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**County of Montmorency Board of Commissioners**

# FPS Committee Meeting
## Agenda
## September 21, 2026
## 1:00 PM
### Boardroom/Courtroom B

1. Call to Order
2. Limited Public Comment *(3 minutes)*
3. Approval of Agenda
4. Approval of Minutes:
    a. September 8, 2026
5. Finance:
    a. Probate Budget Appropriation Increase Request
    b. Radzibon Attorney Contract Renewal FY27
    c. Family & LGAL Attorney Contract Renewal FY27
    d. November Election Budget Adjustment
6. Personnel Updates: NONE ( CPE Budget Adj. ~~PSC~~. Admin Asst interviews)
7. Sheriff: NONE
8. Claims & Accounts: September 11, 2026, through September 24, 2026
9. Adjourn

Next FPS Committee Meeting: October 5, 2026 at 1:00 PM

*THIS MEETING IS OPEN TO ALL MEMBERS OF THE PUBLIC UNDER OPEN MEETINGS ACT OF MICHIGAN, PURSUANT TO PUBLIC ACT 267 OF 1976* ***PLEASE SILENCE ALL CELL PHONES. PROFANITY AND PERSONAL ATTACKS WILL NOT BE TOLERATED.***

MINUTES OF FINANCE, PERSONNEL, SHERIFF
COMMITTEE MEETING HELD SEPTEMBER 21, 2026

PRESENT: Commissioner Hardies, Commissioner Hamlin

ALSO PRESENT: Cheryl Neilsen, County Clerk; Dawn Hubbard, Administrative Assistant; Aprille Williamson, County Controller, Jodi Gordon, Probate Registrar

PUBLIC COMMENT: None

AGENDA:
Motion by Hardies, seconded by Hamlin approving the agenda with the addition of CPE Budget Adjustment. All in favor.

MINUTES:
Motion by Hamlin, seconded by Hardies approving the September 8, 2026, FPS minutes. All in favor.

FINANCE:
PROBATE BUDGET APPROPRIATION INCREASE REQUEST: Jodi Gordon, Probate Registrar present. Requesting a line increase to 101-294-807.000 in the amount of $4403.00. Discussion. To hold off on the request and review request again towards the end of the year.

RADZIBON ATTY CONTRACT RENEWAL 2027/FAMILY & LGAL ATTORNEY CONTRACT RENEWAL 2027:
2027 Contract for Radzibon submitted. Discussion on increase request. Jodi to inquire about leaving the contract at the current 2026 rate, will bring back to the board. Controller seeking caseload report from Circuit Court Administrator on family and LGAL.

NOVEMBER ELECTION BUDGET ADJUSTMENT: Clerk Neilsen requested additional funds for election supplies and per-dem lines. Discussion. Revenue for township reimbursement never included in budget and that will offset the additional amount needed for the November election (see attached). No action required by the board.

CPE BUDGET ADJUSTMENT: Due to rising gas costs budget adjustments need done. Proposing to take money from personnel lines to cover as the CPE monies will supplement those same lines for training hours already used. Discussion. Motion Hardies, second Hamlin for the adjustment as indicated on Budget Adjustment Request Form (see attached). All in favor. To bring before the full board at this week's meeting to confirm the adjustment.

PERSONNEL UPDATES:
Discussed how interviewing process is going for the Administrative Assistant position which will become vacant soon.

SHERIFF:
Sheriff not present. Union negotiations have started and meeting held.

CLAIMS AND ACCOUNTS SEPT. 11, 2026 – SEPT. 24, 2026:

| | |
|---|---|
| CLAIMS | $ 32,715.77 |
| EFT'S | $ 135,678.32 |
| DESK CHECKS | $ 28,462.54 |
| TOTAL: | $ 196,856.63 |

1:34 P.M. Committee adjourned.

Minutes submitted by:

Cheryl A Neilsen

Cheryl A. Neilsen, MCCO
Montmorency County Clerk
Approved: 10/5/26

[redacted]

**Date Submitted:** 9/17/2026

**Department:** Elections

**Requested By:** Cheryl Neilsen

| Transfer From GL Line #: | Transfer To GL Line #: | Amount |
|---|---|---|
| GF Balance | 101-000-613.000 | $18,000 |
| GF Balance | 101-262-752.000 | $16,000 |
| GF Balance | 101-262-704.000 | $2,000 |
| | | |
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| | | |

**Reason for Budget Adjustment:**
Local reimbursements for election costs - no revenue was budgeted for iin FY26, increasing revenue line by $18,000; supplies and per diem costs was higher than expected and with November election, an increase to those expense lines is needed. Offsetting that additional expense with the increased revenue. No change to general fund.

