



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, January 22, 2019 beginning at 9:30 a.m., at the County Building at 225 W. Main Street, Room 100, Gaylord, Michigan 49735.

AGENDA

Call to Order

Invocation

Pledge of Allegiance

Roll Call

Consent Agenda

- A. Regular Minutes of January 8, 2018 w/attachments - Motion to Approve
- B. OCR 19-01 Health Care Savings Account resolution - Motion to Approve
- C.1. County Surveyor Remonumentation Agreement - Motion to Approve
- C.2. Wade Trim Remonumentation Agreement - Motion to Approve
- C.3. Brand Land Surveying, LLC Remonumentation Agreement - Motion to Approve
- D. BOC Meeting Schedule changes; 5/14/2019 to 5/7/2019 - Motion to Approve
- E. OCR 19-02 Discharge of Mortgage (Marple) - Motion to Approve
- F. OCR 19-03 Discharge of Mortgage (Compeau) - Motion to Approve
- G. Library Board Appointment (Baril) - Motion to Approve

Special Presentations

1. Kirtland Community College - Tom Quinn

Committee Reports

- A. Budget & Finance Committee Recommendations
 1. Land Use Inspector Position and Budget Amendment - Motion to Approve
 2. 2018 Budget Amendments - Motion to Approve
 3. USDA Public Hearing on Ambulance - Motion to Approve
 4. Sheriff Patrol Vehicles - Motion to Approve
 5. Township Fees: Register of Deeds - Motion to Approve
- B. Transportation Committee Recommendations
 1. Airport Purchase of Aguilar Hangar- Motion to Approve
- C. Parks and Recreation Commission Recommendations
 1. Award Re-BID 2018-04 Louis M. Groen Project (\$315,818.10) - Motion to Approve

Administrator's Report

City Liaison, Township & Village Representatives

Correspondence

- A. Financial Reports

New Business

- A. Financials
 1. January 15, 2019 Warrant
 2. January 22, 2019 Warrant
- B. Other Business

Public Comment

Board Remarks, Announcements, and Informal Discussions

Adjournment

**OTSEGO COUNTY
Board of Commissioners**



EXECUTIVE SUMMARY

AGENDA ITEM: Regular Minutes of January 8, 2019 With attachments.	AGENDA DATE: January 22, 2019
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 January 8, 2019 with attachments.

January 8, 2019

The regular meeting of the Otsego County Board of Commissioners was held in Room 100 of 225 West Main Street, Gaylord, Michigan. The meeting was called to order at 9:30 a.m. by Chairman Ken Borton. Invocation by Commissioner Ken Glasser, followed by the Pledge of Allegiance led by Sheriff Matt Nowicki.

Roll Call:

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

Absent: Bruce Brown.

Consent Agenda:

Motion by Commissioner Rob Pallarito, seconded by Commissioner Duane Switalski, to approve the Regular minutes of December 18, 2018 with attachments and the organizational minutes of January 2, 2019. Ayes: Unanimous. Motion carried.

Commissioner Bruce Brown arrived at 9:33 a.m.

Committee Report: None.

Administrator's Report:

Rachel Frisch reported our new finance director, Melinda Maier, started on 1-2-19; The bus system had 80 passengers for the New Year's free ride offered; Committee assignments were sent to the Board of Commissioners; Mid-Michigan Medical examiner's group has already started contacting those involved and have a training set up in February; Ken Borton was elected Chairperson and Doug Johnson was elected Vice-Chairperson at our Organizational meeting; Recycling contract expires end of March 2019, sending out bids by Friday; Township Association meeting is scheduled on 1-15-19 at 6:00 p.m. at the Livingston Township Hall; 1-24-19 at 5:00 p.m. is the Chamber annual awards dinner, veterans coffee hour being recognized as you made it happen award; Economic Alliance annual partner celebration 2-11-19 at 11:00 a.m.; DNR approved \$200,00 grant to extend the Iron Belle Trail to the County line south of town.

Department Head Reports: None.

City Liaison, Township and Village Representative: None.

Correspondence: None.

New Business:

Motion by Commissioner Bruce Brown, seconded by Commissioner Julie Powers, to approve the December 26, 2018 Warrant in the amount of \$806,563.51. Ayes: Unanimous. Motion carried.

Motion by Commissioner Rob Pallarito, seconded by Commissioner Doug Johnson, to approve the January 2, 2019 Warrant in the amount of \$69,081.91. Ayes: Unanimous. Motion carried.

Motion by Commissioner Duane Switalski, seconded by Commissioner Ken Glasser, to approve the January 8, 2019 Warrant in the amount of \$143,256.99. Ayes: Unanimous. Motion carried.

Chairman Ken Borton opened up the meeting for public comment.

Board Remarks:

Commissioner Duane Switalski had no report.

Commissioner Julie Powers had no report.

Commissioner Henry Mason had no report.

Commissioner Rob Pallarito attended the Joint Land Use Study Committee meeting; attending the swearing in ceremony in Lansing 1-9-19.

Commissioner Ken Glasser had no report.

Commissioner Bruce Brown had no report.

Commissioner Paul Liss reported on the Village of Vanderbilt meeting, the village opted out of recreational marijuana.

Commissioner Doug Johnson had no report.

Commissioner Ken Borton will be in Washington D.C 1-9-19 representing MAC; The May 14, 2019 Board of Commissioner's meeting has been moved to May 7, 2019.

Meeting adjourned at 10:08 a.m.

Kenneth C. Borton, Chairman

Susan I. DeFeyter, Otsego County Clerk

OTSEGO COUNTY
Board of Commissioners



EXECUTIVE SUMMARY

AGENDA ITEM: December 26, 2018 Warrant	AGENDA DATE: January 8, 2019
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 26, 2018 warrant is in the amount of \$806,563.51. Major expenditures in the warrant include:

- \$56,692.66 - Blue Care Network – Jan 2019 premium
- \$41,656.97 - Charlton Township – Swamp 2018 Tax
- \$30,908.91 - Chester Township – Swamp 2018 Tax
- \$53,686.02 - Corwith Township – Swamp 2018 Tax
- \$28,601.20 – Emmet County DPW – Recycling services
- \$382,573.75 – Integrity Construction Services LLC – Library Expansion
- \$29,585.68 - MCWCF – 1st quarter Workers Comp premium

RECOMMENDATION:

Staff requests approval of the warrant detailed above with a total amount of \$806,563.51.

CHECK DISBURSEMENT REPORT FOR COUNTY OF OTSEGO
 CHECK DATE FROM: 12/19/2018 - 12/26/2018

Check Date	Bank	Check #	Payee	Description	GL #	Amount
12/26/2018	AP	2073(E)	AMERICAN WASTE	INV # 2765627 TRASH REMOVAL 1100 AERO	281-537-920.410	130.00
		2073(E)		2768331 DECEMBER	588-699-940.010	103.00
						233.00
12/26/2018	AP	2074(E)	CENTURY LINK	CURRENT CHARGE SUMMARY JANUARY 3 2019	261-427-930.210	58.21
12/26/2018	AP	2075(E)	CHARTER COMMUNICATIONS	INV # 0044755112218 TV INTERNET PHONE	281-537-920.410	345.77
12/26/2018	AP	2076(E)	CONSUMERS ENERGY	204921183832 CENTER ELECTRIC BILL	208-762-930.620	460.88
		2076(E)		NOV/DEC ANIMAL CONTROL	212-430-930.620	1,980.78
		2076(E)		MULTIPLE INVOICES	281-537-930.620	3,102.16
		2076(E)		DECEMBER ENERGY BILL	537-265-930.620-ALFCT00000	183.81
		2076(E)		DECEMBER ENERGY BILL	537-265-930.620-CRTHS00000	12,898.86
		2076(E)		NOV/DEC ENERGY BILL	537-265-930.620-LNDVSN00000	848.98
						19,275.50
12/26/2018	AP	2077(E)	DE LAGE LANDEN PUBLIC FINANCE	PRINTER SERVICES	101-267-920.410	187.80
		2077(E)		PRINTER SERVICES	101-267-930.903	30.44
		2077(E)		PRINTER SERVICES	101-854-920.410	1,191.56
		2077(E)		PRINTER SERVICES	212-430-920.410	283.10
		2077(E)		PRINTER SERVICES	249-371-920.410	200.84
						1,903.74
12/26/2018	AP	2078(E)	DEARBORN NATIONAL	PREMIUM DUE	704-000-231.870	2,423.07
12/26/2018	AP	2079(E)	DTE ENERGY	MULTIPLE INVOICES	281-537-930.610	912.89
		2079(E)		GAS COMMERCIAL HEATING	637-265-930.610-ALPCT00000	6,007.41
		2079(E)		GAS COMMERCIAL HEATING	637-265-930.610-CRTHS00000	1,945.79
						8,866.09
12/26/2018	AP	2080(E)	FIRST BANKCARD	SHERIFF ACTIVITY 11/9/18 THRU 12/10/18	101-000-106.000	352.77
		2080(E)		TREAS ACTIVITY 11/11/18-12/10/18	101-253-704.400	111.65
		2080(E)		SHERIFF ACTIVITY 11/9/18 THRU 12/10/18	101-301-704.400	(95.00)
		2080(E)		SHERIFF ACTIVITY 11/9/18 THRU 12/10/18	101-301-726.000	11.68
		2080(E)		SHERIFF ACTIVITY 11/9/18 THRU 12/10/18	101-302-726.000	85.98
		2080(E)		SHERIFF ACTIVITY 11/9/18 THRU 12/10/18	101-351-726.000	77.00
		2080(E)		SHERIFF ACTIVITY 11/9/18 THRU 12/10/18	101-351-726.025	11.28
		2080(E)		SHERIFF ACTIVITY 11/9/18 THRU 12/10/18	101-351-726.030	9.17
		2080(E)		SHERIFF ACTIVITY 11/9/18 THRU 12/10/18	101-351-930.700	2.48
		2080(E)		CREDIT CARD EXPENSES	101-721-704.400	61.25
		2080(E)		CREDIT CARD EXPENSES	210-050-400.000	2,358.42
		2080(E)		TREAS ACTIVITY 11/11/18-12/10/18	215-141-726.000	47.96

CHECK DISBURSEMENT REPORT FOR COUNTY OF OTSEGO
 CHECK DATE FROM 12/19/2018 - 12/26/2018

Check Date	Bank	Check #	Payee	Description	GL #	Amount
		2080(E)		CREDIT CARD EXPENSES	228-528-940.010-PROG3000000	71.76
		2080(E)		CREDIT CARD EXPENSES	249-371-704.400	26.25
		2080(E)		CREDIT CARD EXPENSES	286-901-920.400	29.95
		2080(E)		CREDIT CARD EXPENSES	281-537-726.000	62.03
		2080(E)		TREAS ACTIVITY 11/11/18-12/10/18	516-253-704.400	111.85
		2080(E)		TREAS ACTIVITY 11/11/18-12/10/18	617-253-704.400	111.66
		2080(E)		CREDIT CARD EXPENSES	637-265-704.400	43.75
		2080(E)		CREDIT CARD EXPENSES	637-265-726.000	49.64
		2080(E)		CREDIT CARD EXPENSES	645-172-704.400	43.75
		2080(E)		CREDIT CARD EXPENSES	645-172-930.500	40.23
		2080(E)		CREDIT CARD EXPENSES	645-201-930.500	40.02
						3,665.33
12/26/2018	AP	2081(E)	FRONTIER	MONTHLY SERVICES	261-427-930.210	51.62
		2081(E)		MONTHLY INVOICE BILLING DATE 12/7/18	837-265-930.210	52.13
						103.75
12/26/2018	AP	2082(E)	PITNEY BOWES	STATEMENT DATE 12/05/2018	249-371-930.450	208.99
12/26/2018	AP	2083(E)	PITNEY BOWES	1ST FLOOR MAIL EQUIPMENT LEASE PAYMENT 4TH QTR (OCT - DEC 101-131-920.520		151.72
		2083(E)		1ST FLOOR MAIL EQUIPMENT LEASE PAYMENT 4TH QTR (OCT - DEC 215-141-920.520		151.72
		2083(E)		1ST FLOOR MAIL EQUIPMENT LEASE PAYMENT 4TH QTR (OCT - DEC 292-662-920.520		151.72
						455.16
12/26/2018	AP	2084(A)	GARY GELOW	JANUARY 2018 CAA CONTRACT PAYMENT	101-131-801.021	12,302.49
12/26/2018	AP	2085(A)	GAYLORD ARFF INC	ARFF AFTER HOURS CALL OUT LAST QUARTER	281-537-940.010	989.96
12/26/2018	AP	2086(A)	US POSTAL SERVICE-CAPS SVC CENTER	FEBRUARY 2019 JURY SUMMONS MAILING	101-145-930.450	280.00
12/19/2018	AP	74159	AMERIGAS	ACCT# 203306706, DELINQUENT PROPANE AND FILL, VETERAN #05-2293-689-930.999		1,147.87
12/19/2018	AP	74160	CONSUMERS ENERGY	ACCT #1030 1874 5713 DELINQUENT ELECTRIC BILL, VETERAN #06-27293-689-930.999		463.49
12/26/2018	AP	74161	44NORTH	COBRA HRA SEAMLESS TELADOC MEMBERSHIP	647-951-704.110	1,807.20
12/26/2018	AP	74162	44NORTH	DECEMBER 2018 COBRA, TELADOC & HRA	101-131-704.110	169.61
		74162		DECEMBER 2018 COBRA, TELADOC & HRA	101-133-704.110	0.95
		74162		DECEMBER 2018 COBRA, TELADOC & HRA	101-148-704.110	24.50
		74162		DECEMBER 2018 COBRA, TELADOC & HRA	215-141-704.110	149.40
		74162		DECEMBER 2018 COBRA, TELADOC & HRA	292-662-704.110	39.24
						404.10
12/26/2018	AP	74163	7TH PROBATE FAMILY COURT	15-20-DL PLACEMENT 11/1/18 TO 11/30/18	292-662-930.810	1,820.00

CHECK DISBURSEMENT REPORT FOR COUNTY OF OTSEGO
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Check Date	Bank	Check #	Payee	Description	GL #	Amount
12/26/2018	AP	74164	AIRGAS USA LLC	MULTIPLE INVOICES	281-537-920.410	57.97
12/26/2018	AP	74165	AMERICAN FIDELITY ASSURANCE CO	DECEMBER 2018 FLEX SPENDING ACCOUNT	704-000-231.285	1,069.12
12/26/2018	AP	74166	AMERICAN FIDELITY ASSURANCE COMPANY	DECEMBER 2018 CANCER/LIFE/DISABILITY	704-000-231.285	513.61
12/26/2018	AP	74167	AMY J. VOGLER	12-18-18 JURY SERVICE	101-145-930.930	19.80
12/26/2018	AP	74168	ANNALIESE M. KORONKA	12-18-18 JURY SERVICE	101-145-930.930	19.80
12/26/2018	AP	74169	AUTO OWNERS INSURANCE CO	RESTITUTION	701-000-271.000	100.00
12/26/2018	AP	74170	BAGLEY TOWNSHIP	2018 SWAMP TAX - TOWNSHIP PORTION	701-000-274.003	3,208.13
12/26/2018	AP	74171	BENISTAR HARTFORD - 6795	HARTFORD RETIREE	647-951-704.110	7,702.45
12/26/2018	AP	74172	BENJAMIN S. SMITH	12-18-18 JURY SERVICE	101-145-930.930	20.60
12/26/2018	AP	74173	BETH ANN WORKMAN	12-18-18 JURY SERVICE	101-145-930.930	18.20
12/26/2018	AP	74174	BEVERLY ENTERPRISES	RESTITUTION	701-000-271.000	25.00
12/26/2018	AP	74175	BLUE CARE NETWORK	JANUARY HEALTH COVERAGE	647-851-704.110	56,692.66
12/26/2018	AP	74176	BLUE CROSS BLUE SHIELD OF MICHIGAN	COVERAGE 1-1-19 THROUGH 1-31-19	647-851-704.110	23,526.18
12/26/2018	AP	74177	BRANDON AND SUZANNA RODGERS	18-42-NA PLACEMENT 11/14/18 TO 11/30/18	292-662-930.700	318.08
12/26/2018	AP	74178	BRANDON AND SUZANNA RODGERS	18-42-NA PLACEMENT 11/14/18 TO 11/30/18	292-662-930.700	318.08
12/26/2018	AP	74179	BRANDON AND SUZANNA RODGERS	18-42-NA PLACEMENT 11/14/18 TO 11/30/18 & HOLIDAY	292-662-930.700	318.08
12/26/2018	AP	74180	BRUCE TILLINGER	SERVICES 12/11/18 THRU 12/18/18	249-371-801.027	1,110.00
		74180		SERVICES 12/11/18 THRU 12/18/18	249-371-801.028	670.00
						<u>1,780.00</u>
12/26/2018	AP	74181	CAREY J. KORSON	12-18-18 JURY SERVICE	101-145-930.930	19.00
12/26/2018	AP	74182	CAROLYN L. SMITH	12-18-18 JURY SERVICE	101-145-930.930	23.00
12/26/2018	AP	74183	CATHERINE ISBELL	18-35-DL TRANSPORT ON 12/11/18	101-134-930.500	195.66
		74183		18-35-DL TRANSPORT ON 12/11/18	101-134-940.010	76.00
		74183		15-20-DL TRANSPORT ON 12/11/18	292-662-930.500	25.08
		74183		15-20-DL TRANSPORT ON 12/11/18	292-662-930.830	12.00
						<u>310.74</u>
12/26/2018	AP	74184	CENTURYLINK	CURRENT NET CHARGES	261-427-930.210	142.57

CHECK DISBURSEMENT REPORT FOR COUNTY OF OTSEGO
 CHECK DATE FROM 12/19/2018 - 12/26/2018

Check Date	Bank	Check #	Payee	Description	GL #	Amount
12/26/2018	AP	74185	CHARLES G. GOFF	12-18-18 JURY SERVICE	101-145-930.930	22.20
12/23/2018	AP	74186	CHARLES ISBELL	18-35-DL TRANSPORT ON 12/11/18	101-134-940.010	78.00
		74186		15-20-DL TRANSPORT ON 12/11/18	292-662-930.930	12.00
						<u>90.00</u>
12/26/2018	AP	74187	CHARLES KLEE	PLANNING COMMISSION MEETING / DECEMBER 17, 2018	101-721-703.040	50.00
		74187		PLANNING COMMISSION MEETING / DECEMBER 17, 2018	101-721-930.500	6.00
						<u>56.00</u>
12/26/2018	AP	74188	CHARLTON TOWNSHIP	2018 SWAMP TAX - TOWNSHIP PORTION	701-000-274.003	41,656.97
12/26/2018	AP	74189	CHESTER TOWNSHIP TREASURER	2018 SWAMP TAX - TOWNSHIP PORTION	701-000-274.003	30,908.91
12/26/2018	AP	74190	CHRISTINE A. MATELSKI	12-18-18 JURY SERVICE	101-145-930.930	20.60
12/26/2018	AP	74191	CHRISTINE BOYAK-WOLFIEL	GAS REIMBURSEMENT	249-371-930.660	57.90
12/26/2018	AP	74192	CHRISTOPHER J. ELMHIRST	12-18-18 JURY SERVICE	101-145-930.930	17.00
12/26/2018	AP	74193	CITIZENS INSURANCE	RESTITUTION	701-000-271.000	40.00
12/26/2018	AP	74194	CITY OF GAYLORD	WATER BILL 1100 AERO DRIVE	281-537-920.200	174.44
		74194		001254-0000-02 NOVEMBER	588-697-920.200	60.40
						<u>234.84</u>
12/26/2018	AP	74195	COMMUNITY FINANCIAL CREDIT UNION	RESTITUTION	701-000-271.000	10.00
12/26/2018	AP	74196	CORECOMM	115039078 - DECEMBER 2018 COURT INTERNET	101-131-930.210	21.95
12/26/2018	AP	74197	CORWITH TWP TREAS	2018 SWAMP TAX - TOWNSHIP PORTION	701-000-274.003	53,686.02
12/26/2018	AP	74198	CROSSROADS INDUSTRIES	RESTITUTION	701-000-271.000	100.00
12/26/2018	AP	74199	CUMMINGS, MCCLOREY, DAVIS & ACHO P	BALANCE DUE FOR FILE	280-270-801.020	1,984.00
		74199		BALANCE DUE FOR FILE	280-270-801.020-ZONING__	387.50
						<u>2,371.50</u>
12/26/2018	AP	74200	DAWN E. DEPEW	12-18-18 JURY SERVICE	101-145-930.930	18.20
12/26/2018	AP	74201	DAWN FANT	18-82-DL TRANSPORT ON 12/5/18	101-134-940.010	24.00
		74201		19-82-DL TRANSPORT ON 12/5/18	292-662-930.830	35.00
						<u>60.00</u>
12/26/2018	AP	74202	DEAN G. RABISH	12-18-18 JURY SERVICE	101-145-930.930	20.60

CHECK DISBURSEMENT REPORT FOR COUNTY OF OTSEGO
 CHECK DATE FROM 12/19/2018 - 12/26/2018

Check Date	Bank	Check #	Payee	Description	GL #	Amount
12/26/2018	AP	74203	DEKETO LLC	INDEXING AND IMAGING SOFTWARE MAINTENANCE	256-215-726.000	3,000.00
12/26/2018	AP	74204	DEVIN A. LICAUSI	12-18-18 JURY SERVICE	101-145-930.930	36.00
12/26/2018	AP	74205	DONNA M. CHANDLER	12-18-18 JURY SERVICE	101-145-930.930	24.60
12/26/2018	AP	74206	DOVER TOWNSHIP TREASURER	2018 SWAMP TAX - TOWNSHIP PORTION	701-000-274.003	559.57
12/26/2018	AP	74207	DR MICHAEL MCNAMARA DO	MEDICAL EXAMINER SERVICES	101-000-123.000	1,667.00
12/26/2018	AP	74208	DUNNS	NOVEMBER 2018 COURT COPY FEES & MAINTENANCE AGREEMENT	101-131-920.520	80.19
		74208		INV#AR298066; AR296147	101-215-726.000	34.55
		74208		COPIER MAINTENANCE	101-864-726.000	573.67
		74208		COPIES	212-430-726.000	120.16
		74208		NOVEMBER 2018 FCC COPY FEES & MAINTENANCE AGREEMENT	215-141-920.520	58.13
		74208		COPIES	249-371-726.000	94.04
		74208		AIRPORT LEASE	281-537-726.000	62.90
						1,013.64
12/26/2018	AP	74209	EARTHWORKS ENTERPRISES INC	FILL DIRT & SAND	208-901-970.300	1,604.50
12/26/2018	AP	74210	ELIZABETH R. HOLLOWAY	12-18-18 JURY SERVICE	101-145-930.930	16.60
12/26/2018	AP	74211	ELMIRA TWP TREASUER	2018 SWAMP TAX - TOWNSHIP PORTION	701-000-274.003	6,649.92
12/26/2018	AP	74212	EMMET COUNTY DPW	RECYCLING	226-528-940.010-PROG000000	28,601.20
12/26/2018	AP	74213	EMPIRIC SOLUTIONS INC	JANUARY 2019 COMPASS MANAGEMENT FEES	215-141-801.020	379.00
12/26/2018	AP	74214	ENGINEERED PROTECTION SYSTEMS INC	INV # AB08730 CAMERA SERVICE AIRPORT	281-537-920.410	293.55
12/26/2018	AP	74215	FARM BUREAU INSURANCE	RESTITUTION PYMTS X5 @ \$40 EA	701-000-271.000	200.00
12/26/2018	AP	74216	GDS INC	CRIMINAL CASEBINDER FILES	101-215-726.000	2,049.35
		74216		BALLOTS, PROGRAMMING, TEST DECKS 11-6-18 GENERAL ELECTION	101-262-726.000	10,887.11
						12,936.47
12/26/2018	AP	74217	GREGORY C. MAROSELLI	12-18-18 JURY SERVICE	101-145-930.930	18.20
12/26/2018	AP	74218	HAYES TOWNSHIP TREASURER	2018 SWAMP TAX - TOWNSHIP PORTION	701-000-274.003	14,170.34
12/26/2018	AP	74219	HOWARD L. SHIFMAN PC	ATTORNEY-CLIENT COMMUNICATIONS	280-270-801.020	1,621.50
12/26/2018	AP	74220	HUGH THOMPSON	RESTITUTION	701-000-271.000	48.62
12/26/2018	AP	74221	HUNTER S. WILLIAMS	12-18-18 JURY SERVICE	101-145-930.930	27.00
12/26/2018	AP	74222	INTEGRITY CONSTRUCTION SERVICES LLC	LIBRARY EXPANSION PROJECT	472-901-970.300	382,573.75

CHECK DISBURSEMENT REPORT FOR COUNTY OF OTSEGO
 CHECK DATE FROM 12/19/2018 - 12/26/2018

Check Date	Bank	Check #	Payee	Description	GL #	Amount
12/26/2018	AP	74223	JAMES R. ZEILINGER	12-18-18 JURY SERVICE	101-145-930.930	23.00
12/26/2018	AP	74224	JAMES SHERMAN	12-18-18 JURY SERVICE	101-145-930.930	19.00
12/26/2018	AP	74225	JANETTE NORTON	PLANNING COMMISSION MEETING / DECEMBER 17, 2018	101-721-703.040	50.00
		74225		PLANNING COMMISSION MEETING / DECEMBER 17, 2018	101-721-930.500	5.00
						<u>55.00</u>
12/26/2018	AP	74226	JEAN-PAUL BOUCHARD	12-18-18 JURY SERVICE	101-145-930.930	31.20
12/26/2018	AP	74227	JENNIFER L. BUHR	12-18-18 JURY SERVICE	101-145-930.930	20.60
12/26/2018	AP	74228	JENNIFER M. OROURKE	12-18-18 JURY SERVICE	101-145-930.930	3.20
12/26/2018	AP	74229	JIM HILGENDORF	PLANNING COMMISSION MEETING / DECEMBER 17, 2018	101-721-703.040	50.00
		74229		PLANNING COMMISSION MEETING / DECEMBER 17, 2018	101-721-930.500	20.00
						<u>70.00</u>
12/28/2018	AP	74230	JODY S. SAUER-SARGENT	12-18-18 JURY SERVICE	101-145-930.930	36.40
12/26/2018	AP	74231	JOHN FANT	18-82-DL TRANSPORT ON 12/6/18	101-134-930.500	50.14
		74231		18-82-DL TRANSPORT ON 12/6/18	101-134-940.010	24.00
		74231		18-82-DL TRANSPORT ON 12/6/18	292-662-930.500	43.60
		74231		18-82-DL TRANSPORT ON 12/6/18	292-662-930.830	36.00
						<u>153.74</u>
12/26/2018	AP	74232	JOHN J. MAKRANYI II	12-18-18 JURY SERVICE	101-145-930.930	20.60
12/26/2018	AP	74233	JOYCE A. HERRIGAN	12-18-18 JURY SERVICE	101-145-930.930	15.40
12/26/2018	AP	74234	JUDITH A. BANDY	12-18-18 JURY SERVICE	101-145-930.930	23.00
12/26/2018	AP	74235	JUDITH JARECKI	PLANNING COMMISSION MEETING / DECEMBER 17, 2018	101-721-703.040	50.00
		74235		PLANNING COMMISSION MEETING / DECEMBER 17, 2018	101-721-930.500	15.50
						<u>65.50</u>
12/26/2018	AP	74236	JULIA A. SALDANA	12-18-18 JURY SERVICE	101-145-930.930	15.40
12/26/2018	AP	74237	JULIE A. MCCLEAVE	12-18-18 JURY SERVICE	101-145-930.930	30.40
12/26/2018	AP	74238	KATHALEEN J. FITZHENRY	12-18-18 JURY SERVICE	101-145-930.930	32.40
12/26/2018	AP	74239	KATHLEEN A. KREMO	12-18-18 JURY SERVICE	101-145-930.930	19.00
12/26/2018	AP	74240	KEITH D. EDMUNDS	12-18-18 JURY SERVICE	101-145-930.930	39.60

CHECK DISBURSEMENT REPORT FOR COUNTY OF OTSEGO
 CHECK DATE FROM 12/19/2018 - 12/26/2018

Check Date	Bank	Check #	Payee	Description	GL #	Amount
12/26/2018	AP	74241	KELLY A. FURGET	12-18-18 JURY SERVICE	101-145-930.930	34.00
12/26/2018	AP	74242	KELLY P. JONES	12-18-18 JURY SERVICE	101-145-930.930	16.20
12/26/2018	AP	74243	KENNETH ARNDT	PLANNING COMMISSION MEETING / DECEMBER 17, 2018	101-721-703.040	50.00
		74243		PLANNING COMMISSION MEETING / DECEMBER 17, 2018	101-721-930.500	5.00
						55.00
12/26/2018	AP	74244	KEVIN F. BATTLE	12-18-18 JURY SERVICE	101-145-930.930	15.40
12/26/2018	AP	74245	KEVIN P. REYNOLDS	12-18-18 JURY SERVICE	101-145-930.930	23.00
12/26/2018	AP	74246	KEVIN S. UNDERWOOD	12-18-18 JURY SERVICE	101-145-930.930	36.40
12/26/2018	AP	74247	KIMBERLY A. HADDIX	12-18-18 JURY SERVICE	101-145-930.930	23.00
12/26/2018	AP	74248	LARRY KENT	SERVICES 12/12/18 THRU 12/19/18	249-371-801.024	150.00
12/26/2018	AP	74249	LINCOLN FINANCIAL	CICOTSEGO-BL-954784 - JANUARY 2019	101-131-704.140	420.61
		74249		CICOTSEGO-BL-954784 - JANUARY 2019	101-133-704.140	41.56
		74249		CICOTSEGO-BL-954784 - JANUARY 2019	215-141-704.140	225.65
		74249		CICOTSEGO-BL-954784 - JANUARY 2019	292-662-704.140	100.25
						788.07
12/26/2018	AP	74250	LINDA J. SIMCEK	12-18-18 JURY SERVICE	101-145-930.930	22.20
12/26/2018	AP	74251	LISA A. BLEHM	12-18-18 JURY SERVICE	101-145-930.930	16.20
12/26/2018	AP	74252	LIVINGSTON TOWNSHIP TREAS	2018 SWAMP TAX - TOWNSHIP PORTION	701-000-274.003	118.05
12/26/2018	AP	74253	LOWES	RESTITUTION	701-000-271.000	50.00
12/26/2018	AP	74254	LUTHERAN CHILD & FAMILY SERVICES	17-66-NA PLACEMENT 11/1/18 TO 11/27/18	292-662-930.810	2,131.92
12/26/2018	AP	74255	MARANDA L. BOWLIN	12-18-18 JURY SERVICE	101-145-930.930	16.60
12/26/2018	AP	74256	MARY A. SKIBINSKI	12-18-18 JURY SERVICE	101-145-930.930	23.00
12/26/2018	AP	74257	MATTHEW R. RADULSKI	12-18-18 JURY SERVICE	101-145-930.930	35.40
12/26/2018	AP	74258	MCCARDEL CULLIGAN	BOTTLE DELIVERY COOLER RENTAL	647-851-704.112	65.00
12/26/2018	AP	74259	MCWCF	FIRST QUARTER INSTALLMENT BILLING	704-000-231.270	29,585.69
12/26/2018	AP	74260	MELISSA A. TOBER	12-18-18 JURY SERVICE	101-145-930.930	38.00
12/26/2018	AP	74261	MELISSA TYRER	07/12/2018 CDL	588-899-930.600	47.00
12/26/2018	AP	74262	MGT OF AMERICA CONSULTING, INC	4TH QTR (OCT - DEC) 2018 DHS-286 BILLINGS & TIME SHEETS	215-141-801.020	1,939.80

CHECK DISBURSEMENT REPORT FOR COUNTY OF OTSEGO
 CHECK DATE FROM 12/19/2018 - 12/25/2018

Check Date	Bank	Check #	Payee	Description	GL #	Amount
12/26/2018	AP	74263	MICHAEL P. KLIEMANN	12-18-18 JURY SERVICE	101-145-930.930	15.40
12/26/2018	AP	74264	MICHELE M. HILLEY	12-18-18 JURY SERVICE	101-145-930.930	17.00
12/26/2018	AP	74265	MICHIGAN ASSOCIATION OF COUNTIES	JULIE POWERS MAC REGISTRATION	101-101-704.400	125.00
12/26/2018	AP	74266	MICHIGAN DEPARTMENT OF HUMAN SERVIC	DFA19-69001 1ST QTR (OCT - DEC 18)	292-662-801.020	10,875.00
12/26/2018	AP	74267	MISTER T'S GLASS	F0036682 DOUBLE TOILET PAPER HOLDERS	208-751-726.000	100.50
12/26/2018	AP	74268	NORA HOLLY CORFIS	PLANNING COMMISSION MEETING / DECEMBER 17, 2018	101-721-703.040	50.00
		74268		PLANNING COMMISSION MEETING / DECEMBER 17, 2018	101-721-930.500	14.00
						64.00
12/26/2018	AP	74269	NORTHWEST MICHIGAN COMMUNITY HEALTH	201900957 CAMPGROUND INSPECTION FEE	208-751-801.020	180.00
12/26/2018	AP	74270	OMH MEDICAL GROUP & MEDCAR WALKIN	PRE-EMPLOYMENT PHYSICALS	101-301-940.010	106.00
		74270		PRE-EMPLOYMENT PHYSICALS	209-751-940.010	65.00
		74270		PRE-EMPLOYMENT PHYSICALS	249-371-940.010	65.00
						236.00
12/26/2018	AP	74271	OTSEGO COUNTY BUS SYSTEM	BUS TOKENS	292-662-930.500	60.00
12/26/2018	AP	74272	OTSEGO COUNTY JUDICIAL SYSTEM	12/19/18 HRA REIMBURSEMENT CHECK REGISTER	101-131-704.110	24.63
		74272		12/19/18 HRA REIMBURSEMENT CHECK REGISTER	101-148-704.110	53.69
		74272		12/19/18 HRA REIMBURSEMENT CHECK REGISTER	292-662-704.110	331.90
						410.22
12/26/2018	AP	74273	OTSEGO COUNTY TREASURER	8389 UCMAN CONNECTIVITY	208-752-726.000	75.00
12/26/2018	AP	74274	OTSEGO LAKE TWP TREAS	2018 SWAMP TAX - TOWNSHIP PORTION	701-000-274.003	13,508.36
12/26/2018	AP	74275	PAMELA K. PATTERSON	12-18-18 JURY SERVICE	101-145-930.930	15.40
12/26/2018	AP	74276	PAUL HARTMANN	PLANNING COMMISSION MEETING / DECEMBER 17, 2018	101-721-703.040	50.00
		74276		PLANNING COMMISSION MEETING / DECEMBER 17, 2018	101-721-930.500	10.00
						60.00
12/26/2018	AP	74277	RANDY J. TROY	12-18-18 JURY SERVICE	101-145-930.930	20.80
12/26/2018	AP	74278	RENEE EDWARDS	DECEMBER 2018 ALTERNATIVE EDUCATION TEACHER	292-662-940.010	1,080.00
12/26/2018	AP	74279	RHONDA CONNOR	17-117-NA PLACEMENT 11/1/18 TO 11/30/18 & HOLIDAY	292-662-930.700	542.20
12/26/2018	AP	74280	ROBERT D. SEHL	12-18-18 JURY SERVICE	101-145-930.930	19.80

CHECK DISBURSEMENT REPORT FOR COUNTY OF OTSEGO
 CHECK DATE FROM 12/19/2018 - 12/26/2018

Check Date	Bank	Check #	Payee	Description	GL #	Amount
12/26/2018	AP	74281	ROBERT M. HUTA	12-18-18 JURY SERVICE	101-145-930.930	17.00
12/26/2018	AP	74282	ROBIN E. YOUNG	12-18-18 JURY SERVICE	101-145-930.930	15.80
12/26/2018	AP	74283	RONALD FOSTER	RESTITUTION	701-000-271.000	110.00
12/26/2018	AP	74284	SANE	SAN-56-17	701-000-271.000	28.50
12/26/2018	AP	74285	SATELLITE TRACKING OF PEOPLE LLC	NOVEMBER 2018 JUVENILE TETHER	292-662-940.010	304.00
12/26/2018	AP	74286	SCIENTIFIC BRAKE & EQUIPMENT COMPAN	020226109 CABLE ASSEMBLY, FLOW ASSEMBLY, BULB	209-751-726.000	29.52
		74286		020226109 CABLE ASSEMBLY, FLOW ASSEMBLY, BULB	209-751-726.050	230.00
						259.52
12/29/2018	AP	74287	SHANNON M. MARKBY	12-18-18 JURY SERVICE	101-145-930.930	27.00
12/26/2018	AP	74288	STATE OF MICHIGAN	5315-69 CAMPGROUND LICENSE	208-751-601.020	543.00
12/26/2018	AP	74289	STATE OF MICHIGAN DHS	RESTITUTION PYMTS X2	701-000-271.000	105.00
12/26/2018	AP	74290	STEVEN P. YONAN	12-18-18 JURY SERVICE	101-145-930.930	33.60
12/26/2018	AP	74291	SUZANNE M. SIDES	12-18-18 JURY SERVICE	101-145-930.930	19.00
12/26/2018	AP	74292	TAMMY S. WINGO	12-18-18 JURY SERVICE	101-145-930.930	20.60
12/26/2018	AP	74293	TENURGY, LLC	ENERGY SALES TAX SAVINGS	212-430-930.610	28.38
		74293		ENERGY SALES TAX SAVINGS	281-537-930.610	31.34
		74293		ENERGY SALES TAX SAVINGS	537-265-930.610-CRTHSC0000	4.75
						64.47
12/26/2018	AP	74294	TIAA COMMERCIAL FINANCE INC	NOV/DEC LEASE - CIVIL	101-864-726.000	492.44
12/26/2018	AP	74295	TIMOTHY C. SOMERS	12-18-18 JURY SERVICE	101-145-930.930	17.80
12/29/2018	AP	74296	TITLE CHECK LLC	DEC 2016 ADMIN FEES INV#1812-33	516-253-920.410	2,306.33
12/26/2018	AP	74297	TOMMEY-JACK LIMBAUGH	12-18-18 JURY SERVICE	101-145-930.930	16.60
12/26/2018	AP	74298	TONYA KLEE-JURCZYK	RESTITUTION PYMTS X2 @ \$30	701-000-271.000	60.00
12/26/2018	AP	74299	UNIFIRST CORPORATION	CARPET RENTAL AIRPORT INV # 1530047529	281-537-920.410	45.89
12/26/2018	AP	74300	UPS	11-17-18 INVOICE AND 11-24-18 INVOICE	101-215-930.450	11.35
12/26/2018	AP	74301	WADE TRIM INC	OTSEGO LAKE INLET CONTROL STRUCTURE	499-901-970.300-DRAIN0000	764.49
12/26/2018	AP	74302	WALMART	RESTITUTION	701-000-271.000	125.52

CHECK DISBURSEMENT REPORT FOR COUNTY OF OTSEGO
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Check Date	Bank	Check #	Payee	Description	GL #	Amount
12/25/2016	AP	74303	WENDY L. PURDOM	12-18-18 JURY SERVICE	101-145-930.930	30.40
12/25/2018	AP	74304	YVONNE R. HAUSLER	12-18-18 JURY SERVICE	101-145-930.930	38.00
			TOTAL - ALL FUNDS	TOTAL OF 160 CHECKS		805,563.51

**OTSEGO COUNTY
Board of Commissioners**



EXECUTIVE SUMMARY

AGENDA ITEM: January 2, 2019 Warrant	AGENDA DATE: January 8, 2019
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 January 2, 2019 warrant is in the amount of \$69,081.91. Major expenditures in the warrant include:

- \$38,000.00 – Trout Unlimited Gaylord Chapter - restitution

RECOMMENDATION:

Staff requests approval of the warrant detailed above with a total amount of \$ 69,081.91.

