



Manistee County Board of Commissioners

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

CHAIRPERSON
Jeffrey Dontz
VICE-CHAIRPERSON
Karen Goodman

Margaret Batzer
Mark Bergstrom
Pauline Jaquish
Gene Lagerquist
Richard Schmidt

CLERK

Jill Nowak
(231) 723-3331

CONTROLLER/ADMINISTRATOR

David A. Kieft, Jr.
(231) 398-3504

WAYS & MEANS COMMITTEE MINUTES

Wednesday, January 15, 2020
8:30 a.m.

Manistee County Courthouse & Government Center
Board of Commissioners Meeting Room

MINUTES

Members Present: Margaret Batzer and Richard Schmidt, Chairperson

Members Absent: Mark Bergstrom

Others Present: David Kieft Jr., County Administrator/Controller; Rachel Nelson, County Treasurer; Susan Zielinski, Finance Officer; Bruce Schimke, Maintenance Supervisor; and Jill M. Nowak, County Clerk.

The meeting was called to Order at 8:30 a.m.

NOTE - Items requiring Board Action are indicated in BOLD

PUBLIC COMMENT

None

FINANCE REPORT

Susan Zielinski, Finance Officer, presented the Committee with Claiming Summaries for December 6, 2019 through January 13, 2020, and a summary of the On-Demand checks for their review and approval (Appendix A). The totals are as follows:

| | |
|---------------------------|--------------|
| 101 General Fund..... | \$163,350.29 |
| 201 County Road Fund..... | 0.00 |
| 208 Park/Recreation..... | 0.00 |

| | |
|--|------------|
| 215 Friend of the Court Fund..... | 0.00 |
| 216 Department Contingency Fund..... | 0.00 |
| 220 Local Revenue Sharing Grant Fund..... | 4,000.00 |
| 225 Recycling Fund..... | 720.00 |
| 234 Judicial Technology Fund..... | 0.00 |
| 235 District Court Services Fund..... | 0.00 |
| 236 Maintenance of Effort Fund..... | 0.00 |
| 238 Land Bank Authority Fund..... | 0.00 |
| 239 NF&W Foundation Grant..... | 0.00 |
| 241 AIS Grant Fund..... | 0.00 |
| 242 Bear Lake Improvement Fund..... | 0.00 |
| 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..... | 0.00 |
| 252 PRE Audit Fund..... | 0.00 |
| 253 Remonumentation Fund..... | 4,111.00 |
| 254 Medical Care Depreciation Fund..... | 0.00 |
| 255 Brownfield Site Assessment Fund..... | 0.00 |
| 256 Register of Deeds Automation Fund..... | 503.80 |
| 257 Budget Stabilization Fund..... | 0.00 |
| 258 Mounted Search and Rescue..... | 0.00 |
| 259 Indigent Defense Fund..... | 3,037.71 |
| 260 Health Insurance Fund..... | 136,250.23 |
| 261 9-1-1 Service Fund..... | 0.00 |
| 262 Dive Equipment Fund..... | 0.00 |
| 263 Sheriff's Office Forfeited Assets Fund..... | 0.00 |
| 264 Family Counseling Services Fund..... | 0.00 |
| 265 Juvenile Drug Court Fund..... | 0.00 |
| 266 Law Enforcement Training Fund..... | 995.18 |
| 267 Concealed Pistol Licensing Fund..... | 0.00 |
| 268 Homeland Security Grant Fund..... | 0.00 |
| 269 Law Library Fund..... | 1,815.59 |
| 270 Corrections Officer Training Fund..... | 1,100.00 |
| 271 County Library Fund..... | 0.00 |
| 272 County Library Trust Fund..... | 0.00 |
| 274 OHSP Grant Funds..... | 0.00 |
| 275 Dial-A-Ride Fund..... | 0.00 |
| 276 Forestry Fund..... | 0.00 |
| 277 Air Photo Fund..... | 0.00 |
| 278 LEPC Grant Fund..... | 0.00 |
| 279 Economic Development - Housing Fund..... | 0.00 |
| 280 MSHDA Grant Fund..... | 0.00 |
| 281 Law Enforcement Technology Fund..... | 0.00 |
| 282 Community Wildfire Grant Fund..... | 0.00 |
| 283 F.I.A. Benzie County..... | 0.00 |

| | |
|---|------------|
| 284 Community Corrections Fund | 750.00 |
| 285 Drunk Driving Case Flow Fund..... | 0.00 |
| 286 Juvenile Intervention Fund | 0.00 |
| 287 Juvenile Accountability Fund | 0.00 |
| 290 Department of Human Services Fund..... | 0.00 |
| 292 Child Care Fund..... | 20,002.34 |
| 293 Soldiers & Sailors Relief Fund | 0.00 |
| 294 Veterans Trust Fund..... | 0.00 |
| 295 Airport Authority Fund..... | 0.00 |
| 296 Juvenile Justice Fund | 1,250.00 |
| 297 Compensated Services Fund..... | 146,428.89 |
| 298 County Employee Separation Fund | 19,890.00 |
| 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 | 0.00 |
| 362 Jail Building Bond | 0.00 |
| 368 Library Loan Fund | 0.00 |
| 369 Building Authority Debt Fund..... | 0.00 |
| 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 |
| 606 Tax Revolving Fund | 0.00 |
| 609 2009 Tax Revolving Fund | 0.00 |
| 610 2010 Tax Revolving Fund | 0.00 |
| 611 2011 Tax Revolving Fund | 0.00 |
| 612 Delinquent Taxes | 0.00 |
| 613 2013 Tax Revolving Fund | 0.00 |
| 614 2014 Tax Revolving Fund | 0.00 |
| 615 2015 Tax Revolving Fund | 0.00 |
| 616 2016 Tax Revolving Fund | 0.00 |
| 617 2017 Tax Revolving Fund | 0.00 |
| 618 2018 Tax Revolving Fund | 0.00 |
| 620 Foreclosure Fund | 260.54 |
| 701 Trust and Agency..... | 14,353.01 |
| 702 OPEB Trust Fund..... | 0.00 |
| 801 Drain Fund | 0.00 |

Total: \$518,818.58

(includes 2 acct. payable runs; on demand checks): \$135,176.15

Payroll for the period of Dec. 6, 2019 thru Jan. 13, 2020 + \$790,321.00
(incl. 3 payrolls; Longevity, Shift Premium Pay, and Cleaning Allowance Payouts)

Total to be Claimed and allowed January 21, 2020

\$1,309,139.58

Moved by Batzer, seconded by Schmidt to recommend the approval of the on-demand checks, bills and payroll, be accepted in the amount of \$1,309,139.58; and that the same be placed on file. Ayes: All. Motion Carried.

REVIEW WAYS & MEANS COMMITTEE DUTIES FROM THE RULES OF ORDER AND PROCEDURES

Review Ways & Means Committee duties from the Rules of Order and Procedure of the Manistee County Board of Commissioners and recommend approval of any necessary changes. (Appendix B)

It was agreed that the updates from 2019 be done to the Rules of Order and Procedures before they can be reviewed and updated for 2020. It was asked that this be placed back on the Ways & Means Committee Meeting Agenda next month.

PAYMENT OF UNUSED VACATION, SICK AND PERSONAL HOURS

Payment of unused accumulated vacation, sick and personal hours to Kenneth Falk, former Undersheriff, who became the appointed Sheriff of Manistee County effective January 1, 2020 = \$7,252.65 (Appendix C).

Moved by Batzer, seconded by Schmidt to recommend the payment of unused vacation, sick and personal hours to Kenneth Falk, former Undersheriff, who became the appointed Sheriff of Manistee County effective January 1, 2020 = \$7,252.65; to be paid from the Employee Separation Account #298 000 701.001. Ayes: All. Motion Carried.

LEASE AGREEMENT BETWEEN MANISTEE COUNTY AND JOWETT FUNERAL HOME

Dave Kieft Jr., County Administrator/Controller, requested review and consideration of a new three (3) year Use of Space Agreement between Manistee County and Jowett Funeral Home. The original agreement was executed in April 2017 and expired on December 31, 2019. The terms of this agreement would remain the same as they currently are. (Appendix D) This space is used by the Medical Examiner to perform autopsies.

Moved by Batzer, seconded by Schmidt to recommend the approval of the three (3) year Use of Space Agreement between Manistee County and Jowett Funeral Home effective January 1, 2020 through December 31, 2022 with the same terms as the previous Agreement. Ayes: All. Motion Carried.

SOUND SYSTEM IN THE COUNTY BOARD OF COMMISSIONERS ROOM

Dave Kieft Jr., County Administrator/Controller, requested review and consideration of a quote from Instrumental Music and Sound, to purchase and install a sound system in the Board of Commissioners Room. (Appendix E) This wireless system is being used at a local township and works well. It was requested to see if the system would be upgradeable in the future, and what the cost would be, to be capable of recording meetings and then the recordings could be retrieved from that system. Mr. Schimke will check into the recording availability matter.

Moved by Batzer, seconded by Schmidt to recommend the approval of the bid from Instrumental Music and Sound to purchase and install a wireless sound system in the County Board of Commissioners Room in the amount of \$2,556.50; to be paid from the Board of Commissioners Contingency Fund. Ayes: All. Motion Carried.

MILLAGE PROPOSITION FOR THE MANISTEE COUNTY MEDICAL CARE FACILITY

The Manistee County Medical Care Facility is requesting that a millage proposition be added to the May 2020 ballot, to be used as payment of the financial obligation of the County of Manistee for the support and operation of the Manistee County Medical Care Facility. (Appendix F) Mr. Kieft referred to email correspondence between Jill Nowak, County Clerk, Joe Coleman, MCMCF Administrator and himself concerning correct verbiage, dollar amounts etc. No one from the Medical Care Facility was able to attend the Ways & Means Committee meeting. The Committee recommended that a representative from the Medical Care Facility be in attendance at the County Board meeting on Tuesday, January 21, 2020 with the correct verbiage to present to the full County Board.

MICHIGAN MEDICAL MARIHUANA OPERATIONS AND OVERSIGHT GRANT

Dave Kieft Jr., County Administrator/Controller, requested review and consideration to accept a Michigan Medical Marihuana Operation and Oversight Grant between the State of Michigan Department of Licensing and Regulatory Affairs and Manistee County. The purpose of the Grant is to provide funding to counties to be used for education, communication, and outreach regarding the Michigan Medical Marihuana Act. This grant would be administered by District Health Department #10. (Appendix G) The Health Department would help prepare the application and reports, but the County would do the reporting. The grant period is from January 1, 2020 to September 15, 2020 in the amount of \$4,762.

Moved by Batzer, seconded by Schmidt to recommend the acceptance of the Michigan Medical Marihuana Operation and Oversight Grant between the State of Michigan Department of Licensing and Regulatory Affairs and Manistee County. The grant period is from January 1, 2020 to September 15, 2020 in the amount of \$4,762. Ayes: All. Motion Carried.

COUNTY ADMINISTRATOR CONTINGENCY FUND TRANSFER

Dave Kieft Jr., County Administrator/Controller, requested a transfer of funds not to exceed \$1,200, from the County Administrator's Contingency Fund line item (line item #216 000 390.002) to the General Fund, to pay the Administrator's Office Administrative Assistant additional wages to perform the accounts payable function within the Administrator's Office for the next seven (7) pay periods. Mr. Kieft explained that although Rachel Nelson worked with the Finance Officer for a brief time, there was not enough time for her to absorb the duties of the Finance Officer. If the Administrative Assistant can help with the accounts payable function portion of the job, this would free up time for the Finance Officer to become familiar with the other aspects of her job. Mr. Kieft explained that there is more to the Finance Officers position than thought and in the future, he may possibly ask to restructure some duties of this position. The Committee requested additional information as to the amount allocated, the rate of pay with and without the additional duties, how many hours for which duties and how the additional pay would be disbursed, every week/every other week in correlation to payables. (Appendix I)

Moved by Batzer, seconded by Schmidt to recommend the information be forwarded to the full Board which would include more detailed information. Ayes: All. Motion Carried.

SCHEDULE 2020 COMMITTEE MEETING DATES AND TIMES

The February meeting of the Ways & Means Committee will be held on Wednesday, February 5, 2020 at 8:30 a.m. Future meetings will be scheduled at that meeting when all members are present.

OTHER ITEMS FROM COMMITTEE MEMBERS

Rachel Nelson, County Treasurer, appeared before the Committee to request use of Treasurer Contingency Funds (line item #216 000 390.011) which has a current balance of \$8,895.07, for a new laptop. The new laptop that would be used when Ms. Nelson is meeting with taxpayers outside of her office. Ms. Nelson needs access to BS&A in order to review the tax information while she is working with the taxpayer. Mr. McLellan, IT Contractor, received two (2) quotes. Ms. Nelson recommends the lower quote from Jackpine in the amount of \$729.99. (Appendix J). In review of quotes, the Committee asked if the computer was adequate for what she needed. It may be needed to be upgraded to the next gig which would cost a little more.

Moved by Batzer, seconded by Schmidt to recommend the approval of up to \$1,100 to purchase a sufficient laptop for the County Treasurer's use; to be paid from the Treasurer's Contingency line item # 216 000 390.011. Ayes: All. Motion Carried.

Dave Kieft reported that the Auditors were working here at the County last week. After all is reviewed, Mr. Kieft and Susan Zielinski, Finance Officer, will provide information at next month's meeting concerning Contingency Fund balances, whether the budgeted amount from the Budget Stabilization Fund needs to be transferred and possible surplus. Mr. Kieft preliminarily reported that the \$137,000 budgeted fund balance transfer from the Budget Stabilization Fund may not be needed. An additional transfer to MERS of \$85,000 was made.

Mr. Schmidt reported that MAC representation is changing where Counties north of M-46 are now being represented. Ms. Batzer requested talking points from MAC are needed for Counties. The MACC Legislative Conference is April 15, 16, 17, 2020.

The meeting was adjourned at the Call of the Chair at 9:30 a.m.


Richard Schmidt, Chairperson


Margaret Batzer

ABSENT
Mark Bergstrom

APPENDIX A

| FUND # | FUND NAME | 12/06/2019 THRU 01/13/2020 | ON DEMAND | TOTAL |
|---|-----------------------------------|----------------------------------|---------------|-----------------|
| 101 | GENERAL FUND | \$ 163,350.29 | | \$ 163,350.29 |
| 220 | LOCAL REVENUE SHARING GRANT FUND | \$ 4,000.00 | | \$ 4,000.00 |
| 225 | RECYCLING FUND | \$ 720.00 | | \$ 720.00 |
| 253 | REMONUMENTATION FUND | \$ 4,111.00 | | \$ 4,111.00 |
| 256 | REGISTER OF DEEDS AUTOMATION FUND | \$ 503.80 | | \$ 503.80 |
| 259 | INDIGENT DEFENSE FUND | \$ 3,037.71 | | \$ 3,037.71 |
| 260 | HEALTH INSURANCE FUND | \$ 136,250.23 | | \$ 136,250.23 |
| 266 | LAW ENFORCEMENT TRAINING FUND | \$ 995.18 | | \$ 995.18 |
| 269 | LAW LIBRARY FUND | \$ 1,815.59 | | \$ 1,815.59 |
| 270 | CORRECTIONS OFFICER TRAINING FUND | \$ 1,100.00 | | \$ 1,100.00 |
| 284 | COMMUNITY CORRECTIONS - 511 | \$ 750.00 | | \$ 750.00 |
| 292 | CHILD CARE FUND | \$ 20,002.34 | | \$ 20,002.34 |
| 296 | JUVENILE JUSTICE FUND | \$ 1,250.00 | | \$ 1,250.00 |
| 297 | COMPENSATED SERVICES FUND | \$ 11,252.74 | \$ 135,176.15 | \$ 146,428.89 |
| 298 | COUNTY EMPLOYEE SEPERATION FUND | \$ 19,890.00 | | \$ 19,890.00 |
| 620 | FORECLOSURE FUND | \$ 260.54 | | \$ 260.54 |
| 701 | TRUST & AGENCY FUND | \$ 14,353.01 | | \$ 14,353.01 |
| TOTALS | | \$ 383,642.43 | \$ 135,176.15 | \$ 518,818.58 |
| (Includes 2 accounts payable runs; on demand checks) | | | | |
| TOTAL PAYROLL FOR 12/06/19 THRU 01/13/20 | | | | \$ 790,321.00 |
| (Includes 3 payrolls; Longevity, Shift Premium Pay, and Cleaning Allowance Payouts.) | | | | |
| GRAND TOTAL | | | | \$ 1,309,139.58 |

A-2 053260

Vendor: 1150 ALERUS FINANCIAL

Check #: 00000053260 12/13/19

| Date | Invoice | Description/Detail | Amount |
|------|-----------------|---------------------------------------|-----------|
| | 297-000-995.000 | MISC. EXPENSE - MERS DC PLAN NOV 2019 | 15,765.21 |

Total: 15,765.21

Vendor: 1150 ALERUS FINANCIAL

Check #: 00000053260 12/13/19

| Date | Invoice | Description/Detail | Amount |
|------|-----------------|---------------------------------------|-----------|
| | 297-000-995.000 | MISC. EXPENSE - MERS DC PLAN NOV 2019 | 15,765.21 |

