

BEAVER LAKE PARK COMMITTEE
MEETING MINUTES
Monday, April 24, 2023 – 12:30 p.m.
Howard Male Conference Room

Beaver Lake Park Chair Gerald Lucas called the Beaver Lake Park Committee meeting to order at 12:31 p.m.

COMMITTEE MEMBERS PRESENT: John Kozlowski, Pam Kirchoff (sitting in for Bill LaHaie), and Gerald Lucas. Beaver Lake Park Co-Managers Earl & Marcia Martin. Bill LaHaie, excused.

OTHERS PRESENT: Rob Zielaskowski, County Maintenance Superintendent Wes Wilder (via telephone, if needed) and County Board Assistant/Parks Recording Secretary Lynn.

FRENCH DRAIN PROJECT

Manager Earl Martin presented Rob Zielaskowski of Rob Zielaskowski Excavating reporting he has a quote from Rob and contacted Girard for another quote and informed him that Girard will not do project. Rob reported that he will be working on the drain project for Beaver Lake Park and presented information verbally to the committee and will get a written quote to Manager Earl who will get it to the committee (attachment #1). Moved by Pam Kirchoff and supported by John Kozlowski to approve the below action item. Roll call vote was taken: AYES: All ayes. NAYS: None. Motion carried.

ACTION ITEM #1: The Committee recommends approval of the proposal from Rob Zielaskowski Builders to do the drain project for Beaver Lake Park not to exceed \$5,000 (budgeted for 2023) with material supplied by the County for water proofing will be deducted off invoice before submitting.

PARK VISIT

Chair Lucas reminded the committee and the managers that the park visit will be on Saturday, May 20th starting at 9:00 a.m. at Beaver Lake Park.

CAMP HOST APPLICATIONS FOR 2023 CAMPING SEASON

Manager Marcia Martin presented applications for Michael Batchelder and Alyssa McNeill for approval as camp hosts for Beaver Lake Park for the 2023 camping season and will have them complete a background check if approved (attachment #2). Marcia reported that they have been seasonals in the past and have volunteered and helped and have paid some money on their seasonal lot and if approved to refund \$221.56. Discussion and recommended to discuss further at the pointpersons on the number of camp hosts approved at parks and on seasonal lots and to have uniform for all parks. Moved by John Kozlowski and supported by Pam Kirchoff to approve the action item below. Roll call vote was taken: AYES: All ayes. NAYS: None. Motion carried.

ACTION ITEM #2: The Committee recommends approval of the Camp Host Applications of Michael Batchelder and Alyssa McNeill as Beaver Lake Park Camp Hosts for the 2023 Camping Season, pending background check. If background check comes back clear, approve refund in the amount of \$221.56 to Michael Batchelder and Alyssa McNeill for their 2023 Camping Season as they will be Camp Hosts for Beaver Lake Park for 2023.

CPR training certification update – Earl & Marcia Martin, and Heather and Chris Freehling completed. Earl reported that Green Township will do CPR training at the park and stop the bleed at the park to catch anyone else that did not complete.

MANAGER MONTH REPORTS

1. French Drain Project – Received quote from Rob Z and contacted Girard for quote who is not interested.
2. Store/Office – Marcia turned in copy of their insurance certificate. Earl reported that they replaced the old freezer and are doing some painting.
3. Pavilion Update – Earl gave an update. (wolverine cu donation application).
4. Vehicle update – Vehicle from Enterprise coming.
5. Equipment update - Tractor Bucket reinforced and completed.
6. Volunteer list needed for 2023 camping season for County Insurance purposes.
7. Miscellaneous
 - a) Trailer still at fairgrounds, needs new lighting, missing one ramp, hitch with a total estimate of \$150 to fix trailer (Parks Commission approved \$75 per park). Earl gave an update.
 - b) Wolverine Credit Union – Earl gave an update reporting they are working on two application requests to submit for the pavilion and water trampoline project.

NEW BUSINESS

Trade stumpgrinding and tree service for camping – Discussion and recommendation to do and to put number of trees into budget for 2024 project. Earl & Marcia will provide estimate from company for the committee. Moved by Pam Kirchoff and supported by John Kozlowski to recommend the below action item. Roll call vote was taken: AYES: All ayes. NAYS: None. Motion carried.

