

"Menominee County – Where the best of Michigan Begins"

MENOMINEE COUNTY BOARD OF COMMISSIONERS

*Menominee County Courthouse
839 10th Avenue
Menominee, MI 49858
www.menomineecounty.com*

*Jason Carviou – County Administrator
Sherry DuPont – Administrative Assistant
Telephone: (906) 863-9648
Fax: (906) 863-8839*

Menominee County Board of Commissioners

*Tuesday, September 22, 2020 – 5:00 PM
Menominee County Courthouse, Courtroom B
839 10th Avenue, Menominee, MI 49858
906-863-9648*

This meeting will be open to the public; however, you may also attend remotely using the information provided below. Individuals attending the meeting remotely will have the ability to provide public comment in compliance with the Open Meetings Act.

BY COMPUTER:

Meeting Link:

<https://menomineecountygovernment.my.webex.com/menomineecountygovernment.my/j.php?MTID=m85af87b1dad396167c41624529451dac>

Meeting Number: 126 708 8996

Password: rbMDMd8ck35

BY PHONE:

Phone Number: 1-408-418-9388

Access Code: 126 708 8996

Password: 72636382

****Note:** Standard telephone and internet rates may apply.

If you have any questions or need assistance with the virtual software, please contact Jason Carviou, County Administrator, at 906-863-9648 (Work), 906-290-0002 (Cell), or by email at JCarviou@menomineeco.com.

AGENDA

- A. Call to Order
- B. Pledge of Allegiance
- C. Roll Call (Piche, Cech, Gromala, Lang, Phelps, Schei, Prestin, Hafeman, & Johnson)
- D. Approval of the Agenda
- E. Approval of the Previous Minutes: County Board – September 8, 2020 & September 10, 2020 - Committee of the Whole
- F. Public Comment (*Statements, Not Debate, Limited to 5 Minutes on Agenda Items Only*)
- G. Presentations (*Limited to 20 Minutes*):
 - None
- H. Department Head/Elected Official Reports (*Limited to 10 Minutes*)
 - Department Heads and Elected Officials
 - County Administrator
- I. Action Items
 1. Moved by _____ supported by _____ to approve the FY 2020/2021 Menominee County Annual Budget and the 20/21 County General Appropriations Act, that is part of the budget.
 2. Moved by _____ supported by _____ to approve Resolution 2020 – 25 ~ Authorizing Menominee County to Accept Community Development Block Grant Program Funds to Support CDBG Cares Funding.
 3. Moved by _____ supported by _____ to approve Resolution 2020 – 26 ~ Support of House Bill 4590 Establishing a Tourism Reinvestment Excise Tax.
 4. Moved by _____ supported by _____ to approve FY19/20 Budget Amendments ~ Group # 5 and # 6 as recommended by the Finance Committee.
 5. Moved by _____ supported by _____ to approve a Letter of Agreement with the 95A District Court Employees' Association authorizing a 1.45% salary increase effective October 1, 2020 – September 30, 2021.
 6. Moved by _____ supported by _____ to approve authorizing Gunnerson Consulting to move forward with the creation of a Request for Proposal

(RFP) and additional work required to move the 911 Communication Network to a VHF simulcast system.

7. Moved by _____ supported by _____ to approve the Grant Contract for Coronavirus Emergency Supplemental Funding (CESF) for the Menominee County Courts in the amount of \$28,864.34.
 8. Moved by _____ supported by _____ to authorize providing Hazard Pay for First Responders (E-911, Road Patrol, Corrections, and Emergency Management) in the amount of \$1,000 per eligible employee, contingent upon Menominee County receiving grant funds from the First Responder Hazard Pay Premiums Program.
 9. Moved by _____ supported by _____ to approve Commissioner Per Diems and Expenses as paid.
 10. Moved by _____ supported by _____ to approve miscellaneous bills paid on August 21, 25, 31, and Sept. 2, 2020 in the combined amount of \$64,643.75.
 11. Moved by _____ supported by _____ to approve miscellaneous Board/Committee/Commission Reports be placed on file in the Office of the County Clerk.
- J. New Business
1. Personnel Items
 - a. None
 2. Buildings & Grounds/Park Items
 - a. Resolution 2020-7~Establishing an Agreement Between Menominee County and the Wild Rivers Invasive Species Coalition for the Storage of Equipment at Shakey Lakes Park.
 3. Miscellaneous Items
 - a. None
 4. Finance Items
 - a. Commissioner Per Diems and Expenses
 - b. Miscellaneous bills paid on September 8, 10, & 17, 2020 in the combined amount of \$67,331.65
- K. Miscellaneous Boards/Committee/Commission Reports

- L. Public Comment (*Limited to 5 Minutes*)
- M. Commissioner Comment
- N. Adjourn

September 8, 2020

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 Courtroom B, Courthouse, Menominee, Michigan. In addition, public participation was allowed through Cisco Webex Meetings.

