January 22, 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 Julie Powers, followed by the Pledge of Allegiance led by Jon Deming.

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

Consent Agenda:

Motion by Commissioner Duane Switalski, seconded by Commissioner Paul Liss, to approve the Regular minutes of January 8, 2019 with attachments. Ayes: Unanimous. Motion carried.

Motion by Commissioner Duane Switalski, seconded by Commissioner Paul Liss, to approve OCR 19-01, Health Care Savings Account.
Roll Call Vote:
Ayes: Julie Powers, Henry Mason, Paul Liss, Duane Switalski, Rob Pallarito, Ken Glasser, Doug Johnson, Ken Borton, Bruce Brown.
Nays: None.
Motion carried/Resolution adopted. (see attached)

Motion by Commissioner Duane Switalski, seconded by Commissioner Paul Liss, to approve the County Surveyor Remonumentation agreement. Ayes: Unanimous. Motion carried. (see attached)

Motion by Commissioner Duane Switalski, seconded by Commissioner Paul Liss, to approve Wade Trim Remonumentation agreement. Ayes: Unanimous. Motion carried. (see attached)

Motion by Commissioner Duane Switalski, seconded by Commissioner Paul Liss, to approve Brand Land Surveying, LLC Remonumentation agreement. Ayes: Unanimous. Motion carried. (see attached)

Motion by Commissioner Duane Switalski, seconded by Commissioner Paul Liss, to approve the Board of Commissioners meeting schedule change from 5-14-19 to 5-7-19. Ayes: Unanimous. Motion carried. (see attached)

Motion by Commissioner Duane Switalski, seconded by Commissioner Paul Liss, to approve OCR 19-02 Discharge of Mortgage for Donald and Patricia Marple.
Roll Call Vote:
Ayes: Julie Powers, Henry Mason, Paul Liss, Duane Switalski, Rob Pallarito, Ken Glasser, Doug Johnson, Ken Borton, Bruce Brown.
Nays: None.
Motion carried/Resolution adopted. (see attached)

Motion by Commissioner Duane Switalski, seconded by Commissioner Paul Liss, to approve OCR 19-03 Discharge of Mortgage for Patrick J. and Suzanne L. Compeau.
Roll Call Vote:
Ayes: Julie Powers, Henry Mason, Paul Liss, Duane Switalski, Rob Pallarito, Ken Glasser, Doug Johnson, Ken Borton, Bruce Brown.
Nays: None.
Motion carried/Resolution adopted. (see attached)

Motion by Commissioner Duane Switalski, seconded by Commissioner Paul Liss, to approve the appointment of Martha Baril to the Library Board to a term expiring on December 31, 2024.
Ayes: Unanimous. Motion carried.

Special Presentations:
Tom Quinn reported on Kirtland Community College; Thanked Suzy DeFeyter, Ken Borton and Rachel Frisch for help on the ballot process and election for the Kirtland Community College; habitat for humanity house on campus, 7 students from 3 area high schools are working on it; 4-12-19 a strategic planning summit meeting scheduled; adding 2 more sections for welding; next year refreshing the media center; met with president with Ferris University; full on rental space; bowling tournament held this past weekend.

Committee Report:
Motion by Commissioner Ken Glasser, seconded by Commissioner Rob Pallarito, to approve adding a 30 hour per week part-time Mechanical/Plumbing inspector position and the related budget amendment. Ayes: Julie Powers, Paul Liss, Duane Switalski, Rob Pallarito, Ken Glasser, Doug Johnson, Ken Borton, Bruce Brown. Nays: None. Abstain: Henry Mason. Motion carried. (see attached)

Motion by Commissioner Ken Glasser, seconded by Commissioner Paul Liss, to approve the 2018 budget amendments as presented. Ayes: Unanimous. Motion carried. (see attached)

USDA Grant public hearing opened at 10:01 a.m.
USDA Grant public hearing closed at 10:04 a.m.

Motion by Commissioner Ken Glasser, seconded by Commissioner Bruce Brown, to approve the USDA grant for $50,000 for an EMS Ambulance/Rescue Truck, and to approve the remaining cost of $145,000 to be funded locally, through a loan to EMS from the public improvement fund (Fund 245), which will be a 5-year loan at 4% interest. Ayes: Unanimous. Motion carried.

