

*"Menominee – Where the best of Michigan begins"*

## MENOMINEE COUNTY BOARD OF COMMISSIONERS

*Menominee County Courthouse  
839 10th Avenue  
Menominee, Michigan 49858*

*Brian R. Bousley - County Administrator  
Sherry DuPont - Administrative Assistant  
Telephone: (906) 863-7779 or 863-9648  
Fax: (906) 863-8839*

## MENOMINEE COUNTY FINANCE COMMITTEE

~A QUORUM OF THE BOARD MAYBE PRESENT~

**DATE:** Wednesday ~ March 16, 2016  
**TIME:** 10:30 AM  
**PLACE:** Menominee County Administration office; Courthouse

### \*\*\*\*\*AGENDA\*\*\*\*\*

1. Call Meeting to Order
2. Pledge of Allegiance
3. Roll Call
4. Approval of Agenda
5. Approval of Previous Minutes ~ 11.23.15 & 12.17.2015
6. Public Comment (limited to 5 minutes on agenda items only)
7. Business
  - a. Twin County Airport – Full time lineman
  - b. Parks summer hire – Part Time, seasonal park ranger
  - c. 2015/16 Budget Amendment #2 (20-28)
  - d. 2014/15 Audit surplus discussion
8. Public Comment
9. Commissioner Comment
10. Adjournment

*Bernie Lang    Charlie Meintz - Chairperson    Larry Schei - Vice Chairperson    James Furlong  
Raymond Williams    John Nelson    William Cech    Gerald Piche    Jan Hafeman*

Menominee County Finance Committee  
Minutes of Meeting  
November 23, 2015

\*\*\*\*\*DRAFT\*\*\*\*\*

The Finance Committee met on November 23, 2015 at 8:30 AM at the Menominee County Annex Building, Stephenson, MI.

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

**Others present:** Brian Bousley, Sherry DuPont

**Call Meeting to order:** Chairperson Nelson called the meeting to order at 8:30 AM.

**Pledge of Allegiance:** The Pledge of Allegiance was recited

**Roll Call:** Roll call was taken; Com. Cech was absent.

**Agenda** was approved by Com. Hafeman and supported by Com. Schei as written. Motion approved 3/0.

**Previous Meeting minutes:** Com. Schei approved, Com. Hafeman supports previous minutes from September 3 and September 21, 2015.

**Public Comment:** None

Com. Cech enters the meeting at 8:34 AM

**Business:**

- a. **2014/15 Budget Discussion – Bousley:** We've got the audit numbers. We were over in revenues by \$136,000 and under in expenses by \$770,000. But you have to take out the \$200,000 for the 3-way road money, which leaves us with a \$570,000. Building code owes us \$17,000, which brings us back up to \$723,949 but if you subtract out the money we saved by closing out the defined benefit divisions, gives us an extra 223,000. So if you look at it, we were under budget by about \$500,000 this past year. Page 3 & 4 bottom line numbers for departments. The big ones are, Circuit Ct. we got billed two months after the fourth quarter, \$24,000 so they were a minus. All administrative fees. Elections – Marc will be getting reimbursements for that so it should take care of itself. Marine Law – a couple of rescues they had to do. Hazardous Waste we knew was over. Medical examiner – all the autopsies we had to do there this year. Annex we were over by \$20,000 but Paul didn't get me an invoice yet for the fourth quarter. **Nelson:** Why were we over budget in the clerk and treasurer's office? (Surplus) Why did that occur? **Bousley:** Part of that is due to retirement. **Nelson:** I know some of that comes from billing us at 29 hrs. vs. the 20 hrs. being used which I first found out at the county board meeting that had plenty of money in the budget to do a DMG study. **Cech:** Isn't that what they called for; hours were for a part time employee? All respond with "it's 25". **Nelson:** but 20 hours is what they're using. The budget should reflect what they're doing in their office. Now they bill for 29 but use 20. The DMG thing should have been brought to Finance, we didn't do that. It's a line item transfer from PT to FT and we didn't do that. Just like the 3.25 increase in pay raises. That didn't come back to Finance either, and it should have. Our budget should be relatively tight. If you need more money you come back and ask for it. We're running this half hazardous and running a \$500,000 surplus and we're being billed more. What we should do is do a budget by line item and adjust it throughout the year. Some things are estimated, especially the courts. But your fixed salaries, benefits should be accurate. To not consult with finance for approval is absurd. (pay raises). **Cech:** I asked Diane about this being budgeted for 29 hrs for her part timer. I don't remember who she

said or the reasoning, but it is already set in there when she gets the budget. **Nelson:** The rules are 25 hrs. for part timers. Having finance items go to the board without going to the finance committee is just poor management on our part. The finance committee should be appalled by that. **Cech:** Is it true or not, in previous years, when everyone got a 2% increase the elected officials did not? **Nelson:** That is absolutely correct. The employees got a raise, the elected officials did not. Logic behind it, when you run for office, that's the salary for the term of that office. As a member of finance, Bill, I can't believe you're not upset with people padding numbers or not coming back to finance to ask to compensate for the DMG. We could have said no. It was shoved down our throats. We should get this budget in line with what people are actually spending. Because what I see here is that we're over taxing the tax payers. **Schei:** How do we reprimand them John? How do we go about helping them with their budgets? **Bousley:** Once we get the BS&A running in here everything will be better. Everyone will be able to punch in and see what everyone else is doing. **Schei:** when I look at this budget, it shows me that not only was there a mistake in the treasurer's office, but there were mistakes throughout the budget. Almost everyone over budgeted. We've got a \$500,000 surplus. I don't agree with zeroing in on one or two people, why don't we do zero based budgeting a little better. **Bousley:** A lot of that \$223,000 of that is from the flat rate retirement too. **Schei:** what total percentage of our budget is our surplus? **Bousley:** about 7.2%. **Schei:** when I ran for office I had no clue what the salary was. The county board hasn't come up with a definite rule on that. Past practice was that they automatically get what the other employees get. **Bousley:** I do like the idea of setting it for four years. **Schei:** Marc Kleiman was supposed to come up with a proposal from the clerk's association with that in mind, so at the next election, the county clerks know what they'll be paid. **Hafeman:** I think when they hand out the petitions for elected office, they should tell them there, of the pay associated with that position. **Nelson:** There is a salary set when someone runs for office. There is much discussion about the voting done at a previous county board meeting. Not going before the finance committee first.

- b. **2015/16 Budget Discussion – Brian:** I do have a problem I shared with Jan before. CMI insurance is becoming defunct as of Jan. 1<sup>st</sup>. This is the 911 group insurance. Now I have to go out and find them health ins. We're looking at about a 35-40,000 dollar difference. **Nelson:** that doesn't affect us. That comes out of the 911 accounts, that doesn't affect us. **Bousley:** and they've got plenty to cover. That's just one thing that just came up. It has affected a lot of other businesses around the county. We will have to do a budget adjustment for them when we find out what exactly will happen. **Nelson:** Page 30 does that say 382? Clerk has a 10% increase but they didn't spend what they had last year. Why do we see a 10% increase Brian? **Bousley:** Part of it is the insurance and part of it is the retirement. He had a couple of people opted out of ins. last year and now they opted back in. And retirement is 35,000. **Nelson:** Based on our surplus from last year, realistically what are we looking at for a surplus? **Schei:** if we have another year of a big surplus (overage) in the budget, what would this committee like to recommend we do with that money? I like the idea of giving something back to the taxpayers. I would rather look at MERS and see if we can't do something better with MERS. Instead of nickel and diming line item budgets, just take that surplus and put it into MERS. **Nelson:** I think it's time we ask for a .5mil reduction. It's time. We end up with a \$600,000 surplus. I think it should be on the next board agenda for discussion. **Schei:** Will we put any more money into the building fund? **Bousley:** What I would like to do is split it and put half to the building fund and half to MERS and maybe pay off another division. All commissioners agree with that. Road Patrol has a surplus and I discussed with them to pay off a little of MERS. I'd like to do that too. Probably Dec., Jan. we'll discuss that at the CB, to release that fund to pay down more MERS for them as well. **Nelson:** We're so much better off than every other county that did what we did, even though we were way behind the 8 ball with doing it. We should have done something about it 10 years ago. **Schei:** Big box stores. **Bousley:** it starts with the big box stores but it can move into the businesses too. **Schei:** A lot of the people that own land in the county are converting their Commercial Forrest Reserve (CFR) land to Qualified Forest Plan (QFP) land and that cuts their tax levy in half. How will that affect the County? **Nelson:** It actually affects the schools the most. **Schei:** Now that we have the airport, we're obligated as a sponsor to the FAA to maintain the airport. We are responsible to cover 5% of the grants for any work being done out there. Will the capital outlay budgeted amount (\$85,000) be enough? **Bousley:** We shouldn't have any problems there. Things do happen. If we do, we look through the budget for funding. **Nelson:** With BS&A we should be more efficient. Every other county, except Marquette Co., has a 35 hour work week or a 37.5 hr. work week. If we get more efficient, we could look at being more consistent with other counties. **Hafeman:** How much does PILT payment effect the County? What do we get from it? **Bousley:** Revenue, page 15. **Nelson:** PILT – our actual in 13/14 was \$89,000. **Hafeman:** The reason I'm asking that is because they are putting 12.2 Mil. into the roads for this year and talking about the possibility of cutting PILT. There's 600,000 mil coming from the GF and the rest is coming from a 3 cent/gal

gas tax raise and increases in registration fees. **Nelson:** I see we have a Pella Commercial bid for double hung pane windows. And on the Anderson bid it's a single hung pane. There's a huge difference in the two bids. We should get a bid from Pella for a single pane. We'll need to put out specs and receive bids to see where everything comes in. I believe single hung is better for energy efficiency. **Nelson:** Spoke with Mike Holmes in ref. to records storage. We have room at the airport. **Schei:** we have to look at the room that the college will need. I think we need to cover all bases before we make a final decision.

