

"Menominee – Where the best of Michigan begins"

MENOMINEE COUNTY BOARD OF COMMISSIONERS

Menominee County Courthouse
839 10th Avenue
Menominee, Michigan 49858-3000

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

The Menominee County Board of Commissioners
will meet on Wednesday ~ December 26, 2012 @ 5:30 p.m. CDT
at the Mellen Township Hall, Wallace, MI 49893

AGENDA

- A. Call to Order
- B. Pledge of Allegiance
- C. Roll Call
- D. Approval of the Agenda
- E. Approval of Previous Minutes
 CB – December 11, 2012
- F. Public Comment (*Statements, not debate, limited to 5 minutes per person on agenda items only*)
- G. Presentations (*limited to twenty minutes*)
- H. Department Head/Elected Officials Reports (*limited to ten minutes*)
- I. Action Items
 - 1. Moved by _____ seconded by _____ to approve the Menominee County Parks and Recreation, Parks Rules, as submitted.
 - 2. Moved by _____ seconded by _____ to approve the Menominee County Parks Seasonal Lease Campsites Policies and Procedures, as submitted.
 - 3. Moved by _____ seconded by _____ to approve the Remonumentation Surveyor pay rate to \$80.00 per hour for a two man field crew.
 - 4. Moved by _____ seconded by _____ to approve Resolution 2012-13 ~ Honoring Menominee County 4-H Youth Agent, Sheryl Schrot.
 - 5. Moved by _____ seconded by _____ to approve Commissioner per diems and expenses as paid.
 - 6. Moved by _____ seconded by _____ to approve Miscellaneous Bills as paid on December 6, 2012 in the amount of \$138,666.71.
 - 7. Moved by _____ seconded by _____ to place miscellaneous boards/committees/commission reports on file in the office of the County Clerk.

James Furlong - Chairperson

Charlie Meintz - Vice Chairperson

Bernie Lang

Mark Jasper

Jim Pearson

- J. **New Business (discussion only)**
 - 1. **Personnel Items:**
 - a. None
 - 2. **Building and Grounds/Park Items:**
 - a. None
 - 3. **Miscellaneous Items:**
 - a. Seeking applications for misc. board/committee appointments
 - b. AT&T Tower Site – Proposed development ~ Request for Comments
 - 4. **Finance Items**
 - a. CUPPAD Services - 2013 Membership Dues
 - b. Employee Assistance Contract – Concerned Associates
 - c. Miscellaneous Bills as paid on December 20, 2012 in the amount of \$223,743.11
- K. **Misc. Boards/Committees/Commissions Reports**
- L. **Public Comment (*limited to 5 minutes*)**
- M. **Commissioner Comment**
- N. **Any other items members may wish to present**
- O. **Adjourn**

December 11, 2012

UNAPPROVED

Proceedings of a Regular Meeting of the Board of Commissioners in and for the County of Menominee and the State of Michigan were held at the Mellen Township Hall, Wallace, Michigan.

Chairman Furlong called the meeting to order at 5:30 P.M. followed by the Pledge of Allegiance.

A call of the roll indicated that the following Commissioners were present/absent:

Present: Coms. Furlong, Lang, Jasper, Meintz, Pearson.

Absent: None

Moved by Com. Pearson, supported by Com. Jasper to approve agenda. Motion approved 5-0.

Moved by Com. Meintz, supported by Com. Lang to approve the minutes from the November 27, 2012 Regular County Board Meeting. Motion approved 5-0.

Public Comment: None

Presentations: None

Department Head/Elected Officials Reports:

County Treasurer Diane Lesperance stated dog licenses for the new year are available. She also updated Commissioners on the status of the Hermansville demolition project. The grant application was sent in for funding as a precautionary measure.

Moved by Com. Meintz, supported by Com. Jasper to approve lease agreements for Kleinke Park and Shakey Lakes Park. Motion approved 5-0.

Moved by Com. Jasper, supported by Com. Pearson, to approve revised park fees for 2013. Motion approved 5-0.

Moved by Com. Pearson, supported by Com. Lang to approve the by-laws for the Menominee County Local Planning Team. Motion approved 5-0.

Moved by Com. Jasper, supported by Com. Pearson, to approve the Law Enforcement Agreement between the City of Stephenson and Menominee County Board of Commissioners. Menominee County Sheriff's Department to be contracted by the City of Stephenson to provide law enforcement services. Motion approved 5-0.

Moved by Com. Pearson, supported by Com. Lang to approve Miscellaneous Bills as paid on October 25 and November 8, 2012 in the amount of \$236,747.71. Motion approved 5-0.

Moved by Com. Meintz, supported by Com. Jasper to place miscellaneous boards/committees/commission reports on file in the office of the County Clerk. Motion approved 5-0.

New Business (discussion only)

Personnel Items: None

Building and Grounds/Park Items:

Menominee County Parks and Recreation Park Rules changes were reviewed.

Section 9: Safety of Others was discussed: no glass containers allowed in parks was stricken.

Section 31: Trapping was added. There is no trapping allowed unless permission is sanctioned by the Park and Recreation Committee.

Section 34: Generators was added stating that it is unlawful to operate any type of generator unless sanctioned by the Park Superintendent, Menominee County Parks & Recreation Committee or designee.

Consensus of Board is to move forward to the next meeting for approval.

Parks Lease Agreement Policy and Procedures were reviewed. The following have suggested revisions:

#11 Termination of Lease Agreement

#12 "End of Term"

#13 Non Renewal of existing leases were discussed

Consensus of the Board is to move forward to the next meeting for approval.

Miscellaneous Items:

The Remonumentation surveyor rate was discussed. The current rate of pay is \$70 per hour and a request was submitted to increase it to \$80 per hour. Consensus of the Board is to move forward to the next meeting for approval.

A resolution recognizing the service of Sheryl Schrot was moved forward to the next meeting for approval.

Finance Items:

Miscellaneous Bills as paid on December 6, 2012 in the amount of \$138,666.71. Consensus of the Board is to move forward to next meeting for approval.

Misc. Boards/Committees/Commissions Reports – Consensus of Board to move forward

Public Comment: Larry Perez Floodplain Insurance

Commissioner Comment:

Com. Meintz extended holiday wishes to everyone.

Any other items members may wish to present: None

Moved by Com. Meintz, supported by Com. Pearson to adjourn at 6:00 P.M.. Motion was approved 5-0.

MENOMINEE COUNTY BOARD OF COMMISSIONERS AGENDA ITEM

SUBJECT:	Menominee County Parks and Recreation, Park Rules
DEPARTMENT:	Parks
ATTACHMENTS:	Yes
SUMMARY:	
The Parks Committee discussed amending the parks rules. They have made amendments and ask the County Board to approve the amended Parks Rules.	
RECOMMENDED MOTION	
To approve the Menominee County Parks and Recreation, Parks Rules, as submitted.	

Submitted by: **Brian Bousley**

 12/21/2012
Date

WORKSHOP ACTION

	Forwarded to County Board for Approval as Recommended
	Reviewed with no motion to carry forward
	Continue after additional review/research is obtained
	Recommended with the following change(s):

COUNTY BOARD ACTION

DATE:

	Approved
	Disapproved
	Approved with the following change(s):

**MENOMINEE COUNTY PARKS AND RECREATION
PARK RULES**

AN ORDINANCE TO ESTABLISH RULES AND REGULATIONS RELATIVE TO THE OPERATION OF COUNTY PARKS SO THAT THEY MAY BETTER SERVE THE PEOPLE OF MENOMINEE COUNTY.

SECTION 1:

These Rules shall be known as the "PARK RULES" of the Menominee County Parks.

SECTION 2: SUPERVISION OF PARKS

A) SUPERVISION - All County owned Parks located in Menominee County, shall be operated and maintained under the direction of the Menominee County Parks and Recreation Committee through its designated Park Superintendent. B) ENFORCEMENT OF ORDINANCES - The Park Superintendent, Park Rangers as well as all law enforcement agencies operating within the County of Menominee including Menominee County Sheriff's Department, Michigan State Police Department, and the Michigan Department of Natural Resources shall see to the enforcement of all provisions relating to these parks as contained in this ordinance. C) AMUSEMENT FOR GAIN - No amusement for gain for which a charge is made can be conducted in the park without the consent of the Menominee County Parks & Recreation Committee.

SECTION 3: DEBRIS, FIRE

Each person, organization or corporate group using the public works and grounds shall clean up all debris, extinguish all fires when such fires are permitted, and leave the premises in good order, and the facilities in a neat and sanitary condition.

SECTION 4: OPEN FIRES

No person shall kindle or build fires in any park except in fireplaces, fire rings, or stoves provided for that purpose. For observed violations of this section, the Park Superintendent, Park Rangers or others acting in their behalf, may request fires be extinguished at any given time. Upon leaving such fires, it shall be the duty of all persons using the fire to see that said fire is extinguished.

SECTION 5: INJURY TO PARK PROPERTY

No person shall obstruct any walk or drive in any park and no person shall injure, mar, or damage any matter, in a monument, ornament, fence, bridge, seat, tree, fountain, shrub, flower, playground equipment, fireplace, picnic table or other public property within or pertaining to any park.

SECTION 6: POLLUTION

No person shall throw, discharge or other-wise place or caused to be placed in the waters of any fountain, pond, lake, stream, bay, or other body of water in or adjacent to any park or tributary, stream, storm sewer, drain flowing into such water, any substance, matter or things liquid or solid, which will or may result in the pollution of said waters.

SECTION 7: SOURCE OF RUBBISH

No person shall bring in or dump, deposit or leave any bottles, broken glass, ashes, paper, boxes, cans, dirt, rubbish, waste, garbage, refuse, or other trash in any waste containers provided in any park in the County of Menominee for that purpose unless such bottles, broken glass, ashes, paper, boxes, cans, dirt, rubbish, waste, garbage, refuse, or trash originates from a permitted use of the parks.

SECTION 8: INFLAMMATORY LANGUAGE

No person shall make any statement to any other person, within ear shot of said person, or about another person, capable of being heard by such other person, which is derogatory, inflammatory, profane, disrespectful, or which describes a sexual activity, or which questions the lineage of such person, or which in anyway can be reasonably interpreted to raise anger of such person hearing such communication. This portion does not purport to limit the free flow of ideas or speech but does intend to prohibit such speech as may interrupt a peaceful enjoyment of Menominee County's Parks.

SECTION 9: SAFETY OF OTHERS

No person shall endanger the safety of any other person by any conduct or act or permit any assault, battery, or engage in fighting within a park regulated by this chapter. ~~No glass containers allowed in parks.~~

SECTION 10: SOUND SYSTEMS

No person shall use a sound amplification device or any other device that creates noise in excess of the sound level at which the contents of such sound disturbs or annoys a person of average hearing—is used in conjunction with a park assembly permit and is authorized by such permit. Any sound amplification device used in conflict with this permission is subject to seizure by the Park Superintendent, Park Rangers, the Menominee County Sheriff's Department, the Michigan State Police Department, the Michigan Department of Natural Resources, and or any other authorized law enforcement agency. During quiet hours, distance shall be size of campsite. Between 11 p.m. and 7:00 a.m. all sound systems will be turned off.

SECTION 11: SWIMMING

No person shall swim, bathe, or wade in any water or water ways in or adjacent to any park, except in such waters and such places that are designated therefore, and in compliance with regulations that are established and posted by the Park Superintendent and in accordance with the direction of any authorized personnel, present and sitting at the designated site.

SECTION 12: PARK HOURS

Park hours are from 7:00 a.m. to 10 p.m. daily. Anyone found in the park after 10 p.m. not camping with a permit, will be construed to be trespassing and may be prosecuted.

SECTION 12A: PARK CLOSING

Any park, section, or part of the park, may be declared closed to the public by the Park Superintendent or by any other authorized personnel in situations where health, safety and welfare of the general public could be jeopardized if the park were to remain open. As an example, an emergency closing could occur during a tornado, fire, or civil disobedience. The park cannot be closed permanently without authorization from the Parks & Recreation Committee and the Menominee County Board of Commissioners. An emergency meeting of the Committee is to be called within 72 hours of the closing. Failure to call a meeting or to gain approval from a majority of the Committee would require that the park be re-opened immediately after 72 hours.

SECTION 13: ANIMALS

Any animal brought into the Park shall be under immediate control and on a leash not to exceed 6 feet in length which would not allow animals onto another camp site. No animal shall be on the beach.

No horses or riding of horses is allowed in the park except in designated areas. The only designated areas for horses are presently located at Shakey Lakes Park.

SECTION 14: ANIMAL REMOVAL

Any animal found within any county park not in the possession or under the immediate control of the owner or the owner's agent as set forth above, or any animal creating a nuisance or disturbance, may be removed from the park by park personnel or animal control officer.

SECTION 15: SALES

It shall be unlawful for any person other than employees of Menominee County, acting on behalf of the County, to vend, to sell, peddle or offer for sale, any commodity article within the park, unless such sale is authorized by the Menominee County Parks and Recreation Committee.

SECTION 16: CONTROLLED SUBSTANCES

It shall be unlawful for any person to possess, transport, or have under their immediate control any intoxicating liquor, unless the person has attained the age of 21 years.

Transport or possess a controlled substance as defined by Section 7104 of Act No. 368 of the Public Acts of 1978, as amended, being section 333.7104 of the Michigan Compiled Laws.

SECTION 17: SIGNS

It shall be unlawful for any person to paste, glue, tack, or otherwise post or permanently affix any sign, placard, advertisement, banner, or inscription, unless otherwise pre-approved by Park Superintendent. Nor shall any person erect or cause to be erected any sign on any public lands or highways or roads adjacent to a public park, but, this section shall not apply to any properly authorized government official acting pursuant to his official duties.

SECTION 18: ALCOHOLIC BEVERAGE PERMIT

Any person or organization applying for an assembly permit and desiring to dispense alcoholic beverages for sale, (non-profit organization) must first secure a license for same from the Michigan Liquor Control Commission and secure liquor liability insurance and display evidence of such license and insurance to the Menominee County Sheriff and the Menominee County Parks & Recreation Committee prior to said assembly permit being granted. There is a minimum refundable deposit of one hundred dollars (\$100.00) required.

SECTION 19: CAMPING PERMITS

It shall be unlawful for any person, organization or corporate group to camp without a camping permit issued by the Menominee County Park System.

- A) It shall be unlawful for any person to obtain a camping permit for use of a camping party for which he is not a member.
- B) The senior member of any camping party having obtained a permit as set forth above must be at least eighteen (18) years of age.
- C) It shall be unlawful for non-campers to visit between the hours of ~~10:00~~ 11:00 p.m. - 7:00 a.m.
- D) Campers shall inform the office if they plan to leave a campsite unoccupied for more than twenty-four (24) hours.

SECTION 19A: CAMPING PERMIT VIOLATION

Any violation of any section of the above ordinance may result in revocation of any County Park camping permit or eviction from the park or both.

SECTION 20: CAMPING

Campsites are allocated 50% for short-term use (less than 14 days) and 50% for long-term use (over 14 days). Site designation to be determined by Parks Superintendent or his designee.

SECTION 20A: CAMPSITE CLEANUP

Minimum clean-up charge of \$50.00 to the registered camper for Park Personnel having to clean up a campsite.

SECTION 21: QUIET HOURS

Quiet hours shall prevail in the campground between 11:00 p.m. and 7:00 a.m.

SECTION 22: DIGGING

It shall be unlawful for any person, individual, organization or corporate group to do any trenching or digging on the campsite or the surrounding area.

SECTION 23: MOTOR VEHICLES, PURPOSES

The use of a registered motor vehicle in any County Park shall be for the purpose of establishing a camp and for transportation in and out of the campground. "CRUISING" or "JOY RIDING" within any County Park is strictly prohibited.

SECTION 24: MOTOR VEHICLES, OPERATION

A) It shall be unlawful for any individual to operate or park a motor vehicle within a park except on roads or designated parking areas. It is also illegal for a vehicle to be in the park after 10:00 p.m. without an annual permit issued by the park office. If a vehicle is found without an annual permit it shall be deemed illegally parked and subject to a parking violation fee of \$10 per day. When a motor vehicle is found parked in the park area, the registration plate displayed on the vehicle shall constitute prima facie evidence that the owner of the vehicle was the person who parked it on the location where it was found. B) Motor vehicles cannot be operated on a park road or parking lot at a speed in excess of ten (10) miles per hour or as posted or in an unsafe manner or by disobeying traffic signals or signs.

SECTION 25: OFF ROAD VEHICLES

It shall be unlawful to operate an off-the-road motor driven vehicle such as a minibike, motorcycle, snowmobile, ATV or any motorized device except on designated roads, trails, or areas posted for such use without proper prior written authorization from the Park Superintendent or Park Rangers.

SECTION 26: MASS GATHERINGS

Campsites are provided for reasonably quiet outdoor recreational experiences. Mass gatherings are only permitted pursuant to a permit for such purpose obtained in the manner set forth in the "Menominee County Mass Gathering Ordinance" as adopted by the Menominee County Board of Commissioners on June 3, 1977.

SECTION 27: FIREWORKS

No fireworks will be allowed in the park. Any discharge or lighting of any type of firework in the park will be subject to a charge of \$50 per incident

SECTION 28: FIREARMS AND HUNTING

It shall be unlawful for any person to hunt within park boundaries. It shall also be unlawful for any person to carry or possess within the boundaries of a County Park any firearm unless unloaded in both barrel and magazine. This provision does not apply to a target range officially established, supervised, and sanctioned by the Menominee County Parks & Recreation Committee.

SECTION 29: OTHER WEAPONS

It shall be unlawful for any person to carry or possess within the boundaries of any County Park items such as: air gun, gas gun, spring loaded gun, or sling-shot.

SECTION 30: BOW AND ARROW

It shall be unlawful for any person to shoot with a bow and arrow within or onto the boundaries of any County Park unless said shooting is done on a designated archery range.

SECTION 31: TRAPPING

It shall be unlawful for any person to trap or use traps within the boundaries of any County Park unless permission is sanctioned by the Menominee County Parks & Recreation Committee.

SECTION 31-32: PAVILION RENTAL

Rental of Park Pavilion is available for \$50.00.

SECTION 32-33: STORAGE

Off-site storage of boats and/or trailers is available at Shakey Lakes Parks from May through September (except Fair Days) at a cost of \$1.00/day or \$25.00/month.

SECTION 33-34: GENERATORS

It shall be unlawful for any person to operate any type of generator on any campsite within any Menominee County Park unless permission is sanctioned by the Park Superintendent, the Menominee County Parks & Recreation Committee, or designee.

SECTION 33-35: PENALTIES

Any violation of any section of this ordinance shall be deemed a civil infraction, and any person upon conviction thereof, shall be punished by a fine of not more than one hundred dollars (\$100.00) and cost of prosecution.

SECTION 34 36: SEVERABILITY

If any portion of this regulation or the application thereof to any person or circumstances shall be found to be invalid by a court, such invalidity shall not affect the remaining portion or applications of this regulation which can be given effect without the invalid portion or application, provided such remaining portions are not determined by the Court to be inoperable, and to this end this regulation is declared to be severable.

SECTION 35-37: ADOPTION

It is hereby ordained by the People of Menominee County, represented by the County Board of Commissioners, that the foregoing regulations affecting the public health, safety, and welfare of the County of Menominee are hereby adopted.

SECTION 36-38: EFFECTIVE DATE

This ordinance shall take effect sixty days subsequent to proposal by the Menominee County Parks & Recreation Committee and adoption by the Menominee County Board of Commissioners. All ordinances or part of ordinances inconsistent herewith are hereby repealed.

ADOPTED: April 10, 1984
REVISED: July 11, 1989
REVISED: April 30, 1991
REVISED: November 23, 1992
REVISED: February 27, 1995
REVISED: February 26, 1995
REVISED: February 26, 1996
REVISED: June 23, 1997
REVISED: May 25, 2010
REVISED: March 22, 2011
REVISED: December 26, 2012

MENOMINEE COUNTY BOARD OF COMMISSIONERS AGENDA ITEM

SUBJECT:	Menominee County Parks Seasonal Leases Campsite, Policies and Procedures
DEPARTMENT:	Parks
ATTACHMENTS:	Yes
SUMMARY:	
<p>The Parks Committee met to amend the Policies and procedures for the leased Campsites. They request the County board to approve the amendments as submitted.</p>	
RECOMMENDED MOTION	
<p>To approve the Menominee County Parks Seasonal Lease Campsites Policies and Procedures, as submitted.</p>	

Submitted by: **Brian Bousley**

 12/21/2012
Date

WORKSHOP ACTION

	Forwarded to County Board for Approval as Recommended
	Reviewed with no motion to carry forward
	Continue after additional review/research is obtained
	Recommended with the following change(s):

COUNTY BOARD ACTION

DATE:

	Approved
	Disapproved
	Approved with the following change(s):

Menominee County Parks Seasonal Lease Campsites
Policies and Procedures

1. Each leased campsite shall have the occupant (lessee) sign and abide by the Seasonal Campsite Lease Agreement with Menominee County.
2. Lease sites of only five (5) months and six (6) months will be offered at Shakey Lakes Park.
3. Lease sites for Shakey Lakes Park will commence on the first of the month and terminate at the end of the month. Five month lease sites will begin on May 1st and end on September 30th. Six month lease sites will begin on May 1st and end on October 31st. Exceptions maybe noted on the lease with the approval of the Menominee County Administrator.
4. Lease sites of one (1), two (2), three (3), four (4), and five (5) and six (6) months will be offered at Kleinke Park.
5. Lease sites for Kleinke Park will commence on the first (1st) of the month or the fifteenth (15th) of the month starting in May.
6. Lessee staying longer than their Lease Agreement will be required to pay the daily camping rate for each additional day.
7. If a lessee requests to move to a different site, the requested site has to be an unoccupied non-water site.
8. If multiple lessees request the same unoccupied non-water site, the length of documented years of requesting the site shall be the determining factor. If multiple lessees have requested the same site for the same amount of the years, the multiple lessees will be placed in a lottery and the chairman of the Parks and Recreation Committee or the County Administrator will draw the name of the lessees who will be awarded the new site.
9. Water sites at Shakey Lakes will consist of 50% availability for lease sites and 50% for daily use sites. Currently, there are more than 50% leased water sites. The current lessees will be allowed to maintain their current sites but if a water site is forfeited by a lessee that site will not be available for lease until the available leased water sites are below 50%.
10. Water sites at Kleinke Park will consist of 50% availability for lease sites of five (5), six (6), four (4), three (3), two (2), and 1 month sites and 50% for daily use campers. Currently, there are more than 50% leased water sites. The current lessees will be allowed to maintain their current sites but if a water site is forfeited by a lessee the site will not be available for lease until the available water sites are below 50%.
11. Termination of Lease Agreement: Lessor reserves the right to terminate this lease at any time for any reason. If Lessor terminates lease during the term of agreement, LESSOR will refund on a pro-rata basis. Termination may be enforced immediately by Park Superintendent (County Administrator). As outlined in the Lease Agreement.
12. "End of Term": Lessor reserves the right to reject a renewal for the succeeding year, thus terminating future lease agreements. As outlined in the Lease Agreement.
13. Non Renewal of existing leases. Menominee County expressly reserves the rights to not renew existing leases under, but are not limited to, the following conditions:
 - a) If lessee was evicted from any Menominee County Park.
 - b) If lessee breaks the lease during the prior camping season.
 - c) If lessee jeopardizes the safety of others within any Menominee County Park.
 - d) If lessee disrupts the harmony of any Menominee County Park.

MENOMINEE COUNTY BOARD OF COMMISSIONERS AGENDA ITEM

SUBJECT:	Remonumentation Surveyor pay rate increase
DEPARTMENT:	Administration
ATTACHMENTS:	Yes
SUMMARY:	
<p>The Remonumentation Surveyor, Bill Lenca, has submitted a request to increase his rate of pay from \$70.00/hr. for a two man crew, to \$80.00/hr. for a two man crew.</p>	
RECOMMENDED MOTION	
<p>To approve the Remonumentation Surveyor pay rate to \$80.00 per hour for a two man field crew.</p>	

Submitted by: **Brian Bousley**

 12/21/2012
Date

WORKSHOP ACTION

	Forwarded to County Board for Approval as Recommended
	Reviewed with no motion to carry forward
	Continue after additional review/research is obtained
	Recommended with the following change(s):

COUNTY BOARD ACTION

DATE:

	Approved
	Disapproved
	Approved with the following change(s):

LENCA SURVEYING

WILLIAM LENCA · PROFESSIONAL LAND SURVEYOR
MICHIGAN PS No. 26461 · WISCONSIN RLS No. 1569

November 26, 2012

Brian Bousley
Menominee County Administrator
Menominee County Court House
839 10th Avenue
Menominee, MI 49858

RE: Remonumentation fees

Dear Brian,

Due to economic conditions, obsolescence of equipment and survey software used for the County Remonumentation Project, we find it necessary to increase our hourly fees. We have been charging a rate of \$70 per hour for a 2 man field crew for several years, while our normal hourly rate over those years has been between \$80 and \$85 per hour and will be increasing to \$90 per hour after January 1st. In reviewing the cost per corner throughout the State of Michigan, Menominee County is among the lowest. For these reasons, we are requesting an increase to \$80 per hour, which will put us \$10 per hour below our normal rate.

