



September 17, 2024

Houghton County
Houghton, Michigan

We are pleased to confirm our understanding of the services we are to provide for Houghton County.

It is our understanding that Lauterbach & Amen, LLP will provide audit preparation, accounting assistance, and advisory services to Houghton County. Such assistance will be arranged between the County and Lauterbach & Amen, LLP and will be billed \$10,000 per month from October 2024 to December 2024 and \$5,000 in January 2025. If the work exceeds 200 hours, the additional time will be billed at a blended rate of \$185 per hour. If for any reason this arrangement becomes unacceptable, it can be terminated by either party with 30 days written notice.

These services cannot be relied upon to detect errors, irregularities, or illegal acts that may exist. However, we will inform you of any such matters that may come to our attention.

In accordance with our firm policies, work may be suspended if your account becomes 90 days or more overdue and may not be resumed until your account is paid in full. Please be advised that we will charge interest on late invoices over sixty days.

The County agrees that during the term of this agreement and for a period of twelve months thereafter, the County shall not solicit, or arrange an employment contract with personnel of Lauterbach & Amen, LLP. Violation of this provision shall, in addition to other relief, require the County to compensate Lauterbach & Amen, LLP with one hundred percent of the solicited person's annual compensation.

Please indicate your acceptance of the above understanding by signing below. If your needs change, the nature of our services can be adjusted accordingly.

Cordially,

Lauterbach & Amen, LLP

LAUTERBACH & AMEN, LLP

RESPONSE:

This letter correctly sets forth the understanding of Houghton County, Michigan.

By: _____

Title: _____



Ben Larson <administrator@houghtoncounty.net>

Fwd: Pewabic Street Right-of-way Reacquisition by City

1 message

Jennifer Kelly <countyclerk@houghtoncounty.net>

Tue, Oct 1, 2024 at 2:15 PM

To: Ben Larson <ben@houghtoncounty.net>

Just received this from Eric. Not sure if it's the same thing or something different. I'll look later. Thank you.

Jennifer Kelly
Houghton County Clerk/Register of Deeds
[401 E. Houghton Avenue](#)
Houghton, MI 49931
(906)482-1150
fax: (906)483-0364

----- Forwarded message -----

From: **Eric Waara** <eric.waara@cityofhoughton.com>

Date: Tue, Oct 1, 2024 at 1:56 PM

Subject: Pewabic Street Right-of-way Reacquisition by City

To: countyclerk@houghtoncounty.net <countyclerk@houghtoncounty.net>

Cc: Glenn Anderson <glenn.anderson@houghtoncounty.net>, Gretchen Janssen <gretchen.janssen@houghtoncounty.net>, Ann Vollrath <ann.vollrath@cityofhoughton.com>

Jennifer,

I request that the attached be placed on the Board's agenda for 15 October.

I will be at the meeting to make the request.



Eric T. Waara, P.E.

Houghton City Manager

Phone 906-482-1700

Web www.cityofhoughton.com

Email eric.waara@cityofhoughton.com

616 Shelden Avenue, Houghton, MI 49931

6 attachments

RESOLUTION 24-

TRANSFER OF PEWABIC STREET RIGHT-OF-WAY

WHEREAS, the City of Houghton abandoned that portion of the Pewabic Street right-of-way between Houghton Avenue and South Avenue, located between Block 26 and Block 27 of the original plat of the Village (now City) of Houghton and;

WHEREAS, afterward the abandoned right-of-way was owned by the County of Houghton with the intent that County facilities may be eventually constructed on Blocks 26 and 27 and that abandoned portion of the Pewabic Street right-of-way and;

WHEREAS, no County facilities were constructed on Blocks 26 and 27 or in the abandoned portion of the Pewabic Street right-of-way, Block 26 was sold to private parties, and the Pewabic Street Community Garden formed and occupies that abandoned portion of the Pewabic Street right-of-way and;

WHEREAS, the City of Houghton desires to regain ownership of that abandoned portion of the Pewabic Street right-of-way to secure its future as a public use benefitting the residents of the City and;

WHEREAS, the County has obtained other property with the intent of constructing County facilities, no longer has a use for that abandoned portion of the Pewabic Street right-of-way and is agreeable to transfer ownership to the City of Houghton for the public good;

THEREFORE BE RESOLVED THAT, The Board of Commissioners of Houghton County hereby resolves that returning the abandoned portion of the Pewabic Street right-of-way to the City of Houghton free of charge is in the public interest and to sign a quit claim deed transferring ownership of that abandoned portion of the Pewabic Street right-of-way to the City of Houghton.

Moved by Commissioner:

Supported by Commissioner:

Roll Call Vote:

Yes:

No:

Motion Carried.

RESOLUTION DECLARED ADOPTED.

Tom Tikkanen, Chairman
Houghton County Board of Commissioners

Date

STATE OF MICHIGAN)
COUNTY OF HOUGHTON)

I hereby certify that the foregoing is a true and complete copy of a Resolution adopted by the Board of Commissioners, for the County of Houghton, Michigan, at a regular meeting held on the 15th day of October, 2024, the original of which resolution is on file in my office. I further certify that the meeting was held, and the minutes therefore were filed in compliance with Act 267 of the Public Acts of 1976.

IN WITNESS WHEREOF, I have hereunto affixed my official signature this 15th day of October, 2024.

Jennifer Kelly, County Clerk
County of Houghton

EXHIBIT A

That portion of Pewabic Street between Houghton Avenue and South Avenue, located between Blocks 26 and 27, Original Plat of the Village (now City) of Houghton.

Property Transfer Affidavit

This form is issued under authority of P.A. 415 of 1994. Filing is mandatory.

This form must be filed whenever real estate or some types of personal property are transferred (even if you are not recording a deed). **The completed Affidavit must be filed by the new owner with the assessor for the city or township where the property is located within 45 days of the transfer.** The information on this form is NOT CONFIDENTIAL.

1. Street Address of Property		2. County Houghton	3. Date of Transfer (or land contract signed)
4. Location of Real Estate (Check appropriate field and enter name in the space below.) <input checked="" type="checkbox"/> City <input type="checkbox"/> Township <input type="checkbox"/> Village Houghton		5. Purchase Price of Real Estate \$ 0.00	
		6. Seller's (Transferor) Name County of Houghton	
7. Property Identification Number (PIN). If you don't have a PIN, attach legal description. PIN. This number ranges from 10 to 25 digits. It usually includes hyphens and sometimes includes letters. It is on the property tax bill and on the assessment notice. See Legal Description Attached as Exhibit A		8. Buyer's (Transferee) Name and Mailing Address City of Houghton 616 Shelden Avenue Houghton, MI 49931	
		9. Buyer's (Transferee) Telephone Number (906) 482-1700	

Items 10 - 15 are optional. However, by completing them you may avoid further correspondence.

10. Type of Transfer. <u>Transfers</u> include, but are not limited to, deeds, land contracts, transfers involving trusts or wills, certain long-term leases and business interest. See page 2 for list. <input type="checkbox"/> Land Contract <input type="checkbox"/> Lease <input checked="" type="checkbox"/> Deed <input type="checkbox"/> Other (specify) _____			
11. Was property purchased from a financial institution? <input type="checkbox"/> Yes <input type="checkbox"/> No		12. Is the transfer between related persons? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
13. Amount of Down Payment			
14. If you financed the purchase, did you pay market rate of interest? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		15. Amount Financed (Borrowed)	

EXEMPTIONS

Certain types of transfers are exempt from uncapping. If you believe this transfer is exempt, indicate below the type of exemption you are claiming. If you claim an exemption, your assessor may request more information to support your claim.

- Transfer from one spouse to the other spouse
- Change in ownership solely to exclude or include a spouse
- Transfer between certain family members *(see page 2)
- Transfer of that portion of a property subject to a life lease or life estate (until the life lease or life estate expires)
- Transfer between certain family members of that portion of a property after the expiration or termination of a life estate or life lease retained by transferor ** (see page 2)
- Transfer to effect the foreclosure or forfeiture of real property
- Transfer by redemption from a tax sale
- Transfer into a trust where the settlor or the settlor's spouse conveys property to the trust and is also the sole beneficiary of the trust
- Transfer resulting from a court order unless the order specifies a monetary payment
- Transfer creating or ending a joint tenancy if at least one person is an original owner of the property (or his/her spouse)
- Transfer to establish or release a security interest (collateral)
- Transfer of real estate through normal public trading of stock
- Transfer between entities under common control or among members of an affiliated group
- Transfer resulting from transactions that qualify as a tax-free reorganization under Section 368 of the Internal Revenue Code.
- Transfer of qualified agricultural property when the property remains qualified agricultural property and affidavit has been filed.
- Transfer of qualified forest property when the property remains qualified forest property and affidavit has been filed.
- Transfer of land with qualified conservation easement (land only - not improvements)
- Other, specify: _____

CERTIFICATION

I certify that the information above is true and complete to the best of my knowledge.

Printed Name
Jennifer Kelly, Clerk

Signature		Date
Name and title, if signer is other than the owner	Daytime Phone Number	E-mail Address

Instructions:

This form must be filed when there is a transfer of real property or one of the following types of personal property:

- Buildings on leased land.
- Leasehold improvements, as defined in MCL Section 211.8(h).
- Leasehold estates, as defined in MCL Section 211.8(i) and (j).

Transfer of ownership means the conveyance of title to or a present interest in property, including the beneficial use of the property. For complete descriptions of qualifying transfers, please refer to MCL Section 211.27a(6)(a-j).

Excerpts from Michigan Compiled Laws (MCL), Chapter 211

****Section 211.27a(7)(d):** Beginning December 31, 2014, a transfer of that portion of residential real property that had been subject to a life estate or life lease retained by the transferor resulting from expiration or termination of that life estate or life lease, if the transferee is the transferor's or transferor's spouse's mother, father, brother, sister, son, daughter, adopted son, adopted daughter, grandson, or granddaughter and the residential real property is not used for any commercial purpose following the transfer. Upon request by the department of treasury or the assessor, the transferee shall furnish proof within 30 days that the transferee meets the requirements of this subdivision. If a transferee fails to comply with a request by the department of treasury or assessor under this subdivision, that transferee is subject to a fine of \$200.00.

***Section 211.27a(7)(u):** Beginning December 31, 2014, a transfer of residential real property if the transferee is the transferor's or the transferor's spouse's mother, father, brother, sister, son, daughter, adopted son, adopted daughter, grandson, or granddaughter and the residential real property is not used for any commercial purpose following the conveyance. Upon request by the department of treasury or the assessor, the transferee shall furnish proof within 30 days that the transferee meets the requirements of this subparagraph. If a transferee fails to comply with a request by the department of treasury or assessor under this subparagraph, that transferee is subject to a fine of \$200.00.

Section 211.27a(10): "... the buyer, grantee, or other transferee of the property shall notify the appropriate assessing office in the local unit of government in which the property is located of the transfer of ownership of the property within 45 days of the transfer of ownership, on a form prescribed by the state tax commission that states the parties to the transfer, the date of the transfer, the actual consideration for the transfer, and the property's parcel identification number or legal description."

Section 211.27(5): "Except as otherwise provided in subsection (6), the purchase price paid in a transfer of property is not the presumptive true cash value of the property transferred. In determining the true cash value of transferred property, an assessing officer shall assess that property using the same valuation method used to value all other property of that same classification in the assessing jurisdiction."

Penalties:

Section 211.27b(1): "If the buyer, grantee, or other transferee in the immediately preceding transfer of ownership of property does not notify the appropriate assessing office as required by section 27a(10), the property's taxable value shall be adjusted under section 27a(3) and all of the following shall be levied:

(a) Any additional taxes that would have been levied if the transfer of ownership had been recorded as required under this act from the date of transfer.

(b) Interest and penalty from the date the tax would have been originally levied.

(c) For property classified under section 34c as either industrial real property or commercial real property, a penalty in the following amount:

(i) Except as otherwise provided in subparagraph (ii), if the sale price of the property transferred is \$100,000,000.00 or less, \$20.00 per day for each separate failure beginning after the 45 days have elapsed, up to a maximum of \$1,000.00.

(ii) If the sale price of the property transferred is more than \$100,000,000.00, \$20,000.00 after the 45 days have elapsed.

(d) For real property other than real property classified under section 34c as industrial real property or commercial real property, a penalty of \$5.00 per day for each separate failure beginning after the 45 days have elapsed, up to a maximum of \$200.00.

QUIT CLAIM DEED

The Grantor, **COUNTY OF HOUGHTON**, a Michigan municipal corporation, of 401 E. Houghton Avenue, Houghton, MI 49931, quit-claim to the Grantee, **CITY OF HOUGHTON**, a Michigan municipal corporation, of 616 Shelden Avenue, Houghton, MI 49931, all of their interest in the following parcel of land located in the City of Houghton, County of Houghton, and State of Michigan described as follows:

That portion of Pewabic Street between Houghton Avenue and South Avenue, located between Blocks 26 and 27, Original Plat of the Village (now City) of Houghton.

Subject, however, to any and all rights, reservations, restrictions, conditions, and easements appearing in the recorded chain of title.

for the sum of NO ACTUAL CONSIDERATION.

This deed is exempt from real estate transfer taxation under the provisions of MCL §§207.505(a) and (h) and 207.526(a) and (h)(i).

Neither the legal description nor a title search of the subject premises has been provided by the drafter. Further, the drafter does not warrant compliance under the Michigan Land Division Act.

Dated this ____ day of _____, 2024.

*****Space Intentionally Left Blank. Signature to Follow.*****

COUNTY OF HOUGHTON

By: Jennifer Kelly
Its: Clerk

STATE OF MICHIGAN }
 } SS.
COUNTY OF HOUGHTON }

The foregoing instrument was acknowledged before me this ____ day of _____, 2024, by County of Houghton by Jennifer Kelly its Clerk.

