

BAY ARENAC  
INTERMEDIATE  
SCHOOL DISTRICT

ELECTION  
CONSOLIDATION

January 22, 2009

Cynthia A. Luczak, Bay County Clerk  
515 Center Avenue, Suite 101  
Bay City, MI 48708  
(989) 895-4280

TABLE OF CONTENTS

	Page
School Election Consolidation Coordinating Committee.....	1- 4
Bay Arenac Intermediate School District Board Members and Terms.....	5
Registered Voters.....	6- 10
Boundary Map.....	11
Election Responsibilities Performed by County Clerk.....	12
Election Responsibilities Performed by Local Clerk.....	13
Election Responsibilities Performed by School Board Secretary.....	14
Reimbursement Outline (State of Michigan Example).....	15- 22
Bay County Board of Commissioners Special Election Programming Resolution.....	23
Signatures.....	24- 29

*Page 24 has been removed*

The following reflects the changes made to the Bay Arenac Intermediate School District Election Consolidation report:

Cover Page- Changed Plan Date to January 22, 2009

School Election Consolidation Coordinating Committee Page-Update to reflect current clerks.

School Board Member Page-An update of members, offices and terms.

Registered Voters Page-Updated totals as per Qualified Voter File.

Removed "Reimbursement Outline" (Kent County Example)

Signature Page-Updated to reflect current members

**SCHOOL ELECTION CONSOLIDATION COORDINATING COMMITTEE  
BAY ARENAC INTERMEDIATE SCHOOL DISTRICT**

The Bay-Arenac Intermediate School District is located in Bay County. The school election consolidation committee consists of the Chairman, Cynthia A. Luczak, Bay County Clerk; the Secretary to the Bay-Arenac Intermediate School District Board of Trustees and the clerks of all jurisdictions within Bay, Saginaw, Arenac and Gladwin Counties that wholly or partially fall within the Bay-Arenac Intermediate School District.

The following is a listing of jurisdictions that wholly or partially fall within the district:

**Bay County**

City of Auburn	Lucy Wiesenauer 113 E. Elm, Auburn, MI 48611	989-662-6761
City of Bay City	Dana Muscott 301 Washington, Bay City MI 48708	989-894-8168
City of Essexville	Sarah Wilcox 1107 Woodside Avenue Essexville, MI 48732	989-893-0772
City of Pinconning	Terri Hribek 208 Manitou, PO Box 628 Pinconning, MI 48650	989-879-2360
Bangor Township	Janet Santos 180 State Park Drive Bay City, MI 48706	989-684-8041
Beaver Township	Richard Charbeneau 349 S. Garfield, Linwood, MI 48634	989-662-7802
Frankenlust Township	Alvin Appold 2401 Delta Rd., Bay City MI 48706	989-686-5300
Fraser Township	Sally Sherman 1474 N. Mackinaw Rd. Linwood, MI 48634	989-697-3820
Garfield Township	Kimberly Day 1138 W Erickson Road Linwood MI 48634	989-879-2552

Gibson Township	Darlene Faunce 6151 N Carter Road Bentley, MI 48613	989-846-4030
Hampton Township	Pamela Wright 801 W Center, PO Box 187 Bay City, MI 48707	989-893-7541
Kawkawlin Township	Gregory Petrimoulx 1836 E Parish Road Kawkawlin, MI 48631	989-686-8710
Merritt Township	Kathy Bremer 48 E Munger Rd., PO Box 126 Munger MI 48747	989-659-2136
Monitor Township	Cindy Kowalski 2483 Midland Rd, Bay City 48706	989-684-7203
Mt. Forest Township	Penny Schwerin 1705 W Cody Estey Road Pinconning, MI 48650	989-879-7575
Pinconning Township	PO Box 58 Pinconning, MI 48650	989-879-4018
Portsmouth Township	Judy Bukowski 1711 W Cass Avenue Road Bay City, MI 48708	989-892-7221
Williams Township	Amy Charney 1080 W. Midland Road Auburn MI 48611	989-662-4408

**ARENAC COUNTY**

Adams Township	Judy Card, Clerk 7461 Ward Road Sterling, MI 48659
Arenac Township	Cindy Halamar, Clerk 438 W Huron Omer, MI 48749
AuGres Township	Sherilyn Hadden, Clerk PO Box 794 Augres, MI 48703
Clayton Township	Ronald J Kamerus, Clerk 4041 W Berry Road Sterling, MI 48659
Deep River Township	Karlia Kroczaleski-Raymond, Clerk 4861 Sterling Road Sterling, MI 48659
Lincoln Township	Ardith Demo, Clerk 4641 Duprie Standish, MI 48658
Mason Township	Darlene S Janish, Clerk 1199 Black Road Twining, MI 48766
Moffatt Township	Kim Spencer, Clerk 7842 Newberry Alger, MI 48610
Sims Township	Wanda Boley, Clerk 127 W Pine St Augres, MI 48703
Standish Township	Dale Raymond PO Box 472 Standish, MI 48658
Turner Township	Patricia Brooks, Clerk 110 Park St., PO Box 22 Twining, MI 48766
Whitney Township	Linda Kauffman, Clerk 240 Delano Road AuGres, MI 48703

