

***COUNTY OF MONTCALM
ADOPTED ANNUAL BUDGET
FISCAL YEAR ENDING
SEPTEMBER 30, 2018***

2018 BOARD OF COMMISSIONERS

Patrick Q. Carr, Chairman
Ron Retzloff, Vice-Chairman
Ron Baker, Finance Committee Chairman
Jeremy Miller
Ron Braman
Tom Lindeman
John Johansen
Tom Porter
Betty Kellenberger

Bob Clingenpeel, County Controller/Administrator
Brenda A. Taeter, Chief Financial Officer

Table of Contents

Budget Overview

Budget Resolution	1
Expenditure Procedures	5
Organization Chart	11
Budget Summary by Fund	12

Budgetary Details

General Fund Expenditures

Legislative	13
Judicial	13
General Government	13
Public Safety	13
Public Works	14
Health & Welfare	14
Economic Development	14
Parks and Recreation (Fund 208)	15
Child Care (Fund 0292)	15

<i>Special Revenue Funds Expenditures</i>	15
Funds 0159 – 0296	

<i>Debt Service Fund Expenditures</i>	15
Fund 0369	

<i>Capital Projects Funds Expenditures</i>	15
Funds 0245 – 0469	

<i>Permanent Funds Expenditures</i>	15
Fund 0151	

<i>Enterprise Funds Expenditures</i>	15
Funds 0505 – 0598	

<i>Internal Service Funds Expenditures</i>	15
Funds 0174 – 0178	

<i>Revenue by Fund</i>	16
General Fund Revenues by Type	17

Supplemental Information

Salary Schedules	19
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Budget Overview

STATE OF MICHIGAN
COUNTY OF MONTCALM
RESOLUTION 2017- 17
BUDGET RESOLUTION - GENERAL APPROPRIATIONS ACT

At a meeting of the *Board of Commissioners* of the County of Montcalm, held at the Administration Building in Stanton, Michigan on the 25th day of September, 2017.

Present: John Johansen, Tom Porter, Ronald Baker, Ronald Retzloff, Patrick Q. Carr, Ron Braman, Betty Kellenberger, Tom Lindeman, and Jeremy Miller.

Absent: None

It was moved by Commissioner Retzloff and supported by Commissioner Baker that the following Resolution be adopted:

WHEREAS, the Montcalm County Board of Commissioners (“Board”) has examined the fiscal requests for 2018 of the various departments, agencies, offices and activities (“budgetary centers”) which by law it must finance or assist in financing; and

WHEREAS, the Board has taken into consideration the fact that there are certain required functions of county government or operations which must be budgeted at a serviceable level in order to provide statutory and constitutionally required services and programs; and

WHEREAS, the Board has given officials responsible for providing such mandated services the opportunity to determine serviceable levels and the funds to sustain such levels;

WHEREAS, the Uniform Budgeting & Accounting Act (“UBAA”), MCLA 141.21 *et seq.*, requires that the Board enact a general appropriation act designed to meet all County-funded expenditures;

NOW THEREFORE BE IT FURTHER RESOLVED, that the County Treasurer is hereby directed to collect 4.4082 mills for the County’s general operations, .7500 mills for the maintenance and operation of an Ambulance and Rescue Service, .5000 mills for the purpose of providing funds for local libraries in Montcalm County, and .4500 mills for the Commission on Aging for Senior Citizens Services for a total 6.1082 mills levied for all county operations.

BE IT FURTHER RESOLVED, that the amounts indicated in the attached “Budget by Department” are hereby appropriated from the General Fund and other funds of Montcalm County according to the activities and/or statutory requirements of the budgetary center and the provision of this Act.

BE IT FURTHER RESOLVED, that the County Treasurer is hereby authorized to deposit or invest money into the following institutions; Chemical Bank, Huntington National Bank, Isabella Bank, , Mercantile Bank of Michigan, Morgan Stanley, Commercial Bank, Public Trust Advisors, LLC, Flagstar, Fifth Third Bank, Independent Bank, and Sidney State Bank.

BE IT FURTHER RESOLVED, that Montcalm County will reimburse mileage in accordance with the County of Montcalm Expenditure Procedures/Policy at the Internal Revenue Service rate per mile.

BE IT FURTHER RESOLVED, that the fee charged by Montcalm County for boarding of inmates from other jurisdictions will be determined by the Sheriff and the County Controller/Administrator.

BE IT FURTHER RESOLVED, that the revenues received by the County under Public Acts 106 and 107, 1985, (Convention Facility Tax revenue) shall not be used to reduce the County's 2015/2016 operating millage as defined by Public Act 2, 1986. In accordance with Public Act 2, 1986, 50% of the actual Convention Facility Tax revenue not used to reduce the County's operating tax rate shall be appropriated to the Substance Abuse Coordinating Agency for use in substance abuse programs in Montcalm County, with the remaining revenues to be deposited in the County's General Fund.

BE IT FURTHER RESOLVED, that it is understood that revenues and expenditures may vary from those which are currently contemplated and may be changed from time to time by the Board of Commissioners during the 2018 fiscal year, as deemed necessary. Consequently, there may be a need to increase or decrease various portions of the budget and/or reduce the workforce due to unforeseen financial changes; therefore, the Board of Commissioners reserves the right to change the Staffing Control Summary List at any time. The County Elected Officials and County Department Heads shall abide by whatever changes are made by the Board of Commissioners, if any, relative to the approved positions and the number of employees stated in the Staffing Control Summary.

BE IT FURTHER RESOLVED, that authorization to hire an additional employee, and reclassify employees during 2018 fiscal year shall be subject to approval by the Finance and Personnel Committee.

BE IT FURTHER RESOLVED, that authorization to refill a position that has been budgeted in the 2018 Staffing Control Summary be subject to the approval of the County Controller/Administrator.

BE IT FURTHER RESOLVED, that positions on the Staffing Control Summary which are supported by some grant, cost sharing, reimbursement, or some other source of outside funding are only approved contingent upon the County receiving the budgeted revenues. Upon notification that budgeted funding of a position shall not be received the elected official or department head shall immediately notify the County Controller/Administrator and the Finance Committee, and that position shall be immediately removed from the Staffing Control Summary if funding is exhausted.

BE IT FURTHER RESOLVED, maintenance agreements are essential to a variety of building and operating equipment. County Elected Officials and County Department Heads are authorized to renew existing maintenance agreements upon the approval of the County Controller/Administrator.

BE IT FURTHER RESOLVED, that the following regulations shall apply to these appropriations, and budgetary centers shall be deemed to have agreed to these restrictions and obligations by accepting funds pursuant to this Act or otherwise incurring expenditures in exception of County funding:

1. All terms in this Act shall have the meaning assigned to them in the UBAA. The term "budgetary center" includes all courts receiving funds through this Act.
2. All budgetary centers receiving funds herein shall abide by the UBAA and the Uniform Chart of Accounts referenced therein. Each administrative officer in charge of a budgetary center shall promptly provide the budget officer with all information which the fiscal officer considers necessary and essential to the preparation of a County budget for the ensuing fiscal period.

