

MENOMINEE COUNTY FINANCE COMMITTEE

~A QUORUM OF THE BOARD MAYBE PRESENT~

DATE: Thursday ~ June 2, 2016
TIME: 8:30 AM
PLACE: Menominee County Annex – MSU Extension, Stephenson

*****AGENDA*****

1. Call Meeting to Order
2. Pledge of Allegiance
3. Roll Call
4. Approval of Agenda
5. Approval of Previous Minutes ~ 4.6.16
6. Public Comment *(limited to 5 minutes on agenda items only)*
7. Department Head/Elected Official Reports *(limited to 10 min.)*
8. Business
 - a. Proposal to remove/replace entry to Jail parking lot
 - b. 2015/16 Budget Amendment #4 (32-37)
 - c. Jail – Food Service – hire employees (1 FT & 2 PT)
 - d. 2016/17 Budget Discussion
9. Public Comment
10. Commissioner Comment
11. Adjournment

Menominee County Finance Committee
Minutes of Meeting
April 6, 2016

*****DRAFT*****

The Finance Committee met on April 6, 2016 at 9:00 AM at the Menominee County Courthouse, Administrative office.

Present at the meeting were Coms. Schei, Hafeman, Cech and Nelson

Others present: Brian Bousley, Peggy Schroud, Kim Kewley

Call Meeting to order: Chairperson Nelson called the meeting to order at 10:30 AM.

Pledge of Allegiance: The Pledge of Allegiance was recited

Roll Call: Roll call was taken; All Finance Commissioners were present.

Agenda: was approved by Com. Hafeman and supported by Com. Cech as written. Motion approved 4/0.

Previous Meeting minutes: Minutes from 3.16.16 were approved by Com. Hafeman and supported by Com. Cech. Motion approved 4/0.

Public Comment: None

Department Head/Elected Official Reports: *(limited to 10 min.)* – **Peggy Schroud:** I ran a report this morning for 2016 the taxable value and the number came in at 734,609,215 which is an increase from last year. There is no millage reduction fraction for the county but there is for many of the individual units. We're not finished with that report yet. ATC had put up quite a bit up north and so it compensated for the flux. Increase of \$53,371 based on the current county millage rate of 7.612. Its \$53,000 more than what it shows in the county budget for tax revenues. This increase is for any new construction added to the roll. **Schei:** What about the increase in forest land that's being taxed differently through the forest program verses CFR? **Schroud:** There weren't that many parcels that came out of CFR into that program. The way that's set up is the AG department gets 2 mils. and those people get a reduction of 16 mils.

Business:

- a. **Twin County Airport – Full Time lineman – Brian:** we have projected revenues and expenses for the next five years. Revenues are flat. Salaries will have a \$20,000 increase for the 2016 year, that's with the change of adding a full time person yet this year. Each year 2% increase in salaries, hospital ins. we added 8%, Audit services will be rolled into the county audit now, so won't be in there anymore. Liability ins. a portion will be put on the County now. The \$15,000 that's in there for ins. is because we need Airport insurance and our current company doesn't provide that. Heating/water/sewer/electric, I increased each year. \$50,000 we need to maintain in the capital outlay. So we're looking at about \$25,000 increase in five years. **Nelson:** to be clear, we have funding for an airport manager that we haven't paid out, so that's in that budget too. Liability insurance, that's going to be rolled into the county part. **Bousley:** No, this won't increase our premium much, we're just adding the vehicles and land. **Hafeman:** Does that have to do with our fuel? **Schei:** No, that's general liability, if there's a crash out there, fuel spills, etc. It's an underwriting thing done only for airports. **Nelson:** The airport is fully funded for the retirement system. **Cech:** it's \$27,000 for 2016 for liability ins. thereafter it's only \$15,000. Is this because it's a new policy? **Bousley:** Before we used to do this separately. Now we can put them on our insurance, at a minimal cost...with the exception of the "airport" insurance. That's what the \$15,000 is for, "Airport Liability Ins.". **Revenue:** We kept that flat. There are some

opportunities out there, but we have nothing on the bottom line, so we can't count those right now. We have the second lineman plugged in at the highest insurance (family). That could decrease. **Schei:** You're taking the half time person and making it a full time. So you're increasing the budget for half of the amount of the fulltime person. **Nelson:** Right, plus benefits. **Schei:** Fuel business is up and down; hopefully it's never lower. That's a variable item, not fixed. I don't see the four parcels of land that are not for general aviation use in here. If we could lease even one of those parcels and receive a monthly income that would add to this, but it's all a "pie in the sky projection", just like the college leasing the hanger and so on. It's not something we can count on until it happens. Because of the FAA and the state, we may not be able to offer them for lease until the end of the year, with the way it's going. We were told it could take 6 months to a year to separate the parcels out and get paperwork filed with the FAA. **Bousley:** We have a current fund balance of \$159,478, if we have to, we can tap into that too to help offset. But that's the "rainy day" fund... **Nelson:** Well the fund balance is part of the county budget, since it's all rolled into the county... **Bousley:** Because it's a "special revenue", that's why. **Schei:** That's the way the auditor set it up. **Nelson:** OK. Well we have a budget now, we can recommend to the full board if you want. **Com. Hafeman recommends we bring this to the full board for discussion/approval, Com. Schei seconds, Nelson:** My hesitation on this; I'm putting a lot of faith in the fact that we're putting something in there. I'd like to have something secured before we spend money. I do think that we do have it, and Larry explained to me that basically, we can't do anything right now, because we're under the FAA and State on what we can and can't do, so we have to make it viable. I do question the expenditures because... we've got a request out there for a full time officer in here; we've added to MSU full time; Rich Sexton went from 24 to 32 hrs.; we've added some positions, we're looking at an animal control officer; we're tapping into a lot of things, and at some point and time, we have to look at what's our plan for two or three years down the road, if nothing comes in, how do we offset the cost? I think we increased our appropriation for the library too, did we not? **Bousley:** Yes. **Nelson:** Ok, so we're putting out more money every place we go. There's only so much, I do hope there's a very aggressive approach to at least, offset some of this, and we'll always put some in. **Schei:** So what you're saying is we need to draw the line at some point? I agree with you. **Hafeman:** one of the things I had suggested for Larry, and it's something for you to think about... is to advertise for the lineman, it would put our advertising out for full time or part time, and only want part time. **Nelson:** This was about the fact that, if Jeff walks out, half time won't cut it. That's the problem with this, it's a tough situation. **Schei:** When the personnel committee reviewed this, they discussed the same issue and they came to the conclusion to bring it forward as a full time position. **Nelson:** If we lost our equalization director right now, at least we thought enough, against other people's judgement, to at least have someone that can be trained and qualified, but still we'd have only one person. If our equalization director or her deputy left tomorrow, we'd be in trouble. We have that every place we go. **All commissioners voted to move the topic forward to the full board.**