City of AuGres	Mary Fersorger, Clerk 124 W Huron PO Box 121 AuGres, MI 48703
City of Standish	Becky Lakin, Clerk 399 E. Beaver PO Box 726 Standish, MI 48658
City of Omer	Susan Heggenauer, Clerk PO Box 160 Omer, MI 48749

**Saginaw County**

Buena Vista Township (part) (Saginaw county)	Barbara Montgomery 1160 S. Outer Drive Saginaw MI 48601
Kochville Township (Saginaw county) (part)	Sheila Hill 5851 Mackinaw Rd. Saginaw, MI 48604
Tittabawassee Township (Saginaw county) (part)	Robert D. DuCharme 5585 N River Rd Freeland, MI48623
Zilwaukee Township (Saginaw county) (part)	Patricia Bradt 6189 Sherman Rd Saginaw, MI 48604

**Gladwin County**

Bentley Township Gladwin County	Jennifer Buczek 4400 Pinconning Road Rhodes, MI 48652
Grim Township Gladwin County	Darlene Showalter 6541 Bay-Gladwin Line Bentley, MI 48613

**Bay-Arenac Intermediate School District Board Members and Terms of Office**

**President**

William Jordan  
4463 Linden Park Drive  
Bay City MI 48706  
Term 2005-2011

**Vice President**

Louis P. Stange  
753 Lentner Road  
Twining, MI 48766  
Term 2003-2009

**Secretary**

Penny L. Page  
445 S. East City Limits Road  
Sterling, MI 48659  
Term 2007-2013

**Treasurer**

Robert C. Baker  
3700 Two Mile Road  
Bay City MI 48706  
Term 2005-2011

**Trustees**

William F. Karbowski  
1064 S. Mackinaw Road  
Kawkawlin, MI 48631  
Term 2007-2013

Gregory J. Dittenber  
314 Ashdale  
Augres, MI 48703  
Term 2006-2009

David A. Lovely  
1840 Boutell Road  
Essexville, MI 48732  
Term 2006-2009

## NUMBER OF REGISTERED VOTERS

Ward/Precinct	Count
<b>COUNTY:</b>	<b>ARENAC</b>
<b>JURISDICTION:</b>	<b>ADAMS TOWNSHIP</b>
00001	340
<b>TOTAL - ADAMS TOWNSHIP</b>	<b>340</b>
<b>JURISDICTION:</b>	<b>ARENAC TOWNSHIP</b>
00001	726
<b>TOTAL - ARENAC TOWNSHIP</b>	<b>726</b>
<b>JURISDICTION:</b>	<b>AU GRES CITY</b>
00001	707
<b>TOTAL - AU GRES CITY</b>	<b>707</b>
<b>JURISDICTION:</b>	<b>AU GRES TOWNSHIP</b>
00001	832
<b>TOTAL - AU GRES TOWNSHIP</b>	<b>832</b>
<b>JURISDICTION:</b>	<b>CLAYTON TOWNSHIP</b>
00001	678
<b>TOTAL - CLAYTON TOWNSHIP</b>	<b>678</b>
<b>JURISDICTION:</b>	<b>DEEP RIVER TOWNSHIP</b>
00001	1,788
<b>TOTAL - DEEP RIVER TOWNSHIP</b>	<b>1,788</b>
<b>JURISDICTION:</b>	<b>LINCOLN TOWNSHIP</b>
00001	677
<b>TOTAL - LINCOLN TOWNSHIP</b>	<b>677</b>
<b>JURISDICTION:</b>	<b>MASON TOWNSHIP</b>
00001	459
<b>TOTAL - MASON TOWNSHIP</b>	<b>459</b>
<b>JURISDICTION:</b>	<b>MOFFATT TOWNSHIP</b>
00001	949
<b>TOTAL - MOFFATT TOWNSHIP</b>	<b>949</b>
<b>JURISDICTION:</b>	<b>OMER CITY</b>
01001	221
<b>TOTAL - OMER CITY</b>	<b>221</b>
<b>JURISDICTION:</b>	<b>SIMS TOWNSHIP</b>
00001	980
<b>TOTAL - SIMS TOWNSHIP</b>	<b>980</b>
<b>JURISDICTION:</b>	<b>STANDISH CITY</b>
00001	332
00002	411
00003	304
<b>TOTAL - STANDISH CITY</b>	<b>1,047</b>

