



MINUTES
St. Clair County Board of Commissioners
Human Services Committee

Board of Commissioners' Room
County Administrative Office Building, 2nd Floor
200 Grand River Avenue
Port Huron, MI 48060

December 4, 2025 at 6:00 PM

1. Roll Call/Opening/Pledge of Allegiance

Commissioner Rushing called the meeting to order at 06:00 PM.

The Pledge of Allegiance was led by Commissioner Rushing

Present: Kerry Ange, Joi Torello, Paul Zeller, Dave Rushing, Dave Vandebossche and Steve Simasko

Absent: Lisa Beedon

2. Additions/Deletions/Changes to the Agenda

Moved by Commissioner Torello, supported by Commissioner Vandebossche, to approve the agenda as presented. Carried - Voice Vote 6-0. Aye: Commissioner Simasko, Commissioner Torello, Commissioner Rushing, Commissioner Vandebossche, Commissioner Ange, Commissioner Zeller Nay: None

3. Citizens to be Heard

David Hoffman, Fort Gratiot - re: School Survey

Paul Urben, Marysville - re: Advisory Board of Health

Ken Heuvelman, Lakeport - re: Advisory Board of Health

Dawn Fulk, Port Huron Township - re: Advisory Board of Health

Carol Miller, Port Huron Township - re: Advisory Board of Health

Tracy Birgy, Marysville re: Health Department Functions

Justine Schrader - re: Advisory Board of Health

Marion Stewart, Port Huron - re: Community Mental Health Board

Joseph Hayes, Port Huron - re: Advisory Board of Health

Jay Wetzel, St. Clair - re: Advisory Board of Health

Stephen Smith, Fair Haven - re: Advisory Board of Health

4. Updates

None

5. Conceptual Initiatives

None

6. Old Business

- A. Community Adolescent Health Center Oversight Contract Approval - Dr. Carley
- TABLED

Moved by Commissioner Simasko, supported by Commissioner Vandebossche, to remove the Community Adolescent Health Center Oversight Contract from the table. Carried - Voice Vote 6-0. Aye: Commissioner Simasko, Commissioner Torello, Commissioner Rushing, Commissioner Vandebossche, Commissioner Ange, Commissioner Zeller Nay: None

7. New Business

- A. Environmental Health Fee Schedule Revisions

Moved by Commissioner Torello, supported by Commissioner Simasko, to forward to the Regular Board meeting the recommendation to approve the revisions to the Environmental Health Fee Schedule as presented effective 01/01/26. Carried - Voice Vote 6-0. Aye: Commissioner Simasko, Commissioner Torello, Commissioner Rushing, Commissioner Vandebossche, Commissioner Ange, Commissioner Zeller Nay: None

- B. McNaughton Book Plan Subscription renewal

Moved by Commissioner Ange, supported by Commissioner Torello, to forward to the Regular Board meeting the recommendation to approve the agreement with McNaughton for the materials subscription lease program for hard cover books for the Library for a term of 01/01/26 through 12/31/26 in the amount of \$68,968.20. Carried - Voice Vote 6-0. Aye: Commissioner Simasko, Commissioner Torello, Commissioner Rushing, Commissioner Vandebossche, Commissioner Ange, Commissioner Zeller Nay: None

- C. Commission on Aging — Reappointments

Moved by Commissioner Ange, supported by Commissioner Torello, to forward to the Regular Board meeting the recommendation to reappoint to the Commission on Aging Board Linda Schmitt, District 1 Representative; and Sharron DeFever,

Member-at Large Representative, each for a three-year term expiring 12/31/2028. Carried - Voice Vote 6-0. Aye: Commissioner Simasko, Commissioner Torello, Commissioner Rushing, Commissioner Vandenbossche, Commissioner Ange, Commissioner Zeller Nay: None

D. Commission on Aging 2026 Service Contracts

Moved by Commissioner Torello, supported by Commissioner Simasko, to forward to the Regular Board meeting the recommendation to approve the senior services contracts as presented for 2026. Carried - Voice Vote 6-0. Aye: Commissioner Simasko, Commissioner Torello, Commissioner Rushing, Commissioner Vandenbossche, Commissioner Ange, Commissioner Zeller Nay: None

