

*"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 DuPont - Administrative Assistant  
Telephone: (906) 863-7779 or 863-9648  
Fax: (906) 863-8839*

The Menominee County Board of Commissioners  
will meet on **Tuesday ~ June 25, 2013 @ 6:00 p.m. CDT**  
at Meyer Township Hall, Hermansville, MI

### **AGENDA**

- A. Call to Order
- B. Pledge of Allegiance
- C. Roll Call
- D. Approval of the Agenda
- E. Approval of Previous Minutes ~ June 11, 2013
- 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 FY 2012/13 Budget amendments #2 as recommended by the Finance Committee.
  - 2. Moved by \_\_\_\_\_ seconded by \_\_\_\_\_ to approve payment of Commissioner Per Diems and expenses as recently submitted.
  - 3. Moved by \_\_\_\_\_ seconded by \_\_\_\_\_ to approve miscellaneous bills as paid on June 3 & 6, 2013 in the amount of \$65,454.78.
  - 4. Moved by \_\_\_\_\_ seconded by \_\_\_\_\_ to place miscellaneous boards/committees/commission reports on file in the office of the County Clerk.
- J. New Business (discussion only)
  - 1. Personnel Items:
    - a. Affordable Care Act ~ Part time hours
  - 2. Building and Grounds/Park Items:
    - None
  - 3. Miscellaneous Items:
    - a. Resolution 2013-12 ~ Support the use of VTC (Video Teleconferencing) for local Assessor and Equalization Director training

*Bernie Lang    Charlie Meintz - Chairperson    Larry Schei - Vice Chairperson    James Furlong  
Doug Krienke    John Nelson    Chris Plutchak    Gerald Piche    Jan Hafeman*

4. Finance Items

- a. DHS requesting reconsideration of meeting fee reimbursement
- b. Commissioner Per Diems and expenses
- c. Miscellaneous bills as paid on June 18 & 20, 2013 in the amount of \$59,995.25

K. Misc. Boards/Committees/Commissions Reports

L. Public Comment (*limited to 5 minutes*)

M. Commissioner Comment

N. Adjourn

June 11, 2013

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 in the Meyer Township Hall, Hermansville, Michigan.

Chairman Meintz called the meeting to order at 6:00 P.M. followed by the Pledge of Allegiance.

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

Present: Coms. Furlong, Hafeman, Krienke, Lang, Meintz, Nelson, Piche, and Schei.

Absent: Com. Plutchak (excused)

Moved by Com. Hafeman, seconded by Com. Piche to approve the agenda. Motion was approved 8-0.

Com. Meintz stated that the previous minutes would need to be corrected under Public Comment to show that Stephanie Bruno is a Program Instructor, and not a MSU Educator.

Moved by Com. Furlong, seconded by Com. Hafeman to approve the minutes from the May 28, 2013 Regular County Board Meeting as amended. Motion was approved 8-0.

**Public Comment:** None.

**Presentations:** None.

**Department Head/Elected Officials Reports:**

- Diane Lesperance, Treasurer – She explained that she spoke with the Superintendent of Stephenson Public Schools. The school district collected too much in taxes last year. The school district passed a debt reduction millage in 2000 that was for a period of 12 years, or less if the debt was retired. The debt was retired in 2011 but the district still collected the taxes in 2012. Between the district, their attorney and the State of Michigan they have resolved this issue by reducing the amount the school district residents will pay on the state required 6 mills to 3.8 mills for this year.

Moved by Com. Hafeman, seconded by Com. Furlong to approve Resolution 2013-11 ~ Menominee County 9-1-1 Surcharge. Motion was approved 8-0. (Attachment A)

Moved by Com. Furlong, seconded by Com. Hafeman to approve the requested holiday dates from the Veterans' Council of Menominee, to ring the Courthouse Bell. (Memorial Day, Flag Day, Independence Day, Labor Day, Sept. 11<sup>th</sup>, Veterans Day). Discussion ensued. Com. Krienke stated he does not know why Labor Day is always celebrated in hallowed days of our country's history. Motion was approved 7-1. Com. Krienke voted nay.

Moved by Com. Furlong, seconded by Com. Hafeman to approve payment of Commissioner Per Diems and expenses as recently submitted. Motion was approved 8-0.

Moved by Com. Furlong, seconded by Com. Schei to approve miscellaneous bills as paid on May 16 & 23, 2013 in the total amount of \$157,826.34. Motion was approved 8-0.

Moved by Com. Schei, seconded by Com. Piche to place miscellaneous boards/committees/commission reports on file in the office of the County Clerk. Motion was approved 8-0.

### **New Business (discussion only)**

#### **Personnel Items:**

- a. None

#### **Building and Grounds/Parks Items:**

- a. Cedarville Township – Development of Fox Park. – Lin Peterson, Cedarville Township Supervisor, addressed the County Board in regards to what the township has been doing to upgrade Fox Park. In the 1990's the County turned over Fox Park to Cedarville Township, but placed a reversionary clause in the deed that stated "Conditioned that said premises shall not be used for anything other than a public park. If said premises ceases to be used as a public park, it shall revert back to Menominee County". The township would like the county to remove this clause so that they can sell two lots off of the south end of the park to pay for future upgrades to the park. Lin has met with Brian Bousley and Prosecuting Attorney Dan Hass in regards to this. Before the township will proceed with their attorney, and a surveyor they would like to know that the County Board is in favor of this. Lin explained there is not much for economic development in Cedarville Township and upgrading this park would really help the township in the long run. Com. Lang stated that we would be very short sighted not to go along with Cedarville Township on this. Lin explained that the State of Michigan would be providing them with some matching grants for a number of these upgrades. Com. Nelson asked if those two lots would be the only ones to have the clause removed and if the rest of the park would remain intact with the reversionary clause. Com. Schei agrees with only having the clause removed on the two lots. Com. Hafeman likes the idea of upgrading the park. The consensus of the board is to move this item forward for approval removing the reversionary clause only from the 2 lots the township wishes to sell. Dan Hass will also have to look into this a little more to make sure there are no other restrictions that would prohibit this from happening.
- b. Shakey Lakes ~ Black top at new Bath House. – Com. Hafeman asked how much it will cost to black top. Brian Bousley stated that if we go out for sealed bids it will increase the cost. He would prefer if the board will allow him to speak with different contractors and we can get a better price. Com. Nelson asked how many square feet would need to be black topped. Com. Hafeman asked if the park system has the money for this. Brian stated the parks have the money already budgeted for this. Com. Furlong asked why it would be cheaper to not go out for bids. Brian explained that there are only two companies in the area that would do this work. If it goes out for bids another company would be hiring one of the local contractors to do this work. This would cause the contracted price to be higher. Com. Hafeman asked if there is more prep work that needs to be done. Com. Nelson asked if we could consider chip sealing it instead. He also stated that this would probably be about 1/3

the cost of black topping. Com. Krienke suggested crushed limestone instead. Com. Schei asked what the Parks Committee was recommending. Brian stated that our bylaws allow us to contact contractors directly instead of going out for sealed bids. Com. Furlong asked how we would go about picking a contractor. Brian stated that he and Dan Menacher would research it. Com. Nelson asked if this is something that has to be done now because of the possible shortfall in money the county is facing. Brian explained that this is something that needs to be done because of the weathering and high traffic areas around the bath house will make the area a liability. Com. Nelson stated that he wants to know the area first for an estimate. Com. Meintz suggested having the two local companies come in and measure it up and give us an estimate so we have a reasonable idea. Com. Nelson asked how much was budgeted for it. Brian stated \$300,000 for the building and we have spent a little over \$200,000. Com. Meintz thinks it will be a little over \$10,000 - \$15,000. The cost does usually go up. Com. Schei is in favor of getting an idea on the cost. The consensus of the board is to get some prices and make a decision from there.

**Miscellaneous Items:**

- a. None

**Finance Items:**

- a. FY 2014 Agreement for Extension Services provided by Michigan State University (MSU). – Doug Brahee from MSU updated the board and answered questions that the commissioners had asked at the previous County Board Meeting. He explained that Warren Schauer MSU Educator in Delta County will be moving his office to the Menominee County Annex, and this will be his home office. Doug went through all of the duties that Warren will be performing. He stated that his program delivery area will be the entire U.P. He will also have some statewide responsibilities. Com. Nelson asked how many days a week Warren will be in Stephenson. Doug stated anywhere from 2-3 days a week. Com. Nelson stated that was only part-time then, not fulltime. Doug explained it will be the same as in every other county. We will be pulling in educators from other counties as needed, just like Warren will be working in other counties from time to time. Com. Nelson asked why the largest agricultural county in the U.P. has fewer educators than in the other counties? Com. Meintz stated that he is not entirely satisfied with all the answers. He asked what all these educators are doing when they are out and about. He also wanted to know who was monitoring their whereabouts. Com. Furlong commented that all of this came about when there were funding cuts with MSU. He feels that MSU should be putting the educator in this office as much as they are in any of the other counties. Doug addressed questions as to what the MOA (memorandum of agreement) pays for. Com. Meintz feels that we should continue discussions regarding the MOA, and possibly look at dropping the services with MSU. Com. Nelson stated that he personally knows Warren and thinks that he will be a good person for us to have as an Educator. Com. Furlong stated that we need an Educator in Menominee County, and we should take Doug at his word and maybe see some time sheets so we have a good feeling on how many days/hours a week we are being provided with services. The consensus of the board is to keep going forward with the MOA, but they would like to see verification of the work being done.
- b. DHS is requesting reconsideration of meeting fee reimbursement. – Brian explained the letter he received from Russell Sexton. DHS feels that their board members are not volunteers and should be paid for their services. This is contrary to the Menominee County Bylaws. Com. Hafeman discussed the bylaws. The State of

Michigan appoints one member to the DHS Board, and Menominee County appoints 2. Menominee County currently appropriates DHS \$9,000, which is what the board members are paid from. Brian stated that he checked with Delta and Dickinson Counties and they both pay less than Menominee County does. Com. Lang asked questions and discussed other boards and committees and asked why some are paid and some are not. Com. Lang stated that we are not being consistent. Com. Nelson feels that this should be looked at when we are revising our bylaws. We need to obtain more information on who is being paid and who is not. The consensus of the board is to review this issue when we are reviewing the bylaws.

- c. Commissioner Per Diems and expenses. – The consensus of the board is to move this item forward to the next meeting for approval.
- d. Miscellaneous bills as paid on June 3 & 6, 2013 in the amount of \$65,454.78. – Com. Hafeman asked about the Title 4 funding appeal. Brian explained that was involving Judge Hupy, and the State refusing to pay. Com. Nelson explained this a little further. Com. Hafeman asked about a charge to Tony's Green Thumb for flowers. She asked why we are not getting flowers from Menominee County instead. Brian explained how and where Mary purchases the flowers. The consensus of the board is to move this item forward to the next meeting for approval.

**Misc. Boards/Committees/Commissions Reports:**

The consensus of the board is to move this item forward to the next meeting for approval.

Chairman Meintz called for public comment

**Public Comment:**

- John Anderson – Commented about the Stephenson School District tax issue, and someone from there should have been at the meeting. He is not sure where the MERS issue sits, but it is a bill that has to be paid. The courthouse is older and outdated.
- Dick Peterson – Commented on the Wild Rivers program and the invasive species in the area. He also stated that he has been elected as director for Menominee County.
- Diane Lesperance – Commented that she agreed with John Anderson regarding the Stephenson Schools.
- Bob Desjarlais – Commented on the blacktopping at Shakey Lakes Park. It would also be blacktopping a handicap camping site. He stated that he also agrees with John Anderson regarding the tax issue. Lastly he commented that if committee members are considered volunteers and should not get paid, then the County Commissioners should not be paid for those meetings either.
- Lin Petersen – Commented on the invasive species, and there will be a meeting at the Cedarville Township hall. Delta County is in the process of trying to eliminate the fragmities.
- Gary Eichhorn – Commented that the board should get prices on crushed limestone for Shakey Lakes. He asked how many acres are the lots that Cedarville Township is looking to sell. He also stated that Action Item #1 should have figures attached to it if the board is going to be voting to raise our taxes.
- Laurie Riedy – Commented about demolition of the Red Brick building was suppose to start on Monday, and did not.
- Diane Lesperance – Commented that the demolition was supposed to start on Monday, but they may have been doing prep work. She also stated that Menominee County did not have a say in how Stephenson Schools handled the tax issue.

- Gary Eichhorn – Commented about the Extension Office. If we have a contract for 40 hrs/week and we are not getting that many we should stop paying.

**Commissioner Comment:**

- Com. Schei – Commented that Com. Hafeman attended a meeting with Rep. McBroom and has information for the board.
- Com. Hafeman – Discussed the meeting with Rep. McBroom. He spoke about MERs, CRF land, offering training for assessors and equalization directors in the U.P. by video conferencing, a land cap in place for State land purchases, phasing out of personal property taxes and the Pincrest Board. She also read a certificate she was going to present Com. Lang with at the last meeting for his 80<sup>th</sup> Birthday.
- Com. Lang – Commented that former Commissioner Floyd Berger passed away. He also commented about an organization he belongs to in Michigan and an article that was written about Owen Hammerberg who was born in Daggett.
- Com. Nelson – Commented that the Finance Committee will be meeting on June 17<sup>th</sup> at 9:00 a.m. and he hopes Brian will have the numbers from MERS by then.

**Any other items members may wish to present:** None.

Moved by Com. Furlong, seconded by Com. Piche to adjourn at 7:41 p.m. Motion was approved 8-0.

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Charlie Meintz, Chairman

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Marc Kleiman, County Clerk

## MENOMINEE COUNTY BOARD OF COMMISSIONERS AGENDA ITEM

<b>SUBJECT:</b>	<b>2012/13 Budget Amendments #2</b>
<b>DEPARTMENT:</b>	<b>Finance Committee</b>
<b>ATTACHMENTS:</b>	<b>Yes</b>
<b>SUMMARY:</b>	
The Finance committee met on 6/17/13 and forwarded the budget amendments #2 to the County Board for approval.	
<b>RECOMMENDED MOTION</b>	
To approve FY 2012/13 Budget amendments #2 as recommended by the Finance Committee.	

Submitted by:     **Brian Bousley**    

    **06/20/2013**      
Date

**WORKSHOP ACTION**

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

**COUNTY BOARD ACTION**

**DATE:**

	<b>Approved</b>
	<b>Disapproved</b>
	<b>Approved with the following change(s):</b>

2012/13

**BUDGET AMENDMENT #2 - 6/17/13 Finance Com. Forwards to the CB for approval**

14	5/17/2013	Hannahville 2% Grant Received Road Patrol	\$ 34,507.00 \$ 34,507.00	205-000-441.00 205-315-974.00
15	5/31/2013	Hannahville 2% Grant Received Sheriff Dept.	\$ 21,214.00 \$ 21,214.00	101-000-441.02 101-301-934.03
16	5/30/2013	Hannahville 2% Grant Received Emergency Management	\$ 3,335.13 \$ 3,335.13	101-000-441.04 101-426-934.02
17	6/13/2013	Memberships/subscriptions Travel Veterans Services	\$ 399.00 \$ (399.00)	101-682-802.00 101-682-860.00

MENOMINEE COUNTY  
REQUEST FOR **BUDGET AMENDMENT**  
BUDGET YEAR: 2012 - 2013

Please INCREASE Amount  
by:

\$34,507.00

Revenue Account:

205-000-441-00

Expenditure Account:

205-315-974-00

Date of Request:

May 17, 2013

Justification:

K-9 Tahoe – Hannahville grant

Name of Requesting Dept:

Menominee County Sheriff Dept.

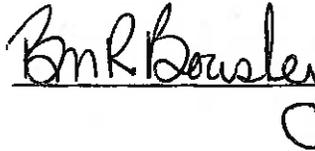
Name of Elected  
Official/Dept Head:

Undersheriff Michael Holmes

Signature of Elected  
Official/Dept Head:

  
\_\_\_\_\_

Approval by Chief Fiscal  
Officer:

  
\_\_\_\_\_

Date Approved by Board (if  
required) on:

\_\_\_\_\_

Date Posted to General  
Ledger:

\_\_\_\_\_

Posted to Ledger by:

\_\_\_\_\_

**Menominee County**  
Request for Budget Amendment

*Sheriff Dept.*

Budget Year: 2012/2013

Please Increase

Revenue/Expenditure Account	<u>101-000-441.02</u>	by	<u>21,214.00</u>
	<u>Hannahville Grant-Sheriff</u>		
	<u>101-301-934.03</u>		<u>21,214.00</u>
	<u>Casino Grant</u>		
	_____		_____
	_____		_____
	_____		_____

Please Decrease

Revenue/Expenditure Account	_____	by	_____
	_____		_____
	_____		_____
	_____		_____
	_____		_____
	_____		_____

Date of Request 5/31/13

Justification Grant received (Awarded) Was not in Budget.

Requesting Department Sheriff Dept.

Elected Official/Dept. Head *[Signature]*

Chief Fiscal Officer's Approval Brian R. Busby

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

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

**Menominee County**

**Request for Line Item Amendment**

Budget Year: 2012-2013  
~~2012-2013~~

Please Increase

Revenue/Expenditure Account 101-000-441.04 by \$3,335.13  
101-426-934.02 \$3,335.13  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Please Decrease

Revenue/Expenditure Account \_\_\_\_\_ by \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Date of Request 5/31/2013

Justification Awarded Hannabville 2% grant - Polaris  
Requesting Department Emergency Management Ranger  
Accessories

Requested Official/Dept. Head Trina Rabida

Chief Fiscal Officer's Approval Brian Beasley

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

Requested by: \_\_\_\_\_

Menominee County  
Request for Budget Amendment

Veterans Serv.

Budget Year: 2012/13

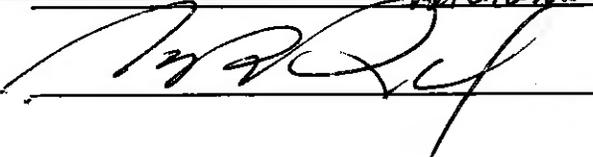
Please Increase  
Revenue/Expenditure Account Memberships/Subsc. by 399.00  
101-682-8027.00

Please Decrease  
Revenue/Expenditure Account TRAVEL by 399.00  
101-682-860.00

Date of Request 6/13/13

Justification Computer software - State was suppose to pay for -  
they did NOT.

Requesting Department Veterans Services

Selected Official/Dept. Head 

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

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

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

## MENOMINEE COUNTY BOARD OF COMMISSIONERS AGENDA ITEM

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

Submitted by:     **Brian Bousley**    

    **06/20/2013**      
Date

### WORKSHOP ACTION

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

### COUNTY BOARD ACTION

**DATE:**

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

# Commissioner Meeting Fee Expense Form

**RECEIVED**

5/28/13  
*[Signature]*

Menominee County Administrator

Name of Commissioner James Furlong

\$50.00 per meeting - Reg. or Special County Board meeting (and assigned committee meetings)  
\$75.00 MAC or UPACC Conference

Date	Meeting Description & Duration	Meeting Expense
5-3-2013	COB	50. <sup>00</sup>
5-14-2013	County Board	50. <sup>00</sup>
5-28-2013	County Board	50. <sup>00</sup>
<b>Total Per Diem</b>		<b>150.<sup>00</sup></b>

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

Commissioner Signature: *[Signature]*

Date: 5-28-13

# Commissioner Meeting Fee Expense Form

**RECEIVED**

5/28/13

Name of Commissioner JOHN NELSON

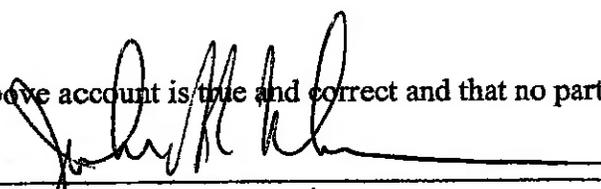
Menominee County Administrator

\$50.00 per meeting - Reg. or Special County Board meeting (and assigned committee meetings)  
\$75.00 MAC or UPACC Conference

Date	Meeting Description & Duration	Meeting Expense
5/2/13	MI. WORKS, ESCARABA MI	\$ 50.
5/3/13	MENOM. Co. BOARD (AUDIT) (COO)	\$ 50.
5/13/13	MENOM. Co. FINANCE Comm.	\$ 50.
5/14/13	MENOM. Co. BOARD MEETING (REG)	\$ 50.
5/16/13	UPACC SPRING CONFERENCE	\$ 75.
5/17/13	UPACC SPRING CONFERENCE	\$ 75.
5/20/13	NORTH POINT FINANCE Comm.	\$ 50.
5/28/13	MENOM. Co. BOARD MEETING	\$ 50.
5/30/13	NORTH POINT REG MEETING	\$ 50.
<b>Total Per Diem</b>		<b>\$ 500.00</b>

(5) - 13413

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

Commissioner Signature: 

Date: 5/28/13 (PREPARED TO 5/30/13 MEETING)

MENOMINEE COUNTY  
BOARD OF COMMISSIONERS  
REIMBURSEMENT VOUCHER

RECEIVED

5/28/13

Menominee County Administrator

Mileage: \$ .555/mile ~ effective 01 January 2013  
.565

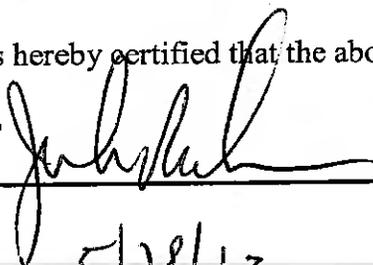
\*Meals Maximum of \$40 per day.

\*must attach receipt for reimbursement  
\*meals provided by conferences will NOT be reimbursed

Name: John R. Nelson ~ District 9

Date	Meeting Place	# of miles	X 555/mile	Total Cost	Account Number
			.565		
5/2/13	MI WORKS ESCANABA	56		31.64	101-101-860.11
5/8/13	MENOM. CO. BOARD (AUDIT)	94		53.11	101-101-860.11
5/13/13	MENOM. CO. FINANCE Com. <del>Board</del>	94		53.11	101-101-860.11
5/14/13	MENOMINEE, REG. Bd. Mt.	94		53.11	101-101-860.11
5/16/13	HARAZI MI.	24		13.56	101-101-860.11
5/17/13	HARAZI MI.	24		13.56	101-101-860.11
5/20/13	IRON MT. North Point.	74		41.81	101-101-860.11
5/28/13	MENOMINEE, Bd. MEET.	94		53.11	101-101-860.11
5/30/13	IRON MT North Point	74		41.81	101-101-860.11
			<b>Total Mileage</b>		
				<b>Total Mileage Fee</b>	<b>354.82</b>

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

  
 \_\_\_\_\_  
 Signed  
 5/28/13 (Prior to 5/30/MEET + G.)  
 \_\_\_\_\_  
 Date

\*  
BUS

**MENOMINEE COUNTY  
BOARD OF COMMISSIONERS  
REIMBURSEMENT VOUCHER**

**RECEIVED**

6/3/13 AA.

Menominee County Administrator

Mileage: \$ .555/mile ~ effective 01 January 2013

.565

\*Meals Maximum of \$40 per day.

