



Manistee County Board of Commissioners

Manistee County Courthouse • 415 Third Street • Manistee, Michigan 49660

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VICE-CHAIRPERSON
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Carl Rutske
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Marilyn Kliber
(231) 723-3331

CONTROLLER/ADMINISTRATOR

Thomas Kaminski
(231) 398-3500

WAYS & MEANS COMMITTEE REPORT

Tuesday, April 19, 2011
9:00 A.M.

Courthouse and Government Center
Board of Commissioner's Room

Members Present: Ervin Kowalski, Chairperson; Glenn Lottie; and Jim Krolczyk

Others Present: Thomas Kaminski, County Controller/Administrator; Russell Pomeroy, County Treasurer; Bruce Schimke, Maintenance Supervisor; Blaine Vadeboncoeur, Top Line Electric; Jim & Dave Johnson, Structural Specialities of Manistee; Hon. Thomas Brunner, Probate Court Judge; Kris Randall, 19th Judicial Circuit Court Administrator; Sue Wagner, County Planner; Pat Bentley, Abonmarche Group; Patrick Cudney, District Coordinator for Michigan State University Extension; Roger Elbers, Equalization Director; Jeri Lyn Prielipp, Finance Assistant; and Ken Grabowski, Manistee News Advocate

The meeting was called to order at 9:00 A.M.

ITEMS REQUIRING BOARD ACTION

At last month's meeting, Mr. Schimke had explained that the entire courthouse interior doorlock system has become obsolete and he can no longer find key fobs or parts for the doors/locks. In the event of another power failure or power spike, the locking system in different areas of the building may become non functional. Last month, the Committee was presented with an estimated cost of \$148,000 to replace the entire courthouse locking system, but in an attempt to decrease costs, Mr. Schimke had proposed replacing just the locks in the main building of the courthouse and using the parts and hardware from the removed locks on any locks that may develop problems in the east and west annex. This would also free up key fobs for reprogramming. Based on last month's discussions, the Committee was presented with a proposal from Structural Specialties to upgrade the existing Schlage E-Primus lock system in the main Courthouse building, which would include the north and south doors in the main lobby and the old north main entrance door, at an estimated budget cost of \$75,000 (APPENDIX A). Mr. Kaminski reported that there is approximately \$266,000 in non-committed funds in the Capital Improvement Fund that could be used for this project. During these discussions, Mr. Krolczyk voiced opposition to spending such a large sum of money with no guarantees that the new system could potentially become obsolete. After lengthy discussion:

Mr. Kowalski recommended contracting with Structural Specialties, Inc., to upgrade the existing Schlage E-Primus lock system in the main Courthouse building, which would include the north and south doors at the main lobby and the old north main entrance door, at a cost not to exceed \$75,000.00, to be paid from the Capital Improvement Fund. No alternative recommendation was proposed.

Mr. Krolczyk was not in agreement with this recommendation.

Mr. Schimke indicated that he is puzzled over the number of electrical issues experienced throughout the Courthouse building over the past few years. In an attempt to pinpoint the problems, he had Top Line Electric perform maintenance checks and everything seemed to be fine. He also had Consumers Power install a device to monitor the electrical system for one week to see if there was a problem with the building itself or if it was a Consumers Power issue? Mr. Vadeboncoeur explained that he performed an electrical survey of the entire building and then performed a ground system survey and determined that the building is grounded per code minimum. There is a new 3-phase system and an old single phase system, which is making the 3-phase system imbalanced and he explained the technicalities of this imbalance. Mr. Vadeboncoeur recommended removing the single phase service and make it into a 3-phase service to balance everything out, which should help alleviate any brown outs or imbalance, overheating, etc. Mr. Vadeboncoeur explained the scope of work involved and the anticipated work schedule for the project, which he estimated will cost \$20,000.00; although he suggested taking it one step further with phase protection or backup. Mr. Lottie was in favor of looking into phase protection. Mr. Schimke was not able to provide a final estimated cost, as he is waiting on a quote from Consumers Power. It was the consensus that the electrical issues take precedence over the locking system.

Mr. Krolczyk recommended contracting with Top Line Electric to perform the electrical work necessary to balance out the Courthouse building's electrical system at an estimated cost of \$20,000.00, pending a cost estimate from Consumer's Energy for their involvement, and requesting that Top Line Electrical provide an estimate for the most cost effective way to provide phase protection or backup. No alternative recommendation was proposed.

Ms. Randall explained that over the past 5 months the Courts have experienced a unique situation, in that one of the stenographers/court reporters took a leave of absence. The stenographer/court reporter on leave was the reporter in the Probate Court on Mondays, and it became necessary for Ms. Randall to hire a replacement stenographer/court reporter to perform the reporting duties in the Probate Court on Mondays and for emergencies. This resulted in the Circuit Court incurring some court reporting costs that they did not project in their budget. Ms. Randall calculated the amounts that were actually paid for a replacement stenographer/court reporter during that 5-month period and billed the Probate Court for their portion of those costs (which Probate Court had not budgeted for) in the amount of \$1,890.00. Judge Brunner explained that the costs for court reporting/recording services are carried in the Circuit Court budget, as the court reporter/recorder assigned to the Probate Court shares time. It was suggested that the Circuit Court's budget be increased by \$1,890.00 to cover Probate Court's share of the additional court recording costs incurred by the Circuit Court.

Ms. Randall explained that the Circuit Court has hired a new full-time stenographer/court reporter, so there are now two full-time reporters in the Manistee and Benzie Circuit Courts and to do reporting in the Probate Court on Mondays and in emergencies. However, the reporter who covered for the reporter on leave will be utilizing some of her earned vacation time, so it will be necessary to hire a reporter to cover in her absence. Therefore, Mr. Randall requested an additional \$1,000.00 in the Circuit Court budget to hire a substitute reporter, as needed.

Ms. Randall also explained that due to Judge's Brunner's limited availability as a result of him being appointed to act as the District Court Judge in both Manistee and Benzie Counties, she doesn't have the flexibility with recorders that she once had and she suggested that perhaps the Probate Court budget be amended to allow for flexibility to hire a court reporter as needed. Following these discussions,

Mr. Kowalski recommended transferring \$1,890.00 from the Probate Court Contingency Surplus Fund line item to the Circuit Court General Fund "Recording Services" line item to cover the Probate Court's share of past recording services incurred by the Circuit Court; and recommend transferring \$2,000.00 from the Probate Court Contingency Surplus Fund line item to the Probate Court General Fund "Recording Services" line item to cover future Probate Court recording expenses; and recommend transferring \$1,000.00 from the Circuit Court Contingency Surplus Fund line item to the Circuit Court General Fund "Recording Services" line item to cover future Circuit Court recording expenses; and authorize the County Controller to make the proper budget amendments. No alternative recommendation was proposed.

Ms. Wagner requested approval of the 2011 Peer Review Surveyor Professional Service Agreements with Anthony Slawinski, Ken Ross and Sam Barnett, who sit on the Peer Group and review the corners and the work performed by the Surveyors in the field. The Peer Group meets 3-5 times per year and each member receives a per diem of \$200.00 per meeting. Ms. Wagner also requested approval of the 2011 Monumentation Surveyor Professional Service Agreements for Abonmarche, Inc., Nordlund Associates, Inc., and Bob Mitchell and Associates, who were selected using the quality based selection process. Mr. Kaminski explained that these expenses are grant funded and are included in the Remonumentation Fund budget.

Mr. Kowalski recommended approving the 2011 Peer Review Professional Services Agreements with Sam Barnett, Anthony Slawinski, and Ken Ross, at a cost of \$200.00 per meeting, and approving the 2011 Monumentation Surveyor Professional Service Agreements with Nordlund Associates, Inc., in the amount of \$7,550.00, Abonmarche, Inc., in the amount of \$8,300.00, and Bob Mitchell & Associates, in the amount of \$8,100.00,, and that the County Board Chairperson be authorized to sign the agreements. No alternative recommendation was proposed.

Mr. Cudney presented a proposed Memorandum of Understanding between Manistee County and Michigan State University for the delivery of extension services to Manistee County under MSU Extension's redesigned structure. This presentation is a continuation of discussion which took place at last month's Ways & Means Committee meeting. Attached under APPENDIX B is a copy of background material on the proposed new structure, a 2011/12 budget comparison under the new Memorandum of Understanding, and a copy of the proposed agreement. It was explained that this is a 5-year agreement with an annual assessment fee of \$38,420.00, which is negotiated annually. Mr. Cudney explained that the assessment fee is based on population and he proceeded to touch on the high points of the agreement. He explained that the agreement is for all of the resources of MSU Extension, not just for 4-H. Mr. Kaminski pointed out that the anticipated budget request for 2012 is a \$13,090 increase over the 2010-11 appropriated budget. Mr. Cudney explained that the commitment of MSUE is to remain cost effective to their partners and the anticipated budget request is to maintain the current level of support and they will work with

whatever they are appropriated. During these discussions, Mr. Krolczyk voiced opposition to spending more money for less services and he felt that the Commissioners were not given an opportunity to negotiate with MSUE and are now being pressured into entering into an agreement.

Mr. Lottie recommended approving the 5-year Agreement for Extension Services Provided by Michigan State University, between Michigan State University Extension and Manistee County, which includes an assessment fee of \$38,420.00 for 2012. No alternative recommendation was proposed.
(APPENDIX B)

Mr. Krolczyk was not in agreement with this recommendation.

Mr. Elbers presented form L-4037 State Tax Commission Assessment Role Certification for each local unit of government (APPENDIX C), and explained that the state has come up with a new form whereby the Equalization Department reviews the assessment rolls of all the townships and the cities and determine if they are at 50%. If they are not at 50%, value is added or removed from the roll to reach 50%. He reported that everyone was at 50% so no value was added or removed to anyone's unit.

Mr. Kowalski recommended to accept form L-4037 State Tax Commission Assessment Role Certification for each local unit of government, and authorize the County Clerk and the County Board Chairperson to sign the same. No alternative recommendation was proposed. (APPENDIX C)

Mr. Elbers presented the Committee with the 2011 County Equalization Report. Following his detailed presentation:

Mr. Kowalski recommended that the County Board of Commissioners adopt the following Resolution to Adopt the 2011 County Equalization Report as Submitted with the Accompanying Statements:

**MANISTEE COUNTY BOARD OF COMMISSIONERS
RESOLUTION TO ADOPT
THE 2011 COUNTY EQUALIZATION REPORT
AS SUBMITTED WITH THE ACCOMPANYING STATEMENTS**

WHEREAS, the Equalization Department has examined the assessment rolls of the 14 townships and one city within Manistee County to ascertain whether the real and personal property in the respective townships and cities has been equally and uniformly assessed at true cash value; and

WHEREAS, based on its studies, the Equalization Department has presented to the Equalization Sub-Committee the 2011 Equalization data that equalizes the townships' and cities' valuations, by adding to or deducting from the valuations of the said taxable property in the 14 townships and one city, an amount which represents the true cash value; and

WHEREAS, the attached report is the result of the forgoing process.

THEREFORE, BE IT RESOLVED, by the Board of Commissioners of the County of Manistee, that the accompanying statements be, and the same hereby are, approved and adopted by the Board of Commissioners of the County of Manistee as the equalized value of all taxable property, both real and personal, for each of the 14 townships and one city in said County for real property values equalized at \$1,348,157,290 and personal property values equalized at \$113,551,619 for a total equalized value of real and personal property at \$1,461,708,909, pursuant to Section 211.34 M.C.L., 1948, as amended.

No alternative recommendation was proposed.

Mr. Kaminski announced that the Friend of the Court has made a request for a budget amendment to the Manistee County Family Counseling Fund #264, which increases expenditures and revenues by \$3,000. (APPENDIX D). This money is already in the fund and is simply an upgrade in the budget. Mr. Pomeroy explained the purpose of this request.

Mr. Kowalski recommended authorizing the County Controller/Administrator to make a budget amendment to increase the expenditures and revenues in the Manistee County Family Counseling Fund #264 by \$3,000.00. No alternative recommendation was proposed.

The Committee considered approving the payment of unused accumulated vacation and personal hours to William Joseph, former employee of the 19th Judicial Circuit/Family Division, who retired from employment with the court effective April 1, 2011 (APPENDIX E). Mr. Kaminski explained that Benzie County will be responsible for 40% of Mr. Joseph's leave time. The Committee also considered approving the payment of unused accumulated vacation hours to James Taylor, former employee of the Sheriff's Office/Jail effective April 11, 2011 (APPENDIX F).

