

CLINTON OFFICE

1307 E. Townsend Rd.
Saint Johns, MI 48879-9036
(989) 224-2195

GRATIOT OFFICE

151 Commerce Dr.
Ithaca, MI 48847-1627
(989) 875-3681

MONTCALM OFFICE

615 N. State St.
Stanton, MI 48888-9702
(989) 831-5237

| | | | |
|-------------------------|--|-------------------------------|-------------------------------------|
| BOARD OF HEALTH: | Bruce DeLong Dwight Washington, Ph.D. | George Bailey Chuck Murphy | Betty Kellenberger Adam Petersen |
|-------------------------|--|-------------------------------|-------------------------------------|

BOARD OF HEALTH
FINANCE COMMITTEE MEETING
at
Mid-Michigan District Health Department (MMDHD)
Clinton Office, Saint Johns

Wednesday, November 25, 2020 at 8:30 a.m.

Board of Health and staff are invited to participate remotely due to the highly contagious COVID-19 virus. To participate by video, access Zoom at the following link: <https://us02web.zoom.us/j/84666735394?pwd=TXpMSGErRnk1dncyb2hHeFBFditTQT09> and use **Meeting ID 846 6673 5394; Passcode 199616**. To participate by phone, call **1-312-626-6799**; then enter the Meeting ID.

AGENDA

We take action to protect, maintain, and improve the health of our community.

COMMITTEE MEMBERS: George Bailey, Adam Petersen, and Bruce DeLong (Chair)

COMMITTEE MEMBERS

ABSENT: None

STAFF: Mark W. (Marcus) Cheatham, Ph.D., Health Officer; Melissa Bowerman, Director of Administrative Services; and Cynthia Partlo, Board Secretary

- A. MMDHD's Expenses for October 24 through November 20, 2020 – **Included.**
- B. MMDHD's Monthly Balance Sheet, Revenue and Expenditure Report for September 2020 – **Included.**
- C. MMDHD's Monthly Balance Sheet, Revenue and Expenditure Report for October 2020 – **Delayed due to year-end closing.**
- D. Municipal Employees' Retirement System (MERS) Addendum – **Handout.**
- E.

**MONTHLY EXPENSES FOR
October 24, 2020 - November 20, 2020**

| | |
|----------------|----------------------|
| <i>EV 1937</i> | \$ 258,508.18 |
| <i>EV 1938</i> | <u>\$ 276,817.71</u> |
| TOTAL | \$ 535,325.89 |

EV # 1937

11/6/2020

Payables

Check #

| | | | |
|--------|-------------------------------------|----|-----------|
| 106367 | | | |
| to | Quantum Checks & AP Direct Deposits | \$ | 39,169.07 |
| 106385 | | | |

Payroll

| | | | |
|--------------------------------------|--|----|------------|
| AFLAC Employee Deduction | | \$ | 525.20 |
| MERS Employee Electronic Transfer | | \$ | 4,346.54 |
| Chemical Bank Payroll-Ameriprise NBS | | \$ | 85.00 |
| Chemical Bank Payroll-Nationwide | | \$ | 1,660.00 |
| Chemical Bank Payroll-MERS 457 | | \$ | 1,220.00 |
| Chemical Bank Payroll Tax EFT | | | |
| Federal | | \$ | 49,626.94 |
| State | | \$ | 7,454.71 |
| Direct Deposit Payroll | | \$ | 155,971.72 |

Fees

| | | | | |
|--------------------------------|------------|--------|----|------------|
| State of Michigan Unemployment | | 4Q2020 | \$ | (1,562.00) |
| Chemical E-Banking fee | CORRECTION | Sep-20 | \$ | (99.60) |
| Chemical E-Banking fee | | Oct-20 | \$ | 110.60 |

| | | | | |
|--------------|--|--|-----------|--------------------------|
| TOTAL | | | \$ | <u>258,508.18</u> |
|--------------|--|--|-----------|--------------------------|

