

**IONIA COUNTY BOARD OF COMMISSIONERS
BOARD OF COMMISSIONERS MEETING**

DECEMBER 23, 2025 – 3:00 P.M.

**101 WEST MAIN STREET
IONIA, MICHIGAN**

THIS MEETING WILL BE HELD IN PERSON AND ZOOM

AGENDA

- I. Call to Order**
- II. Pledge of Allegiance**
- III. Invocation**
- IV. Approval of Agenda**
 - A. Consideration of additional items
- V. Public Comment** (Three-minute time limit per-speaker – please state name/organization)
- VI. Action on Consent Calendar**
 - A. Approve minutes of the previous meeting (s)
 - B. Approve per diem and mileage
 - C. Approve payments of Common Cash and General Fund Payroll for the month of November 2025- \$ 2,084,778.30
 - D. Approve payments of Health Department payroll and accounts payable for the month of November 2025-\$ 197,888.87
 - E. Approve payments of Road Department payroll and accounts payable for the month of November 2025- \$ 1,546,026.91
 - F. Approval of payments from Trust and Agency for the month of November 2025- \$ 896,700.65
- VII. Unfinished Business**
 - A. Request Approval to Renew Contract for Diesel Fuel – Linda Pigue
- VIII. New Business**
 - A. Request Approval to Renew and Upgrade to Inseyets Online Pro – Sheriff Noll
 - B. Request to accept proposal for Administration Building with Restore Consulting without the Construction Administration -Elective – Scott DeRuischer
 - C. Request Approval of Year-End Budget Amendments- Roxy Craton
 - D. Request Approval to buy Skidsteer – Linda Pigue
 - E. Request Approval to buy two dump trucks – Linda Pigue
 - F. Request Board to Adopt Resolution to enter into and sign MDOT Contract 25-5578- Linda Pigue

- G. Request board to Adopt Resolution Certifying Pline Road as a County Local Road– Linda Pigue
- H. Request Board Adopt Resolution Changing O’Brien Road from a Local Road to a Primary Road – Linda Pigue
- I. Request Board Approve Road Department 2025 Budget Amendments – Linda Pigue
- J. Request Approval to move MER’s surplus to the MER’s general fund- Chad Shaw
- IX. Department Reports**
 - A.
- X. Reports of Officers, Boards, and Standing Committees**
 - A. Chairperson
 - B. Board of Commissioners
 - C. County Administrator
- XI. Reports of Special or Ad Hoc Committees**
- XII. Public Comment (3-minute time limit per speaker)**
- XIII. Closed Session**
 - A. For the Strategy and Negotiation session connected with the negotiation of a collective bargaining agreement. MCL 15.268 (c)
- XIV. Adjournment**

Board and/or Commission Vacancies

- **Community Corrections Advisory Board- Ionia Community Mental Health Representative**
- **Land Bank Authority**
- **Mid-West Michigan Trail Authority- Ionia County Representative**

Appointments for consideration in the month of December 2025:

- **Hope and Recovery**
- **West Michigan Regional Planning Commission**
- **WMRPC Comprehensive Economic Development Strategy Committee**

Appointments for consideration in the month of January 2026:

- **Airport Zoning Board**
- **Board of Public Works**
- **Park Advisory Board**
- **Tax Allocation Board**



IONIA COUNTY BOARD OF COMMISSIONERS

Jack Shattuck, Chairman

December 12, 2025, 3:00 p.m.
Minutes

Members Present: County Commissioner David Hodges, County Commissioner Scott Wirtz, County Commissioner Larry Tiejema, County Commissioner Phil Hesche, County Commissioner Gordon Kelley, County Commissioner Jack Shattuck, County Commissioner Terence Frewen

Members Absent:

Others Present: County Administrator Chad Shaw, County Clerk Greg Geiger.

- I. Call to Order
Shattuck called the meeting to order at 3:00 pm.
- II. Pledge of Allegiance
Shattuck led the Pledge of Allegiance.
- III. Invocation
Kelley led the invocation.
- IV. Approval of Agenda
Board discussed agenda.
Motion to Approve Agenda
Moved by Kelley
Motion carried
- V. Public Comment
Hesche commented on employee health insurance.
- VI. Action on Consent Calendar
Board approved the consent calendar by unanimous consent.
- VII. Unfinished Business
No unfinished business.



IONIA COUNTY BOARD OF COMMISSIONERS

Jack Shattuck, Chairman

VIII. New Business

Board discussed scheduling 2026 Organizational Meeting.

*Motion to Schedule Meeting for January 13, 2026 and add Public Comment
Prior to Election of Chairman*

Moved by Frewen

Motion carried

Board discussed appointment of Jason Smith and Margery Briggs to the Ionia County Hope and Recovery Board for two-year terms.

Motion to Appoint Jason Smith and Margery Briggs

Moved by Frewen

Motion carried

Board discussed appointment of Ryan Wilson to the West Michigan Regional Planning Commission for a one-year term.

Motion to Appoint

Moved by Tiejema

Motion carried

Board discussed appointment of Ryan Wilson to the West Michigan Regional Planning Commission Comprehensive Economic Development Strategy Committee for a one-year term.

Motion to Appoint

Moved by Frewen

Motion carried

Board discussed approval of Countywide Early Voting Agreement for Election Services. Geiger presented the agreement and recommended approval.

Motion to Approve

Moved by Hodges

Motion carried

Board discussed contract for Sleet Sand for the Road Department. Road Department Director Linda Pigue presented the contract and recommended awarding the contract to Top Grade.

Motion to Approve

Moved by Hodges

Motion carried



IONIA COUNTY BOARD OF COMMISSIONERS

Jack Shattuck, Chairman

Board discussed contract for Chip and Fog Seal for the Road Department. Road Department Director Linda Pigue presented the contract and recommended awarding the contract to Farner.

Motion to Approve Contract Extension with Farner for 2026 Construction Season.

Moved by Tiejema

Motion carried

Board discussed contract for Diesel Fuel for the Road Department. Road Department Director Linda Pigue presented the contract and recommended awarding the contract.

Motion to Table

Moved by Kelley

Motion carried

Board discussed revision to Road Department policies 03 & 04. Road Department Director Linda Pigue presented the policies and recommended adoption

Motion to Approve Policies 03 & 04

Moved by Kelley

Motion carried

Motion to Approve Resolution to Grandfather in Local Bridge Applications Submitted Prior to January 1, 2026 from Ionia County Road Department Revised Policies 03 & 04

Moved by Kelley

Motion carried by Roll Call Vote

Yes – Hodges, Wirtz, Hesche, Kelley, Frewen

No – Tiejema, Shattuck

Board discussed annual maintenance payment to CORE Technology for Talon/LEIN System. Central Dispatch Director Lance Langdon presented the information and requested approval to make the payment.

Motion to Approve of 5 Year Agreement

Moved by Tiejema

Motion carried



IONIA COUNTY BOARD OF COMMISSIONERS

Jack Shattuck, Chairman

Board discussed annual maintenance payment to Central Square CAD System. Central Dispatch Director Lance Langdon presented the information and requested approval to make the payment.

Motion to Approve Payment to Central Square

Moved by Frewen

Motion carried

- IX. Department Reports
No Department Reports
- X. Reports of Officers, Boards, and Standing Committees
Shattuck commented on upcoming meeting.
Kelley commented on committee meetings and local trails.
Frewen commented on upcoming development projects.
Shaw commented on courthouse basement remodel, employee Christmas Party and holiday events.
- XI. Reports of Special or Ad Hoc Committees
No reports of special or ad hoc committees.
- XII. Public Comment
Stephanie Buoway commented on community open house and wind turbine projects.
- XIII. Closed Session
No closed session.
- XIV. Adjournment
Board discussed adjournment.
Motion to Adjourn
Moved by Kelley
Motion carried

Jack Shattuck, Chairman

Greg Geiger, County Clerk



IONIA COUNTY BOARD OF COMMISSIONERS

Jack Shattuck, Chairman

December 16, 2025
Finance Committee Minutes

Members Present: County Commissioner Terry Frewen
County Commissioner Larry Tiejema
Members Absent: County Commissioner David Hodges

Other Present: County Administrator Chad Shaw, Finance Director Roxy Craton, Roads Linda Pigue, Treasurer Judy Clark, Administrative Assistant Jami Elliott

I. Call to Order

Frewen called the meeting to order at 1:00 p.m.

II. Approval of Agenda

Committee discussed agenda, added discussion on County MERS surplus funds.

Motion to Approve Agenda

Moved by Tiejema

Supported by Frewen

Agenda approved by voice vote

III. Approve minutes of previous meeting, November 18, 2025

Motion to Approve Agenda

Moved by Tiejema

Supported by Frewen

Agenda approved by voice vote

IV. Public Comment

No Public Comment.

V. Finance reports for November 2025

Terry wanted to clarify that as of the end of November, we have 3.6 million in our 101 fund and 4.6 million in our 102, but it is not all available as it is designated to projects. Larry asked about the BS&A payment, which is a yearly subscription. Larry also asked about the prepaid accounts. Roxy is going to work with Maner on taking them over. Another question from Larry would like to know what expenses are for what projects. Linda said the report is 400+ pages.

VI. 2026 and 2025 Budget Amendments

Terry asked about the percentage used at what point to we make a budget amendment. Roxy said we have until December 30th to have the amendments approved. What she has is as of November 30th, but would

like to capture some of December in the amendments. Linda presented the Road Department budget amendments

VII. Designated Capital Improvement Fund

Marijuana funds to be used for Capital Improvement funds but do not get them until February. Need to restore the outside of the Administration Building as the brick has been deteriorating from the salt and the archway is falling down.

VIII. MERS surplus funds

Grant was received in 2022 and put into a surplus where the employees pay more now but we get balanced quicker. If we move the money from the surplus fund to the general it lowers our liability and will reduce the amount the employees pay but also moves it out 9 years.

IX. Adjournment

Motion to adjourn at 2:23 p.m.

Moved by Frewen

Supported by Hodges

Motion carried by voice vote



IONIA COUNTY BOARD OF COMMISSIONERS

Jack Shattuck, Chairman

December 16, 2025

Facilities Committee Minutes

Members Present: County Commissioner Gordon Kelley
County Commissioner David Hodges on Zoom
County Commissioner Terry Frewen

Members Absent:

Other Present: Facilities Director Scott DeRuischer, Administrator Chad Shaw, Administrative Assistant Jami Elliott

I. Call to Order

Kelley called the meeting to order at 2:32 p.m.

II. Approval of Agenda

Committee discussed agenda.

Motion to Approve Agenda

Moved by Frewen

Supported by Kelley

Agenda approved by voice vote

III. Approve minutes of previous meeting, November 18, 2025

Motion to Approve Agenda

Moved by Frewen

Supported by Kelley

Agenda approved by voice vote

IV. Public Comment

No public comment

V. Discussion on Jail Needs

Ongoing and will be on the agenda to continue discussion.

VI. Update on trees and lawn

Put on hold until spring, but Scott is reaching out to companies during the winter months.

VII. Administration Building Masonry

Committee recommends sending Restore Construction proposal to the Board of Commissioners without the Construction Administration- Elective

VIII. Board Room Renovations

- Scott presented some photos of different boardrooms. It was discussed that the boardroom has an Occupancy Load of 85. Chad asked if we should get a TV for the lobby regarding overoccupancy.*

IX. Facilities Capital Improvements/ Expenditures List/Wishes/ Budget

- *Ongoing*

X. Update on Johnson Controls/Opterra

Brainstorming/planning meeting on Wednesday at 9:00 am. Site walks the remainder of the day and into Thursday

XI. Update from Facilities Director

- *Flag is back in the building but not up as there are concerns: Foot Candles: 8.9 left side, 11.6 right side, and 8.8 center. Temp as the current temp is 66.7 degrees. Humidity is 40%. District Court RTU that heats the judge's office, court recorder, court administrator, and jury room stopped heating. Make up Air Unit in the sallyport garage in Court Annex keeps shutting down to low temp. Historic Courthouse Steam Heat had a leak in a steam line in the emergency Managers Office, Equalization and old phone room, all have been repaired. Probation Remodel is done besides two doors that are the wrong color. Snow Removal: we have used approx. 4,000# of salt over the last 3 weeks.*
- *Commissioner Kelly would like to have the next meeting in the Multi Purpose room so we can tour the remodel of Probation.*

XII. Adjournment 3:35

Motion to adjourn

Moved by Frewen

Supported by Kelley

Motion carried by voice vote

County of Ionia
Request for Per Diem and Mileage

Commissioner Frewen

November, 2025

Board/Commission	Date	Hours	Per Diem	Miles	Mileage
Commissioners Afternoon Meeting	11/11/2025	cancelled			\$0.00
Commissioners Afternoon Meeting	11/25/2025	1.5	\$50.00	38.6	\$27.02
Finance Committee	11/18/2025	1.25	\$50.00	38.6	\$27.02
Facilities Committee	11/18/2025	2	\$50.00	0	\$0.00
ICEA Meeting	none				
DHHS Board Meeting	11/06/25	1.5	\$50.00	35.8	\$25.06
Tax Allocation Board	none		\$50.00	38.6	\$27.02
Road Dept Meeting	11/03/2025	absent			
Road Dept Meeting	11/17/25	absent			\$0.00
Parks Advisory Board	11/12/25	1	\$50.00	38.6	\$27.02
Other:					
Road Dept Evening Meeting	11/03/2025	1	\$50.00	36	\$25.20
Budget Meeting	11/5/2025	1	\$50.00	38.6	\$27.02
				264.8	
Total Per Diem Requested:			\$400.00		
Total Mileage Requested:					\$185.36
			Total	\$585.36	
				12/08/2025	
Signed Terence M. Frewen				Date	
Per Diem Rates: \$50 for meetings up to three hours; \$75 for meetings more than three hours					
Mileage for 2025 is 70 cents /mile					

County of Ionia Request for Per Diem and Mileage

November Commissioner Hesche 2025

Board/Commission	Date	Hours	Per Diem	Miles	Mileage
Commissioners Meeting					
Commissioners Meeting	11-25		50		24
Budget Meeting	11-5		50		24
Special Board Meeting					
Grievance Hearing Committee					
Personnel Committee					
Lake Board-Morrison Lake					
Mid-West Trail Authority	11-20		50		84
Road Department Meeting	11-3		50		24
	11-19		50		24
	11-3		50		24
Other					

Total Per Diem Requested: \$1300.00

Total Mileage Requested: 204 \$142.80

Signed

Date

Per Diem Rates: \$50 for meetings up to three hours; \$75 for meetings more than three hours
Mileage for 2025 is .70 cents per mile.

County of Ionia Request for Per Diem and Mileage

Commissioner Hodges

Nov. 2025

Board/Commission	Date	Hours	Per Diem	Miles	Mileage
Commissioners Meeting					
Commissioners Meeting	11-25		50.00	38	
Road Dept Meeting	11-3		50.00	38	
Special Board Meeting					
Budget	11-5		50.00	38	
Audit Committee					
Facilities Committee	11-18		50.00	38	
Finance Committee	11-18		50.00	0	
Airport Board					
Community Mental Health	11-17		50.00	38	
Park Advisory Board	11-12		50.00	38	
West Michigan Regional Planning Comm	11-14	3 1/2	75.00	70	
Mental Health	11-24		50.00	38	
Other:					
				336	

Total Per Diem Requested: \$ 475.00

Total Mileage Requested: \$ 235.20

David R. Hodges
Signed

12-4-25
Date

Per Diem Rates: \$50 for meetings up to three hours; \$75 for meetings more than three hours
Mileage for 2025 is .70 cents per mile.

County of Ionia Request for Per Diem and Mileage

Commissioner Hodges

Dec.

2025

Board/Commission	Date	Hours	Per Diem	Miles	Mileage
Commissioners Meeting					
Commissioners Meeting	12-9		50.00	38	
Special Board Meeting					
Audit Committee					
Facilities Committee					
Finance Committee					
Airport Board					
Community Mental Health					
Park Advisory Board					
West Michigan Regional Planning Comm	12-6		50.00	60	
Other:					
				98	

Total Per Diem Requested: \$ 100.00

Total Mileage Requested: \$ 68.60

Signed Paul R Hodges

Date 12-4-25

Per Diem Rates: \$50 for meetings up to three hours; \$75 for meetings more than three hours
Mileage for 2025 is .70 cents per mile.

County of Ionia Request for Per Diem and Mileage

Commissioner Kelley

NOVEMBER

2025

Board/Commission	Date	Hours	Per Diem	Miles	Mileage
Commissioners Meeting	11/25	2	50		
Commissioners Meeting					
Special Board Meeting Budget	11/5	1	50		
Facilities Committee	11/18	2	50		
Personnel Committee	Cancelled				
Bargaining Committee PERA	11/6	2	50		
Brownfield Redevelopment Authority					
Commission on Aging Board	11/20	ABSENT			
Eight-CAP Governing Board	11/21	1	50		
Mid-West Trail Authority	11/20	1	50	54	37.80
Road Department Advisory	11/3	ABSENT			
Road Department Advisory	11/17	1-1/2	50		
SMART					
West Michigan Regional Planning Comm					
Other: ROADS / TWP OFFICIALS	11/3	1-1/2	50		

Total Per Diem Requested: 37.80 400-

Total Mileage Requested: 37.80

Signed

Kelley

Date

12/1/2025

Per Diem Rates: \$50 for meetings up to three hours; \$75 for meetings more than three hours

Mileage for 2025 is .70 cents per mile.

County of Ionia Request for Per Diem and Mileage

Commissioner Chair Shattuck

Nov 2025

Board/Commission	Date	Hours	Per Diem	Miles	Mileage
Commissioners Meeting	11-25		50.00		13.00
Commissioners Meeting					
Special Board Meeting Road Dept + townships	11-3		50.00		13.00
Grievance Hearing Committee					
Airport Board	11-11		~~50.00~~		
Airport Zoning Board			~~50.00~~		
Emergency Management Advisory Council					
Lake Board-Jordan Lake	11-12		50.00		25.00
MAC Workers' Comp Board					
Materials Mangement	11-27		~~50.00~~		
MSU Extensions Council					
Budget	11-8		50.00		13.00
Other:					

Total Per Diem Requested: 200.00

Total Mileage Requested: 44.00

Signed Jack Shattuck

11-25-25
Date

Per Diem Rates: \$50 for meetings up to three hours; \$75 for meetings more than three hours

Mileage for 2025 is .70 cents per mile.

Commissioner Tiejema
October-25

Board/Commission	Date	Hours	Per Diem	Miles	Mileage
Board of Commissioners Meeting	10/14/25	-	\$50.00	17	\$11.90
Budget Meeting	10/05/25	-	\$50.00	17	\$11.90
Board of Commissioners Meeting	10/28/25		\$50.00	17	\$11.90
Area Agency Aging Board Meeting	10/27/25	1:25	\$50.00		
ASCET (Mich Works Board)	10/27/25	1:15	\$50.00	52	\$36.40
Finance Committee Meeting					
Other:					

Total Per Diem Requested: \$250.00

Total Mileage Requested: \$72.10

Signed Larry Tiejema

12/08/25
Date

**Commissioner Tiejema
November-25**

Board/Commission	Date	Hours	Per Diem	Miles	Mileage
Commissioners Meeting					
Commissioners Meeting	11/25/25		\$ 50.00	18	\$ 12.60
Area Agency on Aging of Western MI	11/24/24	1:50	\$ 50.00	56	\$ 39.20
Finance Committee					
Budget Meeting	11/05/25		\$50.00	18	\$ 12.60
Other:					
				-	

Total Per Diem Requested:	\$150.00
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Total Mileage Requested:	\$64.40
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Larry Tiejema

Signed

12/08/24

Date

**IONIA COUNTY BOARD OF COMMISSIONERS
REQUEST FOR DISCUSSION/ACTION**

Title: Diesel Fuel
Date: December 9, 2025

CONTACT: Linda Pigue, Managing Director

DESCRIPTION: The Road Department has a contract with Petroleum Traders Corporation for diesel fuel. The contract includes the option for four additional one-year periods. This will be the third of four renewals.

OTHER DEPARTMENTS/AGENCIES AFFECTED:

None.

FINANCIAL ANALYSIS:

The purchase of diesel fuel is included in the Department's budget.

LEGAL REVIEW:

Not applicable.

DEADLINE:

December 9, 2025

SPECIFIC ACTION REQUESTED (PROPOSED BOARD MOTION):

Request the Board approve contract renewal through February 28, 2027.

ADMINISTRATOR'S RECOMMENDATION:

Administrator recommends approval.

IONIA COUNTY BOARD OF COMMISSIONERS

REQUEST FOR DISCUSSION/ACTION

2023 REQUIREMENTS FOR DIESEL FUEL

*Adam Direct #
260-469-5826*

CONTACT:

John Niemela, Managing Director
Road Department

DESCRIPTION:

The Road Department did seasonal bids for a variety of materials and supplies earlier this year. One of the items was diesel fuel. We did not receive any bids at that time. The bid was essentially for the trucking cost of the fuel along with an additive that will be added to the actual price of the fuel. This time we received 4 bids as follows:

	Ultra Low Sulfur <u>Premium Winter Blend</u>	Regular Low Sulfur <u>Summer Blend</u>
Petroleum Traders Corporation	\$0.0687/gallon	\$0.0487/gallon
Corrigan Oil	\$0.0755/gallon with FSC*	\$0.0455/gallon with FSC*
Van Maner Petroleum Group	\$0.100/gallon with FSC*	\$0.080/gallon with FSC*
Crystal Flash	\$0.0876/gallon	\$0.0476

*FSC- Fuel Service Charge

Both Corrigan and Van Maner indicated on their bids there would be an additional fuel service charge so that was added to their original bid price based on conversations with both companies and shown above.

OTHER DEPARTMENTS/AGENCIES AFFECTED:

None.

FINANCIAL ANALYSIS:

The estimated cost for diesel fuel is included in the 2023 Road Department budget.

LEGAL REVIEW:

Not applicable.

DEADLINE:

May 9, 2023

SPECIFIC ACTION REQUESTED (PROPOSED BOARD MOTION):

The Board is asked to approve a motion to award the bid to Petroleum Traders Corporation for their bid for Ultra Low Sulfur Premium Winter Blend at \$0.0687 and for Regular Low Sulfur Summer Blend at \$0.0487.

ADMINISTRATOR'S RECOMMENDATION:

County Administrator recommends approval of this request.

SEASONAL BID - TUESDAY MAY 3, 2023 @ 1:00 PM
TABULATION

DIESEL FUEL

ULTRA LOW SULFUR WINTER BLEND	<i>Petroleum Traders Corporation Fort Wayne, IN</i>	<i>Crystal Flash Inc. Grand Rapids, MI</i>	<i>Van Maner Petroleum Group Grand Rapids, MI</i>	<i>Corrigam Oil Brighton, MI</i>
Freight	\$0.0803	\$0.0876	\$0.035 includes 25% *FSC	\$0.0455 includes 30% *FSC
Cents per gal over rack	0.0116 discount		\$0.0650	\$0.03 for additive
Total Price per Gallon	\$0.0687	\$0.0876	\$0.1000	\$0.0755
REGULAR LOW SULFUR SUMMER BLEND	<i>Petroleum Traders Corporation Fort Wayne, IN</i>	<i>Crystal Flash Inc. Grand Rapids, MI</i>	<i>Van Maner Petroleum Group Grand Rapids, MI</i>	<i>Corrigam Oil Brighton, MI</i>
Freight	\$0.0803	\$0.0476	\$0.035 includes 25% *FSC	\$0.0455 includes 30% *FSC
Cents per gal over rack	\$0.0316 discount	\$0.0000	\$0.0450	\$0.0000
Total Price per Gallon	\$0.0487	\$0.0476	\$0.0800	\$0.0455
Notes:	<i>Net 30 days</i>	<i>Net 10 days</i>	<i>Net 10 days</i> *FSC - Fuel Service Charge	*FSC - Fuel Service Charge

Board Action 05/09/2023



IONIA COUNTY BOARD OF COMMISSIONERS

David Hodges, Chairman

Motion to Approve 2023 Printer Modernization Program

Moved by Frewen

Supported by Kelley

Motion carried by voice vote

Board discussed approval of Lead Care Coordinator Agreements. Health Department Director Chad Shaw presented the agreement and recommended approval. Board discussed the lead testing process, and how many citizens this could potentially assist.

Motion to Approve Lead Care Coordinator Agreement

Moved by Tiejema

Supported by Wirtz

Motion carried by voice vote

Board discussed bids for the delivery of diesel fuel for the Road Department. Road Department Director John Niemela presented the request and recommended approval. Board discussed possibility of fuel shortages.

Motion to Approve Bid

Moved by Shattuck

Supported by Tiejema

Motion carried by voice vote

Board discussed bids for the improvements of Johnson Road to upgrade road to Class A road. Road Department Director John Niemela presented the request and recommended approval. Board discussed bid process, possible price overages, and project timeline. Board discussed fulfillment of escrow by May 31, 2023.

Motion to Approve Bid Pending Fulfillment of Escrow by May 31, 2023

Moved by Shattuck

Supported by Kelley

Motion carried by voice vote

Board discussed Farmland Preservation Agreement.

Motion to Approve Farmland Preservation Agreement for Geerlings

Moved by Frewen

Supported by Tiejema

Motion carried by voice vote

Board discussed Ionia County Economic Alliance and how the development of the Eagle Township development site may affect Ionia County. Frewen Presented the overview of the project. ICEA Director Ryan Wilson presented more

ROAD COMMISSION FOR IONIA COUNTY

170 E. Riverside Drive • Ionia, Michigan 48846 • Phone (616) 527-1700 • Fax (616) 527-8848

NOTICE TO BIDDERS

Sealed bids will be received until **1:00 p.m. on Tuesday, May 2, 2023** at which time they will be publicly opened and read in the Ionia County Administration office, 3rd floor, 101 W. Main St, Ionia, MI 48846 for the following:

2023 REQUIREMENTS FOR DIESEL FUEL

The contractor shall certify that all materials meet current Michigan Department of Transportation specifications. All bids will meet or exceed the specifications established by the Ionia County Road Commission and/or the Michigan Department of Transportation.

Further information, upon which bids shall be based, is available at the road commission office www.ioniacountyroads.org on the "[Doing Business](#)" page. **The bid form is to be returned in a sealed envelope plainly marked Sealed Bid for Diesel Fuel and shall include the name and address of the bidder.** Sealed bids are to be submitted to the following address:

County of Ionia
Attn: County Administrator
101 W. Main Street, 3rd Floor
Ionia, MI 48846

The Ionia County Road Commission and/or Michigan Department of Transportation reserves the right to reject any or all proposals or to waive irregularities therein, and to accept any proposals which, in their opinion, may be most advantageous and in the best interest of the Ionia County Road Commission and the Michigan Department of Transportation.

INVITATION TO BID

Sealed bids will be received until **1:00 p.m. on Tuesday, May 2, 2023** at which time they will be opened and read aloud for the following materials to be furnished, upon request, for the remaining period **through February 29, 2024**.

DIESEL FUEL

Contact: chrisp@ioniacountyroads.org

ULTRA LOW SULFUR PREMIUM WINTER BLEND

REGULAR LOW SULFUR PREMIUM SUMMER BLEND

At the time invoice is delivered to Ionia County Road Commission, vendor shall supply the following: Rack location and rack price on date of delivery so that ICRC can verify prices.

