



City of Petoskey

Agenda

CITY COUNCIL

March 21, 2022

1. Call to Order - 7:00 P.M. – City Council Chambers
2. Recitation - Pledge of Allegiance to the Flag of the United States of America
3. Roll Call
4. Presentation – Hear presentation by District Library Director Valerie Meyerson concerning the Petoskey District Library 2021 Annual Report
5. Consent Agenda – Adoption of a proposed resolution that would confirm approval of the following:
 - (a) March 7, 2022 regular session City Council meeting minutes
 - (b) Acknowledge receipt of a report concerning certain administrative transactions since March 7, 2022
6. Miscellaneous Public Comments
7. City Manager Updates
8. New Business
 - (a) Adoption of a proposed resolution that would confirm a traffic order to authorize permanent installations of four-way stop signs at Woodland and Michigan Street and at Woodland and State Street
 - (b) Adoption of a proposed resolution that would approve the proposal from Verdin Company in the amount of \$49,154 to provide upgrades to the Bayfront Park Clock Tower
 - (c) National Flood Insurance Program required Floodplain Ordinance and Intergovernmental Agreement with Emmet County to continue program through FEMA
9. City Council Comments
10. Adjournment

Alternatively, join the meeting via the Zoom platform

<https://us02web.zoom.us/j/85436690243>

Meeting ID: 854 3669 0243

+1 646 558 8656 US (New York)

Persons with disabilities who require assistance in order to participate in the electronic public meeting should contact the City Clerk at the earliest opportunity by emailing aterry@petoskey.us or by calling 231-347-2500 to request assistance.

Persons interested in addressing the City Council during the meeting under public comment period can press the “raise hand” button or send a chat message in Zoom or by phone press *9.

Public meetings are being monitored and violations of statutes will be prosecuted.



City of Petoskey

Agenda Memo

BOARD: City Council

MEETING DATE: March 21, 2022

PREPARED: March 10, 2022

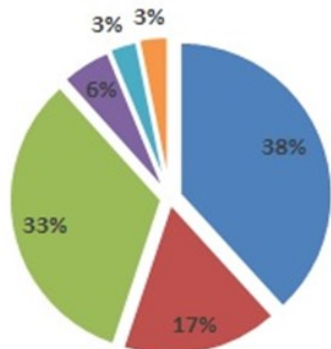
AGENDA SUBJECT: Petoskey District Library Presentation

RECOMMENDATION: That the City Council hear this presentation

Background District Library Director Valerie Meyerson will give a brief presentation to the City Council concerning the Petoskey District Library. The 2021 Annual Report is enclosed for your review.

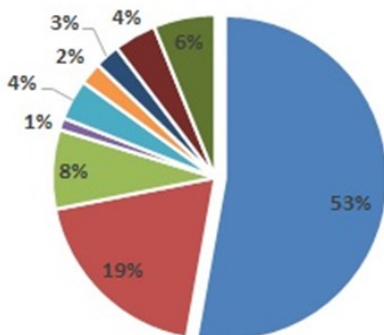
sb
Enclosure

REVENUES



- City Taxes: Operating: \$595,800
- City Taxes: Debt Fund: \$263,000
- Township Taxes: Operating: \$518,100
- Federal / State / County: \$84,400
- Local Library Income: \$47,200
- Grants / Donations: \$49,800

EXPENSES



- Personnel: \$729,100
- Debt payments: \$263,000
- Materials: \$109,000
- Programming: \$16,500
- Building / Equipment Maintenance: \$55,400
- Capital Outlay / New Equipment: \$30,300
- Supplies & Development: \$34,500
- Utilities & Insurance: \$58,000
- Contracted Services: \$84,700

Statistic Highlights,
up from 2020:

of New Patrons:

1,025, up 34%

Circulation:

152,090, up 18%

People visits:

62,095, up 22%

Wireless visits:

31,542, up 42%

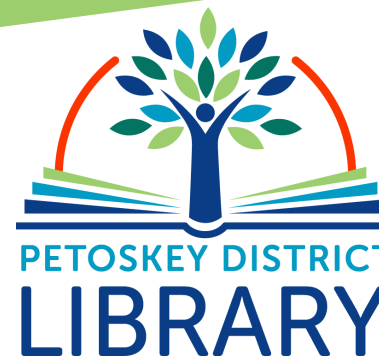
(we added lots of hubs
for outdoor connectivity)

Meeting room usage:

632, up 77%



Peace pole purchased using the
funds donated from The Backlot
Beer Garden during last April's
Beer for Books partnership.



2021 Annual Report

Director's Message:



Last year I summed up the Library as resilient and community-driven. While the same goes for this year, I have to say that I would add "dogged" and "resigned". Once again, I am so proud of the staff at the Library. They continue to be upbeat about our role in the community and work hard towards improving services every day. We are increasing our usage, slowly climbing back to pre-pandemic numbers. Knowing that we are in this forever-pandemic loop, the staff have figured out ways to continue to serve. Please see inside for some of the Library highlights of 2021.



PDL Staff, winter 2022

- Knowing that our littlest patrons want to continue their quest toward reading, the library resolved to find continued funding for the Growing Readers Together program. The Library received two large grants, one from Hestia Women's Giving Circle, another from the Library of Michigan. The library also secured continued support from the Friends of the Petoskey Library.
- Hearing that Emmet County Jail inmates are still not allowed visitors and have little access to free books, the library, in partnership with the Community Recovery Alliance and the Friends of the Petoskey Library, started *Books Broaden the View*, an Emmet County inmate book delivery program.
- Knowing that people may still not be comfortable coming into the library or cannot get to the library during regular hours or are homebound, the library now offers a 24/7 locker pickup option and, BiblioBag: a library home delivery service.
- Hearing patrons request for more ways to connect and discuss, the staff stepped up and now offer a Great Decisions Foreign Policy discussion group and Page Turners, the library's book club.



- Knowing that there is need for tutoring and mentoring services for teens, we supported the Northmen Den tutoring and mentoring programs by providing space at the Carnegie Building. This space allowed them time to kick-off their program and look for a more permanent home downtown.
- Hearing our number one complaint of no parking for so many years, we completed the process of leasing the parking lot at the SE corner of Lake and Division for library patrons.
- Knowing our kids still want to connect, the children's department hosted many programs either outside or virtually, including the virtual art series where kids learned sculpting, drawing, and painting with professionals, from the comfort of their homes.
- Hearing all the buzz about the James Webb Telescope excited our staff, which provides NASA@ My Library programming about the telescope, from launch to the first images NASA receives.
- Knowing our patrons enjoy home access to many of our services, the library secured remote access of Value Line as well as digitizing the Petoskey High School Yearbook collection.





City of Petoskey

Agenda Memo

BOARD: City Council

MEETING DATE: March 21, 2022

PREPARED: March 16, 2022

AGENDA SUBJECT: Consent Agenda Resolution

RECOMMENDATION: That the City Council approve this proposed resolution

The City Council will be asked to adopt a resolution that would approve the following consent agenda items:

- (1) Draft minutes of the March 7, 2022 regular session City Council meeting; and
- (2) Acknowledge receipt of a report from the City Manager concerning all checks that have been issued since March 7, 2022 for contract and vendor claims at \$449,814.95, intergovernmental claims at \$15,777.32, and the March 17 payroll at \$212,676.81 for a total of \$678,269.08.

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Enclosures



CITY COUNCIL

March 7, 2022

A regular meeting of the City of Petoskey City Council was held in the City Hall Council Chambers, Petoskey, Michigan, on Monday, March 7, 2022. This meeting was called to order at 7:00 P.M.; then, after a recitation of the Pledge of Allegiance to the Flag of the United States of America, a roll call then determined that the following were

Present: Tina DeMoore, City Councilmember
Derek Shiels, City Councilmember
Lindsey Walker, City Councilmember

Absent: John Murphy, Mayor and Brian Wagner, City Councilmember

Also in attendance were Interim City Manager/Clerk-Treasurer Alan Terry, Public Safety Director Matthew Breed, Finance Supervisor Audrey Plath and Executive Assistant Sarah Bek.

Hear Department of Public Safety Honor's Board Presentation

The Department of Public Safety Honor's Board recently authorized awards to Officers, Emmet EMS staff, Tribal staff, CCE Central Dispatch staff and citizens for meritorious service. Director Breed presented 27 awards to the recipients for commendable service throughout the community including lifesaving awards, certificate of merit, Public Safety commendation and citizen awards.

City Councilmembers thanked Director Breed for the remarkable stories and that it is an honor to recognize the award recipients and expressed gratitude from the community for their service.

Consent Agenda - Resolution No. 19643

Following introduction of the consent agenda for this meeting of March 7, 2022, City Councilmember DeMoore moved that, seconded by City Councilmember Shiels adoption of the following resolution:

BE IT RESOLVED that the City Council does and hereby confirms that the draft minutes of the February 21, 2022 regular session City Council meeting be and are hereby approved; and

BE IT RESOLVED that receipt by the City Council of a report concerning all checks that had been issued since February 21, 2022 for contract and vendor claims at \$1,724,693.73, intergovernmental claims at \$9,170.24, and the March 3 payroll at \$218,837.66, for a total of \$1,952,701.63 be and is hereby acknowledged.

Said resolution was adopted by the following vote:

AYES: DeMoore, Shiels, Walker (3)

NAYS: None (0)

Hear Public Comment

Mayor Protem Walker asked for public comments and there were no comments.

Hear City Manager Updates

The City Manager reviewed that all six candidates for the City Manager position have accepted the offer to participate in interviews scheduled for March 23 and that the public will have an opportunity to meet the candidates at an informal public gathering at Stafford's Perry Hotel on March 22 from 5:00 P.M. to 7:00 P.M.

Hear Public Safety 2021 Annual Report Presentation

Public Safety Director Matthew Breed gave a brief presentation concerning the department's 2021 annual report and statistics, reviewed nuisance ordinance enforcement complaints, programs and community engagement; reviewed accreditation process and that a mock assessor will evaluate the department's progress sometime in March; and that the department responded to more fire and emergency medical calls for service in 2021 than in any other year in the history of the department.

City Councilmembers inquired on community involved policing and how the department is a proactive agency; what the follow-up process is on IPMC cases; asked what future challenges the department might have to address; inquired how the department reaches out to interested women when it is a male dominated field; and commented on the collaboration and cooperation between law enforcement and community mental health agencies.

Director Breed responded that the department tries to foresee what the community may want, but also needs; that public safety staff interacts more with community members and builds relationships especially through their citizen academy; that IPMC and IFC cases tend to take additional time before resolution since they are typically in-depth issues and involve the court system; that a current challenge within the department and nationwide is recruitment and finding qualified candidates that choose law enforcement as a profession; that another issue may be breaking down barriers with the community and helping make citizens feel more comfortable with public safety personnel; that he welcomes any interested individual to join his staff as long as it is a good fit with the department; and that mental health patients spend too much time in the emergency room and jail and both are severely underfunded and encourages collaboration with North Country Community Mental Health.

Approve DPW Teamsters Local 214 2022-2025 Contract – Resolution No. 19644

The City Manager reviewed that City staff negotiated a new collective bargaining agreement with the Teamsters Union Local 214, covering unionized employees in the Department of Public Works for April 1, 2022 through March 31, 2025; that DPW employees have ratified the agreement; and reviewed changes related to former sick leave program bank, pension plan contribution increases, safety devices, call-in pay, on-call pay and wage increases of 4% in 2022, 3% in 2023 and 2% in 2024.

