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 8, 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 December 18, 2018 w/attachments and the Regular Minutes of January 2, 2019 - Motion to Approve

Committee Reports

Administrator's Report

Department Head Report

Special Presentations

City Liaison, Township & Village Representatives

Correspondence

New Business

A. Financials
   1. December 26, 2018 Warrant
   2. January 2, 2019 Warrant
   3. January 8, 2019 Warrant
B. Other Business

Public Comment

Board Remarks, Announcements, and Informal Discussions

Adjournment

In compliance with the Americans with Disabilities Act, persons with physical limitations that may tend to restrict access to or participation in this meeting should contact the County Administrator's office (989-731-7520) at least twelve (12) hours prior to the scheduled start of the meeting.

OTSEGO COUNTY
Board of Commissioners

Otsego COUNTY
ESTABLISHED 1875 MICHIGAN

EXECUTIVE SUMMARY

AGENDA ITEM:	AGENDA DATE:
Regular Minutes of December 18, 2018 and the Regular Minutes of the January 2, 2019 Organizational Meeting, with attachments	January 8, 2019
AGENDA PLACEMENT:	ACTION REQUESTED:
Consent Agenda, Item A.	Motion to Approve
STAFF CONTACT(S):	ATTORNEY REVIEW:
Rachel Frisch, County Administrator	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 December 18, 2018 and the Regular Minutes of the January 2, 2019 Organizational Meeting, with attachments.

December 18, 2018

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 Sheriff Matt Nowicki.

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

Consent Agenda:

Motion by Commissioner Doug Johnson, seconded by Commissioner Paul Liss, to approve the Regular minutes of November 27, 2018 with attachments. Ayes: Unanimous. Motion carried.

Motion by Commissioner Doug Johnson, seconded by Commissioner Paul Liss, to approve the 2019 Holiday Schedule-with correction. Ayes: Unanimous. Motion carried. (see attached)

Motion by Commissioner Doug Johnson, seconded by Commissioner Paul Liss, to approve the reappointment of Judge George Mertz to the Otsego County Commission on Aging Board to a term expiring on December 31, 2021. Ayes: Unanimous. Motion carried.

Motion by Commissioner Doug Johnson, seconded by Commissioner Paul Liss, to grant authority to the County Administrator to authorize 2018 budget amendments up to $10,000 per line item, with subsequent approval by the Otsego County Board of Commissioner at their next regular board meeting. Ayes: Unanimous. Motion carried.

Motion by Commissioner Doug Johnson, seconded by Commissioner Paul Liss, to approve the appointment of Brian Fullford to the Otsego County Remonumentation Board to complete the remaining term of James Schwandt, whose term expires on June 12, 2020. Ayes: Unanimous. Motion carried.

Motion by Commissioner Doug Johnson, seconded by Commissioner Paul Liss, to approve the lease agreement with North Country Community Mental Health for a one year period ending 9-30-19, with an option to renew. Ayes: Unanimous. Motion carried. (see attached)

Special Presentations:
Lisa Kaspriak reported on the Mid-Michigan Medical Examiners Group (MMME).

Motion by Commissioner Rob Pallarito, seconded by Commissioner Julie Powers, to approve the contract with Mid-Michigan Medical Examiners Group for a period of March 1, 2019-December 31, 2019, and then for a 4-year term from January 1, 2020-December 31, 2023, at a

cost estimate of $70,139 plus a one-time implementation fee of $13,830 for 2019; a 3% increase will be applied each subsequent year. Ayes: Unanimous. Motion carried. (see attached)

Motion by Commissioner Rob Pallarito, seconded by Commissioner Duane Switalski, to appoint Dr. McNamara as Medical Examiner for a period of two months, January 1, 2019- February 28, 2019. Ayes: Unanimous. Motion carried.

Motion by Commissioner Rob Pallarito, seconded by Commissioner Doug Johnson, to appoint Dr. Wagner as Medical Examiner for 10 months in 2019, March 1, 2019-December 31, 2019, and then for a 4 year term from January 1, 2020-December 31, 2023. Ayes: Unanimous. Motion carried.

Truth in Taxation hearing opened at 9:48 a.m.
Truth in Taxation hearing closed at 9:49 a.m.

Committee Report:

Motion by Commissioner Ken Glasser, seconded by Commissioner Rob Pallarito, to approve OCR 18-30 2019 Budget and Appropriations Act.
Roll Call Vote:
Ayes: Julie Powers, Paul Liss, Duane Switalski, Rob Pallarito, Ken Glasser, Doug Johnson, Ken Borton, Bruce Brown.
Nays: None.
Absent: Paul Beachnau.
Motion carried/Resolution adopted. (see attached)

Motion by Commissioner Ken Glasser, seconded by Commissioner Doug Johnson, to approve the budget amendment and transfer of $20,000 to the Sheriff's Work Camp (Fund 205). Ayes: Unanimous. Motion carried. (see attached)

Motion by Commissioner Rob Pallarito, seconded by Commissioner Julie Powers, to approve a budget amendment for $5,000 for professional services provided by the auditors, paid out of the Administrative Services Fund (Fund 645). Ayes: Unanimous. Motion carried. (see attached)

Motion by Commissioner Rob Pallarito, seconded by Commissioner Duane Switalski, to award the bid to Hickerson Floor & Tile Haus to recarpet a portion of the Alpine Center First Floor, at a cost of $24,526.40, to be paid out of the Capital Projects Fund (Fund 499). Ayes: Unanimous. Motion carried. (see attached)

Motion by Commissioner Rob Pallarito, seconded by Commissioner Doug Johnson, to award the bid to Bulldog Painting to paint a portion of the Alpine Center First Floor, at a cost of $15,078, to be paid out of the Capital Projects Fund (Fund 499). Ayes: Unanimous. Motion carried. (see attached)

Administrator's Report:
Rachel Frisch thanked everyone for their hard work with the budget process.