Total: 15,765.21

COUNTY OF MANISTEE • Manistee County Courthouse • Manistee, Michigan 49660

WARNING: DO NOT CASH UNLESS LOGO APPEARS IN BACKGROUND OF CHECK



COUNTY OF MANISTEE
MANISTEE COUNTY COURTHOUSE
415 THIRD STREET
MANISTEE, MICHIGAN 49660

WEST SHORE BANK
LUDINGTON, MICHIGAN
74-829/724

053260

NOT VALID 90 DAYS FROM DATE

Date: 12/13/19

AMOUNT
\$15,765.21

PAY

Fifteen Thousand Seven Hundred Sixty-Five and 21/100 Dollars**

TO THE
ORDER
OF

ALERUS FINANCIAL
ATTN: CONTRIBUTION MERS
P.O. BOX 64535
SAINT PAUL

MN 55164-0535

COUNTY CLERK

NOT NEGOTIABLE UNLESS SIGNED BY COUNTY TREASURER

WARNING: DO NOT CASH UNLESS "ORIGINAL DOCUMENT" APPEARS ON BACK OF CHECK

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 DB: Manistee

INVOICE GL DISTRIBUTION REPORT FOR MANISTEE COUNTY
 POST DATES 12/06/2019 - 01/13/2020
 BOTH JOURNALIZED AND UNJOURNALIZED
 BOTH OPEN AND PAID

A-3

| GL Number | Invoice Line Desc | Vendor | Invoice Description | Amount | Check # |
|--|---------------------------------|---------------------------|--|-----------------|---------|
| Fund 101 GENERAL FUND | | | | | |
| Dept 101 COMMISSIONERS | | | | | |
| 101-101-807.000 | DUES | NACO | 2020 MEMBERSHIP DUES | 495.00 | 53330 |
| 101-101-901.000 | ADVERTISING | PIONEER GROUP | BOARDS & COMMISSIONS | 304.80 | 53302 |
| Total For Dept 101 COMMISSIONERS | | | | 799.80 | |
| Dept 103 GENERAL SERVICES/CONTINGENCIES | | | | | |
| 101-103-727.000 | EMPLOYEE RECOGNITION EXPENSE | JULIE SCHNELING | REIMBURSEMENT FOR EXPENSES | 14.84 | 53306 |
| 101-103-727.000 | EMPLOYEE RECOGNITION EXPENSE | ZUPIN CATERING LLC | EMPLOYEE RECOGNITION EXPENSE | 936.00 | 53365 |
| 101-103-727.000 | EMPLOYEE RECOGNITION EXPENSE | FIRST CONGREGATION CHURCH | HALL RENTAL FOR LUNCHEON 12/17/19 | 25.00 | 53374 |
| 101-103-727.010 | CENTRAL SUPPLY | JACKPINE BUSINESS CENTER | RETURN | (23.76) | 53299 |
| 101-103-733.000 | COPY SUPPLIES | JACKPINE BUSINESS CENTER | COPY PAPER | 577.05 | 53299 |
| 101-103-733.000 | COPY SUPPLIES | JACKPINE BUSINESS CENTER | COPY PAPER | 190.22 | 53298 |
| 101-103-806.000 | ATTORNEY FEES | COHL, STOKER & TOSKEY, P | LEGAL RE: JUNION, M.E., ECT | 95.00 | 53286 |
| 101-103-806.001 | CONFLICT ATTORNEY FEES | WILLIAM GRANT | CT APPT ATTY. 19-0511-FY | 247.50 | 53298 |
| 101-103-806.001 | CONFLICT ATTORNEY FEES | WILLIAM GRANT | CT APPT ATTY - 17-4759-FH | 330.00 | 53298 |
| 101-103-806.001 | CONFLICT ATTORNEY FEES | PATRICK DOUGHERTY | 19-0268-FY | 262.85 | 53289 |
| 101-103-806.001 | CONFLICT ATTORNEY FEES | PATRICK DOUGHERTY | 19-0268-FY | 780.00 | 53289 |
| 101-103-820.000 | PRE-EMPLOYMENT EXAMS | KHM PROVIDER NETWORK | PRE-EMPLOYMENT EXAM | 175.00 | 53362 |
| 101-103-850.000 | TELEPHONE | A T & T | 231 398-3249 245 6 ALARM SYSTEM | 142.48 | 53408 |
| 101-103-930.001 | COPIER LEASE PAYMENT | XEROX CORPORATION | CIRCUIT COURT BASE/ COPIES DECEMBER | 59.68 | 53363 |
| 101-103-930.001 | COPIER LEASE PAYMENT | XEROX CORPORATION | PROBATE COURT BASE/ COPIES DECEMBER | 39.93 | 53363 |
| 101-103-930.001 | COPIER LEASE PAYMENT | XEROX CORPORATION | JAIL BASE/ COPIES DECEMBER 2019 | 79.22 | 53363 |
| 101-103-930.001 | COPIER LEASE PAYMENT | XEROX CORPORATION | REG OF DEEDS BASE/ COPIES DECEMBER | 104.86 | 53363 |
| 101-103-930.001 | COPIER LEASE PAYMENT | XEROX CORPORATION | DISTRICT COURT BASE/ COPIES DECEMBER | 166.22 | 53363 |
| 101-103-930.001 | COPIER LEASE PAYMENT | XEROX CORPORATION | PLANNING BASE/ COPIES NOVEMBER 2019 | 366.49 | 53363 |
| 101-103-930.001 | COPIER LEASE PAYMENT | XEROX CORPORATION | CLERKS OFFICE BASE/ COPIES NOVEMBER | 363.72 | 53363 |
| 101-103-930.001 | COPIER LEASE PAYMENT | XEROX CORPORATION | SHERIFF'S OFFICE BASE/ COPIES NOVEMBER | 256.30 | 53363 |
| 101-103-930.001 | COPIER LEASE PAYMENT | XEROX CORPORATION | CIRCUIT COURT BASE/ COPIES NOVEMBER | 135.34 | 53363 |
| 101-103-930.001 | COPIER LEASE PAYMENT | XEROX CORPORATION | PROBATE COURT BASE/ COPIES NOVEMBER | 139.21 | 53363 |
| 101-103-930.001 | COPIER LEASE PAYMENT | XEROX CORPORATION | EQUALIZATION BASE/ COPIES NOVEMBER | 164.47 | 53363 |
| Total For Dept 103 GENERAL SERVICES/CONTINGENCIES | | | | 5,627.62 | |
| Dept 131 CIRCUIT COURT | | | | | |
| 101-131-727.000 | OFFICE SUPPLIES | JACKPINE BUSINESS CENTER | SUPPLIES/TONER | 162.97 | 53299 |
| 101-131-727.000 | OFFICE SUPPLIES | PROFILE | OFFICE SUPPLIES | 80.00 | 53332 |
| 101-131-727.000 | OFFICE SUPPLIES | PURE WATER WORKS | SUPPLIES | 10.50 | 53339 |
| 101-131-727.000 | OFFICE SUPPLIES | PURE WATER WORKS | SUPPLIES | 10.50 | 53339 |
| 101-131-727.000 | OFFICE SUPPLIES | PURE WATER WORKS | SUPPLIES | 10.50 | 53339 |
| 101-131-727.000 | OFFICE SUPPLIES | PURE WATER WORKS | WATER JUGS | 26.00 | 53414 |
| 101-131-802.001 | TRANSCRIPTS-BENIZIE COUNTY | CHRISTINE M. LYSTER | TRANSCRIPTS | 389.15 | 53309 |
| 101-131-805.003 | CT. APPT. ATTY. - NEGLECT/ABUSE | WILLIAM GRANT | CT APPT ATTY - NOVEMBER 2019 | 1,687.50 | 53173 |
| 101-131-805.003 | CT. APPT. ATTY. - NEGLECT/ABUSE | PATRICK DOUGHERTY | CT APPT ATTY 19-03-NA | 300.00 | 53289 |
| 101-131-805.003 | CT. APPT. ATTY. - NEGLECT/ABUSE | PATRICK DOUGHERTY | CT APPT ATTY - 14-28-DL | 230.00 | 53289 |
| 101-131-805.003 | CT. APPT. ATTY. - NEGLECT/ABUSE | NORTH POINTE LEGAL PLLC | IN RE: 16-34-NA | 210.00 | 53347 |
| 101-131-805.003 | CT. APPT. ATTY. - NEGLECT/ABUSE | NORTH POINTE LEGAL PLLC | IN RE: 17-17-NA | 15.00 | 53347 |
| 101-131-805.003 | CT. APPT. ATTY. - NEGLECT/ABUSE | NORTH POINTE LEGAL PLLC | IN RE: 19-05-NA | 15.00 | 53347 |
| 101-131-805.003 | CT. APPT. ATTY. - NEGLECT/ABUSE | NORTH POINTE LEGAL PLLC | IN RE: 17-04-NA | 502.50 | 53347 |
| 101-131-805.003 | CT. APPT. ATTY. - NEGLECT/ABUSE | NORTH POINTE LEGAL PLLC | IN RE: 17-34-NA | 112.50 | 53347 |
| 101-131-805.003 | CT. APPT. ATTY. - NEGLECT/ABUSE | NORTH POINTE LEGAL PLLC | IN RE: 16-07-NA | 150.00 | 53347 |
| 101-131-805.003 | CT. APPT. ATTY. - NEGLECT/ABUSE | NORTH POINTE LEGAL PLLC | IN RE: 19-15-NA | 37.50 | 53347 |
| 101-131-805.003 | CT. APPT. ATTY. - NEGLECT/ABUSE | NORTH POINTE LEGAL PLLC | IN RE: 18-43-NA | 37.50 | 53347 |
| 101-131-805.003 | CT. APPT. ATTY. - NEGLECT/ABUSE | NORTH POINTE LEGAL PLLC | IN RE: 19-28-NA | 187.50 | 53347 |
| 101-131-805.003 | CT. APPT. ATTY. - NEGLECT/ABUSE | NORTH POINTE LEGAL PLLC | IN RE: 19-13-NA | 120.00 | 53347 |
| 101-131-805.003 | CT. APPT. ATTY. - NEGLECT/ABUSE | NORTH POINTE LEGAL PLLC | IN RE: 18-45-NA | 240.00 | 53347 |

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 User: SAZIELINSKI
 DB: Manistee

INVOICE GL DISTRIBUTION REPORT FOR MANISTEE COUNTY
 POST DATES 12/06/2019 - 01/13/2020
 BOTH JOURNALIZED AND UNJOURNALIZED
 BOTH OPEN AND PAID

A-4

| GL Number | Invoice Line Desc | Vendor | Invoice Description | Amount | Check # |
|------------------------|---------------------------------|-------------------------|---------------------|----------|---------|
| Fund 101 GENERAL FUND | | | | | |
| Dept 131 CIRCUIT COURT | | | | | |
| 101-131-805.003 | CT. APPT. ATTY. - NEGLECT/ABUSE | NORTH POINTE LEGAL PLLC | IN RE: 19-03-NA | 135.00 | 53347 |
| 101-131-805.003 | CT. APPT. ATTY. - NEGLECT/ABUSE | NORTH POINTE LEGAL PLLC | IN RE: 18-37-NA | 30.00 | 53347 |
| 101-131-805.003 | CT. APPT. ATTY. - NEGLECT/ABUSE | NORTH POINTE LEGAL PLLC | IN RE: 19-23-NA | 135.00 | 53347 |
| 101-131-805.003 | CT. APPT. ATTY. - NEGLECT/ABUSE | JOHN SPILLAN | CT APPT ATTY | 3,187.50 | 53352 |
| 101-131-807.000 | JURY FEES | PATRICIA A. HEINS | FOOD FOR JURY | 58.96 | 53395 |
| 101-131-807.000 | JURY FEES | GARY BLOCK | JURY FEES | 31.00 | 53423 |
| 101-131-807.000 | JURY FEES | ROSEMARY MAUE | JURY FEES | 31.50 | 53429 |
| 101-131-807.000 | JURY FEES | MATTHEW EVANS | JURY FEES | 41.00 | 53430 |
| 101-131-807.000 | JURY FEES | ANN SMITH | JURY FEES | 25.00 | 53435 |
| 101-131-807.000 | JURY FEES | SCOTT JONES | JURY FEES | 27.50 | 53441 |
| 101-131-807.000 | JURY FEES | CHRISTOPHER FRANKOWIAK | JURY FEES | 16.50 | 53446 |
| 101-131-807.000 | JURY FEES | VICKIE EDGINGTON | JURY FEES | 15.75 | 53447 |
| 101-131-807.000 | JURY FEES | SARA ROBERSON | JURY FEES | 31.00 | 53448 |
| 101-131-807.000 | JURY FEES | JULIE POPP | JURY FEES | 15.25 | 53449 |
| 101-131-807.000 | JURY FEES | KENNETH HANSEN | JURY FEES | 32.00 | 53450 |
| 101-131-807.000 | JURY FEES | GLENN ZARING | JURY FEES | 15.25 | 53459 |
| 101-131-807.000 | JURY FEES | PAUL GOLEMBIEWSKI | JURY FEES | 30.25 | 53471 |
| 101-131-807.000 | JURY FEES | HINDA JONES | JURY FEES | 21.50 | 53475 |
| 101-131-807.000 | JURY FEES | CHRISTOPHER FINK | JURY FEES | 25.50 | 53480 |
| 101-131-807.000 | JURY FEES | CHRISTINE ENGWALL | JURY FEES | 31.00 | 53483 |
| 101-131-807.000 | JURY FEES | TODD MONROE | JURY FEES | 25.50 | 53485 |
| 101-131-807.000 | JURY FEES | LORRINE M. CARR | JURY FEES | 25.00 | 53490 |
| 101-131-807.000 | JURY FEES | RAYMOND SHAMPIHE | JURY FEES | 38.50 | 53424 |
| 101-131-807.000 | JURY FEES | ABIGAIL BROMLEY | JURY FEES | 17.50 | 53425 |
| 101-131-807.000 | JURY FEES | THOMAS PETERSEN | JURY FEES | 23.00 | 53426 |
| 101-131-807.000 | JURY FEES | ANNE ROWE | JURY FEES | 17.50 | 53428 |
| 101-131-807.000 | JURY FEES | DWAYNE LINDEMAN | JURY FEES | 26.00 | 53432 |
| 101-131-807.000 | JURY FEES | ROBYN SCHMIDT | JURY FEES | 26.00 | 53436 |
| 101-131-807.000 | JURY FEES | JENNIFER OUTHAN | JURY FEES | 15.25 | 53437 |
| 101-131-807.000 | JURY FEES | TONY BIGELOW | JURY FEES | 32.50 | 53438 |
| 101-131-807.000 | JURY FEES | GARY MAY | JURY FEES | 25.00 | 53440 |
| 101-131-807.000 | JURY FEES | BRENNON COGLE | JURY FEES | 25.00 | 53442 |
| 101-131-807.000 | JURY FEES | KENNETH NELSON | JURY FEES | 15.50 | 53443 |
| 101-131-807.000 | JURY FEES | JOHN TRENT | JURY FEES | 15.25 | 53444 |
| 101-131-807.000 | JURY FEES | JOHN RAKOSKI | JURY FEES | 32.00 | 53445 |
| 101-131-807.000 | JURY FEES | DEBRA KAMINSKI | JURY FEES | 16.50 | 53451 |
| 101-131-807.000 | JURY FEES | ELIZABETH HOY | JURY FEES | 15.50 | 53452 |
| 101-131-807.000 | JURY FEES | MICHAEL CEPLINA | JURY FEES | 18.50 | 53453 |
| 101-131-807.000 | JURY FEES | MICHAEL YODER | JURY FEES | 18.50 | 53455 |
| 101-131-807.000 | JURY FEES | THOMAS MCVAY | JURY FEES | 15.25 | 53456 |
| 101-131-807.000 | JURY FEES | ELIZABETH HERRMANN | JURY FEES | 15.50 | 53457 |
| 101-131-807.000 | JURY FEES | SUSAN MENCARELLI | JURY FEES | 16.75 | 53458 |
| 101-131-807.000 | JURY FEES | CASSANDRA BRISKE | JURY FEES | 16.00 | 53460 |
| 101-131-807.000 | JURY FEES | DARIN PIECZYNSKI | JURY FEES | 17.00 | 53461 |
| 101-131-807.000 | JURY FEES | JANICE RACINE | JURY FEES | 15.25 | 53463 |
| 101-131-807.000 | JURY FEES | MARK HANSEN | JURY FEES | 21.00 | 53464 |
| 101-131-807.000 | JURY FEES | ELIZABETH MCCLELLAN | JURY FEES | 15.25 | 53465 |
| 101-131-807.000 | JURY FEES | BENJAMIN JOHNSON | JURY FEES | 36.00 | 53467 |
| 101-131-807.000 | JURY FEES | JOHN BOERDER | JURY FEES | 40.00 | 53468 |
| 101-131-807.000 | JURY FEES | EDWIN HILLIARD | JURY FEES | 25.00 | 53469 |
| 101-131-807.000 | JURY FEES | MICHAEL ACLES | JURY FEES | 17.00 | 53470 |
| 101-131-807.000 | JURY FEES | LAURA KASER | JURY FEES | 15.50 | 53472 |