Chairman Piche called the meeting to order at 5:00 P.M. followed by the Pledge of Allegiance.

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

Present: Commissioners: William Cech, David Prestin, Steven Gromala, Jan Hafeman, Larry Johnson Jr. (phone), Bernie Lang, Larry Phelps, Gerald Piche, and Larry Schei.

Absent: None.

Moved by Com. Hafeman, seconded by Com. Cech to approve the agenda. Motion was approved by roll call vote 9-0.

Moved by Com. Cech, seconded by Com. Phelps to approve the minutes from the August 25, 2020 Regular County Board Meeting. Motion was approved by roll call 9-0.

Public Comment: None.

Presentations: None.

Department Head/Elected Officials Reports:

- Andy Primeaux, County 911 Director – Gave an update on his department.
- Jason Carviou, County Administrator – Gave Administrator's Report with updates and announcements.

Action Items:

Moved by Com. Hafeman, seconded by Com. Gromala to approve Resolution 2020-24 ~ Intent to Establish a Brownfield Redevelopment Authority. Motion was approved by roll call vote 9-0.

Moved by Com. Cech, seconded by Com. Lang to approve a Timber Sale Administration Agreement with Upper Michigan Land Management & Wildlife Services, Inc. for the Menominee Regional Airport Logging Project. Motion was approved by roll call vote 9-0.

Moved by Com. Hafeman, seconded by Com. Schei to approve Commissioner Per Diems and Expenses as paid. Motion was approved by roll call vote 9-0.

Moved by Com. Hafeman, seconded by Com. Cech to approve miscellaneous bills as paid on August 11, 18 & 20, 2020 in the combined amount of \$64,361.26. Motion was approved by roll call vote 9-0.

Moved by Com. Prestin, seconded by Com. Cech to approve miscellaneous Board/Committee/Commission Reports be placed on file in the Office of the County Clerk. Motion was approved by roll call vote 9-0.

New Business (discussion only)

Personnel Items:

- a. None.

Building and Grounds/Parks Items:

- a. Stony Point Rip-Rap Bid Recapitulation. – Administrator Carviou discussed the bids that were received. There were 6 bids ranging in price from \$19,500 to \$110,000.

Moved by Com. Hafeman, seconded by Com. Gromala to make the Stony Point Rip-Rap Bid Recapitulation an action item at this meeting. Motion was approved by roll call vote 9-0.

Moved by Com. Hafeman, seconded by Com. Prestin to approve a bid from Valley Mechanical in the amount of \$19,500 for the Stony Point Rip-Rap Project with Coleman Engineering overseeing the work. Motion was approved by roll call vote 9-0.

Miscellaneous Items:

- a. Letter of Agreement – 95A District Court Employees’ Association. – The District Court employees’ contract expires at the end of September 2021. The agreement calls for a “wage opener” for the 20/21 budget year. Since the other three contracts were approved with a 1.45% increase, the District Court employees Association also would like to follow suit with the 1.45% increase for the 20/21 budget year. The consensus of the board is to move this item forward for a vote at the next meeting.
- b. Resolution on HB 4590 – Tourism Reinvestment Excise Tax. – Recreation activities by tourists result in measurable increased strain on local services, especially medical services and parks and recreation, creating strain in local budgets. We received a resolution from UPACC asking for support of House Bill 4590. This bill allows Counties the option to tax local room rentals at a rate not to exceed 5% of the room rate. Com. Schei stated that he is not in favor of this because it is just another tax. Com. Lang stated that he is in agreement with Com. Schei. The consensus of the board is to have

Administrator Carviou draft a resolution in support of HB 4590 to bring back to the next meeting for a vote.

Finance Items:

- a. Proposed 2020/2021 Menominee County Budget. – Review of the proposed budget. Administrator Carviou reviewed the proposed budget with the board. Com. Prestin would like the \$6,500 that is appropriated to the Rescue Squads to be divide up equally between the three rescue squads covering Menominee County rather than the \$5,500/\$1,000 current split. The consensus of the board is to have Administrator Carviou go back to the rescue squads with this more equitable division of the appropriations. This would require new service agreements from all three recuse squads to receive the appropriations. The consensus of the board is to keep the money in the 2020/2021 budget for the Mason Park Kayak Launch Project.
- b. Commissioner Per Diems and expenses – The consensus of the board is to move this item forward to the next meeting for approval.
- c. Miscellaneous bills paid on August 21, 25, 31 and September 2, 2020 in the combined amount of \$64,643.75. 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 Piche offered his condolences to Com. Prestin on the passing of his father and asked for a moment of silence.