- b. **2015/16 Budget Amendment #3 (29-30) – Bousley:** We just have the two in probate; the first one was approved and recommended by Dan that Linda be paid out 66 hours of vacation, she was denied vacation. We had the switch over with Judge Hupy and Judge Hass, there was a lapse there. We also had the retirement of Sharon, so another lapse there. So Linda was not able to take her vacation. Dan recommends it be paid out. **Nelson:** I would agree with that. It's the right thing. We had the same discussion with Jeff. **Com. Hafeman moves to send this to the full board for approval, seconded by Com. Cech. All commissioners agree.** The other part is Sharon's payout at retirement (vacation, illness leave & comp time), so we have to adjust Dan's budget for that. **Com. Hafeman moves, Com. Cech seconds the motion. Nelson:** Discussion? The question I have, within the budget when you have retirement, there is a vacancy for a while, so we don't add this to the budget, do we? **Bousley:** No, the timeframe between Sharon leaving and Lisa taking over, there's a lapse there. **Nelson:** Also, within the budget, when you have out of home placements, that we do not control. Didn't we have to make an adjustment on that also? **Bousley:** That's in a special revenue, No we didn't have to. **All commissioners agree to move the budget amendments to the full board for approval.**
- c. **2014/15 Audit surplus discussion – Bousley:** We do have the deficit elimination plan, \$40,000, what I would like to do, the child care fund, I would like to put some into that. That's the acct. where they pay for placements of children. **Nelson:** Judge Hupy did a great job keeping the costs down. And I expect Judge Hass will too. I think we should put some money in there. All coms. agree. **Bousley:** County Vehicles; I did talk to Dan Menacher, he did get a new truck, plane Jane one, for \$21,000. If you wanted one for the county, you can get the same kind of deal. **Nelson:** Dan had a truck he was using before, where is that one at? **Bousley:** That's at the Parks now, all they have now is Junk! And the truck Dan had, has over 150,000 miles on it, but we're

using it for plowing up there and for the parks. **Nelson:** I've got this complaint quite a bit now... We use these vehicles to go to Marinette, and I see the bills for \$8-10 that go to menards. It's beyond my comprehension why we waste 45 minutes to go to Menards when we have businesses here. If it's a part that we currently use, so what if we pay \$2.00 more? Not only do we lose on wages and salaries, but we're running short distances with the vehicle for no apparent reason what-so-ever. What about the vehicles at the park then, the junk?

Bousley: We'll get rid of those too. Since I've gotten here, they've always gotten the hand-me-downs and have had them forever out there. They work on them their selves...but they're starting to die out. Now I have the truck that Dan had, a flat bed, and a couple of rangers that are used within the parks only. **Bousley:** We need a truck here for plowing (the one we have is about to die), and I would like to have two vehicles available for Employees to take to conferences, etc. **Nelson:** Have we looked at contracting? **Bousley:** No, I did look at leasing. Usually it's a 3 year lease with 36,000 miles which I know Buildings and Grounds will never go over. **Nelson:** You can't put a plow on it. **Hafeman:** And when you're talking about something being used for commercial business, it's going to be a different rate for the lease. **Bousley:** If we were to go out and buy something like the one Dan has, we'll probably have it for the next 10 years or so. **Nelson:** Have we looked at contracting for snow plowing? **Bousley:** We did in the past. Then we got the 2% grant for snow plows for here and at the Annex. And we saved quite a bit of money, over contracting. If that truck dies, we don't have a vehicle for buildings and grounds. **Nelson:** So we have...two vehicles for county use, and one truck for buildings and grounds. The two vehicles will replace the Jeep and the other former police vehicles. **Hafeman:** This one we're replacing the jeep with, that's going to be all wheel drive? **Bousley:** I would like to buy one all-wheel drive and one smaller economy car, with better gas mileage. **Nelson:** It should be less than \$50,000. **Bousley:** If we go through MDEAL, they will come in below \$50,000. **Cech:** I read your concern on the leasing thing...if you lease a vehicle, you have to maintain it. Who takes care of the vehicles? **Bousley:** Buildings and Grounds takes care of the vehicles. **Nelson:** Do we have a list of all the vehicles, years, mileage etc.? How many vehicles do we currently own? **Bousley:** we have seven that we're getting rid of now (surplus). About 20 not including the seven. Common use vehicles...four. **Nelson:** so we'll get rid of seven and pick up three. **Bousley:** Building fund: put \$150,000 in there; MERS fund, put \$300,000 in there. With the MERS fund, I'm very leery about sending them the extra money. I'd like to keep this in a roll over fund. **Nelson:** at some point and time we should risk putting in 1 mil here and 1 mil there. I feel, the direction we're going, we're compressing what we have and as we add positions and continue with raises, it's going to continue to compress and we won't have that surplus any more. **Hafeman:** With the 7 million sitting there, someone down the line is going to say, we should tap into that. **Nelson:** we have more than 7 million, we have like 13 something, some of that is earmarked. I think we should lock and throw a million toward MERS. **Schei:** I'm in favor of doing something this budget year. We made a commitment three years ago. **Bousley:** Ray will be here to go over the audit on April 26th at the CB meeting. Ray will be leaving Anderson, Tackman and going to another firm. So he won't be with us next year. All commissioners are disheartened by the news. I can get the last quarter report and see where we are up to date. I'll send it out on Friday. **Nelson:** So we agree to look at the MERS fund, and we should look into paying some into the funds. I would say we put it on the agenda as soon as the funds come available. All commissioners agree.

Public Comment: **Peggy Schroud:** Is all wheel drive the same as four wheel drive? I need a four wheel drive. **Schei:** I would recommend a four wheel drive for her. That's my opinion.

