



CLERK

Shelli Johnson
(231) 723-3331

CONTROLLER/ADMINISTRATOR

Lisa Sagala
(231) 398-3504

WAYS & MEANS COMMITTEE MINUTES

Wednesday, February 4, 2026
9:00 a.m.

Manistee County Courthouse & Government Center
Board of Commissioners Meeting Room

MINUTES

Members Present: Eric Gustad, Jeffrey Dontz, and Richard Schmidt

Members Absent: None

Others Present: Susan Zielinski, Finance Officer; Lisa Sagala, Administrator/Controller; Miles Weaver, Airport Director; Heather Vasquez Equalization Director (Zoom); Sheriff Brian Gutowski (Zoom); Undersheriff Jason Torrey (Zoom); Abigail Racine, Manistee News Advocate; and Shelli Johnson, County Clerk

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 January 1, 2026, through January 31, 2026, and a summary of the On-Demand checks for their review and approval (APPENDIX A). The totals are as follows:

MANISTEE COUNTY WAYS & MEANS REPORT

FUND #	FUND NAME	01/01/2026 THRU 01/31/2026 (CHECKS)	ON DEMAND & ACH PAYMENTS	TOTAL
101	GENERAL FUND	\$ 354,442.41	69,589.28	\$ 424,031.69
102	BUDGET STABILIZATION FUND			\$ -
201	COUNTY ROAD FUND			\$ -
208	PARK/RECREATION FUND-TRAILS			\$ -
211	NATIONAL FOREST RESERVE FUND			\$ -
213	AIS GRANT FUND			\$ -
214	BEAR LAKE IMPROVEMENT FUND	\$ 50.00		\$ 50.00
215	FRIEND OF THE COURT FUND			\$ -
216	DEPARTMENT CONTINGENCY FUND			\$ -
217	LOCAL REVENUE SHARING GRANT FUND			\$ -
225	RECYCLING FUND	\$ 16,560.24		\$ 16,560.24
232	MANISTEE COUNTY DIVE EQUIPMENT FUND	\$ 197.43		\$ 197.43
236	MAINTENANCE OF EFFORT FUND	\$ 4,607.17		\$ 4,607.17
237	HOMELAND SECURITY GRANT FUND			\$ -
239	US FISH & WILDLIFE GRANT			\$ -
242	BROWNFIELD REDEVELOPMENT-JOSLIN COVE			\$ -
243	BROWNFIELD REDEVELOPMENT AUTHORITY FUND			\$ -
245	OHSP GRANT FUNDS			\$ -
246	BROWNFIELD REDEVELOPMENT FUND			\$ -
251	CAPITAL IMPROVEMENT FUND	\$ 251,235.00		\$ 251,235.00
252	PRE AUDIT FUND			\$ -
253	REMOUMENTATION FUND	\$ 38,802.00		\$ 38,802.00
256	REGISTER OF DEEDS AUTOMATION FUND	\$ 1,494.93	150.00	\$ 1,644.93
260	INDIGENT DEFENSE FUND	\$ 10,902.48	303.62	\$ 11,206.10
263	CONCEALED PISTOL LICENSING FUND			\$ -
264	CORRECTIONS OFFICER TRAINING FUND			\$ -
266	LAW ENFORCEMENT TRAINING FUND	\$ 234.72		\$ 234.72
269	LAW LIBRARY FUND	\$ 1,833.37		\$ 1,833.37
272	COMMUNITY CORRECTIONS - 511			\$ -
277	AIR PHOTO FUND			\$ -
279	HOUSING FUND			\$ -
280	HEALTH INSURANCE FUND	\$ 169,037.04	23,863.82	\$ 192,900.86
283	LAND BANK FUND	\$ 41,037.75		\$ 41,037.75

284	OPIOID SETTLE FUND			\$	-
292	CHILD CARE FUND	\$ 2,946.85	1,259.04	\$	4,205.89
293	SOLDIERS & SAILORS RELIEF FUND	\$ 575.40		\$	575.40
295	AIRPORT AUTHORITY FUND	\$ 74,589.73	481,059.00	\$	555,648.73
296	JUVENILE JUSTICE FUND		4,333.00	\$	4,333.00
297	COMPENSATED SERVICES FUND		174,859.09	\$	174,859.09
299	UNEMPLOYMENT FUND	\$ 4,580.00		\$	4,580.00
369	BUILDING AUTHORITY FUND			\$	-
370	COUNTY ROAD BUILDING FUND			\$	-
481	AIRPORT CAPITAL IMPROVEMENT FUND	\$ 5,882.21		\$	5,882.21
516	DELINQUENT TAX FUND			\$	-
620	FORECLOSURE FUND	\$ 6,408.47		\$	6,408.47
701	TRUST AND AGENCY FUND			\$	-
737	OPEB TRUST FUND	\$ 12,315.31	9,791.22	\$	22,106.53
801	DRAIN FUND			\$	-

TOTALS (Includes 2 accounts payable runs; ACH payments)	\$ 997,732.51	765,208.07	\$	1,762,940.58
TOTAL PAYROLL FOR 01/01/26 THRU 01/31/26 (includes 3 payrolls)				<u>\$ 1,031,852.52</u>

Employee Separation Payouts

GRAND TOTAL **\$ 2,794,793.10**

Moved by Schmidt, seconded by Dontz to recommend the approval of the on-demand checks, bills and payroll, be accepted in the amount of \$2,794,793.10; and that the same be placed on file. Ayes: All. Absent: None Motion Carried.

OPEB ACTUARIAL SERVICES (APPENDIX B)

Lisa Sagala, Administrator/Controller, presented the OPEB (Other Post Employment Benefits) Proposal that was submitted by Gabriel, Roeder, Smith & Company. The Proposal includes an actuarial funding valuation of the retiree health care benefits for the Manistee County Retiree Health Care Plan. Included are the necessary information for fiscal years ending 9/30/2026 and 9/30/2027 for GASB (Governmental Accounting Standards Board) Statement Nos 74 & 75 Accounting Reports, with additional accounting reports of the retiree health care benefits.

Moved by Schmidt, seconded by Dontz to recommend entering into an agreement between Manistee County and Gabriel, Roeder, Smith & Company for the OPEB Actuarial Services. Ayes: All Absent: None Motion Carried.

MOBILE MEDICAL RESPONSE AND COUNTY PROPERTY

Ms. Sagala presented a Project Charter between Manistee County and MMR. Manistee County owns property located by the Sheriff's Department. MMR is in search of a building/property as they have outgrown their current location. The building they were previously looking to purchase did not work out. The Sheriff is looking for a place to store the air boat. With these items in mind, the two entities could have a cohesive project. After discussions with all parties involved, a draft lease was developed. If MMR approves the lease, that will lead to an ambulance service agreement with the County, which is a common agreement that MMR has with other counties.

Moved by Dontz, seconded by Schmidt to recommend supporting the conceptual lease agreement with MMR to build a facility on County owned property as identified by the County Board. Ayes: All Absent: None Motion Carried.

PAYMENT OF INVOICES UNUSED ACCUMULATED PTO

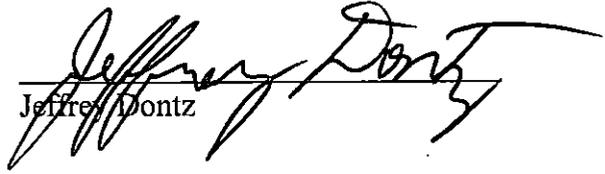
Payment of unused accumulated PTO to Candy Dancz who resigned from the Treasurer's Office, effective December 29, 2025, in the amount of \$311.68.

Moved by Schmidt, seconded by Dontz to recommend approval to pay Candy Dancz for unused accumulated PTO in the amount of \$311.68 to be paid from the Employee Separations Account 298.000.701.001. Ayes: All. Absent: None Motion Carried.

Adjourn @ 9:24 a.m.



Eric Gustad, Chairperson



Jeffrey Dantz



Richard Schmidt

COUNTY OF
manistee
MICHIGAN



Manistee County Courthouse
415 Third Street · Manistee, Michigan 49660

CLERK

Shelli Johnson
(231) 723-3331

CONTROLLER/ADMINISTRATOR

Lisa Sagala
(231) 398-3504

Board of Commissioners

CHAIRPERSON

Jeffrey Dontz

VICE-CHAIRPERSON

Karen Goodman

Eric Gustad

Nikki Koons

Shayne Machen

Janice McCraner

Richard Schmidt

WAYS & MEANS COMMITTEE

Wednesday, February 4, 2026
9:00 A.M.

Manistee County Courthouse & Government Center
Board of Commissioners Meeting Room

AGENDA

- 1) Call to Order.
- 2) Public Comment
- 3) Finance Report – Susan Zielinski, Finance Officer. (APPENDIX A)
- 4) Proposal to Provide OPEB Actuarial Services. (APPENDIX B)
- 5) Mobile Medical Response and County Property.
- 6) Review and consideration of recommending payment of the following FY 2025/26 Invoices:
(APPENDIX C)
 - A) Payment of unused accumulated PTO to Candy Dancz who retired from the Treasurer's Office, effective December 29, 2025 = \$311.68
- 7) Other Items from Committee Members.
- 8) Adjournment.

**MANISTEE COUNTY
WAYS & MEANS REPORT**

FUND #	FUND NAME	01/01/2026 THRU 01/31/2026		ON DEMAND & ACH PAYMENTS	TOTAL
		(CHECKS)			
101	GENERAL FUND	\$ 354,442.41		69,589.28	\$ 424,031.69
214	BEAR LAKE IMPROVEMENT FUND	\$ 50.00		-	\$ 50.00
225	RECYCLING FUND	\$ 16,560.24		-	\$ 16,560.24
232	MANISTEE COUNTY DIVE EQUIPMENT FUND	\$ 197.43		-	\$ 197.43
236	MAINTENANCE OF EFFORT FUND	\$ 4,607.17		-	\$ 4,607.17
251	CAPITAL IMPROVEMENT FUND	\$ 251,235.00		-	\$ 251,235.00
253	REMOUMENTATION FUND	\$ 38,802.00		-	\$ 38,802.00
256	REGISTER OF DEEDS AUTOMATION FUND	\$ 1,494.93		150.00	\$ 1,644.93
260	INDIGENT DEFENSE FUND	\$ 10,902.48		303.62	\$ 11,206.10
266	LAW ENFORCEMENT TRAINING FUND	\$ 234.72		-	\$ 234.72
269	LAW LIBRARY FUND	\$ 1,833.37		-	\$ 1,833.37
280	HEALTH INSURANCE FUND	\$ 169,037.04		23,863.82	\$ 192,900.86
283	LAND BANK FUND	\$ 41,037.75		-	\$ 41,037.75
292	CHILD CARE FUND	\$ 2,946.85		1,259.04	\$ 4,205.89
293	SOLDIERS & SAILORS RELIEF FUND	\$ 575.40		-	\$ 575.40
295	AIRPORT AUTHORITY FUND	\$ 74,589.73		481,059.00	\$ 555,648.73
296	JUVENILE JUSTICE FUND	\$ -		4,333.00	\$ 4,333.00
297	COMPENSATED SERVICES FUND	\$ -		174,859.09	\$ 174,859.09
299	UNEMPLOYMENT FUND	\$ 4,580.00		-	\$ 4,580.00
481	AIRPORT CAPITAL IMPROVEMENT FUND	\$ 5,882.21		-	\$ 5,882.21
620	FORECLOSURE FUND	\$ 6,408.47		-	\$ 6,408.47
737	OPEB TRUST FUND	\$ 12,315.31		9,791.22	\$ 22,106.53
TOTALS		\$ 997,732.51		765,208.07	\$ 1,762,940.58
(Includes 2 accounts payable runs; ACH payments)					
TOTAL PAYROLL FOR 01/01/26 THRU 01/31/26					\$ <u>1,031,852.52</u>
(Includes 3 payrolls)					
Employee Separation Payouts					
GRAND TOTAL					\$ <u>2,794,793.10</u>

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 101 GENERAL FUND					
Dept 000 GENERAL					
101-000-265.002	BONDS PAYABLE - DISTRICT	DEACON, TINA	BONDS PAYABLE	1,000.00	71771
101-000-265.004	BONDS PAYABLE - DISTRICT	BRANDON NICHOLAS	BONDS PAYABLE	300.00	71649
101-000-265.004	BONDS PAYABLE - DISTRICT	JENNIFER LATIMER	BONDS PAYABLE	500.00	71651
101-000-265.004	BONDS PAYABLE - DISTRICT	JENNIFER LATIMER	BONDS PAYABLE	500.00	71652
101-000-265.004	BONDS PAYABLE - DISTRICT	JENNIFER LATIMER	BONDS PAYABLE	500.00	71655
101-000-265.004	BONDS PAYABLE - DISTRICT	ALAN BENSON	BONDS PAYABLE	500.00	71648
101-000-265.004	BONDS PAYABLE - DISTRICT	JENNIFER LATIMER	BONDS PAYABLE	500.00	71653
101-000-265.004	BONDS PAYABLE - DISTRICT	JENNIFER LATIMER	BONDS PAYABLE	500.00	71654
101-000-265.004	BONDS PAYABLE - DISTRICT	JESSICA AYERS	BONDS PAYABLE	1,500.00	71786
				<u>5,800.00</u>	
Total For Dept 000 GENERAL					
Dept 101 COMMISSIONERS					
101-101-727.000	OFFICE SUPPLIES	JACKPINE BUSINESS CENTER	LETTERHEAD	103.50	71700
101-101-860.000	TRAVEL	MSU ANR EVENT SERVICES	WEBINAR	20.00	71776
101-101-901.000	ADVERTISING	HEARST - MICHIGAN MEDIA	ADVERTISING	195.75	71622
101-101-901.000	ADVERTISING	HEARST - MICHIGAN MEDIA	ADVERTISING	195.75	71622
101-101-901.000	ADVERTISING	HEARST - MICHIGAN MEDIA	ADVERTISING	391.50	71622
101-101-901.000	ADVERTISING	HEARST - MICHIGAN MEDIA	ADVERTISING	91.95	71622
101-101-901.000	ADVERTISING	HEARST - MICHIGAN MEDIA	ADVERTISING	825.00	71622
101-101-901.000	ADVERTISING	HEARST - MICHIGAN MEDIA	ADVERTISING	587.25	71622
101-101-901.000	ADVERTISING	HEARST - MICHIGAN MEDIA	ADVERTISING	91.95	71622
101-101-901.000	ADVERTISING	HEARST - MICHIGAN MEDIA	ADVERTISING - ACCT#21067051	587.25	71732
101-101-901.000	ADVERTISING	VISA	ADOBE/EFAX/INDEED	1,494.33	71763
				<u>4,584.23</u>	
Total For Dept 101 COMMISSIONERS					
Dept 103 GENERAL SERVICES/CONTINGENCIES					
101-103-727.000	EMPLOYEE RECOGNITION EXPENSE	GARLAND		90.00	71657
101-103-727.000	EMPLOYEE RECOGNITION EXPENSE	MACVC DUES/CANDY/DUES/STAFF DEVELOPME		737.83	71762
101-103-727.010	CENTRAL SUPPLY	VISA	CENTRAL SUPPLIES	81.49	71675
101-103-733.000	COPY SUPPLIES	AMAZON CAPITAL SERVICES	COPY PAPER W/2% DISCOUNT	979.41	71606
101-103-806.001	CONFLICT ATTORNEY FEES	JACKPINE BUSINESS CENTER	COURT APPT ATTY	191.22	71590
101-103-806.001	CONFLICT ATTORNEY FEES	PATRICK DOUGHERTY	COURT APPT ATTY	38.24	71590
101-103-806.001	CONFLICT ATTORNEY FEES	PATRICK DOUGHERTY	COURT APPT ATTY	25.50	71590
101-103-806.001	CONFLICT ATTORNEY FEES	PATRICK DOUGHERTY	COURT APPT ATTY	318.70	71590
101-103-806.001	CONFLICT ATTORNEY FEES	PATRICK DOUGHERTY	COURT APPT ATTY	632.84	71590
101-103-806.001	CONFLICT ATTORNEY FEES	PATRICK DOUGHERTY	COURT APPT ATTY	646.89	71590
101-103-806.001	CONFLICT ATTORNEY FEES	PATRICK DOUGHERTY	COURT APPT ATTY	1,153.18	71590
101-103-806.001	CONFLICT ATTORNEY FEES	PATRICK DOUGHERTY	COURT APPT ATTY	101.98	71590
101-103-806.001	CONFLICT ATTORNEY FEES	PATRICK DOUGHERTY	COURT APPT ATTY	604.72	71590
101-103-806.001	CONFLICT ATTORNEY FEES	PATRICK DOUGHERTY	COURT APPT ATTY	1,082.86	71590
101-103-806.001	CONFLICT ATTORNEY FEES	PATRICK DOUGHERTY	COURT APPT ATTY	295.32	71590
101-103-806.001	CONFLICT ATTORNEY FEES	PATRICK DOUGHERTY	COURT APPT ATTY	253.14	71590
101-103-806.001	CONFLICT ATTORNEY FEES	PATRICK DOUGHERTY	COURT APPT ATTY	506.16	71590
101-103-806.001	CONFLICT ATTORNEY FEES	PATRICK DOUGHERTY	COURT APPT ATTY	460.13	71590
101-103-806.001	CONFLICT ATTORNEY FEES	PATRICK DOUGHERTY	COURT APPT ATTY	582.85	71590
101-103-806.001	CONFLICT ATTORNEY FEES	PATRICK DOUGHERTY	COURT APPT ATTY	127.48	71590
101-103-806.001	CONFLICT ATTORNEY FEES	PATRICK DOUGHERTY	COURT APPT ATTY	429.46	71590
101-103-806.001	CONFLICT ATTORNEY FEES	PATRICK DOUGHERTY	COURT APPT ATTY	4,754.81	71590
101-103-806.001	CONFLICT ATTORNEY FEES	PATRICK DOUGHERTY	COURT APPT ATTY	506.28	71590
101-103-806.001	CONFLICT ATTORNEY FEES	PATRICK DOUGHERTY	COURT APPT ATTY	1,631.31	71590
101-103-806.001	CONFLICT ATTORNEY FEES	PATRICK DOUGHERTY	COURT APPT ATTY	1,982.90	71590
101-103-806.001	CONFLICT ATTORNEY FEES	PATRICK DOUGHERTY	COURT APPT ATTY	112.50	71590
101-103-806.001	CONFLICT ATTORNEY FEES	PATRICK DOUGHERTY	COURT APPT ATTY	98.44	71590