Mr. Kowalski recommended approving the payment of unused accumulated vacation and personal hours to William Joseph in the amount of \$6,014.61, and approved the payment of unused accumulated vacation hours to James Taylor in the amount of \$102.24, said leave time to be paid from the Separation Fund. No alternative recommendation was proposed. (APPENDIX E & F)

Jeri Lyn Prielipp, Finance Assistant, presented the Committee with Claiming Summaries for March 8, 2011 through April 19, 2011, and a summary of the On-Demand checks for their review and approval. Totals are as follows:

| | |
|-----------------------------------|--------------|
| 101 General Fund | \$852,966.41 |
| 201 County Road Fund | 0.00 |
| 215 Friend of the Court Fund | 0.00 |
| 216 Department Contingency Fund | 0.00 |
| 218 Elections Fund | 791.94 |
| 225 Recycling Fund | 2,963.20 |
| 230 County Employee Training Fund | 174.27 |

| | |
|---|------------|
| 234 Judicial Technology Fund | 0.00 |
| 235 District Court Services Fund | 814.36 |
| 236 Maintenance of Effort Fund | 30,152.22 |
| 241 JAWS of Life Fund | 45.46 |
| 242 Bear Lake Improvement Fund | 3,250.00 |
| 243 Brownfield Redevelopment Authority Fund | 0.00 |
| 244 Brownfield Redevelopment-Joslin Cove | 0.00 |
| 245 Public Improvement Fund | 0.00 |
| 246 Township Improvement Revolving Fund | 0.00 |
| 251 Capital Improvement Fund | 7,603.79 |
| 252 Tax Refund Fund | 0.00 |
| 253 Remonumentation Fund | 1,011.47 |
| 254 Medical Care Depreciation Fund | 0.00 |
| 255 Brownfield Site Assessment Fund | 18,096.60 |
| 256 Register of Deeds Automation Fund | 11,554.49 |
| 257 Budget Stabilization Fund | 0.00 |
| 258 Mounted Search and Rescue | 0.00 |
| 259 Legal Defense Fund | 0.00 |
| 260 Health Insurance Fund | 152,672.06 |
| 261 9-1-1 Service Fund | 0.00 |
| 262 Dive Equipment Fund | 88.51 |
| 263 Sheriff's Office Forfeited Assets Fund | 0.00 |
| 264 Family Counseling Services Fund | 1,500.00 |
| 265 Juvenile Drug Court Fund | 0.00 |
| 266 Law Enforcement Training Fund | 3,988.50 |
| 267 Friends of Animal Control Fund | 0.00 |
| 268 Homeland Security Grant Fund | 0.00 |
| 269 Law Library Fund | 2,001.39 |
| 271 County Library Fund | 0.00 |
| 272 County Library Trust Fund | 0.00 |
| 273 Computer Technology Fund | 14,868.50 |
| 274 Drug Testing - District Court Fund | 150.16 |
| 275 Dial-A-Ride Fund | 0.00 |
| 276 Forestry Fund | 2,700.00 |
| 277 Air Photo Fund | 0.00 |
| 278 LEPC Grant Fund | 0.00 |
| 279 Economic Development - Housing Fund | 15,744.50 |
| 280 MSHDA Grant Fund | 0.00 |
| 281 Law Enforcement Technology Fund | 0.00 |
| 282 EDO CDBG Grant Fund | 0.00 |
| 283 F.I.A. Benzie County | 0.00 |
| 284 Community Corrections Fund | 2,273.09 |
| 285 Drunk Driving Case Flow Fund | 0.00 |
| 286 Juvenile Intervention Fund | 1,473.30 |
| 287 JABGN Grant Fund | 0.00 |
| 288 Sheriff Dog Census Fund | 0.00 |
| 290 Department of Human Services Fund | 0.00 |
| 292 Child Care Fund | 7,915.20 |

| | |
|--|-------------------------|
| 293 Soldiers & Sailors Relief Fund | 0.00 |
| 294 Veterans Trust Fund | 649.98 |
| 295 Airport Authority Fund | 51,454.62 |
| 296 Juvenile Justice Fund | 0.00 |
| 297 Compensated Services Fund | 73,615.24 |
| 298 County Employee Separation Fund | 0.00 |
| 299 Unemployment Fund | 0.00 |
| 356 Fair Board Debt Fund | 0.00 |
| 360 9-1-1 Expansion Construction Fund | 0.00 |
| 361 Jail Expansion Construction Fund | 109,467.57 |
| 362 Jail Building Bond | 0.00 |
| 368 Library Loan Fund | 0.00 |
| 369 Building Authority Debt Fund | 136,551.25 |
| 370 County Road Building Debt Fund | 0.00 |
| 461 Building Authority Construction Fund | 0.00 |
| 462 County Road Construction Fund | 0.00 |
| 512 Medical Care Facility Fund | 0.00 |
| 603 Vehicle Fund | 4,649.39 |
| 606 Tax Revolving Fund | 0.00 |
| 620 Tax Revolving - State Sales | 412.95 |
| 701 Trust and Agency | <u>0.00</u> |
| Total: | \$1,511,600.42 ===== |

On Demand checks total: 491,494.11
 =====

Mr. Kowalski recommended that the on demand checks and bills issued, be accepted in the amount of \$1,511,600.42 and that the same be placed on file. No alternative recommendation was proposed.

ITEMS NOT REQUIRING BOARD ACTION

Mr. Kaminski reminded the Committee that each year they approve the Secure Rural Schools monies from the federal government, a portion of which goes to schools and townships that have federal forest lands in their townships, a certain portion of which is set aside for Title III projects. Elaine Bush advised Mr. Kaminski that the Firewise Program has utilized all the grant funding and MSU Extension is requesting to use some of the Title III funding to keep the program active. Mr. Kaminski suggested waiting until he receives more information from the State and a proposal from Elaine Bush before taking any action.

The meeting adjourned at 12:02 P.M.

Ervin Kowalski, Chairperson

Jim Krolczyk, Commissioner

Glenn Lottie, Commissioner

JP c:\office\Ways & Means\W&M 4-19-2011

DRAFT



249 RIVER STREET • MANISTEE, MI 49660
PHONE 231-723-2982 • FAX 231-723-3278

(APPENDIX A-1)

RECEIVED
APR 12 2011

Proposal 11121

Mr. Tom Kaminski
Manistee County Administrator
415 Third Street
Manistee, MI 49660

April 11, 2011

RE: Maintain Upgrade existing Schlage e-primus to Schlage Locknetics AD system.

Dear Mr. Kaminski,

In light of the current repair needs and the lack of availability of outdated replacement parts, we offer this proposal to make upgrades of the existing Schlage e-primus locks on the Main Courthouse building. This would include the north and south doors at the main lobby and the old north main entrance near the stairs.

We propose to do said work in a two phase process:

PHASE 1 Work to be done on a time and material basis to determine & document needs.

1. A. Develop written documentation for each lock opening which needs to be replaced. Information documented to include identifying the lock (mortise lock, cylinder lock, panic device, Chexit alarm exit device, etc.), the handing of the door, the back-set of the lock, the finish of the lock, the handle style, the type of door (hollow metal, aluminum, wood), the power supply to be used (self contained battery, or direct wired transformer),
- B. Develop a hardware schedule listing of every lock to be changed. Schedule would be itemized by door number (or door name or location) type of existing lock, type of new lock to be furnished.
- C. Review prepared hardware schedule going over features with courthouse authorized representative(s), to assure new locks meet the security and access needs of the County.
2. Document required software purchase and requirements.
 - A. Coordinate training of Courthouse supervisor to be responsible for maintaining the system.



(A-2)

PHASE 2 - Pricing structure for Phase 2 to be determined after completion of Phase 1 documentation work.

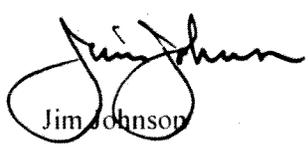
- 1. A. Purchase locks and software.
- B. Remove old locks and retain/return to Courthouse maintenance department for future repair and re-use on East and West Annex.
- C. Install new locks

We figure that \$75,000 should be budgeted for the above work. This would be broken down to approximately \$8,000 for Phase 1 and \$67,000 for Phase 2.

All the old locks which are removed would be salvaged and turned over to the Building Maintenance supervisor for use on the East and West Annex for maintenance repairs. The existing fobs which are currently used for entrance to the main courthouse could be collected from employees and then re-used for the East and West Annex. No work would be done to the East or West Annex at this time, except for the main entrances noted.

If we can be of service, we would be pleased to work with Manistee County on this upgrade.

Sincerely yours,



Jim Johnson

STRUCTURAL SPECIALTIES, INC.

249 River St.

Manistee, MI 49660

ph 231 723-2982

fax 231 723-3278

(A-3)

May 11, 2010

Mr. Bruce Schimke
Manistee County
415 Third St.
Manistee, MI 49660



Phone 231 398-3552

Fax 231 723-1795

RE: E.Primus upgrade to New Hardware

Dear Bruce:

After having met with you and the county Safety Committee and touring what I could of the Main Building, we offer the following for your consideration in dealing with the door hardware issue.

Schlage Lock Company has a line of electronic locks which they call their AD Series. The AD Series locks have a modular design which allows the lock to be customized to fit the needs of an application now, and can change to meet future needs without removing it from the door. The AD-200 provides up to 1000 users, 5000 audits, 32 holidays, and the First Person In feature. It can be used with a keypad, Magnetic Stripe Card, Proximity Card, Smart Card, or combination thereof. The AD-200 is the base level of the AD locks, but has built into it the components to make a future upgrade to go to a wired or wireless system (or some combination of the two).

Budget cost for said work:

\$1,500/cylinder lock with proximity reader.

\$1,700/mortise lock with proximity reader.

\$3,000/power supply (for doors with an exit device or electric strike) w/ proximity reader. This includes a controller/power supply, wiring, and one proximity reader.

\$3,500 for software, cabling, input module, and enrollment reader (this is what will be required to get started).

\$4,500 for specifications (there is a substantial amount of prep work required to specify what is required for each lock/door).

Based on the above information and the number of locks I believe there are, the expected cost to upgrade the county building is:

\$8,000. for specifications and software/setup

\$63,000. for the Main Building

\$39,000. for the West Annex

\$38,000. for the East Annex

\$148,000. Total

This estimate is using proximity readers. There would be a savings of about \$15,000 (for the whole building) to use a keypad in lieu of the prox reader, and an increase in cost of about \$15,000 for the multi-technology and keypad (see brochure).

The county could upgrade the third floor and the main entrance. This would provide a number of all the parts that might be needed to keep the rest of the building going. I believe the most critical issue for the county though is the key fobs. I believe that this is going to be the determining factor in how quick you have to switch over. There will be two ramifications for upgrading in stages: the county will have to operate two different software programs to maintain the building security, and some people would need more than one means to access their areas. I realize there is a desire to get firm pricing, however, it is necessary that the specifications be generated before firm pricing can be established that will be competitive in nature.

Sincerely yours,

David W. Johnson

Enclosure

MOVING MICHIGAN FORWARD

MSU Extension's contributions to a strong, vibrant future for our state

MSU Extension, the nation's inaugural Extension system, was built on a foundation of extending the university's knowledge to address real-world issues and opportunities facing Michigan residents. It continues in that vein today, connecting communities, families, young people, natural resource managers, farmers and other business leaders with MSU's cutting-edge knowledge resources to help strengthen the state's economic future.

A new structure is facilitating seamless response and action on important issues facing the state. Campus-based specialists and field-based educators, instructors and program assistants are mobilized under four programming themes via issue-based workgroups and endeavor to anticipate and address Michigan's most pressing opportunities and needs and to adapt as those needs and opportunities evolve. Educational programs are centered around four central foci and are being delivered through audience-appropriate means that capitalize on new and emerging technologies and translate research findings from MSU faculty members.

MSU Extension staff members are working in teams to address challenges in these four broad topic areas:

Agriculture and Agribusiness—

Supporting Michigan's second-largest industry is key to a brighter future. Activities in this arena will emphasize increasing agricultural producer success, supporting food safety, reaching new markets and advancing agriculture through applied research.

Greening Michigan—

Moving toward a sustainable future for our state will require leveraging existing networks of community and economic development leaders, entrepreneurs and visionaries. They'll engage new partnerships to focus on initiatives around responsibly managing Michigan's rich natural and human resources.

Health and Nutrition—

Increasing Michigan's productivity and reducing healthcare costs and will give Michigan residents the tools they need to embrace healthy living. A healthy population is also a sound financial investment for the future.

Children and Youth—

Ensuring a productive workforce means preparing today's young people to be tomorrow's leaders, entrepreneurs, educators, mentors and skilled employees. Youth programs are empowering youngsters to expand their horizons and lay the foundation for lifetime success.

