



**CLERK**

Jill M. Nowak  
(231) 723-3331

**CONTROLLER/ADMINISTRATOR**

Lisa Sagala  
(231) 398-3504

**Board of Commissioners**

**CHAIRPERSON**

Jeffrey Dontz

**VICE-CHAIRPERSON**

Karen Goodman

Margaret Batzer

Eric Gustad

Pauline Jaquish

Nikki Koons

Richard Schmidt

**WAYS & MEANS COMMITTEE**

Wednesday, November 03, 2021  
9:00 A.M.

Manistee County Courthouse & Government Center  
Board of Commissioners Meeting Room and via Zoom

**AGENDA**

- 1) Call to Order.
- 2) Public Comment
- 3) 9:00 A.M. - Finance Report – Susan Zielinski, Finance Officer (APPENDIX A)
- 4) Review and consideration of recommending payment of the following FY 2021/22 invoices:
  - A) Payment of unused accumulated vacation and personal hours to Bruce Schimke, Maintenance Supervisor, who passed away on October 18, 2021 = \$3,474.42. (APPENDIX B)
  - B) Payment of unused accumulated vacation and personal hours to Julie Schmeling, who resigned from Administration effective October 22, 2021 = \$2,686.34. (APPENDIX C)
  - C) Payment of unused accumulated vacation and personal hours to Karen Roy, who resigned from the Sheriff's Office effective October 07, 2021 = \$2,320.51. (APPENDIX D)
- 5) Renee Mallison, Executive Director of the Manistee Conservation District, will appear before the committee to discuss their upcoming Millage.
- 6) Other Items from Committee Members.
- 7) Adjournment

**MANISTEE COUNTY  
WAYS & MEANS REPORT**

10/12/2021  
THRU  
11/01/2021

FUND #	FUND NAME	10/12/2021	THRU	11/01/2021	ON DEMAND	TOTAL
101	GENERAL FUND	\$	102,708.97			\$ 102,708.97
225	RECYCLING FUND	\$	2,440.00			\$ 2,440.00
238	LAND BANK AUTHORITY FUND	\$	50.00			\$ 50.00
259	INDIGENT DEFENSE FUND	\$	1,709.75			\$ 1,709.75
260	HEALTH INSURANCE FUND	\$	134,328.60	\$	2,329.74	\$ 136,658.34
266	LAW ENFORCEMENT TRAINING FUND	\$	315.36			\$ 315.36
269	LAW LIBRARY FUND	\$	1,468.33			\$ 1,468.33
284	COMMUNITY CORRECTIONS -511 FUND	\$	350.00			\$ 350.00
292	CHILD CARE FUND	\$	8,239.97			\$ 8,239.97
293	SOLDIERS & SAILORS RELIEF FUND	\$	96.58			\$ 96.58
295	AIRPORT AUTHORITY FUND	\$	11,719.09			\$ 11,719.09
296	JUVENILE JUSTICE FUND	\$	3,657.88			\$ 3,657.88
<b>TOTALS</b>		\$	267,084.53	\$	2,329.74	\$ <b>269,414.27</b>
(Includes 1 accounts payable runs; on demand checks)						
<b>TOTAL PAYROLL FOR 10/12/21 THRU 11/01/21</b>						
<b>(includes 2 payrolls)</b>						<b>\$ 531,155.38</b>
<u>Employee Separation Playouts</u>						
	Dalton Zawacki					
	Christopher Cadden					
	Kathy Latoski					
	Lee Nelson, Jr.					
<b>GRAND TOTAL</b>						<b>\$ 800,569.65</b>