Motion by Commissioner Ken Glasser, seconded by Commissioner Rob Pallarito, to award the bid to Berger Chevrolet for two Tahoe's totaling $72,734. This purchase is in the 2019 budget, fund 266- Equipment fund. Ayes: Unanimous. Motion carried.

Motion by Commissioner Ken Glasser, seconded by Commissioner Duane Switalski, to update the Otsego County Fee schedule by eliminating the $5.00 transaction fee for Townships only, and to allow the Townships log-in capabilities to the ROD database, with the appropriate access level. Ayes: Unanimous. Motion carried.

Motion by Commissioner Paul Liss, seconded by Commissioner Doug Johnson, to approve the purchase of airport hangar lot #17 for $4,000, funds to come from the Airport Capital Projects Fund (Fund 481). Ayes: Unanimous. Motion carried.

Motion by Commissioner Doug Johnson, seconded by Commissioner Julie Powers, to award the bid for the Groen Hetherton entrance project to Earthworks Enterprises, Inc., for $315,818.10. Ayes: Julie Powers, Paul Liss, Duane Switalski, Rob Pallarito, Ken Glasser, Doug Johnson, Ken Borton, Bruce Brown. Nays: None. Abstain: Henry Mason. Motion carried.

Administrator's Report:
Rachel Frisch reported we have received the 2018 Fair Queen picture, it will be hanging in the entryway of the Courthouse; January 24th is the Chambers awards dinner; Alpenfrost is February 2&3, Ice slide on the county lawn in place of the ice rink; February 11th at 7:00 a.m. is the Otsego County Economic Alliance partnership breakfast; Registration is open for the MAC Legislative March 25th-27th; Recycling RFP was sent out January 11th and bids are due February 15th;Meeting scheduled in Grand Traverse on February 21st for a possible regional morgue facility.

City Liaison, Township and Village Representative:
Michelle Noirot reported on the Bagley Township meeting; Township voted unanimously to opt out of recreational marijuana.

Correspondence:
The December 2018 financial reports were presented to the board.

Commissioner Rob Pallarito received a flyer for Redevelopment Ready Committee training.

New Business:
Motion by Commissioner Rob Pallarito, seconded by Commissioner Duane Switalski, to approve the January 15, 2019 Warrant in the amount of $198,653.39. Ayes: Unanimous. Motion carried.

Motion by Commissioner Julie Powers, seconded by Commissioner Henry Mason, to approve the January 22, 2019 Warrant in the amount of $675,870.41. Ayes: Unanimous. Motion carried.

Chairman Ken Borton opened up the meeting for public comment.

Board Remarks:

Commissioner Rob Pallarito attended the City Council meeting, financial reports presented, voted to opt out of recreational marijuana.

Commissioner Ken Glasser reported on the Joint Land Use Study; attended the Road Commission meeting.

Commissioner Bruce Brown had no report.
Commissioner Paul Liss had no report.
Commissioner Duane Switalski had no report.
Commissioner Julie Powers had no report.
Commissioner Henry Mason had no report.

Commissioner Doug Johnson attended the Parks and Recreation meeting; approved the Groen Nature Preserve entrance bid; 6 log benches were approved to be built by an Eagle Scout; meeting with Great Lakes to upgrade the electric at the County Park; working on the plans for the ranger station at the Groen Nature preserve.

Commissioner Ken Borton reported he will get to welcome the County Treasurers at Treetops January 27th-30th for their annual conference; attended Planning Commissioner meeting; attended a MAC meeting with Register of Deeds; County Clerks and Treasurers, was a good meeting and was well attended. Meeting with Sheriffs and Prosecutors on January 24th.

Meeting adjourned at 10:42 a.m.

_____
Kenneth C. Borton, Chairman

_____
Susan I. DeFeyter, Otsego County Clerk

OCR 19-01

MERS Health Care Savings Program Participation Agreement

1134 Municipal Way Lansing, MI 48917 | 800.767.2308 | Fax 517.703.9707 | www.mersofmichigan.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.