## NUMBER OF REGISTERED VOTERS

Ward/Precinct	Count
<b>COUNTY:</b>	<b>ARENAC</b>
<b>JURISDICTION:</b>	<b>STANDISH TOWNSHIP</b>
00001	1,484
<b>TOTAL - STANDISH TOWNSHIP</b>	<b>1,484</b>
<b>JURISDICTION:</b>	<b>TURNER TOWNSHIP</b>
00001	446
<b>TOTAL - TURNER TOWNSHIP</b>	<b>446</b>
<b>JURISDICTION:</b>	<b>WHITNEY TOWNSHIP</b>
00001	475
<b>TOTAL - WHITNEY TOWNSHIP</b>	<b>475</b>
<b>TOTAL - ARENAC</b>	<b>11,809</b>
<b>COUNTY:</b>	<b>BAY</b>
<b>JURISDICTION:</b>	<b>AUBURN CITY</b>
00001	1,511
<b>TOTAL - AUBURN CITY</b>	<b>1,511</b>
<b>JURISDICTION:</b>	<b>BANGOR TOWNSHIP</b>
00001	1,473
00002	1,378
00003	1,874
00004	1,503
00005	2,233
00006	1,483
00007	571
00008	1,657
<b>TOTAL - BANGOR TOWNSHIP</b>	<b>12,172</b>
<b>JURISDICTION:</b>	<b>BAY CITY CITY</b>
01001	913
01002	881
01003	910
02001	886
02002	1,083
02003	798
03001	945
03002	902
03003	888
04001	902
04002	846
04003	992
05001	1,156
05002	876
05003	904
06001	811
06002	1,020
06003	1,017
07001	847