Appendix A

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GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
<b>Fund 101 GENERAL FUND</b>					
<b>Dept 101 COMMISSIONERS</b>					
101-101-901.000	ADVERTISING	PIONEER GROUP	ACCT# 1608332 ANNUAL SUBSCRIPTION	286.00	58407
101-101-901.000	ADVERTISING	PIONEER GROUP	ACCT# 1609960 - ANNUAL SUBSCRIPTION	286.00	58407
101-101-901.000	ADVERTISING	PIONEER GROUP	ACCT# 1609998 - ANNUAL SUBSCRIPTION	286.00	58407
101-101-901.000	ADVERTISING	PIONEER GROUP	ACCT# 1608540 - ANNUAL SUBSCRIPTION	286.00	58407
101-101-901.000	ADVERTISING	PIONEER GROUP	ACCT# 1609032 - ANNUAL SUBSCRIPTION	119.40	58407
101-101-901.000	ADVERTISING	PIONEER GROUP	ACCT# 1659033 - ANNUAL SUBSCRIPTION	119.40	58407
101-101-901.000	ADVERTISING	PIONEER GROUP	SEPTEMBER 2021 - ADVERTISING	948.00	58407
Total For Dept 101 COMMISSIONERS				2,330.80	
<b>Dept 103 GENERAL SERVICES/CONTINGENCIES</b>					
<b>EMPLOYEE RECOGNITION EXPENSE</b>					
101-103-727.000	COPY SUPPLIES	JULIE GRIFFIS	TRAVEL REIMBURSEMENTS	172.16	58372
101-103-733.000	CONFLICT ATTORNEY FEES	JACKPINE BUSINESS CENTER	COPY PAPER W/2* DISCOUNT	543.46	58365
101-103-806.001	CONFLICT ATTORNEY FEES	GRAFF, GRAFF T HELVESTON	COURT APPT ATTY	82.50	58361
101-103-806.001	CONFLICT ATTORNEY FEES	GRAFF, GRAFF T HELVESTON	COURT APPT ATTY	1,631.30	58361
101-103-806.001	CONFLICT ATTORNEY FEES	GRAFF, GRAFF T HELVESTON	COURT APPT ATTY	1,384.90	58361
101-103-806.001	CONFLICT ATTORNEY FEES	GRAFF, GRAFF T HELVESTON	COURT APPT ATTY	321.20	58361
101-103-806.001	CONFLICT ATTORNEY FEES	GRAFF, GRAFF T HELVESTON	COURT APPT ATTY	366.50	58361
101-103-806.001	CONFLICT ATTORNEY FEES	MAS STIG-NIELSEN ATTORNE	COURT APPT ATTY	143.00	58387
101-103-806.001	CONFLICT ATTORNEY FEES	MAS STIG-NIELSEN ATTORNE	COURT APPT ATTY	593.68	58387
101-103-806.001	CONFLICT ATTORNEY FEES	MAS STIG-NIELSEN ATTORNE	COURT APPT ATTY	539.00	58387
101-103-806.001	CONFLICT ATTORNEY FEES	MAS STIG-NIELSEN ATTORNE	COURT APPT ATTY	945.36	58387
101-103-806.001	CONFLICT ATTORNEY FEES	MAS STIG-NIELSEN ATTORNE	COURT APPT ATTY	725.52	58387
101-103-806.001	CONFLICT ATTORNEY FEES	MAS STIG-NIELSEN ATTORNE	COURT APPT ATTY	571.25	58387
101-103-806.001	CONFLICT ATTORNEY FEES	MAS STIG-NIELSEN ATTORNE	COURT APPT ATTY	406.68	58387
101-103-806.001	CONFLICT ATTORNEY FEES	MAS STIG-NIELSEN ATTORNE	COURT APPT ATTY	527.68	58387
101-103-806.001	CONFLICT ATTORNEY FEES	MAS STIG-NIELSEN ATTORNE	COURT APPT ATTY	1,088.36	58387
101-103-806.001	CONFLICT ATTORNEY FEES	MAS STIG-NIELSEN ATTORNE	COURT APPT ATTY	781.00	58387
101-103-806.001	CONFLICT ATTORNEY FEES	NICHOLAS BROWN LAW, PLLC	COURT APPT ATTY	300.00	58397
101-103-806.001	CONFLICT ATTORNEY FEES	NICHOLAS BROWN LAW, PLLC	COURT APPT ATTY	300.00	58397
101-103-806.001	CONFLICT ATTORNEY FEES	PATRICK DOUGHERTY	CT APPT ATTY	477.50	58405
101-103-806.001	CONFLICT ATTORNEY FEES	PATRICK DOUGHERTY	COURT APPT ATTY	485.00	58405
101-103-806.001	CONFLICT ATTORNEY FEES	PATRICK DOUGHERTY	COURT APPT ATTY	1,047.50	58405
101-103-806.001	CONFLICT ATTORNEY FEES	PATRICK DOUGHERTY	COURT APPT ATTY	62.50	58405
101-103-806.001	CONFLICT ATTORNEY FEES	PATRICK DOUGHERTY	COURT APPT ATTY	81.03	58405
101-103-806.001	CONFLICT ATTORNEY FEES	PATRICK DOUGHERTY	COURT APPT ATTY	275.00	58405
101-103-806.001	CONFLICT ATTORNEY FEES	PATRICK DOUGHERTY	COURT APPT ATTY	2,791.00	58405
101-103-969.003	WAGE CLASSIFICATION STUDY	MUNICIPAL CONSULTING SER	WAGE CLASSIFICATION STUDY FOR 20/21	8,000.00	58395
101-103-969.003	WAGE CLASSIFICATION STUDY	MUNICIPAL CONSULTING SER	WAGE CLASSIFICATION STUDY 20/21	23,300.00	58396
Total For Dept 103 GENERAL SERVICES/CONTINGENCIES				47,943.08	
<b>Dept 131 CIRCUIT COURT</b>					
101-131-727.000	OFFICE SUPPLIES	JACKPINE BUSINESS CENTER	CALENDARS, PERM MARKERS	107.45	58365
101-131-727.000	OFFICE SUPPLIES	PROFILE	OFFICE SUPPLIES	80.00	58409
101-131-727.001	OFFICE SUPPLIES - PROBATION	JACKPINE BUSINESS CENTER	SUPPLIES PROBATION	12.49	58365
101-131-802.000	TRANSCRIPTS	MARCIA TOMKIEWICZ	TRANSCRIPTS	186.05	58386
101-131-804.000	RECORDING SERVICES	MARCIA TOMKIEWICZ	SEPTEMBER 2021 - COURT RECORDING	225.00	58386
101-131-850.000	TELEPHONE	TELNET WORLDWIDE	10/08/21-11/07/21 - ACCT# 9940	50.65	58422
Total For Dept 131 CIRCUIT COURT				661.64	
<b>Dept 136 DISTRICT COURT</b>					
101-136-603.000	COURT COSTS	MANISTEE CITY POLICE	SEPTEMBER 21 - OUIL/OUID REIMBURSEMEN	400.00	58380
101-136-603.000	COURT COSTS	MANISTEE CO. PROSECUTING	SEPTEMBER 21 - OUIL/OUID REIMBURSEMEN	41.00	58381
101-136-603.000	COURT COSTS	MANISTEE CO. SHERIFF DEP	SEPTEMBER 21 - OUIL/OUID REIMBURSEMEN	551.00	58382

