

ANNUAL
REPORT

OF
MUSKEGON
C O U N T Y
GOVERNMENT

1963

May 8, 1964

To: Board of Supervisors, Muskegon County

The following pages contain valuable information about the operation of Muskegon County government in the year 1963.

Financial Summary

General fund budget performance was as follows:

1963 budget	\$2,843,155.67
1963 expenditures	<u>2,800,836.91</u>
Budget "savings"	<u>\$ 42,318.76</u>

The year of 1963 was a good year, financially, for Muskegon County. The County cost for Welfare was the lowest in three years.

Mark W. Potter
Controller

COUNTY OF MUSKEGON

1963 ANNUAL REPORT

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MUSKEGON COUNTY AIRPORT

Statements of Income & Expense, One year ending December 31, 1963:

INCOME:

Landing Area:

Field-Use Charges		\$16,338.95	
Concessions - Gasoline & Oil		6,048.67	
Field-Storage & Parking Charges		282.75	
Management Services		2,229.82	\$24,900.19

Hangar Area:

Hangar Rent	\$16,712.83		
" Storage	974.50	17,687.33	
Ground-Site Rentals		163.90	
Management Services		2,290.28	20,141.51

Terminal Area:

Rent in (Old) Terminal Bldg. #1	\$7,978.11		
Concessions #1	1,967.94		
Management Services #1	766.30	\$10,712.35	
Rent in (New) Terminal Bldg. #2	\$711.69		
Concessions #2	294.05	1,005.74	
Flying School Office Rent & Other Income #1		528.40	
Limousine (estimated receivable) & Rent-a-Car Commissions	\$600.00	5,576.20	6,176.20
Coffee Shop #1 (old area)	\$160.84		
Restaurant #2 (new term. bldg.)	389.27	550.11	18,972.80

Other Areas:

Misc. Rentals			
"Schinzel" house	\$660.00		
FAA Rentals	4.00	\$664.00	
Sale of Christmas Trees		350.00	1,014.00

Total Airport Operating Income, 1963: \$65,028.50

Comparison of:	Income	Expense	Net
Landing Area:	\$24,900.19	\$29,796.25	(\$4,896.06)
Hangar Area:	20,141.51	24,542.03	(\$4,400.52)
Terminal Areas:	18,972.80	27,709.83	(\$8,737.03)
Other Areas:	1,014.00	1,035.20	(\$ 21.20)
Totals Showing Net Loss for Year:	\$65,028.50	\$83,083.31	(\$18,054.81)

MUSKEGON COUNTY AIRPORT

EXPENSE:Landing Area:

Oper. Exp.,	Electricity	\$3,098.89		
" "	Salaries	1,132.60		
" "	Insurance	770.53		
" "	Misc. Supplies	10.00	\$5,012.02	
Main.	Grounds	\$1,413.36		
" "	Equipment	5,914.08		
" "	Operation of Vehicles	1,956.26		
" "	Salaries	8,453.32	17,737.02	
Admin.	Communications	\$514.13		
" "	Misc. & Advertising	835.00		
" "	Office Supplies, Printing	262.87		
" "	Main., Office Equipment	34.47		
" "	Salaries	3,420.57		
" "	Travel	1,192.31		
" "	Legal	787.86	7,047.21	\$29,796.25

Hangar Area:

Oper. Exp.,	ADT System	\$650.00		
" "	Fuel	1,316.50		
" "	Janitor Supplies	76.12		
" "	Electricity	1,431.05		
" "	Salaries	4,271.58		
" "	Insurance	4,433.56	\$12,178.81	
Main.	Building & Grounds	\$2,334.47		
" "	Equipment	349.31		
" "	Salaries	3,185.81	5,869.59	
Admin.	Communications	\$244.89		
" "	Misc. & Advertising	835.02		
" "	Office Supplies, Printing	262.90		
" "	Main., Office Equipment	34.47		
" "	Salaries	3,420.58		
" "	Travel	932.29		
" "	Legal	763.48	6,493.63	24,542.03

Terminal Area:

Oper. Exp.,	Area #1, Fuel	\$775.70		
" "	" " Janitor Supplies	387.24		
" "	" " Electricity	1,949.79		
" "	" " Salaries	6,987.17		
" "	" " Insurance	1,005.52	\$11,105.42	
Main.	" " Bldg., Grounds	\$1,002.51		
" "	" " Equipment	287.59		
" "	" " Salaries	2,011.49	3,301.59	
Oper.	Area #2, Fuel	\$183.01		
" "	" " Insurance	24.60		
" "	" " Salaries	2,006.04		
" "	" " Janitor Supplies	955.77		
" "	" " Electricity	1,536.42	4,705.84	

Airport Expense, continued				\$54,338.28
<u>Terminal Area, continued</u>			\$19,112.85	
Main. Exp.,	Area #2, Bldg., Grounds	\$107.66		
"	" " Equipment	173.14		
"	" " Salaries	851.18	\$1,131.98	
Admin. "	Communications	<u>\$244.91</u>		
"	Misc. & Advertising	1,835.05		
"	Office Supplies, Printing	262.91		
"	Salaries	3,420.60		
"	Travel	932.34		
"	Main., Office Equipment	34.44		
"	Legal	<u>734.75</u>	<u>7,465.00</u>	\$27,709.83
<u>Other Areas:</u>				
Oper. Exp.,	Insurance, Dwellings	\$237.53		
"	Salary, Utility System	22.45		
"	Supplies used in former Coffee Shop	10.35	\$270.33	
Main.,	Manager's residence	<u>\$166.26</u>		
"	Custodian's "	275.14		
"	"Schinzel" House	311.80		
"	Utilities System	<u>11.67</u>	<u>764.87</u>	<u>1,035.20</u>
Airport Operating Expense, Year ending December 31, 1963:				\$83,083.31
Less Airport Operating Income,				<u>65,028.50</u>
Net Operating (Loss) for year, 1963: (Airport Fund)				(\$18,054.81)
Received Budget Appropriation, County General Fund:				<u>\$17,000.00</u>
Loss after using Budget Appropriation:				(\$1,054.81)

MUSKEGON COUNTY AIRPORT

Comparison of Expense, One Year ending December 31:

	<u>1959</u>	<u>1960</u>	<u>1961</u>	<u>1962</u>	<u>1963</u>
<u>Landing Area:</u>					
Operating Exp.,	\$2,821.65	\$2,856.37	\$5,149.90	\$1,743.31	\$5,012.02
Maintenance "	9,807.97	12,556.17	11,742.87	18,201.85	17,737.02
Adminstr. "	5,267.17	6,066.13	7,802.09	4,733.96	7,047.21
<u>Hangar Area:</u>					
Operating Exp.,	8,544.94	8,703.18	8,476.28	12,223.34	12,178.81
Maintenance "	5,127.58	7,399.57	6,543.13	3,126.50	5,869.59
Admin. "	5,267.02	6,065.96	7,572.24	4,474.69	6,493.63
<u>Terminal Area:</u>					
Operating Exp.,	4,194.99	5,263.50	11,500.84	12,023.08	15,811.26
Maintenance "	1,833.46	2,216.87	4,332.70	3,268.89	4,433.57
Adminis. "	5,265.59	6,065.67	7,493.24	4,475.78	7,465.00
<u>Other Areas:</u>					
Operating Exp.,		9.75	107.25	1,158.05	270.33
Maintenance "		196.93	287.71	436.88	764.87
Total Airport Exp.	\$48,130.37	\$57,400.10	\$71,008.25	\$65,866.33	\$83,083.31

Comparison of Income,

<u>Landing Area:</u>					
Field-Use Chg.	\$9,666.39	\$11,538.13	\$17,963.56	\$16,249.03	\$16,338.95
Conc., Gas, Oil	2,844.22	4,093.72	4,865.60	5,478.62	6,048.67
Field Storage & Parking Chg.	205.00	45.50	106.00	208.00	282.75
Management Services		1,124.90	2,710.94	916.84	2,229.82
<u>Hangar Area:</u>					
Hangar Rent	12,680.50	13,809.00	15,507.57	15,445.08	16,712.83
" Storage	1,670.50	1,610.50	1,110.50	1,232.00	974.50
Gr-Site Rentals	197.48	197.48	200.48	195.48	163.90
M'g'ment Serv.	1,153.00	1,286.97	1,815.80	2,133.80	2,290.28
<u>Terminal Area:</u>					
Rent in Term.					
Buildings	3,920.04	4,136.54	6,925.50	8,203.32	8,689.80
Concessions	6,589.10	7,063.06	8,211.91	8,662.77	8,438.19
M'g'ment Serv.	550.00	614.15	693.35	654.75	766.30
Fly. School Office					
Rent & Other	612.00	736.80	394.80	538.80	528.40
Restaurant				61.85	550.11
<u>Other Areas:</u>					
Sale of Chr. Trees	347.88		855.90	287.00	350.00
Misc. Rentals	561.06	671.06	611.06	524.00	664.00
Total Income:	\$40,997.17	\$46,927.81	\$61,972.97	\$60,791.34	\$65,028.50
(Net Loss)	(\$7,133.20)	(\$10,472.29)	(\$9,035.28)	(\$5,074.99)	(\$18,054.81)

MUSKEGON COUNTY AIRPORT

Statements of Receipts & Expenditures, One Year ending 12-31-63
(Airport Fund)

RECEIPTS:

Landing Area:

Field-Use Charges	\$16,163.07	
Concessions - Gasoline & Oil	5,858.96	
Field-Storage & Parking Charges	170.25	
Management Services	2,219.26	
Refund, Maintenance of Grounds	31.30	
Refund, Maintenance of Equipment	52.03	
Refund of Tax, Operation of Vehicles	633.48	
Refund, Communications (P. A. System)	435.00	\$25,563.35

Hangar Area:

Hangar Rent	\$16,208.81	
Hangar Storage	875.75	
Ground-Site Rentals	155.86	
Management Services	2,290.28	
Refund, Main., Building & Grounds	264.00	19,794.70

Terminal Areas:

Rent in Terminal Building #1 (Old)	\$8,224.61	
Concessions, # # "	2,049.46	
Management Services	751.65	
Flying School Office Rent & Other Income	514.00	
Restaurant, Old Term. Area	160.84	
Limousine & Rent-a-Car Commission	5,626.20	
Rent in Terminal Building #2	453.68	
Concessions, " " "	294.05	
Restaurant, " " "	389.27	
Refund, Janitor Supplies	4.08	
Refund, Electricity	694.00	19,161.84

Undistributed Expense:

Refund, Communications	\$18.77	
" Miscellaneous & Advertising	650.00	
" Travel	103.00	771.77

Other Areas:

Miscellaneous Rentals	\$554.00	
Sale of Christmas Trees	637.00	1,191.00

Total Airport Receipts, 1963: (Airport Fund) \$66,482.66

Plus County Budget Appropriation from General Fund 17,000.00

Gross Receipts, 1963: \$83,482.66

MUSKEGON COUNTY AIRPORT

EXPENDITURES: (Airport Fund)Landing Area:

Oper. Exp.,	Misc. Supplies & Expense	\$10.00		
"	"	Electricity	3,098.89	
"	"	Salaries	1,132.60	\$4,241.49
Main.	"	Grounds	\$1,434.44	
"	"	Equipment	5,976.33	
"	"	Operation of Vehicles	2,489.48	
"	"	Salaries	8,453.32	18,353.57
Admin.	"	Communications	\$663.00	
"	"	Travel	260.00	923.00
				<u>\$23,518.06</u>

Hangar Area:

Oper. Exp.,	Fuel	\$1,316.50		
"	"	Janitor Supplies	76.12	
"	"	Electricity	1,431.05	
"	"	Salaries	4,413.89	7,237.56
Main.	"	Building & Grounds	\$2,598.47	
"	"	Equipment	349.31	
"	"	Salaries	3,185.81	6,133.59
				<u>13,371.15</u>

Terminal Areas:

Oper. Exp. #1,	Fuel	\$775.70		
"	"	Janitor Supplies	391.32	
"	"	Electricity	2,603.79	
"	"	Salaries	6,844.86	\$10,615.67
Main.	"	Building, Grounds	\$1,002.51	
"	"	Equipment	465.91	
"	"	Salaries	1,833.17	3,301.59
Oper.	" #2,	Fuel	\$183.01	
"	"	Janitor Supplies	955.77	
"	"	Electricity	1,536.42	
"	"	Salaries	2,006.04	4,681.24
Main.	"	Building & Grounds	\$107.66	
"	"	Equipment	173.14	
"	"	Salaries	851.18	1,131.98
				<u>19,730.48</u>

Other Areas:

Oper. Exp.,	Sewage System, Salary	\$22.45		
"	"	Restaurant Supplies		
	(Old area)	10.35	\$32.80	
Main	"	Utilities System (new area)	\$11.67	
"	"	Manager's Residence	166.26	
"	"	Custodian's Residence	273.04	
"	"	"Schinzel" House	313.90	764.87
				<u>797.67</u>

Carried forward

\$57,417.36

MUSKEGON COUNTY AIRPORT

Expenditures (Airport Fund) continued

\$57,417.36

Undistributed Items:

Expense,	Commissions, Concessions	\$71.52		
"	Communications	753.45		
"	Main., Office Equipment	103.38		
"	Miscellaneous & Advertising,	4,155.07		
"	Office Supplies & Printing	788.68		
"	Administrative Salaries	10,261.75		
"	Travel	2,832.94		
"	Legal	2,121.09	\$21,087.88	
Assets,	Prepaid ADT System	\$650.00		
"	Prepaid Insurance	10,833.72		
"	Landing Field	82.50		
"	Work in Progress, New Terminal Bldg.	82.50		
"	Equipment	143.90	<u>11,792.62</u>	32,880.50
Total Expenditures (Airport Fund) one year ending 12-31-1963:				\$90,297.86
Less Receipts, 1963:				<u>\$83,482.66</u>
				(\$6,815.20)

MUSKEGON COUNTY AIRPORT

Statement of Receipts and Expenditures from the
Airport Expansion & Construction Fund
Year ending December 31, 1963:

Balance on Hand, January 1, 1963: \$182,803.20

Receipts during year, 1963:

Current Tax Collection	\$402,368.05		
Delinquent Tax Collection	43,326.66		
Personal Tax Collection	2,889.44		
Tax Sales, State Land Sales	912.39	\$449,496.54	
Insurance Claims		873.39	
National Lumberman's Bank, Note, Premium, and Accrued Interest	\$350,000.00	635.62	350,635.62
Refunds Received from Contractors	\$113.20		
Architect	330.66	443.86	
Plus Receipts			801,449.41
Sub-Total			<u>\$984,252.61</u>

Expenditures during year, 1963:

Land Purchases		\$32,250.00	
Tax Refund, Muskegon Twp. Treasurer, Continental Motors tax		2,575.98	
Daniel E. Upton, Treasurer, Norton Twp.		15,051.72	
Transfer to Airport Fund		14,764.28	
Salaries Paid on Construction Program		13,185.05	
Travel Expense		680.26	
Utilities		738.96	
Architect and Engineering Services		24,723.57	
Surveying		190.00	
Contractors		234,462.86	
Attorney Fees		2,122.12	
Insurance		1,569.78	
Equipment and Furnishings		34,398.89	
Michigan Department of Aeronautics		58,974.39	
National Lumberman's Bank, Principal & Interest		356,097.14	
Shipping Charges		194.47	
Advertising		185.60	
Misc. Hardware & Paint Supplies		1,236.30	
Landscaping & Grounds		3,932.96	
Less Expenditures			<u>797,334.33</u>

Balance on Hand, Airport Exp. & Construction Fund, 12-31-63: \$186,918.28

MUSKEGON COUNTY AIRPORT

BALANCE SHEET, December 31, 1963:

ASSETS:

County Treasurer, Airport Fund		\$19,124.24
County Treasurer, Airport Expansion & Construction Fund		186,918.28
Cash on Hand		50.00
Accounts Receivable		3,474.78
Prepaid Insurance		359.68
Prepaid ADT System		379.15

Less Reserve for
Depreciation

Landing Field, Runways, & Taxiways	\$2,613,152.33	\$432,258.51	\$2,180,893.82
Hangars	289,356.78	121,819.08	167,537.70
Terminal Bldg. #1	59,491.70	18,006.28	41,485.42
Terminal Bldg. #2			497,922.98
Other Buildings & Facilities	40,476.83	16,141.20	24,335.63
Equipment & Furniture	147,227.17	71,186.89	76,040.28
Work in Progress, New Hangars			11,915.53
Work in Progress, Other Buildings & Facilities			<u>95,132.26</u>

Total Assets, December 31, 1963: \$3,305,569.75

LIABILITIES & EQUITIES:

Notes Payable, National Lumberman's Bank		\$350,000.00
Capital Invested by Muskegon County		
County	\$1,639,264.65	
Grants-in-Aid, Federal Govt.	934,727.32	
Grants-in-Aid, State of Michigan	298,535.99	
Grants-in-Aid, Chamber of Commerce	<u>120,000.00</u>	\$2,992,527.96
Operating (Loss)		<u>(36,958.21)</u>

Total Liabilities & Equities, December 31, 1963: \$3,305,569.75

MUSKEGON COUNTY ANIMAL SHELTER
YEARLY REPORT FOR 1963

Dogs taken in	5,815	Fees for Animals sold	\$2,959.50
Dogs sold	422	Fees for Animal released	1,715.00
Dogs released	351	License fees, County	3,250.50
Dogs humanley destroyed	4,667	License fees, City	2,628.00
Cats received	1,954	Total cash deposited	10,553.00
Cats adopted out	230		
Cats humanley destroyed	1,701	<u>License sold for 1963</u>	
Miscellaneous Animals	51	County Animal Shelter	3,380
1 Porcupine			
1 Muskrat			
7 Rabbits			
3 Goats		<u>Summons Issued in 1963</u>	970
2 Opposums			
1 Shetland Pony			
4 Gophers		<u>Pigeons Shot in 1963</u>	334
1 Squirrel			
1 Turkey			
13 Hampsters		Cash deposited in 1960	<u>\$6,415.20</u>
1 Robin			
1 White Rat		Cash deposited in 1961	<u>9,084.96</u>
1 Canary			
2 Fox		Cash deposited in 1962	<u>10,130.50</u>
1 Bat			
1 Rat		Cash deposited in 1963	<u>10,553.00</u>
1 Coon			
1 Turtle			
1 Chipmonk			
1 Morning Dove			
3 Ducks			
1 Parakeet			
2 Calves			

Gerald L. Wheeler
Superintendent

Annual Report

Muskegon County Civil Defense

The County Office of Civil Defense has had no allocation of funds for two years, but has been operating on a reserve and matching funds from the federal program for Personnel and Administrative expense. Needless to say, participation in the Personnel and Administrative Program requires a great deal of clerical work plus activity in all civil defense activities which are included in federal and state planning.

Financial report for 1963

Balance as of January 1, 1963		\$10,831.64
Reimbursed from P&A Program		5,652.88
Received for surplus equipment		1,928.04
Received for generator		2,934.77
		<hr/>
		\$21,347.33
Salaries for 1963	9,491.00	
Travel Expense	2,083.92	
Office supplies & materials	172.46	
Paid for surplus equipment	3,878.41	
Miscellaneous expenses	2,022.56	
	<hr/>	
	\$17,648.35	21,347.33
		<hr/>
		- 17,648.35
Balance as of January 1, 1964		\$3,698.94
Outstanding bills and reimbursements		
Surplus		2,970.00
Estimated funds available in 1964 for Personnel & Administrative Program		6,200.00
		<hr/>
	Total	\$12,868.98

The Muskegon County Office of Civil Defense has, for the past two years, economized in every way possible. Matching funds for needed equipment have not been available, due to a change in allotted frequencies by the F.C.C. and state planning which penalizes an active county civil defense organization for the inactivity of others. Future developments will clear up this situation. Muskegon County has submitted a Radio Amateur Civil Emergency Service Plan but cannot obtain approval until other organizations complete theirs. Civil defense will submit a request for funds totaling approximately \$8,700.00 for vital equipment, when matching funds are available.

The more important surplus items obtained in 1963;

Tractor - snowplow for Muskegon County Building
Jeep for Sheriff's Department
Sander truck for Muskegon Township
Air Compressor for City of Muskegon Fire Department
Truck for City of Muskegon Fire Department
Three (3) white truck motors for Muskegon County Highway Department
Truck and emergency vehicle for Twin Lake Fire Department
Emergency vehicle for Egelston Township Fire Department
60 k.w. generator for Whitehall
Ford car for Montague
and other items at a great savings to the recipients of these surplus articles.

The cooperation afforded civil defense by fire departments, law enforcement agencies, schools and local governments has been very good.

Respectfully submitted,



John Flickema, Director
Muskegon County Civil Defense

COOPERATIVE EXTENSION SERVICE

The Cooperative Extension Service of Michigan State University provides an educational service to people of Muskegon County through a cooperative arrangement between the county of Muskegon, Michigan State University and the U. S. Department of Agriculture. The services of the University, the Agricultural Experiment Station and the U.S.D.A. are thus made available to the people of the county, both rural and urban.

The field staff, employees of Michigan State University, consist of a County Extension Director who has responsibility for the administration of the county office and the Agricultural programs, County Extension Agent, Home Economics, County Extension Agent, 4-H Club Work and District Extension Agent in Community Resource Development. The salaries of these agents are paid from federal and state funds through Michigan State University. The University also pays all of the expenses of the District Extension Agent in Community Resource Development. The county pays the salaries of two secretaries, provides office space and funds for operation, including transportation for the County Extension Agents.

During the past year, the three County Extension Agents made 1230 farm and home calls, had 3150 office calls, received or made 8221 telephone calls, prepared and released 163 newspaper articles, made 585 radio broadcasts and distributed almost 19,000 educational bulletins. In addition, the County Extension Agents conducted 149 training meetings involving 6315 local leaders.

This office also has responsibility for the 4-H Center at Wolf Lake. During 1963 there were 45 different outside groups using the 4-H Center for 53 days with a total attendance of about 3100. The 4-H Center was used for 4-H Camping and Extension educational meetings 77 different days with a total of 4551 user days. Total useage of the 4-H Center during 1963 was 130 days while 1962 showed 113 days and 1961 a total of 99 days of use.

The following are brief summaries of the County Extension Programs for the past year.

AGRICULTURE

Don Hearl
County Extension Direc.

Agriculture in this county is big business. Of the 322,000 acres of land about 36% is in farms with another 48% in forests and tree plantations.

On the 934 farms, 419 of which are classed as commercial, dairying is the leading enterprise with an annual income of \$1,195,000, followed in order by vegetables, livestock, poultry, field crops, fruit crops, and forest products.

Working with these commercial fulltime farmers, part-time farmers, on their many agricultural problems and with the rural and urban residents on their multitude of agriculturally related problems, presents a great challenge to an Extension Agent.

We attempt to work largely with individuals and through existing organizations to help people solve their

problems, adopt new and recommended practices, increase their income and ultimately raise their standard of living and live a more rewarding life.

DAIRYING

The number of dairy herds is constantly decreasing but the herds are increasing in size resulting in maintaining about the same number of cattle. Through improved feeding, artificial breeding heavy culling and keeping production records, production per cow has increased to an all-time high.

We now have 43 herds with 1536 cows, or about 32% of all cows in the county on production records programs.

Because of the cooperation received in the Brucellosis "Test and Slaughter" and "Calfhood Vaccination programs" Bangs disease is well under control. Through a publicity program on calfhood vaccination, more calves have been vaccinated than in any previous year - 1164 in 1963, an increase of 10% over 1962.

SOIL TESTING

Soil testing has become an accepted practice to determine analysis and quantity of fertilizer to use for maximum efficient crop production. In 1963 the county Soil Testing Lab. processed 581 samples. Quite a number of others, especially muck and greenhouse samples, were sent to the State Lab.

FARM ACCOUNTS

Adequate farm account records are recognized as a necessity for an efficient business enterprise. Ten farmers are enrolled in the M.S.U. Mail-In Farm Account program. Hundreds of other farmers are supplied with account books through the Extension office and cooperating banks in farming areas.

FORESTRY

Much Muskegon County land serves its best use when growing trees. Hundreds of acres are planted annually to pine trees for both reforestation and Christmas tree production. By working with the Christmas tree growers on problems of insect control, shearing and shaping, grading, marketing, etc. the quality of trees reaching the market is improving each year. Shearing and grading demonstrations, publicity on insect control programs and educational meetings conducted in cooperation with the Tree Growers Association has done much to put high quality trees on the market and create a demand for Michigan grown trees.

Underpruning of established pine plantations is becoming an accepted practice to improve the quality of timber to be harvested by the next generation

LAWNS, GARDENS, etc.

Much can be said of the ever present problems confronting the homeowner regarding lawn building and care, insect and disease control in and around the home, home gardening, etc. Nearly full time of one person could be devoted to such problems in the urban area. Last winter two meetings of lawn and garden supply dealers were held to put them in a position to better answer these questions.

HOME ECONOMICS - FAMILY LIVING

Elizabeth Nickell
County Extension Agent,
Home Economics

Our first objective was to help homemakers gain more understanding of the people in our lives through meetings on: Know Muskegon County, Parent-Child Understandings, and a modern concept of Leisure.

A second purpose was a study of the relationship of nutrition and county public health. Nutrition was studied in meetings on Feeding Young America, Food Misinformation-Fads and Frauds, and in the East Park School nutrition project.

An outstanding result of the whole program has been the excellent leadership exhibited by group members as a result of Extension study and experience in presenting lessons to their groups.

EAST PARK PROJECT

The success of the East Park Nutrition project is due to the members who volunteered their time and knowledge. The East Park Home and Family Living Council composed of representatives of the school staff, P.T.A. members, a minister, public health nurses, social aid workers and the Extension Home Agent met to discuss ways of meeting some of the needs in this low-income neighborhood.

Nutrition education was selected by the Council as the first concern. As a result of surveys and studies, it was decided to hold a series of three food classes for adults. P.T.A. members offered to assist the Home Agent demonstrate recipes featuring surplus foods as the basis for sound family nutrition. In evaluating the series of meetings, it was revealed that many fifth and sixth grade children are responsible for food preparation at home. Members of Home Economics Extension groups offered to assist teachers plan and conduct cooking sessions. The children worked in small groups under the direction of the volunteers. The meals they prepared emphasized effective use of surplus foods. Adequate cooking methods for cereals, vegetables and protein foods were stressed. Nutritional balance was emphasized through use of fruits and vegetables.

Nutrition knowledge gained through Extension lessons, and the experience of teaching lessons to their groups qualified the volunteers to take part so effectively in the East Park nutrition project. Other volunteers taught knitting and mending projects to the school children.

As a result of the effectiveness of volunteer workers, East Park School has planned a whole curriculum for kindergarten through sixth grade incorporating nutrition and good food habits in the study of arithmetic, social studies, literature and art. It is hoped that neighborhood mothers will volunteer to help with the cooking, mending and knitting teaching in the future.

WORKING WITH 4-H

Home Economics information reached 4-H Clothing project leaders through a series of demonstrations and discussion meetings conducted by the Home Agent for clothing project chairmen from each district in the County. Sewing techniques were presented to them by the Home Agent and they in turn helped other 4-H Leaders through telephone conversations and regular teaching sessions. Several leaders reported the teaching had given them more confidence and that it encouraged new leaders to stay on in the 4-H program.

CLOTHING CONSTRUCTION

Two of the 4-H leaders offered to teach clothing construction to interested women in their community at the school building. The school cooperated by making the building available for this adult education class. The 4-H leaders planned with the Home Agent and conducted a fine series of meetings on basic principles and techniques of garment construction, using Extension bulletins as resource material.

In another area of the county, Beach School P.T.A. made all arrangements for the Home Agent to teach clothing construction. A series of six meetings was held. As a result, two of those who attended, opened their homes to other area women to reteach information they had gained from the Home Agent.

KNOW MUSKEGON COUNTY

During the "Know Muskegon County" series, the Muskegon Chronicle published the M.A.E.P.D.A. report in ten issues. Our meetings gave understanding and meaning to the report and provided a base for group discussion. The material covered in Know Muskegon County will be the subject of public discussion, decisions at the polls and Board action for years to come.

OTHER TOPICS

In the topics - Use of Leisure and Parent-Child Relationship, the effects of changing conditions in the world were shown, and discussions brought out a newer perspective of each family's response to changes.

4-H & YOUTH

Maurice Voland
County Extension Agent
4-H Club Work

A lot has happened in the Muskegon County 4-H Program during 1963 - it has been a year when the 4-H program grew in many ways - read on and see what has happened:

RAVENNA 4-H FAIR - The 1963 Fair broke all records - over 15,000 in attendance and over 800 4-H exhibits.

STATE 4-H SHOW - Muskegon County was represented by 50 different exhibits at State Show, 50 different members and leaders spent all or part of the week at Michigan State University and more than 100 visited for one day.

SPRING ACHIEVEMENTS - Over 3000 people viewed the completed 4-H projects at 11 different spring Achievement programs throughout Muskegon County during the last two weeks of March this past spring.

Programs were held in the Ravenna, Beach Fruitport, Churchill, Lincoln, Bluffton, Marquette, Wolf Lake, Bates, Gustafson and Duck Creek Communities.

CAMP - The 1963 Muskegon 4-H Camp - "The Camp of the Big White Teepee" provided a healthful, enjoyable, away-from-home group living experience for over 400 different 4-H members and leaders.

NEW CLUBS - Joining the fold as new Community 4-H Clubs during the past year were the Gustafson and Bluffton Community 4-H Clubs.

Many new project Clubs were organized in many communities of the county through the efforts of new as well as experienced leaders.

MEMBERSHIP - The close of 1963 saw a new membership record established. During 1963, 1,335 different boys and girls participated in the 4-H program and were guided in their efforts by 325 volunteer adult leaders.

COMMUNITY RESOURCE DEVELOPMENT

Glen Sommerfeldt
District Extension Agent
Community Development

Muskegon county projects included consulting with White River Township in regard to their zoning ordinance, the Ravenna Village Council in relation to long range development plans for the Ravenna Village Park and meeting with a committee from the Muskegon County Board of Supervisors to explore the feasibility of establishing a Muskegon County Planning Commission.

In addition, assistance was given to M.A. E.P.D.A. in the delineation of the various Agricultural Economic Areas in the Greater Muskegon Trade Area. Final touches were also put on the presentation "Know Muskegon County" which served as one of the major group lessons in the Home Economics Family Living Program for the year. This presentation has been used by numerous other groups in the county and has served as the basis for similar presentations in surrounding counties. Mr. Sommerfeldt has primary responsibility for Community Resource Development work in Ottawa, Oceana and Newaygo counties as well as in Muskegon County.