**Authorized By:** Cheryl A. Neilsen

**Controller Approval:**

***Note: Provide supporting documentation for reference. All requests will follow the approval process described in the approved General Appropriations Act.***

## Submit Budget Requst to the Controller's Office

**For Adjustments Over $5,000/Under $10,000 - FPS Approval Date:** _____

**For Adjustments Over $10,000 - BOC Approval Date:** _____

[redacted]

**Date Submitted:** 9/21/2026

**Department:** Controller - on behalf of MCSD

**Requested By:** Aprille Williamson

| Transfer From GL Line #: | Transfer To GL Line #: | Amount |
|---|---|---|
| 101-301-702.000 | 101-301-861.000 | $9,648.65 |
| 101-301-710.000 | 101-301-861.000 | $738.12 |
| | | |
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**Reason for Budget Adjustment:**

CPE Funds are covering multiple training hours for deputies for MCOLES certifications transfering those costs to those lines. This will allow $10,386.77 within the sheriff department full-time wages & FICA lines to be available. With the cost of gas prices drastically increasing, requesting approval to move these funds to the gas line to cover the additional costs for FY26.

**Authorized By:** Aprille Williamson

**Controller Approval:** Aprille Williamson

***Note: Provide supporting documentation for reference. All requests will follow the approval process described in the approved General Appropriations Act.***

