

"Menominee – Where the best of Michigan Begins"

MENOMINEE COUNTY BOARD OF COMMISSIONERS

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

*-- 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: Tuesday ~ January 10, 2017
TIME: 8:30 AM
PLACE: Menominee County Annex (MSU-E) – Stephenson, MI

*****AGENDA*****

1. Call Meeting to Order
2. Pledge of Allegiance
3. Roll Call
4. Approval of Agenda
5. Approval of Previous Minutes ~ 12.6.16
6. Public Comment (*limited to 5 minutes on agenda items only*)
7. Department Head/Elected Official Reports (*limited to 10 min.*)
8. Business
 - a. BayCom Invoice – Port Security Grant
 - b. Salvage Inspections – SOS for salvage Cert. of title
 - c. B&G and Security Committee meeting fees/mileage – acct. needed
 - d. Retiring employee – vacation/sick leave payout
 - e. County Appropriation for Fair Board & Fair Manager Contract
 - f. Circuit Court Judges Salaries for 2017 - \$45,724
 - g. 2016/17 Budget Amendments
 - h. 25 hr/wk hard cap for part time employees
 - i. OSHA – Non Compliant Renalty
9. Public Comment
10. Commissioner Comment
11. Adjournment

Steven Gromala

Charlie Meintz – Chairperson

William Cech – Vice Chairman

Larry Phelps

John Nelson

Jan Hafeman

Gerald Piche

Bernie Lang

Larry Schei

Menominee County Finance Committee
Minutes of Meeting
December 6, 2016

*****DRAFT*****

The Finance Committee met on December 6, 2016 at 8:00 AM at the Menominee County Annex (MSU-E).

Others present at the meeting were Diane Lesperance; Gerald Piche

Call Meeting to order: Com. Nelson called the meeting to order at 8:00 A.M.

Pledge of allegiance: was recited by all.

Roll Call: All Finance Com. Commissioners are present.

Agenda was approved by Com. Hafeman and supported by Com. Cech to approve the agenda as written. Motion approved 4/0.

Previous Meeting minutes: October 10, 2016– moved by Com. Hafeman and supported by Com. Cech to approve the minutes of the October 10, 2106 Finance Committee meeting. Motion approved 4/0.

Public Comment: None

Department Head/Elected Official Reports: Diane Lesperance: I do have some info. on the personal property tax that we submitted a request to get a reimbursement for. In 2012 the personal property tax was reduced on certain businesses which was a loss of revenue to the counties in the state. We just received payment for that loss, which was more than we had anticipated (about \$78,000). We received \$201,384.69. All of the counties have commented that they received more than anticipated. This was receipted in on Nov. 29th. This does not have to be split for the schools. This is all of the County money, strictly going into the General fund. Conference in Feb. will probably discuss this refund more in depth. **DuPont**: This will be added into the budget amendments. Also, the Sheriff Dept. is picking up Auto Theft via the state, for auto theft...salvage inspections. The officer can be paid up to \$100 per inspection. The auditors recommended we open a special revenue account for this account. We need more clarification from the sheriff dept. on this subject. We also have a contract coming due "County Cost Analysis". This is a three year contract that needs to be renewed, or we need to send it out for bids, that's for the board to decide. Consensus is to get together an RFP for the Cost analysis bidding process. **Com. Nelson** says per the bylaws, we need to bid it out.

Business Items:

A. County Appropriation for Fair Board & Fair Manager: – Nelson: We have a

request for \$6,000 for the Fair and \$4,000 for the Fair Manager. **DuPont:** This was NOT budgeted in the current budget because we did not have their account information. **Nelson:** According to this breakdown of their accounts, there is \$1,000 left over from last year. I think we should only give them \$5,000 instead of the requested \$6,000 since there was \$1,000 left over. **Cech:** Are they supposed to have a carryover of funds from year to year? **Hafeman:** No they're not supposed to; they're supposed to break even. **Schei:** In other words, they payout what they take in. **Nelson:** We should actually see what they have in their accounts. The fair board also derives an income from a building that we own that they take half of the income from. I questioned that a while back, that's a county owned building, we receive rent for inside storage from the parks patrons and we are giving ½ of that money to the Fair board, and we have no say in it. I don't have a problem supporting the Fair, but should we be giving them \$ that arise from the rental storage in that county building? **DuPont:** I have not found anything in the board minutes in the vault that approve this be allowed. **Schei:** There is no breakdown of the income and expenses. **Nelson:** I would like to see what they have in those accounts, a complete breakdown of expenses and revenues. I'd also like to see us get an opinion on whether we can give a separate entity money without board authorization. We're basically making a donation. **DuPont:** I've looked for minutes, and so far have found nothing showing the board approved the rent/gate fees are split between the parks and the fair brd. It may be farther back in the minutes than I've had time to look into. All commissioners agree, we need a better breakdown of the moneys in the fair accounts.

B. BayComm Invoice – Grant Info.: **Nelson:** We have an invoice from Baycomm. I was hoping to get some answers on why the grant was never requested. It looks like payment was made for part of the invoice that was broken into three \$4,500 payments so far. **DuPont:** I believe there was a grant, a DNR grant (not sure). I asked Brian Helfert to come to the meeting, but he never responded. I don't know a lot about this grant. It happened last year. The work was complete, but not within the grant period...so the money from the grant was never received. **Nelson:** There was no contract, no bid, no end date for completion. So no penalty to BayComm for failing to meet the deadline. **DuPont:** There was a 2% grant applied for this year for the remaining balance of this invoice, but we were turned down. **Cech:** If Marinette Co. was involved in this project also, perhaps they should be responsible for part of the cost. **Nelson:** Mike Holmes or Kenny Marks need to be here to talk about this. It appears to be an agreement between the sheriff dept and Baycomm.

C. 2016/17 Budget Amendments: **DuPont:** The first amendment is a \$500 anonymous donation received for the library. Remonumentation, we budgeted \$50,000 and the grant came back with it being \$12,119 more. We broke down the budget according to the way Bill Lenca wrote the grant. Emergency management received a Hannahville grant for a rescue sled (\$3,180). Parks Hannahville grant received for picnic tables (\$4,150). Road Patrol received a Hannahville grant for a lightbar (\$6,882) and body worn video cameras (\$7,920). Plus the \$201,384.69 for the lost personal property taxes in 2012. **Nelson:** we spoke about the 911 insurance in lieu of for \$4,800. **DuPont:** actually 911 has all of their insurance and in lieu of \$ coming from the same account, so we don't have to add in another account for the in lieu of payout. **Nelson:** There's

two parts to this; the board had a directive that wasn't followed and the \$4800 that we didn't count on. **DuPont:** Because it's a revenue account the money will come from the fund balance in that account anyway. Schei moves to send these budget amendments to the full board for approval. Com. Hafeman seconds the motion. Motion approved 4/0

Public Comment: Piche: Concerns with the fair board. A few years ago we gave the fair manager responsibility to the Fair with an allotment of money to cover that. And Brian said at that time, this is what they get, if they can't make a go of it, then that's it. It was a very lax fair board, everyone was all over the place, so Brian was trying to get it more organized, which I complimented him for. It's still on a very loose cord. Park & Rec. Committee came to a fair meeting and said that they will pay for the roof on the 4-H building. The Fair board was against that. The agreement was loose, if the parks committee put the roof on, it would then be their building. I've asked the fair board, are we making money, are we losing money...and I don't get a response. The fair is lacking on putting the expenses on paper. A lot of people approach me saying, "the fair isn't needed". I disagree; I think the children need the fair. **Diane Lesperance:** Sherry and I did get the County Incentive Program into the state on time so we can receive the revenue sharing from the state.

Commissioner Comment: Cech: Thank you Gerry for the heartfelt thoughts of the fair board. I'd like to investigate doing a re-vamp and somehow make it more profitable. **Nelson:** We will discuss the bldg. at Shakey Lakes. I thank Larry for the info about Ray. It's a tragic loss. I'd like to get the issue of Baycomm straightened out and the parks/fair accounts. I'd like to thank Diane and Com. Piche. Have a good week.

Adjournment: Moved by Com. Hafeman supported by Com. Cech to adjourn the meeting at 9:10 AM. Motion approved 4/0.

Sherry DuPont

From: Tory L. Homme <thomme@baycominc.com>
Sent: Tuesday, November 22, 2016 12:33 PM
To: Sherry DuPont
Subject: FW: Baycom Invoice
Attachments: KMBT35020160610132255.pdf

Hi Sherry,

Attached is a copy of the invoice. The balance due is \$14,082.00. Below are the payments we have received to date.

Check #108314 for \$4,500 received 07/25/16

Check #108757 for \$4,500 received 08/29/16

Check #109196 for \$4,500 received 10/03/16

I would appreciate it if you would please look into and let me know when we can expect the remainder of the payment.

Thank you.

From: Tory L. Homme
Sent: Thursday, July 14, 2016 4:31 PM
To: 'bbousley@menomineeco.com' <bbousley@menomineeco.com>
Subject: RE: Baycom Invoice

Brian,

Per our conversation today, you will be cutting a check for \$4,500 next week and the balance remaining of \$23,082 will be paid before the end of August. We have been very patient and I look forward to putting this behind us.