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GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
<b>Fund 101 GENERAL FUND</b>					
<b>Dept 136 DISTRICT COURT</b>					
101-136-727.000	OFFICE SUPPLIES	PROFILE	96 GALLON SHREDDING BIN	130.00	58409
101-136-727.000	DISTRICT COURT	PURE WATER WORKS	BOTTLED WATER	9.00	58411
101-136-727.000	DISTRICT COURT	PURE WATER WORKS	HOT & COLD WATER COOLER RENTAL	11.00	58411
101-136-727.000	OFFICE SUPPLIES	WEST SHORE BANK	DT8 BOOK BOUND DEPOSIT TICKETS	64.51	58430
101-136-728.000	POSTAGE	RESERVE ACCOUNT	POSTAGE	3,000.00	58416
101-136-729.000	BOOK & PERIODICALS	THOMSON REUTERS - WEST	OCT 2021 - SUBSCRIPTION CHARGES	603.17	58425
101-136-850.000	TELEPHONE	GABRIEL MATTHE	SEPTEMBER PHONE/EFAX REIMBURSEMENT	61.95	58357
101-136-850.000	TELEPHONE	HON. THOMAS BRUNNER	SEPT 2021 - CELLPHONE REIMBURSEMENT	45.00	58364
101-136-850.000	TELEPHONE	TELNET WORLDWIDE	10/08/21-11/07/21 - ACCT# 9940	37.98	58422
Total For Dept 136 DISTRICT COURT				4,954.61	
<b>Dept 141 FRIEND OF THE COURT</b>					
101-141-727.000	OFFICE SUPPLIES	JACKPINE BUSINESS CENTER	LETTERHEAD	99.00	58365
101-141-727.000	OFFICE SUPPLIES	JACKPINE BUSINESS CENTER	LEGAL SIZE PAPER	7.97	58365
101-141-727.000	OFFICE SUPPLIES	JACKPINE BUSINESS CENTER	RETURN PLANNER AND TRAY	(45.94)	58365
101-141-727.000	OFFICE SUPPLIES	JACKPINE BUSINESS CENTER	DESK CALENDAR, ENVELOPES	29.44	58365
101-141-727.000	OFFICE SUPPLIES	PROFILE	SHREDDING BIN	80.00	58409
101-141-727.000	OFFICE SUPPLIES	PURE WATER WORKS	BOTTLED WATER	21.00	58411
101-141-728.000	POSTAGE	BENZIE COUNTY CLERK	AUG/SEPT 21 - POSTAGE FOR BENZIE	283.22	58340
101-141-812.000	DUES AND FEES	STATE BAR OF MICHIGAN	ANNUAL LICENSE RENEWAL - CONNIE P. KR	315.00	58420
101-141-850.000	TELEPHONE	TELNET WORLDWIDE	10/08/21-11/07/21 - ACCT# 9940	56.98	58422
101-141-931.000	EQUIPMENT REPAIRS & MAINTENANCE	MANISTEE COUNTY	ANNUAL INVOICE FOR POSTAGE METER AND	506.06	58383
101-141-931.000	EQUIPMENT REPAIRS & MAINTENANCE	XEROX CORPORATION	08/20/21-09/20/2021 - BASE CHARGE & P	136.76	58431
Total For Dept 141 FRIEND OF THE COURT				1,489.49	
<b>Dept 142 CIRCUIT COURT - JUVENILE DIVISION</b>					
101-142-727.000	JUVENILE COURT	PURE WATER WORKS	BOTTLED WATER	9.00	58411
101-142-850.000	TELEPHONE	TELNET WORLDWIDE	10/08/21-11/07/21 - ACCT# 9940	88.63	58422
Total For Dept 142 CIRCUIT COURT - JUVENILE DIVISION				97.63	
<b>Dept 148 PROBATE COURT</b>					
101-148-728.000	POSTAGE	RESERVE ACCOUNT	POSTAGE	2,000.00	58416
101-148-800.001	PROFESSIONAL SERVICES	PATRICIA A. VUKSANOVIC	PROFESSIONAL SERVICES	121.45	58404
101-148-800.001	PROFESSIONAL SERVICES	PATRICIA A. VUKSANOVIC	PROFESSIONAL SERVICES	364.35	58404
101-148-805.003	CT. APPT. ATTY. - NON CONTRACT	NICHOLAS BROWN LAW, PLLC	COURT APPT ATTY	150.00	58397
101-148-850.000	TELEPHONE	TELNET WORLDWIDE	10/08/21-11/07/21 - ACCT# 9940	44.32	58422
Total For Dept 148 PROBATE COURT				2,680.12	
<b>Dept 172 ADMINISTRATOR/CONTROLLER</b>					
101-172-727.000	OFFICE SUPPLIES	AMAZON CAPITAL SERVICES	DOUBLE-SIDED TAPE	19.99	58338
101-172-727.000	OFFICE SUPPLIES	JACKPINE BUSINESS CENTER	INKCARTRIDGES W/2% DISCOUNT	46.05	58365
101-172-727.000	OFFICE SUPPLIES	JACKPINE BUSINESS CENTER	CALENDARS W/2% DISCOUNT	18.70	58365
101-172-727.000	OFFICE SUPPLIES	JACKPINE BUSINESS CENTER	INKCARD HP (3) W/2% DISCOUNT	117.18	58365
101-172-850.000	TELEPHONE	TELNET WORLDWIDE	10/08/21-11/07/21 - ACCT# 9940	94.96	58422
101-172-860.000	TRAVEL	LISA SAGALA	TRAVEL REIMBURSEMENT	133.28	58377
Total For Dept 172 ADMINISTRATOR/CONTROLLER				430.16	
<b>Dept 215 COUNTY CLERK</b>					
101-215-727.000	OFFICE SUPPLIES	JACKPINE BUSINESS CENTER	CALENDARS	33.38	58365
101-215-727.000	OFFICE SUPPLIES	JACKPINE BUSINESS CENTER	DESK CALENDAR	21.39	58365
101-215-727.000	OFFICE SUPPLIES	JACKPINE BUSINESS CENTER	CLERK LABELS	57.50	58365
101-215-727.000	OFFICE SUPPLIES	JACKPINE BUSINESS CENTER	CALENDAR	27.99	58365
101-215-727.000	OFFICE SUPPLIES	JACKPINE BUSINESS CENTER	POST IT FLAGS	11.38	58365