Commissioner Comment: **Schei:** I would like to thank the committee for all of their diligence and their decisions. I think we're moving forward and that's what's important. **Cech:** I agree with Larry, and we are addressing the things that are important. **Nelson:** I hope all have a safe drive home. I'd like to wish Larry Happy Birthday (joking). It's not Larry's birthday until July.

Adjourn: Moved by **Com. Hafeman** supported by **Com. Cech** to adjourn the meeting at 9:55 AM. Motion approved 4/0.

BIEHL CONSTRUCTION CO., INC.

2505 BIEHL AVENUE P.O. BOX 502 MARINETTE, WISCONSIN 54143

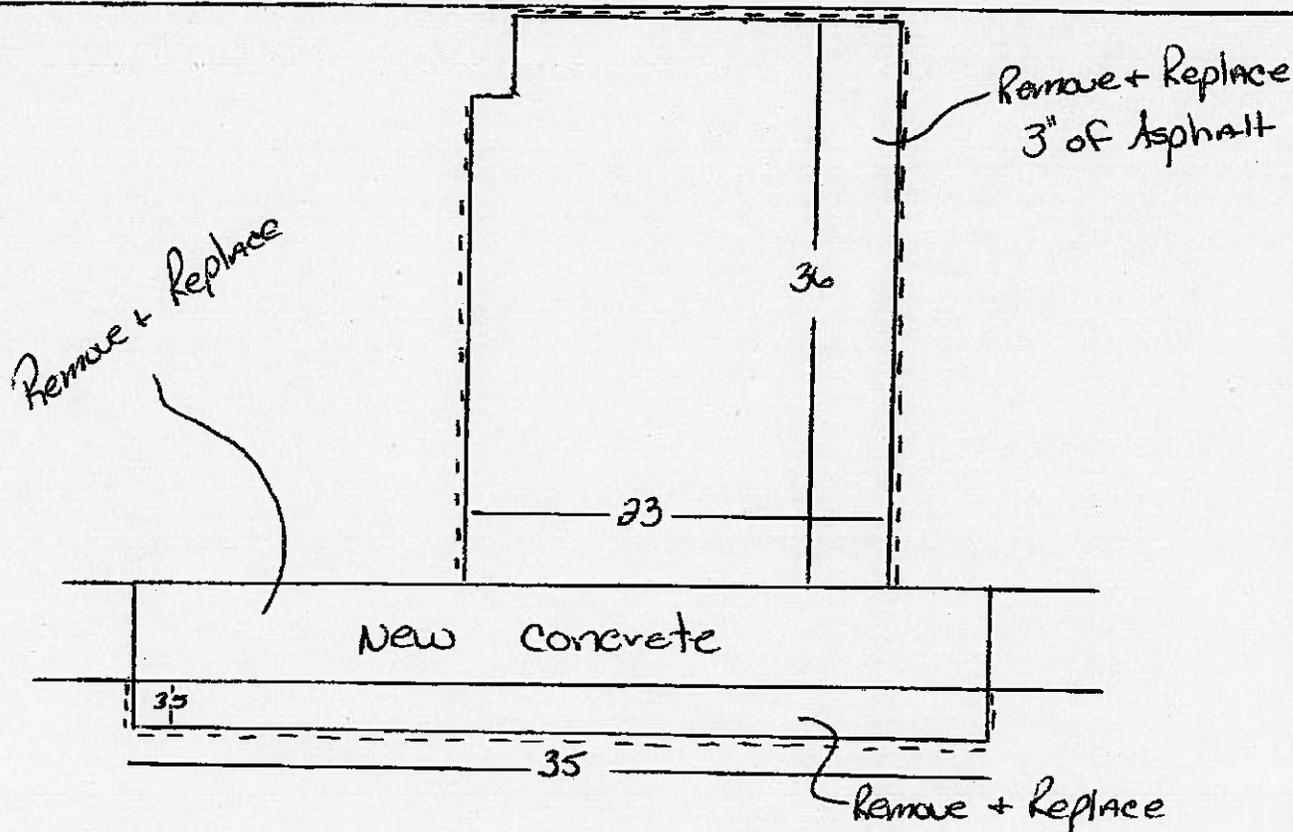
1-715-732-0678 or 1-800-223-5007 FAX 1-715-732-2819

ASPHALT BID FORM

ATTN: Jim Mekash

DATE 5-13-16 PHONE NUMBER 906-290-4917 PRICE PER JOB _____
CUSTOMER NAME Menominee County Court House AREA TO BE COVERED _____
ADDRESS 839 10th Ave ONE COURSE COMPACTED 3" TWO COURSE COMPACTED _____
CITY, STATE, ZIP CODE Menominee, mi 49858 BLACKTOP PREP
DIGGER'S HOTLINE _____ PO # _____ GRAVEL _____ OTHER _____

Note: Our industry is based heavily on petroleum products. Therefore due to the volatile petroleum market at this time, Biehl Construction Co., Inc., reserves the right to adjust the above price.



CUSTOMER SIGNATURE

ESTIMATOR SIGNATURE

Ken Peterson

INTEREST - 1½% PER MONTH (18% PER YEAR) AFTER 30 DAYS.

CONTRACTOR IS NOT RESPONSIBLE FOR CONCRETE BREAKAGE DUE TO CONSTRUCTION EQUIPMENT TRAFFIC, CRACKING ON RESURFACE JOBS, FROST CRACKS OR VEGETATION GROWTH.