ACCOUNTS PAYABLE CHECK REGISTER

| CHECK NO | CHECK\VOID DATE | REMIT-TO NAME VENDOR-# | INVOICE NO | INVOICE DATE | VOUCH# | P.O.-NO | AMOUNT PAID | DISCOUNT TAKEN | CHECK AMOUNT |
|----------|-----------------|------------------------------------|------------|--------------|--------|--------------------------------|--------------|----------------|--------------|
| 298 | 11/06/20 | KELO38 KELLENBERGER BETTY | 101908 | 10/28/20 | 20794 | | \$ 35.00 | \$ - | \$ 35.00 |
| | | DIRECT DEPOSIT | | | | | | | |
| | | | | | | | \$ 35.00 | \$ - | \$ 35.00 |
| 299 | 11/06/20 | WASH83 WASHINGTON DWIGHT | 101907 | 10/28/20 | 20793 | | \$ 35.00 | \$ - | \$ 35.00 |
| | | DIRECT DEPOSIT | | | | | | | |
| | | | | | | | \$ 35.00 | \$ - | \$ 35.00 |
| 106367 | 11/06/20 | 4IM001 4IMPRINT, INC | 8526940 | 10/12/20 | 20781 | 096586-00 | \$ 1,800.91 | \$ - | \$ 1,800.91 |
| | | COMPUTER CHECK | | | | PROMOTIONAL HIV ITEMS | | | |
| | | | | | | | \$ 1,800.91 | \$ - | \$ 1,800.91 |
| 106368 | 11/06/20 | CAP095 CAPITAL AREA UNITED WAY | 101909 | 11/03/20 | 20796 | | \$ 16.26 | \$ - | \$ 16.26 |
| | | COMPUTER CHECK | | | | 11/6/20 EMPLOYEE DONATION | | | |
| | | | | | | | \$ 16.26 | \$ - | \$ 16.26 |
| 106369 | 11/06/20 | CDW016 CDW GOVERNMENT, INC. | 2616740 | 10/09/20 | 20777 | 096562-00 | \$ 20,564.16 | \$ - | \$ 20,564.16 |
| | | COMPUTER CHECK | | | | RENEW OFFICE 365 | | | |
| | | | | | | | \$ 20,564.16 | \$ - | \$ 20,564.16 |
| 106370 | 11/06/20 | CEN021 CENTRAL MI DIST HEALTH DEPT | 102820 | 10/28/20 | 20789 | | \$ 468.53 | \$ - | \$ 468.53 |
| | | COMPUTER CHECK | | | | SEPTEMBER NP WORK | | | |
| | | | | | | | \$ 468.53 | \$ - | \$ 468.53 |
| 106371 | 11/06/20 | COH003 COHL, STOKER & TOSKEY | 51820 | 10/26/20 | 20788 | | \$ 980.31 | \$ - | \$ 980.31 |
| | | COMPUTER CHECK | | | | SEPTEMBER LEGAL | | | |
| | | | | | | | \$ 980.31 | \$ - | \$ 980.31 |
| 106372 | 11/06/20 | CRY023 CRYSTAL AUTOMATION SYSTEM | 617876 | 11/01/20 | 20790 | | \$ 850.00 | \$ - | \$ 850.00 |
| | | COMPUTER CHECK | | | | NOV INTERNET/WIRELESS/LIS SERV | | | |
| | | | | | | | \$ 850.00 | \$ - | \$ 850.00 |
| 106373 | 11/06/20 | CRYSTA CRYSTAL CLEAR WATER WELLS | 011345 | 10/29/20 | 20792 | | \$ 112.00 | \$ - | \$ 112.00 |
| | | COMPUTER CHECK | | | | REFUND PERMIT OVERPAYMENT | | | |
| | | | | | | | \$ 112.00 | \$ - | \$ 112.00 |
| 106374 | 11/06/20 | HEA067 HEARTHSTONE OVEN LLC | 101620 | 10/16/20 | 20787 | | \$ 145.92 | \$ - | \$ 145.92 |
| | | COMPUTER CHECK | | | | COVID HOMELESS MEALS | | | |
| | | | | | | | \$ 145.92 | \$ - | \$ 145.92 |
| 106375 | 11/06/20 | JETS37 JETS SPEED PRINTING | 44001 | 10/29/20 | 20795 | | \$ 1,600.00 | \$ - | \$ 1,600.00 |
| | | COMPUTER CHECK | | | | 1,000 RESOURCE DIRECTORIES | | | |
| | | | | | | | \$ 1,600.00 | \$ - | \$ 1,600.00 |
| 106376 | 11/06/20 | LAK014 LAKEVIEW AREA NEWS | 101920 | 10/19/20 | 20786 | | \$ 55.00 | \$ - | \$ 55.00 |
| | | COMPUTER CHECK | | | | FY21 SUBSCRIPTION | | | |
| | | | | | | | \$ 55.00 | \$ - | \$ 55.00 |