City Councilmember Shiels moved that, seconded by City Councilmember DeMoore adoption of the following resolution:

WHEREAS, the City of Petoskey collective bargaining agreement expires on March 31, 2022 and City staff and the Teamsters Local 214 have negotiated a new collective bargaining agreement covering the period of April 1, 2022 through 2025; and

WHEREAS, the City Council desires to continue providing services in the Department of Public Works and the Teamsters Local 214:

NOW, THEREFORE, BE IT RESOLVED, that the City of Petoskey City Council does and hereby approves the collective bargaining agreement with Teamsters State, County and Municipal Workers Local 214 and authorizes the City Manager to sign said agreement.

Said resolution was adopted by the following vote:

AYES: DeMoore, Shiels, Walker (3)

NAYS: None (0)

Approve MERS Defined Contribution Plan Adoption Agreement for DPW – Resolution No. 19645

The City Manager reviewed that as part of the collective bargaining agreement with the Teamsters Local 214 there are new provisions for the defined contribution retirement plan; that the plan provides for the City to contribute an amount equal to 5% of the employee's wage; that employees may contribute up to 5%, which the City will match for a total employer contribution of 10%; that plan applies to employees hired after December 31, 2016; that MERS requires a revised Defined Contribution Plan Adoption Agreement to establish the revised plan and plan provisions; and that the plan mirrors those in the nonunion and public safety defined contribution plans approved in 2021.

City Councilmember DeMoore moved that, seconded by City Councilmember Shiels adoption of the following resolution:

WHEREAS, the City is a participating governmental unit in the Michigan Municipal Employees' Retirement System (MMERS) pension plan document of 1996; and

WHEREAS, the City desires to increase the employer and employee contribution rates pertaining to the General Teamsters Union employee division (110444) for active participating employees and new hires in the Defined Contribution Plan:

NOW, THEREFORE, BE IT RESOLVED that the City of Petoskey City Council does and hereby elects to amend current Michigan Municipal Employees' Retirement System (MMERS) benefits in the Defined Contribution Plan for General Teamster Union Employees hired after December 31, 2016 to provide for a base employer contribution of 5% and an additional amount matching employee voluntary contributions of up to 5% for a total employer contribution of 10% and total employee voluntary contributions of 5%; and

BE IT FURTHER RESOLVED that the City of Petoskey City Council does and hereby authorizes the City Manager and Director of Finance to prepare and sign the Defined Contribution Plan Adoption Agreements (MD-070) with MMERS for Division 110444 and Contribution Addendum for MMERS Defined Contribution Plan (MD-073) to implement the amendments as set forth above to the existing defined contribution plan effective April 1, 2022.

Said resolution was adopted by the following vote:

AYES: DeMoore, Shiels, Walker (3)

NAYS: None (0)

Council Comments

Mayor Protem Walker asked for City Council comments and Councilmember DeMoore thanked Public Safety Director Breed for the annual report presentation and the many heroes in the community. City Councilmember Shiels thanked Councilmember Walker for leading tonight's meeting in the Mayor's absence and is looking forward to welcoming and working with the new City Planner, Zach Sompels. Mayor Protem Walker reported that Emmet County currently has a survey out in regards to how the County should spend ARPA funds and encourages citizens to complete the survey and that Andrea Jacobs is the new Housing Director and looks forward to working with her and invite her to a future City Council meeting.

There being no further business to come before the City Council, this March 7, 2022, meeting of the City Council adjourned at 7:58 P.M.

Lindsey Walker, Mayor Protem

Alan Terry, Clerk-Treasurer

GL Period	Check Issue Date	Check Number	Payee	Invoice GL Account	Invoice GL Account Title	Check Amount
03/22	03/15/2022	96073	Survalent	582-584-802.000	Contracted Services	1,340.00- V
03/22	03/09/2022	96259	Alliance Entertainment	271-790-761.100	Audio Visual - Children	288.19
03/22	03/09/2022	96259	Alliance Entertainment	271-790-761.100	Audio Visual - Children	50.49-
03/22	03/09/2022	96260	Amazon Capital Services	101-268-775.000	Materials & Supplies	226.88
03/22	03/09/2022	96260	Amazon Capital Services	661-598-785.000	Small Tools & Supplies	39.95
03/22	03/09/2022	96260	Amazon Capital Services	661-598-785.000	Small Tools & Supplies	11.59
03/22	03/09/2022	96261	AT&T	101-172-850.000	Communications	20.61
03/22	03/09/2022	96261	AT&T	101-201-850.000	Communications	16.49
03/22	03/09/2022	96261	AT&T	101-208-850.000	Communications	10.30
03/22	03/09/2022	96261	AT&T	101-257-850.000	Communications	10.30
03/22	03/09/2022	96261	AT&T	101-215-850.000	Communications	8.24
03/22	03/09/2022	96261	AT&T	101-345-850.000	Communications	22.67
03/22	03/09/2022	96261	AT&T	582-593-850.000	Communications	8.24
03/22	03/09/2022	96261	AT&T	592-549-850.000	Communications	12.36
03/22	03/09/2022	96261	AT&T	592-560-850.000	Communications	12.36
03/22	03/09/2022	96261	AT&T	101-770-850.000	Communications	4.12
03/22	03/09/2022	96261	AT&T	101-773-850.000	Communications	4.12
03/22	03/09/2022	96261	AT&T	101-789-850.000	Communications	4.14
03/22	03/09/2022	96261	AT&T	101-400-850.000	Communications	10.30
03/22	03/09/2022	96261	AT&T	101-756-850.000	Communications	10.30
03/22	03/09/2022	96261	AT&T	101-441-850.000	Communications	18.55
03/22	03/09/2022	96261	AT&T	204-481-850.000	Communications	6.18
03/22	03/09/2022	96261	AT&T	204-481-850.000	Communications	6.18
03/22	03/09/2022	96261	AT&T	582-588-850.000	Communications	20.61
03/22	03/09/2022	96261	AT&T	592-560-850.000	Communications	42.98
03/22	03/09/2022	96261	AT&T	592-560-850.000	Communications	46.61
03/22	03/09/2022	96261	AT&T	592-558-920.000	Public Utilities	46.63
03/22	03/09/2022	96261	AT&T	592-538-850.000	Communications	42.98
03/22	03/09/2022	96261	AT&T	592-538-850.000	Communications	42.98
03/22	03/09/2022	96262	Bingaman, Gayle	271-790-802.000	Contracted Services	180.00
03/22	03/09/2022	96263	Brabant, Jennifer	271-790-802.000	Contracted Services	360.00
03/22	03/09/2022	96264	Cintas Corp #729	101-268-802.000	Contracted Services	17.23
03/22	03/09/2022	96264	Cintas Corp #729	582-593-930.000	Building Repair & Maintenance	37.42
03/22	03/09/2022	96264	Cintas Corp #729	204-481-767.000	Uniforms	79.87
03/22	03/09/2022	96264	Cintas Corp #729	582-588-767.000	Other - Uniforms	83.31
03/22	03/09/2022	96264	Cintas Corp #729	592-560-767.000	Other - Uniforms	39.69
03/22	03/09/2022	96264	Cintas Corp #729	592-549-767.000	Other - Uniforms	39.70
03/22	03/09/2022	96264	Cintas Corp #729	592-544-802.000	Contracted Services	50.44
03/22	03/09/2022	96265	Collias-Glaser, Hellene Kay	271-790-802.000	Contracted Services	180.00
03/22	03/09/2022	96266	Complete Paint & Supplies	101-770-931.000	Equipment Repair	28.73
03/22	03/09/2022	96266	Complete Paint & Supplies	101-770-931.000	Equipment Repair	15.75
03/22	03/09/2022	96267	Derrer Oil Co.	661-598-759.000	Gas & Oil	2,019.55
03/22	03/09/2022	96268	Dinon Law PLLC	101-266-802.000	Contracted Services	1,050.00
03/22	03/09/2022	96269	Dodge, Karen	271-790-802.000	Contracted Services	270.00
03/22	03/09/2022	96270	Ducastel, Barbara	271-790-802.000	Contracted Services	570.00
03/22	03/09/2022	96271	Dunkel Excavating Services Inc.	514-587-802.000	Contracted Services	2,015.00
03/22	03/09/2022	96271	Dunkel Excavating Services Inc.	202-479-802.000	Contracted Services	2,015.00
03/22	03/09/2022	96271	Dunkel Excavating Services Inc.	514-587-802.000	Contracted Services	2,826.25
03/22	03/09/2022	96271	Dunkel Excavating Services Inc.	202-479-802.000	Contracted Services	2,826.25
03/22	03/09/2022	96272	Emmet Co. Dept of Public Works	101-528-802.000	Contracted Services	7,495.65
03/22	03/09/2022	96273	Empiric Solutions Inc.	101-228-802.000	Contracted Services	8,662.47
03/22	03/09/2022	96274	Etna Supply	592-546-775.000	Materials & Supplies	950.00-
03/22	03/09/2022	96274	Etna Supply	592-010-111.000	Inventory - Materials	2,380.00
03/22	03/09/2022	96274	Etna Supply	592-010-111.000	Inventory - Materials	372.00
03/22	03/09/2022	96274	Etna Supply	592-010-111.000	Inventory - Materials	591.00
03/22	03/09/2022	96275	Fisher, Amy	271-790-802.000	Contracted Services	270.00