**Nelson moves to ask the CB for a .5 mil reduction** from the current amount of taxes charged to the public.

**Com. Schei seconds the motion.** To take effect immediately on passing, but to check on the start date for the motion with Peggy. 4/0

**Motion by Com. Hafeman** to take half of the 2014/15 surplus \$ to the building fund and half to MERS toward the payoff **seconded by Com. Cech.** 4/0

**Bousley:** Two last things. We do get back from Worker's comp. we did get a dividend check for \$52,993, and we have to do something with the terminal roof at the airport. Will address at the County Board meeting.

**Nelson:** Does the airport have funding for this? Do we need to recommend the dividend to be added?

**Bousley:** No it's just informational. **Nelson:** Be sure departments are only going to "required" conferences for their departments. In every position description it tells you what is required. Anything over and above, the board needs to agree to allow training to happen.

**Public Comment:** None

**Commissioner Comment:** **Hafeman:** I'm pleased what we'll be doing with the excess funds. **Cech:** I agree with Jan and am happy with the meeting today. **Nelson:** I'm really pleased with the discussion today. I expect the finance committee will be consulted in the future. Hope you have a good ride home.

**Adjourn:** Moved by Com. **Hafeman** supported by Com. **Cech** to adjourn the meeting at 10:05 AM, with a "Happy Thanksgiving" Motion approved 4/0.

Menominee County Finance Committee  
Minutes of Meeting  
December 17, 2015

\*\*\*\*\*DRAFT\*\*\*\*\*

The Finance Committee met on December 17, 2015 at 8:30 AM at the Menominee County Annex Building, Stephenson, MI.

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

**Others present:** Sherry DuPont, Brian Bousley, Diane Lesperance

**Call Meeting to order:** Chairperson Nelson called the meeting to order at 8:30 AM.

**Pledge of Allegiance:** The Pledge of Allegiance was recited

**Roll Call:** Roll call was taken; Com. Cech was absent.

**Agenda** was approved by Com. Hafeman and supported by Com. Schei as written. Motion approved 3/0.

**Previous Meeting minutes:** Minutes from 11/23/15 are not yet available for approval.

**Public Comment:** None

**\*\*\* Com. Cech enters the meeting at 8:34 AM**

**Business:**

- a. **2015/16 Budget Amendments – Bousley:** #1 Richard Sexton went to full time status (32 hrs/wk.) so we had to move his part time salary to the full time line item within his budget. #2 in the Sheriff Dept. there was a change with the EO's salary inc. WC, and the Sup.Contract uniform allowance inc. **DuPont:** Can we go back? On the first amendment, Richard's, there's also a workers' comp change there. The worker's comp numbers increased in Dec. for next year, so this whole budget is going to change because of that. **Nelson:** WC is a line item within each department. Starting from Oct. 1, 2015 it will be at .9 and increase to 1.33 in Jan. We're using .9 for the first qtr. And 1.33 for the rest of the budget. **Bousley:** #3 – Concealed Weapon acct.; Marc purchased a printer and increased postage per the new laws. #4- Library received an anonymous grant. #5 – Shakey lakes pavilion roof replacement. This was a 2% Hannahville Grant. #6- Courthouse Screening Area – this is a 2% grant too. #7 – another anonymous grant for the library. #8 – 911 (325) hospital ins. and WC changes. #9 – 911 (326) Hospital Ins. and WC changes. CMI is becoming defunct at the end of the month. We had to go out and find ins. last minute for them. It's a lot more expensive than the teamsters' ins. **Nelson:** 911 has a surcharge for their funding, so this won't come from the general fund. **Bousley:** #10 – Treasurer's office, chg. EO salary; two employees increased within the DMG; and we decreased the PT salary acct. to reflect 25 hrs/wk. (not 29). **Diane:** This was voted to be put in effective immediately. I don't necessarily need a budget for the PA account, but I can take the increase from there if I want. Both girls do work for the PA account, so I can charge it to that acct. **Nelson:** The DMG wasn't budgeted for the start of the FY. It should have gone into next year's budget, per the bylaws/personnel manual. **Diane:** We submitted all of the paperwork in June, it just didn't get done prior to the FY beginning. If I contracted out to have the title searches done, like Julie does, it would cost us an extra 10 to 15,000 dollars. **Nelson:** We did not follow policy, that's the issue at hand. Not about the work they do or the justification. **Schei:** If the PA123 is not required to be budgeted, why budget it in the future. **Diane:** We don't need a budget, being that I'm the foreclosing governmental unit for that fund, I have jurisdiction over that account. **Nelson:** Who's responsible

for the County Budget? **Bousley:** #11 – Family Court, chg in WC; #12 – Probate Court – Chg. In WC; #13 – PA office, Chg in EO salary, WC, New Emp. In DC; #14 – Clerk’s office – chg. In EO salary and WC; #15 – Library, Chg. In employee, WC and DC **DuPont:** the operating transfer will decrease in the library budget too. #16 – B&G WC and Ins. opt out for one employee; #17 – BS&A project – From Designated building fund to a new capital outlay acct.; #18 – Create a special revenue acct. for inmate work detail (Work Van). The work van used to be funded by CUPPAD. That program is no longer funded, so we’ve included it within our sheriff department, having it’s own revenue account to pay for itself. **Nelson:** I’d like to compliment both Mike and Kenny on this, I received some calls to keep this program funded. I get nothing but compliments about this program. It’s a good thing to keep going. #19 – Plus there are multiple changes within the budget due to the WC change. **Nelson:** I would like to see the WC changed to be budgeted within the Other Legislative Account...so for future budgets, it’ll be easier to make a change. Sherry is going to check with the clerk’s office to be sure this can be done. **DuPont:** I checked with the clerk’s office. The FICA and FICA Med automatically comes from the same department as the salary...so this won’t be able to be changed. **Nelson:** Sherry, Do you wish to see the changes for worker’s comp throughout the budget? Sherry has a copy of the budget with all changes. **DuPont:** There is a printed copy and one on your iPads showing the full budget with all WC changes. That includes Revenue accounts; they too will change because of the WC. All changes in RED are to be approved. All accounts that start with a 2, (ex.205) are revenue accounts. We can bring the full budget to the CB, showing all changes in red, for approval, or we can do the GL and revenue accounts separately if you wish. **Com. Hafeman** moves to bring all budget changes (in totality) before the board for approval (showing changes in red). What do we do about the EO Salaries? **Nelson:** well since the board approved the changes, we should accept the changes, it’s after the fact. **Com Schei** seconds the motion. All coms. approve to send this to the CB for approval.

- b. **Twin County Airport Audit – Schei:** When Marinette County pulled out of the airport, which ended July 30 of this year. At that point the commission was defunct and everything was transferred over to Menominee County. The last two months of the budget year were assumed by the Menominee County Budget. So our Auditor (Anderson, Tackman and Co. PLC) did an audit of the first 10 months of the 2015/16 budget of the Airport Commission. This was presented to the Airport Committee on Tuesday evening. There weren’t really any questions. This is available on line. The county audit will include the last two months that they assumed. Otherwise everything looks good. We’re still waiting on the final sign off of the quit claim deed and also there will be a proposed name change which we have to wait for until the transfer of property ownership is complete. All other paperwork is done. Once the property is signed off on, then we can forward to the FAA for final approval. **Nelson:** What’s your current fund balance in the airport accounts? **Schei:** I didn’t bring those documents with me. The audit report is available on the ipads for the coms. **Nelson:** Do we want them to do the airport and the County audit all at once?? All coms. agree to have the auditor do both audits together when the county audit is complete.

**Public Comment:** None

**Commissioner Comment:** **Schei:** will we meet again before the end of the year? Is there a need to meet before then? **Bousley:** No **Nelson:** Though I essentially I did not agree with the actions of the board, it was the boards wishes to do so, so those are the changes we do make in the budget. Thank you all for coming.

**Adjourn:** Moved by **Com. Hafeman** supported by **Com. Schei** to adjourn the meeting at 9:02 AM. Motion approved 4/0.

# Menominee County

## Request for Budget Amendment

Budget Year: 2015/2016

Airport

Please Increase/decrease

Expenditure Account	216-585-704.00 - FT salary	by	31,200.00
	216-585-705.00 - PT salary		(38,480.00)
	216-585-712.00 - hosp. ins		18,985.00
	216-585-713.00 - life ins.		30.00
	216-585-715.00 - FICA		(746.00)
	216-585-715.01 - FICA Med		(174.00)
	101-999-999.19 - airport Op.		10,815.00