Check Date	Bank	Check #	Payee	Description	GL #	Amount
01/02/2019	AP	74305	87- A DISTRICT	NOVEMBER 2018 GARNISHMENT & CREDIT CARD FEES	101-131-930.150	1,207.43
01/02/2019	AP	74305	87-A DISTRICT COURT- IMPREST CASH	PETTY CASH REIMBURSEMENT: WINDOW/DOOR ROD	101-131-726.000	8.53
01/02/2019	AP	74307	87-A DISTRICT COURT- IMPREST CASH	JURY TRIAL ON 12/19/18 PEOPLE V DAVIS	101-145-930.930	837.60
01/02/2019	AP	74308	ALAN KURT MARTUNEAC	PAYMENT OF 2018 TAXES VIA GOVPAY THAT WE DO NOT COLLECT	516-030-694.000	81.64
01/02/2019	AP	74309	BARBARA J GOWARD	GUARDIAN AD LITEM REPORT ON 12/18/18	101-131-930.500	12.00
		74309		GUARDIAN AD LITEM REPORT ON 12/18/18	101-131-930.830	30.00
						42.00
01/02/2019	AP	74310	DRUCE TILLINGER	SERVICES 12/20/18 THRU 12/27/18	249-371-901.027	1,340.00
01/02/2019	AP	74311	CATHERINE ISBELL	15-19-DL TRANSPORT ON 12/18/18	101-134-930.500	84.30
		74311		15-19-DL TRANSPORT ON 12/18/18	101-134-940.010	30.00
		74311		15-19-DL TRANSPORT ON 12/18/18	292-662-930.500	32.70
		74311		15-19-DL TRANSPORT ON 12/10/18	292-662-930.830	18.00
						165.00
01/02/2019	AP	74312	CENTRAL LAKE ARMOR EXPRESS INC	COURT SECURITY OFFICERS VESTS - WORKERS' COMP GRANT	101-131-726.000	1,750.96
01/02/2019	AP	74313	CHARLES BELL	FOC PERF BOND REFUND	701-000-265.000	600.00
01/02/2019	AP	74314	CHARLES ISBELL	15-19-DL TRANSPORT ON 12/18/18	101-134-940.010	30.00
		74314		15-19-DL TRANSPORT ON 12/18/18	292-662-930.830	18.00
						48.00
01/02/2019	AP	74315	CONCORD PUBLISHING HOUSE INC	154447- PUBLICATION OF 1-22-19 TERMINATION HEARING	101-131-930.450	62.40
01/02/2019	AP	74316	DELTA DENTAL OF MICHIGAN	0001160001 - JANUARY 2019 COURT DENTAL	101-131-704.110	371.76
		74316		0001160001 - JANUARY 2019 COURT DENTAL	101-148-704.110	115.06
		74316		0001160001 - JANUARY 2019 COURT DENTAL	215-141-704.110	482.10
		74316		0001160001 - JANUARY 2019 COURT DENTAL	292-662-704.110	161.18
		74316		0001160001 - JANUARY 2019 COURT DENTAL	704-000-231.261	267.47
						1,418.57
01/02/2019	AP	74317	DUNNS	BATTERY	101-131-726.000	22.58
		74317		COLORED PAPER, HIGHLIGHTERS, CLASSIFICATION FOLDERS	215-141-726.000	12.47
		74317		COLORED PAPER, HIGHLIGHTERS, CLASSIFICATION FOLDERS	292-662-726.000	45.99
						81.04
01/02/2019	AP	74318	GRUMPY'S CORNER STORE	RESTITUTION	701-000-271.000	10.00
01/02/2019	AP	74319	INSTITUTE OF CONTINUING LEGAL EDUCA	MI MODEL CIVIL JURY INSTRUCTIONS 2018 - UPDATE	101-131-726.200	267.50

CHECK DISBURSEMENT REPORT FOR COUNTY OF OTSEGO
 CHECK DATE FROM 01/02/2019 - 01/02/2019

Check Date	Bank	Check #	Payee	Description	GL #	Amount
01/02/2019	AP	74320	JOHNSON OIL COMPANY	CL35317 FUEL	588-699-930.660	6,516.14
01/02/2019	AP	74321	JOYCE DARLENE FETROW	DECEMBER 2018 WEEKEND DRUG TESTER: DEC 15, 16, 22, 23, 24	101-133-940.010	200.00
01/02/2019	AP	74322	KEVAN D FLORY	SERVICES 12/03/18 THRU 12/21/18	249-371-801.024	1,400.00
01/02/2019	AP	74323	KOHL'S DEPARTMENT STORE	RESTITUTION FROM MAYER & SMITH, COMPL. 73-2689-18	701-090-289.000	517.99
01/02/2019	AP	74324	LARRY KENT	SERVICES 12/25/18 THRU 12/27/18	249-371-801.024	1,300.00
01/02/2019	AP	74325	LAW OFFICE OF PATRICK M CARMODY JR	CLIENT MTGS AND PAPERWORK 7/24/18 TO 10/9/18	101-131-801.022	450.00
01/02/2019	AP	74326	LINDA D MACK PC	COMMITMENT HEARING ON 11/7/18	101-131-801.022	75.00
01/02/2019	AP	74327	MCCARDEL CULLIGAN	WATER DELIVERY	101-131-726.030	31.00
01/02/2019	AP	74328	MIDCOURSE CORRECTIONS	17-70-DL PLACEMENT CHALLENGE CAMP FEE - DECEMBER 2018	292-662-930.810	475.00
01/02/2019	AP	74329	NORIX GROUP INC	JAIL FURNITURE - MIDC GRANT	260-131-801.021	3,273.40
01/02/2019	AP	74330	OAK HALL INDUSTRIES, LP	JUDICIAL RODE - JUDGE COOPER	101-131-726.000	474.95
01/02/2019	AP	74331	OTSEGO COUNTY	COURT/PROBATION OFFICER CPL RENEWAL - ABE CRUZ	101-131-930.600	115.00
01/02/2019	AP	74332	OTSEGO COUNTY EMS	STAFF CPR/AED/FIRST AID TRAINING ON 12/14/18	101-131-704.400	400.00
		74332		AED MACHINES AND ACTIVE SHOOTER BAGS	101-131-726.000	1,327.15
		74332		STAFF CPR/AED/FIRST AID TRAINING ON 12/14/18	215-141-704.400	100.00
		74332		AED MACHINES AND ACTIVE SHOOTER BAGS	215-141-726.000	1,327.15
		74332		STAFF CPR/AED/FIRST AID TRAINING ON 12/14/18	292-662-930.999	50.00
						<u>3,204.30</u>
01/02/2019	AP	74333	OTSEGO COUNTY FRIEND OF COURT	PETTY CASH REIMBURSEMENT: POSTAGE, CALCULATOR	215-141-726.000	5.88
		74333		PETTY CASH REIMBURSEMENT: POSTAGE, CALCULATOR	215-141-930.450	31.40
						<u>37.28</u>
01/02/2019	AP	74334	QUILL CORPORATION	CLEANING SUPPLIES	101-131-726.025	77.05
		74334		CLEANING SUPPLIES	215-141-726.025	67.51
						<u>144.56</u>
01/02/2019	AP	74335	SALLY FIEHRER	OVERPAYMENT OF 2017 TAXES BY 90.19	516-030-684.000	90.19
01/02/2019	AP	74336	SANE	SAN-56-17	701-000-271.000	620.00
01/02/2019	AP	74337	SCOTT T BEATTY	DECEMBER 2018 FOC REFEREE HEARINGS	215-141-940.010	1,700.00
01/02/2019	AP	74338	STAPLES BUSINESS CREDIT	LETTER OPENER, TONER, COLORED PAPER, STORAGE BOXES, POS	101-131-726.000	520.41
		74338		CLASP ENVELOPES, TONER, BUBBLE MAILERS, CDR, DVD-R, COPY P	101-131-940.111	423.30

CHECK DISBURSEMENT REPORT FOR COUNTY OF OTSEGO
 CHECK DATE FROM 01/02/2019 - 01/02/2019

Check Date	Bank	Check #	Payee	Description	GL #	Amount
		74338		TONER	215-141-726.000	558.03
		74338		GLOVES, BATTERY, POST ITS & FLAGS, PLANNERS, COPY PAPER	292-662-726.000	181.14
						<hr/> 1,682.88
01/02/2019	AP	74339	TRACEY CRUZ	SUPPLIES FOR DRUG COURT FINANCIAL PROGRAM	101-131-726.000	195.41
01/02/2019	AP	74340	TROUT UNLIMITED GAYLORD CHAPTER	RESTITU. FROM ANDERSON, CASE 18-36443 FY	701-003-299.000	38,000.00
01/02/2019	AP	74341	VERIZON WIRELESS	MONTHLY CHARGES NOV 11-DEC 10	261-427-930.210	216.14
01/02/2019	AP	74342	AMERICAN WASTE	REST PMT BY MARCUS CROURKE 15-31255-FY-3	701-003-271.130	440.00
			TOTAL - ALL FUNDS	TOTAL OF 38 CHECKS		69,081.91

**OTSEGO COUNTY
Board of Commissioners**



EXECUTIVE SUMMARY

AGENDA ITEM: January 8, 2019 Warrant	AGENDA DATE: January 8, 2019
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 January 8, 2019 warrant is in the amount of \$143,256.99. Major expenditures in the warrant include:

- \$60,201.30 MERS – December 2018 premium

RECOMMENDATION:

Staff requests approval of the warrant detailed above with a total amount of \$143,256.99.

CHECK DISBURSEMENT REPORT FOR COUNTY OF OTSEGO
 CHECK DATE FROM 01/08/2019 - 01/08/2019

Check Date	Bank	Check #	Payee	Description	GL #	Amount
01/08/2019	AP	2087(E)	CHARTER COMMUNICATIONS	HW0005147122718; A# 5147 01/06/19-02/05/19	588-697-930.240	60.72
01/08/2019	AP	2088(E)	MUNICIPAL EMPLOYEES RETIREMENT SYST	CONTRIBUTION EXPENSE	101-301-704.300	1,206.34
		2088(E)		CONTRIBUTION EXPENSE	704-000-231.700	58,994.96
						60,201.30
01/08/2019	AP	2089(A)	CDW GOVERNMENT INC	OFFICE 2018 STANDARD LICENSE - QUOTE KHRG874	266-901-970.440	289.51
01/08/2019	AP	74343	7TH PROBATE FAMILY COURT	17-84-NA PLACEMENT 11/1/18 TO 11/30/18 & HOLIDAY	292-662-930.810	4,825.00
01/08/2019	AP	74344	ANDREW SAMKOWIAK	DECEMBER 2018 WEEKEND DRUG TESTER: DEC 31	101-133-940.010	40.00
01/08/2019	AP	74345	BILL MARSH FORD GAYLORD	69-5 INVOICE 913128	101-301-726.050	36.94
01/08/2019	AP	74346	BLUEGLOBES LLC	INV # GLR - 48479 MEDIUM PRE FOCUS	281-537-726.050	212.38
01/08/2019	AP	74347	BRONNERS COMMERCIAL DISPLAY	CHRISTMAS DISPLAY	637-265-726.000	9,210.20
01/08/2019	AP	74348	CHILD & FAMILY SERVICES OF NW MI	COURT EMPLOYEE 2018 JEAN FUND DONATION	701-000-232.005	258.00
01/08/2019	AP	74349	CITY OF GAYLORD	WATER BILL	208-752-920.200	83.62
01/08/2019	AP	74350	CRUISERS	INVOICE 39426	101-301-726.050	45.89
01/08/2019	AP	74351	DELL MARKETING LP	PO# 16811 - CUSTOMER #11512327 - JURY LAPTOP	101-145-726.000	893.83
		74351		LATITUDE RUGGED 14 - MCT SHF DEPT QUOTE 3090031246709.1	261-901-970.435	4,461.84
						5,355.67
01/08/2019	AP	74352	DUNNS	BINGERTIP MOISTENER	101-131-726.000	573.56
		74352		SUPPLIES	101-253-726.000	167.83
		74352		WORK CAMP SUPPLIES	205-301-726.000	7.59
		74352		AR306504	212-430-726.000	183.85
		74352		SUPPLIES INV#AR300873	249-371-726.000	77.58
		74352		INV # AR298988 DESK CALENDAR	281-537-726.000	57.60
		74352		SUPPLIES	516-253-726.000	167.83
		74352		AR299358 FULL SERVICE CONTRACT; OVERAGE CHARGE	588-697-726.000	134.71
		74352		AR309021 K. TOWELS; STAPLES	588-693-726.025	36.04
		74352		SUPPLIES	617-253-726.000	167.83
		74352		CREDENZA ROOM 208	645-270-726.000	565.03
						2,140.25
01/08/2019	AP	74353	ELI ELECTRIC LLC	*18 REIMBURSEMENT NEC CODE BOOK	249-371-726.200	105.69
01/08/2019	AP	74354	GASLIGHT MEDIA	UC MAN INTERNET CONNECTIVITY	594-228-930.240	2,900.00
01/08/2019	AP	74355	GILL ROYS HARDWARE	MULTIPLE INVOICES	281-537-920.400	84.10

CHECK DISBURSEMENT REPORT FOR COUNTY OF OTSEGO
 CHECK DATE FROM 01/08/2019 - 01/09/2019

Check Date	Bank	Check #	Payee	Description	GL #	Amount
01/08/2019	AP	74356	GRAND TRAVERSE MOBILE COMMUNICATION	OFFSITE SUPPORT WIFI SYSTEM ISSUE	594-228-700.000	42.50
01/08/2019	AP	74357	HALL VETERINARY CLINIC	102804 102838	212-430-726.035	20.00
		74357		102804 102838	212-430-930.980	138.00
						150.00
01/08/2019	AP	74358	J&P HEATING OF NORTHERN MI LLC	REPLACEMENT FURNACE INV#11006	249-901-970.300	3,000.00
01/08/2019	AP	74359	JIM'S ALPINE AUTOMOTIVE	MULTIPLE INVOICES	281-537-920.400	21.74
01/08/2019	AP	74360	JIM'S ALPINE AUTOMOTIVE	5150 OCBS 1-761712 BUS# 16 & STOCK	588-699-726.050	13.58
01/08/2019	AP	74361	JOHNSON OIL COMPANY	69-9 168441 TIRE PATCH	101-301-726.050	87.93
		74361		188985 TIRES DODGE	212-430-726.050	101.95
		74361		INV # 459252 DIESEL 410 GALLONS	281-537-930.662	1,017.05
						1,206.93
01/08/2019	AP	74362	JOYCE DARLENE FETROW	DECEMBER 2018 WEEKEND DRUG TESTER: DEC 29, 30, 31	101-133-940.010	160.00
01/08/2019	AP	74363	KELLY A. FOX	REF CO-ED VOLLEYBALL OCT.-DEC.	208-752-940.010	275.00
		74363		REF CO-ED VOLLEYBALL OCT.-DEC.	208-752-940.010-VOLLEYBALL	250.00
		74363		REF CO-ED VOLLEYBALL OCT.-DEC.	208-752-940.010-WM_VBALL__	1,500.00
						2,025.00
01/08/2019	AP	74364	LARRY KENT	*18 SERVICES 12/24 THRU 12/27	249-371-001.024	350.00
01/08/2019	AP	74365	LUCAS MIDDLETON ATTORNEY AT LAW	ATTORNEY FEES - ROYAL CREST	617-253-801.020	3,369.85
01/08/2019	AP	74366	MARK L DOBIAS PC	DEFERRAL MEETINGS ON 12/10/18 & 12/14/18. PRETRIAL ON 12/17/18	101-131-901.022	300.00
01/08/2019	AP	74367	MARY ANN & BRAD TUBBS, DIANA GARDNE	REFUND FRO OVERPMT ON PARCEL 102-110-000-450-00 FOR 2017 TA516-030-694.060		5,321.01
01/08/2019	AP	74368	MCWCF	MEMBER 760 - 1ST QUARTER 2019	101-131-704.600	886.16
		74368		MEMBER 760 - 1ST QUARTER 2019	101-133-704.600	187.02
		74368		MEMBER 760 - 1ST QUARTER 2019	215-141-704.600	578.41
		74368		MEMBER 760 - 1ST QUARTER 2019	292-692-704.600	1,307.88
						3,059.47
01/08/2019	AP	74369	MEYER ACE	25292 OFFICE KEYS (4)	588-697-940.010	10.36
		74369		25294 TUBE SAND SHOP	588-698-726.025	249.10
						259.46
01/08/2019	AP	74370	MIDWEST VETERINARY SUPPLY, INC.	10049742 10049863	212-430-726.035	635.60
01/09/2019	AP	74371	MONTE INC	*18 AUTO RECONDITION #917645	249-371-726.050	211.90

Check Date	Bank	Check #	Payee	Description	GL #	Amount
01/08/2019	AP	74372	MUNICIPAL EMPLOYEES RETIREMENT SYST	VALUATION REQEST	588-699-704.300	350.00
01/08/2019	AP	74373	NMJOA	JAMIE FITAK - 2019 MEMBERSHIP DUES	101-131-930.600	40.00
01/08/2019	AP	74374	NORTH EXCAVATING & ASPHALTING	SNOW REMOVAL	226-528-940.010-PROG000000	220.00
01/08/2019	AP	74375	NORTHERN LIGHTS COUNSELING AND CONS	DECEMBER 2018 MENTAL HEALTH COUNSELING	101-133-940.010	970.00
01/08/2019	AP	74376	NORTHERN MICHIGAN REVIEW	393426-601997 PRIME TIMES, HOLIDAY, SEO BOOST	588-697-930.300	202.60
01/08/2019	AP	74377	NORTHERN TANK TRUCK SERVICE	INV # 424703 WATER REMOVAL FROM SRE	281-537-920.400	270.00
01/08/2019	AP	74378	OFFICE DEPOT INC	ACCT # 33876956, SUPPLIES VETERANS, COPY PAPER	101-681-726.000	68.46
01/08/2019	AP	74379	OMS COMPLIANCE SERVICES INC	93346 RANDOM ALCOHOL TEST	588-699-940.010	128.25
01/08/2019	AP	74380	OTSEGO COUNTY BUS SYSTEM	INVOICE 18-00008431 69-12 BLEED BRAKES	101-301-726.050	67.50
01/08/2019	AP	74381	OTSEGO COUNTY COMMISSION ON AGING	TRANSPORTATION AND ADS WALKING GROUP	208-901-970.300	262.80
01/08/2019	AP	74382	OTSEGO COUNTY EMS	COUNTY MORGUE	101-648-930.460	3,105.50
01/08/2019	AP	74383	OTSEGO COUNTY FOOD PANTRY	COURT EMPLOYEE 2018 JEAN FUND DONATION	701-000-232.005	258.00
01/08/2019	AP	74384	OTSEGO COUNTY SHERIFF DEPT	IMPREST CASH	101-301-726.000	10.59
		74384		IMPREST CASH	101-351-726.035	34.82
		74384		IMPREST CASH	101-351-930.700	18.00
						63.41
01/08/2019	AP	74385	PRESQUE ISLE ELECTRIC AND GAS CO-OP	NATURAL GAS BILL	209-751-930.610	452.09
01/08/2019	AP	74386	REDWOOD BIOTECH	DRUG TESTS	101-133-726.000	10,375.00
01/08/2019	AP	74387	REHMANN ROBSON	RR472428 PAYMENT #2 FY 2018	588-697-801.020	4,750.00
01/08/2019	AP	74388	SAFETY KLEEN	78400838 WASHER SOLVENT	588-698-940.010	248.75
01/03/2019	AP	74389	SAGASSER & ASSOCIATES INC	INV #1-71801-2	617-901-970.300	3,758.38
01/03/2019	AP	74390	SCIENTIFIC BRAKE & EQUIPMENT COMPAN	INV # 020224845 QUICK RELEASE VALVE	281-537-920.400	16.85
01/03/2019	AP	74391	SOUTHEASTERN EQUIPMENT & SUPPLY INC	SPOTTER PORTABLE EXTRACTOR CLEANING MACHINE	101-131-726.000	375.00
01/03/2019	AP	74392	STANDARD ELECTRIC COMPANY	INV # 9545881-00 TRANSFORMER	281-537-920.400	66.22
01/03/2019	AP	74393	TOTAL AUDIO & VIDEO ENGINEERING INC	4TH QUARTER 669560	212-430-920.410	90.00
01/08/2019	AP	74394	TOTTEN'S BODY SHOP INC	BODY REPAIRS FORD EXPLORER	101-301-920.400	7,043.87

CHECK DISBURSEMENT REPORT FOR COUNTY OF OTSEGO
 CHECK DATE FROM 01/08/2019 - 01/08/2019

Check Date	Bank	Check #	Payee	Description	GL #	Amount
01/08/2019	AP	74395	TREDROC TIRE SERVICES LLC	7580007789 BUS #16; BUS #28	588-699-726.052	772.24
		74395		7580007789 BUS #16; BUS #28	588-699-920.400	-
						907.24
01/08/2019	AP	74396	UPPER LAKES TIRE	TIRE REPAIR MULTIPLE INVOICES	281-537-726.050	40.00
01/08/2019	AP	74397	VERIZON WIRELESS	9320763228 DECEMBER	588-697-930.210	6.20
01/08/2019	AP	74398	WALMART COMMUNITY GEMB	11/16-12-16 2018 ANIMAL CONTROL	212-430-726.000	402.10
01/09/2019	AP	74399	WAYNE BENTLEY	DECEMBER 2018 WEEKEND DRUG TESTER: DEC. 22, 23, 24, 29, 30	101-133-940.010	240.00
01/08/2019	AP	74400	WILBER AUTOMOTIVE SUPPLY INC	MULTIPLE INVOICES	281-537-920.400	71.55
		74400		132604 STOCK	588-699-726.050	338.43
						409.98
01/08/2019	AP	74401	ZAREMBA EQUIPMENT INC	S 118562 BUS #7	588-699-726.050	301.97
		74401		W 75424 BUS #11	588-699-920.400	265.00
						566.97
01/08/2019	AP	74402	ZOETIS	9007335902 9007303583	212-430-726.035	717.50
			TOTAL - ALL FUNDS	TOTAL OF 63 CHECKS		143,256.99



January 22, 2019

Agenda

**OTSEGO COUNTY
Board of Commissioners**



EXECUTIVE SUMMARY

AGENDA ITEM: OCR 19-01 - Amendment for the POAM MERS Post Employment Healthcare Savings Program.	AGENDA DATE: January 22, 2019
AGENDA PLACEMENT:	ACTION REQUESTED: Motion to Approve
STAFF CONTACT(S): Trisha Adam, Asst. County Administrator/HR Director	ATTORNEY REVIEW: No

BACKGROUND/DISCUSSION:

The MERS Post Employment Healthcare Savings Program Participation Agreement for the POAM group needs to be amended to conform with the new Collective Bargaining Agreement between Otsego County, the Sheriff and the POAM effective January 1, 2019.

RECOMMENDATION:

Staff requests approval of the attached updates OCR 19-01 to the MERS Participation Agreement for the POAM Post Employment Healthcare Savings Program.

MERS Health Care Savings Program Participation Agreement



1134 Municipal Way Lansing, MI 48917 | 800.767.2308 | Fax 517.703.9707

www.mersofmich.com

I. PARTICIPATING EMPLOYER

Employer Name: Otsego County
(Name of municipality or court)

Municipality Number: 6902-1 Division Number: 300437

II. EFFECTIVE DATE

1. If this is the initial Participation Agreement relating to the MERS Health Care Savings Program for this covered group, the effective date of the program here adopted shall be:

(Date)

2. If this is an amendment and restatement of an existing Participation Agreement relating to the MERS Health Care Savings Program for this covered group, the effective date of this amendment and restatement shall be effective: 1-1-2019.

(Date)

The original Health Care Savings Program was effective: 1-1-2009.

(Date)

Note: You only need to mark **changes** to your plan throughout the remainder of this Agreement.

III. COVERED EMPLOYEE GROUPS

A participating Employer may cover all of its employee groups, bargaining units or personnel/employee classifications ("Covered Group"), in Health Care Savings Program. **Contributions shall be made on the same basis within each Covered Group identified by this agreement, and remitted as directed by the Program Administrator.** If the Employer has varying coverage or contribution structures between groups, a separate agreement will need to be completed for each covered group. This agreement encompasses the following group(s):

All Full-time POAM Unit Employees

(Name/s of HCSP covered group/s)

IV. ELIGIBLE EMPLOYEES

Only Employees of a "municipality" may be covered by the Health Care Savings Program Participation Agreement. Independent contractors may not participate in the Health Care Savings Program.

The Employer shall provide MERS with the name, address, Social Security Number, and date of birth for each Eligible Employee, as defined by the Participation Agreement.

MERS Health Care Savings Program Participation Agreement

- B. Mandatory Salary Reduction (Before-Tax) Contributions.** Before-tax Employer Contributions to the Health Care Savings Program Sub-Trust shall be made that represent a mandatory salary reduction resulting from collective bargaining or the establishment of a personnel policy. These reductions may be made as a percentage of salary or a specific dollar amount.

Contribution structure (specify):

\$40 per month

- C. Mandatory Leave Conversion (Before-Tax) Contributions.** Before-tax Employer Contributions to the Health Care Savings Program Sub-Trust shall be made that represent a mandatory conversion of accrued leave including, but not limited to vacation, holiday, sick leave, or severance amounts otherwise paid out, to a cash contribution. These contributions may be calculated as a percentage of accrued leave or a specific dollar amount representing the accrued leave. Leave conversions may be made on an annual basis or at separation from service, or at such other time as the Employer indicates. *(Note: The leave conversion program shall not permit employees the option of receiving cash in lieu of the employer contribution.)*

Check one or more:

- As of remove leave conversion, _____ % of _____
Annual date or X weeks before termination Percentage Type of Leave Conversion (sick, vacation, etc.)
 must be contributed to the HCSP.

- As of _____, _____ % of _____
Annual date or X weeks before termination Percentage Type of Leave Conversion (sick, vacation, etc.)
 must be contributed to the HCSP.

- As of _____, _____ % of _____
Annual date or X weeks before termination Percentage Type of Leave Conversion (sick, vacation, etc.)
 must be contributed to the HCSP.

- As of _____, _____ % of _____
Annual date or X weeks before termination Percentage Type of Leave Conversion (sick, vacation, etc.)
 must be contributed to the HCSP.

MERS Health Care Savings Program Participation Agreement

Post-Tax Employee Contributions. Post-tax Employee Contributions made by Eligible Employees within the Covered Group(s) shall be remitted as directed by the Program Administrator, to be credited to the individual accounts of Eligible Employees. All Employee Contributions must be remitted to MERS along with the Participation Report.

VI. MODIFICATION OF THE TERMS OF THE PARTICIPATION AGREEMENT

If a Participating Employer desires to amend any of its previous elections contained in this Participation Agreement, including attachments, the Governing Body by official action must adopt a new Participation Agreement and forward it to the Board for approval. The amendment of the new Participation Agreement is not effective until approved by the Board and other procedures required by the Trust Agreement and Plan Document have been implemented.

VII. STATE LAW

To the extent not preempted by federal law, this agreement shall be interpreted in accordance with Michigan law.

VIII. TERMINATION OF THE PARTICIPATION AGREEMENT

This Participation Agreement may be terminated only in accordance with the Trust Agreement.

IX. EXECUTION BY GOVERNING BODY OF MUNICIPALITY

The foregoing Participation Agreement is hereby adopted and approved on the 22 day of January, 2019 at the official meeting held by Otsego County
(Name of approving employer)

Authorized Signature: _____

Title: Chair, Otsego County Board of Commissioners

Witness Signature: _____

Received and Approved by the Municipal Employees' Retirement System of Michigan

Dated: _____, 20____

(Authorized MERS signatory)

OTSEGO COUNTY
Board of Commissioners



EXECUTIVE SUMMARY

AGENDA ITEM: 2019 Remonumentation County Representative Agreement	AGENDA DATE: January 22, 2019
AGENDA PLACEMENT: Consent Agenda, Item C.1.	ACTION REQUESTED: Motion to Approve
STAFF CONTACT(S): Rachel Frisch, County Administrator	ATTORNEY REVIEW: No

BACKGROUND/DISCUSSION:

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

The contract amount is for \$2,200.00

RECOMMENDATION:

Staff requests that the Agreement be approved as submitted.

GRANT NO. BCC 19-69

GRANT BETWEEN
THE STATE OF MICHIGAN
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
AND
OTSEGO COUNTY

GRANTEE/ADDRESS:

Marlene K. Hopp
County of Otsego
225 West Main Street, Room 213
Gaylord, MI 49735
(989) 731-7570
(989) 731-7599

STATE GRANT ADMINISTRATOR/ADDRESS:

Michael C. Barger, P.S., Director
Office of Land Survey and Remonumentation
Department of Licensing and Regulatory Affairs
P.O. Box 30254
Lansing, MI 48909
Phone: (517) 241-6321
Email: bargerm@michigan.gov

GRANT PERIOD:

From: 01-01-2019 To: 12-31-2019

TOTAL AUTHORIZED BUDGET: \$43,689.00

SIGMA Vendor ID: CV0048095
SIGMA Payment Address Code: 36

ACCOUNTING TEMPLATE: 6415137T001

GRANT

This is Grant No. **BCC 19-69** between the Department of Licensing and Regulatory Affairs (Grantor), and **Otsego County** (Grantee), is entered into pursuant to the State Survey and Remonumentation Act, 1990 PA 345 (SSRA) and is subject to the terms and conditions of this Agreement (Agreement).

1.0 Statement of Purpose

This Grant is offered annually to the Grantee in accordance with the requirements of the SSRA. The SSRA establishes the State Survey and Remonumentation Fund which supports a program for the monumentation and remonumentation and perpetual monument maintenance of original public land survey corners, protracted public land survey corners and property controlling corners throughout the State.

This Grant is offered to the Grantee to carry out its annual work program as set forth and approved by the Grantor in the Grantee's Survey and Remonumentation Grant Application, made part of this Agreement as "Attachment A."

In accordance with the terms and conditions of this Grant, the Grantor will reimburse the eligible expenses incurred by the Grantee to carry out the annual work program as set forth and approved by the Grantor in "Attachment A."

1.1 Statement of Work

The Grantee agrees to undertake, perform, and complete the project described in the Grantee's Proposal, Attachment A, file a Land Corner Recordation Certificate (LCRC) pursuant to the Corner Recordation Act, 1970 PA 74 (CRA) with the addition of a geodetic coordinate value, the peer group date, and county representative's signature on said LCRC for each corner identified in Attachment A under the requirements of the SSRA.

The Grantee must submit a Completion Report as specified in this Agreement, may submit a Work Progress Report as specified in this Agreement and provide any other reports or forms requested by the Grantor.

1.2 Detailed Budget

- A. This Agreement does not commit the State of Michigan (State) or the Department of Licensing and Regulatory Affairs (LARA) to approve requests for additional funds at any time.
- B. If applicable, travel expenses will not be reimbursed at rates greater than the State Travel Rates, Attachment B, without the prior written consent of the Grant Administrator.
- C. Attachment A includes the Budget. The Grantee agrees that all funds shown in Attachment A are to be spent as detailed in Attachment A.

- D. Changes in the Budget of less than 5 percent of the total line item amount do not require prior written approval, but Grantee must provide notice to the Grant Administrator.
- E. Changes in the Budget equal to or greater than 5 percent of the total line item amount will be allowed only upon prior review and written approval by the State Grant Administrator. A formal grant amendment must be signed by both the Grantor and Grantee.

1.3 Payment Schedule

- A. The maximum amount of grant assistance offered is **\$43,689.00**. An initial advance of **\$17,475.60** (40 percent of the State Grant Amount) shall be made to the Grantee upon submittal of the previous Grant Year Completion Report and all required documentation to the State Grant Administrator.
- B. Progress payments up to a total of 85 percent of the Total Authorized Budget may be made upon submission of a Grantee request indicating the grant funds received, project expenditures incurred, and objectives completed to date, as well as backup documentation for all expenditures. Backup documentation must include a printout of the 245 grant account, invoice copies, and a payroll printout for any county costs supported with the grant, and be maintained for audit purposes in order to comply with this Agreement.
- C. Payment of the final 15 percent of the grant amount shall be made after completion of the project and after the State Grant Administrator has received and approved the Completion Report and supporting documentation as specified in this Agreement.

1984 PA 279 states that the State shall take all steps necessary to assure that payment for goods or services is mailed within 45 days after receipt of the goods or services, a complete invoice for goods or services, or a complete contract for goods or services, whichever is later.

1.4 Program Performance - Monitoring, Reporting and Documentation

- A. **Monitoring.** The Grantee shall monitor performance to assure that time schedules are being met and projected work by time period is being accomplished and provide a status report to the State Grant Administrator upon request.
- B. **Reporting (see 1.4.C. for documentation requirements):**
 - 1. The Grantee **may submit** to the State Grant Administrator a Progress Report as soon as July 1 of the grant year but no later than September 30 of the grant year with backup documentation for work completed and expenditures incurred during the reporting period
 - 2. The Grantee **must submit** to the State Grant Administrator a Completion Report no later than February 1 following the close of the grant year accompanied by all documentation for work completed and expenditures incurred during the reporting period.

- D. Documentation. Backup documentation must include the following, as applicable:
1. A written narrative of the total work accomplished during the grant year, including an explanation for any additional work completed that was not specified in the approved "Attachment A," any work not completed that was specified in the approved "Attachment A," and any changes in an approved line item of the budget approved in "Attachment A" (submit for **Completion Report only**).
 2. A narrative of any coordinated efforts with other organizations to complete the project (submit for **Completion Report only**).
 3. Invoices:
 - a. An invoice from all Peer Review Group members, each surveyor or any other service provider for all services provided to the Grantee under this Agreement, and other supplies and purchases, as outlined in the approved "Attachment A" (submit for **Progress Report and Completion Report**).
 - b. A detailed breakdown and backup documentation for any county costs charged to the program as outlined in the approved "Attachment A" (submit for **Progress Report and Completion Report**).
 4. General Ledger: The County Treasurer's print-out of the State Survey and Remonumentation grant account or equivalent ledger providing a detailed history of each transaction occurring within the account, including all payroll, indirect and/or overhead expenses. If not itemized in the ledger, a salary and fringe benefits breakdown must also be submitted for all administrative staff (submit for **Progress Report and Completion Report**).
 5. An exact, full-size copy of the recorded LCRC prepared in compliance with the CRA and SSRA (submit for **Completion Report only**).
 - (1) The LCRC must include geodetic coordinate values for each corner recorded, signed by the county representative and reflect the date of the peer review group meeting at which the corner was reviewed.
 - (2) A copy must be submitted for each corner code reported on an LCRC. If the LCRC identifies more than one corner code, the Grantee must provide a separate copy of the LCRC for each corner code.
 6. An LCRC Spreadsheet listing all corner codes recorded for filing in the State's Corner Recordation Collection System (submit with **Completion Report only**).

PART II - GENERAL PROVISIONS

2.1 Project Changes

Grantee must obtain prior written approval for project changes from the Grant Administrator. See Section 1.2. Detailed Budget.

2.2 Delegation

Grantee may not delegate any of its obligations under the Grant without the prior written approval of the State. Grantee must notify the State at least 90 calendar days before the proposed delegation and provide the State any information it requests to determine whether the delegation is in its best interest. If approved, Grantee must: (a) be the sole point of contact regarding all project matters, including payment and charges for all Grant Activities; (b) make all payments to the subgrantee; and (c) incorporate the terms and conditions contained in this Grant in any subgrant with a subgrantee. Grantee remains responsible for the completion of the Grant Activities, compliance with the terms of this Grant, and the acts and omissions of the subgrantee. The State, in its sole discretion, may require the replacement of any subgrantee.

2.3 Project Income

To the extent that it can be determined that interest was earned on advances of funds, such interest shall be remitted to the Grantor. All other program income shall either be added to the project budget and used to further eligible program objectives or deducted from the total program budget for the purpose of determining the amount of reimbursable costs. The final determination shall be made by the Grant Administrator.

2.4 Share-in-savings

The Grantor expects to share in any cost savings realized by the Grantee. Therefore, final Grantee reimbursement will be based on actual expenditures. Exceptions to this requirement must be approved in writing by the Grant Administrator.

2.5 Order of Spending

Unless otherwise required, Grantee shall expend funds in the following order: (1) private or local funds, (2) federal funds, and (3) state funds. Grantee is responsible for securing any required matching funds from sources other than the State.

2.6 Purchase of Equipment

The purchase of equipment not specifically listed in the Budget, "Attachment A," must have prior written approval of the Grant Administrator. Equipment is defined as non-expendable personal property having a useful life of more than one year. Such equipment shall be retained by the Grantee unless otherwise specified at the time of approval.

2.7 Accounting

The Grantee shall adhere to the Generally Accepted Accounting Principles and shall maintain records which will allow, at a minimum, for the comparison of actual outlays with budgeted amounts. The Grantee's overall financial management system must ensure effective control over and accountability for all funds received. Accounting records must be supported by source documentation including, but not limited to, balance sheets, general ledgers, time sheets and invoices. The expenditure of state funds shall be reported by line item and compared to the Budget.

2.8 Records Maintenance, Inspection, Examination, and Audit

The State or its designee may audit Grantee to verify compliance with this Grant. Grantee must retain, and provide to the State or its designee upon request, all financial and accounting records related to the Grant through the term of the Grant and for 7 years after the latter of termination, expiration, or final payment under this Grant or any extension ("Audit Period"). If an audit, litigation, or other action involving the records is initiated before the end of the Audit Period, Grantee must retain the records until all issues are resolved.

Within 10 calendar days of providing notice, the State and its authorized representatives or designees have the right to enter and inspect Grantee's premises or any other places where Grant Activities are being performed, and examine, copy, and audit all records related to this Grant. Grantee must cooperate and provide reasonable assistance. If any financial errors are revealed, the amount in error must be reflected as a credit or debit on subsequent invoices until the amount is paid or refunded. Any remaining balance at the end of the Grant must be paid or refunded within 45 calendar days.

This Section applies to Grantee, any parent, affiliate, or subsidiary organization of Grantee, and any subgrantee that performs Grant Activities in connection with this Grant.

If the Grantee is a governmental or non-profit organization and expends the minimum level specified in OMB Uniform Guidance (\$750,000 as of December 26, 2013) or more in total federal funds in its fiscal year, then Grantee is required to submit an Audit Report to the Federal Audit Clearinghouse (FAC) as required in 200.36.

2.9 Competitive Bidding

The Grantee agrees that all procurement transactions involving the use of state funds shall be conducted in a manner that provides maximum open and free competition. When competitive selection is not feasible or practical, the Grantee agrees to obtain the written approval of the Grant Administrator before making a sole source selection. Sole source contracts should be negotiated to the extent that such negotiation is possible.

3.0 Liability

The State is not liable for any costs incurred by the Grantee before the start date or after the end date of this Agreement. Liability of the State is limited to the terms and conditions of this Agreement and the grant amount.

3.1 Reserved

3.2 Safety

The Grantee, and all subgrantees are responsible for insuring that all precautions are exercised at all times for the protection of persons and property. Safety provisions of all Applicable Laws and building and construction codes shall be observed. The Grantee, and every subgrantee are responsible for compliance with all federal, state and local laws and regulations in any manner affecting the work or performance of this Agreement and shall at all times carefully observe and comply with all rules, ordinances, and regulations. The Grantee, and all subgrantees shall secure all necessary certificates and permits from municipal or other public authorities as may be required in connection with the performance of this Agreement.

3.3 General Indemnification

Inasmuch as each party to this grant is a governmental entity of the State of Michigan, each party to this grant must seek its own legal representation and bear its own costs, including judgments, in any litigation which may arise from the performance of this grant. It is specifically understood and agreed that neither party will indemnify the other party in such litigation.

3.4 Termination

A. Termination for Cause

The State may terminate this Grant for cause, in whole or in part, if Grantee, as determined by the State: (a) endangers the value, integrity, or security of any location, data, or personnel; (b) becomes insolvent, petitions for bankruptcy court proceedings, or has an involuntary bankruptcy proceeding filed against it by any creditor; (c) engages in any conduct that may expose the State to liability; (d) breaches any of its material duties or obligations; or (e) fails to cure a breach within the time stated in a notice of breach. Any reference to specific breaches being material breaches within this Grant will not be construed to mean that other breaches are not material.

If the State terminates this Grant under this Section, the State will issue a termination notice specifying whether Grantee must: (a) cease performance immediately, or (b) continue to perform for a specified period. If it is later determined that Grantee was not in breach of the Grant, the termination will be deemed to have been a Termination for Convenience, effective as of the same date, and the rights and obligations of the parties will be limited to those provided in Subsection B, Termination for Convenience.

The State will only pay for amounts due to Grantee for Grant Activities accepted by the State on or before the date of termination, subject to the State's right to set off any amounts owed by the Grantee for the State's reasonable costs in terminating this Grant. The Grantee must pay all reasonable costs incurred by the State in terminating this Grant for cause, including administrative costs, attorneys' fees, court costs, transition costs, and any costs the State incurs to procure the Grant Activities from other sources.

B. Termination for Convenience

The State may immediately terminate this Grant in whole or in part without penalty and for any reason, including but not limited to, appropriation or budget shortfalls. If

the State terminates this Grant for convenience, the State will pay all reasonable costs, as determined by the State, for State approved Grant Responsibilities.

3.5 Conflicts and Ethics

Grantee will uphold high ethical standards and is prohibited from: (a) holding or acquiring an interest that would conflict with this Grant; (b) doing anything that creates an appearance of impropriety with respect to the award or performance of the Grant; (c) attempting to influence or appearing to influence any State employee by the direct or indirect offer of anything of value; or (d) paying or agreeing to pay any person, other than employees and consultants working for Grantee, any consideration contingent upon the award of the Grant. Grantee must immediately notify the State of any violation or potential violation of these standards. This Section applies to Grantee, any parent, affiliate, or subsidiary organization of Grantee, and any subgrantee that performs Grant Activities in connection with this Grant.

3.6 Non-Discrimination

Under the Elliott-Larsen Civil Rights Act, 1976 PA 453, MCL 37.2101, et seq., and the Persons with Disabilities Civil Rights Act, 1976 PA 220, MCL 37.1101, et seq., Grantee and its subgrantees agree not to discriminate against an employee or applicant for employment with respect to hire, tenure, terms, conditions, or privileges of employment, or a matter directly or indirectly related to employment, because of race, color, religion, national origin, age, sex, height, weight, marital status, or mental or physical disability. Breach of this covenant is a material breach of this Grant.

3.7 Unfair Labor Practices

Under MCL 423.324, the State may void any Grant with a Grantee or subgrantee who appears on the Unfair Labor Practice register compiled under MCL 423.322.

3.8 Force Majeure

Neither party will be in breach of this Grant because of any failure arising from any disaster or acts of god that are beyond their control and without their fault or negligence. Each party will use commercially reasonable efforts to resume performance. Grantee will not be relieved of a breach or delay caused by its subgrantees. If immediate performance is necessary to ensure public health and safety, the State may immediately Grant with a third party.

3.9 Media Releases

News releases (including promotional literature and commercial advertisements) pertaining to the Grant or project to which it relates must not be made without prior written State approval, and then only in accordance with the explicit written instructions of the State.

4.0 Website Incorporation

The State is not bound by any content on Grantee's website unless expressly incorporated directly into this Grant.

4.1 Certification Regarding Debarment

The Grantee certifies, by signature to this Agreement, that neither it nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this Agreement by any federal or State department or agency. If the Grantee is unable to certify to any portion of this statement, the Grantee shall attach an explanation to this Agreement.

4.2 Illegal Influence

The Grantee certifies, to the best of his or her knowledge and belief that:

- A. No federal appropriated funds have been paid nor will be paid, by or on behalf of the Grantee, to any person for influencing or attempting to influence an officer or employee of any agency, a member of Congress, an officer or employee of Congress, or an employee of a member of Congress in connection with the awarding of any federal contract, the making of any federal grant, the making of any federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any federal contract, grant, loan or cooperative agreement.
- B. If any funds other than federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a member of Congress, an officer or employee of Congress, or an employee of a member of Congress in connection with this grant, the Grantee shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.
- C. The Grantee shall require that the language of this certification be included in the award documents for all grants or subcontracts and that all subrecipients shall certify and disclose accordingly.

The State has relied upon this certification as a material representation. Submission of this certification is a prerequisite for entering into this Agreement imposed by 31 USC § 1352. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

The Grantee certifies, to the best of his or her knowledge and belief that no state funds have been paid nor will be paid, by or on behalf of the Grantee, to any person for influencing or attempting to influence an officer or employee of any State agency, a member of the Legislature, or an employee of a member of the Legislature in connection with the awarding of any state contract, the making of any state grant, the making of any state loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any state contract, grant, loan or cooperative agreement.

4.3 Governing Law

This Grant is governed, construed, and enforced in accordance with Michigan law, excluding choice-of-law principles, and all claims relating to or arising out of this Grant are governed by

Michigan law, excluding choice-of-law principles. Any dispute arising from this Grant must be resolved in Michigan Court of Claims. Grantee consents to venue in Ingham County, and waives any objections, such as lack of personal jurisdiction or forum non conveniens. Grantee must appoint agents in Michigan to receive service of process.

4.4 Compliance with Laws

Grantee must comply with all federal, state and local laws, rules and regulations.

Grantee is required to possess in order to perform under this Grant.

4.5 Disclosure of Litigation, or Other Proceeding

Grantee must notify the State within 14 calendar days of receiving notice of any litigation, investigation, arbitration, or other proceeding (collectively, "Proceeding") involving Grantee, a subgrantee, or an officer or director of Grantee or subgrantee, that arises during the term of the Grant, including: (a) a criminal Proceeding; (b) a parole or probation Proceeding; (c) a Proceeding under the Sarbanes-Oxley Act; (d) a civil Proceeding involving: (1) a claim that might reasonably be expected to adversely affect Grantee's viability or financial stability; or (2) a governmental or public entity's claim or written allegation of fraud; or (e) a Proceeding involving any license that Grantee is required to possess in order to perform under this Grant.

4.6 Assignment

Grantee may not assign this Grant to any other party without the prior approval of the State. Upon notice to Grantee, the State, in its sole discretion, may assign in whole or in part, its rights or responsibilities under this Grant to any other party. If the State determines that a novation of the Grant to a third party is necessary, Grantee will agree to the novation, provide all necessary documentation and signatures, and continue to perform, with the third party, its obligations under the Grant.

4.7 Entire Grant and Modification

This Grant is the entire agreement and replaces all previous agreements between the parties for the Grant Activities. This Grant may not be amended except by signed agreement between the parties.

4.8 Grantee Relationship

Grantee assumes all rights, obligations and liabilities set forth in this Grant. Grantee, its employees, and agents will not be considered employees of the State. No partnership or joint venture relationship is created by virtue of this Grant. Grantee, and not the State, is responsible for the payment of wages, benefits and taxes of Grantee's employees and any subgrantees. Prior performance does not modify Grantee's status as an independent Grantee.

4.9 Dispute Resolution

The parties will endeavor to resolve any Grant dispute in accordance with this provision. The dispute will be referred to the parties' respective Grant Administrators or Program Managers. Such referral must include a description of the issues and all supporting documentation. The parties must submit the dispute to a senior executive if unable to resolve the dispute within 15 business days. The

parties will continue performing while a dispute is being resolved, unless the dispute precludes performance. A dispute involving payment does not preclude performance.

Litigation to resolve the dispute will not be instituted until after the dispute has been elevated to the parties' senior executive and either concludes that resolution is unlikely or fails to respond within 15 business days. The parties are not prohibited from instituting formal proceedings: (a) to avoid the expiration of statute of limitations period; (b) to preserve a superior position with respect to creditors; or (c) where a party makes a determination that a temporary restraining order or other injunctive relief is the only adequate remedy. This Section does not limit the State's right to terminate the Grant.

5.0 Severability

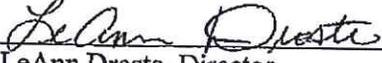
If any part of this Grant is held invalid or unenforceable, by any court of competent jurisdiction, that part will be deemed deleted from this Grant and the severed part will be replaced by agreed upon language that achieves the same or similar objectives. The remaining Grant will continue in full force and effect.

5.1 Waiver

Failure to enforce any provision of this Grant will not constitute a waiver.

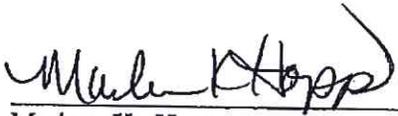
5.2 Signatories

The signatories warrant that they are empowered to enter into this Agreement and agree to be bound by it.



