruction@live.com

Date available for appointment

11/17/2017

County Commission District

4

I am a registered voter in Otsego County

- Yes

In which township, city or village?

Chester

Community Service

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

Application for Appointment to Committees, Boards and Commissions : Entry # 1529

Currently serve on Parks & Recreation Commission.
Youth football 25 years.

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

Youth football/referee.

I have worked for Otsego County before

- Yes

If yes, please list dates and name(s) of departments

Chester Township Supervisor.

Rules of law and ethics prohibit appointees from participating in and voting on matters in which they may have a direct or indirect financial interest.

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

- Yes

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

Have lived in the county for 46 years.

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

- Yes

**OTSEGO COUNTY
Board of Commissioners**



EXECUTIVE SUMMARY

AGENDA ITEM: Otsego County Commission on Aging Board Reappointment (Bowen)	AGENDA DATE: November 28, 2017
AGENDA PLACEMENT: Consent Agenda, Item C.	ACTION REQUESTED: Motion to Approve
STAFF CONTACT(S): Rachel Frisch, County Administrator	ATTORNEY REVIEW: No

BACKGROUND/DISCUSSION:

Brett Bowen has expressed his interest in continuing to serve on the Otsego County Commission on Aging Board.

RECOMMENDATION:

Staff requests approval of the reappointment of Brett Bowen to the Otsego County Commission on Aging Board to a term expiring on December 31, 2020.

Application for Appointment to Committees, Boards and Commissions : Entry # 1524

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

Reappointment to the Otsego County Commission on Aging Board

Have you ever attended this committee/board meeting?

- Yes

Name

Brett Bowen

Address

5571 Mohican Trail
GAYLORD, Michigan 49735
United States
[Map It](#)

Phone

(989) 295-3221

Email

brett.bowen@chemicalbankmi.com

Date available for appointment

11/15/2017

County Commission District

6

I am a registered voter in Otsego County

- Yes

In which township, city or village?

Bagley Township

Community Service

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

Application for Appointment to Committees, Boards and Commissions : Entry # 1524

OCCOA Board; OCEA Board-Finance Committee; Rotary Internation-Gaylord; VFW Post 1518-Gaylord; Northern Michigan Veterans Coalition Region 3 Board Member-County Leader-Business; Leadership Otsego County-Class of 2014-15.

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

Education: Indiana University, Bloomington (Spanish & Business, 1985-89); Colorado State University (Accounting, 2013-15, CPA Candidate); Brandman University (Treasury, 2010); Cannon Financial Institute (Wealth Advisor Training, 2006); NMLS Mortgage License 926196; Certified Treasury Professional ("CTP" designation #308697); General Securities Licenses (lapsed, Series 7/66); CPA Candidate.

Employment: VP Commercial Banking; AVP Wealth Management & Private Banking; Investment Advisor; Bank Branch Manager, Fortune 500 International Treasury Management & Leadership; US Army Military Intelligence.

Rules of law and ethics prohibit appointees from participating in and voting on matters in which they may have a direct or indirect financial interest.

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

- Yes

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

I have served on the OCCOA Board since January 2015. I have offered my expertise in matters pertaining to banking and financial wellness of its clients and offerings to clients. As a professional banker in Otsego County, I work in areas related to business and personal finance, consulting, wealth advisory (non-licensed), and trust.

I have in the past held securities licenses (Series 7/66) and life & health licenses. I remain active in real estate finance, business transition and veterans affairs. I am a 2015 graduate of Leadership Otsego County.

The OCCOA is an outstanding benefit for our county and I wish to continue to serve this board.

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

- Yes

**OTSEGO COUNTY
Board of Commissioners**



EXECUTIVE SUMMARY

AGENDA ITEM: Otsego County Commission on Aging Board Reappointment (Mathis)	AGENDA DATE: November 28, 2017
AGENDA PLACEMENT: Consent Agenda, Item D.	ACTION REQUESTED: Motion to Approve
STAFF CONTACT(S): Rachel Frisch, County Administrator	ATTORNEY REVIEW: No

BACKGROUND/DISCUSSION:

Jim Mathis has expressed his interest in continuing to serve on the Otsego County Commission on Aging Board.

RECOMMENDATION:

Staff requests approval of the reappointment of Jim Mathis to the Otsego County Commission on Aging Board to a term expiring on December 31, 2020.

Application for Appointment to Committees, Boards and Commissions : Entry # 1525

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

Reappointment to the Otsego County Commission on Aging Board

Have you ever attended this committee/board meeting?

- Yes

Name

Jim Mathis

Address

2388 Castlewood Drive
Gaylord, Michigan 49735
United States
[Map It](#)

Phone

(989) 732-4684

Email

jmathis@gaylordefree.org

Date available for appointment

11/15/2017

County Commission District

7

I am a registered voter in Otsego County

- Yes

In which township, city or village?

Bagley Township

Community Service

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

Application for Appointment to Committees, Boards and Commissions : Entry # 1525

Currently serve on the Otsego County Commission on Aging Board; Otsego County Housing Committee; Northern Michigan Region Commission on Aging.

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

Taylor University-1964 BA; Asbury Theological Seminary-1968 Masters-Divinity; 5 years working at Talor University; 15 years Pastor in Upland, Indiana; 27+ years Pastor in Gaylord, MI.

Rules of law and ethics prohibit appointees from participating in and voting on matters in which they may have a direct or indirect financial interest.

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

- Yes

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

Please see "Employment & Education" section of this application.

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

- Yes

OTSEGO COUNTY
Board of Commissioners



EXECUTIVE SUMMARY

AGENDA ITEM: Otsego County Parks & Recreation Commission Reappointment (Courterier)	AGENDA DATE: November 28, 2017
AGENDA PLACEMENT: Consent Agenda, Item E.	ACTION REQUESTED: Motion to Approve
STAFF CONTACT(S): Rachel Frisch, County Administrator	ATTORNEY REVIEW: No

BACKGROUND/DISCUSSION:

Scott Courterier has expressed his interest in continuing to serve on the County's Parks & Recreation Commission.

RECOMMENDATION:

Staff requests approval of the reappointment of Scott Courterier to the Otsego County Parks & Recreation Commission to a term expiring on December 31, 2020.

**TERM EXPIRES ON:
12/31/2020**

Application for Appointment to Committees, Boards and Commissions : Entry # 1530

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

PARKS AND RECREATION COMMISSION

Have you ever attended this committee/board meeting?

- Yes

Name

SCOTT COURTERIER

Address

264 CARGAS RD
GAYLORD, Michigan 49735
United States
[Map It](#)

Phone

(989) 732-8738

Email

scottcourterier@yahoo.com

Date available for appointment

11/18/2017

County Commission District

Charlton/Chester

I am a registered voter in Otsego County

- Yes

In which township, city or village?

Chester

Community Service

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

Application for Appointment to Committees, Boards and Commissions : Entry # 1530

Current Otsego County Parks and Recreation Commission member.

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

Insurance adjustor

Rules of law and ethics prohibit appointees from participating in and voting on matters in which they may have a direct or indirect financial interest.

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

- Yes

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

Current Otsego County Parks and Recreation Commission member.

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

- Yes

**OTSEGO COUNTY
Board of Commissioners**



EXECUTIVE SUMMARY

AGENDA ITEM:	AGENDA DATE:
OCR 17-29 Mortgage Discharge (Graham)	November 28, 2017
AGENDA PLACEMENT:	ACTION REQUESTED:
Consent Agenda, Item F.	Motion to Adopt
STAFF CONTACT(S):	ATTORNEY REVIEW:
Rachel Frisch, County Administrator	No

BACKGROUND/DISCUSSION:

This resolution is for the discharge of a mortgage for Helen Graham.

As a matter of process, the County issues resolutions to discharge mortgages once payment in full is received from the Mortgagor.

RECOMMENDATION:

Staff requests Board adoption of the proposed resolution OCR 17-29.

RESOLUTION NO. OCR 17-29
AUTHORIZING RESOLUTION
OTSEGO COUNTY BOARD OF COMMISSIONERS
November 28, 2017

WHEREAS, the Otsego County Board of Commissioners is the owner of a property located at 7657 Old 27 South, Gaylord, Michigan 49735 and has a mortgage recorded in the office of the Register of Deeds for Otsego County, Michigan, in Liber 607, Pages 290-297 and in the name Helen Graham, a single woman; and

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

RESOLVED, that Otsego County hereby issues a DISCHARGE OF MORTGAGE to Helen Graham, a single woman and; be it further

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

**OTSEGO COUNTY
Board of Commissioners**



EXECUTIVE SUMMARY

AGENDA ITEM:	AGENDA DATE:
OCR 17-30 Mortgage Discharge (Graham)	November 28, 2017
AGENDA PLACEMENT:	ACTION REQUESTED:
Consent Agenda, Item G.	Motion to Adopt
STAFF CONTACT(S):	ATTORNEY REVIEW:
Rachel Frisch, County Administrator	No

BACKGROUND/DISCUSSION:

This resolution is for the discharge of a mortgage for Helen Graham.

As a matter of process, the County issues resolutions to discharge mortgages once payment in full is received from the Mortgagor.

RECOMMENDATION:

Staff requests Board adoption of the proposed resolution OCR 17-30.

RESOLUTION NO. OCR 17-30
AUTHORIZING RESOLUTION
OTSEGO COUNTY BOARD OF COMMISSIONERS
November 28, 2017

WHEREAS, the Otsego County Board of Commissioners is the owner of a property located at 7657 Old 27 South, Gaylord, Michigan 49735 and has a mortgage recorded in the office of the Register of Deeds for Otsego County, Michigan, in Liber 950, Pages 769-782 and in the name Helen A. Graham, a single woman; and

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

RESOLVED, that Otsego County hereby issues a DISCHARGE OF MORTGAGE to Helen A. Graham, a single woman; and be it further

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

**OTSEGO COUNTY
Board of Commissioners**



EXECUTIVE SUMMARY

AGENDA ITEM: OCR 17-31 Mortgage Discharge (Mapes)	AGENDA DATE: November 28, 2017
AGENDA PLACEMENT: Consent Agenda, Item H.	ACTION REQUESTED: Motion to Adopt
STAFF CONTACT(S): Rachel Frisch, County Administrator	ATTORNEY REVIEW: No

BACKGROUND/DISCUSSION:

This resolution is for the discharge of a mortgage for Clifford & Kathleen Mapes. As a matter of process, the County issues resolutions to discharge mortgages once payment in full is received from the Mortgagor.

RECOMMENDATION:

Staff requests Board adoption of the proposed resolution OCR 17-31.

RESOLUTION NO. OCR 17-31
AUTHORIZING RESOLUTION
OTSEGO COUNTY BOARD OF COMMISSIONERS
November 28, 2017

WHEREAS, the Otsego County Board of Commissioners is the owner of a property located at 1189 Brooktrout Lane, Gaylord, Michigan 49735 and has a mortgage recorded in the office of the Register of Deeds for Otsego County, Michigan, in Liber 1110, Pages 836-849 and a Loan Modification in Liber 1119, Pages 69-70 in the name Clifford W. Mapes and Kathleen N. Mapes, husband and wife; and

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

RESOLVED, that Otsego County hereby issues a DISCHARGE OF MORTGAGE to Clifford W. Mapes and Kathleen N. Mapes, husband and wife; and be it further

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

**OTSEGO COUNTY
Board of Commissioners**



EXECUTIVE SUMMARY

AGENDA ITEM: OCR 17-32 Mortgage Discharge (Weston)	AGENDA DATE: November 28, 2017
AGENDA PLACEMENT: Consent Agenda, Item I.	ACTION REQUESTED: Motion to Adopt
STAFF CONTACT(S): Rachel Frisch, County Administrator	ATTORNEY REVIEW: No

BACKGROUND/DISCUSSION:

This resolution is for the discharge of a mortgage for Connie Weston.

As a matter of process, the County issues resolutions to discharge mortgages once payment in full is received from the Mortgagor.

RECOMMENDATION:

Staff requests Board adoption of the proposed resolution OCR 17-32.

RESOLUTION NO. OCR 17-32
AUTHORIZING RESOLUTION
OTSEGO COUNTY BOARD OF COMMISSIONERS
November 28, 2017

WHEREAS, the Otsego County Board of Commissioners is the owner of a property located at 6874 Beechnut Trail, Gaylord, Michigan 49735 and has a mortgage recorded in the office of the Register of Deeds for Otsego County, Michigan, in Liber 1225, Pages 587-600 and in the name Connie M. Weston, a single woman; and

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

RESOLVED, that Otsego County hereby issues a DISCHARGE OF MORTGAGE to Connie M. Weston, a single woman; and be it further

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

SMITH & JOHNSON, ATTORNEYS

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L. PAGE GRAVES
ANDREW K. SHOTWELL
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* ADMITTED DISTRICT OF COLUMBIA
o ADMITTED STATE OF MINNESOTA
+ ADMITTED STATE OF WISCONSIN

November 2, 2017

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

Re: Opioid Litigation

Dear Ms. Frisch:

As you are aware, the Opioid epidemic is creating an unprecedented financial burden on counties across Michigan and the country. The cost of Opioid pain medication addiction has taxed county resources to their limit. The cost of first responders, addiction services, rehabilitation, incarceration, healthcare and lost productivity, is staggering. One county that we have talked with indicated that they had budgeted \$250,000.00 in 2017 for a county medical examiner. By the end of August, the number of Opioid overdose autopsies had completely drained those monies, leaving the county with an unfunded examiner position. Another county we spoke with is in the process of a proposed millage to fund EMS services whose costs have skyrocketed as a direct result of runs for Opioid overdoses. Another county administrator we spoke with discussed at length the difficulty that manufacturers within the county have in hiring as it seems that no one can pass a drug test and job openings remain unfilled.

There is an option for counties such as yours that are facing these very real economic issues. In August of 2016, Suffolk County, New York filed the first lawsuit here in the United States by a municipal entity against the pharmaceutical companies and distributors that have caused this Opioid epidemic. Since then, nearly 60 counties and municipalities have followed suit and the litigation is reaching critical mass. The team of attorneys that I am currently working with has been waiting to see what Michigan's Attorney General would do. Would he follow suit like the State of Kentucky and join in this litigation as an entire state or move in a different direction? Just a few weeks ago, Attorney General Bill Schuette announced he wouldn't be filing suit on behalf of the State of Michigan, but was intending to investigate the culpability of the pharmaceutical companies and the distributors here in Michigan through the State's Corporate Oversight Division. This may mean fines and costs to some of these companies, but there will be nothing that will trickle down to counties like yours to compensate the county for the damages caused by the epidemic. You are effectively on your own.

November 2, 2017

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At the end of this month, there will be a meeting in Federal Court on the petition of current Plaintiffs who are currently in suit in Federal Court as a municipality against the pharmaceutical industry. The petition is to ask a Federal Court panel of judges to consolidate the sixty-some cases pending nation wide into a single Federal District court as part of "multi-district litigation" (MDL). If counties here in Michigan want to take part in that MDL, it is imperative that they move quickly.

For a number of years, Smith & Johnson has worked with both Attorney Mark Bernstein and Attorney Paul J. Pennock on various defective drug cases. The reasons we have worked with Attorney Pennock's firm, Weitz & Luxemberg, is that Attorney Pennock is the chair of the drug and medical device litigation practice group at his firm in New York. He has a lengthy history of appointment to leadership roles on Plaintiffs steering committees in multi-district litigation. We anticipate he will be appointed to that same committee in this case once the MDL is approved and assigned. We feel it is important to work with a team of attorneys who will be involved with the Plaintiffs steering committee so that our team has a hand on the tiller of the MDL to ensure our clients' interests are directly represented in the litigation.

The approach that this team of attorneys is taking is unique. Smith & Johnson, Attorneys, P.C. will act as local counsel with direct contact with municipal clients throughout Northern Michigan. Mark Bernstein, of the Sam Bernstein Law Firm, will act as regional counsel in coordinating, not only the efforts of Smith & Johnson, Attorneys in Northern Michigan, but other local firms strategically positioned throughout Michigan. The national head of this particular attorney team will be Attorney Pennock of Weitz & Luxemberg out of New York for the reasons mentioned above. As chair of the drug and medical device litigation practice group at his firm, together with his lengthy history of leadership roles on steering committees, this makes him the obvious choice to best position our clients' interests in the MDL against the Opioid manufacturers and distributors.

I have attached information regarding each attorney in the team including Paul Novak who is the managing attorney at Weitz & Luxemberg's Detroit office as well as a brief history of the Opioid epidemic and an overview of Michigan municipality Opioid litigation.

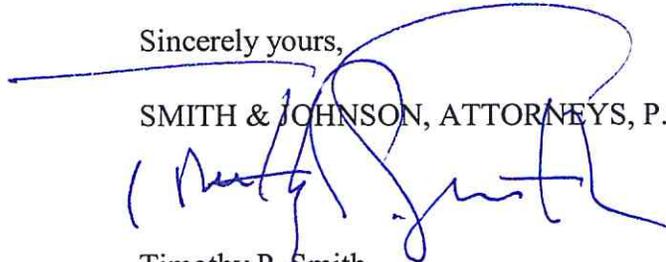
It is our intent to roll out a series of lawsuits in mid-December, shortly after the hearing regarding MDL. There are already a number of cities and counties who have or are in the process of retaining our litigation team to represent their interests. Anyone who has retained our group will have their respective cases filed by mid-December in Federal Court and, ultimately, joined into the MDL shortly thereafter. Retention of our team will be on a contingent fee basis. The team will advance all costs of litigation and the attorney fee will be set at 30% of any net recovery after reimbursement of the monies spent pursuing the respective municipal claims.

November 2, 2017
Page 3

The approach that we are taking is unique. A combination of local knowledge, regional organization and national expertise is unprecedented within the current state of this litigation. If you, and/or any other decision makers within the county, would like to discuss the matter further, please contact my office or use my cell phone (231) 642-1798. This team has spent the last three weeks educating municipalities across Michigan on their immediate legal options. We are all available for teleconference, video-conference or face-to-face meetings as you see fit. Please let me know if you need any further information or would like to schedule a time to discuss your legal options.

Sincerely yours,

SMITH & JOHNSON, ATTORNEYS, P.C.



