PUBLIC HEARING DOCUMENTATION

Memo

TO: Chelsea Rheault, Administrator & Tom Tikkanen, Chairman
FROM: Jeff Ratcliffe, Houghton County Revolving Loan Fund (HCRLF) Manager
RE: Public Hearing for the Closeout of Red Hen Foods & Goods HCRLF Loan
DATE: September 15, 2026

The purpose of this public hearing is to take public comment related to the closeout of the Community Development Block Grant (CDBG) capitalized Houghton County Revolving Loan Fund loan to Red Hen Foods & Goods. This hearing is a required final step in the use of the CDBG funds.

The closeout process allows us to complete all loan specific reporting for this loan. We will still provide the MEDC with overall loan portfolio reporting.

The original loan made in September of 2024 was for $25,000 at 7% interest amortized over 10 years with monthly payments of $290.27. The current balance as of September is $21,840.75. The loan is still being paid and all payments have and continued to be current. The business created 1 FTE job as agreed. The Michigan Economic Development Corporation staff have determined that the loan can be closed out for the purposes of compliance reporting on the loan other than as noted above.

NOTICE OF PUBLIC HEARING

Houghton County announces that a public hearing will be held on Tuesday, September 15, 2026 at 6:00 p.m., or as soon thereafter as possible, in the Circuit Court Courtroom, located on the third floor of the Houghton County Courthouse at 401 E. Houghton Avenue, Hoguhton, Michigan. The purpose of the Public Hearing is to receive public comment on the completed Red Hen Foods & Goods loan project. This Public Hearing is being held as part of the closeout of a Community Development Block Grant funded revolving loan fund project undertaken by the County.

Jennifer Kelly
County Clerk
906-482-1150

MEMORANDUM

To: Houghton County Board of Commissioners
From: Chelsea Rheault, County Administrator
Date: September 15, 2026
Re: Fiscal Year 2026–2027 Proposed Budget and Appropriations Resolution

Included in the agenda packet for the Board's consideration is the proposed Houghton County Fiscal Year 2026–2027 Budget, along with the accompanying General Appropriations Resolution for the fiscal year beginning October 1, 2026 and ending September 30, 2027.

The Board is being asked to review the proposed budget and consider adoption of the accompanying resolution, which establishes the County's appropriations and authorizes expenditures in accordance with the approved budget for Fiscal Year 2026–2027.

Interim Finance Manager Laura Zerbst will be available at the meeting to present the proposed budget, provide any additional financial information, and answer questions from the Board regarding individual funds, departments, revenues, expenditures, or other components of the proposed budget.

Recommended Action: Review the proposed Fiscal Year 2026–2027 Budget and consider adoption of the accompanying General Appropriations Resolution.

GL NUMBER	DESCRIPTION	2026-27 RECOMMENDED BUDGET
ESTIMATED REVENUES		
Dept 000		
101-000-403.000	CO GENERAL CURRENT LEVY	7,557,927
101-000-424.000	CFR	31,000
101-000-429.000	SWAMP TAX	180,000
101-000-432.000	PAYMENT IN LIEU OF TAXES	400,000
101-000-439.001	RECREATIONAL MARIJUANA REVENUE	320,000
101-000-439.002	MEDICAL MARIJUANA REVENUE	100
101-000-478.000	DOG LICENSES	500
101-000-481.000	SOIL EROSION PERMITS	25,000
101-000-506.000	EMERGENCY MANAGEMENT	25,000
101-000-540.000	JUDGES STANDARDIZATION	108,823
101-000-541.000	PROBATE JUDGE'S SALARY	180,000
101-000-542.000	CS FOC- MEDICAID MED SUPPORT	50,000
101-000-542.001	CS FOC-CRP INCENTIVE (FEDERAL)	28,000
101-000-543.000	SECONDARY ROADS PROGRAM	80,000
101-000-544.000	MARINE SAFETY PROGRAM	16,000
101-000-545.000	STATE AID-CASEFLOW ASSISTANCE	10,920
101-000-546.000	SNOWMOBILE SAFETY PROGRAM	16,000
101-000-547.000	ORV GRANT PROGRAM	18,000
101-000-552.000	STONE GARDEN PROGRAM	250,000
101-000-553.000	SH DEPUTY TRAINING STATE SOURCE	20,000
101-000-557.000	DEA TFO/SAFE TRAILS OT REIMBURSEM	10,000
101-000-570.000	FOC COOP REIMB. FEDERAL	285,000
101-000-570.002	FOC-ACCESS/VIST.GRANT CSGAV98-310	700
101-000-570.003	FOC- STATE GF/GP BDGT	21,780
101-000-571.000	PROS.ATTY CRP-CSPA-98-31002	142,754
101-000-571.002	PROS.ATTY- LEGAL REP FOSTER CARE	7,500
101-000-573.000	LOCAL COMMUNITY STABILIZATION SHA	30,000
101-000-574.000	STATE REVENUE SHARING	803,000
101-000-575.000	REMONUMENTATION PROGRAM	650,000
101-000-578.000	TOWNSHIP LIQUOR FEES	4,000
101-000-580.000	VICTIM'S RIGHTS REIMBURSEMENT	22,081
101-000-581.000	STATE LIQUOR TAX-CONVENT FACILITY	150,000
101-000-585.000	COURT EQUITY REIMBURSEMENT	85,000
101-000-587.000	STATE JUROR REIMBURSEMENTS	2,277
101-000-588.000	EARLY VOTING	70,000
101-000-602.000	CIRCUIT COURT COSTS	11,200
101-000-603.000	DISTRICT COURT COSTS	90,000
101-000-603.003	DISTRICT COURT COSS - STATUTE	100,000
101-000-604.000	DISTRICT COURT SUPERVISION	5,000
101-000-605.000	DISTRICT COURT OVERSIGHT FEES	60,000
101-000-607.000	D.COURT SERV.-DRUG&ALCOHOL	15,000
101-000-608.000	CIRCUIT COURT SERVICES	30,000
101-000-609.000	FRIEND OF COURT SERVICES	75,000
101-000-610.000	PROBATE COURT SERVICES	20,000
101-000-611.000	TREASURER SERVICES	10,000
101-000-611.001	BOUNCED CHECK FEES	50
101-000-612.000	CLERK SERVICES	50,000
101-000-613.000	REGISTER OF DEEDS SERVICES	225,000
101-000-614.000	REAL ESTATE TRANSFER TAX	150,000
101-000-615.001	DRIVERS LICENSE PROSECUTING ATTOR	1,000
101-000-616.000	COURT CIVIL FEES	140,000
101-000-617.000	SHERIFF SERVICES	50,000
101-000-617.001	TRANSPORT SERVICES	50,000
101-000-617.003	SRO SERVICES	150,000
101-000-619.000	CO. SHARE REMONUMENTATION FEES	5,000
101-000-620.000	ATTORNEY FEES	1,000
101-000-620.002	ATTORNEY FEES-CIRCUIT COURT	100
101-000-626.000	CC PROBATION ENHANCEMENT FEE	100
101-000-627.000	TAX DEPARTMENT SERVICES	53,000
101-000-629.000	PRISONER BOARD	110,000
101-000-629.001	PRISONER BOARD-TRIBAL HOUSING	25,000
101-000-630.000	CIRCUIT/DISTRICT REIMBURSEMENT	140,000
101-000-631.000	FAIR BOARD REIMB	50,000
101-000-632.000	OEM REIMB.-KEWEENAW CO.	3,500
101-000-655.000	FINES AND FORFEITS	1,000
101-000-656.000	ORDINANCE FINES AND COSTS	12,500
101-000-657.000	BOND FORFEITURE	5,000
101-000-664.000	INTEREST EARNED	250,000
101-000-668.002	RENTALS-911 BUILDING	2,550
101-000-677.000	REIMBURSEMENTS	20,000
101-000-681.000	LAB FEES - COUNTY	3,000
101-000-683.000	INSURANCE RECOVERIES	10,000
101-000-685.000	LAB FEES-PROS. ATTY	200
101-000-687.000	REFUNDS	15,000
101-000-687.001	REFUNDS-ELECTIONS	70,000
101-000-690.000	OTHER REVENUE	1,000

GL NUMBER	DESCRIPTION	2026-27 RECOMMENDED BUDGET
ESTIMATED REVENUES		
Dept 000		
101-000-699.004	TRANSFER IN-DEL.TAX FUND	250,000
101-000-699.007	TRANSFER IN-MARRIAGE COUNCELIN	2,000
Totals for dept 000 -		13,863,562
TOTAL ESTIMATED REVENUES		13,863,562

GL NUMBER	DESCRIPTION	2026-27 RECOMMENDED BUDGET
APPROPRIATIONS		
Dept 101 - BOARD OF COMMISSIONERS		
101-101-701.000	SALARIES AND WAGES	26,000
101-101-710.000	PER DIEMS	26,000
101-101-727.000	OFFICE SUPPLIES	2,000
101-101-730.000	OTHER OPERATING SUPPLIES	10,000
101-101-808.000	TRAVEL	12,000
101-101-810.000	PRINTING AND PUBLISHING	2,500
101-101-813.000	EMPLOYEE TRAINING/CONVENTION	3,000
101-101-816.000	AUDIT COSTS	75,000
101-101-817.000	CIVIL COUNCIL	15,000
Totals for dept 101 - BOARD OF COMMISSIONERS		171,500
Dept 103 - COMPUTING		
101-103-727.000	OFFICE SUPPLIES	1,000
101-103-730.000	OTHER OPERATING SUPPLIES	50,000
101-103-801.000	PROFESSIONAL AND CONTRACTUAL	350,000
101-103-807.000	TELEPHONE	1,300
101-103-815.020	HARDWARE	75,000
Totals for dept 103 - COMPUTING		477,300
Dept 131 - CIRCUIT COURT		
101-131-701.000	SALARIES AND WAGES	180,000
101-131-727.000	OFFICE SUPPLIES	5,200
101-131-801.000	PROFESSIONAL AND CONTRACTUAL	20,000
101-131-802.000	DUES & FEES	750
101-131-803.000	JURY FEES	7,500
101-131-804.000	ATTORNEY / LEGAL FEES	900
101-131-807.000	TELEPHONE	950
101-131-808.000	TRAVEL	3,500
101-131-813.000	EMPLOYEE TRAINING/CONVENTION	3,000
101-131-815.000	OTHER SERVICES AND CHARGES	6,300
Totals for dept 131 - CIRCUIT COURT		228,100
Dept 136 - DISTRICT COURT		
101-136-701.000	SALARIES AND WAGES	560,000
101-136-701.010	ON CALL PAYOUT	15,600
101-136-727.000	OFFICE SUPPLIES	11,600
101-136-735.000	COMPUTER SUPPLIES	4,000
101-136-801.000	PROFESSIONAL AND CONTRACTUAL	1,000
101-136-802.000	WITNESS FEES	250
101-136-802.001	CERTIFICATION RENEWALS	7,700
101-136-803.000	JURY FEES	11,000
101-136-807.000	TELEPHONE	3,200
101-136-808.000	TRAVEL	500
101-136-811.000	REPAIRS AND MAINTENANCE	500
101-136-813.000	EMPLOYEE TRAINING/CONVENTION	10,100
Totals for dept 136 - DISTRICT COURT		625,450
Dept 141 - FRIEND OF COURT		
101-141-701.000	SALARIES AND WAGES	366,000
101-141-727.000	OFFICE SUPPLIES	4,500
101-141-801.000	PROFESSIONAL AND CONTRACTUAL	22,000
101-141-807.000	TELEPHONE	500
101-141-808.000	TRAVEL	2,500
101-141-810.000	PRINTING AND PUBLISHING	500
101-141-813.000	EMPLOYEE TRAINING/CONVENTION	7,000
101-141-815.027	FOC HOSPITALIZATION CHARGES	55,000
101-141-998.000	NSF CHECKS/MISS DIRECTED CHECKS	750
Totals for dept 141 - FRIEND OF COURT		458,750
Dept 148 - PROBATE COURT		
101-148-701.000	SALARIES AND WAGES	500,000
101-148-727.000	OFFICE SUPPLIES	9,000
101-148-801.000	PROFESSIONAL AND CONTRACTUAL	19,000
101-148-803.000	JURY FEES	2,000
101-148-804.000	ATTORNEY / LEGAL FEES	100,000
101-148-807.000	TELEPHONE	1,800
101-148-808.000	TRAVEL	3,000
101-148-810.000	PRINTING AND PUBLISHING	5,000
101-148-813.000	EMPLOYEE TRAINING/CONVENTION	8,000
Totals for dept 148 - PROBATE COURT		647,800
Dept 191 - ELECTIONS		
101-191-701.000	SALARIES AND WAGES CANVASSING	2,400
101-191-727.000	OFFICE SUPPLIES	1,000
101-191-727.002	COMPUTER SOFTWARE	3,500
101-191-801.000	PROFESSIONAL AND CONTRACTUAL	3,000

GL NUMBER	DESCRIPTION	2026-27 RECOMMENDED BUDGET
APPROPRIATIONS		
Dept 191 - ELECTIONS		
101-191-808.000	TRAVEL	500
101-191-810.000	PRINTING AND PUBLISHING	45,000
101-191-813.000	EMPLOYEE TRAINING/CONVENTION	1,000
Totals for dept 191 - ELECTIONS		56,400
Dept 213 - MISC. & CONTINGENCY		
101-213-801.000	LEGAL FEES	50,000
101-213-815.000	PROPERTY EXPENSES	250,000
101-213-956.007	CONTINGENCY ACCOUNT	200,000
Totals for dept 213 - MISC. & CONTINGENCY		500,000
Dept 215 - CLERK		
101-215-701.000	SALARIES AND WAGES	240,000
101-215-727.000	OFFICE SUPPLIES	6,250
101-215-727.002	COMPUTER SOFTWARE	9,000
101-215-801.000	PROFESSIONAL AND CONTRACTUAL	5,000
101-215-802.000	DUES & FEES	700
101-215-807.000	TELEPHONE	700
101-215-808.000	TRAVEL	1,500
101-215-813.000	EMPLOYEE TRAINING/CONVENTION	2,000
Totals for dept 215 - CLERK		265,150
Dept 223 - ADMINISTRATION		
101-223-701.000	SALARIES AND WAGES	310,000
101-223-727.000	OFFICE SUPPLIES	6,000
101-223-801.000	PROFESSIONAL AND CONTRACTUAL	20,000
101-223-802.000	DUES & FEES	1,200
101-223-807.000	TELEPHONE	2,500
101-223-808.000	TRAVEL	7,000
101-223-810.000	PRINTING AND PUBLISHING	500
101-223-813.000	EMPLOYEE TRAINING/CONVENTION	3,000
101-223-815.000	OTHER SERVICES AND CHARGES	6,000
101-223-815.007	FUNDRAISING EXPENSES	2,000
101-223-815.008	STEWARDSHIP -COUNTY BUSINESS	500
Totals for dept 223 - ADMINISTRATION		358,700
Dept 225 - EQUALIZATION		
101-225-701.000	SALARIES AND WAGES	208,500
101-225-727.000	OFFICE SUPPLIES	1,750
101-225-728.000	GAS & OIL	250
101-225-735.000	COMPUTER SUPPLIES	2,000
101-225-802.000	DUES & FEES	1,250
101-225-806.000	CONTRACT SERVICES	31,873
101-225-807.000	TELEPHONE	225
101-225-808.000	TRAVEL	600
101-225-809.000	ESRI / GIS WEBSITE HOSTING	3,750
101-225-810.000	PRINTING AND PUBLISHING	5,750
101-225-810.001	REAL PROP STATEMENT MAILINGS	1,375
101-225-811.000	REPAIRS AND MAINTENANCE	500
101-225-813.000	EMPLOYEE TRAINING/CONVENTION	4,000
101-225-814.000	LAREDO SERVICE	300
101-225-815.000	OTHER SERVICES AND CHARGES	500
Totals for dept 225 - EQUALIZATION		262,623
Dept 229 - PROSECUTING ATTORNEY		
101-229-701.000	SALARIES AND WAGES	497,800
101-229-701.012	CONTRACTUAL SERVICES	10,000
101-229-727.000	OFFICE SUPPLIES	10,000
101-229-802.000	DUES & FEES	25,000
101-229-807.000	TELEPHONE	1,500
101-229-813.000	EMPLOYEE TRAINING/CONVENTION	10,000
101-229-815.021	INVESTIGATIVE FEES	20,000
Totals for dept 229 - PROSECUTING ATTORNEY		574,300
Dept 236 - REGISTER OF DEEDS		
101-236-701.000	SALARIES AND WAGES	165,000
101-236-727.000	OFFICE SUPPLIES	1,000
101-236-801.000	PROFESSIONAL AND CONTRACTUAL	29,200
101-236-802.001	DUES/FEES	800
101-236-807.000	TELEPHONE	250
101-236-813.000	EMPLOYEE TRAINING/CONVENTION	1,000
Totals for dept 236 - REGISTER OF DEEDS		197,250
Dept 245 - REMONUMENTATION		
101-245-801.000	PROFESSIONAL AND CONTRACTUAL	80,000
Totals for dept 245 - REMONUMENTATION		80,000

GL NUMBER	DESCRIPTION	2026-27 RECOMMENDED BUDGET
APPROPRIATIONS		
Dept 253 - TREASURER		
101-253-701.000	SALARIES AND WAGES	249,000
101-253-727.000	OFFICE SUPPLIES	6,500
101-253-802.000	DUES & FEES	600
101-253-807.000	TELEPHONE	375
101-253-808.000	TRAVEL	1,250
101-253-811.000	REPAIRS AND MAINTENANCE	2,000
101-253-813.000	EMPLOYEE TRAINING/CONVENTION	1,350
101-253-815.000	OTHER SERVICES AND CHARGES	3,000
Totals for dept 253 - TREASURER		264,075
Dept 257 - COOPERATIVE EXTENSION		
101-257-801.000	PROFESSIONAL AND CONTRACTUAL	50,275
Totals for dept 257 - COOPERATIVE EXTENSION		50,275
Dept 265 - COURTHOUSE AND GROUNDS		
101-265-701.000	SALARIES AND WAGES	125,000
101-265-727.000	OFFICE SUPPLIES	500
101-265-728.000	GAS & OIL	3,500
101-265-730.001	VENDING SUPPLIES	700
101-265-730.002	VENDING EQUIPMENT	3,500
101-265-806.000	SERVICE CONTRACTS	6,000
101-265-807.001	CELL PHONE STIPEND	720
101-265-811.000	REPAIRS AND MAINTENANCE	150,000
101-265-811.001	VENDING R&M	500
101-265-811.004	TOOLS	1,500
101-265-812.000	UTILITIES	30,000
101-265-815.000	SERVICES & CHARGES	10,000
101-265-815.001	EMPLOYEE EVENTS	100
101-265-816.001	JANITORIAL SUPPLIES	7,000
101-265-819.000	SNOW REMOVAL	25,000
101-265-820.000	CERTIFICATIONS	1,500
101-265-934.001	2018 CHEVY EQUINOX	1,500
101-265-934.002	2019 CHEVY SILVERADO BLACK	1,000
101-265-934.003	2026 SILVER CHEVY EQUINOX	1,000
101-265-934.004	2019 CHEV SILV BLUE	1,000
101-265-934.005	2024 CHEVY SILVERADO GRAY	1,000
Totals for dept 265 - COURTHOUSE AND GROUNDS		371,020
Dept 269 - HOCO FAIR		
101-269-701.000	SALARIES AND WAGES	40,000
101-269-815.000	OPERATING EXPENSES	15,000
Totals for dept 269 - HOCO FAIR		55,000
Dept 275 - DRAIN COMMISSIONER		
101-275-701.000	SALARIES AND WAGES	45,000
101-275-727.000	OFFICE SUPPLIES	400
101-275-801.000	PROFESSIONAL AND CONTRACTUAL	5,000
101-275-807.000	TELEPHONE	300
101-275-808.000	TRAVEL	3,500
101-275-811.000	REPAIRS AND MAINTENANCE	1,000
Totals for dept 275 - DRAIN COMMISSIONER		55,200
Dept 295 - MAILING		
101-295-727.000	OFFICE SUPPLIES	42,500
101-295-811.000	REPAIRS AND MAINTENANCE	1,000
101-295-814.000	RENT	4,000
Totals for dept 295 - MAILING		47,500
Dept 301 - SHERIFF		
101-301-701.000	SALARIES AND WAGES	1,650,000
101-301-727.000	OFFICE SUPPLIES	2,500
101-301-728.000	GAS & FLUIDS	50,000
101-301-730.000	OPERATING EXPENSES	15,000
101-301-730.001	SOLID CIRCLE MAINTENANCE	14,000
101-301-746.000	UNIFORM FEES & ALLOWANCES	15,000
101-301-807.000	TELEPHONE	8,000
101-301-809.000	TRANS. PATIENTS/PRISONERS/ INVEST	5,500
101-301-811.000	REPAIRS AND MAINTENANCE	32,000
101-301-813.000	EMPLOYEE TRAINING/CONVENTION	15,000
101-301-815.000	EQUIPMENT	22,000
101-301-815.001	TASERS	7,188
101-301-815.002	SRO	150,000
101-301-815.005	COPY MACHINE	4,877
101-301-815.006	PISTOLS	15,000
101-301-815.007	UPSET PURCHASES	8,000
101-301-815.008	POLICY UPDATE COSTS	34,716

GL NUMBER	DESCRIPTION	2026-27 RECOMMENDED BUDGET
APPROPRIATIONS		
Dept 301 - SHERIFF		
101-301-815.013	BODY CAMERAS/IN CAR EQUIPMENT	10,000
101-301-815.022	PATROL CARS	168,000
101-301-815.023	SERVICE FEES	8,000
101-301-816.000	HOCO FAIR STORAGE FEES	600
101-301-817.000	HOCO MARINA PATROL BOAT SLIP #17	1,300
101-301-818.000	EQUIPMENT REMOVAL	2,400
Totals for dept 301 - SHERIFF		2,239,081
Dept 331 - MARINE SAFETY		
101-331-701.000	SALARIES AND WAGES	15,500
101-331-728.000	GAS & FLUIDS	3,000
Totals for dept 331 - MARINE SAFETY		18,500
Dept 332 - SNOWMOBILE SAFETY		
101-332-701.000	SALARIES AND WAGES	15,000
Totals for dept 332 - SNOWMOBILE SAFETY		15,000
Dept 333 - SECONDARY ROADS		
101-333-701.000	SALARIES AND WAGES	150,000
101-333-715.000	SOCIAL SECURITY MEDICARE	7,500
101-333-716.000	HOSPITALIZATION	40,000
101-333-717.000	LIFE INSURANCE	200
101-333-718.000	RETIREMENT	10,000
101-333-719.000	WORKER'S COMPENSATION	1,750
101-333-728.000	GAS & FLUIDS	20,000
Totals for dept 333 - SECONDARY ROADS		229,450
Dept 334 - ORV GRANT		
101-334-701.000	SALARIES AND WAGES	20,000
Totals for dept 334 - ORV GRANT		20,000
Dept 351 - JAIL		
101-351-701.000	SALARIES AND WAGES	900,000
101-351-701.002	SALARIES JAIL PT 3-11	45,000
101-351-728.000	GAS & FLUIDS	2,200
101-351-730.000	OPERATING SUPPLIES	10,000
101-351-730.001	SOLID CIRCLE MAINTENANCE	14,000
101-351-746.000	UNIFORM FEES & ALLOWANCES	15,000
101-351-805.000	PRISONER BOARD	110,000
101-351-806.000	SERVICE CONTRACTS	104,000
101-351-807.000	TELEPHONE	2,000
101-351-811.000	REPAIRS AND MAINTENANCE	35,000
101-351-812.000	UTILITIES	55,000
101-351-815.000	SERVICES AND CHARGES	90,000
101-351-816.000	AIS FINGER PRINT FEES	10,000
101-351-817.000	SEX OFFENDER REGISTRATION FEE	600
Totals for dept 351 - JAIL		1,392,800
Dept 375 - MINE INSPECTOR		
101-375-701.000	SALARIES AND WAGES	10,000
Totals for dept 375 - MINE INSPECTOR		10,000
Dept 426 - EMERGENCY MEASURES		
101-426-701.000	SALARIES AND WAGES	96,000
101-426-727.000	OFFICE SUPPLIES	2,000
101-426-735.000	COMPUTER SUPPLIES	500
101-426-807.000	TELEPHONE	1,100
101-426-808.000	TRAVEL	3,500
101-426-811.000	REPAIRS AND MAINTENANCE	500
101-426-815.016	ACTIVE SHOOTER	500
101-426-815.017	HAZARD MITIGATION	5,000
101-426-816.000	CERT / PUBLIC INFO WEBSITE	800
Totals for dept 426 - EMERGENCY MEASURES		109,900
Dept 648 - MEDICAL EXAMINERS		
101-648-701.000	SALARIES AND WAGES	40,000
101-648-701.001	ADMIN PAY	6,000
101-648-727.000	OFFICE SUPPLIES	2,900
101-648-746.000	UNIFORM FEES & ALLOWANCES	2,500
101-648-801.000	PROFESSIONAL AND CONTRACTUAL	36,000
101-648-808.000	TRAVEL	35,000
101-648-813.000	EMPLOYEE TRAINING/CONVENTION	3,000
Totals for dept 648 - MEDICAL EXAMINERS		125,400
Dept 750 - RECREATION/CULTURE CONTRIB.		
101-750-959.004	W.U.P.P.D.R.	14,871

GL NUMBER	DESCRIPTION	2026-27 RECOMMENDED BUDGET
APPROPRIATIONS		
Dept 750 - RECREATION/CULTURE CONTRIB.		
101-750-959.006	U.P.C.A.P.	1,100
Totals for dept 750 - RECREATION/CULTURE CONTRIB.		15,971
Dept 851 - FRINGE BENEFITS		
101-851-716.000	HOSPITALIZATION	1,100,000
101-851-717.000	LIFE INSURANCE	7,000
101-851-718.000	RETIREMENT	2,025,000
101-851-719.000	WORKERS' COMPENSATION	95,000
101-851-720.000	UNEMPLOYMENT	25,000
Totals for dept 851 - FRINGE BENEFITS		3,252,000
Dept 865 - INSURANCE		
101-865-910.000	INSURANCE	200,000
Totals for dept 865 - INSURANCE		200,000
Dept 867 - REFUNDS		
101-867-964.001	REFUNDS-CIRCUIT COURT	100
101-867-964.003	REFUNDS-BUILDING OFFICIAL	1,000
101-867-964.004	REFUNDS-TREASURER	100
101-867-964.005	REFUNDS-DISTRICT COURT	100
101-867-964.006	REFUNDS-FRIEND OF COURT	100
101-867-964.007	REFUNDS-CLERK	100
101-867-964.008	REFUNDS-PROBATE COURT	100
Totals for dept 867 - REFUNDS		1,600
Dept 895 - SPECIAL APPROPRIATIONS		
101-895-960.004	PLANNING COMMISSION	2,000
101-895-960.005	UP ECONOMIC DEVELOPMENT ALLIANCE	500
101-895-960.007	KEWEENAW CHAMBER OF COMMERCE	440
Totals for dept 895 - SPECIAL APPROPRIATIONS		2,940
Dept 965 - OPERATING TRANSFERS OUT		
101-965-999.004	W.U.P.H.D. FUND	363,458
101-965-999.005	C.C. MENTAL HEALTH FUND	164,495
101-965-999.006	SOCIAL WELFARE FUND	5,000
101-965-999.019	USDA GRANT FUND	58,000
101-965-999.023	TRANSFER OUT MIDC	120,238
101-965-999.026	TRANSFER OUT- LAND BANK	7,000
101-965-999.028	MARINA	40,190
Totals for dept 965 - OPERATING TRANSFERS OUT		758,381
TOTAL APPROPRIATIONS		14,137,416
NET OF REVENUES/APPROPRIATIONS - FUND 101		(273,854)
BEGINNING FUND BALANCE		
ENDING FUND BALANCE		

BUDGET REPORT FOR HOUGHTON COUNTY
Fund: 210 TRI-COUNTY WORK CAMP FUND

GL NUMBER	DESCRIPTION	2026-27 RECOMMENDED BUDGET
ESTIMATED REVENUES		
Dept 000		
210-000-677.001	REIMB.-WORK CREW CHARGES	10,000
210-000-699.001	OPERATING TRANSFERS IN	50,000
Totals for dept 000 -		60,000
TOTAL ESTIMATED REVENUES		60,000

GL NUMBER	DESCRIPTION	2026-27 RECOMMENDED BUDGET
APPROPRIATIONS		
Dept 000		
210-000-701.000	SALARIES AND WAGES	35,000
210-000-728.000	GAS & OIL	1,000
210-000-807.000	TELEPHONE	300
210-000-811.000	REPAIRS AND MAINTENANCE	1,500
210-000-812.000	UTILITIES	6,000
210-000-814.000	RENT	8,400
210-000-910.000	INSURANCE	7,500
Totals for dept 000 -		59,700
TOTAL APPROPRIATIONS		59,700
NET OF REVENUES/APPROPRIATIONS - FUND 210		300
BEGINNING FUND BALANCE		
ENDING FUND BALANCE		

GL NUMBER	DESCRIPTION	2026-27 RECOMMENDED BUDGET
ESTIMATED REVENUES		
Dept 000		
215-000-539.000	STATE SOURCES	1,500
215-000-600.001	NON-IV D MOTION FEE	6,000
215-000-600.002	IV-D MOTION FEE	600
Totals for dept 000 -		8,100
TOTAL ESTIMATED REVENUES		8,100

GL NUMBER	DESCRIPTION	2026-27 RECOMMENDED BUDGET
APPROPRIATIONS		
Dept 143		
215-143-815.000	OTHER SERVICES AND CHARGES	8,000
Totals for dept 143 -		8,000
TOTAL APPROPRIATIONS		8,000
NET OF REVENUES/APPROPRIATIONS - FUND 215		100
BEGINNING FUND BALANCE		
ENDING FUND BALANCE		

GL NUMBER	DESCRIPTION	2026-27 RECOMMENDED BUDGET
ESTIMATED REVENUES		
Dept 000		
223-000-600.000	GAIN ON SALE OF ASSETS	3,000
223-000-664.000	INTEREST EARNED	500
223-000-675.000	PROPERTY SALES	6,000
223-000-699.000	OPERATING TRANSFERS IN	7,000
Totals for dept 000 -		16,500
TOTAL ESTIMATED REVENUES		16,500

GL NUMBER	DESCRIPTION	2026-27 RECOMMENDED BUDGET
APPROPRIATIONS		
Dept 000		
223-000-700.000	EXPENDITURES	15,000
Totals for dept 000 -		15,000
TOTAL APPROPRIATIONS		15,000
NET OF REVENUES/APPROPRIATIONS - FUND 223		1,500
BEGINNING FUND BALANCE		
ENDING FUND BALANCE		

GL NUMBER	DESCRIPTION	2026-27 RECOMMENDED BUDGET
ESTIMATED REVENUES		
Dept 000		
225-000-642.000	SALES	50,000
Totals for dept 000 -		50,000
TOTAL ESTIMATED REVENUES		50,000