E. Community Mental Health Board — Appointment

Moved by Commissioner Torello, supported by Commissioner Zeller, to forward to the Regular Board meeting the recommendation to nominate Anthony Ferriell and Marion Stewart for Member-at-Large Representative on the Community Mental Health Board for the remainder of a three-year term expiring 03/31/2028. Failed - Roll Call Vote 3-3. Aye: Commissioner Simasko, Commissioner Torello, Commissioner Rushing Nay: Commissioner Vandenbossche, Commissioner Ange, Commissioner Zeller

F. Health Advisory Board — Appointments

Moved by Commissioner Torello, supported by Commissioner Simasko, to forward to the Regular Board meeting the recommendation to nominate all candidates for appointment to the Health Advisory Board.. Failed - Roll Call Vote 3-3. Aye: Commissioner Simasko, Commissioner Torello, Commissioner Rushing Nay: Commissioner Vandenbossche, Commissioner Ange, Commissioner Zeller

8. Other Human Services Matters

None

9. Information Only

None

10. Receive and File Packets

Moved by Commissioner Ange, supported by Commissioner Vandenbossche, to receive and file packets and all information received. Carried - Voice Vote 6-0. Aye: Commissioner Simasko, Commissioner Torello, Commissioner Rushing, Commissioner Vandenbossche, Commissioner Ange, Commissioner Zeller Nay: None

11. Adjournment

Moved by Commissioner Ange, supported by Commissioner Vandenbossche, to adjourn at 06:44 PM. Carried - Voice Vote 6-0. Aye: Commissioner Simasko, Commissioner Torello, Commissioner Rushing, Commissioner Vandenbossche, Commissioner Ange, Commissioner Zeller Nay: None



ST. CLAIR COUNTY HEALTH DEPARTMENT



Environmental Health Division
220 Fort Street Port Huron MI 48060
Office: (810) 987-5306 / Fax: (810) 985-5533
environmentalhealth@stclaircounty.org

ENVIRONMENTAL HEALTH FEE SCHEDULE JANUARY 1, 2026

SERVICE

FEE

BODY ART

950-200-4710-002	Body Art Plan Review	\$300
950-200-4710-003	Body Art Temporary Permit	\$175
950-200-4710-017	Re-Visit Fee – For <u>All</u> Revisits	\$ 55

C.I.S.

950-200-4710-006	Consumer Industry Services - Full + water samples / S&H (if applicable)	\$210
	 - Partial + water samples / S&H (if applicable)	\$105
950-200-4710-017	Re-Visit Fee – For <u>All</u> Revisits	\$ 55

CAMPGROUNDS

950-204-4710-004	Campground ANNUAL and TEMPORARY	Includes State Fee + LHD Fee	
	 1 – 25 sites	\$119 + \$ 81	\$200
	 26 – 50 sites	\$160 + \$130	\$290
	 51 – 75 sites	\$201 + \$189	\$390
	 76 – 100 sites	\$242 + \$238	\$480
	 101– 500 sites	\$361 + \$289	\$650
	 501 + sites	\$804 + \$846	\$1650
950-204-4710-017	Re-Visit Fee – For <u>All</u> Revisits		\$ 55

COMBINED FACILITIES Includes LHD Fee + State Fee + S&H

950-200-4710-015	Well & Septic Evaluation	4 samples (Bac-T/PC/Lead-Copper/Arsenic)	\$293 + \$ 87 + \$ 40	\$420
950-200-4710-015	Well & Septic Evaluation	3 samples (Bac-T/PC/Lead-Copper)	\$291 + \$ 69 + \$ 40	\$400
950-200-4710-015	Well & Septic Evaluation	3 samples (Bac-T/PC/Arsenic)	\$289 + \$ 61 + \$ 40	\$390
950-200-4710-015	Well & Septic Evaluation	2 samples (Bac-T/PC)	\$287 + \$ 43 + \$ 40	\$70
950-200-4710-018	Well Evaluation Only	4 samples (Bac-T/PC/Lead-Copper/Arsenic)	\$183 + \$ 87 + \$ 40	\$310
950-200-4710-018	Well Evaluation Only	3 samples (Bac-T/PC/Lead-Copper)	\$176 + \$ 69 + \$ 40	\$285
950-200-4710-018	Well Evaluation Only	3 samples (Bac-T/PC/Arsenic)	\$179 + \$ 61 + \$ 40	\$280
950-200-4710-018	Well Evaluation Only	2 samples (Bac-T/PC)	\$177 + \$ 43 + \$ 40	\$260
950-200-4710-019	Septic Evaluation Only			\$210
950-200-4710-017	Re-Visit Fee – For <u>All</u> Revisits			\$ 55