## NUMBER OF REGISTERED VOTERS

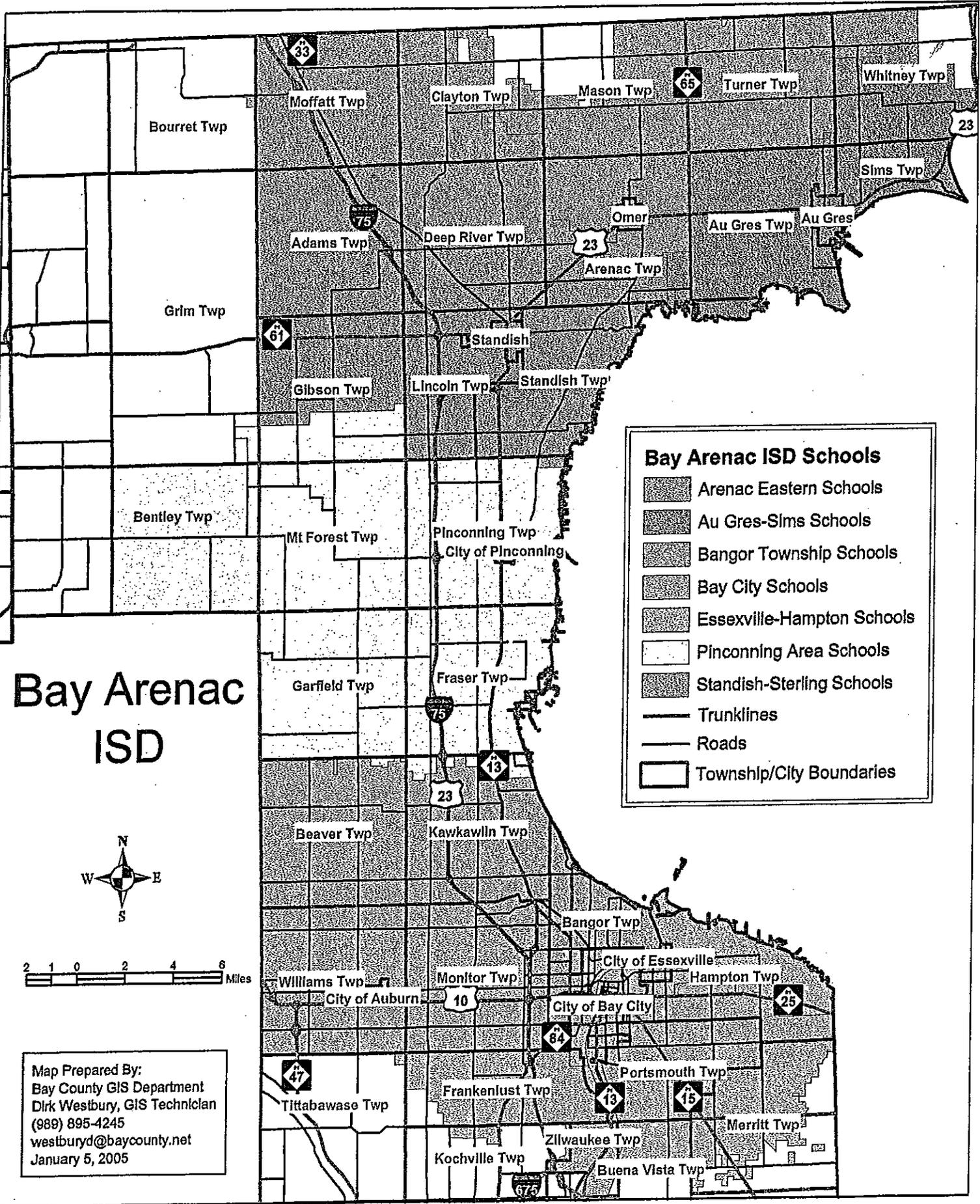
Ward/Precinct	Count
<b>COUNTY:</b>	<b>BAY</b>
<b>JURISDICTION:</b>	<b>BAY CITY CITY</b>
07002	943
07003	928
08001	863
08002	880
08003	994
09001	923
09002	888
09003	930
<b>TOTAL - BAY CITY CITY</b>	<b>24,926</b>
<b>JURISDICTION:</b>	<b>BEAVER TOWNSHIP</b>
00001	2,019
<b>TOTAL - BEAVER TOWNSHIP</b>	<b>2,019</b>
<b>JURISDICTION:</b>	<b>ESSEXVILLE CITY</b>
00001	1,329
00002	1,400
<b>TOTAL - ESSEXVILLE CITY</b>	<b>2,729</b>
<b>JURISDICTION:</b>	<b>FRANKENLUST TOWNSHIP</b>
00001	2,419
<b>TOTAL - FRANKENLUST TOWNSHIP</b>	<b>2,419</b>
<b>JURISDICTION:</b>	<b>FRASER TOWNSHIP</b>
00001	1,264
00002	1,186
<b>TOTAL - FRASER TOWNSHIP</b>	<b>2,450</b>
<b>JURISDICTION:</b>	<b>GARFIELD TOWNSHIP</b>
00001	1,368
<b>TOTAL - GARFIELD TOWNSHIP</b>	<b>1,368</b>
<b>JURISDICTION:</b>	<b>GIBSON TOWNSHIP</b>
00001	832
<b>TOTAL - GIBSON TOWNSHIP</b>	<b>832</b>
<b>JURISDICTION:</b>	<b>HAMPTON TOWNSHIP</b>
00001	909
00002	1,477
00003	1,481
00004	1,231
00005	1,563
00006	630
<b>TOTAL - HAMPTON TOWNSHIP</b>	<b>7,291</b>
<b>JURISDICTION:</b>	<b>KAWKAWLIN TOWNSHIP</b>
00001	2,144
00002	1,587
<b>TOTAL - KAWKAWLIN TOWNSHIP</b>	<b>3,731</b>

## NUMBER OF REGISTERED VOTERS

Ward/Precinct	Count
<b>COUNTY:</b>	<b>BAY</b>
<b>JURISDICTION:</b>	<b>MERRITT TOWNSHIP</b>
00001	865
<b>TOTAL - MERRITT TOWNSHIP</b>	<b>865</b>
<b>JURISDICTION:</b>	<b>MIDLAND CITY</b>
01006	140
<b>TOTAL - MIDLAND CITY</b>	<b>140</b>
<b>JURISDICTION:</b>	<b>MONITOR TOWNSHIP</b>
00001	1,211
00002	1,883
00003	1,519
00004	1,338
00005	1,743
00006	1,002
<b>TOTAL - MONITOR TOWNSHIP</b>	<b>8,696</b>
<b>JURISDICTION:</b>	<b>MOUNT FOREST TOWNSHIP</b>
00001	1,146
<b>TOTAL - MOUNT FOREST TOWNSHIP</b>	<b>1,146</b>
<b>JURISDICTION:</b>	<b>PINCONNING CITY</b>
00001	890
<b>TOTAL - PINCONNING CITY</b>	<b>890</b>
<b>JURISDICTION:</b>	<b>PINCONNING TOWNSHIP</b>
00001	1,872
<b>TOTAL - PINCONNING TOWNSHIP</b>	<b>1,872</b>
<b>JURISDICTION:</b>	<b>PORTSMOUTH TOWNSHIP</b>
00001	1,138
00002	886
00003	902
<b>TOTAL - PORTSMOUTH TOWNSHIP</b>	<b>2,926</b>
<b>JURISDICTION:</b>	<b>WILLIAMS TOWNSHIP</b>
00001	1,781
00002	1,342
00003	551
<b>TOTAL - WILLIAMS TOWNSHIP</b>	<b>3,674</b>
<b>TOTAL - BAY</b>	<b>81,657</b>
<b>COUNTY:</b>	<b>GLADWIN</b>
<b>JURISDICTION:</b>	<b>BENTLEY TOWNSHIP</b>
00001	651
<b>TOTAL - BENTLEY TOWNSHIP</b>	<b>651</b>
<b>JURISDICTION:</b>	<b>GRIM TOWNSHIP</b>
00001	19