ACTION ITEM #3: The Committee recommends approval of two weeks free camping (valued at \$392) to company in Mio for tree and stump work (removal of two large and two smaller stumps, future downing of a tree and removal of its stump) for a total 5 stumps removed with the estimated total work amount of \$800-900 in trade for camping for the 2023 Camping Season.

Earl reported that Duffy will be out this Thursday to put water on.

VACATION REQUEST

Managers Earl & Marcia Martin presented a request for a vacation to celebrate their wedding anniversary. Moved by Pam Kirchoff and supported by John Kozlowski to approve the vacation request for Beaver Lake Park Managers Earl & Marcia Martin to take vacation on August 24, 2023 through August 29, 2023 in honor of their 35th Wedding Anniversary. Arrangements will be made in advance for all payments required during that period of time to the extent possible; lock drop box is available. Motion carried.

Marcia reported would make arrangements all payments processed beforehand, campers can pay by money order, check or cash and put into envelope and put in the drop box. Can have Patrick stop by to check on reservations for them if need be or campers can contact Long Lake Park or Sunken Lake Park to make reservation payment by credit card. Camp Hosts can run the store for the managers. The managers will cover all basis.

2023 BUDGET

The committee reviewed and no budget concerns.

PARKS PERFORMANCE REVIEW

The committee discussed and reviewed the current Parks Performance Review Form and recommend to update and the first review to be done before opening day of May 12, 2023.

OTHER DISCUSSIONS

Earl reported on a bill from Pure Water Well received from Treasurer's Office in the amount of \$576.56 total for well issues at house, check valve went out on it, no water pressure, went out there three times but only charging going out there twice and on April 24th had to come back again, still creating issues and replaced section of pipe. Discussion and recommendation on two invoices received for service calls from Pure Water Well to contact them to clarify bills and to resubmit an invoice without sales tax as the County is sales tax exempt and have paid previous bills to Pure Well. The Committee recommended Manager Earl Martin to contact Pure Water Well to remove sales tax and resubmit an updated Invoice to be paid in the total amount of \$566.57. Moved by Pam Kirchoff and supported by John Kozlowski to approve the below action item. Roll call vote was taken: AYES: All ayes. NAYS: None. Motion carried.

ACTION ITEM #4: The Committee recommends approval to pay the bill to Pure Water Well for the service calls minus the sales tax with the total approved of \$566.57.

Earl presented request to order trees for 2024 and committee recommended to bring to the 2024 budget discussions/recommendations meeting for Beaver Lake Park.

Next Meeting: Tuesday, May 30, 2023 at 12:30 p.m. in the Howard Male Conference Room

Chair Gerald Lucas informed the committee that he will not be available at the next committee meeting as he will be out of town.

ADJOURNMENT

The meeting adjourned at 1:50 p.m.

Respectfully Submitted,



Gerald Lucas, Beaver Lake Park Chair/Point Person

llb

Proposal

Page No. _____ of _____ Pages

Rob Zielaskowski Builders Inc.

8310 Werth Road
Alpena, Michigan 49707
(517) 727-2060

License No. 2101071465

Rwd
5-1-23
ws

#1

| | | | |
|-------------------------------------------------------------------|--|---------------------------------------------------------------------|------------------------|
| PROPOSAL SUBMITTED TO <i>County of Alpena Beaver Lake Port</i> | | PHONE | DATE <i>4-28-23</i> |
| STREET | | PROJECT NAME <i>Drain Work + Reshaping</i> | |
| CITY, STATE AND ZIP CODE | | PROJECT LOCATION <i>Beaver Lake Port - Park Rd - Lochswe MI.</i> | |
| DATE OF DRAWINGS | | PROJECT PHONE | |

We hereby submit specifications and estimates for:

*Drain Work on South and East Sides of Pole Barn Garage
Pull dirt back from building - Reshape area
Install Waterproof Membrane on South and East sides of Garage
Sidewalk at Office - Remove Shale Rock along sidewalk
Reshape + Slope yard
Dig out Stumps at corner of Office + Recreation Building*

*We will deduct Material supplied by County for Water proofing
From Price*

We Propose hereby to furnish material and labor — complete in accordance with above specifications, for the sum of:

dollars (\$ *5000.00*)

Payment to be made as follows:

All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado and other necessary insurance. Our workers are fully covered by Workmen's Compensation Insurance.