FOOD

950-201-4170-064	Fixed Food	Risk Rating X	\$370 + \$ 30	\$400
		Risk Rating Y	\$445 + \$ 30	\$475
		Risk Rating Z	\$525 + \$ 30	\$555
	Schools		\$160 + \$ 30	\$190
950-201-4170-069	Seasonal (Open Less than 9 months	Risk Rating X	\$185 + \$ 30	\$215
		Risk Rating Y	\$235 + \$ 30	\$265
		Risk Rating Z	\$260 + \$ 30	\$290
950-201-4710-075	Charitable, Religious, Civic, Fraternal, or Other Non-Profit		\$130 + \$ 5	\$135
	Pro-rated January 1 st until January 15 th cutoff date	50%	of LHD fee + full state fee	
	Pro-rated January 16 th cutoff date – February 28 th	50%	of LHD fee - no state fee	
	Pro-rated March 1 st – April 30 th	25%	of LHD fee - no state fee	
	* Must also pay current year licensing fee & full state fee *			
221-000-2225-085	State Fee / Educational Fee		\$ 25 + \$ 5	\$ 30
221-000-2225-085	State Fee for Veterans / 501 (C) (3)			\$ 5
950-201-4170-068	Food License Late Fee (received after April 30 each year)			\$ 10 per day
950-201-4710-081	Mobile Commissary		\$160 + \$ 30	\$190
221-000-2225-085	Mobile Commissary State Fees			\$ 30
950-201-4710-070	Mobile Unit / Transitory		\$130 + \$ 30	\$160
221-000-2225-085	Mobile Unit State Fees			\$ 30
950-201-4710-080	STFU Inspection			\$ 90
950-201-4710-079	STFU		\$116 + \$ 44	\$160
221-000-2225-085	STFU State Fees			\$ 44
950-201-4710-079	STFU 501 (C) (3) / Veteran		\$115 + \$ 5	\$120
221-000-2225-085	STFU 501 (C) (3) State Fee			\$ 5
950-201-4710-065	Temporary 5 days or more before event		\$106 + \$ 9	\$115
950-201-4710-065	Temporary In-Office Low Risk		\$ 41 + \$ 9	\$ 50
950-201-4170-067	Temporary Late Fee less than 5 days before event		\$161 + \$ 9	\$170
221-000-2225-085	Temporary State Fees			\$ 9
950-201-4710-076	Temporary Non-Profit 5 days or more before event		\$ 65 + \$ 5	\$ 70
950-201-4710-076	Temporary Non-Profit In-Office Low Risk		\$ 40 + \$ 5	\$ 45
950-201-4170-067	Temporary Non-Profit Late Fee less than 5 days before event		\$115 + \$ 5	\$120
221-000-2225-085	Temporary Non-Profit Educational State Fee			\$ 5
950-201-4969-086	Temporary Food Supply Kit			\$ 15
950-201-4969-066	EDUCATIONAL TRAINING for Food Certification			\$210
950-201-4969-066	EXAM ONLY			\$ 80
950-201-4710-071	Plan Review – Full	Risk Rating X		\$420
		Mobile / STFU		\$420
		Risk Rating Y		\$525
		Risk Rating Z		\$630
950-201-4710-072	Plan Review – Partial	Risk Rating X		\$260
		Mobile / STFU		\$260
		Risk Rating Y		\$370
		Risk Rating Z		\$475
950-201-4710-077	Change of Ownership Assessment / Inspection			\$210
950-201-4969-078	Informal Hearing			\$160
950-201-4969-078	Formal Hearing			\$315
950-201-4710-017	Re-Visit Fee – For <u>All</u> Revisits			\$ 55

MISCELLANEOUS

950-200-4969-048	Radon Test Kit	\$ 5
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SEWAGE DISPOSAL