LeAnn Droste, Director
Bureau of Finance and Administrative Services
Department of Licensing and Regulatory Affairs
State of Michigan

9-7-18
Date



Marlene K. Hopp
County Grant Administrator
County of Otsego

11-13-2018
Date

GRANT NO. BCC 19-69

**OTSEGO COUNTY 2019 MONUMENTATION/REMONUMENTATION PROGRAM
AGREEMENT FOR SURVEY/REMONUMENTATION SERVICES**

1. Parties. This agreement made this Twenty-Second day of January, 2019, by and between the **County of Otsego**, a Michigan Municipal Corporation, of Gaylord, Michigan 49735, hereafter COUNTY, and **Brand Land Surveying LLC** located at 533 Greenfield Drive, Gaylord, Michigan 49735, hereafter CONTRACTOR.

2. Term. Unless earlier terminated as provided in this Agreement, the term of this Agreement will commence on the date first above written, and continue until December 31, 2019.

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

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

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

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

4. Compensation. The CONTRACTOR shall perform all work for the PROJECT at the applicable rates indicted on the Professional Fee Schedule attached to and made a part hereof, for the total amount not to exceed **Seventeen Thousand Four Hundred Seventy Four and 50/100 dollars (US \$17,474.50)**. The PROJECT shall be defined as the corners completed (corners to be researched, corners to be monumented or remonumented and corners to have coordinates set) without exceeding the maximum amount.

5. Payment of Compensation. The OWNER will pay the CONTRACTOR for the work when: (a) the Peer Review Group reviews and concurs with the CONTRACTORS Corner Research & Remonumentation according to the County Plan For Otsego County; (b) furnishes an original Land Corner Recordation Form, or forms if appropriate to the County Representative; (c) furnish one complete set of documents for each corner monumented, remonumented, researched or coordinate set to the County Representative to be placed in the permanent file maintained at the Register of Deeds Office; (d) the County Representative certifies to the appropriate County official or officer that (a), (b) and (c) have been completed and that such completed work is in accordance with the grant; (e) that the County will pay the amount owed and due within 30 days of receipt of itemized invoice, approved by the County Representative and by the County Grant

Administrator. These (a)-(d) requirements will be completed 45 days prior to end of the Grant Agreement, ending 12/31/2019.

Unless otherwise authorized by the County Grant Administrator, the Contractor's work is to be completed **no later than October 14, 2019**. Said statement shall be in accordance with the schedule of fees and charges outlined in this Contract. If the CONTRACTOR fails to meet this deadline, payment may be withheld at the option of the County Grant Administrator. In the event that the CONTRACTOR fails to meet the deadlines specified within this contract by at least fourteen days, there will be a reduction of \$50.00 per day from the Compensation total beginning on day fifteen. The Grant Administrator can extend deadlines at his/her discretion.

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

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

7. Services to be Provided by CONTRACTOR. In consideration of the compensation to be paid by the COUNTY, CONTRACTOR shall perform the following services:

A. CORNERS TO BE RESEARCHED (19 total corners):

T32N, R2W – Corwith Township – 19 corners

Code

A09, A10, A12,
B13, C13, D13, E13,
B09, B11,
C09, C10, C11, C12,
D09, D11,
E09, E10, E11, E12

Common Corners 7 will be coordinated.

M09, M10, M12, T32N, R3W Corwith Township
B01, C01, D01, E01, T31N, R2W Dover Township

B. CORNERS TO BE MONUMENTED (29 total corners):

T32N, R2W – Corwith Township – 19 corners

Code

A09, A10, A12,
B13, C13, D13, E13,
B09, B11,
C09, C10, C11, C12,
D09, D11,
E09, E10, E11, E12

Common Corners 7 will be coordinated.

M09, M10, M12, T32N, R3W Corwith Township
B01, C01, D01, E01, T31N, R2W Dover Township

19 corners

7 common corners

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

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

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

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

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

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

Latitude: 00M00"00.000"

Longitude: 00M00"00.000"

Estimated Reputability/ Accuracy: 0.25'

Datum and Adjustment Year:

Epoch Date: 00-MMM-YYYY

Date of Observation: DD-MMM-YYYY

Method of Survey: Narrative explanation

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

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

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

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

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

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

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

A. By mutual written agreement of the parties; or

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

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

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

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

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

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

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

AGREED to this Twenty-Second day of January, 2019, at Gaylord, Michigan.

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

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

By: _____
Kenneth Borton, Chair
Otsego County Commissioner

By: _____
Ronald C. Brand, PS
Owner

Approved as to Form

Approved as to Form

By: _____
Rachel Frisch,
Otsego County Administrator

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

**OTSEGO COUNTY 2019 MONUMENTATION/REMONUMENTATION PROGRAM
AGREEMENT FOR SURVEY/REMONUMENTATION SERVICES**

1. Parties. This agreement made this Twenty-Second day of January, 2019, by and between the **County of Otsego**, a Michigan Municipal Corporation, of Gaylord, Michigan 49735, hereafter COUNTY, and **Wade Trim, Inc.**, located at 4241 Old US 27 S., Suite 1, Gaylord, Michigan, hereafter CONTRACTOR.
2. Term. Unless earlier terminated as provided in this Agreement, the term of this Agreement will commence on the date first above written, and continue until December 31, 2019.
3. Definitions.
 - A. County Grant Administrator. Means a person appointed by the Otsego County Board of Commissioners as the individual responsible for completing and submitting the annual Application for a survey and Monumentation Grant to the State of Michigan, and the administering of the approved annual grant.
 - B. County Representative. Means the County Surveyor, whether elected or appointed, pursuant to Section 95 of Chapter 14 of the Revised Statutes of 1846, being Section 54.95 of the Michigan Compiled Laws.
 - C. Peer Group. Means not less than three non-associated surveyors appointed by the County Representative. One member of the Peer Group shall be the County Representative, who shall act as chair.
 - D. County Plan. Means the approved Otsego County Remonumentation Plan.
4. Compensation. The CONTRACTOR shall perform all work for the PROJECT at the applicable rates indicted on the Professional Fee Schedule attached to and made a part hereof, for the total amount not to exceed **Seventeen Thousand Four Hundred Seventy Four and 50/100 (US \$17,474.50)**. The PROJECT shall be defined as the corners completed (corners to be researched, corners to be monumented or remonumented and corners to have coordinates set) without exceeding the maximum amount.
5. Payment of Compensation. The OWNER will pay the CONTRACTOR for the work when: (a) the Peer Review Group reviews and concurs with the CONTRACTORS Corner Research & Remonumentation according to the Monumentation and Remonumentation Plan For Otsego County; (b) furnishes an original Land Corner Recordation Form, or forms if appropriate to the County Representative; (c) furnish one complete set of documents for each corner monumented, remonumented, researched or coordinate set to the County Representative to be placed in the permanent file maintained at the Register of Deeds Office; (d) the County Representative certifies to the appropriate County official or officer that (a), (b) and (c) have been completed and that such completed work is in accordance with the grant; (e) that the

County will pay the amount owed and due within 30 days of receipt of itemized invoice, approved by the County Representative and by the County Grant Administrator. These (a)-(d) requirements will be completed 45 days prior to end of the Grant Agreement, ending 12/31/2019.

Unless otherwise authorized by the County Grant Administrator, the Contractor's work is to be completed **no later than October 14, 2019**. Said statement shall be in accordance with the schedule of fees and charges outlined in this Contract. If the CONTRACTOR fails to meet this deadline, payment may be withheld at the option of the County Grant Administrator. In the event that the CONTRACTOR fails to meet the deadlines specified within this contract by at least fourteen days, there will be a reduction of \$50.00 per day from the Compensation total beginning on day fifteen. The Grant Administrator can extend deadlines at his/her discretion.

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

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

A. CORNERS TO BE RESEARCHED (19 total corners):
T31N R02W Dover Township

<u>Code</u>	<u>Common Corners 1 will be coordinated.</u>
B05	
C08, C10, C12,	
E03, E04, E05, E10, E12,	
F09,	
G09, G10,	
I-9, I10, I12,	
J09,	
K09, K10,	
M12,	A12, T31N, R1W Charlton Township

B. CORNERS TO BE MONUMENTED (19 total corners):
T31N R02W Dover Township

<u>Code</u>	<u>Common Corners 1 total will be coordinated.</u>
B05,	
C08, C10, C12,	
E03, E04, E05, E10, E12,	

F09,
G09, G10,
I-9, I10, I12,
J09,
K09, K10,
M12,

A12, T31N, R1W Charlton Township

19 corners

1 common

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

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Geodetic Coordinates- MCL 54.268(2)(a)(iii) and 54.268(2)(d)
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1. Directly from a Continuously Operating Reference Station (CORS), or
2. From supplemental control established from CORS, or
3. From supplemental control established from other NGS horizontal control stations.

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

Latitude: 00M00"00.000"

Longitude: 00M00"00.000"

Estimated Reputability/ Accuracy: 0.25'

Datum and Adjustment Year:

Epoch Date: 00-MMM-YYYY

Date of Observation: DD-MMM-YYYY

Method of Survey: Narrative explanation

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

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

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

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

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

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

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

AGREED to this Twenty-Second day of January, 2019 at Gaylord, Michigan.

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

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

By: _____
Kenneth Borton, Chair
Otsego County Commissioner

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

Approved as to Form

Approved as to Form

By: _____
Rachel Frisch,
Otsego County Administrator

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

**OTSEGO COUNTY 2019 MONUMENTATION/REMONUMENTATION PROGRAM
AGREEMENT FOR COUNTY REPRESENTATIVE SERVICES**

1. Parties. This agreement made this Twenty-Second day of January, 2019, by and between the **County of Otsego**, a Michigan Municipal Corporation, of Gaylord, Michigan 49735, hereafter COUNTY, and **Ronald C. Brand, PS.**, located at 533 Greenfield Drive, Gaylord, Michigan, hereafter CONTRACTOR.

2. Term. Unless earlier terminated as provided in this Agreement, the term of this Agreement will commence on January 1, 2019, and continue until December 31, 2019.

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

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

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

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

4. Compensation. The CONTRACTOR shall perform all work for the PROJECT for the total amount not to exceed **Two Thousand Two Hundred and 00/100 dollars (US \$2,200.00)**. The PROJECT shall be defined as completion of all duties listed in Section 7, Services to be Provided by CONTRACTOR.

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

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

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

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

7. Services to be Provided by CONTRACTOR. In consideration of the compensation to be paid by the COUNTY, CONTRACTOR shall perform the following services:
 - A. Establishing, scheduling meetings of, and chairing a Peer Group which will meet and act as advisors for ratification of corner locations. These meetings shall be in compliance with the Open Meetings Act. Peer Group meetings shall be scheduled as to allow for all assigned Remonumentation corners, other than corners tabled until the following grant cycle, to be reviewed and ratified by October 1, 2019.

 - B. Evaluation of all completed Land Corner Recordation Certificate(s). Such work to be completed by October 31, 2019.

 - C. Creating and maintaining a filing system for each corner, which contains all survey information compiled.

 - D. Submitting documentation to the County Grant Administrator as required for the annual Application for Monumentation Grant which includes, but is not limited to the following:
 1. A general work-progress report for all current awarded contracts, by October 1, 2019.

 2. For the current-year projects, a description of the work area completed, and the work remaining to be completed. Such completion report will be completed by November 14, 2019.

 3. The Work Program for the following year. Such Work Program will be completed by November 30, 2019. The Work Program will indicate (a) the area where the Public Land Survey corners and Property-controlling corners are proposed to be monumented and/or remonumented and coordinates set within the next contract year; (b) the area where the Public Land Surveyor corners and Property-controlling corners are to be researched in the next contract year; (c) the area where horizontal and vertical control stations are to be researched and located; and (d) the area where horizontal and vertical coordinates are to be established.

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

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

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

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

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

AGREED to this Twenty-Second day of January, 2019, at Gaylord, Michigan.

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

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

By: _____
Rachel Frisch
Otsego County Administrator

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

Approved as to Form

Approved as to Form

SURVEY & REMONUMENTATION APPLICATION / PROGRESS / COMPLETION REPORT

Michigan Department of Licensing & Regulatory Affairs Bureau of Construction Codes Office of Land Survey & Remonumentation PO Box 30254, Lansing, MI 48909 1 st Floor Ottawa Building 611 West Ottawa Street, Lansing, MI 48933 Phone 517-241-6321 E-Mail: bccolsr@michigan.gov www.Michigan.gov/bcc	Grantee/County: Otsego County <i>-- Section below for OLSR staff use only--</i>
	Grant #: VCUST#: Address Code: GG #: Account Template:

Grant Year: 2019

State Payments		County Program Expenditures	
43,689	State Grant Award		
	Reimbursement for Expedited Expenditures (Oakland Co. only)		
43,689	Total Annual Budget		Approved Budget
17,475.60	Start-Up Payment (40% of State Grant)		
	Progress Payment (Maximum of 45% of remaining State Grant following Start-Up)		
	Balance after Progress Report		Total Progress Report Expenditures
	Final Payment		Total Completion Report Expenditures
	Total Grant Payments		Total County Program Expenditures
	Final Grant Balance		

I certify to the best of my knowledge and belief that this report is correct and complete, and all expenditures are for the purposes set forth in and comply with the annual grant. We request the following payment at this time:

Progress Payment Requested: \$ _____

Final Payment Requested: \$ _____

Maile K Hepp
 County Grant Administrator

11-13-2018
 Date

County must provide: Detailed transaction history of all grant activity, S&W/Fringe Benefits/Overhead, detailed breakdown of all internal county costs, itemized invoices, and narrative for all differences in approved work program or budget.

Payment Authorized: \$ _____ Remaining Grant Balance: \$ _____ _____ Date Michael C. Barger, PS Director, Office of Land Survey & Remonumentation	
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2019 Otsego County Remonumentation

Proposed 38 Corners

Contractor # 1, T31N, R2W – Dover Township – 19 corners

B05

C08, C10, C12

E03, E04, E05, E10, E12

F09

G09, G10

I-9, I10, I12

J09

K09, K10

M12 (common with A12, T31N, R1W Charlton Township)

Contractor # 2, T32N, R2W – Corwith Township – 19 corners

A09, A10, A12 (common with M09, M10, M12, T32N, R3W Corwith Township)

B13, C13, D13, E13 (common with B01, C01, D01, E01, T31N, R2W Dover Township)

B09, B11

C09, C10, C11, C12

D09, D11

E09, E10, E11, E12

Administrator	
Name: Marlene K. Hopp	Phone: (989) 731-7570
Email Address mhopp@otsegocountymi.gov	
Physical Address 225 W. Main Street, room 213	
City, State, Zip Gaylord MI 49735	
Representative	
Name: Ronald C. Brand	Phone: (989) 732-8077
Email Address surveyor@otsegocountymi.gov	
Physical Address 533 Greenfield Drive	
City, State, Zip Gaylord MI 49735	
Address for Payments	
Name: Otsego County Treasurer - Diann Axford	Phone: (989) 731-7560
Physical Address 225 W. Main Street, room 107	
City, State, Zip Gaylord MI 49735	

Is this county on a Maintenance Plan during this contract? Yes No

Remonumentation Services Completed				
Column A No. of Original and Protracted PLSS Corners Completed by Grantee	Column B No. of Original and Protracted PLSS Corners Completed by Others	Column C No. of Original and Protracted PLSS Corners Revisited	Column D No. of corners Revisited NOT requiring an LCRC	Total Corners Column A + Column B + Column C + Column D
Provide a report listing the following items: Column A - any corner that deviates from the list provided in the Application. Column B - who completed the walk-in corners. Column C - the reason a corner was revisited. Column D - list the corners not requiring an LCRC.				

Remonumentation Services Inventory				
	TOTAL No of Corner Codes In County Plan	TOTAL No of Corner Codes Remonumented before this Contract Year	No of Corner Codes Remonumented This Contract Year	REMAINING No of Corner Codes in County Plan to be Remonumented
TOTAL No. of Corner Codes	2,073	998		
TOTAL No of Corner Codes in County Plan - TOTAL No of Corner Codes Remonumented before this Contract Year - No of Corner Codes Remonumented This Contract Year = REMAINING No of Corner Codes in County Plan to be Remonumented				

**Remonumentation Program
County Expenditure Detail**

Work Program Expenditures by Line Item	Approved Budget (Grant Application)	Progress Report Expenditures	Completion Report Expenditures	Total Actual Expenditures	Difference Between Approved Budget & Actual Expenditures
Item A Remonumentation Services	36,089				
Item B Monument Maintenance Services	0				
Item C Remonumentation Supplies & Materials	0				
Item D Geodetic Control Maintenance & Operations	0				
Item E Grant Administrator Fees/Wages	3,600				
Item F County Representative Fees/Wages	2,200				
Item G Additional Administrative Staff Fees/Wages	0				
Item H Peer Group	1,800				
Item I Administrative Supplies & Indirect Costs	0				
Totals	43,689				

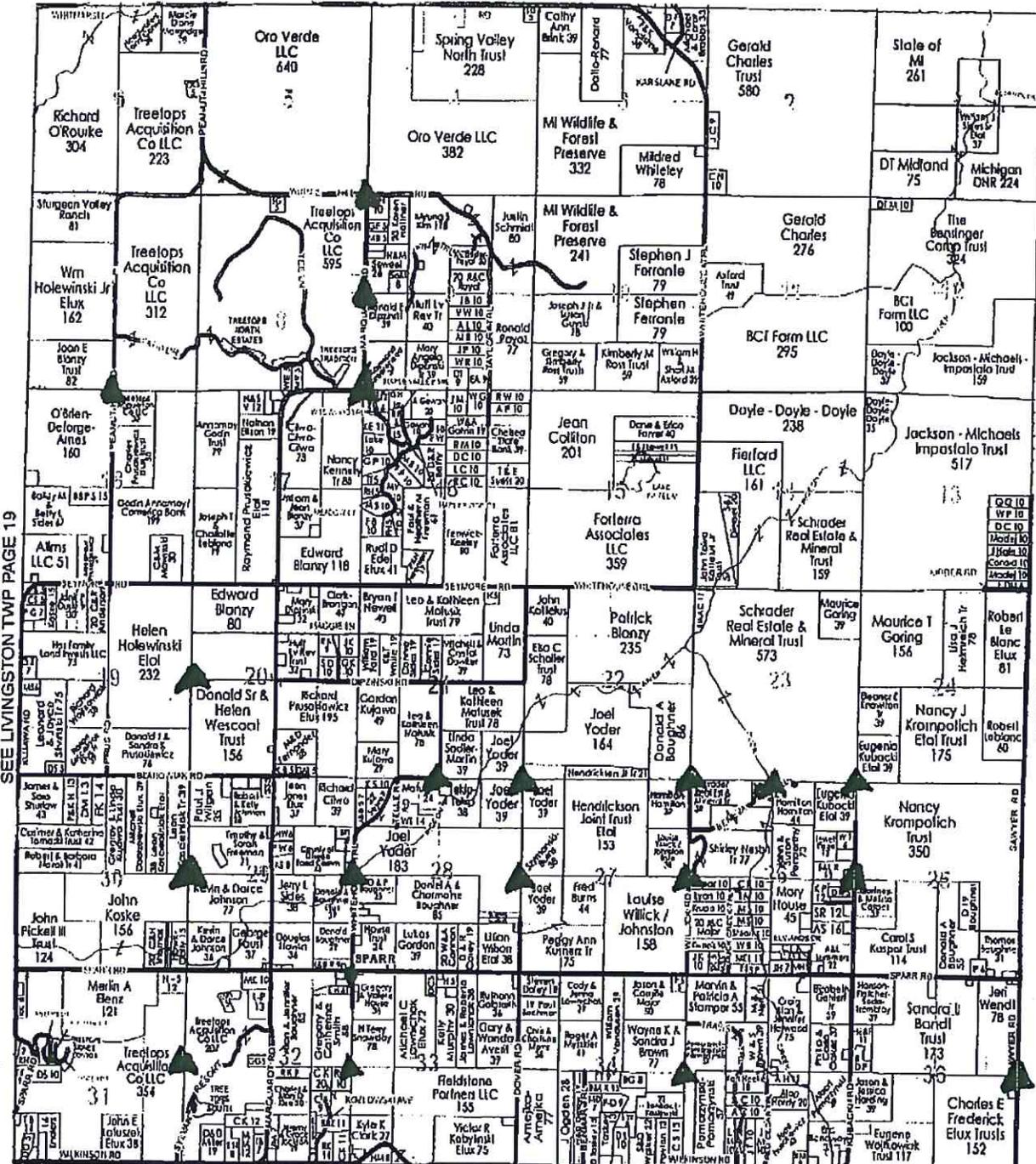
Dover

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Township 31N - Range 2W

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SEE CORWITH (C) TWP PAGE 29



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SEE LIVINGSTON TWP PAGE 19

SEE CHARLTON (N) TWP PAGE 39

SEE BAGLEY TWP PAGE 23

SEE CHESTER (N) TWP PAGE 33

A B C D E F G H I J K L M

OTSEGO COUNTY
Board of Commissioners



EXECUTIVE SUMMARY

AGENDA ITEM: 2019 Wade Trim Remonumentation Agreement	AGENDA DATE: January 22, 2019
AGENDA PLACEMENT: Consent Agenda, Item C.2.	ACTION REQUESTED: Motion to Approve
STAFF CONTACT(S): Rachel Frisch, County Administrator	ATTORNEY REVIEW: No

BACKGROUND/DISCUSSION:

This agreement is to have Wade Trim, Inc. locate section corners in Dover Township and referenced in Item D.1 above for the Statewide Remonumentation Program.

The contract amount is for \$17,474.50.

RECOMMENDATION:

Staff requests that the Agreement be approved as submitted.

**OTSEGO COUNTY 2019 MONUMENTATION/REMONUMENTATION PROGRAM
AGREEMENT FOR SURVEY/REMONUMENTATION SERVICES**

1. Parties. This agreement made this Twenty-Second day of January, 2019, by and between the **County of Otsego**, a Michigan Municipal Corporation, of Gaylord, Michigan 49735, hereafter COUNTY, and **Wade Trim, Inc.**, located at 4241 Old US 27 S., Suite 1, Gaylord, Michigan, hereafter CONTRACTOR.
2. Term. Unless earlier terminated as provided in this Agreement, the term of this Agreement will commence on the date first above written, and continue until December 31, 2019.
3. Definitions.
 - A. County Grant Administrator. Means a person appointed by the Otsego County Board of Commissioners as the individual responsible for completing and submitting the annual Application for a survey and Monumentation Grant to the State of Michigan, and the administering of the approved annual grant.
 - B. County Representative. Means the County Surveyor, whether elected or appointed, pursuant to Section 95 of Chapter 14 of the Revised Statutes of 1846, being Section 54.95 of the Michigan Compiled Laws.
 - C. Peer Group. Means not less than three non-associated surveyors appointed by the County Representative. One member of the Peer Group shall be the County Representative, who shall act as chair.
 - D. County Plan. Means the approved Otsego County Remonumentation Plan.
4. Compensation. The CONTRACTOR shall perform all work for the PROJECT at the applicable rates indicted on the Professional Fee Schedule attached to and made a part hereof, for the total amount not to exceed **Seventeen Thousand Four Hundred Seventy Four and 50/100 (US \$17,474.50)**. The PROJECT shall be defined as the corners completed (corners to be researched, corners to be monumented or remonumented and corners to have coordinates set) without exceeding the maximum amount.
5. Payment of Compensation. The OWNER will pay the CONTRACTOR for the work when: (a) the Peer Review Group reviews and concurs with the CONTRACTORS Corner Research & Remonumentation according to the Monumentation and Remonumentation Plan For Otsego County; (b) furnishes an original Land Corner Recordation Form, or forms if appropriate to the County Representative; (c) furnish one complete set of documents for each corner monumented, remonumented, researched or coordinate set to the County Representative to be placed in the permanent file maintained at the Register of Deeds Office; (d) the County Representative certifies to the appropriate County official or officer that (a), (b) and (c) have been completed and that such completed work is in accordance with the grant; (e) that the

County will pay the amount owed and due within 30 days of receipt of itemized invoice, approved by the County Representative and by the County Grant Administrator. These (a)-(d) requirements will be completed 45 days prior to end of the Grant Agreement, ending 12/31/2019.

Unless otherwise authorized by the County Grant Administrator, the Contractor's work is to be completed **no later than October 14, 2019**. Said statement shall be in accordance with the schedule of fees and charges outlined in this Contract. If the CONTRACTOR fails to meet this deadline, payment may be withheld at the option of the County Grant Administrator. In the event that the CONTRACTOR fails to meet the deadlines specified within this contract by at least fourteen days, there will be a reduction of \$50.00 per day from the Compensation total beginning on day fifteen. The Grant Administrator can extend deadlines at his/her discretion.

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

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

7. Services to be Provided by CONTRACTOR. In consideration of the compensation to be paid by the COUNTY, CONTRACTOR shall perform the following services:

A. CORNERS TO BE RESEARCHED (19 total corners):

T31N R02W Dover Township

Code

B05
C08, C10, C12,
E03, E04, E05, E10, E12,
F09,
G09, G10,
I-9, I10, I12,
J09,
K09, K10,
M12,

Common Corners 1 will be coordinated.

A12, T31N, R1W Charlton Township

B. CORNERS TO BE MONUMENTED (19 total corners):

T31N R02W Dover Township

Code

B05,
C08, C10, C12,
E03, E04, E05, E10, E12,

Common Corners 1 total will be coordinated.

F09,
G09, G10,
I-9, I10, I12,
J09,
K09, K10,
M12,

A12, T31N, R1W Charlton Township

19 corners

1 common

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

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

Geodetic Coordinates- MCL 54.268(2)(a)(iii) and 54.268(2)(d)
Starting with the 2015 grant, latitude and longitude positions must be submitted for each original public land survey corner or protracted public land survey corner at the time it is monumented, remonumented or maintained. Latitude and longitude values must be reported to a minimum accuracy of 0.001 seconds of arc. Coordinate values must be obtained either:

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

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

Latitude: 00M00"00.000"

Longitude: 00M00"00.000"

Estimated Reputability/ Accuracy: 0.25'

Datum and Adjustment Year:

Epoch Date: 00-MMM-YYYY

Date of Observation: DD-MMM-YYYY

Method of Survey: Narrative explanation

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

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

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

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

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

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

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

AGREED to this Twenty-Second day of January, 2019 at Gaylord, Michigan.

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

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

By: _____
Kenneth Borton, Chair
Otsego County Commissioner

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

Approved as to Form

Approved as to Form

By: _____
Rachel Frisch,
Otsego County Administrator

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

OTSEGO COUNTY
Board of Commissioners



EXECUTIVE SUMMARY

AGENDA ITEM: 2019 Brand Land Surveying, LLC Remonumentation Agreement	AGENDA DATE: January 22, 2019
AGENDA PLACEMENT: Consent Agenda, Item C.3.	ACTION REQUESTED: Motion to Approve
STAFF CONTACT(S): Rachel Frisch, County Administrator	ATTORNEY REVIEW: No

BACKGROUND/DISCUSSION:

This agreement is to have Brand Land Surveying, LLC locate section corners in Corwith Township and referenced in Item D.1 above for the Statewide Remonumentation Program.

The contract amount is for \$17, 474.50.

RECOMMENDATION:

Staff requests that the Agreement be approved as submitted.

**OTSEGO COUNTY 2019 MONUMENTATION/REMONUMENTATION PROGRAM
AGREEMENT FOR SURVEY/REMONUMENTATION SERVICES**

1. Parties. This agreement made this Twenty-Second day of January, 2019, by and between the **County of Otsego**, a Michigan Municipal Corporation, of Gaylord, Michigan 49735, hereafter COUNTY, and **Brand Land Surveying LLC** located at 533 Greenfield Drive, Gaylord, Michigan 49735, hereafter CONTRACTOR.
2. Term. Unless earlier terminated as provided in this Agreement, the term of this Agreement will commence on the date first above written, and continue until December 31, 2019.
3. Definitions.
 - A. County Grant Administrator. Means a person appointed by the Otsego County Board of Commissioners as the individual responsible for completing and submitting the annual Application for a survey and Monumentation Grant to the State of Michigan, and the administering of the approved annual grant.
 - B. County Representative. Means the County Surveyor, whether elected or appointed, pursuant to Section 95 of Chapter 14 of the Revised Statutes of 1846, being Section 54.95 of the Michigan Compiled Laws.
 - C. Peer Group. Means not less than three non-associated surveyors appointed by the County Representative. One member of the Peer Group shall be the County Representative, who shall act as chair.
 - D. County Plan. Means the approved Otsego County Remonumentation Plan.
4. Compensation. The CONTRACTOR shall perform all work for the PROJECT at the applicable rates indicted on the Professional Fee Schedule attached to and made a part hereof, for the total amount not to exceed **Seventeen Thousand Four Hundred Seventy Four and 50/100 dollars (US \$17,474.50)**. The PROJECT shall be defined as the corners completed (corners to be researched, corners to be monumented or remonumented and corners to have coordinates set) without exceeding the maximum amount.
5. Payment of Compensation. The OWNER will pay the CONTRACTOR for the work when: (a) the Peer Review Group reviews and concurs with the CONTRACTORS Corner Research & Remonumentation according to the County Plan For Otsego County; (b) furnishes an original Land Corner Recordation Form, or forms if appropriate to the County Representative; (c) furnish one complete set of documents for each corner monumented, remonumented, researched or coordinate set to the County Representative to be placed in the permanent file maintained at the Register of Deeds Office; (d) the County Representative certifies to the appropriate County official or officer that (a), (b) and (c) have been completed and that such completed work is in accordance with the grant; (e) that the County will pay the amount owed and due within 30 days of receipt of itemized invoice, approved by the County Representative and by the County Grant

Administrator. These (a)-(d) requirements will be completed 45 days prior to end of the Grant Agreement, ending 12/31/2019.

Unless otherwise authorized by the County Grant Administrator, the Contractor's work is to be completed **no later than October 14, 2019**. Said statement shall be in accordance with the schedule of fees and charges outlined in this Contract. If the CONTRACTOR fails to meet this deadline, payment may be withheld at the option of the County Grant Administrator. In the event that the CONTRACTOR fails to meet the deadlines specified within this contract by at least fourteen days, there will be a reduction of \$50.00 per day from the Compensation total beginning on day fifteen. The Grant Administrator can extend deadlines at his/her discretion.

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

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

A. CORNERS TO BE RESEARCHED (19 total corners):
T32N, R2W – Corwith Township – 19 corners

<u>Code</u>	<u>Common Corners 7 will be coordinated.</u>
A09, A10, A12,	M09, M10, M12, T32N, R3W Corwith Township
B13, C13, D13, E13,	B01, C01, D01, E01, T31N, R2W Dover Township
B09, B11,	
C09, C10, C11, C12,	
D09, D11,	
E09, E10, E11, E12	

B. CORNERS TO BE MONUMENTED (29 total corners):
T32N, R2W – Corwith Township – 19 corners

<u>Code</u>	<u>Common Corners 7 will be coordinated.</u>
A09, A10, A12,	M09, M10, M12, T32N, R3W Corwith Township
B13, C13, D13, E13,	B01, C01, D01, E01, T31N, R2W Dover Township
B09, B11,	
C09, C10, C11, C12,	
D09, D11,	
E09, E10, E11, E12	

19 corners

7 common corners

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

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

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

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

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

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

Latitude: 00M00"00.000"

Longitude: 00M00"00.000"

Estimated Reputability/ Accuracy: 0.25'

Datum and Adjustment Year:

Epoch Date: 00-MMM-YYYY

Date of Observation: DD-MMM-YYYY

Method of Survey: Narrative explanation

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

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

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

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

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

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

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

A. By mutual written agreement of the parties; or

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

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

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

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

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

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

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

AGREED to this Twenty-Second day of January, 2019, at Gaylord, Michigan.

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

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

By: _____
Kenneth Borton, Chair
Otsego County Commissioner

By: _____
Ronald C. Brand, PS
Owner

Approved as to Form

Approved as to Form

By: _____
Rachel Frisch,
Otsego County Administrator

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

OTSEGO COUNTY
Board of Commissioners



EXECUTIVE SUMMARY

AGENDA ITEM: BOC Meeting Schedule Changes; 5/14/2019 to 5/7/2019	AGENDA DATE: January 22, 2019
AGENDA PLACEMENT: Consent Agenda, Item D.	ACTION REQUESTED: Motion to Approve
STAFF CONTACT(S): Rachel Frisch, County Administrator	ATTORNEY REVIEW: No

BACKGROUND/DISCUSSION:

A conflict with the date of the May 14, 2019 Board Meeting has caused the Board to reschedule that meeting to May 7, 2019.

RECOMMENDATION:

Staff requests approval of the updated Board of Commissioners meeting schedule.



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 CHANGE TO May 7

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)*

OTSEGO COUNTY
Board of Commissioners



EXECUTIVE SUMMARY

AGENDA ITEM: OCR 19-02 Mortgage Discharge (Marple)	AGENDA DATE: January 22, 2019
AGENDA PLACEMENT: Consent Agenda, Item E.	ACTION REQUESTED: Motion to Approve
STAFF CONTACT(S): Rachel Frisch, County Administrator	ATTORNEY REVIEW: No

BACKGROUND/DISCUSSION:

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

RECOMMENDATION:

Staff requests Board adoption of the proposed resolution OCR 19-02.

Minutes of a regular meeting of the Otsego County Board of Commissioners, held in Room 100 at the County Building, 225 W. Main St., Gaylord, Michigan on the 22nd, day of January, 2019 beginning at 9:30a.m.

PRESENT: _____

ABSENT: _____

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

**RESOLUTION NO. OCR 19-02
AUTHORIZING RESOLUTION
OTSEGO COUNTY BOARD OF COMMISSIONERS**

WHEREAS, the Otsego County Board of Commissioners is the owner of a property located at 1912 Sunset Drive, Gaylord, Michigan 49735 and has a mortgage recorded in the office of the Register of Deeds for Otsego County Michigan, in Liber 1222, Pages 79-92 in the name Donald Marple and Patricia Marple, husband and wife, and

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

RESOLVED, that Otsego County hereby issues a DISCHARGE OF MORTGAGE to Donald Marple and Patricia Marple, husband and wife, and be it further

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

A ROLL CALL VOTE WAS TAKEN AS FOLLOWS:

YES: _____

NO: _____

ABSTAIN: _____

THE RESOLUTION WAS DECLARED ADOPTED.

Kenneth 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 22nd, day of January, 2019, 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 of such meeting were kept and will be or have been made available as required thereby.

Susan I. DeFeyter, County Clerk

DATED: _____, 2019

MORTGAGE DISCHARGE
(By Entity)

KNOW ALL MEN BY THESE PRESENTS, that (1) The County of Otsego, a (2) Municipal Corporation, whose address is (3) 225 West Main Street, Gaylord, Michigan 49735, does hereby certify that a certain Mortgage dated January 18th, 2010, Made and executed by Donald Marple and Patricia Marple, husband and wife, as Mortgagor to the County of Otsego, a Municipal Corporation, as Mortgagee, and recorded on January 25th, 2010, in the office of the Register of Deeds for Otsego County Michigan in Liber, 1222 Pages 79-92, is fully paid, forgiven, satisfied and discharged.

In Witness whereof, the undersigned has executed this instrument as of the _____ day of _____, 2019.

WITNESSES:

* Cynthia Marie Polena

(1) the County of Otsego

By _____
* Rachel Frisch
It's County Administrator, Otsego County Board of Commissioners.
(5)

STATE OF MICHIGAN)
 §
COUNTY OF OTSEGO)

The foregoing instrument was acknowledged before me this _____ day of _____, 2019,

By (4), Rachel Frisch the (5) County Administrator of (1) the County of Otsego, on

Behalf of the (6) Board of Commissioners.

(7) Prepared by: Cynthia M Polena, Clerk
Otsego County Housing Committee
225 West Main Street
Gaylord, Michigan 49735

*Cynthia Marie Polena Notary Public
Otsego County, State of Michigan
My Commission Expires: December 17, 2019

Please send original recorded document(s) to:

Donald & Patricia Marple
1912 Sunset Drive
Gaylord, Michigan 49735

(1) Name of entity discharging mortgage. (2) Status of entity discharging mortgage (e.g., Michigan Corporation, etc.) (3) Address of entity discharging mortgage. (4) Name of person executing instrument. (5) Title of person executing instrument. (6) Type of entity discharging mortgage (corporation, etc.) (7) Name and business address of person who drafted instrument...
* Names of Witnesses, Notary Public, and persons executing this instrument must be legibly printed, typewritten or stamped immediately beneath the signature of such person.

OTSEGO COUNTY
Board of Commissioners



EXECUTIVE SUMMARY

AGENDA ITEM: OCR 19-03 Mortgage Discharge (Compeau)	AGENDA DATE: January 22, 2019
AGENDA PLACEMENT: Consent Agenda, Item F.	ACTION REQUESTED: Motion to Approve
STAFF CONTACT(S): Rachel Frisch, County Administrator	ATTORNEY REVIEW: No

BACKGROUND/DISCUSSION:

This resolution is for the discharge of mortgage for Patrick J & Suzanne L Compeau, f/k/a Suzanne L VandenHoek. As a matter of process, the County issues resolutions to discharge mortgages once payment in full is received from the Mortgagor.

RECOMMENDATION:

Staff requests Board adoption of the proposed resolution OCR 19-03.

The undersigned, being the duly qualified and acting Clerk of the County of Otsego, hereby certifies that the foregoing is a true and complete copy of a resolution duly adopted by the Otsego County Board of Commissioners at its regular meeting held on the 22nd, day of January, 2019, 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 of such meeting were kept and will be or have been made available as required thereby.

Susan I. DeFeyter, County Clerk

DATED: _____, 2019

MORTGAGE DISCHARGE
(By Entity)

KNOW ALL MEN BY THESE PRESENTS, that (1) The County of Otsego, a (2) Municipal Corporation, whose address is (3) 225 West Main Street, Gaylord, Michigan 49735, does hereby certify that a certain Mortgage dated June 3rd, 2013, Made and executed by Patrick J. Compeau and Suzanne L. Compeau, f/k/a Suzanne L. VandenHoek, husband and wife, as Mortgagor to the County of Otsego, a Municipal Corporation, as Mortgagee, and recorded on June 7th, 2013, in the office of the Register of Deeds for Otsego County Michigan in Liber, 1323 Pages 52-65, is fully paid, forgiven, satisfied and discharged.

In Witness whereof, the undersigned has executed this instrument as of the _____ day of _____, 2019.

WITNESSES:

* Cynthia Marie Polena

(1) the County of Otsego

By _____
* Rachel Frisch
It's County Administrator, Otsego County Board of Commissioners.
(5)

STATE OF MICHIGAN)
§
COUNTY OF OTSEGO)

The foregoing instrument was acknowledged before me this _____ day of _____, 2019,

By (4), Rachel Frisch the (5) County Administrator of (1) the County of Otsego, on

Behalf of the (6) Board of Commissioners.

(7) Prepared by: Cynthia M Polena, Clerk
Otsego County Housing Committee
225 West Main Street
Gaylord, Michigan 49735

*Cynthia Marie Polena Notary Public
Otsego County, State of Michigan
My Commission Expires: December 17, 2019

Please send original recorded document(s) to:

Suzanne L. Compeau
1425 South Mapleleaf Drive
Gaylord, Michigan 49735

(1) Name of entity discharging mortgage. (2) Status of entity discharging mortgage (e.g., Michigan Corporation, etc.) (3) Address of entity discharging mortgage. (4) Name of person executing instrument. (5) Title of person executing instrument. (6) Type of entity discharging mortgage (corporation, etc.) (7) Name and business address of person who drafted instrument...
* Names of Witnesses, Notary Public, and persons executing this instrument must be legibly printed, typewritten or stamped immediately beneath the signature of such person.

**OTSEGO COUNTY
Board of Commissioners**



EXECUTIVE SUMMARY

AGENDA ITEM: Library Board Appointment (Baril)	AGENDA DATE: January 22, 2019
AGENDA PLACEMENT: Consent Agenda, Item G.	ACTION REQUESTED: Motion to Approve
STAFF CONTACT(S): Rachel Frisch, County Administrator	ATTORNEY REVIEW: No

BACKGROUND/DISCUSSION:

Martha Baril has expressed her interest in serving on the Library Board. The Library Board recommends this appointment.

RECOMMENDATION:

Staff requests approval of the appointment of Martha Baril to the Library Board to a term expiring on December 31, 2024.



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 Library Board

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

Please print or type:

Name: Martha Baril

Address: 231 N. Maple Ave. Zip Code 49735

Telephone: 269-986-5078 Other: _____

Email address: dudusmar@hotmail.com

Date available for appointment as soon as needed

County Commission District _____

Are you a registered voter in Otsego County? Yes No

If yes, which township, city or village? City of Gaylord

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.

Gaylord Blue Devil Wellness Center Advisory Committee, member
Girl Scouts of America, Troop Leader

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.

Counselor, Gaylord Middle School, 2008-present
High School Science Teacher, Battle Creek Central High School, 2001-2008
Bachelor of Science in Chemistry Education
Master of Arts in Counseling

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.

I've been involved in education all of my life both through my own education and my professional career. I know the impact that reading and literacy have on not only education but people's lives. Having access to reading materials, media and technology is essential. I'm so glad that I live in a community that values these things. My daughter and I frequent the library often. We both check out books to read for both pleasure and learning and she likes being able to use programs like ABC Mouse that the library makes available for free.

I would very much like to be a part of the board for the Otsego County Library and contribute any way that I can.

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

Martha Baird

Signature

1/11/19

Date

Mail or return your completed application to:

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

You may email your completed application to:

appt_boc@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: Land Use Inspector Position and Budget Amendment	AGENDA DATE: January 22, 2019
AGENDA PLACEMENT: Committee Reports A. Budget & Finance Committee Recommendations, Item 1.	ACTION REQUESTED: Motion to Approve
STAFF CONTACT(S): Rachel Frisch, County Administrator	ATTORNEY REVIEW: No

BACKGROUND/DISCUSSION:

An analysis was done to assess the needs of the Land Use Building Department staffing. The analysis showed that it would be advisable from a cost and customer service perspective; to create a 30-hour per week mechanical plumbing inspector position.

RECOMMENDATION:

Staff requests approval of a part-time 30-hour per week mechanical/plumbing inspector position.



OTSEGO COUNTY BUDGET AMENDMENT

FUND/DEPARTMENT: Building Inspection (249)

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 inspector position 2019

REVENUE

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

EXPENDITURE

Account Number	Increase	Decrease
249-371-703.030 Regular - Hourly	\$ 31,232	\$
249-371-704.200 Social Security Contributions	\$ 2,390	\$
249-371-704.500 Unemployment Compensation	\$ 468	\$
249-371-704.600 Workers Compensation	\$ 122	\$
249-371-704.110 Hospitalization	\$ 14,581	\$
Cont. on page 2	\$	\$
Total	\$	\$

James Nowell Department Head Signature 01/18/2019 Date

Rachel Frisch Administrator's Signature 1/18/19 Date

Finance Department	
Entered:	
By:	

1/22/19 Board Approval Date (if necessary) Budget Adjustment # Posting Number



**OTSEGO COUNTY
BUDGET AMENDMENT**

pg-2

FUND/DEPARTMENT: Building Inspection (249)

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 inspector position 2019

REVENUE

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

EXPENDITURE

Account Number	Increase	Decrease
249-371-704.300 Retirement Contributions	\$ 313	\$
249-371-704.140 Life & Disability	\$ 793	\$
249-371-801.027 Professional-Mech Inspections	\$	\$ 25,080
249-371-801.028 Professional-Plumbing Inspections	\$	\$ 17,880
249-050-400.001 Budgeted Use of Fund Balance	\$	\$ 6,939
	\$	\$
Total	\$	\$

James Mouch 1/18/2019
 Department Head Signature Date

Finance Department
Entered:
By:

 Administrator's Signature Date

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

Break even analysis for Building Inspector position

The purpose of this presentation is to provide an estimate of the amount of building inspections needed to break even for a full time or part time building inspector position. The position will be exclusively for mechanical and plumbing inspections. This presentation will provide number of inspections and associated costs for the previous five years to identify any potential trends in inspections. This presentation includes an estimated five year projected cost for a building inspector position and a calculation of how many inspections would be necessary to reach break even for each of the subsequent five year projections.