THE
ANNUAL REPORT
OF THE
OFFICE OF COUNTY CLERK
COUNTY OF MUSKEGON
FOR THE YEAR
1 9 6 3

EUGENE R. BERGERON - COUNTY CLERK

PREFACE:

The County Clerk's Office is maintained every year by continued assumption and integration of staff services rendered by the Deputy Clerks. The functional duties of the County Clerk are carried out by the Deputy Clerks who assumes the duties and responsibilities of the County Clerk in the various phases of vital statistic records. The administrative policies and the preparation of a workable program for the County Clerk's Office is established by the County Clerk personally, giving constant attention to the control of activities in the office to provide service to a greater number of people at the most economical cost for county operation.

Departmental Budget, Receipts and Expenditures for the year 1963

Items	Appropriation	Expenditures	Balance
Salaries	41,164.00	41,361.19	--
Office Supplies	3,000.00	5,036.19	--
Rebinding Records	300.00	235.77	64.23
Travel Allowance	150.00	19.01	130.99
Maint. of Equipment	200.00	144.66	55.34
Birth - Death Records	1,500.00	1,192.75	307.25
Conventions	300.00	164.37	135.63
Photo Copy Supplies	600.00	330.83	269.17
Postage	550.00	544.81	5.19
Freight	50.00	26.60	23.40
Vault Records	300.00	--	300.00
TOTALS	48,114.00	49,056.18	1,291.20
		-48,114.00	
		942.18	Overspent

An explanation of the amount spent for Office Supplies ordered in November 1962 but not delivered until after January 1, 1963 - there was \$2,804.05 left over in the 1962 budget, because the following items were not delivered or paid for in 1962.

Transfer Storage Cases	201.10
Transfer Storage Cases	79.44
Civil Docket Books for Court Record's due to new Judicature Act	575.17
Court Case Binders (This is ordered in quantity for savings in price)	494.07
Legal Forms needed per new Judicature Act	300.32
Quarterly Court Calander (Revised)	260.00
TOTAL EXTRA EXPENSES	1,613.10

Had these items been delivered within a reasonable time after ordered, the 1963 budget would have had a surplus of about \$1,000.00.

REVENUES RECEIVED BY THE COUNTY CLERK'S OFFICE:

Statutory provisions define the kind of fees to be charged for various services rendered by the County Clerk's Office. During the year 1963 the following revenues listed below were received and placed in the General Fund of the County:

Certified Copies of Records:	
Birth Certificates	\$1,751.00
Birth Transcripts	1,100.50
Death Certificates	462.00
Marriage Certificates	142.00
Military Discharges	302.00
Decrees and Judgements	231.00
Miscellaneous Records	26.00
Notary Commissions	349.00
Notarial Certificates	38.75
Doctors and Nurses Registration	9.00
Marriage Licenses	3,067.00
Registration of Out of State and Delayed Births	23.00
Liquor Identification Cards	731.00
Concealed Weapons Licenses	1,461.00
Assumed Name Certificates	558.00
Certificate of Co-Partnership	318.00
Passport Applications	694.00
Tax Notices filed	28.50
Petty Cash Over & Short	+2.09
Translation of Foreign Documents	5.00
Voting Machine set up charges (Other than County Elections)	6.00
Miscellaneous Fees	82.62
Petitions for Naturalization	270.00
Declaration of Intention	10.00
C Entry Fees	4,800.00
D Entry Fees	6,600.00
C Judgement Fees	553.00
D Decree Fees	1,303.00
Jury Fees	225.00
Stenographer Fees	135.00
Costs (Assessed in Circuit Court)	2,852.00
Claims and Appeals filed	247.00
Municipal Appeals	9.00
Sale of Logs from County Owned Property	308.80
Vending Machine Commissions	451.88
Motor Fuel Tax Refund to County	1,546.62
Veterans Burial Allowance from Social Security	793.42
Clerks Telephone Refunds	1.99
Clerks Postage Refunds	139.05
Insurance Refunds	2.60
TOTAL FEES DEPOSITED BY COUNTY CLERK TO THE COUNTY TREASURER	31,635.82

ELECTIONS :

Departmental Budget, Receipts and Expenses for the year 1963

Items	Appropriation	Expenditures	Balance
Postage & Freight	200.00	35.05	164.95
Printing of Ballots	6,500.00	5,346.70	1,153.30
Extra Help	700.00	693.37	6.63
Board of Canvassers	300.00	637.64	-337.64
Machine Set Up & Travel	300.00	--	300.00
	<u>8,000.00</u>	<u>6,712.00</u>	<u>1,287.24</u>
Cost of a County Wide Recount		- 403.93	
Cost of County Elections in 1963		<u><u>6,308.07</u></u>	

FEDERAL AND STATE FEES PAID BY COUNTY CLERK:

To State:		
For Law & Chancery Cases Entered		6,686.00
For Concealed Weapons Licenses Issued		487.00
To U. S. Immigration & Naturalization Service:		
For Naturalization Petitions and Declaration of Intention		140.00
TOTAL FEDERAL AND STATE FEES PAID BY OFFICE OF THE COUNTY CLERK		<u>7,313.00</u>

COUNTY CLERK'S TRUST FUND:

A fund set up by the County Clerk for the purpose of receiving and disbursing Circuit Court Garnishment Disclosures, Cash Bonds and Bailments. Court Costs and Bonds on appeal from lower courts are also deposited with the pending disposition by order of court.

Number of checks drawn from Trust Fund	149
Number of deposits made to Trust Fund	13
Balance January 1, 1963	\$15,614.89
Amount Received during 1963	24,962.89
Amount Disbursed during 1963	22,730.05
Balance December 31, 1963	17,847.45

COURT RECORDS SECTION:

All Court records, papers, books, used in recording documents and seals are filed and deposited in the County Clerk's Office. The Clerk accepts the attorney's file, the legal papers for starting, continuing and dismissing actions of the court in the County Clerk's Office. All entries of court proceedings are entered in the calendars and journals, separately, of law, chancery, and criminal actions.

There is much clerical work involved in processing legal papers. When a case is started in Circuit Court, the Attorney files the necessary papers; when a fee is charged, the clerk has to write an official receipt for the amount of the fee paid. During the routine work of the day, all papers are then sorted, calendared, and an index card is made up for each new case, and a folder is set up and the information of the case is therein noted. Then follows the procedure of properly filing each case in the filing cabinets. As the case progresses in court, additional papers are presented by the attorneys; they are entered, calendared, and filed by the clerk.

COURT RECORDS:

Number of C Cases filed	480
Number of D Cases filed	660
Number of Criminal Cases filed	469
Number of Judgements granted	138
Number of Decrees granted	325
Number of Jury Fees filed	75
Number of Stenographer Fees filed	45
Number of Certified Copies of Legal Papers issued	142
Number of Appeals filed	69
Number of Bonds forfeited	1

VITAL STATISTIC SECTION:

The processing of vital statistic records includes servicing the public at the counter and by telephone; clearing papers by completing information required and certifying by affixing signature of clerk, notarizing of papers, recording of papers in journals and indexing same and then filing of papers in proper document files and cabinets. All of the functions performed in processing of vital statistic records are directed by statutory provisions. The laws definitely set forth the requirements for the handling of all vital statistic records.

VITAL STATISTICS RECORDS :

Number

Births recorded	3316
Still Births recorded	65
Deaths recorded	1192
Marriage Applications filed	1325
Marriage Licenses issued	1325
Certified copies of Birth Certificates issued	1751
Birth Transcripts issued	2201
Certified copiss of Death Certificates issued	462
Certified copies of Marriage Certificates issued	142
Military Discharges recorded	368
Certified copies of Discharges issued	787
Miscellaneous records filed	114
Notary Commissions issued	349
Notarial Certificates issued	155
Doctors and Nurses Registered	9
Registrations of Out of State and Delayed Births	23
Liquor Identification Cards issued	731
Concealed Weapons Licenses issued	487
Assumed Names filed	235
Certificates of Co-Partnership filed	106
Articles of Incorporation filed	278
Corporation Annual Reports filed	956
Passport Applications processed	347
Tax Notices filed	57
Translation of Foreign Documents	4
Voting Machines set up (Other than County Elections)	1
Petitions for Naturalization filed	27
Declaration of Intention filed	2

EXECUTIVE - ADMINISTRATIVE SECTION:

The detailed operation of all clerks employed in the County Clerk's Office are governed according to statutes.

It is the County Clerk's personal responsibility to have his clerks well informed about matters that concern their particular function. Through periodical conferences with the clerks, affairs pertaining to the administration of the office are discussed and formulated. It is at these conferences and by individual meetings that the County Clerk imparts information that is currently needed for the administration of their work.

Many hours of reading, research and planning are occupied by the County Clerk personally to keep abreast of the times, events and the needs of his office. The duties of the Clerk are purely administrative and supervisory, and public relations. Guided by statutory provisions, the policies of the County Clerk's Office must be determined by the County Clerk himself. There are very definite policy-forming responsibilities assumed by the County Clerk in his relationship with the general public. This is concluded by the actions and directives given to him by the Board of Supervisors and the standing committees of the Board.

EXECUTIVE AND ADMINISTRATIVE RECORDS:	Number
Subdivision Plats processed	10
Veterans Pedlers Licenses issued	23
Power of Attorney filed	7
Oaths of Office administered and filed	51
Pieces of out-going mail franked and deposited	105,290
Board of Supervisors meetings recorded	14
Standing Committee meetings recorded	209
City and Township Tax Rolls audited	23
Tax Commission meetings recorded	9
School District budgets processed	27
Township budgets processed	17
General Primary and Special Elections for which official ballots were prepared	2
Meetings of County Election Commission	2
Meetings of County Board of Canvassers	9
Election Schools of Instruction conducted	5
Election Recounts conducted	1

COUNTY TAX EQUALIZATION:

The assessment of real estate is a provision set up by statutes wherein real estate is taxed on its capital. The end aim of real estate assessment is to secure such a valuation of every parcel that the tax imposed upon it shall bear a proper relation in proportion to its value to the tax imposed on every other parcel within the tax district. (Statute 211.39, C. L. 1948).

The revenues obtained from taxation enables all local political units to acquire funds necessary to operate their government.

Tabular statements and data is provided by each Supervisor and/or Assessor, and from this source the Equalization Committee of the County Board of Supervisors prepares an equalization report which determines the equalization of assessments. Upon this report are the figures showing the aggregate valuation of the taxable real and personal property of each township and city in the county as determined by them. The report as prepared by the committee is presented to the Board of Supervisors when it convenes in June to equalize the assessment rolls. After the Board has adopted the equalization report, the County Clerk's Office prepares and submits a copy of said report to the State Tax Commission. The assessment rolls are next delivered to the Clerk's office by the Supervisor or Assessor and the Clerk enters the amounts in the warrant and certificate for each local unit, showing a true statement of the amount of taxes to be raised. A certificate as to Equalization by the County to the assessing officer is signed by the Chairman and Clerk of the Board of Supervisors. The rolls are then delivered to the Supervisor of the local unit by the Clerk.

MUSKEGON COUNTY EQUALIZED VALUES - 1963

TOWNSHIPS	1963 ASSESSED VALUATION	% UNIT RATIO	S. T. C. 100% EQUALIZED VALUATION	1963 STATE TAX COMMISSION	1963 BOARD OF SUPERVISORS	VALUATION AS EQUALIZED
Blue Lake	872,800	54.12	1,612,800	.33788	.33878	1,608,489
Casnovia	2,242,415	46.93	4,778,268	1.00105	.93069	4,765,531
Cedar Creek	900,862	46.34	1,944,196	.40731	.40840	1,939,013
Dalton	3,528,140	44.21	7,980,117	1.67183	1.67631	7,958,802
Egelston	2,936,700	40.49	7,253,350	1.51958	1.52364	7,234,011
Fruitland	3,262,570	41.95	7,777,795	1.62945	1.63381	7,757,051
Fruitport	8,829,900	55.79	15,828,125	3.31599	3.12063	15,785,880
Holton	1,117,225	45.68	2,445,521	.51234	.51371	2,439,011
Laketon	6,798,000	62.64	10,852,443	2.27359	2.27967	10,823,500
Montague	6,753,880	60.35	11,190,543	2.34442	2.35069	11,160,689
Moorland	1,090,575	43.50	2,506,998	.52522	.53021	2,500,327
Muskegon	53,789,517	60.41	89,039,358	18.65374	18.70365	88,801,745
Norton	26,126,375	54.48	47,953,451	10.04625	10.07313	47,825,505
Ravenna	2,683,170	50.73	5,289,227	1.10809	1.11720	5,275,099
Sullivan	1,332,210	48.76	2,732,058	.57237	.57390	2,724,786
Whitehall	341,400	34.68	984,309	.20621	.20676	981,670
White River	4,530,265	56.14	8,068,915	1.69044	1.69496	8,047,395
TOTAL TOWNSHIPS.	\$127,136,004	55.70	\$228,237,474	47.81576	47.67614	227,628,504
CITIES						
Montague	3,858,200	61.80	6,243,324	1.30798	1.31147	6,226,682
Muskegon	122,880,340	76.06	161,550,170	33.84476	33.93531	161,119,097
Muskegon Hgts.	34,228,525	74.75	45,792,127	9.59345	9.61912	45,669,935
North Muskegon	11,472,700	73.44	15,622,197	3.27285	3.28161	15,580,510
Roosevelt Park	7,304,400	63.17	11,562,809	2.42241	2.42889	11,531,963
Whitehall	5,293,200	63.63	8,318,832	1.74279	1.74746	8,296,609
TOTAL CITIES	\$185,037,365	74.34	\$249,089,459	52.18424	52.32386	248,424,796
TOTAL COUNTY	\$312,173,369	65.40	\$477,326,933	100.00000	100.00000	476,053,300

Presented to Board of Supervisors at a Special meeting held August 19, 1963 at hearing an appeal conducted by Mr. Eckhardt - State Tax Commission.

COUNTY TAX ALLOCATION:

Each year, the County Tax Allocation Board meets on the second Monday in April (Statute 211.208, C. L. 1948) for the purpose of examining the itemized statements of the proposed expenditures and estimated revenues covering all the departments and activities of each political unit, for the purpose of approving a tax rate for each local unit. (Statute 211.211, C. L. 1948)

The County Tax Allocation Board shall make a preliminary order approving a maximum tax rate for the purpose of each local unit and shall give written notice of such order to each local unit. These orders are prepared by the County Clerk's Office. After conducting hearings with representatives of the local unit, the Board prepares a final order approving a maximum tax rate for the purposes of such local unit and shall give written notice of such order to such local units. The processing of the order for the County Tax Allocation Board is all Carried out by the County Clerk's Office.

Permanent Tax Rate Established for the year 1963

COUNTY OF MUSKEGON:		5.315 mills	
INTERMEDIATE SCHOOL DISTRICT:		.135	
3 MAJOR SCHOOL DISTRICTS:			
Muskegon City		9.55 mills	
Muskegon Heights City		9.55	
North Muskegon City		9.55	
17 TOWNSHIPS:			
Blue Lake	1.0 mills	Montague	1.0
Casnovia	1.0	Moorland	1.0
Cedar Creek	1.0	Muskegon	1.65
Dalton	1.0	Norton	1.0
Egelston	1.0	Ravenna	0.7
Fruitland	1.0	Sullivan	0.0
Fruitport	0.9	Whitehall	0.0
Holton	1.0	White River	1.0
Laketon	1.0		

19 FOURTH CLASS SCHOOL DISTRICTS:

Beach	8.65 mills
Bunce	8.55
Carr	8.55
Fruitport	8.65
Henry Street - Glenside	7.9
Holton	8.55
Jibson	8.55
Jolman	7.9
Laketon	7.9
Little Black Lake	8.55
Mona Shores	8.55
Montague	8.55
Orchard View	7.9
Phillips	7.9
Ravenna	8.55
Reeths - Puffer	7.9
Twin Lake	8.55
Whitehall	8.55
Wolf Lake	8.55

10 PRIMARY SCHOOL DISTRICTS:

Casnovia No. 3	Bailey	8.55 mills
Casnovia No. 5	Popular Valley	8.55
Casnovia No. 7	Half Moon Lake	8.55
Cedar Creek No. 5-F	Maple Island	8.55
Egelston No. 2	Bates	8.55
Fruitland No. 1-F	Duck Creek	8.55
Holton No. 3-F	Brunswick	0.0
Sullivan No. 2	Updyke	9.55
Sullivan No. 4-F	Cooper	8.65
White River No. 1	Mouth	8.55

COUNTY TAX APPORTIONMENT:

Just prior to the October session of the Board of Supervisors in each year, the State Tax Commission makes out and transmits to the Clerk of each county, a statement of the amount of such taxes so apportioned to such county. Then at its session in October, the Board of Supervisors shall ascertain and determine the amount of money to be raised for county purposes, and shall apportion such amount, and also the amount of the State Tax and indebtedness of the County to the state among the several townships of the County, in proportion to the valuation of the taxable property therein, real and personal. (Statute 211.37, C. L. 1948). It is the duty of the Clerk of the Board of Supervisors, which is the County Clerk, shall, immediately after said apportionment, make out two certificates showing the amounts apportioned to each township for State, County, and the various Township purposes, each tax being kept distinct, one of which shall be delivered to the County Treasurer, and the other to the Supervisor of the proper township. (Statute 211.38, C. L. 1948)

RECAPITULATION

TOWNSHIPS	COUNTY TAXES	CITY & TWP. TAXES	SCHOOL TAXES	TOTAL TAXES
Blue Lake	13,760.05	6,808.96	34,791.25	55,360.26
Casnovia	40,678.45	4,765.53	72,631.27	118,075.25
Cedar Creek	16,589.10	1,939.01	44,898.65	63,426.76
Dalton	68,052.13	13,263.42	163,471.88	244,787.43
Egelston	61,853.44	15,812.51	200,457.26	278,123.21
Fruitland	66,322.80	7,757.05	162,671.85	236,751.70
Fruitport	134,972.28	35,722.10	413,796.21	584,490.59
Holton	20,925.29	2,439.01	49,887.73	73,252.03
Laketon	92,544.46	10,823.50	226,211.15	329,579.11
Montague	95,423.88	11,160.69	212,722.74	319,307.31
Moorland	24,416.18	5,000.66	63,375.90	92,792.74
Muskegon	767,212.90	190,923.75	1,457,585.44	2,415,722.09
Norton	408,950.77	127,502.16	1,129,545.76	1,665,998.69
Ravenna	45,112.11	3,692.57	126,716.27	175,520.95
Sullivan	23,299.01	794.28	68,363.47	92,956.76
Whitehall	8,393.29	--	20,633.83	29,027.12
White River	68,805.24	8,047.40	80,562.95	157,415.59
TOWNSHIP TOTALS	1,957,311.38	446,452.60	4,528,823.61	6,932,212.59
CITIES				
Montague	53,238.12	61,731.20	118,680.56	233,649.88
Muskegon	1,378,070.45	2,028,983.00	2,386,908.86	5,793,962.31
Muskegon Heights	390,477.94	581,467.47	596,487.98	1,568,433.39
North Muskegon	133,213.37	143,963.91	265,647.70	542,824.98
Roosevelt Park	98,598.28	59,170.50	276,767.11	434,535.89
Whitehall	70,936.01	96,987.36	174,643.63	342,567.00
CITY TOTALS	2,124,534.17	2,972,303.44	3,819,135.84	8,915,973.45
County of Muskegon	1,935.44	--	--	1,935.44
GRAND TOTAL	4,083,780.99	3,418,756.04	8,347,959.45	15,850,496.48

1963 COUNTY TAXES

UNIT	EQUALIZED	OPERATION 5.315	BUILDINGS .70	SPECIAL EDUCATION .50	AIRPORT 1.00
Blue Lake	1,608,489	8,549.12	1,125.94	804.24	1,608.49
Casnovia	4,765,531	25,328.80	3,335.87	2,382.77	4,765.53
Cedar Creek	1,939,013	10,305.85	1,357.31	969.51	1,939.01
Dalton	7,958,802	42,301.03	5,571.16	3,979.40	7,958.80
Egelston	7,234,011	38,448.77	5,063.81	3,617.01	7,234.01
Fruitland	7,757,051	41,228.73	5,429.94	3,878.53	7,757.05
Fruitport	15,785,880	83,901.95	11,050.12	7,892.94	15,785.88
Holton	2,439,011	12,963.34	1,707.31	1,219.51	2,439.01
Laketon	10,823,500	57,526.90	7,576.45	5,411.75	10,823.50
Montague	11,160,689	59,319.06	7,812.48	5,580.34	11,160.69
Moorland	2,500,327	13,289.24	1,750.23	1,250.16	2,500.33
Muskegon	88,801,745	471,981.27	62,161.22	44,400.87	88,801.75
Norton	47,825,505	254,192.56	33,477.85	23,912.75	47,825.51
Ravenna	5,275,099	28,037.15	3,692.57	2,637.55	5,275.10
Sullivan	2,724,786	14,482.24	1,907.35	1,362.39	2,724.79
Whitehall	981,670	5,217.58	687.17	490.84	981.67
White River	8,047,395	42,771.90	5,633.18	4,023.70	8,047.40
TOTAL TWPS.	227,628,504	1,209,845.49	159,339.96	113,814.26	227,628.52
Montague	6,226,682	33,094.81	4,358.68	3,113.34	6,226.68
Muskegon	161,119,097	856,348.00	112,783.37	80,559.55	161,119.10
Muskegon Heights	45,669,935	242,735.70	31,968.95	22,834.97	45,669.94
North Muskegon	15,580,510	82,810.41	10,906.36	7,790.26	15,580.51
Roosevelt Park	11,531,963	61,292.38	8,072.37	5,765.98	11,531.96
Whitehall	8,296,609	44,096.48	5,807.63	4,148.30	8,296.61
TOTAL CITIES	248,424,796	1,320,377.78	173,897.36	124,212.40	248,424.80
GRAND TOTAL	476,053,300	2,530,223.27	333,237.32	238,026.66	476,053.32
MULTIPLIED OUT		2,530,223.29	333,237.31	238,026.65	476,053.30

Continued on next page

Continued from preceding page:

UNIT	COLLEGE	INTERMEDIATE SCHOOL	REJECTED TAXES	DRAIN AT LARGE	SPECIAL DRAINS	TOTALS
	.90	--	--	--	--	
Blue Lake	1,447.64	217.15	7.47	--	--	13,760.05
Casnovia	4,288.98	545.24	--	--	31.26	40,678.45
Cedar Creek	1,745.11	261.76	10.55	--	--	16,589.10
Dalton	7,162.92	1,074.44	4.38	--	--	68,052.13
Egelston	6,510.61	976.59	2.64	--	--	61,853.44
Fruitland	6,981.35	1,047.20	--	--	--	66,322.80
Fruitport	14,207.29	2,131.09	3.01	--	--	134,972.28
Holton	2,195.11	353.35	47.66	--	--	20,925.29
Laketon	9,741.15	1,461.17	3.54	--	--	92,544.46
Montague	10,044.62	1,506.69	--	--	--	95,423.88
Moorland	2,250.29	1,339.14	--	538.20	2,498.59	24,416.18
Muskegon	79,921.57	11,988.24	15.22	7,942.76	--	767,212.90
Norton	43,042.95	6,456.44	42.71	--	--	408,950.77
Ravenna	4,747.59	722.15	--	--	--	45,112.11
Sullivan	2,452.31	369.93	--	--	--	23,299.01
Whitehall	883.50	132.53	--	--	--	8,393.29
White River	7,242.66	1,086.40	--	--	--	68,805.24
TOTAL TWPS.	204,865.65	30,669.51	137.18	8,480.96	2,529.85	1,957,311.38
Montague	5,604.01	840.60	--	--	--	53,238.12
Muskegon	145,007.19	21,751.08	23.28	478.88	--	1,378,070.45
Muskegon Heights	41,102.94	6,165.44	--	--	--	390,477.94
North Muskegon	14,022.46	2,103.37	--	--	--	133,213.37
Roosevelt Park	10,378.77	1,556.82	--	--	--	98,598.28
Whitehall	7,466.95	1,120.04	--	--	--	70,936.01
TOTAL CITIES	223,582.32	33,537.35	23.28	478.88	--	2,124,534.17
COUNTY @ LARGE				1,935.44	--	1,935.44
GRAND TOTAL	428,447.97	64,206.86	160.46	10,895.28	2,529.85	4,083,780.99
MULTIPLIED OUT	428,447.97					

1963 CITY & TOWNSHIP TAXES

UNIT	OPERATION	DEBT.	STREET LIGHTS	FIRE DEPT.	MISC.	TOTALS
TOWNSHIPS						
Blue Lake	1,608.49	--	375.00	4,825.47	--	6,808.96
Casnovia	4,765.53	--	--	--	--	4,765.53
Cedar Creek	1,939.01	--	--	--	--	1,939.01
Dalton	7,958.80	--	1,776.48	3,528.14	--	13,263.42
Egelston	7,234.01	--	--	8,578.50	--	15,812.51
Fruitland	7,757.05	--	--	--	--	7,757.05
Fruitport	14,207.29	--	9,662.06	--	11,852.75	35,722.10
Holton	2,439.01	--	--	--	--	2,439.01
Laketon	10,823.50	--	--	--	--	10,823.50
Montague	11,160.69	--	--	--	--	11,160.69
Moorland	2,500.33	--	--	2,500.33	--	5,000.66
Muskegon	146,522.88	--	44,400.87	--	--	190,923.75
Norton	47,825.51	--	42,193.74	--	37,482.91	127,502.16
Ravenna	3,692.57	--	--	--	--	3,692.57
Sullivan	--	--	794.28	--	--	794.28
Whitehall	--	--	--	--	--	--
White River	8,047.40	--	--	--	--	8,047.40
TOWNSHIP TOTALS	278,482.07	--	99,202.43	19,432.44	49,335.66	446,452.60
CITIES						
Montague	61,731.20	--	--	--	--	61,731.20
Muskegon	1,611,191.00	172,032.00	--	--	245,760.00	2,028,983.00
Muskegon Heights	456,699.35	33,428.25	--	--	91,339.87	581,467.47
North Muskegon	106,972.93	--	--	--	35,990.98	143,963.91
Roosevelt Park	59,170.50	--	--	--	--	59,170.50
Whitehall	75,416.18	--	--	--	21,571.18	96,987.36
CITY TOTALS	2,372,181.16	205,460.25	--	--	394,662.03	2,972,303.04
GRAND TOTAL	2,650,663.23	205,460.25	99,202.43	19,432.44	443,997.69	3,418,755.64

1963 SCHOOL TAXES

UNIT	OPERATING	EXTRA OPERATION	BUILDING & SITE	DEBT	TOTALS
Blue Lake	13,398.86	8,363.37	--	13,029.02	34,791.25
Casnovia	39,560.34	18,885.75	--	14,185.18	72,631.27
Cedar Creek	15,682.89	15,834.62	--	13,381.14	44,898.65
Dalton	65,397.67	54,347.42	3,136.32	40,590.47	163,471.88
Egelston	61,773.98	46,456.85	92,226.43	--	200,457.26
Fruitland	66,001.49	28,686.04	--	67,984.32	162,671.85
Fruitport	134,874.29	84,140.51	813.62	193,967.79	413,796.21
Holton	18,040.78	16,339.52	--	15,507.43	49,887.73
Laketon	85,505.65	86,588.00	--	54,117.50	226,211.15
Montague	95,423.89	33,482.07	--	83,816.78	212,722.74
Moorland	21,295.41	23,940.61	--	18,139.88	63,375.90
Muskegon	701,533.78	456,303.84	41,956.29	257,791.53	1,457,585.44
Norton	406,783.53	300,027.15	129,013.47	293,721.61	1,129,545.76
Ravenna	44,985.88	46,074.03	--	35,656.36	126,716.27
Sullivan	23,624.14	22,526.15	--	22,713.18	68,863.47
Whitehall	8,393.28	3,911.44	--	8,329.11	20,633.83
White River	68,805.23	3,356.15	--	8,401.57	80,562.95
TOWNSHIP TOTALS	1,871,081.09	1,249,263.52	267,146.13	1,141,332.87	4,528,823.61
Montague	53,238.13	18,680.05	--	46,762.38	118,680.56
Muskegon	1,535,015.83	494,784.13	158,893.91	198,214.99	2,386,908.86
Muskegon Heights	436,102.65	159,957.86	135.70	291.77	596,487.98
North Muskegon	148,793.87	62,322.04	--	54,531.79	265,647.70
Roosevelt Park	98,598.28	69,191.78	34,595.89	74,381.16	276,767.11
Whitehall	70,936.01	33,186.44	--	70,521.18	174,643.63
CITY TOTALS	2,342,684.77	838,122.30	193,625.50	444,703.27	3,819,135.84
GRAND TOTALS	4,213,765.86	2,087,385.82	460,771.63	1,586,036.14	8,347,959.45

Annual Report Of County Drain Commissioner

September 30, 1963

Financial Statement Of Revolving Drain Funds

Financial Statement Of Individual Drain Funds

Annual Report Of County Drain Commissioner

September 30, 1963

Financial Statement Of Individual Drain Funds

Name of Drain	Debits	Credits
Anderson Drain		11.02
August Anderson		11.53
Artoberg		2.04
Barnes		17.58
Bartholmew		3.34
Becker		57.09
Bell		134.15
Benson		926.65
Brandstrom Lars		4.73
Bridgeton & Cedar Creek		1.41
Bussing		.35
Carlson	132.65	
Crockery Creek		167.18
Canada		60.86
Casnovia Tyrone		11.87
Dirkes Branches No. 1 & No. 2		261.21
Dobc		732.03
Dolc		166.13
Dolph		.81
Dry		188.37

Name of Drain	Debits	Credits
Radio		\$ 1.65
Farkas		97.30
Folsom		4.66
Four Mile Creek		112.53
Fred Dow		115.88
Fruitland No. 1		2,365.69
Greiner		59.13
Henry St. No. 61 Const.		11,436.31
Henry St. No. 61 Redemption		8,082.14
Hanson		51.50
Holland		60.93
Humphrey		4.86
O. Johnson		81.97
Kent		141.15
Kent-Muskogon Inter-County		64.90
Kinne		183.71
Klover		81.97
Knudson		.94
Kuis		43.50
Lawrence		80.52
Little Black Lake		296.51
Lewis		193.41
Markle		6.28
Martin		134.03

Name of Drain	Debits	Credits
Mathews		\$ 30.62
Montague		353.99
Muskogon-Newaygo Inter-County		86.96
Mc Sorley		258.94
Morris Creek		4.95
Orchard Grove	2,114.56	
Parents		4.15
Partridge		8.71
Peters		.06
Pett		.58
Porter	97.69	
Ribe		3.25
Robinson		285.07
Roosevelt Park		16.97
Rozaboom		31.23
Ruddiman Valley No. 3		801.46
Ruddiman Valley No. 3 Redemption		2,070.39
Rudd-Creek Clean Out		2,152.97
Rudd-Creek No. 51 Const.		5,385.68
Rudd-Creek No. 51 Redemption		36,871.73
Tony Ruper		13.07
Scott Waters		1,350.06
Seider		34.90
Slater	115.79	

Name of Drain	Debits	Credits
Smith-Mulder		\$ 800.94
Stafford		1.77
Stewart		281.67
Taylor		1.80
Clyde Thompson		11.97
Truman		82.07
Turtle	.65	
Tupper		149.91
Welsie		1.43
Witham		.78
Wells		374.70
Woolcy Marsh		18.04
Washburn		428.97

Annual Report Of County Drain Commissioner

Financial Statement Of Revolving Drain Funds

erial survey Account	\$,600.00
Anderson Revolving Drain	17.75
Aue Revolving Drain	430.00
Bailey Revolving Drain	1,375.49
Big & Outlet	629.26
Carlson	481.56
Chaddock	167.25
Dalton No. 1	448.00
Dobe	699.96
Ellis	700.35
Fairfield	2,779.24
Fred Dow	905.35
Fruitland No. 1	2,502.49
Glenside No. 2	83.83
Gomery	150.00
Hall & Hogan & Garvey	1,861.14
Holland	2,350.80
Kuis	950.00
Lau	13.43
Marion	220.00
Muskogon-Nowaygo	3,895.21
Orchard Grove	4,112.05
Peterson & Ahlert	102.59
Paulson	362.62

Paulson	\$ 362.62
Round Marsh	11,765.90
Rozeboom	496.86
Ruddiman Valley Dr. No. 3	6,601.93
Saxe	246.00
Simonelli	249.94
Tidiouto	162.00

EQUALIZATION BUREAU

1963 ANNUAL REPORT

Since the organization on July 1, 1962, the prime area of effort for the department has been the county wide appraisal project. The project will continue to be of major concern to the department, both in quality and adherence to the contract, until the completion date of February 15, 1966.