V. EMPLOYER CONTRIBUTIONS TO THE HEALTH CARE SAVINGS PROGRAM

The Participating Employer hereby elects to make contributions to the Trust. Contributions shall be made on the same basis within each Covered Group specified in this agreement, and remitted to MERS as directed by the Employer, to be credited to the individual accounts of Eligible Employees as follows:

Check one or more (A, B, and/or C):

A. ☑ **Basic Employer (Before-Tax) Contributions.** Before-tax employer contributions may be made as a percentage of salary and/or by a specified dollar amount. Identify below the basic employer contribution formula to be applied to the covered groups within the Health Care Savings Program identified in this agreement.

Contribution structure **(specify):**

$40 per month

Vesting Cycle For Basic Employer Contributions Only. The employer contributions identified in this Participation Agreement are subject to the following vesting cycle.

☐ Immediate Vesting upon Participation

☐ Cliff Vesting: The participant is 100% vested upon _____ year(s).
(Stated years)

☐ Graded Vesting Percentage per year of service: Employers can select the percentage of vesting with the corresponding years of service:

Years of Service	Percent Vested
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	100%

FORFEITURE PROVISION. Upon separation from service with the Employer prior to meeting the required vesting schedule set out above or in the event a Participant dies without Dependent(s) and/or a named Beneficiary, a Participant's account assets shall:

Check only one:

☐ Remain in the HCSP sub-trust to be reallocated among all Plan participants equally
☐ Remain in the HCSP sub-trust to be used to offset future Employer Contributions
☐ Be transferred to the Retiree Health Funding Vehicle ("RHFV")

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.

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)

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	Common Corners 7 will be coordinated.
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

Code	Common Corners 7 will be coordinated.
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

By:_____
Kenneth Borton, Chair
Otsego County Commissioner

Approved as to Form

By:_____
Rachel Frisch,
Otsego County Administrator

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

By:_____
Ronald C. Brand, PS
Owner

Approved as to Form

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

Code	Common Corners 1 will be coordinated.
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

Code	Common Corners 1 total will be coordinated.
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.

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

By:_____
Kenneth Borton, Chair
Otsego County Commissioner

Approved as to Form

By:_____
Rachel Frisch,
Otsego County Administrator

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

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

Approved as to Form

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

By:_____
Rachel Frisch
Otsego County Administrator

Approved as to Form

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

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

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 1st 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 *-- Section below for OLSR staff use only--* 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: $ _____

Marla K Hoop
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: $_____

Michael C. Barger, PS — Date
Director, Office of Land Survey & Remonumentation

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	Column B	Column C	Column D	Total Corners
No. of Original and Protracted PLSS Corners Completed by Grantee	No. of Original and Protracted PLSS Corners Completed by Others	No. of Original and Protracted PLSS Corners Revisited	No. of corners Revisited NOT requiring an LCRC	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 # 1