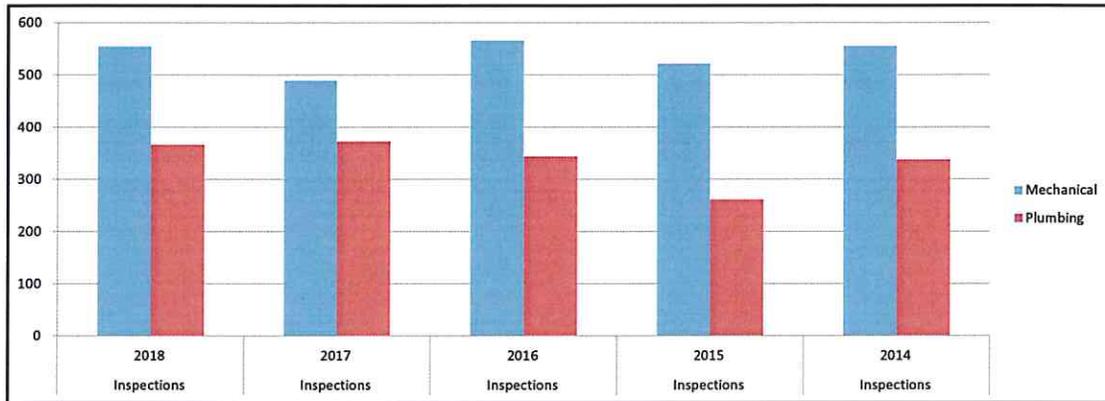
Break even analysis for Building Inspector position

The below information was provided by Jim Mouch, Land Use Director

Inspections by Year

Note: Inspection Fees were calculated at \$50 per inspection and this fee was included in the Permit(s) by Year Total(s).

	Inspections	Fees								
	2018	\$50	2017	\$50	2016	\$50	2015	\$50	2014	\$50
Mechanical	555	27,750	490	24,500	566	28,300	522	26,100	556	27,800
Plumbing	367	18,350	373	18,650	344	17,200	262	13,100	338	16,900
Total	922	46,100	863	43,150	910	45,500	784	39,200	894	44,700



Break even analysis for Building Inspector position

30 HOUR WORK WEEK

The below estimates are liberal as to not under-estimate the cost of adding an additional position to Otsego County.

Estimated employer expense	Year 1	Year 2	Year 3	Year 4	Year 5
Wage	\$31,231.20 A	\$33,626.97 C	\$35,225.97 C	\$36,824.97 C	\$38,439.96 C
FICA	2,389.19	2,572.46	2,694.79	2,817.11	2,940.66
SUI	468.47	504.40	528.39	552.37	576.60
WCOMP	121.80 E	137.87 E	151.47 E	165.71 E	180.67 E
Health Insurance	14,580.60 B	16,038.66 D	17,642.53 D	19,406.78 D	21,347.46 D
MERS DC	312.31	336.27 H	352.26 H	368.25 H	384.40 H
Life	-	-	-	-	-
LTD	-	-	-	-	-
STD	793.00	808.86 F	808.86 F	808.86 F	808.86 F
Total Anticipated Cost for Building Inspector employee	<u>\$49,896.57</u>	<u>\$54,025.50</u>	<u>\$57,404.26</u>	<u>\$60,944.06</u>	<u>\$64,678.60</u>
Cost per inspection	50.00	50.00	50.00	50.00	50.00
Divide employer cost by \$50, to determine B/E	<u>997.93</u>	<u>1080.51</u>	<u>1148.09</u>	<u>1218.88</u>	<u>1293.57</u>
Average # of inspections, previous five years	874.6	874.6	874.6	874.6	874.6
Difference between required B/E amount and average	-123.33	-205.91	-273.49	-344.28	-418.97
Estimated B/E amount met?	No	No	No	No	No

TICKMARKS

A - This amount was pulled from the 2018 wage scale for a Building Inspector (pay grade 10) and is based on a 30 hour work week. This amount has been compared to Michigan Building Inspector salary information from salary.com, indeed.com & ziprecruiter.com - range of salaries were \$39,097 - \$76,763, the above amount is comparable to starting wages for a Building Inspector position, however this amount is subject to change based on further evaluation of the Building Inspection position specifics.

B - This is the current health insurance employer cost for a family annually.

C - Wage increase years 2-5 include an estimated 2.5% COLA increase.

D - A 10% increase was considered for years 2-5

E - Worker's comp is approximately .039% of wages. Years 2-5 include a .02% increase.

H - MERS defined contribution is approximately 1% of pay. No adjustments have been made, as any increase is not anticipated to be significant enough to approximate.

**OTSEGO COUNTY
Board of Commissioners**



EXECUTIVE SUMMARY

AGENDA ITEM: 2018 Budget Amendments	AGENDA DATE: January 22, 2019
AGENDA PLACEMENT: Committee Reports A. Budget & Finance Committee Recommendations, Item 2.	ACTION REQUESTED: Motion to Approve
STAFF CONTACT(S): Mel Maier, Finance Director	ATTORNEY REVIEW: No

BACKGROUND/DISCUSSION:

On review found that two budget amendments were necessary to reclass payroll expenses in jail and payroll expenses within Probate Court. These were discussed and reviewed during Budget and Finance committee meeting Wednesday, January 16, 2019.

RECOMMENDATION:

Staff requests approval of the 2018 Budget Amendments.

JOURNAL ENTRY
JE: 28742

Post Date: 12/31/2018
Entry Date: 01/02/2019
Description: TRANSFER PER TRACEY

Entered By: dlandrie
Journal: BA

GL #	Description	DR	CR
101-148-704.110	HOSPITALIZATION	570.00	
101-148-703.010	REG EMP - DEPT DIR/COMM		570.00
Journal Total:		570.00	570.00

APPROVED BY: _____

JOURNAL ENTRY

JE: 28784

Post Date: 12/31/2018

Entered By: mmaier

Entry Date: 01/08/2019

Journal: BA

Description: RECLASS JAIL BUDGET LINE ITEMS

GL #	Description	DR	CR
101-351-920.520	RENTAL - EQUIP/VEHICLES		141.00
101-351-930.300	ADVERTISING		400.00
101-351-940.010	OUTSIDE CONTRACTED SERVICES		7,900.00
101-351-726.025	SUPPLIES - JANITORIAL		321.00
101-351-920.410	SERVICE CONTRACTS		159.00
101-351-703.030	REGULAR - HOURLY	8,921.00	
	Journal Total:	8,921.00	8,921.00

APPROVED BY: _____

JOURNAL ENTRY
JE: 28785

Post Date: 12/31/2018
Entry Date: 01/08/2019
Description: RECLASS JAIL BUDGET EXPENSE

Entered By: mmaier
Journal: BA

GL #	Description	DR	CR
101-351-930.700	ROOM AND BOARD		7,900.00
101-351-940.010	OUTSIDE CONTRACTED SERVICES	7,900.00	
	Journal Total:	7,900.00	7,900.00

APPROVED BY: _____

**OTSEGO COUNTY
Board of Commissioners**



EXECUTIVE SUMMARY

AGENDA ITEM: USDA Ambulance Grant-Public Hearing	AGENDA DATE: January 22, 2019
AGENDA PLACEMENT: Committee Reports A. Budget & Finance Committee Recommendations, Item 3.	ACTION REQUESTED: Motion to Approve
STAFF CONTACT(S): Mel Maier, Finance Director	ATTORNEY REVIEW: No

BACKGROUND/DISCUSSION:

The County is applying for a grant for \$50,000 from the United States Department of Agriculture towards the purchase of an ambulance for the County's Emergency Medical Services. Part of the pre-application process is to have the Board hold a public hearing and approve the pre-application along with acknowledging that the local share of the cost, \$145,000 in this case, is available should they be awarded the grant. The Budget & Finance Committee recommended approval at their January 16, 2019 regular meeting.

RECOMMENDATION:

Staff requests approval of the pre-application to the USDA for a request for \$50,000 in grant funding.

**COUNTY OF OTSEGO
PUBLIC HEARING
USDA Grant Application – Light Rescue
January 22, 2019
9:30 a.m.**

USDA GRANT PUBLIC HEARING

The County of Otsego will be holding a public hearing at its regular Board of Commissioners meeting on at the Otsego County Building, 225 W. Main Street, Room 100, Gaylord, MI 49735, to update the public and solicit comment on its application to the United States Department of Agriculture for a grant to purchase light rescue truck for its Otsego County Emergency Medical Services.

**APPLICATION FOR
FEDERAL ASSISTANCE**

Version 7/03

1. TYPE OF SUBMISSION: Application		2. DATE SUBMITTED	Applicant Identifier
<input type="checkbox"/> Construction	Pre-application	3. DATE RECEIVED BY STATE	State Application Identifier
<input checked="" type="checkbox"/> Non-Construction	<input type="checkbox"/> Construction	4. DATE RECEIVED BY FEDERAL AGENCY	Federal Identifier
<input type="checkbox"/> Non-Construction			
5. APPLICANT INFORMATION			
Legal Name: OTSEGO COUNTY		Organizational Unit: Department:	
Organizational DUNS: 080368624		Division:	
Address: Street: 225 WEST MAIN STREET STE 203		Name and telephone number of person to be contacted on matters involving this application (give area code)	
City: GAYLORD		Prefix:	First Name: DENISE
County: OTSEGO		Middle Name ANN	
State: MI	Zip Code 49735	Last Name LANDRIE	
Country: USA		Suffix:	
6. EMPLOYER IDENTIFICATION NUMBER (EIN): <input type="text" value="3"/> <input type="text" value="8"/> - <input type="text" value="0"/> <input type="text" value="0"/> <input type="text" value="4"/> <input type="text" value="8"/> <input type="text" value="8"/> <input type="text" value="2"/>		Email: DLANDRIE@OTSEGOCOUNTYMI.GOV	
8. TYPE OF APPLICATION: <input checked="" type="checkbox"/> New <input type="checkbox"/> Continuation <input type="checkbox"/> Revision If Revision, enter appropriate letter(s) in box(es) (See back of form for description of letters.)		7. TYPE OF APPLICANT: (See back of form for Application Types) B-COUNTY Other (specify)	
10. CATALOG OF FEDERAL DOMESTIC ASSISTANCE NUMBER: <input type="text" value="1"/> <input type="text" value="0"/> - <input type="text" value="7"/> <input type="text" value="6"/> <input type="text" value="6"/>		9. NAME OF FEDERAL AGENCY: USDA RURAL DEVELOPMENT	
12. AREAS AFFECTED BY PROJECT (Cities, Counties, States, etc.): OTSEGO AND SURROUNDING COUNTIES		11. DESCRIPTIVE TITLE OF APPLICANT'S PROJECT: PURCHASE A NEW RESCUE TRUCK FOR OTSEGO COUNTY. OUR RUN VOLUME HAS INCREASED. DEMAND FOR SERVICES REQUIRES MORE TOOLS ON THE TRUCK TO HANDLE THE RESCUE JOB THAT WE ARE CALLED OUT TO HANDLE. WE ALSO NEED A CREW CAB TO CARRY 4 STAFF MEMBERS.	
13. PROPOSED PROJECT Start Date: 11.13.2018 Ending Date: 2.1.2019		14. CONGRESSIONAL DISTRICTS OF: a. Applicant b. Project	
15. ESTIMATED FUNDING:		16. IS APPLICATION SUBJECT TO REVIEW BY STATE EXECUTIVE ORDER 12372 PROCESS?	
a. Federal	\$ 50,000 ⁰⁰	a. Yes. <input type="checkbox"/> THIS PREAPPLICATION/APPLICATION WAS MADE AVAILABLE TO THE STATE EXECUTIVE ORDER 12372 PROCESS FOR REVIEW ON DATE:	
b. Applicant	\$ 145,000 ⁰⁰	b. No. <input type="checkbox"/> PROGRAM IS NOT COVERED BY E. O. 12372	
c. State	\$ - ⁰⁰	<input checked="" type="checkbox"/> OR PROGRAM HAS NOT BEEN SELECTED BY STATE FOR REVIEW	
d. Local	\$ - ⁰⁰	17. IS THE APPLICANT DELINQUENT ON ANY FEDERAL DEBT?	
e. Other	\$ - ⁰⁰	<input type="checkbox"/> Yes If "Yes" attach an explanation. <input checked="" type="checkbox"/> No	
f. Program Income	\$ - ⁰⁰		
g. TOTAL	\$ 195,000 ⁰⁰		
18. TO THE BEST OF MY KNOWLEDGE AND BELIEF, ALL DATA IN THIS APPLICATION/PREAPPLICATION ARE TRUE AND CORRECT. THE DOCUMENT HAS BEEN DULY AUTHORIZED BY THE GOVERNING BODY OF THE APPLICANT AND THE APPLICANT WILL COMPLY WITH THE ATTACHED ASSURANCES IF THE ASSISTANCE IS AWARDED.			
a. Authorized Representative			
Prefix	First Name DENISE	Middle Name ANN	
Last Name LANDRIE	Suffix		
b. Title ACCOUNTING CLERK	c. Telephone Number (give area code) 989.731.7526		
d. Signature of Authorized Representative <i>Denise Ann Landrie</i>	e. Date Signed 11.13.2018		

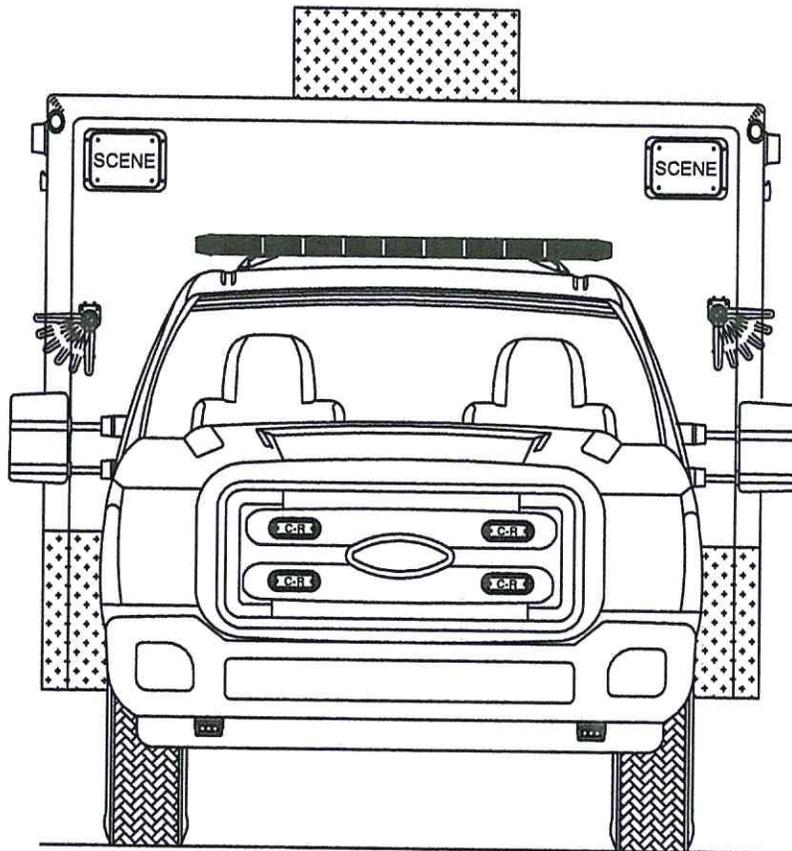
BUDGET INFORMATION - Non-Construction Programs

OMB Approval No. 0348-0044

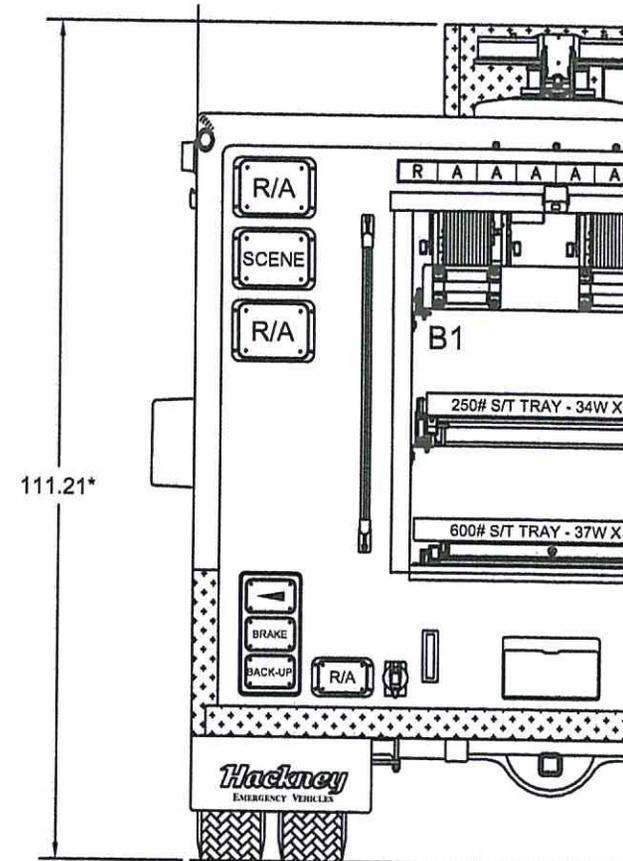
SECTION A - BUDGET SUMMARY						
Grant Program Function or Activity (a)	Catalog of Federal Domestic Assistance Number (b)	Estimated Unobligated Funds		New or Revised Budget		
		Federal (c)	Non-Federal (d)	Federal (e)	Non-Federal (f)	Total (g)
1.	10.766	\$	\$	\$	\$ 145,000.00	\$ 145,000.00
2.						0.00
3.						0.00
4.						0.00
5. Totals		\$ 0.00	\$ 0.00	\$ 0.00	\$ 145,000.00	\$ 145,000.00
SECTION B - BUDGET CATEGORIES						
6. Object Class Categories	GRANT PROGRAM, FUNCTION OR ACTIVITY				Total (5)	
	(1)	(2)	(3)	(4)		
a. Personnel	\$	\$	\$	\$	\$ 0.00	
b. Fringe Benefits					0.00	
c. Travel					0.00	
d. Equipment			50,000.00	145,000.00	195,000.00	
e. Supplies					0.00	
f. Contractual					0.00	
g. Construction					0.00	
h. Other					0.00	
i. Total Direct Charges (sum of 6a-6h)	0.00	0.00	50,000.00	145,000.00	195,000.00	
j. Indirect Charges					0.00	
k. TOTALS (sum of 6i and 6j)	\$ 0.00	\$ 0.00	\$ 50,000.00	\$ 145,000.00	\$ 195,000.00	
7. Program Income	\$	\$	\$	\$	\$ 0.00	

SECTION C - NON-FEDERAL RESOURCES					
(a) Grant Program	(b) Applicant	(c) State	(d) Other Sources	(e) TOTALS	
8.	\$	\$	\$	\$ 0.00	
9.				0.00	
10.				0.00	
11.				0.00	
12. TOTAL (sum of lines 8- 11)	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	
SECTION D - FORECASTED CASH NEEDS					
13. Federal	Total for 1st Year	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter
	\$ 50,000.00	\$ 50,000.00	\$	\$	\$
14. Non-Federal	145,000.00	145,000.00			
15. TOTAL (sum of lines 13 and 14)	\$ 195,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
SECTION E - BUDGET ESTIMATES OF FEDERAL FUNDS NEEDED FOR BALANCE OF THE PROJECT					
(a) Grant Program	FUTURE FUNDING PERIODS (Years)				
	(b) First	(c) Second	(d) Third	(e) Fourth	
16.	\$	\$	\$	\$	
17.					
18.					
19.					
20. TOTAL (sum of lines 16-19)	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	
SECTION F - OTHER BUDGET INFORMATION					
21. Direct Charges:		22. Indirect Charges:			
23. Remarks:					

*** ORIGINAL ***



FRONT VIEW



REAR VIEW

REAR BODY COMPARTMENT

COMPARTMENT DIMENSIONS:
B1 - 38" WIDE X 43" HIGH X 32" DEEP

COMPARTMENT OPENING DIMENSIONS:
B1 - 38" WIDE X 44" HIGH

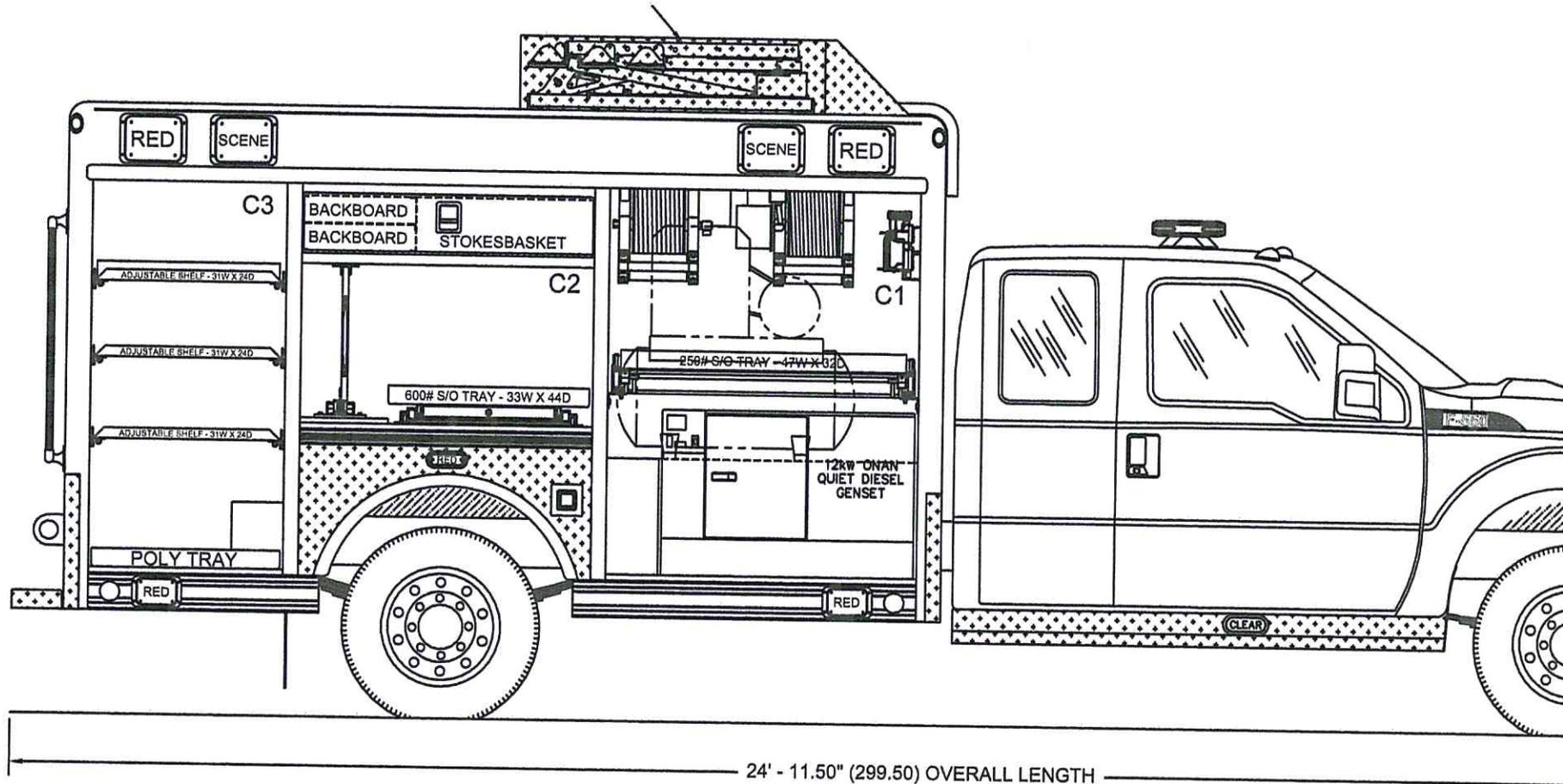
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NOTE: ESTIMATED DIMENSIONS. MEASUREMENTS DEPEND ON CHASSIS, TIRES, SPRINGS, AND LOADING.



DRAWN BY AND	DATE 08-19-13	CUSTOMER
SHEET 3 OF 3		
MODEL: 20-11-1132		

*** ORIGINAL ***

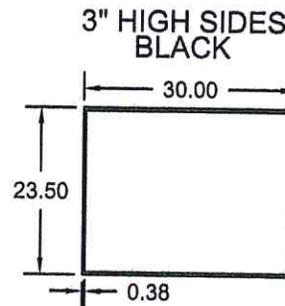
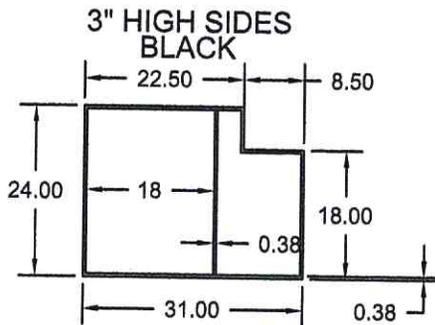


CURBSIDE (RIGHT)

CURBSIDE (RIGHT) COMPARTMENTS

COMPARTMENT DIMENSIONS:
 C1 - 51" WIDE X 63/44" HIGH X 25/90" DEEP
 C2 - 48" WIDE X 39" HIGH X 90" DEEP
 C3 - 32" WIDE X 63" HIGH X 25" DEEP

COMPARTMENT OPENING DIMENSIONS:
 C1 - 51" WIDE X 64" HIGH
 C2 - 48" WIDE X 40" HIGH
 C3 - 32" WIDE X 64" HIGH



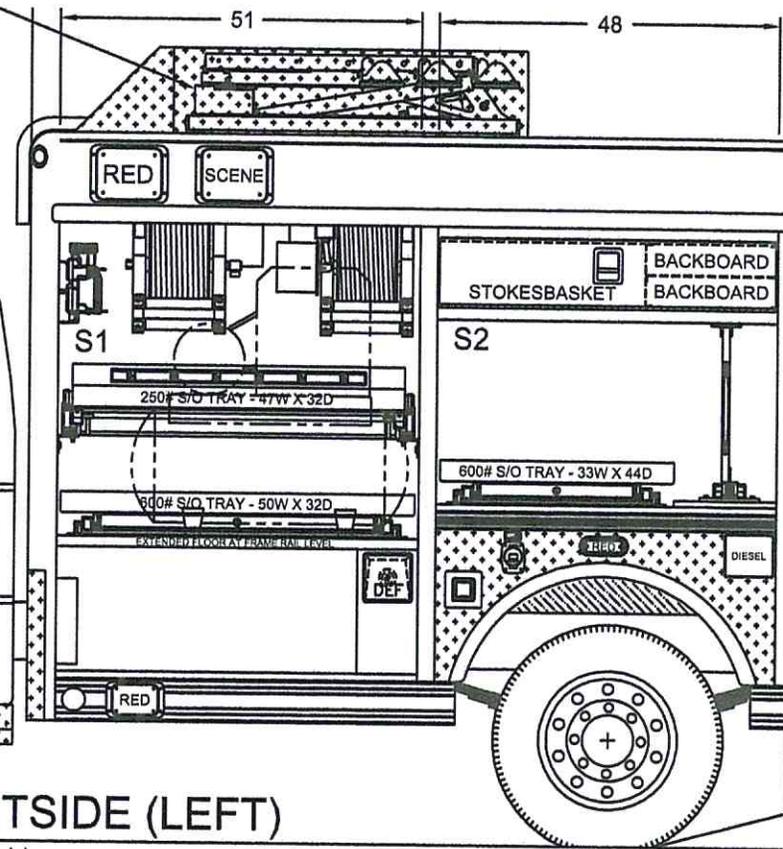
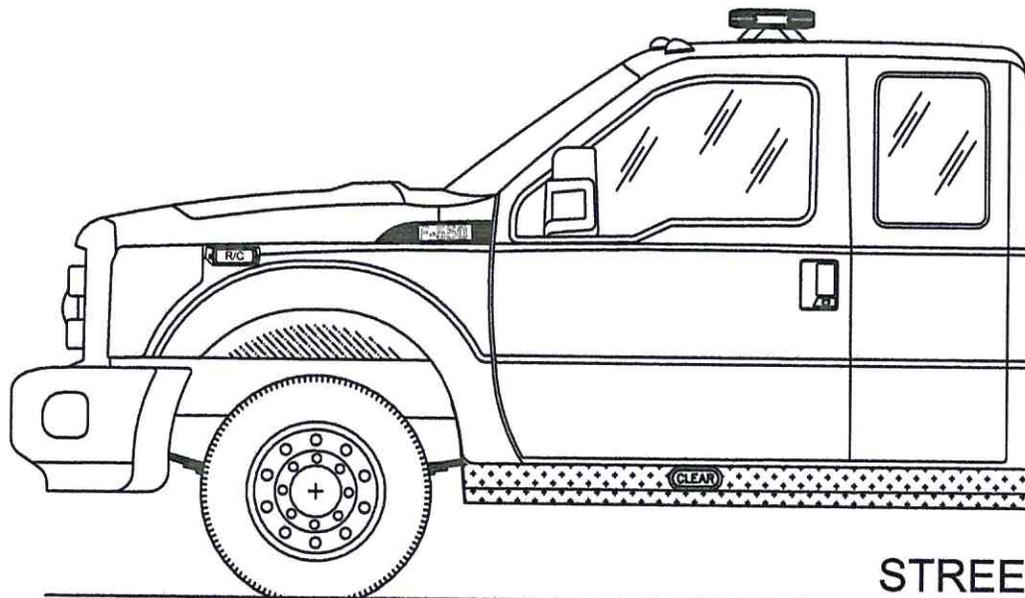
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NOTE: ESTIMATED DIMENSIONS AND MEASUREMENTS DEPEND ON CHASSIS, TIRES, SPRINGS, AND LOADING.

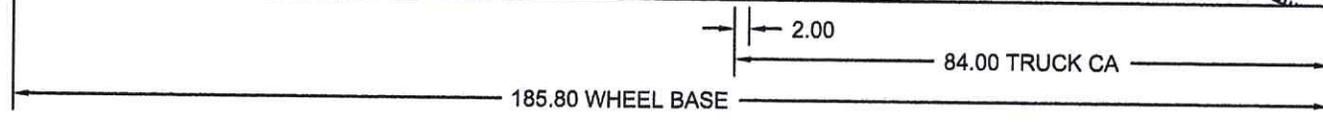


DRAWN BY AND	DATE 08-19-13	CUSTOMER
SHEET 1 OF 3		
MODEL: 20-11-1132		

ORIGINAL



STREETSIDE (LEFT)



STREETSIDE (LEFT) COMPARTMENTS

COMPARTMENT DIMENSIONS:

- S1 - 51" WIDE X 63/44" HIGH X 25/90" DEEP
- S2 - 48" WIDE X 39" HIGH X 90" DEEP
- S3 - 32" WIDE X 63" HIGH X 25" DEEP

COMPARTMENT OPENING DIMENSIONS:

- S1 - 51" WIDE X 64" HIGH
- S2 - 48" WIDE X 40" HIGH
- S3 - 32" WIDE X 64" HIGH

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NOTE: ESTIMATED DIMENSIONS AND MEASUREMENTS DEPEND ON CHASSIS, TIRES, SPRINGS, AND LOADING.



DRAWN BY AND	DATE 08-19-13	CUSTOMER
SHEET 1 OF 3		
MODEL: 20-11-1132		

**OTSEGO COUNTY
Board of Commissioners**



EXECUTIVE SUMMARY

AGENDA ITEM: Sheriff Patrol Vehicles	AGENDA DATE: January 22, 2019
AGENDA PLACEMENT: Committee Reports A. Budget & Finance Committee Recommendations, Item 4.	ACTION REQUESTED: Motion to Approve
STAFF CONTACT(S): Mel Maier, Finance Director	ATTORNEY REVIEW: No

BACKGROUND/DISCUSSION:

The Sheriff Department received on bid from Berger Chevrolet for two 2019 Tahoes totaling \$72,734.00.

RECOMMENDATION:

Staff requests approval of the bid from Berger Chevrolet for 2 Tahoes for the Sheriff Department.



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

BID NUMBER: 2018-14 Re-bid

DATE/TIME BIDS DUE: Friday, December 28, 2018 at noon

TITLE: Two (2) 2019 Chevrolet Tahoe Police (PPV) CK15706

DATE/TIME OF BID OPENING: Friday, December 28, 2018 at 1:00 pm

ADVERTISED: Yes

BID DEPOSIT REQUIRED: N/A

ADDENDUM/DATES:

BIDS/PROPOSAL RECEIVED

	COMPANY NAME	LOCATION	PRELIMINARY TOTAL BID	PRELIMINARY RANK
1.	Berger Chevrolet	Room #100	\$ 72,734.00	1
2.				
3.				
4.				
5.				
6.				
7.				
8.				
9.				
10.				

BID PER ENCLOSED SPECIFICATIONS

Cost per vehicle \$ \$36,367.00

Number of units 2

Total Bid Amount \$ \$72,734.00

Vehicle Description:

Year 2019

Make Chevrolet

Model Tahoe 4wd
police package

Vendor :

Berger Chevrolet Inc

Address 2525 28th Street S.E.

Grand Rapids, MI 49512

Phone (616) 949-5200

Fax (616) 988-9178

Signature



Printed Signature Robert M. Evans

Date 12/26/2018

Bid Prepared For :

Otsego County

Price includes title fee and delivery.

OTSEGO COUNTY
Board of Commissioners



EXECUTIVE SUMMARY

AGENDA ITEM: Township Fees; Register of Deeds	AGENDA DATE: January 22, 2019
AGENDA PLACEMENT: Committee Reports A. Budget & Finance Committee Recommendations, Item 5.	ACTION REQUESTED: Motion to Approve
STAFF CONTACT(S): Mel Maier, Finance Director	ATTORNEY REVIEW: No

BACKGROUND/DISCUSSION:

The County works closely with the Townships on many matters, including activities in the county Clerk/ROD Department. The County has discussed the fees charged to the Townships with the Township officials. The County proposes to reduce fees by eliminating the existing \$5.00 transaction fee, and to set up the appropriate level of Township access to the ROD database.

RECOMMENDATION:

Staff requests approval of the updated fee schedule.

CLERK/REGISTER OF DEEDS OFFICE

Vital Record Copies	
First Page	12.00
Each Additional Page	5.00

Note: \$4.00 of deed fee deposited to the MI State Survey and Remonumentation Fund
Portion of fees deposited into Register of Deeds' Automation Fund per
MCL 600.2568

On-Line Clerk/ROD Documents	\$5.00 transaction fee
	** The transaction fee is waived for Otsego County Townships
	\$1.00 per page copy fee
(set up group users through ROD Office)	\$50.00 monthly group user fee

Qualified Voter Registration File (Bagley Twp is not available)	
Digital Copy	\$.02 per voter
Hardcopies	\$10.00 per municipality

Clerk & Register of Deeds Record Copies	\$1.00 per page
---	-----------------

Carrying Concealed Weapons Permit (CCW)	\$105.00
---	----------

Marriage Ceremonies, Conducting of	\$25.00
------------------------------------	---------

Register of Deeds Record Searches	\$5.00 per name searched
-----------------------------------	--------------------------

Register of Deed Document Recordings

Recording Fees	
First Page	14.00
Additional Pages	3.00 Each

**OTSEGO COUNTY
Board of Commissioners**



EXECUTIVE SUMMARY

AGENDA ITEM: Airport Purchase of Aguilar Hangar	AGENDA DATE: January 22, 2019
AGENDA PLACEMENT: B. Transportation Committee Recommendations, Item 1.	ACTION REQUESTED: Motion to Approve
STAFF CONTACT(S): Rachel Frisch, County Administrator	ATTORNEY REVIEW: No

BACKGROUND/DISCUSSION:

The airport hangar lot #17 is available for sale. The Gaylord Regional Airport desires to purchase the hangar for potential future rental, at a cost of \$4,000.00

RECOMMENDATION:

Staff requests approval of the sales agreement to purchase aircraft hangar lot #17.

SALES AGREEMENT
between
COUNTY OF OTSEGO
Gaylord Regional Airport

This Sales Agreement made and entered into this ____ day of ____ in the year of ____ by and between County of Otsego, a Michigan municipal corporation (“Otsego”) as the Purchaser and Yma Wolkan, an individual (“Seller”), and by legal letter identified as Personal Representative of Jose Aguilar (her father) property’s estate.

WHEREAS, Otsego is a political subdivision of the State of Michigan and owner of the Gaylord Regional Airport.

WHEREAS, Seller is the owner of an approximately 1,750 sqft Aircraft Hangar Lot #17 located at 1025 Beechcraft Boulevard, Gaylord, MI 49735, at the Gaylord Regional Airport on property owned by Otsego herein referred to as the “Hangar Asset”;

WHEREAS, the Parties intend that Seller shall transfer the Hangar Asset to Otsego; that Otsego shall purchase Asset from Seller for \$4,000.00 and take position of Hangar Asset on 5/1/2019.

NOW, THEREFORE, IT IS AGREED AS FOLLOWS:

1. By this Agreement, Seller shall transfer and convey to Otsego, on the above Effective Date and any contents still remaining in the Hangar shall become the property of Otsego County.
2. The Hangar Asset shall be transferred to Otsego “As Is – Where Is” on the Effective Date with all faults, latent and patent, and Seller makes no warranties, express or implied, as to the Hangar Asset, including but not limited to, warranties of merchantability or fitness for a particular purpose or for their intended use. Seller shall have absolutely no obligation to maintain, repair or replace the Hangar Asset. Further, any and all obligations that Seller may have had under a lease agreement with Otsego for the Hangar Asset is hereby extinguished. Otsego by purchasing the Hangar Asset agrees to indemnify and hold harmless Seller from all claims of liability related to Otsego’s future use of the Hangar Asset from and after the date hereof and waives any claims or fees that it may have against Hangar with respect to all damages, including consequential, incidental or special damages, however caused, based on any theory of liability.
3. Title and risk of loss to the Hangar Asset shall pass to Otsego on the Effective Date.
4. In no event shall Seller be liable for incidental, consequential, special, or indirect damages whether arising out of breach of warranty, breach of contract, negligence, and strict tort liability or otherwise in connection with this Agreement.
5. Otsego shall not bring any action against Seller based on any claim by any person for damages arising from Otsego’s possession or use of the Hangar Asset.

6. Otsego shall indemnify and hold Seller harmless against any loss, claim or damage which results in any way from Otsego's possession or use of the Hangar Asset.
7. Each Party giving or making any notice shall address the Notice to the appropriate person at the receiving Party at the address listed below:

To Donor: Estate of Jose Aguilar
 Yma Wolkan
 29256 Manchester St.
 Westland, MI 48185
 Telephone Number: 734-502-2671

To Donee: Otsego County
 City / County Building
 225 West Main Street
 Gaylord, MI 49735
 Attn: County Administrator
 Business Number: 989-731-7520
 Fax Number: 989-731-7529

8. This Agreement shall be governed by the laws of the State of Michigan (excluding any laws that direct the application of another jurisdiction's law).

Entered into this _____ day of _____, _____ between Yma Wolkan and Otsego County.

Yma Wolkan

By: _____

Print Name: _____

Its: _____

Date: _____

Otsego County
 a Michigan municipal corporation

By: _____

Print Name: _____

Its: _____

Date: _____

**OTSEGO COUNTY
Board of Commissioners**



EXECUTIVE SUMMARY

AGENDA ITEM: Re-BID Award 2018-04 for New Entrance and Parking Lot Project located at Louis M. Groen Nature Preserve	AGENDA DATE: January 22, 2019
AGENDA PLACEMENT: C. Parks and Recreation Commission, Item 1.	ACTION REQUESTED: Motion to Approve
STAFF CONTACT(S): Rachel Frisch, County Administrator	ATTORNEY REVIEW: No

BACKGROUND/DISCUSSION:

Re-BID 2018-04 \$315,818.10 for Louis M Groen Project to build a new entrance and driveway for the Nature Preserve. One bid for \$407,904.70 was received from Earthworks Enterprises, Inc. Certain revisions of the project resulted in a reduced total of \$315,818.10. Full funding of the project will be from the Groen Foundation.

RECOMMENDATION:

Staff requests approval of the Earthworks Enterprises, Inc. revised bid.



ESTIMATE

Louis M. Groen Nature Preserve New Entrance and Parking Lot Project
 Otsego County
 Otsego County, Michigan

Item	Description	Unit	Quant.	Earthworks Gaylord, Michigan		
				Unit Price	Total	
1	Mobilization, Max. 10%	LS	1	\$8,600.00	\$8,600.00	
2	Parking Lot Grading	LS	1	\$24,159.20	\$24,159.20	
3	Pathway Grading	Sta	17.7	\$1,534.50	\$27,160.65	
4	Sidewalk Grading	Sta	3.4	\$0.00	\$0.00	not required, CRC project completing earthwork for sidewalk
5	Driveway Grading	Sta	10.0	\$11,212.00	\$112,120.00	
6	Sidewalk, Conc, 4 inch	Sft	0	\$4.00	\$0.00	
7	Sidewalk, Conc, 6 inch	Sft	740	\$6.00	\$4,440.00	remove 375 sft to combine with CRC project, reimbursement required
8	Concrete Curb and Gutter (MDOT Detail D2)	Lft	0	\$25.00	\$0.00	
9	Aggregate Surface Cse, 6 inch (CIP)	Syd	6,085	\$9.25	\$56,286.25	
10	Aggregate Base , MDOT 22A (6" CIP)	Syd	0	\$6.00	\$0.00	
11	HMA, LVSP (drive approach)	Ton	0	\$100.00	\$0.00	
12	Barrier-Free Signs, Symbols & Markings	LS	1	\$1,400.00	\$1,400.00	
13	Provide & Install 2-1/2" - 3" Caliper Acer Saccharum" Sugar Maple	Ea	20	\$756.00	\$15,120.00	removed 10 trees from project
14	Provide & Install 2-1/2" - 3" Caliper Acer Rubrum" Red Maple	Ea	20	\$756.00	\$15,120.00	removed 20 trees from project
15	Entrance Gate (Provide & Install, Complete)	LS	1	\$30,100.00	\$30,100.00	
16	Cultured Stone Veneer Pillars/Fence (provide & Install, Complete)	LS	1	\$39,665.00	\$39,665.00	
17	Restoration (3" topsoil, Seed & Mulc)	SYD	9,920	\$1.60	\$15,872.00	-600syd being restored by CRC project, no reimbursement required
EX	Negotiated Deduct	LS	1	-\$50,000.00	-\$50,000.00	
			Total Bid		\$300,043.10	

Sidewalk, Conc, 4 inch	Sft	1,280	\$4.00	\$5,120.00	estimated price per sft when combined with CRC project, reimbursement required
Sidewalk, Conc, 6 inch	Sft	375	\$6.00	\$2,250.00	
Concrete Curb and Gutter (MDOT Detail D2)	Lft	105	\$25.00	\$2,625.00	estimated price per ft when combined with CRC project, reimbursement required
Culvert & end sections	LS	1	\$1,000.00	\$1,000.00	estimate at \$1,000, combined with CRC project, reimbursement required
Aggregate Base , MDOT 22A (6" CIP)	Syd	180	\$6.00	\$1,080.00	estimated price per syd when combined with CRC project, reimbursement required
HMA, LVSP (drive approach)	Ton	37	\$100.00	\$3,700.00	estimated price per ton when combined with CRC project, reimbursement required
				\$15,775.00	



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

BID TABULATION

Project #: 180045
Project: Louis M. Groen Nature Preserve New Entrance and Parking Lot Project

Bid Date: November 7, 2018

Project Manager: Kevin Makarewicz, PE

Owner: Otsego County
 225 West Main Street
 Gaylord, MI 49735

Bidding Contractor	Addenda			Bid Bond	Total Estimated Bid
	1	2	3		
Earthworks Enterprises, Inc.	✓	/	/	✓	407,904.70
North Central Excavating, Inc.		/	/		
Payne & Dolan Inc.		/	/		
M&M Excavating		/	/		
Rieth-Riley Inc		/	/		
		/	/		
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		/	/		
		/	/		
		/	/		

BID FORM

PROJECT/CONTRACT IDENTIFICATION:

LOUIS M. GROEN NATURE PRESERVE NEW ENTRANCE
DRIVE AND PARKING LOT PROJECT
OTSEGO COUNTY BID #2018-04
CITY OF GAYLORD
C2AE PROJECT NO. 180045
OCTOBER, 2018

ARTICLE 1 - BID RECIPIENT

1.01 This Bid is submitted to:

Office of County Administrator
City of Otsego
225 West Main Street, Room 203
Gaylord, MI 49735

1.02 The undersigned Bidder proposes and agrees, if this Bid is accepted, to enter into an Agreement with Owner in the form included in the Bidding Documents to perform all Work as specified or indicated in the Bidding Documents for the prices and within the times indicated in this Bid and in accordance with the other terms and conditions of the Bidding Documents.

