

# Finance Committee Agenda

3/15/2022

1:30 PM

Conf Rm F and Zoom ID#6084719153

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<b>Meeting called by:</b>	Ray Steinke	<b>Note taker:</b>	Paul Bullock
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<b>Attendees:</b>	Jerri Strong, Marilyn Bradstrom, Mindy Taylor
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## ----- Agenda Topics -----

Call To Order

Public Comment

Indigent Defense Consultants Proposed Contract Renewal FY 23-25	Administrator
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Indigent Defense Consultants Special Project Proposed Contract	Administrator
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EMS and COA Millage Renewals	Administrator
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Commissioner Per Diem and Travel

Listed Bills

Other Business

Adjournment

# Finance Committee Minutes

3/15/2022

1:30 PM

Conf Rm F and Zoom ID#6084719153

**Meeting called by:** Ray Steinke      **Note taker:** Paul Bullock  
**Attendees:** Jerri Strong, Marilyn Bradstrom, Mindy Taylor

## ----- Agenda Topics -----

Call To Order	1:00 PM
Public Comment	NONE
Indigent Defense Consultants Proposed Contract Renewal FY 23-25	Administrator
Discussion: The Committee reviewed a proposed contract renewal for FY 23-25 Managed Assigned Counsel Services with Indigent Defense Consultants.	
Conclusions: <b>The Committee will recommend to the Board that the Contract Renewal for Managed Assigned Counsel Services with Indigent Defense Consultants be approved as presented for Fiscal Years 2023, 2024, and 2025.</b>	
Indigent Defense Consultants Special Project Proposed Contract	Administrator
Discussion: The Committee reviewed a proposed contract for administration by IDC of the recently approved \$63,800 MIDC Innovation Grant study of needs and challenges in rural Indigent Defense. Under the proposal IDC would contract with North Coast Legal to conduct the study and would provide all administrative support for the project.	
Conclusions: <b>The Committee will recommend to the Board that the contract for administration of the MIDC Innovation Grant with IDC be approved as presented.</b>	
EMS and COA Millage Renewals	Administrator
Discussion: The Committee reviewed the EMS and COA Millage status.	
Conclusions: <b>The Committee will recommend to the Board that resolutions to place the two millage proposals on the August Primary Ballot be placed on the April 21<sup>st</sup> Board agenda.</b>	
Commissioner Per Diem and Travel	
Discussion: The Committee reviewed and approved all Commissioner per diem and travel.	
Listed Bills	
Discussion: The Committee reviewed all bills	
Conclusions: <b>The Committee will recommend that all bills be paid.</b>	
Other Business	NONE
Adjournment	2:22 PM



**COUNTY OF MECOSTA**  
**BOARD OF COMMISSIONERS**  
400 ELM STREET, BIG RAPIDS, MI 49307  
Phone (231) 796-2505 Fax (231) 592-0121  
www.mecostacounty.org

Marilynn Bradstrom  
District #1

Jerrilynn Strong  
District #2

Linda Howard  
District #3

Raymond Steinke  
District #4

Tom O'Neil  
District #5

Wendy Nystrom  
District #6

William Routley  
District #7

Paul E. Bullock  
Controller/Administrator

To: Mecosta County Finance Committee

From: Paul Bullock, County Administrator *PAB*

Date: March 15, 2022

Re: Proposed Indigent Defense Consultants Contract Renewal FY 23-25

Attached please find a proposed contract renewal from IDC, our Managed Assigned Counsel provider for our Indigent Defense program.

IDC has proposed the first increases in the base contract (\$60,000/year) since its inception in 2018. In 2020 the contract was amended to add the costs of compliance with Standard 5 requiring independence from the Judiciary. At that time the total contract was increased by \$10,000, to \$70,000, a cost covered by the annual MIDC Compliance Grant.

The proposed contract is for \$73,500 for FY 23, \$77,000 for FY 24, and \$80,500 for FY 25. These increases would be included in the annual MIDC Compliance Grant requests. Our local share would increase only at the State allowed rate of inflation.

Also attached please find a proposed contract for IDC's administration of the recently approved Innovation Grant to conduct a study of Indigent Defense needs and challenges in rural areas. The MIDC has granted Mecosta County \$63,800 for the study. It will be conducted by North Coast Legal, of Traverse City, under a subcontract with IDC. IDC will be responsible for all administration of the grant and will receive \$5,800 from the grant for these services.



