

Memo

TO: Chelsea Rheault, Administrator & Tom Tikkanen, Chairman
FROM: Jeff Ratcliffe, Houghton County Revolving Loan Fund (HCRLF) Manager
RE: Public Hearing for the Closeout of Gabby's Guppies LLC HCRLF Loan
DATE: August 5, 2026

The purpose of this public hearing is to take public comment related to the closeout of the Community Development Block Grant (CDBG) capitalized Houghton County Revolving Loan Fund loan to Gabby's Guppies LLC in Hancock. This hearing is a required final step in the use of the CDBG funds.

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

The original loan made in April of 2025 was for \$60,000 at 7% interest amortized over 10 years with monthly payments of \$696.65. The current balance as of August is \$54,945.67. The loan is still being paid and all payments have and continued to be current. The business created 10 jobs as agreed. The Michigan Economic Development Corporation staff have determined that the loan can be closed out for the purposes of compliance reporting on the loan other than as noted above.

July 27, 2026

This item was reviewed during the BOC August Work Session Meeting, and is being forwarded to the BOC August Regular Meeting, for purpose of developing a response to the original request

To: Houghton County Board of Commissioners
From: Chelsea Rheault, County Administrator
Subject: George Gipp Recreation Arena Annexation Request

Members of the Board,

On June 12, 2026, Ian Lewis, Village Manager for the Village of Laurium, submitted an email to County Clerk Jennifer Kelly requesting that the Houghton County Board of Commissioners place the Village's request regarding the Final Order for the annexation of the George Gipp Recreation Arena on an upcoming Board agenda for discussion.

On June 14, 2026, Clerk Kelly forwarded Mr. Lewis's email to Chairman Tom Tikkanen and me for review. A copy of Mr. Lewis's correspondence is attached following this memorandum.

At the direction of the Board, I requested a legal opinion from the County's legal counsel regarding this matter. Legal counsel provided the requested opinion on June 24, 2026. On June 25, 2026, I distributed the legal opinion to the full Board of Commissioners and requested direction regarding how the Board wished to proceed.

After receiving no response, I sent a follow-up email to the Board on July 7, 2026, asking whether the matter should be placed on the agenda for an upcoming Board meeting. To date, I have not received direction from the Board, and no response has been provided to Mr. Lewis on behalf of the County.

Attached following this memorandum is a copy of the legal opinion from County legal counsel. Please note that the legal opinion is subject to the attorney-client privilege.

At this time, I respectfully request that the Boards review and to provide direction regarding how it wishes to proceed with Mr. Lewis's request so that an appropriate response may be provided and any necessary action may be taken.

Respectfully submitted,

Chelsea Rheault
County Administrator



Fw: Annexation of the George Gipp Recreation Area

From Jennifer Kelly <countyclerk@houghtoncounty.gov>

Date Sun 6/14/2026 10:00 AM

To Chelsea Rheault <chelsea@houghtoncounty.gov>; Tom Tikkanen <tom.tikkanen@houghtoncounty.gov>

I told Ian I was forwarding his email to you both and someone would respond to him. Thank you.

If you have any questions, or need further assistance, please let me know.

Sincerely,

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

From: Village of Laurium Manager <manager@villageoflaurium.com>

Sent: Friday, June 12, 2026 9:37 AM

To: Jennifer Kelly <countyclerk@houghtoncounty.gov>

Cc: Village of Laurium Accounts Clerk <accountsclerk@villageoflaurium.com>

Subject: RE: Annexation of the George Gipp Recreation Area

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

Hi Jennifer – I hope all is well!

Quick question: Can the Village of Laurium be added to the County's next agenda to discuss finalizing the Final Order document for the annexation of the George Gipp Recreation Area that should have been completed in 1975? I believe that the current county officials are legally allowed to sign the finalizing document that allows for the land to officially transfer to Laurium from Calumet Township because it was unanimously approved in 1975 during the Board of Commissioners meeting.

For the past 50 years, the Village and the Township have been operating under the belief that this transfer had already finalized, which can be established based upon the buildings that had been built on the property since 1975 (i.e., Ice Arena building, salt shed building, and the airport was turned into our old dpw garage).