3. The amounts appropriated herein shall be paid from the County Treasury at the time and in the manner provided by law and other applicable policies or resolutions of the Board, whether enacted to date or subsequently adopted.
4. Expenditures and revenues shall be recorded and reported in the manner provided by law. Fees and other money received by budgetary centers should be forwarded promptly to the County Treasurer and credited to the appropriate County Fund, except as otherwise provided by this Act or by any other act of the Board.
5. Except as otherwise provided by law, each budgetary center shall limit expenditures within the appropriations authorized herein and shall not attempt to expend funds at a rate which will eventually result in a deficit within the budgetary center without the approval of the Board. Further, all expenditures of the County funds and other funds under the control of any budgetary center, except as otherwise provided by law, shall be expended only for purposes attached to the accounts and within the various policies of the Board of Commissioners, including, but not limited to, travel policy, purchasing policy, vehicle-use policy, applicable collective bargaining agreements, applicable personnel policies, and the "County of Montcalm Expenditure Procedures/Policy", the latter being attached hereto and specifically approved by the Board herein. The County of Montcalm shall only be responsible for the payment of purchases made in accordance with the provisions of MCLA 46.13B and the UBAA.
 - 5a. All Court budgetary centers' (Circuit Court, Circuit Court Probation, District Court, District Court Probation, Probate Court, and Juvenile Probation) budgets will be administered in accordance with Supreme Court Administrative Order 1998-5.
 - 5b. In the event that State of Michigan fails to provide certain revenue transfer payments as required by state law and/or contractual agreements between the State of Michigan and Montcalm County, the specific programs funded by such state revenue transfer payments shall bear the full impact of such revenue reduction. In the event that the State of Michigan defaults or otherwise fails to provide general, unrestricted revenue transfer payments, the Board, upon the recommendation of the Finance & Personnel Committee, shall allocate said revenue reduction in its legislative judgment.

THE MONTCALM COUNTY BOARD OF COMMISSIONERS CANNOT, AND WILL NOT, ABSORB THE PROGRAM COSTS CREATED BY REVENUE TRANSFER PAYMENT DEFAULTS BY THE STATE OF MICHIGAN.

6. If a budgetary center desires an additional appropriation or transfer between accounts it shall forward a detailed request to the Board describing the proposed budgetary amendment or transfer and the reasons for the action. The County Controller's Office is given authority to make line item transfers within budgetary centers except to increase conference travel line items and to increase capital expenditure line items. Line item transfers affecting the budget of a wage line item require the approval of the Board of Commissioners.
7. Except as otherwise provided by law, the number of positions noted for certain budgetary centers in their salary account appropriations shall be the maximum staffing level authorized to be drawn from such accounts. No budgetary center shall maintain more employees on the payroll than the maximum specified for the appropriate account.

8. This Act shall become effective October 1, 2017. This Act may be amended by the Board at any time and any appropriation made hereunder may be increased or decreased in the Board's discretion.
9. This Act and attachments as incorporated by reference herein and all amendments hereto shall constitute the 2018 General Appropriations Act for Montcalm County for all purposes and the law.

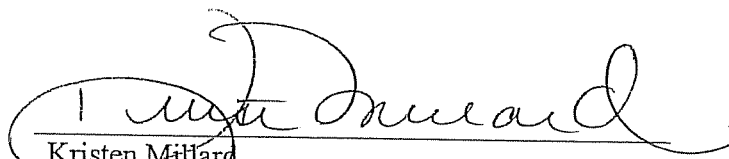
Yeas: John Johansen, Tom Porter, Ronald Baker, Ronald Retzloff, Patrick Q. Carr, Ron Braman, Betty Kellenberger, Tom Lindeman, and Jeremy Miller.

Nays: None

Absent: None

RESOLUTION ADOPTED

DATE: 25th day of September 2017



Kristen Millard
Montcalm County Clerk

County of Montcalm Expenditure Procedures/Policy

Summarized Process for Departmental Spending

- Verify availability of funds in appropriate line item.
- Procure purchase order from Controller's Office as needed.
- Implement the quote/bidding process, if necessary.
- Authorize and code voucher/invoice to appropriate line item.
- Forward voucher/invoice to Controller's Office for payment.

Note: If it is discovered during the payment process that payment of a voucher/invoice will put the department over its budget, the voucher/invoice in question will be returned to the Department Head. It will be the responsibility of the Department Head to seek corrective action in order to resolve the budgetary matter.

Equipment & Vehicle Purchases

Purchases of equipment and vehicles require a purchase order issued by the Controller's Office. Items with a unit cost between \$2,000 and \$15,000 may be purchased after obtaining three (3) price quotes. Items costing over \$15,000 will require competitive bids based on specifications developed by the Department Head. The Department shall be responsible for requesting bids from vendors; however, the bids must be received, via mail or hand delivery, by the Controller's Office prior to opening. Bids shall be approved by the County Controller/Administrator, upon verification of available funds. This procedure shall be followed for purchases made from any fund, line items 974000 through 981000.

Asset Capitalization

It shall be the policy of the County that all purchases in excess of \$5,000 (per unit) for building, equipment, and vehicle expenditures (utilizing line items 974000-981000) shall be considered a capital asset of the County and MUST have a purchase order issued by the Controller's Office prior to making the purchase.

Request for Proposal (RFP) - Services

Any vendor receiving in excess of \$25,000 for services on an annual basis shall be evaluated, on or about a three (3) year schedule, by the Controller's Office and the Department Head. If it is mutually determined that an RFP is necessary, then it is up to the Department Head to follow through with the bidding process as previously set forward.

Advanced Payment of Bills Prior to Warrant Approval

The Controller's Office is authorized to issue a check prior to the board audit for the payment of such bills and invoices with a due date prior to the next meeting of the Finance and Personnel Committee. Those bills and invoices may include, but are not limited to: phone bills, fuel bills, utility bills, postage invoices, credit card bills, maintenance contract invoices, and employee benefit billings.

Warrant Procedures

- a. *All bids and claims* - must be signed or initialed by the department head and line-item coded. Sufficient funds must be in the line item budget to cover cost of purchases charged, or have prior approval of the Board of Commissioners.
- b. *Vendor Bills* - are paid on an itemized invoice only. The Board will disallow claims submitted on a statement of account. This is to permit the Board to ascertain that a charge is for county use. This invoice must contain a description of supplies, service, materials or equipment charged, as well as the cost.
- c. *Personal Expense Reimbursement* - must be submitted on a County Travel Expense Voucher. A receipt must be attached to the voucher to support all reimbursement claims for meals, lodging and public transportation.