At the beginning of 1963, E.T. Wilkins and Associates, original contractor for the project, was declared in default by the Board of Supervisors. A claim was filed, against the bonding company holding the performance and material and labor payment bonds, for the \$100,000 paid E.T. Wilkins and Associates by the County, and for additional damages.

New bids were requested for completion of the appraisal project. The contract was awarded in June, 1963, to the H.L. Yoh Company for \$271,000. The new contract cost is \$25,250 above the original cost. Therefore, the Bonding Company reimbursed the County in the sum of \$127,000. This included the \$25,250 additional cost of the new appraisal, and a small sum for miscellaneous losses. The H.L. Yoh Company commenced work in July, 1963. By December 31, they had completed twelve per cent of the new contract.

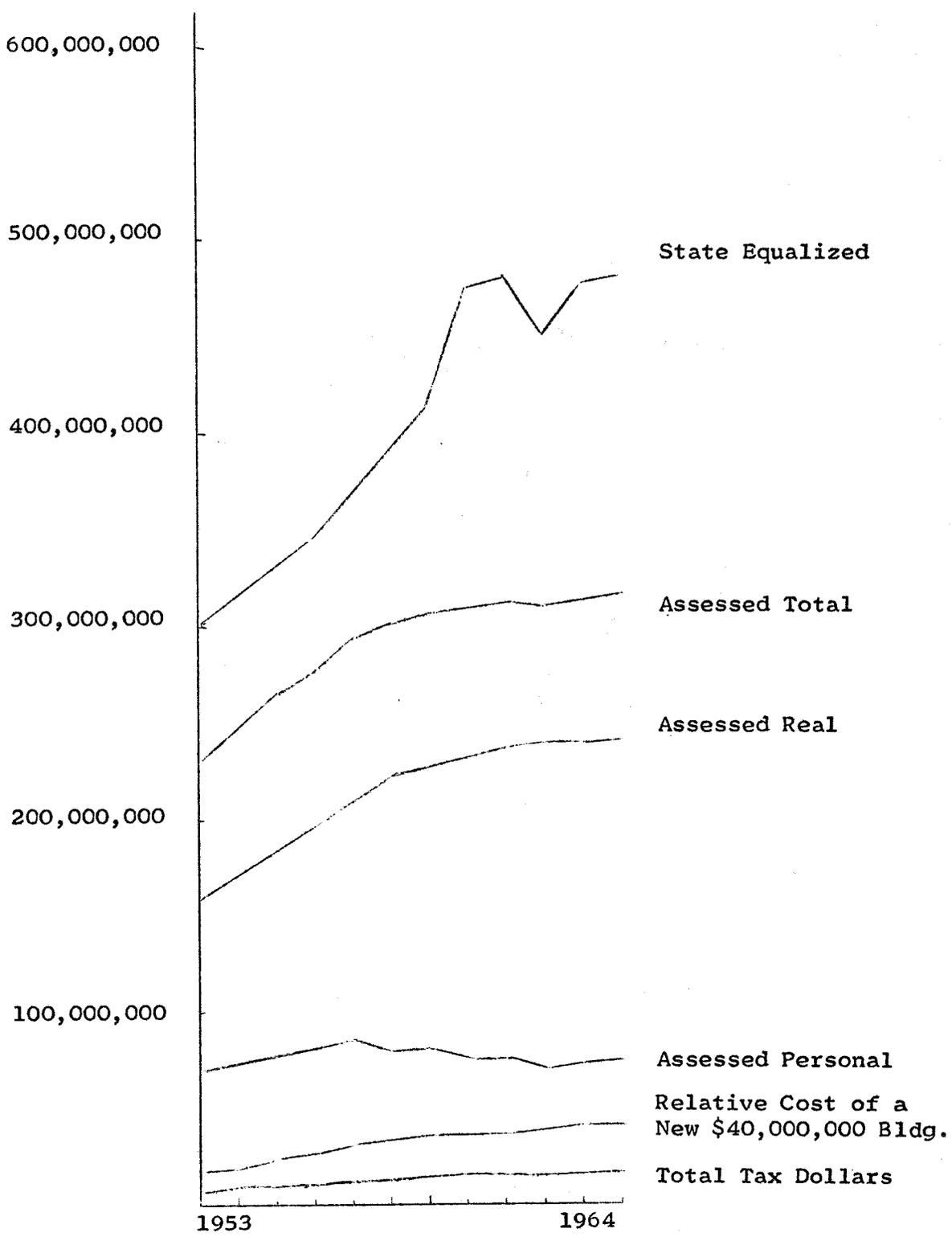
As a part of its basic information library, the department has accumulated information regarding some 18,000 transfers of property. All usable transfers, recorded in the Register of Deeds office, are noted daily and filed by governmental unit and description. Besides providing a history of sales in any given locale, the information will be used in the preparation of sales ratio studies for use in the county equalization process. In the coming year, a verification procedure will be initiated for all potentially good sales to insure the greatest possible accuracy. The sales information will also be utilized to verify the accuracy of the appraisal project.

A card system has been established for the recording and analysis of all potential personal property in the County. As a base, all usable information has been taken from the telephone book, corporation returns, assumed name records, personal property returns, assessment rolls and miscellaneous sources. The information is assembled daily and filed by governmental unit, street and number. A final field correlation will be added in the coming year. Verification is impossible at this time because of the lack of personnel. The information will be used for future county equalization analysis, and for insuring the completion of the personal property portion of the appraisal project.

Under development is a land value system for the 70,000 parcels of land in the County. Although tentative at this time, it will be operable by the summer of 1964. At that time, it will be available to all Assessing Officers and will be utilized in analyzing property values for equalization studies. The system will be under daily verification, and modification if necessary. The department land values will also provide an excellent check on the work produced by the H.L. Yoh Company.

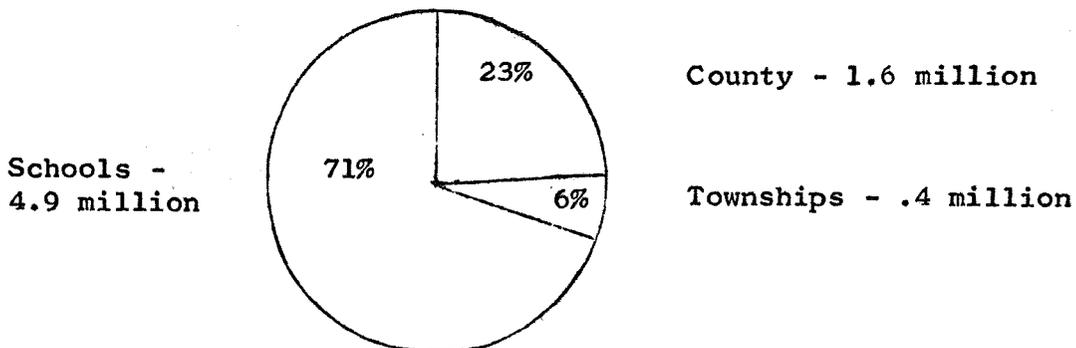
Under way, is the compilation of a library of tax laws, appraisal techniques, cost schedules and other miscellaneous information necessary to professional assessment practices. A file of proposed and/or pending legislation regarding the ad valorem tax is maintained by the department on a daily basis. The information, as accumulated, is readily available to all Assessing Officers.

ELEVEN YEAR HISTORY OF ASSESSMENT AND EQUALIZATION TOTALS

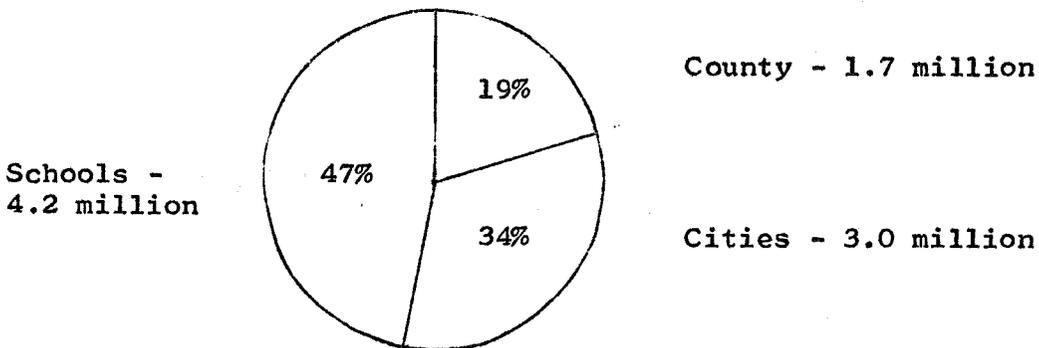


DISTRIBUTION OF 1963 TAXES BY TOTAL GOVERNMENTAL DISTRICTS

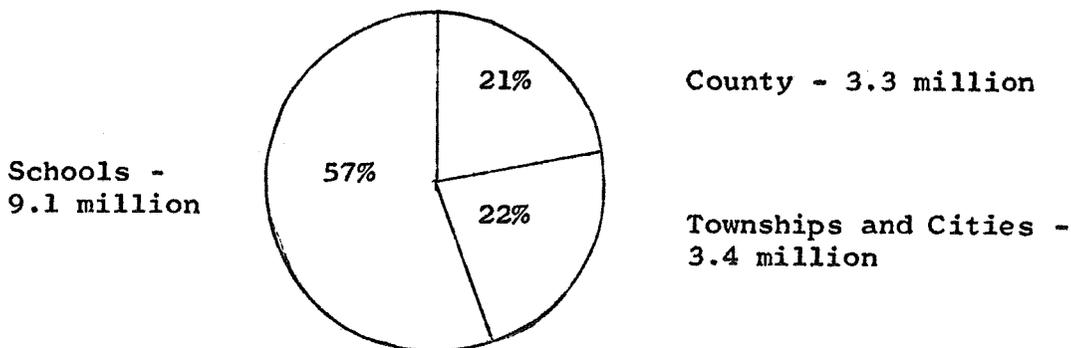
Average distribution in township districts
 Total 1963 taxes - 6.9 million



Average distribution in city districts
 Total 1963 taxes - 8.9 million



Average distribution throughout the County
 Total 1963 taxes - 15.8 million



Muskegon County Board of Supervisors
County Building
Muskegon, Michigan

Gentlemen:

Submitted herewith is a comparative report of the monetary transactions in the Office of the Friend of the Court for the year 1963 and 1962. This comparison shows the total collections by this office in 1963 were increased nearly 15% over the preceding year. The total amount collected was \$1,325,928, for an over-all increase of \$172,646.

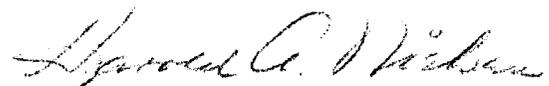
In all areas of collection, there showed substantial increases, as can be seen on the following charts. One phase of collections is worthy of special notice; ie. Handling Fees.

Provision is made under Michigan Statutes for an annual \$10.00 fee, payable to the County, by each person who pays support or alimony through an order in a Judgment of Divorce. The enforcement of this collection has, over the years, proven to be an extremely difficult matter. Therefore, beginning January 2, 1963, a local Court rule became effective. The Honorable Henry L. Beers and the Honorable John H. Piercey jointly adopted a local Court rule which directed that the Friend of the Court deduct the handling fee from the first payment of support made in each calendar year. By adopting this new Court rule, the Friend of the Court was able to increase the payment to the County from \$6,548 in 1962 to \$14,321 in 1963. This represents an increase of \$7,773.

In conclusion, the entire staff in the office of the Friend of the Court is looking forward to 1964 with expectations of improving the services and increasing the collections. New methods and techniques are being put into practice which will permit closer contact with each case and provide for earlier detection of arrearages.

Both judges join me in expressing our appreciation for the cooperation extended by each of you.

Very truly yours,



HAROLD A. NIELSEN,
Friend of the Court

F R I E N D O F C O U R T

Comparative Statement of Receipts
1962 - 1963

Classification	1962						Six Mo. Total
	July	Aug.	Sept.	Oct.	Nov.	Dec.	
Support	\$ 95,715.	\$ 98,710.	\$ 91,327.	\$ 103,472.	\$ 97,847.	\$ 90,678.	\$ 577,749.
Handling Fees	374.	1,116.	1,948.	935.	738.	316.	6,548.
Attorneys	1,333.	1,565.	1,117.	1,219.	1,195.	1,244.	6,673.
Medical	844.	454.	541.	643.	719.	594.	3,795.
Totals	\$ 98,266.	\$ 101,845.	\$ 94,933.	\$ 106,262.	\$ 100,499.	\$ 92,832.	\$ 1,153,282.
Classification	1963						Six Mo. Total
	July	Aug.	Sept.	Oct.	Nov.	Dec.	
Support	\$ 108,616.	\$ 107,114.	\$ 107,817.	\$ 118,170.	\$ 117,384.	\$ 118,184.	\$ 1,278,661.
Handling Fees	286.	209.	226.	52.	104.	251.	14,321.
Attorneys	1,290.	1,516.	1,290.	572.	1,415.	1,446.	16,891.
Medical	1,431.	4,335.	1,368.	1,635.	811.	723.	16,055.
Totals	\$ 111,623.	\$ 113,174.	\$ 110,701.	\$ 120,429.	\$ 119,714.	\$ 120,604.	\$ 1,325,928.
\$ Inc. over % prev. year	\$ 13,357. 11.97%	\$ 12,329. 10.89%	\$ 15,768. 16.61%	\$ 14,160. 13.32%	\$ 19,215. 19.12%	\$ 27,772. 29.92%	\$ 172,646. 14.97%

COUNTY OF MUSKEGON
STATEMENT OF EXPENDITURES
YEAR 1963

	ADJUSTED BUDGET	ACTUAL EXPENDED	BALANCE
ADDRESSOGRAPH	14,960.00	11,973.23	2,986.77
AGRICULTURE	15,885.00	15,806.14	78.86
AMBULANCE SERVICE	500.00	168.00	332.00
ANIMAL SHELTER	19,530.00	19,378.24	151.76
BOARD OF SUPERVISORS	32,400.00	33,893.60	(1,493.60)
BURIAL OF WAR VETERANS	29,000.00	27,600.00	1,400.00
CENTRAL STORES	778.00	4,353.72	(3,575.72)
CIRCUIT COURT	57,900.00	63,161.34	(5,261.34)
CIVIL DEFENSE	27.00	-0-	27.00
CONTAGIOUS DISEASE	10,000.00	9,472.97	527.03
CONTROLLER	34,172.00	32,286.16	1,885.84
CORONER	5,000.00	5,890.00	(890.00)
COUNTY CLERK	48,114.00	49,056.18	(942.18)
COUNTY BUILDING & GROUNDS	162,850.00	137,496.89	25,353.11
DRAIN COMMISSION	10,800.00	4,072.27	6,727.73
DUES & CONTRIBUTIONS	25,920.00	26,050.00	(130.00)
ELECTIONS	8,000.00	6,712.76	1,287.24
EQUALIZATION	10,700.00	10,485.19	214.81
FRIEND OF COURT	59,932.00	58,729.16	1,202.84
INSURANCE	25,000.00	17,254.20	7,745.80
JUSTICE COURTS	38,700.00	35,994.84	2,705.16
MISCELLANEOUS	16,973.67	15,729.67	1,244.00
PROBATE	108,650.00	100,535.90	8,114.10
PROSECUTOR	50,586.00	56,033.82	(5,447.82)

REGISTER OF DEEDS	\$ 34,165.00	\$ 34,366.23	(201.23)
SHERIFF	261,910.00	254,194.62	7,715.38
SOLDIERS RELIEF	2,800.00	850.00	1,950.00
STATE INSTITUTIONS	85,000.00	93,809.34	(8,809.34)
TAX ALLOCATION	1,500.00	1,326.00	174.00
TREASURER	59,333.00	59,569.60	(236.60)
EQUIPMENT POOL	7,825.00	7,560.74	264.26
POWERS ESTATE	-0-	2,781.10	(2,781.10)
	<u>\$1,238,910.67</u>	<u>\$1,196,591.91</u>	<u>\$42,318.76</u>

TRANSFERS

AIRPORT	17,150.00	17,150.00	
BOARD OF EDUCATION	50,000.00	50,000.00	
CHILD CARE	141,910.00	141,910.00	
EMPLOYEES RET. & S.S.	50,000.00	50,000.00	
HEALTH	101,050.00	101,050.00	
LIBRARY	20,000.00	20,000.00	
NORTHSHORE HOSPITAL	148,500.00	148,500.00	
PARKS	33,285.00	33,285.00	
REAPPRAISAL OF COUNTY	100,000.00	100,000.00	
SOCIAL WELFARE	942,350.00	942,350.00	
	<u>\$2,843,155.67</u>	<u>\$2,800,836.91</u>	<u>\$42,318.76</u>

<u>ADDRESSOGRAPH</u>	<u>BUDGET</u>	<u>EXPENDITURES</u>	<u>BALANCE</u>
Salaries	12,190.00	10,395.91	1,794.09
Maintenance of Equipment	500.00	516.98	(16.98)
Frames, Plates, Etc.	200.00	91.62	108.38
Paper, Etc.	2,000.00	950.07	1,049.93
Tools, Cleaner, Etc.	50.00		50.00
Postage	20.00	18.65	1.35
TOTAL	<u>14,960.00</u>	<u>11,973.23</u>	<u>2,986.77</u>

AGRICULTURE

Salaries	7,989.00	7,764.56	224.44
Office	650.00	801.01	(151.01)
Travel	2,500.00	2,526.88	(26.88)
Maintenance of Building	400.00	774.21	(374.21)
Maintenance of Equipment	100.00	71.17	28.83
Apiary	250.00	248.16	1.84
Convention	350.00	72.20	277.80
Freight	16.00	8.40	7.60
Fuel Oil Center	450.00	433.90	16.10
Home Economics	950.00	834.91	115.09
Junior Projects	200.00	93.56	106.44
Utilities Center	300.00	497.85	(197.85)
Postage	50.00	45.37	4.63
Meetings, Delegates	50.00	28.22	21.78
Telephone	130.00	118.54	11.46
Ravenna 4-H Fair	1,500.00	1,487.20	12.80
TOTAL	<u>15,885.00</u>	<u>15,806.14</u>	<u>78.86</u>

ANIMAL SHELTER

Salaries	14,640.00	14,306.67	333.33
Office Supplies	100.00	92.73	7.27
Maintenance of Building	200.00	327.68	(127.68)
Truck Operations	860.00	610.09	249.91
Animal Disposal	500.00	460.00	40.00
Ammunition	50.00	27.99	22.01
C. T. & L.	250.00	175.65	74.35
Safety Supplies	50.00	39.95	10.05
Dog Food	400.00	210.56	189.44
Truck Insurance	200.00	167.98	32.02
Utilities	650.00	619.79	30.21
Postage	30.00	30.00	
Listing Dogs	600.00	1,216.00	(616.00)
Livestock Claims	650.00	750.97	(100.97)
Telephone	200.00	181.80	18.20
Uniforms	150.00	160.38	(10.38)
TOTAL	<u>19,530.00</u>	<u>19,378.24</u>	<u>151.76</u>

AMBULANCE SERVICE

500.00

168.00

332.00

<u>BOARD OF SUPERVISORS</u>	<u>BUDGET</u>	<u>EXPENDITURES</u>	<u>BALANCE</u>
Committee Meetings	19,400.00	19,687.26	(287.26)
Board Meetings	5,000.00	6,553.34	(1,553.34)
Office Supplies	3,000.00	1,285.85	1,714.15
Committee Mileage	2,000.00	1,867.84	132.16
Board Mileage	500.00	730.93	(230.93)
Travel	2,500.00	2,005.77	494.23
Controller Selection	-0-	1,762.61	(1,762.61)
TOTAL	<u>32,400.00</u>	<u>33,893.60</u>	<u>(1,493.60)</u>

<u>BURIAL OF WAR VETERANS</u>	<u>BUDGET</u>	<u>EXPENDITURES</u>	<u>BALANCE</u>
	29,000.00	27,600.00	1,400.00

<u>CIRCUIT COURT</u>	<u>BUDGET</u>	<u>EXPENDITURES</u>	<u>BALANCE</u>
Visiting Judges	350.00	620.00	(270.00)
Attorney Fees	3,500.00	7,240.85	(3,740.85)
Juror Fees	8,000.00	10,001.36	(2,001.36)
Salaries	40,950.00	40,431.63	518.37
Steno Fees	1,000.00	1,298.36	(298.36)
Office Supplies	2,000.00	1,982.28	17.72
Travel	300.00	49.76	250.24
Maintenance of Equipment	300.00	270.00	30.00
Convention Court Reports	125.00	31.50	93.50
Drawing Jury	25.00	22.00	3.00
Freight	50.00	10.89	39.11
Law Books	400.00	177.50	222.50
Meals Jurors	400.00	372.25	27.75
Postage	300.00	213.16	86.84
Special Exams	200.00	439.80	(239.80)
TOTAL	<u>57,900.00</u>	<u>63,161.34</u>	<u>(5,261.34)</u>

<u>COUNTY CLERK</u>	<u>BUDGET</u>	<u>EXPENDITURES</u>	<u>BALANCE</u>
Salaries	41,164.00	41,361.19	(197.19)
Office Supplies	3,000.00	5,036.19	(2,036.19)
Rebind Records	300.00	235.77	64.23
Travel	150.00	19.01	130.99
Maintenance of Equipment	200.00	144.66	55.34
Birth Death Records	1,500.00	1,192.75	307.25
Convention	300.00	164.37	135.63
Photo Copy Supplies	600.00	330.83	269.17
Postage	550.00	544.81	5.19
Freight	50.00	26.60	23.40
Vault Records	300.00		300.00
TOTAL	<u>48,114.00</u>	<u>49,056.18</u>	<u>(942.18)</u>

<u>CONTAGIOUS DISEASE</u>	<u>BUDGET</u>	<u>EXPENDITURES</u>	<u>BALANCE</u>
Not Tuberculosis	7,000.00	7,883.40	(883.40)
Tuberculosis	3,000.00	1,589.57	1,410.43
TOTAL	<u>10,000.00</u>	<u>9,472.97</u>	<u>527.03</u>

<u>CONTROLLER</u>	<u>BUDGET</u>	<u>EXPENDITURES</u>	<u>BALANCE</u>
Salaries	30,822.00	29,101.03	1,720.97
Office Supplies	2,200.00	2,537.52	(337.52)
Travel	300.00	211.64	88.36
Maintenance of Equipment	300.00	99.59	200.41
Freight	50.00	25.06	24.94
Postage	500.00	311.32	188.68
TOTAL	<u>34,172.00</u>	<u>32,286.16</u>	<u>1,885.84</u>

	<u>BUDGET</u>	<u>EXPENDITURES</u>	<u>BALANCE</u>
<u>CENTRAL STORES</u>	<u>778.00</u>	<u>4,353.72</u>	<u>(3,575.72)</u>
 <u>COUNTY BUILDING & GROUNDS</u>			
Salaries	37,300.00	36,420.06	879.94
Maintenance of Building	15,000.00	14,152.60	847.40
Maintenance of Equipment	500.00	182.27	317.73
Museum Operating	3,000.00	1,591.47	1,408.53
Water Treatment	1,500.00	698.21	801.79
Elevator Maintenance	7,500.00	6,666.57	833.43
Window Washing	3,000.00	1,360.00	1,640.00
Snow Plowing	3,000.00	2,041.89	958.11
C. T. & L.	4,000.00	2,204.47	1,795.53
Freight	50.00	40.17	9.83
Fuel	25,000.00	15,552.71	9,447.29
Lights & Water	29,000.00	26,939.50	2,060.50
Telephone	34,000.00	29,646.97	4,353.03
TOTAL	<u>162,850.00</u>	<u>137,496.89</u>	<u>25,353.11</u>
 <u>DRAIN COMMISSION</u>			
Salary	4,000.00	4,000.00	
Office Supplies	100.00	24.68	75.32
Car Allowance	700.00	11.20	688.80
Maintenance of Equipment	50.00		50.00
Convention Expense	100.00		100.00
Postage	50.00	36.39	13.61
Drain at Large	5,800.00		5,800.00
TOTAL	<u>10,800.00</u>	<u>4,072.27</u>	<u>6,727.73</u>
 <u>CORONER</u>	 <u>5,000.00</u>	 <u>5,890.00</u>	 <u>(890.00)</u>
 <u>DUES & CONTRIBUTIONS</u>			
Museum	6,300.00	6,300.00	
W. Mich. Tourist	450.00	450.00	
Supervisors Assoc.	1,170.00	1,300.00	(130.00)
Harbor Commission	18,000.00	18,000.00	
TOTAL	<u>25,920.00</u>	<u>26,050.00</u>	<u>(130.00)</u>
 <u>ELECTIONS</u>			
Salaries	700.00	693.37	6.63
Board of Canvassers	300.00	637.64	(337.64)
Printing Supplies	6,500.00	5,346.70	1,153.30
Machine Set-up	300.00		300.00
Postage	200.00	35.05	164.95
TOTAL	<u>8,000.00</u>	<u>6,712.76</u>	<u>1,287.24</u>
 <u>EQUALIZATION</u>			
Salaries	9,600.00	9,305.04	294.96
Office Supplies	500.00	615.37	(115.37)
Mileage	600.00	564.78	35.22
TOTAL	<u>10,700.00</u>	<u>10,485.19</u>	<u>214.81</u>

	<u>BUDGET</u>	<u>EXPENDITURES</u>	<u>BALANCE</u>
<u>FRIEND OF THE COURT</u>			
Salaries	52,256.00	50,435.68	1,820.32
Office Supplies	2,500.00	2,847.85	(347.85)
Car Allowance	3,000.00	2,534.14	465.86
Maintenance of Equipment	300.00	221.82	78.18
Convention	250.00	186.55	63.45
Postage	1,626.00	2,503.12	(877.12)
TOTAL	<u>59,932.00</u>	<u>58,729.16</u>	<u>1,202.84</u>
<u>INSURANCE</u>			
Bond Twp. Treas.	2,000.00	1,784.04	215.96
Compensation	5,000.00	6,155.36	(1,155.36)
Glass	4,000.00		4,000.00
Notary Bonds	80.00	85.00	(5.00)
Fire	7,120.00	5,417.33	1,702.67
Voting Machine	400.00	178.24	221.76
Bonds Deputies	700.00	263.60	436.40
Bonds Officials	700.00	566.09	133.91
General Liability	5,000.00	2,804.54	2,195.46
TOTAL	<u>25,000.00</u>	<u>17,254.20</u>	<u>7,745.80</u>
<u>JUSTICE COURT</u>			
Juror Witness Fees	4,000.00	3,456.40	543.60
Steno Fees	2,500.00	960.25	1,539.75
Justice Fees	31,000.00	30,623.01	376.99
Legal Forms	1,200.00	955.18	244.82
TOTAL	<u>38,700.00</u>	<u>35,994.84</u>	<u>2,705.16</u>
<u>PROBATE COURT</u>			
Salaries	91,249.00	83,415.12	7,833.88
Witness Fees	200.00	517.90	(317.90)
Office Supplies	3,500.00	3,045.59	454.41
Car Allowance	3,000.00	3,575.58	(575.58)
Maintenance of Equipment	350.00	382.07	(32.07)
Convention	500.00	402.20	97.80
Law Books	200.00	250.00	(50.00)
Postage	1,050.00	942.74	107.26
Board & Care	700.00	30.00	670.00
Child Guidance Clinic	6,000.00	6,000.00	
Medical Exams.	550.00	590.00	(40.00)
Transportation of Insane	1,000.00	1,384.70	(384.70)
Microfilm	351.00		351.00
TOTAL	<u>108,650.00</u>	<u>100,535.90</u>	<u>8,114.10</u>

<u>PROSECUTOR</u>	<u>BUDGET</u>	<u>EXPENDITURES</u>	<u>BALANCE</u>
Salaries	43,386.00	43,671.89	(285.89)
Witness Fees	2,000.00	3,918.01	(1,918.01)
Office Supplies	800.00	678.42	121.58
Pursuit & Arrest	500.00	685.89	(185.89)
Travel	250.00	63.49	186.51
Maintenance of Equipment	150.00	137.75	12.25
Convention	250.00	250.00	
Investigation	2,400.00	5,677.80	(3,277.80)
Law Books	500.00	651.60	(151.60)
Postage	200.00	175.86	24.14
Prosecuting Atty. Course	150.00	123.11	26.89
TOTAL	<u>50,586.00</u>	<u>56,033.82</u>	<u>(5,447.82)</u>

REGISTER OF DEEDS

Salaries	32,535.00	31,213.82	1,321.18
Office Supplies	300.00	551.45	(251.45)
Maintenance of Equipment	200.00	507.31	(307.31)
Convention	350.00	507.79	(157.79)
Freight	30.00	3.68	26.32
Microfilm	200.00	437.73	(237.73)
Photostat Supplies	200.00	458.43	(258.43)
Postage	350.00	686.02	(336.02)
TOTAL	<u>34,165.00</u>	<u>34,366.23</u>	<u>(201.23)</u>

SHERIFF DEPARTMENT

Salaries	202,410.00	199,772.93	2,637.07
Office Supplies	2,000.00	2,403.13	(403.13)
Flashlight Batteries	100.00	82.18	17.82
Pursuit & Arrest	3,900.00	2,419.42	1,480.58
Maintenance of Building	2,000.00	4,017.94	(2,017.94)
Maintenance of Equipment	200.00	251.03	(51.03)
Patrol Car Expense	15,000.00	11,175.05	3,824.95
Maint. of Radio Equip.	1,700.00	1,090.21	609.79
Ammunition Etc.	200.00	203.09	(3.09)
Badges, Clubs Etc.	350.00	591.63	(241.63)
C. T. & L.	4,000.00	3,301.55	698.45
Convention	250.00	224.47	25.53
Car Insurance	1,200.00	1,006.75	193.25
Food	11,000.00	12,693.17	(1,693.17)
Freight	100.00	14.04	85.96
Postage	400.00	412.27	(12.27)
Radio Service	3,000.00	1,572.43	1,427.57
Uniforms	3,000.00	2,797.70	202.30
Fingerprinting	1,000.00	1,270.69	(270.69)
Medical	1,000.00	468.92	531.08
Mattresses Etc.	900.00	90.91	809.09
Patrol Cars New	8,000.00	8,335.11	(335.11)
Fumigator	200.00		200.00
TOTAL	<u>261,910.00</u>	<u>254,194.62</u>	<u>7,715.38</u>

<u>MISCELLANEOUS</u>	<u>BUDGET</u>	<u>EXPENDITURES</u>	<u>BALANCE</u>
Contingent Account	500.00	500.00	
Flower Account	100.00	10.00	90.00
Postage Machine	200.00	156.00	44.00
Homer Gravel Farm Taxes	250.00	640.00	(390.00)
Refunds	<u>2,000.00</u>	<u>14,423.67</u>	<u>(12,423.67)</u>
TOTAL	<u>3,050.00</u>	<u>15,729.67</u>	<u>(12,679.67)</u>
<u>SOLDIERS RELIEF</u>			
Salaries	850.00	850.00	
Relief	<u>1,950.00</u>		<u>1,950.00</u>
TOTAL	<u>2,800.00</u>	<u>850.00</u>	<u>1,950.00</u>
<u>STATE INSTITUTIONS</u>			
Fish & Game Fees	-0-	177.00	(177.00)
Not Tuberculosis	84,500.00	93,632.34	(9,132.34)
Tuberculosis	500.00		500.00
TOTAL	<u>85,000.00</u>	<u>93,809.34</u>	<u>(8,809.34)</u>
<u>TAX ALLOCATION</u>	<u>1,500.00</u>	<u>1,326.00</u>	<u>174.00</u>
<u>EQUIPMENT POOL</u>	<u>4,300.00</u>	<u>7,560.74</u>	<u>(3,260.74)</u>
<u>POWERS ESTATE</u>	<u>-0-</u>	<u>2,781.10</u>	<u>(2,781.10)</u>
<u>TREASURER</u>			
Salaries	51,958.00	53,122.62	(1,164.62)
Office Supplies	5,000.00	5,093.91	(93.91)
Travel S. D. Boxes	250.00	164.40	85.60
Maintenance of Equipment	400.00	32.13	367.87
Advertising	50.00	41.49	8.51
Convention	350.00	267.82	82.18
Maps	500.00	194.50	305.50
Freight	75.00	24.62	50.38
Postage	750.00	628.11	121.00
TOTAL	<u>59,333.00</u>	<u>59,569.60</u>	<u>(236.60)</u>

MUSKEGON COUNTY HEALTH DEPARTMENT
County Building, Terrace Street
Muskegon, Michigan

Honorable Board of Supervisors
MUSKEGON COUNTY
Muskegon, Michigan

Gentlemen:

Presented herewith is the twenty sixth Annual Report
of the Muskegon County Health Department.