However, we found out a few months ago that the final order of annexation document was not signed after the County Board approved the annexation. I do not believe that simple clerical oversight from back in 1975 is allowed to halt the final order of annexation from being effectuated after it was unanimously approved by the 1975 County Board with no opposition to the annexation. I'm not sure who the attorney is for the County; however, they may want to be brought in on this discussion just so that they can verify my opinion.

If the County Attorney agrees with my opinion, then I would request that the County prepare the final order of annexation so that the Village of Laurium can officially get our property annexed. If they do not, then I will have our attorney research the issue and see what the next steps would be for the Village. If you have any questions, please feel free to reach out to me. Thanks, Jennifer!

Best,

Ian Lewis, J.D., MPA
Village of Laurium Manager
Phone: 906-337-1600

Board Statement – Request for Approval to Issue Auditor RFP/RFI

Members of the Board,

Our current audit firm, Anderson Tackman, is not under contract to perform the County's upcoming annual financial audit. To ensure a fair, transparent, and competitive procurement process, we are requesting authorization to issue a Request for Proposals (RFP) (or Request for Information (RFI), if that is the Board's preference) for professional auditing services.

The Deputy Finance Manager has prepared the proposed solicitation documents, and staff is requesting authorization to publish the notice for a period of thirty (30) days. During that time, qualified auditing firms will have the opportunity to submit proposals for the Board's consideration.

Following the submission deadline, the Finance Manager and Deputy Finance Manager will review the proposals, evaluate each firm's qualifications, experience, proposed approach, and cost, and present a recommendation to the Board of Commissioners during a public meeting. The final selection of the County's audit firm will remain at the discretion of the Board.

Staff respectfully requests the Board's approval to issue the solicitation and begin the procurement process.

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



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

HOUGHTON COUNTY, MICHIGAN

Request for Information (RFI)

Independent Auditing Services

Issued: 8/4/2026

Response Due: 8/31/2026

Submit Responses To:

Kyle Selmsen

Houghton County

Finance Manager

accounting@houghtoncounty.net

1. Purpose

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

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

2. Background

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

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

3. Information Requested

Please provide a written response addressing the following:

A. Firm Overview

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

B. Audit Capabilities

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

C. Capacity and Availability

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

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



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

D. Staffing Plan

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

E. Pricing Structure

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

F. References

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

G. Additional Information

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

4. Submission Instructions

Please submit your RFI response as a single PDF document by email to:

Kyle Selmsen

Houghton County

Finance Manager

accounting@houghtoncounty.net

Submissions are due no later than **8/31/2025**. Responses received after the deadline may not be considered.

5. Disclaimer

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



**HOUGHTON COUNTY
BOARD OF COMMISSIONERS**

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

**RESOLUTION OPPOSING
LEGISLATION TO DISSOLVE THE UPPER PENINSULA COMMUNITY MENTAL HEALTH
SYSTEM INTO A SINGLE SPECIALIZED REGIONAL MENTAL HEALTH AUTHORITY
RESOLUTION #26-16**

WHEREAS, the Upper Peninsula Community Mental Health (CMH) and Prepaid Inpatient Health Plan (PIHP) system has historically operated under a decentralized, community-based model intended to preserve local control, responsiveness, and accountability to the residents of each county; and

WHEREAS, Senator McBroom's proposal would require the dissolution and consolidation of all five Upper Peninsula CMHs into a single specialized regional mental health authority, thereby transferring governance and operational authority from local entities to a centralized regional structure; and

WHEREAS, the Houghton County Board of Commissioners recognizes and appreciates efforts to improve behavioral health outcomes in the Upper Peninsula, including efforts to expand access to psychiatric inpatient services, the Board finds that the proposed legislation presents substantial governance, policy, and fiscal concerns; and

WHEREAS, the proposed legislation is inconsistent with the longstanding principles of the Michigan Mental Health Code, which has favored decentralized, community-driven CMH systems over centralized institutional models; and

WHEREAS, a single specialized regional authority serving all fifteen Upper Peninsula counties would reduce local responsiveness and community control by removing decision-making authority from locally based CMH programs that understand the distinct geographic, demographic, and service delivery needs of their communities; and