ARTICLE 2 - BIDDER'S ACKNOWLEDGEMENTS

2.01 Bidder accepts all of the terms and conditions of the Instructions to Bidders, including without limitation those dealing with the disposition of Bid security. This Bid will remain subject to acceptance for 90 days after the Bid opening, or for such longer period of time that Bidder may agree to in writing upon request of Owner.

ARTICLE 3 - BIDDER'S REPRESENTATIONS

3.01 In submitting this Bid, Bidder represents that:

A. Bidder has examined and carefully studied the Bidding Documents, other related data identified in the Bidding Documents, and the following Addenda, receipt of which is hereby acknowledged:

<u>Addendum No.</u>	<u>Addendum Date</u>
<u>Addendum #1</u>	<u>November 5, 2018</u>
_____	_____
_____	_____

B. Bidder has visited the Site and become familiar with and is satisfied as to the general, local, and Site conditions that may affect cost, progress, and performance of the Work.

C. Bidder is familiar with and is satisfied as to all Laws and Regulations that may affect cost, progress, and performance of the Work.

D. Bidder has carefully studied all: (1) reports of explorations and tests of subsurface conditions at or contiguous to the Site and all drawings of physical conditions relating to existing surface or subsurface structures at the Site (except Underground Facilities) that have been identified in SC-4.02 as containing reliable "technical data," and (2) reports and drawings of Hazardous

Environmental Conditions, if any, at the Site that have been identified in SC-4.06 as containing reliable "technical data."

- E. Bidder has considered the information known to Bidder; information commonly known to contractors doing business in the locality of the Site; information and observations obtained from visits to the Site; the Bidding Documents; and the Site-related reports and drawings identified in the Bidding Documents, with respect to the effect of such information, observations, and documents on (1) the cost, progress, and performance of the Work; (2) the means, methods, techniques, sequences, and procedures of construction to be employed by Bidder, including applying the specific means, methods, techniques, sequences, and procedures of construction expressly required by the Bidding Documents; and (3) Bidder's safety precautions and programs.
- F. Based on the information and observations referred to in Paragraph 3.01.E above, Bidder does not consider that further examinations, investigations, explorations, tests, studies, or data are necessary for the determination of this Bid for performance of the Work at the price(s) bid and within the times required, and in accordance with the other terms and conditions of the Bidding Documents.
- G. Bidder is aware of the general nature of work to be performed by Owner and others at the Site that relates to the Work as indicated in the Bidding Documents.
- H. Bidder has given Engineer written notice of all conflicts, errors, ambiguities, or discrepancies that Bidder has discovered in the Bidding Documents, and the written resolution thereof by Engineer is acceptable to Bidder.
- I. The Bidding Documents are generally sufficient to indicate and convey understanding of all terms and conditions for the performance of the Work for which this Bid is submitted.

ARTICLE 4 - BIDDER'S CERTIFICATION

4.01 Bidder certifies that:

- A. This Bid is genuine and not made in the interest of or on behalf of any undisclosed individual or entity and is not submitted in conformity with any collusive agreement or rules of any group, association, organization, or corporation;
- B. Bidder has not directly or indirectly induced or solicited any other Bidder to submit a false or sham Bid;
- C. Bidder has not solicited or induced any individual or entity to refrain from bidding; and
- D. Bidder has not engaged in corrupt, fraudulent, collusive, or coercive practices in competing for the Contract. For the purposes of this Paragraph 4.01.D:
 - 1. "corrupt practice" means the offering, giving, receiving, or soliciting of anything of value likely to influence the action of a public official in the bidding process;
 - 2. "fraudulent practice" means an intentional misrepresentation of facts made (a) to influence the bidding process to the detriment of Owner, (b) to establish bid prices at artificial non-competitive levels, or (c) to deprive Owner of the benefits of free and open competition;

ARTICLE 7 - ATTACHMENTS TO THIS BID

7.01 The following documents are submitted with and made a condition of this Bid:

- A. Required Bid security in the form of 5%;
- B. Attachment A - Project References/Bidder Information;
- C. Attachment B – Subcontractor Information;

ARTICLE 8 - DEFINED TERMS

8.01 The terms used in this Bid with initial capital letters have the meanings stated in the Instructions to Bidders, the General Conditions, and the Supplementary Conditions.

3. "collusive practice" means a scheme or arrangement between two or more Bidders, with or without the knowledge of Owner, a purpose of which is to establish bid prices at artificial, non-competitive levels; and
4. "coercive practice" means harming or threatening to harm, directly or indirectly, persons or their property to influence their participation in the bidding process or affect the execution of the Contract.

ARTICLE 5 - BASIS OF BID

5.01 Bidder will complete the Work in accordance with the Contract Documents for the following price(s):

Item #	ITEM DESCRIPTION	Est Qty	Item Unit	Unit Price	Total Price
1	Mobilization, Max. __10%	1	LS	\$	\$ 8,600.00
2	Parking Lot Grading	1	LS	\$	\$ 24,159.20
3	Pathway Grading	17.7	Sta	\$ 1,534.50	\$ 27,160.65
4	Sidewalk Grading	3.4	Sta	\$ 3,529.42	\$ 12,000.00
5	Driveway Grading	10.0	Sta	\$ 11,212.00	\$ 112,120.00
6	Sidewalk, Conc, 4 inch	1,280	Sft	\$ 4.00	\$ 5,120.00
7	Sidewalk, Conc, 6 inch	1,115	Sft	\$ 6.00	\$ 6,690.00
8	Concrete Curb and Gutter (MDOT Detail D2)	105	Lft	\$ 25.00	\$ 2,625.00
9	Aggregate Surface Cse, 6 inch (CIP)	6,085	Syd	\$ 9.25	\$ 56,286.25
10	Aggregate Base , MDOT 22A (6" CIP)	180	Syd	\$ 6.67	\$ 1,200.60
11	HMA, LVSP	37	Ton	\$ 298.00	\$ 11,026.00
12	Barrier-Free Signs, Symbols & Markings Provide & Install 2-1/2" - 3" Caliper Acer Saccharum"	1	LS	\$	\$ 1,400.00
13	Sugar Maple Provide & Install 2-1/2" - 3" Caliper Acer Rubrum"	30	Ea	\$ 756.00	\$ 22,680.00
14	Red Maple	40	Ea	\$ 756.00	\$ 30,240.00
15	Entrance Gate (Provide & Install, Complete) Cultured Stone Veneer Pillars/Fence (provide &	1	LS	\$	\$ 30,100.00
16	Install, Complete)	1	LS	\$	\$ 39,665.00
17	Restoration (3" Topsoil, Seed & Mulch)	10,520	Syd	\$ 1.60	\$ 16,832.00
				Total	\$ 407,904.70

Unit Prices have been computed in accordance with Paragraph 11.03.B of the General Conditions.

Bidder acknowledges that estimated quantities are not guaranteed, and are solely for the purpose of comparison of Bids, and final payment for all unit price Bid items will be based on actual quantities, determined as provided in the Contract Documents.

ARTICLE 6 - TIME OF COMPLETION

6.01 Bidder agrees that the Work (excepted as noted) will be substantially complete on or before June 21, 2019, and then will be completed and ready for final payment in accordance with Paragraph 14.07 of the General Conditions on or before November 30, 2019.

A. The tree planting will be completed on or before November 15, 2019.

6.02 Bidder accepts the provisions of the Agreement as to liquidated damages.

ARTICLE 9 - BID SUBMITTAL

9.01 This Bid is submitted by:

If Bidder is:

An Individual

Name (typed or printed): _____

By: _____
(Individual's signature)

Doing business as: _____

A Partnership

Partnership Name: _____

By: _____
(Signature of general partner -- attach evidence of authority to sign)

Name (typed or printed): _____

A Corporation

Corporation Name: Earthworks Enterprises, Inc. (SEAL)

State of Incorporation: Michigan

Type (General Business, Professional, Service, Limited Liability): Subs

By: Jacqueline Mason
(Signature -- attach evidence of authority to sign)

Name (typed or printed): Jacqueline Mason

Title: President

(CORPORATE SEAL)
Attest Susan K. Mize

Date of Qualification to do business in Michigan is 01/01/1997

Bidder's Business Address 5584 East M-32

Gaylord Michigan 49735

Phone No. 989-732-4343 Fax No. 989-731-6010

E-mail thecrew@earthworksenterprises.net

SUBMITTED on _____, 20__.

State Contractor License No. _____ . [If applicable]

BOARD RESOLUTION APPOINTING OFFICERS
OF EARTHWORKS ENTERPRISES, INC.

APPOINTMENT OF OFFICERS

RESOLVED, that Michael Mason, President and Jacqueline Mason, Secretary/Treasurer declare the following persons are appointed to the office(s) indicated next to their names to serve until their successor(s) shall be duly appointed, unless he or she resigns, is removed from office, is incapacitated, or is otherwise disqualified from serving as an officer of Earthworks Ent., Inc. to take their respective office(s) immediately upon such appointment:

<u>Office</u>	<u>Name</u>
President and Chief Executive Officer	<u>Jacqueline Mason</u>
Vice President	<u>Michael Mason</u>
Secretary/Treasurer	<u>Kaytlin Mason</u>

RESOLVED, that the officers of Earthworks Ent., Inc. are, and each acting alone is, hereby authorized to do and perform any and all such acts, including execution of any and all documents and certificates, as such officers shall deem necessary or advisable, to carry out the purposes and intent of the foregoing resolutions.

RESOLVED FURTHER, that any actions taken by such officers prior to the date of the foregoing resolutions adopted hereby that are within the authority conferred thereby are hereby ratified, confirmed, and approved as the acts and deeds of this corporation. These signatures shall hereby be acceptance of said positions:

Date 1/5/2015

Jacqueline Mason
President and CEO

Michael Mason
Vice President

Kaytlin Mason
Secretary/Treasurer

Kate Barwick
Attest

BID BOND

Any singular reference to Bidder, Surety, Owner or other party shall be considered plural where applicable.

BIDDER (Name and Address): Earthworks Enterprises, Inc.
5584 East M - 32
Gaylord, MI 49735

SURETY (Name and Address of Principal Place of Business): Granite Re, Inc.
14001 Quailbrook Dr
Oklahoma City, OK 73134

OWNER (Name and Address): Otsego County, Office of the County Administrator
225 W Main St
Gaylord, MI 49735

BID

Bid Due Date: 11/07/2018

Description (Project Name and Include Location): Louis M. Groen Nature Preserve New Entrance
Project No. 180045

BOND

Bond Number: FED00471

Date (Not earlier than Bid due date): 10/26/2018

Penal sum Five Percent of Amount Bid

(Words)

\$5% of Amt Bid

(Figures)

Surety and Bidder, intending to be legally bound hereby, subject to the terms set forth below, do each cause this Bid Bond to be duly executed by an authorized officer, agent, or representative.

BIDDER

Earthworks Enterprises, Inc. (Seal)
Bidder's Name and Corporate Seal

By: Jacqueline Mason
Signature

Jacqueline Mason

Print Name

President

Title

Attest: Michael Mason
Signature

Vice-President

Title

SURETY

Granite Re, Inc. (Seal)
Surety's Name and Corporate Seal

By: Connie Smith
Signature (Attach Power of Attorney)

Connie Smith

Print Name

Attorney-in-Fact

Title

Attest: Molli J. Hansen
Signature

Molli J. Hansen

Title

1. Bidder and Surety, jointly and severally, bind themselves, their heirs, executors, administrators, successors, and assigns to pay to Owner upon default of Bidder the penal sum set forth on the face of this Bond. Payment of the penal sum is the extent of Bidder's and Surety's liability. Recovery of such penal sum under the terms of this Bond shall be Owner's sole and exclusive remedy upon default of Bidder.
2. Default of Bidder shall occur upon the failure of Bidder to deliver within the time required by the Bidding Documents (or any extension thereof agreed to in writing by Owner) the executed Agreement required by the Bidding Documents and any performance and payment bonds required by the Bidding Documents.
3. This obligation shall be null and void if:
 - 3.1 Owner accepts Bidder's Bid and Bidder delivers within the time required by the Bidding Documents (or any extension thereof agreed to in writing by Owner) the executed Agreement required by the Bidding Documents and any performance and payment bonds required by the Bidding Documents, or
 - 3.2 All Bids are rejected by Owner, or
 - 3.3 Owner fails to issue a Notice of Award to Bidder within the time specified in the Bidding Documents (or any extension thereof agreed to in writing by Bidder and, if applicable, consented to by Surety when required by Paragraph 5 hereof).
4. Payment under this Bond will be due and payable upon default of Bidder and within 30 calendar days after receipt by Bidder and Surety of written notice of default from Owner, which notice will be given with reasonable promptness, identifying this Bond and the Project and including a statement of the amount due.
5. Surety waives notice of any and all defenses based on or arising out of any time extension to Issue Notice of Award agreed to in writing by Owner and Bidder, provided that the total time for Issuing Notice of Award including extensions shall not in the aggregate exceed 120 days from Bid due date without Surety's written consent.
6. No suit or action shall be commenced under this Bond prior to 30 calendar days after the notice of default required in Paragraph 4 above is received by Bidder and Surety and in no case later than one year after Bid due date.
7. Any suit or action under this Bond shall be commenced only in a court of competent jurisdiction located in the state in which the Project is located.
8. Notices required hereunder shall be in writing and sent to Bidder and Surety at their respective addresses shown on the face of this Bond. Such notices may be sent by personal delivery, commercial courier, or by United States Registered or Certified Mail, return receipt requested, postage pre-paid, and shall be deemed to be effective upon receipt by the party concerned.
9. Surety shall cause to be attached to this Bond a current and effective Power of Attorney evidencing the authority of the officer, agent, or representative who executed this Bond on behalf of Surety to execute, seal, and deliver such Bond and bind the Surety thereby.
10. This Bond is intended to conform to all applicable statutory requirements. Any applicable requirement of any applicable statute that has been omitted from this Bond shall be deemed to be included herein as if set forth at length. If any provision of this Bond conflicts with any applicable statute, then the provision of said statute shall govern and the remainder of this Bond that is not in conflict therewith shall continue in full force and effect.
11. The term "Bid" as used herein includes a Bid, offer, or proposal as applicable.

GRANITE RE, INC.

GENERAL POWER OF ATTORNEY

Know all Men by these Presents:

That GRANITE RE, INC., a corporation organized and existing under the laws of the State of OKLAHOMA and having its principal office at the City of OKLAHOMA CITY in the State of OKLAHOMA does hereby constitute and appoint:

MICHAEL J. DOUGLAS; CHRIS STEINAGEL; CHRISTOPHER M. KEMP; KARLA HEFFRON; ROBERT DOWNEY; CONNIE SMITH; KORY MORTEL its true and lawful Attorney-in-Fact(s) for the following purposes, to wit:

To sign its name as surety to, and to execute, seal and acknowledge any and all bonds, and to respectively do and perform any and all acts and things set forth in the resolution of the Board of Directors of the said GRANITE RE, INC. a certified copy of which is hereto annexed and made a part of this Power of Attorney; and the said GRANITE RE, INC. through us, its Board of Directors, hereby ratifies and confirms all and whatsoever the said:

MICHAEL J. DOUGLAS; CHRIS STEINAGEL; CHRISTOPHER M. KEMP; KARLA HEFFRON; ROBERT DOWNEY; CONNIE SMITH; KORY MORTEL may lawfully do in the premises by virtue of these presents.

In Witness Whereof, the said GRANITE RE, INC. has caused this instrument to be sealed with its corporate seal, duly attested by the signatures of its President and Secretary/Treasurer, this 27th day of June, 2018.

STATE OF OKLAHOMA)
) SS:
COUNTY OF OKLAHOMA)





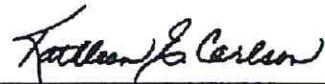
Kenneth D. Whittington, President


Kyle P. McDonald, Treasurer

On this 27th day of June, 2018, before me personally came Kenneth D. Whittington, President of the GRANITE RE, INC. Company and Kyle P. McDonald, Secretary/Treasurer of said Company, with both of whom I am personally acquainted, who being by me severally duly sworn, said, that they, the said Kenneth D. Whittington and Kyle P. McDonald were respectively the President and the Secretary/Treasurer of GRANITE RE, INC., the corporation described in and which executed the foregoing Power of Attorney; that they each knew the seal of said corporation; that the seal affixed to said Power of Attorney was such corporate seal, that it was so fixed by order of the Board of Directors of said corporation, and that they signed their name thereto by like order as President and Secretary/Treasurer, respectively, of the Company.

My Commission Expires:
August 8, 2021
Commission #: 01013257





Notary Public

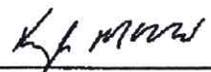
GRANITE RE, INC. Certificate

THE UNDERSIGNED, being the duly elected and acting Secretary/Treasurer of Granite Re, Inc., an Oklahoma Corporation, HEREBY CERTIFIES that the following resolution is a true and correct excerpt from the July 15, 1987, minutes of the meeting of the Board of Directors of Granite Re, Inc. and that said Power of Attorney has not been revoked and is now in full force and effect.

"RESOLVED, that the President, any Vice President, the Secretary, and any Assistant Vice President shall each have authority to appoint individuals as attorneys-in-fact or under other appropriate titles with authority to execute on behalf of the company fidelity and surety bonds and other documents of similar character issued by the Company in the course of its business. On any instrument making or evidencing such appointment, the signatures may be affixed by facsimile. On any instrument conferring such authority or on any bond or undertaking of the Company, the seal, or a facsimile thereof, may be impressed or affixed or in any other manner reproduced; provided, however, that the seal shall not be necessary to the validity of any such instrument or undertaking."

IN WITNESS WHEREOF, the undersigned has subscribed this Certificate and affixed the corporate seal of the Corporation this 27 day of JUN, 2018





Kyle P. McDonald, Secretary/Treasurer

**Attachment A
Project References/Bidder Information**

The Bidder must complete the following:

A. Active Projects -

	Year Begun	Owner	Contract Price	Project Description
1.	2018	Medilodge	\$30,000.	Parking Lot
2.	2018	Purity Gas	\$40,000.	Parking Lot & Storm Drain
3.				
4.				

B. Completed Similar Projects -

	Year Completed	Owner	Contract Price	Project Description
1.	2015	Lakes of the North	\$53,069.	Site Work for Pool Bldg/Club house & newSeptic System
2.	2017	NAI	\$110,000.	Parking Lot & Drain Field
3.	2017	DTE-Grayling	\$100,459.	Site Work & Septic System
4.		Payne & Dolan		On Going Summer Affiliaticn

C. Bidder's approximate bonding capacity as of November 7, 2018: \$1,000,000.

D. Name of Bidder's superintendent who will be responsible for the project -

1. Michael Mason (Two alternate names are acceptable)

2. General Experience

35 years if Commercial & Residential Excavating

**Attachment B
Subcontractor Information**

- A. Attachment B is to be submitted by the three low Bidders to Owner within twenty-four hours after Bid opening time and date.
- B. The Bidder will provide names and addresses of all subcontractors to be employed on this project and which work or item(s) they will perform.

If any work items indicated below will be completed by the Bidder, without the use of a subcontractor, enter the Bidder's name in the appropriate space. Failure to complete the following list of major subcontractors at the time indicated in paragraph A above, or listing more than one subcontractor in each category, shall be cause for rejection of the Bid.

SUBCONTRACTOR (Name and Address)	WORK ITEMS
<u>Earthworks Enterprises, Inc.</u> _____ _____	EARTHWORK
<u>Dependable Masonry</u> _____ _____	POURED CONCRETE
<u>Dependable Masonry</u> _____ _____	CULTURED STONE WORK
<u>North Star Gardens</u> <u>Earthworks Enterprises, Inc.</u> _____	TREE SUPPLY & PLANTING
<u>image360</u> <u>Payne & Dolan</u> _____	GATE LOGO ASPHALT

**OTSEGO COUNTY
Board of Commissioners**



EXECUTIVE SUMMARY

AGENDA ITEM: Financial Reports	AGENDA DATE: January 22, 2019
AGENDA PLACEMENT: Correspondence A. Financial Reports	ACTION REQUESTED: Motion to Approve
STAFF CONTACT(S): Mel Maier, Finance Director	ATTORNEY REVIEW: No

BACKGROUND/DISCUSSION:

The December 2018 Financial Statements were reviewed by the Budget and Finance committee meeting on Wednesday, January 16, 2019.

These are preliminary, unaudited figures that do not include year-end adjustments. Therefore, these are not to be considered final numbers.

RECOMMENDATION:

Staff requests approval of the Financial Reports.

BALANCE SHEET -- BOARD DISCRETIONARY FUNDS -- DECEMBER 31, 2018

	<u>GENERAL FUND</u>	<u>PUBLIC IMPROVEMENT</u>	<u>BUDGET STABILIZATION</u>	<u>LEGAL DEFENSE</u>	<u>EQUIPMENT FUND</u>
ASSETS					
CASH	1,299,384.43	1,346,281.17	943,388.37	38,104.02	95,978.65
INVESTMENTS	2,110,440.36	240,275.59	554,720.54	-	-
IMPREST CASH	10,665.00	-	-	-	-
TAXES RECEIVABLE	232,696.33	-	-	-	-
ACCOUNTS RECEIVABLE	56,411.15	80,549.78	-	-	-
DUE FROM OTHER GOVERNMENTS	6,886.47	50,000.00	-	-	-
DUE FROM STATE	2,200.28	-	-	-	-
DUE FROM OTHER FUNDS	-	-	-	-	-
LONG TERM ADV TO OTHER FDS	-	20,844.16	-	-	-
LONG TERM ADV TO EMS	-	156,954.00	-	-	-
POSTAGE INVENTORY	3,350.88	-	-	-	-
SUPPLIES INVENTORY	16,295.04	-	-	-	-
PREPAID EXPENSE	17,492.28	-	-	-	-
TOTAL ASSETS	<u>3,755,822.22</u>	<u>1,894,904.70</u>	<u>1,498,108.91</u>	<u>38,104.02</u>	<u>95,978.65</u>
LIABILITIES					
ACCOUNTS PAYABLE	21,352.62	-	-	-	289.51
ACCRUED WAGES PAYABLE	-	-	-	-	-
DUE TO OTHER FUNDS	-	-	-	-	-
DEFERRED REVENUE	22,905.66	-	-	-	-
TOTAL LIABILITIES	<u>44,258.28</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>289.51</u>
FUND BALANCE					
NONSPENDABLE/ASSIGNED/RESTRICTED	76,021.40	-	-	-	-
UNASSIGNED	3,635,542.54	1,894,904.70	1,498,108.91	38,104.02	95,689.14
TOTAL FUND BALANCE	<u>3,711,563.94</u>	<u>1,894,904.70</u>	<u>1,498,108.91</u>	<u>38,104.02</u>	<u>95,689.14</u>
TOTAL LIABS & FUND BALANCE	<u>3,755,822.22</u>	<u>1,894,904.70</u>	<u>1,498,108.91</u>	<u>38,104.02</u>	<u>95,978.65</u>

Information on these pages is intended for mangement purposes only.
The information is unaudited and is prepared using the modified cash basis of accounting.

BALANCE SHEET - - BOARD DISCRETIONARY FUNDS - - DECEMBER 31, 2018

	CAPITAL PROJECTS	DEBT SERVICE	HEALTH CARE
ASSETS			
CASH	342,111.75	-	132,233.20
RESERVED CASH	306,832.67	-	
INVESTMENTS	-	-	100,000.00
IMPREST CASH	-	-	2,000.00
TAXES RECEIVABLE	-	-	-
ACCOUNTS RECEIVABLE	-	-	7,106.67
DUE FROM STATE	-	-	-
DUE FROM OTHER FUNDS	-	690,000.00	-
LONG TERM ADV TO OTHER FDS	-	-	-
LONG TERM ADV TO EMS	-	-	-
POSTAGE INVENTORY	-	-	-
SUPPLIES INVENTORY	-	-	-
PREPAID EXPENSE	-	-	91,689.78
TOTAL ASSETS	<u>648,944.42</u>	<u>690,000.00</u>	<u>333,029.65</u>
LIABILITIES			
ACCOUNTS PAYABLE	-	-	-
ACCRUED WAGES PAYABLE	-	-	-
DUE TO OTHER FUNDS	-	-	-
DEFERRED REVENUE	-	690,000.00	-
TOTAL LIABILITIES	<u>-</u>	<u>690,000.00</u>	<u>-</u>
FUND BALANCE			
NONSPENDABLE/ASSIGNED/RESTRICTED	-	-	-
UNASSIGNED	648,944.42	-	333,029.65
TOTAL FUND BALANCE	<u>648,944.42</u>	<u>-</u>	<u>333,029.65</u>
TOTAL LIABS & FUND BALANCE	<u>648,944.42</u>	<u>690,000.00</u>	<u>333,029.65</u>

Information on these pages is intended for mangement purposes only.
 The information is unaudited and is prepared using the modified cash basis of accounting.

OTSEGO COUNTY - BOARD DISCRETIONARY FUNDS
BUDGET REPORT
YEAR TO DATE THROUGH DECEMBER 31, 2018

GL NUMBER	2018		YTD BALANCE 12/31/18	AVAILABLE BALANCE	% COLLECTED/ SPENT
	YTD BALANCE 12/31/17	AMENDED BUDGET			
Fund 101 - GENERAL FUND					
Revenues					
010 - PROPERTY TAXES	5,110,264	5,182,712	5,156,419	26,293	99.49
015 - STATE UNRESTRICTED REVENUE	661,988	666,440	667,217	(777)	100.12
025 - INTEREST EARNINGS	160,581	160,000	140,835	19,165	88.02
030 - OTHER REVENUE	243,004	268,720	282,007	(13,287)	104.94
050 - SPECIAL ITEMS/TRANSFERS	110,000	168,249	18,184	150,065	10.81
131 - CIRCUIT COURT	201,396	208,147	213,763	(5,616)	102.70
132 - LEIN FEES	12,358	15,500	9,359	6,141	60.38
133 - DRUG COURT GRANT	111,190	148,598	95,369	53,229	64.18
134 - RDSS TRANSPORT GRANT	6,446	15,000	6,128	8,872	40.85
136 - DISTRICT COURT	447,178	437,255	463,059	(25,804)	105.90
145 - JURY COMMISSION	2,630	5,500	9,329	(3,829)	169.61
148 - PROBATE COURT	193,528	188,419	179,316	9,103	95.17
166 - FAMILY COUNSELING SERVICES	3,143	4,000	2,908	1,092	72.71
215 - COUNTY CLERK/ROD	377,775	353,450	417,493	(64,043)	118.12
253 - TREASURER	11,289	8,575	11,411	(2,836)	133.07
257 - EQUALIZATION	44,116	37,800	14,990	22,810	39.66
262 - ELECTIONS	-	7,000	-	7,000	-
267 - PROSECUTOR	90,313	69,065	43,102	25,963	62.41
268 - CHILD SUPPORT SPECIALIST-PROS ATTY	47,509	48,000	42,972	5,028	89.53
301 - SHERIFF	29,372	30,072	39,421	(9,349)	131.09
302 - SHERIFF - CIVIL DIVISION	31,577	30,000	26,478	3,522	88.26
303 - SCHOOL RESOURCE OFFICER	-	19,361	14,968	4,393	77.31
320 - JUSTICE TRAINING	1,984	3,000	1,938	1,062	64.61
331 - MARINE SAFETY	6,130	5,100	56	5,044	1.10
332 - MOTORCYCLE SAFETY EDUCATION	41,258	66,200	42,333	23,867	63.95
333 - SNOWMOBILE GRANT	2,946	7,917	1,045	6,872	13.20
334 - SECONDARY ROAD PATROL	41,772	36,000	37,184	(1,184)	103.29
336 - OFF-ROAD VEHICLE GRANT	7,120	40,486	15,846	24,640	39.14
351 - JAIL	80,367	106,454	82,996	23,458	77.96
427 - EMERGENCY SERVICES	14,575	6,100	14,909	(8,809)	244.41
450 - REMONUMENTATION	14,830	47,055	41,067	5,988	87.27
682 - VETERANS AFFAIRS	-	432	432	-	100.00
721 - PLANNING / ZONING	84,635	89,661	88,688	973	98.92
TOTAL Revenues	8,191,274	8,480,268	8,181,220	299,048	96.47

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GL NUMBER	2018		YTD BALANCE 12/31/18	AVAILABLE BALANCE	% COLLECTED/ SPENT
	YTD BALANCE 12/31/17	AMENDED BUDGET			
Expenditures					
101 - COMMISSIONERS	194,889	211,766	200,198	11,568	94.54
105 - OTHER LEGISLATIVE	21,224	21,242	21,224	18	99.91
131 - CIRCUIT COURT	1,027,048	1,208,546	962,637	245,909	79.65
132 - LEIN FEES	12,358	15,500	9,800	5,700	63.23
133 - DRUG COURT GRANT	104,140	144,286	120,459	23,827	83.49
134 - RDSS TRANSPORT GRANT	6,446	15,000	8,328	6,672	55.52
136 - DISTRICT COURT	3,150	34,912	7,372	27,540	21.12
145 - JURY COMMISSION	19,714	44,725	36,763	7,962	82.20
148 - PROBATE COURT	172,722	180,220	177,779	2,441	98.65
149 - PROBATION/PAROLE	1,442	1,500	674	826	44.94
166 - FAMILY COUNSELING SERVICES	525	4,000	1,993	2,007	49.83
172 - COUNTY ADMINISTRATOR	168,072	152,319	152,319	-	100.00
201 - FINANCE DEPARTMENT	115,692	111,106	111,106	-	100.00
215 - COUNTY CLERK/ROD	273,918	306,174	296,061	10,113	96.70
223 - EXTERNAL AUDIT	11,825	12,508	12,507	1	99.99
228 - INFORMATION TECHNOLOGY	64,615	97,212	76,226	20,986	78.41
253 - TREASURER	125,348	148,846	134,725	14,121	90.51
257 - EQUALIZATION	212,625	219,679	208,993	10,686	95.14
261 - COOPERATIVE EXTENSION	59,661	62,176	61,395	781	98.74
262 - ELECTIONS	11,020	27,740	27,786	(46)	100.17
264 - BUILDING AUTHORITY	-	700	-	700	-
265 - BUILDING AND GROUNDS	290,000	290,000	290,000	-	100.00
267 - PROSECUTOR	555,046	614,351	587,811	26,540	95.68
268 - CHILD SUPPORT SPECIALIST-PROS ATTY	48,923	64,063	56,159	7,904	87.66
270 - HUMAN RESOURCES	90,991	94,947	94,947	-	100.00
278 - SURVEYOR	200	200	200	-	100.00
280 - OTSEGO CONSERVATION DISTRICT	4,000	4,000	4,000	-	100.00
301 - SHERIFF	898,396	1,051,860	1,000,972	50,888	95.16
302 - SHERIFF - CIVIL DIVISION	61,085	57,236	40,257	16,979	70.34
303 - SCHOOL RESOURCE OFFICER	-	25,815	20,804	5,011	80.59
306 - SANE	20,000	20,000	20,000	-	100.00
320 - JUSTICE TRAINING	1,367	3,000	100	2,900	3.33
331 - MARINE SAFETY	8,605	8,486	4,126	4,360	48.62
332 - MOTORCYCLE SAFETY EDUCATION	41,371	66,200	43,548	22,652	65.78
333 - SNOWMOBILE GRANT	4,167	8,686	522	8,164	6.01
334 - SECONDARY ROAD PATROL	95,233	89,624	95,260	(5,636)	106.29
336 - OFF-ROAD VEHICLE GRANT	7,004	40,526	13,681	26,845	33.76
351 - JAIL	983,319	1,099,449	1,043,974	55,475	94.95
427 - EMERGENCY SERVICES	30,000	30,000	30,000	-	100.00

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GL NUMBER	2018		YTD BALANCE 12/31/18	AVAILABLE BALANCE	% COLLECTED/ SPENT
	YTD BALANCE 12/31/17	AMENDED BUDGET			
445 - DRAINS	4,390	6,000	-	6,000	-
450 - REMONUMENTATION	37,075	47,055	47,054	1	100.00
601 - DISTRICT HEALTH	205,606	228,611	216,579	12,032	94.74
605 - COMMUNICABLE DISEASES	500	500	500	-	100.00
631 - SUBSTANCE ABUSE	82,438	83,422	82,930	492	99.41
648 - MEDICAL EXAMINER	96,224	143,600	132,353	11,247	92.17
649 - MENTAL HEALTH	94,003	94,003	70,502	23,501	75.00
681 - VETERANS BURIAL	4,530	6,150	5,420	730	88.14
682 - VETERANS AFFAIRS	53,244	60,328	57,542	2,786	95.38
721 - PLANNING / ZONING	98,509	91,321	102,545	(11,224)	112.29
729 - CHAMBER OF COMMERCE	1,050	1,500	1,500	-	100.00
731 - ECONOMIC ALLIANCE	15,000	21,838	21,838	-	100.00
851 - INSURANCE AND BONDS	219,339	220,000	218,967	1,033	99.53
853 - HEALTH CARE RETIREES	258,172	263,916	259,577	4,339	98.36
864 - DISTRIBUTIVE SERVICES	76,146	33,418	32,462	956	97.14
941 - CONTINGENCY	-	21,367	-	21,367	-
961 - APPROPRIATION - HUMAN SVCS	8,904	9,120	9,120	-	100.00
962 - APPROPRIATION - LGL DFS FUND	-	35,000	35,000	-	100.00
966 - APPROPRIATION - AIRPORT	-	150,000	150,000	-	100.00
967 - APPROPRIATION - CHILD CARE	350,000	235,000	235,000	-	100.00
968 - APPROPRIATION - FOC	113,264	92,928	92,928	-	100.00
969 - APPROPRIATION - OTHER FUNDS	410,077	30,591	30,591	-	100.00
971 - APPROPRIATION - SLDRS SLRS	5,000	-	-	-	-
972 - APPROPRIATION - CAP PROJ FUND	5,000	5,000	5,000	-	100.00
978 - APPROPRIATION - MAPPING FUND	6,000	11,000	11,000	-	100.00
TOTAL Expenditures	7,890,611	8,480,268	7,793,118	687,150	91.90
NET OF REVENUES & EXPENDITURES	300,662		388,102	(388,102)	
FUND BALANCE - JANUARY 1	3,022,800		3,323,462		
NET OF REVENUES/EXPENDITURES - 2017			-		
FUND BALANCE - DECEMBER 31	3,323,462		3,711,564		

Fund 245 - PUBLIC IMPROVEMENT FUND					
025 - INTEREST EARNINGS	7,042	10,000	21,610	(11,610)	216.10
090 - COURT FEES AND COSTS	50,000	-	50,000	(50,000)	100.00
TOTAL Revenues	57,042	10,000	71,610	(61,610)	716.10
Expenditures					
901 - CAPITAL OUTLAY	50,000	-	-	-	-
941 - CONTINGENCY	-	10,000	-	10,000	-
TOTAL Expenditures	50,000	10,000	-	10,000	-
NET OF REVENUES & EXPENDITURES	7,042		71,610	(71,610)	100.00
FUND BALANCE - JANUARY 1	1,816,253		1,823,295		
NET OF REVENUES/EXPENDITURES - 2017			-		
FUND BALANCE - DECEMBER 31	<u>1,823,295</u>		<u>1,894,905</u>		

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GL NUMBER	YTD BALANCE 12/31/17	2018 AMENDED BUDGET	YTD BALANCE 12/31/18	AVAILABLE BALANCE	% COLLECTED/ SPENT
Fund 257 - BUDGET STABILIZATION					
Revenues					
025 - INTEREST EARNINGS	5,713	5,000	6,466	(1,466)	129.32
TOTAL Revenues	5,713	5,000	6,466	(1,466)	129.32
Expenditures					
941 - CONTINGENCY	(339)	5,000	(404)	5,404	(8.08)
TOTAL Expenditures	(339)	5,000	(404)	5,404	(8.08)
NET OF REVENUES & EXPENDITURES	6,052	-	6,870	(6,870)	100.00
FUND BALANCE - JANUARY 1	1,485,187		1,491,239		
NET OF REVENUES/EXPENDITURES - 2017			-		
FUND BALANCE - JULY 31	<u>1,491,239</u>		<u>1,498,109</u>		

Fund 280 - LEGAL DEFENSE FUND					
Revenues					
025 - INTEREST EARNINGS	99	-	134	(134)	100.00
050 - SPECIAL ITEMS/TRANSFERS	-	71,300	62,800	8,500	88.08
TOTAL Revenues	99	71,300	62,934	8,366	88.27
Expenditures					
270 - HUMAN RESOURCES	53,374	71,300	58,507	12,793	82.06
TOTAL Expenditures	53,374	71,300	58,507	12,793	82.06
NET OF REVENUES & EXPENDITURES	(53,275)	-	4,427	(4,427)	100.00
FUND BALANCE - JANUARY 1	86,952		33,677		
NET OF REVENUES/EXPENDITURES - 2017			-		
FUND BALANCE - DECEMBER 31	<u>33,677</u>		<u>38,104</u>		

Fund 266 - EQUIPMENT FUND

Revenues					
030 - OTHER REVENUE	1,039	-	339	(339)	100.00
050 - SPECIAL ITEMS/TRANSFERS	108,116	164,464	152,464	12,000	92.70
TOTAL REVENUES	109,155	164,464	152,803	11,661	92.91
Expenditures					
901 - CAPITAL OUTLAY	137,721	164,464	124,495	39,969	75.70
TOTAL Expenditures	137,721	164,464	124,495	39,969	75.70
NET OF REVENUES & EXPENDITURES	(28,566)	-	28,308	(28,308)	100.00
FUND BALANCE - JANUARY 1	95,947		67,381		
NET OF REVENUES/EXPENDITURES - 2017	-	-	-	-	-
FUND BALANCE - DECEMBER 31	67,381	-	95,689	-	-

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GL NUMBER	YTD BALANCE 12/31/17	2018 AMENDED BUDGET	YTD BALANCE 12/31/18	AVAILABLE BALANCE	% COLLECTED/ SPENT
Fund 499 - CAPITAL PROJECTS FUND					
Revenues					
025 - INTEREST EARNINGS	375	-	114	(114)	100.00
050 - SPECIAL ITEMS/TRANSFERS	660,485	476,975	128,148	348,827	26.87
TOTAL Revenues	660,860	450,000	128,262	450,000	-
Expenditures					
901 - CAPITAL OUTLAY	133,166	476,975	153,005	323,970	32.08
999 - TRANSFER OUT	225,000	-	33,553	(33,553)	100.00
TOTAL Expenditures	358,166	476,975	186,559	450,000	39.11
NET OF REVENUES & EXPENDITURES	302,694	-	(58,297)	-	-
FUND BALANCE - JANUARY 1	404,547		707,241		
NET OF REVENUES/EXPENDITURES - 2017	-	-	-	-	-
FUND BALANCE - DECEMBER 31	707,241	-	648,944	-	-
Fund 569 - DEBT SERVICE					
Revenues					
050 - SPECIAL ITEMS/TRANSFERS	680,075	725,000	704,813	20,188	97.22
TOTAL Revenues	680,075	725,000	704,813	707,488	97.22
Expenditures					
906 - DEBT SERVICE	680,075	725,000	704,813	20,188	97.22
TOTAL Expenditures	680,075	725,000	704,813	707,488	97.22
NET OF REVENUES & EXPENDITURES	-	-	-	-	-
FUND BALANCE - JANUARY 1					
FUND BALANCE - DECEMBER 31	-	-	-	-	-

Fund 647 - HEALTH CARE FUND

Revenues					
025 - INTEREST EARNINGS	4,821	-	3,023	(3,023)	100.00
030 - OTHER REVENUE	-	-	102	(102)	100.00
485 - HEALTH CARE CONTRIBUTIONS	1,214,420	1,385,000	1,185,105	199,895	85.57
TOTAL Revenues	1,219,241	1,385,000	1,188,229	196,771	85.79
Expenditures					
851 - INSURANCE AND BONDS	1,239,639	1,385,000	1,185,116	199,884	85.57
TOTAL Expenditures	1,239,639	1,385,000	1,185,116	199,884	85.57
NET OF REVENUES & EXPENDITURES	(20,398)	-	3,113	(3,113)	100.00
FUND BALANCE - JANUARY 1	350,314		329,916		
NET OF REVENUES/EXPENDITURES - 2017			-		
FUND BALANCE - DECEMBER 31	329,916		333,029		

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OTSEGO COUNTY
Board of Commissioners



EXECUTIVE SUMMARY

AGENDA ITEM: January 15, 2019 Warrant	AGENDA DATE: January 22, 2019
AGENDA PLACEMENT: New Business, A. Financials, Item 1	ACTION REQUESTED: Motion to Approve
STAFF CONTACT(S): Mel Maier, Finance Director	ATTORNEY REVIEW: No

BACKGROUND/DISCUSSION:

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

The January 15, 2019 warrant is in the amount of \$198,653.39. Major expenditures in the warrant include:

- \$59,426.20 – Gaylord AARF – Jan through Mar 2019 payment

RECOMMENDATION:

Staff requests approval of the warrant detailed above with a total amount of \$198,653.39.