- SEE REVERSE SIDE FOR ADDITIONAL TERMS AND CONDITIONS -

Budget Amendments #4

32	5/18/2016	Moving PT 911 Employees to a newly created PT Salaries Account (Reporting Purposes)	\$ 79,764.00	266-325-705.00
			\$ 2,000.00	266-325-705.02
			\$ 10,000.00	266-325-706.00
			\$ (91,764.00)	266-325-704.00
33	5/18/2016	Moving PT 911 Employees to a newly created PT Salary Account (Reporting Purposes)	\$ 1,000.00	266-326-705.02
			\$ 1,000.00	266-326-706.00
			\$ (2,000.00)	266-326-704.00
34	5/18/2016	Moving PT Family Court Employee to a newly created PT Salary Account (Reporting Purposes)	\$ 37,494.00	101-131-705.00
			\$ (37,494.00)	101-131-704.00
35	5/18/2016	Hannahville Grant Received (Shakey Lakes)	\$ 2,500.00	220-000-580.02
			\$ 2,500.00	220-752-953.01
36	5/18/2016	Hannahville Grant Received (Admin)	\$ 7,500.00	101-000-441.01
			\$ 7,500.00	101-172-934.00
37	5/18/2016	Hannahville Grant Received (EMS)	\$ 6,600.00	101-000-441.04
			\$ 6,600.00	101-426-634.02

2015-2016

BUDGET AMENDMENT
NUMBER #32

Date: May 18, 2016

Re: Moving PT 911 Employees to PT Salaries (for reporting purposes)
Created PT Salaries Account

Account Number	DESCRIPTION		Budget
266-325-705.00	PT Salaries	\$	79,764.00
266-325-705.02	Call In	\$	2,000.00
266-325-706.00	Over Time	\$	10,000.00
266-325-704.00	FT Salaries	\$	(91,764.00)

Menominee County
Request for Budget Amendment

32

Budget Year: 2015/2016

Please Increase

Expenditure Account	266-325-705.00	by	\$79,764.00
	Salaries - Part Time		
	<hr/>		<hr/>
	266-325-705.02		\$2,000.00
	Call in		
	<hr/>		<hr/>
	266-325-706.00		\$10,000.00
	Over Time (OT)		
	<hr/>		<hr/>
	<hr/>		<hr/>

Please Decrease

Expenditure Account	266-325-704.00	by	(\$91,764.00)
	Salaries - FT		
	<hr/>		<hr/>

Date of Request

Justification

Requesting Department

Elected Official/Dept. Head

Chief Fiscal Officer's Approval

Date Posted to General Ledger

Posted by:

E-911 Budget - Revenues**Fund: Special Revenue (266)****Activity: E-911 (000)**

<u>Account Number</u>	<u>Account Title</u>	<u>2013/2014 Budget</u>	<u>2013/14 Actual</u>	<u>2014/15 Budget</u>	<u>2015/16 Budget</u>
541.00	State/All Device phoneSurcha	145,000	144,856	145,000	145,000
542.00	State-Training Fund	-	5,470	-	-
628.00	Telephone Surcharge	565,000	536,753	565,000	565,000
677.00	Reimbursements	-	223	-	-
699.00	General Fund Appropriation	\$ -	\$ -	\$ -	\$ -
699.01	Surplus Applied	100,000	-	-	-
	Total	\$ 810,000	\$ 687,301	\$ 710,000	\$ 710,000

E-911 Budget - Expenditures**Fund: Special Revenue (266)****Activity: E-911 (325)**

<u>Account Number</u>	<u>Account Title</u>	<u>2013/2014 Budget</u>	<u>2013/14 Actual</u>	<u>2014/15 Budget</u>	<u>2015/16 Budget</u>
704.00	Salaries - Permanent/hol/shift	389,899	390,327	397,071	318,973
705.00	Salaries - Part time				79,764
705.02	Call-In	2,000	1,004	2,000	2,000
706.00	Over Time - OT				10,000
707.00	Longevity	5,750	5,650	6,100	6,550
712.00	Hospital Insurance	53,145	55,277	55,806	65,593
712.02	HRA Reimbursements	8,000	(835)	1,000	-
712.03	Funded Co-insurance				-
713.00	Life Insurance	210	193	210	210
715.00	FICA-OASDI	25,008	25,926	25,453	25,971
715.01	FICA-Med	5,849	6,063		6,074
716.00	Workmen's Compensation	1,424	1,773	1,450	1,478
718.00	Retirement - DC	42,765	47,845	44,800	1,884
718.01	Qualifying Retirement	10,000	10,142	10,000	-
718.02	MERS unfunded liability	100,000	-	50,000	63,137
727.00	Office Supplies	1,000	460	1,000	1,000
727.01	GIS Other Operating Expense	2,500	101	2,500	2,500
728.00	Office Equipment 9-11	2,000	-	2,000	2,000
728.01	Office Equipment Maintenance	3,000	-	3,000	3,000
729.00	Postage	100	4	100	100
755.00	Other Operating Expenses	1,000	677	1,000	1,000
802.00	Memberships 740+100+92	970	932	970	970
807.00	Legal Fees	1,000	-	1,000	1,000
850.00	Verizon-.40& .49 ATT-300x12	3,600	3,446	3,600	3,600
860.00	Travel	1,500	244	1,500	1,500
881.00	General Training	-	-	-	-
934.00	Equip Repair & Maintenance	2,886	2,813	2,886	2,886
934.01	Equip Repair & Maint - Radio	10,000	1,355	10,000	10,000
970.00	Capital Outlay - revenues	(9,701)	(129,947.04)	(50,578)	(25,669)
970.01	Capital Outlay -	2,366	1,840	14,464	-
976.00	Tower Backup Batteries	500	175	500	500
	Total	\$ 666,770	\$ 425,465	\$ 587,832	\$ 586,021

2015-2016

BUDGET AMENDMENT
NUMBER #33
Date: May 18, 2016

Re: Moving PT 911 Employees to PT Salaries (for reporting purposes)

Account Number	DESCRIPTION		Budget
266-326-705.02	Call In	\$	1,000.00
266-326-706.00	Over Time	\$	1,000.00
266-326-704.00	FT Salaries	\$	(2,000.00)

Menominee County
Request for Budget Amendment

#33

Budget Year: 2015/2016

Please Increase

Expenditure Account	266-326-705.02	by	\$1,000.00
	Call-in		
	<hr/> 266-326-706.00		<hr/> \$1,000.00
	Over Time (OT)		
	<hr/>		<hr/>
	<hr/>		<hr/>
	<hr/>		<hr/>

Please Decrease

Expenditure Account	266-326-704.00		
	Salaries - FT		(\$2,000.00)
	<hr/>		<hr/>

Date of Request

Justification

Requesting Department

Elected Official/Dept. Head

Chief Fiscal Officer's Approval

Date Posted to General Ledger

Posted by:

E-911 Budget - Expenditures

Activity: E-911 (266)