WHEREAS, the proposal would effectively expose counties to expanded and potentially uncapped fiscal liability by eliminating the current statutory framework that defines and limits county financial responsibility, including formula-based protections established under Michigan law; and

WHEREAS, under the proposed structure, counties could become jointly responsible for the financial performance and obligations of a single specialized regional entity without clear statutory limits on deficits, extraordinary costs, capital obligations, or long-term psychiatric inpatient liabilities; and

WHEREAS, the proposed legislation would require the single specialized regional entity to assume responsibility for long-term psychiatric inpatient services, including facility ownership or leasing, staffing, and operations, without clearly identified and sustainable funding parameters; and

WHEREAS, psychiatric inpatient services are capital-intensive and historically underfunded, and any expansion of inpatient capacity must account for workforce constraints, regulatory requirements, and the limitations on the use of Medicaid and opioid settlement funds; and

WHEREAS, the County Board believes that durable improvements in behavioral health services in the Upper Peninsula should be developed through consultation with subject matter experts, local providers, county officials, and community stakeholders in a manner that strengthens services without undermining local governance or long-term sustainability; and

NOW, THEREFORE, BE IT RESOLVED, that the Houghton County Board of Commissioners hereby opposes legislation that would dissolve the existing Upper Peninsula Community Mental Health system into a single specialized regional mental health authority; and

BE IT FURTHER RESOLVED, that the Houghton County Board of Commissioners urges the Michigan Legislature and all relevant policymakers to reject any proposal that removes local control, weakens community responsiveness, or imposes uncertain and potentially unlimited fiscal liability upon counties; and

BE IT FURTHER RESOLVED, that the Houghton County Board of Commissioners supports collaborative, sustainable, and community-driven approaches to strengthening behavioral health services in the Upper Peninsula, including solutions that address access, workforce, funding, and inpatient capacity without compromising local accountability.

AND BE IT FURTHER RESOLVED, to send a copy of this resolution to the Governor of Michigan, the Michigan Senate, the Michigan House of Representatives, Senator Ed McBroom, and other interested parties.

Motion Made By:

Motion Supported By:

Roll Call Vote:

Ayes:

Nays: None

Absent: None

Dated: _____

Tom Tikkanen, Chair
Houghton County Board of Commissioners

RESOLUTION DECLARED ADOPTED.

I, Jennifer Kelly, Clerk of Houghton County, do hereby certify and set my seal to the above Resolution as adopted August 5, 2026, at the Houghton County Courthouse, 401 East Houghton Avenue, Houghton, MI 49931.

Jennifer Kelly, Houghton County Clerk

10:01 AM

08/04/26

Accrual Basis

Tri-County Public Defenders

Profit & Loss Detail

July 2026

Type	Date	Num	Name	Memo	Class	Clr	Split	Amount
Ordinary Income/Expense								
Income								
42000 · State Income								
Deposit	07/23/2026		Tri-County Public De...	June, 2026 Expenses			10000 · T...	74,698.58
Total 42000 · State Income								74,698.58
Total Income								74,698.58
Expense								
51000 · Salaries & Wages								
General Journal	07/03/2026	25-28		Bi-weekly payroll journal			-SPLIT-	23,213.69
General Journal	07/15/2026	25-29		Bi-weekly payroll journal			-SPLIT-	23,213.69
General Journal	07/31/2026	25-30		Bi-weekly payroll journal			-SPLIT-	23,309.84
Total 51000 · Salaries & Wages								69,737.22
52000 · Payroll Taxes								
General Journal	07/03/2026	25-28		Bi-weekly payroll journal			51000 · S...	1,775.83
General Journal	07/15/2026	25-29		Bi-weekly payroll journal			51000 · S...	1,775.83
General Journal	07/31/2026	25-30		Bi-weekly payroll journal			51000 · S...	1,783.19
Total 52000 · Payroll Taxes								5,334.85
53000 · Employee Benefits								
53100 · Health Insurance								
Check	07/16/2026	EFT	Blue Cross Blue Shi...				10000 · T...	8,077.32
Total 53100 · Health Insurance								8,077.32
53201 · Life and disability Ins.								
Check	07/16/2026	EFT	UNUM				10000 · T...	858.56
Total 53201 · Life and disability Ins.								858.56
Total 53000 · Employee Benefits								8,935.88
56000 · Mileage								
Check	07/06/2026	4501	David Gentignani	890 miles @ 72.5			10000 · T...	645.25
Check	07/06/2026	4502	Joshua Makkonen	980 miles @ 72.5			10000 · T...	710.50
Check	07/06/2026	4503	Mandy Daniels	340 miles @ 72.5			10000 · T...	246.50
Check	07/06/2026	4504	Cameron Herrington	770 miles @ 72.5			10000 · T...	558.25
Total 56000 · Mileage								2,160.50
58000 · Direct Case Costs								
58020 · Criminal History Report								
Check	07/02/2026	EFT	Michigan State Police	ICHA/T/Gavin Loonsfoot			10000 · T...	10.00
Check	07/06/2026	EFT	Michigan State Police	ICHA/T/Joseph Julio			10000 · T...	10.00
Check	07/07/2026	EFT	Michigan State Police	ICHA/T/Brandi Denonnie			10000 · T...	10.00
Check	07/08/2026	EFT	Michigan State Police	ICHA/T/Sean Foucault			10000 · T...	10.00