I will touch base with you next week.

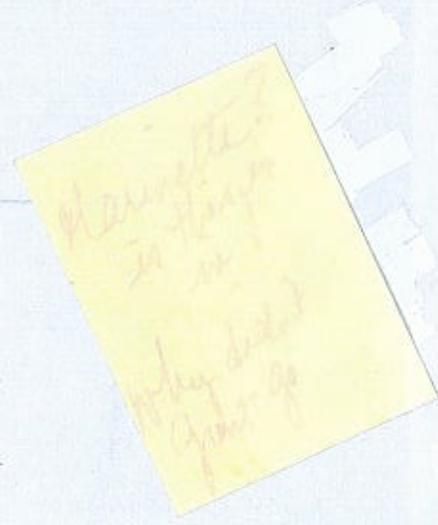
Thank you
Tory

From: Tory L. Homme
Sent: Friday, June 17, 2016 10:53 AM
To: 'bbousley@menomineeco.com' <bbousley@menomineeco.com>
Subject: RE: Baycom Invoice
Importance: High

Brian,
Please confirm receipt of the invoice and an update on payment status.

Thank you.

From: Tory L. Homme
Sent: Friday, June 10, 2016 12:29 PM
To: 'bbousley@menomineeco.com' <bbousley@menomineeco.com>
Subject: Baycom Invoice



Good Afternoon Brian,

Attached is a copy of the invoice. I would appreciate it if you would please provide me with a timeframe as to when we can expect payment.

Please let me know if there is anything else you need.

Thank you!

Tory Homme | Accountant
BAYCOM, Inc. | Green Bay, WI
Direct: (920) 544-4258 | Cell: (920) 609-0926
thomme@baycominc.com | www.baycominc.com
For Service Requests, contact:
920.544.4290 or coordination@baycominc.com

BAYCOM serious mobility.
when it matters most.
Celebrating 60 Years of Loyal Service.



BAYCOM



serious mobility. when it matters most.

Camera Project Acceptance

2873

Date: 12-11-15
 Project#: _____
 Ticket#: _____
 # Of Cameras: 2

Customer Name: Menominee County Sheriff
 Customer contact: Brian Helfert
 Address: 831 TENTH AVENUE
 City, State, Zip: MENOMINEE, MI 49858-3013
 Phone Number: 906-863-4444, EXT. 308
 Can we use you as a reference: _____

All Cameras Installed:	Labeled Properly:	Date & Time Configured:	Streams Configured:	Camera Recording:	Camera Aimed:	House keeping:
Yes	Yes	Yes	Yes	Yes	Yes	

Notes / Comments:
Installed 4 PIP (Wires) link & 2 PIZ Cameras

Tech Name: <u>Todd Zimmerman</u>	Installer Name: <u>Robert Jones</u>	Customer Name: <u>Brian R. Bosley</u>
Tech Signature: 	Installer Signature: 	Customer Signature:
Date: <u>12-11-15</u>	Date: _____	Date: <u>12-28-15</u>

COUNTY OF MENOMINEE

839 10th Avenue
Menominee, Michigan 49858

PURCHASE ORDER

No. 03420

(INDICATE THIS NUMBER ON INVOICE)

VENDOR: BayCom

ADDRESS: 20400 Radisson Street

Green Bay, WI 54302

DATE 8-25-16

169

[Signature]

DEPARTMENT Admin DEPARTMENT HEAD SIGNATURE

QUANTITY	DESCRIPTION	UNIT PRICE	AMOUNT
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BayCom invoice - Port security Project 4,500.00

101-103-755.00

TOTAL 4,500.00

APPROVED *[Signature]*
Chief Fiscal Officer

ORIGINAL

COUNTY OF MENOMINEE
 839 10th Avenue
 Menominee, Michigan 49858
PURCHASE ORDER

No. 03384

(INDICATE THIS NUMBER ON INVOICE)

VENDOR: BAYCOM DATE: 7-15-16 1997
 ADDRESS: 2040 RADISSON STREET
GREEN BAY, WI 54302
 DEPARTMENT _____ DEPARTMENT HEAD SIGNATURE B. R. Bandy

QUANTITY	DESCRIPTION	UNIT PRICE	AMOUNT
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See invoice - installment #1
 portion of grant reimbursement

4,500.⁰⁰

101-103-755.00 TOTAL 4500.⁰⁰

APPROVED: B. R. Bandy
 Chief Fiscal Officer

ORIGINAL

COUNTY OF MENOMINEE

859 10th Avenue
Menominee, Michigan 49858

PURCHASE ORDER

No. 03455

(INDICATE THIS NUMBER ON INVOICE)

VENDOR: BayCom

DATE 9-23-16

ADDRESS: 2040 RADISSON Street

Green Bay, WI 54302-2085

DEPARTMENT ADMIN.

DEPARTMENT HEAD SIGNATURE

[Signature]

QUANTITY	DESCRIPTION	UNIT PRICE	AMOUNT
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1	Port Security Grant - installment # 3		4,500
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101-103-755.00

TOTAL 4,500.00

APPROVED *[Signature]*

Chief Fiscal Officer

ORIGINAL

JS Electronics, Inc.

1108 20th Street
 (906) 863-2820 (800) 831-4487
 Menominee, MI 49858

Invoice

DATE	INVOICE #
11/9/2015	19040

BILL TO
Menominee County 9-1-1 2509 Tenth Street Menominee, MI 49858 Attn: Debra Wormwood

MAKE/MODEL/SERIAL #/ COMPLAINT/REQUEST
Request provide repairs on Rohn 35 tower on roof of Harbors

P.O. NO.	TERMS	DUE DATE	S/F SERVICE
B.Bousley	Net 30	12/9/2015	

DESCRIPTION	QTY	RATE	AMOUNT
<p>Replaced all 6 guy wires with new 3/16 steel cable. Replaced all clamps, shackles and turnbuckles with new. Added safety cables on turnbuckles, and guy support brackets (none previously). Removed approximately 300 feet of rotted polyester rope. Removed 15 rope guides. Removed 3 point pulley bracket system. Removed single point pulley bracket system. Removed abandoned coax cable, antennas, wireless antenna equipment. Removed degraded old coax cable used for county/city law Menominee site (from 1960's). Installed new 7/8 coax (customer-owned) with connectors, jumper, and pulling grip. Removed corroded electrical junction boxes and wires. Installed new electrical junction box. Re-grounded tower. Ran cables through roof feedthrough and re-potted with rubber based sealer. Installed 3/4" conduit run and weatherproof junction box for future needs. Updated grounding in penthouse/electrical room to all wireless equipment. Cleaned up job site. Disposed off/recycled all scrap equipment and cables. Unable to install PTZ camera for Menominee Co. Sheriff Department as contact from Baycom would not return telephone calls despite several attempts. Due to the age of the tower there is surface rust but at this time it does not affect structural integrity. Weather (wind) prevented re-coating tower with cold galvanizing paint. Should be addressed in the future. Tower is now structurally sound and safe to climb as all extraneous ropes, hardware, and cables have been removed.</p>	1	3,850.00	3,850.00

*Post Security Dept -
 Paid for by 911 -*

Thank you for allowing JS Electronics to assist in meeting your communications needs.	Total	\$3,850.00
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serious mobility.
when it matters most.