\*must attach receipt for reimbursement

\*meals provided by conferences will NOT be reimbursed

Name: Bernie Lang ~ District 2

Date	Meeting Place	# of miles	X .555/mile	Total Cost	Account Number
			.565		
5-13	FINANCE	3	.565		101-101-860.02
5-14	CO. BD.	3			101-101-860.02
5-16	UPAAC	51			101-101-860.02
5-17	UPAAC	51			101-101-860.02
5-20	SOC. SEPU.	2			101-101-860.02
5-20	CO. BD.	2			101-101-860.02
		<u>114</u>		64.41	101-101-860.02
					101-101-860.02
			<b>Total Mileage</b>		
				<b>Total Mileage Fee</b>	64.41

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

06-02-13

Date

Reimb. from  
3/12/13  
C.B. Meeting  
mileage.  
64.41  
22.03  
42.38  
BBB



RECEIVED

6/3/13 AA

Menominee County Administrator

# Commissioner Meeting Fee Expense Form

Name of Commissioner BERNIE LANG

\$50.00 per meeting - Reg. or Special County Board meeting (and assigned committee meetings)  
\$75.00 MAC or UPACC Conference

2013

Date	Meeting Description & Duration	Meeting Expense
5-13	FINANCE	50.
5-14	CO. BD.	50.
5-16	UPAAC	75.
5-17	UPAAC	75.
5-28	SOC. SERV.	50.
5-28	CO. BD.	50.
Total Per Diem		350.00

AA  
BDD

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

Commissioner Signature: B. Lang

Date: 06-02-13



# MENOMINEE COUNTY BOARD OF COMMISSIONERS REIMBURSEMENT VOUCHER

RECEIVED

6/5/13

Menominee County Administrator

Mileage: ~~\$ .555~~ mile ~ effective 01 January 2013  
- .506

\*Meals Maximum of \$40 per day.

\*must attach receipt for reimbursement  
\*meals provided by conferences will NOT be reimbursed

Name: Gerald L. Piche ~ District 7

Date	Meeting Place	# of miles	X <del>.555</del> /mile .506	Total Cost	Account Number
				40.68	101-101-860.07
5/14/13	Court House - Board	72			101-101-860.07
5/21/13	Road Commission - Office	25		14.13	101-101-860.07
5/28/13	Court House - Board	72		40.68	101-101-860.07
					101-101-860.07
					101-101-860.07
					101-101-860.07
					101-101-860.07
					101-101-860.07
					101-101-860.07
		169		Total Mileage	
				Total Mileage Fee	95.49

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

*Gerald Piche*

Signed

6/5/13

Date

**MENOMINEE COUNTY  
BOARD OF COMMISSIONERS  
REIMBURSEMENT VOUCHER**

**RECEIVED**  
10/16/13  
Menominee County Administrator

Mileage: ~~\$.555/mile~~ ~ effective 01 January 2013  
          .565

\*Meals           Maximum of \$40 per day.

\*must attach receipt for reimbursement  
\*meals provided by conferences will NOT be reimbursed

Name: Doug Krienke ~ District 1

Date	Meeting Place	# of miles	X <del>.555/mile</del>	Total Cost	Account Number
			.565		
5-14-13	CB Men.			NC	101-101-860.01
"	MBDC "			NC	101-101-860.01
16	CAA Esby Exposed			NC	101-101-860.01
16	UPACC Harris	86		48.59	101-101-860.01
28	CB Men			NC	101-101-860.01
					101-101-860.01
					101-101-860.01
					101-101-860.01
					101-101-860.01
			<b>Total Mileage</b>		
				<b>Total Mileage Fee</b>	<b>48.59</b>

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

Doug Krienke  
Signed

5-31-13  
Date

# Commissioner Meeting Fee Expense Form

**RECEIVED**  
6/10/13  
Menominee County Administrator

Name of Commissioner Doug Kriemke

\$50.00 per meeting - Reg. or Special County Board meeting (and assigned committee meetings)  
\$75.00 MAC or UPACC Conference

Date	Meeting Description & Duration	Meeting Expense
5-14-13	County Board CR-B	50.00
"	MBDC	50.00
16	CAA Excused	NC
"	UPACC	NC
28	County Board CR-B	50.00
<b>Total Per Diem</b>		<b>150.00</b>

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

Commissioner Signature: Doug Kriemke

Date: 5-31-13

## MENOMINEE COUNTY BOARD OF COMMISSIONERS AGENDA ITEM

<b>SUBJECT:</b>	<b>Miscellaneous Bills</b>
<b>DEPARTMENT:</b>	<b>Administration</b>
<b>ATTACHMENTS:</b>	<b>Yes</b>
<b>SUMMARY:</b>	
Board to review recently submitted Miscellaneous Bills as paid on June 3 & 6, 2013 in the amount of \$65,454.78.	
<b>RECOMMENDED MOTION</b>	
To approve Miscellaneous Bills as paid on June 3 & 6, 2013 in the amount of \$65,454.78.	

Submitted by:     **Brian Bousley**    

    **06/20/2013**      
Date

### WORKSHOP ACTION

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

### COUNTY BOARD ACTION

**DATE:**

	<b>Approved</b>
	<b>Disapproved</b>
	<b>Approved with the following change(s):</b>

**General Fund Expenditures**

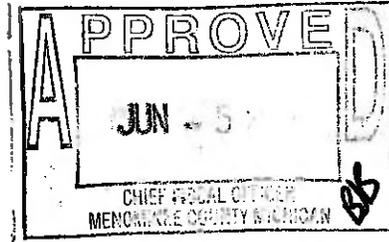
101-101 Board of Commissioners  
101-103 Other Legislative  
101-131 Circuit/Family Court  
101-132 Family Court  
101-136 District Court  
101-141 Friend of Court  
101-148 Probate Court  
101-150 Jury Commission  
101-172 County Administrator  
101-192 Board of Canvassers  
101-211 Legal  
101-215 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

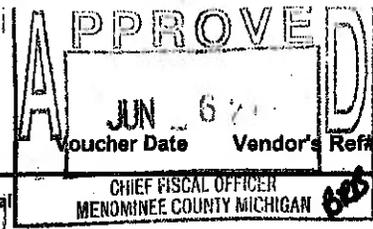
**Special Revenue Funds**

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  
Claims Audit Report

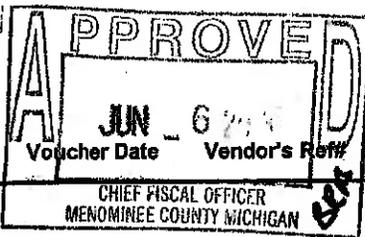
Vendor Name Vcher#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General							
U S POSTMASTER - MENOMINEE 30413	6/3/2013		Postage	PO# 02796 - Jury Commission - 1st Ma 101-150-729.00	931.60		\$931.60
Total Amount for Bank Account: General							\$931.60





**MENOMINEE COUNTY**  
Claims Audit Report

Vendor Name	Vcher#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General								
Ace Hardware	30479	5/31/2013	207482/2	Weed-B Gone	101-265-755.00	10.99		\$10.99
AIRGAS NORTH CENTRAL	30434	5/20/2013	9018076908	Oxygen	205-315-727.00	22.63		\$22.63
ALGER-DELTA COOPERATIVE ASSOCI	30448	5/31/2013	1614900	Bath House	208-751-920.01	81.66		\$2,844.55
	30447	5/31/2013	367100	N8390 Beach House	208-751-920.01	206.38		
	30448	5/31/2013	367200	Northwest Campsites	208-751-920.01	650.78		
	30449	5/31/2013	369802	W8449 Co Road G12 Campsites	208-751-920.01	306.19		
	30450	5/31/2013	370500	Shakey Lakes Office/Shop	208-751-920.01	130.68		
	30451	5/31/2013	379700	Storage Shed	208-751-920.01	109.51		
	30452	5/31/2013	380300	Shower Building	208-751-920.01	184.04		
	30453	5/31/2013	383001	Shakey Lakes/horse Ara	208-751-920.01	50.41		
	30454	5/31/2013	383200	N8380 Co Park Rd 20.5	208-751-920.01	492.00		
	30455	5/31/2013	383301	Shakey Lk Pk/Cattle Ara	208-751-920.01	129.85		
	30456	5/31/2013	1503500	N8380 Co Pk Rd - 20.5	208-751-920.01	303.37		
Allvest Information Services	30524	6/5/2013	213074	Mental Health Screenings	296-668-801.00	200.00		\$200.00
Alyward, Paula	30536	6/4/2013	5169	Title I V-E Funding Appeal	101-132-807.00	525.00		\$525.00
Anderson Culligan	30388	5/31/2013	0180280	Bottled Water (x7)	101-131-931.00	53.50		\$53.50
ANGELIS MENOMINEE INC	30396	4/10/2013	0072342-IN	Training Funds - Supples	266-326-881.00	40.54		\$105.08
	30397	4/10/2013	0074913-IN	Training Funds - Supplies	266-326-881.00	35.50		
	30398	4/11/2013	0074446-IN	Training Funds - Supplies	266-326-881.00	29.04		
AT&T - Carol Stream, IL	30458	5/19/2013	908863202305	May 19 - June 18, 2013	101-103-850.00	426.65		\$1,318.85
	30459	5/19/2013	906863444105	May 19 - June 18, 2013	101-103-850.00	502.18		
	30531	5/19/2013	906863661405	May 19 - June 18, 2013	266-326-850.00	241.12		
	30548	5/19/2013	906863470505	May 19 - June 18, 2013	101-103-850.00	148.92		
AT&T Long Distance	30457	5/19/2013	854528091	Telephone Services	101-103-850.00	205.07		\$205.07
Badger Mailing & Shipping	30411	5/24/2013	55221	Ink Cartridge & Pressure Sensitive Label	101-263-729.01	274.74		\$274.74
BARSTOW, JEFFREY	30481	5/31/2013	Reimbursement	Mileage - UP Judges Conference	101-136-860.00	129.94		\$129.94
Barstow, Selsor, & Klumb P.C.	30535	5/29/2013	601	Guardian Ad-Litem (B.P.)	101-148-807.00	497.50		\$497.50
BAYSHORE VETERINARY CLINIC	30428	5/22/2013	160820	K9 Supplies	101-301-881.01	76.82		\$76.82
Bob Barker Company, Inc.	30421	5/15/2013	WEB000268542	Inmate Supplies	101-301-770.00	151.22		\$151.22
Body Works Plus	30433	5/13/2013	1969518980	Strip all Decals	101-301-981.00	325.00		\$575.00
	30437	5/28/2013	1969518985	Deductable - 2010 Chevy Impala	205-315-981.00	250.00		

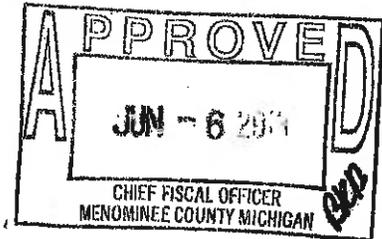


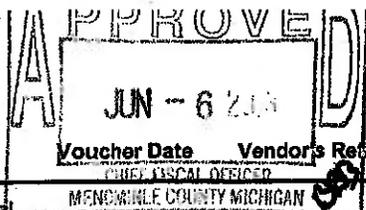
**MENOMINEE COUNTY  
Claims Audit Report**

Vendor Name Vcher#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
<b>Bank Account: General</b>							
<b>BP</b>							<b>\$79.41</b>
30439	6/2/2013	98180561	Gasoline Sales - May 2013	249-371-742.00	79.41		
<b>Brunelle, Jennifer</b>							<b>\$48.59</b>
30515	6/4/2013	Reimbursement	Mileage	296-668-860.00	48.59		
<b>CITY OF MENOMINEE - 2611 10TH ST.</b>							<b>\$3,912.81</b>
30435	5/17/2013	3478	Sheriff Dept - Gasoline Sales for April 2	206-315-742.00	3,772.53		
30528	5/17/2013	3472	Gasoline Sales for April 2013	101-265-742.00	83.72		
30528	5/17/2013	3472	Gasoline Sales for April 2013	101-426-860.00	56.56		
<b>City of Stephenson - P.O. Box 467</b>							<b>\$216.51</b>
30469	5/20/2013	709	Annex - Water/Electric/Sewer	101-261-920.01	17.00		
30469	5/20/2013	709	Annex - Water/Electric/Sewer	101-261-920.02	30.00		
30469	5/20/2013	709	Annex - Water/Electric/Sewer	101-261-920.03	169.51		
<b>CLOVERLAND PAPER CO</b>							<b>\$498.18</b>
30403	5/24/2013	101943	Toilet Tissue	101-265-801.00	56.49		
30424	5/17/2013	101888	Inmate Supplies	101-301-776.00	141.24		
30476	5/31/2013	101204	Linens & Kitchen Towels	101-265-755.01	74.07		
30477	5/31/2013	101203	Multifold Towels	101-265-755.01	30.37		
30478	5/31/2013	101202	Center Pull, Multifold, Tidyfoam, Lysol	101-265-755.01	194.01		
<b>Cooper Office Equipment</b>							<b>\$422.31</b>
30405	5/6/2013	99350	Contract # 1410-01 PA's Office	101-267-801.00	190.00		
30512	5/31/2013	100095	Contract # 2146-01 (Konica Bizhub 423)	101-172-931.01	232.31		
<b>CVSFlags.Com</b>							<b>\$714.80</b>
30412	4/9/2013	100928895	Flag (x8)	101-265-755.00	372.95		
30487	5/13/2013	100933057	4 x 6 Flag (x8)	101-265-755.00	341.85		
<b>DEKETO, LLC</b>							<b>\$856.00</b>
30525	6/5/2013	DK 5-13	May 2013 (x428 Documents)	256-277-857.00	856.00		
<b>Dennis-Ruleau, Dawn</b>							<b>\$665.00</b>
30514	6/4/2013	May 2013	Crisis Intervention - May 2013	296-668-801.00	665.00		
<b>Dougovito, Greg</b>							<b>\$78.00</b>
30409	5/29/2013	5163	Transport of Juvenile (T.B.)	101-132-801.01	30.00		
30409	5/29/2013	5163	Transport of Juvenile (T.B.)	101-132-801.00	48.00		
<b>Dreamscape Communications</b>							<b>\$139.98</b>
30463	4/20/2013	w3202	Wireless Internet - April 2013	101-261-850.00	69.99		
30464	5/20/2013	w3253	Wireless Internet - May 2013	101-261-850.00	69.99		
<b>DTE Energy</b>							<b>\$67.91</b>
30468	5/24/2013	4622 452 0001 1	Annex	101-261-920.04	67.91		
<b>Employee Benefits Agency, Inc.</b>							<b>\$96.00</b>
30511	6/1/2013	3478	Monthly Admin Fee - June 2013	101-103-712.02	96.00		
<b>Hafeman, Jan</b>							<b>\$188.71</b>
30462	5/28/2013	Reimbursement	Mileage - May 2013	101-101-860.10	188.71		
<b>Hi Tec Building Services</b>							<b>\$1,410.00</b>
30541	5/30/2013	5314	Courthouse Cleaning - May 2013	101-265-801.00	1,410.00		
<b>Holly Bayerl</b>							<b>\$7.70</b>
30395	5/22/2013	12-056-DL-1	Witness \$6.00 Mileage \$1.70	101-132-804.00	7.70		
<b>Island Resort &amp; Casino</b>							<b>\$70.85</b>
30465	5/28/2013	6237	UPACC Conference - Bernie Lang	101-101-859.00	70.85		

**MENOMINEE COUNTY  
Claims Audit Report**

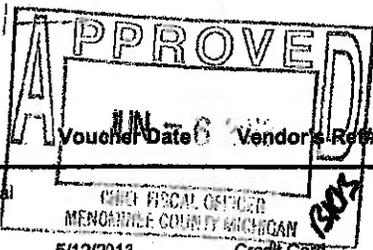
Vendor Name Vcher#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
<b>Bank Account: General</b>							
<b>J S ELECTRONICS, INC.</b>							<b>\$2,062.17</b>
30430	5/28/2013	17741	Set up Radio to Work with LaMack's Po	101-301-934.00	115.63		
30431	5/29/2013	17746	Remove Spotlight & Plug Hole on Squa	101-301-981.00	95.00		
30432	5/28/2013	17745	Strip Out Sheriff Squad 5500	101-301-981.00	120.00		
30436	5/16/2013	17730	Strip out of old Impala and install into 20	205-316-985.00	1,704.54		
30526	6/1/2013	17757	Numeric Paging - PA's Office	101-267-850.00	27.00		
<b>Jeff Naser</b>							<b>\$49.72</b>
30485	5/28/2013	Reimbursement	Mileage - DHS Board	101-601-837.00	49.72		
<b>Joel Hensley, RN</b>							<b>\$1,365.00</b>
30426	6/2/2013	Nursing Services	June 15 - June 31, 2013	101-301-770.01	1,365.00		
<b>K MART</b>							<b>\$54.91</b>
7031 30530	6/3/2013	7031 060313 010 883911	Supplies	286-325-755.00	54.91		
<b>Kaufman, Michael</b>							<b>\$2.26</b>
30484	5/31/2013	Reimbursement	Mileage - DHS Board	101-601-837.00	2.26		
<b>Lang, Bernard</b>							<b>\$42.38</b>
30392	6/2/2013	Reimbursement	May 2013 Mileage	101-101-860.02	42.38		
<b>LENCA SURVEYING</b>							<b>\$2,741.50</b>
30460	5/23/2013	13121	Remon Yr 2013 (May 13 - May 26, 2013	243-245-801.07	2,741.50		
<b>Lüfts Advertiser</b>							<b>\$65.50</b>
30486	5/25/2013	May 2013	Advertising	101-101-901.00	65.50		
<b>Marinette Farm &amp; Garden</b>							<b>\$28.99</b>
30429	5/20/2013	242619	K9 Supplies	101-301-881.01	28.99		





MENOMINEE COUNTY  
Claims Audit Report

Vendor Name	Vcher#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General								
Mastercard								\$3,483.15
	30466	5/12/2013	Credit Card	Hardees	264-363-881.00	6.88	x	
	30466	5/12/2013	Credit Card	Hardees	264-363-881.00	6.14	x	
	30466	5/12/2013	Credit Card	Blg Boy	101-301-860.00	20.00	x	
	30466	5/12/2013	Credit Card	Shell Oil	101-301-860.00	29.01	x	
	30466	5/12/2013	Credit Card	Superior Touchless	101-301-881.00	8.00	x	
	30466	5/12/2013	Credit Card	Buffalo Wild Wings	264-363-881.00	108.36	x	
	30466	5/12/2013	Credit Card	Shell Oil	101-301-860.00	52.34	x	
	30466	5/12/2013	Credit Card	Citgo	101-301-860.00	29.59	x	
	30466	5/12/2013	Credit Card	Hardees	101-301-860.00	15.65	x	
	30466	5/12/2013	Credit Card	Rapid River Mini Mart	101-301-860.00	69.17	x	
	30466	5/12/2013	Credit Card	Hudson's Class Grill	264-363-881.00	78.74	x	
	30466	5/12/2013	Credit Card	Murphy	205-315-860.00	63.55	x	
	30466	5/12/2013	Credit Card	Holiday	205-315-860.00	60.77	x	
	30466	5/12/2013	Credit Card	Team Wireless	101-301-755.00	26.49	x	
	30466	5/12/2013	Credit Card	Crystal Mtn Lodging	101-301-860.00	86.58	x	
	30466	5/12/2013	Credit Card	McDonalds	205-315-860.00	7.00	x	
	30466	5/12/2013	Credit Card	Applebees	205-315-860.00	20.00	x	
	30466	5/12/2013	Credit Card	Intellius.com	101-301-727.00	19.95	x	
	30466	5/12/2013	Credit Card	Applebees	205-315-860.00	21.85	x	
	30466	5/12/2013	Credit Card	American Screening	101-301-770.00	327.50	x	
	30466	5/12/2013	Credit Card	TLO	101-301-727.00	12.00	x	
	30466	5/12/2013	Credit Card	Papa Murphy's	205-315-860.00	15.00	x	
	30466	5/12/2013	Credit Card	Holiday Superstore	205-315-860.00	60.00	x	
	30466	5/12/2013	Credit Card	Shell Oil	205-315-860.00	68.00	x	
	30466	5/12/2013	Credit Card	Best Western	205-315-860.00	208.64	x	
	30466	5/12/2013	Credit Card	McDonalds	264-363-881.00	13.01	x	
	30466	5/12/2013	Credit Card	Speedway	264-363-881.00	27.30	x	
	30466	5/12/2013	Credit Card	St. Ignace EZ Mart	264-363-881.00	42.11	x	
	30466	5/12/2013	Credit Card	Carne's BP	205-315-880.00	48.00	x	
	30466	5/12/2013	Credit Card	Murphy8852atWalmart	205-315-880.00	65.00	x	
	30466	5/12/2013	Credit Card	Holiday Superstore	205-315-880.00	40.00	x	
	30466	5/12/2013	Credit Card	Jimmy John's	264-363-881.00	14.84	x	
	30466	5/12/2013	Credit Card	Armway Grand Plaza Hotel	264-363-881.00	12.37	x	
	30466	5/12/2013	Credit Card	Armway Grand Plaza Hotel	264-363-881.00	94.30	x	
	30466	5/12/2013	Credit Card	Applebees	205-315-860.00	20.00	x	
	30466	5/12/2013	Credit Card	Arby's	101-301-860.00	8.99	x	
	30466	5/12/2013	Credit Card	Donks Mexican Joint	264-363-881.00	10.68	x	
	30466	5/12/2013	Credit Card	Shell Oil	101-301-860.00	41.35	x	
	30466	5/12/2013	Credit Card	Angel's Thai Cafe	264-363-881.00	27.57	x	
	30466	5/12/2013	Credit Card	Biggby Coffee	264-363-881.00	9.82	x	
	30466	5/12/2013	Credit Card	Applebees	205-315-860.00	16.00	x	
	30466	5/12/2013	Credit Card	Flanagan's Irish Pub	264-363-881.00	38.90	x	
	30466	5/12/2013	Credit Card	Dog Pit	264-363-881.00	9.00	x	
	30466	5/12/2013	Credit Card	Local Mocha	264-363-881.00	17.70	x	
	30466	5/12/2013	Credit Card	Crystal Palace Lounge	101-301-860.00	15.10	x	
	30466	5/12/2013	Credit Card	Applebees	205-315-860.00	20.00	x	
	30466	5/12/2013	Credit Card	Armway Grand Plaza Hotel	264-363-881.00	29.92	x	
	30466	5/12/2013	Credit Card	Wesco	205-315-860.00	16.18	x	
	30466	5/12/2013	Credit Card	Wesco	205-315-860.00	61.01	x	
	30466	5/12/2013	Credit Card	Marathon Petro	205-315-880.00	70.00	x	
	30466	5/12/2013	Credit Card	Blamey Castle Oil	101-301-860.00	45.00	x	
	30466	5/12/2013	Credit Card	Shirley's Cafe	101-301-880.00	16.00	x	
	30466	5/12/2013	Credit Card	Mecosta County EMS	205-315-881.03	200.00	x	
	30466	5/12/2013	Credit Card	Burger King	205-315-860.00	3.49	x	