APPENDIX A

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 101 GENERAL FUND					
Dept 103 GENERAL SERVICES/CONTINGENCIES					
101-103-806.001	CONFLICT ATTORNEY FEES	PATRICK DOUGHERTY	COURT APPT ATTY	210.95	71590
101-103-806.001	CONFLICT ATTORNEY FEES	PATRICK DOUGHERTY	COURT APPT ATTY	140.63	71590
101-103-806.001	CONFLICT ATTORNEY FEES	PATRICK DOUGHERTY	COURT APPT ATTY	421.90	71590
101-103-806.001	CONFLICT ATTORNEY FEES	PATRICK DOUGHERTY	COURT APPT ATTY	112.51	71590
101-103-806.001	CONFLICT ATTORNEY FEES	PATRICK DOUGHERTY	COURT APPT ATTY	1,073.66	71590
101-103-806.001	CONFLICT ATTORNEY FEES	PATRICK DOUGHERTY	COURT APPT ATTY	904.94	71590
101-103-806.001	CONFLICT ATTORNEY FEES	GRAFF, DRAFF T HELVESTON	COURT APPT ATTY	2,128.50	71603
101-103-806.001	CONFLICT ATTORNEY FEES	LESLIE VAN ALSTINE	JANUARY 2026 - CONTRACT	2,500.00	71640
101-103-806.001	CONFLICT ATTORNEY FEES	MCCURDY, WOTILA, & PORTE	COURT APPT ATTY	390.00	71708
101-103-930.001	COPIER LEASE PAYMENT	XEROX CORPORATION	BASE 6/OR COPIES - DEC 25 PLANNING	207.80	71764
101-103-930.001	COPIER LEASE PAYMENT	XEROX CORPORATION	BASE 6/OR COPIES - DEC 25 CLERKS OFF	214.90	71764
101-103-930.001	COPIER LEASE PAYMENT	XEROX CORPORATION	BASE 6/OR COPIES - DEC 25 S.DEPT OFF	180.60	71764
101-103-930.001	COPIER LEASE PAYMENT	XEROX CORPORATION	BASE 6/OR COPIES - DEC 25 CIRCUIT CR	32.71	71764
101-103-930.001	COPIER LEASE PAYMENT	XEROX CORPORATION	BASE 6/OR COPIES - DEC 25 CIRCUIT CR	155.74	71764
101-103-930.001	COPIER LEASE PAYMENT	XEROX CORPORATION	BASE 6/OR COPIES - DEC 25 PROBATE CR	138.69	71764
101-103-930.001	COPIER LEASE PAYMENT	XEROX CORPORATION	BASE 6/OR COPIES - DEC 25 PROBATION/	39.78	71764
101-103-930.001	COPIER LEASE PAYMENT	XEROX CORPORATION	BASE 6/OR COPIES - DEC 25 REG OF DEE	84.83	71764
101-103-930.001	COPIER LEASE PAYMENT	XEROX CORPORATION	BASE 6/OR COPIES - DEC 25 DISTRICT C	147.91	71764
101-103-930.001	COPIER LEASE PAYMENT	XEROX CORPORATION	BASE 6/OR COPIES - DEC 25 ADMIN	172.53	71764
101-103-930.001	COPIER LEASE PAYMENT	XEROX CORPORATION	BASE 6/OR COPIES - DEC 25 MAN CO	119.70	71764
101-103-930.001	COPIER LEASE PAYMENT	XEROX CORPORATION	BASE 6/OR COPIES - DEC 25 EQUALIZATI	149.49	71764
101-103-930.001	COPIER LEASE PAYMENT	XEROX CORPORATION	BASE6/OR COPIES - DEC 25 JAIL	126.95	71764
Total For Dept 103 GENERAL SERVICES/CONTINGENCIES				28,080.36	
Dept 172 ADMINISTRATOR/CONTROLLER					
101-172-727.000	OFFICE SUPPLIES	AMAZON CAPITAL SERVICES	ADDRESS LABELS	16.39	71572
101-172-727.000	OFFICE SUPPLIES	AMAZON CAPITAL SERVICES	RUBBER BANDS	7.99	71572
101-172-727.000	OFFICE SUPPLIES	JACKPINE BUSINESS CENTER	HP TONER W/2% DISCOUNT	221.47	71606
101-172-727.000	OFFICE SUPPLIES	AMAZON CAPITAL SERVICES	WALL CALENDAR	36.64	71675
101-172-727.000	OFFICE SUPPLIES	AMAZON CAPITAL SERVICES	SPACE HEATER	38.99	71675
101-172-727.000	OFFICE SUPPLIES	JACKPINE BUSINESS CENTER	ENVELOPES	142.50	71700
101-172-729.000	PERIODICALS & PRINTING	JACKPINE BUSINESS CENTER	TIME SHEETS	674.00	71700
101-172-729.000	PERIODICALS & PRINTING	JACKPINE BUSINESS CENTER	ABSENTEE SLIPS	265.00	71700
101-172-810.000	COMPUTER PROGRAMMING	VISA	ADOBE/EFAX/INDEED	71.97	71763
101-172-812.000	DUES AND FEES	VISA	MACVC DUES/CANDY/DUES/STAFF DEVELOPME	50.00	71762
101-172-955.010	MEDC GRANT EXPENSES	HDR MICHIGAN INC.	MEDC GRANT EXPENSES	6,000.00	71698
Total For Dept 172 ADMINISTRATOR/CONTROLLER				7,524.95	
Dept 215 COUNTY CLERK					
101-215-727.000	OFFICE SUPPLIES	MCCARDEL WATER CONDITION	WATER	35.00	71624
101-215-727.000	OFFICE SUPPLIES	ELECTION SOURCE	CASEBINDER/RECORD BOOKS	464.16	71664
101-215-810.000	COMPUTER PROGRAMMING	VISA	ADOBE/EFAX/INDEED	23.99	71763
101-215-812.000	DUES AND FEES	MICHIGAN ASSOC. OF COUNT	2026 MACC SPRING CONFERENCE (JOHNSON)	200.00	71777
101-215-812.000	DUES AND FEES	UNITED COUNTY OFFICERS A	UCOA MEMBERSHIP	300.00	71777
Total For Dept 215 COUNTY CLERK				1,023.15	
Dept 228 INFORMATION TECHNOLOGY					
101-228-727.002	MISC. SUPPLIES	AMAZON CAPITAL SERVICES	CORDS & SUPPLIES	409.61	71572
101-228-727.002	MISC. SUPPLIES	AMAZON CAPITAL SERVICES	RESTOCK BLU-RAY ARCHIVE DISCS	178.39	71675
101-228-727.012	COMPUTER COMPONENTS/SUPPLIES	RECYCLE LLC	RECYCLING PICK UP - DEC 25	30.00	71656
101-228-831.000	MISC. MAINT. - CONTRACTS	AMAZON WEB SERVICES INC.	DOMAIN HOSTING DECEMBER 2025	32.36	71569
101-228-831.000	MISC. MAINT. - CONTRACTS	CKTEC	SWITCHES	875.00	71682
101-228-831.000	MISC. MAINT. - CONTRACTS	A T & T	ACCT# 341453426 - INTERNET (JAN 2026)	102.48	71724

APPENDIX A - 2

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 101 GENERAL FUND					
Dept 228 INFORMATION TECHNOLOGY					
101-228-831.000	MISC. MAINT. CONTRACTS	A T & T	ACCT# 325719345 - INTERNET - DEC 2025	128.45	71725
101-228-831.000	MISC. MAINT. CONTRACTS	PENINSULA FIBER NETWORK	INTERNET SERVICE - CRT HOUSE & SHERIF	903.00	71742
101-228-831.000	MISC. MAINT. CONTRACTS	A T & T	ACCT# 325719345	138.44	71784
101-228-831.005	IMPLEMENTATION CLOUD PROJECT (B	B S & A SOFTWARE	BS&A IMPLEMENTATION & PROJECT MANAGE	21,470.00	71679
101-228-850.000	TELEPHONE	A T & T	231-398-2831 PANIC BUTTONS	167.68	71723
101-228-850.000	TELEPHONE	A T & T	231-398-3279 FIRE ALARM	168.36	71723
101-228-850.000	TELEPHONE	A T & T	PANIC BUTTONS	69.33	71723
101-228-850.000	TELEPHONE	A T & T	FIRE ALARM	172.44	71723
101-228-850.000	TELEPHONE	OOMA INC	ELEVATOR PHONE - JAN 2026	123.86	71735
			Total For Dept 228 INFORMATION TECHNOLOGY	24,969.40	
Dept 253 TREASURER					
101-253-727.000	OFFICE SUPPLIES	JACKPINE BUSINESS CENTER	PRINTER TONER W/2% DISCOUNT	364.54	71700
101-253-812.000	DUES & FEES	MICHIGAN ASSOC. COUNTY T	ANNUAL DUES 2026	350.00	71619
101-253-812.000	DUES & FEES	MICHIGAN ASSOC. COUNTY T	WINTER CONFERENCE - NELSON	550.00	71720
			Total For Dept 253 TREASURER	1,264.54	
Dept 257 EQUALIZATION					
101-257-727.000	OFFICE SUPPLIES	AMAZON CAPITAL SERVICES	OFFICE SUPPLIES	29.99	71572
101-257-727.000	OFFICE SUPPLIES	AMAZON CAPITAL SERVICES	OFFICE SUPPLIES	9.98	71572
101-257-727.000	OFFICE SUPPLIES	JACKPINE BUSINESS CENTER	DATER STAMP	84.66	71700
101-257-810.000	COMPUTER PROGRAMMING	VISA	ADOBE/EFAX/INDEED	95.96	71763
101-257-861.000	STAFF DEVELOPMENT	VISA	MACYC DUES/CANDY/DUES/STAFF DEVELOPME	1,010.00	71762
			Total For Dept 257 EQUALIZATION	1,230.58	
Dept 262 ELECTIONS					
101-262-727.000	OFFICE/ELECTION SUPPLIES	ELECTION SOURCE	EARLY VOTING BOOTH TAPLE TOP DIVIDER	211.49	71689
			Total For Dept 262 ELECTIONS	211.49	
Dept 265 BUILDING AND GROUNDS					
101-265-775.000	MAN016 - COURTHOUSE	GILL-ROY'S HARDWARE	MAN016 - COURTHOUSE	23.56	71601
101-265-775.000	REPAIR & MAINTENANCE SUPPLES	X-CELL NORTH	CLEANING SUPPLIES	100.00	71607
101-265-775.000	REPAIR & MAINTENANCE SUPPLES	X-CELL NORTH	CLEANING SUPPLIES	50.00	71607
101-265-775.000	REPAIR & MAINTENANCE SUPPLES	X-CELL NORTH	CLEANING SUPPLIES	100.00	71607
101-265-775.000	REPAIR & MAINTENANCE SUPPLES	X-CELL NORTH	CLEANING SUPPLIES	50.00	71607
101-265-775.000	MAN016 - COURTHOUSE	GILL-ROY'S HARDWARE	MAN016 - COURTHOUSE	41.96	71694
101-265-775.000	MAN016 - COURTHOUSE	GILL-ROY'S HARDWARE	MAN016 - COURTHOUSE	62.74	71694
101-265-775.000	REPAIR & MAINTENANCE SUPPLES	GRAINGER	RELAY SWITCH	74.46	71695
101-265-776.000	CUSTOMER #881446	IMPERIALDADE	CLEANING SUPPLIES	21.95	71628
101-265-776.000	CUSTODIAL SUPPLIES	IMPERIALDADE	CLEANING SUPPLIES	1,006.90	71733
101-265-776.000	CUSTODIAL SUPPLIES	IMPERIALDADE	CLEANING SUPPLIES	137.68	71733
101-265-776.000	CUSTODIAL SUPPLIES	IMPERIALDADE	CLEANING SUPPLIES	833.31	71733
101-265-776.000	CUSTODIAL SUPPLIES	IMPERIALDADE	CLEANING SUPPLIES	232.70	71733
101-265-801.000	CONTRACTED SERVICES	MANPOWER	REIMER WK ENDING - 12/28/25 & 01/04/2	159.03	71616
101-265-801.000	CONTRACTED SERVICES	MANPOWER	REIMER WK ENDING 12/21/25	205.20	71616
101-265-801.000	CONTRACTED SERVICES	MANPOWER	WK ENDING 1/11/26 - REIMER	169.29	71716
101-265-801.000	CONTRACTED SERVICES	MANPOWER	REIMER WK ENDING 01/19/2026	112.86	71716
101-265-830.000	CH - SNOW REMOVAL SERVICES	JUS-GREEN	SNOWPLOWING CRT HOUSE	3,885.00	71608
101-265-830.000	SNOW REMOVAL - 385 HEALTH DEPT	JUS-GREEN	SNOWPLOWING - HLTH DEPT/PLANNING DEPT	948.00	71608
101-265-830.001	SNOW REMOVAL - 395 THIRD STREET	JUS-GREEN	SNOWPLOWING - HLTH DEPT/PLANNING DEPT	948.00	71608
101-265-830.002	SNOW REMOVAL - 395 THIRD STREET	JUS-GREEN	SNOWPLOWING - HLTH DEPT/PLANNING DEPT	948.00	71608
101-265-830.003	SNOW REMOVAL - JAIL	JUS-GREEN	SNOWPLOWING - JAIL	4,158.00	71608
101-265-920.000	UTILITIES	CITY OF MANISTEE	11-13-25 TO 12-15-25	641.44	71585
101-265-920.000	UTILITIES	CONSUMERS ENERGY	1000 0010 7761	3,837.46	71586

APPENDIX

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 101 GENERAL FUND					
Dept 265 BUILDING AND GROUNDS					
101-265-920.000	UTILITIES	CONSUMERS ENERGY	1000 0006 7197	43.40	71586
101-265-920.000	UTILITIES	DTE ENERGY	9100 211 9823 7	911.64	71727
101-265-920.001	UTILITIES-HEALTH DEPARTMENT	CITY OF MANISTEE	11-13-25 TO 12-15-25	200.23	71585
101-265-920.001	UTILITIES-HEALTH DEPARTMENT	CONSUMERS ENERGY	1000 3998 1178 - HEALTH DEPT	570.22	71683
101-265-920.001	UTILITIES-HEALTH DEPARTMENT	DTE ENERGY	9100 211 9836 1 (385 3RD ST)	510.35	71727
101-265-920.001	UTILITIES-HEALTH DEPARTMENT	REPUBLIC SERVICES #239	ACCT# 3-0239-0034399	182.91	71750
101-265-920.002	UTILITIES (395 THIRD)	CITY OF MANISTEE	11-13-25 TO 12-15-25	65.22	71585
101-265-920.002	UTILITIES (395 THIRD)	CONSUMERS ENERGY	1030 0626 8454 (395 THIRD ST)	177.00	71586
101-265-920.002	UTILITIES (395 THIRD)	CONSUMERS ENERGY	1030 0626 8637 (395 3RD ST)	33.21	71586
101-265-920.002	UTILITIES (395 THIRD)	DTE ENERGY	9100 343 3424 3 (395 3RD ST)	314.21	71727
101-265-920.002	UTILITIES (395 THIRD)	REPUBLIC SERVICES #239	ACCT# 3-0239-0034399	182.91	71750
101-265-930.001	COURTHOUSE CONTRACTUAL REPAIRS	CUSTOM SHEET METAL & HEA	SAFETY INSPECTION FOR FURNANCE	600.00	71684
101-265-930.001	COURTHOUSE CONTRACTUAL REPAIRS	CUSTOM SHEET METAL & HEA	INSTALL DYE	720.49	71684
101-265-930.001	COURTHOUSE CONTRACTUAL REPAIRS	CADILLAC GARAGE DOOR INC	GARAGE DOOR CHAIN	192.46	71686
101-265-930.002	JAIL/SHERIFF CONTRACTUAL REPAIR	CUSTOM SHEET METAL & HEA	SERVICE CALL	241.00	71588
101-265-930.002	JAIL/SHERIFF CONTRACTUAL REPAIR	CUSTOM SHEET METAL & HEA	NEW THERMOSATS JAIL	2,004.00	71588
101-265-930.002	JAIL/SHERIFF CONTRACTUAL REPAIR	CUSTOM SHEET METAL & HEA	SERVICE CALL E-BLOCK	335.00	71684
101-265-930.002	JAIL/SHERIFF CONTRACTUAL REPAIR	NORTHERN MICHIGAN GLASS	INSTALL SECURITY GLASS IN CELL #3	1,497.00	71736
101-265-930.002	JAIL/SHERIFF CONTRACTUAL REPAIR	HURST MECHANICAL	PREVENTATIVE MAINTENANCE	3,925.00	71749
101-265-931.001	AUTO REPAIRS & MAINTENANCE	WYATT - FORD MANISTEE	COLORADO TRUCK	135.50	71612
			Total For Dept 265 BUILDING AND GROUNDS	30,641.29	
Dept 277 MATERIAL MANAGE PLANNING COMMITTEE					
101-277-801.001	PROFESSIONAL SERVICES	NETWORKS NORTHWEST	MCM QRT 1 2026 (OCT-DEC 2025)	15,000.00	71730
			Total For Dept 277 MATERIAL MANAGE PLANNING COMMITTEE	15,000.00	
Dept 283 CIRCUIT COURT					
101-283-727.000	OFFICE SUPPLIES	AMAZON CAPITAL SERVICES	OFFICE SUPPLIES	8.98	71572
101-283-727.000	OFFICE SUPPLIES	AMAZON CAPITAL SERVICES	OFFICE SUPPLIES	21.58	71675
101-283-727.000	OFFICE SUPPLIES	JACKPINE BUSINESS CENTER	OFFICE SUPPLIES	94.05	71700
101-283-730.000	EQUIPMENT	PLEASANT VIEW FURNITURE	EQUIPMENT	4,311.20	71650
101-283-802.000	TRANSCRIPTS	JULIE BRAKORA	TRANSCRIPTS	240.00	71579
101-283-802.000	TRANSCRIPTS	JULIE BRAKORA	TRANSCRIPTS	264.45	71677
101-283-802.000	TRANSCRIPTS	KIMBERLY LONG-MILLER	TRANSCRIPTS	168.75	71704
101-283-805.003	CT. APPT. ATTY. - NEGLECT/ABUSE	NICHOLAS BROWN LAW, PLLC	COURT APPT ATTY	1,516.00	71582
101-283-805.003	CT. APPT. ATTY. - NEGLECT/ABUSE	WILLIAM GRANT	COURT APPT ATTY	1,218.75	71604
101-283-805.003	CT. APPT. ATTY. - NEGLECT/ABUSE	BARE & WESTFALL, P.C.	COURT APPT ATTY	52.50	71629
101-283-805.003	CT. APPT. ATTY. - NEGLECT/ABUSE	JOHN SPILLAN	COURT APPT ATTY	2,587.50	71637
101-283-805.003	CT. APPT. ATTY. - NEGLECT/ABUSE	WILLIAM GRANT	COURT APPT ATTY - DECEMBER 2025	1,181.25	71696
101-283-805.004	APPELLATE ATTORNEYS	BARE & WESTFALL, P.C.	COURT APPT ATTY	60.00	71749
101-283-805.004	APPELLATE ATTORNEYS	PATRICK DOUGHERTY	COURT APPT ATTY	76.69	71590
101-283-805.004	APPELLATE ATTORNEYS	PATRICK DOUGHERTY	COURT APPT ATTY	92.03	71590
101-283-805.004	APPELLATE ATTORNEYS	ALONA SHARON	APPELLATE ATTORNEY FEES	123.20	71604
101-283-805.004	APPELLATE ATTORNEYS	ANN M. LABRECK, ATTORNEY	APPELLATE ATTORNEY FEES	181.96	71612
101-283-805.004	APPELLATE ATTORNEYS	ANN M. LABRECK, ATTORNEY	APPELLATE ATTORNEY FEES	76.80	71677
101-283-805.004	APPELLATE ATTORNEYS	ANN M. LABRECK, ATTORNEY	APPELLATE ATTORNEY FEES	488.38	71677
101-283-805.004	APPELLATE ATTORNEYS	CHARLES B. COVELLO	APPELLATE ATTORNEY FEES	448.89	71692
101-283-805.004	APPELLATE ATTORNEYS	WOLFE LAW PLLC	APPELLATE ATTORNEY FEES	645.64	71757
101-283-805.004	APPELLATE ATTORNEYS	WOLFE LAW PLLC	APPELLATE ATTORNEY FEES	56.40	71757
101-283-805.004	APPELLATE ATTORNEYS	LAW FIRM OF TRACIE R. GI	COURT APPT ATTY	101.50	71783
101-283-805.004	APPELLATE ATTORNEYS	LAW FIRM OF TRACIE R. GI	COURT APPT ATTY	631.40	71783
101-283-805.004	APPELLATE ATTORNEYS	RACHEL NORA HELTON	APPELLATE ATTORNEY FEE	197.40	71785
101-283-812.000	DUES AND FEES	MANISTEE COUNTY BAR ASSO	ANNUAL DUES - (D.THOMPSON)	50.00	71658