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| GL Number | Invoice Line Desc | Vendor | Invoice Description | Amount | Check # |
|---|---------------------------------|--------------------------|---------------------------------------|-----------------|---------|
| Fund 101 GENERAL FUND | | | | | |
| Dept 131 CIRCUIT COURT | | | | | |
| 101-131-807.000 | JURY FEES | TEKERYA ZUPIN | JURY FEES | 15.50 | 53473 |
| 101-131-807.000 | JURY FEES | PAULA SCHEITZER | JURY FEES | 25.00 | 53474 |
| 101-131-807.000 | JURY FEES | DALE EDMONDSON | JURY FEES | 18.00 | 53476 |
| 101-131-807.000 | JURY FEES | KATHERINE WITTIG | JURY FEES | 27.50 | 53477 |
| 101-131-807.000 | JURY FEES | GENE WITHERS | JURY FEES | 21.00 | 53478 |
| 101-131-807.000 | JURY FEES | JASON WINTER | JURY FEES | 15.75 | 53479 |
| 101-131-807.000 | JURY FEES | JARETT SOVEREIGN | JURY FEES | 25.00 | 53481 |
| 101-131-807.000 | JURY FEES | CONNIE ANDERSON | JURY FEES | 25.00 | 53482 |
| 101-131-807.000 | JURY FEES | CYNTHIA SCOTT | JURY FEES | 16.50 | 53484 |
| 101-131-807.000 | JURY FEES | LYNN MAJKSAZK | JURY FEES | 31.25 | 53487 |
| 101-131-807.000 | JURY FEES | CATHERINE BAKER | JURY FEES | 23.00 | 53488 |
| 101-131-807.000 | JURY FEES | KRISTIN FILIAFAS | JURY FEES | 22.50 | 53489 |
| 101-131-807.000 | JURY FEES | ARIEL TOMASZEWSKI | JURY FEES | 15.50 | 53491 |
| 101-131-807.000 | JURY FEES | SABRINA KING | JURY FEES | 42.50 | 53492 |
| 101-131-812.000 | DUES AND FEES | PNC BANK | NOVEMBER 2019 CREDIT CARD - CH | (240.00) | 53292 |
| 101-131-812.000 | DUES AND FEES | INNOVATIVE SIGNS | DOOR NAMEPLATE | 134.00 | 53434 |
| 101-131-850.000 | TELEPHONE | TELNET WORLDWIDE | TELEPHONE - DECEMBER 2019 | 37.96 | 53357 |
| Total For Dept 131 CIRCUIT COURT | | | | 9,421.04 | |
| Dept 136 DISTRICT COURT | | | | | |
| 101-136-603.000 | COURT COSTS | MANISTEE CITY POLICE | NOVEMBER 2019 - OUIL/OUID REIMBURSEME | 300.00 | 53353 |
| 101-136-603.000 | COURT COSTS | MANISTEE CO. PROSECUTING | NOVEMBER 2019 - OUIL/OUID REIMBURSEME | 29.50 | 53354 |
| 101-136-603.000 | COURT COSTS | MANISTEE CO. SHERIFF DEP | NOVEMBER 2019 - OUIL/OUID REIMBURSEME | 440.50 | 53355 |
| 101-136-727.000 | OFFICE SUPPLIES | TARGET INFORMATION MANAG | FORMS - REQUEST FOR COURT APPT ATTY | 32.91 | 53223 |
| 101-136-727.000 | OFFICE SUPPLIES - QUICKBOOKS | PNC BANK | NOVEMBER 2019 CREDIT CARD - CH | 137.79 | 53292 |
| 101-136-727.000 | MELANIE BOEHRING - DISTRICT COU | PURE WATER WORKS | WATER | 14.00 | 53339 |
| 101-136-729.000 | BOOK & PERIODICALS | THOMSON REUTERS - WEST | LIBRARY - NOV 2019 | 526.81 | 53361 |
| 101-136-804.000 | RECORDING SERVICES | LTB COURT RECORDING & TR | COURT RECORDING | 1,936.54 | 53307 |
| 101-136-804.000 | RECORDING SERVICES | LTB COURT RECORDING & TR | COURT RECORDING SERVICES | 1,936.54 | 53401 |
| 101-136-811.002 | INDIGENT SCREENING FEES | OPEN DOOR ASSESSMENTS, L | ALCOHOL SCREENINGS | 150.00 | 53336 |
| 101-136-812.000 | DUES AND FEES - ANNA COE | PNC BANK | NOVEMBER 2019 CREDIT CARD - CH | 200.00 | 53292 |
| 101-136-850.000 | TELEPHONE | HON. THOMAS BRUNNER | PHONE REIMBURSEMENT | 45.00 | 53281 |
| 101-136-850.000 | TELEPHONE | TELNET WORLDWIDE | TELEPHONE - DECEMBER 2019 | 28.47 | 53357 |
| 101-136-850.000 | TELEPHONE | CLAYTON KELLEY | CELLPHONE & EFAX REIMBURSEMENT | 69.66 | 53400 |
| Total For Dept 136 DISTRICT COURT | | | | 5,847.72 | |
| Dept 141 FRIEND OF THE COURT | | | | | |
| 101-141-727.000 | OFFICE SUPPLIES | JACKPINE BUSINESS CENTER | LABELS | 33.28 | 53299 |
| 101-141-727.000 | OFFICE SUPPLIES | PNC BANK | LT.GUTOWSKI'S - MISC/NOVA SECURITY & | 9.99 | 53292 |
| 101-141-727.000 | OFFICE SUPPLIES | PURE WATER WORKS | WATER COOLER RENTAL | 10.50 | 53339 |
| 101-141-727.000 | OFFICE SUPPLIES | JACKPINE BUSINESS CENTER | 2020 SNEAD LABELS | 3.29 | 53299 |
| 101-141-727.000 | OFFICE SUPPLIES | PURE WATER WORKS | BOTTLED WATER | 14.00 | 53339 |
| 101-141-728.000 | POSTAGE | BENZIE COUNTY CLERK | BENZIE FOC POSTAGE NOV 2019 | 255.80 | 53136 |
| 101-141-800.000 | CONTRACTED SERVICES | HST OF AMERICA CONSULTIN | DHS BILLINGS & TIME LOGS 4TH QRT | 2,802.00 | 53320 |
| 101-141-801.000 | FAMILY COUNSEL(CUSTODY/VISITATI | SUSANNE E. GLYNN | MEDIATION SERVICES FOR NOVEMBER 2019 | 975.00 | 53240 |
| 101-141-850.000 | TELEPHONE | TELNET WORLDWIDE | TELEPHONE - DECEMBER 2019 | 42.70 | 53357 |
| 101-141-931.000 | EQUIPMENT REPAIRS & MAINTENANCE | XEROX CORPORATION | PRINT/BASE CHARGES | 146.14 | 53228 |
| 101-141-931.000 | EQUIPMENT REPAIRS & MAINTENANCE | XEROX CORPORATION | NOVEMBER 19 - PRINT/BASE CHARGES | 138.17 | 53363 |
| Total For Dept 141 FRIEND OF THE COURT | | | | 4,430.87 | |
| Dept 142 CIRCUIT COURT - JUVENILE DIVISION | | | | | |
| 101-142-727.000 | OFFICE SUPPLIES | PURE WATER WORKS | WATER COOLER RENTAL | 11.00 | 53339 |
| 101-142-850.000 | TELEPHONE | TELNET WORLDWIDE | TELEPHONE - DECEMBER 2019 | 66.43 | 53357 |

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| GL Number | Invoice Line Desc | Vendor | Invoice Description | Amount | Check # |
|--|--------------------------------|--------------------------|---------------------------------------|-----------|---------|
| Fund 101 GENERAL FUND | | | | | |
| Dept 142 CIRCUIT COURT - JUVENILE DIVISION | | | | | |
| Total For Dept 142 CIRCUIT COURT - JUVENILE DIVISION | | | | 77.43 | |
| Dept 144 JURY COMMISSION | | | | | |
| 101-144-727.000 | OFFICE SUPPLIES | JACKPINE BUSINESS CENTER | RED INK-JURY BOAD | 5.97 | 53299 |
| Total For Dept 144 JURY COMMISSION | | | | 5.97 | |
| Dept 148 PROBATE COURT | | | | | |
| 101-148-729.000 | BOOK & PERIODICALS | I.C.L.E. | BOOKS AND PERIODICALS | 138.50 | 53397 |
| 101-148-805.000 | COURT APPOINTED ATTORNEYS | WILLIAM GRANT | JANUARY 2020 CONTRACT | 1,000.00 | 53394 |
| 101-148-805.000 | COURT APPOINTED ATTORNEYS | GABRIEL ROBERT MATTICE | JANUARY 2020 CONTRACT | 1,000.00 | 53406 |
| 101-148-805.003 | CT. APPT. ATTY. - NON CONTRACT | WILLIAM GRANT | 17-000184-MI | 100.00 | 53173 |
| 101-148-805.003 | CT. APPT. ATTY. - NON CONTRACT | WILLIAM GRANT | CT APPY ATTY - 19-000118-GM | 25.25 | 53298 |
| 101-148-850.000 | TELEPHONE | TELNET WORLDWIDE | TELEPHONE - DECEMBER 2019 | 33.21 | 53357 |
| Total For Dept 148 PROBATE COURT | | | | 2,296.96 | |
| Dept 172 ADMINISTRATOR/CONTROLLER | | | | | |
| 101-172-727.000 | OFFICE SUPPLIES | JACKPINE BUSINESS CENTER | CERTIFICATES - WITH 2% DISCOUNT | 9.99 | 53178 |
| 101-172-727.000 | OFFICE SUPPLIES | JACKPINE BUSINESS CENTER | SHARPIES, WALL CALENDAR - 2% DISCOUNT | 36.04 | 53178 |
| 101-172-727.000 | OFFICE SUPPLIES | JULIE SCHMELING | REIMBURSEMENT FOR EXPENSES | 4.70 | 53306 |
| 101-172-727.000 | OFFICE SUPPLIES | JACKPINE BUSINESS CENTER | RETURN | (10.19) | 53299 |
| 101-172-727.000 | OFFICE SUPPLIES | JACKPINE BUSINESS CENTER | FASTENERS, STRIPS AND HOOKS | 36.25 | 53299 |
| 101-172-727.000 | OFFICE SUPPLIES | JACKPINE BUSINESS CENTER | SUPPLIES | 62.99 | 53299 |
| 101-172-729.000 | PERIODICALS & PRINTING | JACKPINE BUSINESS CENTER | MINI COLD COMPRESSES | 8.36 | 53299 |
| 101-172-850.000 | TELEPHONE | GOVERNMENTAL PRODUCTS, I | T&A, AP, AND PAYROLL CHECKS | 1,463.00 | 53392 |
| 101-172-860.000 | TRAVEL | TELNET WORLDWIDE | TELEPHONE - DECEMBER 2019 | 71.17 | 53357 |
| | | JULIE SCHMELING | REIMBURSEMENT FOR EXPENSES | 23.20 | 53306 |
| Total For Dept 172 ADMINISTRATOR/CONTROLLER | | | | 1,705.51 | |
| Dept 215 COUNTY CLERK | | | | | |
| 101-215-727.000 | OFFICE SUPPLIES | JACKPINE BUSINESS CENTER | HOLE PUNCH REPLACEMENT BLADES | 29.97 | 53299 |
| 101-215-727.000 | OFFICE SUPPLIES | JACKPINE BUSINESS CENTER | OFFICE SUPPLIES - PENS, ENVELOPE NOTS | 27.84 | 53299 |
| 101-215-727.000 | OFFICE SUPPLIES | PROFILE | 65-GALLON BIND FOR SHREDDING | 65.00 | 53332 |
| 101-215-727.000 | OFFICE SUPPLIES | PURE WATER WORKS | WATER COOLER | 14.00 | 53339 |
| 101-215-727.000 | OFFICE SUPPLIES | PURE WATER WORKS | WATER COOLER RENTAL | 10.50 | 53339 |
| 101-215-727.000 | OFFICE SUPPLIES | JACKPINE BUSINESS CENTER | PRONG FASTENERS | 13.58 | 53398 |
| 101-215-727.000 | OFFICE SUPPLIES | JACKPINE BUSINESS CENTER | MANILLA FOLDERS & DESK CALENDAR | 26.96 | 53398 |
| 101-215-727.000 | OFFICE SUPPLIES | JACKPINE BUSINESS CENTER | COMPUTER MONITOR STAND | 29.99 | 53398 |
| 101-215-729.000 | BOOK & PERIODICALS | PURE WATER WORKS | WATER COOLER | 20.00 | 53414 |
| 101-215-812.000 | DUES AND FEES | RR DONNELLEY | 11 INCH AND 14 INCH SAFETY PAPER | 157.00 | 53418 |
| 101-215-850.000 | TELEPHONE | MICHIGAN ASSOC. OF COUNT | QRTLY MEETING FEG FEE - JILL NOWAK | 50.00 | 53407 |
| | | TELNET WORLDWIDE | TELEPHONE - DECEMBER 2019 | 18.99 | 53357 |
| Total For Dept 215 COUNTY CLERK | | | | 463.82 | |
| Dept 228 INFORMATION TECHNOLOGY | | | | | |
| 101-228-730.000 | EQUIPMENT | JACKPINE BUSINESS CENTER | POWER STRIPS AND SURG PROTECTORS | 132.49 | 53299 |
| 101-228-730.000 | EQUIPMENT | JACKPINE BUSINESS CENTER | VIDEO ADAPTERS AND COMPUTER MONITORS | 70.00 | 53299 |
| 101-228-800.000 | CONTRACTED SERVICES | GORDON MCLELLAN, III. | CONTRACTED SERVICES 10/29-12/13/19 | 3,395.00 | 53319 |
| 101-228-800.000 | CONTRACTED SERVICES | ELECTROMEDIA | NEW CABLE INSTALLATION OF VIDED SYSTE | 725.27 | 53367 |
| 101-228-800.000 | CONTRACTED SERVICES | ELECTROMEDIA | INSTALL 2-DATA DROPS FOR VISITATION / | 510.17 | 53389 |
| 101-228-831.000 | MISC. MAINT. CONTRACTS | GRACON SERVICES, INC. | COUNTY WEBSITE PROJECT CIVIC PLUS | 3,950.00 | 53393 |
| 101-228-831.000 | MISC. MAINT. CONTRACTS | CASAIR, INC. | ANNUAL ANTIVIRUS/SECURITY SOFTWARE | 11,063.92 | 53280 |
| 101-228-850.000 | TELEPHONE | CDW GOVERNMENT | RENEHAL OF BACK SERVER MAINTENANCE | 383.29 | 53282 |
| | | TELNET WORLDWIDE | TELEPHONE - DECEMBER 2019 | 33.21 | 53357 |