**MENOMINEE COUNTY  
Claims Audit Report**

Vendor Name	Vcherr#	Voucher Date	Vendors Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
<b>Bank Account: General</b>								
<b>Mastercard</b>								<b>\$3,493.15</b>
	30486	5/12/2013	Credit Card	Crystal Mtn Lodging	101-301-860.00	155.40	x	
	30486	5/12/2013	Credit Card	McDonalds	264-363-881.00	9.65	x	
	30486	5/12/2013	Credit Card	Papa Murphy's	205-315-860.00	19.98	x	
	30486	5/12/2013	Credit Card	Holiday Superstore	264-363-881.00	46.94	x	
	30486	5/12/2013	Credit Card	Amway Grand Plaza	264-363-881.00	536.54	x	
	30486	5/12/2013	Credit Card	Wendy's	101-301-860.00	12.47	x	
	30486	5/12/2013	Credit Card	Hotels.com	205-315-860.00	208.32	x	
	30486	5/12/2013	Credit Card	State of MI - renew by mail	101-301-881.01	39.00	x	
<b>Meade, Brenda</b>								<b>\$205.69</b>
	30407	5/29/2013	Reimbursement	Mileage	101-132-801.00	127.69		
	30408	5/29/2013	5162	Transport of Juvenile (T.B.)	101-132-801.01	30.00		
	30408	5/29/2013	5162	Transport of Juvenile (T.B.)	101-132-801.00	48.00		
<b>Menards - Marquette</b>								<b>\$180.08</b>
	30529	5/31/2013	24501	Building & Ground Supplies	101-266-930.01	28.30		
	30544	5/29/2013	24342	20 Amp Breaker	208-751-984.00	131.78		
<b>Michael Marineau</b>								<b>\$200.00</b>
	30547	6/6/2013	Shakey Lakes	Oak Firewood at Shakey Lakes	208-751-801.00	200.00		
<b>MICHIGAN STATE INDUSTRIES</b>								<b>\$324.50</b>
	30418	4/26/2013	1229 10500	Laundry Detergent	101-301-770.00	120.40		
	30419	4/28/2013	1229 10499	Inmate Supplies	101-301-770.00	204.10		
<b>MILLERS ACTION OFFICE SUPPLY I</b>								<b>\$88.04</b>
	30400	5/23/2013	0093872-001	Toner & Index Tabs - Clerks Office	101-215-727.00	88.04		
<b>MMRMA</b>								<b>\$450.00</b>
	30438	6/16/2013	2105	Michigan Jail Officers Training Seminar	264-363-881.00	450.00		
<b>MOORE MEDICAL CORP</b>								<b>\$485.89</b>
	30425	5/28/2013	97750035 I	Inmate Medical Supplies	101-301-770.01	485.89		
<b>Nelson, John R.</b>								<b>\$354.82</b>
	30393	5/28/2013	Reimbursement	Mileage - May 2013	101-101-860.11	354.82		
<b>Office Depot, Inc.</b>								<b>\$14.59</b>
	30474	5/22/2013	658655487001	District Court Office Supplies	101-136-727.00	10.99		
	30475	5/22/2013	658655429001	District Court Office Supplies	101-136-727.00	3.60		
<b>PAIDL'S TRUE VALUE HARDWARE</b>								<b>\$857.63</b>
	30537	5/2/2013	B59834	Parks - Treated Lumber, Screws & Dryv	208-751-930.04	51.38		
	30538	5/2/2013	A55881	Concrete Mix & Spring Snap Link	208-751-930.04	9.77		
	30539	5/31/2013	150008	Park Supplies	208-751-930.04	700.00		
	30539	5/31/2013	150008	Park Supplies	208-751-755.02	96.50		
<b>Pan-O-Gold Baking Co.</b>								<b>\$82.74</b>
	30422	5/14/2013	00040683313411	Inmate Groceries	101-301-770.00	47.74		
	30423	5/21/2013	00040683314106	Inmate Groceries	101-301-770.00	35.00		
<b>Piche, Gerald L.</b>								<b>\$95.49</b>
	30516	6/5/2013	Reimbursement	May 2013 Mileage	101-101-860.07	95.49		
<b>Polasky, Nancy</b>								<b>\$166.50</b>
	30472	5/30/2013	Reimbursement	Mileage - Jury Commission	101-150-860.00	16.50		
	30473	5/30/2013	Per Diem	Jury Commission	101-150-710.00	150.00		
<b>PrintersPlus!</b>								<b>\$778.20</b>
	30404	5/19/2013	12414	PO# 02794 - Jury Questionaire Supplier	101-150-727.00	778.20		

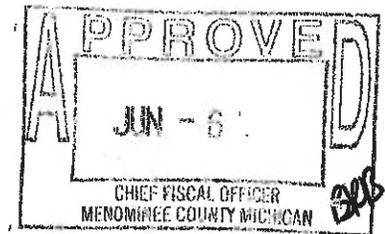


**MENOMINEE COUNTY  
Claims Audit Report**

Vendor Name	Vchert#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
<b>Bank Account: General</b>								
Przewrocki, Joan	30517	6/4/2013	5167	Holdover Attendant (M.P. & D.G.)	101-132-801.01	104.00		\$107.90
	30518	6/4/2013	Reimbursement	Meal	101-132-801.01	3.90		
<b>QUALITY WATER SPECIALISTS</b>								
	30545	6/3/2013	165319	Annex - Salt for Water Softner	101-265-801.00	35.40		\$35.40
<b>Quill Corporation</b>								
	30417	5/21/2013	2819562	Toner & Binder Clips	101-301-727.00	161.88		\$280.12
	30420	5/27/2013	2944487	Pencils & Lysol Wipes	101-301-770.00	118.28		
<b>Ray's Feed Mill, Inc.</b>								
	30427	5/20/2013	363035	K9 Supplies	101-301-881.01	39.95		\$39.95
<b>REDWOOD TOXICOLOGY LABORATORY</b>								
	30410	5/29/2013	422168	Drug Testing Supplies	296-668-955.00	144.00		\$470.69
	30410	5/29/2013	422168	Drug Testing Supplies	296-665-727.00	134.95		
	30482	5/21/2013	422633	Drug Testing Supplies	101-136-727.00	191.74		
<b>Ronald Gusse</b>								
	30391	5/23/2013	5160	Bond Refund	292-662-964.00	500.00		\$500.00
<b>Schraub, Darlene</b>								
	30470	5/30/2013	Reimbursement	Jury Commission - Mileage	101-150-860.00	5.01		\$155.01
	30471	5/30/2013	Per Diem	Jury Commission - Per Diem	101-150-710.00	150.00		
<b>Scott Barnes</b>								
	30394	5/22/2013	12-056-DL-1	Witness \$6.00 Mileage \$1.70	101-132-804.00	7.70		\$7.70
<b>Sherwin Williams Company</b>								
	30441	5/9/2013	2124-8	Paint for E911	101-265-930.01	50.30		\$50.30
<b>State of Alaska</b>								
	30387	5/28/2013	4FA-08-01419CI	Certified Copies (Olson v Olson)	101-141-803.00	9.00		\$9.00
<b>State of Michigan - MI Supreme Court Finance</b>								
	30513	5/21/2013	P55 1530-04	April, May, June 2013	101-132-858.03	2,491.78	x	\$5,760.27
	30534	5/21/2013	D95A 1530-02	April, May, June 2013	101-136-931.01	3,268.49		
<b>SVINICKI, GAIL M.</b>								
	30440	6/3/2013	Reimbursement	Mileage	101-267-860.00	180.95		\$180.95
<b>The First National Bank&amp;Trust</b>								
	30480	5/31/2013	628840339	FOC Service Fee	101-141-817.00	33.20		\$33.20
<b>Tony's Green Thumb</b>								
	30483	5/31/2013	Flowers	Annual Flowers for Court House Ground	101-265-930.02	205.50		\$205.50
<b>Town &amp; Country Tree Service</b>								
	30522	6/1/2013	6/1/13	Tree Cleanup & Limb Removal	101-265-755.01	195.00		\$195.00
<b>TWIN CITY ELECTRIC, Inc.</b>								
	30527	5/20/2013	81308	Bulbs	101-265-930.01	13.20		\$13.20
<b>U.E.S. COMPUTERS, INC.</b>								
	30406	5/3/2013	64522	PA - DRD RW	101-267-931.00	69.98		\$5,524.95
	30445	5/30/2013	38218	Weekly Computer Maintenance - May 2	101-103-857.00	1,493.97		
	30520	5/29/2013	64724	PO# 02799 Virus Firewall & 1 Yr Suppo	101-103-857.00	2,561.00		
	30521	5/30/2013	64736	PO# 02798 - Computer & Office Pro	101-172-970.00	1,000.00		
	30521	5/30/2013	64736	PO# 02798 - Computer & Office Pro	101-172-727.01	400.00		

**MENOMINEE COUNTY  
Claims Audit Report**

Vendor Name Vcher#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
<b>Bank Account: General</b>							
<b>UNIFORM SHOPPE</b>							<b>\$868.20</b>
30414	4/11/2013	219854	Uniform - Busick	205-315-745.00	28.30		
30415	4/11/2013	219855	Uniform - Hafeman	205-315-745.00	152.90		
30416	4/17/2013	220023	Body Armor - Hafemari	205-315-745.00	685.00		
<b>UPCAP SERVICES INC</b>							<b>\$25.05</b>
30399	4/30/2013	1811	Work Crew Services - Shakey Lakes	208-751-930.04	25.05		
<b>Valenti, Susan F.</b>							<b>\$961.35</b>
30532	4/30/2013	Reimbursement	Meals & Mileage - April 2013	101-131-860.00	785.95		
30533	5/21/2013	Reimbursement	Meals & Mileage - May 2013	101-131-860.00	175.40		
<b>Valley Mechanical, Inc.</b>							<b>\$11,400.00</b>
30540	6/4/2013	2479	Boiler Pumps, Fittings, Etc.	101-265-934.00	3,800.00		
30542	6/4/2013	2480	New Water Heaters, Pumps, Fittings	101-265-934.00	3,800.00		
30543	6/4/2013	2478	2nd Water Heater Install	101-265-934.00	3,800.00		
<b>Warner, Fredrick</b>							<b>\$254.86</b>
30519	6/5/2013	5174	Can Zone	296-668-801.00	133.95		
30523	6/5/2013	Reimbursement	Mileage	296-668-801.00	120.91		
<b>Waste Management</b>							<b>\$444.30</b>
30461	6/1/2013	1426373-1656-9	June 2013	101-265-801.00	444.30		
<b>WE Energy</b>							<b>\$843.23</b>
30390	5/28/2013	18770	Electrical Service - Joshua M. Larson	294-683-835.00	643.23		
<b>Wil-Kil Pest Control</b>							<b>\$124.75</b>
30401	5/13/2013	2246299	Annex	101-265-801.00	31.25		
30402	5/13/2013	2246298	Library	101-265-801.00	31.25		
30444	5/23/2013	2246231	Courthouse	101-265-801.00	62.25		
<b>WISCONSIN PUBLIC SERVICE CORP - P O BOX 19003</b>							<b>\$5,812.80</b>
30389	5/28/2013	18769	Electrical Service - Bryan J. Sundstrom	294-683-835.00	877.21		
30442	5/29/2013	0402191663-00001	Electrical & Gas for Health Care Center	101-265-920.03	238.87		
30442	5/29/2013	0402191663-00001	Electrical & Gas for Health Care Center	101-265-920.04	106.94		
30443	5/29/2013	0402055840-00001	Jail - Electrical Service	101-265-920.03	4,442.50		
30487	5/24/2013	1203881771-00000	Balley House	208-751-920.01	18.49		
30487	5/24/2013	1203881771-00000	Kleinke Park Street Lighting	208-751-920.01	29.24		
30487	5/24/2013	1203881771-00000	Kleinke	208-751-920.01	53.61		
30487	5/24/2013	1203881771-00000	Bailey Park Street Lighting	208-751-920.01	12.72		
30488	5/24/2013	0402047856-00008	Stoney Point - Street Lighting	208-751-920.01	33.22		
<b>Total Amount for Bank Account: General</b>							<b>\$64,523.18</b>



**MENOMINEE COUNTY BOARD OF COMMISSIONERS  
AGENDA ITEM**

<b>SUBJECT:</b>	<b>Miscellaneous Boards/Committees/Commission Reports</b>
<b>DEPARTMENT:</b>	<b>Administration</b>
<b>ATTACHMENTS:</b>	<b>Yes</b>
<b>SUMMARY:</b>  Miscellaneous reports discussed at the 6/11/13 County Board meeting	
<b>RECOMMENDED MOTION</b>  To approve the miscellaneous reports discussed at the 6/11/2013 County Board meeting	

Submitted by:     **Brian Bousley**    

    **06/20/2013**      
Date

**WORKSHOP ACTION**

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

**COUNTY BOARD ACTION**

**DATE:**

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

# 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

06/04/2013

PERMIT#	DATE ISSUED	OWNER	ADDRESS	TWP.	PERMIT FEE
<b>P12830-13</b>	05/06/13	MICHALIK GERALD LEE & KATHLEEN	7768 HALLFRISCH RD	LAKE TWP.	\$149.88
Work : 3.GARAGE		24X39 DETACHED GARAGE ON A SLAB			008-226-009-00 LK-26 5/8 303
<b>P12832-13</b>	05/06/13	BROWN DELLA & ABLE JUDITH	W8919 CHURCH RD	LAKE TWP.	\$296.86
Work : 4.MANUFACTURED		INSTALL MANUFACTURED HOME			008-229-021-00
<b>P12834-13</b>	05/06/13	BRANTMEIER RICHARD & JANET	M-69	SPALDING TWP.	\$169.46
Work : 3.GARAGE		25X32 GARAGE ADDITION WITH ATTIC TRUSS SECOND FLOOR			013-412-006-00
<b>P12835-13</b>	05/09/13	KLEIKAMP STEVEN & JOSEPH	N14698 TOWNLINE RD	HARRIS TWP.	\$147.00
Work : 5.MOVED STRUCTURE		BLAHNIK POURING FOUNDATION. APPROX 15 YEAR OLD 20 X 30 BLDG TO BE MOVED TO FOUNDATION			005-031-008-00 HA-31 8/5
<b>P12836-13</b>	05/09/13	SPEHAR DENNIS	W3809 33 RD	NADEAU TWP.	\$151.16
Work : 2.ADDITION		ADDITION W/CRAWL SPACE 16 X 28			012-021-003-25 ND-21 7/6
<b>P12837-13</b>	05/09/13	CARNEY RAYMOND P & JANICE	W2107 28.75 RD	CEDARVILLE TWP	\$119.72
Work : 2.ADDITION		10 X 20 ADDITION. 268 SQ FT DECK			001-207-007-00 CV-7 6/5 104A
<b>P12838-13</b>	05/09/13	HARPER JOHN	W5912 EVERGREEN LN	MENOMINEE TWP.	\$161.40
Work : 3.GARAGE		30X36 DETACHED GARAGE			010-015-028-00 MO-15 2/7 304G
<b>P12839-13</b>	05/09/13	STROHL JEFFREY R & LEILANI W	N5905 NO 12.5 RD	MELLEN TWP.	\$149.88
Work : 3.GARAGE		26X36 DETACHED GARAGE ON A FLOTING SLAB			009-134-011-00 ML-34 4/7 301A
<b>P12840-13</b>	05/10/13	STROHL JAMES & KAY	N8524 OLD MILL LN 20.	CEDARVILLE TWP	\$101.88
Work : 7.DECK/PORCH		24 X 28 DECK			001-113-022-00 CV-CS-783 GL4C
<b>P12841-13</b>	05/10/13	JOHNSON BRUCE & BEVERLY	N1809 RIVER RD	MENOMINEE TWP.	\$125.96
Work : 2.ADDITION		14 X 28 ADDITION			010-211-012-00
<b>P12842-13</b>	05/13/13	GURNEY JUSTIN E	W1092 SWEDE RD	HARRIS TWP.	\$175.80
Work : 3.GARAGE		30X42 POLE BLDG			005-103-014-00 HA-3 9/5 402-403A

<b>P12843-13</b>	05/13/13	MEEKS JAMES C & BONNIE L	W5541 13 RD	MELLEN TWP.	\$171.00
Work :	3.GARAGE	30 X 40 GARAGE			009-135-003-00 ML-35 4/7 102A
<b>P12844-13</b>	05/17/13	SALZWEDEL ALAN & KAREN TRUST	W8195 CO RD G-18	HOLMES TWP.	\$102.00
Work :	3.GARAGE	14X24 ADDITION TO EXISTING GARAGE			006-327-002-00 HO-27 7/8 101B]
<b>P12845-13</b>	05/20/13	FADROSKI MICHAEL J	N8450 PHILIPS RD	STEPENSON TWP.	\$75.00
Work :	9.DEMOLITION	DEMO 24X40 HOME, 20X40 HOME, 18X22 SHED			014-020-007-50 ST-20 5/6 202B SEC
<b>P12846-13</b>	05/17/13	CARSON ADAM	N3489 BAY DE NOC DR	MENOMINEE TWP.	\$81.40
Work :	7.DECK/PORCH	8X20 COVERED PORCH			010-124-011-15 MO-CS-158
<b>P12847-13</b>	05/20/13	DUGREE LARRY A	W5081 US HWY 2	MEYER TWP.	\$50.00
Work :	6.REPAIR/REMODEL	18X30 ROOF OVER DECK			011-001-023-00 MY-1 8/7 403D
<b>P12848-13</b>	05/24/13	PIRLOT BRENDON	N CEDAR RIVER LN D-3	HARRIS TWP.	\$419.48
Work :	1.NEW DWELLING	NEW HOME, GARAGE, DECK			005-028-011-20
<b>P12849-13</b>	05/20/13	COLE ROGER B & PAMELA L TRUSTEN	N8320 HALLFRISCH LN	LAKE TWP.	\$75.00
Work :	9.DEMOLITION	DEMO 2 STORY CAMP			008-223-008-00 LK-23 5/8
<b>P12850-13</b>	05/21/13	KEESLER JOINT REVOCABLE TRUST	W2601 CO RD 360	DAGGETT TWP.	\$190.20
Work :	3.GARAGE	30X48 POLE BLDG			002-125-001-00 DG-25 6/6
<b>P12851-13</b>	05/21/13	ECKERT SCOTT D & WENDY S	CO RD G-12	CEDARVILLE TWP	\$161.40
Work :	3.GARAGE	30X36 POLE BLDG			001-122-017-10 CV-22 5/5
<b>P12852-13</b>	05/22/13	ADAMEK MARK C LE	N988 HWY M-35	MENOMINEE TWP.	\$100.00
Work :	12.OTHER	29X10 HANDICAP RAMP			010-401-018-00 MO-B80 18-19A
<b>P12853-13</b>	05/22/13	KALLENBACH CHRIS L	N11442 US HWY 41	NADEAU TWP.	\$284.40
Work :	3.GARAGE	DEMO 22X26 GARAGE ERECT 30X56 POLE BLDG			012-212-018-00 ND-12 6/7
<b>P12855-13</b>	05/23/13	SOKOLSKY DMITRY & KATRINA	N4571 RIVER DR	MENOMINEE TWP.	\$424.38
Work :	1.NEW DWELLING	SINGLE FAMILY DWELLING WITH ATTACHED			010-500-023-00
<b>P12856-13</b>	05/24/13	KRAGIE RICK & JEANNE	N13210 CO RD 374	GOURLEY TWP.	\$121.08
Work :	3.GARAGE	24X24 POLE BLDG ON SLAB			004-019-006-00 GU-19 7/5
<b>P12858-13</b>	05/28/13	THONEY NICK G LIVING TRUST	LINDEROTH RD	LAKE TWP.	\$75.00
Work :	9.DEMOLITION				008-016-010-00 LK-16 5/7



Menominee County  
Department of Human Services Board  
2612 10<sup>th</sup> Street  
Menominee, MI 49858

**BOARD MEMBERS**

**MICHAEL KAUFMAN, CHAIR**  
**MARY BRADLEY**  
**JEFF NASER**

**DIRECTOR**

**RUSSELL K. SEXTON**

**Date:** April 30, 2013

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

Present: Mike Kaufman, Board Chair; Mary Bradley, Board Member; Jeff Naser, Board Member and Russell Sexton, Board Secretary.

Others Present: Mr. Bernie Lang, Menominee County Board of Commissioners

**APPROVAL OF AGENDA:**

A motion to approve the agenda was made by Mary Bradley and seconded by Jeff Naser. Motion carried.

**APPROVAL of March 26, 2013 MINUTES:**

Minutes of the March 26, 2013 Board Meeting were reviewed and discussed. A motion to accept the minutes was made by Mary Bradley and seconded by Jeff Naser. Motion passed without opposition.

**FINANCIAL REPORT:**

The review of the financial report was tabled until next meeting due to the March expenditures being unavailable for inclusion in the report.

**DIRECTOR'S REPORT:**

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

**Statewide Director's Meeting Information:** Mr. Sexton reviewed the minutes of the Statewide Director's Meeting with the Board.

**Collaborative Issues:** No new information was provided.

**Business Plan Update:** Mr. Sexton reviewed the current progress of all units with the board. All units in Menominee County are doing very well with meeting their goals.

**Miscellaneous:** No new information was provided.

**Board Member Input/Suggestions:** A variety of suggestions were provided by the Board members, which Mr. Sexton appreciated.

Mr. Kaufman discussed the progress with the improved Medicaid reimbursement situation at Pine Crest and thanked Menominee County DHS for its assistance with that situation. Mr. Sexton related that Mr. Kwarciany, Family Independence Manager, and his staff have spent a lot of time on this and did a great job with the cases in question.

A motion to accept the Director's Report was made by Jeff Naser, with support from Mary Bradley. Motion carried.

**UNIT REPORT:** There was no unit report.

**BOARD BUSINESS:**

1. **Approval of Vouchers:**

Review of vouchers was tabled as there were no March vouchers available for review at this time. Mr. Sexton will contact the County Administrator to obtain copies of those vouchers.

2. **MCSSA:** A discussion was held regarding the MCSSA Summer Conference.

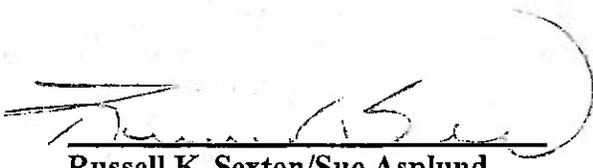
**NEW BUSINESS:** Mr. Sexton requested \$950.00 from the Board for a customer service presentation for DHS staff and Board members. Presentation is by PosiPower Associates and will be on May 16, 2013 from 8:00 AM to 3:00 PM Central Time at the Menominee County DHS office.

**PUBLIC COMMENT:** There were no public comments.

**NEXT MEETING:** May 28, 2013 at 9:00 a.m. in the Menominee County DHS Board Room.

Mary Bradley will be unable to attend this meeting and this absence was approved by the board.

**ADJOURNMENT:** Motion to adjourn made by Mary Bradley and supported by Jeff Naser. Meeting adjourned at 9:40 a.m.



**Russell K. Sexton/Sue Asplund**  
**Board Secretary**



**Michael Kaufman**  
**Chairperson**

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

# **Menominee County Parks and Recreation Committee**

## **Meeting Minutes**

**March 4, 2013**

The meeting was called to order at 5:05 pm by Bob Desjarlais at the Annex in Stephenson, MI on March 4, 2013.

Reporting for roll call were: Bob Desjarlais, Ruby Ivens, Glenn Cody, County Administrator Brian Bousley, and County Commissioners James Furlong and Charlie Meintz. There was a quorum present to conduct the meeting.

**Approval of agenda:** A motion was made by James and seconded by Ruby. The motion carried.

**Minutes:** A motion was made by James to approve the minutes from the last meeting that was seconded by Ruby. The motion carried.

**Public Comment:** Two gentlemen from Alger Delta Electric Cooperative - Tom Harrell, General Manager and Pat Wheeler, Consulting Electrical Engineer, addressed the committee concerning two issues:

First, it was reported that Alger Delta would be upgrading 3 1/2 miles of line along G-12 in the vicinity of Shakey Lakes Park in the next few months. As part of this project, the cooperative was offering to upgrade an additional one mile of line from G-12 to the park in an effort to relieve some of the transformer overload and subsequent power outages experienced in the past during times of peak electrical usage. This line upgrade from a single phase to a two phase system would cost approximately \$40,000.00. The cooperative was requesting that the county cover 1/2 of the cost (\$20,000.00).

Second, the cooperative was offering to replace the 13 electrical meters currently operating within the park with one "primary" meter to be located at the park entrance. This would eliminate the \$25.00 monthly charge assessed each month for each meter and allow the park to qualify for a lower rate, 11 cents per kilowatt hour instead of 14.9 cents per kilowatt hour that is currently assessed. The installation of a primary meter at the entrance to the park would mean, however, that the county would then assume the responsibility for and maintenance of the entire electrical system within the park beyond the meter. Charlie questioned the financial feasibility of such a change citing the prohibitive cost of an electrical maintenance contract. He asked why the cooperative had not offered to provide a cost/benefit analysis. Given that the committee showed little interest in the proposal, the two representatives decided against exploring the matter further.