Department Head Reports:
Diann Axford reported on the Treasurer's office; has a guide to hand out to the citizen's that explains the tax foreclosure process; 113 parcels up at the tax auction, sold 39.

City Liaison, Township and Village Representative:

Michelle Noirot reported on the Bagley Township meeting; entered into a 425 agreement with the City for 29 acres, housing apartment development.

Mary Sanders reported on the Hayes Township meeting; the township opted out of recreational marijuana.

Correspondence: None.

New Business:

Motion by Commissioner Bruce Brown, seconded by Commissioner Duane Switalski, to approve the December 4, 2018 Warrant in the amount of $186,691.03. Ayes: Unanimous. Motion carried.

Motion by Commissioner Duane Switalski, seconded by Commissioner Rob Pallarito, to approve the December 11, 2018 Warrant in the amount of $130,436.27. Ayes: Unanimous. Motion carried.

Motion by Commissioner Julie Powers, seconded by Commissioner Paul Liss, to approve the December 18, 2018 Warrant in the amount of $600,171.23. Ayes: Unanimous. Motion carried.

Motion by Commissioner Ken Glasser, second by Commissioner Julie Powers, to appoint James Camiller, CPA to the Otsego County Road Commission Board for a 2-year term 1/1/19 – 12/31/22. Ayes: Julie Powers, Paul Liss, Duane Switalski, Ken Glasser, Doug Johnson, Ken Borton, Bruce Brown. Nays: Rob Pallarito. Motion carried.

Motion by Commissioner Ken Glasser, seconded by Commissioner Doug Johnson, to appoint Kathy Heinz, CPA to the Otsego County Road Commission Board for a 4-year term 1/1/19-12/31/22. Ayes: Julie Powers, Duane Switalski, Ken Glasser, Doug Johnson, Ken Borton, Bruce Brown. Nays: Paul Liss. Motion carried.

Chairman Ken Borton opened up the meeting for public comment.

Board Remarks:
Commissioner Rob Pallarito had no report.

Commissioner Ken Glasser attended the Camp Grayling Community Group meeting, another meeting scheduled for 1-7-19; attended the conservation district meeting.

Commissioner Bruce Brown had no report.

Commissioner Paul Liss reported there will be a discussion of recreational marijuana at Vanderbilt's first meeting in January 2019.

Commissioner Julie Powers had no report.

Commissioner Duane Switalski thanked those who applied for the road commission and others who have applied for various boards.

Commissioner Doug Johnson reported on the Parks and Recreation department meeting; Groen Nature preserve has a new ranger; new bid received for entrance; applied for a grant for Irontone Springs walking path; County park use was up this year; attended the Commission on Aging meeting.

Commissioner Ken Borton thanked the audience for attending; thanked Administrative staff and Board members for a good year.

Motion by Commissioner Paul Liss, seconded by Commissioner Duane Switalski, to enter into closed session as authorized by Section 8c and 8h of the Open Meetings Act, to discuss Collective Bargaining, and also 15.268 of the Open Meetings Act, to discuss property.
Roll Call Vote:
Ayes: Julie Powers, Paul Liss, Duane Switalski, Rob Pallarito, Ken Glasser, Doug Johnson, Ken Borton, Bruce Brown.
Nays: None.
Absent: Paul Beachnau.
Motion carried.

Entered into closed session at 10:40 a.m.
Returned to open session at 11:35 a.m.

Motion by Commissioner Paul Liss, seconded by Commissioner Doug Johnson, to ratify the 2019 Teamsters Bus Union Contract. Ayes: Unanimous. Motion carried.

Motion by Commissioner Paul Liss, seconded by Commissioner Julie Powers, to ratify the 2019 POAM Contract. Ayes: Unanimous. Motion carried.

Motion by Commissioner Ken Glasser, seconded by Commissioner Julie Powers, to rescind approval of the November 27, 2018 Otsego County Board of Commissioner minutes, further to correct the citation of MCL 225.6 to MLC 224.6 and to approve the minutes as corrected. Ayes: Unanimous. Motion carried.

Administrator, Rachel Frisch, reminded the Board of the Organizational meeting 1-2-19 at 9:30 a.m.

Meeting adjourned at 11:40 a.m.

_____

Kenneth C. Borton, Chairman

_____

Susan I. DeFeyter, Otsego County Clerk

Otsego COUNTY
ESTABLISHED 1875 MICHIGAN

2019 Holiday Schedule

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

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

AN AGREEMENT

between

COUNTY OF OTSEGO
A Body Corporate

At 225 West Main Street, Gaylord, Michigan 49735

and

NORTH COUNTRY COMMUNITY MENTAL HEALTH

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

1. **Premised Land**. The Lessor hereby agrees to lease to the Lessee 13,204 square feet (the entire first floor) of the Premises located at 800 Livingston Boulevard, commonly known as the Alpine Center in the Township of Livingston, County of Otsego, State of Michigan (the "Premises").

2. **Term**. To have and to hold said Premises with all appurtenances for a term of one (1) year beginning on the 1st day of October, 2018 and ending on September 30, 2019 ("Initial Term"). Lessee may, at its option, provided it is not in default hereunder, upon not less than sixty (60) days advance written notice to Lessor by certified mail, return receipt requested, extend the term of this Rental Agreement for one (1) additional one-year term ("Renewal Term"), on the same terms and conditions set forth herein and at the rental amount set forth in paragraph 4 below.

3. **Holding Over**. The Lessor has the absolute right to withhold its consent to any proposed holdover. If Tenant remains in possession of the Premises after the Termination Date with Landlord's consent, it will occupy the Premises as a holdover tenant on a month-to-month basis. Tenant will be subject to all the terms of this Lease to the extent they can be applied to a month-to-month tenancy.