GL Period	Check Issue Date	Check Number	Payee	Invoice GL Account	Invoice GL Account Title	Check Amount
03/22	03/09/2022	96276	Ginop Sales Inc.	661-598-931.000	Equipment Repair	1,659.81-
03/22	03/09/2022	96276	Ginop Sales Inc.	661-598-931.000	Equipment Repair	94.93-
03/22	03/09/2022	96276	Ginop Sales Inc.	661-020-140.000	Machinery & Equipment	6,186.00
03/22	03/09/2022	96276	Ginop Sales Inc.	661-598-786.000	Small Machinery & Equipment	1,200.00-
03/22	03/09/2022	96277	Goodman, Becky	514-587-912.000	Education & Training	28.62
03/22	03/09/2022	96277	Goodman, Becky	248-540-882.180	Winter Blues Carnival	11.83
03/22	03/09/2022	96277	Goodman, Becky	248-540-882.180	Winter Blues Carnival	33.92
03/22	03/09/2022	96277	Goodman, Becky	248-739-886.000	Economic Enhancement	32.86
03/22	03/09/2022	96277	Goodman, Becky	514-587-912.000	Education & Training	380.40
03/22	03/09/2022	96277	Goodman, Becky	514-587-912.000	Education & Training	225.72
03/22	03/09/2022	96278	Gordon Food Service	101-770-771.000	Food & Concessions - WSP	31.91
03/22	03/09/2022	96278	Gordon Food Service	101-770-771.000	Food & Concessions - WSP	55.60
03/22	03/09/2022	96278	Gordon Food Service	101-770-771.000	Food & Concessions - WSP	39.89
03/22	03/09/2022	96279	GRP Engineering Inc.	582-588-802.000	Contracted Services	1,312.50
03/22	03/09/2022	96279	GRP Engineering Inc.	582-588-802.000	Contracted Services	2,089.50
03/22	03/09/2022	96279	GRP Engineering Inc.	582-588-802.000	Contracted Services	787.50
03/22	03/09/2022	96279	GRP Engineering Inc.	582-588-802.000	Contracted Services	700.00
03/22	03/09/2022	96280	Gruler's Farm Supply Inc.	101-770-775.000	Materials & Supplies	357.00
03/22	03/09/2022	96281	Haley's Plumbing & Heating	592-554-802.000	Contracted Services	102.15
03/22	03/09/2022	96282	Himebauch, Kelly L	271-790-802.000	Contracted Services	300.00
03/22	03/09/2022	96283	Infogroup - InfoUSA Marketing Inc	271-790-760.000	Books - Adult	355.00
03/22	03/09/2022	96284	Integrity Business Solutions	514-587-802.100	Cont. Svcs - Downtown Office	155.02
03/22	03/09/2022	96285	Jakeway, John	203-479-802.000	Contracted Services	84.00
03/22	03/09/2022	96286	Jakeway, Patricia	271-790-802.000	Contracted Services	810.00
03/22	03/09/2022	96287	K & J Septic Service LLC	101-789-802.000	Contracted Services	350.00
03/22	03/09/2022	96288	Kessler, Aran	271-790-802.000	Contracted Services	2,174.00
03/22	03/09/2022	96289	Knickerbocker, Lynsa	271-790-802.000	Contracted Services	180.00
03/22	03/09/2022	96290	LexisNexis Risk Data Management Inc.	101-208-802.000	Contracted Services	150.00
03/22	03/09/2022	96291	Lynn Auto Parts Inc.	101-345-775.000	Materials & Supplies	31.54
03/22	03/09/2022	96292	McCardel Culligan	592-553-802.000	Contracted Services	60.00
03/22	03/09/2022	96293	MCLAREN NORTHERN MICHIGAN	101-345-802.000	Contracted Services	15.00
03/22	03/09/2022	96294	Michigan Library Association	271-790-912.000	Training & Travel	300.00
03/22	03/09/2022	96295	Mitchell Graphics Inc.	248-540-882.180	Winter Blues Carnival	140.00
03/22	03/09/2022	96296	Northern A-1 Environmental Services	592-556-802.000	Contracted Services	2,784.95
03/22	03/09/2022	96297	Performance Painting	592-554-802.000	Contracted Services	997.00
03/22	03/09/2022	96298	Petoskey Music Boosters	248-739-880.200	Image Campaign	400.00
03/22	03/09/2022	96299	Plunkett Cooney	101-266-802.000	Contracted Services	94.50
03/22	03/09/2022	96300	Police and Firemen's Insurance	701-000-230.185	Police and Fire Insurance	379.38
03/22	03/09/2022	96301	Power Line Supply	582-010-111.000	Inventory - Materials	21,375.00
03/22	03/09/2022	96301	Power Line Supply	582-010-111.000	Inventory - Materials	533.52
03/22	03/09/2022	96301	Power Line Supply	582-010-111.000	Inventory - Materials	812.50
03/22	03/09/2022	96302	Pro Image Design	592-553-802.000	Contracted Services	153.00
03/22	03/09/2022	96303	Proquest LLC	271-790-762.100	Data Bases	1,459.41
03/22	03/09/2022	96304	Royal Tire	514-587-931.000	Equipment Repair	23.60
03/22	03/09/2022	96305	Scholastic Inc.	271-790-760.100	Books-Children's	70.00
03/22	03/09/2022	96306	Shalifoe, Roberta	271-790-958.100	Programming - Adult	650.00
03/22	03/09/2022	96307	Smith, Edward J	101-756-912.000	Education & Training	77.22
03/22	03/09/2022	96308	STAFFORD'S HOSPITALITY	101-400-912.000	Education & Training	143.19
03/22	03/09/2022	96308	STAFFORD'S HOSPITALITY	101-400-912.000	Education & Training	14.19-
03/22	03/09/2022	96309	Staples Advantage	101-172-751.000	Office Supplies	11.63
03/22	03/09/2022	96309	Staples Advantage	101-201-751.000	Office Supplies	11.63
03/22	03/09/2022	96309	Staples Advantage	101-208-751.000	Office Supplies	8.14
03/22	03/09/2022	96309	Staples Advantage	101-257-751.000	Office Supplies	5.82
03/22	03/09/2022	96309	Staples Advantage	101-756-751.000	Office Supplies	11.63
03/22	03/09/2022	96309	Staples Advantage	101-789-751.000	Office Supplies	2.34
03/22	03/09/2022	96309	Staples Advantage	592-549-751.000	Office Supplies	110.76

GL Period	Check Issue Date	Check Number	Payee	Invoice GL Account	Invoice GL Account Title	Check Amount
03/22	03/09/2022	96309	Staples Advantage	101-345-751.000	Office Supplies	3.19
03/22	03/09/2022	96309	Staples Advantage	101-345-751.000	Office Supplies	19.28
03/22	03/09/2022	96309	Staples Advantage	101-215-751.000	Office Supplies	6.98
03/22	03/09/2022	96309	Staples Advantage	101-345-751.000	Office Supplies	30.25
03/22	03/09/2022	96309	Staples Advantage	101-400-751.000	Office Supplies	5.82
03/22	03/09/2022	96309	Staples Advantage	101-441-751.000	Office Supplies	17.45
03/22	03/09/2022	96309	Staples Advantage	101-770-751.000	Office Supplies	3.49
03/22	03/09/2022	96309	Staples Advantage	101-773-775.000	Materials & Supplies	1.16
03/22	03/09/2022	96309	Staples Advantage	101-345-751.000	Office Supplies	35.49
03/22	03/09/2022	96309	Staples Advantage	582-593-751.000	Office Supplies	155.13
03/22	03/09/2022	96310	STATE OF MICHIGAN - MICHIGAN STA	101-345-912.000	Education & Training	350.00
03/22	03/09/2022	96311	State of Michigan-Department of LARA	582-081-642.300	Residential	3,458.25-
03/22	03/09/2022	96311	State of Michigan-Department of LARA	582-081-642.400	Commercial	681.21-
03/22	03/09/2022	96311	State of Michigan-Department of LARA	582-081-642.500	Industrial Sales	4.35-
03/22	03/09/2022	96311	State of Michigan-Department of LARA	582-081-642.200	Non-Profit Sales	157.47-
03/22	03/09/2022	96311	State of Michigan-Department of LARA	582-081-642.300	Residential	3,458.25
03/22	03/09/2022	96311	State of Michigan-Department of LARA	582-081-642.400	Commercial	681.21
03/22	03/09/2022	96311	State of Michigan-Department of LARA	582-081-642.500	Industrial Sales	4.35
03/22	03/09/2022	96311	State of Michigan-Department of LARA	582-081-642.200	Non-Profit Sales	157.47
03/22	03/09/2022	96311	State of Michigan-Department of LARA	582-081-642.300	Residential	3,442.59
03/22	03/09/2022	96311	State of Michigan-Department of LARA	582-081-642.400	Commercial	684.69
03/22	03/09/2022	96311	State of Michigan-Department of LARA	582-081-642.500	Industrial Sales	4.35
03/22	03/09/2022	96311	State of Michigan-Department of LARA	582-081-642.200	Non-Profit Sales	159.21
03/22	03/09/2022	96312	Struble, Chris	248-540-882.230	Ghost Walk	375.00
03/22	03/09/2022	96313	T-Mobile	271-790-850.000	Communications	360.54
03/22	03/09/2022	96314	USIQ Inc.	101-345-775.000	Materials & Supplies	346.67
03/22	03/09/2022	96315	Valley City Linen	271-790-752.000	Building Supplies	25.00
03/22	03/09/2022	96315	Valley City Linen	271-790-752.000	Building Supplies	25.00
03/22	03/09/2022	96315	Valley City Linen	271-790-752.000	Building Supplies	25.00
03/22	03/09/2022	96316	Van's Business Machines	514-587-802.100	Cont. Svcs - Downtown Office	349.74
03/22	03/09/2022	96317	Voorheis, Margaret Ann	271-790-802.000	Contracted Services	570.00
03/22	03/09/2022	96318	Voss Lighting	582-590-775.000	Materials & Supplies	164.40
03/22	03/09/2022	96319	Wagner, Laura	271-790-802.000	Contracted Services	330.00
03/22	03/09/2022	96320	Whitehead-vanLobenSels, Sharon	271-790-802.000	Contracted Services	330.00
03/22	03/09/2022	96321	WOOTEN, TERRY	271-790-958.100	Programming - Adult	25.00
03/22	03/09/2022	96322	Yallup, Tracey	271-790-802.000	Contracted Services	300.00
03/22	03/11/2022	96337	EMMET COUNTY BROWNFIELD	703-040-230.221	Due General - 2021	2,030.07
03/22	03/11/2022	96337	EMMET COUNTY BROWNFIELD	703-040-230.221	Due General - 2021	134.79
03/22	03/11/2022	96337	EMMET COUNTY BROWNFIELD	703-040-229.221	Due R.O.W. Fund - 2021	1,045.36
03/22	03/11/2022	96337	EMMET COUNTY BROWNFIELD	703-040-231.221	Due Library - 2021	479.94
03/22	03/11/2022	96337	EMMET COUNTY BROWNFIELD	703-040-237.221	Due P.P.S./ Debt - 2021	401.26
03/22	03/11/2022	96337	EMMET COUNTY BROWNFIELD	703-040-222.221	Due County - 2021	1,337.03
03/22	03/11/2022	96338	Emmet County Treasurer	703-040-222.221	Due County - 2021	3,721.58
03/22	03/11/2022	96338	Emmet County Treasurer	703-040-222.221	Due County - 2021	287.85
03/22	03/11/2022	96338	Emmet County Treasurer	703-040-228.221	Due County Set - 2021	5,742.22
03/22	03/11/2022	96338	Emmet County Treasurer	703-040-222.221	Due County - 2021	7,997.51
03/22	03/11/2022	96338	Emmet County Treasurer	703-040-222.221	Due County - 2021	4,220.62
03/22	03/11/2022	96338	Emmet County Treasurer	703-040-222.221	Due County - 2021	11,546.33
03/22	03/11/2022	96338	Emmet County Treasurer	703-040-233.000	Due Interest & Penalty	47.16
03/22	03/11/2022	96338	Emmet County Treasurer	703-040-233.000	Due Interest & Penalty	24.25
03/22	03/11/2022	96338	Emmet County Treasurer	703-040-233.000	Due Interest & Penalty	66.44
03/22	03/11/2022	96338	Emmet County Treasurer	703-040-222.221	Due County - 2021	45.03
03/22	03/11/2022	96338	Emmet County Treasurer	703-040-235.221	Due NCMC - 2021	64.27
03/22	03/11/2022	96338	Emmet County Treasurer	703-040-234.221	Due Char-Em District - 2021	128.25
03/22	03/11/2022	96338	Emmet County Treasurer	703-040-238.221	Due Greenwood Cemetery - 2021	19.55
03/22	03/11/2022	96338	Emmet County Treasurer	703-040-233.000	Due Interest & Penalty	270.28