USE BID SHEET FOR DIESEL FUEL

All of the aforementioned materials must meet the current Michigan Department of Transportation Specifications, except that English equivalents shall be used (test slips or certification will be required).

When specified, delivery dates are expected to be met. Failure to meet delivery dates could impact future orders from the Ionia County Road Commission.

All prices shall be F.O.B. Ionia County, Michigan.

The Ionia County Road Commission reserves the right to reject any or all bids and to waive any defects or irregularities and to make an award which in their opinion is in the best interest of Ionia County.

Bid prices are to remain firm for a period of one (1) year. Successful bidders may offer to extend the same pricing for a maximum of four additional one-year periods. All other terms and conditions must remain the same for any additional periods. The commission reserves the right to accept or reject the offered extensions in the best interest of Ionia County.

All proposals are to be sealed in 9" x 12" envelopes and plainly marked as to the name of the bidder, and specify the name of the material being bid.

INSTRUCTIONS TO BIDDERS

Sealed bids will be publicly opened at the office of the Ionia County Administrator located at 101 W. Main Street, 3rd floor, Ionia, MI 48846.

Refer to the **"INVITATION TO BID"** for the exact timing and for the identification of the bids as related to furnishing materials, services, equipment, work and/or supplies with the terms, conditions, specifications, drawings, plans and special provisions as stated herein and hereto attached.

1. All bids must be submitted on the blank form provided. The bid shall be legibly prepared in ink or typewriter. Erasures or alterations must be initialed by the bidder.
2. Specifications and plans should not be returned with bid unless otherwise stated herein.
3. **All proposals are to be sealed in 9" x 12" envelopes and plainly marked as to the name of the bidder, and specify the name of the material being bid.**
4. Bids will not be accepted after the time designated for the opening of the bids. The bidder shall assume full responsibility for delivery of bids prior to the appointed hour for opening same and shall assume the risk of late delivery or non-delivery regardless of the manner employed for the transmission thereof. **Bids will be accepted at the County Administration office** at any time during normal business hours only, said hours being 8:30 a.m. to 5:00 p.m., Monday through Friday, with the exception of legal holidays.
5. It is understood that the Ionia County Road Commission is a governmental unit and as such, is exempt from the payment of all State and Federal taxes, except as allowed by the regulatory agencies to be included in the cost of materials and services.
6. The bidder, as evidenced by execution of the bid form, thereby declares that the bid is made without collusion with any other person, firm or corporation and agrees to furnish all bid items in strict adherence with all Federal regulatory measures.
7. The Board reserves the right to reject any and all bids, to waive any irregularities therein, and to accept any bid which, in the opinion of the Board, may be most advantageous and to the best interest of the County. In case of error in the extension of prices in the bid or other arithmetical error, the unit prices will govern.

**BID SHEET
DIESEL FUEL**

The undersigned, having examined the "Invitation to Bid" proposes to furnish the following material requirements through February 29, 2024. All prices quoted include delivery to the Ionia County Road Commission garages or, where designated at any location within Ionia County and all materials meet or exceed the current Michigan Department of Transportation Specifications.

Tank Location: 170 E. Riverside Drive, Ionia, MI 48846
Minimum delivery: 12,500 gallons

Tank Size: 20,000 gallons
Annual Usage: 50,000 gallons

ULTRA LOW SULFUR
PREMIUM
WINTER BLEND

REGULAR
LOW SULFUR
SUMMER BLEND

+FREIGHT \$ _____

\$ _____

+Cents per gallon

OVER OPIS avg-Lansing \$ _____

\$ _____

=Total Price per Gallon \$ _____

\$ _____

CHECK THE ONE THAT APPLIES:

_____ **Order date price is held** through the delivery date - example: if fuel is ordered on Monday and delivered on Thursday – Monday's price is used.

_____ **Order date price is not held** through the delivery date - example: if fuel is ordered on Monday and delivered on Thursday – Thursday's price is used.

PAYMENT TERMS: _____

Authorized Signature

Date

Print Name / Title

Phone Number

Company Name

Fax Number

Address

Cell Phone Number

City, State, ZIP

Email address



what is rack price for fuel



Sign in

AI Mode All Shopping Images Videos Short videos News More Tools

AI Overview

A fuel "rack price" (or wholesale rack price) is the price of gasoline or diesel at a distribution terminal, ready for tanker trucks to pick up and deliver to gas stations or end-users, reflecting refinery costs, transport to the terminal, and fees, but *not* taxes or delivery to the final pump. These prices fluctuate daily based on crude oil costs, market demand (spot prices), and supply, forming the base cost for retailers and jobbers before adding their own costs and profits. 

Key Aspects of Rack Pricing:

- **Location-Specific:** Prices vary by terminal, even within the same region, due to local supply/demand and terminal fees.
- **Market-Driven:** Tied to spot market prices (immediate sales) and crude oil futures, impacting how much suppliers charge at the rack.
- **Includes Costs:** Covers the fuel's cost, blending (additives), terminal fees, and overhead, but excludes taxes and final delivery (freight) to the station.
- **Sets Retail Prices:** The rack price is the crucial wholesale starting point from which retailers build their final pump prices, creating the "rack-to-retail spread".
- **Data Sources:** Companies like OPIS, DTN, and Mansfield Energy provide this data to buyers for informed decisions. 

In essence, it's the **wholesale price at the terminal** that determines the baseline cost for fuel businesses before it reaches consumers. 

What Is A Fuel Rack Price? - Kendrick Oil

Jan 18, 2016 — The rack price includes the cost of the gas itself, as well as transportation, overhead, and profit costs. The price c...

 Kendrick Oil 

**IONIA COUNTY BOARD OF COMMISSIONERS
REQUEST FOR DISCUSSION/ACTION**

Renewal and Upgrade to Inseyets Online Pro
12/23/25

CONTACT:

Sheriff Charlie Noll

DESCRIPTION:

This product we already own. This is just a service agreement and upgrade. This product is the best product that supports investigating I phones and other devices.

OTHER DEPARTMENTS/AGENCIES AFFECTED:

None

FINANCIAL ANALYSIS:

The proposed renewal and upgrade will be made at the cost of \$10,742.51 using the existing IT budget. This cost includes a 1-year term which includes: S-UFD-20-003 Inseyets Pro UFED Subscription, S-UFD-20-006 Inseyets Pro PA Subscription, F-UFD-06-005 Inseyets upgrade kit.

LEGAL REVIEW:

[Click here to enter text.](#)

DEADLINE:

12/23/25 board meeting.

SPECIFIC ACTION REQUESTED (PROPOSED BOARD MOTION):

Request for the Board of Commissioners to approve the renewal and upgrade to Inseyets Online Pro through Cellebrite at a cost of \$10,742.51.

ADMINISTRATOR'S RECOMMENDATION:

Administrator Shaw recommends

IONIA COUNTY BOARD OF COMMISSIONERS

REQUEST FOR DISCUSSION/ACTION

Administration Building Façade Design and Bidding Services
December 23, 2025

CONTACT:

Scott DeRuischer – Facilities Director
616-527-5345

DESCRIPTION:

In May 2025, the Facilities Committee engaged Restore Consulting, based on a recommendation from Grand River Builders, to evaluate the condition of the Administration Building's façade. On May 19, 2025, Restore Consulting submitted a proposal outlining engineering consulting services for condition assessment, repair design, bidding support, and construction administration.

Following receipt of the proposal, the Facilities Committee approved proceeding with the Evaluation Phase. On September 16, 2025, Restore Consulting delivered a comprehensive condition evaluation report identifying several areas requiring immediate attention. The report categorized repairs into four priority levels: immediate, high, medium, and future.

After reviewing the findings, the Facilities Committee recommends moving forward with the repairs identified as "immediate" in the cost estimate, as well as item R12, which is classified as a high-priority repair.

The next step in this process is to initiate the development of construction drawings, bidding documents, and contract administration materials. Restore Consulting has proposed a fee of \$14,650 for this phase.

OTHER DEPARTMENTS/AGENCIES AFFECTED

FINANCIAL ANALYSIS

Funding for this phase of the project in the amount of \$14,650 would come from the remaining Courthouse Façade Committed Project Funds.

LEGAL REVIEW:

N/A

DEADLINE:

As soon as possible

SPECIFIC ACTION REQUESTED (PROPOSED BOARD MOTION):

Motion to approve the development of construction design drawings, bidding documents, and contract materials for the Ionia County Administration Building Façade Restoration project, in the amount of \$14,650.00. Funding for this phase will be provided from the remaining Courthouse Façade Committed Project Funds

ADMINISTRATOR'S RECOMMENDATION:

County Administrator Recommends Approval of this Request.



May 19, 2025

Scott DeRuischer
Ionia County Facilities Director
Courthouse - Garden Level
100 West Main Street
Ionia, Michigan 48846

Re: Ionia County Administration Building Facade
RESTORE Proposal Number 2025-1332

Dear Mr. DeRuischer:

This proposal is for engineering consulting services related to the condition evaluation, repair design, bidding, and construction administration of repairs to the building façade located at 101 W Main St. Ionia, Michigan 48846. The scope of services will include an initial site visit to document the condition of all aspects of the building façades, including the brick and stone masonry, flashings, and windows/doors. Additional evaluation of the building roof is also available, if requested.



BACKGROUND

The two-story building located at 101 W Main St. was constructed in 1904. The building's walls are believed to be constructed of mass masonry with red facing brick, sandstone ornamentation, and a granite base. The replacement windows and doors are not believed to be original to the structure. Significant alterations to the parapet wall and south wall appear to have taken place since the original era of construction.

We understand you would like an evaluation of the building façade to inform repair efforts focused on areas of masonry deterioration and deficiencies in the façade caused by environmental exposure, use, or original design issues. We understand that you may wish to consider material alternatives to the existing brick masonry near grade on the west elevation.



SCOPE OF SERVICES

I. Evaluation

- A. Coordinate the timing and logistics of the evaluation with you.
- B. Review any prior reports, drawings, or information provided relative to the original construction, modification, restoration, repair, and maintenance of the building facades.
- C. Meet with you to understand the known issues with the building facade as well as the history of prior repairs and maintenance work.
- D. Review the building from the ground and the roof to document the condition of the façades on all elevations. Additional review from a lift is available, if requested, for an additional fee.
- E. Verify the condition of the masonry units and mortar joints.
- F. Review the condition of the windows, doors, sealants, flashings and other façade elements.
- G. Review the interior to investigate any signs of water or air infiltration. Infrared thermography and moisture meters may be used to attempt to detect any wet interior materials. If possible, we will review the inside of the exterior wall from the attic or other accessible space below the roof.
- H. If possible, review the exterior basement walls and the vault, if any, under the sidewalk.
- I. Measurements and documentation will be recorded of both overall building dimensions and unique details. This information will be useful for both estimating costs and creating construction documents for subsequent repair projects, if requested.
- J. A written report complete with photo documentation will be provided documenting the current condition and recommended repair items for the building facade.
- K. The report will include an itemized cost estimate of recommended repairs.
- L. RESTORE will be available to meet and answer questions related to the report's findings.

II. Repair Design / Construction Documents

- A. Prepare scaled elevation drawings showing the location and types of repairs.
- B. Prepare details related to the repairs, incorporating both scaled drawings and photos to aid in communicating the scope.
- C. Work scope statements will be provided directly on the drawings for each repair item that will specifically outline materials to be used and detailed descriptions of the repair item. These work scope statements are more adaptable to restoration projects rather than generic specification documents.
- D. Construction Documents will include a bid table that will list all the repair items with quantities, pay units, etc.



III. Bidding

- A. Competitive Bidding – Provide repair bid documents to 2 to 3 qualified contractors for bidding. Documents will be issued electronically in PDF format.
- B. Record and answer contractor questions regarding the bid documents and the overall scope of work.
- C. Create a bid tabulation showing comparisons of the bids to each other and to the RESTORE estimate.

IV. Construction Administration

- A. Coordination – Coordinate with you and the Contractor through all phases of work.
- B. Permitting – Provide engineered stamped drawings suitable for permit application by the Contractor, if needed.
- C. Prepare an AIA Owner-Contractor Agreement to be used for your contract with the Contractor.
- D. Pre-Construction Meeting – Organize and attend a pre-construction meeting with you and the Contractor to review the scope of work.
- E. Submittals – Review and approve, as necessary, all Contractor supplied submittals including materials, shop drawings, warranties, etc.
- F. Pay Requests – Review and approve monthly pay requests as required.
- G. Provide site visits during construction to review the work and answer questions. Field Reports with photo documentation will be created for each site visit during construction.
- H. Punchlist – Review the work completed with you and the Contractor near the end of the project. A formal punch list will be provided.



FEE

The estimated fee for providing the scope of services outlined in this proposal is included in the table below. All phases will be completed on an hourly basis, plus reimbursable expenses.

Phase	Estimated Fee (includes expenses)
Evaluation	\$3,950
Design ¹	\$7,500
Bidding	\$850
Construction Administration ²	\$7,250
Total	\$19,550

Notes:

1. Value is an estimate based on an anticipated scope of repair based on previous projects of a similar scale and complexity. The actual design requirements will vary. Updated design estimate will be made following completion of evaluation phase.
2. Includes an estimated four (4) site visits to observe and review construction. An annotated field report with photos will be issued each site visit. The actual number of required visits will depend on the defined scope and complexity of repair. Updated CA estimate will be made following completion of design phase.

These services will be performed in accordance with the listed standard terms and conditions. Please sign and return one fully executed proposal to serve as the contract agreement for this project.

Thank you for the opportunity to provide a proposal for these services. Please contact me if you have any questions.

Sincerely,

Michael DeMaagd Rodriguez, AIA
Restore Consulting, LLC

Proposal Accepted by:

Client Representative Signature

Printed Name & Title

Company Name

Date



Terms and Conditions

1. Invoices and Payment – Invoices shall be submitted by Restore Consulting, LLC monthly and are due upon presentation and shall be considered past due if not paid within 30 calendar days of the due date.
2. Late Payment and Interest – If payment is not received in full by Restore Consulting, LLC within 30 calendar days of the due date, invoices may bear interest at 1.5 percent of the past due amount per month, which shall be calculated from the invoice due date.
3. Confidentiality – Restore Consulting agrees to keep confidential and not to disclose to any person or entity, other than employees and sub consultants of Restore Consulting, LLC any data or information furnished by the Client marked “Confidential.”
4. Dispute Resolution – In an effort to resolve any conflicts that arise during or following the completion of this Project, the Client and Restore Consulting, LLC agree that all disputes between them arising out of or relating to this Agreement or Project shall be submitted to nonbinding mediation.
5. Estimates of Probable Construction Cost – In providing estimates of probable construction cost, the Client understands that Restore Consulting, LLC has no control over the cost or availability of labor, equipment, or materials, or over market conditions or the Contractor’s method of pricing, and that the estimates of probable construction costs are made on the basis of professional judgment and experience. Restore Consulting, LLC makes no warranty, express or implied, that the bids or negotiated cost of the Work will not vary from the estimate of probable construction cost.
6. Indemnification – The Client agrees, to the fullest extent permitted by law, to indemnify and hold harmless Restore Consulting, LLC, its officers, employees and sub consultants against all damages, liabilities or costs, including reasonable attorney’s fees and defense costs, arising out of or in any way connected with this Project by any of the parties of this agreement or on the Project, excepting only those damages, liabilities or costs attributable to the negligent acts, errors or omissions, or willful misconduct of Restore Consulting, LLC.
7. Limitation of Liability – To the maximum extent permitted by law, the Client agrees to limit liability of Restore Consulting, LLC to Client’s damages to sum of \$5,000 or the consultant’s fee, whichever is greater.
8. Severability – If any term or provision of this Agreement is held to be invalid or unenforceable under any applicable statute or rule of law, such holding shall be applied only to the provision so held, and the remainder of this Agreement shall remain in full force and effect.
9. Termination – In the event of termination of this Agreement by either party, the Client shall within fifteen (15) calendar days of termination pay Restore Consulting for all services rendered and all reimbursable costs incurred by Restore Consulting up to the date of termination, in accordance with the payment provisions of this Agreement.
10. Standard of Care – In providing services under this Agreement, Restore Consulting LLC shall perform in a manner consistent with that degree of care and skill ordinarily exercised by members of the same profession currently practicing under similar circumstances at the same time and in the same or similar locality.
11. Timeliness of Performance – The Client and Restore Consulting are aware that many factors outside the control of Restore Consulting may affect the ability to complete the services to be provided under this Agreement. Restore Consulting will perform these services with reasonable diligence and expediency consistent with sound professional practices.
12. Site Survey – If a site survey is included, the review will be a limited visual review of typical elements not an in-depth investigation. While every attempt will be made to identify areas of concern and repair needs, latent deficiencies from original design, original construction and repairs may not be revealed or apparent during the questioning and during our review, including hidden conditions.
13. Existing Conditions – Restore Consulting cannot be responsible in any way for latent deficiencies or as-built conditions in the existing structure that were not identified in documentation provided or that vary from the original design drawings. Any cost associated with changed or hidden conditions will be treated as additional services.
14. Information Provided by Others – Restore Consulting will use information provided in performing its services and is entitled to rely upon the accuracy and completeness thereof. Restore Consulting shall not be held responsible for any errors or omissions that may arise as a result of erroneous or incomplete information provided.
15. Design Without Construction Phase Services – It is understood that if the scope of services under this agreement does not include project observation or review of the Contractor’s performance or any other construction phase services, and that such services will be provided by others. Restore Consulting assumes no responsibility for interpretation of contract documents provided or for construction observation.



September 16, 2025

Scott DeRuischer
Ionia County Facilities Director
Courthouse - Garden Level
100 West Main Street
Ionia, Michigan 48846

Re: Ionia County Administration Building Façade Evaluation
RESTORE Project Number 2025-1332

Dear Mr. DeRuischer:

This report documents the findings of a condition evaluation of the building façade located at 101 W Main St. Ionia, Michigan 48846. The onsite portion of the evaluation was performed June 13, 2025 by Michael DeMaagd Rodriguez, AIA.

BACKGROUND

The two-story building located at 101 W Main St. was constructed in 1904. The building's walls are believed to be constructed of mass masonry with red facing brick, sandstone ornamentation, and a granite foundation wall. No surviving doors or windows appear to be original to the structure. Significant alterations to the parapet wall and south wall appear to have taken place since the original era of construction.

Restore Consulting, LLC (RESTORE) was asked to perform an evaluation of the building façade to inform repair efforts focused on areas of masonry deterioration and deficiencies in the façade caused by environmental exposure, use, or original design issues.



North Elevation



SUMMARY OF FINDINGS

In general, the building's facades are in fair condition. The original building construction generally utilized robust and durable materials and assemblies which remain stable and useful. Select areas of the building's facades are in very poor condition, largely due to the limited use of less durable materials, some poor original design details, and items of deferred maintenance.

North Elevation

1. The ornate sandstone surround at the main entrance is in fragile condition. While there are no apparent structural or life safety issues at this time, the stone is progressively deteriorating, and significant loss of ornamental detail has occurred. Without intervention, the deterioration will likely continue until large portions of stone need to be replaced. Part of the cornice is fractured, though it appears stable at this time. Repair efforts will need to be carefully researched and tested as to not introduce incompatible materials that may further damage the stone.
2. The painted wood door, lunette window, sidelights, and trim are in fair condition. Some of the carpentry is historic; other carpentry is a somewhat rudimentary later reconstruction. All painted wood should be cleaned and repainted.
3. The front entrance steps are in poor condition. Various concrete coatings and repairs are not well bonded and are delaminated.
4. The iron railings are in stable condition, though heavily corroded. They should be thoroughly cleaned and coated, and perhaps removed and sandblasted to arrest the damaging corrosion.
5. Aluminum window trims near grade are corroded due to salt exposure. These trims will need to be replaced.
6. Steel doors and frames to the basement level are heavily corroded, impairing normal function, and must be replaced.
7. Repair or replacement of aluminum trim and perimeter sealants at upper story windows is needed. The replacement window units appear to be in functional condition. No window leaks were reported.
8. The coursed granite base is in fair condition with some large voids in the mortar joints.
9. Other sandstone elements, including windowsills, appear in fair condition. Most mortar joints between stones are entirely failed and open. Many stones are stained and dirty from environmental exposure.
10. The brick masonry is variously in good to poor condition. Brick units are generally sound and undamaged, though many areas of deteriorated or missing mortar were observed. It should be noted that the historic brick units are of an uncommon dimension, and the mortar joints are exceptionally small—approximately 1/8"—both factors which will make masonry maintenance and repair more time consuming and costly.



East Elevation

1. The coursed granite base is in fair condition with some large voids in the mortar joints.
2. The sandstone arch at the SE corner appears structurally stable, though the stone voussoirs are delaminating on their bottom faces. Pieces of falling stone may pose a safety hazard to pedestrians below.
3. Other sandstone elements, including windowsills, appear in fair condition. Most mortar joints between stones are entirely failed and open. Many stones are stained and dirty. One stone at the lower water table was observed to be fractured.
4. Brick masonry is variously in good to poor condition. Many areas of deteriorated or missing mortar were observed. Minor staining and efflorescence was observed throughout the elevation. Several linear fractures through multiple brick courses were observed at window openings. An area of minor brick displacement was observed at the 2nd floor window at the SE corner.
5. Repair or replacement of aluminum trim and perimeter sealants at upper story windows is needed. The replacement window units appear to be in functional condition. Several insect screens were observed to be damaged.
6. An abandoned door opening is in-filled with an exterior insulating finish system (EIFS). The EIFS cladding does not appear well flashed or sealed. The finish is damaged in multiple areas and should be repaired or replaced.

South Elevation

1. The south elevation is largely clad with non-historic brick. The brick masonry is generally in good condition, except for a couple areas of damage and one area of step cracking between the foundation and door.
2. Joint sealants are absent at the vertical junctures between dissimilar cladding materials.
3. Storefront window systems appear to be in good condition, though some interior screens are damaged. Perimeter sealants are nearing the end of their useful material life.
4. Exposed steel window lintels are mildly corroded. No flashing or weep systems were observed at the lintels. In time, it should be anticipated that expansive corrosion will damage surrounding masonry. Preventative measures would require removal of brick around each lintel, cleaning/painting the steel, and installing flashing. Painting of the exposed portions of the steel lintels may be performed as an advance measure to slow corrosion.
5. Though not necessarily a functional concern, entry points and sealing for various utilities at the SW corner are somewhat haphazard and inconsistent.



West Elevation

1. The west elevation is constructed with various historic “common” brick units. These units are generally softer, more porous, and of a lower quality than facing brick on other elevations. The masonry has additionally been painted and subjected to many repairs of varying degrees of quality and appropriateness.
2. The lower 18” (approx.) of the wall is in failing condition with severe, widespread brick spalling and deterioration. This portion of the wall will need to be reconstructed. Damage may extend to unseen inner wythes of the wall and contingency should be budgeted accordingly. In at least one location, daylight was visible from the interior side of the wall at the basement level. Soft, porous brick appears incompatible with the frequent exposure to water, snow, and salt in this location and reconstruction with alternate materials may be considered.
3. The upper portion of the wall at the parapet level is in failing condition with spalling and deterioration. Areas of this portion of the wall will need to be reconstructed.
4. Some window openings have been filled with sand-lime bricks which have suffered significant deterioration. Some window opening arches are damaged and will need to be rebuilt or stabilized and repaired.
5. Other various areas of masonry deterioration, failed patches, and step cracking were observed throughout the west elevation.
6. The masonry paint is failing throughout the west elevation. At a minimum, the entire wall should be thoroughly cleaned. Considerations may be made for repainting/coating, though these repair efforts will need to be carefully researched as to not introduce incompatible materials that may further damage the masonry.



RECOMMENDED REPAIR PRIORITIES

Immediate Priority (Immediate – 1 Year)

1. East Elevation – Remove delaminating layers of SE sandstone arch. Establish monitoring program to detect future delamination or deterioration of stone voussoirs.
2. North Elevation – Replace corroded steel doors and frames.
3. West Elevation – Perform comprehensive repairs to failing masonry, including reconstruction of the lower portion of the wall, reconstruction of areas of the upper wall, and repair of miscellaneous deteriorated mortar and bricks throughout the elevation. Review options to clean and recoat the painted masonry.
 - a. Suggested Upgrade – Add a concrete curb at grade and coursed granite to match adjacent elevations.

High Priority (Years 1-2)

1. North Elevation – Stabilize and repair sandstone entry surround. Add non-staining metal flashing at top of cornice.
2. North Elevation – Clean and paint exterior carpentry at entry.
3. North Elevation – Clean and paint iron guardrails.
4. South Elevation – Clean and paint exposed steel brick lintels.

Medium Priority (Years 2+)

1. North Elevation – Repair concrete step delamination.
2. North & East Elevations – Repoint and clean 100% of brick and stone masonry, including replacement of isolated damaged brick units, crack repair, and stone patching. May be performed in phases.
3. North & East Elevations – Repair aluminum window trim and replace perimeter sealants following masonry repair.
4. South Elevation – Repoint and repair isolated masonry cracking.
5. South Elevation – Install joint sealant between dissimilar cladding materials.
6. South Elevation – Replace window perimeter sealants.
7. East Elevation – Repair EIFS infill and seal perimeter.

Future Priority & Suggested Upgrades

1. South Elevation – Remove masonry above lintels to repair corroding steel and reflash the lintels.
2. North & East Elevations – Install historically appropriate sheet metal cornice and parapet wall coping to protect exterior wall from concentrated water runoff and to improve the historic façade appearance.



3. North, East & West Elevations – Replace aluminum window trim with historically appropriate brick molding.
4. North Elevation – Replace non-historic entrance door with historically appropriate door and sidelights.
5. East Elevation – Replace EIFS infill with historically appropriate masonry.

REPAIR COST PROJECTIONS

Please refer to the attached tables for the recommended repair items and CAPEX costs. The repair recommendations and cost estimates are based on our site survey, our engineering judgment and expertise. Note quantities provided are based on extrapolation of the review of representative areas and are approximate for cost estimating purposes only and should not be relied upon for pay quantities of any restoration project. Actual costs of restoration may vary depending on materials used, bid market conditions, phasing, and other requirements. Restore Consulting, LLC makes no warranty, express or implied, that the bids or negotiated cost of the repair work will not vary from this estimate of probable repair cost.

LIMITATIONS

This report is a summary of observations and findings of our site survey of these structures. The site survey included a limited visual review of typical elements, not an in-depth investigation. While every attempt was made to identify areas of concern and repair needs, latent deficiencies from original design, original construction and repairs may have not been revealed or apparent during the questioning and during our review, including hidden conditions. While the report documents some specific, typical repair locations, it does not identify all locations of deterioration or needed repairs on the property. No exploratory excavations or structural calculations were performed to verify the original design. It is recommended that a professional restoration engineer be involved in implemented recommended repairs including any further evaluation or testing.

Thank you for the opportunity to provide these services related to the Ionia County Administration Building. Restore Consulting, LLC is available to assist in implementing these repair recommendations through repair design documents, bidding services, and construction administration. Please contact me if you have any questions.