2040 RADISSON STREET
GREEN BAY, WI 54302-2085

Invoice

Page 1/1
Invoice PB77
Date 01/21/2016

Amount Paid: \$ _____

Bill To: MENOMINEE COUNTY SHERIFF
831 10TH AVE
MENOMINEE MI 49858

Ship To: MENOMINEE COUNTY SHERIFF
BRAIN H. MARINA CAM
831 10TH AVE
MENOMINEE MI 49858

- DETACH TOP PORTION AND RETURN WITH PAYMENT -

Purchase Order No.		Customer ID	Salesperson	Shipping Method	Payment Terms	Req Ship Date
BRAIN H. MARINA CAM		4139	JASON PEDERSEN	UPS	DUE UPON RECEIPT	11/1/2015
Ordered	Shipped	B/O	Item # / Serial #	Description	Unit Price	Ext. Price
6	6	0	600SSH	CANOPY SURGE SUPPRESSOR	\$26.80	\$160.80
2	2	0	C058900A112A	EPMP, 1000, 5GHZ, CONNECTORIZED R	\$672.49	\$1,344.98
1	1	0	C058900A122A	EPMP 1000, 5GHZ, CONNECTORIZED R	\$113.43	\$113.43
3	3	0	C058900C132A	CAM EPMP 5GHZ INTEG RADIO	\$113.33	\$339.99
			7686PL25216		1	
			7686PL25285		1	
			7686PL25826		1	
6	2	0	SMMB1A	CANOPY UNIVERSAL MOUNTING	\$104.52	\$209.04
2	2	0	562147	ULTRA 2K ENVIRO PENDANT PTZ, 3	\$4,573.33	\$9,146.66
			41901818		1	
			41901835		1	
2	2	0	110060	INDIGOVISION PTZ POWER SUPPLY	\$69.07	\$138.14
2	2	0	417821	12 MONTH SUP ENHANCED MGMT LIC	\$56.00	\$112.00
2	2	0	110084	OUTDOOR PTZ WALLMOUNT INDIGOV	\$76.53	\$153.06
2	2	0	110096	PTZ DOME CAMER POLE MOUNT	\$81.20	\$162.40
2	2	0	Y141206C6002HC	OUTDOOR NEMA ENCLOSURE	\$337.92	\$675.84
2	2	0	GS105	5 PORT SWITCH	\$53.33	\$106.66
			2N11273K0746F		1	
			2N11273P0748F		1	
100	100	0	5100FE	2 CON. 14 GA BELDIN, GRAY, NON P	\$0.33	\$33.00
5.00	5.00	0.00	..ENGINEERING LABOR	ENGINEERING LABOR	\$180.00	\$900.00
1	1	0	..SUBLET SERVICES	SUBLET SERVICES / TOWER CREW PO#59926	\$2,400.00	\$2,400.00
1	1	0	..SUBLET SERVICES	SUBLET SERVICES / BUCKET TRUCK RENTAL	\$450.00	\$450.00
1,300	1,300	0	22065172	CAT 5 OUTDOOR SHIELDED CABLE	\$0.67	\$871.00
3	3	0	C050900D007B	EPMP FORCE 5GHZ, 25DBI DISH ANT	\$286.66	\$859.98
1	1	0	SHIPPING & HANDLING	SHIPPING & HANDLING	\$295.02	\$295.02
1	1	0	MISC PARTS AND MATERIALS	MISC PARTS AND MATERIALS	\$250.00	\$250.00
1	1	0	...INSTALL LABOR	INSTALL LABOR	\$2,860.00	\$2,860.00
1	1	0	...IS LABOR	IS LABOR	\$6,000.00	\$6,000.00

Subtotal \$27,582.00
Tax \$0.00
Total \$27,582.00

BAYCOM, INC

2040 RADISSON STREET
GREEN BAY WI 54302

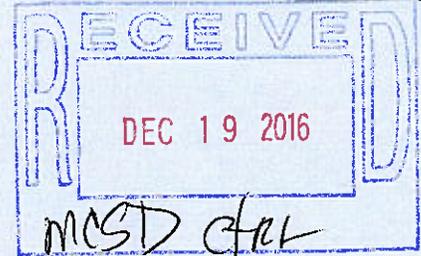
(920) 468-5426

BAYCOM, INC

STATEMENT

Date:	12/9/2016
Account:	4139

Amount Paid:	
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MENOMINEE COUNTY SHERIFF
 831 10TH AVE
 MENOMINEE MI 49858

^Please return this portion with your payment^

Document No.	Date	Code	Description	Amount	Balance
PB77	1/21/2016	SLS	Prj 957_4139	\$27,582.00	\$14,082.00
PYMNT000000005188	10/3/2016	PMT			\$14,082.00
				Amount Due:	\$14,082.00

<u>0 - 30 Days</u>	<u>31 - 60 Days</u>	<u>61 - 90 Days</u>	<u>91 and Over</u>			
\$0.00	\$0.00	\$0.00	\$14,082.00	\$0.00	\$0.00	\$0.00

Codes: SLS = Sales / Invoices FIN = Finance Charges CR = Credit Memos
 SCH = Scheduled Payments SVC = Service / Repairs RTN = Returns
 DR = Debit Memos WRN = Warranties PMT = Payments

MICHIGAN VEHICLE CODE (EXCERPT)
Act 300 of 1949

257.217c Acquisition of salvage, distressed, or older model vehicles; issuance of salvage or scrap certificates of title; salvage vehicle inspections; sale of vehicles; notice of designation as scrap vehicle; removal of scrap vehicle from state; determination of repair and labor costs; vehicle inspection fee; "actual cash value" defined.

Sec. 217c. (1) The secretary of state may conduct periodic reviews of the records of a dealer to determine whether adequate notice is given to a transferee or lessee of a rebuilt salvage vehicle of that vehicle's prior designation as a salvage vehicle. The secretary of state may request an insurance company to provide copies of salvage title documents and claims reports involving major component parts to assist the secretary of state in monitoring compliance with this act.

(2) Except for a late model vehicle that has been stolen and recovered and that has no major component part removed, missing, or destroyed, or damaged and not salvageable, an insurance company licensed to conduct business in this state that acquires ownership of a late model vehicle through the payment of a claim shall proceed under either of the following:

(a) If the insurance company acquires ownership of the vehicle through payment of a claim, the owner of the vehicle shall assign the certificate of title to the insurance company which shall do all of the following:

(i) Surrender a properly assigned certificate of title to the secretary of state.

(ii) If the estimated cost of repair, including parts and labor, is equal to or more than 75% but less than 91% of the predamaged actual cash value of the vehicle, apply for a salvage certificate of title, and if the estimated cost of repair, including parts and labor, is equal to or greater than 91% of the predamaged actual cash value of the vehicle, apply for a scrap certificate of title. The insurance company shall not sell the vehicle without first receiving a salvage or scrap certificate of title, which shall be assigned to the buyer. An insurance company may assign a salvage or scrap certificate of title only to an automotive recycler, used or secondhand vehicle parts dealer, foreign salvage vehicle dealer, or vehicle scrap metal processor.

(b) If after payment of a total loss claim the insurance company permits the owner of the vehicle to retain ownership, the insurance company shall do all of the following:

(i) If the estimated cost of repair, including parts and labor, is equal to or greater than 75% but less than 91% of the predamaged actual cash value of the vehicle, require each owner of the vehicle to sign an application for a salvage certificate of title, or if the estimated cost of repair, including parts and labor, is equal to or greater than 91% of the predamaged actual cash value of the vehicle, require each owner of the vehicle to sign an application for a scrap vehicle certificate of title.

(ii) Attach the owner's certificate of title to the application for a salvage or scrap certificate of title or have the owner certify that the certificate of title is lost.

(iii) On behalf of the owner, apply to the secretary of state for a salvage or scrap certificate of title in the name of the owner. The owner shall not sell or otherwise dispose of the vehicle without first receiving a salvage or scrap certificate of title, which shall be assigned to the buyer. An insurance company may assign a salvage or scrap certificate of title only to an automotive recycler, used or secondhand vehicle parts dealer, foreign salvage vehicle dealer, or vehicle scrap metal processor.

(3) If an insurance company pays a claim for total loss to the owner or lienholder of record as kept by the secretary of state, or both, if applicable, of a vehicle but the owner or lienholder of record as kept by the secretary of state fails to surrender the certificate of title or other document necessary for the transfer of ownership of the vehicle to the insurance company within the expiration of 30 days after the claim payment, the insurance company, without having obtained the surrender of the title or other document otherwise necessary for the transfer of ownership for the vehicle from the owner or lienholder of record as kept by the secretary of state, or both, if applicable, may apply to the secretary of state for a title as provided under this section. The insurance company shall, at the time of application, provide proof of the payment and that the insurance company has requested in writing, by certified mail or by another commercially available delivery service providing proof of delivery, on at least 2 separate occasions that the owner or lienholder of record as kept by the secretary of state surrender to the insurance company the certificate of title or other document necessary for the transfer of ownership to the insurance company. The application shall be signed under the penalty of perjury. Subject to subsection (2)(a)(ii), upon meeting the requirements of this subsection, the secretary of state shall issue to the insurance company the appropriate certificate of title free of all liens and shall notify the prior vehicle owner and lienholder of record as kept by the secretary of state, if any, of that action in writing. Proof of payment of the claim is satisfied only by 1 of the following:

(a) In the case of payment by check, either of the following:

(i) A copy of the front and back of the endorsed check.

(ii) Evidence that the check has cleared the account of the payer.

(b) In the case of payment by electronic transfer, evidence that the payment was charged to the account of the payer.

(4) Except as provided in subsection (3), if an insurance company acquires ownership of a vehicle other than a late model vehicle through payment of damages due to an accident, the company shall surrender a properly assigned title to the buyer upon delivery.

(5) If a dealer acquires ownership of a late model vehicle that is a distressed vehicle from an owner, the dealer shall receive an assigned certificate of title. If the assigned certificate of title is not a salvage or scrap certificate of title, the dealer, other than a vehicle scrap metal processor, shall surrender the assigned certificate of title to the secretary of state, and if the estimated cost of repair, including parts and labor, is equal to or greater than 75% but less than 91% of the predamaged actual cash value of the vehicle, apply for a salvage certificate of title, or if the estimated cost of repair, including parts and labor, is equal to or greater than 91% of the predamaged actual cash value of the vehicle, apply for a scrap certificate of title within 5 days after the dealer receives the assigned certificate of title. The dealer may sell a salvage vehicle to another automotive recycler, used or secondhand vehicle parts dealer, foreign salvage vehicle dealer, or vehicle scrap metal processor by assigning the salvage certificate of title to the buyer. Unless the vehicle is rebuilt, inspected, and recertified under this section, if the vehicle is sold to a buyer other than a dealer, application shall be made for a salvage certificate in the name of the buyer in the manner provided in this act. The dealer may sell a scrap vehicle only to a vehicle scrap metal processor. A vehicle scrap metal processor shall surrender an assigned certificate of title to the secretary of state within 30 days after acquiring a vehicle for which a certificate of title was received. A vehicle scrap metal processor shall surrender an assigned salvage or scrap certificate of title to the secretary of state within 30 days after acquiring a vehicle for which a salvage or scrap certificate of title was received and report that the vehicle was destroyed or scrapped.