## NUMBER OF REGISTERED VOTERS

Ward/Preinct	Count
COUNTY:	GLADWIN
JURISDICTION:	GRIM TOWNSHIP
TOTAL - GRIM TOWNSHIP	19
TOTAL - GLADWIN	670
COUNTY:	SAGINAW
JURISDICTION:	BUENA VISTA CHARTER TOWNSHIP
00001	84
TOTAL - BUENA VISTA CHARTER TOWNSHIP	84
JURISDICTION:	KOCHVILLE TOWNSHIP
00001	56
TOTAL - KOCHVILLE TOWNSHIP	56
JURISDICTION:	TITTABAWASSEE TOWNSHIP
00001	9
TOTAL - TITTABAWASSEE TOWNSHIP	9
JURISDICTION:	ZILWAUKEE TOWNSHIP
00001	55
TOTAL - ZILWAUKEE TOWNSHIP	55
TOTAL - SAGINAW	204
GRAND TOTAL	94,340



### Election Responsibilities Performed by the County Clerk

- Serve as the district's filing official and accept candidate filings, any ballot proposal language, check petitions for sufficiency, accept candidate withdrawals.
- Transmit copies of petitions to the local clerks for verification and certification of candidates for the ballot to the county clerk.
- Publish one (1) Public Notice "Close of Registration" and "Notice of Election" as per MCL 168.498 (3).
- Arrange for the programming and layout of ballots.
- May enter into mutual agreement for programming services contingent upon jurisdiction of the ballot.
- Arrange for ballot printing and proofing.
- Programming fees of \$100 per precinct shall be assessed for special elections.
- Send proof ballot to school district and candidates.
- Assign coding on the ballots and test the coding.
- Provide election inspector training on a two year cycle in conjunction with election inspector certification required by law.
- Order necessary precinct kits.
- Handle election day issues and "troubleshooting".
- Schedule canvass of election and provide election results to the Board of Canvassers for certification of the election.
- Compile reimbursement requests from local clerks and present to school district.
- Forward any reimbursement disputes to the Secretary of State for resolution.
- Notifies each elected candidate of their election within five (5) days after certification of the election.
- Receives "Acceptance of Office with Oath of Office" of the elected candidates from the School Board Secretary.
- Present to the school board a verified account of actual costs of conducting the school district's regular or special election not later than 84 days after the date of the regular or special election as per law.
- All other duties required of an election coordinator in conducting the school election as prescribed by law.

### Election Responsibilities Performed by the Local Clerks

- Receive copies of the petitions for verification and certify candidates for the ballot to the County Clerk.
- Conduct school district's regular and special elections
- Provide voting equipment for the district's elections
- Public notice "Public Accuracy" test
- Perform "Public Accuracy" testing
- Handle the distribution, receipt and processing of absentee ballot applications.
- Handle the issuance of absentee ballots and the return of voted absentee ballots.
- Clerk or designee shall be available on the Saturday prior to the election in order to issue absentee ballots.
- Handle Qualified Voter File (QVF) related responsibilities (production of precinct lists and updating voter history) for jurisdictions with QVF equipment.
- Appoint Election Inspectors. Every attempt will be made to work with three inspectors per precinct. In the event of consolidation of precincts at one location, an additional inspector may be assigned as necessary. Ballot questions may warrant additional inspectors, to be determined.
- The Chairperson of the election inspectors shall be paid at their respective city/township's standard rate per election. Payment shall be made by the local clerks prior to reimbursement from the Bay Arenac Intermediate School District.
- Election Inspectors shall be paid at their respective city/township's standard rate per election. Payment shall be made by the local clerks prior to reimbursement from the Bay Arenac Intermediate School District.
- Arrange for temporary employees as necessary; with payment by the local clerks prior to reimbursement from the Bay Arenac Intermediate School District.
- Set up polling places on election day.
- Handle election day issues and "troubleshooting".
- Deliver election day results/materials to County Clerk.
- Store voted ballots after the election.
- Present to the County Clerk a verified account of actual costs of conducting the school district's regular or special election as soon as possible. Upon receipt of a reimbursement request, the School Board must "pay or disapprove all or a portion of the verified account" within 84 days MCL 168.351. Schools would appreciate submission of the expenses prior to June 30, the end of their fiscal year.
- Work with local School Board to resolve any disapproved cost issues.
- Local clerks hold the ability to establish precinct boundaries by resolution of their local Election Commission.
- All other duties required of a clerk in conducting the school election as prescribed by law.