For More Information

Thomas G. Coon, director,
MSUE
Phone: 517-355-2308
Email: msuedir@msu.edu
Web: www.msue.msu.edu

MSU Extension's Redesign

Why we've redesigned MSU Extension & Improvements you'll see:

- a. To capture key economic opportunities for Michigan
- b. Innovate and grow commercial agriculture and agribusiness
- c. Build on opportunities in the new "Green" economy
- d. Help control health care costs
- e. Prepare tomorrow's work force
- f. Focus and specialize programs, staff
- g. Connect with broader range of MSU's expertise
- h. Increase responsiveness – agile, current
- i. Enhance accountability, evaluation
- j. Maintain/improve program presence in communities across the state

2009: President Simon charges MSUE with creating the Extension service Michigan needs for the 21st Century:

- ❖ Still tied to economic development, jobs, health
- ❖ Still committed to translating research findings into practice
- ❖ How do we organize and deliver in the 21st Century?

MSUE's Program Institutes

- ❖ **Greening Michigan Institute:** *Leveraging Michigan's unique suite of natural and human assets for prosperity*
 - Community Food Systems
 - Financial, Housing and Energy Resources
 - Community Prosperity
 - Natural Resources Appreciation and Stewardship
- ❖ **Agriculture & Agribusiness:** *Still an economic powerhouse that is growing jobs and wealth*
 - Bioproducts and Bioenergy
 - Agricultural Business Management
 - Environmental Quality
 - Food Production Systems
 - Ornamentals, Landscape and Turf
- ❖ **Health and Nutrition:** *Helping people to manage and improve their health*
 - Chronic Disease Prevention & Management
 - Nutrition and Physical Activity
 - Social-Emotional Health
 - Food Safety
- ❖ **Children & Youth:** *Equipping Michigan's workforce for the future*
 - Academic Success
 - Community Capacity Building
 - Leadership and Civic Engagement
 - Career Exploration and Workforce Preparation

Redesign Operational Changes

1. Reduced administrative costs
 - a. Elimination of county directors and regional offices. Creation of districts.
 - b. Administrative cost reductions on campus
 - c. Streamlined financial, HR, and IT systems
2. A minimum of one educator "housed" in each county. 4H coordinator in each county.
3. All educators have larger coverage areas
4. All programs are available statewide
5. Standardized Memorandum of Agreement and assessment fee based on population in each county effective with FY 2012.
 - a) County provides support staff, facility and utilities
 - b) MSU provides 4H coordinator (based on population) and educators.

(B-3)

| <u>GL NUMBER</u> | <u>DESCRIPTION</u> | <u>10-11 BUDGET</u> | <u>*2012 ANTICIPATED BUDGET REQUEST</u> |
|--------------------|------------------------|---------------------|---|
| 101-261-703.003 | Wages - Clerical | 30,595 | 30,595 |
| 101-261-709 | CYF Program Assistan | 19,280 | 0 |
| 101-261-710 | Wages-Overtime | 0 | 0 |
| 101-261-716 | FICA | 2,341 | 2,341 |
| 101-261-716.002 | Health & Dental | 5,100 | 5,100 |
| 101-261-716.004 | Life Ins. | 36 | 36 |
| 101-261-716.005 | STD Ins. | 404 | 404 |
| 101-261-716.006 | HRA Contributions | 900 | 900 |
| 101-261-716.008 | Workers Comp. | 89 | 89 |
| 101-261-716.010 | Unemployment Ins. | 38 | 38 |
| 101-261-716.012 | Retirement | 4,363 | 4,363 |
| 101-261-716.014 | Sick & Vaca Payout | 353 | 353 |
| 101-261-716.015 | Unused PD Payout | 353 | 353 |
| MSU MoA Assessment | | | <u>38,420</u> |
| SUBTOTAL | | 63,852 | 82,992 |
| 101-261-727 | Office Supplies | 2,000 | 200 |
| 101-261-728 | Postage | 0 | 0 |
| 101-261-730 | Equipment | 500 | 0 |
| 101-261-812 | Dues & Fees | 350 | 0 |
| 101-261-850 | Telephone & Internet | 2,800 | 2,800 |
| 101-261-860 | Travel | 3,400 | 0 |
| 101-261-931 | Equipment/Repairs | 250 | 250 |
| 101-261-940 | Rent | 15,318 | 15,318 |
| 101-261-999.003 | Transfer Out - Conting | 0 | 0 |
| SUBTOTAL | | 24,618 | 18,568 |
| Dept. Total | | 88,470 | 101,560 *Using 2010-11 Figures |

13,090 difference from 2010-11 appropriated budget

(B-4)

**Agreement for Extension Services provided by
Michigan State University**

Michigan State University Extension ("MSUE"), in collaboration with Manistee County ("County") are committed to helping people improve their lives through initiatives in four Extension Educational Program Institutes:

- Enhancing Michigan's First Green Industry: Agriculture & Agribusiness
- Preparing Michigan's Children & Youth for the Future
- Greening Michigan: Leveraging Natural and Human Assets for Prosperity
- Improving the Health & Nutrition of Michigan's residents

MSUE and the County have a long history of working cooperatively to deliver Extension services. We agree to each contribute resources to continue the delivery of Extension services in the County.

I. **Basic Contributions.** Generally, each of us agrees to contribute the following:

A. MSUE will provide:

1. Access to programs in all four MSUE Institutes by residents in your County. This includes access to educators appointed to the Institutes and MSU faculty affiliated with each Institute to deliver core programs.
2. Extension educators' salaries and benefits. At least one extension educator will be assigned to your County. The County may contract for additional extension educators at additional cost.
3. A 4-H program coordinator will be assigned for at least .5 FTE to the County, with up to 3.0 FTE assigned based on the youth population of the County. The County may contract for additional FTE employees at additional cost.
4. Administrative oversight of operating expenses for educators, 4-H coordinators, and other MSUE program staff and faculty ("Personnel") who provide programming to counties. Operating expenses include, for example, travel reimbursement, professional development and communications costs.
5. Supervision of the Personnel providing services to the residents of the county.
6. Supervision of County clerical staff assigned to the County Extension office, if desired.
7. Reporting at least once per year on the scope of services provided, the audiences served, and the impacts of programs delivered by MSUE in the County.

B. The County will provide:

1. Office space for a County Extension office. The office will include space for at least one extension educator, one 4-H program coordinator and one clerical staff person, access to space for delivering Extension programs, and utilities, including telephone. The office must have access to high-speed internet sufficient to meet the needs of MSUE Personnel. Minimum standards for internet access can be found in Appendix A. The office and meeting space must be at least comparable to the average office space used by County employees. Access to the office building and relevant meeting spaces must be ADA compliant/accessible.
2. Clerical staff for the Extension office that will perform clerical functions, including assisting County residents in accessing MSUE resources by office visit, telephone, email, internet and media.
3. Operating expenses for the office and Personnel.

Name County Year

(B-5)

II. Funding

- A. MSU will pay the salary and benefits of the Personnel and the cost of the administrative oversight. These funds will be provided and disbursed within the University.
- B. The County will directly pay for the cost of the clerical staff (salary and benefits) and the general operating costs of the Extension office (see Appendix B).
- C. The County will provide funds to an annual assessment (see Annual Work Plan) that will be charged to the county and administered by MSU. The assessment will fund the operating expenses of the Personnel including the 4-H coordinator and the salary and fringe benefits of the 4-H coordinator position. The operating costs to be funded from the annual assessment are included in Appendix B. The assessment will be reviewed annually by MSU in consultation with the county.

III. Specific Contributions

Specific contributions and terms specific to the County are listed on Exhibit A, which is attached. Exhibit A will be updated annually to reflect the commitments for the upcoming year.

IV. Term and Termination

This agreement is effective on January 1, 2012 and terminates on December 31, 2017 (5 yrs later). Either MSUE or the County may terminate this agreement, with or without cause, with 120 days written notice.

V. General Terms

- 1. Independent Contractor. The University is an independent contractor providing services to the County. The County and the University do not have the relationship of legal partners, joint venturers, principals or agents. MSUE Personnel have no right to any of County's employee benefits.
- 2. Force Majeure. Each party will be excused from the obligations of this agreement to the extent that its performance is delayed or prevented by circumstances (except financial) reasonably beyond its control, including, but not limited to, acts of government, embargoes, fire, flood, explosions, acts of God, or a public enemy, strikes, labor disputes, vandalism, or civil riots.
- 3. Assignment. This agreement is non-assignable and non-transferable.
- 4. Entire Agreement. The agreement, with its Exhibit A, is the entire agreement between MSUE and the County, superseding all previous agreements, for the subject matter of this Agreement. The agreement can only be modified in writing signed both MSUE and the County.
- 5. No Third Party Beneficiaries. The agreement is solely for the benefit of MSUE and the County. It does not create any benefit or right for any other person, including residents of the County.

The individuals signing below each have authority to bind MSU and the County, respectively.

MICHIGAN STATE UNIVERSITY

MANISTEE COUNTY

By: _____

By: _____

Its: _____

Its: _____

Date: _____

Date: _____

Name County Year

(B-6)

EXHIBIT A

Annual Work Plan

A. Specific Contributions by MSUE:

1. 1.0 FTE extension educator whose primary office of operation will be the county Extension office included in assessment.
2. ____ additional extension educators at ____ (FTE * rate).
3. .5 FTE 4-H program coordinator(s) included in assessment whose primary office of operation will be the county Extension office.
4. ____ FTE additional 4-H program coordinators at (FTE * rate).
5. Administrative oversight included in annual assessment.
6. Access to extension educators with expertise in each of the MSUE Institutes included in annual assessment.
7. Supervision of University provided academic and paraprofessional staff. Supervision of county clerical staff upon request. Supervision is included in the annual assessment.
8. Annual reporting of services provided, audiences served, and impact of programs in the county.

B. Specific Contributions by the County:

1. Office space for a County Extension office. The office will include space for at least one Extension educator, one 4-H program coordinator and one clerical staff person, access to space for delivering Extension programs, and utilities, including telephone. The office must have access to high-speed internet sufficient to meet the needs of MSUE Personnel. Minimum standards for internet access can be found in appendix A. The office space must be at least comparable to the average office space used by County employees.
2. Clerical staff for the Extension office that will perform clerical functions, including assisting County residents in accessing MSUE resources by office visit, telephone, email, internet and media.
3. Operating expenses for the office and Personnel.
4. The Assessment Fee of \$38,420.00 and _____ for additional personnel, as described above in Section A.

C. Assessment to County:

For the period January 1, 2012 to December 31, 2012, the County shall pay to MSUE \$38,420.00, which is the cost of the assessment plus any additional Personnel Costs. Payment will be made the first month of each quarter of the county fiscal year. Payments should be sent to CANR Budget and Finance, 210 Ag Hall, Michigan State University, East Lansing, MI 48824

 Name County Year

(B-8)

**Appendix B
Specification of the Allocation of Costs**

Annual assessment funds will cover

- salary and fringe for 4-H Coordinator
- travel required by academic educator and/or paraprofessional staff, including the 4-H Coordinators
- computer
- cell phone costs
- expenses associated with programmatic work

County will be expected to provide

- office space
- utilities for office space
- at least one landline for phone service
- any computer needs of the clerical staff
- any travel the clerical staff may need to carry out as part of their work assignment
- other expenses associated with direct constituent service requests

Name County Year



EQUALIZATION DEPARTMENT

Manistee County Courthouse

415 Third Street • Manistee, Michigan 49660-1606 • 231-723-5957

(APPENDIX C-1)

Date: 4/19/11

To: Ways & Means Committee

From: Roger Elbers, Equalization

Re: Form L-4037

This correspondence is in regard to a new version of the L-4037 form to be used beginning with the 2011 assessment rolls. This form now is required to be signed by the Chairperson of the County Board of Commissioners and the Clerk of the County Board of Commissioners.

I have prepared an Ad Valorem Certificate to accompany the Ad Valorem Assessment Roll for each Township and the City of Manistee as well as a separate Special Acts Certificate to accompany the Special Acts Assessment Roll for those units in the county that have Special Acts.

Today, I am looking for a recommendation to accept the L-4037 forms as prepared and to authorize the Chairperson of the County Board of Commissioners and the Clerk of the County Board of Commissioners to sign the L-4037 forms. Copies of the various L-4037 forms are attached for your review.

