



Otsego County Board of Commissioners

225 West Main Street • Gaylord, Michigan 49735

989-731-7520 • Fax 989-731-7529

NOTICE OF MEETING

The Otsego County Board of Commissioners will hold a regular meeting on Tuesday, December 18, 2018 beginning at 9:30 a.m., in Room 100 of 225 West Main, Gaylord, Michigan 49735.

AGENDA

Call to Order

Invocation

Pledge of Allegiance

Roll Call

Consent Agenda

- A. Regular Minutes of November 27, 2018 w/attachments - Motion to Approve
- B. 2019 Holiday Schedule - With Correction - Motion to Approve
- C. Commission on Aging Board Reappointment - (Mertz) - Motion to Approve length
- D. Budget Amendment Authority 2018
- E. Remonumentation Appointment (Fullford) - Motion to Approve
- F. North Country Community Mental Health Lease Agreement - Motion to Approve

Special Presentations

- A. Mid-Michigan Medical Examiners Group (MMME) - Lisa Kaspriak
- B. MMME Contract for Services
- C. Appoint Medical Examiner - Dr. McNamara 1/1/19 - 2/28/19
- D. Appoint Medical Examiner - Dr. Wagner 3/1/19 - 12/31/19 and 1/1/20 - 12/31/23

Truth in Taxation Hearing

Committee Reports

- A. Budget and Finance Committee Recommendations
 1. OCR 18-30 - 2019 Budget and General Appropriations Act
 2. Budget Amendment - Sheriff's Work Camp
 3. Budget Amendment - Professional Services
 4. Bid Award - Alpine Center Office Space - Carpeting
 5. Bid Award - Alpine Center Office Space - Painting

Administrator's Report

Department Head Reports

- A. Otsego County Treasurer - Diann Axford

City Liaison, Township & Village Representatives

Correspondence

New Business

- A. Financials
 1. December 4, 2018 Warrant
 2. December 11, 2018 Warrant
 3. December 18, 2018 Warrant
- B. Other Business
 1. Otsego County Road Commission Board Appointment 2-year term - (James Camiller, CPA) Motion to Approve
 2. Otsego County Road Commission Board Appointment 4-year term - (Kathy Heinz, CPA) Motion to Approve

Public Comment

Board Remarks, Announcements, and Informal Discussions

Closed Session

Adjournment

**OTSEGO COUNTY
Board of Commissioners**



EXECUTIVE SUMMARY

AGENDA ITEM: Regular Minutes of November 27, 2018 with attachments	AGENDA DATE: December 18, 2018
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 27, 2018 with attachments.

November 27, 2018

The regular meeting of the Otsego County Board of Commissioners was held at the Alpine Center at 800 Livingston Blvd, Multipurpose Room, Gaylord, Michigan. The meeting was called to order at 9:30 a.m. by Chairman Ken Borton. Invocation by Commissioner Ken Glasser, followed by the Pledge of Allegiance led by Mayor John Jenkins.

Roll Call:

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

Excused: Paul Beachnau.

Commissioner Duane Switalski requested item D on the consent agenda be removed and placed under new business as item B.

Consent Agenda:

Motion by Commissioner Doug Johnson, seconded by Commissioner Julie Powers, to approve the Regular minutes of November 13, 2018 with attachments. Ayes: Unanimous. Motion carried.

Motion by Commissioner Doug Johnson, seconded by Commissioner Julie Powers, to approve the 2019 Board of Commissioners meeting schedule. Ayes: Unanimous. Motion carried. (see attached)

Motion by Commissioner Doug Johnson, seconded by Commissioner Julie Powers, to approve the 2019 Holiday Schedule. Ayes: Unanimous. Motion carried. (see attached)

Motion by Commissioner Doug Johnson, seconded by Commissioner Julie Powers, to approve Otsego County 6-year Capital Improvement Plan. Ayes: Unanimous. Motion carried. (see attached)

Public hearing to convert the Board of Otsego County Road Commission from a 3-member elected board to a 5-member board opened at 9:33 a.m.

Public hearing to convert the Board of Otsego County Road Commission from a 3-member elected board to a 5-member board closed at 10:30 a.m.

Motion by Commissioner Ken Glasser, seconded by Commissioner Julie Powers, to approve changing the Board of Otsego County Road Commissioners from a 3-member election Board to a 5-member Board, with the two additional Board members to be appointed by the Otsego County Board of Commissioners, as allowed under Section 6 of Chapter IV of 1909 PA 283, MCL 225.6. One appointed position will be a 2-year term, 1/1/19-12/31/20; the seconded appointed

position will be a 4-year term, 1/1/19-12/31/22. Ayes: Julie Powers, Paul Liss, Rob Pallarito, Ken Glasser, Doug Johnson, Ken Borton, Bruce Brown. Nays: Duane Switalski. Motion carried.

Motion by Commissioner Ken Glasser, seconded by Commissioner Rob Pallarito, to approve OCR 18-28, changing the method of selecting County Road Commissioners to the Otsego County Board of Road Commissioners from an elected board to an appointed five (5) member board effective immediately, and the Otsego County Road Commissioners who were elected in the 2014, 2016, and 2018 general elections with terms expiring December 31, 2020, 2022, and 2024, respectively, will be replaced by appointment of the Otsego County Board of Commissioners at the expiration of their term. Motion was amended by Commissioner Ken Glasser to change the word *selection* to *selecting* in paragraph 4 on page 1 and on page 2 add the language, *and December 31, 2022 respectively; and further on paragraph 4.*

Roll Call Vote:

Ayes: Julie Powers, Rob Pallarito, Ken Glasser, Doug Johnson, Ken Borton.

Nays: Paul Liss, Duane Switalski, Bruce Brown.

Excused: Paul Beachnau.

Motion carried/Resolution adopted. (see attached)

Department Head Reports: None.

Committee Report:

Motion by Commissioner Rob Pallarito, seconded by Commissioner Duane Switalski, to approve rezoning 6 subdivisions located in Bagley and Otsego Lake Townships to R3 Residential Estates, as follows:

Bagley Township- Gaylord Mobile Home Estates
Hidden Pine Mobile Estates
Maple Grove Estates 1 and 2
Parkwood Subdivision

Otsego Lake Township- Arbutus Beach Highlands 1-4 subdivision, and to amend Section 21.22.6 of the County Zoning Ordinance to read "Units manufactured shall have a Title date not to exceed fifteen (15) years from the zoning application date," and to remove the language "Units manufactured prior to 1976 (title date) shall not be installed." Ayes: Unanimous. Motion carried. (see attached)

Motion by Commissioner Rob Pallarito, seconded by Commissioner Ken Glasser, to approve Planning Commission cases PZR218-004, 005, and 006 for the rezoning of 3 parcels in Hayes Township from B1 Local Business to B2 General Business and to include a letter between the applicant and Hayes Township dated 10/10/18 for listed Land Use restrictions to be recorded at the Otsego County Register of Deeds Office. Ayes: Julie Powers, Paul Liss, Duane Switalski, Rob Pallarito, Ken Glasser, Ken Borton, Bruce Brown. Abstain: Doug Johnson. Motion carried. (see attached)

Motion by Commissioner Rob Pallarito, seconded by Commissioner Duane Switalski, to approve Planning Commission case PZRZ18-001, for the rezoning of 1 parcel in Charlton Township from FR-Forestry Recreation to AR-Agricultural Resource. Ayes: Unanimous. Motion carried. (see attached)

Administrator's Report:

Rachel Frisch reminded the Board the next Commissioner's meeting is December 18, 2018 at 9:30 a.m.; 2019 proposed budget thoroughly reviewed and to be presented at the December 18th meeting; downtown organized Christmas lighting event is Saturday, December 1, 2018 at 5:30 p.m.; the information center building has been removed.

City Liaison, Township and Village Representative:

Commissioner Julie Powers reported on the City council meeting, City voted to opt out of recreational marijuana.

Correspondence: None.

New Business:

Motion by Commissioner Julie Powers, seconded by Commissioner Rob Pallarito, to approve the November 20, 2018 Warrant in the amount of \$178,533.53. Ayes: Unanimous. Motion carried.

Motion by Commissioner Paul Liss, seconded by Commissioner Doug Johnson, to approve the November 27, 2018 Warrant in the amount of \$127,906.55. Ayes: Unanimous. Motion carried.

Motion by Commissioner Ken Glasser, seconded by Commissioner Doug Johnson, to approve Resolution OCR-18-29 Opposing the proposed MOA that would affect the airspace surrounding the Gaylord Regional Airport.

Roll Call Vote:

Ayes: Julie Powers, Paul Liss, Rob Pallarito, Ken Glasser, Doug Johnson, Ken Borton, Bruce Brown.

Nays: Duane Switalski.

Excused: Paul Beachnau.

Motion carried/Resolution adopted. (see attached)

Chairman Ken Borton opened up the meeting for public comment.

Board Remarks:

Commissioner Rob Pallarito had no report.

Commissioner Ken Glasser commented on exclusionary zoning.

Commissioner Bruce Brown had no report.

Commissioner Paul Liss had no report.

Commissioner Doug Johnson had no report.

Commissioner Julie Powers had no report.

Commissioner Duane Switalski had no report.

Commissioner Ken Borton will be attending the MAC board meeting in Lansing, approving bylaws.

Meeting adjourned at 11:45 a.m.

Kenneth C. Borton, Chairman

Susan I. DeFeyter, Otsego County Clerk



**2019
BOARD OF COMMISSIONERS
MEETING SCHEDULE**

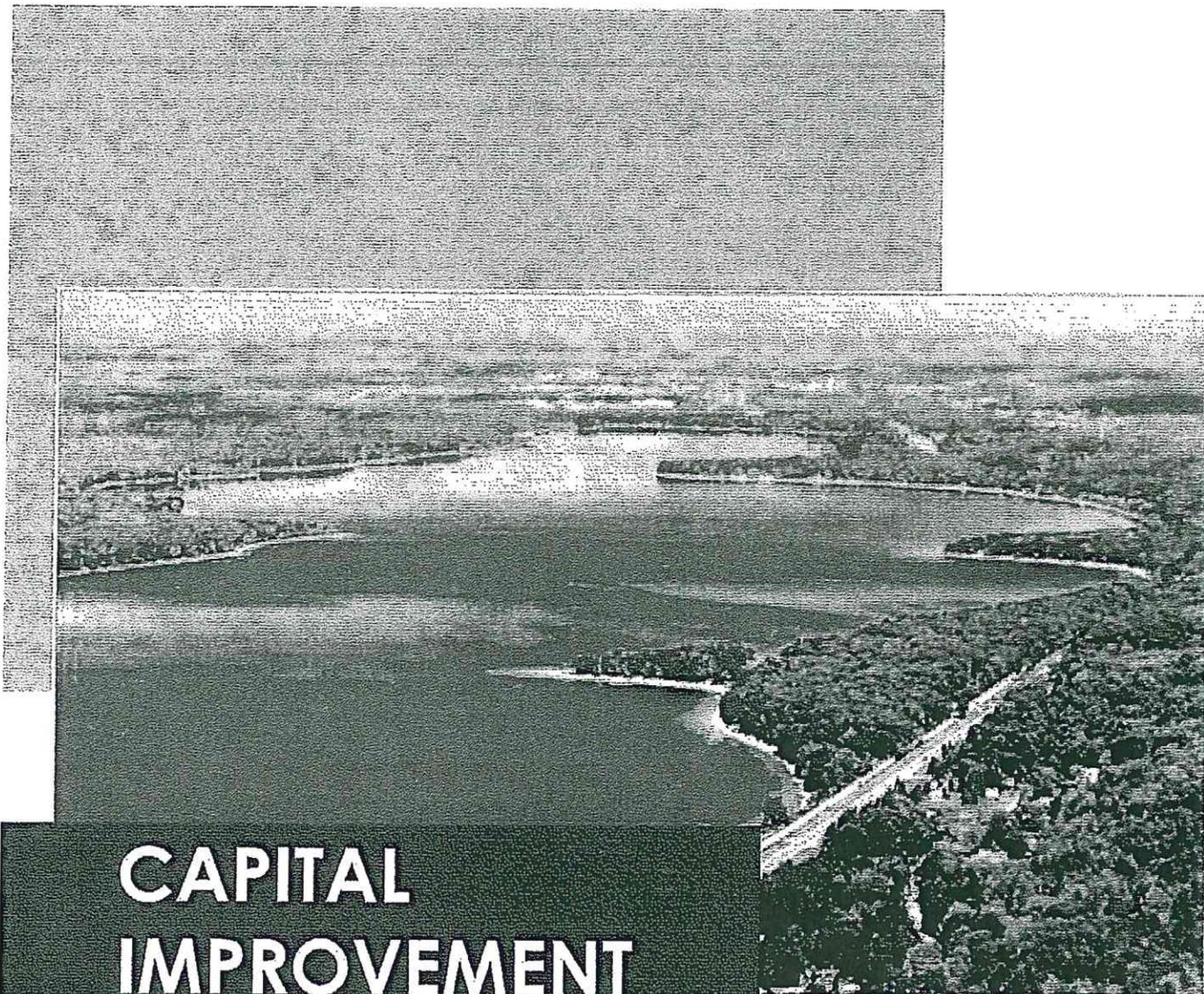
**Second and fourth Tuesdays of each month
*(unless noted), beginning at 9:30 a.m., in Room #100,
Otsego County Building, 225 West Main Street**

January 2* *(Organizational Meeting)*
January 8
January 22
February 12
February 26
March 12
March 28* *(4th Thursday due to MAC Legislative Conference)*
April 9
April 23
May 14
May 28
June 11
June 25
July 9
July 23
August 13
August 27
September 10
September 24
October 8
October 22
November 12
November 26
December 17* *(one meeting held this month)*



2019 Holiday Schedule

Tuesday, January 1 st	New Year's Day
Monday, February 18 th	Presidents' Day
Friday, April 19 th	Good Friday
Monday, May 27 th	Memorial Day
Thursday, July 4 th	Independence Day
Monday, September 2 nd	Labor Day
Monday, November 11 th (observed)	Veterans' Day
Thursday, November 28 th	Thanksgiving Day
Friday, November 29 th	Friday after Thanksgiving
Tuesday, December 24 th	Christmas Eve
Wednesday, December 25 th	Christmas Day
Tuesday, December 31 st	New Year's Eve
Wednesday, January 1 st (2020)	New Year's Day



**CAPITAL
IMPROVEMENT
PLAN
2019-2024**

OTSEGO COUNTY, MICHIGAN

Approved by the Planning Commission on 10/15/2018
Adopted by the Board of Commissioners on XXXX



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INTRODUCTION

MICHIGAN PLANNING ENABLING ACT

The Michigan Planning Enabling Act requires local municipalities that have adopted a master plan to annually prepare a capital improvements program. This language is contained in Article IV, Section 65, subparts (1) and (2), which reads:

- (1) To further the desirable future development of the local unit of government under the master plan, a planning commission, after adoption of a master plan, shall annually prepare a capital improvements program of public structures and improvements, unless the planning commission is exempted from this requirement by charter or otherwise. If the planning commission is exempted, the legislative body either shall prepare and adopt a capital improvements program, separate from or as a part of the annual budget, or shall delegate the preparation of the capital improvements program to the chief elected official or a nonelected administrative official, subject to final approval by the legislative body. The capital improvements program shall show those public structures and improvements, in the general order of their priority that in the commission's judgment will be needed or desirable and can be undertaken within the ensuing 6-year period. The capital improvements program shall be based upon the requirements of the local unit of government for all types of public structures and improvements. Consequently, each agency or department of the local unit of government with authority for public structures or improvements shall upon request furnish the planning commission with lists, plans, and estimates of time and cost of those public structures and improvements.
- (2) Any township may prepare and adopt a capital improvement program. However, subsection (1) is only mandatory for a township if the township, alone or jointly with 1 or more other local units of government, owns or operates a water supply or sewage disposal system.

CAPITAL IMPROVEMENTS

Capital Improvements are generally additions to the County's assets, including the construction or purchase of land, buildings or facilities or major renovations of the same, and are long lasting and involve a substantial investment. For purposes of this Capital Improvement Program (CIP), only the following type of projects that meet this definition of a capital improvement, are included in the program, such as:

- New and expanded physical facilities.
- The acquisition of land for a community facility.
- Major Renovation or replacement of existing facilities costing over \$200,000.

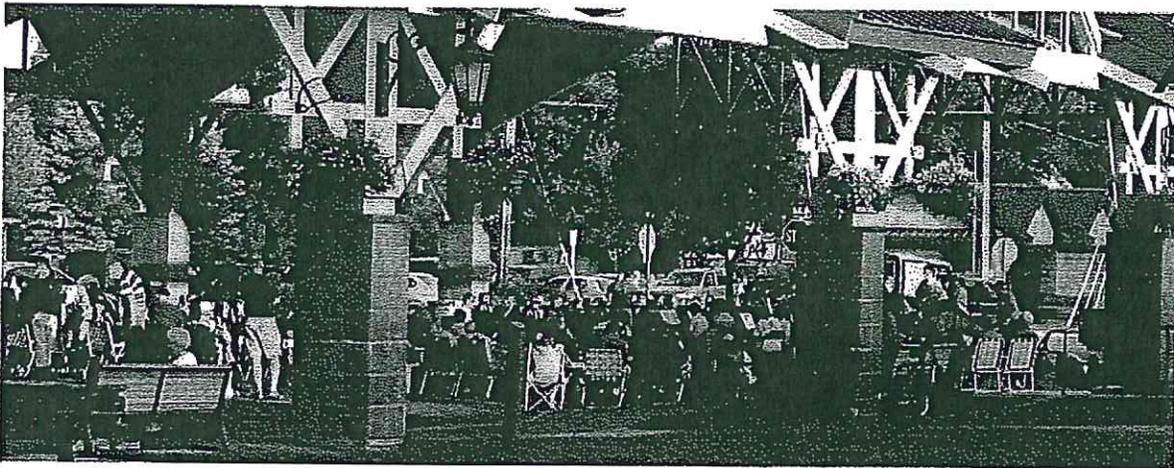
Inclusion of a project in this Plan fulfills the requirements of MCL 125.3861.



LIMITATION ON AUTHORITY

This CIP is not meant to appropriate the power of the Otsego County Board of Commissioners in their duty to regulate the expenditure of County funds, but merely to provide guidance and recommendations to projects that may have a long-term impact on the community. To that end, the following limitations on authority will be observed:

- A. The Otsego County Board, its departments, and agencies have every right and an obligation to make emergency repairs without prior comment from the Otsego County Planning Commission. Information on such emergency repairs, will however, be submitted as soon as practicable to the Chairperson of the Planning Commission.
- B. Grant Applications that are attempting to obtain funds for projects that would fall under the CIP guidelines will be presented to the Planning Commission as soon as practicable.



PROCEDURES

- A. The Capital Improvements Program Committee is charged with gathering project information for inclusion into the CIP. The Committee consists of the Chairperson of the Otsego County Planning Commission or his/her designee; the Otsego County Land Use Services Director; the Otsego County Planning/Zoning Director, the Otsego County Board Chairperson or his/her designee, an additional representative of the Otsego County Planning Commission; and the Otsego County Administrator. The Otsego County Planning/Zoning Director will act as the CIP Coordinator, with the responsibility of coordinating data gathering.
- B. The CIP Committee will create a draft CIP.
- C. The draft CIP will be sent to the Otsego County Planning Commission for comment/changes each year.
- D. The Planning Commission will conduct a public hearing on the draft CIP each year.
- E. Planning Commission will forward draft CIP, along with recommendation, to the Otsego County Board each year.
- F. Otsego County Board will adopt, modify, or reject with reasons, the CIP.
- G. The Capital Improvements Program Committee will annually update the CIP, and follow the above process.



PROJECT PRIORITIZING

Projects will be prioritized using the following categories:

A. Urgent (imperative, must do)

- Satisfies a legal obligation (legal mandate)
- Corrects a condition dangerous to public health or safety
- Alleviates an emergency service disruption or deficiency
- Prevents irreparable damage to a valuable public facility

B. Important (essential, should do)

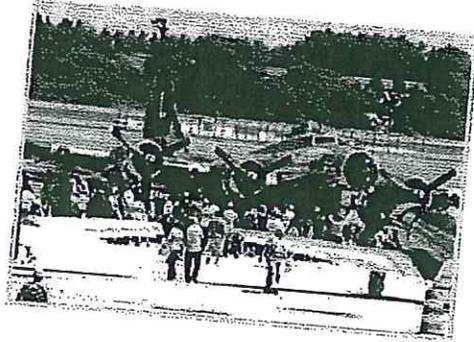
- Rehabilitates or replaces an obsolete public facility or attachment to the facility
- Stimulates economic growth and private capital investment
- Reduces future operating and maintenance costs
- Leverages available state or federal funds

C. Desirable (important, could do)

- Provides a new or expanded level of service
- Promotes intergovernmental cooperation
- Enhances cultural or natural resources

CAPITAL PROJECTS

GAYLORD REGIONAL AIRPORT BOX HANGAR



- Agency: Otsego County
- Project Type: New Construction
- Year(s) of Project: 2019-2020
- Project Description:
 - The project consists of construction of a new 60' x 60' box hangar large enough to allow for storage of a Caravan, King Air, or Citation II plane.
- Schedule: Design - Fall 2019, Construction - Fall 2020
- Estimated Cost: \$660,000.00
- Basis of Cost Estimate: Engineer Estimate
- Alternative Financing:
 - FAA Non-Primary Entitlement Grants (91% share): \$ 600,000
 - State Funds (4.5%): \$ 33,333
 - Local Funds; Airport Capital Projects Fund (4.5%): \$ 33,333
- Agency Reported Priority: Important
- Planning Commission Reported Priority: Important

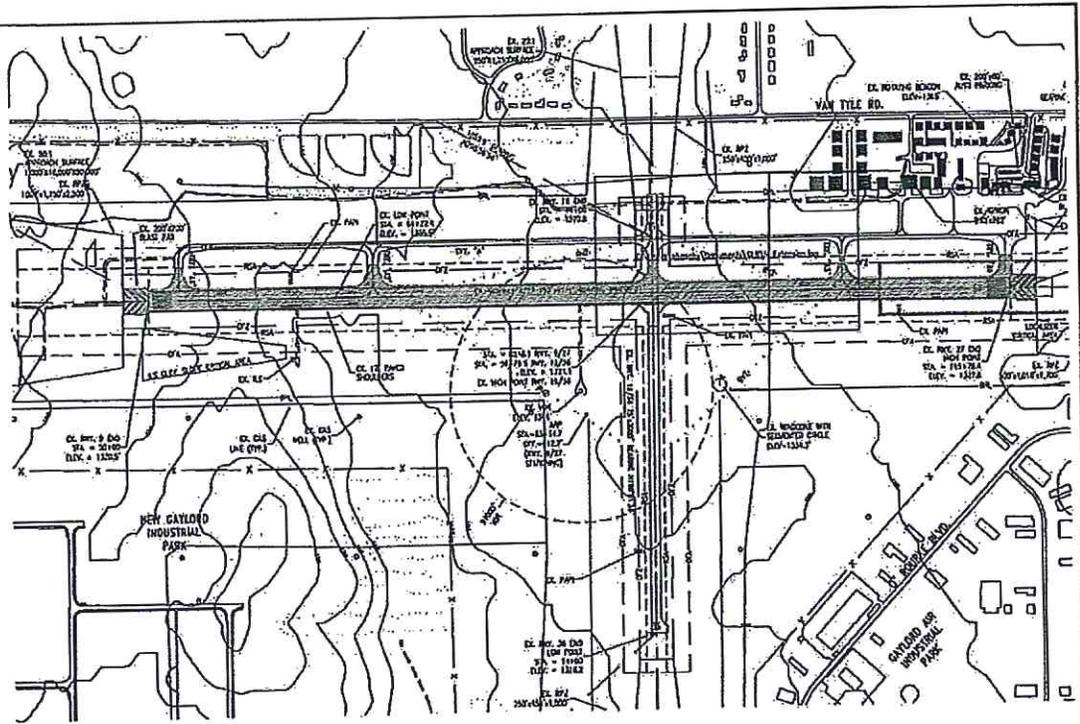
**GAYLORD REGIONAL AIRPORT
REHABILITATE RUNWAY 9-27**



- Agency: Otsego County
- Project Type: New Construction
- Year(s) of Project: 2023
- Project Description:
 - This project is to rehabilitate the bituminous pavement of Runway 9-27. The existing runway is 6,579' x 150'. The existing pavement was last rehabilitated in 2002 and will be 21 years old at the time of this project. According to the PCI data taken in 2015, the existing pavement was listed at 73. The reports indicate low to medium severity longitudinal/transverse cracking and low severity weathering, but no significant structural concerns. The PCI for Runway 9-27 is forecasted to be at 59 in 2023. The rehabilitation will consist of a 4-inch mill and fill with full depth crack repair. Also included in this project will be the rehabilitation of the shoulders, blast pads, and existing taxiway connectors from Runway 9-27 to the hold lines. A full airfield remarking is included.
- Schedule: TBD
- Estimated Cost: \$5,250,000.00
- Basis of Cost Estimate: Engineer Estimate
- Alternative Financing:
 - FAA Non-Primary Entitlement Grants (3.17% share): \$ 166,500
 - FAA Federal Apportionment (86.83% share): \$4,558,500
 - State Funds (5.0% share): \$ 262,500
 - Local Funds (5.0% share): \$ 262,500
- Agency Reported Priority: Important
- Planning Commission Reported Priority: Important

2018/20-2021 PLAN

2022/23-BUILDING 8-27 ROAD



Gaylord Regional Airport
Gaylord, MI

ACIP
2019-2023

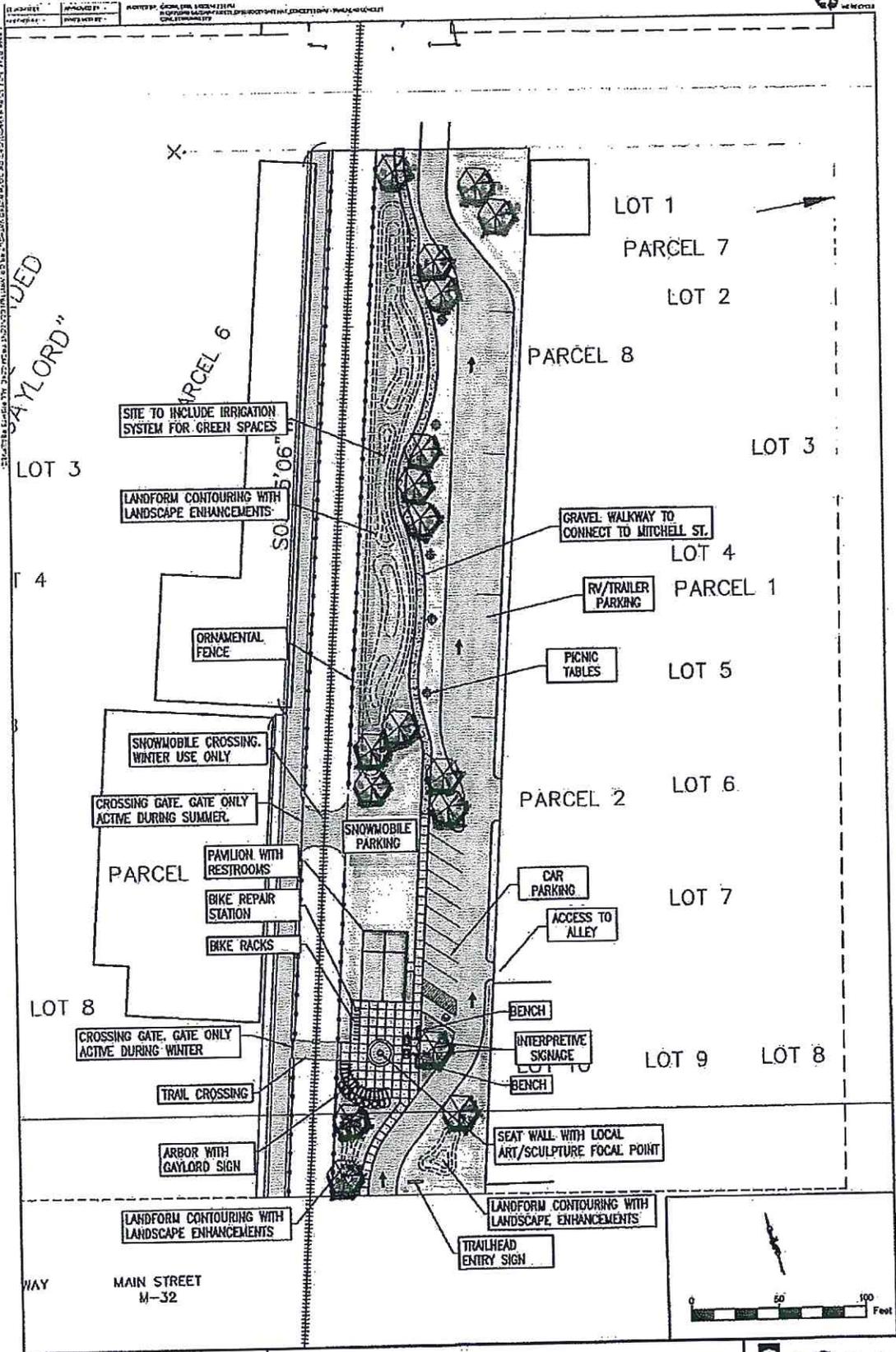
PREPARED BY: **Prein & Newhof**
Engineers & Surveyors/Environmental Laboratory
1210 AIRPORT ACCESS RD.
MUSKEGON, MI 49645 (231) 514-2300

Scale: 1" = 100' (Horizontal) 1" = 20' (Vertical)

IRON BELLE TRAIL DOWNTOWN GAYLORD TRAILHEAD



- Agency: Otsego County
- Project Type: New Construction
- Year(s) of Project: 2019
- Project Description:
 - The Iron Belle Trailhead will be built on the east side of the railroad tracks between Main and Mitchell streets. The project is part of the Iron Belle Trail expansion and will include a pavilion with outdoor seating and restrooms, an area for parking, landscaping, and bike racks. The preliminary design incorporates key design elements from both the City Streetscape Project and the County Lawn Project. The entrance to the trailhead would be on Main and exit on Mitchell. The project is estimated to start in Spring 2019, with a completion date of Summer 2019.
- Schedule: Spring/Summer 2019
- Estimated Cost: \$732,180
- Basis of Cost Estimate: Engineer Estimate
- Alternative Financing:
 - Michigan Dept. of Natural Resources Trust Fund Grant (41% share): \$300,000
 - Michigan Dept. of Natural Resources Trails Program (55% share): \$400,000
 - Local Funds (4% share): \$ 32,180
- Agency Reported Priority: Urgent
- Planning Commission Reported Priority: Urgent



APPROVED BY: [Signature]
 PRELIMINARY CONCEPT #3
 PRELIMINARY

**IRON BELLE TRAIL
 GAYLORD TRAILHEAD**
 GAYLORD, MI



OTSEGO LAKE OUTLET STRUCTURE REPLACEMENT

- Agency: Otsego County
- Project Type: New Construction
- Year(s) of Project: 2019
- Project Description:
 - This project involves the replacement of Otsego Lake's outlet control structure located on the east side of Otsego Lake. The structure is responsible for controlling the lake level and preventing excess lake level rise during the spring. The current structure was installed in the late 1970s and has extensive damage due to ice and old age.
- Schedule: TBD
- Estimated Cost: \$200,000
- Basis of Cost Estimate: Engineer Estimate
- Alternative Financing:
 - Economic Development Administration Public Works Grant: TBD
 - Michigan Dept. of Agriculture and Rural Development Grant: TBD
 - Local Funds: TBD
- Agency Reported Priority: Urgent
- Planning Commission Reported Priority: Urgent



OTSEGO COUNTY JAIL

- Agency: Otsego County
- Project Type: New Construction
- Year(s) of Project: 2023
- Project Description:
 - A new Jail facility will eventually be needed to replace the current outdated facility. The current facility is located as part of the Courthouse in downtown Gaylord. In 2008, the Jail Citizen Committee recommended building a new 24,621 sqft 68-bed jail when/if the Criminal Justice Coordinating Committee determines that jail alternative programs can no longer sufficiently alleviate overcrowding. A location has not been decided.
- Schedule: Construction will not happen until alternative jail programs can no longer sufficiently relieve the jail, and until a dedicated source of funding (millage) can be obtained. It is recommended tentatively for 2021 and will be pushed back as necessary.
- Estimated Cost: \$7,800,000 (costs to be finalized once final plan is adopted)
- Basis of Cost Estimate: Engineer Estimate
- Alternative Financing:
 - Funding would likely have to come from a dedicated jail millage, which has not been passed at this time.
- Agency Reported Priority: Desirable; In conjunction with jail construction, existing jail alternative programs must continue to be utilized. Additionally, expanded programs such as a residential work camp should be incorporated.
- Planning Commission Reported Priority: Desirable



OCRC HEATHERTON ROAD PROJECT

- Agency: Otsego County Road Commission
- Project Type: Major Renovation
- Year(s) of Project: 2019
- Project Description:
 - Work will include reconstructing portions of Heatherton Road from M-32 East to Brown Road, approximately 3.2 miles. The existing pavement will be crushed into the aggregate base for additional strength and two courses of hot mix asphalt will be placed. Other locations will consist of wedging and overlaying the existing pavement with hot mix asphalt. Drainage improvements and paved shoulders will also be key items
- Schedule: Spring 2019
- Estimated Cost: \$922,000.00
- Basis of Cost Estimate: Engineer Estimate
- Alternative Financing:
 - State Funds (40% share): \$ 368,800
 - Local Funds (60% share): \$ 553,200
- Agency Reported Priority: Important
- Planning Commission Reported Priority: Important