Brian asked the representatives to supply an estimate for "closing/completing" the electrical loop within the park in an effort to improve the reliability of system. They agreed to forward an estimate to the committee as soon as possible.

**Business:**

- a. **Monthly Budget Review:** Brian distributed copies of the latest budget for the board's

perusal and comment. He reported that the bottom-line remains fine; income and expenditures were in line for this time of year. Several members of the committee requested clarification of a few items which Brian provided. Brian also explained the current fund equity balance and requested that the committee express its support to cover 1/2 of the cost of the one mile long electrical line upgrade from G-12 to Shakey Lakes Park proposed by Alger Delta Electrical Cooperative. The \$20,000.00 expenditure would come from the Fund Equity account. Glenn offered a motion in favor of allocating this amount to Alger Delta for the line upgrade that was seconded by Charlie. The motion carried.

- b. **Camp Host Program:** Brian announced that the Menominee County Board of Commissioners had voted to extend the program for the 2013 camping season and that advertisements had been placed in several local newspapers in an effort to solicit applications for the camp host position.
- c. **Parks Projects / DNR Grants:** Brian presented his official proposal, "Menominee County Resolution 2013 - 4", that applies for a 25% matching grant from the Michigan DNR for improvements at the Stoney Point Boat Launch. James offered a motion to support this resolution that was seconded by Ruby. The motion carried.
- d. **Lease Program:** Brian reported that lease applications for the 2013 camping season were still being received. As of March 4, there were still nine available sites at Shakey Lakes Park.
- e. **Deputy in the Park Program:** Brian reported that so far, no one from the sheriff's department had applied for the program for the 2013 camping season. James suggested that the offer be extended to the police department in the City of Menominee as well as to members of the State Police.
- f. **Parks Website/Advertisements:** At the previous meeting, several members of the committee had agreed to contact the businesses in the county that had purchased ad space in the past. Most had been contacted, but several were still pending. Brian recommended that these ads be finalized by the April meeting so that they could be in place for the 2013 camping season.

There was one item of correspondence that Brian promised to forward to the members of the committee via e-mail.

**Any Other Items Members Wish to Present:** There were no additional items.

Charlie offered a motion to adjourn that was seconded by James. The meeting was adjourned at 6:20 pm.

Respectfully submitted by Glenn D. Cody

# Menominee County Parks and Recreation Committee

## Meeting Minutes

April 1, 2013

The meeting was called to order at 5:10 pm by Bob Desjarlais at the Annex in Stephenson, MI on April, 2013.

Reporting for roll call were: Bob Desjarlais, Vola Bleile, Ruby Ivens, Glenn Cody, County Administrator Brian Bousley, and County Commissioner Charlie Meintz. There was a quorum present to conduct the meeting.

**Approval of agenda:** A motion was made by Ruby and seconded by Glenn. The motion carried.

**Minutes:** A motion was made by Ruby to approve the minutes from the last meeting that was seconded by Vola. The motion carried.

**Public Comment:** None

### Business:

- a. **Monthly Budget Review:** Brian distributed copies of the latest budget for the board's perusal and comment. He reported that the bottom-line remains fine; income and expenditures were in line for this time of year. Several members of the committee requested clarification of a few items which Brian provided. Brian also mentioned that lease applications for the 2013 camping season were still being received.
- b. **Camp Host Program:** Brian announced that no applications had been received for the position of camp host at Klenke Park. Without a camp host, there can be no Camp Host Program for the 2013 camping season.
- c. **Parks Projects /Grants:** Brian announced that the new bathhouse at Shakey Lakes Park is nearly ready. The furnace is installed and in operation. There is just a little exterior painting work to be completed. He also mentioned that the grant application for improvements at the Stoney Point Boat launch had been submitted to the DNR. Projects that will be funded from last year's grant at River Park will soon be offered for public bid. Brian would also like to apply for a 2% grant from Hannahville to help with both the River Park and Stoney Point projects. Future grant proposals might be designed to help combat the phragmites infestation at those parks that have bay frontage.

An estimate for \$3200.00 was received from Alger-Delta for electrical upgrades at Shakey Lakes Park, specifically for the completion of the electrical loop within the park. The estimate does not include any costs associated with trenching.

- d. **Lease Program:** Brian reported that there were six long-term campsites still available. Bob requested that Kandace Curran be granted five or six rustic campsites for the weekend of the Menominee County Fair to accommodate those associated with the

horse pulling event.

- e. **Deputy in the Park Program:** Brian reported that no applications from eligible law enforcement officers had been received. The offer had been extended to the Michigan State Police but not to officers of the City of Menominee since they have no jurisdiction outside city limits.
- f. **Parks Website/Advertisements:** Brian announced that the website has been updated for the 2013 camping season.
- g. **Vendors/Concessionaires in Parks:** Brian reminded the board that the 2013 camping season will be the third and final year of the current 3-year contract with vendor/tenants at Shakey Lakes Park. A request to operate a food truck at Kleinke Park was received from a vendor. Charlie made a motion, seconded by Vola, to allow the vendor to sell food from his truck at the park for the current season. The motion carried.

**Correspondence:** Brian reported that he had received an additional complaint from a non-resident regarding the increase in camping rates for the 2013 season.

**Any Other Items Members Wish to Present:** There were no additional items.

Ruby offered a motion to adjourn that was seconded by Vola. The meeting was adjourned at 6:30 pm.

Respectfully submitted by Glenn D. Cody

# Menominee County Parks and Recreation Committee

## Meeting Minutes

May 6, 2013

The meeting was called to order at 5:00 pm by Bob Desjarlais at the Annex in Stephenson, MI on May 6, 2013.

Reporting for roll call were: Bob Desjarlais, Vola Bleile, Gail Jerzyk, Glenn Cody, County Administrator Brian Bousley, and County Commissioner Charlie Meintz. There was a quorum present to conduct the meeting.

**Approval of agenda:** A motion was made by Glenn and seconded by Charlie. The motion carried.

**Minutes:** A motion was made by Charlie to approve the minutes from the last meeting that was seconded by Vola. The motion carried.

### Public Comment:

Kandace Curran, Menominee County Fair Manager, expressed the need for exterior lighting on the fair pavilion, especially between the pavilion and the neighboring structure. Bob suggested that the park maintenance crew could install a pole with lights to illuminate the area between the two buildings.

Steve Sobe, Menominee County resident and long-term camper at Shakey Lakes Park, expressed two concerns regarding the new bath house. First, the concrete in the bathroom floors needed to be sealed immediately; otherwise odors could penetrate the concrete permanently. Second, camping vehicles approaching the bathhouse near the well-casing area might strike the corner eaves of the building. He offered to supply a bicycle rack for the area, that strategically placed, would encourage vehicles to remain at a safe distance from the structure.

Mickey Plautsch, Menominee County resident and long-term camper at Klenke Park, expressed her concern that the horseshoe pits were located too far away from the park pavilion. As a result, they are rarely used. In addition, she asked whether the 25 trees that were cut down in the camping area during the past few years might be replaced.

### Business:

- a. **Monthly Budget Review:** Brian distributed copies of the latest budget for the board's perusal and comment. He reported that the bottom-line remains fine; income and expenditures were in line for this time of year. Several members of the committee requested clarification of a few items which Brian provided.
- b. **Parks Projects /Grants:** Brian reported that the new bath house at Shakey Lakes Park was to be inspected on May 7. A plumbing inspection is also still needed. Alger-Delta Electric Cooperative Electric Association will begin the line upgrade along G-12 including the branch to Shakey Lakes Park sometime in mid May. Brian also reported that the grant check for projects at River Park would be arriving soon. He will also ask

the Hannahville Indian Community for additional funding. A call for bids for the well and electrical work will be issued shortly. As soon as the well is installed, four campsites can be established.

- c. **Lease Program:** Brian reported that there were three long-term campsites still available. He expects that they will be reserved in short order.
- d. **Parks Website/Advertisements:** Brian announced that the website has been updated for the 2013 camping season. Invoices will soon be mailed out to businesses that purchased advertising slots.
- e. **Vendors/Concessionaires in Parks:** A request to operate a food truck at Kleinke Park was received from a vendor and approved at the previous meeting. Since that time however, there was been no contact with the vendor.
- f. **Park Ranger / Park Manager Updates:** Brian remarked that there was nothing of interest to report.

**Correspondence:** None

**Any Other Items Members Wish to Present:** There were no additional items.

Charlie offered a motion to adjourn that was seconded by Vola. The meeting was adjourned at 5:40 pm.

Respectfully submitted by Glenn D. Cody



PINECREST BOARD OF TRUSTEES

DATE: April 25, 2013	PLACE: Board Room
PRESIDING: Gerald Smith, Chairperson	TIME: 2:00 p.m. CST
RECORDING SECRETARY: Lois Ball, Executive Secretary	

**Roll Call: Trustees Present:** Gerald Smith, Debbi Springinsguth, Katie Driscoll, Barbara Oliver, Randall VanGasse, Mary Bradley, Michael Kaufman, Jeffrey Naser and Richard Mapes, Administrator

**Trustees Absent:** Elaine Boyne

**Liaison Members Present:** Mary Harrington, and Jan Hafeman, John Degeneear, Jr.

**Leadership Team Members Present:** Darlene Smith, Candace Meintz, Sharline Corrigan, Jessica Boucher, Kelly Bellimore

**Guests:** Gerald McCole, Eric Conway, Amy Lantange

TOPIC	DISCUSSION	OUTCOME
Call to order	Chairperson Smith called the meeting to order at 2:00 p.m. CST	
Approval of April's Agenda	Trustee Kaufman asked that the election of Officers be added to the agenda. Trustee Driscoll asked that the Board Action on Minutes of the Closed Meeting from March 28, 2013 also	Trustee Bradley, supported by Trustee Driscoll, made a motion to

	be added.		accept the April Agenda with the added items. Motion carried.
2012 Financial Audit.	Eric Conway, from Plante and Moran reviewed the 2012 audit. Eric presented the Board with documents and information regarding the finances and suggested improvements for the facility. He discussed census decline and what is happening throughout the state.		A motion was made by Trustee Kaufman, supported by Trustee Bradley, to approve the audit as presented. Motion carried.
Board action on Minutes of the march 28, 2013 meeting	The minutes had been sent to Board Members prior to this meeting for their review.		A motion was made by Trustee Kaufman, supported by Trustee Oliver, to approve the minutes as presented. Motion carried.
Board action on closed meeting minutes of March 28, 2013.	The Board reviewed the minutes during this meeting.		A motion was made by Trustee Kaufman, supported by Trustee Bradley, to approve the minutes as presented. Motion carried.
Board action on review of Financial Statements	Candy Meintz, CFO, reviewed the Financial Statements for the month of March.		A motion was made by Trustee Bradley, supported by Trustee Driscoll. 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 Driscoll, supported by Trustee VanGasse, to approve the Manifest of Invoices as presented and to pay the bills. Motion carried.
Whispering Pines	Trustee Bradley reported that all homes and staff are doing fine. She stated that copies of the 2012 Management report had been passed out for your review. Jessica discussed the home health authority agreement. She and Richard had meetings with administrators of all 3 counties and changes were made to the agreement after their input. No county commissioner can be appointed to the Great Northern Home Care Board for more than their term limit as a county commissioner. The revised agreement has		A motion to accept the report was made by Trustee Naser, supported by Trustee Spinginsguth. Motion carried.

	<p>been emailed out to the county administrators this morning for review. The Whispering Pines Committee, at their meeting earlier today, has approved the changes and is looking to the Pinecrest Board to approve this. Looking for commissioners to appoint representatives to be on this newly forming Board. Jessica noted that they also had a meeting with Mitch from Dickinson County Healthcare System and we are looking at joint venturing with them. We will be meeting again to discuss our providing the chore services that Di County Hospital can't. This is part of our strategic plan. to joint venture with people.</p>	
<p><b>Bad Debt Write Offs</b></p>	<p>The Board reviewed the Bad Debt Write Offs for April in the amount of \$5,786.73</p>	<p>A motion was made by Trustee Bradley, supported by Trustee Driscoll, to accept the Bad Debt Write Off for April in the amount of \$5,786.73. Motion carried.</p>
<p><b>Resident Cable Television Policy</b></p>	<p>Resident Cable Television Policy. To better manage our televisions. It will go into the patient's admission packet. Currently we have a fee of \$8.00. new fee would be \$16.00 to include the television.</p>	<p>A motion was made by Trustee VanGasse, supported by Trustee Driscoll, to approve this policy. Motion carried.</p>
<p><b>Employee Referral Bonus</b></p>	<p>Employee Referral bonus – any employee who refers an individual for employment would be eligible for a \$250.00 bonus if certain criteria are met.</p>	<p>A motion to approve the Referral Bonus policy was made by Trustee Driscoll, supported by Trustee Bradley. Motion carried.</p>
<p><b>Licensed beds</b></p>	<p>The board was asked to consider the proposal to decrease the number of licensed beds in the facility from 160 to 140.</p>	<p>A motion was made by Trustee Kaufman, supported by Trustee</p>

	<p>Darlene Smith gave a presentation of the changes the facility would make with the decrease. She stated that over time we want to make more private rooms on 1<sup>st</sup> floor, with more private bathrooms. We will put 4 private rooms in the Special Care Unit, decreasing the number of beds in the unit due to acuity, and 2<sup>nd</sup> floor would have 4 private rooms. We have been working at a census of 128- to 130 beds, so staffing won't be changing. Trustee Naser asked about bathrooms. Mrs. Smith responded that bathrooms on 100 wing are private. Now on wings they will share bathroom between 2 and hope to work on getting private bathroom. We are removing 1 bed per room. Administrator Mapes stated that a letter will be sent to the State of Michigan next week asking that this be effective June 1<sup>st</sup>.</p> <p>The Board was asked to specifically approve the Agreement as presented.</p>	<p>VanGasse, to approve the delicensing of 20 beds. Motion carried.</p>
<p>GNHC Authority</p>		<p>A motion was made by Trustee VanGasse, supported by Trustee Driscoll, to approve the Great Northern Home Care Agreement as presented with the changes. Motion carried.</p>
<p>Unfinished and New Business</p> <p>Report on quality Assurance and Resident Council Committee</p> <p>Report of Safety Committee</p>	<p>Darlene Smith gave a report on Quality Assurance and the departments throughout the facility.</p> <p>Resident Council meetings were held at each facility. They reviewed the resident abuse State Standard, discussed their activity calendar for the upcoming month and any concerns the residents had.</p> <p>Lois Ball reported that the Safety Committee had met. There had been no major issues this month and the number of incidents/accidents has again declined. She credited a diligent staff for a decline in incidents.</p>	<p>A motion was made by Trustee Bradley, supported by Trustee Driscoll, to approve the reports as presented by Mrs. Smith. Motion carried.</p> <p>A motion to approve the Safety Committee Report was made by Trustee Oliver, supported by</p>

<p>Report on Meetings and Conferences Attended</p>	<p>Administrator Mapes reported that he had attended the MCSSA/MCMCFC District Meeting in Marquette. He noted that guest speakers were Steve from ElderCare Pharmacy and Vince from Employee Benefits agency who spoke on the affordable care act and the impact of this on our facilities. Administrator Mapes also stated that he had attended the Joint Provider Seminar in Novi at which he stated the main topic was advanced directives.</p> <p>Darlene Smith added that she had met with the DON's of the local nursing homes and also the Alzheimer's Support Group in Escanaba, which is doing very well.</p>	<p>Trustee Springinsguth. Motion carried.</p> <p>A motion was made by Trustee Driscoll, supported by Trustee Oliver, to approve the report as presented. Motion carried.</p>
<p>Administrator's Report MIOSHA Complaint Update</p>	<p>Administrator Mapes reported the he and two managers had traveled to Lansing for a hearing regarding discrimination. He stated that the petitioner did not show and therefore the judge dismissed the case. Trustee Naser asked if there was any way of recouping expenses, and a discussion was held on that.</p> <p>Administrator Mapes asked the Board for approve of travel and expenses of \$122.00for a one day workshop in Green Bay for 2 individuals.</p>	<p>A motion was made by Trustee Bradley, supported by Trustee Driscoll, to approve the \$122.00 expenditure. Motion carried.</p>
<p>Michigan Association of Activities Professionals</p>	<p>Administrator Mapes asked the Board to approve the travel, lodging and expenses of \$550.00 for the Activities Director, Cheryl Rochon, to attend this meeting.</p>	<p>A motion was made by Trustee Kaufman, supported by Trustee Naser to approve the \$550.00 costs for this seminar.</p>

**MCSSA/MCMCFC Spring Conference**

Administrator Mapes discussed the June Conference at Boyne Highlands. It was agreed that besides himself, Darlene Smith and Candace Meintz, one Board Member from each county would be chosen to attend. Jeff Naser from Menominee County, and Barbara Oliver from Dickinson County will attend. A Delta County representative will be chosen soon. He noted that the cost per individual for travel, registration and lodging would be \$1169.00.

**NACo Conference**

The NACo Conference will be held in Austin TX in July. The cost per person would be \$1896.00. Administrator Mapes asked the Board to approve the costs for travel, lodging and registration for himself and one Board Member. As President of NACHFA, and a Health Steering Committee Member, he stated that he will be reporting to the NACo Board at this meeting. The Board held discussions on which county should be representing the Board this year. The Board approved the expenditures and asked the Administrator to determine which county should be attending.

**American Transmission Company**

Administrator Mapes explained a presentation he had received from American Transmission Company regarding running new high voltage power lines on Pinecrest property. They are seeking easement on Pinecrest property. Trustee Naser discussed the proposals that ATC has made, and noted that future expansion of Pinecrest could be prohibited and aesthetics of the grounds could be hampered with the proposal made here. He suggested an alternate route and asked the Board to consider forming a committee to look into this. He noted that time is of the essence and asked that the meeting be held as soon as the Administrator can arrange it. He volunteered to be on this committee. Trustee VanGasse from Dickinson County and Trustee Smith from Delta County will also sit on the Committee. Liaison Member, Mary

A motion to approve the costs for this seminar was made Trustee Bradley, supported by Trustee Driscoll. Motion carried.

A motion to approve the costs of travel, lodging and registration for the 2013 NACo Summer Conference, for \$1896.00 per person, was approved by Trustee Kaufman, supported by Trustee Bradley. Motion carried.

A motion was made by Trustee Kaufman, supported by Trustee Driscoll, to approve the formation of a special committee to look into this proposal and report back to the Board. Motion carried.

<p><b>Election of Officers for the 2013-2014 year</b></p>	<p>Harrington, suggested that a Commissioner from each County also be on this committee. Administrator Mapes will try to contact the representative and set up a meeting for as soon as possible.</p> <p>Trustee Kaufman explained for new Board Members the succession of Board Members into the Executive Committee positions. He stated that it is time for the Board to act on this selection. He noted that last fall the Chairperson had been a Governor's appointee and had lost her position. Therefore, each person had moved up a position to fill the vacancy. He suggested that each person remain in their current position.</p>	<p>A motion was made by Trustee Kaufman, supported by Trustee Driscoll, to approve Gerald Smith as Chairperson for the 2013 – 2014 year. Motion carried.</p> <p>A motion was made by Trustee Kaufman, supported by Trustee Driscoll, to approve Barbara Oliver, as Vice-Chairperson for the 2013 – 2014 year. Motion carried.</p> <p>A motion was made by Trustee Kaufman, supported by Trustee Driscoll, to approve Mary Bradley, as Secretary for the 2013 -2014 year. Motion carried.</p>
<p><b>Comments from the Liaison Members</b></p>	<p>There were no comments from Liaison Members</p>	
<p><b>Comments from the Public</b></p>	<p>There were no comments from the Public</p>	
<p><b>Adjournment</b></p>	<p>The meeting adjourned at 3:57 pm.</p>	<p>A motion to adjourn the meeting was made by Trustee Bradley, supported by Trustee VanGasse. Motion carried.</p>

	<p>selection. He noted that last fall the Chairperson had been a Governor's appointee and had lost her position. Therefore, each person had moved up a position to fill the vacancy. He suggested that each person remain in their current position.</p>	<p>as Chairperson for the 2013 - 2014 year. Motion carried.</p> <p>A motion was made by Trustee Kaufman, supported by Trustee Driscoll, to approve Barbara Oliver, as Vice-Chairperson for the 2013 - 2014 year. Motion carried.</p> <p>A motion was made by Trustee Kaufman, supported by Trustee Driscoll, to approve Mary Bradley, as Secretary for the 2013 -2014 year. Motion carried.</p>
<p>Comments from the Liaison Members</p>	<p>There were no comments from Liaison Members</p>	
<p>Comments from the Public</p>	<p>There were no comments from the Public</p>	
<p>Adjournment</p>	<p>The meeting adjourned at 3:57 pm.</p>	<p>A motion to adjourn the meeting was made by Trustee Bradley, supported by Trustee Van Gasse. Motion carried.</p>

Mary Bradley, Secretary  
 BARBARA OLIVER

*Barbara J. Oliver*

Richard Mapes, Administrator

*[Signature]*

## MENOMINEE COUNTY BOARD OF COMMISSIONERS DISCUSSION ITEM

<b>SUBJECT:</b>	<b>Affordable Care Act – Part time hours</b>
<b>DEPARTMENT:</b>	<b>Administration</b>
<b>ATTACHMENTS:</b>	<b>Yes</b>
<b>SUMMARY:</b>	
<p>Discussion of the implementation of the Affordable Care Act. Beginning August 4, 2013, Administrator Bousley would like to run a baseline of 29 hours per week for each part time employee to see how the numbers run prior to voting on the final hr./wk. allowance for Menominee County. (This may be adjusted prior to the effective date of the Affordable care act, 2014)</p>	
<b>RECOMMENDED MOTION</b>	

Submitted by:     **Brian Bousley**    

    **06/20/2013**      
Date

**WORKSHOP ACTION**

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

**COUNTY BOARD ACTION**

**DATE:**

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

Part-Time Employee Policy Effective 8/04/2013

Effective August 4<sup>th</sup> 2013-All part time County Employees shall not be allowed to work more than 29 hours per week. All County Department Heads/Elected Officials/Judges shall not schedule part time employees more than 29 hours per week. **All Departments Heads shall seek prior approval from the Administrator if you have to schedule an employee for more than twenty nine hours per week. (i.e training or and emergency situation).**

- B. The bargaining committee's sole function shall be to meet with Employer representatives for the purpose of negotiations. It is understood that the Union and the Employer may bring additional personnel to the negotiating session to address certain areas of concern and/or expertise during the collective bargaining process. The designated bargaining committee members will receive release time from their regular scheduled work hours for negotiating sessions if negotiating sessions are scheduled during the member's regular scheduled working hours. Members of the bargaining committee shall be paid for all time spent in negotiations during their regularly scheduled working hours. The above will be restricted, for pay purposes only, to a maximum of three (3) employees.