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GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 101 GENERAL FUND					
Dept 215 COUNTY CLERK					
101-215-727.000	OFFICE SUPPLIES	PROFILE	PICK UP SHREDDING BIND	65.00	58409
101-215-727.000	COUNTY CLERK	PURE WATER WORKS	WATER COOLER RENTAL	15.00	58411
101-215-729.000	BOOK & PERIODICALS	JACKPINE BUSINESS CENTER	WINDOW ENVELOPES	301.00	58365
101-215-729.000	BOOK & PERIODICALS	THOMSON REUTERS - WEST	MI SCAO APPROVED FORMS	450.00	58425
101-215-850.000	TELEPHONE	TELNET WORLDWIDE	10/08/21-11/07/21 - ACCT# 9940	25.32	58422
		Total For Dept 215 COUNTY CLERK		1,007.96	
Dept 228 INFORMATION TECHNOLOGY					
101-228-800.000	CONTRACTED SERVICES	GORDON MCLELLAN, III.	CONTRACTED SERVICE 09/22/21-09/28/21	175.00	58360
101-228-800.000	CONTRACTED SERVICES	GORDON MCLELLAN, III.	CONTRACTED SERVICES 10/01/21-10/13/21	210.00	58360
101-228-850.000	TELEPHONE	TELNET WORLDWIDE	10/08/21-11/07/21 - ACCT# 9940	44.32	58422
		Total For Dept 228 INFORMATION TECHNOLOGY		429.32	
Dept 253 TREASURER					
101-253-727.000	OFFICE SUPPLIES	JACKPINE BUSINESS CENTER	WINDOW ENVELOPES	442.50	58365
101-253-728.000	POSTAGE	RESERVE ACCOUNT	POSTAGE FOR SEPT 20/21	300.00	58416
101-253-850.000	TELEPHONE	TELNET WORLDWIDE	10/08/21-11/07/21 - ACCT# 9940	19.00	58422
		Total For Dept 253 TREASURER		761.50	
Dept 257 EQUALIZATION					
101-257-730.000	EQUIPMENT	PROVANTAGE LLC	SCANNER	923.94	58410
101-257-730.000	EQUIPMENT	VERIZON WIRELESS	MOBILE PHONES/HOT SPOT	40.01	58428
101-257-850.000	TELEPHONE	TELNET WORLDWIDE	10/08/21-11/07/21 - ACCT# 9940	31.65	58422
		Total For Dept 257 EQUALIZATION		995.60	
Dept 262 ELECTIONS					
101-262-727.000	OFFICE/ELECTION SUPPLIES	ELECTION SOURCE	NOVEMBER 21 - ELECTION PROGRAMMING	8,500.00	58353
101-262-901.000	ADVERTISING	PIONEER GROUP	SEPTEMBER 2021 - ADVERTISING	911.25	58407
		Total For Dept 262 ELECTIONS		9,411.25	
Dept 265 BUILDING AND GROUNDS					
101-265-775.000	REPAIR & MAINTENANCE SUPPLIES	AMAZON CAPITAL SERVICES	SILICONE PLUG	7.75	58338
101-265-775.000	REPAIR & MAINTENANCE SUPPLIES	AMAZON CAPITAL SERVICES	CLAMP HOSE	22.44	58338
101-265-776.000	CUSTOMER #881446	NICHOLS PAPER & SUPPLY C	DISINFECTANT/FACE MASKS	368.80	58398
101-265-920.000	UTILITIES	DTE ENERGY	9100 211 9823 9	92.32	58351
101-265-920.000	UTILITIES	DTE ENERGY	9100 211 9975 7	43.25	58351
101-265-920.001	UTILITIES-HEALTH DEPARTMENT	DTE ENERGY	9100 211 9836 1 (385 3RD ST)	41.87	58351
101-265-920.001	UTILITIES-HEALTH DEPARTMENT	REPUBLIC SERVICES #239	ACCT# 3-0239-0034399-DUMPSTER - OCT 2	67.86	58415
101-265-920.002	UTILITIES (395 THIRD)	DTE ENERGY	9100 343 3424 3 (395 3RD ST)	73.94	58351
101-265-920.002	UTILITIES (395 THIRD)	REPUBLIC SERVICES #239	ACCT# 3-0239-0034399-DUMPSTER - OCT 2	67.85	58415
101-265-930.001	COURTHOUSE CONTRACTUAL REPAIRS	PARADIGM ELECTRIC	ADD EMERGENCY DOOR LOCK SWITCH FOR FR	529.00	58403
101-265-930.002	JAIL CONTRACTUAL REPAIRS	CUSTOM SHEET METAL & HEA	REPAIR TO BOILERS - REPLACEMENT OF AI	960.00	58350
101-265-930.002	JAIL CONTRACTUAL REPAIRS	JOHNSON CONTROLS FIRE PR	SERVIC CALL TO FIX DOOR LOCK	2,171.50	58371
101-265-930.003	PEST CONTROL	ORKIN PEST CONTROL	SEASONAL PEST CONTROL	292.31	58401
101-265-930.004	ELEVATOR MAINTENANCE CONTRACT	OTIS ELEVATOR CO.	MAINTENANCE SERVICE FROM 10/1/21-09/3	5,742.24	58402
		Total For Dept 265 BUILDING AND GROUNDS		10,481.13	
Dept 267 PROSECUTING ATTORNEY					
101-267-727.000	OFFICE SUPPLIES	AMAZON CAPITAL SERVICES	FILE POCKET	12.22	58338
101-267-727.000	OFFICE SUPPLIES	AMAZON CAPITAL SERVICES	MEDIA DISC	54.99	58338
101-267-728.000	POSTAGE	RESERVE ACCOUNT	POSTAGE FOR SEPT 20/21	1,000.00	58416
101-267-850.000	TELEPHONE	TELNET WORLDWIDE	10/08/21-11/07/21 - ACCT# 9940	88.63	58422
101-267-850.000	TELEPHONE	VERIZON WIRELESS	MOBILE PHONES/HOT SPOT	152.22	58428