Heatherton Rd Project
Osage County Road Commission

Legend
○ Project Start/End
— Project Limits



OCRC KRY'S ROAD SMALL URBAN ROAD PROJECT

- Agency: Otsego County Road Commission
- Project Type: Major Renovation
- Year(s) of Project: 2019
- Project Description:
 - The Otsego County Road Commission plans to reconstruct Kry's Road from McCoy Road to Johnson Road, approximately one mile. This crush and shape project will include improvements such as, resurfacing with hot mix asphalt with wider lanes, paved shoulders, vertical grade improvements, concrete curb and gutter, and recessed pavement markings.
- Schedule: Spring 2019
- Estimated Cost: \$516,416.00
- Basis of Cost Estimate: Engineer Estimate
- Alternative Financing:
 - Federal Funds (73% share): \$ 375,000
 - Local Funds (27% share): \$ 141,416
- Agency Reported Priority: Important
- Planning Commission Reported Priority: Important



Krys Rd Small Urban Road Project
Osage County Road Commission

Legend
Project Start/End
Project Limits

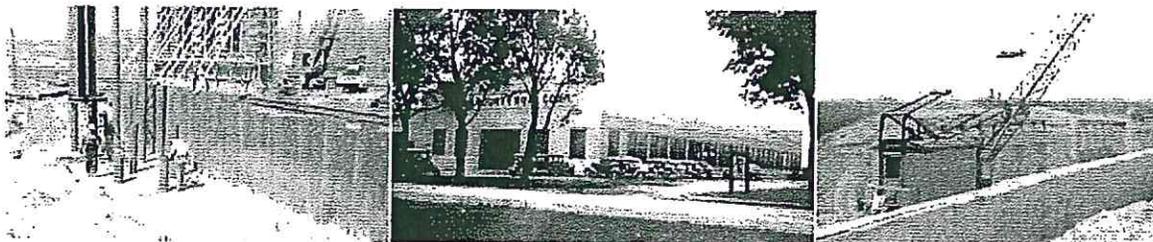


Google Earth



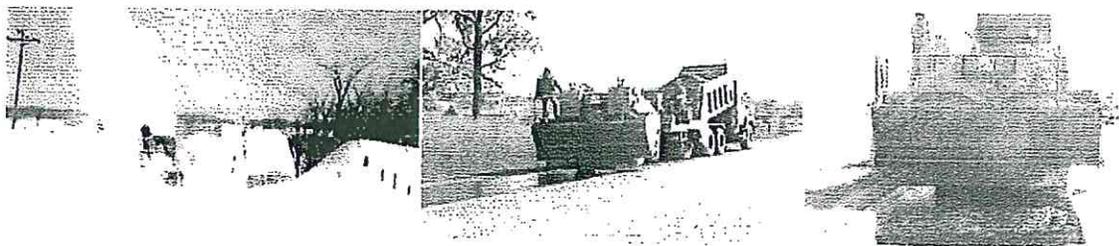
OCRC MARLETTE ROAD FROM SHERMAN ROAD TO FANTASY DRIVE PROJECT

- Agency: Otsego County Road Commission
- Project Type: Major Renovation
- Year(s) of Project: 2020
- Project Description:
 - The Otsego County Road Commission plans to reconstruct Marlette Road from Sherman Road to Fantasy Drive. This will be a crush and shape project with new HMA surface and lane widening as well as vertical grade improvements.
- Schedule: TBD
- Estimated Cost: \$704,555.00
- Basis of Cost Estimate: Engineer Estimate
- Alternative Financing:
 - Federal Funds (53% share): \$ 376,176
 - Local Funds (47% share): \$ 328,379
- Agency Reported Priority: Important
- Planning Commission Reported Priority: Important



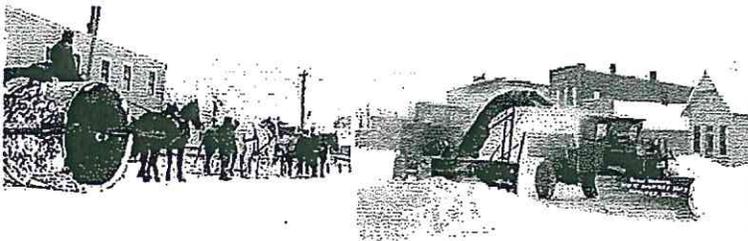
OCRC KRY'S ROAD RESURFACING PROJECT

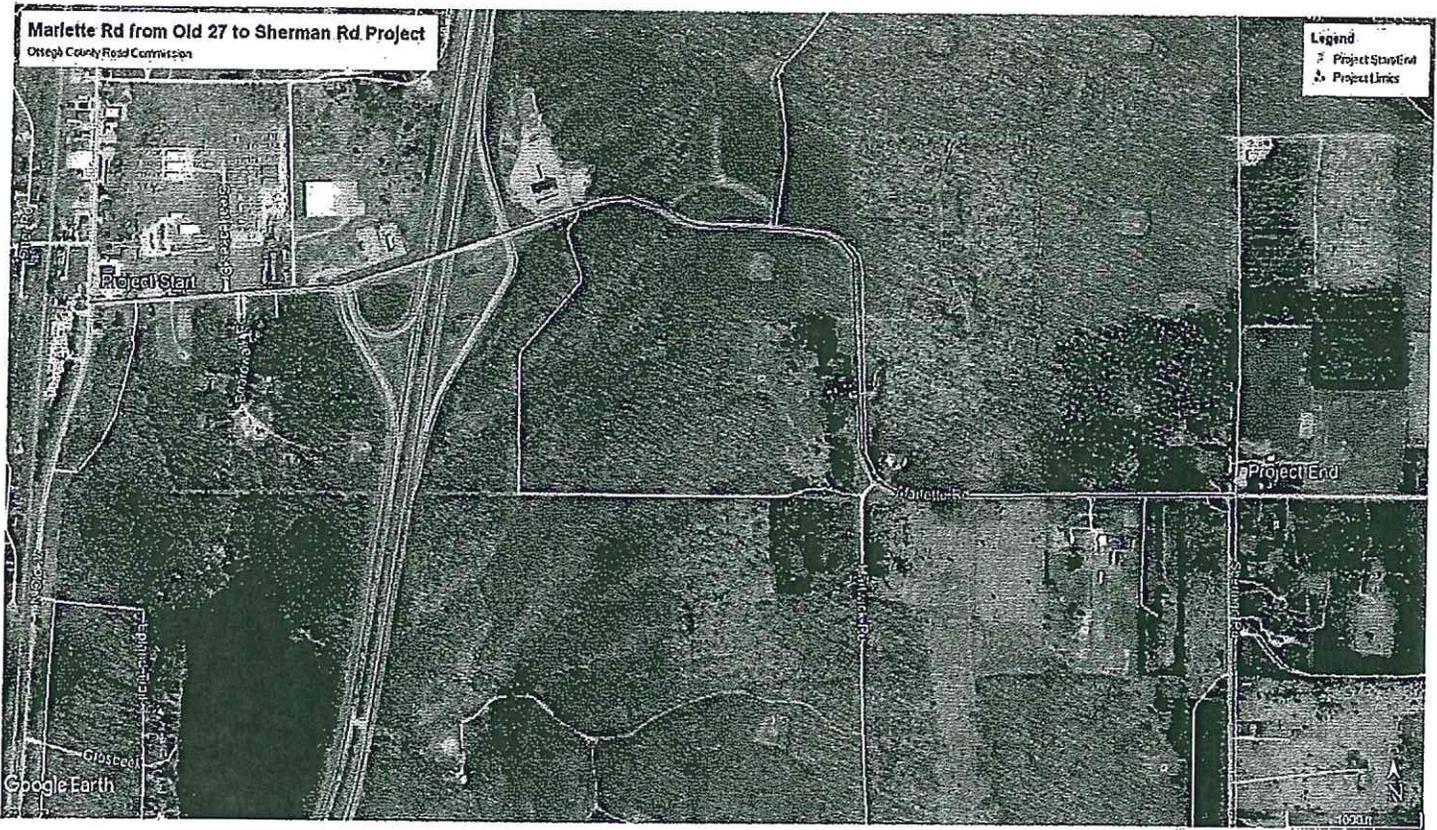
- Agency: Otsego County Road Commission
- Project Type: Major Renovation
- Year(s) of Project: 2021
- Project Description:
 - Work will include resurfacing Kry's Road from Johnson Road to Charles Brink Road, approximately 2.5 miles. Improvements will include new HMA surface, lane widening, paved shoulders, and recessed pavement markings.
- Schedule: TBD
- Estimated Cost: \$450,000.00
- Basis of Cost Estimate: Engineer Estimate
- Alternative Financing:
 - Federal Funds (80% share): \$ 360,000
 - Local Funds (20% share): \$ 90,000
- Agency Reported Priority: Important
- Planning Commission Reported Priority: Important



OCRC MARLETTE ROAD FROM OLD 27 TO SHERMAN ROAD PROJECT

- Agency: Otsego County Road Commission
- Project Type: Major Renovation
- Year(s) of Project: 2022
- Project Description:
 - Work will include crush and shape with new HMA surface from Old 27 South to Sherman Road. Improvements will include lane widening and paved shoulders.
- Schedule: TBD
- Estimated Cost: \$756,000.00
- Basis of Cost Estimate: Engineer Estimate
- Alternative Financing:
 - Federal Funds (50% share): \$ 376,176
 - Local Funds (50% share): \$ 379,824
- Agency Reported Priority: Important
- Planning Commission Reported Priority: Important





OCRC MURNER ROAD PROJECT

- Agency: Otsego County Road Commission
- Project Type: Major Renovation
- Year(s) of Project: 2022
- Project Description:



- This will be a crush and shape project on Murner Road from M-32 West to Five Lakes Road. The improvements will include strengthening the aggregate base, paving shoulders, and resurfacing with HMA.
- Schedule: TBD
- Estimated Cost: \$595,000.00
- Basis of Cost Estimate: Engineer Estimate
- Alternative Financing:
 - Federal Funds (63% share): \$ 375,000
 - Local Funds (37% share): \$ 220,000
- Agency Reported Priority: Important
- Planning Commission Reported Priority: Important

OCRC WILKINSON ROAD PROJECT

- Agency: Otsego County Road Commission
- Project Type: Major Renovation
- Year(s) of Project: 2024
- Project Description:
 - This will be primarily a crush and shape project from M-32 East to Marquardt Road. The existing pavement will be crushed and paved with two courses of HMA. At some locations, the top layer of existing pavement may be milled and resurfaced with a single course of HMA. Additional improvements may include paved shoulders, guardrail upgrades, and curb and gutter at intersections.
- Schedule: Spring 2024
- Estimated Cost: \$1,515,000.00
- Basis of Cost Estimate: Engineer Estimate
- Alternative Financing:
 - Federal Funds (25% share): \$ 376,176
 - Local Funds (75% share): \$ 1,138,824
- Agency Reported Priority: Important
- Planning Commission Reported Priority: Important.



GROEN NATURE PRESERVE ENTRANCE

- Agency: Otsego County Parks and Recreation
- Project Type: Major Renovation
- Year(s) of Project: 2019
- Project Description:
 - The Groen Nature Preserve New Entrance Drive and Parking Lot Project consists of the installation of a new crushed limestone driveway, parking lot and pathway, concrete sidewalk with curb and gutter, and cultured stone veneer pillared entrance with an asphalt approach. The entire drive will be landscaped with approximately 70 sugar maple trees.
- Schedule: Spring/Summer 2019
- Estimated Cost: \$300,000.00
- Basis of Cost Estimate: Engineer Estimate
- Alternative Financing:
 - Local Funds: Groen Foundation (100% share): \$ 300,000
- Agency Reported Priority: Important
- Planning Commission Reported Priority: Important



Otsego County Six Year Capital Improvement Plan - Appendix A

Project Name	Agency	Project Type	Funding Source(s)	Estimated Cost	P.C. Priority	2019	2020	2021	2022	2023	2024
Gaylord Regional Airport Box Hangar	Otsego County	New Construction	Federal 91%; State 4.5%; Local 4.5% (Airport Capital Projects Fund)	\$660,000	Important		\$ 660,000				
Gaylord Regional Airport Rehabilitate Runway 9-27	Otsego County	New Construction	Federal 90%; State 5.0%; Local 5.0% (Airport Capital Projects Fund)	\$5,250,000	Important					\$5,250,000	
Iron Belle Trail Downtown Gaylord Trailhead	Otsego County	New Construction	State 96%; Local 4% (Capital Improvement Fund)	\$732,180	Urgent	\$ 732,180					
Otsego Lake Outlet Structure Replacement	Otsego County	New Construction	TBD	\$200,000	Urgent	\$ 200,000					
Otsego County Jail	Otsego County	New Construction	TBD	\$7,800,000	Desirable					\$ 7,800,000	
Heatherton Road Project	OC Road Commission	Major Renovation	Federal 40%; Local 60%	\$922,000	Important	\$ 922,000					
Krys Road Small Urban Road Project	OC Road Commission	Major Renovation	Federal 73%; Local 27%	\$516,416	Important	\$ 516,416					
Marlette Road From Sherman Road To Fantasy Drive Project	OC Road Commission	Major Renovation	Federal 53%; Local 47%	\$704,555	Important		\$ 704,555				
Krys Road Resurfacing Project	OC Road Commission	Major Renovation	Federal 80%; Local 20%	\$450,000	Important			\$ 450,000			
Marlette Road From Old 27 To Sherman Road Project	OC Road Commission	Major Renovation	Federal 50%; Local 50%	\$756,000	Important				\$ 756,000		
Murner Road Project	OC Road Commission	Major Renovation	Federal 63%; Local 37%	\$595,000	Important				\$ 595,000		
Wilkinson Road Project	OC Road Commission	Major Renovation	Federal 80%; Local 20%	\$1,515,000	Important						\$1,515,000
Green Nature Preserve Entrance	Otsego County	Major Renovation	Local 100% (Green Foundation)	\$300,000	Important	\$ 300,000					
Total Costs: \$20,401,151						\$ 2,670,596	\$ 1,364,555	\$ 450,000	\$ 1,351,000	\$ 13,050,000	\$ 1,515,000

Minutes of a regular meeting of the Otsego County Board of Commissioners, held at the Alpine Center, 800 Livingston Blvd, Multipurpose Room, Gaylord, Michigan on the 27th day of November, 2018 beginning at 9:30 a.m.

PRESENT:

ABSENT:

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

RESOLUTION NO. OCR 18-28
RESOLUTION TO CHANGE THE BOARD OF COUNTY ROAD COMMISSIONERS
OF THE COUNTY OF OTSEGO FROM AN ELECTED BOARD TO AN APPOINTED
BOARD AS ALLOWED UNDER SECTION 6 OF CHAPTER IV OF 1909 PA 283, MCL
224.6
OTSEGO COUNTY BOARD OF COMMISSIONERS
NOVEMBER 27, 2018

WHEREAS, the County Board of Commissioners of the County of Otsego pursuant to the authority granted under Section 6 of Chapter IV of 1909 PA 283, MCL 224.6(6) conducted a public hearing on Tuesday, November 27, 2018 at 9:30 a.m., for the purpose of considering whether to alter the number of County Road Commissioners from three (3) members to five (5) members, after having published notice as required under the Michigan Open Meetings Act not less than twenty-eight days before the public hearing, and after providing written notice of the public hearing to the Otsego County Road Commission and by posting notice of the public hearing on the Otsego County website; and

WHEREAS, following the public hearing held on November 27, 2018, the County Board of Commissioners of the County of Otsego pursuant to authority granted in Section 6 of Chapter IV of 1909 PA 283, MCL 224.6(6) voted to alter the number of County Road Commissioners on the Board of County Road Commissioners of the County of Otsego from three (3) members to five (5) members effective January 1, 2019; and

WHEREAS, the Otsego County Board of Commissioners pursuant to authority granted in Section 6 of Chapter IV of 1909 PA 283, MCL 224.6 will appoint two new members to the Board of County Road Commissioners; whose terms of office will commence January 1, 2019; one position will be a two-year appointed term and expire December 31, 2020; the second position will be a four-year appointed term and expire December 31, 2022; and

WHEREAS, the Otsego County Board of Commissioners pursuant to authority granted in Section 6 of Chapter IV of 1909 PA 283, MCL 224.6(4) may by a majority vote of its members elect, change the method of selection County Road Commissioners to the Board of County Road Commissioners of the County of Otsego from an elected board to an appointed board; and

WHEREAS, the Otsego County Board of Commissioners pursuant to authority granted in Section 6 of Chapter IV of 1909 PA 283, MCL 224.6(1) hereby confirms that the terms of office for the County Road Commissioners shall be staggered so that hereafter not more than two Road Commissioners' terms of office expire in the same year.

NOW THEREFORE, THE COUNTY BOARD OF COMMISSIONERS OF THE COUNTY OF OTSEGO, HEREBY RESOLVES:

RESOLVED, that pursuant to authority granted in Section 6 of Chapter IV of 1909 PA 283, MCL 224.6(4) the method of selecting County Road Commissioners to the Board of County Road Commissioners of the County of Otsego shall be changed from an elected board to an appointed five (5) member board with immediate effect; and further

RESOLVED, that the two (2) additional members of the Board of County Road Commissioners of the County of Otsego shall be appointed by the Otsego County Board of Commissioners for a term beginning January 1, 2019 and expiring on December 31, 2020; and further

RESOLVED, that the County Road Commissioners elected in the 2014, 2016, and 2018 general elections and whose terms expire December 31, 2020, 2022, and 2024, respectively, shall at the expiration of their term be replaced by appointment of the Otsego County Board of Commissioners; and further

RESOLVED, that the Otsego County Board of Commissioners pursuant to authority granted in Section 6 of Chapter IV of 1909 PA 283, MCL 224.6(1) hereby confirms that the terms of office of the County Road Commissioners shall hereafter be staggered so that not more than two County Road Commissioners' terms of office expire in the same year; and further

RESOLVED, that the Otsego County Clerk and Otsego County Board of Commissioner's Chairman, shall perform any and all things or matters as may be necessary or appropriate under the law to fulfill the purpose and intent of this Resolution.

A ROLL CALL VOTE WAS TAKEN AS FOLLOWS:

YES:

NO:

ABSTAIN:

THE RESOLUTION WAS DECLARED ADOPTED.

Kenneth C. Borton, Chairman

Susan I. DeFeyter, County Clerk

STATE OF MICHIGAN)
 §
COUNTY OF OTSEGO)

The undersigned, being the duly qualified and acting Clerk of the County of Otsego, hereby certifies that the foregoing is a true and complete copy of a resolution duly adopted by the Otsego County Board of Commissioners at its regular meeting held on the 27th day of November, 2018, at which meeting a quorum was present and remained throughout and that an original thereof is on file in the records of the County. I further certify that the meeting was conducted, and public notice thereof was given, pursuant to and in full compliance with Act No. 267, Public Acts of Michigan, 1976, as amended, and that the minutes of such meeting were kept and will be or have been made available as required thereby.

Susan I. DeFeyter, County Clerk

DATED: _____, 2018



Otsego
C O U N T Y
M I C H I G A N

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

To: Otsego County Board of Commissioners

RE: Rezoning of six (6) subdivisions from their respective zoning districts to R3/Residential Estates:
Bagley Township: *Gaylord Mobile Home Estates, Hidden Pines Mobile Estates, Maple Grove Estates 1 & 2, Parkwood Subdivision*
Otsego Lake Township: *Arbutus Beach Highlands 1-4 Subdivision*

Motion made by Mr. Arndt to recommend to the Otsego County Board of Commissioners the rezoning of parcels in Gaylord Mobile Home Estates, Hidden Pines Mobile Estates, Maple Grove Estates 1 & 2 and Parkwood Subdivisions located in Bagley Township and parcels in Arbutus Beach Highlands 1-4 Subdivision located in Otsego Lake Township from their respective zoning districts to the R3/Residential Estates Zoning District. In addition, the current language contained in Section 21.22.6 of the Otsego County Zoning Ordinance, which reads "Units manufactured prior to 1976 (title date) shall not be installed." be removed and Section 21.22.6 be amended to read, "Units manufactured shall have a Title date not to exceed fifteen (15) years from the zoning application date."; Seconded by Mr. Brown.

Roll call vote: 7-1
Motion passes

INTENT

Problem:

It has been recognized that there are five (5) recorded plats located within Bagley Township (Gaylord Mobile Home Estates, Hidden Pines Mobile Estates, Maple Grove Estates 1 & 2, Parkwood Subdivision) and one (1) recorded plat located within Otsego Lake Township (Arbutus Beach Highlands 1-4) that are currently zoned R1/R2. Because these mentioned plats are R1/R2, many of these single family dwellings become non-compliant and are unable to be replaced or made alterations to.

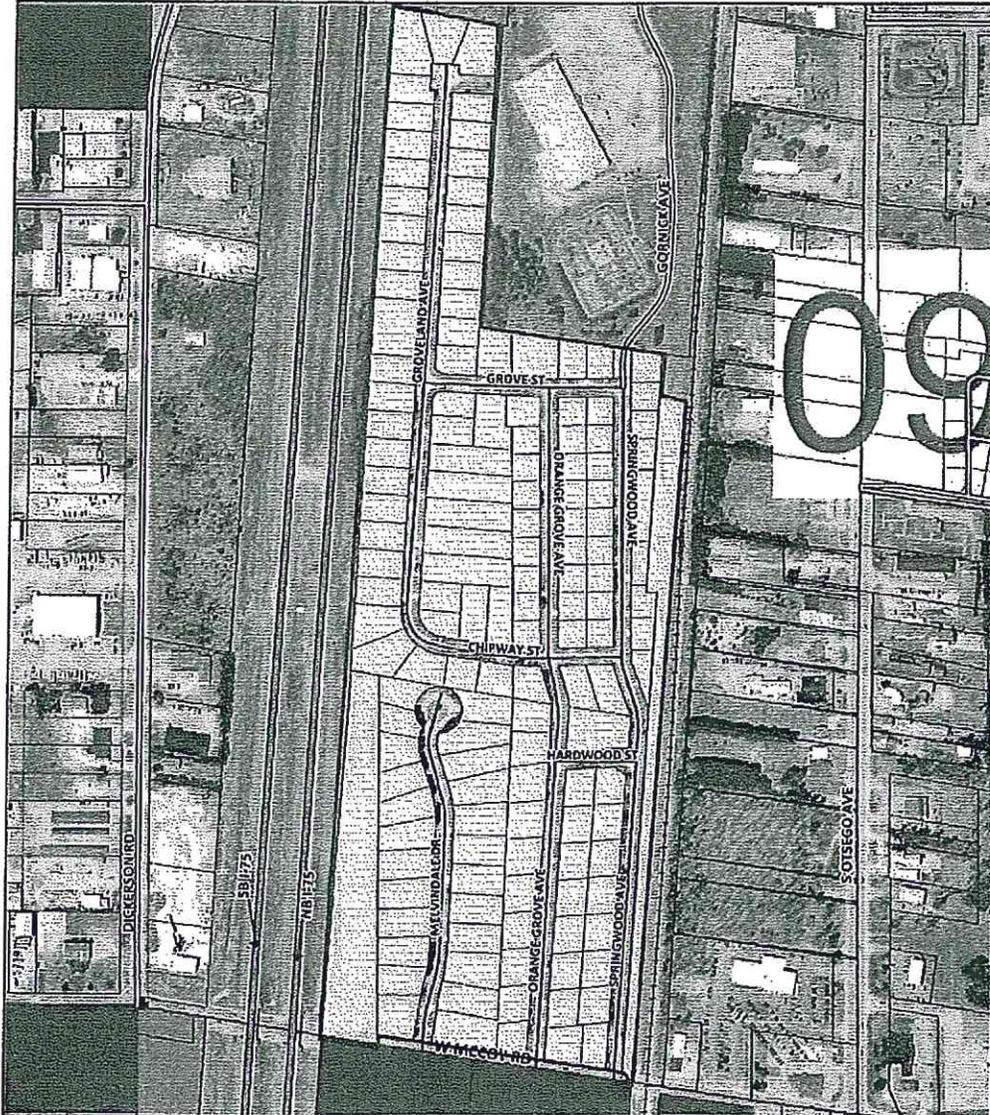
Advisement:

The County Attorney was contacted to advise the Planning Commission on how to amend the zoning ordinance to allow structures less than 20 feet to be voluntarily replaced or altered when the need should arise such as a natural disaster, structure fire, structure modification or the addition of a structure less than 20 feet in width to a vacant lot.

The County Attorney has advised the Planning Commission to rezone these platted areas to R3 to allow for the replacement or addition of structures less than 20 feet in these areas.

There is also a text amendment to Section 21.22.6 of the Otsego County Zoning Ordinance to read "Units manufactured shall have a Title date not to exceed fifteen (15) years from the zoning application date." This is placed in the motion to assure that within reason, new structures that are added to these areas meet updated Building, Energy, Electrical, Mechanical and Plumbing Codes.

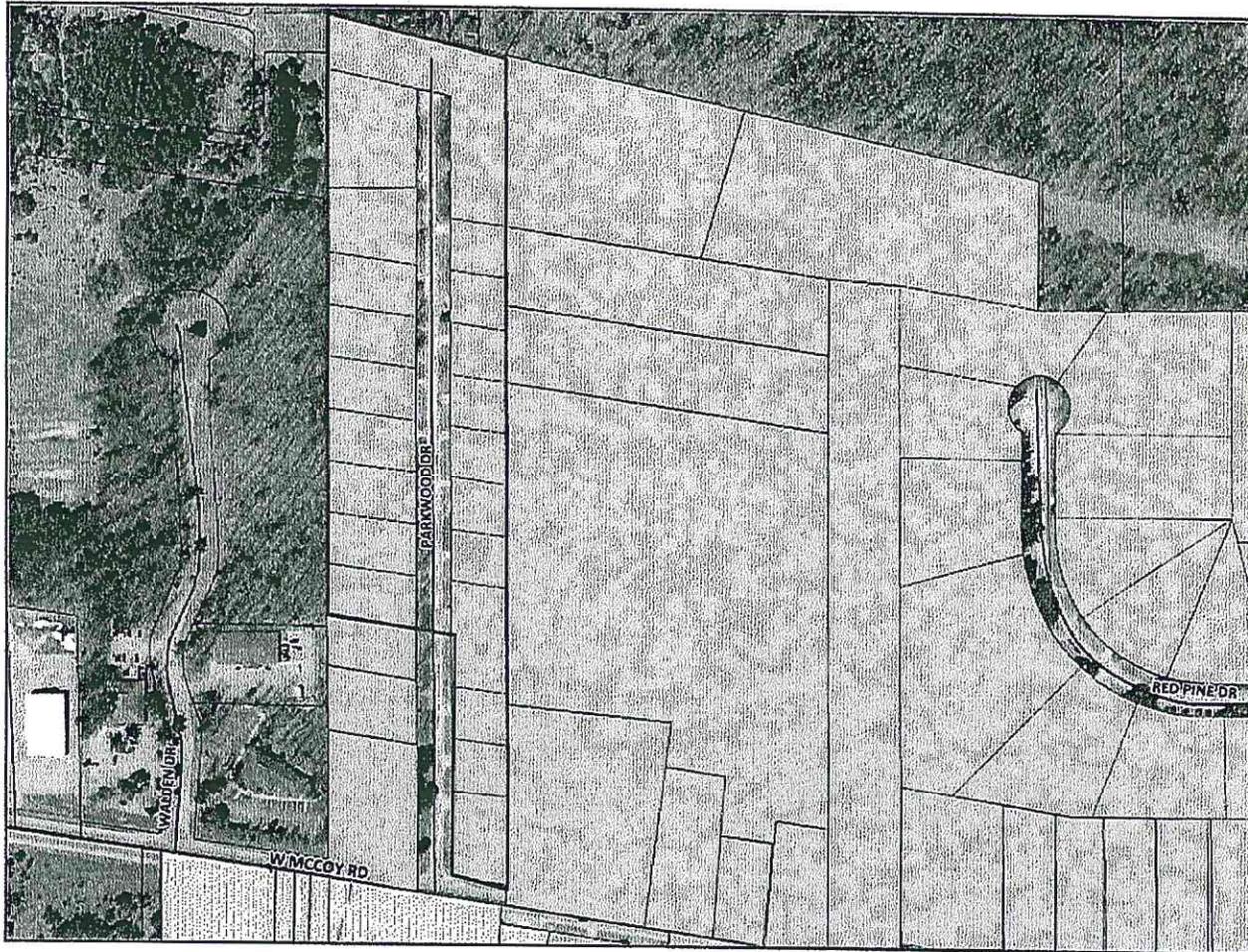
**GAYLORD MOBILE HOME ESTATES, HIDDEN PINES MOBILE ESTATES,
 MAPLE GROVE ESTATES 1 & 2 - BAGLEY TOWNSHIP**



OTSEGO COUNTY ZONING MAP
LEGEND

	R-1 RESIDENTIAL
	R-2 GENERAL RESIDENTIAL
	R-3 RESIDENTIAL ESTATES
	RR RECREATION RESIDENTIAL
	FR FORESTRY RECREATION
	AR AGRICULTURAL RESOURCE
	B-1 LOCAL BUSINESS
	B-2 GENERAL BUSINESS
	B-3 BUSINESS, LIGHT MANUFACTURING
	I INDUSTRIAL
	HX HIGHWAY INTERCHANGE
	MUZ MAIN MULTIPLE USE ZONING MAIN STREET
	MUZ TWN CN MULTIPLE USE ZONING TOWN CENTER
	PUD PLANNED UNIT DEVELOPMENT
	STATE LAND
	N/A

PARKWOOD SUBDIVISION - BAGLEY TOWNSHIP



OTSEGO COUNTY ZONING MAP
LEGEND

[Hatched pattern]	R-1/RESIDENTIAL
[Hatched pattern]	R-2/GENERAL RESIDENTIAL
[Hatched pattern]	R-3/RESIDENTIAL ESTATES
[Hatched pattern]	RR/RECREATION RESIDENTIAL
[Hatched pattern]	FR/FORESTRY RECREATION
[Hatched pattern]	AR/AGRICULTURAL RESOURCE
[Hatched pattern]	B-1/LOCAL BUSINESS
[Hatched pattern]	B-2/GENERAL BUSINESS
[Hatched pattern]	B-3/BUSINESS, LIGHT MANUFACTURING
[Hatched pattern]	I/INDUSTRIAL
[Hatched pattern]	HX/HIGHWAY INTERCHANGE
[Hatched pattern]	MUZ MAIN/MULTIPLE USE ZONING MAIN STREET
[Hatched pattern]	MUZ TWN CN/MULTIPLE USE ZONING TOWN CENTER
[Hatched pattern]	PUD/PLANNED UNIT DEVELOPMENT
[Hatched pattern]	STATE LAND
[White box]	N/A

ARBUTUS BEACH HIGHLANDS - OTSEGO LAKE TOWNSHIP



**OTSEGO COUNTY ZONING MAP
LEGEND**

	R-1/RESIDENTIAL
	R-2/GENERAL RESIDENTIAL
	R-3/RESIDENTIAL ESTATES
	RR/RECREATION RESIDENTIAL
	FR/FORESTRY RECREATION
	AR/AGRICULTURAL RESOURCE
	B-1/LOCAL BUSINESS
	B-2/GENERAL BUSINESS
	B-3/BUSINESS, LIGHT MANUFACTURING
	I/INDUSTRIAL
	HX/HIGHWAY INTERCHANGE
	MUZ MAIN/MULTIPLE USE ZONING MAIN STREET
	MUZ TWN CN/MULTIPLE USE ZONING TOWN CENTER
	PUD/PLANNED UNIT DEVELOPMENT
	STATE LAND
	N/A

Exhibit 2.

Bagley Township Planning Commission
Bagley Township, Michigan
Established 1868

October 3, 2018

Subject: Meeting Minutes and record of decisions for Scheduled Special Meeting on October 2, 2018.

Items: 1. Pending zoning changes/additions to certain subdivision zoning from R-2 to R-3 and discussion of changes to potential R-3 zoning once in place in these identified subdivisions.

2. Recommendation of changes to certain changes allowing increased communication tower height.

Members Present:

Ken Arndt

Brian Goebel

Wally Loney

Celeste Szymanski

Larry Beckett

Other Attendees:

Michelle Noirot, Supervisor

Celeste Szymanski, Voting Trustee, Excused by Super after meeting began (illness)

Citizens Attending: None

Meeting Opened at 7:00PM by Arndt

Item 1. Rezone of subdivisions in Bagley Township primarily oriented to manufactured housing from R-2 to R-3. This is an ongoing case with numerous re writes of the R-2 zoning regulation with changes and additions. After the last recommendations by the planning commission, the R-2 zoning with changes was referred to counsel for an opinion. The opinion suggested that, since the R-3 classification was already approved in a current form and that the R-3 zoning classification allows manufactured housing, that the commission should consider and recommend the manufactured subdivisions should be rezoned to R-3. This is now proposed as step 1 to support further accommodations to the subdivisions to be rezoned with changes to R-3 to better accommodate the citizens in these areas in the future.

Bagley Planning Commission moved by consensus supports rezoning to R-3 in preparation for a formal vote. The areas impacted are:

- 1.0 Gaylor Mobile Home Estates
- 2.0 Maple Grove 1
- 3.0 Maple Grove 2
- 4.0 Hidden Pines
- 5.0 Parkwood
- 6.0 Arbutus Beach Highlands

There being no further discussion the question on the table is the rezoning of certain mobile home parks from R-2 to R-3.

Loney offers a motion, Burkett seconds. Chair records a vote all in favor, none opposed.

Motion passes.

Item 1, Part 2. For study only as a basis for further changes going forward to adoption to R-3. The commission discussed the R-3 district as now in place and proposed certain changes which would, if adopted, specifically accommodate replacement of manufactured housing units after casualty losses when not the fault of the owner and set limits on the age of the units either installed on a vacant lot not before occupied by a unit or as a replacement. Discussion also studied lot width and recommended a change to the allowed lot width narrower than is currently in the ordinance. The future changes recommended to R-3 are:

Item 1, Part 2: Bagley Recommendations for modifications to R3, once adopted as currently written:

Article 17 (Dimensions)

R3:

Minimum Width of Principal Structure: Now 11 Feet

Change to read: 14 Feet

(Potentially also FR and AR Districts)

Minimum Square Feet of Living Area above ground: No change

Site Width Minimum: Now 100 Feet,

Change to Read: 80 Feet

Minimum site Size: Now 40,000 Square feet

Change to: 10,000 Square feet, .23 Acres

Setbacks: No change

Section 21.22, Manufactured or Site Built Dwelling Less than 16 feet wide:

Now reads: Manufactured prior to 1976 (title Date) Shall not be installed.