Sincerely,

Michael DeMaagd Rodriguez, AIA
Restore Consulting, LLC

PHOTO DOCUMENTATION AND COMMENTARY



North Elevation



North Elevation Granite Foundation Walls — The coursed granite base is in fair condition with many large voids in the mortar joints.



North Elevation Mortar Joint, Typical



North Elevation Basement Doors — Steel doors and frames to the basement level are heavily corroded, impairing normal function, and must be replaced.



North Elevation Basement Door Frame Corrosion



North Elevation Basement Door Frame Corrosion



North Elevation Basement Door and Frame Corrosion



North Elevation Steel Railings — Steel railings are heavily corroded. They should be thoroughly cleaned and coated, and perhaps removed and sandblasted to arrest the damaging corrosion.



North Elevation Steel Railing Post, Typical



North Elevation Steel Handrail Attachment at Stone



North Elevation Steel Handrail Attachment at Stone –
Corrosion of the flanges and anchors is severe and causing damage to the adjacent stone.



North Elevation Front Entry – The front entrance is surrounded with ornate, Classically detailed sandstone.



North Elevation Front Entry – The front entrance steps are in poor condition. Various concrete coatings and repairs are not well bonded and are delaminated.



North Elevation Front Entry – High exposure to deicing salts is suspected to accelerate stone deterioration at the concrete landing.



North Elevation Front Entry – Detail of sandstone and carpentry.



North Elevation Front Entry – Detail of deteriorating sandstone pilaster.



North Elevation Front Entry – Detail of deteriorating sandstone molding, typical.



North Elevation Front Entry – Detail of deteriorating sandstone molding, typical.

	North Elevation Front Entry – Detail of carved pediment ornamentation.
	North Elevation Front Entry – A large fracture was observed at the cornice.
	North Elevation Front Entry – The broken piece appears stable and has likely been previously repaired, though an open sky-facing joint remains on the top plane.

	North Elevation Front Entry – The stone pediment is not flashed at the wall, creating an open pathway for water intrusion.
	North Elevation Front Entry – Sky-facing joints in the stone are open creating pathways for water intrusion.
	North Elevation Front Entry – The painted wood door, lunette window, sidelights, and trim are in fair condition. Some of the carpentry is historic; other carpentry is a somewhat rudimentary later reconstruction. All painted wood should be cleaned and repainted. As a suggested upgrade, the non-historic door and sidelights could be replaced with historically appropriate units.

	North Elevation Front Entry – The painted wood is in poor condition near the landing level. In some areas, the paint is entirely worn away, exposing bare wood.
	Brick Masonry – The brick masonry is variously in good to poor condition. Brick units are generally sound and undamaged, though many areas of deteriorated or missing mortar were observed. Mortar joints are pigmented black and are uniquely small, approximately 1/8".
	Brick Masonry – The historic brick units are of an uncommon dimension and are longer than Standard-sized units.

	Brick Masonry – The historic brick units are approximately 4” deep.
	Deteriorated Mortar, Typical
	Deteriorated Mortar, Typical



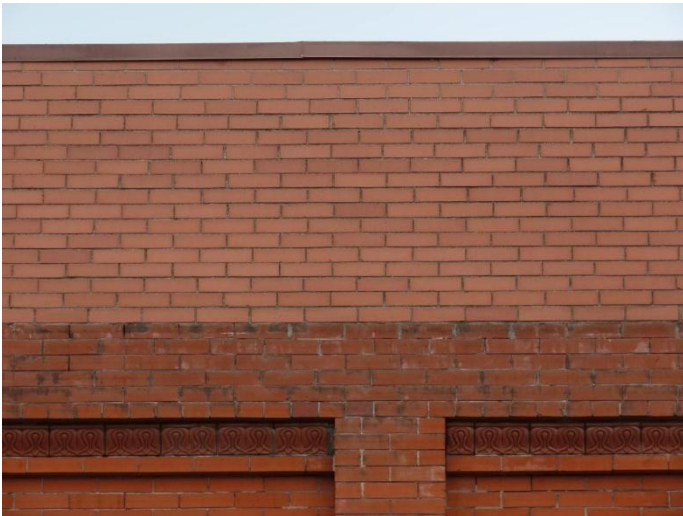
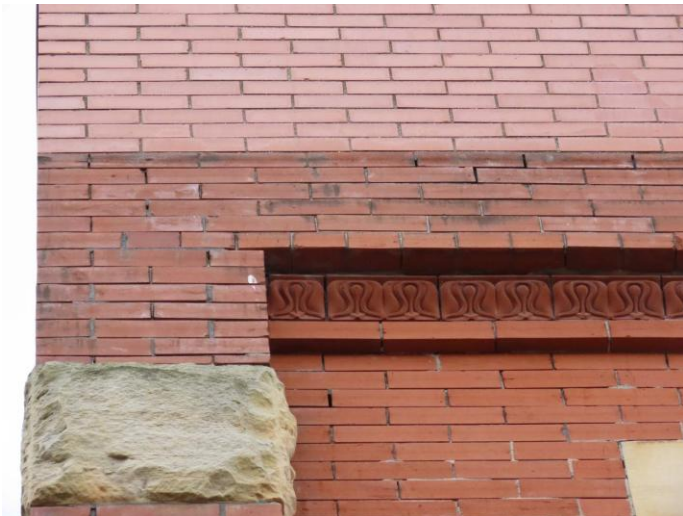
Deteriorated Mortar, Typical – Some mortar is completely debonded from the brick units.



Brick Masonry – In isolated areas, the brick masonry appears damaged from anchor holes.



Brick Masonry – In one area, a continuous vertical crack was observed between a windowsill and the stone water table.

	Brick Parapet – The entire upper parapet wall appears to have been reconstructed at an unknown point in time.
	Brick Parapet – In addition to losing architectural detail and ornamentation, the reconstructed condition does not include adequate water shedding details to prevent bulk water from running down the faces of the walls, accelerating staining and mortar deterioration.
	Masonry Staining, Typical

	Masonry Staining, Typical – Most sandstone mortar joints have failed and are open.
	Window Opening, Typical – Window openings on the north and east elevations include solid stone lintels and lugged stone sills. Window units are not historic, though appear appropriately functional. No history of window leaks were reported.
	Window Trim, Typical – Window trims are covered with non-historic aluminum, some of which is loose.

	Window Trim, Typical – Window trims are covered with non-historic aluminum, some of which is loose.
	Window Sealant, Typical – Perimeter sealants are in poor condition and should be replaced.
	Window Trim and Sealant, Typical – Perimeter sealants are in poor condition and should be replaced.



Window Trim at Basement – Aluminum window trims near grade are corroded due to salt exposure. These trims will need to be replaced.



Window Trim Corrosion, Typical



East Elevation

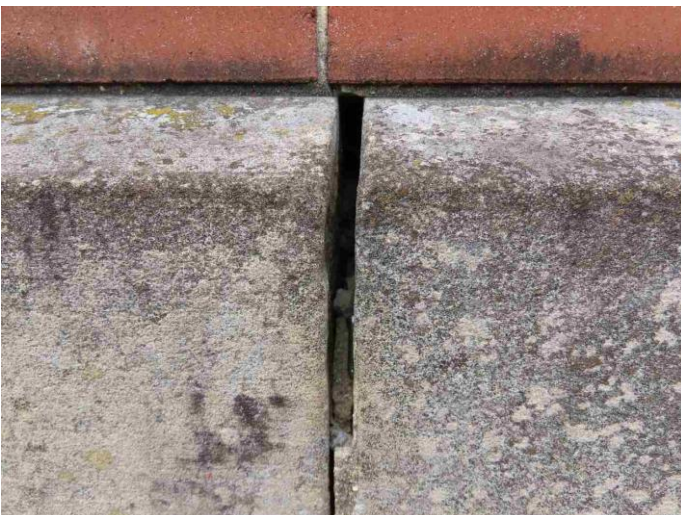
	Brick Masonry – The brick masonry on the east elevation is similarly in good to poor condition.
	Brick Masonry – Multiple areas of deteriorated mortar and damaged masonry units were observed.
	Deteriorated Mortar, Typical



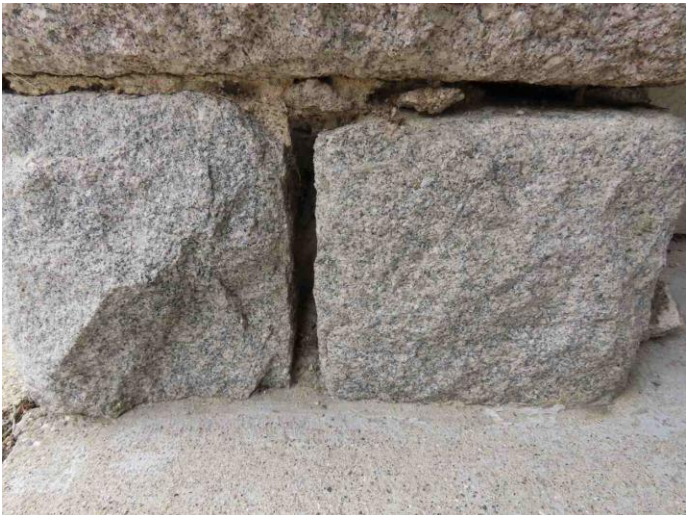
Masonry Staining – Staining from water runoff is more pronounced on the east elevation.



Masonry Repairs – Isolated areas of the previous brick repairs were observed. Replacement brick units are sympathetic to the original but don't match.



Failed Sandstone Mortar Joint, Typical

	Deteriorated Mortar, Typical
	Deteriorated Mortar at Granite Base, Typical
	Deteriorated Mortar at Granite Base, Typical



Cleaning and Repair – A contractor previously performed a trial area of masonry repair and cleaning. The repairs appear well installed.



Cleaning and Repair, Typical



Cleaning and Repair – The natural stone cleaned well without additional staining.



Brick Masonry – In several areas, continuous vertical cracks were observed between windowsills and the stone water table.



Brick Masonry Crack



Masonry Damage – Sandstone was damaged in isolated areas. In one area near the southeast corner, a small area of brick appeared displaced.



Brick Displacement – Brick displacement continued around the corner on the east elevation. There was no indication that this displacement is recent or ongoing, though this area should be monitored for any changes.



Window Trim and Failed Perimeter Sealants, Typical



Window Trim, Typical



Stone Arch at SE Entrance



EIFS Infill – An abandoned door opening is in-filled with an exterior insulating finish system (EIFS). The EIFS cladding does not appear well flashed or sealed. The finish is damaged in multiple areas and should be repaired or replaced.



EIFS Infill Damage

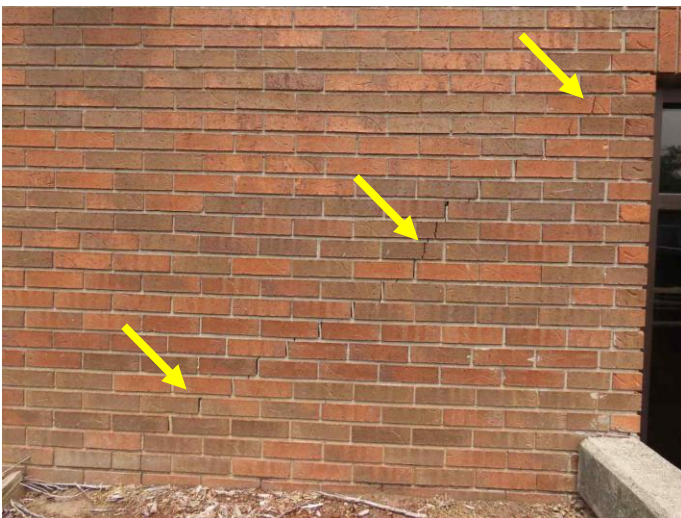
	EFIS Infill – Perimeters are unsealed and open.
	Stone Arch at SE Entrance – The sandstone arch at the SE corner appears structurally stable, though the stone voussoirs are delaminating on their bottom faces. Pieces of falling stone may pose a safety hazard to pedestrians below.
	Stone Arch Delamination, Typical



Stone Arch Delamination, Typical



South Elevation



South Elevation – The south elevation is largely clad with non-historic brick. The brick masonry is generally in good condition, except for isolated areas of minor damage and one area of step cracking between the foundation and door.

	Step Cracking Detail
	Brick Damage
	Storefront Entrance – Anodized aluminum storefront window and door systems appear to be in good condition, though some interior window screens are damaged.



Storefront Entrance –Perimeter sealants are nearing the end of their useful material life.



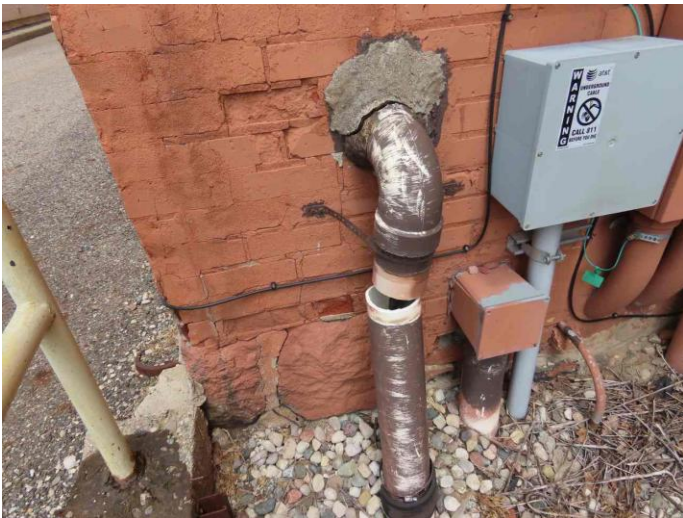
Brick Lintels – Exposed steel window lintels are mildly corroded. No flashing or weep systems were observed at the lintels. In time, it should be anticipated that expansive corrosion will damage surrounding masonry. Preventative measures would require removal of brick around each lintel, cleaning/painting the steel, and installing flashing. Painting of the exposed portions of the steel lintels may be performed as an advance measure to slow corrosion.



South Elevation – The modern brick facing returns to historic brick and non-historic painted block on each end.



South Elevation Joint Sealants – Joint sealants between dissimilar cladding materials are absent.



Utility Entries – Though not necessarily a functional concern, entry points and sealing for various utilities at the SW corner are somewhat haphazard and inconsistent.

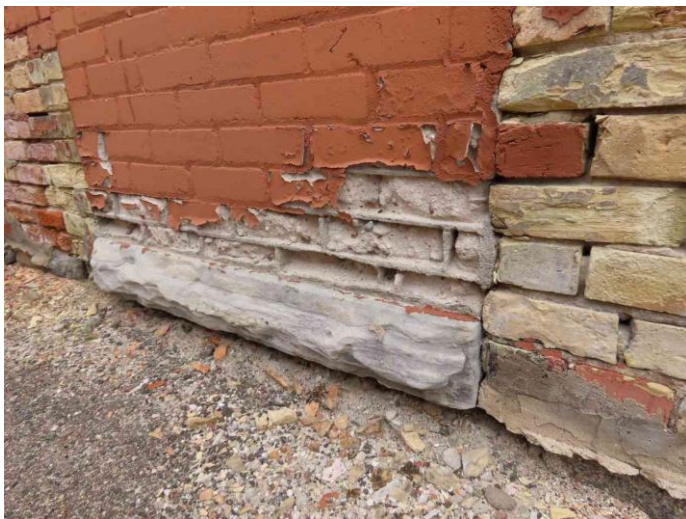


West Elevation – The west elevation is constructed with various historic “common” brick units. These units are generally softer, more porous, and of a lower quality than facing brick on other elevations. The masonry has additionally been painted and subjected to many repairs of varying degrees of quality and appropriateness.

	Failed Masonry – The lower 24” (approx.) of the wall is in failing condition with severe, widespread brick spalling and deterioration. This portion of the wall will need to be reconstructed. Damage may extend to unseen inner wythes of the wall and contingency should be budgeted accordingly. In at least one location, daylight was visible from the interior side of the wall at the basement level. Soft, porous brick appears incompatible with the frequent exposure to water, snow, and salt in this location and reconstruction with alternate materials may be considered.
	Severe Masonry Deterioration, Typical
	Severe Masonry Deterioration, Typical



Severe Masonry Deterioration, Typical



Severe Masonry Deterioration at Window Infill – Some window openings have been filled with sand-lime bricks which have suffered significant deterioration.



Severe Masonry Deterioration at Window Infill

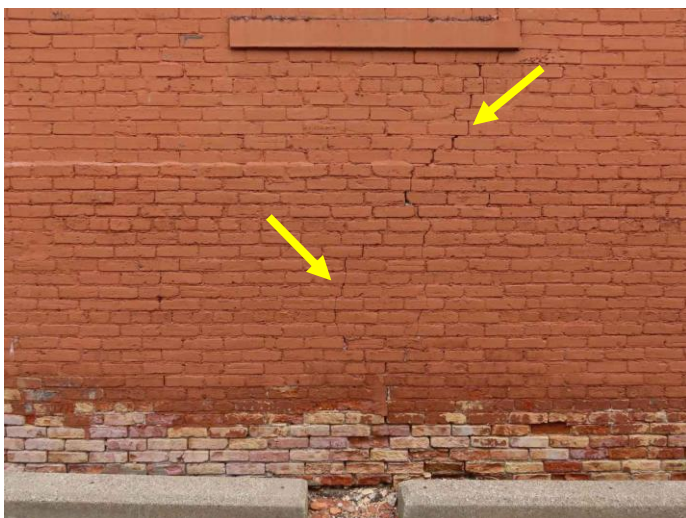


Severe Masonry Deterioration at Window Infill – This void is visible from the basement interior.



Masonry Reconstruction – 6 to 8 courses of brick will need to be removed and reconstructed.

As a suggested upgrade, add a concrete curb at grade and coursed granite to match adjacent elevations to improve the material durability of this high-exposure area.



Masonry Cracking, Typical – Other various areas of masonry deterioration, failed patches, and step cracking were observed throughout the west elevation.



Masonry Cracking, Typical



Masonry Cracking, Typical



Masonry Cracking, Typical

	Masonry Infill Cracking, Typical
	Upper Wall Masonry Deterioration – The upper portion of the wall at the parapet level is in failing condition with spalling and deterioration. Areas of this portion of the wall will need to be reconstructed.
	Upper Wall Masonry Deterioration, Typical

	Upper Wall Masonry Deterioration, Typical – Some areas are loose and at risk of falling.
	Upper Wall Masonry Deterioration, Typical
	Upper Wall Masonry Deterioration, Typical



December 2, 2025

Scott DeRuischer
Ionia County Facilities Director
Courthouse - Garden Level
100 West Main Street
Ionia, Michigan 48846

Re: Ionia County Administration Building Façade Restoration Proposal Design-Bidding-
Construction Administration
RESTORE Proposal Number 2025-1332B

Dear Mr. DeRuischer:

This proposal is for professional design consulting services related to the repair design, bidding services, and construction administration of repairs to the building façade located at 101 W Main St. Ionia, Michigan 48846.

BACKGROUND

Restore Consulting (RESTORE) performed an evaluation of the historic building exterior and delivered a report with repair and maintenance recommendations in September 2025. You have requested this proposal for professional design support to implement the recommendations, with particular focus on recommendations described as “immediate” and “high” priority repair items.

This proposal outlines our proposed scope of services for repair design, the production of construction documents and bidding services. As requested, construction administration and consulting services beyond the project award are described as elective additional services.

This proposal assumes a total estimated project budget of approximately \$350,000, including contingency and design services, focused on “immediate” and “high” priority repair recommendations. Additional repair items may be included, as the project resources allow. This proposal is not inclusive of design services for a repair scope substantially greater than the budget described, or beyond the repair recommendations previously provided by RESTORE.





SCOPE OF SERVICES

I. Repair Design & Construction Documents

- A. Meet with you to discuss the evaluation recommendations and define the project priorities and schedule.
- B. Prepare scaled elevation drawings showing the locations and types of repairs.
- C. Prepare details related to the repairs, incorporating both scaled drawings and photos to aid in communicating the scope.
- D. Work scope statements will be provided directly on the drawings for each repair item that will specifically outline materials to be used and detailed descriptions of the repair item. These work scope statements are more adaptable to restoration projects rather than generic specification documents.
- E. Construction Documents will be stamped by a licensed Michigan architect and will be suitable for contractor bidding, permitting, and construction.
- F. Construction Documents will include a bid table that will list all the repair items with quantities, pay units, etc.
- G. RESTORE will prepare an updated itemized repair cost estimate at the conclusion of the design phase.

II. Bidding & Contracts

- A. Competitive Bidding – Provide repair bid documents to a minimum of three (3) qualified contractors for bidding. Documents will be issued electronically in PDF format.
- B. Record and answer contractor questions regarding the bid documents and the overall scope of work.
- C. Create a bid tabulation showing comparisons of the bids to each other and to the RESTORE construction estimate.
- D. Interview, vet, and recommend contractor(s) for the project award based on bid fee, experience, references, schedule, demonstrated competency, and other priorities dictated by the County.
- E. Prepare a standard AIA Owner-Contractor Agreement to be used for your contract with the Contractor.

III. Construction Administration

- A. Optional – See fee notes below.
- B. A separate proposal for a flat fee inclusive of desired construction administration services is available by request.



FEE

The flat fees and elective hourly fees for providing the scope of services outlined in this proposal are included in the table below.

Phase	Fee (includes all expenses)
Design	\$12,800
Bidding & Contracts	\$1,850
Subtotal – Flat Fee	\$14,650
Construction Administration – Elective	
CA Site Visit	\$1,350 per visit ¹
Additional CA Consulting & Support Services	\$165 per hour ²

1. Flat fee Includes all travel and expenses to perform an individual site visit to observe and review construction. An annotated field report with photos will be issued each site visit. An estimated six (6) site visits are recommended for the anticipated scope of repair. The actual number of required visits will depend on the accepted scope of repair, the complexity of concealed repair conditions, and the project needs determined by the County and/or their contractor.
2. Additional construction administration consulting and support services will be provided at the request of the County and recorded hourly. Additional services include, but are not limited to: requests for information, material submittal review, remote construction consulting, mockup, or quality review and reporting, preparation of design amendments/bulletins, structural analysis or repair design of unforeseen conditions, issuance of change orders, certification of contractor requests for payment, project correspondence and coordination, pre-construction and/or progress meetings (including meeting agendas and minutes), punch list review and project closeout.

These services will be performed in accordance with the listed standard terms and conditions. Please sign and return one fully executed proposal to serve as the contract agreement for this project. Thank you for the opportunity to provide a proposal for these services. Please contact me if you have any questions.

Sincerely,

Michael DeMaagd Rodriguez, AIA
Restore Consulting, LLC

Proposal Accepted by:

Client Representative Signature

Printed Name & Title

Organization Name

Date



Terms and Conditions

1. Invoices and Payment – Invoices shall be submitted by Restore Consulting, LLC monthly and are due upon presentation and shall be considered past due if not paid within 30 calendar days of the due date.
2. Late Payment and Interest – If payment is not received in full by Restore Consulting, LLC within 30 calendar days of the due date, invoices may bear interest at 1.5 percent of the past due amount per month, which shall be calculated from the invoice due date.
3. Confidentiality – Restore Consulting agrees to keep confidential and not to disclose to any person or entity, other than employees and sub consultants of Restore Consulting, LLC any data or information furnished by the Client marked “Confidential.”
4. Dispute Resolution – In an effort to resolve any conflicts that arise during or following the completion of this Project, the Client and Restore Consulting, LLC agree that all disputes between them arising out of or relating to this Agreement or Project shall be submitted to nonbinding mediation.
5. Estimates of Probable Construction Cost – In providing estimates of probable construction cost, the Client understands that Restore Consulting, LLC has no control over the cost or availability of labor, equipment, or materials, or over market conditions or the Contractor’s method of pricing, and that the estimates of probable construction costs are made on the basis of professional judgment and experience. Restore Consulting, LLC makes no warranty, express or implied, that the bids or negotiated cost of the Work will not vary from the estimate of probable construction cost.
6. Indemnification – The Client agrees, to the fullest extent permitted by law, to indemnify and hold harmless Restore Consulting, LLC, its officers, employees and sub consultants against all damages, liabilities or costs, including reasonable attorney’s fees and defense costs, arising out of or in any way connected with this Project by any of the parties of this agreement or on the Project, excepting only those damages, liabilities or costs attributable to the negligent acts, errors or omissions, or willful misconduct of Restore Consulting, LLC.
7. Limitation of Liability – To the maximum extent permitted by law, the Client agrees to limit liability of Restore Consulting, LLC to Client’s damages to sum of \$5,000 or the consultant’s fee, whichever is greater.
8. Severability – If any term or provision of this Agreement is held to be invalid or unenforceable under any applicable statute or rule of law, such holding shall be applied only to the provision so held, and the remainder of this Agreement shall remain in full force and effect.
9. Termination – In the event of termination of this Agreement by either party, the Client shall within fifteen (15) calendar days of termination pay Restore Consulting for all services rendered and all reimbursable costs incurred by Restore Consulting up to the date of termination, in accordance with the payment provisions of this Agreement.
10. Standard of Care – In providing services under this Agreement, Restore Consulting LLC shall perform in a manner consistent with that degree of care and skill ordinarily exercised by members of the same profession currently practicing under similar circumstances at the same time and in the same or similar locality.
11. Timeliness of Performance – The Client and Restore Consulting are aware that many factors outside the control of Restore Consulting may affect the ability to complete the services to be provided under this Agreement. Restore Consulting will perform these services with reasonable diligence and expediency consistent with sound professional practices.
12. Site Survey – If a site survey is included, the review will be a limited visual review of typical elements not an in-depth investigation. While every attempt will be made to identify areas of concern and repair needs, latent deficiencies from original design, original construction and repairs may not be revealed or apparent during the questioning and during our review, including hidden conditions.
13. Existing Conditions – Restore Consulting cannot be responsible in any way for latent deficiencies or as-built conditions in the existing structure that were not identified in documentation provided or that vary from the original design drawings. Any cost associated with changed or hidden conditions will be treated as additional services.
14. Information Provided by Others – Restore Consulting will use information provided in performing its services and is entitled to rely upon the accuracy and completeness thereof. Restore Consulting shall not be held responsible for any errors or omissions that may arise as a result of erroneous or incomplete information provided.
15. Design Without Construction Phase Services – It is understood that if the scope of services under this agreement does not include project observation or review of the Contractor’s performance or any other construction phase services, and that such services will be provided by others. Restore Consulting assumes no responsibility for interpretation of contract documents provided or for construction observation.