If you have any questions, please feel free to give me a call.

Sincerely,



William Lenca, P.S.

LENCA SURVEYING

MENOMINEE COUNTY BOARD OF COMMISSIONERS AGENDA ITEM

SUBJECT:	Resolution 2012-13 ~ Honoring Menominee County 4-H Youth Agent
DEPARTMENT:	MSU/Administration
ATTACHMENTS:	Yes
SUMMARY:	
<p>Sheryl Schrot, Menominee County 4-H Youth Agent, retired after 22 years of service. The County Board is requested to recognize her for her years of loyal and faithful service.</p>	
RECOMMENDED MOTION	
<p>To approve Resolution 2012-13 ~ Honoring Menominee County 4-H Youth Agent, Sheryl Schrot.</p>	

Submitted by: **Brian Bousley**

 12/21/2012
Date

WORKSHOP ACTION

	Forwarded to County Board for Approval as Recommended
	Reviewed with no motion to carry forward
	Continue after additional review/research is obtained
	Recommended with the following change(s):

COUNTY BOARD ACTION

DATE:

	Approved
	Disapproved
	Approved with the following change(s):

"Menominee – Where the best of Michigan Begins"

MENOMINEE COUNTY BOARD OF COMMISSIONERS

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

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

RESOLUTION 2012-13

HONORING MENOMINEE COUNTY 4-H YOUTH AGENT SHERYL SCHROT

Whereas, Ms. Sheryl Schrot served as the Menominee County 4-H Youth Agent from November 1989 to April 2012; Sheryl has faithfully and efficiently performed her duties as the 4-H Youth Agent for Menominee County; and

Whereas, Sheryl displayed dedication, initiative and exemplary hard work in her role as leader within the 4-H program; and

Whereas, Sheryl has helped create the Outdoor Adventure Challenge program, the formation of the Proud Equestrian Program, the Therapeutic Horseback Riding Program for children with disabilities, the 4-H gardens at Stephenson Elementary School, 4-H leader of the Looking Good 4-H Club, the annual 4-H Super Saturday to give all county children an introduction to 4-H; and

Whereas, Sheryl has been involved in a partnership with the Department of Human Services to provide an overnight summer camp for youth at risk; numerous day camps including Quilting Camp and Photography Camp and has coordinated the Michigan 4-H/Japanese Exchange Program, the Michigan 4-H/Mexico 4-C Exchange and the Wonders of Washington Exchange for Michigan; and

Whereas, Sheryl has taught the Conservation Education Program to all county 5th graders for 22 years, taught many workshops at U.P. Leadermete and Kettunen Center; and

Whereas, Sheryl has received several distinguished awards including Conservation Teacher of the Year from the Menominee Conservation District, International Award from the Michigan 4-H International Committee, Michigan Distinguished Service award from the Michigan Association of Extension 4-H Staff, the National Distinguished Service Award from the National Association of Extension 4-H Youth Agents.

Therefore, the Menominee County Board of Commissioners hereby recognizes Sheryl Schrot for her over 22 years of loyal and faithful service to the Menominee County 4-H Program; and

Therefore, Be It Resolved That, in honor of her 22 plus years of dedicated service, this Resolution be presented to Sheryl Schrot.

James Furlong
Menominee County Board Chair

Marc Kleiman
Menominee County Clerk

Date

Date

James Furlong – Chairperson

Charlie Meintz – Vice Chairperson

Jim Pearson

Bernie Lang

Mark Jasper

**MENOMINEE COUNTY BOARD OF COMMISSIONERS
AGENDA ITEM**

SUBJECT:	Commissioner Per Diems and Expenses
DEPARTMENT:	Administration
ATTACHMENTS:	Yes
SUMMARY:	
Board to review Commissioner per diems and expenses as recently submitted for payment	
RECOMMENDED MOTION	
To approve Commissioner per diems and expenses as paid.	

Submitted by: **Brian Bousley**

 12/21/2012
Date

WORKSHOP ACTION

<input type="checkbox"/>	Forwarded to County Board for Approval as Recommended
<input type="checkbox"/>	Reviewed with no motion to carry forward
<input type="checkbox"/>	Continue after additional review/research is obtained
<input type="checkbox"/>	Recommended with the following change(s):

COUNTY BOARD ACTION

DATE:

<input type="checkbox"/>	Approved
<input type="checkbox"/>	Disapproved
<input type="checkbox"/>	Approved with the following change(s):

REC
12/4/12
BRS

MENOMINEE COUNTY
BOARD OF COMMISSIONERS
REIMBURSEMENT VOUCHER

Mileage: \$.555/mile ~ effective 01 January 2012

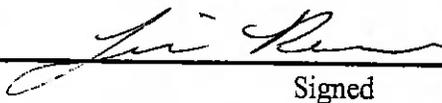
*Meals Breakfast ~ up to \$7.50
 Lunch ~ up to \$10.00
 Dinner ~ up to \$17.50

*must attach receipt for reimbursement

Name: Jim Pearson ~ District 3

Date	Meeting Place	# of miles	X .555/mile	Total Cost	Account Number
11/7/12	Airport	28			101-101-860.03
11/12/12	Airport	28			101-101-860.03
11/13/12	Courthouse	30			101-101-860.03
11/27/12	Airport	28			101-101-860.03
11/27/12	Courthouse	30			101-101-860.03
					101-101-860.03
					101-101-860.03
4			Total Mileage	144	
Total Mileage Fee					79.92

It is hereby certified that the above account is true and correct and that no part of the same has been paid.



Signed

12/3/12

Date

Rec
11/27/12
FRD

MENOMINEE COUNTY
BOARD OF COMMISSIONERS
REIMBURSEMENT VOUCHER

Mileage: \$.555/mile ~ effective 01 January 2012

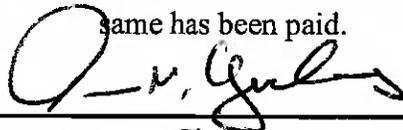
*Meals Breakfast ~ up to \$7.50
Lunch ~ up to \$10.00
Dinner ~ up to \$17.50

*must attach receipt for reimbursement

Name: James Furlong ~ District 2

Date	Meeting Place	# of miles	X .555/mile	Total Cost	Account Number
11-20-12	STEPHENSON	40		22.20	101-101-860.02
					101-101-860.02
					101-101-860.02
					101-101-860.02
					101-101-860.02
					101-101-860.02
					101-101-860.02
			Total Mileage	40	
				Total Mileage Fee	22.20

It is hereby certified that the above account is true and correct and that no part of the same has been paid.



Signed

11-27-12

Date

Rec
11/29/12
BRB

**MENOMINEE COUNTY
BOARD OF COMMISSIONERS
REIMBURSEMENT VOUCHER**

Mileage: \$.555/mile ~ effective 01 January 2012

*Meals
Breakfast ~ up to \$7.50
Lunch ~ up to \$10.00
Dinner ~ up to \$17.50

*must attach receipt for reimbursement

Name: Bernie Lang ~ District 1

Date	Meeting Place	# of miles	X .555/mile	Total Cost	Account Number
11-1	MI. WKS!	118			
11-8	CNA	114			101-101-860.01
11-13	CO. BD	3			101-101-860.01
11-26	MI. WKS!	190			101-101-860.01
11-26	M.H.				101-101-860.01
11-27	SOC. SERV	4			101-101-860.01
11-27	CO. BD	2			101-101-860.01
		432	X .555 →	196.56	101-101-860.01
10-24	AD HOC	84	X .555 →	46.62	
Total Mileage Fee					243.18

It is hereby certified that the above account is true and correct and that no part of the same has been paid.

B. Lang
Signed

11-27-12

Date

General Fund Expenditures

101-101 Board of Commissioners
101-103 Other Legislative
101-131 Circuit/Family Court
101-132 Family Court
101-136 District Court
101-141 Friend of Court
101-148 Probate Court
101-150 Jury Commission
101-172 County Administrator
101-192 Board of Canvassers
101-211 Legal
101-215 County Clerk
101-253 County Treasurer
101-257 Equalization
101-261 MSU Extension
101-262 Elections
101-265 Courthouse Grounds
101-267 Prosecuting Attorney
101-268 Register of Deeds
101-275 Drain Commissioner
101-301 Sheriff Department
101-331 Marine Law
101-332 Snowmobile Law
101-334 Off-Road Recreational Vehicle
101-335 ATV Education
101-401 Planning Commission
101-402 Brownfield Authority
101-426 Emergency Management
101-526 Waste Management
101-601 Health & Welfare
101-648 Medical Examiner
101-681 Vets Burial & Relief
101-682 Veterans Affairs
101-728 Economic Development
101-997 Appropriations
101-999 Operating Transfers

Special Revenue Funds

205 Road Patrol
208 County Parks
215 Friend of Court
220 Park Improvements
243 Remonumentation
249 Building Code
256 ROD - Automation Fund
264 Local Corrections Officers Training
265 Drug Law Enforcement Forfeiture
266 E911
269 Law Library
271 County Library
272 CDBG - Wells Fargo Grant
274 CDBG - County
277 LEPC
280 Inmate Canteen fund
281 K-9
282 Justice Training
284 Revenue Sharing
285 Senior Citizens
292 Child Care
294 Veterans' Trust
296 Special Child Care Funds

516 DTRF-Delinquent Tax Revolving Fund
517 DTRF-PA 123 Foreclosure

MENOMINEE COUNTY BOARD OF COMMISSIONERS AGENDA ITEM

SUBJECT:	Miscellaneous Bills
DEPARTMENT:	Administration
ATTACHMENTS:	Yes
SUMMARY:	
Board to review recently submitted Miscellaneous Bills as paid on December 6, 2012 in the amount of \$138,666.71.	
RECOMMENDED MOTION	
To approve Miscellaneous Bills as paid on December 6, 2012 in the amount of \$138,666.71.	

Submitted by: **Brian Bousley**

 12/21/2012
Date

WORKSHOP ACTION

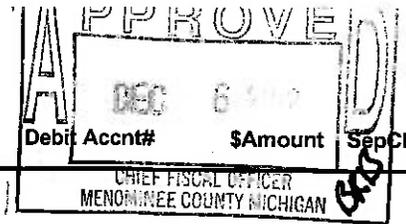
	Forwarded to County Board for Approval as Recommended
	Reviewed with no motion to carry forward
	Continue after additional review/research is obtained
	Recommended with the following change(s):

COUNTY BOARD ACTION

DATE:

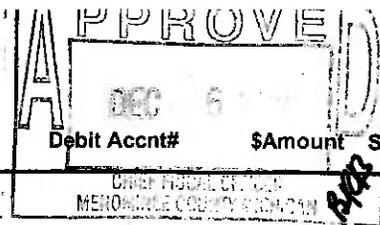
	Approved
	Disapproved
	Approved with the following change(s):

**MENOMINEE COUNTY
Claims Audit Report**



Vendor Name	Vcher#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	Sep Ck	Claim Total
Bank Account: General								
ALGER-DELTA COOPERATIVE ASSOCI								\$583.44
	27662	11/30/2012	380300	Shower Building	208-751-920.01	50.56		
	27663	11/30/2012	383001	Shakey Lakes Pk/Horse Ara	208-751-920.01	35.57		
	27664	11/30/2012	383200	N8380 Co Park Rd 20.5	208-751-920.01	27.48		
	27665	11/30/2012	383301	Shakey Lakes Pk/Cattle Ara	208-751-920.01	27.48		
	27666	11/30/2012	1503500	N8380 Co Pk Rd 20.5	208-751-920.01	60.29		
	27667	11/30/2012	1614900	Bath House	208-751-920.01	43.50		
	27668	11/30/2012	367100	N8390 Beach House	208-751-920.01	27.48		
	27669	11/30/2012	367200	Northwest Campsites	208-751-920.01	80.40		
	27670	11/30/2012	369802	W8449 Cc Rd G12 Campsites	208-751-920.01	34.54		
	27671	11/30/2012	370500	Shakey Lakes Office/Shop	208-751-920.01	140.58		
	27672	11/30/2012	379700	Storage Shed	208-751-920.01	55.56		
ANDERSON AUTO & RV SALES INC								\$750.00
	27698	11/21/2012	1213	Vehicle Maintenance	205-315-934.02	613.00		
	27699	11/26/2012	1216	Vehicle Maintenance	205-315-934.02	137.00		
Anderson-Diehm Funeral Home								\$425.00
	27674	11/26/2012	Jessica Denzer	Removal from Home & Transport Charç	101-648-861.00	425.00		
AT&T - Carol Stream, IL								\$612.56
	27647	11/19/2012	906863202311	November 19 - December 18, 2012	101-103-850.00	388.69		
	27659	11/19/2012	906863661411	November 19 - December 18, 2012	266-325-850.00	223.87		
AT&T Long Distance								\$212.53
	27673	11/19/2012	854528091	Long Distance Telephone Services	101-103-850.00	212.53		
Bay College								\$60.00
	27596	12/3/2012	5000	Drug Awareness Conference (x3)	296-665-860.00	20.00		
	27596	12/3/2012	5000	Drug Awareness Conference (x3)	296-664-860.00	20.00		
	27596	12/3/2012	5000	Drug Awareness Conference (x3)	296-663-860.00	20.00		
Bob Barker Company, Inc.								\$336.51
	27688	11/20/2012	WEB000176359	Inmate Supplies	101-301-770.00	109.72		
	27689	11/16/2012	WEB000245897	Inmate Supplies	101-301-770.00	115.51		
	27690	11/16/2012	WEB000245896	Inmate Supplies	101-301-770.00	111.28		
BRANYAN WESLEY C								\$333.30
	27625	12/5/2012	Per Diem	Canvassing General Election	101-192-705.00	300.00		
	27626	12/5/2012	Reimbursement	Mileage - Canvassing General Election	101-192-860.00	33.30		
Brian Bousley								\$159.72
	27618	12/5/2012	Reimbursement	Mileage	101-172-860.00	159.72		
Brunelle, Jennifer								\$108.78
	27594	12/3/2012	Reimbursement	Mileage - November 2012	296-664-860.00	108.78		
Carron, Dana B.								\$1,497.90
	27564	11/27/2012	11-3413-FH-C	Court Appointed Legal - Dupont	101-131-807.00	1,497.90		
CITY OF MENOMINEE - 2511 10TH ST.								\$17,466.07
	27598	11/13/2012	City of Menominee	Three Way Road Program	401-446-970.00	13,119.88		
	27696	11/27/2012	3333	Gasoline Sales - October 2012	205-315-742.00	4,346.19	x	
City of Stephenson - P.O. Box 467								\$220.33
	27565	11/21/2012	709	Annex - (October 22 - November 21, 20	101-261-920.01	17.00		
	27565	11/21/2012	709	Annex - (October 22 - November 21, 20	101-261-920.02	30.00		
	27565	11/21/2012	709	Annex - (October 22 - November 21, 20	101-261-920.03	173.33		

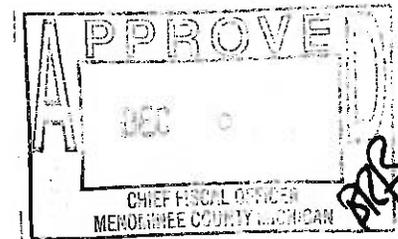
MENOMINEE COUNTY
Claims Audit Report



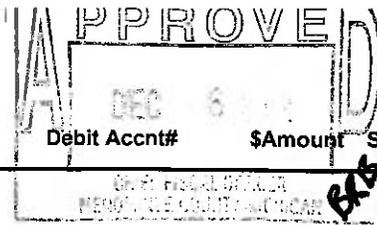
Vendor Name	Vcher#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General								
CLOVERLAND PAPER CO								
	27629	11/26/2012	100429	Bleach & Toilet Tissue	101-265-755.01	71.81		\$848.19
	27634	11/30/2012	100107	ice Melt	101-265-930.00	176.25		
	27635	11/30/2012	100481	Tissue & Toilet Tissue	101-265-755.01	96.92		
	27686	11/2/2012	100276	Liners, Bleach, Degreaser, Drain Clean	101-301-770.00	274.28		
	27687	11/30/2012	100482	gloves, Lysol, Liners, Cleanser, Mop Ha	101-301-770.00	228.93		
Cooper Office Equipment								
	27603	11/26/2012	94101	Contract # 1410-01 (11/20/12 to 2/19/13)	101-267-931.00	190.00		\$1,886.66
	27609	11/14/2012	93899	Contract # 1411-01 (11/20/12 - 2/19/13)	101-261-942.00	534.00		
	27612	11/26/2012	94103	Contact # 1849-01 (11/20/12 - 2/19/13)	101-172-931.01	239.94		
	27613	11/26/2012	94102	Contact # 1413-01 (11/20/12 - 2/19/13)	101-136-931.00	239.94		
	27614	11/26/2012	94100	Contact # 1407-01 (11/23/12 - 2/22/13)	101-253-931.00	140.00		
	27615	11/26/2012	94099	Contract # 1406-01 (11/20/12 - 2/19/13)	101-172-931.01	207.78		
	27681	11/14/2012	93898	Contract # 1408-01 (11/20/12 - 2/19/13)	101-301-727.00	135.00		
DEKETO, LLC								
	27654	12/3/2012	DK 11-12	November 2012 Documents (x545)	256-277-857.00	1,146.60		\$1,367.60
	27678	9/10/2012	90	Labels & Ribbon for Datamax Printer	101-268-729.00	221.00		
Dennis-Ruleau, Dawn								
	27593	12/3/2012	4997	Crisis Intervention - November 2012	296-668-801.00	655.00		\$655.00
Dreamscape Communications								
	27601	11/20/2012	w2913	Wireless Internet (Annex)	101-261-850.00	69.99		\$69.99
DTE Energy								
	27568	11/21/2012	462245200011	Annex	101-261-920.04	95.16		\$95.16
EAGLEHERALD PUBLISHING, LLC								
	27616	10/31/2012	1445	PO# 02735 - Advertising October 2012	101-172-900.00	111.30		\$1,563.68
	27616	10/31/2012	1445	PO# 02735 - Advertising October 2012	101-262-727.00	1,146.30		
	27636	11/30/2012	1445	Election Notice	101-262-727.00	306.08		
Eichhorn, Jayne Marie								
	27627	12/5/2012	Per Diem	Canvassing General Election (x5)	101-192-705.00	300.00		\$569.73
	27628	12/5/2012	Reimbursement	Mileage - Canvassing General Election	101-192-860.00	269.73		
Employee Benefits Agency, Inc.								
	27641	12/1/2012	3170	ABS Monthly Administration Fee (Dec 2	101-103-712.02	240.00		\$240.00
ERICKSON WAYNE								
	27661	11/14/2012	11142012-0001	People v Stormy Dean Collins	101-131-807.00	322.00		\$322.00
Forms Trac Enterprises, Inc.								
	27557	11/17/2012	60173	14 Day Notice Traffic	101-136-727.00	181.72		\$363.57
	27558	11/17/2012	60174	Default Judgment Civil	101-136-727.00	181.85		
Friends Ofc Prod Whse Direct								
	27650	11/30/2012	017603I	FOC Office Supplies	101-141-727.00	166.42		\$196.99
	27651	12/3/2012	017609I	Equalization: Office Supplies	101-257-727.00	30.57		
Furlong, James								
	27606	11/27/2012	Reimbursement	Mileage - November 2012	101-101-860.02	22.20		\$22.20
Hafeman, William								
	27621	12/5/2012	Per Diem	Canvassing General Election	101-192-705.00	200.00		\$373.16
	27622	12/5/2012	Reimbursement	Mileage - Canvassing General Election	101-192-860.00	173.16		
Hi Tec Building Services								
	27639	11/30/2012	004306	November 2012	101-265-801.00	1,495.00		\$1,495.00

**MENOMINEE COUNTY
Claims Audit Report**

Vendor Name Vcher#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General							
INSTITUTE OF CONTINUING LEGAL 27538	11/30/2012	672998	MI Criminal Jury Instructions	101-267-802.00	92.50		\$92.50
Integrated Imaging, Inc. 27657	11/6/2012	59085	PO# 02732 - Service Contract	256-277-857.00	785.00		\$785.00
Ivens, Ruby E. 27610	12/3/2012	Reimbursement	Mileage - Parks Committee (Nov 2012)	208-751-860.00	53.28		\$53.28
J S ELECTRONICS, INC. 27640	12/1/2012	17462	Numeric Paging	101-267-850.00	27.00		\$117.00
27695	12/1/2012	17460	Acct: 10073 - Voice Paging	101-301-934.01	90.00		
Jasper, Mark 27604	11/28/2012	Reimbursement	Mileage - November 2012	101-101-860.05	93.24		\$93.24
Joel Hensley, RN 27600	12/3/2012	Nursing Services	December 1 - Decmeber 15, 2012	101-301-770.01	1,365.00		\$1,365.00
Kakuk, Tammany 27597	12/4/2012	5001	Foster Care (A.M.L.)	292-662-843.02	353.36		\$353.36
Kleiman, Marc 27632	12/3/2012	Reimbursement	Mileage - Special Election	101-262-860.00	37.19		\$37.19
Lang, Bernard 27607	11/27/2012	Reimbursement	Mileage - November 2012	101-101-860.01	243.18		\$243.18
Lufts Advertiser 27589	11/26/2012	November 2012	Special Election Notice	101-262-727.00	45.00		\$45.00

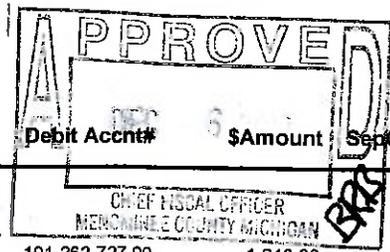


MENOMINEE COUNTY
Claims Audit Report



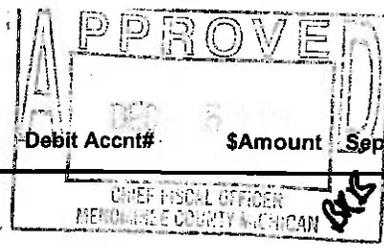
Vendor Name	Vcher#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General								
Mastercard								
	27555	11/11/2012	Credit Card	Robins Nest	205-315-860.00	10.29	x	\$4,824.15
	27555	11/11/2012	Credit Card	Cancun Mexican Grill	205-315-860.00	12.18	x	
	27555	11/11/2012	Credit Card	H & H Auto	205-315-860.00	44.00	x	
	27555	11/11/2012	Credit Card	Red Robin	205-315-860.00	12.17	x	
	27555	11/11/2012	Credit Card	Robins Nest	205-315-860.00	8.17	x	
	27555	11/11/2012	Credit Card	PF Changs	205-315-860.00	21.09	x	
	27555	11/11/2012	Credit Card	Holiday Inn of Marquette	205-315-860.00	159.00	x	
	27555	11/11/2012	Credit Card	Buffalo Wild Wings	205-315-860.00	21.71	x	
	27555	11/11/2012	Credit Card	Denny's	205-315-860.00	6.88	x	
	27555	11/11/2012	Credit Card	Marathon	101-301-860.00	49.01	x	
	27555	11/11/2012	Credit Card	Speedway	205-315-860.00	33.84	x	
	27555	11/11/2012	Credit Card	Bonanza	101-301-860.00	14.82	x	
	27555	11/11/2012	Credit Card	Buffalo Wild Wings	205-315-860.00	17.26	x	
	27555	11/11/2012	Credit Card	Robins Nest	205-315-860.00	10.29	x	
	27555	11/11/2012	Credit Card	Marathon	205-315-860.00	49.73	x	
	27555	11/11/2012	Credit Card	Freedom 29	101-301-860.00	37.25	x	
	27555	11/11/2012	Credit Card	Ramada Lansing Hotel	205-315-860.00	823.20	x	
	27555	11/11/2012	Credit Card	Uniforms & Accessories	101-265-981.00	439.97	x	
	27555	11/11/2012	Credit Card	Ramada Inn of Marquette	101-301-860.00	28.63	x	
	27555	11/11/2012	Credit Card	Drifters Restaurant	101-301-860.00	33.24	x	
	27555	11/11/2012	Credit Card	Burger King	205-315-860.00	7.73	x	
	27555	11/11/2012	Credit Card	Ramada Inn of Marquette	101-301-860.00	159.00	x	
	27555	11/11/2012	Credit Card	Ramada Inn of Marquette	101-301-860.00	159.00	x	
	27555	11/11/2012	Credit Card	Ramada inn of Marquette	101-301-860.00	159.00	x	
	27555	11/11/2012	Credit Card	Shell Oil	101-301-860.00	52.16	x	
	27555	11/11/2012	Credit Card	MCODSA	101-301-935.00	450.00	x	
	27555	11/11/2012	Credit Card	Border Grill Marquette	101-301-860.00	9.65	x	
	27555	11/11/2012	Credit Card	Aubree's Pizza	101-301-860.00	11.11	x	
	27555	11/11/2012	Credit Card	Aubree's Pizza	101-301-860.00	11.11	x	
	27555	11/11/2012	Credit Card	Casa Calabria	101-301-860.00	19.81	x	
	27555	11/11/2012	Credit Card	Walmart	101-301-970.00	829.23	x	
	27555	11/11/2012	Credit Card	Ramada Inn of Marquette	101-301-860.00	159.00	x	
	27555	11/11/2012	Credit Card	Intelius.com	101-301-727.00	19.95	x	
	27555	11/11/2012	Credit Card	Crystal Mtn Lodging	101-301-935.00	104.13	x	
	27555	11/11/2012	Credit Card	State of MI Cashier	205-315-755.00	13.26	x	
	27555	11/11/2012	Credit Card	Shell Oil	101-301-860.00	41.80	x	
	27555	11/11/2012	Credit Card	Villa Capri Marquette	205-315-860.00	28.27	x	
	27555	11/11/2012	Credit Card	TOGO's Inc	205-315-881.00	9.22	x	
	27555	11/11/2012	Credit Card	Villa Capri Marquette	205-315-881.00	24.35	x	
	27555	11/11/2012	Credit Card	Crystal Mtn Lodging	101-301-935.00	194.02	x	
	27555	11/11/2012	Credit Card	Crystal Mtn Lodging	101-301-935.00	208.26	x	
	27555	11/11/2012	Credit Card	Oasis Fuels Inc.	205-315-860.00	29.96	x	
	27555	11/11/2012	Credit Card	Papa Murphy's	205-315-860.00	20.98	x	
	27555	11/11/2012	Credit Card	TOGO's Inc	205-315-860.00	8.43	x	
	27555	11/11/2012	Credit Card	Holiday Inn of Marquette	205-315-860.00	159.00	x	
	27555	11/11/2012	Credit Card	Brothers Three	101-301-755.00	37.03	x	
	27555	11/11/2012	Credit Card	Finance Charge	101-301-755.00	53.24	x	
	27555	11/11/2012	Credit Card	Past Due Amount	101-301-755.00	12.72	x	
Maximus, Inc.								
	27587	12/5/2011	101338.01.03-004	PA's DHS Billing (July - Sept 2011)	101-267-801.00	700.00		\$700.00
MENOMINEE ANIMAL SHELTER								
	27644	11/23/2012	1210	October 2012 Impounding	101-601-958.00	357.15		\$357.15