Meals - the County will reimburse for meal expenses for employees who must be outside of Montcalm County because of county business.

Mileage - the County will reimburse employees who drive their personal vehicle for county business. Normal travel between the employee's home and place of work is not a permitted expense. Therefore, all mileage claimed must describe the point of departure and the employee's destination, as well as the exact mileage between these two points. Claims for mileage reimbursement shall show only travel originating from the employee's official work station (in most cases this would be Stanton) to the travel destination. Travel must terminate back at the employee's official work station. This rule does not mean that an employee must always drive to their work station prior to beginning county travel, nor does this mean that employees must always return to their work station after finishing county travel. However, mileage reimbursement shall only be made from the work station to travel destination, and return to the work station.

Exception: Salaried (not hourly) employees who must report to their work station at a time other than normal working hours, (i.e. meetings) may request reimbursement for travel from home to the work station and return home. Hourly employees do not receive travel for overtime work because they must receive compensatory time off or be paid at the time and one-half wages for any work over forty (40) hours per week.

Conference Travel – (866000, 866001, & 866002 are defined as)

Expenses related to county personnel attending a prearranged conference, seminar, workshops, etc. relating to and benefiting both the employee and the County as a whole. Expenses budgeted for conference travel should include any or all of the following (as may be appropriate): lodging, meals, mileage and airfare.

Funds will not be expended for travel outside the state of Michigan unless prior approval for such travel is granted by the Board of Commissioners.

Requests for conference travel funds to be included in a departmental budget must be made annually during the budget hearings. Approved conference travel will be listed by department in the budget. Conferences attended by employees that do not have the prior funding authorization will be at the employees own expense.

County personnel may obtain advance funds to attend conferences. Requests for advances must be made no later than one (1) week prior to the date of the conference.

Upon returning from a conference, an expense voucher must be prepared and submitted to the Finance and Personnel Committee at the next scheduled meeting with receipts attached detailing actual expenses plus any expenses incurred in addition to the advance payment.

Payment cannot be made for conference travel expense that would exceed the authorized line item total without prior committee and Board approval and the transfer of appropriate funds. Conference travel expenses cannot be charged to other departmental line items.

Expenditure Account Coding

Department heads will submit invoices for payment to the Controller's Office. The department head will write the appropriate expenditure account on the invoice and initial the invoice. Initialing the invoice signifies approval of the department head to pay the bill, proper receipt of the items by the department, and adequate budgeted funds to pay the invoice. Line items shall be used as detailed below:

<u>Line Item</u>	<u>Description</u>
727000	Supplies used in the office environment, other than supplies related to computer operations.
728000	Postage and post office box rental. New post office box rentals must be pre-approved by the Montcalm County Board of Commissioners.
729000	Professional printing of materials, including forms, envelopes, etc.

730000 Supplies relating to the operation of the computer. Software and hardware purchases including accessories and add-ons are recorded in line item 980002.

742000 Supplies other than office, computer, or janitorial.

744000 Employees required to have uniforms provided under a collective bargaining agreement.

745000 Gas, oil, fluids, and oil changes for county owned vehicles.

760000 Medical supplies used in the treatment of clients/patients.

801000 Consultant costs other than legal consultants.

801001 Legal consultants.

802000 Health services for county employees and jail inmates requiring the county to pay for the services.

808000 Membership dues for inclusion in professional organizations. Subscriptions to periodicals. Publications relating to county business.

808002 Licensure costs when required by collective bargaining agreement.

809000 Ongoing equipment service or maintenance contracts as approved by the Montcalm County Board of Commissioners.

809001 Ongoing software maintenance and license contracts as approved by the Montcalm County Board of Commissioners.

810000 Janitorial services

819000 Collections relating to payment for services.

826000 Professional dry cleaning of employee uniforms as required by collective bargaining agreements or approved by the Montcalm County Board of Commissioners.

850000 Land line telephone costs. Regular telephone bills include invoices from the county telephone system.

851000 Cellular phone contract costs.

852000 Pager contract costs.

860000 Mileage reimbursement for travel for county business purposes. Includes mileage to and from the work location.

860001 Meals and lodging associated with county business travel, not related to conferences, seminars, or training.

860002 Other expenses associated with county business travel, i.e. airfare, bridge tolls, road tolls, parking fees.

866001 Meals and lodging reimbursement for travel for county business purposes.

866000 Mileage for travel related to conferences, seminars, or other training sessions.

866001 Meals and lodging for travel related to conferences, seminars, or other training sessions.

866002 Costs for travel related to conferences, seminars, or other training sessions, except for mileage, meals, and lodging, i.e. airfare, bridge tolls, road tolls, parking fees.

900000 Advertising in the county newspapers.

911001 Claims and judgements.

920001 Utilities - Gas.

920002 Utilities – Electric.

920003	Utilities – Water and Sewer.
930000	Building repair.
931000	Equipment repair.
931010	Equipment maintenance.
932000	Vehicle repair, routine maintenance as well as non-accident repairs.
932001	Vehicle repair, accident related with insurance claim to follow.
933000	Office equipment repair.
935000	Grounds maintenance.
940000	Rent of vaults in the county retention building. Other non-equipment rentals as approved by the Montcalm County Board of Commissioners.
945000	Building rent
956000	Employee training including conference or seminar registration fees and other employee training items.
956001	Employee training – equipment purchases.
956002	Employee training that involves the payment of a consultant.
975000	Improvements to buildings that extend the useful life of those buildings.
977000	Capital equipment other than office equipment, computer equipment, or vehicles.
980001	Equipment used in the office environment other than computer equipment. Includes furniture and fixtures.
980002	All computer hardware, software, add-ons, accessories, peripherals, wiring, etc.
981000	County owned vehicles and items needed to place those vehicles in service.
981001	Equipment installed in vehicles.

Note: The County Controller’s Office will have the final decision on expenditure account coding.

One-Time Revenue Spending

It shall be the policy of the County that any/all revenue deemed to be received on a “One-Time basis” shall not be utilized in a manner in which to fund operating expenses that will have perpetual costs/consequences for years to come.

Deficit Spending in Line Items

Department heads may transfer funds from one line item to another without Board approval, with the following exceptions and after approval by the County Controller/Administrator:

- A. Transfers to or from a personnel line item requires the approval of the Board of Commissioners.
- B. Transfers to a Capital Outlay line item (974000 to 981000) greater than \$5000.00 in amount require the approval of the Board of Commissioners.

Under no circumstance may a department head overspend the budget allocations, whether by account or activity. Approval of line item transfers by the County Controller/Administrator does not constitute approval to increase the overall budget allocation. As soon as a department head realizes that spending will exceed a budget allocation, a request for a budget supplement should be prepared for the Finance and Personnel Committee, stating the amount and the reason for the overrun.