Please Decrease

Revenue/Expenditure Account	216-000-699.00 - Co. op. trans	by	\$10,815.00

Date of Request 3.11.16

Justification \_\_\_\_\_

Requesting Department \_\_\_\_\_

Elected Official/Dept. Head \_\_\_\_\_

Chief Fiscal Officer's Approval \_\_\_\_\_

Date Posted to General Ledger \_\_\_\_\_

Posted by: \_\_\_\_\_

For Discussion  
to Add  
1 FT. person to  
the Airport-

**County Airport Expenditures****Fund: Special Revenue (216)****Activity: Airport (585)**

<u>Account Number</u>	<u>Account Title</u>	begin 8/1/15 <u>2014/15 Budget</u>	<u>2015/16 Budget</u>
704.00	Salaries - Permanent	10,198	71,989
705.00	Salaries - Temporary	9,620	-
706.00	Overtime/On Call/Call In	1,000	4,000
707.00	Longevity	-	1,000
712.00	Hospital Insurance	3,164	31,641
713.00	Life Insurance	6	60
715.00	FICA-OASDI	1,196	4,035
715.01	FICA-Med	280	944
716.00	Workmen's Compensation	1,050	4,200
718.00	Retirement	1,000	4,000
727.00	Office Supplies	75	300
728.00	Office Equipment	100	400
729.00	Postage	150	600
729.01	Misc. purchases	50	200
742.00	Gas, Oil Etc	875	3,500
743.00	Aviation Fuel purchases	42,625	170,500
743.01	Credit Card Processing fees	250	-
744.00	Equip fuel purchases	250	1,000
745.00	Uniforms	500	2,000
755.01	Other Operating-Janitorial	250	1,000
755.02	Other Operating - General	625	2,500
755.03	Licenses/Permits	170	700
756.01	Construction Supplies	500	2,000
801.00	Contractual Services	2,500	10,000
801.01	Audit services	900	4,580
831.00	Liability Insurance	6,750	27,000
850.00	Telephone/internet	1,075	4,300
860.00	Travel/conferences	375	520
901.00	Advertising	350	1,400
920.00	Natural Gas/heating	2,500	10,000
920.01	Water	75	300
920.02	Sewer	125	500
920.03	Electric	1,750	7,000
970.00	Capital Outlay	17,172	50,000
981.00	Equipment Maintenance/parts	1,375	5,500
981.01	Airfield Maintenance/repairs	1,250	5,000
981.02	Building Maintenance/repairs	625	2,500
984.00	New/Replacement Equipment	750	3,000
	<b>Total</b>	<b>\$ 111,506</b>	<b>\$ 438,168</b>

**County Airport Revenues**

**Fund: Special Revenue (216)**

**Activity: Airport (000)**

<u>Account Number</u>	<u>Account Title</u>	begin 8/1/15 <u>2014/15 Budget</u>	<u>2015/16 Budget</u>
633.00	Landing Fees	2,475	9,900
642.00	Aviation Fuel/Oil - Business	23,750	95,000
642.01	Aviation Fuel - Cash	-	500
642.02	Aviation Fuel - Credit Card	37,500	150,000
642.03	Soda Machine	31	125
665.00	Interest Earned	-	-
670.00	Rent/Hanger lease	7,500	30,000
672.00	After hours fees	450	1,800
672.01	Terminal Sign Display	50	200
676.00	Misc. revenue	1,407	5,628
699.00	County Operating Transfer	21,250	<b>145,015</b>
	<b>Total</b>	<b>94,413</b>	<b>\$ 438,168</b>

**Fund: General (101)**  
**Activity: Operating Transfers (999)**

<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>
999.02	County Parks	39,354	41,529	-	16,146
999.03	Child Care-292-662	-	-	-	66,850
999.05	County Library	250,361	239,269	245,733	277,032
999.06	Law Library	8,000	8,000	6,000	12,000
999.11	State Child Care-296-663	50,785	72,604	29,002	34,078
999.13	Park Improvement	-	-	-	20,000
999.17	In-Home Care~296-664/665	44,109	37,272	42,554	46,129
999.18	Remonumentation	-	-	-	-
999.19	County Airport			21,250	145,015
	<b>Total</b>	<b>\$ 392,609</b>	<b>\$ 398,674</b>	<b>\$ 344,540</b>	<b>\$ 617,251</b>

Almott Commission	Employee Name	Grade/Step	Current Salary	PROJECTED % INCREASE 1.02	PROJECTED SALARIES	LONGEVITY	HOSP PLAN	HOSPITAL INS	LIFE INS	FICA	ICA/MED	WORK COMP	RETIREMENT	TOTAL																												
Airport Mgr. Liveman	21hr-wk	Vacant	\$0	\$0	0	none		\$0.00	\$0.00	\$0	\$0	\$0	n/a	\$0																												
Maintenance-Liveman	LeFleur, Jeff	per agreement	\$19.61	\$40,788.80	\$1,000.00	Emp + spouse	\$12,651.59	\$30.00	\$2,394.74	\$560.06	\$0.00	\$57,429.19																														
Maintenance-Liveman	vacant full time		\$15.00	\$31,200.00	\$0.00	none	\$18,985.57	\$30.00	\$1,640.12	\$383.58	\$0.00	\$52,239.27																														
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				71,989	1,000		\$31,641.15	\$60.00	\$4,035	\$944	\$0	\$0.00	\$109,668																													

**Menominee County**  
Request for Budget Amendment

Budget Year: 2015/2016

County Parks

Please Increase

Expenditure Account	<u>208-751-705.00 - salary PT</u>	by	<u>\$7,020.00</u>
	<u>208-751-715.00 - fica</u>		<u>435.24</u>
	<u>208-751-715.01 - fica med.</u>		<u>101.79</u>
	<u>208-751-716.00 - WC</u>		<u>278.91</u>
	<u>101-999-999.02 - Op. Trans.</u>		<u>\$7,835.94</u>

Please Increase

Revenue Account	<u>208-000-699.00</u>	by	<u>\$7,835.94</u>
	<u>GF - Op. Transfer</u>		

Date of Request 3.10.16

Justification To allow Admin to hire one more seasonal parks worker - total 6 only 5 workers were budgeted for.

Requesting Department Administration

Elected Official/Dept. Head \_\_\_\_\_

Chief Fiscal Officer's Approval \_\_\_\_\_

Date Posted to General Ledger \_\_\_\_\_

Posted by: \_\_\_\_\_

*For Discussion  
to add 1 add'l  
parks worker -  
seasonal*

**County Park Budget - Expenditures**

**Fund: Special Revenue (208)**

**Activity: County Park (751)**

<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	68,682	68,438	35,027	35,734
705.00	Salaries - Temporary	24,960	33,418	37,440	45,630
706.00	Overtime/On Call/Call In	1,800	878	1,800	1,800
707.00	Longevity	1,350	1,350	700	750
712.00	Hospital Insurance	20,452	19,519	14,437	15,189
713.00	Life Insurance	60	55	30	30
715.00	FICA-OASDI	5,573	6,374	4,424	4,967
715.01	FICA-Med	1,303	1,491	1,035	1,162
716.00	Workmen's Compensation	3,501	3,772	2,475	2,782
718.00	Retirement DC	12,774	12,951	6,953	-
727.00	Office Supplies	500	296	500	500
728.00	Office Equipment	300	-	300	300
729.00	Postage	300	267	300	300
742.00	Gas, Oil Etc	7,000	8,491	7,500	8,500
743.00	Diesel Fuel	1,000	737	500	500
744.00	LP Gas	2,800	4,258	2,800	4,300
745.00	Uniforms	700	793	350	350
745.01	Uniforms-Summer Help	200	165	200	200
754.01	Electric Upgrade -Shakey (grant)	-	-	6,000	-
755.01	Other Operating-Janitorial	3,800	3,048	5,000	3,500
755.02	Other Operating - General	1,000	2,194	2,000	3,000
755.03	Misc Operating Supplies	-	-	300	300
755.04	Brochures - Stickers	500	349	300	300
755.05	Tree Replacement	1,000	1,000	-	500
755.08	DEQ Permits	1,500	1,454	1,500	1,500
756.01	Construction Supplies	500	822	1,000	1,000
801.00	Contractual Services	6,000	10,145	6,000	8,000
801.01	Professional - Physicals	650	647	350	700
850.00	Telephone - Shakey Lakes	-	-	-	-
860.00	Travel/parks Mileage	1,000	434	800	600
880.00	Program/Recreation/website	1,200	563	1,200	1,000
880.01	Playground Equipment	-	-	-	-
880.02	Shirts to sell	300	-	200	200
884.00	Gate receipts - 75%-fair	7,500	5,700	7,500	6,000
884.01	Inside Storage - 50%-Fair	2,500	-	2,500	2,500
920.00	Water Testing	1,500	613	1,200	800
920.01	Electric Utilities	35,000	27,247	35,000	35,000
930.02	Equipment Maintenance	3,500	3,871	3,500	4,000
930.03	Facility Maintenance	3,500	4,274	3,500	4,000
930.04	Grounds Maintenance	4,000	4,335	4,000	4,000
942.00	Contracting/Rentals	7,000	5,052	6,000	6,000
964.00	Refunds/Rebates	2,000	1,789	2,000	2,000
970.00	Capital Outlay	-	20,000	-	-
981.00	Vehicle Maintenance	1,500	2,680	2,000	3,500
984.00	New/Replacement Equipment	2,000	702	2,000	2,000
	<b>Total</b>	<b>\$ 240,704</b>	<b>\$ 260,176</b>	<b>\$ 210,622</b>	<b>\$ 213,394</b>

Flat rate retirement

\$ 9,142.62

\$ 222,537

**County Park Budget - Revenues****Fund: Special Revenue (208)****Activity: County Parks (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>
441.01	Hannahville Grant	-	-	6,000	-
649.00	Firewood Sales	600	184	600	200
651.01	Annual	7,000	8,108	7,000	8,000
651.02	Annual 2 For	100	-	100	100
651.03	Daily	4,000	4,765	4,000	4,250
651.05	Gate Receipts for Fair	9,000	7,600	5,000	6,000
653.01	Shakey Camping Fees	68,000	70,213	70,000	70,000
653.02	Kleinke Camping Fees	20,000	17,280	21,000	15,000
654.00	Shakey Lease Sites	68,000	70,550	69,925	69,000
654.02	Kleinke Lease Sites	14,000	12,772	14,000	12,000
666.01	Pavilion - Shakey	200	300	200	200
666.02	Pavilion - Kleinke	100	200	100	100
667.02	Storage Rental (outside)	2,750	2,245	2,750	2,500
667.03	Inside (Fair) Storage	4,200	3,490	4,200	3,500
673.01	Firewood Kleinke	200	327	200	300
673.02	Ice Kleinke	100	75	100	100
673.03	Paid Showers - Kleinke	400	549	400	500
674.04	Paid Showers - Shakey	2,000	2,914	2,000	3,000
676.00	Misc Receipts	100	228	100	100
676.02	Shirt Sales	100	83	100	-
677.02	Reimbursements	-	8,532	-	2,398
697.00	Transfer from fund balance		-	8,347	
699.00	GF Appropriation-Operating	<u>39,354</u>	<u>41,529</u>	-	<u>16,146</u>
	<b>Total</b>	<b>\$ 240,704</b>	<b>\$ 251,943</b>	<b>\$ 210,622</b>	<b>\$ 213,394</b>