**MENOMINEE COUNTY
Claims Audit Report**



Vendor Name	Vcher#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	DepCk	Claim Total
Bank Account: General								
MENOMINEE COUNTY JOURNAL								
	27655	11/1/2012	127	PO# 02734 General Election Notice	101-262-727.00	1,248.00		\$1,248.00
MENOMINEE COUNTY ROAD COMMISSI								
	27599	11/27/2012	Harris Township	Three Way Road Program	401-446-970.00	51,403.01		\$51,403.01
MICHIGAN ELECTION RESOURCES								
	27656	11/27/2012	30859	Ballots, Tally Sheet, Statement Sheet	101-262-727.00	175.00		\$1,676.12
	27658	11/6/2012	30820	PO# 02733 Election Supplies for Gener	101-262-727.00	1,501.12		
Michigan Sheriffs' Association								
	27685	11/15/2012	20121430	2013 Mi Sheriffs Association Dues	101-301-755.00	625.00		\$625.00
MILLERS ACTION OFFICE SUPPLY I								
	27566	11/29/2012	089982	Toner	101-215-727.00	157.99		\$388.32
	27567	11/28/2012	0899371	Clerk's Office - Office Supplies	101-215-727.00	70.08		
	27592	12/5/2012	090147	Ink Cartridge (Emergency Services)	101-426-727.00	38.28		
	27652	11/26/2012	089859	Treasurer's Office - Calendar & Stamp	101-253-727.00	42.98		
	27653	11/19/2012	089777	Dater Stamp	101-253-727.00	78.99		
NERATS PLUMBING AND HEATING IN								
	27602	11/29/2012	18761	PO# 02736 - Water Heater (Harold Bief	294-683-835.00	691.70		\$2,341.70
	27675	12/4/2012	Seglund	Plumbing Upgrade	274-690-809.63	1,650.00		
NKS Tire & Service, Inc.								
	27701	12/5/2012	91111	2011 Chevy Impala	205-315-934.02	520.91		\$520.91
Northern Star Pathology, PC								
	27581	11/19/2012	Autopsy	Jessica Denzer	101-648-836.00	1,450.00		\$1,450.00
PAIDL'S TRUE VALUE HARDWARE								
	27617	11/20/2012	150007	Mousetrap	101-265-755.00	2.98		\$23.97
	27619	11/5/2012	A47799	Hydrant	208-751-755.02	38.49		
	27620	11/5/2012	B51572	Credit Memo	208-751-755.02	-17.50		
Pan-O-Gold Baking Co.								
	27691	11/20/2012	00040683232504	Inmate Groceries	101-301-770.00	72.10		\$129.57
	27692	11/13/2012	00040683231801	Inmate Groceries	101-301-770.00	57.47		
Pearson, Jim								
	27605	12/3/2012	Reimbursement	Mileage - November 2012	101-101-860.03	79.92		\$79.92
Physio-Control Inc.								
	27697	11/27/2012	113071240	Electrode Assembly	205-315-755.00	236.20		\$236.20
Poupore Collision & Towing								
	27700	11/6/2012	Deductable	2010 Chevy Impala	205-315-934.02	250.00		\$250.00
Pudg Soderberg Electric, Inc								
	27677	12/4/2012	Race	Wiring Upgrades	274-690-809.61	562.00		\$562.00
Quill Corporation								
	27559	11/21/2012	7404378	PA's Office Supplies	101-267-727.00	67.02		\$67.02
Reinhart Foodservice								
	27693	11/20/2012	153724	Inmate Groceries	101-301-770.00	809.81		\$809.81
Riesterer & Schnell, Inc.								
	27638	12/3/2012	424204	Oil Filter & Wheel	101-265-934.00	188.38		\$188.38
RR Donnelley								
	27560	10/1/2012	968891678	Safety Paper (8 1/2 x 14) x2000	101-215-727.00	109.00		\$109.00

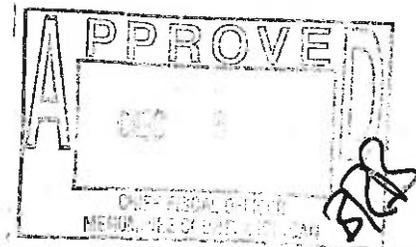
**MENOMINEE COUNTY
Claims Audit Report**



Vendor Name	Vcher#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General								
Sherwin Williams Company								
	27637	11/29/2012	8251-3	Gallon Paint (x2)	101-265-930.01	67.30		\$67.30
Squires-Stepniak, Rebecca								
	27595	12/3/2012	Reimbursement	Mileage - November 2012	296-665-860.00	315.80		\$315.80
St. Francis Hospital								
	27586	11/29/2012	23436393	Laboratory (J. Denzer)	101-648-836.00	404.91		\$404.91
Standard Insurance Company								
	27563	11/30/2012	December 2012	Life Insurance Premium	101-101-713.00	11.50		\$202.40
	27563	11/30/2012	December 2012	Life Insurance Premium	101-132-713.00	6.32		
	27563	11/30/2012	December 2012	Life Insurance Premium	101-136-713.00	11.50		
	27563	11/30/2012	December 2012	Life Insurance Premium	101-141-713.00	9.20		
	27563	11/30/2012	December 2012	Life Insurance Premium	101-148-713.00	0.58		
	27563	11/30/2012	December 2012	Life Insurance Premium	101-215-713.00	11.50		
	27563	11/30/2012	December 2012	Life Insurance Premium	101-172-713.00	4.60		
	27563	11/30/2012	December 2012	Life Insurance Premium	101-261-713.00	2.30		
	27563	11/30/2012	December 2012	Life Insurance Premium	101-267-713.00	9.20		
	27563	11/30/2012	December 2012	Life Insurance Premium	101-268-713.00	2.30		
	27563	11/30/2012	December 2012	Life Insurance Premium	101-253-713.00	6.90		
	27563	11/30/2012	December 2012	Life Insurance Premium	101-257-713.00	4.60		
	27563	11/30/2012	December 2012	Life Insurance Premium	101-265-713.00	2.30		
	27563	11/30/2012	December 2012	Life Insurance Premium	101-301-713.00	48.30		
	27563	11/30/2012	December 2012	Life Insurance Premium	101-682-713.00	2.30		
	27563	11/30/2012	December 2012	Life Insurance Premium	101-103-713.00	2.30		
	27563	11/30/2012	December 2012	Life Insurance Premium	101-426-713.00	2.30		
	27563	11/30/2012	December 2012	Life Insurance Premium	271-790-713.00	9.20		
	27563	11/30/2012	December 2012	Life Insurance Premium	296-663-713.00	2.30		
	27563	11/30/2012	December 2012	Life Insurance Premium	296-664-713.00	2.30		
	27563	11/30/2012	December 2012	Life Insurance Premium	296-665-713.00	2.30		
	27563	11/30/2012	December 2012	Life Insurance Premium	208-751-713.00	4.60		
	27563	11/30/2012	December 2012	Life Insurance Premium	205-316-713.00	2.30		
	27563	11/30/2012	December 2012	Life Insurance Premium	205-315-713.00	23.00		
	27563	11/30/2012	December 2012	Life Insurance Premium	266-325-713.00	16.10		
	27563	11/30/2012	December 2012	Life Insurance Premium	266-326-713.00	2.30		
State of Michigan - State Tax Commission								
	27582	11/20/2012	Renewal	Margaret J. Schroud	101-257-802.00	150.00	x	\$150.00
Stericycle, Inc.								
	27694	11/21/2012	4003793586	Inmate Supplies	101-301-770.01	147.33		\$147.33
TARGET INFORMATION MANAGEMENT								
	27590	11/30/2012	270877	Uniform Child Support Order (x50)	701-000-245.00	66.26		\$325.31
	27591	10/17/2012	270412	Divorce Packet Forms	701-000-245.00	259.05		
The First National Bank&Trust								
	27679	9/28/2012	628840339	Checks - FOC	101-141-817.00	45.03		\$77.83
	27680	11/30/2012	628840339	Service Charge	101-141-817.00	32.80		
Time Warner Cable								
	27611	11/25/2012	10404700185701	November 25 - December 24, 2012	101-103-851.01	329.95		\$329.95
TWIN CITY ELECTRIC, Inc.								
	27608	12/3/2012	78176	Partial Payment - Surveillance Camera	101-103-998.01	22,111.00		\$22,111.00

**MENOMINEE COUNTY
Claims Audit Report**

Vendor Name	Vcher#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General								
Valenti, Susan F.								
	27648	12/5/2012	Reimbursement	Mileage & Meals - November 2012	101-131-860.00	172.18		\$844.65
	27649	10/31/2012	Reimbursement	Mileage & Meals - October 2012	101-131-860.00	672.47		
Verizon Wireless								
	27556	11/1/2012	2822557193	October 2 - November 1, 2012	101-265-850.01	116.49		\$1,012.90
	27556	11/1/2012	2822557193	October 2 - November 1, 2012	101-301-850.00	352.87		
	27556	11/1/2012	2822557193	October 2 - November 1, 2012	101-301-976.00	266.07		
	27556	11/1/2012	2822557193	October 2 - November 1, 2012	101-426-850.00	61.84		
	27556	11/1/2012	2822557193	October 2 - November 1, 2012	101-682-850.00	32.43		
	27556	11/1/2012	2822557193	October 2 - November 1, 2012	205-315-850.00	176.69		
	27556	11/1/2012	2822557193	October 2 - November 1, 2012	266-325-850.00	6.51		
WALL LARRY								
	27676	12/4/2012	Race	Project Soft Costs & Administrative Ser	274-690-809.61	246.40		\$3,004.64
	27676	12/4/2012	Race	Project Soft Costs & Administrative Ser	274-690-809.61	2,758.24		
Wallace Building & Supply, Inc								
	27646	11/30/2012	174464	Park Supplies	208-751-930.03	1,381.65		\$1,381.65
WALTER BROTHERS INC								
	27645	11/8/2012	A181594	Bulbs & Lysol Wipes	208-751-755.02	17.36		\$37.94
	27683	11/7/2012	D34479	Padlock & Keys	101-301-727.00	20.46		
	27684	11/1/2012	13216	Previous Charge	101-301-727.00	0.12		
Waste Management								
	27630	12/1/2012	1395246-1856-4	December 2012	101-265-801.00	438.77		\$438.77
Wennergren, Mary Jo								
	27623	12/5/2012	Per Diem	Canvassing General Election (x5)	101-192-705.00	300.00		\$316.65
	27624	12/5/2012	Reimbursement	Mileage - Canvassing General Election	101-192-860.00	16.65		
WISCONSIN PUBLIC SERVICE CORP - P O BOX 19003								
	27569	11/29/2012	18760	Electric Bill - Harold T. Biehl	294-683-835.00	435.15	x	\$3,632.66
	27631	11/28/2012	0402047856-00004	Commercial Gas - Courthouse	101-265-920.04	2,478.96		
	27633	11/28/2012	0402191663-00001	Health Care Center	101-265-920.03	307.54		
	27633	11/28/2012	0402191663-00001	Health Care Center	101-265-920.04	313.40		
	27642	11/26/2012	1156265099-00000	Bailey House	208-751-920.01	22.43		
	27642	11/26/2012	1156265099-00000	Kieinke Street Lighting	208-751-920.01	28.24		
	27642	11/26/2012	1156265099-00000	Bailey Street Lighting	208-751-920.01	12.72		
	27643	11/26/2012	0402047856-00006	Stoney Point	208-751-920.01	33.22		
WORMWOOD, DEBRA								
	27660	11/30/2012	Reimbursement	Mileage - GIS work	266-325-860.00	20.53		\$20.53
Xerox Corporation (Sheriff)								
	27682	12/1/2012	065167630	10/31/12 - 11/23/12	101-301-727.00	34.44		\$34.44
Total Amount for Bank Account: General								\$138,666.71



MENOMINEE COUNTY BOARD OF COMMISSIONERS AGENDA ITEM

SUBJECT:	Miscellaneous Boards/Committees/Commission Reports
DEPARTMENT:	Administration
ATTACHMENTS:	Yes
SUMMARY:	
Miscellaneous reports discussed at the 12/11/12 County Board meeting	
RECOMMENDED MOTION	
To approve the miscellaneous reports discussed at the 12/11/12 County Board meeting	

Submitted by: **Brian Bousley**

 12/21/2012
Date

WORKSHOP ACTION

	Forwarded to County Board for Approval as Recommended
	Reviewed with no motion to carry forward
	Continue after additional review/research is obtained
	Recommended with the following change(s):

COUNTY BOARD ACTION

DATE:

	Approved
	Disapproved
	Approved with the following change(s):

MENOMINEE COUNTY BUILDING CODE DEPARTMENT

S904 US HIGHWAY 41 STEPHENSON, MI 49887
PHONE: 906-753-6343 www.menomineecounty.com FAX:906-753-2200

MONTHLY BUILDING PERMIT REPORT

12/03/2012

PERMIT#	DATE ISSUED	OWNER	ADDRESS	TWP.	PERMIT FEE
P12798-12	11/02/12	BLAHNIK MARJORIE L & ROGER C	W1696 CO RD 374	GOURLEY TWP.	\$269.48
Work :	2.ADDITION	26X44 ROOM ADDITION OVER GARAGE			004-021-007-00
P12799-12	11/02/12	YOUNK ROGER A & ANN M	N8159 CEMETERY RD	STEPENSON TWP.	\$236.28
Work :	3.GARAGE	36X56 POE BUILDING			014-223-005-00
P12800-12	11/09/12	CAPPAERT JON & SHEILA	N8209 DRAGIC RD	STEPENSON TWP.	\$204.44
Work :	2.ADDITION	20X20 ROOM ADDITION 24X32 GARAGE			014-023-011-00
P12801-12	11/07/12	GRANUM JEAN E	N2280 M-3 DR	MENOMINEE TWP.	\$207.60
Work :	2.ADDITION	24X30 ROOM ADDITION			010-001-027-00
P12802-12	11/09/12	HAMACHER WADE J & ALISON M	VAC-MISCAUNO ISLAND	HOLMES TWP.	\$216.90
Work :	1.NEW DWELLING	26X38 HOME ON A SLAB W/8X38 PORCH			006-425-002-10
P12803-12	11/13/12	PETERSON BARBARA LIVING TRUST	W5634 EVERGREEN RD	MENOMINEE TWP.	\$467.00
Work :	3.GARAGE	50X94 STORAGE BUILDING			010-014-068-00
P12804-12	11/14/12	BRUKARDT PATRICIA	W6798 2 RD	MENOMINEE TWP.	\$50.00
Work :	3.GARAGE	BARN ADDITION 24X16			010-020-013-00
P12805-12	11/15/12	MARCIN RICHARD	N5238 HWY M-35	INGALLSTON TWP.	\$217.08
Work :	3.GARAGE	44X36 GARAGE W/LOFT			007-031-011-00
P12806-12	11/20/12	MOTTO BRYAN	W5677 N 26 LN	DAGGETT TWP.	\$267.00
Work :	3.GARAGE	40X60 GARAGE			002-326-010-10
P12807-12	11/20/12	FAZER CLARENCE & SHELLY	N15524 US HWY 41	SPALDING TWP.	\$125.10
Work :	2.ADDITION	6X15 ROOM ADDITION 6X33 PORCH 14X24 GARAGE			013-221-013-50
P12808-12	11/23/12	NELSON JEFFREY & LU ANN ETAL	N3609 HWY M-35	INGALLSTON TWP.	\$136.44
Work :	3.GARAGE	24X32 POLE BUILDING			007-322-006-50

Total Permits

11

Total Fees

\$2,397.32

NORTHPOINTE HEALTHCARE SYSTEMS BOARD OF DIRECTORS

Regular Monthly Meeting

MINUTES

715 Pyle Drive, Kingsford, MI

October 25, 2012 - 4:00 p.m.

CALL TO ORDER/ROLL CALL:

Karen Raether, Board Chairperson, called the meeting to order at 4:00 p.m. Mary Wendt, Board Secretary, conducted the roll call.

<u>MEMBERS</u>	<u>Present</u>	<u>Excused</u> <u>Absent</u>	<u>Absent</u>	<u>MEMBERS</u>	<u>Present</u>	<u>Excused</u> <u>Absent</u>	<u>Absent</u>
Connors, Peggy	X			Luhtanen, Joan	X		
DeDie, William	X			Martin, Ann	X		
DeGrave, Marylee	X			Negro, Mari	X		
Erickson, Peggy	X			Raether, Karen	X		
Hofer, Millie	X			Spence, Christine	X		
Lang, Bernie	X			Zevitz, Michael, Dr.		X	

REPRESENTING ADMINISTRATION: B. Adrian, K. Thekan, T. Wendt, L. Dionne, J. Pelc, M. Wendt

Ms. Raether stated that the Menominee and Iron River Northpointe offices will now be connected through video television conferencing for any public to attend the Board meeting.

PLEDGE OF ALLEGIANCE - The Pledge of Allegiance to the Flag was recited by all

PUBLIC COMMENTS - No public comments

APPROVAL OF THE AGENDA: There were no additions to the agenda

ACTION: Moved to approve the agenda as presented.

Motion by: J. Luhtanen; supported by P. Connors. **Motion carried unanimously**

APPROVAL OF THE MINUTES:

There were no additions or corrections to the minutes from the Regular Board of Directors meeting on September 20, 2012.

ACTION: A motion was made to dispense with reading the minutes from the September 20, 2012 Regular Board of Directors meeting and approve as written.

Motion by: C. Spence; supported by P. Erickson. **Motion carried unanimously.**

PRESENTATION: Peer Mentor-Adam VanAbel

Karen Raether introduced Adam VanAbel, Northpointe's peer mentor and Laurie Whear, Northpointe DD Supervisor, who works with the peer mentor program. Mr. VanAbel stated that he attended training downstate to become a certified peer mentor and provided information on this training. Mr. VanAbel also stated that he helps and supports individuals, on a one-to-one basis, in their everyday life to become more independent. Ms. Whear stated that through person centered planning it is decided how much time Mr. VanAbel will actually mentor an individual to work on specific objectives to meet their goal(s). Questions were addressed by Mr. VanAbel and Ms. Whear.

CEO REPORT

Karen Thekan stated that her October 2012 CEO Report was in Board packets; she provided the following updates and highlights:

State/Federal Activity:

- The quarterly State directors' meeting was recently held and organization to move forward with the new Autism benefit was the main focus of the meeting. This benefit is scheduled to be implemented January 1, 2013 but there is still a question regarding who can do the assessment diagnosis piece.

Regional Activity:

- A meeting was recently held with Mark Halkola, Director for Western U.P. Substance Abuse Coordination Agency, and the four U.P. Community Mental Health (CMH) directors to discuss consolidation of management functions into NorthCare.

Local Activity:

- Ed McBroom presented at the September Menominee Collaborative meeting and Ms. Thekan met with Mr. McBroom after the meeting regarding mental health services for those individuals who do not qualify for CMH services.

- NorthCare has organized an Executive Summit meeting on November 12, 2012 to begin training on integration with health care and behavioral health. Invitations have been sent out to medical providers, hospitals, and the public health departments in all three counties to attend this summit.

FINANCE COMMITTEE REPORT - C. Spence

Ms. Spence highlighted the following from the Finance Committee meeting minutes:

1. ISSUE: Review Check Disbursement Report

The check disbursement report in the amount of \$1,654,784.26 was reviewed and recommended for Board approval. Mari Negro cautioned that purchasing single items from a vendor, totaling over \$5,000.00, should still be Board approved.

ACTION: A motion was made by C. Spence, supported by P. Connors to approve the check disbursement report for bills paid in the amount of \$1,654,784.26 as presented.

DISCUSSION: Karen Thekan stated the invoices for the bills in question (Cobalt Computers and Tiger Direct) were provided to all Board members for review and what is at question is that in the Board Policies and the Finance Purchasing Policy it states that any single item that is over \$5,000 goes to the Board for approval. Thus the issue is there were single items that were purchased from the above companies for under \$5,000 but they were lumped together for payment. Millie Hofer stated that her concern was that the bills were paid on the same day and separated out were bills which were for different projects for different pieces of equipment that were bought. Mari Negro stated that her concern, after reviewing the invoices, is that two separate invoices appear to have been done on the same day and that to her presents a problem as it was over the \$5,000 spending limit. Bill Adrian stated that this was done but two different pieces of equipment were purchased for under \$5,000. Ms. Negro stated that if there needs to be a change to the above purchasing practices it needs to come through policies as this is a gray area that leaves room for circumventing the policies as they are now written. Discussion ensued. Ms. Thekan stated that she would recommend that the Finance Committee look at the above policies to clarify language as to the guidelines for purchasing and that committee members should come with suggestions to the October Finance meeting regarding verbiage for the policies. Further discussion ensued. Peggy Connors stated that everyone is entitled to bring up good points for discussion but for all the years she has sat on the Finance Committee she has never felt that there has been a misuse or misplacement of funds and at times feels like Bill Adrian and other individuals are being put on the spot to defend the great job they have been doing over the years. Further discussion ensued. Ann Martin asked if there was a policy on Board member travel as this month's check disbursement for Board member payments was an anomaly as the amounts paid out were large. Mr. Adrian stated that the only policy is what is paid to Board members appointed to committees and Board members are asked who wants to attend the large conferences. If there was a shortage of funds then Board member travel to conferences would be limited. Further discussion ensued. Miscellaneous questions were addressed by Ms. Thekan and Mr. Adrian.

ROLL CALL VOTE:

<u>MEMBERS</u>	<u>YES</u>	<u>NO</u>	<u>MEMBERS</u>	<u>YES</u>	<u>NO</u>
Connors, Peggy	X		Luhtanen, Joan	X	
DeDie, William	X		Martin, Ann	X	
DeGrave, Marylee	X		Negro, Mari	X	
Erickson, Peggy	X		Raether, Karen	X	
Hofer, Millie	X		Spence, Christine	X	
Lang, Bernie	X		Zevitz, Michael, Dr.		

Motion carried unanimously.

2. ISSUE: Review Financial Report – Interim September 2012

The committee reviewed the interim September 2012 financial report and recommended for Board approval.

ACTION: A motion was made by C. Spence, supported by P. Connors to approve the interim September 2012 financial report.

ROLL CALL VOTE:

<u>MEMBERS</u>	<u>YES</u>	<u>NO</u>	<u>MEMBERS</u>	<u>YES</u>	<u>NO</u>
Connors, Peggy	X		Luhtanen, Joan	X	
DeDie, William	X		Martin, Ann	X	
DeGrave, Marylee	X		Negro, Mari	X	
Erickson, Peggy	X		Raether, Karen	X	
Hofer, Millie	X		Spence, Christine	X	
Lang, Bernie	X		Zevitz, Michael, Dr.		