MONTCALM COUNTY

2018 Proposed Budget
All Funds

	Beginning Fund Balance	Budgeted Revenues/Transfers in	Budgeted Expenses/Transfers out	Net Change in Fund Balance	Projected Ending Fund Balance
General Fund					
0101 General Fund	\$ 5,608,599	\$ 13,114,489	\$ (13,023,706)	\$ 90,783	\$ 5,699,382
0208 Parks and Recreation	7,106	16,500	(14,593)	1,907	9,013
0292 Child Care	145,328	1,102,000	(1,101,254)	746	146,074
Special Revenue Funds					
0159 Victim Support Team	1,277	-	(1,000)	(1,000)	277
0164 Law Enforcement Trust	23,510	-	-	-	23,510
0215 Friend of the Court	-	829,710	(801,563)	28,147	28,147
0228 Solid Waste Planning	247,528	190,850	(182,699)	8,151	255,679
0235 Homeland Security Grant	52,977	-	-	-	52,977
0243 Community Information System	-	-	-	-	-
0256 ROD Automation	247,898	-	-	-	247,898
0262 Concealed Pistol Licensing	21,684	32,500	(26,125)	6,375	28,059
0263 Local Correction Officer Training	18,383	16,750	(21,865)	(5,115)	13,268
0265 Drug Law Enforcement	7,898	-	-	-	7,898
0266 Law Enforcement	467	-	-	-	467
0269 Law Library	9,636	9,000	(9,000)	-	9,636
0271 County Library	4,820	800,000	(800,000)	-	4,820
0272 Animal Shelter Donation	15,934	15,000	(3,000)	12,000	27,934
0274 CDBG Housing Grant	44,820	20,430	(37,000)	(16,570)	28,250
0289 Commission on Aging	10,236	1,288,157	(1,236,508)	51,649	61,885
0293 Soldiers and Sailors Relief	109,653	10	(12,000)	(11,990)	97,663
0294 Veterans Trust	17,352	-	(5,000)	(5,000)	12,352
0296 Social Welfare	1,000	-	-	-	1,000
Debt Service Funds					
0369 Building Authority Debt Service	1,052	901,783	(901,783)	-	1,052
Capital Projects Funds					
0245 Public Improvement	50,907	3,740	-	3,740	54,647
0401 Equipment Purchase and Replacement	15,510	128,700	(128,700)	-	15,510
0402 Jail Improvement	9,318	5	(3,000)	(2,995)	6,323
0403 General Projects	146,872	-	(84,073)	(84,073)	62,799
0408 Park Capital Improvements	161,776	-	-	-	161,776
0469 Building Authority Construction	53,181	30	-	30	53,211
Permanent Funds					
0151 Cemetery	98,244	50	(50)	-	98,244
Enterprise Funds					
0505 Ambulance	(678,156)	5,082,709	(4,764,240)	318,469	(359,687)
0516 Delinquent Tax Revolving	9,012,303	939,090	(198,000)	741,090	9,753,393
0255 Principal Residence Exemption Audits	18,304	3,000	(750)	2,250	20,554
0595 Inmate Commissary	165,219	38,000	(56,989)	(18,989)	146,230
0598 Building Official	90,797	378,000	(316,987)	61,013	151,810
Internal Service Funds					
0174 Office Equipment Pool	-	98,600	(98,600)	-	-
0178 Postemployment Health	148,925	69,000	(68,720)	280	149,205
Component Units					
0211 Central Dispatch	(641,605)	1,689,111	(2,043,465)	(354,354)	(995,959)
	<u>\$ 15,248,753</u>	<u>\$ 26,767,214</u>	<u>\$ (25,940,670)</u>	<u>\$ 826,544</u>	<u>\$ 16,075,297</u>

Budgetary Details

Montcalm County
2018 Proposed Budget

Fund/Department	Sum of 2015 Actual	Sum of 2016 Actual	Sum of 2017 Orig Budget	Sum of 2017	Sum of 2017 Actual	Sum of 2018	2018 Finance &
				Amend Budget		Department Request	Personnel Recommendation
0101 General Fund							
Board of Commissioners	133,357	204,124	118,856	495,289	463,668	168,671	139,551
Circuit Court	443,940	422,716	332,286	332,286	283,721	332,286	332,066
District Court	707,422	689,370	648,722	676,666	567,845	673,768	592,268
Jury Board	5,890	5,026	5,300	5,300	4,868	5,400	5,400
Probate/Juvenile Court	985,696	924,537	919,038	814,569	650,983	940,622	808,425
Circuit Court Probation	2,941	3,260	3,200	3,200	2,658	3,200	3,200
District Court Probation	128,071	128,940	133,635	150,794	132,295	145,476	145,276
Witness Cost	11,059	19,889	11,300	11,300	4,172	9,800	10,300
County Controller	403,287	355,285	340,873	463,718	350,324	493,237	386,457
Professional Consultants	77,379	78,041	75,500	85,500	78,657	57,500	57,500
County Clerk	375,787	371,408	293,903	331,871	302,121	316,807	265,307
Information Systems	25,655	54,427	67,000	77,000	20,665	139,929	144,323
Central Services & Purchasing	14,647	14,945	15,000	18,000	16,861	23,000	18,000
Equalization	331,107	269,578	260,209	283,188	258,767	279,387	252,328
Survey/Re monumentation	81,238	128,724	120,000	120,000	125,283	50,000	83,150
County Treasurer	306,533	299,431	320,524	325,368	288,903	327,583	290,283
Cooperative Extension	108,711	97,839	68,627	68,627	64,887	71,661	-
Elections	60,903	104,966	132,339	80,600	72,833	79,400	79,400
Building and grounds	812,681	732,784	780,137	793,027	664,988	813,809	778,064
Prosecuting Attorney	575,977	556,853	457,585	534,188	463,273	529,183	524,183
Register of Deeds	255,611	244,586	211,626	211,394	184,213	212,769	212,549
Building rent	964,098	915,046	895,408	895,408	894,608	901,783	901,783
Drain Commission	185,275	182,657	163,314	170,982	137,834	167,480	165,880
Economic Development	5,400	30,500	30,000	30,000	25,000	-	-
Sheriff	2,081,834	1,961,135	1,294,191	1,366,724	1,177,817	1,352,572	1,327,172
Contracted Police Service	423,228	395,698	540,803	657,375	596,359	709,439	709,439
Justice Training	39,949	40,711	4,900	4,900	2,111	4,900	4,900