GL Period	Check Issue Date	Check Number	Payee	Invoice GL Account	Invoice GL Account Title	Check Amount
03/22	03/11/2022	96338	Emmet County Treasurer	703-040-233.000	Due Interest & Penalty	314.83
03/22	03/11/2022	96339	EMMET COUNTY BROWNFIELD	703-040-222.221	Due County - 2021	829.16
03/22	03/11/2022	96339	EMMET COUNTY BROWNFIELD	703-040-222.221	Due County - 2021	1,168.49
03/22	03/11/2022	96339	EMMET COUNTY BROWNFIELD	703-040-222.221	Due County - 2021	427.13
03/22	03/11/2022	96339	EMMET COUNTY BROWNFIELD	703-040-235.221	Due NCMC - 2021	1,823.01
03/22	03/11/2022	96339	EMMET COUNTY BROWNFIELD	703-040-235.221	Due NCMC - 2021	1,637.47
03/22	03/11/2022	96339	EMMET COUNTY BROWNFIELD	703-040-234.221	Due Char-Em District - 2021	6,905.19
03/22	03/11/2022	96339	EMMET COUNTY BROWNFIELD	703-040-238.221	Due Greenwood Cemetery - 2021	1,052.45
03/22	03/16/2022	96340	1000Bulbs	582-590-775.000	Materials & Supplies	248.55
03/22	03/16/2022	96341	Access Locksmithing Inc.	592-554-802.000	Contracted Services	85.00
03/22	03/16/2022	96342	Airway Oxygen Inc.	101-345-775.000	Materials & Supplies	387.25
03/22	03/16/2022	96343	All Traffic Solutions Inc.	582-593-785.000	Small Tools & Supplies	5,620.00
03/22	03/16/2022	96344	Amazon Capital Services	101-773-970.000	Capital Outlay	52.49
03/22	03/16/2022	96344	Amazon Capital Services	661-598-932.000	Vehicle Repair & Maintenance	101.20
03/22	03/16/2022	96344	Amazon Capital Services	592-537-775.000	Materials & Supplies	299.98
03/22	03/16/2022	96344	Amazon Capital Services	592-537-775.000	Materials & Supplies	299.98
03/22	03/16/2022	96345	AT & T MOBILITY	514-587-920.000	Public Utilities	321.87
03/22	03/16/2022	96346	AT&T Long Distance	101-345-850.000	Communications	132.23
03/22	03/16/2022	96347	Beckett & Raeder Inc.	101-770-802.000	Contracted Services	280.00
03/22	03/16/2022	96347	Beckett & Raeder Inc.	247-751-802.000	Contracted Services	480.00
03/22	03/16/2022	96347	Beckett & Raeder Inc.	247-751-802.000	Contracted Services	145.00
03/22	03/16/2022	96347	Beckett & Raeder Inc.	101-400-802.000	Contracted Services	2,406.25
03/22	03/16/2022	96348	BOOK FARM INC, THE	271-790-760.100	Books-Children's	42.84
03/22	03/16/2022	96349	CCP Industries Inc.	582-586-775.000	Materials & Supplies	351.00
03/22	03/16/2022	96350	Centaris	271-790-802.000	Contracted Services	386.00
03/22	03/16/2022	96351	Char-Em United Way	701-000-230.800	United Fund	41.50
03/22	03/16/2022	96352	Charlevoix-Emmet ISD	703-040-234.221	Due Char-Em District - 2021	68,224.36
03/22	03/16/2022	96352	Charlevoix-Emmet ISD	703-040-233.000	Due Interest & Penalty	392.48
03/22	03/16/2022	96353	Consumers Energy	582-584-802.000	Contracted Services	3,065.00
03/22	03/16/2022	96354	David L Hoffman Landscaping & Nursery	204-550-802.000	Contracted Services	4,046.00
03/22	03/16/2022	96355	Dennis Gartland & Niergarth	101-215-801.000	Professional Services	1,034.43
03/22	03/16/2022	96355	Dennis Gartland & Niergarth	204-481-801.000	Professional Services	67.15
03/22	03/16/2022	96355	Dennis Gartland & Niergarth	204-481-801.000	Professional Services	135.83
03/22	03/16/2022	96355	Dennis Gartland & Niergarth	204-481-801.000	Professional Services	167.14
03/22	03/16/2022	96355	Dennis Gartland & Niergarth	271-790-801.000	Professional Services	172.67
03/22	03/16/2022	96355	Dennis Gartland & Niergarth	211-441-802.000	Contracted Services	197.64
03/22	03/16/2022	96355	Dennis Gartland & Niergarth	514-587-801.000	Professional Services	65.46
03/22	03/16/2022	96355	Dennis Gartland & Niergarth	582-598-802.000	Contracted Services	1,343.26
03/22	03/16/2022	96355	Dennis Gartland & Niergarth	592-549-802.000	Contracted Services	292.36
03/22	03/16/2022	96355	Dennis Gartland & Niergarth	592-560-802.000	Contracted Services	398.91
03/22	03/16/2022	96355	Dennis Gartland & Niergarth	661-598-801.000	Professional Services	125.15
03/22	03/16/2022	96356	Derrer Oil Co.	661-598-759.000	Gas & Oil	3,624.70
03/22	03/16/2022	96357	Duncan Parking Technologies Inc	514-587-802.000	Contracted Services	2,200.50
03/22	03/16/2022	96358	Dunkel Excavating Services Inc.	101-268-802.000	Contracted Services	858.00
03/22	03/16/2022	96358	Dunkel Excavating Services Inc.	582-593-930.000	Building Repair & Maintenance	242.00
03/22	03/16/2022	96358	Dunkel Excavating Services Inc.	514-587-802.000	Contracted Services	1,100.00
03/22	03/16/2022	96358	Dunkel Excavating Services Inc.	582-593-930.000	Building Repair & Maintenance	385.00
03/22	03/16/2022	96358	Dunkel Excavating Services Inc.	202-479-802.000	Contracted Services	335.00
03/22	03/16/2022	96358	Dunkel Excavating Services Inc.	582-584-802.000	Contracted Services	177.50
03/22	03/16/2022	96358	Dunkel Excavating Services Inc.	582-584-802.000	Contracted Services	82.50
03/22	03/16/2022	96358	Dunkel Excavating Services Inc.	101-345-802.100	Contracted Services-Station W	587.50
03/22	03/16/2022	96359	Dunn's Business Solutions	101-172-751.000	Office Supplies	9.84
03/22	03/16/2022	96359	Dunn's Business Solutions	101-201-751.000	Office Supplies	9.84
03/22	03/16/2022	96359	Dunn's Business Solutions	101-208-751.000	Office Supplies	6.89
03/22	03/16/2022	96359	Dunn's Business Solutions	101-257-751.000	Office Supplies	4.92
03/22	03/16/2022	96359	Dunn's Business Solutions	101-215-751.000	Office Supplies	5.90

GL Period	Check Issue Date	Check Number	Payee	Invoice GL Account	Invoice GL Account Title	Check Amount
03/22	03/16/2022	96359	Dunn's Business Solutions	101-345-751.000	Office Supplies	25.58
03/22	03/16/2022	96359	Dunn's Business Solutions	101-400-751.000	Office Supplies	4.92
03/22	03/16/2022	96359	Dunn's Business Solutions	101-441-751.000	Office Supplies	14.76
03/22	03/16/2022	96359	Dunn's Business Solutions	101-770-751.000	Office Supplies	2.95
03/22	03/16/2022	96359	Dunn's Business Solutions	101-773-775.000	Materials & Supplies	.98
03/22	03/16/2022	96359	Dunn's Business Solutions	101-756-751.000	Office Supplies	9.84
03/22	03/16/2022	96359	Dunn's Business Solutions	101-789-751.000	Office Supplies	1.95
03/22	03/16/2022	96360	Ellens Equipment	661-598-931.000	Equipment Repair	211.91
03/22	03/16/2022	96360	Ellens Equipment	661-598-931.000	Equipment Repair	371.73
03/22	03/16/2022	96361	Emmet County Treasurer	703-040-222.221	Due County - 2021	102.28
03/22	03/16/2022	96361	Emmet County Treasurer	703-040-233.021	Due Interest & Penalty - 2021	2.95
03/22	03/16/2022	96361	Emmet County Treasurer	703-040-233.021	Due Interest & Penalty - 2021	1.54
03/22	03/16/2022	96361	Emmet County Treasurer	703-040-233.021	Due Interest & Penalty - 2021	4.22
03/22	03/16/2022	96362	Englebrecht, Robert	101-257-802.100	Contracted Services - Assessor	3,750.00
03/22	03/16/2022	96363	Etna Supply	592-010-111.000	Inventory - Materials	820.00
03/22	03/16/2022	96363	Etna Supply	592-010-111.000	Inventory - Materials	362.70
03/22	03/16/2022	96363	Etna Supply	592-010-111.000	Inventory - Materials	900.00
03/22	03/16/2022	96363	Etna Supply	592-010-111.000	Inventory - Materials	550.00
03/22	03/16/2022	96363	Etna Supply	592-010-111.000	Inventory - Materials	550.00
03/22	03/16/2022	96363	Etna Supply	592-010-111.000	Inventory - Materials	1,065.00
03/22	03/16/2022	96364	Factor Systems LLC	101-208-803.000	Contracted Services - Billing	3,681.36
03/22	03/16/2022	96365	Gibby's Garage	582-593-930.000	Building Repair & Maintenance	175.00
03/22	03/16/2022	96365	Gibby's Garage	661-598-931.000	Equipment Repair	875.00
03/22	03/16/2022	96365	Gibby's Garage	661-598-932.000	Vehicle Repair & Maintenance	140.00
03/22	03/16/2022	96365	Gibby's Garage	582-593-930.000	Building Repair & Maintenance	175.00
03/22	03/16/2022	96365	Gibby's Garage	661-598-931.000	Equipment Repair	770.00
03/22	03/16/2022	96365	Gibby's Garage	661-598-932.000	Vehicle Repair & Maintenance	210.00
03/22	03/16/2022	96365	Gibby's Garage	661-598-931.000	Equipment Repair	2,380.00
03/22	03/16/2022	96365	Gibby's Garage	661-598-932.000	Vehicle Repair & Maintenance	455.00
03/22	03/16/2022	96366	Goedge, Megan	271-790-912.000	Training & Travel	193.48
03/22	03/16/2022	96367	Gordon Food Service	101-770-771.000	Food & Concessions - WSP	6.76
03/22	03/16/2022	96367	Gordon Food Service	101-770-771.000	Food & Concessions - WSP	112.86
03/22	03/16/2022	96367	Gordon Food Service	101-770-771.000	Food & Concessions - WSP	45.94
03/22	03/16/2022	96367	Gordon Food Service	661-598-751.000	Office Supplies	11.89
03/22	03/16/2022	96367	Gordon Food Service	204-481-751.000	Office Supplies	11.89
03/22	03/16/2022	96367	Gordon Food Service	582-588-751.000	Office Supplies	11.89
03/22	03/16/2022	96367	Gordon Food Service	582-593-751.000	Office Supplies	11.89
03/22	03/16/2022	96367	Gordon Food Service	592-549-751.000	Office Supplies	11.89
03/22	03/16/2022	96367	Gordon Food Service	592-560-751.000	Office Supplies	11.89
03/22	03/16/2022	96367	Gordon Food Service	101-770-771.000	Food & Concessions - WSP	106.31
03/22	03/16/2022	96368	Grand Traverse Mobile Communications	661-598-932.000	Vehicle Repair & Maintenance	864.53
03/22	03/16/2022	96369	Great Lakes Pipe & Supply	592-537-775.000	Materials & Supplies	58.32
03/22	03/16/2022	96369	Great Lakes Pipe & Supply	592-554-775.000	Materials & Supplies	18.87
03/22	03/16/2022	96369	Great Lakes Pipe & Supply	592-537-775.000	Materials & Supplies	.83
03/22	03/16/2022	96369	Great Lakes Pipe & Supply	592-554-775.000	Materials & Supplies	10.76
03/22	03/16/2022	96370	Greenwood Cemetary	703-040-238.221	Due Greenwood Cemetery - 2021	10,151.50
03/22	03/16/2022	96370	Greenwood Cemetary	703-040-233.021	Due Interest & Penalty - 2021	59.82
03/22	03/16/2022	96371	Haley's Plumbing & Heating	592-537-802.000	Contracted Services	1,108.38
03/22	03/16/2022	96372	HARBOR HOUSE PUBLISHERS	271-790-905.000	Printing/Advertising/Postage	645.00
03/22	03/16/2022	96373	Haviland Products Company	592-540-783.000	Chemicals	2,400.93
03/22	03/16/2022	96373	Haviland Products Company	592-551-783.000	Chemicals	2,194.20
03/22	03/16/2022	96373	Haviland Products Company	592-540-783.000	Chemicals	15,012.00
03/22	03/16/2022	96374	Idexx Distribution Inc.	592-553-775.000	Materials & Supplies	1,212.08
03/22	03/16/2022	96375	Ingram Library Services	271-790-760.000	Books - Adult	1,587.33
03/22	03/16/2022	96375	Ingram Library Services	271-790-760.100	Books-Children's	2,588.34
03/22	03/16/2022	96375	Ingram Library Services	271-790-760.200	Books - Young Adult	769.70