ACCOUNTS PAYABLE CHECK REGISTER

| CHECK NO | CHECK\VOID DATE | REMIT-TO NAME VENDOR-# | INVOICE NO | INVOICE DATE | VOUCH# | P.O.-NO | AMOUNT PAID | DISCOUNT TAKEN | CHECK AMOUNT |
|--------------------------------|-----------------|-------------------------------------|-------------------|--------------|--------|-----------|--------------|----------------|--------------|
| 106377 | 11/06/20 | MCK032 MCKESSON MEDICAL | 14192378 | 10/07/20 | 20780 | 096595-00 | \$ 396.40 | \$ - | \$ 396.40 |
| | | COMPUTER CHECK | | | | | | | |
| | | | 14255870 | 10/08/20 | 20779 | 096601-00 | \$ 138.25 | \$ - | \$ 138.25 |
| | | | | | | | | | |
| | | | CHECK TOTALS: | | | | \$ 534.65 | \$ - | \$ 534.65 |
| 106378 | 11/06/20 | MIC006 MICHIGAN DEPT OF AGRICULTURE | 791-10590068 | 10/21/20 | 20782 | | \$ 2,305.00 | \$ - | \$ 2,305.00 |
| | | COMPUTER CHECK | | | | | | | |
| | | | CHECK TOTALS: | | | | \$ 2,305.00 | \$ - | \$ 2,305.00 |
| 106379 | 11/06/20 | NAT033 NATIONAL WIC ASSOCIATION | 3DA4FWNNHK | 10/21/20 | 20785 | | \$ 50.00 | \$ - | \$ 50.00 |
| | | COMPUTER CHECK | | | | | | | |
| | | | CHECK TOTALS: | | | | \$ 50.00 | \$ - | \$ 50.00 |
| 106380 | 11/06/20 | STA194 STAPLES | 3458614909 | 10/06/20 | 20775 | 096588-00 | \$ 22.30 | \$ - | \$ 22.30 |
| | | COMPUTER CHECK | | | | | | | |
| | | | CHECK TOTALS: | | | | \$ 22.30 | \$ - | \$ 22.30 |
| 106381 | 11/06/20 | UNI001 UNITED WAY OF MONTCALM CO | 101909 | 11/03/20 | 20798 | | \$ 31.68 | \$ - | \$ 31.68 |
| | | COMPUTER CHECK | | | | | | | |
| | | | CHECK TOTALS: | | | | \$ 31.68 | \$ - | \$ 31.68 |
| 106382 | 11/06/20 | UNI009 UNITED WAY OF GRATIOT CO | 101909 | 11/03/20 | 20797 | | \$ 71.00 | \$ - | \$ 71.00 |
| | | COMPUTER CHECK | | | | | | | |
| | | | CHECK TOTALS: | | | | \$ 71.00 | \$ - | \$ 71.00 |
| 106383 | 11/06/20 | UPS002 UNITED PARCEL SERVICE | 0000423867430 | 10/24/20 | 20784 | | \$ 6.25 | \$ - | \$ 6.25 |
| | | COMPUTER CHECK | | | | | | | |
| | | | CHECK TOTALS: | | | | \$ 6.25 | \$ - | \$ 6.25 |
| 106384 | 11/06/20 | VER004 VERIZON | 9865636686 | 10/23/20 | 20783 | | \$ 6,862.97 | \$ - | \$ 6,862.97 |
| | | COMPUTER CHECK | | | | | | | |
| | | | CHECK TOTALS: | | | | \$ 6,862.97 | \$ - | \$ 6,862.97 |
| 106385 | 11/06/20 | WINN73 WINN TELECOM | NOV 2020 041000 | 11/02/20 | 20791 | | \$ 2,622.13 | \$ - | \$ 2,622.13 |
| | | COMPUTER CHECK | | | | | | | |
| | | | CHECK TOTALS: | | | | \$ 2,622.13 | \$ - | \$ 2,622.13 |
| | | | BANK CODE TOTALS: | | | | \$ 39,169.07 | \$ - | \$ 39,169.07 |
| 19 COMPUTER CHECKS | | | | | | | | | |
| 0 MANUAL PAYMENT CHECKS | | | | | | | | | |
| 0 VOID CHECKS - TRX | | | | | | | | | |
| 0 VOID CHECKS - STUBS | | | | | | | | | |
| 0 VOID CHECKS - ERROR | | | | | | | | | |
| 0 VOID CHECKS - FORM ALIGNMENT | | | | | | | | | |
| 2 DIRECT DEPOSITS | | | | | | | | | |
| 21 CHECKS TOTAL | | | | | | | | | |
| COMPANY TOTALS: | | | | | | | \$ 39,169.07 | \$ - | \$ 39,169.07 |

EV # 1938

11/20/2020

Payables

Check #

| | | | |
|--------|-------------------------------------|----|-----------|
| 106386 | | | |
| to | Quantum Checks & AP Direct Deposits | \$ | 56,998.88 |
| 106412 | | | |

Payroll

| | | | |
|--------------------------------------|--------|----|------------|
| AFLAC Employee Deduction | | \$ | 525.20 |
| MERS Employee Electronic Transfer | | \$ | 4,800.04 |
| Chemical Bank Payroll-Ameriprise NBS | | \$ | 85.00 |
| Chemical Bank Payroll-Nationwide | | \$ | 1,660.00 |
| Chemical Bank Payroll-MERS 457 | | \$ | 1,220.00 |
| Chemical Bank Payroll Tax EFT | | | |
| Federal | | \$ | 40,426.40 |
| State | | \$ | 6,175.45 |
| MERS Employer Electronic Transfer | Oct-20 | \$ | 33,237.37 |
| Direct Deposit Payroll | | \$ | 131,567.40 |

Fees

| | | | |
|------------------------|--------|----|--------|
| Chemical E-Banking fee | Nov-20 | \$ | 122.80 |
| Chemical Bank Interest | Oct-20 | \$ | (0.83) |

| | | | |
|--------------|--|-----------|--------------------------|
| TOTAL | | \$ | <u>276,817.71</u> |
|--------------|--|-----------|--------------------------|