Timothy P. Smith

TPS:wmw
Enclosure

WEITZ & LUXENBERG



Paul J. Pennock

Practice Group Co-Chair, Drug and Medical Device Litigation

Weitz & Luxenberg
New York Office
700 Broadway
New York, NY 10003
Phone: 212-558-5500
Fax: 212-344-5461

For two decades, Mr. Pennock has been chair of the Drug and Medical Device Litigation practice group at Weitz & Luxenberg.

He is directly responsible for leading a large national litigation department covering all aspects of litigation — from inception through trial. He has served as lead plaintiffs' counsel, as well as plaintiff steering committee member, and liaison counsel in numerous state and federal multidistrict-litigation (MDL) mass tort cases.

This includes his current appointment as co-lead of the federal court Actos Multidistrict-Litigation coordination. In this role, he led the efforts in the recent \$9 billion jury verdict, at the time the highest jury verdict in history for a personal injury case. Mr. Pennock has also handled numerous bellwether trials and Daubert hearings on expert-witness testimony in both state and federal courts.

He was also named national co-lead counsel of the federal power morcellator MDL, where he organized the first majority women Plaintiff Steering Committee in the 47 year history of multidistrict litigation.

As a well-respected member of the bar, he has been an invited speaker to dozens of legal conferences around the country, as well as at several law schools including Yale, Brooklyn, and the University of Denver, among others.

In 2007, he was honored with the invitation to author the mass tort litigation chapter in a two-volume legal treatise, "The Plaintiff's Personal Injury Action in New York State" published by New York State Bar Association, edited by Patrick J. Higgins. It was published in 2009 and Mr. Pennock regularly provides updates.

Every year since 2007 he has been designated a "Super Lawyer." He also has been a long-running "Best Lawyers" honoree. The National Law Journal calls him one of "America's Elite Trial Lawyers."

Mr. Pennock is widely considered, by both sides of the bar, as one of the best and most aggressive plaintiff litigators in the country. His work has led to more than a billion dollars in recoveries for Weitz & Luxenberg clients.

LEADERSHIP ROLES (PLAINTIFFS' STEERING COMMITTEES OR LIAISON COUNSEL)

- Accutane Products Liability Litigation, MDL No. 1626
- Actos Products Liability Litigation, MDL No. 2299, Co-Lead Counsel
- Ethicon, Inc., Power Morcellator Products Liability Litigation, MDL No. 2652, Co-Lead Counsel
- Depuy Orthopaedics, Inc., Pinnacle Hip Implant Products Liability Litigation, MDL No. 2244, Science Committee
- Guidant Corp. Implantable Defibrillators Products Liability Litigation, MDL No. 1708
- New York State ReNu with MoistureLoc Product Liability Litigation, Index No. 766,000/2007, Liaison Counsel
- Proton-Pump Inhibitor Products Liability Litigation, MDL 2789, Co-Chair of Plaintiffs' Executive Committee
- Seroquel Products Liability Litigation, MDL No. 1769, Co-Lead Counsel
- Silicone Breast Implant Litigation, Index No. 500,000/1993, Liaison Counsel
- Wright Hip System Cases, Judicial Council Coordination Proceeding (JCCP) No. 4710

- Yasmin and Yaz (Drospirenone) Marketing, Sales Practices and Products Liability Litigation, MDL No. 2100

EDUCATION

- J.D., St. John's University, 1988
- B.A., Syracuse University, 1984

ASSOCIATIONS AND LICENSES

- American Association of Justice
- New York State Bar Association
- New York State Trial Association

BAR ADMISSIONS

- 1989, New York
- 1992, U.S. District Court, Southern District of New York
- 1997, U.S. District Court, Eastern District of New York
- 2003, United States Supreme Court
- 2005, U.S. District Court, Western District of New York
- 2011, U.S. District Court, Northern District of New York
- 2014, United States Court of Appeals, 5th Circuit

PUBLICATIONS

- Pennock, Paul J., "Mass Tort Litigation In New York State Courts: A Practice Manual." The Plaintiff's Personal Injury Action In NY State. Vol. One. NY State Bar Association, 2009
- Increased Scrutiny of Pharmaceutical Company Clinical Trials – The Plaintiff Responds. AML Law Journal Newsletters. LjN's Product Liability Law & Strategy. Vol. 25, #2. August 2006
- Merck's Strategy for Dealing with Vioxx: Why the Old Recipes for Success Won't Succeed. AML Law Journal Newsletters. LjN's Law Journal Newsletter. June/July 2005

SPEAKING ENGAGEMENTS

- Speaker: Louisiana State Bar Association, 17th Annual Class Action/Complex Litigation Symposium, November 10, 2017, Ritz-Carlton Hotel, New Orleans (upcoming)
- Speaker: Mass Torts Made Perfect, Nexium and Prilosec Litigation – Kidney Failure, October 19, 2017, Bellagio Hotel, Las Vegas, NV
- Speaker: Mass Torts Made Perfect, Nexium and Prilosec Litigation – Kidney Failure, April 27, 2017, Wynn Hotel, Las Vegas, NV
- Speaker: Counsel Financial, AAJ 2017 Winter Convention, Building a Mass Torts Practice: Straight Talk from the Experts, February 12, 2017, JW Marriott, Austin, TX
- Co-Chair: Harris Martin's MDL Conference: Proton Pump Inhibitors, Eliquis & Stryker Accolade Hip System, January 25, 2017, Nobu Eden Roc Hotel, Miami Beach, FL
- Co-Chair: HarrisMartin's Proton Pump Inhibitors – Kidney Injury Litigation Conference, June 15, 2016, Philadelphia, PA
- Moderator: HarrisMartin's MDL Conference: 'Bet-the-Company' Mass Tort Litigation, Rapid Fire Updates on all Major Mass Tort Pharmaceutical and Medical Device Litigation, May 25, 2016, Thompson Chicago, Chicago, IL
- Speaker: Louisiana State Bar Association, 15th Annual Class Action/Complex Litigation Symposium, November 13, 2015, Hyatt French Quarter Hotel, New Orleans, LA
- Co-Chair: HarrisMartin's MDL Conference: Morcellator, Fluoroquinolone (FLQ) and Invokana Litigation, September 30, 2015, The Crowne Plaza Times Square, New York, NY
- Speaker: AAJ 2015 Annual Convention, Section on Toxic, Environmental, and Pharmaceutical Torts (STEP), July 13, 2015, Montreal Convention Center, Montreal, Canada
- Invited Faculty: Power Morcellator Litigation Webinar Presented with the AAJ's Laparoscopic Power Morcellator Litigation Group, February 11, 2015
- Speaker: Louisiana State Bar Association, 14th Annual Class Action/Complex Litigation Symposium, Experts: How to Protect, Select and Survive Daubert – Expert Roundtables, Science Tutorials, Rule 706, and Principal Investigations, November 21, 2014, New Orleans, LA

- Speaker: Mass Torts Made Perfect: Actos Litigation Update, October 9, 2014, Bellagio Hotel, Las Vegas, NV
- Invitee: Multi-District Litigation (MDL) Best Practices Conference, Duke Law Center for Judicial Studies, Crystal Gateway Marriott, September 11-12, 2014, Arlington, VA
- Speaker: Perrin Conferences National Complex Litigation Conference: A Symposium on Current & Emerging Issues. The Role of Document Preservation and Sanctions in Mass Torts — A Necessary Protection or a New Sword, June 11, 2014, Omni Chicago Hotel, Chicago, IL
- Speaker: AAJ Education's Plaintiff-Only Hot Topics and Trends in Litigation Seminar: GM Auto Recall, Pharmaceuticals, and Medical Devices, May 27-28, 2014, Sheraton Chicago Hotel & Towers, Chicago, IL
- Speaker: Louisiana State Bar Association, 13th Annual Class Action/Complex Litigation Symposium Experts; How to Protect, Select, and Survive Daubert – Expert Roundtables, Science Tutorials, Rule 706, and Principal Investigators, November 22, 2013, Westin New Orleans Canal Place Hotel, New Orleans, LA
- Speaker: AAJ Annual Convention, Getting the FDA to Act: Testimony Before the FDA and How it Impacts Consumer Safety, July 22; Litigation Strategy, July 23, 2013, Hilton, San Francisco, CA
- Speaker: Louisiana State Bar Association, 12th Annual Class Action/Complex Litigation Symposium, Where's the Fifth Circuit on Daubert?, November 30, 2012, Ritz-Carlton Hotel, New Orleans, LA
- Speaker: MTMP Presents: Actos Litigation: Winning the Cancer Case, October 11, 2012, The Bellagio Hotel, Las Vegas, NV
- Speaker: Harris Martin's Mass Tort Litigation Conference with Judge Marina Corodemus (Ret.), Off Label vs. Approved Labeled Representations, June 4, 2012, The Ritz-Carlton Hotel, Philadelphia, PA
- Speaker: Mass Tort Strategies CLE Workshop, Actos: Act now? State & Federal Court Coordination – Criteria for Evaluating Cases, May 21, 2012, Trump International Chicago, IL
- Co-Chair: MTMP Productions Presents: Actos and Pelvic Mesh Litigation. A plaintiffs only forum, February 8-9, 2012, The Ritz-Carlton Hotel, Philadelphia, PA
- Co-Chair/Speaker: Harris Martin's MDL Conference: Transvaginal Mesh and ACTOS Litigation, January 25, 2012, Miami, FL
- Speaker: Pharmaceutical & Medical Device Litigation, 11th Annual Class Action/Mass Tort Symposium, Louisiana State Bar Association, December 9, 2011, New Orleans, LA.
- Speaker: Actos Science, HarrisMartin's MDL Conference: Transvaginal Mesh and ACTOS Litigation, November 30, 2011, Savannah, GA
- Speaker: American Association for Justice Education Yaz/Yasmin Teleseminar re: FDA/ Advisory Committee (Ad-Comm) November 10, 2011
- Speaker: Mass Torts Made Perfect Presents Yaz Litigation and Emerging Torts: SSRIs, Transvaginal Mesh and Actos
- Speaker: The Regulatory Story – How Yaz and Yasmin Got Approved and Actos Litigation – Overview and Analysis, Mass Torts Made Perfect Presents: YAZ and SSRI/Birth Defect Litigation, September 13, 2011, The Westin Hotel, Philadelphia, PA
- Speaker: Mass Tort Settlements-The Ideal and the Reality, Mass Torts Judicial Forum with Hon. Marina Corodemus (Ret.), June 27, 2011, The Rittenhouse Hotel, Philadelphia
- Speaker: Harris Martin Publishing, Development of the Product: Design-Through-Recall Including FDA 510k Approval and DePuy's Promotion and Marketing of the ASR Hip, Johnson & Johnson DePuy Hip Implant Litigation Conference, N2010 – Durham, NC.
- Speaker: The Case for Mass Torts, Yale Law School, November 1, 2010, New Haven, CT
- Speaker: Defense Research Institute Corporate Counsel Roundtable, St. Regis Hotel, January 22, 2010, New York, NY
- Speaker: Seroquel Update, Mass Torts Made Perfect, October 15-16, 2009, Las Vegas, NV
- Lecturer: Medical Products Liability, Vioxx Liability, Brooklyn Law School, April 4, 2007
- Co-Chair: Mealeys' Vioxx Litigation Conference, December 11-12, 2006, Key Biscayne, FL
- Speaker: Identifying the Emerging Areas of Pharmaceutical & Medical Device Litigation, Mealey's Teleconference, August 17, 2006
- Speaker: Contact Lens Solution Litigation, Focus on the Contact Solution Litigation, Mealey's Teleconference, June 27, 2006
- Speaker: Verdicts & Mistrials – Where Are We Now? The Impact of the First Vioxx Trials on the Future of the Litigation, Mealey's Vioxx Litigation Conference, May 8 – 9, 2006, Amelia Island, FL
- Speaker: ATLA Heart Device Litigation Group, Guidant MDL Meeting, The Unsettled J&J Takeover of Guidant, December 15, 2005, Minneapolis, MN

- Speaker: Mealey's Vioxx Litigation Conference, What's Next? A Look to the Future in the Vioxx Litigation, December 12 – 13, 2005, Las Vegas, NV
- Speaker: Mealey's Vioxx Litigation Conference, Consolidated Proceedings, NJ Update, December 12 – 13, 2005, Las Vegas, NV
- Speaker: Mealey's Vioxx Litigation Conference, Case Evaluation: What's New, June 22 – 23, 2005, New Orleans, LA
- Speaker/Faculty Member: New York State Trial Lawyers' Association, Federal Practice for State Practitioners, The Use of Jury Questionnaires and Motions in Limine from a Plaintiffs Perspective, April 6, 2005, New York, NY
- Invitee: Conference on Electronic Discovery, February 20-21, 2004, Fordham University School of Law, New York, NY
- Speaker: Mealey's Conference on Baycol Litigation, The Non-Rhabdo Case: Disease Processes With or Without Elevated Enzyme Levels, June 2- 3, 2003, Amelia Island, FL
- Speaker: The Association of the Bar of the City of New York, The Future of Expert Testimony, Science of Technical Testimony, January 30, 2003, New York, NY
- Speaker: Association of Trial Lawyers Association, Baycol and its Impact on Elderly Women, October 25 – 26, 2002, Scottsdale, AZ
- Speaker: Mealey's PPA & Ephedra Litigation Conference, Medical Literature: What is Known Regarding Heart Attacks, Strokes and Psychosis, February 4 -5, 2002, Philadelphia, PA
- Speaker: Association of the Bar of the City of New York, The Future of Expert Testimony, January 30, 2002, New York, NY
- Speaker: Mealey's Conference on Baycol Litigation, Theories of Liability, January 14 -15, 2002, San Diego, CA
- Speaker: Mealey's Conference on Propulsid Litigation, The "Hot" Documents and the "Key" Documents, June 14-15, 2001, New Orleans, LA
- Speaker: Mealey's Conference on Propulsid Litigation, Liability Issues Part I: The Internal Documents, January 22 – 23, 2001, New Orleans, LA

WEITZ & LUXENBERG



Paul F. Novak

Managing Attorney, Detroit Office

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Phone: 313-800-4170
Fax: 646-293-7992

I have been fortunate enough to spend my entire legal career dedicated to the protection of the public. Whether it was through consumer advocacy on behalf of utility company ratepayers, targeting illegal price gouging in the pharmaceuticals industry, attacking corporate mismanagement and fraud on behalf of shareholders or litigating against corporate polluters who foul our land and poison our water, the underlying theme has always been the same: companies that take advantage of the public and behave irresponsibly should be taken to task and held responsible.

Paul Novak has a distinguished career of prosecuting complex civil cases against corporate wrongdoers and came to Weitz & Luxenberg to manage the firm's Detroit office and continue his practice of fighting irresponsible corporate behavior.

In the late 1980s, as an Assistant Attorney General in Michigan Attorney General Frank Kelley's office, Mr. Novak successfully attacked an illegal \$1.5 billion transaction by Michigan's largest public utility, Consumers Power Company, and saved hundreds of millions of dollars for Michigan's ratepayers.

Mr. Novak is a national leader in litigation against the pharmaceutical industry. He led an \$80 million case on behalf of all fifty State Attorneys General that attacked anticompetitive "pay for delay" deals that increase the price of prescription drugs and delay generic products from coming to market. And he has participated in several additional cases and obtained several hundred million dollars in recoveries on behalf of injured consumers and third-party payers who are overcharged by pharmaceutical companies.

Mr. Novak was appointed, by several state and federal courts, as lead counsel for plaintiffs in class action cases involving antitrust violations and in shareholder class actions. He has tried numerous antitrust and environmental enforcement cases to judgment and was awarded the Frank J. Kelley Distinguished Trial Advocacy Award for his service in the Michigan Attorney General's office. His antitrust work has been featured in the National Law Journal on the "Plaintiffs Hot List." He is routinely recognized as one of Michigan's Super Lawyers, as a Best Lawyer in DBusiness Magazine, as AV-rated by Martindale Hubbell, and as one of the top plaintiff antitrust lawyers in the nation by the Global Competition Review's Who's Who in International Competition Law. He was the former division head of the Special Litigation Division in the Michigan Attorney General's office with responsibility for all antitrust, securities regulation, and utility ratepayer consumer advocacy matters. And he served as the City Attorney of Lansing.

He sits on the State Bar of Michigan's U.S. Courts Committee. Among dozens of legal and civic organizations, Mr. Novak served as a member of the:

- State Bar of Michigan's Antitrust, Franchising and Trade Regulation Section (former chair)
- National Association of Attorneys General Midwest Antitrust Enforcement Task Force (former chair)
- National Association of Attorneys General Prescription Drug Pricing Task Force
- Michigan Attorney General's Litigation Advisory Board
- Lansing City Council

- Lansing Economic Development Corporation

He clerked at the Federal Trade Commission Regional Office in Atlanta, Georgia, the Michigan Public Service Commission in Lansing, Michigan, and as a Lyndon Baines Johnson Congressional intern while working on Capitol Hill in Washington D.C.

EDUCATION

- J.D., Emory University School of Law, 1986
- M.A. in Economics, Michigan State University, 1983
- B.A., Michigan State University, 1982

BAR ADMISSIONS

- Michigan

T H E

SAM BERNSTEIN[®]

L A W F I R M



Mark J. Bernstein
President, Managing Partner
The Sam Bernstein Law Firm
31731 Northwestern Highway, Suite 333
Farmington Hills, MI 48334
Phone: 800.225.5726
Cell: 734.320.5505
Fax: 248.737.4392

Education

Juris Doctorate/MBA – University of Michigan 1996

Bachelor of Arts – University of Michigan 1993

Biography

Mark is honored to serve as the President and Managing Partner of The Sam Bernstein Law Firm, PLLC. In courtrooms and communities across Michigan he fights to make sure everyone gets a fair shake – not just powerful corporations and insurance companies. He continues the Bernstein family commitment to public service, work in government, business and the law.

Mark serves on the Executive Board of the Michigan Association for Justice. He was elected by leading defense and plaintiff attorneys from across Michigan to serve on the State Bar of Michigan Negligence Section Council. He was recently honored as a Fellow of the Michigan State Bar Foundation and a Leader in the Law by Michigan Lawyers Weekly. Mark is recognized as a Super Lawyer for excellence in the practice of law.

Mark helps educate future lawyers and leaders. He has lectured at the University of Michigan Law School and the University of Michigan College of Literature, Science & the Arts on tort and civil rights law.

In 2012, Michigan voters elected Mark to serve on the University of Michigan Board of Regents. Over 2.3 million voters in the state-wide election supported his campaign to make college affordable and accessible for Michigan families. His term on the Board of Regents ends in 2020.