Change to read: Units manufactured more than 15 years (title Date) prior to the date of proposed install shall not be installed under any circumstances.

Add Section: 21.23.1: Replacement of unit losses from Reasonably Non-Preventable hazards or accidents.

Units lost to fire, damaging weather, terrorism, vehicle accident or other conditions not caused intentionally by the owner may be replaced by a similar unit subject to the following conditions:

- a. The unit must comply with a manufacture date as noted in 21.22.
- b. The unit must comply with Article 17 with a minimum width of 14 feet and 720 square feet of total, above ground living area.
- c. The District Health Department must certify the adequacy of the Well, septic and drain field prior to the replacement installation.

Item 1, Part 2. The commission developed and carefully studied the items in part 2. *Chair recorded 100% consensus, but no formal vote was taken since the changes will have to attach to the R-3 zoning in the above subdivisions once passed.* The recommendations are included for reference and potential input from interested parties.

Item 2: This item deals with the proposed changes to tower height for communications towers (unlighted). Sections 21.46.2, 21.46.3, and 21.46.3.2 and 21.46.2. All except the last item change the maximum tower height at 199 feet, where the former limit was 190 feet. The last item changes the tower standoff from its base to a property line or building from 100% of the tower height to 200% of the tower height to enhance the safety factor in the event a tower falls in a high wind or damaged causing a fall.

These are the only changes to the tower height limits. The commission discussed the changes briefly and were favorably impressed with the enhanced standoff. After several minutes of discussion, a motion was made by Goebel to approve the changes and seconded by Burkett.

Chair records a vote all in favor, none opposed.

Discussion ended at 7:45 Meeting closed by the chair at 7:55 PM.

Respectfully Submitted,



Kenneth Arndt, Chairman

Item 1. *Approved as Recommended* Approved with Edits Not Approved
Item 2. *Comments*

For Bagley Township

By: Michelle Noiro
Supervisor
Separate approval recorded by Supervisor on behalf of the board. KA

=====
Narrative supported by meeting recording Erase data 11/15/18

Exhibit

October 9, 2018

Mr. James Mouch
Director Otsego County Land Services
1322 Hayes Road
Gaylord, Mi 49735

Dear Jim,

At its October 4, 2018 meeting, the Otsego Lake Township Planning Commission reviewed the proposed zoning changes to the six proposed sites from R2 to R3. The Otsego Lake Township Planning Commission is opposed to rezoning as presented in Otsego Lake Township (Arbutus Beach Highlands) because Article 17.1 Schedule of Dimensions would reduce the minimum width to an unacceptable width (11 feet).

Sincerely,

Nora Corfis
Secretary
Otsego Lake Township Planning Commission

CHARLTON TOWNSHIP
OTSEGO COUNTY

P.O. Box 367 • Johannesburg, Michigan 49751 • Phone: (989) 731-1920 • Fax (989) 731-1070

To: James Mouch
1322 Hayes Rd.
Gaylord, MI 49735

09 October 2018

From: Ivan H. Maschke, Clerk

Dear Mr. Mouch,

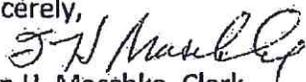
At the last regular meeting of the Charlton Township Board, there was discussion regards to two (2) items received from the Charlton Township Planning Commission.

After discussion, a motion was passed unanimously to recommend approval to the Otsego County Land Use Services of a request to rezone six (6) properties in Bagley and Otsego Lake Townships from R2 to R3 for trailer parks.

Also, a motion was passed to recommend approval to change Wireless Communication Towers height to 199 ft. and that they cannot be placed closer than 200% of the towers' height from any property line or any residence.

Thank you very much for your time and consideration.

Sincerely,


Ivan H. Maschke, Clerk

Cc: Charlton Planning Commission
File

OTSEGO COUNTY

PLANNING COMMISSION

Gaylord Mobile Home Estates
Hidden Pines Mobile Estates
Maple Grove Estates 1 & 2
Parkwood Subdivision
Arbutus Beach Highlands
REZONE

SUMMARY

This proposal involves the rezoning of parcels in Gaylord Mobile Home Estates, Hidden Pines Mobile Estates, Maple Grove Estates 1 and 2, and Parkwood Subdivisions located in Bagley Township and parcels in Arbutus Beach Highlands Subdivisions located in Otsego Lake Township, from their respective zoning district to the R3 Zoning District. In addition, the proposal seeks to change the current language contained in Section 21.22.6 of the Otsego County Zoning Ordinance, which reads "Units manufactured prior to 1976 (title date) shall not be installed." be removed and Section 21.22.6 be amended to read, "Units manufactured shall have a Building Title date not to exceed fifteen (15) years from the zoning application date" (See Attachments 1 and 2).

FINDING OF FACT

1. This is a proposal for a rezone of a five (5) subdivisions located in Bagley Township Gaylord, MI 49735 and one (1) subdivision located in Otsego Lake Township Gaylord, MI 49735. *Exhibit #2, Exhibit #3*
2. The subdivisions located in Bagley Township are currently in R1/Residential and R2/General Residential Zoning Districts. *Exhibit #2*
3. The subdivision located in Otsego Lake Township is currently in a R2/General Residential Zoning District. *Exhibit #2*
4. The proposed rezone for all subdivisions is to a R3/Residential Estates Zoning District. *Exhibit #10*
5. The purpose of the rezone is to allow structures to have a minimum width of less than 20'. *Exhibit #10*
6. Minimum width of principal structure in a R1/R2 Zoning District is twenty feet (20'). *Exhibit #10*
7. Minimum width of principal structure in a R3/Residential Estates Zoning District is eleven feet (11'). *Exhibit #10*
8. The Future Land Use Map depicts these areas as *Residential*. *Exhibit #5*
9. The proposed rezone would be consistent with the Otsego County Future Land Use Map and the Otsego County Master Plan. *Exhibit #5*
10. The Public Hearing Notice was published in the Herald Times on November 2, 2018. *Exhibit #6*
11. The requirements of Article 27 of the Otsego County Zoning Ordinance have been met. *Exhibit #7, Exhibit #8*
12. All property owners within the respective subdivisions and owners within three hundred (300') feet were properly notified of the public hearing. *Exhibit #9*
13. The Planning Commission has the authority to approve a *Rezone* request after review and compliance with the Otsego County Zoning Ordinance, Future Land Use Map and Master Plan. (Section 25.7) *Exhibit #1, Exhibit #5, Exhibit #10*



Otsego
C O U N T Y
M I C H I G A N

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

To: Otsego County Board of Commissioners

RE: Rezoning of three (3) parcels from B1/Local Business to B2/General Business

Motion made by Mr. Caverson to recommend to the Otsego County Board of Commissioners cases PZRZ18-004, PZRZ18-005, and PZRZ18-006 for the rezoning of three (3) parcels in Hayes Township from B1/Local Business to B2/General Business to include a letter between the applicant and township dated October 10, 2018 for listed Land Use restrictions to be recorded at the Otsego County Register of Deeds office; Seconded by Mr. Brown.

Roll call vote: 9-0

Motion approved unanimously.

SUMMARY:

- Case involves proposed indoor storage units on 3 parcels in Hayes Township
 - 10 buildings total per parcel equaling 280 storage units
 - 30 buildings total proposed for all three lots equaling 840 units
- Requesting a rezone to B-2 because proposed use (indoor storage) is not permitted in a B-1 district
- Proposed rezone was approved by Hayes Township on 10/9/18

PZRZ18-004 071-001-100-005-02 M-32 WEST
 PZRZ18-005 071-001-100-005-03 M-32 WEST
 PZRZ18-006 071-001-100-005-04 M-32 WEST

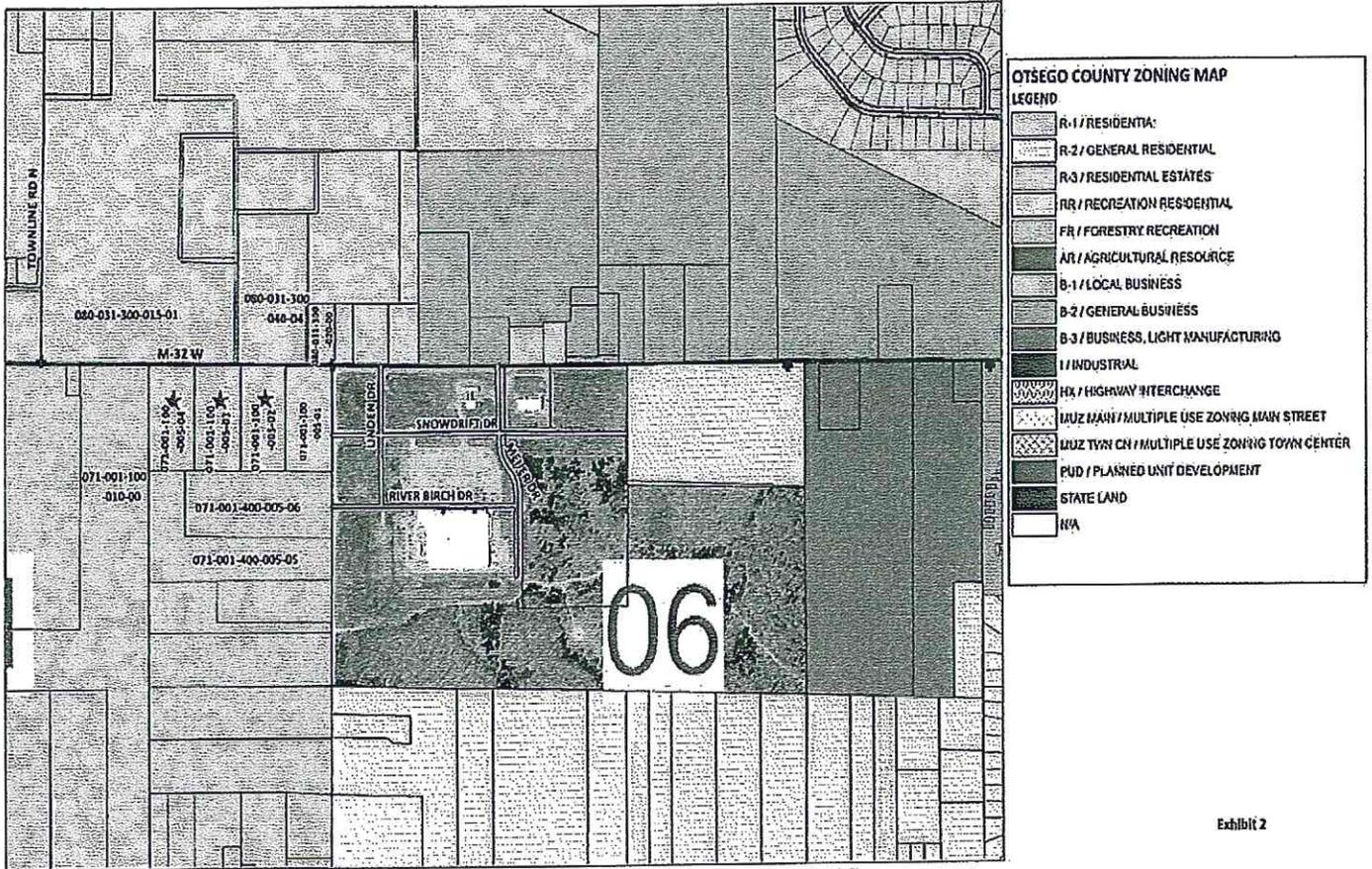


Exhibit 2

**OTSEGO COUNTY
PLANNING COMMISSION**

PZRZ18-004 071-001-100-005-02

PZRZ18-005 071-001-100-005-03

PZRZ18-006 071-001-100-005-04

REZONE

FINDING OF FACT

1. This is a proposal for a rezone of a three (3) parcels located in Hayes Township on M-32 W Gaylord, MI 49735. *Exhibit #1, Exhibit #5*
2. The property is located in a B1/Local Business Zoning District. *Exhibit #2*
3. The proposed rezone is to a B2/General Business Zoning District. *Exhibit #1*
4. Adjoining properties are zoned FR/Forestry Recreation, R3/Residential Estates, B1/Local Business along with parcels annexed into the City of Gaylord. B2/General Business zoned parcels are within one thousand feet of the proposed rezone parcels. *Exhibit #2*
5. The purpose of the rezone is to allow the construction of storage units for commercial purposes. *Exhibit #1*
6. Storage units are a permitted use subject to special conditions in a B2/General Business Zoning District. *Exhibit #3*
7. The proposed property combined is 15.48 acres. *Exhibit #4*
8. The proposed property is currently under the ownership of Three M West Inc and S&H Properties LLC. *Exhibit #4*
9. The owners are being represented by Brian Royce, applicant. *Exhibit #1*
10. The Future Land Use Map depicts this area as Multi Uses Retail / Business / Office. *Exhibit #12*
11. The proposed rezone may be considered consistent with the Otsego County Future Land Use Map and the Otsego County Master Plan. *Exhibit #12, Exhibit #13*
12. The Public Hearing Notice was published in the Herald Times on November 2, 2018. *Exhibit #6*
13. The requirements of Article 27 of the Otsego County Zoning Ordinance have been met. *Exhibit #7, Exhibit #8*
14. All property owners within three hundred (300') feet were properly notified of the public hearing. *Exhibit #9*
15. The Planning Commission has the authority to approve a *Rezone* request after review and compliance with the Otsego County Zoning Ordinance, Future Land Use Map and Master Plan. (Section 25.7) *Exhibit #3, Exhibit #12*
16. The required fees have been collected by Otsego County Land Use Services. *Exhibit #10*

HAYES TOWNSHIP, OTSEGO COUNTY
MARY SANDERS, SUPERVISOR/ASSESSOR
7200 HAYES TOWER ROAD
GAYLORD, MI 49735

Brian Royce
2765 Hidden Ridge Court
Grayling, MI 49735

October 10, 2018

Deed Restrictions for approved uses for the parcels being considered for D 2 re-zoning.

As part of the motion made to re-zone the parcels, the uses that are not appropriate to Hayes Township were listed in discussion and is included with the motion that the deed restrictions are to be recorded in Otsego County and will stay with the land.

The following uses will not be allowed by deed restriction:
These were agreed to by letter 10/2/1996 by the current owners of said property

No tavern/night clubs
No public parking garages
No businesses with drive through sale of alcohol
No gas stations
No dry cleaners

Township board members asked that the following be included as per the current agreement to move forward:

No outdoor storage
No flea markets or open air merchants
No adult theaters or adult business ventures
No drive through services
No auto repair/auto shop business with outdoor storage
No solid waste hauler business
No service centers for vehicles, watercraft, mobile homes etc that can cause environmental harm

Please sign this letter as approval for the deed restrictions for the re-zoning that stays with the land. A copy will be kept with the township, a copy for the land use services department, and a copy for the proposed owners of this transaction.

Mary M. Sanders
Mary Sanders, Supervisor

Brian Royce
[Signature]
[Signature]



Otsego
COUNTY
M I C H I G A N

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

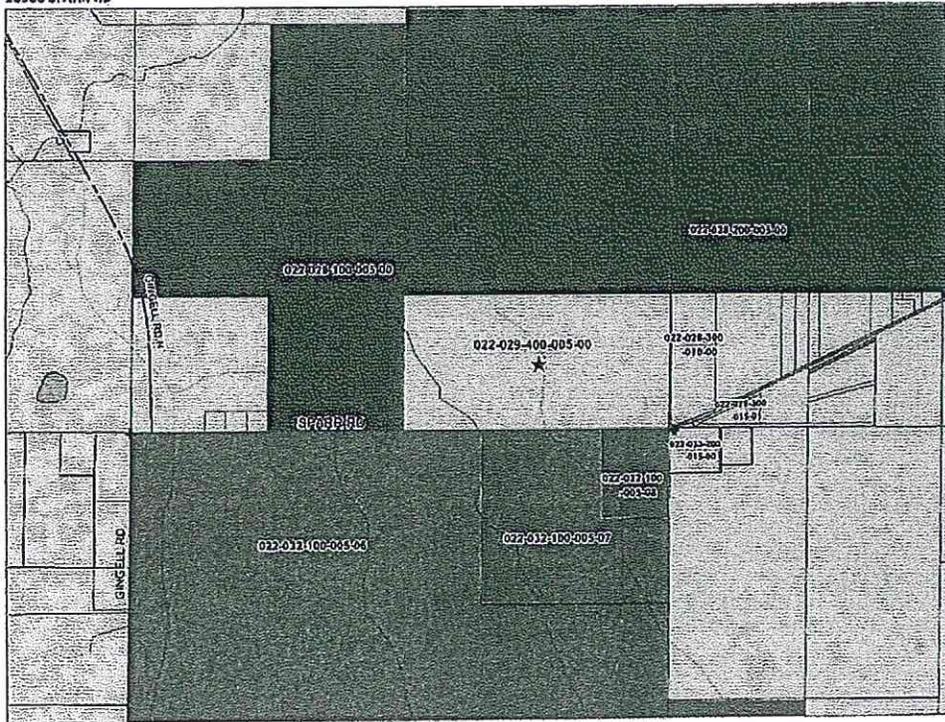
To: Otsego County Board of Commissioners

RE: Rezoning of parcel from FR/Forestry Recreation to AR/Agricultural Resource

Motion made by Mr. Brown to recommend case PZRZ18-001 be rezoned from FR/Forestry Recreation to AR/Agricultural Resource to the Otsego County Board of Commissioners; Seconded by Mr. Hilgendorf.

Motion approved unanimously.

PZRZ18-001
022-029-400-005-00
10508 SPARR RD



- OTSEGO COUNTY ZONING MAP**
- R-1 / RESIDENTIAL
 - R-2 / GENERAL RESIDENTIAL
 - R-3 / RESIDENTIAL ESTATES
 - R-4 / RECREATION RESIDENTIAL
 - FR / FORESTRY RECREATION
 - AR / AGRICULTURAL RESOURCE
 - B-1 / LOCAL BUSINESS
 - B-2 / GENERAL BUSINESS
 - B-3 / BUSINESS, LIGHT MANUFACTURING
 - I / INDUSTRIAL
 - HWY / HIGHWAY INTERCHANGE
 - MUD MAIN / MULTIPLE USE ZONING - MAIN STREET CENTER
 - MUD MAIN / MULTIPLE USE ZONING - MAIN STREET CENTER
 - PUD / PLANNED UNIT DEVELOPMENT
 - STATE LAND
 - R/A

**OTSEGO COUNTY
PLANNING COMMISSION**

**PZRZ18-001
REZONE
022-029-400-005-00**

FINDING OF FACT

1. This is a proposal for a rezone of a single parcel located in Charlton Township at 10508 Sparr Rd Johannesburg, MI 49751. *Exhibit #1, Exhibit #5*
2. The property is located in a FR/Forestry Recreation Zoning District. *Exhibit #2*
3. The proposed rezone is to an AR/Agricultural Resource Zoning District. *Exhibit #1*
4. Adjoining properties are zoned FR/Forestry Recreation and AR/Agricultural Resource. *Exhibit #2*
5. The purpose of the rezone is for farming. *Exhibit #1*
6. The proposed property is 80 acres. *Exhibit #4*
7. The proposed property is currently under the ownership of Daniel G. Lubelan, applicant. *Exhibit #4*
8. The property will be reclassified as Qualified Agricultural in 2019 per Charlton Township assessor. *Exhibit #13*
9. The Future Land Use Map depicts this area as Forest. *Exhibit #12*
10. Approval of the proposed rezone would be consistent with the adjoining properties but not necessarily consistent with the Otsego County Future Land Use Map. *Exhibit #12*
11. The Public Hearing Notice was published in the Herald Times on August 29, 2018. *Exhibit #6*
12. The requirements of Article 27 of the Otsego County Zoning Ordinance have been met. *Exhibit #7, Exhibit #8*
13. All property owners within three hundred (300') feet were properly notified of the public hearing. *Exhibit #9*
14. The Planning Commission has the authority to approve a Rezone request after review and compliance with the Otsego County Zoning Ordinance, Future Land Use Map and Master Plan. (Section 25.7) *Exhibit #3, Exhibit #12*
15. The required fees have been collected by Otsego County Land Use Services. *Exhibit #10*

Minutes of a regular meeting of the Otsego County Board of Commissioners, held at the Alpine Center, 800 Livingston Blvd, Multipurpose Room, Gaylord, Michigan on the 27th day of November, 2018 beginning at 9:30 a.m.

PRESENT:

ABSENT:

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

**RESOLUTION NO. OCR 18-29
RESOLUTION TO OPPOSE THE PROPOSED MILITARY OPERATIONS AREA
(MOA) CALLED GRAYLING AND GRAYLING LOW FROM 500 FEET ABOVE
GROUND LEVEL TO 18,000 FEET ABOVE MEAN SEA LEVEL ADJACENT TO THE
GAYLORD REGIONAL AIRPORT
OTSEGO COUNTY BOARD OF COMMISSIONERS
NOVEMBER 27, 2018**

WHEREAS, the Army National Guard proposes a new Military Operations Area (MOA) called Grayling and Grayling Low from 500' above ground level to 18,000' above mean sea level adjacent to the Gaylord Regional Airport, and encompassing a significant portion of Otsego County;

WHEREAS, the Otsego County Board of Commissioners recognizes the importance of supporting the US military in its training exercises;

WHEREAS, the Otsego County Board of Commissioners must analyze the local impact of such proposed changes to preserve the economy and quality of life for Otsego County residents.

WHEREAS, upon researching this issue, it has been determined that the Grayling and Grayling Low MOA have the potential to:

- Significantly reduce the ability of charter and tourism aircraft to utilize the Gaylord Regional Airport,
- Affect the ability to safely host and conduct the Wings Over Northern Michigan Airshow,
- Significantly reduce the number and safety of uncontrolled aircraft in the vicinity of Gaylord Regional Airport,
- Negatively impact the local businesses including resorts and golf courses with increased noise due to low level military flying aircraft,
- Affect residential areas with increased noise due to low level military flying aircraft,
- Culminate into an overall negative economic impact on the Gaylord Regional Airport, Otsego County, and its business and residents;

THEREFORE BE IT RESOLVED, that the Otsego County Board of Commissioners strongly objects to the Grayling and Grayling MOA as proposed, and directs County staff to coordinate with those officials necessary to communicate the problems identified above, and to propose and discuss alternative options.

A ROLL CALL VOTE WAS TAKEN AS FOLLOWS:

YES: _____

NO: _____

ABSTAIN: _____

THE RESOLUTION WAS DECLARED ADOPTED.

Kenneth C. Borton, Chairman

Susan I. DeFeyter, County Clerk

STATE OF MICHIGAN)
COUNTY OF OTSEGO) §

The undersigned, being the duly qualified and acting Clerk of the County of Otsego, hereby certifies that the foregoing is a true and complete copy of a resolution duly adopted by the Otsego County Board of Commissioners at its regular meeting held on the 27th day of November, 2018, at which meeting a quorum was present and remained throughout and that an original thereof is on file in the records of the County. I further certify that the meeting was conducted, and public notice thereof was given, pursuant to and in full compliance with Act No. 267, Public Acts of Michigan, 1976, as amended, and that the minutes of such meeting were kept and will be or have been made available as required thereby.

Susan I. DeFeyter, County Clerk

DATED: _____, 2018

**OTSEGO COUNTY
Board of Commissioners**



EXECUTIVE SUMMARY

AGENDA ITEM: 2019 County Holiday Schedule (Corrected)	AGENDA DATE: December 18, 2018
AGENDA PLACEMENT: Consent Agenda, Item B.	ACTION REQUESTED: Motion to Approve
STAFF CONTACT(S): Rachel Frisch, County Administrator	ATTORNEY REVIEW: No

BACKGROUND/DISCUSSION:

This is the **Corrected** schedule of County-approved holidays for 2019. This schedule replaces the one that was approved at the 11/27/18 meeting.

RECOMMENDATION:

Staff requests approval of the Corrected 2019 Holiday Schedule.



2019 Holiday Schedule

Tuesday, January 1 st	New Year's Day
Monday, February 18 th	Presidents' Day
Friday, April 19 th	Good Friday
Monday, May 27 th	Memorial Day
Thursday, July 4 th	Independence Day
Monday, September 2 nd	Labor Day
Monday, November 11 th	Veterans' Day
Thursday, November 28 th	Thanksgiving Day
Friday, November 29 th	Friday after Thanksgiving
Tuesday, December 24 th	Christmas Eve
Wednesday, December 25 th	Christmas Day
Tuesday, December 31 st	New Year's Eve
Wednesday, January 1 st (2020)	New Year's Day

**OTSEGO COUNTY
Board of Commissioners**



EXECUTIVE SUMMARY

AGENDA ITEM: Otsego County Commission on Aging Board Reappointment (Mertz)	AGENDA DATE: December 18, 2018
AGENDA PLACEMENT: Consent Agenda, Item C.	ACTION REQUESTED: Motion to Approve
STAFF CONTACT(S): Rachel Frisch, County Administrator	ATTORNEY REVIEW: No

BACKGROUND/DISCUSSION:

Judge George Mertz has expressed his interest in continuing to serve on the Otsego County Commission on Aging Board.

RECOMMENDATION:

Staff requests approval of the reappointment of Judge George Mertz to the Otsego County Commission on Aging Board to a term expiring on December 31, 2021.

Rachel Frisch

From: GeorgeMertz <website@gaslightmedia.com>
Sent: Monday, November 26, 2018 9:22 AM
To: appt_boc
Subject: ""New submission from Application for Appointment to Committees, Boards and Commissions

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

Otsego County Commission on Aging

Have you ever attended this committee/board meeting?

- Yes

Name

George Mertz

Address

4688 Blahowiak Rd.
Gaylord, Michigan 49735
United States
[Map It](#)

Phone

(989) 731-0224

Email

judge.mertz@otsegocountymi.gov

Date available for appointment

11/26/2018

I am a registered voter in Otsego County

- Yes

In which township, city or village?

Dover 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

I have served on the OCCOA Board since 2014 and would like to continue serving on this Board.

I have worked for Otsego County before

- Yes

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

Circuit Judge

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 potential conflicts of interest

- Yes

If yes, please indicate potential conflicts

I could not be involved in any matters relating in which OCCOA or its employees are a party to litigation.

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 2014 and would like to continue serving.

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: 2018 Budget Amendment Authority	AGENDA DATE: December 18, 2018
AGENDA PLACEMENT: Consent Agenda, Item D.	ACTION REQUESTED: Motion to Approve
STAFF CONTACT(S): Rachel Frisch, County Administrator	ATTORNEY REVIEW: No

BACKGROUND/DISCUSSION:

The last meeting of the Board of Commissioners in 2018 is on December 18, 2018. There are many budget amendments that must typically be made prior to the end of the year. To allow for this, the County annually authorizes the County Administrator to approve budget amendments up to \$10,000 per line item, with subsequent approval by the Commissioners at their next regular meeting. This has been recommended by the Budget and Finance Committee.

RECOMMENDATION:

Staff requests approval of granting authority to the County Administrator to authorize 2018 budget amendments up to \$10,000 per line item, with subsequent approval by the Otsego County Board of Commissioners at their next regular board meeting.

**OTSEGO COUNTY
Board of Commissioners**



EXECUTIVE SUMMARY

AGENDA ITEM: Otsego County Remonumentation Board Appointment (Fullford)	AGENDA DATE: December 18, 2018
AGENDA PLACEMENT: Consent Agenda, Item E.	ACTION REQUESTED: Motion to Approve
STAFF CONTACT(S): Rachel Frisch, County Administrator	ATTORNEY REVIEW: No

BACKGROUND/DISCUSSION:

Brian Fullford has expressed his interest in serving on the Otsego County Remonumentation Board. He will fulfill the remaining term of James Schwandt (who has moved out of the County) until June 12, 2020.

RECOMMENDATION:

Staff requests approval of the appointment of Brian Fullford to the Otsego County Remonumentation Board to complete the remaining term of James Schwandt, whose term expires on June 12, 2020.

Rachel Frisch

From: Marlene Hopp
Sent: Wednesday, December 12, 2018 1:40 PM
To: Rachel Frisch
Cc: surveyor; Trisha Adam; Denise Landrie
Subject: Application for new Peer Review Group member
Attachments: OTSEGO COUNTY APPLICATION.PDF

Good Afternoon Rachel,
Please see attached application for appointment and below email from the County Surveyor, Ronald Brand recommending Brian Fullford to become a Peer Review Group member for the Remonumentation & Survey grant. He will be replacing James Schwandt that moved out of the area and resigned from the board this year, his term was for 6/12/2020.
Thank you and have a nice day.

Marlene K. Hopp
Otsego County Housing Director, Veterans Service Officer, Grant Administrator
225 West Main Street, room 213
Gaylord MI 49735
(989) 731-7570 Housing
(989) 731-7575 Veterans Affairs

Confidentiality Note: The information transmitted is intended for the person or entity to whom or which it is addressed and may contain confidential and/or privileged material. Any review, retransmission, dissemination or other use of this information by persons or entities other than the intended recipient is prohibited. If you receive this in error, please notify the original sender immediately by return email and delete the original email.

From: surveyor
Sent: Wednesday, December 12, 2018 1:24 PM
To: Marlene Hopp <mhopp@otsegocountymi.gov>
Subject: Peer Review Group

Marlene,

Attached is an application for appointment from Brian Fullford. He is a professional surveyor in Indian River and has agreed to be a member of the Otsego County Peer Review group.

I believe he is sending the application by mail as well but I thought I would send a copy directly to you.

Ronald C. Brand, P.S.
Otsego County Surveyor



Otsego
COUNTY
M I C H I G A N

APPLICATION FOR APPOINTMENT TO COMMITTEES, BOARDS AND COMMISSIONS

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

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

REMONUMENTATION - PROFESSIONAL
SURVEYOR FOR PEER GROUP REVIEWS

Please print or type.

Name: BRIAN FULLFORD

Address: PO Box 969 INDIAN RIVER, MI Zip Code 49774

Telephone: 231-420-9199 Other: _____

Date available for appointment JAN 1, 2019

County Commission District CITIZEN

Are you a registered voter in Otsego County? Yes No

If yes, which township, city or village? _____

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

Community Service

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

- PAST
- INLAND LAKES SCHOOL BOARD UNTIL 2000
 - CHEBOYGON COUNTY ZONING COMMISSION - 2000
 - TUSCARORA TOWNSHIP PLANNING COMMISSION - 2000
 - CURRENT MEMBER/CONTRACTOR FOR CHEBOYGON COUNTY REMUNERATION & PEER GROUP

Employment and Education

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

- PROFESSIONAL SURVEYOR - ALASKA SINCE 1993 #8854
- PROFESSIONAL SURVEYOR - MICHIGAN SINCE 1995 #S41099
- BUSINESS OWNER - FULLFOLD SURVEYING & MAPPING, PC
→ SINCE 6/2002

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

Personal

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

If yes, please indicate potential conflicts.

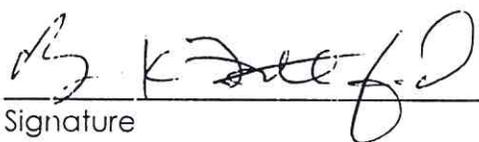
Are you aware of the time commitment necessary to serve on the committee, board and/or commission to which you seek appointment and will you have such time?

Yes No

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

PROFESSIONAL SURVEYOR - MICHIGAN & ALASKA

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



Signature

12/12/18

Date

Mail or return your completed application to:

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

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

**OTSEGO COUNTY
Board of Commissioners**



EXECUTIVE SUMMARY

AGENDA ITEM: Otsego County Lease Agreement with North County Community Mental Health	AGENDA DATE: December 18, 2018
AGENDA PLACEMENT: Consent Agenda, Item F.	ACTION REQUESTED: Motion to Approve
STAFF CONTACT(S): Rachel Frisch, County Administrator	ATTORNEY REVIEW: No

BACKGROUND/DISCUSSION:

Otsego County leases office space on the First Floor of the Alpine Center to North County Community Mental Health. This lease agreement extends that agreement for one year from 10/1/18 – 9/30/19, with an option to renew for one additional year.

RECOMMENDATION:

Staff requests approval of the lease agreement with North County Community Mental Health for a one-year period ending 9/30/19, with an option to renew.

AN AGREEMENT

between

COUNTY OF OTSEGO
A Body Corporate

At 225 West Main Street, Gaylord, Michigan 49735

and

NORTH COUNTRY COMMUNITY MENTAL HEALTH

An agreement made and entered into this 18th day of December in the year of 2018 by and between County of Otsego, as Lessor and the North Country Community Mental Health.

1. **Premised Land.** The Lessor hereby agrees to lease to the Lessee 13,204 square feet (the entire first floor) of the Premises located at 800 Livingston Boulevard, commonly known as the Alpine Center in the Township of Livingston, County of Otsego, State of Michigan (the "Premises").
2. **Term.** To have and to hold said Premises with all appurtenances for a term of one (1) year beginning on the 1st day of October, 2018 and ending on September 30, 2019 ("Initial Term"). Lessee may, at its option, provided it is not in default hereunder, upon not less than sixty (60) days advance written notice to Lessor by certified mail, return receipt requested, extend the term of this Rental Agreement for one (1) additional one-year term ("Renewal Term"), on the same terms and conditions set forth herein and at the rental amount set forth in paragraph 4 below.
3. **Holdover.** The Lessor has the absolute right to withhold its consent to any proposed holdover. If Tenant remains in possession of the Premises after the Termination Date with Landlord's consent, it will occupy the Premises as a holdover tenant on a month-to-month basis. Tenant will be subject to all the terms of this Lease to the extent they can be applied to a month-to-month tenancy.
4. **Rent.** Lessee shall pay Lessor rent in the amount of Seventy Thousand Nine Hundred Twenty-Seven and 68/100 dollars (\$70,927.68) per year, payable in installments of Five Thousand Nine Hundred Ten and 64/100 dollars (\$5,910.64) per month, with monthly payments due on the first of each month. In the event Lessee exercises its option for the Renewal Term, as provided in Paragraph 2 above, Base Rent shall increase by five (5%) percent to Seventy-Four Thousand Four Hundred Seventy-Four and 04/100 dollars (\$74,474.04) annually, payable in monthly installments of Six Thousand, Two Hundred Six and 17/100 (\$6,206.17) Dollars
5. **Cancellation.** Upon any willful breach, or upon default of any of the terms and conditions herein, or upon any willful breach or default of any of the terms and conditions located within all agreements between Lessor and Lessee, this Lease shall be deemed forfeited by Lessee and cancelled by the Lessor; provided, however, that the Lessor shall give notice to Lessee of any breach or default, and Lessee shall have thirty (30) days in which to cure any defaults.