Montcalm County
2018 Proposed Budget

Fund/Department	Sum of 2015	Sum of 2016	Sum of 2017	Sum of 2017	Sum of 2017	Sum of 2018	2018 Finance &
	Actual	Actual	Orig. Budget	Amend Budget	Actual	Department Request	Personnel Recommendation
Marine Safety	50,778	47,711	32,467	32,467	14,870	32,467	31,167
Secondary Road Patrol	71,253	72,287	76,049	84,209	73,156	83,010	80,641
Jail	2,243,122	2,201,460	2,205,840	2,404,517	2,209,000	2,400,277	2,391,077
Community Corrections	81,648	74,283	85,208	85,208	68,341	98,408	98,408
Animal Control	137,019	133,274	98,904	98,904	86,879	97,217	29,000
Drains at Large	116,191	98,732	-	112,939	112,939	115,000	115,000
Contagious Disease	2,398	1,227	3,500	3,500	-	1,500	1,500
Substance Abuse Commission	245,703	126,746	100,000	136,225	129,808	94,075	94,075
Medical Examiner	143,424	135,855	127,000	117,000	114,906	127,000	117,000
Emergency Management	122	-	-	-	6	-	-
Veterans burials	9,225	5,475	6,000	6,000	4,575	6,000	6,000
West Michigan Regional Planning	4,691	4,996	5,300	5,300	4,589	5,300	4,500
Planning Commission	574	1,764	3,100	3,100	805	2,300	1,100
Brownfield	112,822	-	-	-	-	-	-
Insurance and Bonds	169,742	103,046	165,500	165,500	88,699	205,000	111,026
Contingency	-	-	75,000	29,400	-	75,000	85,000
Appropriations	681,504	677,501	582,909	584,908	515,688	582,908	585,908
Transfers out	1,173,268	1,286,019	1,128,600	1,406,563	947,550	1,128,600	1,035,100
0101 General Fund	14,791,159	14,202,851	12,939,653	14,283,014	12,207,527	13,863,724	13,023,706

Montcalm County
2018 Proposed Budget

Fund/Department	Sum of 2015 Actual	Sum of 2016 Actual	Sum of 2017 Orig Budget	Sum of 2017	Sum of 2017 Actual	Sum of 2018	2018 Finance &
				Amend Budget		Department Request	Personnel Recommendation
0151 Cemetery	3,987	639	50	50	522	50	50
0159 Victim Support Team	-	-	-	-	440	1,000	1,000
0174 Office Equipment Pool	101,519	103,631	99,100	109,100	99,950	98,600	98,600
0178 Postemployment Health	24,140	48,338	58,100	58,100	68,454	73,600	68,720
0208 Parks and Recreation	27,390	10,226	16,508	16,508	10,432	15,455	14,593
0215 Friend of the Court	792,585	797,832	803,496	825,961	710,881	823,027	801,563
0228 Solid Waste Planning	185,371	188,177	181,873	181,873	146,938	183,683	182,699
0243 Community Information System	130	11,611	-	7,009	7,009	-	-
0255 Principal Residence Exemption Audits	1,358	29,038	636	636	438	750	750
0256 ROD Automation	65,468	86,348	77,400	77,400	63,021	-	-
0262 Concealed Pistol Licensing	-	22,844	26,100	26,100	17,142	26,125	26,125
0263 Local Correction Officer Training	21,095	14,811	17,000	23,548	23,232	21,865	21,865
0269 Law Library	8,193	7,904	9,000	9,000	5,536	9,000	9,000
0271 County Library	798,253	886,925	799,800	799,800	829,449	800,000	800,000
0272 Animal Shelter Donation	4,988	7,947	3,000	3,000	11,079	3,000	3,000
0274 CDBG Housing Grant	160,840	35,111	25,010	45,077	53,983	17,000	37,000
0289 Commission on Aging	1,405,503	1,377,688	1,284,056	1,258,082	1,143,974	1,348,761	1,236,508
0292 Child Care	1,010,738	1,121,953	1,000,000	1,184,708	1,015,538	1,101,254	1,101,254
0293 Soldiers and Sailors Relief	30,199	9,462	36,000	32,000	16,019	12,000	12,000
0294 Veterans Trust	12,649	6,715	15,000	15,000	630	5,000	5,000
0369 Building Authority Debt Service	964,098	8,940,046	895,408	895,408	895,108	901,783	901,783
0401 Equipment Purchase and Replacement	292,393	265,915	123,304	261,092	186,604	173,304	128,700
0402 Jail Improvement	-	-	3,000	3,000	2,697	3,000	3,000
0403 General Projects	84,999	84,055	80,000	80,000	83,886	84,073	84,073
0408 Park Capital Improvements	2,793	-	-	-	-	-	-
0505 Ambulance	3,547,341	4,454,924	4,418,302	4,691,054	3,723,527	4,764,343	4,764,240
0516 Delinquent Tax Revolving	221,413	328,411	343,000	343,000	1,360,926	2,148,000	198,000
0595 Inmate Commissary	85,574	84,400	89,000	89,000	55,056	57,885	56,989
0598 Building Official	298,175	293,455	302,065	317,113	269,922	327,544	316,987
Grand Total	24,942,349	33,421,254	23,645,861	25,635,632	23,009,919	26,863,826	23,897,205