Chairman Piche called for public comment

Public Comment: None.

Commissioner Comment

- Com. Cech – Commented on the budget and thanked Jason and Sherry for their hard work.
- Com. Prestin – Commented that he would like to thank the board for all the hard work they have done this year getting the millages passed and with the budget.
- Com. Phelps – Commented that he would like to thank the board for their support of the Mason Park Kayak Launch Project.
- Com. Piche – Commented with an update on the Pinecrest Medical Care Facility in Powers.

Moved by Com. Hafeman, seconded by Com. Prestin to adjourn at 7:09 p.m. Motion was approved by roll call vote 9-0.

Gerald Piche, Chairman

Marc Kleiman, County Clerk

September 10, 2020

UNAPPROVED

Proceedings of a Committee of the Whole Meeting of the Board of Commissioners in and for the County of Menominee and the State of Michigan were held in Courtroom B, Courthouse, Menominee, Michigan

Chairman Piche called the meeting to order at 5:00 P.M. followed by the Pledge of Allegiance.

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

Present: Commissioners: William Cech, Steven Gromala, Bernie Lang, Larry Phelps, Gerald Piche and Larry Schei.

Absent: Commissioners: Jan Hafeman, Larry Johnson Jr., and David Prestin (excused)

Moved by Com. Schei, seconded by Com. Gromala to approve the agenda. Motion was approved by roll call vote 6-0.

Public Comment:

- Andy Primeaux – Commented that he would like to thank the County Board for all of their support with this project.

Business Items:

- Gunnerson Consulting – 911 Network & Infrastructure

Discussion:

- Com. Schei questioned Administrator Carviou on what the cost would be long term for purposes of budgeting. Half the money has already been budgeted for next year and then we would need to continue to budget \$70,000 to \$100,000 per year over the next four years to complete the project.
- Administrator Carviou discussed the options, with the two main options being the VHF Simulcast system or switching to the MPSCS network.
- Andy Primeaux, Menominee County 911 Director, discussed the systems with the commissioners. His recommendation is with an enhanced VHF Simulcast system.
- Josh Dessart, 911 Governing Board Chair, discussed the systems with the commissioners. His recommendation is with an enhanced VHF Simulcast system.
- The consensus of the board is to move forward with an RFP by Gunnerson for the VHF Simulcast system. This should be brought to the next meeting as an action item.

Public Comment: None.

Commissioner Comment:

- Com. Cech – Commented about all the work put in on this project for the citizens of Menominee County.
- Com. Gromala – Commented on the general fund is tax payers money and this is what's best for the citizens

- Com. Piche – Commented that he would like to thank Brian for all of his patience in working with the County Board.

Moved by Com. Gromala, seconded by Com. Cech to adjourn at 7:07 p.m. Motion was approved by roll call vote 6-0.

Gerald Piche, Chairman

Marc Kleiman, County Clerk

DRAFT

MENOMINEE COUNTY BOARD OF COMMISSIONERS AGENDA ITEM

| | |
|--|---|
| SUBJECT: | Proposed 2020/2021 Menominee County Budget |
| DEPARTMENT: | Administration |
| ATTACHMENTS: | Yes (online the budget is attached as a link to the Public Hearing Agenda) |
| SUMMARY: | |
| <p>Administrator Carviou would like the board to see the final product of the 20/21 budget...just to be sure there are no questions or changes they'd like to see before the new budget year rolls over.</p> | |
| RECOMMENDED MOTION | |
| <p>To approve the FY 2020/2021 Menominee County Annual Budget and the 20/21 County General Appropriations Act, that is part of the budget.</p> | |

Submitted by: Jason Carviou

09/18/2020
Date

WORKSHOP ACTION

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

COUNTY BOARD ACTION

DATE:

| | |
|--|---|
| | Approved |
| | Disapproved |
| | Approved with the following change(s): |

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COUNTY OF MENOMINEE GENERAL APPROPRIATIONS ACT - 2020/2021

A resolution appropriating monies and adopting the 2020/2021 Menominee County Budget including: The General Fund, Special Revenue, Debt Service and Internal Service Fund Budgets. It is intended that this resolution comply with requirements of Public Act 621 of 1978.

It being the finding and opinion of the Menominee County Board of Commissioners:

The Menominee County Board of Commissioners has had under consideration the taxes for the local units of government and the needs of various County Departments.