(C-2)

State Tax Commission Assessment Roll Certification (County Board of Commissioners, CBC)

This form is issued under the authority of the General Property Tax Act, P.A. 206 of 1893, MCL 211.34. Attach original copy to the assessment roll with copies provided to the local unit and county clerk.

| PART 1: ASSESSOR AND LOCAL UNIT INFORMATION (When complete, this form is to be filed with the local unit of government) | | | | |
|--|------------|---------------------------------------|---|-----------------------------------|
| Assessing Officer Name BRUCE BROWN | | Certification Number R-2683 | Certification Level (MCAO, MAAO, MMAO) MAAO | Tax Year 2011 |
| Local Unit of Government Name ARCADIA | | City or Township TOWNSHIP | | County Name MANISTEE |
| PART 2: CBC ASSESSED VALUED, CAPPED VALUED AND TENTATIVE TAXABLE VALUES AS EQUALIZED - AD VALOREM AND SPECIAL ACTS | | | | |
| ADDING OR DEDUCTING | THE SUM OF | FROM OR TO | PROPERTY CLASS | GMING ASSESSED VALUE AS EQUALIZED |
| | 0 | 3,578,600 | Real Agriculture | 3,578,600 |
| | 0 | 7,718,100 | Real Commercial | 7,718,100 |
| | 0 | 0 | Real Industrial | 0 |
| | 0 | 101,677,500 | Real Residential | 101,677,500 |
| | 0 | 0 | Real Timber Cutover | 0 |
| | 0 | 0 | Real Developmental | 0 |
| | 0 | 112,974,200 | TOTAL REAL PROPERTY | 112,974,200 |
| | 0 | 1,992,600 | TOTAL PERSONAL PROPERTY | 1,992,600 |
| | 0 | 114,966,800 | TOTAL OF REAL AND PERSONAL PROPERTY | 114,966,800 |
| PART 3: COUNTY BOARD OF COMMISSIONERS CERTIFICATION | | | | |
| <p><i>We hereby certify that the information contained within this County Board of Commissioners Assessment Roll Certification is true and accurate to the best of our knowledge, information and belief. We further certify that the County Board of Commissioners have examined the Assessment Roll of the above mentioned local unit of government and have determined the equalized valuations of the taxable Ad Valorem and Special Acts property to be accurate.</i></p> | | | | |
| Chairperson of the County Board of Commissioners Signature | | | Date | |
| Clerk of the County Board of Commissioners Signature | | | Date | |

(C-3)

L-4037

State Tax Commission Assessment Roll Certification (County Board of Commissioners, CBC)

This form is issued under the authority of the General Property Tax Act, P.A. 206 of 1893, MCL 211.34. Attach original copy to the assessment roll with copies provided to the local unit and county clerk.

PART 1: ASSESSOR AND LOCAL UNIT INFORMATION
(When complete, this form is to be filed with the local unit of government)

| | | | |
|---|---------------------------------------|---|-------------------------|
| Assessing Officer Name GINNY MARTZ | Certification Number R-4456 | Certification Level (MCAO, MAAO, MMAO) MAAO | Tax Year 2011 |
| Local Unit of Government Name BEAR LAKE | City or Township TOWNSHIP | County Name MANISTEE | |

PART 2: CBC ASSESSED VALUED, CAPPED VALUED AND TENTATIVE TAXABLE VALUES AS EQUALIZED – AD VALOREM AND SPECIAL ACTS

| ADDING OR DEDUCTING | THE SUM OF | FROM OR TO | PROPERTY CLASS | GIVING ASSESSED VALUE AS EQUALIZED |
|---------------------|------------|------------|--|------------------------------------|
| | 0 | 7,545,100 | Real Agriculture | 7,545,100 |
| | 0 | 7,287,300 | Real Commercial | 7,287,300 |
| | 0 | 464,100 | Real Industrial | 464,100 |
| | 0 | 72,537,640 | Real Residential | 72,537,640 |
| | 0 | 0 | Real Timber Cutover | 0 |
| | 0 | 0 | Real Developmental | 0 |
| | 0 | 87,834,140 | TOTAL REAL PROPERTY | 87,834,140 |
| | 0 | 9,994,500 | TOTAL PERSONAL PROPERTY | 9,994,500 |
| | 0 | 97,828,640 | TOTAL OF REAL AND PERSONAL PROPERTY | 97,828,640 |

PART 3: COUNTY BOARD OF COMMISSIONERS CERTIFICATION

We hereby certify that the information contained within this County Board of Commissioners Assessment Roll Certification is true and accurate to the best of our knowledge, information and belief. We further certify that the County Board of Commissioners have examined the Assessment Roll of the above mentioned local unit of government and have determined the equalized valuations of the taxable Ad Valorem and Special Acts property to be accurate.

| | |
|--|------|
| Chairperson of the County Board of Commissioners Signature | Date |
| Clerk of the County Board of Commissioners Signature | Date |

(C-4)

State Tax Commission Assessment Roll Certification (County Board of Commissioners, CBC)

This form is issued under the authority of the General Property Tax Act, P.A. 206 of 1893, MCL 211.34. Attach original copy to the assessment roll with copies provided to the local unit and county clerk.

| PART 1: ASSESSOR AND LOCAL UNIT INFORMATION (When complete, this form is to be filed with the local unit of government) | | | | |
|--|------------|--------------------------------|--|------------------------------------|
| Assessing Officer Name CONNIE ANDERSON | | Certification Number R-7502 | Certification Level (MCAO, MAAO, MMAO) MCAO | Tax Year 2011 |
| Local Unit of Government Name BROWN | | City or Township TOWNSHIP | County Name MANISTEE | |
| PART 2: CBC ASSESSED VALUED, CAPPED VALUED AND TENTATIVE TAXABLE VALUES AS EQUALIZED – AD VALOREM AND SPECIAL ACTS | | | | |
| ADDING OR DEDUCTING | THE SUM OF | FROM OR TO | PROPERTY CLASS | GIVING ASSESSED VALUE AS EQUALIZED |
| | 0 | 3,636,600 | Real Agriculture | 3,636,600 |
| | 0 | 762,600 | Real Commercial | 762,600 |
| | 0 | 380,400 | Real Industrial | 380,400 |
| | 0 | 29,040,700 | Real Residential | 29,040,700 |
| | 0 | 0 | Real Timber Cutover | 0 |
| | 0 | 0 | Real Developmental | 0 |
| | 0 | 33,820,300 | TOTAL REAL PROPERTY | 33,820,300 |
| | 0 | 2,823,900 | TOTAL PERSONAL PROPERTY | 2,823,900 |
| | 0 | 36,644,200 | TOTAL OF REAL AND PERSONAL PROPERTY | 36,644,200 |
| PART 3: COUNTY BOARD OF COMMISSIONERS CERTIFICATION | | | | |
| <p><i>We hereby certify that the information contained within this County Board of Commissioners Assessment Roll Certification is true and accurate to the best of our knowledge, information and belief. We further certify that the County Board of Commissioners have examined the Assessment Roll of the above mentioned local unit of government and have determined the equalized valuations of the taxable Ad Valorem and Special Acts property to be accurate.</i></p> | | | | |
| Chairperson of the County Board of Commissioners Signature | | | Date | |
| Clerk of the County Board of Commissioners Signature | | | Date | |

(C-5)

State Tax Commission Assessment Roll Certification (County Board of Commissioners, CBC)

This form is issued under the authority of the General Property Tax Act, P.A. 206 of 1893, MCL 211.34. Attach original copy to the assessment roll with copies provided to the local unit and county clerk.

PART 1: ASSESSOR AND LOCAL UNIT INFORMATION
(When complete, this form is to be filed with the local unit of government)

| | | | |
|---|---------------------------------------|---|-------------------------|
| Assessing Officer Name LEE WILSON | Certification Number R-1372 | Certification Level (MCAO, MAAO, MMAO) MAAO | Tax Year 2011 |
| Local Unit of Government Name CLEON | City or Township TOWNSHIP | County Name MANISTEE | |

PART 2: CBC ASSESSED VALUED, CAPPED VALUED AND TENTATIVE TAXABLE VALUES AS EQUALIZED – AD VALOREM AND SPECIAL ACTS

| ADDING OR DEDUCTING | THE SUM OF | FROM OR TO | PROPERTY CLASS | GIVING ASSESSED VALUE AS EQUALIZED |
|---------------------|------------|------------|--|------------------------------------|
| | 0 | 4,363,500 | Real Agriculture | 4,363,500 |
| | 0 | 1,575,500 | Real Commercial | 1,575,500 |
| | 0 | 1,150,500 | Real Industrial | 1,150,500 |
| | 0 | 25,165,300 | Real Residential | 25,165,300 |
| | 0 | 0 | Real Timber Cutover | 0 |
| | 0 | 0 | Real Developmental | 0 |
| | 0 | 32,254,800 | TOTAL REAL PROPERTY | 32,254,800 |
| | 0 | 3,854,800 | TOTAL PERSONAL PROPERTY | 3,854,800 |
| | 0 | 36,109,600 | TOTAL OF REAL AND PERSONAL PROPERTY | 36,109,600 |

PART 3: COUNTY BOARD OF COMMISSIONERS CERTIFICATION

We hereby certify that the information contained within this County Board of Commissioners Assessment Roll Certification is true and accurate to the best of our knowledge, information and belief. We further certify that the County Board of Commissioners have examined the Assessment Roll of the above mentioned local unit of government and have determined the equalized valuations of the taxable Ad Valorem and Special Acts property to be accurate.

| | |
|--|------|
| Chairperson of the County Board of Commissioners Signature | Date |
| Clerk of the County Board of Commissioners Signature | Date |

(C-6)

L-4037

State Tax Commission Assessment Roll Certification (County Board of Commissioners, CBC)

This form is issued under the authority of the General Property Tax Act, P.A. 206 of 1893, MCL 211.34. Attach original copy to the assessment roll with copies provided to the local unit and county clerk.

PART 1: ASSESSOR AND LOCAL UNIT INFORMATION
(When complete, this form is to be filed with the local unit of government)

| | | | |
|---|---------------------------------------|---|-------------------------|
| Assessing Officer Name DAVID MEISTER | Certification Number R-7414 | Certification Level (MCAO, MAAO, MMAO) CMAE 1 | Tax Year 2011 |
| Local Unit of Government Name DICKSON | City or Township TOWNSHIP | County Name MANISTEE | |

PART 2: CBC ASSESSED VALUED, CAPPED VALUED AND TENTATIVE TAXABLE VALUES AS EQUALIZED – AD VALOREM AND SPECIAL ACTS

| ADDING OR DEDUCTING | THE SUM OF | FROM OR TO | PROPERTY CLASS | GIVING ASSESSED VALUE AS EQUALIZED |
|---------------------|------------|------------|--|------------------------------------|
| | 0 | 2,432,200 | Real Agriculture | 2,432,200 |
| | 0 | 865,700 | Real Commercial | 865,700 |
| | 0 | 4,843,500 | Real Industrial | 4,843,500 |
| | 0 | 32,841,200 | Real Residential | 32,841,200 |
| | 0 | 0 | Real Timber Cutover | 0 |
| | 0 | 0 | Real Developmental | 0 |
| | 0 | 40,982,600 | TOTAL REAL PROPERTY | 40,982,600 |
| | 0 | 4,458,200 | TOTAL PERSONAL PROPERTY | 4,458,200 |
| | 0 | 45,440,800 | TOTAL OF REAL AND PERSONAL PROPERTY | 45,440,800 |

PART 3: COUNTY BOARD OF COMMISSIONERS CERTIFICATION

We hereby certify that the information contained within this County Board of Commissioners Assessment Roll Certification is true and accurate to the best of our knowledge, information and belief. We further certify that the County Board of Commissioners have examined the Assessment Roll of the above mentioned local unit of government and have determined the equalized valuations of the taxable Ad Valorem and Special Acts property to be accurate.

| | |
|--|------|
| Chairperson of the County Board of Commissioners Signature | Date |
| Clerk of the County Board of Commissioners Signature | Date |

(C-7)

State Tax Commission Assessment Roll Certification (County Board of Commissioners, CBC)

This form is issued under the authority of the General Property Tax Act, P.A. 206 of 1893, MCL 211.34. Attach original copy to the assessment roll with copies provided to the local unit and county clerk.

| PART 1: ASSESSOR AND LOCAL UNIT INFORMATION (When complete, this form is to be filed with the local unit of government) | | | | |
|---|---------------------------------------|---|--|------------------------------------|
| Assessing Officer Name BRUCE BROWN | Certification Number R-2683 | Certification Level (MCAO, MAAO, MMAO) MAAO | Tax Year 2011 | |
| Local Unit of Government Name FILER | City or Township TOWNSHIP | County Name MANISTEE | | |
| PART 2: CBC ASSESSED VALUED, CAPPED VALUED AND TENTATIVE TAXABLE VALUES AS EQUALIZED - AD VALOREM AND SPECIAL ACTS | | | | |
| ADDING OR DEDUCTING | THE SUM OF | FROM OR TO | PROPERTY CLASS | GIVING ASSESSED VALUE AS EQUALIZED |
| | 0 | 744,400 | Real Agriculture | 744,400 |
| | 0 | 20,462,200 | Real Commercial | 20,462,200 |
| | 0 | 33,267,100 | Real Industrial | 33,267,100 |
| | 0 | 113,700,500 | Real Residential | 113,700,500 |
| | 0 | 0 | Real Timber Cutover | 0 |
| | 0 | 0 | Real Developmental | 0 |
| | 0 | 168,174,200 | TOTAL REAL PROPERTY | 168,174,200 |
| | 0 | 34,702,000 | TOTAL PERSONAL PROPERTY | 34,702,000 |
| | 0 | 202,876,200 | TOTAL OF REAL AND PERSONAL PROPERTY | 202,876,200 |
| PART 3: COUNTY BOARD OF COMMISSIONERS CERTIFICATION | | | | |
| <i>We hereby certify that the information contained within this County Board of Commissioners Assessment Roll Certification is true and accurate to the best of our knowledge, information and belief. We further certify that the County Board of Commissioners have examined the Assessment Roll of the above mentioned local unit of government and have determined the equalized valuations of the taxable Ad Valorem and Special Acts property to be accurate.</i> | | | | |
| Chairperson of the County Board of Commissioners Signature | | | Date | |
| Clerk of the County Board of Commissioners Signature | | | Date | |

(C-8)

State Tax Commission Assessment Roll Certification (County Board of Commissioners, CBC)

This form is issued under the authority of the General Property Tax Act, P.A. 206 of 1893, MCL 211.34. Attach original copy to the assessment roll with copies provided to the local unit and county clerk.