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 101 GENERAL FUND					
Dept 283 CIRCUIT COURT					
101-283-850.000	TELEPHONE	VERIZON WIRELESS	MOBILE BROADBAND	80.02	71753
		Total For Dept 283 CIRCUIT COURT		14,975.32	
Dept 284 CIRCUIT COURT - JUVENILE DIVISION					
101-284-727.000	OFFICE SUPPLIES	MCCARDEL WATER CONDITION	WATER	35.00	71623
		Total For Dept 284 CIRCUIT COURT - JUVENILE DIVISION		35.00	
Dept 286 DISTRICT COURT					
101-286-727.000	OFFICE SUPPLIES	MCCARDEL WATER CONDITION	WATER	20.00	71733
101-286-727.000	OFFICE SUPPLIES	VISA	ADOBE/EFAX/INDEED	47.98	71763
101-286-729.000	BOOK & PERIODICALS	THOMSON REUTERS - WEST	SUBSCRIPTION CHARGES JAN 2026	807.59	71758
101-286-729.000	BOOK & PERIODICALS	THOMSON REUTERS - WEST	SUBSCRIPTION CHARGES - DEC 2025	807.59	71758
101-286-808.000	WITNESS FEES	DAVID SHANDS	WITNESS FEES	8.60	71772
101-286-811.000	INTERPRETING SERVICES	FIDELITY LANGUAGE RESOUR	INTERPRETING SERVICES	175.00	71599
101-286-811.000	INTERPRETING SERVICES	FIDELITY LANGUAGE RESOUR	INTERPRETING SERVICES	420.00	71691
101-286-811.003	SEARCH WARRANT BLOOD DRAW	MUNSON HEALTHCARE MANIST	BLOOD DRAWS - LAW-85TH DISTRICT (ACC	148.00	71645
101-286-850.000	TELEPHONE	VISA	ADOBE/EFAX/INDEED	18.99	71763
101-286-850.000	MISC EXP-MDCGP SOBRIETY COURT	ALLEN MAYS	SOBRIETY COURT PEER COACH	976.25	71665
101-286-955.002	MISC EXP-MDCGP SOBRIETY COURT	HOUSE ARREST SERVICES, I	SOBERLINK SERVICES	456.25	71699
101-286-955.002	MISC EXP-MDCGP SOBRIETY COURT	HOUSE ARREST SERVICES, I	SOBERLINK SERVICES - DEC 2025	243.75	71699
101-286-955.002	MISC EXP-MDCGP SOBRIETY COURT	AMANDA KOON	MRT FACILITATOR	247.50	71746
		Total For Dept 286 DISTRICT COURT		4,377.50	
Dept 289 FRIEND OF THE COURT					
101-289-727.000	OFFICE SUPPLIES	AMAZON CAPITAL SERVICES	OFFICE SUPPLIES	108.35	71572
101-289-727.000	OFFICE SUPPLIES	AMAZON CAPITAL SERVICES	OFFICE SUPPLIES	10.12	71572
101-289-727.000	OFFICE SUPPLIES	MCCARDEL WATER CONDITION	WATER COOLER RENTAL	12.00	71623
101-289-727.000	OFFICE SUPPLIES	MCCARDEL WATER CONDITION	WATER	42.50	71623
101-289-727.000	OFFICE SUPPLIES	JACKPINE BUSINESS CENTER	OFFICE SUPPLIES	58.95	71700
101-289-727.000	CONTRACTED SERVICES	LINGUISTICA INTERNATIONAL	INTERPRETING SERVICES	5.52	71778
101-289-801.000	FAMILY COUNSEL(CUSTODY/VISITATI	MICHAEL C. ELMORE	MEDIATION SERVICES	300.00	71597
101-289-801.014	LEGAL SERVICES - CRP	BENZIE COUNTY PROS ATTY	OCTOBER - DECEMBER 25 - FOC CONTRACTE	562.50	71570
101-289-801.018	LEGAL SERVICES - CRP	MANISTEE CO. PROSECUTING	FOC CONTRACTED BILLING 4TH QRT	825.00	71751
101-289-801.018	EQUIPMENT REPAIRS & MAINTENANCE	XEROX CORPORATION	B: METER USAGE - DECEMBER 2025	142.49	71646
101-289-931.000	EQUIPMENT REPAIRS & MAINTENANCE	XEROX CORPORATION	B: BASE& PRINT CHARGES - DECEMBER 202	155.89	71764
101-289-931.000	EQUIPMENT REPAIRS & MAINTENANCE			2,223.32	
Dept 294 PROBATE COURT					
101-294-727.000	OFFICE SUPPLIES	VISA	ADOBE/EFAX/INDEED	47.98	71763
101-294-727.000	EQUIPMENT	B. I. S. DIGITAL	EQUIPMENT	19,357.71	71588
101-294-730.000	COURT APPOINTED ATTORNEYS	NICHOLAS BROWN LAW, PLLC	JANUARY 2026 - CONTRACT	1,354.17	71588
101-294-805.000	COURT APPOINTED ATTORNEYS	WILLIAM GRANT	JANUARY 2026 - CONTRACT	1,354.17	71600
101-294-805.000	CT. APPT. ATTY. - NON CONTRACT	NICHOLAS BROWN LAW, PLLC	COURT APPT ATTY	225.00	71588
101-294-805.003	CT. APPT. ATTY. - NON CONTRACT	STEPHANIE CARDENAS	COURT APPT ATTY	110.00	71600
101-294-805.003	CT. APPT. ATTY. - NON CONTRACT	STACY LEE SALISBURY	COURT APPT ATTY	150.00	71600
101-294-805.003	CT. APPT. ATTY. - NON CONTRACT	STACY LEE SALISBURY	COURT APPT ATTY	150.00	71600
101-294-805.003	CT. APPT. ATTY. - NON CONTRACT	MPJRA	MPJRA 2026 DUES	100.00	71700
101-294-812.000	DUES AND FEES	JULIE MODJESKI	CELL PHONE REIMBURSEMENT (OCT-DEC 25)	75.00	71620
101-294-850.000	TELEPHONE				
		Total For Dept 294 PROBATE COURT		22,924.03	
Dept 296 PROSECUTING ATTORNEY					
101-296-727.000	OFFICE SUPPLIES	AMAZON CAPITAL SERVICES	RED LABEL, WIRELESS KEYBOARD, DISK, B	277.84	71675
101-296-727.000	OFFICE SUPPLIES	AMAZON CAPITAL SERVICES	GREEN LABELS	14.60	71675

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 101 GENERAL FUND					
Dept 296 PROSECUTING ATTORNEY					
101-296-727.000	OFFICE SUPPLIES	AMAZON CAPITAL SERVICES	LABELS, ENVELOPES, RED FOLDERS	182.47	71675
101-296-727.000	OFFICE SUPPLIES	AMAZON CAPITAL SERVICES	DESK CALENDAR	14.23	71675
101-296-727.000	OFFICE SUPPLIES	AMAZON CAPITAL SERVICES	RED LABEL	10.29	71675
101-296-727.000	OFFICE SUPPLIES	JACKPINE BUSINESS CENTER	DESK CALENDARS	14.74	71700
101-296-801.001	PROFESSIONAL SERVICES	RELX INC. DBA LEXISNEXIS	LEXIS NEXIS - DEC 2025	202.09	71576
101-296-850.000	TELEPHONE	VERIZON WIRELESS	MOBILE PHONES	110.82	71754
101-296-931.000	EQUIPMENT REPAIRS & MAINTENANCE	XEROX CORPORATION	BASE 6/0R COPIES - DEC 25	139.44	71764
		Total For Dept 296 PROSECUTING ATTORNEY		966.52	
Dept 301 SHERIFF					
101-301-727.000	OFFICE SUPPLIES	AMAZON CAPITAL SERVICES	OFFICE SUPPLIES	35.62	71572
101-301-727.000	OFFICE SUPPLIES	JACKPINE BUSINESS CENTER	CALENDAR W/2% DISCOUNT	70.67	71606
101-301-727.000	OFFICE SUPPLIES	AMAZON CAPITAL SERVICES	OFFICE SUPPLIES	21.08	71675
101-301-727.000	OFFICE SUPPLIES	AMAZON CAPITAL SERVICES	OFFICE SUPPLIES	62.32	71781
101-301-727.001	MISC. SUPPLIES	MANISTEE NEWS ADVOCATE	ANNUAL SUBSCRIPTION	156.00	71719
101-301-730.000	EQUIPMENT	AMAZON CAPITAL SERVICES	OFFICE SUPPLIES	90.50	71572
101-301-730.000	EQUIPMENT	NVE UNIFORM	PEPPER SPRAY HOLDERS	116.41	71737
101-301-730.000	EQUIPMENT	AMAZON CAPITAL SERVICES	EQUIPMENT	31.96	71781
101-301-730.000	EQUIPMENT	AMAZON CAPITAL SERVICES	RETURN/CREDIT INVOICE	(55.54)	71781
101-301-742.000	UNIFORMS - OFFICERS & DEPUTYS	AMAZON CAPITAL SERVICES	OFFICE SUPPLIES	368.98	71675
101-301-744.001	AMMUNITION & GUN SUPPLIES	GILL-ROY'S HARDWARE	MAN009 - SHERIFF'S OFFICE - SUPPLIES	5.99	71693
101-301-801.000	CONTRACTED SERVICES	CITY OF MANISTEE	2026 SEASONAL DOCK	2,820.00	71681
101-301-812.000	DUES AND FEES	NORTHERN MI MUTUAL AID T	2026 MEMBERSHIP DUES	1,200.00	71773
101-301-850.000	TELEPHONE	A1&T MOBILITY	CELLPHONES	298.92	71726
101-301-852.000	INVESTIGATION EXPENSES	VISA	TRANSPORTS/SUBSCRIPTION	20.40	71759
101-301-861.002	PUBLIC SAFETY ACADEMY PROGRAM	VISA	DEPUTY MEALS/ACADEMY EXPENSES/LODGING	924.41	71760
101-301-862.000	OFFICER AND DEPUTY MEALS	VISA	TRANSPORTS/SUBSCRIPTION	63.79	71759
101-301-862.000	OFFICER AND DEPUTY MEALS	VISA	DEPUTY MEALS/ACADEMY EXPENSES/LODGING	53.99	71760
101-301-931.000	EQUIPMENT REPAIRS & MAINTENANCE	TELE-RAD, INC.	MAINT	275.00	71639
101-301-931.001	AUTO REPAIRS & MAINTENANCE	LINKKE'S BODY SHOP, INC.	REPAIRS 2024 TAHOE (51*003)	6,177.91	71710
101-301-931.001	AUTO REPAIRS & MAINTENANCE	LINKKE'S BODY SHOP, INC.	REPAIRS 2024 TAHOE (51021)	10,965.81	71710
101-301-931.001	AUTO REPAIRS & MAINTENANCE	VISA	DEPUTY MEALS/ACADEMY EXPENSES/LODGING	59.28	71760
		Total For Dept 301 SHERIFF		23,763.10	
Dept 307 COURT SECURITY					
101-307-730.000	EQUIPMENT	AMAZON CAPITAL SERVICES	EQUIPMENT	54.75	71675
101-307-801.000	CONTRACTED SERVICES	MICHIGAN STATE POLICE	LIVE SCAN - DEC 2025	210.00	71730
		Total For Dept 307 COURT SECURITY		264.75	
Dept 331 MARINE PATROL					
101-331-743.000	GASOLINE AND OIL	VISA	TRANSPORTS/SUBSCRIPTION	30.00	71735
101-331-801.000	CONTRACTED SERVICES	ONEKAMA MARINE, INC.	DRAIN PLUG	14.20	71735
		Total For Dept 331 MARINE PATROL		44.20	
Dept 332 SNOWMOBILE PATROL					
101-332-730.000	EQUIPMENT	PEACOCK LTD.	HELMET	239.99	71745
101-332-742.000	UNIFORMS - OFFICERS & DEPUTYS	SPORTS INK	EMBROIDERY	15.00	71635
		Total For Dept 332 SNOWMOBILE PATROL		254.99	
Dept 351 JAIL					
101-351-742.000	UNIFORMS - OFFICERS & DEPUTYS	NVE UNIFORM	SHIRTS	169.04	71737
101-351-810.000	COMPUTER PROGRAMMING	ID NETWORKS	LIVESCAN 2026 ANNUAL	3,147.00	71697
101-351-810.000	COMPUTER PROGRAMMING	ID NETWORKS	BOOKING SYSTEM 2026 ANNUAL	2,482.00	71697

APPENDIX 7

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 101 GENERAL FUND					
Dept 351 JAIL	TELEPHONE	AT&T MOBILITY	CELLPHONES	49.82	71726
101-351-850.000	UTILITIES	CITY OF MANISTEE	11-13-25 TO 12-15-25	1,035.25	71585
101-351-920.000	UTILITIES	MANISTEE TOWNSHIP	10/16/25 - 11/12/25	1,741.67	71714
101-351-920.000	UTILITIES	DTE ENERGY	9200 618 4054 1	2,557.44	71728
101-351-920.000	UTILITIES	CONSUMERS ENERGY	1000 1926 6558	30.76	71782
101-351-930.005	GARBAGE COLLECTION	REPUBLIC SERVICES #239	GARBAGE COLLECTION - DEC 2025	1,798.21	71661
		Total For Dept 351 JAIL		13,011.19	
Dept 426 EMERGENCY MANAGEMENT					
101-426-727.000	OFFICE SUPPLIES	MCCARDEL WATER CONDITION	WATER COOLER FEES	44.00	71623
101-426-850.000	TELEPHONE	AT&T MOBILITY	CELLPHONES	49.82	71726
		Total For Dept 426 EMERGENCY MANAGEMENT		93.82	
Dept 430 ANIMAL CONTROL					
101-430-741.000	ANIMAL FOOD	FAMILY FARM & HOME	RABBIT FOOD	34.46	71690
101-430-741.000	ANIMAL FOOD	VISA	DEPUTY MEALS/ACADEMY EXPENSES/LODGING	228.33	71760
101-430-812.000	DUES AND FEES	NATIONAL ANIMAL CARE AND	2026 MEMBERSHIP	25.00	71768
101-430-815.000	DOG DAMAGES AND BOARDING	FAMILY FARM & HOME	RABBIT BEDDING	6.99	71690
101-430-816.000	VETERINARIAN SERVICES	MANISTEE VETERINARY HOSP	ACT# 2530	299.96	71617
101-430-816.000	VETERINARIAN SERVICES	BAY AREA PET HOSPITAL	ACCOUNT# 56270	431.95	71664
101-430-816.000	VETERINARIAN SERVICES	DR. O ON THE GO	COMPLAINT# 151-2714-25	867.40	71769
101-430-821.000	ANIMAL DISPOSAL EXPENSES	TRUSTED JOURNEY PET	SERVICES	20.00	71777
101-430-850.000	TELEPHONE	AT&T MOBILITY	CELLPHONES	49.82	71726
101-430-940.000	RENT	MANISTEE CO. HUMANE SOCI	RENT - FEB 2026	3,416.67	71713
		Total For Dept 430 ANIMAL CONTROL		5,605.58	
Dept 605 CONTAGIOUS DISEASES					
101-605-801.000	CONTRACTED SERVICES	DISTRICIT HEALTH DEPARTME	10/25 - 12/25 - COMMUNICABLE DISEASES	13.30	71614
		Total For Dept 605 CONTAGIOUS DISEASES		13.30	
Dept 648 MEDICAL EXAMINER					
101-648-837.000	AUTOPSY/TOXIC./LAB FEES	NMS LABS	LAB TESTS	1,278.00	71630
101-648-837.000	AUTOPSY/TOXIC./LAB FEES	NMS LABS	LAB TESTS	1,820.00	71745
101-648-838.000	MORGUE RENT/TRANS. SERVICES	JOWETT FAMILY FUNERAL HO	MORGUE RENT/TRANS SERVICES	3,000.00	71610
101-648-838.000	MORGUE RENT/TRANS. SERVICES	JOWETT FAMILY FUNERAL HO	DEC 2025 - RENT/TRANS SERVICES	3,600.00	71706
		Total For Dept 648 MEDICAL EXAMINER		9,698.00	
Dept 682 VETERANS AFFAIRS					
101-682-812.000	DUES AND FEES	VISA	MACVC DUES/CANDY/DUES/STAFF DEVELOPME	100.00	717
		Total For Dept 682 VETERANS AFFAIRS		100.00	
Dept 701 PLANNING					
101-701-727.000	OFFICE SUPPLIES	JACKPINE BUSINESS CENTER	OFFICE SUPPLIES	54.05	717
101-701-810.000	COMPUTER PROGRAMMING	VISA	ADOBE/EFAX/INDEED	257.91	717
		Total For Dept 701 PLANNING		311.96	
Dept 711 REGISTER OF DEEDS					
101-711-727.000	OFFICE SUPPLIES	JACKPINE BUSINESS CENTER	OFFICE SUPPLIES W/2% DISCOUNT	189.53	71606
		Total For Dept 711 REGISTER OF DEEDS		189.53	
Dept 905 INSURANCE AND BONDS					
101-905-911.000	LIABILITY INSURANCE	M.M.R.M.A.	PROP./LIAB. GENERAL FUND CONTRIBUTION	105,462.50	71621

APPENDIX A - B

INVOICE GL DISTRIBUTION REPORT FOR MANISTEE COUNTY
 EXP CHECK RUN DATES 01/01/2026 - 01/31/2026
 BOTH JOURNALIZED AND UNJOURNALIZED
 BOTH OPEN AND PAID - CHECK TYPE: PAPER CHECK

GI Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 101 GENERAL FUND	LIABILITY INSURANCE	M.M.R.M.A.	PROP./LIAB RENTENTION FUND CONTRIBUTI	25,000.00	71621
Dept 905 INSURANCE AND BONDS			Total For Dept 905 INSURANCE AND BONDS	130,462.50	
101-905-911.000					
Dept 957 APPROPRIATIONS	APPROPRIATIONS - NETWORKS NORTH	NETWORKS NORTHWEST	FY 25/26 - APPROPRIATION	4,797.81	71739
101-957-969.026			Total For Dept 957 APPROPRIATIONS	4,797.81	
			Total For Fund 101 GENERAL FUND	354,442.41	
Fund 214 BEAR LAKE IMPROVEMENT FUND	CONTRACTED SERVICES - AUDIT	JACKPINE INTERNET SERVIC	WEBSITE CHANGES	50.00	71702
Dept 000 GENERAL			Total For Dept 000 GENERAL	50.00	
214-000-801.007			Total For Fund 214 BEAR LAKE IMPROVEMENT FUND	50.00	
Fund 225 RECYCLING FUND	CONTRACTED SERVICES - ACCT# 002	GFL ENVIRONMENTAL	MONTHLY RECYCLING - NOV 2025 (ACCT# 0	4,833.33	71602
Dept 000 GENERAL	CONTRACTED SERVICES - ACCT# 002	GFL ENVIRONMENTAL	MONTHLY RECYCLING - OCT 2025 (ACCT# 0	5,833.33	71602
225-000-801.000			MICHIGAN RECYCLING COALI	250.00	71731
225-000-801.000			2026 MEMBERSHIP	4,243.58	71571
225-000-801.001			BAY AREA RECYCLING FOR C	50.00	71584
225-000-801.001			RECYCLING EDUCATION - DEC 2025	50.00	71584
225-000-801.001			RECYCLING SITE MONITOR - DICKSON	100.00	71598
225-000-801.001			RECYCLING SITE MONITOR - MAPLE GROVE	50.00	71613
225-000-801.001			RECYCLING SITE MONITOR - CLEON	450.00	71632
225-000-801.001			RECYCLING SITE MONITOR - ONEKAMA/BL/	50.00	71633
225-000-801.001			RECYCLING SITE MONITOR - BROWN TWP	50.00	71687
225-000-801.001			RECYCLING SITE MONITOR - DICKSON	100.00	71711
225-000-801.001			RECYCLING SITE MONITOR - CLEON	50.00	71747
225-000-801.001			RECYCLING SITE MONITOR - ONEKAMA/BL/A	50.00	71748
225-000-801.001			RECYCLING SITE MONITOR - BROWN TWP	50.00	
			Total For Dept 000 GENERAL	16,560.24	
Fund 232 MANISTEE COUNTY DIVE EQUIPMENT FUND	EQUIPMENT	ADVANCE AUTO PARTS	BATTERIES	153.44	71670
Dept 000 GENERAL	EQUIPMENT	ADVANCE AUTO PARTS	BATTERIES	43.99	71670
232-000-730.000			Total For Dept 000 GENERAL	197.43	
232-000-730.000			Total For Fund 232 MANISTEE COUNTY DIVE EQUIPMENT FUN	197.43	
Fund 236 MAINTENANCE OF EFFORT FUND	MISC. EXPENSE	STATE OF MICHIGAN	MOE 12/01/25 - 12/31/25	4,607.17	71633
Dept 000 GENERAL			Total For Dept 000 GENERAL	4,607.17	
236-000-955.001			Total For Fund 236 MAINTENANCE OF EFFORT FUND	4,607.17	
Fund 251 CAPITAL IMPROVEMENT FUND	CONTRACTUAL - FAIR BUILDING / M	LAKESHORE CONSTRUCTION G	LIONS BUILDING KITCHEN REPAIR	987.00	71611
Dept 000 GENERAL					
251-000-801.007					