Mark was the longest serving member of the Michigan Civil Rights Commission. He was appointed to serve on the Commission by Governor Jennifer Granholm in 2004 and served until 2012. In his work on the Commission, Mark was a strong voice for fairness and equality. He aggressively investigated the conduct of Michigan Civil Rights Initiative sponsors, organized the Michigan Civil Rights Summit, and examined migrant worker living conditions. Mark led the Commission to advocate for contraceptive

equity, hate crime legislation, and equality for all Michigan citizens. He helped lead the Commission's work related to bullying. Mark also helped initiate the Civil Rights Youth Initiative, a collaboration between the University of Michigan and the Michigan Department of Civil Rights.

Mark served as Director of Press Pool Operations in the White House during the Clinton administration. At the White House, he helped to promote an agenda that produced the longest economic expansion in American history and the largest expansion of college opportunity since the GI Bill.

Mark has served on the Board of Directors of the Jewish Federation of Washtenaw County, as Chairperson of the Community Relations Committee of the Jewish Federation of Washtenaw County, and on the Advisory Board of Jewish Family Services of Washtenaw County. Mark has also served on both the Governing Board and Board of Trustees of the University of Michigan Hillel. Mark serves on the Board of Directors of Detroit Public Television.

His commitment to public service and professional success has been celebrated across Michigan. Mark recently received the Congressman John Conyers, Jr. Public Official Award from The ARC Detroit. He is the 2011 recipient of the Washtenaw Association for Justice Outstanding Attorney Award. Mark was also honored to receive the Claire and Isadore Bernstein Award from Jewish Family Services of Washtenaw County.

Mark is a grateful product of Michigan's public education system...from kindergarten to earning three degrees from the University of Michigan (BA, JD, MBA).

Mark is licensed to practice law in Michigan, Illinois, and Ohio.

SMITH & JOHNSON

PROFESSIONAL CORPORATION



Timothy P. Smith

Practice Group Chair – Personal Injury Litigation

Smith & Johnson, Attorneys PC

603 Bay St. Traverse City, MI 49684

Phone: 231.946.0700

Cell: 231.642.1798

Fax: 231.946.1735

tsmith@smith-johnson.com

Education

Juris Doctorate – Notre Dame Law School 1992

Bachelor of Arts – Philosophy and English Literature, University of Notre Dame 1989

Biography

Mr. Smith has practiced in plaintiff side personal injury cases since graduating law school. He has litigated nationwide including cases in Ventura County, California and Middlesex County, New Jersey. He filed one of the first Ethicon PhysioMesh cases here in Michigan. Those cases are currently pending as part of a Multidistrict Litigation in the Northern District of Georgia. Recently, Best Lawyers listed Mr. Smith as the Plaintiffs Lawyer of the Year for Northern Michigan. At 34 years of age, he was one of the youngest attorneys in the state to receive an AV-rating, the highest rating, from Martindale-Hubbell. Both Best Lawyers and Martindale-Hubbell rely on peer review from other attorneys and local judges as to these rankings, which, represent the highest level of professional excellence in the field.

He is a frequent speaker in the area of litigation strategies and techniques and has annually moderated the Michigan Trial Lawyers Winter Seminar since 2000. In 2006 he was named to the 40 under 40 list by the Grand Traverse Business News and was named to the “A-List” of attorneys in Northern Michigan by Traverse the Magazine.

Mr. Smith has sat on the Board of Directors for the Father Fred Foundation, the Board of Trustees of the Great Lakes Children’s Museum, the Board of Directors for the Brain Injury Association of Michigan, and the Executive Board of the Michigan Association for Justice, fka - Michigan Trial Lawyers Association.

Mr. Smith was a licensed fly fishing guide from 1999 to 2009, spent many evenings coaching kids basketball, softball and volleyball, enjoys hunting and fishing throughout Northern Michigan and currently enjoys being an empty nester with his wife Shawn now that Caroline, Molly and Luke have headed off to college.

The Opioid Epidemic

Opioids are a class of drug used to reduce pain.

Heroin: illegal substance derived from opium.

Fentanyl: synthetic opioid, 50 to 100x more potent than morphine.

Prescription Pain Relievers, including, but not limited to:

- OxyContin
- Percocet
- Actiq
- Opana

Opioids are addictive.

- Opioids act on the opioid receptors in both the spinal cord and the brain to reduce the intensity of pain-signal perception.
- Opioids can produce a sense of euphoria.
- People can develop an addiction to opioids astonishingly quickly. The CDC (Centers for Disease Control and Prevention) found that if patients took opioid pain relievers for just 8 days – 13.1% would still be using opioids a year later.¹

Rise of opioid use in the U.S.

- From 1999 to 2010, sales of opioid pain reliever in the U.S. quadrupled.²
- Sales of OxyContin rose from \$44 million in 1996 to nearly \$3 billion in 2001 and 2002.³
- By 2010, despite only making up 4.6% of the world's population, the U.S. consumed 80% of the global opioid supply.⁴
- Prescription opioid use also serves as a gateway to heroin, which for many users can be cheaper and easier to access.
 - **75% of heroin users** whose abuse began in the 2000s started by using prescription opioids.⁵

How did we get here?

- In the late 1990s, pharmaceutical companies undertook an aggressive marketing campaign that promoted the use of opioids to treat both acute and chronic, non-cancer pain.⁶
- Sales representatives minimized the risk of addiction, leading healthcare providers to prescribe opioids at increasingly greater rates.⁷
- This led to widespread diversion and misuse of opioid medications before it became clear these medications could indeed be highly addictive.⁸
- Pharmaceutical companies spent more than \$880 million from 2006 through 2015 on lobbying and campaign contributions fighting opioid prescription reform and legislation.⁹

The Opioid Epidemic Today.

- Each day, more than 1,000 people are treated in emergency departments for not using prescription opioids as directed.¹⁰
- Drug overdoses are now the leading cause of death among Americans under 50.¹¹
- **91 Americans die of an opioid overdose every day.**¹²

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Opioid addiction and abuse creates increased economic burdens.

- The total economic burden of prescription opioid misuse in the U.S. is estimated to be a staggering \$78.5 billion a year.
 - This includes healthcare, lost productivity, addiction treatment and criminal justice involvement.
- Your municipality has faced an increased economic burden due to opioid addiction and abuse

Across the county, cities, counties and states are taking steps to hold opioid manufacturers, distributors and retailers accountable.

- There are at least 92 actions pending in courts across the nation.
 - They represent actions in 21 different states.

With Weitz & Luxenberg's experience in complex civil litigation, we are uniquely qualified to pursue the issues surrounding the serious public health crisis of opioid addiction and abuse, including the enormous associated economic burdens placed on local governments.

Weitz & Luxenberg, P.C.

Located in downtown Manhattan Detroit, Los Angeles and Cherry Hill, N.J. (outside of Philadelphia), Weitz & Luxenberg, P.C. is one of the leading civil plaintiffs' firms in the country with a practice concentrating in product liability, environmental, consumer fraud, class actions, negligence and healthcare. The firm was founded in 1986 and has represented individuals and municipalities in civil actions against the largest companies in the pharmaceutical industry as well as polluters. Our firm has been appointed to leadership positions and played leading roles in national, state and local pharmaceutical and healthcare litigations for decades. Such pharmaceutical and healthcare litigations involve complex medical and healthcare issues requiring a commitment of extraordinary time and resources to achieve success for our clients.

The attorneys at Weitz & Luxenberg, P.C. are top courtroom advocates, respected legal scholars, skilled managers of complex litigation, and legal and community leaders as well. The firm is assisted by a team of nearly 500 support staff with skill and experience in addressing and assessing the severity of a governmental cost recovery action such as the opioid litigation.

Weitz & Luxenberg, P.C. has a long history representing public sector clients. Recently, the firm was involved in litigation on behalf of New York counties against 77 pharmaceutical companies for fraudulent pricing practices and false claims in the Medicaid program. During the course of the ten plus years litigating the claims, the firm worked with numerous county administrators and employees at the Department of Social Services, the County Detention Facility, County Nursing Homes, the County Hospital(s), and the County Pharmacy to understand the extent of damages within the Medicaid Program. After long and protracted litigation against essentially the entire pharmaceutical industry, the litigation resulted in a much-needed recoupment of millions of taxpayer dollars to each of our county clients. We have additionally represented municipalities in water pollution cases, which were similarly successful.

WEITZ & LUXENBERG

Citations:

1. Shah A., et al. *Characteristics of Initial Prescription Episodes and Likelihood of Long-Term Opioid Use – United States, 2006 – 2015*. Morbidity and Mortality Weekly Report, Centers for Disease Control and Prevention. March 17, 2017: 66(10).
2. *Vital Signs: Overdoses of Prescription Opioid Pain Relievers --- United States, 1999–2008*. Morbidity and Mortality Weekly Report, Centers for Disease Control and Prevention, November 4, 2011: 60(43).
3. Zee, AV. *The Promotion and Marketing of OxyContin: Commercial Triumph, Public Health Tragedy*. American Journal of Public Health. 2009; 99(2): 221-227
4. Manchikanti, L., et al. *Therapeutic Use, Abuse, and Nonmedical Use of Opioids: A Ten-Year Perspective*. Pain Physician: September/October 2010; 12:401-435.
5. Cicero, T.J., et al. *The Changing Face of Heroin Use in the United States: A Retrospective Analysis of the Past 50 Years*. JAMA Psychiatry. 2014; 71(7):821-826.
6. Zee, AV. *The Promotion and Marketing of OxyContin: Commercial Triumph, Public Health Tragedy*. American Journal of Public Health. 2009; 99(2): 221-227.
7. *Id.*
8. *Id.*
9. Mulvihill, G., et al. *Drugmakers fought state opioid limits amid crisis*. Associated Press. Sept. 18, 2016.
10. Centers for Disease Control and Prevention. Prescription Opioid Overdose Data. (<https://www.cdc.gov/drugoverdose/data/overdose.html>)
11. Katz, Josh. *Drug Deaths in America are Rising Faster Than Ever*. New York Times. June 5, 2017.
12. Centers for Disease Control and Prevention. Opioid Overdose, Understanding the Epidemic, Overdose Deaths. (<https://www.cdc.gov/drugoverdose/epidemic/index.html>)

Michigan Municipality Opioid Litigation

How long will this litigation take?

We are at the inception of what will likely be a multi-year process. This litigation involves a number of opioid manufacturers, distributors and retailers that are currently facing dozens, and will likely face hundreds, of lawsuits throughout the United States, including government investigations. There is still a lot of investigation to be conducted regarding liability and damages at the local, state and national level. Weitz & Luxenberg, P.C. will be extensively involved at every step of the way to ensure that you are kept fully informed of each development as the case proceeds.

Where will our case be filed?

A petition has been filed to consolidate the cases filed throughout the country into a federal Multi-District litigation (“MDL”). If the MDL petition is granted, your case will be filed in the United States District Court for the appropriate District of Michigan or the district court where the Opioid MDL is established.

What is a MDL?

A Multidistrict Litigation is a legal proceeding designed to consolidate and coordinate the process by which general discovery is conducted in complex cases. In a MDL, your municipality would have an individual claim among a collection of similar claims; however, aspects of the litigation, such as general discovery and experts, will be consolidated to avoid the time and expense of duplicative efforts in separate district courts across the county.

Why would we want our case filed in a MDL?

MDLs allow for plaintiffs with similar claims to consolidate their resources and efforts while litigating a case and avoid inconsistent rulings among federal courts on important issues relating to discovery, expert testimony and/or case dispositive issues. Since this litigation affects people throughout the nation, an MDL is an opportunity to bring together cases filed in district courts across the county in order to provide efficient and coordinated adjudication of issues affecting all cases. MDLs provide an organizational process essential to managing a litigation of this size and nature, which affects so many individuals, municipalities, and government entities.

Why is this case not targeting the doctors who prescribed opioids?

Your case will be focused on the manufacturers, distributors, and retailers of prescription opioids. In the late 1990s, pharmaceutical companies undertook an aggressive marketing campaign that promoted the use of opioids to treat both acute and chronic, non-cancer pain. Sales representatives, along with marketing materials, drastically minimized the risk of addiction, while simultaneously overstating the effectiveness of opioids for chronic pain. As a result, healthcare providers across the country began prescribing opioids at increasingly greater rates. We believe that the proliferation of opioids in the United States is a direct result of the actions of manufacturers, as well as the inaction of distributors and retailers, and they should all be held accountable for it.

Will this case adversely impact our local doctors or locally owned pharmacies?

No. Your lawsuit will be focused on the national manufacturers, distributors, and retailers, who developed, marketed, sold and distributed prescription opioids within Michigan and your municipality.

What are the steps our municipality has to take if we decide to get involved in this litigation?

The first step we will ask your municipality to take is to place a litigation hold on any and all information and documents relevant to this matter including the preservation of all electronically stored information, including copies and backup files, and paper documents/files which your municipality maintains to comply with its legal obligation. Almost immediately, we will have attorneys and/or trained legal assistants meet with whoever you designate to start the process of ascertaining and then calculating the damages sustained, as well as compiling the documentary evidence for this. Beyond that, the litigation will not likely require much time consuming effort on the part of the municipality.

What types of claims can our municipality bring?

The claims against the manufacturers, distributors and retailers of brand name and generic prescription opioids include, but are not limited to: (1) false and deceptive acts and business practices; (2) false and deceptive marketing and advertising; (3) violations of the Social Services law; (4) public nuisance; (5) negligence; (6) fraud; and (7) unjust enrichment.

What damages are likely recoverable in this litigation?

The damages in these claims result from the additional economic burden placed on municipalities relating to opioid addiction and abuse. Increased costs and expenditures to municipality departments, agencies, facilities, clinics or otherwise, include public health costs such as addiction treatment centers; law enforcement costs, including specialized courts; emergency response costs; and medical examiner costs.

**OTSEGO COUNTY
Board of Commissioners**



EXECUTIVE SUMMARY

AGENDA ITEM: OCR 17-28 2018 Budget & General Appropriations Act	AGENDA DATE: November 28, 2017
AGENDA PLACEMENT: Committee Reports, A. Budget & Finance Committee, Item 1	ACTION REQUESTED: Motion to Approve
STAFF CONTACT(S): Tim Hanley, Finance Director/ Asst. County Administrator	ATTORNEY REVIEW: Yes

BACKGROUND/DISCUSSION:

At their November 8, 2017 regular meeting, the Otsego County Budget & Finance Committee recommended approval of the FY2018 Budget & General Appropriations Act.

The full draft FY2018 budget can be viewed by visiting www.otsegocountymi.gov

RECOMMENDATION:

Staff requests adoption of OCR 17-28 being the 2018 Budget & General Appropriations Act Resolution as presented.

Minutes of a regular meeting of the Otsego County Board of Commissioners, held in Room 100, 225 West Main, Gaylord, MI 49735, on the 28th day of November, 2017, at 9:30 a.m.

PRESENT:

ABSENT:

The following preamble and resolution were offered by Commissioner Beachnau.

OCR 17-28
Fiscal Year 2018 Budget Resolution
And General Appropriations Act

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

WHEREAS, County offices, the courts, county departments, agencies and others have submitted requests for a county appropriation in the 2018 budget; and

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

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

WHEREAS, the Board of Commissioners has determined the amount of money to be raised by taxation necessary for expenditures and liabilities for the 2018 fiscal year and has ordered that money to be raised by taxation within statutory and constitutional limitations.

NOW, THEREFORE, BE IT RESOLVED

1. That the 2018 Otsego County Budget for the General Fund which is incorporated by reference herein, is hereby adopted on a basis consistent with the Otsego County policies, subject to all County policies regarding the expenditure of funds as well as the conditions set forth in this resolution.
2. Tax rates are to be levied for the 2018 fiscal year as summarized in Appendix A of this document.
3. That this budget reflects a reasonable allocation of available resources to the various County departments, boards, and agencies, and allows for all mandated services, programs, and activities, including the courts to be performed at or beyond a serviceable level.

4. That the Board of Commissioners hereby authorizes monthly county-based surcharge of \$1.72 be placed on all communications service provider equipment able to call 9-1-1 for service as allowed under Public Act 164 of 2007 to defray the costs of being ready to process and of actually processing 9-1-1 calls placed within Otsego County for Fiscal Year 2018, and that such funds shall be used in accordance with all applicable state and federal laws and County policies.
5. That all County elected officials and department heads shall abide by all County policies, including the Purchasing policy, personnel policies, and applicable labor agreements, as adopted and amended by this Board and that the budgeted funds are appropriated contingent upon compliance with these policies.
6. That the approved employee positions on the Approved Position Control Number Roster contained in this Budget as Appendix B, shall limit the number of employees who can be employed. No funds are appropriated for any position or employee not on the Approved Position Control Number Roster. Further, there may be a need to increase or decrease various positions within the Budget and/or impose a hiring freeze and/or impose lay-offs due to the unforeseen financial changes; therefore, the Approved Position Control Number Roster List may be changed from time to time by the Board and/or the Board may impose a hiring freeze. County elected officials and department heads shall abide by whatever changes are made by the Board, if any, relative to the approved positions and the number of employees stated in the Approved Position Control Number Roster List.
7. That the authorized positions in the Approved Position Control Number Roster List contained in each budget indicates the authorized maximum number of employees in their respective classifications for that budget. Any deviations from said list must be specifically approved by the Board.
8. That certain positions contained in the Approved Position Control Number Roster List which are supported in some part by a grant, cost sharing, child care reimbursement, or other source of outside funding, are only approved contingent upon the County receiving the budgeted revenues. In the event outside funding is not received, or the County is notified that it will not be received, then said positions shall be considered unfunded and removed from the Approved Position Control Number Roster List.
9. That the Administrator is authorized upon request of the respective elected official or department head to transfer persons from certain positions contained in the Approved Position Control Number Roster List, which are supported in some part by grant, cost sharing, child care reimbursement or other source of outside funding, to another grant funded position in order to reduce County cost.
10. That the Board of Commissioners elects to set the limit that Otsego County, as employer, will pay for medical benefit plan coverage at 80% for all Otsego County employees to comply with Michigan Public Act 152 of 2011.