_____, Notary Public
Houghton County, State of Michigan
My commission expires: _____

*****Space Intentionally Left Blank. Additional Signature to Follow. *****

COUNTY OF HOUGHTON

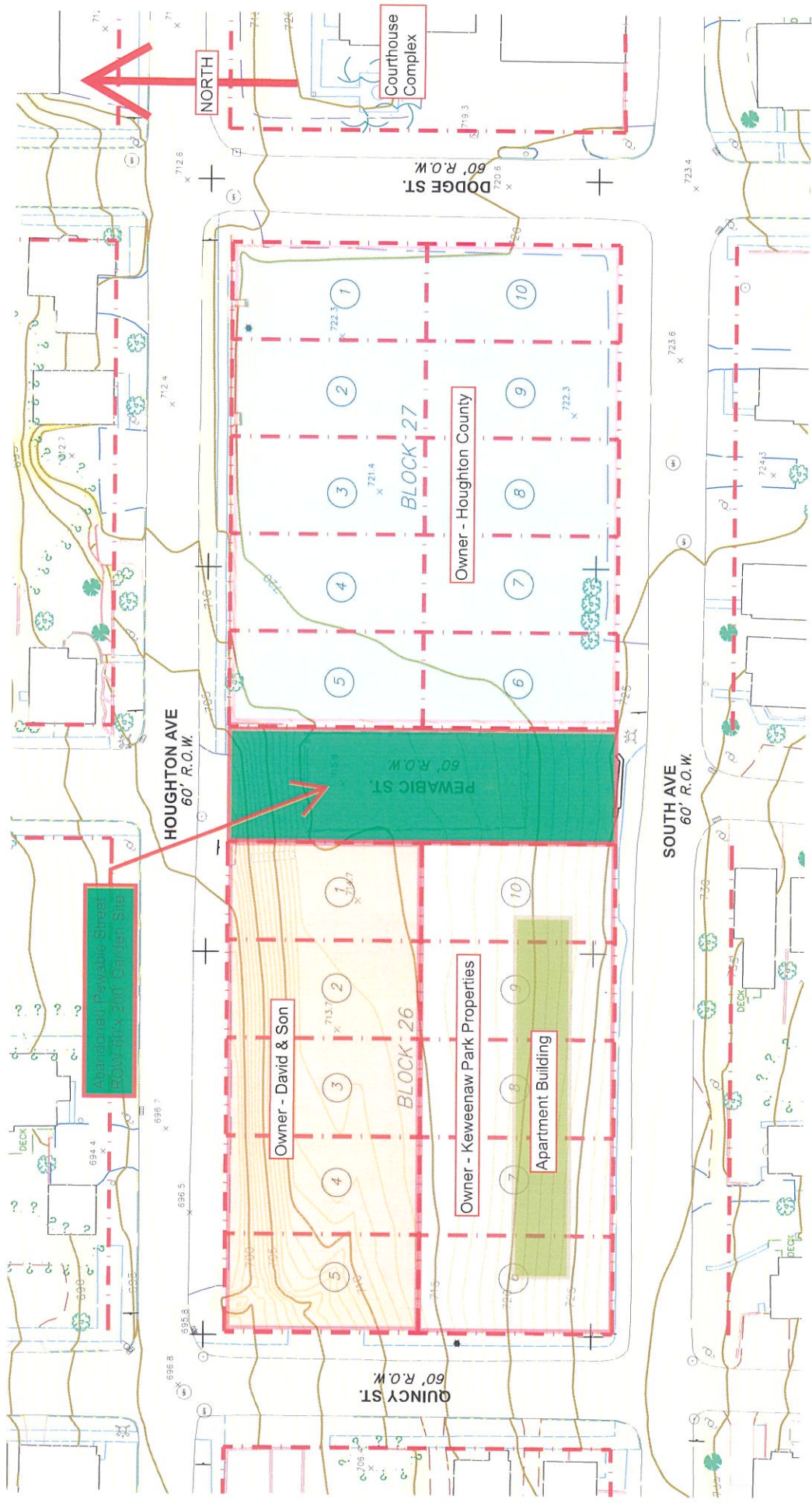
By: Thomas Tikkanen
Its: Chairman

STATE OF MICHIGAN }
 }
 } SS.
COUNTY OF HOUGHTON }

The foregoing instrument was acknowledged before me this ____ day of _____, 2024, by County of Houghton by Thomas Tikkanen its Chairman.

_____, Notary Public
Houghton County, State of Michigan
My commission expires: _____

Prepared by:
Patrick C. Greeley (P80895)
KENDRICKS BORDEAU, P.C.
128 West Spring Street
Marquette, MI 49855
(906) 226-2543



TO: Houghton County Board of Commissioners

FROM: Eric Waara, City of Houghton Manager

DATE: 15 October 2024

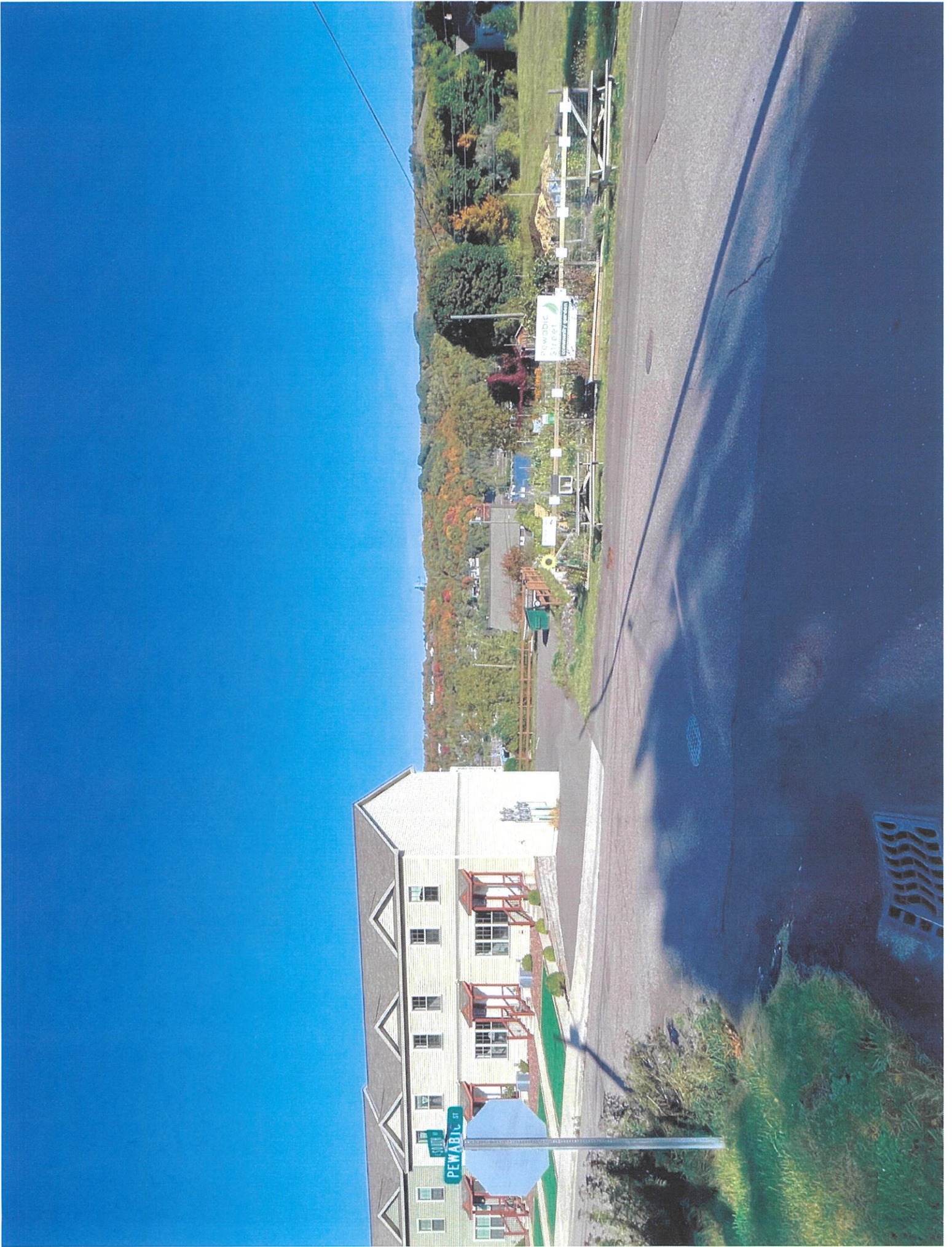
RE: PEWABIC STREET RIGHT-OF-WAY/COMMUNITY GARDEN PROPERTY

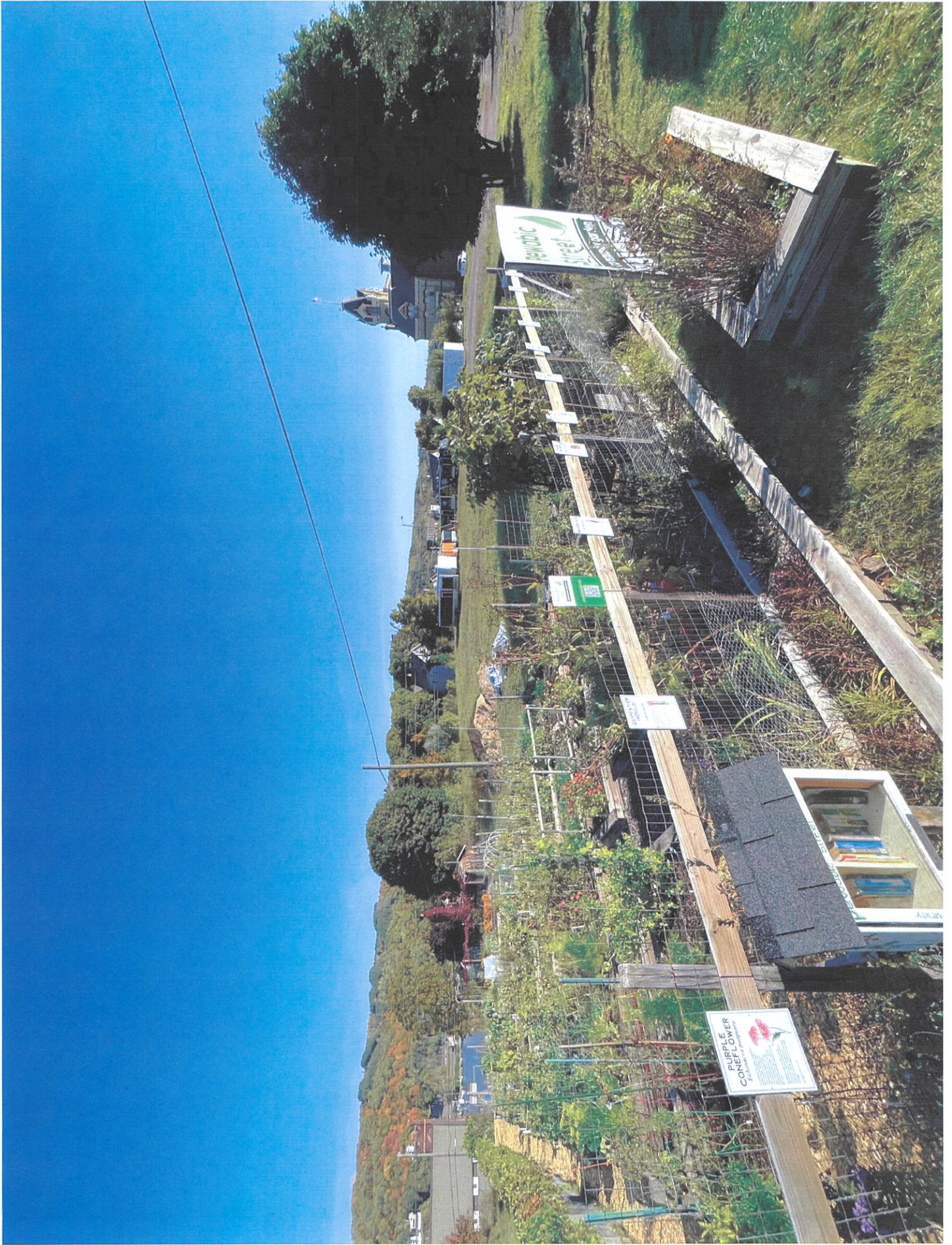
The City of Houghton respectfully requests the Houghton County Board of Commissioners consider the attached resolution, quit claim deed, and map regarding the return of the Pewabic Street right-of-way (ROW) to the City.

In 1998, the City of Houghton Council abandoned the section of City street which split the former Houghton High School site which sat on Blocks 26 and 27. This was done in order to make the two blocks a contiguous site for future development. This was done for no financial consideration. The County gained ownership of both blocks and the abandoned ROW in between. At one time the County intended to construct a new courthouse/jail/government complex on the site, but that planning has since moved on to a different site acquired for the project. Block 26 has since been sold to two private parties for redevelopment. Block 27 is owned by the County.

In 2007, the Pewabic Street Community Garden formed and was allowed to build their garden on the abandoned Pewabic Street ROW knowing that it could someday be “evicted” if the County built on the larger site. The garden has been very successful and is now an incredible asset to our community. The City has been only able to provide limited support to the garden as it does not own the property. Returning the property to City ownership is in the public interest and will allow us to help the garden further improve.

Requested is that Houghton County deed the abandoned ROW back to the City if Houghton.





AGREEMENT FOR EXTENSION SERVICES

This AGREEMENT FOR EXTENSION SERVICES ("Agreement") is entered into on _____ by and between Houghton County, Michigan ("County"), and the BOARD OF TRUSTEES OF MICHIGAN STATE UNIVERSITY ("MSU") on behalf of MICHIGAN STATE UNIVERSITY EXTENSION (MSUE").

The United States Congress passed the Smith-Lever Act in 1914 creating a National Cooperative Extension System and directed the nation's land grant universities to oversee its work; and,

MSUE helps people improve their lives by bringing the vast knowledge resources of MSU directly to individuals, communities and businesses; and,

For more than 100 years, MSUE has helped grow Michigan's economy by equipping Michigan residents with the information needed to do their jobs better, raise healthy and safe families, build their communities and empower our children to succeed; and,

It is the mission of MSUE to help people improve their lives through an educational process that applies knowledge to critical issues, needs and opportunities; and,

Further, as an organization committed to the principles of diversity, equity and inclusion, we will work collaboratively with our community partners to ensure participation from the broad human diversity of each community (including race, color, religion, national origin, age, sex, disability, height, weight, marital status, gender, gender identity (gender expression), political beliefs, sexual orientation, family status, veteran status or any other factor prohibited by applicable law) and work to make our programs accessible and inclusive of the multiple realities and forms of knowledge that will support equitable outcomes for all throughout Michigan's 83 counties;

MSUE meets this mission by providing Extension educational programs in the following subject matter areas:

- Agriculture & Agribusiness
- Children & Youth Development, including 4-H
- Health & Nutrition
- Community, Food & Environment

NOW THEREFORE in consideration of the mutual covenants herein contained, and other good and valuable consideration, the parties hereto mutually agree as follows:

A. MSUE will provide:

1. Access to programs in all four MSUE Institutes to residents in your County. This includes access to educators and program instructors appointed to the Institutes and MSU faculty affiliated with each Institute to deliver core programs.