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| GL Number | Invoice Line Desc | Vendor | Invoice Description | Amount | Check # |
|--|------------------------------|--------------------------|---------------------------------------|-----------|---------|
| Fund 101 GENERAL FUND | | | | | |
| Dept 228 INFORMATION TECHNOLOGY | | | | | |
| 101-228-850.000 | TELEPHONE | A T & T | 231 398-2831 240 5 PAIIC BUTON | 44.35 | 53408 |
| Total For Dept 228 INFORMATION TECHNOLOGY | | | | 20,307.70 | |
| Dept 253 TREASURER | | | | | |
| 101-253-727.000 | OFFICE SUPPLIES | JACKPINE BUSINESS CENTER | CALENDAR REFILL | 20.97 | 53299 |
| 101-253-812.000 | DUES AND FEES | MICHIGAN ASSOC. COUNTY T | NELSON - WINTER CONFERENCE | 175.00 | 53321 |
| 101-253-850.000 | TELEPHONE | TELNET WORLDWIDE | TELEPHONE - DECEMBER 2019 | 14.25 | 53357 |
| 101-253-860.000 | TRAVEL | PNC BANK | NOVEMBER 2019 CREDIT CARD - CH | 71.76 | 53292 |
| 101-253-860.000 | TRAVEL | RACHEL NELSON | TRAVEL REIMBURSEMENT | 69.83 | 53333 |
| 101-253-860.000 | TRAVEL | DELTA HOTELS MUSKOGOH DO | NELSON - LODGING MCAT CONFERENCE | 283.38 | 53376 |
| Total For Dept 253 TREASURER | | | | 635.19 | |
| Dept 257 EQUALIZATION | | | | | |
| 101-257-727.000 | OFFICE SUPPLIES | JACKPINE BUSINESS CENTER | OFFICE SUPPLIES | 20.37 | 53398 |
| 101-257-727.000 | OFFICE SUPPLIES | JACKPINE BUSINESS CENTER | OFFICE SUPPLIES | 69.97 | 53398 |
| 101-257-810.000 | COMPUTER PROGRAMMING | ESRI, INC. | 2020 MAINTENANCE FEE | 650.00 | 53388 |
| 101-257-850.000 | TELEPHONE | TELNET WORLDWIDE | TELEPHONE - DECEMBER 2019 | 23.72 | 53357 |
| 101-257-861.000 | STAFF DEVELOPMENT | I.A.A.O. | IAAO DUES - HEATHER VASQUEZ | 220.00 | 53243 |
| 101-257-861.000 | STAFF DEVELOPMENT | I.A.A.O. | IAAO DUES - LISA SENTERS | 220.00 | 53243 |
| 101-257-861.000 | STAFF DEVELOPMENT | H.A.E.D. | HAED DUES | 100.00 | 53254 |
| 101-257-861.000 | STAFF DEVELOPMENT | MICHIGAN ASSESSORS ASSOC | HAA DUES - SAMANTHA SOBASKI | 100.00 | 53255 |
| 101-257-861.000 | STAFF DEVELOPMENT | MICHIGAN ASSESSORS ASSOC | HAA DUES - LUCAS BALMER | 100.00 | 53255 |
| 101-257-861.000 | STAFF DEVELOPMENT | MICHIGAN ASSESSORS ASSOC | HAA DUES - KRISTYH MALKOWSKI | 100.00 | 53255 |
| 101-257-861.000 | STAFF DEVELOPMENT | MICHIGAN ASSESSORS ASSOC | HAA DUES - LISA SENTERS | 90.00 | 53255 |
| 101-257-861.000 | STAFF DEVELOPMENT | MICHIGAN ASSESSORS ASSOC | HAA DUES - HEATHER VASQUEZ | 100.00 | 53255 |
| 101-257-861.000 | STAFF DEVELOPMENT | N.M.E.D.A. | INEDA DUES - HEATHER VASQUEZ | 60.00 | 53335 |
| Total For Dept 257 EQUALIZATION | | | | 1,854.06 | |
| Dept 261 MSU COOPERATIVE EXTENSION | | | | | |
| 101-261-709.002 | MSUE ASSESSMENT | MICHIGAN STATE UNIVERSIT | NOA FY 2020 WORK PLAN - ASSESSMENT FE | 11,190.50 | 53411 |
| Total For Dept 261 MSU COOPERATIVE EXTENSION | | | | 11,190.50 | |
| Dept 262 ELECTIONS | | | | | |
| 101-262-727.000 | OFFICE/ELECTION SUPPLIES | PNC BANK | NOVEMBER 2019 CREDIT CARD - CH | 418.50 | 53292 |
| 101-262-730.000 | EQUIPMENT | PNC BANK | NOVEMBER 2019 CREDIT CARD - CH | 45.00 | 53292 |
| Total For Dept 262 ELECTIONS | | | | 463.50 | |
| Dept 265 BUILDING AND GROUNDS | | | | | |
| 101-265-775.000 | REPAIR & MAINTENANCE SUPPLES | JACKPINE BUSINESS CENTER | TABLE - WITH 24 DISCOUNT | 78.39 | 53178 |
| 101-265-775.000 | REPAIR & MAINTENANCE SUPPLES | WAHR HARDWARE | #675 - SUPPLIES | 157.10 | 53359 |
| 101-265-775.000 | REPAIR & MAINTENANCE SUPPLES | PNC BANK | NOVEMBER 2019 CREDIT CARD - CH | 235.32 | 53292 |
| 101-265-775.000 | REPAIR & MAINTENANCE SUPPLES | GILL-ROY'S HARDWARE | #MAN016 - SUPPLIES | 33.71 | 53296 |
| 101-265-775.000 | REPAIR & MAINTENANCE SUPPLES | MARK'S PLUMBING PARTS | JAIL SHOWER CONTROLS | 501.06 | 53331 |
| 101-265-775.000 | REPAIR & MAINTENANCE SUPPLES | BRUCE A. SCHIMKE | REIMBURSEMENT TRAVEL/EXPENSES | 136.49 | 53349 |
| 101-265-775.000 | REPAIR & MAINTENANCE SUPPLES | GILL-ROY'S HARDWARE | #MAN016-SUPPLIES | 41.65 | 53391 |
| 101-265-776.000 | CUSTOMER #881446 | NICHOLS PAPER & SUPPLY C | SUPPLIES | 462.41 | 53334 |
| 101-265-860.000 | CUSTODIAL SUPPLIES | KSS ENTERPRISES | SUPPLIES | 641.83 | 53338 |
| 101-265-920.000 | TRAVEL | BRUCE A. SCHIMKE | REIMBURSEMENT TRAVEL/EXPENSES | 50.46 | 53349 |
| 101-265-920.000 | UTILITIES | CONSUMERS ENERGY | 1000 0006 7197 - NOV 2019 | 33.21 | 53145 |
| 101-265-920.000 | UTILITIES | DTE ENERGY | 9100 211 9823 9 | 826.77 | 53322 |
| 101-265-920.000 | UTILITIES | DTE ENERGY | 9100 211 9975 7 | 483.03 | 53322 |
| 101-265-920.000 | UTILITIES | CITY OF MANISTEE | WATER 11/16/19-12/13/20 | 503.02 | 53385 |
| 101-265-920.000 | UTILITIES | CONSUMERS ENERGY | 1000 0010 7761 - DEC 2019 | 2,947.54 | 53386 |

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| GL Number | Invoice Line Desc | Vendor | Invoice Description | Amount | Check # |
|--------------------------------------|---------------------------------|--------------------------|--|------------------|---------|
| Fund 101 GENERAL FUND | | | | | |
| Dept 265 BUILDING AND GROUNDS | | | | | |
| 101-265-920.001 | UTILITIES-HEALTH DEPARTMENT | REPUBLIC SERVICES #239 | ACCT. 3-0239-0034399-DUMPSTER | 69.66 | 53350 |
| 101-265-920.001 | UTILITIES-HEALTH DEPARTMENT | DTE ENERGY | 9100 211 9836 1 (385 3RD ST) | 248.38 | 53322 |
| 101-265-920.001 | UTILITIES-HEALTH DEPARTMENT | CITY OF MANISTEE | WATER 11/16/19-12/13/20 | 121.43 | 53385 |
| 101-265-920.002 | UTILITIES (395 THIRD) | CONSUMERS ENERGY | 1000 3998 1178 HEALTH DEPT - DEC 2019 | 447.53 | 53386 |
| 101-265-920.002 | UTILITIES (395 THIRD) | REPUBLIC SERVICES #239 | 1030 0626 8637 (395 3RD STREET) NOV 2 | 25.72 | 53145 |
| 101-265-920.002 | UTILITIES (395 THIRD) | DTE ENERGY | ACCT. 3-0239-0034399-DUMPSTER | 69.66 | 53350 |
| 101-265-920.002 | UTILITIES (395 THIRD) | CITY OF MANISTEE | 9100 343 3424 3 (395 3RD ST) | 211.86 | 53322 |
| 101-265-920.002 | UTILITIES (395 THIRD) | CONSUMERS ENERGY | WATER 11/16/19-12/13/20 | 78.33 | 53385 |
| 101-265-930.001 | COURTHOUSE CONTRACTUAL REPAIRS | CUSTOM SHEET METAL & HEA | 1030 0626 8454 (395 3RD ST) - DEC 201 | 181.05 | 53386 |
| 101-265-930.002 | JAIL CONTRACTUAL REPAIRS | CUSTOM SHEET METAL & HEA | AIRFLOW ADJUSTMENT IN COURTROOMS & OF | 285.00 | 53288 |
| 101-265-930.005 | HEALTH DEPT. CONTRACTUAL REPAIR | FORBES SANITATION & EXCA | SERVICE CALL - REPLACE GAS VALVE SENS | 1,084.79 | 53387 |
| 101-265-930.005 | HEALTH DEPT. CONTRACTUAL REPAIR | FORBES SANITATION & EXCA | CHECK SEWER SMELL | 100.00 | 53295 |
| | | | BROKEN SEWER LINE IN MSU OFFICE | 150.00 | 53390 |
| | | | Total For Dept 265 BUILDING AND GROUNDS | 10,205.40 | |
| Dept 267 PROSECUTING ATTORNEY | | | | | |
| 101-267-727.000 | OFFICE SUPPLIES | JACKPINE BUSINESS CENTER | ENVELOPES | 22.99 | 53178 |
| 101-267-727.000 | OFFICE SUPPLIES | JACKPINE BUSINESS CENTER | ENVELOPES | 10.98 | 53178 |
| 101-267-727.000 | OFFICE SUPPLIES | JACKPINE BUSINESS CENTER | DESK CALENDARS AND LETTER TRAYS | 32.54 | 53299 |
| 101-267-800.000 | CONTRACTED SERVICES | MGT OF AMERICA CONSULTIN | FY 2020 CRP BILLING | 1,384.00 | 53320 |
| 101-267-808.000 | WITNESS FEES | GEORGE R. WEST | PROCESS SERVER | 27.74 | 53379 |
| 101-267-808.000 | WITNESS FEES | ROBERT BUTKIN | PROCESS SERVER | 32.00 | 53380 |
| 101-267-850.000 | TELEPHONE | TELNET WORLDWIDE | WITNESS FEES - 19-4933-FM | 7.20 | 53454 |
| 101-267-850.000 | TELEPHONE | TELNET WORLDWIDE | TELEPHONE - DECEMBER 2019 | 66.43 | 53357 |
| 101-267-901.000 | ADVERTISING | VERIZON WIRELESS | MOBILE PHONES | 153.16 | 53421 |
| 101-267-931.000 | EQUIPMENT REPAIRS & MAINTENANCE | THE HERALD-NEWS | ADVERTISING | 64.39 | 53372 |
| | | XEROX CORPORATION | MAINTENANCE/LEASE | 150.04 | 53228 |
| | | | Total For Dept 267 PROSECUTING ATTORNEY | 1,951.47 | |
| Dept 268 REGISTER OF DEEDS | | | | | |
| 101-268-727.000 | OFFICE SUPPLIES | JACKPINE BUSINESS CENTER | FILE CABINET | 359.95 | 53178 |
| 101-268-850.000 | TELEPHONE | TELNET WORLDWIDE | TELEPHONE - DECEMBER 2019 | 14.23 | 53357 |
| | | | Total For Dept 268 REGISTER OF DEEDS | 374.18 | |
| Dept 275 DRAIN COMMISSIONER | | | | | |
| 101-275-800.001 | CONTRACTED SERVICES-KETTLEHOLE | MANISTEE CO. REGISTER OF | REGISTRATION FEE | 30.00 | 53318 |
| 101-275-800.001 | CONTRACTED SERVICES-KETTLEHOLE | MANISTEE CO. REGISTER OF | REGISTRATION FEE | 10.00 | 53404 |
| | | | Total For Dept 275 DRAIN COMMISSIONER | 40.00 | |
| Dept 301 SHERIFF | | | | | |
| 101-301-716.018 | LEGAL REPRESENTATION PLAN | POLC LEGAL SERVICE PLAN | LEGAL SERVIC PLAN - JANUAYR 2020 - 33 | 165.00 | 53415 |
| 101-301-727.001 | MISC. SUPPLIES | PNC BANK | O'HAGAN/FALK - MISC EXPENSES | 188.41 | 53292 |
| 101-301-727.001 | MISC. SUPPLIES | GILL-ROY'S HARDWARE | RAYON MOP/STRIPPING PADS/BUFFER PADS | 68.52 | 53296 |
| 101-301-728.000 | POSTAGE & SHIPPING | FITNEY BOWES | POSTAGE METER RENTAL JAN-MARCH 2020 | 71.25 | 53413 |
| 101-301-742.000 | UNIFORMS - OFFICERS & DEPUTYS | PNC BANK | LT.GUTOWSKI'S - MISC/NOVA SECURITY & | 113.34 | 53292 |
| 101-301-743.000 | GASOLINE AND OIL | BLARNEY CASTLE FLEET PRO | 11/06/19 - 12/05/19 FUEL | 305.20 | 53277 |
| 101-301-812.000 | DUES AND FEES | MICHIGAN STATE POLICE | TOKEN FEE FROM 10/01 - 12/31/19 | 33.00 | 53377 |
| 101-301-850.000 | TELEPHONE | TELNET WORLDWIDE | CORP-009945 TELEPHONES | 374.59 | 53357 |
| 101-301-850.000 | TELEPHONE | A T & T | 1498 FAX | 95.37 | 53408 |
| 101-301-851.000 | RADIO MAINTENANCE | VERIZON WIRELESS | CELLPHONES | 131.65 | 53421 |
| 101-301-862.000 | OFFICER AND DEPUTY MEALS | TELE-RAD, INC. | MONTHLY MAINTENANCE FEE - JAN,FEB,MARC | 612.15 | 53420 |
| 101-301-862.000 | OFFICER AND DEPUTY MEALS | PNC BANK | LT BAHICKI - MISC/TRAVEL EXPENSES | 7.06 | 53292 |
| 101-301-862.000 | OFFICER AND DEPUTY MEALS | PNC BANK | O'HAGAN/FALK - MISC EXPENSES | 18.90 | 53292 |

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| GL Number | Invoice Line Desc | Vendor | Invoice Description | Amount | Check # |
|--|---------------------------------|--------------------------|---------------------------------------|------------------|---------|
| Fund 101 GENERAL FUND | | | | | |
| Dept 301 SHERIFF | | | | | |
| 101-301-931.000 | EQUIPMENT REPAIRS & MAINTENANCE | PNC BANK | LT BANICKI - MISC/TRAVEL EXPENSES | 72.10 | 53292 |
| 101-301-931.001 | AUTO REPAIRS & MAINTENANCE | APPICELLI TOWING & AUTO | 5105 - 120 MILE CK - ROTATE TIRES | 96.00 | 53268 |
| 101-301-931.001 | AUTO REPAIRS & MAINTENANCE | APPICELLI TOWING & AUTO | 5103 - 146K MILAGE CHECK/ROTATE TIRES | 84.00 | 53268 |
| 101-301-931.001 | AUTO REPAIRS & MAINTENANCE | APPICELLI TOWING & AUTO | 5105 - ROAD SERVICE | 90.00 | 53268 |
| 101-301-931.001 | AUTO REPAIRS & MAINTENANCE | APPICELLI TOWING & AUTO | 5104 - 28K MIEAGE CHECK & CHANGE OIL | 49.00 | 53268 |
| 101-301-931.001 | AUTO REPAIRS & MAINTENANCE | APPICELLI TOWING & AUTO | 5106 - 32K NILEAGE CHECK & ROTATE TIR | 79.00 | 53268 |
| 101-301-931.001 | AUTO REPAIRS & MAINTENANCE | MANISTEE TIRE SERVICE | 5109 SVC CALL/TIRE/MT & BAL/ STORAGE | 286.00 | 53316 |
| 101-301-931.001 | AUTO REPAIRS & MAINTENANCE | TELE-RAD, INC. | RADIO REMOVAL FROM SHERIFF VECHILE | 240.00 | 53420 |
| Total For Dept 301 SHERIFF | | | | 3,180.54 | |
| Dept 335 K-9 UNIT | | | | | |
| 101-335-727.002 | MISC. SUPPLIES | PNC BANK | O'HAGAN/FALK - MISC EXPENSES | 152.05 | 53292 |
| 101-335-743.000 | GASOLINE AND OIL | BLARNEY CASTLE FLEET PRO | 11/06/19 - 12/05/19 FUEL | 132.34 | 53277 |
| Total For Dept 335 K-9 UNIT | | | | 284.39 | |
| Dept 351 JAIL | | | | | |
| 101-351-760.000 | PRISONER MEDICAL | ALL ACCESS CARE PLLC | INMATE HEALTHCARE CONTRACT - NOVEMBER | 9,296.57 | 53264 |
| 101-351-760.000 | PRISONER MEDICAL | CORRECTIONAL RECOVERY | PAID CLAIMS - JAIL/RECOVERY FEES | 2,194.94 | 53267 |
| 101-351-810.000 | COMPUTER PROGRAMMING | ID NETWORKS | ANNUAL SERVICE MAINTENANCE FOR PALM L | 4,495.00 | 53396 |
| 101-351-814.000 | PRISONER MEALS | CANTEEN SVCS. OF NORTHER | INMATE MEALS | 8,371.60 | 53327 |
| 101-351-850.000 | TELEPHONE | A T & T LONG DISTANCE | 231-723-3170/231-723-1498 TELEPHONE | 0.18 | 53409 |
| 101-351-850.000 | TELEPHONE | VERIZON WIRELESS | CELLPHONES | 36.88 | 53421 |
| 101-351-920.000 | UTILITIES | MANISTEE TOWNSHIP | 10/18/2019 - 11/15/2019 USAGE | 1,948.31 | 53317 |
| 101-351-920.000 | UTILITIES | DTE ENERGY | 9200 007 4063 8 - DTE GAS | 1,791.22 | 53322 |
| 101-351-920.000 | UTILITIES | CITY OF MANISTEE | WATER 11/16/19-12/13/20 | 601.29 | 53385 |
| 101-351-920.000 | UTILITIES | CONSUMERS ENERGY | UTILITIES - JAIL | 3,628.60 | 53386 |
| 101-351-930.005 | GARBAGE COLLECTION | REPUBLIC SERVICES #239 | GARBAGE COLLECTION - NOVEMBER 2019 | 539.24 | 53351 |
| Total For Dept 351 JAIL | | | | 32,903.83 | |
| Dept 421 EMERGENCY MANAGEMENT | | | | | |
| 101-421-727.000 | OFFICE SUPPLIES | PNC BANK | LT.GUTOWSKI'S - MISC/NOVA SECURITY & | 27.55 | 53292 |
| 101-421-727.000 | OFFICE SUPPLIES | PNC BANK | O'HAGAN/FALK - MISC EXPENSES | 61.25 | 53292 |
| 101-421-730.000 | EQUIPMENT | PNC BANK | LT.GUTOWSKI'S - MISC/NOVA SECURITY & | 163.80 | 53292 |
| 101-421-850.000 | TELEPHONE | VERIZON WIRELESS | CELLPHONES | 47.59 | 53421 |
| Total For Dept 421 EMERGENCY MANAGEMENT | | | | 300.19 | |
| Dept 430 ANIMAL CONTROL | | | | | |
| 101-430-477.000 | DOG LICENSES | CINDY BEARD | DOG LICENSES | 10.00 | 53371 |
| 101-430-727.000 | OFFICE SUPPLIES | PNC BANK | LT.GUTOWSKI'S - MISC/NOVA SECURITY & | 42.59 | 53292 |
| 101-430-743.000 | GASOLINE AND OIL | BLARNEY CASTLE FLEET PRO | 11/06/19 - 12/05/19 FUEL | 266.00 | 53277 |
| 101-430-850.000 | TELEPHONE | A T & T | ACO PHONE | 46.57 | 53408 |
| 101-430-850.000 | TELEPHONE | A T & T LONG DISTANCE | 231-723-3170/231-723-1498 TELEPHONE | 1.10 | 53409 |
| 101-430-850.000 | TELEPHONE | VERIZON WIRELESS | CELLPHONES | 36.01 | 53421 |
| 101-430-920.000 | UTILITIES | MANISTEE CO. HUMANE SOCI | OCTOBER 2019 - CONTRACTUAL AGREEMENT | 1,166.67 | 53313 |
| 101-430-920.000 | UTILITIES | MANISTEE CO. HUMANE SOCI | NOVEMBER 2019 - CONTRACTUAL AGREEMENT | 1,166.67 | 53313 |
| 101-430-920.000 | UTILITIES | MANISTEE CO. HUMANE SOCI | DECEMBER 2019 - CONTRACTUAL AGREEMENT | 1,166.67 | 53313 |
| 101-430-940.000 | RENT | MANISTEE CO. HUMANE SOCI | JANUARY 2020 LEASE | 1,166.67 | 53403 |
| 101-430-940.000 | RENT | MANISTEE CO. HUMANE SOCI | OCTOBER 2019 - CONTRACTUAL AGREEMENT | 2,250.00 | 53313 |
| 101-430-940.000 | RENT | MANISTEE CO. HUMANE SOCI | NOVEMBER 2019 - CONTRACTUAL AGREEMENT | 2,250.00 | 53313 |
| 101-430-940.000 | RENT | MANISTEE CO. HUMANE SOCI | DECEMBER 2019 - CONTRACTUAL AGREEMENT | 2,250.00 | 53313 |
| 101-430-940.000 | RENT | MANISTEE CO. HUMANE SOCI | JANUARY 2020 LEASE | 2,250.00 | 53403 |
| Total For Dept 430 ANIMAL CONTROL | | | | 14,068.95 | |