11. That revenues received by the County under Public Act 106 and 107, 1985 (Convention Facility Tax revenues) shall not be used to reduce the County's operating millage levy (2017 Budget Year) as defined by Public Act 2 of 1986.
12. That in accordance with Public Act 106 of 1985 and Public Act 2 of 1986, 50% or approximately \$82,439 of the estimated \$164,877 of the Convention Facility Tax revenues not used to reduce the County's operating tax rate, shall be transmitted to the Northern Michigan Substance Abuse Services with remaining revenues to be deposited into the County's General Fund.
13. That revenues received by the County under Public Act 264 of 1987 (Health and Safety Fund Act) shall not be used to reduce the County's operating millage levy (2018 Budget Year).
14. That in accordance with Public Act 264 of 1987, that 12/17 of the estimated Cigarette Tax revenue, not used to reduce the County's operating tax rate, shall be appropriated to the Northwest Michigan Health Department, for public health prevention programs and services, with remaining revenues to be deposited into the County's general fund. The County's estimated Cigarette Tax revenue for 2018 is \$0.
15. That the Administrator is hereby appointed "Budget Administrator," pursuant to the Uniform Budget and Accounting Act, MCLA 141.421 et seq., with power to administer such duties in connection with said budget, as may be from time to time, delegated to the Office of the County Administrator by this Board.
16. That the Budget Administrator be directed to disburse to the various agencies, the approved County appropriation on the basis of need as determined by the cash balances within their respective funds.
17. That the County Administrator, upon recommendation of the appropriate elected official or department head, be authorized to accept grants on behalf of the County if there is no local match required, or ongoing programming or funding which would require additional appropriations or staffing in current or future fiscal years.
18. That the County Administrator, upon recommendation of the appropriate elected official or department head, be authorized to accept grants on behalf of the County in an amount up to \$50,000 with a local match not to exceed 10% (\$5,000), if required, and if available within the requesting department's current budget, and to record the appropriate budget amendment.
19. That the County Administrator is required and directed to automatically reduce any department each time a reduction is made in federal, state or local funds. The County Administrator, in conjunction with the affected elected official or department head, shall promptly make the necessary lay-offs and advise those affected by the service that those services are being discontinued as a result of said cutbacks.

20. That the County Administrator is authorized to cause the drafting of contracts where necessary and appropriate within established budgetary limitations and that the County Administrator is authorized to sign said contracts after legal counsel approved each contract as to legal form, and the Board of Commissioners has approved each contract. The County Administrator is authorized to sign all contract renewals without prior approval of the Board if funds are previously approved for said contract and there are no changes to the contract as part of the renewal.
21. That the Board of Commissioners has determined that it is fiscally prudent to carry a \$350,000 fund balance in the Health Care fund (Fund 647). Funds in excess of this amount shall be refunded to the contributing funds outside of the general fund as follows: 208 Parks and Recreation, 209 Groen Operating Fund, 588 Bus, 212 Animal Control, 232 Housing, 281 Airport, 249 Land Use Services. All remaining leftover funds will be transferred to the General Fund.
22. The Board of Commissioners has determined that it is fiscally prudent to maintain a Legal Defense Fund, Fund 260.
23. The Board of Commissioners has determined that it is fiscally prudent to carry a fund balance level of 10% of expenditures from year-to-year in the Building and Grounds Fund, Fund 637, in order to avoid cash flow shortfalls.
24. The Board of Commissioners has determined that the Administrative Services Fund, Fund 645, will need to maintain a fund balance level of 5% of expenditures from year-to-year, in order to avoid cash flow shortfalls.
25. The Board of Commissioners has determined that the Tax Foreclosure Fund, Fund 617, will need to maintain a minimum Fund Balance of \$200,000 to offset potential foreclosure sale losses, and to have funds to pay for property clean-up and maintenance for those parcels that have become County-owned property via the foreclosure process, and to have funds to pay for payroll expenses for staff time spent on managing the foreclosure process and accounting for foreclosures.
26. That the amounts indicated in the "Budgetary Detail" are hereby appropriated from the General Funds and other funds of Otsego County according to the Activity Centers (Departments) contained in that detail which is incorporated herein by reference, and that such appropriations shall be restricted to the functioning of those Activity Centers (Departments), all applicable federal and state laws, County policies, and the provisions of this Act. The "Budgetary Detail" chart is included in this document at Appendix C.
27. The Administrator has the authority to approve all amendments made to the 2018 budget except for instances where a) the amendment will increase the department's total net budget or b) the amendment will affect a payroll account (defined as any account in the 700.000-705.000 expenditure section of the general ledger, except education and training 704.400) and exceeds \$500 in total.

AND FURTHER BE IT RESOLVED,

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

A ROLL CALL VOTE WAS TAKEN AS FOLLOWS:

AYES:

NAYS:

RESOLUTION DECLARED ADOPTED.

Ken Borton, Chairman
Otsego County Board of Commissioners

Susan I. DeFeyter, County Clerk

STATE OF MICHIGAN)
) ss.
COUNTY OF OTSEGO)

The undersigned, being the duly qualified and acting Clerk of the County of Otsego, hereby certifies that the foregoing is a true and complete copy of a resolution duly adopted by the Otsego County Board of Commissioners at a regular meeting held on the 28th day of November, 2017, at which meeting a quorum was present and remained throughout and that an original thereof is on file in the records of the County. I further certify that the meeting was conducted, and public notice thereof was given, pursuant to and in full compliance with Act No. 267, Public Acts of Michigan, 1976, as amended, and that minutes of such meeting were kept and will be or have been made available as required thereby.

Susan I. DeFeyter, County Clerk

DATED: _____, 2017

APPENDIX A
AUTHORIZED TAX RATES 2018 BUDGET YEAR

<u>TAXING ENTITY</u>	<u>MILLAGE RATE</u>
COUNTY OPERATING*	0.0040502
ANIMAL CONTROL	0.0003000
BUS	0.0002500
COMMISSION ON AGING	0.0010000
COUNTY PARKS AND RECREATION/COMMUNITY CENTER	0.0002500
EMERGENCY SERVICES	0.0007800
LIBRARY	0.0004000
LIBRARY EXPANSION PROJECT	0.0003750
M TEC	0.0006464
RECYCLING	0.0002500
ROAD COMMISSION	0.0010000
SPORTSPLEX OPERATING	0.0002500
SPORTSPLEX BUILDING AND MAINTENANCE	0.0001875
UNIVERSITY CENTER OF GAYLORD	0.0005569
TOTAL	0.0102960

* In accordance with the state mandated tax shift, the county operating millage will be levied in July, 2018 for the 2018 budget year; all other millages listed will be levied in December, 2017 for the 2018 budget year.

County Roster 2018

Department	Full-time	Part-time	Seasonal	Elected
Airport	2			
Animal Control	4	1		
Board of Commissioners				9
Bus System	16	8		
Clerk/ROD	4	1		
County Administration	2			
Equalization	2	1		
Finance	1	2		
Human Resources	1			
Land Use Services	5		1	
MSU Extension		1		
Parks and Recreation	4	4	7	
Prosecutor	7	1		
Sheriff	25	4	1	
Treasurer	3	1		
Veterans/Housing/Grants	1	1		

**full-time elected officials are counted under full-time*

OTSEGO COUNTY – 2018 COURT EMPLOYEE CENSUS

TITLE	No. Emp
Judge	1
Court Administrator	1
Admin Assistant/Financial Officer	1
Judicial Secretary/Admin Assistant	1
Friend of the Court Supervisor	1
Juvenile Officer/Case Manager	1
Court Clerk/Supervisor	1
Juvenile Case Workers	2
FOC Case Manager	2
Drug Court Probation Officer	1
FOC Senior Account Specialist	1
FOC Account Specialist	1
FOC Legal Sec./Acct. Specialist	1

TITLE	No. Emp
Probation Compliance Officer	1
Juvenile Register	1
Probate Register	1
Collections Clerk	1
Deputy Court Clerk – Criminal	1
Deputy Court Clerk – Civil	1
Deputy Court Clerk – Traffic	1
FOC Part-time Secretary/Receptionist	1
Part-time Court Officer	2

**OTSEGO COUNTY PROPOSED BUDGET
FOR THE YEAR ENDED DECEMBER 31, 2018
ALL FUNDS AND COMPONENT UNITS
SUMMARY OF BUDGET TOTALS**

	2018	2017
	PROPOSED BUDGET	PROPOSED BUDGET
General Funds		
101 General Fund	\$ 8,244,739	\$ 8,064,151
257 Budget Stabilization	\$ 5,000	\$ 5,000
260 Legal Defense Fund	\$ 35,000	\$ 25,000
293 Soldiers' Relief Fund	\$ 5,000	\$ 5,000
	<u>\$ 8,289,739</u>	<u>\$ 8,099,151</u>
Special Revenue Funds		
205 Work Camp Fund	\$ 152,169	\$ 152,994
208 Parks and Recreation	\$ 521,131	\$ 450,180
209 Groen Nature Preserve Fund	\$ 303,367	\$ 93,130
212 Animal Control	\$ 523,264	\$ 415,447
215 Friend of the Court Fund	\$ 480,607	\$ 469,114
226 Recycling Fund	\$ 355,700	\$ 354,300
232 Housing Fund	\$ 168,627	\$ 135,248
233 HUD Grant Fund	\$ 232,500	\$ 267,650
243 Brownfield Redevelopment	\$ 30,926	\$ 50,000
245 Public Improvement Fund	\$ 10,000	\$ 20,000
249 Building Inspection Fund	\$ 563,751	\$ 447,350
256 Register of Deeds Automation	\$ 35,000	\$ 35,000
261 911 Service Fund	\$ 668,300	\$ 656,000
263 Concealed Pistol Licensing Fund	\$ 10,000	\$ -
264 LCL Officers Training Fund	\$ 4,500	\$ 3,000
266 Equipment Fund	\$ 142,000	\$ 95,300
269 Law Library	\$ 3,500	\$ 3,500
271 Library	\$ 802,049	\$ 860,757
290 Social Welfare Fund	\$ 9,120	\$ 8,904
292 Child Care Fund	\$ 893,155	\$ 822,698
294 Veterans' Trust Fund	\$ 5,000	\$ 15,000
	<u>\$ 5,914,666</u>	<u>\$ 5,355,572</u>
Debt Service Fund	\$ 725,000	\$ 350,000
Internal Service Funds		
637 Building and Grounds Fund	\$ 489,403	\$ 486,126
645 Administrative Services Fund	\$ 611,191	\$ 617,302
647 Health Care Fund	\$ 1,385,000	\$ 1,301,116
	<u>\$ 2,485,594</u>	<u>\$ 2,404,544</u>

Enterprise Funds

281	Airport	\$	1,063,176	\$	1,049,498
282	Airport Special Events Fund	\$	188,000	\$	135,000
516	Delinquent Tax Fund	\$	468,010	\$	556,703
588	Otsego County Bus System	\$	2,033,182	*	\$ 1,857,591
593	Advertising - I75 Sign Fund	\$	3,000	\$	-
595	Jail Commisary	\$	16,106	\$	16,054
616	Homestead Audit Fund	\$	1,925	\$	2,100
617	Tax Foreclosure Fund	\$	175,000	\$	179,867
618	GIS Project and Aerial	\$	74,768	\$	29,699
		\$	<u>4,023,167</u>	\$	<u>3,826,512</u>

Capital Projects Funds

469	University Center Capital Projects Fund	\$	684,834	\$	-
471	Library Building Fund	\$	-	\$	432,000
472	Library Building Construction Bond Fund	\$	99,865	\$	-
473	Library Construction Millage Fund	\$	491,890	\$	-
474	Tennis Court Construction Fund	\$	-	\$	-
475	Trail Construction Fund	\$	-	\$	-
481	Airport Capital Projects	\$	20,000	\$	30,000
494	Groen Capital Projects Fund II	\$	-	\$	-
495	Groen Nature Preserve Capital Projects Fund	\$	-	\$	-
497	Courthouse Restoration Fund	\$	45,000	\$	50,000
499	Capital Projects Fund	\$	370,000	\$	267,500
		\$	<u>1,711,589</u>	\$	<u>779,500</u>

**TOTAL COUNTY BUDGET, WITHOUT
COMPONENT UNITS**

<u>\$ 23,149,755</u>	<u>\$ 20,815,279</u>
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Component Units

201	Road Commission	\$	10,189,575	\$	7,987,600
210	EMS/Ambulance	\$	2,333,164	\$	2,005,285
213	University Center - Restricted	\$	688,834	\$	775,700
216	University Center - Unrestricted	\$	-	\$	-
217	Sportsplex Operating	\$	889,740	\$	869,025
297	Commission on Aging	\$	1,930,374	*	\$ 1,910,219
465	Road Construction Fund	\$	1,229,724	\$	1,363,000
468	Sportsplex Building Maintenance Fund	\$	230,573	\$	214,000
594	UCMAN	\$	90,000	\$	82,200
		\$	<u>17,581,984</u>	\$	<u>15,207,029</u>

**TOTAL COUNTY BUDGET, INCLUDING
COMPONENT UNITS**

<u>\$ 40,731,739</u>	<u>\$ 36,022,308</u>
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* Fund has a fiscal year ending 9/30.

DEPARTMENT REPORT FOR COMMISSIONER'S MEETING

MEETING DATE: NOVEMBER 28, 2017

DEPARTMENT: TREASURER

PRESENTER: DIANN AXFORD

OTSEGO COUNTY
Board of Commissioners



EXECUTIVE SUMMARY

AGENDA ITEM: November 17, 2017 Warrant	AGENDA DATE: November 28, 2017
AGENDA PLACEMENT: New Business, A. Financials, Item 1	ACTION REQUESTED: Motion to Approve
STAFF CONTACT(S): Tim Hanley, Finance Director/County Administrator	ATTORNEY REVIEW: No

BACKGROUND/DISCUSSION:

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

The November 17, 2017 warrant is in the amount of \$3,451.05.

RECOMMENDATION:

Staff requests approval of the warrant detailed above with a total amount of \$3,451.05.

CHECK DISBURSEMENT REPORT FOR COUNTY OF OTSEGO
CHECK NUMBER 68388

Check Date	Bank	Check #	Payee	Description	GL #	Amount
10/10/2017	AP	68388	JOHNSON OIL COMPANY	ACCT#52710070	** VOIDED **	
		68388		REST PMT BY MICHAEL MAYNARD 16-34020-FY-3	** VOIDED **	
			TOTAL - ALL FUNDS	TOTAL OF 1 CHECKS (1 voided)		0.00
— GL TOTALS —			TOTAL			0.00

CHECK DISBURSEMENT REPORT FOR COUNTY OF OTSEGO
 CHECK DATE FROM 11/17/2017 - 11/17/2017

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 293 SOLDIERS' RELIEF FUND							
11/17/2017	AP	68877	CHANNEL INN RESORT	#09-2017 VETERAN, SECURITY DEPOSIT AND RENT			** VOIDED **
				#09-2017 VETERAN, SECURITY DEPOSIT AND RENT			** VOIDED **
11/17/2017	AP	68878	JOHNSON OIL COMPANY	VETERAN #12-2017 PROPANE, SET TANK, PERMIT FEES			** VOIDED **
11/17/2017	AP	68879	JOHNSON OIL COMPANY	VETERAN #10-2017 VEHICLE REPAIRS			** VOIDED **
11/17/2017	AP	68880	JUSTIN COAN	VETERAN #11-2017 SECURITY DEPOSIT, PRORATED NOV RENT AND I			** VOIDED **
				VETERAN #11-2017 SECURITY DEPOSIT, PRORATED NOV RENT AND I			** VOIDED **
				VETERAN #11-2017 SECURITY DEPOSIT, PRORATED NOV RENT AND I			** VOIDED **
11/17/2017	AP	68883	CHANNEL INN RESORT	#09-2017 VETERAN, SECURITY DEPOSIT AND RENT			** VOIDED **
				#09-2017 VETERAN, SECURITY DEPOSIT AND RENT			** VOIDED **
11/17/2017	AP	68884	JOHNSON OIL COMPANY	VETERAN #12-2017 PROPANE, SET TANK, PERMIT FEES			** VOIDED **
11/17/2017	AP	68885	JOHNSON OIL COMPANY	VETERAN #10-2017 VEHICLE REPAIRS			** VOIDED **
11/17/2017	AP	68886	JUSTIN COAN	VETERAN #11-2017 SECURITY DEPOSIT, PRORATED NOV RENT AND I			** VOIDED **
				VETERAN #11-2017 SECURITY DEPOSIT, PRORATED NOV RENT AND I			** VOIDED **
				VETERAN #11-2017 SECURITY DEPOSIT, PRORATED NOV RENT AND I			** VOIDED **
11/17/2017	AP	68887	CHANNEL INN RESORT	#09-2017 VETERAN, SECURITY DEPOSIT AND RENT	930.999	689	200.00
				#09-2017 VETERAN, SECURITY DEPOSIT AND RENT	930.999	689	485.00
				CHECK AP 68887 TOTAL FOR FUND 293:			<u>685.00</u>
11/17/2017	AP	68888	JOHNSON OIL COMPANY	VETERAN #12-2017 PROPANE, SET TANK, PERMIT FEES	930.999	689	423.03
11/17/2017	AP	68889	JOHNSON OIL COMPANY	VETERAN #10-2017 VEHICLE REPAIRS	930.999	689	827.02
11/17/2017	AP	68890	JUSTIN COAN	VETERAN #11-2017 SECURITY DEPOSIT, PRORATED NOV RENT AND I	930.999	689	650.00
				VETERAN #11-2017 SECURITY DEPOSIT, PRORATED NOV RENT AND I	930.999	689	216.00
				VETERAN #11-2017 SECURITY DEPOSIT, PRORATED NOV RENT AND I	930.999	689	650.00
				CHECK AP 68890 TOTAL FOR FUND 293:			<u>1,516.00</u>
				Total for fund 293 SOLDIERS' RELIEF FUND			3,451.05

CHECK DISBURSEMENT REPORT FOR COUNTY OF OTSEGO
CHECK DATE FROM 11/17/2017 - 11/17/2017

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
TOTAL - ALL FUNDS							3,451.05