2. Extension Educators and program staff as needed to implement programs within the County, housed at the county office.
3. A county 4-H program. .5 FTE 4-H Program Coordination.
4. Salary and benefits of MSUE Personnel and the cost of administrative oversight of Personnel.
5. Operating expenses, per MSU policy, for MSUE personnel ("Personnel").
6. Supervision of MSU-provided academic and paraprofessional staff. Supervision of county employed clerical staff and/or other county employed staff, upon request.
7. Administrative oversight of MSUE office operations.
8. An annual report of services provided to the residents of the County during the term of this Agreement, including information about audiences served, and impact of Extension programs in the County.

B. The County will provide:

1. An annual assessment that will be charged to the county and administered by MSUE. The assessment will help fund Extension services for the County, including operating expenses for certain Extension personnel and the operation of the County 4-H program.
2. Clerical support for staff for the MSUE office as agreed upon between the County and MSUE District Director that will perform clerical functions, including assisting County residents in accessing MSUE resources by office visit, telephone, email, internet and media. County will provide funding for an MSUE employed clerical staff.

0 FTE

Optional:

3. Funding for additional Extension educators at **0 FTE**
4. Funding for additional 4-H program capacity at **0 FTE**
5. Funding for additional paraprofessional(s) at **0 FTE**
6. Total Annual Assessment in the amount of **\$47,000**

Payments due and payable under the terms of this agreement shall be made on the first of the month, of the first month, in each quarter of the county fiscal year, unless otherwise requested and agreed as provided below.

Payment mailing address: MSU Extension Business Office, Justin S. Morrill Hall of Agriculture, 446 W. Circle Drive, Room 160, East Lansing, Michigan 48824

C. Staffing and Financial Summary:

A. Base Assessment (includes .5 FTE 4-H Program Coordination)	\$49,975
Base Assessment credit for FY 2024	(\$2,975)

ADDITIONAL PERSONNEL

B. 0 FTE Clerical Support Staff to be employed by MSU	\$0
C. 0 FTE Educator (Program Area:)	\$0
D. 0 FTE Additional 4-H Program Coordination	\$0
E. 0 FTE Additional paraprofessional staff	\$0

TOTAL COUNTY ASSESSMENT PAYABLE TO MSU FOR FY 2025: \$47,000

I. Term and Termination

The obligations of the parties under this Agreement will commence on October 1, 2024, the first day of the County budget year 2025 and shall terminate on the last day of such County budget year 2025. Either party to this Agreement may terminate the Agreement, with or without cause, with 120 days written notice delivered to Michigan State University Extension, Justin S. Morrill Hall of Agriculture, 446 W. Circle Drive, Room 160, East Lansing, MI 48824 if to MSUE and delivered to Houghton County, Ben Larson, Administrator, 401 East Houghton Avenue, Houghton, MI 49931, if to the County.

II. General Terms

- 1. Independent Contractor.** The University is an independent contractor providing services to the County. The County and MSU do not have the relationship of legal partners, joint venturers, principals or agents. Personnel have no right to any of County's employee benefits.
- 2. Force Majeure.** Each party will be excused from the obligations of this agreement to the extent that its performance is delayed or prevented by circumstances (except financial) reasonably beyond its control, including, but not limited to, acts of government, embargoes, fire, flood, explosions, acts of God, or a public enemy, strikes, labor disputes, vandalism, or civil riots.
- 3. Assignment.** This agreement is non-assignable and non-transferable.
- 4. Entire Agreement.** This Agreement is the entire agreement between MSU and the County. This Agreement supersedes all previous agreements, for the subject matter of this Agreement. The Agreement can only be modified in writing, signed by both MSU and the County.
- 5. No Third Party Beneficiaries.** This Agreement is solely for the benefit of MSU and the County and does not create any benefit or right for any other person, including residents of the County.
- 6. Nondiscrimination:** The parties will adhere to all applicable federal, state and local laws, ordinances, rules and regulations prohibiting discrimination. Neither party will discriminate against a person to be served

or any employee or applicant for employment because of race, color, religion, national origin, age, sex, disability, height, weight, marital status, or any other factor prohibited by applicable law.

The individuals signing below each have authority to bind MSU and the County, respectively.

**BOARD OF TRUSTEES OF
MICHIGAN STATE UNIVERSITY**

By: _____

Evonne Pedawi
Contract & Grant Administration
Its: Executive Director

Date: _____

HOUGHTON COUNTY

By: _____

Print name: _____

Its: _____

(title)

Date: _____

Appendix A
Technical Standards for County Internet Connections

Michigan State University Extension (MSUE) employs the use of technology to meet the ever-changing needs of our constituents. We strive to utilize standard, enterprise tools when appropriate, but also recognize the need to evolve with the times and utilize innovative tools to reach a broad array of people.

MSUE does support and encourage the use of technologies that others may not, including social media platforms. We view communication with our constituents through Facebook, Twitter, Instagram, YouTube, and other emerging social media to be critical to our work. MSUE staff are required to follow the MSU Acceptable Use Policy (AUP) <https://tech.msu.edu/about-guidelines-policies-aup>.

We ask that our county partners provide Extension personnel access to a high-speed Internet connection. From that access, the easiest way to create a secure path to necessary applications is to open the full MSU Internet Protocol Range to and from your network, as well as opening social media sites to the addresses used by MSUE staff at your location. MSUE is prepared to support end user needs if there is high-speed internet, networking to clients, and phone system support. MSU will provide firewall functionality and client support. To discuss this possibility please contact your MSUE District Director. To provide the needed services on county equipment review the following MSU-owned ranges:

The MSU-owned ranges are:
NetRange 35.8.0.0 - 35.9.255.255 CIDR 35.8.0/15

If you would like to narrow the scope further for additional protection, some of the addresses that will need to be allowable include:

Office 365 – Details on what to open are at <https://docs.microsoft.com/en-us/microsoft-365-enterprise-tools-and-ip-address-ranges?view=o365-worldwide>
search.msu.edu
35.9.160.36 (1935.443) authentication)
45.60.149.216
35.9.247.31 (zoom.msu.edu)
d2l.msu.edu (80 and 443) (D2L – Desire to Learn @ Brightspace.com)
108.161.147.0/24, 199.231.78.0/24, 64.62.142.12/32, 209.206.48.0/20 (external) Meraki Cloud communication
199.231.78.148/32, 64.156.192.245/32 (external) Meraki VPN registry

The following applications are necessary on all computers – MS Office (preferably O365, MSUE provides MS licensing), Adobe Acrobat, Zoom, SAP client, VPN client, Antivirus. (Most recent version of Chrome, Firefox, or Edge)

Other notable web server/sites IP addresses:

canr.msu.edu – 52.5.24.1
msue.anr.msu.edu – 52.5.24.1
events.anr.msu.edu/web3.anr.msu.edu – 45.60.11.113
web2.canr.msu.edu | web2.msue.msu.edu - 35.8.200.220
master Gardener (External) – 128.120.155.54
extension.org (External) – 54.69.217.186 msu.zoom.us (External)

Questions may be directed to anr_support@msu.edu where they will be routed to the best person to assist you.

**MERS Uniform 457 Supplemental Retirement
Program Resolution**



1134 Municipal Way Lansing, MI 48917 | 800.767.2308 | Fax 517.703.9711

This Resolution, together with the MERS 457(b) Supplemental Retirement Program Plan Document and the MERS 457 Supplemental Retirement Program Participation Agreement and any Addendum thereto, constitute the entire MERS 457 Deferred Compensation Plan Document.

WHEREAS, the Municipal Employees Retirement Act of 1984 (the "Act"), MCL 38.1536(2)(a) (MERS Plan Document (Section 71) authorizes the Municipal Employees' Retirement Board (the "Board") to "establish additional programs including but not limited to defined benefit, defined contribution, ancillary benefits, health and welfare benefits, and other postemployment benefit programs," and on November 8, 2011, the Board adopted the MERS 457 Deferred Compensation Plan.

WHEREAS, this Uniform Resolution has been approved by the Board under the authority of Section 71, and the Board has authorized the MERS 457 Deferred Compensation Plan, which shall not be implemented unless in strict compliance with the terms and conditions of this Resolution.

WHEREAS, the Participating Employer, a participating "municipality" (as defined in the Act; MCL 38.1502b(2); Plan Document Section 2) or participating "court" (circuit, district or probate court as defined in the Act, MCL 38.1502a(4) – (6); Plan Document Section 2) within the State of Michigan has determined that in the interest of attracting and retaining qualified employees, it wishes to offer a deferred compensation plan;

WHEREAS, the Participating Employer has also determined that it wishes to encourage employees' saving for retirement by offering salary reduction contributions;

WHEREAS, the Participating Employer has reviewed the MERS 457 Supplemental Retirement Program ("Plan");

WHEREAS, the Participating Employer wishes to participate in the Plan to provide certain benefits to its employees, reduce overall administrative costs, and afford attractive investment opportunities;

WHEREAS, the Participating Employer is an Employer as defined in the Plan;

WHEREAS, concurrent with this Resolution, and as a continuing obligation, this Governing Body has completed and approved, and submitted to MERS and the Board documents necessary for adoption and implementation of the Plan; and

WHEREAS, the Governing Body for and on behalf of the Participating Employer is authorized by law to adopt this Resolution approving the Participation Agreement on behalf of the Participating Employer. In the event any alteration of the terms or conditions stated in this Resolution is made or occurs, it is expressly recognized that MERS and the Retirement Board, as sole trustee and fiduciary of the Plan and its trust reserves, and whose authority is nondelegable, shall have no obligation or duty to continue to administer (or to have administered) the MERS 457 Supplemental Retirement Program for the Participating Employer.

MERS Uniform 457 Supplemental Retirement Program Resolution

NOW, THEREFORE, BE IT RESOLVED that the Governing Body adopts the MERS 457 Supplemental Retirement Program as provided below.

- I. The Participating Employer adopts the Plan for its Employees.
- II. The Participating Employer hereby adopts the terms of the Participation Agreement, which is attached hereto and made a part of this Resolution. The Participation Agreement sets forth the Employees to be covered by the Plan, the benefits to be provided by the Participating Employer under the Plan, and any conditions imposed by the Participating Employer with respect to, but not inconsistent with, the Plan. The Participating Employer reserves the right to amend its elections under the Participation Agreement, so long as the amendment is not inconsistent with the Plan or the Internal Revenue Code or other applicable law and is approved by the Board.
- III. The Participating Employer shall abide by the terms of the Plan, including amendments to the Plan made by the Board, all investment, administrative, and other service agreements of the Plan and the Trust, and all applicable provisions of the Internal Revenue Code and other applicable law.
- IV. The Participating Employer acknowledges that the Board is only responsible for the Plan and any other plans of the Employer administered by MERS and that the Board has no responsibility for other employee benefit plans maintained by the Employer that are not part of MERS.
- V. The Participating Employer accepts the administrative services to be provided by MERS and any services provided by a Service Manager as delegated by the Board. The Participating Employer acknowledges that fees will be imposed with respect to the services provided and that such fees may be deducted from the Participants' accounts.
- VI. The Participating Employer acknowledges that the Plan contains provisions for involuntary Plan termination.
- VII. The Participating Employer acknowledges that all assets held in connection with the Plan, including all contributions to the Plan, all property and rights acquired or purchased with such amounts and all income attributable to such amounts, property or rights shall be held in trust for the exclusive benefit of Participants and their Beneficiaries under the Plan. No part of the assets and income of the Plan shall be used for, or diverted to, purposes other than for the exclusive benefit of Participants and their Beneficiaries and for defraying reasonable expenses of the Plan. All amounts of compensation deferred pursuant to the Plan, all property and rights acquired or purchased with such amounts and all income attributable to such amounts, property or rights held as part of the Plan, shall be transferred to the Board to be held, managed, invested and distributed as part of the Trust Fund in accordance with the provisions of the Plan. All contributions to the Plan must be transferred by the Participating Employer to the Trust Fund. All benefits under the Plan shall be distributed solely from the Trust Fund pursuant to the Plan.

MERS Uniform 457 Supplemental Retirement Program Resolution

VIII. This Resolution and the Participation Agreement shall be submitted to the Board for its approval. The Board shall determine whether the Resolution complies with the Plan, and, if it does, shall provide appropriate forms to the Participating Employer to implement participation in the Plan. The Board may refuse to approve a Participation Agreement by an Employer that does not possess State statutory authority to participate in the Plan. The Governing Body hereby acknowledges that it is responsible to assure that this Resolution and the Participation Agreement are adopted and executed in accordance with the requirements of applicable law.

BE IT FINALLY RESOLVED: This Resolution shall have no legal effect under the Plan until a certified copy of this adopting Resolution is filed with MERS, and MERS determines that all necessary requirements under the 457 Supplemental Retirement Program Plan and Trust, the Participation Agreement, and this Resolution have been met. All dates for implementation of the Plan shall be determined by MERS from the date of filing with MERS of this Resolution in proper form and content. Upon MERS determination that all necessary documents have been submitted to MERS, MERS shall record its formal approval upon this Resolution, and return a copy to the Employer.

In the event an amendatory Resolution or other action by the municipality is required, such Resolution or action shall be deemed effective as of the date of the initial Resolution or action where concurred by this Governing Body and MERS (and a third-party administrator, if applicable and necessary). The terms and conditions of this Resolution supersede and stand in place of any prior resolution, and its terms are controlling.

I hereby certify that the above is a true copy of a Resolution adopted at the official meeting held on

_____, 20____. _____
(Signature of authorized official)

Printed name: _____ Position title: _____
(Authorized Official - printed) (Authorized Official - position)

Municipality name: Houghton County

Received and Approved by the Municipal Employees' Retirement System of Michigan

Dated: _____, 20____ _____
(Authorized MERS signatory)

MERS 457 Participation Agreement



1184 Municipal Way Lansing, MI 48917 | 800.767.2308 | Fax 517.703.9707

The Employer, a participating municipality or court within the state of Michigan, hereby agrees to adopt and administer the MERS 457 Program provided by the Municipal Employees' Retirement System of Michigan, in accordance with the MERS 457 Plan Document, subject to the terms and conditions herein.

I. **Employer Name:** Houghton County
(Name of municipality or court)

Municipality Number: 3102 **Division Number** (if amendment): _____

II. **EFFECTIVE DATE:** The MERS 457(b) Program will be effective as follows (choose one):

Original Adoption. The MERS 457(b) Program will be effective 1st day of September, 2024, with respect to contributions upon approval by MERS.
(Month) (Year)

To establish a new plan or replace current 457 carrier with the MERS 457 Program.

To add the MERS 457 Program in addition to: Nationwide, Orion/FTJ
(Other plan provider)

VERY IMPORTANT: All eligible programs of a Participating Employer are considered to be a single plan for purposes of compliance with Code Section 457(b). Thus, if a Participating Employer has more than one eligible 457 (or additional investment options under a 457(b) arrangement with more than one vendor), the Participating Employer is responsible for ensuring that all of its arrangements, treated as a single program, comply with the 457(b) requirements. In order to fulfill its responsibility for monitoring coordination of multiple programs, the Participating Employer must carefully review the Plan Document provisions.