**Election Responsibilities Performed by the Secretary of the Bay Arenac Intermediate School District**

- Submit the agenda report to “Call the Election” or “Set the Specifics” of the ballot to include the ballot language and the names of board members for Board approval as done in the past pursuant to Thrun Law Firm, legal counsel.
- Forward ballot language to the election coordinator, if submitting a ballot question on a regular election date, on a date when a city or township within the school district is holding an election by adopting a resolution to that effect, not less than 70 days before the election date, or on a special election date as provided by section 641 (4).
- School Board may be subject to a portion of programming fees associated with the Automark Voter Assist Terminal in 2008.
- Work with local school boards, city and township clerks to resolve any “disapproved costs,
- School district shall pay or disapprove all or a portion of the verified account within 84 days after receiving the verified account of actual costs of conducting the election. (Precinct inspectors compensated by local jurisdictions prior to this date.)
- All other duties required of a school district secretary in conducting a school election as prescribed by law.

If a special election is called on a date provided under Section (4), the School District Coordinating Committee shall schedule the special election date. MCL 168.641, MCL 168.312.

This Initial Report/Agreement may be altered in writing upon the consent of the undersigned jurisdictions.

The County Clerk shall file a copy of this Initial Report or subsequent altered Report(s) with the State of Michigan, Bureau of Elections and each Coordinating Committee Member shall sign the Report. MCL 168.305(1)



STATE OF MICHIGAN  
TERRI LYNN LAND, SECRETARY OF STATE  
DEPARTMENT OF STATE  
LANSING

February 17, 2005

**REIMBURSEMENT FOR COSTS RELATED TO THE  
CONDUCT OF SCHOOL ELECTIONS**

**-- General Information --**

**Statutory Authority**

Local school districts, intermediate school districts and community college districts are required to reimburse any expenses incurred by a county, city or township when conducting a regular or special election on behalf of the district. If a regular or special school election is held in conjunction with another election conducted by the county or local jurisdictions involved, the local-school district, intermediate school district or community college district is responsible for any added costs attributable to the conduct of the district's regular or special election. If a regular or special school election is not held in conjunction with another election conducted by the county or local jurisdictions involved, the district is responsible for 100% of the costs attributable to the conduct of the district's regular or special election. (*MCL 168.315 as amended under PA 302 of 2003*)

**Reimbursement Procedure**

To initiate the reimbursement process, the county and local jurisdictions are required to provide the school board with "a verified account of actual costs" associated with the conduct of the district's regular or special election no later than the 84th day after the date of the election. Upon the receipt of a reimbursement request, the school board must "pay or disapprove all or a portion of the verified account" within 84 days. (*MCL 168.315 as amended under PA 302 of 2003*)

**Requesting Review of Disapproved Costs**

Upon the request of a county, city or township, the school board is required to review any disapproved costs with the county, city or township. (*MCL 168.315 as amended under PA 302 of 2003*)

**Reimbursement Standards**

When preparing reimbursement requests for the conduct of school district elections, counties and local jurisdictions must observe the standards established by the Department of State under MCL 168.487 for the reimbursement of costs associated with the conduct of statewide special elections. (*MCL 168.315 as amended under PA 302 of 2003*) MCL 168.487 stipulates that reimbursable costs do not include the "salaries of permanent local officials" or the "cost of reusable supplies and equipment."

### Examples of Reimbursable Costs

- Costs associated with the production of ballots.
- Rental charges for buildings used to establish polling places.
- The cost of supplies and postage.
- Fees for janitorial services.
- The cost of publishing close of registration and election notices.
- Travel and transportation expenses associated with the election.
- Fees for equipment rentals.
- Wages or per diem payments made to canvassers, precinct inspectors and temporary employees.
- Election overtime or extra compensation paid to regular employees or officials for handling the school district's election if it is the jurisdiction's standard practice to pay overtime or extra compensation to regular employees or officials for handling elections. (Such payments must be authorized as appropriate.)
- Any other miscellaneous expenses associated with the election.

### Examples of Costs Which Are Not Reimbursable

- Compensation paid to regular employees or officials (except as noted above with respect to "overtime" and "additional compensation").
- The cost of new equipment (capital outlay).
- The cost of reusable supplies or equipment.