The Menominee County Board of Commissioners after considerable deliberation has recommended adoption of the budgets and reports attached and made a part of this appropriations act.

In recognition of the above listed findings and opinion:

The Menominee County Board of Commissioners hereby resolves to adopt the attached 2020/2021 Budget, levy tax rates of the General Fund 7.0612 mills, Senior Citizens .6000 mills, Road Patrol 1.7950 mills, 911 .6250 mills, and County Library .3750 mills and appropriate monies from the various County revenues to authorize expenditures in accordance with the various fund expenditures.

The Board further resolves that an appropriation is not a mandate to spend, but shall limit the amount which may be spent for such purposes as are defined by the Board of Commissioners and which shall be limited to the 2020/2021 fiscal year. All Non-General Fund Department Fund Balances at year-end are to be considered the initial allotment under the budgetary appropriation for the new fiscal year. If a department contends that part of the department's unexpended balance is either obligated or otherwise restricted, it will be incumbent upon that department to demonstrate the obligation or restriction to the satisfaction of the Menominee County Board of Commissioners.

The Board further resolves that all County Elected Officials and Department Heads shall abide by all County Board policies, rules and procedures, as adopted and amended by the Board and that these budgeted funds are appropriated contingent upon compliance with these polices, rules and procedures.

*Steven Gromala Gerald Piche – Chairperson William Cech – Vice Chairperson Larry Phelps
Larry Johnson Jr. Jan Hafeman David Prestin Bernie Lang Larry Schei*

Be it further resolved, that the approved Position Allocation List contained in the Budget shall limit the number of employees who can be employed, and no funds are appropriated for any position or employee not on the Approved Position List. Further, there may be a need to increase or decrease various portions of the budget and/or impose a hiring freeze and/or impose layoffs due to unforeseen financial changes; therefore, the Board of Commissioners may, from time to time, change the approved Position Allocation List and/or impose a hiring freeze. The County's Elected Officials and County Department Heads shall abide by whatever changes are made by the Board of Commissioners, if any, relative to the approved positions and the number of employees stated in the Position Allocation List.

Be it further resolved, that in the event the Board imposes a hiring freeze and vacancies occur during the existence of that hiring freeze, the vacancies shall be considered, and hereby declared to be vacated positions and shall not be refilled, except by specific Board authorization. Further, the existence of a hiring freeze that may be imposed by the Board of Commissioners shall be, and is hereby declared to be a contingency on the expenditure of the budgeted funds, as well as on the approved Position Allocation List.

Be it further resolved, that certain positions contained in the Position Allocation List which are supported in some part by a grant, cost sharing, reimbursement, or some other source of outside funding are only approved contingent upon the County receiving the budgeted revenues. The Department Head shall immediately notify the Administrator in the event outside funding is not received or the County is notified that it will not be received, and said positions shall be considered not funded and removed from the approved Position Allocation List.

Running a County is similar to running a business. In order to ensure that the taxpayer's money is wisely spent and that accountability of allotted funds in each department is used for the purpose they were originally allocated the Board further resolves that there will be no line item transfers in any department budget without approval of the Menominee County Board.

Running this County as a business may require the Board to investigate transferring services or duties to private sources. Should it be deemed to provide substantial savings to the County the Board reserves the right to do so and remove funds and terminate employees from any department effected by such transferring of services or duties.

Should duties now held in one department be deemed by this Board to be better suited within another department this Board will reserve the right to transfer any funds and employees from the Position

Allocation List between departments effected.

The County Administrator shall provide, monthly, a report of actual vs. budgeted revenues and expenditures together with trial balances for all funds held in the name of Menominee County.

The County Administrator shall provide a quarterly projection of year-end revenues and expenditures for the County's General, Park, Road Patrol and Law Library Funds and others as directed by the Menominee County Board of Commissioners.

Any County Department, agency, board, commission or unit whatsoever and any organization public or private which accepts a county appropriation shall do so subject to inspection and/or audit by the Menominee County Board or its designee. The Board, or its designees, shall have access for the purpose of audit and examination, to any and all books, documents, papers and records of the recipient organization.

The Board further resolves that the budget may be amended as conditions indicate upon the recommendation of the Menominee County Board of Commissioners provided the budget remains in a balanced state, and further authorizes the County Treasurer to make certain budget transfers as required to maintain positive balances in all Funds. Such transfers shall be subject to subsequent approval of the Board of Commissioners.