Facade Restoration Cost Opinion

Ionia County Administration Building

101 West Main Street

Ionia, Michigan

Draft Issue Date: 7/15/2025

Revision Issue Date: 9/16/2025

Building	Floor Area	Floors	Age (Date)
Ionia County Administration Building	15,000 SF	2	c. 1904

	Building	Component or System					ESTIMATED COSTS PER PHASE PRIORITY			
			Priority	Unit	Unit Cost	Quantity	Immediate	High	Medium	Future & Upgrade
R.1	Ionia County Administration Building	East – Remove delaminating layers of SE sandstone arch and perform stabilizing repair. Establish monitoring program to detect future delamination or deterioration of stone voussoirs.	I	LS	\$5,500	1	\$5,500			
R.2	Ionia County Administration Building	North – Replace corroded steel doors and frames at lower level.	I	2	\$2,500	2	\$5,000			
R.3	Ionia County Administration Building	West - Remove and reconstruct outer brick wythes, approximately 24" above grade and below. Includes contingency for repair to unseen deterioration of inner brick wythes. Excludes below grade foundation repair, if necessary.	I	SF	\$450	200	\$90,000			
R.4	Ionia County Administration Building	West - Alternate to replace failing brick masonry near grade with cut granite coursed to match other elevations. Includes allowance for repair to unseen deterioration of inner brick wythes. Cost is <i>instead</i> of repair item 3.	ALT	SF	\$575	200				\$115,000
R.5	Ionia County Administration Building	West - Allowance to reconstruct and repair portions of the upper wall/parapet wall.	I	SF	\$350	200	\$70,000			
R.6	Ionia County Administration Building	West - Remove and reconstruct sand-lime brick window openings infill and sandstone sills (2). Cost does not include removal or reinstallation of mechanical system ductwork.	I	Each	\$2,500	2	\$5,000			
R.7	Ionia County Administration Building	West - Stich continuous mortar joint cracking with Helifix wall ties (5 cracks).	I	Each	\$2,000	5	\$10,000			
R.8	Ionia County Administration Building	West - Allowance to reconstruct window arches, if necessary. Cost is per opening.	ALT	Each	\$2,500	1				\$2,500
R.9	Ionia County Administration Building	West - Allowance for misc. masonry repair. Includes isolated brick replacement and mortar repointing. Estimated as up to 50% of the wall area.	I	SF	\$35	1,000	\$35,000			
R.10	Ionia County Administration Building	West - Thoroughly clean and repaint 100% of the painted wall surface with an appropriate vapor permeable coating.	I	SF	\$35	1,000	\$35,000			
R.11	Ionia County Administration Building	West - Alternate to install sloped concrete curb along entire length of the wall.	ALT	LS	\$15,000	1				\$15,000
R.12	Ionia County Administration Building	North - Allowance to stabilize and repair entrance stone surround. Includes repointing and sealing joints, as necessary. Add non-staining metal flashing at top of cornice.	II	LS	\$12,500	1		\$12,500		
R.13	Ionia County Administration Building	North - Clean and repaint all carpentry at north entrance.	II	LS	\$2,000	1		\$2,000		
R.14	Ionia County Administration Building	North - Replace non-historic capentry with historically appropriate doors and sidelights.	ALT	LS	\$30,000	1				\$30,000
R.15	Ionia County Administration Building	North - Clean and repaint all iron railings.	II	LS	\$4,000	1		\$4,000		
R.16	Ionia County Administration Building	South - Clean and paint exposed steel brick lintels. Cost is per opening (3).	II	Each	\$400	3		\$1,200		
R.17	Ionia County Administration Building	North - Allowance to repair and recoat entrance steps.	III	LS	\$3,500	1			\$3,500	
R.18	Ionia County Administration Building	North and East - Clean and repoint 100% of brick and stone masonry, including replacement of isolated damaged brick units, crack repair, and patching of fractured stones. May be performed in phases.	III	SF	\$55	3,750			\$206,250	

Facade Restoration Cost Opinion

Ionia County Administration Building

101 West Main Street

Ionia, Michigan

Draft Issue Date: 7/15/2025

Revision Issue Date: 9/16/2025

Building	Floor Area	Floors	Age (Date)
Ionia County Administration Building	15,000 SF	2	c. 1904

	Building	Component or System					ESTIMATED COSTS PER PHASE PRIORITY			
R.19	Ionia County Administration Building	North, East, West - Repair and replace aluminum window trims, as needed. Includes perimeter sealants.	III	Each	\$275	54			\$14,850	
R.20	Ionia County Administration Building	North, East, West - Replace aluminum window trim with historically appropriate brick molding. Cost is <i>instead of</i> repair item 25.	ALT	Each	\$550	54				\$29,700
R.21	Ionia County Administration Building	South – Repoint and repair isolated masonry cracking and isolated masonry deficiencies.	III	LS	\$2,000	1			\$2,000	
R.22	Ionia County Administration Building	South – Install joint sealant between dissimilar cladding materials.	III	LF	\$15	90			\$1,350	
R.23	Ionia County Administration Building	South - Replace window perimeter sealants. Cost is per opening (3).	III	Each	\$400	3			\$1,200	
R.24	Ionia County Administration Building	East - Allowance to repair, seal, and recoat failing EIFS door infill.	III	LS	\$1,750	1			\$1,750	
R.25	Ionia County Administration Building	East - Alternate allowance to replace failing EIFS door infill with brick/stone or stucco. Cost is <i>instead of</i> repair item 24.	ALT	LS	\$4,250	1				\$4,250
R.26	Ionia County Administration Building	South Elevation – Remove masonry above lintels to repair corroding steel and reflash the lintels.	ALT	Each	\$4,500	3				\$13,500
R.27	Ionia County Administration Building	North & East Elevations – Install historically appropriate sheet metal cornice and parapet wall coping to protect exterior wall from concentrated water runoff and to improve the historic façade appearance.	ALT	LF	\$450	150				\$67,500
Totals							255,500	19,700	230,900	277,450
							Contingency (15%)	\$38,325	\$2,955	\$34,635
							Design, C/A (10%)	\$25,550	\$1,970	\$23,090
							Project Budget	\$319,375	\$24,625	\$288,625
										\$346,813

IONIA COUNTY BOARD OF COMMISSIONERS
REQUEST FOR DISCUSSION/ACTION

Year end - Budget Amendments
12/23/2025

CONTACT:

Roxana Craton, Finance Director

DESCRIPTION:

Year-end budget amendments are detailed in the attached document. These amendments result from revenue and expenditures that were unknown during the original budget process.

FINANCIAL ANALYSIS:

The proposed amendments to the 2025 General Fund reflect higher-than-anticipated revenues across several departments, resulting in a total revenue increase of **\$740,804**. Expenditure adjustments include previously unidentified costs during the initial budget process, a reduction in IT expenses due to committed project funds, increased wages and contractor costs driven by staff turnover, and transfers to support positive fund balances in other special funds. Collectively, these changes result in a total expenditure increase of **\$716,910**.

Overall, this brings an increase in our fund balance of **\$23,894**

The projected Fund Balance for the General Fund

Fund Balance at December 31,2024	\$3,640,097
Original budgeted use of Fund Balance 2025	(\$10,060)
4th Quarter budget amendments	(\$25,000)
Year – End Budget Amendments	<u>\$23,894</u>
Projected use of Fund Balance	<u>\$11,166</u>
Projected Fund Balance on December 31, 2025,	<u>\$3,651,263</u>

The proposed 2025 budget amendments for the County's Other Funds accounts reflect updated revenue estimates, expenditure adjustments, and interfund transfers identified after adoption of the original budgets. Across multiple funds, revenues were adjusted primarily due to higher-than-anticipated investment earnings, permit and fee activity, grant revenues, and insurance recoveries, while certain revenues were reduced where funding is no longer expected. Expenditure amendments address costs not fully known during the original budget process, including capital outlay for committed projects, increased wages and employee benefits driven by staffing activity, professional and contractual service needs, and reallocations within existing appropriations. Several amendments also include transfers to or from the General Fund or other funds to ensure balanced operations and maintain positive fund balances. Collectively, these amendments align each fund's budget with current financial conditions and support continued fiscal responsibility and compliance with adopted budgetary policies.

SPECIFIC ACTION REQUESTED (PROPOSED BOARD MOTION):

Move to approve the Year end budget amendments with an increase in budgeted fund balance for the general fund in the amount of \$23,894, which projects a use of fund balance of \$11,166. Based on the 2024 results, the projected fund balance at December 31, 2025 will be \$3,651,263.

ADMINISTRATOR'S RECOMMENDATION:

County Administrator recommends approval of this request.

**2025 Budget Amendments
Ionia County**

GL NUMBER	DESCRIPTION	Original	Amended	THRU 12/18/25	AMOUNT	EXPLANATION
Fund 101 - GENERAL FUND						
Revenues						
101-000.000-401.001	PROPERTY TAX - ALLOCATED	10,015,000	10,015,000	10,162,843	147,843	Higher than anticipated
101-000.000-401.200	TRAILER TAX	6,100	6,100	8,736	2,636	Higher than anticipated
101-000.000-569.000	OTHER STATE GRANTS			18,996	18,996	QHERPP Grant /Acct recommended by state 2023 Small Business Taxpayer Exemption
101-000.000-573.000	LOCAL COMMUNITY STABILIZATION SHARE	440,000	440,000	521,880	81,880	Local Community Stabilization LCSA ACT MCL 123.1357 distribution MCLA0513 ACH LGIP MI-01-0675-1368
101-000.000-655.501	BOND FORFEITURE	12,000	12,000	20,649	8,649	Higher than anticipated
101-131.000-600.200	DRUG COURT FEES	35,000	35,000	36,009	1,009	Higher than anticipated
101-131.000-671.401	CIRCUIT COURT REIMBURSEMENT, MONTCALM	150,000	150,000	159,878	9,878	Higher than anticipated
101-131.001-671.402	ATTORNEY FEE REIMBURSEMENT	47,500	47,500	109,770	62,270	SADO MAACS grant
101-136.000-600.100	COURT COSTS	300,000	300,000	306,323	6,323	Higher than anticipated
101-136.000-600.201	BOND FEE	600	600	999	399	Higher than anticipated
101-136.000-600.203	ALCOHOL ASSESSMENT	7,200	7,200	8,244	1,044	Higher than anticipated
101-136.000-600.204	CIVIL FEE	130,000	130,000	135,680	5,680	Higher than anticipated
101-136.001-539.111	JUROR PAY REIMBURSEMENT	1,000	1,000	1,212	212	Higher than anticipated
101-148.000-539.102	JUDICIAL SALARY REIMBURSEMENT	180,740	180,740	195,647	14,907	Higher than anticipated
101-148.001-671.402	ATTORNEY FEE REIMBURSEMENT	50	50	275	225	Higher than anticipated
101-215.000-600.200	FEES	68,000	68,000	71,110	3,110	Higher than anticipated
101-228.000-671.400	REIMBURSEMENTS	13,000	13,000	14,500	1,500	Rave Mass Alert system
101-253.000-600.200	FEES	20,000	20,000	40,417	20,417	Deed cert fees; tax files
101-257.000-600.200	FEES	10,000	10,000	17,125	7,125	EQUALIZATION SERVICES (COPIES, MAPPING) paid from each county
101-262.000-671.400	REIMBURSEMENTS			23,434	23,434	Election reimb. From townships for 2024 election
101-265.000-671.000	OTHER REVENUE			1,834	1,834	drop off Scrap Metal received of Portland Iron and Metal
101-267.000-539.108	INMATE TRIAL/ATTORNEY REIMBURSEMENT	10,000	10,000	15,117	5,117	SOM Reimb 4 PA Costs
101-267.000-539.121	ATTORNEY REIMB LOCAL UNITS	100	100	6,825	6,725	Higher than anticipated
101-267.000-600.214	DNA FEE	100	100	240	140	DNA fees - Pros Attny office
101-267.000-671.404	OUIL-OUID REIMBURSEMENT	12,000	12,000	12,164	164	Higher than anticipated
101-268.000-600.200	FEES	250,000	250,000	274,978	24,978	Recording Fees
101-268.000-600.215	COUNTY TRANSFER TAX	200,000	200,000	312,943	112,943	County Transfer Tax
101-268.000-630.000	PASSPORT FEES			6,021	6,021	New GL Account added in 2025 for New services
101-277.000-600.200	FEES	9,000	9,000	9,701	701	Higher than anticipated
101-301.000-439.001	MARIJUANA TAX	1,381	1,381	2,501	1,120	Medical Marijuana excise tax pymt FY2024 Oct23-Sep24 collection
101-301.000-600.200	FEES	10,800	10,800	12,641	1,841	Lexis Nexis and Fees
101-301.001-600.450	ROAD PATROL SERVICES	271,884	271,884	282,836	10,952	Higher than anticipated
101-301.011-539.306	ACT 302 CRIMINAL JUSTICE TRAINING	4,200	4,200	9,377	5,177	P.A. 302 MI training fund state grant in service training law enforcement distribution deposit from State of Michigan
101-301.021-539.314	MCOLES TRAINING GRANT	20,000	20,000	40,000	20,000	MCOLES Training grant IOSH academy assistance program stipend for recruits
101-331.000-671.000	OTHER REVENUE			4,350	4,350	Marine Safety Boat Sale check 47145 rec of M& W, Inc
101-351.000-600.200	FEES	2,000	2,000	3,790	1,790	ICSD and fees
101-351.000-664.000	INTEREST AND DIVIDENDS			5	5	record interest in Inmate jail fund act#6030 &6031
101-351.000-671.000	OTHER REVENUE	500	500	822	322	Rebates
101-351.000-671.400	REIMBURSEMENTS	65,000	65,000	146,908	81,908	State of MI EPT pymt MDOC CJRP/Diverted Felons
101-426.000-501.400	FEDERAL GRANT - REIMBURSEMENT			21,000	21,000	Homeland Security Grant Program
101-426.000-539.303	EMERGENCY SERVICES			11,370	11,370	Emergency Mngmt Performance grant Q1-4 2024
101-751.000-600.701	CAMPING FEES	14,000	14,000	16,248	2,248	Higher than anticipated
101-751.000-600.703	ANNUAL PARK PERMIT	600	600	1,095	495	Higher than anticipated
101-751.000-664.541	RENT, PALMER LODGE	15,000	15,000	16,360	1,360	Higher than anticipated
101-751.000-664.543	RENT, PICNIC SITES	400	400	540	140	Higher than anticipated
101-751.000-664.544	RENT, PARK FACILITIES	650	650	830	180	Higher than anticipated
101-751.000-671.000	OTHER REVENUE	1,600	1,600	1,986	386	Wood sales
Total Revenue					740,804	

Expenditures

101-000.000-999.276	TRANSFER TO OCYS BASIC GRANT FUND				12,000	Transfer needed for a balanced fund balance
101-000.000-999.292	TRANSFER TO CHILD CARE FUND				67,000	Transfer needed for a balanced fund balance
101-101.000-701.200	WAGES - PER DIEM	16,800	16,800	23,750	6,950	Higher than anticipated
101-101.000-715.100	BENEFITS - HEALTH INSURANCE	63,700	63,700	64,285	585	Higher than anticipated
101-101.000-715.500	BENEFITS - WORKERS COMP	225	225	244	19	Higher than anticipated
101-101.000-726.001	SUPPLIES - OFFICE	200	200	9	(191)	Lower than anticipated
101-101.000-726.002	SUPPLIES - STATIONARY & FORMS	50	50		(50)	Lower than anticipated
101-101.000-850.001	OPERATING - POSTAGE	100	100		(100)	Lower than anticipated
101-101.000-850.002	OPERATING - ADVERTISING	500	500	325	(175)	Lower than anticipated
101-101.000-850.153	OPERATING - TRAINING	500	500	640	140	Higher than anticipated
101-101.000-850.910	OPERATING - TRAVEL	5,300	5,300	6,113	813	Higher than anticipated
101-101.000-850.910	OPERATING - TRAVEL	5,300	5,300	6,113	1,038	Higher than anticipated
101-131.000-701.097	WAGES - PAID TIME OUT	2,000	2,000	9,421	7,421	Higher than anticipated
101-131.000-715.801	BENEFITS - RETIREMENT, COUNTY PLAN	10,500	10,500	11,086	586	Higher than anticipated
101-131.000-850.153	OPERATING - TRAINING			2,811	2,811	Certified Court Managers Registration; MJA Conference
101-131.000-850.910	OPERATING - TRAVEL	13,000	13,000	16,564	3,564	Travel reimbursements
101-131.001-801.502	SERVICES - APPOINTED ATTORNEY	25,000	25,000	93,149	68,149	Higher than anticipated
101-131.003-701.097	WAGES - PAID TIME OUT	4,000	4,000	6,575	2,575	Higher than anticipated
101-131.003-715.801	BENEFITS - RETIREMENT, COUNTY PLAN	5,000	5,000	5,293	293	Higher than anticipated
101-131.003-726.001	SUPPLIES - OFFICE	100	100	581	481	A6 SF/LF covers
101-131.003-801.508	SERVICES - TRANSCRIPTIONS	12,500	12,500	15,429	2,929	Higher than anticipated
101-136.000-701.020	WAGES - CLASSIFIED, SUPPORT	226,500	226,500	239,725	13,225	Higher than anticipated
101-136.000-701.097	WAGES - PAID TIME OUT	12,000	12,000	8,943	(3,057.00)	Lower than anticipated
101-136.000-715.200	BENEFITS - DENTAL, GENERAL	1,600	1,600	2,156	556	Higher than anticipated
101-136.000-715.275	BENEFITS - LIFE INSURANCE	8,750	8,750	8,802	52	Higher than anticipated
101-136.000-715.500	BENEFITS - WORKERS COMP	7,800	7,800	7,992	192	Higher than anticipated
101-136.000-726.500	SUPPLIES - LAW BOOKS	600	600	727	127	Higher than anticipated
101-136.000-801.508	SERVICES - TRANSCRIPTIONS	3,200	3,200	3,213	13	Higher than anticipated
101-136.000-850.301	OPERATING - TELEPHONE	1,000	1,000	1,065	65	Higher than anticipated
101-136.000-850.910	OPERATING - TRAVEL	1,600	1,600	1,709	109	Higher than anticipated
101-136.010-726.000	SUPPLIES	450	450		(450)	Lower than anticipated
101-137.001-801.517	SERVICES - WITNESS FEES, DHS	1,300	1,300		(1,300)	Lower than anticipated
101-137.001-801.611	SERVICES - COURT ORDERED HIV TESTING	400	400		(400)	Lower than anticipated
101-138.000-999.260	TRANSFER TO PUBLIC DEFENDER FUND	225,190	225,190		(28)	Lower than anticipated
101-146.000-850.001	OPERATING - POSTAGE	2,400	2,400	2,761	361	Higher than anticipated
101-148.000-715.100	BENEFITS - HEALTH INSURANCE	27,925	27,925	28,180	255	Higher than anticipated
101-148.000-715.801	BENEFITS - RETIREMENT, COUNTY PLAN	9,800	9,800	9,815	15	Higher than anticipated
101-148.000-850.910	OPERATING - TRAVEL	600	600	1,131	531	Higher than anticipated
101-148.002-801.502	SERVICES - APPOINTED ATTORNEY	90,000	110,000	112,201	2,201	Higher than anticipated
101-148.002-801.519	SERVICES - EVALUATIONS	8,000	8,000		(8,000)	Higher than anticipated
101-149.000-701.097	WAGES - PAID TIME OUT	7,000	7,000	8,357	1,357	Higher than anticipated
101-149.000-715.100	BENEFITS - HEALTH INSURANCE	6,550	6,550	19,724	13,174	Position changed later than anticipated
101-149.000-715.270	BENEFITS - HSA EMPLOYER	450	450	1,350	900	Position changed later than anticipated
101-149.000-715.801	BENEFITS - RETIREMENT, COUNTY PLAN	8,800	8,800	9,615	815	Higher than anticipated
101-149.000-801.100	SERVICES - CONTRACTUAL	1,650	1,650		(1,650)	Lower than anticipated
101-149.000-850.153	OPERATING - TRAINING	1,000	1,000		(1,000)	Lower than anticipated
101-149.000-850.199	OPERATING - MEMBERSHIPS	645	645		(645)	Lower than anticipated
101-149.000-850.910	OPERATING - TRAVEL	7,000	7,000		(7,000)	Lower than anticipated
101-172.000-701.080	WAGES - OVERTIME	1,000	1,000		(1,000)	Lower than anticipated
101-172.000-701.097	WAGES - PAID TIME OUT	5,600	5,600	4,162	(1,438.00)	Lower than anticipated
101-172.000-715.500	BENEFITS - WORKERS COMP	730	730	1,495	765	Staff Changes
101-172.000-715.801	BENEFITS - RETIREMENT, COUNTY PLAN	13,000	13,000	16,687	3,687	Staff Changes
101-172.000-801.151	SERVICES - LABOR RELATIONS	11,000	11,000	18,423	7,423	Higher than anticipated -Axios FD job search
101-172.000-801.154	ADMINISTRATION LAWYER SERVICES	15,000	15,000	19,911	6,526	Higher than anticipated
101-172.000-801.159	CENTRAL DISPATCH LAWYER SERVICES	2,000	2,000	2,180	180	Higher than anticipated
101-172.000-850.001	OPERATING - POSTAGE	1,000	1,000	1,003	3	Higher than anticipated
101-172.000-850.199	OPERATING - MEMBERSHIPS	10,854	10,854	11,492	638	Higher than anticipated
101-172.000-801.165	BERTHA BROCK PARK LAWYER SERVICES	500	500		(500)	Lower than anticipated
101-172.000-801.167	INDIGENT DEFENSE FUND LAWYER SERVICES	500	500		(500)	Lower than anticipated
101-172.000-801.168	AIRPORT LAWYER SERVICES	1,000	1,000		(1,000)	Lower than anticipated
101-172.000-801.169	JAIL LAWYER SERVICES	1,000	1,000		(1,000)	Lower than anticipated
101-172.000-715.802	BENEFITS- ADDITIONAL BENEFITS				4,200	Reallocation of budgeted expenses
101-191.000-701.080	WAGES - OVERTIME	1,000	1,000		(1,000)	Lower than anticipated
101-191.000-701.097	WAGES - PAID TIME OUT	1,500	1,500	15,533	14,033	Staff Changes
101-191.000-715.001	BENEFITS - FICA	13,000	13,000	13,070	70	Higher than anticipated
101-191.000-715.100	BENEFITS - HEALTH INSURANCE	20,000	20,000	22,430	2,430	Staff Changes
101-191.000-715.270	BENEFITS - HSA EMPLOYER	1,260	1,260	4,860	3,600	Staff Changes and 2024 missed pay
101-191.000-715.500	BENEFITS - WORKERS COMP	500	500	505	5	Higher than anticipated
101-191.000-801.050	SERVICES - CONSULTANTS	20,000	20,000	158,906	140,000	Higher than anticipated - Maner Interim FD; Maximus - Cost allocations
101-191.000-801.053	SERVICES - AUDITOR	57,000	57,000	61,425	4,425	Higher than anticipated - Rehmann
101-191.000-850.001	OPERATING - POSTAGE	400	400		(400)	Reallocation of budgeted expenses
101-191.000-850.153	OPERATING - TRAINING	3,505	3,505	330	(3,175)	Reallocation of budgeted expenses
101-191.000-955.000	OTHER EXPENSES	1,000	1,000	2,174	1,174	Higher than anticipated -Form 720 Excise Tax Return
101-215.000-701.080	WAGES - OVERTIME			125	125	Unknown during budget process
101-215.000-701.097	WAGES - PAID TIME OUT	1,000	1,000	1,851	851	Higher than anticipated
101-215.000-726.001	SUPPLIES - OFFICE	6,600	6,600	6,878	278	Higher than anticipated