**Fund: General (101)**  
**Activity: Operating Transfers (999)**

<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>
999.02	County Parks	39,354	41,529	-	16,146
999.03	Child Care-292-662	-	-	-	66,850
999.05	County Library	250,361	239,269	245,733	277,032
999.06	Law Library	8,000	8,000	6,000	12,000
999.11	State Child Care-296-663	50,785	72,604	29,002	34,078
999.13	Park Improvement	-	-	-	20,000
999.17	In-Home Care~296-664/665	44,109	37,272	42,554	46,129
999.18	Remonumentation	-	-	-	-
999.19	County Airport			21,250	134,200
	<b>Total</b>	<b>\$ 392,609</b>	<b>\$ 398,674</b>	<b>\$ 344,540</b>	<b>\$ 606,435</b>

PARKS	Employee Name	Grade/Step	Current Salary	PROJECTED % INCREASE	PROJECTED SALARIES	LONGEVITY	HOSP PLAN	HOSPITAL INS	LIFE INS	FECA	FECA-AMED	WORK COMP	RETIREMENT	Union Allowance	TOTAL
Park Ranger	Quist, Jim	DAG Cr-6 Step 6	\$17.18	1.02	\$35,734.40	750	Emp. + Spouse	\$15,188.90	\$30.00	\$2,066.60	\$473.96	\$1,449.37		350	\$56,003
Parks Seas. Office Mgr.	Rayner, Karen	Seasonal	\$10.50		\$6,190.00	0	N/A	\$0.00	\$0.00	\$507.78	\$118.76	\$28.03	n/a		\$9,845
Parks Seas. Office Worker	Brooke Connor	Seasonal	\$9.00		\$7,020.00	0	N/A	\$0.00	\$0.00	\$435.24	\$101.79	\$24.03	n/a		\$7,581
Parks Seas. Parks/Office Worker	Jim S	Seasonal	\$12.00		\$9,360.00	0	N/A	\$0.00	\$0.00	\$580.32	\$151.72	\$278.91	n/a		\$7,646
Parks Seasonal Worker	Vacant	Seasonal	\$9.00		\$7,020.00	0	N/A	\$0.00	\$0.00	\$435.24	\$101.79	\$278.91	n/a		\$10,448
Parks Seasonal Worker	Vacant	Seasonal	\$9.00		\$7,020.00	0	N/A	\$0.00	\$0.00	\$435.24	\$101.79	\$278.91	n/a		\$9,856
					\$2,020.00	0	N/A	\$0.00	\$0.00	\$435.24	\$101.79	\$278.91	n/a		\$7,854
					\$34,734			\$15,189	\$30	\$4,956	\$1,136	\$2,710.26	\$0	\$350	\$106,385
					\$45,930	750		\$15,189	\$30	\$4,956	\$1,136	\$2,710.26	\$0	\$350	\$2,009
					\$1,800					\$11.60	\$26.10	\$71,516.5	0.00		\$2,009
					\$83,164										\$108,394

213,394  
 - 205,558  
 + 7,836

For Parks  
 Add 1 Worker  
 @ 780 hrs.  
 \$9.00/hr.

20	3/10/2016	Library Retiree Vacation & Illness Payouts - will be done through a GF Appropriation	\$ 24,625.23 \$ 1,659.07 \$ 357.07 \$ 91.70 \$ 26,733.07	271-790-704.00 271-790-715.00 271-790-715.01 271-790-716.00 101-999-999.05
21	2/11/2016	Remon Grant was for more than Budgeted	\$ 819.00 \$ (200.00) \$ 80.00 \$ (725.00) \$ 1,664.00	243-000-542.02 243-246-709.00 243-246-710.00 243-246-765.00 243-246-801.07
22	1/6/2016	Hannahville Grant Received	\$ 5,523.85 \$ 5,523.85	205-000-441.00 205-315-934.03
23	2/24/2016	Move Funds from Park Balance to River Park Improvements (Well) (Tied in with J/E 02-15)	\$ 13,986.00	220-752-953.03
24	3/8/2016	Move funds from Travel to Audit Services	\$ (980.00) \$ 980.00	216-585-860.00 216-585-801.01
25	3/8/2016	Move Funds from Shakey Lakes Improvements to River Park Improvements	\$ (3,600.00) \$ 3,600.00	220-752-953.01 220-752-953.03
26	3/9/2016	Jackie Kass Payout of Vacation & Sick Time	\$ 4,916.30 \$ 304.81 \$ 71.29 \$ 219.05	101-301-704.00 101-301-715.00 101-301-715.01 101-301-716.00
27	3/9/2016	RAP Grant Received for Metal Detector	\$ 3,000.00 \$ 3,000.00	101-000-677.00
28	3/9/2016	MMRMA Refund (6th Avenue House)	\$ 25,400.00 \$ 25,400.00	517-000-671.00 517-252-801.00

**Menominee County**  
Request for Budget Amendment

# 20

Budget Year: 2015/2016

Library

Please Increase

Expenditure Account

<u>271-790-704.00 - salary</u>	by	<u>\$24,625.23</u>
<u>271-790-715.00 - fica</u>		<u>1659.07</u>
<u>271-790-715.01 - fica med.</u>		<u>357.07</u>
<u>271-790-716.00 - WC</u>		<u>91.70</u>
<u>101-999-999.05 - Op. Trans.</u>		<u>\$26,733.07</u>

Please Decrease

Revenue Account

<u>General Fund - Fund Bal.</u>	by	<u>\$26,733.07</u>
<u> </u>		<u> </u>

Date of Request 3.10.16

Justification Pat Cheski and Sally Harris retirement; payouts of vacation & illness per contract

Requesting Department Administration/Library

Elected Official/Dept. Head \_\_\_\_\_

Chief Fiscal Officer's Approval *BR Bouslog*

Date Posted to General Ledger \_\_\_\_\_

Posted by: \_\_\_\_\_

December 3, 2015

To: Brian Bousley, County Administrator

From: Joann Klumb, Deputy Clerk-Payroll

Re: Pat Cheski Pay Out

*BBIS*  
*12-3-15*

The following is the calculated payout for Pat Cheski, Library Director, per employment contract. Please approve and return to me by Friday December 4th. Per Pat Cheski's contract, she will receive ½ of their remaining hours up to 360 hrs.

Let me know if you have questions. I have attached a printout of her attendance.

Thank you.

Joann

	<u>Hours</u>	<u>Rate</u>	<u>Total</u>
Illness	360	\$ 26.00673	\$ 9,362.42
Vacation	240	\$ 26.00673	\$ 6,241.61
	<b>TOTAL:</b>		<b>\$ 15,604.03</b>

**MERS – do not include illness payout for MERS contribution for ABRA (after entering hours go to Deductions & Taxes, enter the check date that belongs to this pay period end date, ok, change MERS, click on the plus sign. In the deduction detail box, check override amount and change amount.**

**Add all wages except illness payout and multiply by the MERS percent (Pat is 0%). This will be the new MERS amount.**

*271-790-704.00*  
*Coming from G.F.*

# COUNTY OF MENOMINEE

## Employee YTD Attendance Totals

PLAN	CARRYOVER	ACCRUED	TAKEN	AVAILABLE	AS OF
<b>Cheski, Patricia</b>					
ID 608		Organization Library, Library (271 790)		<i>1/2 up to 360</i>	
Illness, Standard Plan	960.00	42.50	42.50 <i>360</i>	<del>960.00</del>	12/03/2015
VAC CHESKI	164.00	200.00	124.00	240.00	11/21/2015
Personal Leave, Std. Plan	0.00	32.00	30.00	2.00	11/21/2015
<b>Total</b>	1124.00	274.50	196.50	1202.00	

January 17, 2015

To: Brian Bousley, County Administrator *BRB*  
From: Joann Klumb, Deputy Clerk-Payroll  
Re: Sally Harris Pay Out

The following is the calculated payout for Sally Harris, Outreach Coordinator-Library, per employment contract. Please approve and return to me by Monday, January 18, 2016. Per Sally Harris's contract, she will receive ½ of their remaining hours up to 360 hrs.

Let me know if you have questions. I have attached a printout of her attendance.

Thank you.