STATE OF MICHIGAN  
 TERRI LYNN LAND, SECRETARY OF STATE  
 DEPARTMENT OF STATE  
 LANSING

**REIMBURSEMENT FOR COSTS RELATED TO  
 THE CONDUCT OF SCHOOL ELECTIONS**  
 -- Claim Form --

**Instructions**

- Use this form or a similar form of your own design to claim reimbursement for the conduct of a school district's election.
- If the school district's election was held in conjunction with a state, federal, county, city or township election, the school district is responsible for any added costs attributable to the conduct of the school district's election. If the school district's election was not held in conjunction with a state, federal, county, city or township election, the school district is responsible for 100% of the costs attributable to the conduct of the school district's election.
- To claim reimbursement, you must submit this form (or any similar form of your own design) to the school board no later than the 84<sup>th</sup> day after the date of the election. The school board must pay or disapprove all or a portion of the claimed expenses within 84 days after the board's receipt of the form.
- Copies of any related receipts must be submitted with your claim for reimbursement.

-- EXPENSE CLAIMS --

**I. BALLOTS:** Itemize as shown below.

	<i>Quantity</i>	<i>Cost</i>
AccuVote optical scan ballots:	_____	_____
Optech optical scan ballots:	_____	_____
M-100 optical scan ballots:	_____	_____
Other _____: (please specify)	_____	_____
<b>Total \$</b>		_____

**II. SUPPLIES:** List supplies used in conducting election (examples: statement sheets, poll books, precinct kits, etc.). The cost of reusable supplies is not reimbursable (examples: ballot containers, ballot bags, etc.).

Total \$ \_\_\_\_\_

**III. PRECINCT INSPECTORS:** Itemize as shown below. Include absent voter counting boards, receiving boards and certifying boards if applicable.

Number of inspectors: \_\_\_\_\_

Regular rate of pay: \_\_\_\_\_

Premium rate of pay for chairpersons (if applicable): \_\_\_\_\_

Number of precincts: \_\_\_\_\_

Other: \_\_\_\_\_  
(please specify)

Total \$ \_\_\_\_\_

**IV. TEMPORARY EMPLOYEES:** List number, function, cost, length of employment.

Total \$ \_\_\_\_\_

**V. ELECTION OVERTIME OR EXTRA COMPENSATION PAID TO REGULAR EMPLOYEES OR OFFICIALS:** List number, hours worked, rate.

Total \$ \_\_\_\_\_

**VI. POSTAGE:** Itemize as shown below.

	<i>Quantity</i>	<i>Cost</i>
Absent voter ballot applications:	_____	_____
Absent voter ballots:	_____	_____
Inspector credentials:	_____	_____
Other (specify): _____	_____	_____

Total \$ \_\_\_\_\_

**VII. VOTING/TABULATION EQUIPMENT COSTS:** Itemize costs and type of equipment. Pre-election setup and post-election disassembly costs are reimbursable. Vehicle costs associated with the transportation of voting equipment other than gasoline or mileage are not reimbursable if vehicles are owned by jurisdiction. If vehicles are not owned by jurisdiction, rental charges may be claimed.

Total \$ \_\_\_\_\_

**VIII. POLLING PLACE RENTAL:** Itemize location, number of precincts contained, cost.

**Total \$** \_\_\_\_\_

**IX. JANITORIAL SERVICE:** Itemize number of precincts, cost.

**Total \$** \_\_\_\_\_

**X. PUBLICATIONS:** Itemize, i.e., registration notice, election notice, notice of public accuracy test.

**Total \$** \_\_\_\_\_

**XI. MISCELLANEOUS:** All claimed items must be listed. May be used for costs related to optical scan and AutoMARK Voter Assist Terminal programming.

Total \$ \_\_\_\_\_

**XII. BOARD OF CANVASSERS:** Itemize number of meetings, cost, etc., relating to canvassing the returns

Total \$ \_\_\_\_\_

**REIMBURSABLE COSTS CLAIMED:**

<b>GRAND TOTAL \$</b>
-----------------------

**CERTIFICATION**

I hereby certify that the costs listed in this claim are proper charges for conducting the

\_\_\_\_\_ on behalf of \_\_\_\_\_

(Date of Election)

(Name of Local School District, Intermediate School District or Community College District)

Name of County, City or Township: \_\_\_\_\_

Signature of County, City or Township Clerk: \_\_\_\_\_

Printed name: \_\_\_\_\_

Phone number: \_\_\_\_\_

Date: \_\_\_\_\_

NO. 95-325

RESOLUTION

10/10/95

BY: WAYS AND MEANS COMMITTEE (10/3/95)

RESOLVED By the Bay County Board of Commissioners that pursuant to the recommendation of the Bay County Clerk, the fee for programming for special elections shall be set at \$100 per precinct.