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| GL Number | Invoice Line Desc | Vendor | Invoice Description | Amount | Check # |
|--|---------------------------------|--|---------------------------------------|-------------------|---------|
| Fund 101 GENERAL FUND | | | | | |
| Dept 648 MEDICAL EXAMINER | | | | | |
| 101-648-727.000 | MISC. SUPPLIES | JACKPINE BUSINESS CENTER | INK CARTRIDGE | 117.57 | 53299 |
| 101-648-836.000 | TRANSPORTATION SERVICES | JOWETT FAMILY FUNERAL HO | MORGUE RENT AND REMOVAL FOR NOV/DEC 2 | 1,350.00 | 53246 |
| 101-648-837.000 | AUTOPSY/TOXIC./LAB FEES | IRIS LABS | LAB FEES - FORENSIC TOXICOLOGY ANALYS | 2,449.00 | 53344 |
| 101-648-838.000 | MORGUE RENT | JOWETT FAMILY FUNERAL HO | MORGUE RENT AND REMOVAL FOR NOV/DEC 2 | 2,700.00 | 53246 |
| | | Total For Dept 648 MEDICAL EXAMINER | | 6,616.57 | |
| Dept 682 VETERANS AFFAIRS | | | | | |
| 101-682-833.000 | VETERANS BURIAL | TODD LLOYD | THEODORE THOMAS LLOYD | 300.00 | 53462 |
| | | Total For Dept 682 VETERANS AFFAIRS | | 300.00 | |
| Dept 721 PLANNING | | | | | |
| 101-721-727.000 | OFFICE SUPPLIES | MIKE SZOKOLA | REIMBURSEMENT | 31.97 | 53325 |
| 101-721-800.001 | PROFESSIONAL SERVICES | BIG BEAR SPORTSMAN CLUB | COUNTY RECREATIONAL TRAIL PLANNING | 90.00 | 53132 |
| 101-721-810.000 | COMPUTER PROGRAMMING - ADOBE | PNC BANK | NOVEMBER 2019 CREDIT CARD - CH | 108.09 | 53292 |
| 101-721-850.000 | TELEPHONE | TELNET WORLDWIDE | TELEPHONE - DECEMBER 2019 | 23.72 | 53357 |
| 101-721-860.000 | TRAVEL | ROBERT CARSON | TRAVEL REIMBURSEMENT | 100.63 | 53279 |
| 101-721-861.001 | PLANNING COMMIS STAFF DEVELOPME | MICHIGAN STATE UNIVERSIT | ANR EVENT SERVICE / MCP WEBINARS | 60.00 | 53326 |
| | | Total For Dept 721 PLANNING | | 414.41 | |
| Dept 957 APPROPRIATIONS | | | | | |
| 101-957-969.002 | APPROPRIATIONS - DISTRICT HEALT | DISTRICT HEALTH DEPARTME | DECEMBER 19 - MONTHLY APPROPRIATION | 13,088.83 | 53312 |
| 101-957-969.006 | APPROPRIATIONS - CENTRA WELLMES | CENTRA WELLNESS NETWORK | DECEMBER 19 - MONTHLY APPROPRIATION | 14,493.84 | 53311 |
| | | Total For Dept 957 APPROPRIATIONS | | 27,582.67 | |
| Total For Fund 101 GENERAL FUND | | | | | |
| | | | | 163,350.29 | |
| Fund 220 LOCAL REVENUE SHARING GRANT FUND | | | | | |
| Dept 000 GENERAL | | | | | |
| 220-000-995.000 | MISC. EXPENSE | NORTHWESTERN UNIVERSITY | PO 3593 - JASON TORREY | 4,000.00 | 53378 |
| | | Total For Dept 000 GENERAL | | 4,000.00 | |
| Total For Fund 220 LOCAL REVENUE SHARING GRANT FUND | | | | | |
| | | | | 4,000.00 | |
| Fund 225 RECYCLING FUND | | | | | |
| Dept 000 GENERAL | | | | | |
| 225-000-800.001 | RECYCLING SITE MONITOR - MAPLE | WILLIAM F. ALLEN, JR. | RECYCLING SITE MONITOR -MAPLE GROVE | 80.00 | 53266 |
| 225-000-800.001 | RECYCLING SITE MONITOR - SPRING | MICHAEL J. LONGO | RECYCLING SITE MONITOR - CLEON & SPRI | 80.00 | 53310 |
| 225-000-800.001 | RECYCLING SITE MONITOR - ARCADI | JAMES M. ROBINSON | RECYCLING SITE MONITOR - ONEKAMA & AR | 160.00 | 53345 |
| 225-000-800.001 | RECYCLING SITE MONITOR - BROWN | MICHELLE PIENTA | RECYCLING SITE MONITOR BROWN TWP | 40.00 | 53346 |
| 225-000-800.001 | RECYCLING SITE MONITOR - MAPLE | WILLIAM F. ALLEN, JR. | RECYCLING SITE MONITOR - MAPLE GROVE | 80.00 | 53383 |
| 225-000-800.001 | RECYCLING SITE MONITOR - SPRING | MICHAEL J. LONGO | SITE MONITORING FOR CLEON AND SPRINGD | 80.00 | 53402 |
| 225-000-800.001 | RECYCLING SITE MONITOR - ARCADI | JAMES M. ROBINSON | SITE MONITORING FOR ONEKAMA AND ARCAD | 160.00 | 53416 |
| 225-000-800.001 | RECYCLING SITE MONITOR - BROWN | MICHELLE PIENTA | SITE MONITORING FOR BROWN TOWNSHIP: | 40.00 | 53417 |
| | | Total For Dept 000 GENERAL | | 720.00 | |
| Total For Fund 225 RECYCLING FUND | | | | | |
| | | | | 720.00 | |
| Fund 253 REMONUMENTATION FUND | | | | | |
| Dept 000 GENERAL | | | | | |
| 253-000-711.001 | PER DIEM - PEER GROUP | SAM BARNHETT, SURVEYOR | PEER GROUP PER DIEM | 300.00 | 53271 |
| 253-000-711.001 | PER DIEM - PEER GROUP | PATRICK JOHNSON | PEER GROUP PER DIEM | 300.00 | 53304 |
| 253-000-711.001 | PER DIEM - PEER GROUP | PAPINEAU P.C. - LAND SUR | PEER GROUP PER DIEM | 300.00 | 53360 |
| 253-000-800.007 | CONTRACTUAL - ADMIN | PATRICK G. BENTLEY | REMONUMENTATION SURVEY FEE - 2019 | 3,211.00 | 53384 |

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| GL Number | Invoice Line Desc | Vendor | Invoice Description | Amount | Check # |
|--|---------------------------------|--------------------------|---------------------------------------|------------|---------|
| Fund 253 REMONUMENTATION FUND | | | | | |
| Dept 000 GENERAL | | | | | |
| Total For Dept 000 GENERAL | | | | 4,111.00 | |
| Total For Fund 253 REMONUMENTATION FUND | | | | 4,111.00 | |
| Fund 256 REGISTER OF DEEDS AUTOMATION FUND | | | | | |
| Dept 000 GENERAL | | | | | |
| 256-000-800.000 | CONTRACTED SERVICES | FIDLAR TECHNOLOGIES, INC | LOREDO USEAGE FOR NOVEMBER | 450.00 | 53290 |
| 256-000-800.000 | CONTRACTED SERVICES | FIDLAR TECHNOLOGIES, INC | LOREDO USEAGE MONTH OF OCTOBER 2019 | 53.80 | 53290 |
| Total For Dept 000 GENERAL | | | | 503.80 | |
| Total For Fund 256 REGISTER OF DEEDS AUTOMATION FUND | | | | 503.80 | |
| Fund 259 INDIGENT DEFENSE FUND | | | | | |
| Dept 000 GENERAL | | | | | |
| 259-000-727.000 | OFFICE SUPPLIES | JANE JOHNSON | DEFENDER EVIDENCE MANUAL - REIMBURSE | 10.00 | 53305 |
| 259-000-727.000 | OFFICE SUPPLIES | XEROX CORPORATION | NOVEMBER 19 - METER USAGE | 153.93 | 53363 |
| 259-000-727.000 | OFFICE SUPPLIES | JACKPINE BUSINESS CENTER | 2-HOLE PUNCH, ENVELOPES, PENS | 78.92 | 53398 |
| 259-000-728.000 | POSTAGE | BENZIE COUNTY CLERK | BENZIE POSTAGE | 47.60 | 53272 |
| 259-000-729.000 | BOOK & PERIODICALS | THOMSON REUTERS - WEST | MI CRT RULES / SENTENCING GUIDELINES | 95.00 | 53361 |
| 259-000-735.000 | SOFTWARE PURCHASES | JUSTICE WORKS | 6-ACTIVE USERS - NOVEMBER 2019 | 150.00 | 53303 |
| 259-000-800.000 | CONTRACTED SERVICES-INVES | GRAND SLAM INVESTIGATION | INTERVIEW/INVESTIGATIONS | 1,087.50 | 53297 |
| 259-000-801.001 | ATTORNEY FEES - CIRCUIT COURT | WILLIAM GRANT | #16-4575-FH | 27.50 | 53173 |
| 259-000-802.000 | TRANSCRIPTS | AMANDA O'BRIEN | TRANSCRIPTS 19-299-FY & 19-269-FY | 53.30 | 53466 |
| 259-000-808.000 | WITNESS FEES | JOHN ULRICH PH.D, LLC | SERVICES 11/11/2019 | 800.00 | 53422 |
| 259-000-860.000 | TRAVEL | JANE JOHNSON | TRAVEL REIMBURSEMENT | 66.41 | 53305 |
| 259-000-860.000 | TRAVEL | JULIE MODJESKI | TRAVEL REIMBURSEMENT | 114.84 | 53329 |
| 259-000-860.000 | TRAVEL | JULIE MODJESKI | TRAVEL REIMBURSEMENT | 153.12 | 53412 |
| 259-000-861.000 | STAFF DEVELOPMENT | JANE JOHNSON | TRAVEL REIMBURSEMENT | 199.59 | 53305 |
| Total For Dept 000 GENERAL | | | | 3,037.71 | |
| Total For Fund 259 INDIGENT DEFENSE FUND | | | | 3,037.71 | |
| Fund 260 HEALTH INSURANCE FUND | | | | | |
| Dept 000 GENERAL | | | | | |
| 260-000-716.004 | LIFE INSURANCE | MADISON NATIONAL LIFE IN | LIFE INS/ ADD & STD - JANUARY 2020 | 242.23 | 53405 |
| 260-000-716.005 | STD INSURANCE | MADISON NATIONAL LIFE IN | LIFE INS/ ADD & STD - JANUARY 2020 | 4,273.27 | 53405 |
| 260-000-717.000 | HEALTH INSURANCE PREMIUMS - ADM | 44 NORTH | VSP, HRA/FLEX, COBRA ECT BUNDLE - NOV | 3,433.20 | 53263 |
| 260-000-717.000 | HEALTH INSURANCE PREMIUMS - ADM | 44 NORTH | VSP, HRA/FLEX, COBRA, ECT. BUNDLE - D | 5,089.18 | 53381 |
| 260-000-717.001 | HEALTH INSURANCE PREMIUMS - BC/ | BLUE CROSS BLUE SHIELD O | 007016448-0000 JANUARY 2020 | 91,749.33 | 53278 |
| 260-000-717.001 | HEALTH INSURANCE PREMIUMS - BC/ | BLUE CROSS BLUE SHIELD O | 007016448-0003 JANUARY 2020 | 658.24 | 53278 |
| 260-000-717.001 | HEALTH INSURANCE PREMIUMS - BC/ | BLUE CROSS BLUE SHIELD O | 007016448-0004 JANUARY 2020 | 10,441.65 | 53278 |
| 260-000-717.001 | HEALTH INSURANCE PREMIUMS - BC/ | BLUE CROSS BLUE SHIELD O | 007016448-0005 JANUARY 2020 | 1,067.81 | 53278 |
| 260-000-717.001 | HEALTH INSURANCE PREMIUMS - BC/ | BLUE CROSS BLUE SHIELD O | 007016448-0006 JANUARY 2020 | 12,591.99 | 53278 |
| 260-000-717.001 | HEALTH INSURANCE PREMIUMS - BC/ | BLUE CROSS BLUE SHIELD O | 007016448-0008 JANUARY 2020 | 3,135.73 | 53278 |
| 260-000-717.001 | HEALTH INSURANCE PREMIUMS - BC/ | SILVERSCRIPT | RETIREE PRESCRIPTIONS - JAN 2020 MED | 3,269.60 | 53419 |
| 260-000-717.004 | LIFE INSURANCE PREMIUM | TGG SOLUTIONS | LIFE INSURANCE PREMIUM JANUARY 2020 | 298.00 | 53337 |
| Total For Dept 000 GENERAL | | | | 136,250.23 | |
| Total For Fund 260 HEALTH INSURANCE FUND | | | | 136,250.23 | |
| Fund 266 LAW ENFORCEMENT TRAINING FUND | | | | | |
| Dept 000 GENERAL | | | | | |
| 266-000-860.000 | TRAVEL | PNC BANK | LT BAHICKI - MISC/TRAVEL EXPENSES | 54.00 | 53292 |
| 266-000-860.000 | TRAVEL | PNC BANK | LT.GUTOWSKI'S - MISC/NOVA SECURITY & | 5.30 | 53292 |