PART 1: ASSESSOR AND LOCAL UNIT INFORMATION
(When complete, this form is to be filed with the local unit of government)

| | | | |
|--|---------------------------------------|---|-------------------------|
| Assessing Officer Name CONNIE ANDERSON | Certification Number R-7502 | Certification Level (MCAO, MAAO, MMAO) MCAO | Tax Year 2011 |
| Local Unit of Government Name MANISTEE | City or Township TOWNSHIP | County Name MANISTEE | |

PART 2: CBC ASSESSED VALUED, CAPPED VALUED AND TENTATIVE TAXABLE VALUES AS EQUALIZED – AD VALOREM AND SPECIAL ACTS

| ADDING OR DEDUCTING | THE SUM OF | FROM OR TO | PROPERTY CLASS | GIVING ASSESSED VALUE AS EQUALIZED |
|---------------------|------------|-------------|--|------------------------------------|
| | 0 | 4,956,800 | Real Agriculture | 4,956,800 |
| | 0 | 18,241,500 | Real Commercial | 18,241,500 |
| | 0 | 1,093,900 | Real Industrial | 1,093,900 |
| | 0 | 143,987,100 | Real Residential | 143,987,100 |
| | 0 | 0 | Real Timber Cutover | 0 |
| | 0 | 0 | Real Developmental | 0 |
| | 0 | 168,279,300 | TOTAL REAL PROPERTY | 168,279,300 |
| | 0 | 11,062,200 | TOTAL PERSONAL PROPERTY | 11,062,200 |
| | 0 | 179,341,500 | TOTAL OF REAL AND PERSONAL PROPERTY | 179,341,500 |

PART 3: COUNTY BOARD OF COMMISSIONERS CERTIFICATION

We hereby certify that the information contained within this County Board of Commissioners Assessment Roll Certification is true and accurate to the best of our knowledge, information and belief. We further certify that the County Board of Commissioners have examined the Assessment Roll of the above mentioned local unit of government and have determined the equalized valuations of the taxable Ad Valorem and Special Acts property to be accurate.

| | |
|--|------|
| Chairperson of the County Board of Commissioners Signature | Date |
| Clerk of the County Board of Commissioners Signature | Date |

(C-9)

L-4037

State Tax Commission Assessment Roll Certification (County Board of Commissioners, CBC)

This form is issued under the authority of the General Property Tax Act, P.A. 206 of 1893, MCL 211.34. Attach original copy to the assessment roll with copies provided to the local unit and county clerk.

PART 1: ASSESSOR AND LOCAL UNIT INFORMATION
(When complete, this form is to be filed with the local unit of government)

| | | | |
|---|---------------------------------------|---|-------------------------|
| Assessing Officer Name H. WAYNE BELDO | Certification Number R-7989 | Certification Level (MCAO, MAAO, MMAD) CMAE 1 | Tax Year 2011 |
| Local Unit of Government Name MAPLE GROVE | City or Township TOWNSHIP | County Name MANISTEE | |

PART 2: CBC ASSESSED VALUED, CAPPED VALUED AND TENTATIVE TAXABLE VALUES AS EQUALIZED - AD VALOREM AND SPECIAL ACTS

| ADDING OR DEDUCTING | THE SUM OF | FROM OR TO | PROPERTY CLASS | GIVING ASSESSED VALUE AS EQUALIZED |
|---------------------|------------|------------|--|------------------------------------|
| | 0 | 1,173,900 | Real Agriculture | 1,173,900 |
| | 0 | 2,035,500 | Real Commercial | 2,035,500 |
| | 0 | 735,400 | Real Industrial | 735,400 |
| | 0 | 45,716,400 | Real Residential | 45,716,400 |
| | 0 | 0 | Real Timber Cutover | 0 |
| | 0 | 0 | Real Developmental | 0 |
| | 0 | 49,661,200 | TOTAL REAL PROPERTY | 49,661,200 |
| | 0 | 2,870,100 | TOTAL PERSONAL PROPERTY | 2,870,100 |
| | 0 | 52,531,300 | TOTAL OF REAL AND PERSONAL PROPERTY | 52,531,300 |

PART 3: COUNTY BOARD OF COMMISSIONERS CERTIFICATION

We hereby certify that the information contained within this County Board of Commissioners Assessment Roll Certification is true and accurate to the best of our knowledge, information and belief. We further certify that the County Board of Commissioners have examined the Assessment Roll of the above mentioned local unit of government and have determined the equalized valuations of the taxable Ad Valorem and Special Acts property to be accurate.

| | |
|--|------|
| Chairperson of the County Board of Commissioners Signature | Date |
| Clerk of the County Board of Commissioners Signature | Date |

(C-10)

L-4037

State Tax Commission Assessment Roll Certification (County Board of Commissioners, CBC)

This form is issued under the authority of the General Property Tax Act, P.A. 206 of 1893, MCL 211.34. Attach original copy to the assessment roll with copies provided to the local unit and county clerk.

PART 1: ASSESSOR AND LOCAL UNIT INFORMATION
(When complete, this form is to be filed with the local unit of government)

| | | | |
|--|---------------------------------------|---|-------------------------|
| Assessing Officer Name JULIE BEARDSLEE | Certification Number R-2368 | Certification Level (MCAO, MAAO, MMAO) MAAO | Tax Year 2011 |
| Local Unit of Government Name MARILLA | City or Township TOWNSHIP | County Name MANISTEE | |

PART 2: CBC ASSESSED VALUED, CAPPED VALUED AND TENTATIVE TAXABLE VALUES AS EQUALIZED - AD VALOREM AND SPECIAL ACTS

| ADDING OR DEDUCTING | THE SUM OF | FROM OR TO | PROPERTY CLASS | GIVING ASSESSED VALUE AS EQUALIZED |
|---------------------|------------|------------|--|------------------------------------|
| | 0 | 5,559,100 | Real Agriculture | 5,559,100 |
| | 0 | 0 | Real Commercial | 0 |
| | 0 | 237,900 | Real Industrial | 237,900 |
| | 0 | 18,520,700 | Real Residential | 18,520,700 |
| | 0 | 0 | Real Timber Cutover | 0 |
| | 0 | 0 | Real Developmental | 0 |
| | 0 | 24,317,700 | TOTAL REAL PROPERTY | 24,317,700 |
| | 0 | 1,174,500 | TOTAL PERSONAL PROPERTY | 1,174,500 |
| | 0 | 25,492,200 | TOTAL OF REAL AND PERSONAL PROPERTY | 25,492,200 |

PART 3: COUNTY BOARD OF COMMISSIONERS CERTIFICATION

We hereby certify that the information contained within this County Board of Commissioners Assessment Roll Certification is true and accurate to the best of our knowledge, information and belief. We further certify that the County Board of Commissioners have examined the Assessment Roll of the above mentioned local unit of government and have determined the equalized valuations of the taxable Ad Valorem and Special Acts property to be accurate

| | |
|--|------|
| Chairperson of the County Board of Commissioners Signature | Date |
| Clerk of the County Board of Commissioners Signature | Date |

C-11

L-4037

State Tax Commission Assessment Roll Certification (County Board of Commissioners, CBC)

This form is issued under the authority of the General Property Tax Act, P.A. 206 of 1893, MCL 211.34. Attach original copy to the assessment roll with copies provided to the local unit and county clerk.

| PART 1: ASSESSOR AND LOCAL UNIT INFORMATION (When complete, this form is to be filed with the local unit of government) | | | | |
|--|------------|--------------------------------|--|------------------------------------|
| Assessing Officer Name DAVID MEISTER | | Certification Number R-7414 | Certification Level (MCAO, MAAO, MMAO) CMAE 1 | Tax Year 2011 |
| Local Unit of Government Name NORMAN | | City or Township TOWNSHIP | County Name MANISTEE | |
| PART 2: CBC ASSESSED VALUED, CAPPED VALUED AND TENTATIVE TAXABLE VALUES AS EQUALIZED – AD VALOREM AND SPECIAL ACTS | | | | |
| ADDING OR DEDUCTING | THE SUM OF | FROM OR TO | PROPERTY CLASS | GIVING ASSESSED VALUE AS EQUALIZED |
| | 0 | 964,000 | Real Agriculture | 964,000 |
| | 0 | 4,229,100 | Real Commercial | 4,229,100 |
| | 0 | 49,400 | Real Industrial | 49,400 |
| | 0 | 58,868,900 | Real Residential | 58,868,900 |
| | 0 | 0 | Real Timber Cutover | 0 |
| | 0 | 0 | Real Developmental | 0 |
| | 0 | 64,111,400 | TOTAL REAL PROPERTY | 64,111,400 |
| | 0 | 2,444,400 | TOTAL PERSONAL PROPERTY | 2,444,400 |
| | 0 | 66,555,800 | TOTAL OF REAL AND PERSONAL PROPERTY | 66,555,800 |
| PART 3: COUNTY BOARD OF COMMISSIONERS CERTIFICATION | | | | |
| <p><i>We hereby certify that the information contained within this County Board of Commissioners Assessment Roll Certification is true and accurate to the best of our knowledge, information and belief. We further certify that the County Board of Commissioners have examined the Assessment Roll of the above mentioned local unit of government and have determined the equalized valuations of the taxable Ad Valorem and Special Acts property to be accurate.</i></p> | | | | |
| Chairperson of the County Board of Commissioners Signature | | | Date | |
| Clerk of the County Board of Commissioners Signature | | | Date | |

(C-12)

State Tax Commission Assessment Roll Certification (County Board of Commissioners, CBC)

This form is issued under the authority of the General Property Tax Act, P.A. 208 of 1893, MCL 211.34. Attach original copy to the assessment roll with copies provided to the local unit and county clerk.

| PART 1: ASSESSOR AND LOCAL UNIT INFORMATION (When complete, this form is to be filed with the local unit of government) | | | | |
|---|--------------------------------|--|--|------------------------------------|
| Assessing Officer Name GINNY MARTZ | Certification Number R-4458 | Certification Level (MCAO, MAAO, MMAO) MAAO | Tax Year 2011 | |
| Local Unit of Government Name ONEKAMA | City or Township TOWNSHIP | County Name MANISTEE | | |
| PART 2: CBC ASSESSED VALUED, CAPPED VALUED AND TENTATIVE TAXABLE VALUES AS EQUALIZED - AD VALOREM AND SPECIAL ACTS | | | | |
| ADDING OR DEDUCTING | THE SUM OF | FROM OR TO | PROPERTY CLASS | GIVING ASSESSED VALUE AS EQUALIZED |
| | 0 | 5,458,300 | Real Agriculture | 5,458,300 |
| | 0 | 5,993,900 | Real Commercial | 5,993,900 |
| | 0 | 167,800 | Real Industrial | 167,800 |
| | 0 | 190,616,250 | Real Residential | 190,616,250 |
| | 0 | 0 | Real Timber Cutover | 0 |
| | 0 | 0 | Real Developmental | 0 |
| | 0 | 202,236,250 | TOTAL REAL PROPERTY | 202,236,250 |
| | 0 | 2,333,500 | TOTAL PERSONAL PROPERTY | 2,333,500 |
| | 0 | 204,569,750 | TOTAL OF REAL AND PERSONAL PROPERTY | 204,569,750 |
| PART 3: COUNTY BOARD OF COMMISSIONERS CERTIFICATION | | | | |
| <i>We hereby certify that the information contained within this County Board of Commissioners Assessment Roll Certification is true and accurate to the best of our knowledge, information and belief. We further certify that the County Board of Commissioners have examined the Assessment Roll of the above mentioned local unit of government and have determined the equalized valuations of the taxable Ad Valorem and Special Acts property to be accurate.</i> | | | | |
| Chairperson of the County Board of Commissioners Signature | | | Date | |
| Clerk of the County Board of Commissioners Signature | | | Date | |