## **ARTICLE 7**

### **DEFINITION OF EMPLOYEES**

**SECTION 1. Definitions.** The terms "employee" and "employees", when used in this Agreement, shall refer to and include only those regular full-time employees and regular part-time employees who have completed their probationary period as set forth in this Agreement and who are employed by the Employer in the collective bargaining unit described in Article 1. For purposes of this Agreement, the following definitions shall be applicable:

- A. **Regular Full-Time Employees:** Employees regularly scheduled on a permanent basis to work forty (40) hours per week shall be considered as regular, full-time employees.
- B. **Regular Part-Time Employees:** Employees who are regularly scheduled to work less than forty (40) hours per week, but no less than twenty (20) hours per week shall be classified as regular, part-time employees. Part-time employees that are scheduled to work 8 hours per day, may not work more than nine 8 hour days in any calendar month.
- C. **Special Part-Time Employees:** Employees who are regularly scheduled to work less than twenty (20) hours per week shall be classified as special, part-time employees. These employees shall not be covered by this collective bargaining agreement. These employees will not be used to replace employees from the unit who are on layoff status.
- D. **Substitute Employees:** These are employees who take the place of an employee on a non-permanent basis until the regularly assigned employee returns, or is replaced, provided the Employer is making a good faith effort to fill the position. These employees shall not be covered by this collective bargaining agreement. These employees will not be used to replace employees from the unit who are on layoff status. Such employees may be used to cover vacancies created by employee separations as long as that employee has a legal right to return to that position, or if the Employer is actively seeking a new employee, until the vacancy is filled.
- E. **Cooperative Learning (Co-op) and Grant-Supported Positions:** The Employer reserves the right to hire or use the services of persons to perform bargaining unit work, who perform services for work experience or educational credits; or

whose positions are funded by State, Federal or local government or any of their agencies, or any educational institution, or foundations through non-categorical grants. These positions include, but are not limited to, co-op students, JTPA participants, work study students, etc. Such employees shall be retained for the duration of the grant or the work experience program specifications. Such employees may not displace bargaining unit employees, or replace laid off bargaining unit employees or substantially replace a bargaining unit employee.

- F. **Seasonal Employees:** A seasonal employee is an employee who provides seasonal services, which is not of permanent nature and who does not work more than seven hundred eighty (780) compensated hours in any one (1) year, unless the time is extended by mutual agreement. Seasonal employees shall be compensated by wages only, and shall not be covered by the provisions of this Agreement.
- G. **Temporary Employees:** A temporary employee is an employee who provides services, when help is required in a job assignment or position, which is not of permanent nature and who does not work more than two hundred forty (240) compensated hours in any one (1) year, unless the time is extended by mutual agreement. Temporary employees shall be compensated by wages only, and shall not be covered by the provisions of this Agreement.

## **ARTICLE 8**

### **GRIEVANCE AND ARBITRATION**

#### **SECTION 1.**

- A. The term "grievance" shall mean an allegation that there has been a breach, misinterpretation, or improper application of this Agreement.
- B. A person, group, or representative, designated in the grievance procedure steps, may have a designee appointed to satisfy the requirements herein.
- C. Time limit "days" shall be defined as normal Courthouse working days, exclusive of holidays, and the day of the occurrence will not be counted as a day for time limit purposes.
- D. During the course of operations there will be instances where employees have problems other than grievances. In order for the time limits to be adhered to properly, an employee must specify clearly to the Employer and/or Department Head that the problem they are discussing is a potential grievance, so that the Employer and/or Department Head can answer as called for under this grievance procedure.
- E. The time limits established in the Grievance Procedure shall be followed by the parties. If the Union fails to present a grievance in time or to advance it to the next step in a timely manner, it shall be considered to be withdrawn. If the time procedure is not followed by the Employer and/or Department Head, the grievance shall automatically be deemed settled on the basis of the Union's last position. The time limits established in the Grievance Procedure may be

**ARTICLE 7  
DEFINITION OF EMPLOYEES**

Definitions . The terms "employee" and "employees", when used in this Agreement, shall refer to and include only those regular full-time employees and regular part-time employees who have completed their probationary period as set forth in this Agreement and who are employed by the Employer in the collective bargaining unit described in Article 1. For purposes of this Agreement, the following definitions shall be applicable:

A. Regular Full-Time Employees : Employees regularly scheduled on a permanent basis to work eighty (80) hours per two (2) week pay period shall be considered as regular, full-time employees.

B. Regular Part-Time Employees: Employees who are regularly scheduled to work at least (4) four shifts in a two (2) week pay period but less than (80) hours in the same (2) week pay period shall be classified as regular, part-time employees.

Unless a temporary or seasonal employee is filling in for the absence of a bargained unit employee, the Employer shall not be allowed to retain such temporary employee for a period longer than one hundred eighty (180) calendar days or such employee shall have attained seniority unless the one hundred eighty (180) calendar day period is extended by mutual agreement of the Employer and the Union.

Temporary employees may be retained longer than one hundred eighty (180) calendar days and shall attain seniority in cases in which the temporary employee is filling in for a regular bargaining unit employee on an approved leave of absence.

**ARTICLE 8  
GRIEVANCE PROCEDURE**

Section 1. Grievance. A grievance is defined as an alleged violation of a specific article and section of this Agreement. If any such grievance arises, there shall be no stoppage or suspension of work on account of such differences, but the grievance shall be submitted to the following grievance procedure. For the purpose of this article, working days are defined as Monday through Friday excluding holidays. Unless mutually agreed upon, if at any step during the grievance process either party fails to comply with the time limits set forth in Section 2, the grievance shall be deemed resolved in the favor of the other party.

Section 2. Procedure. Within ten (10) working days after the time a grievance arises, or the employee is aware, or reasonably should have been aware of an alleged violation, an employee who believes he has a grievance shall attempt to discuss the matter with the E-911 Director personally, and may be accompanied by a Union Steward. It shall be the objective of both parties to resolve the matter in this informal manner. In the event the grievance is not settled in this matter, the following formal grievance procedure shall apply:

Step One : Within five (5) working days after meeting with the E-911 Director, an aggrieved employee will reduce her grievance to writing, and present the grievance to the E-911 Director for her written answer. The written grievance shall name the employee(s) involved, shall state the facts giving rise to the grievance, shall state the date on which the alleged grievance arose, shall identify all the provisions of this Agreement alleged to be violated by appropriate reference, shall state the contention of the employee(s) and of the Union with respect to these provisions, shall indicate the relief requested, and shall be signed and dated by the aggrieved employee(s) or the aggrieved employee(s) and Union. The E-911 Director shall give the aggrieved employee(s) an answer in writing, including the Employer's rationale for the answer, no later than five (5) working days after receipt of the written grievance.

Section 2. In a desire to restate their respective policies, neither the Employer nor the Association shall unlawfully discriminate against any employee because of such employee's race, color, religion, sex, national origin, or age or because he/she is handicapped, a disabled veteran or a veteran of the Vietnam era.

#### ARTICLE 4. SECURITY

Section 1. Pursuant to and in accordance with all applicable provisions of the laws of Michigan, the Employer does hereby recognize the District Court Employees Association as the exclusive representative for the purpose of collective bargaining with respect to wages, hours of employment and working conditions for the term of this Agreement of all employees included in the bargaining unit.

Section 2. The terms of this Agreement have been made for all employees in the bargaining unit.

#### ARTICLE 5 EMPLOYER SECURITY

Section 1. No Strike Pledge. The members of this bargaining unit under this agreement will not engage in or encourage any strike.

Section 2. No lockout. The Employer will not lockout any employees during the term of this Agreement.

#### ARTICLE 6 ASSOCIATION REPRESENTATION

Section 1. The Employer and the Association agree to meet and confer on matters of clarification of the terms of this Agreement, or matters relating to the operation of the 95A District Court, upon the written request of either party. The written request shall be made in advance and shall include a statement of the nature of the matter(s) to be discussed and the reasons for requesting the meeting. Discussion shall be limited to matters set forth in the request. It is agreed that special meetings shall not be for the purpose of conducting continuing contract bargaining negotiations, nor in any way modify, alter, change or detract from the agreement provisions. Special conferences shall not be used instead of the Grievance Procedure to deal with grievances. The time for such conferences shall be arranged by mutual agreement between the parties.

#### ARTICLE 7 DEFINITION OF EMPLOYEES

Section 1. Definitions. The terms "employee" and "employees", when used in this Agreement, shall refer to and include only those regular full-time employees who have completed their probationary period as set forth in this Agreement and who are employed by the Employer in the collective bargaining unit described in Article 1. For the purpose of this Agreement, Regular Full Time Employees are Employees regularly scheduled on a permanent basis to work 40 hours per week shall be considered as regular, full-time employees.

#### ARTICLE 8 GRIEVANCE AND ARBITRATION

##### Section 1.

- A. The term "grievance" shall mean an allegation that there has been a breach, misinterpretation, or improper application of this Agreement.
- B. A person, group, or representative, designated in the grievance procedure steps, may have a designee appointed to satisfy the requirements herein.
- C. Time limit "days" shall be defined as normal Courthouse working days, exclusive of holidays, and the day of the occurrence will not be counted as a day for time limit purposes.
- D. During the course of operations there will be instances where employees have problems other than grievances. In order for the time limits to be adhered to properly, an employee must specify clearly to the Employer and/or Department Head that the problem they are discussing is a potential grievance, so that the Employer and/or Department Head can answer as called for under this grievance procedure.

## MENOMINEE COUNTY BOARD OF COMMISSIONERS DISCUSSION ITEM

<b>SUBJECT:</b>	<b>Resolution 2013-12 ~ Support the use of VTC (Video Conferencing) for Local Assessor and Equalization Director training.</b>
<b>DEPARTMENT:</b>	Administration/Commissioners
<b>ATTACHMENTS:</b>	Yes
<b>SUMMARY:</b> Commissioner Jan Hafeman wrote this resolution Due to the yearly assessor training always being held so far from Menominee County, in an attempt to save some tax payer money, we would like to see the use of Video teleconferencing be used for Local Assessor and Equalization Director training. Commissioners are asked to support this resolution.	
<b>RECOMMENDED MOTION</b>	

Submitted by:       **Brian Bousley**      

      **06/20/2013**        
Date

**WORKSHOP ACTION**

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

**COUNTY BOARD ACTION**

**DATE:**

	<b>Approved</b>
	<b>Disapproved</b>
	<b>Approved with the following change(s):</b>

*"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 DuPont - Administrative Assistant  
Telephone: (906) 863-7779 or 863-9648  
Fax: (906) 863-8839*

### Resolution 2013-12

Support the use of Video Teleconferencing for Local Assessor and  
Equalization Director Training

Whereas there approximately 150-200 assessors and 15 equalization directors in the Upper Peninsula,  
and

WHEREAS the majority of these people will be at retirement age within the next five years, or are  
currently at retirement age, and

WHEREAS established by PA 206 of 1893, each assessor and equalization director must be licensed, and  
it takes 18 months to complete assessor training, and 2 additional years to complete equalization  
director training at Lansing , and

WHEREAS this currently requires a 3-day trip monthly (one day travel to Lansing, one day class, and one  
day travel home), plus travel 462 to 1070 miles and two days lodging, and

WHEREAS the cost of classes for assessor training is \$2,500 plus books and materials, and

WHEREAS the cost of travel, lodging, and classes becomes cost prohibitive for those who cannot afford  
the training, and

WHEREAS each assessor and each equalization director is required to take 12 hours of renewal training  
(available on-line or at Lansing) annually, in addition to the required pre-licensing classes, and

THEREFORE BE IT RESOLVED that assessor training and equalization director training be offered in the  
Upper Peninsula via video teleconferencing at LSSU, Sault Ste. Marie; NMU, Marquette; BDCC,  
Escanaba; BDCC, Iron Mountain; MTU, Houghton; and GCC, Ironwood, and

BE IT FURTHER RESOLVED that this resolution be sent to Senator Casperson, Representatives McBroom,  
Dianda, and Kivela, MAC, UPCAP, and the 15 Upper Peninsula counties.

YEAS: \_\_\_\_\_

NAYS: \_\_\_\_\_

RESOLUTION ADOPTED: \_\_\_\_\_

\_\_\_\_\_  
Charlie Meintz, Chairperson  
Menominee County Board of Commissioners

\_\_\_\_\_  
Marc Kleiman, Menominee  
County Clerk

*Bernie Lang    Charlie Meintz - Chairperson    Larry Schei - Vice Chairperson    James Furlong  
Doug Krienke    John Nelson    Chris Plutchak    Gerald Piche    Jan Hafeman*

## MENOMINEE COUNTY BOARD OF COMMISSIONERS DISCUSSION ITEM

<b>SUBJECT:</b>	<b>DHS Meeting Fee Reimbursements</b>
<b>DEPARTMENT:</b>	<b>Administration</b>
<b>ATTACHMENTS:</b>	<b>Yes</b>
<b>SUMMARY:</b>	
<p>The Menominee County Department of Human Services is requesting the County Board to consider allowing their board members be allowed meeting fee reimbursements equivalent to the commissioners.</p>	
<b>RECOMMENDED MOTION</b>	
<p>Discussion from 6.11.13 – to obtain more information and to see why some committee members are paid meeting fees and some are not.</p>	

Submitted by:     **Brian Bousley**    

    **06/20/2013**      
Date

### WORKSHOP ACTION

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

### COUNTY BOARD ACTION

**DATE:**

	<b>Approved</b>
	<b>Disapproved</b>
	<b>Approved with the following change(s):</b>



RICK SNYDER  
GOVERNOR

STATE OF MICHIGAN  
DEPARTMENT OF HUMAN SERVICES  
DELTA/MENOMINEE



MAURA CORRIGAN  
DIRECTOR

02/26/2013

Mr. Brian Bousley, County Administrator  
Menominee County Courthouse  
839 10th Avenue  
Menominee, MI 49858-3000

Re: New reimbursement Policy for Boards Funded by the Menominee County Board of Commissioners.

Dear Mr. Bousley,

The Menominee County, Department of Human Services is requesting a reconsideration of this new policy as it relates to this board.

The county DHS Board is mandated through 1939 PA 280, 400.45. Section 45 (4) states: "The salary and expenses of each member of the county board shall be fixed by the county board of commissioners ...." This section should be interpreted as stating that DHS Board members are not volunteers and are to be paid for their service, which has indeed been the case in all of the history of the Menominee County DHS Board since this law was enacted.

Further, the DHS Board receives an annual allocation from the County Board of Commissioners for the use of the DHS Board, with the board members being wholly responsible for the expenditure of those funds. The board members are paid out of those funds. This situation is similar to what occurs with the Community Action Agency Board, Community Mental Health Board and other similar boards who continue to pay their board members as they have throughout their history.

This board feels that the letter received from the County Administrator does not apply to this board and is asking that the letter be rescinded and that the DHS Board members continue to be paid for their service as was intended by Public Act 280.

Thank you for your prompt consideration of this matter.

Sincerely,

Russell K. Sexton, Board Secretary

Cc: Menominee County DHS Board Members  
File

Menominee County Committees/Boards	Meeting Fee Commissioners only	Meeting Fee not commissioners	Mileage	Notes
Airport, Twin County		\$0	IRS rate	from General Ledger
Building Code Construction Board of Appeals		\$0	IRS Rate	from General Ledger
Board of Canvassers		\$50	IRS Rate	from General Ledger (per statute)
Community Action Agency		0	.48/mi	Human Resources Authority
Corrections Advisory Board WCUP		\$0	IRS Rate	CAB-WCUP
E-911 Governing Board		\$0	\$0	
DHS Board/Pinecrest Board of Trustees		\$0	IRS Rate	from DHS Board Approp.
Menominee County Fair		\$0	IRS Rate	paid for MC Fair Board
Menominee County Library Board		\$0	IRS Rate	MC Library
Mental Health/ Northpointe Board of Directors	\$40	\$40	.50/mi	from the NP board
Planning Commission		\$0	IRS Rate	from General Ledger
Parks and Recreation Committee		\$0	IRS Rate	from General Ledger
Remonumentation Planning Committee		\$0	\$0	
Board of Health		\$50	.48/mi	From Board of Health
UP State Fair Authority Gov. Board		0	IRS Rate	from the GL
Menominee County Road Commission	\$50 or \$75 out of town	\$50	IRS Rate	Road Commission - per resolution
Men. Business Development Corp.		0	0	
Jury Commission		\$50	IRS Rate	from General Ledger (Per statute)
Ad-Hoc 3 way road program		0	IRS Rate	From General Ledger
UP 9-1-1 Authority Board		0	0	
Six Co. Employment Alliance (MIWorks)	\$22/dinner		IRS rate	Six county emp. Alliance
UPCAP		0	Yes	UPCAP



STATE OF MICHIGAN  
**Department of  
Human  
Services**

## Memo

**Delta/Menominee/Dickinson DHS**  
305 Ludington Street  
Escanaba, MI 49829  
www.michigan.gov

**Administration**

Tel: 906 786-5394  
Fax: 906 786-5350

To: Menominee County DHS Board Members  
From: Russell K. Sexton, Director  
Subject: DHS Board Per Diem Rates

Date: 01/15/2013

**Public Act 280 states, "Members of the board shall be reimbursed for necessary travel and other expenses, and shall be paid such amounts as shall be fixed by the Board of Commissioners" (400.46, Sec. 46.5).**

**Reimbursement amounts can be found in County Board Resolutions R91-11 through R91-15.**

**The following information was received from the County administrator's Office.**

<b>Personal Mileage</b>	<b>.55 per mile</b>
<b>Meeting Fee</b>	<b>\$50.00 (\$100.00 maximum per day)</b>
<b>Special Conference Fee</b>	<b>\$75.00 per day</b>
<b>Breakfast</b>	<b>Up to \$7.50</b>
<b>Lunch</b>	<b>Up to \$10.00</b>
<b>Dinner</b>	<b>Up to \$17.50</b>
<b>Lodging per night</b>	<b>Actual amount not to exceed \$60.00</b>

**NOTE: Expenses must be supported by receipts.**

- (g) Provide services not inconsistent with this code.
- (h) Participate in the cost reimbursement program set forth in sections 2471 to 2498.
- (i) Perform a delegated function unless otherwise prohibited by law.

History: 1978, Act 368, Eff. Sept. 30, 1978.

Popular name: Act 368

**333.2437 Exercise by department of public health of power vested in local health department.**

Sec. 2437. The department, in addition to any other power vested in it by law, may exercise any power vested in a local health department in an area where the local health department does not meet the requirements of this part.

History: 1978, Act 368, Eff. Sept. 30, 1978.

Popular name: Act 368

**333.2441 Adoption of regulations; purpose; approval; effective date; stringency; conflicting regulations.**

Sec. 2441. A local health department may adopt regulations necessary or appropriate to implement or carry out the duties or functions vested by law in the local health department. The regulations shall be approved or disapproved by the local governing entity. The regulations shall become effective 45 days after approval by the local health department's governing entity or at a time specified by the local health department's governing entity. The regulations shall be at least as stringent as the standard established by state law applicable to the same or similar subject matter. Regulations of a local health department supersede inconsistent or conflicting local ordinances.

History: 1978, Act 368, Eff. Sept. 30, 1978;—Am. 1986, Act 76, Imd. Eff. Apr. 7, 1986;—Am. 2010, Act 72, Imd. Eff. May 13, 2010.

Popular name: Act 368

**333.2442 Adoption of regulation; notice of public hearing.**

Sec. 2442. Before adoption of a regulation the local health department shall give notice of a public hearing and offer any person an opportunity to present data, views, and arguments. The notice shall be given not less than 10 days before the public hearing and not less than 20 days before adoption of the regulation. The notice shall include the time and place of the public hearing and a statement of the terms or substance of the proposed regulation or a description of the subjects and issues involved and the proposed effective date of the regulation. The notice shall be published in a manner calculated to give notice to persons likely to be affected by the proposed regulation. Methods which may be employed, depending on the circumstances, include publication of the notice in a newspaper of general circulation in the jurisdiction, or when appropriate, in a trade, industry, governmental, or professional publication.

History: 1978, Act 368, Eff. Sept. 30, 1978.

Popular name: Act 368

**333.2443 Violation of regulation or order; misdemeanor; penalty.**

Sec. 2443. Except as otherwise provided in this act, a person who violates a regulation of a local health department or order of a local health officer under this act is guilty of a misdemeanor punishable by imprisonment for not more than 6 months or a fine of not more than \$200.00, or both.

History: Add. 2010, Act 72, Imd. Eff. May 13, 2010.

Popular name: Act 368

**333.2444 Fees for services; expenses and compensation.**

Sec. 2444. (1) A local governing entity, or in case of a district the district board of health, may fix and require the payment of fees for services authorized or required to be performed by the local health department. The local governing entity or district board may revoke, increase, or amend the fees. The fees charged shall not be more than the reasonable cost of performing the service.

(2) Members of a local board of health may receive necessary traveling expenses for attending meetings and may receive compensation as determined by the local governing entity for each meeting attended.

History: 1978, Act 368, Eff. Sept. 30, 1978.

Popular name: Act 368

**333.2446 Inspection or investigation.**

DHS

**THE SOCIAL WELFARE ACT (EXCERPT)**

Act 280 of 1939

**400.45 Creation, powers, duties, and composition of county family independence agency; powers and duties of family independence agency board; offices; salary and expenses; prohibition; appointment and oath of board members; appointment and qualifications of directors, employees, and assistants; evaluation of county director; availability of writings to public.**

Sec. 45. (1) A county family independence agency is created in each county of this state, which shall possess the powers granted and perform the duties imposed in this act. The county family independence agency shall consist of a county family independence agency board and the director of the county family independence agency, together with assistants and employees as may be necessary to operate the county family independence agency. As used in this act, references to "county department of social services" or "county department" mean the county family independence agency and references to "county social services board" and "county board" mean the county family independence agency board.

(2) The powers and duties of the county family independence agency board include all of the following:

(a) Supervision of and responsibility for the administration of the county infirmary and county medical care facility and child caring institution, except as provided in sections 55(c) and 58.

(b) Conduct, in conjunction with the family independence agency, an annual review of social service programs operating within the county.

(c) Development of policy and supervision of the administration of social service programs authorized by the county board of commissioners or financed solely from county funds or county administered funds.

(d) Development and administration of employment programs and work training projects complementary to and not in conflict with state programs.

(e) Review and submit recommendations on contracts involving programs administered by the family independence agency proposed to be entered into between the family independence agency and public or private agencies within the county including proposed purchases of service contracts from applicant agencies within the county eligible for funding under title XX of the social security act, chapter 531, 49 Stat. 620, 42 U.S.C. 1397 to 1397f. A contract shall not be entered into between the family independence agency and a public or private agency within the county until the board has been provided an opportunity for review of the contract. The board shall be advised by the family independence agency within 30 days after contracts have been signed with an explanation of the differences between contracts recommended by the board and those actually entered into.

(f) Act as the agent for the county board of commissioners in the development of coordinated or consolidated approaches to the delivery of social services and cooperative service delivery arrangements between the family independence agency and each public and private social service agency within the county.

(g) Represent the county board of commissioners in all negotiations between the county and the family independence agency.

(h) Make annual policy recommendations to the Michigan county social services association on annual departmental appropriations, priorities for utilization of title XX funds, eligibility standards for general public relief and burial, employment programs, work training projects, and other related issues.

(3) The family independence agency shall provide suitable office accommodations for programs funded in whole or in part with state funds. The county family independence agency board shall review and recommend to the director proposed office sites within the county. The director shall notify the board before final site selection with an explanation of the selection of a site other than that proposed by the board.

(4) The salary and expenses of each member of the county board shall be fixed by the county board of commissioners according to the amount of time the member devotes to the performance of official duties. A member of the county board may not serve as the director or an employee of the county family independence agency. The members of the county boards shall be appointed at the annual October session of commissioners, and members shall qualify by taking and filing the oath of office with the county clerk, and shall assume their duties as prescribed by this act not later than November 1 of the year appointed.

(5) The director, employees, and assistants of the county family independence agency shall be appointed by the family independence agency from among persons certified as qualified by the state civil service commission. The county family independence agency board shall review the qualifications of and interview each applicant for the position of county family independence agency director. The county director shall be appointed from among persons certified as eligible and recommended by the family independence agency and by the county board. These appointment provisions do not apply under conditions of reduction in state work force, in which case the administrative employment preference rules for bumping promulgated by the

**REVISED JUDICATURE ACT OF 1961 (EXCERPT)**  
**Act 236 of 1961**

**600.1302 Jury board; election of president and secretary; salary of members; quorum.**

Sec. 1302. The jury board shall elect annually from its members a president and secretary. The members of the board shall be paid an annual salary in an amount fixed by the board of commissioners or, instead of an annual salary, be paid an amount fixed by the board of commissioners for each day of service. A majority of the board constitutes a quorum.