4. **Rent**. Lessee shall pay Lessor rent in the amount of Seventy Thousand Nine Hundred Twenty-Seven and 68/100 dollars ($70,927.68) per year, payable in installments of Five Thousand Nine Hundred Ten and 64/100 dollars ($5,910.64) per month, with monthly payments due on the first of each month. In the event Lessee exercises its option for the Renewal Term, as provided in Paragraph 2 above, Base Rent shall increase by five (5%) percent to Seventy-Four Thousand Four Hundred Seventy-Four and 04/100 dollars ($74,474.04) annually, payable in monthly installments of Six Thousand, Two Hundred Six and 17/100 ($6,206.17) Dollars

5. **Cancellation**. Upon any willful breach, or upon default of any of the terms and conditions herein, or upon any willful breach or default of any of the terms and conditions located within all agreements between Lessor and Lessee, this Lease shall be deemed forfeited by Lessee and cancelled by the Lessor; provided, however, that the Lessor shall give notice to Lessee of any breach or default, and Lessee shall have thirty (30) days in which to cure any defaults.

a. Should this Lease be terminated, cancelled or forfeited due to the willful breach by the Lessee, the Lessee shall peaceably give up to the Lessor the leases Premises in as good a condition as at the beginning of the term hereof, reasonable use and wear thereof and damage by the elements excepted. Improvements, additions or other construction made thereon by the Lessee shall become the property of the Lessor; however, Lessee may remove personal property and trade fixtures which can be removed without causing material damage to the Premises.

6. **Funding**: The Tenant cannot guarantee funding during the Term of this Agreement. The Tenant's existence and primary sources of funding are subject to federal, state, and county legislative action. If federal, state or county legislation, rules or judicial order are passed which provide for the eventual termination of the Lessee or, which in the determination of the Lessee reduces Lessee funding, then the Lessee may elect to immediately terminate this Agreement with no further liability to the Lessor except for payment for those services which have been provided by the Lessor as of the date of termination.

7. **Services Provided by Lessor**. The Lessor shall furnish the following services:

   a. Ground Maintenance including all upkeep and cleaning of grounds as necessary
   b. Parking Lot including the cleaning and maintenance of parking area, and for snow removal and lawn maintenance in a reasonable and timely manner.
   c. Landlord shall furnish heat, sewer service and water services, said cost to be prorated among tenants.

8. **Services Provided by the Lessee**. The Lessee shall furnish at its own expense the following services:

   a. Electric – Tenant shall pay for electric service, with separate meters being provided.
   b. Janitorial Services – Each tenant shall be responsible for cleaning service of their unit(s).

9. **Obligation to Maintain and Repair**. The Lessee shall reimburse the Lessor for any repairs to the premises from damage, which exceeds normal wear and tear to be expected from lawful and proper use of the premises and the sole cause of which was the negligent acts or omissions of Lessee's employees.

   a. The Lessee shall notify the Lessor or his agent of the need for any repairs or replacements, which are not the responsibility of the Lessee. The Lessor may enter upon the premises at any reasonable time for the purpose of inspection thereof to determine whether repairs or replacements are required and for the purpose of making such repairs and replacements.

10. **Alterations**. Tenant shall make no alterations, decorations, additions or improvements in or to demised premises without the written consent of the landlord first had and obtained, except those changes required by Tenant to accommodate necessary equipment to be installed at Tenant's expense.

11. **Signage**. Unit signs shall be limited to the Register located in building lobby.

    a. Tenant will not cause or permit to be placed on the doors, windows, wall, fronts or sides of said building, or said demised premises or elsewhere in said building, any signs, placards, pictures, displays or other reading or advertising matter without the written consent of Landlord; and Tenant agrees that Landlord may, without notice, remove and destroy such signs, placards, pictures, etc. so placed without its consent.

12. **Insurance**. Tenant shall maintain and furnish proof of the following insurance: liability insurance covering both property damage and personal injury with minimum coverage of $1,000,000 per occurrence, and shall name the Lessor as a named additional insured. Lessee shall furnish a copy of the insurance policy to Lessor on Lessor's request. Landlord agrees to maintain fire insurance on the building of the demised premises, and tenant agrees to maintain fire insurance on the contents of the demised premises.

13. **Mutual Indemnification**. Tenant will indemnify and defend Landlord against all claims for bodily injury or property damage relating to the Premises. The claims covered by this indemnification include all claims for bodily injury or property damage relating to (a) the condition of the Premises; (b) the use or misuse of the Premises or common areas by Tenant or its agents, contractors, or invitees; or (c) any event on the Premises or common areas, whatever the cause. Tenant's indemnification does not extend to liability for damages resulting from the sole or gross negligence of Landlord or for Landlord's intentional misconduct. Landlord will indemnify and defend Tenant against all claims for bodily injury or property damage relating to the common areas of the Property. The claims covered by this indemnification include all claims for bodily injury or property damage relating to (a) the condition of the common areas; (b) the use or misuse of the common areas by Landlord or its agents, contractors, or invitees.

14. **Successors and Assigns**. The covenants, conditions, and agreements made and entered into by the parties hereto, are hereby declared binding upon the successors and assigns of the Lessor, and upon their heirs, administrators, executors, and assigns of the Lessee.

15. **Transfer of Interest**. It is further agreed that the Lessee shall not assign or transfer this Lease, nor sublet any of the Premises, including the buildings or improvements thereon, except as herein provided, without the written consent and approval of the Lessor, which shall not be unreasonably withheld.

16. **Use of the Premises**. Tenant will not use the Premises in any matter which violates the Building Rules or Applicable Laws. The Building Rules may be amended by Landlord in its sole discretion.