GL NUMBER	DESCRIPTION	2026-27 RECOMMENDED BUDGET
APPROPRIATIONS		
Dept 000		
225-000-729.000	CONCESSIONS-VENDORS	25,000
225-000-807.000	TELEPHONE	7,000
225-000-815.000	OTHER SERVICES AND CHARGES	3,000
225-000-823.000	INMATE SUPPLY & ITEMS	10,000
Totals for dept 000 -		45,000
TOTAL APPROPRIATIONS		45,000
NET OF REVENUES/APPROPRIATIONS - FUND 225		5,000
BEGINNING FUND BALANCE		
ENDING FUND BALANCE		

GL NUMBER	DESCRIPTION	2026-27 RECOMMENDED BUDGET
ESTIMATED REVENUES		
Dept 000		
233-000-539.000	STATE SOURCES	220,000
233-000-600.000	PARTICIPANTS	10,000
233-000-616.000	COURT CIVIL FEES	2,300
233-000-637.000	NORTHCARE	56,000
233-000-656.000	TESTS	1,000
Totals for dept 000 -		289,300
TOTAL ESTIMATED REVENUES		289,300

GL NUMBER	DESCRIPTION	2026-27 RECOMMENDED BUDGET
APPROPRIATIONS		
Dept 000		
233-000-701.000	SALARIES AND WAGES	110,000
233-000-727.000	DRUG TESTING	40,000
233-000-728.000	GAS & OIL	100
233-000-815.026	TOXICOLOGY FEES	25,000
233-000-815.028	STIPENDS	400
233-000-815.029	INCENTIVES - PARTICIPANT FEES	7,000
Totals for dept 000 -		182,500
Dept 851 - FRINGE BENEFITS		
233-851-715.000	SOCIAL SECURITY MEDICARE	7,000
233-851-716.000	HOSPITALIZATION	30,000
233-851-717.000	LIFE INSURANCE	130
233-851-718.000	RETIREMENT	5,000
233-851-719.000	WORKERS' COMPENSATION	600
Totals for dept 851 - FRINGE BENEFITS		42,730
TOTAL APPROPRIATIONS		225,230
NET OF REVENUES/APPROPRIATIONS - FUND 233		64,070
BEGINNING FUND BALANCE		
ENDING FUND BALANCE		

GL NUMBER	DESCRIPTION	2026-27 RECOMMENDED BUDGET
ESTIMATED REVENUES		
Dept 000		
256-000-680.000	RECORDING FEE	30,000
Totals for dept 000 -		30,000
TOTAL ESTIMATED REVENUES		30,000

GL NUMBER	DESCRIPTION	2026-27 RECOMMENDED BUDGET
APPROPRIATIONS		
Dept 000		
256-000-700.000	EXPENDITURES	12,000
Totals for dept 000 -		12,000
TOTAL APPROPRIATIONS		12,000
NET OF REVENUES/APPROPRIATIONS - FUND 256		18,000
BEGINNING FUND BALANCE		
ENDING FUND BALANCE		

GL NUMBER	DESCRIPTION	2026-27 RECOMMENDED BUDGET
ESTIMATED REVENUES		
Dept 000		
260-000-699.000	OPERATING TRANSFERS IN	120,238
Totals for dept 000 -		120,238
TOTAL ESTIMATED REVENUES		120,238
NET OF REVENUES/APPROPRIATIONS - FUND 260		120,238
BEGINNING FUND BALANCE		
ENDING FUND BALANCE		

GL NUMBER	DESCRIPTION	2026-27 RECOMMENDED BUDGET
ESTIMATED REVENUES		
Dept 000		
263-000-400.000	CONCEALED PISTOL REVENUE	18,000
Totals for dept 000 -		18,000
TOTAL ESTIMATED REVENUES		18,000

GL NUMBER	DESCRIPTION	2026-27 RECOMMENDED BUDGET
APPROPRIATIONS		
Dept 000		
263-000-701.000	SALARIES AND WAGES	12,000
263-000-727.001	POSTAGE	2,000
263-000-730.000	OPERATING SUPPLIES	2,000
263-000-801.000	PROF'L AND CONTRACTUAL	1,000
263-000-808.000	TRAVEL	750
Totals for dept 000 -		17,750
TOTAL APPROPRIATIONS		17,750
NET OF REVENUES/APPROPRIATIONS - FUND 263		250
BEGINNING FUND BALANCE		
ENDING FUND BALANCE		

GL NUMBER	DESCRIPTION	2026-27 RECOMMENDED BUDGET
ESTIMATED REVENUES		
Dept 000		
266-000-403.000	CURRENT LEVY	52,000
Totals for dept 000 -		52,000
TOTAL ESTIMATED REVENUES		52,000

GL NUMBER	DESCRIPTION	2026-27 RECOMMENDED BUDGET
APPROPRIATIONS		
Dept 000		
266-000-700.000	CAPITAL EXPENDITURES	39,121
Totals for dept 000 -		39,121
TOTAL APPROPRIATIONS		39,121
NET OF REVENUES/APPROPRIATIONS - FUND 266		12,879
BEGINNING FUND BALANCE		
ENDING FUND BALANCE		

GL NUMBER	DESCRIPTION	2026-27 RECOMMENDED BUDGET
ESTIMATED REVENUES		
Dept 000		
269-000-656.000	PENAL FINES	4,500
269-000-699.000	OPERATING TRANSFERS IN	17,000
Totals for dept 000 -		21,500
TOTAL ESTIMATED REVENUES		21,500

GL NUMBER	DESCRIPTION	2026-27 RECOMMENDED BUDGET
APPROPRIATIONS		
Dept 136 - DISTRICT COURT		
269-136-727.000	OFFICE SUPPLIES	1,000
Totals for dept 136 - DISTRICT COURT		1,000
Dept 145		
269-145-727.000	OFFICE SUPPLIES-BOOKS	30,000
Totals for dept 145 -		30,000
Dept 148 - PROBATE COURT		
269-148-727.000	OFFICE SUPPLIES	500
Totals for dept 148 - PROBATE COURT		500
Dept 229 - PROSECUTING ATTORNEY		
269-229-727.000	OFFICE SUPPLIES	1,000
Totals for dept 229 - PROSECUTING ATTORNEY		1,000
TOTAL APPROPRIATIONS		32,500
NET OF REVENUES/APPROPRIATIONS - FUND 269		(11,000)
BEGINNING FUND BALANCE		
ENDING FUND BALANCE		

GL NUMBER	DESCRIPTION	2026-27 RECOMMENDED BUDGET
ESTIMATED REVENUES		
Dept 000		
282-000-555.000	BOOKING FEE REVENUES	6,000
Totals for dept 000 -		6,000
TOTAL ESTIMATED REVENUES		6,000

GL NUMBER	DESCRIPTION	2026-27 RECOMMENDED BUDGET
APPROPRIATIONS		
Dept 000		
282-000-813.000	EMPLOYEE TRAINING/CONVENTION	6,000
Totals for dept 000 -		6,000
TOTAL APPROPRIATIONS		6,000
NET OF REVENUES/APPROPRIATIONS - FUND 282		
BEGINNING FUND BALANCE		
ENDING FUND BALANCE		

GL NUMBER	DESCRIPTION	2026-27 RECOMMENDED BUDGET
ESTIMATED REVENUES		
Dept 000		
285-000-539.000	STATE SOURCES	4,000
Totals for dept 000 -		4,000
TOTAL ESTIMATED REVENUES		4,000

GL NUMBER	DESCRIPTION	2026-27 RECOMMENDED BUDGET
APPROPRIATIONS		
Dept 320 - EMPLOYEE TRAINING		
285-320-813.000	EMPLOYEE TRAINING	4,000
Totals for dept 320 - EMPLOYEE TRAINING		4,000
TOTAL APPROPRIATIONS		4,000
NET OF REVENUES/APPROPRIATIONS - FUND 285		
BEGINNING FUND BALANCE		
ENDING FUND BALANCE		

GL NUMBER	DESCRIPTION	2026-27 RECOMMENDED BUDGET
ESTIMATED REVENUES		
Dept 000		
290-000-699.000	OPERATING TRANSFERS IN	5,000
Totals for dept 000 -		5,000
TOTAL ESTIMATED REVENUES		5,000

GL NUMBER	DESCRIPTION	2026-27 RECOMMENDED BUDGET
APPROPRIATIONS		
Dept 670		
290-670-710.000	PER DIEMS	3,500
290-670-802.000	DUES & FEES	1,500
Totals for dept 670 -		5,000
TOTAL APPROPRIATIONS		5,000
NET OF REVENUES/APPROPRIATIONS - FUND 290		
BEGINNING FUND BALANCE		
ENDING FUND BALANCE		

GL NUMBER	DESCRIPTION	2026-27 RECOMMENDED BUDGET
ESTIMATED REVENUES		
Dept 000		
291-000-403.000	VETERANS CURRENT LEVY	192,000
291-000-539.000	STATE SOURCES	60,382
291-000-676.000	CONTRIBUTIONS-OTHER	25,000
291-000-677.291	VETERAN'S BANNERS	8,000
Totals for dept 000 -		285,382
TOTAL ESTIMATED REVENUES		285,382

GL NUMBER	DESCRIPTION	2026-27 RECOMMENDED BUDGET
APPROPRIATIONS		
Dept 000		
291-000-701.000	SALARIES AND WAGES	185,000
291-000-727.000	OFFICE SUPPLIES	3,000
291-000-801.000	PROFESSIONAL AND CONTRACTUAL	2,000
291-000-807.000	TELEPHONE	250
291-000-808.000	TRAVEL	8,000
291-000-810.000	PRINTING & PUBLISHING	10,500
291-000-811.000	REPAIRS AND MAINTENANCE	200
291-000-812.000	UTILITIES	2,800
291-000-814.000	RENT	7,200
291-000-815.002	VETERAN'S ASSISTANCE	2,000
291-000-815.003	FLAGS AND MARKERS	4,000
291-000-815.004	MEMORIALS AND HONOR ROLLS	1,500
291-000-815.006	VETERAN'S BANNERS	8,000
291-000-815.011	VETERANS TRANSPORTATION	10,000
291-000-815.012	SPECIAL EVENTS	20,000
Totals for dept 000 -		264,450
Dept 851 - FRINGE BENEFITS		
291-851-715.000	SOCIAL SECURITY MEDICARE	14,400
291-851-717.000	LIFE INSURANCE	200
291-851-718.000	RETIREMENT	6,300
Totals for dept 851 - FRINGE BENEFITS		20,900
TOTAL APPROPRIATIONS		285,350
NET OF REVENUES/APPROPRIATIONS - FUND 291		32
BEGINNING FUND BALANCE		
ENDING FUND BALANCE		

GL NUMBER	DESCRIPTION	2026-27 RECOMMENDED BUDGET
ESTIMATED REVENUES		
Dept 000		
292-000-563.000	STATE BASIC GRANT	56,520
292-000-564.000	CJO STATE GRANT	27,317
292-000-601.000	FOSTER CARE REIMB.	1,000
292-000-677.000	REIMBURSEMENTS	200,000
292-000-694.000	10% REIMBURSEMENTS	10,000
292-000-699.000	OPERATING TRANSFERS IN	465,000
Totals for dept 000 -		759,837
TOTAL ESTIMATED REVENUES		759,837

GL NUMBER	DESCRIPTION	2026-27 RECOMMENDED BUDGET
APPROPRIATIONS		
Dept 662		
292-662-701.000	SALARIES AND WAGES	27,317
292-662-701.001	BASIC GRANT WAGES	56,520
292-662-808.000	TRAVEL	10,000
292-662-843.000	IN HOME CARE	353,700
292-662-844.000	FAMILY FOSTER CARE	299,207
Totals for dept 662 -		746,744
Dept 851 - FRINGE BENEFITS		
292-851-715.000	SOCIAL SECURITY MEDICARE	7,000
292-851-716.000	HOSPITALIZATION	3,000
292-851-717.000	LIFE INSURANCE	250
Totals for dept 851 - FRINGE BENEFITS		10,250
TOTAL APPROPRIATIONS		756,994
NET OF REVENUES/APPROPRIATIONS - FUND 292		2,843
BEGINNING FUND BALANCE		
ENDING FUND BALANCE		

GL NUMBER	DESCRIPTION	2026-27 RECOMMENDED BUDGET
ESTIMATED REVENUES		
Dept 000		
298-000-400.000	FAMILY-MARRIAGE COUNSELING REVENU	2,500
Totals for dept 000 -		2,500
TOTAL ESTIMATED REVENUES		2,500

GL NUMBER	DESCRIPTION	2026-27 RECOMMENDED BUDGET
APPROPRIATIONS		
Dept 965		
298-965-999.300	OPERATING TRANSFERS OUT-GEN'L	2,000
Totals for dept 965 -		2,000
TOTAL APPROPRIATIONS		2,000
NET OF REVENUES/APPROPRIATIONS - FUND 298		500
BEGINNING FUND BALANCE		
ENDING FUND BALANCE		

GL NUMBER	DESCRIPTION	2026-27 RECOMMENDED BUDGET
ESTIMATED REVENUES		
Dept 000		
511-000-600.000	PHONE REVENUE	300,000
511-000-601.000	WIRELESS E911 SERVICE CHARGE	175,000
511-000-664.000	INTEREST EARNED	3,000
Totals for dept 000 -		478,000
TOTAL ESTIMATED REVENUES		478,000

GL NUMBER	DESCRIPTION	2026-27 RECOMMENDED BUDGET
APPROPRIATIONS		
Dept 000		
511-000-701.000	SALARIES AND WAGES	60,000
511-000-728.000	GAS & OIL	500
511-000-801.001	NEGAUNEE 9-1-1 CONTRACT	191,383
511-000-802.000	DUES & FEES	90,000
511-000-807.000	PHONE & DATA SERVICE	20,000
511-000-811.000	REPAIRS AND MAINTENANCE	5,000
511-000-944.000	EQUIPMENT	75,000
Totals for dept 000 -		441,883
Dept 851 - FRINGE BENEFITS		
511-851-715.000	SOCIAL SECURITY MEDICARE	4,000
511-851-716.000	HOSPITALIZATION	15,000
Totals for dept 851 - FRINGE BENEFITS		19,000
TOTAL APPROPRIATIONS		460,883
NET OF REVENUES/APPROPRIATIONS - FUND 511		17,117
BEGINNING FUND BALANCE		
ENDING FUND BALANCE		

GL NUMBER	DESCRIPTION	2026-27 RECOMMENDED BUDGET
ESTIMATED REVENUES		
Dept 000		
517-000-600.000	CHARGES FOR SERVICES	2,050,000
517-000-602.000	SCRAP METAL REVENUE	10,000
517-000-603.000	OIL REVENUE	1,000
517-000-673.000	GAIN/LOSS ASSET	7,500
Totals for dept 000 -		2,068,500
Dept 549		
517-549-400.000	RECYCLING REVENUE	10,000
Totals for dept 549 -		10,000
TOTAL ESTIMATED REVENUES		2,078,500

GL NUMBER	DESCRIPTION	2026-27 RECOMMENDED BUDGET
APPROPRIATIONS		
Dept 000		
517-000-701.000	SALARIES AND WAGES	430,000
517-000-727.000	OFFICE SUPPLIES	5,000
517-000-728.000	GAS & OIL	105,000
517-000-801.000	PROFESSIONAL AND CONTRACTUAL	15,000
517-000-807.000	TELEPHONE	1,200
517-000-812.000	UTILITIES	30,000
517-000-820.000	DISPOSAL FEES	975,000
517-000-820.001	RECYCLING DISPOSAL FEES	25,000
517-000-910.000	INSURANCE	13,000
517-000-932.000	BUILDING R & M	10,000
517-000-934.000	R & M EQUIPMENT	20,000
517-000-934.100	GENERAL - SHOP TOOLS	5,000
517-000-934.101	FREIGHT LINER	5,000
517-000-934.102	TRAILER #1	5,000
517-000-934.105	CONTAINERS	50,000
517-000-934.106	CASE LOADER	5,000
517-000-934.107	JOHN DEERE MINI EXCAVATOR	15,000
517-000-934.108	PICK UP	1,500
517-000-934.109	TIRES	12,000
517-000-934.111	2018 WESTERN STAR	12,000
517-000-934.112	TRAILER #3	5,000
517-000-934.114	2023 TRAILER	5,000
517-000-934.115	2024 NEWSTAR	10,000
517-000-934.116	EQUIPMENT UPGRADES	100,000
517-000-936.000	GROUNDS MAINTENANCE	1,000
517-000-995.000	INTEREST EXPENSE	50,000
Totals for dept 000 -		1,910,700
Dept 851 - FRINGE BENEFITS		
517-851-715.000	SOCIAL SECURITY MEDICARE	32,000
517-851-716.000	HOSPITALIZATION	80,000
517-851-717.000	LIFE INSURANCE	700
517-851-718.000	RETIREMENT	28,000
517-851-719.000	WORKERS' COMPENSATION	13,000
Totals for dept 851 - FRINGE BENEFITS		153,700
TOTAL APPROPRIATIONS		2,064,400
NET OF REVENUES/APPROPRIATIONS - FUND 517		14,100
BEGINNING FUND BALANCE		
ENDING FUND BALANCE		

GL NUMBER	DESCRIPTION	2026-27 RECOMMENDED BUDGET
ESTIMATED REVENUES		
Dept 000		
549-000-480.000	BUILDING PERMITS	450,000
549-000-504.000	OTHER REVENUE- FOIA	100
Totals for dept 000 -		450,100
TOTAL ESTIMATED REVENUES		450,100

GL NUMBER	DESCRIPTION	2026-27 RECOMMENDED BUDGET
APPROPRIATIONS		
Dept 000		
549-000-701.000	SALARIES AND WAGES	400,000
549-000-727.000	OFFICE SUPPLIES	8,000
549-000-727.002	COMPUTER SUPPLIES	6,000
549-000-728.000	GAS & OIL	4,000
549-000-730.000	BOOKS	3,800
549-000-801.000	PROFESSIONAL AND CONTRACTUAL	10,000
549-000-807.000	TELEPHONE	3,000
549-000-808.000	TRAVEL	18,000
549-000-811.000	REPAIRS AND MAINTENANCE	3,000
549-000-813.000	EMPLOYEE TRAINING/CONVENTION	8,000
549-000-971.000	CAPITAL OUTLAY-VEHICLES	50,000
549-000-976.000	CAP.OUTLAY-BUILDING IMPROV.	5,000
549-000-978.000	COMPUTER SOFTWARE	8,000
Totals for dept 000 -		526,800
Dept 851 - FRINGE BENEFITS		
549-851-715.000	SOCIAL SECURITY MEDICARE	30,000
549-851-716.000	HOSPITALIZATION	57,500
549-851-717.000	LIFE INSURANCE	300
549-851-718.000	RETIREMENT	5,000
549-851-719.000	WORKERS' COMPENSATION	2,350
Totals for dept 851 - FRINGE BENEFITS		95,150
TOTAL APPROPRIATIONS		621,950
NET OF REVENUES/APPROPRIATIONS - FUND 549		(171,850)
BEGINNING FUND BALANCE		
ENDING FUND BALANCE		

GL NUMBER	DESCRIPTION	2026-27 RECOMMENDED BUDGET
ESTIMATED REVENUES		
Dept 000		
581-000-501.000	FEDERAL SOURCES	755,542
581-000-502.000	AIRPORT IMPROVEMENT PROGRAM GRANT	1,700,596
581-000-539.000	STATE SOURCES	1,202,291
581-000-554.000	FAA T HANGAR STORAGE	1,840
581-000-554.001	FAA - GRANT 5324	20,871
581-000-582.000	LOCAL CAPITAL CONTRIBUTIONS	121,500
581-000-600.000	CHARGES FOR SERVICES	493,750
581-000-642.001	JET A FUEL-SALES	535,600
581-000-642.002	100LL FUEL-SALES	350,000
581-000-642.004	AVIATION OIL-SALES	400
581-000-642.005	DIESEL FUEL-SALES	75,000
581-000-642.006	UNLEADED FUEL-SALES	62,000
581-000-664.002	FINANCE CHARGES	18,000
581-000-668.000	RENTALS	670,000
581-000-677.000	REIMBURSEMENTS	70,000
Totals for dept 000 -		6,077,390
TOTAL ESTIMATED REVENUES		6,077,390

GL NUMBER	DESCRIPTION	2026-27 RECOMMENDED BUDGET
APPROPRIATIONS		
Dept 541		
581-541-701.000	SALARIES AND WAGES	650,000
581-541-707.000	OVERTIME	19,570
581-541-724.000	DEPRECIATION	1,030,000
581-541-727.000	OFFICE SUPPLIES	5,663
581-541-727.001	POSTAGE	2,500
581-541-727.002	COMPUTER SUPPLIES	4,500
581-541-728.001	DIESEL USE	50,000
581-541-728.002	LEAD FREE USE	4,500
581-541-730.000	WILDLIFE MANAGEMENT	800
581-541-754.001	COST OF SALES-JET A	350,000
581-541-754.002	COST OF SALES-100LL	300,000
581-541-754.004	OIL	300
581-541-754.005	COST OF SALES-DIESEL	62,000
581-541-754.006	COST OF SALES-UNLEADED	60,000
581-541-755.001	PARKING LOT CONCESSION	8,500
581-541-801.000	PROFESSIONAL AND CONTRACTUAL	38,000
581-541-802.000	DUES & FEES	1,000
581-541-802.001	PERMITS/LICENSE FEES	2,800
581-541-807.000	TELEPHONE	3,500
581-541-810.000	PRINTING AND PUBLISHING	1,200
581-541-812.001	ELECTRICITY	55,000
581-541-812.002	NATURAL GAS	50,000
581-541-812.003	WATER	7,000
581-541-812.004	SEWER	11,500
581-541-813.000	EMPLOYEE TRAINING/CONVENTION	17,000
581-541-816.000	JANITORIAL SERVICES	250
581-541-816.001	JANITORIAL SUPPLIES	10,300
581-541-910.000	INSURANCE	90,000
581-541-932.000	BUILDING R & M	20,000
581-541-932.001	TERMINAL	48,000
581-541-932.002	CFR BUILDING	12,000
581-541-932.003	BIG HANGAR-#1	5,000
581-541-932.004	FBO HANGAR-#2	8,000
581-541-932.005	T HANGARS	8,000
581-541-932.006	GARAGE#7	1,000
581-541-932.007	SAND STORAGE	1,000
581-541-932.009	GENERATOR BUILDING	15,000
581-541-932.010	AVIATION GAS/JET PUMPS	5,000
581-541-932.011	REGULAR/UNLEADED PUMPS	1,000
581-541-932.012	DIESEL PUMP	2,000
581-541-932.013	T HANGAR LOAN PAYMENT	40,113
581-541-932.014	BUILDING 12 - 2020 T-HANGAR	2,500
581-541-934.001	CANADAIR	500
581-541-934.004	JET A REFUELER	2,500
581-541-934.009	OSHKOSH 21FT	2,000
581-541-934.011	OSHKOSH SNO GO	2,000
581-541-934.016	MISCELLANEOUS	20,000
581-541-934.018	2004 OSHKOSH SNOWBLOWER	2,000
581-541-934.019	MCCORMICK TRACTOR	2,000
581-541-934.024	2008 JOHN DEERE LOADER	3,000
581-541-934.026	2010 OSHKOSH BROOM	1,000
581-541-934.027	2010 ROSENBAUER 4X4 ARFF	52,000
581-541-934.028	2011 BATWING MOWER	45,000
581-541-934.029	2016 JOHN DEERE SKID STEER (HEAD)	10,000
581-541-934.030	2017 OSHKOSH SNOW BLOWER	2,000
581-541-934.031	2018 OSHKOSH PLOW TRUCK	2,000
581-541-934.032	2020 RAM 4WD PICKUP TRUCK	25,000
581-541-934.033	2018 JOHN DEERE GRADER	5,200
581-541-934.034	2022 JOHN DEERE LOADER	2,000
581-541-934.035	2022 OSHKOSH BROOM	9,500
581-541-934.036	2023 HONDA THROWER	100
581-541-936.000	GROUNDS MAINTENANCE	40,000
581-541-937.000	RUNWAY MAINTENANCE	20,000
581-541-937.001	RUNWAY DEICER - POTASSIUM ACETAT	32,000
581-541-938.000	BENCH STOCK	8,000
581-541-939.000	AIRCRAFT GROUND HANDLING	6,000
581-541-941.000	NF-OBSERVATIONS	2,000
581-541-945.000	CREDIT CARD CHARGES	18,000
581-541-962.000	SALES AND EXCISE TAX	40,000
581-541-970.048	PFAS INVESTIGATION	1,079,010
581-541-970.050	5324 T-HANGARS BOX 6 UNIT	1,171,169
Totals for dept 541 -		5,608,475
Dept 851 - FRINGE BENEFITS		
581-851-715.000	SOCIAL SECURITY MEDICARE	60,000
581-851-716.000	HOSPITALIZATION	93,000

GL NUMBER	DESCRIPTION	2026-27 RECOMMENDED BUDGET
APPROPRIATIONS		
Dept 851 - FRINGE BENEFITS		
581-851-717.000	LIFE INSURANCE	860
581-851-718.000	RETIREMENT	94,320
581-851-719.000	WORKERS' COMPENSATION	5,000
Totals for dept 851 - FRINGE BENEFITS		253,180
TOTAL APPROPRIATIONS		5,861,655
NET OF REVENUES/APPROPRIATIONS - FUND 581		215,735
BEGINNING FUND BALANCE		
ENDING FUND BALANCE		

GL NUMBER	DESCRIPTION	2026-27 RECOMMENDED BUDGET
ESTIMATED REVENUES		
Dept 000		
594-000-642.005	DIESEL FUEL-SALES	55,000
594-000-642.006	UNLEADED FUEL-SALES	165,000
594-000-643.000	MOORAGE	68,000
594-000-643.001	MOORAGE TRANSIENTS	6,000
594-000-644.000	CONCESSIONS	1,000
594-000-645.000	WASHER/DRYER SALES	500
594-000-646.000	ELECTRICAL BILLS	8,000
594-000-694.000	RAMP	1,500
594-000-694.002	PUMPOUT	600
594-000-699.000	OPERATING TRANSFERS IN	40,190
Totals for dept 000 -		345,790
TOTAL ESTIMATED REVENUES		345,790

GL NUMBER	DESCRIPTION	2026-27 RECOMMENDED BUDGET
APPROPRIATIONS		
Dept 566		
594-566-701.000	SALARIES AND WAGES	75,000
594-566-701.006	VOLUNTARY CONTRIBUTIONS	4,500
594-566-720.000	UNEMPLOYMENT	4,500
594-566-728.000	GAS & OIL USE	500
594-566-730.000	OTHER OPERATING SUPPLIES	10,000
594-566-754.000	GAS & OIL RESALE	181,650
594-566-807.000	TELEPHONE	4,000
594-566-812.000	UTILITIES	15,000
594-566-910.000	INSURANCE	6,000
594-566-931.000	REPAIRS AND MAINTENANCE	22,000
594-566-945.000	CREDIT CARD CHARGES	2,400
594-566-962.000	SALES AND EXCISE TAX	10,000
Totals for dept 566 -		335,550
Dept 851 - FRINGE BENEFITS		
594-851-715.000	SOCIAL SECURITY MEDICARE	5,740
594-851-719.000	WORKERS' COMPENSATION	4,500
Totals for dept 851 - FRINGE BENEFITS		10,240
TOTAL APPROPRIATIONS		345,790
NET OF REVENUES/APPROPRIATIONS - FUND 594		
BEGINNING FUND BALANCE		
ENDING FUND BALANCE		
ESTIMATED REVENUES - ALL FUNDS		25,021,699
APPROPRIATIONS - ALL FUNDS		25,005,739
NET OF REVENUES/APPROPRIATIONS - ALL FUNDS		15,960
BEGINNING FUND BALANCE - ALL FUNDS		
ENDING FUND BALANCE - ALL FUNDS		

NEW BUSINESS ITEMS DOCUMENTATION

MEMORANDUM

To: Houghton County Board of Commissioners
From: Chelsea Rheault, County Administrator
Date: September 15, 2026
Re: Ren Hen Foods – Project Closeout

The Board of Commissioners should review the project closeout information provided during the Public Hearing. If the Board is satisfied that the applicable project requirements have been completed and wishes to proceed with formal closeout, a Board motion should be made to accept and approve the project closeout.

Suggested Motion:
Motion to accept and approve the Ren Hen Foods project closeout as presented.

COUNTY OF HOUGHTON

GENERAL APPROPRIATIONS ACT

OCTOBER 1, 2026, THROUGH SEPTEMBER 30, 2027

RESOLUTION #2026-27

A Resolution appropriating funds and adopting the Houghton County Fiscal Year 2026–2027 Budget, including the General Fund Operating Budget, Special Revenue Fund Budgets, and applicable Proprietary Fund Budgets.

WHEREAS, the Houghton County Board of Commissioners has reviewed the anticipated revenues, expenditures, financing sources, financing uses, and financial needs of the County and its various departments, offices, programs, and funds for the fiscal year beginning October 1, 2026 and ending September 30, 2027; and

WHEREAS, the Board of Commissioners has considered the proposed budgets and supporting schedules presented for Fiscal Year 2026–2027; and

WHEREAS, the Board of Commissioners desires to adopt a balanced budget and establish the appropriations and administrative authority necessary for the operation of Houghton County during Fiscal Year 2026–2027;

NOW, THEREFORE, BE IT RESOLVED, that the Houghton County Board of Commissioners hereby adopts the attached 2026–2027 General Fund Operating Budget, Special Revenue Fund Budgets, and applicable Proprietary Fund Budgets, which are incorporated herein by reference.

APPROPRIATIONS

The Board hereby appropriates monies from estimated revenues, available fund balance where specifically budgeted and authorized, and other lawful financing sources to support expenditures and other financing uses in accordance with the budgets adopted by the Board.

An appropriation constitutes authorization to incur expenditures up to the amount appropriated and shall not be construed as a mandate or requirement to expend the entire amount appropriated.

All appropriations authorized by this Resolution shall apply to the fiscal year beginning October 1, 2026 and ending September 30, 2027, unless otherwise specifically authorized by the Board or provided by law.

FUND BALANCE

Fund balance shall be budgeted, classified, restricted, committed, assigned, and utilized in accordance with applicable law, generally accepted accounting principles, applicable grant or statutory restrictions, and policies and actions of the Houghton County Board of Commissioners.

Nothing in this Resolution shall be construed to authorize the expenditure of restricted, committed, or otherwise legally constrained funds for purposes inconsistent with those restrictions.

Any use of fund balance included as a financing source within an adopted fund budget is authorized only to the extent reflected in the budget approved by the Board.

OUTSIDE AGENCIES AND APPROPRIATIONS

The Board recognizes that it may from time to time consider appropriations to agencies, institutions, or organizations outside of the County's general operations, subject to the availability of funds and approval by the Board.

Any County department, agency, board, commission, authority, organization, or other entity, public or private, accepting an appropriation of County funds shall be subject to such reporting, inspection, and/or audit requirements as may be established by the Board.

The Board of Commissioners, or its authorized designee, shall have access to financial records reasonably necessary to verify the appropriate expenditure of County funds, subject to applicable law and the terms and conditions associated with the appropriation.