101-215.000-850.001	OPERATING - POSTAGE	3,350	3,350	4,188	838	Higher than anticipated
101-215.000-850.910	OPERATING - TRAVEL	500	500	700	200	Higher than anticipated
101-228.000-801.430	SERVICES - SOFTWARE SUPPORT	438,000	438,000	335,311	(50,000.00)	Lower than anticipated
101-228.000-850.301	OPERATING - TELEPHONE	4,000	4,000	6,921	2,921	Higher than anticipated
101-228.100-801.402	SERVICES - GENERAL INFORMATION SYSTEMS	30,000	30,000	49,258	19,258	Higher than anticipated
101-253.000-715.100	BENEFITS - HEALTH INSURANCE	61,950	61,950	78,888	16,938	Employee Status Change
101-253.000-715.270	BENEFITS - HSA EMPLOYER	3,600	3,600	4,200	600	Employee Status Change
101-253.000-715.500	BENEFITS - WORKERS COMP	610	610	621	11	Higher than anticipated
101-257.000-715.100	BENEFITS - HEALTH INSURANCE	25,303	25,303	25,538	235	Higher than anticipated
101-257.000-715.275	BENEFITS - LIFE INSURANCE	531	531	590	59	Employee Status Change
101-257.000-715.801	BENEFITS - RETIREMENT, COUNTY PLAN	2,800	2,800	2,816	16	Higher than anticipated
101-257.000-726.006	SUPPLIES - TAX & ASSESSMENT NOTICES	13,500	13,500	25,034	11,534	Higher than anticipated
101-257.000-850.199	OPERATING - MEMBERSHIPS	500	500	827	327	Higher than anticipated
101-261.000-801.050	SERVICES - CONSULTANTS	136,668	136,668	136,669	1	Higher than anticipated
101-262.000-701.080	WAGES - OVERTIME			267	267	Higher than anticipated
101-262.000-701.200	WAGES - PER DIEM	5,000	5,000		(5,000)	Reallocation of budgeted expenses
101-262.000-715.001	BENEFITS - FICA			19	19	Reallocation of budgeted expenses
101-262.000-715.100	BENEFITS - HEALTH INSURANCE			125	125	Reallocation of budgeted expenses
101-262.000-715.275	BENEFITS - LIFE INSURANCE			2	2	Reallocation of budgeted expenses
101-262.000-715.500	BENEFITS - WORKERS COMP			1	1	Reallocation of budgeted expenses
101-262.000-715.801	BENEFITS - RETIREMENT, COUNTY PLAN			26	26	Reallocation of budgeted expenses
101-262.000-850.910	OPERATING - TRAVEL	500	500		(500)	Reallocation of budgeted expenses
101-267.000-701.020	WAGES - CLASSIFIED, SUPPORT	429,600	429,600	445,588	15,988	Higher than anticipated
101-267.000-701.097	WAGES - PAID TIME OUT	3,000	3,000	17,336	14,336	Higher than anticipated
101-267.000-715.001	BENEFITS - FICA	43,450	43,450	46,286	2,836	Higher than anticipated
101-267.000-715.100	BENEFITS - HEALTH INSURANCE	51,500	51,500	69,897	18,397	New employee (rehire) and Empl changed status
101-267.000-715.270	BENEFITS - HSA EMPLOYER	3,000	3,000	4,200	1,200	New employee (rehire) and Empl changed status
101-267.000-715.275	BENEFITS - LIFE INSURANCE	5,500	5,500	5,843	343	Higher than anticipated
101-267.000-715.500	BENEFITS - WORKERS COMP	1,350	1,350	1,423	73	Higher than anticipated
101-267.000-715.600	BENEFITS - UNEMPLOYMENT COMPENSATION			8,920	8,920	Unknown during budget process - UIA Claims
101-267.000-726.500	SUPPLIES - LAW BOOKS	2,200	2,200	2,297	97	Higher than anticipated
101-267.000-850.199	OPERATING - MEMBERSHIPS	6,610	6,610	6,920	310	Higher than anticipated
101-267.001-701.020	WAGES - CLASSIFIED, SUPPORT	58,650	58,650	59,458	808	Higher than anticipated
101-267.001-715.001	BENEFITS - FICA	4,500	4,500	4,765	265	Higher than anticipated
101-267.001-715.500	BENEFITS - WORKERS COMP	160	160	180	20	Higher than anticipated
101-267.001-715.801	BENEFITS - RETIREMENT, COUNTY PLAN	5,650	5,650	5,980	330	Higher than anticipated
101-267.001-850.301	OPERATING - TELEPHONE	800	800		(800)	Reallocation of budgeted expenses
101-267.002-701.097	WAGES - PAID TIME OUT			2,234	2,234	Higher than anticipated
101-267.002-715.100	BENEFITS - HEALTH INSURANCE	8,725	8,725	8,806	81	Higher than anticipated
101-267.002-715.275	BENEFITS - LIFE INSURANCE	580	580	624	44	Higher than anticipated
101-267.002-715.801	BENEFITS - RETIREMENT, COUNTY PLAN	2,905	2,905		(2,905)	Lower than anticipated
101-267.002-850.910	OPERATING - TRAVEL	1,500	1,500	1,698	198	Higher than anticipated
101-268.000-701.020	WAGES - CLASSIFIED, SUPPORT	78,700	78,700	83,047	4,347	Higher than anticipated
101-268.000-701.097	WAGES - PAID TIME OUT	3,000	3,000		(3,000)	Lower than anticipated
101-268.000-715.100	BENEFITS - HEALTH INSURANCE	50,605	50,605	51,076	471	Higher than anticipated
101-268.000-715.275	BENEFITS - LIFE INSURANCE	1,700	1,700	1,709	9	Higher than anticipated
101-268.000-715.500	BENEFITS - WORKERS COMP	450	450	464	14	Higher than anticipated
101-268.000-726.002	SUPPLIES - STATIONARY & FORMS	600	600		(600)	Reallocation of budgeted expenses
101-268.000-850.910	OPERATING - TRAVEL	2,500	2,500	3,118	618	Higher than anticipated
101-268.000-701.097	WAGES - PAID TIME OUT	3,000	3,000		(3,000.00)	Lower than anticipated
101-275.000-715.100	BENEFITS - HEALTH INSURANCE	44,500	44,500	44,911	411	Higher than anticipated
101-277.000-715.100	BENEFITS - HEALTH INSURANCE	19,200	19,200	19,373	173	Higher than anticipated
101-277.000-715.500	BENEFITS - WORKERS COMP	104	104	107	3	Higher than anticipated
101-278.000-726.052	SUPPLIES - REMONUMENTATION	500	500		(500)	Reallocation of budgeted expenses
101-278.000-801.100	SERVICES - CONTRACTUAL	48,000	48,000	49,412	1,412	Higher than anticipated
101-292.000-801.900	SERVICES - VEHICLE MAINTENANCE	10,000	10,000	10,458	458	Higher than anticipated
101-295.000-850.199	OPERATING - MEMBERSHIPS	4,350	4,350	4,612	262	Higher than anticipated
101-301.000-715.275	BENEFITS - LIFE INSURANCE	3,085	3,085	3,129	44	Higher than anticipated
101-301.000-715.500	BENEFITS - WORKERS COMP	7,350	7,350	7,574	224	Higher than anticipated
101-301.000-715.825	BENEFITS - MERS, ADMINISTRATION	61,000	61,000	61,637	637	Higher than anticipated
101-301.000-850.910	OPERATING - TRAVEL	2,000	2,000	2,276	276	Higher than anticipated
101-301.001-701.053	WAGES - UNION, COMMAND OFFICERS	322,400	322,400	382,210	59,810	Higher than anticipated
101-301.001-701.097	WAGES - PAID TIME OUT	8,000	8,000	69,493	61,493	Higher than anticipated
101-301.001-701.099	WAGES - OTHER			6,000	6,000	Unknown during budgeting process
101-301.001-715.270	BENEFITS - HSA EMPLOYER	19,125	19,125	19,946	821	Higher than anticipated
101-301.001-715.500	BENEFITS - WORKERS COMP	47,550	47,550	47,824	274	Higher than anticipated
101-301.001-715.824	BENEFITS - MERS, COMMAND, DEPUTIES	67,500	67,500	87,745	20,245	Higher than anticipated
101-301.001-726.910	SUPPLIES - GASOLINE	95,000	95,000	96,524	1,524	Higher than anticipated
101-301.001-850.153	OPERATING - TRAINING	5,000	5,000	5,273	3,283	Higher than anticipated
101-301.011-850.153	OPERATING - TRAINING	4,200	4,200	4,383	183	Higher than anticipated
101-301.021-701.052	WAGES - UNION, JAIL OFFICERS & CLERKS	13,734	13,734		(13,734)	Lower than anticipated
101-301.021-701.080	WAGES - OVERTIME	200	200		(200)	Lower than anticipated
101-301.021-715.001	BENEFITS - FICA	1,051	1,051		(1,051)	Lower than anticipated
101-301.021-715.100	BENEFITS - HEALTH INSURANCE	4,363	4,363		(4,363)	Lower than anticipated
101-301.021-715.275	BENEFITS - LIFE INSURANCE	238	238		(238)	Lower than anticipated
101-301.021-715.500	BENEFITS - WORKERS COMP	465	465		(465)	Lower than anticipated
101-301.021-715.820	BENEFITS - MERS, JAIL OFFICERS & CLERKS	1,167	1,167		(1,167)	Lower than anticipated
101-301.021-850.153	OPERATING - TRAINING	13,000	13,000	19,745	6,745	Higher than anticipated
101-311.000-701.080	WAGES - OVERTIME	1,000	1,000	2,775	1,775	Higher than anticipated

101-311.000-701.097	WAGES - PAID TIME OUT	1,000	1,000	1,294	294	Higher than anticipated
101-311.000-715.500	BENEFITS - WORKERS COMP	2,300	2,300	2,427	127	Higher than anticipated
101-311.000-715.822	BENEFITS - MERS, DEPUTIES	12,500	12,500	12,894	394	Higher than anticipated
101-311.000-801.000	PROFESSIONAL & CONTRACTUAL SERVICES	2,500	2,500		(2,500)	Reallocation of budgeted expenses
101-333.000-701.080	WAGES - OVERTIME	4,500	4,500	14,833	10,333	Higher than anticipated
101-333.000-701.097	WAGES - PAID TIME OUT			3,994	3,994	Higher than anticipated
101-333.000-715.001	BENEFITS - FICA	6,000	6,000	6,634	634	Higher than anticipated
101-333.000-715.100	BENEFITS - HEALTH INSURANCE	8,725	8,725	10,028	1,303	Higher than anticipated
101-333.000-715.500	BENEFITS - WORKERS COMP	2,350	2,350	2,818	468	Higher than anticipated
101-333.000-715.822	BENEFITS - MERS, DEPUTIES	12,500	12,500	15,268	2,768	Higher than anticipated
101-351.000-701.080	WAGES - OVERTIME	200,000	200,000	204,809	4,809	Higher than anticipated
101-351.000-701.097	WAGES - PAID TIME OUT	8,000	8,000	24,472	16,472	Higher than anticipated
101-351.000-701.098	WAGES - RETRO			261	261	Higher than anticipated
101-351.000-701.099	WAGES - OTHER	16,000	16,000	18,000	2,000	Higher than anticipated
101-351.000-715.270	BENEFITS - HSA EMPLOYER	24,300	24,300	25,800	1,500	New employees
101-351.000-715.801	BENEFITS - RETIREMENT, COUNTY PLAN			5	5	New employees
101-351.000-715.820	BENEFITS - MERS, JAIL OFFICERS & CLERKS	128,000	128,000	128,292	292	Higher than anticipated
101-351.000-715.822	BENEFITS - MERS, DEPUTIES			376	376	New employees
101-351.000-715.825	BENEFITS - MERS, ADMINISTRATION	23,000	23,000	23,282	282	Higher than anticipated
101-351.000-726.600	SUPPLIES - MEDICAL	60,000	60,000	109,736	49,736	Inmates Prescriptions
101-351.000-726.705	SUPPLIES - INMATE STORES	75,000	75,000	78,025	3,025	Higher than anticipated
101-351.000-801.100	SERVICES - CONTRACTUAL	282,000	282,000	203,366	(40,000)	Reallocation of budgeted expenses
101-351.000-801.600	SERVICES - MEDICAL DOCTOR	400,000	400,000	437,383	40,000	Reallocation of budgeted expenses
101-351.000-850.153	OPERATING - TRAINING	8,000	8,000	8,663	663	Higher than anticipated
101-351.000-955.005	OTHER - EQUIPMENT RENTAL	2,000	2,000		(2,000)	Reallocation of budgeted expenses
101-426.000-726.001	SUPPLIES - OFFICE	500	500	836	500	Higher than anticipated
101-426.000-726.350	SUPPLIES - RADIO	500	500		(500)	Reallocation of budgeted expenses
101-426.000-850.153	OPERATING - TRAINING	1,000	1,000	15	(900)	Reallocation of budgeted expenses
101-426.000-850.910	OPERATING - TRAVEL	300	300	717	417	Higher than anticipated
101-426.001-726.001	SUPPLIES - OFFICE	550	550	1,026	476	Higher than anticipated
101-441.000-701.200	WAGES - PER DIEM	500	500		(500)	Lower than anticipated
101-441.000-715.001	BENEFITS - FICA	40	40		(40)	Lower than anticipated
101-648.000-801.622	SERVICES - BODY TRANSPORT	13,000	13,000	359	(13,000)	Reallocation of budgeted expenses
101-648.000-801.623	SERVICES - AUTOPSIES	185,505	185,505	207,456	9,310	Reallocation of budgeted expenses
101-751.000-701.020	WAGES - CLASSIFIED, SUPPORT	11,100	11,100	11,119	19	Higher than anticipated
101-751.000-701.097	WAGES - PAID TIME OUT	3,970	3,970	5,088	1,118	Higher than anticipated
101-751.000-715.100	BENEFITS - HEALTH INSURANCE	25,303	25,303	25,538	235	Higher than anticipated
101-751.000-715.275	BENEFITS - LIFE INSURANCE	664	664	681	17	Higher than anticipated
101-751.000-715.500	BENEFITS - WORKERS COMP	2,450	2,450	2,535	85	Higher than anticipated
101-751.000-715.801	BENEFITS - RETIREMENT, COUNTY PLAN	6,550	6,550	6,690	140	Higher than anticipated
101-751.000-726.005	SUPPLIES - EQUIPMENT	600	600	1,378	778	Higher than anticipated
101-751.000-726.802	SUPPLIES - GENERAL MAINTENANCE	2,000	2,000	2,311	311	Higher than anticipated
101-751.000-801.050	SERVICES - CONSULTANTS	605	605	2,400	1,795	Higher than anticipated
101-751.000-850.301	OPERATING - TELEPHONE	600	600	724	124	Higher than anticipated
101-751.000-850.800	OPERATING - UTILITIES	4,500	4,500	6,596	2,096	Higher than anticipated
101-851.000-715.600	BENEFITS - UNEMPLOYMENT COMPENSATION			50	50	Unknown during budget process
101-851.000-955.001	OTHER - INSURANCE & BONDS	394,000	394,000	394,981	981	Higher than anticipated
101-901.002-850.200	OPERATING - COPYING	6,050	6,050	14,344	58,950	Reallocation of budgeted expenses
101-901.002-850.201	OPERATING - COPYING (AIRPORT)	1,000	1,000	62	(1,000)	Reallocation of budgeted expenses
101-901.002-850.203	OPERATING - COPYING (ANIMAL CO & SH)	1,000	1,000	17	(1,000)	Reallocation of budgeted expenses
101-901.002-850.204	OPERATING - COPYING (BERTHA BROCK PARK)	250	250	3	(250)	Reallocation of budgeted expenses
101-901.002-850.205	OPERATING - COPYING (ADMIN)	2,700	2,700	3,047	(2,700)	Reallocation of budgeted expenses
101-901.002-850.206	OPERATING - COPYING (BUILDING CODES)	2,700	2,700	594	(2,700)	Reallocation of budgeted expenses
101-901.002-850.207	OPERATING - COPYING (CENTRAL DISPATCH)	2,700	2,700	974	(2,700)	Reallocation of budgeted expenses
101-901.002-850.208	OPERATING - COPYING (CIRCUT COURT)	2,700	2,700	797	(2,700)	Reallocation of budgeted expenses
101-901.002-850.209	OPERATING - COPYING (CLERK)	2,700	2,700	1,089	(2,700)	Reallocation of budgeted expenses
101-901.002-850.210	OPERATING - COPYING (COA)	2,700	2,700	3,046	(2,700)	Reallocation of budgeted expenses
101-901.002-850.211	OPERATING - COPYING (DISTRICT COURT)	2,700	2,700	2,737	(2,700)	Reallocation of budgeted expenses
101-901.002-850.212	OPERATING - COPYING (EMERGENCY MGMT)	2,700	2,700	409	(2,700)	Reallocation of budgeted expenses
101-901.002-850.213	OPERATING - COPYING (EQUALIZATION)	2,700	2,700	808	(2,700)	Reallocation of budgeted expenses
101-901.002-850.214	OPERATING - COPYING (FRIEND OF COURT)	2,700	2,700	1,431	(2,700)	Reallocation of budgeted expenses
101-901.002-850.215	OPERATING - COPYING (HEALTH DEPARTMENT)	2,700	2,700	4,832	(2,700)	Reallocation of budgeted expenses
101-901.002-850.216	OPERATING - COPYING (JUVENILE COURT)	2,700	2,700	768	(2,700)	Reallocation of budgeted expenses
101-901.002-850.217	OPERATING - COPYING (MAINTENANCE DEPT)	2,700	2,700	15	(2,700)	Reallocation of budgeted expenses
101-901.002-850.218	OPERATING - COPYING (MSU EXTENSION)	2,700	2,700	982	(2,700)	Reallocation of budgeted expenses
101-901.002-850.219	OPERATING - COPYING (PROBATE COURT)	2,700	2,700	1,270	(2,700)	Reallocation of budgeted expenses
101-901.002-850.220	OPERATING - COPYING (PROSECUTING ATT)	2,700	2,700	1,142	(2,700)	Reallocation of budgeted expenses
101-901.002-850.221	OPERATING - COPYING (PUBLIC DEFENDER)	2,700	2,700	1,895	(2,700)	Reallocation of budgeted expenses
101-901.002-850.222	OPERATING - COPYING (REGISTER OF DEEDS)	2,700	2,700	579	(2,700)	Reallocation of budgeted expenses
101-901.002-850.223	OPERATING - COPYING (ROADS DEPARTMENT)	2,700	2,700	3,155	(2,700)	Reallocation of budgeted expenses
101-901.002-850.224	OPERATING - COPYING (SHERIFF'S DEPT)	2,700	2,700	2,917	(2,700)	Reallocation of budgeted expenses
101-901.002-850.225	OPERATING - COPYING (TREASURER)	2,700	2,700	1,463	(2,700)	Reallocation of budgeted expenses
101-265.000-701.020	WAGES - CLASSIFIED, SUPPORT	154,000	154,000	170,010	16,010	Higher than anticipated - Staff changes
101-265.000-701.097	WAGES - PAID TIME OUT	2,700	2,700	7,340	4,640	Higher than anticipated
101-265.000-715.270	BENEFITS - HSA EMPLOYER	9,000	9,000	10,200	1,200	Higher than anticipated - Staff changes
101-265.000-726.150	SUPPLIES - UNIFORMS			138	138	Higher than anticipated
101-265.000-726.800	SUPPLIES - BUILDING MAINTENANCE	71,000	71,000	27,179	34,150	Reallocation of budgeted expenses
101-265.000-726.803	SUPPLIES - GROUNDS	400	400	2,831	(400)	Reallocation of budgeted expenses
101-265.000-726.804	SUPPLIES - JAIL MAINTENANCE	6,500	6,500	12,176	(6,500)	Reallocation of budgeted expenses

101-265.000-726.805	SUPPLIES-BM ADMIN BUILDING	1,000	1,000	1,602	(1,000)	Reallocation of budgeted expenses
101-265.000-726.806	SUPPLIES-BM AIRPORT	500	500	7,007	(500)	Reallocation of budgeted expenses
101-265.000-726.807	SUPPLIES-BM ANIMAL SHELTER	10,000	10,000	2,399	(10,000)	Reallocation of budgeted expenses
101-265.000-726.808	SUPPLIES-BM BUILDINGS AND GROUNDS	500	500	659	(500)	Reallocation of budgeted expenses
101-265.000-726.809	SUPPLIES-BM BERTHA BROCK PARK	1,000	1,000	255	(1,000)	Reallocation of budgeted expenses
101-265.000-726.810	SUPPLIES-BM CENTRAL DISPATCH	500	500	826	(500)	Reallocation of budgeted expenses
101-265.000-726.811	SUPPLIES-BM CLERKS OFFICE	500	500	340	(500)	Reallocation of budgeted expenses
101-265.000-726.812	SUPPLIES-BM COA	500	500	209	(500)	Reallocation of budgeted expenses
101-265.000-726.813	SUPPLIES-BM COURTHOUSE	10,000	10,000	8,184	(10,000)	Reallocation of budgeted expenses
101-265.000-726.814	SUPPLIES-BM HEALTH DEPARTMENT	500	500	591	(500)	Reallocation of budgeted expenses
101-265.000-726.816	SUPPLIES-BM MAINTENANCE GARAGE	750	750	1,135	(750)	Reallocation of budgeted expenses
101-265.000-726.817	SUPPLIES-BM MSU BUILDING	750	750	70	(750)	Reallocation of budgeted expenses
101-265.000-726.818	SUPPLIES-BM PUBLIC DEFENDERS OFFICE	250	250	35	(250)	Reallocation of budgeted expenses
101-265.000-726.820	SUPPLIES-BM DISTRICT COURT	500	500	763	(500)	Reallocation of budgeted expenses
101-265.000-801.801	SERVICES - JANITORIAL	2,000	2,000	68	(2,000)	Reallocation of budgeted expenses
101-265.000-801.810	SERVICES - TRASH REMOVAL	9,340	9,340	10,088	748	Higher than anticipated
101-265.000-850.001	OPERATING - POSTAGE	3,163	3,163	3,907	744	Higher than anticipated
101-265.000-850.301	OPERATING - TELEPHONE			1,808	1,808	Unknown during budget process
101-265.000-850.370	OPERATING - WIRELESS			114	114	Unknown during budget process
101-265.000-850.800	OPERATING - UTILITIES	260,000	260,000	210,856	(39,000)	Reallocation of budgeted expenses
101-265.000-850.810	OPERATING - UTILITIES, WATER & SEWER	45,000	45,000	53,439	10,000	Higher than anticipated
101-265.000-801.100	SERVICES - CONTRACTUAL	30,500	30,500	58,289	29,000	Outside contractors
101-430.000-701.097	WAGES - PAID TIME OUT	1,500	1,500	9,420	7,920	Higher than anticipated
101-430.000-715.100	BENEFITS - HEALTH INSURANCE	53,225	53,225	53,717	492	Higher than anticipated
101-430.000-715.275	BENEFITS - LIFE INSURANCE	1,511	1,511	1,593	82	Higher than anticipated
101-430.001-726.609	SUPPLIES - ANIMAL MEDICAL	20,000	20,000	14,794	(20,000)	Reallocation of budgeted expenses
101-430.000-726.002	SUPPLIES - STATIONARY & FORMS	750	750	1,797	1,047	Higher than anticipated
101-430.000-726.150	SUPPLIES - UNIFORMS	1,300	1,300	81	(1,200)	Reallocation of budgeted expenses
101-430.000-801.900	SERVICES - VEHICLE MAINTENANCE			88	88	Unknown during budget process
101-430.000-850.153	OPERATING - TRAINING			790	1,500	Unknown during budget process
101-430.000-850.370	OPERATING - WIRELESS	700	700	1,085	385	Higher than anticipated
101-430.001-726.001	SUPPLIES - OFFICE			307	307	Unknown during budget process
101-430.001-726.609	SUPPLIES - ANIMAL MEDICAL	20,000	20,000	14,794	(20,000)	Reallocation of budgeted expenses
101-430.001-726.620	SUPPLIES - BEDDING TOYS ETC	10,000	10,000	5,199	(4,000)	Reallocation of budgeted expenses
101-430.001-726.702	SUPPLIES - FOOD	4,000	4,000	2,990	(1,010)	Reallocation of budgeted expenses
101-430.001-726.801-EQ-19-02	SUPPLIES - JANITORIAL	1	1		(1)	Budget correction
101-430.001-801.800	SERVICES - BUILDING MAINTENANCE			1,161	1,500	Unknown during budget process
101-430.001-850.001	OPERATING - POSTAGE	100	100	2,727	2,627	Higher than anticipated - Dog License mailings
101-430.001-850.006	OPERATING - LICENSE FEE	200	200		(200)	Lower than anticipated
101-430.001-850.800	OPERATING - UTILITIES	18,000	18,000	27,093	9,093	Higher than anticipated
101-430.003-801.609	SERVICES - VETERINARIAN	50,000	50,000	94,627	44,627	Higher than anticipated
Total Expenditures					716,910	
Net to Fund Balance					23,894	

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GL NUMBER	DESCRIPTION	AMOUNT	EXPLANATION
Fund 102 - GENERAL FUND DESIGNATED			
<i>Revenues</i>			
102-000.000-664.001	INVESTMENT INTEREST	119,509	Higher than anticipated
102-000.000-699.516	TRANSFER IN - DTRF	10,626	Higher than anticipated
102-301.001-671.200	SALE OF FIXED ASSETS	156	Higher than anticipated
102-301.001-695.001	INSURANCE RECOVERIES	6,357	Higher than anticipated
Total Revenue		136,648	
<i>Expenditures</i>			
102-000.000-970.000	CAPITAL OUTLAY	174,019	Unknown during budget process - Committed Projects
102-265.000-970.000-GENERATO	CAPITAL OUTLAY	16,753	Unknown during budget process - Committed Projects
102-265.000-970.000-HVAC/FUR	CAPITAL OUTLAY	10,364	Unknown during budget process - Committed Projects
102-265.000-970.000-JAILSTDY	CAPITAL OUTLAY	98,348	Unknown during budget process - Committed Projects
102-265.000-970.820-ADMINBLD	CAPITAL - FACILITY IMPROVEMENTS	632	Unknown during budget process - Committed Projects
102-265.000-970.820-CONCRETE	CAPITAL - FACILITY IMPROVEMENTS	2,819	Unknown during budget process - Committed Projects
102-265.000-970.820-COURTREP	CAPITAL - FACILITY IMPROVEMENTS	238,598	Unknown during budget process - Committed Projects
102-265.000-970.820-IN-SIGNS	CAPITAL - FACILITY IMPROVEMENTS	25,818	Unknown during budget process - Committed Projects
102-265.000-970.820-LIGHTING	CAPITAL - FACILITY IMPROVEMENTS	5,670	Unknown during budget process - Committed Projects
102-265.000-970.820-PROJECTS	CAPITAL - FACILITY IMPROVEMENTS	10,543	Unknown during budget process - Committed Projects
102-265.200-970.000	CAPITAL OUTLAY	(150,000)	Reallocation of budgeted expenses
102-268.000-970.000	CAPITAL OUTLAY	51,650	Unknown during budget process - Committed Projects
102-268.000-970.000-REGISTER	CAPITAL OUTLAY	37,433	Unknown during budget process - Committed Projects
102-301.001-970.000	CAPITAL OUTLAY	242,528	Higher than anticipated
102-430.001-801.000	PROFESSIONAL & CONTRACTUAL SERVICES	8,621	Unknown during budget process - Committed Projects
102-500.000-999.581	TRANSFER TO AIRPORT FUND	32,000	Higher than anticipated
102-720.000-970.000-FLAG-CON	CAPITAL OUTLAY	41,725	Unknown during budget process - Committed Projects
102-751.000-726.000	SUPPLIES	904	Unknown during budget process - Committed Projects
102-751.000-850.000	OPERATING EXPENSES	9,078	Unknown during budget process - Committed Projects
Total Expenditures		857,503	
Net to Fund Balance		(994,151)	
Fund 215 - FRIEND OF THE COURT FUND			
<i>Revenues</i>			
215-141.000-600.100	COURT COSTS	259	Higher than anticipated
215-141.000-600.102	FAMILY COUNSELING	450	Higher than anticipated
215-141.000-600.200	FEES	1,443	Higher than anticipated
Total Revenue		2,152	
<i>Expenditures</i>			
215-141.000-715.100	BENEFITS - HEALTH INSURANCE	21,375	Higher than anticipated
215-141.000-715.270	BENEFITS - HSA EMPLOYER	1,200	Higher than anticipated
215-141.000-850.199	OPERATING - MEMBERSHIPS	579	State Bar Dues
215-141.000-850.910	OPERATING - TRAVEL	75	Higher than anticipated
215-141.002-801.050	SERVICES - CONSULTANTS	13	Unknown during budget process - Supervision time
Total Expenditures		23,242	
Net to Fund Balance		(21,090)	
Fund 225 - RESOURCE RECOVERY FUND			
<i>Revenues</i>			
225-000.000-664.001	INVESTMENT INTEREST	7,709	Higher than anticipated
225-621.000-539.000	STATE GRANTS	(152,000)	Funds not expected
225-621.000-671.000	OTHER REVENUE	(5,000)	Funds not expected
Total Revenue		(149,291)	
<i>Expenditures</i>			
225-621.000-801.100	SERVICES - CONTRACTUAL	3,177	Unknown during budget process
225-621.000-955.003	OTHER - PROMOTIONAL	(10,000)	Lower than anticipated
Total Expenditures		(6,823)	
Net to Fund Balance		(142,468)	

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GL NUMBER	DESCRIPTION	AMOUNT	EXPLANATION
Fund 249 - BUILDING INSPECTION FUND			
<i>Revenues</i>			
249-000.000-664.001	INVESTMENT INTEREST	9,320	Higher than anticipated
249-371.000-450.751	BUILDING CODE PERMITS	224,813	Higher than anticipated
Total Revenue		234,133	
<i>Expenditures</i>			
249-371.000-715.500	BENEFITS - WORKERS COMP	19	Unknown during budget process
249-371.000-801.100	SERVICES - CONTRACTUAL	170,087	Higher than anticipated
Total Expenditures		170,106	
Net to Fund Balance		64,027	
Fund 256 - REGISTER OF DEEDS AUTOMATION FUND			
<i>Revenues</i>			
256-000.000-664.001	INVESTMENT INTEREST	2,860	Higher than anticipated
256-268.000-600.200	FEES	6,440	Higher than anticipated
Total Revenue		9,300	
<i>Expenditures</i>			
256-268.000-715.270	BENEFITS - HSA EMPLOYER	192	Unknown during budget process
256-268.000-715.500	BENEFITS - WORKERS COMP	16	Unknown during budget process
Total Expenditures		208	
Net to Fund Balance		9,092	
Fund 259 - COUNTY SPECIAL PROJECTS			
<i>Revenues</i>			
259-000.000-664.001	INVESTMENT INTEREST	9,018	Higher than anticipated
259-301.005-671.300	CONTRIBUTIONS & DONATIONS	(1,000)	Funds not expected
Total Revenue		8,018	
<i>Expenditures</i>			
259-000.000-999.000	TRANSFERS OUT	3,462	Indirect Cost allocations
259-301.003-726.005	SUPPLIES - EQUIPMENT	(999)	Reallocation of budgeted expenses
259-301.003-850.153	OPERATING - TRAINING	999	Reallocation of budgeted expenses
259-301.002-726.005	SUPPLIES - EQUIPMENT	500	Reallocation of budgeted expenses
259-301.005-726.005	SUPPLIES - EQUIPMENT	(500)	Reallocation of budgeted expenses
259-430.000-726.000	SUPPLIES	4,500	Reallocation of budgeted expenses - Cameras
259-430.000-726.609	SUPPLIES - ANIMAL MEDICAL	(4,500)	Reallocation of budgeted expenses
Total Expenditures		3,462	
Net to Fund Balance		4,556	
Fund 260 - MICHIGAN INDIGENT DEFENSE			
<i>Revenues</i>			
260-000.000-664.001	INVESTMENT INTEREST	832	Unknown during budget process
Total Revenue		832	
<i>Expenditures</i>			
260-138.000-701.097	WAGES - PAID TIME OUT	8,160	Higher than anticipated
260-138.000-715.270	BENEFITS - HSA EMPLOYER	1,200	Higher than anticipated
260-138.000-715.275	BENEFITS - LIFE INSURANCE	165	Higher than anticipated
260-138.000-801.508	SERVICES - TRANSCRIPTIONS	2,138	Higher than anticipated
260-138.000-726.005	SUPPLIES - EQUIPMENT	(12,000)	Lower than anticipated
260-138.000-970.000	CAPITAL OUTLAY	(27,500)	Lower than anticipated
260-138.000-850.301	OPERATING - TELEPHONE	(1,000)	Lower than anticipated
Total Expenditures		(28,837)	
Net to Fund Balance		29,669	
Fund 261 - CENTRAL DISPATCH FUND			
<i>Revenues</i>			
261-325.000-664.500	RENT	1,945	Higher than anticipated
261-325.000-695.001	INSURANCE RECOVERIES	15,802	Unknown during budget process
261-325.001-539.310	E-911 WIRELESS SURCHARGE, TRAINING	2,035	Higher than anticipated
Total Revenue		19,782	