CHECK DISBURSEMENT REPORT FOR COUNTY OF OTSEGO
CHECK NUMBER 74022

Check Date	Bank	Check #	Payee	Description	GL #	Amount
12/18/2018	AP	74022	GAYLORD VETERINARY SERVICES	NOV 2018		** VOIDED **
		74022		NOV 2018		** VOIDED **
		74022		NOV 2018		** VOIDED **
			TOTAL - ALL FUNDS	TOTAL OF 1 CHECKS (1 voided)		0.00
-- GL TOTALS --			TOTAL		0.00	

CHECK DISBURSEMENT REPORT FOR COUNTY OF OTSEGO
CHECK NUMBER 74081

Check Date	Bank	Check #	Payee	Description	GL #	Amount
12/18/2018	AP	74081	MARK RAYMOND	GASOLINE REIMBURSEMENT FOR COUNTY VEHICLE		** VOIDED **
			TOTAL - ALL FUNDS	TOTAL OF 1 CHECKS (1 voided)		0.00
-- GL TOTALS --			TOTAL		0.00	

CHECK DISBURSEMENT REPORT FOR COUNTY OF OTSEGO
CHECK NUMBER 73904

Check Date	Bank	Check #	Payee	Description	GL #	Amount
12/11/2018	AP	73904	MARK RAYMOND	GASOLINE REIMBURSEMENT COUNTY VEHICLE		** VOIDED **
			TOTAL - ALL FUNDS	TOTAL OF 1 CHECKS (1 voided)		0.00
-- GL TOTALS --			TOTAL		0.00	

CHECK DISBURSEMENT REPORT FOR COUNTY OF OTSEGO
CHECK NUMBER 74265

Check Date	Bank	Check #	Payee	Description	GL #	Amount
12/26/2018	AP	74265	MICHIGAN ASSOCIATION OF COUNTIES	JULIE POWERS MAC REGISTRATION		** VOIDED **
			TOTAL - ALL FUNDS	TOTAL OF 1 CHECKS (1 voided)		0.00
-- GL TOTALS --			TOTAL		0.00	

CHECK DISBURSEMENT REPORT FOR COUNTY OF OTSEGO
 CHECK DATE FROM 01/15/2019 - 01/15/2019

Check Date	Bank	Check #	Payee	Description	GL #	Amount
01/15/2019	AP	2(S)	LEXIS NEXIS	OCSD IYE TEK CITATION IMPLEMENTATION FEE & MAITENANCE FEE	266-901-970.440	0.00
01/15/2019	AP	2090(A)	GARY GELOW	DECEMBER 2018 MIDC CAA EXPENSES	260-131-801.021	6,098.50
01/15/2019	AP	2091(A)	GAYLORD ARFF INC	JANUARY PAYMENT PER CONTRACT	281-537-940.010	13,205.00
		2091(A)		BILLING FOR 1ST QUARTER BUILDING AND GROUNDS	637-265-940.010	59,426.20
						72,631.20
01/15/2019	AP	2092(A)	JAMES DONALD FOX	MEDICAL EXAMINER EXPENSE VOUCHER	101-648-801.020	490.00
		2092(A)		MEDICAL EXAMINER EXPENSE VOUCHER	101-648-930.500	19.00
						509.00
01/15/2019	AP	2093(E)	AMERICAN WASTE	RESTITUTION PAYMNET BY MARCUS OROURKE 15-31255-FY-3	701-000-271.130	440.00
01/15/2019	AP	2094(E)	CHARTER COMMUNICATIONS	INMATE TV	595-351-726.000	222.88
01/15/2019	AP	2095(E)	CONSUMERS ENERGY	205722118828 JANUARY	588-697-930.620	685.06
		2095(E)		CURRENT AND PREVIOUS CHARGES	637-265-930.620-ALPCT00000	713.77
		2095(E)		CURRENT AND PREVIOUS AMOUNT DUE	637-265-930.620-SILLI00000	97.66
						1,496.49
01/15/2019	AP	2096(E)	DE LAGE LANDEN PUBLIC FINANCE	SERVICES	101-257-920.410	178.12
01/15/2019	AP	2097(E)	DE LAGE LANDEN PUBLIC FINANCE	JANUARY 2019 FOC COPY MACHINE LEASE PAYMENT	215-141-920.520	118.58
01/15/2019	AP	2098(E)	DE LAGE LANDEN PUBLIC FINANCE	JANUARY 2019 COURT COPY MACHINE LEASE PAYMENT	101-131-920.520	110.77
01/15/2019	AP	2099(E)	DTE ENERGY	910020860953 DECEMBER	588-697-930.610	1,871.52
		2099(E)		GAS COMMERCIAL HEATING	637-265-930.610-ALPCT00000	5,532.36
		2099(E)		GAS COMMERCIAL HEATING	637-265-930.610-CRTHS00000	1,771.10
		2099(E)		GAS COMMERCIAL HEATING	637-265-930.610-SILLI00000	172.20
						9,347.18
01/15/2019	AP	2100(E)	FRONTIER	9897052469/9897052181	209-751-726.000	74.10
		2100(E)		9897052469/9897052181	209-751-930.210	180.46
		2100(E)		MONTHLY INVOICE COUNTY SHERIFF NEW CHARGES	261-427-930.210	614.65
						869.21
01/15/2019	AP	2101(E)	PITNEY BOWES	LEASE INVOICE #3307706074	101-864-920.410	455.16
01/15/2019	AP	74403	46TH CIRCUIT TRIAL COURT	RESTITUTION PAYMENTS MADE TO MATTHEW MCLAUGHLIN BY DAV	701-000-271.130	119.60
01/15/2019	AP	74404	ANDREW SAMKOWIAK	JANUARY 2019 WEEKEND DRUG TESTER: JAN 5	101-133-940.010	40.00
01/15/2019	AP	74405	AUTO OWNERS INSURANCE CO	RESTITUTION	701-000-271.000	100.00

CHECK DISBURSEMENT REPORT FOR COUNTY OF OTSEGO
 CHECK DATE FROM 01/15/2019 - 01/15/2019

Check Date	Bank	Check #	Payee	Description	GL #	Amount
01/15/2019	AP	74406	BALLARD'S PLUMBING & HEATING INC	SUPPLIED AND INSTALLED TWO WEIL MCLAIN BOILERS	499-901-970.300-CROSSBOILR	13,784.00
01/15/2019	AP	74407	BARBARA ALCORN	PAYMENT OF 2018 SUMMER/WINTER TAXES THAT WE DO NOT COLLI	516-030-694.000	1,523.99
01/15/2019	AP	74408	BETTY MOORE	RESTITUTION PAYMENT BY MARCUS OROURKE 15-31255-FY-3	701-000-271.130	20.00
01/15/2019	AP	74409	BRADLEY J BUTCHER	RESTITUTION PAYMENT BY CONNIE JOSEPH 05-16547-FY-3	701-000-271.130	100.00
01/15/2019	AP	74410	BRUCE SHOLIN	OVERPAYMENT ON DELINQUENT TAX BALANCE DUE	516-030-694.000	9.62
01/15/2019	AP	74411	CATHERINE ISBELL	15-19-DL TRANSPORT ON 12/23/18	101-134-930.500	95.20
		74411		15-19-DL TRANSPORT ON 12/23/18	101-134-940.010	36.00
		74411		15-19-DL TRANSPORT ON 12/23/18	292-662-930.500	21.80
		74411		15-19-DL TRANSPORT ON 12/23/18	292-662-930.830	12.00
						<hr/> 165.00
01/15/2019	AP	74412	CATHOLIC HUMAN SERVICES INC	DECEMBER 2018 MENTAL HEALTH COUNSELING	101-133-940.010	30.00
01/15/2019	AP	74413	CHARLES ISBELL	15-19-DL TRANSPORT ON 12/23/18	101-134-940.010	36.00
		74413		15-19-DL TRANSPORT ON 12/23/18	292-662-930.830	12.00
						<hr/> 48.00
01/15/2019	AP	74414	CHOICE PUBLICATIONS	ADS	208-751-930.300	28.25
		74414		ADS	208-752-930.300	153.28
		74414		ADS	209-751-930.300	10.47
						<hr/> 192.00
01/15/2019	AP	74415	CITY OF GAYLORD	WATER BILL	637-265-920.200-ALPCT00000	451.52
		74415		WATER BILL	637-265-920.200-CRTHS00000	563.76
		74415		WATER BILL	637-265-920.200-SILLI00000	35.90
						<hr/> 1,051.18
01/15/2019	AP	74416	CYNTHIA HARRINGTON	E FREE FUNDS	701-000-230.002	239.00
01/15/2019	AP	74417	DANIEL PHILLIPS	MEDICAL EXAMINER EXPENSE VOUCHER	101-648-801.020	160.00
01/15/2019	AP	74418	DAWN CZYKOSKI	RESTITUTION PAYMENT BY ELIZABETH HOOPER 17-35123-SM-3	701-000-271.130	2.50
01/15/2019	AP	74419	DAWN CZYKOSKI	RESTITUTION PAYMENT BY ELIZABETH HOOPER 17-35123-SM-3	701-000-271.130	5.00
01/15/2019	AP	74420	DEKETO LLC	DECEMBER 2018 DOCUMENTS	101-215-920.410	364.00
		74420		DECEMBER 2018 DOCUMENTS	256-215-920.410	728.00
						<hr/> 1,092.00
01/15/2019	AP	74421	DELTA DENTAL OF MICHIGAN	DENTAL BENEFIT CHARGES	647-851-704.110	6,347.82

CHECK DISBURSEMENT REPORT FOR COUNTY OF OTSEGO
 CHECK DATE FROM 01/15/2019 - 01/15/2019

Check Date	Bank	Check #	Payee	Description	GL #	Amount
01/15/2019	AP	74422	DENISE SOCIA	RESTITUTION	701-000-271.000	30.00
01/15/2019	AP	74423	DOLLAR GENERAL	RESTITUTION PAYMENT BY SHAWN LEADFORD 18-36450-SM-3	701-000-271.130	10.40
01/15/2019	AP	74424	DUNNS	VOICE RECORDER	208-751-726.000	12.61
		74424		VOICE RECORDER	208-752-726.000	32.99
		74424		VOICE RECORDER	209-751-726.000	10.63
						56.23
01/15/2019	AP	74425	EMPIRIC SOLUTIONS INC	FEBRUARY 2019 FOC COMPASS MANAGEMENT FEE	215-141-801.020	379.00
01/15/2019	AP	74426	FARM BUREAU INSURANCE	RESTITUTION	701-000-271.000	40.00
01/15/2019	AP	74427	GASLIGHT MEDIA	WEB DEVELOPMENT SERVICES	266-901-970.450	540.00
01/15/2019	AP	74428	GAYLORD CITY TREASURER	211D DECEMBER 2018 DISTRICT COURT MONTH END	701-000-221.000	219.44
01/15/2019	AP	74429	GAYLORD VETERINARY SERVICES	NOV 2018	212-430-726.035	38.40
		74429		NOV 2018	212-430-930.471	1,013.79
		74429		NOV 2018	212-430-930.980	1,142.00
						2,194.19
01/15/2019	AP	74430	GRAPHIC SCIENCES INC	IMAGES TO FILM	256-215-920.410	132.15
01/15/2019	AP	74431	HICKERSON FLOOR & TILE HOUSE	50% DEPOSIT FLOORING ALPINE CTR	499-901-970.300-ALPCTR-CPT	12,263.20
01/15/2019	AP	74432	HOME DEPOT	RESTITUTION PAYMENT BY MARCUS OROURKE 15-31255-FY-3	701-000-271.130	20.00
01/15/2019	AP	74433	HOME DEPOT CREDIT SERVICES	ANIMAL CONTROL OTSEGO DEC 2018	212-430-726.000	197.46
01/15/2019	AP	74434	JIM WERNIG INC	150396 OIL CHANGE	209-751-930.500	48.00
01/15/2019	AP	74435	JOHN DENISON	RESTITUTION PAYMENT BY TROY WILSON 08-21680-FY-3	701-000-271.130	5.96
01/15/2019	AP	74436	JOHN LESNIC	OVERPAYMENT ON 2017 DELINQUENT TAXES BY GOVPAY CREDIT C,516-030-694.000		56.08
01/15/2019	AP	74437	JOHNSON OIL COMPANY	RESTITUTION	701-000-271.000	100.00
01/15/2019	AP	74438	JUNE ELIZABETH GREVE	JANUARY 2019 COURT CLEANING FEE	101-131-726.025	150.00
		74438		JANUARY 2019 FOC CLEANING FEE	215-141-726.025	150.00
						300.00
01/15/2019	AP	74439	JUSTIN HOLZSCHU	MEDICAL EXAMINER EXPENSE	101-648-801.020	430.00
		74439		MEDICAL EXAMINER EXPENSE	101-648-930.500	14.00
						444.00

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Check Date	Bank	Check #	Payee	Description	GL #	Amount
01/15/2019	AP	74440	KEVIN KING	FOC SMILE PROGRAM ON 01/07/19	101-166-940.010	242.00
01/15/2019	AP	74441	KIM MOYER	RESTITUTION PAYMENT BY JENIFER PURDY 18-36253-SM-3	701-000-271.130	50.00
01/15/2019	AP	74442	KIM SCHULTZ	CAMPING REFUND	208-440-652.030	94.00
01/15/2019	AP	74443	KOHL'S	RESTITU. CUNNINGHAM, REPORT 69-3150-18	701-000-299.000	20.00
01/15/2019	AP	74444	KOHL'S CORPORATE LOSS PREVENTION	RESTITUTION PAYMENT BY VERONICA WALTER 17-34919-SM-3	701-000-271.130	25.00
01/15/2019	AP	74445	LAURA MARTIN	RESTITUTION PAYMENT BY A. DAY 16-97-DL	701-000-271.148	250.00
01/15/2019	AP	74446	M BANK	RESTITUTION PAYMENT BY JOY MILLER 06-18440-FY-3	701-000-271.130	10.00
01/15/2019	AP	74447	MARVIN CARLSON	MEDICAL EXAMINER EXPENSE VOUCHER	101-648-801.020	700.00
		74447		MEDICAL EXAMINER EXPENSE VOUCHER	101-648-930.460	325.00
		74447		MEDICAL EXAMINER EXPENSE VOUCHER	101-648-930.500	31.00
						1,056.00
01/15/2019	AP	74448	MARY HOLLISTER	RESTITUTION PAYMENT BY DAKOTA CHESHER 18-36687-SM-3	701-000-271.130	50.00
01/15/2019	AP	74449	MATTHEW GREEN	RESTITUTION	701-000-271.000	50.00
01/15/2019	AP	74450	MAXIMUM SECURITY	JAN-MAR 2019	209-751-726.000	299.91
01/15/2019	AP	74451	MEYER ACE	25276 TOILET TANK LEVER	208-752-726.050	13.58
01/15/2019	AP	74452	MSUE BUSINESS OFFICE	NEW COMMISSIONER SCHOOL JULIE POWERS	101-101-704.400	125.00
01/15/2019	AP	74453	NICHOLAS JAMES ANTHONY	DECEMBER 2018 WEEKEND DRUG TESTER: DEC. 8, 9, 15, 16	101-133-940.010	160.00
01/15/2019	AP	74454	NORTH CENTRAL MICHIGAN COLLEGE	ID# 47066: THERESA MIRACLE 2018 AAUW	101-133-940.010	500.00
01/15/2019	AP	74455	NORTHWEST MICHIGAN COMMUNITY HEALTH	202000096 LATE FEE FOR INSPECTION PERMIT	208-751-801.020	75.00
01/15/2019	AP	74456	OTSEGO COUNTY BUS SYSTEM	DECEMBER 2018 DRUG COURT BUS	101-133-940.010	224.00
01/15/2019	AP	74457	OTSEGO COUNTY JUDICIAL SYSTEM	1/3/2019 HRA REIMBURSEMENT CHECK REGISTER (2018 MEDICAL REI 101-131-704.110		1,360.81
		74457		1/3/2019 HRA REIMBURSEMENT CHECK REGISTER (2018 MEDICAL REI 101-148-704.110		727.28
		74457		1/3/2019 HRA REIMBURSEMENT CHECK REGISTER (2018 MEDICAL REI 215-141-704.110		1,076.75
		74457		1/3/2019 HRA REIMBURSEMENT CHECK REGISTER (2018 MEDICAL REI 292-662-704.110		1,186.40
						4,351.24
01/15/2019	AP	74458	OTSEGO COUNTY ROAD COMMISSION	RESTITUTION PAYMENT BY KEVIN STEVENS 16-33574-SM-3	701-000-271.130	350.00
01/15/2019	AP	74459	PAULA DEMEREST	RESTITUTION	701-000-271.000	45.00
01/15/2019	AP	74460	REDWOOD TOXICOLOGY LABORATORY INC	DECEMBER 2018 DRUG COURT DRUG TESTING	101-133-940.010	764.50

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01/15/2019	AP	74461	ROSCOMMON COUNTY	15-20-DL PLACEMENT 11/27/18 TO 12/11/18	292-662-930.810	2,352.00
01/15/2019	AP	74462	RYAN CZYKOSKI	RESTITUTION PAYMENT BY VERONICA WALTER 16-32971-SD-3	701-000-271.130	34.00
01/15/2019	AP	74463	SANE	RESTITUTION PAYMENT BY TABITHA ALEXANDER 18-35953-SM-3	701-000-271.130	30.00
01/15/2019	AP	74464	SCOTT NAGY	RESTITUTION PAYMENT BY TROY WILSON 08-21680-FY-3	701-000-271.130	0.06
01/15/2019	AP	74465	SHARON KWAPIS	PURCHASES MADE BY SHARON (VOLUNTEER) FOR COMMUNITY GIV	701-000-230.001	790.76
01/15/2019	AP	74466	SOUL PURPOSE COUNSELING & CONSULT	OCTOBER - NOVEMBER 2018 MENTAL HEALTH COUNSELING	101-133-940.010	210.00
01/15/2019	AP	74467	SPARTAN SEWER & SEPTIC TANK SERVICE	12252 RENTAL AT GROEN	209-751-726.000	92.00
01/15/2019	AP	74468	STATE OF MICHIGAN	OCT-DEC 2018	701-000-228.040	6,887.12
01/15/2019	AP	74469	STATE OF MICHIGAN	DECEMBER 2018 MONTH END	701-000-228.016	2,221.00
01/15/2019	AP	74470	STATE OF MICHIGAN	211D DECEMBER 2018 DISTRICT COURT MONTH END	701-000-228.020	10.00
		74470		211D DECEMBER 2018 DISTRICT COURT MONTH END	701-000-228.030	195.00
		74470		211D DECEMBER 2018 DISTRICT COURT MONTH END	701-000-228.037	4,101.14
		74470		211D DECEMBER 2018 DISTRICT COURT MONTH END	701-000-228.042	290.00
		74470		211D DECEMBER 2018 DISTRICT COURT MONTH END	701-000-228.057	195.00
		74470		211D DECEMBER 2018 DISTRICT COURT MONTH END	701-000-228.058	3,304.00
		74470		211D DECEMBER 2018 DISTRICT COURT MONTH END	701-000-228.059	8,228.50
		74470		211D DECEMBER 2018 DISTRICT COURT MONTH END	701-000-228.560	910.00
						17,233.64
01/15/2019	AP	74471	STATE OF MICHIGAN	DECEMBER 2018 MONTH END	701-000-228.037	1,217.25
		74471		DECEMBER 2018 MONTH END	701-000-228.042	190.00
		74471		DECEMBER 2018 MONTH END	701-000-228.057	150.00
		74471		DECEMBER 2018 MONTH END	701-000-228.058	1,547.00
		74471		DECEMBER 2018 MONTH END	701-000-228.059	149.26
		74471		DECEMBER 2018 MONTH END	701-000-228.560	325.00
						3,578.51
01/15/2019	AP	74472	STATE OF MICHIGAN	DECEMBER 2018 MONTH END	701-000-228.006	23.09
		74472		DECEMBER 2018 MONTH END	701-000-228.037	90.00
		74472		DECEMBER 2018 MONTH END	701-000-228.042	100.00
		74472		DECEMBER 2018 MONTH END	701-000-228.058	1,490.00
		74472		DECEMBER 2018 MONTH END	701-000-228.059	150.00
		74472		DECEMBER 2018 MONTH END	701-000-228.560	300.00
						2,153.09

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01/15/2019	AP	74473	STATE OF MICHIGAN	DECEMBER 2018 MONTH END	701-000-228.005	10.00
01/15/2019	AP	74474	STATE OF MICHIGAN DHHS,	RESTITUTION	701-000-271.000	50.00
01/15/2019	AP	74475	SUBURBAN PROPANE	BLDG/GROUNDS PROPANE	637-265-930.610-LNDUS00000	1,293.50
01/15/2019	AP	74476	TENANT PI LLC	INVOICE #299744, ONE CREDIT REPORT	233-690-930.150	5.10
01/15/2019	AP	74477	TENURGY, LLC	ENERGY SALES TAX SAVINGS	212-430-930.610	60.79
		74477		ENERGY SALES TAX SAVINGS	281-537-930.610	100.71
		74477		ENERGY SALES TAX SAVINGS	637-265-930.610-CRTHS00000	5.31
						<hr/> 166.81
01/15/2019	AP	74478	TERESA KAPELLER	RESTITUTION PAYMENT BY VERONICA WALTER 16-32971-SD-3	701-000-271.130	66.00
01/15/2019	AP	74479	TERRANCE M COTTLE	DECEMBER 2018 GROUP MENTAL HEALTH COUNSELING	101-133-940.010	960.00
01/15/2019	AP	74480	THOMAS J PUDVAN	MEDICAL EXAMINER EXPENSE VOUCHER	101-648-801.020	696.67
		74480		MEDICAL EXAMINER EXPENSE VOUCHER	101-648-930.210	40.00
		74480		MEDICAL EXAMINER EXPENSE VOUCHER	101-648-930.500	18.00
						<hr/> 754.67
01/15/2019	AP	74481	TIAA COMMERCIAL FINANCE INC	COPY MACHINE	101-864-726.000	721.87
01/15/2019	AP	74482	TONYA KLEE-JURCZYK	RESTITUTION	701-000-271.000	30.00
01/15/2019	AP	74483	TOTAL COMMUNICATION SERVICES LLC	NOVEMBER 2018 LOCATING	594-806-801.030	660.00
01/15/2019	AP	74484	VERIZON WIRELESS	283104123-00001 DECEMBER 2018	101-131-930.210	16.00
01/15/2019	AP	74485	WAL-MART	SHOP WITH A COP PROGRAM -GIFTS PURCHASED	701-000-230.000	14,243.34
01/15/2019	AP	74486	WAL-MART STORES ASSET PROTECTION	RESTITUTION PAYMENT BY BRIANNA GERACI 18-35844-SM-3	701-000-271.130	575.78
01/15/2019	AP	74487	WALTER DRZEWIECKI	RESTITUTION PAYMENT BY MARCUS OROURKE 15-31255-FY-3	701-000-271.130	20.00
01/15/2019	AP	74488	WMJZ EAGLE 101.5	INV# 95-10 & 96-10, HOUSING & VETERANS RADIO ADVERTISEMENT M	101-682-930.300	100.00
		74488		INV# 95-10 & 96-10, HOUSING & VETERANS RADIO ADVERTISEMENT M	233-690-930.300	100.00
						<hr/> 200.00
			TOTAL - ALL FUNDS	TOTAL OF 99 CHECKS		<hr/> 198,653.39

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Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 101 GENERAL FUND							
01/15/2019	AP	2092(A)	JAMES DONALD FOX	MEDICAL EXAMINER EXPENSE VOUCHER	801.020	648	490.00
				MEDICAL EXAMINER EXPENSE VOUCHER	930.500	648	19.00
				CHECK AP 2092(A) TOTAL FOR FUND 101:			<u>509.00</u>
01/15/2019	AP	2096(E)	DE LAGE LANDEN PUBLIC FINANCE	SERVICES	920.410	257	178.12
01/15/2019	AP	2098(E)	DE LAGE LANDEN PUBLIC FINANCE	JANUARY 2019 COURT COPY MACHINE LEASE PAYMENT	920.520	131	110.77
01/15/2019	AP	2101(E)	PITNEY BOWES	LEASE INVOICE #3307706074	920.410	864	455.16
01/15/2019	AP	74404	ANDREW SAMKOWIAK	JANUARY 2019 WEEKEND DRUG TESTER: JAN 5	940.010	133	40.00
01/15/2019	AP	74411#	CATHERINE ISBELL	15-19-DL TRANSPORT ON 12/23/18	930.500	134	95.20
				15-19-DL TRANSPORT ON 12/23/18	940.010	134	36.00
				CHECK AP 74411 TOTAL FOR FUND 101:			<u>131.20</u>
01/15/2019	AP	74412	CATHOLIC HUMAN SERVICES INC	DECEMBER 2018 MENTAL HEALTH COUNSELING	940.010	133	30.00
01/15/2019	AP	74413#	CHARLES ISBELL	15-19-DL TRANSPORT ON 12/23/18	940.010	134	36.00
01/15/2019	AP	74417	DANIEL PHILLIPS	MEDICAL EXAMINER EXPENSE VOUCHER	801.020	648	60.00
				MEDICAL EXAMINER EXPENSE VOUCHER	801.020	648	100.00
				CHECK AP 74417 TOTAL FOR FUND 101:			<u>160.00</u>
01/15/2019	AP	74420*	DEKETO LLC	DECEMBER 2018 DOCUMENTS	920.410	215	364.00
01/15/2019	AP	74438#	JUNE ELIZABETH GREVE	JANUARY 2019 COURT CLEANING FEE	726.025	131	150.00
01/15/2019	AP	74439	JUSTIN HOLZSCHU	MEDICAL EXAMINER EXPENSE	801.020	648	330.00
				MEDICAL EXAMINER EXPENSE	801.020	648	100.00
				MEDICAL EXAMINER EXPENSE	930.500	648	14.00
				CHECK AP 74439 TOTAL FOR FUND 101:			<u>444.00</u>
01/15/2019	AP	74440	KEVIN KING	FOC SMILE PROGRAM ON 01/07/19	940.010	166	242.00
01/15/2019	AP	74447	MARVIN CARLSON	MEDICAL EXAMINER EXPENSE VOUCHER	801.020	648	600.00
				MEDICAL EXAMINER EXPENSE VOUCHER	801.020	648	100.00
				MEDICAL EXAMINER EXPENSE VOUCHER	930.460	648	325.00
				MEDICAL EXAMINER EXPENSE VOUCHER	930.500	648	31.00

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Fund: 101 GENERAL FUND							
CHECK AP 74447 TOTAL FOR FUND 101:							1,056.00
01/15/2019	AP	74452	MSUE BUSINESS OFFICE	NEW COMMISSIONER SCHOOL JULIE POWERS	704.400	101	125.00
01/15/2019	AP	74453	NICHOLAS JAMES ANTHONY	DECEMBER 2018 WEEKEND DRUG TESTER: DEC. 8, 9, 15, 16	940.010	133	160.00
01/15/2019	AP	74454	NORTH CENTRAL MICHIGAN COLLEGE	ID# 47066: THERESA MIRACLE 2018 AAUW	940.010	133	500.00
01/15/2019	AP	74456	OTSEGO COUNTY BUS SYSTEM	DECEMBER 2018 DRUG COURT BUS	940.010	133	224.00
01/15/2019	AP	74457*#	OTSEGO COUNTY JUDICIAL SYSTEM	1/3/2019 HRA REIMBURSEMENT CHECK REGISTER (2018 MEDICAL REIM	704.110	131	285.42
				01/09/19 HAR REIMBURSEMENT CHECK REGISTER - 2018 CHARGES	704.110	131	1,075.39
				1/3/2019 HRA REIMBURSEMENT CHECK REGISTER (2018 MEDICAL REIM	704.110	148	710.14
				01/09/19 HAR REIMBURSEMENT CHECK REGISTER - 2018 CHARGES	704.110	148	17.14
CHECK AP 74457 TOTAL FOR FUND 101:							2,088.09
01/15/2019	AP	74460	REDWOOD TOXICOLOGY LABORATORY INC	DECEMBER 2018 DRUG COURT DRUG TESTING	940.010	133	764.50
01/15/2019	AP	74466	SOUL PURPOSE COUNSELING & CONSULT	OCTOBER - NOVEMBER 2018 MENTAL HEALTH COUNSELING	940.010	133	210.00
01/15/2019	AP	74479	TERRANCE M COTTLE	DECEMBER 2018 GROUP MENTAL HEALTH COUNSELING	940.010	133	160.00
				DECEMBER 2018 MENTAL HEALTH COUNSELING	940.010	133	80.00
				DECEMBER 2018 MENTAL HEALTH COUNSELING	940.010	133	320.00
				DECEMBER 2018 MENTAL HEALTH COUNSELING	940.010	133	160.00
				DECEMBER 2018 MENTAL HEALTH COUNSELING	940.010	133	240.00
CHECK AP 74479 TOTAL FOR FUND 101:							960.00
01/15/2019	AP	74480	THOMAS J PUDVAN	MEDICAL EXAMINER EXPENSE VOUCHER	801.020	648	180.00
				MEDICAL EXAMINER EXPENSE VOUCHER	801.020	648	100.00
				MEDICAL EXAMINER EXPENSE VOUCHER	801.020	648	416.67
				MEDICAL EXAMINER EXPENSE VOUCHER	930.210	648	40.00
				MEDICAL EXAMINER EXPENSE VOUCHER	930.500	648	18.00
CHECK AP 74480 TOTAL FOR FUND 101:							754.67
01/15/2019	AP	74481	TIAA COMMERCIAL FINANCE INC	COPY MACHINE	726.000	864	229.43
				COPY MACHINE	726.000	864	492.44
CHECK AP 74481 TOTAL FOR FUND 101:							721.87
01/15/2019	AP	74484	VERIZON WIRELESS	283104123-00001 DECEMBER 2018	930.210	131	16.00

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Fund: 101 GENERAL FUND							
01/15/2019	AP	74488*#	WMJZ EAGLE 101.5	INV# 95-10 & 96-10, HOUSING & VETERANS RADIO ADVERTISEMENT	930.300	682	100.00
Total for fund 101 GENERAL FUND							10,530.38
Fund: 208 PARKS AND RECREATION							
01/15/2019	AP	74414*#	CHOICE PUBLICATIONS	ADS	930.300	751	28.25
				ADS	930.300	752	153.28
CHECK AP 74414 TOTAL FOR FUND 208:							181.53
01/15/2019	AP	74424*#	DUNNS	VOICE RECORDER	726.000	751	12.61
				VOICE RECORDER	726.000	752	17.55
				PAPER CLIPS, DRY ERASE MARKERS	726.000	752	15.44
CHECK AP 74424 TOTAL FOR FUND 208:							45.60
01/15/2019	AP	74442	KIM SCHULTZ	CAMPING REFUND	652.030	440	94.00
01/15/2019	AP	74451	MEYER ACE	25276 TOILET TANK LEVER	726.050	752	13.58
01/15/2019	AP	74455	NORTHWEST MICHIGAN COMMUNITY HEALTH	202000096 LATE FEE FOR INSPECTION PERMIT	801.020	751	75.00
Total for fund 208 PARKS AND RECREATION							409.71
Fund: 209 GROEN NATURE PRESERVE FUND							
01/15/2019	AP	2100(E)*#	FRONTIER	9897052469/9897052181	726.000	751	74.10
				9897052469/9897052181	930.210	751	84.68
				9897052469/9897052181	930.210	751	95.78
CHECK AP 2100(E) TOTAL FOR FUND 209:							254.56
01/15/2019	AP	74414*#	CHOICE PUBLICATIONS	ADS	930.300	751	10.47
01/15/2019	AP	74424*#	DUNNS	VOICE RECORDER	726.000	751	10.63
01/15/2019	AP	74434	JIM WERNIG INC	150396 OIL CHANGE	930.500	751	48.00
01/15/2019	AP	74450	MAXIMUM SECURITY	JAN-MAR 2019	726.000	751	89.97
				JAN-MAR 2019	726.000	751	209.94
CHECK AP 74450 TOTAL FOR FUND 209:							299.91
01/15/2019	AP	74467	SPARTAN SEWER & SEPTIC TANK SERVICE	12252 RENTAL AT GROEN	726.000	751	92.00
Total for fund 209 GROEN NATURE PRESERVE FUND							715.57

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Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 212 ANIMAL CONTROL							
01/15/2019	AP	74429	GAYLORD VETERINARY SERVICES	NOV 2018	726.035	430	38.40
				NOV 2018	930.471	430	1,013.79
				NOV 2018	930.980	430	1,142.00
				CHECK AP 74429 TOTAL FOR FUND 212:			<u>2,194.19</u>
01/15/2019	AP	74433	HOME DEPOT CREDIT SERVICES	ANIMAL CONTROL OTSEGO DEC 2018	726.000	430	197.46
01/15/2019	AP	74477*#	TENURGY, LLC	ENERGY SALES TAX SAVINGS	930.610	430	60.79
				Total for fund 212 ANIMAL CONTROL			2,452.44
Fund: 215 FRIEND OF THE COURT							
01/15/2019	AP	2097(E)	DE LAGE LANDEN PUBLIC FINANCE	JANUARY 2019 FOC COPY MACHINE LEASE PAYMENT	920.520	141	118.58
01/15/2019	AP	74425	EMPIRIC SOLUTIONS INC	FEBRUARY 2019 FOC COMPASS MANAGEMENT FEE	801.020	141	379.00
01/15/2019	AP	74438*#	JUNE ELIZABETH GREVE	JANUARY 2019 FOC CLEANING FEE	726.025	141	150.00
01/15/2019	AP	74457*#	OTSEGO COUNTY JUDICIAL SYSTEM	1/3/2019 HRA REIMBURSEMENT CHECK REGISTER (2018 MEDICAL REIM 704.110		141	1,037.09
				01/09/19 HAR REIMBURSEMENT CHECK REGISTER - 2018 CHARGES 704.110		141	39.66
				CHECK AP 74457 TOTAL FOR FUND 215:			<u>1,076.75</u>
				Total for fund 215 FRIEND OF THE COURT			1,724.33
Fund: 233 HUD GRANT FUND							
01/15/2019	AP	74476	TENANT PI LLC	INVOICE #299744, ONE CREDIT REPORT	930.150	690	5.10
01/15/2019	AP	74488*#	WMJZ EAGLE 101.5	INV# 95-10 & 96-10, HOUSING & VETERANS RADIO ADVERTISEMENT 1	930.300	690	100.00
				Total for fund 233 HUD GRANT FUND			105.10
Fund: 256 REGISTER OF DEEDS AUTOMATION							
01/15/2019	AP	74420*	DEKETO LLC	DECEMBER 2018 DOCUMENTS	920.410	215	728.00
01/15/2019	AP	74430	GRAPHIC SCIENCES INC	IMAGES TO FILM	920.410	215	132.15
				Total for fund 256 REGISTER OF DEEDS AUTOMATION			860.15
Fund: 260 MICHIGAN INDIGENT DEFENSE							
01/15/2019	AP	2090(A)	GARY GELOW	DECEMBER 2018 MIDC CAA EXPENSES	801.021	131	6,098.50
				Total for fund 260 MICHIGAN INDIGENT DEFENSE			6,098.50
Fund: 261 911 SERVICE FUND							
01/15/2019	AP	2100(E)*#	FRONTIER	MONTHLY INVOICE COUNTY SHERIFF NEW CHARGES	930.210	427	112.02
				MONTHLY INVOICE NEW CHARGES	930.210	427	63.53

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Fund: 261 911 SERVICE FUND							
				MONTHLY INVOICE NEW CHARGES	930.210	427	58.30
				MONTHLY INVOICE NEW CHARGES	930.210	427	380.80
				CHECK AP 2100(E) TOTAL FOR FUND 261:			<u>614.65</u>
				Total for fund 261 911 SERVICE FUND			614.65
Fund: 266 EQUIPMENT FUND							
01/15/2019	AP	2(S)	LEXIS NEXIS	OCSD IYE TEK CITATION IMPLEMENTATION FEE & MAITENANCE FEE 970.440		901	4,690.50
				CREDIT FROM PRE-PAID OCSD IYETEK IMPLEMENTATION FEE & 1ST 970.440		901	(4,690.50)
				CHECK AP 2(S) TOTAL FOR FUND 266:			<u>0.00</u>
01/15/2019	AP	74427	GASLIGHT MEDIA	WEB DEVELOPMENT SERVICES	970.450	901	540.00
				Total for fund 266 EQUIPMENT FUND			540.00
Fund: 281 AIRPORT							
01/15/2019	AP	2091(A)*#	GAYLORD ARFF INC	JANUARY PAYMENT PER CONTRACT	940.010	537	13,205.00
01/15/2019	AP	74477*#	TENURGY, LLC	ENERGY SALES TAX SAVINGS	930.610	537	100.71
				Total for fund 281 AIRPORT			13,305.71
Fund: 292 CHILD CARE FUND							
01/15/2019	AP	74411*#	CATHERINE ISBELL	15-19-DL TRANSPORT ON 12/23/18	930.500	662	21.80
				15-19-DL TRANSPORT ON 12/23/18	930.830	662	12.00
				CHECK AP 74411 TOTAL FOR FUND 292:			<u>33.80</u>
01/15/2019	AP	74413*#	CHARLES ISBELL	15-19-DL TRANSPORT ON 12/23/18	930.830	662	12.00
01/15/2019	AP	74457*#	OTSEGO COUNTY JUDICIAL SYSTEM	1/3/2019 HRA REIMBURSEMENT CHECK REGISTER (2018 MEDICAL REIM 704.110		662	78.13
				01/09/19 HAR REIMBURSEMENT CHECK REGISTER - 2018 CHARGES 704.110		662	1,108.27
				CHECK AP 74457 TOTAL FOR FUND 292:			<u>1,186.40</u>
01/15/2019	AP	74461	ROSCOMMON COUNTY	15-20-DL PLACEMENT 11/27/18 TO 12/11/18	930.810	662	2,352.00
				Total for fund 292 CHILD CARE FUND			3,584.20
Fund: 499 CAPITAL PROJECTS FUND							
01/15/2019	AP	74406	BALLARD'S PLUMBING & HEATING INC	SUPPLIED AND INSTALLED TWO WEIL MCLAIN BOILERS	970.300	901	13,784.00
01/15/2019	AP	74431	HICKERSON FLOOR & TILE HOUSE	50% DEPOSIT FLOORING ALPINE CTR	970.300	901	12,263.20
				Total for fund 499 CAPITAL PROJECTS FUND			26,047.20
Fund: 516 DELINQUENT TAX REVOLVING							
01/15/2019	AP	74407	BARBARA ALCORN	PAYMENT OF 2018 SUMMER/WINTER TAXES THAT WE DO NOT COLLECT 694.000		030	1,523.99

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 516 DELINQUENT TAX REVOLVING							
01/15/2019	AP	74410	BRUCE SHOLIN	OVERPAYMENT ON DELINQUENT TAX BALANCE DUE	694.000	030	9.62
01/15/2019	AP	74436	JOHN LESNIC	OVERPAYMENT ON 2017 DELINQUENT TAXES BY GOVPAY CREDIT C/694.000		030	56.08
Total for fund 516 DELINQUENT TAX REVOLVING							1,589.69
Fund: 588 TRANSPORTATION FUND							
01/15/2019	AP	2095(E)*#	CONSUMERS ENERGY	205722118828 JANUARY	930.620	697	685.06
01/15/2019	AP	2099(E)*#	DTE ENERGY	910020860953 DECEMBER	930.610	697	1,871.52
Total for fund 588 TRANSPORTATION FUND							2,556.58
Fund: 594 UC METROPOLITAN AREA NETWORK							
01/15/2019	AP	74483	TOTAL COMMUNICATION SERVICES LLC	NOVEMBER 2018 LOCATING	801.030	806	660.00
Total for fund 594 UC METROPOLITAN AREA NETWORK							660.00
Fund: 595 JAIL COMMISSARY							
01/15/2019	AP	2094(E)	CHARTER COMMUNICATIONS	INMATE TV	726.000	351	222.88
Total for fund 595 JAIL COMMISSARY							222.88
Fund: 637 BUILDING AND GROUNDS							
01/15/2019	AP	2091(A)*#	GAYLORD ARFF INC	BILLING FOR 1ST QUARTER BUILDING AND GROUNDS	940.010	265	59,426.20
01/15/2019	AP	2095(E)*#	CONSUMERS ENERGY	CURRENT AND PREVIOUS CHARGES	930.620	265	380.73
				CURRENT AND PREVIOUS AMOUNT DUE	930.620	265	333.04
				CURRENT AND PREVIOUS AMOUNT DUE	930.620	265	97.66
CHECK AP 2095(E) TOTAL FOR FUND 637:							811.43
01/15/2019	AP	2099(E)*#	DTE ENERGY	GAS COMMERCIAL HEATING	930.610	265	755.28
				GAS COMMERCIAL HEATING	930.610	265	414.44
				GAS COMMERCIAL HEATING	930.610	265	3,746.73
				GAS COMMERCIAL HEATING	930.610	265	615.91
				GAS COMMERCIAL HEATING	930.610	265	1,771.10
				GAS COMMERCIAL HEATING	930.610	265	172.20
CHECK AP 2099(E) TOTAL FOR FUND 637:							7,475.66
01/15/2019	AP	74415	CITY OF GAYLORD	WATER BILL	920.200	265	75.29
				WATER BILL	920.200	265	376.23
				WATER BILL	920.200	265	563.76
				WATER BILL	920.200	265	35.90

CHECK DISBURSEMENT REPORT FOR COUNTY OF OTSEGO
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Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 637 BUILDING AND GROUNDS							
				CHECK AP 74415 TOTAL FOR FUND 637:			1,051.18
01/15/2019	AP	74475	SUBURBAN PROPANE	BLDG/GROUNDS PROPANE	930.610	265	1,293.50
01/15/2019	AP	74477*#	TENURGY, LLC	ENERGY SALES TAX SAVINGS	930.610	265	5.31
				Total for fund 637 BUILDING AND GROUNDS			70,063.28
Fund: 647 HEALTH CARE FUND							
01/15/2019	AP	74421	DELTA DENTAL OF MICHIGAN	DENTAL BENEFIT CHARGES	704.110	851	6,347.82
				Total for fund 647 HEALTH CARE FUND			6,347.82
Fund: 701 GENERAL AGENCY							
01/15/2019	AP	2093(E)	AMERICAN WASTE	RESTITUTION PAYMNET BY MARCUS OROURKE 15-31255-FY-3	271.130	000	440.00
01/15/2019	AP	74403	46TH CIRCUIT TRIAL COURT	RESTITUTION PAYMENTS MADE TO MATTHEW MCLAUGHLIN BY DAVI	271.130	000	119.60
01/15/2019	AP	74405	AUTO OWNERS INSURANCE CO	RESTITUTION	271.000	000	100.00
01/15/2019	AP	74408	BETTY MOORE	RESTITUTION PAYMENT BY MARCUS OROURKE 15-31255-FY-3	271.130	000	20.00
01/15/2019	AP	74409	BRADLEY J BUTCHER	RESTITUTION PAYMENT BY CONNIE JOSEPH 05-16547-FY-3	271.130	000	100.00
01/15/2019	AP	74416	CYNTHIA HARRINGTON	E FREE FUNDS	230.002	000	239.00
01/15/2019	AP	74418	DAWN CZYKOSKI	RESTITUTION PAYMENT BY ELIZABETH HOOPER 17-35123-SM-3	271.130	000	2.50
01/15/2019	AP	74419	DAWN CZYKOSKI	RESTITUTION PAYMENT BY ELIZABETH HOOPER 17-35123-SM-3	271.130	000	5.00
01/15/2019	AP	74422	DENISE SOCIA	RESTITUTION	271.000	000	30.00
01/15/2019	AP	74423	DOLLAR GENERAL	RESTITUTION PAYMENT BY SHAWN LEADFORD 18-36450-SM-3	271.130	000	10.40
01/15/2019	AP	74426	FARM BUREAU INSURANCE	RESTITUTION	271.000	000	40.00
01/15/2019	AP	74428	GAYLORD CITY TREASURER	211D DECEMBER 2018 DISTRICT COURT MONTH END	221.000	000	219.44
01/15/2019	AP	74432	HOME DEPOT	RESTITUTION PAYMENT BY MARCUS OROURKE 15-31255-FY-3	271.130	000	20.00
01/15/2019	AP	74435	JOHN DENISON	RESTITUTION PAYMENT BY TROY WILSON 08-21680-FY-3	271.130	000	5.96
01/15/2019	AP	74437	JOHNSON OIL COMPANY	RESTITUTION	271.000	000	100.00
01/15/2019	AP	74441	KIM MOYER	RESTITUTION PAYMENT BY JENIFER PURDY 18-36253-SM-3	271.130	000	50.00
01/15/2019	AP	74443	KOHL'S	RESTITU. CUNNINGHAM, REPORT 69-3150-18	299.000	000	20.00
01/15/2019	AP	74444	KOHL'S CORPORATE LOSS PREVENTION	RESTITUTION PAYMENT BY VERONICA WALTER 17-34919-SM-3	271.130	000	25.00
01/15/2019	AP	74445	LAURA MARTIN	RESTITUTION PAYMENT BY A. DAY 16-97-DL	271.148	000	250.00

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 701 GENERAL AGENCY							
01/15/2019	AP	74446	M BANK	RESTITUTION PAYMENT BY JOY MILLER 06-18440-FY-3	271.130	000	10.00
01/15/2019	AP	74448	MARY HOLLISTER	RESTITUTION PAYMENT BY DAKOTA CHESHER 18-36687-SM-3	271.130	000	50.00
01/15/2019	AP	74449	MATTHEW GREEN	RESTITUTION	271.000	000	50.00
01/15/2019	AP	74458	OTSEGO COUNTY ROAD COMMISSION	RETITUTION PAYMENT BY KEVIN STEVENS 16-33574-SM-3	271.130	000	350.00
01/15/2019	AP	74459	PAULA DEMEREST	RESTITUTION	271.000	000	45.00
01/15/2019	AP	74462	RYAN CZYKOSKI	RESTITUTION PAYMENT BY VERONICA WALTER 16-32971-SD-3	271.130	000	34.00
01/15/2019	AP	74463	SANE	RESTITUTION PAYMENT BY TABITHA ALEXANDER 18-35953-SM-3	271.130	000	30.00
01/15/2019	AP	74464	SCOTT NAGY	RESTITUTION PAYMENT BY TROY WILSON 08-21680-FY-3	271.130	000	0.06
01/15/2019	AP	74465	SHARON KWAPIS	PURCHASES MADE BY SHARON (VOLUNTEER) FOR COMMUNITY GIVI230.001		000	790.76
01/15/2019	AP	74468	STATE OF MICHIGAN	OCT-DEC 2018	228.040	000	6,887.12
01/15/2019	AP	74469	STATE OF MICHIGAN	DECEMBER 2018 MONTH END	228.016	000	2,221.00
01/15/2019	AP	74470	STATE OF MICHIGAN	211D DECEMBER 2018 DISTRICT COURT MONTH END	228.020	000	10.00
				211D DECEMBER 2018 DISTRICT COURT MONTH END	228.030	000	195.00
				211D DECEMBER 2018 DISTRICT COURT MONTH END	228.037	000	4,101.14
				211D DECEMBER 2018 DISTRICT COURT MONTH END	228.042	000	290.00
				211D DECEMBER 2018 DISTRICT COURT MONTH END	228.057	000	195.00
				211D DECEMBER 2018 DISTRICT COURT MONTH END	228.058	000	3,304.00
				211D DECEMBER 2018 DISTRICT COURT MONTH END	228.059	000	8,228.50
				211D DECEMBER 2018 DISTRICT COURT MONTH END	228.560	000	910.00
				CHECK AP 74470 TOTAL FOR FUND 701:			17,233.64
01/15/2019	AP	74471	STATE OF MICHIGAN	DECEMBER 2018 MONTH END	228.037	000	1,217.25
				DECEMBER 2018 MONTH END	228.042	000	190.00
				DECEMBER 2018 MONTH END	228.057	000	150.00
				DECEMBER 2018 MONTH END	228.058	000	1,547.00
				DECEMBER 2018 MONTH END	228.059	000	149.26
				DECEMBER 2018 MONTH END	228.560	000	325.00
				CHECK AP 74471 TOTAL FOR FUND 701:			3,578.51
01/15/2019	AP	74472	STATE OF MICHIGAN	DECEMBER 2018 MONTH END	228.006	000	23.09
				DECEMBER 2018 MONTH END	228.037	000	90.00

CHECK DISBURSEMENT REPORT FOR COUNTY OF OTSEGO
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Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 701 GENERAL AGENCY							
				DECEMBER 2018 MONTH END	228.042	000	100.00
				DECEMBER 2018 MONTH END	228.058	000	1,490.00
				DECEMBER 2018 MONTH END	228.059	000	150.00
				DECEMBER 2018 MONTH END	228.560	000	300.00
				CHECK AP 74472 TOTAL FOR FUND 701:			<u>2,153.09</u>
01/15/2019	AP	74473	STATE OF MICHIGAN	DECEMBER 2018 MONTH END	228.005	000	10.00
01/15/2019	AP	74474	STATE OF MICHIGAN DHHS,	RESTITUTION	271.000	000	50.00
01/15/2019	AP	74478	TERESA KAPPELLER	RESTITUTION PAYMENT BY VERONICA WALTER 16-32971-SD-3	271.130	000	66.00
01/15/2019	AP	74482	TONYA KLEE-JURCZYK	RESTITUTION	271.000	000	30.00
01/15/2019	AP	74485	WAL-MART	SHOP WITH A COP PROGRAM -GIFTS PURCHASED	230.000	000	14,243.34
01/15/2019	AP	74486	WAL-MART STORES ASSET PROTECTION	RESTITUTION PAYMENT BY BRIANNA GERACI 18-35844-SM-3	271.130	000	25.15
				RESTITUTION PAYMENT BY JESSICA CLAMENT 18-36560-SM-3	271.130	000	27.10
				RESTITUTION PAYMENT BY SELENA WIRGAU 18-36567-SM-3	271.130	000	431.74
				RESTITUTION PAYMENT BY HEATHER TAPAKAYAK 18-36578-SM-3	271.130	000	21.30
				RESTITUTION PAYMENT BY JOY STEPHENS 18-36701-SM-3	271.130	000	48.85
				RESTITUTION PAYMENT BY ASHLEY STILES 18-35628-SM-3	271.130	000	21.64
				CHECK AP 74486 TOTAL FOR FUND 701:			<u>575.78</u>
01/15/2019	AP	74487	WALTER DRZEWIECKI	RESTITUTION PAYMENT BY MARCUS OROURKE 15-31255-FY-3	271.130	000	20.00
			TOTAL - ALL FUNDS	Total for fund 701 GENERAL AGENCY			50,225.20
							<u>198,653.39</u>

***-INDICATES CHECK DISTRIBUTED TO MORE THAN ONE FUND

#-INDICATES CHECK DISTRIBUTED TO MORE THAN ONE DEPARTMENT

**OTSEGO COUNTY
Board of Commissioners**



EXECUTIVE SUMMARY

AGENDA ITEM: January 22, 2019 Warrant	AGENDA DATE: January 22, 2019
AGENDA PLACEMENT: New Business, A. Financials, Item 2.	ACTION REQUESTED: Motion to Approve
STAFF CONTACT(S): Mel Maier, Finance Director	ATTORNEY REVIEW: No

BACKGROUND/DISCUSSION:

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

The January 22, 2019 warrant is in the amount of \$675,870.41. Major expenditures in the warrant include:

- \$111,442.69 – Integrity Construction Services – Library Expansion
- \$176,833.12 – Crestline Coach – Ambulance
- \$61,424.25 – Health Department - Appropriations

RECOMMENDATION:

Staff requests approval of the warrant detailed above with a total amount of \$675,870.41.