2018 Summary of Revenues by Fund

FUND	Values					Sum of 2018 Department Request	2018 Finance & Personnel Recommendation
	Sum of 2015 Actual	Sum of 2016 Actual	Sum of 2017 Orig Budget	Sum of 2017 Amend Budget	Sum of 2017 Actual		
0101	(14,317,095)	(16,925,373)	(13,275,589)	(13,709,542)	(9,117,904)	(13,242,639)	(13,114,489)
0151	(70)	(2,242)	(50)	(50)	(85)	(50)	(50)
0159	(1)	(1)	(1)	(1)	(2)	-	-
0174	(103,750)	(105,784)	(99,100)	(109,100)	(89,003)	(99,100)	(98,600)
0178	(16,749)	(41,500)	(64,275)	(64,275)	(51,918)	(52,275)	(69,000)
0208	(32,493)	(21,627)	(17,500)	(17,500)	(13,710)	(16,500)	(16,500)
0211	(1,641,901)	(1,733,686)	(1,681,611)	(1,681,611)	(1,733,997)	(1,679,111)	(1,689,111)
0215	(755,048)	(845,764)	(807,900)	(819,531)	(751,004)	(824,710)	(829,710)
0221	(6,447,308)	(6,531,409)	-	-	(5,386,962)	-	-
0228	(182,015)	(191,469)	(191,000)	(191,000)	(200,927)	(190,850)	(190,850)
0243	(5)	(15)	(5)	(5)	-	-	-
0245	(3,755)	(3,782)	(3,752)	(3,752)	(3,740)	(3,740)	(3,740)
0255	(13,977)	(3,061)	(5,000)	(5,000)	(8,111)	(3,000)	(3,000)
0256	(77,027)	(70,027)	(77,400)	(77,400)	(66,078)	-	-
0262	(5,198)	(31,930)	(33,500)	(33,500)	(24,510)	(32,500)	(32,500)
0263	(18,350)	(16,136)	(17,000)	(17,000)	(13,347)	(16,750)	(16,750)
0266	(1)	(1)	(1)	(1)	(1)	(1)	-
0269	(4,163)	(16,500)	(9,000)	(9,000)	(6,500)	(9,000)	(9,000)
0271	(795,859)	(879,562)	(799,800)	(799,800)	(892,194)	(800,000)	(800,000)
0272	(8,104)	(6,897)	(3,000)	(3,000)	(15,221)	(15,000)	(15,000)
0274	(213,305)	(26,774)	(25,010)	(25,010)	(7,878)	(430)	(20,430)
0289	(1,354,834)	(1,431,024)	(1,288,157)	(1,288,157)	(1,346,587)	(1,288,157)	(1,288,157)
0292	(943,940)	(1,403,781)	(1,000,000)	(1,184,708)	(939,541)	(1,100,000)	(1,102,000)
0293	(31,770)	(32,383)	(32,060)	(32,060)	(2,204)	(10)	(10)
0294	(13,620)	(21,308)	(15,000)	(15,000)	(203)	-	-
0369	(964,098)	(8,940,048)	(895,408)	(895,408)	(901,344)	(900,983)	(901,783)
0401	(291,066)	(270,470)	(143,704)	(215,328)	(179,489)	(143,700)	(128,700)
0402	(5)	(5)	(5)	(5)	(7)	(5)	(5)
0403	(96)	(47)	(96)	(96)	-	-	-
0408	(3)	(10)	(5)	(5)	-	-	-
0469	(32)	(71)	(30)	(30)	(115)	(30)	(30)
0505	(3,677,426)	(4,369,159)	(4,623,250)	(4,623,250)	(4,153,113)	(4,806,100)	(5,082,709)
0516	(1,838,091)	(1,345,123)	(1,456,800)	(1,456,800)	(1,382,821)	(4,939,090)	(939,090)
0595	(107,450)	(112,924)	(100,000)	(100,000)	(61,099)	(38,000)	(38,000)
0598	(310,114)	(344,434)	(300,000)	(300,000)	(359,557)	(378,000)	(378,000)
Grand Total	(34,168,717)	(45,724,328)	(26,965,009)	(27,676,925)	(27,709,172)	(30,579,731)	(26,767,214)

2018 General Fund Revenues by Type

		Values					Sum of 2018	2018 Finance
GROUP	SUBGROUP	Sum of 2015 Actual	Sum of 2016 Actual	Sum of 2017 Orig Budget	Sum of 2017 Amend Budget	Sum of 2017 Actual	Department Request	Personnel Recommendation
Taxes	Taxes - current	(7,063,035)	(7,263,266)	(7,106,300)	(7,106,300)	(2,806,259)	(7,106,300)	(7,106,300)
	Taxes - delinquent	(2,810)	(3,391)	(3,000)	(3,000)	(5,143)	(3,000)	(3,000)
	Taxes - mobile home park	(3,584)	(3,544)	(4,000)	(4,000)	(3,791)	(4,000)	(4,000)
	Taxes - other	-	(712)	(300)	(300)	(23,009)	(20,300)	(20,300)
	Taxes - PILOT	(5,671)	(5,983)	(3,000)	(3,000)	(6,169)	(3,000)	(3,000)
Taxes Total		(7,075,099)	(7,276,897)	(7,116,600)	(7,116,600)	(2,844,372)	(7,136,600)	(7,136,600)
Licenses and permits	LP - Cremation permits	(11,070)	(13,365)	(12,500)	(12,500)	(12,430)	(12,500)	(12,500)
	LP - Dog licenses	(108,792)	(91,300)	(103,300)	(103,300)	(90,095)	(92,100)	(90,000)
	LP - Gun permits	(13,344)	-	(20,000)	-	-	-	-
	LP - Marriage licenses	(2,845)	(4,840)	(3,500)	(3,500)	(4,800)	(3,500)	(3,500)
Licenses and permits Total		(136,051)	(109,505)	(139,300)	(119,300)	(107,325)	(108,100)	(106,000)
IR	IR - Brownfield grant	(114,179)	-	-	-	-	-	-
	IR - BVP grant	(6,185)	-	-	-	-	-	-
	IR - Case flow assist	(8,349)	(15,582)	(14,300)	(14,300)	(14,070)	(14,300)	(14,300)
	IR - Cigarette tax	-	-	-	-	-	-	-
	IR - CMET	(15,825)	(14,225)	(11,333)	(7,931)	(5,665)	(13,596)	(13,596)
	IR - Community corrections grant	(79,978)	(73,068)	(85,208)	(85,208)	(69,756)	(98,408)	(98,408)
	IR - Convention and tourism tax	(431,452)	(192,740)	(188,150)	(188,150)	(175,315)	(188,150)	(188,150)
	IR - Coop reimb - prosecutor	(55,072)	(52,462)	(64,000)	(64,000)	(65,627)	(64,000)	(64,000)
	IR - Court equity	(276,757)	(273,371)	(270,000)	(270,000)	(261,565)	(270,000)	(270,000)
	IR - Homeland security	(1,138)	-	-	-	-	-	-
	IR - Judicial salary standardization	(137,172)	(137,847)	(137,172)	(137,172)	(103,104)	(137,172)	(137,172)
	IR - Juvenile officer grant	(25,569)	(74,605)	(96,102)	(34,317)	(41,460)	(96,102)	(96,102)
	IR - Liquor license fees	(7,965)	(9,019)	(9,000)	(9,000)	(234)	(9,000)	(9,000)
	IR - Marine safety	(22,400)	(23,800)	(21,500)	(21,500)	(2,500)	(22,000)	(22,000)
	IR - Michigan justice training	(4,780)	(7,952)	(5,233)	(5,233)	(4,688)	(3,800)	(3,800)
	IR - Probate Judge's salary	(103,273)	(112,586)	(102,870)	(102,870)	(80,802)	(102,870)	(102,870)
	IR - Secondary road patrol	(69,536)	(70,012)	(77,248)	(77,248)	(53,308)	(77,248)	(77,248)
	IR - State remonumentation	(97,551)	(104,162)	(100,000)	(100,000)	(73,904)	(50,000)	(59,000)
	IR - State revenue sharing	(1,191,311)	(1,324,907)	(1,242,506)	(1,242,506)	(1,254,633)	(1,254,632)	(1,267,179)
	IR - Title IV-E - prosecutor	(12,957)	(14,385)	(20,000)	(20,000)	(34,663)	(50,000)	(50,000)
	IR - Victim rights act	(50,835)	(54,325)	(56,500)	(56,500)	(54,805)	(58,894)	(58,894)
IR Total		(2,712,283)	(2,555,048)	(2,501,122)	(2,435,935)	(2,296,098)	(2,510,172)	(2,531,719)
CS	CS - Animal shelter	(12,610)	(16,065)	(18,000)	(18,000)	(17,514)	(18,000)	-
	CS - Care of prisoners	(139,204)	(158,811)	(124,200)	(124,200)	(221,824)	(124,400)	(124,400)
	CS - Central services	(464,090)	(506,209)	(526,680)	(526,680)	(443,841)	(510,929)	(438,332)
	CS - Circuit Court	(112,583)	(127,955)	(128,500)	(128,500)	(121,018)	(128,500)	(128,500)
	CS - Clerk	(148,296)	(156,802)	(177,750)	(177,750)	(163,974)	(174,450)	(174,450)
	CS - District court	(743,616)	(689,104)	(585,400)	(585,400)	(569,210)	(585,400)	(585,400)