(6) An application for a scrap certificate of title shall be made on a form prescribed by the secretary of state accompanied by a fee of \$15.00. The application shall contain all of the following:

(a) The complete name and current address of the owner.

(b) A description of the vehicle, including its make, style of body, model year, fee category or weight, color, and vehicle identification number.

(c) If the vehicle is a late model vehicle, a listing of each major component part that was not salvageable.

(d) Further information as may reasonably be required by the secretary of state.

(7) The scrap certificate of title shall authorize the holder of the document to transport but not drive upon a highway the vehicle or parts of a vehicle, and assign ownership to a vehicle scrap metal processor, automotive recycler, used or secondhand vehicle parts dealer, or foreign salvage vehicle dealer. A certificate of title shall not again be issued for this vehicle. A person shall not rebuild or repair a scrap vehicle and allow it to retain the original vehicle identification number.

(8) If a person, other than a dealer or insurance company that is subject to subsection (2) or (5), acquires ownership of a distressed, late model vehicle, the person shall surrender the title or assigned certificate of title to the secretary of state, and if the estimated cost of repair, including parts and labor, is equal to or greater than 75% but less than 91% of the predamaged actual cash value of the vehicle, apply for a salvage certificate of title, or if the estimated cost of repair, including parts and labor, is equal to or greater than 91% of the predamaged actual cash value of the vehicle, apply for a scrap certificate of title before the vehicle may be transported.

(9) An owner of a vehicle may determine that a vehicle is a scrap vehicle or a salvage vehicle without making any determination as to the actual cash value of the vehicle.

(10) If a leasing company, vehicle manufacturer, insurance company not licensed to do business in this state, association, repossession company, self-insured owner, financial institution, governmental entity, or other company, institution, or entity, owns a distressed, late model vehicle, the titleholder shall surrender the title or assigned certificate of title to the secretary of state and apply for a salvage certificate of title if the retail cost of repair, including parts and labor, is equal to or greater than 75% but less than 91% of the predamaged actual cash value of the vehicle, or if the retail cost of repair, including parts and labor, is equal to or greater than 91% of the predamaged actual cash value of the vehicle, apply for a scrap certificate of title, before the vehicle may be transported or sold. If ownership is transferred, the owner shall sell the vehicle only to a dealer who is eligible to buy a salvage or scrap vehicle in this state unless the owner complies with subsection (13). When a leasing company, vehicle manufacturer, insurance company not licensed to do business in this state, association, repossession company, self-insured owner, financial institution, governmental entity, or other company, institution, or entity, estimates the repair of a distressed, late model vehicle for the purpose of determining whether to apply for a salvage or scrap certificate of title, a complete record of the estimate and, if the vehicle is repaired before a transfer of ownership, a complete record of the

actual cost of the repairs performed and by whom shall be maintained for a minimum of 5 years by the leasing company, vehicle manufacturer, insurance company not licensed to do business in this state, association, repossession company, self-insured owner, financial institution, governmental entity, or other company, institution, or entity. The estimates and repair records required by this subsection shall be available for unannounced inspections by a law enforcement agency or a representative of the secretary of state. The secretary of state may request a leasing company, vehicle manufacturer, insurance company not licensed to do business in this state, association, repossession company, self-insured owner, financial institution, governmental entity, or other company, institution, or entity to provide copies of title documents, repair estimates, claims reports involving major component parts, and actual cash value determination documents to assist the secretary of state in monitoring compliance with this act.

(11) An application for a salvage certificate of title shall be made on a form prescribed by the secretary of state accompanied by a fee of \$10.00. The application shall contain all of the following:

- (a) The complete name and current address of the owner.
- (b) A description of the vehicle, including its make, style of body, model year, fee category or weight, color, and vehicle identification number.
- (c) An estimate of the cost repair, including parts and labor, and an estimate of the predamaged actual cash value of the vehicle.
- (d) If the vehicle is a late model vehicle, a listing of each major component part that was not salvageable.
- (e) Further information as may reasonably be required by the secretary of state.

(12) The secretary of state shall issue and mail the salvage certificate within 5 business days after the time the application is received at the secretary of state's office in Lansing. Each salvage certificate of title shall include a listing of each major component part that was not salvageable.

(13) A salvage certificate of title authorizes the holder of the title to possess, transport, but not drive upon a highway, and transfer ownership in, a vehicle. The secretary of state shall not issue a certificate of title or registration plates for a vehicle for which a salvage certificate of title was issued unless a specially trained officer described in subsection (15) certifies all of the following:

- (a) That the vehicle identification numbers and parts identification numbers are correct.
- (b) That the applicant has proof of ownership of repair parts used.
- (c) That the vehicle complies with the equipment standards of this act.

(14) The certification required by subsection (13) shall be made on a form prescribed and furnished by the secretary of state in conjunction with the department of state police and shall accompany the application that is submitted to the secretary of state for a certificate of title. An application for a certificate of title shall contain a description of each salvageable part used to repair the vehicle and any identification number affixed to or inscribed upon the part as required by state or federal law. Upon satisfactory completion of the inspection as required by the secretary of state and other requirements for application, the secretary of state shall issue a certificate of title for the vehicle bearing the legend "rebuilt salvage".

(15) An officer specially trained as provided by the secretary of state and authorized by the secretary of state to conduct a salvage vehicle inspection is either of the following:

- (a) An on-duty or off-duty police officer.
- (b) A previously certified police officer who is appointed by the local police agency as a limited enforcement officer to conduct salvage vehicle inspections. The local police agency shall give this officer access to the agency's law enforcement information network system and the authority to confiscate any stolen vehicle or vehicle parts discovered during an inspection. The local police agency may give the officer the authority to arrest a person suspected of having unlawful possession of a stolen vehicle or vehicle parts.

(16) The secretary of state shall issue a certificate to an officer who is specially trained as provided by the secretary of state to conduct salvage vehicle inspections. Only a person who has a valid certification from the secretary of state may perform salvage inspections. The secretary of state on his or her own initiative or in response to complaints shall make reasonable and necessary public or private investigations within or outside of this state and gather evidence against an officer who was issued a certificate and who violated or is about to violate this act or a rule promulgated under this act. The secretary of state may suspend, revoke, or deny a certificate after an investigation if the secretary of state determines that the officer committed 1 or more of the following:

- (a) Violated this act or a rule promulgated under this act.
- (b) Was found guilty of a fraudulent act in connection with the inspection, purchase, sale, lease, or transfer of a salvage vehicle.
- (c) Was found guilty of the theft, embezzlement, or misappropriation of salvage vehicle inspection fees.
- (d) Performed improper, careless, or negligent salvage vehicle inspections.
- (e) Ceased to function as a police officer because of suspension, retirement, dismissal, disability, or

termination of employment.

(f) Was convicted of a violation or attempted violation of 1986 PA 119, MCL 257.1351 to 257.1355.

(g) Made a false statement of a material fact in his or her certification of a salvage vehicle inspection or any record concerning a salvage vehicle inspection.

(17) Upon receipt of the appropriate abstract of conviction from a court and without any investigation, the secretary of state shall immediately revoke the certificate of an officer who has been convicted of a violation or attempted violation of section 413, 414, 415, 535, 535a, or 536a of the Michigan penal code, 1931 PA 328, MCL 750.413, 750.414, 750.415, 750.535, 750.535a, and 750.536a, or has been convicted in federal court or in another state of a violation or attempted violation of a law substantially corresponding to 1 of those sections.

(18) If a dealer acquires ownership of an older model vehicle from an owner, the dealer shall receive an assigned certificate of title and shall retain it as long as he or she retains the vehicle. A vehicle scrap metal processor shall surrender an assigned certificate of title to the secretary of state within 30 days after the vehicle is destroyed or scrapped.

(19) A dealer selling or assigning a vehicle to a vehicle scrap metal processor shall make a record in triplicate on a form to be provided by the secretary of state in substantially the following form:

Scrap Vehicle Inventory:

SELLER: Dealer name _____
 Dealer address _____
 Dealer license number _____

PURCHASER: Conveyed to: _____ Date _____
 (Vehicle scrap metal processor)
 Dealer address _____
 Dealer license number _____

Vehicles

Model Year	Vehicle Make	VIN	Title Number	Dealer's Stock Number	Color
1. _____	_____	_____	_____	_____	_____
2. _____	_____	_____	_____	_____	_____
3. _____	_____	_____	_____	_____	_____
etc.					

One copy shall be retained as a permanent record by the dealer, 1 copy shall be forwarded with the vehicle to be retained by the vehicle scrap metal processor, and 1 copy shall be forwarded to the secretary of state.