BUDGET AMENDMENTS AND TRANSFERS

The Board further resolves that the adopted budget may be amended during the fiscal year as circumstances require, provided such amendments are made in accordance with applicable law and County policy and the budget remains balanced as required by law.

The County Administrator is authorized to make budget transfers within the authority established by the Board's adopted Budget Transfer Policy, including transfers of up to ten percent (10%) of departmental expenditures where permitted by that policy.

Transfers or amendments exceeding the Administrator's delegated authority, transfers requiring Board approval under County policy, or amendments that materially alter an appropriation established by the Board shall be presented to the Board of Commissioners for approval.

WAGES AND FRINGE BENEFITS

The Board instructs and authorizes the County Administrator and Finance Office to incorporate into the Fiscal Year 2026–2027 budgets wages, salaries, and related fringe benefit costs for County employees and officials consistent with amounts authorized by the Board of Commissioners, applicable collective bargaining agreements, employment agreements, established compensation schedules, and other applicable Board actions.

Nothing contained herein independently establishes or modifies the compensation of an elected official where compensation must be established separately pursuant to applicable law.

BUDGETARY CONTROL

Budgetary control shall be maintained at the level of appropriation established by the Board through the adopted budget and this Resolution.

The County Administrator and Finance Office are authorized to administer the budget and process line-item transfers within an approved appropriation to the extent permitted by the County's Budget Transfer Policy.

Department heads and elected officials shall be responsible for monitoring their respective budgets and shall not incur expenditures in excess of authorized appropriations.

ADMINISTRATION

The County Administrator and Finance Office are authorized and directed to administer the adopted budgets, monitor revenues and expenditures, and bring necessary budget amendments or other material financial matters to the Board of Commissioners for consideration throughout the fiscal year.

BE IT FURTHER RESOLVED, that this General Appropriations Act shall become effective October 1, 2026 and shall remain in effect through September 30, 2027.

Motion Made By:

Motion Supported By:

Roll Call Vote:

Ayes:

Nays:

Absent:

Dated: ____________________ ____

Tom Tikkanen, Chair
Houghton County Board of Commissioners

RESOLUTION DECLARED ADOPTED.

I, Jennifer Kelly, Clerk of Houghton County, do hereby certify and set my seal to the above Resolution as adopted August 11, 2026, at the Houghton County Courthouse, 401 East Houghton Avenue, Houghton, MI 49931.

____

Jennifer Kelly, Clerk

MEMORANDUM

To: Houghton County Board of Commissioners
From: County Administrator
Date: August 24, 2026
Re: Authorization to Develop an Opioid Task Force

I respectfully request that the Houghton County Board of Commissioners consider a motion authorizing the development of a **Houghton County Opioid Task Force.**

As the County continues to administer opioid settlement funds and evaluate appropriate uses of these resources, I believe establishing a task force would provide a structured process for identifying community needs, reviewing potential initiatives, coordinating with local partners, and developing recommendations for consideration by the Board of Commissioners.

I recommend that the task force remain relatively small, with **fewer than ten members**, to allow for productive discussion and efficient decision-making while still incorporating individuals with relevant knowledge and experience.

As County Administrator, I specifically recommend consideration of the following representation:

- **Gail Ploe,** whose professional experience and skills are directly relevant to opioid-related programming, community health, and the appropriate use of opioid settlement resources.
- **A Houghton County employee involved with Treatment Court,** who can provide insight into the intersection of substance use disorders, treatment, recovery, and the criminal justice system.
- Additional community or professional representatives, as appropriate, with the total membership remaining below ten individuals.

The purpose of the task force would be advisory. The task force could assist with evaluating community needs, identifying eligible and effective uses of opioid settlement funds, reviewing potential programs or funding requests, and ultimately making recommendations to the Board. **Final authority regarding the expenditure of County opioid settlement funds would remain with the Board of Commissioners.**

Suggested Motion

Motion to authorize the development of a Houghton County Opioid Task Force consisting of fewer than ten members, with proposed membership and the task force's scope and responsibilities to be presented to the Board of Commissioners for final consideration and approval.

MEMORANDUM

TO: County Administrator / Board of Commissioners
FROM: Todd LaRoux, Building Official
DATE: September 2, 2026
SUBJECT: Statutory Restrictions on Construction Code Fee Revenues (MCL 125.1522)

This memorandum serves as formal notice regarding the statutory and constitutional restrictions governing the use of funds generated by the Houghton County Building Department. It has come to my attention that there are proposals to utilize Building Department fee revenues or fund balances for County building repairs and operations or interfund borrowing to cover general county shortfalls.

As the appointed Building Official responsible for administering the state construction code under Act 230 of 1972, I must formally advise against this action due to severe legal and financial liabilities it poses to the County.

1. Explicit Statutory Prohibition (MCL 125.1522(1))
Michigan compiled law explicitly mandates that all fees established for the operation of the enforcing agency, including construction permits and plan reviews, *"shall only be used for the operation of the enforcing agency and shall not be used for any other purpose."* The statute provides no mechanism or exception allowing these funds to be borrowed, transferred, or diverted for County building repairs and operations across the broader municipality.

2. Binding Judicial Precedent (*MAHB v. City of Troy*)
The Michigan Supreme Court strictly upheld this firewall in *Michigan Association of Home Builders v. City of Troy*. The court ruled that utilizing surplus regulatory fees to pay for unrelated municipal operations or deferred maintenance on general county infrastructure is illegal. If the Building Department has generated a surplus, those funds must remain in the restricted account to support code enforcement infrastructure or trigger a reduction in permit fees for local taxpayers.

3. Constitutional Liability Under the Headlee Amendment
When restricted regulatory fees are diverted to fund County building repairs and operations, the fee loses its legal classification as a regulatory service charge. Under Michigan law, this diversion automatically reclassifies the fee as an unconstitutional, unvoted tax under Article 9, Section 31 of the Michigan Constitution (The Headlee Amendment).

Directing restricted Building Department revenues into the General Fund or utilizing them for County building repairs and operations exposes the County to mandatory independent audit failures, State Treasury intervention, and devastating class-action lawsuits from local builders demanding full refunds of overcharged fees.

I respectfully request that any planned transfer of these funds be halted immediately, and that the County's corporate counsel review the legality of this proposal under MCL 125.1522(1) before any further action is taken by the Board.

Sincerely,

Todd LaRoux
Building Official, Houghton County

Building Department Funds

Misuse of Building Department Enterprise Funds

- Executing a Loan to fund general county infrastructure repairs is a violation of Michigan Law. Using the funds as a loan is not an exception to the legal rules from the construction code enforcement revenues

- Loan is in Violation Due to:
    - No Statutory Provision
        - Under Michigan's Construction Code Act MCL125.1522(1), permit fees collected shall only be used for the operation of the enforcing agency and shall not be used for any other purpose. General county administration offices, boardrooms, and storage spaces are not part of the building department's operational enforcement mandates. This MCL contains no provision or clause allowing an internal lender or use its restricted code enforcement funds to cover General Fund costs.
    - Michigan Supreme Court: MAHB vs. City of Troy
        - Building department fees must strictly bear reasonable relation to cost of providing those specific services. If the department has enough surplus to finance general county real estate overhaul/repairs, the fees are, no longer reasonably related to the building department immediate operations.
            - This exact scenario was tested and decided by the Michigan Supreme Court. The court made it clear that a municipality/government cannot use the accounting maneuvers such as overhead cost allocations or fund transfers to siphon off building department surpluses. The funds must remain locked within the enforcement agency's operational budget to lower permit costs or improve local inspection infrastructure.

- By executing this prohibited interfund borrowing, the county is exposed to massive legal and financial liabilities.
  - Class Action Classifications
    - Local homebuilder, contractors, developers, and property owners have reason to file class-action lawsuits demanding full refunds of all permit fees collected during the years the surplus was built up and loaned out.
  - The State Treasury can flag this during annual audit reviews as a material weakness and a non-compliant cash transfer, forcing the county to implement an immediate correction action plan.
  - Public Officials who intentionally approve the diversion of restricted statutory funds into a general account can be held accountable for breach of fiduciary duty.

- No Statutory Providing for Interfund Borrowing Restricted Fees
  - The Michigan Department of Treasury and state courts do not recognize an exception for "borrowing" restricted construction code fees to cover separate fund shortfalls. If the General Fund lacks the capacity to repay the cash immediately, the loan/borrowing is an illegal.
  - If the General Fund lacks the immediate, liquid capacity to repay the money within the same fiscal reporting period, the transaction cannot be classified as a temporary internal accounting adjustment. Instead, it becomes a permanent diversion of restricted revenue.
    - When building department fees are permanently diverted to cover non-departmental shortfalls, the fee loses its legal status as a regulatory service charge. Using the building department fees to fund the general government operations, it is legally classified as an unconstitutional.

- Permitted Facility Allocations
  - The only scenario where building department funds can touch a facility project is to pay a proportional, direct share of space the building department will physically occupy in the new building.

MEMORANDUM

TO: Houghton County Board of Commissioners
FROM: Chelsea Rheault, County Administrator
DATE: September 4, 2026
RE: Deficit Fund Balances and Deficit Elimination Plans

Background

As part of the County's annual audit, the County's auditors identified unrestricted/unassigned net position or fund balance deficits in the following funds as of September 30, 2025:

Solid Waste Transfer Station	$	(669,631)
Passenger Facility Charge	$	(518)
Jail Commissary	$	(27,118)
Land Bank	$	(29,513)

The Glenn Steil State Revenue Sharing Act of 1971, Public Act 140 of 1971, Section 21(2), provides that local units of government ending their fiscal year in a deficit condition are required to formulate a deficit elimination plan.

The Michigan Department of Treasury provides guidance regarding the preparation and submission of deficit elimination plans. The County is therefore required to address the identified deficits and establish a plan for eliminating each deficit.

Deficit Elimination Plans

Correspondence and proposed resolutions regarding each fund have been provided to the Board for consideration. The plans are intended to establish a course of action for eliminating the identified deficit balances and bringing each fund into a positive financial position.

For a General Fund deficit, Treasury guidance requires the deficit elimination plan to provide a monthly breakdown of anticipated revenues and expenditures for the first two years of the projection, with annual detail for the remaining years. While the funds identified above are not the General Fund, the County should continue to monitor each deficit fund and its progress toward elimination.

Requested Board Action

A separate motion is needed for each fund to approve the corresponding deficit elimination plan and authorize its submission as required.

HOUGHTON COUNTY

BOARD OF COMMISSIONERS

401 E. Houghton Avenue, Houghton, Michigan 49931

Telephone: (906) 482-8307

HOUGHTON COUNTY SOLID WASTE TRANSFER STATION
PROPRIETARY ENTERPRISE FUND
RESOLUTION TO REDUCE UNRESTRICTED NET ASSET BALANCE
RESOLUTION # 26-24

WHEREAS, the Houghton County Solid Waste Transfer Enterprise Fund has a deficit balance of unrestricted net assets as of September 30, 2025; and

WHEREAS, pursuant to MCL 141.921, any local unit of government ending its fiscal year with a deficit net asset balance must file a deficit elimination plan with the Michigan Department of Treasury; and

WHEREAS, failure to submit a deficit elimination plan and receive Department of Treasury approval for such plan could result in a reduction of State revenue Sharing; and

WHEREAS, an increase of 7.5% for charges for services effective 1 October 2026, 2027, 2028, & 2029, which shall cause an increase in operating revenue and an increase of net assets; and

WHEREAS, the resulting deficit balance in unrestricted net assets will be corrected to satisfy the budgetary requirements of the State of Michigan, Department of the Treasury

NOW, THEREFORE BE IT RESOLVED that the Houghton County Board of Commissioners adopts the following as the Deficit Elimination Plan:

	2026	2027	2028	2029
Unrestricted Net Position (Deficit) October 1st	-669,631	-588,264	-446,043	-236,045
Revenue				
CHARGES FOR SERVICES	2,128,100	2,287,708	2,459,286	2,643,732
OTHER REVENUE	9,864	10,357	10,875	11,419
Total Revenues	**2,137,964**	**2,298,065**	**2,470,161**	**2,655,151**
Expenditures				
PERSONNEL SERVICES	540,685	567,719	596,105	625,910
CONTRACTUAL SERVICES	1,111,393	1,166,962	1,225,311	1,286,576
UTILITIES	27,361	28,729	30,165	31,673
REPAIRS/MAINTENANCE	235,558	247,336	259,703	272,688
INSURANCE	8,967	9,415	9,886	10,380
OTHER SUPPLIES & EXPENSES	87,859	92,252	96,865	101,708
DEPRECIATION	155,865	163,658	171,841	180,433
INTEREST & FISCAL CHARGES	44,775	43,431	42,128 0	40,865
Total Expenditures	**2,212,462**	**2,319,503**	**2,432,003**	**2,550,233**
Change in Investment in Capital	**155,865**	**163,658**	**171,841**	**180,433**
Unrestricted Net Position	**(588,264)**	**(446,043)**	**(236,045)**	**49,306**

	2026	2027	2028	2029
CA-CL (Deficit)	-229,089	-195,722	-104,501	51,497
REVENEUES	2,137,964	2,298,065	2,470,161	2,655,151
EXPENDITURES	2,212,462	2,319,503	2,432,003	2,550,233
ADD BACK CHANGES IN INVESTMENT IN CAPITAL ASSETS	155,865	163,658	171,841	180,433
LESS DEBT PRINCIPAL PAYMENTS	48,000	51,000	54,000	57,000
CA-CL (Deficit)	**-195,722**	**-104,501**	**51,497**	**279,848**

Motion Made By:

Motion Supported By:

Roll Call Vote:

Ayes:

Nays:

Absent:

Dated: ____________________ ____

Tom Tikkanen, Chair
Houghton County Board of Commissioners

RESOLUTION DECLARED ADOPTED.

I HEREBY CERTIFY that the attached is a true and complete copy of a resolution adopted by the County Board of Commissioners of the County of Houghton, State of Michigan, at a regular meeting held on September 15, 2026 and that the meeting was conducted and public notice of the meeting was given pursuant to Act No. 267, Public Acts of Michigan, 1976, and that the minutes of the meeting were kept and will be or have been made available as required by the Act.

____

Jennifer Kelly
County Clerk

HOUGHTON COUNTY

BOARD OF COMMISSIONERS

401 E. Houghton Avenue, Houghton, Michigan 49931

Telephone: (906) 482-8307

HOUGHTON COUNTY PASSENGER FACILITY CHARGE FUND RESOLUTION TO REDUCE UNRESTRICTED NET ASSET BALANCE RESOLUTION # 26-23

WHEREAS, the Houghton County Passenger Facility Charge Fund has a deficit balance of unrestricted net assets as of September 30, 2025; and

WHEREAS, pursuant to MCL 141.921, any local unit of government ending its fiscal year with a deficit net asset balance must file a deficit elimination plan with the Michigan Department of Treasury; and

WHEREAS, failure to submit a deficit elimination plan and receive Department of Treasury approval for such plan could result in a reduction of State revenue Sharing; and

WHEREAS, the timing of PFC monies is collected and expensed, as directed by the Federal Aviation Administration, dictate that the Fund will sometimes have a deficit balance of unrestricted net assets; and

WHEREAS, the activity currently being posted to the PFC Fund was previously reported in the Airport Fund but was split out for internal accounting purposes only; and if expenditures are aligned with the following projections, then the fund will no longer have a deficit; and

WHEREAS, the resulting deficit balance will be eliminated in Fiscal Year 2026 and build reserves in fiscal year 2027; and

NOW, THEREFORE BE IT RESOLVED that the Houghton County Board of Commissioners approve the projected budget for the year ending September 30, 2026, 2027 and 2028 for the Houghton County Passenger Facility Charge Fund.

	2025	2026	2027	2028
Revenues				
PFC Collections	$ 118,681	$ 114,000	$ 114,000	$ 114,000
Interest	6,841	-	-	-
Total Revenues	125,522	114,000	114,000	114,000
Expenditures				
Capital & Transfers	46,175	64,000	64,000	64,000
Total Expenditures	46,175	64,000	64,000	64,000
Net	79,347	50,000	50,000	50,000
Beginning Fund Balance	(79,865)	(518)	49,482	99,482
Ending Fund Balance	$ (518)	$ 49,482	$ 99,482	$ 149,482

Motion Made By:

Motion Supported By:

Roll Call Vote:

Ayes:

Nays:

Dated: ____________________

Tom Tikkanen, Chair
Houghton County Board of Commissioners

RESOLUTION DECLARED ADOPTED.

I HEREBY CERTIFY that the attached is a true and complete copy of a resolution adopted by the County Board of Commissioners of the County of Houghton, State of Michigan, at a regular meeting held on September 15, 2026 and that the meeting was conducted and public notice of the meeting was given pursuant to Act No. 267, Public Acts of Michigan, 1976, and that the minutes of the meeting were kept and will be or have been made available as required by the Act.

Jennifer Kelly
County Clerk

HOUGHTON COUNTY
BOARD OF COMMISSIONERS

401 E. Houghton Avenue, Houghton, Michigan 49931
Telephone: (906) 482-8307

HOUGHTON COUNTY JAIL COMMISSARY
SPECIAL REVENUE FUND
RESOLUTION TO REDUCE UNRESTRICTED NET ASSET BALANCE
RESOLUTION # 26-22

WHEREAS, the Houghton County Jail Commissary; Nonmajor Government Fund has a deficit balance of unrestricted net assets as of September 30, 2025; and

WHEREAS, pursuant to MCL 141.921, any local unit of government ending its fiscal year with a deficit net asset balance must file a deficit elimination plan with the Michigan Department of Treasury; and

WHEREAS, failure to submit a deficit elimination plan and receive Department of Treasury approval for such plan could result in a reduction of State revenue Sharing; and

WHEREAS, expenses exceeded revenue resulting in a negative fund balance at the end of budgetary cycle for fiscal year ending September 30, 2025; and

WHEREAS, a decrease in future capital expenditures will correct this deficit; and

WHEREAS, the resulting deficit in Fund balance will be corrected to satisfy the budgetary requirements of the State of Michigan, Department of the Treasury

NOW, THEREFORE BE IT RESOLVED that the Houghton County Board of Commissioners recognize that actions resulting in an increase in reimbursement revenue is warranted for this Nonmajor governmental fund; and

BE IT FURTHER RESOLVED that the Houghton County Board of Commissioners approve the projected budgetary change for the year ending September 30, 2026, for the Houghton County Jail Commissary.

	2025	2026	2027	2028
Jail Commissary				
Revenues				
Charges for services	35,700	36,771	37,874	39,010
Other Revenues	-			
Total Revenues	35,700	36,771	37,874	39,010
Expenses				
Public Safety	22,304	23,419	24,590	25,820
Total Expenditures				
Net	13,396	13,352	13,284	13,191
Beginning Fund Balance	(40,514)	(27,118)	(13,766)	(482)
Ending Fund Balances	(27,118)	(13,766)	(482)	12,708

AYES:

NAYS:

ABSTENTIONS:

ABSENT:

____

Thomas Tikkanen
Chairman of Houghton County Board of Commissioners

RESOLUTION DECLARED ADOPTED.

STATE OF MICHIGAN)
)ss.
COUNTY OF HOUGHTON)

I, the undersigned, the duly qualified and acting Deputy Clerk of the county of Houghton, State of Michigan do hereby certify that the foregoing is a true and complete copy of a resolution adopted by the County Board of the County of Houghton at its Regular meeting held on the 15th day of September 2026, the original of which resolution is on file in my office.

IN WITNESS WHEREOF, I have hereunto set my official signature, this 15th day of September 2026

____

Jennifer Kelly, Clerk
County of Houghton

HOUGHTON COUNTY LAND BANK
RESOLUTION TO REDUCE UNRESTRICTED NET ASSET BALANCE
RESOLUTION # 26-25

WHEREAS, the Houghton County Land Bank Fund; has a deficit balance of unrestricted net assets as of September 30, 2025; and

WHEREAS, pursuant to MCL 141.921, any local unit of government ending its fiscal year with a deficit net asset balance must file a deficit elimination plan with the Michigan Department of Treasury; and

WHEREAS, failure to submit a deficit elimination plan and receive Department of Treasury approval for such plan could result in a reduction of State revenue Sharing; and

WHEREAS, expenses exceeded revenue resulting in a negative fund balance at the end of budgetary cycle for fiscal year ending September 30, 2025 and

WHEREAS, the fund is projected to not be in deficit during the next fiscal year; and

WHEREAS, the resulting deficit in Fund balance will be corrected to satisfy the budgetary requirements of the State of Michigan, Department of the Treasury

NOW, THEREFORE BE IT RESOLVED that the Houghton County Board of Commissioners adopts the following as the Deficit Elimination Plan:

	2026
Land Bank	
Revenues	520,427
Expenses	450,000
Net	70,427
Beginning Fund Balance	(29,513)
Ending Fund Balances	40,914

Motion Made By:

Motion Supported By:

Roll Call Vote:

Ayes:

Nays:

Absent:

Dated: ____________________ ____

Tom Tikkanen, Chair
Houghton County Board of Commissioners

RESOLUTION DECLARED ADOPTED.

I, Jennifer Kelly, Clerk of Houghton County, do hereby certify and set my seal to the above Resolution as adopted August 11, 2026, at the Houghton County Courthouse, 401 East Houghton Avenue, Houghton, MI 49931.

____

Jennifer Kelly, Clerk

MEMORANDUM

To: Houghton County Board of Commissioners
From: Chelsea Rheault, County Administrator
Date: September 4, 2026
Re: Request for Proposals – Auditing Services

A Request for Proposals (RFP) for Auditing Services has been publicly posted on the Houghton County website since August 11, 2026, with a proposal submission deadline of September 10, 2026.

Deputy Finance Manager Laura Zerbst has been collecting the responses received and will compile the proposals for presentation to the Board of Commissioners at its September 15, 2026 meeting.

Houghton County is currently out of contract for auditing services, and a firm must be selected to perform the County's upcoming audit. The auditing engagement encompasses not only Houghton County's financial statements, but also auditing services for the Western Upper Peninsula Health Department and the Houghton County Road Commission.

Because the selection will impact each of these entities, I have directed Laura to provide the proposals received to the Health Department and Road Commission and request their review and recommendation regarding the selection of an auditing firm.

Laura will also review the proposals from the County's financial and administrative perspective and provide her recommendation to the Board at the September 15 meeting.

The Board should consider the proposals received, along with the recommendations of the Health Department, Road Commission, and Deputy Finance Manager, and select an auditing firm so that the County may proceed with the upcoming audit engagement.

Recommended Action: Review the auditing services proposals and recommendations presented and select an auditing firm to provide auditing services for Houghton County, the Western Upper Peninsula Health Department, and the Houghton County Road Commission.

YEO & YEO

CPAS & ADVISORS

Houghton County

September 10, 2026

Let's thrive.

Yeo & Yeo is a business success partner using the power of listening, perspective, and connected purpose to help our clients, communities, and colleagues thrive. We are grateful for the opportunity to be considered for this initiative, providing guidance on your unique path.

The following pages outline our company, our differences, our proposed relationship, and our commitment to you. If you have any questions, concerns, or clarifications, we're here to help. We appreciate your time and attention.

Thank you.

September 10, 2026

Houghton County
Laura Zerbst
Finance Manager
Submitted to: accounting@houghtoncounty.gov

Dear Laura:

Thank you for considering Yeo & Yeo for your auditing needs. We are pleased to provide this proposal for your audit work for the fiscal year ending September 30, 2026.

Yeo & Yeo is an innovative firm that is among the leading certified public accounting and consulting firms in the country. The following key points highlight our qualifications

- A commitment to performing quality governmental audit, tax and consulting services The firm currently provides services for more than 180 governmental audits.
- Members of the firm's Government Services Group are active in several associations, foundations, boards and committees.
- With our award-winning audit process, our clients recognize greater efficiency, timely turnaround, and overall ease in the audit.
- A clear position of leadership among regional providers of auditing, accounting, business consulting, employee benefits, technology and tax services.
- Members of the firm's Government Services Group are frequent presenters at state and local conferences and trainings.

Yeo & Yeo has the knowledge and experience to furnish the auditing services that you are requesting We adhere to the highest quality standards and are committed to serving timely and efficiently.

We appreciate the opportunity. Thank you for your consideration.

Sincerely,

Alan Panter

Alan D. Panter, CPA, CGFM
Principal, Yeo & Yeo
alan.panter@yeoandyeo.com

Personal. Knowledgeable. Approachable.

Meet Your Engagement Team.

Partner, Supervisory and Staff Qualifications and Experience

Your project will be staffed with individuals who collectively possess the necessary skills in financial management, accounting and auditing, technology, internal controls, and compliance with laws and regulations, together with knowledge of governmental regulatory requirements. The following individuals will be assigned to your audit team.

Alan Panter

CPA, CGFM | Principal
Principal In-Charge

Jamie Rivette

CPA, CGFM | Principal
Concurring Reviewer

Daniel Beard

CPA | Senior Manager

Christina LaVielle

Manager

Alan D. Panter
CPA, CGFM
Principal.

Education
Bachelor of Arts in Accounting from Michigan State University

Professional Certifications
Certified Public Accountant (CPA)
Certified Government Financial Manager (CGFM)

Professional Memberships
American Institute of Certified Public Accountants
Michigan Association of Certified Public Accountants
AICPA Employee Benefit Plan Audit Quality Center
Government Finance Officers Association
Michigan Government Finance Officers Association
Michigan School Business Officials
Detroit Economic Club

Specialty Areas
Audit and consulting for state and local government entities, education, and nonprofit organizations
Employee Benefit Plan Audits
Internal controls and procedures analysis
Single Audits under 2 CFR 200

Experience
Yeo & Yeo (2017 to present)
Abraham & Gaffney (2003-2017)
New World Systems (1997-2002)
Panter Master Controls (1995-1997)
KPMG, LLP (1993-1995)
Ernst & Young, LLP (1992-1993)
Yeo & Yeo, PC (1989-1992)

Community Service
Knights of Columbus Council #15967 – Treasurer
Clarkston-Independence District Library – Board Secretary

Presentation/Presenter
Yeo & Yeo Internal Training
Yeo & Yeo Government Client Training
Michigan Government Finance Officers Association
Central Michigan School Business Officials
Library of Michigan
Michigan Library Association
Michigan Municipal Treasurer's Association
Macomb-St. Clair School Business Officials

Training
MSBO – Business Manager / CPA workshop
MSBO – Annual Conference & Exhibit Show
MICPA – Governmental Accounting & Auditing Conference
GFOA – Annual Conference
AICPA – Employee Benefit Plans Conference
MICPA – EBPAQC Designated Partner Audit Planning
MICPA – Michigan School District Update
MICPA – Audits of Employee Benefit Plans
Employee Benefit Plan Training
Accounting Updates
MGFOA – Annual Conference

Author
Library of Michigan-Public Library Financial Management Guide (2013, 2019, 2021)

Jamie L. Rivette
CPA, CGFM
Principal.

Education
BBA Bachelor Business Administration – Northwood University

Professional Certifications
Certified Public Accountant (CPA)
Certified Government Financial Manager (CGFM)

Professional Memberships
American Institute of Certified Public Accountants (AICPA)
Michigan Association of Certified Public Accountants (MICPA)
Michigan Government Finance Officers Association (MGFOA)
Michigan Association of School Boards (MASB)
Michigan Municipal Executives (MME)
Michigan Municipal League (MML)

Government
GFOA Certificate of Achievement for Excellence in Financial Reporting Program Special Review Committee
Michigan Government Finance Officers Association Accounting & Auditing Standards Committee
Michigan Government Finance Officers Association Past Board Member

Specialty Areas
Municipalities
Audits under *Government Auditing Standards*
Single Audits under 2 CFR 200

Experience
Yeo & Yeo (1999 to present)
Principal
Assurance Service Line Leader
Past Government Team Leader

Community Service
Hemlock School Board of Education, Treasurer
Junior League Community Advisory Board
Hemlock Middle School – Volunteer Cross Country Coach

Presentation/Presenter
Fraud and Prevention in Local Governments
MICPA – "Basic Governmental Auditing"
Michigan Township Association – "GASB Update"
MICPA – "Is Your Audit Paperwork up to Snuff?"
MICPA – "Fraud Risks and Why Internal Controls are Important"
MME & MGFOA – "Preparing for a Headache Free Audit"
MICPA – "First Pensions. Now OPEB. What You Need to Know About GASB 74 & 75"
GASB 84 If you Report Fiduciary Funds, Expect Some Changes
The Case for Internal Controls – Reducing Fraud in Government Entities is Easier Than You May Think
MGFOA Spring Conference – "How to Prepare for a Headache Free Audit"
MGFOA Fall Conference – "Enterprise Fund Accounting"
Are Your Security Systems and Employees Prepared to Fight Off Potential Hackers?
Overcoming the Challenges of Remote Auditing During the COVID-19 Crisis
Analytical Procedures Can Help Make Your Audit More Efficient
What Governments Need to Know About GASB 96 Implementation

Training
Michigan Township Auditors Institute
Michigan Government Finance Officers Association Annual Conference
Government Audit Quality Control Annual Update
Governmental Accounting & Auditing Update
Super Circular – Federal Grants
GASB 68 Implementation
GASB 75 OPEB Implementation: Accounting and Auditing Considerations
State & Local Government Audit Planning Considerations
Michigan Municipal Executives Annual Conference

Daniel A. Beard
CPA
Senior Manager.

Education
Master of Science in Accounting from Eastern Michigan University (2015)
Bachelor of Business Administration from Eastern Michigan University (2010)

Professional Certifications
Certified Public Accountant (CPA)

Professional Memberships
American Institute of Certified Public Accountants (AICPA)
Michigan Association of Certified Public Accountants (MICPA)
Michigan Government Finance Officers Association (MGFOA)
Legislative Committee Member

Experience
Yeo & Yeo (2016-Present)
Senior Manager
Firm Government Team Member
Manager
Senior Accountant
Staff Accountant

University of Michigan (2010-2016)
Financial Specialist
Medical School Associate Administrator
Various Departments

Specialty Areas
Audits of Government
Audits of local school districts
Audits of not-for-profit businesses
Audits of for-profit businesses
Audits of construction contractors
Audits of fraud
Single Audits
Preparation of IRS Form 990 tax returns

Presentation/Presenter
MICPA - Simplifying PTO Under GASB's New Guidance

Community Service
Leadership Ann Arbor
Ann Arbor Chamber of Commerce
Certified Tourism Ambassador – Washtenaw County

Training
School Updates
Accounting Updates
Nonprofit Training
MICPA Applying Uniform Guidance in your Single Audits
IRS Form 990 Training
GASB Updates

Christina LaVielle
Manager.

Education
Bachelor of Science in Professional Accountancy from Central Michigan University (2013)

Professional Memberships
Michigan Government Finance Officers Association

Specialty Areas
Audits of municipalities
Audits of local school districts
Single audits under Uniform Grant Guidance
Audits under *Government Auditing Standards*

Experience
Yeo & Yeo (2014 to present)
- Manager
  - Member of Firm Government Service Team
  - Member of Firm Audit Team

Community Service
Auburn Hills Chamber of Commerce Member
Auburn Hills Chamber of Commerce Golf Committee Member
Auburn Hills Chamber of Commerce Tomorrow's 20 award

Presentation/Presenter
Choosing the Right Auditor for your Government Entity
Beware of These 3 Common Types of Unlawful Expenditures
Common Capital Asset Reporting Issues Encountered by Municipalities

Training
Michigan Government Finance Officers Association Conference
School updates
Single Audit updates
IDEA Training
Nonprofit training
BS&A training

Client References.