Fund: CMRS Emergency 911 (326)

<u>Account Number</u>	<u>Account Title</u>	<u>2013/2014 Budget</u>	<u>2013/14 Actual</u>	<u>2014/15 Budget</u>	<u>2015/16 Budget</u>
704.00	Salaries - Permanent	43,858	47,102	44,747	43,588
705.02	Call-In	400	396	400	1,000
706.00	Over Time (OT)				1,000
707.00	Longevity	550	550	600	650
712.00	Hospital Insurance	16,868	18,173	18,774	19,690
712.02	HRA Reimbursements	4,000	30	1,000	-
712.03	Funded Co-insurance				-
713.00	Life Insurance	30	28	30	30
715.00	FICA-OASDI	2,546	2,938	2,645	2,562
715.01	FICA-Med	595	687	619	599
716.00	Workmen's Compensation	149	168	155	156
718.00	Retirement - DC	5,135	6,877	5,243	-
718.01	MERS Unfunded liability	-	-	-	6,749
728.01	Office Equipment Maintenance	24,155	24,155	25,155	25,155
729.00	Postage		-	-	-
881.00	General Training	10,000	8,675	10,000	10,000
942.00	Rental	12,800	10,420	12,800	12,800
970.00	Capital Outlay - radio	22,143	20,578	-	-
		<u>\$ 143,230</u>	<u>\$ 140,777</u>	<u>\$ 122,168</u>	<u>\$ 123,979</u>

2015-2016

BUDGET AMENDMENT
NUMBER #34
Date: May 18, 2016

Re: Moving PT Family Court EE to PT Salaries Account for Reporting Purposes

Account Number	DESCRIPTION		Budget
101-131-705.00	PT Salaries	\$	37,494.00
101-131-704.00	FT Salaries	\$	(37,494.00)

Menominee County
Request for Budget Amendment

#34

Budget Year: 2015/2016

Please Increase

Revenue/Expenditure Account	<u>101-131-705.00</u>	by	<u>\$37,494.00</u>
	<hr/>		<hr/>

Please Decrease

Revenue/Expenditure Account	<u>101-131-704.00</u>	by	<u>(\$37,494.00)</u>
	<hr/>		<hr/>

Date of Request

Justification

Requesting Department

Elected Official/Dept. Head

Chief Fiscal Officer's Approval

Date Posted to General Ledger

Posted by:

Fund: General (101)
Activity: Circuit/Family Court (131)
 Judges-Ceilello&Barglind

Account Number	Account Title	2013/2014 Budget	2013/14 Actual	2014/15 Budget	2015/16 Budget
702.00	Administrative Expense	70,000	101,880	70,000	70,000
704.00	Salaries - Permanent	37,494	37,638	37,494	-
705.00	Salaries - Part Time				37,494
716.00	Workers Compensation	161	210	161	165
727.00	Office Supplies	750	220	750	750
729.00	Postage	100	177	100	100
805.00	Jury Fees	15,000	1,138	15,000	2,500
806.00	Stenographers	6,000	2,675	6,000	6,000
807.00	Legal	65,000	66,004	65,000	65,000
858.01	Marriage Counseling	4,000	275	4,000	4,000
858.03	Computer Services	8,000	7,084	11,768	11,768
860.00	Travel	3,000	4,667	3,000	3,000
931.00	Office Equipment - Maintenance	1,000	89	1,000	1,000
942.00	Rental	1,800	1,163	1,300	1,300
970.00	Capital Outlay	-	-	-	-
983.00	Packet Supplies	150	-	-	-
Total		\$212,455	\$223,221	\$215,573	\$203,077

2015-2016

BUDGET AMENDMENT

NUMBER #35

Date: May 18, 2016

Re: Hannahville Grant Received

Account Number	DESCRIPTION		Budget
220-000-580.02	Local Grant/Shakey Lakes	\$	2,500.00
220-752-953.01	Shakey Lakes Improvements	\$	2,500.00

Menominee County
Request for Budget Amendment

#35

Budget Year: 2015/2016

Please Increase

Revenue Account

220-000-580.02
Local Grant/Shakey Lakes

by

\$2,500.00

Please Increase

Expenditure Account

220-752-953.01
Shakey Lakes Improvements

by

\$2,500.00

Date of Request

Justification

Requesting Department

Elected Official/Dept. Head

Chief Fiscal Officer's Approval

Date Posted to General Ledger

Posted by:



HANNAHVILLE
INDIAN COMMUNITY
N14911 HANNAHVILLE B1 RD.
WILSON, MICHIGAN 49896-9728
Administration: (906) 466-2932; (906) 723-2600
Fax: (906) 466-2933



May 6, 2016

Menominee County
Brian Bousley, County Administrator
839 10th Ave.
Menominee, MI 49858

Project Information
Menominee County
030-16-0516-03YM
Beach Pavilion and Beach House Roof Replacement

Dear Brian Bousley, County Administrator:

Congratulations! The Hannahville Indian Community's Tribal Council has approved a 2% Grant to your agency in the amount of \$2500 for your grant project.

Enclosed you will find 2 copies of the grant agreement. Please sign both copies and return them both by Wednesday, May 18, 2016 to:

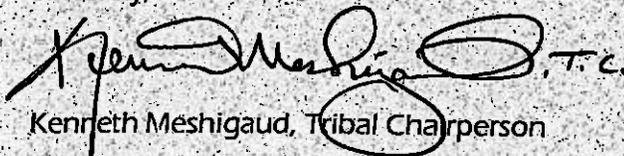
Jill Beaudo
Resource Development
Hannahville Indian Community
N14911 Hannahville B-1 Rd.
Wilson, MI 49896.

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Please note that information regarding all required grant reporting is enclosed. Please read all instructions carefully to ensure your compliance with the reporting requirements.

Should you have any questions, please contact Jill Beaudo, Resource Developer at 906-723-2625. Congratulations and good luck with your project.

Sincerely,


Kenneth Meshigaud, Tribal Chairperson

Enclosures

KENNETH MESHIGAUD
Tribal Chairperson

ELAINE MESHIGAUD
Tribal Vice-Chairperson

TAMMY MESHIGAUD
Tribal Secretary

LISA LITTLE
Tribal Treasurer

Council Members: John Meshigaud Sr., D. Joe Sagataw, Chad Harris, Charlotte Harris, Jackie Kang, Robin Halfaday, Noreena Meshigaud-Dwyer, Earl Meshigaud, Sr.