Authorized Signature

Rob Zielaskowski

Note: This proposal may be withdrawn by us if not accepted within _____ days.

Acceptance of Proposal — The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

Date of Acceptance: _____

Signature: _____

Signature: _____

Rec'd 4-24-23
115

#2

Alpena County Parks and Recreation Commission
720 Chisholm Street Suite 7
Alpena, MI 49707

CAMPGROUND HOST VOLUNTEER APPLICATION

Complete the application in its entirety and return to the Alpena County Parks and Recreation Commission at the address above.

| | | | |
|------------------------------------------------------------------|--|-----------------------------------------------------------------------------------------------|--------------------|
| Applicant's Name (First, M.I., Last) <u>Alyssa L McNeill</u> | | | |
| Address <u>1014 Merchant Street</u> | | City <u>Alpena</u> | State <u>MI</u> |
| Zip Code <u>49707</u> | | Retired? <u>Yes</u> <input checked="" type="checkbox"/> <u>No</u> <input type="checkbox"/> | |
| Occupation (Current or Past) <u>Food and Beverage Manager</u> | | Home Phone Number () | |
| Cell Phone Number <u>(989) 916-6572</u> | | Email Address <u>alyssa.lynnmcneill@yahoo.com</u> | |

I hereby apply for a position with the Alpena County Parks and Recreation Commission as a
Campground Host at :

Park being applied for: (mark correct box)

☒ Beaver Lake Park ☐ Long Lake Park ☐ Sunken Lake Park

Have you ever camped at any of the Alpena County Parks? yes Which
one(s) Beaver Lake Park

Are you familiar with the Alpena County Park Rules? ☒ Yes ☐ No

Approximately how many years have you been a camper? 2

Are there dates that you are NOT available during the camping season (May 15th-Oct 15th)?
If Yes, please specify _____

What type of camping unit will you be using if you are selected as a Campground Host?
☐ Motor Home ☐ Pickup Camper ☒ Trailer ☐ Tent

| | |
|------|-------------------------|
| Size | Length <u>20 ft.</u> |
|------|-------------------------|

Do you have vehicle liability insurance? ☒ Yes ☐ No If Yes, complete next section below

| | | |
|------------------------------------------------|-----------------------------------------|---------------------------------------|
| Name of Insurance Company <u>State Farm</u> | Policy Number <u>992 6608 A01-22</u> | Expiration Date <u>Jul 1, 2023</u> |
|------------------------------------------------|-----------------------------------------|---------------------------------------|

List your specific outdoor interest or hobbies: (botany, hiking, bird watching, etc.)

Gardening, mowing, hiking, fishing

List any special needs which may limit your work conditions:

None

List all additional immediate family members who will reside fulltime at the campsite:

| Name (First, M.I., Last) | Relationship |
|-------------------------------------|--------------|
| Mike Batchelder | fiance |
| Curtis Batchelder | stepson |
| Jackson McNeill & Daniel Batchelder | Sons |

Please list two (2) personal references:

| Name | Occupation | Phone Number |
|------------------|-----------------------|-----------------|
| Linda McNeill | home health nurse | (989) 2657-5439 |
| Gerald McConnell | Golf PGA Professional | (989) 255-3482 |



ALPENA COUNTY APPLICATION FOR EMPLOYMENT

To the Applicant: We appreciate your interest in Alpena County and assure you that we are interested in your qualifications. A clear understanding of your background and work history will aid us in seeking to place you in a position which, in our judgment, best meets your qualifications. You may complete this application now or return the completed application at a later time. You may show this application to any person of your choice.

As an Equal Opportunity Employer, we base employment decisions on job-related information and do not discriminate unlawfully because of race, color, religion, sex, age, national origin or ancestry, marital status, veteran status, height, weight, physical or mental disability unrelated to performance, or any other status protected by law.

PERSONAL

Name McNeill Alyssa Lynn Date of Application 4-22-2023
(Last Name) (First Name) (Middle Name)

Address 1014 Merchant Street Alpena MI 49707
(Street) (City) (State) (ZIP)

Email address: alysa.lynn.mcneill@yahoo.com

Telephone Number (with area code) _____ Cell Number (with area code) (989) 916-6572

Are you 18 years or older? Yes ☒ No ☐

Are you prevented from lawfully becoming employed in this country because of visa or immigration status? Yes ☒ No ☐
☐ (Proof of Citizenship or immigration status will be required upon employment.)