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 251 CAPITAL IMPROVEMENT FUND					
Dept 000 GENERAL					
251-000-801.007	CONTRACTUAL - FAIR BUILDING / M LAKESHORE CONSTRUCTION G		HAILSTORM DAMAGE REPAIRS	213,359.00	71611
251-000-801.007	CONTRACTUAL - FAIR BUILDING / M LAKESHORE CONSTRUCTION G		HAILSTORM DAMAGE REPAIRS	36,989.00	71707
			Total For Dept 000 GENERAL	251,235.00	
			Total For Fund 251 CAPITAL IMPROVEMENT FUND	251,235.00	
Fund 253 REMONUMENTATION FUND					
Dept 000 GENERAL					
253-000-801.007	CONTRACTUAL - ADMIN	SPICER GROUP	CONTRACTUAL - ADMIN	3,714.00	71636
253-000-825.001	CONTRACTED SERVICES - RESEARCH	SPICER GROUP	CONTRACT SERVICES - RESEARCH	17,544.00	71636
253-000-825.001	CONTRACTED SERVICES - RESEARCH	PAPINEAU P.C. - LAND SUR	CONTRACTED SERVICES - RESEARCH	17,544.00	71643
			Total For Dept 000 GENERAL	38,802.00	
			Total For Fund 253 REMONUMENTATION FUND	38,802.00	
Fund 256 REGISTER OF DEEDS AUTOMATION FUND					
Dept 000 GENERAL					
256-000-801.000	CONTRACTED SERVICES	FIDLAR TECHNOLOGIES, INC	LAREDO USAGE - 11/25	1,494.93	71596
			Total For Dept 000 GENERAL	1,494.93	
			Total For Fund 256 REGISTER OF DEEDS AUTOMATION FUND	1,494.93	
Fund 260 INDIGENT DEFENSE FUND					
Dept 000 GENERAL					
260-000-727.000	OFFICE SUPPLIES	MCCARDEL WATER CONDITION	WATER	27.50	71623
260-000-727.000	OFFICE SUPPLIES	MCCARDEL WATER CONDITION	COOLER RENTAL	12.00	71623
260-000-727.000	OFFICE SUPPLIES	PROFILE	PICK UP SHREDDING BIN	75.00	71627
260-000-727.000	OFFICE SUPPLIES	AMAZON CAPITAL SERVICES	OFFICE SUPPLIES	552.77	71675
260-000-727.000	OFFICE SUPPLIES	JACKPINE BUSINESS CENTER	BUSINESS CARDS	98.00	71700
260-000-729.000	BOOK & PERIODICALS	THOMSON REUTERS - WEST	JAN 26 - MI COURT RULES/SENTENCING GU	152.15	71758
260-000-733.000	COPY SUPPLIES	XEROX CORPORATION	BASE/&PRINT CHARGES - DECEMBER 25	147.60	71764
260-000-733.000	COPY SUPPLIES	RELX INC. DBA LEXISNEXIS	BASE/& PRINT CHARGES - DECEMBER 2025	52.51	71764
260-000-735.000	SOFTWARE PURCHASES	RELX INC. DBA LEXISNEXIS	LEXIS NEXIS	330.00	71577
260-000-735.000	SOFTWARE PURCHASES	RELX INC. DBA LEXISNEXIS	LEXISNEXIS	330.00	71578
260-000-735.000	SOFTWARE PURCHASES	JUSTICE WORKS	9-ACTIVE USERS - DEC 2025	234.00	71609
260-000-735.000	SOFTWARE PURCHASES	VISA	CLIO - DECEMBER 2025	556.00	71761
260-000-808.000	WITNESS FEES	217 RECOVERY	TRANSPORTATION	482.20	71568
260-000-808.000	WITNESS FEES	NORTHERN CLINICAL & DIAG	PSYCHOLOGICAL ASSESSMENT	910.00	71531
260-000-808.000	WITNESS FEES	217 RECOVERY	TRANSPORTATION FROM TREATMENT	346.85	71666
260-000-808.000	WITNESS FEES	FRESH SANDS COUNSELING &	PSYCHOLOGICAL EVALUATION/RISK ASSESSM	1,820.00	71666
260-000-808.000	WITNESS FEES	FRESH SANDS COUNSELING &	PSYCHOLOGICAL EVALUATION/RISK ASSESSM	1,820.00	71666
260-000-808.000	TELEPHONE	VERIZON WIRELESS	CELLULAR PHONES	113.10	71645
260-000-850.000	MILEAGE REIMBURSEMENT - ATTORNEY	PATRICK DOUGHERTY	COURT APPT ATTY	45.56	71599
260-000-860.003	MILEAGE REIMBURSEMENT - ATTORNEY	PATRICK DOUGHERTY	COURT APPT ATTY	91.12	71599
260-000-860.003	MILEAGE REIMBURSEMENT - ATTORNEY	PATRICK DOUGHERTY	COURT APPT ATTY	341.70	71599
260-000-860.003	MILEAGE REIMBURSEMENT - ATTORNEY	PATRICK DOUGHERTY	COURT APPT ATTY	45.56	71599
260-000-860.003	MILEAGE REIMBURSEMENT - ATTORNEY	PATRICK DOUGHERTY	COURT APPT ATTY	110.55	71599
260-000-860.003	MILEAGE REIMBURSEMENT - ATTORNEY	GRAFF, GRAFF T HELVESTON	COURT APPT ATTY	83.08	71600
260-000-860.004	MDOC TRAVEL TIME	PATRICK DOUGHERTY	COURT APPT ATTY	1,411.10	71590
260-000-860.004	MDOC TRAVEL TIME	PATRICK DOUGHERTY	COURT APPT ATTY	414.13	71590
260-000-860.004	MDOC TRAVEL TIME	MCCURDY, WOTILA, & PORTE	COURT APPT ATTY - TRAVEL TIME	300.00	71708
			Total For Dept 000 GENERAL	10,902.48	

APPENDIX A 10

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 260 INDIGENT DEFENSE FUND					
Total For Fund 260 INDIGENT DEFENSE FUND 10,502.48					
Fund 266 LAW ENFORCEMENT TRAINING FUND					
Dept 000 GENERAL	TRAVEL/MEALS/TRAINING	VISA	DEPUTY MEALS/ACADEMY EXPENSES/LODGING	234.72	71760
266-000-860.000				234.72	
Total For Dept 000 GENERAL 234.72					
Fund 266 LAW ENFORCEMENT TRAINING FUND					
Total For Fund 266 LAW ENFORCEMENT TRAINING FUND 234.72					
Fund 269 LAW LIBRARY FUND					
Dept 000 GENERAL	BOOK & PERIODICALS	MATTHEW BENDER & CO., IN	LAW LIBRARY - BOOKS	37.14	71574
269-000-729.000		RELX INC. DBA LEXISNEXIS	ONLINE ACCESS CHARGES - DEC 2025	394.00	71575
269-000-729.000		I.C.L.E.	MI MODEL CRIMINAL JURY INSTRUCTIONS	188.50	71605
269-000-729.000		THOMSON REUTERS - WEST	SUBSCRIPTION CHARGES - DEC 2025	284.41	71644
269-000-729.000		THOMSON REUTERS - WEST	SUBSCRIPTION PRODUCT CHARGES - JAN 20	812.82	71644
269-000-729.000		BANKS & JORDAN LAW PUBLI	CONFLICTS OF INTEREST IN PRACTICE LAW	116.70	71673
269-000-729.000				1,833.37	
Total For Dept 000 GENERAL 1,833.37					
Fund 269 LAW LIBRARY FUND					
Total For Fund 269 LAW LIBRARY FUND 1,833.37					
Fund 280 HEALTH INSURANCE FUND					
Dept 000 GENERAL	STD 4TH QRT 2025 - EMPLOYER FICA	MADISON NATIONAL LIFE IN	MANISTEE, COUNTY OF #28962 - 4TH QRT	861.25	71660
280-000-716.005		MADISON NATIONAL LIFE IN	MANISTEE, COUNTY OF #28962	740.78	71660
280-000-717.001	HEALTH INSURANCE PREMIUMS- BC/B	BLUE CROSS BLUE SHIELD O	007016448 - 0000 (FEB 2026)	51,081.77	71659
280-000-717.001	HEALTH INSURANCE PREMIUMS- BC/B	BLUE CROSS BLUE SHIELD O	007016448 - 0004 (FEB 2026)	24,649.94	71659
280-000-717.001	HEALTH INSURANCE PREMIUMS- BC/B	BLUE CROSS BLUE SHIELD O	007016448 - 0009 (FEB 2026)	5,578.94	71659
280-000-717.005	DENTAL INSURANCE PREMIUM	BLUE CROSS BLUE SHIELD O	007016448 - 0005 (FEB 2026)	3,599.88	71659
280-000-717.007	HEALTH INSURANCE PREMIUMS - BCN	BLUE CARE NETWORK OF MIC	GROUP 00189746 - 0001	6,490.65	71662
280-000-717.008	HEALTH INSURANCE PREMIUMS - BCN	BLUE CARE NETWORK OF MIC	GROUP 00189746 - 0001	76,033.83	71662
Total For Dept 000 GENERAL 169,037.04					
Fund 280 HEALTH INSURANCE FUND					
Total For Fund 280 HEALTH INSURANCE FUND 169,037.04					
Fund 283 LAND BANK FUND					
Dept 000 GENERAL	CONTRACTED SERVICES - PLANNING	MANISTEE CO. PLANNING.	DEC 2025 MCLBA PLANNING CONTRACT	1,357.93	71712
283-000-801.022	DUES AND FEES	MICHIGAN LAND BANK ASSOC	2026 MEMBERSHIP DUES	250.00	71722
283-000-812.000	MISC. EXPENSE - BLIGHT ELIMINAT	ANALYTICAL TESTING & CON	1/12/26 ASBESTOS AIR CLEARANCE	600.00	71666
283-000-955.015	MISC. EXPENSE - BLIGHT ELIMINAT	KINCAID BUILDING GROUP	141 WASHINGTON ST. STABILIZATION DRAW	37,459.82	71722
283-000-955.015	MISC. EXPENSE - BLIGHT ELIMINAT	OTWELL MAUBY, P.C.	7780 LAKE ST LEAD PAINT INSPECTION	1,370.00	71722
Total For Dept 000 GENERAL 41,037.75					
Fund 283 LAND BANK FUND					
Total For Fund 283 LAND BANK FUND 41,037.75					
Fund 292 CHILD CARE FUND					
Dept 000 GENERAL	ANOTHER COUNTY INSTITUTIONAL CA	MUSKOGON COUNTY JUVENILE	DETENTION - 12/23/25-12/31/25	2,475.00	71626
292-000-832.007	NON SCHEDULED PAYMENTS	MANISTEE COUNTY TRANSPOR	BUS TICKETS	20.00	71626
292-000-840.000	NON SCHEDULED PAYMENTS	TOTAL COURT SERVICES	MONITORING SERVICES	166.50	71642
292-000-840.000	TELEPHONE	MICHAEL COLEMAN	MILEAGE/PHONE REIMBURSEMENTS	50.00	71620
292-000-850.000	TRAVEL	MICHAEL COLEMAN	MILEAGE/PHONE REIMBURSEMENTS	110.35	71620
292-000-860.000	TRAVEL	JUVENILE JUSTICE ASSOC.	JUAM CONFERENCE (M.COLEMAN)	125.00	71705
292-000-860.000				2,946.85	
Total For Dept 000 GENERAL 2,946.85					

APPENDIX A

Invoice Line Desc Vendor Invoice Description Amount Check #

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 292 CHILD CARE FUND					
Total For Fund 292 CHILD CARE FUND				2,946.85	
Fund 293 SOLDIERS & SAILORS RELIEF FUND					
Dept 000 GENERAL	CVSF GRANT - EXPENDITURES	MANISTEE CHAMBER OF COMM	JANUARY 2026 - RENT	500.00	71625
293-000-956.000	CVSF GRANT - EXPENDITURES	VERIZON WIRELESS	CVSF GRANT - CELLPHONES (JAN 26)	75.40	71755
293-000-956.000		Total For Dept 000 GENERAL		575.40	
Total For Fund 293 SOLDIERS & SAILORS RELIEF FUND				575.40	
Fund 295 AIRPORT AUTHORITY FUND					
Dept 000 GENERAL	EQUIPMENT	CDW-G	NETWORK EQUIPMENT	251.11	71583
295-000-730.000	GAS AND OIL	BLARNEY CASTLE OIL COMPA	FUEL FOR AIRPORT - 62735	348.37	71581
295-000-743.000	GAS AND OIL	BLARNEY CASTLE OIL COMPA	FUEL FOR AIRPORT - 62735	773.68	71581
295-000-743.000	GAS AND OIL	BLARNEY CASTLE OIL COMPA	FUEL FOR AIRPORT - 06-0002735	270.03	71678
295-000-801.015	CONTRACTED SERVICES - MAINT. (OR	ORCHARD BEACH AVIATION,	12/2025 - AIRPORT MAINTENANCE	29,456.25	71743
295-000-901.000	ADVERTISING	MANISTEE AREA CHAMBER OF	VACATION MODE PROMO	265.14	71715
295-000-911.000	LIABILITY INSURANCE	AUTO-OWNERS INSURANCE	COMMERICAL LIABILITY	14,573.00	71674
295-000-911.000	LIABILITY INSURANCE	AUTO-OWNERS INSURANCE	COMMERICAL LIABILITY	1,528.84	71674
295-000-920.000	UTILITIES	CONSUMERS ENERGY	1030 3888 5267 - AIRPORT	104.66	71587
295-000-920.000	UTILITIES	CONSUMERS ENERGY	1000 1891 5668 - AIRPORT	1,580.07	71587
295-000-920.000	UTILITIES	CONSUMERS ENERGY	1000 1891 6138	350.18	71587
295-000-920.000	UTILITIES	CONSUMERS ENERGY	1000 5377 5407	582.76	71587
295-000-920.000	UTILITIES	CONSUMERS ENERGY	1000 6500 7096	32.97	71587
295-000-920.000	UTILITIES	DTE ENERGY	9100 282 2469 9	618.57	71729
295-000-920.000	UTILITIES	DTE ENERGY	9200 533 0150 2	666.31	71729
295-000-920.000	UTILITIES	DTE ENERGY	9100 200 6286 5	1,487.05	71729
295-000-920.000	UTILITIES	ORCHARD BEACH AVIATION,	ZOOM, INTERNET & TV	59.51	71743
295-000-931.000	REPAIRS & MAINTENANCE	MANISTEE TIRE SERVICE	SPORT TRAIL TUBE/TIRE DISPOSAL	89.13	71616
295-000-931.000	REPAIRS & MAINTENANCE	REPUBLIC SERVICES #239	WATER CONTAINER PICK UP	87.22	71634
295-000-931.000	REPAIRS & MAINTENANCE	TKS SECURITY	REMOTE VIDEO SERVICES	30.00	71647
295-000-931.000	ACCT# 29904100 (SUPPLIES)	AUTO-WARES GROUP	ACCT# 29904100 (SUPPLIES)	151.92	71672
295-000-931.000	ACCT# 29904100 (SUPPLIES)	AUTO-WARES GROUP	ACCT# 29904100 (SUPPLIES)	5.67	71672
295-000-931.000	REPAIRS & MAINTENANCE	CRYOTECH DEICING TECHNOL	RUNWAY DEICER	5,399.50	71685
295-000-931.000	REPAIRS & MAINTENANCE	WEST COAST FARM SERVICE	WHEEL BOLT	20.00	71756
295-000-931.000	REPAIRS & MAINTENANCE	TKS SECURITY	CONVERT EXISITNG READERS & ADDITIONAL	10,215.29	71767
295-000-955.001	MISC. EXPENSE - PFC (AIRPORT)	MEAD&HUNT	PFC ADM SERVICES	5,642.50	71718
Total For Dept 000 GENERAL				74,589.73	
Total For Fund 295 AIRPORT AUTHORITY FUND				74,589.73	
Fund 299 UNEMPLOYMENT FUND					
Dept 000 GENERAL	UNEMPLOYMENT CHARGES	UNEMPLOYMENT INSURANCE A	ACCT# 0805035 000 - QRT 2025	4,580.00	71755
299-000-716.010		Total For Dept 000 GENERAL		4,580.00	
Total For Fund 299 UNEMPLOYMENT FUND				4,580.00	
Fund 481 AIRPORT CAPITAL FUND					
Dept 000 GENERAL	MISC EXPENSE (APPROPRIATION)	TKS SECURITY	CONVERT EXISITNG READERS & ADDITIONAL	5,882.21	71767
481-000-955.013		Total For Dept 000 GENERAL		5,882.21	

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 481 AIRPORT CAPITAL FUND					
Total For Fund 481 AIRPORT CAPITAL FUND				5,882.21	
Fund 620 FORECLOSURE FUND					
Dept 000 GENERAL	ATTORNEY FEES	CUMMINGS, MCCLOREY, DAVI	PRICE LAWSUIT	52.80	71589
620-000-806.000	ATTORNEY FEES	CUMMINGS, MCCLOREY, DAVI	GEE LAWSUIT	176.00	71589
620-000-806.000	COPPER LEASE PAYMENT	XEROX CORPORATION	BASE &/OR COPIES - DEC 25	163.48	71764
620-000-930.001	MISC. EXPENSE - EXCESS PROCEEDS	VISSER & ASSOCIATES TRUS	REMAINING PROCEEDS PER COURT ORDER	6,016.19	71775
620-000-955.009					
Total For Dept 000 GENERAL				6,408.47	
Total For Fund 620 FORECLOSURE FUND				6,408.47	
Fund 737 OPEB TRUST FUND					
Dept 000 GENERAL	HEALTH INSURANCE PREMIUMS- BC/B	BLUE CROSS BLUE SHIELD O	007016448 - 0006 (FEB 2026)	7,367.73	71659
737-000-717.001	DENTAL INSURANCE PREMIUM	BLUE CROSS BLUE SHIELD O	007016448 - 0005 (FEB 2026)	858.62	71659
737-000-717.005	HEALTH INSURANCE PREMIUMS - BCN	BLUE CARE NETWORK OF MIC	GROUP 00189746 - 0001	3,470.29	71662
737-000-717.008	HEALTH INSURANCE PREMIUMS - BCN	BLUE CARE NETWORK OF MIC	GROUP 00189746 - 0001	618.67	71663
737-000-717.008					
Total For Dept 000 GENERAL				12,315.31	
Total For Fund 737 OPEB TRUST FUND				12,315.31	

GL Number Invoice Line Desc Vendor Invoice Description Amount Check #

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
			Fund Totals:		
			Fund 101 GENERAL FUND	354,442.41	
			Fund 214 BEAR LAKE IMP	50.00	
			Fund 225 RECYCLING FUN	16,560.24	
			Fund 232 MANISTEE COUN	197.43	
			Fund 236 MAINTENANCE O	4,607.17	
			Fund 251 CAPITAL IMPRO	251,235.00	
			Fund 253 REMONUMENTATI	38,802.00	
			Fund 256 REGISTER OF D	1,494.93	
			Fund 260 INDIGENT DEFE	10,902.48	
			Fund 266 LAW ENFORCEME	234.72	
			Fund 269 LAW LIBRARY F	1,833.37	
			Fund 280 HEALTH INSURA	169,037.04	
			Fund 283 LAND BANK FUN	41,037.75	
			Fund 292 CHILD CARE FU	2,946.85	
			Fund 293 SOLDIERS & SA	575.40	
			Fund 295 AIRPORT AUTHO	74,589.73	
			Fund 299 UNEMPLOYMENT	4,580.00	
			Fund 481 AIRPORT CAPIT	5,882.21	
			Fund 620 FORECLOSURE F	6,408.47	
			Fund 737 OPEB TRUST FU	12,315.31	

Total For All Funds: 997,732.51

User: SAZIELINSKI
DB: Manistee

BOTH JOURNALIZED AND UNJOURNALIZED
BOTH OPEN AND PAID - CHECK TYPE: ACH TRANSFER

GL Number Invoice Line Desc Vendor Invoice Description Amount Check #

Fund 101 GENERAL FUND					
Dept 103 GENERAL SERVICES/CONTINGENCIES					
101-103-730.001	EQUIPMENT - VEHICLES (LEASED)	ENTERPRISE FM TRUST	ACCT#594177 - ENTERPRISE FLEET MANAGEM	786.91	615
101-103-820.000	PRE-EMPLOYMENT EXAMS	ALL ACCESS CARE PLLC	PRE EMPLOYMENT EXAM	155.00	612
		Total For Dept 103 GENERAL SERVICES/CONTINGENCIES		941.91	

Dept 172 ADMINISTRATOR/CONTROLLER					
101-172-728.000	POSTAGE - ACCT#34575944	RESERVE ACCOUNT	ACCT#34575944 - MANISTEE COUNTY	1,588.08	609
101-172-728.000	POSTAGE - ACCT#34575944	RESERVE ACCOUNT	ACCT#34575944 - MANISTEE COUNTY	386.10	609
101-172-728.000	POSTAGE - ACCT#34575944	RESERVE ACCOUNT	ACCT#34575944 - MANISTEE COUNTY	671.58	609
101-172-801.000	CONTRACTED SERVICES	KENNIS CONSULTING, LLC	PROFESSIONAL SERVICES (12/24/25 - 01/	3,049.58	605
101-172-801.000	CONTRACTED SERVICES	KENNIS CONSULTING LLC	PROFESSIONAL SERVICES - 1/4/26 - 1/21	3,110.20	620
101-172-850.000	TELEPHONE	TELNET WORLDWIDE	ACCOUNT# 9940 (COURTHOUSE)	52.56	610
		Total For Dept 172 ADMINISTRATOR/CONTROLLER		8,858.10	

Dept 215 COUNTY CLERK					
101-215-850.000	TELEPHONE	TELNET WORLDWIDE	ACCOUNT# 9940 (COURTHOUSE)	14.02	610
101-215-860.000	TRAVEL	MICHELLE JOHNSON	DECEMBER PHONE REIMBURSMENT	25.00	607
		Total For Dept 215 COUNTY CLERK		39.02	

Dept 228 INFORMATION TECHNOLOGY					
101-228-850.000	TELEPHONE	TELNET WORLDWIDE	ACCOUNT# 9940 (COURTHOUSE)	24.53	610
		Total For Dept 228 INFORMATION TECHNOLOGY		24.53	

Dept 253 TREASURER					
101-253-850.000	TELEPHONE	TELNET WORLDWIDE	ACCOUNT# 9940 (COURTHOUSE)	10.51	610
		Total For Dept 253 TREASURER		10.51	

Dept 257 EQUALIZATION					
101-257-850.000	TELEPHONE	TELNET WORLDWIDE	ACCOUNT# 9940 (COURTHOUSE)	17.52	610
		Total For Dept 257 EQUALIZATION		17.52	

Dept 265 BUILDING AND GROUNDS					
101-265-743.000	GAS AND OIL	FUELMAN	BG167973 - FLEET#171260 (COURTHOUSE)	134.10	603
		Total For Dept 265 BUILDING AND GROUNDS		134.10	