Park Improvement Fund Budget - Revenues

Fund: Special Revenue (220)

Activity: Park Improvement Fund (000)

<u>Account Number</u>	<u>Account Title</u>	<u>2013/2014 Budget</u>	<u>2013/14 Actual</u>	<u>2014/15 Budget</u>	<u>2015/16 Budget</u>
541.00	State Payment	-	-	-	-
542.00	State Grant - Fishing Museum	-	-	-	-
580.00	Local Grant - Stoney Point	-	-	-	-
580.01	Local Grant - Bailey Park	-	-	-	-
580.02	Local Grant - Shakey Lakes	-	-	-	2,500
652.01	Boat Fees	3,500	3,733	3,500	3,500
676.00	Misc. Receipts (designated)	-	-	-	4,500
699.00	General Fund Appropriation	-	13,421	-	20,000
	Total	\$ 3,500	\$ 17,153	\$ 3,500	\$ 28,000

Park Improvement Fund Budget - Expenditures

Fund: Special Revenue (220)

Activity: Park Improvement Fund (752)

<u>Account Number</u>	<u>Account Title</u>	<u>2013/2014 Budget</u>	<u>2013/14 Actual</u>	<u>2014/15 Budget</u>	<u>2015/16 Budget</u>
953.01	Shakey Improvements	-	12,273	-	15,400
953.02	Kleinke Improvements	-	-	-	4,000
953.03	River Park Improvement	-	1,336	-	17,586
953.04	Bailey Park Improvements	-	1,148	-	4,000
953.05	Stoney Point Improvements	6,300	-	6,300	6,300
		\$ 6,300	\$ 14,757	\$ 6,300	\$ 47,286

Activity: Museum (804)

- 704.00 Salaries/Fishing Museum
- 755.00 Operating Supplies/Fishing
- 860.00 Travel/Fishing Museum
- 985.00 Equipment

2015-2016

BUDGET AMENDMENT
NUMBER #36
Date: May 18, 2016

Re: Hannahville Grant Received

Account Number	DESCRIPTION		Budget
101-000-441.01	Hannahville Grant - Admin	\$	7,500.00
101-172-934.03	Hannahville Grant - Expenses	\$	7,500.00

Menominee County
Request for Budget Amendment

#36

Budget Year: 2015/2016

Please Increase

Revenue Account

101-000-441.01
Hannahville Grant Admin.

by

\$7,500.00

_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

Please Increase

Expenditure Account

101-172-934.03
Hannahville Grant Expense

by

\$7,500.00

_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

Date of Request _____

Justification _____

Requesting Department _____

Elected Official/Dept. Head _____

Chief Fiscal Officer's Approval _____

Date Posted to General Ledger _____

Posted by: _____



HANNAHVILLE
INDIAN COMMUNITY
N14911 HANNAHVILLE B1 RD.
WILSON, MICHIGAN 49896-9728
Administration: (906) 466-2932; (906) 723-2600
Fax: (906) 466-2933



May 6, 2016

Menominee County
Brian Bousley, County Administrator
839 10th Ave.
Menominee, MI 49858

Project Information
Menominee County
030-16-0516-035M
Menominee County Fair Horse Arena

Dear Brian Bousley, County Administrator:

Congratulations! The Hannahville Indian Community's Tribal Council has approved a 2% Grant to your agency in the amount of \$5000 for your grant project.

Enclosed you will find 2 copies of the grant agreement. Please sign both copies and return them both by Wednesday, May 18, 2016 to:

Jill Beaudou
Resource Development
Hannahville Indian Community
N14911 Hannahville B-1 Rd.
Wilson, MI 49896.

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Kenneth Meshigaud, Tribal Chairperson

Enclosures

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Tribal Chairperson

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TAMMY MESHIGAUD
Tribal Secretary

LISA LITTLE
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N14911 HANNAHVILLE B1 RD.
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Administration: (906) 466-2932; (906) 723-2600
Fax: (906) 466-2933



May 6, 2016

Menominee County
Brian Bousley, County Administrator
839 10th Ave.
Menominee, MI 49858

Project Information
Menominee County
030-16-0516-034M
Courthouse Reception

Dear Brian Bousley, County Administrator:

Congratulations! The Hannahville Indian Community's Tribal Council has approved a 2% Grant to your agency in the amount of \$2500 for your grant project.

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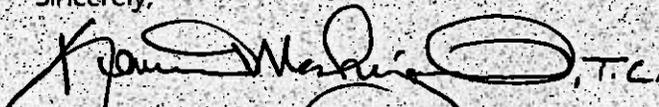
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Hannahville Indian Community
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Enclosures

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LISA LITTLE
Tribal Treasurer

Council Members: John Meshigaud Sr., D. Joe Sagataw, Chad Harris, Charlotte Harris, Jackie Kang, Robin Halfaday, Noreena Meshigaud-Dwyer, Earl Meshigaud, Sr.

Fund: General (101)
Activity: County Administrator (172)

<u>Account Number</u>	<u>Account Title</u>	<u>2013/2014 Budget</u>	<u>2013/14 Actual</u>	<u>2014/15 Budget</u>	<u>2015/16 Budget</u>
704.00	Salaries - Permanent	115,912	116,155	117,569	118,443
707.00	Longevity	200	200	250	300
713.00	Life Insurance	60	55	60	60
715.00	FICA-OASDI	6,744	6,989	6,850	6,774
715.01	FICA-Med	1,577	1,634	1,602	1,584
716.00	Workmen's Compensation	1,326	1,730	1,332	1,317
718.00	Retirement DC	12,187	8,705	4,767	4,767
718.01	Flat Rate Retirement	-	-	37,452	41,620
727.00	Office Supplies	1,000	984	1,000	1,000
727.01	Office Supplies - Unallocated	1,000	1,423	1,000	1,000
729.00	Postage	1,000	46	1,000	1,000
801.01	Professional Physicals	500	-	500	500
802.00	Memberships/Subscriptions	500	328	500	500
860.00	Travel/Education	700	766	900	1,600
900.00	Printing & Publishing	500	-	300	300
931.00	Office Equipment - Maintenance	1,500	433	1,500	1,500
931.01	Office Equip Maint - Unallocated	3,500	3,074	3,500	3,500
934.03	Hannahville Grant expenses				7,500
942.00	Equip Rent/Lease-US Bank	5,147	1,477	5,147	5,147
970.00	Capital Outlay - computer/laptop CT.	-	-	-	2,200
Total		\$ 153,354	\$ 143,998	\$ 185,230	\$ 200,611
	Hospital Ins. - other legislative	\$ 37,780		\$ 37,780	\$ 37,971
	Flat rate retirement				\$ 8,633
		\$ 191,134			\$ 247,215