(C-13)

State Tax Commission Assessment Roll Certification (County Board of Commissioners, CBC)

This form is issued under the authority of the General Property Tax Act, P.A. 206 of 1893, MCL 211.34. Attach original copy to the assessment roll with copies provided to the local unit and county clerk.

| PART 1: ASSESSOR AND LOCAL UNIT INFORMATION (When complete, this form is to be filed with the local unit of government) | | | | |
|---|------------|--------------------------------|--|------------------------------------|
| Assessing Officer Name CAROL MERRILL | | Certification Number R-7907 | Certification Level (MCAO, MAAO, MMAO) MAAO | Tax Year 2011 |
| Local Unit of Government Name PLEASANTON | | City or Township TOWNSHIP | | County Name MANISTEE |
| PART 2: CBC ASSESSED VALUED, CAPPED VALUED AND TENTATIVE TAXABLE VALUES AS EQUALIZED -- AD VALOREM AND SPECIAL ACTS | | | | |
| ADDING OR DEDUCTING | THE SUM OF | FROM OR TO | PROPERTY CLASS | GIVING ASSESSED VALUE AS EQUALIZED |
| | 0 | 7,338,800 | Real Agriculture | 7,338,800 |
| | 0 | 2,651,500 | Real Commercial | 2,651,500 |
| | 0 | 0 | Real Industrial | 0 |
| | 0 | 55,737,400 | Real Residential | 55,737,400 |
| | 0 | 0 | Real Timber Cutover | 0 |
| | 0 | 0 | Real Developmental | 0 |
| | 0 | 65,727,700 | TOTAL REAL PROPERTY | 65,727,700 |
| | 0 | 3,866,700 | TOTAL PERSONAL PROPERTY | 3,866,700 |
| | 0 | 69,594,400 | TOTAL OF REAL AND PERSONAL PROPERTY | 69,594,400 |
| PART 3: COUNTY BOARD OF COMMISSIONERS CERTIFICATION | | | | |
| <i>We hereby certify that the information contained within this County Board of Commissioners Assessment Roll Certification is true and accurate to the best of our knowledge, information and belief. We further certify that the County Board of Commissioners have examined the Assessment Roll of the above mentioned local unit of government and have determined the equalized valuations of the taxable Ad Valorem and Special Acts property to be accurate.</i> | | | | |
| Chairperson of the County Board of Commissioners Signature | | | Date | |
| Clerk of the County Board of Commissioners Signature | | | Date | |

(C-14)

State Tax Commission Assessment Roll Certification (County Board of Commissioners, CBC)

This form is issued under the authority of the General Property Tax Act, P.A. 206 of 1893, MCL 211.34. Attach original copy to the assessment roll with copies provided to the local unit and county clerk.

| PART 1: ASSESSOR AND LOCAL UNIT INFORMATION (When complete, this form is to be filed with the local unit of government) | | | | |
|--|------------|--------------------------------|--|------------------------------------|
| Assessing Officer Name MARVIN BLACKFORD | | Certification Number R-5260 | Certification Level (MCAO, MAAO, MMAO) MAAO | Tax Year 2011 |
| Local Unit of Government Name SPRINGDALE TOWNSHIP | | City or Township TOWNSHIP | County Name MANISTEE | |
| PART 2: CBC ASSESSED VALUED, CAPPED VALUED AND TENTATIVE TAXABLE VALUES AS EQUALIZED - AD VALOREM AND SPECIAL ACTS | | | | |
| ADDING OR DEDUCTING | THE SUM OF | FROM OR TO | PROPERTY CLASS | GIVING ASSESSED VALUE AS EQUALIZED |
| | 0 | 448,100 | Real Agriculture | 448,100 |
| | 0 | 575,000 | Real Commercial | 575,000 |
| | 0 | 0 | Real Industrial | 0 |
| | 0 | 42,820,200 | Real Residential | 42,820,200 |
| | 0 | 210,400 | Real Timber Cutover | 210,400 |
| | 0 | 0 | Real Developmental | 0 |
| | 0 | 44,053,700 | TOTAL REAL PROPERTY | 44,053,700 |
| | 0 | 3,107,600 | TOTAL PERSONAL PROPERTY | 3,107,600 |
| | 0 | 47,161,300 | TOTAL OF REAL AND PERSONAL PROPERTY | 47,161,300 |
| PART 3: COUNTY BOARD OF COMMISSIONERS CERTIFICATION | | | | |
| We hereby certify that the information contained within this County Board of Commissioners Assessment Roll Certification is true and accurate to the best of our knowledge, information and belief. We further certify that the County Board of Commissioners have examined the Assessment Roll of the above mentioned local unit of government and have determined the equalized valuations of the taxable Ad Valorem and Special Acts property to be accurate. | | | | |
| Chairperson of the County Board of Commissioners Signature | | | Date | |
| Clerk of the County Board of Commissioners Signature | | | Date | |

(C-15)

L-4037

**State Tax Commission Assessment Roll Certification
(County Board of Commissioners, CBC)**

This form is issued under the authority of the General Property Tax Act, P.A. 206 of 1993, MCL 211.34. Attach original copy to the assessment roll with copies provided to the local unit and county clerk.

| | | | |
|---|--------------------------------|--|------------------|
| PART 1: ASSESSOR AND LOCAL UNIT INFORMATION (When complete, this form is to be filed with the local unit of government) | | | |
| Assessing Officer Name STAN ARMSTRONG | Certification Number R-5357 | Certification Level (MCAO, MAAO, MMAO) MCAO | Tax Year 2011 |
| Local Unit of Government Name STRONACH | City or Township TOWNSHIP | County Name MANISTEE | |

| PART 2: CBC ASSESSED VALUED, CAPPED VALUED AND TENTATIVE TAXABLE VALUES AS EQUALIZED – AD VALOREM AND SPECIAL ACTS | | | | |
|---|------------|------------|--|------------------------------------|
| ADDING OR DEDUCTING | THE SUM OF | FROM OR TO | PROPERTY CLASS | GIVING ASSESSED VALUE AS EQUALIZED |
| | 0 | 0 | Real Agriculture | 0 |
| | 0 | 911,100 | Real Commercial | 911,100 |
| | 0 | 5,504,500 | Real Industrial | 5,504,500 |
| | 0 | 34,423,900 | Real Residential | 34,423,900 |
| | 0 | 0 | Real Timber Cutover | 0 |
| | 0 | 0 | Real Developmental | 0 |
| | 0 | 40,839,500 | TOTAL REAL PROPERTY | 40,839,500 |
| | 0 | 12,971,419 | TOTAL PERSONAL PROPERTY | 12,971,419 |
| | 0 | 53,810,919 | TOTAL OF REAL AND PERSONAL PROPERTY | 53,810,919 |

| | |
|---|------|
| PART 3: COUNTY BOARD OF COMMISSIONERS CERTIFICATION | |
| <i>We hereby certify that the information contained within this County Board of Commissioners Assessment Roll Certification is true and accurate to the best of our knowledge, information and belief. We further certify that the County Board of Commissioners have examined the Assessment Roll of the above mentioned local unit of government and have determined the equalized valuations of the taxable Ad Valorem and Special Acts property to be accurate.</i> | |
| Chairperson of the County Board of Commissioners Signature | Date |
| Clerk of the County Board of Commissioners Signature | Date |

(C-16)

L-4037

**State Tax Commission Assessment Roll Certification
(County Board of Commissioners, CBC)**

This form is issued under the authority of the General Property Tax Act, P.A. 206 of 1993, MCL 211.34. Attach original copy to the assessment roll with copies provided to the local unit and county clerk.

| PART 1: ASSESSOR AND LOCAL UNIT INFORMATION (When complete, this form is to be filed with the local unit of government) | | | | |
|---|------------|---------------------------------------|---|------------------------------------|
| Assessing Officer Name JULIE BEARDSLEE | | Certification Number R-2368 | Certification Level (MCAO, MAAO, MMAO) MAAO | Tax Year 2011 |
| Local Unit of Government Name MANISTEE | | City or Township CITY | County Name MANISTEE | |
| PART 2: CBC ASSESSED VALUED, CAPPED VALUED AND TENTATIVE TAXABLE VALUES AS EQUALIZED -- AD VALOREM AND SPECIAL ACTS | | | | |
| ADDING OR DEDUCTING | THE SUM OF | FROM OR TO | PROPERTY CLASS | GIVING ASSESSED VALUE AS EQUALIZED |
| | 0 | 0 | Real Agriculture | 0 |
| | 0 | 43,418,000 | Real Commercial | 43,418,000 |
| | 0 | 6,397,800 | Real Industrial | 6,397,800 |
| | 0 | 163,074,500 | Real Residential | 163,074,500 |
| | 0 | 0 | Real Timber Cutover | 0 |
| | 0 | 0 | Real Developmental | 0 |
| | 0 | 212,890,300 | TOTAL REAL PROPERTY | 212,890,300 |
| | 0 | 15,895,200 | TOTAL PERSONAL PROPERTY | 15,895,200 |
| | 0 | 228,785,500 | TOTAL OF REAL AND PERSONAL PROPERTY | 228,785,500 |
| PART 3: COUNTY BOARD OF COMMISSIONERS CERTIFICATION | | | | |
| <i>We hereby certify that the information contained within this County Board of Commissioners Assessment Roll Certification is true and accurate to the best of our knowledge, information and belief. We further certify that the County Board of Commissioners have examined the Assessment Roll of the above mentioned local unit of government and have determined the equalized valuations of the taxable Ad Valorem and Special Acts property to be accurate.</i> | | | | |
| Chairperson of the County Board of Commissioners Signature | | | Date | |
| Clerk of the County Board of Commissioners Signature | | | Date | |

(C-17)

L-4037

State Tax Commission Assessment Roll Certification (County Board of Commissioners, CBC)

This form is issued under the authority of the General Property Tax Act, P.A. 206 of 1993, MCL 211.34. Attach original copy to the assessment roll with copies provided to the local unit and county clerk.

| PART 1: ASSESSOR AND LOCAL UNIT INFORMATION (When complete, this form is to be filed with the local unit of government) | | | | |
|--|------------|--------------------------------|--|------------------------------------|
| Assessing Officer Name LEE WILSON | | Certification Number R-1372 | Certification Level (MCAO, MAAO, MMAO) MAAO | Tax Year 2011 |
| Local Unit of Government Name CLEON | | City or Township TOWNSHIP | County Name MANISTEE | |
| PART 2: CBC ASSESSED VALUED, CAPPED VALUED AND TENTATIVE TAXABLE VALUES AS EQUALIZED - AD VALOREM AND SPECIAL ACTS | | | | |
| ADDING OR DEDUCTING | THE SUM OF | FROM OR TO | PROPERTY CLASS | GIVING ASSESSED VALUE AS EQUALIZED |
| | 0 | 81,100 | Real Agriculture | 81,100 |
| | 0 | 0 | Real Commercial | 0 |
| | 0 | 0 | Real Industrial | 0 |
| | 0 | 0 | Real Residential | 0 |
| | 0 | 0 | Real Timber Cutover | 0 |
| | 0 | 0 | Real Developmental | 0 |
| | 0 | 81,100 | TOTAL REAL PROPERTY | 81,100 |
| | 0 | 0 | TOTAL PERSONAL PROPERTY | 0 |
| | 0 | 81,100 | TOTAL OF REAL AND PERSONAL PROPERTY | 81,100 |
| PART 3: COUNTY BOARD OF COMMISSIONERS CERTIFICATION | | | | |
| <p><i>We hereby certify that the information contained within this County Board of Commissioners Assessment Roll Certification is true and accurate to the best of our knowledge, information and belief. We further certify that the County Board of Commissioners have examined the Assessment Roll of the above mentioned local unit of government and have determined the equalized valuations of the taxable Ad Valorem and Special Acts property to be accurate.</i></p> | | | | |
| Chairperson of the County Board of Commissioners Signature | | | Date | |
| Clerk of the County Board of Commissioners Signature | | | Date | |

(C-18)

L-4037

State Tax Commission Assessment Roll Certification (County Board of Commissioners, CBC)

This form is issued under the authority of the General Property Tax Act, P.A. 206 of 1993, MCL 211.34. Attach original copy to the assessment roll with copies provided to the local unit and county clerk.