Dept 283 CIRCUIT COURT					
101-283-850.000	TELEPHONE	TELNET WORLDWIDE	ACCOUNT# 9940 (COURTHOUSE)	28.03	610
		Total For Dept 283 CIRCUIT COURT		28.03	

Dept 284 CIRCUIT COURT - JUVENILE DIVISION					
101-284-850.000	TELEPHONE	TELNET WORLDWIDE	ACCOUNT# 9940 (COURTHOUSE)	49.05	610
		Total For Dept 284 CIRCUIT COURT - JUVENILE DIVISION		49.05	

Dept 286 DISTRICT COURT					
101-286-801.000	CONTRACTED SERVICES	MARAYLA MURRAY	CONTRACT SERVICES - CIVIL CLERK	2,469.50	610
101-286-850.000	TELEPHONE	TELNET WORLDWIDE	ACCOUNT# 9940 (COURTHOUSE)	21.02	610
101-286-955.002	MISC EXP-MDCGP SOBRIETY COURT	JOHN NAGY	SC CAS MANAGER - MDCGP SOBRIETY CRT	73.98	610
101-286-955.002	MISC EXP-MDCGP SOBRIETY COURT	JOHN NAGY	SC CAS MANAGER - MDCGP SOBRIETY CRT	924.00	610
101-286-955.002	MISC EXP-MDCGP SOBRIETY COURT	JOHN NAGY	SC CAS MANAGER - MDCGP SOBRIETY CRT	924.00	610
		Total For Dept 286 DISTRICT COURT		4,412.50	

Dept 289 FRIEND OF THE COURT					
101-289-850.000	TELEPHONE	TELNET WORLDWIDE	ACCOUNT# 9940 (COURTHOUSE)	31.54	610
101-289-850.000	TELEPHONE	CLAYTON KELLEY	REIMBURSEMENT MILEAGE	30.00	619
101-289-860.002	MILEAGE REIMBURSEMENT	CLAYTON KELLEY	REIMBURSEMENT MILEAGE	107.80	619

APPENDIX A 15

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 101 GENERAL FUND Dept 289 FRIEND OF THE COURT				169.34	
Dept 294 PROBATE COURT 101-294-809.000 101-294-850.000	GUARDIANSHIP INVESTIGATION TELEPHONE	STACI LYN JOHNSON TELNET WORLDWIDE	GUARDIANSHIP SERVICES ACCOUNT# 9940 (COURTHOUSE)	522.78 24.53	629 610
Dept 296 PROSECUTING ATTORNEY 101-296-850.000	TELEPHONE		ACCOUNT# 9940 (COURTHOUSE)	49.05	610
Dept 301 SHERIFF 101-301-730.001 101-301-743.000 101-301-743.000 101-301-814.000 101-301-850.000	ENTERPRISE VEHICLES (MAINTENANC GASOLINE AND OIL GASOLINE AND OIL TELEPHONE	ENTERPRISE FM TRUST BLARNEY CASTLE FLEET PRO FUELMAN TELNET WORLDWIDE	ACCT#594177 - ENTERPRISE FLEET MANAGEM ACCT# BC397 - MANISTEE COUNTY SHERIFF ACCT# 167971 - FLEET#171258 (SHERIFF) ACCT# 9945 (SHERIFF OFFICE)	22,524.94 1,198.60 2,482.04 253.48	615 613 614 616
Dept 302 SSCENT DRUG TEAM 101-302-743.000	GAS AND OIL	FUELMAN	ACCT# 167971 - FLEET#171258 (SHERIFF)	171.05	614
Dept 307 COURT SECURITY 101-307-743.000	GAS AND OIL		ACCOUNT# 9940 (COURTHOUSE)	171.05	613
Dept 332 SNOWMOBILE PATROL 101-332-743.000 101-332-743.000	GASOLINE AND OIL GASOLINE AND OIL	BLARNEY CASTLE FLEET PRO FUELMAN	ACCT# BC397 - MANISTEE COUNTY SHERIFF ACCT# 167971 - FLEET#171258 (SHERIFF)	167.69 26.85	613 614
Dept 351 JAIL 101-351-760.000 101-351-760.002 101-351-814.000 101-351-814.000 101-351-814.000 101-351-814.000	PRISONER MEDICAL-CONTRACT PRISONER MEDICAL - MEDICATION/S PRISONER MEALS PRISONER MEALS PRISONER MEALS		Total For Dept 332 SNOWMOBILE PATROL INMATE HEALTHCARE CONTRACT - DEC 2025 INMATE MEDICATIONS/SUPPLIES - DEC 202 INMATE MEALS - 12/21/25 - 12/27/25 INMATE MEALS - 12/28/25 - 01/03/26 INMATE MEALS - 1/4/26 - 01/10/26 INMATE MEALS - 12/14/25 - 12/20/25	13,363.83 1,620.23 2,962.51 2,925.00 2,921.59 3,031.99	617 617 623 623 623 630
Dept 430 ANIMAL CONTROL 101-430-743.000 101-430-743.000	GASOLINE AND OIL GASOLINE AND OIL	BLARNEY CASTLE FLEET PRO FUELMAN	ACCOUNT# 9940 (COURTHOUSE)	318.24 170.74	616 616
Dept 701 PLANNING 101-701-850.000	TELEPHONE		ACCOUNT# 9940 (COURTHOUSE)	17.52	616
Dept 711 REGISTER OF DEEDS 101-711-850.000	TELEPHONE		ACCOUNT# 9940 (COURTHOUSE)	10.51	610

GL Number Invoice Line Desc Vendor Invoice Description Amount Check #

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 101 GENERAL FUND					
Total For Fund 101 GENERAL FUND				69,589.28	
Fund 256 REGISTER OF DEEDS AUTOMATION FUND					
Dept 000 GENERAL	CONTRACTED SERVICES	VALSOFT CORP INC	COTT - DECEMBER 2025	150.00	602
256-000-801.000				150.00	
Total For Fund 256 REGISTER OF DEEDS AUTOMATION FUND				150.00	
Fund 260 INDIGENT DEFENSE FUND					
Dept 000 GENERAL	HUMANITARIAN SUPPORT EXPENSE	MCKENZIE BRADFORD	HUMANITARIAN SUPPORT	69.22	627
260-000-727.007	WITNESS FEES	OPEN DOOR ASSESSMENTS, L	COURT SCREENINGS	100.00	628
260-000-808.000	TRAVEL	MCKENZIE BRADFORD	MILEAGE REIMBURSEMENT	134.40	621
260-000-860.000					
Total For Dept 000 GENERAL				303.62	
Total For Fund 260 INDIGENT DEFENSE FUND				303.62	
Fund 280 HEALTH INSURANCE FUND					
Dept 000 GENERAL	LIFE INSURANCE	MADISON NATIONAL LIFE IN	MANISTEE, COUNTY OF #28962	398.98	606
280-000-716.004	LIFE INSURANCE	MADISON NATIONAL LIFE IN	LIFE INS/STD/ ADD - FEB 2026	403.18	633
280-000-716.004	STD INSURANCE	MADISON NATIONAL LIFE IN	MANISTEE, COUNTY OF #28962	7,409.28	606
280-000-716.005	STD INSURANCE	MADISON NATIONAL LIFE IN	LIFE INS/STD/ ADD - FEB 2026	7,575.18	633
280-000-716.005	HEALTH INSURANCE - BUNDLE FEE	ADVANCED BENEFIT SOLUTIO	HRA/FLEX/COBRA ECT BUNDR JAN 2026	3,682.40	631
280-000-717.000	VSP - INSURANCE	ADVANCED BENEFIT SOLUTIO	HRA/FLEX/COBRA ECT BUNDR JAN 2026	1,481.77	631
280-000-717.011					
Total For Dept 000 GENERAL				20,950.79	
Total For Fund 280 HEALTH INSURANCE FUND				20,950.79	
Fund 292 CHILD CARE FUND					
Dept 000 GENERAL	NON SCHEDULED PAYMENTS	AMBER BEAUMONT	MILEAGE REIMBURSEMENT	100.00	608
292-000-840.000	TELEPHONE	AMBER BEAUMONT	REIMBURSMENT MILEAGE/PHONE/SUPPLIES	100.00	624
292-000-840.000	TELEPHONE	CARLY BAILEY	MILEAGE/PHONE REIMBURSEMENT	50.00	601
292-000-850.000	TELEPHONE	AMBER BEAUMONT	MILEAGE/PHONE REIMBURSEMENT	50.00	608
292-000-850.000	TELEPHONE	AMBER BEAUMONT	MILEAGE REIMBURSEMENT	50.00	608
292-000-850.000	TRAVEL	AMBER BEAUMONT	REIMBURSMENT MILEAGE/PHONE/SUPPLIES	50.00	624
292-000-860.000	TRAVEL	CARLY BAILEY	MILEAGE/PHONE REIMBURSEMENT	492.80	601
292-000-860.000	TRAVEL	AMBER BEAUMONT	MILEAGE/PHONE REIMBURSEMENT	183.12	608
292-000-860.000	TRAVEL	AMBER BEAUMONT	MILEAGE REIMBURSEMENT	91.56	608
292-000-860.000	TRAVEL	AMBER BEAUMONT	REIMBURSMENT MILEAGE/PHONE/SUPPLIES	91.56	624
Total For Dept 000 GENERAL				1,259.04	
Total For Fund 292 CHILD CARE FUND				1,259.04	
Fund 295 AIRPORT AUTHORITY FUND					
Dept 000 GENERAL	CONTRACTED SERVICES - AIR SERVI	CORPORATE FLIGHT MANAGEN	AEAS ROUTE MBL-ORD-MBL (DEC 2025)	481,059.00	611
295-000-801.001				481,059.00	
Total For Dept 000 GENERAL				481,059.00	
Total For Fund 295 AIRPORT AUTHORITY FUND				481,059.00	
Fund 296 JUVENILE JUSTICE FUND					
Dept 000 GENERAL	CONTRACTED SERVICES - SOCIAL SE	GLORY LINKE	JANUARY 26 - SOCIAL WORK SERVICES	4,333.00	604
296-000-801.000					

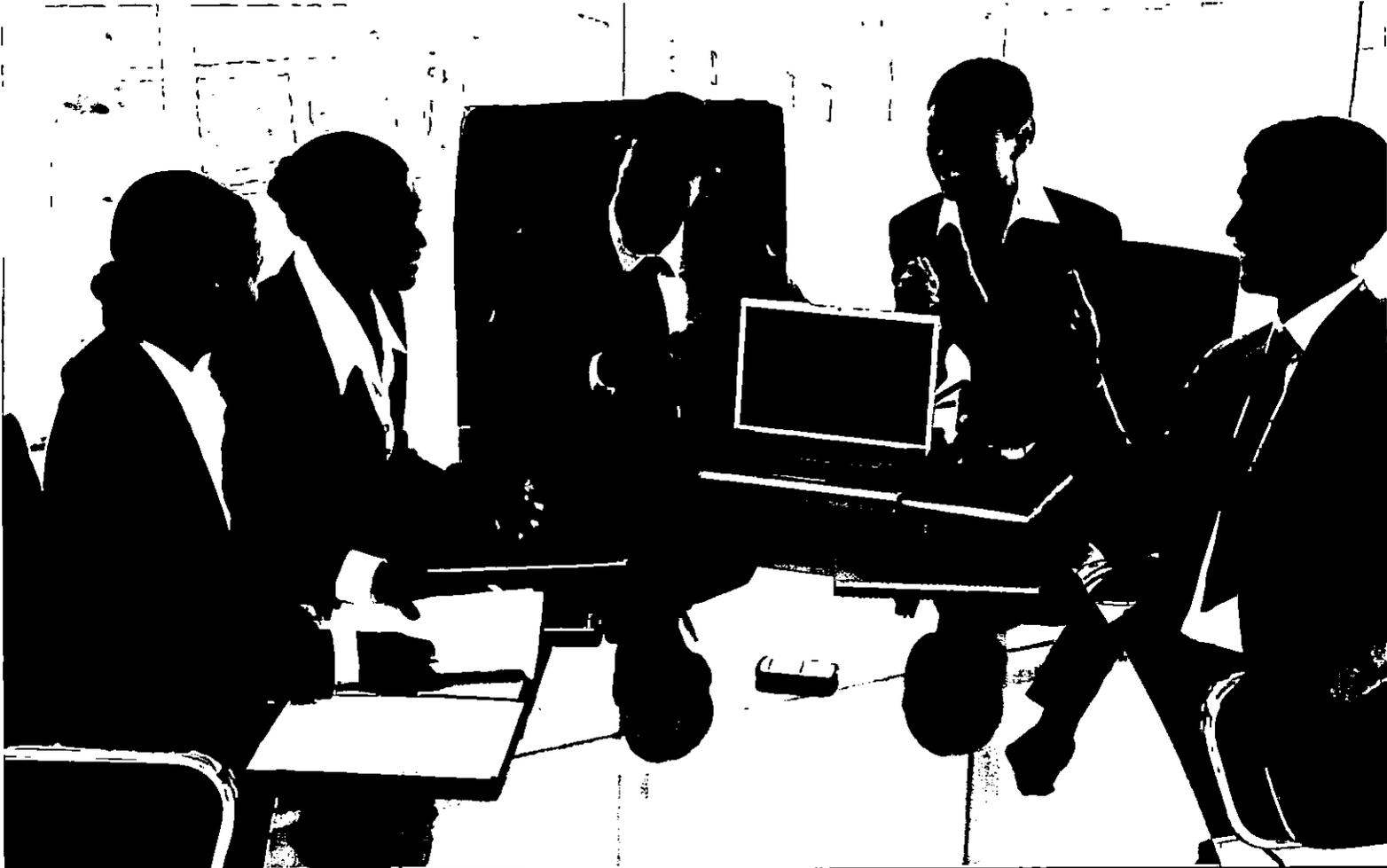
GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 296 JUVENILE JUSTICE FUND					
Dept 000 GENERAL					
			Total For Dept 000 GENERAL	4,333.00	
Fund 737 OPEB TRUST FUND					
Dept 000 GENERAL					
737-000-717.000	HEALTH INSURANCE - HRA FEES	ADVANCED BENEFIT Solutio	HRA/FLEX/COBRA ECT BUNDER JAN 2026	529.60	631
737-000-717.002	HEALTH INSURANCE PREMIUMS - AMA SILVERSCRIPT	RETIREE PRESCRIPTIONS	RETIREE PRESCRIPTIONS - FEB. 2026	2,045.03	625
737-000-717.002	HEALTH INSURANCE PREMIUMS - AMA	AMA INSURANCE AGENCY, IN	RETIREE'S MEDICAL INSURANCE - FEB 26	6,597.00	632
737-000-717.011	VSP - INSURANCE	ADVANCED BENEFIT Solutio	HRA/FLEX/COBRA ECT BUNDER JAN 2026	307.50	631
			Total For Dept 000 GENERAL	9,479.13	
Fund 737 OPEB TRUST FUND					
Dept 000 GENERAL					
			Total For Fund 737 OPEB TRUST FUND	9,479.13	

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund Totals:					
			Fund 101 GENERAL FUND	69,589.28	
			Fund 256 REGISTER OF D	150.00	
			Fund 260 INDIGENT DEFE	303.62	
			Fund 280 HEALTH INSURA	20,950.79	
			Fund 292 CHILD CARE FU	1,259.04	
			Fund 295 AIRPORT AUTHO	481,059.00	
			Fund 296 JUVENILE JUST	4,333.00	
			Fund 737 OPEB TRUST FU	9,479.13	
			Total For All Funds:	587,123.86	



January 19, 2026

By: Gabriel, Roeder, Smith & Company



Manistee County

Proposal to Provide OPEB Actuarial Services

Table of Contents

Section	Page
GRS' Background in Health Care Consulting.....	1
Scope of Services	
Actuarial Funding Valuation	2
Governmental Accounting Standards Board (GASB) Accounting Report.....	3
GASB Statement Nos. 74 & 75 Reporting	3
Claims and Premium Rate Analysis.....	4
Professional Consulting Staff	5
Consulting Fees	6
Project Timing and Communication.....	7
Acceptance of Proposal	8
Report Distribution List	9
Retiree Health Care Plan Data Request.....	10
Appendix: About GRS Brochure	Appendix-1



GRS' Background in Health Care Consulting

GRS specializes in retiree health care plan consulting for the public sector. Governments are seeking ways to provide benefits that are economically sustainable and affordable while also providing meaningful value to their retirees. We help governments manage and optimize their OPEB benefits strategy by advising on benefit levels and financing structure. GRS has helped more than 600 OPEB clients by providing valuations to enable compliance with financial reporting requirements and the development of funding options to help pay plan obligations. We also provide services that help plan sponsors manage the underlying retiree health care program. This includes Medicare Part D attestations, consulting on Employee Group Waiver Programs (EGWP), and benefit strategy.



Scope of Services

Actuarial Funding Valuation

In order to help facilitate the funding of the Plan, we will prepare an actuarial funding valuation of the retiree health care benefits for the Manistee County Retiree Health Care Plan as of 12/31/2025. The actuarial funding valuation will encompass the phases indicated below:

Determination of:

- Actuarial present value of projected benefits;
- Actuarial accrued liability;
- Actuarial value of assets;
- Unfunded actuarial accrued liability;
- Normal cost; and
- Actuarially Determined Contribution for the fiscal years ending 9/30/2027 and 9/30/2028.

The Actuarial Retiree Health Care Funding Valuation will Include the Following:

- Seven contribution amounts plus a grand total with assets:
 - General;
 - Sheriff/POAM;
 - Executive Employees;
 - Elected Officials;
 - AFSCME;
 - Court Employees;
 - Sheriff/Administration; and
 - Grand Total.
- One set of initial per capita costs based on up to six distinct retiree medical plans;
- The retiree medical, prescription drug and dental plans are fully-insured. In addition, the post-65 plan is a Medicare Advantage plan; and
- We will prepare our calculations using one interest rate assumption which is consistent with the investment policy of the Plan. For purposes of the 12/31/2023 OPEB valuation report, an investment return assumption of 6.75% was used.

Our fees do not include any meetings, additional studies for changes in benefits, or any other items not detailed in this letter. If Manistee County would like to meet to discuss the results of the valuation, GRS will charge for the meeting(s) based on time and expense. The standard hourly rate for this would range from \$250-\$420 per hour.



Governmental Accounting Standards Board (GASB) Accounting Report

In order to prepare the necessary information for the fiscal years ending 9/30/2026 and 9/30/2027 for GASB Statement Nos. 74 & 75, we will prepare additional accounting reports of the retiree health care benefits for the Manistee County Retiree Health Care Plan. The accounting reports will be provided following the availability of the necessary information and the end of the applicable fiscal year. Each GASB Statement Nos. 74 & 75 report will include, but is not limited to, the following information:

GASB Statement Nos. 74 & 75 Reporting

- Determination of the Single Discount Rate;
- Statement of Changes in the Net OPEB Liability and Related Ratios, using the Single Discount Rate as determined above;
- Schedule of Net OPEB Liability;
- Schedule of Actuarially Determined Contributions (and notes);
- Statement of Fiduciary Net Position and Changes in Fiduciary Net Position;
- A sensitivity analysis providing the Net OPEB Liability based on a 1% higher and 1% lower discount rate and a 1% higher and 1% lower health care trend assumption;
- A description of the types of benefits provided by the plan;
- The number and classes of employees covered by the benefit terms;
- OPEB Expense calculation which separately tracks annual gains and losses due to demographic experience, asset experience, assumption changes, and plan changes; and
- Deferred Outflows and Inflows of Resources related to OPEBs.

Note that there is still other information not listed above that will be required in the Plan's financial statements and/or the Annual Comprehensive Financial Report to fully comply with GASB Statement Nos. 74 & 75. This additional information will need to be provided by the Plan's investment consultant and its accountants or other financial statement preparers. This other information includes the annual money-weighted rate of return on OPEB plan investments. If the Plan's investment consultant and its accountant are unable to provide this calculation, GRS can provide it for an additional fee. Please let us know if you require GRS to perform the calculation.

In addition, each GASB Statement Nos. 74 & 75 report will include a supplemental section which can be used to assist Manistee County with the completion of Form 5572 (Retirement System Annual Report) for purposes of compliance with Michigan Public Act 202 (PA 202) of 2017. The additional cost for including the supplemental section for PA 202 purposes is encompassed in the consulting fees listed on page 6.



Claims and Premium Rate Analysis

Adjusted Blended Fully-Insured Premium Rate

In fully-insured ratings, actives and non-Medicare retirees are often assigned the same rate. Since health risk and utilization of medical services increases with age, this practice produces an implied subsidy to the retiree population. The GASB and the Society of Actuaries' Actuarial Standards of Practice require the use of "true" retiree cost in retiree health care valuations. GRS will develop the retiree premiums associated with each individual age by adjusting the blended fully-insured rates with the ratio of the expected cost at that age and the expected cost at the average age of the blended active and non-Medicare eligible population.