Fund: General (101)
Activity: Revenues (000)

<u>Account Number</u>	<u>Account Title</u>	<u>2013/2014 Budget</u>	<u>2013/14 Actual</u>	<u>2014/15 Budget</u>	<u>2015/16 Budget</u>
402.00	Current Taxes	4,971,190	5,035,292	5,030,742	5,133,851
402.01	Haycreek & Bridgeview	3,500	4,771	4,000	4,500
402.02	Hermansville Housing Comm	500	-	400	-
402.03	Haycreek				
402.04	Stephenson Housing	650	1,643	750	1,500
402.05	Senior Citizen Coop house-tax e	11,000	12,116	12,116	12,116
404.00	Trailer Tax	600	955	600	900
420.00	Delinquent Personal Property	3,000	4,253	6,000	2,000
420.01	County Delinquent Personal Prop	500	761	500	200
420.02	DNR - PILT	24,900	26,478	26,686	26,686
429.00	Commercial Forest Reserve	34,000	40,669	40,000	40,000
429.01	CFR Withdrawal	1,500	1,655	1,000	1,000
430.00	PILT (Swamp Tax)	89,500	89,172	133,758	178,263
441.01	Hannahville Grant - Admin	3,675	3,675	-	12,500
441.02	Hannahville Grant - Sheriff	-	13,691	-	-
441.03	Hannahville Grant- Extension	2,500	2,500	12,660	-
441.04	Hannahville Grant - Emerg. Sen	-	-	11,210	6,600
441.05	Homeland Security Grant	-	-	-	-
445.00	Cnty Summer Interest on Taxes	23,000	26,089	24,000	24,000
476.00	Marriage Licenses	1,200	1,280	1,200	-
476.01	Marriage Fees - FOC	2,200	2,340	-	2,400
478.00	Dog Licenses	2,500	3,833	3,000	3,000
520.00	PASSR - Prosecuting Atty-Fed	79,489	59,765	79,489	65,000
521.00	PASSR - Friend of Court-Fed	195,000	181,491	195,000	195,000
541.00	Probate Judges Salary	105,000	103,247	105,000	105,000
541.01	Probate Standardization	45,724	45,724	45,724	45,724
541.02	Circuit Standardization	37,494	37,494	37,494	37,494
541.03	District Standardization	45,724	45,724	45,724	45,724
541.04	Court Equity Fund Dist.	95,000	99,778	95,000	95,000
544.00	Marine Safety	7,000	5,300	7,000	7,000
544.01	Snowmobile Grant	5,500	4,500	5,500	5,500
544.02	ORV Grant	5,000	10,232	5,000	5,000
544.03	ATV State Grant/Sheriff	2,500	-	2,500	2,500
545.00	Emerg Mngt Program Grant	15,000	9,599	15,000	15,000
546.00	District Case flow Assistance	8,000	7,193	8,000	7,000
546.01	Drug Case Mngt - Circuit Ct	-	84	-	-
560.00	Crime Victims Rights/State	11,994	12,294	11,994	12,000
570.00	County Cigarette Tax				
570.01	Sheriff Cigarette Tax	350	231	237	237
570.02	Health Dept/Cigarette Tax	850	675	570	570
571.00	Convention & Tourism Tax	59,990	94,451	95,656	47,709
572.00	Friend of Court Incentive	30,000	56,926	30,000	49,500
574.00	State Shared Revenue	409,424	424,840	530,794	530,794
578.00	Township Liquor	8,000	9,934	9,000	9,000
601.00	Circuit Court	6,500	7,621	6,500	6,500
602.00	Late Fees - Circuit Court	-	-	-	-

2015-2016

BUDGET AMENDMENT

NUMBER #37

Date: May 18, 2016

Re: Hannahville Grant Received

Account Number	DESCRIPTION		Budget
101-000-441.04	Emergency Services - 2% Grant	\$	6,600.00
101-426-934.02	Hannahville Grant - Expenses	\$	6,600.00

Menominee County
Request for Budget Amendment

#37

Budget Year: 2015/2016

Please Increase

Revenue Account

101-000-441.04
Emergency Services 2% Grant

by

\$6,600.00

Please Increase

Expenditure Account

101-426-934.02
Hannanv. Grant Expenses

by

\$6,600.00

Date of Request

Justification

Requesting Department

Elected Official/Dept. Head

Chief Fiscal Officer's Approval

Date Posted to General Ledger

Posted by:



HANNAHVILLE
INDIAN COMMUNITY
N14911 HANNAHVILLE B1 RD.
WILSON, MICHIGAN 49896-9728
Administration: (906) 466-2932, (906) 723-2600
Fax: (906) 466-2933



May 6, 2016

Menominee County
Brian Bousley, County Administrator
839 10th Ave.
Menominee, MI 49858

Project Information
Menominee County Emergency Services
030-16-0516-013M
Nightlock Classroom Security Project

Dear Brian Bousley, County Administrator:

Congratulations! The Hannahville Indian Community's Tribal Council has approved a 2% Grant to your agency in the amount of \$6600 for your grant project.

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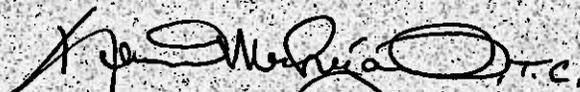
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Enclosures

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LISA LITTLE
Tribal Treasurer

Council Members: John Meshigaud Sr., D. Joe Sagataw, Chad Harris, Charlotte Harris, Jackie Kang, Robin Halfaday, Noreena Meshigaud-Dwyer, Earl Meshigaud, Sr.