MECOSTA COUNTY INDIGENT DEFENSE  
MANAGED ASSIGNED COUNSEL ADMINISTRATOR

INDEPENDENT CONTRACTOR AGREEMENT

October 1, 2022 – September 30, 2025

Agreement made the date hereinafter set forth by and between the County of Mecosta, a Municipal Corporation, hereinafter referred to as "County" and Indigent Defense Consultants, P.C., a Michigan Professional Corporation, Managed Assigned Counsel Administrator, hereinafter referred to as "Counsel Administrator."

1. **Services to be Performed:** The Counsel Administrator agrees to administer the County's indigent criminal defense programs pursuant to Exhibit A from the original Agreement and expanded to include Standard 5 implementation.

2. **Payment**

In consideration for the services to be performed by the Counsel Administrator, the County agree to pay the annual amounts as follows:

FY23 (October 1, 2022 to September 30, 2023): \$73,500

FY24 (October 1, 2023 to September 30, 2024): \$77,000

FY25 (October 1, 2024 to September 30, 2025): \$80,500

based on the State Fiscal Year ending September 30<sup>th</sup>, in equal monthly amounts during the term of the contract.

Counsel Administrator shall be paid within a reasonable time after Counsel Administrator submits a monthly invoice to the Mecosta County Administration Office, 400 Elm Street, Big Rapids, MI 49307. The invoice must include an invoice number, dates covered by the invoice, and a summary of the work performed.

3. **Expenses**

Counsel Administrator shall be responsible for all expenses incurred while performing services under this Agreement, including but not limited to, automobile, truck or other travel expenses; vehicle maintenance and repair costs; vehicle and other license fees and permits; insurance premiums; fuel; phone; and any other compensation paid to employees or subcontractors.

4. **Vehicle and Equipment**

Counsel Administrator will furnish all vehicles, equipment, tools, and materials used to provide the services required by this Agreement. Counsel Administrator will not require the County to rent or purchase any equipment, product, or service as a condition of entering into this Agreement.

5. **Independent Contractor Status**

Counsel Administrator is an independent contractor and neither the Counsel Administrator nor the Counsel Administrator's employees or subcontractors, if any, shall be deemed County employees. In its capacity as independent contractor, the Counsel Administrator agrees as follows:

- This Agreement with the County is not exclusive and Counsel Administrator has the right to perform services for others during the term of this Agreement, provided such service does not impair or delay their ability to perform obligations to the County under this Agreement.



- Counsel Administrator has the sole right to control and direct the means, manner and method by which the services required by this Agreement will be performed provided such services under this Agreement are timely.
- Counsel Administrator has the right to hire assistants as subcontractors or to use employees to provide the services required by this Agreement providing such subcontractors and employees are properly licensed and/or qualified to perform the services included under this Agreement.
- Neither the Counsel Administrator nor the Counsel Administrator's employees or subcontractors shall be required to wear any uniforms provided by the County.
- The services required by this Agreement shall be performed by the Counsel Administrator, Counsel Administrator's employees or subcontractors and the County shall not hire, supervise or pay any Counsel Administrator employees or subcontractors for services under this Agreement.
- Neither the Counsel Administrator nor the Counsel Administrator's employees or subcontractors shall receive training from the County in the professional skills necessary to perform the services required by this Agreement.
- Neither the Counsel Administrator nor the Counsel Administrator's employees or subcontractors shall be required by the County to devote full time to the performance of the services required by this Agreement. However, Counsel Administrator agrees that the services provided under this Agreement will be performed in a timely manner.

#### **6. Business Licenses, Permits, and Certificates**

Counsel Administrator represents and warrants that Counsel Administrator and Counsel Administrator's employees and subcontractors, if any, will comply with all federal, state, and local laws requiring drivers and other licenses, business permits, and certificates required to carry out the services to be performed under this Agreement. Counsel Administrator shall maintain membership at all times with the State Bar of Michigan as an active attorney and shall solely be responsible for the payment of Administrator's dues as an active attorney. In the event that the Counsel Administrator shall no longer be an active member of the State Bar of Michigan by becoming an inactive or emeritus member, or if Counsel Administrator's license to practice law is revoked or disbarred, this Agreement shall immediately terminate. In the event that the Counsel Administrator's license to practice law be suspended, for any reason other than for the failure to pay membership dues on a timely basis, any sums due and owing to the Counsel Administrator for services rendered shall be withheld until such time as confirmation of the reinstatement of the license to practice law is provided to the County Administrator.