Yeo & Yeo brings a depth of experience in your industry. This helps us understand the terminology, the challenges, the processes, the trends, and the potential risks. With this foundation, we create a plan based on the exacting needs of your organization. Knowledge and insight meet personalization and possibilities: a perfect combination.

We have worked with the following organizations and encourage you to reach out to them to help better experience the Yeo & Yeo difference.

Cass County
Jennifer Rentfrow, County Administrator
jenniferr@cassco.org
269.445.4474
120 North Broadway
Cassopolis, MI 49031

City of Manistique
Corey Barr, City Manager
citymanager@cityofmanistique.net
906.376.0670
300 N. Maple St.
Manistique, MI 49854

Lenawee County
Kimberly Murphy, County Administrator
county.administrator@lenawee.mi.us
517.264.4508
301 N. Main St.
Old Courthouse, 2nd Floor
Adrian, MI 49221

Gratiot County
Christopher Oosterhoff, County Administrator
coosterhoff@gratiotmi.com
989.875.5282
214 East Center Street
Ithaca, MI 48847

The Yeo & Yeo Audit Process.

YeoLean is a reimagined, Lean Six Sigma-based audit process, providing greater efficiency and overall ease in the audit engagement. Our professionals come on-site with a purpose of maximizing our immersion while minimizing your time.

YEO LEAN™

Experience quicker turnaround time, thorough communication, and a structured workflow for maximum efficiency. Our award-winning process is more than applying concepts to improve processes, but rather a cultural change of focusing on audit value and continuous improvement. The audit will be performed in accordance with generally accepted auditing standards and the standards applicable to financial audits contained in *Government Auditing Standards*.

Pre-Planning

Pre-planning will assist in determining the information to be gathered during the audit process. Pre-planning includes a meeting with management and the audit committee to determine the logistics of the audit.

Planning

Proper planning assists us in developing an audit plan that focuses on key areas and issues. The planning phase of the audit will include the following to be used in risk assessment:

- Gathering information about the organization and environment
- Reviewing prior year audit results
- Identifying unusual and unexpected financial trends
- Obtaining an understanding of internal controls at both the entity and activity level
- Walking through significant transaction classes
- Consider management override of controls

Risk Assessment

This phase of the audit will include assessing the risk of material misstatement of the financial statements:

- Identifying significant audit areas
- Identifying significant and fraud risks using information gathered during the planning process
- Discussions with employees, management, and the Board
- Assessing risk by audit assertion (existence/occurrence, rights, and obligations completeness, valuation, allocation, and cutoff) for account balances
- Utilization of data extraction software

Audit Plan

The audit plan will be developed to cover the significant audit areas and the risks identified during the risk assessment process. This is the core of the audit and ensures the audit is tailored to your specific needs. This is not a one-size-fits-all audit.

Single Audit

Evaluation and testing of internal controls and compliance of federal awards will be performed in accordance with the 2 CFR 200 compliance supplement and Government Auditing Standards issued by the Comptroller General of the United States. We provide specific testing and risk assessment for each major program based on the fourteen compliance areas.

Reporting

We will prepare the financial statements and disclosures from the trial balance and the information that you provide to us.

The following reports will be provided:

- Opinions on the financial statements in accordance with generally accepted auditing standards
- Internal control over financial reporting and on compliance and other matters based on an audit of financial statements performed in accordance with *Government Auditing Standards*
- Compliance with requirements applicable to each major program and on internal control over compliance in accordance with 2 CFR 200

We will report to those in charge of governance in accordance with professional standards. Management comments will be prepared to provide management with the opportunity to strengthen internal controls and operating efficiency.

The financial statements and communication letter will be reviewed with management before they are finalized to ensure that information has been appropriately interpreted and recommendations are practical.

Document Portal: Suralink.

Suralink is a web-based communication platform that adds transparency and efficiency to your audit. The platform provides a secure file transfer portal, dynamic request list, and real-time workflow updates. Suralink keeps all requests in the same place, making it easier to complete your engagement.

Delegate, Assign, and Filter Requests

- Delegate requests to specific team members and filter requests by status or owner
- The status of each request is indicated by a color and automatically changes with progress

Central Dashboard with Real-Time Progress Updates

- Easily view the percentage of progress of requests and engagements
- See the real-time status overview of each request in a quick view bar
- Each request holds files, comments, assignments, and an activity log
- Set preferences to receive notifications of activity relating to your engagement

Improve Efficiency

- Spend your time getting the job done, not reconciling a messy list of outstanding items
- Download all files in a section, edit a group of requests, communicate with your team, or drag and drop multiple files at the same time—all with just a few clicks

Protect Your Sensitive Information

- Integrate your current two-factor authentication provider or start using Google at no cost
- Protect sensitive information with inactivity time-out and SSL AES 256-bit encryption

suralink

Nurturing A Relationship Built on Success.

Educational Content and Resources.

Yeo & Yeo keeps you informed about important issues affecting your organization and provides the training and resources you need to achieve excellence.

eNewsletters

- Up-to-date information
- Delivered to your inbox
- Custom, timely content

Audit Resource Center

- Tips & Tools
- Easy access on yeoandyeo.com
- Timely Updates

Client Training & Webinars

- Key topics
- Client empowerment & education
- Forum for compliance

eAlerts

- Urgent information
- Changes, deadlines & need-to-know information
- Instant notifications

Blog

- Deep insight
- Timely perspectives
- Fresh analysis from thought leaders

A Focus on Government Audits.

The Yeo & Yeo Difference.

At Yeo & Yeo, we understand the complexity of state and federal compliance requirements. We also understand the importance of working with a partner you can trust. Our work in governmental audits goes beyond the technical; we want to maximize efficiency in a very human, very Yeo & Yeo way. The following sets us apart.

Exceptional People.

Expertise. Empathy. Enthusiasm. All of Yeo & Yeo's experts choose their career path through personal experience and interest, making them extraordinarily dedicated to their work. Yeo & Yeo is known for its exceptional service, professional staff, and the enjoyable experience you will have while working with them.

Deep Experience.

Our statewide firm has over 60 dedicated governmental auditors that provide services to organizations throughout Michigan. We have the knowledge and insight to recognize opportunities and identify specific areas of your organization that can be strengthened.

Timely Communication.

Our start to finish scheduling process ensures accurate pre-planning for a smooth transition. Our clients know what to expect when we arrive on site. We make it a priority to provide frequent updates and communication throughout the entire engagement.

Partner Involvement.

We maintain the same partners on engagements year after year, creating ongoing continuity and deep situational knowledge. Your dedicated partner-in-charge will be onsite and available to you during the audit. A concurring partner will provide a high-level overview for quality control.

A Passion for Community.

It's our passion to invest time, talent, and resources in the communities where we live, work, and play.

Proposed Schedule.

Upon Notification of the Award

Contact with Management
Planning Meeting

January-February

Field Work (Audit Plan)

March

Exit Conference with Management
Financial Statements
Single Audit Report
Management Letter

March or April

Presentation

Professional Fees.

Fees are based on standard hourly rates plus out-of-pocket costs and the time anticipated to complete the audit. Our standard hourly rates vary according to the degree of responsibility involved and the experience level of the personnel assigned to your audit.

The bid is based on our estimate of the time required to audit Houghton County under normal circumstances. Adequate, reconciled supporting data must be readily available to maintain and/or reduce overall cost of a properly conducted financial and compliance audit. The bid is for a full-remote audit. Auditors can come on-site if desired by the County, however all out-of-pocket expenses (travel, lodging, per-diem) will be billed to Houghton County.

The maximum fees for the audit engagement are detailed as follows:

Year	2026
County Audit including preparation of financial statements	$50,000
Single audit	$8,000
Examination and report on Passenger Facility Charges	$3,000
Western UP Health Department Audit	$31,000

The bid includes advice and answers to questions regarding accounting procedures and/or content of the audit report throughout the year that are brief in nature and do not require research.

We consider the services to be provided as a fixed fee engagement. As such, we consider overruns to be our responsibility. For example, if we incur additional time to gain a better understanding of a program or to satisfy ourselves on an issue, our philosophy is that there should be no additional costs to the client. Our planning process reduces the risk of overruns during the course of the audit.

However, if overruns are a result of our determination that not all information has been provided, the inability of staff to provide us with the necessary information to conduct the audit, delays in the process on your part, or new pronouncements or audit requirements not in effect at the time of the proposed fee, additional fees would be billed per the language in our engagement letter. In such a case, the situation would be discussed with you before any additional billings are submitted for payment. *We assure you that you will have no surprises.*

New Accounting Pronouncements or Standard Updates effective following the date of this document may be subject to additional fees. Our fees may be subject to change if the consumer price index (CPI) exceeds the prevailing rate at the date of the proposal.

Fees for the Single Audit include one major program. Should more than one major program be required for us to audit, there would be an additional fee of $3,000 per such program

This proposal is a statement of interest, not a binding contract.

Billing Rates

Staff Level	Rate
Principal	$425 - $515
Senior Manager	$380 - $420
Manager	$300 - $357
Senior Accountant	$240 - $273
Staff Accountant	$185 - $216

Client Responsibilities.

To be respectful of your time and ours, we schedule our client work well in advance. When engagements have to be rescheduled it causes a domino effect, as we likely have other clients scheduled in the new requested time slot, and our staff are likely scheduled on another client. As a result, we may have to put your engagement at the end of the line, and/or change staff. When our staff members finishing the work are not the same as those who started it, the audit is less efficient and more disruptive to you and our staff. Our quote is contingent on the following:

- All items on the assistance list being completed by the due dates indicated
- The audit being performed during the dates scheduled
- All accounts being adequately reconciled by the beginning of scheduled fieldwork
- Accurate information provided to us that does not require subsequent rework
- Suralink is used to provide the assistance list items to us
- Agreement with due dates for items on Client Assistance List
- Work papers should be in Excel, Word, or PDF format
- Trial balance and budget for each fund as of year-end
- Schedules, reconciliations and supporting documentation for each balance sheet account as of year-end
- Schedules and supporting documents for revenue and expense accounts as determined
- Completion of an "internal control audit organizer"
- Written policies and procedures
- Supporting documents for various walk-throughs, tests of transactions and compliance as specifically requested
- Confirmations as requested
- Copies of notes, leases, and agreements in effect during the year and at year-end
- Required certifications
- Minutes for each board meeting held during the period under the audit and all subsequent minutes to meetings prior to the report date
- Organization chart
- List of all board members, management, and any other known related parties
- Prepare Management Discussion & Analysis
- Schedule of Federal Awards (SEFA), or oversight in preparing of the SEFA
- Oversight in the preparation of the financial statements, Government-wide conversion entries, and data collection form
- Additional information for single audit major program testing

If the above items are not met and the engagement needs to be rescheduled or if additional days need to be scheduled, then an additional price of 20% may apply. Beyond this, the time required for rework and posting client requested entries after we have been given the trial balance will be billed at our standard hourly rates.

Thank You for Considering Yeo & Yeo.

We appreciate the opportunity to present this proposal and are committed to helping you achieve your goals. This is more than just a project for us: it's an opportunity to create an important relationship built on success.

Yeo & Yeo's Government Services was created for this exact purpose, and we look forward to the selection process. Beyond your engagement team, you will have access to our full Government audit team of experts. We would love for you to get to know them. Use the link below or scan the QR code to watch a video introducing our team.

Video link: yeoandyeo.com/government-services-engagement-team

If you have any questions or concerns or need clarifications, do not hesitate to contact me.

Let's thrive.

Alan D. Panter, CPA, CGFM
Principal, Yeo & Yeo
alan.panter@yeoandyeo.com
248.239.0900

Professional Auditing Services

Prepared for:
HOUGHTON COUNTY
401 E. Houghton Avenue
Houghton, MI 49931

Maner Costerisan

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2425 E. Grand River Ave.,
Suite 1, Lansing, MI 48912

2851 Charlevoix Dr SE #300,
Grand Rapids, MI 49546

517.323.7500

TO

Laura Zerbst
Finance Manager
Houghton County

FROM

William I. Tucker IV, CPA
btucker@manercpa.com
Maner Costerisan

September 10, 2026

Dear Laura,

We are very excited about the opportunity to provide you with a proposal for professional auditing services for Houghton County for the fiscal year ending September 30, 2026. Our services will include a financial audit of the County's financial statements and other requested services. Our firm will provide timely audit services and a "big picture" report to the Members of the County Board reviewing operations, audit conclusions, and recommendations.

We understand the audit will be performed in accordance with generally accepted auditing standards (GAAS) as contained in the Statement on Auditing Standards of AICPA and to the extent applicable, Government Auditing Standards, and the Uniform Guidance. We will plan our audit assuming the County's financial statements will be prepared in accordance with U.S. generally accepted accounting principles. We will meet the time frames outlined in the request for proposal, assuming the County provides the required trial balances and schedules by the necessary dates.

Why We Believe We Are the Best Qualified

- The engagement principal assigned to your audit has nearly 25 years of experience in governmental auditing and accounting, including extensive experience with GASB 34 financial statements.

- Maner Costerisan's experience includes auditing more than 400 governmental entities including cities, villages, counties, townships, school districts, libraries, health departments, road commissions, other local authorities and agencies, and various departments of the State of Michigan.

- The engagement principal currently serves on the Michigan Committee on Governmental Accounting and Auditing. This committee provides guidance that local units of government may use in complying with accounting and auditing requirements in the State of Michigan. As a result, a considerable amount of time is spent working with representatives of the State Treasury Department, Municipal Finance Commission, and the Department of Transportation.

- The engagement principal assigned to your audit serves as the co-chair of the Michigan Government Finance Officers Association-Accounting Standards Committee. This committee supports governmental accounting and financial reporting advancement through active participation in the review and analysis of proposed pronouncements from authoritative accounting standard-setting bodies.

- Our firm is a member of the Governmental Audit Quality Center (GAQC), established by the American Institute of CPA's (AICPA).

We understand the importance of conducting an engagement in a manner that will cause the least disruption to your office. All of our efforts are directed toward achieving the completion of these projects with the highest degree of quality. We have included our most recent peer review report. We again received a "pass" report.

The accompanying proposal is a firm and irrevocable offer for the financial statement audits of fiscal year 2026 for the County. This proposal is effective for 60 days. We pride ourselves on completing our audits in a timely fashion and will perform the audit of the County's financial statements within applicable deadlines. Our proposal is a written expression of our plan of services and qualifications, but it cannot completely convey the enthusiasm with which Maner Costerisan approaches this opportunity.

I look forward to hearing from you.

Sincerely,

William I. Tucker IV, CPA

William I. Tucker IV, CPA,
Principal
Lansing, Michigan

About Maner Costerisan

Over 115 years in business. That means Maner Costerisan has more than a century of experience in looking toward the future. We've learned a lot over the last 100-plus years, growing from a small, local firm serving mid-Michigan in the early 1900s to one of Accounting Today's Top Regional Firms (2021-2026).

Our growth and success are directly connected to strong relationships with our clients. We listen to their problems and help solve them.

We begin every business relationship by immersing ourselves in your goals, obstacles, and opportunities. We understand where you are today and learn where you want to go tomorrow. This insight empowers us to develop creative, flexible, cost-effective solutions to get you there. Not some vague, one-size-fits-all plan, but a comprehensive, step-by-step blueprint for success. Designed to keep you compliant and turn today's potential into tomorrow's achievements.

We may work with numbers and figures, but it's people and relationships that drive us. Our mission is to enable others to reach their potential.

Every day, this is how we prove "client first" is both our promise and our passion:

- Proactively using our industry experience and knowledge to stay on top of your ever-changing requirements and the latest legislative changes impacting your industry.
- We're a trusted advisor and sounding board, delivering strategic solutions and hands-on guidance to help put you ahead of obstacles.
- Ensuring every client works exclusively with senior-level professionals, experienced in your industry - giving you direct access to our partners and managers every step of the way.
- Listening to your needs and challenges. Developing actionable solutions to help you get where you want to be.

Government Expertise

With Great Power Comes Great Scrutiny - Today, more is expected from government entities, so no one is more dedicated to offering smarter, cost-effective solutions than the experts at Maner Costerisan. We're deeply connected with the Michigan government and have hands-on experience working at every level. This experience empowers us to offer proactive solutions, going beyond just compliance maintenance. Our team knows how to help you get the most of tight budgets and manage talent shortages while staying on top of the shifting laws, rules, and regulations. Whether as a long-term partner or short-term resource, we're here to step in and help make any department stronger, so you can give your best to working for the public good.

Expertise in Action:

INDUSTRY 30 YEARS EXPERIENCE

Over 1.2 billion dollars audited in federal expenditures

MGFOA
MICHIGAN GOVERNMENT FINANCE OFFICERS ASSOCIATION

What Makes Maner Different?

Our professional staff is highly trained to provide services to governmental and nonprofit organizations and related entities in the areas of accounting, taxation, and consulting. Professional training is maintained by staff members through participation in and presentation of educational programs conducted both in-house by our firm and sponsored by national, state, and local professional societies and associations.

We perform these highly complex and regulatory-heavy audits. We are also certified to provide peer reviews of other CPA firms, reviewing their quality control systems to ensure they perform audits at the highest standards.

Other CPA firms seek our experienced professionals to review and grade their performance.

Best of Accounting Client Satisfaction Diamond Award 5

Client service remains at the heart of everything we do at Maner Costerisan. In June 2024, we received our fifth consecutive "Best of Accounting" Client Satisfaction Award from Clearly Rated.

Meet the Team

The team below will be dedicated to supporting the County:

Bill Tucker, CPA
Principal, Director
Audit

About Bill

Bill brings more than 25 years of experience specializing in government and nonprofit auditing and consulting to Maner Costerisan. A member of the firm's Board of Directors, Bill leads Maner's Government team and is a partner in the Audit department. Since joining Maner he's helped spearhead tremendous growth throughout the government division, always looking for innovative solutions to help municipalities and government entities achieve their goals.

Bill consistently provides valuable contributions in the form of thought leadership articles on Maner's website and delivers engaging presentations at industry conferences and committees. Furthermore, he actively takes charge of keeping the entire government team well-informed about the constantly evolving requirements for government entities of various scales.

"Growing up, I was considered a leader due to the hard work and dedication I put into activities. Hard work set up a good foundation of what has driven my success.

When I joined the parenthood rank, it emphasized never knowing what tomorrow can bring and always being 100% prepared for the next day. Making the most out of every day and accomplishing the task at hand changed the way I work every day and drove my success."

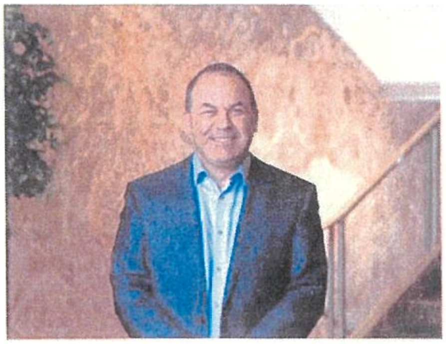
Certifications:

- Certified Public Accountant (CPA)

Memberships:

- American Institute of Public Accountants (AICPA)
- Michigan Association of Certified Public Accountants (MICPA)
- Michigan Governmental Finance Officers Association

Meet the Team (cont.)



Aaron Stevens, CPA
Principal, Director
Audit

About Aaron

With nearly 31 years of public accounting and finance experience, Aaron works exclusively with Maner Costerisan's government and nonprofit clients. A principal and recent addition to the firm's Board of Directors, he specializes in governmental and nonprofit financial statement auditing and consulting, conducting compliance audits for organizations receiving federal funding and subject to Uniform Guidance, and internal audits for District and Circuit courts.

Aaron began his career in public accounting in 1994. Shortly thereafter, he was appointed treasurer and finance director for the City of St. Johns, serving two years in that capacity. After gaining valuable experience in the public sector, he returned to public accounting, where he has remained for more than two decades. Aaron joined Maner Costerisan in early 2019 in a merger with Stevens, Kirinovic & Tucker P.C. (SKT).

> ***"I believe the key factors that drive my success are hard work, determination, and self-accountability. My goal is to be the consultant or advisor that my clients rely on and have confidence in."***

Certifications:

- Certified Public Accountant (CPA)
- Certified Government Financial Manager (CGFM)

Memberships:

- American Institute of Public Accountants (AICPA)
- Michigan Association of Certified Public Accountants (MICPA)
- Michigan Committee on Governmental Accounting and Auditing
- Michigan Nonprofit Association
- Michigan Public Transit Association

Meet the Team (cont.)

Matt Candela
Associate
Audit

About Matt

Matt joined Maner Costerisan in 2020 and is an associate in the Audit department supporting the firm's government clients. In his role, Matt provides audit and assurance services to various governmental clients including counties, cities, townships, villages, road commissions, and various types of transportation authorities, ensuring they stay compliant with state and federal requirements. Matt also serves as a team lead, managing staff, and training new hires on all areas related to governmental audit. Committed to growing his skillset to better serve his clients, Matt is studying to become a Certified Governmental Finance Manager (CGFM).

"One important piece of advice my dad gave me when I was growing up was, "Work hard in silence, and let success be your noise."

Whether it was through school, while playing sports or even in my professional career, that advise continues to resonate with me."

Certifications:

- Certified Public Accountant (CPA)

Memberships:

- American Institute of Certified Public Accountants (AICPA)
- Michigan Association of Certified Public Accountants (MICPA)

Overview & Engagement Scope

Houghton County

Based on the RFP, we understand your needs consist of the following components for the 2026 fiscal year:

- Financial statement audit in accordance with generally accepted auditing standards and *government auditing standards*
- Single Audit subject to Uniform Guidance , if applicable

Mandatory Criteria

Independence

Maner Costerisan is independent with regard to the County. We meet all the independence requirements of Generally Accepted Auditing Standards and Government Auditing Standards in relation to the County.

We affirm that we will follow the AICPA Interpretations of 501-3.

The firm will give the County's management written notice of any professional relationships entered into during the period of this agreement which would impact the independence of, or relationship with, the County.

No member of the County, its Board of Commissioners, staff or agents have a financial interest, partnership, or is employed by Maner Costerisan.

License to Practice in Michigan

Maner Costerisan is properly licensed in the State of Michigan.

GRETCHEN WHITMER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
BUREAU OF PROFESSIONAL LICENSING
CPA FIRM LICENSE

MANER COSTERISAN PC
2425 E GRAND RIVER AVENUE SUITE 1
LANSING, MI 48912-3291

LICENSE NO.	EXPIRATION DATE		
1102000737	07/31/2027	25126070521	THIS DOCUMENT IS DULY ISSUED UNDER THE LAWS OF THE STATE OF MICHIGAN

Overview of Firm

Maner Costerisan was founded in the early 1900s. Since that time, we have grown into the largest local accounting firm in mid-Michigan, and we are recognized as a leader in conducting traditional and non-traditional services in the region. Maner Costerisan's main office is located at 2425 E. Grand River Avenue, Suite 1, Lansing, Michigan 48912. The immediate access to our experts and engagement team results in increased efficiencies and faster completion times for our engagements. In addition, our affiliation with BDO Alliance USA provides us easy access to additional professional and technical resources.

The firm consists of approximately 260 individuals, including 36 shareholders (principals), and more than 50 professionals providing audit services to governmental entities. Most staff join our firm immediately after college through a very selective recruitment program. Our professional staff is highly trained to provide services to governmental and nonprofit organizations and related entities in areas of accounting, taxation, and consulting. Professional training is maintained by staff members through participation in and presentation of educational programs conducted both in-house by our firm and sponsored by national, state, and local professional societies and associations.

The audit of County's financial statements will be performed by full time professionals from our Grand Rapids and Lansing offices.

Our firm participates in the AICPA Peer Review Program of the National Peer Review Committee (NPRC). We have received a "pass" peer review during every review since the inception of the program, including the most recent review in July 2023. We have received approval as a registered firm under the Public Company Accounting Oversight Board (PCAOB) and are a charter member of the AICPA Government Audit Quality Center. Please refer to page 25 for our most recent peer review letter. Our most recent peer review included a review of specific governmental engagements.

We have specific governmental experience and have served as the audit firm for local governments for 30 years. The importance of the institutional knowledge we have gained over the years cannot be overemphasized. We have a long history of working with organizations like yours and believe we are the best firm to service your needs. Our clients have come to expect diversity of services and personal attention, our strength stems from a highly professional and dynamic staff.

Overview of Firm (cont.)

Our clients have shown us that they want the resources of a large accounting organization yet prefer to maintain the close, personal interaction only possible with an independent CPA firm. To expand our services, Maner Costerisan participates in BDO Alliance USA. We are an independent member of the BDO Alliance USA, a nationwide association of independently-owned local and regional accounting, consulting, and service firms with similar client service goals. By supplementing our services, the BDO Alliance USA allows us to:

- Enhance our client services and broaden our capabilities overall
- Expand our domestic and international coverage
- Gain greater technical knowledge in specialty areas
- Utilize professionals with experience in a wide range of industries
- Access the most up-to-date technical information
- Participate in the latest training programs
- Provide our clients with key contacts and sophisticated professionals throughout the U.S.

The BDO Alliance USA brings us the necessary tools to help us better serve our clients with greater flexibility, efficiency, and cost-effectiveness.

The BDO Alliance USA is a subsidiary of BDO USA, LLP, a Delaware limited liability partnership. For more than 100 years, BDO has provided quality service through the active involvement of experienced and committed professionals. The firm serves clients through more than 65 offices and over 750 independent alliance firm locations nationwide. As an independent Member Firm of BDO International Limited, BDO serves multi-national clients through a global network of more than 91,000 people working out of more than 1,600 offices across 167 countries.

BDO USA, LLP, a Delaware limited liability partnership, is the U.S. member of BDO International Limited, a UK company limited by guarantee, and forms part of the international BDO network of independent member firms. BDO is the brand name for the BDO network and for each of the BDO Member Firms.

Members of BDO Alliance USA must undergo a rigorous screening process and are evaluated on professional standards - including a periodic peer review under the auspices of the American Institute of Certified Public Accountants. Maner Costerisan's participation in the Alliance is further assurance that our firm can provide the level of service and resources required to serve effectively and efficiently. We will help you develop solutions that work.

AN INDEPENDENT MEMBER OF
BDO
ALLIANCE USA

Overview of Firm (cont.)

Single Audits

The "Single Audit" is required to be performed for governmental units that expend $1,000,000 or more in federal financial assistance in a fiscal year. This type of audit covers compliance with grant regulations and contract provisions, along with financial areas.

We have attained extensive experience with governmental units related to grant funded programs, either by performing Single Audits or providing monitoring and technical assistance services. We have performed Single Audits for numerous governmental units and nonprofit organizations, and currently perform more than 150 Single Audits annually. All team members assigned to the County's engagement have experience auditing federal programs. This experience would prove beneficial to the County in assisting in applying for and auditing of grants.

Desk or Field Reviews

Single Audits that have been subjected to desk reviews by Federal and State agencies have always received acceptable results on these reviews. We have also received acceptable results on all Federal or State field reviews on our Single Audits. No disciplinary action has been taken or is pending against our firm during the past three years with state regulatory bodies or professional organizations. Our governmental principals have extensive experience with the Single Audit, which assures that audit coverage and reporting requirements are met.

Summary of Qualifications

Your Audit Team

Choosing the right professionals to serve you is a critical element of success. In selecting your service team, we reviewed carefully our understanding of your needs, as well as your plans, and identified the people whose credentials are ideal for you. The individuals we have selected have a demonstrated track record with governmental clients, strong technical backgrounds, and outstanding leadership and communication skills.

Client service and satisfaction are among our prime considerations. One of the most important services we provide our clients is monitoring their needs on a continual basis. This begins at the staff level and progresses all the way to the shareholder-in-charge of your account. We believe it is important that our clients have several resources to help them rather than just one. We have found this type of teamwork facilitates the identification of issues in advance and enables us to plan for them accordingly.

We currently have approximately 235 full time staff members. The key professionals you will work with are indicated in the chart below.

	Member (*)	Relevant Experience	Position
William I. Tucker IV, CPA	1,2,3	25 years	Engagement Principal
Aaron M. Stevens, CPA, CGFM	1,2,3	31 years	Independent Review Principal
Matthew A. Candela	3	8 years	Senior Associate

(*) 1) Member of Michigan GFOA   2) American Institute of CPAs   3) Michigan Association of CPAs

The audit team assigned to your engagement has significant experience in governmental accounting and auditing and provides services to governmental units year-round. Our firm and all of our personnel are committed to providing the highest quality of service. We have not had any complaints leveled against the firm or the individuals listed in this proposal by the AICPA, the State Board of Accountancy, or any other regulatory authority. In addition, upon being selected, an appropriate number of staff would be assigned once detailed schedules of dates have been determined. It is in the best interest of the County as well as Maner Costerisan to maintain continuity of staff on every engagement from year to year and we make every effort to make that possible.

Summary of Qualifications (cont.)

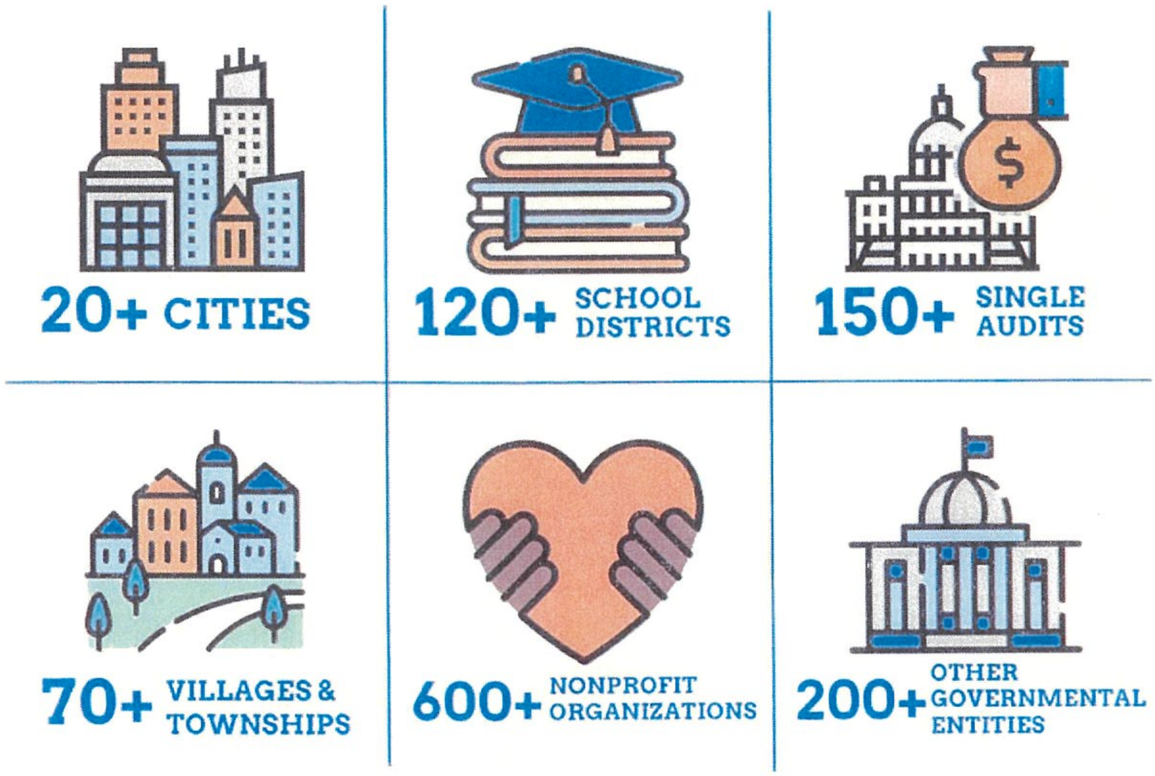
Your Audit Team (continued)

All audit team members obtain continuing professional education through the AICPA and MICPA as required, including the area of governmental accounting and auditing. In addition, we demonstrate our commitment to the governmental industry by participating in the following associations and organizations:

- American Institute of Certified Public Accountants
- Government Finance Officers Association
- Michigan Association of Certified Public Accountants
- Michigan Government Finance Officers Association
- Michigan Municipal Executives
- Michigan Municipal Treasurers Association
- Michigan Townships Association
- Michigan Committee on Governmental Accounting and Auditing
- Michigan Association of Counties
- Michigan School Business Officials
- Michigan Public Transit Association
- Michigan Association of Transportation Systems
- County Road Association of Michigan

Summary of Qualifications (cont.)