Joann

	<u>Hours</u>	<u>Rate</u>	<u>Total</u>
Illness	360	\$ 18.74	\$ 6,746.40
Vacation	236	\$ 18.74	\$ 4,422.64
	<b>TOTAL:</b>		<b>\$ 11,169.04</b>

**MERS – do not include illness payout for MERS contribution for ABRA (after entering hours go to Deductions & Taxes, enter the check date that belongs to this pay period end date, ok, change MERS, click on the plus sign. In the deduction detail box, check override amount and change amount.**

**Add all wages except illness payout and multiply by the MERS percent (Sally is 0%). This will be the new MERS amount.**

*271-790-704.00*

# COUNTY OF MENOMINEE

## Employee YTD Attendance Totals

PLAN	CARRYOVER	ACCRUED	TAKEN	AVAILABLE	AS OF
<b>Harris, Sally</b>					
ID 465	Organization Library, Library (271 790)				
Illness, Standard Plan	960.00	0.00	0.00	<del>360 960.00</del>	01/02/2016
VAC 10+1-30B	0.00	240.00	0.00	<del>236 240.00</del>	01/02/2016
Personal Leave, Std. Plan	0.00	32.00	5.00	<del>0 27.00</del>	01/02/2016
<b>Total</b>	960.00	272.00	5.00	1227.00	

*Personal*  
 27  
 - 2 '15  
 - 1 '16  
 - 2 '17  
 - 9 '18  
 - 2 '12  
 - 3 '13  
 - 5 '14  
 - 3 '15  


---

 0

*Vacation*  
 240  
 - 4 '14  


---

 236

\$18.74

LIBRARY	Employee Name	Grade/Step	Current SALARIES	PROJECTED % INCREASE	PROJECTED SALARIES	LONGEVITY	HOSP PLAN	HOSPITAL INS	LIFE INS	FICA	FICA-MED	WORK COMP	RETIREMENT	TOTAL
	Library Director			1.0%										
	Cataloger	DMG Gr 7 Step 6	51,007	0.0%	47,818.62	700	Emp. & Spouse	\$1,188.90	\$30.00	\$2,729.33	\$438.31	\$163.68	\$1,874.40	\$71,094
	Outreach Coordinator	DMG Gr 7 Step 6	51,128	0.0%	38,975.20	750	Single	\$6,327.74	\$30.00	\$2,385.13	\$553.14	\$135.99	\$1,924.26	\$49,141
	Bookmobile Assistant	DMG Gr 5 Step 6	31,128	0.0%	32,489.60	400	Emp. & Spouse	\$1,188.90	\$30.00	\$2,233.98	\$322.46	\$1,168.59	\$1,168.59	\$38,973
	Branch Asst/Inventory (FT)	DMG Gr 5 Step 3&4			\$11,723	0	NO INS	\$0.00	\$0.00	\$1,803.73	\$421.84	\$964.98	\$1,299	\$1,299
					24,625.23					1,659.07	357.87	91.70		26,733.87
					169,969.18	\$2,700.00		\$51,894.45	\$120.00	\$11,518.04	\$2,662.79	\$2,473.37	\$3,824.40	\$245,183
			311,250		311,250									
			5,607		5,607									

**Payouts-Paid/Sally**

Current Grade: step 1  
 Current Salary: 51,128

**Fund: General (101)**  
**Activity: Operating Transfers (999)**

<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>
999.02	County Parks	39,354	41,529	-	16,146
999.03	Child Care-292-662	-	-	-	66,850
999.05	County Library	250,361	239,269	245,733	277,032
999.06	Law Library	8,000	8,000	6,000	12,000
999.11	State Child Care-296-663	50,785	72,604	29,002	34,078
999.13	Park Improvement	-	-	-	20,000
999.17	In-Home Care~296-664/665	44,109	37,272	42,554	46,129
999.18	Remonumentation	-	-	-	-
999.19	County Airport			21,250	134,200
	<b>Total</b>	<b>\$ 392,609</b>	<b>\$ 398,674</b>	<b>\$ 344,540</b>	<b>\$ 606,435</b>

**County Library Budget - Revenues****Fund: Special Revenue (271)****Activity: County Library (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>
544.00	Grants, Bequests	1,500	2,500	500	1,800
544.01	Great Start Grant	-	-	-	-
557.01	State Aid	3,584	4,239	3,584	4,671
557.02	State Aid P/T	3,584	4,239	3,584	4,671
557.03	Reimbursable Salary	2,392	2,830	2,392	3,118
623.00	Ralph Secord Press	-	20	-	-
626.00	Photocopies	2,000	2,000	2,000	2,000
656.00	Lost and Paid	600	673	600	600
678.00	Telephone Reimbursement	400	1,265	400	400
678.01	USAC Telephone Reimb	1,995	2,078	1,950	1,900
678.02	USAC Cont. Svc Reimb	6,240	3,101	4,220	3,819
687.01	Gifts for Books	600	806	600	600
696.00	Penal Fines	60,000	80,203	60,000	60,000
696.01	Penal Fines-Gogebic County	-	-	-	-
697.00	Transfer in fr. Lib. Fund Balance	37,000	-	-	-
699.00	County Appropriation	<u>\$ 250,361</u>	<u>\$ 239,269</u>	<u>\$ 245,733</u>	<u>\$ 277,032</u>
	<b>Total</b>	<b>\$ 370,256</b>	<b>\$ 343,223</b>	<b>\$ 325,563</b>	<b>\$ 360,611</b>

**Menominee County**  
Request for Budget Amendment

# 21

Budget Year: 2015/2016

Remonumentation

Please Increase  
Revenue Account

<u>243-000-542.02</u>	by	<u>\$819.00</u>
<hr/>		<hr/>

Please Decrease *increase*  
Expenditure Account

<u>243-246-709.00</u>	by	<u>(\$200.00)</u>
<u>243-246-710.00</u>		<u>\$80.00</u>
<u>243-246-765.00</u>		<u>(\$725.00)</u>
<u>243-246-801.07</u>		<u>\$1,664.00</u>
<hr/>		<hr/>
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Date of Request 2.11.16

Justification Grant is \$819 more than what we budgeted

Requesting Department Administration

Elected Official/Dept. Head \_\_\_\_\_

Chief Fiscal Officer's Approval *RL Bausly*

Date Posted to General Ledger \_\_\_\_\_

Posted by: \_\_\_\_\_

2015-2016

BUDGET AMENDMENT  
NUMBER #21  
Date: February 11, 2016

Re: Remonumentation Grant was more than budgeted

Account Number	DESCRIPTION		Budget
243-000-542.02	State Grants (2015/16)	\$	819.00
243-246-709.00	A/M Administration/Monumentation of Corners	\$	(200.00)
243-246-710.00	PG Peer Group	\$	80.00
243-246-765.00	SM/M Supplies & Material/Monum. Of Corners	\$	(725.00)
243-246-801.07	CSS/M Contract Svc/Monum. Of Corners	\$	1,664.00

GRANT NO. BCC 16-55

GRANT BETWEEN  
THE STATE OF MICHIGAN  
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS  
AND  
MENOMINEE COUNTY

**COPY**

GRANTEE/ADDRESS:

Contact Name: **Brian Bousley**  
Organization Name: **County of Menominee**  
Address: **Menominee County Courthouse**  
**839 10th Avenue**  
City, State, Zip: **Menominee, MI 49858-3000**  
Telephone: **(906) 863-7779 or 863-9648**  
FAX: **(906) 863-8839**

STATE GRANT ADMINISTRATOR/ADDRESS:

Chris Beland, P.S., Director  
Office of Land Survey and Remonumentation  
Department of Licensing and Regulatory Affairs  
P.O. Box 30254  
Lansing, MI 48909  
Phone: (517) 241-6321  
Email: [bccolsr@michigan.gov](mailto:bccolsr@michigan.gov)

GRANT PERIOD:

From: **01-01-2016** To: **12-31-2016**

TOTAL AUTHORIZED BUDGET FOR CALENDAR YEAR 2016:

State Grant Amount: **\$50,819.00**  
- Reimbursement for Past Expedited Expenditures:  
2016 TOTAL ANNUAL BUDGET: **\$50,819.00**

ACCOUNTING DETAIL: **Index/PCA No.: 02935**

**Remonumentation Fund Budget - Revenues**

**Fund: Special Revenue (243)**

**Activity: Remonumentation (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>
542.01	State Grant for 2011/12 (13/14)	90,197	36,079	under acct	
542.02	State Grant for 2012/13 (15/16)	-	37,792	243-245	50,819
615.00	Recording Fees	-	-		-
699.00	General Fund Appropriation	-	-		-
<b>Total</b>		<b>90,197</b>	<b>73,871</b>		<b>50,819</b>

**Remonumentation Fund Budget - Expenditures**

**Fund: Special Revenue (243)**

**Activity: Remonumentation (246)**

<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>
709.00	A/M Admin/Mon of Corners	1700	196	under acct	1630
710.00	PG Peer Group (per diems)	420	218	243-245	500
765.00	SM/M S&M/Mon of Corners	4,445	4,071		2,000
801.07	CSS/M Cntrct Serv/Mon of Cmr	83,632	54,544		46,689
<b>Total</b>		<b>\$ 90,197</b>	<b>\$ 59,029</b>		<b>\$ 50,819</b>

**Menominee County**  
Request for Budget Amendment

#27

Budget Year: 2015/2016

*Road Patrol*

Please Increase

Revenue Account

205-000-441-00

\$5,523.85

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

Please Increase

Expenditure Account

205-315-934-03

by

\$5,523.85

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

Date of Request

1/6/2016

Justification

Hannahville Grant funds

Requesting Department

Sheriff

Elected Official/Dept. Head

*[Signature]*

Chief Fiscal Officer's Approval

*[Signature]*

Date Posted to General Ledger

Posted by:

\_\_\_\_\_  
\_\_\_\_\_

2015-2016

BUDGET AMENDMENT  
NUMBER #22  
Date: January 6, 2016

Re: Hannahville Grant Received

Account Number	DESCRIPTION		Budget
205-000-441.00	Hannahville Grant	\$	5,523.85
205-315-934.03	Casino Grant	\$	5,523.85