#### **7. State and Federal Income Taxes**

The County will not:

- withhold FICA (Social Security and Medicare taxes) from Counsel Administrator payments or make FICA payments on Counsel Administrator's behalf or on behalf of Counsel Administrator's employees or subcontractors, or
- make state or federal unemployment compensation contributions on Counsel Administrator's behalf or on behalf of Counsel Administrator's employees or subcontractors, or
- withhold state or federal income tax from Counsel Administrator's payments on Counsel Administrator's behalf or on behalf of Counsel Administrator's employees or subcontractors.

Counsel Administrator shall pay all taxes incurred on its behalf or on behalf of Counsel Administrator's employees while performing services under this Agreement, including all applicable income taxes and, if Counsel Administrator is not a corporation, self-employment (Social Security) taxes. Upon demand, Counsel Administrator shall provide the County with proof that such payments have been made.

#### **8. Fringe Benefits**

Counsel Administrator understands that neither the Counsel Administrator nor Counsel Administrator's employees or subcontractors are eligible to participate in any employee pension, health, vacation pay, sick pay, or other fringe benefit plan of County.

#### **9. Unemployment Compensation**

The County shall make no state or federal unemployment compensation payments on behalf of Counsel Administrator or Counsel Administrator's employees or subcontractors, if any. Neither Counsel Administrator, nor Counsel Administrator's employees or subcontractors, if any, will be entitled to these benefits in connection with work performed under this Agreement.

#### **10. Workers' Compensation**

The County shall not obtain workers' compensation insurance on behalf of Counsel Administrator or Counsel Administrator's employees or subcontractors, if any. If Counsel Administrator hires employees to perform any work under this Agreement, Counsel Administrator will be solely responsible for any workers' compensation insurance to the extent required by law and Counsel Administrator will provide the County with a certificate of workers' compensation insurance before the employees begin the work. Similarly, if Counsel Administrator hires subcontractors to perform any work under this Agreement, Counsel Administrator will ensure the subcontractors have workers' compensation insurance to the extent required by law and Counsel Administrator will provide the County with a certificate of workers' compensation insurance before any work is performed by any subcontractor.

#### **11. Insurance**

The County shall not provide insurance coverage of any kind for Counsel Administrator or Counsel Administrator's employees or subcontractors. Counsel Administrator shall obtain the following insurance coverages, which must be purchased from companies licensed to do business in the State of Michigan, and maintain same during the entire term of this Agreement:

- Automobile liability insurance for each vehicle used in the performance of this Agreement, including owned, non-owned (for example, owned by Counsel Administrator's employees), leased, or hired vehicles in the minimum amount of \$1,000,000 combined single limit per occurrence for bodily injury and property damage.
- Comprehensive or commercial general liability insurance coverage in the minimum amount of \$1,000,000 combined single limit, including coverage for bodily injury, personal injury, broad form property damage, contractual liability, lawyers professional liability, and cross-liability.



Before commencing any work, Counsel Administrator shall provide the County with proof of this insurance and with proof that the County has been made an additional insured under the policies. Similarly, Counsel Administrator shall require that any subcontractor hired by them obtains automobile liability insurance and comprehensive or commercial general liability insurance in the same amounts stated above and that the County is made an additional insured under the policies. Before any subcontractor commences any work, Counsel Administrator shall provide the County with proof of subcontractors' insurance.

#### **12. Indemnification**

Counsel Administrator shall indemnify and hold the County harmless from any loss or liability arising from performing services under this Agreement including any services performed by Counsel Administrator's employees or subcontractors.

#### **13. Modifying the Agreement**

This Agreement may not be modified except by amendment reduced to writing and signed by both County and the Counsel Administrator.

#### **14. Term of Agreement**

This agreement is contingent upon the County continuing to receive funding from the State of Michigan through the Michigan Indigent Defense Commission program. If funding is provided, this Agreement will become effective October 1, 2022 and will terminate on September 30, 2025, or sooner if the State Michigan's funding ceases.

#### **15. Termination**

The County shall be entitled to terminate the Agreement immediately if Counsel Administrator shall be in default under this Agreement. Said default would occur if Counsel Administrator shall fail to comply with any provision of this Agreement or commits misfeasance, malfeasance, or nonfeasance in their performance of the duties under the Agreement. Should this occur, the County shall be obligated to compensate the Counsel Administrator for services already earned under this Agreement.

Other than as provided above, both parties shall give sixty (60) days written advance notice in the event they desire to terminate this Agreement. Such written notice shall be provided to the County Administrator for the County and to the Counsel Administrator if the County so elects termination.