GL Period	Check Issue Date	Check Number	Payee	Invoice GL Account	Invoice GL Account Title	Check Amount
03/22	03/16/2022	96376	Kiesler's Police Supply Inc.	101-345-775.000	Materials & Supplies	618.28
03/22	03/16/2022	96377	LexisNexis Risk Data Management Inc.	514-587-802.000	Contracted Services	150.00
03/22	03/16/2022	96378	Little Traverse Disposal	271-790-930.000	Building Repair & Maintenance	145.00
03/22	03/16/2022	96379	McCardel Culligan	514-587-802.100	Cont. Svcs - Downtown Office	8.00
03/22	03/16/2022	96379	McCardel Culligan	514-587-802.100	Cont. Svcs - Downtown Office	8.00
03/22	03/16/2022	96380	Meyer Ace Hardware	592-545-775.000	Materials & Supplies	62.97
03/22	03/16/2022	96380	Meyer Ace Hardware	101-268-930.000	Building Repair & Maintenance	11.69
03/22	03/16/2022	96380	Meyer Ace Hardware	101-770-934.000	WSP Extras	12.38
03/22	03/16/2022	96380	Meyer Ace Hardware	101-770-934.000	WSP Extras	7.89-
03/22	03/16/2022	96380	Meyer Ace Hardware	101-268-775.000	Materials & Supplies	7.19
03/22	03/16/2022	96380	Meyer Ace Hardware	101-770-934.000	WSP Extras	16.19
03/22	03/16/2022	96380	Meyer Ace Hardware	582-586-775.000	Materials & Supplies	15.29
03/22	03/16/2022	96380	Meyer Ace Hardware	101-773-931.000	Equipment Repair	17.96
03/22	03/16/2022	96380	Meyer Ace Hardware	101-268-775.000	Materials & Supplies	15.99
03/22	03/16/2022	96380	Meyer Ace Hardware	582-586-775.000	Materials & Supplies	4.66
03/22	03/16/2022	96380	Meyer Ace Hardware	101-773-931.000	Equipment Repair	30.58
03/22	03/16/2022	96380	Meyer Ace Hardware	101-265-775.000	Materials & Supplies	6.29
03/22	03/16/2022	96380	Meyer Ace Hardware	101-268-930.000	Building Repair & Maintenance	60.54
03/22	03/16/2022	96380	Meyer Ace Hardware	101-268-930.000	Building Repair & Maintenance	7.49
03/22	03/16/2022	96380	Meyer Ace Hardware	271-790-752.000	Building Supplies	27.88
03/22	03/16/2022	96380	Meyer Ace Hardware	271-790-751.000	Office/Library Supplies	41.12
03/22	03/16/2022	96380	Meyer Ace Hardware	101-268-930.000	Building Repair & Maintenance	11.69
03/22	03/16/2022	96380	Meyer Ace Hardware	582-592-775.000	Materials & Supplies	4.76
03/22	03/16/2022	96380	Meyer Ace Hardware	582-592-775.000	Materials & Supplies	2.38
03/22	03/16/2022	96380	Meyer Ace Hardware	592-554-775.000	Materials & Supplies	26.04
03/22	03/16/2022	96380	Meyer Ace Hardware	101-268-775.000	Materials & Supplies	8.07
03/22	03/16/2022	96380	Meyer Ace Hardware	101-265-775.000	Materials & Supplies	6.18
03/22	03/16/2022	96380	Meyer Ace Hardware	101-265-775.000	Materials & Supplies	5.38
03/22	03/16/2022	96380	Meyer Ace Hardware	514-587-775.000	Materials & Supplies	2,790.06
03/22	03/16/2022	96380	Meyer Ace Hardware	661-598-931.000	Equipment Repair	25.62
03/22	03/16/2022	96380	Meyer Ace Hardware	661-598-931.000	Equipment Repair	49.04
03/22	03/16/2022	96381	North Central Laboratories	592-553-775.000	Materials & Supplies	4,189.10
03/22	03/16/2022	96382	North Central Mich. College	703-040-235.221	Due NCMC - 2021	17,582.33
03/22	03/16/2022	96382	North Central Mich. College	703-040-235.221	Due NCMC - 2021	15,792.57
03/22	03/16/2022	96382	North Central Mich. College	703-040-233.021	Due Interest & Penalty - 2021	196.64
03/22	03/16/2022	96383	Northern Michigan Review Inc.	582-588-802.000	Contracted Services	73.92
03/22	03/16/2022	96383	Northern Michigan Review Inc.	101-257-802.000	Contracted Services	22.56
03/22	03/16/2022	96383	Northern Michigan Review Inc.	101-257-802.000	Contracted Services	157.92
03/22	03/16/2022	96384	Petoskey Public Schools	703-040-236.221	Due P.P.S./ Operating - 2021	7,332.58
03/22	03/16/2022	96384	Petoskey Public Schools	703-040-237.221	Due P.P.S./ Debt - 2021	1,116.90
03/22	03/16/2022	96384	Petoskey Public Schools	703-040-237.221	Due P.P.S./ Debt - 2021	928.29
03/22	03/16/2022	96384	Petoskey Public Schools	703-040-233.021	Due Interest & Penalty - 2021	449.81
03/22	03/16/2022	96384	Petoskey Public Schools	703-040-233.021	Due Interest & Penalty - 2021	76.37
03/22	03/16/2022	96384	Petoskey Public Schools	703-040-233.021	Due Interest & Penalty - 2021	50.89
03/22	03/16/2022	96385	Petoskey Towing Inc.	661-598-932.000	Vehicle Repair & Maintenance	135.00
03/22	03/16/2022	96386	Plunkett Cooney	101-266-802.000	Contracted Services	787.50
03/22	03/16/2022	96386	Plunkett Cooney	101-257-802.000	Contracted Services	1,312.50
03/22	03/16/2022	96386	Plunkett Cooney	101-266-802.000	Contracted Services	5,053.50
03/22	03/16/2022	96386	Plunkett Cooney	101-266-802.000	Contracted Services	5,000.00
03/22	03/16/2022	96387	Power Line Supply	582-588-785.000	Small Tools & Supplies	74.00
03/22	03/16/2022	96387	Power Line Supply	582-010-111.000	Inventory - Materials	6,116.88
03/22	03/16/2022	96388	Proclean North	582-593-930.000	Building Repair & Maintenance	1,330.00
03/22	03/16/2022	96389	Quality First Aid & Safety Inc.	582-593-930.000	Building Repair & Maintenance	36.27
03/22	03/16/2022	96390	Range Telecommunications	204-481-850.000	Communications	100.00
03/22	03/16/2022	96390	Range Telecommunications	101-756-850.000	Communications	25.00
03/22	03/16/2022	96390	Range Telecommunications	582-593-850.000	Communications	75.00

GL Period	Check Issue Date	Check Number	Payee	Invoice GL Account	Invoice GL Account Title	Check Amount
03/22	03/16/2022	96390	Range Telecommunications	592-560-850.000	Communications	97.60
03/22	03/16/2022	96390	Range Telecommunications	592-549-850.000	Communications	97.60
03/22	03/16/2022	96391	Renkes, Tom	248-739-880.200	Image Campaign	300.00
03/22	03/16/2022	96392	SES North America	592-549-802.000	Contracted Services	3,500.00
03/22	03/16/2022	96393	SHERWIN WILLIAMS COMPANY	101-268-930.000	Building Repair & Maintenance	8.83
03/22	03/16/2022	96394	Spectrum Business	101-172-850.000	Communications	88.10
03/22	03/16/2022	96394	Spectrum Business	101-201-850.000	Communications	70.48
03/22	03/16/2022	96394	Spectrum Business	101-208-850.000	Communications	44.05
03/22	03/16/2022	96394	Spectrum Business	101-257-850.000	Communications	44.05
03/22	03/16/2022	96394	Spectrum Business	101-215-850.000	Communications	35.24
03/22	03/16/2022	96394	Spectrum Business	101-345-850.000	Communications	96.91
03/22	03/16/2022	96394	Spectrum Business	101-345-850.100	Communications-Station West	179.56
03/22	03/16/2022	96394	Spectrum Business	101-770-850.000	Communications	119.98
03/22	03/16/2022	96394	Spectrum Business	592-560-850.000	Communications	37.73
03/22	03/16/2022	96394	Spectrum Business	101-345-850.000	Communications	70.48
03/22	03/16/2022	96394	Spectrum Business	514-587-802.100	Cont. Svcs - Downtown Office	132.71
03/22	03/16/2022	96394	Spectrum Business	582-593-850.000	Communications	37.79
03/22	03/16/2022	96394	Spectrum Business	582-588-850.000	Communications	99.99
03/22	03/16/2022	96394	Spectrum Business	582-588-850.000	Communications	99.99
03/22	03/16/2022	96394	Spectrum Business	582-593-850.000	Communications	35.24
03/22	03/16/2022	96394	Spectrum Business	592-549-850.000	Communications	52.86
03/22	03/16/2022	96394	Spectrum Business	592-560-850.000	Communications	52.86
03/22	03/16/2022	96394	Spectrum Business	101-770-850.000	Communications	17.62
03/22	03/16/2022	96394	Spectrum Business	101-773-850.000	Communications	17.62
03/22	03/16/2022	96394	Spectrum Business	101-789-850.000	Communications	17.63
03/22	03/16/2022	96394	Spectrum Business	101-400-850.000	Communications	44.05
03/22	03/16/2022	96394	Spectrum Business	101-441-850.000	Communications	79.29
03/22	03/16/2022	96394	Spectrum Business	101-756-850.000	Communications	44.05
03/22	03/16/2022	96394	Spectrum Business	204-481-850.000	Communications	26.43
03/22	03/16/2022	96394	Spectrum Business	204-481-850.000	Communications	26.43
03/22	03/16/2022	96394	Spectrum Business	582-588-850.000	Communications	88.10
03/22	03/16/2022	96395	Spok	204-481-850.000	Communications	37.35
03/22	03/16/2022	96395	Spok	582-588-850.000	Communications	37.36
03/22	03/16/2022	96395	Spok	592-560-850.000	Communications	37.36
03/22	03/16/2022	96395	Spok	592-549-850.000	Communications	37.36
03/22	03/16/2022	96395	Spok	661-598-850.000	Communications	37.36
03/22	03/16/2022	96396	State of Michigan	661-598-932.000	Vehicle Repair & Maintenance	625.00
03/22	03/16/2022	96397	Survallent	582-584-802.000	Contracted Services	1,340.00
03/22	03/16/2022	96398	Thru Glass Window Cleaning	514-587-802.100	Cont. Svcs - Downtown Office	30.00
03/22	03/16/2022	96399	TOPOnexus	271-790-958.000	Programming - Children	500.00
03/22	03/16/2022	96400	Trace Analytical Laboratories LLC	592-553-802.000	Contracted Services	634.40
03/22	03/16/2022	96401	Truck & Trailer Specialties	661-598-931.000	Equipment Repair	25.75
03/22	03/16/2022	96401	Truck & Trailer Specialties	661-598-932.000	Vehicle Repair & Maintenance	10.20
03/22	03/16/2022	96401	Truck & Trailer Specialties	661-598-931.000	Equipment Repair	232.20
03/22	03/16/2022	96401	Truck & Trailer Specialties	661-598-931.000	Equipment Repair	25.75
03/22	03/16/2022	96402	Up North Service LLC	514-587-802.000	Contracted Services	5,103.50
03/22	03/16/2022	96402	Up North Service LLC	204-550-802.000	Contracted Services	577.00
03/22	03/16/2022	96403	USA Blue Book	592-555-775.000	Materials & Supplies	2,276.23
03/22	03/16/2022	96403	USA Blue Book	592-555-775.000	Materials & Supplies	145.95
03/22	03/16/2022	96403	USA Blue Book	592-540-775.000	Materials & Supplies	115.09
03/22	03/16/2022	96404	VARNUM LLP	582-588-802.000	Contracted Services	84.00
03/22	03/16/2022	96405	Verizon Wireless	101-345-850.000	Communications	41.25
03/22	03/16/2022	96405	Verizon Wireless	592-538-850.000	Communications	80.70
03/22	03/16/2022	96405	Verizon Wireless	592-538-920.000	Public Utilities	280.07
03/22	03/16/2022	96406	Windemuller	592-554-802.000	Contracted Services	126.00
03/22	03/16/2022	96407	Yunex LLC	582-590-775.000	Materials & Supplies	230.00