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GL NUMBER	DESCRIPTION	AMOUNT	EXPLANATION
Expenditures			
261-325.000-701.020	WAGES - CLASSIFIED, SUPPORT	750	Higher than anticipated
261-325.000-701.079	WAGES - LONGEVITY	45	Higher than anticipated
261-325.000-701.080	WAGES - OVERTIME	54,023	Higher than anticipated
261-325.000-701.097	WAGES - PAID TIME OUT	22,123	Higher than anticipated
261-325.000-715.001	BENEFITS - FICA	8,248	Higher than anticipated
261-325.000-715.100	BENEFITS - HEALTH INSURANCE	32,636	Higher than anticipated
261-325.000-715.270	BENEFITS - HSA EMPLOYER	4,950	Higher than anticipated
261-325.000-715.275	BENEFITS - LIFE INSURANCE	1,291	Higher than anticipated
261-325.000-715.500	BENEFITS - WORKERS COMP	562	Higher than anticipated
261-325.000-715.801	BENEFITS - RETIREMENT, COUNTY PLAN	334	Higher than anticipated
261-325.000-715.821	BENEFITS - MERS, DISPATCHERS	17,917	Higher than anticipated
261-325.000-801.005	SERVICES - EQUIPMENT MAINTENANCE	(15,500)	Reallocation of budgeted expenses
261-325.000-801.800	SERVICES - BUILDING MAINTENANCE	15,500	Reallocation of budgeted expenses
261-325.000-850.001	OPERATING - POSTAGE	(100)	Lower than anticipated
261-325.000-970.000	CAPITAL OUTLAY	(10,000)	Reallocation of budgeted expenses
261-325.000-850.005	OPERATING - EQUIPMENT LEASE	10,000	Reallocation of budgeted expenses
261-325.000-850.349	OPERATING - 911 COMMUNICATION LINES	(1,000)	Lower than anticipated
261-325.000-850.301	OPERATING - TELEPHONE	(5,000)	Reallocation of budgeted expenses
261-325.001-850.154	OPERATING - TRAINING WIRELESS	5,000	Reallocation of budgeted expenses
Total Expenditures		141,779	
Net to Fund Balance		(121,997)	
Fund 262 - COMMUNITY CORRECTIONS FUND			
Revenues			
262-000.000-664.001	INVESTMENT INTEREST	292	Higher than anticipated
Total Revenue		292	
Net to Fund Balance		292	
Fund 263 - CONCEALED PISTOL			
Revenues			
263-215.000-450.752	PISTOL PERMITS	15,044	Higher than anticipated
Total Revenue		15,044	
Expenditures			
263-215.000-701.020	WAGES - CLASSIFIED, SUPPORT	1,393	Higher than anticipated
263-215.000-715.001	BENEFITS - FICA	169	Higher than anticipated
263-215.000-715.500	BENEFITS - WORKERS COMP	60	Unknown during budget process
263-215.000-726.001	SUPPLIES - OFFICE	13,394	Higher than anticipated
263-215.000-850.001	OPERATING - POSTAGE	437	Higher than anticipated
263-215.000-850.910	OPERATING - TRAVEL	(350)	Lower than anticipated
263-215.000-970.000	CAPITAL OUTLAY	(20,000)	Lower than anticipated
Total Expenditures		(4,897)	
Net to Fund Balance		19,941	
Fund 264 - CORRECTIONS TRAINING FUND			
Revenues			
264-000.000-664.001	INVESTMENT INTEREST	300	Unknown during budget process
264-351.000-600.205	BOOKING FEE	882	Higher than anticipated
Total Revenue		1,182	
Expenditures			
264-351.000-701.052	WAGES - UNION, JAIL OFFICERS & CLERKS	(3,500)	Lower than anticipated-No Training Hours recorded
264-351.000-715.001	BENEFITS - FICA	(270)	Lower than anticipated-No Training Hours recorded
264-351.000-715.275	BENEFITS - LIFE INSURANCE	(100)	Lower than anticipated-No Training Hours recorded
264-351.000-715.500	BENEFITS - WORKERS COMP	(263)	Lower than anticipated-No Training Hours recorded
264-351.000-715.820	BENEFITS - MERS, JAIL OFFICERS & CLERKS	(300)	Lower than anticipated-No Training Hours recorded
264-351.000-960.000	INDIRECT COST ALLOCATION	(857)	Budget correction
Total Expenditures		(5,290)	
Net to Fund Balance		6,472	
Fund 266 - SOBRIETY/DRUG COURT FUND			
Revenues			
266-000.000-664.001	INVESTMENT INTEREST	894	Higher than anticipated
266-131.150-600.200	DRUG COURT FEES	38,659	Higher than anticipated
266-131.225-539.000	STATE GRANTS	109,000	Higher than anticipated
266-136.100-600.266	FEES	3,432	Higher than anticipated
Total Revenue		151,985	

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GL NUMBER	DESCRIPTION	AMOUNT	EXPLANATION
Expenditures			
266-000.000-960.000	INDIRECT COST ALLOCATION	28,581	Not Budgeted in the fund but budgeted as revenue in General fund
266-131.050-726.000	SUPPLIES	(550)	Lower than anticipated
266-131.150-801.202	FEES - OTHER	6,662	Unknown during budget process
266-131.150-850.910	OPERATING - TRAVEL	(200)	Lower than anticipated
266-131.225-801.100	SERVICES - CONTRACTUAL	24,515	Unknown during budget process
266-131.225-850.910	OPERATING - TRAVEL	(3,500)	Lower than anticipated
266-131.250-701.097	WAGES - PAID TIME OUT	897	Unknown during budget process
266-131.250-715.100	BENEFITS - HEALTH INSURANCE	18,704	Unknown during budget process
266-131.250-715.270	BENEFITS - HSA EMPLOYER	1,200	Unknown during budget process
266-131.250-715.801	BENEFITS - RETIREMENT, COUNTY PLAN	62	Higher than anticipated
266-136.010-801.000	PROFESSIONAL & CONTRACTUAL SERVICES	898	Higher than anticipated
266-136.050-801.000	PROFESSIONAL & CONTRACTUAL SERVICES	340	Unknown during budget process
266-136.100-726.000	SUPPLIES	2,259	Higher than anticipated
266-136.100-726.911	SUPPLIES - WORKBOOKS	(526)	Lower than anticipated
266-136.100-801.010	SERVICES - COUNSELING	17,927	Higher than anticipated
266-136.100-801.907	SERVICES - CONTRACTUAL DEFENSE	436	Higher than anticipated
266-136.150-726.000	SUPPLIES	3,026	Higher than anticipated
266-136.150-850.910	OPERATING - TRAVEL	429	Higher than anticipated
266-136.150-850.991	OPERATING - TRAVEL, CONFERENCE	(1,590)	Lower than anticipated
266-136.250-801.100	SERVICES - CONTRACTUAL	1,672	Higher than anticipated
266-136.250-801.906	SERVICES- CONTRACTUAL TESTING	4,364	Higher than anticipated
266-136.250-850.910	OPERATING - TRAVEL	106	Higher than anticipated
	Total Expenditures	105,712	
	Net to Fund Balance	46,273	
Fund 267 - SPECIAL INVESTIGATIVE FUND			
Revenues			
267-000.000-664.001	INVESTMENT INTEREST	7	Higher than anticipated
267-301.001-655.500	FORFEITURES	(500)	Lower than anticipated
	Total Revenue	(493)	
Expenditures			
267-301.001-995.990	OTHER - MISCELLANEOUS	(500)	Lower than anticipated
	Total Expenditures	(500)	
	Net to Fund Balance	7	
Fund 268 - DRUG FORFEITURE FUND			
Revenues			
268-267.000-655.502	DRUG FORFEITURE	(500)	Lower than anticipated
	Total Revenue	(500)	
Expenditures			
268-301.001-726.005	SUPPLIES - EQUIPMENT	(500)	Lower than anticipated
268-301.001-955.991	OTHER - INCIDENTAL EXPENSE	(500)	Lower than anticipated
	Total Expenditures	(1,000)	
	Net to Fund Balance	500	
Fund 269 - LAW LIBRARY FUND			
Expenditures			
269-145.000-726.500	SUPPLIES - LAW BOOKS	1	Higher than anticipated
	Total Expenditures	1	
	Net to Fund Balance	(1)	
Fund 276 - OCYS BASIC GRANT FUND			
Revenues			
276-000.000-664.001	INVESTMENT INTEREST	1	Higher than anticipated
276-662.000-699.101	TRANSFER IN - GENERAL FUND	12,000	Transfer needed for a balanced fund balance
	Total Revenue	12,001	
Expenditures			
276-662.000-850.153	OPERATING - TRAINING	(5,940)	Lower than anticipated
276-662.000-850.910	OPERATING - TRAVEL	(6,460)	Lower than anticipated
	Total Expenditures	(12,400)	
	Net to Fund Balance	24,401	
Fund 284 - OPIOID SETTLEMENT FUND			
Revenues			
284-000.000-664.001	INVESTMENT INTEREST	22,265	Higher than anticipated
	Total Revenue	22,265	

2025 Budget Amendments
Ionia County

GL NUMBER	DESCRIPTION	AMOUNT	EXPLANATION
Expenditures			
284-000.000-801.000	PROFESSIONAL & CONTRACTUAL SERVICES	(110,000)	Reallocation of budgeted expenses
284-000.000-801.000-HMOPIOID	PROFESSIONAL & CONTRACTUAL SERVICES	35,000	Reallocation of budgeted expenses
284-000.000-801.000-RDOPIOID	PROFESSIONAL & CONTRACTUAL SERVICES	75,000	Reallocation of budgeted expenses
	Total Expenditures	0	
	Net to Fund Balance	22,265	
Fund 292 - CHILD CARE FUND			
Revenues			
292-662.000-699.101	TRANSFER IN - GENERAL FUND	67,000	Transfer needed for a balanced fund balance
	Total Revenue	67,000	
Expenditures			
292-662.000-801.513	SERVICES - FOSTER CARE	(7,500)	Lower than anticipated
292-662.000-801.514	SERVICES - INSTITUTIONAL CARE	(52,500)	Lower than anticipated
292-662.000-801.515	SERVICES - CHILD CARE NON-REIMBURSEABLE	(25,000)	Lower than anticipated
292-662.001-701.097	WAGES - PAID TIME OUT	16,613	Higher than anticipated
292-662.001-715.001	BENEFITS - FICA	368	Higher than anticipated
292-662.001-715.100	BENEFITS - HEALTH INSURANCE	13,407	Higher than anticipated
292-662.001-715.270	BENEFITS - HSA EMPLOYER	300	Higher than anticipated
292-662.001-715.801	BENEFITS - RETIREMENT, COUNTY PLAN	1,671	Higher than anticipated
	Total Expenditures	(52,641)	
	Net to Fund Balance	119,641	
Fund 293 - SOLDIERS & SAILORS RELIEF FUND			
Expenditures			
293-681.002-955.990	OTHER - MISCELLANEOUS	3,078	Higher than anticipated
	Total Expenditures	3,078	
	Net to Fund Balance	(3,078)	
Fund 296 - COURTS SECURITY FUND			
Revenues			
296-000.000-664.001	INVESTMENT INTEREST	4,263	Higher than anticipated
296-137.002-600.100	COURT COSTS	2,021	Higher than anticipated
	Total Revenue	6,284	
Expenditures			
296-137.002-701.051	WAGES - UNION, DEPUTIES	11,285	Higher than anticipated
296-137.002-726.001	SUPPLIES - OFFICE	244	Higher than anticipated
296-137.002-726.150	SUPPLIES - UNIFORMS	(500)	Lower than anticipated
	Total Expenditures	11,029	
	Net to Fund Balance	(4,745)	
Fund 581 - AIRPORT FUND			
Revenues			
581-000.000-528.401	OTHER FEDERAL GRANT	513	Higher than anticipated
581-500.000-600.200	FEES	3,320	Higher than anticipated
581-500.000-664.550	AIRPORT LAND LEASE	4,603	Higher than anticipated
581-500.000-664.552	RENT, AIRPORT FARMLAND LEASE	5,267	Higher than anticipated
581-500.000-664.553	AIRPORT "T" HANGAR RENT	5,594	Higher than anticipated
581-500.000-671.000	OTHER REVENUE	50	Higher than anticipated
	Total Revenue	19,347	
Expenditures			
581-500.000-726.800	SUPPLIES - BUILDING MAINTENANCE	2,857	Higher than anticipated
581-500.000-726.910	SUPPLIES - GASOLINE	7,220	Higher than anticipated
581-500.000-801.050	SERVICES - CONSULTANTS	4,715	Higher than anticipated
581-500.000-801.900	SERVICES - VEHICLE MAINTENANCE	483	Higher than anticipated
581-500.000-955.001	OTHER - INSURANCE & BONDS	20	Higher than anticipated
581-500.000-970.000	CAPITAL OUTLAY	32,000	Higher than anticipated
	Total Expenditures	47,295	
	Net to Fund Balance	(27,948)	
Fund 724 - MID WEST MICHIGAN TRAIL AUTHORITY			
Expenditures			
724-755.000-801.000	PROFESSIONAL & CONTRACTUAL SERVICES	97,000	Higher than anticipated
	Total Expenditures	97,000	
	Net to Fund Balance	(97,000)	

**IONIA COUNTY BOARD OF COMMISSIONERS
REQUEST FOR DISCUSSION/ACTION**

Title: Purchase Skid Steer
Date: December 23, 2025

CONTACT: Linda Pigue, Road Dept. Managing Director

DESCRIPTION:

We have two skid steers, one of which we own and a larger skid steer that we lease. We would like to purchase the leased skid steer for a cost of \$82,500. The leased skid steer is approximately 6 months old with 300 hours of service. Among other uses, the skid steers are used on a regular basis by our tree crew for planned tree work and for storm cleanup.

OTHER DEPARTMENTS/AGENCIES AFFECTED:

None

FINANCIAL ANALYSIS:

The purchase of the skid steer is included in the Road Department's 2025 budget.

LEGAL REVIEW:

N/A

DEADLINE:

December 23, 2025

SPECIFIC ACTION REQUESTED (PROPOSED BOARD MOTION):

Request the Board approve the purchase of the leased skid steer for \$82,500.

ADMINISTRATOR'S RECOMMENDATION:

Administrator recommends approval.

**Prepared For**

IONIA COUNTY ROAD COMMISS

PO BOX 76

IONIA, MI 488460076

(616) 902-1991

ACCOUNTSPAYABLE@IONIACOUN
TYROADS.ORG**Prepared By**

Matt LOHONE

Hutson, Inc.

6018 E Grand River Avenue

PORTLAND, MI 48875

5177496218

mlohone@hutsoninc.com

Quote Id 1380223**Creation Date** 08-Dec-2025**Expiration Date** 07-Jan-2026**Quote Summary**

Equipment Summary	Suggested List	Selling Price	QTY In Group	Extended
Used 2025 JOHN DEERE 331 P-TIER TRACK LOADER 00U0T-1T0331PAKSFD08800	\$82,500.00	\$82,500.00	1	\$82,500.00
Equipment Total				\$82,500.00

Quote Summary

Total Selling Price	\$82,500.00
Estimated Service Agreement Tax	\$0.00
Sub-total	\$82,500.00
Rental Applied	\$0.00
Total Amount Due	\$82,500.00
Down Payment	\$0.00
Balance Due	\$82,500.00

Purchase of Rental

Salesperson : X _____

Accepted By : X _____



Selling Equipment

Quote # 1380223
Customer IONIA COUNTY ROAD COMMISS

Used 2025 JOHN DEERE 331 P-TIER TRACK LOADER 00U0T

QTY In Group : 1

Hours	3	Suggested List
Serial Number	1T0331PAKSFD08800	\$82,500.00
Stock Number	382706	Selling Price
PUK Parent Serial #	- - -	\$82,500.00
		Discount Amount
		\$0.00

Equipment Summary

Code	Description	Qty	List Price	Adjusted Selling Price
00U0T	331 P-TIER TRACK LOADER	1	\$82,500.00	\$82,500.00

Base / Options

Code	Description	Qty	List Price	Discount %	Discount \$	Adjusted Selling Price
0202	United States	1	\$0.00	0.0%	\$0.00	\$0.00
183N	JDLink™	1	\$0.00	0.0%	\$0.00	\$0.00
0259	English Operator's Manual	1	\$0.00	0.0%	\$0.00	\$0.00
0351	Translated Text Labels	1	\$0.00	0.0%	\$0.00	\$0.00
1100	Less Detection System	1	\$0.00	0.0%	\$0.00	\$0.00
1362	2-Inch Seat Belt with Shoulder Harness	1	\$0.00	0.0%	\$0.00	\$0.00
5608	Wide Zig-Zag Bar Track - 17.7 In. (450 mm)	1	\$0.00	0.0%	\$0.00	\$0.00
8934	84 In. Heavy Duty Construction Bucket (21.0 Cu Ft) w/ Edge	1	\$0.00	0.0%	\$0.00	\$0.00



0517	Level 4 Package - Prem Cab A/C, 2Spd, ISO-H Max, Hi Flow, SL, RC, Power QT, Vent Seat, Dlx Lts, Rev Fan, Adv Display, Radio W/Mic, R	1	\$0.00	0.0%	\$0.00	\$0.00
0952	Rear View Camera	1	\$0.00	0.0%	\$0.00	\$0.00
8043	Cold Start Package	1	\$0.00	0.0%	\$0.00	\$0.00
8046	Counterweight, (Single Set)	1	\$0.00	0.0%	\$0.00	\$0.00
8049	Engine Air Precleaner	1	\$0.00	0.0%	\$0.00	\$0.00
Total Base / Options			\$82,500.00		\$0.00	\$82,500.00
Total Selling Price			\$82,500.00	\$0.00		\$82,500.00

Original Factory Build Codes

Code	Description
00U0T	331 P-TIER TRACK LOADER
00U0T183N	JDLINK IRON
00U0T1100	NO OBSTACLE INTELLIGENCE
00U0T1362	2" SEAT BELT W/SHOULDERSTRAP
00U0T0952	REAR CAMERA
00U0T0517	L4 2SP CAB AC PQT HFL
00U0T5608	WIDE ZIG-ZAG MULTI BAR TRKS
00U0T8046	SINGLE SET COUNTERWEIGHT
00U0T8043	COLD START PACKAGE 110 VOLT
00U0T8049	PRE CLEANER
00U0T8934	84" HD CONST BKT W/ EDGE
00U0T0202	USA DEST CODE
00U0T0259	ENGLISH OP MAN & DECALS
00U0T0351	TRANSLATED TEXT LABELS

**IONIA COUNTY BOARD OF COMMISSIONERS
REQUEST FOR DISCUSSION/ACTION**

Title: Purchase Dump trucks
Date: December 23, 2025

CONTACT: Linda Pigue, Managing Director

DESCRIPTION:

The Road Department has 24 full-time Transportation Maintenance Workers (TMW) and during the winter employs two seasonal TMWs. Our equipment replacement plan provides for replacing 2 trucks every year, which would result in retiring 2 trucks when they reach 13 years of service. The MDOT Trunkline Maintenance Contract Schedule C Rate is based on a five-year depreciation schedule. For reimbursement purposes, we will try to have our trucks that are not fully depreciated assigned to Trunkline routes. We use 12 trucks on the Trunkline system.

OTHER DEPARTMENTS/AGENCIES AFFECTED: None.

FINANCIAL ANALYSIS:

The Department's 2025 budget has sufficient funding to cover the cost of two dump trucks. We would purchase through MIDEAL but have not yet completed the specifications for the "Up-build". Our estimates are that the cost of two snowplow trucks would not exceed \$1,000,000.

LEGAL REVIEW: Not applicable.

DEADLINE: December 23, 2025

SPECIFIC ACTION REQUESTED (PROPOSED BOARD MOTION):

Request the Board approve the purchase of two snowplow trucks through MIDEAL not to exceed \$1,000,000 in cost.

ADMINISTRATOR'S RECOMMENDATION:

Interim Administrator recommends approval.

**IONIA COUNTY BOARD OF COMMISSIONERS
REQUEST FOR DISCUSSION/ACTION**

Title: Resolution Approving and Authorizing Signing MDOT Contract 25-5578 Borden
Road Bridge Over Prairie Creek

Date: December 23, 2025

CONTACT: Linda Pigue, Managing Director

DESCRIPTION: The Michigan Department of Transportation (MDOT) has approved the use of Local Bridge Funds, and has provided a contract and is requesting a certified Board Resolution which includes the contract number, 25-5578, and the names of the officials authorized to sign the contract.

OTHER DEPARTMENTS/AGENCIES AFFECTED: None

FINANCIAL ANALYSIS: The Department's budget includes funds to cover its portion of project costs.

LEGAL REVIEW: Not applicable.

DEADLINE: December 23, 2025.

SPECIFIC ACTION REQUESTED (PROPOSED BOARD MOTION): Request the Board adopt the Resolution approving contract 25-5578 and authorizing Jack Shattuck, Board Chairman and Chad Shaw, County Administrator to sign contract 25-5578.

ADMINISTRATOR'S RECOMMENDATION: The Administrator recommends the Board adopt the Resolution and authorize signing of the contract.

RESOLUTION

MDOT Contract 25-5578

Remove & Replace SN4032 Borden Road Bridge Over Prairie Creek

WHEREAS, It has been determined that a project to remove and replace Primary Road Bridge #4032, Borden Road over Prairie Creek is needed.

WHEREAS, Road Department staff applied to the Michigan Department of Transportation (MDOT) for said project and

WHEREAS, MDOT has accepted the application and now wishes to enter into contract 25-5578 with Ionia County and the Board has considered contract 25-5578.

NOW, THEREFORE, BE IT RESOLVED that the Ionia County Board of Commissioners wishes to enter into contract 25-5578 and authorizes Jack Shattuck, Board Chairman and Chad Shaw, County Administrator to sign contract 25-5578.

Signature: _____

Title: _____

Date: _____ +

LOCAL BRIDGE
FEDERAL

	CAB
Control Section	BFP 34000
Job Number	212264CON
Project	26A0068
Structure	#4032
CFDA No.	20.205 (Highway Research Planning & Construction)
Contract No.	25-5578

PART I

THIS CONTRACT, consisting of PART I and PART II (Standard Agreement Provisions), is made by and between the MICHIGAN DEPARTMENT OF TRANSPORTATION, hereinafter referred to as the "DEPARTMENT"; and the COUNTY OF IONIA, MICHIGAN, hereinafter referred to as the "REQUESTING PARTY"; for the purpose of fixing the rights and obligations of the parties in agreeing to the following improvements, in Ionia County, Michigan, hereinafter referred to as the "PROJECT" and estimated in detail on EXHIBIT "I", dated November 17, 2025, attached hereto and made a part hereof:

The removal and replacement of the structure #4032, with a 21 inch precast concrete box beam structure, which carries Borden Road over Prairie Creek, Sections 12 and 13, T08N, R06W, Ronald Township, Ionia County, Michigan; including earthwork, concrete bridge approach, hot mix asphalt approaches, bridge railing, guardrail, cofferdams, aggregate base and shoulders, concrete curb and gutter, riprap and permanent pavement markings; and all together with necessary related work.

WITNESSETH:

WHEREAS, pursuant to Federal and State law, monies have been provided for the performance of certain improvements on public roads; and

WHEREAS, the reference "FHWA" in PART I and PART II refers to the United States Department of Transportation, Federal Highway Administration; and

WHEREAS, the PROJECT, or portions of the PROJECT, at the request of the REQUESTING PARTY, are being programmed with the FHWA, for implementation with the use of Federal funds under the following Federal program:

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SECTION 144 OF TITLE 23 USC
(HIGHWAY BRIDGE REPLACEMENT AND REHABILITATION PROGRAM)
HIGHWAY INFRASTRUCTURE PROGRAM

WHEREAS, the PROJECT has been approved for financing in part with funds appropriated to the Local Bridge Fund pursuant to Section 10(5) of Act 51, Public Acts of 1951, as amended, for the state Local Bridge Program; and

WHEREAS, the parties hereto have reached an understanding with each other regarding the performance of the PROJECT work and desire to set forth this understanding in the form of a written contract.

NOW, THEREFORE, in consideration of the premises and of the mutual undertakings of the parties and in conformity with applicable law, it is agreed:

1. The parties hereto shall undertake and complete the PROJECT in accordance with the terms of this contract.

2. The term "PROJECT COST", as herein used, is hereby defined as the cost of the physical construction necessary for the completion of the PROJECT, including any other costs incurred by the DEPARTMENT as a result of this contract, except for construction engineering and inspection.

No charges will be made by the DEPARTMENT to the PROJECT for any inspection work or construction engineering.

The costs incurred by the REQUESTING PARTY for preliminary engineering, construction engineering, construction materials testing, inspection, and right-of-way are excluded from the PROJECT COST as defined by this contract.

The Michigan Department of Environment, Great Lakes, and Energy has informed the DEPARTMENT that it adopted new administrative rules (R 325.10101, et. seq.) which prohibit any governmental agency from connecting and/or reconnecting lead and/or galvanized service lines to existing and/or new water main. Questions regarding these administrative rules should be directed to the Michigan Department of Environment, Great Lakes, and Energy. The cost associated with replacement of any lead and/or galvanized service lines, including but not limited to contractor claims, will be the sole responsibility of the REQUESTING PARTY.