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| GL Number | Invoice Line Desc | Vendor | Invoice Description | Amount | Check # |
|--|---------------------------------|--------------------------|---------------------------------------|----------|---------|
| Fund 266 LAW ENFORCEMENT TRAINING FUND | | | | | |
| Dept 000 GENERAL | | | | | |
| 266-000-860.000 | TRAVEL | PNC BANK | O'HAGAN/FALK - MISC EXPENSES | 360.40 | 53292 |
| 266-000-862.000 | OFFICER AND DEPUTY MEALS | PNC BANK | LT BANICKI - MISC/TRAVEL EXPENSES | 552.52 | 53292 |
| 266-000-862.000 | OFFICER AND DEPUTY MEALS | PNC BANK | O'HAGAN/FALK - MISC EXPENSES | 15.66 | 53292 |
| 266-000-862.001 | C.O. TRAINING & TRAVEL | PNC BANK | LT.GUTOWSKI'S - MISC/NOVA SECURITY & | 7.30 | 53292 |
| Total For Dept 000 GENERAL | | | | 995.18 | |
| Total For Fund 266 LAW ENFORCEMENT TRAINING FUND | | | | 995.18 | |
| Fund 269 LAW LIBRARY FUND | | | | | |
| Dept 000 GENERAL | | | | | |
| 269-000-729.000 | BOOK & PERIODICALS | BANKS & JORDAN LAW PUBLI | LAW LIBRARY | 121.85 | 53269 |
| 269-000-729.000 | BOOK & PERIODICALS | RELX INC. DBA LEXISNEXIS | LAW LIBRARY | 264.00 | 53273 |
| 269-000-729.000 | BOOK & PERIODICALS | RELX INC. DBA LEXISNEXIS | LAW LIBRARY | 572.00 | 53274 |
| 269-000-729.000 | BOOK & PERIODICALS | RELX INC. DBA LEXISNEXIS | LAW LIBRARY | 205.10 | 53275 |
| 269-000-729.000 | BOOK & PERIODICALS | MICHIGAN LAWYERS WEEKLY | LAW LIBRARY - 1-YEAR PRINT&DIGITAL | 369.00 | 53324 |
| 269-000-729.000 | BOOK & PERIODICALS | THOMSON REUTERS - WEST | LAW LIBRARY | 263.64 | 53361 |
| Total For Dept 000 GENERAL | | | | 1,815.59 | |
| Total For Fund 269 LAW LIBRARY FUND | | | | 1,815.59 | |
| Fund 270 CORRECTIONS OFFICER TRAINING FUND | | | | | |
| Dept 000 GENERAL | | | | | |
| 270-000-862.001 | C.O. TRAINING (SKIDMORE & FROST | PNC BANK | LT.GUTOWSKI'S - MISC/NOVA SECURITY & | 1,100.00 | 53292 |
| Total For Dept 000 GENERAL | | | | 1,100.00 | |
| Total For Fund 270 CORRECTIONS OFFICER TRAINING FUND | | | | 1,100.00 | |
| Fund 284 COMMUNITY CORRECTIONS - 511 | | | | | |
| Dept 000 GENERAL | | | | | |
| 284-000-800.000 | CONTRACTED SERVICES | CATHOLIC HUMAN SERVICES, | THINKING MATTERS GRP 11/30/2019 | 750.00 | 53143 |
| Total For Dept 000 GENERAL | | | | 750.00 | |
| Total For Fund 284 COMMUNITY CORRECTIONS - 511 | | | | 750.00 | |
| Fund 292 CHILD CARE FUND | | | | | |
| Dept 000 GENERAL | | | | | |
| 292-000-832.000 | IHC - CONTRACTUAL | ROSE FOSDICK | VOLUNTEER SERVICES PROGRAM | 2,000.00 | 53160 |
| 292-000-832.000 | IHC - CONTRACTUAL | CATHOLIC HUMAN SERVICES, | AFTER SCHOOL PREVENTION - DECEMBER 20 | 7,800.00 | 53283 |
| 292-000-832.000 | IHC - CONTRACTUAL | LORI RENEE WADE | DECEMBER 2019 - SOCIAL WORK SERVICES | 1,250.00 | 53308 |
| 292-000-832.007 | ANOTHER COUNTY INSTITUTIONAL CA | MIDLAND COUNTY JUVENILE | INSTITUTIONAL CARE | 775.00 | 53328 |
| 292-000-832.007 | ANOTHER COUNTY INSTITUTIONAL CA | OTTAWA COUNTY | NOVEMBER 2019 - DETENTION | 4,950.00 | 53265 |
| 292-000-839.000 | ANOTHER COUNTY NON-SCHEDULED PA | OTTAWA COUNTY | MEDICAL EXPENSE | 3.39 | 53128 |
| 292-000-839.000 | ANOTHER COUNTY NON-SCHEDULED PA | OTTAWA COUNTY | MEDICAL EXPENSE | 16.86 | 53128 |
| 292-000-840.000 | NON SCHEDULED PAYMENTS | CARLY BAILEY | TRAVEL/SUPPLIES REIMBURSEMENTSS | 77.83 | 53133 |
| 292-000-840.000 | NON SCHEDULED PAYMENTS | CARLY BAILEY | REIMBURSEMENT | 114.33 | 53267 |
| 292-000-840.000 | NON SCHEDULED PAYMENTS | BETH JOSEPH | EXPENSE REIMBURSEMENT | 229.75 | 53276 |
| 292-000-840.000 | NON SCHEDULED PAYMENTS | CATHOLIC HUMAN SERVICES, | SERVICES FOR NOVEMBER 2019 (11/06 & 1 | 180.00 | 53284 |
| 292-000-840.000 | NON SCHEDULED PAYMENTS | BRAINS | PSYCHOLOGICAL & COMPETENCY EVALUATION | 1,270.00 | 53285 |
| 292-000-840.000 | NON SCHEDULED PAYMENTS | MANISTEE COUNTY TRANSPOR | TRANSPORTATION | 34.00 | 53314 |
| 292-000-840.000 | NON SCHEDULED PAYMENTS | SMART START | SMART TAG TETHER | 310.00 | 53356 |
| 292-000-840.000 | NON SCHEDULED PAYMENTS | RIVER CITY MUSIC SCHOOL | DRUM LESSONS | 50.00 | 53373 |
| 292-000-850.000 | TELEPHONE | CARLY BAILEY | TRAVEL/SUPPLIES REIMBURSEMENTSS | 50.00 | 53133 |
| 292-000-850.000 | TELEPHONE | CARLY BAILEY | REIMBURSEMENT | 50.00 | 53267 |

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 DB: Manistee

INVOICE GL DISTRIBUTION REPORT FOR MANISTEE COUNTY
 POST DATES 12/06/2019 - 01/13/2020
 BOTH JOURNALIZED AND UNJOURNALIZED
 BOTH OPEN AND PAID

A-13

| GL Number | Invoice Line Desc | Vendor | Invoice Description | Amount | Check # |
|--|-------------------------|--------------------------|---------------------------------------|-----------|---------|
| Fund 292 CHILD CARE FUND | | | | | |
| Dept 000 GENERAL | | | | | |
| 292-000-850.000 | TELEPHONE | AMBER BEAUMONT | TRAVEL REIMBURSEMENT | 50.00 | 53341 |
| 292-000-860.000 | TRAVEL | CARLY BAILEY | TRAVEL/SUPPLIES REIMBURSEMENTSS | 389.24 | 53133 |
| 292-000-860.000 | TRAVEL | CARLY BAILEY | REIMBURSEMENT | 194.30 | 53267 |
| 292-000-860.000 | TRAVEL | AMBER BEAUMONT | TRAVEL REIMBURSEMENT | 207.64 | 53341 |
| Total For Dept 000 GENERAL | | | | 20,002.34 | |
| Total For Fund 292 CHILD CARE FUND | | | | 20,002.34 | |
| Fund 296 JUVENILE JUSTICE FUND | | | | | |
| Dept 000 GENERAL | | | | | |
| 296-000-800.000 | CONTRACTED SERVICES | LORI RENEE WADE | DECEMBER 2019 - SOCIAL WORK SERVICES | 1,250.00 | 53308 |
| Total For Dept 000 GENERAL | | | | 1,250.00 | |
| Total For Fund 296 JUVENILE JUSTICE FUND | | | | 1,250.00 | |
| Fund 297 COMPENSATED SERVICES FUND | | | | | |
| Dept 000 GENERAL | | | | | |
| 297-000-995.000 | MISC. EXPENSE | ALERUS FINANCIAL | 12/2019 NERS-DC HYBRID (MANISTEE COUN | 11,252.74 | 53382 |
| Total For Dept 000 GENERAL | | | | 11,252.74 | |
| Total For Fund 297 COMPENSATED SERVICES FUND | | | | 11,252.74 | |
| Fund 298 COUNTY EMPLOYEE SEPERATION FUND | | | | | |
| Dept 000 GENERAL | | | | | |
| 298-000-214.701 | DUE TO TRUST AND AGENCY | MANISTEE CO. TREASURER | DUE TO TRUST & AGENCY | 19,890.00 | 53315 |
| Total For Dept 000 GENERAL | | | | 19,890.00 | |
| Total For Fund 298 COUNTY EMPLOYEE SEPERATION FUND | | | | 19,890.00 | |
| Fund 620 FORECLOSURE FUND | | | | | |
| Dept 000 GENERAL | | | | | |
| 620-000-930.001 | COPIER LEASE PAYMENT | XEROX CORPORATION | TREASURER BASE/ COPIES NOVEMBER 201 | 260.54 | 53363 |
| Total For Dept 000 GENERAL | | | | 260.54 | |
| Total For Fund 620 FORECLOSURE FUND | | | | 260.54 | |
| Fund 701 TRUST AND AGENCY FUND | | | | | |
| Dept 000 GENERAL | | | | | |
| 701-000-275.000 | CASH REFUNDS | MARCH JAMES D OR ALICE | 2019 DEC BOR GRANTED POVERTY/ VILL RE | 645.39 | 47090 |
| 701-000-275.000 | CASH REFUNDS | CUSHING STEVEN | DEC 2019 BOR GRANTED 100% PRE FOR 201 | 585.88 | 47091 |
| 701-000-275.000 | CASH REFUNDS | CUSHING STEVEN | DEC 2019 BOR GRANTED 100% PRE FOR 201 | 568.74 | 47091 |
| 701-000-275.000 | CASH REFUNDS | CUSHING STEVEN | DEC 2019 BOR GRANTED 100% PRE FOR 201 | 573.86 | 47091 |
| 701-000-275.000 | CASH REFUNDS | SHITH RICHARD D JR | 2018 Win Tax Refund 04-031-175-00 | 129.08 | 47092 |
| 701-000-275.000 | CASH REFUNDS | CARRIVEAU DAVID OR LAURA | DEC 2019 BOR GRANTED 100% PRE FOR 201 | 160.63 | 47093 |
| 701-000-275.000 | CASH REFUNDS | KNUDSEN BREANNA | DEC 2019 BOR GRANTED 100% PRE FOR 201 | 750.83 | 47094 |
| 701-000-275.000 | CASH REFUNDS | FITZSIMMONS DYLAN L OR H | DEC 2019 BOR GRANTED 100% PRE FOR 201 | 843.55 | 47095 |
| 701-000-275.000 | CASH REFUNDS | DENSMORE JEFFERY S | DEC 2019 BOR GRANTED 100% PRE FOR 201 | 1,088.19 | 47096 |
| 701-000-275.000 | CASH REFUNDS | DENSMORE JEFFERY S | DEC 2019 BOR GRANTED 100% PRE FOR 201 | 1,268.96 | 47096 |
| 701-000-275.000 | CASH REFUNDS | TAGESON WILLIAM S OR DEB | DEC 2019 BOR GRANTED 100% PRE FOR 201 | 702.31 | 47097 |
| 701-000-275.000 | CASH REFUNDS | TAGESON WILLIAM S OR DEB | DEC 2019 BOR GRANTED 100% PRE FOR 201 | 681.87 | 47097 |
| 701-000-275.000 | CASH REFUNDS | TAGESON WILLIAM S OR DEB | DEC 2019 BOR GRANTED 100% PRE FOR 201 | 681.75 | 47097 |
| 701-000-275.000 | CASH REFUNDS | FARRON ROBIE | DEC 2019 BOR GRANTED 100% PRE FOR 201 | 730.36 | 47098 |
| 701-000-275.000 | CASH REFUNDS | PIERSON ESTHER | DEC 2019 BOR GRANTED 100% PRE FOR 201 | 66.02 | 47099 |
| 701-000-275.000 | CASH REFUNDS | PIERSON ESTHER | DEC 2019 BOR GRANTED 100% PRE FOR 201 | 66.61 | 47099 |

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INVOICE GL DISTRIBUTION REPORT FOR MANISTEE COUNTY
 POST DATES 12/06/2019 - 01/13/2020
 BOTH JOURNALIZED AND UNJOURNALIZED
 BOTH OPEN AND PAID

A-14

| GL Number | Invoice Line Desc | Vendor | Invoice Description | Amount | Check # |
|--|-------------------|---------------------|---------------------------------------|-----------|---------|
| Fund 701 TRUST AND AGENCY FUND | | | | | |
| Dept 000 GENERAL | | | | | |
| 701-000-275.000 | CASH REFUNDS | PIERSON ESTHER | DEC 2019 BOR GRANTED 100% PRE FOR 201 | 68.00 | 47099 |
| 701-000-275.000 | CASH REFUNDS | BREDBANNER HANCY D | DEC 2019 BOR GRANTED POVERTY EXENPTIO | 265.49 | 47100 |
| 701-000-275.000 | CASH REFUNDS | PEPERA THERESA OR | DEC 2019 BOR GRANTED 100% PRE FOR 201 | 1,314.41 | 47101 |
| 701-000-275.000 | CASH REFUNDS | PEPERA THERESA OR | DEC 2019 BOR GRANTED 100% PRE FOR 201 | 1,308.96 | 47101 |
| 701-000-275.000 | CASH REFUNDS | STIRRETT DAVID L OR | 2017 Win Tax Refund 04-002-400-20 | 913.47 | 47102 |
| 701-000-275.000 | CASH REFUNDS | STIRRETT DAVID L OR | 2018 Win Tax Refund 04-002-400-20 | 932.65 | 47102 |
| Total For Dept 000 GENERAL | | | | 14,353.01 | |
| Total For Fund 701 TRUST AND AGENCY FUND | | | | 14,353.01 | |

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DB: Manistee

INVOICE GL DISTRIBUTION REPORT FOR MANISTEE COUNTY
POST DATES 12/06/2019 - 01/13/2020
BOTH JOURNALIZED AND UNJOURNALIZED
BOTH OPEN AND PAID

Page: 13/13

GL Number Invoice Line Desc Vendor Invoice Description Amount Check #

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Fund Totals:

| | |
|------------------------|------------|
| Fund 101 GENERAL FUND | 163,350.29 |
| Fund 220 LOCAL REVENUE | 4,000.00 |
| Fund 225 RECYCLING FUN | 720.00 |
| Fund 253 REMONUMENTATI | 4,111.00 |
| Fund 256 REGISTER OF D | 503.80 |
| Fund 259 INDIGENT DEFE | 3,037.71 |
| Fund 260 HEALTH INSURA | 136,250.23 |
| Fund 266 LAW ENFORCEME | 995.18 |
| Fund 269 LAW LIBRARY F | 1,815.59 |
| Fund 270 CORRECTIONS O | 1,100.00 |
| Fund 284 COMMUNITY COR | 750.00 |
| Fund 292 CHILD CARE FU | 20,002.34 |
| Fund 296 JUVENILE JUST | 1,250.00 |
| Fund 297 COMPENSATED S | 11,252.74 |
| Fund 298 COUNTY EMPLOY | 19,890.00 |
| Fund 620 FORECLOSURE F | 260.54 |
| Fund 701 TRUST AND AGE | 14,353.01 |

Total For All Funds: 383,642.43

APPENDIX B

VI.

STANDING COMMITTEES AND SPECIAL ASSIGNMENTS

A. Standing Committees. In addition to its regular duties, each committee shall act as liaison between the Board and the various County offices, boards and agencies which are applicable to that committee. The committee will formulate a recommendation and refer the matter to the full Board or another appropriate committee. The Board of Commissioners shall have the following Standing Committees which shall consist of the number of members listed:

| | | |
|----|---|--------------|
| 1. | Policy Committee | 3 |
| 2. | Ways & Means/Finance/Equalization/Investment/ Physical Resources Committee | 3 |
| 3. | Public Safety Committee | 3 |
| 4. | Technology/Information Committee | 3 (+ Staff) |
| 5. | Executive/Joint Court Committee | 3 |
| 6. | Personnel Committee | 3 |
| 7. | Green Team/Recycling Committee | 3 |
| 8. | Regional Summit Committee | 3 |

B. Duties of Standing Committees.

1. Policy Committee. This Committee reviews all policies in an effort to achieve standardization, serve as a clearinghouse, and shall compile and maintain a central policy handbook. Makes recommendations as necessary. Reviews all Resolutions received by the members of the Board of Commissioners and presents the same to the full Board for review and adoption. Committee shall meet at least quarterly.
2. Ways & Means/Finance/Equalization/Investment/Physical Resources Committee. This Committee serves as the financial watchdog of the County. This Committee works with the County Controller/Administrator, the Finance Officer and all Departments, Courts and agencies in the preparation of the annual budget. Reviews and makes recommendations on all requests for new funding, including staff, new programs and equipment. Reviews all claims for payment, approves payment as provided in the Appropriation Act. Reviews status of approved capital improvements. This committee is also responsible for Equalization Department issues. Works with the County Treasurer on policy regarding the County's investments. Functional areas of responsibility include Building Authority, Equalization Department, County Treasurer, non-profit organizations, insurance, and unemployment.



APPENDIX C

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: Lisa Sagala, HR Manager/Assistant Administrator *JS*

DATE: January 13, 2020

RE: Unused Accumulated Vacation, Sick Time and Personal Day Payment

| | | |
|--|-------------------|--------------------------|
| Employee Name: | Kenneth Falk | |
| Department: | Sheriff's Office | |
| Employee #: | 1416 | |
| Hourly Rate: | \$31.95 | |
| Resignation Date: | December 31, 2019 | Appointed Sheriff 1/1/20 |
| 2019 Unused Vacation Hours: | | 0.00 |
| 2020 Earned Vacation Hours: | | 200.00 |
| 2019 Unused Accumulated Sick Hours: | | 7.0 |
| 2019 Unused Personal Day Hours: | | 20.00 |
| 2019 Unused Vacation Payment: | | \$0.00 |
| 2020 Earned Vacation Payment: | | \$6,390.00 |
| 2019 Unused Sick Time Payment: | | \$223.65 |
| 2019 Unused Personal Day Payment: | | \$639.00 |
| 2019 Unused Cleaning Allowance Due County: | | \$0.00 |
| 2019 Shift Differential Due Employee: | | \$0.00 |
| Total Amount Due: | | <u>\$7,252.65</u> |

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, January 21, 2020

Jeffrey Dontz, County Board Chairperson

APPENDIX D

USE OF SPACE AGREEMENT

This agreement is made this ____ day of _____, 2020, between the County of Manistee, 415 Third Street, Manistee, MI 49660 (County) and the Jowett Family Funeral Home, 7223 South Street, Benzonia, MI 49616 (Funeral Home).