- a. Should this Lease be terminated, cancelled or forfeited due to the willful breach by the Lessee, the Lessee shall peaceably give up to the Lessor the leased Premises in as good a condition as at the beginning of the term hereof, reasonable use and wear thereof and damage by the elements excepted. Improvements, additions or other construction made thereon by the Lessee shall become the property of the Lessor; however, Lessee may remove personal property and trade fixtures which can be removed without causing material damage to the Premises.
6. **Funding**: The Tenant cannot guarantee funding during the Term of this Agreement. The Tenant's existence and primary sources of funding are subject to federal, state, and county legislative action. If federal, state or county legislation, rules or judicial order are passed which provide for the eventual termination of the Lessee or, which in the determination of the Lessee reduces Lessee funding, then the Lessee may elect to immediately terminate this Agreement with no further liability to the Lessor except for payment for those services which have been provided by the Lessor as of the date of termination.
7. **Services Provided by Lessor**. The Lessor shall furnish the following services:
 - a. Ground Maintenance including all upkeep and cleaning of grounds as necessary
 - b. Parking Lot including the cleaning and maintenance of parking area, and for snow removal and lawn maintenance in a reasonable and timely manner.
 - c. Landlord shall furnish heat, sewer service and water services, said cost to be prorated among tenants.
8. **Services Provided by the Lessee**. The Lessee shall furnish at its own expense the following services:
 - a. Electric – Tenant shall pay for electric service, with separate meters being provided.
 - b. Janitorial Services – Each tenant shall be responsible for cleaning service of their unit(s).
9. **Obligation to Maintain and Repair**. The Lessee shall reimburse the Lessor for any repairs to the premises from damage, which exceeds normal wear and tear to be expected from lawful and proper use of the premises and the sole cause of which was the negligent acts or omissions of Lessee's employees.
 - a. The Lessee shall notify the Lessor or his agent of the need for any repairs or replacements, which are not the responsibility of the Lessee. The Lessor may enter upon the premises at any reasonable time for the purpose of inspection thereof to determine whether repairs or replacements are required and for the purpose of making such repairs and replacements.
10. **Alterations**. Tenant shall make no alterations, decorations, additions or improvements in or to demised premises without the written consent of the landlord first had and obtained, except those changes required by Tenant to accommodate necessary equipment to be installed at Tenant's expense.

11. **Signage**. Unit signs shall be limited to the Register located in building lobby.
 - a. Tenant will not cause or permit to be placed on the doors, windows, wall, fronts or sides of said building, or said demised premises or elsewhere in said building, any signs, placards, pictures, displays or other reading or advertising matter without the written consent of Landlord; and Tenant agrees that Landlord may, without notice, remove and destroy such signs, placards, pictures, etc. so placed without its consent.
12. **Insurance**. Tenant shall maintain and furnish proof of the following insurance: liability insurance covering both property damage and personal injury with minimum coverage of \$1,000,000 per occurrence, and shall name the Lessor as a named additional insured. Lessee shall furnish a copy of the insurance policy to Lessor on Lessor's request. Landlord agrees to maintain fire insurance on the building of the demised premises, and tenant agrees to maintain fire insurance on the contents of the demised premises.
13. **Mutual Indemnification**. Tenant will indemnify and defend Landlord against all claims for bodily injury or property damage relating to the Premises. The claims covered by this indemnification include all claims for bodily injury or property damage relating to (a) the condition of the Premises; (b) the use or misuse of the Premises or common areas by Tenant or its agents, contractors, or invitees; or (c) any event on the Premises or common areas, whatever the cause. Tenant's indemnification does not extend to liability for damages resulting from the sole or gross negligence of Landlord or for Landlord's intentional misconduct. Landlord will indemnify and defend Tenant against all claims for bodily injury or property damage relating to the common areas of the Property. The claims covered by this indemnification include all claims for bodily injury or property damage relating to (a) the condition of the common areas; (b) the use or misuse of the common areas by Landlord or its agents, contractors, or invitees.
14. **Successors and Assigns**. The covenants, conditions, and agreements made and entered into by the parties hereto, are hereby declared binding upon the successors and assigns of the Lessor, and upon their heirs, administrators, executors, and assigns of the Lessee.
15. **Transfer of Interest**. It is further agreed that the Lessee shall not assign or transfer this Lease, nor sublet any of the Premises, including the buildings or improvements thereon, except as herein provided, without the written consent and approval of the Lessor, which shall not be unreasonably withheld.
16. **Use of the Premises**. Tenant will not use the Premises in any matter which violates the Building Rules or Applicable Laws. The Building Rules may be amended by Landlord in its sole discretion.
17. **Compliance with Federal Circular A-87**. The Lessor acknowledges that Lessee is responsible for compliance with the provisions of Federal Circular A 87 pursuant to the requirements of its contract with the Michigan Department of Community Health regarding real property lease payments. Such requirements prevent Lessee from making lease payments in amounts that exceed the Lessor's cost attributable to the portion of the leased premises occupied by the

Lessee. To assure compliance, Lessor agrees to provide a description of property cost allocations to Lessee on an annual basis, on or before August 31.

18. **Notices.** Notices required under this Agreement shall be deemed proper if duly sent by United States First Class mail or via facsimile and addressed to the parties at the following address:

- i. LESSOR: Otsego County
 - a. Attn: Rachel Frisch
 - b. County Administrator
 - c. 225 W. Main Street
 - d. Gaylord, MI 49735

- ii. LESSEE: North Country Community Mental Health
 - a. Attn: Contract Manager
 - b. 1420 Plaza Drive
 - c. Petoskey, MI 49770

19. **Entire Agreement.** This Agreement represents the entire and integrated agreement between the Lessor and the Lessee superseding all prior negotiations, representations, or agreements, either written or oral. This Agreement may be amended only by written instrument signed by both the Lessor and the Lessee. Nothing contained in this Agreement, nor the performance of the parties hereunder, shall inure to the benefits of any third party.

IN WITNESS WHEREOF, the parties hereto have caused these presents to be signed as of the _____ Day of _____, 2018.

LESSOR:
OTSEGO COUNTY

BY: _____

Its: _____

LESSEE:
**NORTH COUNTRY COMMUNITY
MENTAL HEALTH**

BY: _____

Its: _____

**OTSEGO COUNTY
Board of Commissioners**



EXECUTIVE SUMMARY

AGENDA ITEM: Mid Michigan Medical Examiners (MMME) Group Contract for Services	AGENDA DATE: December 18, 2018
AGENDA PLACEMENT: Special Presentations, Item B.	ACTION REQUESTED: Motion to Approve
STAFF CONTACT(S): Rachel Frisch, County Administrator	ATTORNEY REVIEW: No

BACKGROUND/DISCUSSION:

Extensive research has shown that contracting with the MMME Group would provide the County with extensive training, administrative, and cost saving opportunities. The contract length is 3/1/19 – 12/31/19 and then for a 4-year term 1/1/20 – 12/31/23. The contract estimates a net annual budget of \$70,139 plus a one-time setup fee of \$13,830 for 2019, plus an additional 3% each year for the remaining 4 years.

RECOMMENDATION:

Staff requests approval of the contract for Medical Examiner services with the Mid Michigan Medical Examiners Group, for a length of 3/1/19 – 12/31/19 and then for a 4-year term 1/1/20 – 12/31/23.

MEDICAL EXAMINER CONTRACT

THIS AGREEMENT made and entered into this 18th day of December, 2018, by and between the COUNTY OF OTSEGO, a municipal corporation and political subdivision of the State of Michigan (hereinafter referred to as the "County") and Paul A. Wagner, D.O. and Mid Michigan Medical Examiner Group LLC (MMMEG) (hereinafter referred to as the "Contractors")

WITNESSETH:

WHEREAS, the Contractor has been appointed OTSEGO County Medical Examiner by the County Board of Commissioners pursuant to 1953 P.A. 181, as amended, MCLA 52.201 et seq.g (hereinafter referred to as the "County Medical Examiners Act"); and

WHEREAS, the County and the Contractors desire to set forth the terms and conditions of Dr. Paul A. Wagner's appointment and Mid Michigan Medical Examiner Group LLC terms in writing.

NOW THEREFORE, for and in consideration of the mutual covenants hereinafter contained, IT IS HEREBY AGREED, as follows:

FIRST: **General Scope of Services.** The Contractors, during the duration of the Agreement and pursuant to the County Medical Examiner's Act, shall serve as the OTSEGO County Medical Examiner performing the following services:

- i. Conducting on-scene investigations in all cases of persons who have come to their death by violence, or whose death is unexpected, or without medical attendance during forty-eight (48) hour prior to the hour of death unless the attending physician, if any, is able to determine accurately the cause of death, whether the result of an abortion, whether self-induced or otherwise, or the death of any prisoner in a County or City Jail.
- ii. Be available to respond and assist prosecuting attorneys, defense attorneys, funeral directors, law enforcement professionals, healthcare institutions, organ procurement organizations and families regarding the unexpected and unexplained deaths of the county.
- iii. Issue death certificates, cremation permits, and fulfill records requests.
- iv. Lead and direct investigations of all reported deaths pursuant to the requirements of the laws of the State of Michigan.
- v. Provide in-service training to Medical Examiner Investigators.
- vi. Arrange with other physicians for providing of autopsies, toxicology, anthropology, and DNA services when the need arises. Negotiate and execute contracts for those support services.
- vii. Respond to requests for reports with descriptive & statistical data (i.e. Opioid data).
- viii. Maintain departmental budget.
- ix. Conduct internal quality assurance reviews on case investigations and records.

SECOND: **Compensation.** The Contractor shall be compensated for the services rendered pursuant to this agreement as follows in Exhibit "A" with payment made to and accepted by Mid Michigan Medical Examiner

Group, LLC on Paul A. Wagner's behalf. The contractor shall invoice the county for services on a quarterly basis and paid within thirty (30) days of receipt by the County unless a dispute exists over the amount claimed due and owing.

THIRD: **Cremation Permits and Death Certificates**. Cremation permits are fulfilled within a 24-hour time limit of receipt of all required information on all business days. A faxed or scanned receipt of the request and proof of cremation permit pre-payment as listed in Exhibit "A" is required to be made to the county credit card system or to the county in-person. Death certificates will be completed and signed after being faxed or scanned to the contractor's office.

FOURTH: **Medical Examiner Investigators (MEI)**. MEI's are compensation as approved by the County and reviewed through fiscal budgeting. Monthly MEI reimbursement will initially be sent to and reviewed by the contractor. The contractor will then submit approved vouchers to the county on a monthly basis. Mileage shall be paid equal to that of the county rate. A rare Special Intensive Case Stipend of \$100 may be requested on an individual basis of the Board of Commissioners for approval.

FIFTH: **Subcontractors**. Forensic Pathology Services, Toxicology, Anthropology, and Deceased Transportation services will be subcontracted with selected providers that meet all agreed upon requirements of both the contractor and the county. The contractor will and negotiate and help execute contracts for those support services. Support services invoices will be received and reviewed by the contractor. The contractor will then submit monthly approved vouchers to the county for direct payment. The contractor will assist the county with the Medical Examiner Department budget annually.

SIXTH: **Maintenance of Records**. The Contractors shall prepare, keep, and maintain records verifying expenses and performance of services for which the Contractors have been compensated pursuant to this Agreement. The contractors will maintain a record on every death reported to the office, whether or not jurisdiction is accepted. This retention may remain in the contractor's office for 3 years then subsequently turned over to the County offices for storage.

SEVENTH: **County's Retention of Records**. The County shall have the sole and exclusive right to the retention of all original case records pertaining to the services rendered by the Contractors pursuant to this Agreement. The Contractors shall have access to appropriate case records when such access is required for performance of services to be provided under this Agreement. Upon the completion or termination of the Agreement, all original case records in the Contractors' possession shall be turned over to the County provided, however, that the Contractor shall have access to the records upon written request.

EIGHTH: **Use of Facilities**. The county will allow at no charge:

- i. If needed, use of a conference room or office in Otsego County, for meetings with family and next-of-kin to address questions about the results of a death investigation or trainings.
- ii. Use of space within Otsego County for storage of body bags, tags, and personal protection equipment.

NINTH: **Independent Contractor Status**. It is expressly understood and agreed that the Contractors, administrative personnel, and non-Otsego County employee Medical Examiner Investigators, shall not be, nor be held hold himself out as employees of the County and shall not be entitled to any fringe benefits of the County such as including, but not limited to, health and accident insurance, life insurance, paid sick or vacation leave, or longevity. The independent contractors shall be responsible for withholding and payment of all applicable taxes, including income and social security taxes to the proper federal, state, and local governments, which arise out of this Agreement.

TENTH: **License Requirements**. Dr. Paul A. Wagner, shall meet all federal, state, and local license and or authorization requirements to practice medicine. Failure to obtain and/or maintain any license and authorization requirements to practice medicine and/or loss of the same shall result in the immediate and automatic termination of this Agreement.

ELEVENTH: **Liability Insurance Required of Contractor**. Dr. Paul A. Wagner, shall carry insurance of at least one million dollars including contractual provisions protecting the county from liability, including indemnification and Hold Harmless provisions. This shall be maintained throughout the life of this agreement and evidence provided upon request.

TWELVETH: **Compliance with the Law**. The Contractors, while engaging in any activity pursuant to this Agreement, shall comply with all applicable federal, state, and local laws, ordinances, rules and regulations. Further, they shall not advocate, nor assist in violating any laws of the United States of the State of Michigan.

THIRTEENTH: **Waivers**. No failure or delay on the part of either of the parties to this Agreement in exercising any right, power, or privilege there under shall operate as a waiver thereof, nor shall single or partial exercise of any right, power, or privilege preclude any other or further exercise of any right, power, or privilege.

FOURTEENTH: **Amendment of the Agreement**. Modifications, amendments or waivers of any provision of this Agreement may be made only by the written mutual consent of the parties hereto.

FIFTEENTH: **Nondiscrimination**. The Contractors shall comply with all applicable federal, state, and local laws and regulations prohibiting discrimination. Breach of this covenant shall be regarded as a material breach of this Agreement.

SIXTEENTH: **Disregarding Titles**. The titles of the sections set forth in this Agreement are inserted for the convenience of reference only and shall be disregarded when construing or interpreting any of the provisions of this agreement.

SEVENTEENTH: **Completeness of the Agreement**. This Agreement and Exhibit "A" attached hereto contain all the terms and conditions agreed upon by the parties hereto, and no other agreements, oral or otherwise, regarding the subject matter of this Agreement or any part thereof shall have any validity or bind any of the parties hereto.

EIGHTEENTH: **Agreement Period and Termination**. This Agreement shall become effective on the March 1, 2019, and shall continue until the expiration of the term of appointment, which shall be December 31, 2023. Notwithstanding any other provisions in this Agreement to the contrary, this Agreement may

be terminated by either of the parties hereto upon sixty (60) days prior written notification to the other party and pursuant to the County Medical Examiner's Act, MCL 52.201 et seq.

NINETEENTH: **Invalid Provisions**. If any provision of this Agreement is held to be invalid, the remainder of the Agreement shall not be affected thereby, except where the invalidity of the provision would result in the illegality or unenforceability of this Agreement.

TWENTIETH: **Certification**. The person signing this Agreement on behalf of the parties hereto certify by their signatures that they are duly authorized to sign on behalf of said parties and that this Agreement has been authorized by said parties.

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

WITNESSED BY:

COUNTY OF OTSEGO:

Chairperson

OTSEGO County Board of Commissioners

WITNESSED BY:

CONTRACTORS:

Paul A. Wagner, D.O.

Mid Michigan Medical Examiners Group, LLC

EXHIBIT A

PAYMENT SCHEDULE

The annual fee offered pro-rated for the remainder of 2019 and thereafter for 4 years (2020, 2021, 2022, 2023) with an annual increase of 3%.

Medical Examiner Full Services: \$ 24,922

(M.E. Physician -Database- Phone -Prof.Memberships-Uniforms-Supplies-Training- Administrative Staffing - Case Administration-Reporting-Death Certificate Processing-Records Requests).

Autopsy/Case Related Death Costs: \$ 50,017

(Including Autopsy, Toxicology, MEI, Transportation. Mileage- Case Related Costs). This line is for Budget purposes only. This is an estimate only. End of year *surplus remains within the county.*

Cremation Income: Estimated 128 Requests @ \$50/ea.= \$ 6,400 less 25% handling fee= \$ 4,800
Cremation permit fees shall be entered into a separate Income Line Item. Quarterly handling fee payments shall be made to MMMEG as invoiced. Cremation Permits will be prepayment by the funeral homes either by the existing county credit card system or in-house. This ensures that the asset of cremation permit income is closely monitored for the county.

NET ANNUAL BUDGET: \$70,139

One-Time Training/Implementation Set up Fee: \$ 13,830.

Additional Service Fee for Court Appearances and Mileage: \$100/hour + standard mileage fee

**OTSEGO COUNTY
Board of Commissioners**



EXECUTIVE SUMMARY

AGENDA ITEM: Appoint Dr. McNamara as the Otsego County Medical Examiner from 1/1/19 – 2/28/19	AGENDA DATE: December 18, 2018
AGENDA PLACEMENT: Special Presentations, Item C.	ACTION REQUESTED: Motion to Approve
STAFF CONTACT(S): Rachel Frisch, County Administrator	ATTORNEY REVIEW: No

BACKGROUND/DISCUSSION:

The County desires to appoint Dr. McNamara to be the Otsego County Medical Examiner, for a two-month term 1/1/19 – 2/28/19.

RECOMMENDATION:

Staff requests the appointment of Dr. McNamara for 2 months in 2019, term expiring 2/28/19.

**OTSEGO COUNTY
Board of Commissioners**



EXECUTIVE SUMMARY

AGENDA ITEM: Appoint Dr. Wagner as the Otsego County Medical Examiner from 3/1/19 – 12/31/19 and then for a 4-year term from 12/1/20 – 12/31/23	AGENDA DATE: December 18, 2018
AGENDA PLACEMENT: Special Presentations, Item D.	ACTION REQUESTED: Motion to Approve Otsego County Resolution
STAFF CONTACT(S): Rachel Frisch, County Administrator	ATTORNEY REVIEW: No

BACKGROUND/DISCUSSION:

The County desires to appoint Dr. Wagner to be the Otsego County Medical Examiner, for a ten-month term for the remainder of 2019, 3/1/19 – 12/31/19, and then for a 4-year term 1/1/20 – 12/31/23.

RECOMMENDATION:

Staff requests the appointment of Dr. Wagner for 10 months in 2019 (3/1/19 – 12/31/19), and then a 4-year term, expiring 12/31/23.

OTSEGO COUNTY
Board of Commissioners



EXECUTIVE SUMMARY

AGENDA ITEM: OCR 18-30: 2019 Budget and General Appropriations Act	AGENDA DATE: December 18, 2018
AGENDA PLACEMENT: Committee Reports, A. Budget and Finance Committee, Item 1.	ACTION REQUESTED: Motion to Approve Resolution
STAFF CONTACT(S): Rachel Frisch, County Administrator	ATTORNEY REVIEW: No

BACKGROUND/DISCUSSION:

The Budget and Finance Committee has been working in conjunction with County Administration and County Departments to develop and review the proposed 2019 Budget and General Appropriations Act. The Committee recommends approval.

The full draft of the FY2019 budget can be viewed by visiting www.otsegocountymi.gov

RECOMMENDATION:

Staff requests approval of OCR 18-30 the 2019 Budget and General Appropriations Act.

Minutes of a regular meeting of the Otsego County Board of Commissioners, held in Room 100, 225 West Main, Gaylord, MI 49735, on the 18th day of December, 2018, at 9:30 a.m.

PRESENT:

ABSENT:

The following preamble and resolution were offered by Commissioner Beachnau.

OCR 18-30
Fiscal Year 2019 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 2019 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 2019 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 2019 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 2019 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 2019, 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 (2018 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 \$88,712 of the estimated \$177,424 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 (2019 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 2019 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 280.
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 2019 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.

**APPENDIX A
AUTHORIZED TAX RATES 2019 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	0.0003500
ROAD COMMISSION	0.0010000
SPORTSPLEX OPERATING	0.0002500
SPORTSPLEX BUILDING AND MAINTENANCE	0.0001875
UNIVERSITY CENTER OF GAYLORD	0.0005569
TOTAL	0.0106960

* In accordance with the state mandated tax shift, the county operating millage will be levied in July, 2019 for the 2019 budget year; all other millages listed will be levied in December, 2018 for the 2019 budget year.

APPENDIX B

County Roster 2019

Department	Full-time	Part-time	Seasonal	Elected
Airport	2			
Animal Control	4	1		
Board of Commissioners				9
Bus System	16	6		
Clerk/ROD	4	1		
County Administration	2			
Equalization	2	1		
Finance	1	1		
Human Resources	1	1		
Land Use Services	6			
MSU Extension		1		
Parks and Recreation	5	2	8	
Prosecutor	8			
Sheriff	28	2	1	
Treasurer	3	1		
Veterans/Housing/Grants	1	1	1	

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

OTSEGO COUNTY – 2019 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	3

OTSEGO COUNTY PROPOSED BUDGET
 FOR THE YEAR ENDED DECEMBER 31, 2019
 ALL FUNDS AND COMPONENT UNITS
 SUMMARY OF BUDGET TOTALS

	<u>2019</u>	<u>2018</u>	
	<u>PROPOSED BUDGET</u>	<u>PROPOSED BUDGET</u>	
General Funds			
101 General Fund	\$ 8,611,372	\$ 8,244,739	4.45%
257 Budget Stabilization	\$ 4,000	\$ 5,000	-20.00%
280 Legal Defense Fund	\$ 40,000	\$ 35,000	14.29%
293 Soldiers' Relief Fund	\$ 5,000	\$ 5,000	0.00%
	<u>\$ 8,660,372</u>	<u>\$ 8,289,739</u>	4.47%
Special Revenue Funds			
205 Work Camp Fund	\$ 120,905	\$ 152,169	-20.55%
208 Parks and Recreation	\$ 530,412	\$ 521,131	1.78%
209 Groen Nature Preserve Fund	\$ 229,569	\$ 303,367	-24.33%
212 Animal Control	\$ 443,935	\$ 523,264	-15.16%
215 Friend of the Court Fund	\$ 527,296	\$ 480,607	9.71%
226 Recycling Fund	\$ 319,219	\$ 355,700	-10.26%
232 Housing Fund	\$ 149,756	\$ 168,627	-11.19%
233 HUD Grant Fund	\$ 275,000	\$ 232,500	18.28%
243 Brownfield Redevelopment	\$ 17,792	\$ 30,926	-42.47%
245 Public Improvement Fund	\$ 10,000	\$ 10,000	0.00%
249 Building Inspection Fund	\$ 630,419	\$ 563,751	11.83%
256 Register of Deeds Automation	\$ 37,000	\$ 35,000	5.71%
260 Michigan Indigent Defense	\$ 144,368	\$ -	
261 911 Service Fund	\$ 656,000	\$ 668,300	-1.84%
263 Concealed Pistol Licensing Fund	\$ 10,150	\$ 10,000	1.50%
264 LCL Officers Training Fund	\$ 4,500	\$ 4,500	0.00%
266 Equipment Fund	\$ 143,475	\$ 142,000	1.04%
269 Law Library	\$ 3,500	\$ 3,500	0.00%
271 Library	\$ 814,883	\$ 802,049	1.60%
290 Social Welfare Fund	\$ 9,480	\$ 9,120	3.95%
292 Child Care Fund	\$ 903,824	\$ 893,155	1.19%
294 Veterans' Trust Fund	\$ -	\$ 5,000	-100.00%
	<u>\$ 5,981,483</u>	<u>\$ 5,914,666</u>	1.13%
Debt Service Fund	\$ 736,700	\$ 725,000	1.61%
Internal Service Funds			
637 Building and Grounds Fund	\$ 524,464	\$ 489,403	7.16%
645 Administrative Services Fund	\$ 644,354	\$ 611,191	5.43%
647 Health Care Fund	\$ 1,385,000	\$ 1,385,000	0.00%
	<u>\$ 2,553,818</u>	<u>\$ 2,485,594</u>	2.74%

Enterprise Funds

281	Airport	\$ 1,044,694	\$ 1,063,176	-1.74%
282	Airport Special Events Fund	\$ 188,000	\$ 188,000	0.00%
516	Delinquent Tax Fund	\$ 664,108	\$ 468,010	41.90%
588	Otsego County Bus System	\$ 1,450,103 *	\$ 2,033,182	-28.68%
593	Advertising - 175 Sign Fund	\$ 500	\$ 3,000	-83.33%
595	Jail Commisary	\$ 15,855	\$ 16,106	-1.56%
616	Homestead Audit Fund	\$ 1,700	\$ 1,925	-11.69%
617	Tax Foreclosure Fund	\$ 316,058	\$ 175,000	80.60%
618	GIS Project and Aerial	\$ 45,085	\$ 74,768	-39.70%
		<u>\$ 3,726,103</u>	<u>\$ 4,023,167</u>	-7.38%

Capital Projects Funds

469	University Center Capital Projects Fund	\$ -	\$ 684,834	-100.00%
471	Library Building Fund	\$ -	\$ -	#DIV/0!
472	Library Building Construction Bond Fund	\$ 897,003	\$ 99,865	798.22%
473	Library Construction Millage Fund	\$ 468,984	\$ 491,890	-4.66%
474	Tennis Court Construction Fund	\$ -	\$ -	#DIV/0!
475	Trail Construction Fund	\$ 2,740,133	\$ -	#DIV/0!
476	Gaylord Gateway Trailhead	\$ 48,827	\$ -	#DIV/0!
481	Airport Capital Projects	\$ 50,000	\$ 20,000	150.00%
494	Groen Capital Projects Fund II	\$ 310,000	\$ -	#DIV/0!
495	Groen Nature Preserve Capital Projects Fund	\$ -	\$ -	#DIV/0!
497	Courthouse Restoration Fund	\$ 45,000	\$ 45,000	0.00%
499	Capital Projects Fund	\$ 465,000	\$ 370,000	25.68%
		<u>\$ 5,024,947</u>	<u>\$ 1,711,589</u>	193.58%

**TOTAL COUNTY BUDGET, WITHOUT
COMPONENT UNITS**

<u>\$ 26,683,423</u>	<u>\$ 23,149,755</u>	15.26%
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Component Units

201	Road Commission	\$ 11,532,075	\$ 10,189,575	13.18%
210	EMS/Ambulance	\$ 2,350,343	\$ 2,333,164	0.74%
213	University Center - Restricted	\$ 711,192	\$ 688,834	3.25%
216	University Center - Unrestricted	\$ -	\$ -	0.00%
217	Sportsplex Operating	\$ 867,300	\$ 889,740	-2.52%
297	Commission on Aging	\$ 1,967,991 *	\$ 1,930,374	1.95%
465	Road Construction Fund	\$ 1,250,623	\$ 1,229,724	1.70%
468	Sportsplex Building Maintenance Fund	\$ 234,492	\$ 230,573	1.70%
594	UCMAN	\$ 62,248	\$ 90,000	-30.84%
		<u>\$ 18,976,264</u>	<u>\$ 17,581,984</u>	7.93%

**TOTAL COUNTY BUDGET, INCLUDING
COMPONENT UNITS**

<u>\$ 45,659,687</u>	<u>\$ 40,731,739</u>	12.10%
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* Fund has a fiscal year ending 9/30.

**OTSEGO COUNTY
Board of Commissioners**



EXECUTIVE SUMMARY

AGENDA ITEM: Sheriff's Work Camp Budget Amendment	AGENDA DATE: December 18, 2018
AGENDA PLACEMENT: Committee Reports, A. Budget and Finance Committee, Item 2.	ACTION REQUESTED: Motion to Approve
STAFF CONTACT(S): Rachel Frisch, County Administrator	ATTORNEY REVIEW: No

BACKGROUND/DISCUSSION:

The Sheriff's Work Camp has had fewer participants the past year and needs additional funding to get through the rest of 2018. A transfer of \$20,000 from the Sheriff's budget will be sufficient. This has been recommended by the Budget and Finance Committee.

RECOMMENDATION:

Staff requests approval of the budget amendment for the Sheriff's Work Camp.



**OTSEGO COUNTY
BUDGET AMENDMENT**

FUND/DEPARTMENT: Work Camp (205)

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 Adjustments to work camp budget for 2018

REVENUE

Account Number	Decrease	Increase
205-050-699.030 Other Source Transfers	\$	\$ 20,000
	\$	\$
	\$	\$
	\$	\$
Total	\$	\$

EXPENDITURE

Account Number	Increase	Decrease
101-301-703.030 Regular - Hourly	\$	\$ 20,000
101-301-999.000 Transfer Out	\$ 20,000	\$
205-941-999.990 Contribution to fund balance	\$ 20,000	\$
	\$	\$
	\$	\$
	\$	\$
Total	\$	\$

Department Head Signature

Date

Rachel Frisch
Administrator's Signature

12.12.18
Date

Finance Department
Entered:
By:

12/18/18

Board Approval Date (if necessary)

Budget Adjustment #

Posting Number

**OTSEGO COUNTY
Board of Commissioners**



EXECUTIVE SUMMARY

AGENDA ITEM: Budget Amendment for Professional Services	AGENDA DATE: December 18, 2018
AGENDA PLACEMENT: Committee Reports, A. Budget and Finance Committee, Item 3.	ACTION REQUESTED: Motion to Approve
STAFF CONTACT(S): Rachel Frisch, County Administrator	ATTORNEY REVIEW: No

BACKGROUND/DISCUSSION:

An additional fee to be paid to the auditors for professional services during the transition of the County's new Finance Director. This has been recommended by the Budget and Finance Committee.

RECOMMENDATION:

Staff requests approval of the professional services budget amendment.



**OTSEGO COUNTY
BUDGET AMENDMENT**

FUND/DEPARTMENT: Administration 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 Amendment for professional fee

REVENUE

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

EXPENDITURE

Account Number	Increase	Decrease
645-201-703.010 Salary	\$	\$ 5,000
645-201-801.020 Professional	\$ 5,000	\$
	\$	\$
	\$	\$
	\$	\$
	\$	\$
Total	\$ 5,000	\$ 5,000

Department Head Signature _____ Date _____

Rachel Jirsch _____ 12.12.18
Administrator's Signature Date

Finance Department
Entered:
By:

12/18/18 _____ _____
Board Approval Date (if necessary) Budget Adjustment # Posting Number

OTSEGO COUNTY
Board of Commissioners



EXECUTIVE SUMMARY

AGENDA ITEM: Bid Award for Alpine Center Carpeting	AGENDA DATE: December 18, 2018
AGENDA PLACEMENT: Committee Reports, A. Budget and Finance Committee, Item 4.	ACTION REQUESTED: Motion to Approve
STAFF CONTACT(S): Rachel Frisch, County Administrator	ATTORNEY REVIEW: No

BACKGROUND/DISCUSSION:

The office space located at the first floor of the Alpine Center, that is leased by North County Community Mental Health, has areas where the carpet is very old and worn. One bid was received, from Hickerson Floor & Tile Haus, for \$24,526.40. This is already budgeted for in the Capital Projects Fund (Fund 499) and has been recommended by the Budget and Finance Committee.

RECOMMENDATION:

Staff requests awarding the bid for carpeting in the Alpine Center on the first floor to Hickerson Floor & Tile Haus, for \$24,526.40.



**OTSEGO COUNTY ADMINISTRATION
 BID REGISTER LOG/PRELIMINARY TABULATION SHEET**

BID NUMBER: 2018-11

DATE/TIME BIDS DUE: Monday, November 19, 2018 at 10:00am

TITLE: Alpine Center Carpet

DATE/TIME OF BID OPENING: Monday, November 19, 2018 at 10:10am

ADVERTISED: Yes

BID DEPOSIT REQUIRED: N/A

ADDENDUM/DATES:

BIDS/PROPOSAL RECEIVED

	COMPANY NAME	LOCATION	PRELIMINARY TOTAL BID	PRELIMINARY RANK
1.	HICKERSON FLOOR & TILE HAUS	GAYLORD, MI	\$24,526.40	1
2.				
3.				
4.				
5.				
6.				
7.				
8.				
9.				
10.				

**OTSEGO COUNTY
Board of Commissioners**



EXECUTIVE SUMMARY

AGENDA ITEM: Bid Award for Alpine Center Painting	AGENDA DATE: December 18, 2018
AGENDA PLACEMENT: Committee Reports, A. Budget and Finance Committee, Item 5.	ACTION REQUESTED: Motion to Approve
STAFF CONTACT(S): Rachel Frisch, County Administrator	ATTORNEY REVIEW: No

BACKGROUND/DISCUSSION:

The office space located at the first floor of the Alpine Center, that is leased by Community Mental Health, is in need of painting. One bid was received, from Bulldog Painting, for \$15,078. This is already budgeted for in the Capital Projects Fund (Fund 499) and has been recommended by the Budget and Finance Committee.

RECOMMENDATION:

Staff requests awarding the bid for painting in the Alpine Center on the first floor to Bulldog Painting, for \$15,078.



**OTSEGO COUNTY ADMINISTRATION
 BID REGISTER LOG/PRELIMINARY TABULATION SHEET**

BID NUMBER: 2018-11

DATE/TIME BIDS DUE: Monday, November 19, 2018 at 10:00am

TITLE: Alpine Center Carpet

DATE/TIME OF BID OPENING: Monday, November 19, 2018 at 10:10am

ADVERTISED: Yes

BID DEPOSIT REQUIRED: N/A

ADDENDUM/DATES:

BIDS/PROPOSAL RECEIVED

	COMPANY NAME	LOCATION	PRELIMINARY TOTAL BID	PRELIMINARY RANK
1.	BULLDOG PAINTING	GAYLOID, MI	\$15,078.00	1*
2.				
3.				
4.				
5.				
6.				
7.				
8.				
9.				
10.				