17. **Compliance with Federal Circular A-87**. The Lessor acknowledges that Lessee is responsible for compliance with the provisions of Federal Circular A 87 pursuant to the requirements of its contract with the Michigan Department of Community Health regarding real property lease payments. Such requirements prevent Lessee from making lease payments in amounts that exceed the Lessor's cost attributable to the portion of the leased premises occupied by the

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

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

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

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

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

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

LESSOR:
OTSEGO COUNTY

BY: _____

Its: _____

LESSEE:
NORTH COUNTRY COMMUNITY MENTAL HEALTH

BY: _____

Its: _____

MEDICAL EXAMINER CONTRACT

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

WITNESSETH:

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

WITNESSED BY:

COUNTY OF OTSEGO:

_____

_____

Chairperson

OTSEGO County Board of Commissioners

WITNESSED BY:

CONTRACTORS:

_____

_____

Paul A. Wagner, D.O.

_____

_____

Mid Michigan Medical Examiners Group, LLC

EXHIBIT A

PAYMENT SCHEDULE

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

Medical Examiner Full Services: $ 24,922

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

Autopsy/Case Related Death Costs: $ 50,017

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

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

NET ANNUAL BUDGET: $70,139

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

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

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

PRESENT:

ABSENT:

The following preamble and resolution were offered by Commissioner Beachnau.

OCR 18-30
Fiscal Year 2019 Budget Resolution
And General Appropriations Act

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

WHEREAS, County offices, the courts, county departments, agencies and others have submitted requests for a county appropriation in the 2019 budget; and

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

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

WHEREAS, the Board of Commissioners has determined the amount of money to be raised by taxation necessary for expenditures and liabilities for the 2019 fiscal year and has ordered that money to be raised by taxation within statutory and constitutional limitations.

NOW, THEREFORE, BE IT RESOLVED

1. That the 2019 Otsego County Budget for the General Fund which is incorporated by reference herein, is hereby adopted on a basis consistent with the Otsego County policies, subject to all County policies regarding the expenditure of funds as well as the conditions set forth in this resolution.
2. Tax rates are to be levied for the 2019 fiscal year as summarized in Appendix A of this document.
3. That this budget reflects a reasonable allocation of available resources to the various County departments, boards, and agencies, and allows for all mandated services, programs, and activities, including the courts to be performed at or beyond a serviceable level.

4. That the Board of Commissioners hereby authorizes monthly county-based surcharge of $1.72 be placed on all communications service provider equipment able to call 9-1-1 for service as allowed under Public Act 164 of 2007 to defray the costs of being ready to process and of actually processing 9-1-1 calls placed within Otsego County for Fiscal Year 2019, and that such funds shall be used in accordance with all applicable state and federal laws and County policies.
5. That all County elected officials and department heads shall abide by all County policies, including the Purchasing policy, personnel policies, and applicable labor agreements, as adopted and amended by this Board and that the budgeted funds are appropriated contingent upon compliance with these policies.
6. That the approved employee positions on the Approved Position Control Number Roster contained in this Budget as Appendix B, shall limit the number of employees who can be employed. No funds are appropriated for any position or employee not on the Approved Position Control Number Roster. Further, there may be a need to increase or decrease various positions within the Budget and/or impose a hiring freeze and/or impose lay-offs due to the unforeseen financial changes; therefore, the Approved Position Control Number Roster List may be changed from time to time by the Board and/or the Board may impose a hiring freeze. County elected officials and department heads shall abide by whatever changes are made by the Board, if any, relative to the approved positions and the number of employees stated in the Approved Position Control Number Roster List.
7. That the authorized positions in the Approved Position Control Number Roster List contained in each budget indicates the authorized maximum number of employees in their respective classifications for that budget. Any deviations from said list must be specifically approved by the Board.
8. That certain positions contained in the Approved Position Control Number Roster List which are supported in some part by a grant, cost sharing, child care reimbursement, or other source of outside funding, are only approved contingent upon the County receiving the budgeted revenues. In the event outside funding is not received, or the County is notified that it will not be received, then said positions shall be considered unfunded and removed from the Approved Position Control Number Roster List.
9. That the Administrator is authorized upon request of the respective elected official or department head to transfer persons from certain positions contained in the Approved Position Control Number Roster List, which are supported in some part by grant, cost sharing, child care reimbursement or other source of outside funding, to another grant funded position in order to reduce County cost.
10. That the Board of Commissioners elects to set the limit that Otsego County, as employer, will pay for medical benefit plan coverage at 80% for all Otsego County employees to comply with Michigan Public Act 152 of 2011.

11. That revenues received by the County under Public Act 106 and 107, 1985 (Convention Facility Tax revenues) shall not be used to reduce the County's operating millage levy (2018 Budget Year) as defined by Public Act 2 of 1986.
12. That in accordance with Public Act 106 of 1985 and Public Act 2 of 1986, 50% or approximately $88,712 of the estimated $177,424 of the Convention Facility Tax revenues not used to reduce the County's operating tax rate, shall be transmitted to the Northern Michigan Substance Abuse Services with remaining revenues to be deposited into the County's General Fund.
13. That revenues received by the County under Public Act 264 of 1987 (Health and Safety Fund Act) shall not be used to reduce the County's operating millage levy (2019 Budget Year).
14. That in accordance with Public Act 264 of 1987, that 12/17 of the estimated Cigarette Tax revenue, not used to reduce the County's operating tax rate, shall be appropriated to the Northwest Michigan Health Department, for public health prevention programs and services, with remaining revenues to be deposited into the County's general fund. The County's estimated Cigarette Tax revenue for 2019 is $0.
15. That the Administrator is hereby appointed "Budget Administrator," pursuant to the Uniform Budget and Accounting Act, MCLA 141.421 et seq., with power to administer such duties in connection with said budget, as may be from time to time, delegated to the Office of the County Administrator by this Board.
16. That the Budget Administrator be directed to disburse to the various agencies, the approved County appropriation on the basis of need as determined by the cash balances within their respective funds.
17. That the County Administrator, upon recommendation of the appropriate elected official or department head, be authorized to accept grants on behalf of the County if there is no local match required, or ongoing programming or funding which would require additional appropriations or staffing in current or future fiscal years.
18. That the County Administrator, upon recommendation of the appropriate elected official or department head, be authorized to accept grants on behalf of the County in an amount up to $50,000 with a local match not to exceed 10% ($5,000), if required, and if available within the requesting department's current budget, and to record the appropriate budget amendment.
19. That the County Administrator is required and directed to automatically reduce any department each time a reduction is made in federal, state or local funds. The County Administrator, in conjunction with the affected elected official or department head, shall promptly make the necessary lay-offs and advise those affected by the service that those services are being discontinued as a result of said cutbacks.