ACCOUNTS PAYABLE CHECK REGISTER

| CHECK NO | CHECK\VOID DATE | REMIT-TO NAME VENDOR-# | INVOICE NO | INVOICE DATE | VOUCH# | P.O.-NO | AMOUNT PAID | DISCOUNT TAKEN | CHECK AMOUNT |
|----------|-----------------|----------------------------------|-----------------|--------------|--------|-----------|--------------|----------------|--------------|
| 106386 | 11/20/20 | AMER80 AMERICAN ACADEMY OF PED. | 15182535 | 09/18/20 | 20826 | | \$ 165.00 | \$ - | \$ 165.00 |
| | | COMPUTER CHECK | | | | | | | |
| | | | | | | | \$ 165.00 | \$ - | \$ 165.00 |
| 106387 | 11/20/20 | BLU034 BLUE CARE NETWORK | 203110059915 | 11/06/20 | 20847 | | \$ 22,364.11 | \$ - | \$ 22,364.11 |
| | | COMPUTER CHECK | | | | | | | |
| | | | | | | | \$ 22,364.11 | \$ - | \$ 22,364.11 |
| 106388 | 11/20/20 | BLU034 BLUE CARE NETWORK | 203110029351-DE | 11/06/20 | 20846 | | \$ 9,534.03 | \$ - | \$ 9,534.03 |
| | | COMPUTER CHECK | | | | | | | |
| | | | | | | | \$ 9,534.03 | \$ - | \$ 9,534.03 |
| 106389 | 11/20/20 | BRO117 BROMBERG & ASSOCIATES | 15646 | 11/11/20 | 20849 | | \$ 54.08 | \$ - | \$ 54.08 |
| | | COMPUTER CHECK | | | | | | | |
| | | | | | | | \$ 54.08 | \$ - | \$ 54.08 |
| 106390 | 11/20/20 | BUS090 BUSINESS MANAGEMENT DAILY | REN2R04 | 10/12/20 | 20827 | | \$ 159.00 | \$ - | \$ 159.00 |
| | | COMPUTER CHECK | | | | | | | |
| | | | | | | | \$ 159.00 | \$ - | \$ 159.00 |
| 106391 | 11/20/20 | CAP095 CAPITAL AREA UNITED WAY | 101917 | 11/17/20 | 20853 | | \$ 16.26 | \$ - | \$ 16.26 |
| | | COMPUTER CHECK | | | | | | | |
| | | | | | | | \$ 16.26 | \$ - | \$ 16.26 |
| 106392 | 11/20/20 | DEL007 DELTA DENTAL OF MICHIGAN | 101918 | 11/17/20 | 20851 | | \$ 4,755.74 | \$ - | \$ 4,755.74 |
| | | COMPUTER CHECK | | | | | | | |
| | | | | | | | \$ 4,755.74 | \$ - | \$ 4,755.74 |
| 106393 | 11/20/20 | DIS83 DISCOUNTMUGS.COM | dm4249525 | 09/30/20 | 20813 | 096583-00 | \$ 2,038.00 | \$ - | \$ 2,038.00 |
| | | COMPUTER CHECK | | | | | | | |
| | | | | | | | \$ 2,038.00 | \$ - | \$ 2,038.00 |
| 106394 | 11/20/20 | E&S003 E&S GRAPHICS INC | 67411 | 10/09/20 | 20812 | 096585-00 | \$ 220.00 | \$ - | \$ 220.00 |
| | | COMPUTER CHECK | | | | | | | |
| | | | | | | | \$ 220.00 | \$ - | \$ 220.00 |
| 106395 | 11/20/20 | GSK052 GLAXO SMITH KLINE | 8253309887 | 10/12/20 | 20804 | 096593-00 | \$ 358.63 | \$ - | \$ 358.63 |
| | | COMPUTER CHECK | | | | | | | |
| | | | | | | | \$ 358.63 | \$ - | \$ 358.63 |
| 106396 | 11/20/20 | JONE40 JONESFIELD-LAKEFIELD FIRE | 101913 | 11/03/20 | 20828 | | \$ 40.00 | \$ - | \$ 40.00 |
| | | COMPUTER CHECK | | | | | | | |
| | | | | | | | \$ 40.00 | \$ - | \$ 40.00 |
| 106397 | 11/20/20 | LIN061 LINCOLN FINANCIAL GROUP | 101916 | 11/10/20 | 20850 | | \$ 2,633.74 | \$ - | \$ 2,633.74 |
| | | COMPUTER CHECK | | | | | | | |
| | | | | | | | \$ 2,633.74 | \$ - | \$ 2,633.74 |

ACCOUNTS PAYABLE CHECK REGISTER

| CHECK NO | CHECK\VOID DATE | REMIT-TO NAME VENDOR-# | INVOICE NO | INVOICE DATE | VOUCH# | P.O.-NO | AMOUNT PAID | DISCOUNT TAKEN | CHECK AMOUNT |
|----------|-----------------|-------------------------------------|------------|--------------|--------|-----------|-------------|----------------|--------------|
| 106398 | 11/20/20 | MCK032 MCKESSON MEDICAL | 13875739 | 09/30/20 | 20830 | 096581-00 | \$ 133.49 | \$ - | \$ 133.49 |
| | | COMPUTER CHECK | | | | | | | |
| | | | 13899270 | 09/30/20 | 20829 | 096581-00 | \$ 163.44 | \$ - | \$ 163.44 |
| | | | | | | | | | |
| | | | | | | | \$ 296.93 | \$ - | \$ 296.93 |
| 106399 | 11/20/20 | MCKE01 MCKENNA'S VILLAGE RESTAURANT | 011403 | 11/10/20 | 20817 | | \$ 551.00 | \$ - | \$ 551.00 |
| | | COMPUTER CHECK | | | | | | | |
| | | | | | | | \$ 551.00 | \$ - | \$ 551.00 |
| 106400 | 11/20/20 | MNA004 MICHIGAN NURSES ASSOCIATION | 101917 | 11/17/20 | 20852 | | \$ 588.50 | \$ - | \$ 588.50 |
| | | COMPUTER CHECK | | | | | | | |
| | | | | | | | \$ 588.50 | \$ - | \$ 588.50 |
| 106401 | 11/20/20 | ODYS27 ODYSSEY SOFTWARE | BILL019785 | 10/29/20 | 20821 | | \$ 918.75 | \$ - | \$ 918.75 |
| | | COMPUTER CHECK | | | | | | | |
| | | | BILL020018 | 11/16/20 | 20848 | | \$ 2,326.25 | \$ - | \$ 2,326.25 |
| | | | | | | | \$ 3,245.00 | \$ - | \$ 3,245.00 |
| 106402 | 11/20/20 | RIC72 RICOH USA INC | 5060728162 | 11/01/20 | 20822 | | \$ 48.22 | \$ - | \$ 48.22 |
| | | COMPUTER CHECK | | | | | | | |
| | | | | | | | \$ 48.22 | \$ - | \$ 48.22 |
| 106403 | 11/20/20 | ROLS01 ERIC ROLSTON | 04541 | 11/02/20 | 20816 | | \$ 145.72 | \$ - | \$ 145.72 |
| | | COMPUTER CHECK | | | | | | | |
| | | | | | | | \$ 145.72 | \$ - | \$ 145.72 |
| 106404 | 11/20/20 | SAN020 SANOFI PASTEUR INC | 915769885 | 10/26/20 | 20799 | 096615-00 | \$ 290.14 | \$ - | \$ 290.14 |
| | | COMPUTER CHECK | | | | | | | |
| | | | | | | | \$ 290.14 | \$ - | \$ 290.14 |
| 106405 | 11/20/20 | STA194 STAPLES | 3456721332 | 09/17/20 | 20807 | 096555-00 | \$ 81.42 | \$ - | \$ 81.42 |
| | | COMPUTER CHECK | | | | | | | |
| | | | 3458671351 | 10/07/20 | 20808 | 096569-00 | \$ 202.10 | \$ - | \$ 202.10 |
| | | | 3459145143 | 10/14/20 | 20802 | 096606-00 | \$ 67.02 | \$ - | \$ 67.02 |
| | | | 3459228276 | 10/15/20 | 20801 | 096609-00 | \$ 76.02 | \$ - | \$ 76.02 |
| | | | 3459228278 | 10/15/20 | 20811 | 096608-00 | \$ 269.52 | \$ - | \$ 269.52 |
| | | | 3459437218 | 10/17/20 | 20800 | 096611-00 | \$ 76.67 | \$ - | \$ 76.67 |
| | | | | | | | \$ 772.75 | \$ - | \$ 772.75 |