Have you been previously employed here? Yes ☐ No ☒ If yes, date(s) _____

Supervisor Name (s) _____

Have you filed an application before? Yes ☐ No ☒ If yes, date(s) _____

List any friends or relatives working here _____

EMPLOYMENT DESIRED:

Position(s) applied for Camp host Beaver Lake County Park

Kind of work sought: Full time ☐ Part time ☐ Other ☒ camp host

Do you have any special training, skills, qualifications or other experiences that relate to the position(s) applied for?

gardening experience

Salary desired _____

Date available to work _____

EMPLOYMENT EXPERIENCE (List current or most recent job first)

| | | | | | |
|-------------------------------|-----------------------------|--------------------|--------------------|---------|-----------------------|
| Employer | River's Edge Golf Club | | Date | | Work Performed |
| Address | 6373 Werth Rd | | From | To | various - Manager |
| City | Alpena | State MI Zip 49707 | 4/2012 | Current | |
| Phone Number (with area code) | (989) 354-4312 | | Hourly Rate/Salary | | \$825.00 a week |
| Job Title | Food and Beverage Manager | | Starting | Final | |
| Supervisor | Gerald McConnell | | \$625 | \$825 | |
| Reason for Leaving | Current | | | | |
| Employer | Joe's Bar | | Date | | Work Performed |
| Address | Ford Av | | From | To | Bartending / Cleaning |
| City | Alpena | State MI Zip 49707 | 11/2012 | 4/2023 | |
| Phone Number (with area code) | | | Hourly Rate/Salary | | |
| Job Title | Bartender | | Starting | Final | |
| Supervisor | Denise French | | | | |
| Reason for Leaving | Seasonal Fill in for Winter | | | | |
| Employer | JJ's Catering | | Date | | Work Performed |
| Address | Second Ave | | From | To | waitress |
| City | Alpena | State MI Zip 49707 | 10/2023 | Current | |
| Phone Number (with area code) | | | Hourly Rate/Salary | | |
| Job Title | Catering | | Starting | Final | |
| Supervisor | Jon Benson | | | | |
| Reason for Leaving | Fill in when Available | | | | |

List any other positions held on a separate sheet.

Please explain all periods of unemployment: I work multiple Seasonal positions (different seasons). I don't sit still well. ☺Have you ever been discharged or requested to resign from any position? Yes ☐ No ☒

If yes, explain: _____

Have you ever been disciplined or discharged for absenteeism or tardiness? Yes ☐ No ☒

If yes, explain: _____

| Education | Name/Location | Years Completed | Diploma/ Degree | Courses of Study |
|---------------------|------------------------------------|-----------------|---------------------|--------------------|
| Elementary | Besser Elementary | 7 | | general general |
| High School | Alpena High School ACES Academy | | High School diploma | |
| College | ACC | 2 | | general/math |
| Graduate | | | | |
| Vocational/Training | | | | |

REFERENCES (Do not include relatives or former employers)

| | Name | Address | Phone Number | Years Acquainted |
|---|----------------------|-----------------------------------|----------------|------------------|
| 1 | Tina Cole | 1013 Merchant St | (989) 964-1749 | 25 |
| 2 | Earl & Marcia Martin | Beaver Lake Park | (989) 379-4462 | 5 |
| 3 | Casey Ross | Karpus Hunter & Ross Funeral Home | (989) 355-4866 | 17 |

MILITARY SERVICE RECORD

Have you had any experience in the Armed Forces of the United States or in a State National Guard? Yes ☐ No ☒

If yes, what branch? _____ Rank at Discharge _____ Date of Discharge _____

Special/technical training _____

ADDITIONAL INFORMATION

Have you been convicted of a felony or a misdemeanor?* Yes ☐ No ☒

If yes, please explain: _____

*You will not be denied employment solely because of a conviction record, unless the offense is related to the job for which you have applied.

Do you have a valid driver's license? Yes ☒ No ☐ License No. M254 064564 010 State MI

List professional trade, business or civic activities and offices held excluding groups the name or character of which indicate race, color, religion, sex, national origin, disability, marital or veteran status, height, weight or age:

State any additional information that you feel may be helpful to us in considering your application.