**History:** Add. 1968, Act 326, Eff. Nov. 15, 1968;—Am. 1972, Act 303, Eff. Jan. 1, 1973;—Am. 1980, Act 438, Eff. Sept. 1, 1981;—Am. 1996, Act 374, Eff. Oct. 1, 1996.

**Compiler's note:** Sections 2 and 4 of Act 438 of 1980 provide:

**“Conditional effective date; action constituting exercise of option; effect of exercising option.**

“Section 2. (1) This amendatory act shall not take effect unless the city of Detroit and the county of Wayne, by resolutions adopted not later than May 1, 1981, by the governing bodies of the city and the county, respectively, agree to assume responsibility for any expenses required of the city or the county by this amendatory act, and the bills listed in enacting section 7 which are enacted and take effect.

“(2) If the city of Detroit and the county of Wayne, acting through their governing bodies, agree to assume responsibility for any expenses required of the city and the county by this amendatory act, and the bills listed in enacting section 7 which are enacted and take effect, that action constitutes an exercise of the city's and the county's option to provide a new activity or service or to increase the level of activity or service offered in the city of Detroit and the county of Wayne beyond that required by existing law, as the elements of that option are defined by Act No. 101 of the Public Acts of 1979, being sections 21.231 to 21.244 of the Michigan Compiled Laws, and a voluntary acceptance by the city and the county of all expenses and capital improvements which may result from establishment of the district court in the thirty-sixth district and the reorganization of the circuit court in the third judicial circuit and the recorder's court of the city of Detroit. However, the exercise of the option does not affect the state's obligation to pay the same portion of each district or circuit judge's salary which is paid by the state to the other district or circuit judges, or to appropriate and disburse funds to the district control units, city, or county, for the necessary costs of state requirements established by a state law, other than this amendatory act or the bills listed in enacting section 7 which becomes effective on or after December 23, 1978.”

The resolutions referred to in Section 2 were adopted by the city council of the city of Detroit on April 29, 1981, and by the board of commissioners of the county of Wayne on April 30, 1981.

**“Effective date of certain sections.**

“Section 4. Sections 304, 555, 563, 564, 567, 591, 592, 593, 594, 595, 641, 821, 1114, 1123, 1168, 1302, 1303, 1306, 1417, 1471, 1481, 5706, 8202, 8271, 8272, 8273, 8275, 8281, 8283, 8302, 8314, 8322, 8501, 8521, 8525, 8535, 8621, 9924, 9944, and 9947 shall take effect September 1, 1981.”

**MICHIGAN ELECTION LAW (EXCERPT)**  
**Act 116 of 1954**

**168.24f Board of county canvassers in counties having population of less than 1,500,000; payments for meetings and reimbursement of expenses.**

Sec. 24f. (1) In counties having a population of 475,000 or more but less than 1,500,000, the members of the board of county canvassers shall receive actual and necessary expenses incurred in the performance of their official duties, and in addition shall be paid at a rate which is equal to the per diem rate paid to the county board of commissioners for meetings, or which is equal to 1/2% of the annual salary paid to members of the county board of commissioners, whichever is greater. Payments for meetings and reimbursement of expenses shall be paid by the county treasurer upon the warrant of the county clerk.

(2) In counties having a population of less than 475,000, the members of the board of county canvassers shall receive actual and necessary expenses incurred in the performance of their official duties, and in addition shall be paid the same daily rate as is paid the members of the board of commissioners for meetings. Payments for meetings and reimbursement of expenses shall be paid by the county treasurer upon the warrant of the county clerk.

**History:** Add. 1963, Act 237, Eff. Sept. 6, 1963;—Am. 1966, Act 81, Eff. Mar. 10, 1967;—Am. 1982, Act 154, Imd. Eff. May 17, 1982.

**Popular name:** Election Code

"Menominee - Where the best of Michigan begins"

# MENOMINEE COUNTY BOARD OF COMMISSIONERS

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

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

## MENOMINEE COUNTY ROAD COMMISSIONER COMPENSATION

### RESOLUTION 09-05

Commissioner Furlong moved for adoption of the following:

**WHEREAS**, the level of salaries, meeting fees and mileage rates paid to the members of the Menominee County Board of Road Commissioners must be set and authorized for payment by the Menominee County Board of Commissioners, and

**WHEREAS**, the Menominee County Board of Commissioners is the only body legally authorized to designate the source of the funds that shall be used by the Menominee County Board of Road Commissioners for the payment of its members' salaries, meeting fees and mileage expenses and, if authorized by the Menominee County Board of Commissioners any entitlements to any other benefits such as life insurance, hospitalization and health benefits, retirement benefits and so forth, and

**WHEREAS**, the Menominee County Board of Road Commissioners has officially requested that the Menominee County Board of Commissioners now do so as required by law.

#### BE IT NOW RESOLVED THAT,

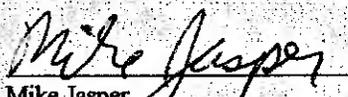
The members of the County Board of Road Commissioners respectfully request that Road Commissioners, be they either elected or appointed, shall be paid the following salaries, meeting fees and mileage rates, **effective April 1<sup>st</sup>, 2009**, which shall be funded from and in, and paid from the County Road Commission's County Road Fund, and not by the County of Menominee's General Fund.

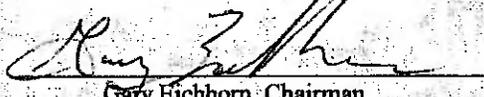
- a) A salary of \$4,500.00 per annum for the Chair and \$4,000 per annum for members.
- b) A meeting fee of \$50.00 per meeting attended.
- c) A mileage reimbursement equal to IRS allowance per mile driven by any one of its members in connection with the official business of the Menominee County Board of Road Commissioners. (01/01/09 - \$.55/mile)

Motion supported by Commissioner Peterson and carried by the following vote:

Ayes: 5 Nays: -0-

Adopted by the Menominee County Board of Commissioners on the 24 day of February, 2009

  
Mike Jasper  
Menominee County Clerk

  
Gary Eichhorn, Chairman  
Menominee County Board of Commissioners

Gary Eichhorn - Chairperson

Dick Peterson - Vice Chairperson

Bernie Lang

James Furlong

Garry Anderson

**MENOMINEE COUNTY BOARD OF COMMISSIONERS  
DISCUSSION ITEM**

<b>SUBJECT:</b>	<b>Commissioner Per Diems and Expenses</b>
<b>DEPARTMENT:</b>	<b>Administration</b>
<b>ATTACHMENTS:</b>	<b>Yes</b>
<b>SUMMARY:</b>	
Board to review Commissioner per diems and expenses as recently submitted for payment	
<b>RECOMMENDED MOTION</b>	

Submitted by:     **Brian Bousley**    

    **06/20/2013**      
Date

**WORKSHOP ACTION**

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

**COUNTY BOARD ACTION**

**DATE:**

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

# Commissioner Meeting Fee Expense Form

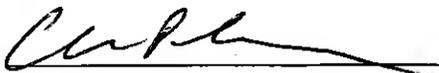
**RECEIVED**  
6/10/13  
Menominee County Administrator

Name of Commissioner Chris Plutchak

\$50.00 per meeting - Reg. or Special County Board meeting (and assigned committee meetings)  
\$75.00 MAC or UPACC Conference

Date	Meeting Description & Duration	Meeting Expense
5-14	CB Meeting	50.00
5-21	TCA Meeting	50.00
5-28	CB Meeting	50.00
5-3	Committee of the Whole	50.00
<b>Total Per Diem</b>		<b>200.00</b>

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

Commissioner Signature: 

Date: 5-31-13





**MENOMINEE COUNTY  
BOARD OF COMMISSIONERS  
REIMBURSEMENT VOUCHER**

**RECEIVED**

5/29/13

Menominee County Administrator

Mileage: \$ .565/mile – effective 01 January 2013

\*Meals Maximum of \$40 per day

\*must attach receipt for reimbursement

\*meals provided by conference will NOT be reimbursed

Name: **Jan Hafeman ~ District**

Date	Meeting Place	# of miles	X .565/mile	Total Cost	Account Number
5/13/13	Co. Bd Finance-Menominee	76			101-101-860.10
5/14/13	Pinecrest-ATC Mtg-Pinecrest	14			101-101-860.10
5/14/13	County Board Mtg-Menominee	76			101-101-860.10
5/15/13	Board of Health Mtg- Pinecrest	14			101-101-860.10
5/16/13	UPCAP Mtg-Casio	32			101-101-860.10
5/16/13	UPACC Conf- Casino	---			101-101-860.10
5/17/13	UPACC Conf-Casino	32			101-101-860.10
5/23/13	Pinecrest Board- Pinecrest	14			101-101-860.10
5/28/13	County Board Mtg-Menominee	76			101-101-860.10
		<b>334</b>	<b>Total Mileage</b>	X \$.565	
<b>Total Mileage Fee</b>					<b>\$ 188.71</b>

*OK 5/29*

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

*Jan Hafeman*  
\_\_\_\_\_  
Signed

5/28/13  
\_\_\_\_\_  
Date

# Commissioner Meeting Fee Expense Form

**RECEIVED**

5/29/13

Menominee County Administrator

Name of Commissioner: Jan Hafeman

\$50.00 per meeting-Reg. or Special County Board meeting (and assigned committee meetings)  
\$75.00 MAC or UPACCF Conference

Date	Meeting Description & Duration	Meeting Expense
5/13/13	Co. Bd. Finance Mtg.: 9:00-11:00 -Menominee	\$50.00
5/14/13	ATC Mtg: Pinecrest Bd Special Mtg: 8:30-11:00-Pinecrest	50.00
5/14/13	County Board Meeting- Menominee 6:00-8:30	50.00
5/15/13	Board of Health Mtg. - Pinecrest 3:00-4:00	50.00
5/16/13	UPCAP Mtg- Casino 9:00-10:30	50.00
5/16/13	UPACC Conference- Casino 1:30-7:00	75.00
5/17/13	UPACC Conference- Casino 7:30-12:00	75.00
5/23/13	Pinecrest Board Mtg- 2:00-3:30	50.00
5/28/13	County Board Meeting- Menominee 6:00	50.00
<b>Total Per Diem</b>		<b>\$500.00</b>

*de*

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

Commissioner Signature: *Jan Hafeman*

Date: 5/28/13

# Commissioner Meeting Fee Expense Form

**RECEIVED**

6/10/13

Mendocino County Administration

Name of Commissioner LARRY SCHEI

\$50.00 per meeting - Reg. or Special County Board meeting (and assigned committee meetings)  
\$75.00 MAC or UPACC Conference

Date	Meeting Description & Duration	Meeting Expense
5/3/13	COUNTY BOARD-MOTW 1:00-2:30 PM	50.00
5/13/13	FINANCE 9:00-10:34 AM	50.00
5/14/13	PINECREST MTG. W/ATC 8:30-11:0 AM	—
5/14/13	COUNTY BOARD 6:00-8:00 PM	50.00
5/14/13	DELTA-MEND HEALTH 3:00-4:11 PM	50.00
5/14/13	COUNTY BOARD 6:00-8:00 PM	50.00
<b>Total Per Diem</b>		<b>250.00</b>

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

Commissioner Signature: Larry Schei

Date: 6/03/13

**MENOMINEE COUNTY  
BOARD OF COMMISSIONERS  
REIMBURSEMENT VOUCHER**

**RECEIVED**  
6/10/13  
Menominee County Administrator

Mileage: ~~\$ .555/mile~~ ~ effective 01 January 2013  
\$ .565

\*Meals Maximum of \$40 per day.

\*must attach receipt for reimbursement

\*meals provided by conferences will NOT be reimbursed

Name: Larry Schei ~ District 4

Date	Meeting Place	# of miles	<del>.555</del> X \$.565/mile	Total Cost	Account Number
5/3/13	COURTHOUSE	16		9.04	101-101-860.04
5/13/13	COURTHOUSE	16		9.04	101-101-860.04
5/14/13	PINECREST - POWERS	73		41.25	101-101-860.04
5/15/13	DELTA-MEND HEALTH POWERS	73		41.25	101-101-860.04
5/14/13	COURTHOUSE	16		9.04	101-101-860.04
5/28/13	COURTHOUSE	16		9.04	101-101-860.04
					101-101-860.04
					101-101-860.04
					101-101-860.04
			Total Mileage	710	
<b>Total Mileage Fee</b>					<b>118.66</b>

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

*Larry Schei*

Signed

6/03/13

Date

**MENOMINEE COUNTY BOARD OF COMMISSIONERS  
DISCUSSION ITEM**

<b>SUBJECT:</b>	<b>Miscellaneous Bills</b>
<b>DEPARTMENT:</b>	<b>Administration</b>
<b>ATTACHMENTS:</b>	<b>yes</b>
<b>SUMMARY:</b>	
Board to review recently submitted Miscellaneous Bills as paid on June 18 & 20, 2013 in the amount of \$59,995.25	
<b>RECOMMENDED MOTION</b>	

Submitted by:     **Brian Bousley**    

    **06/20/2013**      
Date

**WORKSHOP ACTION**

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

**COUNTY BOARD ACTION**

**DATE:**

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

**General Fund Expenditures**

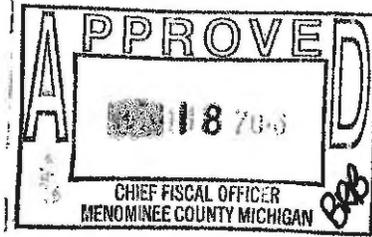
101-101 Board of Commissioners  
101-103 Other Legislative  
101-131 Circuit/Family Court  
101-132 Family Court  
101-136 District Court  
101-141 Friend of Court  
101-148 Probate Court  
101-150 Jury Commission  
101-172 County Administrator  
101-192 Board of Canvassers  
101-211 Legal  
101-215 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

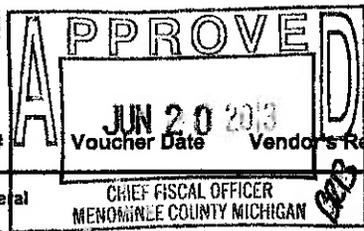
**Special Revenue Funds**

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  
Claims Audit Report

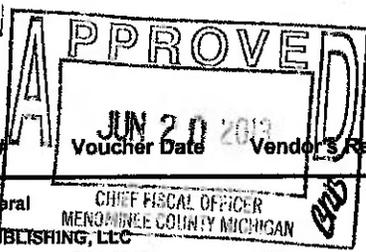
Vendor Name	Vcher#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General								
FRIEND OF COURT ASSOCIATION -	30689	06/18/2013	Registration	2013 Conference - Jodie Barrette	101-141-860.00	200.00		\$200.00
Total Amount for Bank Account: General								\$200.00





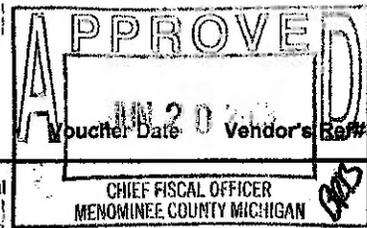
**MENOMINEE COUNTY  
Claims Audit Report**

Vendor Name	Vcher#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General								
Ade Incorporated	30649	6/5/2013	87385	Needs Pass Web Records (Order #190:	101-136-755.00	150.00		\$150.00
AIRGAS NORTH CENTRAL	30753	5/30/2013	9016422650	Oxygen	205-315-755.00	6.13		\$6.13
ANDERSON AUTO & RV SALES INC	30756	5/6/2013	1242	Brake Pads, Rotors, Oil & Filter	205-315-934.02	284.50		\$843.45
	30757	5/21/2013	1243	Rotors, Pads, Oil & Filter	205-315-934.02	323.95		
	30758	5/30/2013	1244	Oil & Filter	205-315-934.02	35.00		
ANGELIS MEMOMINEE INC	30729	5/10/2013	0072501-JN	Inmate Groceries	101-301-770.00	68.50		\$387.97
	30730	5/16/2013	0064856-JN	Inmate Groceries	101-301-770.00	157.02		
	30731	5/22/2013	0121803-JN	Inmate Groceries	101-301-770.00	89.48		
	30732	5/28/2013	0070016-JN	Inmate Groceries	101-301-770.00	72.97		
AT&T - Carol Stream, IL	30630	6/1/2013	906753220906	June 1 - June 30, 2013	101-103-850.00	287.29		\$1,007.67
	30631	6/1/2013	906753458206	June 1 - June 30, 2013	101-103-850.00	30.19		
	30658	6/1/2013	906R41083906	June 1 - June 30, 2013	101-103-850.00	690.19		
BAY AREA MEDICAL CENTER - 3100 SHORE DRIVE	30617	5/31/2013	MENCTY	Pre Employment Physicals (Cappaert, C	208-751-801.01	178.00		\$178.00
BAYSHORE VETERINARY CLINIC	30740	6/14/2013	161619	K9 Veterinary Care	101-301-881.01	192.70		\$192.70
BERNTSEN INTERNATIONAL, INC.	30634	6/6/2013	150920	Remonumentation Supplies	243-245-785.00	222.40		\$222.40
BP	30722	6/5/2013	38236265	Gasoline Sales - May 2013	101-301-742.00	604.47		\$604.47
Carquest Auto Parts	30770	4/10/2013	2825-229492	Battery	101-215-931.00	170.28		\$160.28
	30771	4/12/2013	2825-228738	Core Return (Credit Memo)	101-215-931.00	-10.00		
Cellcom Wisconsin RSA 04	30598	6/5/2013	907534	Medical Examiner - Cellular Services	101-648-727.00	79.00		\$186.70
	30689	6/5/2013	900851	Cellular Services	101-132-850.00	21.35	x	
	30689	6/5/2013	900851	Cellular Services	296-664-850.00	61.74	x	
	30689	6/5/2013	900851	Cellular Services	296-665-850.00	14.61	x	
Genex Fleetcard	30632	6/6/2013	73904C	Building Code - Gasoline Charges May	249-371-742.00	125.53		\$125.53
CITY OF MEMOMINEE - 2511 10TH ST.	30687	6/18/2013	July 2013	Monthly Rent	266-326-842.00	351.67		\$3,869.24
	30751	5/31/2013	3487	Gasoline Sales - May 2013	205-315-742.00	3,517.57		
CLOVERLAND PAPER CO	30603	6/7/2013	102072	Toilet Tissue	101-265-755.01	56.49		\$324.67
	30604	6/10/2013	102073	Damp Mop Cleaner	101-265-755.01	40.16		
	30727	6/7/2013	102074	Inmate Supplies	101-301-770.00	127.16		
	30764	6/14/2013	102128	Cups, Tissues, Towels	101-265-755.01	100.86		
Country Mile Document Destruct	30635	6/10/2013	15702	Shredding of Documents (6/6/13)	101-265-801.00	65.13		\$65.13
Debra Braun	30623	5/28/2013	Reimbursement	Shakey Lakes Camping Refund	208-751-964.00	207.00		\$207.00



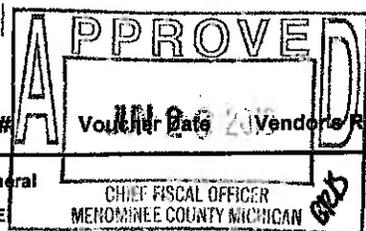
**MENOMINEE COUNTY  
Claims Audit Report**

Vendor Name Vch#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General							
EAGLEHERALD PUBLISHING, LLC	5/31/2013	1406	Sealed Bids & Hazardous Waste	101-101-901.00	69.48		\$69.48
30657							
Election Systems & Software							\$31.50
30685	6/14/2013	856395	Election Layout	101-262-727.00	31.50		
Emergency Lite Service Ctr							\$174.83
30661	5/10/2013	79622	Transformer	101-265-930.01	174.83		
Fidlar Technologies, Inc.							\$146.38
30684	5/31/2013	R219827-IN	Land Corner Paper (8.5 x 14)	101-268-727.00	146.38		
FLINN'S FLOWERS							\$154.21
30765	6/6/2013	20250	Flowers for Building Grounds	101-265-930.02	7.98		
30766	5/27/2013	20241	Flowers for Building Grounds	101-265-930.02	146.23		
Friends Ofc Prod Whse Direct							\$80.70
30665	6/12/2013	0187251	ROD - Office Supplies	101-268-727.00	80.70		
Frontier - Servco F.S.							\$1,408.50
30626	6/7/2013	51095	Unleaded (x390.30 Gallons)	208-751-742.00	1,408.50		
Geoffrey C. Lawrence							\$245.31
30610	6/13/2013	2013-082-MI	Court Appointed Legal - Gignac	101-148-807.00	245.31		
GREAT AMERICAN DISPOSAL CO THE							\$391.82
30654	6/1/2013	38101199	Annex - Garbage Removal	101-261-930.04	53.36		
30774	6/1/2013	36101197	Shakey & Kleinke - Garbage Pickup	208-751-801.00	338.46		
Gregory, Raymond G.							\$145.00
30609	8/10/2013	2013-057-MI	Court Appointed Legal - Feltner	101-148-807.00	145.00		
Hafeman, Jan							\$42.94
30651	6/7/2013	Reimbursement	Mileage - May 2013	101-101-860.10	42.94		
IMAGEWORKS							\$162.00
30663	5/29/2013	5677	Parks - Summer Employee Uniforms	208-751-745.01	162.00		
J S ELECTRONICS, INC.							\$4,661.87
30628	6/1/2013	17756	Paging Service - Medical Examiner	101-648-727.00	42.00		
30653	6/1/2013	17754	Tower Lease - June 2013	266-326-942.00	425.00		
30724	6/1/2013	17765	Voice Paging	101-301-765.00	90.00		
30746	4/24/2013	17694	Desktop Charger	101-331-755.00	40.50		
30747	5/2/2013	17710	Pagers and Replacement Battery	101-331-755.00	48.65		
30754	6/11/2013	17776	Re-Install Squad 5508	205-315-934.02	2,700.80		
30755	6/6/2013	17787	Partial Strip Out of Squad 5508 & 5500	205-315-934.02	1,314.92		
J.F. Ahern Company							\$384.83
30619	5/15/2013	182211	Shakey Lakes - Extingulsher	208-751-930.02	384.83		
Jerzyk, Audrey							\$27.69
30622	6/3/2013	Reimbursement	Mileage - Parks Committee	208-751-860.00	27.69		
Joel Hansley, RN							\$1,465.00
30599	6/13/2013	Blood Draw	A. Nelson (6/5/13)	101-267-801.01	100.00		
30739	6/16/2013	Nursing Services	July 1 - July 15, 2013	101-301-770.01	1,365.00		
Krienke, Doug							\$48.59
30659	5/31/2013	Reimbursement	May 2013 Mileage	101-101-860.01	48.59		
L.A. Busse, Inc.							\$325.00
30768	6/12/2013	ZB54376	Dishwasher Maintenance	101-265-930.01	325.00		