ACCOUNTS PAYABLE CHECK REGISTER

| CHECK NO | CHECK\VOID DATE | REMIT-TO NAME VENDOR-# | INVOICE NO | INVOICE DATE | VOUCH# | P.O.-NO | AMOUNT PAID | DISCOUNT TAKEN | CHECK AMOUNT |
|----------|-----------------|----------------------------------|------------|--------------|--------|---------|-------------|----------------|--------------|
| 106406 | 11/20/20 | STA225 STATCOURIER | 1019-2112 | 10/31/20 | 20823 | | \$ 1,989.00 | \$ - | \$ 1,989.00 |
| | | COMPUTER CHECK | | | | | | | |
| | | | | | | | \$ 1,989.00 | \$ - | \$ 1,989.00 |
| 106407 | 11/20/20 | TABO01 TABOR ANDREA | 101910 | 11/13/20 | 20818 | | \$ 310.00 | \$ - | \$ 310.00 |
| | | COMPUTER CHECK | | | | | | | |
| | | | | | | | \$ 310.00 | \$ - | \$ 310.00 |
| 106408 | 11/20/20 | TEA001 TEAMSTERS LOCAL 214 | 101917 | 11/17/20 | 20856 | | \$ 1,736.08 | \$ - | \$ 1,736.08 |
| | | COMPUTER CHECK | | | | | | | |
| | | | | | | | \$ 1,736.08 | \$ - | \$ 1,736.08 |
| 106409 | 11/20/20 | UNI001 UNITED WAY OF MONTCALM CO | 101917 | 11/17/20 | 20855 | | \$ 31.68 | \$ - | \$ 31.68 |
| | | COMPUTER CHECK | | | | | | | |
| | | | | | | | \$ 31.68 | \$ - | \$ 31.68 |
| 106410 | 11/20/20 | UNI009 UNITED WAY OF GRATIOT CO | 101917 | 11/17/20 | 20854 | | \$ 71.00 | \$ - | \$ 71.00 |
| | | COMPUTER CHECK | | | | | | | |
| | | | | | | | \$ 71.00 | \$ - | \$ 71.00 |
| 106411 | 11/20/20 | UPS002 UNITED PARCEL SERVICE | 423867450 | 11/07/20 | 20820 | | \$ 32.18 | \$ - | \$ 32.18 |
| | | COMPUTER CHECK | | | | | | | |
| | | | | | | | \$ 32.18 | \$ - | \$ 32.18 |
| | | | | | | | \$ 13.77 | \$ - | \$ 13.77 |
| | | | | | | | \$ 45.95 | \$ - | \$ 45.95 |
| 106412 | 11/20/20 | FIR003 FIRST NATIONAL BANK OMAHA | 101911 | 11/02/20 | 20824 | | \$ 30.41 | \$ - | \$ 30.41 |
| | | COMPUTER CHECK | | | | | | | |
| | | | | | | | \$ 30.41 | \$ - | \$ 30.41 |
| | | | | | | | \$ 56.28 | \$ - | \$ 56.28 |
| | | | | | | | \$ 818.60 | \$ - | \$ 818.60 |
| | | | | | | | \$ 190.67 | \$ - | \$ 190.67 |
| | | | | | | | \$ 1,936.39 | \$ - | \$ 1,936.39 |
| | | | | | | | \$ 78.26 | \$ - | \$ 78.26 |
| | | | | | | | \$ 379.00 | \$ - | \$ 379.00 |
| | | | | | | | \$ 54.00 | \$ - | \$ 54.00 |
| | | | | | | | \$ 220.11 | \$ - | \$ 220.11 |
| | | | | | | | \$ 258.60 | \$ - | \$ 258.60 |