Motion carried unanimously.

3. **ISSUE: Contract(s)/Agreement(s)**

Karen Thekan stated that she would be providing an update before the contracts were presented for approval. Since the Finance Committee meeting held on October 22, Northpointe received a substantiated Recipient Rights complaint in regards to TRICO and the TRICO contract is up for renewal. Ms. Thekan stated that the Recipient Rights complaint was in regards to an individual not receiving the wages that they were supposed to receive and it has now been decided to do a more thorough investigation of other individuals working at TRICO. Ms. Thekan further stated that until this investigation is completed she is recommending that the TRICO contract be approved on a month-to-month basis instead of for a year to receive TRICO updates every month.

#	Name of Contract	Purpose of Contract	Date of Contract	Old Rate	New Rate	Change
A.	Concerned Associates	Outpatient counseling	10/1/12-9/30/13	\$110.00/ encounter	\$110/encounter	n/a
This is a renewal agreement for outpatient counseling services through self-determination. Currently one individual using this service						
B.	Virginia Freeborn	Licensed Psychologist	10/1/12-9/30/13	\$70/hr. plus \$35/hr. travel time	\$70/hr. plus \$35/hr. travel time	n/a
This is a renewal agreement for the Licensed Psychologist services for Behavior Management Services.						
C.	Heartland Manor	Specialized Residential	10/1/12-9/30/13	\$32.87/day	\$32.87/day	n/a
This is a renewal agreement for specialized residential services. Currently no one is using this home.						
D.	Trico Opportunities	Vocational Services	10/1/12-10/31/12	Month-to-month contact not to exceed \$650,000/yr. for the fiscal year	Month-to-month contact not to exceed \$650,000/yr. for the fiscal year	n/a
This is a renewal agreement for vocational services in Dickinson and Iron Counties. Approx. 70 individuals take part in these services.						
E.	M & M Trucking	Snow removal	10/1/12-9/30/13	\$50.00 per event for plowing \$50.00 per event for salting plus the cost of materials \$80.00 per hour for snow removal by front end loader \$55.00 per hour for snow removal use by the dump truck	\$50.00 per event for plowing \$50.00 per event for salting plus the cost of materials \$80.00 per hour for snow removal by front end loader \$55.00 per hour for snow removal use by the dump truck	n/a
This is a renewal agreement for snow removal at the Menominee office site.						
F.	Michael Meyer	Snow removal	10/1/12-9/30/13	\$10.00/hr. for snow removal (i.e.: shoveling, snow blowing, etc.)	\$10.00/hr. for snow removal (i.e.: shoveling, snow blowing, etc.)	n/a
This is a renewal agreement for snow removal in the Kingsford area.						
G.	Pathways	Rights Coverage	10/1/12-9/30/13	\$32.50/hr.	\$32.50/hr.	n/a
This is a renewal agreement for rights coverage for the Newlin AFC Home.						
H.	NLJ Physical Therapy Center	Physical Therapy services	10/1/12-9/30/14	\$70/evaluation & \$50/monitoring or teaching	\$80/evaluation & \$55/monitoring or teaching	\$10/eval. & \$5/monitoring or teaching
Renewal agreement for PT services						

I.	Larry Pollack	Fully Licensed Psychologist	10/1/12-9/30/14	\$135/hr.	\$135/hr. plus \$100 yearly stipend	\$100 Inc.
Renewal agreement for fully licensed psychologist services. It is necessary for one to be on staff for Blue Cross.						
J.	Gene Wangerin	Snow Removal	10/1/12-9/30/13	\$45.00/event for plowing	\$45.00/event for plowing	n/a
This is a renewal agreement for snow removal at Maple Ridge.						
K.	John Zinger	Snow Removal	10/1/12-9/30/13	\$50.00/hr. for plowing	\$50.00/hr. for plowing	n/a
This is a renewal agreement for snow removal in Iron River.						
L.	DLP Marquette Physician Practices, Inc. d/b/a MGH Medical Clinic - IR	Physician Services for Boyington	10/1/12-9/30/13	\$300/mo.	\$300/mo.	n/a
This is a renewal agreement with Dr Kearney to provide physician services to our residents at Boyington.						
M.	Catholic Social Services	Outpatient Counseling	6/1/12-5/31/13	\$70/hr.	\$70/hr.	n/a
This is a renewal agreement for counseling services for two consumers through self-determination arrangements.						
N.	Joint Operating Agreement for a Regional Data Warehouse and EHR Data Analytics	Data Warehouse Administration	10/1/12-12/31/13	No Cost to Northpointe		n/a
This is a renewal agreement for data warehouse administration. No cost to NBHS, the other boards pay us their share.						
O.	INTERACT Proposal	Staff Training	tbd	n/a	\$100/participant	n/a
This is a proposal to offer training to management staff. INTERACT enables individuals to learn more about essential elements of leadership and personal development. Approx. 27 managers will participate.						
P.	Board Association	Dues		\$9,355	\$9,372	Inc. \$17.00
Annual Board Association Dues						
Q.	Michigan Rehabilitation Services	Interagency Cash Transfer Agreement	10/1/12-9/30/13	\$5,227.00-Dickinson-Iron Co. \$6768.00-Menominee Co.	\$5,227.00-Dickinson-Iron Co. \$6768.00-Menominee Co.	No change
This is the annual agreement with MRS for vocational services.						
R.	Bedford Specialized Care	Semi-Independent Living Program	10/22/12-9/30/13	n/a	\$95.00/day	\$95.00/day
This is a new agreement with Bedford Specialized Care to move one individual out of KPH to a community setting. The semi-independent living program is to be short term to transition this person to independent living downstate.						

ACTION: A motion was made by C. Spence, supported by M. Hofer to approve contracts A-C and E-R and change contract D-TRICO that they will be paid on a month-to-month contract not to exceed \$650,000 for the fiscal year as noted above. Miscellaneous questions were addressed by Bill Adrian.

ROLL CALL VOTE:

<u>MEMBERS</u>	<u>YES</u>	<u>NO</u>	<u>MEMBERS</u>	<u>YES</u>	<u>NO</u>
Connors, Peggy	X		Luhtanen, Joan	X	
DeDie, William	X		Martin, Ann	X	
DeGrave, Marylee	X		Negro, Mari	X	
Erickson, Peggy- ABSTAIN			Raether, Karen	X	
Hofer, Millie	X		Spence, Christine	X	
Lang, Bernie	X		Zevitz, Michael, Dr.		

Motion carried: 10 ayes; 1 abstain.

RECIPIENT RIGHTS ADVISORY COMMITTEE REPORT - M. DeGrave

Ms. DeGrave highlighted the following from the Recipient Rights Advisory Committee meeting minutes:

- The Recipient Rights Office operating budget for Fiscal Year (FY) 2011-12 and the proposed operating budget for FY2012-13 were reviewed.
- The Recipient Rights Office quarterly report was reviewed.
- The Annual State Recipient Rights Office report will be reviewed by Loren Veaser and Debbie Eichhorn before it is submitted to the State and then reviewed by committee members at their January 2013 meeting.
- Recipient Rights Committee members reviewed the Complaints & Appeals Process Policy.
- Recipient Rights Committee members approved the resignation of committee member, Anita Phillips. Miscellaneous questions were addressed by Karen Thekan.

PLANNING COMMITTEE REPORT - J. Luhtanen

Ms. Luhtanen highlighted the following from the Planning Committee meeting minutes:

1. ISSUE: Stakeholder Committee Meeting Report

The Stakeholder meeting was held in Kingsford on October 2, 2012: Philip Hefner presented on Gentle Teaching, the State's "mystery shopping" survey results were discussed, suggestions for improvement were reviewed, and the new mileage rate was provided.

ACTION: Information

2. ISSUE: 3rd Quarter Outcomes Report

The 3rd Quarter Outcomes Report was reviewed. Miscellaneous questions were addressed by Lisa Dionne and Karen Thekan.

ACTION: Information

P. Connors excused at 5:15 p.m.

3. ISSUE: 404 Report

Data from the FY2011 404 report was reviewed for the U.P. regional CMH agencies and this report is provided to the legislators each year.

ACTION: Information

4. ISSUE: NorthCare Follow-Up Site Review Report from Michigan Department of Community Health (MDCH)

In the MDCH NorthCare follow-up site review report, Northpointe was not cited on any specific citations but some of the citations affect all of the U.P. regional CMH agencies. Lisa Dionne stated, for example, in the region there needs to be a crisis residential unit, a crisis stabilization unit, and wraparound services and the regional committees are working towards getting these programs up and running. Miscellaneous questions were addressed by Ms. Dionne

ACTION: Information

5. Miscellaneous

- A Board tour of The Lighthouse, Northpointe's children's home, is scheduled at 3:00 p.m. before the December 20 Board meeting
- Karen Thekan stated that in the Northpointe staff newsletter there is a section entitled "Getting to Know You" which is an article featuring a staff member and it was thought that it would be nice idea to also do an article in the newsletter on "Getting to Know Northpointe's Board Members". A list of questions for Board members to answer for the newsletter was provided for review and Ms. Thekan asked for input regarding these questions. Ms. Thekan stated that the newsletter is done on a quarterly basis and two Board members would be featured from the newest Board member to the Board member with the most longevity each quarter. Discussion ensued and consensus is to include this article in the Northpointe newsletter.

- Joan Luhtanen stated that the new staff hired at the Hughitt Street Apartments are very nice. Ms. Luhtanen also stated that there is good information from the League of Women Voters on voting proposals, issues, etc. that can be accessed at the Michigan League of Women's Voters website or at www.ironmi.org.

PERSONNEL COMMITTEE MEETING REPORT – P. Erickson

Ms. Erickson highlighted the following from the Personnel Committee meeting which was held before the Board meeting:

1. **ISSUE:** Quarterly Reports

The following reports for the 4th quarter (July-September 2012) were reviewed: Employee Injuries-0 days of work were missed; Separated Employees-there were 15 separated employees; and Wage Increases-this report will include information in the next quarter on the amount of dollars paid for the top of the wage scale pay out.

ACTION: Information

2. **ISSUE:** Continued Discussion: Wage Scale

Peggy Erickson reviewed data compiled from 2007 to the present on inflation rates and wage increases for staff from the U.P. regional CMH agencies and Dickinson, Menominee and Iron Counties. Ms. Erickson stated that this data being reviewed today was for informational purposes only and no action would be taken at this time.

ACTION: The recommendation from the Personnel Committee is that the wage scale and step scale proposals be discussed with the full Board rather than the recommendation coming from Personnel for approval after the presidential election is held.

3. **Miscellaneous**

- Peggy Erickson stated that Karen Thekan has submitted a written response to all Board members regarding her annual CEO evaluation. Ms. Thekan's response will be included and attached to her evaluation and filed in her personnel file.

CHAIRPERSONS REPORT - K. Raether

- The November Finance Committee meeting will be held on Monday, November 19, 2012 with the Board of Director meeting then held on the following Monday, November 26, 2012 due to the Thanksgiving holiday.
- The Fall Michigan Association of Community Mental Health Board (MACMHB) conference report will be given under Board prerogative if time permits.
- Mari Negro will give a meeting report from the MACMHB Executive Committee meeting held at the fall conference at the November Board meeting under New Business.
- There will be a Great Lakes Executive Committee meeting on November 7.
- There will be a NorthCare Advisory meeting on October 29.
- Ms. Raether presented and congratulated Chris Spence with a certificate of completion for completing the MACMHB 2.0 Boardworks series.

UNFINISHED BUSINESS

• **Dr. Razdan's Annual Performance Payment**

Karen Raether stated that this issue was previously discussed and tabled until Customer Satisfaction Survey Comments regarding Dr. Razdan were provided at which time they have been.

ACTION: A motion was made by J. Luhtanen, supported by P. Erickson that Dr. Razdan's annual performance be approved in the amount of \$10,000.

ROLL CALL VOTE:

<u>MEMBERS</u>	<u>YES</u>	<u>NO</u>	<u>MEMBERS</u>	<u>YES</u>	<u>NO</u>
Connors, Peggy			Luhtanen, Joan	X	
DeDie, William	X		Martin, Ann	X	
DeGrave, Marylee	X		Negro, Mari	X	
Erickson, Peggy	X		Raether, Karen	X	
Hofer, Millie	X		Spence, Christine	X	
Lang, Bernie	X		Zevitz, Michael, Dr.		

Motion carried unanimously.

- Approve Board By-Laws
Tabled as Board By-Laws will be discussed at the November Finance meeting.
- Approve Board Policies
Tabled as Board Policies will be discussed at the November Finance meeting.
- Committee as a Whole
Chris Spence stated that the Committee as a Whole issue should be discussed at today's Board meeting as when

the Personnel Committee met before today's Board meeting they decided that the issue of wage increases should be discussed with the full Board as it is an important issue. Then, in the future, if there are important issues that need to be discussed at a full Board meeting they can be discussed as needed. Karen Thekan stated that it is her thought that using New Business on the Board agenda should be used more often. Mari Negro stated that the Board should look at using a consent agenda as committee minutes are distributed to Board members before a Board meeting and it is repetitive at the Board meeting to review the committee minutes. Ms. Thekan stated that on a consent agenda the committee meeting minutes are approved at one time unless there are action items which get separated out. Ms. Negro stated that this can be done but if an individual has questions, i.e., on a financial issue, etc. that item can be moved from the consent agenda to the regular agenda. Discussion ensued.

ACTION: A motion was approved by M. Negro, supported by P. Erickson to approve that a consent agenda be implemented for the November 26, 2012 Board meeting. **Motion carried unanimously.**

NEW BUSINESS – No new business

BOARD PREROGATIVE/AMBASSADOR MOMENT – No Board prerogative/ambassador moment

PUBLIC COMMENTS - No public comments

ADJOURNMENT

Chairperson Raether stated the meeting adjourned. Meeting adjourned at 6:00 p.m.

The next regular monthly Board meeting is scheduled for **MONDAY, NOVEMBER 26, 2012 in Kingsford, Michigan at 4:00 p.m.**

Karen Raether, Chairperson

Peggy Connors, Secretary

Mary Wendt, Board Secretary

NORTHPOINTE HEALTHCARE SYSTEMS BOARD OF DIRECTORS**Regular Monthly Meeting****MINUTES**

**715 Pyle Drive, Kingsford, MI
November 26, 2012 - 4:00 p.m.**

CALL TO ORDER/ROLL CALL:

Karen Raether, Board Chairperson, called the meeting to order at 4:00 p.m. Mary Wendt, Board Secretary, conducted the roll call.

<u>MEMBERS</u>	<u>Present</u>	<u>Excused</u> <u>Absent</u>	<u>Absent</u>	<u>MEMBERS</u>	<u>Present</u>	<u>Excused</u> <u>Absent</u>	<u>Absent</u>
Connors, Peggy	X			Luhtanen, Joan	X		
DeDie, William		X		Martin, Ann	X		
DeGrave, Marylee		X		Negro, Mari	X(4:10pm)		
Erickson, Peggy	X			Raether, Karen	X		
Hofer, Millie	X			Spence, Christine	X		
Lang, Bernie	X			Zevitz, Michael, Dr.	X(4:10 pm)		

REPRESENTING ADMINISTRATION: B. Adrian, K. Thekan, T. Wendt, J. Doll, M. Wendt
G. Takala (via video-television conferencing-Iron River)

PLEDGE OF ALLEGIANCE - The Pledge of Allegiance to the Flag was recited by all

PUBLIC COMMENTS - No public comments

APPROVAL OF THE AGENDA:

(Request for additional agenda items or for any items contained in the consent agenda to be removed from the consent agenda and placed on the regular agenda for discussion).

The agenda was amended to remove the NorthCare Advisory Committee Meeting Report from New Business to the consent agenda and remove Clarification of Purchasing Procedures from the Finance Committee Meeting Report (under consent agenda) to the agenda.

ACTION: Moved to approve the amended agenda as presented.

Motion by: P. Erickson; supported by M. Hofer. **Motion carried unanimously**

M. Negro & M. Zevitz -- present at 4:10 p.m.

APPROVAL OF THE CONSENT AGENDA:

(Consent agenda items are being presented for review and action by a single vote without discussion. If a member believes that an item requires discussion, then a request is made to pull that one item from the Consent Agenda and to add it to the regular agenda as an item to be discussed).

- a. Approval of the minutes from the October 25, 2012 regular monthly Board meeting
- b. Finance Committee Meeting Report-11/19/12

The consent agenda was amended to add the NorthCare Advisory Committee Meeting Report from New Business to the consent agenda and add Clarification of Purchasing Procedures from the Finance Committee Meeting Report to the agenda.

ACTION: Moved to approve the amended consent agenda as presented.

Motion by: J. Luhtanen; supported by C. Spence. **Motion carried: 9 ayes; 1 nay.**

PRESENTATION: Habilitation Supports Waiver (HSW) Program - Luanne Guiliani

Luanne Guiliani, Northpointe Contract Manager, provided a power point presentation on the HSW program: what is HSW, medical necessity, enrollment requirements, services, provider qualifications, how to qualify for the program, and service requirements. Questions were addressed by Ms. Guiliani.

CEO REPORT

Karen Thekan stated that her November 2012 CEO Report was in Board packets; she provided the following updates and highlights:

State/Federal Activity:

- Starting November 27 the “lame duck” session for legislators begins and they will be making many decisions. One of the items that the Department has made more definitive is that new regional entities have to be one of two choices: they will have to fall under the Urban Cooperation Act or the regional entity as defined in the Michigan Mental Health Code.
- The Medicaid Autism benefit has not yet received final approval from the Centers for Medicare/Medicaid. This benefit was to go into effect on January 1, 2013 but now may be delayed to April 1, 2013.

Regional Activity:

- NorthCare recently held their Executive Health Summit and there were many representatives from the local area who attended it. New members will need to be added to local teams and projects for integration will need to be looked at within local communities.

Local Activity:

- TRICO will be submitting their plan of correction by November 30 and once it is received it will be provided to the Board for their information.
- The Northpointe computer system “crashed” across all three counties on November 15 and the IT department is working hard on recovering data. Miscellaneous questions were addressed by Ms. Thekan.
- Ms. Thekan provided information and addressed questions on a MIOSHA complaint that was received regarding mold in a bathroom at the Menominee office.
- Bernie Lang provided information from a jail diversion article. Ms. Thekan provided further information and addressed questions on the jail diversion program.

CLARIFICATION OF PURCHASING PROCEDURES

Chris Spence stated that there were questions regarding total expenditures of over \$5,000.00. The Finance Committee requested changes to purchasing policies for clarity and consistency. Karen Thekan stated that two policies: Purchasing and Procurement Process, the Board By-Laws, and Board Policies were reviewed and changes were made to them regarding items that are purchased over \$5,000.00. Ms. Thekan further stated that approval could be taken at tonight’s Board meeting for changes to the Purchasing and Procurement Process Policies but Board Policies and Board By-Laws need to wait 30 days and will need to be approved at the December Board meeting. Ms. Spence reviewed the changes to the Purchasing and Procurement Process Policies and Board By-Laws regarding financial management. Discussion ensued and miscellaneous questions were addressed by Ms. Thekan.

ACTION: A motion was made by M. Hofer, supported by M. Zevitz to approve the changes to the Purchasing and Procurement Process Policies. Motion carried unanimously.

PERSONNEL COMMITTEE MEETING REPORT

Peggy Erickson highlighted the following from the Personnel Committee meeting which was held before the Board meeting:

1. ISSUE: Employee Health Insurance

Ms. Erickson stated it was reviewed at the Personnel Committee meeting the 80/20 option for employee health insurance for Northpointe staff based on the limit of the caps that are set by the State. The caps slightly increased this year but it was not enough to benefit Northpointe employee/employer. Ms. Erickson stated that there is a slight increase for employees with the 80/20 option: there will be a \$4.00 increase for a single person with a monthly cost of \$146.40; there will be a \$6.00 increase for a two-person with a monthly cost of \$300.00; and there will be a \$8.00 increase for a family with a monthly cost of \$354.00.

ACTION: A motion was made by C. Spence, supported by M. Hofer to approve the 80/20 option for employee health insurance for 2013.

ROLL CALL VOTE:

<u>MEMBERS</u>	<u>YES</u>	<u>NO</u>	<u>MEMBERS</u>	<u>YES</u>	<u>NO</u>
Connors, Peggy	X		Luhtanen, Joan	X	
DeDie, William			Martin, Ann	X	
DeGrave, Marylee			Negro, Mari	X	
Erickson, Peggy	X		Raether, Karen	X	
Hofer, Millie	X		Spence, Christine	X	
Lang, Bernie	X		Zevitz, Michael, Dr.	X	

Motion carried unanimously.

2. ISSUE: Continued Discussion: Wage Scales

Peggy Erickson stated at the Personnel Committee meeting it was decided that information on various models for wage scale increases and what options would be used for adjusting wages scales on an annual basis will be presented at the December Board meeting. The Personnel Committee also discussed if something different would be used for hourly versus salary staff but then wage compression becomes a factor. Ms. Erickson stated that Board members will receive information before the December Board meeting to continue discussing the above issue. Ms. Erickson stated that it was also discussed at the Personnel Committee meeting the issue of the wage scale for the nurse practitioner. Recently, in the U.P., a psychiatric nurse practitioner was offered \$104,000.00 which is significantly more than what is being paid to Northpointe nurse practitioners at the top of the pay scale. Ms. Erickson stated that this issue will be further discussed at some point in the future as she will provide benchmark data from the Medical and Group Practice Association 2012 survey which will provide a range of productivity standards as well as compensation.

ACTION: This issue will be further discussed at the December 20, 2012 Board meeting.

3. ISSUE: Personnel Committee Meeting Dates

Ms. Erickson stated that with a consent agenda now being used one thing that is missing is that minutes from the Personnel Committee meeting cannot be reviewed ahead of time as meetings are scheduled right before the Board meeting. Ms. Erickson asked the Board for input regarding when to schedule Personnel Committee meetings. Discussion ensued.

ACTION: Consensus is that the Personnel Committee meeting should be scheduled on another day other than the Board meeting so written minutes can be reviewed before the Board meeting.

NEW BUSINESS - No new business**UNFINISHED BUSINESS**

- Michigan Association of Community Mental Health Boards (MACMHB) Fall Conference Report
Karen Raether highlighted information from the Fall MACMHB conference: Jim Haveman and Lynda Zeller presented updates, the regional structure was discussed, and she attended three workshops and the member assembly meeting. Ms. Raether stated that Karen Thekan and Marylee DeGrave also were in attendance at the fall conference.

CHAIRPERSONS REPORT - K. Raether

- Ms. Raether asked for input as to whether or not to continue using a consent agenda. Discussion ensued and majority consensus is that once everyone is comfortable with a consent agenda meetings will improve, the consent agenda should be tried for a few more months before a decision is made on whether or not to continue with it, and meetings will become more efficient. Ms. Raether stated that after a few months it will again be discussed whether to continue using a consent agenda.
- Ms. Raether stated that the 2013 Board meeting calendar was provided for review. If a consent agenda continues to be used it might need to be considered to schedule committee meetings one week and the Board meeting the next week to ensure that everyone has time to review committee minutes. Ms. Raether also stated that the location where Board meetings are held should be discussed. In the past a Board meeting was held once a year in Iron River and Menominee but Board member attendance has decreased at these meeting locations as Board members have opted to video-television conference the meeting from the Kingsford office instead. Discussion ensued.
ACTION: Committee meetings will continue to be scheduled the 3rd Monday of each month and the Board meeting will be scheduled the last Thursday of each month. The Personnel Committee meeting will be scheduled on the opposite month of the Planning Committee meeting. Board meetings will all be held at the Kingsford office and video-television conferencing will be available at the Iron River and Menominee offices for every Board meeting.
- Ms. Raether asked if Board members would like to have their annual holiday get-together after the December Board meeting. Discussion ensued and consensus is that a holiday get-together will not be held this year.
- The Great Lakes Executive meeting is scheduled for December 5 and the NorthCare Advisory Council meeting is scheduled for December 18. Mari Negro will provide a written meeting report from the MACMHB Executive Committee for the December Board meeting.

BOARD PREROGATIVE/AMBASSADOR MOMENT

- Joan Luhtanen stated that Peggy Erickson should be commended for helping to fill the vacancy for a home based therapist at the Menominee office.

PUBLIC COMMENTS - No public comments

ADJOURNMENT

Chairperson Raether stated the meeting adjourned. Meeting adjourned at 5:45 p.m.