CHECK DISBURSEMENT REPORT FOR COUNTY OF OTSEGO
 CHECK DATE FROM 11/17/2017 - 11/17/2017

Check Date	Bank	Check #	Payee	Description	GL #	Amount
11/17/2017	AP	68877	CHANNEL INN RESORT	#09-2017 VETERAN, SECURITY DEPOSIT AND RENT		** VOIDED **
		68877		#09-2017 VETERAN, SECURITY DEPOSIT AND RENT		** VOIDED **
11/17/2017	AP	68878	JOHNSON OIL COMPANY	VETERAN #12-2017 PROPANE, SET TANK, PERMIT FEES		** VOIDED **
11/17/2017	AP	68879	JOHNSON OIL COMPANY	VETERAN #10-2017 VEHICLE REPAIRS		** VOIDED **
11/17/2017	AP	68880	JUSTIN COAN	VETERAN #11-2017 SECURITY DEPOSIT, PRORATED NOV RENT AND		** VOIDED **
		68880		VETERAN #11-2017 SECURITY DEPOSIT, PRORATED NOV RENT AND		** VOIDED **
		68880		VETERAN #11-2017 SECURITY DEPOSIT, PRORATED NOV RENT AND		** VOIDED **
11/17/2017	AP	68881	VOID	** VOIDED **		** VOIDED **
11/17/2017	AP	68882	VOID	** VOIDED **		** VOIDED **
11/17/2017	AP	68883	CHANNEL INN RESORT	#09-2017 VETERAN, SECURITY DEPOSIT AND RENT		** VOIDED **
		68883		#09-2017 VETERAN, SECURITY DEPOSIT AND RENT		** VOIDED **
11/17/2017	AP	68884	JOHNSON OIL COMPANY	VETERAN #12-2017 PROPANE, SET TANK, PERMIT FEES		** VOIDED **
11/17/2017	AP	68885	JOHNSON OIL COMPANY	VETERAN #10-2017 VEHICLE REPAIRS		** VOIDED **
11/17/2017	AP	68886	JUSTIN COAN	VETERAN #11-2017 SECURITY DEPOSIT, PRORATED NOV RENT AND		** VOIDED **
		68886		VETERAN #11-2017 SECURITY DEPOSIT, PRORATED NOV RENT AND		** VOIDED **
		68886		VETERAN #11-2017 SECURITY DEPOSIT, PRORATED NOV RENT AND		** VOIDED **
11/17/2017	AP	68887	CHANNEL INN RESORT	#09-2017 VETERAN, SECURITY DEPOSIT AND RENT	293-689-930.999	685.00
11/17/2017	AP	68888	JOHNSON OIL COMPANY	VETERAN #12-2017 PROPANE, SET TANK, PERMIT FEES	293-689-930.999	423.03
11/17/2017	AP	68889	JOHNSON OIL COMPANY	VETERAN #10-2017 VEHICLE REPAIRS	293-689-930.999	827.02
11/17/2017	AP	68890	JUSTIN COAN	VETERAN #11-2017 SECURITY DEPOSIT, PRORATED NOV RENT AND	293-689-930.999	1,516.00
			TOTAL - ALL FUNDS	TOTAL OF 14 CHECKS (10 voided)		3,451.05

OTSEGO COUNTY
Board of Commissioners



EXECUTIVE SUMMARY

AGENDA ITEM: November 21, 2017 Warrant	AGENDA DATE: November 28, 2017
AGENDA PLACEMENT: New Business, A. Financials, Item 2.	ACTION REQUESTED: Motion to Approve
STAFF CONTACT(S): Tim Hanley, Finance Director/County Administrator	ATTORNEY REVIEW: No

BACKGROUND/DISCUSSION:

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

The November 21, 2017 warrant is in the amount of \$152,297.72. Major expenditures in the warrant include:

- \$30,340.08 Blue Care Network – December 2017
- \$45,695.03 Blue Cross Blue Shield – December 2017
- \$25,040.00 C2AE – trail project

RECOMMENDATION:

Staff requests approval of the warrant detailed above with a total amount of \$152,297.72.

CHECK DISBURSEMENT REPORT FOR COUNTY OF OTSEGO
 CHECK DATE FROM 11/21/2017 - 11/21/2017

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 101 GENERAL FUND							
11/21/2017	AP	1726(E)*#	FLEETCOR SUPERFLEET MASTERCARD	ACCT#FB 115	930.660	257	34.08
				ACCT#FB 115	930.660	301	137.43
				ACCT#FB 115	930.660	301	2,320.66
				ACCT#FB 115	930.660	302	252.63
				ACCT#FB 115	930.660	648	134.93
				ACCT#FB 115	930.660	721	158.29
				CHECK AP 1726(E) TOTAL FOR FUND 101:			<u>3,038.02</u>
11/21/2017	AP	68914	STEVEN ROLLINS	11/16/17 VETERANS MEETING PER DIEM, MILEAGE REIMBURSEMENT 703.040		682	50.00
				11/16/17 VETERANS MEETING PER DIEM, MILEAGE REIMBURSEMENT 930.500		682	3.30
				CHECK AP 68914 TOTAL FOR FUND 101:			<u>53.30</u>
				Total for fund 101 GENERAL FUND			3,091.32
Fund: 205 WORK CAMP							
11/21/2017	AP	1726(E)*#	FLEETCOR SUPERFLEET MASTERCARD	ACCT#FB 115	930.660	301	355.44
				Total for fund 205 WORK CAMP			355.44
Fund: 208 PARKS AND RECREATION							
11/21/2017	AP	1726(E)*#	FLEETCOR SUPERFLEET MASTERCARD	ACCT#FB 115	930.660	751	34.86
				ACCT#FB 115	930.660	752	34.87
				CHECK AP 1726(E) TOTAL FOR FUND 208:			<u>69.73</u>
11/21/2017	AP	68892*#	AMERICAN WASTE	2213267 GARBAGE BILL	920.200	752	82.40
11/21/2017	AP	68896*#	CHARTER COMMUNICATIONS	CABLE AND PHONE	726.000	752	83.98
				CABLE AND PHONE	930.210	752	39.99
				CHECK AP 68896 TOTAL FOR FUND 208:			<u>123.97</u>
11/21/2017	AP	68897	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 68897 TOTAL FOR FUND 208:			<u>192.00</u>
11/21/2017	AP	68898	DUNNS	ENVELOPES, DIVIDERS	726.000	752	13.86
11/21/2017	AP	68901#	GILL ROYS HARDWARE	SUPPLIES	726.050	751	15.50

CHECK DISBURSEMENT REPORT FOR COUNTY OF OTSEGO
 CHECK DATE FROM 11/21/2017 - 11/21/2017

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 208 PARKS AND RECREATION							
				SUPPLIES	726.050	751	41.98
				SUPPLIES	726.000	752	21.98
				SUPPLIES	726.000	752	48.56
				SUPPLIES	726.000	752	8.39
				SUPPLIES	726.025	752	47.53
				CHECK AP 68901 TOTAL FOR FUND 208:			<u>183.94</u>
11/21/2017	AP	68910*#	NORTHERN MICHIGAN REVIEW	181577/13443	930.300	751	131.25
				181577/13443	930.300	752	131.25
				CHECK AP 68910 TOTAL FOR FUND 208:			<u>262.50</u>
11/21/2017	AP	68917*#	UCMAN	6680 WIRELESS CONNECTION	726.000	752	59.95
				Total for fund 208 PARKS AND RECREATION			988.35
Fund: 209 GROEN NATURE PRESERVE FUND							
11/21/2017	AP	68902	GREAT LAKES ENERGY	ELECTRIC BILL	930.620	751	67.64
11/21/2017	AP	68910*#	NORTHERN MICHIGAN REVIEW	181577/13443	930.300	751	129.41
				Total for fund 209 GROEN NATURE PRESERVE FUND			197.05
Fund: 210 AMBULANCE SERVICES							
11/21/2017	AP	1726(E)*#	FLEETCOR SUPERFLEET MASTERCARD	ACCT#FB 115	700.000	651	4,967.04
				Total for fund 210 AMBULANCE SERVICES			4,967.04
Fund: 212 ANIMAL CONTROL							
11/21/2017	AP	1725(E)*#	CONSUMERS ENERGY	100060707310 ANIMAL CONTROL	930.620	430	1,024.68
11/21/2017	AP	1726(E)*#	FLEETCOR SUPERFLEET MASTERCARD	ACCT#FB 115	930.660	430	444.71
11/21/2017	AP	68892*#	AMERICAN WASTE	2212884	920.410	430	72.10
11/21/2017	AP	68903	HOME DEPOT CREDIT SERVICES	2582335	726.000	430	127.99
11/21/2017	AP	68909	NETWORKFLEET INC	OSV000001216266	920.410	430	37.90
11/21/2017	AP	68917*#	UCMAN	0000006695	920.410	430	400.00
				Total for fund 212 ANIMAL CONTROL			2,107.38
Fund: 233 HUD GRANT FUND							

CHECK DISBURSEMENT REPORT FOR COUNTY OF OTSEGO
 CHECK DATE FROM 11/21/2017 - 11/21/2017

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 233 HUD GRANT FUND							
11/21/2017	AP	68905	JOHN LAFAVE	11/16/17 HOUSING MEETING PER DIEM, MILEAGE REIMBURSEMENT	703.040	690	50.00
				11/16/17 HOUSING MEETING PER DIEM, MILEAGE REIMBURSEMENT	930.500	690	6.27
				CHECK AP 68905 TOTAL FOR FUND 233:			<u>56.27</u>
11/21/2017	AP	68907*#	KEVAN D FLORY	11/16/17 HOUSING MEETING PER DIEM	703.040	690	50.00
11/21/2017	AP	68913	STEVE RIOZZI	11/16/17 HOUSING MEETING PER DIEM, MILEAGE REIMBURSEMENT	703.040	690	50.00
				11/16/17 HOUSING MEETING PER DIEM, MILEAGE REIMBURSEMENT	930.500	690	3.62
				CHECK AP 68913 TOTAL FOR FUND 233:			<u>53.62</u>
11/21/2017	AP	68915	TAMMY LABOUEF	11/16/17 HOUSING MEETING PER DIEM	703.040	690	50.00
11/21/2017	AP	68916	THOR CONTRACTING, INC	PROJECT #04-2017, 50% COMPLETE AND INSPECTED, CDBG PI/OWNE	940.010	690	19,798.00
				PROJECT #04-2017, 50% COMPLETE AND INSPECTED, CDBG PI/OWNE	940.010	690	150.00
				CHECK AP 68916 TOTAL FOR FUND 233:			<u>19,948.00</u>
				Total for fund 233 HUD GRANT FUND			20,157.89
Fund: 249 BUILDING INSPECTION FUND							
11/21/2017	AP	1726(E)*#	FLEETCOR SUPERFLEET MASTERCARD	ACCT#FB 115	930.660	371	52.77
11/21/2017	AP	68899	ELI ELECTRIC LLC	SERVICES 11/08/17 THRU 11/14/17	801.026	371	1,220.00
11/21/2017	AP	68907*#	KEVAN D FLORY	SERVICES 11/01/17 THRU 11/14/17	801.024	371	1,260.00
11/21/2017	AP	68908	LARRY KENT	SERVICES 11/07/17 THRU 11/14/17	801.024	371	350.00
11/21/2017	AP	68911	PITNEY BOWES	POSTAGE	930.450	371	435.96
				Total for fund 249 BUILDING INSPECTION FUND			3,318.73
Fund: 261 911 SERVICE FUND							
11/21/2017	AP	68900	FRONTIER	ACCT#989-732-9752-032210-5	930.210	427	50.77
11/21/2017	AP	68904	IDS INTERNATIONAL INC	INV#20170063	970.450	901	1,500.00
11/21/2017	AP	68906*#	JOHNSON OIL COMPANY	ACCT#52710070	970.435	901	334.46
				Total for fund 261 911 SERVICE FUND			1,885.23
Fund: 266 EQUIPMENT FUND							
11/21/2017	AP	1726(E)*#	FLEETCOR SUPERFLEET MASTERCARD	ACCT#FB 115	930.660	901	37.31
				Total for fund 266 EQUIPMENT FUND			37.31

CHECK DISBURSEMENT REPORT FOR COUNTY OF OTSEGO
 CHECK DATE FROM 11/21/2017 - 11/21/2017

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 281 AIRPORT							
11/21/2017	AP	1725(E)*#	CONSUMERS ENERGY	AIRPORT MULTIPLE INVOICES	930.620	537	28.61
				AIRPORT MULTIPLE INVOICES	930.620	537	272.99
				AIRPORT MULTIPLE INVOICES	930.620	537	1,665.55
				AIRPORT MULTIPLE INVOICES	930.620	537	23.42
				AIRPORT MULTIPLE INVOICES	930.620	537	25.95
				AIRPORT MULTIPLE INVOICES	930.620	537	54.71
				AIRPORT MULTIPLE INVOICES	930.620	537	329.52
				CHECK AP 1725(E) TOTAL FOR FUND 281:			<u>2,400.75</u>
11/21/2017	AP	1726(E)*#	FLEETCOR SUPERFLEET MASTERCARD	ACCT#FB 115	930.660	537	67.25
11/21/2017	AP	68892*#	AMERICAN WASTE	AIRPORT TRASH PICK UP INV # 2212885	920.400	537	118.45
11/21/2017	AP	68896*#	CHARTER COMMUNICATIONS	AIRPORT TV INTERNET PHONES	920.410	537	338.42
				Total for fund 281 AIRPORT			2,924.87
Fund: 475 TRAIL CONSTRUCTION FUND							
11/21/2017	AP	68895	C2AE	PROJ.# 17-0019 INV#65207 (TRAIL)	970.300	901	25,040.00
				Total for fund 475 TRAIL CONSTRUCTION FUND			25,040.00
Fund: 516 DELINQUENT TAX REVOLVING							
11/21/2017	AP	68912	RONALD BACHELLER	REFUND 2017 PAYMENT ON PARCEL 091-310-000-327-00	694.000	030	250.00
				Total for fund 516 DELINQUENT TAX REVOLVING			250.00
Fund: 588 TRANSPORTATION FUND							
11/21/2017	AP	68906*#	JOHNSON OIL COMPANY	CL37178 FUEL	930.660	699	8,724.19
11/21/2017	AP	68910*#	NORTHERN MICHIGAN REVIEW	171991-357959 PRIME TIMES, BREAST CANCER, SEO BOOST	930.300	697	202.61
				353740 BUS AIDE & MEALS DRIVER	930.300	697	108.00
				CHECK AP 68910 TOTAL FOR FUND 588:			<u>310.61</u>
				Total for fund 588 TRANSPORTATION FUND			9,034.80
Fund: 647 HEALTH CARE FUND							
11/21/2017	AP	68891	44NORTH	INV#176252	704.110	851	1,867.20
11/21/2017	AP	68893	BLUE CARE NETWORK	INV#173140072687 (DECEMBER 2017)	704.110	851	30,340.08
11/21/2017	AP	68894	BLUE CROSS BLUE SHIELD OF MICHIGAN	GROUP#007041908 (DEC. 2017)	704.110	851	45,695.03
				Total for fund 647 HEALTH CARE FUND			77,902.31
Fund: 701 GENERAL AGENCY							

CHECK DISBURSEMENT REPORT FOR COUNTY OF OTSEGO
CHECK DATE FROM 11/21/2017 - 11/21/2017

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 701 GENERAL AGENCY							
11/21/2017	AP	68906*#	JOHNSON OIL COMPANY	REST PMT BY MICHAEL MAYNARD 16-34020-FY-3	271.130	000	40.00
TOTAL - ALL FUNDS				Total for fund 701 GENERAL AGENCY			40.00
							152,297.72

*-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 11/21/2017 - 11/21/2017

Check Date	Bank	Check #	Payee	Description	GL #	Amount
11/21/2017	AP	1725(E)	CONSUMERS ENERGY	100060707310 ANIMAL CONTROL	212-430-930.620	1,024.68
		1725(E)		AIRPORT MULTIPLE INVOICES	281-537-930.620	2,400.75
						3,425.43
11/21/2017	AP	1726(E)	FLEETCOR SUPERFLEET MASTERCARD	ACCT#FB 115	101-257-930.660	34.08
		1726(E)		ACCT#FB 115	101-301-930.660	2,458.09
		1726(E)		ACCT#FB 115	101-302-930.660	252.63
		1726(E)		ACCT#FB 115	101-648-930.660	134.93
		1726(E)		ACCT#FB 115	101-721-930.660	158.29
		1726(E)		ACCT#FB 115	205-301-930.660	355.44
		1726(E)		ACCT#FB 115	208-751-930.660	34.86
		1726(E)		ACCT#FB 115	208-752-930.660	34.87
		1726(E)		ACCT#FB 115	210-651-700.000	4,967.04
		1726(E)		ACCT#FB 115	212-430-930.660	444.71
		1726(E)		ACCT#FB 115	249-371-930.660	52.77
		1726(E)		ACCT#FB 115	266-901-930.660	37.31
		1726(E)		ACCT#FB 115	281-537-930.660	67.25
11/21/2017	AP	68891	44NORTH	INV#176252	647-851-704.110	1,867.20
11/21/2017	AP	68892	AMERICAN WASTE	2213267 GARBAGE BILL	208-752-920.200	82.40
		68892		2212884	212-430-920.410	72.10
		68892		AIRPORT TRASH PICK UP INV # 2212885	281-537-920.400	118.45
						272.95
11/21/2017	AP	68893	BLUE CARE NETWORK	INV#173140072687 (DECEMBER 2017)	647-851-704.110	30,340.08
11/21/2017	AP	68894	BLUE CROSS BLUE SHIELD OF MICHIGAN	GROUP#007041908 (DEC. 2017)	647-851-704.110	45,695.03
11/21/2017	AP	68895	C2AE	PROJ.# 17-0019 INV#65207 (TRAIL)	475-901-970.300	25,040.00
11/21/2017	AP	68896	CHARTER COMMUNICATIONS	CABLE AND PHONE	208-752-726.000	83.98
		68896		CABLE AND PHONE	208-752-930.210	39.99
		68896		AIRPORT TV INTERNET PHONES	281-537-920.410	338.42
						462.39
11/21/2017	AP	68897	CHOICE PUBLICATIONS	CENTER ADS	208-752-930.300	192.00
11/21/2017	AP	68898	DUNNS	ENVELOPES, DIVIDERS	208-752-726.000	13.86
11/21/2017	AP	68899	ELI ELECTRIC LLC	SERVICES 11/08/17 THRU 11/14/17	249-371-801.026	1,220.00
11/21/2017	AP	68900	FRONTIER	ACCT#989-732-9752-032210-5	261-427-930.210	50.77