ACCOUNTS PAYABLE CHECK REGISTER

| CHECK NO | CHECK\VOID DATE | REMIT-TO NAME VENDOR-# | INVOICE NO | INVOICE DATE | VOUCH# | P.O.-NO | AMOUNT PAID | DISCOUNT TAKEN | CHECK AMOUNT | |
|--------------------------------|-----------------|----------------------------------|---------------------------|--------------|--------|-----------|-------------|----------------|--------------|--------------|
| | | | 101914-4 | 11/02/20 | 20835 | 096561-00 | \$ (84.80) | \$ - | \$ (84.80) | |
| | | | CREDIT FOR PLANNER | | | | | | | |
| | | | 101914-5 | 11/02/20 | 20836 | 096607-00 | \$ 51.27 | \$ - | \$ 51.27 | |
| | | | 3 APPOINTMENT BOOKS | | | | | | | |
| 106412 | 11/20/20 | FIR003 FIRST NATIONAL BANK OMAHA | 101914-6 | 11/02/20 | 20837 | 096612-00 | \$ 15.95 | \$ - | \$ 15.95 | |
| | | | PLANNER | | | | | | | |
| | | | 101914-7 | 11/02/20 | 20838 | 096616-00 | \$ 241.87 | \$ - | \$ 241.87 | |
| | | | 19 BREAST THERAPY PACKS | | | | | | | |
| | | | 101914-8 | 11/02/20 | 20839 | 096613-00 | \$ 240.30 | \$ - | \$ 240.30 | |
| | | | 30 BUSINESS CARD HOLDERS | | | | | | | |
| | | | 101914-9 | 11/02/20 | 20840 | 096622-00 | \$ 51.41 | \$ - | \$ 51.41 | |
| | | | BLACK/COLOR INK CARTRIDGE | | | | | | | |
| | | | CHECK TOTALS: | | | | | \$ 4,538.32 | \$ - | \$ 4,538.32 |
| | | | BANK CODE TOTALS: | | | | | \$ 56,998.88 | \$ - | \$ 56,998.88 |
| 27 COMPUTER CHECKS | | | | | | | | | | |
| 0 MANUAL PAYMENT CHECKS | | | | | | | | | | |
| 0 VOID CHECKS - TRX | | | | | | | | | | |
| 0 VOID CHECKS - STUBS | | | | | | | | | | |
| 0 VOID CHECKS - ERROR | | | | | | | | | | |
| 0 VOID CHECKS - FORM ALIGNMENT | | | | | | | | | | |
| 0 DIRECT DEPOSITS | | | | | | | | | | |
| 27 CHECKS TOTAL | | | | | | | | | | |
| | | | COMPANY TOTALS: | | | | | \$ 56,998.88 | \$ - | \$ 56,998.88 |

Mid-Michigan District Health Department

100%

FY 2020

AP: 12

| Revenue | | DRAFT/UNAUDITED - THERE MAY BE ADDITIONAL TRANSACTIONS RECORDED | | | | |
|---|---------------------------|--|---------------------|-----------------------|-----------------------|--|
| Account | Proposed Amendment | Current Month | Year-to-Date | Budget Balance | YTD% of Budget | |
| 1 Onsite Sewage | 200,000.00 | 34,070.87 | 193,274.37 | 6,725.63 | 97% | |
| 2 Groundwater Quality | 165,000.00 | 32,989.00 | 153,388.50 | 11,611.50 | 93% | |
| 3 Food Service | 275,000.00 | 15,470.00 | 285,974.00 | -10,974.00 | 104% | |
| 4 Body Art Fees | 5,000.00 | 0.00 | 4,028.00 | 972.00 | 81% | |
| 5 EH Misc Fees | 34,000.00 | 1,354.87 | 31,614.11 | 2,385.89 | 93% | |
| 6 Vision Fees | 10,000.00 | -10.00 | 7,482.80 | 2,517.20 | 75% | |
| 7 Hearing Fees | 13,000.00 | 6.30 | 9,680.70 | 3,319.30 | 74% | |
| 8 Communicable Disease Fees | 1,000.00 | 1,000.80 | 2,000.80 | -1,000.80 | 200% | |
| 9 Immunization Fees | 115,000.00 | 23,880.40 | 110,985.40 | 4,014.60 | 97% | |
| 10 Family Planning/STD Fees | 135,000.00 | -5,808.24 | 71,853.47 | 63,146.53 | 53% | |
| 11 Breast Cancer Fees | 2,500.00 | 897.75 | 2,284.95 | 215.05 | 91% | |
| 12 Lead Fees | 6,500.00 | 97.99 | 6,306.10 | 193.90 | 97% | |
| 13 Varnish Fees | 10,000.00 | -495.00 | 9,512.00 | 488.00 | 95% | |
| 14 Breastfeeding Fees | 4,000.00 | 104.84 | 4,052.93 | -52.93 | 101% | |
| 15 Ched Miscellaneous Fees | 0.00 | 0.00 | 0.00 | 0.00 | 0% | |
| 16 Miscellaneous Other Fees | 100.00 | 100.00 | 100.00 | 0.00 | 100% | |
| 17 Deferred Revenues - Billing | 0.00 | 0.00 | 0.00 | 0.00 | 0% | |
| 18 VFC/317 Vaccine Revenue | 300,000.00 | 15,988.87 | 123,583.15 | 176,416.85 | 41% | |
| 19 MDHHS Grants | 2,652,357.00 | 392,915.00 | 2,386,154.00 | 266,203.00 | 90% | |
| 20 Essential Local Public Health Services | 1,152,146.00 | 93,774.00 | 957,146.00 | 195,000.00 | 83% | |
| 21 MDHHS Fee For Service Revenue | 37,000.00 | 4,380.00 | 32,133.16 | 4,866.84 | 87% | |
| 22 DEQ Grants | 68,000.00 | 14,686.00 | 77,621.00 | -9,621.00 | 114% | |