20. That the County Administrator is authorized to cause the drafting of contracts where necessary and appropriate within established budgetary limitations and that the County Administrator is authorized to sign said contracts after legal counsel approved each contract as to legal form, and the Board of Commissioners has approved each contract. The County Administrator is authorized to sign all contract renewals without prior approval of the Board if funds are previously approved for said contract and there are no changes to the contract as part of the renewal.
21. That the Board of Commissioners has determined that it is fiscally prudent to carry a $350,000 fund balance in the Health Care fund (Fund 647). Funds in excess of this amount shall be refunded to the contributing funds outside of the general fund as follows: 208 Parks and Recreation, 209 Groen Operating Fund, 588 Bus, 212 Animal Control, 232 Housing, 281 Airport, 249 Land Use Services. All remaining leftover funds will be transferred to the General Fund.
22. The Board of Commissioners has determined that it is fiscally prudent to maintain a Legal Defense Fund, Fund 280.
23. The Board of Commissioners has determined that it is fiscally prudent to carry a fund balance level of 10% of expenditures from year-to-year in the Building and Grounds Fund, Fund 637, in order to avoid cash flow shortfalls.
24. The Board of Commissioners has determined that the Administrative Services Fund, Fund 645, will need to maintain a fund balance level of 5% of expenditures from year-to-year, in order to avoid cash flow shortfalls.
25. The Board of Commissioners has determined that the Tax Foreclosure Fund, Fund 617, will need to maintain a minimum Fund Balance of $200,000 to offset potential foreclosure sale losses, and to have funds to pay for property clean-up and maintenance for those parcels that have become County-owned property via the foreclosure process, and to have funds to pay for payroll expenses for staff time spent on managing the foreclosure process and accounting for foreclosures.
26. That the amounts indicated in the "Budgetary Detail" are hereby appropriated from the General Funds and other funds of Otsego County according to the Activity Centers (Departments) contained in that detail which is incorporated herein by reference, and that such appropriations shall be restricted to the functioning of those Activity Centers (Departments), all applicable federal and state laws, County policies, and the provisions of this Act. The "Budgetary Detail" chart is included in this document at Appendix C.
27. The Administrator has the authority to approve all amendments made to the 2019 budget except for instances where a) the amendment will increase the department's total net budget or b) the amendment will affect a payroll account (defined as any account in the 700.000-705.000 expenditure section of the general ledger, except education and training 704.400) and exceeds $500 in total.

AND FURTHER BE IT RESOLVED,

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

A ROLL CALL VOTE WAS TAKEN AS FOLLOWS:

AYES:

NAYS:

RESOLUTION DECLARED ADOPTED.

_____
Ken Borton, Chairman
Otsego County Board of Commissioners

_____
Susan I. DeFeyter, County Clerk

STATE OF MICHIGAN)
) ss.
COUNTY OF OTSEGO)

The undersigned, being the duly qualified and acting Clerk of the County of Otsego, hereby certifies that the foregoing is a true and complete copy of a resolution duly adopted by the Otsego County Board of Commissioners at a regular meeting held on the 18TH day of December, 2018, at which meeting a quorum was present and remained throughout and that an original thereof is on file in the records of the County. I further certify that the meeting was conducted, and public notice thereof was given, pursuant to and in full compliance with Act No. 267, Public Acts of Michigan, 1976, as amended, and that minutes of such meeting were kept and will be or have been made available as required thereby.

_____
Susan I. DeFeyter, County Clerk

DATED: _____, 2018

APPENDIX A
AUTHORIZED TAX RATES 2019 BUDGET YEAR

TAXING ENTITY	MILLAGE RATE
COUNTY OPERATING*	0.0040502
ANIMAL CONTROL	0.0003000
BUS	0.0002500
COMMISSION ON AGING	0.0010000
COUNTY PARKS AND RECREATION/COMMUNITY CENTER	0.0002500
EMERGENCY SERVICES	0.0007800
LIBRARY	0.0004000
LIBRARY EXPANSION PROJECT	0.0003750
M TEC	0.0006464
RECYCLING	0.0003500
ROAD COMMISSION	0.0010000
SPORTSPLEX OPERATING	0.0002500
SPORTSPLEX BUILDING AND MAINTENANCE	0.0001875
UNIVERSITY CENTER OF GAYLORD	0.0005569
TOTAL	0.0106960

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

APPENDIX B

County Roster 2019

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

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

OTSEGO COUNTY – 2019 COURT EMPLOYEE CENSUS

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

TITLE	No. Emp
Probation Compliance Officer	1
Juvenile Register	1
Probate Register	1
Collections Clerk	1
Deputy Court Clerk – Criminal	1
Deputy Court Clerk – Civil	1
Deputy Court Clerk – Traffic	1
FOC Part-time Secretary/Receptionist	1
Part-time Court Officer	3