Similar Engagements with Other Governmental Entities



Over the past year we have also performed audit or accounting services to more than 16 Michigan counties, representing approximately 20% of the counties throughout the State of Michigan.

Summary of Qualifications (cont.)

References

Governmental Entity:	**Charlevoix County**
Scope:	Financial Audit, Single Audit, and Transits
Most Recently Completed:	September 30, 2025
Partner	Jordan E. Smith, CPA
Total Hours	450
Principal Contact:	Becki King, Finance Director
Email Address:	kingb@charlevoixcounty.org
Phone Number:	(231) 237-0156

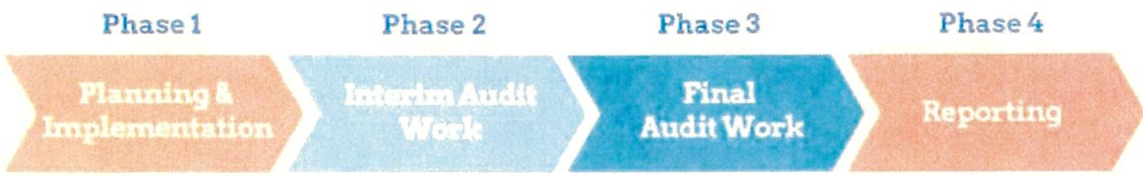
Governmental Entity:	**Benzie County**
Scope:	Financial Audit
Most Recently Completed:	September 30, 2025
Partner	Aaron M. Stevens, CPA, CGFM
Total Hours	260
Principal Contact:	Kelly Long, County Treasurer
Email Address:	KLong@benzieco.gov
Phone Number:	(231) 882-9672

Governmental Entity:	**Antrim County**
Scope:	Financial Audit, Single Audit (when applicable), and Transit
Most Recently Completed:	December 31, 2025
Partner	William I Tucker IV, CPA
Total Hours	230
Principal Contact:	Jeremy Scott, County Administrator
Email Address:	countyadmin@antrimcountymi.gov
Phone Number:	(231) 533-6265

Our Audit Approach

We pride ourselves on understanding our clients and their unique needs. Based on this firm-wide standard, we dive into the audit process by assessing your organization's needs and risks. After digging into the details and getting a better sense of your firm's goals, challenges, and situation, we'll design a tailored audit approach that best fits your circumstances.

Audit Process



Less Stress. More Impact.

While standardizing efficiency can be a profitable strategy, rigid uniformity for its own sake reduces efficiency and creativity. That's why we've adopted a forward-thinking approach that encourages flexibility based on your needs. We're realistic and want to make this process - which can be challenging and overwhelming - as simple as possible for you. Our team constantly brings forward new ideas to make the process easier for our clients while staying true to our professional standards and ethical commitments.

An audit can sometimes feel like one more thing to manage on your already full plate. We schedule our work to minimize the impact on your staff while maximizing the effectiveness of our engagement team and process. Timing can be everything - so we collaborate with you to ensure we're partnering in a way that works for your key stakeholders - on the way to making the audit process less of a headache.

What to Expect

Effective communication, technology, and creative analytical tools are fundamental to our audit process. In addition, we lean into the following key components to ensure our audit process produces an accurate, efficient, and effective audit that follows professional standards. It also provides helpful insight to ensure your plan is doing its best for its participants.

Our Audit Approach (cont.)

Identification of Potential Audit Problems

We do not foresee any potential audit problems. Should any audit problems arise, we will discuss and address them with management so as to minimize the effect on the timely completion of the fieldwork and resulting report.

Key Components of the Audit Process

PLANNING

- While investing in this step takes time, it leads to a more effective and efficient audit.
- In this stage we develop an understanding of your plan and how it operates.

SCHEDULING

- We'll introduce our team ASAP and begin staffing and scheduling your audit, keeping in mind consistency of staff and increased efficiency in long-term engagements.

FIELD WORK & WRAP UP

- We schedule our fieldwork well in advance with predetermined objectives and requested items.

PROGRESS MEETINGS

- We'll set up regular meetings with stakeholders to discuss our status and any open items or challenges we face in completing the audit - so nothing is a surprise

TECHNOLOGY

- We utilize technology to optimize the audit process.
- By leveraging paperless documentation, client portals, and software, we work to streamline and create efficiencies throughout the process.

STAKEHOLDER EXPECTATIONS

- We aim to be the ultimate professionals, respecting your team's time and busy workload.
- We'll work together to help document your systems, prep confirmations, and gather source documents as efficiently as possible.

DEADLINES

- Meeting deadlines is a top priority.
- Absent events beyond our control, be assured we'll meet all deadlines we've collectively established in the Planning stage.

QUALITY CONTROL

- We have an extensive review process to ensure the highest standards are met. A firm principal reviews all services before they're considered "complete."
- It's our policy to lock audit work papers within 45 days of the report date, allowing time to resolve any issues and still meet professional standards.

Timeline

Below is a suggested timeline for the project based on our experience with similar clients. As always, we'll work with you to create a timeline that works best for your team.

Audit For Fiscal Year September 30, 2026	
Planning • Discuss current year audit with management. Assess risk, write/tailor audit programs, test controls, document understanding of transaction cycles, perform SAS 99 procedures, perform preliminary analytical review, prepare confirmations, review minutes, review permanent file information, prepare list of audit schedules to be prepared by client personnel, complete planning. • Formal planning meeting with client. • Consider changes needed due to recent technical pronouncements and management's desire. • Document understanding of internal compliance processes and perform system walkthroughs.	January 2027
Fieldwork • Perform audit testwork including analytical procedures, compliance testing and other substantive procedures. • Meet with management to discuss adjustments and management letter comments. • Conduct exit conference with client. • Review draft financial statements and finalize changes with client.	January 2027
Issue Deliverables (draft for finalization) • Audit report for County and Single Audit, if applicable • Management advisor letters • Audit committee correspondence	March 2027
Presentation to County Board	Mutually Agreed to Date

Additional Service Capabilities

Maner Costerisan's dedicated Government team delivers an unprecedented level of support where you need it most. You'll get guidance from partner-level staff, along with hands-on help proven to lower costs and elevate performance. When every dollar matters, trust Maner to get the job done.

Outsourced Accounting Solutions

From day-to-day accounting support to filling a CFO role, we can supplement your dedicated accounting staff with a team of experts. It's the proven way to lower costs and minimize disruptions to daily operations - all while staying compliant and implementing data-driven financial strategies that can secure a bright future for your municipality.

Technology

When every recourse is precious, the right technology makes all the difference. Our experts can help you customize, implement, and maintain technology that streamlines your accounting, improves communication across departments and delivers actionable financial analytics for better decision-making - all while upholding the highest level of security.

Define Benefit & Contribution Plans

Managing and growing a large asset pool like a government entity's retirement plan is a huge responsibility. Which is why we bring decades of skill and experience to the job - considering countless factors from investment volatility to your fiduciary obligations. Working with our team helps reduce your liability and potentially lowers costs and fees, while giving your employees more choices and control.

Audit & Assurance

When you work for the public, financial transparency and accuracy are essential. We'll complete an independent review of financial statements and provide a detailed report that confirms the reliability of your data - protecting you and the trust of the people you serve.

Wealth Management

While you're working long hours to support your clients and community, we help make sure your money is working for you. Our wealth management experts customize investments around where you are today and where you want to be tomorrow. With our sound, proven investment strategy, you can be confident your money is building toward your personal goals and the retirement of your dreams.

Investment

The cost of the audit is based on the amount of time it takes to perform the audit of the County. Our charges for audit or management services are based on the level of team members necessary to perform the services. The standard hourly governmental audit billings rates are as follows:

Principal	$	300 - 450
Senior Manager		285 - 300
Manager		250 - 285
Senior Associate		180 - 220
Associate		125 - 180
Administrative		105 - 150

Because we are extremely interested in serving the County and the fact that our team members have a great deal of experience working with governmental units, we are proposing a significant discount to our cost estimate. The fees quoted below assume the County records are in reasonable condition and are based on anticipated levels of client assistance and expertise. Should any of these levels of assistance or expertise change significantly during the period of our engagement, we will need to discuss this situation with the County to determine a plan of action for the remainder of the agreement. If circumstances are encountered (i.e., unrecorded accruals, unbalanced records, significant audit journal entries, inadequate staff assistance, etc.), that cause us to spend additional time that was not planned we will discuss the situation with you prior to performing any additional services. During each year of the audit, we will spend approximately 20% more in costs than what is projected, however, we will not bill you for that additional time unless it exceeds the 20% amount which would be caused by circumstances such as those items listed above that would be discussed with County prior to incurring any additional time.

	Fieldwork	Review & Reporting	Total	Rate	Maximum Fee
William I Tucker IV, CPA Engagement Principal	20	12	32	$ 450	$ 14,400
Aaron M. Stevens, CPA, CGFM Independent Review Principal	-	4	4	450	1,800
Matt Candela Senior Associate	50	28	78	284	22,152
To be determined Associate (2)	100	-	100	195	19,500
Administrative personnel	-	6	6	137	822
	170	50	220		58,674
			Less: Discount		(8,774)
			Total Financial Audit		$ 49,900

Investment (cont.)

Year Ending September 30,	Financial Audit
2026	$ 49,900
2027	52,400
2028	54,900
2029	57,400
2030	59,900

The fees quoted above assume that the County will not be required to have a single audit. In any year a single audit is required, there will be an additional fee of $5,000 for a single audit with one major federal program. If additional major federal programs are required to be audited under the Single Audit Act in any given year, there will be an additional charge of $4,000 per additional major federal program audited.

Our proposal is to provide the County with auditing services (attest services), rather than accounting services (non-attest services). The cost schedule detailed above assumes that extensive journal entries to adjust the accounting records (i.e., bookkeeping) will not be required as part of the audit process. If a significant number of journal entries are required in order for the financial statements to be fairly presented, we propose a per entry fee of $200. Creation of required schedules will be the responsibility of County but if the County needs assistance to prepare any of the necessary supporting schedules, we will assist in this and we will perform these services at the above stated rates.

If certain circumstances are encountered, such as significant areas not being ready for audit that delay or disrupt field work or those issues listed above, we will discuss them with you and negotiate additional billings. While we do not expect that there will be additional billings in any audit year, because of the discounted fee that is being proposed, it is important that the County adhere to the agreed-upon audit schedule - allowing us to conduct the audit as efficiently as possible.

Peer Review Report

RPB CPAs
A century of new ideas

Report on the Firm's System of Quality Control

July 31, 2023

To the Principals of Maner Costerisan PC
and the National Peer Review Committee

We have reviewed the system of quality control for the accounting and auditing practice of Maner Costerisan PC (the firm) in effect for the year ended March 31, 2023. Our peer review was conducted in accordance with the Standards for Performing and Reporting on Peer Reviews established by the Peer Review Board of the American Institute of Certified Public Accountants (Standards).

A summary of the nature, objectives, scope, limitations of, and the procedures performed in a system review as described in the Standards may be found at www.aicpa.org/prsummary. The summary also includes an explanation of how engagements identified as not performed or reported on in conformity with applicable professional standards, if any, are evaluated by a peer reviewer to determine a peer review rating.

Firm's Responsibility

The firm is responsible for designing and complying with a system of quality control to provide the firm with reasonable assurance of performing and reporting in conformity with the requirements of applicable professional standards in all material respects. The firm is also responsible for evaluating actions to promptly remediate engagements deemed as not performed or reported on in conformity with the requirements of applicable professional standards, when appropriate, and for remediating weaknesses in its system of quality control, if any.

Peer Reviewer's Responsibility

Our responsibility is to express an opinion on the design of and compliance with the firm's system of quality control based on our review.

Required Selections and Considerations

Engagements selected for review included engagements performed under *Government Auditing Standards*, including compliance audits under the Single Audit Act, and audits of employee benefit plans.

As a part of our peer review, we considered reviews by regulatory entities as communicated by the firm, if applicable, in determining the nature and extent of our procedures.

Opinion

In our opinion, the system of quality control for the accounting and auditing practice of Maner Costerisan PC in effect for the year ended March 31, 2023, has been suitably designed and complied with to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. Firms can receive a rating of *pass*, *pass with deficiency(ies)*, or *fail*. Maner Costerisan PC has received a peer review rating of *pass*.

Reilly, Penner & Benton LLP

Reilly, Penner & Benton LLP

Reilly, Penner & Benton LLP
1233 N. Mayfair Road Suite #302 - Milwaukee, WI 53226-3255 - 414-271-7800
www.rpb.biz

PROPOSAL TO PERFORM THE
September 30, 2026, 2027 and 2028 (Optional 2029 & 2030)

FINANCIAL AUDIT, SINGLE AUDIT, AND OTHER MANAGEMENT ADVISORY SERVICES FOR

County of Houghton
Houghton, Michigan

By

A., Cedric, & Michaels CPA's PLLC

16978 S. Riley Avenue

Kincheloe, Michigan 49788

(906) 495-5952

Contact Person

Kenneth A. Talsma, CPA

September 3, 2026

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A., CEDRIC, & MICHAELS
CPA'S, PLLC
ACCOUNTING • TAX • ADVISORY

September 3, 2026

County of Houghton, Michigan
401 E. Houghton Street.
Houghton, MI 49931

Dear Commissioners:

We appreciate this opportunity to present our qualifications to serve Houghton County, as its independent accountants. We currently are independent accountants for over eighty-three governmental and non-profit entities, including townships, cities, villages, and counties. As noted in our client list, we currently audit ten counties in the State of Michigan. Our partners and staff have extensive experience in auditing this specific type of government.

Our proposal package annexed, addresses our understanding of services to be provided, our qualifications, approach to auditing, proposed fee and additional information requested. The proposal is for a three-year engagement at the County's request. This is an irrevocable offer for 60 days.

Our annual bid includes the accrual basis financial audit for the funds of the County as well as the required governmental compliance letters, the required governance letter, data collection form, annual F-65 report as required by the State of Michigan, and the Uniform Guidance Single Audit Schedules and Compliance Reports.

The information contained in this proposal is intended for the sole use of the County of Houghton, Michigan evaluating our qualifications to perform the proposed engagement and should not be used for any other purpose or be publicly disclosed or distributed to third parties without the written permission of A., Cedric, & Michaels CPA's, PLLC.

Very truly yours,

A., CEDRIC, & MICHAELS CPA'S, PLLC

Kenneth A. Talsma

Kenneth A. Talsma, CPA
Principal

201 E. Hughitt, Iron Mountain, MI 49801 Phone (906) 774-4300

UNDERSTANDING OF SERVICES TO BE PROVIDED

We propose to perform an audit of all includable funds of the County of Houghton, sufficient in scope to enable us to render our opinion on the basic financial statements for the fiscal years ended September 30, 2026, 2027 and 2028 (Optional 2029 & 2030). Our audit would be in accordance with U.S. generally accepted auditing standards and procedures as set forth in the Codification of Statements on Auditing Standards, Statements Published by the National Council on Governmental Accounting and the Governmental Accounting, Auditing and Financial Reporting Statements, the Industry Audit Guide for Audits of State and Local Governmental Units, Uniform Guidance Single Audit Requirements for Financial and Compliance Audits of Governmental Units, Circular A-102, Grants and Cooperative Agreements with State and Local Governments, OMB Circular A-87, Principles for determining Costs applicable to grants, Government Auditing Standards and other requirements, as appropriate.

Our engagement would include preparation of the GASB 34 format Financial Report, and the Single Audit financial and compliance reports, as required. Although the primary purpose of our audit would be to express our opinion on the basic financial statements of the County, we would also prepare a report to management relative to areas within the accounting system where improvements would be appropriate and advantageous. Single audit data collection form, Annual F-65 Report required by the State of Michigan.

At the conclusion of our engagement, we would present the financial and compliance reports, as listed in the "Request for Proposal", to management and the members of the Board of Commissioners at your request, summarize our audit findings and conclusions, and review our communication letter with management and the Commission. One unbound copy, one electronic (Word/Excel Format) copy, and fifteen copies of the financial and compliance reports, would be supplied to the County at the conclusion of the engagement. One report would be electronically filed to the Michigan Department of Treasury.

The following Management Advisory Services would be provided at additional cost as required:

1. Other services as identified and requested.

The primary purpose of our audit is to express an opinion on the financial statements. If conditions are discovered that lead to belief that material errors, defalcations or other irregularities exist we will advise management.

During the course of the engagement if circumstances are encountered that require extended services, the auditor will promptly advise appropriate County personnel. A description of services will be provided but no additional services will be provided without authorization.

Our 2026 engagement fieldwork would begin by January 4th and conclude by January 29th provided all component unit reports are provided. The subsequent years' engagements would begin on a similar schedule of timing based on County approval. A draft audit report of the primary government would be furnished by March 15th; final reports by March 31st. of each year assuming the County is ready for audit by January 4th. each year and the component unit's financial statements are available by February 28th.

INDEPENDENCE

A., Cedric & Michaels, CPA's, PLLC is independent in relation to County of Houghton, Michigan as defined by the U.S. General Accounting Office's Government Auditing Standards.

If we enter into any professional relationships during any period of our engagement as auditors that may affect our independence, we will contact you in writing. This correspondence would indicate our relationship and its effect on your audit.

LICENSURE

Kenneth A. Talsma, CPA, Mike Grentz, CPA, and A., Cedric & Michaels CPA's, PLLC, are properly licensed as certified public accountants in the State of Michigan and are registered with the Michigan State Board of Public Accountancy.

FIRM PROFILE

A., Cedric & Michaels CPA's PLLC, is a mid-western regional certified public accounting firm with offices in Michigan. There are presently ten principals in the firm and upwards of fifty supervisory and professional staff personnel.

Our firm provides services to a diversified group of clients in five basic areas: audit, tax, management consulting (including computer systems analysis), monthly accounting, and financial planning. Our clients include varied types of commercial enterprises, individuals, governmental units, financial institutions, and non-profit organizations.

A., Cedric & Michaels, CPA's PLLC, as evidenced by our client list, is very active in the area of providing services to governmental units. Our involvement includes the normal audit function as well as providing systems and computer consulting as needed by our clients. Recent governmental consulting engagements have included systems design, personnel search, evaluation and implementation of internal computer hardware and software systems, feasibility studies, and user charge rate studies.

The engagement would be performed by our Kinross, Michigan office. The following is a list of personnel and their respective specialties at our office.

Personnel	Title	Specialty
Kenneth Talsma, CPA	Principal	Governmental Audit Principal
Michael Grentz, CPA	Principal	Governmental Audit Principal
Cindy Eicher	Audit Manager	Governmental Audit
Angela Hernandez	Senior	Governmental Audit
Maddisen Hoornstra	Staff	Governmental Audit

OUR SERVICE TEAM QUALIFICATIONS

At A., Cedric, & Michaels, CPA's, PLLC, we believe the key to establishing and maintaining a professional relationship with our clients is to provide superior services through team effort. The team of professionals we have assembled to serve the County of Houghton includes specialists in areas such as governmental auditing and accounting, taxation, and grant expertise. We are very selective in our staff assignments and are proud of their ability to work effectively.

A., Cedric & Michaels, CPA's PLLC

ENGAGEMENT TEAM

Kenneth A. Talsma, CPA
Principal

Michael Grentz, CPA
Principal

Cindy Eicher
Audit Manager

Angela Hernandez
Senior Auditor

Maddisen Hoornstra
Staff

A., Cedric & Michaels, CPA's, PLLC is independent in relation to the County of Houghton as defined by the U.S. General Accounting Office's *Government Auditing Standards*. All staff as listed are properly licensed as certified public accountants in the State of Michigan and are registered with the Michigan State Board of Accountancy. All personnel meet the current Yellow Book guidelines for continuing professional education in order to participate in a governmental audit.

PROFESSIONAL STAFF PROFILES

Kenneth A. Talsma, CPA
Partner Governmental Division

EXPERIENCE	Over thirty-two years of public accounting experience with Anderson, Tackman & Company, PLC, and Gillett, Halverson, & Leonhardt.
PARTIAL LISTING OF GOVERNMENTAL CLIENTS SERVED	Alcona County Antrim County Benzie County Branch County Crawford County Cheboygan County Chippewa County Hillsdale County Houghton County Gladwin County Leelanau County Luce County Mackinac County Mecosta County Menominee County Missaukee County Montmorency County Osceola County Otsego County Presque Isle County Sanilac County Shiawassee County Wexford County
SPECIAL AREAS OF EXPERTISE	Financial auditing & reporting Compliance auditing & reporting Single audit Debt capacity studies Internal control reviews Defalcation consultation Personnel assistance Feasibility study
PROFESSIONAL ACTIVITIES	American Institute of Certified Public Accountants Michigan Association of Certified Public Accountants
EDUCATION	Lake Superior State University Bachelor of Science – Accounting

PROFESSIONAL STAFF PROFILES

Cindy Eicher
Audit Manager - Governmental Division

EXPERIENCE	Over eight years of public accounting experience with Anderson, Tackman & Company, PLC
PARTIAL LISTING OF GOVERNMENTAL CLIENTS SERVED	Alcona County Antrim County Benzie County Bessemer Township City of Sault Ste Marie City of Grayling City of East Jordan City of Frankfort City of Harbor Springs City of Manistee Chippewa County Crawford County Gladwin County Hillsdale County Houghton County Luce County Mackinac County Montmorency County Osceola County Otsego County Presque Isle County Sanilac County
SPECIAL AREAS OF EXPERTISE	Financial auditing & reporting Compliance auditing & reporting Single audit GASB 68 implementation Internal control reviews Act 51 Personnel assistance Feasibility study
EDUCATION	Lake Superior State University Bachelor of Science – Accounting

PROFESSIONAL STAFF PROFILES

Michael Grentz, CPA
Tax/Governmental Audit

EXPERIENCE	Over twenty-five years of public accounting experience and over fifteen of computer consulting with Anderson, Tackman & Company, PLC and Northern Michigan University.
PARTIAL LISTING OF GOVERNMENTAL CLIENTS SERVED	Alger County Houghton County Marquette County City of Ishpeming City of Marquette
SPECIAL AREAS OF EXPERTISE	Auditing and Financial Reporting *Uniform Guidance* Compliance Auditing and Reporting Computer System Conversions (especially QuickBooks) Internal Control Reviews
PROFESSIONAL ACTIVITIES	American Institute of Certified Public Accountants Michigan Association of Certified Public Accountants
EDUCATION	Northern Michigan University Bachelor of Science – Accounting/Computer Information Systems

PROFESSIONAL STAFF PROFILES

Angela Hernandez
Senior Staff – Governmental Division

EXPERIENCE	Over three years of public accounting experience with Anderson, Tackman & Company, PLC
PARTIAL LISTING OF GOVERNMENTAL CLIENTS SERVED	Alcona County Bessemer Township Chippewa/Luce/Mackinac Community Action Human Resource Authority, Inc. City of East Jordan City of Frankfort City of Harbor Springs City of Manistee Eastern Upper Peninsula Transportation Authority Gladwin County Hillsdale County Houghton County Hudson Township Luce County Meceola Central Dispatch Authority Osceola County Otsego County Portage Township Rudyard Township Shiawassee County Village of Newberry
SPECIAL AREAS OF EXPERTISE	Financial auditing & reporting Compliance auditing & reporting Single audit GASB 68 implementation Internal control reviews Act 51 Personnel assistance Feasibility study
EDUCATION	Lake Superior State University Bachelor of Science – Accounting Michigan State University Bachelor of Arts – Linguistics

CPE OF STAFF ASSIGNED

KENNETH A. TALSMA, CPA

Implementation of GASB 34
Governmental Accounting and Auditing Update – Winter, Spring, Summer & Fall
Computer Training Seminar – Go Systems
Ethics in the Audit process
Quality Assurance Conference
Nonprofit Conference
Spring Governmental Accounting and Auditing Conference – 2009, 2010, 2011, 2020
Applying A-133 to Nonprofit and Governmental Organizations
Solving Complex Single Audit Issues for Governmental and Nonprofit Organizations
Implementing the New Risk Assessment Standards
MACPA- Ethics
AICPA National Government and Not-for-Profit Program

CINDY EICHER

Auditing Defined Contribution Retirement Plans
The CPA Report Volumes 2020
The CPA Report Volumes 2019
Governmental Accounting and Auditing Update
Fundamentals for performing a single Audit under Uniformed Guidance for Federal Awards
Governmental &Nonprofit Update
Act 51 training
Transition to COSO
Auditing Defined Contribution Retirement Plans
Applying Uniform Guidance in Your Single Audit
Applying GASB 68
Yellow Book Financial Audits
AICPA's Annual Update: Gov & Nonprofit A&A issues

ANGELA HERNANDEZ

Major Program Determination and an Overview of the OMB Compliance Supplement
Annual Update for Governments and Not-for-Profit Organizations
Yellow Book Financial Audits
Internal Control and COSO Essentials for Financial Managers, Accountants and Auditors
CPA Report Volume 2019
CPA Report Volume 2020
Risk Assessment Deep Dive: How to Avoid Common Missteps
AICPA Governmental Accounting and Auditing Update
Michigan Specific Ethics 2019-21 Edition

MADDISEN HOORNSTRA

Major Program Determination and an Overview of the OMB Compliance Supplement
Annual Update for Governments and Not-for-Profit Organizations
Yellow Book Financial Audits
Internal Control and COSO Essentials for Financial Managers, Accountants and Auditors
CPA Report Volume 2019
CPA Report Volume 2020
Risk Assessment Deep Dive: How to Avoid Common Missteps
AICPA Governmental Accounting and Auditing Update
Michigan Specific Ethics 2019-21 Edition

QUALITY ASSURANCE

A., CEDRIC & MICHAELS, CPA's, PLLC

A., Cedric & Michaels, CPA'S, PLC is a member of the AICPA Division for CPA Firms and has elected to participate in the American Institute of Certified Public Accountants peer review quality control program, a lengthy process that included health departments and other governmental audits. We successfully completed our last review in 2025. A., Cedric & Michaels,, CPA's, PLLC is also a member of the AICPA Governmental Audit Quality Center. The clients of A., Cedric & Michaels, CPA's, PLLC, therefore, receive the services of a quality-oriented organization combined with a personal, non-institutional approach, geared to their specific needs.

All professional staff attend quarterly in-house education courses related to governmental audits. In addition, participating staff attend the MACPA Governmental Audit conference in Lansing each year to stay informed on regulations. A., Cedric, & Michaels, CPA's, PLLC assures quality in the field through work paper review, inspection and conformance to audit programs during the engagement.

Worker's compensation insurance and Commercial Liability Insurance will be maintained during this contract period. All working papers will be retained for five years unless notified in writing by the County.

SIMILAR ENGAGEMENTS WITH GOVERNMENTAL UNITS CURRENT/PRIOR

A., Cedric & Michaels's CPA's, PLLC Kinross office similar engagements are as follows:

Client Name	**Alcona County**
Service	Financial & Compliance Audit (Including the Following Component Units) - Transportation Authority
Date	Fiscal 2011 to present
Partner	Kenneth A. Talsma
Hours	220
Contact Name	Cheryl Franks, Treasurer
Phone Number	(989) 724-9420

Client Name	**Hillsdale County**
Service	Annual Financial and Compliance Audit
Date	Fiscal 2017 to present
Partner	Kenneth A. Talsma
Hours	400
Contact Name	Derek Ringman, Finance Director
Phone Number	(517) 437-2739

Client Name	**Osceola County**
Service	Annual Financial Audit
Date	Fiscal 1999 to present
Partner	Kenneth A. Talsma
Hours	400
Contact Name	Tonia Hartline, Treasurer
Phone Number	(231) 832-6107

SIMILAR ENGAGEMENTS WITH GOVERNMENTAL UNITS CURRENT/PRIOR (Continued)

Client Name	**Chippewa County**
Service	Financial & Compliance Audit and Various Special Projects (Including the Following Component Units) - Health Department - Road Commission - Joint Building Authority - Economic Development Corporation - Transportation Authority Special Projects - Year end closing assistance - modified accrual - Accounting staff recruiting and training - Assistance in implementing an accounting department - Special accounting for Delinquent Tax Revolving Fund - Health Department Cost Reports - Assistance with compliance audits - Other specific sensitive issues - Assistance with Deficit Elimination Plan - Assistance with Public Act 621 Budget Compliance - Assistance with accounting policies and procedures - Assistance with GASB #34 compliance
Date	Fiscal 1984 to present
Partner	Kenneth A. Talsma
Hours	650
Contact Name	Kelly Church, Deputy Administrator
Phone Number	(906) 635-6330

Client Name	**Luce County**
Service	Financial & Compliance Audit (Including the Following Component Units) - Road Commission - Economic Development Corporation - Building Authority - District Health Department Special Projects - Year end closing assistance - modified accrual and accrual - Assistance with computer and general ledger out of balance problems - Transition audit – change of treasurers - Budgeting and debt service - Deficit Elimination Plans and Public Act 621 compliance - Assistance with set up of a separate District Health Department - Assistance with comparative alternatives for building projects for the - Assisting the Road Commission with general ledger and staff training - Assistance with GASB #34 implementation
Date	Fiscal 2018 to present
Partner	Kenneth Talsma
Hours	500
Contact Name	Sharon Price, Clerk
Phone Number	(906) 293-5521

AUDIT APPROACH

Our audit will be made in accordance with U.S. generally accepted auditing standards and will be for the primary purpose of expressing an opinion on the basic financial statements. Our audit would be subject to the inherent risk that errors or irregularities may not be detected; however, if conditions are discovered which lead to the belief that material errors, defalcations, or other irregularities may exist, or if any other circumstances are encountered that require extended services, we will promptly advise the County. In addition, our proposed engagement will encompass only those procedures referred to above, any additional or extended services will not be performed unless they are authorized in the contractual agreement or in an amendment to the agreement.