I, Marc Kleiman, Clerk of the County of Menominee, State of Michigan, do hereby certify that the above stated Appropriations Act was taken under consideration at the Regular Meeting of the Menominee County Board of Commissioners, and the following action was taken. It was moved by _____ and seconded by _____ and carried by the following vote that the resolution be passed.

AYES:

NAYS:

ABSENT:

Sworn to me on the 22nd day of September, 2020

Marc Kleiman, Clerk
COUNTY OF MENOMINEE

MENOMINEE COUNTY BOARD OF COMMISSIONERS AGENDA ITEM

| | |
|--|---|
| SUBJECT: | Resolution 2020-25 ~ Authorizing Menominee County to Accept Community Block Grant Program Funds to Support CDBG Cares Funding. |
| DEPARTMENT: | Administration |
| ATTACHMENTS: | Yes |
| <p>Administrator Carviou has applied for grant monies via the CDBG CARES Grant for unexpected costs associated with COVID-19. Approving the resolution is part of the process needed to receive funds.</p> | |
| RECOMMENDED MOTION | |
| <p>To approve Resolution 2020 – 25 ~ Authorizing Menominee County to Accept Community Development Block Grant Program Funds to Support CDBG Cares Funding.</p> | |

Submitted by: Jason Carviou

09/18/2020
Date

WORKSHOP ACTION

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

COUNTY BOARD ACTION

DATE:

| | |
|--|---|
| | Approved |
| | Disapproved |
| | Approved with the following change(s): |

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RESOLUTION – 2020-25

RESOLUTION AUTHORIZING MENOMINEE COUNTY TO ACCEPT COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM FUNDS TO SUPPORT CDBG CARES FUNDING

The Coronavirus Aid, Relief and Economic Security Act (CARES Act), Public Law 116-136, makes available supplemental Community Development Block Grant (CDBG) and Emergency Solutions Grant ESG-CV funding for grants to prevent, prepare for, and respond to Coronavirus (COVID-19). The CDBG grant will provide flexibilities for grantees to expedite the use of grant funds to help address the challenges facing our nation during this historic public health crisis.

WHEREAS, the Michigan Strategic Fund has invited Counties to accept Community Development Block Grant Program funds to support CDBG CARES Funding; and

WHEREAS, Menominee County will seek to receive up to \$163,153.00 in CDBG funds to reimburse for unexpected costs associated with COVID-19; and

WHEREAS, the proposed project will benefit all residents of the project area and fifty-one percent of the residents of Menominee County that are low and moderate income persons as determined by census data provided by the U.S. Department of Housing and Urban Development.

NOW, THEREFORE, BE IT RESOLVED that Menominee County hereby designates the County Administrator as the Certifying Officer, the person authorized to certify the Michigan CDBG pre-agreement documents, the person authorized to sign the Grant Agreement and payment requests, and the person authorized to execute any additional documents required to carry out and complete the grant.

MENOMINEE COUNTY BOARD OF COMMISSIONERS AGENDA ITEM

| | |
|--|---|
| SUBJECT: | Resolution 2020 – 26 ~ Support of House Bill 4590 Establishing a Tourism Reinvestment Excise Tax |
| DEPARTMENT: | Administration |
| ATTACHMENTS: | Yes |
| SUMMARY: | |
| <p>Recreation activities by tourists result in measurable increased strain on local services, especially medical services and parks and recreation, creating strain in local budgets. We received a resolution from UPACC for asking for support of House Bill 4590. This bill allows Counties the option to tax local room rentals at a rate not to exceed 5% of the room rate. Would the County Board also like us to support HB 4590 in Menominee County? Moved Forward</p> | |
| RECOMMENDED MOTION | |
| To approve Resolution 2020 – 26 ~ Support of House Bill 4590 Establishing a Tourism Reinvestment Excise Tax. | |

Submitted by: Jason Carviou

09/18/2020
Date

WORKSHOP ACTION

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

COUNTY BOARD ACTION

DATE:

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|--|---|
| | Approved |
| | Disapproved |
| | Approved with the following change(s): |

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RESOLUTION – 2020-26

RESOLUTION IN SUPPORT OF HOUSE BILL ESTABLISHING A TOURISM REINVESTMENT EXCISE TAX

WHEREAS, the Upper Peninsula has experienced a steady increase in tourism over the past several years, which is exemplified by a nearly 20% increase in tourism related spending in the Upper Peninsula between 2011 and 2017 as cited by the Michigan Economic Development Corporation; and

WHEREAS, while increased tourism spending results in positive economic impacts for the private sector and increased state tax revenue, local revenue growth remains far more restricted. Local revenue growth remains restricted to local property taxes, which modest increases are insufficient to cover additional expenses incurred due to increased tourism in Menominee County; and