* BID TURNED IN LATE @ 11:50PM ; authorized by Budget + Finance Committee, as it was the only bid received.

DEPARTMENT REPORT FOR COMMISSIONER'S MEETING

MEETING DATE: ~~11/27/2018~~ 12-18-2018

DEPARTMENT: Treasurer

PRESENTER: Diann Axford, Director

OTSEGO COUNTY
Board of Commissioners



EXECUTIVE SUMMARY

AGENDA ITEM: December 4, 2018 Warrant	AGENDA DATE: December 18, 2018
AGENDA PLACEMENT: New Business, A. Financials, Item 1	ACTION REQUESTED: Motion to Approve
STAFF CONTACT(S): Rachel Frisch, 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 December 4, 2018 warrant is in the amount of \$186,691.03. Major expenditures in the warrant include:

- \$88,064.77 – MERS – November 2018 premium
- \$46,750.00 – Spartan Sewer – Dump Station at County Park

RECOMMENDATION:

Staff requests approval of the warrant detailed above with a total amount of \$186,691.03.

CHECK DISBURSEMENT REPORT FOR COUNTY OF OTSEGO
 CHECK DATE FROM 12/04/2018 - 12/04/2018

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 101 GENERAL FUND							
12/04/2018	AP	2037(E)*#	FIRST BANKCARD	TREAS ACTIVITY 10/11/18-11/10/18	970.450	131	600.00
				TREAS ACTIVITY 10/11/18-11/10/18	726.000	228	392.00
				TREAS ACTIVITY 10/11/18-11/10/18	726.000	253	255.51
				TREAS ACTIVITY 10/11/18-11/10/18	726.000	253	101.09
				TREAS ACTIVITY 10/11/18-11/10/18	930.600	253	75.00
				SHERIFF ACTIVITY 10/12/18-11/8/18	726.000	301	80.72
				SHERIFF ACTIVITY 10/12/18-11/8/18	726.000	301	10.41
				SHERIFF ACTIVITY 10/12/18-11/8/18	930.450	301	13.65
				SHERIFF ACTIVITY 10/12/18-11/8/18	930.500	301	1,216.96
				SHERIFF ACTIVITY 10/12/18-11/8/18	726.000	351	10.41
				SHERIFF ACTIVITY 10/12/18-11/8/18	726.000	351	80.71
				CHECK AP 2037(E) TOTAL FOR FUND 101:			<u>2,836.46</u>
12/04/2018	AP	73827	ERIC MORGAN	COUNTY BURIAL ALLOWANCE, VETERAN	930.960	681	300.00
12/04/2018	AP	73830	IMAGE FACTORY INC	CRIMINAL JUDGE DRAW CARDS	726.000	215	141.00
12/04/2018	AP	73832	JANETTE NORTON	PLANNING COMMISSION MEETING / NOVEMBER 19, 2018	703.040	721	50.00
				PLANNING COMMISSION MEETING / NOVEMBER 19, 2018	930.500	721	5.00
				CHECK AP 73832 TOTAL FOR FUND 101:			<u>55.00</u>
12/04/2018	AP	73833	JASON CAVERSON	PLANNING COMMISSION MEETING / NOVEMBER 19, 2018	703.040	721	50.00
				PLANNING COMMISSION MEETING / NOVEMBER 19, 2018	930.500	721	15.00
				CHECK AP 73833 TOTAL FOR FUND 101:			<u>65.00</u>
12/04/2018	AP	73835	JIM HILGENDORF	PLANNING COMMISSION MEETING / NOVEMBER 19, 2018	703.040	721	50.00
				PLANNING COMMISSION MEETING / NOVEMBER 19, 2018	930.500	721	20.00
				CHECK AP 73835 TOTAL FOR FUND 101:			<u>70.00</u>
12/04/2018	AP	73836	JUDITH JARECKI	PLANNING COMMISSION MEETING / NOVEMBER 19, 2018	703.040	721	50.00
				PLANNING COMMISSION MEETING / NOVEMBER 19, 2018	930.500	721	15.00
				CHECK AP 73836 TOTAL FOR FUND 101:			<u>65.00</u>
12/04/2018	AP	73837	KENNETH ARNDT	PLANNING COMMISSION MEETING / NOVEMBER 19, 2018	703.040	721	50.00
				PLANNING COMMISSION MEETING / NOVEMBER 19, 2018	930.500	721	5.00
				CHECK AP 73837 TOTAL FOR FUND 101:			<u>55.00</u>

CHECK DISBURSEMENT REPORT FOR COUNTY OF OTSEGO
 CHECK DATE FROM 12/04/2018 - 12/04/2018

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 101 GENERAL FUND							
12/04/2018	AP	73841	MARK MONROE	10-22-18 JURY DUTY SERVICE	930.930	145	20.60
12/04/2018	AP	73846	NORA HOLLY CORFIS	PLANNING COMMISSION MEETING / NOVEMBER 19, 2018	703.040	721	50.00
				PLANNING COMMISSION MEETING / NOVEMBER 19, 2018	930.500	721	14.00
				CHECK AP 73846 TOTAL FOR FUND 101:			<u>64.00</u>
12/04/2018	AP	73852	STEVE J BAUMAN	PLANNING COMMISSION MEETING / NOVEMBER 19, 2018	703.040	721	50.00
				PLANNING COMMISSION MEETING / NOVEMBER 19, 2018	930.500	721	1.00
				CHECK AP 73852 TOTAL FOR FUND 101:			<u>51.00</u>
12/04/2018	AP	73854	WILLARD L BROWN	PLANNING COMMISSION MEETING / NOVEMBER 19, 2018	703.040	721	50.00
				PLANNING COMMISSION MEETING / NOVEMBER 19, 2018	930.500	721	20.00
				CHECK AP 73854 TOTAL FOR FUND 101:			<u>70.00</u>
12/04/2018	AP	73857	JUSTIN HOLZSCHU	MEDICAL EXAMINER EXPENSE VOUCHER	801.020	648	630.00
				MEDICAL EXAMINER EXPENSE VOUCHER	801.020	648	100.00
				MEDICAL EXAMINER VOUCHER	801.020	648	510.00
				MEDICAL EXAMINER VOUCHER	801.020	648	100.00
				MEDICAL EXAMINER EXPENSE VOUCHER	930.460	648	337.50
				MEDICAL EXAMINER EXPENSE VOUCHER	930.500	648	40.00
				MEDICAL EXAMINER VOUCHER	930.500	648	15.00
				CHECK AP 73857 TOTAL FOR FUND 101:			<u>1,732.50</u>
12/04/2018	AP	73858#	OTSEGO COUNTY EMS	EMERGENCY MANAGEMENT CONTRACT FOR THE 4TH QUARTER A	940.010	427	7,500.00
				EMERGENCY MANAGEMENT CONTRACT FOR THE 4TH QUARTER A	930.240	648	300.00
				CHECK AP 73858 TOTAL FOR FUND 101:			<u>7,800.00</u>
				Total for fund 101 GENERAL FUND			13,325.56
Fund: 205 WORK CAMP							
12/04/2018	AP	2037(E)*#	FIRST BANKCARD	SHERIFF ACTIVITY 10/12/18-11/8/18	726.046	301	159.99
				Total for fund 205 WORK CAMP			159.99
Fund: 208 PARKS AND RECREATION							
12/04/2018	AP	73822	ACTIVE APPRAISAL, LLC	18254 APPRAISAL FOR LOT 21	801.020	752	250.00
12/04/2018	AP	73826*#	CITY OF GAYLORD	WATER BILL	920.200	752	51.75
12/04/2018	AP	73839	KSS ENTERPRISES	1126305 ROLL TOWEL	726.025	752	69.04

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 208 PARKS AND RECREATION							
12/04/2018	AP	73843	MEYER ACE	#6521 FINANCE CHARGE	726.000	752	2.00
12/04/2018	AP	73844	MILLER CONSTRUCTION	18-018 BUILDIG FOUNDATION FOR NEW OFFICE LOCATION	970.300	901	10,220.00
12/04/2018	AP	73847	NORTHERN MICHIGAN WELL SERVICES INC	0311 HOOK UP WATER TO NEW STATION LOCATION	970.300	901	5,650.73
12/04/2018	AP	73848	OTSEGO COUNTY COMMISSION ON AGING	TRANSPORTATION AND ADS FOR WALKING GROUP OCT AND NOV.	970.300	901	208.40
12/04/2018	AP	73850*#	SPARTAN SEWER & SEPTIC TANK SERVICE	90439 PUMP VALUT AT IRONTONE	920.200	751	195.00
				87562 INSTALL NEW DUMP STATION, RENTAL AT GROEN	970.300	901	46,460.00
				CHECK AP 73850 TOTAL FOR FUND 208:			<u>46,655.00</u>
12/04/2018	AP	73851	STATE OF MICHIGAN	WATER FEES	920.200	751	142.16
				WATER FEES	920.200	751	142.16
				WATER FEES	920.200	751	142.16
				WATER FEES	920.200	751	142.16
				CHECK AP 73851 TOTAL FOR FUND 208:			<u>568.64</u>
				Total for fund 208 PARKS AND RECREATION			63,675.56
Fund: 209 GROEN NATURE PRESERVE FUND							
12/04/2018	AP	2038(E)	FRONTIER	989-705-2469-042018-5 PHONE & INTERNET HILLTOP HOUSE	726.000	751	74.10
				989-705-2469-042018-5 PHONE & INTERNET HILLTOP HOUSE	930.210	751	95.78
				CHECK AP 2038(E) TOTAL FOR FUND 209:			<u>169.88</u>
12/04/2018	AP	73829	GREAT LAKES ENERGY	ELECTRIC BILLS. INVOICE GROUP 3565	930.620	751	87.47
				ELECTRIC BILLS. INVOICE GROUP 3565	930.620	751	453.00
				ELECTRIC BILLS. INVOICE GROUP 3565	930.620	751	94.00
				ELECTRIC BILLS. INVOICE GROUP 3565	930.620	751	16.00
				ELECTRIC BILLS. INVOICE GROUP 3565	930.620	751	16.00
				ELECTRIC BILLS. INVOICE GROUP 3565	930.620	751	55.00
				CHECK AP 73829 TOTAL FOR FUND 209:			<u>721.47</u>
12/04/2018	AP	73850*#	SPARTAN SEWER & SEPTIC TANK SERVICE	87562 INSTALL NEW DUMP STATION, RENTAL AT GROEN	726.000	751	95.00
				Total for fund 209 GROEN NATURE PRESERVE FUND			986.35
Fund: 249 BUILDING INSPECTION FUND							
12/04/2018	AP	73823	BRUCE TILLINGER	SERVICES 11/15/18 THRU 11/27/18	801.027	371	860.00
				SERVICES 11/15/18 THRU 11/27/18	801.028	371	470.00

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 249 BUILDING INSPECTION FUND							
				CHECK AP 73823 TOTAL FOR FUND 249:			1,330.00
12/04/2018	AP	73831	JAMES MOUCH	CONTRACTOR INSERVICE	704.400	371	151.19
12/04/2018	AP	73834	JEFF PROUX	GAS REIMB OWN VEHICLE FOR INSPECTIONS	930.500	371	25.70
12/04/2018	AP	73838	KEVAN D FLORY	SERVICES 11/26/18 THRU 11/30/18	801.024	371	640.00
				SERVICES 11/05/18 THRU 11/23/18	801.024	371	790.00
				CHECK AP 73838 TOTAL FOR FUND 249:			1,430.00
12/04/2018	AP	73840	LARRY KENT	SERVICES 11/20/18 THRU 11/28/18	801.024	371	300.00
				SERVICES 11/13/18 THRU 11/19/18	801.024	371	760.00
				SERVICES 11/13/18 THRU 11/19/18	801.024	371	50.00
				SERVICES 11/20/18 THRU 11/28/18	801.027	371	100.00
				CHECK AP 73840 TOTAL FOR FUND 249:			1,210.00
12/04/2018	AP	73842	MARK RAYMOND	RECEIPT REIMBURSMENT-GAS/SUPPLIES	930.500	371	37.89
12/04/2018	AP	73845	MONTMORENCY COUNTY 911	SHAMPOO/WASH INTERIOR/EXTERIOR VEHICLE JEEP GRAY	920.400	371	105.95
				Total for fund 249 BUILDING INSPECTION FUND			4,290.73
Fund: 256 REGISTER OF DEEDS AUTOMATION							
12/04/2018	AP	2037(E)*#	FIRST BANKCARD	TREAS ACTIVITY 10/11/18-11/10/18	726.000	215	21.99
				Total for fund 256 REGISTER OF DEEDS AUTOMATION			21.99
Fund: 261 911 SERVICE FUND							
12/04/2018	AP	2040(E)	CENTURY LINK	ELMIRA TWP FIRE DEPT MONTHLY CHARGES	930.210	427	59.21
12/04/2018	AP	2041(E)	FRONTIER	LOCAL SERVICE FROM 10/20/18 TO 11/19/2018	930.210	427	120.60
				LOCAL SERVICE FROM 11/19/18 TO 12/18/18	930.210	427	58.30
				LOCAL SERVICE FROM 10/20/18 TO 11/19/18	930.210	427	380.31
				CHECK AP 2041(E) TOTAL FOR FUND 261:			559.21
12/04/2018	AP	2042(E)	VERIZON WIRELESS	OCT 11- NOV 10 MONTHLY USAGE CHARGES	930.210	427	216.36
				Total for fund 261 911 SERVICE FUND			834.78
Fund: 293 SOLDIERS' RELIEF FUND							
12/04/2018	AP	73856	HABITAT FOR HUMANITY MICHIGAN FUND	ACCT# 0000640012, VETERAN 04-2018, DELINQUENT MORTGAGE	930.999	689	1,388.00
				Total for fund 293 SOLDIERS' RELIEF FUND			1,388.00
Fund: 516 DELINQUENT TAX REVOLVING							

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 516 DELINQUENT TAX REVOLVING							
12/04/2018	AP	2037(E)*#	FIRST BANKCARD	TREAS ACTIVITY 10/11/18-11/10/18	726.000	253	101.09
				TREAS ACTIVITY 10/11/18-11/10/18	726.000	253	119.00
				TREAS ACTIVITY 10/11/18-11/10/18	930.600	253	50.00
				TREAS ACTIVITY 10/11/18-11/10/18	930.600	253	50.00
				CHECK AP 2037(E) TOTAL FOR FUND 516:			<u>320.09</u>
12/04/2018	AP	73824	CHEMICAL BANK	REFUND FOR OVERPMT MADE ON 2017 TAX YEAR PARCEL 070-008-	694.000	030	632.54
12/04/2018	AP	73825	CHEMICAL BANK	REFUND FOR OVERPMT ON 2017 TAX YEAR FOR PARCEL 091-460-0	694.000	030	8,115.27
				Total for fund 516 DELINQUENT TAX REVOLVING			9,067.90
Fund: 588 TRANSPORTATION FUND							
12/04/2018	AP	73826*#	CITY OF GAYLORD	001254-0000-02 OCTOBER	920.200	697	62.11
				Total for fund 588 TRANSPORTATION FUND			62.11
Fund: 594 UC METROPOLITAN AREA NETWORK							
12/04/2018	AP	2037(E)*#	FIRST BANKCARD	TREAS ACTIVITY 10/11/18-11/10/18	801.030	806	21.98
12/04/2018	AP	73859	TOTAL COMMUNICATION SERVICES LLC	OCTOBER 2018 LOCATING SERVICES	801.030	806	1,429.00
				REMOVE, REROUTE AND REINSTALL FIBER OPTIC	801.030	806	1,320.00
				CHECK AP 73859 TOTAL FOR FUND 594:			<u>2,749.00</u>
				Total for fund 594 UC METROPOLITAN AREA NETWORK			2,770.98
Fund: 617 TAX FORECLOSURE FUND							
12/04/2018	AP	2037(E)*#	FIRST BANKCARD	TREAS ACTIVITY 10/11/18-11/10/18	726.000	253	101.09
				Total for fund 617 TAX FORECLOSURE FUND			101.09
Fund: 637 BUILDING AND GROUNDS							
12/04/2018	AP	73855	CITY OF GAYLORD	WATER/SEWER	920.200	265	529.82
				WATER/SEWER	920.200	265	75.79
				WATER/SEWER	920.200	265	525.62
				WATER/SEWER	920.200	265	50.38
				CHECK AP 73855 TOTAL FOR FUND 637:			<u>1,181.61</u>
				Total for fund 637 BUILDING AND GROUNDS			1,181.61
Fund: 701 GENERAL AGENCY							
12/04/2018	AP	73828	FARM BUREAU INSURANCE	RESTITUTION	271.000	000	40.00
12/04/2018	AP	73849	OTSEGO COUNTY FRIEND OF COURT	FOC PERF BOND (REMAINDER OF \$900 BOND POSTED)	265.000	000	300.00
12/04/2018	AP	73853	WALMART	RESTITUTION	271.000	000	419.61

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 701 GENERAL AGENCY							
				Total for fund 701 GENERAL AGENCY			759.61
Fund: 704 PAYROLL IMPREST FUND							
12/04/2018	AP	2039(E)	MUNICIPAL EMPLOYEES RETIREMENT SYST	MERS NOV INVOICE AND CREDIT INVOICE	231.700	000	88,064.77
				Total for fund 704 PAYROLL IMPREST FUND			88,064.77
TOTAL - ALL FUNDS							186,691.03

** - 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 12/04/2018 - 12/04/2018

Check Date	Bank	Check #	Payee	Description	GL #	Amount
12/04/2018	AP	2037(E)	FIRST BANKCARD	TREAS ACTIVITY 10/11/18-11/10/18	101-131-970.450	600.00
		2037(E)		TREAS ACTIVITY 10/11/18-11/10/18	101-228-726.000	392.00
		2037(E)		TREAS ACTIVITY 10/11/18-11/10/18	101-253-726.000	356.60
		2037(E)		TREAS ACTIVITY 10/11/18-11/10/18	101-253-930.600	75.00
		2037(E)		SHERIFF ACTIVITY 10/12/18-11/8/18	101-301-726.000	91.13
		2037(E)		SHERIFF ACTIVITY 10/12/18-11/8/18	101-301-930.450	13.65
		2037(E)		SHERIFF ACTIVITY 10/12/18-11/8/18	101-301-930.500	1,216.96
		2037(E)		SHERIFF ACTIVITY 10/12/18-11/8/18	101-351-726.000	91.12
		2037(E)		SHERIFF ACTIVITY 10/12/18-11/8/18	205-301-726.046	159.99
		2037(E)		TREAS ACTIVITY 10/11/18-11/10/18	256-215-726.000	21.99
		2037(E)		TREAS ACTIVITY 10/11/18-11/10/18	516-253-726.000	220.09
		2037(E)		TREAS ACTIVITY 10/11/18-11/10/18	516-253-930.600	100.00
		2037(E)		TREAS ACTIVITY 10/11/18-11/10/18	594-806-801.030	21.98
		2037(E)		TREAS ACTIVITY 10/11/18-11/10/18	617-253-726.000	101.09
						<u>3,461.60</u>
12/04/2018	AP	2038(E)	FRONTIER	989-705-2469-042018-5 PHONE & INTERNET HILLTOP HOUSE	209-751-726.000	74.10
		2038(E)		989-705-2469-042018-5 PHONE & INTERNET HILLTOP HOUSE	209-751-930.210	95.78
						<u>169.88</u>
12/04/2018	AP	2039(E)	MUNICIPAL EMPLOYEES RETIREMENT SYST	MERS NOV INVOICE AND CREDIT INVOICE	704-000-231.700	88,064.77
12/04/2018	AP	2040(E)	CENTURY LINK	ELMIRA TWP FIRE DEPT MONTHLY CHARGES	261-427-930.210	59.21
12/04/2018	AP	2041(E)	FRONTIER	LOCAL SERVICE FROM 10/20/18 TO 11/19/2018	261-427-930.210	559.21
12/04/2018	AP	2042(E)	VERIZON WIRELESS	OCT 11- NOV 10 MONTHLY USAGE CHARGES	261-427-930.210	216.36
12/04/2018	AP	73822	ACTIVE APPRAISAL, LLC	18254 APPRAISAL FOR LOT 21	208-752-801.020	250.00
12/04/2018	AP	73823	BRUCE TILLINGER	SERVICES 11/15/18 THRU 11/27/18	249-371-801.027	860.00
		73823		SERVICES 11/15/18 THRU 11/27/18	249-371-801.028	470.00
						<u>1,330.00</u>
12/04/2018	AP	73824	CHEMICAL BANK	REFUND FOR OVERPMT MADE ON 2017 TAX YEAR PARCEL 070-008-	516-030-694.000	632.54
12/04/2018	AP	73825	CHEMICAL BANK	REFUND FOR OVERPMT ON 2017 TAX YEAR FOR PARCEL 091-460-0	516-030-694.000	8,115.27
12/04/2018	AP	73826	CITY OF GAYLORD	WATER BILL	208-752-920.200	51.75
		73826		001254-0000-02 OCTOBER	588-697-920.200	62.11
						<u>113.86</u>
12/04/2018	AP	73827	ERIC MORGAN	COUNTY BURIAL ALLOWANCE, VETERAN	101-681-930.960	300.00

CHECK DISBURSEMENT REPORT FOR COUNTY OF OTSEGO
 CHECK DATE FROM 12/04/2018 - 12/04/2018

Check Date	Bank	Check #	Payee	Description	GL #	Amount
12/04/2018	AP	73828	FARM BUREAU INSURANCE	RESTITUTION	701-000-271.000	40.00
12/04/2018	AP	73829	GREAT LAKES ENERGY	ELECTRIC BILLS. INVOICE GROUP 3565	209-751-930.620	721.47
12/04/2018	AP	73830	IMAGE FACTORY INC	CRIMINAL JUDGE DRAW CARDS	101-215-726.000	141.00
12/04/2018	AP	73831	JAMES MOUCH	CONTRACTOR INSERVICE	249-371-704.400	151.19
12/04/2018	AP	73832	JANETTE NORTON	PLANNING COMMISSION MEETING / NOVEMBER 19, 2018	101-721-703.040	50.00
		73832		PLANNING COMMISSION MEETING / NOVEMBER 19, 2018	101-721-930.500	5.00
						55.00
12/04/2018	AP	73833	JASON CAVERSON	PLANNING COMMISSION MEETING / NOVEMBER 19, 2018	101-721-703.040	50.00
		73833		PLANNING COMMISSION MEETING / NOVEMBER 19, 2018	101-721-930.500	15.00
						65.00
12/04/2018	AP	73834	JEFF PROUX	GAS REIMB OWN VEHICLE FOR INSPECTIONS	249-371-930.500	25.70
12/04/2018	AP	73835	JIM HILGENDORF	PLANNING COMMISSION MEETING / NOVEMBER 19, 2018	101-721-703.040	50.00
		73835		PLANNING COMMISSION MEETING / NOVEMBER 19, 2018	101-721-930.500	20.00
						70.00
12/04/2018	AP	73836	JUDITH JARECKI	PLANNING COMMISSION MEETING / NOVEMBER 19, 2018	101-721-703.040	50.00
		73836		PLANNING COMMISSION MEETING / NOVEMBER 19, 2018	101-721-930.500	15.00
						65.00
12/04/2018	AP	73837	KENNETH ARNDT	PLANNING COMMISSION MEETING / NOVEMBER 19, 2018	101-721-703.040	50.00
		73837		PLANNING COMMISSION MEETING / NOVEMBER 19, 2018	101-721-930.500	5.00
						55.00
12/04/2018	AP	73838	KEVAN D FLORY	SERVICES 11/26/18 THRU 11/30/18	249-371-801.024	1,430.00
12/04/2018	AP	73839	KSS ENTERPRISES	1126305 ROLL TOWEL	208-752-726.025	69.04
12/04/2018	AP	73840	LARRY KENT	SERVICES 11/20/18 THRU 11/28/18	249-371-801.024	1,110.00
		73840		SERVICES 11/20/18 THRU 11/28/18	249-371-801.027	100.00
						1,210.00
12/04/2018	AP	73841	MARK MONROE	10-22-18 JURY DUTY SERVICE	101-145-930.930	20.60
12/04/2018	AP	73842	MARK RAYMOND	RECEIPT REIMBURSMENT-GAS/SUPPLIES	249-371-930.500	37.89
12/04/2018	AP	73843	MEYER ACE	#6521 FINANCE CHARGE	208-752-726.000	2.00
12/04/2018	AP	73844	MILLER CONSTRUCTION	18-018 BUILDIG FOUNDATION FOR NEW OFFICE LOCATION	208-901-970.300	10,220.00

CHECK DISBURSEMENT REPORT FOR COUNTY OF OTSEGO
 CHECK DATE FROM 12/04/2018 - 12/04/2018

Check Date	Bank	Check #	Payee	Description	GL #	Amount
12/04/2018	AP	73845	MONTMORENCY COUNTY 911	SHAMPOO/WASH INTERIOR/EXTERIOR VEHICLE JEEP GRAY	249-371-920.400	105.95
12/04/2018	AP	73846	NORA HOLLY CORFIS	PLANNING COMMISSION MEETING / NOVEMBER 19, 2018	101-721-703.040	50.00
		73846		PLANNING COMMISSION MEETING / NOVEMBER 19, 2018	101-721-930.500	14.00
						64.00
12/04/2018	AP	73847	NORTHERN MICHIGAN WELL SERVICES INC	0311 HOOK UP WATER TO NEW STATION LOCATION	208-901-970.300	5,650.73
12/04/2018	AP	73848	OTSEGO COUNTY COMMISSION ON AGING	TRANSPORTATION AND ADS FOR WALKING GROUP OCT AND NOV.	208-901-970.300	208.40
12/04/2018	AP	73849	OTSEGO COUNTY FRIEND OF COURT	FOC PERF BOND (REMAINDER OF \$900 BOND POSTED)	701-000-265.000	300.00
12/04/2018	AP	73850	SPARTAN SEWER & SEPTIC TANK SERVICE	90439 PUMP VALUT AT IRONTONE	208-751-920.200	195.00
		73850		87562 INSTALL NEW DUMP STATION, RENTAL AT GROEN	208-901-970.300	46,460.00
		73850		87562 INSTALL NEW DUMP STATION, RENTAL AT GROEN	209-751-726.000	95.00
						46,750.00
12/04/2018	AP	73851	STATE OF MICHIGAN	WATER FEES	208-751-920.200	568.64
12/04/2018	AP	73852	STEVE J BAUMAN	PLANNING COMMISSION MEETING / NOVEMBER 19, 2018	101-721-703.040	50.00
		73852		PLANNING COMMISSION MEETING / NOVEMBER 19, 2018	101-721-930.500	1.00
						51.00
12/04/2018	AP	73853	WALMART	RESTITUTION	701-000-271.000	419.61
12/04/2018	AP	73854	WILLARD L BROWN	PLANNING COMMISSION MEETING / NOVEMBER 19, 2018	101-721-703.040	50.00
		73854		PLANNING COMMISSION MEETING / NOVEMBER 19, 2018	101-721-930.500	20.00
						70.00
12/04/2018	AP	73855	CITY OF GAYLORD	WATER/SEWER	637-265-920.200-ALPCT00000	605.61
		73855		WATER/SEWER	637-265-920.200-CRTHS00000	525.62
		73855		WATER/SEWER	637-265-920.200-SILLI00000	50.38
						1,181.61
12/04/2018	AP	73856	HABITAT FOR HUMANITY MICHIGAN FUND	ACCT# 0000640012, VETERAN 04-2018, DELINQUENT MORTGAGE	293-689-930.999	1,388.00
12/04/2018	AP	73857	JUSTIN HOLZSCHU	MEDICAL EXAMINER EXPENSE VOUCHER	101-648-801.020	1,340.00
		73857		MEDICAL EXAMINER EXPENSE VOUCHER	101-648-930.460	337.50
		73857		MEDICAL EXAMINER EXPENSE VOUCHER	101-648-930.500	55.00
						1,732.50
12/04/2018	AP	73858	OTSEGO COUNTY EMS	EMERGENCY MANAGEMENT CONTRACT FOR THE 4TH QUARTER A	101-427-940.010	7,500.00
		73858		EMERGENCY MANAGEMENT CONTRACT FOR THE 4TH QUARTER A	101-648-930.240	300.00
						7,800.00

Check Date	Bank	Check #	Payee	Description	GL #	Amount
						7,800.00
12/04/2018	AP	73859	TOTAL COMMUNICATION SERVICES LLC	OCTOBER 2018 LOCATING SERVICES	594-806-801.030	2,749.00
			TOTAL - ALL FUNDS	TOTAL OF 44 CHECKS		186,691.03

CHECK DISBURSEMENT REPORT FOR COUNTY OF OTSEGO
CHECK NUMBER 73065

Check Date	Bank	Check #	Payee	Description	GL #	Amount
10/02/2018	AP	73065	KRISTINA CHERETTE	RESTITUTION		** VOIDED **
			TOTAL - ALL FUNDS	TOTAL OF 1 CHECKS (1 voided)		0.00

**OTSEGO COUNTY
Board of Commissioners**



EXECUTIVE SUMMARY

AGENDA ITEM: December 11, 2018 Warrant	AGENDA DATE: December 18, 2018
AGENDA PLACEMENT: New Business, A. Financials, Item 2	ACTION REQUESTED: Motion to Approve
STAFF CONTACT(S): Rachel Frisch, 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 December 11, 2018 warrant is in the amount of \$130,436.27.

RECOMMENDATION:

Staff requests approval of the warrant detailed above with a total amount of \$130,436.27.