A summary of the work done by the staff during the
year 1963 is submitted in this report.

More detailed information concerning the activities of
the County Health Department will be gladly given upon request.

Respectfully submitted,

George P. Sweda, M.D., M.P.H.
Public Health Director
Muskegon County Health Department

GPS:jj

PUBLIC HEALTH NURSING SERVICES

Public health nursing has a pivotal place in the overall public health program of the County Health Department. The emphasis is on health promotion to reach the highest attainable standards for every individual with freedom from the handicaps of a preventable disease. To work toward this objective the nurses within a given geographical area participate in community measures which range from prenatal counseling to clinics for well babies and pre-school children, screening and detection measures, and health supervision of adults.

The education for competent health maintenance is a continuing program and is carried on by each member in all functions. To enlighten the public in health promotion measures regarding prevention and control of disease is an ultimate goal of the County Health Department.

SERVICES TO MOTHERS AND CHILDREN

The nurses have many opportunities to provide professional guidance and counseling to families. They see mothers and other family members during prenatal home visits, clinic services and school health services. There were 150 visits made to this service. Often this was coupled with combinations of other health problems.

There were 200 visits made to parents of handicapped children. These ranged from the purpose of initiating service or for promoting continuance of service for diagnostic and treatment purposes. Standards for procedure and eligibility for children needing this service have been set up by the Michigan Crippled Children Commission. The parents of these children are often unaware of available resources and need help to accept and understand the special problems involved and where help can be received.

Some of the special programs for handicapped children which must be handled individually with the family include the Child Amputee Program; the Program for Medical Care for the Prevention of Blindness; the Rheumatic Fever Prophylactic Program; the Speech Therapy Program for children with oral clefts; treatment of Children with Malignant Disease of the Bones, Joints; and with Rheumatoid Arthritis.

In the Rheumatic Fever Prophylactic Program which is for the prevention of recurrences of rheumatic fever through control of streptococcal infections the County Health Department has been authorized to furnish the antibiotic to the physician for the treatment of the child. This is a joint endeavor of the Commission and the State Health Department.

Currently there are 93 children registered as receiving this service.

CHILD HEALTH CONFERENCE

True to Public Health philosophy this is a clinic provided for health supervision of well children. It provides periodic health supervision for well infants and pre-school children who would not otherwise receive this service. It provides counseling of the young, inexperienced mother at a time when parent motivation is high. It provides for periodic physical examination with referral to the family physician or community medical facility if further follow-up or medical treatment

is indicated. It offers adequate immunization for the prevention of communicable disease. It helps parents understand and utilize basic concepts of safety, nutrition, physical and mental and emotional health.

The well-child conferences are held monthly and are located at Fairview Homes, Phillips School, Reeths-Puffer School, Hackley Hospital and Ruddiman Terrace. A total of 1,060 children, ranging from three months to five years of age, received services at 40 well-child conferences.

SCHOOL CHILD SUPERVISION

The public health nurses made 2,200 visits to school children. These visits were for follow-up of hearing and vision defects, acute communicable diseases, tuberculosis and positive reactors to the tuberculin tests, mental retardation, child guidance, rheumatic fever, heart conditions, cases of child neglect, and general health supervision. In addition to home visits and school visits many of the visits were conducted in the County Health Department office. Other contacts were made by personal letter and by phone. There was a total of 1,000 visits made to the schools and 1,400 conferences with school administrators and teaching staffs. The visits were for discussing special health problems of the children as well as planning the conduct of the various phases of the school health program.

HEARING PROGRAM

All children in grades kindergarten through the sixth grade in half the schools of the county were given a preliminary hearing test with a puretone audiometer. Next year the other half of the county will be served. Those failing the test were given a hearing evaluation. An audiogram was prepared for these children to help confirm significant hearing loss.

Hearing clinics were set-up for children found to have hearing defects. They were examined by ear specialists and a recommendation for treatment was made in accordance with the diagnosis. Follow-up on the recommendation was done by the public health nurses. This included emphasis on the recommendation for medical care, provision for hearing aids and speech therapy. A total of 10,168 preliminary tests were made; 586 threshold tests were done; 333 children received hearing evaluations with audiograms done; 139 children were referred for medical care thru the hearing clinics of which 78 were referred for further treatment. Two ear specialists alternate to serve these clinics. About 6 are held each school year with 25 to 30 children seen at each clinic. In addition to the above two children, age 3, were fitted for bilateral hearing aids.

VISION PROGRAM

Children in all grades one and three in all schools and children in all grades in special education, and children referred from any other grade received vision tests.

The testing procedure used was the Massachusetts test recognized nationwide as the best for screening the vision of school children. Children were tested for visual acuity, farsightedness, and muscle balance. Those failing this test were referred to eye specialists to determine the extent of abnormality and the treatment for correction.

There were 8,569 children tested and 533 referred for medical attention. Public health nurses provided services to those children referred for medical attention. Families needing financial assistance were referred to the local Lions Club and other Service Agencies. There were 63 children who received this service.

New Eyes For the Needy, Inc., a volunteer social service in Short Hills, New Jersey has furnished new prescription glasses for 50 children. This service is provided through a distribution budget made up entirely from collections of old eye glasses and precious metal scrap. The only requirement is that the service be provided to a truly needy child.

Another 32 children received special eye service through the Prevention of Blindness Program which is a service from the Michigan Crippled Children Commission. This number is in addition to the 82 authorizations issued during the previous year for continuing service. This program covers care for children with diseases of the eye, eye injuries, needed eye surgery. It remains a big task for the public health nurse to find these children early enough to receive maximum benefit.

SODIUM FLUORIDE PROGRAM

Where public water is not fluoridated the County Health Department urges application of a two percent solution of sodium fluoride to children's teeth in second, fifth and eighth grades. This application reduces the incidence of new decay by up to forty (40) percent. This is a significant protection as tooth decay is one of the commonest of all human diseases.

The treatment consists of cleaning the teeth and four applications of sodium fluoride within four separate appointments. This total service is offered to the parent at a charge of \$3.00 per child.

There were three fluoride units set up in the schools during the summer on an appointment basis. This year for the first time three and a half and four year old children were eligible, and 316 children participated. There were 1,743 children who completed the treatment; 137 children received three applications; 100 children requested the service, but did not keep the appointment.

DENTAL

Emergency dental care for children in instances when parents were unable to pay for such service included 110 extractions and 100 for other emergency treatment.

DAY CAMP PHYSICALS

A total of 1,924 physicals were given to children prior to entering day camp. This was a service rendered by the Health Director during the early evening hours of 13 different days.

IMMUNIZATION CLINICS

Bi-weekly immunization clinics were held in the County Health Department. Completed immunization (basic series) for infants and pre-school children for both

the County Health Department and Well-Child Conferences included:

<u>SMALLPOX</u>	<u>DIPHTHERIA</u>	<u>PERTUSSIS</u>	<u>TETANUS</u>	<u>POLIO</u>
Under 1----280	Under 1----496	Under 1----496	Under 1----486	Under 1----458
1 thru 4---503	1 thru 4---421	1 thru 4---421	1 thru 4---409	1 thru 4---493
5 & over---320	5 & over--- 86	5 & over--- 86	5 & over--- 69	5 & over---139
Boosters--- 12	Boosters---301	Boosters---361	Boosters---250	Boosters---464

Immunization clinics were held in 79 of the schools starting in November. Children in grades kindergarten, fifth and tenth grades were included. Pertinent data regarding these clinics includes: Children adequately immunized 2,333; total persons immunized 5,136; number of smallpox vaccinations 4,247; number receiving the combination of diphtheria, whooping cough, and tetanus 895; number receiving combined diphtheria and tetanus 3,182; number receiving polio 3,882; total number of children enrolled in grades kindergarten, fifth and tenth 10,598.

PKU TESTING PROGRAM

The County Health Department, State Health Department and all schools in Muskegon County cooperated in a survey to identify children whose retardation may have been caused by phenylketonuria. This is a disease which is commonly referred to as "PKU" which is an inborn metabolic disorder resulting in severe mental retardation if not diagnosed and treated early in infancy. PKU can be detected by a simple urine sample test. The Directors of Special Education selected the children from the schools with a diagnosis of mental retardation. Total number of schools from which children were tested 26; total number of children tested 551; testing results - all negative to phenylketonuria by the phenistrix test.

TUBERCULOSIS

At the close of 1963 there were 34 hospitalized active cases of tuberculosis. Since this is a communicable disease of long duration which makes it possible for an infected person to go months without any obvious signs or symptoms, a continuing case-finding program is essential.

During the months of February through May a tuberculin skin test was offered to each child in grades one, fourth and seventh in 83 schools. During the months of November and December children in grades one, fourth, ninth and twelfth in 28 schools of the county were also offered the tuberculin skin test. The following figures support this effort:

Number of children enrolled in these grades	18,340
Number of children tested	15,488
Number of positive reactors to the test	55
Adults tested in the school	201
Number of adult positive reactors to the test	4

There were 1,304 tuberculin tests given at the bi-weekly clinics in the County Health Department and the tuberculosis clinic. This included both pre-school and adults.

By using the tuberculin test we have eliminated the necessity for chest x-rays in many non-reactors to tuberculin. Those with positive tuberculin tests are interviewed, x-rayed and are seen at the tuberculosis clinic. Families and personal

associates are given tuberculin tests and x-rayed when the findings are positive.

There were 800 x-rays taken with the County Health Department's 70 mm x-ray machine. This number included family contacts to tuberculin positive test reactors, food handlers and other tuberculosis follow-up.

There were 1,117 home visits made to diagnosed cases, contacts and suspects, and discharged patients. Every effort is made to teach the family about tuberculosis. While the patient is hospitalized a contact remains with the family to assure regular x-rays, good nutrition, and the preparation for the patient's return home.

Three and a half hours a week public health nursing time is spent in the tuberculosis clinic. This is a clinic for follow-up on tuberculosis cases, suspect and family members. The public health nurse administers the tuberculin test, histoplasmosis tests, and conducts the interviewing.

A county-wide x-ray program was held from May 21 through June 28. This provided for a chest x-ray, without charge to the individual, for any person 30 years of age or older. For five week-ends during this period chest x-rays were offered at the County Health Department for those 30 years old or older, and tuberculin skin tests for those under 30 years and for pre-school children. During January and February chest x-rays were made available to persons employed in industry.

Had x-rays at the County Health Department	350
Tuberculin skin tests given	163
X-rays given to persons employed in industry	5,269
Persons receiving x-rays during community survey	10,743

Of the total 16,362 x-rays taken there were 432 abnormal x-rays. The disposition of the abnormal x-rays were as follows:

New tuberculosis cases found	3
Tuberculosis cases under supervision	15
Neoplasms confirmed	4
Cardiac confirmed (new)	4
Cardiac (previously known)	175
Fibrosis	13
Pleurisy	5
Emphysema	5
Pneumonia	9
Sarcoidosis	1
Histoplasmosis	2
Other conditions	11

NURSING HOMES

Supervision and recommendation for licensure of the Nursing Homes and Homes for the Aged was delegated to the County Health Department in 1957. Responsibilities for the public health nurses and sanitarians are defined for this program in the Rules and Regulations set down by the State Health Department.

The public health nurses work with the administrator and nursing staff on diet (preparation, buying and serving of food), medications, patient care, and recording as well as diversional activities for patients, and the many areas of general and specific care to the patient and the actual operation of the home.

There are 8 nursing homes and 2 homes for the aged in the county. Presently, all have a full license. However, the homes must be re-evaluated each year. The type of license must be recommended on the basis of nursing and sanitation findings each year.

REHABILITATION

Rehabilitation is defined "as the process whereby a patient is helped to realize his full potential for complete physical, mental, socio-dynamic, and vocational recovery".

One nurse received a concentrated course in rehabilitative techniques in the care of the chronically ill. This course was given in Detroit for a period of one month. In total patient care there must be an awareness of the existence of problems and an attempt to solve them. This calls for a total coordinated effort of the many disciplines with special skills.

This nurse has been applying these special skills to the chronically ill patients at Northshore Hospital, and has been working directly with the staff of the hospital. Her responsibilities have been in the area of teaching, demonstration of procedures, and supervision. Since April she has worked directly with and involving 70 patients. A total of 1,065 patient visits were made.

In addition planned visits are made to nursing homes in which she works directly in a supervisory role to help upgrade patient care.

VENEREAL DISEASE

The venereal disease problem has changed significantly and continues to be of great public health importance. A successful control program for this disease must insure the following:

1. Medical supervision of all persons suspected of infection
2. Diagnosis and adequate treatment
3. Reporting of diagnosed cases
4. Maximum application of epidemiology

An investigation must be made on every case of venereal disease to determine the source of infection, and those persons whom this case may have infected. In preparation for this the public health nurses have received special instruction in the techniques of interviewing cases of venereal disease.

SYPHILIS

Definition of terms used;

1. Syphilis: A very serious communicable disease. The spirochetes which cause syphilis can attach and damage any tissue or organ of the body, especially the brain, heart, liver, and bones. Syphilis is spread by sexual intercourse. Pregnant women may give it to their unborn children by way of the cord blood.
2. Primary Syphilis: Person has been infected for no longer than 90 days. Sore may be present on body.
3. Secondary Syphilis: Person has been infected for no longer than 6 months. Rash and sores may be on body.
4. Early Latent Syphilis: Person has been infected for one year with syphilis. No outward signs of the disease appear on the body.

5. **Contact:** A person named by an infected patient as a sex partner during the critical period of the diagnosed infection.
6. **Cluster Testing:** An extension of contact interviewing and investigation to include testing of friends and associates of known cases of infectious syphilis. Other friends who are promiscuous.

SYPHILIS CASES IN MUSKEGON COUNTY FOR THE YEAR OF 1963

Early Infectious Cases of Syphilis (important data per case)

<u>Stage</u>	<u>Contacts</u>	<u>Cluster</u>	<u>Sex</u>	<u>Age</u>	<u>C or PP</u>	<u>Race</u>
Secondary	6	10	F	17	C	N
Primary	1	10	F	18	PP	N
Early Latent	3	3	M	21	C	N
Early Latent	5	3	F	17	PP	N
Early Latent	1	15	F	17	C	N
Primary	2	0	F	28	PP	N
Primary	5	10	M	19	C	N

* C is a Clinic Case - PP is a Private Physician Case

Late Latent Cases Reported For The First Time

White Male 4 White Female 9 Non-white Male 14 Non-white Female 7

Congenital Cases Reported For The First Time

White 2 Non-white 1

GONORRHEA

Definition: Gonorrhea is a venereal disease. It is spread from person to person by intercourse. This disease may cause sterility, arthritis, and even blindness. Gonorrhea is not discovered in many women until it has caused serious body damage.

REPORTED GONORRHEA CASES IN MUSKEGON COUNTY FOR THE YEAR 1963

<u>AGE</u>	<u>MALE</u>	<u>FEMALE</u>	<u>WHITE</u>		<u>NON-WHITE</u>		<u>TOTAL</u>
			<u>MALE</u>	<u>FEMALE</u>	<u>MALE</u>	<u>FEMALE</u>	
13-19	28	35	15	15	13	20	63
20-29	93	34	44	12	49	22	127
30 & over	45	15	19	7	26	8	60
							<u>TOTAL CASES 250</u>

Total males infected: 166

White 78 Non-white 88

Total females infected: 84

White 34 Non-white 50

MARITAL STATUS OF INFECTED PATIENTS

<u>AGE</u>	<u>SINGLE</u>	<u>MARRIED</u>	<u>DIVORCED</u>	<u>SEPARATED</u>	<u>WIDOW(ER)</u>	<u>UNKNOWN</u>
0-19	26	7	1	0	0	29
20-29	42	35	2	2	1	45
30 & over	10	22	6	4	1	17

The Muskegon County Health Department treated 165 cases. Muskegon County Private Physicians reported 85 cases.

One must keep in mind that this report is not completely accurate. The facts and figures presented above were compiled from reported cases. However, physicians do not report anywhere near all of the gonorrhoea cases they treat.

Other activities carried on by the Venereal Disease Control Section of the County Health Department:

1. Over 170 physicians were visited in the county by epidemiologists to explain the Venereal Disease Control Program and leave the latest information on the treatment of all venereal diseases.
2. Nine talks on Venereal Disease were given during the past year by the field epidemiologists.

DIPLOMA STUDENT NURSE PROGRAM

The County Health Department has cooperated with Hackley Hospital to give a weeks observation experience to each of their senior students. This is for the purpose to acquaint the student with the role of community nursing organizations in promoting the health and well-being of the people. It also provides opportunities for the student to further her knowledge in regard to the effect of illness upon the patient, the family and the community. Therefore, each week a different student receives an orientation experience.

PRE-SCHOOL PROGRAM

A new program is being set up to start after the first of the year. This program is centered around the 3½ to 4½ year old child. Parents of these children are to be invited to the County Health Department by appointment to receive a vision test, hearing test, and a tuberculin test. In addition to this the parent will have a conference with the public health nurse to help determine the health status, immunization status, and arrange for consultation and referral of health problems. The number anticipated to be served is around 4,000 children.

CANCER PROGRAM

The Department of Health and Social Welfare of Lansing jointly sponsored a cervical cancer screening project for a selected population sample. The service was available only to mothers receiving Aid to Dependent Children or direct relief grants. The project paid for the initial screening examination by the physician and the original pap test.

This was, in part, a research project which had a two-fold purpose:

1. It offered a service to a group who might not otherwise have had the examination.
2. It helped add to already existing data about the prevalence of cervical cancer in this population sample which should be useful for guidance purposes in future cancer detection programs.

Muskegon County had 964 women eligible for this service during 1963. Of this number, 385 women participated. There was one positive test for cancer. However there were 24 suspicious reports and 3 unsatisfactory reports. Only 7 persons completed follow-up on their own. Therefore the County Health Department will have to provide some means for follow-up of the remaining 20 persons who are now known to have a suspicious test for cancer.

As in any other screening program this cancer detection program is of little value without a well-defined program for follow-up. Cervical cancer is more curable than most other forms of the disease, as 95% of the cases if found early enough can be successfully treated and in all probability cured.

MUSKEGON COUNTY POPULATION FOR THE YEAR 1962 - 153,300

	<u>NUMBER</u>	<u>RATE</u>
BIRTHS _____	3,939	25.7
DEATHS _____	1,155	7.5
BIRTHS IN HOSPITAL (PHYSICIAN) _____	3,922	99.5
ILLEGITIMATE LIVE BIRTHS _____	239	60.7
IMMATURE BIRTHS _____	264	67.0
INFANTS DEATHS UNDER 1 YEAR _____	88	22.3
FETAL DEATHS _____	73	18.5
MATERNAL DEATHS _____	0	

LIVE BIRTHS: Year 1940 - 2,017 Year 1950 - 3,345 Increase in 10 years of 65%
 Year 1950 - 3,345 Year 1960 - 4,098 Increase in 10 years of 22%

DEATH RATE: Year 1940 - 9.5% Year 1950 - 9.2% Year 1960 - 8.1%

INFANT DEATH RATE: Year 1940 - 43.1% Year 1950 - 32.7% Year 1960 - 23.5%

LEADING CAUSES OF DEATH

<u>MUSKEGON COUNTY</u>	<u>MICHIGAN</u>
1. Disease of the Heart	1. Diseases of the Heart
2. Cancer	2. Cancer
3. Vascular Lesions affecting the central nervous system	3. Vascular Lesions affecting the central nervous system
4. Accidents	4. Accidents
5. Pneumonia and Influenza	5. Pneumonia and Influenza
6. Arteriosclerosis	6. Diabetes Mellitus
7. Bronchitis and Respiratory diseases	7. Arteriosclerosis
8. Diabetes Mellitus	8. Congenital Malformations
9. Suicide	9. Immaturity
10. Congenital Malformations	10. Cirrhosis of the Liver

Percent population of persons aged 65 and over from the 1960 census
 Muskegon County - 7.3% Michigan - 8.2%

Percentage change of persons 65 years of age & over from April 1, 1950 to April 1, 1960
 Muskegon County - 35.9% Michigan - 38.2%

Population density for year 1960 - Percentage per square mile of land area
 Muskegon County - 34.1% Michigan 137.2%

Percentage change in population for a ten year period from 1950 to 1960
 Muskegon County - 23.4% Michigan 22.8%

ENVIRONMENTAL HEALTH DIVISION
ANNUAL REPORT 1963

EMERGENCY SANITATION (11.6%)
 Air Pollution - - - - - 203
 Communicable Disease - - - - - 152
 Food Borne Inf/Pois - - - - - 73
 TOTAL - - - - - 428

HOUSING (9.8%)
 Housing - - - - - 362
 TOTAL - - - - - 362

PUBLIC INSTITUTIONS (1.8%)
 Hospitals & Sanitoriums - - - - - 8
 Nursing Homes & Homes
 for the Aged - - - - - 25
 School Sanitation - - - - - 32
 TOTAL - - - - - 65

SEWAGE (13.7%)
 Municipal - - - - - 10
 Public - - - - - 23
 Private - - - - - 442
 Septic Tank Cleaners - - - - - 10
 Stream Pollution - - - - - 3
 Subdivision Control - - - - - 18
 TOTAL - - - - - 506

OTHER (1.9%)
 Student Training - - - - - 21
 Workshop Conferences &
 Sessions - - - - - 10
 Construction Plans Reviewed - - - - - 13
 Talks Given - - - - - 11
 Meetings - - - - - 6
 Office Consultations - - - - - 7
 TOTAL - - - - - 68

Septic Tank Installation Approvals 161

REFUSE & VERMIN (10.7%)
 Insect Control - - - - - 5
 Nuisance Control - - - - - 368
 Refuse & Solid Wastes
 Private - - - - - 12
 Public - - - - - 6
 Rodent Control - - - - - 5
 TOTAL - - - - - 396

RESORTS (4.4%)
 Resorts - - - - - 41
 Trailer Coach Parks - - - - - 18
 Swimming - - - - - 103
 TOTAL - - - - - 162

FOOD, MEAT & MILK (9.2%)
 Food Sanitation-S - - - - - 283
 Food Sanitation-H - - - - - 53
 Milk Pasteur. & Prod Plants - - - - - 6
 TOTAL - - - - - 342

WATER (37.3%)
 Municipal - - - - - 32
 Public - - - - - 11
 Private - - - - - 1,325
 Other Samples - - - - - 4
 TOTAL - - - - - 1,372

EMERGENCY SANITATION - - - - - 428
 HOUSING - - - - - 362
 PUBLIC INSTITUTIONS - - - - - 65
 SEWAGE - - - - - 506
 OTHER - - - - - 68

REFUSE & VERMIN - - - - - 396

RESORTS - - - - - 162

FOOD, MEAT & MILK - - - - - 342

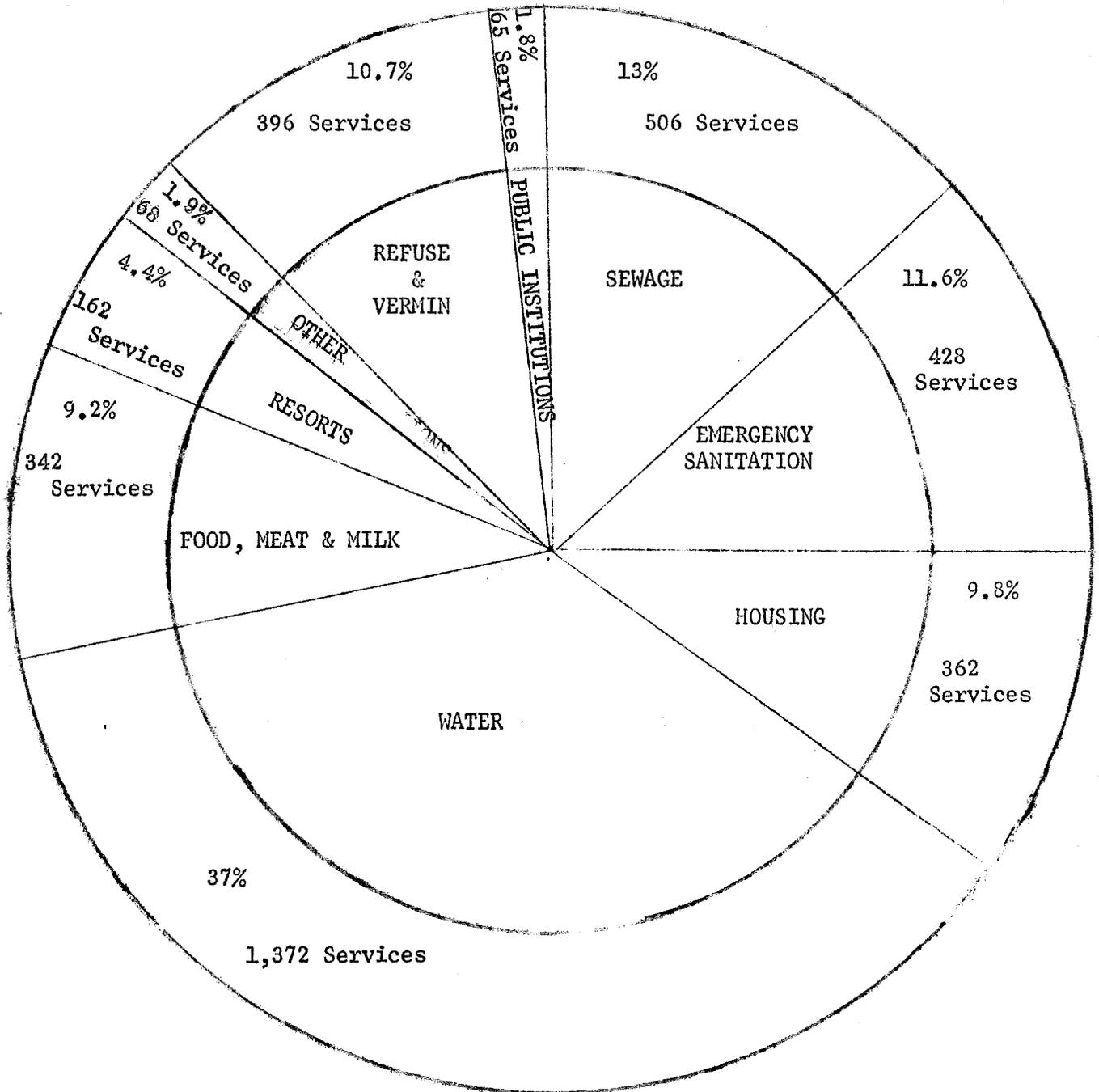
WATER - - - - - 1,372

TOTAL SERVICES - - - - - 3,701

MUSKEGON COUNTY HEALTH DEPARTMENT

ENVIRONMENTAL HEALTH DIVISION

ANNUAL REPORT - 1963



JANUARY	208	JULY	431
FEBRUARY	185	AUGUST	363
MARCH	167	SEPTEMBER	353
APRIL	362	OCTOBER	432
MAY	439	NOVEMBER	267
JUNE	331	DECEMBER	150

TOTAL SERVICES 1963 ——— 3,701

ENVIRONMENTAL HEALTH DIVISION

Annual Report 1963

Services decreased during 1963 due to two factors. The installation of a public water supply in the more critical areas of Norton Township substantially reduced the requests for alkyl benzene sulfonate determinations which represented the greatest increase of services in 1962.

The second factor responsible for the decrease in services was the disruption of staff resulting from the resignation effective February 1, 1963 of an experienced sanitarian, and the position being vacant four months. A college student was appointed for the summer months and a permanent appointment effective September 1, 1963 re-established the staff at normal complement. Reassignment of programs and responsibilities was necessary to compensate for differences in training, experience and aptitudes. A decrease in the total of services is the inevitable result.