(20) A person, other than an automotive recycler, used or secondhand vehicle parts dealer, or a foreign salvage dealer, receiving a salvage certificate of title shall not sell the vehicle to anyone other than 1 of the following:

- (a) The vehicle's former owner.
- (b) A used or secondhand vehicle parts dealer.
- (c) A vehicle scrap metal processor.
- (d) A foreign salvage vehicle dealer licensed under this act.
- (e) An automotive recycler.

(21) A person receiving a scrap certificate of title shall not sell the vehicle to anyone other than 1 of the following:

- (a) An automotive recycler.
- (b) A vehicle scrap metal processor.
- (c) A foreign salvage vehicle dealer licensed under this act.
- (d) A used or secondhand vehicle parts dealer.

(22) The secretary of state may conduct periodic reviews of the records of a dealer to determine whether adequate notice is given to a transferee or lessee of a rebuilt salvage vehicle of that vehicle's prior designation as a salvage vehicle. The secretary of state may request an insurance company to provide copies of salvage title documents and claims reports involving major component parts to assist the secretary of state in monitoring compliance with this act.

(23) A licensed automotive recycler, used or secondhand vehicle parts dealer, vehicle scrap metal processor, vehicle salvage pool operator, distressed vehicle transporter, foreign salvage vehicle dealer, or broker who has removed a scrap vehicle from this state for the purpose of rebuilding the vehicle or selling or leasing the vehicle to a person other than a vehicle scrap metal processor, shall receive an automatic suspension of its dealer license and of any salvage vehicle agent's license assigned to that dealer for a period

of 30 days. Upon receipt by the secretary of state of a written request from the dealer, the dealer shall have the right to an immediate hearing on the matter within that 30-day period.

(24) For the purpose of this section, the estimated costs of the repair parts shall be determined by using the current published retail cost of original manufacturer equipment parts or an estimate of the actual cost of the repair parts. The estimated labor costs shall be computed by using the hourly rate and time allocations which are reasonable and commonly assessed in the repair industry in the community where the repairs are performed.

(25) A police agency shall charge a fee for an inspection of a vehicle under subsection (13). Each local authority with a police agency shall determine the amount of the fee for inspections by that police agency, which shall not exceed \$100.00. The police agency shall credit the fee to the budget of that police agency and use the fee for law enforcement purposes that affect stolen vehicles, stolen vehicle parts, and salvage vehicle inspections. A local police agency shall compensate an off-duty and limited enforcement police officer for a salvage vehicle inspection.

(26) For the purpose of this section, "actual cash value" means the retail dollar value of a vehicle as determined by an objective vehicle evaluation using local market resources such as dealers or want ads or by an independent vehicle evaluation or vehicle appraisal service or by a current issue of a nationally recognized used vehicle guide for financial institution appraisal purposes in this state.

History: Add. 1978, Act 507, Eff. July 1, 1979;—Am. 1987, Act 238, Imd. Eff. Dec. 28, 1987;—Am. 1988, Act 255, Eff. Oct. 1, 1989;—Am. 1990, Act 96, Eff. Jan. 1, 1991;—Am. 1992, Act 118, Imd. Eff. June 26, 1992;—Am. 1992, Act 304, Imd. Eff. Dec. 21, 1992;—Am. 1993, Act 300, Eff. Jan. 1, 1994;—Am. 2002, Act 642, Eff. Jan. 1, 2003;—Am. 2015, Act 48, Eff. Sept. 7, 2015.

Compiler's note: For effective date of increases in certain fees, charges or taxes provided by this section, see MCL 257.817(1).

MENOMINEE COUNTY BUILDINGS & GROUNDS COMMITTEE MEETING

~A QUORUM OF THE BOARD MAYBE PRESENT~

DATE: Wednesday ~ December 21, 2016
TIME: 3:00 PM
PLACE: Menominee County Annex Conference Room, Stephenson, MI

*****AGENDA*****

1. Call Meeting to Order
2. Pledge of Allegiance
3. Roll Call
4. Approval of Agenda
5. Approval of Previous Minutes – None – 1st meeting
6. Public Comment (*limited to 5 minutes on agenda items only*)
7. Business
 - a. Election of officers
 - 1: Chairman
 - 2: Vice Chairman
 - 3: Secretary
 - b. Vestibule addition occupied area (1st floor) information
 - c. Projects recently completed
 - d. Planned projects
 - e. Pending County space needs in the next few months
 - f. Space availability in County owned buildings
 - g. Proposals to meet needs and space available
 - h. Recommendations to Board of Commissioners
 - i. Other discussions on issues/concerns
8. Public Comment
9. Select next meeting date
10. Adjournment

*Finance Com.
Set up acct. for
Mileage (city fees)*

Public { *Members*
Tom Philipp
- Vacant -

Don Menacher
J. Mekasho
Co-Admin

Larry Schei
Brett Cech

MENOMINEE COUNTY SECURITY COMMITTEE MEETING

~A QUORUM OF THE BOARD MAYBE PRESENT~

DATE: Monday ~ December 5, 2016
TIME: 3:30 PM
PLACE: Menominee County Administrator's Office

*****AGENDA*****

1. Call Meeting to Order
2. Pledge of Allegiance
3. Roll Call
4. Approval of Agenda
5. Approval of Previous Minutes ~ there are none, this is the first meeting
6. Public Comment (*limited to 5 minutes on agenda items only*)
7. Department Head/Elected Official Reports (*limited to 10 min.*)
8. Business
 - a. 1st floor Vestibule walk through
 - b. Courthouse Security Policy
 - c. Other Discussions on security issues/concerns
9. Public Comment
10. Commissioner Comment
11. Adjournment

- Members -

Judges - Hass.
Barofind
Co-Admin
J. Mekash

Ken Marks or
Mike Holmes
Larry Schei
John Nelson

Finance Com.
Set up account
for mileage/
meeting fee pmt.

Check Date	Check No.	Leave Bank ID	Prior Balance	Leave Accrued	Leave Used	Leave Lost	Leave Adjusted	Leave Bought Out	Ending Balance
548 - Wormwood, Debra									
01/06/2017		DD15756							
		CRT Annual	72.00	0.00	24.00	0.00	0.00	0.00	48.00
		ILL-STD	932.00	0.00	0.00	0.00	0.00	0.00	932.00
		PER-STD	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Employee Totals:									
		CRT Annual	72.00	0.00	24.00	0.00	0.00	0.00	48.00
		ILL-STD	932.00	0.00	0.00	0.00	0.00	0.00	932.00
		PER-STD	0.00	0.00	0.00	0.00	0.00	0.00	0.00

			0.00	0.00	24.00	0.00	0.00	0.00	0.00

Grand Totals:

CRT Annual	72.00	0.00	24.00	0.00	0.00	0.00	0.00	0.00	48.00 ✓
ILL-STD	932.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	932.00
PER-STD	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00

	0.00	0.00	24.00	0.00	0.00	0.00	0.00	0.00	0.00

CRT Annual 12/31/16 48
 Lost - 48

Installment 240 x 28.65 = 6876.00

Illness 12/31/16 932
 Accrued 8

940 / 2 = 470 (max 360)

360 x 28.65 = 10314.00
 17190.00

Fund 266 EMERGENCY 911

GL Number	Description	Balance
*** Assets ***		
266-000-001.00	CASH	28,581.41
266-000-040.00	ACCOUNTS RECEIVABLE	0.00
266-000-078.00	DUE FROM STATE	0.00
266-000-084.00	DUE FROM OTHER FUNDS	0.00
266-000-123.00	PREPAID EXPENSE	0.00
266-000-123.01	PREPAID INSURANCE	0.00
Total Assets		28,581.41
*** Liabilities ***		
266-000-200.00	ACCOUNTS PAYABLE	(5,183.29)
266-000-257.00	Accrued Wages Payable	0.00
266-000-273.00	UNDISTRIBUTED RECEIPTS	0.00
Total Liabilities		(5,183.29)
*** Fund Balance ***		
266-000-390.00	FUND BALANCE	320,473.90
266-000-393.01	FUND BALANCE-CMRS EMERG.TELEPHONE	0.00
266-000-393.02	FUND BALANCE-CMRS EMERG. TRAINING	0.00
266-000-393.03	FUND BALANCE - RESTRICTED TRAINING	11,087.34
Total Fund Balance		331,561.24
Beginning Fund Balance - 15-16		331,561.24
Net of Revenues VS Expenditures - 15-16		(107,939.33)
*15-16 End FB/16-17 Beg FB		223,621.91
Net of Revenues VS Expenditures - Current Year		(189,857.21)
Ending Fund Balance		33,764.70
Total Liabilities And Fund Balance		28,581.41

* Year Not Closed

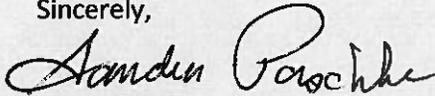
Menominee County Fair Board
S904 US HWY 41
Stephenson, MI 49887
May 23, 2016

Mr. Brian Bousley
County Administrator
839 10th Avenue
Menominee, MI 49887

Dear Mr. Bousley:

The Fair Board wants to extend its appreciation to you for your help in writing the grant to improve the Horse Show Ring and we are looking forward to having that project completed prior to the 2016 Fair. The members of the Fair board were extremely pleased in receiving the increase requested in our funding last year and are asking for the same appropriation of \$6,000 for the Fair and \$4,000 for the Fair Manager as you prepare the 2016/2017 FY Budget.