PRE-EMPLOYMENT STATEMENT - READ CAREFULLY BEFORE SIGNING

I understand that submission of this application does not assure that I will be employed. I certify that the statements made by me in this application are true and complete. I understand that any false statement or misstatement on this application or in my interview(s) may cause rejection of the application, or dismissal if such false statement or misstatement is discovered subsequent to employment. I understand that before an offer of employment is extended I may have to pass a drug and alcohol test.

I understand that the information in this application will be used by Alpena County and my current and previous employers and others may be contacted to make an inquiry concerning my personal, employment, financial, educational, and medical history and other matters related to employment. I request my current and previous employers, educational institutions and medical providers to answer any inquiry and to provide any requested information contained in any employment, medical or educational records or files relating to me. I hereby release and agree to hold harmless Alpena County and my current and previous employers, educational institutions, and medical providers (and their agents and employees) from any and all claims arising in any way from their cooperation in any inquiry or investigation about me, and I waive my right to receive any notice concerning any disclosures made as a part of such inquiry or investigation. I also release and agree to hold harmless Alpena County and the medical/technical testing agencies (and their agents and employees) from any and all claims arising in any way from their administration or use of results of tests from physical examination of me, including any laboratory tests (including tests for drugs and alcohol), and I authorize the medical/testing agencies conducting the examination and/or tests to report the results thereof to the company, its agents and employees.

I understand that my employment shall be on such terms and conditions as Alpena County may determine and change from time to time and is based upon the requirement that employees become familiar with and abide by the rules, regulations, policies and procedures of Alpena County, as may be established and changed from time to time. Such employment is at will and, therefore, can be terminated by Alpena County at any time, with or without cause and with or without notice. I understand that no one except the Alpena County Board of Commissioners by an action of a quorum of the Board at a Board meeting has any authority to enter into any agreement for employment other than a terminable at will basis, and that no such agreement shall be effective or binding unless it is individually addressed to me in writing and acted on by the Board as provided above.

I acknowledge that I have read and understand the forgoing disclosures, waivers, releases and agreements.

SIGNED: Alyssa A. McNeil

DATE: 04-22-2023

Alpena County Parks and Recreation Commission
720 Chisholm Street Suite 7
Alpena, MI 49707

CAMPGROUND HOST VOLUNTEER APPLICATION

Complete the application in its entirety and return to the Alpena County Parks and Recreation Commission at the address above.

| | | | |
|--------------------------------------------------------------|-----------------------------------------|-----------------------------------------------|-------------------------------------|
| Applicant's Name (First, M.I., Last) Michael T Batchelder | | | |
| Address 1014 Merchant Street | | City AIPENA | State MI |
| | | Zip Code 49707 | |
| Retired ? ___ Yes <input checked="" type="checkbox"/> No | Occupation (Current or Past) Laborer | | Home Phone Number (989) 400-1788 |
| Cell Phone Number (989) 400-1788 | | Email Address mikebatchelder0514@gmail.com | |

I hereby apply for a position with the Alpena County Parks and Recreation Commission as a
Campground Host at :

Park being applied for: (mark correct box)

✓ Beaver Lake Park _____ Long Lake Park _____ Sunken Lake Park

Have you ever camped at any of the Alpena County Parks? _____ Which one(s) Beaver Lake Campground

Are you familiar with the Alpena County Park Rules? ☒ Yes ☐ No

Approximately how many years have you been a camper? 10

Are there dates that you are NOT available during the camping season (May 15th-Oct 15th)?
If Yes, please specify _____

What type of camping unit will you be using if you are selected as a Campground Host?
 Motor Home _____ Pickup Camper ☒ Trailer _____ Tent _____

| | | | | |
|-------------------------------------------------------------------------------------|--|-------------------------------|---------|-------------------------|
| Motor Home | | Pickup Camper | Trailer | Tent |
| Size 20 FT. | | Length 20 FT. | | |
| Do you have vehicle liability insurance? Yes No If Yes, complete next section below | | | | |
| Name of Insurance Company STATE FARM | | Policy Number 9926608A0122 | | Expiration Date 3-23 |

Fishing, Hunting

List your specific outdoor interest or hobbies: (botany, hiking, bird watching, etc.)