The next regular monthly Board meeting is scheduled for **Thursday, December 20, 2012 in Kingsford, Michigan at 4:00 p.m.**

Karen Raether, Chairperson

Peggy Connors, Secretary

Mary Wendt, Board Secretary



AMENDED MINUTES AS OF 11/29/2012

PINECREST BOARD OF TRUSTEES

Date: October 25, 2012	Place: Board Room
Presiding: Margaret Bastien, Chairperson	Time: 2:00 p.m. CST
Recording Secretary: Lois Ball, Executive Secretary	

Present: Gerald Smith, Gladys Elegeert, Elaine Boyne, Catherine Driscoll, Barbara Oliver, Barbara J.H. Thorne, Mary Bradley, Michael Kaufman, Margaret Bastien, and Richard Mapes, Administrator

Liaison Members Present: Mary Harrington, John Degenaer, Jr., Charlie Meintz
Liaison Members Absent: Ann Martin

Leadership Team Members Present: Darlene Smith, Candace Meintz

Also present: Gerald McCole, Jeffrey Naser, Michael Malone, Robin VanEnkenvort and Sandi Gauthier

Call to order	The meeting was called to order by Chairperson Bastien at 2:00 p.m. CST in the Board Room	
Approval of October Agenda		The Agenda was approved as presented by motion of Trustee Elegeert, supported by Trustee Smith. Motion carried.
Board Action on Minutes of September 27, 2012 meeting	The minutes of the September Meeting had been mailed to Board Members prior to this meeting for their review.	A motion was made by Trustee Driscoll, supported by Trustee Bradley, to accept the minutes as published. Motion carried.
Review of Financial Statements	CFO Candy Meintz reviewed the Financial Statement for September 2012. She reported that the ARs are the lowest they have been since she has been here. She also reported that we received, just today, \$327,437.30 as a result of the Medicaid Audit. From that amount we received \$103,840.00 from 2009, \$14,837.00 from 2010 and we paid back \$3,366.00 for 2011. We received \$212,126.30 for Certified Public Expenditures (CPEs) for 2011. CPEs will go back into depreciation, the rest of it is our actual costs. The money was put in our investments.	A motion to approve the Financial Statements as presented was made by Trustee Bradley, supported by Trustee Oliver. Motion carried.
Board Action on Manifest of Invoices	The Manifest of Invoices had been mailed to Board Members prior to this meeting for their review.	A motion was made by Trustee Elegeert, supported by Trustee Boyne, to approve the Manifest of Invoices and

<p>Board Committee Reports Whispering Pines /Powers Activity Center Committee Report</p>	<p>Trustee Bradley reported that the Committee had held a special meeting on October 10th to have a conference call with consultant Jeff VanWinkle regarding the creation of a new entity for Great Northern Home Care and discussed moving it from PA184 to the Municipal Entity Act. We are working on drafting the terms for this new entity, it is a work in progress at this time, and it will come to this Board for consideration upon completion.</p> <p>The second meeting was a preliminary market analysis for the Whispering Pines Estates, another work in progress. Administrator Mapes stated that the study shows it is very favorable but not financially feasible for Pinecrest. Administrator Mapes stated that he has asked the architect to rework the cost figures and he will bring this to the Board when he receives it.</p> <p>Chairperson Bastien asked if that entity would still fund Pinecrest, and Administrator Mapes replied that if needed it would.</p>	<p>to pay the bills. Motion carried.</p> <p>A motion was made by Trustee Driscoll, supported by Trustee Elegeert, to approve the report by Trustee Bradley regarding the Whispering Pines Committee. Motion carried.</p>
<p>Board Action Items Nurse Call System</p>	<p>Administrator Mapes stated that in light of the Certified Public Expenditures money we just received we wanted to bring to the Board the request for approval of the recommended purchase of a nurse call system to replace the current system on second floor totalling \$56,795.00 Michael Malone, Pinecrest's IT discussed the problems we have been</p>	<p>A motion was made by Trustee Boyne, supported by Trustee Kaufman to approve the purchase of the nurse call system for second floor in the amount of \$56,795.00. Motion carried.</p>

	<p>having with the system. Trustee Bradley asked why we had not requested replacement of 1st floor as well and the Administrator stated that we had in our Strategic Plan considered renovations on 1st floor and we would like to wait to see if that will come about first.</p> <p>Administrator Mapes asked the Board to consider approval of the third installment of a write off in the amount of \$9,660.49. He also told the Board that Russ Sexton is personally taking a large debt down State for consideration to help clear it.</p> <p>Administrator Mapes discussed our recent Cost Settlement reports and reviewed the letters with the Board. Upon receiving the Cost Settlement reports he is requesting that the Board approve a Room Rate increase from \$193.00 per day to \$200.00 per day effective December 1, 2012 and a 10% increase in ancillary charges. The second step in this process is that in March or April he will again approach the Board to request an additional \$4.00 per day increase. This is being done in steps so we will not overburden our clients. He noted that it is projected that food costs will increase by 20% next year.</p> <p>Administrator Mapes and Michael Malone, IT, explained that the facility, with its growing technology, has an inferior service right now. They discussed possibilities, citing the Merit Cable being laid but stated that this program would not be</p>	<p>A motion was made by Trustee Bradley, supported by Trustee Driscoll, to approve the bad debt write off in the amount of \$9,660.49. Motion carried.</p> <p>A motion was made by Trustee Kaufman, supported by Trustee Boyne, to approve the room rate increase as requested. Motion carried.</p> <p>A motion to approve the contract with Charter Cable for business internet services at a cost of \$6,000.00 was made by Trustee Bradley, supported by Trustee Driscoll. Motion carried.</p>
<p>Bad Debt Write Off</p>		
<p>Room Rate Increase</p>		
<p>Charter Internet Service</p>		

<p>Policy and Procedure on Firearms and Other Lethal Weapons</p>	<p>available to us until next fall and our need is critical. Charter has access to bring their cable across US 2 and as far as Cedar Grove. From their we would have fiber interstructure to the main building, which we believe would eliminate our current problem. The use of the new "Cloud" based storage and applications was discussed and it was noted that our internet goes down about four times a week making Michael's job very difficult. It was also noted that the Business Office is looking at software to replace the current program we have which is being eliminated by the software company. There would be a one-time installation fee would be equal to \$6,000.00 and the cost of Charter's monthly fee would be split with Whispering Pines.</p> <p>The policy had been mailed to Board Members for review prior to this meeting. The Administrator reviewed the policy and asked the Board to consider adopting the policy with a carve out to exempt the Administrator's home.</p>	<p>A motion was made by Trustee Driscoll, supported by Trustee Boyne, to approve management's implementation of the following Firearms and Other Lethal Weapons Policy with the exemption of the Administrator's home. Motion carried.</p>
<p>Unfinished and New Business Whispering Pines Committee Members</p>	<p>Trustee Elegeert requested that two new members be selected for the Whispering Pines Committee. She noted that since the Committee will meet prior to the next Pinecrest Board Meeting there could not be an Executive Committee Meeting to make the selections. Chairperson Bastien entertained volunteers. Trustee Boyne volunteered. Trustee Thome nominated</p>	<p>A motion was made by Trustee Elegeert, supported by Trustee Bradley that Trustees Boyne and Driscoll will serve on the Whispering Pines Committee. Motion carried.</p>

<p>Report of Quality Assurance and Resident Council Meetings</p>	<p>Trustee Driscoll.</p> <p>Darlene Smith, Director of Resident Services, reviewed the Quality Assurance Meeting report and the meetings held at both Green Houses and Pinecrest for the Resident Council. At each resident council meeting they review a resident right and this month they reviewed F368. They discussed having family members remove the summer clothes and bring in the winter clothes from the resident's closets and discussed outings and menu choices.</p>	<p>A motion was made by Trustee Smith, supported by Trustee Oliver, to accept the Quality Assurance and Resident Council Meetings reports as presented. Motion carried.</p>
<p>Safety Committee Report</p>	<p>Lois Ball, Secretary for the Safety Committee, reported on the Meeting for October. She noted that the number of falls are down and reviewed the decrease seen over the past few months. It was noted that skin tears are also down. She noted that a water quality report from the Village of Powers had been reviewed at the meeting and the water quality is good, but bottled water is available if residents and staff choose not to drink the tap water.</p>	<p>A motion to approve the Safety Committee report was made by Trustee Driscoll, supported by Trustee Oliver. Motion carried.</p>
<p>Report on Meetings and Conferences Attended</p>	<p>Administrator Mapes reported that in October he had attended the UP Roundtable Meeting, the MCF Council Meeting, the OSF Advisory Meeting and that he and Darlene had attended the HCAM Region 1 Meeting. He also attended the Hearts of Gold Fundraiser for OSF and the Chamber Dinner for MI Works at the Island Resort and Casino.</p> <p>Darlene Smith reported that she had attended the</p>	

DON Meeting in Mount Pleasant were they discussed quality measures, alarms, FRI's, surveys and surveyors and requirements of charting.

Trustee Kaufman reported that he had attended the MCSSA Meeting in Marquette. He noted that there were 25 people in attendance and that they had elected new officers.

Administrator's Report

1. The Administrator reviewed the SOAR report with the Board and discussed at length several items on the report. Trustee Bradley commented that this was a wonderful tool.
2. Administrator Mapes reviewed the MyInnerView survey results with the Board. He reviewed the demographics of the survey with them showing how many people returned surveys and which shift they were from. He noted that there is a Committee to work on issues that will start meeting next week. He asked if there would be interest from the Board to sit in on meetings with this Committee. He felt having a Board Member would validate the Committee. He will approach the Committee to ask if they would invite some Board Members to sit in on meetings. The Board discussed why they felt employees did not return the surveys and issues such as job stress and communication. Liaison Member Meintz asked what the

	<p>percentage of employees that returned the surveys in these age groups. He felt a breakdown was needed. If only 1 employee was working in that category, it shows 100% Administrator Mapes stated that people want to maintain the anonymity. Mr. Meintz also asked if the Administrator had gone out to solicit employees into filling out the surveys. He suggested that the Administrator hand them out. The Administrator responded that he works with the Department Heads as they are the first approach to the employees. He attended Dept Meetings to discuss the surveys coming out.</p> <p>Chairperson Bastien stated that she would like to entertain a motion that the Board receive monthly updates on the progress being made by the Committee.</p> <p>3. Upcoming Conferences: Administrator Mapes requested registration, travel and lodging expenses for himself, Candy Meintz and Sharline Corrigan to attend a Financial Seminar in Mount Pleasant next week, October 31 through November 2. Costs of registration is \$345.00 and projected cost of travel is \$775.00</p> <p>He also asked for registration, travel and lodging fees for Cheryl Rochon to attend an Eden Training in Grand Rapids November 15 and 16. He requested \$1000.00 for the costs</p>	<p>A motion was made by Trustee Elegeert, supported by Trustee Boyne, to request monthly updates on the progress. Motion carried.</p> <p>A motion was made by Trustee Bradley, supported by Trustee Boyne to approve the costs of this seminar. Motion carried.</p> <p>A motion was made by Trustee Kaufman, supported by Trustee Driscoll, to approve the costs for registration and travel. Motion carried.</p>
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of this seminar.

Trustee Bradley stated that with the new Board Members coming on Board that she would like to see the Eden Videos reviewed with them. Administrator Mapes also discussed the Facility's plans to hold one or two Eden Associate Trainings here next year.

3. Administrator Mapes reviewed the MISOHA Complaints that the Facility had received this month. Most items listed on the complaints were unsubstantiated. He stated that we have not yet received the formal paperwork from the State, they said it would be three to six weeks. Chairperson Bastien asked if these items were something that the employee had brought to management's attention prior to filing the complaint. Administrator Mapes explained that they had brought some prior to but had not put anything in writing.

4. Administrator Mapes referred the Board to the hand out in their packets, noting that the bill has passed and it is a Public Act now. Mrs. Smith stated that at the Joint Surveyor/Provider meeting the head of the department had stated that some surveyors were overzealous and also that they will try to make it so everyone interprets the guidelines the same way.

<p>Chairperson Bastien addressed the Board</p>	<p>She thanked everyone and stated that it had been a pleasure to work with everyone.</p>	
<p>Comments from the Liaison Members</p>	<p>Liaison Member Meintz questioned whether or not the water testing had included the bottled water that is available for staff and residents if they do not care to drink the tap water. He also stated that in cases tap water is proven better than bottled water.</p> <p>He also stated that the three County Boards have discussed having County Board Members on the Pinecrest Board. Instead of them being Liaison Members they would be voting members along with the DHS members. Liaison Member Harrington stated that the counties want to have some say on who is going to be on the Board instead of Governor appointees since they feel Pinecrest is a huge investment and want to have some say on who is governing the Facility. She did not that they feel the Pinecrest Board has done a great job. She stated that when something financial happens the fingers get pointed at County Board Members. She also stated that they do not like it when the Governor is taking two or more Board Members off of the Pinecrest Board at a time. Chairperson Bastien wished them good luck with the project. She stated that she hoped that the facility could be brought back to the Eden philosophy.</p>	
<p>Comments from the Public</p>	<p>Robin Vanenkevort, LPN, asked what was happening with the LPN Contract (negotiations). Administrator Mapes responded that he is waiting to hear back from our council on this matter.</p>	

	<p>She asked if the Board had approved the wage increase for management people and Chairperson Bastien stated that it had been approved. Robin asked if it was retroactive, and yes it was. She then asked why theirs' was not. It was explained that there are some labor laws in place now that prohibit retroactive pay to unions. There have been changes in the past year regarding this issue.</p> <p>Robin then brought up the computers at the Groves, stating the problems at the houses with the computer. New batteries aren't working to keep the lap top computer running. She stated that we need new computers. Administrator Mapes stated that he will check with IT on that, but Michael is in the process of ordering new computers.</p> <p>The meeting adjourned at 3:40 p.m. CST</p>	
Adjournment		A motion to adjourn was made by Trustee Kaufman, supported by Trustee Elegeert. Motion carried.

Mary-Bradley, Secretary
 Barbara Oliver, Secretary

Barbara J. Oliver

Richard Mapes, Administrator

Richard Mapes

**Menominee County
Department of Human Services Board
2612 Tenth Street
Menominee, MI 49858**

BOARD MEMBERS

**MICHAEL KAUFMAN, CHAIR
MARY BRADLEY, VICE-CHAIR
MARGARET BASTIEN, MEMBER**

DIRECTOR

RUSSELL K. SEXTON

Date: October 30, 2012

The regular meeting of the Menominee County Department of Human Services Board was called to order by Michael Kaufman, Board Chair, at 9:00 a.m. Central Time. The meeting was held at the Menominee County Department of Human Services Board Room.

Present: Michael Kaufman, Board Chair; Mary Bradley Board Member; Peggy Bastien, Board Member and Russell Sexton, Board Secretary.

Others Present: Jeff Naser, Menominee County DHS Board State Appointee as of November 1, 2012; Bernie Lang, Menominee County Board of Commissioners.

APPROVAL OF AGENDA:

A motion to approve the agenda was made by Mary Bradley and seconded by Peggy Bastien. Motion passed without opposition.

APPROVAL of September 25, 2012 MINUTES:

Minutes of the September 25, 2012 Board Meeting were reviewed and discussed. A motion to accept the minutes was made by Mary Bradley and seconded by Peggy Bastien. Motion passed without opposition.

FINANCIAL REPORT:

There financial report for September 2012 was reviewed. There were \$100.00 in expenditures for DHS Board meeting attendance and \$843.67 in expenditures for MCSSA Statewide dues; leaving a balance of \$5,656.33. There were no expenditures from the Child Care Allocation, leaving a balance of \$3,500.00.

A motion to accept the financial reports was made by Mary Bradley and seconded by Peggy Bastien. Motion passed without opposition.

The Menominee County Board of Commissioners approved the FY 2013 budget for the Menominee County DHS Board at \$9,000.00 and the Voluntary Foster Care fund at \$3,500.00.

DIRECTOR'S REPORT:

Staffing Information: Mr. Sexton reviewed the current staffing situation with the board.

Statewide Director's Meeting Information: Mr. Sexton reviewed his notes from the October 4, 2012 meeting.

Collaborative Issues: No update.

Business Plan Update: Mr. Sexton reviewed the overall performance of each unit with the board.

Miscellaneous: No update.

Board Member Input/Suggestions: The board members provided a variety of suggestions, which were greatly appreciated by Mr. Sexton.

Motion to accept the Director's Report as submitted made by Peggy Bastien and supported by Mary Bradley. Motion passed without opposition.

UNIT REPORTS: There were no unit updates provided.

BOARD BUSINESS:

Approval of Vouchers: September vouchers were reviewed by board members.

A motion to approve all vouchers was made by Mary Bradley and supported by Peggy Bastien. Motion passed unanimously.

MCSSA Information: Mr. Kaufman reported to the board on the October MCSSA District One Meeting. New officers were appointed and the schedule for CY 2013 was set.

Introduction of New Board Member: Mr. Jeff Naser was introduced to the board. Mr. Naser is the new State Appointee to the board starting November 1, 2012. Mr. Naser was welcomed to the board by all members.

Departing Board Member: Ms. Peggy Bastien, State Appointee, whose term expires on October 31, 2012, was thanked for her outstanding service to the DHS Board and to the Pinecrest MCF Board. Ms. Bastien is a very active board member who distinguished herself as the Chair of the Pinecrest MCF Board. Ms. Bastien will be missed.

NEW BUSINESS: There was one grant presented for review:

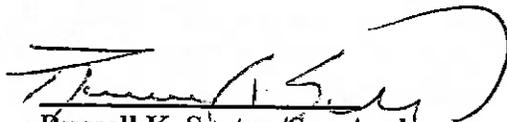
CTFLC-13-55001: CTF Local Council Child Abuse and Neglect Prevention Services. The fiduciary for this grant will be the Menominee County Intermediate School District. The grant is for \$5,000.00 per year for a three year period ending on September 30, 2015.

A motion to acknowledge that the Board reviewed the grant was made by Peggy Bastien and supported by Mary Bradley. Motion passed without opposition.

PUBLIC COMMENT: Mr. Lang informed the Board of activities that the Michigan Association for Counties is involved in pertaining to the Pinecrest Medical Care Facility.

NEXT MEETING: November 27, 2012 at 9:00 a.m. in the Menominee County DHS Board Room.

ADJOURNMENT: Motion to adjourn made by Mary Bradley and supported by Peggy Bastien. Motion passed without opposition. Meeting adjourned at 10:01 a.m. Central Time.


Russell K. Sexton/Sue Asplund
Board Secretary


Michael Kaufman
Chairperson

Pc: DHS Board Members
Dickinson County BOC
Dickinson County DHS Office File

U.P. State Fair Authority Board Meeting Minutes

August 16, 2012
12:00 p.m. ET

Activities Tent
UP State Fairgrounds

Members Present:

Jake Campbell, Chair – Chippewa Cty
David Rivard, Vice Chair – Delta Cty
Ann Harrington, Treasurer – Schoolcraft Cty
Edward Lindstrom, Alger Cty
John Degenaer, Dickinson Cty
Dan Siirila, Gogebic Cty
Jim Gale, Houghton Cty
George Brunswick, Iron Cty
Joe Langdon, Keweenaw Cty
Phyllis French, Luce Cty
Calvin McPhee, Mackinac Cty
Chuck Bergdahl, Marquette Cty
Janis Linderoth, Menominee Cty
Dave Anthony, Hannahville Community

Members Excused:

Hubert Lukkari, Ontonagon Cty

Agent Staff & Guests:

Jonathan Mead, UPCAP (Administrative Agency/Secretary)
Vickie Micheau, Delta County Chamber of Commerce (Management Team)
Tracy Lektzian, UPCAP
Sandy Groleau, UP State Fair
Amber Hanson, UP State Fair
Tom Elegeert, Delta County
Tom Klink
Claudia Klink
Kevin Klink
Karena Bublitz
Alyssa Butlitz
Tineah Blank

1. Call to Order

Chairman Campbell called the meeting to order at 2:05 p.m. Roll call is recorded above.

2. Public Comment

Kourena Bublitz addressed the Authority regarding concerns over her daughter being able to show her horse on Friday at the fair.

Jake Campbell noted that there is a grievance procedure to follow which Ms. Bublitz need to present to the Authority ASAP.

Motion by Campbell, supported by Gale, to discuss grievance with all parties involved. A call will be made to Ms. Bublitz after information is reviewed. Motion carried.

3. Adoption of Agenda

Motion by Gale, supported by Rivard, to approve the agenda as presented. Motion carried.

4. Approval of Minutes

Motion by Brunswick, supported by Degenaeer, to approve the Minutes of the July 27, 2012 Meeting. Motion carried.

5. Treasurer's Report

Ms. Harrington stated that there is nothing to report at this time. Ms. Micheau stated that as of Wednesday night, the gate was down. However from 3-4 p.m., which was their promotion time, 1,738 people came through the gate. Skerbeck also reported that income was up from last year.

6. Management Agent Report

Ms. Micheau reported that there was a great turnout at the Governor's Lunch.

Ms. Hanson reported that on vendor side there were mostly positive comments received. They are already taking deposits for next year.

Ms. Groleau stated that the number of livestock exhibitors is up including a few from lower Michigan.

7. Old Business/New Business

The Authority asked Sandy Groleau to review the facts pertaining to Ms. Bublitz with the Authority. After discussion the Authority decided on the following action:

Motion by Langdon, supported by Siirila, to appoint a committee comprised of Jim Gale, Jake Campbell and Sandy Groleau, to talk to the Superintendent to see if she is ok with allowing Ms. Bublitz to show on Friday. If Superintendent says it's okay, then the Authority will allow her to show with the understanding that she pays the normal fees. Ms. Bublitz will also be placed on probation. Motion carried.

Roll call: Lindstrom, yes; Smith, yes; Campbell, yes; Siirila, yes; Brunswick, yes; Langdon, yes; French, yes; McPhee, yes; Bergdahl, yes; Linderoth, yes; Harrington, yes; Anthony, yes

Gale, no; Degenauer, no; Rivard, no

8. Board Member Comments

Mr. Gale presented Tom Klink with a plaque and gift on behalf of the Authority for his years of service to the State Fair.

Ms. Harrington suggested meeting in a different location next year due to excess noise.

9. Public Comment

None.

10. Next Meeting -Executive Committee: September 28th; Governing Board: October 26th

Motion by Dagenauer, supported by Rivard, to adjourn the meeting. Motion carried. The time was 2:45 p.m. ET

Jonathan Mead, Secretary
U.P. State Fair Authority

**MENOMINEE COUNTY BOARD OF COMMISSIONERS
DISCUSSION ITEM**

SUBJECT:	Seeking Applications for misc. boards/committees
DEPARTMENT:	Administration
ATTACHMENTS:	Yes
SUMMARY:	
There are 6 misc. board/committee appointments coming due. Administration has submitted an advertisement to receive applications to fill these appointments.	
RECOMMENDED MOTION	

Submitted by: **Brian Bousley**

 12/21/2012
Date

WORKSHOP ACTION

<input type="checkbox"/>	Forwarded to County Board for Approval as Recommended
<input type="checkbox"/>	Reviewed with no motion to carry forward
<input type="checkbox"/>	Continue after additional review/research is obtained
<input type="checkbox"/>	Recommended with the following change(s):

COUNTY BOARD ACTION

DATE:

<input type="checkbox"/>	Approved
<input type="checkbox"/>	Disapproved
<input type="checkbox"/>	Approved with the following change(s):

NOTICE

Menominee County is seeking applications of appointment from persons wishing to serve on the following Boards/Committees.

Building Code Construction Board of Appeals	One ~ 2-year term (2/1/2013 – 1/31/2015)
Library Board	One ~ 5-year term (2/1/2013 - 1/31/2018)
Fair Board	One ~ 3-year term (2/1/2013 - 1/31/2016)
Corrections Advisory Board (Business Sector)	One ~ 1-year term (2/1/2013 - 1/31/2014)
Park and Recreation Committee	One ~ 3-year term (2/1/2013 - 1/31/16)
CUPPAD Regional Committee	One ~ two-year term (3/1/2013 – 2/28/2015)

If you are interested in serving on any of these boards, please submit an application of appointment to: Menominee County Board of Commissioners, 839 Tenth Ave, Menominee, MI 49858.

Applications may be obtained at the County Clerk's office, the County Library, the Administrative office or on the County website at www.menomineecounty.com under "Latest news". Letters of interest are due **January 11, 2013 at 12:00 Noon**.

Please contact Sherry or Brian at (906) 863-7779 for a brief description of appointment duties and/or responsibilities for your board of interest.

Journal (and extra)
Luft's Advertiser
Eagle Herald

**Please publish once – the week of Dec. 23,
2012 in the most cost efficient way to the
county**

Bill to: Menominee County Board of Commissioners
Administrator's Office
839 10th Ave.
Menominee, MI 49858



Central Upper Peninsula Planning And Development Regional Commission

2415 14th Avenue South • Escanaba, MI 49829

906.786.9234 • Fax: 906.786.4442 • 800.562.9828 • cuppad@cuppad.org

December 14, 2012

James Furlong, Chairman
Menominee County Board Chair
c/o Brian Bousley, Controller
839 10th Avenue
Menominee, MI 49858

Dear Mr. Furlong:

In accordance with the bylaws, the CUPPAD Regional Commission will be holding its election of officers at the February 22 meeting in Escanaba. Under our commission bylaws, there are 37 members on the Commission. Local jurisdictions from each county appoint six (6) members to the Commission, with the 37th member appointed by a tribal community.