PART 1: ASSESSOR AND LOCAL UNIT INFORMATION

(When complete, this form is to be filed with the local unit of government)

| | | | |
|---|---------------------------------------|---|-------------------------|
| Assessing Officer Name DAVID MEISTER | Certification Number R-7414 | Certification Level (MCAO, MAAO, MMAO) CMAE 1 | Tax Year 2011 |
| Local Unit of Government Name DICKSON | City or Township TOWNSHIP | County Name MANISTEE | |

PART 2: CBC ASSESSED VALUED, CAPPED VALUED AND TENTATIVE TAXABLE VALUES AS EQUALIZED - AD VALOREM AND SPECIAL ACTS

| ADDING OR DEDUCTING | THE SUM OF | FROM OR TO | PROPERTY CLASS | GIVING ASSESSED VALUE AS EQUALIZED |
|---------------------|------------|------------|--|------------------------------------|
| | 0 | 351,800 | Real Agriculture | 351,800 |
| | 0 | 0 | Real Commercial | 0 |
| | 0 | 0 | Real Industrial | 0 |
| | 0 | 0 | Real Residential | 0 |
| | 0 | 0 | Real Timber Cutover | 0 |
| | 0 | 0 | Real Developmental | 0 |
| | 0 | 351,800 | TOTAL REAL PROPERTY | 351,800 |
| | 0 | 0 | TOTAL PERSONAL PROPERTY | 0 |
| | 0 | 351,800 | TOTAL OF REAL AND PERSONAL PROPERTY | 351,800 |

PART 3: COUNTY BOARD OF COMMISSIONERS CERTIFICATION

We hereby certify that the information contained within this County Board of Commissioners Assessment Roll Certification is true and accurate to the best of our knowledge, information and belief. We further certify that the County Board of Commissioners have examined the Assessment Roll of the above mentioned local unit of government and have determined the equalized valuations of the taxable Ad Valorem and Special Acts property to be accurate.

| | |
|--|------|
| Chairperson of the County Board of Commissioners Signature | Date |
| Clerk of the County Board of Commissioners Signature | Date |

C-19

L-4037

State Tax Commission Assessment Roll Certification (County Board of Commissioners, CBC)

This form is issued under the authority of the General Property Tax Act, P.A. 206 of 1893, MCL 211.34. Attach original copy to the assessment roll with copies provided to the local unit and county clerk.

| PART 1: ASSESSOR AND LOCAL UNIT INFORMATION (When complete, this form is to be filed with the local unit of government) | | | | |
|--|------------|---------------------------------------|---|------------------------------------|
| Assessing Officer Name BRUCE BROWN | | Certification Number R-2683 | Certification Level (MCAO, MAAO, MMAO) MAAO | Tax Year 2011 |
| Local Unit of Government Name FILER | | City or Township TOWNSHIP | County Name MANISTEE | |
| PART 2: CBC ASSESSED VALUED, CAPPED VALUED AND TENTATIVE TAXABLE VALUES AS EQUALIZED - AD VALOREM AND SPECIAL ACTS | | | | |
| ADDING OR DEDUCTING | THE SUM OF | FROM OR TO | PROPERTY CLASS | GIVING ASSESSED VALUE AS EQUALIZED |
| | 0 | 39,900 | Real Agriculture | 39,900 |
| | 0 | 0 | Real Commercial | 0 |
| | 0 | 1,100,000 | Real Industrial | 1,100,000 |
| | 0 | 0 | Real Residential | 0 |
| | 0 | 0 | Real Timber Cutover | 0 |
| | 0 | 0 | Real Developmental | 0 |
| | 0 | 1,139,900 | TOTAL REAL PROPERTY | 1,139,900 |
| | 0 | 8,773,700 | TOTAL PERSONAL PROPERTY | 8,773,700 |
| | 0 | 9,913,600 | TOTAL OF REAL AND PERSONAL PROPERTY | 9,913,600 |
| PART 3: COUNTY BOARD OF COMMISSIONERS CERTIFICATION | | | | |
| <p><i>We hereby certify that the information contained within this County Board of Commissioners Assessment Roll Certification is true and accurate to the best of our knowledge, information and belief. We further certify that the County Board of Commissioners have examined the Assessment Roll of the above mentioned local unit of government and have determined the equalized valuations of the taxable Ad Valorem and Special Acts property to be accurate.</i></p> | | | | |
| Chairperson of the County Board of Commissioners Signature | | | Date | |
| Clerk of the County Board of Commissioners Signature | | | Date | |

(C-20)

L-4037

State Tax Commission Assessment Roll Certification (County Board of Commissioners, CBC)

This form is issued under the authority of the General Property Tax Act, P.A. 206 of 1893, MCL 211.34. Attach original copy to the assessment roll with copies provided to the local unit and county clerk.

| PART 1: ASSESSOR AND LOCAL UNIT INFORMATION (When complete, this form is to be filed with the local unit of government) | | | | |
|--|------------|---------------------------------------|---|------------------------------------|
| Assessing Officer Name CONNIE ANDERSON | | Certification Number R-7502 | Certification Level (MCAO, MAAO, MMAO) MCAO | Tax Year 2011 |
| Local Unit of Government Name MANISTEE | | City or Township TOWNSHIP | County Name MANISTEE | |
| PART 2: CBC ASSESSED VALUED, CAPPED VALUED AND TENTATIVE TAXABLE VALUES AS EQUALIZED - AD VALOREM AND SPECIAL ACTS | | | | |
| ADDING OR DEDUCTING | THE SUM OF | FROM OR TO | PROPERTY CLASS | GIVING ASSESSED VALUE AS EQUALIZED |
| | 0 | 4,494,500 | Real Agriculture | 4,494,500 |
| | 0 | 0 | Real Commercial | 0 |
| | 0 | 0 | Real Industrial | 0 |
| | 0 | 0 | Real Residential | 0 |
| | 0 | 0 | Real Timber Cutover | 0 |
| | 0 | 0 | Real Developmental | 0 |
| | 0 | 4,494,500 | TOTAL REAL PROPERTY | 4,494,500 |
| | 0 | 0 | TOTAL PERSONAL PROPERTY | 0 |
| | 0 | 4,494,500 | TOTAL OF REAL AND PERSONAL PROPERTY | 4,494,500 |
| PART 3: COUNTY BOARD OF COMMISSIONERS CERTIFICATION | | | | |
| <p><i>We hereby certify that the information contained within this County Board of Commissioners Assessment Roll Certification is true and accurate to the best of our knowledge, information and belief. We further certify that the County Board of Commissioners have examined the Assessment Roll of the above mentioned local unit of government and have determined the equalized valuations of the taxable Ad Valorem and Special Acts property to be accurate.</i></p> | | | | |
| Chairperson of the County Board of Commissioners Signature | | | Date | |
| Clerk of the County Board of Commissioners Signature | | | Date | |

(C-21)

L-4037

State Tax Commission Assessment Roll Certification (County Board of Commissioners, CBC)

This form is issued under the authority of the General Property Tax Act, P.A. 206 of 1993, MCL 211.34. Attach original copy to the assessment roll with copies provided to the local unit and county clerk.

| PART 1: ASSESSOR AND LOCAL UNIT INFORMATION (When complete, this form is to be filed with the local unit of government) | | | | |
|---|------------|---------------------------------------|---|------------------------------------|
| Assessing Officer Name H. WAYNE BELDO | | Certification Number R-7989 | Certification Level (MCAO, MAAO, MMAO) CAME 1 | Tax Year 2011 |
| Local Unit of Government Name MAPLE GROVE | | City or Township TOWNSHIP | County Name MANISTEE | |
| PART 2: CBC ASSESSED VALUED, CAPPED VALUED AND TENTATIVE TAXABLE VALUES AS EQUALIZED - AD VALOREM AND SPECIAL ACTS | | | | |
| ADDING OR DEDUCTING | THE SUM OF | FROM OR TO | PROPERTY CLASS | GIVING ASSESSED VALUE AS EQUALIZED |
| | 0 | 121,700 | Real Agriculture | 121,700 |
| | 0 | 0 | Real Commercial | 0 |
| | 0 | 0 | Real Industrial | 0 |
| | 0 | 0 | Real Residential | 0 |
| | 0 | 0 | Real Timber Cutover | 0 |
| | 0 | 0 | Real Developmental | 0 |
| | 0 | 121,700 | TOTAL REAL PROPERTY | 121,700 |
| | 0 | 0 | TOTAL PERSONAL PROPERTY | 0 |
| | 0 | 121,700 | TOTAL OF REAL AND PERSONAL PROPERTY | 121,700 |
| PART 3: COUNTY BOARD OF COMMISSIONERS CERTIFICATION | | | | |
| <i>We hereby certify that the information contained within this County Board of Commissioners Assessment Roll Certification is true and accurate to the best of our knowledge, information and belief. We further certify that the County Board of Commissioners have examined the Assessment Roll of the above mentioned local unit of government and have determined the equalized valuations of the taxable Ad Valorem and Special Acts property to be accurate.</i> | | | | |
| Chairperson of the County Board of Commissioners Signature | | | Date | |
| Clerk of the County Board of Commissioners Signature | | | Date | |

(C-22)

L-4037

**State Tax Commission Assessment Roll Certification
(County Board of Commissioners, CBC)**

This form is issued under the authority of the General Property Tax Act, P.A. 206 of 1893, MCL 211.34. Attach original copy to the assessment roll with copies provided to the local unit and county clerk.

PART 1: ASSESSOR AND LOCAL UNIT INFORMATION
(When complete, this form is to be filed with the local unit of government)

| | | | |
|--|---------------------------------------|---|-------------------------|
| Assessing Officer Name CAROL MERRILL | Certification Number R-7907 | Certification Level (MCAO, MAAO, MMAO) MAAO | Tax Year 2011 |
| Local Unit of Government Name PLEASANTON | City or Township TOWNSHIP | County Name MANISTEE | |

PART 2: CBC ASSESSED VALUED, CAPPED VALUED AND TENTATIVE TAXABLE VALUES AS EQUALIZED - AD VALOREM AND SPECIAL ACTS

| ADDING OR DEDUCTING | THE SUM OF | FROM OR TO | PROPERTY CLASS | GIVING ASSESSED VALUE AS EQUALIZED |
|---------------------|------------|------------|--|------------------------------------|
| | 0 | 282,600 | Real Agriculture | 282,600 |
| | 0 | 0 | Real Commercial | 0 |
| | 0 | 0 | Real Industrial | 0 |
| | 0 | 0 | Real Residential | 0 |
| | 0 | 0 | Real Timber Cutover | 0 |
| | 0 | 0 | Real Developmental | 0 |
| | 0 | 282,600 | TOTAL REAL PROPERTY | 282,600 |
| | 0 | 0 | TOTAL PERSONAL PROPERTY | 0 |
| | 0 | 282,600 | TOTAL OF REAL AND PERSONAL PROPERTY | 282,600 |

PART 3: COUNTY BOARD OF COMMISSIONERS CERTIFICATION

We hereby certify that the information contained within this County Board of Commissioners Assessment Roll Certification is true and accurate to the best of our knowledge, information and belief. We further certify that the County Board of Commissioners have examined the Assessment Roll of the above mentioned local unit of government and have determined the equalized valuations of the taxable Ad Valorem and Special Acts property to be accurate.

| | |
|--|------|
| Chairperson of the County Board of Commissioners Signature | Date |
| Clerk of the County Board of Commissioners Signature | Date |

(C-23)

State Tax Commission Assessment Roll Certification (County Board of Commissioners, CBC)

This form is issued under the authority of the General Property Tax Act, P.A. 206 of 1893, MCL 211.34. Attach original copy to the assessment roll with copies provided to the local unit and county clerk.