10:01 AM
08/04/26
Accrual Basis

Tri-County Public Defenders
Profit & Loss Detail
July 2026

Type	Date	Num	Name	Memo	Class	Clr	Split	Amount
Check	07/08/2026	EFT	Michigan State Police	ichal/reina hill			10000 · T...	10.00
Check	07/10/2026	EFT	Michigan State Police	ICHAT/Amber Christopher			10000 · T...	10.00
Check	07/16/2026	EFT	Michigan State Police	ICHAT/Fawn Wiltala			10000 · T...	10.00
Check	07/22/2026	EFT	Michigan State Police	ichal/Camryn Rice			10000 · T...	10.00
Check	07/29/2026	EFT	Michigan State Police	ICHAT/Ryan Tammelin			10000 · T...	10.00
Check	07/29/2026	EFT	Michigan State Police	ICHAT/Ryan Tammelin and...			10000 · T...	20.00
Total 58020 · Criminal History Report								
58050 · Transcripts								
Check	07/09/2026	4505	Baraga Probate Court	transcript of Gavin Loonsto...			10000 · T...	10.00
Check	07/09/2026	4513	Delaney Ruotsala	PE transcript/Ricky Leroy S...			10000 · T...	50.00
Check	07/09/2026	4513	Delaney Ruotsala				10000 · T...	0.00
Check	07/09/2026	4513	Delaney Ruotsala				10000 · T...	0.00
Check	07/09/2026	4513	Delaney Ruotsala				10000 · T...	0.00
Check	07/29/2026	4520	LeAnn A. Puida	Transcript fees: Westphal			10000 · T...	72.90
Total 58050 · Transcripts								
Total 58000 · Direct Case Costs								
64300 · Legal Research Online								
Check	07/09/2026	4510	Lexis Nexis	Invoice #3096535793			10000 · T...	895.13
Total 64300 · Legal Research Online								
65100 · Internet and Fax Line								
Check	07/16/2026	4515	Charter Communica...				10000 · T...	208.47
Total 65100 · Internet and Fax Line								
65200 · Website								
Check	07/09/2026	4514	Opus Web Technolo...	Invoice #17516			10000 · T...	75.00
Check	07/29/2026	4519	Opus Web Technolo...				10000 · T...	75.00
Total 65200 · Website								
66200 · Office Supplies/Expenses								
Check	07/09/2026	4509	Wandel's Watercare	water			10000 · T...	53.75
Total 66200 · Office Supplies/Expenses								
66500 · Repairs and Maintenance								
66520 · Cleaning/Janitorial								
Check	07/09/2026	4512	A+ Pest Management	pesticide spraying			10000 · T...	42.00
Total 66520 · Cleaning/Janitorial								
66540 · Covid Cleaning & Supplies								
Check	07/09/2026	4508	Office Express UP	Invoice #200939 - service d...			10000 · T...	180.00