The Economic Development Administration has newer regulations for all District organizations, such as CUPPAD. Some of these regulations influence the make-up of our membership both for the Commission and Executive Committee. In general, we must be able to demonstrate that membership is made up of a minimum 35 percent (average of 3 members from each county) from a selected group of interests representing the private sector, chambers of commerce, post-secondary education, workforce development or labor groups.

As county boards look to make appointments this year, we ask that you consider appointing members-at-large or board appointments from the selected group mentioned above. For example, Gerry Corkin is a county board appointee for Marquette County and Jerry Poupore is a township association appointee for Menominee County. Gerry sits on the Michigan Works Administrative Board and Jerry is a small business owner. Both qualify as part of the 35 percent requirement. We are hoping to accomplish our membership requirements through normal appointing processes from our local units of government.

EXECUTIVE COMMITTEE & COUNTY REPRESENTED

Chairperson – G. Corkin, *Marquette* • Vice-Chairperson – T. Elegeert, *Delta* • Secretary – J. Stevens, *Dickinson* • Treasurer – D. Bovin, *Alger*
Director – L. Schultz, *Menominee* • Director – J. Poupore, *Menominee* • Director – S. Aldrich, *Schoolcraft* • Director – J. Beaudou, *Hannahville Indian Community* • Executive Director – Lloyd R. Matthes

The following chart shows where the Commission's membership comes from:

CUPPAD REGIONAL COMMISSION MEMBERSHIP							
	APPOINTING ENTITIES						TOTAL
	COUNTY BOARDS			CITIES	VILLAGES	TOWNSHIPS*	
	Board Member	Planning Commission	Member-at-Large				
Alger	1	1	1	1	1	1	6
DeIta	1	1	1	1*	1	1	6
Dickinson	1	1	2	1*		1	6
Marquette	1	1	2	1*		1	6
Menominee	1	1	1	1*	1*	1	6
Schoolcraft	1	1	2	1		1	6
	6	6	9	6	3	6	36

*indicates more than one local unit of government is eligible.

Because the commission will hold its elections in late February, we are requesting the appointments be made by February 11th to give the Nominating Committee time to develop a slate of officers.

Following are your current appointees and the number of meetings (seven Commission meetings were held since the last appointments) they have attended:

- County Board: Bernie Lang - attended 5 meetings
- County Planning Commission: Lillian Schultz - attended 2 meetings
- Member-at-Large: Jerry Poupore - attended 7 meetings

Once the local units of government appoint their representatives, we will arrange for a meeting for those six representatives from Menominee County to get together and select an Executive Committee member from amongst the six county representatives.

All appointed Commissioners shall take effect March 1, 2013 and have a term of two years. If you have any questions concerning the appointments, please call me at our office. Thank you.

Sincerely,



Lloyd R. Matthes
 Executive Director

LRM:bs

MENOMINEE COUNTY BOARD OF COMMISSIONERS DISCUSSION ITEM

SUBJECT:	AT&T Tower Site – Proposed development ~ Request for Comments
DEPARTMENT:	Administration
ATTACHMENTS:	Yes
SUMMARY:	
We received a letter from Ramaker & Associates requesting and comments for their proposed AT&T site development.	
RECOMMENDED MOTION	

Submitted by: **Brian Bousley**

 12/21/2012
Date

WORKSHOP ACTION

	Forwarded to County Board for Approval as Recommended
	Reviewed with no motion to carry forward
	Continue after additional review/research is obtained
	Recommended with the following change(s):

COUNTY BOARD ACTION

DATE:

	Approved
	Disapproved
	Approved with the following change(s):



**RAMAKER
& ASSOCIATES, INC.**

December 11, 2012

Menominee County Clerk's Office
Marc Kleiman, County Clerk
839 10th Avenue
Menominee, Michigan 49858

SUBJECT: REQUEST FOR SECTION 106 CONSULTATION COMMENTS = INTERESTED PARTY

**SITE: MENOMINEE TRANSFER STATION (SITE NUMBER: TRAVMI5310 (10566205))
N2214 RANGELINE ROAD
MENOMINEE, MENOMINEE COUNTY, MICHIGAN 49858
RAMAKER & ASSOCIATES PROJECT NUMBER: 24706
FCC TCNS SITE NUMBER: 90723**

Dear Mr. Kleiman:

Ramaker & Associates, Inc. (RAMAKER) was retained by AT&T Mobility Services LLC (AT&T) to complete a NEPA and Section 106 review of a proposed 250 foot self-support tower (overall height with appurtenances of 265 feet). The proposed activity is located at N2214 Rangeline Road in Menominee, Menominee County, Michigan. The property is further identified as being located in the Northwest ¼ of Northwest ¼ of Section 6, Township 32 North, Range 26 West. The location of the property is depicted on the attached Birch Creek, Michigan Quadrangle.

The tower site, consisting of an approximately 100-foot by 100-foot area, is being proposed for the construction of a 250-foot self-support tower (265-feet overall with appurtenances) and fenced tower compound. Access to the proposed tower site will occur along an existing gravel access drive servicing the parent tract. From this existing drive, AT&T proposes the construction of an approximately 75-foot long gravel drive and parking area. Future telecommunications equipment will be installed at the base of the tower within the proposed fenced tower compound. Utilities will be routed underground from an existing power and telephone easement running parallel with Rangeline Road, west of the tower site. A multi-meter utility rack will be installed in the northern portion of the AT&T compound area. A site plan has been included which further details the proposed construction activities. The tower site is currently a wooded portion of the Menominee Transfer Station property, which occupies the parent tract.

As partial fulfillment of our client's responsibility under Section 106 as delegated by the FCC, we ask for your comments regarding the project's potential to adversely affect historic properties. Also, if you have any information regarding other potentially interested consulting parties, your input would be greatly appreciated. As the project is proposed for development in the very near future, we would appreciate receiving your comments in the next 30 days.

Please direct all future correspondence to:

Ramaker & Associates, Inc.
Andrew J. Rice, Project Manager
1120 Dallas Street
Sauk City, Wisconsin 53583
Telephone: 608/643-4100
Facsimile: 608/643-7999
Email: arice@ramaker.com

Page 2 of 2

If you have any questions or comments, please do not hesitate to contact our office.

Sincerely,

RAMAKER & ASSOCIATES, INC.

A handwritten signature in black ink, appearing to read 'Andrew J. Rice', with a long horizontal line extending to the right.

Andrew J. Rice, Project Manager

Attachments: Site Location Maps

Cc: Ingallston Township
Paul Anderson, Town Chairman
W3790 Town Hall Lane, # 13.5
Wallace, Michigan 49893

Menominee County Historical Society
Michael Kaufman, Executive Director
P.O. Box 151
Menominee, Michigan 49858



Figure 2. Rural Menominee, Michigan street map displaying property location of the proposed cell tower installation in red. Scale: 1-inch is approximately 1-kilometer.

MENOMINEE COUNTY BOARD OF COMMISSIONERS DISCUSSION ITEM

SUBJECT:	CUPPAD Services - 2013 Membership Dues
DEPARTMENT:	Administration
ATTACHMENTS:	Yes
SUMMARY:	
CUPPAD is requesting 2013 Membership dues for their services to Menominee County. The County Board is asked to approve the membership dues in the amount of \$9,000.	
RECOMMENDED MOTION	

Submitted by: Brian Bousley

12/21/2012
Date

WORKSHOP ACTION

	Forwarded to County Board for Approval as Recommended
	Reviewed with no motion to carry forward
	Continue after additional review/research is obtained
	Recommended with the following change(s):

COUNTY BOARD ACTION

DATE:

	Approved
	Disapproved
	Approved with the following change(s):



Central Upper Peninsula Planning And Development Regional Commission

2415 14th Avenue South • Escanaba, MI 49829

906.786.9234 • Fax: 906.786.4442 • 800.562.9828 • cuppad@cuppad.org

December 12, 2012

Mr. James Furlong
Menominee County Board Chair
Cthse 839 10th Avenue
Menominee MI 49858

Dear Mr. Furlong:

The Central Upper Peninsula Planning and Development Regional Commission was established in 1968 as a multi-county organization to pool resources to assist local governments in the central U.P. We value Menominee County's continued support of CUPPAD as we seek to improve the quality of life in the region. Enclosed is an invoice requesting your association with the CUPPAD Regional Commission.

CUPPAD provides the following services to member counties:

- Provides 25 hours of free service for basic services such as researching grants, researching census data, mediation as a neutral party between the County and local, state, and federal agencies;
- Assists with grant writing for economic development, fire protection and EMS, recreation, transportation, and other projects;
- Develops and maintains a Geographic Information System (GIS) with an extensive digital data base. Colored infrared aerial photos and customized mapping services are available to local governments;
- Prepares comprehensive policy or strategic plans and local ordinances to help communities prepare for the future and deal with various land use issues;
- Drafts recreation plans and assists with recreation and similar grant-in-aid applications for the county;
- Works closely with county Economic Development Corporations, Michigan Works!, the Upper Peninsula Economic Development Alliance, Michigan Economic Development Corporation, Federal Economic Development Administration, and others to develop business and industry in the central U.P. region;

EXECUTIVE COMMITTEE & COUNTY REPRESENTED

Chairperson – G. Corkin, *Marquette* • Vice-Chairperson – T. Elegeert, *Delta* • Secretary – J. Stevens, *Dickinson* • Treasurer – D. Bovin, *Alger*
Director – L. Schultz, *Menominee* • Director – J. Poupore, *Menominee* • Director – S. Aldrich, *Schoolcraft* • Director – J. Beaudou, *Hannahville Indian Community* • Executive Director – Lloyd R. Matthes

Menominee County

Page Two

- Provides a wealth of current and historical data, including census statistics, economic information, and past planning and development efforts;
- Serves as a neutral party in mediation activities between the County and local cities, townships, and villages on matters impacting the region;
- Serves as a neutral party providing assistance negotiating issues of concern to the County and its residents;
- Serves as a liaison between local units of government and state and federal agencies;
- Provides technical assistance on items literally from A to Z; from affirmative action to zoning;
- Recognizes that it cannot assist your county with all issues and concerns. In that case, CUPPAD will make an effort to assist your County in finding someone who can provide the assistance you need.

We appreciate your past support and look forward to working with Menominee County in the coming year. We, in the Central Upper Peninsula, can only maintain and strengthen our capabilities by acting together and sharing resources for the common good of local governance. In my view the CUPPAD Regional Commission is one of the best resources for accomplishing this.

Should you have any questions on the Commission's activities, or desire a representative to meet with your governing body, please contact the Commission's Executive Director, Lloyd Matthes.

Thank you for your consideration of this request.

Sincerely,



Gerry Corkin
Chairperson

gc:bs

cc: Brian Bousley

Enclosure



Central Upper Peninsula Planning & Development Regional Commission

2415 14th Avenue South, Escanaba, MI 49829

Phone: (906) 786-9234 Fax: (906) 786-4442

Invoice Date: December 12, 2012	INVOICE	Due Date: Net 30 Days
---------------------------------	----------------	-----------------------

Bill To:
Brian Bousley Menominee County Controller Cthse 839 10 th Avenue Menominee MI 49858

Quantity	Description	Price	Amount Due
1	FY 2013 Membership Dues		\$9,000.00
Thank You!			
Total Amount Due			\$9,000.00

Executive Committee & County Represented
 Chairperson - G. Corkin, *Marquette* • Vice-Chairperson - T. Elegeert, *Delta* • Secretary - J. Stevens, *Dickinson* • Treasurer - D. Bovin, *Alger*
 Director - L. Schultz, *Menominee* • Director - J. Poupore, *Menominee* • Director - S. Aldrich, *Schoolcraft* • Director - J. Beaudou, *Hannahville Indian Community* • Executive Director - Lloyd R. Matthes

MENOMINEE COUNTY BOARD OF COMMISSIONERS DISCUSSION ITEM

SUBJECT:	Employee Assistance Contract – Concerned Associates
DEPARTMENT:	Administration
ATTACHMENTS:	Yes
SUMMARY:	
<p>Concerned Associates request to provide continued service to Menominee County. If approved, service will continue for county employees for the duration of the contract Feb. 1, 2012 to January 31, 2014. The cost of the contract is \$4,318 for one year.</p>	
RECOMMENDED MOTION	

Submitted by: **Brian Bousley**

 12/21/2012
Date

WORKSHOP ACTION

<input type="checkbox"/>	Forwarded to County Board for Approval as Recommended
<input type="checkbox"/>	Reviewed with no motion to carry forward
<input type="checkbox"/>	Continue after additional review/research is obtained
<input type="checkbox"/>	Recommended with the following change(s):

COUNTY BOARD ACTION

DATE:

<input type="checkbox"/>	Approved
<input type="checkbox"/>	Disapproved
<input type="checkbox"/>	Approved with the following change(s):

EMPLOYEE ASSISTANCE CONTRACT

MENOMINEE COUNTY AND Gilbert E. Garcia d/b/a CONCERNED ASSOCIATES

February 1, 2013 to January 31, 2014

This Agreement would be entered into by and between **MENOMINEE COUNTY**, located at 839 10th Avenue, Menominee, Michigan 49858 and **CONCERNED ASSOCIATES** (herein referred to as **CONCERNED**), beginning **February 1, 2013**, and ending **January 31, 2014** for the purpose of providing employee assistance services to employees of Menominee County and dependent members of their families. **Menominee County** and **CONCERNED** hereby agree that:

- 1 **CONCERNED** will provide review of **Menominee County's** existing policies on chemical dependency and other personal problems that affect job performance. Assistance will also be available to **Menominee County** in developing policies and procedures relating to personal problems and the use of the EAP by employees, spouses and dependents. The policies and procedures define the modes of access to the clinical services and the parameters of confidentiality.
- 2 **CONCERNED** will provide employee orientation sessions for **Menominee County** employees during this contract period. Individuals will receive information on their employee assistance benefit and will be encouraged to utilize this benefit when appropriate.
- 3 **CONCERNED** will provide assessment, short-term problem resolution (1-8 sessions), **PER YEAR**, and referral services to employees, spouses, and dependents of **Menominee County**. The covered employees, spouses, and dependents are collectively referred to as "Covered Persons."
- 4 The assessment, short-term problem resolution, and referral services to be provided pursuant to this Agreement shall consist of 1-8 sessions, **PER YEAR**, between a Covered Person who contacts **CONCERNED** and an Employee Assistance Program Counselor. During this time, the counselor shall endeavor to assess the problem, develop an individual treatment plan, and assist the Covered Person in addressing the problem, either through short-term counseling with the EAP counselor in the 1-8 sessions or by referral to the most appropriate treatment resource(s). The number of sessions with the EAP counselor will be determined by the EAP counselor's assessment of the presenting problem.
- 5 Covered Persons will be seen by an EAP counselor within five (5) working days of contacting **CONCERNED**, or sooner in an emergent situation. Counselors of **CONCERNED**, 3612 13th Street, Menominee, MI 49858 will provide the services to Covered Persons. In addition, other counselors in the local area will provide the services as subcontractors.
- 6 **CONCERNED** will provide two (2) Critical Incident Stress Debriefings (maximum 5 hours per debriefing), **PER YEAR**, at the request of **Menominee County** and when assessed as appropriate by **CONCERNED**.
- 7 Twenty-four-hour telephone services will be made available by **CONCERNED**.
- 8 **CONCERNED** will provide utilization reports upon request. **CONCERNED** will provide

Gilbert E. Garcia d/b/a Concerned Associates

**Gilbert E. Garcia, MSW, ACSW, CEAP, Owner
Nationally Certified Employee Assistance Professional**

Date

Brian Bousley, Menominee County

Menominee County Administrator

Date

**MENOMINEE COUNTY BOARD OF COMMISSIONERS
DISCUSSION ITEM**

SUBJECT:	Miscellaneous Bills
DEPARTMENT:	Administration
ATTACHMENTS:	yes
SUMMARY: Board to review recently submitted Miscellaneous Bills as paid on December 20, 2012 in the amount of \$223,743.11.	
RECOMMENDED MOTION	

Submitted by: **Brian Bousley**

 12/21/2012
Date

WORKSHOP ACTION

<input type="checkbox"/>	Forwarded to County Board for Approval as Recommended
<input type="checkbox"/>	Reviewed with no motion to carry forward
<input type="checkbox"/>	Continue after additional review/research is obtained
<input type="checkbox"/>	Recommended with the following change(s):

COUNTY BOARD ACTION

DATE:

<input type="checkbox"/>	Approved
<input type="checkbox"/>	Disapproved
<input type="checkbox"/>	Approved with the following change(s):

General Fund Expenditures

101-101 Board of Commissioners
101-103 Other Legislative
101-131 Circuit/Family Court
101-132 Family Court
101-136 District Court
101-141 Friend of Court
101-148 Probate Court
101-150 Jury Commission
101-172 County Administrator
101-192 Board of Canvassers
101-211 Legal
101-215 County Clerk
101-253 County Treasurer
101-257 Equalization
101-261 MSU Extension
101-262 Elections
101-265 Courthouse Grounds
101-267 Prosecuting Attorney
101-268 Register of Deeds
101-275 Drain Commissioner
101-301 Sheriff Department
101-331 Marine Law
101-332 Snowmobile Law
101-334 Off-Road Recreational Vehicle
101-335 ATV Education
101-401 Planning Commission
101-402 Brownfield Authority
101-426 Emergency Management
101-526 Waste Management
101-601 Health & Welfare
101-648 Medical Examiner
101-681 Vets Burial & Relief
101-682 Veterans Affairs
101-728 Economic Development
101-997 Appropriations
101-999 Operating Transfers

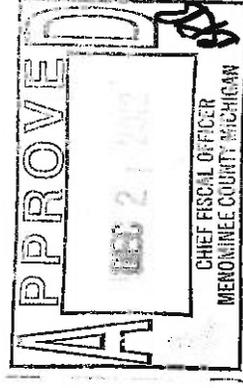
Special Revenue Funds

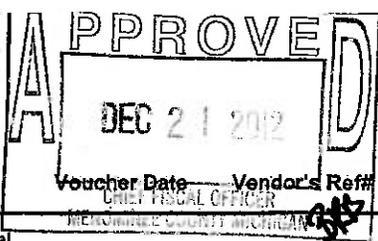
205 Road Patrol
208 County Parks
215 Friend of Court
220 Park Improvements
243 Remonumentation
249 Building Code
256 ROD - Automation Fund
264 Local Corrections Officers Training
265 Drug Law Enforcement Forfeiture
266 E911
269 Law Library
271 County Library
272 CDBG - Wells Fargo Grant
274 CDBG - County
277 LEPC
280 Inmate Canteen fund
281 K-9
282 Justice Training
284 Revenue Sharing
285 Senior Citizens
292 Child Care
294 Veterans' Trust
296 Special Child Care Funds

516 DTRF-Delinquent Tax Revolving Fund
517 DTRF-PA 123 Foreclosure

MENOMINEE COUNTY
Check Register Report

Check	Vchr#	Vendor Name	Vendor's Ref#	Description	Status	Debit Account	Check Date	Amount	CheckAmount\$
Check Date: 12/20/2012 - 12/20/2012 Bank Account: General - General									
General	93243	MI Conference of Teamsters			Open		12/20/2012		\$59,724.40
	27977	January 2013		Health Insurance Premium		101-103-712.00		\$35,721.41	
	27977	January 2013		Health Insurance Premium		205-316-712.00		\$8,396.48	
	27977	January 2013		Health Insurance Premium		205-316-712.00		\$981.70	
	27977	January 2013		Health Insurance Premium		208-751-712.00		\$1,390.60	
	27977	January 2013		Health Insurance Premium		296-663-712.00		\$981.70	
	27977	January 2013		Health Insurance Premium		701-000-231.10		\$981.70	
	27977	January 2013		Health Insurance Premium		704-000-232.00		\$11,270.81	
Total General									<u>\$59,724.40</u>
Grand Total:									<u>\$59,724.40</u>



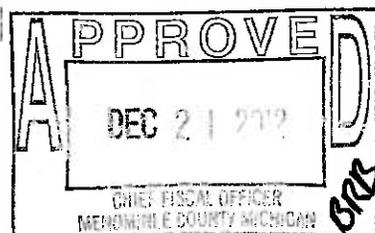


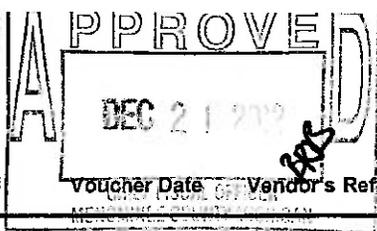
MENOMINEE COUNTY
Claims Audit Report

Vendor Name	Vchar#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General								
A B C PRINTERS								
	27949	12/12/2012	95371	Blank Window Envelopes	101-141-727.00	199.90		\$199.90
Ace Hardware								
	27932	11/14/2012	205957/2	Building & Ground Supplies	101-265-930.01	14.99		\$55.72
	27933	11/29/2012	206063/2	Building & Ground Supplies	101-265-930.01	19.99		
	27934	12/3/2012	206085/2	Building & Ground Supplies	101-265-930.01	20.74		
AIR COOLED ENGINES								
	27974	10/9/2012	218799	Oil Filter	208-751-930.02	6.15		\$70.50
	27975	10/9/2012	218801	Blade	208-751-930.02	64.35		
AIRGAS NORTH CENTRAL								
	27886	12/5/2012	9010768547	Oxygen	205-315-755.00	6.13		\$6.13
ANGELIS MENOMINEE INC								
	27867	11/7/2012	4362114-IN	Inmate Groceries	101-301-770.00	83.59		\$442.71
	27868	11/12/2012	1591211-IN	Inmate Groceries	101-301-770.00	80.54		
	27869	11/18/2012	2471211-IN	Inmate Groceries	101-301-770.00	139.63		
	27870	11/27/2012	0123521-IN	Inmate Groceries	101-301-770.00	138.95		
AT&T - Carol Stream, IL								
	27911	11/19/2012	906863444111	Telephone Services (10/20 - 11/19/12)	101-103-850.00	489.50		\$1,470.68
	27921	12/1/2012	906R41083912	December 2012	101-103-850.00	690.94		
	27922	12/1/2012	906753220912	December 2012	101-103-850.00	263.90		
	27923	12/1/2012	906753458212	December 2012	101-103-850.00	26.34		
Banc of America Leasing								
	27972	12/17/2012	002-2504309-000	Konica Minolta - BizHub 200	101-172-942.00	749.74	x	\$749.74
Banc of America Leasing								
	27970	12/13/2012	002-3053822-000	Konica Copier - BIZHUB C353	101-172-942.00	2,390.00	x	\$2,915.55
	27970	12/13/2012	002-3053822-000	Konica Copier - BIZHUB C353	101-301-934.00	525.55	x	
Bay Cities Radio								
	27866	9/30/2012	MCC-112092257	Radio Advertising	101-301-755.00	198.00		\$198.00
Big Chill Ice Company								
	27798	12/7/2012	5002	Juvenile Restitution (S.J.D.)	292-000-201.00	10.00		\$10.00
Bob Barker Company, Inc.								
	27873	12/12/2012	WEB000249333	Inmate Supplies	101-301-770.00	96.31		\$566.80
	27874	12/7/2012	WEB000248700	Inmate Supplies	101-301-770.00	470.49		
Bourgeois, Robyn								
	27784	12/6/2012	Reimbursement	Meal at Conference 12/5/12	101-141-803.00	10.43		\$10.43
BP								
	27862	12/5/2012	36570506	Gasoline Sales	101-301-742.00	783.79		\$1,020.60
	27966	12/2/2012	36514960	Gasoline Sales	249-371-742.00	236.81	x	
Brunelle, Jennifer								
	27781	11/28/2012	Reimbursement	HP Color Printer	296-667-801.01	105.99		\$105.99
CADIEU FUNERAL HOME								
	27900	11/26/2012	Burial	Raymond H. Roubal	101-681-833.00	300.00		\$1,200.00
	27901	11/26/2012	Burial	Joan Elizabeth Kellner	101-681-833.00	300.00		
	27902	11/26/2012	Burial	Sophie G. Inman	101-681-833.00	300.00		
	27903	11/26/2012	Burial	Jerome Allen Nesbitt	101-681-833.00	300.00		
Card Imaging								
	27864	11/5/2012	80974	Prints	101-301-755.00	391.00		\$391.00