Sincerely,



Sandra Paschke
Menominee County Fair Manager



COPY

Michigan Supreme Court

State Court Administrative Office

Michigan Hall of Justice

P.O. Box 30048

Lansing, Michigan 48909

Phone (517) 373-0128

Milton L. Mack, Jr.
State Court Administrator

MEMORANDUM

DATE: August 17, 2016

TO: Probate Judges
County Administrators
Probate Registers/Administrators

FROM: Milton L. Mack, Jr.

SUBJECT: Judges' Salaries

On March 8, 2016, amendments to the statutes governing judges' annual salaries were signed into law by the Governor (2016 PA 31), with immediate effect. Public Act 31 provides that judges' annual salaries shall be increased by the percentage pay increase, excluding lump-sum payments, paid to civil service nonexclusively represented employees classified as executives and administrators on or after January 1, 2016. This pay increase takes effect on the same date as the effective date of the pay increase paid to civil service nonexclusively represented employees classified as executives and administrators.

Effective October 1, 2016, judges will receive a one percent increase in their annual salary. This does not impact the local salaries paid to circuit and district judges (\$45,724); however, there is an impact on the local salaries paid to probate judges. For calendar year 2016, probate judges should receive a total salary of (\$140,267.47) For calendar year 2017, probate judges should receive a total salary of \$141,318.19. Please adjust the amount per pay period accordingly. If there is a pay increase in 2017, we will provide you with the amounts of the calendar year salaries to be paid.

679414

If you have any questions regarding the statutorily required annual salary of a judge, please contact Diane Giganti at 517-373-5540 or GigantiD@courts.mi.gov.

Circuit

18,747 - Bareford

18,747 - Celedo.

37,494

<45,724>

<8,230>

Under budget for
Circuit Judges
in Salary acct.

Probate

139,919 - Budgeted

<140,267>

<348.00>

increased to for ^{per} 2016

under budget now 10/1/16 - 12/31

139,919

141,318

<51,399>

Under budget
for 11/1/17 - 9/31

Menominee County
Request for Budget Amendment

Budget Year: 2016/2017

Please Increase

Expenditure Account	<u>101-331-985.00</u>	by	<u>\$14,082.00</u>
	Marine Equipment		
	_____		_____
	_____		_____
	_____		_____
	_____		_____
	_____		_____

Please Decrease

Revenue Account	<u>101-000-390.00</u>	by	<u>\$14,082.00</u>
	General Fund - Fund Bal.		
	_____		_____
	_____		_____
	_____		_____
	_____		_____
	_____		_____

Date of Request 1/9/2017

Justification This was a Port Security Grant from 2012 that was not completed. The work was done by Baycomm but they were only partially paid.

Requesting Department Administration

Elected Official/Dept. Head _____

Chief Fiscal Officer's Approval _____

Date Posted to General Ledger _____

Posted by: _____

Menominee County
Request for Budget Amendment

Budget Year: 2016/2017

Create New accounts for : Salvage Vehicle Inspections

Please Increase
Revenue Account

<u>289-000-619.00</u>	by	<u>\$300.00</u>
Salvage Vehicle Inspection		

Please Increase
Expenditure

<u>289-315-706.00</u>	by	<u>\$200.00</u>
On call/overtime		
<u>289-315-715.00</u>		<u>\$25.00</u>
FICA		
<u>289-315-715.01</u>		<u>\$25.00</u>
FICA MED		
<u>289-315-716.00</u>		<u>\$25.00</u>
Workers comp		
<u>289-315-755.00</u>		<u>\$25.00</u>
Other Operating		

Date of Request

1/9/2017

Justification

New account for the Sheriff Dept. to conduct Salvage vehicle inspections
for the Secretary of the State

Requesting Department

Sheriff Dept.

Elected Official/Dept. Head

Sheriff Ken Marks

Chief Fiscal Officer's Approval

Date Posted to General Ledger

Posted by:

Menominee County
Request for Budget Amendment

Budget Year: 2016/2017 New Committee \$ added for PerDiems and Mileage

Please Increase

Expenditure Account	<u>101-101-710.00</u>	by	<u>\$1,000.00</u>
	<u>Committee Per Diem/Mileage</u>		
	<u>U.P.State Fair Authority</u>		
	<u>Security Committee</u>		
	<u>Buildings & Grnds. Com.</u>		

Please Decrease

Revenue/Expenditure Account	<u>101-000-390.00</u>	by	<u>\$1,000.00</u>
	<u>General Fund - Fund Balance</u>		

Date of Request 1/9/2017

Justification New Committee members are entitled to Per Diem/Mileage per the Bylaws.

Requesting Department Administration

Elected Official/Dept. Head _____

Chief Fiscal Officer's Approval _____

Date Posted to General Ledger _____

Posted by: _____

Menominee County
Request for *Budget* Amendment

Budget Year: 2016/2017

Please Increase

Expenditure Account	<u>266-325-704.00</u>	by	<u>\$17,190.00</u>
	<u>911 Salaries</u>		
	<hr/>		<hr/>

Please Decrease

Revenue	<u>266-000-390.00</u>	by	<u>\$17,190.00</u>
	<u>E911 Fund Balance</u>		
	<hr/>		<hr/>

Date of Request 1/9/2017

Justification Payout of Debra Wormwood's Vacation and sick leave on Retirement

Requesting Department Administration

Elected Official/Dept. Head _____

Chief Fiscal Officer's Approval _____

Date Posted to General Ledger _____

Posted by: _____

Menominee County
Request for *Budget* Amendment

Budget Year: 2016/2017

Menominee County Fair Board

Please Increase

Revenue Account

	<u>101-997-999.04</u>	by	<u>\$6,000.00</u>
	<u>Fair Board</u>		
	<u>101-997.999.32</u>		<u>\$4,000.00</u>
	<u>M.C. Fair Manager</u>		
	<u> </u>		
	<u> </u>		
	<u> </u>		

Please Decrease

Revenue/Expenditure Account

	<u>101-000-390.00</u>	by	<u>\$10,000.00</u>
	<u>General Fund - Fund Bal.</u>		
	<u> </u>		

Date of Request

1/9/2017

Justification

For County Appropriation

Requesting Department

Elected Official/Dept. Head

Chief Fiscal Officer's Approval

Date Posted to General Ledger

Posted by:

Menominee County
Request for *Budget Amend*ment

Budget Year: 2016/2017

Please Increase

Expenditure Account	<u>101-131-705.00</u>	by	<u>\$8,230.00</u>
	<u>Circuit Court PT Salaries</u>		
	<hr/>		<hr/>

Please Decrease

Revenue Account	<u>101-000-390.00</u>	by	<u>\$8,230.00</u>
	<u>General Fund - Fund Bal.</u>		
	<hr/>		<hr/>

Date of Request 1/9/2017

Justification A letter from the MI Supreme Ct. showed the Circuit Ct. Judges Salaries at \$45,724 for 2017. We only have \$37,494 budgeted.

Requesting Department Administration

Elected Official/Dept. Head _____

Chief Fiscal Officer's Approval _____

Date Posted to General Ledger _____

Posted by: _____



RICK SNYDER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
MICHIGAN OCCUPATIONAL SAFETY AND HEALTH ADMINISTRATION
BARTON G. PICKELMAN, CIH
DIRECTOR

SHELLY EDGERTON
DIRECTOR

December 21, 2016

Ms. Sherry DuPont, Interim County Administrator
Menominee County
839 10th Avenue
Menominee, MI 49858

RE: Inspection I#1192390(A51)

Dear Ms. DuPont:

On October 25, 2016, the Michigan Occupational Safety and Health Administration (MIOSHA), Construction Safety and Health Division began a programmed inspection at your building located at 839 10th Avenue, Menominee, Michigan.

During our investigation, material bulk sampling was conducted and submitted to our laboratory for analysis. The results of our tests are summarized on the enclosed material sample data sheet.

This inspection has resulted in at least one citation. Please review the enclosed citation(s) for information regarding the specific violation(s), penalties, abatement requirements, deadlines, settlement agreement instructions, and appeal information.

Enclosed you may also find additional information such as recommendations, and supplemental information on occupational safety and health.

MIOSHA standards as well as additional training materials are available online at www.michigan.gov/miosha. You may also wish to contact the MIOSHA Consultation, Education and Training (CET) Division. The CET Division conducts safety and health surveys in the workplace (full or partial) without fines or penalties, at no charge, and can be reached by calling (517) 284-7720.

If you have any questions, or if you would like additional copies of this originally issued citation associated with this inspection, please contact the Construction Safety and Health Division at (517) 284-7680. Your personal support and interest in the safety and health of your employees is appreciated.