| | | | | | | |
|-----------------|---------------------------------------|--------------|------------|--------------|-------------|------|
| 23 | Other Grants/Community Support | 462,402.00 | 173,981.78 | 469,383.95 | -6,981.95 | 102% |
| 24 | Medicaid Full Cost Reimbursement | 150,000.00 | 0.00 | 269,103.90 | -119,103.90 | 179% |
| 25 | Medicaid Outreach | 90,000.00 | 0.00 | 34,474.68 | 55,525.32 | 38% |
| 26 | Interest | 20,000.00 | 148.05 | 20,101.31 | -101.31 | 101% |
| 27 | Misc Revenue | 20,500.00 | 6,154.00 | 26,637.00 | -6,137.00 | 130% |
| 28 | Donations | 2,000.00 | 0.00 | 1,628.75 | 371.25 | 81% |
| 29 | Cash Over/Short | 0.00 | 0.00 | 0.00 | 0.00 | 0% |
| 30 | Clinton Co - Appropriation | 423,044.00 | 35,889.91 | 423,044.50 | -0.50 | 100% |
| 31 | Gratiot Co - Appropriation | 320,770.00 | 27,240.59 | 320,770.00 | 0.00 | 100% |
| 32 | Montcalm Co - Appropriation | 427,904.00 | 35,658.67 | 427,904.04 | -0.04 | 100% |
| 33 | Prior Year Adjustments | 0.00 | -32,750.00 | -37,283.50 | 37,283.50 | 0% |
| 34 | Space Occupancy | 275,000.00 | 22,920.00 | 274,012.00 | 988.00 | 100% |
| 35 | Deferred Revenues/Fund Balance- Other | -471,000.00 | 0.00 | 0.00 | -471,000.00 | 0% |
| TOTAL REVENUE: | | 6,906,223.00 | 894,646.45 | 6,698,952.07 | 207,270.93 | 97% |
| W/O SPACE & VFC | | | 855,737.58 | 6,301,356.92 | -562,853.92 | 110% |

Mid-Michigan District Health Department

100%

FY 2020

AP: 12

| Expenditure | | | | | |
|------------------------------|--------------|----------------------|---------------------|-----------------------|-----------------------|
| Account | | Current Month | Year-to-Date | Budget Balance | YTD% of Budget |
| 1 Board of Health Per Diem | 2,000.00 | 195.00 | 1,673.00 | 327.00 | 84% |
| 2 Salaries | 3,502,723.00 | 322,872.45 | 3,505,016.04 | -2,293.04 | 100% |
| 3 FICA | 258,000.00 | 23,433.44 | 260,216.32 | -2,216.32 | 101% |
| 4 Health Insurance | 713,500.00 | 63,095.36 | 711,638.15 | 1,861.85 | 100% |
| 5 Dental Insurance | 40,000.00 | 3,845.16 | 40,453.06 | -453.06 | 101% |
| 6 Retirement | 370,000.00 | 29,484.99 | 366,972.11 | 3,027.89 | 99% |
| 7 Work Comp | 13,000.00 | 1,214.58 | 13,737.47 | -737.47 | 106% |
| 8 Unemployment Comp | 10,000.00 | 8,801.00 | 10,019.00 | -19.00 | 100% |
| 9 Life Insurance | 6,000.00 | 511.03 | 5,972.06 | 27.94 | 100% |
| 10 Physicals/memberships | 1,000.00 | 0.00 | 697.36 | 302.64 | 70% |
| 11 Printed Materials | 5,000.00 | 142.40 | 2,539.86 | 2,460.14 | 51% |
| 12 Postage | 38,000.00 | 2,201.46 | 25,120.12 | 12,879.88 | 66% |
| 13 Office Supplies | 110,000.00 | 13,799.52 | 74,577.76 | 35,422.24 | 68% |
| 14 Computer/Printer Supplies | 100,000.00 | 7,279.68 | 67,050.61 | 32,949.39 | 67% |
| 15 Medical Supplies | 75,000.00 | 11,116.45 | 54,904.87 | 20,095.13 | 73% |
| 16 CD Meds Biologics | 90,000.00 | 7,717.42 | 73,376.33 | 16,623.67 | 82% |
| 17 VFC Supplies | 300,000.00 | 15,988.87 | 123,583.15 | 176,416.85 | 41% |
| 18 Contractual Services | 260,000.00 | 84,332.65 | 264,426.78 | -4,426.78 | 102% |
| 19 Legal Expenses | 25,000.00 | 3,558.55 | 23,603.43 | 1,396.57 | 94% |
| 20 Communications | 80,000.00 | 4,562.96 | 79,465.83 | 534.17 | 99% |
| 21 Travel | 120,000.00 | 7,697.61 | 109,084.55 | 10,915.45 | 91% |
| 22 Advertising & Recruitment | 91,000.00 | 18,100.00 | 49,431.27 | 41,568.73 | 54% |