3. The DEPARTMENT is authorized by the REQUESTING PARTY to administer on behalf of the REQUESTING PARTY all phases of the project including

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advertising and awarding the construction contract for the PROJECT. Such administration shall be in accordance with PART II Section II of this contract.

Any items of the PROJECT COST incurred by the DEPARTMENT may be charged to the PROJECT.

4. The REQUESTING PARTY, at no cost to the PROJECT or to the DEPARTMENT, shall:

- A. Design or cause to be designed the plans for the PROJECT.
- B. Appoint a project engineer who shall be in responsible charge of the PROJECT and ensure that the plans and specifications are followed.
- C. Perform or cause to be performed the construction engineering, construction materials testing, and inspection services necessary for the completion of the PROJECT.

5. The PROJECT COST shall be met in part by Federal Funds and by state Local Bridge Funds. Upon final settlement of costs, Federal Funds will be applied to the eligible items of PROJECT COST. The state Local Bridge Funds will be applied to the balance of the PROJECT COST, after deduction of Federal Funds, such that the Federal Funds and state Local Bridge Funds shall equal 95 percent of those PROJECT COSTS eligible for participation with such funds. The remaining 5 percent of the eligible items of PROJECT COST, as well as any ineligible items of PROJECT COST, shall be paid 100 percent by the REQUESTING PARTY in the manner and at the times hereinafter set forth.

Any items of PROJECT COST not reimbursed by Federal Funds or paid by state Local Bridge Funds will be the sole responsibility of the REQUESTING PARTY.

6. No working capital deposit will be required for this PROJECT.

In order to fulfill the obligations assumed by the REQUESTING PARTY under the provisions of this contract, the REQUESTING PARTY shall make prompt payments of its share of the PROJECT COST upon receipt of progress billings from the DEPARTMENT as herein provided. All payments will be made within 30 days of receipt of billings from the DEPARTMENT. Billings to the REQUESTING PARTY will be based upon the REQUESTING PARTY'S share of the actual costs incurred less Federal Funds and State Funds earned as the PROJECT progresses.

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7. At such time as traffic volumes and safety requirements warrant, the REQUESTING PARTY will cause to be enacted and enforced such ordinances as may be necessary to prohibit parking in the traveled roadway throughout the limits of the PROJECT.

8. The performance of the entire PROJECT under this contract, whether Federally funded or not, will be subject to the provisions and requirements of PART II that are applicable to a Federally funded project.

In the event of any discrepancies between PART I and PART II of this contract, the provisions of PART I shall prevail.

Build America, Buy America Requirements (2 CFR Part 184 and 2 CFR 200.322) and Buy America Requirements (23 CFR 635.410) shall apply to the PROJECT and will be adhered to, as applicable, by the parties hereto.

9. The REQUESTING PARTY certifies that it is not aware if and has no reason to believe that the property on which the work is to be performed under this agreement is a facility, as defined by the Michigan Natural Resources and Environmental Protection Act [(NREPA), PA 451, 1994, as amended 2012]; MCL 324.20101(1)(s). The REQUESTING PARTY also certifies that it is not a liable party pursuant to either Part 201 or Part 213 of NREPA, MCL 324.20126 et seq. and MCL 324.21323a et seq. The REQUESTING PARTY is a local unit of government that has acquired or will acquire property for the use of either a transportation corridor or public right-of-way and was not responsible for any activities causing a release or threat of release of any hazardous materials at or on the property. The REQUESTING PARTY is not a person who is liable for response activity costs, pursuant to MCL 324.20101 (vv) and (ww).

10. If, subsequent to execution of this contract, previously unknown hazardous substances are discovered within the PROJECT limits, which require environmental remediation pursuant to either state or federal law, the REQUESTING PARTY, in addition to reporting that fact to the Michigan Department of Environment, Great Lakes, and Energy, shall immediately notify the DEPARTMENT, both orally and in writing of such discovery. The DEPARTMENT shall consult with the REQUESTING PARTY to determine if it is willing to pay for the cost of remediation and, with the FHWA, to determine the eligibility, for reimbursement, of the remediation costs. The REQUESTING PARTY shall be charged for and shall pay all costs associated with such remediation, including all delay costs of the contractor for the PROJECT, in the event that remediation and delay costs are not deemed eligible by the FHWA. If the REQUESTING PARTY refuses to participate in the cost of remediation, the DEPARTMENT shall terminate the PROJECT. The parties agree that any costs or

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damages that the DEPARTMENT incurs as a result of such termination shall be considered a PROJECT COST.

11. If federal and/or state funds administered by the DEPARTMENT are used to pay the cost of remediating any hazardous substances discovered after the execution of this contract and if there is a reasonable likelihood of recovery, the REQUESTING PARTY, in cooperation with the Michigan Department of Environment, Great Lakes, and Energy and the DEPARTMENT, shall make a diligent effort to recover such costs from all other possible entities. If recovery is made, the DEPARTMENT shall be reimbursed from such recovery for the proportionate share of the amount paid by the FHWA and/or the DEPARTMENT and the DEPARTMENT shall credit such sums to the appropriate funding source.

12. The DEPARTMENT'S sole reason for entering into this contract is to enable the REQUESTING PARTY to obtain and use funds provided by the Federal Highway Administration pursuant to Title 23 of the United States Code and/or State Funds.

Any and all approvals of, reviews of, and recommendations regarding contracts, agreements, permits, plans, specifications, or documents, of any nature, and any inspections of work by the DEPARTMENT pursuant to the terms of this contract are done to assist the REQUESTING PARTY in meeting program guidelines in order to qualify for available funds. Such approvals, reviews, inspections and recommendations by the DEPARTMENT shall not relieve the REQUESTING PARTY and the local agencies, as applicable, of their ultimate control and shall not be construed as a warranty of their propriety or that the DEPARTMENT is assuming any liability, control or jurisdiction.

The providing of recommendations or advice by the DEPARTMENT does not relieve the REQUESTING PARTY and the local agencies, as applicable, of their exclusive jurisdiction of the highway or bridge structure(s) and responsibility under MCL 691.1402 et seq., as amended.

When providing approvals, reviews and recommendations under this contract, the DEPARTMENT is performing a governmental function, as that term is defined in MCL 691.1401 et seq., as amended, which is incidental to the completion of the PROJECT.

Upon completion of the PROJECT, the REQUESTING PARTY shall accept the facilities constructed as built to specifications within the contract documents. It is understood that the REQUESTING PARTY shall own the facilities and shall operate and maintain the facilities in accordance with all applicable Federal and State laws and regulations, including, but not limited to, Title II of the Americans with Disabilities Act

(ADA), 42 USC 12131 et seq., and its associated regulations and standards, and DEPARTMENT Road and Bridge Standard Plans and the Standard Specifications for Construction.

13. The DEPARTMENT, by executing this contract, and rendering services pursuant to this contract, has not and does not assume jurisdiction of the highway or bridge structure(s), described as the PROJECT, for purposes of MCL 691.1402 et seq., as amended. Exclusive jurisdiction of such highway for the purposes of MCL 691.1402 et seq., as amended, rests with the REQUESTING PARTY and other local agencies having respective jurisdiction.

14. The REQUESTING PARTY shall approve all of the plans and specifications to be used on the PROJECT and shall be deemed to have approved all changes to the plans and specifications when put into effect. It is agreed that ultimate responsibility and control over the PROJECT rests with the REQUESTING PARTY and local agencies, as applicable.

15. The REQUESTING PARTY agrees that the costs reported to the DEPARTMENT for this contract will represent only those items that are properly chargeable in accordance with this contract. The REQUESTING PARTY also certifies that it has read the contract terms and has made itself aware of the applicable laws, regulations, and terms of this contract that apply to the reporting of costs incurred under the terms of this contract.

16. Each party to this contract will remain responsible for any and all claims arising out of its own acts and/or omissions during the performance of the contract, as provided by this contract or by law. In addition, this is not intended to increase or decrease either party's liability for or immunity from tort claims. This contract is also not intended to nor will it be interpreted as giving either party a right of indemnification, either by contract or by law, for claims arising out of the performance of this contract.

17. The parties shall promptly provide comprehensive assistance and cooperation in defending and resolving construction claims brought against the DEPARTMENT by the contractor, vendors or suppliers as a result of the DEPARTMENT'S award of the construction contract for the PROJECT. Costs incurred by the DEPARTMENT in defending or resolving such claims shall be reasonable and necessary and shall be considered PROJECT COSTS.

18. The DEPARTMENT shall require the contractor who is awarded the contract for the construction of the PROJECT to provide insurance in the amounts specified and in accordance with the DEPARTMENT'S current Standard Specifications for Construction, and to:

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- A. Maintain bodily injury and property damage insurance for the duration of the PROJECT.
- B. Provide owner's protective liability insurance naming as insureds the State of Michigan, the Michigan State Transportation Commission, the DEPARTMENT, and its officials, agents and employees, the REQUESTING PARTY and any other county, county road commission, or municipality in whose jurisdiction the PROJECT is located, and their employees, for the duration of the PROJECT and to provide, upon request, copies of certificates of insurance to the insureds. It is understood that the DEPARTMENT does not assume jurisdiction of the highway described as the PROJECT as a result of being named as an insured on the owner's protective liability insurance policy.
- C. Comply with the requirements of notice of cancellation and reduction of insurance set forth in the current standard specifications for construction and to provide, upon request, copies of notices and reports prepared to those insured.

19. This contract shall become binding on the parties hereto and of full force and effect upon the signing thereof by the duly authorized officials for the parties hereto; upon the adoption of the necessary resolution approving said contract and authorizing the signatures thereto of the respective officials of the REQUESTING PARTY, a certified copy of which resolution shall be attached to this contract; and with approval by the State Administrative Board.

IN WITNESS WHEREOF, the parties hereto have caused this contract to be executed as written below.

COUNTY OF IONIA

MICHIGAN DEPARTMENT
OF TRANSPORTATION

By _____
Title:

By _____
for Department Director MDOT

By _____
Title:



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November 17, 2025

EXHIBIT I

CONTROL SECTION BFP 34000
JOB NUMBER 212264CON
PROJECT 26A0068
STRUCTURE #4032

	<u>TOTAL ESTIMATED COST</u>	<u>FEDERAL FUNDS (EST 80%)</u>	<u>STATE LOCAL BRIDGE FUNDS (EST 15%)</u>	<u>TOTAL FEDERAL & STATE AID</u>	<u>BALANCE REQ. PARTY'S SHARE</u>
<u>STRUCTURE AND APPROACHES</u>					
Construction (Contracted)	\$1,296,050	\$1,036,840	\$194,407	\$1,231,247	\$64,803

NO DEPOSIT REQUIRED

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DOT

TYPE B
BUREAU OF HIGHWAYS
03-15-93

PART II

STANDARD AGREEMENT PROVISIONS

SECTION I COMPLIANCE WITH REGULATIONS AND DIRECTIVES

SECTION II PROJECT ADMINISTRATION AND SUPERVISION

SECTION III ACCOUNTING AND BILLING

SECTION IV MAINTENANCE AND OPERATION

SECTION V SPECIAL PROGRAM AND PROJECT CONDITIONS

SECTION I

COMPLIANCE WITH REGULATIONS AND DIRECTIVES

- A. To qualify for eligible cost, all work shall be documented in accordance with the requirements and procedures of the DEPARTMENT.
- B. All work on projects for which reimbursement with Federal funds is requested shall be performed in accordance with the requirements and guidelines set forth in the following Directives of the Federal-Aid Policy Guide (FAPG) of the FHWA, as applicable, and as referenced in pertinent sections of Title 23 and Title 49 of the Code of Federal Regulations (CFR), and all supplements and amendments thereto.
 - 1. Engineering
 - a. FAPG (6012.1): Preliminary Engineering
 - b. FAPG (23 CFR 172): Administration of Engineering and Design Related Service Contracts
 - c. FAPG (23 CFR 635A): Contract Procedures
 - d. FAPG (49 CFR 18.22): Uniform Administrative Requirements for Grants and Cooperative Agreements to State and Local Governments—Allowable Costs
 - 2. Construction
 - a. FAPG (23 CFR 140E): Administrative Settlement Costs-Contract Claims
 - b. FAPG (23 CFR 140B): Construction Engineering Costs
 - c. FAPG (23 CFR 17): Recordkeeping and Retention Requirements for Federal-Aid Highway Records of State Highway Agencies
 - d. FAPG (23 CFR 635A): Contract Procedures
 - e. FAPG (23 CFR 635B): Force Account Construction
 - f. FAPG (23 CFR 645A): Utility Relocations, Adjustments and Reimbursement

- g. FAPG (23 CFR 645B): Accommodation of Utilities (PPM 30-4.1)
 - h. FAPG (23 CFR 655F): Traffic Control Devices on Federal-Aid and other Streets and Highways
 - i. FAPG (49 CFR 18.22): Uniform Administrative Requirements for Grants and Cooperative Agreements to State and Local Governments--Allowable Costs
3. Modification Or Construction Of Railroad Facilities
- a. FAPG (23 CFR 140I): Reimbursement for Railroad Work
 - b. FAPG (23 CFR 646B): Railroad Highway Projects
- C. In conformance with FAPG (23 CFR 630C) Project Agreements, the political subdivisions party to this contract, on those Federally funded projects which exceed a total cost of \$100,000.00 stipulate the following with respect to their specific jurisdictions:
- 1. That any facility to be utilized in performance under or to benefit from this contract is not listed on the Environmental Protection Agency (EPA) List of Violating Facilities issued pursuant to the requirements of the Federal Clean Air Act, as amended, and the Federal Water Pollution Control Act, as amended.
 - 2. That they each agree to comply with all of the requirements of Section 114 of the Federal Clean Air Act and Section 308 of the Federal Water Pollution Control Act, and all regulations and guidelines issued thereunder.
 - 3. That as a condition of Federal aid pursuant to this contract they shall notify the DEPARTMENT of the receipt of any advice indicating that a facility to be utilized in performance under or to benefit from this contract is under consideration to be listed on the EPA List of Violating Facilities.
- D. Ensure that the PROJECT is constructed in accordance with and incorporates all committed environmental impact mitigation measures listed in approved environmental documents unless modified or deleted by approval of the FHWA.
- E. All the requirements, guidelines, conditions and restrictions noted in all other pertinent Directives and Instructional Memoranda of the FHWA will apply to this contract and will be adhered to, as applicable, by the parties hereto.

SECTION II

PROJECT ADMINISTRATION AND SUPERVISION

- A. The DEPARTMENT shall provide such administrative guidance as it determines is required by the PROJECT in order to facilitate the obtaining of available federal and/or state funds.
- B. The DEPARTMENT will advertise and award all contracted portions of the PROJECT work. Prior to advertising of the PROJECT for receipt of bids, the REQUESTING PARTY may delete any portion or all of the PROJECT work. After receipt of bids for the PROJECT, the REQUESTING PARTY shall have the right to reject the amount bid for the PROJECT prior to the award of the contract for the PROJECT only if such amount exceeds by ten percent (10%) the final engineer's estimate therefor. If such rejection of the bids is not received in writing within two (2) weeks after letting, the DEPARTMENT will assume concurrence. The DEPARTMENT may, upon request, readvertise the PROJECT. Should the REQUESTING PARTY so request in writing within the aforesaid two (2) week period after letting, the PROJECT will be cancelled and the DEPARTMENT will refund the unused balance of the deposit less all costs incurred by the DEPARTMENT.
- C. The DEPARTMENT will perform such inspection services on PROJECT work performed by the REQUESTING PARTY with its own forces as is required to ensure compliance with the approved plans & specifications.
- D. On those projects funded with Federal monies, the DEPARTMENT shall as may be required secure from the FHWA approval of plans and specifications, and such cost estimates for FHWA participation in the PROJECT COST.
- E. All work in connection with the PROJECT shall be performed in conformance with the Michigan Department of Transportation Standard Specifications for Construction, and the supplemental specifications, Special Provisions and plans pertaining to the PROJECT and all materials furnished and used in the construction of the PROJECT shall conform to the aforesaid specifications. No extra work shall be performed nor changes in plans and specifications made until said work or changes are approved by the project engineer and authorized by the DEPARTMENT.

- F. Should it be necessary or desirable that portions of the work covered by this contract be accomplished by a consulting firm, a railway company, or governmental agency, firm, person, or corporation, under a subcontract with the REQUESTING PARTY at PROJECT expense, such subcontracted arrangements will be covered by formal written agreement between the REQUESTING PARTY and that party.

This formal written agreement shall: include a reference to the specific prime contract to which it pertains; include provisions which clearly set forth the maximum reimbursable and the basis of payment; provide for the maintenance of accounting records in accordance with generally accepted accounting principles, which clearly document the actual cost of the services provided; provide that costs eligible for reimbursement shall be in accordance with clearly defined cost criteria such as 49 CFR Part 18, 48 CFR Part 31, 23 CFR Part 140, OMB Circular A-87, etc. as applicable; provide for access to the department or its representatives to inspect and audit all data and records related to the agreement for a minimum of three years after the department's final payment to the local unit.

All such agreements will be submitted for approval by the DEPARTMENT and, if applicable, by the FHWA prior to execution thereof, except for agreements for amounts less than \$100,000 for preliminary engineering and testing services executed under and in accordance with the provisions of the "Small Purchase Procedures" FAPG (23 CFR 172), which do not require prior approval of the DEPARTMENT or the FHWA.

Any such approval by the DEPARTMENT shall in no way be construed as a warranty of the subcontractor's qualifications, financial integrity, or ability to perform the work being subcontracted.

- G. The REQUESTING PARTY, at no cost to the PROJECT or the DEPARTMENT, shall make such arrangements with railway companies, utilities, etc., as may be necessary for the performance of work required for the PROJECT but for which Federal or other reimbursement will not be requested.
- H. The REQUESTING PARTY, at no cost to the PROJECT, or the DEPARTMENT, shall secure, as necessary, all agreements and approvals of the PROJECT with railway companies, the Railroad Safety & Tariffs Division of the DEPARTMENT and other concerned governmental agencies other than the FHWA, and will forward same to the DEPARTMENT for such reviews and approvals as may be required.
- I. No PROJECT work for which reimbursement will be requested by the REQUESTING PARTY is to be subcontracted or performed until the DEPARTMENT gives written notification that such work may commence.

- J. The REQUESTING PARTY shall be responsible for the payment of all costs and expenses incurred in the performance of the work it agrees to undertake and perform.
- K. The REQUESTING PARTY shall pay directly to the party performing the work all billings for the services performed on the PROJECT which are authorized by or through the REQUESTING PARTY.
- L. The REQUESTING PARTY shall submit to the DEPARTMENT all paid billings for which reimbursement is desired in accordance with DEPARTMENT procedures.
- M. All work by a consulting firm will be performed in compliance with the applicable provisions of 1980 PA 299, Subsection 2001, MCL 339.2001; MSA 18.425(2001), as well as in accordance with the provisions of all previously cited Directives of the FHWA.
- N. The project engineer shall be subject to such administrative guidance as may be deemed necessary to ensure compliance with program requirement and, in those instances where a consultant firm is retained to provide engineering and inspection services, the personnel performing those services shall be subject to the same conditions.
- O. The DEPARTMENT, in administering the PROJECT in accordance with applicable Federal and State requirements and regulations, neither assumes nor becomes liable for any obligations undertaken or arising between the REQUESTING PARTY and any other party with respect to the PROJECT.
- P. In the event it is determined by the DEPARTMENT that there will be either insufficient Federal funds or insufficient time to properly administer such funds for the entire PROJECT or portions thereof, the DEPARTMENT, prior to advertising or issuing authorization for work performance, may cancel the PROJECT, or any portion thereof, and upon written notice to the parties this contract shall be void and of no effect with respect to that cancelled portion of the PROJECT. Any PROJECT deposits previously made by the parties on the cancelled portions of the PROJECT will be promptly refunded.
- Q. Those projects funded with Federal monies will be subject to inspection at all times by the DEPARTMENT and the FHWA.

SECTION III

ACCOUNTING AND BILLING

A. Procedures for billing for work undertaken by the REQUESTING PARTY:

- I. The REQUESTING PARTY shall establish and maintain accurate records, in accordance with generally accepted accounting principles, of all expenses incurred for which payment is sought or made under this contract, said records to be hereinafter referred to as the "RECORDS". Separate accounts shall be established and maintained for all costs incurred under this contract.

The REQUESTING PARTY shall maintain the RECORDS for at least three (3) years from the date of final payment of Federal Aid made by the DEPARTMENT under this contract. In the event of a dispute with regard to the allowable expenses or any other issue under this contract, the REQUESTING PARTY shall thereafter continue to maintain the RECORDS at least until that dispute has been finally decided and the time for all available challenges or appeals of that decision has expired.

The DEPARTMENT, or its representative, may inspect, copy, or audit the RECORDS at any reasonable time after giving reasonable notice.

If any part of the work is subcontracted, the REQUESTING PARTY shall assure compliance with the above for all subcontracted work.

In the event that an audit performed by or on behalf of the DEPARTMENT indicates an adjustment to the costs reported under this contract, or questions the allowability of an item of expense, the DEPARTMENT shall promptly submit to the REQUESTING PARTY, a Notice of Audit Results and a copy of the audit report which may supplement or modify any tentative findings verbally communicated to the REQUESTING PARTY at the completion of an audit.

Within sixty (60) days after the date of the Notice of Audit Results, the REQUESTING PARTY shall: (a) respond in writing to the responsible Bureau or the DEPARTMENT indicating whether or not it concurs with the audit report, (b) clearly explain the nature and basis for any disagreement as to a disallowed item of expense and, (c) submit to the DEPARTMENT a written explanation as to any questioned or no opinion expressed item of expense, hereinafter referred to as the "RESPONSE". The RESPONSE shall be clearly stated and provide any supporting documentation necessary to resolve any disagreement or questioned or no opinion expressed item of expense. Where the documentation is voluminous, the REQUESTING PARTY may supply appropriate excerpts and make alternate

arrangements to conveniently and reasonably make that documentation available for review by the DEPARTMENT. The RESPONSE shall refer to and apply the language of the contract. The REQUESTING PARTY agrees that failure to submit a RESPONSE within the sixty (60) day period constitutes agreement with any disallowance of an item of expense and authorizes the DEPARTMENT to finally disallow any items of questioned or no opinion expressed cost.

The DEPARTMENT shall make its decision with regard to any Notice of Audit Results and RESPONSE within one hundred twenty (120) days after the date of the Notice of Audit Results. If the DEPARTMENT determines that an overpayment has been made to the REQUESTING PARTY, the REQUESTING PARTY shall repay that amount to the DEPARTMENT or reach agreement with the DEPARTMENT on a repayment schedule within thirty (30) days after the date of an invoice from the DEPARTMENT. If the REQUESTING PARTY fails to repay the overpayment or reach agreement with the DEPARTMENT on a repayment schedule within the thirty (30) day period, the REQUESTING PARTY agrees that the DEPARTMENT shall deduct all or a portion of the overpayment from any funds then or thereafter payable by the DEPARTMENT to the REQUESTING PARTY under this contract or any other agreement, or payable to the REQUESTING PARTY under the terms of 1951 PA 51, as applicable. Interest will be assessed on any partial payments or repayment schedules based on the unpaid balance at the end of each month until the balance is paid in full. The assessment of interest will begin thirty (30) days from the date of the invoice. The rate of interest will be based on the Michigan Department of Treasury common cash funds interest earnings. The rate of interest will be reviewed annually by the DEPARTMENT and adjusted as necessary based on the Michigan Department of Treasury common cash funds interest earnings. The REQUESTING PARTY expressly consents to this withholding or offsetting of funds under those circumstances, reserving the right to file a lawsuit in the Court of Claims to contest the DEPARTMENT'S decision only as to any item of expense the disallowance of which was disputed by the REQUESTING PARTY in a timely filed RESPONSE.

The REQUESTING PARTY shall comply with the Single Audit Act of 1984, as amended, including, but not limited to, the Single Audit Amendments of 1996 (31 USC 7501-7507).

The REQUESTING PARTY shall adhere to the following requirements associated with audits of accounts and records:

- a. Agencies expending a total of \$500,000 or more in federal funds, from one or more funding sources in its fiscal year, shall comply with the requirements of the federal Office of Management and Budget (OMB) Circular A-133, as revised or amended.

The agency shall submit two copies of:

The Reporting Package
The Data Collection Form
The management letter to the agency, if one issued by the audit firm

The OMB Circular A-133 audit must be submitted to the address below in accordance with the time frame established in the circular, as revised or amended.

b. Agencies expending less than \$500,000 in federal funds must submit a letter to the Department advising that a circular audit was not required. The letter shall indicate the applicable fiscal year, the amount of federal funds spent, the name(s) of the Department federal programs, and the CFDA grant number(s). This information must also be submitted to the address below.

c. Address: Michigan Department of Education
Accounting Service Center
Hannah Building
608 Allegan Street
Lansing, MI 48909

d. Agencies must also comply with applicable State laws and regulations relative to audit requirements.

e. Agencies shall not charge audit costs to Department's federal programs which are not in accordance with the OMB Circular A-133 requirements.

f. All agencies are subject to the federally required monitoring activities, which may include limited scope reviews and other on-site monitoring.

2. Agreed Unit Prices Work - All billings for work undertaken by the REQUESTING PARTY on an agreed unit price basis will be submitted in accordance with the Michigan Department of Transportation Standard Specifications for Construction and pertinent FAPG Directives and Guidelines of the FHWA.
3. Force Account Work and Subcontracted Work - All billings submitted to the DEPARTMENT for Federal reimbursement for items of work performed on a force account basis or by any subcontract with a consulting firm, railway company, governmental agency or other party, under the terms of this contract, shall be prepared in accordance with the provisions of the pertinent FHPM Directives and the procedures of the DEPARTMENT. Progress billings may be submitted monthly during the time work is being performed provided, however, that no bill of a lesser amount than \$1,000.00 shall be submitted unless it is a final

or end of fiscal year billing. All billings shall be labeled either "Progress Bill Number _____", or "Final Billing".

4. Final billing under this contract shall be submitted in a timely manner but not later than six months after completion of the work. Billings for work submitted later than six months after completion of the work will not be paid.
5. Upon receipt of billings for reimbursement for work undertaken by the REQUESTING PARTY on projects funded with Federal monies, the DEPARTMENT will act as billing agent for the REQUESTING PARTY, consolidating said billings with those for its own force account work and presenting these consolidated billings to the FHWA for payment. Upon receipt of reimbursement from the FHWA, the DEPARTMENT will promptly forward to the REQUESTING PARTY its share of said reimbursement.
6. Upon receipt of billings for reimbursement for work undertaken by the REQUESTING PARTY on projects funded with non-Federal monies, the DEPARTMENT will promptly forward to the REQUESTING PARTY reimbursement of eligible costs.