Sincerely,

Michael T. Mason, Health Manager
Construction Safety and Health Division

MTM:lv

MATERIAL SAMPLE DATA SHEET

Michigan Department of Licensing & Regulatory Affairs
Michigan Occupational Safety & Health Administration
Construction Safety & Health Division

I #: 1192390
Date: September 6, 2016
Employer: Menominee County
Location: 839 10th Ave.
Menominee, MI 498

III: Dan Maki

Contaminant	Standard/Reference	Limit/Recommendation	Equipment
LEAD	29 CFR 1926.62*	Detectable Lead	Bulk Material Sample
CADMIUM	Part 309/R325.51851-51886*	Detectable Cadmium	Bulk Material Sample
ASBESTOS	29 CFR 1926.1101	>1% Asbestos	Bulk Material Sample

Identification/Description	Result	Limit/Recommendation	Note
VCI-01 Exterior, east side of building, south of entrance door, white paint chip from bottom window sill. Employees of Ver Halen Inc. manually removing old windows from building utilizing hammers and pry bars.	2.4% Lead ND<0.0019% Cadmium	Lead at any detectable level Cadmium at any detectable level	2,3 1
VCI-02 Exterior, east side of building, south of entrance door, yellow paint chip from side trim board on window frame.	8.2% Lead 0.0098% Cadmium	Lead at any detectable level Cadmium at any detectable level	2,3 2,3
VCI-03 Exterior, east side of building, south of entrance door, brown paint chip from window pane frame.	5.0% Lead ND<0.0024% Cadmium	Lead at any detectable level Cadmium at any detectable level	2,3 1
VCI-04 Exterior, east side of building, south of entrance door, white paint chip from paint chip debris on ground.	9.1% Lead 0.016% Cadmium	Lead at any detectable level Cadmium at any detectable level	2,3 2,3
VCI-05 Exterior, east side of building, debris dumpster, south end, brown paint chip from window pane frame.	6.4% Lead 0.0063% Cadmium	Lead at any detectable level Cadmium at any detectable level	2,3 2,3
VCI-06 Exterior, east side of building, debris dumpster, south end, white paint chip from wood trim board.	8.5% Lead 0.0093% Cadmium	Lead at any detectable level Cadmium at any detectable level	2,3 2,3
VCI-07 Exterior, east side of building, debris dumpster, south end, yellow paint chip from wood trim board.	9.2% Lead 0.014% Cadmium	Lead at any detectable level Cadmium at any detectable level	2,3 2,3

Identification/Description	Result	Limit/Recommendation	Note
VCI-08 Exterior, east side of building, debris dumpster, south end, window glazing debris.	5% Chrysotile Asbestos	level >1% Asbestos	2,3
VCI-09 Exterior, east side of building, debris dumpster, south end, window glazing debris.	5% Chrysotile Asbestos	>1% Asbestos	2,3
VCI-10 Exterior, east side of building, south of entrance door, window glazing debris on ground.	5% Chrysotile Asbestos	>1% Asbestos	2,3
VCI-11 Exterior, east side of building, south of entrance door, window glazing debris on ground.	5% Chrysotile Asbestos	>1% Asbestos	2,3
<p>Note 1: No action required. Note 2: Action required. Note 3: Exposure to the listed contaminants triggers exposure evaluation, training, housekeeping, & interim protection requirements of the listed MIOSHA standard(s). Refer to the standard for specific requirements.</p>			

% = percent and type asbestos and/or percent lead

ml = milliliter

NA = not applicable
 ND = none detected

> = greater than
 < = less than



Citation and Notification of Penalty

To:
Menominee County
and its successors
839 10th Ave
Menominee, MI 49858

Inspection Number: 1192390
Inspection Date(s): 11/21/2016 - 11/29/2016
Issuance Date: 12/21/2016

Inspection Site:
839 10th Ave
Menominee, MI 49858

Reporting ID: 0552651
CSHO ID: C9500
Optional Report Number: 16-124A21

SUMMARY: An inspection at the site noted above has revealed conditions we believe do not comply with the provisions of the Michigan Occupational Safety and Health Act, Act 154, of the P.A. of 1974, as amended (MIOSH Act). The nature of such alleged violation(s) is described on the citation(s) with reference to the applicable standards, rules, regulations, orders and provisions of the Act. Following is a list of items the employer must consider carefully, to resolve the issues alleged in the citation(s). Following this numbered summary is a more detailed explanation of the requirements.

1. The violation(s) alleged in the citation(s) must be corrected on or before the date(s) shown in the line marked "Date By Which Violation Must Be Abated". If the line is marked "Immediately Upon Receipt," the violation must be corrected on or before the date that the citation is received by the employer. If the violation was corrected during the inspection, the line will be marked "Abated." or "Corrected during inspection." Correcting a violation does not eliminate the requirement to pay the penalty nor does payment of the penalty negate having to correct the violation.
2. A copy of the citation(s) must be posted at or near the location of the violation(s) for a minimum of 3 days or until the item(s) have been corrected, whichever is later.
3. Documentation of abatement must be provided to the issuing division. Failure to provide such documentation may result in a follow-up inspection.
4. The employer may enter into a Penalty Reduction Agreement (PRA) that can result in a 50% reduction in any assessed penalties. The employer should apply for a PRA online at www.michigan.gov/mioshapra within 5 workdays upon receiving a citation(s) if interested. An employer without access to a computer may contact the issuing division to request a PRA.
5. The employer may file a first appeal for modification or dismissal of a citation item and/or any proposed penalty or request an extension of time for abatement. **The appeal must be in writing and be postmarked within 15 workdays of receipt (workday is defined below).** The first appeal can also result in a penalty reduction of up to 50%. If an appeal is untimely, the citation(s) become a Final Order of the Board of Health and Safety Compliance and Appeals (Board) and is no longer subject to review by the issuing division. An employee or employee representative may appeal abatement dates.
6. Except under a PRA monetary penalties must be paid within 15 workdays of a citation becoming a Final Order of the Board.
7. The employer may file a request for an extension of time to abate a citation(s) that has become a Final Order of the Board. Such a request must be in writing and received or post marked no later than 1 working day following the abatement date.
8. It is unlawful to discriminate against an employee for exercising any of their rights under MIOSHA.

Note: As defined in statutes, "workday" or "working day" means any day other than a Saturday, Sunday, or state legal holiday. The state legal holidays are:

January 1, New Year's Day
The third Monday in January, Martin Luther King, Jr. Day
February 12, Lincoln's birthday
The third Monday of February, Washington's birthday
The last Monday of May, Memorial or Decoration Day
July 4, Independence Day
The first Monday in September, Labor Day
The second Monday in October, Columbus Day
November 11, Veterans' Day
The fourth Thursday of November, Thanksgiving Day
December 25, Christmas Day

Please note whenever January 1; February 12; July 4; November 11; or December 25 fall on a Sunday, the next Monday following is deemed a public holiday (non-working day) for appeal purposes. However, there is no compensating day when one of the five dated holidays falls on a Saturday. Also, when computing the 15 working days, you do not count the date on which it is received; you start with the next working day. Additionally, the count is based on when the citation was received at the employer's location, not when it got to any particular person or office at the employer's location.

I-CITATIONS: The nature of the alleged violation(s) is described on the enclosed citation(s). These conditions must be corrected on or before the date(s) shown in the line marked "Date By Which Violation Must Be Abated." The issuing division may be contacted by telephone at the number indicated on the front of the citation for the purpose of discussing any issues related to the inspection or citation(s).

A copy of the citation(s) must be posted at or near the location of the violation for a minimum of 3 days or until the items have been corrected, whichever is later. The MIOSH Act provides for civil penalties of up to \$7,000 for each violation for failure to comply with posting requirements.

When compliance is achieved, a copy of the citation must be signed and returned to the issuing division along with documentation of abatement.

Documentation of abatement for citation items originally classified as "serious," "repeat," "fail-to-abate," "willful," or "instance-by-instance," require documentation as deemed appropriate by the issuing division. Examples of documentation for these violation classifications are:

- (a) A detailed description of how the violation was abated.
- (b) Work orders or an invoice indicating the corrective work that has been done.
- (c) Photographs of the abated conditions.
- (d) Other forms of conclusive evidence that your employees are no longer exposed to the hazard.

For citation items classified as "other," submitting to the issuing division a signed copy of the citation item indicating the item has been abated is acceptable documentation of abatement. Submitting a document in writing, certifying abatement of the particular citation item is also acceptable for citation items classified as "other."

If the employer does not provide adequate documentation of abatement, a re-inspection may be conducted. Failure to correct an alleged violation within the abatement period may result in new or additional proposed penalties.

Correcting a violation prior to the expiration of the abatement date does not eliminate the requirement to pay the penalty. Payment of the penalty does not eliminate the requirement of correcting the violation.

II-PENALTY REDUCTION: In addition to the appeal rights afforded by the MIOSH Act, the Michigan Occupational Safety and Health Administration has implemented a program for negotiating an expedited settlement of penalties with the employers known as a Penalty Reduction Agreement (PRA). This is a program designed to reach abatement of the hazard at the earliest possible opportunity and reduce the need for formal appeals. The penalty reduction (PRA) can result in a penalty reduction of 50% provided the issuing division and the employer agree to a number of specified conditions. These conditions include an agreement by the employer to accept all of the citations issued and to:

- (a) Not appeal further.
- (b) Abate all items within the abatement period.
- (c) Provide proof of abatement.
- (d) Pay all agreed upon penalties as required (within 15 working days of approval of the PRA.)
- (e) Abide by any other mutually agreed upon actions.