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

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

Enterprise Funds						
281	Airport	$	1,044,694	$	1,063,176	-1.74%
282	Airport Special Events Fund	$	188,000	$	188,000	0.00%
516	Delinquent Tax Fund	$	664,108	$	468,010	41.90%
588	Otsego County Bus System	$	1,450,103	* $	2,033,182	-28.68%
593	Advertising - I75 Sign Fund	$	500	$	3,000	-83.33%
595	Jail Commisary	$	15,855	$	16,106	-1.56%
616	Homestead Audit Fund	$	1,700	$	1,925	-11.69%
617	Tax Foreclosure Fund	$	316,058	$	175,000	80.60%
618	GIS Project and Aerial	$	45,085	$	74,768	-39.70%
		$	3,726,103	$	4,023,167	-7.38%
Capital Projects Funds						
469	University Center Capital Projects Fund	$	-	$	684,834	-100.00%
471	Library Building Fund	$	-	$	-	#DIV/0!
472	Library Building Construction Bond Fund	$	897,003	$	99,865	798.22%
473	Library Construction Millage Fund	$	468,984	$	491,890	-4.66%
474	Tennis Court Construction Fund	$	-	$	-	#DIV/0!
475	Trail Construction Fund	$	2,740,133	$	-	#DIV/0!
476	Gaylord Gateway Trailhead	$	48,827	$	-	#DIV/0!
481	Airport Capital Projects	$	50,000	$	20,000	150.00%
494	Groen Capital Projects Fund II	$	310,000	$	-	#DIV/0!
495	Groen Nature Preserve Capital Projects Fund	$	-	$	-	#DIV/0!
497	Courthouse Restoration Fund	$	45,000	$	45,000	0.00%
499	Capital Projects Fund	$	465,000	$	370,000	25.68%
		$	5,024,947	$	1,711,589	193.58%
TOTAL COUNTY BUDGET, WITHOUT COMPONENT UNITS		$	26,683,423	$	23,149,755	15.26%
Component Units						
201	Road Commission	$	11,532,075	$	10,189,575	13.18%
210	EMS/Ambulance	$	2,350,343	$	2,333,164	0.74%
213	University Center - Restricted	$	711,192	$	688,834	3.25%
216	University Center - Unrestricted	$	-	$	-	0.00%
217	Sportsplex Operating	$	867,300	$	889,740	-2.52%
297	Commission on Aging	$	1,967,991	* $	1,930,374	1.95%
465	Road Construction Fund	$	1,250,623	$	1,229,724	1.70%
468	Sportsplex Building Maintenance Fund	$	234,492	$	230,573	1.70%
594	UCMAN	$	62,248	$	90,000	-30.84%
		$	18,976,264	$	17,581,984	7.93%
TOTAL COUNTY BUDGET, INCLUDING COMPONENT UNITS		$	45,659,687	$	40,731,739	12.10%

* Fund has a fiscal year ending 9/30.

Otsego COUNTY MICHIGAN

OTSEGO COUNTY
BUDGET AMENDMENT

FUND/DEPARTMENT: Work Camp (205)

As provided for in the Uniform Budget and Accounting Act of 1978, as amended, and consistent with Otsego County Policy, the Administrator and Finance Director are hereby authorized to record the following adjustments to the budget.

Fund Type: ☐ General ☑ Special Revenue ☐ Debt Service ☐ Capital Project ☐ Business-Type (Enterprise or Internal Svc)

DESCRIPTION Adjustments to work camp budget for 2018

REVENUE

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

EXPENDITURE

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

Department Head Signature _____ Date _____

Rachel Frisch 12·12·18

Administrator's Signature Date

12/18/18

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

Finance Department
Entered:
By:

Otsego COUNTY

OTSEGO COUNTY
BUDGET AMENDMENT

FUND/DEPARTMENT: Administration Fund

As provided for in the Uniform Budget and Accounting Act of 1978, as amended, and consistent with Otsego County Policy, the Administrator and Finance Director are hereby authorized to record the following adjustments to the budget.

Fund Type: ☐ General ☐ Special Revenue ☐ Debt Service ☐ Capital Project ☑ Business-Type (Enterprise or Internal Svc)

DESCRIPTION Amendment for professional fee

REVENUE

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

EXPENDITURE

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

Department Head Signature _____ Date _____

Rachel Frisch 12·12·18

Administrator's Signature Date

12/18/18

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

Finance Department
Entered:
By:

OTSEGO COUNTY ADMINISTRATION
BID REGISTER LOG/PRELIMINARY TABULATION SHEET

BID NUMBER: 2018-11

TITLE: Alpine Center Carpet

ADVERTISED: Yes

BID DEPOSIT REQUIRED: N/A

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

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

ADDENDUM/DATES:

BIDS/PROPOSAL RECEIVED

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

Otsego COUNTY MICHIGAN

OTSEGO COUNTY ADMINISTRATION
BID REGISTER LOG/PRELIMINARY TABULATION SHEET

BID NUMBER: 2018-11

TITLE: Alpine Center Carpet

ADVERTISED: Yes

BID DEPOSIT REQUIRED: N/A

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

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

ADDENDUM/DATES:

BIDS/PROPOSAL RECEIVED

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

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

January 2, 2019

The organizational meeting of the Otsego County Board of Commissioners was held in the County Building at 225 West Main Street, Room 100. The meeting was called to order at 9:35 a.m. by County Clerk, Suzy DeFeyter. Invocation by Commissioner Julie Powers, followed by the Pledge of Allegiance led by Commissioner Doug Johnson.