WHEREAS, tourism results in measurable increased spending by local units of government to provide additional services. This is especially true for law enforcement, fire, and emergency medical services being provided. Menominee County is not only a destination for tourism in the Upper Peninsula, but also provides two main corridors of access to the rest of the Upper Peninsula; and

WHEREAS, Menominee County is a geographically large county, which already places strain on our emergency services. Additional requests for emergency services due to the growing number of visitors to Menominee County place an additional strain on an already burdened system; and

WHEREAS, it is undeniable that increased tourism has resulted in increased costs for emergency services and parks and recreation budget borne by local units of government with no recourse to raise additional revenue to cover these expenses; and

MENOMINEE COUNTY BOARD OF COMMISSIONERS AGENDA ITEM

| | |
|--|---|
| SUBJECT: | FY 2019/20 Final Budget Amendments ~ Group #5 & #6 |
| DEPARTMENT: | Administration |
| ATTACHMENTS: | Yes |
| SUMMARY: | |
| <p>The Finance Committee met to discuss these budget amendments...group #5. Group #6 was caught last minute. The Veteran's Grant was approved by the state in the amount of \$62,084. We only had \$57,917 budgeted. Two new accounts were created to explain "other operating" and other accounts were adjusted according to the amount approved.</p> | |
| RECOMMENDED MOTION | |
| <p>To approve FY19/20 Budget Amendments ~ Group # 5 and # 6 as recommended by the Finance Committee</p> | |

Submitted by: Jason Carviou

09/18/2020
Date

WORKSHOP ACTION

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

COUNTY BOARD ACTION

DATE:

| | |
|--|---|
| | Approved |
| | Disapproved |
| | Approved with the following change(s): |

2019/20 Budget Amendment - Group #5

| | | | | | |
|----|-----------|--|----|------------|----------------|
| 40 | 3/26/2020 | Set up new account for MERS additional payments | \$ | 170,000.00 | 205-315-718.02 |
| | | Funds to be taken from RP Fund Balance | \$ | 170,000.00 | 205-000-697.00 |
| 41 | 8/5/2020 | Grant & Donations Received | \$ | 6,007.00 | 271-000-544.00 |
| | | | \$ | 6,007.00 | 271-790-727.03 |
| 42 | 7/6/2020 | ORV Grant Approval | \$ | 23,974.00 | 101-000-544.02 |
| | | | \$ | 17,974.00 | 101-334-985.00 |
| | | | \$ | 4,000.00 | 101-334-706.00 |
| | | | \$ | 300.00 | 101-334-715.00 |
| | | | \$ | 80.00 | 101-334-715.01 |
| | | | \$ | 80.00 | 101-334-716.00 |
| | | | \$ | 1,540.00 | 101-334-755.00 |
| 43 | 7/17/2020 | New account number to identify in-car tablet exp | \$ | 1,750.00 | 205-315-850.02 |
| | | | \$ | 1,750.00 | 205-000-697.00 |
| 44 | 7/6/2020 | Increase in RP costs (expired body armor and expired AED batteries) and OT. Funds to be taken from RP Fund Balance | \$ | 5,000.00 | 205-315-706.00 |
| | | | \$ | 12,000.00 | 205-315-745.00 |
| | | | \$ | 3,000.00 | 205-315-934.00 |
| | | | \$ | 4,000.00 | 205-315-934.01 |
| | | | \$ | 24,000.00 | 205-000-697.00 |
| 45 | 7/6/2020 | Increase in expenses, uniform costs due to new hires, physicals and psych evals | \$ | 25,000.00 | 101-301-706.00 |
| | | | \$ | 1,500.00 | 101-301-745.00 |
| | | | \$ | 15,000.00 | 101-301-770.00 |
| | | | \$ | 1,000.00 | 101-301-835.00 |
| | | | \$ | 42,500.00 | 101-000-696.01 |
| 46 | 7/6/2020 | Equip K9 Vehicle (K9 Plus Transport and Hop N Pop) | \$ | 4,374.11 | 281-345-981.00 |
| | | Funds available in K9 fund balance | \$ | 4,374.11 | 281-000-699.01 |
| 47 | 9/10/2020 | DC Retirement for two new hires in District Court - Not originally Budgeted for. Transfer in from Fund Balance (Operating) | \$ | 2,920.00 | 101-136-718.00 |
| | | | \$ | 2,920.00 | 101-000-696.01 |
| 48 | 9/10/2020 | Due to COVID - refund partial leases. Also many campers have cancelled. From Parks Fund Balance. | \$ | 17,000.00 | 208-751-964.00 |
| | | | \$ | 17,000.00 | 208-000-697.00 |