CHECK DISBURSEMENT REPORT FOR COUNTY OF OTSEGO
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Check Date	Bank	Check #	Payee	Description	GL #	Amount
11/21/2017	AP	68901	GILL ROYS HARDWARE	SUPPLIES	208-751-726.050	57.48
		68901		SUPPLIES	208-752-726.000	78.93
		68901		SUPPLIES	208-752-726.025	47.53
						183.94
11/21/2017	AP	68902	GREAT LAKES ENERGY	ELECTRIC BILL	209-751-930.620	67.64
11/21/2017	AP	68903	HOME DEPOT CREDIT SERVICES	2582335	212-430-726.000	127.99
11/21/2017	AP	68904	IDS I INTERNATIONAL INC	INV#20170063	261-901-970.450	1,500.00
11/21/2017	AP	68905	JOHN LAFAVE	11/16/17 HOUSING MEETING PER DIEM, MILEAGE REIMBURSEMENT	233-690-703.040	50.00
		68905		11/16/17 HOUSING MEETING PER DIEM, MILEAGE REIMBURSEMENT	233-690-930.500	6.27
						56.27
11/21/2017	AP	68906	JOHNSON OIL COMPANY	ACCT#52710070	261-901-970.435	334.46
		68906		CL37178 FUEL	588-699-930.660	8,724.19
		68906		REST PMT BY MICHAEL MAYNARD 16-34020-FY-3	701-000-271.130	40.00
						9,098.65
11/21/2017	AP	68907	KEVAN D FLORY	11/16/17 HOUSING MEETING PER DIEM	233-690-703.040	50.00
		68907		SERVICES 11/01/17 THRU 11/14/17	249-371-801.024	1,260.00
						1,310.00
11/21/2017	AP	68908	LARRY KENT	SERVICES 11/07/17 THRU 11/14/17	249-371-801.024	350.00
11/21/2017	AP	68909	NETWORKFLEET INC	OSV000001216266	212-430-920.410	37.90
11/21/2017	AP	68910	NORTHERN MICHIGAN REVIEW	181577/13443	208-751-930.300	131.25
		68910		181577/13443	208-752-930.300	131.25
		68910		181577/13443	209-751-930.300	129.41
		68910		171991-357959 PRIME TIMES, BREAST CANCER, SEO BOOST	588-697-930.300	310.61
						702.52
11/21/2017	AP	68911	PITNEY BOWES	POSTAGE	249-371-930.450	435.96
11/21/2017	AP	68912	RONALD BACHELLER	REFUND 2017 PAYMENT ON PARCEL 091-310-000-327-00	516-030-694.000	250.00
11/21/2017	AP	68913	STEVE RIOZZI	11/16/17 HOUSING MEETING PER DIEM, MILEAGE REIMBURSEMENT	233-690-703.040	50.00
		68913		11/16/17 HOUSING MEETING PER DIEM, MILEAGE REIMBURSEMENT	233-690-930.500	3.62
						53.62
11/21/2017	AP	68914	STEVEN ROLLINS	11/16/17 VETERANS MEETING PER DIEM, MILEAGE REIMBURSEMENT	101-682-703.040	50.00

CHECK DISBURSEMENT REPORT FOR COUNTY OF OTSEGO
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Check Date	Bank	Check #	Payee	Description	GL #	Amount
		68914		11/16/17 VETERANS MEETING PER DIEM, MILEAGE REIMBURSEMENT	101-682-930.500	3.30
						<u>53.30</u>
11/21/2017	AP	68915	TAMMY LABOUEF	11/16/17 HOUSING MEETING PER DIEM	233-690-703.040	50.00
11/21/2017	AP	68916	THOR CONTRACTING, INC	PROJECT #04-2017, 50% COMPLETE AND INSPECTED, CDBG PI/OWNI	233-690-940.010	19,948.00
11/21/2017	AP	68917	UCMAN	6680 WIRELESS CONNECTION	208-752-726.000	59.95
		68917		0000006695	212-430-920.410	400.00
						<u>459.95</u>
			TOTAL - ALL FUNDS	TOTAL OF 29 CHECKS		152,297.72

OTSEGO COUNTY
Board of Commissioners



EXECUTIVE SUMMARY

AGENDA ITEM: November 28, 2017 Warrant	AGENDA DATE: November 28, 2017
AGENDA PLACEMENT: New Business, A. Financials, Item 2.	ACTION REQUESTED: Motion to Approve
STAFF CONTACT(S): Tim Hanley, Finance Director/County Administrator	ATTORNEY REVIEW: No

BACKGROUND/DISCUSSION:

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

The November 28, 2017 warrant is in the amount of \$230,853.01. Major expenditures in the warrant include:

- \$26,958.53 Emmet County DPW – Oct 2017 Recycling Services
- \$91,492.61 Integrity Construction Services LLC – Library Expansion Project

RECOMMENDATION:

Staff requests approval of the warrant detailed above with a total amount of \$230,853.01.

CHECK DISBURSEMENT REPORT FOR COUNTY OF OTSEGO
 CHECK DATE FROM 11/28/2017 - 11/28/2017

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 101 GENERAL FUND							
11/28/2017	AP	1729(A)	GARY GELOW	DECEMBER 2017 CAA CONTRACT PAYMENT	801.021	131	12,180.68
11/28/2017	AP	68920	AUTOMATED BUSINESS EQUIPMENT	1117 ANNUAL SERVICE CONT FOR STUFFER	920.400	257	750.00
11/28/2017	AP	68923	BILL MARSH FORD GAYLORD	SO#900319 CUST.#B15369-G	726.050	301	36.96
				VEH #694 LOF	920.400	301	33.76
				VEH #695 / #697	920.400	301	137.90
				VEH #695 / #697	920.400	301	95.87
				VEH #695 / #697	920.400	301	544.50
				VEH #695 / #697	920.400	301	33.76
				CHECK AP 68923 TOTAL FOR FUND 101:			882.75
11/28/2017	AP	68926*#	BROWNELLS INC	SUPPLIES- GLOCK SPRINGS, EXTRACTORS, PLUNGER SPRINGS, PAF 726.000		301	29.44
				SUPPLIES- GLOCK SPRINGS, EXTRACTORS, PLUNGER SPRINGS, PAF 726.000		302	11.03
				SUPPLIES- GLOCK SPRINGS, EXTRACTORS, PLUNGER SPRINGS, PAF 726.000		334	3.67
				SUPPLIES- GLOCK SPRINGS, EXTRACTORS, PLUNGER SPRINGS, PAF 726.000		351	33.12
				CHECK AP 68926 TOTAL FOR FUND 101:			77.26
11/28/2017	AP	68932*#	CDW GOVERNMENT INC	ADMIN PRINTER REPLACEMENT	726.000	131	413.81
11/28/2017	AP	68944*#	DE LAGE LANDEN PUBLIC FINANCE	INV#56847949	920.410	257	178.12
				INV#56777759	920.410	267	98.90
				INV#56777759	930.983	267	15.22
				INV#56777759	920.410	864	595.78
				CHECK AP 68944 TOTAL FOR FUND 101:			888.02
11/28/2017	AP	68946	DEREK BABBITT	CONTINUING ED 10-12-17	704.400	257	10.00
11/28/2017	AP	68949*#	DUNNS	864360;865190;865661;865685;865998	726.000	215	76.00
				2017 1117 DUNNS NOV STMT	726.000	257	109.78
				864360;865190;865661;865685;865998	726.000	262	642.57
				CHECK AP 68949 TOTAL FOR FUND 101:			828.35
11/28/2017	AP	68957	GASLIGHT MEDIA	INV#55459	930.240	228	50.00
11/28/2017	AP	68964	JANET ASTRID FLINT	CANVASS 11-7-17 ELECTION	703.040	262	50.00
				CANVASS 11-7-17 ELECTION	930.500	262	0.50

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Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 101 GENERAL FUND							
				CHECK AP 68964 TOTAL FOR FUND 101:			50.50
11/28/2017	AP	68970	KCC UNIVERSITY CENTER GAYLORD	1117 CLASSROOM ETC RENTAL & CATERING 6 HR RENEWAL 9/29	642.020	257	808.60
11/28/2017	AP	68972	LARRY A CORELL	CANVASS 11-7-17 ELECTION	703.040	262	50.00
				CANVASS 11-7-17 ELECTION	930.500	262	12.50
				CHECK AP 68972 TOTAL FOR FUND 101:			62.50
11/28/2017	AP	68975	LIFELOC TECHNOLOGIES INC	BREATH TEST MOUTHPIECES	726.000	131	70.00
11/28/2017	AP	68979	MAKE IT MINE DESIGN	EMBROIDERY SERVICES- K. KILLINGBECK	726.046	301	17.50
11/28/2017	AP	68983	MICHIGAN DEPARTMENT OF TREASURY	1120 CERTIFICATION RENEWAL FOR MREETZ & DBABBITT	930.600	257	175.00
				1120 CERTIFICATION RENEWAL FOR MREETZ & DBABBITT	930.600	257	50.00
				CHECK AP 68983 TOTAL FOR FUND 101:			225.00
11/28/2017	AP	68990	NORTHERN MICHIGAN REVIEW	1117 FINAL AMT FROM PREVIOUS BILLING	930.450	257	5.66
11/28/2017	AP	69001	RR DONNELLEY	VITAL RECORD SAFETY PAPER	726.000	215	102.00
11/28/2017	AP	69003	SAM CANDELA	CANVASS 11-7-17 ELECTION	703.040	262	50.00
				CANVASS 11-7-17 ELECTION	930.500	262	4.00
				CHECK AP 69003 TOTAL FOR FUND 101:			54.00
11/28/2017	AP	69017	TIMOTHY MCPHERSON	MOTORCYCLE REIMBURSEMENTS, 2 TRAILER TIRES/LABOR, BIKE T11940.010		332	121.54
				MOTORCYCLE REIMBURSEMENTS, 2 TRAILER TIRES/LABOR, BIKE T11940.010		332	18.00
				CHECK AP 69017 TOTAL FOR FUND 101:			139.54
11/28/2017	AP	69026	WILLIAM LIGHT	CANVASS 11-7-17 ELECTION	703.040	262	50.00
				CANVASS 11-7-17 ELECTION	930.500	262	15.00
				CHECK AP 69026 TOTAL FOR FUND 101:			65.00
				Total for fund 101 GENERAL FUND			17,681.17
Fund: 205 WORK CAMP							
11/28/2017	AP	68921	BC PIZZA	WORK CAMP PIZZA	930.700	301	39.46
11/28/2017	AP	68926*#	BROWNELLS INC	SUPPLIES- GLOCK SPRINGS, EXTRACTORS, PLUNGER SPRINGS, PAF	726.000	301	7.35
				Total for fund 205 WORK CAMP			46.81
Fund: 208 PARKS AND RECREATION							

CHECK DISBURSEMENT REPORT FOR COUNTY OF OTSEGO
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Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 208 PARKS AND RECREATION							
11/28/2017	AP	1727(E)*#	CONSUMERS ENERGY	PARKS/REC	930.620	751	10.15
				PARKS/REC	930.620	751	141.54
				PARKS/REC	930.620	751	12.05
				PARKS/REC	930.620	752	403.76
				CHECK AP 1727(E) TOTAL FOR FUND 208:			<u>567.50</u>
11/28/2017	AP	68924	BONNY MILLER	PER DIEM, TRAVEL NOVEMBER	703.040	752	50.00
				PER DIEM, TRAVEL NOVEMBER	930.500	752	20.00
				CHECK AP 68924 TOTAL FOR FUND 208:			<u>70.00</u>
11/28/2017	AP	68935	CHARTER COMMUNICATIONS	PHONE AND INTERNET	930.210	751	49.98
11/28/2017	AP	68943	DAVE BARAGREY	PER DIEM, TRAVEL NOVEMBER	703.040	752	50.00
				PER DIEM, TRAVEL NOVEMBER	930.500	752	1.60
				CHECK AP 68943 TOTAL FOR FUND 208:			<u>51.60</u>
11/28/2017	AP	68952	FAMILY FARM AND HOME	1691/15 TRAIL CAMERAS	726.050	751	210.00
11/28/2017	AP	68968	JUDITH JARECKI	PER DIEM, TRAVEL NOVEMBER	703.040	752	50.00
				PER DIEM, TRAVEL NOVEMBER	930.500	752	16.00
				CHECK AP 68968 TOTAL FOR FUND 208:			<u>66.00</u>
11/28/2017	AP	68969	JUSTIN WING	PER DIEM, TRAVEL NOVEMBER	703.040	752	50.00
				PER DIEM, TRAVEL NOVEMBER	930.500	752	8.55
				CHECK AP 68969 TOTAL FOR FUND 208:			<u>58.55</u>
11/28/2017	AP	68971	KELLI PARKER	PER DIEM, TRAVEL NOVEMBER	703.040	752	50.00
				PER DIEM, TRAVEL NOVEMBER	930.500	752	2.50
				CHECK AP 68971 TOTAL FOR FUND 208:			<u>52.50</u>
11/28/2017	AP	68974	LARRYS LANDSCAPING	2017032	920.200	751	200.00
11/28/2017	AP	68977*#	LOWES	SUPPLIES	970.300	901	62.94
11/28/2017	AP	68993	OTSEGO COUNTY COMMISSION ON AGING	TRANSPORTATION AND ADS FOR WALING GROUP	970.300	901	138.00
11/28/2017	AP	68998	PRO-BUILD	BOARDS 60337780	726.050	751	333.60

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 208 PARKS AND RECREATION							
11/28/2017	AP	68999	RANDY STULTS	PER DIEM, TRAVEL NOVEMBER MEETING	703.040	752	50.00
				PER DIEM, TRAVEL NOVEMBER MEETING	930.500	752	10.60
				CHECK AP 68999 TOTAL FOR FUND 208:			<u>60.60</u>
11/28/2017	AP	69002	SAGASSER & ASSOCIATES INC	I-101701-1 ASSESSMENT ON PARCELS	970.300	901	1,436.78
11/28/2017	AP	69007	SCOTT COURTERIER	PER DIEM, TRAVEL NOVEMBER	703.040	752	50.00
				PER DIEM, TRAVEL NOVEMBER	930.500	752	8.50
				CHECK AP 69007 TOTAL FOR FUND 208:			<u>58.50</u>
11/28/2017	AP	69025	WILLIAM HOLEWINSKI	PER DIEM, TRAVEL NOVEMBER MEETING	703.040	752	50.00
				PER DIEM, TRAVEL NOVEMBER MEETING	930.500	752	3.00
				CHECK AP 69025 TOTAL FOR FUND 208:			<u>53.00</u>
				Total for fund 208 PARKS AND RECREATION			3,469.55
Fund: 209 GROEN NATURE PRESERVE FUND							
11/28/2017	AP	68955	FRONTIER	PHONE BILL	930.210	751	94.65
11/28/2017	AP	68966*#	JOHNSON OIL COMPANY	GASOLINE	930.660	751	41.40
11/28/2017	AP	68977*#	LOWES	SUPPLIES	726.050	751	169.01
11/28/2017	AP	68997	PREMIER MARKETING INC	2018 GAYLORD CARICATURE MAP-PARTICIPATION FEE	930.300	751	295.00
				Total for fund 209 GROEN NATURE PRESERVE FUND			600.06
Fund: 212 ANIMAL CONTROL							
11/28/2017	AP	68918	ALPINE ANIMAL HOSPITAL	OCTOBER 2017	930.471	430	118.00
				OCTOBER 2017	930.980	430	603.00
				CHECK AP 68918 TOTAL FOR FUND 212:			<u>721.00</u>
11/28/2017	AP	68944*#	DE LAGE LANDEN PUBLIC FINANCE	INV#56777759	920.410	430	141.55
11/28/2017	AP	68956	GALLS INC AN ARAMARK CO	008614205	726.046	430	34.93
11/28/2017	AP	68958	GAYLORD VETERINARY SERVICES	OCTOBER 2017	930.471	430	1,311.45
				OCTOBER 2017	930.980	430	490.00
				OCTOBER 2017	930.981	430	80.00

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Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 212 ANIMAL CONTROL							
				CHECK AP 68958 TOTAL FOR FUND 212:			1,881.45
11/28/2017	AP	68962	IMPREST CASH-ANIMAL CONTROL	BRIDGE FARE	930.500	430	8.00
11/28/2017	AP	68986	MID NORTH PRINTING INC	85610	930.400	430	97.80
11/28/2017	AP	68988	MIDWEST VETERINARY SUPPLY, INC.	8630193	726.035	430	970.35
11/28/2017	AP	68989	NORTH POINTE PLUMBING & HEATING	211198	726.050	430	175.00
11/28/2017	AP	69006	SCHOPP VETERINARY SERVICES	NOV 13 2017	930.471	430	140.56
				NOV 13 2017	930.980	430	725.00
				CHECK AP 69006 TOTAL FOR FUND 212:			865.56
11/28/2017	AP	69016*#	TENURGY, LLC	INV#OTCO-100	930.610	430	504.74
				Total for fund 212 ANIMAL CONTROL			5,400.38
Fund: 226 RECYCLING FUND							
11/28/2017	AP	1727(E)*#	CONSUMERS ENERGY	ACCT#100070199300 (621 GARFIELD)	930.620	528	25.69
11/28/2017	AP	68950	EMMET COUNTY DPW	INV#1031171 (OCTOBER 2017)	940.010	528	26,932.84
				Total for fund 226 RECYCLING FUND			26,958.53
Fund: 249 BUILDING INSPECTION FUND							
11/28/2017	AP	68927	BRUCE TILLINGER	SERVICES 11/02/17 THRU 11/16/17	801.027	371	1,550.00
11/28/2017	AP	68944*#	DE LAGE LANDEN PUBLIC FINANCE	INV#5677759	920.410	371	100.42
11/28/2017	AP	68947	DOUG KASSUBA	INSTALLATION OF 2ND CAT6 CABLE IN PUBLIC VIEWING LOCATION	920.410	371	150.00
11/28/2017	AP	68961	IMAGE FACTORY INC	BUILDING APPROVED LABELS	726.000	371	78.00
11/28/2017	AP	68973	LARRY KENT	SERVICES 11/14/17 THRU 11/21/17	801.024	371	730.00
11/28/2017	AP	68995	PITNEY BOWES	LEASE INVOICE #3304790824	920.410	371	93.57
				Total for fund 249 BUILDING INSPECTION FUND			2,701.99
Fund: 256 REGISTER OF DEEDS AUTOMATION							
11/28/2017	AP	68949*#	DUNNS	864360;865190;865661;865685;865998	726.000	215	540.81
				Total for fund 256 REGISTER OF DEEDS AUTOMATION			540.81
Fund: 260 LEGAL DEFENSE FUND							
11/28/2017	AP	68941	CUMMINGS, MCCLOREY, DAVIS & ACHO P	INV#242597 FILE#36631	801.020	270	7,517.50
				Total for fund 260 LEGAL DEFENSE FUND			7,517.50