NONE

List any special needs which may limit your work conditions:

List all additional immediate family members who will reside fulltime at the campsite:

| Name (First, M.I., Last) | Relationship |
|--------------------------|-------------------|
| AIYSSA McNeill | Daniel Batchelder |
| Curtis Batchelder | Kiera Beland |
| Jackson McNeill | |

Please list two (2) personal references:

| Name | Occupation | Phone Number |
|-------------------|-----------------|---------------------|
| Thomas Batchelder | Retired | () 989-400-7003 |
| AIYSSA McNeill | Food & Beverage | () 989-916-6572 |



ALPEN COUNTY APPLICATION FOR EMPLOYMENT

To the Applicant: We appreciate your interest in Alpen County and assure you that we are interested in your qualifications. A clear understanding of your background and work history will aid us in seeking to place you in a position which, in our judgment, best meets your qualifications. You may complete this application now or return the completed application at a later time. You may show this application to any person of your choice.

As an Equal Opportunity Employer, we base employment decisions on job-related information and do not discriminate unlawfully because of race, color, religion, sex, age, national origin or ancestry, marital status, veteran status, height, weight, physical or mental disability unrelated to performance, or any other status protected by law.

PERSONAL

Name Batchelder Michael Thomas Date of Application 4-22-23
(Last Name) (First Name) (Middle Name)

Address 1014 Merchant Street ALPENA MI 49707
(Street) (City) (State) (ZIP)

Email address: mike Batchelder0514@gmail.com

Telephone Number (with area code) _____ Cell Number (with area code) 989-400-1788

Are you 18 years or older? Yes ☒ No ☐

Are you prevented from lawfully becoming employed in this country because of visa or immigration status? Yes ☒ No ☐
(Proof of Citizenship or immigration status will be required upon employment.)

Have you been previously employed here? Yes ☐ No ☒ If yes, date(s) _____

Supervisor Name (s) _____

Have you filed an application before? Yes ☐ No ☒ If yes, date(s) _____

List any friends or relatives working here _____

EMPLOYMENT DESIRED:

Position(s) applied for Camp host Beaver Lake

Kind of work sought: Full time ☐ Part time ☒ Other ☐ _____

Do you have any special training, skills, qualifications or other experiences that relate to the position(s) applied for?

Small Engine Repair, Construction, Vehicle Repair

Salary desired _____

Date available to work 4-25-23

EMPLOYMENT EXPERIENCE (List current or most recent job first)

| | | | |
|-----------------------------------------------------|--------------------|----------------|---------------------------|
| Employer <u>Ameri-Shred inc.</u> | Date | | Work Performed |
| Address <u>3490 US-23 N</u> | From | To | <u>Painting, Assembly</u> |
| City <u>AIPENA</u> State <u>MI</u> Zip <u>49707</u> | <u>2020</u> | <u>Current</u> | |
| Phone Number (with area code) <u>989-80-6348</u> | Hourly Rate/Salary | | |
| Job Title <u>Laborer</u> | Starting | Final | |
| Supervisor <u>Ben Jamrog</u> | <u>\$16.00</u> | <u>\$22.00</u> | |
| Reason for Leaving | | | |
| | | | |
| Employer <u>Pete's Autobody</u> | Date | | Work Performed |
| Address <u>121 Piskard Street</u> | From | To | |
| City <u>AIPENA</u> State <u>MI</u> Zip <u>48858</u> | <u>2008</u> | <u>2012</u> | |
| Phone Number (with area code) <u>989-</u> | Hourly Rate/Salary | | |
| Job Title <u>Laborer</u> | Starting | Final | |
| Supervisor <u>Pete Rogers</u> | <u>\$12.00</u> | <u>\$16.00</u> | |
| Reason for Leaving <u>moved</u> | | | |
| | | | |
| Employer <u>Northern Tool</u> | Date | | Work Performed |
| Address <u>328 W. Campbell</u> | From | To | |
| City <u>AIPENA</u> State <u>MI</u> Zip <u>49707</u> | <u>2012</u> | <u>2020</u> | |
| Phone Number (with area code) <u>989-356-9429</u> | Hourly Rate/Salary | | |
| Job Title <u>Manager</u> | Starting | Final | |
| Supervisor <u>Linda Fitchman</u> | <u>\$10.00</u> | <u>\$15.00</u> | |
| Reason for Leaving <u>closed store</u> | | | |

List any other positions held on a separate sheet.