Amendment. The amended MERS 457(b) Program will be effective 1st day of _____, 20____, with respect to contributions upon approval by MERS. *Please note:* You only need to mark **changes** to your plan throughout the remainder of this Agreement.
(Month) (Year)

III. **ELIGIBLE EMPLOYEES:** Only Employees as defined in the Program may be covered by the Participation Agreement. Subject to other conditions in the Program, this Agreement, and Addendum (if applicable), the following Employees are eligible to participate in the Program:

All Employees

Probationary Periods (select one):

Contributions will begin after the probationary period has been satisfied. Probationary periods are allowed in one-month increments, no longer than 12 months. During this probationary period, contributions will not be reported.

The probationary period will be _____ month(s).

No probationary period.

IV. CONTRIBUTIONS (check one):

Frequency:

Contributions will be remitted according to Employer's "Payroll Period" which represents the actual period amounts are withheld from participant paychecks, or within the month during which amounts are withheld. Contributions will be submitted (check one):

- Weekly
- Bi-Weekly (every other week)
- Semi-Monthly (twice each month)
- Monthly

Definition of Compensation

The Definition of Compensation selected must be used when determining both employer and employee contributions. Employers may include wage information along with employee and employer contributions when submitting wage/contribution reports to MERS.

Select your Definition of Compensation:

- Base Wages
- Box 1 Wages of W-2
- Gross Wages
- Custom Definition

[Click here to view details of Base, Box 1, and Gross Wages](#)

(To customize your definition, please complete the [Custom Definition of Compensation Addendum.](#))

V. ROTH DEFERRAL CONTRIBUTIONS:

The Program allows Roth deferral contributions and allows for Roth rollover contributions from other designated Roth 457(b), 401(k), or 403(b) Plans. Roth in-plan rollovers are also allowed. Roth in-plan rollovers allow a participant who has reached age 70½ or who has incurred a severance from employment to elect to have all or a portion of their pre-tax contribution account directly rolled into a designated Roth rollover account under the plan if the amount would otherwise be permitted to be distributed as an eligible rollover distribution. Any amounts that are rolled to the Roth rollover account are considered to be irrevocable and may not be rolled back to the pre-tax account.

MERS 457 Participation Agreement

VI. LOANS: shall be permitted shall not be permitted

If Loans are elected, please refer to the Defined Contribution & 457 Loan Addendum.

VII. AUTOMATIC ENROLLMENT: shall be permitted shall not be permitted

If selected, please complete and attach the 457 Eligible Automatic Contribution Arrangement (EACA) Addendum.

VIII. EMPLOYER CONTRIBUTIONS: shall be permitted shall not be permitted

If selected, please complete and attach the 457 Employer Contribution Addendum.

IX. MODIFICATION OF THE TERMS OF THE PARTICIPATION AGREEMENT

If the employer desires to amend any of its elections contained in the Participation Agreement, including attachments/addendums, the Governing Body or Chief Judge, by resolution or official action accepted by MERS, must adopt a new Participation Agreement. The amendment of the new agreement is not effective until approved by MERS.

X. ENFORCEMENT

1. This Participation Agreement may be terminated only in accordance with the MERS 457 Plan Document.
2. The Employer hereby agrees to be bound by the MERS 457 Plan Document and all policies adopted by the Board as applicable to the MERS 457 Plan, as these may be amended from time to time.
3. The employer hereby acknowledges it understands that failure to properly fill out this Participation Agreement may result in the ineligibility of the program.

XI. EXECUTION

Authorized Designee of Governing Body of Municipality or Chief Judge of Court

The foregoing Participation Agreement is hereby approved by Houghton County
on _____ (Name of Approving Employer)
(MM/DD/YYYY)

Authorized signature: _____

Name (printed): _____

Title: _____

Received and Approved by the Municipal Employees' Retirement System of Michigan

Dated: _____, 20____ Signature: _____
(Authorized MERS Signatory)

Resolution Establishing Authorized Signatories for MERS Contracts and Service Credit Purchase Approvals



1134 Municipal Way Lansing, MI 48917 | 800.767.MERS (6377) | Fax 517.703.9711

This Resolution is entered into under the provisions of 1996 PA 220 and the Municipal Employees' Retirement System of Michigan ("MERS") Plan Document, as each may be amended.

This resolution is being adopted by the governing body of the participating entity and applies to all reporting units of said participating entity.

WHEREAS, Houghton County ("Employer") is a participating municipality with the Municipal Employees' Retirement System of Michigan ("MERS") and has adopted one or more retirement, insurance, investment or other post-employment benefit products administered by MERS;

WHEREAS, MERS requires signatures of an authorized representative of the Employer to execute contracts with MERS, the entry of which is authorized by the governing body and permitted under the applicable MERS Plan Document(s);

WHEREAS, the Employer wishes to designate certain job position(s), the holder(s) of which may sign MERS' contracts relating to the adoption, amendment and termination of MERS' products, and defined benefit service credit purchase approvals on behalf of Employer to implement decisions and actions of the governing body;

WHEREAS, this Resolution is not intended to apply to MERS forms or any other MERS document except as specifically mentioned herein,

Therefore, the Governing Body resolves:

The holders of the following job position(s) are hereby *Authorized Officials* that can sign: (1) MERS Adoption Agreements, Resolutions, Participation Agreements, Administrative Services Agreements, Withdrawal Agreements and any other contracts between MERS and the Employer with respect to Employer's participation in any MERS-administered product and any amendments and addendums thereto, and (2) MERS Defined Benefit service credit purchase approvals:

1. County Administrator

Optional additional job positions:

2. Board Chair
3. Director of Finance

This Resolution may be revoked in writing or amended by the Governing Body at any time, provided that it will not be effective until such writing or amended Resolution is received by MERS. The Governing Body agrees that MERS may rely upon this Resolution as conferring signing authority upon the holders of the above job position(s) to bind Employer with respect to MERS.

Adopted at a regular/special meeting of the Governing Body on _____, 20_____.

Authorized signature (must be currently in a position named above): _____

Name: _____

Title: _____

Witness signature: _____

Witness name: _____

Witness title: _____

August 27, 2024

Sheriff Joshua B. Saaranen
Houghton County Sheriff's Office
403 E. Houghton Ave.
Houghton, MI 49931

Dear Sheriff Saaranen,

**RE: Proposal for PROFESSIONAL Services
Houghton County Jail Master Plan**

Abonmarche Byce and Securitecture are pleased to submit the attached proposal to provide correctional planning consulting, architectural, civil, structural, mechanical, and electrical engineering services for Houghton County Jail Master Plan in Houghton, MI. We have based the proposal on our understanding of the current scope of the project.

We appreciate the opportunity to work with you on this project. If you would like us to proceed with the proposed scope of work, please sign the attached professional service agreement and return to me.

If you have any questions regarding the proposal, please do not hesitate to contact our office at 269.381.6170 or by email at jescamilla@abonmarche.com.

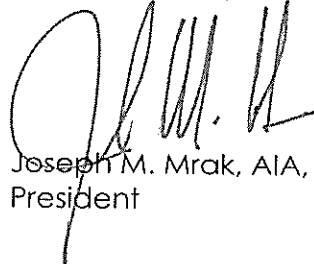
Sincerely,

ABONMARCHE BYCE



James Escamilla, PE
Vice President

SECURITECTURE, LLC



Joseph M. Mrak, AIA, LEED AP
President

APPENDIX "A"

WORK PLAN

PROJECT SCOPE

Abonmarche Byce/Securitecture understands that Houghton County is seeking a professional services firm to provide a Phase 1 Master Planning Study as described below. Our team will be working with a Jail Committee made up of members as determined by the County. We will work with the Committee to determine the Sheriff's Office and Adult Jail Detention needs of Houghton County for the next 20 years, with the ability to expand beyond that timeframe. The process will be interactive and will have a high degree of participation from County office holders and staff. We will produce a final report, an executive summary and a PowerPoint presentation suitable for public meetings and communication to county officials and the community in general.

We will investigate the following approaches after determining the spacial, operational and jail capacity requirements:

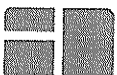
1. A new jail on a new site
2. A new jail on the existing site
3. Renovation of the existing jail at its current site
4. Renovation and expansion of the existing jail at its current site
5. Other alternatives that may arise during the conduct of the masterplan

Step 1: Pre-Project

1. Project "Kick-Off-Meeting"
 - o Define Project Committee, Roles, Lines of Communication, and Single Point of Contact
 - o Confirm Goals, Objectives, Approach and Methodology.
 - o Confirm all Users/Stakeholders Included in the Study and Verify Contact Information.
 - o Confirm Facilities and Existing Programs included in the Study
 - o Confirm Specific Areas of Concern Identified by the County.
 - o Define Review and Approval Process.
 - o Confirm Schedule and Deliverables.
2. Develop Base Sheets as Required for Communication of Study Information
3. Develop, Issuance and Receipt of Data/Information.
4. Develop, Issuance and Receipt of Questionnaires.

Step 2: Strategic Planning/Visioning Session

1. Complete Analytics to Define the Immediate (2025), Projected and Future Growth (2035 and 2045) of the Current County Courts, Incarceration/Jail, Community Corrections and Treatment Programs.



2. Investigate and Evaluate Alternative Programs Not Currently Being Utilized by the County that may be Beneficial.
3. Conduct an Evaluation of the Existing Applicable Facilities to Determine Capabilities and Issues.
4. Conduct a Visioning Session to Explore Alternative Programs not currently being utilized.
5. Conduct User/Stakeholders Interviews, meet with the Committee as required to Review and Confirm Conclusions
6. Complete Phase Summary and Review with Users/Stakeholders and Committee.
7. Present Conclusions to the Committee and Commissioners as Required.

Step 3: Staff and Space Programming

1. Assess the opportunities within the community for partnerships to create treatment programs that support existing and anticipated County programs.
2. Develop Detailed 10-year (2035) and 20-year (2045) Staff and Space Programs.
3. Define 2045 Parking Needs.
4. Define Critical Adjacencies Necessary for Operational and Service Efficiencies.
5. Survey and analyze the existing and potential site(s).
6. Meet with Users/Stakeholders and Committee as required to Review and Confirm Conclusions.
7. Complete Phase Summary and Review with Users/Stakeholders and Committee.
8. Present Conclusions to the Committee and Commissioners as Required.

Step 4: Charrette/Conceptual Design

1. Pre-Charrette:
 - o Develop Charrette Tools.
2. Charrette (Users/Stakeholders and Committee):
 - o Present and confirm all previous conclusions
 - o Investigate and Identify "Alternative Solutions" for Renovation and/or New Construction.
 - o Document all master planning schemes for further evaluation
 - o Select preferred option(s) for further development
3. Post-Charrette/Conceptual Design:
 - o Refine and Finalize Conceptual Master Plan Design Options Graphics.
 - o Develop Statement of Probable Project Budget and Funding Options.
 - o Prepare a life cycle operational cost analysis of the "Alternative Solutions" compared to renovation and/or new construction, including staffing projections.
 - o Review and analyze financing and funding alternatives for the construction and operations of the facility.
 - o Implementation/Phasing Plan and Schedule.
4. Draft/Final Report and Present Conclusions to the Committee and Commissioners as Required.

Step 5: Reconciliation (additional service if needed)

1. If for some reason the County cannot fund or finance the recommended project scope at the conclusion of the master plan, the team will work with the County to develop alternative implementations of the project to fit funding capabilities.



Qualifications/assumptions/exclusions

1. Exclusions:
 - a. Partial property survey locating utilities, private improvement and topographical information, by others
 - b. Survey and report on Regulated Building Materials (RBM) is by other and not part of these services. (Radon, lead based paint, asbestos, etc.)
 - c. Abatement, encapsulation, removal, disposal of Regulated Building Materials is by others and not part of this scope of work
 - d. Geotechnical subsurface Investigation and report, by others
 - e. Changes in project scope requiring additional professional services may necessitate amendment of this agreement
2. The following items are standard additional reimbursable expenses to be invoiced in addition to professional services, basic services fee.
 - a. Reprographics, printing, presentation graphics, plotting at direct expense,
 - b. Consultants not included in Basic Services
 - c. Travel expenses; including travel fare, lodging and meals.
3. Provide electronic PDF version of Project Documents.
4. Assumes production of Project Rendering of the Building as part of this scope of services. Additional Renderings are billed at Time & Material.
5. Client to provide previous relevant reports and other available information. A list of requested data will be provided to the County at the beginning of the project.

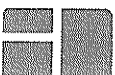
Proposed Schedule:

Abonmarche Byce/Securitecture is prepared to commence on the above scope immediately upon the execution of the signed contracts. The Master Plan will take approximately 3 to 4 months to complete depending on the ability of the County to provide the initial information and to make decisions.

Proposed Fee:

Abonmarche Byce/Securitecture proposes to complete the above scope for a Fixed Fee total of \$35,000.00, plus reimbursables. We anticipate a reimbursable allowance for travel, lodging and meals in the amount of \$12,000.00.

*If travel can be combined with other projects in the area, travel expenses charged to Houghton County will be reduced appropriately to achieve savings for the County.



Abonmarche Project Number: 24-1569
 (Date) 8/27/2024

AGREEMENT between (Client name) Houghton County
 (Client address) 403 E. Houghton Ave, Houghton, MI 49931 (Phone) (906) 482-0055
 (Cell) (906) 281-8989 (Fax) _____ (Email) jsaaranen@houghtonsheriff.com hereinafter referred
 to as the Client, and Abonmarche Consultants, Inc., referred to as Abonmarche, located at: 95 W. Main St, Benton Harbor, MI 49022

The Client contracts with Abonmarche to perform professional services regarding the Client's project generally referred to as:
 (Project Name) Houghton County Jail Master Plan (Location) Houghton, MI

The professional services to be provided by Abonmarche, collectively referred to as the Work Plan, are as follows:
 (Scope of work) Provide correctional planning consulting, architectural, civil, structural, mechanical,
 and electrical engineering services for Houghton County Jail Master Plan

(Project schedule) _____

(Special Provisions) _____

Abonmarche's proposal/work plan, dated 8/27/2024 is incorporated into this Agreement by reference, and is limited to the services described therein. Abonmarche's Terms and Conditions for Professional Services are incorporated by client's Authorization signature below.

The Client agrees to promptly pay for services provided by Abonmarche for the Scope of Work according to the following:
 (Fee/Type) Fixed Fee of \$35,000.00 Reimbursable Allowance of \$12,000.00

Prior to commencement of services, the Client will specify any and all documentation that the Client requires for submission with the invoice for services provided by Abonmarche. Absent any special request from the Client, Abonmarche will send its standard form of invoice.