Inspections involving a fatality, the Severe Violator Enforcement Program (SVEP), or willful citations are not eligible for the program. Construction citations must be confirmed as corrected by the issuing division before a penalty reduction agreement can be approved.

If you are interested in pursuing a PRA, you should apply online at www.michigan.gov/mioshapra within 5 workdays upon receipt of the citation(s), but no later than the 15th workday beyond receipt of the citation(s). If you do not have access to a computer, you should contact the issuing division within the same timeframe to request a PRA. If the employer wishes to accept the conditions stated above and the process can be completed within 15 workdays from receipt, then no appeal need be filed.

III-CITATION APPEAL: An employer may file a first appeal to the issuing division in writing for modification or dismissal of a citation item and/or any proposed penalty or an extension of time for abatement. The first appeal can also result in a penalty reduction of up to 50% providing the issuing division and the employer agree to the conditions (a) through (e) as stated in Section II, PENALTY REDUCTION (above).

An employee or employee representative may appeal in writing the reasonableness of the abatement date(s). The envelope containing an appeal must be postmarked no later than the 15th workday following receipt of the citation.

If a citation is not appealed within 15 workdays of receipt, then the citation becomes a Final Order of the Board of Health and Safety Compliance and Appeals (Board). Final Order citations are not subject to review by the issuing division unless the Bureau of Hearings establishes good cause for the late appeal.

An appeal must specify the item(s) appealed and that portion of the item (e.g., violation, abatement date, penalty) which is being appealed and include a certification that the appeal has been posted or given to affected employees or their representatives. If the issuing division meets with the employer to discuss an appeal, the issuing division will notify the employee representative and allow attendance at the meeting.

The issuing division will notify an employer of its decision within 15 workdays of the receipt of the employer's written appeal. The decision must be posted at the location of the subject citation.

If an employer, employee or employee representative is not satisfied with this decision then they may file a second appeal. The appeal must be in writing and the envelope containing the second appeal must be postmarked within 15 workdays of the receipt of the issuing division's decision on the first appeal. If the issuing division's decision is not appealed then the citation becomes a Final Order of the Board.

IV-PAYMENT OF MONETARY PENALTIES: Unless subject to a PRA, payment must be made within 15 workdays of the date a proposed penalty of a citation becomes a Final Order of the Board. This would be the 30th workday after receipt of each citation item that is not appealed. For payment of a penalty, make a check or money order payable to the "State of Michigan" and remit to the issuing division at the address shown on the citation. Please record the inspection number, citation and item number on the check, money order or transmittal letter.

V-EXTENSION OF TIME TO ABATE: An employer may file a petition for modification of abatement date(s) (PMA) on an item of a citation, which has become a Final Order of the Board. The PMA must be submitted to the issuing division in writing by personal delivery or postmarked no later than one day following the abatement date, and a copy posted near the place the citation was posted. An employer must have made a good faith effort to correct the violation by the abatement date, and has or will not be successful because of factors beyond the employer's reasonable control. A PMA must include:

- (a) Steps taken to achieve compliance.
- (b) The specific additional abatement time necessary.
- (c) The reasons the additional time is needed.
- (d) Available interim steps being taken to safeguard the employees against the cited hazard during the abatement period.
- (e) A certification that a copy of the PMA has been posted for employees at the location of the subject citation.

The posted copy must remain posted for a minimum of 10 workdays.

If the issuing division or affected employees file an objection to the PMA within 10 workdays of the employer's filing date, the Board will schedule a hearing and advise the employer of the date, time, and place of the hearing.

VI-EMPLOYEE DISCRIMINATION: Section 65 of the MIOSH Act, prohibits discrimination by an employer against an employee for filing a complaint or exercising any rights under the MIOSH Act, as amended. If an employee believes that he or she was discharged or otherwise discriminated against as a result of filing a complaint, they may file a complaint with the MIOSHA Employee Discrimination Section within 30 days after the violation occurs.

VII-STATE CONSULTATION EDUCATION AND TRAINING SERVICES: The MIOSHA Consultation Education and Training (CET) Division offers a wide range of services to help businesses with their health and safety practices. CET services include: helping employers create a Safety and Health Management System, seminars and workshops, onsite consultations, hazard surveys, an equipment loan program and information material. The majority of CET services are provided free of charge to Michigan employers and employees. For information on these services, contact the CET Division at (517) 284-7720 or visit their web site at www.mi.gov/miosha.

**Michigan Department of Licensing
and Regulatory Affairs**
530 West Allegan Street
P.O. Box 30645
Lansing, MI 48909
Phone: (517) 284-7680 Fax: (517) 284-7685

Inspection Number: 1192390
Inspection Date(s): 11/21/2016 - 11/29/2016
Issuance Date: 12/21/2016
Optional Reporting Number: 16-124A21

Citation and Notification of Penalty

Company Name: Menominee County
Inspection Site: 839 10th Ave, Menominee, MI 49858

Citation 1 Item 1

Type of Violation: Serious

1910.1001(j)(3)(i): OH PART 305 ASBESTOS FOR GENERAL INDUSTRY, REF 325.51312
Building and facility owners shall determine the presence, location, and quantity of ACM and/or PACM at the work site.

It was determined on 11/21/16 that the building/facility owner had not determined the presence, location, and quantity of ACM and/or PACM at the building located at 839 10th Ave., Menominee, Michigan.

Date By Which Violation Must be Abated:

January 04, 2017

Proposed Penalty:

\$3,000.00

Anthony M. Casaletta
Anthony M. Casaletta, Health Supervisor
Authorized Signature

**Michigan Department of Licensing
and Regulatory Affairs**
530 West Allegan Street
P.O. Box 30645
Lansing, MI 48909
Phone: (517) 284-7680 Fax: (517) 284-7685

Inspection Number: 1192390
Inspection Date: 11/21/2016 - 11/29/2016
Issuance Date(s): 12/21/2016
Optional Reporting Number: 16-124A21
CSHO ID: C9500

PROPOSED PENALTY INVOICE

Company Name: Menominee County
Inspection Site: 839 10th Ave
Menominee, MI 49858

Summary of Penalties for Inspection Number: 1192390

Citation 1 Item 1, Serious \$3,000.00

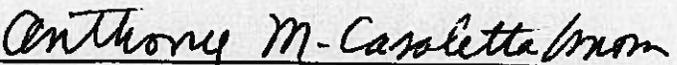
TOTAL PROPOSED PENALTIES: **\$3,000.00**

Correcting a violation prior to the expiration of the abatement date does not eliminate the requirement to pay the penalty.
Payment of the penalty does not eliminate the requirement of correcting the violation.

The state does not agree to any restrictions or conditions or endorsements put on any check or money order for less than full amount due, and will cash the check or money order as if these restrictions, conditions, or endorsements do not exist.

Payment must be made within 15 working days of the date a proposed penalty of a citation item becomes a final order of the board. This would be the thirtieth (30th) working day after receipt of each citation item which is not appealed. For the payment of any penalty, make a check or money order payable to the "State of Michigan" and remit to the Department of Licensing and Regulatory Affairs at the address shown on the citation. PLEASE RECORD THE APPLICABLE INSPECTION NUMBER, CITATION NUMBER(S) AND ITEM NUMBER(S) ON THE CHECK, MONEY ORDER OR YOUR TRANSMITTAL LETTER.

Enclose this invoice page (or a copy thereof) with your payment.


Anthony M. Casaletta, Health Supervisor
Authorized Signature

CORRECTIVE ACTION WORKSHEET

Inspection Number: _____
Optional Report Number: _____
Company Name: _____
Inspection Site: _____
Issuance Date: _____

List the specific method of correction for each of the item on this citation in this package that does not read "Corrected during Inspection" and return to: MI Occupational Safety and Health, Construction Safety & Health Division, 530 West Allegan ST, PO BOX 30645, Lansing, MI 48909.

EXAMPLE:

Citation Number: 1 and Item Number: 1 was corrected on: 6/3/16
By (Method of Correction): Item was corrected by installing the proper fall protection. Our employees have been reeducated and the job is completed.

Citation Number: _____ and Item Number: _____ was corrected on: _____
By (Method of Correction): _____

Citation Number: _____ and Item Number: _____ was corrected on: _____
By (Method of Correction): _____

Citation Number: _____ and Item Number: _____ was corrected on: _____
By (Method of Correction): _____

Citation Number: _____ and Item Number: _____ was corrected on: _____
By (Method of Correction): _____

Citation Number: _____ and Item Number: _____ was corrected on: _____
By (Method of Correction): _____

I certify that the information contained in this document is accurate and that the affected employees and their representatives have been informed of the abatement.

Signature: _____ Date: _____

Printed Name: _____ Title: _____

NOTE : Public Act 154, Rule 408.1035a(7) states: A person who knowingly makes a false statement, representation, or certification in an application, record, report, plan, or other document filed or required to be maintained pursuant to this act, or who fails to maintain or transmit a record or report as required under section 61, is guilty of a misdemeanor and shall be fined not more than \$10,000.00, or imprisoned for not more than 6 months, or both.

POSTING: A copy of the Corrective Action Worksheet should be posted for employee review.