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GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 101 GENERAL FUND					
Dept 267 PROSECUTING ATTORNEY	EQUIPMENT REPAIRS & MAINTENANCE	XEROX CORPORATION	08/21/21-09/21/21 BASE/PRINT CHARGES	24.29	58431
101-267-931.000		Total For Dept 267 PROSECUTING ATTORNEY		1,332.35	
Dept 268 REGISTER OF DEEDS	TELEPHONE	TELNET WORLDWIDE	10/08/21-11/07/21 - ACCT# 9940	18.99	58422
101-268-850.000		Total For Dept 268 REGISTER OF DEEDS		18.99	
Dept 275 DRAIN COMMISSIONER	ATTORNEY FEES	CUMMINGS, MCCLOREY, DAVI	LEGAL RE: HAMRADY (DRAIN COMMISSIONER)	323.00	58349
101-275-806.000	DUES AND FEES	M.A.C.D.C.	ANNUAL MEMBERSHIP DUES	250.00	58378
101-275-812.000		Total For Dept 275 DRAIN COMMISSIONER		573.00	
Dept 301 SHERIFF	OFFICE SUPPLIES	AMAZON CAPITAL SERVICES	STREAMLIGHT STINGER/BLUE ENVELOPES/SH	759.27	58338
101-301-727.000	MISC. SUPPLIES	SERVPRO OF MANISTEE	PATROLE VEHICLE BIOHAZARD CLEANING	556.54	58417
101-301-727.001	POSTAGE & SHIPPING	AMAZON CAPITAL SERVICES	STREAMLIGHT STINGER/BLUE ENVELOPES/SH	77.39	58338
101-301-728.000	EQUIPMENT	KUSTOM SIGNALS, INC.	RADAR REPAIR	16.00	58375
101-301-730.000	TIRE PURCHASES	AMAZON CAPITAL SERVICES	STREAMLIGHT STINGER/BLUE ENVELOPES/SH	113.97	58338
101-301-740.000	GASOLINE AND OIL	MANISTEE TIRE SERVICE	5105 - 1 NEW TIRE INSTALL	165.70	58384
101-301-743.000	GASOLINE AND OIL	BLARNEY CASTLE FLEET PRO	SEPT 2021 - ACCT# BC 397 - FUEL	1,973.32	58341
101-301-743.000	TELEPHONE	PETTY CASH	PETTY CASH REIMBURSEMENT SEPT 2021	46.14	58406
101-301-850.000	TELEPHONE	TELNET WORLDWIDE	CORP - 009945 TELEPHONES	568.55	58422
101-301-850.000	OFFICER AND DEPUTY MEALS	VERIZON WIRELESS	ACCT# 683748977-00001	234.88	58426
101-301-862.000	OFFICER AND DEPUTY MEALS	DYLAN LINDBLOOM	TRAVEL REIMBURSEMENTS	20.89	58352
101-301-862.000	OFFICER AND DEPUTY MEALS	JASON TRAEGER	TRAVEL REIMBURSEMENTS	37.77	58370
101-301-862.000	OFFICER AND DEPUTY MEALS	PETTY CASH	PETTY CASH REIMBURSEMENT SEPT 2021	52.70	58406
101-301-862.000	OFFICER AND DEPUTY MEALS	PETTY CASH	PETTY CASH REIMBURSEMENT	32.59	58406
101-301-862.000	EQUIPMENT REPAIRS & MAINTENANCE	STEVE CASTONIA	TRAVEL REIMBURSEMENTS	23.50	58421
101-301-931.000		KUSTOM SIGNALS, INC.	RADAR REPAIR	240.00	58375
		Total For Dept 301 SHERIFF		4,919.21	
Dept 332 SNOWMOBILE PATROL	GASOLINE AND OIL	BLARNEY CASTLE FLEET PRO	SEPT 2021 - ACCT# BC 397 - FUEL	307.47	58341
101-332-743.000		Total For Dept 332 SNOWMOBILE PATROL		307.47	
Dept 335 K-9 UNIT	GASOLINE AND OIL	BLARNEY CASTLE FLEET PRO	SEPT 2021 - ACCT# BC 397 - FUEL	259.38	58341
101-335-743.000		Total For Dept 335 K-9 UNIT		259.38	
Dept 351 JAIL	JAIL LAUNDRY	ENVIRO-BRITE SOLUTIONS,	LINEN BRITE/OXY BRITE	646.80	58354
101-351-744.000	PRISONER MEALS	CANTEEN SVCS. OF NORTHER	09/26-09/30/21 INMATE MEALS	1,590.20	58345
101-351-814.000	PRISONER MEALS	CANTEEN SVCS. OF NORTHER	10/03/21-10/09/21 INMATE MEALS	2,258.47	58345
101-351-814.000	PRISONER MEALS	CANTEEN SVCS. OF NORTHER	10/01/21-10/02/21 - INMATE MEALS	636.06	58345
101-351-850.000	TELEPHONE	VERIZON WIRELESS	ACCT# 683748977-00001	37.06	58426
101-351-920.000	UTILITIES	DTE ENERGY	SEPTEMBER 21 - ACCT# 9200 007 4063 8	796.84	58351
101-351-920.000	GARBAGE COLLECTION	MANISTEE TOWNSHIP	08/15-09/13/21 ACCT# 003-1525	1,977.83	58385
101-351-930.005		REPUBLIC SERVICES #239	SEPTEMBER 2021 - ACCT# 3-0239-0000437	494.02	58414
		Total For Dept 351 JAIL		8,437.28	
Dept 421 EMERGENCY MANAGEMENT	TRAVEL	MICHAEL MACHEN	TRAVEL REIMBURSEMENT	292.36	58391
101-421-860.000	TRAVEL	MICHAEL MACHEN	TRAVEL REIMBURSEMENT	132.26	58391