This Agreement does not apply to any work or job performed by the Counsel Administrator, Counsel Administrator's employees or subcontractors for any other governmental entity, corporation, partnership, business venture or self-employment opportunity and shall not be construed as any partnership or joint venture, but instead is merely a contract for services rendered to the County.

#### **16. Binding Effect**

This agreement shall become effective when signed by both parties and shall be binding on the parties, their successors and assigns.

#### **17. Entire Agreement**

This Agreement sets forth the entire understanding between the Counsel Administrator and the County with respect to the subject matter of this Agreement, and supersedes any other undertakings and agreements, whether oral or in writing, previously entered



into by them with respect to Counsel Administrator's duties. Counsel Administrator represents that, in executing this Agreement, Counsel Administrator does not rely on and has not relied upon any representation or statement not set forth in this Agreement made by the County with regard to the subject matter or effect of this Agreement or otherwise.

**18. No Waiver**

The County's failure to exercise, or delay in exercising, any power or right under this Agreement shall not operate as a waiver, nor shall any single or partial exercise of any such right or power preclude any other or further exercise thereof or the exercise of remedies otherwise available in equity or at law.

**19. Severability of Provisions**

Each provision in this Agreement is separate. If any provisions of this Agreement are ever held by a court to be unreasonable, the parties agree that, at the County's sole discretion, this Agreement shall be enforced to the extent it is deemed to be reasonable and in such a manner as to afford the County the fullest protection commensurate with making this Agreement, as modified, legal and enforceable under applicable laws, and the balance of this Agreement shall not be affected, the balance being construed as severable and independent.

**20. No Assignment**

Neither party may assign this Agreement without the prior written consent of the other party.

**21. Section Headings**

Section headings in this Agreement are for reference purposes only and shall not in any way affect the meaning or interpretation of this Agreement.

**22. Governing Law**

This Agreement shall be governed by the laws of the State of Michigan.

**Mecosta County:**

\_\_\_\_\_  
Paul E. Bullock  
Mecosta County Controller/Administrator

\_\_\_\_\_  
Date

**Managed Assigned Counsel Administrator:**

\_\_\_\_\_  
Indigent Defense Consultants, P.C.  
Karen Moore, Esq., Manager

\_\_\_\_\_  
Date

## INDEPENDENT CONTRACTOR AGREEMENT

Agreement made the date hereinafter set forth by and between the County of Mecosta, a Municipal Corporation, hereinafter referred to as "County" and Indigent Defense Consultants, P.C., a Michigan Professional Corporation, hereinafter referred to as "IDC."

1. **Services to be Performed** IDC agrees to monitor the services of North Coast Legal, PLC pursuant to the Project Proposal attached hereto as Exhibit A. IDC will review all invoices and reports generated by North Coast Legal, PLC. Once approved by IDC, IDC will notify and authorize the County to pay North Coast Legal, PLC for services performed.
2. **Payment**  
In consideration for the services to be performed by IDC, County agrees to pay IDC \$63,800 Dollars. IDC shall be paid within a reasonable time after IDC submits a monthly invoice to the Mecosta County Administration Office, 400 Elm Street, Big Rapids, MI 49307.
3. **Expenses**  
IDC shall be responsible for all other expenses incurred while performing services under this Agreement, including but not limited to, automobile, truck or other travel expenses; vehicle maintenance and repair costs; vehicle and other license fees and permits; insurance premiums; fuel; phone; and any other compensation paid to employees or subcontractors.
4. **Vehicle and Equipment**  
IDC will furnish all vehicles, equipment, tools, and materials used to provide the services required by this Agreement. IDC will not require County to rent or purchase any equipment, product, or service as a condition of entering into this Agreement.
5. **Independent Contractor Status**  
IDC is an independent contractor and neither IDC nor IDC's employees or subcontractors, if any, shall be deemed County's employees. In its capacity as independent contractor, IDC agrees as follows:
  - This Agreement with IDC is not exclusive and IDC has the right to perform services for others during the term of this Agreement, provided such service does not impair or delay their ability to perform obligations to County under this Agreement.
  - IDC has the sole right to control and direct the means, manner and method by which the services required by this Agreement will be performed provided such services under this Agreement are timely.
  - IDC has the right to hire assistants as subcontractors or to use employees to provide the services required by this Agreement providing such subcontractors and employees are properly licensed and/or qualified to perform the services included under this Agreement.
  - The services required by this Agreement shall be performed by IDC, IDC's employees or subcontractors and County shall not hire, supervise or pay any IDC employees or subcontractors for services under this Agreement.
  - Neither IDC nor IDC's employees or subcontractors shall receive training from County in the professional skills necessary to perform the services required by this Agreement.