If, after receipt of an invoice from Abonmarche, the Client has any questions, objections, or if there are any discrepancies in the invoice, the Client shall identify the issue in writing within ten (10) days of its receipt. If no written objection is made within the ten (10) day period, any such objection shall be deemed waived.

Abonmarche invoices are due upon receipt and shall be considered past due if not paid within 30 calendar days of the invoice date. The parties agree that interest of 1.5% per month will be added to any unpaid balance after 30 days. Payment thereafter shall first be applied to accrued interest and then to the unpaid principal.

The Client has designated Sheriff Joshua B. Saaranen as its Representative. The Representative shall have the authority to execute any documents pertaining to this Agreement or amendments thereto, and for the approval of all change orders, addenda, and additional services to be performed by Abonmarche. The representative shall be the contact person for submission of all documents, invoices or communications.

Authorization to Proceed and Guarantee of Payment: By signing this Agreement, the Client authorizes Abonmarche to provide services described above, and that the Client is the responsible party for making payment to Abonmarche. *By signing below, I acknowledge that I have received and agree to the Terms and Conditions on Pages 2-4 of this Agreement, and I understand that the Terms and Conditions take precedence over all prior oral and written understandings.* These Terms and Conditions can only be amended, supplemented, modified, or canceled by a written instrument signed by both parties. Any notice or other communications shall be in writing and shall be considered to have been duly given when personally delivered or upon the third day after being deposited into first class certified mail, postage prepaid, return receipt requested.

Authorized Client Representative	If Individual	Authorized Abonmarche Representative
Client: _____	Signature: _____	Signature: _____
Signature: _____	Printed Name: _____	Printed Name: <u>James Escamilla, PE</u>
Printed Name: _____	Date of Birth: _____	Title: <u>Vice President</u>
Date Signed: _____	Driver's License #: _____	Originating Office: <u>Abonmarche Consultants, Inc. 306 S. Kalamazoo Mall</u>
Federal Tax ID: _____	Employed by: _____	<u>Kalamazo, MI 49007</u>
	Address: _____	
	City/State _____	Date Signed: _____
	Date Signed: _____	

TERMS AND CONDITIONS OF PROFESSIONAL SERVICES

AGREEMENT

1. **Agreement.** These Terms and Conditions shall be incorporated by reference and shall prevail as the basis of the Client's Agreement to Abonmarche. Any Client document or communication in addition to or in conflict with these Terms and Conditions shall be subordinate and subject to these provisions.
2. **Execution.** Abonmarche has the option to render this Agreement null and void, if it is not executed within thirty (30) days of delivery.
3. **Client Responsibilities.** The Client will provide all criteria and information concerning the requirements of the Project. Abonmarche shall be entitled to rely on the accuracy and completeness of services and information furnished by the Client, including services and information provided by design professionals or consultants directly to the Client. These services and information include, but are not limited to, surveys, tests, reports, diagrams, drawings, and legal information. The Client will assume responsibility for interpretation of contract documents and for construction observation and will waive all claims against Abonmarche that may be in any way connected, unless Abonmarche's services under this Agreement include full-time construction observation or review of contractor's performance. The Client shall designate in writing a person with authority to act on Client's behalf on all matters related to Abonmarche's services.
4. **Performance.** The standard of care for services performed by or provided by Abonmarche will be the care and skill ordinarily used by Abonmarche's profession practicing under similar circumstances at the same time and in the same locality. Abonmarche makes no warranty, expressed or implied, with respect to any services provided by Abonmarche. Abonmarche may be liable for claims, damages, cost, loss or expense (including reasonable attorney's fees) to the extent caused by the negligent acts, errors, or omissions of Abonmarche.
5. **Billing and Payment.** The client shall make an initial payment of \$0 (retainer) upon execution of this Agreement. The retainer shall be held by Abonmarche and applied against the final invoice. If the Client fails to make payments when due and Abonmarche incurs any costs in order to collect overdue sums from the Client, the Client agrees that all such collection costs incurred shall immediately become due and payable to Abonmarche. Collection costs shall include, without limitation, legal fees, collection agency fees and expenses, court costs, collection bonds and reasonable Abonmarche staff costs at standard billing rates for Abonmarche's time spent in efforts to collect. This obligation of the Client to pay Abonmarche's collection costs shall survive the term of this Agreement or any earlier termination by either party.
6. **Hourly Billing Rates.** If payment is on an hourly rate, Client will pay Abonmarche at the current hourly billing rates. The hourly rates are adjusted annually or as deemed appropriate.
7. **Reimbursable Expenses.** Reimbursable expenses, the actual costs incurred directly or indirectly for the Client's Project, will be charged at Abonmarche's current rates. Examples of reimbursable expenses include, but are not limited to: mileage, tests and analyses, special equipment services, postage and delivery charges, telephone and telefax charges, copying, printing, and binding charges, commercial transportation, meals, lodging, special fees, licenses, and permits. Subconsultant and outside technical or professional services will be charged on the basis of the actual costs times a factor of 1.15.
8. **Additional Services.** Additional services that may be provided pursuant to the Agreement or any subsequent modification of the Agreement will be authorized by written amendment signed on behalf of the Client and Abonmarche. Additional services performed by

Abonmarche are subject to all Terms and Conditions and the Client will be responsible for payment. Should the Client, regulatory agency, or any public body or inspector direct modification or addition to services covered by this Agreement, including costs relating to the relationship between the Client and a third party i.e. punch lists, change orders, and disputes, the cost will be added to the agreed price. Requests for extra services should be made in writing via a change order, but nonetheless, Abonmarche is entitled to be paid for extra services provided whether or not it is in writing.

9. **Underground Structures or Buried Utilities.** The Client is responsible for identification and location of all public and private buried structures on the Client's property and the Project site, such as, but not limited to, storage tanks and lines, or gas, water, sewer, electrical, phone, cable, or any other public or private utilities. It is agreed that Abonmarche is not responsible for accidental damage to utilities or underground structures, whether known, unknown or improperly located. The client shall be responsible for design fees if changes are necessary. Utility locating or marking services provided by Abonmarche are not substitutes for complying with the utility owner notification requirements or the locating services (811 systems) required prior to an excavation. Utilities shown as located by ground penetrating radar are approximate only. No excavation took place to verify the positions shown or to verify the type of utility (except as noted). Careful excavation is required for verification of the buried utility. The owner or customer assumes the risk of error and the actual location of the underground utility. Abonmarche is not providing any certification or guarantee regarding the exact location of any underground utility.
10. **Hazardous or Contaminated Materials/Conditions.** Abonmarche does not provide environmental services. As such, Client will advise Abonmarche, in writing and prior to the commencement of services, of all known or suspected hazardous or contaminated materials/conditions present at the site(s). Abonmarche and the Client agree that the discovery of unknown or unconfirmed hazardous or contaminated materials/conditions constitutes a changed condition that may require Abonmarche to renegotiate the scope of work or terminate its services. Abonmarche and Client also agree that the discovery of said materials/conditions may make it necessary for Abonmarche to take immediate measures to protect health, safety, and welfare of those performing services. Client agrees to compensate Abonmarche for any costs incident to the discovery of said materials/conditions. Client acknowledges that Abonmarche cannot guarantee that contaminants do not exist at a project site. Similarly, a site which is in fact unaffected by contaminants at the time of Abonmarche's surface or subsurface exploration may later, due to natural phenomenon or human intervention, become contaminated. Client waives any claim against Abonmarche, and agrees to defend, indemnify and hold Abonmarche harmless from any claims or liability for injury or loss in the event that Abonmarche does not detect the presence of contaminants through techniques commonly applied in the provision of their services.
11. **Underground Conditions.** Abonmarche shall have no responsibility for the identification of existing or unforeseen/differing underground conditions. The Contractor shall have sole responsibility for determining the nature of underground conditions and the means and methods of dealing with those conditions. Abonmarche is entitled to rely upon the information provided by geotechnical consultants and shall have no responsibility for the accuracy or correctness of the data contained in the geotechnical reports.
12. **Site Access and Security.** With the exception of access rights that land surveyors are afforded by law, the Client will provide Abonmarche access to the Project site and the Client will be responsible for obtaining any necessary

permission from any affected third-party property owners for use of their lands. The Client is solely responsible for site security.

13. **Consultants.** Abonmarche may engage Consultants at the request of the Client to perform services which are typically the Client's responsibility, such as surveys, geotechnical and environmental assessments. The Client agrees that Abonmarche will not be responsible for, or in any manner guarantee, the performance of services by the Consultants. The Client further agrees, to the fullest extent permitted by law, to defend, indemnify and hold harmless Abonmarche, its officers, directors, employees and subconsultants (collectively, Abonmarche) against any damages, liabilities or costs, including reasonable attorneys' fees and defense costs, arising or allegedly arising from subsurface penetrations in locations authorized by the Client or from the inaccuracy or incompleteness of information provided to Abonmarche by the Client, except for damages caused by the sole negligence or willful misconduct of Abonmarche.
14. **Opinions of Cost.** Any opinions of probable construction cost and/or total project cost provided by Abonmarche will be on the basis of experience and judgment, but these are only estimates. Abonmarche has no control over market or contracting conditions and does not warrant that bids or ultimate construction or total project costs will not vary from such estimates.
15. **Ownership of Instruments of Service.** Abonmarche will remain the owner of all original drawings, reports, and other materials provided to the Client, whether in hard copy or electronic media form. The Client is authorized to use the copies provided by Abonmarche only in connection with the Project. Any other use or reuse by the Client for any purposes whatever will be at the Client's risk and full legal responsibility, without liability to Abonmarche and the Client will defend, indemnify, and hold Abonmarche harmless from all claims, damages, losses, and expenses, including attorney fees arising out of or resulting there from.
16. **Electronic Media.** Copies of data, reports, drawings, specifications, and other materials furnished by Abonmarche that may be relied upon by the Client are limited to the printed copies (also known as hard copies) that are delivered to the Client pursuant to the services under this Agreement. Computer files of text, data, graphics, or of other types of electronic media are the sole possession of Abonmarche, unless specifically stated otherwise in an amendment to this Agreement. Any electronic media provided under this Agreement to the Client are only for the convenience of the Client. Any conclusions or information obtained or derived from such electronic files will be at the user's sole risk.
17. **Bonds and Permits.** The Client will be responsible for the adoption of any site access or right of way bonds that may be initiated on their behalf. At completion of Abonmarche's services, the Client will take responsibility and pay any ongoing bond or permit costs for any bonded or permitted services.
18. **Insurance.** The Client will cause Abonmarche and Abonmarche's employees to be listed as additional insured on the general liability policies carried by the Client that are applicable to the Project. Upon request, the Client and Abonmarche will each deliver to the other certificates of insurance evidencing their coverage. The Client will require the Contractor to purchase and maintain general liability, automobile liability, workers compensation and other insurance as specified in the Contract Documents and to cause Abonmarche and Abonmarche's employees to be listed as additional insured with on a primary and non-contributory basis under the general liability and automobile insurance policies as respect to such liability and other insurance purchased and maintained by the Contractor for the Project. A certificate of insurance evidencing the additional insured and primary coverage status of Abonmarche under the General and Automobile liability from the Contractor shall be provided to Abonmarche.
19. **Third Party Invoicing.** If the Client directs Abonmarche to invoice third party payers, Abonmarche will do so, but the Client agrees to be ultimately responsible for Abonmarche's compensation until the Client provides Abonmarche with the third party's written acceptance of all terms of this Agreement and until Abonmarche agrees to the substitution.
20. **Third Party Beneficiaries.** Nothing contained in this Agreement shall create a contractual relationship with or a cause of action in favor of a third party against either the Client or Abonmarche. Abonmarche's services under this Agreement are being performed solely for the Client's benefit, and no other party or entity shall have any claim against Abonmarche because of this Agreement or performance or nonperformance of services hereunder. The Client and Abonmarche agree to require a similar provision in all contracts with contractors, subcontractors, subconsultants, vendors and other entities involved in this Project to carry out the intent of this provision.
21. **Suspension of Services.** In the event of non-payment or other breach by Client, Abonmarche will have the absolute right and without any liability whatsoever to the Client for any costs or damages as a result of such suspension caused by any breach of this Agreement by the Client. Upon payment in full by the Client, Abonmarche shall resume services under this Agreement, and the schedule and compensation shall be equitably adjusted to compensate for the period of suspension plus any other reasonable time and expense necessary for Abonmarche to resume performance.
22. **Contractor's Work.** Abonmarche shall have no authority to direct or control the Work of the Contractor or to stop the Work of the Contractor. Abonmarche shall not be liable to any party for the failure of the Contractor to perform the Work consistent with the Plans and Specifications and applicable Codes and Regulations. Neither the performance of the services by Abonmarche, nor the presence of Abonmarche at a project construction site, shall impose any duty on Abonmarche, nor relieve the construction contractor of its obligations, duties and responsibilities including, but not limited to, construction means, methods, sequence, techniques or procedures necessary for performing, superintending and coordinating the construction work in accordance with the plans and specifications and any health or safety precautions required by any regulatory agencies or applicable law. Abonmarche and its personnel have no authority to exercise any control over any construction contractor or its employees in connection with their work or any health or safety programs or procedures. The Client agrees that the construction contractor shall be solely responsible for jobsite and worker safety.
23. **ADA and Code Compliance.** The Americans with Disabilities Act (ADA) provides that alterations to a facility must be made in such a manner that, to the maximum extent feasible, the altered portions of the facility are accessible to persons with disabilities. The Client acknowledges that the requirements of ADA will be subject to various and possibly contradictory interpretations. To the extent applicable, Abonmarche will use its reasonable professional efforts and judgement to interpret ADA requirements and other federal, state, and local laws, rules, codes, ordinances, and regulations as they may apply on the Project. Abonmarche does not warrant or guarantee that the Project will comply with all interpretations of the ADA requirements and/or the requirements of other federal, state and local codes, rules, laws, ordinances, and regulations as they may apply to the Project. Client shall pay Abonmarche its customary hourly fees plus reimbursable expenses for any design changes made necessary by newly enacted laws, codes and regulations, or changes to existing laws, codes, or regulations after the date that this Agreement is executed.
24. **Notice of Lien Rights.** Abonmarche hereby notifies, and the Client acknowledges that Abonmarche has lien rights on the Client's land and property when Abonmarche provides labor and materials for Projects on the Client's land and the Client

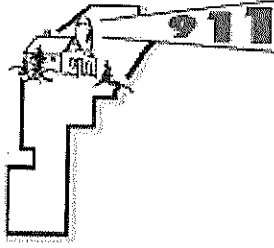
does not pay for those services except when the Client is a governmental agency and lien rights do not apply.