Professional Consulting Staff

The GRS team assigned to the actuarial funding valuation of the retiree health care benefits for Manistee County have extensive experience and expertise in retirement plans, health care benefits, and their associated costs. The team will include members with the following credentials listed below:

- A qualified health actuary who is either an Associate of the Society of Actuaries (ASA), or a Fellow of the Society of Actuaries (FSA). This individual will be responsible for analyzing your premiums and/or claims experience, determining a per person health care cost appropriate for your Plan, and determining the appropriate health inflation assumption to be used in your actuarial funding valuation.
- A qualified OPEB actuary who is either an Associate of the Society of Actuaries (ASA), a Fellow of the Society of Actuaries (FSA), or an Enrolled Actuary (EA). This individual will be responsible for calculating the liabilities and the Actuarially Determined Contribution.

The Actuarial Standards require that any actuary providing a Statement of Actuarial Opinion (SAO) be qualified to do so. The actuaries certifying Manistee County's actuarial funding valuation must be qualified to provide the SAO. The GRS actuaries assigned to the project satisfy the above requirements.



Consulting Fees

Gabriel, Roeder, Smith & Company’s professional consulting fees are based on the time spent by our associates in performing these services for you. The table below shows our proposed fees broken down by Valuation Project:

Valuation Project	Fees ¹
1. Actuarial Funding Valuation as of 12/31/2025	\$16,375
2. GASB Statement Nos. 74 &75 Report, Measurement Date: 9/30/2026 ² based on 12/31/2025 actuarial funding valuation including PA 202 Calculations and Exhibit	8,175
3. GASB Statement Nos. 74 &75 Report, Measurement Date: 9/30/2027 ² based on 12/31/2025 actuarial funding valuation including PA 202 Calculations and Exhibit	8,175
Timing: Projected delivery 12-16 weeks after receiving clean and complete data for Item 1 and 4-6 weeks for Items 2 and 3.	

¹ The fees above will be charged following the completion of each project listed.

² Additional fees may apply if there have been significant changes to the Plan since the Actuarial Funding Valuation was completed or there are component units.

The Retiree Health Care Plan recognizes that GRS’ liability in connection with this work is limited by available insurance coverage.

The fees provided above are based on a biennial valuation cycle where roll-forward techniques will be applied to the 12/31/2025 valuation for the purpose of preparing the information for GASB Statement Nos. 74 & 75 for the fiscal years ending 9/30/2026 and 9/30/2027.

A high-quality valuation must be based on accurate member data, benefit cost data and plan design information. We base all of our calculations on this information which is supplied by the Plan Sponsor and their designees. If, after commencement of the valuation, it is determined that some of the information is inaccurate or incomplete requiring re-work on our part, we will increase our fees based on actual time spent on the additional work.



Project Timing and Communication

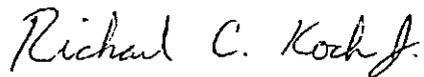
We are prepared to initiate the 12/31/2025 actuarial funding valuation upon receipt of the data and following your approval of this proposal. We project that an actuarial funding valuation will be delivered 12 to 16 weeks after receipt of clean and complete data.

Work for each GASB Statement Nos. 74 & 75 report will be initiated after the completion of the applicable fiscal year and upon our receipt of the necessary data. We project that each GASB Statement Nos. 74 & 75 report will be delivered four to six weeks after receipt of clean and complete data.

The consulting fees included in this proposal are guaranteed for one year.

Please do not hesitate to contact us at 1.248.799.9000, extension 1173 should you need additional information or clarification. We look forward to continuing to assist the Manistee County Retiree Health Care Plan in the preparation of an actuarial funding valuation and the GASB reporting of its retiree health care benefits.

Respectfully submitted,
Gabriel, Roeder, Smith & Company



Richard C. Koch Jr., FSA, EA, FCA, MAAA

RCK:dj



Acceptance of Proposal

The undersigned hereby authorizes Gabriel, Roeder, Smith & Company to commence work on the selected items below as outlined in the proposal dated January 19, 2026.

Acceptance for: Manistee County Retiree Health Care Plan	
By:	
Printed Name:	
Title:	
Date:	

Please indicate which services the Manistee County Retiree Health Care Plan would like to approve.

- 12/31/2025 Actuarial Funding Valuation
- 9/30/2026 GASB Statement Nos. 74 & 75 Report (including PA 202 Calculations and Exhibit)
- 9/30/2027 GASB Statement Nos. 74 & 75 Report (including PA 202 Calculations and Exhibit)



Report Distribution List

We plan to mail hard copies of the reports to the following recipient. Please indicate how many copies of each report you would like sent to the following recipient and if you would like an electronic copy of the report in the following chart:

Ms. Lisa Sagala
 County Controller/Administrator
 Manistee County Retiree Health Care Plan
 415 Third Street
 Manistee, Michigan 49660

Report Type	Number of Requested Hard Copies	If Electronic Copies are Desired, Please Supply an E-mail Address for Receipt
12/31/2025 Actuarial Funding Valuation		
9/30/2026 GASB Statement Nos. 74 & 75 Report		
9/30/2027 GASB Statement Nos. 74 & 75 Report		

Please indicate the following information, if you wish to have a copy of any of the reports mailed to a different recipient:

Name: _____
 Company: _____
 Mailing Address: _____

Report Type	Number of Requested Hard Copies	If Electronic Copies are Desired, Please Supply an E-mail Address for Receipt
12/31/2025 Actuarial Funding Valuation		
9/30/2026 GASB Statement Nos. 74 & 75 Report		
9/30/2027 GASB Statement Nos. 74 & 75 Report		



Manistee County Retiree Health Care Plan Data Request

Upon acceptance of the Letter of Engagement, the elements included on the following pages are necessary in order to complete the actuarial funding valuation.

For security purposes, we request that all file transfers occur via the secure file transfer portion of the GRS Advantage™ Website. Information related to using GRS Advantage™ is provided below. Please follow the instructions below to register or access the GRS Advantage™ Website. The reference guide mentioned below details how to download and upload files to the site.

GRS Advantage™ Website

Access or activate your personalized account on the GRS Advantage™ Website

- I. Go to <https://advantage.gabrielroeder.com>
 - a. Register or Login as a Plan Sponsor
- II. Download and open the GRS Advantage user reference guide (<https://advantage.gabrielroeder.com/Documents/Help/GRSAdvantageUserReferenceGuide.pdf>)
 - a. Follow along with the “GRS Advantage Website - Requesting Access to the Website” help topic to activate your account and personalize your password.
 - b. Read over the “GRS Advantage Website - Using the GRS Advantage™ Website” help topic, specifically item “2.” which describes the navigation bar.
 - c. Read over the “Secure File Transfer” section, which describes how to send and retrieve file transfers.

Demographic Data Requirements

In order to complete the funding valuation, a listing will be needed containing the necessary member census information (active, deferred vested (if applicable), and retired). Following approval of our proposal, we will provide an Excel spreadsheet requesting the necessary information. The data will be collected via the GRS Advantage™ Website.

Plan Provisions

Upon approval of the project, we will confirm no subsequent changes to the Summary of Benefits since the 12/31/2025 GASB Statement Nos. 74 & 75 report process.

Asset Information and Pay-As-You-Go Cost

For purposes of the December 31, 2025 funding valuation, we will provide an Excel spreadsheet requesting the necessary asset and pay-as-you-go information as of December 31, 2025.



Manistee County Retiree Health Care Plan Data Request

OPEB Initial Per-Capita Cost Information

Please provide all data electronically, where available.

1. Please explain which groups/divisions are available for current and future retirees. If more than one group/division is still available, please explain what would cause a retiree to choose one group/division over another. We believe the easiest way to present this information is to provide a table similar to the table below. The information in the table is an example.

OPEB Group: **Sample**

Retiree Group/Division	Offered to Pre-65 and Post-65 Retirees?	Applicable Group	Anticipated Plan Design Changes?	Eligible Active Division(s)/Plan(s)*	Comments**
0001	Pre-65 only	Retired before 1/1/2006	None	Closed to future retirees	
0002	Pre-65 only	Retired on or after 12/31/1995	7/1/2008 - will change Rx Copay to \$10/\$40	0001, 0002 & 0003	
0015	Post-65 only	Retired any time	None	Open to all current/future retirees	

* Please list which active division(s)/plan(s) are eligible to retire into each corresponding retiree division. Note that multiple retiree divisions/plans may be available to each active division/plan.

** Enter any additional information which you feel may be relevant.

2. Please explain any major changes to the Retiree Health Plan (i.e., changes in copays, deductibles, change from fully-insured to self-insured, introduction to high deductible health plans, etc.) in the past three years.
3. Please provide a summary of Health Care Coverage Plan Provisions for each health care option. For example, please list copays, and deductibles for the PPO, HMO, etc. If a summary is not available, a member booklet should suffice.
4. Please provide us with the 2026 illustrative monthly active and retiree premium rates for one-person and two-person coverage. For the retirees, we would like both pre-65 (regular premium rates) and post-65 (complementary premium rates). If available, it would be helpful to have the premium rate broken down by coverage component (i.e., medical, prescription drug, dental, and/or vision).

Please provide the annual Rate Sheet for each group/division from your provider. For all Rate Sheets submitted, please indicate the full period these rates are effective. Billing statements do not contain the information needed; therefore, they are not necessary to send.



About Gabriel, Roeder, Smith & Company

GRS Client Base



1,000+ clients in nearly 50 states

43 State or Statewide Retirement Systems covering a total of over 7 million participants and nearly \$1 trillion in assets.

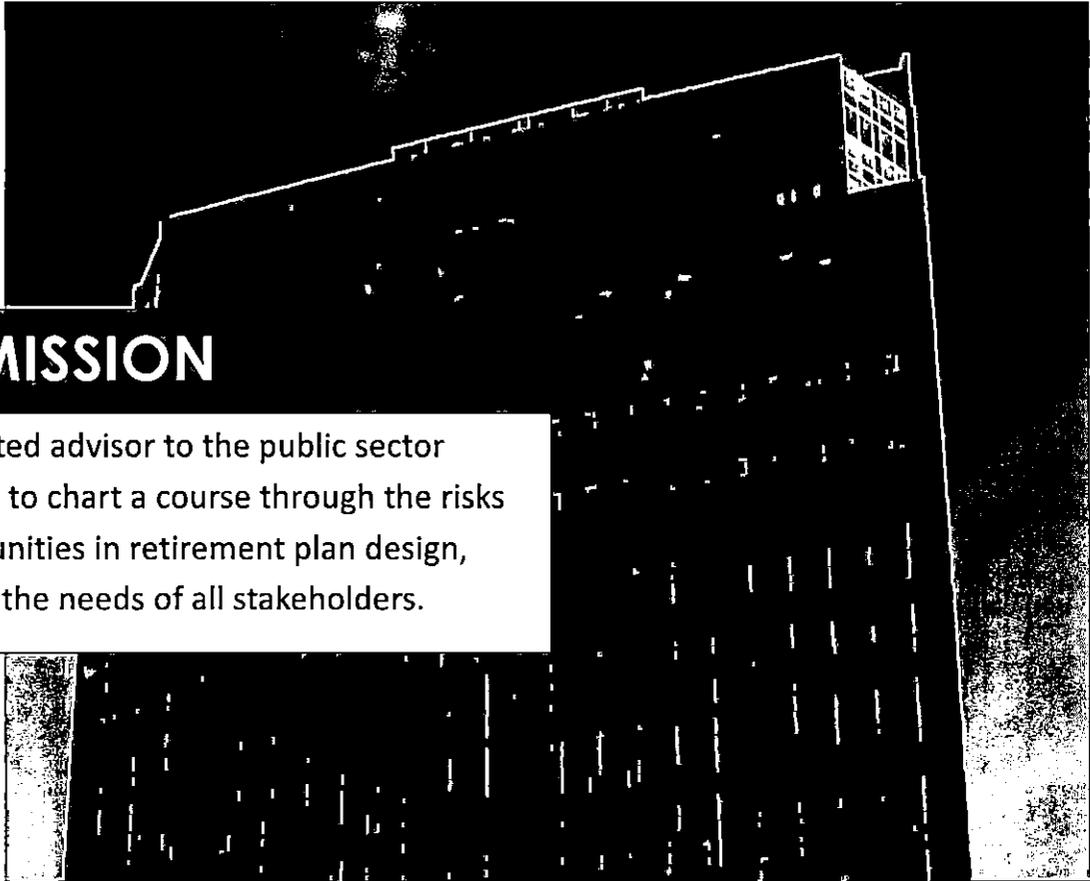
28 Statewide Retirement Systems with 50,000 or more participants.

Our History

Founded in 1938, Gabriel, Roeder, Smith & Company (GRS) is a national actuarial and benefits consulting firm. GRS is dedicated to bringing clients innovative, sustainable solutions that the firm helps put into action. The firm supports the long-term success of pension, OPEB, and health and welfare benefit plans. Associates deliver high-quality services that reflect GRS' core values, which include professionalism and ethics in all aspects of business. The firm attracts the best talent in the industry by providing a collaborative work environment that respects the diversity and professional aspirations of our associate.



About Gabriel, Roeder, Smith & Company



OUR MISSION

To be a trusted advisor to the public sector community; to chart a course through the risks and opportunities in retirement plan design, considering the needs of all stakeholders.

OUR VALUES

Professionalism

We exhibit professionalism and ethics in all aspects of our business.

Commitment

We commit to providing the best possible service and advice to our clients.

Education

We engage in life-long learning for ourselves, our clients, and other stakeholders.

Respect

We respect the diversity, talents, and professional aspirations of our associates.



About Gabriel, Roeder, Smith & Company

Our Services

Pension and OPEB Services	
<p>Actuarial Services</p> <ul style="list-style-type: none"> Valuations Audits 	<p>Best Practice Benefit Design</p> <ul style="list-style-type: none"> Defined Benefit DB/DC Hybrid Cash Balance Adjustable Pension Plan Benefit Adequacy Studies Benefit Policy Development
<p>Risk Management</p> <ul style="list-style-type: none"> Funding Policy Experience Studies Asset/Liability Studies 	<p>Client Software</p> <ul style="list-style-type: none"> MagVal™ Suite: Projection Software GRS Advantage™: Client Services Website GRS Foresight™ Exclusion Ratio Calculator 415 Screening Tool
<p>Legislative & Regulatory</p> <ul style="list-style-type: none"> Cost Impact Studies GASB Standards Consulting Research & Surveys 	

Compliance: While GRS does not practice law, our relationship with the Groom Law Group supports GRS consultants' and clients' understanding of compliance issues.

In addition to the above, GRS also provides a wide range of Health and Welfare Consulting Services.



About Gabriel, Roeder, Smith & Company

Quality Control at GRS

GRS serves plans ranging from the smallest – those with 100 or fewer participants to those with 500,000 or more participants. We are very aware that the services we provide directly affect the future financial well-being of large numbers of people, and that inaccurate calculations can directly affect their lives. Consequently, we have an extensive quality control program. We refer to this program as the “Peer Review Process,” but it is actually much more than that.

Under the Peer Review process, at least four team members are involved in the preparation of every actuarial valuation report.

One team member develops the plan costs and another verifies each value. The supervising actuary will review everything as the valuation process continues to ensure that results not only look correct, but look reasonable. The supervising or primary actuary will review all work completed by the other team members as a final check. At this stage our actuarial valuation report is reviewed by another actuary as a final peer review to assure that the main results and underlying causes are accurate and well communicated. We document peer review guidelines for each member of a GRS client team.

These guidelines were developed by our Professionalism Committee and are reviewed and revised as appropriate. GRS uses its Peer Review process on all services that we provide to our clients.

In completing any client assignment, it is the goal of each employee of GRS to produce the highest quality work. This practice has been an integral component of our corporate culture throughout the entire history of GRS.

The following aspects of our Peer Review process attest to the strength of the quality controls we have built for providing actuarial services.

Professionalism Committee

Quality Assurance Procedures at GRS are developed and monitored by a standing Professionalism Committee (the Office of the Chief Actuary serves as an ex-officio member). The GRS Professionalism Committee performs internal audits of the work we do for our clients and monitors compliance with quality forms. The Professionalism Committee reports to the firm’s President. The following paragraphs describe how our quality assurance procedures apply to three specific types of client assignments.



About Gabriel, Roeder, Smith & Company

Actuarial Valuations

Each actuarial valuation for a defined benefit pension plan or a post-retirement health care program is supervised by a qualified consulting actuary, from the beginning of the process until the final product is sent to the client. Actuarial valuations are prepared by an actuarial analyst and are initially checked by a more senior associate.

The two associates work very closely with the consulting actuary to resolve any issues that may arise throughout the process. After completion of the initial checking, the valuation is reviewed by the consulting actuary. The actuary reviews the results for reasonableness. Once the results are finalized and a report is prepared, the report is peer reviewed by another qualified actuary. Each step of the process is documented using the quality forms and the documentation is filed with the work papers.

Special Projects

All other projects other than actuarial valuations also follow our standard quality procedures. Initial calculations are prepared by an analyst, checked by a more senior associate and reviewed and peer reviewed by a qualified actuary. Each step of the process is documented using the quality forms and the documentation is filed with the work papers.

Client Correspondence

Any substantive client correspondence (letters - hard copy or electronic, reports, presentations, etc.) prepared by one of our actuaries or consultants is peer reviewed by another actuary or consultant. Each step of the process is documented using the quality forms and the documentation is filed with a copy of the correspondence.

Internal Audit

Our internal audit process ensures that our associates follow our quality procedures and that the services provided to our clients are continuously improving. Please note this is a procedural audit. Through this process, a group of our actuaries and consultants audits the work performed for our clients. The various clients are selected randomly. A member of the Professionalism Committee begins the audit with conversations with the actuary or consultant and other client team members, and then reviews the work papers, the valuation report and other relevant files to see if quality procedures have been followed and documented. After the Committee member has completed these steps, the findings are discussed with the actuary or consultant responsible for that client. The findings are shared with the other members of the Professionalism Committee at its next quarterly meeting, after which it is forwarded to the President.

External Audit

Our work on behalf of a variety of our clients has also been audited by other actuarial firms and our work has passed their scrutiny. Of course, as serious, committed professionals, we always welcome constructive suggestions of other qualified professionals.



About Gabriel, Roeder, Smith & Company

GRS Supports its Clients and its Consultants

GRS provides support through various GRS actuarial and research resources. These resources help our consultants deliver the highest quality services to our clients.

GRS encourages its consultants to participate in activities that support public sector benefit plans. We believe that our professional development support creates an environment for service excellence, which has resulted in GRS' low employee turnover.

A few examples of this support are provided:

- **GRS' Internal Software and Programming Group** supports our internally written and maintained actuarial software and provides ongoing training for all actuarial employees on its use. Our consultants know that the work they produce uses methods that comply with the latest actuarial standards, methods, assumptions and tables required for public sector work. Many of our competitors do not place emphasis on software and training for public sector plans.
- **GRS' Research Group** provides clients and GRS consultants with in-depth analysis of public sector benefit plan issues covering plan design, Internal Revenue Code, and other legislative and regulatory issues. It also provides information on federal and state legislation, accounting rules, and other regulatory issues on topics of interest to employee benefit plans. GRS communicates the results of its research through: 1) *GRS Insight*, its newsletter on pension and health care related topics; 2) *GRS Perspectives*, our consultant authored articles; and 3) *News Scan*, brief news summaries produced by our Research Manager. Our current publications are available on our website at www.grsconsulting.com. Clients have access to archived publications through GRS Advantage™, our client services website.
- **GRS Client Education Syllabus** and a wealth of additional information is available at <https://www.grsconsulting.com/education-and-training/>.
- Our consultants remain updated on benefit issues using our **internal company portal** that provides them with GRS Research group publications, benefit related publications from external sources and discussion boards for information sharing.



About Gabriel, Roeder, Smith & Company

- **GRS supports consultants' activities as speakers**, committee members, and as authors of articles for industry and public sector associations such as the National Association of Retirement Administrators (NASRA), National Council on Teacher Retirement (NCTR), National Conference of Public Employee Retirement System (NCPERS), International Foundation of Employee Benefit Plans (IFEBP), American Academy of Actuaries (AAA), the Society of Actuaries, the Conference of Consulting Actuaries, and the Government Finance Officers Association (GFOA).
- **Professionalism Committee** - Quality assurance procedures at GRS are developed and monitored by a standing Professionalism Committee consisting of six Senior Consultants. The GRS Professionalism Committee performs internal audits of the work we do for our clients.
- **GRS has an Office of the Chief Actuary (OCA)**. This regional approach allows for national collaboration on actuarial methodologies and public plan funding issues. The OCA monitors adherence to the qualification standards and the code of professional conduct and they provide oversight and interpretations regarding the actuarial standards of practice as they are applied to public plans. The OCA focuses solely on public pension systems. As a result, our clients are further assured of receiving consulting advice that is defensible

Regional Chief Actuaries

- Piotr Krekora, ASA, EA, FCA, MAAA, PhD
- Joseph Newton, FSA, EA, FCA, MAAA
- Francois Pieterse, ASA, FCA, MAAA





MEMORANDUM

TO: Manistee County Board of Commissioners
FROM: *Julie*
Julie Griffis, HR Generalist
DATE: February 17, 2026
RE: Unused Earned Paid Time Off

Employee Name: Candy Dancz
Department: Treasurer
Employee #: 8044
Hourly Rate: \$19.48
Hire Date: December 13, 2002
Resignation Date: December 29, 2025

2025 Unused Paid Time Off: 16.00
2025 Unused Personal Time Hours Payment: \$311.68
Total Amount Due: \$311.68

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, February 17, 2026.