**MENOMINEE COUNTY  
Claims Audit Report**

Vendor Name Vcher#	Voucher#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General								
<b>LENCA SURVEYING</b>								
30629		6/8/2013	13130	Remon Yr 2013 (6/2 - 6/9/13)	243-245-801.07	2,466.20		\$2,466.20
<b>Manpower</b>								
30618		6/9/2013	25704418	Week Ending 6/9/13 - Regina Mistark	215-141-705.00	441.00		\$913.50
30767		6/16/2013	25725171	Week Ending 6/16/13 (Kelly Hofer)	101-268-704.00	472.50		
<b>Mastercard</b>								
30776		6/11/2013	Credit Card	USPS	101-268-729.00	5.05	x	\$2,202.75
30776		6/11/2013	Credit Card	Apple iTunes Store	101-172-727.01	2.11	x	
30776		6/11/2013	Credit Card	USPS	101-268-729.00	5.05	x	
30776		6/11/2013	Credit Card	CVS Pharmacy	101-101-727.00	90.00	x	
30776		6/11/2013	Credit Card	EQ Plus	296-667-801.01	47.27	x	
30776		6/11/2013	Credit Card	USPS	101-268-729.00	5.05	x	
30776		6/11/2013	Credit Card	Picnic Tables	101-265-970.00	1,557.46	x	
30776		6/11/2013	Credit Card	USPS	101-268-729.00	5.05	x	
30776		6/11/2013	Credit Card	Erik's Garden Store	296-667-801.01	51.38	x	
30776		6/11/2013	Credit Card	USPS	101-268-729.00	5.05	x	
30776		6/11/2013	Credit Card	Big Boy	266-325-881.00	11.64	x	
30776		6/11/2013	Credit Card	USPS	101-268-729.00	5.05	x	
30776		6/11/2013	Credit Card	Menards	243-245-765.00	157.72	x	
30776		6/11/2013	Credit Card	Dean's Filling Station	266-325-881.00	13.63	x	
30776		6/11/2013	Credit Card	USPS	101-268-729.00	5.05	x	
30776		6/11/2013	Credit Card	USPS	101-268-729.00	5.05	x	
30776		6/11/2013	Credit Card	Best Western Dockside	266-325-881.00	211.14	x	
30776		6/11/2013	Credit Card	Shell Oil	266-325-881.00	20.00	x	
<b>Menards - Marinette</b>								
30605		6/10/2013	26380	Building & Ground Supplies	101-265-930.01	96.75		\$190.85
30606		6/11/2013	25457	Building & Ground Supplies	101-265-930.01	59.34		
30807		6/11/2013	25459	PVC Male Adapter	101-265-930.01	0.81		
30641		6/5/2013	24945	Building & Ground Supplies	101-265-930.01	21.46		
30642		6/5/2013	24924	Carpet Trim	101-265-930.01	12.49		
<b>MENOMINEE COUNTY JOURNAL</b>								
30723		6/1/2013	123	ORV Education Classes	101-301-755.00	51.00		\$87.00
30773		6/1/2013	121	Hermansville Building & Hazardous Wa	101-101-901.00	36.00		
<b>MENOMINEE COUNTY ROAD COMMISSI</b>								
30725		6/11/2013	10688	Power to Radio's (May & June, 2013)	101-301-755.00	109.15		\$109.15
<b>MICHIGAN MUNICIPAL LEAGUE</b>								
30664		6/1/2013	2863-613	MML Associate Dues (6/1/13 - 7/31/14)	101-103-802.00	845.00		\$845.00
<b>Michigan Sheriffs' Association</b>								
30743		6/8/2013	20130365	Decal Reflective (x2)	101-331-755.00	60.25		\$80.25
<b>MICHIGAN STATE INDUSTRIES</b>								
30726		5/30/2013	1229 10570	Dish Detergent	101-301-770.00	32.95		\$32.95
<b>MILLERS ACTION OFFICE SUPPLY I</b>								
30612		6/6/2013	94019-001	Office Supplies	101-148-727.00	87.74		\$403.25
30612		6/6/2013	94019-001	Office Supplies	101-132-727.00	131.62		
30624		6/12/2013	94290-001	Ink Cartridge - EMS	101-426-727.00	31.99		
30625		6/11/2013	94274-001	Treasurer's - Office Supplies	101-253-727.00	83.34		
30656		6/11/2013	0094255-001	Post It Flags, Toner, Pens	101-131-727.00	68.99		
30656		6/11/2013	0094255-001	Post It Flags, Toner, Pens	101-215-727.00	19.57		



MENOMINEE COUNTY  
Claims Audit Report

Vendor Name	Voucher#	Voucher Date	Vendor Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General								
NESTEGG MARINE	30744	4/30/2013	88387	Marine Boat Maintenance	101-331-755.00	78.00		\$128.00
	30745	4/24/2013	88180	Marine Boat Maintenance	101-331-755.00	50.00		
Northern Safety Co., Inc.	30777	6/12/2013	900465596	Eyewear, Lens Cleaning Kit, Ear Plugs	208-751-755.02	142.14		\$142.14
Office Depot, Inc.	30601	6/8/2013	661029004001	Ink Stamper	101-136-727.00	18.24		\$68.46
	30602	6/6/2013	661029028001	Marker	101-136-727.00	2.74		
	30616	6/3/2013	660013632001	Literature	208-751-755.02	47.48		
Pan-O-Gold Baking Co.	30733	5/28/2013	00040683314809	Inmate Groceries	101-301-770.00	36.05		\$80.85
	30734	6/4/2013	00040683315514	Inmate Groceries	101-301-770.00	44.80		
PENGAD, INC.	30690	6/17/2013	377310-01	Transcript Covers & Exhibit Labels	101-132-727.00	168.47		\$168.47
Poupore Collision & Towing	30759	6/4/2013	6/4/13	2012 Chevy Impala	205-315-934.02	31.12		\$583.11
	30760	5/31/2013	5/31/13	2011 Chevy Impala	205-315-934.02	523.64		
	30761	5/31/2013	5/31/13	2011 Chevy Impala	205-315-934.02	28.35		
Przewrocki, Joan	30682	6/18/2013	5184	Holdover Attendant (J.V.)	101-132-801.01	42.00		\$42.00
Quill Corporation	30720	6/11/2013	3289822	Office Supplies - Sheriff Department	101-301-727.00	69.97		\$124.96
	30721	6/11/2013	3289800	Sheriff Department - Battery Backup	101-301-727.00	54.99		
Randall Phillipps	30637	6/10/2013	98-7944 & 99-8877	Court Appointed Legal - Ledger	101-132-807.00	25.00		\$337.50
	30638	6/10/2013	Various	Court Appointed Legal - Bebo	101-132-807.00	12.50		
	30639	6/10/2013	2001-9860-DS	Court Appointed Legal - Parrett	101-132-807.00	25.00		
	30660	6/11/2013	2010-1374-DP	Court Appointed Legal - Bell	101-131-807.00	37.50		
	30673	6/11/2013	2003-10710-DP	Court Appointed Legal - ChInn	101-131-807.00	25.00		
	30674	6/11/2013	2006-11818-DS	Court Appointed Legal - Caswell	101-131-807.00	25.00		
	30675	6/11/2013	2010-13282-DP	Court Appointed Legal - Baumler	101-131-807.00	25.00		
	30676	6/11/2013	2008-12629-DP	Court Appointed Legal - Franklin	101-131-807.00	25.00		
	30677	6/11/2013	2003-10402-DP	Court Appointed Legal - Barstow	101-131-807.00	25.00		
	30678	6/11/2013	2005-11337-05	Court Appointed Legal - Drossart Jr.	101-131-807.00	25.00		
	30679	6/11/2013	2000-9209-DS	Court Appointed Legal - Guard	101-131-807.00	25.00		
	30680	6/11/2013	2007-11986-DP	Court Appointed Legal - Craven	101-131-807.00	37.50		
	30681	6/11/2013	2008-12642-DP	Court Appointed Legal - Lunn	101-131-807.00	25.00		
REDWOOD TOXICOLOGY LABORATORY	30691	5/31/2013	00719820135	Drug Testing Results	296-687-730.00	35.00		\$35.00
Reinhart Foodservice	30735	6/4/2013	183199	Inmate Groceries	101-301-770.00	485.38		\$1,839.48
	30736	5/29/2013	181988	Inmate Groceries	101-301-770.00	134.38		
	30737	5/28/2013	181931	Inmate Groceries	101-301-770.00	754.80		
	30738	6/11/2013	184260	Inmate Groceries	101-301-770.00	484.94		
Reisterer, Michael P.	30688	6/17/2013	2013-068-MI	Court Appointed Legal - Anderia	101-148-807.00	100.00		\$100.00
Rust-Oleum Industrial Flooring	30640	4/6/2013	PSI-358004	Building & Ground Supplies	101-265-930.01	170.00		\$170.00

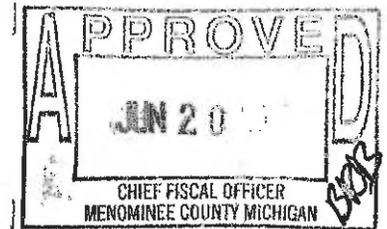


MENOMINEE COUNTY  
Claims Audit Report

Vendor Name	Vchcr#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General								
S & O LOCK AND PHONE SERVICE								
	30643	5/28/2013	35140	709 Samuel Street, Stephenson	517-252-801.00	119.90		\$588.25
	30644	5/28/2013	35138	1305 7th Street, Menominee	517-252-801.00	103.80		
	30645	5/28/2013	35139	317 County Road 358, Daggett	517-252-801.00	104.95		
	30646	5/28/2013	35137	1606 10th Avenue, Menominee	517-252-801.00	69.95		
	30647	5/28/2013	35136	1224 West Drive, Menominee	517-252-801.00	85.85		
	30648	5/28/2013	35135	1401 23rd Avenue, Menominee	517-252-801.00	103.80		
Sault Tribe Youth Facility								
	30615	6/10/2013	5180	Out of Home Placement Cost (T.B.)	292-882-843.05	1,680.00		\$1,680.00
Schel, Larry								
	30650	6/3/2013	Reimbursement	Mileage - May 2013	101-101-860.04	118.86		\$118.86
Silver & Van Essen, P.C.								
	30633	6/5/2013	19023	Professional Svcs through May 31, 201	101-211-807.00	340.41		\$340.41
SPARKS GEOFFERY								
	30693	6/17/2013	604	Attorney Fees (G.A.L.)	101-148-807.00	500.00		\$500.00
Squires-Stepniak, Rebecca								
	30692	6/17/2013	Reimbursement	Mileage	296-665-860.00	241.82		\$241.82
State of Michigan - MI Dept. of Human Services								
	30611	6/6/2013	April 2013	Monthly Offset	292-662-843.01	9,808.70		\$9,808.70
State of Michigan/Certificatio								
	30600	6/13/2013	Renewals	CER #5469 (Menacher) CER # 6337 (P	101-136-802.00	60.00		\$120.00
	30613	6/1/2013	Renewal	CER #4371 (Saifai)	101-148-802.00	30.00	x	
	30614	6/10/2013	Renewal	CER #7682 (Gullicksen)	101-148-802.00	30.00	x	
STEPHENSON MARKETING COOPERATI								
	30717	5/31/2013	462643	May 2013 Charges	208-751-755.02	139.22		\$3,084.34
	30717	5/31/2013	462643	May 2013 Charges	208-751-742.00	513.16		
	30717	5/31/2013	462643	May 2013 Charges	208-751-984.00	316.45		
	30717	5/31/2013	462643	May 2013 Charges	249-371-742.00	-15.00		
	30752	5/31/2013	015579	Gasoline Sales - May, 2013	205-315-742.00	2,130.51		
Time Warner Cable								
	30728	6/6/2013	10404 620475202 800	Time 6 - July 5, 2013	101-301-770.00	124.14		\$124.14
Town & Country Tree Service								
	30769	6/14/2013	6/14/13	Take Down Trees and Clean up	101-285-755.00	580.00		\$580.00
TWIN CITY ELECTRIC, Inc.								
	30772	6/6/2013	78450	Name Changes for Extentions (x3)	101-103-850.00	35.00		\$35.00
U.E.S. COMPUTERS, INC.								
	30608	6/12/2013	64871	Toner - FOC	101-141-931.00	162.00		\$1,049.00
	30636	5/30/2013	64735	District Court- Work Station for Linda M	101-136-970.00	697.00		
	30682	6/3/2013	64778	Monthly DVD Backup - April & May 201	101-103-857.00	200.00		
U.S. Bank Equipment Finance								
	30750	6/13/2013	230557787	Konica Minolta (Sheriff Department)	205-315-727.00	58.73		\$191.80
	30775	6/15/2013	230821894	Konica - Bizhub 423 Copier	101-172-942.00	133.07		
UPCAP SERVICES INC								
	30627	5/31/2013	1851	Work Crew Services	208-751-930.04	3.34		\$10.02
	30742	5/31/2013	1848	Work Crew Services	101-301-935.00	6.68		

**MENOMINEE COUNTY  
Claims Audit Report**

Vendor Name Vcher#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
<b>Bank Account: General</b>							
<b>Verizon Wireless</b>							<b>\$1,104.44</b>
30763	6/1/2013	9705824408	Cellular Services	101-301-850.00	577.28		
30763	6/1/2013	9705824408	Cellular Services	101-301-934.01	190.17		
30763	6/1/2013	9705824408	Cellular Services	101-426-850.00	61.59		
30763	6/1/2013	9705824408	Cellular Services	101-265-850.01	92.97		
30763	6/1/2013	9705824408	Cellular Services	101-682-850.00	32.41		
30763	6/1/2013	9705824408	Cellular Services	205-315-850.00	140.22		
30763	6/1/2013	9705824408	Cellular Services	266-325-850.00	9.80		
<b>Wallace Building &amp; Supply, Inc</b>							<b>\$100.81</b>
30620	5/22/2013	175001	2 x 10 (x 4)	208-751-756.01	30.40		
30621	5/16/2013	174973	Parks - Construction Supplies	208-751-756.01	70.41		
<b>WatchGuard Video</b>							<b>\$9,739.00</b>
30741	5/30/2013	QUO-10001-BBSD	PO# 02792 (Chevy Impala's x2)	101-301-834.03	9,739.00		
<b>WEST GROUP PAYMENT CENTER</b>							<b>\$425.18</b>
30683	6/1/2013	827341513	May 1 - May 31, 2013	269-145-801.00	425.18		
<b>WORMWOOD, DEBRA</b>							<b>\$18.00</b>
30652	6/6/2013	Reimbursement	Bridge Fare (x2) & Lunch	266-325-881.00	18.00		
<b>Xerox Corporation - 28152 Network Place</b>							<b>\$517.82</b>
30655	6/1/2013	068249886	April 20 - May 21, 2013	101-131-970.00	98.16		
30748	6/1/2013	068249884	April 21 - May 21, 2013 (Sheriff Dept)	205-315-727.00	36.58		
30749	6/1/2013	068249885	April 21 - May 21, 2013 (Sheriff Dept)	205-315-727.00	383.08		
<b>Total Amount for Bank Account: General</b>							<b>\$59,795.25</b>



**MENOMINEE COUNTY BOARD OF COMMISSIONERS  
DISCUSSION ITEM**

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

Submitted by: Brian Bousley

06/20/2013  
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):

**MINUTES**

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

**Special Meeting, 2/13/2013 – 5:00 p.m.**

**MEMBERS PRESENT:** Jason Lauzer, Mary Johns, Nick Lakari, Charlie Meintz, Chris Plutchak, Ted Sauve  
**MEMBERS EXCUSED:** None  
**OTHERS PRESENT:** Airport Manager Tony Krysiak

**1. Call to order**

Chair Lauzer called the meeting to order at 5:00 p.m.

**2. Roll call**

**3. Approve/amend agenda**

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

**4. Public comment**

None

**5. Open sealed insurance bids, action**

Airport Manager Tony Krysiak reported that one bid was received from Twin City Service Agency.

Mr. Krysiak opened the bid and reported that the bid includes coverage for building and property, general liability, auto, commercial vehicles, and inland marine for a total annual premium of \$22,945, or \$21,854 if paid in full. The policy would be effective through February 15, 2014.

Motion (Lakari/Plutchak) to accept the bid from Twin City Service Agency for \$21,854 payable in one installment. Vote – unanimous. Motion carried.

**6. Public comment**

None

**7. Adjourn**

Motion (Meintz/Plutchak) to adjourn at 5:10 p.m.

Respectfully submitted,  
Gina K. Teeple  
Marinette County Administrative Secretary

Date approved/corrected: March 19, 2013

## MINUTES

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

**Regular Session Meeting, 2/19/2013 – 5:00 p.m.**

MEMBERS PRESENT: Jason Lauzer, Mary Johns, Charlie Meintz, Chris Plutchak, Ted Sauve  
MEMBERS EXCUSED: Nick Lakari  
OTHERS PRESENT: Airport Manager Tony Krysiak, Airport Lineman Jeff LaFleur, Menominee Business Development Corporation Director Nancy Douglas, Airport Users, Public Citizens

**1. Call to order**

Chair Lauzer called the meeting to order at 5:00 p.m.

**2. Pledge of Allegiance**

**3. Roll call**

**4. Approve/amend agenda**

Motion (Meintz/Plutchak) to approve the agenda. Vote – unanimous. Motion carried.

**5. Approve/amend minutes of the January 15, 2013 reorganizational meeting, the January 15, 2013 regular session, and the February 13, 2013 special meeting**

Motion (Sauve/Plutchak) to approve the minutes of January 15, 2013 reorganizational meeting. Vote – unanimous. Motion carried.

Motion (Meintz/Sauve) to approve the minutes of January 15, 2013 regular session. Vote – unanimous. Motion carried.

Minutes for the February 13, 2013 special meeting will ready for approval at the next meeting.

**6. Public comment**

None

**7. Recognition of James Furlong for his service to the Twin County Airport Commission, action if any**

Chair Lauzer reported that this agenda item would need to be moved to the March regular session meeting, as James Furlong was unable to attend the current meeting.

**8. Update on Explorer Solutions**

Nancy Douglas reported that a meeting was held with Christian Perreault of Explorer Solutions at the end of January. He is completing his market research on the possibility of a larger maintenance facility, a flight school, and charter air service. The next step will be to form a steering committee.

In light of Enstrom's planned expansion, Ms. Douglas asked the Commission to consider whether or not they would like to ask the city and township to declare the airport an industrial development district. This would allow companies located at the airport to apply for tax relief with the applicable taxing units.

**9. Update on open house task force, discussion only**

Commissioner Meintz requested clarification regarding how the \$10,000 designated for the open house would benefit the airport.

Commissioner Sauve noted that while it was designated for the event, the entire \$10,000 does not need to be used.

It was the consensus of the Commission to contact the EAA Young Eagles group to find out what the dates are for their event and discuss this item again at the next regular session meeting.

**10. Update on minimum standards, discussion only**

Chair Lauzer asked the Commission to consider selecting a separate meeting date and time to discuss minimum standards.

It was the consensus of the Commission to meet on Monday, March 18<sup>th</sup> at 5:00 p.m. to discuss minimum standards.

**11. Discuss/consider user/tenant surveys, action if any**

Chair Lauzer distributed a sample user survey for the Commission's consideration.

It was the consensus of the Commission to discuss the user/tenant surveys at the next regular session meeting. Chair Lauzer asked Commissioners to review the sample document and return their suggestions and questions directly to him so that he can compile the results prior to the next meeting.

**12. Discuss/consider calendar of events, action if any**

Chair Lauzer reported that the Executive Committee met and created a tentative calendar mirroring the calendar from last year.

Motion (Suave/Johns) to approve and adopt the annual calendar for 2013. Vote – unanimous. Motion carried.

**13. Discuss/consider 1000LL fuel farm project excess funds, action if any**

Chair Lauzer reported that the Executive Committee discussed the \$4250 in excess funds from the MDOT fuel farm loan. It is the recommendation of the Executive Committee to return the funds to MDOT.

Motion (Meintz/Johns) to return the \$4250 in excess funds to the Menominee County Treasurer to return to MDOT. Vote – unanimous. Motion carried.

**14. Executive/Finance Committee report**

Chair Lauzer reported that the Executive Committee met, reviewed, and recommends approval of the January Financial Reports.

Motion (Sauve/Meintz) to approve the January Financial Reports, including payment of checks 12671 – 12689 for a total amount of \$65,114.42. Vote – unanimous. Motion carried.

**15. Communications/correspondence**

Commissioner Sauve read a letter written to Budweiser regarding participation at the Twin County Airport open house.

**16. Dialog between Airport Manager and the TCAC**

Airport Manager Tony Krysiak reported that business has been slow.

**17. Dialog between airport users and the TCAC**

None

**18. Public comment – speakers will be limited to 5 minutes**

None

**19. Future agenda items**

Recognition of James Furlong  
EAA Young Eagles/Open House  
Airport Survey

**20. Schedule next meeting**

The next meeting is scheduled for Tuesday, March 19<sup>th</sup> at 5:00 p.m.

**21. Adjourn**

Meeting adjourned at 6:02 p.m.

Respectfully submitted,  
Gina K. Teeple  
Marinette County Administrative Secretary

Date approved/corrected: March 19, 2013

## MINUTES

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

**Special Session Meeting, 3/18/2013 – 5:00 p.m.**

MEMBERS PRESENT: Mary Johns, Nick Lakari, Charlie Meintz, Chris Plutchak, Ted Sauve  
MEMBERS EXCUSED: Jason Lauzer  
OTHERS PRESENT: Airport Manager Tony Krysiak, Airport Users, Public Citizens

**1. Call to order**

Vice Chair Lakari called the meeting to order at 5:09 p.m.

**2. Pledge of Allegiance**

**3. Roll call**

**4. Approve/amend agenda**

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

**5. Public comment**

None

**6. Discuss minimum standards, discussion only**

The Commission discussed and suggested changes to the drafted Minimum Standards document.

**7. Public comment – speakers will be limited to 5 minutes**

George Sporie addressed the Commission regarding charging for flight instruction.

**8. Future agenda items**

Self-fueling

**9. Schedule next meeting**

The next meeting will be scheduled at the regular session meeting on March 19, 2013.

**10. Adjourn**

Motion (Meintz/Johns) to adjourn. Vote – unanimous. Motion carried.

Respectfully submitted,  
Gina K. Teeple  
Marinette County Administrative Secretary

Date approved/corrected: April 16, 2013

## MINUTES

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

**Regular Session Meeting, 3/19/2013 – 5:00 p.m.**

MEMBERS PRESENT: Jason Lauzer, Mary Johns, Nick Lakari, Charlie Meintz, Chris Plutchak, Ted Sauve  
MEMBERS EXCUSED:  
OTHERS PRESENT: Airport Manager Tony Krysiak, Airport Lineman Jeff LaFleur, Menominee Business Development Corporation Director Nancy Douglas, Airport Users, Public Citizens

**1. Call to order**

Chair Lauzer called the meeting to order at 5:01 p.m.

**2. Pledge of Allegiance**

**3. Roll call**

**4. Approve/amend agenda**

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

**5. Approve/amend minutes of February 19, 2013 regular session and the February 13, 2013 special meeting**

Motion (Lakari/Meintz) to approve the minutes of February 13, 2013 special meeting. Vote – unanimous. Motion carried.

Motion (Sauve/Johns) to approve the minutes of February 19, 2013 regular session. Vote – unanimous. Motion carried.

**6. Public comment**

None

**7. Recognition of James Furlong for his service to the Twin County Airport Commission, action if any**

Chair Lauzer noted that this item would need to be moved to the agenda for next month's meeting.

**8. Discuss/consider hiring an appraiser to assess property fair market value, action if any**

Chair Lauzer reported that he and Airport Manager Tony Krysiak met with representatives from Entstrom to determine where they are in their expansion. In order to meet state and FAA requirements, a new lease will need to be developed with Entstrom to ensure the airport is charging fair market value.

Airport Manager Tony Krysiak obtained three estimates from appraisers to determine the current fair market value.

Motion (Lakari/Plutchak) to enter into a contract for up to \$1,500 with Town and County Appraisal to conduct a fair market value appraisal of the airport property by May 1, 2013. Vote – unanimous. Motion carried.

**9. Discuss grass runway, discussion only**

Chair Lauzer reviewed the history of the grass runway.

**10. Discuss/consider resolution on establishing industrial development district #12 with the City of Menominee, action if any**

Chair Lauzer reported there is a two-step process to offer tax incentives to businesses – the first of which is to establish an industrial development district. The second step involves the business requesting the tax incentive/tax break from the city or township.

Motion (Plutchak/Johns) to recommend the city of Menominee approve the resolution to establish industrial development district #12. Vote – unanimous. Motion carried.

**11. Discuss/consider resolution on establishing industrial development district #5 with Menominee Township, action if any**

Motion (Plutchak/Lakari) to recommend Menominee Township approve the resolution to establish industrial development district #12. Vote – unanimous. Motion carried.