WHEREAS, the County has appointed a county medical examiner (CME); and

WHEREAS, the CME often has to perform an autopsy on the body of a deceased person; and

WHEREAS, the performance of an autopsy requires a room of suitable size and suitably equipped for the performance of said autopsy; and

WHEREAS, the County requires that the room is able to be secured, and that sufficient space is available for the County's use of a secured mortuary refrigerator unit; and

WHEREAS, the Funeral Home is willing to make suitable space available to the CME for the performance by said county medical examiner of an autopsy and for County's use of a secured mortuary refrigerator unit; and

WHEREAS, the County desires to secure suitable space from the Funeral Home for the CME to perform an autopsy when necessary to do so;

NOW, THEREFORE, the County and the Funeral Home AGREE AS FOLLOWS:

- 1. The Funeral Home will make suitable space available to the CME to enable the CME to perform an autopsy at such times when requested by the CME.**
- 2. Such space shall meet the following requirements:**
 - The space can be secured to limit access to authorized parties.**
 - Other as agreed upon by Building owner and Medical Examiner.**
- 3. When specific equipment needed to perform an particular autopsy is not available at the Funeral Home, the CME, acting in her or his discretion, will arrange for the body to be transported to another suitable morgue facility.**
- 4. Following the performance of each autopsy, the Funeral Home will invoice the County in the amount of \$300.00, and the County shall pay same within 30 days.**
- 5. The purpose of this agreement is to provide suitable space and equipment for the CME to perform an autopsy on those occasions when the CME is required or requested to perform**

- one. This agreement is not a lease and does not guarantee use of any specific space throughout the agreement's term.
6. Use of the Funeral Home for performing an autopsy shall be within the discretion of the CME and nothing herein shall obligate the CME to perform any specific number of autopsies at the Funeral Home.
 7. The Funeral Home shall maintain a policy of general liability insurance for damages to property or injuries to persons while on the Funeral Home's premises. Likewise, the County shall maintain a policy of general liability insurance covering damages to property or injuries to persons caused by the acts of its officers, employees, agents and/or appointees. Both policies shall be in such amount as shall be acceptable to the chief administrative officer of the County.
 8. Nothing in this agreement shall be construed to establish a partnership or joint venture between the parties.
 9. This agreement shall continue in effect until December 31, 2022, and may be terminated by either party by providing 60 days written notice of such termination sent to the other party at the address first listed above. Any termination notice to the County shall be sent to the attention of the County Administrator.
 10. This agreement is the entire and only agreement between the parties relative to its subject matter and any changes or amendments to this agreement shall be in a written document signed by both parties.

MANISTEE COUNTY

JOWETT FUNERAL HOME

Jeffrey Dontz, Chairman

Date: _____

Date: _____

APPENDIX E



109 S James St Ludington, MI 49431
231-843-4411
www.instrumentalmusicandsound.com

December 18 2019

Manistee County Court House
415 Third Street
Manistee MI 49660
Attn: David Kieft

Hello David,

I was contacted by Bruce Schimke in regards to installing a sound system in the council meeting room. Enclosed is the quote for your consideration. I emailed the quote to Bruce yesterday however there is a problem with our email server and the quote did not make it to Bruce before the system went down.

The system is very similar to the system that I installed at the Filer Township Hall this past summer. The reports that I have received indicate that the system is working very well for them.

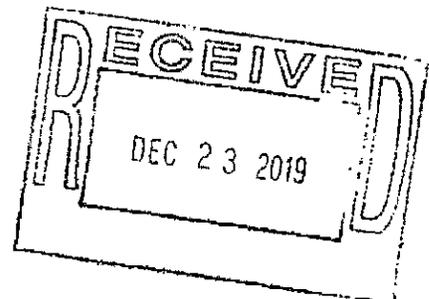
The system will include a wireless podium style microphone at each position. There are a total of 12 mics in the system due to the fact that they are sold in banks of 4. It will be possible to set the volume of each mic independently. In addition to the main amplifier there will be a wall mounted rack to house all of the equipment. The system will have a rack mount power strip that will serve as the master on/off for all of the equipment in the rack. Once everything is set properly it should be very simple to operate.

There will also be two ceiling speakers that will be spaced to provide even coverage of sound for the seating area.

That covers the basics of the system. Please feel to call me if you need clarification of any of the details. Thank you for the opportunity and your consideration.

Regards,

Dave North
Instrumental Music and Sound



Manistee Court House

E-2

| Manistee County Court House | | | |
|---|-------|----------|------------|
| item | count | price | total |
| VocoPro Digital conference 12 12 channel wireless system with mics | 1 | \$949.00 | \$949.00 |
| Crown 160 MA amplifier | 1 | \$319.00 | \$319.00 |
| Atlas FAP 42 TC ceiling speaker | 2 | \$119.00 | \$238.00 |
| speaker cable from amp to speakers (ft.) | 50 | \$0.45 | \$22.50 |
| misc patch cables for PA hookup | 1 | \$50.00 | \$50.00 |
| Mid Atlantic SBX-7 wall mount rack | 1 | \$349.00 | \$349.00 |
| misc. hardware and connectors etc. | 1 | \$50.00 | \$50.00 |
| Furman M power supply/strip | 1 | \$79.00 | \$79.00 |
| Sub Total | | | \$2,056.50 |
| Install Labor | | \$500.00 | \$500.00 |
| Total | | | \$2,556.50 |

APPENDIX F

David Kieft

From: Joe Coleman <jcoleman@mcmcf.org>
Sent: Thursday, January 09, 2020 9:30 AM
To: Jill Nowak; David Kieft; Julie Schmeling
Cc: Beth Taylor; dougaparkes@hotmail.com
Subject: Millage Renewal for the Medical Care

[WARNING: External Message]
Happy New Year, everyone!

I would like to get the Medical Care's Millage Renewal on the May ballot if possible. Could we get on the Ways & Means Meeting agenda on Wednesday, January 15 at 8:30 AM? We will need the amount that the millage will generate for the proposal from the Equalization Department. Please let us know if there is anything else we need to do. Unfortunately, Doug and I will be out of town and Beth will have auditors in the building all week.

This is a draft of what we would like to see on the ballot which is essentially the same as what we did five years ago and ten years ago:

Manistee County

Manistee County Medical Care Facility

Millage Renewal

Ballot Proposition

Shall the County of Manistee renew a previous(ly) voted increase in the tax limitation imposed under Article IX, Section 6 of the Michigan Constitution on general ad valorem taxes within Manistee County, Michigan, for a period of five (5) years, 2021, 2022, 2023, 2024 and 2025, inclusive, by up to 0.5000 mills (\$.50 on each \$1,000 of taxable value), to be used as payment of the financial obligation of the County of Manistee for the support and operation of the Manistee County Medical Care Facility; and shall the County levy such renewal in millage for said purpose, thereby raising in the first year of such levy an estimated \$550,161?

\$578,000. Yes

No



APPENDIX G

GRANT NO. 2020 MMOOG MANISTEE

GRANT BETWEEN
THE STATE OF MICHIGAN
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
AND
MANISTEE COUNTY

GRANTEE/ADDRESS:

David Kieft Jr.
Manistee County
415 Third St.
Manistee, MI 49660
231-398-3504
dkieft@manisteecountymi.gov

GRANT ADMINISTRATOR/ADDRESS:

Operations Support Section
Marijuana Regulatory Agency
Department of Licensing and Regulatory Affairs
2407 N Grand River Ave
P.O. Box 30205
Lansing, MI 48909
Office Number: 517-284-8539
Email: MRA-MMOOG@michigan.gov

GRANT PERIOD:

From January 1, 2020 to September 15, 2020

TOTAL AUTHORIZED BUDGET: \$4,762

Federal Contribution: \$
State Contribution: \$4,762
Local Contribution: \$
Other Contributions: \$

ACCOUNTING DETAIL:

Accounting Template No.: 6411113T010

GRANT

This is Grant #2020 MMOOG MANISTEE between the Department of Licensing and Regulatory Affairs (Grantor), and MANISTEE County (Grantee), subject to terms and conditions of this grant agreement (Agreement).

1.0 Statement of Purpose

The Michigan Medical Marihuana Operation and Oversight Grant to Counties is provided for in the Michigan Medical Marihuana Act, MCL 333.26421 et seq. The purpose of the Grant is to provide funding to counties to be used for education, communication, and outreach regarding the Michigan Medical Marihuana Act.

1.1 Statement of Work

The Grantee agrees to undertake, perform, and complete the services that are more specifically described in the Grantee's Proposal, Attachment A.

1.2 Detailed Budget

- A. This Agreement does not commit the State of Michigan (State) or the Department of Licensing and Regulatory Affairs (LARA) to approve requests for additional funds at any time.
- B. Attachment B is the Budget. The Grantee agrees that all funds shown in the Budget are to be spent as detailed in the Budget.
- C. If applicable, travel expenses will not be reimbursed at rates greater than the State Travel Rates, Attachment C, without the prior written consent of the Grant Administrator.

Changes in the Budget will be allowed only upon prior review and written approval by the Grant Administrator.

1.3 Payment Schedule

The maximum amount of grant assistance offered is \$4,762. Progress payments up to a total of 85% of the Total Authorized Budget may be made upon submission of a Grantee request indicating grant funds received to date, project expenditures to date (supported with computer printouts of accounts, general ledger sheets, balance sheets, etc.), and objectives completed to date. Backup documentation such as computer printouts of accounts, ledger sheets, check copies, etc. shall be maintained for audit purposes in order to comply with this Agreement. The payment of the final 15% of the grant amount shall be made after completion of the project and after the Grant Administrator has received and approved a final report, if applicable. The final

payment is also contingent upon the submission of a final invoice that includes expenditures of grant funds reported by line item and compared to the approved Budget.

Public Act 279 of 1984 states that the state shall take all steps necessary to assure that payment for goods or services, is mailed within 45 days after receipt of the goods or services, a complete invoice for goods or services, or a complete contract for goods or services, whichever is later.

1.4 Monitoring and Reporting Program Performance

- A. **Monitoring.** The Grantee shall monitor performance to assure that time schedules are being met and projected work by time period is being accomplished.
- B. **Reports.** The Grantee shall submit to the Grant Administrator 3 performance reports that briefly present the following information:
 - 1. Percent of completion of the project objectives. This should include a brief outline of the work accomplished during the reporting period and the work to be completed during the subsequent reporting period.
 - 2. A breakdown of the expenses that occurred within the reporting period along with supporting documentation that the expenses to be reimbursed were incurred by the county department.
 - 3. Brief description of problems or delays, real or anticipated, which should be brought to the attention of the Grant Administrator.
 - 4. Statement concerning any significant deviation from previously agreed-upon Statement of Work.
 - 5. The reports are due on **April 1, 2020, July 1, 2020 and September 15, 2020.** Further, the Department of Licensing and Regulatory Affairs has provided a Financial Status Report form that is to be completed with each report submission.
- C. **A Final Report is required.** The Grantee will do the following:
 - 1. The Grantee shall submit 1 final electronic copy of the report to the Grant Administrator by **September 15, 2020.**
 - 2. The final report will include the following information:
 - a. A summary of the project implementation plan and any deviations from the original project as proposed.

- b. Accomplishments and problems experienced while carrying out the project activities.
 - c. Coordinated efforts with other organizations to complete the project.
 - d. Impacts, anticipated and unanticipated, experienced as a result of the project implementation.
 - e. Financial expenditures of grant money and other contributions to the project, in-kind and/or direct funding.
 - f. Any experience in applying the project products and anticipated "next steps".
 - g. Actual Budget expenditures compared to the Budget in this Agreement. Include the basis or reason for any discrepancies.
3. The final report may be combined with the September 15, 2020 report provided that it includes all of the data requested in Sections 1.4(B) and 1.4 (C).

PART II - GENERAL PROVISIONS

2.1 Project Changes

Grantee must obtain prior written approval for project changes from the Grant Administrator. See Section 1.2, Detailed Budget.

2.2 Delegation

Grantee may not delegate any of its obligations under the Grant without the prior written approval of the State. Grantee must notify the State at least 90 calendar days before the proposed delegation, and provide the State any information it requests to determine whether the delegation is in its best interest. If approved, Grantee must: (a) be the sole point of contact regarding all contractual project matters, including payment and charges for all Grant Activities; (b) make all payments to the subgrantee; and (c) incorporate the terms and conditions contained in this Grant in any subgrant with a subgrantee. Grantee remains responsible for the completion of the Grant Activities, compliance with the terms of this Grant, and the acts and omissions of the subgrantee. The State, in its sole discretion, may require the replacement of any subgrantee.

2.3 Project Income

To the extent that it can be determined that interest was earned on advances of funds, such interest shall be remitted to the Grantor. All other program income shall either be added to the project budget and used to further eligible program objectives or deducted from the total

program budget for the purpose of determining the amount of reimbursable costs. The final determination shall be made by the Grant Administrator.

2.4 Share-in-savings

The Grantor expects to share in any cost savings realized by the Grantee. Therefore, final Grantee reimbursement will be based on actual expenditures. Exceptions to this requirement must be approved in writing by the Grant Administrator.

2.5 Order of Spending

Unless otherwise required, Grantee shall expend funds in the following order: (1) private or local funds, (2) federal funds, and (3) state funds. Grantee is responsible for securing any required matching funds from sources other than the State.

2.6 Purchase of Equipment

The purchase of equipment not specifically listed in the Budget, Attachment B, must have prior written approval of the Grant Administrator. Equipment is defined as non-expendable personal property having a useful life of more than one year. Such equipment shall be retained by the Grantee unless otherwise specified at the time of approval.

2.7 Accounting

The Grantee shall adhere to the Generally Accepted Accounting Principles and shall maintain records which will allow, at a minimum, for the comparison of actual outlays with budgeted amounts. The Grantee's overall financial management system must ensure effective control over and accountability for all funds received. Accounting records must be supported by source documentation including, but not limited to, balance sheets, general ledgers, time sheets and invoices. The expenditure of state funds shall be reported by line item and compared to the Budget.

2.8 Records Maintenance, Inspection, Examination, and Audit

The State or its designee may audit Grantee to verify compliance with this Grant. Grantee must retain, and provide to the State or its designee upon request, all financial and accounting records related to the Grant through the term of the Grant and for 7 years after the latter of termination, expiration, or final payment under this Grant or any extension ("Audit Period"). If an audit, litigation, or other action involving the records is initiated before the end of the Audit Period, Grantee must retain the records until all issues are resolved.

Within 10 calendar days of providing notice, the State and its authorized representatives or designees have the right to enter and inspect Grantee's premises or any other places where Grant Activities are being performed, and examine, copy, and audit all records related to this Grant. Grantee must cooperate and provide reasonable assistance. If any financial errors are revealed, the amount in error must be reflected as a credit or debit on subsequent invoices until the amount

is paid or refunded. Any remaining balance at the end of the Grant must be paid or refunded within 45 calendar days.

This Section applies to Grantee, any parent, affiliate, or subsidiary organization of Grantee, and any subgrantee that performs Grant Activities in connection with this Grant.

If the Grantee is a governmental or non-profit organization and expends the minimum level specified in OMB Uniform Guidance (\$750,000 as of December 26, 2013) or more in total federal funds in its fiscal year, then Grantee is required to submit an Audit Report to the Federal Audit Clearinghouse (FAC) as required in 200.36.

2.9 Competitive Bidding

The Grantee agrees that all procurement transactions involving the use of state funds shall be conducted in a manner that provides maximum open and free competition. When competitive selection is not feasible or practical, the Grantee agrees to obtain the written approval of the Grant Administrator before making a sole source selection. Sole source contracts should be negotiated to the extent that such negotiation is possible.

3.0 Liability

The State is not liable for any costs incurred by the Grantee before the start date or after the end date of this Agreement. Liability of the State is limited to the terms and conditions of this Agreement and the grant amount.

3.1 Intellectual Property

Unless otherwise required by law, all intellectual property developed using funds from this Agreement, including copyright, patent, trademark and trade secret, shall belong to the Grantee.

3.2 Safety

The Grantee, and all subgrantees are responsible for ensuring that all precautions are exercised at all times for the protection of persons and property. Safety provisions of all Applicable Laws and building and construction codes shall be observed. The Grantee, and every subgrantee are responsible for compliance with all federal, state and local laws and regulations in any manner affecting the work or performance of this Agreement and shall at all times carefully observe and comply with all rules, ordinances, and regulations. The Grantee, and all subgrantees shall secure all necessary certificates and permits from municipal or other public authorities as may be required in connection with the performance of this Agreement.

3.3 General Indemnification

Inasmuch as each party to this grant is a governmental entity of the State of Michigan, each party to this grant must seek its own legal representation and bear its own costs; including

judgments, in any litigation which may arise from the performance of this grant. It is specifically understood and agreed that neither party will indemnify the other party in such litigation.

3.4 Termination

A. Termination for Cause

The State may terminate this Grant for cause, in whole or in part, if Grantee, as determined by the State: (a) endangers the value, integrity, or security of any location, data, or personnel; (b) becomes insolvent, petitions for bankruptcy court proceedings, or has an involuntary bankruptcy proceeding filed against it by any creditor; (c) engages in any conduct that may expose the State to liability; (d) breaches any of its material duties or obligations; or (e) fails to cure a breach within the time stated in a notice of breach. Any reference to specific breaches being material breaches within this Grant will not be construed to mean that other breaches are not material.

If the State terminates this Grant under this Section, the State will issue a termination notice specifying whether Grantee must: (a) cease performance immediately, or (b) continue to perform for a specified period. If it is later determined that Grantee was not in breach of the Grant, the termination will be deemed to have been a Termination for Convenience, effective as of the same date, and the rights and obligations of the parties will be limited to those provided in Subsection B, Termination for Convenience.

The State will only pay for amounts due to Grantee for Grant Activities accepted by the State on or before the date of termination, subject to the State's right to set off any amounts owed by the Grantee for the State's reasonable costs in terminating this Grant. The Grantee must pay all reasonable costs incurred by the State in terminating this Grant for cause, including administrative costs, attorneys' fees, court costs, transition costs, and any costs the State incurs to procure the Grant Activities from other sources.