950-200-4170-029	New System - Residential	\$325
950-200-4170-037	Full Replacement of Existing System	\$325
950-200-4170-032	Replacement - Tank Only	\$175
950-200-4170-036	Penalty Assessment for Septic System installed without a permit	Permit fee x 2
950-200-4170-036	Penalty Assessment for Septic Tank installed without a permit	Permit fee x 2
950-200-4170-030	Commercial Septic Permit Up to 1000 gallons per day / Replacement	\$400
	 More than 1000 gallons per day	\$450
950-200-4170-034	Septic Permit Renewal	\$100
950-200-4170-033	Location Change	\$100
950-200-4170-035	Plat Review - Initial Fee (Condos/Subdivisions)	\$525
	 each lot	\$ 55
950-200-4170-035	Preliminary Evaluation - less than 50 acres	\$315
	 more than 50 acres	\$525
	 Groundwater	\$315
950-200-4710-016	Raw Land Evaluation	\$225 per parcel
950-200-4969-020	Septic Tank Appeals	\$370
950-200-4710-017	Re-Visit Fee – For <u>All</u> Revisits	\$ 55
950-206-4170-094	Septage	\$

SOIL EROSION AND SEDIMENTATION CONTROL

950-208-4170-038	SESC Residential Permit - New home construction - single or duplex	\$300
	 Addition, garage, road ditch enclosures, pond, etc.	\$210
	 Renewal (12 month)	\$160
	 Seawall	\$160
	 SESC Permit Amendment	\$160
	 Permit waiver (May be granted if less than 225 sq ft in size)	\$ 55
950-208-4170-039	SESC Commercial Permit less than 1 acre	\$525
	 1 - 5 acres	\$750
	 5.1 - 10 acres	\$950
	 10.1 - 20 acres	\$1250
	 20 + acres	\$2500 + \$25 each acre
	 Renewal (12 month)	50% permit fee
	 Seawall	\$175
	Sand / Gravel Pit - Annual Permit ...less than 10 acres	\$315
	 10 - 25 acres	\$525
	 over 25 acres	\$735

SOIL EROSION AND SEDIMENTATION CONTROL

950-208-4170—039	Utilities.....	1 st mile	\$210
		each additional mile	\$ 80 each mile
		SESC Permit Amendment	\$160
950-208-4170-040	SESC Plan Review Only (No permit issuance)		\$210
		Additional plan review fees	\$ 80
950-208-4710-042	Additional SESC inspection fees		\$ 80
221-000-2530-088	Soil Erosion – Cash Bonds (Commercial Only)		\$1000 each acre
	Bond = 100% of the Approved engineers estimated cost of SESC		

SOLAR AND BATTERY ENERGY STORAGE FACILITY

Solar and Battery Energy Storage Facility Permit	\$25,000
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SWIMMING POOLS / SPAS

950-205-4711-026	Swimming Pool Samples	\$ 25
950-205-4710-005	Swimming Pool Inspection	\$175
950-205-4710-017	Re-Visit Fee – For <u>All</u> Revisits	\$ 55

WATER SUPPLY

950-200-4711-021	Water Analysis Fee - Bac T Collected by Resident	\$ 25
950-200-4711-022	 All Water Samples Collected by SCCHD	\$ 55
221-000-2225-084	Arsenic	\$ 18
221-000-2225-084	Bac-T	\$ 16
221-000-2225-084	Lead/Copper	\$ 26
221-000-2225-084	Nitrate / Nitrite	\$ 17
221-000-2225-084	Partial Chemistry	\$ 18
950-200-4170-028	Well Permit Fee – Private\$150 permit + \$ 50 sample	\$225
950-200-4170-007	Well Permit Fee - Commercial Type II	\$400
950-200-4170-008	Well Permit Fee - Type III	\$225
950-200-4170-036	Well-Penalty Assessment for well installed without a permit	Permit fee x 2
950-200-4710-017	Re-Visit Fee – For <u>All</u> Revisits	\$ 55