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

New Business:

Motion by Commissioner Ken Glasser, seconded by Commissioner Julie Powers, to elect Ken Borton as Chairperson for a 2-year term ending December 31, 2020. Ayes: Unanimous. Motion carried. Ken Borton was elected Chairperson.

Motion by Commissioner Ken Glasser, seconded by Commissioner Julie Powers, to elect Douglas Johnson as Vice-Chairperson for a 1-year term ending December 31, 2019. Motion by Commissioner Henry Mason to elect Ken Glasser as Vice-Chairperson. No second offered. Motion failed. Vote on Commissioner Ken Glasser's motion: Ayes: Unanimous. Motion carried. Douglas Johnson was elected Vice-Chairperson.

Chairman Ken Borton opened up the meeting for public comment.

Board Remarks:

Commissioner Rob Pallarito had no report.

Commissioner Ken Glasser reminded the Board of electronic aid; text messages or emails received regarding County business is subject to FOIA requests.

Commissioner Paul Liss had no report.

Commissioner Doug Johnson had no report.

Commissioner Henry Mason had no report.

Commissioner Julie Powers inquired about the email issues we are having.

Commissioner Duane Switalski commented on the Road Commission's good work on the roads.

Commissioner Ken Borton reported on the MAC bylaw changes; having a quarterly meeting with other elected officials; attending a meeting in Washington D.C on 1-9-19 representing MAC; reminded the Board of Committee appointments.

Meeting adjourned at 9:50 a.m.

_____

Kenneth Borton, Chairman

_____

Susan I. DeFeyter, County Clerk

OTSEGO COUNTY
Board of Commissioners

Otsego COUNTY
ESTABLISHED 1875 MICHIGAN

EXECUTIVE SUMMARY

AGENDA ITEM:	AGENDA DATE:
December 26, 2018 Warrant	January 8, 2019
AGENDA PLACEMENT:	ACTION REQUESTED:
New Business, A. Financials, Item 1	Motion to Approve
STAFF CONTACT(S):	ATTORNEY REVIEW:
Rachel Frisch, County Administrator	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 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	588-698-940.010	103.00
						233.00
12/26/2018	AP	2074(E)	CENTURY LINK	CURRENT CHARGE SUMMARY JANUARY 3 2019	261-427-930.210	59.21
12/26/2018	AP	2075(E)	CHARTER COMMUNICATIONS	INV # 0044755112218 TV INTERNET PHONE	281-537-920.410	349.77
12/26/2018	AP	2076(E)	CONSUMERS ENERGY	204921183832 CENTER ELECTRIC BILL	208-752-930.620	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	637-265-930.620-ALPCT00000	183.84
		2076(E)		DECEMBER ENERGY BILL	637-265-930.620-CRTHS00000	12,698.86
		2076(E)		NOV/DEC ENERGY BILL	637-265-930.620-LNDUS00000	848.98
						19,275.50
12/26/2018	AP	2077(E)	DE LAGE LANDEN PUBLIC FINANCE	PRINTER SERVICES	101-267-920.410	197.80
		2077(E)		PRINTER SERVICES	101-267-930.983	30.44
		2077(E)		PRINTER SERVICES	101-864-920.410	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 Date	Bank	Check #	Payee	Description	GL #	Amount
		2080(E)		CREDIT CARD EXPENSES	226-528-940.010-PROG000000	71.76
		2080(E)		CREDIT CARD EXPENSES	249-371-704.400	26.25
		2080(E)		CREDIT CARD EXPENSES	266-901-920.400	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	111.65
		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	637-265-930.210	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	889.98
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 #05-2	293-689-930.999	1,147.87
12/19/2018	AP	74160	CONSUMERS ENERGY	ACCT #1030 1874 5713 DELINQUENT ELECTRIC BILL, VETERAN #06-2(	293-689-930.999	463.49
12/26/2018	AP	74161	44NORTH	COBRA HRA SEAMLESS TELADOC MEMBERSHIP	647-851-704.110	1,807.20
12/26/2018	AP	74162	44NORTH	DECEMBER 2018 COBRA, TELADOC & HRA	101-131-704.110	189.61
		74162		DECEMBER 2018 COBRA, TELADOC & HRA	101-133-704.110	0.95
		74162		DECEMBER 2018 COBRA, TELADOC & HRA	101-148-704.110	24.90
		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

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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	3,308.13
12/26/2018	AP	74171	BENISTAR HARTFORD - 6795	HARTFORD RETIREE	647-851-704.110	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
						1,780.00
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	78.00
		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
						310.74
12/26/2018	AP	74184	CENTURYLINK	CURRENT NET CHARGES	261-427-930.210	142.57

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12/26/2018	AP	74185	CHARLES G. GOFF	12-18-18 JURY SERVICE	101-145-930.930	22.20
12/26/2018	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	292-662-930.830	12.00
						90.00
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
						56.00
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
						234.84
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
						2,371.50
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 12/6/18	101-134-940.010	24.00
		74201		18-82-DL TRANSPORT ON 12/6/18	292-662-930.830	36.00
						60.00
12/26/2018	AP	74202	DEAN G. RABISH	12-18-18 JURY SERVICE	101-145-930.930	20.60

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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 FOC 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	52.90
						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 # A808730 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	GBS INC	CRIMINAL CASEBINDER FILES	101-215-726.000	2,049.36
		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

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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
						55.00
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
						70.00
12/26/2018	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
						153.74
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. HORRIGAN	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
						65.50
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

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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 F. 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	CICOTSEGOC-BL-954784 - JANUARY 2019	101-131-704.140	420.61
		74249		CICOTSEGOC-BL-954784 - JANUARY 2019	101-133-704.140	41.56
		74249		CICOTSEGOC-BL-954784 - JANUARY 2019	215-141-704.140	225.65
		74249		CICOTSEGOC-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	18.20
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	36.40
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	29,585.68
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	588-699-930.600	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