CHECK DISBURSEMENT REPORT FOR COUNTY OF OTSEGO
 CHECK DATE FROM 01/22/2019 - 01/22/2019

Check Date	Bank	Check #	Payee	Description	GL #	Amount
01/22/2019	AP	2102(E)	AMERICAN WASTE	INV # 2786228 TRASH REMOVAL AIRPORT	281-537-920.410	130.00
01/22/2019	AP	2103(E)	GORDON FOOD SERVICES - EFT	INMATE ROOM AND BOARD	101-351-726.025	493.05
		2103(E)		INMATE ROOM AND BOARD	101-351-726.030	233.07
		2103(E)		INMATE ROOM AND BOARD	101-351-930.700	6,947.49
						7,673.61
01/22/2019	AP	2104(E)	MUNICIPAL EMPLOYEES RETIREMENT SYST	DECEMBER 2018 COURT MERS	704-000-231.700	13,914.53
01/22/2019	AP	2105(E)	MUNICIPAL EMPLOYEES RETIREMENT SYST	DECEMBER 2018 COURT MERS HYBRID DEFINED CONTRIBUTION	704-000-231.700	689.58
01/22/2019	AP	2106(E)	SYSCO - EFT	INVOICE 168983489+CREDITS	101-351-930.700	1,505.14
01/22/2019	AP	2107(E)	WEST PAYMENT CENTER	DECEMBER 2018 FOC SKIP TRACING FEE	215-141-940.010	136.85
01/22/2019	AP	2108(E)	WEST PAYMENT CENTER	DECEMBER 2018 COURT SKIP TRACING FEE	101-131-940.010	126.34
01/22/2019	AP	2109(E)	WEX BANK	FUEL PURCHASES	101-301-930.660	1,700.88
		2109(E)		FUEL PURCHASES	101-302-930.660	107.67
		2109(E)		FUEL PURCHASES	101-648-930.660	40.34
		2109(E)		FUEL PURCHASES	101-721-930.660	130.87
		2109(E)		FUEL PURCHASES	205-301-930.660	219.13
		2109(E)		FUEL PURCHASES	208-751-930.660	31.81
		2109(E)		FUEL PURCHASES	208-752-930.660	31.81
		2109(E)		FUEL PURCHASES	210-651-700.000	3,225.02
		2109(E)		FUEL PURCHASES	212-430-930.660	276.32
		2109(E)		FUEL PURCHASES	249-371-930.660	56.09
		2109(E)		FUEL PURCHASES	266-901-930.660	30.04
		2109(E)		FUEL PURCHASES	281-537-930.660	38.90
						5,888.88
01/22/2019	AP	2110(E)	AMERICAN WASTE	2785982 CENTER GARBAGE BILL	208-752-920.200	7.20
		2110(E)		2787011 JANUARY	588-698-940.010	103.00
						110.20
01/22/2019	AP	2111(E)	CHARTER COMMUNICATIONS	PHONE/CABLE/INTERNET	208-751-726.000	12.08
		2111(E)		PHONE/CABLE/INTERNET	208-752-726.000	1.74
		2111(E)		TV INTERNET PHONE 1100 AERO	281-537-920.410	352.40
						366.22
01/22/2019	AP	2112(E)	CONSUMERS ENERGY	206878745978 CENTER ELECTRIC BILL	208-752-930.620	522.56
		2112(E)		CONSUMERS MULTIPLE INVOICES AIRPORT	281-537-930.620	3,538.27
						4,060.83

CHECK DISBURSEMENT REPORT FOR COUNTY OF OTSEGO
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Check Date	Bank	Check #	Payee	Description	GL #	Amount
01/22/2019	AP	2113(E)	FRONTIER	TELEPHONE	209-751-726.000	66.15
		2113(E)		TELEPHONE	209-751-930.210	169.30
		2113(E)		ACCT# 989-732-9752-032210-5 BILLING DATE 1/4/19	261-427-930.210	51.61
						287.06
01/22/2019	AP	2114(E)	PITNEY BOWES	POSTAGE - #01/06/2019	249-371-930.450	417.98
01/22/2019	AP	74489	20TH CIRCUIT COURT	18-56-DL PLACEMENT 12/1/18 TO 12/31/18	292-662-930.810	5,735.00
01/22/2019	AP	74490	ALPINE ELECTRIC	HEATED WALK MAT INSTALLATION	637-265-726.050	1,361.47
01/22/2019	AP	74491	AMERICAN WASTE	RESTITUTION PAYMNET BY MARCUS OROURKE 15-31255-FY-3	701-000-271.130	440.00
01/22/2019	AP	74492	AT&T MOBILITY	MONTHLY STATEMENT 11-12 TO DEC-11	101-301-930.230	57.51
01/22/2019	AP	74493	BAGLEY TOWNSHIP	INV# 01861500002500 1099 AERO FED EX	281-537-940.010	1,113.26
01/22/2019	AP	74494	C.F. FICK AND SONS, INC.	176244 GASOLINE	209-751-930.660	890.07
01/22/2019	AP	74495	C2AE	TRAIL	475-901-801.020	14,294.88
		74495		TRAILHEAD	476-901-801.020	2,763.74
						17,058.62
01/22/2019	AP	74496	CENTURYLINK	CURRENT NET CHARGES	261-427-930.210	142.55
01/22/2019	AP	74497	CITY OF GAYLORD	INV # 1100 AERO DRIVE WATER FOR GLR	281-537-920.200	196.34
01/22/2019	AP	74498	COUNTY EQUALIZATION SERVICES	EQUALIZATION SERVICES FOR DECEMBER	101-257-801.025	5,000.00
01/22/2019	AP	74499	CUMMINGS, MCCLOREY, DAVIS & ACHO P	SERVICES -REMITTANCE SUMMARY	280-270-801.020	1,193.50
		74499		SERVICES -REMITTANCE SUMMARY	280-270-801.020-ZONING___	2,464.50
						3,658.00
01/22/2019	AP	74500	CURTISS REPORTING CORP	TRANSCRIPT, CASE 18-36408 FY	101-267-726.000	108.65
01/22/2019	AP	74501	DUNNS	BATTERIES	101-131-726.000	27.36
		74501		2018 1231 DUNNS DEC PRINT BILL	101-257-726.000	17.59
		74501		INV AR308180 & AR308454, TONER, ORGANIZER	101-267-726.000	207.24
		74501		INVOICE #AR308984, COPIER CONTRACT MONTH END 12/01/18 - 12/31/18	101-682-920.410	25.28
		74501		DECEMBER 2018 FOC COPY MACHINE COPIES & MAINTENANCE AGR 215-141-920.520		46.75
		74501		INVOICE #AR308984, COPIER CONTRACT MONTH END 12/01/18 - 12/31/18	232-690-920.410	25.28
						349.50
01/22/2019	AP	74502	EARTHWORKS ENTERPRISES INC	INVOICE #21364, 12/31/2018	226-528-940.010-PROG000000	204.00
01/22/2019	AP	74503	ELLIE PANCI	SUPPLIES FOR VICTIMS, CUPS & COFFEE CLEANER	101-267-930.983	17.98

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Check Date	Bank	Check #	Payee	Description	GL #	Amount
01/22/2019	AP	74504	EMMET COUNTY DPW	RECYCLING	226-528-940.010-PROG000000	27,110.40
01/22/2019	AP	74505	FEDERAL FLUID POWER INC	INV# 25035 SEALS FOR SNOW REMOVAL EQUIPMENT	281-537-920.400	39.03
01/22/2019	AP	74506	GARCIA CLINICAL LABORATORY	INMATE LABS #46306	101-351-726.035	36.50
01/22/2019	AP	74507	GAYLORD DRY CLEANERS	DECEMBER DRY CLEANING	101-301-920.410	60.00
		74507		DECEMBER DRY CLEANING	101-302-920.410	20.00
		74507		DECEMBER DRY CLEANING	101-334-920.410	20.00
		74507		DECEMBER DRY CLEANING	101-351-920.410	59.00
		74507		DECEMBER DRY CLEANING	205-301-920.410	20.00
						179.00
01/22/2019	AP	74508	GAYLORD VETERINARY SERVICES	DEC 2018	212-430-726.035	524.34
		74508		DEC 2018	212-430-930.980	420.00
						944.34
01/22/2019	AP	74509	GENESEE COUNTY MEDICAL EXAMINER	OTSEGO AUTOPSY	101-648-930.920	2,551.00
01/22/2019	AP	74510	GILL ROYS HARDWARE	CIVIL SUPPLIES	101-302-726.000	29.96
		74510		MULTIPLE INVOICES GILROYS	281-537-920.400	180.24
						210.20
01/22/2019	AP	74511	GONZALEZ, NICHOLS & NICHOLS PLLC	STIPULATION CONFERENCE ON 12/31/18 & HEARING ON 1/4/19	101-131-801.022	150.00
01/22/2019	AP	74512	GRAND TRAVERSE MOBILE COMMUNICATION	INV# 51200, 12/28/2018, DUE 1/27/2019	594-806-801.030	664.75
01/22/2019	AP	74513	HOWARD L SHIFMAN PC	ATTORNEY-CLIENT COMMUNICATIONS	280-270-801.020	989.00
01/22/2019	AP	74514	IMAGE FACTORY INC	MULADORE BUSINESS CARDS	101-301-726.000	125.00
01/22/2019	AP	74515	IMPREST CASH, OTSEGO COUNTY AIRPORT	MISCELLANEOUS PARTS & PILOT NEEDS	281-537-726.000	126.58
01/22/2019	AP	74516	INSTITUTE OF CONTINUING LEGAL EDUCA	2018 UPDATE - MI MODEL CRIMINAL JURY INSTRUCTIONS	101-131-726.200	396.50
01/22/2019	AP	74517	INTEGRITY CONSTRUCTION SERVICES LLC	PERIOD 16 TO 12/31/2018, APPLICATION 014	472-901-970.300	111,442.69
01/22/2019	AP	74518	JENNIFER BOYER	18-5536-FH PEOPLE V LAWRENCE J KOPKA TRANSCRIPTS	101-131-801.030	61.10
01/22/2019	AP	74519	JOEL MERO	COUNTY BURIAL ALLOWANCE, SURVIVING SPOUSE OF VETERAN	101-681-930.960	300.00
01/22/2019	AP	74520	JOY VALLEY COUNSELING	PRE EMPLOY PSYCH TEST	101-301-940.010	450.00
01/22/2019	AP	74521	KERRIE JO DAENZER	GUARDIAN REVIEW ON 12/27/18	101-131-930.500	28.50
		74521		GUARDIAN REVIEW ON 12/27/18	101-131-930.830	30.00
						58.50

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01/22/2019	AP	74522	LANGUAGE LINE SERVICES	9020508040 - MANDARIN INTERPRETER ON 12/6/18	101-131-940.010	157.97
01/22/2019	AP	74523	LYNNETTE J. KELLNER	GUARDIAN REVIEW ON 12/27/18	101-131-930.500	6.00
		74523		GUARDIAN REVIEW ON 12/27/18	101-131-930.830	30.00
						<u>36.00</u>
01/22/2019	AP	74524	MAKE IT MINE DESIGN	CORRECTIONS NAME TAPES/HATS #6111/6121	101-351-726.046	264.00
01/22/2019	AP	74525	MARGARET E ALLEN	DEFERRAL HEARING ON 9/21/18	101-131-801.022	75.00
01/22/2019	AP	74526	MCCARDEL CULLIGAN	OCT/DEC 2018 BOTTLED WATER AND DELIVERY FEES	647-851-704.112	83.00
01/22/2019	AP	74527	MGT OF AMERICA CONSULTING, INC	INV 34743; OCT-DEC '18 DHS-286 BILLINGS	101-268-920.410	1,100.00
01/22/2019	AP	74528	MICHIGAN SHERIFFS ASSOCIATION	2019 DUES	101-301-930.600	750.00
01/22/2019	AP	74529	MICHIGAN STATE POLICE BFS-CASHIERS	DECEMBER SOR FEES	701-000-228.018	210.00
01/22/2019	AP	74530	MICHIGAN STATE POLICE BFS-CASHIERS	DECEMBER LIVESCAN FEES	701-000-228.017	210.00
01/22/2019	AP	74531	MISTER T'S GLASS	MIRROR TRANSPARENT TEMPERED GLASS - MIDC JAIL CONSTRUCT	260-131-801.021	7,888.00
01/22/2019	AP	74532	NETWORKFLEET INC	DECEMBER MONTHLY SERVICE	101-301-920.410	75.80
		74532		DECEMBER MONTHLY SERVICE	101-302-920.410	18.95
		74532		DECEMBER MONTHLY SERVICE	101-334-920.410	18.95
		74532		DECEMBER MONTHLY SERVICE	101-351-920.410	18.95
						<u>132.65</u>
01/22/2019	AP	74533	NORTH EXCAVATING & ASPHALTING	SNOW REMOVAL	226-528-940.010-PROG000000	420.00
01/22/2019	AP	74534	NORTHERN MICHIGAN REVIEW	ACCT # 181573, 185818, INV# 123118 12/31/2018	101-101-930.300	120.26
		74534		123118	208-752-930.300	385.40
		74534		2018 BUDGET-ADVERTISEMENT-#181571, 123118	249-371-930.300	97.13
		74534		ACCT # 181573, 185818, INV# 123118 12/31/2018	266-901-970.420	78.63
						<u>681.42</u>
01/22/2019	AP	74535	OMH MEDICAL GROUP & MEDCAR WALKIN	PRE EMPLOYMENT PHYSICAL	101-301-940.010	106.00
		74535		PRE EMPLOYMENT PHYSICAL	645-201-940.010	65.00
						<u>171.00</u>
01/22/2019	AP	74536	OMS COMPLIANCE SERVICES INC	PREEMPLOY DRUG TEST	101-301-940.010	80.00
		74536		NON DOT PREEMPLOYMENT DRUG SCREEN	645-201-940.010	80.00
						<u>160.00</u>
01/22/2019	AP	74537	OTSEGO COUNTY BUS SYSTEM	INVOICE 19-00008483 69-3 L-O-F ROTATE TIRES	101-301-920.400	58.50

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01/22/2019	AP	74538	PAUL BEACHNAU	EMPLOYEE TRAVEL EXPENSE VOUCHER	101-101-703.040	150.00
		74538		EMPLOYEE TRAVEL EXPENSE VOUCHER	101-101-930.500	3.00
						153.00
01/22/2019	AP	74539	PENGUIN MANAGEMENT INC	DISPATCHES	261-901-970.435	238.00
01/22/2019	AP	74540	PINEVIEW HOMES	15-90-DL PLACEMENT 12/1/18 TO 12/31/18	292-662-930.810	6,477.76
01/22/2019	AP	74541	PITNEY BOWES INC-SUPPLIES	ACCT 0011149009; INV 3307616333; LEASE 9/30 - 12/29/18	101-267-920.410	303.44
		74541		ACCT 0011149009; INV 3307616333; LEASE 9/30 - 12/29/18	101-268-920.410	151.72
						455.16
01/22/2019	AP	74542	PRESQUE ISLE ELECTRIC AND GAS CO-OP	GAS BILL	209-751-930.610	195.39
01/22/2019	AP	74543	PRESQUE ISLE NEWSPAPERS	J-17-117-NA LEGAL PUBLICATION	101-131-930.450	61.50
01/22/2019	AP	74544	PROSECUTING ATTORNEYS ASSOCIATION M	PACC/PAAM 2019 DUES, LIC & SUPPORT FEE	101-267-930.600	4,609.00
01/22/2019	AP	74545	REDWOOD TOXICOLOGY LABORATORY INC	DECEMBER 2018 ADULT COURT DRUG TESTING	101-131-940.010	34.00
01/22/2019	AP	74546	RESERVE ACCOUNT	4TH QUARTER (OCT-DEC) 2018 POSTAGE METER FILL - 1ST FLOOR	101-131-930.450	2,151.97
		74546		4TH QUARTER (OCT-DEC) 2018 POSTAGE METER FILL - 1ST FLOOR	215-141-930.450	1,547.20
		74546		4TH QUARTER (OCT-DEC) 2018 POSTAGE METER FILL - 1ST FLOOR	292-662-930.450	555.18
						4,254.35
01/22/2019	AP	74547	RONALD KORONKA	SNOW PLOWING ROCK ROAD; NOV & DEC 2018	226-528-940.010-PROG000000	215.00
01/22/2019	AP	74548	SATELLITE TRACKING OF PEOPLE LLC	DECEMBER 2018 JUVENILE TETHER	292-662-940.010	109.25
01/22/2019	AP	74549	SAULT STE MARIE TRIBE - CHIPPEWA IN	15-19-DL PLACEMENT 12/18/18 TO 12/23/18	292-662-930.810	600.00
01/22/2019	AP	74550	SECURUS TECHNOLOGIES T-NETIX	INMATE PHONE PURCHASE #IDA00054507+53671	101-351-930.210-INMT000000	6,738.00
01/22/2019	AP	74551	SHERRY S HUFF	EMPLOYEE TRAVEL EXPENSE VOUCHER	290-670-703.040	50.00
		74551		EMPLOYEE TRAVEL EXPENSE VOUCHER	290-670-930.500	20.00
						70.00
01/22/2019	AP	74552	SIDOCK GROUP INC	INV# 515747,A-23 & 24	472-901-801.020	2,848.00
01/22/2019	AP	74553	STANDARD ELECTRIC COMPANY	INV # 9546070-01 FED SIG LP4 STANDARD ELEC	281-537-920.400	54.08
01/22/2019	AP	74554	STAPLES BUSINESS CREDIT	ACCOUNT PAYMENT	101-000-106.000	329.45
		74554		ACCOUNT PAYMENT	101-101-726.000	52.14
		74554		COPY PAPER, FLAIR PENS	101-131-726.000	253.63
		74554		TONER, RUBBER BANDS, HAND WASH	101-131-726.025	15.96

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		74554		ACCOUNT PAYMENT	101-721-726.000	12.14
		74554		ACCOUNT PAYMENT	249-371-726.000	5.20
		74554		ACCOUNT PAYMENT	637-265-726.000	8.67
		74554		ACCOUNT PAYMENT	645-172-726.000	130.01
						807.20
01/22/2019	AP	74555	SWANSON SERVICES GROUP	INMATE COMMISSARY#1954266-10412221/CR1380117/1382203/137770595-351-726.000		10,101.77
01/22/2019	AP	74556	TELE-RAD	HARDWARE	261-901-970.435	2,076.25
01/22/2019	AP	74557	TELEPHONE SUPPORT SYSTEMS INC	12/27/18 SERVICE CALL - REPAIR JUDGE COOPERS TELEPHONE	101-131-920.400	88.20
		74557		INV 42562; SERVICE ON BPC'S PHONE	101-267-940.010	88.20
		74557		PROGRAMMING	101-301-920.410	61.14
		74557		PROGRAMMING	101-302-920.410	9.02
		74557		PROGRAMMING	101-331-920.410	9.02
		74557		PROGRAMMING	101-336-920.410	9.02
		74557		PROGRAMMING	594-170-626.041	88.20
		74557		PROGRAMMING	645-172-940.010	88.20
						441.00
01/22/2019	AP	74558	THOMSON WEST	ACCT 1000715367; INV 839450249 & 839450248	101-267-726.200	169.06
		74558		INV 839533626; ACCT 100715367	101-267-801.020	346.70
		74558		ACCT 1000242483; INV 83921158; CLEAR CHGS	101-268-726.200	200.97
						716.73
01/22/2019	AP	74559	TOPCOMP COMPUTER SOFTWARE SERVICES	2018 1231 TOPCOMP DEC BILL	618-447-920.410	1,300.00
01/22/2019	AP	74560	TOTAL COMMUNICATION SERVICES LLC	DEC 2018 DAILY AUDIT	594-806-801.030	1,989.00
01/22/2019	AP	74561	UNEMPLOYMENT CONSULTANTS INC	ANNUAL CONTINGENT FEE DUE-10% OF SAVINGS	704-000-228.027	1,221.00
01/22/2019	AP	74562	UNEMPLOYMENT INSURANCE AGENCY, INC	LETTER ID# L0050206478 EAN#0805137 000 OTSEGO COUNTY	704-000-228.027	17,780.96
01/22/2019	AP	74563	UNIFIRST CORPORATION	CARPET RENTAL INV # 1530050053	281-537-920.410	45.89
01/22/2019	AP	74564	VERIZON WIRELESS	INV 9820237960; ACCT 842184815-0001	101-267-930.230	51.27
01/22/2019	AP	74565	WADE TRIM INC	INV# 3011464, 12/13/18 OTSEGO LK INLET STRUCTURE	499-901-970.300-DRAIN00000	849.44
01/22/2019	AP	74566	WASH N GO MANAGEMENT INC	DEC 2018	212-430-920.410	18.00
01/22/2019	AP	74567	WINN TELECOM	TELEPHONE CHARGES	261-427-930.210	61.32
01/22/2019	AP	74568	WMJZ EAGLE 101.5	SNOWMOBILE	101-101-930.300	495.00
01/22/2019	AP	74569	ADELINE DENISON	FOSTER CARE *SEPARATE CK FOR BOOKS	701-000-230.002	258.34

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01/22/2019	AP	74570	ADVANCED CORRECTIONAL HEALTHCARE	INMATE HEALTH CARE #81252	101-351-930.470	3,680.00
01/22/2019	AP	74571	AIRNAV. LLC	INV # 1984013 AIRNAV LISTING FOR GLR	281-537-930.300	425.00
01/22/2019	AP	74572	BENISTAR HARTFORD - 6795	BENEFIT PAYMENT	647-851-704.110	7,702.45
01/22/2019	AP	74573	BILL MARSH FORD GAYLORD	69-3 INVOICE 913426	101-301-726.050	342.86
01/22/2019	AP	74574	BLUE CROSS BLUE SHIELD OF MICHIGAN	COVERAGE 2-01-19 THRU 2-28-19	647-851-704.110	18,367.53
01/22/2019	AP	74575	BRUCE TILLINGER	SERVICES 01/04/19 THRU 01/15/19	249-371-801.027	1,220.00
		74575		SERVICES 01/04/19 THRU 01/15/19	249-371-801.028	770.00
						1,990.00
01/22/2019	AP	74576	CATHERINE ISBELL	18-93-DL TRANSPORT ON 1/4/19	101-134-930.500	191.40
		74576		18-93-DL TRANSPORT ON 1/4/19	101-134-940.010	75.00
		74576		18-93-DL TRANSPORT ON 1/4/19	292-662-930.500	43.50
		74576		18-93-DL TRANSPORT ON 1/4/19	292-662-930.830	21.00
						330.90
01/22/2019	AP	74577	CENTRAL MICHIGAN RAILWAY	INV# 0008921-IN 12/12/2018	594-228-930.240	250.00
01/22/2019	AP	74578	CHARLES ISBELL	18-93-DL TRANSPORT ON 1/4/19	101-134-940.010	75.00
		74578		18-93-DL TRANSPORT ON 1/4/19	292-662-930.830	21.00
						96.00
01/22/2019	AP	74579	CITY OF GAYLORD	001254-0000-02 DECEMBER	588-697-920.200	58.66
01/22/2019	AP	74580	CORE TECHNOLOGY CORPORATION	TALON SUPPORT JAN 2018-DEC 2018	101-301-801.020	311.72
		74580		TALON SUPPORT JAN 2018-DEC 2018	101-302-920.410	69.28
		74580		TALON SUPPORT JAN 2018-DEC 2018	101-334-920.410	34.64
		74580		TALON SUPPORT JAN 2018-DEC 2018	101-351-801.020	346.36
						762.00
01/22/2019	AP	74581	CORECOMM	115039078 - JANUARY 2019 COURT INTERNET	101-131-930.210	21.95
01/22/2019	AP	74582	CRESTLINE COACH, LTD	QUOTATION SUMMARY: US SUMMIT 170 SU-11925	245-000-198.210-AMB0000000	176,833.12
01/22/2019	AP	74583	DARNELL RACING ENTERPRISES INC	DEPOSIT FOR 2019 AIRHSOW AFTERSHOCK	282-537-940.010	3,250.00
01/22/2019	AP	74584	DUNNS	CIVIL OFFICE RECEIVED DATE STAMP	101-131-726.000	100.00
		74584		INV. AR312583; ACCT DUN-406; TONER	101-267-726.000	69.99
		74584		CORRECTIONS- SUPPLIES	101-351-726.000	60.66
		74584		TONER- WORK CAMP	205-301-726.000	86.99

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		74584		SUPPLIES	208-752-726.000	216.50
		74584		TAPE, POST IT FLAGS	215-141-726.000	94.90
		74584		SUPPLIES - #AR311237	249-371-726.000	1,295.87
		74584		AR310766 COIN ENV., TRASH BAGS, LAMINATING POUCHES	588-697-726.000	62.43
		74584		AR310766 COIN ENV., TRASH BAGS, LAMINATING POUCHES	588-698-726.025	59.99
						<hr/> 2,047.33
01/22/2019	AP	74585	EMPIRIC SOLUTIONS INC	CONTRACT SERVICE	101-131-801.020	904.15
		74585		CONTRACT SERVICE	101-228-801.030	6,990.85
		74585		CONTRACT SERVICE	594-806-940.010	1,775.00
						<hr/> 9,670.00
01/22/2019	AP	74586	EUGENE SKIBA	WITN FEE, MILEAGE 1-10-19 PRELIM	101-267-930.940	8.50
01/22/2019	AP	74587	FRIEND OF THE COURT ASSOCIATION	MARIA COGER - FOC 2019 WINTER CONFERENCE FEE	215-141-704.400	200.00
01/22/2019	AP	74588	FRIEND OF THE COURT ASSOCIATION	MARIA COGER - 2019 ASSOCIATION DUES	215-141-930.600	125.00
01/22/2019	AP	74589	GAYLORD AREA CHAMBER OF COMMERCE	2019 MEMEBERSHIP	101-729-930.600	1,500.00
		74589		GAYLORD CHAMBER MEMBERSHIP	282-537-930.300	180.00
						<hr/> 1,680.00
01/22/2019	AP	74590	GAYLORD DRY CLEANERS	2018 LOT RENT	101-301-920.410	117.00
		74590		2018 LOT RENT	101-302-920.410	89.00
		74590		2018 LOT RENT	101-334-920.410	27.00
		74590		2018 LOT RENT	101-351-920.410	117.00
		74590		2018 LOT RENT	637-265-920.410	350.00
						<hr/> 700.00
01/22/2019	AP	74591	GILL ROYS HARDWARE	WORK CAMP SUPPLIES	205-301-726.000	8.59
		74591		MULTIPLE INVOICES GILLROY'S	281-537-920.400	79.68
						<hr/> 88.27
01/22/2019	AP	74592	GRAYLING CHAMBER OF COMMERCE	GRAYLING CHAMBER MEMBERSHIP	282-537-930.300	250.00
01/22/2019	AP	74593	GREAT LAKES ENERGY	264710002	209-751-930.620	300.80
01/22/2019	AP	74594	HEALTH DEPT OF NORTHWEST MI	INV# 2597, APPROPRIATIONS	101-601-940.010	61,424.25
01/22/2019	AP	74595	IMAGE FACTORY INC	INSPECTION LABELS - #44508	249-371-726.000	352.00
01/22/2019	AP	74596	INSTITUTE OF CONTINUING LEGAL EDUCA	2019/2020 ONLINE MI MODEL CRIMINAL JURY INSTRUCTIONS	101-131-726.200	243.00
01/22/2019	AP	74597	JOHNSON OIL COMPANY	CORRECTIONS VAN EXHAUST/BRAKES/TIRES	101-351-920.400	1,033.64

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		74597		DIESEL FUEL 468 GALLONS #463889	281-537-930.662	1,787.47
		74597		CL39484 FUEL	588-699-930.660	5,285.17
						8,106.28
01/22/2019	AP	74598	LEONARD FERRY	WITN FEE, MILEAGE = 1-10-19 PRELIM	101-267-930.940	9.70
01/22/2019	AP	74599	MAKE IT MINE DESIGN	CORRECTIONS/WRIGHT EMBROIDERY	101-301-726.046	10.00
		74599		CORRECTIONS/WRIGHT EMBROIDERY	101-351-726.046	10.00
						20.00
01/22/2019	AP	74600	MARILYN WILLITS	WITN FEE, MILEAGE 1-10-19 PRELIM	101-267-930.940	8.50
01/22/2019	AP	74601	MARVAC	MARV92088074 PARK AD	208-751-930.300	565.00
01/22/2019	AP	74602	MCCARDEL CULLIGAN	2019 JURY ROOM COOLER RENT	101-131-726.000	81.00
		74602		JAN COOLER RENTAL	647-851-704.112	8.00
						89.00
01/22/2019	AP	74603	MEYER ACE	25391 STOCK & HUMID. FILTER	588-698-726.025	21.99
		74603		25391 STOCK & HUMID. FILTER	588-699-726.050	44.95
						66.94
01/22/2019	AP	74604	MICH ASSOC OF TREATMENT COURT PROF.	HON MICHAEL COOPER & ABE CRUZ 2019 MATCP CONFERENCE FEE	101-133-704.400	610.00
01/22/2019	AP	74605	MICHIGAN ASSESSORS ASSOCIATION	2019 0108 MAA DUES MARK & DEREK	101-257-930.600	180.00
01/22/2019	AP	74606	MICHIGAN ASSOCIATION OF COUNTIES	2019 MAC COUNTY DUES	101-105-930.601	11,099.28
01/22/2019	AP	74607	MICHIGAN ASSOCIATION OF EQUALIZATIO	2019 0107 MAED DUES	101-257-930.600	100.00
01/22/2019	AP	74608	MICHIGAN DEPARTMENT OF TREASURY	2019 0108 PRINC OF APP DEREK	101-257-704.400	250.00
01/22/2019	AP	74609	MISS DIG SYSTEM INC	INVOICE #20191154, 12/3/2018, ANNUAL FEES	594-228-801.025	515.70
01/22/2019	AP	74610	MOTORCYCLE SAFETY FOUNDATION	MOTORCYCLE SAFETY INSURANCE PLAN AGREEMENT	101-332-930.100	500.00
01/22/2019	AP	74611	MSUE BUSINESS OFFICE	FIRST QUARTER MOA 2019 WORK PLAN PAYMENT	101-261-940.010	10,816.25
01/22/2019	AP	74612	NATIONAL ASSOCIATION OF COUNTIES	MEMBERSHIP FOR 1-1-2019 -12-31-2019	101-101-930.600	483.00
01/22/2019	AP	74613	NEMCOG	MEMBERSHIP SERVICES FY19	101-105-930.606	9,528.10
01/22/2019	AP	74614	NMCOA	MEMBERSHIP APPLICATION-2019 JAMES MOUCH	249-371-930.600	200.00
01/22/2019	AP	74615	NORTHERN MICHIGAN REVIEW	596874 ADS FOR EMPLOYEES	588-697-930.300	144.00
01/22/2019	AP	74616	OCNET	OCNET CONNECTIVITY	101-864-930.240	800.00

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		74616		8520 OCNET CONNECTIVITY	208-752-726.000	59.95
		74616		OCNET CONNECTIVITY	261-427-930.240	200.00
						1,059.95
01/22/2019	AP	74617	ONSOLVE, LLC	CODE RED EXTENSION	261-901-970.435	10,500.00
01/22/2019	AP	74618	OTSEGO COUNTY ROAD COMMISSION	MDEQ 2019 STREAM GAUGING	101-445-930.999	4,390.00
01/22/2019	AP	74619	OTSEGO COUNTY TITLE	INV# GYL18-10257342 TITLE FEE PROJECT 18-2017, CDBG P.I. FUNDS 233-690-940.010		295.00
01/22/2019	AP	74620	PROTECTION ONE	1/28/19 TO 2/17/19 ADMIN/PA WING MONITORING	101-131-940.010	85.89
		74620		1/28/19 TO 2/17/19 ADMIN/PA WING MONITORING	101-267-920.410	25.05
		74620		1/28/19 TO 2/17/19 ADMIN/PA WING MONITORING	101-267-930.983	3.58
		74620		1/28/19 TO 2/27/19 FOC WING MONITORING	215-141-940.010	45.80
						160.32
01/22/2019	AP	74621	PUMMILL BUSINESS FORMS	2019 0114 PROMARK PPSS	101-257-726.000	469.85
01/22/2019	AP	74622	QUILL CORPORATION	TONER	215-141-726.000	319.98
01/22/2019	AP	74623	RENEA DERENZY	COUNTY BURIAL ALLOWANCE, VETERAN	101-681-930.960	300.00
01/22/2019	AP	74624	RONS WRECKER	137026 BUS #16	588-699-940.010	445.00
01/22/2019	AP	74625	SARA SCHMIDT	FACE TISSUE, CALENDARS	101-267-726.000	13.10
01/22/2019	AP	74626	SPARTAN STORES LLC	016324 - JUVENILE YES PROGRAM SUPPLIES	292-662-726.000	37.95
01/22/2019	AP	74627	STAPLES BUSINESS CREDIT	COPY PAPER, TONER, STICKY NOTES	215-141-726.000	365.34
01/22/2019	AP	74628	TELE-RAD	ANNUAL BILLING 2019	261-427-920.410	21,461.76
01/22/2019	AP	74629	ULLIANCE INC	DECEMBER EAP	101-131-704.110	78.33
		74629		DECEMBER EAP	101-133-704.110	5.49
		74629		DECEMBER EAP	101-148-704.110	5.49
		74629		DECEMBER EAP	215-141-704.110	38.43
		74629		DECEMBER EAP	292-662-704.110	15.00
		74629		DECEMBER EAP	647-851-704.110	592.92
						735.66
01/22/2019	AP	74630	US POSTAL SERVICE	ACCT# 41665563 (REFILL POSTAGE METER)	101-000-103.000	2,000.00
01/22/2019	AP	74631	US POSTAL SERVICE	POST OFFICE BOX 1396 AIRPORT	281-537-920.410	204.00
01/22/2019	AP	74632	VISION SERVICE PLAN (VSP)	CURRENT CHARGES FOR JANUARY 2019	647-851-704.110	1,586.66
01/22/2019	AP	74633	WAYNE BENTLEY	JANUARY 2019 WEEKEND DRUG TESTER: JAN 6, 12, 13	101-133-940.010	120.00

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Check Date	Bank	Check #	Payee	Description	GL #	Amount
01/22/2019	AP	74634	WILBER AUTOMOTIVE SUPPLY INC	134472 STOCK	588-699-726.050	17.72
01/22/2019	AP	74635	WINN TELECOM	989-705-1786 JANUARY	588-697-930.210	262.36
01/22/2019	AP	74636	87- A DISTRICT	DECEMBER 2018 GARNISHMENT & CREDIT CARD FEES	101-131-930.150	1,436.43
			TOTAL - ALL FUNDS	TOTAL OF 161 CHECKS		675,870.41

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Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 101 GENERAL FUND							
01/22/2019	AP	2103(E)	GORDON FOOD SERVICES - EFT	INMATE ROOM AND BOARD	726.025	351	493.05
				INMATE ROOM AND BOARD	726.030	351	233.07
				INMATE ROOM AND BOARD	930.700	351	6,947.49
				CHECK AP 2103(E) TOTAL FOR FUND 101:			<u>7,673.61</u>
01/22/2019	AP	2106(E)	SYSCO - EFT	INVOICE 168983489+CREDITS	930.700	351	1,505.14
01/22/2019	AP	2108(E)	WEST PAYMENT CENTER	DECEMBER 2018 COURT SKIP TRACING FEE	940.010	131	126.34
01/22/2019	AP	2109(E)*#	WEX BANK	FUEL PURCHASES	930.660	301	1,700.88
				FUEL PURCHASES	930.660	302	107.67
				FUEL PURCHASES	930.660	648	40.34
				FUEL PURCHASES	930.660	721	130.87
				CHECK AP 2109(E) TOTAL FOR FUND 101:			<u>1,979.76</u>
01/22/2019	AP	74492	AT&T MOBILITY	MONTHLY STATEMENT 11-12 TO DEC-11	930.230	301	57.51
01/22/2019	AP	74498	COUNTY EQUALIZATION SERVICES	EQUALIZATION SERVICES FOR DECEMBER	801.025	257	5,000.00
01/22/2019	AP	74500	CURTISS REPORTING CORP	TRANSCRIPT, CASE 18-36408 FY	726.000	267	108.65
01/22/2019	AP	74501*#	DUNNS	BATTERIES	726.000	131	27.36
				2018 1231 DUNNS DEC PRINT BILL	726.000	257	17.59
				INV AR308180 & AR308454, TONER, ORGANIZER	726.000	267	207.24
				INVOICE #AR308984, COPIER CONTRACT MONTH END 12/01/18 - 12/31/19	1920.410	682	25.28
				CHECK AP 74501 TOTAL FOR FUND 101:			<u>277.47</u>
01/22/2019	AP	74503	ELLIE PANCI	SUPPLIES FOR VICTIMS, CUPS & COFFEE CLEANER	930.983	267	8.99
				SUPPLIES FOR VICTIMS, CUPS & COFFEE CLEANER	930.983	267	8.99
				CHECK AP 74503 TOTAL FOR FUND 101:			<u>17.98</u>
01/22/2019	AP	74506	GARCIA CLINICAL LABORATORY	INMATE LABS #46306	726.035	351	36.50
01/22/2019	AP	74507*#	GAYLORD DRY CLEANERS	DECEMBER DRY CLEANING	920.410	301	60.00
				DECEMBER DRY CLEANING	920.410	302	20.00
				DECEMBER DRY CLEANING	920.410	334	20.00
				DECEMBER DRY CLEANING	920.410	351	59.00
				CHECK AP 74507 TOTAL FOR FUND 101:			<u>159.00</u>