During the past year greater demand for the advisory and consultive services of this Division was noted. This type of service requires more of the abilities and knowledge of the staff, but results in substantial gains and more permanent benefits for the entire community. Inspections and enforcement of minimum standards were maintained at the previously established level. This Division is encouraged by this trend.

MUSKEGON COUNTY LIBRARY

1963 FINANCIAL REPORT

RECEIPTS

Balance Jan. 1, 1963		\$14,813.72
County Appropriation	\$20,000.00	
Local Contributions	3,948.00	
State Aid	3,600.00	
Penal Fines	24,457.37	
Books Purchased thru Library	572.26	
Fines	1,034.68	
Rentals	52.90	
Lost Books	182.84	
Misc.	128.90	
		<u>53,976.95</u>
		\$68,790.67

DISBURSEMENTS

Salaries	45,329.04	
Books	16,197.14	
Periodicals	261.30	
Binding	1,418.52	
Office Supplies	1,065.16	
Freight	7.94	
Publicity	35.00	
Postage	285.98	
Insurance	445.43	
Travel	293.90	
Gas & Oil - Bookmobile	150.37	
Furniture & Equipment	45.00	
Maintenance - Bookmobile	376.64	
Spec. Services (Mrs. Murphy)	1,294.50	
Refund	49.78	
ALA-MLA Dues	61.00	
Misc.	1.00	
		<u>67,317.70</u>

BALANCE DECEMBER 31, 1963

\$ 1,472.97

ACTIVITIES OF THE MUSKEGON COUNTY LIBRARY 1963

BOOK STOCK

Adult Books 29,183 Juvenile & Y's 59,855 Total 89,038

CIRCULATION OF BOOK STOCK

	Adult Fiction	Adult N. Fict.	Total Adult	Juvenile	Total
8 Branch Libraries Circulated	60,738	15,374	76,112	124,029	200,141
Bookmobile	45,792	12,594	58,386	339,000	397,386
Summer Schedule	5,014	878	5,892	19,638	25,530
	<u>111,544</u>	<u>28,846</u>	<u>140,390</u>	<u>482,667</u>	<u>623,057</u>

1963 Grand Total Book Circulation	623,057
1962 Grand Total Book Circulation	<u>601,280</u>
GAIN	21,777

ACTIVITIES REPORT

Books received from State Library	271
School visits to Branch Libraries	396
Meetings held in Branch Libraries	114
Meetings attended by Library Staff:	
School	31
Civic	121
Professional	86
The number of Reference Questions Answered	5,644
Special requests filled	491
Book talks	9

MUSKEGON NORTHSORE HOSPITAL
MUSKEGON, MICHIGAN

December 31, 1963

Muskegon County Treas. Acct. - January 1st, 1963 \$ 14,862.16

Cash Receipts - Jan. 1st to Dec. 31st, 1963

State of Michigan Subsidy	\$ 29,068.95	
Out County Patients	58,011.75	
State-at-Large Patients	36,134.55	
Government Patients	108,777.50	
Insurance Cases	2,512.21	
Private Pay Patients	8,781.35	
County Appropriation	148,500.00	
Miscellaneous	<u>1,291.11</u>	
Total Cash Receipts		\$393,077.42

Expenditures - Jan. 1st to Dec. 31st, 1963

Land & Improvements	555.20	
Hospital Building & Fixtures	11,985.46	
Administrative Equipment	1,971.88	
Care of Patients Equipment	6,013.38	
Culinary Equipment	2,126.60	
Domestic Equipment	147.65	
Linen & Laundry Room Equipment	1,173.30	
Maintenance & Repair Equipment	132.61	
Motor Service Equipment	<u>1,334.31</u>	
Total Capital Expense		\$ 25,440.39

Administrative Expense	30,715.22	
Care of Patients Expense	143,496.88	
X-ray Laboratory Expense	6,609.84	
Clinical Laboratory Expense	6,410.60	
Culinary Expense	82,457.86	
Housekeeping Expense	21,938.90	
Laundry Expense	14,282.10	
Engineering & Grounds Expense	43,580.41	
General Expense	1,593.87	
Insurance	3,275.99	
Occupational Therapy	5,070.76	
Physical Therapy	<u>3,205.05</u>	
		\$362,637.48

Reserved to match Hill-Burton Funds 4,000.00

Muskegon County Treas. Acct. - December 31st, 1963 \$15,861.71

Extraordinary Income

Voluntary Contributions to be used for the benefit of the hospital	<u>\$49,918.20</u>
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Extraordinary Expenditures:

Remodeling ground floor for Physical and Occupational Therapy	\$26,698.64
Building changes and improvements to comply with State Health Requirements	9,012.80
Remodeling Electrical Supply Panels to comply with State Health Requirements	4,717.39
Lavatory installations in Rooms 107 and 207 to comply with State Health Requirements	3,060.24
Cabinets for Central Supply Room to comply with State Health Requirements	1,187.00
Medical Equipment	4,295.79
Hospital Equipment	<u>946.34</u>
	\$49,918.20

REVENUE REPORT - 1963

	T.B. Division	General Division
Muskegon County Funds	\$ 148,500.00 45.7%	
Out County Payments	58,001.75 17.8	
State of Michigan Funds	65,203.50 20.0	
Hospitalization Insurance	2,512.21 .8	
Voluntary Contributions	49,918.20 15.3	
Miscellaneous Receipts	1,291.11 .4	
County Patients		125,677.38 93.5%
Private Pay Patients		8,781.35 6.5%
	<hr/>	
	\$ 325,426.77 100.0%	134,458.73 100.0%

EXPENDITURE REPORT - 1963

Operating Expense	\$ 232,458.73	130,178.75
Depreciation	14,294.67	6,837.45
	<hr/>	
	\$ 246,753.40	137,016.20
In Patient Days	14,041	6,904
Operating Cost per Patient Day	\$ 17.57	\$ 19.85

MUSKEGON NORTHSORE HOSPITAL
Tuberculosis Division

1963

<u>IN PATIENTS</u>	<u>Days</u>	<u>Percent</u>
Muskegon County Patients	7,993	56.9
Out County Patients	4,041	28.8
State at Large Patients	<u>2,007</u>	<u>14.3</u>
	14,041	100.0

OUT PATIENTS' CLINIC - Northshore
Hospital

Treatments - Medical	
Consultation	88
Chemotherapy	799
Laboratory Tests	125

OUT PATIENTS' CLINIC - at Muskegon
County Tbc Assn.

Consultation - New Admission	1,268
Tuberculin Tests	323
Histoplasmin Tests	127
Bacteriological Examinations	231

X-RAY FILMS - DIAGNOSTIC INTERPRETATION

In Patients	526
Out Patients	1,510
Staff	<u>226</u>
Total Hospital Films	2,261
Other Films Referred for Diagnosis	2,904
Health Dept. 70 mm. Films	1,016
Body Section Films Reviewed	372

ANNUAL REPORT, MUSKEGON COUNTY JUVENILE COURT, 1963

CHILD CARE FUND STATEMENT:

INCOME:	County	197,910.00
	State	69,680.55
	Cash Receipts	28,605.79
		<u>296,196.34</u>

DISBURSEMENTS:	Foster Care	
	Direct	100,829.42
	Foster Care	
	Agency	37,406.99
	Youth Home	38,779.87
	State Institut.	<u>112,010.50</u>
		289,026.78

Balance	7,169.56
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Statistical Data: 1963

1. Children known to Juvenile Court	
518- Neglect	
877 Delinquents	
242 Adoptions	
993 Traffic	
93 Truancy	
<u>156</u> Complaints by Individuals	
2,979	

Of the 2,979 children known to the Juvenile Court, there were

877	Police Referrals
309	Court Hearings

On any one day 799 children are known to the Court Staff.

2. Placements of Children by the Juvenile Court:

a. In Foster Care	439
Foster Homes	107
Child Care Days	50,703

b. At State Institutions:		Child Care Days
Boys' Training School	28	5542
Girls' Training School	33	7653
Michigan Children's Institute	18	6570

c. Detention (Muskegon County Youth Home)	
Number of Children	330
Child Care Days	3534

d. Other Institutions:	
Muskegon Children's Home	Father Gibault School- Terre Haute, Indiana
Michigan Children's Aid Society	Protestant Children's Home- Detroit
Catholic Service Bureau	Children's Psychiatric Hosp.- Ann Arbor
Villa Maria (Grand Rapids)	Good Samaritan Home-Spring- field, Mo.
Vista Maria (Detroit)	

Interesting Data Regarding Juvenile Court Problems:

Population Statistics:		Muskegon County
a.	1910	40,577
	1960	149,943
b.	Child Population 12-16 years	
	1940	7,425
	1963	16,335
c.	Percentage Increases	1950-1960
	General Population	23.4%
	Children under 18	41%

Delinquent Statistics:

Greatest number of violations of law
for all ages occurs at age 15

One-half of the felonies in America are committed by
children under 18

Problems of Juvenile Court

1. Where to place the seriously delinquent boy or girl who cannot be transferred to a State Institution for four or six months.
2. Where to place the seriously delinquent child who is ineligible for placement at a State Institution because he or she is mentally ill or mentally handicapped. It may take four years to transfer a retarded child to the Coldwater State Home & Training School.
3. How to procure justice without delays of two or more months because only one day per week can be allotted for Juvenile Court Hearings.

Recommendations:

1. That Muskegon County provide a second Probate Judge.
2. That the Citizens of Muskegon County support half-way houses to relieve institutional overcrowding.
3. That the Citizens of Muskegon County support legislative action to provide a new hospital for the mentally handicapped to be located in Muskegon.
4. That the Citizens of Muskegon County support House Bill 555, now before the Michigan Legislature, which would provide for Protective Services in each County of Michigan. Such a service would seek to help vulnerable families before the circumstances were such as to breed delinquent behavior.

1963

JOHN G. HOSKO

REGISTER OF DEEDS

ANNUAL REPORT

TOTAL OF INSTRUMENTS OF RECORD FOR 1963 AND RECEIPTS

Deeds	5,524	\$ 9,988.50
Mortgages	3,177	8,363.25
Discharges	2,939	5,006.00
Miscellaneous	1,609	4,156.25
Lis Pendens	24	44.75
Plats	11	55.00
Discharge of Chattels	20,934	no chg.
Liens	317	548.00
Chattel Mortgages	29,165	29,165.00
Abstract and Searches	-----	200.60
Photostatic Copies	-----	778.50
	-----	-----
	63,700	\$ 58,305.85

TOTAL MONTHLY RECEIPTS

JANUARY	\$ 3,943.70
FEBRUARY	3,761.25
MARCH	3,982.45
APRIL	4,876.70
MAY	4,729.25
JUNE	4,409.60
JULY	4,844.75
AUGUST	4,745.45
SEPTEMBER	7,342.55
OCTOBER	6,127.15
NOVEMBER	4,662.75
DECEMBER	4,880.25
	<hr/>
	\$ 58,305.85

TOTAL RECEIPTS

Recording Receipts	\$ 28,161.75
Chattel Mortgages	29,165.00
Abstract and Searches	200.60
Photostatic Copies	778.50
	<hr/>
	\$ 58,305.85

1963
CALENDAR YEAR
ANNUAL FINANCIAL REPORT
BOARD OF COUNTY ROAD COMMISSIONERS
MUSKEGON COUNTY,
MICHIGAN

ALBERT HOPPMAN, Chairman

FRANK S. MILLARD, Member

EARL DEREMO, Member

MUSKEGON COUNTY ROAD COMMISSION

SUMMARY SHEET

COUNTY HIGHWAY RECEIPTSRevenue Receipts

State Funds		\$1,443,077.11
Federal Aid Secondary Funds		176,592.18
Federal Funds (Other)		167.94
County Raised Revenues		228,847.59
Miscellaneous Receipts		8,163.62
Sale of Land & Building		5,000.00

Total Revenue Receipts (Page 1)		<u>\$1,861,848.44</u>
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COUNTY HIGHWAY EXPENDITURES

Construction (Pages 2, 16 & 20)	\$914,156.59	
Maintenance (Pages 2, 21 & 22)	804,900.23	
Special Assessment Districts	56,858.83	
Equipment Account (Pages 2 & 24) CR	39,835.23	
Interest	2,150.00	
Administrative Expense (Pages 2 & 5)	57,596.30	

Total Operating Expenditures		\$1,795,826.72
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Non-Operating Expenditures

Capital Outlay (Page 3)	62,964.44	
Long Term Debt Payments	20,000.00	
		<u>82,964.44</u>

Total Expenditures		\$1,878,791.16
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Decrease in Available Operating Funds		<u>16,942.72</u>
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Grand Total		<u>\$1,861,848.44</u>
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MUSKEGON COUNTY ROAD COMMISSION

County Highway Receipts

STATE RAISED FUNDS:

Motor Vehicle Fund

Engineering

Primary Road Fund

\$ 3,710.00

Local Road Fund

1,290.00

5,000.00

Primary Road Fund

1,042,356.84

Local Road Fund

362,662.80

Total Motor Vehicle Funds

\$1,410,019.64

Snow Removal Funds

33,057.47

Total State Raised Revenue

\$1,443,077.11

FEDERAL FUNDS:

Federal Aid Secondary

176,592.18

National Forest Reserve

167.94

Total Federal Raised Revenue

176,760.12

COUNTY RAISED REVENUES:

Property Taxes

493.18

Special Assessment Districts

41,627.22

Township Contributions (Schedule A)

186,727.19

Total County Raised Revenue

228,847.59

MISCELLANEOUS RECEIPTS:

Salvage Sales

935.84

Interest Earned

3,912.50

Sundry Refunds

1,294.28

Permit Fees

821.00

Gain on Sale of Surplus Property

1,200.00

Total Miscellaneous Receipts

8,163.62

NON REVENUE ITEMS:

Sale of Land & Buildings

5,000.00

TOTAL OF RECEIPTS

\$1,861,848.44

MUSKEGON COUNTY ROAD COMMISSION

County Highway Expenditures

	Primary Road System	Local Road System	
OPERATING EXPENDITURES:			
Construction (All Costs except Administration)			
Roads	\$674,261.26	\$229,635.98	
Bridges	10,259.35		
Total Construction Expenditures	<u>\$684,520.61</u>	<u>\$229,635.98</u>	\$ 914,156.59
Maintenance (All Costs except Administration)			
General Maintenance Roads	221,738.82	284,380.35	
General Maintenance Structures	444.82	813.18	
Snow Removal, Ice Control etc.	152,151.42	103,614.17	
Traffic Control (Signs, Signals)	30,550.91	3,169.86	
Highway Patrol	8,036.70		
Total Maintenance Expenditures	<u>\$412,922.67</u>	<u>\$391,977.56</u>	804,900.23
Special Assessment Districts		56,858.83	56,858.83
Equipment Account-Expense			
Direct	238,692.54		
Indirect & Storage	107,123.48		
Operating	<u>44,022.72</u>		
Total Equipment Expense		389,838.74	
Less Credit (Equipment Rental)		<u>429,673.97</u>	
Net Credit to Equipment Account			CR 39,835.23
Interest Expenses			
Roads and Structures		2,150.00	
Total Interest Payments			2,150.00
Administrative Expense (Schedule B)		75,101.47	
Credits to Administrative Account			
Handling Charges on Materials Sold	569.90		
Overhead State Trunkline Mtnce.	14,280.59		
Purchase Discounts	2,654.68		
Total Credits to Administration		<u>17,505.17</u>	
Net Administrative Expense			57,596.30
Administration Proration -			
Primary System	43,197.22		
Local System	<u>14,399.08</u>		
Total Operating Expenditures			<u>\$1,795,826.72</u>

	Primary Road System	Local Road System	
NON EXPENSE DEBITS			
Capital Outlay			
Land and Improvements		\$ 1,170.26	
Buildings		47,174.03	
Equipment			
Road	\$131,564.14		
Other	6,855.12		
		<u>138,419.26</u>	
		\$186,763.55	
Less Non Revenue Credits			
Equipment Retirements	1,847.12		
Depreciation and Depletion	121,951.99		
Total Non-Revenue Credits	<u>123,799.11</u>		
Net Capital Outlay Expenditures			\$ 62,964.44
Long Term Debt Payments			
Roads and Bridges		20,000.00	<u>20,000.00</u>
Total Expenditures			\$1,878,791.16
Decrease in Available Operating Funds (Schedule D)			<u>- 16,942.72</u>
Total Expenditures and Fund Equity Adjustment			\$1,861,848.44

MUSKEGON COUNTY ROAD COMMISSION

SCHEDULE - A -

Township Participation by Townships

Township	Balance Due on County Road Agreements 12-31-62	1963 Authorized Construction	Paid on Acct.	Balance Due County Road Agreements 12-31-63
Dalton	\$ 27,415.40	\$ 13,142.05	\$ 14,415.40	\$ 26,142.05
Egelston	26,278.15	29,371.43	26,278.15	29,371.43
Fruitland	16,203.33	42,181.58	16,203.33	42,181.58
Holton	8,540.11	23,500.63	4,500.00	27,540.74
Laketon	18,875.87	3,644.70	18,875.87	3,644.70
White River	35,015.78	21,312.59	10,000.00	46,328.37
Montague		14,228.78		14,228.78
Norton		21,944.68	19,984.19	1,960.49
Cedar Creek		17,400.75	7,000.00	10,400.75
Fruitport	1,350.34		1,350.34	
	<hr/>	<hr/>	<hr/>	<hr/>
	\$133,678.98	\$186,727.19	\$118,607.28	\$201,798.89

MUSKEGON COUNTY ROAD COMMISSION

Administrative Expense SCHEDULE - B -

Commissioners Salaries	\$ 7,500.00
Administrative Salaries	42,258.08
Postage	120.11
Telephone	1,464.28
Travelling Expense	864.55
Office Supplies	3,850.90
Maintenance of Office Building & Grounds	2,273.45
Office Equipment Depreciation	1,655.31
Distributive Expense	7,792.03
Other - Itemize	<u>7,322.76</u>
Total Administrative Expense	\$ 75,101.47
Less Credits to Administrative Expense	<u>17,505.17</u>
Total Net Administrative Expense	\$ 57,596.30
Other:	
Insurance - Fire	111.38
First Aid & Sanitary Supplies	418.23
Fuel	1,000.88
Water	274.22
Light & Power	385.55
Gas	40.84
Advertising	935.77
Medical Expense	125.00
Legal Services	2,004.39
Insurance - Robbery	46.25
Office Building Depreciation	900.00
Road Commissioners Bond	17.25
Association Fees	<u>1,063.00</u>
Total Other	\$ 7,322.76

SCHEDULE - C -

Distributive Expense

	Total Labor Charge	Vacation, Holiday & Sick Leave	Comp. Ins.	Retirement Soc. Sec.	Hospital Insurance	Life & Acc. Insurance	Other	Total
Primary Construction	74453.22	8667.10	1593.20	9038.96	1599.25	327.51		21226.02
Local Construction	35796.27	4167.04	765.98	4345.81	768.94	157.45		10205.22
Primary Maintenance	122539.04	14264.76	2622.16	14876.82	2632.15	538.99		34934.88
Local Maintenance	116689.87	13583.87	2497.00	14166.70	2506.51	513.27		33267.35
Inventory	6902.05	803.47	147.69	837.94	148.27	30.35		1967.72
Equipment Expense	96424.20	11224.74	2063.35	11706.28	2071.26	424.13		27489.76
Administration	51570.99		988.46	5608.08	992.31	203.18		7792.03
State Trunkline Mtnce.	71717.95							
Sundry Accts. Rec.	6563.78							
Other	17464.26	2033.03	373.70	2120.23	375.14	76.82		4978.92
Total Labor Charge	<u>600121.63</u>							
Total Fringe Benefits		60638.66	12740.04	69287.76	13345.35	2614.05		158625.86
Less: Benefits Recovered		5894.65	1688.50	6586.94	2251.52	342.35		16763.96
Benefits to be Distributed		54744.01	11051.54	62700.82	11093.83	2271.70		141861.90
Applicable Labor Cost		<u>470268.91</u>	<u>576583.91</u>	<u>576583.91</u>	<u>576583.91</u>	<u>576583.91</u>		

Factor	Small Road Tools	Inventory Adjustment	Liability Insurance	General Engineering	Sign Shop	Other	Total
	11.641	1.9167	10.8745	1.92406	0.39399		26.75
Primary Construction	1375.24	CR 91.29	492.56	4491.10	579.76	462.20	7309.57
Local Construction	1084.52	CR 72.07	388.44	3541.69	457.20	364.49	5764.27
Primary Maintenance	1563.18	CR 105.92	559.85	5104.63	658.96	525.34	8306.04
Local Maintenance	1483.85	CR 98.60	531.44	4845.68	625.52	498.69	7886.58
Total Cost of Roads	<u>5506.79</u>	<u>CR 367.88</u>	<u>1972.29</u>	<u>17983.10</u>	<u>2321.44</u>	<u>1850.72</u>	<u>29266.46</u>
Total Adjustments	<u>.38632</u>	<u>CR .02580</u>	<u>.138366</u>	<u>1.261597</u>	<u>.16286</u>	<u>.129837</u>	<u>2.05318</u>
Factor							

MUSKEGON COUNTY ROAD COMMISSION

SCHEDULE - D -

Reconciliation between reports of
1962 and 1963

Available Operating Fund after closing December 31, 1962	\$643,627.44
Adjustments	+ 3,018.65
Closing Adjustment 1963	-16,942.72
	<hr/>
Available Operating Funds December 31, 1963	\$629,703.37

SCHEDULE - E -

Analysis of Equipment Rental

Charges to County Construction and Maintenance Projects	\$351,022.86
Charges to Inventory Operations	9,624.61
Charges to State Highway Department Accounts	64,022.10
Charges to other Reimbursable Accounts	3,300.78
Other	1,703.62
	<hr/>
Total Equipment Rental	\$429,673.97

MUSKEGON COUNTY ROAD COMMISSION

SCHEDULE - F -

Analysis of Equipment Expense

Labor	\$ 58,578.09	
Parts	73,057.87	
Depreciation	107,056.58	
Total Direct Expense		\$238,692.54
Shop Expenses	101,626.12	
Depreciation - Shop Equipment	503.12	
Depreciation - Buildings	10,036.92	
Gain on Disposal of Equipment	5,042.68	
Total Indirect & Storage Expenses		107,123.48
Total Operating Expense		<u>44,022.72</u>
Total Equipment Expense		<u><u>\$389,838.74</u></u>

SCHEDULE - G -

Analysis of State Highway Department Accounts

Routine Maintenance:		
Balance Due County 12/31/62	\$ 50,329.84	
1963 Charges to Routine Maintenance	191,270.48	
	<u>\$241,600.32</u>	
Less Credits to Routine Maintenance	<u>186,776.85</u>	
Amount Due County 12/31/63 for Routine Mtnc.		\$ 54,823.47
Non-Routine Maintenance:		
Balance Due County 12/31/62	6,258.33	
1963 Charges to Non-Routine Mtnc.	24,065.95	
	<u>\$ 30,324.28</u>	
Less Credits to Routine Maintenance	<u>26,749.64</u>	
Amount Due County 12/31/63 for Non-Routine Mtnc.		<u>3,574.64</u>
Total Due County 12/31/63		\$ 58,398.11

MUSKEGON COUNTY ROAD COMMISSION

Reconcilement of Restricted State Funds

by Road Systems

PRIMARY ROAD SYSTEM

Receipts and Unexpended Balances

Motor Vehicle Highway Funds

Engineering	\$ 3,710.00	
Primary Road Fund (Net)	1,042,356.84	
Unexpended Restricted Bal. 1/1/63	9,133.32	
	<u> </u>	<u>\$1,055,200.16</u>

Expenditures and Unexpended Balances

Administration	43,197.22	
Construction	684,520.61	
Maintenance	412,922.67	
	<u> </u>	<u>\$1,140,640.50</u>

LOCAL ROAD SYSTEM

Receipts and Unexpended Balances

Motor Vehicle Highway Funds

Engineering	1,290.00	
Local Road Fund (Net)	362,662.80	
	<u> </u>	<u>\$ 363,952.80</u>

Expenditures and Unexpended Balances

Administration	14,399.08	
Construction	286,494.81	
Maintenance	391,977.56	
Debt Service Disbursements	20,000.00	
	<u> </u>	<u>\$ 712,871.45</u>

MUSKEGON COUNTY ROAD COMMISSION

BALANCE SHEET
December 31, 1963

ASSETS:

<u>General Operating Fund</u>		
County Treasurer's Cash Account		\$ 260,033.44
Imprest Cash - Office		100.00
Accounts Receivable:		
State Trunkline Maintenance		54,823.47
State Highway Department - Other		3,574.64
Due on County Road Agreement		201,798.89
Due on Special Assessment		80,201.08
Sundry Account Receivable		3,342.43
Inventories:		
Equipment Materials and Parts		25,279.17
Road Materials		70,674.53
Prepaid Insurance		907.19
Deferred Expense F.A.S.		23,734.39
Other		332.91
Total General Operating Fund		<u>\$ 724,802.14</u>
<u>Fixed Asset Fund</u>		
Land and Improvements		56,482.72
Buildings	527,008.44	
Less Reserve for Depreciation	163,002.58	364,005.86
Equipment Road	1,102,066.41	
Less Reserve for Depreciation	694,430.42	407,635.99
Equipment Shop	10,043.98	
Less Reserve for Depreciation	5,544.89	4,499.09
Equipment Office	20,111.86	
Less Reserve for Depreciation	13,944.15	6,167.71
Equipment Engineers	7,499.78	
Less Reserve for Depreciation	5,165.48	2,334.30
Depletable Assets		4,207.46
Yard and Storage Equipment	18,000.57	
Less Reserve for Depreciation	9,652.16	8,348.41
Total Fixed Assets		<u>\$ 853,681.54</u>
<u>Long Term Fund</u>		
Amount Provided for Retirement of Long Term Notes		\$ 80,000.00
TOTAL ASSETS		<u><u>\$1,658,483.68</u></u>

BALANCE SHEET - Continued

LIABILITIES & FUND EQUITIESGeneral Operating Fund

Liabilities:

Accounts Payable	\$	11,663.85	
Accrued Liability		3,233.84	
Deferred Revenue-Special Assessment District		80,201.08	
Available Operating Funds			
County Road Commission Funds		<u>629,703.37</u>	
Total Operating Fund Equities		<u>629,703.37</u>	
Total Operating Liabilities & Equities	\$		<u>724,802.14</u>

Fixed Asset Fund

Plant & Equipment Equity			853,681.54
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Long Term Debt Fund

Long Term Notes Payable			<u>80,000.00</u>
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TOTAL LIABILITIES & FUND EQUITIES			<u><u>\$1,658,483.68</u></u>
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MUSKEGON COUNTY ROAD COMMISSION

Primary Road Construction

63-1-P, BAILEY ROAD from Behler Road to Slocum Road on north line Section 12, Moorland Township and Section 7, Casnovia Township, 2.0 mi. 36' Grade, aggregate base widening to 24' 8", 22' oil aggregate surface.	\$ 57,140.43
63-2-P, RAVENNA ROAD from Mt. Garfield Road to Ellis Road, east line Section 23, Ravenna Township, 1.0 mi. 36' Grade, aggregate base widening to 24' 8", 22' oil aggregate surface.	40,277.25
63-3-P, E. BROADWAY AVENUE from Oak Lane Street to Black Creek Road north 1/8 line Section 3, Fruitport Township, 0.8 mi. 36' Grade, aggregate base widening to 24' 8", 22' bituminous concrete surface.	32,045.59
63-4-P, HEIGHTS-RAVENNA ROAD from Dangl Road to Pennsylvania Railroad north line Section 12, Fruitport Township and Section 7, Sullivan Township, 2.0 mi. 40' Grade, aggregate base widening to 26' 8", 24' bituminous concrete surface.	72,992.86
63-5-P, LAKETON ROAD from Dangl Road to Mill Iron Road, Muskegon Township, 0.5 mi. 36' Grade, aggregate base widening to 24' 8", 22' bituminous concrete surface.	17,184.45
63-6-P, MAPLE ISLAND ROAD from Spaulding Road to Sternberg Road east line Sections 10, 15 and 22, Sullivan Township, 1.75 mi. 44' Grade, 24' 8" compacted gravel.	76,130.99
63-7-P, PONTALUNA ROAD from Henry Street to Martin Road south line Section 30, Norton Township, 1.0 mi. 36' Grade, aggregate base widening to 24' 8", 22' bituminous concrete surface.	48,484.99
*63-8-P, SEMINOLE ROAD from Lake Harbor Road to McCracken Avenue, north 1/8 line Section 11, Norton Township, 0.25 mi. 36' Grade, aggregate base widening to 24' 8", 22' bituminous concrete surface.	124.71
63-9-P, HOLTON-WHITEHALL ROAD from Gibson Road east 2.0 mi., Section 25, Whitehall Township and Sections 29 and 30, Blue Lake Township. 36' Grade, 24' 6" compacted gravel, 22' prime and double seal bituminous surface.	27,803.76
*63-10-P, PRICE ROAD from Sherman Road to Heights-Ravenna Road, Section 5, Ravenna Township, 1.41 mi. 36' Grade, sand sub-base, 24' 6" compacted gravel.	7,907.04

Primary Road Construction (Continued)

63-11-P, WHITE LAKE DRIVE from South Shore Road to Simonelli Road, north line Section 4, Fruitland Township, 1.04 mi. 22' prime and double seal bituminous surface.	\$ 5,994.87
*63-12-P, SHERMAN ROAD from Ensley Road to Swanson Road, north line Section 6, Ravenna Township, 1.0 mi. 20' prime and double seal bituminous surface.	70.35
63-13-P, SHERMAN ROAD from Peters Road to Newaygo Road south side, Section 35, Casnovia Township, 1.0 mi. 22' prime and double seal bituminous surface.	4,725.70
*63-14-P, PONTALUNA ROAD from 600' east of Brooks Road to 250' east of Johnson Road, north side Sections 31 and 32, Fruitport Township, 1.17 mi. 20' prime and double seal bituminous surface.	34.80
63-15-P, FOREST PARK ROAD from Lake Harbor Road east 0.59 mi. (3150') Sections 11 and 12, Norton Township. Grade, drainage structure, 24' 6" aggregate base, 22' bituminous concrete surface.	28,808.25
63-16-P, OWASSIPPI ROAD from Blue Lake Road to Russell Road, Sections 9, 10 and 11, Blue Lake Township, 2.27 mi. 36' Grade, 24' 6" compacted gravel, 22' prime and double seal bituminous surface.	35,579.46
63-17-P, NICHOLS ROAD from Owassippi Road to Blue Lake County Park, Section 11, Blue Lake Township, 0.30 mi. 36' Grade, 24' 6" compacted gravel, 22' prime and double seal bituminous surface.	9,190.30
*63-18-P, RIVER ROAD from Simonelli Road to Peterson Road north line Section 4, Norton Township, 0.5 mi. 36' Grade, 22' 8" compacted gravel, 20' bituminous concrete surface.	11.04
*63-19-P, GILES ROAD from Green Creek Road to 0.5 mi. east of Buys Road, north side, Sections 10 and 11, Laketon Township, 1.0 mi. 36' Grade, 24' 8" aggregate base.	1,400.94
63-20-P, GRAND HAVEN ROAD from Seaway Drive to Hile Road, Norton Township. Storm sewer, (engineering of project).	904.11
63-21-P, MILL IRON ROAD from M-46 to 0.25 mi. north, Muskegon Township. 36' Grade, sub-base, 22' 6" compacted gravel base, prime and double seal bituminous surface.	4,898.03
*63-22-P, MOORLAND ROAD from Heights-Ravenna Road to 0.5 mi. north, Ravenna Township. Scarify existing surface, stabilize existing gravel (chempact), 20' prime and double seal bituminous surface.	291.14