B. Termination for Convenience

The State may immediately terminate this Grant in whole or in part without penalty and for any reason, including but not limited to, appropriation or budget shortfalls. If the State terminates this Grant for convenience, the State will pay all reasonable costs, as determined by the State, for State approved Grant Responsibilities.

3.5 Conflicts and Ethics

Grantee will uphold high ethical standards and is prohibited from: (a) holding or acquiring an interest that would conflict with this Grant; (b) doing anything that creates an appearance of impropriety with respect to the award or performance of the Grant; (c) attempting

to influence or appearing to influence any State employee by the direct or indirect offer of anything of value; or (d) paying or agreeing to pay any person, other than employees and consultants working for Grantee, any consideration contingent upon the award of the Grant. Grantee must immediately notify the State of any violation or potential violation of these standards. This Section applies to Grantee, any parent, affiliate, or subsidiary organization of Grantee, and any subgrantee that performs Grant Activities in connection with this Grant.

3.6 Non-Discrimination

Under the Elliott-Larsen Civil Rights Act, 1976 PA 453, MCL 37.2101, et seq., and the Persons with Disabilities Civil Rights Act, 1976 PA 220, MCL 37.1101, et seq., Grantee and its subgrantees agree not to discriminate against an employee or applicant for employment with respect to hire, tenure, terms, conditions, or privileges of employment, or a matter directly or indirectly related to employment, because of race, color, religion, national origin, age, sex, height, weight, marital status, partisan considerations, or a disability or genetic information that is unrelated to the person's ability to perform the duties of a particular job or position. Breach of this covenant is a material breach of this Grant.

3.7 Unfair Labor Practices

Under MCL 423.324, the State may void any Grant with a Grantee or subgrantee who appears on the Unfair Labor Practice register compiled under MCL 423.322.

3.8 Force Majeure

Neither party will be in breach of this Grant because of any failure arising from any disaster or acts of god that are beyond their control and without their fault or negligence. Each party will use commercially reasonable efforts to resume performance. Grantee will not be relieved of a breach or delay caused by its subgrantees. If immediate performance is necessary to ensure public health and safety, the State may immediately Grant with a third party.

3.9 Media Releases

News releases (including promotional literature and commercial advertisements) pertaining to the Grant or project to which it relates must not be made without prior written State approval, and then only in accordance with the explicit written instructions of the State.

4.0 Website Incorporation

The State is not bound by any content on Grantee's website unless expressly incorporated directly into this Grant.

4.1 Certification Regarding Debarment

The Grantee certifies, by signature to this Agreement, that neither it nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily

excluded from participation in this Agreement by any federal or State department or agency. If the Grantee is unable to certify to any portion of this statement, the Grantee shall attach an explanation to this Agreement.

4.2 Illegal Influence

The Grantee certifies, to the best of his or her knowledge and belief that:

- A. No federal appropriated funds have been paid nor will be paid, by or on behalf of the Grantee, to any person for influencing or attempting to influence an officer or employee of any agency, a member of Congress, an officer or employee of Congress, or an employee of a member of Congress in connection with the awarding of any federal contract, the making of any federal grant, the making of any federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any federal contract, grant, loan or cooperative agreement.
- B. If any funds other than federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a member of Congress, an officer or employee of Congress, or an employee of a member of Congress in connection with this grant, the Grantee shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.
- C. The Grantee shall require that the language of this certification be included in the award documents for all grants or subcontracts and that all subrecipients shall certify and disclose accordingly.

The State has relied upon this certification as a material representation. Submission of this certification is a prerequisite for entering into this Agreement imposed by 31 USC § 1352. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

The Grantee certifies, to the best of his or her knowledge and belief that no state funds have been paid nor will be paid, by or on behalf of the Grantee, to any person for influencing or attempting to influence an officer or employee of any State agency, a member of the Legislature, or an employee of a member of the Legislature in connection with the awarding of any state contract, the making of any state grant, the making of any state loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any state contract, grant, loan or cooperative agreement.

4.3 Governing Law

This Grant is governed, construed, and enforced in accordance with Michigan law, excluding choice-of-law principles, and all claims relating to or arising out of this Grant are governed by Michigan law, excluding choice-of-law principles. Any dispute arising from this

Grant must be resolved in Michigan Court of Claims. Grantee consents to venue in Ingham County, and waives any objections, such as lack of personal jurisdiction or forum non conveniens. Grantee must appoint agents in Michigan to receive service of process.

4.4 Compliance with Laws

Grantee must comply with all federal, state and local laws, rules and regulations.

4.5 Disclosure of Litigation, or Other Proceeding

Grantee must notify the State within 14 calendar days of receiving notice of any litigation, investigation, arbitration, or other proceeding (collectively, "Proceeding") involving Grantee, a subgrantee, or an officer or director of Grantee or subgrantee, that arises during the term of the Grant, including: (a) a criminal Proceeding; (b) a parole or probation Proceeding; (c) a Proceeding under the Sarbanes-Oxley Act; (d) a civil Proceeding involving: (1) a claim that might reasonably be expected to adversely affect Grantee's viability or financial stability; or (2) a governmental or public entity's claim or written allegation of fraud; or (e) a Proceeding involving any license that Grantee is required to possess in order to perform under this Grant.

4.6 Assignment

Grantee may not assign this Grant to any other party without the prior approval of the State. Upon notice to Grantee, the State, in its sole discretion, may assign in whole or in part, its rights or responsibilities under this Grant to any other party. If the State determines that a novation of the Grant to a third party is necessary, Grantee will agree to the novation, provide all necessary documentation and signatures, and continue to perform, with the third party, its obligations under the Grant.

4.7 Entire Grant and Modification

This Grant is the entire agreement and replaces all previous agreements between the parties for the Grant Activities. This Grant may not be amended except by signed agreement between the parties.

4.8 Grantee Relationship

Grantee assumes all rights, obligations and liabilities set forth in this Grant. Grantee, its employees, and agents will not be considered employees of the State. No partnership or joint venture relationship is created by virtue of this Grant. Grantee, and not the State, is responsible for the payment of wages, benefits and taxes of Grantee's employees and any subgrantees. Prior performance does not modify Grantee's status as an independent Grantee.

4.9 Dispute Resolution

The parties will endeavor to resolve any Grant dispute in accordance with this provision. The dispute will be referred to the parties' respective Grant Administrators or Program

Managers. Such referral must include a description of the issues and all supporting documentation. The parties must submit the dispute to a senior executive if unable to resolve the dispute within 15 business days. The parties will continue performing while a dispute is being resolved, unless the dispute precludes performance. A dispute involving payment does not preclude performance.

Litigation to resolve the dispute will not be instituted until after the dispute has been elevated to the parties' senior executive and either concludes that resolution is unlikely, or fails to respond within 15 business days. The parties are not prohibited from instituting formal proceedings: (a) to avoid the expiration of statute of limitations period; (b) to preserve a superior position with respect to creditors; or (c) where a party makes a determination that a temporary restraining order or other injunctive relief is the only adequate remedy. This Section does not limit the State's right to terminate the Grant.

5.0 Severability

If any part of this Grant is held invalid or unenforceable, by any court of competent jurisdiction, that part will be deemed deleted from this Grant and the severed part will be replaced by agreed upon language that achieves the same or similar objectives. The remaining Grant will continue in full force and effect.

5.1 Waiver

Failure to enforce any provision of this Grant will not constitute a waiver.

SIGNATURES APPEAR ON THE FOLLOWING PAGE

5.2 Signatories

The signatories warrant that they are empowered to enter into this Agreement and agree to be bound by it.

LeAnn Droste on behalf of LeAnn Droste 1-6-2020
 LeAnn Droste, Director Date
 Bureau of Finance and Administrative Services
 Department of Licensing and Regulatory Affairs
 State of Michigan

 David Kieft Jr. _____
 County Controller/Administrator Date
 Manistee County

GRANT NO. 2020 MMOOG MANISTEE

2020

APPENDIX H

January

| S | M | T | W | T | F | S |
|----|----|----|----|----|----|----|
| | | | 1 | 2 | 3 | 4 |
| 5 | 6 | 7 | 8 | 9 | 10 | 11 |
| 12 | 13 | 14 | 15 | 16 | 17 | 18 |
| 19 | 20 | 21 | 22 | 23 | 24 | 25 |
| 26 | 27 | 28 | 29 | 30 | 31 | |

February

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| 23 | 24 | 25 | 26 | 27 | 28 | 29 |

March

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| 15 | 16 | 17 | 18 | 19 | 20 | 21 |
| 22 | 23 | 24 | 25 | 26 | 27 | 28 |
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April

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| 19 | 20 | 21 | 22 | 23 | 24 | 25 |
| 26 | 27 | 28 | 29 | 30 | | |

May

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| 17 | 18 | 19 | 20 | 21 | 22 | 23 |
| 24 | 25 | 26 | 27 | 28 | 29 | 30 |
| 31 | | | | | | |

June

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| 14 | 15 | 16 | 17 | 18 | 19 | 20 |
| 21 | 22 | 23 | 24 | 25 | 26 | 27 |
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July

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August

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| 23 | 24 | 25 | 26 | 27 | 28 | 29 |
| 30 | 31 | | | | | |

September

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| 27 | 28 | 29 | 30 | | | |

October

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| 11 | 12 | 13 | 14 | 15 | 16 | 17 |
| 18 | 19 | 20 | 21 | 22 | 23 | 24 |
| 25 | 26 | 27 | 28 | 29 | 30 | 31 |

November

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| 15 | 16 | 17 | 18 | 19 | 20 | 21 |
| 22 | 23 | 24 | 25 | 26 | 27 | 28 |
| 29 | 30 | | | | | |

December

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| 13 | 14 | 15 | 16 | 17 | 18 | 19 |
| 20 | 21 | 22 | 23 | 24 | 25 | 26 |
| 27 | 28 | 29 | 30 | 31 | | |

Appendix I

Cost to Perform Accounts Payable Duties Temporarily

Additional Information
received after WTM
Meeting per Committee
request. *Jill*

| | | Per Week Cost | 7 Weeks | Difference |
|--|---------|---------------|------------|-------------------|
| <u>Administrative Secretary</u> | | | | |
| Current Wage | \$17.45 | | | |
| Fringe Cost per hour | \$12.31 | | | |
| Total Compensation | \$29.76 | \$1,116.00 | \$7,812.00 | |
| <u>Finance Assistant</u> | | | | |
| Wage | \$21.10 | | | |
| Fringe Cost per hour | \$13.02 | | | |
| Total Compensation | \$34.12 | \$1,279.50 | \$8,956.50 | \$1,144.50 |

Appendix J



RACHEL NELSON, TREASURER
email: treas@manisteecountymi.gov
Phone: (231) 723-3173

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

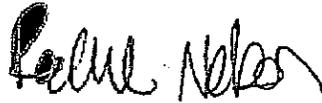
January 14, 2020

Ways & Means Committee,

I often meet with taxpayers at the table centrally located in the Treasurer's Office or in the small conference room next to the Public Defender's Office. At those times, I do not have access to the necessary information in BS&A that pertains to their delinquent taxes. A laptop would be extremely helpful for these instances, as well as other times.

I am requesting that the purchase of a laptop be paid from the County Treasurer's Contingency Fund (216-000-390.011), which currently has a balance of \$8,895.07. Two quotes provided by Gordon McLellan are attached. These are for the same laptop, so I would recommend going with Jackpine (\$729.99) due to the lower cost.

Thank you for your consideration.



Rachel Nelson
County Treasurer

Jackpine Business Center

76 Filer St.
Manistee, MI 49660
231-723-8344 fax 231-723-4660



Quote No.

SALES QUOTE

Employee

Name: Bill Chatterton Emp # 21
 Position: Technician Region: Manistee
 Department: Computer Service Manager: Lee Trucks, Service Dept.

Dates

First Contact: 1/13/2020
 Quote Issued: _____
 Accept/Reject: _____

Customer

Customer: Rachel Company: _____
 Address: _____ State: MI
 City: _____ Email: _____
 ZIP: _____ Phone: _____
 Fax: _____

Status

Established Customer New Customer Prospective Customer

| Product/Service Name | Quantity | Price | TOTAL |
|----------------------|----------|----------|----------|
| ThinkPad E595 | 1 | \$729.99 | \$729.99 |
| Sub Total | | | \$729.99 |
| Discount | | | |
| Taxes | | | \$0.00 |
| TOTAL | | | \$729.99 |

Notes

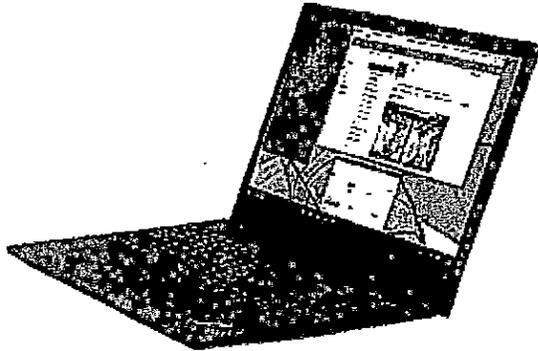
Office Use Only

Prices and availability subject to change without notice



J-3

800.808.4239



Lenovo ThinkPad E595 15.6" Ryzen 7 3700U 8GB RAM 256GB Windows 10 Pro

Mfg Part: 20NF0018US | CDW Part: 5534752 | UNSPSC: 43211503

Availability: In Stock
Get It Thursday, January 16 to 49660
If ordered within 2 hrs 44 mins.

Warranties

None

Include: CDW 2 Year Warranty - \$114.70

Include: Lenovo ThinkPlus Services 3 Year Warranty - \$108.72

Include: Lenovo ThinkPlus Services 3 Year Warranty - \$75.80

[View More](#)

Was ~~\$849.00~~ SAVE \$101.88

\$747.12 Advertisised Price

Lease Option (\$22.04/month)

Product Details

- Notebook Computer
- Screen Size: 15.6"
- Processor: AMD Ryzen 7 3700U
- RAM: 8GB
- Hard Drive: 256GB
- OS: Windows 10 Pro

Better Together



+



+



=

Total Price:
Was ~~\$851.97~~
SAVE \$101.88
\$849.84

This Item: Lenovo ThinkPad E595 15.6" Ryzen 7 3700U 8GB RAM 256GB Windows 10 Pro - \$748.99

Include: Microsoft Office 365 Personal - box pack (1 year) - 1 person - \$66.99

Include: Lenovo Professional - mouse - 2.4 GHz - \$35.99

[Add 3 Items to Cart](#)

Product Overview

Main Features

- Notebook Computer
- Screen Size: 15.6"

Engineered for effortless productivity, anywhere, the Lenovo ThinkPad E595 Notebook gives you intelligent processing and optimum durability. With its high performance and seamless connectivity, the 15.6-inch ThinkPad E595 lets users multitask with ease, anywhere. It boasts a TPM chip to encrypt sensitive data. Giving you the

| GL NUMBER | DESCRIPTION | 2019-20 AMENDED BUDGET | BALANCE DEBIT | BALANCE CREDIT |
|---|-----------------------------|---------------------------|------------------|-------------------|
| Fund 216 - DEPARTMENT CONTINGENCY FUND | | | | |
| 216-000-001.000 | CASH | | 306,805.08 | |
| 216-000-390.000 | FUND BALANCE | | | 64,663.67 |
| 216-000-390.001 | COMMISSIONERS | | | 10,000.00 |
| 216-000-390.002 | COUNTY ADMINISTRATOR | | | 7,456.40 |
| 216-000-390.003 | CIRCUIT COURT | | | 10,000.00 |
| 216-000-390.004 | DISTRICT COURT | | | 10,000.00 |
| 216-000-390.005 | FRIEND OF THE COURT | | | 10,000.00 |
| 216-000-390.006 | PROBATE COURT | | | 10,000.00 |
| 216-000-390.007 | COUNTY CLERK | | | 10,000.00 |
| 216-000-390.008 | EQUALIZATION DEPARTMENT | | | 4,592.00 |
| 216-000-390.009 | PROSECUTING ATTORNEY | | | 8,231.70 |
| 216-000-390.010 | REGISTER OF DEEDS | | | 8,575.86 |
| * 216-000-390.011 | COUNTY TREASURER | | | 4,806.51 |
| 216-000-390.012 | BUILDING & GROUNDS | | | 8,895.07 * |
| 216-000-390.013 | SHERIFF DEPARTMENT | | | 10,000.00 |
| 216-000-390.014 | EMERGENCY SERVICES | | | 1,436.94 |
| 216-000-390.015 | ANIMAL CONTROL | | | 7,296.08 |
| 216-000-390.016 | MEDICAL EXAMINER | | | 10,000.00 |
| 216-000-390.017 | VETERANS TRUST | | | 5,000.00 |
| 216-000-390.018 | MSU EXTENSION | | | 10,000.00 |
| 216-000-390.019 | PLANNING DEPARTMENT | | | 5,075.00 |
| 216-000-390.020 | DRAIN COMMISSIONER | | | 9,844.60 |
| 216-000-390.021 | JAIL | | | 5,820.00 |
| 216-000-390.022 | JUVENILE SERVICES | | | 4,369.17 |
| 216-000-390.023 | DISTRICT COURT PROBATION | | | 10,000.00 |
| 216-000-390.025 | MANISTEE COUNTY CONTINGENCY | | | 4,802.00 |
| | | | | 130,603.75 |
| Total Fund 216 - DEPARTMENT CONTINGENCY FUND | | | | |
| DEFICIENCY OF REVENUES/EXPENDITURES - 2018-19 | | 0.00 | 64,663.67 | |
| | | | 371,468.75 | 371,468.75 |