Our audit approach involves the use of risk analysis and other auditing techniques to maximize our efficiency and to minimize your projected cost. Our work program will be divided into four phases. Briefly, they are as follows:

PHASE 1: **ORIENTATION, REVIEW, AND PLANNING** - to be performed prior to year end

Our principal objectives would be to:

Familiarize ourselves with the County's accounting policies and operating procedures, budgeting, policy manuals, and computer information systems.

Meet with management to discuss our audit plan and the scope of the audit.

Determine the amount of reliance, based on questionnaires and narratives, we can place on your internal controls and develop an audit program designed for your system.

Plan and coordinate the audit procedures that will be performed by us and those that can be performed by the County's staff.

PHASE 2: **DETAIL TESTING OF THE SYSTEMS & RELATED COMPLIANCE ISSUES** – to be performed prior to year end

This phase of the audit would involve:

A confirmation of our understanding of the County's system of internal control over its assets and liabilities as well as the operational system through testing of transactions and other analytical procedures in conformance with laws and regulations. This would encompass random and haphazard samples between 10 and 60 transactions.

A review of procedural findings and their effect on the audit procedures would then be conducted.

AUDIT APPROACH (Continued)

PHASE 3: YEAR END PROCEDURES

Our year end procedures include:

Performing the year end audit fieldwork, including supporting various assets and liability account balances and analyzing appropriate revenue and expenditure accounts. Proposed audit adjustments would be determined during this phase and we would review with the appropriate personnel the validity of those proposed adjustments.

Electronic Data Processing would be used in working trial balance preparation and analytical review. Analytical review would involve examination of budget variances, prior and current period performance, and ratio analysis.

PHASE 4: AUDIT FINALIZATION

This phase would involve:

The preparation of our reports on the audited financial statements and the related compliance reports utilizing governmental & word processing software.

Preparing our letter of comments and recommendations incorporating our interim and year-end observations and suggestions for improvements.

The delivery and presentation of these reports to the County Board.

Phase 1 and 2 would be substantially completed at the preliminary field work stage. We would anticipate selecting sample sizes of from 10-60 items using random number generation software. We also anticipate using Excel and Microsoft Word. We anticipate using this software to aid us in planning the extent of detail testing and final analytical review based upon final adjusted trial balances by fund. We would anticipate updating our permanent files which contain narratives and flowcharts of the County's systems. We subscribe to and use Practitioners Publishing Company audit manuals and programs which we customize to our individual clients needs. These manuals, in conjunction with other technical publications such as the GAO "Yellow Book" and state audit bulletins, assist us in determining which laws and regulations that will be subject to audit test work. We are also familiar with "Civic Systems", "Fund Balance", "Accu-Comp", "S.D.S.", "Resource", "Manatron", "BS&A", "Munis", and other municipal software packages.

We feel by careful planning, our familiarization with governmental audits and the utilization of a proper audit work schedule we will minimize the disruption to your operations. This would be an important goal throughout all of the phases above.

During the course of the fieldwork, we would perform our audits of the Federal Programs. The audit would be in accordance with the auditing requirements as outlined in our Understanding of Services to be Performed. Accordingly, we will select the necessary procedures to test compliance and to disclose noncompliance with specified laws, regulations, and contracts.

PROPOSED STAFF HOURS

A total of 300 audit hours will be required to complete the basic audit engagement of the County as detailed in the audit approach segment.

AUTHORIZED NEGOTIATOR

Kenneth A. Talsma, CPA, Principal is the authorized negotiator for the purposes of this proposal and is authorized to submit this proposal and bind A., Cedric & Michaels, CPA's, PLLC, 16978 S. Riley Avenue, Kincheloe, Michigan 49788 – Phone 906-495-5952.

FIELDWORK AND TIMETABLE

To ensure completion of the engagement in a timely manner, we propose the following timetable:

- Preliminary fieldwork to be completed in January.
- Client prepared year end trial balances available by January 4th, including accruals
- Year end fieldwork to begin in January and be completed before January 29th.
- Exit Conference and SAS61 compliance meeting to take place prior to March 15th as well as the formal Board Presentation

Note: The date of issuance of the final report is dependent on the receipt of third-party confirmations and component unit reports. Draft fund statements will be available within two weeks of the completion of fieldwork for the primary governmental unit.

PRICE AND COST ANALYSIS

The following Price and Cost Analysis for the preparation of the **County's Financial Audit**:

	Standard Rate	Total Hours	Fee
Manpower Costs:			
Principal	$ 210	40	$ 8,400
Manager/Supervisor	130	50	6,500
Other Staff	110	185	20,350
Clerical	50	25	1,250
2026 Proposed Fee		300	$ 36,500
2027 Proposed Fee			37,000
2028 Proposed Fee			38,000
Total Three-Year Proposal			**$ 111,500**
Optional 2029 Proposed Fee			$ 39,000
Optional 2030 Proposed Fee			$ 39,500

The following Price and Cost Analysis for the preparation of the **County's Single Audit** (if required):

	Standard Rate	Total Hours	Fee
Manpower Costs:			
Principal	$ 210	8	$ 1,680
Manager/Supervisor	130	10	1,300
Other Staff	110	15	1,650
Clerical	50	2	100
2026 Proposed Fee		35	$ 4,730
2027 Proposed Fee			5,000
2028 Proposed Fee			5,000
Total Three-Year Proposal			**$ 14,730**
Optional 2029 Proposed Fee			$ 5,100
Optional 2030 Proposed Fee			$ 5,200

PRICE AND COST ANALYSIS

The following Price and Cost Analysis for the preparation of **Houghton County Road Commission's** financial statements and supplementary schedules:

	Standard Rate	Total Hours	Fee
Manpower Costs:			
Principal	$ 272	25	$ 6,800
Manager/Supervisor	150	10	1,500
Other Staff	80	65	5,200
2026 Proposed Fee		108	$ 13,500
2027 Proposed Fee			14,175
2028 Proposed Fee			14,900
Total Three-Year Proposal			**$ 42,575**
Optional 2029 Proposed Fee			$ 15,650
Optional 2030 Proposed Fee			$ 16,400

The following Price and Cost Analysis for the preparation of the **Western Upper Peninsula Health Department's** financial statements and supplementary schedules:

	Standard Rate	Total Hours	Fee
Manpower Costs:			
Principal	$ 210	10	$ 2,100
Manager/Supervisor	130	25	3,250
Other Staff	110	40	4,400
Clerical	50	10	500
2026 Proposed Fee		85	$ 10,250
2027 Proposed Fee			10,500
2028 Proposed Fee			11,000
Total Three-Year Proposal			**$ 31,750**
Optional 2029 Proposed Fee			$ 11,500
Optional 2030 Proposed Fee			$ 12,000

PRICE AND COST ANALYSIS (Continued)

If the Houghton County Road Commission and the Western Upper Peninsula Health Department are required to have a single audit, it would be included in the County's Single Audit.

Out of pocket costs related to the audit's referred to above will be the responsibility of A., Cedric, & Michaels, PLLC.

Telephone consultation is included in the Price and Cost Analysis.

Fee is a "not to exceed" amount.

Our hourly rate charged for other management advisory services rendered at your request will be similar to the rates listed above for actual hours incurred. A separate contract may be utilized.

The proposed fees anticipate the cooperation of your staff in pulling documents and preparing correspondence at our request. They also anticipate providing the items in our "Items needed from Client Listing". If these procedures/items are not provided, additional fees may be charged. Additionally, the County is required to provide complete infrastructure and depreciation records, GASB 34 Accrual based entries and amount calculation, Management's Discussion and Analysis and a Schedule of Expenditures of Federal Awards.

SAMPLE "PBC" LIST

We have included a sample "Prepared by Client" list for a sample county engagement to give you an idea of the type of information we will need to complete the engagement. A specific "PBC" list for the County of Houghton will be developed if we are awarded the audit contract.

SAMPLE "PBC" LIST (Continued)

SAMPLE COUNTY

ITEMS TO BE PROVIDED BY CLIENT

For the Year Ended September 30, 2026

In connection with the audit of your basic financial statements as of and for the year ended September 30, 2026, please provide A., Cedric, & Michaels CPA's, PLLC with the following items.

In an attempt to transition to paperless audits, please provide requested items in digital format where possible.

Cash, Investments & Fund Balances

1. Bank statements and bank reconciliations for all County cash and investment accounts for the period October 1, 2025 through September 30, 2026.
2. Listing of authorized bank signers for all accounts, noting any changes during fiscal 2026.
3. Schedule of petty cash funds by department.
4. Schedule in accordance with GASB 54 fund equity as of September 30, 2026.
5. Reconciliation of beginning fund balance for 2026 to the 2025 audit report.
6. Schedule and supporting documentation for all investments as of September 30, 2026.
7. Schedule of restricted and designated cash and fund balances as of September 30, 2026.

Receivables, Taxes & Interfund Activity

8. Detailed listing of accounts receivable as of September 30, 2026, by fund.
9. Receipt registers for the period October 1, 2025 through November 30, 2026.
10. Detailed listing of delinquent real and personal property taxes receivable by fund as of September 30, 2026.
11. Tax Collection Record for fiscal year 2026 showing totals ordered, collected, and outstanding by tax type (current, delinquent real, delinquent personal).
12. Copies of 2025 and 2026 Tax Rate Requests for the County.
13. Listing of cooperative reimbursement receivables as of September 30, 2026.
14. Schedules reconciling interfund balances and activity (due to/due from other funds; transfers in/out) as of September 30, 2026.
15. Listing of available deferred revenue as of September 30, 2026.
16. Copies of any new or amended revenue-related policies or procedures adopted during fiscal 2026
17. DDA Capture Value Report for fiscal 2026.

Payroll, Benefits & Related Accruals

1. Listing of all County employees, including date of hire, current rate of pay, and department.
2. Listing of sick and vacation pay accrued during the year ended 9/30/26, showing employee sick hours accrued, vacation hours accrued and the pay rate.
3. Payroll register for the first payroll in October 2026.
4. Detailed listing of accrued payroll and accrued vacation and sick leave as of September 30, 2026.
5. Deferred compensation plan reports for fiscal 2026.
6. Copies of Forms W-3, 940, and 941 filed during fiscal 2026.
7. Copies of MESC Form 1020 quarterly contribution reports for fiscal 2026.
8. Copies of any amended or new union contracts during fiscal 2026.
9. Organizational chart, if changed

SAMPLE "PBC" LIST (Continued)

Pension & OPEB Information (GASB 68 / 75)

1. Actuarial valuation reports applicable to the County for pension and OPEB plans used in fiscal year 2026.
2. Census/participant data provided to the actuary, including covered payroll, employee listings, and contribution data used in the actuarial valuations.
3. Employer contribution schedules and support for quarterly contributions made during fiscal 2026.

Payables, Prepaids & Other Liabilities

4. Detailed listing of accounts payable as of September 30, 2026.
5. Detail of prepaid expenses as of September 30, 2026.
6. Listing of outstanding liabilities for District Court Bonds, Circuit Court Bonds, and Inmate Trust Accounts as of 9/30/2026.
7. Listing of intergovernmental contracts affecting the September 30, 2026 fiscal year.
8. Listing of current leases and subscription-based information technology arrangements in effect during fiscal 2026.

Capital Assets & Long-Term Obligations

9. Fixed asset schedules as of September 30, 2026.
10. Detailed listing of fixed assets for all governmental and proprietary funds, including depreciation schedules.
11. Schedule of capital asset additions and disposals during fiscal 2026, including supporting documentation.
12. Debt schedules and bond amortization tables for all outstanding debt.
13. Copies of any new grant or lease agreements entered into during fiscal 2026.

Budgets & Accounting Records

14. Copy of original and final amended budget for fiscal 2026.
15. Schedule of actual-to-budget revenues and expenditures as of September 30, 2026.
16. General ledger for all County funds.
17. Trial balance for all funds as of September 30, 2026 (Excel format preferred).

Governance, Legal & Compliance

1. Board minutes for fiscal 2026 through year-end fieldwork.
2. Current board roster with contact information, including email addresses.
3. Schedule of insurance coverage in effect as of September 30, 2026.
4. Listing of pending or threatened litigation and related legal counsel, if any.
5. Listing of fraud, illegal acts, or noncompliance matters identified or suspected during fiscal 2025.
6. Listing of commitments and contingencies, including guarantees, long-term leases, and letters of credit.

Subsequent Events & Related Parties

7. Description of significant events occurring after September 30, 2026 that may affect the financial statements.
8. Listing of related-party transactions or potential conflicts of interest, if any.

Federal Awards / Single Audit

9. Schedule of expenditures of federal awards for the year ended September 30, 2026.
10. Copies of federal grant agreements, award letters, and pass-through documentation.
11. Grant expenditure detail supporting amounts reported on the SEFA, by program and CFDA/ALN number.
12. Upon completion of the basic financial statements, management will be asked to complete the MD&A section (template will be provided).

AUDIT CLIENT LISTING

Governmental auditing and accounting is a significant portion of our practice and currently represents over 70% of our gross fees. To assist you in evaluating our qualifications, we have listed below some of our current clients for which we provide audit services. Should you desire to discuss any of the services performed or the qualifications of our firm, we would be pleased to have you contact any of our clients directly.

A., CEDRIC, & MICHAELS CPAS, PLLC

	CLIENT	CONTACT PERSON	TELEPHONE NUMBER
STATE OF MICHIGAN:			
*	Sault Ste. Marie Bridge Authority	Peter Petainen	(906) 635-5255
COUNTY AUDITS:			
*	Alcona County	Cheryl Franks	(989) 724-9420
*	Alger County	Pamela Johnson	(906) 387-4535
*	Chippewa County	Kelly Church	(906) 635-6330
*	Hillsdale County	Stephenie Kyser	(516) 437-4700
*	Houghton County	Chelsea Rheault	(906) 482-8307
*	Luce County	Gary Moulton	(906) 293-5521
	Marquette County	Sue Vercoe	(906) 228-1570
	Menominee County	Brian Bousley	(906) 863-7779
*	Osceola County	Tonia Hartline	(231) 832-6107
	Schoolcraft County	Dan McKinney	(906) 341-3618
*	Shiawassee County	Julie Sorenson	(989) 743-2331
COUNTY ROAD COMMISSIONS:			
	Alger County	Jim Gariepy	(906) 387-2042
*	Chippewa County	Brian Decker	(906) 635-5295
*	Emmet County	Brian Gatowski	(231) 347-8142
	Iron County	Darlene Anderson	(906) 875-6762
*	Luce County	Gary Moulton	(906) 293-8161
CITY AUDITS:			
*	City of East Jordan	Heather Jackson	(231) 536-3381
*	City of Frankfort	Christine Spence	(231) 352-7116
	City of Gladstone	Darla Falcon	(906) 428-2311
*	City of Gladwin	Angela Bigham	(989) 426-9231
*	City of Harbor Springs	Nick Whitaker	(231) 526-2104
	City of Ishpeming	John Korhonen	(906) 485-1091
*	City of Houghton	Eric Waara	(906) 482-1700
*	City of Mackinac Island	Rick Linn	(906) 847-6002
*	City of Manistee	Ed Bradford	(231) 723-2558
	City of Manistique	Sheila Aldrich	(906) 341-2290
	City of Marquette	Gary Simpson	(906) 228-0415
	City of Munising	Doug Bavin	(906) 387-2095
	City of Negaunee	Paul Waters	(906) 475-7400
*	City of St. Ignace	Andrea Insley	(906) 643-8545

AUDIT CLIENT LISTING (Continued)

A., CEDRIC, & MICHAELS CPAS, PLLC

	CLIENT	CONTACT PERSON	TELEPHONE NUMBER
	TOWNSHIP AUDITS:		
	AuTrain	Mary Rogers	(906) 892-8265
	Bark River	Kenneth Viau	(906) 466-2281
*	Bois Blanc	Joan Shroka	(231) 634-7275
*	Brevort	Brian Olsen	(906) 643-9914
*	Charter Township of Calumet	Robin Hicks	(906) 337 2410
	Champion	Berl LaPin	(906) 339-2920
*	Chippewa	Tami L. Beseau	(906) 274-5319
	Chocolay	Mary Sanders	(906) 249-1448
*	Clark	Susie Rutledge	(906) 484-2672
	Duncan	Jane Wyatt	(906) 524-6966
	Garden		(906) 644-2447
*	Hendricks	Cheryl Hood	(906) 595-7320
*	Hudson	Al Garavagalia	(906) 595-7202
	Humboldt	Barb Maki	(906) 339-2927
	Inwood		
	Ishpeming	Susan Jandron	(906) 485-5411
*	Lakefield Township		
	Michigamme	John Olson	(906) 323-6608
	McMillan	Joe Villemure	(906) 293-8798
	Munising	Selina Balko	(906) 387-4404
	Onota	Nancy Bennett	(906) 343-6535
*	Peaine	William Kohls	(231) 448-2150
	Pentland	Tom Ball	(906) 293-9936
*	Pickford	Linda Miller	(906) 647-3361
*	Pickford Township Sewer Authority	Fred Radon	(906) 647-3361
*	Portage	Pat McGlonklin	(906) 586-9522
	Republic	Gary Johnson	(906) 376-8827
	Richmond	Teresa Luetzow	(906) 475-4180
*	Rudyard	Bruce Berkompas	(906) 478-5401
*	Seney	Janice Bonifield	(906) 499-3394
	Skandia	Marilyn Keto	(906) 942-7404
	Spur	Linda Legacy	(906) 323-6156
*	St. Ignace	Sheri Oja	(906) 430-7476
	Thompson		
	Tilden	Jason Brown	(906) 485-1029
	Village of Chatham	Paul Whitmarsh	(906) 439-5608

*Clients of our Kinross office

1102025892APP26

DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
BUREAU OF PROFESSIONAL LICENSING
P.O. BOX 30670
LANSING, MI 48909

A., CEDRIC, & MICHAELS CPA'S, PLLC
102 W WASHINGTON ST, STE 109
MARQUETTE, MI 49855

COMPLAINT INFORMATION:
THE ISSUANCE OF THIS LICENSE SHOULD NOT BE CONSTRUED AS A WAIVER, DISMISSAL OR ACQUIESCENCE TO ANY COMPLAINTS OR VIOLATIONS PENDING AGAINST THE LICENSEE, ITS AGENTS OR EMPLOYEES.

FUTURE CONTACTS:
YOU SHOULD DIRECT INQUIRIES REGARDING THIS LICENSE OR ADDRESS CHANGES TO THE DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS BY EMAILING BPLHELP@MICHIGAN.GOV OR CALL (517) 241-0199

YOUR LICENSE MUST BE DISPLAYED IN A PROMINENT PLACE.

GRETCHEN WHITMER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
BUREAU OF PROFESSIONAL LICENSING
CPA FIRM LICENSE

A., CEDRIC, & MICHAELS CPA'S, PLLC
102 W WASHINGTON ST, STE 109
MARQUETTE, MI 49855

LICENSE NO.	ORIGINAL ISSUE DATE	EXPIRATION DATE	
1102025892	06/03/2026	07/31/2028	26154080612

THIS DOCUMENT IS DULY ISSUED UNDER THE LAWS OF THE STATE OF MICHIGAN

Gmail

Shane Ellison <shane.ellison@andersontackman.com>

Re: Peer Review change form

1 message

Karen Guerra <kguerra@micpa.org> Wed, Jul 15, 2026 at 1:41 PM
To: Shane Ellison <shane.ellison@andersontackman.com>

Good afternoon, Shane:

The AICPA just informed me the processed the dissolution - see the snip of their email highlighted below:

Hey Karen,

We have processed the dissolution. We did a name change for firm 900010001417 to A., Cedric, & Michaels, CPAs, PLLC. With William as the Managing Partner and Shane as the Peer Review Contact.

Please let Shane know that they listed both William and him as the Managing Partner and in PRIMA, we can only list one of them. Also Williams email address is listed as wsheltro@atcomqt.com, if that needs changed just let us know.

Also, please let Shane know that I spoke with our Technical Managers and one of our CPAs will be reaching out to him directly regarding the questions he had on the phone.

Please let me know if you have any questions.

You should be able to

Karen Guerra
Peer Review Director
Michigan Association of CPAs
Office: 248.267.3700
Direct: 248.267.3718

ANDREWS HOOPER PAVLIK PLC
844-497-5300 | www.ahp.cpa

Report on the Firm's System of Quality Control

April 28, 2026

To the Partners of Anderson, Tackman & Company, PLC
and the Peer Review Committee of the
Michigan Association of Certified Public Accountants

We have reviewed the system of quality control for the accounting and auditing practice of Anderson, Tackman & Company, PLC (the firm) in effect for the year ended May 31, 2025. Our peer review was conducted in accordance with the Standards for Performing and Reporting on Peer Reviews established by the Peer Review Board of the American Institute of Certified Public Accountants (Standards).

A summary of the nature, objectives, scope, limitations of, and the procedures performed in a system review as described in the Standards may be found at www.aicpa.org/prsummary. The summary also includes an explanation of how engagements identified as not performed or reported on in conformity with applicable professional standards, if any, are evaluated by a peer reviewer to determine a peer review rating.

Firm's Responsibility

The firm is responsible for designing and complying with a system of quality control to provide the firm with reasonable assurance of performing and reporting in conformity with the requirements of applicable professional standards in all material respects. The firm is also responsible for evaluating actions to promptly remediate engagements deemed as not performed or reported on in conformity with the requirements of applicable professional standards, when appropriate, and for remediating weaknesses in its system of quality control, if any.

Peer Reviewer's Responsibility

Our responsibility is to express an opinion on the design of and compliance with the firm's system of quality control based on our review.

Required Selections and Considerations

Engagements selected for review included engagements performed under *Government Auditing Standards* including compliance audits under the Single Audit Act and an audit of an employee benefit plan.

As a part of our peer review, we considered reviews by regulatory entities as communicated by the firm, if applicable, in determining the nature and extent of our procedures.

Opinion

In our opinion, the system of quality control for the accounting and auditing practice of Anderson, Tackman & Company, PLC in effect for the year ended May 31, 2025, has been suitably designed and complied with to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. Firms can receive a rating of *pass*, *pass with deficiency(ies)* or *fail*. Anderson, Tackman & Company, PLC has received a peer review rating of *pass*.

Andrews Hooper Pavlik PLC

PROPOSER GUARANTEES

A. The proposer certifies it can and will provide and make available to the County of Houghton, at a minimum, all services set forth in the Understanding of Services to be Provided and the County of Houghton Request for Proposals.

____
Signature of Authorized Proposer Representative

KENNETH A. TALSMA, CPA
Name (typed)

PRINCIPAL - GOVERNMENTAL SERVICES
Title

A., CEDRIC & MICHAELS, CPA'S, PLLC
Firm

September 3, 2026
Date

MEMORANDUM

To: Houghton County Board of Commissioners
From: Chelsea Rheault, County Administrator
Date: September 15, 2026
Re: Sharon Avenue Property – Roof Truss

Todd, the County Building Official, may be able to provide the Board with additional technical and project-specific context regarding this matter. Vice Chairman Roy Britz has also been attending project meetings with OHM and may be able to provide additional information regarding the discussions and proposed work.

It is my understanding that additional trusses need to be installed within the existing structure at the County's Sharon Avenue property to provide the necessary support for the roof.

Based on the information available to me at this time, I understand the anticipated cost of this work to be generally in the range of [redacted] However, an official cost estimate/quote is still being awaited from Evan Huhta of OHM as of the date of this memorandum. Therefore, the [redacted] figure should be considered an estimate and not a final project cost.

The County does have a budgeted allowance for County property repairs that is available to support this expenditure.

Once the official cost information is received from OHM, the Board can consider the final amount and determine whether to authorize the work. Todd and Vice Chairman Britz may provide additional context at the meeting regarding the necessity, scope, and status of the project.

Recommended Action: Review the final cost information, if available at the time of the meeting, and consider authorization of the necessary roof truss work at the Sharon Avenue property, with the expenditure charged to the applicable County property repairs budget.

Outlook

Fw: 2027 MSUE MoA budget request

From Paige Setter-Hallwachs <paige.setter@houghtoncounty.gov>
Date Thu 7/30/2026 1:11 PM
To Agenda <agenda@houghtoncounty.gov>

Paige Setter-Hallwachs
Administrative Coordinator & Human Resources
906-482-8307
Internal ext. 312
External ext. 2

From: Chelsea Rheault <chelsea@houghtoncounty.gov>
Sent: Wednesday, July 29, 2026 5:53 PM
To: Paige Setter-Hallwachs <paige.setter@houghtoncounty.gov>
Subject: Fw: 2027 MSUE MoA budget request

Please add him to the agenda

Get Outlook for iOS

From: Putnam, Paul <putnampa@msu.edu>
Sent: Wednesday, 29 July 2026 17:52:17
To: Chelsea Rheault <chelsea@houghtoncounty.gov>
Subject: 2027 MSUE MoA budget request

Good afternoon Chelsea:

I trust you are well.
We are requesting $50,275 for FY 2027 for the MSUE MoA. This is a 3% increase from last years amount.
I am glad to have further discussions with you and/or the county board.
I would also like to request a spot on the Aug 11th board meeting to provide an update to the board and answer any questions they may have.
Also, I am meeting with the architect and Commissioner Britz on Friday of next week.

Thanks for your help.
Paul

Paul Putnam – District Director

District 1
Serving Delta, Menominee, Dickinson, Iron, Gogebic, Ontonagon, Baraga, Houghton, and Keweenaw Counties

Paul Putnam
District 1 Director
Michigan State University Extension
S. 904 Highway 41
Stephenson, MI 49887
Cell = 906-290-3210
E-mail = putnampa@msu.edu
signature_1774736129

Upper Peninsula Commission for Area Progress
P.O. Box 606 • Escanaba, Michigan 49829
(906) 786-4701 • Fax (906) 786-5853
www.upcap.org

Sept BOC

Received on
AUG 18 2026
County Clerk

July 29, 2026

Jennifer Kelly
Houghton County Clerk
401 E. Houghton Avenue
Houghton, MI 49931

Dear Ms. Kelly

Re: 2027 UPCAP Services, Inc., Dues from Houghton County

As you begin preparing your county budget for 2027, we respectfully request that UPCAP be included in your annual appropriations.

Our dues request for 2027 remains **$1,100.00**, which is identical to last year's amount. Based on a per-capita formula, these dues rates have remained unchanged since 1974.

Payment of these dues represents a "good faith" demonstration of your county's continued support for UPCAP and our mission. Crucially, these funds are used primarily to match state and federal grants—maximizing the value brought back to our region—as well as to reimburse Board members for travel to UPCAP meetings.

Thank you for your ongoing partnership. If you have any questions or require additional documentation, please feel free to contact our office.

Sincerely,

Jonathan Mead

Jonathan Mead
President

JM:tl
cc: Gretchen Janssen, UPCAP Board Member

Western Upper Peninsula
Health Department

Sept. BOC

July 29, 2026

Jennifer Kelly, County Clerk
Houghton County Courthouse
401 E. Houghton Avenue
Houghton, MI 49931

Dear Ms. Kelly:

At its regular board meeting on July 27, 2026, the Western U.P. Board of Health established county appropriation levels for 2027. The appropriation amounts for counties in the health department region are set according to the formula agreed to in the Intergovernmental Agreement forming the health department.

For 2027, Houghton County's appropriation is as follows:

Requested Appropriation $363,458

Please contact me if you have any questions.

Sincerely,

Peter D. Baril
Health Officer/Administrator

PB/jh

Received on
AUG 18 2026
County Clerk

Western U P Health Department
2026 Local County Appropriation Request

Calculations using 2026 SEV and 2020 Census

County	Real Property	Personal Property	Combined Property SEV	2020 Population	Portion Of SEV	Portion of Population	Mean %
Baraga	$ 534,366,958	$ 79,034,218	$ 613,401,176	8,158	12.06%	12.04%	12.05%
Gogebic	1,054,799,474	143,241,347	1,198,040,821	14,380	23.55%	21.22%	22.39%
Houghton	2,187,294,817	99,123,978	2,286,418,795	37,361	44.95%	55.14%	50.04%
Keweenaw	385,140,242	7,963,141	393,103,383	2,046	7.73%	3.02%	5.37%
Ontonagon	555,716,159	39,684,467	595,400,626	5,816	11.71%	8.58%	10.14%
Total	$ 4,717,317,650	$ 369,047,151	$ 5,086,364,801	67,761	100.00%	100.00%	100.00%

County	FY2026 Final	FY2027 Request	Net Change (from FY2026)		Per Capita
Baraga	$ 67,462	$ 87,513	$ 20,050		$ 10.73
Gogebic	124,046	162,597	38,551		$ 11.31
Houghton	276,426	363,458	87,033		$ 9.73
Keweenaw	29,923	39,030	9,107		$ 19.08
Ontonagon	57,143	73,677	16,534		$ 12.67
Total	$ 555,000	$ 726,275	$ 171,275	Average	$ 12.70

Western U.P. Planning & Development Region Commission (WUPPDR)

Please Join Us at Our
58th Annual Meeting

Monday, September 21, 2026

The Mariner North
255 Gratiot St., Copper Harbor, Keweenaw, MI

Business Meeting:	4:00 PM (ET)
Social Hour:	5:00 PM (ET)
Dinner & Program:	6:00 PM (ET)

Program

Welcome and Introductions
2026 Oreste Chiantello Award Presentation
WUPPDR Annual Report

Guest Speaker
Julia Petersen, Project Manager, Keweenaw Peninsula
The Nature Conservancy/Michigan

------------------------- Cost of attendance is $30.00 per person -----------------------

Mail with payment to: WUPPDR, 400 Quincy St., 8th Floor, Hancock, MI 49930

Please note who will be in attendance.
***WUPPDR Commissioners & Legislative and Governor's* Representatives receive a complimentary dinner.**

Name ______________________________ Name ______________________________

Please RSVP by September 14, 2026

Houghton County
401 East Houghton Avenue
Houghton, MI 49931
(906) 482-8307

HOUGHTON COUNTY, MICHIGAN
Request for Information (RFI)
Independent Auditing Services

Issued: 8/11/2026
Response Due: 9/10/2026
Submit Responses To:
Laura Zerbst
Houghton County
Finance Manager
accounting@houghtoncounty.net

---

1. Purpose

Houghton County is seeking information from qualified auditing firms to assess their capabilities and interest in providing independent financial auditing services for the County. This Request for Information (RFI) is intended to inform the County's decision-making in selecting an auditing firm for upcoming fiscal years.

This RFI is for informational purposes only and does not constitute a commitment to issue a Request for Proposal (RFP) or to award any contract.

---

2. Background

Houghton County is located in Michigan's Upper Peninsula and operates under a Board of Commissioners and a County Administrator. The County is responsible for multiple departments and public service operations funded through a variety of federal, state, and local revenue sources. The County is subject to annual audits in compliance with the Uniform Guidance and Government Auditing Standards.

The County is currently evaluating firms that can provide independent, timely, and transparent audit services aligned with these requirements.