CHECK DISBURSEMENT REPORT FOR COUNTY OF OTSEGO
 CHECK DATE FROM 12/11/2018 - 12/11/2018

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 101 GENERAL FUND							
12/11/2018	AP	2046(E)	DE LAGE LANDEN PUBLIC FINANCE	NOVEMBER 2018 COURT COPY MACHINE LEASE PAYMENT	920.520	131	130.99
12/11/2018	AP	2048(E)*#	FIRST BANKCARD	CHEMICAL BANK BUSINESS MASTERCARD	704.400	101	625.00
				CHEMICAL BANK BUSINESS MASTERCARD	930.500	101	125.00
				CHEMICAL BANK BUSINESS MASTERCARD	930.500	101	75.00
				CHEMICAL BANK BUSINESS MASTERCARD	726.000	131	2.86
				CHEMICAL BANK BUSINESS MASTERCARD	726.000	131	88.00
				CHEMICAL BANK BUSINESS MASTERCARD	930.500	131	236.25
				CHEMICAL BANK BUSINESS MASTERCARD	726.050	721	106.00
				CHECK AP 2048(E) TOTAL FOR FUND 101:			1,258.11
12/11/2018	AP	2053(E)	VERIZON WIRELESS	283104123-00001 NOVEMBER 2018	930.210	131	44.64
12/11/2018	AP	2055(E)	WEST PAYMENT CENTER	OCTOBER 2018 COURT SKIP TRACING FEE	940.010	131	126.34
12/11/2018	AP	73860*#	44NORTH	NOVEMBER 2018 COBRA, TELADOC & HRA	704.110	131	213.56
				NOVEMBER 2018 COBRA, TELADOC & HRA	704.110	133	0.95
				NOVEMBER 2018 COBRA, TELADOC & HRA	704.110	148	24.90
				CHECK AP 73860 TOTAL FOR FUND 101:			239.41
12/11/2018	AP	73862*	ALLISON ELIZABETH HINTON	NCMC MICROSOFT OFFICE FOR WINDOWS	704.400	253	188.00
12/11/2018	AP	73864	ANDREW SAMKOWIAK	NOV/DEC 2018 WEEKEND DRUG TESTER: NOV 22, 23, 24, 25 & DEC 1,	940.010	133	240.00
12/11/2018	AP	73867	AT&T MOBILITY	CHARGES FOR MODEM	930.230	301	18.29
12/11/2018	AP	73869*#	CATHERINE ISBELL	17-30-DL TRANSPORT ON 11/13/18	930.500	134	49.05
				17-37-DL TRANSPORT ON 11/14/18	930.500	134	84.30
				17-44-DL TRANSPORT ON 11/27/18	930.500	134	84.30
				15-20-DL TRANSPORT ON 11/27/18	930.500	134	49.05
				17-30-DL TRANSPORT ON 11/27/18	930.500	134	49.05
				17-30-DL TRANSPORT ON 11/13/18	940.010	134	21.00
				17-37-DL TRANSPORT ON 11/14/18	940.010	134	30.00
				17-44-DL TRANSPORT ON 11/27/18	940.010	134	30.00
				15-20-DL TRANSPORT ON 11/27/18	940.010	134	21.00
				17-30-DL TRANSPORT ON 11/27/18	940.010	134	27.00
				CHECK AP 73869 TOTAL FOR FUND 101:			444.75
12/11/2018	AP	73870	CATHOLIC HUMAN SERVICES INC	OCTOBER 2018 MENTAL HEALTH COUNSELING	940.010	133	40.00

CHECK DISBURSEMENT REPORT FOR COUNTY OF OTSEGO
 CHECK DATE FROM 12/11/2018 - 12/11/2018

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 101 GENERAL FUND							
12/11/2018	AP	73871*#	CHARLES ISBELL	17-30-DL TRANSPORT ON 11/13/18	940.010	134	21.00
				17-44-DL TRANSPORT ON 11/14/18	940.010	134	30.00
				17-44-DL TRANSPORT ON 11/27/18	940.010	134	30.00
				15-20-DL TRANSPORT ON 11/27/18	940.010	134	21.00
				17-30-DL TRANSPORT ON 11/27/18	940.010	134	27.00
				CHECK AP 73871 TOTAL FOR FUND 101:			<u>129.00</u>
12/11/2018	AP	73875	CORECOMM	115039078 - NOVEMBER 2018 COURT INTERNET	930.210	131	21.95
12/11/2018	AP	73876	CURTISS REPORTING CORP	18-5494-FH PEOPLE V MARGIE ANN GRIGSBY TRANSCRIPTS	801.030	131	95.55
12/11/2018	AP	73882	DONNA A CURIK	GUARDIANSHIP REVIEW ON 11/7/18	930.500	131	15.00
				GUARDIANSHIP REVIEW ON 11/7/18	930.830	131	30.00
				CHECK AP 73882 TOTAL FOR FUND 101:			<u>45.00</u>
12/11/2018	AP	73883	DUNNS	PROBATE STAMPS	726.000	131	45.90
				BATTERY	726.000	131	16.99
				PRINTER DRUM	726.000	131	88.99
				CHECK AP 73883 TOTAL FOR FUND 101:			<u>151.88</u>
12/11/2018	AP	73890*#	HRDIRECT	POSTER GUARD MICHIGAN RENEWAL - 12 MONTHS	726.000	131	83.73
12/11/2018	AP	73891	IMAGE FACTORY INC	BUSINESS CARDS - ABE CRUZ	726.000	131	73.40
12/11/2018	AP	73893	JENNIFER BOYER	18-36116-FY-3 PEOPLE V DE'MARCO PRYOR-MCCOVERY TRANSCRIP	801.030	131	120.95
12/11/2018	AP	73896	JOYCE DARLENE FETROW	NOV 2018 WEEKEND DRUG TESTER: NOV. 10, 11, 12, 17, 18	940.010	133	200.00
12/11/2018	AP	73897*#	JUNE ELIZABETH GREVE	DECEMBER 2018 COURT CLEANING FEES	726.025	131	150.00
12/11/2018	AP	73898	KERRIE JO DAENZER	GUARDIANSHIP APPOINTMENT & REVIEW ON 11/9/18	930.500	131	19.00
				GUARDIANSHIP REVIEW HEARING ON 11/9/18	930.500	131	18.20
				GUARDIANSHIP APPOINTMENT & REVIEW ON 11/9/18	930.830	131	30.00
				GUARDIANSHIP REVIEW HEARING ON 11/9/18	930.830	131	30.00
				CHECK AP 73898 TOTAL FOR FUND 101:			<u>97.20</u>
12/11/2018	AP	73900*#	LINCOLN FINANCIAL	CICOTSEGO-BL-954784 DECEMBER 2018	704.140	131	467.41

CHECK DISBURSEMENT REPORT FOR COUNTY OF OTSEGO
 CHECK DATE FROM 12/11/2018 - 12/11/2018

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 101 GENERAL FUND							
				CICOTSEGO-BL-954784 DECEMBER 2018	704.140	133	41.56
				CHECK AP 73900 TOTAL FOR FUND 101:			<u>508.97</u>
12/11/2018	AP	73906	MCAA - ATTN: TABITHA WEDGE	VICTORIA COURTERIER - 2019 MEMBERSHIP DUES	930.600	131	75.00
12/11/2018	AP	73909	MPJA	HON. MICHAEL K. COOPER - OTSEGO COUNTY PROBATE JUDGE 2011	930.600	131	425.00
12/11/2018	AP	73911	NORTHERN LIGHTS COUNSELING AND CONS	NOVEMBER 2018 MENTAL HEALTH COUNSELING	940.010	133	140.00
				NOVEMBER 2018 MENTAL HEALTH COUNSELING	940.010	133	70.00
				NOVEMBER 2018 GROUP COUNSELING	940.010	133	320.00
				CHECK AP 73911 TOTAL FOR FUND 101:			<u>530.00</u>
12/11/2018	AP	73914*#	OTSEGO COUNTY BUS SYSTEM	OCTOBER 2018 DRUG COURT BUS	930.500	133	284.00
12/11/2018	AP	73915*#	OTSEGO COUNTY JUDICIAL SYSTEM	11/14/18 HRA REIMBURSEMENT CHECK REGISTER	704.110	131	70.00
				11/20/18 HRA REIMBURSEMENT CHECK REGISTER	704.110	131	50.00
				11/28/18 HRA REIMBURSEMENT CHECK REGISTER	704.110	131	183.20
				11/20/18 HRA REIMBURSEMENT CHECK REGISTER	704.110	148	871.24
				11/28/18 HRA REIMBURSEMENT CHECK REGISTER	704.110	148	51.42
				CHECK AP 73915 TOTAL FOR FUND 101:			<u>1,225.86</u>
12/11/2018	AP	73917	PAK MAIL CENTERS OF AMERICA	J-18-008-NA TO COURT OF APPEALS - 783814224084	930.450	131	14.18
12/11/2018	AP	73919*#	PROTECTION ONE	11/28/18 TO 12/27/18 DC/FAMILY WING MONITORING	940.010	131	57.26
				11/28/18 TO 12/27/18 ADMIN/PA WING MONITORING	940.010	131	28.63
				11/28/18 TO 12/27/18 ADMIN/PA WING MONITORING	920.410	267	25.05
				11/28/18 TO 12/27/18 ADMIN/PA WING MONITORING	930.983	267	3.58
				CHECK AP 73919 TOTAL FOR FUND 101:			<u>114.52</u>
12/11/2018	AP	73920	QUILL CORPORATION	COPY PAPER	726.000	131	195.96
12/11/2018	AP	73921*#	REDWOOD TOXICOLOGY LABORATORY INC	OCTOBER 2018 DRUG COURT DRUG TESTING	940.010	133	104.50
				OCTOBER 2018 ADULT COURT DRUG TESTING	940.010	133	15.00
				CHECK AP 73921 TOTAL FOR FUND 101:			<u>119.50</u>
12/11/2018	AP	73929	STAPLES BUSINESS CREDIT	SORTKWIK, HIGHLIGHTERS, CORRECTION TAPE, COMMAND STRIPS	726.000	131	88.03
12/11/2018	AP	73930	STATE OF MICHIGAN	P69 SUPORT SERVICES 4TH QUARTER (OCT-DEC 18)	970.450	131	2,931.65

CHECK DISBURSEMENT REPORT FOR COUNTY OF OTSEGO
 CHECK DATE FROM 12/11/2018 - 12/11/2018

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 101 GENERAL FUND							
12/11/2018	AP	73932	STEPHANY GODDARD	GUARDIANSHIP REVIEW ON 11/8/18	930.500	131	8.50
				GUARDIANSHIP REVIEW ON 11/8/18	930.830	131	30.00
				CHECK AP 73932 TOTAL FOR FUND 101:			<u>38.50</u>
12/11/2018	AP	73934*#	VERIZON WIRELESS	9818324531	930.230	267	51.27
12/11/2018	AP	73937	WAYNE BENTLEY	NOV 2018 WEEKEND DRUG TESTER: NOV. 10, 11, 12, 17, 18	940.010	133	200.00
				NOV. 2018 WEEKEND DRUG TESTER: NOV. 22, 23, 24, 25	940.010	133	160.00
				CHECK AP 73937 TOTAL FOR FUND 101:			<u>360.00</u>
				Total for fund 101 GENERAL FUND			10,861.63
Fund: 208 PARKS AND RECREATION							
12/11/2018	AP	2044(E)*#	CONSUMERS ENERGY	ELECTRIC BILLS	930.620	751	16.95
				ELECTRIC BILLS	930.620	751	95.06
				ELECTRIC BILLS	930.620	751	27.16
				ELECTRIC BILLS	930.620	751	16.95
				ELECTRIC BILLS	930.620	751	17.76
				CHECK AP 2044(E) TOTAL FOR FUND 208:			<u>173.88</u>
				Total for fund 208 PARKS AND RECREATION			173.88
Fund: 209 GROEN NATURE PRESERVE FUND							
12/11/2018	AP	2049(E)	FRONTIER	PHONES	726.000	751	74.10
				PHONES	930.210	751	94.65
				PHONES	930.210	751	95.78
				CHECK AP 2049(E) TOTAL FOR FUND 209:			<u>264.53</u>
12/11/2018	AP	73873	CHOICE PUBLICATIONS	ADS	930.300	751	48.00
				ADS	930.300	751	48.00
				ADS	930.300	751	48.00
				ADS	930.300	751	48.00
				CHECK AP 73873 TOTAL FOR FUND 209:			<u>192.00</u>
12/11/2018	AP	73887	GREAT LAKES ENERGY	ELECTRIC BILLS	930.620	751	221.45
				ELECTRIC BILLS	930.620	751	110.58
				ELECTRIC BILLS	930.620	751	807.00
				ELECTRIC BILLS	930.620	751	91.00

CHECK DISBURSEMENT REPORT FOR COUNTY OF OTSEGO
 CHECK DATE FROM 12/11/2018 - 12/11/2018

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 209 GROEN NATURE PRESERVE FUND							
				ELECTRIC BILLS	930.620	751	16.00
				ELECTRIC BILLS	930.620	751	16.00
				ELECTRIC BILLS	930.620	751	59.00
				CHECK AP 73887 TOTAL FOR FUND 209:			<u>1,321.03</u>
12/11/2018	AP	73912*#	NORTHERN MICHIGAN REVIEW	103118 ADS	930.300	751	310.00
12/11/2018	AP	73913	OMS COMPLIANCE SERVICES INC	93096 PRE EMPLOYMENT DRUG TEST	801.020	751	80.00
				Total for fund 209 GROEN NATURE PRESERVE FUND			2,167.56
Fund: 212 ANIMAL CONTROL							
12/11/2018	AP	2048(E)*#	FIRST BANKCARD	CHEMICAL BANK BUSINESS MASTERCARD	726.050	430	826.40
12/11/2018	AP	73889	HOME DEPOT CREDIT SERVICES	ANIMAL CONTROL NOVEMBER 2018	726.000	430	131.64
12/11/2018	AP	73936	WALMART COMMUNITY GEMB	ANIMAL CONTROL 10/18-11/16 2018	726.000	430	772.63
				Total for fund 212 ANIMAL CONTROL			1,730.67
Fund: 215 FRIEND OF THE COURT							
12/11/2018	AP	2045(E)	DE LAGE LANDEN PUBLIC FINANCE	NOVEMBER 2018 FOC COPY MACHINE LEASE PAYMENT	920.520	141	118.58
12/11/2018	AP	2054(E)	WEST PAYMENT CENTER	OCTOBER 2018 FOC SKIP TRACING FEE	940.010	141	136.85
12/11/2018	AP	73860*#	44NORTH	NOVEMBER 2018 COBRA, TELADOC & HRA	704.110	141	149.40
12/11/2018	AP	73890*#	HRDIRECT	FOC POSTER GUARD MICHIGAN RENEWAL - 12 MONTHS	726.000	141	83.73
12/11/2018	AP	73897*#	JUNE ELIZABETH GREVE	DECEMBER 2018 FOC CLEANING FEES	726.025	141	150.00
12/11/2018	AP	73900*#	LINCOLN FINANCIAL	CICOTSEGOC-BL-954784 DECEMBER 2018	704.140	141	201.03
12/11/2018	AP	73915*#	OTSEGO COUNTY JUDICIAL SYSTEM	11/14/18 HRA REIMBURSEMENT CHECK REGISTER	704.110	141	45.00
				11/20/18 HRA REIMBURSEMENT CHECK REGISTER	704.110	141	306.39
				11/28/18 HRA REIMBURSEMENT CHECK REGISTER	704.110	141	726.13
				CHECK AP 73915 TOTAL FOR FUND 215:			<u>1,077.52</u>
12/11/2018	AP	73919*#	PROTECTION ONE	11/28/18 TO 12/27/18 FOC WING MONITORING	940.010	141	45.80
12/11/2018	AP	73927	SCOTT T BEATTY	NOVEMBER 2018 FOC REFEREE HEARINGS	940.010	141	1,700.00
				Total for fund 215 FRIEND OF THE COURT			3,662.91

CHECK DISBURSEMENT REPORT FOR COUNTY OF OTSEGO
 CHECK DATE FROM 12/11/2018 - 12/11/2018

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 249 BUILDING INSPECTION FUND							
12/11/2018	AP	2052(E)	PITNEY BOWES	LEASE INVOICE# 3307492938	920.410	371	93.57
				POSTAGE #1010032954	930.450	371	178.47
				CHECK AP 2052(E) TOTAL FOR FUND 249:			<u>272.04</u>
12/11/2018	AP	73874	COOK, ANNA	PERMIT CANCELED - PB18-0577	451.012	260	450.00
				PERMIT CANCELED - PB18-0577	451.013	260	114.00
				CHECK AP 73874 TOTAL FOR FUND 249:			<u>564.00</u>
12/11/2018	AP	73899	LARRY KENT	SERVICES 11/28/18 THRU 12/05/18	801.024	371	500.00
12/11/2018	AP	73903	MARK RAYMOND	REIMBURSEMENT - #9545669-00 EQUIPMENT	726.050	371	26.96
12/11/2018	AP	73904	MARK RAYMOND	GASOLINE REIMBURSEMENT COUNTY VEHICLE	930.660	371	24.85
12/11/2018	AP	73910	NM ELECTRICAL INSPECTORS ASSOC	ELECTRICAL ACT 54 FEES 09/18 THRU 09/19	704.400	371	510.00
				Total for fund 249 BUILDING INSPECTION FUND			1,897.85
Fund: 260 MICHIGAN INDIGENT DEFENSE							
12/11/2018	AP	2056(A)	GARY GELOW	OCTOBER 2018 MIDC & SADO RESEARCH SUBSCRIPTION FOR CAA G801.021		131	3,470.50
				NOVEMBER 2018 MIDC	801.021	131	5,586.50
				CHECK AP 2056(A) TOTAL FOR FUND 260:			<u>9,057.00</u>
				Total for fund 260 MICHIGAN INDIGENT DEFENSE			9,057.00
Fund: 261 911 SERVICE FUND							
12/11/2018	AP	73938*#	WINN TELECOM	TELEPHONE CHARGES	930.210	427	61.32
				Total for fund 261 911 SERVICE FUND			61.32
Fund: 281 AIRPORT							
12/11/2018	AP	2048(E)*#	FIRST BANKCARD	CHEMICAL BANK BUSINESS MASTERCARD	930.500	537	298.16
				CHEMICAL BANK BUSINESS MASTERCARD	930.500	537	153.37
				CHECK AP 2048(E) TOTAL FOR FUND 281:			<u>451.53</u>
				Total for fund 281 AIRPORT			451.53
Fund: 290 SOCIAL WELFARE FUND							
12/11/2018	AP	73907	MELANIE YOUNGS	EMPLOYEE TRAVEL EXPENSE VOUCHER	930.500	670	30.00
12/11/2018	AP	73928	SHERRY S HUFF	EMPLOYEE TRAVEL EXPENSE VOUCHER	703.040	670	50.00
				EMPLOYEE TRAVEL EXPENSE VOUCHER	930.500	670	49.00
				CHECK AP 73928 TOTAL FOR FUND 290:			<u>99.00</u>

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Fund: 290 SOCIAL WELFARE FUND				Total for fund 290 SOCIAL WELFARE FUND			129.00
Fund: 292 CHILD CARE FUND							
12/11/2018	AP	2048(E)*#	FIRST BANKCARD	CHEMICAL BANK BUSINESS MASTERCARD	940.010	662	37.50
12/11/2018	AP	73860*#	44NORTH	NOVEMBER 2018 COBRA, TELADOC & HRA	704.110	662	39.24
12/11/2018	AP	73861	7TH PROBATE FAMILY COURT	17-84-NA PLACEMENT 10/1/18 TO 10/31/18	930.810	662	4,960.00
				15-20-DL PLACEMENT 10/1/18 TO 10/31/18	930.810	662	2,170.00
				CHECK AP 73861 TOTAL FOR FUND 292:			<u>7,130.00</u>
12/11/2018	AP	73865	APRIL KELLEY	17-85-NA PLACEMENT 10/1/18 TO 10/31/18	930.700	662	689.44
12/11/2018	AP	73866	APRIL KELLEY	17-85-NA PLACEMENT 10/1/18 TO 10/31/18	930.700	662	689.44
12/11/2018	AP	73869*#	CATHERINE ISBELL	17-30-DL TRANSPORT ON 11/13/18	930.500	662	24.52
				17-44-DL TRANSPORT ON 11/14/18	930.500	662	32.70
				17-30-DL TRANSPORT ON 11/27/18	930.500	662	24.53
				17-30-DL TRANSPORT ON 11/13/18	930.830	662	12.00
				17-44-DL TRANSPORT ON 11/14/18	930.830	662	18.00
				17-30-DL TRANSPORT ON 11/27/18	930.830	662	12.00
				CHECK AP 73869 TOTAL FOR FUND 292:			<u>123.75</u>
12/11/2018	AP	73871*#	CHARLES ISBELL	17-30-DL TRANSPORT ON 11/13/18	930.830	662	12.00
				17-44-DL TRANSPORT ON 11/14/18	930.830	662	18.00
				17-30-DL TRANSPORT ON 11/27/18	930.830	662	12.00
				CHECK AP 73871 TOTAL FOR FUND 292:			<u>42.00</u>
12/11/2018	AP	73872	CHILD & FAMILY SERVICES OF NW MI	17-26-NA PLACEMENT 10/1/18 TO 10/31/18	930.810	662	689.44
12/11/2018	AP	73877	DAWN FANT	17-37-DL TRANSPORT ON 11/2/18 & 11/4/18	930.500	662	17.00
				17-37-DL TRANSPORTS ON 11/16/18 & 11/18/18	930.500	662	17.00
				17-37-DL TRANSPORT ON 11/2/18 & 11/4/18	930.830	662	264.00
				17-37-DL TRANSPORTS ON 11/16/18 & 11/18/18	930.830	662	237.00
				CHECK AP 73877 TOTAL FOR FUND 292:			<u>535.00</u>
12/11/2018	AP	73878	DAWN TUILETA	18-49-NA PLACEMENT 10/1/18 TO 10/31/18	930.700	662	534.44
12/11/2018	AP	73879	DAWN TUILETA	18-49-NA PLACEMENT 10/1/18 TO 10/31/18	930.700	662	534.44

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Fund: 292 CHILD CARE FUND							
12/11/2018	AP	73892	JAMIE FITAK	REIMBURSEMENT YFA GRADUATION FOOD	726.000	662	9.98
12/11/2018	AP	73894	JOHN FANT	17-37-DL TRANSPORT ON 11/2/18 & 11/4/18	930.500	662	544.56
				17-37-DL TRANSPORTS ON 11/16/18 & 11/18/18	930.500	662	518.40
				17-37-DL TRANSPORT ON 11/2/18 & 11/4/18	930.830	662	264.00
				17-37-DL TRANSPORTS ON 11/16/18 & 11/18/18	930.830	662	237.00
				CHECK AP 73894 TOTAL FOR FUND 292:			<u>1,563.96</u>
12/11/2018	AP	73895	JOY VALLEY COUNSELING	18-068-DL PSYCHOLOGICAL EVALUATION	940.010	662	600.00
12/11/2018	AP	73900*#	LINCOLN FINANCIAL	CICOTSEGO-BL-954784 DECEMBER 2018	704.140	662	100.25
12/11/2018	AP	73902	LUTHERAN CHILD & FAMILY SERVICES	17-65-NA PLACEMENT 10/1/18 TO 10/31/18	930.810	662	689.44
				16-108-NA PLACEMENT 10/1/18 TO 10/31/18	930.810	662	534.44
				17-68-NA PLACEMENT 10/1/18 TO 10/31/18	930.810	662	534.44
				17-65-NA PLACEMENT 10/1/18 TO 10/31/18	930.810	662	534.44
				17-66-NA PLACEMENT 10/1/18 TO 10/31/18	930.810	662	534.44
				17-82-NA PLACEMENT 10/1/18 TO 10/31/18	930.810	662	534.44
				17-66-NA PLACEMENT 10/1/18 TO 10/31/18 & DOC	930.810	662	839.44
				CHECK AP 73902 TOTAL FOR FUND 292:			<u>4,201.08</u>
12/11/2018	AP	73908	MIDCOURSE CORRECTIONS	17-37-NA PLACEMENT CHALLENGE CAMP 11/2/18 - 11/4/18	930.810	662	475.00
				17-37-DL PLACEMENT CHALLENGE CAMP 11/16/18 TO 11/18/18	930.810	662	380.00
				CHECK AP 73908 TOTAL FOR FUND 292:			<u>855.00</u>
12/11/2018	AP	73914*#	OTSEGO COUNTY BUS SYSTEM	OCTOBER 2018 JUVENILE BUS - ALTERNATIVE EDUCATION & YOUTH	930.500	662	369.00
12/11/2018	AP	73915*#	OTSEGO COUNTY JUDICIAL SYSTEM	11/20/18 HRA REIMBURSEMENT CHECK REGISTER	704.110	662	360.24
12/11/2018	AP	73918	PINEVIEW HOMES	15-90-DL PLACEMENT 10/1/18 TO 10/31/18	930.810	662	6,477.76
12/11/2018	AP	73921*#	REDWOOD TOXICOLOGY LABORATORY INC	OCTOBER 2018 JUVENILE DRUG TESTING	940.010	662	155.65
12/11/2018	AP	73922	RENEE EDWARDS	NOVEMBER 2018 ALTERNATIVE EDUCATION TEACHER	940.010	662	1,440.00
12/11/2018	AP	73923	RHONDA CONNOR	17-117-NA PLACEMENT 10/1/18 TO 10/31/18	930.810	662	534.44
12/11/2018	AP	73924	RICHARD G SUMAMPOW	2018 FALL SESSION YOUTH FITNESS ACADEMY FACILITATOR	940.010	662	2,000.00

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Fund: 292 CHILD CARE FUND							
12/11/2018	AP	73925	ROSCOMMON COUNTY	17-30-DL PLACEMENT 11/13/18 TO 11/27/18	930.810	662	2,352.00
12/11/2018	AP	73926	SATELLITE TRACKING OF PEOPLE LLC	OCTOBER 2018 JUVENILE TETHER	940.010	662	351.50
Total for fund 292 CHILD CARE FUND							32,415.55
Fund: 516 DELINQUENT TAX REVOLVING							
12/11/2018	AP	73862*	ALLISON ELIZABETH HINTON	NCMC MICROSOFT OFFICE FOR WINDOWS	704.400	253	240.00
Total for fund 516 DELINQUENT TAX REVOLVING							240.00
Fund: 588 TRANSPORTATION FUND							
12/11/2018	AP	2043(E)	CHARTER COMMUNICATIONS	A# 5147 # 0005147112718 12/06/18-01/05/19	930.240	697	59.02
12/11/2018	AP	2044(E)*#	CONSUMERS ENERGY	203230317119 DECEMBER	930.620	697	766.78
12/11/2018	AP	2047(E)*#	DTE ENERGY	910020860953 NOVEMBER	930.610	697	1,548.94
12/11/2018	AP	73905	MASSTRANS	2017-246 MEMBER DUES FY 2018-2019	930.600	697	2,403.00
12/11/2018	AP	73912*#	NORTHERN MICHIGAN REVIEW	393426-587028 PRIMETIMES, VETERAN'S DAY, SEO BOOST	930.300	697	212.60
12/11/2018	AP	73934*#	VERIZON WIRELESS	9818837396 NOVEMBER	930.210	697	6.36
12/11/2018	AP	73938*#	WINN TELECOM	989-705-1786 DECEMBER	930.210	697	255.82
Total for fund 588 TRANSPORTATION FUND							5,252.52
Fund: 594 UC METROPOLITAN AREA NETWORK							
12/11/2018	AP	73885	GASLIGHT MEDIA	DECEMBER 2018 INTERNET CONNECTIVITY	700.000	228	2,900.00
Total for fund 594 UC METROPOLITAN AREA NETWORK							2,900.00
Fund: 616 HOMESTEAD AUDIT FUND							
12/11/2018	AP	73862*	ALLISON ELIZABETH HINTON	NCMC MICROSOFT OFFICE FOR WINDOWS	704.400	253	70.00
Total for fund 616 HOMESTEAD AUDIT FUND							70.00
Fund: 617 TAX FORECLOSURE FUND							
12/11/2018	AP	73862*	ALLISON ELIZABETH HINTON	NCMC MICROSOFT OFFICE FOR WINDOWS	704.400	253	144.50
Total for fund 617 TAX FORECLOSURE FUND							144.50
Fund: 637 BUILDING AND GROUNDS							
12/11/2018	AP	2047(E)*#	DTE ENERGY	GAS COMMERCIAL HEATING	930.610	265	138.13
12/11/2018	AP	2048(E)*#	FIRST BANKCARD	CHEMICAL BANK BUSINESS MASTERCARD	726.000	265	1,080.00

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Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 637 BUILDING AND GROUNDS							
				CHEMICAL BANK BUSINESS MASTERCARD	726.000	265	883.00
				CHEMICAL BANK BUSINESS MASTERCARD	726.000	265	162.00
				CHEMICAL BANK BUSINESS MASTERCARD	726.000	265	35.74
				CHECK AP 2048(E) TOTAL FOR FUND 637:			2,160.74
				Total for fund 637 BUILDING AND GROUNDS			2,298.87
Fund: 645 ADMINISTRATIVE SERVICES							
12/11/2018	AP	2048(E)*#	FIRST BANKCARD	CHEMICAL BANK BUSINESS MASTERCARD	930.500	172	16.78
				CHEMICAL BANK BUSINESS MASTERCARD	930.500	172	30.50
				CHEMICAL BANK BUSINESS MASTERCARD	930.500	172	13.65
				CHEMICAL BANK BUSINESS MASTERCARD	726.000	270	69.00
				CHECK AP 2048(E) TOTAL FOR FUND 645:			129.93
				Total for fund 645 ADMINISTRATIVE SERVICES			129.93
Fund: 647 HEALTH CARE FUND							
12/11/2018	AP	73881	DELTA DENTAL OF MICHIGAN	OTSEGO COUNTY DELTA DENTAL	704.110	851	5,934.53
12/11/2018	AP	73935	VISION SERVICE PLAN (VSP)	OTSEGO COUNTY RETIREES	704.110	851	169.52
				Total for fund 647 HEALTH CARE FUND			6,104.05
Fund: 701 GENERAL AGENCY							
12/11/2018	AP	73868	BAGLEY TOWNSHIP	2018 PRE PAYOUT	226.030	000	133.23
12/11/2018	AP	73884	ELMIRA TWP TREASUER	2018 PRE PAYOUT	226.030	000	574.18
12/11/2018	AP	73886	GAYLORD COMMUNITY SCHOOLS	2018 PRE PAYOUT	228.001	000	18,546.58
12/11/2018	AP	73888	HAYES TOWNSHIP TREASURER	2018 PRE PAYOUT	226.030	000	40.50
12/11/2018	AP	73901	LIVINGSTON TOWNSHIP TREAS	2018 PRE PAYOUT	226.030	000	136.40
12/11/2018	AP	73916	OTSEGO LAKE TWP TREAS	2018 PRE PAYOUT	226.030	000	500.21
12/11/2018	AP	73931	STATE OF MICHIGAN	2018 PRE PAYOUT	226.030	000	4,845.80
12/11/2018	AP	73933	UP RENTAL	01-175-DL RESTITUTION PAYMENT BY KODY PADGETT	271.148	000	50.00
				Total for fund 701 GENERAL AGENCY			24,826.90
Fund: 704 PAYROLL IMPREST FUND							
12/11/2018	AP	2050(E)	MUNICIPAL EMPLOYEES RETIREMENT SYST	NOVEMBER 2018 COURT MERS	231.700	000	19,068.45
12/11/2018	AP	2051(E)	MUNICIPAL EMPLOYEES RETIREMENT SYST	NOVEMBER 2018 COURT MERS HYBRID DEFINED CONTRIBUTION	231.700	000	1,364.12
12/11/2018	AP	73863	AMERICAN FIDELITY ASSURANCE COMPANY	NOVEMBER 2018 CANCER/LIFE/DISABILITY	231.285	000	513.61
12/11/2018	AP	73880	DEARBORN NATIONAL	LIFE ADD DISABILITY FOR NOV AND DEC 2018	231.870	000	4,914.42

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Fund: 704 PAYROLL IMPREST FUND							
TOTAL - ALL FUNDS				Total for fund 704 PAYROLL IMPREST FUND			25,860.60 130,436.27

*--INDICATES CHECK DISTRIBUTED TO MORE THAN ONE FUND

#-INDICATES CHECK DISTRIBUTED TO MORE THAN ONE DEPARTMENT

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12/11/2018	AP	2043(E)	CHARTER COMMUNICATIONS	A# 5147 # 0005147112718 12/06/18-01/05/19	588-697-930.240	59.02
12/11/2018	AP	2044(E) 2044(E)	CONSUMERS ENERGY	ELECTRIC BILLS 203230317119 DECEMBER	208-751-930.620 588-697-930.620	173.88 766.78
						940.66
12/11/2018	AP	2045(E)	DE LAGE LANDEN PUBLIC FINANCE	NOVEMBER 2018 FOC COPY MACHINE LEASE PAYMENT	215-141-920.520	118.58
12/11/2018	AP	2046(E)	DE LAGE LANDEN PUBLIC FINANCE	NOVEMBER 2018 COURT COPY MACHINE LEASE PAYMENT	101-131-920.520	130.99
12/11/2018	AP	2047(E) 2047(E)	DTE ENERGY	910020860953 NOVEMBER GAS COMMERCIAL HEATING	588-697-930.610 637-265-930.610-SILLI00000	1,548.94 138.13
						1,687.07
12/11/2018	AP	2048(E) 2048(E) 2048(E) 2048(E) 2048(E) 2048(E) 2048(E) 2048(E) 2048(E) 2048(E) 2048(E) 2048(E)	FIRST BANKCARD	CHEMICAL BANK BUSINESS MASTERCARD CHEMICAL BANK BUSINESS MASTERCARD	101-101-704.400 101-101-930.500 101-131-726.000 101-131-930.500 101-721-726.050 212-430-726.050 281-537-930.500 292-662-940.010 637-265-726.000 645-172-930.500 645-270-726.000	625.00 200.00 90.86 236.25 106.00 826.40 451.53 37.50 2,160.74 60.93 69.00
						4,864.21
12/11/2018	AP	2049(E) 2049(E)	FRONTIER	PHONES PHONES	209-751-726.000 209-751-930.210	74.10 190.43
						264.53
12/11/2018	AP	2050(E)	MUNICIPAL EMPLOYEES RETIREMENT SYST	NOVEMBER 2018 COURT MERS	704-000-231.700	19,068.45
12/11/2018	AP	2051(E)	MUNICIPAL EMPLOYEES RETIREMENT SYST	NOVEMBER 2018 COURT MERS HYBRID DEFINED CONTRIBUTION	704-000-231.700	1,364.12
12/11/2018	AP	2052(E) 2052(E)	PITNEY BOWES	LEASE INVOICE# 3307492938 POSTAGE #1010032954	249-371-920.410 249-371-930.450	93.57 178.47
						272.04
12/11/2018	AP	2053(E)	VERIZON WIRELESS	283104123-00001 NOVEMBER 2018	101-131-930.210	44.64
12/11/2018	AP	2054(E)	WEST PAYMENT CENTER	OCTOBER 2018 FOC SKIP TRACING FEE	215-141-940.010	136.85
12/11/2018	AP	2055(E)	WEST PAYMENT CENTER	OCTOBER 2018 COURT SKIP TRACING FEE	101-131-940.010	126.34

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12/11/2018	AP	2056(A)	GARY GELOW	OCTOBER 2018 MIDC & SADO RESEARCH SUBSCRIPTION FOR CAA C260-131-801.021		9,057.00
12/11/2018	AP	73860	44NORTH	NOVEMBER 2018 COBRA, TELADOC & HRA	101-131-704.110	213.56
		73860		NOVEMBER 2018 COBRA, TELADOC & HRA	101-133-704.110	0.95
		73860		NOVEMBER 2018 COBRA, TELADOC & HRA	101-148-704.110	24.90
		73860		NOVEMBER 2018 COBRA, TELADOC & HRA	215-141-704.110	149.40
		73860		NOVEMBER 2018 COBRA, TELADOC & HRA	292-662-704.110	39.24
						428.05
12/11/2018	AP	73861	7TH PROBATE FAMILY COURT	17-84-NA PLACEMENT 10/1/18 TO 10/31/18	292-662-930.810	7,130.00
12/11/2018	AP	73862	ALLISON ELIZABETH HINTON	NCMC MICROSOFT OFFICE FOR WINDOWS	101-253-704.400	188.00
		73862		NCMC MICROSOFT OFFICE FOR WINDOWS	516-253-704.400	240.00
		73862		NCMC MICROSOFT OFFICE FOR WINDOWS	616-253-704.400	70.00
		73862		NCMC MICROSOFT OFFICE FOR WINDOWS	617-253-704.400	144.50
						642.50
12/11/2018	AP	73863	AMERICAN FIDELITY ASSURANCE COMPANY	NOVEMBER 2018 CANCER/LIFE/DISABILITY	704-000-231.285	513.61
12/11/2018	AP	73864	ANDREW SAMKOWIAK	NOV/DEC 2018 WEEKEND DRUG TESTER: NOV 22, 23, 24, 25 & DEC 1, 101-133-940.010		240.00
12/11/2018	AP	73865	APRIL KELLEY	17-85-NA PLACEMENT 10/1/18 TO 10/31/18	292-662-930.700	689.44
12/11/2018	AP	73866	APRIL KELLEY	17-85-NA PLACEMENT 10/1/18 TO 10/31/18	292-662-930.700	689.44
12/11/2018	AP	73867	AT&T MOBILITY	CHARGES FOR MODEM	101-301-930.230	18.29
12/11/2018	AP	73868	BAGLEY TOWNSHIP	2018 PRE PAYOUT	701-000-226.030	133.23
12/11/2018	AP	73869	CATHERINE ISBELL	17-30-DL TRANSPORT ON 11/13/18	101-134-930.500	315.75
		73869		17-30-DL TRANSPORT ON 11/13/18	101-134-940.010	129.00
		73869		17-30-DL TRANSPORT ON 11/13/18	292-662-930.500	81.75
		73869		17-30-DL TRANSPORT ON 11/13/18	292-662-930.830	42.00
						568.50
12/11/2018	AP	73870	CATHOLIC HUMAN SERVICES INC	OCTOBER 2018 MENTAL HEALTH COUNSELING	101-133-940.010	40.00
12/11/2018	AP	73871	CHARLES ISBELL	17-30-DL TRANSPORT ON 11/13/18	101-134-940.010	129.00
		73871		17-30-DL TRANSPORT ON 11/13/18	292-662-930.830	42.00
						171.00
12/11/2018	AP	73872	CHILD & FAMILY SERVICES OF NW MI	17-26-NA PLACEMENT 10/1/18 TO 10/31/18	292-662-930.810	689.44
12/11/2018	AP	73873	CHOICE PUBLICATIONS	ADS	209-751-930.300	192.00