**MENOMINEE COUNTY
Claims Audit Report**

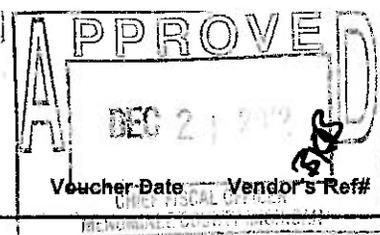
Vendor Name	Vcher#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General								
Cellcom Wisconsin RSA 04								\$159.03
	27771	12/5/2012	274810	Medical Examiner - Cellular Services	101-648-727.00	74.01	x	
	27893	12/5/2012	268154	Cellular Services	101-132-850.00	20.05		
	27893	12/5/2012	268154	Cellular Services	296-664-850.00	51.01		
	27893	12/5/2012	268154	Cellular Services	296-665-850.00	13.96		
CITY OF MENOMINEE - 2511 10TH ST.								\$598.71
	27790	12/13/2012	January 2013	Monthly Rent	266-326-942.00	351.87		
	27936	11/27/2012	3329	Gasoline Sales	101-265-742.00	124.01		
	27936	11/27/2012	3329	Gasoline Sales	101-426-860.00	26.59		
	27936	11/27/2012	3329	Gasoline Sales	101-141-860.00	31.88		
	27936	11/27/2012	3329	Gasoline Sales	249-371-742.00	44.31		
	27936	11/27/2012	3329	Gasoline Sales	266-325-860.00	20.25		
CLOVERLAND PAPER CO								\$411.25
	27805	12/7/2012	100553	Ice Melt	101-265-930.00	176.25		
	27808	12/7/2012	100520	Ice Melt	101-265-930.00	235.00		
Cooper Office Equipment								\$574.96
	27913	11/28/2012	94288	Contract # 2146-01, Konica Bizhub 423	101-172-942.00	249.96		
	27927	12/7/2012	94825	Toner (x5)	101-172-942.00	325.00		
Country Mile Document Destruct								\$88.56
	27808	12/11/2012	14484	Shredding of Documents	101-265-801.00	88.56		
David Ashby								\$170.47
	27962	11/27/2012	Reimbursement	Uniform	205-315-745.00	170.47		
Denris Anderson								\$78.10
	27883	12/10/2012	12-10-12	K9 supplies	101-301-881.01	78.10		
Dickinson County Treasurer								\$46,715.47
	27909	11/14/2012	Circuit Court 2012	Shared Services (3rd & 4th Quarters)	101-131-702.00	415.76		
	27910	11/14/2012	Circuit Court 2012	Shared Services (3rd & 4th Quarters)	101-131-702.00	39,447.33		
	27968	11/14/2012	West Law 2012	3rd & 4th Quarters (West Law Charges)	269-145-801.00	6,852.38		
EAGLEHERALD PUBLISHING, LLC								\$65.75
	27975	11/30/2012	1406	November 2012 Advertising	101-101-901.00	65.75		
Eldercare Home Pharmacy								\$368.56
	27879	10/31/2012	3525261	Inmate Medical	101-301-770.01	368.56		
Election Systems & Software								\$131.25
	27770	8/14/2012	825192	Electronic Transferred Files	101-262-727.00	131.25		
Friends Of Prod Whse Direct								\$591.55
	27812	12/5/2012	0176221	Equalization - Office Supplies	101-257-727.00	88.27		
	27859	12/18/2012	0177051	ROD - Office Supplies	101-268-727.00	330.43		
	27945	12/14/2012	0178881	FOC - Office Supplies	101-141-727.00	82.56		
	27946	12/14/2012	0176941	FOC - Office Supplies	101-141-727.00	90.29		





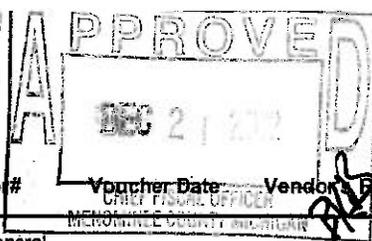
MENOMINEE COUNTY
Claims Audit Report

Vendor Name	Vcher#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General								
Galls, An Aramark Company								\$1,408.54
	27950	12/6/2012	157092	Judy Hanson	205-315-745.00	134.49		
	27951	11/9/2012	166522	Tom Draze	205-315-745.00	127.30		
	27952	10/31/2012	144541	Tom Draze	205-315-745.00	135.99		
	27954	11/14/2012	179695	Greg Smith	205-315-745.00	179.85		
	27955	11/14/2012	179696	Greg Smith	205-315-745.00	229.93		
	27956	11/16/2012	186421	Greg Smith	205-315-745.00	45.11		
	27960	11/20/2012	193824	David Ashby	205-315-745.00	84.57		
	27961	11/27/2012	206038	David Ashby	205-315-745.00	316.12		
	27965	11/30/2012	196153	Vince Studer	205-315-745.00	80.49		
	27973	11/21/2012	196038	Judy Hanson	205-315-745.00	74.89		
Geoffrey C. Lawrence								\$263.80
	27776	11/27/2012	2012-137-MI	Court Appointed Legal - Chapman	101-148-807.00	263.80		
Good Source								\$366.47
	27878	12/11/2012	S10296080	Inmate Groceries	101-301-770.00	366.47		
GREAT AMERICAN DISPOSAL CO THE								\$287.17
	27795	12/1/2012	2C102960	Annex - Garbage Removal	101-261-930.04	52.32		
	27989	12/1/2012	2C102958	Shakey & Kleinke	208-751-942.00	234.85		
Gregory, Raymond G.								\$132.00
	27777	11/28/2012	2012-138-MI	Court Appointed Legal - Malinowski	101-148-807.00	132.00		
HAUPT DR PAUL/MEDICAL EXAMINER								\$5,895.00
	27908	12/17/2012	Medical Examiner	October, November, December 2012	101-648-709.00	5,850.00		
	27908	12/17/2012	Medical Examiner	October, November, December 2012	101-648-727.00	45.00		
Havelka, Glen								\$50.00
	27802	12/7/2012	5003	Juvenile Restitution (C.S.G.)	292-000-201.00	25.00		
	27803	12/7/2012	5004	Juvenile Restitution (N.S.G.)	292-000-201.00	25.00		
J S ELECTRONICS, INC.								\$635.10
	27791	12/1/2012	17459	Tower Lease - December 2012	266-326-942.00	425.00		
	27792	12/5/2012	17474	Reprogrammed Radios	266-325-934.01	70.00		
	27810	12/1/2012	17461	Paging Service - Medical Examiner	101-648-727.00	42.00		
	27811	8/31/2012	17326	Replacement Pager for Joel Hensley	101-648-727.00	98.10		
J.F. Ahern Company								\$188.90
	27863	7/27/2012	165112	Gallon System, Link, Cap	101-301-755.00	188.90		
Jaworski, Julie & Jeffrey								\$156.64
	27941	12/13/2012	5006	Foster Care Costs (C.J.C.)	292-662-843.02	156.64		
Jerzyk, Audrey								\$40.52
	27919	12/4/2012	Reimbursement	Mileage - Parks Committee	208-751-860.00	40.52		
Jessica Bergstrom								\$11.55
	27778	11/28/2012	12-029-NA	Witness \$6.00 Mileage \$5.55	101-132-804.00	11.55		
Joel Hensley, RN								\$5,260.00
	27814	12/10/2012	Blood Draw	12/7/12 (R.G.)	101-267-801.01	100.00		
	27881	12/16/2012	Nursing Services	December 15 - December 31, 2012	101-301-770.01	1,365.00		
	27906	12/17/2012	Medical Examiner	October, November, December 2012	101-648-709.00	2,445.00		
	27906	12/17/2012	Medical Examiner	October, November, December 2012	101-648-835.00	1,350.00		
Johnson, Carol								\$16.65
	27782	12/12/2012	Reimbursement	Mileage - CB Mtg on 12/11/12	101-215-860.00	16.65		



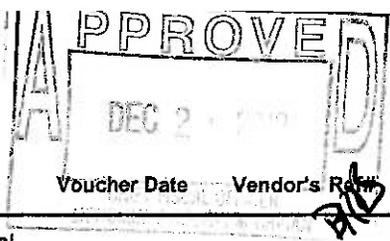
MENOMINEE COUNTY
Claims Audit Report

Vendor Name Vcher#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General							
Johnson, Gary 27780	11/28/2012	4995	Foster Care Costs (E.J.J. & L.M.J.)	292-662-843.02	482.72		\$965.44
27804	12/10/2012	5005	Foster Care Cost (E.J.J. & L.M.J.)	292-662-843.02	482.72		
K MART 7031 27861	10/2/2012	70310837250028	Batteries	101-301-727.00	27.93		\$27.93
Kakuk, Tammany 27894	12/17/2012	5007	Foster Care Cost (A.M.L.)	292-662-843.02	353.36		\$353.36
Kewley, Diane 27899	12/18/2012	5012	Holdover Attendant (T.F. & T.M.)	101-132-801.01	126.50		\$126.50
Kleiman, Marc 27937	12/14/2012	Reimbursement	Mileage - Clerk's Meeting	101-215-880.00	144.30		\$144.30
LENCA SURVEYING 27943	12/14/2012	12182	Remon Project Yr 12 (11/12/12 - 12/16/12)	243-246-801.07	4,694.35		\$4,694.35
Linderoth, Janis 27815	11/9/2012	Reimbursement	Mileage - Fair Authority	101-101-860.09	48.84		\$48.84
Marinette Farm & Garden 27882	12/7/2012	224608	K9 Supplies	101-301-881.01	55.45		\$55.45
Mark Jasper - 1205 11th Avenue 27948	12/17/2012	2012-38351-FY	Witness \$6.00 Mileage \$.30	101-267-804.00	6.30		\$6.30
Massopust, Whitney 27907	12/17/2012	Medical Examiner	October, November, December 2012	101-648-709.00	735.00		\$925.00
27907	12/17/2012	Medical Examiner	October, November, December 2012	101-648-835.00	190.00		
Mastercard							\$495.34
27892	12/12/2012	Credit Card	Staples	101-253-727.00	151.19		
27892	12/12/2012	Credit Card	USPS	101-268-729.00	4.90		
27892	12/12/2012	Credit Card	Staples	101-253-727.00	221.38		
27892	12/12/2012	Credit Card	Angell's	101-132-802.00	61.11		
27892	12/12/2012	Credit Card	USPS	101-268-729.00	4.90		
27892	12/12/2012	Credit Card	USPS	101-268-729.00	4.90		
27892	12/12/2012	Credit Card	USPS	101-268-729.00	4.90		
27892	12/12/2012	Credit Card	USPS	101-268-729.00	4.90		
27892	12/12/2012	Credit Card	USPS	101-268-729.00	4.90		
27892	12/12/2012	Credit Card	USPS	101-268-729.00	4.90		
27892	12/12/2012	Credit Card	USPS	101-268-729.00	4.90		
27892	12/12/2012	Credit Card	November 10 - December 12, 2012	101-103-755.00	32.26		
Maus, Sarah 27783	12/6/2012	Reimbursement	Conference Meals in Escanaba 11/26 -	101-141-803.00	69.85		\$69.85
MCBAP 27809	12/6/2012	Renewal	Alcohol Assessment Certification	101-136-802.00	85.00		\$85.00
Meintz, Charlie 27800	12/6/2012	Reimbursement	Mileage - November 2012	101-101-860.04	55.50		\$55.50
Menacher, Dan 27905	12/18/2012	Reimbursement	Ink Cartridge, Meals, Mileage	249-371-727.00	18.98		\$303.37
27905	12/18/2012	Reimbursement	Ink Cartridge, Meals, Mileage	249-371-860.00	276.39		
27905	12/18/2012	Reimbursement	Ink Cartridge, Meals, Mileage	249-371-860.00	8.00		
Menards - Marinette 27930	12/11/2012	11943	Building & Ground Supplies	101-265-930.01	60.67		\$82.12
27931	10/3/2012	6198	Concrete Mix	101-265-930.01	21.45		



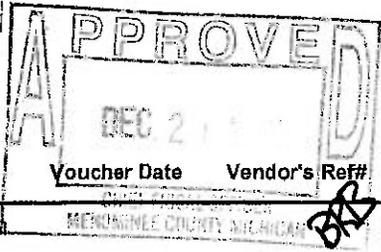
**MENOMINEE COUNTY
Claims Audit Report**

Vendor Name	Vche#	Voucher Date	Vendor Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General								
MENOMINEE COUNTY CLERK								\$10.00
	27939	12/14/2012		Notary Bond	Jodie Barrette	101-141-803.00	10.00	
MENOMINEE COUNTY JOURNAL								\$3,588.88
	27794	12/1/2012	135	PO# 02741 - November 2012 Advertisir	517-252-900.00	3,483.16		
	27918	12/1/2012	129	Advertising	101-101-901.00	42.00		
	27917	12/1/2012	133	Advertising	101-101-901.00	63.72		
MENOMINEE COUNTY ROAD COMMISSI								\$58.58
	27865	12/6/2012	10645	Power to Radio's - November 2012	101-301-755.00	58.58		
Michigan Counties Workers'								\$27,501.00
	27799	11/29/2012	9148	2013 First Quarter Installment	101-101-716.00	216.81		
	27799	11/29/2012	9148	2013 First Quarter Installment	101-131-716.00	47.32		
	27799	11/29/2012	9148	2013 First Quarter Installment	101-132-716.00	112.33		
	27799	11/29/2012	9148	2013 First Quarter Installment	101-136-716.00	392.58		
	27799	11/29/2012	9148	2013 First Quarter installment	101-141-716.00	521.96		
	27799	11/29/2012	9148	2013 First Quarter Installment	101-148-716.00	33.77		
	27799	11/29/2012	9148	2013 First Quarter Installment	101-150-716.00	3.19		
	27799	11/29/2012	9148	2013 First Quarter Installment	101-172-716.00	394.44		
	27799	11/29/2012	9148	2013 First Quarter Installment	101-215-716.00	216.01		
	27799	11/29/2012	9148	2013 First Quarter Installment	101-253-716.00	157.57		
	27799	11/29/2012	9148	2013 First Quarter Installment	101-257-716.00	310.42		
	27799	11/29/2012	9148	2013 First Quarter Installment	101-261-716.00	37.40		
	27799	11/29/2012	9148	2013 First Quarter Installment	101-265-716.00	1,235.00		
	27799	11/29/2012	9148	2013 First Quarter Installment	101-267-716.00	774.27		
	27799	11/29/2012	9148	2013 First Quarter Installment	101-268-716.00	66.03		
	27799	11/29/2012	9148	2013 First Quarter Installment	101-301-716.00	12,580.23		
	27799	11/29/2012	9148	2013 First Quarter Installment	101-331-716.00	33.83		
	27799	11/29/2012	9148	2013 First Quarter installment	101-426-716.00	36.96		
	27799	11/29/2012	9148	2013 First Quarter Installment	101-648-716.00	50.14		
	27799	11/29/2012	9148	2013 First Quarter Installment	101-882-716.00	39.25		
	27799	11/29/2012	9148	2013 First Quarter Installment	205-315-716.00	6,782.73		
	27799	11/29/2012	9148	2013 First Quarter Installment	205-316-716.00	530.69		
	27799	11/29/2012	9148	2013 First Quarter Installment	208-751-716.00	1,055.61		
	27799	11/29/2012	9148	2013 First Quarter Installment	249-371-716.00	140.66		
	27799	11/29/2012	9148	2013 First Quarter Installment	266-325-716.00	376.48		
	27799	11/29/2012	9148	2013 First Quarter Installment	266-326-716.00	37.35		
	27799	11/29/2012	9148	2013 First Quarter Installment	271-790-716.00	708.81		
	27799	11/29/2012	9148	2013 First Quarter Installment	296-663-716.00	238.02		
	27799	11/29/2012	9148	2013 First Quarter Installment	296-664-716.00	191.77		
	27799	11/29/2012	9148	2013 First Quarter Installment	296-665-716.00	179.38		
MICHIGAN STATE INDUSTRIES								\$204.30
	27872	11/19/2012	1229 10134	Inmate Supplies	101-301-770.00	204.30		
MILLERS ACTION OFFICE SUPPLY I								\$208.01
	27774	11/28/2012	089958	Toner	101-132-727.00	40.50		
	27774	11/28/2012	089958	Toner	101-148-727.00	40.49		
	27775	12/4/2012	090104	Daisy Wheel	101-132-727.00	19.99		
	27785	12/10/2012	090242	Markers & Clip Magnets	266-325-727.00	19.08		
	27918	12/6/2012	090196	B & G Office Supplies	101-265-755.00	6.96		
	27925	12/11/2012	090297	Toner	101-215-727.00	80.99		
MMRMA								\$28,622.75
	27816	11/30/2012	M0001135	2nd Installment	101-103-831.00	23,372.75		
	27817	11/30/2012	R0001135	2nd Installment	101-103-831.00	5,250.00		



**MENOMINEE COUNTY
Claims Audit Report**

Vendor Name	Vcher#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General								
NKS Tire & Service, Inc.								
27887	12/12/2012	91331	Tires for 2012 Chevy Impala	205-315-934.02	543.88			\$598.87
27888	12/6/2012	91170	Alignment - 2012 Chevy Impala	205-315-934.02	54.99			
NMCOA Treasurer								
27804	12/20/2012	Dues	2013 Membership - Daniel Menacher	249-371-802.00	100.00			\$100.00
NOVA								
27884	11/28/2012	13495	Battery for Belt	101-301-934.00	25.00			\$25.00
Omnicare Pharmacy								
27880	11/30/2012	3582889	Inmate Medical Supplies	101-301-770.01	41.23			\$41.23
Pan-O-Gold Baking Co.								
27875	12/4/2012	00040683233904	Inmate Groceries	101-301-770.00	58.45			\$112.00
27876	11/27/2012	0004068323205	Inmate Groceries	101-301-770.00	53.55			
Pincrest Medical Center								
27885	12/1/2012	November 2012	Telephone Charges	205-315-727.00	15.00			\$15.00
PLASTOCON, INC								
27800	12/11/2012	76773	Tray Liners, Disposable Lids	280-362-755.00	285.42			\$285.42
Quill Corporation								
27860	12/5/2012	7698401	Office Supplies	101-301-727.00	194.17			\$194.17
Randall Phillipps								
27788	12/6/2012	1996-7944-DP	Court Appointed Legal - Ledger	101-131-807.00	37.50			\$300.00
27789	12/12/2012	2011-13782-DP	Court Appointed Legal - Nimner	101-132-807.00	100.00			
27796	12/7/2012	2010-13074-DP	Court Appointed Legal - Bell	101-131-807.00	75.00			
27797	12/7/2012	2003-10463-DS	Court Appointed Legal - Compo	101-131-807.00	75.00			
27801	12/7/2012	2009-12717-DP	Court Appointed Legal - Boucher	101-131-807.00	12.50			
RCOM								
27928	12/12/2012	11348	Expense Reduction Plan	101-103-850.00	227.16			\$227.16
REGISTER OF DEEDS								
27920	11/27/2012	Copies	Remon Copies - Grant Year 2012	243-246-801.07	111.00			\$111.00
Reinhart Foodservice								
27877	12/4/2012	155496	Inmate Groceries	101-301-770.00	1,029.02			\$1,029.02
Salfai, Sharon								
27971	12/19/2012	Reimbursement	Registered Mail Postage	101-132-729.00	27.90			\$27.90
SHAHEEN CHEVROLET								
27889	10/11/2012	310633	2010 Chevy Impala - Maintenance	205-315-934.02	540.33			\$540.33
Sherwin Williams Company								
27935	11/29/2012	8251-3	Paint (x2)	101-265-930.01	67.30			\$67.30
Squires-Stepniak, Rebecca								
27897	12/17/2012	Reimbursement	Water for Teen Court	296-667-801.02	7.98			\$7.98
State of Michigan-SupremeCourt								
27967	11/14/2012	Circuit Court 2012	Software Support (Oct, Nov, Dec 2012)	101-131-858.03	2,054.42			\$2,054.42
State of Michigan/7064CrownrDr								
27940	12/14/2012	Notary Bond	Jodie Barrotte	101-141-803.00	10.00			\$10.00
Stellar Pizza, LLC								
27898	12/17/2012	5011	Pizza for Teen Court	296-667-801.02	25.00			\$25.00

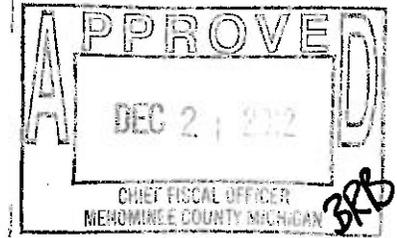


MENOMINEE COUNTY
Claims Audit Report

Vendor Name	Vcher#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General								
STEPHENSON MARKETING COOPERATI	27924	11/5/2012	421373	Parks - Supplies	208-751-742.00	4.29		\$4.29
TARGET INFORMATION MANAGEMENT	27929	12/12/2012	271027	District Forms	101-136-727.00	46.27		\$46.27
Terrl MacNeil	27779	11/28/2012	12-029-NA	Witness \$6.00 Mileage \$6.66	101-132-804.00	12.66		\$12.66
The Ebco Company, LLC	27938	12/11/2012	012209	Case Binders (x250)	101-215-727.00	455.00		\$455.00
Time Warner Cable	27871	12/6/2012	620475202	December 6, 2012 - January 5, 2013	101-301-770.00	124.16		\$124.16
TWIN CITY SERVICE AGENCY INC	27947	10/28/2012	155030	Notary Bond for Jodie Barrette	101-141-803.00	55.00		\$55.00
U.E.S. COMPUTERS, INC.								\$7,171.99
	27772	10/31/2012	36706	October 2012	101-103-857.00	165.00		
	27772	10/31/2012	36706	October 2012	101-215-970.00	90.00		
	27772	10/31/2012	36706	October 2012	256-277-728.00	180.00		
	27772	10/31/2012	36706	October 2012	101-215-970.00	30.00		
	27772	10/31/2012	36706	October 2012	101-265-850.01	30.00		
	27772	10/31/2012	36706	October 2012	205-315-850.00	210.00		
	27772	10/31/2012	36706	October 2012	101-215-970.00	27.00		
	27772	10/31/2012	36706	October 2012	101-103-857.00	20.00		
	27773	11/30/2012	37043	November 2012	101-103-857.00	634.98		
	27773	11/30/2012	37043	November 2012	101-301-834.01	330.00		
	27773	11/30/2012	37043	November 2012	101-136-910.00	115.00		
	27786	11/26/2012	62748	PO# 02740 - Wireless Project	101-103-970.09	4,911.00		
	27787	11/29/2012	62797	ROD Monitor	256-277-728.00	166.00		
	27912	12/3/2012	62840	Monthly DVD Backup - November 2012	101-103-857.00	100.00		
	27926	12/11/2012	62927	Toner	101-215-727.00	73.00		
	27942	12/12/2012	62944	Standard SSL Certificate	101-103-857.00	90.00		
UNIFORM SHOPPE								\$1,060.83
	27953	10/25/2012	214422	Vincent Studer	205-315-745.00	289.98		
	27957	10/19/2012	214265	Aaron Ihander	205-315-745.00	51.95		
	27958	10/19/2012	214266	Aaron Ihander	205-315-745.00	65.95		
	27959	11/8/2012	214918	Aaron Ihander	205-315-745.00	220.80		
	27963	10/31/2012	214639	Greg Peterson	205-315-745.00	147.85		
	27984	11/18/2012	215167	Mike Holmes	205-315-745.00	284.30		
UP 9-1-1 Authority	27793	12/7/2012		OSSi Maintenance PO# 02738 (12/29/12 - 12/28/13)	266-326-728.01	1,192.40		\$1,192.40
Valley Mechanical, Inc.	27807	12/7/2012	2321	Maintenance on Deli Unit in Kitchen	101-265-930.01	567.55		\$567.55
Warner, Fredrick								\$218.71
	27885	12/17/2012	5008	Can Zone	296-668-801.00	112.80		
	27896	12/17/2012		Reimbursement Mileage & Supplies - Can Zone	296-667-801.01	11.56		
	27896	12/17/2012		Reimbursement Mileage & Supplies - Can Zone	296-668-801.00	94.35		
WEST GROUP PAYMENT CENTER	27944	12/1/2012	826147073	November 2012	289-145-801.00	404.93		\$404.93
Wil-Kil Pest Control	27915	11/29/2012	2157323	Courthouse	101-265-801.00	60.00		\$60.00

**MENOMINEE COUNTY
Claims Audit Report**

Vendor Name	Vcher#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General								
WISCONSIN PUBLIC SERVICE CORP - P O BOX 19003	27914	12/6/2012	0402055840-00001	Jail - Electrical Services	101-265-920.03	4,081.43		\$4,081.43
Xerox Corporation (Sheriff)	27813	12/3/2012	065389884	Probation/Parole Office	101-131-942.00	79.77		\$79.77
Total Amount for Bank Account: General								\$164,018.71



**MENOMINEE COUNTY BOARD OF COMMISSIONERS
DISCUSSION ITEM**

SUBJECT:	Miscellaneous Boards/Committees/Commission reports
DEPARTMENT:	Administration
ATTACHMENTS:	yes
SUMMARY:	Miscellaneous Boards/Committees/Commission Reports, Discussion
RECOMMENDED MOTION	

Submitted by: Brian Bousley

 12/21/2012
Date

WORKSHOP ACTION

<input type="checkbox"/>	Forwarded to County Board for Approval as Recommended
<input type="checkbox"/>	Reviewed with no motion to carry forward
<input type="checkbox"/>	Continue after additional review/research is obtained
<input type="checkbox"/>	Recommended with the following change(s):

COUNTY BOARD ACTION

DATE:

<input type="checkbox"/>	Approved
<input type="checkbox"/>	Disapproved
<input type="checkbox"/>	Approved with the following change(s):

Cedarville Township Board Meeting

October 17, 2012

Call to Order: Supervisor Peterson called the meeting to order at 7:00 pm

Roll Call: Supervisor-Lin Peterson, Clerk-Donna Buechler, Treasurer-Carlynn Lynch, Trustee-Mike Schmidt, and 8 guests.