---

3. Information Requested

Please provide a written response addressing the following:

A. Firm Overview

- Name of firm, address, and primary contact information
- Number of years in business
- Overview of services offered
- Summary of experience with Michigan counties or other municipal governments
- Information about any relevant certifications (e.g., CPA, GFOA experience)

B. Audit Capabilities

- Describe your approach to conducting county government audits
- Describe your understanding of Michigan-specific compliance requirements
- Indicate your ability to audit federal grants and programs (including Uniform Guidance Single Audits)
- Describe experience with legacy or outdated financial systems (e.g., BS&A, or comparable platforms)

C. Capacity and Availability

- Describe your capacity to support Houghton County beginning with the FY2025 audit
- Provide a sample audit schedule, including estimated timeframes for:
  - Preliminary audit planning
  - Fieldwork
  - Draft and final reporting

D. Staffing Plan

- List proposed team members and their relevant experience
- Indicate whether you use subcontractors or off-site processing

E. Pricing Structure

- Provide a detailed pricing estimate for auditing services for the first year (itemized by services if possible)
- Include estimates for three- and five-year engagements
- List any additional or optional service charges

F. References

- Provide contact information for at least three municipal clients (preferably Michigan counties) for whom your firm has provided similar services in the last five years

G. Additional Information

- Disclose any conflicts of interest or legal issues that may affect your ability to serve as the County's independent auditor
- Include any additional information or value-added services you believe may be beneficial to Houghton County

---

4. Submission Instructions
Please submit your RFI response as a single PDF document by email to:

Laura Zerbst
Houghton County
Finance Manager
accounting@houghtoncounty.gov
Submissions are due no later than **9/10/2025.** Responses received after the deadline may not be considered.

---

5. Disclaimer
This RFI is issued solely for the purpose of gathering information. It does not constitute a solicitation for bids or proposals and does not obligate Houghton County to award a contract. The County reserves the right to cancel or modify this RFI at any time and to request additional information from any or all respondents.

Houghton County News

Request for Informaition (RFI) Independent Auditing Services

Houghton County is seeking information from qualified auditing firms to assess their capabilities and interest in providing independent financial auditing services for the County. This Request for Information (RFI) is intended to inform the County's decision-making in selecting an auditing firm for upcoming fiscal years.

This RFI is for informational purposes only and does not constitute a commitment to issue a Request for Proposal (RFP) or to award any contract.

Click Here to View PDF

MEMORANDUM

To: Houghton County Board of Commissioners
From: Chelsea Rheault, County Administrator
Date: September 15, 2026
Re: Fourth Floor Carpet Replacement – Dollar Bay Linoleum & Tile Co.

Following this memorandum is a quote from **Dollar Bay Linoleum & Tile Co.** for the replacement of carpeting on the fourth floor of the Houghton County Courthouse.

The fourth-floor carpet replacement is a **budgeted expenditure**, and sufficient funding has been allocated for this project within the current budget.

At this time, we are requesting Board approval to proceed with the project and authorize payment to Dollar Bay Linoleum & Tile Co. in accordance with the attached quote.

Recommended Action: Approve the fourth-floor carpet replacement and authorize payment to Dollar Bay Linoleum & Tile Co. in accordance with the attached quote, with the expenditure charged to the applicable budgeted account.

Sept BOC

Dollar Bay Linoleum and Tile Co

M-26 Dollar Bay, Mi 49922

Phone (906)- 482-5700 Fax (906)-482-0396

Carpeting - Porcelain and Ceramic Tiles - Luxury Vinyl Tile - Sheet Vinyl - Acoustical Ceilings

To: Tom Bingham From: Travis

With: Houghton County Courthouse Pages: 1

Fax: Date: 8-25-26

Re: Courthouse 4th floor

☐ Urgent ☒ For Review ☐ Please Comment ☐ Please Reply ☐ Please Recycle

Comment:

Our estimate after our conversation with you to replace the carpeting and base for the above referenced project is for approximately $23,500.00 (twenty-three thousand five hundred dollars).

Stairwell to 5th floor not included but if added would be estimated at $1000.00-$1,500.00

If you have any questions, please contact me.
Respectfully submitted,

Travis Banfield
DOLLAR BAY LINOLEUM & TILE CO.

7.19.2016

MEMORANDUM

To: Houghton County Board of Commissioners
From: Chelsea Rheault, County Administrator
Date: September 15, 2026
Re: Early Voting Center – Cost Sharing for Required Voter Mailing

County Clerk Jennifer Kelly has been coordinating with the participating city and township clerks regarding the County's Early Voting Center (EVC), which is being relocated to the Sharon Avenue property.

As part of the upcoming election requirements, the State has advised the clerks that an additional notice must be mailed to each voter household included in the Qualified Voter File (QVF). This will require the participating cities and townships to incur the cost of a second mailing after having recently completed a similar mailing prior to the August 2026 election.

Clerk Kelly has asked whether Houghton County would consider assisting the participating cities and townships with a portion of the cost associated with this additional required mailing. The request is not for the County to assume the entire cost, but rather to provide a contribution toward the expense as a demonstration of shared support for the Early Voting Center and the participating local units.

Clerk Kelly will provide the Board with the proposed County contribution and additional cost information at the September 15, 2026 meeting.

I support the Clerk's recommendation regarding an appropriate level of County cost sharing and recommend that the Board consider her request after receiving the financial information and recommendation at the meeting.

Recommended Action: Consider approval of a County contribution toward the cost of the additional required EVC voter mailing in an amount recommended by the County Clerk and approved by the Board.

Sept BOC for approval

UPACC

U.P. Association of County Commissioners

P.O. Box 606
2501 14th Avenue South
Escanaba, MI 49829

906.786.4701 • Fax 906.786.5853
www.upcap.org

To: Upper Peninsula County Commissioners and County Leadership

From: Jonathan Mead, UPCAP Executive Director

Subject: **UPACC Fall Conference ~ October 15-16, 2026**

Date: **August 28, 2026**

You are invited to attend the Upper Peninsula Association of County Commissioners (UPACC) Fall Conference, hosted at the Island Resort & Casino in Harris, Michigan, Thursday, October 15, and Friday, October 16, 2026.

Conference Details & Schedule

The conference will officially begin with registration at 12:15 PM on Thursday, October 15, and will conclude at approximately 11:00 AM on Friday, October 16. Please note that all times listed are in Eastern Daylight Time (EDT).

Lodging Information

We have reserved a block of rooms at the Island Resort & Casino for conference attendees. To secure the discounted group rate, please call the hotel directly at 1-800-682-6040 as soon as possible and mention that you are with **UPCAP—Commissioners Block #25185**. Hotel check-in is at 5:00 PM, and check-out is at 11:00 AM.

Registration & Fees

Registration materials have been delivered to your county clerk and/or administrator. The registration fee includes Thursday appetizers, the evening hospitality hour, Thursday dinner, and Friday morning breakfast.

- **Early Bird Registration:** $150.00 per person (if submitted by September 25)
- **Standard Registration:** $200.00 per person (for submissions after September 25)

We look forward to seeing you at this year's conference.

U.P. Association of County Commissioners

UPACC
U.P. Association of County Commissioners

Spring Conference
Island Resort & Casino
Harris, MI

Registration

October 15-16, 2026

Name ______________________ Name ______________________

Name ______________________ Name ______________________

Name ______________________ Name ______________________

COUNTY	NUMBER ATTENDING	RATES EARLY BIRD Registration Fee (ends 09-25-26)	RATES Individual Registration Fee (after 09/25/26)	TOTAL DUE
________	________	$150.00 each	$200.00	$________

MAKE CHECKS PAYABLE TO:
U.P. Association of County Commissioners
P.O. Box 606
Escanaba, MI 49829

**** Please note, there will be NO refunds issued after October 1st**

****Please include <u>payment</u> with registration.**

MEMORANDUM

To: Houghton County Board of Commissioners
From: Chelsea Rheault, County Administrator
Date: September 15, 2026
Re: AFSCME Local #226.02 – Wage Reopener Tentative Agreement

Chairman Tom Tikkanen and I met with representatives of the **American Federation of State, County and Municipal Employees (AFSCME), Chapter of Local #226.02**, for negotiations regarding a wage reopener under the current Collective Bargaining Agreement covering the period of **January 1, 2025 through December 31, 2027.**

Through those discussions, the County and AFSCME representatives reached a tentative agreement regarding wages. The tentative agreement was subsequently presented to the AFSCME bargaining unit and has been accepted by the union as a whole.

The tentative agreement is now being presented to the Houghton County Board of Commissioners for consideration and final approval on behalf of the County.

The Board should review and consider the terms of the tentative agreement. If the Board is in agreement with the negotiated terms, it may adopt the accompanying resolution formally approving the wage reopener tentative agreement.

Approval of the tentative agreement would amend the applicable wage provisions of the existing Collective Bargaining Agreement. All other provisions of the Collective Bargaining Agreement covering **January 1, 2025 through December 31, 2027**, unless otherwise specifically modified by the tentative agreement, would remain in full force and effect.

Recommended Action: Consider and, if acceptable, adopt the resolution approving the AFSCME Local #226.02 wage reopener tentative agreement.

HOUGHTON COUNTY
BOARD OF COMMISSIONERS
401 E. Houghton Avenue, Houghton, Michigan 49931
Telephone: (906) 482-8307

RESOLUTION APPROVING AFSCME WAGE REOPENER TENTATIVE AGREEMENT

RESOLUTION #26-21

WHEREAS, Houghton County and the applicable American Federation of State, County and Municipal Employees (AFSCME) Chapter of Local # 226.02 bargaining unit are parties to a Collective Bargaining Agreement covering the period of **January 1, 2025 through December 31, 2027**; and

WHEREAS, the Collective Bargaining Agreement provided for the reopening of negotiations regarding wages during the term of the Agreement; and

WHEREAS, representatives of Houghton County and AFSCME engaged in negotiations pursuant to the wage reopener and reached a tentative agreement regarding wages; and

WHEREAS, the AFSCME bargaining unit has voted to approve and ratify the tentative wage agreement; and

WHEREAS, the Houghton County Board of Commissioners has reviewed the tentative agreement and desires to approve and support the negotiated wage reopener; and

WHEREAS, except for the provisions specifically modified by the wage reopener, all other terms and conditions of the existing Collective Bargaining Agreement for the period of January 1, 2025 through December 31, 2027 shall remain in full force and effect.

NOW, THEREFORE, BE IT RESOLVED, that the Houghton County Board of Commissioners hereby approves the tentative agreement reached between Houghton County and AFSCME regarding the wage reopener to the Collective Bargaining Agreement covering **January 1, 2025 through December 31, 2027.**

BE IT FURTHER RESOLVED, that the Chairperson of the Houghton County Board of Commissioners and any other appropriate County officials are hereby authorized to execute the wage reopener agreement and any related documents necessary to effectuate the terms of the tentative agreement on behalf of Houghton County.

BE IT FURTHER RESOLVED, that all provisions of the existing Collective Bargaining Agreement not specifically amended by the approved wage reopener shall remain unchanged and in full force and effect.

AYES: Commissioners:

NAYS: Commissioners:

RESOLUTION DECLARED ADOPTED.

I HEREBY CERTIFY that the attached is a true and complete copy of a resolution adopted by the County Board of Commissioners of the County of Houghton, State of Michigan, at a regular meeting held on September 15, 2026 and that the meeting was conducted and public notice of the meeting was given pursuant to Act No. 267, Public Acts of Michigan, 1976, and that the minutes of the meeting were kept and will be or have been made available as required by the Act.

____

Jennifer Kelly
County Clerk

Outlook

TA ratified

From Jenny De Ycaza <jdeycaza@miafscme.org>
Date Wed 9/2/2026 8:28 PM
To Chelsea Rheault <chelsea@houghtoncounty.gov>

Hi Chelsea,
Just wanted to let you know that the Union group met this afternoon and voted in favor of the Tentative agreement.
Do you know when the Board will be voting on it?

Thank you!
Jenny

Get Outlook for Android

MEMORANDUM

To: Houghton County Board of Commissioners
From: Chelsea Rheault, County Administrator
Date: September 15, 2026
Re: Consideration of Wage Adjustment for Courthouse Non-Union Employees

If the Board of Commissioners approves the tentative wage agreement reached with **AFSCME Local #226.02**, I recommend that the Board also consider implementation of the same wage increase for eligible non-union Courthouse employees.

Historically, the County has provided Courthouse non-union employees with wage increases consistent with those provided to the Courthouse union employees. This practice has helped maintain appropriate relationships between the County's wage scales, particularly because union and non-union employees work alongside one another throughout the Courthouse and perform interconnected County functions.

Maintaining comparable general wage adjustments also helps reduce the potential for **wage compression**, which can occur when adjustments to one employee group cause the wages of different positions, classifications, or levels of responsibility to become disproportionately close.

Accordingly, if the AFSCME tentative agreement is approved, the Board should consider whether the same wage increase, including the applicable effective date, should be extended to eligible Courthouse non-union employees.

This would maintain the County's historical practice of applying comparable wage adjustments to Courthouse union and non-union employees while preserving the integrity of the County's established pay structure.

Recommended Action: Following consideration of the AFSCME wage reopener tentative agreement, consider approval of an equivalent wage adjustment for eligible Courthouse non-union employees, effective consistent with the AFSCME wage adjustment.

Should the Board choose to take this action, a Board motion would suffice in this case as there is not a prior resolution or local requirement that requires a resolution like there is with the governance of a collective bargaining agreement.

Suggested Motion: Motion to approve the same wage increase provided under the AFSCME Local #226.02 wage reopener to eligible non-union Courthouse employees, effective on the same date as the AFSCME wage increase, and authorize the Administration/Finance Office to implement the corresponding wage adjustments.

MEMORANDUM

To: Houghton County Board of Commissioners
From: Chelsea Rheault, County Administrator
Date: September 4, 2026
Re: Building Department Fund – Potential Interfund Loan

The Leadership Committee, consisting of Chairman Tom Tikkanen and Vice Chairman Roy Britz, has been exploring the potential use of an interfund loan from the County's Building Department Fund.

Before this matter proceeds further, I contacted **Attorney Zappa on September 4, 2026,** requesting a legal opinion regarding the legality and appropriate application of an interfund loan involving the Building Department Fund. Specifically, legal counsel was asked to address whether such a loan is permissible, any restrictions applicable to the use of Building Department Fund monies, and the appropriate structure and terms should the Board elect to proceed.

I will be out of the office for the next two weeks attending multiple conferences in Lower Michigan. Due to my absence, I requested that Attorney Zappa provide his response directly to **Laura, Deputy Finance Manager**, with me copied on the correspondence. Laura will forward the legal opinion to the Board upon receipt.

Attorney-Client Privileged Communication

Please be advised that the legal opinion requested from Attorney Zappa is intended as confidential attorney-client communication for the purpose of obtaining legal advice on behalf of the County. Accordingly, the attorney's privileged legal communication should be treated as confidential and should **not be included in the public Board packet or otherwise publicly distributed**.

The underlying policy matter and any subsequent action taken by the Board regarding an interfund loan are separate from the privileged legal advice and will be addressed through the appropriate public meeting and Board approval process, as applicable.

This memorandum is intended to update the Board on the status of the matter and the request for legal review. No administrative recommendation regarding the proposed interfund loan will be made until legal counsel's opinion has been received and reviewed.

MEMORANDUM

To: Houghton County Board of Commissioners
From: Chelsea Rheault, County Administrator
Date: September 4, 2026
Re: Materials Management Fund – Rate Review and Required Increases

I requested that the new Materials Management Facility Manager, Jeff, review the Materials Management Facility's current rate structure and the rate increases previously approved by the Board of Commissioners.

During his review, Jeff determined that the most recent rate increase was implemented effective **October 1, 2025.** However, based on the prior action of the Board of Commissioners, that rate increase was approved to take effect on **August 1, 2025**. Therefore, there appears to have been a delay between the Board-approved effective date and the date the new rates were actually implemented.

Jeff and I also had a brief discussion regarding the possibility of increasing the Facility's tonnage rates. As of the date of this memorandum, I have not received Jeff's proposed rate schedule or specific recommended increases. I would defer to Jeff regarding his operational analysis and any additional rate adjustments he recommends for consideration by the Board.

I would also like to remind the Board that a **Deficit Elimination Plan is currently on file for the Materials Management Fund with the Michigan Department of Treasury**. As part of that plan, the Board previously approved annual rate increases of **7.5%**, effective October 1 of each year for **2026, 2027, 2028, and 2029.**

Accordingly, the next 7.5% increase is scheduled to take effect **October 1, 2026**. At a minimum, the County must implement the rate increases established under the Deficit Elimination Plan, no motion or approval is required as it was motioned on June 26, 2025. Any additional increase to tonnage or other rates recommended by the Facility Manager would be considered separately by the Board.

Once Jeff's proposed rates and recommendations are available, they can be presented to the Board for review and consideration. Any rate structure ultimately adopted should, at minimum, satisfy the increases previously approved as part of the Fund's Deficit Elimination Plan.

Outlook

Re: Signed Resolution

From Jeffrey Palik <jeffrey.palik@houghtoncounty.gov>
Date Fri 7/17/2026 10:29 AM
To Chelsea Rheault <chelsea@houghtoncounty.gov>
Cc Joel Keranen <joel.keranen@houghtoncounty.gov>; Gretchen Janssen <gretchen.janssen@houghtoncounty.gov>; Brendon Prensell <bpresnell@wuppdr.org>

Hi,

Based on the information I was able to find, the rate increase went into effect on **October 1, 2025**, not August 1. At that time, the rate increased to **$125.75 per ton**, which is consistent with what was specified in the agreement.

Based on the same schedule, the next increase is expected to take effect on **October 1, 2026**, as outlined in the plan.

Please let me know if you have any additional documentation that indicates a different effective date, and I'd be happy to review it.

Thanks,

Jeff

From: Chelsea Rheault <chelsea@houghtoncounty.gov>
Sent: Thursday, July 16, 2026 11:53 AM
To: Jeffrey Palik <jeffrey.palik@houghtoncounty.gov>
Cc: Joel Keranen <joel.keranen@houghtoncounty.gov>; Gretchen Janssen <gretchen.janssen@houghtoncounty.gov>; Brendon Prensell <bpresnell@wuppdr.org>
Subject: Fw: Signed Resolution

Hi Jeff,

Could you please confirm that the 15% increase took effect on August 1, 2025?

Additionally, this is a reminder (or 1st notice if Curt did not share this information) that the rates were set to increase by 7.5% on October 1, 2026, 2027, 2028, & 2029. Please file this as reminder for the coming years.

Please let me know if you have questions.

Thanks!

CHELSEA RHEAULT, MBA
Houghton County
Administrator

(906) 482-8307

chelsea@houghtoncounty.gov

www.houghtoncounty.net

401 E Houghton Ave
Houghton, MI 49931

Book time to meet with me

From: Chelsea Rheault <chelsea@houghtoncounty.gov>
Sent: Friday, July 25, 2025 11:07 AM
To: Curt Judson <curt@houghtoncounty.gov>
Subject: Signed Resolution

Increased was set by the Board of Commissioners to be increased on August 1, 2025.

CHELSEA RHEAULT, MBA
Houghton County
Administrator

(906) 482-8307

chelsea@houghtoncounty.gov

www.houghtoncounty.net

401 E Houghton Ave
Houghton, MI 49931

3. Resolution #25-15 Deficit Elimination Plan: Solid Waste Transfer Station

A Motion was made by Commissioner Anderson and seconded by Commissioner Janssen to adopt Resolution #25-15 as presented with one (1) change for increasing service fees 15% effective August 1, 2025.

The Motion carried by the following vote.

YES: Anderson, Janssen, Tikkanen, Keranen, Britz 5.
NO: None 0.

A Motion was made by Commissioner Anderson and seconded by Commissioner Janssen to increase the service fees at the Transfer Station effective August 1, 2025 by 15%, and then increase the services fees effective October 1st in the years 2026, 2027, 2028 and 2029 by 7.5%.

The Motion carried by the following vote.

YES: Anderson, Janssen, Tikkanen, Keranen, Britz 5.
NO: None 0.

From June 26, 2025 Special Meeting

MEMORANDUM

To: Houghton County Board of Commissioners
From: Chelsea Rheault, County Administrator
Date: September 4, 2026
Re: Materials Management Facility – Proposed Mini-Split Purchase

I received a forwarded email from Materials Management Facility Manager Jeff regarding what appears to be a proposal from RC Mechanical for the purchase and/or installation of a mini-split system at the Materials Management Facility.

The forwarded email referenced a proposal; however, no proposal or other supporting documentation was attached. On August 24, 2026, I requested that the attachment be provided. As of the date of this memorandum, I have not received the proposal or supporting documentation.

I have not otherwise been briefed on this matter, including the need for the equipment, proposed cost, scope of work, available funding, or whether the purchase has been reviewed or recommended by the Materials Management Committee. Therefore, I am unable to provide an administrative recommendation at this time and would defer to Jeff and the members of the Materials Management Committee regarding the operational need and proposed purchase.

If the Board is being asked to authorize this purchase, I recommend that the following items be clarified prior to or as part of the Board's action:

- Whether the Board is approving the purchase and installation of the proposed mini-split system;
- The total cost and scope of the proposal;
- Whether the Materials Management Committee has reviewed and recommended the expenditure;
- Whether the expenditure will be charged to the **FY 2025–2026 budget** or included in the **FY 2026–2027 budget.**

I respectfully request clarification and Board direction regarding whether there is approval to proceed with this purchase and, if approved, the fiscal year in which the expenditure should be recorded and budgeted.

Outlook

Re: mini-split proposal

From Jeffrey Palik <jeffrey.palik@houghtoncounty.gov>
Date Tue 7/28/2026 8:44 AM
To Joel Keranen <joel.keranen@houghtoncounty.gov>; Gretchen Janssen <gretchen.janssen@houghtoncounty.gov>; Chelsea Rheault <chelsea@houghtoncounty.gov>

Sounds great I have her copied in on the email chain. Thank you

---

From: Joel Keranen <joel.keranen@houghtoncounty.gov>
Sent: Monday, July 27, 2026 11:16 PM
To: Jeffrey Palik <jeffrey.palik@houghtoncounty.gov>; Gretchen Janssen <gretchen.janssen@houghtoncounty.gov>
Subject: Re: mini-split proposal

Send this to Chelsea and we can have it on the August board meeting agenda.

Joel

Get Outlook for iOS

From: Jeffrey Palik <jeffrey.palik@houghtoncounty.gov>
Sent: Monday, 27 July 2026 15:20:03
To: Joel Keranen <joel.keranen@houghtoncounty.gov>; Gretchen Janssen <gretchen.janssen@houghtoncounty.gov>
Subject: Fw: mini-split proposal

Good Afternoon,

I have attached the proposal for a mini-split air conditioner for the Transfer Station break room.

The cost is slightly higher due to the location and installation requirements. A conventional window unit or portable air conditioner would not be suitable for this space because of the trash storage located directly outside the break room, which would make those options ineffective and impractical.

With your approval, I will move forward with the purchase and installation.

Thank you,

Jeffrey Palik

From: Justin Pakkala <justin@rcmechanical.us>
Sent: Monday, July 27, 2026 10:12 AM
To: Jeffrey Palik <jeffrey.palik@houghtoncounty.gov>
Subject: mini-split proposal

Patrick's Plumbing and Heating Inc.
47023 Scout Camp Rd
Atlantic Mine, MI 49905 US
+4820139
patrick@up-hvac.com

Proposal

ADDRESS
Transfer Station
17808 Erickson Dr
Atlantic Mine, MI 49905

SHIP TO
Transfer Station
17808 Erickson Dr
Atlantic Mine, MI 49905

PROPOSAL # 3313
DATE 08/19/2026

DATE	QTY	ACTIVITY	RATE	AMOUNT
	1	**15 HVAC:15 HVAC** HVAC: 1.) Provide labor and materials to install a 1 ton Mitsubishi P series mini-split in dump area office space. Outdoor head will be mounted on the back of the building with line-set running across the roof of the office space and across the ceiling of the back shop. We will provide wiring from the panel below the office space to the mini-split, this will require removing a dead two pole 50 amp circuit in order to make room. Price includes permit.	14,101.00	14,101.00

Thank you for your business! We accept cash, checks or credit cards. We charge a 3.5% convenience fee to use a credit card. Please call our office between 8-4 to pay by card.
Deposit of 50% required to start.

TOTAL **$14,101.00**

Accepted By

Accepted Date

RC mechanical, inc.
PLUMBING • HEATING • AIR CONDITIONING
51231 N Hwy US 41
Hancock, MI 49930
Phone (906) 482-0220
Fax (906) 482-4450

PROPOSAL

To: Houghton County Transfer Station

Date: July 27, 2026

Attention: Jeff Palik

Project: **new mini-split in break room**

We propose to furnish material and labor to perform the Mechanical work for the above-proposed project.

Items included in this proposal:

- Install one new 9K ton Ductless Mini-Split with line-sets, pad, line-hide, wind baffles and disconnect.
- Electrical
- Permit and taxes

Base Bid: $7,210.00

Price is guaranteed for 60 days. Please feel free to call me at (906) 482-0220 or (906) 370-2680 if you have any questions. Thank you!

Justin E Pakkala
Project Manager/Estimator
RC Mechanical, Inc.

You don't often get email from justin@rcmechanical.us. Learn why this is important

CAUTION: This email originated from outside the organization of Houghton County. Exercise EXTREME caution when opening external attachments or links from unknown senders.

Jeff,

See attached proposal. Let me know if you have any questions.

Thank you,

Justin Pakkala
RC Mechanical
Project Manager
Cell: 906-370-2680
Office: 906-482-0220

RC mechanical, inc.
PLUMBING • HEATING • AIR CONDITIONING

MEMORANDUM

To: Houghton County Board of Commissioners
From: Chelsea Rheault, County Administrator
Date: September 4, 2026
Re: 2026–2027 Courthouse Snow Plowing RFP

Tom Bingham, Director of County Properties, issued a Request for Proposals (RFP) for snow plowing services at the Houghton County Courthouse for the 2026–2027 winter season.

The RFP was publicly posted on the County's website during the week of August 31, 2026, with proposals due by September 11, 2026.

Following the bid deadline, Mr. Bingham will review the proposals received based on the requirements of the RFP and the operational needs of the County.

As Director of County Properties, Mr. Bingham is responsible for the oversight and maintenance of County facilities and is familiar with the service requirements necessary for courthouse snow removal. Accordingly, I recommend that the Board accept Mr. Bingham's recommendation regarding the selection of a contractor from the bids received.

Upon completion of his review, Mr. Bingham's recommendation and the applicable bid information will be presented to the Board for consideration

Request For Proposals Courthouse Snow Plowing 2026

Houghton County is looking for snow removal for winter 2026-2027 for 401 East Houghton Ave. Houghton, MI. This includes the Sheriffs department, under and on top of the parking deck, all employee and public parking. This includes cutting mat on parking deck and all employee parking.

Bids should include pricing, service plan, and proof of insurance.

Please submit bids by September 11th at 4pm. Bid will be awarded at the Board of Commissioners September meeting September 15th at 6pm.

Mandatory walk through required to bid. The walk through will be held September 8th at 10am. Please meet under the parking deck on the first floor of the Courthouse.

The County has the right to reject a bid based on the best interest of the County.

Bids can be emailed to tom.bingham@houghtoncounty.gov

Our County

Houghton County +

News

Board of Commissioners & Meeting Minutes

Houghton County News

Request for Proposals Courthouse Snow Plowing 2026-2027

Houghton County is looking for snow removal for winter 2026-2027 for 401 East Houghton Ave. Houghton, MI. This includes the Sheriffs department, under and on top of the parking deck, all employee and public parking. This includes cutting mat on parking deck and all employee parking.

Click Here to View PDF

Posted to County website

COMPANY: ZIEMNick Excavating PAT Ziemnick

EMAIL: Pziemnick@YaHoo.com

COMPANY:

EMAIL:

COMPANY:

EMAIL:

COMPANY:

EMAIL:

COMPANY:

EMAIL:

COMPANY:

EMAIL:

COMPANY:

EMAIL:

COMPANY:

EMAIL:

COMPANY:

EMAIL:

ZIEMNICK EXCAVATING INC
52655 STATE HIGHWAY M26
LAKE LINDEN, MI 49945

Proposal

Proposal Date: 9/8/2026
Proposal #: 647
Project:

Bill To:

Houghton County
401 E. Houghton Ave
Houghton, Mi. 49931

Description	Est. Hours/Qty.	Rate	Total
Daily Snowplowing at Houghton County Courthouse for the months of November 2026 thru March 2027		15,922.00	15,922.00
Monthly Cost of Daily Pickup Snowplowing $3184.40 includes Pickup snowplowing and Loader to remove and stack snow in Snowdump, cut mat in parking deck as needed and parking areas			
Winter Sanding (if needed) for up to 4 tons of sand spread. $290 per time			

Total $15,922.00

Phone:	Fax:
9062969723	906-296-9722

Houghton County
Board of Commissioners
Agenda Item Request Form

Please fill out the following form to request an item be added to the agenda for the upcoming Houghton County Board of Commissioners meeting.