B. Payment of Contracted and DEPARTMENT Costs:

1. As work on the PROJECT commences, the initial payments for contracted work and/or costs incurred by the DEPARTMENT will be made from the working capital deposit. Receipt of progress payments of Federal funds, and where applicable, State Critical Bridge funds, will be used to replenish the working capital deposit. The REQUESTING PARTY shall make prompt payments of its share of the contracted and/or DEPARTMENT incurred portion of the PROJECT COST upon receipt of progress billings from the DEPARTMENT. Progress billings will be based upon the REQUESTING PARTY'S share of the actual costs incurred as work on the PROJECT progresses and will be submitted, as required, until it is determined by the DEPARTMENT that there is sufficient available working capital to meet the remaining anticipated PROJECT COSTS. All progress payments will be made within thirty (30) days of receipt of billings. No monthly billing of a lesser amount than \$1,000.00 will be made unless it is a final or end of fiscal year billing. Should the DEPARTMENT determine that the available working capital exceeds the remaining anticipated PROJECT COSTS, the DEPARTMENT may reimburse the REQUESTING PARTY such excess. Upon completion of the PROJECT, payment of all PROJECT COSTS, receipt of all applicable monies from the FHWA, and completion of necessary audits, the REQUESTING PARTY will be reimbursed the balance of its deposit.

2. In the event that the bid, plus contingencies, for the contracted, and/or the DEPARTMENT incurred portion of the PROJECT work exceeds the estimated cost therefor as established by this contract, the REQUESTING PARTY may be advised and billed for the additional amount of its share.

C. General Conditions:

1. The DEPARTMENT, in accordance with its procedures in existence and covering the time period involved, shall make payment for interest earned on the balance of working capital deposits for all projects on account with the DEPARTMENT. The REQUESTING PARTY in accordance with DEPARTMENT procedures in existence and covering the time period involved, shall make payment for interest owed on any deficit balance of working capital deposits for all projects on account with the DEPARTMENT. This payment or billing is processed on an annual basis corresponding to the State of Michigan fiscal year. Upon receipt of billing for interest incurred, the REQUESTING PARTY promises and shall promptly pay the DEPARTMENT said amount.
2. Pursuant to the authority granted by law, the REQUESTING PARTY hereby irrevocably pledges a sufficient amount of funds received by it from the Michigan Transportation Fund to meet its obligations as specified in PART I and PART II. If the REQUESTING PARTY shall fail to make any of its required payments when due, as specified herein, the DEPARTMENT shall immediately notify the REQUESTING PARTY and the State Treasurer of the State of Michigan or such other state officer or agency having charge and control over disbursement of the Michigan Transportation Fund, pursuant to law, of the fact of such default and the amount thereof, and, if such default is not cured by payment within ten (10) days, said State Treasurer or other state officer or agency is then authorized and directed to withhold from the first of such monies thereafter allocated by law to the REQUESTING PARTY from the Michigan Transportation Fund sufficient monies to remove the default, and to credit the REQUESTING PARTY with payment thereof, and to notify the REQUESTING PARTY in writing of such fact.
3. Upon completion of all work under this contract and final audit by the DEPARTMENT or the FHWA, the REQUESTING PARTY promises to promptly repay the DEPARTMENT for any disallowed items of costs previously disbursed by the DEPARTMENT. The REQUESTING PARTY pledges its future receipts from the Michigan Transportation Fund for repayment of all disallowed items and, upon failure to make repayment for any disallowed items within ninety (90) days of demand made by the DEPARTMENT, the DEPARTMENT is hereby authorized to withhold an equal amount from the REQUESTING PARTY'S share of any future distribution of Michigan Transportation Funds in settlement of said claim.

4. The DEPARTMENT shall maintain and keep accurate records and accounts relative to the cost of the PROJECT and upon completion of the PROJECT, payment of all items of PROJECT COST, receipt of all Federal Aid, if any, and completion of final audit by the DEPARTMENT and if applicable, by the FHWA, shall make final accounting to the REQUESTING PARTY. The final PROJECT accounting will not include interest earned or charged on working capital deposited for the PROJECT which will be accounted for separately at the close of the State of Michigan fiscal year and as set forth in Section C(1).
5. The costs of engineering and other services performed on those projects involving specific program funds and one hundred percent (100%) local funds will be apportioned to the respective portions of that project in the same ratio as the actual direct construction costs unless otherwise specified in PART I.

SECTION IV

MAINTENANCE AND OPERATION

A. Upon completion of construction of each part of the PROJECT, at no cost to the DEPARTMENT or the PROJECT, each of the parties hereto, within their respective jurisdictions, will make the following provisions for the maintenance and operation of the completed PROJECT:

1. All Projects:

Properly maintain and operate each part of the project, making ample provisions each year for the performance of such maintenance work as may be required, except as qualified in paragraph 2b of this section.

2. Projects Financed in Part with Federal Monies:

a. Sign and mark each part of the PROJECT, in accordance with the current Michigan Manual of Uniform Traffic control Devices, and will not install, or permit to be installed, any signs, signals or markings not in conformance with the standards approved by the FHWA, pursuant to 23 USC 109(d).

b. Remove, prior to completion of the PROJECT, all encroachments from the roadway right-of-way within the limits of each part of the PROJECT.

With respect to new or existing utility installations within the right-of-way of Federal Aid projects and pursuant to FAPG (23 CFR 645B): Occupancy of non-limited access right-of-way may be allowed based on consideration for traffic safety and necessary preservation of roadside space and aesthetic quality. Longitudinal occupancy of non-limited access right-of-way by private lines will require a finding of significant economic hardship, the unavailability of practicable alternatives or other extenuating circumstances.

c. Cause to be enacted, maintained and enforced, ordinances and regulations for proper traffic operations in accordance with the plans of the PROJECT.

d. Make no changes to ordinances or regulations enacted, or traffic controls installed in conjunction with the PROJECT work without prior review by the DEPARTMENT and approval of the FHWA, if required.

- B. On projects for the removal of roadside obstacles, the parties, upon completion of construction of each part of the PROJECT, at no cost to the PROJECT or the DEPARTMENT, will, within their respective jurisdictions, take such action as is necessary to assure that the roadway right-of-way, cleared as the PROJECT, will be maintained free of such obstacles.
- C. On projects for the construction of bikeways, the parties will enact no ordinances or regulations prohibiting the use of bicycles on the facility hereinbefore described as the PROJECT, and will amend any existing restrictive ordinances in this regard so as to allow use of this facility by bicycles. No motorized vehicles shall be permitted on such bikeways or walkways constructed as the PROJECT except those for maintenance purposes.
- D. Failure of the parties hereto to fulfill their respective responsibilities as outlined herein may disqualify that party from future Federal-aid participation in projects on roads or streets for which it has maintenance responsibility. Federal Aid may be withheld until such time as deficiencies in regulations have been corrected, and the improvements constructed as the PROJECT are brought to a satisfactory condition of maintenance.

SECTION V

SPECIAL PROGRAM AND PROJECT CONDITIONS

- A. Those projects for which the REQUESTING PARTY has been reimbursed with Federal monies for the acquisition of right-of-way must be under construction by the close of the twentieth (20th) fiscal year following the fiscal year in which the FHWA and the DEPARTMENT projects agreement covering that work is executed, or the REQUESTING PARTY may be required to repay to the DEPARTMENT, for forwarding to the FHWA, all monies distributed as the FHWA'S contribution to that right-of-way.
- B. Those projects for which the REQUESTING PARTY has been reimbursed with Federal monies for the performance of preliminary engineering must be under construction by the close of the tenth (10th) fiscal year following the fiscal year in which the FHWA and the DEPARTMENT projects agreement covering that work is executed, or the REQUESTING PARTY may be required to repay to the DEPARTMENT, for forwarding to the FHWA, all monies distributed as the FHWA'S contribution to that preliminary engineering.
- C. On those projects funded with Federal monies, the REQUESTING PARTY, at no cost to the PROJECT or the DEPARTMENT, will provide such accident information as is available and such other information as may be required under the program in order to make the proper assessment of the safety benefits derived from the work performed as the PROJECT. The REQUESTING PARTY will cooperate with the DEPARTMENT in the development of reports and such analysis as may be required and will, when requested by the DEPARTMENT, forward to the DEPARTMENT, in such form as is necessary, the required information.
- D. In connection with the performance of PROJECT work under this contract the parties hereto (hereinafter in Appendix "A" referred to as the "contractor") agree to comply with the State of Michigan provisions for "Prohibition of Discrimination in State Contracts", as set forth in Appendix A, attached hereto and made a part hereof. The parties further covenant that they will comply with the Civil Rights Acts of 1964, being P.L. 88-352, 78 Stat. 241, as amended, being Title 42 U.S.C. Sections 1971, 1975a-1975d, and 2000a-2000h-6 and the Regulations of the United States Department of Transportation (49 C.F.R. Part 21) issued pursuant to said Act, including Appendix "B", attached hereto and made a part hereof, and will require similar covenants on the part of any contractor or subcontractor employed in the performance of this contract.
- E. The parties will carry out the applicable requirements of the DEPARTMENT'S Disadvantaged Business Enterprise (DBE) program and 49 CFR, Part 26, including, but not limited to, those requirements set forth in Appendix C.

APPENDIX A
PROHIBITION OF DISCRIMINATION IN STATE CONTRACTS

In connection with the performance of work under this contract; the contractor agrees as follows:

1. In accordance with Public Act 453 of 1976 (Elliott-Larsen Civil Rights Act), the contractor shall not discriminate against an employee or applicant for employment with respect to hire, tenure, treatment, terms, conditions, or privileges of employment or a matter directly or indirectly related to employment because of race, color, religion, national origin, age, sex, height, weight, or marital status. A breach of this covenant will be regarded as a material breach of this contract. Further, in accordance with Public Act 220 of 1976 (Persons with Disabilities Civil Rights Act), as amended by Public Act 478 of 1980, the contractor shall not discriminate against any employee or applicant for employment with respect to hire, tenure, terms, conditions, or privileges of employment or a matter directly or indirectly related to employment because of a disability that is unrelated to the individual's ability to perform the duties of a particular job or position. A breach of the above covenants will be regarded as a material breach of this contract.
2. The contractor hereby agrees that any and all subcontracts to this contract, whereby a portion of the work set forth in this contract is to be performed, shall contain a covenant the same as hereinabove set forth in Section 1 of this Appendix.
3. The contractor will take affirmative action to ensure that applicants for employment and employees are treated without regard to their race, color, religion, national origin, age, sex, height, weight, marital status, or any disability that is unrelated to the individual's ability to perform the duties of a particular job or position. Such action shall include, but not be limited to, the following: employment; treatment; upgrading; demotion or transfer; recruitment; advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship.
4. The contractor shall, in all solicitations or advertisements for employees placed by or on behalf of the contractor, state that all qualified applicants will receive consideration for employment without regard to race, color, religion, national origin, age, sex, height, weight, marital status, or disability that is unrelated to the individual's ability to perform the duties of a particular job or position.
5. The contractor or its collective bargaining representative shall send to each labor union or representative of workers with which the contractor has a collective bargaining agreement or other contract or understanding a notice advising such labor union or workers' representative of the contractor's commitments under this Appendix.
6. The contractor shall comply with all relevant published rules, regulations, directives, and orders of the Michigan Civil Rights Commission that may be in effect prior to the taking of bids for any individual state project.

7. The contractor shall furnish and file compliance reports within such time and upon such forms as provided by the Michigan Civil Rights Commission; said forms may also elicit information as to the practices, policies, program, and employment statistics of each subcontractor, as well as the contractor itself, and said contractor shall permit access to the contractor's books, records, and accounts by the Michigan Civil Rights Commission and/or its agent for the purposes of investigation to ascertain compliance under this contract and relevant rules, regulations, and orders of the Michigan Civil Rights Commission.
8. In the event that the Michigan Civil Rights Commission finds, after a hearing held pursuant to its rules, that a contractor has not complied with the contractual obligations under this contract, the Michigan Civil Rights Commission may, as a part of its order based upon such findings, certify said findings to the State Administrative Board of the State of Michigan, which State Administrative Board may order the cancellation of the contract found to have been violated and/or declare the contractor ineligible for future contracts with the state and its political and civil subdivisions, departments, and officers, including the governing boards of institutions of higher education, until the contractor complies with said order of the Michigan Civil Rights Commission. Notice of said declaration of future ineligibility may be given to any or all of the persons with whom the contractor is declared ineligible to contract as a contracting party in future contracts. In any case before the Michigan Civil Rights Commission in which cancellation of an existing contract is a possibility, the contracting agency shall be notified of such possible remedy and shall be given the option by the Michigan Civil Rights Commission to participate in such proceedings.
9. The contractor shall include or incorporate by reference, the provisions of the foregoing paragraphs (1) through (8) in every subcontract or purchase order unless exempted by rules, regulations, or orders of the Michigan Civil Rights Commission; all subcontracts and purchase orders will also state that said provisions will be binding upon each subcontractor or supplier.

Revised June 2011

APPENDIX B
TITLE VI ASSURANCE

During the performance of this contract, the contractor, for itself, its assignees, and its successors in interest (hereinafter referred to as the "contractor"), agrees as follows:

1. **Compliance with Regulations:** For all federally assisted programs, the contractor shall comply with the nondiscrimination regulations set forth in 49 CFR Part 21, as may be amended from time to time (hereinafter referred to as the Regulations). Such Regulations are incorporated herein by reference and made a part of this contract.
2. **Nondiscrimination:** The contractor, with regard to the work performed under the contract, shall not discriminate on the grounds of race, color, sex, or national origin in the selection, retention, and treatment of subcontractors, including procurements of materials and leases of equipment. The contractor shall not participate either directly or indirectly in the discrimination prohibited by Section 21.5 of the Regulations, including employment practices, when the contractor covers a program set forth in Appendix B of the Regulations.
3. **Solicitation for Subcontracts, Including Procurements of Materials and Equipment:** All solicitations made by the contractor, either by competitive bidding or by negotiation for subcontract work, including procurement of materials or leases of equipment, must include a notification to each potential subcontractor or supplier of the contractor's obligations under the contract and the Regulations relative to nondiscrimination on the grounds of race, color, or national origin.
4. **Information and Reports:** The contractor shall provide all information and reports required by the Regulations or directives issued pursuant thereto and shall permit access to its books, records, accounts, other sources of information, and facilities as may be determined to be pertinent by the Department or the United States Department of Transportation (USDOT) in order to ascertain compliance with such Regulations or directives. If required information concerning the contractor is in the exclusive possession of another who fails or refuses to furnish the required information, the contractor shall certify to the Department or the USDOT, as appropriate, and shall set forth the efforts that it made to obtain the information.
5. **Sanctions for Noncompliance:** In the event of the contractor's noncompliance with the nondiscrimination provisions of this contract, the Department shall impose such contract sanctions as it or the USDOT may determine to be appropriate, including, but not limited to, the following:
 - a. Withholding payments to the contractor until the contractor complies; and/or
 - b. Canceling, terminating, or suspending the contract, in whole or in part.

6. **Incorporation of Provisions:** The contractor shall include the provisions of Sections (1) through (6) in every subcontract, including procurement of material and leases of equipment, unless exempt by the Regulations or directives issued pursuant thereto. The contractor shall take such action with respect to any subcontract or procurement as the Department or the USDOT may direct as a means of enforcing such provisions, including sanctions for non-compliance, provided, however, that in the event a contractor becomes involved in or is threatened with litigation from a subcontractor or supplier as a result of such direction, the contractor may request the Department to enter into such litigation to protect the interests of the state. In addition, the contractor may request the United States to enter into such litigation to protect the interests of the United States.

Revised June 2011

APPENDIX C

TO BE INCLUDED IN ALL FINANCIAL ASSISTANCE AGREEMENTS WITH LOCAL AGENCIES

Assurance that Recipients and Contractors Must Make (Excerpts from US DOT Regulation 49 CFR 26.13)

- A. Each financial assistance agreement signed with a DOT operating administration (or a primary recipient) must include the following assurance:**

The recipient shall not discriminate on the basis of race, color, national origin, or sex in the award and performance of any US DOT-assisted contract or in the administration of its DBE program or the requirements of 49 CFR Part 26. The recipient shall take all necessary and reasonable steps under 49 CFR Part 26 to ensure nondiscrimination in the award and administration of US DOT-assisted contracts. The recipient's DBE program, as required by 49 CFR Part 26 and as approved by US DOT, is incorporated by reference in this agreement. Implementation of this program is a legal obligation and failure to carry out its terms shall be treated as a violation of this agreement. Upon notification to the recipient of its failure to carry out its approved program, the department may impose sanctions as provided for under Part 26 and may, in appropriate cases, refer the matter for enforcement under 18 U.S.C. 1001 and/or the Program Fraud Civil Remedies Act of 1986 (31 U.S.C. 3801 et seq.).

- B. Each contract MDOT signs with a contractor (and each subcontract the prime contractor signs with a subcontractor) must include the following assurance:**

The contractor, sub recipient or subcontractor shall not discriminate on the basis of race, color, national origin, or sex in the performance of this contract. The contractor shall carry out applicable requirements of 49 CFR Part 26 in the award and administration of US DOT-assisted contracts. Failure by the contractor to carry out these requirements is a material breach of this contract, which may result in the termination of this contract or such other remedy as the recipient deems appropriate.

**IONIA COUNTY BOARD OF COMMISSIONERS
REQUEST FOR DISCUSSION/ACTION**

Title: Certifying a Portion of Pline Road for Act 51 County Road System Mileage
Date: December 23, 2025

CONTACT: Linda Pigue, Managing Director

DESCRIPTION: A portion of Pline Road in Lyons Township was decertified in 1970. The Road Commission/Department still owns the right-of-way but no longer maintains the road or claims reimbursement from the State under Act 51. Prior to March 31, 2026, Act 51 requires an annual certification of mileage in the County Road System based on roads the Board of Commissioners adopts by December 31, 2025. The Road Department wishes to restore and begin maintaining a portion of Pline Road south of Dexter Trail to approximately 100 feet north of the bridge over Goose Creek.

OTHER DEPARTMENTS/AGENCIES AFFECTED: None

FINANCIAL ANALYSIS: Adoption of the Resolution will allow the Road Department to include the portion of Pline Road in the March 2026 annual Act 51 certification of mileage and request reimbursement for maintaining the portion of Pline Road.

LEGAL REVIEW: Not applicable.

DEADLINE: December 23, 2025.

SPECIFIC ACTION REQUESTED (PROPOSED BOARD MOTION): Request the Board adopt the attached Resolution certifying the portion of Pline Road.

ADMINISTRATOR'S RECOMMENDATION: The Administrator recommends adoption of the Resolution.

RESOLUTION

Act 51 Pline Road Certification

Certify a Portion of Pline Road for Act 51 Mileage

WHEREAS, It has been determined that certifying a portion of Pline Road would be of benefit to the County.

WHEREAS, it is necessary that the Board of Commissioners adopt a resolution certifying the portion of Pline Road by December 31, 2025.

NOW, THEREFORE, BE IT RESOLVED that the Ionia County Board of Commissioners wishes to certify a portion of Pline Road south from Dexter Trail to approximately 100 feet north of the Pline Road Bridge Over Goose Creek.

Signature: _____

Title: _____

Date: _____ +

**IONIA COUNTY BOARD OF COMMISSIONERS
REQUEST FOR DISCUSSION/ACTION**

Title: Change O'Brien Road North of Borden Road from a Local Road to a Primary
Road for Act 51 County Road System Mileage
Date: December 23, 2025

CONTACT: Linda Pigue, Managing Director

DESCRIPTION: O'Brien Road, located in North Plains Township, is currently designated as a Local Road. The Road Department wishes to change O'Brien Road North of Borden Road to a Primary Road for Act 51 purposes. We believe the traffic volume will justify the change in classification. The Carson City Correctional Facility is accessed from the south via O'Brien Road to Blackmer Road.

OTHER DEPARTMENTS/AGENCIES AFFECTED: None

FINANCIAL ANALYSIS: Adoption of the Resolution will allow the Road Department to include O'Brien Road north of Borden Road as a primary road in the March 2026 Annual Act 51 certification of mileage and request reimbursement for maintaining it as a primary road.

LEGAL REVIEW: Not applicable.

DEADLINE: December 23, 2025.

SPECIFIC ACTION REQUESTED (PROPOSED BOARD MOTION): Request the Board adopt the attached Resolution certifying O'Brien Road north of Borden Road as a primary road.

ADMINISTRATOR'S RECOMMENDATION: The Administrator recommends adoption of the Resolution.

RESOLUTION

Act 51 O'Brien Road Certification

Certify O'Brien Road North of Borden Road as a Primary Road for Act 51 Mileage

WHEREAS, It has been determined that certifying O'Brien Road north of Borden Road as a primary road would be of benefit to the County.

WHEREAS, it is necessary that the Board of Commissioners adopt a resolution certifying O'Brien Road north of Borden Road as a primary road by December 31, 2025.

NOW, THEREFORE, BE IT RESOLVED that the Ionia County Board of Commissioners wishes to certify O'Brien Road north of Borden Road as a primary road.

Signature: _____

Title: _____

Date: _____ +

**IONIA COUNTY BOARD OF COMMISSIONERS
REQUEST FOR DISCUSSION/ACTION**

Title: 2025 Budget Adjustments

Date: December 23, 2025

CONTACT: Linda Pigue, Road Dept. Managing Director

DESCRIPTION: The Road Department is requesting approval of the attached 2025 Budget Adjustments.

OTHER DEPARTMENTS/AGENCIES AFFECTED:

None

FINANCIAL ANALYSIS:

The Department wishes to recognize changes from the original 2025 budget to reflect changes in federal and state revenues and expenses; eliminate the extraneous effect of software generated entries to facilitate billing the state and reflecting project cost accounting; and impacts from the 2025-2026 State budget.

LEGAL REVIEW:

N/A

DEADLINE:

December 23, 2025

SPECIFIC ACTION REQUESTED (PROPOSED BOARD MOTION):

Request the Board approve the requested 2025 budget adjustments.

ADMINISTRATOR'S RECOMMENDATION:

Administrator recommends approval.

Road Department Operations		2025 Budget	
Actual As of November 2025			
Revenue	2025 Projected	Budget	Adjustment
Millage	\$ 1,775,153.55	\$ 1,686,160.00	\$ 88,993.55
Permits	\$ 109,790.44	\$ 92,000.00	\$ 17,790.44
Federal Soures (Charlotte, Zahm, & Morrison)	\$ 1,327,011.58	\$ -	\$ 1,327,011.58
ARPA	\$ -	\$ -	\$ -
Mich. Transportation Fund (MTF)	\$ 9,430,095.00	\$ 10,400,195.00	\$ (970,100.00)
STL Maintenance.Non-Maintenance	\$ 3,648,185.00	\$ 2,600,000.00	\$ 1,048,185.00
Other State Sources (TWA)		\$ -	\$ -
Contributions Townships, Cities, Villages	\$ 1,888,286.00	\$ 1,525,000.00	\$ 363,286.00
Sundry Accounts Receivable	\$ 200,000.00	\$ -	\$ 200,000.00
Other Local Sources		\$ -	\$ -
Interest Earned	\$ 360,000.00	\$ -	\$ 360,000.00
Rentals Property	\$ 12,157.70	\$ -	\$ 12,157.70
Contributions/Donations Private		\$ -	\$ -
Rentals Equipment credits	\$ -	\$ 2,601,000.00	\$ (2,601,000.00)
Salvage Sales & Purchase Discounts	\$ 48,252.12		\$ 48,252.12
Other Revenue	\$ 820.78	\$ 171,049.00	\$ (170,228.22)
Depreciation & Delegation			\$ -
Total Revenue	\$ 18,799,752.17	\$ 19,075,404.00	\$ (275,651.83)
Expenses			Adjustment
Wages	\$ 3,100,000.00	\$ 3,000,000.00	\$ 100,000.00
Fringes (FICA)	\$ 238,200.00	\$ 189,400.00	\$ 48,800.00
Medical, Dental, Vision, Disability, Work Comp, 401 & MERS HAS	\$ 3,546,000.00	\$ 3,520,000.00	\$ 26,000.00
DOT Testing Tool Allowance	\$ 7,000.00	\$ 14,000.00	\$ (7,000.00)
Worker's Comp Ins	\$ 140,000.00	\$ 260,000.00	\$ (120,000.00)
Repairs Vehicles	\$ 400,000.00	\$ 450,000.00	\$ (50,000.00)
Repairs Buildings (ARPA)	\$ -	\$ -	\$ -
Repairs Buildings	\$ 105,000.00	\$ 136,800.00	\$ (31,800.00)
Fuel & Lubricants	\$ 400,000.00	\$ 400,000.00	\$ -
Utilities	\$ 78,000.00	\$ 78,000.00	\$ -
IT	\$ 4,000.00	\$ 25,000.00	\$ (21,000.00)
Equipment Purchases	\$ 1,639,200.00	\$ 2,040,000.00	\$ (400,800.00)
Equipment Rental	\$ 150,000.00	\$ -	\$ 150,000.00
Bridge Inspections	\$ 15,000.00	\$ -	\$ 15,000.00
Shop & Garage Supplies	\$ 89,790.54	\$ 200,000.00	\$ (110,209.46)
Office, Travel Miscellaneous	\$ 78,000.00	\$ -	\$ 78,000.00
Training	\$ 10,000.00	\$ 20,000.00	\$ (10,000.00)
Road Materials (Salt \$200,000 County)	\$ 121,980.07		\$ 121,980.07
Indirect Cost Allocation	\$ 324,000.00	\$ 323,934.00	\$ 66.00
Credit for Amount Charged to STL		\$ 2,000,000.00	\$ (2,000,000.00)
Insurance	\$ 80,000.00	\$ 80,000.00	\$ -
Contractual Services	\$ 7,800,000.00	\$ 6,610,400.00	\$ 1,189,600.00
Depreciation		\$ 600,000.00	
Total Expenses	\$ 18,326,170.61	\$ 19,947,534.00	\$ (1,021,363.39)
Revenue Less Expense	\$ 473,581.56	\$ (872,130.00)	\$ 745,711.56

**IONIA COUNTY BOARD OF COMMISSIONERS
REQUEST FOR DISCUSSION/ACTION**

**Recommendation to move Municipal Employees Retirement System (MERS) surplus funds
to appropriate employee divisions
December 23, 2025**

CONTACT: Chad Shaw

DESCRIPTION: Proposal would move surplus funds to their employee divisions. We received the MI Local Retirement Grant in 2024, those funds were placed in surplus for the overall MERS plan. The Road Department also has a large allotment in their surplus that would be moved to their division as well. The effect of this would reduce future contribution by increasing the funded levels of the divisions and reducing the future actuarial determined contributions. As of now the divisions have predetermined contribution rates that are contractually set and the plan is not to change those so we can reach fully funded status at an earlier date than the plan has set. The Road Department will also still contribute their annual \$1,000,000 to ensure we keep up with the pace we have set to meet fully funded status.

The amounts transferred will be:

- General Road Department- Grant amount \$986,003.27 Other Surplus \$3,889,764
- Corrections- Grant amount \$137,307.94
- Sheriff Department- Grant amount \$62,237.31
- Administration- Grant amount \$121,687.87
- Deputy Command Officer- Grant amount \$159,723.47
- Central Dispatch- Grant amount \$94,908.14

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OTHER DEPARTMENTS/AGENCIES AFFECTED: All MERS units.

FINANCIAL ANALYSIS: The effect of this would reduce future contribution by increasing the funded levels of the divisions and reduce the future actuarial determined contributions.

LEGAL REVIEW: Not applicable.

DEADLINE: December 31, 2025

SPECIFIC ACTION REQUESTED: Approval of funds transfer from surplus funds to employee divisions

ADMINISTRATOR'S RECOMMENDATION: The County Administrator and the Finance Committee recommend approval of the transfer .