10:01 AM
08/04/26
Accrual Basis

Tri-County Public Defenders Profit & Loss Detail July 2026

Type	Date	Num	Name	Memo	Class	Clr	Split	Amount
Total 66540 · Covid Cleaning & Supplies								
								180.00
Total 66500 · Repairs and Maintenance								
								222.00
66571 · Computer backup, remote service								
Check	07/09/2026	4506	UP And Running	Invoice #47299, 47300			10000 · T...	1,329.00
								1,329.00
Total 66571 · Computer backup, remote service								
								1,329.00
67000 · Professional Fees								
67100 · Accounting fees & payroll exp								
Check	07/03/2026	EFT	Paychex Fees				10100 · T...	196.35
Check	07/17/2026	EFT	Paychex Fees				10100 · T...	196.35
Check	07/31/2026	EFT	Paychex Fees				10100 · T...	196.35
								589.05
Total 67100 · Accounting fees & payroll exp								
								589.05
Total 67000 · Professional Fees								
								589.05
67500 · Rent Expense								
67510 · Building Rent								
Check	07/06/2026	4493	David Gemignani	July, 2026 rent			10000 · T...	2,500.00
								2,500.00
Total 67510 · Building Rent								
								2,500.00
67525 · Copier Lease & Maintenance Cont								
Check	07/06/2026	4488	OPG	VOID:		X	10000 · T...	0.00
Check	07/06/2026	4489	OPG	VOID:		X	10000 · T...	0.00
Check	07/06/2026	4490	OPG	VOID:		X	10000 · T...	0.00
Check	07/06/2026	4491	OPG	VOID:		X	10000 · T...	0.00
Check	07/06/2026	4492	OPG	VOID:		X	10000 · T...	0.00
Check	07/16/2026	4518	Phoenix Funding	VOID:			10000 · T...	179.47
								179.47
Total 67525 · Copier Lease & Maintenance Cont								
								179.47
Total 67500 · Rent Expense								
								2,679.47
67700 · Cell phone reimbursement								
Check	07/06/2026	4494	David Gemignani	7/26 reimb			10000 · T...	40.00
Check	07/06/2026	4495	Ann Harris	7/26 reimb			10000 · T...	40.00
Check	07/06/2026	4496	Cameron Herrington	7/26 reimb			10000 · T...	40.00
Check	07/06/2026	4497	Joshua Makkonen	7/26 reimb			10000 · T...	40.00
Check	07/06/2026	4498	Taryn C. Clisch	7/26 reimb			10000 · T...	40.00
Check	07/06/2026	4499	Mandy Daniels	7/26 reimb			10000 · T...	40.00
Check	07/06/2026	4500	Michelle A. Clisch	7/26 reimb			10000 · T...	40.00
								280.00
Total 67700 · Cell phone reimbursement								
								280.00
68500 · Utilities								
68510 · Electric								

10:01 AM
08/04/26
Accrual Basis

Tri-County Public Defenders
Profit & Loss Detail
July 2026

Type	Date	Num	Name	Memo	Class	Cir	Split	Amount
Check	07/16/2026	4517	UPPCO				10000 - T...	235.64
Total 68510 - Electric								235.64
Check	07/09/2026	4511	Semco				10000 - T...	46.50
Total 68520 - Gas								46.50
Check	07/16/2026	4516	City of Houghton				10000 - T...	27.93
Total 68550 - Water and Sewer								27.93
Total 68500 - Utilities								310.07
Total Expense								93,128.29
Net Ordinary Income								-18,429.71
Net Income								-18,429.71

Tri-County Public Defenders
Profit & Loss Detail
July 2026

Balance	
	74,698.58
	74,698.58
	74,698.58
	23,213.69
	46,427.38
	69,737.22
	69,737.22
	1,775.83
	3,551.66
	5,334.85
	5,334.85
	8,077.32
	8,077.32
	858.56
	858.56
	8,935.88
	645.25
	1,355.75
	1,602.25
	2,160.50
	2,160.50
	10.00
	20.00
	30.00
	40.00

Tri-County Public Defenders
Profit & Loss Detail
July 2026

Balance
50.00
60.00
70.00
80.00
90.00
110.00
110.00
10.00
60.00
60.00
60.00
60.00
132.90
132.90
132.90
242.90
895.13
895.13
208.47
208.47
208.47
75.00
150.00
150.00
53.75
53.75
42.00
42.00
180.00