**12. Discuss/consider user/tenant surveys, action if any**

Chair Lauzer reported that he did not receive any comments since the March regular session meeting.

It was the consensus of the Commission to have Chair Lauzer include an optional space to provide a name, a place to rate airport personal on service provided, and an area for comments. Once these changes are complete, Chair Lauzer will send the surveys to airport users and tenants with a requested return date of Friday, April 12<sup>th</sup>.

**13. Update on open house task force, discussion only**

The Commission discussed the possibility of cancelling this year's event due to lack of participation.

Commissioner Sauve reported that this item would be discussed at the next Buildings and Grounds committee meeting.

**14. Executive/Finance Committee report**

Chair Lauzer reported that the Executive Committee met, reviewed, and recommends approval of the February Financial Reports.

Motion (Lakari/Johns) to approve the January Financial Reports, including payment of checks #12691 – 12703 for a total amount of \$26,310.29. Vote – unanimous. Motion carried.

**15. Communications/correspondence**

None

**16. Dialog between Airport Manager and the TCAC**

Mr. Krysiak communicated is availability to answer any questions the new commissioners may have.

**17. Dialog between airport users and the TCAC**

None

**18. Public comment – speakers will be limited to 5 minutes**

Nancy Douglas addressed the Commission regarding the Enstrom expansion.

**19. Future agenda items**

User survey

Budget request for Menominee County

**20. Schedule next meeting**

The next meeting is scheduled for Tuesday, April 16<sup>th</sup> at 5:00 p.m.

**21. Adjourn**

Motion (Sauve/Meintz) to adjourn. Vote – unanimous. Motion carried.

Respectfully submitted,

Gina K. Teeple

Marinette County Administrative Secretary

Date approved/corrected: April 16, 2013

## MINUTES

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

**Regular Session Meeting, 4/16/2013 – 5:00 p.m.**

MEMBERS PRESENT: Jason Lauzer, Mary Johns, Nick Lakari, Charlie Meintz, Chris Plutchak, Ted Sauve  
MEMBERS EXCUSED:  
OTHERS PRESENT: Airport Manager Tony Krysiak, Airport Lineman Jeff LaFleur, Menominee Business Development Corporation Director Nancy Douglas, Airport Users, Public Citizens

**1. Call to order**

Chair Lauzer called the meeting to order at 5:01 p.m.

**2. Pledge of Allegiance**

**3. Roll call**

**4. Approve/amend agenda**

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

**5. Approve/amend minutes of March 19, 2013 regular session and the March 18, 2013 special meeting**

Motion (Lakari/Johns) to approve the minutes of March 18, 2013 special meeting. Vote – unanimous. Motion carried.

Motion (Sauve/Plutchak) to approve the minutes of March 19, 2013 regular session. Vote – unanimous. Motion carried.

**6. Public comment**

None

**7. Recognition of James Furlong for his service to the Twin County Airport Commission, action if any**

On behalf of the Airport Commission, Commissioner Sauve expressed appreciation and presented a certificate to previous airport Commissioner James Furlong.

**8. Discuss Enstrom expansion (Jerry Mullins), discussion only**

Jerry Mullins of Enstrom updated the Commission on the expansion of Enstrom's facilities.

**9. Discuss 2012 financial audit, discussion only**

Chair Lauzer reported that he invited Kevin Paschal, a representative from Anderson, Tackman and Company PLC to attend the May Regular Session meeting to review the financial audit report.

**10. Discuss/consider hangar numbering, action if any**

Chair Lauzer reported that the hangars are not currently numbered, which could cause difficulty in emergency situations.

Airport manager Tony Krysiak reported that he obtained quotes on numbering the hangars. The cost is less than \$100. A map has been developed, and numbers should be up by the end of the month.

Chair Lauzer noted that a letter will be sent to tenants giving them the option to opt out of getting a number placed on their hangar.

**11. Discuss/consider accident response plan and emergency & security plan, action if any**

Chair Lauzer reported that the Buildings and Grounds Committee met, reviewed, and updated the accident response plan and the emergency & security plan. Menominee County's Emergency Manager will get the necessary signatures and conduct a tabletop exercise.

Commissioner Plutchak noted a discrepancy in the phone number listed in the accident response plan versus the emergency security plan for Marinette County Emergency Management. It was the consensus of the Commission to have Mr. Krysiak fix the discrepancy.

Motion (Plutchak/Johns) to approve the accident response plan and the emergency security plan as presented. Vote – unanimous. Motion carried.

**12. Discuss/consider creating a selection committee for an engineering firm for airport projects, action if any**

Chair Lauzer reported that the FAA is asking airports (especially those under federal obligations) to periodically interview and select engineering consultants. The Commission has not done this in several years. Because the guidelines ask for an individual with engineering experience to serve on the selection committee, Mr. Krysiak invited the city engineers from both Marinette and Menominee.

Chair Lauzer reported that it was the consensus of the Executive Committee to defer the matter to the Planning Committee to work with the engineers, set up a timeline, and make a recommendation to the full Commission.

Motion (Suave/Lakari ) to refer the selection of an engineering firm to the Planning Committee. Vote – unanimous. Motion carried.

**13. Discuss/consider tenant/user surveys, action if any**

Chair Lauzer reported that 37 surveys were sent, and 19 were returned. Overall ratings were generally in the "good" or "exceeds expectations" category.

**14. Discuss/consider personnel committee report on employee annual reviews, discussion only**

Commissioner Lakari reported that Mr. Krysiak submitted an employee self-evaluation and the Personnel Committee accepted his remarks.

The Personnel Committee (with the exception of Commissioner Plutchak) went through each of eight general factors on the appraisal form individually and then as a group.

Commissioner Lakari read a summary of the Personnel Committee's observations to the members of the Commission. The appraisal document will be placed in Mr. Krysiak's personnel file.

Mr. Krysiak reported that he conducted a review of the Maintenance Lineman, who exceeds expectations in all areas.

**15. Discuss/consider 10-Year Capital Improvement Plan, action if any**

Chair Lauzer reported that the FAA review of the airport's runways could cause problems for the runway rehabilitation project slated for 2014 – the TCAC does not want to rehabilitate a runway if the FAA is going to take some of it away.

Motion (Meintz/Lakari) to swap the projects scheduled for 2014 with the projects scheduled for 2015. Vote – unanimous. Motion carried.

**16. Discuss/consider responding to Menominee County appropriation request, action if any**

It was the consensus of the commission to notify both counties about upcoming capital expenditures.

Motion (Lauzer/Plutchak) to submit a \$60,000 appropriation request. Vote – unanimous. Motion carried.

**17. Discuss/consider recommendation from Personnel Committee to increase Manager hours from 20 hours per week to 25 hours per week, action if any**

Commissioner Lakari reported that Mr. Krysiak is having difficulty accomplishing everything he needs to do in 20 hours a week. As a result, the Personnel Committee is recommending increasing his hours from 20 to 25 per week, effective May 1st.

Motion (Sauve/Johns) to increase airport manager hours to 25 hours. Vote – unanimous. Motion carried.

**18. Discuss/consider amending 2012-2013 Budget, action if any**

Chair Lauzer noted that the budget needs to be amended to accommodate the increase in the Airport Manager's hours. Motion (Plutchak/Meintz) to approve amended budget. Vote – unanimous. Motion carried.

**19. Executive/Finance Committee report**

Chair Lauzer reported that the Executive Committee reviewed the March financial reports and recommends approval.

Motion (Lakari/Meintz) to approve the January Financial Reports, including payment of checks #12704 – 12731 for a total amount of \$29,734.53. Vote – unanimous. Motion carried.

**20. Communications/correspondence**

None

**21. Dialog between Airport Manager and the TCAC**

Mr. Krysiak noted that his hours vary based on need. If anyone needs to contact him, they can always send an email.

**22. Dialog between airport users and the TCAC**

None

**23. Public comment – speakers will be limited to 5 minutes**

None

**24. Future agenda items**

Bylaws review  
Financial audit summary  
Consultant selection update

**25. Schedule next meeting**

The next meeting is scheduled for Tuesday, May 21<sup>st</sup> at 5:00 p.m.

**26. Adjourn**

Motion (Johns/Plutchak) to adjourn. Vote – unanimous. Motion carried.

Respectfully submitted,  
Gina K. Teeple  
Marinette County Administrative Secretary

Date approved/corrected: May 21, 2013

The Menominee County Board of Road Commissioners held a regular meeting in their offices north of Stephenson on Tuesday, May 21, 2013

Chair Kakuk 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 Larry Barker, Darlene Nerat, John Nerat, Gerald Piche, Joe Linder and Joe Skrobiak.

Absent: None

Public comments – Joe Skrobiak noted that there was a need for gravel on State W2 Road north of the campground. Moilanen will check on this,

Public appearances – None.

Additions/corrections to minutes for 04/09/13 and 04/18/13 –There being no additions or corrections, Kakuk declared that the minutes will stand as written.

Financial Report –

	Receipts	Expenditures	Payables / Reserves	Balances
Balance, April 08, 2013				\$1,629,574.97
Receipts thru 04/30/13	10,095.31			
Expenditures thru 04/30/13		411,758.54		
Balance, April 30, 2013				1,227,911.74
Michigan Transportation Funds	263,467.71			
Receipts thru 05/20/13	54,632.43			
Expenditures thru 05/20/13		142,946.16		
State Maint. & Equip. Advances			142,930.00	
Balance, May 20, 2013	328,195.45	554,704.70	142,930.00	1,260,135.72
<u>Payables &amp; Reserves</u>				
Payroll 05/23, and 06/06 (Est.)			120,000.00	
Soc. Sec. 05/23 and 06/06 (Est.)			9,180.00	
Reserve for workers compensation insurance			19,833.05	
Reserve for liability insurance			11,974.33	
Reserve for rental grader lease (Dec 2009)			36,798.06	
Reserve for rental grader leases (Oct 2010)			193,071.96	
Reserve for F-4 Lane bridge (Harris Twp)			575.25	
Reserve for design of River Drive			2,960.00	
Reserve for Mussel Surveys on bridges			6,305.00	
Reserve for gravel crushing			169,200.00	
Reserve for culverts/bands			17,000.00	
Reserve for design of CR 358 (US41 to K-1 Road)			14,925.00	
Reserve for Forest Funds			161,015.11	
Reserve for 2013 Federal Aid match			62,400.00	(825,237.76)
				\$ 434,897.96

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

Vouchers # 13-0036, 13-0038, 13-0430, 13-0039, and 13-0041 – Moved by Anderson, seconded by Betzinger that the vouchers be approved and ordered paid. Carried unanimously.

Sign contract with Iron City Enterprises for gravel crushing – Moilanen stated that the gravel in the Newlin pit had gone bad after approximately 5,000 cyds. of crushing. A different pit on No. 13 Road would be used to produce the remaining 5,000 cyds. needed. Moved by Anderson, seconded by Kakuk to sign the contract. Carried unanimously.

Permission to hire Sheriff's Work Crew for various assignments – Moved by Betzinger, seconded by Anderson to hire the Sheriff's Work Crew for lawn maintenance at all 3 shops and possible other assignments such as brushing. Carried unanimously.

Permission to hire temporary summer employees if needed – Moved by Betzinger, seconded by Anderson to hire temporary summer employees for flagging and possibly other duties such as patching. Carried unanimously.

Any other business – Moilanen requested permission to hire DGR Engineering to process the necessary DEQ permits for work at 2 - 3 culverts, at a cost of \$950.00 for each permit. Moved by Anderson, seconded by Betzinger to grant permission. Carried unanimously.

Moilanen stated that he had received correspondence from CRASIF and MCRCSIP requesting that a voting delegate and an alternate voting delegate be named for business conducted at their annual meetings being held in July. Moved by Anderson, seconded by Betzinger to name Anthony Kakuk as the voting delegate and William Anderson as the alternate voting delegate. Carried unanimously.

Anderson asked if Moilanen had been contacted by Ed Jenkins, Village of Carney president regarding Lickman Road. Moilanen responded that he had talked to Mr. Jenkins and had estimated the cost of the gravel to be approximately \$9,000 for graveling the road to the Village limits. Chip sealing other roads within the Village had also been discussed.

Gerald Piche, Menominee County Commissioner, stated that he had been receiving calls about the condition of some of the gravel roads in the county. Moilanen stated that grading and dust control operations had started and asked Mr. Piche to call the road commission if he received calls on any particular roads and they would be addressed.

Mr. Piche asked for clarification of how Forest Funds were handled. Moilanen stated that those funds could only be used for road improvements and were generally applied to projects that had local funding.

Mr. Piche also asked what type of funds that the \$30,000 from Hannahville were. Moilanen explained that the money was awarded to the road commission from the 2% Grant program and was to be used toward the rental of the crack filling machine.

Public Comment – Nadeau Township Supervisor Joe Linder stated that he had received complaints on the condition of K-1 Road and north J-1 Road. Moilanen asked what the township's priority was. Mr. Linder replied that north J-1 Road would be the first priority and asked when the road commission would be able to get the work done. Moilanen replied that it would probably be late summer/early fall.

A discussion took place on the proposed closing of the railroad crossing on No. 35.5 Road. Mr. Linder asked that the funds received by the road commission for the closure be used within Nadeau Township. Moilanen noted that the closing of any railroad crossing is a benefit to the entire county. It was agreed that if Nadeau Township were to contribute \$50,000 of their funds, that the money received for the railroad crossing closure, less the road commissions cost to close the crossing, would be also be used for road improvements within Nadeau Township.

Gerald Piche noted that the ditch was blocked approximately 150 feet north of the intersection of Fourth Street in Nadeau and that M4 Lane south of G-18 also needs work. Moilanen will check on this and prepare an estimate of the cost.

Joe Linder asked what the cost would be to apply grave to various roads within the township. Moilanen stated that if an area needed 50 cyds. or less gravel that the road commission does not charge the township. If more than 50 cyds. is needed, then the township pays the cost of the gravel and the road commission absorbs the cost of applying the gravel. Gravel costs vary depending on which pit the gravel is taken from.

Mr. Linder asked what the procedure was to move ahead with the railroad crossing closure. Moilanen stated that MDOT would first need to hold a Public Hearing. Moved by Anderson, seconded by Betzinger to have Moilanen contact MDOT's representative to begin the process of closing the railroad crossing on No. 35.5 Road in Nadeau Township. Carried unanimously.

Joe Skrobiak asked if stump grinding was still going to be scheduled for this summer. Moilanen replied that a stump grinding machine was going to be rented at a cost of \$8,000 per month. Darlene Nerat asked if the stump grinder would be used where the trees had been cut on East Bay de Noc road. Moilanen responded that it would be.

Closed session to discuss Teamsters Local 406 wage reopener proposal – Moved by Betzinger, seconded by Anderson to move to closed session at 10:05 a.m. Carried unanimously.

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Moved by Anderson, seconded by Betzinger to return to open session at 10:11 a.m. Carried unanimously.

Moved by Anderson, seconded by Betzinger to accept the wage reopener contract proposal from Teamsters Local No. 406 and authorize a one-time lump sum payment of \$600.00 to each union member and also to the six non-union hourly employees on staff. Carried unanimously.

There being no further business, Kakuk declared the meeting adjourned at 10:12 a.m.

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Road Commission Finance Director / Clerk

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Chair

THE MENOMINEE COUNTY FAIR BOARD MEETING WAS HELD ON WEDNESDAY MAY 30<sup>TH</sup>, 2013 AT THE MICHIGAN STATE UNIVERSITY EXTENSION OFFICE IN STEPHENSON. THE MEETING WAS CALLED TO ORDER BY PRESIDENT LARRY ROETZER AT 6:30 P.M. FAIR BOARD MEMBERS PRESENT WERE PRESIDENT LARRY ROETZER, TREASURER PHYLLIS KACZMARCZYK, TRUSTEE SALLY EBSCH, SECRETARY KANDACE CURRAN, VICE- PRESIDENT DIANE BRAZELTON, TRUSTEE CAROL QUIST, SUPERINTENDENT STEPH BRUNO, AND SUPERINTENDENT ED GRANQUIST. ABSENT, BUT EXCUSED WAS COUNTY COMMISSIONER LARRY SCHEI.

**PUBLIC IN ATTENDANCE:** LAUREN QUIST, FORMER MENOMINEE COUNTY FAIR QUEEN 2009 AND 2010

**PUBLIC COMMENT:** NONE

**AGENDA:** ACCEPTED AS PRESENTED. PHYLLIS MADE THE MOTION TO ACCEPT AGENDA. SALLY SECONDED MOTION. ALL IN FAVOR

**TREASURER'S REPORT:** ACCEPTED AS PRESENTED.

**SECRETARY'S REPORT:** ACCEPTED AS PRESENTED.

**OLD BUSINESS:**

**NEW BUSINESS:** KANDACE ATTENDED THE PARK MEETING ON MAY 6<sup>TH</sup> AND TALKED TO THE BOARD AND COUNTY ADMINISTRATOR BRIAN BOUSLEY REGARDING THE LIGHTING SITUATION AT SHAKEY LIGHTS. THERE ARE SEVERAL IDEAS. FAIR BOARD WILL LOOK AT THIS AT THE NEXT MEETING AT SHAKEY AND DECIDE WHAT WE WOULD LIKE TO DO. DISCUSSED IDEAS FOR LADIES DAY PRESENTATION. DISCUSSED THE IMPORTANCE OF ANGELI'S COUNTY MARKET AND HOW MUCH THEY DONATE FOR THE FAIR AND FOR THE SAVINGS BONDS FOR THE WINNERS. DISCUSSED HAVING 4-WHEEL PULLING DURING GARDEN TRACTOR EVENT- IT WAS DECIDED THAT THERE WILL BE NO 4-WHEEL PULLING THIS YEAR. THERE WILL NOT BE ENOUGH TIME TO RUN EVENT. DISCUSSED FOOD VENDORS.

IT WAS AGREED THAT THE NEXT FAIR BOARD MEETING WILL BE HELD ON WEDNESDAY, JUNE 12TH AT 6:30 P.M. AT SHAKEY LAKES PARK.

THE MEETING WAS ADJOURNED AT 8:00 P.M.

RESPECTFULLY SUBMITTED,



KANDACE CURRAN, SECRETARY

## MINUTES

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

**Executive Committee Meeting, 05/14/ 2013 - 4:00 p.m.**

MEMBERS PRESENT: Jason Lauzer, Nick Lakari, Ted Sauve  
MEMBERS EXCUSED:  
OTHERS PRESENT: Airport Manager Tony Krysiak, Airport Lineman Jeff LaFleur, Eagle Herald, Peshtigo Times, Four Airport Users / Public Citizens

**1. Call to order**

Chair Lauzer called the meeting to order at 4:00 p.m.

**2. Pledge of Allegiance**

**3. Roll call**

**4. Approve/amend agenda**

Motion ( Lakari / Sauve) to approve the agenda. Vote - unanimous. Motion carried.

**5. Public comment**

Wayne Beyer commented on tenant leases.

**6. Approve / Amend Minutes of April 9, 2013, Action, if any.**

Motion (Lakari / Sauve) to approve the minutes as presented. Motion carried.

**7. Discuss / Consider Enstrom Lease, Action, if any.**

Results of the recently completed land appraisal concluded a range of ten-cents to fifteen-cents per square-foot is a current, reasonable lease fee. Committee to recommend the Commission enter into a new, all encompassing twenty-year lease, to include previous square footage and recently added square footage for the Enstrom expansion, at twelve-cents per square foot, effective May 10, 2013, to be reviewed in five-year intervals.

**8. Discuss / Consider Airport Staffing, Action, if any.**

Based on two Self-Evaluation comments by the Airport Maintenance / Lineman, the pros and cons of hiring an additional lineman were considered. The topic will advanced further by the TCAC Personnel Committee.

**9. Discuss / Consider Avis Agreement, Action, if any.**

First, it was pointed out that the TCAC has no written agreement with Avis car rental.

The Airport Maintenance / Lineman, and Airport Manager, assume responsibilities for Avis car rental contracts. There is no reference to these duties / expectations in the Maintenance / Lineman Job Description. Moreover, the income generated for the Airport is negligible. The topic will be added to the May 21, 2013 regular Commission meeting agenda.

**10. Discuss / Consider April Financials, Action, if any.**

All financial categories were reviewed.

Motion (Sauve / Lakari) to recommend Commission approve payment of checks numbered 12732 through 12749, in the amount of \$21,307.85. Motion carried.

**11. Public Comment**

North Shetter commented on tenant leases.

**12. Future Agenda Items**

(a.) 2013 - 2014 Budget preparations; (b.) Enstrom Lease; (c.) Display aircraft.

**13. Schedule next meeting**

The next meeting is scheduled for June 11, 2013 at 3:00 p.m.

**14. Adjourn**

Motion (Sauve / Lakari) to adjourn at 5:05 pm. Motion carried.

Respectfully submitted,  
Nick Lakari

Date approved/corrected:

Approved 6/17/13

K. McNeely called the regular meeting of the Menominee County Library Board to order at 11:01 AM on Tuesday, May 21, 2013.

Roll call was taken and present were J. Bejgrowicz, J. Freis, K. McNeely, and C. Peterson. K. Bates was excused.

C. Peterson moved to approve the agenda. Seconded by J. Bejgrowicz, motion carried.

Public Participation: There was no public participation at this time.

J. Freis moved to approve the minutes from the April 16, 2013 meeting. Seconded by C. Peterson, motion carried.

C. Peterson moved to approve the April financial reports. Seconded by J. Bejgrowicz, motion carried.

J. Freis moved to pay the May bills. Seconded by J. Bejgrowicz, motion carried. After discussion, C. Peterson moved to authorize C. Laurin to pay the two June 4, 2013 bills for telephone and utilities. Seconded by J. Bejgrowicz, motion carried.

#### Director's Report:

- A. The monthly circulation stat comparisons for April were in the board packets.
- B. The monthly statistics for Overdrive participation in April showed 15 new patrons, and 54 E-Books and 21 Audiobooks were downloaded. P. Cheski will provide the board with statistics on a quarterly basis beginning in June 2013.
- C. The Friends of the Library will be meeting on Thursday, May 23 to finish preparations for their annual plant sale to be held on Saturday, May 25 from 9 AM to 3 PM.

The Pajama Story-Time on Thursday, April 18 was very successful and the children and National Honor Society students all had a lot of fun reading.

- D. On April 24, P. Cheski and C. Laurin participated in a ReadyTalk workshop on UPRLC and ALS long range planning. Member libraries are now evaluating the new products and proposed contracts with various vendors.

#### Old Business:

- A. Merit Network Fiber Installation – Update – The hut in Powers has not yet been installed, so we probably won't have fiber access until sometime in July. CCI did repair the damage to the lawn near the alley.

#### New Business:

- A. FY 2013-2014 Preliminary Budget – Line Item Review – The library board members made no changes to the library budget at this time. C. Peterson and P. Cheski reported on the May 13 County Board Finance Committee meeting.
- B. Bookmobile – Fuel Tank Replacement – The diesel tank is leaking and is rusted through. Business on Wheels will have a tank built for approximately \$730, plus \$100 shipping, and \$300 for labor. Additional charges may be incurred if fuel lines or

other parts are replaced. Sufficient funds are in the Bookmobile Maintenance line item, but we may need to request a budget amendment if the total exceeds the budgeted amount.

- C. RIDES Delivery Service – Beginning July 1, we will have three day per week delivery service for the same price as two day per week delivery. This change is being subsidized by the Library of Michigan.

**Other Board Concerns:** The board discussed how the library director and/or library employees would handle problematic patrons and situations.

**Public Participation:** There was no public participation at this time.

As there was no further business, C. Peterson moved to adjourn the meeting. Seconded by J. Bejgrowicz, motion carried. The meeting adjourned at 11:39 AM.