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12/11/2018	AP	73874	COOK, ANNA	PERMIT CANCELED - PB18-0577	249-260-451.012	450.00
		73874		PERMIT CANCELED - PB18-0577	249-260-451.013	114.00
						564.00
12/11/2018	AP	73875	CORECOMM	115039078 - NOVEMBER 2018 COURT INTERNET	101-131-930.210	21.95
12/11/2018	AP	73876	CURTISS REPORTING CORP	18-5494-FH PEOPLE V MARGIE ANN GRIGSBY TRANSCRIPTS	101-131-801.030	95.55
12/11/2018	AP	73877	DAWN FANT	17-37-DL TRANSPORT ON 11/2/18 & 11/4/18	292-662-930.500	34.00
		73877		17-37-DL TRANSPORT ON 11/2/18 & 11/4/18	292-662-930.830	501.00
						535.00
12/11/2018	AP	73878	DAWN TUILETA	18-49-NA PLACEMENT 10/1/18 TO 10/31/18	292-662-930.700	534.44
12/11/2018	AP	73879	DAWN TUILETA	18-49-NA PLACEMENT 10/1/18 TO 10/31/18	292-662-930.700	534.44
12/11/2018	AP	73880	DEARBORN NATIONAL	LIFE ADD DISABILITY FOR NOV AND DEC 2018	704-000-231.870	4,914.42
12/11/2018	AP	73881	DELTA DENTAL OF MICHIGAN	OTSEGO COUNTY DELTA DENTAL	647-851-704.110	5,934.53
12/11/2018	AP	73882	DONNA A CURIK	GUARDIANSHIP REVIEW ON 11/7/18	101-131-930.500	15.00
		73882		GUARDIANSHIP REVIEW ON 11/7/18	101-131-930.830	30.00
						45.00
12/11/2018	AP	73883	DUNNS	PROBATE STAMPS	101-131-726.000	151.88
12/11/2018	AP	73884	ELMIRA TWP TREASUER	2018 PRE PAYOUT	701-000-226.030	574.18
12/11/2018	AP	73885	GASLIGHT MEDIA	DECEMBER 2018 INTERNET CONNECTIVITY	594-228-700.000	2,900.00
12/11/2018	AP	73886	GAYLORD COMMUNITY SCHOOLS	2018 PRE PAYOUT	701-000-228.001-PRE0000000	18,546.58
12/11/2018	AP	73887	GREAT LAKES ENERGY	ELECTRIC BILLS	209-751-930.620	1,321.03
12/11/2018	AP	73888	HAYES TOWNSHIP TREASURER	2018 PRE PAYOUT	701-000-226.030	40.50
12/11/2018	AP	73889	HOME DEPOT CREDIT SERVICES	ANIMAL CONTROL NOVEMBER 2018	212-430-726.000	131.64
12/11/2018	AP	73890	HRDIRECT	POSTER GUARD MICHIGAN RENEWAL - 12 MONTHS	101-131-726.000	83.73
		73890		FOC POSTER GUARD MICHIGAN RENEWAL - 12 MONTHS	215-141-726.000	83.73
						167.46
12/11/2018	AP	73891	IMAGE FACTORY INC	BUSINESS CARDS - ABE CRUZ	101-131-726.000	73.40
12/11/2018	AP	73892	JAMIE FITAK	REIMBURSEMENT YFA GRADUATION FOOD	292-662-726.000	9.98
12/11/2018	AP	73893	JENNIFER BOYER	18-36116-FY-3 PEOPLE V DE'MARCO PRYOR-MCCOVERY TRANSCRIP	101-131-801.030	120.95

CHECK DISBURSEMENT REPORT FOR COUNTY OF OTSEGO
 CHECK DATE FROM 12/11/2018 - 12/11/2018

Check Date	Bank	Check #	Payee	Description	GL #	Amount
12/11/2018	AP	73894	JOHN FANT	17-37-DL TRANSPORT ON 11/2/18 & 11/4/18	292-662-930.500	1,062.96
		73894		17-37-DL TRANSPORT ON 11/2/18 & 11/4/18	292-662-930.830	501.00
						1,563.96
12/11/2018	AP	73895	JOY VALLEY COUNSELING	18-068-DL PSYCHOLOGICAL EVALUATION	292-662-940.010	600.00
12/11/2018	AP	73896	JOYCE DARLENE FETROW	NOV 2018 WEEKEND DRUG TESTER: NOV. 10, 11, 12, 17, 18	101-133-940.010	200.00
12/11/2018	AP	73897	JUNE ELIZABETH GREVE	DECEMBER 2018 COURT CLEANING FEES	101-131-726.025	150.00
		73897		DECEMBER 2018 FOC CLEANING FEES	215-141-726.025	150.00
						300.00
12/11/2018	AP	73898	KERRIE JO DAENZER	GUARDIANSHIP APPOINTMENT & REVIEW ON 11/9/18	101-131-930.500	37.20
		73898		GUARDIANSHIP APPOINTMENT & REVIEW ON 11/9/18	101-131-930.830	60.00
						97.20
12/11/2018	AP	73899	LARRY KENT	SERVICES 11/28/18 THRU 12/05/18	249-371-801.024	500.00
12/11/2018	AP	73900	LINCOLN FINANCIAL	CICOTSEGO-BL-954784 DECEMBER 2018	101-131-704.140	467.41
		73900		CICOTSEGO-BL-954784 DECEMBER 2018	101-133-704.140	41.56
		73900		CICOTSEGO-BL-954784 DECEMBER 2018	215-141-704.140	201.03
		73900		CICOTSEGO-BL-954784 DECEMBER 2018	292-662-704.140	100.25
						810.25
12/11/2018	AP	73901	LIVINGSTON TOWNSHIP TREAS	2018 PRE PAYOUT	701-000-226.030	136.40
12/11/2018	AP	73902	LUTHERAN CHILD & FAMILY SERVICES	17-65-NA PLACEMENT 10/1/18 TO 10/31/18	292-662-930.810	4,201.08
12/11/2018	AP	73903	MARK RAYMOND	REIMBURSEMENT - #9545669-00 EQUIPMENT	249-371-726.050	26.96
12/11/2018	AP	73904	MARK RAYMOND	GASOLINE REIMBURSEMENT COUNTY VEHICLE	249-371-930.660	24.85
12/11/2018	AP	73905	MASSTRANS	2017-246 MEMBER DUES FY 2018-2019	588-697-930.600	2,403.00
12/11/2018	AP	73906	MCAA - ATTN: TABITHA WEDGE	VICTORIA COURTERIER - 2019 MEMBERSHIP DUES	101-131-930.600	75.00
12/11/2018	AP	73907	MELANIE YOUNGS	EMPLOYEE TRAVEL EXPENSE VOUCHER	290-670-930.500	30.00
12/11/2018	AP	73908	MIDCOURSE CORRECTIONS	17-37-NA PLACEMENT CHALLENGE CAMP 11/2/18 - 11/4/18	292-662-930.810	855.00
12/11/2018	AP	73909	MPJA	HON. MICHAEL K. COOPER - OTSEGO COUNTY PROBATE JUDGE 201	101-131-930.600	425.00
12/11/2018	AP	73910	NM ELECTRICAL INSPECTORS ASSOC	ELECTRICAL ACT 54 FEES 09/18 THRU 09/19	249-371-704.400	510.00
12/11/2018	AP	73911	NORTHERN LIGHTS COUNSELING AND CONS	NOVEMBER 2018 MENTAL HEALTH COUNSELING	101-133-940.010	530.00

CHECK DISBURSEMENT REPORT FOR COUNTY OF OTSEGO
 CHECK DATE FROM 12/11/2018 - 12/11/2018

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12/11/2018	AP	73912	NORTHERN MICHIGAN REVIEW	103118 ADS	209-751-930.300	310.00
		73912		393426-587028 PRIMETIMES, VETERAN'S DAY, SEO BOOST	588-697-930.300	212.60
						522.60
12/11/2018	AP	73913	OMS COMPLIANCE SERVICES INC	93096 PRE EMPLOYMENT DRUG TEST	209-751-801.020	80.00
12/11/2018	AP	73914	OTSEGO COUNTY BUS SYSTEM	OCTOBER 2018 DRUG COURT BUS	101-133-930.500	284.00
		73914		OCTOBER 2018 JUVENILE BUS - ALTERNATIVE EDUCATION & YOUTH	292-662-930.500	369.00
						653.00
12/11/2018	AP	73915	OTSEGO COUNTY JUDICIAL SYSTEM	11/14/18 HRA REIMBURSEMENT CHECK REGISTER	101-131-704.110	303.20
				11/20/18 HRA REIMBURSEMENT CHECK REGISTER	101-148-704.110	922.66
				11/14/18 HRA REIMBURSEMENT CHECK REGISTER	215-141-704.110	1,077.52
				11/20/18 HRA REIMBURSEMENT CHECK REGISTER	292-662-704.110	360.24
						2,663.62
12/11/2018	AP	73916	OTSEGO LAKE TWP TREAS	2018 PRE PAYOUT	701-000-226.030	500.21
12/11/2018	AP	73917	PAK MAIL CENTERS OF AMERICA	J-18-008-NA TO COURT OF APPEALS - 783814224084	101-131-930.450	14.18
12/11/2018	AP	73918	PINEVIEW HOMES	15-90-DL PLACEMENT 10/1/18 TO 10/31/18	292-662-930.810	6,477.76
12/11/2018	AP	73919	PROTECTION ONE	11/28/18 TO 12/27/18 DC/FAMILY WING MONITORING	101-131-940.010	85.89
				11/28/18 TO 12/27/18 ADMIN/PA WING MONITORING	101-267-920.410	25.05
				11/28/18 TO 12/27/18 ADMIN/PA WING MONITORING	101-267-930.983	3.58
				11/28/18 TO 12/27/18 FOC WING MONITORING	215-141-940.010	45.80
						160.32
12/11/2018	AP	73920	QUILL CORPORATION	COPY PAPER	101-131-726.000	195.96
12/11/2018	AP	73921	REDWOOD TOXICOLOGY LABORATORY INC	OCTOBER 2018 DRUG COURT DRUG TESTING	101-133-940.010	119.50
		73921		OCTOBER 2018 JUVENILE DRUG TESTING	292-662-940.010	155.65
						275.15
12/11/2018	AP	73922	RENEE EDWARDS	NOVEMBER 2018 ALTERNATIVE EDUCATION TEACHER	292-662-940.010	1,440.00
12/11/2018	AP	73923	RHONDA CONNOR	17-117-NA PLACEMENT 10/1/18 TO 10/31/18	292-662-930.810	534.44
12/11/2018	AP	73924	RICHARD G SUMAMPOW	2018 FALL SESSION YOUTH FITNESS ACADEMY FACILITATOR	292-662-940.010	2,000.00
12/11/2018	AP	73925	ROSCOMMON COUNTY	17-30-DL PLACEMENT 11/13/18 TO 11/27/18	292-662-930.810	2,352.00
12/11/2018	AP	73926	SATELLITE TRACKING OF PEOPLE LLC	OCTOBER 2018 JUVENILE TETHER	292-662-940.010	351.50
12/11/2018	AP	73927	SCOTT T BEATTY	NOVEMBER 2018 FOC REFEREE HEARINGS	215-141-940.010	1,700.00

CHECK DISBURSEMENT REPORT FOR COUNTY OF OTSEGO
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Check Date	Bank	Check #	Payee	Description	GL #	Amount
12/11/2018	AP	73928	SHERRY S HUFF	EMPLOYEE TRAVEL EXPENSE VOUCHER	290-670-703.040	50.00
		73928		EMPLOYEE TRAVEL EXPENSE VOUCHER	290-670-930.500	49.00
						99.00
12/11/2018	AP	73929	STAPLES BUSINESS CREDIT	SORTKWIK, HIGHLIGHTERS, CORRECTION TAPE, COMMAND STRIPS	101-131-726.000	88.03
12/11/2018	AP	73930	STATE OF MICHIGAN	P69 SUPORT SERVICES 4TH QUARTER (OCT-DEC 18)	101-131-970.450	2,931.65
12/11/2018	AP	73931	STATE OF MICHIGAN	2018 PRE PAYOUT	701-000-226.030	4,845.80
12/11/2018	AP	73932	STEPHANY GODDARD	GUARDIANSHIP REVIEW ON 11/8/18	101-131-930.500	8.50
		73932		GUARDIANSHIP REVIEW ON 11/8/18	101-131-930.830	30.00
						38.50
12/11/2018	AP	73933	UP RENTAL	01-175-DL RESTITUTION PAYMENT BY KODY PADGETT	701-000-271.148	50.00
12/11/2018	AP	73934	VERIZON WIRELESS	9818324531	101-267-930.230	51.27
		73934		9818837396 NOVEMBER	588-697-930.210	6.36
						57.63
12/11/2018	AP	73935	VISION SERVICE PLAN (VSP)	OTSEGO COUNTY RETIREES	647-851-704.110	169.52
12/11/2018	AP	73936	WALMART COMMUNITY GEMB	ANIMAL CONTROL 10/18-11/16 2018	212-430-726.000	772.63
12/11/2018	AP	73937	WAYNE BENTLEY	NOV 2018 WEEKEND DRUG TESTER: NOV. 10, 11, 12, 17, 18	101-133-940.010	360.00
12/11/2018	AP	73938	WINN TELECOM	TELEPHONE CHARGES	261-427-930.210	61.32
		73938		989-705-1786 DECEMBER	588-697-930.210	255.82
						317.14
TOTAL - ALL FUNDS				TOTAL OF 93 CHECKS		130,436.27

OTSEGO COUNTY
Board of Commissioners



EXECUTIVE SUMMARY

AGENDA ITEM: December 18, 2018 Warrant	AGENDA DATE: December 18, 2018
AGENDA PLACEMENT: New Business, A. Financials, Item 3	ACTION REQUESTED: Motion to Approve
STAFF CONTACT(S): Rachel Frisch, 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 December 18, 2018 warrant is in the amount of \$600,171.23. Major expenditures in the warrant include:

- \$48,690.98 Avfuel – Airplane Fuel
- \$37,950.04 C2AE – Trail/Trailhead/Groen Parking Lot Projects
- \$46,848.44 EF Wilkinson & Sons Inc – Trading Post Demolition
- \$138,444.50 MMRMA Insurance Installment
- \$79,295.85 Motorola Solutions Inc – 20 Radios
- \$48,715.00 Reith Riley Construction Inc – Tennis Court Project

RECOMMENDATION:

Staff requests approval of the warrant detailed above with a total amount of \$600,171.23.

CHECK DISBURSEMENT REPORT FOR COUNTY OF OTSEGO
 CHECK DATE FROM 12/18/2018 - 12/18/2018

Check Date	Bank	Check #	Payee	Description	GL #	Amount
12/18/2018	AP	2057(A)	CDW GOVERNMENT INC	MS OFFICE 2019 STANDARD - QUOTE KDWP608	261-901-970.435	579.02
12/18/2018	AP	2058(E)	AMERICAN WASTE	REST PMT BY MARCUS OROURKE 15-31255-FY-3	701-000-271.130	440.00
12/18/2018	AP	2059(E)	AMERICAN WASTE	2766401 GARBAGE BILL	208-752-920.200	82.40
		2059(E)		2766805 DEC 2018	212-430-920.410	72.10
		2059(E)		WASTE SERVICES	637-265-920.410	375.55
						530.05
12/18/2018	AP	2060(E)	AVFUEL CORPORATION	AV FUEL EXPENSE	281-000-228.023	600.00
		2060(E)		AV FUEL EXPENSE	281-537-930.664	48,090.98
						48,690.98
12/18/2018	AP	2061(E)	CHARTER COMMUNICATIONS	0069887110118 CABLE AND PHONE 0069887120118	208-752-726.000	181.42
		2061(E)		0069887110118 CABLE AND PHONE 0069887120118	208-752-930.210	79.98
		2061(E)		INMATE TV	595-351-726.000	222.88
						484.28
12/18/2018	AP	2062(E)	DE LAGE LANDEN PUBLIC FINANCE	EQUIPMENT-COPIER MACHINES	101-267-920.410	98.90
		2062(E)		EQUIPMENT-COPIER MACHINES	101-267-930.983	15.22
		2062(E)		EQUIPMENT-COPIER MACHINES	101-864-920.410	595.78
		2062(E)		EQUIPMENT-COPIER MACHINES	212-430-920.410	141.55
		2062(E)		EQUIPMENT-COPIER MACHINES	249-371-920.410	100.42
						951.87
12/18/2018	AP	2063(E)	DE LAGE LANDEN PUBLIC FINANCE	DECEMBER 2018 COURT COPY MACHINE LEASE PAYMENT	101-131-920.520	130.99
12/18/2018	AP	2064(E)	DE LAGE LANDEN PUBLIC FINANCE	DECEMBER 2018 FOC COPY MACHINE LEASE	215-141-920.520	118.58
12/18/2018	AP	2065(E)	DTE ENERGY	9100 208 4595 4 NATURAL GAS BILL	208-752-930.610	351.72
		2065(E)		ANIMAL CONTROL NOVEMBER 2018	212-430-930.610	553.22
						904.94
12/18/2018	AP	2066(E)	FRONTIER	ANIMAL SHELTER DEC 2018	212-430-930.210	95.58
		2066(E)		2 VOICE GRADE SPECIAL ACCESS LINE	261-427-930.210	63.53
						159.11
12/18/2018	AP	2067(E)	GORDON FOOD SERVICES - EFT	INMATE ROOM AND BOARD	101-351-726.025	492.93
		2067(E)		INMATE ROOM AND BOARD	101-351-726.030	68.99
		2067(E)		INMATE ROOM AND BOARD	101-351-930.700	5,747.15
						6,309.07
12/18/2018	AP	2068(E)	SYSCO - EFT	INVOICE 168958608	101-351-930.700	572.44

CHECK DISBURSEMENT REPORT FOR COUNTY OF OTSEGO
 CHECK DATE FROM 12/18/2018 - 12/18/2018

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12/18/2018	AP	2069(E)	THOMSON WEST	INV 839354794; ACCT 10000713367 NOV WEST INFO CHGS	101-267-726.200	777.93
		2069(E)		INV 839340647; ACCT 1000242483; CLEAR INFO CHGS	101-268-726.200	200.97
						978.90
12/18/2018	AP	2070(E)	WEST PAYMENT CENTER	NOVEMBER 2018 COURT SKIP TRACING FEE	101-131-940.010	126.34
12/18/2018	AP	2071(E)	WEST PAYMENT CENTER	NOVEMBER 2018 FOC SKIP TRACING FEE	215-141-940.010	136.85
12/18/2018	AP	2072(E)	WEX BANK	FUEL PURCHASES	101-301-930.660	2,041.26
		2072(E)		FUEL PURCHASES	101-302-930.660	199.92
		2072(E)		FUEL PURCHASES	101-648-930.660	89.02
		2072(E)		FUEL PURCHASES	101-721-930.660	215.97
		2072(E)		FUEL PURCHASES	205-301-930.660	301.15
		2072(E)		FUEL PURCHASES	208-751-930.660	79.35
		2072(E)		FUEL PURCHASES	208-752-930.660	79.36
		2072(E)		FUEL PURCHASES	210-651-700.000	3,638.80
		2072(E)		FUEL PURCHASES	212-430-930.660	448.59
		2072(E)		FUEL PURCHASES	249-371-930.660	71.99
		2072(E)		FUEL PURCHASES	281-537-930.660	49.74
						7,215.15
12/18/2018	AP	73939	VOID	** VOIDED **	** VOIDED **	
12/18/2018	AP	73940	VOID	** VOIDED **	** VOIDED **	
12/18/2018	AP	73941	VOID	** VOIDED **	** VOIDED **	
12/18/2018	AP	73942	VOID	** VOIDED **	** VOIDED **	
12/18/2018	AP	73943	VOID	** VOIDED **	** VOIDED **	
12/18/2018	AP	73944	VOID	** VOIDED **	** VOIDED **	
12/18/2018	AP	73945	123NET	123 NET EBILL	637-265-930.210	1,367.35
12/18/2018	AP	73946	20TH CIRCUIT COURT	18-56-DL PLACEMENT 11/1/18 TO 11/30/18	292-662-930.810	4,955.00
12/18/2018	AP	73947	ALLIE BROTHERS UNIFORMS	INVOICE 73700 UNIFORMS	101-301-726.046	297.55
12/18/2018	AP	73948	ALPINE ANIMAL HOSPITAL	NOV 2018	212-430-930.471	367.94
		73948		NOV 2018	212-430-930.980	603.24
						971.18

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 CHECK DATE FROM 12/18/2018 - 12/18/2018

Check Date	Bank	Check #	Payee	Description	GL #	Amount
12/18/2018	AP	73949	ANDREW J. SULLIVAN	11-29-18 JURY SERVICES	101-145-930.930	18.20
12/18/2018	AP	73950	ANNA M. PERRY	11-29-18 JURY SERVICES	101-145-930.930	15.40
12/18/2018	AP	73951	ANNETTE M. SIKORSKI	11-29-18 JURY SERVICE	101-145-930.930	23.00
12/18/2018	AP	73952	APRIL KELLEY	17-85-NA PLACEMENT 11/1/18 TO 11/30/18 & HOLIDAY ALLOWANCE	292-662-930.700	692.20
12/18/2018	AP	73953	APRIL KELLEY	17-85-NA PLACEMENT 11/1/18 TO 11/30/18 & HOLIDAY ALLOWANCE	292-662-930.700	692.20
12/18/2018	AP	73954	ARTS AUTO ELECTRIC SERVICE INC	01NA4450 STOCK	588-699-726.050	553.74
12/18/2018	AP	73955	BARBARA J. BUCKINGHAM	11-29-18 JURY SERVICES	101-145-930.930	31.00
12/18/2018	AP	73956	BETSY J. YUSKO	11-29-18 JURY SERVICES	101-145-930.930	20.60
12/18/2018	AP	73957	BETTY J. STEFFES	11-29-18 JURY SERVICES	101-145-930.930	19.80
12/18/2018	AP	73958	BETTY MOORE	REST PMT BY MARCUS OROURKE 15-31255-FY-3	701-000-271.130	20.00
12/18/2018	AP	73959	BEVERLY S. VANCURLER	11-29-18 JURY SERVICES	101-145-930.930	16.60
12/18/2018	AP	73960	BILL MARSH FORD GAYLORD	INVOICE 912792 BRAKE FLUID, HOSE ASSY	101-301-726.050	796.95
12/18/2018	AP	73961	BLUE CARE NETWORK	00182055 - JANUARY 2019 COURT MEDICAL	101-131-704.110	1,296.86
		73961		00182055 - JANUARY 2019 COURT MEDICAL	101-148-704.110	1,212.94
		73961		00182055 - JANUARY 2019 COURT MEDICAL	215-141-704.110	5,476.95
		73961		00182055 - JANUARY 2019 COURT MEDICAL	292-662-704.110	1,703.83
		73961		00182055 - JANUARY 2019 COURT MEDICAL	704-000-231.261	2,422.65
						12,113.23
12/18/2018	AP	73962	BOB BARKER COMPANY INC	INMATE TOWELS #NC1001450536	101-351-726.015	92.64
		73962		INVOICE NC1001455757	101-351-726.035	57.95
						150.59
12/18/2018	AP	73963	BONNY MILLER	PER DIEM, TRAVEL DECEMBER MEETING	208-752-703.040	50.00
		73963		PER DIEM, TRAVEL DECEMBER MEETING	208-752-930.500	20.00
						70.00
12/18/2018	AP	73964	BRADLEY J BUTCHER	REST PMT BY CONNIE JOSEPH 05-16547-FY-3	701-000-271.130	100.00
12/18/2018	AP	73965	BRADY'S BUSINESS SYSTEMS	COPIER MAINTENANCE FOR 11-8-18 - 12-7-18	101-149-726.000	9.70
12/18/2018	AP	73966	BRITTNEY M. SMITH	11-29-18 JURY SERVICE	101-145-930.930	27.00
12/18/2018	AP	73967	BROCK ARTFITCH	MEDICAL EXAMINER EXPENSE VOUCHER	101-648-801.020	430.00
		73967		MEDICAL EXAMINER EXPENSE VOUCHER	101-648-930.460	12.50

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Check Date	Bank	Check #	Payee	Description	GL #	Amount
						442.50
12/18/2018	AP	73968	BRUCE TILLINGER	SERVICES 11/19/18 THRU 12/06/18	249-371-801.027	1,110.00
		73968		SERVICES 11/19/18 THRU 12/06/18	249-371-801.028	510.00
						1,620.00
12/18/2018	AP	73969	BURNHAM & FLOWER OF MICHIGAN	2018 WINTER SHORT TERM BOND	101-253-930.100	3,041.00
12/18/2018	AP	73970	C2AE	OTSEGO COUNTY TRAIL	475-901-801.020	24,898.27
		73970		OTSEGO COUNTY TRAILHEAD	476-901-801.020	12,076.77
		73970		GROEN NATURE PRESERVE ENTRANCE AND PARKING LOT PROJEC	1494-901-970.300	975.00
						37,950.04
12/18/2018	AP	73971	CALLAN M. THOMAS	11-29-18 JURY SERVICES	101-145-930.930	19.80
12/18/2018	AP	73972	CAPITAL TIRE INC	INVOICE 50216739	101-301-726.050	177.86
12/18/2018	AP	73973	CARLA S. CARTER	11-29-18 JURY SERVICES	101-145-930.930	16.60
12/18/2018	AP	73974	CATHOLIC HUMAN SERVICES INC	NOVEMBER 2018 MENTAL HEALTH COUNSELING	101-133-940.010	30.00
12/18/2018	AP	73975	CCP INDUSTRIES INC	IN02210445 SHOP SUPPLIES	588-699-726.050	420.97
12/18/2018	AP	73976	CHILD & FAMILY SERVICES OF NW MI	17-26-18 FALL CLOTHING ALLOWANCE	292-662-930.810	107.00
12/18/2018	AP	73977	CHOICE PUBLICATIONS	ADS	209-751-930.300	240.00
12/18/2018	AP	73978	CHRISTINE E. SMITH	JURY DUTY SERVICE 11-29-18	101-145-930.930	21.00
12/18/2018	AP	73979	CHRISTOPHER F. ABBOTT	11-29-18 JURY SERVICE	101-145-930.930	19.80
12/18/2018	AP	73980	CMP DISTRIBUTORS	CORRECTIONS UNIFORMS	101-351-726.046	1,454.60
12/18/2018	AP	73981	COMMUNITY MEDIATION SERVICES INC	4TH QTR (OCT - DEC 18) MEDIATION SERVICES	101-136-940.010-DJDS	825.00
12/18/2018	AP	73982	COMPRENW	PICKUP AND DESTRUCTION OF OFFICE MATERIAL	101-101-920.410	35.00
		73982		PICKUP AND DESTRUCTION OF OFFICE MATERIAL	101-149-726.000	45.00
		73982		PICKUP AND DESTRUCTION OF OFFICE MATERIAL	101-215-920.410	25.00
		73982		PICKUP AND DESTRUCTION OF OFFICE MATERIAL	101-267-920.410	35.00
		73982		PICKUP AND DESTRUCTION OF OFFICE MATERIAL	101-301-920.410	35.00
						175.00
12/18/2018	AP	73983	CORWITH TWP TREAS	MTT #17-001203 CORWITH CHGBACK	516-000-026.022	8,770.45
		73983		OVERPAYMENT OF 2017 SETTLEMENT	516-030-694.000	2,965.34
						11,735.79

CHECK DISBURSEMENT REPORT FOR COUNTY OF OTSEGO
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Check Date	Bank	Check #	Payee	Description	GL #	Amount
12/18/2018	AP	73984	COUNTY EQUALIZATION SERVICES	EQUALIZATION SERVICES FOR NOVEMBER 2018	101-257-801.025	5,000.00
12/18/2018	AP	73985	CRYSTAL L. ROOT	11-29-18 JURY SERVICES	101-145-930.930	15.40
12/18/2018	AP	73986	CUMMINGS, MCCLOREY, DAVIS & ACHO P	BALANCE DUE FOR FILE	280-270-801.020	426.80
12/18/2018	AP	73987	CURTISS REPORTING CORP	INV. 18501 NEELEY TRANS, INV 18519 TURNER TRANS.	101-267-726.000	197.05
12/18/2018	AP	73988	DANIEL PHILLIPS	MEDICAL EXAMINER EXPENSE VOUCHER	101-648-801.020	1,465.00
		73988		MEDICAL EXAMINER EXPENSE VOUCHER	101-648-930.460	781.50
						2,246.50
12/18/2018	AP	73989	DARREN S. MAERTENS	11-29-18 JURY SERVICES	101-145-930.930	15.40
12/18/2018	AP	73990	DAVE BARAGREY	PER DIEM, TRAVEL DECEMBER MEETING	208-752-703.040	50.00
		73990		PER DIEM, TRAVEL DECEMBER MEETING	208-752-930.500	1.60
						51.60
12/18/2018	AP	73991	DAVID G. OHARE	11-29-18 JURY SERVICES	101-145-930.930	36.40
12/18/2018	AP	73992	DAVID MICHAEL SMITH	11-29-18 JURY SERVICES	101-145-930.930	23.00
12/18/2018	AP	73993	DAVID R. MILLER	11-29-18 JURY SERVICE	101-145-930.930	19.80
12/18/2018	AP	73994	DAWN TUILETA	18-49-NA PLACEMENT 12/1/18 TO 12/4/18	292-662-930.700	68.96
12/18/2018	AP	73995	DAWN TUILETA	18-49-NA PLACEMENT 12/1/18 TO 12/4/18	292-662-930.700	68.96
12/18/2018	AP	73996	DAWN TUILETA	18-49-NA PLACEMENT 11/1/18 TO 11/30/18	292-662-930.700	517.20
12/18/2018	AP	73997	DAWN TUILETA	18-49-NA PLACEMENT 11/1/18 TO 11/30/18	292-662-930.700	517.20
12/18/2018	AP	73998	DEKETO LLC	NOVEMBER 2018 DOCUMENTS	101-215-920.410	383.33
		73998		NOVEMBER 2018 DOCUMENTS	256-215-920.410	766.67
						1,150.00
12/18/2018	AP	73999	DELL MARKETING LP	DELL UNIVERSAL DOCK - D6000 - QUOTE 3000030589293.1	101-721-726.000	162.79
		73999		DELL LATITUDE 5590 QUOTE 3000030317421.1	266-901-970.440	1,511.16
		73999		TZ300 SECURITY APPLIANCE - QUOTE 3000029837845.1	594-806-801.030	483.75
						2,157.70
12/18/2018	AP	74000	DOLLAR GENERAL	REST PMT BY BRYERR SCHMIDT-18-36127-SM-3	701-000-271.130	29.65
12/18/2018	AP	74001	DOMAIN LISTINGS	ANNUAL WEBSITE DOMAIN LISTING	101-228-801.020	228.00
12/18/2018	AP	74002	DONALD FREEMAN	BOND REFUND LESS 10%	701-000-265.000	180.00

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12/18/2018	AP	74003	DONNA S. STUBENVOLL	11-29-18 JURY SERVICES	101-145-930.930	17.40
12/18/2018	AP	74004	DOUGLAS J. FRANCKOWIAK	11-29-18 JURY SERVICES	101-145-930.930	24.60
12/18/2018	AP	74005	DUNNS	OFFICE SUPPLIES	101-149-726.000	282.62
		74005		2018 1211 DUNNS DEC PRNT BILL	101-257-726.000	19.92
		74005		INV AR302761, AR 302766; AR 302797, ACCT DUN-406	101-267-726.000	629.27
		74005		CORRECTIONS SUPPLIES	101-301-726.000	5.97
		74005		CORRECTIONS SUPPLIES	101-351-726.000	67.02
		74005		INVOICE # AR301484, COPIER CONTRACT MONTH END 11/01/18-11/30,101-682-920.410	101-682-920.410	43.56
		74005		INVOICE AR300517 WORK CAMP SUPPLIES	205-301-726.000	23.70
		74005		AR303501	212-430-726.000	124.66
		74005		INVOICE # AR301484, COPIER CONTRACT MONTH END 11/01/18-11/30,232-690-920.410	232-690-920.410	43.55
		74005		SUPPLIES #1566	249-371-726.000	146.69
						1,386.96
12/18/2018	AP	74006	EARTHWORKS ENTERPRISES INC	SNOW PLOWING	226-528-940.010	228.50
12/18/2018	AP	74007	EF WILKINSON & SONS INC	DEMOLITION OF TRADING POST/INFO CENTER/ADDITIONAL WORK	617-901-970.300	46,848.44
12/18/2018	AP	74008	ELIZABETH L. HAMLTON	11-29-18 JURY SERVICES	101-145-930.930	32.00
12/18/2018	AP	74009	EMPIRIC SOLUTIONS INC	CONTRACT SERVICE JAN 2019	101-000-123.000	7,895.00
12/18/2018	AP	74010	ERIC A. HOOVER	11-29-18 JURY SERVICES	101-145-930.930	18.20
12/18/2018	AP	74011	ERIC B. FRANCKOWIAK	11-29-18 JURY SERVICES	101-145-930.930	25.00
12/18/2018	AP	74012	ERIC M. WERDA	11-29-18 JURY SERVICE	101-145-930.930	15.80
12/18/2018	AP	74013	EXTRA PACKAGING, LLC	MEDICAL EXAMINER BAGS	101-648-726.000	385.33
12/18/2018	AP	74014	FAMILY FARE	REST PMT BY MARY DUNLAP 18-36071-SM-3	701-000-271.130	29.78
12/18/2018	AP	74015	FASTENAL COMPANY	MIGA24556 SAFETY JACKETS FOR DRIVERS (12)	588-699-726.046	263.88
12/18/2018	AP	74016	FIFTH THIRD BANK SAFE BOX	2019 SAFE DEPOSIT BOX RENT	516-253-920.410	40.00
12/18/2018	AP	74017	FRANCES A. MCKENNEY	11-29-18 JURY SERVICE	101-145-930.930	18.60
12/18/2018	AP	74018	GALLS INC AN ARAMARK CO	STERLY JACKET INVOICE 011171761	101-301-726.046	155.00
		74018		011248250 011248818	212-430-726.046	97.42
						252.42
12/18/2018	AP	74019	GARCIA CLINICAL LABORATORY	INMATE LABS #45998	101-351-726.035	86.00
12/18/2018	AP	74020	GAYLORD CITY TREASURER	211D NOVEMBER 2018 DISTRICT COURT MONTH END TRANSMITTAL	701-000-221.000	299.14