Manistee County Board of Commissioners Chairperson



MMR – MANISTEE CO. CONSTRUCTION PROJECT

Project Charter

Author John Miller
Version 0.1-DRAFT
Date Nov 15, 2025



MMR – Manistee County EMS Station Project

Date: October 2025

Project Manager: John Miller, Mobile Medical Response (MMR)

County Project Lead: Lisa Salaga, Controller, Manistee County

1. Background

Mobile Medical Response (MMR) and Manistee County have identified the need to establish a dedicated EMS station to enhance emergency medical response capabilities within the county. The existing service footprint requires expansion to support improved operational readiness, reduce response times, and accommodate projected population and call-volume growth.

To achieve these objectives, MMR and Manistee County are partnering to construct a new EMS station on county-owned land. The facility will provide a strategically located, modern, and efficient base of operations for MMR's emergency medical services personnel and vehicles.

2. Project Purpose and Objectives

- Maintain and improve response times and overall service reliability for county residents.
- Accommodate projected growth in call volume and service area demands.
- Provide a safe, functional, and professional work environment for MMR personnel.
- Strengthens collaboration between MMR and Manistee County through a transparent, accountable project governance structure.

3. Project Scope

In Scope:

- Site preparation, utilities, and infrastructure development.
- Design of the facility (including vehicle bays, crew areas, administrative space, and storage).
- Construction of a new EMS station on county-owned land in Manistee County.
- Installation of required communications and IT systems to support MMR operations.
- Project governance, communications, and public relations efforts throughout the lifecycle.

Out of Scope:

- Non-MMR-related construction or community facilities.
- Long-term maintenance or operational staffing beyond commissioning.

4. Governance Structure

An agile, governance framework will ensure effective oversight, decision-making, and communication throughout the project.

5. Roles and Responsibilities

Project Manager (John Miller, MMR): Leads overall project execution, schedule, and coordination between parties; ensures compliance with scope, cost, and quality objectives.

County Project Lead (Lisa Salaga, Manistee County): Represents county interests; facilitates coordination across departments; manages land and permitting-related matters.

Joint Project Committee (ProCo): Provides oversight, strategic direction, and final decision-making on major project issues.

Construction Committee (ConCo): Manages design and build activities, contractor coordination, and site progress.

Finance Committee (FinCo): Oversees budgeting, payment approvals, and reporting to MMR leadership.

PR & Communications Committee (CommCo): Ensures proactive stakeholder engagement and manages all project-related messaging.

6. Timeline and Key Milestones

Milestone	Target Date
Project Charter Approval	Nov 2025
Design Finalization and Permitting	January–February 2026
Groundbreaking	May 2026
Substantial Completion	July 2026
Facility Commissioning and Occupancy	August 2026

7. Funding and Resources

The project will be primarily funded by Mobile Medical Response (MMR), with potential contribution from Manistee County. Exploration of any community or government funding assistance will be completed.

Proposed Total Budget: \$750,000 (seven-hundred-fifty thousand dollars).

The Project Finance Committee will manage financial tracking, cost forecasting, and periodic reporting to the Steering Committee.

8. Key Assumptions and Constraints

- The selected county-owned land is properly zoned and suitable for construction.
- Project funding commitments will be in place prior to contract award.
- Permitting and regulatory approvals will proceed without major delay.
- Availability of materials and contractors remains stable within the project timeframe.
- Any significant scope or cost changes will require Steering Committee approval.

9. Risks and Mitigation Strategies

- **Construction delays or cost overruns:** Use competitive bidding; maintain tight schedule controls and contingency funds.

- Permitting or regulatory issues: Early engagement with local authorities; confirm compliance prior to groundbreaking.
- Communication gaps between MMR and Manistee County: Regular cross-committee meetings and defined escalation paths.
- Funding or cost escalation: Maintain clear cost tracking; early identification of variances.

10. Approval and Authorization

By approving this Project Charter, MMR and Manistee County authorize the Project Manager and designated committees to proceed with planning, design, and execution activities as outlined.

11. Communication Plan

Purpose: To ensure clear, consistent, and timely communication between MMR, Manistee County, project committees, contractors, and the public throughout all project phases.

Objectives:

- Maintain transparency and accountability across organizations.
- Ensure timely decision-making through structured communication.
- Keep stakeholders informed of progress, risks, and key milestones.
- Coordinate all public messaging through the PR/Communications Committee.

Reporting Protocols:

- The Project Manager will maintain a consolidated Project Dashboard summarizing schedule, budget, and risk status, updated at minimum monthly.
- Key meeting decision and actions will be documented and shared within five (5) business days.
- Press releases and public statements will be jointly approved by MMR and Manistee County through the PR/Communications Committee.
- Urgent issues or risks will be escalated immediately to the Steering Committee via the Project Manager.



ALL THAT PT OF SW 1/4 OF NE 1/4 LYING S OF US-31 HWY, EXC US-31 HWY R/W, ALSO EXC PT SW 1/4 OF NE 1/4, COM CEN SEC, TH N 241.8 FT, TH N 84 DEG 32 MIN E 468.4 FT, TH S 82 DEG 18 MIN E 403.5 FT, TH N 89 DEG 19 MIN E 448.5 FT TO E 1/8 LN, TH S 262.4 FT TO E-W 1/4 LN, TH N 88 DEG 55 MIN W 1314 FT TO POB, ALSO EXC COM N 1/4 COR, TH S 1473.86 FT TO SERLY R/W US-31, TH S 76 DEG 34 MIN 22 SEC W 34.80 FT ALG R/W TO POB, TH S 16 DEG 26 MIN 50 SEC E 471.82 FT, TH N 87 DEG 23 MIN 1 SEC E 105.95 FT, TH S 446.61 FT, TH S 84 DEG 32 MIN W 201.16 FT, TH S 73 DEG 57 MIN W 127 FT, TH S 88 DEG 48 MIN W 165.80 FT, TH S 75 DEG 52 MIN W 130.60 FT, TH N 84 DEG 35 MIN W 119.50 FT, TH S 79 DEG 52 MIN W 93 FT, TH N 78 DEG 59 MIN 13.55 FT, TH N 11 DEG 23 MIN 54 SEC E 851.52 FT, TH N 35 DEG 4 MIN W 51.38 FT TO SERLY R/W US-31, TH N 76 DEG 34 MIN 22 SEC E 472.69 FT TO POB. SEC 32-T22N R16W. 43-13-A *M/L.

**GROUND LEASE AGREEMENT
BETWEEN
MANISTEE COUNTY AND MOBILE
MEDICAL RESPONSE**

THIS GROUND LEASE is made and entered into this ____ day of _____, 2025, by and between **MANISTEE COUNTY**, a municipal corporation, 415 Third Street, Manistee, MI 49660 ("Landlord"), and **MOBILE MEDICAL RESPONSE (MMR)**, with an address of ("Tenant").

WITNESSETH:

WHEREAS, Landlord is the owner in fee simple of certain real property more particularly described on Exhibit A (the "Property"); and

WHEREAS, Landlord wishes to lease a portion of the Property to Tenant more particularly described on Exhibit B (the "Leased Property"), and Tenant wishes to lease the Leased Property from Landlord; and

WHEREAS, Landlord acknowledges that Tenant presently intends to construct, operate and maintain an emergency medical service ("EMS") Station (the "EMS Station" or "Improvements") on the Leased Property; and

WHEREAS, Landlord desires to lease certain property to Tenant to operate the EMS Station; and

NOW, THEREFORE, in consideration of the mutual promises contained herein, and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, Landlord and Tenant agree as follows:

1. Lease.

A. Landlord hereby leases to Tenant, and Tenant hereby rents from Landlord, the Leased Property which shall be the designated portion known as 1525 E, Parkdale Avenue, Manistee, MI 49660, and legally described on Exhibit B, attached hereto, and, together with a grant of right to utilize all of Landlord's easements and appurtenances in adjoining and adjacent land, highways, roads, streets and lanes, whether public or private, reasonably required for the installation, maintenance, operation and service of sewer, water, gas, power, communication, internet, other utility lines and for driveways and approaches to and from abutting highways, for the use and benefit of the Leased Property, to have and to hold the Leased Property during the Term of this Lease, an extended term, a holdover term or unless and until sooner terminated as expressly provided in this Lease, together with the easements and rights granted to Tenant as described in this Lease.

B. Landlord warrants that it has fee simple title to the Property and Leased Property and that the Leased Property shall be delivered to Tenant free and clear of all claims, obligations, mortgages, assessments, liens and encumbrances of any nature whatsoever.

C. Landlord represents and warrants that it has no actual knowledge of any public or private restrictions, easements or conditions of any kind whatsoever, including, but not limited to, those appearing in the title to the Leased Property or in any plat thereof, nor any ordinances, statutes or regulations, including, but not limited to, set-back, side-yard and buffer restrictions, sign, curb-cut and parking requirements, that would in any manner prevent, limit or restrict the use of the Leased Property by Tenant for the Permitted Uses in the manner herein intended.

D. Landlord also grants to Tenant, appurtenant to the leasehold estate, the easements and rights in the nature of easements required for Tenant's use of the Leased Property, including, but not limited to, perpetual, non-exclusive utility easements, storm water and sewer easements, detention easements, parking easements sufficient for Tenant's intended use of the Leased Property, and ingress/egress easements for vehicular and pedestrian access from and to the Leased Property from dedicated public roads over and across and through adjoining tracts and other necessary tracts.

E. Landlord and Tenant shall execute and record, at Tenant's expense, a recordable Memorandum of Lease.

2. Term.

A. The term of the Lease shall be ninety-nine (99) years from the Commencement Date, subject to termination as otherwise provided in this Lease (the "Term").

B. Tenant shall have the right to renew the initial Term for up to twenty (20) additional rental periods of five (5) years, by providing Landlord with written notice not less than ninety (90) days prior to the expiration of the initial Term. Landlord agrees to accept the rent set forth in this Lease for any extension or for any holdover. Such extended or holdover tenancy, in the absence of mutual written agreement to the contrary, shall be subject to all the terms of this Lease, except as to the Term.

C. Notwithstanding the Term or any other provision of this Lease, Tenant may terminate this Lease for any reason upon one hundred eighty (180) calendar days' written notice to Landlord. In the event of such early termination, the Landlord's sole and exclusive remedy for such early termination shall be either: i.) Tenant's surrender of the Improvements to the Landlord in as-is condition; or ii.) at the request of Landlord, and at Tenant's cost, the demolition and removal of the Improvements from the Leased Property.

3. Surrender.

A. At the expiration of the Term, an extended term, a holdover term or the earlier termination of this Lease, Tenant agrees to surrender and deliver to Landlord the Leased

Property including Improvements as then constituted and in as-is condition, or Landlord may require that Tenant demolish and remove the improvements from the Leased Property.

B. Tenant, at all times during the term of this Lease and prior to surrender, reserves the right but not the responsibility to remove the Improvements from the Leased Property.

C. Tenant shall have the right at any time during the Term, an extended term, a holdover term or the earlier termination of this Lease, to remove all or any furnishings and equipment from the Leased Property provided that such encumbrance shall at all times be subject and subordinate to, and shall not affect or become a lien upon, Landlord's right, title or estate in the land itself or the Leased Property.

D. Tenant shall have the absolute right to pledge, encumber or hypothecate its interest in the Improvements and in this Lease without the consent of Landlord.

E. Tenant shall have the absolute right to assign or subcontract its interest in the Improvements and in this Lease without the consent of Landlord so long as it is for or in furtherance of a Permitted Use. Any other assignment or sublease is not permitted without the prior written consent of the Landlord.

4. Use of the Leased Property.

A. Construction of Improvements. Tenant shall be solely responsible for the costs and have discretionary authority over all design and construction and decisions regarding the Improvements, including, but not limited to, construction schedule, building design, layout, fixtures and selection of contractor(s) or materials related to the construction of the Improvements. Tenant, at its own expense, shall furnish the EMS Station or the Improvements. Tenant will be responsible for obtaining any legally required licenses, permits or approvals required by any federal, state or local authority in connection with its use of the Leased Property. Landlord will reasonably cooperate with Tenant and provide the necessary documents to obtain such licenses, permits and approvals; provided, however, that nothing in this Lease obligates Landlord to act or omit to act when acting in its governmental capacity.

B. Permitted Uses. Tenant shall use and occupy the Leased Property in connection with the provision of public services and staffing assigned at Tenant's discretion. The public services are initially intended to be EMS services and any incidental and related business.

In no case may the Leased Property be utilized by the Tenant for any activity deemed extra hazardous on account of fire. The Leased Property shall not be utilized by the Tenant or successor for residential/boarding or other uses incongruent with the operation

of the county campus (such as group homes, homeless shelters, animal shelters) nor for commercial use without approval of Landlord. Tenant shall not use the Leased Property, or permit the Leased Property to be used, for the doing of any act or thing that constitutes a violation of any law, order, ordinance or regulation of any government authority. Nothing in this Agreement shall be interpreted to require that the Tenant maintain services, provide a level of minimum staffing or establish or maintain any hours of operation for services at the Leased Property. Tenant retains and shall have the sole and exclusive right to manage and operate all of its operations and activities within applicable ordinances as to all matters not specifically and expressly limited by this Lease.

C. Irrespective of any other provisions of this Lease, the obligations of Tenant under this Lease are conditioned upon Tenant's sole satisfaction of the following items: (i) the proper zoning of the Leased Property and issuance of appropriate permits for the construction of the contemplated Improvements and use thereof by Tenant; (ii) the issuance to Tenant of all permits, licenses and approvals by all public authorities which are required in order for Tenant to carry on its business or construct the contemplated Improvements upon the Leased Property; (iii) the soil and subsurface of the Leased Property conforming in their present condition to Tenant's requirements for construction and maintenance of the contemplated Improvements. If Tenant is not satisfied with any of the foregoing, the Lease shall terminate upon written notice to Landlord, and neither Party shall have any further rights, obligations or duties to the other.

D. Exterior Signage. Tenant shall be solely responsible for the costs of the signage. Tenant shall have discretionary authority over all design and placement of such signage. Tenant shall manage design, fabrication and installation of the signage. Landlord, without expense to itself, shall cooperate with Tenant in securing any permit and authority necessary, from time to time, for the erection or installation of said sign.

If a signage is erected, then upon the expiration of this Lease, Tenant shall, at its own expense, remove said sign from the Leased Property, repair any damage to the Leased Property caused thereby, and restore the signage portion of the Leased Property to the same condition, reasonable use and wear thereof and damage by the elements excepted. Tenant shall comply with all applicable laws and regulations with regard to installation and removal.

E. Access. Use or entry to the Improvements is restricted to personnel or invitees of the Tenant. Tenant shall permit authorized representatives of Landlord, with reasonable notice by the Landlord and at reasonable hours when the Improvements are staffed, access to the Leased Property provided that said limited access will not interfere unreasonably with the activities of Tenant or Tenant's employees.

F. Alterations or Replacement of Improvements. Tenant may, from time to time during the Term, an extended term or a holdover term, at its own expense and in its sole discretion, remodel the Improvements, construct additional or replacement Improvements, install trade fixtures and make such structural or nonstructural changes, alterations, additions and improvements on or to the Leased Property which it may deem

necessary or desirable to better adapt, in the sole judgment of the Tenant, the Leased Property for the Permitted Uses, but same shall be done in a good and workmanlike manner and in accordance with all valid municipal and state requirements applicable thereto.

Upon the expiration of the Term, an extended term, a holdover term or the earlier termination of this Lease, Tenant may remove such decorations, changes, alterations, additions, improvements and trade fixtures installed by it on or to the Leased Property if such removal will not do substantial damage to the structural Improvements which may be surrendered to the Landlord. Any decorations, changes, alterations, additions, improvements and trade fixture which are not removed by Tenant upon the expiration of the Term, an extended term, a holdover term or the earlier termination of this Lease will become the sole property of Landlord.

5. Carefree Lease. It is expressly understood and agreed by Tenant that this is a carefree lease and that all costs, expenses, liabilities and obligations arising from, or in connection with, the use and occupancy of the Leased Property during the Term, extended term or a holdover term shall, except as may be expressly otherwise provided herein, be borne by and be the obligation of Tenant.
6. Rent. Commencing on the DATE, and terminating on the DATE, the Lessee shall pay the Lessor annually rental for the demised premises. It is understood and agreed that the above stated annual rental payments are based upon the total rental area of 7000 square feet at the current rate (22.351 cents per square foot). The aforesaid rental rate shall be adjusted to reflect the current uniform rental rate established by the Lessor. Annual rental payments shall be due on or before the 21st day of August each year during the term of this Lease. Annual rental payments shall be payable to Lessor at Lessors address as indicated in this Agreement or at such other address as directed by Lessor to Lessee. During the term of this lease, the rental rate shall be adjusted each five (5) years by the change in the published Consumers Price Index. When each subsequent five (5) year rental rate has been calculated, the annual rental payments shall be adjusted accordingly. However, at no time shall said rental be less than the annual rental paid during the initial year. For purposes of this Lease, the Consumers Price Index means the Index for "All Items" for Urban Wage Earners and Clerical Workers Commodity Group for the Detroit area as determined by the United States Department of Labor Bureau Statistics. Should the United States Government revise its price index, the parties hereto will follow such suggestions as the government may issue for making arithmetical changeover from one index to another. Should the price index be wholly discontinued, then its successor or the most nearly comparable successor index thereto, shall be used. All rental payments required to be made, under the terms of this lease, shall be made to the Manistee County Administration Office, at 415 Third Street, Manistee MI 49660.
7. Interest. Any rent, late fees or other sums payable by Tenant to Landlord under this Lease which are not paid within thirty (30) days after the same are due will bear interest at a per annum rate equal to ten percent (10%) of the amount unpaid. Such interest shall be due and payable as additional rent on or before the next rental payment date and will

accrue from the date that such rent, late charges or other sums are payable under the provisions of this Lease until actually paid by Tenant.

8. Utilities. Tenant shall undertake and be responsible for having all utilities metered and installed in its name relating to the Leased Property and agrees to pay, on or before the date due, all charges for same directly to the respective utility companies.
9. Snow Removal, Lawn Maintenance and Trash Removal. Tenant shall be responsible for trash removal, lawn maintenance, landscaping and snow removal at the Leased Property.
10. Property Taxes. Tenant agrees that any tax, assessment, or charge imposed as a result of Tenant's use, occupancy, or operation of the Premises under **MCL 211.181**, including any interest or penalties, shall be the sole obligation of Tenant. Tenant shall indemnify and hold Landlord harmless from any liability, cost, or expense arising from such taxation.
11. Maintenance of the Leased Property. During the Lease Term, Tenant shall be responsible to keep and maintain the Leased Property in good repair, and Tenant shall not allow, suffer or permit the condition of the Improvements to constitute a nuisance.

Landlord covenants to operate and maintain the parking areas and sidewalks in good repair. The Landlord and Tenant shall share, on a proportionate basis to the number of dedicated parking spaces reserved for use by the Tenant, the costs of resurfacing and repair of the parking area, ingress and egress driveways and sidewalks. The Landlord shall obtain approval of the cost estimate and repairs by the Tenant prior to engaging in such repairs.
12. Insurance.

A. Tenant, at all times during the Term of this Lease from and after the Commencement Date, at its expense, will procure, maintain and keep in force commercial general liability insurance for claims for personal injury, death or property damage, occurring in or about the Leased Property, with limits of not less than \$2,000,000.00 in respect to death or injury of a single person or to any one accident, and not less than \$1,000,000.00 in respect to property damage. The minimum insurance limits in this paragraph shall be adjusted during the term of this Agreement at least in intervals every five (5) years in an amount not less than the cumulative consumer price index increase for the preceding five (5) year period.

B. Tenant, at all times during the Term of this Lease from and after the Commencement Date, at its expense, will procure, maintain and keep in force fire, extended coverage, vandalism and malicious mischief insurance on the Improvements to be constructed or installed on the Leased Property by Tenant and the Tenant's equipment for the full insurable value thereof. In the event of any loss covered by such insurance, the proceeds therefrom shall be payable to Tenant.

C. Certificates for all such insurance will be delivered to Landlord.

D. Tenant may, at its option, provide the insurance required under this Section in a blanket policy or policies of insurance.