- Neither IDC nor IDC's employees or subcontractors shall be required by County to devote full time to the performance of the services required by this Agreement. However, IDC agrees that the services provided under this Agreement will be performed in a timely manner.

**6. Business Licenses, Permits, and Certificates**

IDC represents and warrants that IDC and IDC's employees and subcontractors, if any, will comply with all federal, state, and local laws requiring drivers and other licenses, business permits, and certificates required to carry out the services to be performed under this Agreement.

**7. State and Federal Income Taxes**

County will not:

- withhold FICA (Social Security and Medicare taxes) from IDC payments or make FICA payments on IDC's behalf or on behalf of IDC's employees or subcontractors, or
- make state or federal unemployment compensation contributions on IDC's behalf or on behalf of IDC's employees or subcontractors, or
- withhold state or federal income tax from IDC's payments on IDC's behalf or on behalf of IDC's employees or subcontractors.

IDC shall pay all taxes incurred on its behalf or on behalf of IDC's employees while performing services under this Agreement, including all applicable income taxes and, if IDC is not a corporation, self-employment (Social Security) taxes.

**8. Fringe Benefits**

IDC understands that neither the IDC nor IDC's employees or subcontractors are eligible to participate in any employee pension, health, vacation pay, sick pay, or other fringe benefit plan of County.

**9. Unemployment Compensation**

County shall make no state or federal unemployment compensation payments on behalf of IDC or IDC's employees or subcontractors, if any. Neither IDC, nor IDC's employees or subcontractors, if any, will be entitled to these benefits in connection with work performed under this Agreement.

**10. Workers' Compensation**

County shall not obtain workers' compensation insurance on behalf of IDC or IDC's employees or subcontractors, if any. If IDC hires employees to perform any work under this Agreement, IDC will be solely responsible for any workers' compensation insurance to the extent required by law.

**11. Insurance**

County shall not provide insurance coverage of any kind for IDC or IDC's employees or subcontractors.

**12. Indemnification**

IDC shall indemnify and hold County harmless from any loss or liability arising from performing services under this Agreement including any services performed by IDC's employees or subcontractors.



**13. Modifying the Agreement**

This Agreement may not be modified except by amendment reduced to writing and signed by both IDC and the County.

**14. Term of Agreement**

This agreement is contingent upon County receiving funding from the State of Michigan through the Michigan Indigent Defense Commission program specifically for this project (projected to be \$63,800). If funding is provided, this Agreement will become effective upon signing and will terminate when the services are fully performed, or sooner if the State Michigan's funding ceases.

**15. Termination**

County shall be entitled to terminate the Agreement immediately if IDC shall be in default under this Agreement. Said default would occur if IDC shall fail to comply with any provision of this Agreement or commits misfeasance, malfeasance, or nonfeasance in their performance of the duties under the Agreement. Should this occur, County shall be obligated to compensate IDC for services already earned under this Agreement.

Other than as provided above, both parties shall give sixty (60) days written advance notice in the event they desire to terminate this Agreement.

This Agreement does not apply to any work or job performed by IDC, IDC's employees or subcontractors for any other governmental entity, corporation, partnership, business venture or self-employment opportunity and shall not be construed as any partnership or joint venture, but instead is merely a contract for services rendered to County.

**16. Binding Effect**

This agreement shall become effective when signed by both parties and shall be binding on the parties, their successors and assigns.

**17. Entire Agreement**

This Agreement sets forth the entire understanding between IDC and County with respect to the subject matter of this Agreement, and supersedes any other undertakings and agreements, whether oral or in writing, previously entered into by them with respect to IDC's duties. IDC represents that, in executing this Agreement, IDC does not rely on and has not relied upon any representation or statement not set forth in this Agreement made by County with regard to the subject matter or effect of this Agreement or otherwise.

**18. No Waiver**

Failure to exercise, or delay in exercising, any power or right under this Agreement shall not operate as a waiver, nor shall any single or partial exercise of any such right or power preclude any other or further exercise thereof or the exercise of remedies otherwise available in equity or at law.