25. **Legal Expenses.** If Abonmarche brings a lawsuit against the Client to collect invoiced fees and expenses, the Client shall be legally liable to pay Abonmarche's expenses, including its actual attorney fees and costs.
26. **Liability Limitation.** In recognition of the relative risks and benefits of the Project to both the Client and Abonmarche, the risks have been allocated such that Client agrees, to the fullest extent permitted by law, and notwithstanding any other provision of this Agreement, to limit the total liability, in the aggregate, of Abonmarche and Abonmarche's officers, directors, partners, employees, shareholders, owners and subconsultants, for any and all claims, losses, costs, or damages of any nature whatsoever, including attorneys' fees and costs and expert-witness fees and costs of any nature whatsoever or claims and expenses resulting from or in any way related to the Project or the Agreement from any cause or causes shall not exceed the total compensation received by Abonmarche under this Agreement, or the total amount of \$50,000, whichever is greater. It is intended that this limitation apply to any and all liability or cause of action, including without limitation active and passive negligence, however alleged or arising, unless otherwise prohibited by law. In no event shall Abonmarche's liability exceed the amount of available insurance proceeds. Client acknowledges that Abonmarche is a corporation and agrees that any claim made by Client arising out of any act or omission of any director, officer, or employee of Abonmarche, in execution or performance of this Agreement, shall be made against Abonmarche and not against such director, officer, or employee.
27. **Contractor and Subcontractor Claims** The Client further agrees, to the fullest extent permitted by law, to limit the liability of Abonmarche and Abonmarche's officers, directors, partners, employees, shareholders, owners and subconsultants to all construction contractors and subcontractors on the Project for any and all claims, losses, costs, damages of any nature whatsoever or claims and expenses from any cause or causes, including attorneys' fees and costs and expert witness fees and costs, so that the total aggregate liability of Abonmarche and Abonmarche's subconsultants to all those named shall not exceed \$50,000, or Abonmarche's total fee for services rendered on this project, whichever is greater. It is intended that this limitation apply to any and all liability or cause of action however alleged or arising unless otherwise prohibited by law.
28. **Consequential Damages.** The Client and Abonmarche waive consequential damages for claims, disputes, or other matters in question relating to services provided as a part of this Agreement, including for example, but not limited to, loss of business.
29. **Governing Law.** This Agreement will be deemed to have been made in the location where the services are performed, and shall be governed by and construed in accordance with the laws of that state.
30. **Exclusive Choice of Forum.** Each party irrevocably and unconditionally agrees that it will not bring any action, litigation, or proceeding against any other party in any way

arising from or relating to this Agreement in any forum other than the courts of the state and county where the work is performed. Each party irrevocably and unconditionally submits to the exclusive jurisdiction of those courts and agrees to bring any such action, litigation, or proceeding only in those courts. Each party agrees that a final judgment in any such action, litigation, or proceeding is conclusive and may be enforced in other jurisdictions by suit on the judgment or in any other manner provided by law.

31. **Considerations.** The successors, executors, administrators, and legal representatives of the Client and Abonmarche are hereby bound onto the other with respect to the covenants, Agreements, and obligations of this Agreement.
32. **Acts of God.** Neither the Client nor Abonmarche will have any liability for nonperformance caused in whole or in part by causes beyond Abonmarche's reasonable control. Such causes include, but are not limited to, Acts of God, civil unrest and war, labor unrest and strikes, acts of authorities, and events that could not be reasonably anticipated.
33. **Termination.** Either the Client or Abonmarche may terminate this Agreement by giving ten (10) days written notice to the other party. In such an event, the Client will pay Abonmarche in full for all services previously authorized and performed prior to the effective date of the termination, plus (at the discretion of Abonmarche) a termination charge to cover finalization of services necessary to bring ongoing services to a logical conclusion. Such charge will not exceed thirty (30) percent of all charges previously incurred. Upon receipt of such payment, Abonmarche will return to the Client all documents and information that are the property of the Client. If the Client fails to make payment to Abonmarche in accordance with the payment terms herein, this shall constitute a material breach of this Agreement and shall be cause for termination of this Agreement by Abonmarche.
34. **Severability.** In the event that one or more provisions contained in this Agreement are declared invalid, illegal, or unenforceable in any respect, the validity, legality, and enforceability of the remaining provisions of the Agreement shall not be affected or impaired.
35. **Dispute Resolution.** Any claims or disputes made during design, construction or post-construction between the Client and Abonmarche shall be submitted to non-binding mediation. The Client and Abonmarche agree to include a similar mediation agreement with all contractors, sub-contractors, sub-consultants, suppliers and fabricators, thereby providing for mediation as the primary method for dispute resolution between all parties. The mediation shall be governed by the then current Construction Industry Mediation Rules of the American Arbitration Association ("AAA"). Mediation shall be a condition precedent to the initiation of any other dispute resolution process, including court actions.
36. **Entire Agreement.** This Agreement contains the entire agreement between the parties and there are no agreements, representations, statements, or understandings which have been relied on by the parties which are not stated in this Agreement.

End of Agreement



Houghton County 9-1-1 & Addressing

Jon Giachino
Houghton County 9-1-1
Undersheriff / 911
Coordinator
403 E. Houghton Ave.
Houghton, MI 49931
906-482-0055 phone
906-487-5949 fax

09/30/2024

To: HCBC
Re: September 26th Advisory Board Requests

The Houghton County Advisory Board met on September 26th 2024 and voted to approve the following items for HCBC consideration.

- (1) Radio/Battery management server: Cost of \$8,000.00
 - (a) The proposed Radio Management Server allows us to consolidate the radio programming into a single device where current version of the radio programming, radio firmware, are stored. This would allow to remotely change and update radio information remotely.
 - (b) The proposed battery management would allow monitoring and notification of our fleet of batteries regarding useful life and errors.
- (2) Replace (3) APX 7000 portable radios that are failing: (2) for Michigan Tech Public Safety and (1) for the Houghton Police Department. Cost of \$23,000.00
- (3) Purchase (70) more 800 Mhz pagers for local Fire Departments. Cost \$56,000.00

Jon Giachino
Houghton County
Undersheriff / 911 Coordinator

403 E. Houghton Ave., Houghton, MI 49931



Please remit to:
 P.O. Box 68
 Belleville, MI 48112
 385 Sumpter Road
 Belleville, MI 48111

Phone (734) 699-5561
 Fax (734) 699-0360

Invoice

Customer No.: HOUGHTON
 Invoice No.: 178296

517-000-934.105
 CBO

Bill To:

HOUGHTON COUNTY TRANSFER
 401 E. HOUGHTON AVE.
 HOUGHTON, MI 49931

Ship To

HOUGHTON COUNTY TRANSFER
 17808 ERICKSON DRIVE
 ATLANTIC MINE, MI 49905

Date		Ship Via		F.O.B.		Terms		
10/04/2024		WARREN TRANSPORT		Origin		Net 30		
Purchase Order Number			Order Date		Tax Status		Packing List Number	
TRANSFER STATION			05/06/2024				23990	
Quantity			Item Number		Description		Unit Price	Amount
Required	Shipped	B.O.						
1	1							

80-YARD PUSH-OUT ROLL OFF
 CONTAINER
 (75-YARDS ACTUAL)
 COLOR: VERMILLION RED 32-7071
 SERIAL NUMBER:
 80-PO-23990

FLOOR: 38'ID, 39' OAL
 SIDES: 88" ID, 104" OAH
 WIDTH: 90" ID, 102" OAW
 OPENING TO FIT SEBRIGHT
 12084T7

FLOOR:
 1/4" PLATE
 3" X 4.1# CHANNEL, 12" CENTERS
 6" X 2" X5/16" MAIN RAILS
 10 3/4" X 8" GROUND ROLLERS
 SIDES & TOP:
 3/16" PLATE
 3/16" FORMED RIBS, 24" CENTERS
 REAR 12' OF CONTAINER RIBS, 12"
 CENTERS
 PUSH-OUT RAM:
 CUSTOM HOIST DAT95-96-384
 DOUBLE ACTING
 (SN: 1394515)
 4" X 4" X 1/4" TUBE FRAME
 3/16" PLATE & 3/4" RAM FACE
 1" NYOIL BOTTOM WEAR PADS
 5" DIA ROLLER GUIDE CENTER
 SUPPORT

Received on
 OCT 09 2024
 County Clerk

Invoice subtotal	45500.00
Freight charges	2500.00
Invoice total	48000.00

EST 1964 "CELEBRATING 60 YEARS"

Please mail payments to: Contract Welding & Fabricating, Inc., P.O. Box 68, Belleville, MI 48112



Ben Larson <administrator@houghtoncounty.net>

UPDATED Committee Composition for WUP MMPC

1 message

Jerald Wuorenmaa <jwuorenmaa@wupdr.org>

Tue, Oct 8, 2024 at 11:47 AM

Good Morning,

Attached is the revised list of committee members for appointment as the MMPC. I apologize – I intended to send this out late Friday or yesterday morning but it slipped my mind. I hope it is arriving in time to be incorporated into any appointments by county boards. If not, please let me know ASAP.

Jerald (Jerry) Wuorenmaa, Executive Director

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

(906) 482-7205 x111, jwuorenmaa@wupdr.org

From: Jerald Wuorenmaa

Sent: Wednesday, October 2, 2024 10:15 PM

Cc: Lisa McKenzie <lmckenzie@wupdr.org>; Michael Stanitis <mstanitis@wupdr.org>

Subject: RE: Attention Requested: Recommended Committee Composition for WUP MMPC

Just a heads-up to everyone that there will be a revised committee list coming later this week, as I believe we will need to change the proposed "hauler" representative. I will hold off a couple more days for any further input and plan to send clerks/administrators the final list by Monday at the latest.

Jerald (Jerry) Wuorenmaa, Executive Director

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

(906) 482-7205 x111, jwuorenmaa@wupdr.org

From: Jerald Wuorenmaa

Sent: Tuesday, October 1, 2024 2:38 PM

Cc: Lisa McKenzie <lmckenzie@wupdr.org>; Michael Stanitis <mstanitis@wupdr.org>

Subject: Attention Requested: Recommended Committee Composition for WUP MMPC

Importance: High

Good Morning County Clerks, Administrators, and Board Chairs:

WUPPDR has finalized the recommended composition of the Western U.P. Materials Management Planning Committee. See attached PDF.

September 26, 2024

Mr. Tom Tikkanen, Chairman
Houghton County Board of Commissioners
401 East Houghton Ave.
Houghton, MI 49931

RE: Letter of Interest for Road Commission Board

Dear Mr. Tikkanen:

My term on the Houghton County Road Commission Board expires at the end of this calendar year. Please accept this letter as my interest to be re-appointed to the Road Commission Board.


I have served on the board since April of 2020, when I was appointed to fill a partial term. I have been the Chairman for the past two years and would like to continue utilizing my background and the experience I have gained, to aid the road commission in their goal of maintaining and improving the roads for the safety of the motoring public. My work at Michigan's Local Technical Assistance Program over the last ten years has been beneficial in learning how every county road commission has slightly different problems and needs. This has been helpful in learning how best to serve Houghton County.

I look forward to representing the Road Commission in their pursuit of funds to complete the damages that were caused during the Father's Day Flood of 2018. The continued effort to obtain funds for road repair is an ongoing struggle.

It would be my honor to continue serving on the Houghton County Road Commission Board.

Please feel free to contact me if you need additional information.

Sincerely,



Peter Torola
39819 Lower Worham Road
Chassell, MI 49916
petertorola@gmail.com
906-482-1563



Ben Larson <administrator@houghtoncounty.net>

Fwd: Reappointment HCPC

1 message

Jennifer Kelly <countyclerk@houghtoncounty.net>

To: Ben Larson <ben@houghtoncounty.net>

Wed, Oct 2, 2024 at 9:37 AM

Please add this for the 10/15 meeting for the HCPC. Thank you!

Jennifer Kelly
Houghton County Clerk/Register of Deeds
401 E. Houghton Avenue
Houghton, MI 49931
(906)482-1150
fax: (906)483-0364

----- Forwarded message -----

From: **John Larson** <jlarson@clkschools.org>

Date: Tue, Oct 1, 2024 at 6:21 PM

Subject: Reappointment HCPC

To: Jennifer Kelly <countyclerk@houghtoncounty.net>

I am writing to let you know I am planning on staying on the Houghton County Planning Commission if the Board of Commissioners reappoints me.

I understand the notice you sent me indicated my letter of interest for staying on the Planning Commission was due before October 1st. I'm sending it on Oct. 1st!

Sorry for any inconvenience my delay in getting this letter of interest in to you has caused. (Can we chalk it up to my age?)

Thanks for all your work in supporting the people of Houghton County.

John Larson

--

John Larson

Houghton County Board of Commissioners

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



Tom Tikkanen *Chairman*
District 1
Roy Britz *Vice Chairman*
District 5
Joel Keranen *Commissioner*
District 2
Glenn Anderson *Commissioner*
District 3
Gretchen Janssen *Commissioner*
District 4

RESOLUTION 24-18

EXEMPTION RESOLUTION TO ADOPT THE ANNUAL EXEMPTION OPTION AS SET FORTH IN 2011 PUBLIC ACT 152, THE PUBLICLY FUNDED HEALTH INSURANCE CONTRIBUTION ACT

WHEREAS, 2011 Public Act 152 (the "Act") was passed by the State Legislature and signed by the Governor on September 24, 2011; WHEREAS, the Act contains three options for complying with the requirements of the Act;

WHEREAS, the three options are as follows:

- 1) Section 3 - "Hard Caps" Option - limits a public employer's total annual health care costs for employees based on coverage levels, as defined in the Act;
- 2) Section 4 - "80%/20%" Option - limits a public employer's share of total annual health care costs to not more than 80%. This option requires an annual majority vote of the governing body;
- 3) Section 8 - "Exemption" Option - a local unit of government, as defined in the Act, may exempt itself from the requirements of the Act by an annual 2/3 vote of the governing body;

WHEREAS, the GOVERNING BODY has decided to adopt the annual Exemption option as its choice of compliance under the Act;

NOW, THEREFORE, BE IT RESOLVED the Board of Commission in Houghton County elects to comply with the requirements of 2011 Public Act 152, the Publicly Funded Health Insurance Contribution Act, by adopting the annual Exemption option for the medical benefit plan coverage year January 1, 2025 through December 31, 2025.

Upon a call of the roll, the vote was as follows: Ayes: _ Nays: _ Absent: _

Moved by Commissioner:

Supported by Commissioner:

Roll Call Vote:

Yes:

No:

Motion Carried.

RESOLUTION DECLARED ADOPTED.