| | | | | | | |
|---|--|--------------|------------|--------------|-------------|------|
| 23 | Liability Insurance | 37,000.00 | 2,997.00 | 36,198.75 | 801.25 | 98% |
| 24 | Equipment Maintenance/Lease | 70,000.00 | 473.64 | 62,651.52 | 7,348.48 | 90% |
| 25 | Rent | 19,000.00 | 1,766.66 | 16,230.60 | 2,769.40 | 85% |
| 26 | Space Occupancy | 275,000.00 | 22,920.00 | 274,012.00 | 988.00 | 100% |
| 27 | Training | 25,000.00 | 150.00 | 24,108.32 | 891.68 | 96% |
| 28 | Memberships/Certifications/Subscriptions | 26,000.00 | 703.00 | 25,846.54 | 153.46 | 99% |
| 29 | Tuition Reimbursement | 1,000.00 | 0.00 | 660.00 | 340.00 | 66% |
| 30 | Laboratory | 2,000.00 | 403.14 | 1,927.56 | 72.44 | 96% |
| 31 | Behavioral Risk Factor Survey | 22,000.00 | 19,365.20 | 19,365.20 | 2,634.80 | 88% |
| 32 | Misc Other Expense | 1,000.00 | 0.00 | 1,000.00 | 0.00 | 100% |
| 33 | Computer Support | 110,000.00 | 5,180.16 | 101,495.79 | 8,504.21 | 92% |
| 34 | Service Charges/Credit Card Fees | 8,000.00 | 1,707.44 | 8,373.99 | -373.99 | 105% |
| 35 | Equipment | 100,000.00 | 16,632.00 | 82,081.81 | 17,918.19 | 82% |
| 36 | BOH approved capital expenses | 0.00 | 0.00 | 0.00 | 0.00 | 0% |
| TOTAL EXPENSES | | 6,906,223.00 | 702,248.82 | 6,517,511.21 | 388,711.79 | 94% |
| W/O SPACE & VFC | | | 663,339.95 | 6,119,916.06 | 211,306.94 | 107% |
| Revenue Over Expenditures (Deficit) | | 0.00 | 192,397.63 | 181,440.86 | -181,440.86 | 0% |
| Revenue Over Expenditures (Deficit) without BOH approved capital expense | | | 192,397.63 | 181,440.86 | -774,160.86 | 0% |

| MMDHD BALANCE SHEET AS OF | 9/30/2020 | 9/30/2019 |
|-------------------------------------|------------------------|------------------------|
| CURRENT ASSETS | | |
| CASH TO TREASURER | \$3,252,363.44 | \$3,393,842.13 |
| CASH ON DEPOSIT/IMPREST CASH | 3,282.50 | 3,180.00 |
| ACCOUNTS RECEIVABLE/CASH IN TRANSIT | 77,656.52 | 55,248.18 |
| DUE FROM GOVERNMENTAL AGENCIES | 345,269.80 | 239,737.30 |
| INVENTORY - VFC IMMS | 57,148.88 | 56,702.25 |
| PREPAIDS | 99,500.36 | 88,709.33 |
| TOTAL ASSETS | \$3,835,221.50 | \$3,837,419.19 |
| LIABILITIES AND FUND BALANCE | | |
| ACCOUNTS PAYABLE | \$135,248.11 | \$158,291.86 |
| PAYROLL DEDUCTIONS | 1,282.91 | (604.70) |
| PAYROLL PAYABLES | 248,125.51 | 201,825.50 |
| OTHER ACCRUED PAYABLES | 30,873.96 | 17,777.94 |
| ADVANCES | 597,604.47 | 826,601.19 |
| TRUST FUNDS | 17,986.86 | 18,062.86 |
| DEFERRED REVENUE PRIOR YEAR | 0.00 | 0.00 |
| DEFERRED REV DENTAL OUTREACH | 57,033.00 | 57,033.00 |
| DEFERRED REVENUE MCDC | 29,000.00 | 29,000.00 |
| DEFERRED REVENUE-VFC IMMS | 57,148.88 | 56,702.25 |
| DEFERRED REVENUE-MEDICAID FULL COST | 0.00 | 0.00 |
| FUND BALANCE RESTRICTED DENTAL | 111,109.49 | 95,208.84 |
| FUND BALANCE END OF YEAR | 67,829.31 | 88,319.97 |
| FUND BALANCE | 249,661.28 | 324,449.90 |
| FUND BALANCE - COMMUNITY PATHWAYS | 400,000.00 | 0.00 |
| FUND BALANCE - OPEB LIABILITY | 57,778.12 | - |
| FUND BALANCE EQUIPMENT | 489,494.46 | 489,494.46 |
| FUND BALANCE FACILITY DEV | 124,580.00 | 124,580.00 |
| FUND BALANCE SELF INS BONDS | 13,949.72 | 13,949.72 |
| FUND BALANCE-FUTURE RETIREMENT | 323,829.80 | 608,829.80 |
| FUND BALANCE-COMPENSATED LEAVES | 285,988.76 | 285,988.76 |
| FUND BALANCE-UNEMPLOYMENT | 55,000.00 | 55,000.00 |
| FUND BALANCE-TRAINING | 35,000.00 | 35,000.00 |
| FUND BALANCE/BRFS | 11,522.00 | 11,522.00 |
| FUND BALANCE-HEALTH INSURANCE | 160,000.00 | 160,000.00 |
| FUND BALANCE-POTENTIAL CLAIMS | 93,734.00 | 93,734.00 |
| BALANCE SHEET NET INCOME | 181,440.86 | 86,651.84 |
| TOTAL LIABILITIES | \$ 3,835,221.50 | \$ 3,837,419.19 |
| TOTAL NET INCOME | 0.00 | 0.00 |