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 261 911 SERVICE FUND							
11/28/2017	AP	68933	CENTURY LINK	ACCT#300451601 ELMIRA TWP FIRE DEPT	930.210	427	56.74
11/28/2017	AP	68934	CENTURYLINK	INV#1424279091	930.210	427	132.02
11/28/2017	AP	69013	STATE OF MICHIGAN	INV#18-000040 ACCT#XX-OTSEGO-CO-911	970.435	901	1,000.00
11/28/2017	AP	69015#	TELE-RAD	INV#882324	726.050	427	5,491.65
				INV#882046 & INV.#881935	970.435	901	150.00
				INV#882046 & INV.#881935	970.435	901	1,681.18
				CHECK AP 69015 TOTAL FOR FUND 261:			<u>7,322.83</u>
11/28/2017	AP	69023	VERIZON WIRELESS	ACCT#342115252-00001 INV#9796025393	930.210	427	217.44
11/28/2017	AP	69028	WINN TELECOM	ACCT#9897326108	930.210	427	63.34
				Total for fund 261 911 SERVICE FUND			8,792.37
Fund: 266 EQUIPMENT FUND							
11/28/2017	AP	68940	CRUISERS	INV#37638 CUST. ID# OTSE01	970.420	901	12,071.00
				Total for fund 266 EQUIPMENT FUND			12,071.00
Fund: 281 AIRPORT							
11/28/2017	AP	1728(E)	DTE ENERGY	ACCT# 910022275911 AIRPORT	930.610	537	31.50
11/28/2017	AP	1730(A)	GAYLORD ARFF INC	AIRPORT DECEMBER BILLING	940.010	537	11,519.40
11/28/2017	AP	68928	BUILDERS FIRST SOURCE	AIRPORT MULTIPLE INVOICES	920.400	537	85.60
				AIRPORT MULTIPLE INVOICES	920.400	537	152.62
				AIRPORT MULTIPLE INVOICES	920.400	537	10.09
				AIRPORT MULTIPLE INVOICES	920.400	537	32.59
				CHECK AP 68928 TOTAL FOR FUND 281:			<u>280.90</u>
11/28/2017	AP	68949*#	DUNNS	AIRPORT INV # 864793-0 CHAIR	726.000	537	239.39
11/28/2017	AP	68959	GILL ROYS HARDWARE	AIRPORT MULTIPLE INVOICES	930.620	537	9.98
				AIRPORT MULTIPLE INVOICES	930.620	537	11.99
				AIRPORT MULTIPLE INVOICES	930.620	537	16.76
				AIRPORT MULTIPLE INVOICES	930.620	537	8.18
				AIRPORT MULTIPLE INVOICES	930.620	537	65.11
				AIRPORT MULTIPLE INVOICES	930.620	537	22.91
				AIRPORT MULTIPLE INVOICES	930.620	537	15.93
				AIRPORT MULTIPLE INVOICES	930.620	537	3.04

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Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 281 AIRPORT							
				AIRPORT MULTIPLE INVOICES	930.620	537	19.17
				AIRPORT MULTIPLE INVOICES	930.620	537	56.84
				AIRPORT MULTIPLE INVOICES	930.620	537	23.98
				AIRPORT MULTIPLE INVOICES	930.620	537	9.95
				CHECK AP 68959 TOTAL FOR FUND 281:			<u>263.84</u>
11/28/2017	AP	68966*#	JOHNSON OIL COMPANY	AIRPORT DIESEL FUEL INV # 965	930.662	537	518.78
11/28/2017	AP	69010	STANDARD ELECTRIC COMPANY	AIRPORT INVOICES# 634-515-814	920.400	537	32.19
				AIRPORT INVOICES# 634-515-814	920.400	537	303.40
				AIRPORT INVOICES# 634-515-814	920.400	537	27.01
				CHECK AP 69010 TOTAL FOR FUND 281:			<u>362.60</u>
11/28/2017	AP	69016*#	TENURGY, LLC	INV#OTCO-100	930.610	537	1,213.76
				INV#OTCO-100	930.620	537	14.71
				CHECK AP 69016 TOTAL FOR FUND 281:			<u>1,228.47</u>
				Total for fund 281 AIRPORT			14,444.88
Fund: 282 AIRPORT SPECIAL EVENTS FUND							
11/28/2017	AP	68942	DARNELL RACING ENTERPRISES INC	2018 AIRSHOW FLASH FIRE TRUCK DEPOSIT	123.000	000	2,625.00
11/28/2017	AP	68960	GREAT LAKES COCA-COLA DIST LLC	2017 AIRSHOW SODA WATER	940.010	537	3,396.12
				Total for fund 282 AIRPORT SPECIAL EVENTS FUND			6,021.12
Fund: 290 SOCIAL WELFARE FUND							
11/28/2017	AP	68930	CATHOLIC HUMAN SERVICES	TRAINING - L. MATHIAS, S. FIEL, D. MUNGER	704.400	670	40.00
				TRAINING - L. MATHIAS, S. FIEL, D. MUNGER	704.400	670	40.00
				TRAINING - L. MATHIAS, S. FIEL, D. MUNGER	704.400	670	40.00
				CHECK AP 68930 TOTAL FOR FUND 290:			<u>120.00</u>
11/28/2017	AP	68938	CONNIE MURPHY	NOV. 2017	703.040	670	50.00
				NOV. 2017	930.500	670	27.00
				CHECK AP 68938 TOTAL FOR FUND 290:			<u>77.00</u>
11/28/2017	AP	68981	MELANIE YOUNGS	NOV. 2017	930.500	670	30.00
11/28/2017	AP	69009	SHERRY S HUFF	NOV. 2017	703.040	670	50.00
				NOV. 2017	930.500	670	49.00

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Fund: 290 SOCIAL WELFARE FUND							
				CHECK AP 69009 TOTAL FOR FUND 290:			99.00
				Total for fund 290 SOCIAL WELFARE FUND			326.00
Fund: 472 LIBRARY BUILDING CONSTRUCTION BOND FUND							
11/28/2017	AP	68963	INTEGRITY CONSTRUCTION SERVICES LLC	PROJECT#2517	970.300	901	91,492.61
				Total for fund 472 LIBRARY BUILDING CONSTRUCTION BOND FUND			91,492.61
Fund: 481 AIRPORT CAPITAL PROJECTS							
11/28/2017	AP	68948	DOZER CONSTRUCTION	AIRPORT PREP AND PAVING INV # 1138	970.300	901	6,300.00
				Total for fund 481 AIRPORT CAPITAL PROJECTS			6,300.00
Fund: 499 CAPITAL PROJECTS FUND							
11/28/2017	AP	68929	C2AE	INV#65202 (TRAILHEAD) INV#65209 (BOILER)	970.300	901	1,590.00
				INV#65202 (TRAILHEAD) INV#65209 (BOILER)	970.300	901	392.12
				CHECK AP 68929 TOTAL FOR FUND 499:			1,982.12
11/28/2017	AP	68984	MICHIGAN DEPT OF LICENSE & REG	INV#BLR409506 (BOILER)	970.300	901	490.00
				Total for fund 499 CAPITAL PROJECTS FUND			2,472.12
Fund: 516 DELINQUENT TAX REVOLVING							
11/28/2017	AP	69018	TITLE CHECK LLC	PARCEL ADMIN FEES 2015 TX YR NOVEMBER INSTALLMENT	920.410	253	1,927.83
11/28/2017	AP	69021	UNDERGROUND SECURITY COMPANY	STORAGE OF SECURITY RECORDS FROM 10/1/17-9/30/18	920.410	253	217.00
				STORAGE OF SECURITY RECORDS FROM 10/1/17-9/30/18	920.410	253	96.90
				CHECK AP 69021 TOTAL FOR FUND 516:			313.90
				Total for fund 516 DELINQUENT TAX REVOLVING			2,241.73
Fund: 588 TRANSPORTATION FUND							
11/28/2017	AP	68931	CCP INDUSTRIES INC	IN01990608 SHOP TOWELS	726.050	699	215.85
11/28/2017	AP	68937	CITY OF GAYLORD	001254-0000-02 NOVEMBER	920.200	697	72.32
11/28/2017	AP	68949*#	DUNNS	8664120 OCTOBER COPIES	726.000	697	148.31
				8677980 CLIPS, DRY-LINE, TONER (DISP.)	726.000	697	122.02
				CHECK AP 68949 TOTAL FOR FUND 588:			270.33
11/28/2017	AP	68951	ESPAR OF MICHIGAN	00029013 STOCK	726.050	699	384.84
				00028964 BUS #8	726.050	699	384.84
				CHECK AP 68951 TOTAL FOR FUND 588:			769.68
11/28/2017	AP	68954	FEENY	5223917 OCCOA VAN #40	726.051	699	102.38

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Fund: 588 TRANSPORTATION FUND							
				5223893; ***5223902 OCCOA VAN #40	726.051	699	3.06
				CHECK AP 68954 TOTAL FOR FUND 588:			<u>105.44</u>
11/28/2017	AP	68965	JIM'S ALPINE AUTOMOTIVE	5150 OCBS	726.050	699	57.98
				5150 OCBS	726.050	699	12.64
				5150 OCBS	726.050	699	100.55
				5150 OCBS	726.051	699	62.28
				CHECK AP 68965 TOTAL FOR FUND 588:			<u>233.45</u>
11/28/2017	AP	68982	MEYER ACE	22972 SHOP SUPPLIES	726.050	699	109.88
11/28/2017	AP	68987	MID STATES BOLT & SCREW CO	31166706 SHOP SUPPLIES	726.050	699	148.24
11/28/2017	AP	68991	OMS COMPLIANCE SERVICES INC	89209 PRE-EMPLOYMENT DRUG TEST	930.600	699	79.50
11/28/2017	AP	68996	PIW CORPORATION	12094 BUS #27	726.050	699	200.00
				12094 BUS #27	920.400	699	60.00
				CHECK AP 68996 TOTAL FOR FUND 588:			<u>260.00</u>
11/28/2017	AP	69000	ROYAL TRUCK & TRAILER SALES INC	0505P5752 BUS #8	726.050	699	13.71
11/28/2017	AP	69020	TREDROC TIRE SERVICES LLC	7580003213 STOCK & BUS #24	726.052	699	2,964.03
				7580003213 STOCK & BUS #24	920.400	699	240.00
				CHECK AP 69020 TOTAL FOR FUND 588:			<u>3,204.03</u>
11/28/2017	AP	69027	WINN TELECOM	989-705-1786 NOVEMBER	930.210	697	258.86
11/28/2017	AP	69029	ZAREMBA EQUIPMENT INC	S 109777 BUS #8	726.050	699	17.41
				S 109779 BUS #8	726.050	699	26.06
				CHECK AP 69029 TOTAL FOR FUND 588:			<u>43.47</u>
				Total for fund 588 TRANSPORTATION FUND			5,784.76
Fund: 618 GIS PROJECT AND AERIAL							
11/28/2017	AP	69019	TOPCOMP COMPUTER SOFTWARE SERVICES	1117 TOPCOMP OCT 2017	920.410	447	1,200.00
				Total for fund 618 GIS PROJECT AND AERIAL			1,200.00
Fund: 637 BUILDING AND GROUNDS							
11/28/2017	AP	1727(E)*#	CONSUMERS ENERGY	ACCT#100000163053	930.620	265	2,997.46
				ACCT#100000163053 & 103015852710	930.620	265	36.09
				CHECK AP 1727(E) TOTAL FOR FUND 637:			<u>3,033.55</u>

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Fund: 637 BUILDING AND GROUNDS							
				Total for fund 637 BUILDING AND GROUNDS			3,033.55
Fund: 645 ADMINISTRATIVE SERVICES							
11/28/2017	AP	68932*#	CDW GOVERNMENT INC	LEXMARK SUPPLIES 500Z IMAGING - QUOTE: JKBD643	726.000	201	43.59
11/28/2017	AP	69011	STAPLES BUSINESS ADVANTAGE	INV#3358729593	726.000	172	43.99
				INV#3358729593	726.000	172	14.99
				CHECK AP 69011 TOTAL FOR FUND 645:			<u>58.98</u>
				Total for fund 645 ADMINISTRATIVE SERVICES			102.57
Fund: 701 GENERAL AGENCY							
11/28/2017	AP	68922	BEVERLY ENTERPRISES	P V EVANS	271.000	000	25.00
11/28/2017	AP	68925	BOYNE AREA GYMNASTICS	CASE#7707046 (GYMNASTICS ENROLLMENT)	230.000	000	107.00
11/28/2017	AP	68936	CITIZENS INSURANCE	MOSHER RESTITUTION	271.000	000	40.00
11/28/2017	AP	68939	CROSSROADS INDUSTRIES	RESITUTION	271.000	000	100.00
11/28/2017	AP	68945	DENISE SOCIA	BUNING RESTITUTION	271.000	000	20.00
11/28/2017	AP	68953	FARM BUREAU INSURANCE	2 @ \$40 EA RESTITUTION	271.000	000	80.00
11/28/2017	AP	68967	JOY BRECKOW	SHOP WITH A COP	230.000	000	939.06
11/28/2017	AP	68976	LOWES	RESTITUTION	271.000	000	50.00
11/28/2017	AP	68978	M&M EXCAVATING	RESTITUTION 3 PYMT'S @ \$200 EA	271.000	000	600.00
11/28/2017	AP	68980	MATTHEW GREEN	RESTITUTION	271.000	000	50.00
11/28/2017	AP	68985	MICHIGAN STATE POLICE BFS-CASHIERS	OCT 2017 SOR FEES	228.018	000	90.00
11/28/2017	AP	68992	OTSEGO COUNTY	BDA P V SIDES	265.000	000	500.00
11/28/2017	AP	68994	OTSEGO COUNTY FRIEND OF COURT	FOC PERF BONDS	265.000	000	2,700.00
				SPECIAL INSTRUCTION PYMT	265.000	000	158.00
				CHECK AP 68994 TOTAL FOR FUND 701:			<u>2,858.00</u>
11/28/2017	AP	69004	SANE	RESTITUTION	271.000	000	150.00
11/28/2017	AP	69005	SARAH BYRLEY	RESTITUTION	271.000	000	2,000.00
11/28/2017	AP	69008	SCRUBS-R-US	RESTITUTION	271.000	000	40.00
11/28/2017	AP	69012	STATE OF MICHIGAN	NEW AND RENEWAL CPL'S OCT 2017	228.016	000	3,046.00

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Fund: 701 GENERAL AGENCY							
11/28/2017	AP	69014	STATE OF MICHIGAN DHHS	RESTITUTION	271.000	000	200.00
11/28/2017	AP	69022	VANESSA SMITH	FOC PERF BOND PARTIAL REFUND	265.000	000	300.00
11/28/2017	AP	69024	WALMART	MCCLURE RESTITUTION	271.000	000	25.00
Total for fund 701 GENERAL AGENCY							11,220.06
Fund: 704 PAYROLL IMPREST FUND							
11/28/2017	AP	68919	AMERICAN FIDELITY ASSURANCE COMPANY	NOVEMBER 2017 CANCER/LIFE/DISABILITY	231.285	000	433.44
Total for fund 704 PAYROLL IMPREST FUND							433.44
TOTAL - ALL FUNDS							230,853.01

**-INDICATES CHECK DISTRIBUTED TO MORE THAN ONE FUND

#-INDICATES CHECK DISTRIBUTED TO MORE THAN ONE DEPARTMENT

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11/28/2017	AP	1727(E)	CONSUMERS ENERGY	PARKS/REC	208-751-930.620	163.74
		1727(E)		PARKS/REC	208-752-930.620	403.76
		1727(E)		ACCT#100070199300 (621 GARFIELD)	226-528-930.620-PROG000000	25.69
		1727(E)		ACCT#100000163053	637-265-930.620-CRTHS00000	2,997.46
		1727(E)		ACCT#100000163053 & 103015852710	637-265-930.620-INFO CTR00	36.09
						3,626.74
11/28/2017	AP	1728(E)	DTE ENERGY	ACCT# 910022275911 AIRPORT	281-537-930.610	31.50
11/28/2017	AP	1729(A)	GARY GELOW	DECEMBER 2017 CAA CONTRACT PAYMENT	101-131-801.021	12,180.68
11/28/2017	AP	1730(A)	GAYLORD ARFF INC	AIRPORT DECEMBER BILLING	281-537-940.010	11,519.40
11/28/2017	AP	68918	ALPINE ANIMAL HOSPITAL	OCTOBER 2017	212-430-930.471	118.00
		68918		OCTOBER 2017	212-430-930.980	603.00
						721.00
11/28/2017	AP	68919	AMERICAN FIDELITY ASSURANCE COMPANY	NOVEMBER 2017 CANCER/LIFE/DISABILITY	704-000-231.285	433.44
11/28/2017	AP	68920	AUTOMATED BUSINESS EQUIPMENT	1117 ANNUAL SERVICE CONT FOR STUFFER	101-257-920.400	750.00
11/28/2017	AP	68921	BC PIZZA	WORK CAMP PIZZA	205-301-930.700	39.46
11/28/2017	AP	68922	BEVERLY ENTERPRISES	P V EVANS	701-000-271.000	25.00
11/28/2017	AP	68923	BILL MARSH FORD GAYLORD	SO#900319 CUST.#B15369-G	101-301-726.050	36.96
		68923		VEH #694 LOF	101-301-920.400	845.79
						882.75
11/28/2017	AP	68924	BONNY MILLER	PER DIEM, TRAVEL NOVEMBER	208-752-703.040	50.00
		68924		PER DIEM, TRAVEL NOVEMBER	208-752-930.500	20.00
						70.00
11/28/2017	AP	68925	BOYNE AREA GYMNASTICS	CASE#7707046 (GYMNASTICS ENROLLMENT)	701-000-230.000	107.00
11/28/2017	AP	68926	BROWNELLS INC	SUPPLIES- GLOCK SPRINGS, EXTRACTORS, PLUNGER SPRINGS, PAF101-301-726.000		29.44
		68926		SUPPLIES- GLOCK SPRINGS, EXTRACTORS, PLUNGER SPRINGS, PAF101-302-726.000		11.03
		68926		SUPPLIES- GLOCK SPRINGS, EXTRACTORS, PLUNGER SPRINGS, PAF101-334-726.000		3.67
		68926		SUPPLIES- GLOCK SPRINGS, EXTRACTORS, PLUNGER SPRINGS, PAF101-351-726.000		33.12
		68926		SUPPLIES- GLOCK SPRINGS, EXTRACTORS, PLUNGER SPRINGS, PAF205-301-726.000		7.35
						84.61
11/28/2017	AP	68927	BRUCE TILLINGER	SERVICES 11/02/17 THRU 11/16/17	249-371-801.027	1,550.00
11/28/2017	AP	68928	BUILDERS FIRST SOURCE	AIRPORT MULTIPLE INVOICES	281-537-920.400	280.90