Fund: General (101)
Activity: Emergency Management (426)

<u>Account Number</u>	<u>Account Title</u>	<u>2013/2014 Budget</u>	<u>2013/14 Actual</u>	<u>2014/15 Budget</u>	<u>2015/16 Budget</u>
704.00	Salaries - Permanent	38,224	9,952	0	34,272
705.00	Salaries -part time	-	-	22,549	-
707.00	Longevity	-	-	-	-
712.00	Hospital Insurance-opt out	-	-	-	4,800
713.00	Life Insurance	30	2	30	30
715.00	FICA-OASDI	2,277	700	1,305	2,422
715.01	FICA-Med	532	164	305	567
716.00	Workmen's Compensation	886	171	523	893
718.00	Retirement DC	6,578	46	-	3,126
727.00	Office Supplies	500	252	200	300
729.00	Postage	75	-	75	75
755.00	Other Operating Expenses	350	392	500	500
850.00	Telephone-cell phone	732	561	732	732
860.00	Travel	500	(99)	600	2,000
934.02	Hannahville Grant expenses	-	-	11,210	6,600
934.03	Homeland Security Expenses	-	-	-	-
963.00	Education/Service	300	-	300	300
963.01	Radio Subscriber fees	200	-	200	200
970.00	Capital Outlay	-	-	-	-
	Total	\$ 51,185	\$ 12,140	\$ 38,529	\$ 56,817
	hospital ins. - other legislative	6,015	-	-	-
		57,200			56,817

Fund: General (101)
Activity: Revenues (000)

<u>Account Number</u>	<u>Account Title</u>	<u>2013/2014 Budget</u>	<u>2013/14 Actual</u>	<u>2014/15 Budget</u>	<u>2015/16 Budget</u>
402.00	Current Taxes	4,971,190	5,035,292	5,030,742	5,133,851
402.01	Haycreek & Bridgeview	3,500	4,771	4,000	4,500
402.02	Hermansville Housing Comm	500	-	400	-
402.03	Haycreek				
402.04	Stephenson Housing	650	1,643	750	1,500
402.05	Senior Citizen Coop house-tax e	11,000	12,116	12,116	12,116
404.00	Trailer Tax	600	955	600	900
420.00	Delinquent Personal Property	3,000	4,253	6,000	2,000
420.01	County Delinquent Personal Prop	500	761	500	200
420.02	DNR - PILT	24,900	26,478	26,686	26,686
429.00	Commercial Forest Reserve	34,000	40,689	40,000	40,000
429.01	CFR Withdrawal	1,500	1,655	1,000	1,000
430.00	PILT (Swamp Tax)	89,500	89,172	133,758	178,263
441.01	Hannahville Grant - Admin	3,675	3,675	-	12,500
441.02	Hannahville Grant - Sheriff	-	13,691	-	-
441.03	Hannahville Grant- Extension	2,500	2,500	12,660	-
441.04	Hannahville Grant - Emerg. Sen	-	-	11,210	6,600
441.05	Homeland Security Grant	-	-	-	-
445.00	Cnty Summer Interest on Taxes	23,000	23,089	24,000	24,000
476.00	Marriage Licenses	1,200	1,280	1,200	-
476.01	Marriage Fees - FOC	2,200	2,340		2,400
478.00	Dog Licenses	2,500	3,833	3,000	3,000
520.00	PASSR - Prosecuting Atty-Fed	79,489	59,765	79,489	65,000
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541.00	Probate Judges Salary	105,000	103,247	105,000	105,000
541.01	Probate Standardization	45,724	45,724	45,724	45,724
541.02	Circuit Standardization	37,494	37,494	37,494	37,494
541.03	District Standardization	45,724	45,724	45,724	45,724
541.04	Court Equity Fund Dist.	95,000	93,778	95,000	95,000
544.00	Marine Safety	7,000	5,900	7,000	7,000
544.01	Snowmobile Grant	5,500	4,500	5,500	5,500
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546.00	District Case flow Assistance	8,000	7,193	8,000	7,000
546.01	Drug Case Mngt - Circuit Ct	-	84	-	-
560.00	Crime Victims Rights/State	11,994	12,234	11,994	12,000
570.00	County Cigarette Tax				
570.01	Sheriff Cigarette Tax	350	281	237	237
570.02	Health Dept/Cigarette Tax	850	675	570	570
571.00	Convention & Tourism Tax	59,990	94,451	95,656	47,709
572.00	Friend of Court Incentive	30,000	56,926	30,000	49,500
574.00	State Shared Revenue	409,424	424,840	530,794	530,794
578.00	Township Liquor	8,000	9,334	9,000	9,000
601.00	Circuit Court	6,500	7,621	6,500	6,500
602.00	Late Fees - Circuit Court	-	-	-	-

Estimated Cost to County on Hiring Employees
to Provide Food Services in Jail Facility

Prepared: 5/26/2016

Full-time Employee		
Gross Hourly Wage:	\$	20.30
X 80 hour pay period	\$	1,624.00
annual wages	\$	43,077.00
holiday pay	\$	4,928.98
Longevity	\$	1,000.00
Hospital Ins	\$	6,444.56
Life Ins	\$	30.00
FICA	\$	2,938.47
FICA - Med	\$	687.22
Work Comp	\$	2,183.45
Retirement		fixed rate
Total	\$	61,889.00
Uniform?	\$	600.00

Part-time Employee		
Gross Hourly Wage:	\$	10.50
X 26 hour pay period	\$	273.00
annual wages	\$	7,098.00
holiday pay		n/a
Longevity		n/a
Hospital Ins		n/a
Life Ins		n/a
FICA	\$	440.08
FICA - Med	\$	102.92
Work Comp	\$	176.53
Retirement		n/a
Total	\$	8,101.03
Uniform?		
Part-time employee times 2	\$	16,202.06

Anticipated Food Costs for County		
Average food cost per month from 1/2014 thru 4/2014	\$	4,600.00
plus 2% increase	\$	92.00
Adjusted Monthly Total	\$	4,692.00
Adjusted Average * 12 months for Yearly cost of Food	\$	56,304.00

total wages (excl uniform) plus food cost	\$	134,395.06
w/uniform		600
	\$	134,995.06