**Road Patrol Budget - Revenues**

**Fund: Special Revenue (205)**

**Activity: Road Patrol (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 *	1,232,571	1,261,798	1,232,571	1,305,056
402.02	Hermansville	-	-	-	-
402.04	Stephenson Housing	-	-	-	-
402.05	Senior Citizen Co-op tax exemp	1,500	1,884	1,500	1,500
420.00	Delinquent Personal Property	500	957	500	500
420.01	Road Patrol Deliquent per.prop int.	-	78	-	-
420.02	DNR - PILT	1,200	6,730	1,500	1,500
429.00	CFR	5,000	10,343	5,000	5,000
429.01	CFR Withdrawal	-	-	-	-
441.00	Casino Monies/hannahv.grant	37,284	23,593	-	5,524
543.00	Secondary Road Patrol Grant	58,500	60,450	58,500	58,500
544.01	Safe communities reimb. Grant	-	-	-	-
544.02	USDA Grant	-	-	-	-
601.00	Stephenson Law Enforcement	25,000	25,000	25,000	25,000
607.00	Reimbursement	-	-	-	-
673.00	Sale of Property	-	8,800	-	-
675.00	RP Donations	-	-	-	-
677.00	Reimbursement	-	35	-	-
696.00	Transfer from other funds	-	-	-	-
697.00	Transfer from millage fund	150,000	-	-	-
699.00	General Fund Appropriation	-	-	-	-
	<b>Total</b>	<b>\$ 1,511,555</b>	<b>\$ 1,399,668</b>	<b>\$ 1,324,571</b>	<b>\$ 1,402,580</b>
	<b>Millage fund balance</b>	<b>\$ 213,280</b>		<b>\$ 132,297</b>	<b>\$ 128,429</b>

**Road Patrol Budget - Expenditures**

**Fund: Special Revenue (205)**

**Activity: Road Patrol (315)**

<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/shift diff/holiday	479,730	464,201	490,392	548,504
705.00	Salaries-part time	57,949	20,288	62,858	65,874
706.00	OT	39,000	50,967	39,000	39,000
707.00	Longevity	5,400	5,400	5,750	6,300
712.00	BCBS	126,317	133,680	133,532	146,022
713.00	Life Ins.	300	276	300	330
715.00	FICA	34,131	32,730	35,006	39,009
715.01	FICA MED	7,982	7,679	8,187	9,123
716.00	Work Comp	26,400	30,871	27,078	26,844
718.00	MERS - DC	78,405	93,566	80,204	12,000
718.01	MERS unfunded liability	150,000	-	50,000	100,476
727.00	Office Supplies	3,000	1,919	3,000	3,500
742.00	Gas, Oil, Etc	81,000	64,178	81,000	81,000
745.00	Uniforms	9,100	8,401	9,100	9,400
755.00	Other Operating Expenses	5,000	3,478	5,000	5,000
755.02	Other Operating/Weapons, etc	5,075	1,581	5,075	5,075
850.00	Telephone	3,500	3,630	5,100	5,500
850.01	Merit fiber-annex.5				1,600
860.00	Travel	3,075	1,683	3,075	3,075
881.00	Justice Training - 302	-	283	-	-
881.03	General Training	4,590	4,037	4,590	4,590
934.00	Equipment Repair	3,060	3,679	3,060	3,060
934.01	Equip Repair & Maint/Radio	5,100	7,726	5,100	5,500
934.02	Equip Repair & Maint/vehicles	27,000	33,480	27,000	30,000
934.03	Casino Grant	37,284	32,093	-	5,524
955.00	RP Misc. Expense				
957.00	Chargeback Tax refunds	-	2,460	-	-
974.00	Hannahville Grant - Tahoe	-	-	-	-
981.00	Vehicle maintenance	43,000	29,795	43,000	56,000
997.00	Transfer Out	-	-	-	-
	<b>Total</b>	<b>\$ 1,235,399</b>	<b>\$ 1,038,080</b>	<b>\$ 1,126,406</b>	<b>\$ 1,212,306</b>

#23

**Menominee County**  
Request for Budget Amendment

Budget Year: 2015/2016

*Parks*

Please Decrease  
Revenue Account

208-000-390.00

by

\$13,986.00

Parks Fund Balance

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
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\_\_\_\_\_  
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Please Increase  
Expenditure Account

220-752-953.03

by

\$13,986.00

River Park Improvements

CB approved 8/11/15

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

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\_\_\_\_\_

Date of Request

3/8/2016

Justification

Was carried over to the park fund balance at year end 9.30.2015  
Work was paid for in 2015/16 budget from River Park Imp. Acct.

Requesting Department

Administration

Elected Official/Dept. Head

\_\_\_\_\_

Chief Fiscal Officer's Approval

*B.R. Bousley*

Date Posted to General Ledger

\_\_\_\_\_

Posted by:

\_\_\_\_\_

2015-2016

BUDGET AMENDMENT  
NUMBER #23  
Date: February 24, 2016

Re: Funds moved from Park Fund Balance to Park Improvements  
River Park Well

Account Number	DESCRIPTION	Budget
220-752-953.03	River Park Improvements	\$ 13,986.00

Tied in with J/E 02-15 (2015-2016)  
County Board Approved on 8/11/15

**COPY**

**Invoice**

**KOZIKOWSKI WELL & PUMP INC.**  
**W 5515 ELMWOOD RD.**  
**MENOMINEE, MI 49858**  
**(906) 863-9573 or (888) 560-9355**

Date	Invoice
1/20/2016	D 11221

Bill To

MENOMINEE COUNTY PARKS  
 BRIAN BOUSLEY  
 839 10TH AVE.  
 MENOMINEE MI 49858

Terms	Due Date
NET 10	1/30/2016

Description	Qty	Rate	Amount
WORK DONE MENOMINEE COUNTY -RIVER PARK DRILLED WATER WELL	1	13,986.00	13,986.00
MENOMINEE COUNTY- RIVER PARK DRILLED WATER WELL..			
			220-752-953.03

*Bid approved 8-1-15  
 Park IMPROVEMENT - RIVER PARK  
 220-752-953.03  
 Funds to be transferred from  
 Parks fund balance  
 200-000-390.00  
 75% percent of total project  
 = 10,000 (3600 - exact)  
 pay = 13,986 to Kozikowski*

Subtotal	\$13,986.00
Sales Tax	\$0.00
Total	\$13,986.00
Payments/Credits	\$0.00
<b>Balance Due</b>	<b>\$13,986.00</b>

THANK YOU

#24

**Menominee County**  
Request for Budget Amendment

Budget Year: 2015/2016

*Airport*

Please Decrease

Expenditure Account

216-585-860.00

by

\$980.00

Travel/conferences

Please Increase

Expenditure Account

216-585-801.01

by

\$980.00

Audit Services

Increase due to Fuel Sales Tax assistance

Date of Request

3/8/2016

Justification

Travel/conference acct. won't be used in full  
Move to Audit services for additional work needed w/auditor

Requesting Department

Administration

Elected Official/Dept. Head

Chief Fiscal Officer's Approval

*Ben R Bausly*

Date Posted to General Ledger

Posted by:



**Anderson, Tackman & Company, PLC**

901 Ludington Street  
Escanaba, MI 49829

Phone: (906) 786-3111  
E-mail: receptionist@atccpa.com

COUNTY OF MENOMINEE  
839 10TH AVENUE  
MENOMINEE, MI 49858

Client ID: 45055  
Invoice: 61751  
Date: 12/31/2015  
Due Date: Due upon receipt

Assistance provided to file amended fuel sales tax returns with the State of Michigan for 980.00  
Twin County Airport.

Invoice Total \$980.00

*216-586-801.01* *HTS*

**Please return this portion with your payment.**

ID: 45055  
COUNTY OF MENOMINEE

Invoice: 61751  
Date: 12/31/2015  
Due Date: Due upon receipt  
Amount Due: \$980.00



Card Type: \_\_\_\_\_ Exp Date: \_\_\_\_\_

Amount Enclosed: \$ \_\_\_\_\_

Card #: \_\_\_\_\_ Pin #: \_\_\_\_\_

Check No. \_\_\_\_\_

Signature: \_\_\_\_\_

Payable upon receipt. Thank you!

**County Airport Expenditures****Fund: Special Revenue (216)****Activity: Airport (585)**

<u>Account Number</u>	<u>Account Title</u>	begin 8/1/15 <u>2014/15 Budget</u>	<u>2015/16 Budget</u>
704.00	Salaries - Permanent	10,198	40,789
705.00	Salaries - Temporary	9,620	38,480
706.00	Overtime/On Call/Call In	1,000	4,000
707.00	Longevity	-	1,000
712.00	Hospital Insurance	3,164	12,656
713.00	Life Insurance	6	30
715.00	FICA-OASDI	1,196	4,781
715.01	FICA-Med	280	1,118
716.00	Workmen's Compensation	1,050	4,200
718.00	Retirement	1,000	4,000
727.00	Office Supplies	75	300
728.00	Office Equipment	100	400
729.00	Postage	150	600
729.01	Misc. purchases	50	200
742.00	Gas, Oil Etc	875	3,500
743.00	Aviation Fuel purchases	42,625	170,500
743.01	Credit Card Processing fees	250	-
744.00	Equip fuel purchases	250	1,000
745.00	Uniforms	500	2,000
755.01	Other Operating-Janitorial	250	1,000
755.02	Other Operating - General	625	2,500
755.03	Licenses/Permits	170	700
756.01	Construction Supplies	500	2,000
801.00	Contractual Services	2,500	10,000
801.01	Audit services	900	4,580
831.00	Liability Insurance	6,750	27,000
850.00	Telephone/internet	1,075	4,300
860.00	Travel/conferences	375	520
901.00	Advertising	350	1,400
920.00	Natural Gas/heating	2,500	10,000
920.01	Water	75	300
920.02	Sewer	125	500
920.03	Electric	1,750	7,000
970.00	Capital Outlay	17,172	50,000
981.00	Equipment Maintenance/parts	1,375	5,500
981.01	Airfield Maintenance/repairs	1,250	5,000
981.02	Building Maintenance/repairs	625	2,500
984.00	New/Replacement Equipment	750	3,000
	<b>Total</b>	<b>\$ 111,506</b>	<b>\$ 427,353</b>