**19. Severability of Provisions**

Each provision in this Agreement is separate. If any provisions of this Agreement are ever held by a court to be unreasonable, the parties agree that this Agreement shall be enforced to the extent it is deemed to be reasonable and in such a manner as to afford the parties the fullest protection commensurate with making this Agreement, as modified, legal and enforceable under applicable laws, and the balance of this

Agreement shall not be affected, the balance being construed as severable and independent.

20. **No Assignment**

Neither party may assign this Agreement without the prior written consent of the other party.

21. **Section Headings**

Section headings in this Agreement are for reference purposes only and shall not in any way affect the meaning or interpretation of this Agreement.

22. **Governing Law**

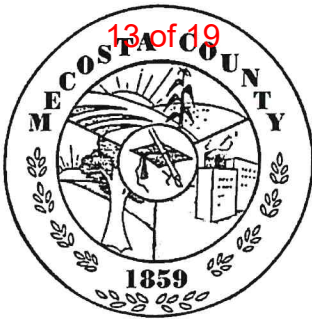
This Agreement shall be governed by the laws of the State of Michigan.

\_\_\_\_\_  
Mecosta County

\_\_\_\_\_  
Date

\_\_\_\_\_  
Karen L. Moore, Esq.  
Indigent Defense Consultants, P.C.

\_\_\_\_\_  
Date



**COUNTY OF MECOSTA**  
**BOARD OF COMMISSIONERS**  
400 ELM STREET, BIG RAPIDS, MI 49307  
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Marilynn Bradstrom  
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District #6

William Routley  
District #7

Paul E. Bullock  
Controller/Administrator

To: Mecosta County Finance Committee

From: Paul E. Bullock, Controller/Administrator

Date: March 15, 2022

Re: 2022 Ballot Issues

In 2022 we will have 2 ballot issues that should be considered for submission to our voters.


1: The EMS Operational Millage. This expired December 31, 2021 and will need to be renewed this year, not later than the November 8<sup>th</sup> general election, in order for it to be levied for EMS operations in December 2022. This millage can be levied immediately after being approved.

4. COA Operational Millage. The circumstances are the same as the EMS millage.

Ballot proposal deadlines for language being submitted to the County Clerk for the August 2<sup>nd</sup> Primary Election and November 8<sup>th</sup> General Election are May 10<sup>th</sup> and August 16 respectively. This would require the BOC to act on this no later than the May 5<sup>th</sup> meeting in order to have it appear on the August Primary ballot. I would recommend that the Finance consider recommending to the BOC that resolutions for the two millages be placed on the April 21<sup>st</sup> agenda.

I would further recommend that the Committee consider recommending that the millages be requested for a ten year period, rather than 4 years, as has previously been done.



 **COPY**



Marilyn Bradstrom  
Signed



## Commissioners

Date 3-11-2022

Pay to: Sharon Bongard

[illegible]


TOTAL	50.00
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**Charge to:** Per Diem  
**Account #:** 101 101 705.000

It is hereby certified that the above account is true and correct and that no part of the same has been paid.

Signed Sharon Bongard

RECEIVED  
MAR 11 2 11 PM  
BOARD OF  
COMMISSIONERS





Date: 3-11-2022

Sharon Bongard

[illegible]

RECEIVED  
MAR 11 2011  
BOARD OF  
COMMISSIONERS

It is hereby certified that the above account is true and correct and that no part of the same has been paid.

Sharon Bongard  
Signed by-Employee

Signed by Dept Head or Deputy if check is for Dept Head

COUNTY OF MECOSTA

Pay to: Bill Routley

Date	From	To	Reason for Travel	Miles Traveled
2/28/2022	Big Rapids	Grand rapids	AAAWM	65
2/28/2022	Grand Rapids	Big Rapids	AAAWM	65
			<b>TOTAL MILES</b>	130
<b>Charge to:</b> Travel Expense			x	0.585
101 101 810.000			<b>TRAVEL TOTAL</b>	76.05

Charge to: Travel Expense  
101 101 810.000

It is hereby certified that the above account is true and correct and that no part of the same has been paid.

Bill Routley  
Signed by Employee

Signed by Dept Head or Deputy if check is for Dept Head

RECEIVED  
MAR 08 2010  
BOARD OF  
COMMISSIONERS

Voucher No. \_\_\_\_\_

Date 7-Mar-22

Vendor #

[illegible]

TOTAL	\$350.00
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It is hereby certified that the above account is true and correct and that no part of the same has been paid.

Bill Routley  
Signed

RECEIVED  
MAR 08 2011  
BOARD OF  
COMMISSIONERS