Township 31N - Range 2W

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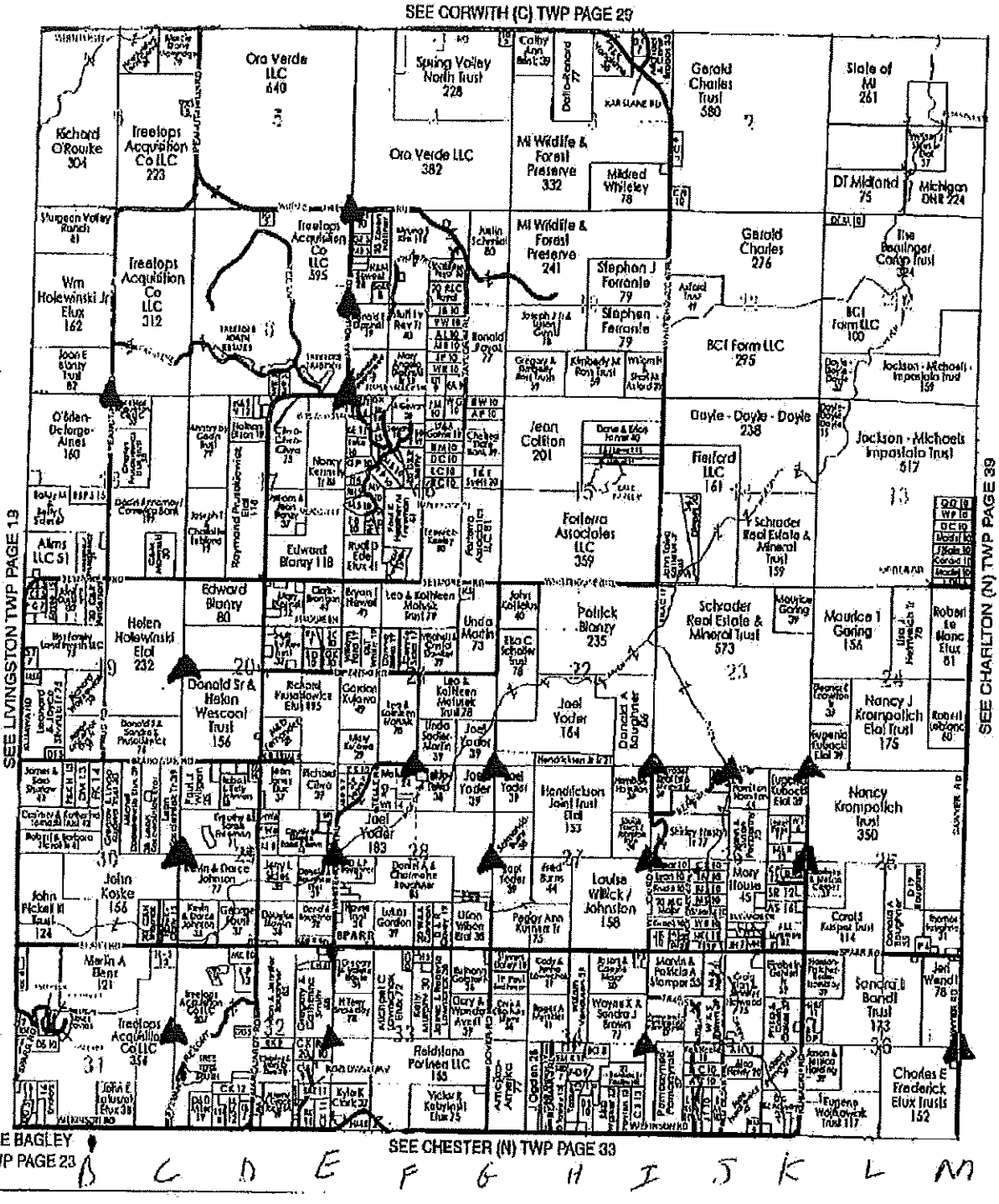