Houghton County Board of Commissioners

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



Tom Tikkanen *Chairman*
District 1
Roy Britz *Vice Chairman*
District 5
Joel Keranen *Commissioner*
District 2
Glenn Anderson *Commissioner*
District 3
Gretchen Janssen *Commissioner*
District 4

Tom Tikkanen, Chairman

Date

Houghton County Board of Commission

I, Jennifer Kelly, County Clerk of Houghton County, do hereby certify and set my seal to the above Resolution as adopted October 15, 2024, at the Houghton County Courthouse, 401 E. Houghton Ave, Houghton, MI 49931.

Jennifer Kelly, Houghton County Clerk



Ben Larson <administrator@houghtoncounty.net>

Houghton County Medical Care parking

1 message

Andy J. Moyle <ajmoyle@moyleusa.com>

Tue, Oct 8, 2024 at 2:31 PM

To: "administrator@houghtoncounty.net" <administrator@houghtoncounty.net>

Good Afternoon Ben

Please see attached correspondence that outlines my formal offer for a portion of the parcel adjacent to Skyline Commons (F/K/A Jutilla Center) to be used as parking. Please review the letter and the map and call or email with any questions. I believe this offer represents a generous amount for the land and its actual value based on it's limitations. And I would be happy to meet you and anyone else on the board to discuss or show our proposed use of the parcel for the benefit of Hancock and the County at large to get this building back into real productive, tax paying use for the good of the community.


Thank you and I look forward to discussing this further.


Call or email anytime.

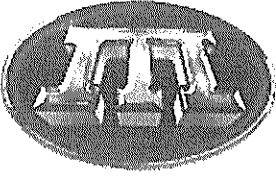
Andy

906-483-7953

2 attachments

 Scanned from a Xerox Multifunction Printer.pdf
29K

 Proposed lot- HOCO.pdf
381K



**MOYLE
COMPANIES**

46702 M-26 PO Box 414
Houghton MI 49931
P (906) 482-3000 F (906) 482-3087

10.7.24

Houghton County Administrator
401 East Houghton Ave.
Houghton, MI 49930

Attn: Mr. Ben Larson, Administrator

RE: Parcel C/Skyline Commons

Dear Mr. Larson:

As you are aware, Moyle Companies recently purchased the former Jutila Center. Now rebranded as Skyline Commons, we are working hard to make this a vibrant center of economic activity in the City of Hancock. In a rather short time, we have significantly increased the occupancy of the building and have renderings for renovations that will lead to more opportunities for both business ventures and residential living.

To efficiently serve our tenants and community patrons, we would like to increase our capacity for parking on the premises. Houghton County purchased Parcel C, a 1.85-acre lot from Finlandia University to, at least in part, do the same with Canal View. That need has been met, but much of that lot currently sits unused. To meet our goals as well as put this land back on the county tax roll, we would like to purchase approximately .9-acres (+/-) of the southern portion of Parcel C. Of this proposed section, approximately .45-acres (+/-) is suitable real estate for a new paved parking lot before it drops off sharply toward the canal.

We hereby make an offer of \$40,000 (Forty Thousand Dollars) for the proposed portion of Parcel C (see attached).

Sincerely,

Andy Moyle
President, Moyle Real Estate & Development

Handwritten text on a piece of paper taped to the machine: "Oxydes"

Labels on the control panel: RINSE, FABRIC SOFTENER, FINAL SPIN, RATE WASHER, DONS ON LID, TENER, ADD TO WATER, IT COMES ON, FOR WASHER TO OPERATE, COMPLETE UNTIL "ON" LIGHT GOES OUT

GENERAL

TO OPERATE
1. AND RECOMMENDED DEFLECTOR TO DRY...
2. PLACE SORTER ELEMENT IN WASH...
3. SELECT DESIRED WATER TEMPERATURE...
4. CLOSE LID...
5. AFTER WASHING CYCLE AND DRYING ARE...
6. LEAVE LID OPEN AFTER WASHING CYCLE...
IMPORTANT
FOR PROPER CARE OF YOUR...
WARRANTY...
WARRANTY...
WARRANTY...

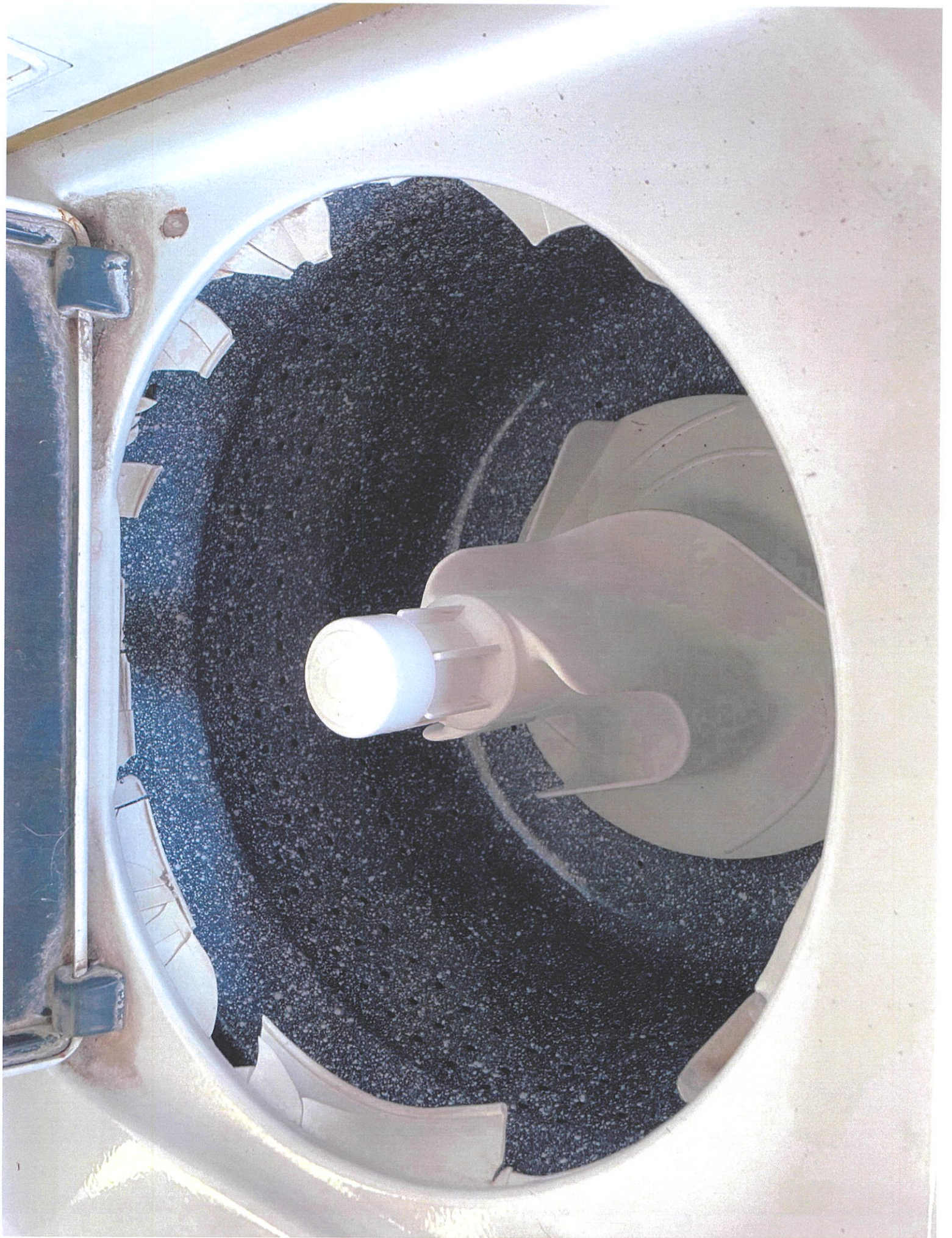
Labels for wash cycles: HOT WASH, WARM WASH, COLD WASH

M



A1-892-8
26 SEP 89

DRAIN CAP MUST BE
REMOVED BEFORE INSTALLING
EXTERNAL DRAIN HOSE





Quote # B240916-2

DATE: September 16, 2024

1475 Commerce Drive, Suite 100 | Mendota Heights, MN 55120
 651-688-8700 | 800-328-1974
 rjkool.com | rjkparts.com

DELIVERY DATE: ASAP

ACCOUNT: NEW

SOLD TO: CUSTOMER'S NAME County of Houghton	
STREET ADDRESS 401 E Houghton Ave	
CITY AND STATE Houghton, MI	ZIP CODE 49931
Ship via: Customer PO# RJ Kool Delivery and Installation	
SALESPERSON: WRD	TERMS: 50% down payment; balance due at delivery

SHIP TO: NAME OF LAUNDRY OR BUILDING Houghton County Marina	
STREET ADDRESS Lake Front Road	
CITY AND STATE Houghton, MI	ZIP CODE 49931
Notify: Name & No. Todd LaRoux: (906) 370-0965 Office: (906) 482-2260	
CUSTOMER EMAIL: inspector@houghtoncounty.net	

QUANTITY	MODEL #	MAKE - DESCRIPTION	EACH	TOTAL
0	SWNNC2SP116TW01	Speed Queen 3.19cf Quantum Gold Top Load Washer - White Coin Drop	1,842.00	
2	SFNNCASP116TW01	Speed Queen 21.5lb Soft Mount Front Load Washer - White 440G, Soft Mount, Quantum Gold Pro Vended Front Control, PUMP Drain	2,842.00	5,684.00
2	SDENCAGS176TW01	Speed Queen 7.0 cf Front Control Single ELECTRIC Dryer - White 220 cfm, Quantum Gold Pro Vended Front Control, 208-240/60/1-30 amp	1,533.00	3,066.00
4	PDC106B	Speed Queen 6" Elevated Steel Base - Black	296.00	1,184.00
4	SEL-CNAR-02	KioSoft Elevate App Pay Connect w/ WiFi Connectivity	293.00	1,172.00
4	PK120068	CleanReader Installation Kit - Alliance(Quantum/ACA - C,N,X Models)	34.00	136.00
1	DC110004	CleanPay Mobile. Room Poster	47.00	47.00
1	ST110023	Machine Number & QR Code CP Mobile 1-6	8.00	8.00

Installation: Single laundry room in WATERFRONT ground level.

Vend Price:

Buyer's Initials: _____
 Top Load - \$3.50 + 25¢ for Heavy Cycle
 Cobra - \$3.50 / Deluxe @ \$3.75 / Ultra @ \$4.00
 Dryer - \$2.50 for 50 Minutes

TERMS: 50% DOWN PAYMENT, BALANCE TO BE PAID AT DELIVERY OF EQUIPMENT
 CARDS ACCEPTED LISTED BELOW NOTE: Limit of \$10,000 per Order.
 Visa M/C Discover AmEx CSC: _____
 Exp. Date: _____ Acct. # _____

Total Price	\$	11,297.00
Factory Freight	\$	341.00
Installation/Set Up	\$	5,308.00
Net Price	\$	16,946.00
MI Sales Tax 6.00%	\$	677.82
Total	\$	17,623.82
50% Down Payment		(8,811.91)
BALANCE DUE (Due at Delivery)	\$	8,811.91

Remove Sales Tax

Accessories Included:

Hoses, coin boxes, locks and keys included

WARRANTY	
3 - Years Speed Queen Parts - Quantum Gold	
RJ KOOL DELIVERY AND INSTALLATION INCLUDES:	
Detail	Remove and dispose of old equipment.
Detail	Deliver, set, level, program and start up.
CUSTOMER'S RESPONSIBILITIES:	
Any necessary construction	

Seller: RJ Kool

By: *Neil R. Doern* Date: 9/16/2024

Buyer's Signature: _____ Date: _____

Printed Name: _____

This quotation is valid for 30 days.
 Applicable sales tax will apply at time of sale.



Ben Larson <administrator@houghtoncounty.net>

Quote - commercial washer, dryer and credit card reader

1 message

Suzy Tuomi <suzy@kirkishfurniture.net>

Fri, Sep 20, 2024 at 10:40 AM

To: "administrator@houghtoncounty.net" <administrator@houghtoncounty.net>

Ben,

Please find attached the quote you requested for commercial front load washer, dryer and credit card reader.

This quote is for the products only.

The quote does not include installation of the credit card reader.

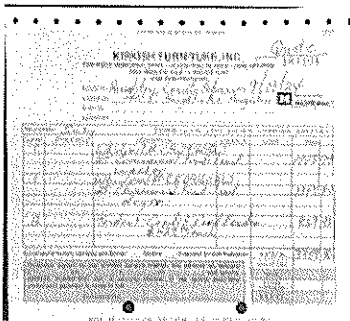
Our Service Department is not trained on the installation or service of the credit card reader.

Please let me know if you need anything else.

With regards,

Suzy/Sales

Kirkish Furniture



20240920_094944.jpg
2403K

KIRKISH FURNITURE, INC.

1200 WEST MEMORIAL DRIVE • HOUGHTON, MI 49931 • (906) 482-0700

FAX: (906) 482-4433 • 1-800-535-0258

www.kirkishfurn.com

Quote

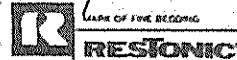
380108

SOLD TO Houghton County Admin DATE 9/19/24

ADDRESS 401 E. Houghton Ave, Houghton

SHIP TO _____

ADDRESS _____



SALESMAN <u>Suzy</u>		TERMS: <input type="checkbox"/> CASH <input type="checkbox"/> COD <input type="checkbox"/> 60 DAYS <input type="checkbox"/> CONTRACT <input type="checkbox"/> WILL CALL			
QUANT	STOCK NO.	DESCRIPTION	LOCATION	CODE	PRICE
<u>1</u>		<u>Whirlpool # CHW9160GW</u> <u>27" Commercial Front-load</u> <u>washer</u>			<u>1449.99</u>
<u>1</u>		<u>Whirlpool # CED9160GW</u> <u>27" Commercial Front-load</u> <u>dryer</u>			<u>1349.99</u>
<u>2</u>		<u>Trident Credit Card Reader</u> <u>\$429.99/each</u>			<u>859.98</u>
I understand factory warranty and Accept _____ Decline _____ Extended Service Protection.				SUBTOTAL	<u>3959.96</u>
Customer agrees to pay without service charge, the balance as follows: \$ _____ on _____, \$ _____ on _____, and grants KIRKISH FURNITURE, INC. a security interest in the goods described above until payment is made in full. _____ Customer Signature				SALES TAX	
				TOTAL	
				DOWN PAYMENT	
				BALANCE	







Ben Larson <administrator@houghtoncounty.net>

Concrete/ Sidewalk Project

1 message

Sara Huuki <building@houghtoncounty.net>

Tue, Sep 24, 2024 at 9:55 AM

To: Ben Larson <administrator@houghtoncounty.net>

Cc: Todd LaRoux <inspector@houghtoncounty.net>, Tom Bingham <tom.bingham@houghtoncounty.net>

Ben,

Todd asked that I submit the sidewalk proposal on his behalf.