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GL Number Invoice Line Desc Vendor Invoice Description Amount Check #

Fund 101 GENERAL FUND						
Dept 421 EMERGENCY MANAGEMENT					424.62	
Dept 430 ANIMAL CONTROL						
101-430-728.000	POSTAGE		POSTAGE FOR SEPT 20/21		50.00	58416
101-430-850.000	TELEPHONE		OCT 21 - 231-723-1498 TELEPHONE		2.34	58337
101-430-850.000	TELEPHONE		ACCT# 683748977-00001		36.01	58426
			Total For Dept 430 ANIMAL CONTROL		88.35	
Dept 648 MEDICAL EXAMINER						
101-648-837.000	AUTOPSY/TOXIC./LAB FEES - ACCT		LAB FEES - FORENSIC TOXICOLOGY ANALYS		818.00	58399
			Total For Dept 648 MEDICAL EXAMINER		818.00	
Dept 721 PLANNING						
101-721-727.000	OFFICE SUPPLIES		PENS, PAPER, WALL FILES		106.38	58365
101-721-800.001	PROFESSIONAL SERVICES		08/23/21-09/04/21 - CODE ENFORCEMENT		1,718.00	58376
101-721-850.000	TELEPHONE		10/08/21-11/07/21 - ACCT# 9940		31.65	58422
			Total For Dept 721 PLANNING		1,856.03	
			Total For Fund 101 GENERAL FUND		102,708.97	
Fund 225 RECYCLING FUND						
Dept 000 GENERAL						
225-000-800.001	PROFESSIONAL SERVICES		RECYCLING SITE MONITOR - DICKSON		40.00	58346
225-000-800.001	PROFESSIONAL SERVICES		RECYCLING SITE MONITOR - MAPLE GROVE		80.00	58355
225-000-800.001	RECYCLING SITE MONITOR - ARCADIA		RECYCLING SITE MONITOR - ONEKAWA/ARCA		200.00	58369
225-000-800.001	RECYCLING SITE MONITOR - SPRING		RECYCLING SITE MONITOR - CLEON/SPRING		80.00	58390
225-000-800.001	RECYCLING SITE MONITOR - BROWN		RECYCLING SITE MONITOR - BROWN TWP		40.00	58392
225-000-967.000	PROJECT COST-TIRE GRANT		SCRAP TIRE EVENT (GRANT)		1,000.00	58344
225-000-967.000	PROJECT COST-TIRE GRANT		SCRAP TIRE EVENT (GRANT)		1,000.00	58344
			Total For Dept 000 GENERAL		2,440.00	
			Total For Fund 225 RECYCLING FUND		2,440.00	
Fund 238 LAND BANK AUTHORITY FUND						
Dept 000 GENERAL						
238-000-812.000	DUES AND FEES		2021 MALB SUMMIT VITRUAL (NELSON)		50.00	58393
			Total For Dept 000 GENERAL		50.00	
			Total For Fund 238 LAND BANK AUTHORITY FUND		50.00	
Fund 259 INDIGENT DEFENSE FUND						
Dept 000 GENERAL						
259-000-727.000	OFFICE SUPPLIES		HELP WANTED AD		182.00	58407
259-000-727.000	OFFICE SUPPLIES		PICK UP 65-GALLON SHREDDING BIN		70.00	58409
259-000-733.000	COPY SUPPLIES		BASE RATE FOR SEPTEMBER 2021		153.93	58431
259-000-733.000	COPY SUPPLIES		08/30/21-09/30/21 BASE CHARGE		60.44	58431
259-000-735.000	SOFTWARE PURCHASES		SEPTEMBER 21 - 6-ACTIVE USERS		150.00	58374
259-000-800.000	CONTRACTED SERVICES-INVESTIGATO		SEPTEMBER 21 INVESTIGATION		37.50	58362
259-000-812.000	DUES AND FEES		STATE BAR DUES DAVID G HUFT (P32736)		315.00	58420
259-000-812.000	DUES AND FEES		STATE BAR OF MICHIGAN		315.00	58420
259-000-812.000	DUES AND FEES		STATE BAR OF MICHIGAN - JARED C. HENRY (P799		315.00	58420
259-000-812.000	DUES AND FEES		LICENSE RENEWAL FEE - JANE M. JOHNSON		315.00	58420
259-000-860.000	TRAVEL		TRAVEL REIMBURSEMENT		73.92	58373
259-000-860.000	TRAVEL		TRAVEL REIMBURSEMENT		36.96	58373
			Total For Dept 000 GENERAL		1,709.75	

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GL Number Invoice Line Desc Vendor Invoice Description Amount Check #