BODY ART		2024 SERVICES	CURRENT FEE	PROPOSED FEE	DIFFERENCE	REVENUE INCREASE	TOTAL REVENUE
Body Art Plan Review		2	\$275	\$300	\$25	\$50	\$600
Body Art Temp Permit		0	\$150	\$175	\$25	\$0	\$0
CIS		2024 SERVICES	CURRENT FEE	PROPOSED FEE	DIFFERENCE	REVENUE INCREASE	TOTAL REVENUE
Camp full		5	\$200	\$210	\$10	\$50	\$1,050
Camp partial			\$100	\$105	\$5	\$0	\$0
Child Care full		18	\$200	\$210	\$10	\$180	\$3,780
Child Care partial			\$100	\$105	\$5	\$0	\$0
Foster Care full		13	\$200	\$210	\$10	\$130	\$2,730
Foster Care parital			\$100	\$105	\$5	\$0	\$0
CAMPGROUNDS		2024 SERVICES	CURRENT FEE	PROPOSED FEE	DIFFERENCE	REVENUE INCREASE	TOTAL REVENUE
Annual	<50 sites	5	\$100	\$105	\$5	\$25	\$525
Annual	50-150 sites	4	\$150	\$160	\$10	\$40	\$640
Annual	>150 sites		\$200	\$210	\$10	\$0	\$0
Temporary	1-25 sites	2	\$75	\$81	\$6	\$12	\$162
Temporary	26-50 sites		\$125	\$130	\$5	\$0	\$0
Temporary	51-75 sites	1	\$175	\$189	\$14	\$14	\$189
Temporary	76-100 sites	1	\$225	\$238	\$13	\$13	\$238
Temporary	101-500 sites		\$275	\$289	\$14	\$0	\$0
Temporary	501 + sites		\$804	\$846	\$42	\$0	\$0
COMBINED FACILITES		2024 SERVICES	CURRENT FEE	PROPOSED FEE	DIFFERENCE	REVENUE INCREASE	TOTAL REVENUE
Well & Septic Eval 4 samples		5	\$273	\$293	\$20	\$100	\$1,465
Well & Septic Eval 3 samples		2	\$274	\$291	\$17	\$34	\$582
Well Eval 4 samples			\$173	\$183	\$10	\$0	\$0
Well Eval 3 samples			\$166	\$179	\$13	\$0	\$0
Well Eval 2 samples			\$167	\$177	\$10	\$0	\$0
Septic Eval		16	\$200	\$225	\$25	\$400	\$3,600
Revisit			\$50	\$55	\$5	\$0	\$0
FOOD		2024 SERVICES	CURRENT FEE	PROPOSED FEE	DIFFERENCE	REVENUE INCREASE	TOTAL REVENUE
Fixed X		21	\$350	\$370	\$20	\$420	\$7,770
Fixed Y		144	\$425	\$445	\$20	\$2,880	\$64,080
Fixed Z		144	\$500	\$525	\$25	\$3,600	\$75,600
Schools		150	\$150	\$160	\$10	\$1,500	\$24,000
Seasonal X		2	\$175	\$185	\$10	\$20	\$370
Seasonal Y		16	\$225	\$235	\$10	\$160	\$3,760

2024						
FOOD	SERVICES	CURRENT FEE	PROPOSED FEE	DIFFERENCE	REVENUE INCREASE	TOTAL REVENUE
Seasonal Z	16	\$250	\$260	\$10	\$160	\$4,160
Charitable	77	\$125	\$130	\$5	\$385	\$10,010
Mobile Commissary	1	\$150	\$160	\$10	\$10	\$160
Mobile Unit	1	\$125	\$130	\$5	\$5	\$130
STFU Inspection		\$90	\$90	\$0	\$0	\$0
STFU	49	\$111	\$116	\$5	\$245	\$5,684
Temporary	59	\$100	\$106	\$6	\$354	\$6,254
Temporary late	11	\$150	\$160	\$10	\$110	\$1,760
Temporary Non-Profit	57	\$60	\$65	\$5	\$285	\$3,705
Temporary Non-Profit late		\$110	\$161	\$51	\$0	\$0
Food Supply kit		\$15	\$15	\$0	\$0	\$0
Educational Training		\$200	\$210	\$10	\$0	\$0
Exam Only		\$75	\$80	\$5	\$0	\$0
Full Plan Review X		\$400	\$420	\$20	\$0	\$0
Full Plan Review Y	5	\$500	\$525	\$25	\$125	\$2,625
Full Plan Review Z		\$600	\$630	\$30	\$0	\$0
Partial Plan Review X	1	\$250	\$260	\$10	\$10	\$260
Partial Plan Review Y	3	\$350	\$370	\$20	\$60	\$1,110
Partial Plan Review Z	3	\$450	\$475	\$25	\$75	\$1,425
Partial Review STFU-Mobile	15	\$250	\$260	\$10	\$150	\$3,900
Change of Ownership	26	\$200	\$210	\$10	\$260	\$5,460
Formal Hearing		\$300	\$315	\$15	\$0	\$0
2024						
SEWAGE DISPOSAL	SERVICES	CURRENT FEE	PROPOSED FEE	DIFFERENCE	REVENUE INCREASE	TOTAL REVENUE
New-Full Replacement Res	219	\$300	\$325	\$25	\$5,475	\$71,175
Replacement tank only	4	\$150	\$175	\$25	\$100	\$700
Penalty without permit		\$300	\$325	\$25	\$0	\$0
Comm Septic <1,000	8	\$350	\$400	\$50	\$400	\$3,200
Comm Septic >1,000 gallons	3	\$400	\$450	\$50	\$150	\$1,350
Septic Renewal		\$75	\$100	\$25	\$0	\$0
Location Change		\$100	\$100	\$0	\$0	\$0
Plat Review - Condos/Sub	1	\$500	\$525	\$25	\$25	\$525
Plat Review - each lot	3	\$50	\$55	\$5	\$15	\$165
Preliminary Eval <50 acres		\$300	\$315	\$15	\$0	\$0
Preliminary Eval >50 acres		\$500	\$525	\$25	\$0	\$0
Preliminary Eval Groundwater	1	\$300	\$315	\$15	\$15	\$315