PART 1: ASSESSOR AND LOCAL UNIT INFORMATION
(When complete, this form is to be filed with the local unit of government)

| | | | |
|---|---------------------------------------|---|-------------------------|
| Assessing Officer Name MARVIN BLACKFORD | Certification Number R-5260 | Certification Level (MCAO, MAAO, MMAO) MAAO | Tax Year 2011 |
| Local Unit of Government Name SPRINGDALE TOWNSHIP | City or Township TOWNSHIP | County Name MANISTEE | |

PART 2: CBC ASSESSED VALUED, CAPPED VALUED AND TENTATIVE TAXABLE VALUES AS EQUALIZED - AD VALOREM AND SPECIAL ACTS

| ADDING OR DEDUCTING | THE SUM OF | FROM OR TO | PROPERTY CLASS | GIVING ASSESSED VALUE AS EQUALIZED |
|---------------------|------------|------------|--|------------------------------------|
| | 0 | 4,252,600 | Real Agriculture | 4,252,600 |
| | 0 | 0 | Real Commercial | 0 |
| | 0 | 0 | Real Industrial | 0 |
| | 0 | 0 | Real Residential | 0 |
| | 0 | 0 | Real Timber Cutover | 0 |
| | 0 | 0 | Real Developmental | 0 |
| | 0 | 4,252,600 | TOTAL REAL PROPERTY | 4,252,600 |
| | 0 | 0 | TOTAL PERSONAL PROPERTY | 0 |
| | 0 | 4,252,600 | TOTAL OF REAL AND PERSONAL PROPERTY | 4,252,600 |

PART 3: COUNTY BOARD OF COMMISSIONERS CERTIFICATION

We hereby certify that the information contained within this County Board of Commissioners Assessment Roll Certification is true and accurate to the best of our knowledge, information and belief. We further certify that the County Board of Commissioners have examined the Assessment Roll of the above mentioned local unit of government and have determined the equalized valuations of the taxable Ad Valorem and Special Acts property to be accurate.

| | |
|--|------|
| Chairperson of the County Board of Commissioners Signature | Date |
| Clerk of the County Board of Commissioners Signature | Date |

(C-24)

L-4037

**State Tax Commission Assessment Roll Certification
(County Board of Commissioners, CBC)**

This form is issued under the authority of the General Property Tax Act, P.A. 206 of 1893, MCL 211.34. Attach original copy to the assessment roll with copies provided to the local unit and county clerk.

| PART 1: ASSESSOR AND LOCAL UNIT INFORMATION (When complete, this form is to be filed with the local unit of government) | | | | |
|---|------------|---------------------------------------|---|------------------------------------|
| Assessing Officer Name STAN ARMSTRONG | | Certification Number R-5357 | Certification Level (MCAO, MAAO, MMAO) MCAO | Tax Year 2011 |
| Local Unit of Government Name STRONACH | | City or Township TOWNSHIP | County Name MANISTEE | |
| PART 2: CBC ASSESSED VALUED, CAPPED VALUED AND TENTATIVE TAXABLE VALUES AS EQUALIZED -- AD VALOREM AND SPECIAL ACTS | | | | |
| ADDING OR DEDUCTING | THE SUM OF | FROM OR TO | PROPERTY CLASS | GIVING ASSESSED VALUE AS EQUALIZED |
| | 0 | 530,200 | Real Agriculture | 530,200 |
| | 0 | 0 | Real Commercial | 0 |
| | 0 | 1,816,400 | Real Industrial | 1,816,400 |
| | 0 | 0 | Real Residential | 0 |
| | 0 | 0 | Real Timber Cutover | 0 |
| | 0 | 0 | Real Developmental | 0 |
| | 0 | 2,146,600 | TOTAL REAL PROPERTY | 2,146,600 |
| | 0 | 3,564,100 | TOTAL PERSONAL PROPERTY | 3,564,100 |
| | 0 | 5,710,700 | TOTAL OF REAL AND PERSONAL PROPERTY | 5,710,700 |
| PART 3: COUNTY BOARD OF COMMISSIONERS CERTIFICATION | | | | |
| <i>We hereby certify that the information contained within this County Board of Commissioners Assessment Roll Certification is true and accurate to the best of our knowledge, information and belief. We further certify that the County Board of Commissioners have examined the Assessment Roll of the above mentioned local unit of government and have determined the equalized valuations of the taxable Ad Valorem and Special Acts property to be accurate.</i> | | | | |
| Chairperson of the County Board of Commissioners Signature | | | Date | |
| Clerk of the County Board of Commissioners Signature | | | Date | |

(C-25)

L-4037

**State Tax Commission Assessment Roll Certification
(County Board of Commissioners, CBC)**

This form is issued under the authority of the General Property Tax Act, P.A. 206 of 1893, MCL 211.34. Attach original copy to the assessment roll with copies provided to the local unit and county clerk.

PART 1: ASSESSOR AND LOCAL UNIT INFORMATION
(When complete, this form is to be filed with the local unit of government)

| | | | |
|--|---------------------------------------|---|-------------------------|
| Assessing Officer Name JULIE BEARDSLEE | Certification Number R-2368 | Certification Level (MCAO, MAAO, MMAO) MAAO | Tax Year 2011 |
| Local Unit of Government Name MANISTEE | City or Township CITY | County Name MANISTEE | |

PART 2: CBC ASSESSED VALUED, CAPPED VALUED AND TENTATIVE TAXABLE VALUES AS EQUALIZED - AD VALOREM AND SPECIAL ACTS

| ADDING OR DEDUCTING | THE SUM OF | FROM OR TO | PROPERTY CLASS | GIVING ASSESSED VALUE AS EQUALIZED |
|---------------------|------------|------------|--|------------------------------------|
| | 0 | 0 | Real Agriculture | 0 |
| | 0 | 0 | Real Commercial | 0 |
| | 0 | 1,299,200 | Real Industrial | 1,299,200 |
| | 0 | 0 | Real Residential | 0 |
| | 0 | 0 | Real Timber Cutover | 0 |
| | 0 | 0 | Real Developmental | 0 |
| | 0 | 1,299,200 | TOTAL REAL PROPERTY | 1,299,200 |
| | 0 | 166,400 | TOTAL PERSONAL PROPERTY | 166,400 |
| | 0 | 1,465,600 | TOTAL OF REAL AND PERSONAL PROPERTY | 1,465,600 |

PART 3: COUNTY BOARD OF COMMISSIONERS CERTIFICATION

We hereby certify that the information contained within this County Board of Commissioners Assessment Roll Certification is true and accurate to the best of our knowledge, information and belief. We further certify that the County Board of Commissioners have examined the Assessment Roll of the above mentioned local unit of government and have determined the equalized valuations of the taxable Ad Valorem and Special Acts property to be accurate.

| | |
|--|------|
| Chairperson of the County Board of Commissioners Signature | Date |
| Clerk of the County Board of Commissioners Signature | Date |

THE CIRCUIT COURT

FAMILY DIVISION



STATE OF MICHIGAN
19TH JUDICIAL CIRCUIT
MANISTEE AND BENZIE COUNTIES

THE FRIEND OF THE COURT
DAVID A. THOMPSON, J.D.
DIRECTOR OF FAMILY DIVISION SERVICES

A handwritten signature in black ink, appearing to read 'Russ Pomeroy'.

KERRY MERKEY
MICSES SPEC./ADMIN. SEC., MANISTEE

LISA NICKLESON
MICSES SPEC., MANISTEE

KAREN FELICZAK
MICSES SPEC., MANISTEE

JILL TOOLEY
MICSES SPEC., BENZIE

MANISTEE COUNTY COURTHOUSE
415 THIRD ST.
MANISTEE, MI 49880
231-723-7242
FAX: 231-398-2019

BENZIE COUNTY GOVERNMENT CENTER
P. O. BOX 70
BEULAH, MI 49817
231-882-0023
FAX: 231-882-0040
1-800-615-1327

JAMES M. BATZER
CIRCUIT JUDGE

THOMAS N. BRUNNER
PROBATE JUDGE

NANCY A. KIDA
PROBATE JUDGE

KRIS A. RANDALL
CIRCUIT COURT ADMINISTRATOR

JOHN MEAD, J.D. L.L.M.
REFEREE

CONSTANCE M. MILLER
DEPUTY FRIEND OF THE COURT

CAROL BENITEZ
DEPUTY FRIEND OF THE COURT

MARLENE PARKER
DEPUTY FRIEND OF THE COURT

March 21, 2011

(APPENDIX D-1)

**Thomas Kaminski
Manistee County Controller/Administrator
415 Third Street
Manistee MI 49660**

Dear Tom:

After discussions with Mr. Pomeroy, I am formally requesting a budget amendment with regards to fund 264, the Manistee Counseling Services Fund.

Please increase the projected revenue to \$3,000.00 and increase the projected expenditure to \$3,000.00.

It is my understanding that the requested amendments are necessary for audit purposes.

If you have any questions, please do not hesitate to call me.

Sincerely,

A handwritten signature in black ink, appearing to read 'David A. Thompson'.

**David A. Thompson
Friend of the Court**

DAT:km

cc: Russ Pomeroy

(D-2)

Family Counseling Fund

| GL NUMBER | DESCRIPTION | 10-11 ADOPTED BUDGET |
|--|----------------------------|----------------------------|
| ESTIMATED REVENUES | | |
| Dept 000-GENERAL 264-000-400.000 | REVENUE CONTROL | 1,500 |
| 264-000-699.000 | MISC. REVENUE | 500 |
| Totals for dept 000-GENERAL | | 2,000 |
| TOTAL ESTIMATED REVENUES | | 2,000 |
| APPROPRIATIONS | | |
| Dept 000-GENERAL 264-000-700.000 | EXPENDITURE CONTROL | 0 |
| 264-000-800.001 | PROFESSIONAL SERVICES | 2,000 |
| 264-000-999.020 | TRANSFER OUT - OTHER FUNDS | 0 |
| Totals for dept 000-GENERAL | | 2,000 |
| TOTAL APPROPRIATIONS | | 2,000 |
| NET OF REVENUES/APPROPRIATIONS - FUND 264 | | |
| BEGINNING FUND BALANCE | | |
| ENDING FUND BALANCE | | |



(APPENDIX E)

OFFICE OF
CONTROLLER/
ADMINISTRATOR

231-398-3500 • Fax 231-723-1795

www.manisteecountymi.gov

Manistee County Courthouse • 415 Third Street • Manistee, Michigan 49660

MEMORANDUM

TO: Manistee County Board of Commissioners
FROM: Karen M. Molby, Personnel Officer/Administrative Assistant *KMM*
DATE: April 4, 2011
RE: Unused Accumulated Vacation, Sick Time and Personal Day Payment

Employee Name: William Joseph
Department: 19th Judicial Circuit Court - Family Division
Employee #: 1370
Hourly Rate: \$24.65
Termination Date: April 1, 2011

2011 Unused Vacation Hours: 152.0
2012 Earned Vacation Hours: 47.0
2011 Unused Accumulated Sick Hours: 0.00
2011 Unused Personal Day Hours: 45.0

2011 Unused Vacation Payment: \$3,746.80
2012 Earned Vacation Payment: \$1,158.55
2011 Unused Sick Time Payment: \$0.00
2011 Unused Personal Day Payment: \$1,109.25

2011 Unused Cleaning Allowance Due County: \$0.00
2011 Shift Differential Due Employee: \$0.00

Total Amount Due: \$6,014.61

Payment to be made from the "Employee Separations" Account #298 000 701.001.

Approved for payment by the Manistee County Board of Commissioners on Tuesday,
April 26, 2011.

Jim Krolczyk, County Board Chairperson



Manistee County Courthouse • 415 Third Street • Manistee, Michigan 49660

(APPENDIX F)

OFFICE OF
CONTROLLER/
ADMINISTRATOR
231-398-3500 • Fax 231-723-1795
www.manisteecountymi.gov

MEMORANDUM

TO: Manistee County Board of Commissioners
FROM: Karen M. Molby, Personnel Officer/Administrative Assistant *KMM*
DATE: April 12, 2011
RE: Unused Accumulated Vacation, Sick Time and Personal Day Payment

Employee Name: James Taylor
Department: Sheriff's Office/Jail
Employee #: 1517
Hourly Rate: \$18.89
Retirement Date: April 11, 2011

2011 Unused Vacation Hours: 0.0
2012 Earned Vacation Hours: 16.00
2011 Unused Accumulated Sick Hours: 0.0
2011 Unused Personal Day Hours: 0.0

2011 Unused Vacation Payment: \$0.00
2012 Earned Vacation Payment: \$302.24
2011 Unused Sick Time Payment: \$0.00
2011 Unused Personal Day Payment: \$0.00

2011 Unused Cleaning Allowance Due County: (-\$300.00)
2011 Shift Differential Due Employee: \$100.00

Total Amount Due: \$102.24

Payment to be made from the "Employee Separations" Account #298 000 701.001.

Approved for payment by the Manistee County Board of Commissioners on Tuesday,
April 26, 2011.

Jim Krolczyk, County Board Chairperson