Please explain all periods of unemployment: NONEHave you ever been discharged or requested to resign from any position? Yes ☐ No ☒

If yes, explain: _____

Have you ever been disciplined or discharged for absenteeism or tardiness? Yes ☐ No ☒

If yes, explain: _____

| Education | Name/Location | Years Completed | Diploma/ Degree | Courses of Study |
|---------------------|------------------------------|-----------------|-----------------|------------------|
| Elementary | | | | |
| MARY McGivire | MARY McGivire / Mt. Pleasant | 6 | Yes | General |
| High School | | | | |
| Mt. Pleasant | MP High School | 4 | Yes | General |
| College | | | | |
| | | | | |
| Graduate | | | | |
| | | | | |
| Vocational/Training | | | | |

REFERENCES (Do not include relatives or former employers)

| | Name | Address | Phone Number | Years Acquainted |
|---|----------------|--------------------------------------|--------------|------------------|
| 1 | AIYSSA McNeill | 1814 Merchant St. AIPENA MI 49707 | 989-916-6572 | 5 |
| 2 | Linda McNeill | 121 River Street AIPENA, MI 49707 | 989-6575439 | 5 |
| 3 | Tim Batchelder | 6540 M-32W AIPENA, MI 49707 | 989-5906321 | 35 |

MILITARY SERVICE RECORD

Have you had any experience in the Armed Forces of the United States or in a State National Guard? Yes ☐ No ☒

If yes, what branch? _____ Rank at Discharge _____ Date of Discharge _____

Special/technical training _____

ADDITIONAL INFORMATION

Have you been convicted of a felony or a misdemeanor?* Yes ☒ No ☐

If yes, please explain: OWI 2008

*You will not be denied employment solely because of a conviction record, unless the offense is related to the job for which you have applied.

Do you have a valid driver's license? Yes ☒ No ☐ License No. B324-003 792 3610 State MI

List professional trade, business or civic activities and offices held excluding groups the name or character of which indicate race, color, religion, sex, national origin, disability, marital or veteran status, height, weight or age:

State any additional information that you feel may be helpful to us in considering your application.

PRE-EMPLOYMENT STATEMENT - READ CAREFULLY BEFORE SIGNING

I understand that submission of this application does not assure that I will be employed. I certify that the statements made by me in this application are true and complete. I understand that any false statement or misstatement on this application or in my interview(s) may cause rejection of the application, or dismissal if such false statement or misstatement is discovered subsequent to employment. I understand that before an offer of employment is extended I may have to pass a drug and alcohol test.

I understand that the information in this application will be used by Alpena County and my current and previous employers and others may be contacted to make an inquiry concerning my personal, employment, financial, educational, and medical history and other matters related to employment. I request my current and previous employers, educational institutions and medical providers to answer any inquiry and to provide any requested information contained in any employment, medical or educational records or files relating to me. I hereby release and agree to hold harmless Alpena County and my current and previous employers, educational institutions, and medical providers (and their agents and employees) from any and all claims arising in any way from their cooperation in any inquiry or investigation about me, and I waive my right to receive any notice concerning any disclosures made as a part of such inquiry or investigation. I also release and agree to hold harmless Alpena County and the medical/technical testing agencies (and their agents and employees) from any and all claims arising in any way from their administration or use of results of tests from physical examination of me, including any laboratory tests (including tests for drugs and alcohol), and I authorize the medical/testing agencies conducting the examination and/or tests to report the results thereof to the company, its agents and employees.

I understand that my employment shall be on such terms and conditions as Alpena County may determine and change from time to time and is based upon the requirement that employees become familiar with and abide by the rules, regulations, policies and procedures of Alpena County, as may be established and changed from time to time. Such employment is at will and, therefore, can be terminated by Alpena County at any time, with or without cause and with or without notice. I understand that no one except the Alpena County Board of Commissioners by an action of a quorum of the Board at a Board meeting has any authority to enter into any agreement for employment other than a terminable at will basis, and that no such agreement shall be effective or binding unless it is individually addressed to me in writing and acted on by the Board as provided above.

I acknowledge that I have read and understand the forgoing disclosures, waivers, releases and agreements.

SIGNED: _____

DATE: _____

4-27-23