Primary Road Construction (Continued)

*63-23-P, MOORLAND ROAD from Sherman Road south 0.5 mi., Ravenna Township. Scarify existing surface, stabilize existing gravel base (lime), 20' prime and double seal bituminous surface.	\$ 238.24
A-16-5-P, POST ROAD, rebuilt 400' of road west of Old 99, White River Township. Laminated wood culvert 10 1/2' span x 7 1/2' rise x 52'.	5,528.67
**L-26-1-P, SHERMAN ROAD from Ensley Road to Swanson Road, north line Section 6, Ravenna Township, 1.0 mi. 36' Grade, 24' 6" compacted gravel.	16,469.05
**M-6-3 & 4-P, BAILEY ROAD from Shaw Road to Peters Road, Casnovia Township, 2.0 mi. Widen base to 24', add gravel to 8", 22' oil aggregate surface.	2,677.89
**O-5X-1 & O-6-1-P, BLACK CREEK and HEIGHTS-RAVENNA ROADS, Black Creek Road from E. Broadway Avenue to Heights-Ravenna Road and Heights-Ravenna Road from Black Creek Road to Dangle Road, Norton and Sullivan Townships, 1.7 mi. 36' Grade, 24' 8" compacted gravel, 22' bituminous concrete surface.	78,769.48
**O-22-3 & 4-P, PONTALUNA ROAD from 600' east of Brooks Road to 250' east of Johnson Road, Fruitport Township, 1.17 mi. 36' Grade, 24' 6" compacted gravel.	39,936.03
**R-14-4 & 5-P, ELLIS ROAD from Angermeyer Road to Ravenna Road, Ravenna Township, 1.60 mi. 20' bituminous aggregate surface.	2,804.46
**R-21-5 & 6-P, RAVENNA ROAD from Wilson Road to Mt. Garfield Road, Ravenna Township, 2.0 mi. 24' 8" compacted gravel, 22' oil aggregate surface.	2,676.68
**P-17-1 & 2 K-17-6-P, MAPLE ISLAND ROAD from Evanston Road to Spaulding Road, Sullivan and Egelston Townships, 2.3 mi. 46' Grade, 24' 8" compacted gravel, 22' bituminous aggregate surface.	30,147.96
**C-26-3-P, WHITE LAKE DRIVE from South Shore Drive to Simonelli Road, north line Section 4, Fruitland Township, 1.04 mi. 36' Grade, 24' 6" compacted gravel surface.	9,189.33
**M-26-5-P, SHERMAN ROAD from Peters Road to Newaygo Road, south side, Section 35, Casnovia Township, 1.0 mi. 36' Grade, 22' 6" compacted gravel surface.	4,118.86

ADVANCE ENGINEERING EXPENSE
FOR 1964 PRIMARY ROAD PROJECTS

64-1-P, BAILEY ROAD from Behler Road to Shaw Road and Peters Road to M-37.	\$1,155.12
64-2-P, RAVENNA ROAD from Ellis Road to Ravenna Village Limits.	1,767.85
64-3-P, HEIGHTS-RAVENNA ROAD from Pennsylvania Railroad to Hilton Park Road.	548.62
64-4-P, MILL IRON ROAD from M-46 to Heights-Ravenna Road.	1,920.98
64-4-P, WHITE LAKE DRIVE from Simonelli Road to US-31.	1,459.75
64-7-P, PONTALUNA ROAD from Martin Road to Grand Haven Road.	233.16
64-12-P, HOLTON-WHITEHALL ROAD from Blue Lake Road west 2.0 mi.	26.22
	<hr style="width: 10%; margin-left: auto; margin-right: 0;"/> \$7,111.70

Primary Road Construction (Continued)

Traffic Light Installation		
Henry Street at Summit Avenue	632.08	
Henry Street at Norton Avenue	843.39	
R.R. Flasher at Hackley Avenue	<u>2118.13</u>	\$ 3,593.60
Final Determination of 1961 and 1962		
F.A.S. Projects		
Henry Street from Hendricks Road to Pontaluna Road	987.73	
Airport Road east of Grand Haven Road R.R. Flasher	<u>8269.87</u>	9,257.60
		<hr/>
TOTAL PRIMARY ROAD CONSTRUCTION		\$684,520.61

*Denotes construction not completed

**Denotes construction started prior to 1963 and completed in 1963

MUSKEGON COUNTY ROAD COMMISSION

Local Road Construction

HOLTON TOWNSHIP

63-50-L, BRICKYARD ROAD from M-20 north 0.5 mi. 32' Grade, sand sub-base, 22' 6" compacted gravel.	\$ 6,770.21	
63-61-L, BRICKYARD ROAD from Marvin Road south 0.5 mi. 32' Grade, 12" sand sub-base, 22' 6" compacted gravel.	8,759.23	
63-62-L, CRYSTAL LAKE ROAD from Brickyard Road east 0.5 mi. 32' Grade, 12" sand sub-base, 22' 6" compacted gravel.	8,682.95	
63-63-L, BRICKYARD ROAD from Meinert Road north 0.5 mi. 32' Grade, 12" sand sub-base, 22' 6" compacted gravel.	<u>8,669.63</u>	\$ 32,882.02

CEDAR CREEK TOWNSHIP

63-51-L, BEAN ROAD from Bayne Road to Maple Island Road, north side Section 36, 0.24 mi. 28' Grade, 22' x 6" compacted gravel, 20' prime and double seal bituminous surface.	5,213.76	
H-23X-6-L, BAYNE ROAD from Maple Island Road north 0.88 mi. 28' Grade, sand cushion, 22' 6" compacted gravel, prime and double seal bituminous surface.	<u>14,120.41</u>	19,334.17

MUSKEGON TOWNSHIP

63-52-L, FRANKLIN STREET from Laketon Avenue to Young Avenue. Grade, gravel, curb and gutter, 31' back to back, 1 1/2" bituminous concrete surface.	24,455.08	
63-75-L, ANNA AVENUE from Roberts Street to Creston Street. Grade, add gravel to 22' 6" compacted, 20' bituminous concrete 4.12 (160#).	4,931.99	
63-76-L, BEARDSLEY STREET between Glenside Blvd. and Pine Grove Street. Grade, storm sewer, concrete curb and gutter 31' back to back of curb, 6" compacted gravel base, bituminous concrete surface 4.12 (160#).	12,511.78	
CRESTON STREET between McLaughlin Avenue and Apple Avenue. Grade, gravel, curb and gutter, bituminous concrete surface.	<u>12,091.35</u>	53,990.20

Local Road Construction (Continued)

EDELSTON TOWNSHIP

63-53-L, MARJORIE, LEONA, ROSENGREN, COLLEEN
and SEPMAN Streets, Wolf Lake Manor Sub'd.
3,984'. 36' Grade, aggregate base correction
and 20' prime and double seal bituminous
surface.

\$ 5,354.02

63-54-L, WOODRIDGE STREET, Woodridge Sub'd.,
M-46 south 1700'. 36' Grade, aggregate base
correction and 20' prime and double seal
bituminous surface.

2,161.16

63-55-L, JEFFERSON STREET from Wolf Lake Road
to Marion Street, 0.25 mi. 36' Grade, 22' 6"
compacted gravel and 20' prime and double seal
bituminous surface.

3,813.41

63-56-L, HOLIDAY STREET, Woodridge Sub'd.,
M-46 south 1700'. 36' Grade, aggregate base
correction and 20' prime and double seal
bituminous surface.

2,246.08

63-57-L, WOODCREST STREET, Woodridge Sub'd.,
M-46 south 1700'. 36' Grade, aggregate base
correction and 20' prime and double seal
bituminous surface.

2,233.22

63-58-L, SULLIVAN ROAD from Hall Road to M-46,
1.0 mi. 36' Grade, 22' 6" compacted gravel
and 20' prime and double seal bituminous
surface.

14,870.71

63-60-L, MARION STREET from Jefferson Avenue to
Hall Road, 0.13 mi. 36' Grade, 22' 6" compacted
gravel, prime and double seal bituminous surface.

1,986.68

63-78-L, BARNES ROAD, 0.4 mi. south of M-46.
Replace existing bridge structure over Big Black
Creek with a 5 opening 5' x 4' x 24' laminated
wood box culvert.

3,818.29

\$ 36,483.57

MONTAGUE TOWNSHIP

*63-59-L, AITKEN STREET and ARVA STREET, Schiller
Sub'd. 1445', 0.27 mi. Condition aggregate
surface and 20' prime and double seal bituminous
surface.

56.99

B-18-1-L, HANCOCK ROAD from Whitbeck Road to
Lamos Road, 1.0 mi. Grade, gravel (25 cyds. per
sta.), pulvi-mix bituminous surface.

16,417.71

16,474.70

Local Road Construction (Continued)

FRUITLAND TOWNSHIP

63-64-L, LAKEWOOD ROAD from Nestrom Road to Zellar Road, 1.5 mi. 20' prime and double seal bituminous surface.	\$ 5,746.09	
63-65-L, MCMILLAN ROAD from Weber Road to Orshall Road, 2.0 mi. 32' Grade, 22' 6" compacted gravel.	21,315.49	
F-6-3-L, LAKEWOOD ROAD from Orshal Road to Zellar Road, 0.5 mi. Grade, 22' 6" compacted gravel surface.	10,802.91	
F-19-4-L, GREEN CREEK ROAD from Bard Road to Duck Creek Road, 1600'. Grade and gravel.	6,475.69	
F-19-5-L, GREEN CREEK ROAD from McMillan Road to Bard Road, 1.0 mi. Grading, tree removal, driveway culverts and add gravel.	3,168.23	
**F-19-6-L, GREEN CREEK ROAD from River Road north 900'. Grade, 12" sand cushion and 22' 6" compacted gravel surface.	111.24	\$ 47,619.65

WHITE RIVER TOWNSHIP

63-66-L, CHASE ROAD from Fruitvale Road to Eilers Road, 1.0 mi. 32' Grade, sand sub-base, 22' 6" compacted gravel.	23,680.66	23,680.66
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DALTON TOWNSHIP

*63-67-L, TYLER ROAD from US-31 to Hyde Park Road, 0.79 mi. 32' Grade, sand sub-base, 22' 6" compacted gravel.	1,075.92	
63-68-L, AGARD ROAD from US-31 to Hyde Park Road, 0.78 mi. 32' Grade, sand sub-base, 22' 6" compacted gravel.	13,664.40	
63-69-L, AUTOMOBILE ROAD from Riley-Thompson Road south 0.5 mi. 20' prime and double seal bituminous surface.	2,100.28	
63-70-L, BARD ROAD from C & O R.R. to US-31, 0.3 mi. 20' prime and double seal bituminous surface.	1,298.42	18,139.02

LAKETON TOWNSHIP

63-71-L, BENJAMIN ROAD from River Road south 0.75 mi. 20' Prime and double seal bituminous surface.	2,624.74	
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Local Road Construction (Continued)

*63-72-L, FENNER ROAD from Peterson Road west 0.5 mi. 32' Grade, 22' 6" compacted gravel, 20' prime and double seal bituminous surface.	\$ 316.18	
*63-73-L, FENNER ROAD from Weber Road to Green Creek Road. 32' Grade, 22' 6" compacted gravel.	447.78	
63-74-L, LAKE STREET from Glenwood Street to Bear Lake, 600'. 32' Grade, 22' 6" compacted gravel.	<u>1,424.93</u>	\$ 4,813.63
<u>NORTON TOWNSHIP</u>		
63-77-L, ESTES STREET from Sherman Blvd. south 0.43 mi. (2300'). 36' Grade, 24' 8" aggregate base, 22' bituminous concrete surface 250# 2 course (4.11).	24,400.54	
County's share for improvement of HOYT STREET from Norton Avenue to Seaway Drive.	<u>5,615.33</u>	30,015.87
ADVANCE ENGINEERING EXPENSE for 1964 Special Assessment Projects		
Young Avenue	827.35	
McArthur Street	454.88	
Nevada Street	922.41	
Wickham Drive	192.69	
Summit Avenue	<u>663.99</u>	<u>3,061.32</u>
TOTAL LOCAL ROAD CONSTRUCTION		\$286,494.81

*Denotes construction not completed

**Denotes construction started prior to 1963 and completed in
1963

MUSKEGON COUNTY ROAD COMMISSION

Primary Road Maintenance

	389.63 Miles Paved Roads	28.58 Miles Gravel & Un- improved Roads
General Maintenance:		
111 Surface Maintenance	\$ 85,171.98	\$ 10,478.32
112 Guard Rail & Posts	5,266.74	
113 Sweeping & Flushing	6,411.46	
114 Shoulder Maintenance	49,067.59	1,107.75
121 Trees & Shrubs	10,446.92	367.14
122 Drainage	27,287.65	614.36
123 Roadside Cleanup	1,700.21	
124 Grass & Weed Control	<u>8,821.37</u>	<u>134.71</u>
Sub Totals	\$194,173.92	\$ 12,702.28
Traffic Services:		
131 Traffic Signs & Signals	19,800.63	305.17
132 Pavement Marking	10,445.11	
133 Mtnce. Tourist Facilities	238.11	
134 Highway Patrol	7,448.89	587.81
141 Snow & Ice Removal	<u>149,965.36</u>	<u>2,186.06</u>
Sub Totals	\$187,898.10	\$ 3,079.04
151 Structure Maintenance	444.82	
161 Field Supervision	<u>13,257.51</u>	<u>1,367.00</u>
Totals	\$395,774.35	\$ 17,158.32
Total Primary Road Maintenance		\$412,922.67

MUSKEGON COUNTY ROAD COMMISSION

Local Road Maintenance

	196.51 Miles Paved Roads	660.45 Miles Gravel & Un- improved Roads
General Maintenance:		
111 Surface Maintenance	\$ 41,557.90	\$154,274.58
112 Guard Rail & Posts	396.13	778.35
113 Sweeping & Flushing	1,592.30	
114 Shoulder Maintenance	6,563.44	6,487.40
121 Trees & Shrubs	2,221.49	11,580.44
122 Drainage	6,151.10	24,575.72
123 Roadside Cleanup	156.72	110.85
124 Grass & Weed Control	<u>3,358.40</u>	<u>5,151.59</u>
Sub Totals	\$ 61,997.48	\$202,958.93
Traffic Services:		
131 Traffic Signs & Signals	1,231.38	1,664.53
132 Pavement Marking	273.95	
141 Snow & Ice Removal	<u>33,296.11</u>	<u>70,318.06</u>
Sub Totals	\$ 34,801.44	\$ 71,982.59
151 Structure Maintenance	77.58	735.60
161 Field Supervision	<u>4,823.83</u>	<u>14,600.11</u>
Totals	\$101,700.33	\$290,277.23
Total Local Road Maintenance		\$391,977.56

MUSKEGON COUNTY ROAD COMMISSION

Equipment Account

Equipment Purchased	Cost	Trade in Allowance	Cash Expenditure
1 Sedan - 2 Door Ford	\$ 2,082.29	\$ 712.22	\$ 1,370.07
1 Sedan - 4 Door Chevrolet	2,111.28	850.28	1,261.00
1 Station Wagon - 4 Door Ford	2,277.00	502.80	1,774.20
2 Front End Loaders - Case	13,804.00		13,804.00
11 Pickups - Chevrolet	19,954.00		19,954.00
2 Trucks - International 30,000 G.V.W. w/Box & Hoist	15,394.00		15,394.00
2 Trucks - Ford 17,000 G.V.W.	5,027.16		5,027.16
3 Trucks - Chevrolet 23,000 G.V.W. Cab & Chassis	12,324.00		12,324.00
4 Trucks - Chevrolet 23,000 G.V.W. w/Box & Hoist	19,328.00		19,328.00
3 Chain Saws - Homelite	1,004.45	160.00	844.45
1 Tractor w/Broom - Ford	3,931.33		3,931.33
1 Maintainer w/Windrow - Huber	8,191.00		8,191.00
2 2" Pumps - Marine	284.18		284.18
1 3/4 Yd. Clamshell Bucket	1,425.00		1,425.00
1 V Plow - Root	995.00		995.00
1 1200 Gal. Brine Tank	532.00		532.00
2 Underbody Scrapers - Root	3,500.00		3,500.00
2 Mobile Radio Units - Motorola	1,257.00		1,257.00
1 18" Lawn Mower - Jacobson	63.70		63.70
1 31" Lawn Mower - Toro	611.00	75.00	536.00

Equipment Account (Continued)

Equipment Purchased	Cost	Trade in Allowance	Cash Expenditure
6 One Way Plows - Gledhill	\$ 5,500.00	\$	\$ 5,500.00
1 Side Dozer	470.00		470.00
3 Snow Wings - Ross	6,243.75		6,243.75
4 Huber Bulldozer Attachments	5,254.00		5,254.00
	<u>\$131,564.14</u>	<u>\$2,300.30</u>	<u>\$129,263.84</u>
Equipment Value 12/31/62	386,135.00		
	<u>\$517,699.14</u>		
Deduct Value of Equipment Traded in or Scrapped		3,006.57	
		<u>\$514,692.57</u>	
Less 1963 Depreciation		107,056.58	
		<u>\$407,635.99</u>	
Equipment Value 12/31/63	\$407,635.99		

MUSKEGON COUNTY ROAD COMMISSION

County Park Expenditures 1963

	Pioneer	Twin Lake	Blue Lake	Meinert	Moore	Patterson	Wolf Lake	Causeway	Mona Lake	Totals
Miscellaneous	\$ 449.00	\$	\$	\$	\$	\$	\$	\$	\$	\$ 449.00
Mtnce. of Grds.	1289.29	801.41	163.36	82.05	322.25	54.54	134.30			2847.20
Mtnce. of Bldgs.	1884.40	701.00	144.67	8.63	934.87	11.98	15.92			3701.47
Sanitary Supplies	371.80	131.99	254.90	79.35	52.00		29.35			919.39
Telephone	295.90	153.75								449.65
Light & Power	487.31	548.75	88.05	243.30	38.57		154.33			1560.31
Insurance	12.00	8.18	12.00	12.00	12.00	12.00	8.18			76.36
Caretaker Salary	1199.90	600.08	400.00	400.00	400.00		400.00			3399.98
Mtnce. of Park Equip.	29.75	48.89								78.64
Water Facilities	195.00									195.00
Dock Facilities			253.51							253.51
Improvement of Grounds	2042.09								97.12	2139.21
Bathhouse		1954.81								1954.81
Flags								17.70		17.70
	\$8256.44	\$4948.86	\$1316.49	\$825.33	\$1759.69	\$78.52	\$742.08	\$17.70	\$97.12	\$18042.23

Park Trustee Salary
 Membership - American Institute Park

	625.00									
	15.00									
	<u>\$18682.23</u>									
1963 County Park Appropriation	18285.00									
Balance in County Park Fund 12/31/62	363.40									
	<u>\$18648.40</u>									
Refund to Parks - Insurance Claim	16.50									
	<u>\$18664.90</u>									
Total Funds Available	18682.23									
1963 County Park Expenditures	18682.23									
Amount Due County Road Fund 12/31/63	17.33									

Capital Expenditures From Public Improvement Fund For Pioneer Park

\$15,000

MUSKEGON COUNTY SHERIFF DEPARTMENT

RECORDS AND IDENTIFICATION BUREAU

1963

<u>Complaints Received and Investigated</u>		<u>1963</u>	<u>1962</u>
1A	Homicides	31	21
1B	Negligent Homicide	0	0
2A	Rape	2	10
2B	Statutory Rape	1	0
3A	Armed Robbery	17	29
3B	Unarmed Robbery	6	0
4	Felonious Assault	10	46
5	Breaking and Entering	425	367
6A	Larceny over \$50.00	51	915
6B	Larceny under \$50.00	908	0
7A	UDAA	147	155
7B	Abandoned Autos	369	276
8	Simple Assault	164	87
9	Forgery	9	13
10	INSF Checks	70	46
11A	Juvenile Complaints	349	0
11B	Shopping Lifting	6	11
12	Weapons	218	222
13	Prostitution	2	3
14A	Sex Offenses	27	14
14B	Sex Offenders	38	32
15	Family Complaints	781	368
16	Narcotics	2	16
17	Liquor Law Violations	170	79
18	Drunk & Disorderly	423	209
19	Disorderly	57	134
20	Vagrancy	1	0
21	Gambling	7	7
22	DUIL	152	92
23	Moving Auto Violations	695	425
24	Parking Violations	263	228
25	Equipment Violations	220	345
26	Vandalism	1021	1326
26.1	Broken Windows	381	0
26.5	Suspicious Persons & Autos	722	385
26.17	Wanted	349	114
26.35	Telephone Calls	80	58
26.41	Suicides	32	30
26.46	Mailbox Complaints	88	105
26.48	Warrants	81	0
27	Natural Deaths	45	35
28	Auto Accidents	2106	1509
29	Fires	517	377
30	Escorts	90	71

MUSKEGON COUNTY SHERIFF DEPARTMENT

RECORDS AND IDENTIFICATIONS BUREAU

1963

<u>Complaints Received and Investigated</u>	<u>1963</u>	<u>1962</u>
31 Assistance	653	754
32 Speeches	28	45
33 Non-Criminal Miscellaneous	379	570
33.2 Dog Bites	218	738
33.4 Miscellaneous Animal Complaints	638	0
33.5 Open Doors	351	191
33.6 Property Checks	270	339
33.10 Missing Persons	379	378
33.11 Stolen License Plates & Bicycles	196	228
33.15 Littering	68	0
34 Boats-Stolen or Lost	82	18
34.1 Boat Accidents	13	5
34.5 Drownings	14	7
34.10 Motorboat Violations	25	39
35 Repairs to Jail Equipment	105	
	<hr/>	<hr/>
Total Complaints Rec. & Investigated	14,113	12,166
 <u>Fingerprints</u>		
Concealed Weapon App. New	763	930
" " " Renewals	432	
PI-Citizenship etc.	163	305
Criminal	2654	1406
	<hr/>	<hr/>
Total Fingerprints	4012	2641
 <u>Photographs</u>		
Mug Shots	1562	300
Accidents	201	
Crime Scenes	163	432
	<hr/>	<hr/>
Total Photographs	1926	732
 <u>Stolen and Recovered Property</u>	 \$145,593.16	 \$169,107.47

MUSKEGON COUNTY SHERIFF DEPARTMENT

MARINE DIVISION

1ST YEAR - 1963

(5/30/63 - 9/1/63)

I	Received 116 complaints - boats, operators & watercraft	
	A. Stolen Boats Recovered	73
	Broken loose or drifted away	41
	Taken & abandoned	32
	B. Watercraft Accidents	9
	Injured	0
	C. Drownings	11
	a. Actual Drownings	4
	b. False Reports	7
II	Patrol Activities	
	a. Summons	29
	b. Boat Inspections	46
	Passed Inspection	14
	c. Assistance	283
	(swamped-no gas-motor trouble etc)	
	d. Defective Equipment- assists	297
III	Equipment and Hours	
	a. Four Boats	
	1-22' inboard - Muskegon Lake	
	2-18' outboard - White Lake	
	3-19' outboard - Mona Lake	
	4-15' outboard - inland lakes	
	b. Gasoline	945.8
	c. Quarts of Oil	276
	d. Man Hours	
	1- Mona Lake	366½
	2- White Lake	547½
	3- Muskegon Lake & other duties	1563
	4- Inland Lakes	900
	5- Water Safety Education Program	20
	6- Patrolled Regattas	59
	Regattas hours	382
		<hr/>
	Total Hours	3773
IV	Improvements Recommended for 1964	
	A. Purchase of one 15' outboard with trailer & Jeep to provide more adequate patrol for County inland lakes.	
	B. One 27' inboard for rougher water than present boats can handle.	

MUSKEGON COUNTY SHERIFF DEPARTMENT

FEEABLE PAPERS PROCESSED

1963

Summons	132.00	
Garnishments	24.70	
Subpoenas	15.75	
Notices	87.00	
Order	5.00	
		<hr/>
Paper Service		264.45
Photo Copies		989.00
No Trespassing Signs		77.60
Costs		991.60
Transporting Prisoners		1004.79
		<hr/>
General Fund		3062.99
Fines to Library Fund		3598.60
		<hr/>
Total to Treasurer		6926.04

MUSKEGON COUNTY SHERIFF DEPARTMENT

NONFEEABLE PAPERS SERVED

1963

	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	TOTAL
Warrants	19	20	23	25	35	30	36	26	31	33	26	28	332
Orders	1	1	0	1	0	2	1	0	0	0	1	0	7
Probate	11	25	27	18	20	19	9	23	11	27	21	12	223
Juvenile	33	16	27	19	18	21	12	21	6	22	24	24	243
Subpoena	16	10	18	24	18	14	16	10	13	20	7	15	181
Attachment	3	0	0	0	2	2	1	1	2	8	10	1	30
Summons	0	2	0	0	2	0	0	0	1	2	0	0	7
Writ	2	0	1	0	0	2	3	4	0	0	0	6	18
Capias	0	1	0	0	0	1	0	0	0	0	0	1	3
1st Call	172	201	292	260	282	220	162	205	150	280	245	198	2667

(This does not include reservice on adjournments, postponements or incorrect addresses.)

Jury Notices Processed	275	West Michigan Foods	2141.31
Meals Served	70590	Hartsema Food Store	4630.13
Prisoners Transferred to Jackson	34	Farr View Dairy	2525.48
Prisoners to DeHoCo	1	Michigan Bakery	1312.50
Prisoners to Traverse City	10	Anderson Meat Co.	2552.28

MUSKEGON COUNTY SHERIFF DEPARTMENT

MILEAGE & GASOLINE FOR CRUISERS

1963

<u>CAR #</u>	<u>YEAR</u>	<u>MAKE</u>	<u>GASOLINE</u>	<u>TOTAL</u>	<u>MILEAGE</u>	<u>TOTAL</u>
80	1960	Ford		524.2		5937
81	1962	Ply.		3603.5		39800
82	1962	Ply. Wag.		2024.0		25504
83	1962	Ply.	2861.6		38539	
	1963	Ford	4615.6	7477.2	58336	96875
84	1962	Ply.	2606.7		31639	
	1963	Ford	4353.1	6959.8	53969	85608
85	1962	Ply.	2148.7		25847	
	1963	Ford	4003.8	6152.5	48226	74073
86	1962	Ply.	3393.5	3393.5		42168
87	19	Jeep	236.1	236.1		2802
88	1960	Ply.		309.9		3986
90	1960	Ply.	419.1		4600	
	1963	Ford	754.3	1173.4	9144	13744
91	1960	Ply.	531.1		10381	
	1963	Ford	663.8	1194.9	8081	18462
97	1962	Ply.	426.5		6854	
	1961	Ply.	685.2	1111.7	6758	13612
98	1961	Ply.	500.8		6120	
	1963	Ford	474.1	974.9	10232	16352
				<u>35135.6 Gasoline</u>	<u>438923 Miles</u>	

MUSKEGON COUNTY SHERIFF DEPARTMENT

ACCIDENT SUMMARY

1963

<u>Acc.</u>	<u>2106</u>	<u>Veh.</u>	<u>3821</u>	<u>Inj.</u>	<u>1055</u>	<u>Ped. Inj.</u>	<u>52</u>	<u>Bike Inj.</u>	<u>37</u>	<u>Car/Train-1</u>	<u>Total</u>	<u>Dead</u>	<u>29</u>
<u>TOWNSHIPS</u>											<u>MALE</u>	<u>FEMALE</u>	
Blue Lake				13				20 and under			583	138	
Casnovia				25				21 30			704	174	
Cedar Creek				24				31 40			507	215	
Dalton				153				41 50			458	156	
Egelston				137				51 60			307	77	
Fruitland				48				61 and over			202	39	
Fruitport				111									
Holton				32				<u>TIMES</u>					
Laketon				98				8:01 AM to Noon				240	
Montague				7				12:01 PM to 4 PM				500	
Moorland				33				4:01 PM to 8 PM				579	
Muskegon				822				8:01 PM to Midnite				363	
Norton				501				12:01 PM to 4 AM				212	
Ravenna				44				4:01 AM to 8 AM				130	
Sullivan				11									
Whitehall				35				<u>DAYS</u>					
White River				4				Monday				244	
Roosevelt Park				8				Tuesday				239	
				<u>2106</u>				Wednesday				251	
								Thursday				278	
								Friday				383	
								Saturday				432	
								Sunday				279	

MUSKEGON COUNTY SHERIFF DEPARTMENT

TRAFFIC FATALITIES

1963

1	Rose Newville	2 car	Norton 2-6-63	Seaway & Green
2	Stanley Homan	Ped.	Muskegon 3-7-63	Becker E. of Roberts
3	Jesse L. Filbrun	2 car	Montague 3-13-63	US-31 No. of Fruitvale
4	Nellie Hart (Died 4-1-63)	1 car	Cedar Crk 3-39-63	Maple Island & Sweeter
5	Richard Wayne Jenkins	Ped.	Egelston 4-7-63	Hall Rd. & Stewart St.
6	George Metcalf	2 car	Fruitport 4-9-63	US-31 X-Way at Airline Rd.
7	Leonard Hapeman	1 car	Fruitport 4-20-63	US-31 X-Way at Airline Rd.
8	Debra Sorenson	Ped.	Sullivan 4-27-63	Hts. Ravenna E. of Sullivan
9	Lucille Lulöfs	Ped.	Norton 5-11-63	Lincoln S. of Sherman
10	Thomas M. Hofbaur	Ped.	Fruitport 6-8-63	Airline NW of Sternberg
11	John J. Tejchma	Ped.	Norton 6-14-63	Sherman W. of Wickham
12	Effie N. Longsdorf	Ped.	Fruitland 6-28-63	Lorenson & Todd
13	Plyllis Steenhagen	Ped.	Fruitport 7-2-63	6th S. of Elm-Fruitport
14	Judy Kenny	2 car	Casnovia 7-7-63	Laketon & Trent
15	Lorraine Scott	Car/Bike	White River 7-11-63	Post Rd. W. of Lamos Rd.
16	Marjorie Gay Hermanson	Car/Bike	White River 7-11-63	Post Rd. W. of Lamos Rd.
17	Frank Howarth (Died 7-13-63)	2 car	Moorland 7-7-63	M-46 at Ravenna
18	Henry Holcomb	Ped.	Roosevelt Pk. 7-18-63	Summit Rd. *875 West
19	Rolland Manning	2 car	Muskegon 7-21-63	Harvey N. of Marquette
20	Doris E. Evanauski	1 car	Cedar Creek 8-11-63	Maple Island N. of Bayne
21	Bernice E. Peck	1 car	Holton 8-17-63	Holton Rd. S. of Crystal Lake
22	Robert G. Dowling	2 car	Montague 9-6-63	Meinert & Ochs Rd.
23	Flossie Glockzin	2 car	Muskegon 9-25-63	Harvey N. of Marquette
24	Pauline F. Boerema	Ped.	Fruitland 10-16-63	US-31 S. of Bell Rd.
25	Bonnie Ann Knuth	1 car	Egelston 10-18-63	M-46 W. of Ensley

MUSKEGON COUNTY SHERIFF DEPARTMENT

TRAFFIC FATALITIES

1963

26	Dolly Ely (Died 10-30-63-Covered by State PD)	2 car	Moorland 9-29-63	M-46 & Moorland Rd.
27	John Calvin Kroening	1 car	Dalton 11-2-63	US-31 N. of River Rd.
28	Stacey Gaultney	3 car	Norton 11-13-63	Seaway at Getty
29	Paul C. Mork	Ped.	Dalton 12-3-63	US-31 S. of Duck Lake Rd.