CS	CS - Drain Commission	-	-	(35,000)	(22,500)	(23,000)	(23,000)	(23,000)
	CS - Equalization	-	(506)	(21,500)	(21,500)	(24,030)	(6,900)	(6,900)
	CS - Mapping services	(24,248)	(21,391)	-	-	-	-	-
	CS - Other	(18,287)	(12,826)	(9,850)	(9,850)	(14,868)	(9,650)	(9,650)
	CS - Probate court	(49,564)	(39,976)	(53,000)	(53,000)	(70,242)	(53,000)	(53,000)
	CS - Register of Deeds	(555,954)	(473,580)	(653,400)	(653,400)	(557,131)	(673,100)	(596,100)
	CS - Sheriff	(547,137)	(574,959)	(593,802)	(615,442)	(525,341)	(656,600)	(656,600)
	CS - Treasurer	(8,965)	(13,731)	(15,575)	(15,575)	(15,084)	(14,025)	(14,025)
CS Total		(2,824,554)	(2,791,916)	(2,942,657)	(2,951,797)	(2,767,076)	(2,977,954)	(2,810,357)
Fines and forfeits	Fines - Ordinance	(97,910)	(91,101)	(105,050)	(105,050)	(78,838)	(105,080)	(105,080)
Fines and forfeits Total		(97,910)	(91,101)	(105,050)	(105,050)	(78,838)	(105,080)	(105,080)
Interest and rents	Interest rev	(3,646)	(6,235)	(3,560)	(3,560)	(16,436)	(3,560)	(3,560)
	Rental fees	(15,200)	-	-	-	(7,200)	-	-
Interest and rents Total		(18,846)	(6,235)	(3,560)	(3,560)	(23,636)	(3,560)	(3,560)
Other rev	Other rev - insurance dividends	-	-	-	-	(10,344)	-	-
	Other rev - other	(33,190)	(23,295)	(12,000)	(12,000)	(10,756)	(12,000)	(12,000)
	Other rev - reimbursements	(278,488)	(338,646)	(352,300)	(337,300)	(343,027)	(277,100)	(277,100)
	Other rev - Remonumentation	(31,400)	(36,200)	(20,000)	(20,000)	(31,000)	(5,000)	(25,000)
	Other rev - sale of F/A	(8,277)	(7,965)	(3,000)	(3,000)	-	(3,000)	(3,000)
Other rev Total		(351,354)	(406,106)	(387,300)	(372,300)	(395,126)	(297,100)	(317,100)
Transfers in	Transfers in	(1,100,999)	(3,688,565)	(80,000)	(605,000)	(605,433)	(104,073)	(104,073)
Transfers in Total		(1,100,999)	(3,688,565)	(80,000)	(605,000)	(605,433)	(104,073)	(104,073)
Grand Total		(4,317,095)	(4,125,373)	(4,275,589)	(4,270,542)	(3,977,904)	(4,385,981)	(4,244,489)

Supplemental Information

County of Montcalm
Elected Officials Annual Salaries
Effective January 1, 2018

County Board of Commissioners	
Chairperson	9,235
Remaining Board Members	8,172

County Clerk - include fees	58,544
Drain commissioner - includes fees	58,544
Prosecuting Attorney - includes fees	95,582
Register of Deeds - includes fees	58,544
Sheriff - includes fees	75,271
Treasurer - includes fees	58,544

Other Commissions:		
Per Diem	Half Day	30
	Full Day	50

*All elected officials' salaries reflect statutory obligations only, all other monetary payments must be approved by the Board of Commissioners

Approved: 10/23/2017

County of Montcalm
Appointed Department Directors
Effective January 1, 2018

Director	Start	1 Year	2 Year	3 year
Animal Control	40,346	41,594	42,880	44,206
Building Official	53,432	55,084	56,788	58,544
Commission on Aging	50,160	51,711	53,311	54,959
County Controller * 75,000.00	83,269	90,270	93,061	95,940
Emergency Services	70,873	73,065	75,324	77,654
Equalization	59,975	61,830	63,742	65,713
Building & Grounds Maintenance	45,799	47,215	48,675	50,181
IT Director	53,432	55,084	56,788	58,544

* Annual salary exception to scale
 Approved: 10/23/2017

County of Montcalm
Non-bargaining Personnel Classifications
Wages (hourly/annual)
Effective January 1, 2018