13. Destruction of the Improvements or Condemnation.

A. If the Improvements on the Leased Property shall be damaged or destroyed by fire or other casualty, Tenant may, but is not required to, reconstruct the Improvements or make necessary alterations, repairs and/or replacements to such Improvements. If Tenant elects, in its sole judgment, to not reconstruct or make alterations, repairs or replacement, then Tenant may, by written notice to Landlord, cancel this Lease as of the date of such damage, with insurance proceeds being paid to Tenant. However, in such event, it shall be the responsibility of Tenant to, and Tenant shall bear the sole costs of, demolition, dismantling and removal of the Improvements from the Leased Property.

B. If the whole or a portion of the Leased Property shall be appropriated or condemned under power of eminent domain or by any competent authority for any public or quasi-public use or purpose during the Term of this Lease or any renewal or extension hereof, Tenant reserves unto itself the right to prosecute its claim for an award for damages for the termination of this Lease and its loss of its interest under that Lease caused by such appropriation or taking, together with damages based on the value of fixtures and Improvements erected or installed on the Leased Property and other damages Tenant may sustain for removal, relocation and replacement costs and expenses caused by such appropriation or taking. Such claim by Tenant shall not impair any rights of Landlord for such appropriation and taking of, or the injury to, the Landlord's interest in this Lease and/or to Landlord's remainder interest in the Property. In such event, this Lease shall terminate when Tenant can no longer use the Leased Property.

14. Compliance with Law. Tenant hereby covenants to Landlord that it will comply with all laws governing signage, outside storage, land use and other local requirements as well as county, state and federal laws applicable to the use and operation of the Leased Property.

15. Event of Default, Remedy and Right to Cure.

A. Default. The following shall each constitute an "Event of Default":

1. Tenant fails to make any required payment due under this Lease.

2. Tenant or Landlord fails to perform any obligation or condition or to comply with any term or provision of this Lease.

B. Remedy. Upon the occurrence of an Event of Default which continues for a period of thirty (30) days after receiving written notice of the default, if such Event of Default is not cured, then the non-defaulting Party has the right to terminate this Lease.

C. Landlord and Tenant's Right to Cure Default. If Landlord or Tenant shall fail to

comply fully with any of its obligations under this Lease (including, without limitation, its obligations to pay rent, make repairs, maintain various policies of insurance, comply with all laws, ordinances and regulations and pay all bills for utilities), then the other Party shall have the right, at its option, after notice to the other Party, to cure such breach at the other Party's expense.

16. Covenant of Quiet Enjoyment. Landlord covenants that Tenant, upon performing its covenants and agreements herein set forth, shall and may peacefully and quietly have, hold and enjoy said Leased Property during the term of this Lease.

17. Notices. All notices required or permitted under this Lease shall be deemed properly served if mailed to the addresses of the Parties hereto. Unless hereinafter changed by notice in writing, notices shall be sent to:

Landlord:

Manistee County
415 Third Street
Manistee, MI 49660

Tenant:

Mobile Medical Response (MMR)

18. Failure to Require Strict Performance. A Party's failure to ~~require~~ strict performance of any of the provisions of this Lease shall not waive or diminish the Party's right to demand strict compliance therewith or with any other provisions. Waiver of any default shall not waive any other default. Rights under this Lease are cumulative and not alternative.

19. Amendment. This Agreement may be amended only by the mutual consent of the Parties, upon official action of the County Board of Commissioners and the County Board each approving said amendment, and by the execution of said amendment by the Parties to this Agreement or their successors in interest

20. Binding Effect. This Agreement shall inure to the benefit of and shall be binding upon the Parties hereto, their respective heirs, executors, administrators, legal representatives, successors and assigns.

21. No Third-Party Beneficiaries. This Lease is for the sole benefit of the Parties hereto and their respective successors and permitted assigns and nothing herein, express or implied, is intended to or shall confer upon any other person any legal or equitable right, benefit or remedy of any nature whatsoever, under or by reason of this Lease.

22. Successors and Assigns. The provisions of this Lease shall inure to the benefit of and be binding upon Landlord and Tenant and their respective successors, heirs, legal representatives and permitted assigns. Tenant shall not assign this Lease, sublease the Premises, or transfer or encumber this Lease or any interest herein, in whole or in part, without the prior written consent of Landlord, which may be granted or withheld in

Landlord's sole discretion. Any attempted assignment or transfer without such consent shall be void and shall constitute a default under this Lease.

23. Severability. If any clause or provision of this Lease or the application thereof to any person, entity or circumstance is or becomes illegal, invalid or unenforceable because of present or future laws or any rule or regulation of any governmental body or entity now or hereafter effective during its Term, the intention of the Parties hereto is that the remaining parts of this Lease and the application of such clause or provision to persons, entities or circumstances other than those as to which it is held invalid or unenforceable shall not be affected thereby, and each such clause or provision shall be valid and enforceable to the fullest extent permitted by law.
24. Not a Partnership. The provisions of this Lease are not intended to create, nor shall they in any way be interpreted or construed to create a joint venture, partnership or any other similar relationship between the Parties.
25. Governing Law. The laws of the state of Michigan shall govern the interpretation, validity, performance and enforcement of this Lease.
26. Entire Agreement. This Lease constitutes the entire agreement between the Parties and may be modified only by writing signed by both Parties.
27. Construction. Tenant acknowledges that Tenant and Tenant's counsel have closely reviewed this Lease and been afforded the opportunity to obtain the advice of counsel in connection with such review. In light of this, Tenant agrees that the standard rule of construction that ambiguous language be construed against the drafter shall not apply to this Lease.
28. Right of First Refusal. If, at any time during the Term or extended term, Tenant shall receive a bona fide offer from any person, persons, organization or organizations to purchase in whole or in part the Leased Property, the Tenant shall promptly send to Landlord a copy of the proposed contract and notify the Landlord of its intention to accept the offer. Landlord shall have the right within thirty (30) days from receipt of such notice to accept the terms of the contract in writing to purchase the Leased Property for the purchase price and on the terms specified in the contract. If the Landlord shall not so elect within such period, Tenant may then sell the Property to the offeror provided the sale is on the terms and conditions and for the price set forth in the contract sent to Landlord.

IN WITNESS WHEREOF, the Landlord and Tenant have executed and delivered this Lease the day and year first above written.

COUNTY OF MANISTEE

MOBILE MEDICAL RESPONSE

Jeffrey Dontz , Chair
County Board of Commissioners

Dated: _____, 2026

Dated: _____, 2026

Dated: _____, 2025

MANISTEE COUNTY
AMBULANCE SERVICE AGREEMENT

THIS AGREEMENT, made as of this 1st day of March 2026 by and between the COUNTY OF MANISTEE, a Municipal public body corporate, whose address is 415 Third Street, Manistee, Michigan 49660, hereinafter referred to as "COUNTY"; and MOBILE MEDICAL RESPONSE, INC., a not-for-profit Michigan Corporation with its principal place of business at 834 South Washington Avenue, Saginaw, Michigan 48601, hereinafter referred to as "CONTRACTOR."

WITNESSETH:

WHEREAS, the COUNTY is desirous of providing the citizens of Manistee County with ambulance service that shall include advanced mobile emergency care service in keeping with the advancements of pre-hospital medical care; and,

WHEREAS, pursuant to Section 20948 (1) of 1990 PA 179 [MCLA 333.20948(1)], the COUNTY is authorized to enter into a contract providing for ambulance service on a county-wide basis; and,

WHEREAS, CONTRACTOR currently has the capacity of providing high quality ALS and BLS response and transport service; and,

WHEREAS, the COUNTY believes that quality ambulance service can best be provided through the cooperative efforts of the Manistee County Board of Commissioners and CONTRACTOR; and,

NOW, THEREFORE, IT IS HEREBY AGREED as follows:

I
DEFINITIONS

The definitions contained in 1990 PA 179, specifically Sections 20901-20979 [MCLA 333.20901-333.20979], shall be applicable to the same terms used in this contract.

II
SERVICE AREA

- A. **Service Area.** Excluding areas historically served by Manistee City Fire Department, Norman Township Fire Department, and Thompsonville Ambulance, the COUNTY hereby designates CONTRACTOR as the sole provider of ALS, BLS and transport ambulance services for COUNTY subject to and during the term of this Agreement.
- B. **Exclusivity.** The COUNTY agrees that all ambulance calls for emergency and non-emergency service for the COUNTY, including transport services, shall be referred to CONTRACTOR.
- C. **Mutual Aid.** CONTRACTOR shall have and maintain current, reciprocal mutual aid agreements with other ambulance services. Copies of these mutual aid agreements shall be provided to the COUNTY upon request. In the event CONTRACTOR is unable, for any reason, to provide the required ambulance service with its own personnel and equipment within Manistee County, CONTRACTOR shall activate one or more mutual aid agreements to meet the terms and conditions of this Agreement.

III
SERVICE

- A. CONTRACTOR shall provide to the citizens of Manistee County a full range of, high quality ambulance service, including Basic Life Support (BLS) and Advanced Life Support (ALS), and transport services within the limits of Manistee County, when requested by Manistee County Central Dispatch within the County of Manistee, or any citizen making a direct request for such ambulance service within Manistee County.
- B. CONTRACTOR shall, within Manistee County, promptly and competently provide ambulance service in accord with the terms and conditions of this Agreement whenever requested by any of the agencies or persons set forth in Article 3.A above. Further, CONTRACTOR, as the sole and exclusive provider of ALS and BLS services within Manistee County shall, in accord with the provision of this Agreement, promptly and competently, provide mobile emergency care service for all emergency requests, basic and advanced, occurring within Manistee County.
- C. CONTRACTOR agrees to transport patients who have knowingly agreed (when possible) to be transported to the facility of their choice, when appropriate. Patient destinations shall be determined in accordance with the DESTINATION GUIDELINES per the Northwest Regional Medical Control Authority.
- D. CONTRACTOR agrees to provide these services in exchange for CONTRACTOR's reasonable and customary fees charged to the individuals using the service according to CONTRACTOR's normal billing practices, and without any additional payment from the COUNTY.

IV
COMPLIANCE WITH FEDERAL AND STATE LAWS, LOCAL ORDINANCES,
AND RULES AND REGULATIONS

- A. CONTRACTOR shall comply with all applicable laws of the United States of America, State of Michigan, and local ordinances, now or hereafter existing, and with all applicable Federal and State rules and regulations now or hereafter existing relating to any of the services provided pursuant to this contract. CONTRACTOR will be responsible for reporting to the Northwest Regional Medical Control Authority.
- B. CONTRACTOR shall specifically comply with the applicable provisions of 1990 PA 179 [MCLA 333.20901-333.20979], including any future amendments or additions thereto, together with any rules and regulation promulgated thereunder, now or hereafter existing or amended.

V
PERFORMANCE STANDARDS

- A. System Coverage. CONTRACTOR agrees to maintain 24-hour, 7-day per week coverage in Manistee County to provide its citizens with both basic and advanced life support responses in a manner that maintains sustainability while recognizing the need to serve a widely rural and disparate community.

- B. Last Unit. CONTRACTOR's last resource will only be utilized to respond to emergency requests from 911 or transport from the local healthcare facility where delay may threaten life or limb. In the event system coverage is not available due to high call saturation or disaster, CONTRACTOR will work with mutual aid partners to ensure continued access to emergency medical services. CONTRACTOR may bring additional resources within its organization from outside areas to assist with periods of high demand.
- C. Responses. CONTRACTOR agrees to immediately respond to all emergency requests in a timely manner once notified of a need. Response times are reportable to the COUNTY on a quarterly basis.
- D. Reporting. Quarterly, Contractor will report on activities and emergency responses to the Manistee County Board of Commissioners, or its designated standing committee. CONTRACTOR will present an annual report of its previous years' activities and future plans to the Manistee County Board of Commissioners annually. This presentation will be scheduled, preferably in January of each year or as determined by the COUNTY.
- E. Disaster Preparedness. CONTRACTOR shall annually review the EMS Disaster Plan. The same shall be incorporated into the COUNTY's Emergency Operations Plan {"EOP"}. CONTRACTOR shall appoint a representative to work with the COUNTY's Emergency Services Coordinator or his/her designee.
- F. Paramedics. At least one (1) paramedic on each advanced life support unit will be licensed as a Paramedic by the State of Michigan and holding such certifications and approvals as required for practice as a paramedic as determined by the Northwest Regional Medical Control Authority.
- G. EMT. All EMTs will be licensed as an EMT by the State of Michigan, and holding such certifications and approvals as required for practice as an EMT by the Northwest Regional Medical Control Authority.
- H. Recordings and Audits. Telephone and radio communications shall be recorded to allow review for quality assurance. CONTRACTOR shall maintain recordings for a minimum of ninety (90) days.
- I. Quality Assurance System. CONTRACTOR will maintain an in-house quality assurance program, which shall include, at a minimum, regular chart review, to monitor the quality of care provided. Proposed CONTRACTOR changes to the quality assurance program shall be submitted to the Northwest Regional Medical Control Authority for approval prior to its implementation. CONTRACTOR will provide a report on key clinical quality measures to the Manistee County Board of Commissioners on an annual basis. These measures are meant to substantiate the CONTRACTOR's contribution to the improvement of outcomes within the EMS system in Manistee County. Examples of clinical indicators may include:
1. Out-of-Hospital Cardiac Arrest outcomes.
 2. ST-elevation myocardial infarction measurements (12-lead application times,

aspirin administration, and pre-arrival notification time). When hospital data is available, time to reperfusion.

3. Scene time in the setting of major traumatic injuries.
4. Stroke care measurements (scene time, stroke scale, blood glucose).

- J. Driving Program. CONTRACTOR will provide a Michigan State Approved EMS driving program for all personnel engaged in the operation of emergency vehicles.
- K. Accreditation. CONTRACTOR agrees to maintain accreditation through Commission for the Accreditation of Ambulance Services (CAAS) to ensure the highest standards of excellence.

VI INSURANCE

CONTRACTOR shall secure and maintain the following described insurance during the term of this Agreement and shall not commence work under this Agreement until it has obtained said insurance and has submitted proof of said insurance to the Manistee County Board of Commissioners or its designee:

- A. Comprehensive General and Automobile Liability insurance to cover the claims for bodily injury and property damage with a minimum of \$1,000,000 per occurrence and general aggregate of not less than \$2,000,000.
- B. Workers Compensation Coverage including employer's liability, with limits consistent with the statutes of the State of Michigan.
- C. Professional Liability to cover errors and omissions of all professional staff and operations with a minimum of \$1,000,000 per occurrence and general aggregate of not less than \$1,000,000.
- D. In addition, the insurance lines in subparagraphs 1 and 3, above, shall be supported by a \$10,000,000 occurrence and \$10,000,000 aggregate umbrella policy.

VII LEGAL STATUS

CONTRACTOR warrants that it is a non-profit corporation, duly organized and existing under the laws of the State of Michigan and is presently and will continue to be during the term of this contract in good standing.

VIII INDEPENDENT CONTRACTOR

It is expressly understood and agreed that CONTRACTOR is an independent contractor. The employees, servants, and agents of CONTRACTOR shall in no way be deemed to be and shall not hold themselves out as the employees, servants, or agents of the COUNTY. CONTRACTOR employees, servants, and agents shall not be entitled to any fringe benefits of COUNTY, such as, but not limited to, health and accident insurance, life insurance, paid vacation leave, or paid sick leave. CONTRACTOR shall be responsible for the withholding and payment of all applicable taxes,

including, but not limited to, income and Social Security taxes to the proper Federal, State, and local governments.

IX
ASSIGNMENT OF CONTRACT

CONTRACTOR may not assign or transfer this contract or any part thereof without the prior written consent of the COUNTY.

X
SEVERABILITY

If any section, subsection, sentence, word, or phrase of this contract is held invalid or unconstitutional for any reason by any court of competent jurisdiction, such portion shall be deemed a separate, distinct, and independent provision and shall not affect the validity of the remaining portions thereof.

XI
WAIVER

No failure or delay on the part of the COUNTY in exercising any right, power, or privilege hereunder shall operate as a waiver thereof, nor shall a single or partial exercise of any right, power, or privilege preclude any other or further exercise of any other right, power or privilege.

XII
MODIFICATIONS, AMENDMENTS, OR WAIVERS OF PROVISIONS OF THE AGREEMENT

All modifications, amendments, or waivers of any provision of this Agreement may be made only by the written mutual consent of the parties hereto.

XIII
DISREGARDING TITLES

The titles of the sections set forth in this Agreement are inserted for the convenience of reference only and shall be disregarded when construing or interpreting any of the provisions of this Agreement.

XIV
NON-BENEFICIARY CONTRACT

This Agreement is not intended to be a third-party beneficiary contract and confers no rights on anyone other than the parties hereto.

XV
COMPLETENESS OF THE AGREEMENT

This Agreement, and any additional or supplementary documents incorporated herein by specific reference, contains all the terms and conditions agreed upon by the parties hereto, and no other agreements, oral or otherwise, regarding the subject matter of this Agreement or any part thereof shall have any validity or bind any of the parties hereto.

XVI

DURATION AND TERMINATION

- A. CONTRACTOR shall commence performance of the services and obligations required of it hereunder on the 1st day of March 2026. If neither party gives notice or termination as provided herein, and if CONTRACTOR is not in default, then this Agreement shall renew annually.

- B. If CONTRACTOR fails to fulfill in a timely and proper manner its obligations under this Agreement, or shall violate any of the covenants, agreements, and stipulations herein, the COUNTY shall give CONTRACTOR written notice of such breach, and in the event that CONTRACTOR has not remedied such breach within sixty (60) days, the COUNTY, within its sole discretion, shall have the right to terminate this Agreement. Such termination shall take immediate effect upon receipt of written notice by CONTRACTOR. In the event of such termination, the COUNTY reserves the right to seek any remedies available at law and/or in equity. If COUNTY fails to fulfill in a timely and proper manner its obligations under this Agreement or shall violate any of the covenants, agreements, and stipulations herein, the CONTRACTOR shall give COUNTY written notice of such breach, and in the event that COUNTY has not remedied such breach within sixty (60) days, the CONTRACTOR, within its sole discretion, shall have the right to terminate this Agreement. Such termination shall take immediate effect upon receipt of written notice by the COUNTY. In the event of such termination, the CONTRACTOR reserves the right to seek any remedies available to law and/or in equity.

- C. The COUNTY or CONTRACTOR may terminate this Agreement without cause if it is their decision that termination is in its best interests. The terminating party will give no less than one hundred eighty (180) days' written notice to the other party.

XVII

INDEMNIFICATION AND HOLD HARMLESS

CONTRACTOR shall defend, indemnify, and hold harmless the COUNTY, its elected and appointed officials, officers, employees, agents, and volunteers from and against any and all third-party claims, suits, actions, judgments, losses, damages, liabilities, costs, and expenses (including reasonable attorney's fee) to the extent arising out of Contractor's negligent performance of its obligations under this Agreement. This includes, but is not limited to, liability for bodily injury, sickness, disease, death, or damage to tangible property to the extent arising out of the negligent performance of 911 services, or any negligent act or omission by the CONTRACTOR or its employees.

This obligation to indemnify shall apply to the extent the negligence is attributable to the CONTRACTOR or those directly or indirectly employed by them. However, the CONTRACTOR shall not be required to indemnify the COUNTY for claims to the extent caused by the negligence or willful misconduct of the COUNTY.

The COUNTY shall provide the CONTRACTOR with prompt written notice, not to exceed five (5) days, of any claim, suit, or action brought against the COUNTY indemnitees that may be subject to indemnification under this Agreement.

The CONTRACTOR shall have the primary right to select counsel and control the defense,

negotiations, and settlement of any indemnified claim. The CONTRACTOR shall not, however, enter into any settlement that imposes financial liability or an admission of fault upon the COUNTY without the prior written consent, which shall not be unreasonably withheld, conditioned or delayed.

The CONTRACTOR and COUNTY agree to cooperate fully in the defense of any claim. The COUNTY shall provide the CONTRACTOR with all relevant information, records, and access to personnel necessary for the defense.

CONTRACTOR agrees that all indemnification, hold harmless, and duty to defend agreements provided herein shall survive the termination of this Agreement.

Notwithstanding anything to the contrary herein, CONTRACTOR's aggregate liability under this Agreement shall not exceed the total fees paid to CONTRACTOR under this Agreement during the twelve (12) months preceding the claim. Neither party shall be liable for special, indirect, consequential, punitive, or exemplary damages in connection with this Agreement.

**XVIII
CERTIFICATION**

The persons signing on behalf of CONTRACTOR certify by said signatures that they are duly authorized to sign this Agreement on behalf of CONTRACTOR and that this Agreement has been authorized by CONTRACTOR.

IN WITNESS WHEREOF, the parties hereto have fully executed this Agreement on the day and year above written.

IN THE PRESENCE OF:

Commissioners

COUNTY OF MANISTEE:

By: _____
Chairperson, Board of

Dated: _____

MOBILE MEDICAL RESPONSE, INC:

By: _____
Laurie Thiel, CEO

Dated: _____

APPROVED AS TO SUBSTANCE:
CONTROLLER/CAO

By: _____

APPROVED TO AS LEGAL FORM:
GILBERT & SMITH, P.C.

By: _____