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11/28/2017	AP	68929	C2AE	INV#65202 (TRAILHEAD) INV#65209 (BOILER)	499-901-970.300-BOILER____	1,590.00
		68929		INV#65202 (TRAILHEAD) INV#65209 (BOILER)	499-901-970.300-TRAIL____	392.12
						1,982.12
11/28/2017	AP	68930	CATHOLIC HUMAN SERVICES	TRAINING - L. MATHIAS, S. FIEL, D. MUNGER	290-670-704.400	120.00
11/28/2017	AP	68931	CCP INDUSTRIES INC	IN01990608 SHOP TOWELS	588-699-726.050	215.85
11/28/2017	AP	68932	CDW GOVERNMENT INC	ADMIN PRINTER REPLACEMENT	101-131-726.000	413.81
		68932		LEXMARK SUPPLIES 500Z IMAGING - QUOTE: JKBD643	645-201-726.000	43.59
						457.40
11/28/2017	AP	68933	CENTURY LINK	ACCT#300451601 ELMIRA TWP FIRE DEPT	261-427-930.210	56.74
11/28/2017	AP	68934	CENTURYLINK	INV#1424279091	261-427-930.210	132.02
11/28/2017	AP	68935	CHARTER COMMUNICATIONS	PHONE AND INTERNET	208-751-930.210	49.98
11/28/2017	AP	68936	CITIZENS INSURANCE	MOSHER RESTITUTION	701-000-271.000	40.00
11/28/2017	AP	68937	CITY OF GAYLORD	001254-0000-02 NOVEMBER	588-697-920.200	72.32
11/28/2017	AP	68938	CONNIE MURPHY	NOV. 2017	290-670-703.040	50.00
		68938		NOV. 2017	290-670-930.500	27.00
						77.00
11/28/2017	AP	68939	CROSSROADS INDUSTRIES	RESITUTION	701-000-271.000	100.00
11/28/2017	AP	68940	CRUISERS	INV#37638 CUST. ID# OTSE01	266-901-970.420	12,071.00
11/28/2017	AP	68941	CUMMINGS, MCCLOREY, DAVIS & ACHO P	INV#242597 FILE#36631	260-270-801.020	7,517.50
11/28/2017	AP	68942	DARNELL RACING ENTERPRISES INC	2018 AIRSHOW FLASH FIRE TRUCK DEPOSIT	282-000-123.000	2,625.00
11/28/2017	AP	68943	DAVE BARAGREY	PER DIEM, TRAVEL NOVEMBER	208-752-703.040	50.00
		68943		PER DIEM, TRAVEL NOVEMBER	208-752-930.500	1.60
						51.60
11/28/2017	AP	68944	DE LAGE LANDEN PUBLIC FINANCE	INV#56847949	101-257-920.410	178.12
		68944		INV#56777759	101-267-920.410	98.90
		68944		INV#56777759	101-267-930.983	15.22
		68944		INV#56777759	101-864-920.410	595.78
		68944		INV#56777759	212-430-920.410	141.55
		68944		INV#56777759	249-371-920.410	100.42
						1,129.99

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11/28/2017	AP	68945	DENISE SOCIA	BUNING RESTITUTION	701-000-271.000	20.00
11/28/2017	AP	68946	DEREK BABBITT	CONTINUING ED 10-12-17	101-257-704.400	10.00
11/28/2017	AP	68947	DOUG KASSUBA	INSTALLATION OF 2ND CAT6 CABLE IN PUBLIC VIEWING LOCATION	249-371-920.410	150.00
11/28/2017	AP	68948	DOZER CONSTRUCTION	AIRPORT PREP AND PAVING INV # 1138	481-901-970.300	6,300.00
11/28/2017	AP	68949	DUNNS	864360;865190;865661;865685;865998	101-215-726.000	76.00
		68949		2017 1117 DUNNS NOV STMT	101-257-726.000	109.78
		68949		864360;865190;865661;865685;865998	101-262-726.000	642.57
		68949		864360;865190;865661;865685;865998	256-215-726.000	540.81
		68949		AIRPORT INV # 864793-0 CHAIR	281-537-726.000	239.39
		68949		8664120 OCTOBER COPIES	588-697-726.000	270.33
						1,878.88
11/28/2017	AP	68950	EMMET COUNTY DPW	INV#1031171 (OCTOBER 2017)	226-528-940.010-PROG000000	26,932.84
11/28/2017	AP	68951	ESPAR OF MICHIGAN	00029013 STOCK	588-699-726.050	769.68
11/28/2017	AP	68952	FAMILY FARM AND HOME	1691/15 TRAIL CAMERAS	208-751-726.050	210.00
11/28/2017	AP	68953	FARM BUREAU INSURANCE	2 @ \$40 EA RESTITUTION	701-000-271.000	80.00
11/28/2017	AP	68954	FEENY	5223917 OCCOA VAN #40	588-699-726.051	105.44
11/28/2017	AP	68955	FRONTIER	PHONE BILL	209-751-930.210	94.65
11/28/2017	AP	68956	GALLS INC AN ARAMARK CO	008614205	212-430-726.046	34.93
11/28/2017	AP	68957	GASLIGHT MEDIA	INV#55459	101-228-930.240	50.00
11/28/2017	AP	68958	GAYLORD VETERINARY SERVICES	OCTOBER 2017	212-430-930.471	1,311.45
		68958		OCTOBER 2017	212-430-930.980	490.00
		68958		OCTOBER 2017	212-430-930.981	80.00
						1,881.45
11/28/2017	AP	68959	GILL ROYS HARDWARE	AIRPORT MULTIPLE INVOICES	281-537-930.620	263.84
11/28/2017	AP	68960	GREAT LAKES COCA-COLA DIST LLC	2017 AIRSHOW SODA WATER	282-537-940.010	3,396.12
11/28/2017	AP	68961	IMAGE FACTORY INC	BUILDING APPROVED LABELS	249-371-726.000	78.00
11/28/2017	AP	68962	IMPREST CASH-ANIMAL CONTROL	BRIDGE FARE	212-430-930.500	8.00
11/28/2017	AP	68963	INTEGRITY CONSTRUCTION SERVICES LLC	PROJECT#2517	472-901-970.300	91,492.61
11/28/2017	AP	68964	JANET ASTRID FLINT	CANVASS 11-7-17 ELECTION	101-262-703.040	50.00

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		68964		CANVASS 11-7-17 ELECTION	101-262-930.500	0.50
						<u>50.50</u>
11/28/2017	AP	68965	JIM'S ALPINE AUTOMOTIVE	5150 OCBS	588-699-726.050	171.17
		68965		5150 OCBS	588-699-726.051	62.28
						<u>233.45</u>
11/28/2017	AP	68966	JOHNSON OIL COMPANY	GASOLINE	209-751-930.660	41.40
		68966		AIRPORT DIESEL FUEL INV # 965	281-537-930.662	518.78
						<u>560.18</u>
11/28/2017	AP	68967	JOY BRECKOW	SHOP WITH A COP	701-000-230.000	939.06
11/28/2017	AP	68968	JUDITH JARECKI	PER DIEM, TRAVEL NOVEMBER	208-752-703.040	50.00
		68968		PER DIEM, TRAVEL NOVEMBER	208-752-930.500	16.00
						<u>66.00</u>
11/28/2017	AP	68969	JUSTIN WING	PER DIEM, TRAVEL NOVEMBER	208-752-703.040	50.00
		68969		PER DIEM, TRAVEL NOVEMBER	208-752-930.500	8.55
						<u>58.55</u>
11/28/2017	AP	68970	KCC UNIVERSITY CENTER GAYLORD	1117 CLASSROOM ETC RENTAL & CATERING 6 HR RENEWAL 9/29	101-257-642.020-TRAIN00000	808.60
11/28/2017	AP	68971	KELLI PARKER	PER DIEM, TRAVEL NOVEMBER	208-752-703.040	50.00
		68971		PER DIEM, TRAVEL NOVEMBER	208-752-930.500	2.50
						<u>52.50</u>
11/28/2017	AP	68972	LARRY A CORELL	CANVASS 11-7-17 ELECTION	101-262-703.040	50.00
		68972		CANVASS 11-7-17 ELECTION	101-262-930.500	12.50
						<u>62.50</u>
11/28/2017	AP	68973	LARRY KENT	SERVICES 11/14/17 THRU 11/21/17	249-371-801.024	730.00
11/28/2017	AP	68974	LARRYS LANDSCAPING	2017032	208-751-920.200	200.00
11/28/2017	AP	68975	LIFELOC TECHNOLOGIES INC	BREATH TEST MOUTHPIECES	101-131-726.000	70.00
11/28/2017	AP	68976	LOWES	RESTITUTION	701-000-271.000	50.00
11/28/2017	AP	68977	LOWES	SUPPLIES	208-901-970.300	62.94
		68977		SUPPLIES	209-751-726.050	169.01
						<u>231.95</u>
11/28/2017	AP	68978	M&M EXCAVATING	RESTITUTION 3 PYMT'S @ \$200 EA	701-000-271.000	600.00

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Check Date	Bank	Check #	Payee	Description	GL #	Amount
11/28/2017	AP	68979	MAKE IT MINE DESIGN	EMBROIDERY SERVICES- K. KILLINGBECK	101-301-726.046	17.50
11/28/2017	AP	68980	MATTHEW GREEN	RESTITUTION	701-000-271.000	50.00
11/28/2017	AP	68981	MELANIE YOUNGS	NOV. 2017	290-670-930.500	30.00
11/28/2017	AP	68982	MEYER ACE	22972 SHOP SUPPLIES	588-699-726.050	109.88
11/28/2017	AP	68983	MICHIGAN DEPARTMENT OF TREASURY	1120 CERTIFICATION RENEWAL FOR MREETZ & DBABBITT	101-257-930.600	225.00
11/28/2017	AP	68984	MICHIGAN DEPT OF LICENSE & REG	INV#BLR409506 (BOILER)	499-901-970.300-BOILER____	490.00
11/28/2017	AP	68985	MICHIGAN STATE POLICE BFS-CASHIERS	OCT 2017 SOR FEES	701-000-228.018	90.00
11/28/2017	AP	68986	MID NORTH PRINTING INC	85610	212-430-930.400	97.80
11/28/2017	AP	68987	MID STATES BOLT & SCREW CO	31166706 SHOP SUPPLIES	588-699-726.050	148.24
11/28/2017	AP	68988	MIDWEST VETERINARY SUPPLY, INC.	8630193	212-430-726.035	970.35
11/28/2017	AP	68989	NORTH POINTE PLUMBING & HEATING	211198	212-430-726.050	175.00
11/28/2017	AP	68990	NORTHERN MICHIGAN REVIEW	1117 FINAL AMT FROM PREVIOUS BILLING	101-257-930.450	5.66
11/28/2017	AP	68991	OMS COMPLIANCE SERVICES INC	89209 PRE-EMPLOYMENT DRUG TEST	588-699-930.600	79.50
11/28/2017	AP	68992	OTSEGO COUNTY	BDA P V SIDES	701-000-265.000	500.00
11/28/2017	AP	68993	OTSEGO COUNTY COMMISSION ON AGING	TRANSPORTATION AND ADS FOR WALING GROUP	208-901-970.300	138.00
11/28/2017	AP	68994	OTSEGO COUNTY FRIEND OF COURT	FOC PERF BONDS	701-000-265.000	2,858.00
11/28/2017	AP	68995	PITNEY BOWES	LEASE INVOICE #3304790824	249-371-920.410	93.57
11/28/2017	AP	68996	PIW CORPORATION	12094 BUS #27	588-699-726.050	200.00
		68996		12094 BUS #27	588-699-920.400	60.00
						260.00
11/28/2017	AP	68997	PREMIER MARKETING INC	2018 GAYLORD CARICATURE MAP-PARTICIPATION FEE	209-751-930.300	295.00
11/28/2017	AP	68998	PRO-BUILD	BOARDS 60337780	208-751-726.050	333.60
11/28/2017	AP	68999	RANDY STULTS	PER DIEM, TRAVEL NOVEMBER MEETING	208-752-703.040	50.00
		68999		PER DIEM, TRAVEL NOVEMBER MEETING	208-752-930.500	10.60
						60.60
11/28/2017	AP	69000	ROYAL TRUCK & TRAILER SALES INC	0505P5752 BUS #8	588-699-726.050	13.71
11/28/2017	AP	69001	RR DONNELLEY	VITAL RECORD SAFETY PAPER	101-215-726.000	102.00

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11/28/2017	AP	69002	SAGASSER & ASSOCIATES INC	I-101701-1 ASSESSMENT ON PARCELS	208-901-970.300	1,436.78
11/28/2017	AP	69003	SAM CANDELA	CANVASS 11-7-17 ELECTION	101-262-703.040	50.00
		69003		CANVASS 11-7-17 ELECTION	101-262-930.500	4.00
						54.00
11/28/2017	AP	69004	SANE	RESTITUTION	701-000-271.000	150.00
11/28/2017	AP	69005	SARAH BYRLEY	RESTITUTION	701-000-271.000	2,000.00
11/28/2017	AP	69006	SCHOPP VETERINARY SERVICES	NOV 13 2017	212-430-930.471	140.56
		69006		NOV 13 2017	212-430-930.980	725.00
						865.56
11/28/2017	AP	69007	SCOTT COURTERIER	PER DIEM, TRAVEL NOVEMBER	208-752-703.040	50.00
		69007		PER DIEM, TRAVEL NOVEMBER	208-752-930.500	8.50
						58.50
11/28/2017	AP	69008	SCRUBS-R-US	RESTITUTION	701-000-271.000	40.00
11/28/2017	AP	69009	SHERRY S HUFF	NOV. 2017	290-670-703.040	50.00
		69009		NOV. 2017	290-670-930.500	49.00
						99.00
11/28/2017	AP	69010	STANDARD ELECTRIC COMPANY	AIRPORT INVOICES# 634-515-814	281-537-920.400	362.60
11/28/2017	AP	69011	STAPLES BUSINESS ADVANTAGE	INV#3358729593	645-172-726.000	58.98
11/28/2017	AP	69012	STATE OF MICHIGAN	NEW AND RENEWAL CPL'S OCT 2017	701-000-228.016	3,046.00
11/28/2017	AP	69013	STATE OF MICHIGAN	INV#18-000040 ACCT#XX-OTSEGO-CO-911	261-901-970.435	1,000.00
11/28/2017	AP	69014	STATE OF MICHIGAN DHHS	RESTITUTION	701-000-271.000	200.00
11/28/2017	AP	69015	TELE-RAD	INV#882324	261-427-726.050	5,491.65
		69015		INV#882046 & INV.#881935	261-901-970.435	1,831.18
						7,322.83
11/28/2017	AP	69016	TENURGY, LLC	INV#OTCO-100	212-430-930.610	504.74
		69016		INV#OTCO-100	281-537-930.610	1,213.76
		69016		INV#OTCO-100	281-537-930.620	14.71
						1,733.21
11/28/2017	AP	69017	TIMOTHY MCPHERSON	MOTORCYCLE REIMBURSEMENTS, 2 TRAILER TIRES/LABOR, BIKE TI	101-332-940.010-DONAT00000	139.54

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11/28/2017	AP	69018	TITLE CHECK LLC	PARCEL ADMIN FEES 2015 TX YR NOVEMBER INSTALLMENT	516-253-920.410	1,927.83
11/28/2017	AP	69019	TOPCOMP COMPUTER SOFTWARE SERVICES	1117 TOPCOMP OCT 2017	618-447-920.410	1,200.00
11/28/2017	AP	69020	TREDROC TIRE SERVICES LLC	7580003213 STOCK & BUS #24	588-699-726.052	2,964.03
		69020		7580003213 STOCK & BUS #24	588-699-920.400	240.00
						3,204.03
11/28/2017	AP	69021	UNDERGROUND SECURITY COMPANY	STORAGE OF SECURITY RECORDS FROM 10/1/17-9/30/18	516-253-920.410	313.90
11/28/2017	AP	69022	VANESSA SMITH	FOC PERF BOND PARTIAL REFUND	701-000-265.000	300.00
11/28/2017	AP	69023	VERIZON WIRELESS	ACCT#342115252-00001 INV#9796025393	261-427-930.210	217.44
11/28/2017	AP	69024	WALMART	MCCLURE RESTITUTION	701-000-271.000	25.00
11/28/2017	AP	69025	WILLIAM HOLEWINSKI	PER DIEM, TRAVEL NOVEMBER MEETING	208-752-703.040	50.00
		69025		PER DIEM, TRAVEL NOVEMBER MEETING	208-752-930.500	3.00
						53.00
11/28/2017	AP	69026	WILLIAM LIGHT	CANVASS 11-7-17 ELECTION	101-262-703.040	50.00
		69026		CANVASS 11-7-17 ELECTION	101-262-930.500	15.00
						65.00
11/28/2017	AP	69027	WINN TELECOM	989-705-1786 NOVEMBER	588-697-930.210	258.86
11/28/2017	AP	69028	WINN TELECOM	ACCT#9897326108	261-427-930.210	63.34
11/28/2017	AP	69029	ZAREMBA EQUIPMENT INC	S 109777 BUS #8	588-699-726.050	43.47
				TOTAL - ALL FUNDS	TOTAL OF 116 CHECKS	230,853.01