| | | | | |
|----|-----------|---|---------------|----------------|
| 49 | 9/10/2020 | Repairs made to the copier are covered in the rental maintenance contract | \$ 1,000.00 | 215-141-942.00 |
| | | | \$ (1,000.00) | 215-141-934.00 |
| 50 | 9/10/2020 | FOC Director opted out of Health Insurance and in to cash in lieu. Transfer in from Operating FB. | \$ 2,800.00 | 101-141-712.00 |
| | | | \$ 2,800.00 | 101-000-696.01 |
| 51 | 9/10/2020 | 911 Infastructure - On Non Lapsing from 2018/19. Wasn't carried over. From 911 FB. | \$ 281,000.00 | 266-325-970.06 |
| | | | \$ 281,000.00 | 266-000-699.04 |
| 52 | 9/11/2020 | FOC office remodel to allow all caseworkers to have an office/office furniture. From 215 FB. | \$ 11,180.33 | 215-000-699.00 |
| | | | \$ 11,180.33 | 215-141-970.00 |
| 53 | 9/10/2020 | Contruction Improvements for CAFA | \$ 13,053.37 | 260-266-830.00 |
| | | | \$ (5,000.00) | 260-266-801.01 |
| | | | \$ (5,000.00) | 260-266-801.02 |
| | | | \$ (3,053.37) | 260-266-801.03 |
| 54 | 9/10/2020 | Survey & Civil Engineer for Stoney Point Shoreline Restoration Project - from Park Improvements FB | \$ 4,619.75 | 220-752-953.05 |
| | | | \$ 4,619.75 | 220-000-699.01 |
| 55 | 9/10/2020 | Nothing budgeted in the Diverted Felon Keep - but we did have some that we were reimbursed for. | \$ 24,160.00 | 101-000-630.00 |
| 56 | 9/10/2020 | Nothing budgeted in the Unrealized Gains/Losses | \$ 16,300.00 | 101-000-665.02 |
| 57 | 9/10/2020 | CB approved the hiring of a Temporary Legal Secretary. From GF Opearting Fund. | \$ 9,000.00 | 101-267-705.00 |
| | | | \$ 558.00 | 101-267-715.00 |
| | | | \$ 130.50 | 101-267-715.01 |
| | | | \$ 50.40 | 101-267-716.00 |
| | | | \$ 9,738.90 | 101-000-696.01 |
| 58 | 9/10/2020 | When budgeting for professional services, only the cleaning service was included. There are many services included within this account. | \$ 21,063.26 | 101-265-801.00 |
| | | | \$ 21,063.26 | 101-000-696.01 |
| 59 | 9/10/2020 | More revenue was received for Property Transfer Tax (ROD) than budgeted. | \$ 40,000.00 | 101-000-614.00 |
| 60 | 9/10/2020 | Received a CARES Grant | \$ 201,925.00 | 101-000-528.00 |

| | | | | |
|----|-----------|---|--------------|----------------|
| 61 | 9/10/2020 | County Board approved the hiring of a Court Reporter/Judicial Assistant in District Court, Longevity is over budget due to retirement of L. Menacher, and Stenographers is over budget due to so many transcripts being ordered. Funds to be taken out of GF FB (Operating) | \$ 7,200.00 | 101-136-704.00 |
| | | | \$ 917.00 | 101-136-707.00 |
| | | | \$ 2,000.00 | 101-136-806.00 |
| | | | \$ 10,117.00 | 101-000-696.01 |
| 62 | 9/10/2020 | Board of Canvassers is over budget due to the election recount (Grinsteiner). Transfer in from FB (Operating) | \$ 330.00 | 101-192-705.00 |
| | | | \$ 51.84 | 101-192-860.00 |
| | | | \$ 381.84 | 101-000-696.01 |
| 63 | 9/10/2020 | Treasurer's Office (Defined Contribution) B. Parrett. Transfer in from FB (Operating) | \$ 4,330.00 | 101-253-718.00 |
| | | | \$ 4,330.00 | 101-000-696.01 |
| 64 | 9/10/2020 | Vehicle Technology - Road Patrol. Transfer in from Fund Balance | \$ 699.00 | 205-315-850.02 |
| | | | \$ 699.00 | 205-000-697.00 |
| 65 | 9/10/2020 | Library Cares Grant | \$ 800.00 | 271-790-727.05 |
| | | | \$ 800.00 | 271-000-528.00 |