MUSKEGON COUNTY SHERIFF DEPARTMENT

DRIVERS LICENSE DIVISION

1963

Month	Orig. Lic.	Oper. Lic.	Chauf.	Dup. Oper.	Dup. Chauf.	Corr. Lic.	Rest. Lic.	Road Tests	Rebate State	Total Rec.
Jan.	95	950	156	28	3	16	-	92	762.00	3215.00
Feb..	86	840	179	30	2	18	-	84	602.00	2968.25
Mar.	94	983	152	50	-	24	-	42	726.00	3301.50
Apr.	135	870	162	39	1	14	-	139	886.50	3200.50
May	84	835	142	31	3	20	-	106	675.50	2848.00
Jun.	119	823	153	28	-	23	-	124	687.50	2982.25
Jul.	452	872	166	54	2	25	-	466	1216.50	4500.50
Aug.	489	842	170	47	-	30	-	503	1501.00	4575.50
Sept.	165	705	142	31	1	29	-	133	996.50	2845.00
Oct.	191	695	173	33	2	22	1	203	813.50	3013.25
Nov.	155	633	142	38	-	18	-	177	697.50	2631.00
Dec.	83	646	147	31	1	12	1	74	562.50	2383.25
Totals	2148	9694	1884	440	14	239	1	2068	9365.00	38464.00

TICKETS ISSUED

Oper. License Violations	196	Speeding	273
No Vehicle Registration	11	Parking Violations	161
Car not under control	80	Failure to use due caution	9
Defective Equipment	173	Failure to yield right of way	33
License Plate Violations	45	Improper passing	15
Disobey Stop Signs	29	Illegal use of Spotlight	1
Hit & Run	3	Improper Lane Usage	8
Improper Turn	13	Failure to Signal	1
Excessive Noise	15	Reckless Driving	15
Disobey Traffic Signal	16	Careless Driving	6
Follow too close	4	Disobey Road closed sign	1
Failure to dim lights	1	Littering	10
Int. Funeral	1	Allowing Unlic. Pers. to Drive	19
Total tickets issued	1139	(587)	(552)

ANNUAL REPORT OF SOLDIERS & SAILORS RELIEF COMMISSION
FOR CALENDAR YEAR 1963

Total No. of Calls, Telephone and Personal,
at office of Secretary for 1963:

Spanish-American War	6
World War One	33
World War Two	48
Korean War	8
Calls directed to other Relief agencies	25
Calls (Telephone) seeking information	<u>81</u>
Total	201

Amount and Nature of Relief Orders Granted:

Food	\$833.00
Prescriptions and Drug Supplies	94.24
Transportation to Hospitals	128.81
Gas bills (not for heating)	42.89
Fuel (heating)	76.84
Lights	48.77
Clothing	19.09
Rent	6.00

Office Expense:

Mimeographing	3.50
	<u>\$1,253.14</u>

Burial Benefit Claims Received and Investigated	147	
Burial Benefit Claims Rejected	11	
Burial Benefit Claims Allowed	136	
Burial Benefit Claims Paid-136 @ \$200.00 each		\$27,200.00

Salaries and Expense of Commission:

Andrew J. Bradley	\$100.00
Forrest J. Hall, Vice Chairman	100.00
Arthur J. Reed, Secretary	<u>650.00</u>
	\$850.00

Total Amount Appropriated for Relief	\$2,800.00
Amount Allowed for Salaries & Expenses	<u>850.00</u>
Net Amount Available for Relief	\$1,950.00

Arthur J. Reed, Secretary
Muskegon County Soldiers & Sailors Relief Commission

To The Honorable Board of Supervisors
Muskegon County, Michigan

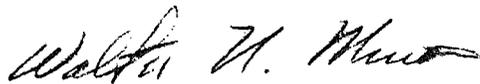
Gentlemen:

The Muskegon County Board of Social Welfare takes pleasure
in presenting its annual report covering the calendar year
ending December 31, 1963.

Respectfully submitted,

MUSKEGON COUNTY BOARD OF SOCIAL WELFARE

E. Harry Norris, Chairman
John G. Swenson
(Mrs.) Lois B. Harris



Walter N. Minor, Director
WNM:mp

In presenting this report, we wish to do more than merely present statistical figures. Behind all of the numbers on the following pages are stories of need brought about by illness, chronic disease of old age, lack of job opportunities, family breakups, etc. It is our moral and legal responsibility to provide for the persons in need who come under our jurisdiction and this we have tried to do. It is also our responsibility to wisely disburse the public funds made available to us and this we have also tried to do.

DIRECT RELIEF

The year of 1963 started with a normal winter case load of 572 cases. The case load continued to rise to a high of 676 cases on March 25, 1963. We did not experience the normal sharp drop in case load between April and May but saw, instead, a more gradual decline with a low point of 465 cases on October 15, 1963. Since October, the case load rose to 595 cases on December 31, 1963. The low point in the case load was reached later in the year than normally and the rise in case load since then was not as pronounced as in the past. Direct relief expenses were lower in 1963 than they were in 1961 and 1962.

Net Direct Relief Costs	<u>1961</u>	<u>1962</u>	<u>1963</u>
	\$ 748,838.91	\$ 703,988.67	\$ 681,708.22

We believe that some of the factors contributing to the pattern of the 1963 case load were:

1. Weather:

- a. The weather in the spring caused a poor harvest season. This type of work normally takes a large number of persons off relief rolls from July through October.
- b. The warm late fall allowed seasonal workers to remain at their jobs longer. We had a late "low case load" and the upswing since then has been more gradual than in past years.

2. Increase in Percentage of Older Persons: Each year has shown an increase in the percentage of persons over 60 in our population. This is reflected in our increased nursing home case load which on December 31 was at 142 cases.

3. Lack of Job Opportunities for Young and Untrained Workers: A large percentage of our employable case load consists of younger untrained workers; persons who left school prior to graduation and are prepared only for manual labor. There are simply not enough of these type jobs to go around, especially in the colder months of the year.

SURPLUS FOODS

In January 1963, we serviced 2,945 cases and increased monthly to a high load of 3,078 cases in March. The lowest load was in November with 2,115 cases and in December we were up to 2,242. November's load was the lowest since January 1961. The drop in case load was due, we feel, to better economic conditions and to a better system of checking the eligibility of borderline applicants.

Cost of Commodities, Distribution and Storage	<u>1961</u>	<u>1962</u>	<u>1963</u>
	\$ 53,529.94	\$ 58,167.13	\$ 46,899.88

HOSPITALIZATION

The rising costs of hospitalization have continued through the year and efforts to find ways to hold down these costs have not been successful. We have been faced with constantly increasing rates at the hospitals and a rising number of eligible persons requiring hospitalization.

	<u>1961</u>	<u>1962</u>	<u>1963</u>
Total Hospital Disbursements	\$ 459,020.53	\$ 496,595.71	\$ 662,542.67
Net County Costs	182,983.49	216,882.06	270,389.92

ADMINISTRATION COSTS

Administrative costs were up \$25.40 over 1962 and \$479.52 over 1961. Had it not been for a salary increase granted in 1963, (\$4,550.00 increase) we would have shown a decrease in cost in this area for 1963.

	<u>1961</u>	<u>1962</u>	<u>1963</u>
Net Administrative Expenditures	\$ 144,079.51	\$ 144,533.63	\$ 144,559.03

MEDICAL CARE FACILITY

We feel that 1963 was a year of real progress at the Medical Care Facility. An in-service training program was instituted for all nursing department personnel and this has resulted in greatly improved patient care. A safety committee of employees was established with monthly tours of the Facility and subsequent recommendations. Odor control units have been placed throughout the Facility with excellent results. A full-time painter was added to the Facility staff and there has been a tremendous improvement in the appearance of the patient rooms and hallways.

Although total gross operating expenses were increased over 1962 costs (\$13,891.12), the net cost to the county was down for the third straight year.

	<u>1961</u>	<u>1962</u>	<u>1963</u>
Gross Operating Cost	\$ 573,579.69	\$ 590,292.71	\$ 604,183.83
Net Cost To County	125,185.27	98,991.41	93,757.89

WORK RELIEF

All adult males receiving assistance are required to perform work relief unless a physician's statement is presented, certifying that the man is unemployable. If an employable man does not work, he is ineligible for assistance. Work is assigned at the rate of one hour for each \$1.25 assistance rendered. In 1963, work relief labor totaled 31,711 hours for various units of local government and at our current rate would have been worth \$40,138.75.

1963 WELFARE DEPARTMENT COSTS

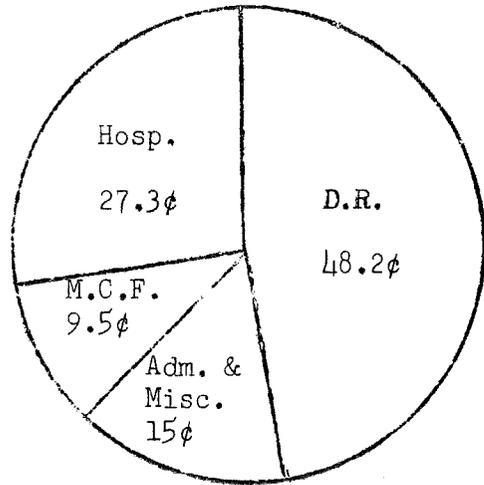
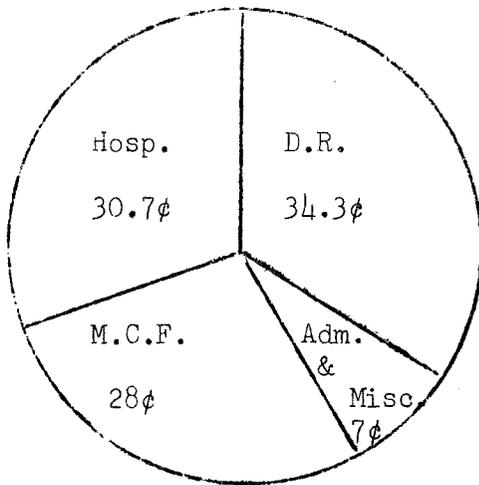
Total Disbursements (State and County Money)

Net County Costs

Direct Relief	\$ 740,482.95	\$ 477,195.75
Medical Care Facility	604,183.83	93,757.89
*Administration	145,248.10	144,559.03
Hospitalization	662,542.67	270,389.92
*Miscellaneous	5,650.12	4,084.00
	<hr/>	<hr/>
	\$ 2,158,107.67	\$ 989,986.59

Money Available To Department

County Appropriated Money



Of each dollar available to the Welfare Department (County and State funds) expenditures were made as shown above.

From each dollar appropriated by the County to the Welfare Department, expenditures were made as shown above.

*Administration and Miscellaneous Disbursements have been combined on graph.

SOCIAL WELFARE DIRECT RELIEF ACCOUNT

FOR YEAR 1963

DIRECT RELIEF DISBURSEMENTS

Cash Payments	\$ 1,330.15
Food	239,984.52
Fuel	24,376.13
Clothing	13,600.40
Medical	92,775.20
Burial	5,670.00
Dental Services	1,705.00
Water & Electric	10,324.11
Rent	113,274.36
Household Necessities	364.22
Nursing Home Care	190,399.88
Surplus Commodities	35,265.66
Room & Board	4,610.30
Transportation	1,106.85
Miscellaneous	4,029.00

738,815.78

Other Counties 1,667.17

Total Direct Relief Disbursements

\$740,482.95

Less Refunds

58,774.73

 Refunds from Other Counties 104.52

 Vendor Payments from State (MAA) 9,741.40

 All Other Refunds & Check
 cancellations 48,928.81

NET DIRECT RELIEF COSTS

\$681,708.22

January 1, 1963 through December 31, 1963

ACCUMULATED VALUES AND SERVICE CHARGES

Commodity	Amount Received	Value	Service Charge
1. Cornmeal, 5# bags	24,660 bags	\$ 7,398.00	\$ 1,233.00
2. Cheese, process, 5# loaf	25,932 loaves	57,050.40	5,186.40
3. Flour, all purpose, 10#	41,250 bags	33,000.00	4,125.00
4. Flour, whole wheat, 10#	1,335 bags	801.00	133.50
5. Lard, lbs.	69,744 lbs.	10,461.60	2,092.32
6. Milk, NFD, 4 $\frac{1}{2}$ # pkg.	31,524 pkgs.	39,720.24	2,521.92
7. Rice, lbs.	107,808 lbs.	16,171.20	1,078.08
8. Beans, lbs.	97,960 lbs.	14,694.00	1,007.60
9. Butter, lbs.	108,768 lbs.	70,699.20	3,263.04
10. Chopped Meat, 30 $\frac{1}{2}$ oz. can	110,520 cans	138,150.00	4,420.80
11. Peanut Butter, 2# can	31,360 cans	23,520.00	1,254.40
12. Shortening, 3# cans	12,612 cans	9,459.00	756.72
13. Rolled Wheat, 3# tube	21,852 tubes	9,833.40	655.56
TOTALS	1,476,400 lbs. (units converted to pounds)	\$430,958.04	\$27,728.34

PARTICIPATION - NUMBER OF ELIGIBLES WHO RECEIVED

Category	Cases That Received	Persons Who Received
1. Direct Relief	4,051	16,558
2. Bureau	10,051	33,280
3. Unemployment Compensation	2,247	11,332
4. Social Security	4,116	9,514
5. Other	9,623	45,357
TOTALS:	30,088	116,041

PARTICIPATION:

Number Cases Certified By County Welfare Department	36,057
Number Cases That Actually Received	30,088
Number Persons Certified By County Welfare Department	139,417
Number Persons Who Actually Received	116,041
Per Cent Who Received	83%
Average Food Value Per Person, Per Month	\$3.71
Average Food Value Per Person, Per Year	\$44.52
Average Service Charge Per Person, Per Month (including administrative, distribution and service costs)	\$.4042

STATISTICAL COMPARISONS

	Cases Rec. Relief		Applications Received		Cases Opened		Cases Closed	
	<u>1962</u>	<u>1963</u>	<u>1962</u>	<u>1963</u>	<u>1962</u>	<u>1963</u>	<u>1962</u>	<u>1963</u>
January	770	669	224	216	163	114	63	68
February	814	703	179	178	128	106	72	62
March	842	731	135	138	110	93	78	69
April	752	700	92	133	55	69	143	91
May	677	638	71	116	47	68	163	126
June	570	588	80	133	56	63	150	138
July	507	586	69	149	50	60	106	69
August	504	565	85	160	63	64	88	86
September	475	522	117	124	67	59	62	85
October	525	516	154	179	110	68	57	66
November	552	539	100	180	75	87	53	60
December	611	600	173	190	119	106	54	62
			<u>1479</u>	<u>1896</u>	<u>1043</u>	<u>957</u>	<u>1089</u>	<u>986</u>

Average number of cases receiving relief per month in 1963 was 613 as compared to 633 in 1962.

Average monthly net expenditure case cost for 1963 was \$92.67 as compared to \$92.68 in 1962.

STATISTICAL COMPARISONS

<u>REASONS FOR OPENING CASES</u>	1962		1963	
	<u>No.</u>	<u>%</u>	<u>No.</u>	<u>%</u>
Discontinuance of U.C. to person in assistance group	84	8.0	57	5.9
Illness or disablement	138	13.2	115	12.0
Lay-off, discharge, etc.	392	37.6	316	33.0
Loss of wage earner by death or absence	99	9.5	128	13.4
Depletion of savings	91	8.7	100	10.5
Loss or decrease of contributions from relatives	30	3.0	37	3.8
Other change in economic circumstances	112	10.8	134	14.0
Supplementation to another assistance payment	96	9.2	67	7.0
Others	1	0	3	0.0
Totals	1043	100	957	100

REASONS FOR CLOSING CASES

Employment or increased earnings	477	43.8	322	32.7
Increased support from relatives	28	2.6	31	3.1
Increase in other resources	79	7.3	86	8.7
Other material change in economic circumstances	98	9.0	94	9.5
Originally ineligible	9	0.8	16	1.6
Admitted to institution	23	2.0	30	3.0
Receipt of another type of aid	92	8.4	94	9.5
Moved out of jurisdiction	37	3.4	34	3.4
Other reasons	112	10.3	154	15.6
Supplementation to another type of assistance discontinued	76	7.0	59	6.0
Death	58	5.3	66	6.7
Totals	1089	100	986	100

BREAKDOWN OF NUMBER OF CASES SERVICED AND COSTS BY COMMITMENT FOR 1963

UNIT	TOTAL COST	AV. NO. CASES PER MO.	AV. NO. PERSONS PER CASE
Blue Lake Township	\$ 21,736.18	10.75	7.6
Casnovia Township	1,833.47	1.75	5.2
Cedar Creek Township	10,282.44	7.67	5.2
Dalton Township	29,549.26	20.91	5.3
Egelston Township	20,215.88	23.00	3.9
Fruitland Township	8,324.24	6.42	5.5
Fruitport Township	10,789.26	11.75	4.0
Holton Township	1,464.56	1.92	3.0
Laketon Township	2,993.57	3.08	3.6
Montague Township	2,573.65	1.75	5.6
City of Montague	1,095.78	1.17	5.3
Moorland Township	2,815.97	2.57	5.0
Muskegon Township	30,954.54	30.92	3.9
City of North Muskegon	None		
Norton Township	18,417.97	18.17	4.4
Ravenna Township	1,842.37	1.58	7.0
Sullivan Township	4,087.39	3.92	5.3
Whitehall Township	336.73	.42	7.6
City of Whitehall	512.82	1.00	2.0
White River Township	1,384.03	1.42	3.0
City of Muskegon Heights	130,977.74	120.92	4.0
City of Muskegon	169,189.48	186.50	3.2
Convalescent Homes	243,349.62	155.50	1.0
TOTALS	\$714,726.95	613.08	3.2

1963 WORK RELIEF

Projects In Operation During 1963

<u>Project</u>	<u>Hours</u>
County Building	6,588
Shady Rest Cemetery	2,276
City of Muskegon Cemeteries	4,188
Muskegon County Animal Shelter	3,117
Muskegon County Medical Care Facility	1,535
Mona View Cemetery	4,133
Norton Township	294
City of Montague	412
Surplus Commodities Division	1,402
Dalton Township	4,385
Fruitport Township	939
Twin Lake Cemetery	1,199
Egelston Township	1,243
Total Hours	<u>31,711</u>

COUNTY MEDICAL CARE FACILITY DISBURSEMENTS (Direct Relief)

Personal Services	\$439,238.18
Director & Office Personnel	\$ 17,408.74
Physician & Nursing Staff	270,313.14
Lab. & X-ray Technicians	8,932.81
Culinary Department	38,960.23
Housekeeping Department	38,473.67
Eng. & Bldg. Main. Dept.	31,058.47
County Share SS & Ret. Tax	34,091.12
Food	39,212.66
Fuel	5,686.64
Clothing & Bedding	5,433.23
Medical	23,144.00
Hospital Supplies	43,655.43
Building Maintenance	6,478.62
Equipment Repairs	1,073.23
Telephone & Postage	1,103.92
Truck Expense	1,089.84
Workmen's Compensation Insurance	2,801.38
Laundry	28,112.08
Water & Electric	7,154.62
	<hr/>
Gross Operating Disbursements	604,183.83
Less Operating Refunds & Cancellations	60.50
	<hr/>
Net Operating Disbursements	604,123.33
Less Refunds:	
Vendor Payments from State (MAA)	376,901.43
Payments of OAA, AB & AD recipients from grants	14,631.00
Payments from other counties	1,023.00
Other Refunds (includes OASI & Pension checks from patients)	80,183.06
	<hr/>
Total Refunds	472,738.49
Less Return of Refunds or Collections	2,555.00
	<hr/>
Net Refunds	470,183.49
	<hr/>
County Medical Care Facility Net Expenditures	\$ 133,939.84

The patient population at the Medical Care Facility at the end of 1963, by classification, was:

Total Number		129	
Male	58	65 years and over	116
Female	71	45 thru 64 years	10
		18 thru 44 years	3
		Under 18 years	0

New admittances during the year totaled 153 with 47 of this number being upon the order of the Probate Court for care in the maximum security section. A total of 978 days was spent in this section.

Based on 48,365 patient-days during the year, with net operating disbursements of \$604,123.33, the cost per patient-day was \$12.49. Taking into consideration the \$470,183.49 the Department collected from MAA vendor payments from the State, assistance grants, Social Security, pensions, claims, guardianships, etc., the net cost per patient-day was reduced to less than \$2.77.

The following is a brief report on the activities of the X-ray and Laboratory Department of the County Medical Care Facility for the year 1963:

HEMATOLOGY

Hemoglobin	533
Red Blood Count	542
White Blood Count	739
Sedimentation Rate	57
Differentials	739
Hematocrit	137
Icteric Index	10
Color Index	22

BLOOD CHEMISTRY

Blood Sugar	1038
N.P.N.	44
B.U.N.	46
Bilirubin	14

URINALYSIS

Complete	858
Separate Determinations	24
Culture & Sensitivity	74

SPECIMENS FOR OTHER LABORATORIES

State Lab. - Kahn	33
- Sputum	22
Other Laboratories	18
EKG	85
X-Rays - MCF	722
- Other Hospitals	0
Tuberculin Skin Tests	110

SOCIAL WELFARE DIRECT RELIEF FUND SUMMARY

Cash on hand January 1, 1963	\$ 19,575.31	
State Balance	\$ -19,442.39	
Local Balance	39,017.70	
Local Contributions	538,049.98	
State Contributions	258,050.00	
Refunds - Direct Relief	58,774.73	
- Medical Care Facility	470,183.49	
		<hr/>
Total Amount Available		\$ 1,344,633.51
Less Disbursements:		
Direct Relief	\$ 740,482.95	
Medical Facility	604,123.33	1,344,606.28
		<hr/>
Cash on hand December 31, 1963		27.23
State Balance	\$ -6,083.06	
Local Balance	6,110.29	
Less Accounts Payable December 31, 1963		36,666.19
		<hr/>
UNOBLIGATED CASH BALANCE DECEMBER 31, 1963		\$ -36,638.96

Net Direct Relief Expenditures	\$ 681,708.22
State Share - 30%	\$ 204,512.47
Local Share - 70%	477,195.75
Net Medical Care Facility Expenditures	\$ 133,939.84
State Share - 30%	\$ 40,181.95
Local Share - 70%	93,757.89

FOR YEAR 1963

HOSPITALIZATION DISBURSEMENTS

Hackley Hospital	\$ 232,555.37	
Mercy Hospital	124,315.72	
Muskegon Osteopathic Hospital	55,478.45	
University of Michigan Hospital	8,793.86	
Northshore Hospital	107,857.38	
Miscellaneous Hospitals	13,903.96	
Physicians & Surgeons	111,108.18	
Ambulance & Transportation	1,177.00	
Other Counties	1,537.31	
Home Nursing	3,760.00	
Miscellaneous Hospitalization	1,231.94	
Refunds on Overpayments	823.50	
	<hr/>	
Total Hospitalization Disbursements		\$ 662,542.67

REFUNDS:

Vendor Payments from State - MAA (90%)	189,705.68	
- AD (30%)	3,483.09	
- AB (90%)	8,115.36	
- ADC (90%)	39,095.66	
- OAA (90%)	112,505.42	
Other Counties	338.93	
Other Refunds	38,908.61	
	<hr/>	
Total Refunds		\$ 392,152.75

NET HOSPITALIZATION COSTS

\$ 270,389.92

The number of applications made in 1963 was 1469 against 1251 made in 1962, while 1269 were approved in 1963 against 1048 in 1962. Total number of patient days in all hospitals during 1963 was 19,208 against 12,903 in 1962.

Approved applications were composed of the following categories:

	<u>1962</u>	<u>1963</u>
Old Age Assistance	202	241
Aid to Dependent Children	139	137
Aid to Blind	4	7
Aid to Disabled	12	38
Medical Aid for the Aged	267	355
Direct Relief	228	202
Social Security	20	30
All Others	176	259
	<hr/>	<hr/>
	1048	1269

ADMINISTRATIVE DISBURSEMENTS

Personal Services		\$ 124,424.59	
Board & Director	\$ 11,810.43		
Other Employees	106,965.19		
Payroll Taxes	5,648.97		
Office Supplies		2,448.35	
Postage		1,638.80	
Equipment Repairs		868.86	
Administrative Travel		2,745.58	
Surplus Foods		11,634.22	
Legal Fees		880.80	
Bond Premium		210.68	
Equipment		396.22	
Total Administrative Disbursements		<u>\$ 145,248.10</u>	
Less Refunds		689.07	
NET ADMINISTRATIVE EXPENDITURES			<u>\$ 144,559.03</u>

MISCELLANEOUS DISBURSEMENTS

<u>ITEM</u>	<u>Disbursements</u>	<u>Refunds</u>	<u>Net Cost</u>
County Property	\$ 850.62	\$ 580.65	\$ 269.97
Shady Rest Cemetery & Burials	2,119.84	985.47	1,134.37
Medical Care Facility Capital Outlay			2,679.66
Equipment	883.56		
Building	1,796.10		
NET MISCELLANEOUS EXPENDITURES			<u>\$ 4,084.00</u>

During the year 1963, a total of 28 claims were filed with the Probate Court on the estates of deceased and mentally incompetent persons. During the same period, settlements or partial settlements were received on 15 claims for a total of \$5,883.10 ranging in amounts from \$4.36 to \$1,353.00.

At the conclusion of 1963 the Supervisor of the Geriatrics & Trust Department was carrying 36 active guardianship cases of estate and persons and 6 guardianships of the person.

SOCIAL WELFARE GENERAL FUND SUMMARY

Cash on hand January 1, 1963	\$ 14,792.19	
Local Contributions	404,300.02	
	<hr/>	
Total Cash Available		\$ 419,092.21
Less Net Expenditures:		
Hospitalization	270,389.92	
Administrative	144,559.03	
Miscellaneous	4,084.00	
	<hr/>	
Total Net Expenditures		419,032.95
		<hr/>
CASH BALANCE DECEMBER 31, 1963		59.26

SOCIAL WELFARE TRUST FUND SUMMARY

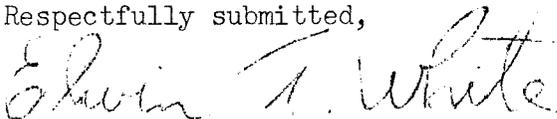
Cash on hand January 1, 1963	\$ 5,336.38	
Deposits	12,136.36	
	<hr/>	
		17,472.74
Withdrawals		13,804.04
		<hr/>
CASH BALANCE DECEMBER 31, 1963		\$ 3,668.70

1963 ANNUAL REPORTMUSKEGON COUNTY BUREAU OF SOCIAL AID

The following report outlines, by program, the number of cases and amounts spent monthly during 1963 for the various programs administered by the Muskegon County Bureau of Social Aid.

The Medical Assistance for the Aged Program continues to grow both in number of cases and in cost of program.