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Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 101 GENERAL FUND							
01/22/2019	AP	74509	GENESEE COUNTY MEDICAL EXAMINER	OTSEGO AUTOPSY	930.920	648	1,248.00
				OTSEGO AUTOPSY	930.920	648	1,303.00
				CHECK AP 74509 TOTAL FOR FUND 101:			<u>2,551.00</u>
01/22/2019	AP	74510*#	GILL ROYS HARDWARE	CIVIL SUPPLIES	726.000	302	29.96
01/22/2019	AP	74511	GONZALEZ, NICHOLS & NICHOLS PLLC	STIPULATION CONFERENCE ON 12/31/18 & HEARING ON 1/4/19	801.022	131	150.00
01/22/2019	AP	74514	IMAGE FACTORY INC	MULADORE BUSINESS CARDS	726.000	301	125.00
01/22/2019	AP	74516	INSTITUTE OF CONTINUING LEGAL EDUCA	2018 UPDATE - MI MODEL CRIMINAL JURY INSTRUCTIONS	726.200	131	396.50
01/22/2019	AP	74518	JENNIFER BOYER	18-5536-FH PEOPLE V LAWRENCE J KOPKA TRANSCRIPTS	801.030	131	61.10
01/22/2019	AP	74519	JOEL MERO	COUNTY BURIAL ALLOWANCE, SURVIVING SPOUSE OF VETERAN	930.960	681	300.00
01/22/2019	AP	74520	JOY VALLEY COUNSELING	PRE EMPLOY PSYCH TEST	940.010	301	450.00
01/22/2019	AP	74521	KERRIE JO DAENZER	GUARDIAN REVIEW ON 12/27/18	930.500	131	28.50
				GUARDIAN REVIEW ON 12/27/18	930.830	131	30.00
				CHECK AP 74521 TOTAL FOR FUND 101:			<u>58.50</u>
01/22/2019	AP	74522	LANGUAGE LINE SERVICES	9020508040 - MANDARIN INTERPRETER ON 12/6/18	940.010	131	157.97
01/22/2019	AP	74523	LYNNETTE J. KELLNER	GUARDIAN REVIEW ON 12/27/18	930.500	131	6.00
				GUARDIAN REVIEW ON 12/27/18	930.830	131	30.00
				CHECK AP 74523 TOTAL FOR FUND 101:			<u>36.00</u>
01/22/2019	AP	74524	MAKE IT MINE DESIGN	CORRECTIONS NAME TAPES/HATS #6111/6121	726.046	351	264.00
01/22/2019	AP	74525	MARGARET E ALLEN	DEFERRAL HEARING ON 9/21/18	801.022	131	75.00
01/22/2019	AP	74527	MGT OF AMERICA CONSULTING, INC	INV 34743; OCT-DEC '18 DHS-286 BILLINGS	920.410	268	1,100.00
01/22/2019	AP	74528	MICHIGAN SHERIFFS ASSOCIATION	2019 DUES	930.600	301	750.00
01/22/2019	AP	74532#	NETWORKFLEET INC	DECEMBER MONTHLY SERVICE	920.410	301	75.80
				DECEMBER MONTHLY SERVICE	920.410	302	18.95
				DECEMBER MONTHLY SERVICE	920.410	334	18.95
				DECEMBER MONTHLY SERVICE	920.410	351	18.95
				CHECK AP 74532 TOTAL FOR FUND 101:			<u>132.65</u>

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Fund: 101 GENERAL FUND							
01/22/2019	AP	74534*#	NORTHERN MICHIGAN REVIEW	ACCT # 181573, 185818, INV# 123118 12/31/2018	930.300	101	120.26
01/22/2019	AP	74535*#	OMH MEDICAL GROUP & MEDCAR WALKIN	PRE EMPLOYMENT PHYSICAL	940.010	301	106.00
01/22/2019	AP	74536*#	OMS COMPLIANCE SERVICES INC	PREEMPLOY DRUG TEST	940.010	301	80.00
01/22/2019	AP	74537	OTSEGO COUNTY BUS SYSTEM	INVOICE 19-00008483 69-3 L-O-F ROTATE TIRES	920.400	301	58.50
01/22/2019	AP	74538	PAUL BEACHNAU	EMPLOYEE TRAVEL EXPENSE VOUCHER	703.040	101	150.00
				EMPLOYEE TRAVEL EXPENSE VOUCHER	930.500	101	3.00
				CHECK AP 74538 TOTAL FOR FUND 101:			<u>153.00</u>
01/22/2019	AP	74541#	PITNEY BOWES INC-SUPPLIES	ACCT 0011149009; INV 3307616333; LEASE 9/30 - 12/29/18	920.410	267	303.44
				ACCT 0011149009; INV 3307616333; LEASE 9/30 - 12/29/18	920.410	268	151.72
				CHECK AP 74541 TOTAL FOR FUND 101:			<u>455.16</u>
01/22/2019	AP	74543	PRESQUE ISLE NEWSPAPERS	J-17-117-NA LEGAL PUBLICATION	930.450	131	61.50
01/22/2019	AP	74544	PROSECUTING ATTORNEYS ASSOCIATION M	PACC/PAAM 2019 DUES, LIC & SUPPORT FEE	930.600	267	4,609.00
01/22/2019	AP	74545	REDWOOD TOXICOLOGY LABORATORY INC	DECEMBER 2018 ADULT COURT DRUG TESTING	940.010	131	34.00
01/22/2019	AP	74546*#	RESERVE ACCOUNT	4TH QUARTER (OCT-DEC) 2018 POSTAGE METER FILL - 1ST FLOOR	930.450	131	2,151.97
01/22/2019	AP	74550	SECURUS TECHNOLOGIES T-NETIX	INMATE PHONE PURCHASE #IDA00054507+53671	930.210	351	6,738.00
01/22/2019	AP	74554*#	STAPLES BUSINESS CREDIT	ACCOUNT PAYMENT	106.000	000	329.45
				ACCOUNT PAYMENT	726.000	101	52.14
				COPY PAPER, FLAIR PENS	726.000	131	215.68
				TONER, RUBBER BANDS, HAND WASH	726.000	131	37.95
				TONER, RUBBER BANDS, HAND WASH	726.025	131	15.96
				ACCOUNT PAYMENT	726.000	721	12.14
				CHECK AP 74554 TOTAL FOR FUND 101:			<u>663.32</u>
01/22/2019	AP	74557*#	TELEPHONE SUPPORT SYSTEMS INC	12/27/18 SERVICE CALL - REPAIR JUDGE COOPERS TELEPHONE	920.400	131	88.20
				INV 42562; SERVICE ON BPC'S PHONE	940.010	267	88.20
				PROGRAMMING	920.410	301	61.14
				PROGRAMMING	920.410	302	9.02

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Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 101 GENERAL FUND							
				PROGRAMMING	920.410	331	9.02
				PROGRAMMING	920.410	336	9.02
				CHECK AP 74557 TOTAL FOR FUND 101:			<u>264.60</u>
01/22/2019	AP	74558#	THOMSON WEST	ACCT 1000715367; INV 839450249 & 839450248	726.200	267	84.53
				ACCT 1000715367; INV 839629344 & 839629343	726.200	267	84.53
				INV 839533626; ACCT 100715367	801.020	267	346.70
				ACCT 1000242483; INV 83921158; CLEAR CHGS	726.200	268	200.97
				CHECK AP 74558 TOTAL FOR FUND 101:			<u>716.73</u>
01/22/2019	AP	74564	VERIZON WIRELESS	INV 9820237960; ACCT 842184815-0001	930.230	267	51.27
01/22/2019	AP	74568	WMJZ EAGLE 101.5	SNOWMOBILE	930.300	101	495.00
01/22/2019	AP	74570	ADVANCED CORRECTIONAL HEALTHCARE	INMATE HEALTH CARE #81252	930.470	351	3,680.00
01/22/2019	AP	74573	BILL MARSH FORD GAYLORD	69-3 INVOICE 913426	726.050	301	342.86
01/22/2019	AP	74576*#	CATHERINE ISBELL	18-93-DL TRANSPORT ON 1/4/19	930.500	134	52.20
				17-100-DL TRANSPORT ON 1/6/19	930.500	134	139.20
				18-93-DL TRANSPORT ON 1/4/19	940.010	134	21.00
				17-100-DL TRANSPORT ON 1/6/19	940.010	134	54.00
				CHECK AP 74576 TOTAL FOR FUND 101:			<u>266.40</u>
01/22/2019	AP	74578*#	CHARLES ISBELL	18-93-DL TRANSPORT ON 1/4/19	940.010	134	21.00
				17-100-DL TRANSPORT ON 1/6/19	940.010	134	54.00
				CHECK AP 74578 TOTAL FOR FUND 101:			<u>75.00</u>
01/22/2019	AP	74580#	CORE TECHNOLOGY CORPORATION	TALON SUPPORT JAN 2018-DEC 2018	801.020	301	311.72
				TALON SUPPORT JAN 2018-DEC 2018	920.410	302	69.28
				TALON SUPPORT JAN 2018-DEC 2018	920.410	334	34.64
				TALON SUPPORT JAN 2018-DEC 2018	801.020	351	346.36
				CHECK AP 74580 TOTAL FOR FUND 101:			<u>762.00</u>
01/22/2019	AP	74581	CORECOMM	115039078 - JANUARY 2019 COURT INTERNET	930.210	131	21.95
01/22/2019	AP	74584*#	DUNNS	CIVIL OFFICE RECEIVED DATE STAMP	726.000	131	50.00
				PROBATE COURT RECEIVED DATE STAMP	726.000	131	50.00
				INV. AR312583; ACCT DUN-406; TONER	726.000	267	69.99

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Fund: 101 GENERAL FUND							
				CORRECTIONS- SUPPLIES	726.000	351	60.66
				CHECK AP 74584 TOTAL FOR FUND 101:			<u>230.65</u>
01/22/2019	AP	74585*#	EMPIRIC SOLUTIONS INC	CONTRACT SERVICE	801.020	131	904.15
				CONTRACT SERVICE	801.030	228	6,990.85
				CHECK AP 74585 TOTAL FOR FUND 101:			<u>7,895.00</u>
01/22/2019	AP	74586	EUGENE SKIBA	WITN FEE, MILEAGE 1-10-19 PRELIM	930.940	267	8.50
01/22/2019	AP	74589*#	GAYLORD AREA CHAMBER OF COMMERCE	2019 MEMEBERSHIP	930.600	729	1,500.00
01/22/2019	AP	74590*#	GAYLORD DRY CLEANERS	2018 LOT RENT	920.410	301	117.00
				2018 LOT RENT	920.410	302	89.00
				2018 LOT RENT	920.410	334	27.00
				2018 LOT RENT	920.410	351	117.00
				CHECK AP 74590 TOTAL FOR FUND 101:			<u>350.00</u>
01/22/2019	AP	74594	HEALTH DEPT OF NORTHWEST MI	INV# 2597, APPROPRIATIONS	940.010	601	61,424.25
01/22/2019	AP	74596	INSTITUTE OF CONTINUING LEGAL EDUCA	2019/2020 ONLINE MI MODEL CRIMINAL JURY INSTRUCTIONS	726.200	131	121.50
				2019/2020 ONLINE MI MODEL CIVIL JURY INSTRUCTIONS	726.200	131	121.50
				CHECK AP 74596 TOTAL FOR FUND 101:			<u>243.00</u>
01/22/2019	AP	74597*#	JOHNSON OIL COMPANY	CORRECTIONS VAN EXHAUST/BRAKES/TIRES	920.400	351	1,033.64
01/22/2019	AP	74598	LEONARD FERRY	WITN FEE, MILEAGE = 1-10-19 PRELIM	930.940	267	9.70
01/22/2019	AP	74599#	MAKE IT MINE DESIGN	CORRECTIONS/WRIGHT EMBROIDERY	726.046	301	10.00
				CORRECTIONS/WRIGHT EMBROIDERY	726.046	351	10.00
				CHECK AP 74599 TOTAL FOR FUND 101:			<u>20.00</u>
01/22/2019	AP	74600	MARILYN WILLITS	WITN FEE, MILEAGE 1-10-19 PRELIM	930.940	267	8.50
01/22/2019	AP	74602*#	MCCARDEL CULLIGAN	2019 JURY ROOM COOLER RENT	726.000	131	81.00
01/22/2019	AP	74604	MICH ASSOC OF TREATMENT COURT PROF.	HON MICHAEL COOPER & ABE CRUZ 2019 MATCP CONFERENCE FEE 704.400		133	305.00
				HON MICHAEL COOPER & ABE CRUZ 2019 MATCP CONFERENCE FEE 704.400		133	305.00

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Fund: 101 GENERAL FUND							
				CHECK AP 74604 TOTAL FOR FUND 101:			610.00
01/22/2019	AP	74605	MICHIGAN ASSESSORS ASSOCIATION	2019 0108 MAA DUES MARK & DEREK	930.600	257	90.00
				2019 0108 MAA DUES MARK & DEREK	930.600	257	90.00
				CHECK AP 74605 TOTAL FOR FUND 101:			<u>180.00</u>
01/22/2019	AP	74606	MICHIGAN ASSOCIATION OF COUNTIES	2019 MAC COUNTY DUES	930.601	105	11,099.28
01/22/2019	AP	74607	MICHIGAN ASSOCIATION OF EQUALIZATIO	2019 0107 MAED DUES	930.600	257	100.00
01/22/2019	AP	74608	MICHIGAN DEPARTMENT OF TREASURY	2019 0108 PRINC OF APP DEREK	704.400	257	250.00
01/22/2019	AP	74610	MOTORCYCLE SAFETY FOUNDATION	MOTORCYCLE SAFETY INSURANCE PLAN AGREEMENT	930.100	332	500.00
01/22/2019	AP	74611	MSUE BUSINESS OFFICE	FIRST QUARTER MOA 2019 WORK PLAN PAYMENT	940.010	261	10,816.25
01/22/2019	AP	74612	NATIONAL ASSOCIATION OF COUNTIES	MEMBERSHIP FOR 1-1-2019 -12-31-2019	930.600	101	483.00
01/22/2019	AP	74613	NEMCOG	MEMBERSHIP SERVICES FY19	930.606	105	9,528.10
01/22/2019	AP	74616*#	OCNET	OCNET CONNECTIVITY	930.240	864	800.00
01/22/2019	AP	74618	OTSEGO COUNTY ROAD COMMISSION	MDEQ 2019 STREAM GAUGING	930.999	445	4,390.00
01/22/2019	AP	74620*#	PROTECTION ONE	1/28/19 TO 2/17/19 ADMIN/PA WING MONITORING	940.010	131	28.63
				1/28/19 TO 2/27/19 DC/FAMILY WING MONITORING	940.010	131	57.26
				1/28/19 TO 2/17/19 ADMIN/PA WING MONITORING	920.410	267	25.05
				1/28/19 TO 2/17/19 ADMIN/PA WING MONITORING	930.983	267	3.58
				CHECK AP 74620 TOTAL FOR FUND 101:			<u>114.52</u>
01/22/2019	AP	74621	PUMMILL BUSINESS FORMS	2019 0114 PROMARK PPSS	726.000	257	469.85
01/22/2019	AP	74623	RENEA DERENZY	COUNTY BURIAL ALLOWANCE, VETERAN	930.960	681	300.00
01/22/2019	AP	74625	SARA SCHMIDT	FACE TISSUE, CALENDARS	726.000	267	13.10
01/22/2019	AP	74629*#	ULLIANCE INC	DECEMBER EAP	704.110	131	78.33
				DECEMBER EAP	704.110	133	5.49
				DECEMBER EAP	704.110	148	5.49
				CHECK AP 74629 TOTAL FOR FUND 101:			<u>89.31</u>
01/22/2019	AP	74630	US POSTAL SERVICE	ACCT# 41665563 (REFILL POSTAGE METER)	103.000	000	2,000.00

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Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 101 GENERAL FUND							
01/22/2019	AP	74633	WAYNE BENTLEY	JANUARY 2019 WEEKEND DRUG TESTER: JAN 6, 12, 13	940.010	133	120.00
01/22/2019	AP	74636	87- A DISTRICT	DECEMBER 2018 GARNISHMENT & CREDIT CARD FEES	930.150	131	1,436.43
Total for fund 101 GENERAL FUND							161,590.24
Fund: 205 WORK CAMP							
01/22/2019	AP	2109(E)*#	WEX BANK	FUEL PURCHASES	930.660	301	219.13
01/22/2019	AP	74507*#	GAYLORD DRY CLEANERS	DECEMBER DRY CLEANING	920.410	301	20.00
01/22/2019	AP	74584*#	DUNNS	TONER- WORK CAMP	726.000	301	86.99
01/22/2019	AP	74591*#	GILL ROYS HARDWARE	WORK CAMP SUPPLIES	726.000	301	8.59
Total for fund 205 WORK CAMP							334.71
Fund: 208 PARKS AND RECREATION							
01/22/2019	AP	2109(E)*#	WEX BANK	FUEL PURCHASES	930.660	751	31.81
				FUEL PURCHASES	930.660	752	31.81
CHECK AP 2109(E) TOTAL FOR FUND 208:							63.62
01/22/2019	AP	2110(E)*#	AMERICAN WASTE	2785982 CENTER GARBAGE BILL	920.200	752	7.20
01/22/2019	AP	2111(E)*#	CHARTER COMMUNICATIONS	PHONE/CABLE/INTERNET	726.000	751	12.08
				PHONE/CABLE/INTERNET	726.000	752	1.74
CHECK AP 2111(E) TOTAL FOR FUND 208:							13.82
01/22/2019	AP	2112(E)*#	CONSUMERS ENERGY	206878745978 CENTER ELECTRIC BILL	930.620	752	522.56
01/22/2019	AP	74534*#	NORTHERN MICHIGAN REVIEW	123118	930.300	752	385.40
01/22/2019	AP	74584*#	DUNNS	SUPPLIES	726.000	752	188.98
				SUPPLIES	726.000	752	27.52
CHECK AP 74584 TOTAL FOR FUND 208:							216.50
01/22/2019	AP	74601	MARVAC	MARV92088074 PARK AD	930.300	751	565.00
01/22/2019	AP	74616*#	OCNET	8520 OCNET CONNECTIVITY	726.000	752	59.95

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Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 208 PARKS AND RECREATION							
				Total for fund 208 PARKS AND RECREATION			1,834.05
Fund: 209 GROEN NATURE PRESERVE FUND							
01/22/2019	AP	2113(E)*#	FRONTIER	TELEPHONE	726.000	751	66.15
				TELEPHONE	930.210	751	84.68
				TELEPHONE	930.210	751	84.62
CHECK AP 2113(E) TOTAL FOR FUND 209:							<u>235.45</u>
01/22/2019	AP	74494	C.F. FICK AND SONS, INC.	176244 GASOLINE	930.660	751	890.07
01/22/2019	AP	74542	PRESQUE ISLE ELECTRIC AND GAS CO-OP	GAS BILL	930.610	751	195.39
01/22/2019	AP	74593	GREAT LAKES ENERGY	264710002	930.620	751	75.80
				264710002	930.620	751	225.00
CHECK AP 74593 TOTAL FOR FUND 209:							<u>300.80</u>
				Total for fund 209 GROEN NATURE PRESERVE FUND			1,621.71
Fund: 210 AMBULANCE SERVICES							
01/22/2019	AP	2109(E)*#	WEX BANK	FUEL PURCHASES	700.000	651	3,225.02
				Total for fund 210 AMBULANCE SERVICES			3,225.02
Fund: 212 ANIMAL CONTROL							
01/22/2019	AP	2109(E)*#	WEX BANK	FUEL PURCHASES	930.660	430	276.32
01/22/2019	AP	74508	GAYLORD VETERINARY SERVICES	DEC 2018	726.035	430	524.34
				DEC 2018	930.980	430	420.00
CHECK AP 74508 TOTAL FOR FUND 212:							<u>944.34</u>
01/22/2019	AP	74566	WASH N GO MANAGEMENT INC	DEC 2018	920.410	430	18.00
				Total for fund 212 ANIMAL CONTROL			1,238.66
Fund: 215 FRIEND OF THE COURT							
01/22/2019	AP	2107(E)	WEST PAYMENT CENTER	DECEMBER 2018 FOC SKIP TRACING FEE	940.010	141	136.85
01/22/2019	AP	74501*#	DUNNS	DECEMBER 2018 FOC COPY MACHINE COPIES & MAINTENANCE AGR 920.520		141	46.75
01/22/2019	AP	74546*#	RESERVE ACCOUNT	4TH QUARTER (OCT-DEC) 2018 POSTAGE METER FILL - 1ST FLOOR	930.450	141	1,547.20
01/22/2019	AP	74584*#	DUNNS	TAPE, POST IT FLAGS	726.000	141	94.90

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Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 215 FRIEND OF THE COURT							
01/22/2019	AP	74587	FRIEND OF THE COURT ASSOCIATION	MARIA COGER - FOC 2019 WINTER CONFERENCE FEE	704.400	141	200.00
01/22/2019	AP	74588	FRIEND OF THE COURT ASSOCIATION	MARIA COGER - 2019 ASSOCIATION DUES	930.600	141	125.00
01/22/2019	AP	74620*#	PROTECTION ONE	1/28/19 TO 2/27/19 FOC WING MONITORING	940.010	141	45.80
01/22/2019	AP	74622	QUILL CORPORATION	TONER	726.000	141	198.39
				TONER	726.000	141	121.59
				CHECK AP 74622 TOTAL FOR FUND 215:			<u>319.98</u>
01/22/2019	AP	74627	STAPLES BUSINESS CREDIT	COPY PAPER, TONER, STICKY NOTES	726.000	141	365.34
				COPY PAPER	726.000	141	29.95
				CREDIT - DAMAGED CASE OF COPY PAPER	726.000	141	(29.95)
				CHECK AP 74627 TOTAL FOR FUND 215:			<u>365.34</u>
01/22/2019	AP	74629*#	ULLIANCE INC	DECEMBER EAP	704.110	141	38.43
				Total for fund 215 FRIEND OF THE COURT			2,920.25
Fund: 226 RECYCLING FUND							
01/22/2019	AP	74502	EARTHWORKS ENTERPRISES INC	INVOICE #21364, 12/31/2018	940.010	528	204.00
01/22/2019	AP	74504	EMMET COUNTY DPW	RECYCLING	940.010	528	27,110.40
01/22/2019	AP	74533	NORTH EXCAVATING & ASPHALTING	SNOW REMOVAL	940.010	528	420.00
01/22/2019	AP	74547	RONALD KORONKA	SNOW PLOWING ROCK ROAD; NOV & DEC 2018	940.010	528	215.00
				Total for fund 226 RECYCLING FUND			27,949.40
Fund: 232 HOUSING COMMISSION							
01/22/2019	AP	74501*#	DUNNS	INVOICE #AR308984, COPIER CONTRACT MONTH END 12/01/18 - 12/31/18	1920.410	690	25.28
				Total for fund 232 HOUSING COMMISSION			25.28
Fund: 233 HUD GRANT FUND							
01/22/2019	AP	74619	OTSEGO COUNTY TITLE	INV# GYL18-10257342 TITLE FEE PROJECT 18-2017, CDBG P.I. FUNDS	940.010	690	295.00
				Total for fund 233 HUD GRANT FUND			295.00
Fund: 245 PUBLIC IMPROVEMENT FUND							
01/22/2019	AP	74582	CRESTLINE COACH, LTD	QUOTATION SUMMARY: US SUMMIT 170 SU-11925	198.210	000	176,833.12
				Total for fund 245 PUBLIC IMPROVEMENT FUND			176,833.12
Fund: 249 BUILDING INSPECTION FUND							
01/22/2019	AP	2109(E)*#	WEX BANK	FUEL PURCHASES	930.660	371	56.09

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Fund: 249 BUILDING INSPECTION FUND							
01/22/2019	AP	2114(E)	PITNEY BOWES	POSTAGE - #01/06/2019	930.450	371	417.98
01/22/2019	AP	74534*#	NORTHERN MICHIGAN REVIEW	2018 BUDGET-ADVERTISEMENT-#181571, 123118	930.300	371	97.13
01/22/2019	AP	74554*#	STAPLES BUSINESS CREDIT	ACCOUNT PAYMENT	726.000	371	5.20
01/22/2019	AP	74575	BRUCE TILLINGER	SERVICES 01/04/19 THRU 01/15/19	801.027	371	1,220.00
				SERVICES 01/04/19 THRU 01/15/19	801.028	371	770.00
				CHECK AP 74575 TOTAL FOR FUND 249:			<u>1,990.00</u>
01/22/2019	AP	74584*#	DUNNS	SUPPLIES - #AR311237	726.000	371	33.58
				SUPPLIES - #AR311221	726.000	371	1,262.29
				CHECK AP 74584 TOTAL FOR FUND 249:			<u>1,295.87</u>
01/22/2019	AP	74595	IMAGE FACTORY INC	INSPECTION LABELS - #44508	726.000	371	264.00
				INSPECTION LABELS - #44542	726.000	371	88.00
				CHECK AP 74595 TOTAL FOR FUND 249:			<u>352.00</u>
01/22/2019	AP	74614	NMCOA	MEMBERSHIP APPLICATION-2019 JAMES MOUCH	930.600	371	100.00
				MEMBERSHIP APPLICATION-2019 JEFF PROUX	930.600	371	100.00
				CHECK AP 74614 TOTAL FOR FUND 249:			<u>200.00</u>
				Total for fund 249 BUILDING INSPECTION FUND			4,414.27
Fund: 260 MICHIGAN INDIGENT DEFENSE							
01/22/2019	AP	74531	MISTER T'S GLASS	MIRROR TRANSPARENT TEMPERED GLASS - MIDC JAIL CONSTRUCT	801.021	131	7,398.00
				LITE KIT & MATERIALS FOR GLASS INSTALL - MIDC JAIL CONSTRUCTI	801.021	131	490.00
				CHECK AP 74531 TOTAL FOR FUND 260:			<u>7,888.00</u>
				Total for fund 260 MICHIGAN INDIGENT DEFENSE			7,888.00
Fund: 261 911 SERVICE FUND							
01/22/2019	AP	2113(E)*#	FRONTIER	ACCT# 989-732-9752-032210-5 BILLING DATE 1/4/19	930.210	427	51.61
01/22/2019	AP	74496	CENTURYLINK	CURRENT NET CHARGES	930.210	427	142.55
01/22/2019	AP	74539	PENGUIN MANAGEMENT INC	DISPATCHES	970.435	901	238.00
01/22/2019	AP	74556	TELE-RAD	HARDWARE	970.435	901	606.85

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Fund: 261 911 SERVICE FUND							
				HARDWARE	970.435	901	1,469.40
				CHECK AP 74556 TOTAL FOR FUND 261:			<u>2,076.25</u>
01/22/2019	AP	74567	WINN TELECOM	TELEPHONE CHARGES	930.210	427	61.32
01/22/2019	AP	74616*#	OCNET	OCNET CONNECTIVITY	930.240	427	200.00
01/22/2019	AP	74617	ONSOLVE, LLC	CODE RED EXTENSION	970.435	901	10,500.00
01/22/2019	AP	74628	TELE-RAD	ANNUAL BILLING 2019	920.410	427	21,461.76
				Total for fund 261 911 SERVICE FUND			34,731.49
Fund: 266 EQUIPMENT FUND							
01/22/2019	AP	2109(E)*#	WEX BANK	FUEL PURCHASES	930.660	901	30.04
01/22/2019	AP	74534*#	NORTHERN MICHIGAN REVIEW	ACCT # 181573, 185818, INV# 123118 12/31/2018	970.420	901	78.63
				Total for fund 266 EQUIPMENT FUND			108.67
Fund: 280 LEGAL DEFENSE FUND							
01/22/2019	AP	74499	CUMMINGS, MCCLOREY, DAVIS & ACHO P	SERVICES -REMITTANCE SUMMARY	801.020	270	1,193.50
				SERVICES -REMITTANCE SUMMARY	801.020	270	2,464.50
				CHECK AP 74499 TOTAL FOR FUND 280:			<u>3,658.00</u>
01/22/2019	AP	74513	HOWARD L SHIFMAN PC	ATTORNEY-CLIENT COMMUNICATIONS	801.020	270	989.00
				Total for fund 280 LEGAL DEFENSE FUND			4,647.00
Fund: 281 AIRPORT							
01/22/2019	AP	2102(E)	AMERICAN WASTE	INV # 2786228 TRASH REMOVAL AIRPORT	920.410	537	130.00
01/22/2019	AP	2109(E)*#	WEX BANK	FUEL PURCHASES	930.660	537	38.90
01/22/2019	AP	2111(E)*#	CHARTER COMMUNICATIONS	TV INTERNET PHONE 1100 AERO	920.410	537	352.40
01/22/2019	AP	2112(E)*#	CONSUMERS ENERGY	CONSUMERS MULTIPLE INVOICES AIRPORT	930.620	537	159.03
				CONSUMERS MULTIPLE INVOICES AIRPORT	930.620	537	31.26
				CONSUMERS MULTIPLE INVOICES AIRPORT	930.620	537	2,641.59
				CONSUMERS MULTIPLE INVOICES AIRPORT	930.620	537	294.37
				CONSUMERS MULTIPLE INVOICES AIRPORT	930.620	537	28.46
				CONSUMERS MULTIPLE INVOICES AIRPORT	930.620	537	25.40
				CONSUMERS MULTIPLE INVOICES AIRPORT	930.620	537	358.16
				CHECK AP 2112(E) TOTAL FOR FUND 281:			<u>3,508.07</u>

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Fund: 281 AIRPORT							
				CHECK AP 2112(E) TOTAL FOR FUND 281:			3,538.27
01/22/2019	AP	74493	BAGLEY TOWNSHIP	INV# 01861500002500 1099 AERO FED EX	940.010	537	1,113.26
01/22/2019	AP	74497	CITY OF GAYLORD	INV # 1100 AERO DRIVE WATER FOR GLR	920.200	537	196.34
01/22/2019	AP	74505	FEDERAL FLUID POWER INC	INV# 25035 SEALS FOR SNOW REMOVAL EQUIPMENT	920.400	537	39.03
01/22/2019	AP	74510*#	GILL ROYS HARDWARE	MULTIPLE INVOICES GILROY'S	920.400	537	4.59
				MULTIPLE INVOICES GILROY'S	920.400	537	117.17
				MULTIPLE INVOICES GILROY'S	920.400	537	13.99
				MULTIPLE INVOICES GILROY'S	920.400	537	22.95
				MULTIPLE INVOICES GILROY'S	920.400	537	9.99
				MULTIPLE INVOICES GILROY'S	920.400	537	11.55
				CHECK AP 74510 TOTAL FOR FUND 281:			180.24
01/22/2019	AP	74515	IMPRESST CASH, OTSEGO COUNTY AIRPORT	MISCELLANEOUS PARTS & PILOT NEEDS	726.000	537	15.84
				MISCELLANEOUS PARTS & PILOT NEEDS	726.000	537	7.46
				MISCELLANEOUS PARTS & PILOT NEEDS	726.000	537	34.43
				MISCELLANEOUS PARTS & PILOT NEEDS	726.000	537	20.38
				MISCELLANEOUS PARTS & PILOT NEEDS	726.000	537	26.40
				MISCELLANEOUS PARTS & PILOT NEEDS	726.000	537	11.47
				MISCELLANEOUS PARTS & PILOT NEEDS	726.000	537	10.60
				CHECK AP 74515 TOTAL FOR FUND 281:			126.58
01/22/2019	AP	74553	STANDARD ELECTRIC COMPANY	INV # 9546070-01 FED SIG LP4 STANDARD ELEC	920.400	537	54.08
01/22/2019	AP	74563	UNIFIRST CORPORATION	CARPET RENTAL INV # 1530050053	920.410	537	45.89
01/22/2019	AP	74571	AIRNAV. LLC	INV # 1984013 AIRNAV LISTING FOR GLR	930.300	537	395.00
				INV # 1984013 AIRNAV LISTING FOR GLR	930.300	537	30.00
				CHECK AP 74571 TOTAL FOR FUND 281:			425.00
01/22/2019	AP	74591*#	GILL ROYS HARDWARE	MULTIPLE INVOICES GILLROY'S	920.400	537	63.91
				MULTIPLE INVOICES GILLROY'S	920.400	537	15.77
				CHECK AP 74591 TOTAL FOR FUND 281:			79.68
01/22/2019	AP	74597*#	JOHNSON OIL COMPANY	DIESEL FUEL 468 GALLONS #463889	930.662	537	907.92
				DIESEL FUEL 468 GALLONS #463889	930.662	537	879.55

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Fund: 281 AIRPORT							
CHECK AP 74597 TOTAL FOR FUND 281:							1,787.47
01/22/2019	AP	74631	US POSTAL SERVICE	POST OFFICE BOX 1396 AIRPORT	920.410	537	204.00
Total for fund 281 AIRPORT							8,311.14
Fund: 282 AIRPORT SPECIAL EVENTS FUND							
01/22/2019	AP	74583	DARNELL RACING ENTERPRISES INC	DEPOSIT FOR 2019 AIRHSOW AFTERSHOCK	940.010	537	3,250.00
01/22/2019	AP	74589*#	GAYLORD AREA CHAMBER OF COMMERCE	GAYLORD CHAMBER MEMBERSHIP	930.300	537	180.00
01/22/2019	AP	74592	GRAYLING CHAMBER OF COMMERCE	GRAYLING CHAMBER MEMBERSHIP	930.300	537	250.00
Total for fund 282 AIRPORT SPECIAL EVENTS FUND							3,680.00
Fund: 290 SOCIAL WELFARE FUND							
01/22/2019	AP	74551	SHERRY S HUFF	EMPLOYEE TRAVEL EXPENSE VOUCHER	703.040	670	50.00
				EMPLOYEE TRAVEL EXPENSE VOUCHER	930.500	670	20.00
CHECK AP 74551 TOTAL FOR FUND 290:							70.00
Total for fund 290 SOCIAL WELFARE FUND							70.00
Fund: 292 CHILD CARE FUND							
01/22/2019	AP	74489	20TH CIRCUIT COURT	18-56-DL PLACEMENT 12/1/18 TO 12/31/18	930.810	662	5,735.00
01/22/2019	AP	74540	PINEVIEW HOMES	15-90-DL PLACEMENT 12/1/18 TO 12/31/18	930.810	662	6,477.76
01/22/2019	AP	74546*#	RESERVE ACCOUNT	4TH QUARTER (OCT-DEC) 2018 POSTAGE METER FILL - 1ST FLOOR	930.450	662	555.18
01/22/2019	AP	74548	SATELLITE TRACKING OF PEOPLE LLC	DECEMBER 2018 JUVENILE TETHER	940.010	662	109.25
01/22/2019	AP	74549	SAULT STE MARIE TRIBE - CHIPPEWA IN	15-19-DL PLACEMENT 12/18/18 TO 12/23/18	930.810	662	600.00
01/22/2019	AP	74576*#	CATHERINE ISBELL	18-93-DL TRANSPORT ON 1/4/19	930.500	662	26.10
				17-100-DL TRANSPORT ON 1/6/19	930.500	662	17.40
				18-93-DL TRANSPORT ON 1/4/19	930.830	662	12.00
				17-100-DL TRANSPORT ON 1/6/19	930.830	662	9.00
CHECK AP 74576 TOTAL FOR FUND 292:							64.50
01/22/2019	AP	74578*#	CHARLES ISBELL	18-93-DL TRANSPORT ON 1/4/19	930.830	662	12.00
				17-100-DL TRANSPORT ON 1/6/19	930.830	662	9.00
CHECK AP 74578 TOTAL FOR FUND 292:							21.00
01/22/2019	AP	74626	SPARTAN STORES LLC	016324 - JUVENILE YES PROGRAM SUPPLIES	726.000	662	37.95

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Fund: 292 CHILD CARE FUND							
01/22/2019	AP	74629*#	ULLIANCE INC	DECEMBER EAP	704.110	662	15.00
Total for fund 292 CHILD CARE FUND							13,615.64
Fund: 472 LIBRARY BUILDING CONSTRUCTION BOND FUND							
01/22/2019	AP	74517	INTEGRITY CONSTRUCTION SERVICES LLC	PERIOD 16 TO 12/31/2018, APPLICATION 014	970.300	901	111,442.69
01/22/2019	AP	74552	SIDOCK GROUP INC	INV# 515747.A-23 & 24	801.020	901	989.00
				INV# 515747.A-23 & 24	801.020	901	1,859.00
CHECK AP 74552 TOTAL FOR FUND 472:							2,848.00
Total for fund 472 LIBRARY BUILDING CONSTRUCTION BOND FUND							114,290.69
Fund: 475 TRAIL CONSTRUCTION FUND							
01/22/2019	AP	74495*	C2AE	TRAIL	801.020	901	14,294.88
Total for fund 475 TRAIL CONSTRUCTION FUND							14,294.88
Fund: 476 GAYLORD GATEWAY TRAILHEAD							
01/22/2019	AP	74495*	C2AE	TRAILHEAD	801.020	901	2,763.74
Total for fund 476 GAYLORD GATEWAY TRAILHEAD							2,763.74
Fund: 499 CAPITAL PROJECTS FUND							
01/22/2019	AP	74565	WADE TRIM INC	INV# 3011464, 12/13/18 OTSEGO LK INLET STRUCTURE	970.300	901	849.44
Total for fund 499 CAPITAL PROJECTS FUND							849.44
Fund: 588 TRANSPORTATION FUND							
01/22/2019	AP	2110(E)*#	AMERICAN WASTE	2787011 JANUARY	940.010	698	103.00
01/22/2019	AP	74579	CITY OF GAYLORD	001254-0000-02 DECEMBER	920.200	697	58.66
01/22/2019	AP	74584*#	DUNNS	AR310766 COIN ENV., TRASH BAGS, LAMINATING POUCHES	726.000	697	62.43
				AR310766 COIN ENV., TRASH BAGS, LAMINATING POUCHES	726.025	698	59.99
CHECK AP 74584 TOTAL FOR FUND 588:							122.42
01/22/2019	AP	74597*#	JOHNSON OIL COMPANY	CL39484 FUEL	930.660	699	5,285.17
01/22/2019	AP	74603#	MEYER ACE	25391 STOCK & HUMID. FILTER	726.025	698	21.99
				25391 STOCK & HUMID. FILTER	726.050	699	44.95
CHECK AP 74603 TOTAL FOR FUND 588:							66.94
01/22/2019	AP	74615	NORTHERN MICHIGAN REVIEW	596874 ADS FOR EMPLOYEES	930.300	697	144.00

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Fund: 588 TRANSPORTATION FUND							
01/22/2019	AP	74624	RONS WRECKER	137026 BUS #16	940.010	699	270.00
				133963 BUS #18	940.010	699	175.00
				CHECK AP 74624 TOTAL FOR FUND 588:			<u>445.00</u>
01/22/2019	AP	74634	WILBER AUTOMOTIVE SUPPLY INC	134472 STOCK	726.050	699	17.72
01/22/2019	AP	74635	WINN TELECOM	989-705-1786 JANUARY	930.210	697	262.36
				Total for fund 588 TRANSPORTATION FUND			6,505.27
Fund: 594 UC METROPOLITAN AREA NETWORK							
01/22/2019	AP	74512	GRAND TRAVERSE MOBILE COMMUNICATION	INV# 51200, 12/28/2018, DUE 1/27/2019	801.030	806	664.75
01/22/2019	AP	74557*#	TELEPHONE SUPPORT SYSTEMS INC	PROGRAMMING	626.041	170	88.20
01/22/2019	AP	74560	TOTAL COMMUNICATION SERVICES LLC	DEC 2018 DAILY AUDIT	801.030	806	139.00
				INV# 446, 12/09/2018, MARKER POST	801.030	806	1,850.00
				CHECK AP 74560 TOTAL FOR FUND 594:			<u>1,989.00</u>
01/22/2019	AP	74577	CENTRAL MICHIGAN RAILWAY	INV# 0008921-IN 12/12/2018	930.240	228	250.00
01/22/2019	AP	74585*#	EMPIRIC SOLUTIONS INC	CONTRACT SERVICE	940.010	806	1,775.00
01/22/2019	AP	74609	MISS DIG SYSTEM INC	INVOICE #20191154, 12/3/2018, ANNUAL FEES	801.025	228	515.70
				Total for fund 594 UC METROPOLITAN AREA NETWORK			5,282.65
Fund: 595 JAIL COMMISSARY							
01/22/2019	AP	74555	SWANSON SERVICES GROUP	INMATE COMMISSARY#1954266-10412221/CR1380117/1382203/137770	726.000	351	10,101.77
				Total for fund 595 JAIL COMMISSARY			10,101.77
Fund: 618 GIS PROJECT AND AERIAL							
01/22/2019	AP	74559	TOPCOMP COMPUTER SOFTWARE SERVICES	2018 1231 TOPCOMP DEC BILL	920.410	447	1,300.00
				Total for fund 618 GIS PROJECT AND AERIAL			1,300.00
Fund: 637 BUILDING AND GROUNDS							
01/22/2019	AP	74490	ALPINE ELECTRIC	HEATED WALK MAT INSTALLATION	726.050	265	1,361.47
01/22/2019	AP	74554*#	STAPLES BUSINESS CREDIT	ACCOUNT PAYMENT	726.000	265	8.67
01/22/2019	AP	74590*#	GAYLORD DRY CLEANERS	2018 LOT RENT	920.410	265	350.00
				Total for fund 637 BUILDING AND GROUNDS			1,720.14
Fund: 645 ADMINISTRATIVE SERVICES							

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Fund: 645 ADMINISTRATIVE SERVICES							
01/22/2019	AP	74535*#	OMH MEDICAL GROUP & MEDCAR WALKIN	PRE EMPLOYMENT PHYSICAL	940.010	201	65.00
01/22/2019	AP	74536*#	OMS COMPLIANCE SERVICES INC	NON DOT PREEMPLOYMENT DRUG SCREEN	940.010	201	80.00
01/22/2019	AP	74554*#	STAPLES BUSINESS CREDIT	ACCOUNT PAYMENT	726.000	172	8.67
				ACCOUNT PAYMENT	726.000	172	121.34
				CHECK AP 74554 TOTAL FOR FUND 645:			<u>130.01</u>
01/22/2019	AP	74557*#	TELEPHONE SUPPORT SYSTEMS INC	PROGRAMMING	940.010	172	88.20
				Total for fund 645 ADMINISTRATIVE SERVICES			363.21
Fund: 647 HEALTH CARE FUND							
01/22/2019	AP	74526	MCCARDEL CULLIGAN	OCT/DEC 2018 BOTTLED WATER AND DELIVERY FEES	704.112	851	83.00
01/22/2019	AP	74572	BENISTAR HARTFORD - 6795	BENEFIT PAYMENT	704.110	851	7,702.45
01/22/2019	AP	74574	BLUE CROSS BLUE SHIELD OF MICHIGAN	COVERAGE 2-01-19 THRU 2-28-19	704.110	851	18,367.53
01/22/2019	AP	74602*#	MCCARDEL CULLIGAN	JAN COOLER RENTAL	704.112	851	8.00
01/22/2019	AP	74629*#	ULLIANCE INC	DECEMBER EAP	704.110	851	592.92
01/22/2019	AP	74632	VISION SERVICE PLAN (VSP)	CURRENT CHARGES FOR JANUARY 2019	704.110	851	169.52
				VSP CURRENT CHARGES	704.110	851	1,417.14
				CHECK AP 74632 TOTAL FOR FUND 647:			<u>1,586.66</u>
				Total for fund 647 HEALTH CARE FUND			28,340.56
Fund: 701 GENERAL AGENCY							
01/22/2019	AP	74491	AMERICAN WASTE	RESTITUTION PAYMNET BY MARCUS OROURKE 15-31255-FY-3	271.130	000	440.00
01/22/2019	AP	74529	MICHIGAN STATE POLICE BFS-CASHIERS	DECEMBER SOR FEES	228.018	000	210.00
01/22/2019	AP	74530	MICHIGAN STATE POLICE BFS-CASHIERS	DECEMBER LIVESCAN FEES	228.017	000	210.00
01/22/2019	AP	74569	ADELIN DENISON	FOSTER CARE *SEPARATE CK FOR BOOKS	230.002	000	258.34
				Total for fund 701 GENERAL AGENCY			1,118.34
Fund: 704 PAYROLL IMPREST FUND							
01/22/2019	AP	2104(E)	MUNICIPAL EMPLOYEES RETIREMENT SYST	DECEMBER 2018 COURT MERS	231.700	000	13,914.53
01/22/2019	AP	2105(E)	MUNICIPAL EMPLOYEES RETIREMENT SYST	DECEMBER 2018 COURT MERS HYBRID DEFINED CONTRIBUTION	231.700	000	689.58

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Fund: 704 PAYROLL IMPREST FUND							
01/22/2019	AP	74561	UNEMPLOYMENT CONSULTANTS INC	ANNUAL CONTINGENT FEE DUE-10% OF SAVINGS	228.027	000	1,221.00
01/22/2019	AP	74562	UNEMPLOYMENT INSURANCE AGENCY, INC	LETTER ID# L0050206478 EAN#0805137 000 OTSEGO COUNTY	228.027	000	17,780.96
			TOTAL - ALL FUNDS	Total for fund 704 PAYROLL IMPREST FUND			33,606.07 675,870.41

***-INDICATES CHECK DISTRIBUTED TO MORE THAN ONE FUND

#-INDICATES CHECK DISTRIBUTED TO MORE THAN ONE DEPARTMENT