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12/18/2018	AP	74021	GAYLORD DRY CLEANERS	NOVEMBER DRY CLEANING	101-301-920.410	84.00
		74021		NOVEMBER DRY CLEANING	101-302-920.410	80.00
		74021		NOVEMBER DRY CLEANING	101-351-920.410	51.00
		74021		NOVEMBER DRY CLEANING	205-301-920.410	20.00
						235.00
12/18/2018	AP	74022	GAYLORD VETERINARY SERVICES	NOV 2018	212-430-726.035	38.40
		74022		NOV 2018	212-430-930.471	1,013.79
		74022		NOV 2018	212-430-930.980	1,142.00
						2,194.19
12/18/2018	AP	74023	GBS INC	REMONUMENTATION BOOK	256-215-726.000	191.54
12/18/2018	AP	74024	GENESEE COUNTY MEDICAL EXAMINER	OTSEGO COUNTY AUTOPSY	101-648-930.920	2,496.00
12/18/2018	AP	74025	GILL ROYS HARDWARE	809723 GLOVES, TANK LEVER	208-752-726.000	8.99
		74025		809723 GLOVES, TANK LEVER	208-752-726.025	21.98
		74025		809723 GLOVES, TANK LEVER	209-751-726.000	116.90
		74025		1811-977782	212-430-726.000	51.35
						199.22
12/18/2018	AP	74026	GINELL A. WIXON	11-29-18 JURY SERVICE	101-145-930.930	19.00
12/18/2018	AP	74027	GLORIA L. SMITH	11-29-18 JURY SERVICES	101-145-930.930	19.80
12/18/2018	AP	74028	GRACE H. BISHOP	11-29-18 JURY SERVICES	101-145-930.930	36.00
12/18/2018	AP	74029	GRAPHIC SCIENCES INC	IMAGES TO FILM	256-215-726.000	124.30
12/18/2018	AP	74030	GREGORY M. KATES	11-29-18 JURY SERVICES	101-145-930.930	5.60
12/18/2018	AP	74031	HALL VETERINARY CLINIC	102668	212-430-726.035	30.00
		74031		102668	212-430-930.980	208.00
						238.00
12/18/2018	AP	74032	HAROLD E. BRECKOW II	11-29-18 JURY SERVICE	101-145-930.930	23.80
12/18/2018	AP	74033	HOME DEPOT	REST PMT BY MARCUS OROURKE 15-31255-FY-3	701-000-271.130	20.00
12/18/2018	AP	74034	IDENTISYS	COLOR RIBBON FOR CPL PRINTER	263-030-476.050	270.82
12/18/2018	AP	74035	IDSI INTERNATIONAL INC	PROFESSIONAL SERVICE MAINTENANCE	261-901-970.450	1,500.00
12/18/2018	AP	74036	IMAGE FACTORY INC	INVOICE 44503 K. SMITH BADGE	101-301-726.000	23.50

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12/18/2018	AP	74057	JUDITH L. BIRD	COUNTY BURIAL ALLOWANCE, VETERAN	101-681-930.960	300.00
12/18/2018	AP	74058	JULIE DANKERT	18-42-NA PLACEMENT 11/1/18 TO 11/14/18	292-662-930.700	224.12
12/18/2018	AP	74059	JULIE DANKERT	18-42-NA PLACEMENT 11/1/18 TO 11/14/18	292-662-930.700	224.12
12/18/2018	AP	74060	JULIE DANKERT	18-42-NA PLACEMENT 11/1/18 TO 11/14/18	292-662-930.700	224.12
12/18/2018	AP	74061	JULIE K. FONGER	11-29-18 JURY SERVICES	101-145-930.930	17.00
12/18/2018	AP	74062	JUSTIN WING	PER DIEM, TRAVEL DECEMBER MEETING	208-752-703.040	50.00
		74062		PER DIEM, TRAVEL DECEMBER MEETING	208-752-930.500	8.55
						58.55
12/18/2018	AP	74063	KAREN MCMANEMY	REFUND MAILING FEE OF MCMANEMY V PRUSAKIEWICZ 18-32776-GC 101-136-606.010		12.00
12/18/2018	AP	74064	KELLI LAJENUESSE	CAMPING REFUND	208-440-652.030	146.00
12/18/2018	AP	74065	KELLI PARKER	PER DIEM, TRAVEL DECEMBER MEETING	208-752-703.040	50.00
		74065		PER DIEM, TRAVEL DECEMBER MEETING	208-752-930.500	2.50
						52.50
12/18/2018	AP	74066	KENNETH A. SEWELL	11-29-18 JURY SERVICE	101-145-930.930	21.40
12/18/2018	AP	74067	KEVAN D FLORY	#19-2017 FINAL INSPECTION EMERGENCY SEPTIC, CDBG PI EMERGE 233-690-940.010		200.00
12/18/2018	AP	74068	KEVIN AND COLLEEN LAMB	REST PMT BY LAWRENCE MCDONALD II 17-34880-SD-3	701-000-271.130	882.50
12/18/2018	AP	74069	KIM MOYER	REST PMT BY JENIFER PURDY 18-36253-SM-3	701-000-271.130	50.00
12/18/2018	AP	74070	KOHL'S CORPORATE LOSS PREVENTION	REST PMT BY VERONICA WALTER 17-34919-SM-3	701-000-271.130	37.50
12/18/2018	AP	74071	KRISTI KURNCZ	11-29-18 JURY SERVICES	101-145-930.930	36.40
12/18/2018	AP	74072	LAPPANS OF GAYLORD INC	CHAIN, CYCLE MIX, CHAIN SHARPENING	208-751-726.000	44.68
		74072		CHAIN, CYCLE MIX, CHAIN SHARPENING	208-751-726.050	7.00
						51.68
12/18/2018	AP	74073	LARRY KENT	SERVICES 12/05/18 THRU 12/12/18	249-371-801.024	500.00
12/18/2018	AP	74074	LISA M. DIETZ	11-29-18 JURY SERVICE	101-145-930.930	16.60
12/18/2018	AP	74075	LUTHERAN CHILD & FAMILY SERVICES	16-108-NA PLACEMENT 11/1/18 TO 11/30/18 & HOLIDAY ALLOWANCE	292-662-930.810	1,234.40
12/18/2018	AP	74076	LYNDA M. RUTKOWSKI	11-29-18 JURY SERVICE	101-145-930.930	36.00
12/18/2018	AP	74077	M BANK	REST PMT BY JOY MILLER 06-18440-FY-3	701-000-271.130	28.00

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12/18/2018	AP	74078	MAKE IT MINE DESIGN	CORRECTIONS EMBROIDERY	101-351-726.046	424.00
12/18/2018	AP	74079	MAPPING SOLUTIONS	2018 1205 MAPSOL PLTBK	618-447-920.410-PLATI	2,000.00
12/18/2018	AP	74080	MARC W. SEYMOUR	11-29-18 JURY SERVICE	101-145-930.930	27.00
12/18/2018	AP	74081	MARK RAYMOND	GASOLINE REIMBURSEMENT FOR COUNTY VEHICLE	249-371-930.660	17.01
12/18/2018	AP	74082	MARLENE S. DZWIK	11-29-18 JURY SERVICE	101-145-930.930	19.00
12/18/2018	AP	74083	MARVIN CARLSON	MEDICAL EXAMINER EXPENSE VOUCHER	101-648-801.020	100.00
12/18/2018	AP	74084	MELISSA S. LAMBDIN	11-29-18 JURY SERVICES	101-145-930.930	17.40
12/18/2018	AP	74085	MEYER ACE	25168 SHOP SUPPLIES	588-699-726.050	32.35
12/18/2018	AP	74086	MICHAEL OLTERSODORF	11-29-18 JURY SERVICE	101-145-930.930	23.00
12/18/2018	AP	74087	MICHIGAN STATE POLICE BFS-CASHIERS	NOVEMBER LIVESCAN FEES	701-000-228.017	924.00
		74087		NOVEMBER SOR FEES	701-000-228.018	120.00
						1,044.00
12/18/2018	AP	74088	MICHIGAN STATE POLICE BFS-CASHIERS	NOVEMBER NEW AND RENEWAL CPL PERMITS	701-000-228.016	2,878.00
12/18/2018	AP	74089	MICHIGAN STATE POLICE BFS-CASHIERS	LEIN AVPN 3 WAY LINE 10/1/18 TO 12/31/18	101-132-930.240	1,765.00
12/18/2018	AP	74090	MID NORTH PRINTING INC	REGULAR AND WINDOW ENVELOPES	101-215-726.000	601.60
12/18/2018	AP	74091	MMRMA	INSTALLMENT DUE 1/1/19	101-851-930.100	138,444.50
12/18/2018	AP	74092	MONE'S AUTO WASH	LAND USE VEHICLE CONDITIONING #917643	249-371-920.400	105.95
12/18/2018	AP	74093	MOTOROLA SOLUTIONS INC	APX 4000/4500 7/800 20 RADIOS	261-901-970.435	79,295.85
12/18/2018	AP	74094	NETWORKFLEET INC	NOVEMBER MONTHLY SERVICE	101-301-920.410	75.80
		74094		NOVEMBER MONTHLY SERVICE	101-302-920.410	18.95
		74094		NOVEMBER MONTHLY SERVICE	101-334-920.410	18.95
		74094		NOVEMBER MONTHLY SERVICE	101-351-920.410	18.95
		74094		OSV0000001621074	212-430-920.410	37.90
						170.55
12/18/2018	AP	74095	NEW CENTURY SIGNS	48190 "OCBS" ON JACKETS (DRIVERS)	588-699-726.046	120.00
12/18/2018	AP	74096	NEYSA IMUS	BOND REFUND LESS 10%	701-000-265.000	450.00
12/18/2018	AP	74097	NICHOLE D. FRANCKOWIAK	11-29-18 JURY SERVICES	101-145-930.930	24.60
12/18/2018	AP	74098	NORTH CENTRAL MICHIGAN COLLEGE	NCMC MICROSOFT OFFICE FOR WINDOWS	101-253-704.400	159.25

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		74098		NCMC MICROSOFT OFFICE FOR WINDOWS	516-253-704.400	159.25
		74098		NCMC MICROSOFT OFFICE FOR WINDOWS	616-253-704.400	159.25
		74098		NCMC MICROSOFT OFFICE FOR WINDOWS	617-253-704.400	159.25
						637.00
12/18/2018	AP	74099	NORTHERN MICHIGAN LIVESTOCK	REST PMT BY TYLER PETERSEN 16-33561-FY-3	701-000-271.130	8,732.25
12/18/2018	AP	74100	NORTHERN MICHIGAN REVIEW	REQUEST FOR BIDS	101-101-930.300	50.88
		74100		113018 ADS	208-752-930.300	598.00
		74100		ADVERTISING #113018	249-371-930.300	943.50
		74100		REQUEST FOR BIDS	266-901-970.420	166.50
		74100		REQUEST FOR BIDS	494-901-970.300	228.94
						1,987.82
12/18/2018	AP	74101	NYE UNIFORM COMPANY	INVOICE 677759 K. SMITH UNIFORMS	101-301-726.046	855.10
12/18/2018	AP	74102	OMS COMPLIANCE SERVICES INC	NEW EMPLOYEE DRUG TEST	101-301-940.010	83.75
		74102		PREEMPLOYMENT DRUG TEST	249-371-940.010	80.00
						163.75
12/18/2018	AP	74103	OTSEGO CONSERVATION DISTRICT	EDUCATION CENTER	499-901-970.300-NATU	7,849.65
12/18/2018	AP	74104	OTSEGO COUNTY	BDR/BDA/BDU AS ATTACHED	701-000-265.000	1,670.00
12/18/2018	AP	74105	OTSEGO COUNTY BUS SYSTEM	NOVEMBER 2018 DRUG COURT BUS	101-133-930.500	256.00
		74105		INVOICE 18-00008353 69-5 L-O-F	101-301-726.050	58.50
		74105		MR 18-00008349 69-21 WORK CAMP WINTER TIRES	205-301-726.050	42.45
		74105		NOVEMBER 2018 JUVENILE BUS: ALTERNATIVE EDUCATION & YOUTH	292-662-930.500	192.00
						548.95
12/18/2018	AP	74106	OTSEGO COUNTY JUDICIAL SYSTEM	12/06/18 HRA REIMBURSEMENT CHECK REGISTER	101-131-704.110	1,638.32
		74106		12/06/18 HRA REIMBURSEMENT CHECK REGISTER	101-148-704.110	74.80
		74106		12/06/18 HRA REIMBURSEMENT CHECK REGISTER	215-141-704.110	4,001.28
		74106		12/06/18 HRA REIMBURSEMENT CHECK REGISTER	292-662-704.110	47.99
						5,762.39
12/18/2018	AP	74107	PAIGE A. KASSUBA	11-29-18 JURY SERVICES	101-145-930.930	27.80
12/18/2018	AP	74108	PAMELA A. CLARK	11-29-18 JURY SERVICE	101-145-930.930	31.80
12/18/2018	AP	74109	PINEVIEW HOMES	15-90-DL PLACMENT 11/1/18 TO 11/30/18 & 8/1/18 TO 8/31/18	292-662-930.810	12,746.56
12/18/2018	AP	74110	PRINTING SYSTEMS INC	A/P LASER CHECKS	645-201-726.000	676.15

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12/18/2018	AP	74111	PROTECTION ONE	12/28/18 TO 1/27/19 DC/FAMILY WING MONITORING	101-131-940.010	85.89
		74111		12/28/18 TO 01/27/19 ADMIN/PA WING MONITORING	101-267-920.410	25.05
		74111		12/28/18 TO 01/27/19 ADMIN/PA WING MONITORING	101-267-930.983	3.58
		74111		12/28/18 TO 1/27/19 FOC WING MONITORING	215-141-940.010	45.80
						160.32
12/18/2018	AP	74112	RANDALL R. SCHMIDLIN	11-29-18 JURY SERVICES	101-145-930.930	18.20
12/18/2018	AP	74113	RANDY STULTS	PER DIEM, TRAVEL DECEMBER MEETING	208-752-703.040	50.00
		74113		PER DIEM, TRAVEL DECEMBER MEETING	208-752-930.500	10.60
						60.60
12/18/2018	AP	74114	REDWOOD BIOTECH	WORK CAMP SUPPLIES INVOICE 668423	205-301-726.000	800.00
12/18/2018	AP	74115	REDWOOD TOXICOLOGY LABORATORY INC	NOVEMBER 2018 DRUG COURT CHECK REGISTER	101-133-940.010	418.95
		74115		NOVEMBER 2018 JUVENILE DRUG TESTING	292-662-801.030	230.15
						649.10
12/18/2018	AP	74116	REHMANN ROBSON	RR472427 PAYMENT #1 FY 2018	588-697-801.020	5,000.00
12/18/2018	AP	74117	RESERVE ACCOUNT	POSTAGE USED IN METER ACCT 31506793	101-267-930.450	133.37
		74117		POSTAGE USED IN METER ACCT 31506793	101-267-930.983	256.70
		74117		POSTAGE USED IN METER ACCT 31506793	101-268-930.450	319.01
						709.08
12/18/2018	AP	74118	RIETH-RILEY CONSTRUCTION, INC.	TENNIS COURT PROJECT	474-901-970.300	48,715.00
12/18/2018	AP	74119	ROBIN R. PETRUSKA	11-29-18 JURY SERVICE	101-145-930.930	20.60
12/18/2018	AP	74120	RONALD R. DREFFS	11-29-18 JURY SERVICE	101-145-930.930	21.40
12/18/2018	AP	74121	ROSE SEPTIC SERVICES	MAY/JUNE/JULY PORTA JON RENTALS FOR MSP CLASS	101-332-940.010-DONA	300.00
12/18/2018	AP	74122	RR DONNELLEY	VITAL RECORDS SAFETY PAPER	101-215-726.000	109.67
12/18/2018	AP	74123	RYAN CZYKOSKI	REST PMT BY VERONICA WALTER 16-32971-SD-3	701-000-271.130	17.00
12/18/2018	AP	74124	SAMANTHA J. JONES	11-29-18 JURY SERVICES	101-145-930.930	31.20
12/18/2018	AP	74125	SANE	REST PMT BY TABITHA ALEXANDER 18-35953-SM-3	701-000-271.130	100.00
12/18/2018	AP	74126	SARA SCHMIDT	CUTLARY, PAPER PLATES, ETC	101-268-726.000	19.29
12/18/2018	AP	74127	SAULT STE MARIE TRIBE - CHIPPEWA IN	17-44-DL PLACEMENT 11/14/18 TO 11/27/18	292-662-930.810	1,560.00
12/18/2018	AP	74128	SCIENTIFIC BRAKE & EQUIPMENT COMPAN	020225632 BUS #3	588-699-726.050	82.31

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12/18/2018	AP	74129	SCOTT COURTERIER	PER DIEM, TRAVEL DECEMBER MEETING	208-752-703.040	50.00
		74129		PER DIEM, TRAVEL DECEMBER MEETING	208-752-930.500	8.50
						58.50
12/18/2018	AP	74130	SHAWN R. ADAMS	11-29-18 JURY SERVICES	101-145-930.930	34.00
12/18/2018	AP	74131	SIDOCK GROUP INC	TENNIS COURT PROJECT	474-901-801.020	4,417.77
12/18/2018	AP	74132	STAPLES BUSINESS CREDIT	STAPLES BUSINESS CREDIT	101-000-106.000	(29.95)
		74132		STAPLES BUSINESS CREDIT	101-101-726.000	144.02
						114.07
12/18/2018	AP	74133	STATE OF MICHIGAN	211D NOVEMBER 2018 DISTRICT COURT MONTH END TRANSMITTAL	701-000-228.020	30.00
		74133		211D NOVEMBER 2018 DISTRICT COURT MONTH END TRANSMITTAL	701-000-228.030	225.00
		74133		211D NOVEMBER 2018 DISTRICT COURT MONTH END TRANSMITTAL	701-000-228.037	3,976.60
		74133		211D NOVEMBER 2018 DISTRICT COURT MONTH END TRANSMITTAL	701-000-228.042	414.00
		74133		211D NOVEMBER 2018 DISTRICT COURT MONTH END TRANSMITTAL	701-000-228.057	235.00
		74133		211D NOVEMBER 2018 DISTRICT COURT MONTH END TRANSMITTAL	701-000-228.058	3,605.00
		74133		211D NOVEMBER 2018 DISTRICT COURT MONTH END TRANSMITTAL	701-000-228.059	9,243.70
		74133		211D NOVEMBER 2018 DISTRICT COURT MONTH END TRANSMITTAL	701-000-228.560	840.00
						18,569.30
12/18/2018	AP	74134	STATE OF MICHIGAN	NOVEMBER 2018 MONTH END	701-000-228.037	821.61
		74134		NOVEMBER 2018 MONTH END	701-000-228.042	250.00
		74134		NOVEMBER 2018 MONTH END	701-000-228.057	50.00
		74134		NOVEMBER 2018 MONTH END	701-000-228.058	1,309.00
		74134		NOVEMBER 2018 MONTH END	701-000-228.059	409.76
		74134		NOVEMBER 2018 MONTH END	701-000-228.560	275.00
						3,115.37
12/18/2018	AP	74135	STATE OF MICHIGAN	NOVEMBER 2018 MONTH END	701-000-228.006	621.06
		74135		NOVEMBER 2018 MONTH END	701-000-228.037	45.00
		74135		NOVEMBER 2018 MONTH END	701-000-228.042	45.00
		74135		NOVEMBER 2018 MONTH END	701-000-228.058	807.00
		74135		NOVEMBER 2018 MONTH END	701-000-228.059	105.00
		74135		NOVEMBER 2018 MONTH END	701-000-228.560	150.00
						1,773.06
12/18/2018	AP	74136	STATE OF MICHIGAN	NOVEMBER 2018 MONTH END	701-000-228.005	6.00
12/18/2018	AP	74137	STEPHANIE C. RISDON-ZEWATSKI	11-29-18 JURY SERVICES	101-145-930.930	17.40

CHECK DISBURSEMENT REPORT FOR COUNTY OF OTSEGO
 CHECK DATE FROM 12/18/2018 - 12/18/2018

Check Date	Bank	Check #	Payee	Description	GL #	Amount
12/18/2018	AP	74138	SUSAN M. SUMAMPOW	11-29-18 JURY SERVICE	101-145-930.930	27.00
12/18/2018	AP	74139	SYDNEY A. NEWCOMB	11-29-18 JURY SERVICES	101-145-930.930	22.20
12/18/2018	AP	74140	TELE-RAD	INSTALL RADIO INTO UNIT 300 AT ELMIRA FIRE	261-427-940.010	1,195.05
		74140		PROGRAM TO STA2 FOR DISPATCH	261-901-970.435	1,711.34
						2,906.39
12/18/2018	AP	74141	TENANT PI LLC	INVOICE #32640, CONTRACT FOR CREDIT REPORTS	233-690-930.600	200.00
12/18/2018	AP	74142	TENURGY, LLC	CONSUMERS ENERGY/DTE SALES TAX SAVINGS	212-430-930.610	3.69
		74142		CONSUMERS ENERGY/DTE SALES TAX SAVINGS	281-537-930.610	0.74
						4.43
12/18/2018	AP	74143	TERESA KAPELLER	REST PMT BY VERONICA WALTER 16-32971-SD-3	701-000-271.130	33.00
12/18/2018	AP	74144	TERRANCE M COTTLE	NOVEMBER 2018 GROUP MENTAL HEALTH COUNSELING	101-133-940.010	1,200.00
12/18/2018	AP	74145	THOMAS J PUDVAN	MEDICAL EXAMINER EXPENSE VOUCHER	101-648-801.020	591.67
		74145		MEDICAL EXAMINER EXPENSE VOUCHER	101-648-930.210	40.00
		74145		MEDICAL EXAMINER EXPENSE VOUCHER	101-648-930.500	6.00
						637.67
12/18/2018	AP	74146	THOMSON WEST	INV 839165131; ACCT 1000242483; CLEAR CHRGS	101-268-726.200	197.03
12/18/2018	AP	74147	TOPCOMP COMPUTER SOFTWARE SERVICES	2018 1205 TOPCOMP NOV BILL	618-447-920.410	1,300.00
12/18/2018	AP	74148	UCMAN	UCMAN CONNECTIVITY	101-864-930.240	800.00
		74148		8404 DEC 2018	212-430-920.410	400.00
		74148		UCMAN CONNECTIVITY	261-427-930.240	200.00
						1,400.00
12/18/2018	AP	74149	ULLIANCE INC	DECEMBER LIFE ADVISOR EMPLOYEE ASSISTANCE PROGRAM	101-131-704.110	26.11
		74149		DECEMBER LIFE ADVISOR EMPLOYEE ASSISTANCE PROGRAM	101-133-704.110	1.83
		74149		DECEMBER LIFE ADVISOR EMPLOYEE ASSISTANCE PROGRAM	101-148-704.110	1.83
		74149		DECEMBER LIFE ADVISOR EMPLOYEE ASSISTANCE PROGRAM	215-141-704.110	12.81
		74149		DECEMBER LIFE ADVISOR EMPLOYEE ASSISTANCE PROGRAM	292-662-704.110	5.00
		74149		DECEMBER LIFE ADVISOR EMPLOYEE ASSISTANCE PROGRAM	647-851-704.110	197.64
						245.22
12/18/2018	AP	74150	ULTA	REST PMT BY DIANA MILLER 17-35251-SM-3	701-000-271.130	25.00
12/18/2018	AP	74151	VISION SERVICE PLAN (VSP)	DEC 2018	647-851-704.110	1,469.56

CHECK DISBURSEMENT REPORT FOR COUNTY OF OTSEGO
 CHECK DATE FROM 12/18/2018 - 12/18/2018

Check Date	Bank	Check #	Payee	Description	GL #	Amount
12/18/2018	AP	74152	WAL-MART STORES ASSET PROTECTION	REST PMT BY BRYAN MORGAN 18-35609-SM-3	701-000-271.130	98.44
12/18/2018	AP	74153	WALTER DRZEWIECKI	REST PMT BY MARCUS OROURKE 15-31255-FY-3	701-000-271.130	20.00
12/18/2018	AP	74154	WASH N GO MANAGEMENT INC	11500 NOV 2018	212-430-920.410	12.00
12/18/2018	AP	74155	WILBER AUTOMOTIVE SUPPLY INC	130382 SHOP TRUCK & STOCK	588-698-726.025	63.76
		74155		130382 SHOP TRUCK & STOCK	588-699-726.050	43.98
						107.74
12/18/2018	AP	74156	WILLIAM HOLEWINSKI	PER DIEM, TRAVEL DECEMBER MEETING	208-752-703.040	50.00
		74156		PER DIEM, TRAVEL DECEMBER MEETING	208-752-930.500	3.00
						53.00
12/18/2018	AP	74157	WMJZ EAGLE 101.5	IN #95-9 & #96-9, HOUSING & VETERANS ADVERTISEMENT MARKETIN 101-682-930.300		100.00
		74157		IN #95-9 & #96-9, HOUSING & VETERANS ADVERTISEMENT MARKETIN 233-690-930.300		100.00
						200.00
12/18/2018	AP	74158	ZAREMBA EQUIPMENT INC	S 118022 BUS #6	588-699-726.050	146.12
TOTAL - ALL FUNDS				TOTAL OF 236 CHECKS (6 voided)		600,171.23

**OTSEGO COUNTY
Board of Commissioners**



EXECUTIVE SUMMARY

AGENDA ITEM: Otsego County Road Commission Board Appointment (James Camiller, CPA)	AGENDA DATE: December 18, 2018
AGENDA PLACEMENT: New Business, Item A.	ACTION REQUESTED: Motion to Approve
STAFF CONTACT(S): Rachel Frisch, County Administrator	ATTORNEY REVIEW: No

BACKGROUND/DISCUSSION:

The Otsego County Board Chair formed a Selection Committee to choose the two appointees for the Otsego County Road Commission Board. After interviewing each applicant, the Selection Committee recommends appointing James Camiller, CPA to the Otsego County Road Commission Board for a **2-year term** 1/1/19 – 12/31/20.

RECOMMENDATION:

Staff requests approval of the appointment of James Camiller, CPA to the Otsego County Road Board to a 2-year term 1/1/19 – 12/31/20.



Otsego
C O U N T Y
M I C H I G A N

APPLICATION FOR APPOINTMENT TO
COMMITTEES, BOARDS AND COMMISSIONS

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

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

OTSEGO COUNTY ROAD COMMISSION

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

Please print or type.

Name: JAMES CAMILLER

Address: 2600 MANORWOOD DR, GAYLORD, MI Zip Code 49735

Telephone: 989-370-4831 Other: 989-786-7779 X4

Email address: JAMES@LEWISTONCPA.COM

Date available for appointment IMMEDIATE

County Commission District VII

Are you a registered voter in Otsego County? Yes No

If yes, which township, city or village? BAGLEY

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

Community Service

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

- OTSEGO COUNTY COMMUNITY FOUNDATION BOARD: 2017 - PRESENT (TREASURER 2017 - PRESENT)
- OTSEGO COUNTY COMMISSION ON AGING BOARD: 2007 - PRESENT (TREASURER 2007 - PRESENT)
- GAYLORD ROTARY CLUB: 2008 - PRESENT (TREASURER 2012 - 2017)
- OTSEGO WILDLIFE LEGACY SOCIETY BOARD: 2005 - 2011 (TREASURER 2007 - 2011)
- OTSEGO COUNTY UNITED WAY BOARD: 2007 - 2008 (2008 CAMPAIGN CO-CHAIRPERSON)
- OTSEGO COUNTY CHAMBER OF COMMERCE AMBASSADOR: 2007 - 2008
-

Employment and Education

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

- ADRIAN COLLEGE - BBA IN ACCOUNTANCY (2000 SUMMA CUM LAUDE)
- PASSED STATE OF MICHIGAN UNIFORM CPA EXAM ON FIRST ATTEMPT (NOVEMBER 2000)
- PLANTE & MORAN PLLC (2000 - 2004) - PRACTICING CPA IN STATE OF MI
- KESKINE, COOK, MILLER, REPPUHN, & ALEXANDER (2005 - 2007 / 2008 - 2009) - PRACTICING CPA IN STATE OF MI
- JAMES CAMILLER, CPA (2009 - PRESENT) - PRACTICING CPA IN STATE OF MI
-

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

Personal

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

If yes, please indicate potential conflicts.

IN 2018, I PERFORMED FINANCIAL STATEMENT AUDITS FOR 2 TOWNSHIPS LOCATED IN OTSEGO COUNTY. ALTHOUGH MY AUDIT ENGAGEMENTS HAVE BEEN COMPLETED, I ANTICIPATE BEING HIRED AGAIN BY THESE TOWNSHIPS IN 2020.

ALTHOUGH A POTENTIAL CONFLICT EXISTS, I BELIEVE THAT THE ASSOCIATED RISKS CAN BE MITIGATED TO AN ACCEPTABLE LEVEL.

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

Yes No

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

I AM A LICENSED CPA IN STATE OF MICHIGAN AND FOR 18 YEARS HAVE SERVED LOCAL UNITS OF GOVERNMENT IN ACCOUNTING AND AUDITING ENGAGEMENTS. GOVERNMENTAL EXPERIENCE INCLUDES AUDITING OF COUNTIES, CITIES, TOWNSHIPS, INDIAN TRIBES, FIRE AND AMBULANCE AUTHORITIES, SCHOOL DISTRICTS, ETC. MY BACKGROUND IN GOVERNMENTAL ACCOUNTING AND AUDITING AS WELL AS MY OVERALL LITERACY IN INTERPRETING FINANCIAL INFORMATION WOULD BE BENEFICIAL TO THE OTSEGO COUNTY ROAD COMMISSION.

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

James Camiller Digitally signed by James Camiller
Date: 2018.12.10 23:24:26 -05'00'

Signature

12/10/2018

Date

Mail or return your completed application to:

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

You may email your completed application to:

hbarresi@otsegocountymi.gov

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

**OTSEGO COUNTY
Board of Commissioners**



EXECUTIVE SUMMARY

AGENDA ITEM: Otsego County Road Commission Board Appointment (Kathy Heinz, CPA)	AGENDA DATE: December 18, 2018
AGENDA PLACEMENT: New Business, Item B.	ACTION REQUESTED: Motion to Approve
STAFF CONTACT(S): Rachel Frisch, County Administrator	ATTORNEY REVIEW: No

BACKGROUND/DISCUSSION:

The Otsego County Board Chair formed a Selection Committee to choose the two appointees for the Otsego County Road Commission Board. After interviewing each applicant, the Selection Committee recommends appointing Kathy Heinz, CPA to the Otsego County Road Commission Board for a **4-year term** 1/1/19 – 12/31/22.

RECOMMENDATION:

Staff requests approval of the appointment of Kathy Heinz, CPA to the Otsego County Road Board to a 4-year term 1/1/19 – 12/31/22.



Otsego
COUNTY
M I C H I G A N

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

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

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

Otsego County Road Commission Board

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

Please print or type.

Name: Kathy Heinz

Address: 2999 Palmetto Path Zip Code 49735

Telephone: 989-350-1066 Other: 989-732-1441

Email address: kmheinz89@gmail.com

Date available for appointment _____

County Commission District 5

Are you a registered voter in Otsego County? Yes No

If yes, which township, city or village? Otsego Lake Township

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

Community Service

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

- _____
Mosinee Cooperative Preschool, Treasurer - Marathon County WI
- _____
Lake DuBay Lioness - Marathon County WI
- _____
Gaylord Community Cooperative Preschool, Treasurer - Otsego County
- _____
North Ohio PTO, Treasurer - Otsego County
- _____
Gaylord Soccer League Board, Treasurer - Otsego County
- _____
Gaylord Blue Devil Boosters Club, Vice President - Otsego County
- _____
Institute of Management Accountants Green Bay Chapter, - Brown County WI

Employment and Education

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

- _____
Budget Analyst for a world-wide manufacturer - develop yearly domestic & foreign budgets, monthly financials
- _____
Transportation Accounting Manager for a nation-wide trucking/logistics company - month end completion, fiscal year end reporting and Budgeting of 6 divisions. Month end company wide accounting presentation.
- _____
Certified Public Accountant - Partner of Dan Smith & Company PC - audit local units of government, small business accounting & payroll and personal & business tax returns.
- _____
Bachelor of Business Administration - Accounting major & Economics minor. I am a CPA & CMA

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

Personal

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

If yes, please indicate potential conflicts.

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

Yes No

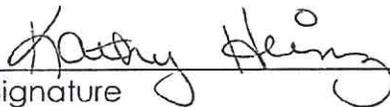
Please provide information about specific training, education, experience or interests you possess that qualify you as an appointee to the position you seek.

My background in accounting in the private sector is in both a manufacturing plant with a union shop and in the service sector. Both gave me budget experience in very different settings.

As a CPA in Gaylord I work with a few townships in Otsego County so I know the people who serve those townships & have a comfort level with their financials.

I have served on numerous volunteer boards with a diverse group of people, this has allowed me to learn how to listen and discuss ideas & difficult financial decisions with many different types of personalities.

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


Signature

12-10-2018
Date

Mail or return your completed application to:

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

You may email your completed application to:

hbarresi@otsegocountymi.gov

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