Respectfully submitted,



Elwin T. White, Supervisor
Muskegon County Bureau of Social Aid
ETW:mp

NUMBER OF CASES AND AMOUNTS OF ASSISTANCE

1963	OLD AGE ASSISTANCE		AID TO DEPENDENT CHILDREN		AID TO BLIND		AID TO DISABLED		MEDICAL ASSISTANCE FOR THE AGED	
	CASES	AMOUNT	CASES	AMOUNT	CASES	AMOUNT	CASES	AMOUNT	CASES	AMOUNT
January	785	\$ 54,692.00	724	\$ 94,801.50	31	\$ 2,155.00	86	\$ 6,486.40	142	\$ 58,697.05
February	782	55,875.00	707	92,575.50	31	2,127.00	87	6,661.80	152	63,552.80
March	782	55,425.02	717	94,517.92	31	2,542.56	94	7,532.12	167	53,443.77
April	784	55,540.24	730	95,118.44	30	2,480.80	93	7,354.64	150	48,108.67
May	766	54,299.26	722	93,071.22	32	2,683.32	98	7,583.04	167	55,796.32
June	769	54,452.59	706	91,493.86	32	2,690.32	94	7,324.12	158	50,517.68
July	755	47,470.00	697	85,446.00	34	2,221.00	95	6,489.00	142	62,106.03
August	769	50,436.00	677	84,471.94	33	2,329.01	98	6,913.32	144	50,973.10
September	771	59,453.39	664	85,219.04	35	2,285.08	101	9,439.44	136	48,584.12
October	773	58,282.74	662	86,260.95	35	2,143.00	104	10,029.50	138	46,948.26
November	788	65,600.58	680	91,988.42	34	2,080.00	101	10,617.04	143	52,014.35
December	786	59,316.74	683	88,035.49	33	2,045.00	103	12,020.59	143	50,820.03
TOTALS	9,310	\$670,843.56	8369	\$1,083,000.28	391	\$27,782.09	1154	\$98,451.01	1782	\$641,562.18

Monthly Averages

776	\$ 55,903.63	697	\$ 90,250.02	32	\$ 2,315.17	92	\$ 8,204.25	148	\$ 53,463.51
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TOTAL GRANTS 1963

OLD AGE ASSISTANCE	\$ 670,843.56
AID TO DEPENDENT CHILDREN	1,083,000.00
AID TO BLIND	27,782.09
AID TO DISABLED	98,451.01
MEDICAL ASSISTANCE FOR AGED	641,562.18
TOTAL	\$ 2,521,638.84

ANNUAL REPORT OF THE COUNTY TREASURER

	<u>Debit</u>	<u>Credit</u>
Balance on hand January 1, 1963	\$ 2,088,154.14	
Total Receipts of the County Treas. during the year 1963 as shown by Schedule "A"	19,601,161.72	
Transfer Vouchers, Debit Co. Treas. Duplicate check	5.00	
Transfer Voucher, Credit Co. Treas. Duplicate check		\$ 2.00
Total disbursements for the year 1963 as shown by Schedule "B"		19,319,896.30
Detroit Bank & Trust Co. Charge for Bonds and Interest payment (Building Debt Retirement for 1963		221,705.00
Note Payable - Airport Expansion Constr. A/C	350,000.00	350,000.00
Payment by Refund - Probate Bond Securities		3,775.00
December 31, 1963 Balance	<hr/>	<hr/>
	\$22,039,320.86	\$ 22,039,320.86
On Deposit in Banks - December 31, 1963		
Nat'l Lumb Bank - County General Account		50,679.49
Nat'l Lumb Bank - County Treasurer's A/C		408,183.30
Nat'l Lumb Bank - County Treas. - Ctf. of Deposit		1,050,000.00
Nat'l Lumb Bank - County Road Account		260,033.44
Nat'l Lumb Bank - Probate Bond Account		5,358.95
Nat'l Lumb Bank - Probate Bond Securities in Safe Deposit Box		12,175.00
Nat'l Lumb Bank - State Land Sales Account		472.41
Detroit Bank & Trust Co. - Debt Retirement		8,312.64
Detroit Bank & Trust Co. Building Debt Retirement		
U. S. Treas. Bills		691,249.19
Muskegon Savings Bank - Muskegon Area Child Guidance Building Project		5,198.14

Annual Report of the County Treas. - Continued

Cash in County Treasurer's Office	\$ 500.00
Imprest Cash Account - Petty Cash in County offices	<u>1,780.00</u>
	2,493,942.56
Less Notes Payable - Airport Expansion Loan	<u>350,000.00</u>
	\$2,143,942.56

SCHEDULE "A"

CASH RECEIPTSDELINQUENT TAX COLLECTIONS

January	\$ 100,234.55	
February	55,210.92	
March	135,516.87	
April	290,748.99	
May	261,834.59	
June	89,794.37	
July	100,344.09	
August	237,283.79	
September	98,310.37	
October	81,811.56	
November	70,060.85	
December	<u>106,332.91</u>	
		\$ 1,627,483.86
Collection of Current Tax Fund		3,283,004.11
Tax Sale Fund		25,005.65
For Airport Fund		66,482.66
For Airport Exp. & Constr. Fund (Loan \$350,000.00)		355,138.78
For County Board of Education		
County School Audit	2,001.77	
Co. School Dist. Fund	12,867.81	
Co. Teacher's Institute Fund	52.00	
Special Education Fund	<u>37,538.69</u>	
		52,460.27
For Central Stores Fund		1,082.16
For County Bldg. Retirement Fund Nat'l Lumberman's Bank (Personal Tax)		2,270.64
For County Forest Commission Fund		117.00
For County Health Fund		48,084.37
For County Law Library Fund		318.91
For County Library Fund		33,976.95
For County Park Fund		16.50
For County Road Fund		1,846,618.69
For Northshore Hospital Fund		350,679.75
For Child Care Fund		95,675.59
For Civil Defense Fund		10,488.69
For Court & Individual Trust Fund		759.10
For Detroit Bank & Trust Co. Debt Ret. Fd. Int. Treas. Bills		22,378.86
For Drain Fund		256.64
For Employees Retirement Fund		168,928.75
For Escheats Fund (Estates in Trust)		9,564.49
For Federal and State Fees Fund		7,313.00
For Inheritance Tax Fund (All State)		120,158.82

SCHEDULE "A"

CASH RECEIPTS

Continued

For Juvenile Court Restitution Fund	\$ 789.62
For Manistee National Forest Fund	671.71
For Muskegon Area Child Guidance Clinic Fund	106,682.45
For Muskegon County Reappraisal Fund	127,500.00
For Primary School & State Aid Fund	8,399,701.23
For Probate Bond Fund	1,000.00
For Refund Fund (Overpayment of taxes etc.)	3,597.28
For Sales Tax Diversion Fund	1,101,184.35
For Social Welfare General Fund	394,407.94
For Social Welfare Direct Relief Fund	789,636.22
For Social Welfare Trust Fund	12,123.86
For State Land Auction Sales Fund	14,067.00
For State Swamp Land Tax Fund	197.80
For State Tax Fund	3,288.08
For Township, City & Village Fund (Intangible Tax)	181,467.03
For Veteran's Trust Fund	17,262.46
For Water Patrol Fund	12,866.12

FOR LIBRARY FUND (Fines collected as follows:)

John M. Weeks, Justice, Blue Lake Township	\$ 606.60
Lawrence B. Lee, Justice, Casnovia Township	403.10
William Weeks, Justice, Casnovia Township	3.00
Katherine Gelderloos, Justice, Cedar Creek Township	3.00
Dale Schotts, Justice, Dalton Township	2,199.00
Frederick Conroy, Justice, Egelston Township	4,012.20
Leslie E. Kline, Justice, Fruitport Township	2,035.20
Robert Essenberg, Justice, Fruitport Township	142.00
Marianne Kempf, Justice, Holton Township	1,561.80
Frank J. Cihak, Justice, Laketon Township	4,658.80
Jack Schrieber, Justice, Muskegon Township	6,967.50
Leo Morrison, Justice, Muskegon Township	518.85
Lucylle Szten, Justice, Norton Township	2,013.40
William Hanna, Justice, Norton Township	384.50
Carl Krueger, Justice, Norton Township	604.60
Angus McFarren, Justice, Norton Township	2,167.15
Donald Hazen, Justice, Ravenna Township	93.70
Ralph Rose, Jr., Justice, City of Montague	264.70
Harold V. Merrick, Justice, City of Whitehall	551.00
L. Carl Conklin, Justice, City of Whitehall	442.00
Judge William C. Caughey, Municipal Court, Muskegon	4274.70
Judge Matthew C. Locke, Municipal Ct., Muskegon Hts.	2,849.70
Sheriff	3,598.60
County Clerk	175.00
County Probation Office	85.00
	<hr/>
	40,615.10

FOR GENERAL FUND

Addressograph - Printing & Transfer	
Binder Sales	1,025.20
Cooperative Extension Service (4H Club)	801.85
Court Costs (Municipal & Justice Courts)	21,839.10

SCHEDULE "A"

CASH RECEIPTS

Continued

Delinquent Personal County Tax		\$ 18,120.62
Dog Tax - Treasurer's collections		7,756.00
Dog Warden Collections		
Dog Licenses	5,537.00	
Shelter Book Fees	4,686.00	
Kennel License	<u>330.00</u>	
		10,553.00
Interest on U. S. Treasury Bills		56,750.00
Fees for opening Safe Deposit Boxes		258.40
Friend of the Court - Handling Fees		15,012.50
Judge of Probate examining & Conveying insane etc.		7,385.75
Naturalization fees to County from Co. Clerk		140.00
Operators license fees - Sheriff		10,406.00
Overpayment of invoice - Duplicate checks		180.00
Probation Officer - Oversight & Costs		8,103.35
Fees for checking valuation of property	1.00	
Payment of Bond Forfeiture		
J. McConnell	500.00	
Purchase of old door - County Jail	20.00	
Policy Holders - Dividend	2.67	
Share of monies for recount	153.75	
Refunds:		
For Advance County dues paid		
Michigan Bar Association	20.37	
For Drainage during snow removal	46.00	
For Brush returned for credit	34.20	
For Convention Expense	19.93	
For Overpayment for expenses - Power's case	28.00	
For Rental for office of Parole Officer	800.00	
For (State) - 85% Liquor license	765.00	
For (State) - Rent & Maintenance Board of Social Aid	6,124.80	
For (State) - Liquor Fees Dalton Twp.	726.75	
For Insurance Claim	70.88	
For Materials for Boat	18.50	
Overpayment by County to Supervisors on committee meetings		
Harry Butzer	\$ 17.66	
Herman Bartel	630.00	
Chris Lehman	300.00	
C. Peoples, Sr.	90.00	
Harold White	<u>21.68</u>	
		1,059.34
For (State) Telephone Service		
Social Aid		2,722.83
Sale of Old Bookkeeping Machine - Controller's Office		<u>250.00</u>
		13,364.02

SCHEDULE "A"

CASH RECEIPTS

Continued

Register of Deeds fees	\$ 58,305.85
Rental Gravel Farm	200.00
Sheriff Fees	3,367.94
Tax certificates issued	1,894.90
Tax Histories	3,540.43
Trailer Coach & License fees	<u>2,651.50</u>

241,656.41

From County Clerk - General

Entry fees - Law	1,996.00
Entry fees - Chancery	2,718.00
Jury fees	225.00
Stenographer fees	135.00
Judgment fees - Law	553.00
Decree fees - Chancery	1,303.00
Notary Certificates & Jurats	38.75
Certified Copies	4,014.50
Notary Commissions	349.00
Doctors & Nurses Registra- tions etc.	9.00
Justice Transcripts	3.00
Appeal fees - Supreme Court	155.00
Marriage Licenses	3,067.00
Assumed Name Certificates	558.00
Co-Partnerships	318.00
Concealed Weapon Permits	974.00
Fee - Liquor Identification cards	731.00
Fee Passport Applications	694.00
Tax notices	28.50
County Clerk - Court Costs	2,302.00
Circuit Court Appeal Fees	<u>98.00</u>

20,269.75

Refunds: County Clerk

Clerk's Telephone	.35
Clerk's - Misc. Refund	677.86
Clerk's Postage	139.05
Clerk's Misc. Fees	545.22
Bonds Forfeited	550.00
Petty Cash	2.09
Motor Fuel Gas	1,546.62
Vending Machine Receipts	<u>451.88</u>

3,913.07

TOTAL CASH RECEIPTS FOR 1963

\$ 19,601,161.72

SCHEDULE "A"

CASH RECEIPTS

Continued

BY TRANSFER VOUCHER

Transfer Voucher - Debit County Treas.
Duplicate check

5.00

Notes Payable - Airport Expansion &
Construction A/C

350,000.00

January 1, 1963 Balance

2,088,154.14

\$ 22,039,320.86

SCHEDULE "B"

DISBURSEMENTS BY CHECK

Paid from Airport Fund	90,297.86
Paid from Airport Expansion & Construction Fund	782,570.05
Paid from Civilian Defense Fund	17,648.35
Paid from Child Care Fund	289,027.28
Paid from Collection of Tax Fund (Refunded)	1,920.63
Paid from Community College Fund	49,455.00
Paid from County Building Retirement Fund	1,811.30
Paid from County Library Fund	67,318.20
Paid from County Law Library Fund	315.15
Paid from County Road Fund	1,930,057.34
Paid from Delinquent Tax Fund (Refund)	164.38
Paid from Drain Fund	12,155.24
Paid from Employees Retirement Fund	235,470.74
Paid from Escheats Fund (Estates in Trust)	3,314.38
Paid from Federal and State Fees Fund	7,467.00
Paid from Health Unit Fund	145,957.74
Paid from General Fund	1,196,591.91
Paid from Inheritance Tax Fund (to State)	120,156.67
Paid from Juvenile Court Restitution Fund	879.97
Paid from Library Fund (Penal Fines to Co. Library, Hackley Library, etc.)	34,713.70
Paid from Manistee National Forest Fund	981.25
Paid from Muskegon Area Child Guidance Clinic Fund	101,714.37
Paid from Northshore Hospital Fund	494,186.26
Paid from Muskegon County Reappraisal Fund	26,226.00
Paid from Probate Bond Fund	120.00
Paid from Primary School Fund	8,399,701.23
Paid from Public Improvement Fund	26,226.13
Paid from Refund Fund	3,620.38
Paid from Redemption Fund	16,612.57
Paid from Revolving Drain Fund	8,604.82
Paid from Social Welfare General Fund	813,440.89
Paid from Social Welfare Direct Relief Fund	1,347,221.78
Paid from Social Welfare Trust Fund	13,804.04
Paid from State Land Sales Fund	12,537.06
Paid from State Tax Fund (Auditor General Settlements)	7,662.05
Paid from School District Fund (Co. Board of Education)	71,983.92
Paid from State Swamp Land Tax Fund	197.80
Paid from Sales Tax Diversion Fund	1,101,184.35
Paid from School Audit Fund	2,994.59
Paid from Special Education Fund	458,495.00
Paid from Teacher's Institute Fund	6,185.88
Paid from Temporary Relief Fund	1,253.14
Paid from Township, City & Village Fund - Delinquent Tax	1,384,025.54
Paid from Veteran's Trust Fund	16,751.96
Paid from Water Patrol Fund	16,872.40
	<hr/>
	\$ 19,319,896.30

SCHEDULE "B"

DISBURSEMENTS BY CHECK - Continued

Disbursements by Transfer Voucher Refund Probate Bond Securities	3,775.00
Transfer Voucher - Credit Co. Treas. Duplicate Check	2.00
Detroit Bank & Trust Co. Charge for Bonds & Interest payments Co. Building Debt Retirement	<u>221,705.00</u>
	\$ 19,545,378.30
Total Disbursements by Checks & Transfers	<u>2,143,942.56</u>
December 31, 1963 Balance	\$ 21,689,320.86
Disbursement by Airport Expansion Loan	<u>350,000.00</u>
	\$ 22,039,320.86

(continued)

CLASSIFICATION OF GENERAL FUND
1963

General Fund Expenditures 1963

Addressograph Department	\$ 11,973.23
Agricultural Agent	15,806.14
Ambulance Service	168.00
Animal Shelter	19,378.24
Board of Supervisors	33,893.60
Burial of War Veterans	27,600.00
Central Stores	4,353.72
Controller	32,286.16
Circuit Court	63,161.34
Contagious Disease Expense	9,472.97
Coroner	5,890.00
County Clerk	49,056.18
County Treasurer	59,569.60
County Building	137,496.89
Drain Commissioner	4,072.27
Dues and Contributions	26,050.00
Elections	6,712.76
Equipment Pool	7,560.74
Friend of the Court	58,729.16
Insurance	17,254.20
Judge of Probate	100,535.90
Justice Court	35,994.84
Miscellaneous	15,729.67
Power's Estate	2,781.10
Prosecuting Attorney	56,033.82
Register of Deeds	34,366.23
Sheriff	254,194.62
Soldier's Relief Commission	850.00
State Institutions, not T. B.	93,809.34
Tax Allocation Commission	1,326.00
Tax Appraisal - Equalization Bureau	10,485.19

General Fund Expenditures by check \$ 1,196,591.91

Debit Transfer Vouchers - 1963

Airport	17,150.00
Child Care Fund Budget	151,910.00
Civil Defense (Salary Increase)	27.00
County Health Unit Budget	100,300.00
County Parks Fund Budget	18,285.00
County School District Fund Budget	50,000.00
Muskegon County Library Budget	20,000.00
Muskegon County Reappraisal Fund	100,000.00
Northshore Hospital Maintenance Budget	148,500.00
Retirement Fund Budget	50,000.00
Revolving Drain Fund	7,500.00

(continued)

CLASSIFICATION OF GENERAL FUND

1963

Social Welfare General Fund - County Budget	426,050.02	
Social Welfare Direct Relief - County Budget	516,299.98	
Temporary Relief Budget	1,950.00	
Water Patrol Fund	3,333.33	
Transfer Voucher No. 3627 - Credit to General Fund should have been Library Fund		
Rx. No. 10719 - 3/30/62 (error)	616.55	
Transver Voucher No. 3626 - County Clerk Revenue Voucher No. 867 - 7/12/63 - Credit to General Fund should have been Library Fund (error)		
	<u>25.00</u>	
General Fund Disbursements by Transfer Voucher		<u>1,611,946.88</u>
Total Disbursements General Fund for 1963		\$ 2,808,538.79
January 1, 1964 General Fund		<u>50,679.49</u>
		\$ 2,859,218.28

RECEIPTS AND DISBURSEMENTS BY MONTHS

	<u>RECEIPTS</u>	<u>DISBURSEMENTS</u>
January 1, 1963 Balance	\$ 2,088,154.14	
January	2,800,296.61	\$ 981,069.52
February	1,948,519.74	1,646,842.23
March	697,523.41	579,077.79
April	1,585,837.52	2,018,179.35
May	3,056,272.20	2,724,961.65
June	1,786,584.74	2,180,561.62
July	531,699.00	1,133,676.43
August	2,109,845.71	2,181,050.33
September	472,430.06	799,248.77
October	1,971,897.49	2,089,111.44
November	743,371.08	1,062,844.67
December	1,896,884.16	1,923,272.50
By Transfer Vouchers:		
Nat'l Lumb. Bank - Airport Expansion Note	350,000.00	350,000.00
Probate Bond Securities - Refund Payments		3,775.00
Detroit Bank & Trust Co. - Charge for Bonds and interest payments - Bldg. Debt Retirement		221,705.00
Transfer Voucher, Debit County Treas. Duplicate Check	5.00	
Transfer Voucher, Credit County Treas. Duplicate Check		2.00
December 31, 1963 Balance	<hr/>	<hr/>
	\$ 22,039,320.86	\$ 22,039,320.86

TRIAL BALANCE

FOR MONTH ENDING
DECEMBER 31, 1963

<u>FUNDS</u>	<u>DEBITS</u>	<u>CREDITS</u>
General Fund		50,679.49
Airport		19,124.24
Airport Expansion & Construction		186,918.28
Central Stores		1,627.72
Child Care		11,784.25
Child Guidance Clinic Bldg. Project		5,198.14
Civilian Defense		3,698.98
Collection of Tax		421,545.00
County Forest Commission		1,491.69
County Health		5,251.69
County Bldg. Retirement - Nat'l Lumb. Bank		28,929.74
County Home Sewer & Water		5,331.32
County Law Library		3,774.51
County Road		260,033.44
Northshore Hospital		19,861.71
Court & Individual Trust		105,746.76
Delinquent Tax		173,801.89
Detroit Bank & Trust - Co. Debt Retirement		699,561.83
Drain		72,030.38
Employees Retirement		59,810.82
Escheats		11,975.69
Federal & State Fees	34.50	
Imprest Cash		1,780.00
Inheritance Tax		2.15
Juvenile Court Restitution		24.15
Library		21,220.65
Muskegon County Library		1,472.47
Muskegon County Reappraisal		201,274.00
Notes Payable (Airport Loan)	350,000.00	
Public Improvement		80,926.80
Probate Bond		17,533.95
Redemption		7,156.55
Revolving Drain		5,285.19
Special Education		165.24
Social Welfare General		59.26
Social Welfare Direct		27.23
Social Welfare Trust		3,668.70
State Fund		671.44
Temporary Relief		4,358.53
Veterans Trust		3,923.33
Water Patrol	3,750.15	

TRIAL BALANCE - Continued

DEBITSCREDITSACCOUNTS

County Treasurer's Account	\$ 2,143,942.56	
Probate Bond Securities A/C	12,175.00	
Cash Account	500.00	
Imprest Cash Account	1,780.00	
National Lumberman's Bank - Treas. A/C	408,183.30	
National Lumberman's Bank - County General A/C	50,679.49	
Muskegon Saving's Bank - Child Guidance Building Project	5,198.14	
National Lumberman's Bank - County Road A/C	260,033.44	
National Lumberman's Bank - Probate Bond A/C	5,358.95	
Detroit Bank & Trust Company - County Debt Retirement A/C	8,312.64	
National Lumberman's Bank - Saving Certificates - County Treas. A/C	1,050,000.00	
Detroit Bank & Trust Company - Debt Retirement A/C - Treas. Bonds	691,249.19	
National Lumberman's Bank - Notes Payable A/C - Airport		350,000.00
National Lumberman's Bank - State Land Sales A/C	472.41	
Surplus Account		2,143,942.56
	<hr/>	<hr/>
	\$ 4,991,669.77	\$ 4,991,669.77

Receipts, Certificates, Tax Histories and Postings issued by the
Treasurer's Department

1963

Tax Receipts	12,238
Redemption Certificates	561
County Treasurer's Receipts	2,143
Dog License Receipts	411
Other Department receipts	394
Total	<u>15,747</u>

Deed Certificates	3,728
Tax Histories and postings	2,275
Pieces of Mail received	5,286
Pieces of Mail outgoing Certified	328
1961 Tax Notices	4,146
Other Mail	6,966
Total	<u>11,440</u>

Safe Deposit Boxes opened	155
Deposits to Lumberman's Bank	260
Miles traveled by County Treasurer for the above	1,560
Approximate plates in County Addressograph Dept.	75,000
Approximate plates in City of Muskegon Addressograph Department	15,000 (information from Mr. Baker) City Hall)
Approximate number of parcels in Muskegon County	76,000
Number of Plats received during 1963	9

Paul Vitek, Jr.
County Treasurer

SCHEDULE "A"

CASH RECEIPTS

Continued

BY TRANSFER VOUCHER

Transfer Voucher - Debit County Treas.
Duplicate check

5.00

Notes Payable - Airport Expansion &
Construction A/C

350,000.00

January 1, 1963 Balance

2,088,154.14

\$ 22,039,320.86

SCHEDULE "B"

DISBURSEMENTS BY CHECK

Paid from Airport Fund	90,297.86
Paid from Airport Expansion & Construction Fund	782,570.05
Paid from Civilian Defense Fund	17,648.35
Paid from Child Care Fund	289,027.28
Paid from Collection of Tax Fund (Refunded)	1,920.63
Paid from Community College Fund	49,455.00
Paid from County Building Retirement Fund	1,811.30
Paid from County Library Fund	67,318.20
Paid from County Law Library Fund	315.15
Paid from County Road Fund	1,930.057.34
Paid from Delinquent Tax Fund (Refund)	164.38
Paid from Drain Fund	12,155.24
Paid from Employees Retirement Fund	235,470.74
Paid from Escheats Fund (Estates in Trust)	3,314.38
Paid from Federal and State Fees Fund	7,467.00
Paid from Health Unit Fund	145,957.74
Paid from General Fund	1,196,591.91
Paid from Inheritance Tax Fund (to State)	120,156.67
Paid from Juvenile Court Restitution Fund	879.97
Paid from Library Fund (Penal Fines to Co. Library, Hackley Library, etc.)	34,713.70
Paid from Manistee National Forest Fund	981.25
Paid from Muskegon Area Child Guidance Clinic Fund	101,714.37
Paid from Northshore Hospital Fund	494,186.26
Paid from Muskegon County Reappraisal Fund	26,226.00
Paid from Probate Bond Fund	120.00
Paid from Primary School Fund	8,399,701.23
Paid from Public Improvement Fund	26,226.13
Paid from Refund Fund	3,620.38
Paid from Redemption Fund	16,612.57
Paid from Revolving Drain Fund	8,604.82
Paid from Social Welfare General Fund	813,440.89
Paid from Social Welfare Direct Relief Fund	1,347,221.78
Paid from Social Welfare Trust Fund	13,804.04
Paid from State Land Sales Fund	12,537.06
Paid from State Tax Fund (Auditor General Settlements)	7,662.05
Paid from School District Fund (Co. Board of Education)	71,983.92
Paid from State Swamp Land Tax Fund	197.80
Paid from Sales Tax Diversion Fund	1,101,184.35
Paid from School Audit Fund	2,994.59
Paid from Special Education Fund	458,495.00
Paid from Teacher's Institute Fund	6,185.88
Paid from Temporary Relief Fund	1,253.14
Paid from Township, City & Village Fund - Delinquent Tax	1,384,025.54
Paid from Veteran's Trust Fund	16,751.96
Paid from Water Patrol Fund	16,872.40
	<hr/>
	\$ 19,319,896.30

SCHEDULE "B"

DISBURSEMENTS BY CHECK - Continued

Disbursements by Transfer Voucher Refund Probate Bond Securities	3,775.00
Transfer Voucher - Credit Co. Treas. Duplicate Check	2.00
Detroit Bank & Trust Co. Charge for Bonds & Interest payments Co. Building Debt Retirement	<u>221,705.00</u>
	\$ 19,545,378.30
Total Disbursements by Checks & Transfers	<u>2,143,942.56</u>
December 31, 1963 Balance	\$ 21,689,320.86
Disbursement by Airport Expansion Loan	<u>350,000.00</u>
	\$ 22,039,320.86

GENERAL FUND 1963LEDGER ACCOUNT

January 1, 1963 Balance		\$	65,666.61
Cash Receipts	265,839.23		
Credit Transfers	<u>2,527,712.44</u>		
			2,793,551.67
Less Disbursements			
By Check	1,196,591.91		
Debit Transfers	<u>1,611,946.88</u>		
		\$	2,808,538.79
General Fund Dec. 31, 1963 Balance	<u>50,679.49</u>		
		\$	2,859,218.28
		\$	<u>2,859,218.28</u>

CLASSIFICATION OF GENERAL FUND

January 1, 1963 Balance			65,666.61
Department Cash Receipts			
County Treasurer	137,786.17		
Sheriff	3,367.94		
Dog Warden - Animal Shelter	10,553.00		
Probation Officer	8,103.35		
Probate Judge - Fees & Refunds	7,385.75		
Register of Deeds	58,305.85		
Co. Gravel Pit Farm - Rent	200.00		
County Clerk	14,387.23		
Friend of the Court	15,012.50		
Co-Operative Extension Service	801.85		
County Clerk - Circuit Court	<u>9,935.59</u>		
			265,839.23
Credit Transfer Vouchers:			
Current Tax Collections	2,212,930.17		
Delinquent Tax Collections	<u>297,409.59</u>		
			<u>2,510,339.76</u>
Total Credits - General Fund - 1963		\$	2,859,218.28

(continued)

CLASSIFICATION OF GENERAL FUND
1963

General Fund Expenditures 1963

Addressograph Department	\$ 11,973.23
Agricultural Agent	15,806.14
Ambulance Service	168.00
Animal Shelter	19,378.24
Board of Supervisors	33,893.60
Burial of War Veterans	27,600.00
Central Stores	4,353.72
Controller	32,286.16
Circuit Court	63,161.34
Contagious Disease Expense	9,472.97
Coroner	5,890.00
County Clerk	49,056.18
County Treasurer	59,569.60
County Building	137,496.89
Drain Commissioner	4,072.27
Dues and Contributions	26,050.00
Elections	6,712.76
Equipment Pool	7,560.74
Friend of the Court	58,729.16
Insurance	17,254.20
Judge of Probate	100,535.90
Justice Court	35,994.84
Miscellaneous	15,729.67
Power's Estate	2,781.10
Prosecuting Attorney	56,033.82
Register of Deeds	34,366.23
Sheriff	254,194.62
Soldier's Relief Commission	850.00
State Institutions, not T. B.	93,809.34
Tax Allocation Commission	1,326.00
Tax Appraisal - Equalization Bureau	10,485.19

General Fund Expenditures by check \$ 1,196,591.91

Debit Transfer Vouchers - 1963

Airport	17,150.00
Child Care Fund Budget	151,910.00
Civil Defense (Salary Increase)	27.00
County Health Unit Budget	100,300.00
County Parks Fund Budget	18,285.00
County School District Fund Budget	50,000.00
Muskegon County Library Budget	20,000.00
Muskegon County Reappraisal Fund	100,000.00
Northshore Hospital Maintenance Budget	148,500.00
Retirement Fund Budget	50,000.00
Revolving Drain Fund	7,500.00

(continued)

CLASSIFICATION OF GENERAL FUND

1963

Social Welfare General Fund - County Budget	426,050.02	
Social Welfare Direct Relief - County Budget	516,299.98	
Temporary Relief Budget	1,950.00	
Water Patrol Fund	3,333.33	
Transfer Voucher No. 3627 - Credit to General Fund should have been Library Fund		
Rx. No. 10719 - 3/30/62 (error)	616.55	
Transver Voucher No. 3626 - County Clerk Revenue Voucher No. 867 - 7/12/63 - Credit to General Fund should have been Library Fund (error)		<u>25.00</u>
General Fund Disbursements by Transfer Voucher		<u>1,611,946.88</u>
Total Disbursements General Fund for 1963		\$ 2,808,538.79
January 1, 1964 General Fund		<u>50,679.49</u>
		\$ 2,859,218.28

TRIAL BALANCEFOR MONTH ENDING
DECEMBER 31, 1963

<u>FUNDS</u>	<u>DEBITS</u>	<u>CREDITS</u>
General Fund		50,679.49
Airport		19,124.24
Airport Expansion & Construction		186,918.28
Central Stores		1,627.72
Child Care		11,784.25
Child Guidance Clinic Bldg. Project		5,198.14
Civilian Defense		3,698.98
Collection of Tax		421,545.00
County Forest Commission		1,491.69
County Health		5,251.69
County Bldg. Retirement - Nat'l Lumb. Bank		28,929.74
County Home Sewer & Water		5,331.32
County Law Library		3,774.51
County Road		260,033.44
Northshore Hospital		19,861.71
Court & Individual Trust		105,746.76
Delinquent Tax		173,801.89
Detroit Bank & Trust - Co. Debt Retirement		699,561.83
Drain		72,030.38
Employees Retirement		59,810.82
Escheats		11,975.69
Federal & State Fees	34.50	
Imprest Cash		1,780.00
Inheritance Tax		2.15
Juvenile Court Restitution		24.15
Library		21,220.65
Muskegon County Library		1,472.47
Muskegon County Reappraisal		201,274.00
Notes Payable (Airport Loan)	350,000.00	
Public Improvement		80,926.80
Probate Bond		17,533.95
Redemption		7,156.55
Revolving Drain		5,285.19
Special Education		165.24
Social Welfare General		59.26
Social Welfare Direct		27.23
Social Welfare Trust		3,668.70
State Fund		671.44
Temporary Relief		4,358.53
Veterans Trust		3,923.33
Water Patrol	3,750.15	

TRIAL BALANCE - Continued

DEBITSCREDITSACCOUNTS

County Treasurer's Account	\$ 2,143,942.56	
Probate Bond Securities A/C	12,175.00	
Cash Account	500.00	
Imprest Cash Account	1,780.00	
National Lumberman's Bank - Treas. A/C	408,183.30	
National Lumberman's Bank - County General A/C	50,679.49	
Muskegon Saving's Bank - Child Guidance Building Project	5,198.14	
National Lumberman's Bank - County Road A/C	260,033.44	
National Lumberman's Bank - Probate Bond A/C	5,358.95	
Detroit Bank & Trust Company - County Debt Retirement A/C	8,312.64	
National Lumberman's Bank - Saving Certificates - County Treas. A/C	1,050,000.00	
Detroit Bank & Trust Company - Debt Retirement A/C - Treas. Bonds	691,249.19	
National Lumberman's Bank - Notes Payable A/C - Airport		350,000.00
National Lumberman's Bank - State Land Sales A/C	472.41	
Surplus Account		2,143,942.56
	<hr/>	<hr/>
	\$ 4,991,669.77	\$ 4,991,669.77

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Treasurer's Department

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Number of Plats received during 1963	9	

Paul Vitek, Jr.
County Treasurer