## Submit Budget Requst to the Controller's Office

**For Adjustments Over $5,000/Under $10,000 - FPS Approval Date:** _____

**For Adjustments Over $10,000 - BOC Approval Date:** _____

**Finance Report**

| Check Date | Bank | Check | Module | Vendor | Vendor Name | Description | Amount |
|---|---|---|---|---|---|---|---|
| **Bank GFCKG ACCT PAYABLE CHECKING - Desk Checks** | | | | | | | |
| 09/11/2026 | GFCKG | 109089 | AP | 768 | AMERICAN MODERN HOMES INS. | 1998-1085-FH RESTITUTION-PRIDEMO | 150.00 |
| 09/11/2026 | GFCKG | 109090 | AP | 6262 | ASSISTING SERVICES BY KATHLEEN ROBSON | SEPTEMBER 2026 - MONTHLY GUARDIAN FEES - CASEY WILLIAMS - 20-0078 | 83.00 |
| 09/11/2026 | GFCKG | 109091 | AP | 1269 | COBB, RUSSELL & CINDY | RESTITUTION PD BY DAVID GOODWILL 06-1399-FC | 109.85 |
| 09/11/2026 | GFCKG | 109092 | AP | 5992 | COPPO, STEVEN | RESTITUTION - JUSTICE WILSON - 23-5221-FJ | 50.00 |
| 09/11/2026 | GFCKG | 109093 | AP | 4516 | CRIME VICTIM COMPENSATION BOARD | REST PD BY KYLE BOLDREY - 1206-4007FC - CLAIM#170053-JEFFREY BAUR | 204.44 |
| 09/11/2026 | GFCKG | 109094 | AP | 4516 | CRIME VICTIM COMPENSATION BOARD | REST PD BY DANIEL BOLEN -23-5342FH - CLAIM#241041 - DANIEL BOLEN | 3,966.00 |
| 09/11/2026 | GFCKG | 109095 | AP | 5993 | FROST, MICHAEL | RESTITUTION - JUSTICE WILSON - 23-5221-FJ | 50.00 |
| 09/11/2026 | GFCKG | 109096 | AP | 2596 | HILLMAN FIRE DEPT. & EMS | RESTITUTION PAID BY D. SZLAG - 23-5399-FH | 230.00 |
| 09/11/2026 | GFCKG | 109097 | AP | 5667 | KRUMBACH, PAULINE | RESTITUTION PD JOEL KRUMBACH 22-5163-FH | 15.00 |
| 09/11/2026 | GFCKG | 109098 | AP | 6298 | MACARTHUR, LISA | GUARDIAN SERVICES FOR JOHN FAZEKAS - JUNE - SEPTEMBER 2026 | 880.20 |
| 09/11/2026 | GFCKG | 109099 | AP | 6301 | MALEY, AUTUMN | RESTITUTION PAID BY DANIEL BOLEN - 23-5342FH | 8,054.16 |
| 09/11/2026 | GFCKG | 109100 | AP | 342 | MI ASSOC OF REGISTER OF DEEDS | 112TH ANNUAL EDUCATION CONFERENCE - 2026 - T. WALKER | 400.00 |
| 09/11/2026 | GFCKG | 109101 | AP | 338 | MI CONFIDENTIAL DOCUMENT | SHREDDING SERVICE - PROBATE 9.4.26 | 55.00 |
| 09/11/2026 | GFCKG | 109102 | AP | 5122 | MILLER, WILLIAM, JR. | RESTITUTION PD BY JOSEPH SPRY 20-4818-FC | 50.00 |
| 09/11/2026 | GFCKG | 109103 | AP | 1110 | TALLEY'S LOG CABIN | RESTITUTION - SHATTUCK, PAUL 23-5241-FH | 205.10 |
| 09/11/2026 | GFCKG | 109104 | AP | 580 | UNITED COUNTY OFFICERS ASSOC | 2026 FALL CONFERENCE - OCTOBER 11-13, 2026 - TERESA | 275.00 |
| 09/11/2026 | GFCKG | 109105 | AP | 3250 | WELCH, STEVEN | RESTITUTION PD BY SANTO HARRIS 12-3016-FH | 100.00 |
| 09/11/2026 | GFCKG | 109106 | AP | 3250 | WELCH, STEVEN | RESTITUTION-STOLTE 12-3046-FH | 25.00 |
| 09/11/2026 | GFCKG | 109107 | AP | 6216 | WILLOW'S CAFE | RESTITUTION PD BY EDWARD ROBINSON - 24-5502FH | 20.00 |
| 09/18/2026 | GFCKG | 109108 | AP | 14 | ALBERT TOWNSHIP TREAS | 2026 SUMMER TAX PAYMENTS FROM AUCTION | 1,558.04 |
| 09/18/2026 | GFCKG | 109109 | AP | 18 | ALPENA COUNTY TREASURER | INMATE MEDICATION - APRIL 2026 | 133.34 |
| 09/18/2026 | GFCKG | 109110 | AP | 69 | BRILEY TOWNSHIP TREASURER | 2026 SUMMER TAX PAYMENTS FROM AUCTION | 122.22 |
| 09/18/2026 | GFCKG | 109111 | AP | 140 | DISTRICT HEALTH DEPT #4 | MARIJUANA OPERATION & OVERSIGHT GRANT | 1,007.82 |
| 09/18/2026 | GFCKG | 109112 | AP | 215 | HILLMAN TWP TREASURER | 2026 SUMMER TAX PAYMENTS FROM AUCTION | 484.96 |
| 09/18/2026 | GFCKG | 109113 | AP | 295 | LOUD TOWNSHIP TREASURER | 2026 SUMMER TAX PAYMENTS FROM AUCTION | 855.58 |
| 09/18/2026 | GFCKG | 109114 | AP | 379 | MONTMORENCY TOWNSHIP TREASURER | 2026 SUMMER TAX PAYMENTS FROM AUCTION | 784.95 |
| 09/18/2026 | GFCKG | 109115 | AP | 4876 | NACVSO | BASIC BENEFITS TRAINING 09.28.26-10.2.26 - IAN | 450.00 |
| 09/18/2026 | GFCKG | 109116 | AP | 4253 | PLOWMAN'S COLLISION | CLAIM 2602886 - 1FM5K8ABXLGC00714 - MCSD | 6,282.37 |
| 09/18/2026 | GFCKG | 109117 | AP | 2696 | PROULX, CORLEEN | FEE ORDER - AUGUST 2026 - MICHAEL MCCAIN 00-005683 | 83.00 |
| 09/18/2026 | GFCKG | 109118 | AP | 489 | RUST TOWNSHIP TREASURER | 2026 SUMMER TAX PAYMENTS FROM AUCTION | 8.75 |
| 09/18/2026 | GFCKG | 109119 | AP | 595 | VIENNA TOWNSHIP TREASURER | 2026 SUMMER TAX PAYMENTS FROM AUCTION | 186.07 |
| 09/18/2026 | GFCKG | 109120 | AP | 1061 | VILLAGE OF HILLMAN TREASURER | 2026 SUMMER TAX PAYMENTS FROM AUCTION | 248.66 |
| 09/18/2026 | GFCKG | 109121 | AP | 2660 | WINDER POLICE EQUIPMENT | PUSHBAR - MCSD - #CLAIM 2602886 | 816.20 |
| 09/18/2026 | GFCKG | 109122 | AP | 6296 | WIXON, CHAD & APRIL | PRE-REFUND - 002-001-000-060-00 | 517.83 |
| | | | | | | | **28,462.54** |
| **Bank GFCKG ACCT PAYABLE CHECKING - EFTs** | | | | | | | |
| 09/11/2026 | GFCKG | 2485 | AP | MERS | MERS | Remittance Check | 61,712.32 |
| 09/11/2026 | GFCKG | 2486 | AP | STATE OF M | STATE OF MI | Remittance Check | 9,070.35 |
| 09/11/2026 | GFCKG | 2502 | AP | 5868 | EPS SECURITY | ALARM SYSTEM MONITORING - 10/01/26 -12/31/26 | 499.17 |
| 09/11/2026 | GFCKG | 2503 | AP | 5244 | GFL ENVIROMENTAL | AUGUST 2026 COURTHOUSE & MCSD DUMPSTER - ACC# 100128958 | 188.70 |
| 09/11/2026 | GFCKG | 2504 | AP | 4423 | MGT OF AMERICA CONSULTING, LLC | FIS/FY25/MONT PA/CRP-26/MI/35291 | 1,500.00 |
| 09/11/2026 | GFCKG | 2505 | AP | 416 | QUADIENT FINANCE USA, INC. | POSTAGE AUGUST 2026 | 2,000.00 |
| 09/11/2026 | GFCKG | 2506 | AP | 584 | UPS | SHIPPING- MI DEPT ATTY GENERAL DETROIT - 1ZA328810397800829 | 12.46 |
| 09/11/2026 | GFCKG | 2507 | AP | 4438 | INSIGHT | 9-9-2026 HRA INSIGHT | 99.16 |