Corwith (C) # 2

Township 32N - Range 2W

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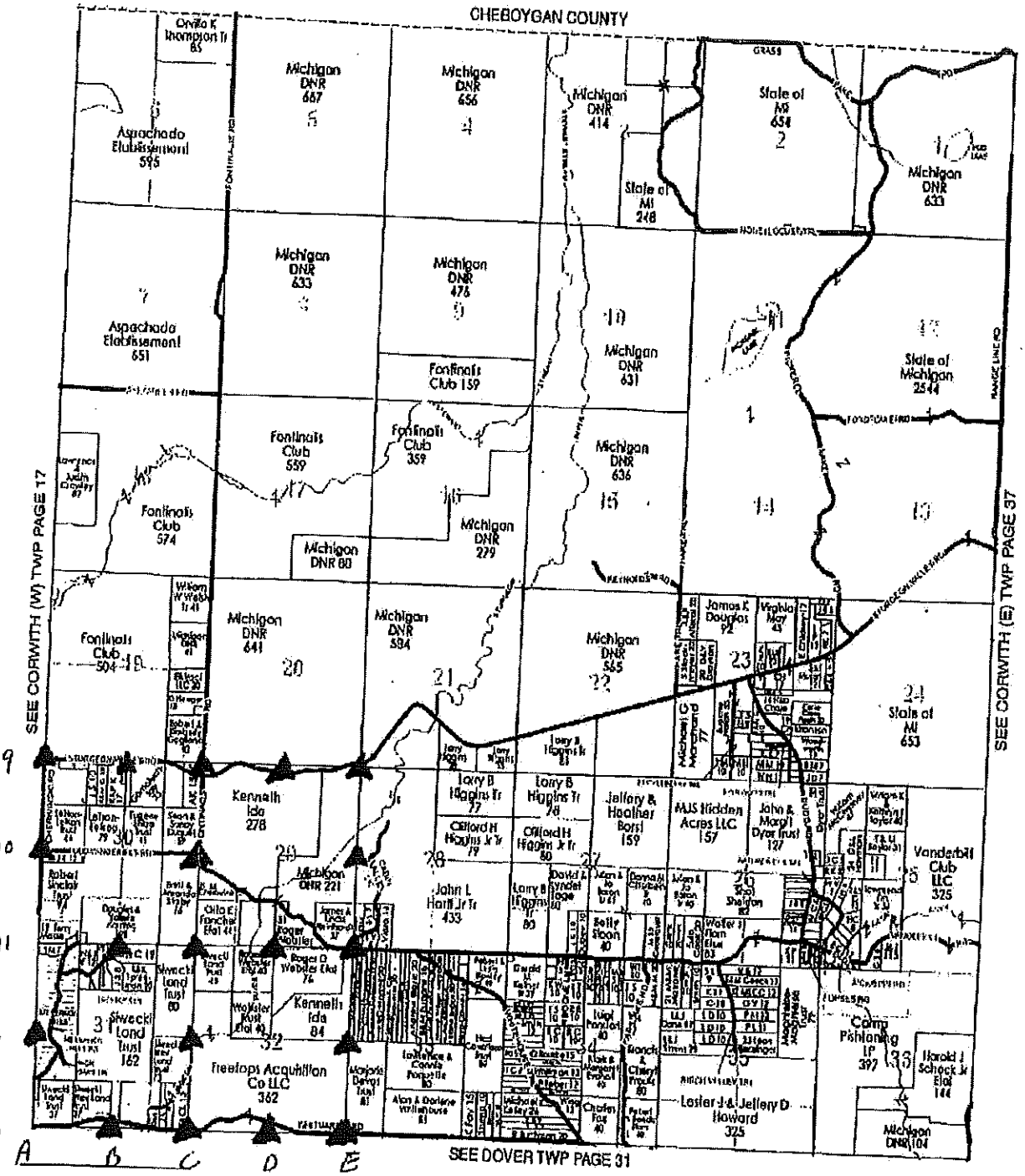

Otsego COUNTY
ESTABLISHED 1875 MICHIGAN

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
January22
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*)

Prepared by Administration
BOC to Review/Adopt 11/13/2018

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)

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 19-03
AUTHORIZING RESOLUTION
OTSEGO COUNTY BOARD OF COMMISSIONERS

WHEREAS, the Otsego County Board of Commissioners is the owner of a property located at 1425 South Mapleleaf Drive, Gaylord, Michigan 49735 and has a mortgage recorded in the office of the Register of Deeds for Otsego County Michigan, in Liber 1323, Pages 52-65 in the name Patrick J. Compeau and Suzanne L. Compeau, f/k/a Suzanne L. VandenHoek, 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 Patrick J. Compeau and Suzanne L. Compeau, f/k/a Suzanne L. VandenHoek, 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)

Otsego COUNTY MICHIGAN

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 Nowl — 01/18/2019
Department Head Signature — **Date**

Rachel Frisch — 1-18-19
Administrator's Signature — **Date**

1-22-19
Board Approval Date (if necessary) — **Budget Adjustment #** — **Posting Number**

Finance Department
Entered:
By:

Pg. 2

Otsego COUNTY MICHIGAN ESTABLISHED 1875

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
249-371-704.300 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	$	$

[signature] 1/18/2019

Department Head Signature **Date**

Finance Department
Entered:
By:

Administrator's Signature **Date**

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

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
Entry Date: 01/08/2019
Description: RECLASS JAIL BUDGET LINE ITEMS

Entered By: mmaier
Journal: BA

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: _____