The projected cost for the 17 pads from start to finish is \$10,300.00.

\$600.00 is for topsoil, seed, and mulch at the end.

\$9,700.00 is for the following:

* Todd and Tom to remove and dispose of the old concrete and prepare each area for concrete.

*Concrete

*To pay for workers to pour the concrete and finish it.

This is scheduled to start next weekend if the board approves of this.

Is this something that we can keep scheduled, or should we postpone it?

Thank you,

Sara Huuki

Building Department Manager

Marina Accounts Receivable & Contract Specialist

Accounting Assistant

401 E Houghton Ave

Houghton MI 49931

(906) 482-2260

**** Permits must be issued prior to any work being done ****

Remember not only to say the right thing in the right place, but far more difficult still, to leave unsaid the wrong thing at the tempting moment.

~Benjamin Franklin

Please note service fees: Debit & Credit Cards 2.5%; Minimum of \$1.95. AMEX 4%; Minimum of \$2.00



Chelsea Rheault <chelsea@houghtoncounty.net>

Canvassing / Elections Increase

Chelsea Rheault <chelsea@houghtoncounty.net>
To: Ben Larson <administrator@houghtoncounty.net>

Fri, Oct 11, 2024 at 12:57 PM

----- Forwarded message -----

From: **Chelsea Rheault** <chelsea@houghtoncounty.net>
Date: Tue, Aug 27, 2024 at 12:03 PM
Subject: Canvassing / Elections Increase
To: Ben Larson <administrator@houghtoncounty.net>
Cc: Jennifer Kelly <countyclerk@houghtoncounty.net>

Hi Ben,


Per our budget meeting with Ms. Kelly this morning, we discussed increasing the fees as follows:
(\$150 x 4 canvassers) x 4 elections = \$2,400.00

This is a reminder to add this increase to your Administrators Summary when you present the budget.
Canvassing / Elections Fund report attached.

Thanks,

Chelsea Rheault

Director of Finance
Houghton County Controller's Office
401 E Houghton Avenue
Houghton, MI 49931
[Quoted text hidden]

 **Canvassing.pdf**
31K

SURVEY & REMONUMENTATION APPLICATION / PROGRESS / COMPLETION REPORT	
Michigan Department of Licensing & Regulatory Affairs Bureau of Construction Codes Office of Land Survey & Remonumentation PO Box 30254, Lansing, MI 48909 1 st Floor Ottawa Building 611 West Ottawa Street, Lansing, MI 48933 Phone 517-241-6321 E-Mail: bccolstr@michigan.gov www.Michigan.gov/bcc	Grantee/County: Houghton <i>--Section below for OLSR staff use only--</i> Grant #: BCC 25-31 VCUST#: CV0048006 Address Code: 001 GG #: Template: 6415137T001

Grant Year: 2025

\$78,419.00	State Grant Award		
Grant Application Payment Request		Grant Application Proposed Corners	
\$31,367.60	Start-Up Payment (40% of Grant Award)		Corners anticipated to be paid with funds
\$47,051.40	Balance after Start-Up Payment	Corners Completed	
Progress Report Payment Request			
	Amount Requested (up to 85% of Grant)		Corners completed & paid with grant funds
	Grant Balance after Progress Report		Corners completed & paid by others
			Corners revisited & paid with grant funds
Completion Report Payment Request			
	Amount Requested (up to 100% of Grant)		Corners revisited & paid by others
	Grant Balance after Completion Report		Common corners entered into Accela twice
			Number of records entered into Accela
			Corners revisited without record

I certify to the best of my knowledge and belief that this report is correct and complete, and all expenditures are for the purposes set forth in and comply with the annual grant agreement.

Is this county on an approved Maintenance Plan during this contract? **No**

 Thomas Tikkanen
 County Grant Administrator

 Date

<i>--Section below for OLSR staff use only--</i>	
Payment Authorized: \$ _____	Records completed by County in current Grant Year: _____
Grant Balance: \$ _____	Records remaining to be completed in County Plan: _____

_____ Nicholas J. Clever, P.S. Director, Office of Land Survey & Remonumentation	_____ Date
--	---------------

Administrator	
Name: Thomas Tikkanen	Phone: 906-369-0022
Email Address: tom.tikkanen@houghtoncounty.net	
Physical Address: 401 E. Houghton Ave.	
City, State, Zip: Houghton, MI 49931	
Representative	
Name: Joe Foster, P.S.	Phone: 906-281-1218
Email Address: fosterjoe@charter.net	
Physical Address: 276 Oak St.	
City, State, Zip: Allouez, MI 49805	
Address for Payments	
Name: Houghton County	Phone: 906-482-0560
Physical Address: 401 E. Houghton Ave.	
City, State, Zip: Houghton, MI 49931	

The following section is divided into columns corresponding to the stages of the yearly Remonumentation Grant program, from left to right. Fill out the sections within the column of the current stage, while leaving the information from the previous stages in place. If the county does not submit a Progress Report, leave that column blank.

Budget (Grant Application) column refers to the estimated costs set forth by the County in the Grant Application.

Progress Report column will include any expenditures by the County up to that point. Expenditures must exceed the amount received by the county in the 40% Start-up Payment. Any amount in this column must have receipts or invoices listing completed corners attached for reimbursement.

Completion Report column will include all reimbursable expenditures by the County during the Grant Year. Any amount in this column must have receipts or invoices listing completed corners attached for reimbursement.

County must provide copies of all invoices, receipts, payment vouchers, etc. for any expenditures being submitted for reimbursement under the Remon Grant program. Invoices must be itemized (where applicable) and should not include costs outside of the Remonumentation program. A county requesting payment for a Cost Allocation Program or similar policy must have a complete copy of the Cost Allocation Plan on file with OLSR before payment is made.

County must provide a detailed, itemized budget report for all expenditures under the Remon program. Any payment amount that does not appear on the budget report cannot be considered for reimbursement under the Remon Grant program.

**Remonumentation Program
County Expenditure Detail**

Work Program Expenditures by Line Item	Budget (Grant Application)	Progress Report Expenditures	Completion Report Expenditures
Item A Remonumentation Services			
Item B Monument Maintenance Services			
Item C Remonumentation Supplies & Materials			
Item D Geodetic Control Maintenance & Operations			
Item E Grant Administrator Fees/Wages			
Item F County Representative Fees/Wages			
Item G Additional Administrative Staff Fees/Wages			
Item H Peer Group			
Item I Administrative Supplies & Indirect Costs			
Totals			

Office of Land Survey
Department of Licensing and Regulatory Affairs
 U.S. Mail: P.O. Box 30254, Lansing, MI 48909

2025 Recommended Survey & Remonumentation Grants Award

COUNTY	2025 GRANT
ALCONA	\$ 52,292.00
ALGER	\$ 67,544.00
ALLEGAN	\$ 87,365.00
ALPENA	\$ 46,951.00
ANTRIM	\$ 45,868.00
ARENAC	\$ 31,252.00
BARAGA	\$ 65,279.00
BARRY	\$ 54,014.00
BAY	\$ 41,569.00
BENZIE	\$ 29,203.00
BERRIEN	\$ 75,891.00
BRANCH	\$ 45,608.00
CALHOUN	\$ 77,543.00
CASS	\$ 48,109.00
CHARLEVOIX	\$ 40,163.00
CHEBOYGAN	\$ 59,259.00
CHIPPEWA	\$ 118,816.00
CLARE	\$ 50,520.00
CLINTON	\$ 54,627.00
CRAWFORD	\$ 44,624.00
DELTA	\$ 92,007.00
DICKINSON	\$ 59,522.00
EATON	\$ 60,768.00
EMMET	\$ 44,136.00
GENESEE	\$ 122,258.00
GLADWIN	\$ 45,033.00
GOGEBIC	\$ 81,410.00
GR. TRAVERSE	\$ 58,227.00

COUNTY	2025 GRANT
GRATIOT	\$ 50,099.00
HILLSDALE	\$ 53,009.00
HOUGHTON	\$ 78,419.00
HURON	\$ 69,173.00
INGHAM	\$ 62,093.00
IONIA	\$ 52,912.00
IOSCO	\$ 48,195.00
IRON	\$ 85,790.00
ISABELLA	\$ 52,145.00
JACKSON	\$ 79,868.00
KALAMAZOO	\$ 87,125.00
KALKASKA	\$ 46,502.00
KENT	\$ 121,255.00
KEWEENAW	\$ 38,903.00
LAKE	\$ 47,272.00
LAPEER	\$ 64,641.00
LEELANAU	\$ 33,383.00
LENAWEE	\$ 73,206.00
LIVINGSTON	\$ 59,238.00
LUCE	\$ 65,018.00
MACKINAC	\$ 76,674.00
MACOMB	\$ 114,651.00
MANISTEE	\$ 46,785.00
MARQUETTE	\$ 142,715.00
MASON	\$ 39,193.00
MECOSTA	\$ 50,097.00
MENOMINEE	\$ 75,742.00
MIDLAND	\$ 54,184.00

COUNTY	2025 GRANT
MISSAUKEE	\$ 44,809.00
MONROE	\$ 68,517.00
MONTCALM	\$ 67,054.00
MONTMORENCY	\$ 43,213.00
MUSKEGON	\$ 54,658.00
NEWAYGO	\$ 72,805.00
OAKLAND	\$ 172,709.00
OCEANA	\$ 45,961.00
OGEMAW	\$ 47,666.00
ONTONAGON	\$ 94,210.00
OSCEOLA	\$ 46,581.00
OSCODA	\$ 43,432.00
OTSEGO	\$ 45,863.00
OTTAWA	\$ 67,035.00
PRESQUE ISLE	\$ 51,532.00
ROSCOMMON	\$ 47,448.00
SAGINAW	\$ 92,100.00
ST. CLAIR	\$ 85,140.00
ST. JOSEPH	\$ 48,695.00
SANILAC	\$ 78,369.00
SCHOOLCRAFT	\$ 85,423.00
SHIAWASSEE	\$ 52,343.00
TUSCOLA	\$ 69,529.00
VAN BUREN	\$ 61,902.00
WASHTENAW	\$ 103,170.00
WAYNE	\$ 193,117.00
WEXFORD	\$ 48,570.00
TOTAL	\$ 5,499,996.00

**COUNTY OF HOUGHTON
Conference or Other Travel Request**

Reason for Travel: CER/CEO Certification Exam
 Dates of Travel: Nov 10th - Nov 12th, 2024

Check any of the following as applicable for this travel request:

Required Training		Conference Attendance:		Association Meeting:	
Needed for License		Annual		Annual	
Needed for Certification	✓	Bi-Annual		Bi-Annual	
State or Other Mandate		Other		Other	
Seminar				Training Not Required	

This request is included in the Department Budget: Yes No

Estimated costs to be requested for payment from Houghton County
Hotel (2 nights) - \$211.68 LEC campus

Portion of costs to be paid other than by Houghton County: 0

Submitted by: Delaney Ruotsala Title 9th District court recorder Date 9/11/24

 _____ Approved _____ Disapproved by the Houghton County Board of
 Commissioners at their meeting held on _____

Signed: _____ Title: _____
 Date: _____

101-136-813.000



STATEMENT

Copper Country Community Mental Health
 901 W. Memorial Drive
 Houghton MI 49931
 (906) 482-9400 Ext. 0146

Date:	9/30/2024
Account:	00052

Amount Paid:	
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HOUGHTON COUNTY TREASURER
 401 E HOUGHTON AVENUE
 HOUGHTON MI 49931

Payment Terms: NET 30

Deposits Received: \$0.00

^Please return this portion with your payment^

Document No.	Date	Code	Description	Amount	Balance
INV00000030000000165	8/28/2024	SLS	1/12th Appropriation	\$13,707.91	\$13,707.91
INV00000030000000166	9/28/2024	SLS	1/12th Appropriation	\$13,707.91	\$27,415.82
				Amount Due:	\$27,415.82

<u>Current</u>	<u>1-30 Days</u>	<u>31 - 60 Days</u>	<u>61 - 90 Days</u>	<u>Over 90 Days</u>
\$13,707.91	\$13,707.91	\$0.00	\$0.00	\$0.00

Codes: SLS = Sales / Invoices
 DR = Debit Memos

CR = Credit Memos
 RTN = Returns

PMT = Payments



Western Upper Peninsula Health Department

10/1/2024

540 Depot St., Hancock, MI 49930
Phone (906) 482-7382, Fax (906) 482-9410

Invoice

9250003

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

Fiscal Year 2025 - First Quarter
October - December 2024

Charge Date	Description	Qty	Unit Price	Amount
10/1/2024	Quarterly Appropriations - Houghton County, October-December 2024	0.00	0.00	\$68,960.00

Payment Terms: Net 30 Days

Please return bottom portion with your payment.

Total: \$68,960.00

Customer ID HTN CTY

Invoice ID 9250003

Customer Name Houghton County

Invoice Date 10/1/2024

Charge Date	Description	Qty	Unit Price	Amount
10/1/2024	Quarterly Appropriations - Houghton County, October-December 2024	0.00	0.00	\$68,960.00

Payment Terms: Net 30 Days

Total: \$68,960.00

Fiscal Year 2025 - First Quarter
October - December 2024



Keweenaw

CHAMBER OF COMMERCE
AT THE CENTER OF OUR COMMUNITY

902 College Ave.
Houghton, MI 49931
(906) 482-5240
info@keweenaw.org

Invoice

Invoice Date: 9/5/2024
Invoice Number: 13475

Houghton County
Elizabeth Bjorn
401 E. Houghton Avenue
Houghton, MI 49931

		Terms	Due Date
		Net 30	10/5/2024
Description	Quantity	Rate	Amount
Annual Fees AND Dues \$400	1	\$400.00	\$400.00
Subtotal:			\$400.00
Tax:			\$0.00
Total:			\$400.00
Payment/Credit Applied:			\$0.00
Balance:			\$400.00

Thank you for your support of the **Keweenaw Chamber of Commerce**

Please return this portion with your payment.

Member Name: Houghton County

Invoice #: 13475

Payment Amount: \$ _____

Payment Method: Check # _____ Credit Card

Make all checks payable to **Keweenaw Chamber of Commerce** or enter credit card information below.

Enter Credit Card Billing Address (inc. zip code)

Address _____

City/State/Zip _____

Credit Card #: _____ Exp. Date: _____ CVV Code (3 digits on back of card) _____

Name on Card: _____ Signature: _____