GL Period	Check Issue Date	Check Number	Payee	Invoice GL Account	Invoice GL Account Title	Check Amount
03/22	03/16/2022	96408	Zonta Club of Petoskey	271-790-880.000	Community Outreach	82.50
03/22	03/16/2022	999292	ACH-CHILD SUPPORT	701-000-230.160	Child Support	160.23
03/22	03/16/2022	999293	ACH-EFTPS	701-000-230.200	FICA Withholding Payable	12,743.76
03/22	03/16/2022	999293	ACH-EFTPS	701-000-230.100	Federal Withholding Payable	20,099.96
03/22	03/16/2022	999293	ACH-EFTPS	701-000-230.200	FICA Withholding Payable	12,743.76
03/22	03/16/2022	999293	ACH-EFTPS	701-000-230.200	FICA Withholding Payable	2,980.38
03/22	03/16/2022	999293	ACH-EFTPS	701-000-230.200	FICA Withholding Payable	2,980.38
03/22	03/16/2022	999294	ACH-ICMA 457	701-000-230.700	Employees ICMA Payable	636.31
03/22	03/16/2022	999294	ACH-ICMA 457	701-000-230.700	Employees ICMA Payable	6,435.00
03/22	03/16/2022	999294	ACH-ICMA 457	701-000-230.700	Employees ICMA Payable	2,034.41
03/22	03/16/2022	999295	ICMA ROTH %	701-000-230.900	Roth IRA	84.98
03/22	03/16/2022	999296	ICMA-ROTH	701-000-230.900	Roth IRA	370.00
Grand Totals:						448,766.10

Report Criteria:

Check.Check issue date = 03/03/2022-03/16/2022

Check Number	Check Issue Date	Name	GL Account	Amount
95947	03/04/2022	USPG Portfolio Two, LLC	582588803000	2,500.00-
96258	03/04/2022	USPG Portfolio Two, LLC	582588803000	2,500.00
96323	03/09/2022	Cole, Lauren	101756808030	10.00
96324	03/09/2022	Corey, Sadie	101756808030	20.00
96325	03/09/2022	Crittenden, Emily	101756808030	50.00
96326	03/09/2022	Guy, Caroline	101756808030	20.00
96327	03/09/2022	Guy, Grayson	101756808030	30.00
96328	03/09/2022	Hansen, Katie	101756808030	60.00
96329	03/09/2022	Holzschu, Amelia	101756808030	30.00
96330	03/09/2022	Lee, Sophie	101756808030	40.00
96331	03/09/2022	Malkowski, Caitlyn	101756808030	20.00
96332	03/09/2022	Malkowski, Mya	101756808030	20.00
96333	03/09/2022	Matthews, Quinn	101756808030	20.00
96334	03/09/2022	Stolzenfels, Ellie	101756808030	20.00
96335	03/09/2022	Snowden, Sara Lee	582040285000	40.48
96336	03/09/2022	Wiggs, Justine	582040285000	22.23
96409	03/16/2022	Ball, Stevie	101087654000	430.00
96410	03/16/2022	Bizorek, Thomas	582081642300	77.64
96411	03/16/2022	Shed Fine Goods	582588803000	138.50
Grand Totals:				1,048.85



City of Petoskey

Agenda Memo

BOARD: City Council

MEETING DATE: March 21, 2022

PREPARED: March 10, 2022

AGENDA SUBJECT: Traffic Order Confirmation Resolution

RECOMMENDATION: That the City Council adopt this proposed resolution

Background City staff has received numerous citizen concerns over the last several months regarding speed and safety on Woodland Street near Michigan and State Streets. Both intersections are currently two-way stop intersections. City staff routinely relies on consultants to analyze these types of traffic concerns when they are brought to the City's attention. The City consulted with Cincar Consulting Group, Detroit, who specializes in traffic and safety studies, regarding vehicular and pedestrian safety at these two locations.

Review Cincar Consulting Group provided a detailed report regarding safety at these two locations and determined that installation of a four-way stop could be warranted based on considerations such as the proximity of the intersections to the Central Business District (CBD) and schools. A portion of the in-depth report indicated the following:

"The Michigan Manual of Uniform Traffic Control Devices (MMUTCD) has warrants/guidelines for installing four-way-stop signs. Warrants include traffic volumes, crashes, as well as other considerations. This intersection does not meet the vehicular volume warrant or the crash warrant. However, this intersection does meet the criteria for the need to control vehicle and pedestrian conflicts near locations with high pedestrian volumes. As such, it is our recommendation to install a four-way-stop sign at the intersection of Woodland Avenue and Michigan Street."

The Department of Public Safety staff recommends that changing the intersections of Woodland Street and Michigan Street, as well as Woodland Street and State Street, to four-way stops would make the intersections safer for both motorists and pedestrians. The Department of Public Safety and other City staff have observed these intersections and concur with the report as provided by the Cincar Consulting Group to permanently upgrade these intersections from two-way stops to four-way-stop designation. This is the best solution for making these intersections safer for public use.

Function These proposed Woodland and Michigan Street and Woodland and State Street controls would function in a similar manner as other four-way stop intersections by stopping traffic and improving safety for motorists and pedestrians. Over the past several years, vehicular and pedestrian traffic has significantly increased in these intersections due to proximity of the CBD and schools, causing potential increases in vehicular and pedestrian accidents.

Action City Council adopt the enclosed proposed resolution that would authorize a traffic order to officially confirm the administrative decision to designate intersections of Woodland Street and Michigan Street and Woodland Street and State Street as four-way-stop intersections, as established by Traffic Order 3-137, and direct that stop signs be installed permanently.

sb
Enclosures

February 15, 2022

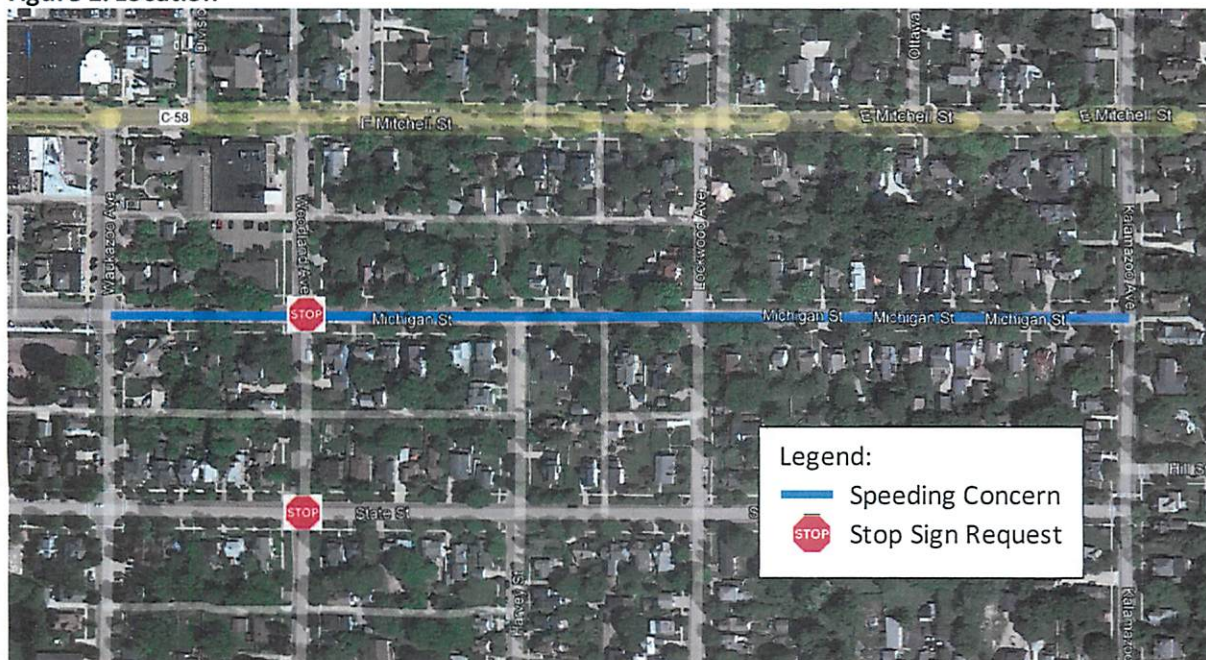
City of Petoskey, Michigan
Attn: Alan Terry, Interim City Manager
101 E. Lake Street
Petoskey, MI 49770

Re: City of Petoskey Traffic Concerns in and around Downtown and Speeding along Michigan Street

Dear Mr. Terry,

In December 2021, your staff contacted us regarding several traffic concerns in and around downtown as well as concerns with speeding along Michigan Street east of downtown between Waukazoo Avenue and Kalamazoo Avenue. See Figure 1 for a location of these concerns.

Figure 1. Location



The first concern is a lack of vehicular sight distance and perceived pedestrian safety at the intersection of Michigan Street and Woodland Avenue. Currently, Woodland Avenue stops for Michigan Street, both roadways are two-lane, two-way roadways with a speed limit of 25 miles per hour (mph). There is parallel parking allowed on both sides of both roadways approaching the intersection, approximately 40-feet from the intersection. There can also be significant pedestrian activity around the intersection, particularly in the summer. The edge of downtown ends at Woodland Avenue and east of that roadway is residential. There are two solutions to ease these concerns, the first would be to restrict some of the parking closer to the intersection to improve the sight distance of those vehicles stopping on Woodland Avenue. The second option is to install four-way stop signs at the intersection, this would keep the additional parking spaces, which are needed within downtown and improve intersection pedestrian safety.