Submitter Information:

- **Name:** Faith Morrison
- **Department/Organization (if applicable):** Jail Committee
- **Phone Number:** 906-487-9703
- **Email Address:** fmorriso9@yahoo.com

Agenda Item Details:

- **Title of Agenda Item:** Action to specify new jail minimum capacity
- **Requested Meeting Date:** 9/8/26 and 9/15/26
- **Brief Description of the Item (include any decisions needed):**

A request to revise and adopt the attached ADDENDUM #1 resolution to commit the Board to the size of the proposed Jail associated with the Nov 3 millage question

- **Are you requesting time to speak at the meeting?**
  - [x] Yes on TEAMS / ZOOM if I can connect. Someone will be there in person.
  - [ ] No
- **Supporting Documents Attached?**
  - [x] Yes
  - [ ] No

  (If yes, please list): DRAFT Amend Resolution 70 beds plus

Signature: [signature]

Date: 9-26-2026

HOUGHTON COUNTY
BOARD OF COMMISSIONERS

401 E. Houghton Avenue, Houghton, Michigan 49931
Telephone: (906) 482-8307

RESOLUTION DESCRIBING FURTHER COUNTY BOARD COMMITMENTS FOR THE JAIL AND COUNTY BUILDING IMPROVEMENT PROJECT ON THE BALLOT AT THE ELECTION TO BE HELD ON NOVEMBER 3, 2026

RESOLUTION #26-20

COUNTY OF HOUGHTON
State of Michigan

WHEREAS, the County Board of Commissioners (the "County Board") of the County of Houghton, Michigan (the "County"), has determined that it is necessary for the health, safety and welfare of the County and its residents and property owners that the County construct, furnish and equip new county jail/sheriff's office facilities, including site improvements, and parking improvements, together with rights-of-way, and appurtenances and attachments thereto, (the "Projects"); and

WHEREAS, the County Board passed RESOLUTION #26-15 JAIL AND COUNTY BUILDING IMPROVEMENT BOND PROPOSAL on August 5, 2026 (the "Build a New Jail Resolution") to authorize raising the funds for the Projects through the issuance of bonds, a way of borrowing the funds; and

WHEREAS, the County Board passed RESOLUTION #26-18 RESOLUTION DESCRIBING IN PLAIN LANGUAGE THE JAIL AND COUNTY BUILDING IMPROVEMENT BOND PROPOSAL ON THE BALLOT AT THE ELECTION TO BE HELD ON NOVEMBER 3, 2026 on August 11, 2026 (the "Plain Language Jail Millage Resolution") to clarify the intentions of the County Board with respect to their plans for the Projects; and

WHEREAS, the County Board has determined that the facilities built as part of the Projects should meet the law enforcement needs of the County for more than 30 (thirty) years, and

WHEREAS, the County Board has determined that given trends in arrests and detentions, the average daily population numbers "ADP" of those held in the Houghton County Jail may increase modestly; and

WHEREAS, under Michigan Compiled Law (MCL 791.262c), county sheriffs must design and implement a state-approved local jail inmate-classification system ("Classification System") to assign inmates housing, custody levels and supervision based on public safety, behavior traits and legal history; and

WHEREAS, an MCL 791.262c-compliant Classification System requires the sheriff to provide separation of individuals based on specific criteria such as behavior, gender, age (with respect to juveniles), criminal history and medical or mental health; and

WHEREAS, the separation of housing, custody levels, and supervision required by the Classification System leads to the need for a larger jail than one designed solely for an expected ADP number; and

WHEREAS, to determine the size of the housing and work-space portions of the Projects, the County Board has consulted jail builders with considerable expertise to estimate the impact of the Classification System on the Houghton County jail design, given historical trends and the experience of other county jails in Michigan and in other parts of the Midwest; and

WHEREAS, the recommendation of the consultants for accommodating the current ADP of the Houghton County jail was 60 housing beds, with 70 or 80 housing beds justified by modest trends in ADP for Houghton County; and

WHEREAS, the current Sheriff of Houghton County strongly recommends that the housing portions of the Projects accommodate no fewer than 70 individuals in order to ensure that a new facility will not be inadequate even before it opens,

NOW, THEREFORE, BE IT RESOLVED THAT:

1. The following MILLAGE PLAIN LANGUAGE ADDENDUM #1 represents the intentions of the County Board with respect to the Projects the County Board will oversee as part of the millage the Board has submitted to go before the voters at the election to be held on November 3, 2026:

MILLAGE PLAIN LANGUAGE ADDENDUM #1

The new facility described as the Projects herein and in Resolution 26-15 and Resolution 26-18 will provide:

- Michigan Department of Corrections (MDOC)-compliant housing for at least 70 inmates of all classifications, that size determined to ensure sufficient housing space in the jail facility for decades into the future.

2. This resolution does not alter or repeal any aspect of Houghton County Resolution #26-15.
3. This resolution does not alter or repeal any aspect of Houghton County Resolution #26-18.

Motion Made By:

Motion Supported By:

Roll Call Vote:

Ayes:

Nays:

Absent:

Dated: ____________________ ____
Tom Tikkanen, Chair
Houghton County Board of Commissioners

RESOLUTION DECLARED ADOPTED.

I HEREBY CERTIFY that the attached is a true and complete copy of a resolution adopted by the County Board of Commissioners of the County of Houghton, State of Michigan, at a regular meeting held on September 15, 2026 and that the meeting was conducted and public notice of the meeting was given pursuant to Act No. 267, Public Acts of Michigan, 1976, and that the minutes of the meeting were kept and will be or have been made available as required by the Act.

____
Jennifer Kelly
County Clerk

Outlook

AGENDA ITEM (Action to specify new jail minimum capacity)

From Faith Morrison <fmorriso9@yahoo.com>
Date Wed 8/26/2026 2:50 PM
To Agenda <agenda@houghtoncounty.gov>
Cc Faith (yahoo Email) Morrison <fmorriso9@yahoo.com>; Valorie Troesch <vtroesch@gmail.com>; Susanna Peters <spwupnorth@gmail.com>; Justin LaCosse <jlacosse90@gmail.com>; Andrea Johnson <Andrea.Johnson@houghtoncounty.gov>; Tom Tikkanen <tom.tikkanen@houghtoncounty.gov>; Gretchen Janssen <gretchen.janssen@houghtoncounty.gov>; Josh Saaranen <jsaaranen@houghtonsheriff.com>; Todd LaRoux <inspector@houghtoncounty.gov>; Tom Bingham <tom.bingham@houghtoncounty.gov>; Jennifer Kelly <countyclerk@houghtoncounty.gov>; Jason Baker <jason.baker@Houghtoncounty.gov>; Mike Hamilton <mlhamilton08@gmail.com>; William D. Holcomb <votewdh@gmail.com>

3 attachments (1 MB)

AGENDA ITEM - Action to specify new jail minimum capacity.pdf; DRAFT second Resolution 70 beds plus.pdf; DRAFT second Resolution 70 beds plus.docx;

Good morning Chelsea,

Attached please find the filled-in Agenda Item Request Form for placing an item on the agenda of the Board's Work Session on 9/8/26 and, if the Board agrees, on the agenda of its meeting on 9/15/26.

The Title of the Agenda Item is "Action to specify new jail minimum capacity" and the supporting document is attached both as a Word file and as a PDF.

I will be abroad during both meetings but will make every effort to attend on Teams/Zoom. There will also be someone attending in person who can speak for the resolution.

Thank you.
Sincerely,

Faith Morrison, Jail Committee

Outlook

Fw: MMP Invoice and FSR for Signature (April-September)

From Paige Setter-Hallwachs <paige.setter@houghtoncounty.gov>
Date Tue 9/1/2026 2:41 PM
To Chelsea Rheault <chelsea@houghtoncounty.gov>; Agenda <agenda@houghtoncounty.gov>

2 attachments (435 KB)

FSR_Houghton_(Request_5)_(4-1-26_to_9-30-26)_HY2Q2-3_MMP (unsigned).pdf; Invoice #HY2Q2-3 (April-September 2026) Houghton County MMP.pdf;

Paige Setter-Hallwachs
Administrative Coordinator & Human Resources
Administration Department
906-482-8307
Internal ext. 312
External ext. 2
paige.setter@houghtoncounty.gov
hr@houghtoncounty.gov

From: Brendon Presnell <bpresnell@wuppdr.org>
Sent: Tuesday, September 1, 2026 10:40 AM
To: Chelsea Rheault <chelsea@houghtoncounty.gov>
Cc: Accounting <accounting@houghtoncounty.gov>; Paige Setter-Hallwachs <paige.setter@houghtoncounty.gov>; Lisa Mattila <treasurer@houghtoncounty.gov>; MaryEllen Hyttinen <mhyttinen@wuppdr.org>
Subject: MMP Invoice and FSR for Signature (April-September)

Good morning Chelsea,
Please see attached the invoice for MMP services performed between April 1st 2026 and August 31st, with projected costs for September.
Any difference between projected and actuals will be adjusted on the next quarterly invoice.

At your earliest convenience, please sign and return the attached FSR and let us know when to expect the check so we can ensure a timely reimbursement prior to the fiscal year end.

As always, if you have any questions or are missing any reimbursements, please feel free to reach out and I will work to remedy the situation as quickly as possible.
Thanks, and have a great rest of your week!

Kindest Regards,

Brendon Presnell
Materials Management Planning Coordinator
Western U.P. Planning & Development Region

906-482-7205 Ext 120 906-212-8004

www.wuppdr.org bpresnell@wuppdr.org

400 Quincy St 8th Floor, Hancock, MI 49930

Request 5

EGLE

MICHIGAN DEPARTMENT OF ENVIRONMENT, GREAT LAKES, AND ENERGY

MATERIALS MANAGEMENT DIVISION

MATERIALS MANAGEMENT PLANNING PROGRAM

FINANCIAL STATUS REPORT

Grantee / Vendor Name: Houghton County
Vendor Number: CV0048006
Project Name: MMP - WUPPDR - Houghton
Grant Given Number: 25*4232
Report Period: From: 4/1/2026 To: 9/30/2026
Contact Name: Chelsea Rheault Contact Number: (906) 482-8307
Contact Email: chelsea@houghtoncounty.gov

EXPENDITURES

List all expenditures for the report period and attach invoices from contractors and subcontractors

Category	Invoice Number	Category Number	Amount
Contractual	HY2Q2-3	2	$16,100.00

Progress Report

Category	Expended this period	Expended to date	Project Budget	Balance to date	Activity this period
1 - Salary and Benefits	$ -	$ -	$ -	$ -	
2 - Contractual	$ 16,100.00	$ 72,312.00	$ 140,000.00	$ 67,688.00	
3 - Equipment	$ -	$ -	$ -	$ -	
4 - Supplies	$ -	$ -	$ -	$ -	
5 - Travel	$ -	$ -	$ -	$ -	
6 - Other Direct Costs	$ -	$ -	$ -	$ -	
-	$ -	$ -	$ -	$ -	
-	$ -	$ -	$ -	$ -	
-	$ -	$ -	$ -	$ -	
-	$ -	$ -	$ -	$ -	
Category Subtotal	$ 16,100.00	$ 72,312.00	$ 140,000.00	$ 67,688.00	

INDIRECT AMOUNT	Expended this period	Expended to date	Project Budget	Balance to date
Total	$ -	$ -	$ -	$ -

PROJECT AMOUNT	Expended this period	Expended to date	Project Budget	Balance to date
Total	$ 16,100.00	$ 72,312.00	$ 140,000.00	$ 67,688.00

MATCH AMOUNT	Expended this period	Expended to date	Project Budget	Balance to date
Total	$ -	$ -	$ -	$ -

GRANT AMOUNT	Expended this period	Expended to date	Project Budget	Balance to date
Total	$ 16,100.00	$ 72,312.00	$ 140,000.00	$ 67,688.00

RENTENTION	0%			
Total	$ -	$ -	$ -	$ -

REIMBURSMENT THIS PERIOD				
Total	$ 16,100.00	$ 72,312.00	$ 140,000.00	$ 67,688.00

STATEMENT OF REVIEW AND APPROVAL

"By submitting this request for payment, the grantee certifies that all expenditures contained are eligible for reimbursement under this grant as paid. The grantee acknowledges that falsification of records may result in the termination of this grant contract and other appropriate legal remedies."

Name: ____________________ Signature: ____________________

WESTERN UPPER PENINSULA PLANNING & DEVELOPMENT REGION

September 1, 2026

INVOICE # HY2Q2-3 (APRIL 1 – PROJECTED SEPTEMBER 30 2026)

Bill To	
Contact	Chelsea Rheault
Customer	Houghton County
Address	401 E Houghton Avenue Houghton, MI 49931
Phone	(906) 482-8307
WUPPDR Contact	Brendon Presnell
Payment Terms	Net 30

Qty.	Description	Unit Price	Line Total
5*	Executive Director Hours for Materials Management Planning (MMP), 2026 Rate	$110.00	$550.00
180*	Regular Staff Hours for Materials Management Planning (MMP), 2026 Rate	$80.00	$14,400.00
0	Intern Staff Hours for Materials Management Planning (MMP), 2026 Rate	$40.00	$0.00
1*	Travel and Per Diem	$1,121.00	$1,121.00
1*	Meeting Supplies and Mailed Surveys	$29.00	$29.00
	*Unless location is specified, all line items are one sixth of regional total		
	TOTAL		$16,100.00

Approved / Denied for pmt at 9.15.26 BOC Meeting

Thank you for your business! Please send payment to:

Western U.P. Planning & Development Region

Western Upper Peninsula Planning & Development Region

400 Quincy St 8th Floor, Hancock, MI 49930 | www.wuppdr.org

p. 906.482.7205 x111 | jwuorenmaa@wuppdr.org

101-750-959.004

2:04 PM

09/03/26

Accrual Basis

Tri-County Public Defenders
Profit & Loss Detail
August 2026

Type	Date	Num	Name	Memo	Class	Clr	Split	Amount
Ordinary Income/Expense								
Income								
42000 · State Income								
Deposit	08/19/2026	Deposit	Tri-County Public De...	July, 2026 Expenses			10000 · TCPD ...	93,128.29
Total 42000 · State Income								93,128.29
Total Income								93,128.29
Expense								
51000 · Salaries & Wages								
General Journal	08/14/2026	25-31		Bi-weekly payroll journal			-SPLIT-	23,309.84
General Journal	08/28/2026	25-32		Bi-weekly payroll journal			-SPLIT-	23,093.84
Total 51000 · Salaries & Wages								46,403.68
52000 · Payroll Taxes								
General Journal	08/14/2026	25-31		Bi-weekly payroll journal			51000 · Salarie...	1,783.19
General Journal	08/28/2026	25-32		Bi-weekly payroll journal			51000 · Salarie...	1,766.67
Total 52000 · Payroll Taxes								3,549.86
53000 · Employee Benefits								
53100 · Health Insurance								
Check	08/18/2026	EFT	Blue Cross Blue Shi...				10000 · TCPD ...	8,077.32
Total 53100 · Health Insurance								8,077.32
53201 · Life and disability Ins.								
Check	08/19/2026	EFT	UNUM				10000 · TCPD ...	858.56
Total 53201 · Life and disability Ins.								858.56
Total 53000 · Employee Benefits								8,935.88
58000 · Direct Case Costs								
58020 · Criminal History Report								
Check	08/11/2026	EFT	Michigan State Police	ICHAT/Kimberly Britz			10000 · TCPD ...	10.00
Total 58020 · Criminal History Report								10.00
58050 · Transcripts								
Check	08/26/2026	4541	LeAnn A. Pulda	Transcript/Poindexter			10000 · TCPD ...	31.50
Total 58050 · Transcripts								31.50
58052 · Filing Fees								
Check	08/06/2026	EFT	State of Michigan	filing fee for annual report			10000 · TCPD ...	20.00
Total 58052 · Filing Fees								20.00

Tri-County Public Defenders
Profit & Loss Detail
August 2026

Type	Date	Num	Name	Memo	Class	Clr	Split	Amount
Total 58000 · Direct Case Costs								61.50
64300 · Legal Research Online								
Check	08/05/2026	4532	Lexis Nexis	Invoice #3096621630			10000 · TCPD ...	895.13
Total 64300 · Legal Research Online								895.13
65100 · Internet and Fax Line								
Check	08/19/2026	4538	Charter Communica...				10000 · TCPD ...	208.47
Total 65100 · Internet and Fax Line								208.47
66200 · Office Supplies/Expenses								
Check	08/05/2026	4529	Wandel's Watercare	water			10000 · TCPD ...	74.44
Check	08/05/2026	4533	Quill	Invoice #49835498			10000 · TCPD ...	265.87
Total 66200 · Office Supplies/Expenses								340.31
66500 · Repairs and Maintenance								
66520 · Cleaning/Janitorial								
Check	08/19/2026	4535	A+ Pest Management	Invoice #127815			10000 · TCPD ...	42.00
Total 66520 · Cleaning/Janitorial								42.00
66540 · Covid Cleaning & Supplies								
Check	08/26/2026	4540	Office Express UP	Inv #200952 (7/15/26; 7/2...			10000 · TCPD ...	180.00
Total 66540 · Covid Cleaning & Supplies								180.00
Total 66500 · Repairs and Maintenance								222.00
66571 · Computer backup, remote service								
Check	08/05/2026	4530	UP And Running	Invoice No: 47703; 47704			10000 · TCPD ...	1,329.00
Total 66571 · Computer backup, remote service								1,329.00
67000 · Professional Fees								
67100 · Accounting fees & payroll exp								
Check	08/14/2026	EFT	Paychex Fees				10100 · TCPD ...	196.35
Check	08/28/2026	EFT	Paychex Fees				10100 · TCPD ...	196.35
Total 67100 · Accounting fees & payroll exp								392.70
Total 67000 · Professional Fees								392.70
67500 · Rent Expense								
67510 · Building Rent								
Check	08/05/2026	4521	David Gemignani	August 2026			10000 · TCPD ...	2,500.00
Total 67510 · Building Rent								2,500.00
67525 · Copier Lease & Maintenance Cont								

Tri-County Public Defenders
Profit & Loss Detail
August 2026

Type	Date	Num	Name	Memo	Class	Clr	Split	Amount
Check	08/19/2026	4534	Phoenix Funding	lease payment			10000 · TCPD ...	179.47
Total 67525 · Copier Lease & Maintenance Cont								179.47
Total 67500 · Rent Expense								2,679.47
67700 · Cell phone reimbursement								
Check	08/05/2026	4522	David Gemignani	8/26			10000 · TCPD ...	40.00
Check	08/05/2026	4523	Ann Harris	8/26			10000 · TCPD ...	40.00
Check	08/05/2026	4524	Cameron Herrington	8/26			10000 · TCPD ...	40.00
Check	08/05/2026	4525	Joshua Makkonen	8/26			10000 · TCPD ...	40.00
Check	08/05/2026	4526	Taryn C, Clisch	8/26			10000 · TCPD ...	40.00
Check	08/05/2026	4527	Mandy Daniels	8/26			10000 · TCPD ...	40.00
Check	08/05/2026	4528	Michelle A. Clisch	8/26			10000 · TCPD ...	40.00
Total 67700 · Cell phone reimbursement								280.00
68500 · Utilities								
68510 · Electric								
Check	08/19/2026	4536	UPPCO				10000 · TCPD ...	266.36
Total 68510 · Electric								266.36
68520 · Gas								
Check	08/05/2026	4531	Semco				10000 · TCPD ...	31.04
Check	08/26/2026	4539	Semco				10000 · TCPD ...	21.73
Total 68520 · Gas								52.77
68550 · Water and Sewer								
Check	08/19/2026	4537	City of Houghton	water and sewer			10000 · TCPD ...	29.83
Total 68550 · Water and Sewer								29.83
Total 68500 · Utilities								348.96
Total Expense								65,646.96
Net Ordinary Income								27,481.33
Net Income								**27,481.33**

Tri-County Public Defenders
Profit & Loss Detail
August 2026

Balance
93,128.29
93,128.29
93,128.29
23,309.84
46,403.68
46,403.68
1,783.19
3,549.86
3,549.86
8,077.32
8,077.32
858.56
858.56
8,935.88
10.00
10.00
31.50
31.50
20.00
20.00

Tri-County Public Defenders
Profit & Loss Detail
August 2026

Balance
61.50
895.13
895.13
208.47
208.47
74.44
340.31
340.31
42.00
42.00
180.00
180.00
222.00
1,329.00
1,329.00
196.35
392.70
392.70
392.70
2,500.00
2,500.00

Tri-County Public Defenders
Profit & Loss Detail
August 2026

Balance
179.47
179.47
2,679.47
40.00
80.00
120.00
160.00
200.00
240.00
280.00
280.00
266.36
266.36
31.04
52.77
52.77
29.83
29.83
348.96
65,646.96
27,481.33
27,481.33

"OUR U.P., OUR FUTURE"

Fighting for the future of the Western U.P.

A statewide alliance of residents, business owners, labor leaders, industry representatives and community leaders — calling on decision-makers in Lansing to support responsible projects that meet Michigan's environmental standards and deliver the good-paying jobs this region has long deserved.

Why we're organizing

The Western U.P. has faced decades of economic hardship. Industry and hospital closures, declining K–12 populations and crumbling infrastructure have made it difficult for the region to attract the kind of jobs and opportunities families need to prosper.

The project we support

The Copperwood Project will bring hundreds of good-paying jobs to the Western U.P. It prioritizes environmental protections and meets all of Michigan's rigorous standards — some of the most stringent in the country — proving economic opportunity and environmental responsibility can go hand in hand.

What joining means

Joining the coalition means agreeing to list your name and/or affiliation on the Our U.P., Our Future website. That's it. Additional ways to show support are always optional:

- Being quoted in our press releases
- Speaking at public meetings
- Signing op-eds or letters to the editor
- Sharing coalition news with your network

Calling for real economic opportunity in our communities and giving the next generation a path forward.

USDA United States Department of Agriculture
Forest Service
Ottawa National Forest
Kenton Ranger District
4810 East M28
Kenton, MI 49967
906-852-3500
Fax: 906-852-3618

File Code: 2720
Date: August 31, 2026

Tom Tikkanen
Chairman
Houghton County Commissioners
Houghton County Courthouse
401 East Houghton Avenue
Houghton, MI 49931

Dear Mr. Tikkanen:

The Ottawa National Forest is proposing Electric Line Distribution Project on the Kenton Ranger District and two road special use access projects on the Kenton and Ontonagon Ranger Districts, for which I'm seeking your input. The proposed actions would result in the issuance of an amendment to WE Energy's current special use permit and new special use authorizations for private landowners to access their private property by motor vehicles. The projects are as follows:

WE Energy FH 16 Line Replacement Project: The proposal is to install a buried electrical line within the right-of-way on the east side of FH 16 for 1,655 feet in length by12 feet wide and a depth of 36-40", located in T47N, R37W, NENE, Section 14, Houghton County, Michigan, on the Kenton Ranger District. The project will include one cabinet. There will be no tree removal authorized with this project and this project is not located within the Lac Vieux Desert -L'Anse Trail Corridor or the Wild and Scenic River Corridors.

Gauthier Road Special Use Access Project: The proposal is to use and maintain FR750-E and a Non-System Road to access private property. The road is 3,685 feet in length by 20 feet wide for approximately 1.69 acres located in T49N, R39W, NESE, NWSE, SWSE, Section 26, Ontonagon County, Michigan, on the Ontonagon Ranger District. There will be no tree removal authorized with this project and this project is not located within the Lac Vieux Desert -L'Anse Trail Corridor or the Wild and Scenic River Corridors.

South Lake Ste. Kathryn Special Use Access Project: The proposal is to use and maintain FR2100-G to access private property. The road is 1,071 feet in length by 20 feet wide for approximately 0.49 acres located in T46N, R35W, NWSW, Section 17, Iron County, Michigan, on the Kenton Ranger District. There will be no tree removal authorized with this project and this project is not located within the Lac Vieux Desert -L'Anse Trail Corridor or the Wild and Scenic River Corridors.

I anticipate the preparation of a Finding of Applicability and No Extraordinary Circumstances (FANEC) to authorize the three special use permits. The FANEC will document the required measures needed to implement the projects, while also addressing any resource effects of the proposed activities. If you have comments about this proposed action, please submit them no later than September 30, 2026. Comments should be specific to the proposed project name. These comments will be reviewed by the Responsible Official and used to determine whether there are any unresolved conflicts with the proposed action. Comments may be addressed to: USDA Forest Service, Attn: Amber Tembreull, 4810 E. M-28, Kenton, MI 49967. They may alternately be sent to Amber.Tembreull@usda.gov, or by fax to (906) 852- 3618.

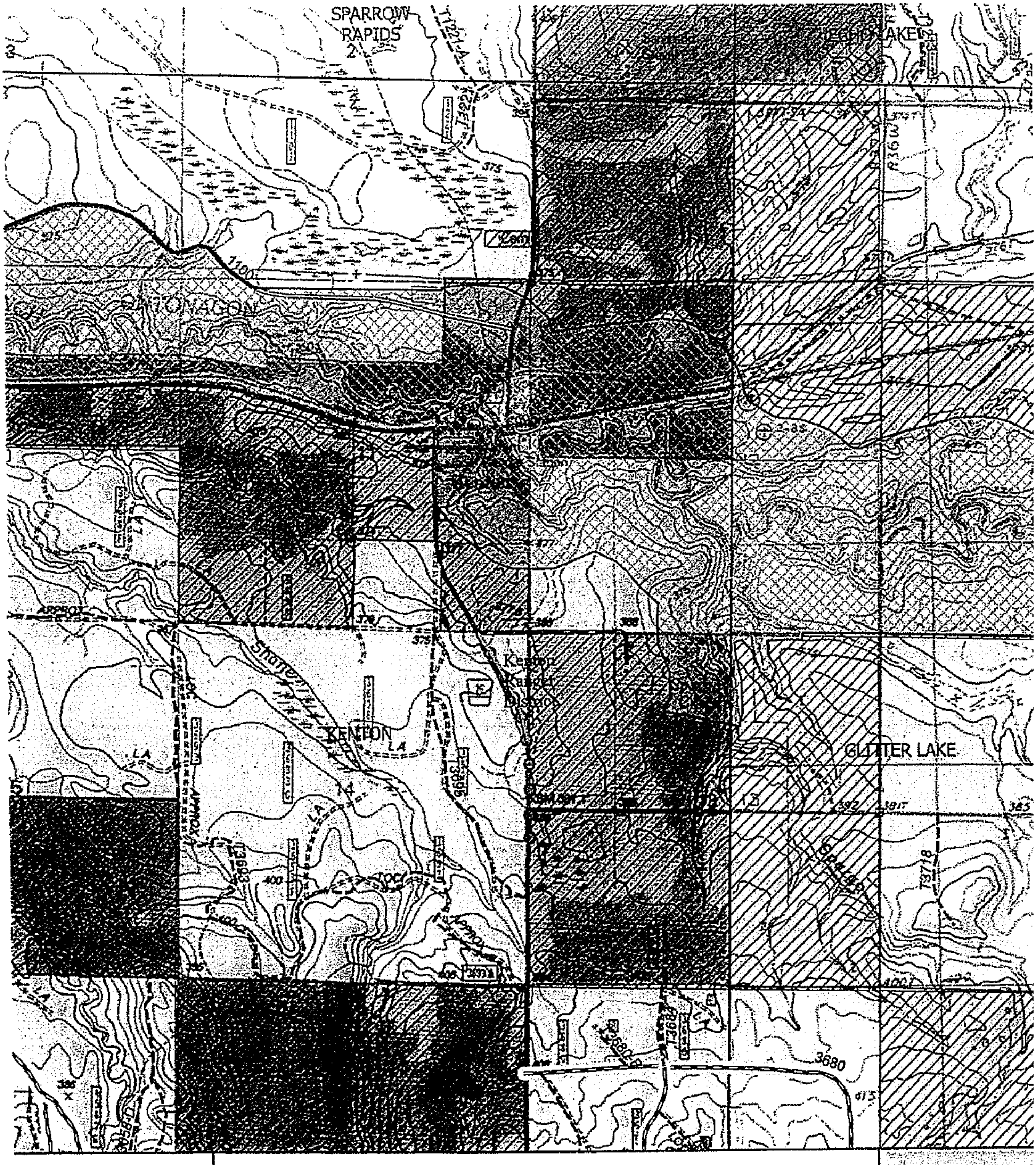
If you have any questions or would like more information about the project, please contact Shawn Brown, Realty Specialist, at (906) 358-4021 or shawn.brown@usda.gov.

Sincerely,

A. Tembreull

AMBER TEMBREULL
District Ranger

Enclosures: Maps



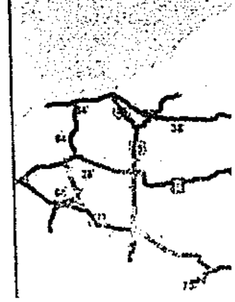
Legend

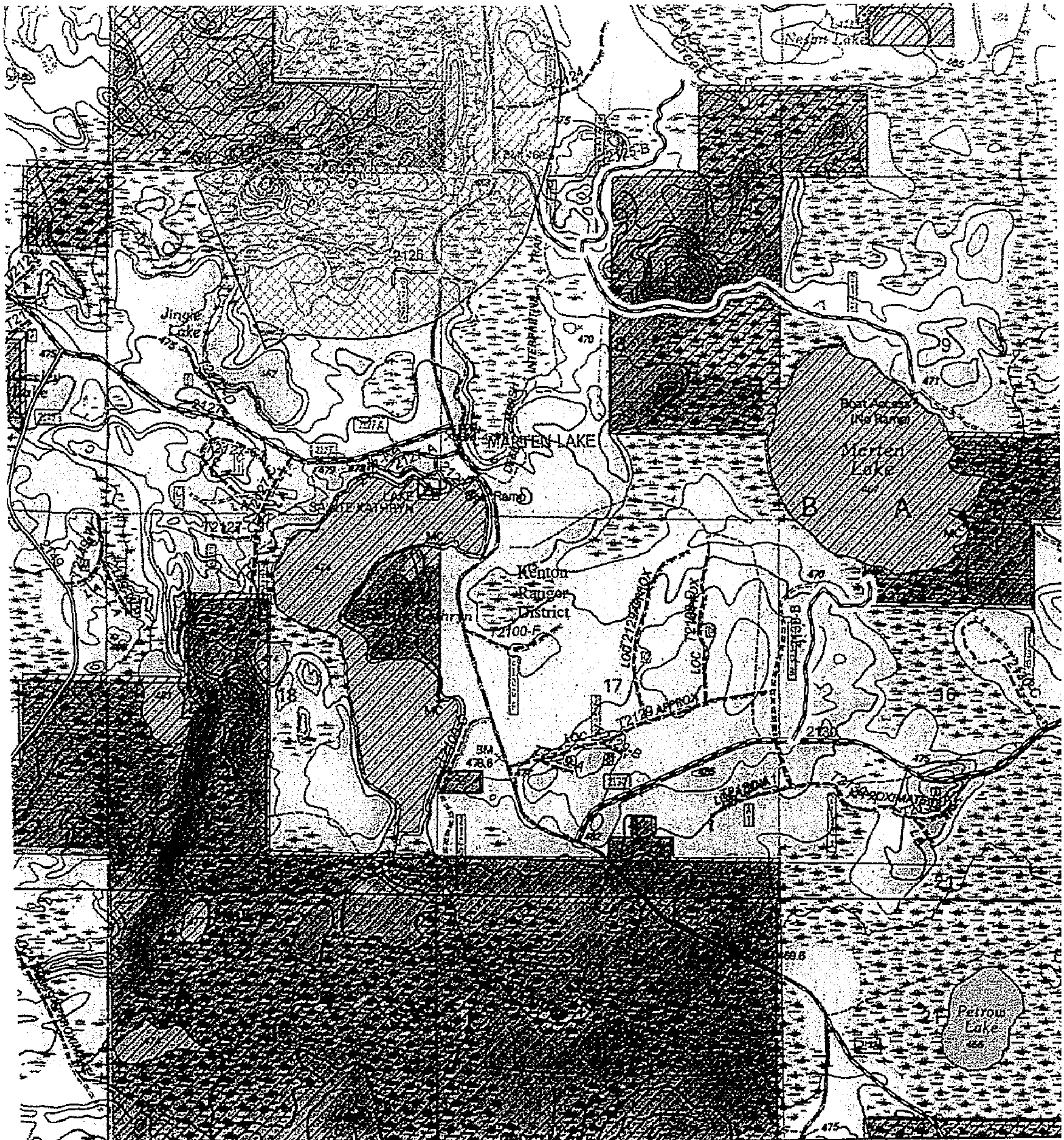
- Buried Electrical Cable
- Cabinet/Spice Pits
- Wild and Scenic Corridor
- LVD-L'Anse Trail Corridor
- NON-FS

WE Energy - FH16 Line Replacement Project
T47N, R37W, Section 14, Houghton County
Michigan
Kenton Ranger District

N

0 0.130.25 0.5





Legend

- South Lake Ste Kathryn SUP Project
- Wild and Scenic Corridor
- LVD-L'Anse Trail Corridor
- NON-FS
- USDA FOREST SERVICE

South Lake Ste Kathryn SUP Proposal
T46N, R35W, NWSW, Section 17
FR2100-G
Kenton Ranger District

N

0 0.130.25 0.5 Miles