# 25

**Menominee County**  
Request for Budget Amendment

Budget Year: 2015/2016

*Parks*

Please Decrease

Expenditure Account

220-752-953.01  
Shakey Improvements

by

\$3,600.00

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Please Increase

Expenditure Account

220-752-953.03  
River Park Improvements

by

\$3,600.00

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Date of Request

3/8/2016

Justification

Budgeted for Shakey improvements  
Needed for River park improvements

Requesting Department

Administration

Elected Official/Dept. Head

\_\_\_\_\_

Chief Fiscal Officer's Approval

*B.R. Bousley*

Date Posted to General Ledger

\_\_\_\_\_

Posted by:

\_\_\_\_\_



**M & M Trucking, Inc**  
 2100 23rd Ave  
 Menominee, MI 49858  
 Phone # 906-863-9598  
 Fax # 906-864-0160

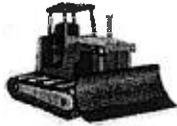
# Invoice

Date	Invoice #
11/11/2015	7254

<b>Bill To</b>
Menominee Cty Courthouse Attn: Brian - Buildings & Grounds 839 10th Ave Menominee, MI 49858

P.O. No.	Terms	Project

Serviced	Description	Quantity	Rate	Amount
11/11/2015	Filling in low area at River Park		800.00	800.00
208-751-930.04 <u>BRS</u>			<b>Total</b>	<b>\$800.00</b>



M & M Trucking, Inc  
 2100 23rd Ave  
 Menominee, MI 49858  
 Phone # 906-863-9598  
 Fax # 906-864-0160

# Invoice

Date	Invoice #
11/11/2015	7253

Bill To

Menominee Cty Courthouse  
 Attn: Brian - Buildings & Grounds  
 839 10th Ave  
 Menominee, MI 49858

P.O. No.	Terms	Project

Serviced	Description	Quantity	Rate	Amount
11/11/2015	Fixing road way at River Park		2,800.00	2,800.00
			<b>Total</b>	<b>\$2,800.00</b>

*208-751-930.04 BRS*

**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>
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
	<b>Total</b>	<b>\$ 3,500</b>	<b>\$ 17,153</b>	<b>\$ 3,500</b>	<b>\$ 28,000</b>

**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	-	12,900
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
		<b>\$ 6,300</b>	<b>\$ 14,757</b>	<b>\$ 6,300</b>	<b>\$ 44,786</b>

**Activity: Museum (804)**

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

**Menominee County**  
Request for Budget Amendment

#26

Budget Year: 2015/2016

Sheriff

Please Increase  
Expense Account

<u>101-301-704.00 - Salary</u>	by	<u>\$4,916.30</u>
<u>101-301-715.00 - FICA</u>		<u>304.81</u>
<u>101-301-715.01 - FICA MED</u>		<u>71.29</u>
<u>101-301-716.00 - WC</u>		<u>219.05</u>

Please Decrease  
Revenue Account

<u>General Fund - Fund Balance</u>	by	<u>\$5,511.45</u>

Date of Request 3.9.2016

Justification Jackie Kass moved from fulltime to parttime. No benefits apply to PT

Requesting Department Administration/Sheriff

*Sick & vacation leave payout*

Elected Official/Dept. Head \_\_\_\_\_

Chief Fiscal Officer's Approval *Bill Berusky*

Date Posted to General Ledger \_\_\_\_\_

Posted by: \_\_\_\_\_

January 17, 2015

To: Brian Bousley, County Administrator *BB*  
From: Joann Klumb, Deputy Clerk-Payroll  
Re: Jackie Kass Pay Out

The following is the calculated payout for Jackie Kass, Corrections-Sheriff's Department per employment contract. Please approve and return to me by Monday, January 18, 2016. Per Jackie Kass' contract, she will receive ½ of their remaining hours up to 360 hrs.

Let me know if you have questions. I have attached a printout of her attendance.

Thank you.

Joann

	<u>Hours</u>	<u>Rate</u>	<u>Total</u>
Illness	225.5	\$ 20.30	\$ 4,577.65
Vacation	46	\$ 20.30	\$ 933.80
	<b>TOTAL:</b>		<b>\$ 5,511.45</b>

**MERS – do not include illness payout for MERS contribution for ABRA (after entering hours go to Deductions & Taxes, enter the check date that belongs to this pay period end date, ok, change MERS, click on the plus sign. In the deduction detail box, check override amount and change amount.**

Add all wages except illness payout and multiply by the MERS percent (~~Sally~~ <sup>Jackie</sup> is 2.3%). This will be the new MERS amount.

55.09

101-301-704.00  
from B.F.

# COUNTY OF MENOMINEE

## Employee YTD Attendance Totals

PLAN	CARRYOVER	ACCRUED	TAKEN	AVAILABLE	AS OF
<b>Kass, Jaclyn</b>					
ID 590	Organization General, Sheriff (101 301)				
Comp Time	10.00	0.00	8.00	0 -2.00	01/18/2016
ILLNESS-SHER& 911	398.00	80.00	26.00	<del>225.452.00</del>	01/18/2016
Personal - Corr (24)	0.00	24.00	12.00	0 -12.00	01/18/2016
VAC6/12+1-30B-SH	11.00	208.00	172.00	46 -47.00	01/18/2016
<b>Total</b>	<b>419.00</b>	<b>312.00</b>	<b>218.00</b>	<b>513.00</b>	

Comp

$$\begin{array}{r} 2 \\ - 2 \\ \hline 0 \end{array} \quad 1/15/16$$

Illness

$$\begin{array}{r} 452 \\ - 1 \\ \hline 451 \\ \div 2 \\ \hline 225.5 \end{array} \quad 1/11/16$$

Personal

$$\begin{array}{r} 12 \\ - 12 \\ \hline 0 \end{array} \quad 1/6/16$$

Vacation

$$\begin{array}{r} 47 \\ - 1 \\ \hline 46 \end{array} \quad 1/15/16$$

**Fund: General (101)**  
**Activity: Sheriff Department (301)**

<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/shift dif./holiday	952,092	957,181	969,510	1,087,533
705.00	Salaries - Part Time	51,792	50,804	71,916	43,264
706.00	Overtime	40,000	63,041	40,000	40,000
707.00	Longevity	10,800	10,450	10,650	10,450
712.00	Hospital Insurance-opt out	24,000	24,400	24,000	33,600
713.00	Life Insurance	630	573	630	660
715.00	FICA-OASDI	67,564	65,440	69,335	71,715
715.01	FICA-Med	15,261	15,920	16,215	16,772
716.00	Workmen's Compensation	46,666	56,018	47,333	48,987
718.00	Retirement - DC	205,588	185,492	194,501	6,759
727.00	Office Supplies	10,000	9,267	10,000	10,300
728.00	Office Equipment	-	-	3,156	3,240
729.00	Postage	5,665	2,192	5,665	3,500
742.00	Gas, Oil, Etc.	12,000	3,380	12,000	12,000
745.00	Uniforms	13,000	12,682	13,000	14,500
745.01	Reserves				5,000
755.00	Other Operating Expenses	9,100	8,024	9,100	9,100
770.00	Prisoners Board	60,000	73,237	53,000	160,000
770.01	Prisoners Board - Medical	45,000	43,266	45,000	45,000
770.02	Prisoner Board/Mental Health	7,200	-	7,200	7,200
802.00	Memberships/Subscr./P.R.	2,500	2,457	2,500	2,500
835.00	Health Services	2,000	1,305	2,000	2,000
850.00	Telephone	4,920	5,486	4,920	5,600
850.01	Inmate Phone Cards	500	(2,936)	500	500
852.00	I.D. Cards	500	-		500
860.00	Travel	5,800	2,256	3,800	4,000
860.01	Transports	5,000	604	3,000	3,000
881.00	General Training	5,440	5,397	5,440	5,440
881.01	K-9	3,900	7,960	3,900	3,900
881.03	Ammunition - Weapons Trng	3,000	-	3,000	5,000
934.00	Equipment Repairs & Maint	4,400	218	4,400	5,000
934.01	Radio Equip & Repairs	5,100	3,055	5,100	5,100
934.02	Equip & Repair - Cig Tax	8,000	6,118	8,000	8,000
934.03	Casino Grant Exp.	-	6,800	-	-
934.05	State Grant - Crash capture	-	-	-	-
935.00	Civil Process Related Exp.	3,600	73	3,600	3,600
970.00	Capital Outlay - vehicle	-	-	-	28,040
976.00	LEIN System/Merit	14,900	16,744	6,000	9,000
981.00	Vehicle Maintenance	5,000	4,534	5,000	6,000
998.00	Capital Imp.	6,000	4,985	-	-
	<b>Total</b>	<b>\$ 1,656,918</b>	<b>\$ 1,651,421</b>	<b>\$ 1,663,372</b>	<b>\$ 1,726,761</b>
	Hospital Ins. - Other legislati	226,160		211,723	232,585
	flat rate retirement				\$ 213,874
		1,883,077		1,875,094	1,959,345

**Menominee County**  
Request for Budget Amendment

# 27

Budget Year: 2015/2016

*Other legislative*

Please Increase

Revenue Account

101-000-677.00  
Loss Prevention Grant (RAP)

by

\$3,000.00

Please Increase

Expenditure Account

101-103-755.00  
Other Operating Expenses

by

\$3,000.00  
3rd floor Metal Dector

Date of Request

3.9.2016

Justification

RAP Grant Received for partial payment of Metal Dector (3rd floor)

Requesting Department

Administration/Sheriff

Elected Official/Dept. Head

\_\_\_\_\_

Chief Fiscal Officer's Approval

*Bill Beaudry*

Date Posted to General Ledger

\_\_\_\_\_

Posted by:

\_\_\_\_\_

# MENOMINEE COUNTY General Ledger Activity Report

Date	Tran #	Description	Source	Document Nbr	Debit Amount	Credit Amount	Balance
<b>Account Number: 101-103-755.00 - 101-103-755.00</b>							
<b>Transaction Date: 10/01/2015 - 09/30/2016</b>							
<b>OTHER OPERATING EXPENSES 101-103-755.00</b>							
					<b>Opening Balance:</b>		<b>0.00</b>
10/08/2015	80	Detector Electronics Corp.	AP	43813	4,395.00		4,395.00
10/20/2015	488	Sage Checks & Forms	AP	44016	199.87		4,594.87
01/14/2016	3253	Michigan Chamber Services, Inc	AP	45150	64.75		4,659.62
					<b>Closing Balance:</b>		<b>4,659.62</b>
<b>Total Debits:</b>		<b>4,659.62</b>					
<b>Total Credits:</b>		<b>0.00</b>					

Ret. 101-000-677.00 - Reimb. \$3,000 ~~10/20/15~~  
 + Exp. 101-103-755.00  
 RAP Grant Reimbursement  
 Metal Detector  
 (Loss prevention Grant)  
 \$3,000

**Fund: General (101)**  
**Activity: Other Legislative (103)**

<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>
712.00	Hospital Insurance-GL	600,853	607,429	653,565	657,858
712.03	Affordable Care Act Penalty	-	-	-	-
713.00	Life Insurance	120	28	120	120
717.00	Unemployment Insurance	10,000	-	10,000	13,000
718.00	MERS- retirement DC	-	-	8,000	32,000
718.01	Unfunded MERS liability	499,000	532,680	500,000	555,180
755.00	Other Operating Expenses	5,000	6,083	5,000	10,000
801.00	Prof. Contract Serv.	-	-	1,500	1,500
801.01	Audit	28,500	27,000	28,500	28,500
801.02	Professional physicals	400	113	400	400
801.08	Cost Allocation(MGT)	8,000	7,200	8,000	8,000
802.00	Memberships/Subscriptions	19,000	9,039	19,000	10,000
831.00	Liability Insurance MMRMA	120,000	113,165	120,000	120,000
850.00	Telephone - Unallocated	28,000	55,513	35,000	45,000
851.00	Website Maintenance	3,000	1,600	3,000	3,000
851.01	internet /Time warner	4,000	2,325	4,000	4,000
857.00	Computer Support/labor	21,000	17,247	21,000	21,000
857.01	Video Equip. Maintenance	1,000	249	1,000	1,000
857.02	Software/updates/maint. Fe	18,000	24,665	18,000	18,000
857.03	Computer parts/hardware	8,000	7,176	6,000	6,000
957.00	Chargeback tax refunds	4,000	9,841	3,000	3,000
970.00	Capital Outlay-2016 Imaging	25,000	19,750	-	15,000
970.15	C.H. Security Screening Area				5,000
970.16	BS&A conversion Project				110,000
<b>Total Other legislative</b>		<b>\$ 1,426,548</b>	<b>\$ 1,536,740</b>	<b>\$ 1,455,085</b>	<b>\$ 1,667,558</b>
<b>Designated Building Projects (Designated fund)</b>					
	Beginning Balance	\$1,312,334	\$1,312,334	\$1,271,431	\$1,494,931
	Revenue added			\$300,000	
	2013/14 Courthouse securit	(5,000)	15,725		
	2013/14 Courthouse securit	\$8,000			
	2013/14 Merit Fiber	\$5,000			
998.01	surveillance System				
998.02	HVAC Valve Replacement		15,703		
998.03	2013/14 Electrical surge-bar	\$10,000	\$9,474		
998.04	2014/15 Vestibule Project			\$76,500	\$40,000
998.05	Emergency Generator				\$30,000
998.06	Jail Emerg. Exit & Security fence				\$50,000
998.07	Jail parking lot				\$50,000
998.08	Courthouse Air Conditioner (Chiller)				\$141,000
	<b>Bldg. project Ending Balance</b>	<b>\$1,284,333.94</b>	<b>\$1,271,431</b>	<b>\$1,494,931</b>	<b>\$1,183,931</b>

**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>
645.04	Conveying Convicts/State Reim	500	1,080	500	500
645.05	SSA Incentive/Sheriff	500	2,400	500	500
645.06	Sheriff D/D Assessment	2,000	1,746	2,000	2,000
645.07	I.D. Cards				
649.00	PA Check Collections	200	65	200	200
656.00	Ordinance Fines & Cost	25,000	43,548	40,000	55,000
657.00	Bond Forfeiture	3,000	6,670	5,000	2,000
658.00	Circuit Ct Fines & Forfeits	1,500	2,694	1,500	1,500
659.00	NSF Charges	350	245	350	350
665.00	Interest Earned	55,000	75,005	55,000	55,000
672.00	Miscellaneous	10,000	2,509	10,000	2,500
673.00	Sale of Property	350	114	350	350
674.00	Misc. Marine Donations	-	1,936	-	-
675.00	Donations		180		-
676.00	F O I A	100	193	100	100
677.00	Reimbursements	3,000	1,378	3,000	6,000
677.01	Reimbursements PA123	23,000	16,552	23,000	16,000
677.02	Workers Comp Refund/MMRMA	60,000	118,231	110,179	85,000
677.04	Commissioner Reimbursements	100	-	100	100
677.05	Court Computer Reimbursemts				
677.06	Fam.CT RDSS Reimbursements	8,000	6,017	8,000	8,000
677.07	Fam.CT Drug Test Reimburse	500	-	500	500
677.09	BCBS reimbursements	-	-	-	-
677.10	MMRMA designated grant	-	-	-	-
677.11	Airport Phase 2	-	-	-	-
677.12	Non lapsing building fund	-	-	-	-
677.13	Bldg. Code-overhead cost reimb	17,000	-	17,000	10,000
694.00	Cash Over & Short	-	(0.25)	-	-
696.00	Transfer from Other Funds	-	-	-	110,000
	<b>Total</b>	<b>7,203,779</b>		<b>7,519,558</b>	<b>7,704,468</b>

#28

**Menominee County**  
Request for Budget Amendment

Budget Year: 2015/2016

*P.A. 123 foreclosure*

Please Increase  
Revenue Account

<u>517-000-671.00</u>	by	<u>\$25,400.00</u>
<u>MMRMA refund - fire damaged buildings</u>		

Please Increase  
Expenditure Account

<u>517-252-801.00</u>	by	<u>\$25,400.00</u>
<u>Contracted services</u>		

Date of Request 3.9.2016

Justification Buildings on 6th ave. caught fire - demo approved by MMRMA

Requesting Department Administration/Treasurer

Elected Official/Dept. Head *Diane Lesperance*

Chief Fiscal Officer's Approval *BB Bousky*

Date Posted to General Ledger \_\_\_\_\_

Posted by: \_\_\_\_\_



MICHIGAN MUNICIPAL  
RISK MANAGEMENT  
A U T H O R I T Y

**COPY**

December 17, 2015

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

Re:     Date of Loss:           10/3/2015  
          Claim Number:         1503161 (161969)

Dear Mr. Bousley:

Enclosed please find our check number 0003010359 in the amount of \$25,400.00 which represents for the damaged 6th Ave. buildings.

If you have any questions regarding this matter, please contact this office.

Sincerely,

Soncia L. Salter  
Senior Adjuster - Property  
Michigan Municipal Risk Management Authority

SS/ldl  
Enclosure

*Reimb. 517-000-671.00 25,400*  
*Contracted Ser. 517-252-801.00*  
*26,850*

**DTRF Depository Fund Budget - Revenues****Fund: Special Revenue (517)****Activity: PA 123 Foreclosure (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>
639.00	Title Search Fee	50,000	51,907	50,000	50,000
641.00	Pre-Forfeiture Mailing Costs	15,000	16,615	15,100	15,100
642.00	Delq Tax Property Sales	-	-	-	-
642.16	2016 Land Auction Sales				27,128
665.11	Homestead Audit Interest	100	-	-	-
671.00	Reimbursements				25,400
676.00	Foreclosure Reimbursements	20,000	21,942	20,000	19,000
	<b>Total</b>	<b>110,100</b>	<b>133,971</b>	<b>110,100</b>	<b>136,628</b>

**DTRF Depository Fund Budget - Expenditures****Fund: Special Revenue (517)****Activity: PA 123 Foreclosure (252)**

<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		37		-
727.00	Office Supplies	1,750	1,764	1,750	1,500
729.00	Postage	7,500	7,613		8,000
755.00	Other Operating Expenses	200	245	200	200
801.00	Contracted Services	5,000	21,330	5,000	30,400
807.00	Legal Fees	500	-	500	500
860.00	Travel/Education	2,500	2,118	2,500	2,500
900.00	Printing and Publishing	4,000	3,412	4,000	4,000
931.00	Repairs/maintenance	1,000	507	1,000	1,000
955.00	Miscellaneous Expense	500	615	500	500
964.00	Refunds/Rebates	500	-	-	-
970.00	Capital Outlay-2016 GIS project	-	-	-	85,000
993.00	Service Fees - Foreclosure	150	150	150	150
997.01	Transfer Out	23,000	16,552	23,000	16,000
	<b>Total</b>	<b>\$ 46,600</b>	<b>\$ 54,343</b>	<b>\$ 38,600</b>	<b>\$ 149,750</b>

**DTRF Depository Fund Budget - Expenditures****Fund: Special Revenue (517)****Activity: PA 123 Foreclosure (253)**

<u>Account Number</u>	<u>Account Title</u>	<u>2013/2014 Budget</u>	<u>2014/15 Budget</u>
956.00	DTRF Reimbursement Expense	\$ 20,000	\$ 17,015
		\$ 20,000	\$ 17,015