The Michigan Manual of Uniform Traffic Control Devices (MMUTCD) has warrants/guidelines for installing four-way stop signs. Warrants include traffic volumes, crashes, as well as other considerations. This intersection does not meet the vehicular volume warrant or the crash warrant. However, this intersection does meet the criteria for the need to control vehicle and pedestrian conflicts near locations with high pedestrian volumes. As such, it is our recommendation to install a four-way stop sign at the intersection of Woodland Avenue and Michigan Street.

A second potential pedestrian safety concern was raised at the intersection of Woodland Avenue and State Street, one street south of the previous intersection. State Street is a two-lane, two-way roadway with a speed limit of 25 mph. Woodland Avenue currently stops for State Street. This intersection is in a completely residential area and outside of downtown Petoskey. Central Elementary School is located off of State Street west of Woodland Avenue and children walk to/from school and the residential area to the east. Again, this intersection does not meet a four-way stop sign warrant based on vehicular volumes or crashes. However, the intersection does meet the criteria to control vehicle and pedestrian conflicts near locations with high and vulnerable pedestrian volumes. As such, it is our recommendation to install a four-way stop sign at the intersection of Woodland Avenue and State Street.

The last concern is speeding along Michigan Street between Waukazoo Avenue and Kalamazoo Avenue. The posted speed limit along this stretch is 25 mph. Parking is allowed along both sides of the street and is residential in nature. From aerial photos, width of the street varies between 34-feet at the western end and 24-feet to the east. There is a four-way stop located at Waukazoo Avenue and Michigan Street. The other side streets between Waukazoo Avenue and Kalamazoo Avenue stop for Michigan Street. There are no pavement markings along the street.

The City of Petoskey conducted speed studies along several locations of Michigan Street in the months of July through September 2021. The 85th percentile speed is the standard measure to determine speed limits within Michigan and to determine the speed that “most” vehicles are at or below (with 15% of vehicles going above that speed). The table below summarizes the 85th percentile speed based on the speed studies. The results of the speed studies are attached to the end of this correspondence.

Table 1. Speeds along Michigan Street

Time Frame	1 to 20mph	21 to 25 mph	26 to 30mph	>30mph
7/28/21 to 8/7/21	41%	40%	16%	3%
9/7/21 to 9/15/21	83%	14%	3%	0%
9/15/21 to /29/21	82%	14%	4%	0%

Table 2. Number and Percentage of Vehicle Speeds

Speed	Number of Vehicles	Percentage of Vehicles
Less than 20mph	7,794	56%
Less than 25 mph	12,013	86%
Less than 30 mph	13,578	97%
Over 30 mph	429	3%
Total	14,007	100%

As shown in the tables, the 85th percentile speed is a little less than 25 mph, which is very close to the posted speed limit of 25 mph. There are times during the day where the 85th percentile speed may be higher, notably in the afternoon timeframe of 3pm to 5pm, which may be due to the high school (to the

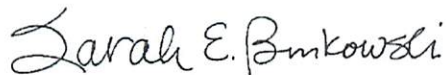
east) releasing students. It is our understanding that the speed studies were conducted using a portable radar system that displays the speed. As such, the speed study may have been impacted as drivers were able to observe their active travel speed. It is our recommendation that an additional speed study be conducted by radar with an unmarked car or with prior method but not display the observed speed. The use of tube counters is another reliable method to collect speed data.

A proposed mitigation to slow vehicle speeds along the eastern end of Michigan Street was to install a four-way stop sign between Woodland Avenue and Kalamazoo Avenue. Numerous studies have been conducted over the years and have shown that installing four-way stop signs to reduce speeds is not effective¹. If a driver feels that a four-way stop sign is not warranted, compliance is reduced causing additional issues such as perceived intersection safety which can be dangerous for vehicles and pedestrians.

Given that the speed data shows that the 85th percentile speed is around 25 mph, it is recommended to conduct an additional speed study in the Spring of 2022 either by radar from an unmarked police vehicle or using a speed counter that does not display the speed. The newly collected data should be re-analyzed and compared to prior data. It is also suggested that additional police presence is added along the street in the afternoons to reduce speeding during those times of the day.

Please feel free to contact me at the contact information below if you have any questions or concerns.

Sincerely,



Sarah Binkowski, PE, PTOE
Senior Transportation Manager



400 Renaissance Center
Suite 2600
Detroit, MI 48243
C:(313)204-8200

Sarah.Binkowski@itsc2g.com | www.itsc2g.com

¹ <http://archive.rcgov.org/ca20140902/PW081214-09/RESEARCH%20ON%20EFFECTIVENESS%20OF%20ALL-WAY%20STOPS.pdf>



Traffic Order _____

In accordance with Ordinance No. 688, Article II of the Uniform Traffic Code Ordinance of the City of Petoskey, the following temporary traffic-control order is hereby established.

Intersection

Description

Matthew Breed, Director of Public Safety

Traffic Order 3-137

In accordance with Chapter 257, Section 671(1), of the Motor Vehicle Code, the following intersection is designated a stop intersection.

Intersection

Description

Michigan Street and Woodland Street
State Street and Woodland Street

Four-way (all) stop
Four-way (all) stop

Date filed with the City Clerk _____

Approved by City Council _____ Resolution No. _____



City of Petoskey

Resolution

WHEREAS, the City's Department of Public Safety staff has reviewed existing traffic control devices at the intersection of Woodland Street and Michigan Street as well as Woodland Street and State Street; and

WHEREAS, the City consulted with Cincar Consulting Group, Detroit, who specializes in traffic and safety studies, regarding vehicular and pedestrian safety at these two locations; and

WHEREAS, upon the recommendation of the traffic consultant and the review by the Department of Public Safety, staff has determined that there would be justification to permanently upgrade the intersections of Woodland Street and Michigan Street as well as Woodland Street and State Street from two-way stops to four-way stop intersections; and

WHEREAS, the Director of Public Safety has requested that the City Manager recommend that the City Council implement a traffic order that would call for the addition of stop signs for eastbound and westbound traffic at both above mentioned locations thus transforming the intersections to four-way stop intersections:

NOW, THEREFORE, BE IT RESOLVED that the City of Petoskey City Council does and hereby confirms Traffic Order 3-137 that would designate the Woodland and Michigan as well as the Woodland and State intersections as four-way stop intersections; and

BE IT FURTHER RESOLVED that the City Manager be and is hereby directed to arrange for necessary signs to be permanently installed at these intersections.



BOARD: City Council

MEETING DATE: March 21, 2022 **DATE PREPARED:** March 16, 2022

AGENDA SUBJECT: Bayfront Park Clock Tower Improvements

RECOMMENDATION: That City Council approve the proposal with Verdin Company to complete upgrades on Bayfront Park Clock Tower for \$49,154

Background The iconic clock tower in Bayfront Park is over 30 years old. The City has annually had the clock maintained and parts replaced when needed. The current lighting is the original from when the clock was installed and doesn't provide enough backlight to see the clock face. Also, there have been issues with the clock motors over the last few years, resulting in additional maintenance costs.

The City has been under a maintenance agreement with Verdin Company, the clock manufacturer, since the clock was installed. With the condition of the lights, and frequent clock motor issues, staff recommends addressing the issue this year. Upgrades would include retrofitting all monofilament canisters to LED lighting, replacement of three timepieces, new clock hands, controller and battery backup. This is a project referenced in the Capital Improvement Plan for 2023, however funds are available in the TIFA Fund and Electric Fund to perform the upgrade this year.

Additionally, there are concerns of waiting another year due to increasing product cost and availability of material. The cost of the project will be \$49,154. The City has worked with Verdin for a number of years and provides resources (bucket truck and staff) to assist with the needs of the company to keep costs down.

Action That City Council consider adoption of the proposed resolution approving the proposal from Verdin Company to provide necessary upgrades to the Bayfront Park Clock Tower for a cost of \$49,154.

kk
Enclosure



City of Petoskey

Resolution

WHEREAS, the City of Petoskey City Council hereby recognizes the need to keep the 30 year old Bayfront Clock Tower functional and supports the need to upgrade the clock tower; and

WHEREAS, the City of Petoskey has an established maintenance agreement with Verdin Company, who installed the clock tower:

NOW, THEREFORE, BE IT RESOLVED, that the City of Petoskey City Council does and hereby confirms its intent to approve the proposal from Verdin Company for \$49,154 to upgrade the current monofilament lighting to LED, replace three time pieces, install new clock hands and provide a new controller with a battery backup; and

BE IT FURTHER RESOLVED that the City of Petoskey City Council hereby confirms its intent to authorize the City Manager, or his designee, to serve as the City of Petoskey's representative for the Clock tower upgrade project.

State of Michigan }
County of Emmet } SS
City of Petoskey }

I, Alan Terry, Clerk of the City of Petoskey, do hereby certify that the foregoing is a true copy of a resolution adopted by the City of Petoskey City Council assembled on the 21st day of March, 2022 and of the whole thereof.

In witness where of I have here unto set my hand and affirmed the corporate seal of said City this _____ day of March, 2022.

Alan Terry, City Clerk



City of Petoskey

Agenda Memo

BOARD: City Council

MEETING DATE: March 21, 2022

PREPARED: March 16, 2022

AGENDA SUBJECT: National Flood Insurance Program

RECOMMENDATION: That the City Council review the proposed floodplain ordinance and intergovernmental agreement with Emmet County

Background. The City participates in the National Flood Insurance Program (NFIP) which provides less expensive flood insurance for those wanting the coverage. Otherwise property owners would have to purchase the insurance publicly at much higher rates. The program is run through the Federal Emergency Management Agency (FEMA) who has update the maps used in determining rates. The Flood Insurance Rates Maps (FIRMs) have been updated for Emmet County.

Within Michigan the Department of Environment, Great Lakes and Eagle (EGLE) monitors the program through their Water Resource Division. To participate in the program each municipality must adopt a floodplain ordinance prior to June 1, 2022. The regulations for the program are included within the state construction code PA 230 of 1972. The Emmet County Building Department enforcing the construction code for the City of Petoskey as well as the remainder of the municipalities within the County.

Emmet County has and is willing to continue to provide this service for municipalities within the County. To continue participating in this program the City is now required to; (1) adopt a flood plain ordinance that would designate Emmet County as the enforcing agency to discharge the City's responsibility under the act and (2) enter into an Intergovernmental Agreement with Emmet County to manage the floodplain development for the insurance program.

The State has provided sample documents for local units to use which Emmet County and local units have created local templates from. Included is a proposed floodplain ordinance and an intergovernmental agreement with Emmet County both of which have been reviewed by the City's Attorney. An ordinance cannot be adopted at the meeting it is introduced at, so Council may approve it at the April 18, 2022 meeting. The Intergovernmental Agreement need to be approved by the Emmet County Board of Commissioners, so the sooner it is approved, the sooner it could be placed on their agenda.

Action. Review the proposed Floodplain Ordinance and Intergovernmental Agreement with Emmet County. Possible approval of the Intergovernmental agreement with Emmet County.

at
Enclosures

**INTERGOVERNMENTAL AGREEMENT
TO MANAGE FLOODPLAIN DEVELOPMENT
FOR THE NATIONAL FLOOD INSURANCE PROGRAM**

THIS INTERGOVERNMENTAL AGREEMENT is deemed effective on _____, between the COUNTY OF EMMET, a Michigan municipal corporation, located at 200 Division St., Petoskey, Michigan, 49770 (“Emmet County”), and the CITY OF PETOSKEY, a Michigan municipal corporation, with an address of 101 East Lake Street, Petoskey, MI 49770 (“City of Petoskey”).