SEWAGE DISPOSAL	2024 SERVICES	CURRENT FEE	PROPOSED FEE	DIFFERENCE	REVENUE INCREASE	TOTAL REVENUE
Raw Land Eval	11	\$200	\$225	\$25	\$275	\$2,475
Septic Tank Appeals		\$350	\$375	\$25	\$0	\$0
Re-visit fee		\$50	\$55	\$5	\$0	\$0
SOIL EROSION	2024 SERVICES	CURRENT FEE	PROPOSED FEE	DIFFERENCE	REVENUE INCREASE	TOTAL REVENUE
Residential New	50	\$275	\$300	\$25	\$1,250	\$15,000
Residential Addition	10	\$200	\$210	\$10	\$100	\$2,100
Residential Renewal	10	\$150	\$160	\$10	\$100	\$1,600
Residential Seawall	4	\$150	\$175	\$25	\$100	\$700
Permit Waiver	2	\$50	\$55	\$5	\$10	\$110
Commercial <1 acre	45	\$500	\$525	\$25	\$1,125	\$23,625
Commercial >5 acres	35	\$700	\$750	\$50	\$1,750	\$26,250
Commercial <10 acres	12	\$900	\$950	\$50	\$600	\$11,400
Commercial 10.1-20 acres	4	\$1,100	\$1,250	\$150	\$600	\$5,000
Commercial 20+ each acre	10	\$50	\$2,500	\$2,450	\$24,500	\$25,000
Commercial Seawall	3	\$150	\$175	\$25	\$75	\$525
Sand/Gravel Pit <10 acres	1	\$300	\$315	\$15	\$15	\$315
Sand/Gravel Pit 10-25 acres	2	\$500	\$525	\$25	\$50	\$1,050
Sand/Gravel Pit >25 acres	2	\$700	\$735	\$35	\$70	\$1,470
Utilities 1st mile		\$200	\$210	\$10	\$0	\$0
Utilities each additional mile		\$75	\$80	\$5	\$0	\$0
Plan Review Only		\$200	\$210	\$10	\$0	\$0
Additional Plan Review		\$75	\$80	\$5	\$0	\$0
Additional Inspections		\$75	\$80	\$5	\$0	\$0
WATER SUPPLY	2024 SERVICES	CURRENT FEE	PROPOSED FEE	DIFFERENCE	REVENUE INCREASE	TOTAL REVENUE
Water Sample - Resident	370	\$25	\$25	\$0	\$0	\$9,250
Water Sample - SCCHD	68	\$50	\$55	\$5	\$340	\$3,740
Pool Sample	178	\$20	\$25	\$5	\$890	\$4,450
Pool Inspection	40	\$150	\$175	\$25	\$1,000	\$7,000
Residential Well	163	\$200	\$225	\$25	\$4,075	\$36,675
Comm Type II Well	1	\$350	\$400	\$50	\$50	\$400
Comm Type III Well		\$200	\$225	\$25	\$0	\$0
Penalty - installed without permit		300	315	\$15	0	0
TOTAL					\$55,017	\$493,349

McNaughton Subscription Agreement

THIS AGREEMENT to be effective January 1, 2026 through December 31, 2026 between MCNAUGHTON, A DIVISION OF BRODART CO., ("Company") and ST CLAIR COUNTY LIBRARY (B/T 218017) at 210 MCMORRAN BLVD, PORT HURON MI 48060 ("Customer").