EDWARD L. RIVET, CHAIRMAN  
WAYS AND MEANS COMMITTEE

ELECPROG.

Bay County Board of Commissioners 10/10/95 Session  
Resolution/Motion No. 95325 Sponsored By: \_\_\_\_\_  
Moved by Comm. Rivet Supported by Comm. Reder  
Disposition: Adopted  Defeated \_\_\_\_\_ Withdrawn \_\_\_\_\_  
Amended \_\_\_\_\_ Corrected \_\_\_\_\_ Referred \_\_\_\_\_  
voice

9 Yeas, 0 Nays

If a special election is called on a date provided under Section (4), the School District Coordinating Committee shall schedule the special election date. MCL 168.641, MCL 168.312.

This Initial Report/Agreement may be altered in writing upon the consent of the undersigned jurisdictions.

The County Clerk shall file a copy of this Initial Report or subsequent altered Report(s) with the State of Michigan, Bureau of Elections and each Coordinating Committee Member shall sign the Report. MCL 168.305(1)

Dated January 22, 2009

Cynthia A. Luczak  
Cynthia A. Luczak, Bay County Clerk

Michael R. Dewey  
Bay Arenac Intermediate School District  
Secretary/ Representative  
Michael R. Dewey

Rick Rockwell  
Rick Rockwell, Arenac County Clerk

Janet Santos, Bangor Township Clerk

Richard Charbeneau

Richard Charbeneau, Beaver Township Clerk

Alvin Appold

Alvin Appold, Frankenlust Township Clerk

Sally Sherman

Sally Sherman, Fraser Township Clerk

Kimberly Day

Kimberly Day, Garfield Township Clerk

Darlene A Faunce

Darlene Faunce, Gibson Township Clerk

Pamela Wright

Pamela Wright, Hampton Township Clerk

Gregory Petrimoulx

Gregory Petrimoulx, Kawkawlin Township Clerk

Kathy Bremer

Kathy Bremer, Merritt Township Clerk

Cindy Kowalski

Cindy Kowalski, Monitor Township Clerk

Penny Schwerin

Penny Schwerin, Mt. Forest Twp Clerk

Janne Moody

Pinconning Twp Clerk

Judith F. Bukowski  
Judith Bukowski, Portsmouth Township Clerk

Amy Charney  
Amy Charney, Williams Township Clerk

Lucy Wiesenauer  
Lucy Wiesenauer, City of Auburn Clerk

Dana Muscott, City of Bay City

Sarah Wilcox  
Sarah Wilcox, Essexville City Clerk

Terri Hribek  
Terri Hribek, Pinconning City Clerk

Judith Bukowski, Portsmouth Township Clerk

Amy Charney, Williams Township Clerk

Lucy Wiesenauer, City of Auburn Clerk

  
Dana Muscott, City of Bay City

Essexville City Clerk

Terri Hribek, Pinconning City Clerk

Dated January 22<sup>nd</sup>, 2009

Arenac County

Judy Card  
Judy Card, Adams Township Clerk

Cindy Halamar  
Cindy Halamar, Arenac Township Clerk

Sharliyn Hadden  
Sharliyn Hadden, Au Gres Township Clerk

Ronald J. Kamerus  
Ronald J. Kamerus, Clayton Township Clerk

Karla Kroczaleski-Raymond  
Karla Kroczaleski-Raymond, Deep River Township Clerk

Ardith Demo  
Ardith Demo, Lincoln Township Clerk

Darlene S. Janish  
Darlene S. Janish, Mason Township Clerk

Kim Spencer  
Kim Spencer, Moffatt Township Clerk

Wanda Boley  
Wanda Boley, Sims Township Clerk

Dale Raymond  
Dale Raymond, Standish Township Clerk

Patricia Brooks  
Patricia Brooks, Turner Twp Clerk

Linda Kauffman  
Linda Kauffman, Whitney Twp Clerk

Mary Fersorger, City of Au Gres  
Mary Fersorger, City of Au Gres Clerk

Becky Lakin  
Becky Lakin, City of Standish Clerk

Susan Hegenauer  
Susan Hegenauer, City of Omer Clerk

**Gladwin County**

Jennifer Buczek  
Jennifer Buczek, Bentley Twp. Clerk

Darlene Showalter  
Darlene Showalter, Grim Twp. Clerk

**Saginaw County**

Barbara Montgomery, Buena Vista Twp, Saginaw County  
ALEXANDRIA MONTGOMERY, Deputy Clerk

Sheila Hill  
Sheila Hill, Kochville Twp, Saginaw County

Robert D. DuCharme  
Robert D. DuCharme, Tittabawassee Twp, Saginaw County

Patricia Bradt  
Patricia Bradt, Zilwaukee Twp, Saginaw County