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
<b>Fund 259 INDIGENT DEFENSE FUND</b>					
Total For Fund 259 INDIGENT DEFENSE FUND				<b>1,709.75</b>	
<b>Fund 260 HEALTH INSURANCE FUND</b>					
Dept 000 GENERAL	LIFE INSURANCE	MADISON NATIONAL LIFE IN	NOVEMBER 21 - LIFE INS/ADD & STD	353.67	58379
260-000-716.004	STD INSURANCE	MADISON NATIONAL LIFE IN	NOVEMBER 21 - LIFE INS/ADD & STD	5,911.91	58379
260-000-716.005	HEALTH INSURANCE PREMIUMS - BC/	BLUE CROSS BLUE SHIELD O	NOVEMBER 21 - 007016448710 0000	96,252.43	58342
260-000-717.001	HEALTH INSURANCE PREMIUMS - BC/	BLUE CROSS BLUE SHIELD O	NOVEMBER 21 - 007016448710 0004	11,710.05	58342
260-000-717.001	HEALTH INSURANCE PREMIUMS - BC/	BLUE CROSS BLUE SHIELD O	NOVEMBER 21 - 007016448710 0005	1,352.13	58342
260-000-717.001	HEALTH INSURANCE PREMIUMS - BC/	BLUE CROSS BLUE SHIELD O	NOVEMBER 21 - 007016448710 0006	12,685.99	58342
260-000-717.001	HEALTH INSURANCE PREMIUMS - BC/	BLUE CROSS BLUE SHIELD O	NOVEMBER 21 - 007016448710 0007	660.31	58342
260-000-717.001	HEALTH INSURANCE PREMIUMS - BC/	BLUE CROSS BLUE SHIELD O	NOVEMBER 21 - 007016448710 0008	2,696.39	58342
260-000-717.001	HEALTH INSURANCE PREMIUMS - BC/	SILVERSCRIPT	NOVEMBER 21 - RETIREE PRESCRIPTIONS	2,395.22	58418
260-000-717.004	LIFE INSURANCE PREMIUM	TGG SOLUTIONS	NOVEMBER 21 - LIFE INS. PREMIUM	310.50	58424
Total For Dept 000 GENERAL				134,328.60	
<b>Fund 266 LAW ENFORCEMENT TRAINING FUND</b>					
Dept 000 GENERAL	TRAVEL	JACOB BIELSKI	TRAVEL REIMBURSEMENTS	315.36	58368
266-000-860.000				315.36	
Total For Dept 000 GENERAL				315.36	
<b>Fund 269 LAW LIBRARY FUND</b>					
Dept 000 GENERAL	BOOK & PERIODICALS	RELX INC. DBA LEXISNEXIS	SEPTEMBER 2021 - LEXISNEXIS SUBSCRIPTI	572.00	58412
269-000-729.000	BOOK & PERIODICALS	RELX INC. DBA LEXISNEXIS	SEPTEMBER ONLINE CHARGES	264.00	58413
269-000-729.000	BOOK & PERIODICALS	THOMSON REUTERS - WEST	LIBRARY PLAN CHARGES OCTOBER 2021	632.33	58425
Total For Dept 000 GENERAL				1,468.33	
<b>Fund 284 COMMUNITY CORRECTIONS - 511</b>					
Dept 000 GENERAL	CONTRACTED SERVICES	CATHOLIC HUMAN SERVICES,	SEPTEMBER 2021 - THINKING MATTERS GRO	350.00	58347
284-000-800.000				350.00	
Total For Dept 000 GENERAL				350.00	
<b>Fund 292 CHILD CARE FUND</b>					
Dept 000 GENERAL	TRAVEL	MELISSA ANDERSEN	TRAVEL REIMBURSEMENTS	369.97	58389
292-000-832.007	ANOTHER COUNTY INSTITUTIONAL CA	MIDLAND COUNTY JUVENILE	08/24/21-08/31/21 - INSTITUTIONAL CAR	1,240.00	58394
292-000-832.007	ANOTHER COUNTY INSTITUTIONAL CA	MIDLAND COUNTY JUVENILE	SEPTEMBER 2021 - INSTITUTIONAL CARE	4,650.00	58394
292-000-840.000	NON SCHEDULED PAYMENTS	BEHAVIOR HEALTH PARTNERS	PSYCHOLOGICAL EVALUATION	1,000.00	58339
292-000-840.000	NON SCHEDULED PAYMENTS	CATHOLIC HUMAN SERVICES,	SEPTEMBER 2021 - ASSESSMENTS (MANISTE	180.00	58348
292-000-840.000	NON SCHEDULED PAYMENTS	FORENSIC FLUIDS LABORATO	LABORATORY TESTING ACCT# 13040508	800.00	58356
292-000-860.000	TRAVEL	MELISSA ANDERSEN	TRAVEL REIMBURSEMENTS	369.97	58389
Total For Dept 000 GENERAL				8,239.97	
<b>Fund 293 SOLDIERS &amp; SAILORS RELIEF FUND</b>					
Dept 000 GENERAL				8,239.97	



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GL Number Invoice Line Desc Vendor Invoice Description Amount Check #

Fund 293 SOLDIERS & SAILORS RELIEF FUND  
 Dept 000 GENERAL  
 293-000-995.003 MISC EXPENSE - CVSF GRANT VERIZON WIRELESS CVSF GRANT - CELLPHONES (OCT 21) 96.58 58427

Total For Dept 000 GENERAL 96.58  
 Total For Fund 293 SOLDIERS & SAILORS RELIEF FUND 96.58