Clerk's report-Minutes from last meeting were unavailable.

Letter of resignation from Gerald Peterson was accepted. When advertising for a replacement we will list all three areas separately- Fox Park, Town Hall, and the cemetery. Warrant list numbers 13612 thru 13628 void 13611. Moved by Carlynn, second by Donna to accept Clerk's report. Motion carried.

Treasurer's report-Bank accounts and fund balances reconcile at \$101,139.19. Fox park usage was at 20%, up 5% from 2011. Carlynn had also compiled a list of camper comments. Moved by Mike, second by Donna to accept Treasurer's report. Motion carried.

Fire Chief's report-No word from DNR on the 50/50 grant. Fema awards start again in mid. Oct. Last Adopt-a-Highway was on Sept. 22. At Sept. Fire Chief meeting January 2013 was set as start of FFI & II Classes. Fall dry hydrant flush will be Nov. 3rd at 9 am. County Fire Fighter Association meeting on Oct. 25th. No runs this month. Moved by Carlynn, second by Mike to accept Fire Chief's report. Motion carried.

Assessor Report-Peggy is recommending 2.77% increase in agriculture, no change in commercial, and .4% decrease in residential. Jill things agriculture won't end up being that much. The thanked Carlynn and Mike for their support of her over the years. Moved by Donna, second by Mike to accept Assessor's report. Motion carried.

Supervisor/Building Authority Report-One building permit was issued. CUPPAD sent a call for projects letter Lin must fill out. County Rd Commission report states they completed projects on Flue Fox Lane and CR 55a with three-way money used at \$22,699.69. Total cost was \$37,925.35. Lin is asking for help dealing with phragmites to control spreading. Moved by Carlynn, second by Mike to accept Supervisor/Building Authority report. Motion carried.

Old Business:

Street lights-Not heard from Alger Delta

Cemetery-If Donna and Mike can coordinate a day to find markers otherwise in the spring.

Fox Park-Roy Hubbard reported he cut out the bad stuff and is planning for what is yet to come out.

Clean Kill-They've sprayed for flies and phragmyties.

NFIP-paperwork completed to be sent in.

Resolution 2012-1017 adopted. MI Community Resolution & Intergovernmental Agreement to Manage Floodplain Development For the National Flood Insurance Program. Mike-yes, Lin-yes, Carlyn-yes, Donna-yes.

New Business:

Minutes can be posted on County website once they have been approved.

FEMA costal maps are in storage room

BOR-We need to replace Jim Prestin to complete his term. Moved by Donna, second by Mike to allow Carol Prestin to be his replacement. Motion carried.

MTA Voter's Guide-Lin can forward to anyone who wants one.

Resolution 2012-1020a was adopted to form a receiving board to meeting new state election law. Mike-yes, Donna-yes, Lin-yes, Carlyn-yes.

Mike moved to adjourn, second by Carlyn. Motion carried.

MINUTES

**TWIN COUNTY AIRPORT COMMISSION
2801 NORTH 22ND STREET
MENOMINEE, MI 49858
906-863-8408**

Regular Session Meeting, 11/27/2012 – 4:30 p.m.

MEMBERS PRESENT: Jason Lauzer , James Furlong, Nick Lakari, Jim Pearson, Ted Sauve
MEMBERS EXCUSED: Dale Berman
OTHERS PRESENT: Airport Manager Tony Krysiak, Airport Lineman Jeff LaFleur, Nancy Douglas

1. Call to order

Chair Lauzer called the meeting to order at 4:30 p.m.

2. Pledge of Allegiance

3. Roll call

Commissioner Berman excused.

4. Approve/amend agenda

Motion (Sauve/Pearson) to approve the agenda. Vote – unanimous. Motion carried.

5. Approve/amend minutes of 9/18/2012, 10/16/2012, and 11/12/2012

Motion (Pearson/Furlong) to approve the minutes of September 18, 2012. Vote – unanimous. Motion carried.

Motion (Sauve/Lakari) to approve the minutes of October 16, 2012. Vote – unanimous. Motion carried.

Motion (Furlong/Pearson) to approve the minutes of November 12, 2012. Vote – unanimous. Motion carried.

6. Public comment

None

8. Discuss/consider proposed appraisal document, action if any

Motion (Lakari/Pearson) to approve the airport staff appraisal document as presented. Vote – unanimous. Motion carried.

9. Discuss/consider proposed airport fee schedule, action if any

Commissioner Lakari reported that with the exception of the monthly rent in the large hanger, the rest of the fees are unchanged. Changes to the monthly rent in the large hanger would take effect January 1, 2013.

Motion (Sauve/Pearson) to approve the fee schedule as presented. Vote – unanimous. Motion carried.

Limited Term Employees
Work Rules
Buildings and Grounds Recommendations

18. Schedule next meeting

The next meeting is scheduled for Tuesday, December 18 at 4:30 p.m.

19. Adjourn

Meeting adjourned at 5:17 p.m.

Respectfully submitted,
Gina K. Teeple
Marinette County Administrative Secretary

Date approved/corrected:

**Menominee-Delta-Schoolcraft
Community Action Agency**

**GOVERNING BOARD MEETING
Thursday, November 8, 2012
511 First Avenue North, Escanaba MI
1:30 p.m. (EST)**

MINUTES

The meeting was called to order at 1:32 p.m. by the Chair, Karen Wigand. A quorum was noted with the following in attendance:

MEMBERS PRESENT

Ken Bryant, Schoolcraft
Gil Vandenhouten, Menominee
Myra Croasdell, Delta
Cathy Mercier, Menominee
Walter Multerer, Menominee
Dan LaFoilie, Schoolcraft
John Stapleton, Schoolcraft
Eileen Martin, Schoolcraft
Geri Nelson, Delta
Bernie Lang, Menominee
Omer Doran, Schoolcraft
Susan Phillips, Schoolcraft
Pastor Ingmar Levin, Schoolcraft
Karen Wigand, Delta
Ken Penokie, Delta

OTHERS PRESENT

William Dubord, Executive Director
Cathy Pearson, Executive Assistant
Betsy Bennett, UAW 2172 Representative
Jennifer Anderson, UAW Unit 6 Chair
Mary Bunnin, FGP Director
Kim Johnson, Early Childhood Director
Connie Maule, SCP Director
Joe Dehlin, Weatherization Director
Sally Kidd, Senior Services Director
Theresa Nelson, RSVP Director

MEMBERS ABSENT

Julie Moberg, excused
Beth Pletcher, excused
Dave Anthony, excused
Mari Negro, excused
Tom Lippens
Dave Moyle

Ms. Wigand introduced and welcomed new board member Cathy Mercier who is replacing Brenda Moya as the U.P. Rural Health representative.

APPROVAL OF OCTOBER 11, 2012 GOVERNING BOARD MINUTES

Members received a copy of the October 11, 2012 Governing Board minutes for their review. There were no questions or comments and **THEY WERE APPROVED WITH A MOTION FROM WALTER MULTERER, SECONDED BY GIL VANDENHOUTEN; MOTION CARRIED.**

FINANCE COMMITTEE REPORT

The Chair called on Treasurer Dan LaFoilie who reported that the Finance Committee reviewed the September Accounts Payable schedule and **HE MOVED THEY BE APPROVED, SECONDED BY BERNIE LANG; MOTION CARRIED. (see attachment "A").**

ACCEPTANCE OF 8/20 & 9/19/12 HEAD START POLICY COUNCIL MINUTES

Members received a copy of the 8/20 & 9/19/12 Head Start Policy Council minutes for their review. There were no questions or comments **AND THEY WERE ACCEPTED UPON A MOTION FROM JOHN STAPLETON, SUPPORTED BY BERNIE LANG; MOTION CARRIED.**

APPROVAL OF 2013 GOVERNING BOARD MEETING SCHEDULE

Members received a proposed meeting schedule for 2013 and it was noted that the December meeting should be the 5th rather than the 6th. **OMER DORAN MOVED TO APPROVE THE 2013 BOARD MEETING SCHEDULE, SECONDED BY SUSAN PHILLIPS; MOTION CARRIED.**

EXECUTIVE DIRECTOR'S REPORT

Chair Wigand called on Bill Dubord who reported that we received a Notice of Funding Award (NOFA) for Head Start/Early Head Start that is only for a partial year (until March) as the Federal Government is operating under a Continuing Resolution.

He informed the board that tax and spending disagreements continue to plague our government. This is raising fear for the "Fiscal Cliff" and sequestration if something isn't done before the first of the year. If nothing is resolved an 8% across the board cut will be made to all federal programs.

PASTOR LEVIN MOVED TO ACCEPT THE EXECUTIVE DIRECTOR'S REPORT, MYRA CROASDELL SUPPORTED THE MOTION; MOTION CARRIED.

PUBLIC COMMENT/OTHER BUSINESS

Ms. Wigand called on Jennifer Anderson, Unit 6 Chair for Head Start Local 2172. She introduced Betsy Bennett, International Representative. Ms. Anderson told the board that the union membership asked her to speak on their behalf to create a positive relationship between management and labor. To help achieve this, more open communication between labor and management with more face to face time rather than emails is encouraged. They also hope to strengthen labor/management meetings and not reschedule them. She noted that the union wants a fair and equal workplace as well as equal say in developing policies.

ADJOURNMENT

There being no further business **THE MEETING ADJOURNED AT 1:45 P.M. WITH A MOTION FROM JOHN STAPLETON, SECONDED BY DAN LAFOILLE; MOTION CARRIED.**

THE NEXT MEETING IS THURSDAY, DECEMBER 6, 2012 AT 1:30 P.M. (est)

THE FINANCE COMMITTEE HAS REVIEWED THE SEPTEMBER 2012 ACCOUNTS PAYABLE SCHEDULES FOR **MDS COMMUNITY ACTION AGENCY**. WE HAVE DETERMINED THAT EXPENDITURES ARE REASONABLE AND PROPERLY CHARGED WITHIN BUDGETARY RESTRICTIONS AS FOLLOWS:

HEAD START	\$	135,140
EARLY HEAD START		53,327
EARLY-ON CHILDHOOD		854
GSRP		20,070
HANNAHVILLE FUNDS		3,994
ASSET & LIABILITY ACCOUNTS		77,798
TOTAL	\$	291,183

SIGNED 
(TREASURER)

DATE 11/8/12

**Menominee-Delta-Schoolcraft
Human Resources Authority**

**GOVERNING BOARD MEETING
Thursday, November 8, 2012
511 First Avenue North, Escanaba MI
1:45 p.m. (EST)**

MINUTES

The meeting was called to order at 1:46 p.m. by the Chair, Karen Wigand. A quorum was noted with the following in attendance:

MEMBERS PRESENT

Ken Bryant, Schoolcraft
Gil Vandenhouten, Menominee
Myra Croasdell, Delta
Cathy Mercier, Menominee
Walter Multerer, Menominee
Dan LaFoilie, Schoolcraft
John Stapleton, Schoolcraft
Eileen Martin, Schoolcraft
Geri Nelson, Delta
Bernie Lang, Menominee
Omer Doran, Schoolcraft
Susan Phillips, Schoolcraft
Pastor Ingmar Levin, Schoolcraft
Karen Wigand, Delta
Ken Penokie, Delta

OTHERS PRESENT

William Dubord, Executive Director
Cathy Pearson, Executive Assistant
Betsy Bennett, UAW 2172 Representative
Jennifer Anderson, UAW Unit 6 Chair
Mary Bunnin, FGP Director
Kim Johnson, Early Childhood Director
Connie Maule, SCP Director
Joe Dehlin, Weatherization Director
Sally Kidd, Senior Services Director
Theresa Nelson, RSVP Director

MEMBERS ABSENT

Julie Moberg, excused
Beth Pletcher, excused
Dave Anthony, excused
Mari Negro, excused
Tom Lippens
Dave Moyle

Ms. Wigand introduced and welcomed new board member Cathy Mercier who is replacing Brenda Moya as the U.P. Rural Health representative.

APPROVAL OF OCTOBER 11, 2012 GOVERNING BOARD MINUTES

Members received a copy of the October 11, 2012 Governing Board minutes for their review. There were no questions or comments and **THEY WERE APPROVED WITH A MOTION FROM KEN BRYANT, SECONDED BY SUSAN PHILLIPS; MOTION CARRIED.**

FINANCE COMMITTEE REPORT

The Chair called on Treasurer Dan LaFoilie who reported that the Finance Committee reviewed the September Accounts Payable schedule and **HE MOVED THEY BE APPROVED, SECONDED BY OMER DORAN; MOTION CARRIED. (see attachment "A").**

ACCEPTANCE OF STAFF MONTHLY REPORTS

Members received copies of the Weatherization, Senior Companion and Senior Services monthly reports for their review. There were no questions or comments **AND THEY WERE ACCEPTED WITH A MOTION FROM MR. LAFOILLE, SUPPORTED BY BERNIE LANG; MOTION CARRIED.**

APPROVAL OF 2013 GOVERNING BOARD MEETING SCHEDULE

Members received a proposed meeting schedule for 2013 and it was noted that the December meeting should be the 5th rather than the 6th. **JOHN STAPLETON MOVED TO APPROVE THE 2013 BOARD MEETING SCHEDULE, SECONDED BY MR. DORAN; MOTION CARRIED.**

EXECUTIVE DIRECTOR'S REPORT

Karen Wigand called on Bill Dubord who informed the members that our CSBG, LIHEAP, Weatherization, Tax Prep and Deliverable Fuels programs were monitored by DHS on 10/31 & 11/1/12.

The monitoring went well with no findings and very minor recommendations.

Members were given a copy of the latest agency annual report for October 1, 2011 – September 30, 2012.

The Executive Director announced that we have received \$219,000 in deliverable fuel funds. We are now required to get receipts at the time of delivery per our contract.

The auditors will be in doing preliminary work at the end of November.

Mr. Dubord reminded the members that we are still dealing with the lease at the Escanaba Senior Center after the City of Escanaba added a clause requiring us to monitor and bar anyone on the sexual registry from attending the center. The City does not require this at any of their other facilities. We are currently operating under our old lease and are meeting with the City next week to come to some resolution. In the meantime, a locking gate is engaged between the Civic Center and the Senior Center.

PASTOR LEVIN MOVED TO ACCEPT THE EXECUTIVE DIRECTOR'S REPORT, JOHN STAPLETON SUPPORTED THE MOTION; MOTION CARRIED.

PUBLIC COMMENT/OTHER BUSINESS

Ms. Wigand called on Cathy Pearson who announced that we will be reinstating the Walk for Warmth in Schoolcraft County. We will be holding a walk and a breakfast on Saturday, February 23rd and this will coincide with Manistique's Snow Fest. Mr. LaFoille and Pastor Levin have agreed to serve on the steering committee. Ms. Pearson noted Don Tyrrell and Belinda Gardapee can use all the help they can get in getting this campaign off the ground. Susan Phillips indicated she would help as well.

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The Executive Director wished the deer hunters luck and everyone else a Happy Thanksgiving.

ADJOURNMENT

There being no further business **THE MEETING ADJOURNED AT 2:10 P.M. WITH A MOTION FROM KEN BRYANT, SECONDED BY MYRA CROASDELL; MOTION CARRIED.**

THE NEXT MEETING IS THURSDAY, DECEMBER 6, 2012 AT 1:30 P.M. (est)

Attachment "A"

THE FINANCE COMMITTEE HAS REVIEWED THE SEPTEMBER 2012 ACCOUNTS PAYABLE SCHEDULES FOR HUMAN RESOURCES AUTHORITY. WE HAVE DETERMINED THAT EXPENDITURES ARE REASONABLE AND PROPERLY CHARGED WITHIN BUDGETARY RESTRICTIONS AS FOLLOWS:

<u>SENIOR CITIZENS</u>	<u>\$</u>	<u>185,515</u>
<u>VOLUNTEER PROGRAMS</u>		<u>60,051</u>
<u>NUTRITION</u>		<u>120,275</u>
<u>STATE & LOCAL PROGRAMS</u>		<u>80,347</u>
<u>ENERGY AND HOUSING</u>		<u>41,613</u>
<u>ASSET & LIABILITY ACCOUNTS</u>		<u>70,317</u>

TOTAL \$ 558,118

SIGNED 
(TREASURER)

DATE 11/8/12

The Menominee County Board of Road Commissioners held a special meeting in their offices north of Stephenson on Tuesday, December 4, 2012. Chair Anderson called the meeting to order at 9:00 a.m. with the following persons present or absent:

Present: William Anderson, Roger Betzinger, Anthony Kakuk, Darrell Moilanen and Lisa Savord. Also present was Mark Jasper.

Absent: None

The Pledge of Allegiance was recited.

Public comments – None.

Public Appearances – None.

Discuss request to abandon a portion of No. 36 Lane – Moilanen stated that abandonment petitions had been received requesting abandonment of a portion of No. 36 Lane. It was noted that the four petitions submitted all had differing descriptions of the portion of the road to be abandoned. Following discussion it was decided that the petitions were not clear enough regarding the portion of the road that was being requested to be abandoned. Moved by Kakuk, seconded by Betzinger to have Moilanen send a letter to the petitioner stating that the petitions are invalid and new petitions would need to be submitted with the road description corrected. Carried unanimously.

Discuss Local Bridge Program funding award letter – Moilanen stated that a letter had been received from MDOT stating that the Local Bridge Advisory Board has approved the bridge on F-1 Road over Ten Mile Creek for replacement during the 2015 fiscal year. Moved by Betzinger, seconded by Kakuk to have Moilanen hire a consultant to design the new bridge. Carried unanimously.

Discuss request from Menominee Township for Bay de Noc Road project – Moilanen stated he had received a request from Supervisor Ken Goffin for cost estimates to pave CR338 and to reconstruct Bay de Noc Road from Evergreen Road to 48th Avenue. Discussion was held regarding the level of cost sharing between the townships and the road commission and how much the road commission could afford to contribute. Moilanen will prepare the estimates and the board will decide at a later date if there will be a change to the current cost sharing policy.

Betzinger noted that there is a dip on CR358 near the Vincent Farm that is getting worse. Anderson stated that there is also a dip on 400 Road by the first swamp that needs to be looked at. Kakuk stated that he had received a request to have limbs cut on River Road, For approximately 2 miles south of G08, that are hanging over the road. Moilanen will check on all these items.

Other business –

Commissioner Betzinger moved for the adoption of the following resolution:

WHEREAS, it is the intent of the Menominee County Road Commission to Crack Fill, Chip Seal and install pavement markings on various roads within Menominee County, using STP, Federal D and State D Funding.

AND WHEREAS, it is necessary to complete the forms and contracts for such funds,

NOW THEREFORE BE IT RESOLVED, that the Chair or Vice-Chair are herewith authorized and empowered to enter into and sign any and all agreements necessary to receive STP, Federal D and State D Funds for the project listed above.

Seconded by Commissioner Kakuk and carried by the following vote: Ayes: 3; Nays: 0.

Moilanen presented the board with the contract with Harris Township for the construction of Spring Green Road. Moved by Kakuk, seconded by Betzinger to sign the contract. Carried unanimously.

Moilanen presented aerial photos to the board of the Road Commission buildings and grounds in Stephenson that had been taken by Scenic Concepts. Moved by Betzinger, seconded by Kakuk to purchase a 16 x 20 framed print to be displayed in the board room for a cost of \$229.00. Carried unanimously.

Moilanen stated that there were surplus desks and other items that he would like to offer for sale to the employees on bids. The board concurred with this decision.

Public Comments – None.

There being no further business, Anderson declared the meeting adjourned at 9:33 a.m.

Road Commission Finance Director-Clerk

Road Commission Chair

The Menominee County Board of Road Commissioners held a regular meeting in their offices north of Stephenson on Tuesday, November 13, 2012.

Chair Anderson called the meeting to order at 9:00 a.m. with the following persons present or absent:

Present: William Anderson, Roger Betzinger, Anthony Kakuk, Darrell Moilanen and Lisa Savord. Also present were Darlene Nerat, John Nerat, Dale Axtell, David Wesoloski, Joe Skrobiak, and Mark Jasper.

Absent: None.

Public comments – Joe Skrobiak thanked the board for the graveling done on State W-2 Road.

Public appearances – None

Additions/corrections to minutes for 10/09/12 – There being no additions or corrections, Anderson declared that the minutes will stand as written.

Financial Report –

	Receipts	Expenditures	Payables / Reserves	Balances
Balance, October 8, 2012				\$1,152,934.87
Receipts thru 10/31/12	373,099.91			
Expenditures thru 10/31/12		311,316.70		
Balance, October 31, 2012				1,214,718.08
Michigan Transportation Funds	290,079.39			
Receipts thru 11/12/12	28,075.56			
Expenditures thru 11/12/12		143,314.58		
State Maint. & Equip. Advances			141,478.00	
Balance, November 12, 2012	691,254.86	454,631.28	141,478.00	1,248,080.45
<u>Payables & Reserves</u>				
Payroll 11/22 and 12/06 (Est.)			127,000.00	
Soc. Sec. 11/22, and 12/06 (Est.)			9,715.50	
Reserve for workers compensation insurance			20,192.03	
Reserve for liability insurance			82,593.00	
Reserve for rental grader lease (Dec 2009)			55,334.59	
Reserve for rental grader leases (Oct 2010)			193,071.96	
Reserve Hannahville 2% Funds-Sign Truck			22,500.00	
Reserve for 2011/12 bridge inspections & load ratings			4,920.00	
Reserve for F-4 Lane bridge (Harris Twp)			575.25	
Reserve for design of River Drive			14,960.00	
Reserve for Forest Funds			161,015.11	
Reserve for equipment (Sign Truck)			117,052.00	(808,929.44)
				\$ 439,151.01

There being no questions or comments, Anderson declared the financial report accepted as read.

Vouchers # 13-0004, 13-0006, 13-1031 and 13-0008 – Moved by Betzinger, seconded by Kakuk that the vouchers be approved and ordered paid. Carried unanimously.

Permission to send employees to Material Acceptance Process Seminar – Moved by Kakuk, seconded by Betzinger to send Moilanen and Steve Schlenvogt to the training scheduled for December 12, 2012 at the Delta County Road Commission. Carried unanimously.

Discuss employee compensation for Snow Plow Safety and UST Class B Operator designation – Moved by Kakuk, seconded by Betzinger to compensate union employees for these additional duties as follows: Snow Plow Safety - \$100/year and UST Class B Operator - \$500/year. Carried unanimously.

Sign 2% Grant Agreement with Hannahville Indian Community – Moved by Betzinger, seconded by Kakuk to have the board chair sign the agreements for a 2% grant to purchase new traffic counters. Carried unanimously.

Discuss CRAMMY Award entry – Moilanen stated that CRAM accepts entries each year for their CRAMMY Awards to be given at their annual meeting. Kakuk stated that he would like to see the road commission prepare an entry submission for the 3-Way Funding Program. Moved by Anderson, seconded by Kakuk to have Moilanen and Savord prepare the award submission to present to the road commission board for approval at the December regular meeting. Carried unanimously.

Any other business – Moilanen informed the board that he had hired DGR Engineering to perform six traffic counts that need to be submitted with the federal aid application for the chip seal projects for 2013.

Public Comment – Dave Wesoloski stated that he thought it was a good idea to stress the inter-governmental success of the 3-Way Program in the Award application. Mr. Wesoloski also asked if the design work had been started for the River Drive project. Moilanen stated that it had begun and was scheduled to be completed in June 2013.

Dave Wesoloski discussed the upcoming MTA Annual program to be held December 8, 2012 and noted that the officials from the cities and villages had been invited to attend also.

Joe Skrobiak asked if the sign truck had been delivered yet. Moilanen stated that it had been delivered, but was sent back for additional painting which should be complete within a week. Mr. Skrobiak also asked if a “Hidden Entrance” sign could be placed near his house on Miscauno Island Road. Moilanen stated that he would check the area and if there was more than 600 feet of visibility, then no sign would be needed.

Darlene Nerat asked for clarification on agenda item # 9, which Moilanen provided.

Joe Skrobiak stated that there had been logging done on State W-2 Road next to the roadway and that several large stumps had been left behind that may pose a hazard. Moilanen replied that the road commission planned on renting a stump grinder in the spring to grind down these stumps and others in the county.

There being no further business, Anderson declared the meeting adjourned at 9:22 a.m.

Road Commission Finance Director / Clerk

Chair