Classification	Start	6 months	1 year	2 year	3 year
<i>ADC Coordinator</i>	12.41 25,812.80	13.11 27,268.80	14.06 29,244.80	14.86 30,908.80	15.70 32,656.00
<i>Meal Program Manager</i>	12.06 25,084.80	12.73 26,478.40	13.65 28,392.00	14.43 30,014.40	15.24 31,699.20
<i>Senior Center Director-COA</i>	12.41 25,812.80	13.11 27,268.80	14.06 29,244.80	14.86 30,908.80	15.70 32,656.00
<i>Case Manager-COA</i>	15.53 32,302.40	16.29 33,883.20	16.95 35,256.00	17.74 36,899.20	18.34 38,147.20
<i>Kennel Attendant</i>	12.23 25,438.40	12.92 26,873.60	13.84 28,787.20	14.63 30,430.40	15.46 32,156.80
<i>Account Clerk I</i>	12.39 25,771.20	13.04 27,123.20	13.66 28,412.80	14.28 29,702.40	14.85 30,888.00
<i>Field Operations Coordinator</i>	16.63 34,590.40	17.33 36,046.40	17.95 37,336.00	18.55 38,584.00	19.06 39,644.80
<i>Account Clerk II</i>	13.38 27,830.40	14.04 29,203.20	14.74 30,659.20	15.40 32,032.00	16.11 33,508.80
<i>Secretary</i>	13.88 28,870.40	14.52 30,201.60	15.25 31,720.00	16.02 33,321.60	16.77 34,881.60
<i>Administrative Aide</i>	15.06 31,324.80	15.72 32,697.60	16.42 34,153.60	17.22 35,817.60	17.83 37,086.40
<i>Confidential Administrative Aide</i>	15.84 32,947.20	16.49 34,299.20	17.27 35,921.60	18.14 37,731.20	18.71 38,916.80
<i>Deputies of Elected Officials/ Finance Clerk</i>	17.57 36,545.60	18.30 38,064.00	19.01 39,540.80	19.80 41,184.00	20.57 42,785.60
<i>Deputy Building Official/ Deputy Equalization Director</i>	18.77 39,041.60	19.55 40,664.00	20.31 42,244.80	21.12 43,929.60	21.98 45,718.40
<i>Personnel Officer/ Deputy COA Director</i>	19.32 40,185.60	20.14 41,891.20	20.96 43,596.80	21.85 45,448.00	22.74 47,299.20
<i>Billing & Accounts Manager I-EMS</i>	16.60 34,528.00	17.30 35,984.00	18.10 37,648.00	18.99 39,499.20	19.62 40,809.60
<i>Billings & Accounts Manager II-EMS</i>	18.54 38,570.69	19.29 40,119.46	20.21 42,028.90	21.21 44,108.06	21.90 45,550.75
<i>Deputy Director-EMS</i>	27.33 56,853.94	28.34 58,954.46	29.42 61,195.00	30.49 63,412.22	31.03 64,532.49
<i>Field Services Supervisor</i>	22.22 46,220.98	23.47 48,811.26	24.74 51,449.06	25.74 53,540.29	26.09 54,276.98
<i>CQI Supervisor/Privacy Officer</i>	22.22 46,220.98	23.47 48,811.26	24.74 51,449.06	25.74 53,540.29	26.09 54,276.98

<i>Education/Orientation Supervisor</i>	22.22	23.47	24.74	25.74	26.09
	46,220.98	48,811.26	51,449.06	53,540.29	54,276.98
<i>Administrative Assistant</i>	16.38	17.05	17.86	18.74	19.36
	34,070.40	35,464.00	37,148.80	38,979.20	40,268.80
<i>Support Services Coordinator</i>	14.95	15.47	16.00	16.57	17.14
	31,096.00	32,177.60	33,280.00	34,465.60	35,651.20
<i>Respite Care Worker</i>	12.23	13.04	13.57	14.17	14.67
	25,438.40	27,123.20	28,225.60	29,473.60	30,513.60
<i>Direct Services Coordinator</i>	18.06	18.76	19.47	20.22	20.99
	37,564.80	39,020.80	40,497.60	42,057.60	43,659.20
<i>Direct Service Aides</i>	9.99	10.47	11.10	11.67	12.25
	20,779.20	21,777.60	23,088.00	24,273.60	25,480.00
<i>Office Specialist</i>	16.60	17.30	18.10	18.99	19.62
	33,862.40	35,276.80	36,899.20	38,729.60	39,998.40
<i>LPN</i>	15.42	16.07	16.73	17.44	18.16
	32,073.60	33,425.60	34,798.40	36,275.20	37,772.80
<i>Accountant</i>	23.82	24.77	25.78	26.80	27.88
	49,545.60	51,521.60	53,622.40	55,744.00	57,990.40
<i>Chief Financial Officer</i>	29.00	30.15	31.25	32.62	33.93
	60,320.00	62,712.00	65,000.00	67,849.60	70,574.40
<i>Information Technology Specialist</i>	18.06	18.76	19.47	20.22	20.99
	37,564.80	39,020.80	40,497.60	42,057.60	43,659.20
<i>Undersheriff</i>	65,978.25				
<i>Jail Administrator</i>	59,126.08				
<i>Chief Assistant Prosecuting Attorney</i>	65,137.82				
<i>Assistant Prosecuting Attorney II</i>	46,800.19				
<i>Assistant Prosecuting Attorney I</i>	40,198.19				
<i>District Court Administrator/Recorder</i>	51,516.33				
<i>District Court Magistrate</i>	51,006.26				
<i>District Court Recorder</i>	38,307.66				
<i>Juvenile Court Administrator</i>	58,324.27				
<i>Probate/Juvenile Register</i>	47,372.50				
<i>Probate Register</i>	41,213.06				
<i>Juvenile Register</i>	42,676.92				
<i>Community Corrections Coordinator</i>	51,271.04				
<i>Marine Officer I</i>	9.18				
<i>Marine Officer II</i>	9.95				
<i>Marine Officer III</i>	12.69				
<i>Court Security</i>	12.69				

Approved: 10/23/2017

County of Montcalm
Friend of the Court
Non-bargaining Personnel Classifications - Full Time
Annual Wages
Effective January 1, 2018

<i>Grade</i>	<i>Classification</i>	<i>Employee Steps</i>					
		1	2	3	4	5	6
4	Clerk Typist	11.28	11.71	12.18	12.63	13.07	13.53
5	Account Clerk	12.60	13.09	13.59	14.10	14.61	15.11
6	Data Entry Operator	13.89	14.46	15.02	15.60	16.17	16.68
	Chief Account Clerk						
7	Cashier	15.21	15.84	16.42	17.02	17.64	18.27
8	Enforcement Clerk	16.51	17.17	17.85	18.50	19.16	19.84
	Clerical Services Supervisor						
9	Casework Supervisor	17.85	18.55	19.27	19.99	20.71	21.40
10	Enforcement Officer	19.16	19.94	20.71	21.48	22.26	22.98
11	Caseworker	20.46	21.28	22.08	22.91	23.72	24.56
12	Family Counselor	21.79	22.64	23.54	24.40	25.24	26.16
	Domestic Relations Mediator						
13	Deputy Friend of the Court	23.10	24.03	24.96	25.88	26.79	27.73
14		24.42	25.40	26.37	27.36	28.34	29.31
15		25.74	26.73	27.80	28.80	29.84	30.88
16		27.02	28.12	29.19	30.27	31.36	32.44
17		28.36	29.49	30.63	31.77	32.91	34.03
18		29.66	30.88	32.06	33.24	34.44	35.60
19		30.99	32.21	33.42	34.68	35.93	37.17
20		32.27	33.57	34.87	36.14	37.44	38.74
21		33.61	34.96	36.31	37.65	39.00	40.32
22		34.92	36.32	37.73	39.12	40.53	41.93
23	Friend of the Court	36.25	37.67	39.12	40.56	42.04	43.47
24		37.52	39.03	40.54	42.06	43.54	45.04

Non-bargaining Personnel Classifications - Part Time
Annual Wages
Effective January 1, 2018

<i>Grade</i>	<i>Classification</i>	<i>Employee Steps</i>					
		1	2	3	4	5	6
4	Psychologist	38.40	39.04	39.71	40.33	40.97	41.60

Approved: 10/23/2017