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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

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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 JUVENILIE TETHER	292-662-940.010	304.00
12/26/2018	AP	74286	SCIENTIFIC BRAKE & EQUIPMENT COMPAN	020226109 CABLE ASSEMBLY, PLOW ASSEMBLY, BULB	209-751-726.000	29.52
		74286		020226109 CABLE ASSEMBLY, PLOW ASSEMBLY, BULB	209-751-726.050	230.00
						259.52
12/26/2018	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	208-751-801.020	543.00
12/26/2018	AP	74289	STATE OF MICHIGAN DHHS	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	637-265-930.610-CRTHS00000	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
12/26/2018	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 # 1530047629	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-DRAIN00000	764.49
12/26/2018	AP	74302	WALMART	RESTITUTION	701-000-271.000	125.92

Check Date	Bank	Check #	Payee	Description	GL #	Amount
12/26/2018	AP	74303	WENDY L. PURDOM	12-18-18 JURY SERVICE	101-145-930.930	30.40
12/26/2018	AP	74304	YVONNE R. HAUSLER	12-18-18 JURY SERVICE	101-145-930.930	38.00
			TOTAL - ALL FUNDS	TOTAL OF 160 CHECKS		806,563.51

OTSEGO COUNTY
Board of Commissioners

Otsego COUNTY
ESTABLISHED 1875 MICHIGAN

EXECUTIVE SUMMARY

AGENDA ITEM:	AGENDA DATE:
January 2, 2019 Warrant	January 8, 2019
AGENDA PLACEMENT:	ACTION REQUESTED:
New Business, A. Financials, Item 2	Motion to Approve
STAFF CONTACT(S):	ATTORNEY REVIEW:
Rachel Frisch, County Administrator	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	74306	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 Y	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	BRUCE TILLINGER	SERVICES 12/20/18 THRU 12/27/18	249-371-801.027	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 12/18/18	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	287.47
						1,418.57
01/02/2019	AP	74317	DUNNS	BATTERY	101-131-726.000	22.58
		74317		COLORED PAPER, HILIGHTERS, CLASSIFICATION FOLDERS	215-141-726.000	12.47
		74317		COLORED PAPER, HILIGHTERS, 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 Date	Bank	Check #	Payee	Description	GL #	Amount
01/02/2019	AP	74320	JOHNSON OIL COMPANY	CL39317 FUEL	588-699-930.660	6,518.14
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. 73-2669-18	701-000-299.000	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 10/8/18	101-131-801.022	450.00
01/02/2019	AP	74326	LINDA D MACK PC	COMMITTMENT HEARING ON 11/7/18	101-131-801.022	75.00
01/02/2019	AP	74327	MCCARDEL CULLIGAN	WATER DELIVERY	101-131-726.000	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 ROBE - 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
						3,204.30
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
						37.28
01/02/2019	AP	74334	QUILL CORPORATION	CLEANING SUPPLIES	101-131-726.025	77.05
		74334		CLEANING SUPPLIES	215-141-726.025	67.51
						144.56
01/02/2019	AP	74335	SALLY FIEHRER	OVERPAYMENT OF 2017 TAXES BY 90.19	516-030-694.000	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 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
						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	701-000-299.000	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	701-000-271.130	440.00
			TOTAL - ALL FUNDS	TOTAL OF 38 CHECKS		69,081.91

OTSEGO COUNTY
Board of Commissioners

Otsego COUNTY
ESTABLISHED 1875 MICHIGAN

EXECUTIVE SUMMARY

AGENDA ITEM:	AGENDA DATE:
January 8, 2019 Warrant	January 8, 2019
AGENDA PLACEMENT:	ACTION REQUESTED:
New Business, A. Financials, Item 3	Motion to Approve
STAFF CONTACT(S):	ATTORNEY REVIEW:
Rachel Frisch, County Administrator	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	I#000514712271 8; 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 2019 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 913126	101-301-726.050	36.94
01/08/2019	AP	74346	BLUEGLOBES LLC	INV # GLR - 49479 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 3000031246709.1	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	7.99
		74352		AR306904	212-430-726.000	183.85
		74352		SUPPLIES INV#AR300873	249-371-726.000	77.98
		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	588-698-726.025	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 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
						158.00
01/08/2019	AP	74358	J&P HEATING OF NORTHERN MI LLC	REPLACEMENT FURNACE INV#11006	249-901-970.300	3,800.00
01/08/2019	AP	74359	JIM'S ALPINE AUTOMOTIVE	MULITPLE 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		168985 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	249-371-801.024	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	101-131-801.022	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 TA	516-030-694.000	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	678.41
		74368		MEMBER 760 - 1ST QUARTER 2019	292-662-704.600	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
01/08/2019	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	393426-601987 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 # 33676958, 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
01/08/2019	AP	74389	SAGASSER & ASSOCIATES INC	INV #1-71801-2	617-901-970.300	3,758.38
01/08/2019	AP	74390	SCIENTIFIC BRAKE & EQUIPMENT COMPAN	INV # 020224845 QUICK RELEASE VALVE	281-537-920.400	16.86
01/08/2019	AP	74391	SOUTHEASTERN EQUIPMENT & SUPPLY INC	SPOTTER PORTABLE EXTRACTOR CLEANING MACHINE	101-131-726.000	375.00
01/08/2019	AP	74392	STANDARD ELECTRIC COMPANY	INV # 9545881-00 TRANSFORMER	281-537-920.400	66.22
01/08/2019	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 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	135.00
						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	9820763228 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
01/08/2019	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	MULITPLE INVOICES	281-537-920.400	71.55
		74400		132804 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