1. Allowance usage and allotment

- 1.1 For Book Allowance, each item supplied will be charged as one allowance unless the book retails for more than the cutoff subscribed to, in which case the charge will be higher.
- 1.2 For Point Allowance, the number of items supplied will be determined by the point values corresponding to the list price of the item(s), provided in each monthly selection list.
- 1.3 Allowance will be allotted in accordance with the Customer's invoice schedule. That is, if the Customer elects to receive and pay invoices monthly, allowance will be allotted monthly; if the Customer elects to receive and pay invoices annually, allowance will be allotted annually.
- 1.4 Unused allowance will 'roll over' into the next subscription year as long as you continue your service. Unused allowance will be lost when the service is terminated.

2. Returning leased items

- 2.1 The Customer shall return to the Company any leased items in excess of the Allowable Inventory subscribed to.
- 2.2 Return shipping expenses will be paid by the Company, using Company supplied shipping labels. Return shipments made without Company supplied labels may be subject to shipping charges.
- 2.3 Returning leased items does not affect the number of items available to order.

3. Purchasing leased items

- 3.1 If the subscription includes leased materials, the Customer will have the privilege of transferring leased items to its permanent collection by purchasing them at the volume discount sale prices.
- 3.2 Purchasing leased items does not affect the number of items available to order.

4. Lost or Stolen leased items

- 4.1 The Customer shall report, at least twice annually, any items lost or stolen from the leased collection.
- 4.2 Up to 10% of the Customer's annual Allowance for leased items lost or stolen in circulation will be adjusted at no cost. Any item beyond that amount will be invoiced according to the current McNaughton inventory purchase price.

5. Payment

- 5.1 The Customer shall make payment to the Company the monthly amount agreed to, plus applicable taxes, within 30 days from date of invoice.
- 5.2 Payments made annually will be allowed a discount of 2%, provided payment is made within 60 days from the date of invoice.

6. Term

- 6.1 This Agreement to be in effect for a period of 12 months and to renew itself thereafter unless canceled.
- 6.2 The subscription plan may be increased at any time at the Customer's request.
- 6.3 The subscription plan may be decreased with the provision of 60 days notice due to potential pre-publication orders.
- 6.4 The Customer will be price protected during the year specified by the Agreement, provided signed Agreement is returned to the Company 30 days prior to specified effective date. Afterwards, the Customer will be subject to any necessary price increase at the expiration of the Agreement or end of the prepayment period, whichever comes first.

7. Termination

- 7.1 This Agreement may be canceled by the Customer at the expiration of specified contract period, with the provision of 60 days notice.
- 7.2 The Customer will return and/or purchase all leased materials in inventory within 90 days after the effective date of termination.
- 7.3 The Company reserves the right to cancel service to the Customer with the provision of 60 days written notice and to approve or disapprove any large purchases of leased materials at the time of termination.

Customer signature

Printed name and title

Date



Company signature

Robert Donnelly, Vice President, McNaughton

Printed name and title

October 31, 2025

Date



October 31, 2025

Angela Klocek
St Clair County Library
210 McMorran Blvd
Port Huron, MI 48060

Dear Ms. Klocek:

Below is the quote information you requested for McNaughton Adult Book Lease plans:

Adult Fiction (Sub ID: 18039 Acct: 2180187)

Jan. 2026-Dec. 2026 \$18.30/Book-250 books/month-\$29.00 Cut-off \$54,900.00/year

Adult Nonfiction (Sub ID: 18055 Acct: 2159759)

Jan. 2026-Dec. 2026 \$19.70/Book-41 books/month-\$33.00 Cut-off \$9,692.40/year

Adult Large Print (Sub ID: 18043 Acct: 2182418)

Jan. 2026-Dec. 2026 \$21.45/Book-17 books/month-\$35.00 Cut-off \$4,375.80/year

A 2% discount is available on annual invoices that are paid in full within 60 days.

If this quotation meets with your approval, please respond in writing, and I will be happy to get the account setup process started.

If you have any questions, or need further information, please contact me at 800.474.9802, ext. 6928 or via e-mail at hollie.lane@brodart.com. I look forward to hearing from you.

Sincerely,

Hollie Lane
Customer Care



October 31, 2025

Angela Klocek
St Clair County Library
210 McMorran Blvd
Port Huron, MI 48060

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