Recitals

WHEREAS, the City of Petoskey currently participates in the Federal Emergency Management Agency’s (FEMA) National Flood Insurance Program (NFIP) by complying with the program’s applicable statutory and regulatory requirements for the purposes of significantly reducing flood hazards to persons, reducing property damage, reducing public expenditures, and providing for the availability of flood insurance and federal funds or loans within its community; and

WHEREAS, the NFIP requires that floodplain management regulations must be present and enforced in participating communities, and utilize the following definitions which also apply for the purposes of this agreement:

1. Flood or Flooding means:

- a. A general and temporary condition of partial or complete inundation of normally dry land areas from: (1) the overflow of inland or tidal waters, (2) the unusual and rapid accumulation or runoff of surface waters from any source, (3) mudflows, and
- b. The collapse or subsidence of land along the shore of a lake or other body of water as a result of erosion or undermining caused by waves or currents of water exceeding anticipated cyclical levels or suddenly caused by an unusually high water level in a natural body of water, accompanied by a severe storm, or by an unanticipated force of nature, such as flash flood or an abnormal tidal surge, or by some similarly unusual and unforeseeable event which results in flooding, as defined in paragraph (a)(1) of this definition.

2. Flood Hazard Boundary Map (FHBM) means an official map of a community, as may have been issued by the FEMA, where the boundaries of the areas of flood, mudslide (i.e., mudflow) related erosion areas having special hazards have been designated as Zone A, M, and/or E.

3. Floodplain means any land area susceptible to being inundated by water from any source (see definition of flooding).

4. Floodplain management means the operation of an overall program of corrective and preventive measures for reducing flood damage, including but not limited to emergency preparedness plans, flood control works, and floodplain management regulations.

5. Floodplain management regulations means zoning ordinances, subdivision regulations, building codes, health regulations, special purpose ordinances (such as a floodplain ordinance, grading ordinance, and erosion control ordinance) and other applications of police power that provide standards for the purpose of flood damage prevention and reduction.

6. Structure means a walled and roofed building that is principally above ground, gas or liquid storage facility, as well as a mobile home or manufactured unit.

WHEREAS, the Stille-Derossett-Hale Single State Construction Code Act, Act No. 230 of the Public Acts of 1972, as amended, (construction code act), along with its authorization of the state construction code composed of the Michigan Residential Code and the Michigan Building Code [and its Appendices (specifically Appendix G)] contains floodplain development and management regulations that comply with the FEMA NFIP minimum floodplain management criteria for flood prone areas as detailed in Title 44 of the Code of Federal Regulations (44 CFR), Section 60.3; and

WHEREAS, Section 2 of Act 35 of the Public Acts of 1951, as amended, MCL 124.2, provides:

Any municipal corporation shall have the power to join with any other municipal corporation, or with any number or combination thereof by contract, or otherwise as may be permitted by law, for the ownership, operation, or performance, jointly, or by any 1 or more on behalf of all, of any property, facility or service which each would have the power to own, operate or perform separately;

WHEREAS, by the action dates of this document, Emmet County affirms/agrees to function on behalf of City of Petoskey as the designated enforcing agency to discharge the responsibility of administering, applying, and enforcing the construction code act and the state construction code, specifically the Michigan Residential Code and the Michigan Building Code, and the Michigan Rehabilitation Code for Existing Buildings to all development within City of Petoskey's political boundaries; and

WHEREAS, City of Petoskey and Emmet County enforce floodplain regulations of the construction code act, and City of Petoskey wishes to ensure that the administration of that code complies with requirements of the NFIP.

NOW THEREFORE, the parties agree to the following conditions to maintain eligibility and continued participation in the NFIP; both communities declare their understanding that, until this agreement is terminated and City of Petoskey makes other provision to enforce the construction code act, the following terms and conditions apply to this agreement:

1. **Enforcement.** City of Petoskey and Emmet County agree that Emmet County's officially designated enforcing agency for the construction code act, Emmet County Planning, Zoning, and Construction Resources department, be directed to administer, apply, and enforce on City of Petoskey's behalf the floodplain management regulations as contained in the state construction code (including Appendix G) and to be consistent with those regulations, by:

- a. Obtaining, reviewing, and reasonably utilizing flood elevation data available from federal, state, or other sources pending receipt of data from the FEMA to identify the flood hazard area, and areas with potential flooding, and
- b. Ensuring that all permits necessary for development in floodplain areas have been issued, including a floodplain permit, approval, or letter of no authority from the Michigan Department of Environmental Quality under the floodplain regulatory provisions of Part 31, "Water Resources Protection," of the Natural Resources and Environmental Protection Act, 1994 PA 451, as amended, and
- c. Reviewing all permit applications to determine whether the proposed building sites will be reasonably safe from flooding. Where it is determined that a proposed building will be located in a flood hazard area or special flood hazard area, Emmet County shall implement the following applicable codes according to their terms:
 - i) All appropriate portions and specifically the floodplain management regulation portions and referenced codes and standards of the current Michigan Residential Code.
 - ii) All appropriate portions and specifically the floodplain management regulation portions and referenced codes and standards of the current Michigan Building Code.
 - iii) Appendix G of the current Michigan Building Code.
 - iv) All appropriate portions and specifically the floodplain management regulation portions and referenced codes and standards of the current Michigan Rehabilitation Code for Existing Buildings.
- d. Reviewing all proposed subdivisions to determine whether such proposals are reasonably safe from flooding and to ensure compliance with all applicable floodplain management regulations.
- e. Assisting in the delineation of flood hazard areas; provide information concerning uses and occupancy of the floodplain or flood-related erosion areas, maintain flood proofing and lowest floor construction records, and cooperate with other officials, agencies, and persons for floodplain management.

- f. Advising FEMA of any changes in community boundaries, including appropriate maps, and
- g. Maintaining records of new structures and substantially improved structures concerning any certificates of floodproofing, lowest floor elevation, basements, floodproofing, and elevation to which structures have been floodproofed.

2. Ongoing Review of Data. City of Petoskey and Emmet County assure the Federal Insurance Administrator (Administrator) that they intend to review, on an ongoing basis, all amended and revised FHBMs and Flood Insurance Rate Maps (FIRMs) and related supporting data and revisions thereof and revisions of 44 CFR, Part 60, Criteria for Land Management and Use, and to make such revisions in its floodplain management regulations as may be necessary to assure City of Petoskey's compliant participation in the program.

3. Adoption of Ordinance. City of Petoskey further assures the Administrator that it will adopt the current effective FEMA Flood Insurance Study (FIS), FHBMs, and/or the FIRMs by reference within its Floodplain Management Map Adoption Ordinance or similarly binding ordinance documentation.

4. Code Enforcement. Emmet County agrees to administer and enforce the construction code act in accordance with the terms and the conditions contained herein so that City of Petoskey may continue its participation in the NFIP.

5. Term; Renewal. This Agreement shall be for a one (1) year term, beginning _____ and ending _____, but may be terminated by either party earlier pursuant to the termination clause below. This Agreement will automatically renew for successive one (1) year terms on the same terms and conditions, unless terminated. If either party desires a change in the terms and conditions, such changes must be in writing.

6. Indemnification. City of Petoskey shall indemnify and hold harmless the County, its officers, board members, assigns, agents, servants, employees, and insurance companies from any and all damages, legal fees, or expenses, losses, claims, and actions which may arise out of performing the Services provided under this Agreement.

7. Termination. Either party may terminate this Agreement by giving the other party ninety (90) days' written notice of the intent to terminate this Agreement.

8. Liability Insurance. At all times during the term of this Agreement, and any renewals of this Agreement, each party shall maintain public liability insurance with policy liability limits no less than \$1,000,000.00 for a single occurrence and \$3,000,000.00 in the aggregate.

9. Notice. Any notice required under this Agreement by either party shall be in writing to the party to be notified and sent by certified mail, return receipt requested, to the address stated at the beginning of this Agreement, unless the address has been changed and both parties have been so notified consistent with this paragraph.

10. **Governing Law; Venue.** The parties agree that the validity, construction, enforcement, and interpretation of this Agreement shall be governed by the laws of the State of Michigan. Venue shall be proper in the Circuit Court of Emmet County.

11. **Entire Agreement.** The agreement contains the entire Agreement of the parties and supersedes any and all prior or extraneous agreements and understandings, oral or written, if any, between the parties.

12. **Severability.** If any provision in this Agreement is deemed invalid or unenforceable, such provision shall be severed and this Agreement shall be construed as if the invalid or unenforceable provision were omitted.

AGREED to this ____ day of _____, 2022, at Petoskey, Michigan.

IN THE PRESENCE OF:

CITY OF PETOSKEY

By: John Murphy, Mayor

COUNTY OF EMMET

Suzanne R. Kanine, Clerk

By: Michael W. Reaves
Emmet County Administrator

ORDINANCE ADDRESSING FLOODPLAIN MANAGEMENT PROVISIONS OF THE STATE CONSTRUCTION CODE

CITY OF PETOSKEY

Ordinance number _____

An ordinance to affirm an enforcing agency to discharge the responsibility of the City of Petoskey located in Emmet County, and to designate regulated flood hazard areas under the provisions of the State Construction Code Act, Act No. 230 of the Public Acts of 1972, as amended.

The City of Petoskey ordains:

Section 1. AGENCY DESIGNATED. Pursuant to the provisions of the state construction code, in accordance with Section 8b(6) of Act 230, of the Public Acts of 1972, as amended, the Emmet County Building Official of Emmet County is hereby designated as the enforcing agency to discharge the responsibility of the City of Petoskey under Act 230, of the Public Acts of 1972, as amended, State of Michigan. The County of Emmet assumes responsibility for the administration and enforcement of said Act throughout the corporate limits of the City of Petoskey.

Section 2. CODE APPENDIX ENFORCED. Pursuant to the provisions of the state construction code, in accordance with Section 8b(6) of Act 230, of the Public Acts of 1972, as amended, Appendix G of the Michigan Building Code shall be enforced by the enforcing agency within the jurisdiction of the City of Petoskey.

Section 3. DESIGNATION OF REGULATED FLOOD PRONE HAZARD AREAS. The Federal Emergency Management Agency (FEMA) Flood Insurance Study (FIS) Entitled "The Flood Insurance Study for Emmet County, all Jurisdictions" and dated June 1, 2022 and the Flood Insurance Rate Map(s) (FIRMS) panel number(s) of 26047CIND1A, 26047CIND2A, 26047C0338D, 26047C0339D, 26047C0401D, 26047C0402D, 26047C0406D, 26047C0407D, 26047C0426D, 26047C0427D, dated June 1, 2022 are adopted by reference for the purposes of administration of the Michigan Construction Code, and declared to be a part of Section 1612.3 of the Michigan Building Code, and to provide the content of the "Flood Hazards" section of Table R301.2(1) of the Michigan Residential Code.

Section 4. REPEALS. All ordinances inconsistent with the provisions of this ordinance are hereby repealed.

Section 5. PUBLICATION. This ordinance shall be effective after legal publication and in accordance with the provisions of the Act governing same.

Adopted this ____ day of April, 2022.

This ordinance duly adopted on _____ at a regular meeting of the Petoskey City Council and will become effective _____ 2022.

Date; _____, _____

Alan F Terry, City Clerk

Date; _____, _____

Audrey Plath, Finance Supervisor

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