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|---|---|---|---|---|---|---|---|
| 09/11/2026 | GFCKG | 2508 | AP | 2194 | COVITZ, CHRIS | HEALTH INCENTIVE RETIREES OVER 65 | 600.00 |
| 09/18/2026 | GFCKG | 2509 | AP | VOYA | VOYA EMPLOYEE BENEFITS | Remittance Check | 2,434.44 |
| 09/18/2026 | GFCKG | 2510 | AP | EFTPS | EFTPS | Remittance Check | 26,577.52 |
| 09/18/2026 | GFCKG | 2511 | AP | MISDU | MISDU | Remittance Check | 273.10 |
| 09/18/2026 | GFCKG | 2512 | AP | NATIONWIDE | NATIONWIDE | Remittance Check | 1,116.63 |
| 09/18/2026 | GFCKG | 2513 | AP | STANDARD | STANDARD 457 | Remittance Check | 2,311.60 |
| 09/18/2026 | GFCKG | 2514 | AP | 4014 | COMMON ANGLE, INC. | MANAGED SERVICE AGREEMENT - AUGUST 2026 - MONT COUNTY | 10,293.00 |
| 09/18/2026 | GFCKG | 2515 | AP | 371 | MONTMORENCY COUNTY ROAD COMMISSION | AUGUST 2026 DEPOSIT - ORV DEPOSIT - MAY 26 - AUG 26 | 168.20 |
| 09/18/2026 | GFCKG | 2516 | AP | 1565 | US BANK EQUIPMENT FINANCE | COPIER LEASE SEPTEMBER 2026 | 2,334.51 |
| 09/18/2026 | GFCKG | 2517 | AP | 6021 | ENTERPRISE FLEET MANAGEMENT | SEPTEMBER 2026 ENTERPRISE FLEET CHARGES | 9,631.60 |
| 09/18/2026 | GFCKG | 2518 | AP | 4438 | INSIGHT | 9-16-2026 HRA INSIGHT | 459.16 |
| 09/18/2026 | GFCKG | 2519 | AP | 6303 | NICOLET NATIONAL BANK | AUGUST 2026 CREDIT CARD STATEMENT | 1,099.40 |
| 09/18/2026 | GFCKG | 2520 | AP | 454 | PRESQUE ISLE ELECTRIC & GAS CO | AUGUST 2026 USAGE - ELECTRIC AND GAS FOR COUNTY AND SHERIFF | 3,297.00 |
| | | | | | | | **135,678.32** |

**Voided Checks: None**

| | | |
|---|---|---|
| **Claims** | **$** | **32,715.77** |
| **EFTs** | **$** | **135,678.32** |
| **Desk Checks** | **$** | **28,462.54** |
| **Not Entered** | **$** | **-** |
| **Grand Total** | **$** | **196,856.63** |