Tri-County Public Defenders
Profit & Loss Detail
July 2026

Balance	
180.00	
222.00	
1,329.00	
1,329.00	
196.35	
392.70	
589.05	
589.05	
589.05	
2,500.00	
2,500.00	
0.00	
0.00	
0.00	
0.00	
0.00	
179.47	
179.47	
2,679.47	
40.00	
80.00	
120.00	
160.00	
200.00	
240.00	
280.00	
280.00	

10:01 AM

08/04/26

Accrual Basis

Tri-County Public Defenders
Profit & Loss Detail
July 2026

Balance	
235.64	
235.64	
46.50	
46.50	
27.93	
27.93	
310.07	
93,128.29	
-18,429.71	
-18,429.71	

COUNTY OF HOUGHTON
Conference or Other Travel Request

Reason for Travel: The POOL's Annual Summit (Health Ins.)
 Dates of Travel: September 8-10, 2020

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

Required Training		Conference Attendance:		Association Meeting:	
Needed for License		Annual	X	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: X Yes No

Estimated costs to be requested for payment from Houghton County
\$ 823.64

Portion of costs to be paid other than by Houghton County: N/A

Submitted by: Paige Setter-Hallwach Title Admin Coord. / HR Date 7/27/2020

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

Signed: _____ Title: _____
Date: _____

COUNTY OF HOUGHTON
Conference or Other Travel Request

Reason for Travel: The POOL's Annual Summit (Health Ins.)
Dates of Travel: September 8-10, 2020

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: X Yes No

Estimated costs to be requested for payment from Houghton County

\$ 823.64

Portion of costs to be paid other than by Houghton County: N/A

Submitted by: Chelsea Rheault Title Admin. Date 7/27/2020

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

Signed: Title:

Date:

Reason for Travel: MGFOA Fall Training Institute
 Dates of Travel: September 13-17, 2026

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

\$ 450 conference Registration
\$ 795 Hotel

Submitted by: Chelsea Rheault Title Admin. Date 7/27/2026

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

Signed: _____ Title: _____
Date: _____

COUNTY OF HOUGHTON
Conference or Other Travel Request

Reason for Travel: MERS Annual Conference
 Dates of Travel: October 7-10, 2026

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

Required Training		Conference Attendance:		Association Meeting:	
Needed for License		Annual	X	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: X Yes No

Estimated costs to be requested for payment from Houghton County
\$ 358.00

Portion of costs to be paid other than by Houghton County: N/A

Submitted by: Paige Setter-Hallwachs Title Admin. Coord. / HR Date 7/27/2026

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

Signed: _____ Title: _____
Date: _____

Reason for Travel: MERS Annual Conference
 Dates of Travel: October 7-10, 2026

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

\$ 358.00

Submitted by: Cheisea Rheault Title Admin Date 7/27/2026

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

Date: _____



**Houghton County
Board of Commissioners
Agenda Item Request Form**

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

Submitter Information:

- **Name:** Derrick Morris
- **Department/Organization (if applicable):** FOC
- **Phone Number:** 906 482 2102
- **Email Address:** morrisd19@michigan.gov

Agenda Item Details:

- **Title of Agenda Item:** Travel
- **Requested Meeting Date:** 8/11/2026
- **Brief Description of the Item (include any decisions needed):**

Michigan Family Child Support Conference. FOC would like to send two people
October 20th till 23rd.

- **Are you requesting time to speak at the meeting?**

☐ Yes
☒ No

- **Supporting Documents Attached?**

☐ Yes
☐ No

(If yes, please list): _____

Signature: 

Date: 8/7/26

INVOICE

BILL TO
Ben Larson
Houghton County
401 East Houghton
Houghton, MI 49931

INVOICE m3392
DATE 06/09/2026

DESCRIPTION

2026-2027 County Dues

AMOUNT

5,610.82

Please remit checks to:
Michigan Association of Counties
110 W Michigan Ave., Suite 200
Lansing, MI 48933

BALANCE DUE

\$5,610.82

ACH Payments:
Contact amberlton@micounties.org

Ways to pay



View and pay

Approved / Denied
for payment at
8.11.26 BOC Mtg.
101-101-815.000