Fund 295 AIRPORT AUTHORITY FUND  
 Dept 000 GENERAL  
 295-000-920.000 UTILITIES DTE ENERGY 9100 282 2469 9 AIRPORT 10/2021 42.17 58351  
 295-000-931.000 REPAIRS & MAINTENANCE BLUE GLOBES, LLC LAMPS, BOARD ASSEMBLY 2,938.86 58343  
 295-000-931.000 REPAIRS & MAINTENANCE GALAXY ELECTRIC TRANSFORMERS FOR RUNWAY LIGHTING (12) 2,900.00 58358  
 295-000-931.000 REPAIRS & MAINTENANCE GALAXY ELECTRIC TROUBLE SHOOT FUEL PUMP, 200 GATE CAR 1,946.26 58358  
 295-000-931.000 MAN018 - REPAIRS & MAINTENANCE GILL-ROY'S HARDWARE MAN018 - SUPPLIES AIRPORT 41.95 58359  
 295-000-931.000 REPAIRS & MAINTENANCE NORTHERN PUMP SERVICE, I JET A TESTING & UST 100 LL PER LARA 1,275.00 58400  
 295-000-931.000 REPAIRS & MAINTENANCE SPARLING CORPORATION FUEL FARM ANNUAL MAINTENANCE 2,456.85 58419  
 295-000-931.000 REPAIRS & MAINTENANCE WEST COAST FARM SERVICE REPAIR PARTS 118.00 58429

Total For Dept 000 GENERAL 11,719.09  
 Total For Fund 295 AIRPORT AUTHORITY FUND 11,719.09

Fund 369 BUILDING AUTHORITY DEBT FUND  
 Dept 000 GENERAL  
 369-000-995.000 INTEREST EXPENSE HIGHPOINT COMMUNITY BANK INTEREST EXPENSE 3,657.88 58363

Total For Dept 000 GENERAL 3,657.88  
 Total For Fund 369 BUILDING AUTHORITY DEBT FUND 3,657.88

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Amount Check #

Invoice Line Desc Vendor Invoice Description

Fund Totals:

Fund 101 GENERAL FUND	102,708.97
Fund 225 RECYCLING FUN	2,440.00
Fund 238 LAND BANK AUT	50.00
Fund 259 INDIGENT DEFE	1,709.75
Fund 260 HEALTH INSURA	134,328.60
Fund 266 LAW ENFORCEME	315.36
Fund 269 LAW LIBRARY F	1,468.33
Fund 284 COMMUNITY COR	350.00
Fund 292 CHILD CARE FU	8,239.97
Fund 293 SOLDIERS & SA	96.58
Fund 295 AIRPORT AUTHO	11,719.09
Fund 369 BUILDING AUTH	3,657.88

Total For All Funds:

267,084.53



MEMORANDUM

TO: Manistee County Board of Directors  
FROM: Julie Griffis, HR Generalist  
DATE: November 1, 2021  
RE: Unused Accumulated Vacation, Sick Time and Personal Day Payment

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Employee Name: Bruce Schimke  
Department: Maintenance Supervisor  
Employee #: 1571  
Hourly Rate: \$24.18  
Resignation Date: October 18, 2021

2021 Unused Vacation Hours:	1.00
2022 Earned Vacation Hours:	123.69
2021 Unused Accumulated Sick Hours:	0.00
2021 Unused Personal Day Hours:	19.00
2021 Unused Vacation Payment:	\$24.18
2022 Earned Vacation Payment:	\$2,990.82
2021 Unused Sick Time Payment:	\$0.00
2021 Unused Personal Day Payment:	\$459.42
Total Amount Due:	<u>\$3,474.42</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, November 16, 2021.

---

Jeff Dontz, Manistee County Board Chairperson



MEMORANDUM

TO: Manistee County Board of Directors  
FROM: Julie Griffis, HR Generalist  
DATE: November 1, 2021  
RE: Unused Accumulated Vacation, Sick Time and Personal Day Payment

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Employee Name: Julie Schmeling  
Department: Administrative Secretary  
Employee #: 1102  
Hourly Rate: \$17.97  
Resignation Date: October 22, 2021

2021 Unused Vacation Hours: 27.50  
2022 Earned Vacation Hours: 91.49  
2021 Unused Accumulated Sick Hours: 0.00  
2021 Unused Personal Day Hours: 30.50

2021 Unused Vacation Payment: \$494.18  
2022 Earned Vacation Payment: \$1,644.08  
2021 Unused Sick Time Payment: \$0.00  
2021 Unused Personal Day Payment: \$548.09

Total Amount Due: \$2,686.34

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, November 16, 2021.

---

Jeff Dontz, Manistee County Board Chairperson



MEMORANDUM

TO: Manistee County Board of Directors  
FROM: Julie Griffis, HR Generalist  
DATE: November 1, 2021  
RE: Unused Accumulated Vacation, Sick Time and Personal Day Payment

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Employee Name: Karen Roy  
Department: Sheriff Deputy  
Employee #: 1506  
Hourly Rate: \$23.69  
Resignation Date: October 7, 2021

2021 Unused Vacation Hours:	11.50
2022 Earned Vacation Hours:	66.13
2021 Unused Accumulated Sick Hours:	0.00
2021 Unused Personal Day Hours:	8.00

2021 Unused Vacation Payment:	\$272.44
2022 Earned Vacation Payment:	\$1,566.62
2021 Unused Sick Time Payment:	\$0.00
2021 Unused Personal Day Payment:	\$189.52
Shift Differential due to Employee	\$384.41
Cleaning allowance due to County	(\$92.47)

Total Amount Due: \$2,320.51

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, November 16, 2021.

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Jeff Dontz, Manistee County Board Chairperson