2019/20 Budget Amendment - Group #6

| | | | | | |
|----|-----------|-------------------------------|----|-------------|----------------|
| 66 | 9/17/2020 | Increase in VA Grant Received | \$ | 4,167.00 | 294-000-541.00 |
| | | | \$ | 6,760.00 | 294-683-705.00 |
| | | | \$ | 419.00 | 294-683-715.00 |
| | | | \$ | 98.00 | 294-683-715.01 |
| | | | \$ | 38.00 | 294-683-716.00 |
| | | | \$ | (1,134.00) | 294-683-728.00 |
| | | | \$ | (10,000.00) | 294-683-755.00 |
| | | | \$ | 8,034.00 | 294-683-858.00 |
| | | | \$ | 2,500.00 | 294-683-858.01 |
| | | | \$ | (5,500.00) | 294-683-860.00 |
| | | | \$ | 2,214.00 | 294-683-881.00 |
| | | | \$ | 738.00 | 294-683-881.01 |

BA- 2019/20
6

Menominee County

Request for Budget Amendment

Budget Year: 2019/2020

Please Increase

| | | | |
|-----------------|-----------------------|----|-------------------|
| Revenue Account | <u>294-000-541.00</u> | by | <u>\$4,167.00</u> |
| | <u>MVAA Grant</u> | | |

Please Increase/Decrease

| | | | |
|---------------------|--|----|----------------------|
| Expenditure Account | <u>294-683-705.00</u> | by | <u>\$6,760.00</u> |
| | <u>294-683-715.00</u> | | <u>\$418.92</u> |
| | <u>294-683-715.01</u> | | <u>\$98.32</u> |
| | <u>294-683-716.00</u> | | <u>\$37.90</u> |
| | <u>294-683-728.00</u> | | <u>(\$1,134.00)</u> |
| | <u>294-683-755.00</u> | | <u>(\$10,000.00)</u> |
| | <u>294-683-858.00</u> <i>new acct.</i> | | <u>\$8,033.00</u> |
| | <u>294-683-858.01</u> <i>new acct.</i> | | <u>\$2,500.00</u> |
| | <u>294-683-860.00</u> | | <u>(\$5,500.00)</u> |
| | <u>294-683-881.00</u> | | <u>\$2,214.00</u> |
| | <u>294-683-881.01</u> | | <u>\$738.00</u> |

Date of Request 9.17.20

Justification Veterans' Grant Increased from \$57,917 to \$62,084

Requesting Department Administration - VA

Elected Official/Dept. Head Jason Carviou - Mike Dellisse

Chief Fiscal Officer's Approval _____

Date Posted to General Ledger _____

Posted by: _____

Veterans' Grant - Revenues

Fund: Special Revenue (294)

Activity: VA Grant (000)

| <u>Account Number</u> | <u>Account Title</u> | <u>2018/19 Budget</u> | <u>2019/2020 Budget</u> |
|-----------------------|----------------------|-----------------------|-------------------------|
| 541.00 | MVAA Grant | 57,917 | 62,084 |
| | | - | - |
| | Total | 57,917 | 62,084 |

Veterans' Grant - Expenses

Fund: Special Revenue (294)

Activity: VA Grant (683)

| <u>Account Number</u> | <u>Account Title</u> | <u>2018/19 Budget</u> | <u>2019/2020 Budget</u> |
|-----------------------|----------------------------------|-----------------------|-------------------------|
| 705.00 | Salary - PT | 12,000 | 30,160 |
| 715.00 | FICA | 800 | 1,870 |
| 715.01 | FICA MED | 200 | 437 |
| 716.00 | Workers comp | 125 | 169 |
| 728.00 | Office Equipment | 5,492 | 4,450 |
| 755.00 | Other Operating | 25,000 | - |
| <i>New Accts.</i> * | 858.00 Emergency Assistance Fund | | 8,034 |
| * | 858.01 Travel Assistance Fund | | 2,500 |
| | 860.00 Travel/mileage | 11,800 | 2,000 |
| | 881.00 Training | 2,500 | 7,464 |
| | 881.01 Outreach/marketing | - | 5,000 |
| | Total | 57,917 | 62,084 |



FY2020 COUNTY VETERAN SERVICE FUND GRANT

GRANT APPLICATION TEMPLATE

Use this template in submitting the County Veteran Service Fund grant request.

Definitions to determine the proper individual to list as a contact can be found in the Grant Guidance. Your Authorizing Official is the person able to accept funds and enter the County into agreements and contracts. This is usually the Chairperson of the Board of Commissioners.

CONTACT INFORMATION

| | | | |
|-------------------------------|------------------|---------------------------|--|
| Applicant County | Menominee County | | |
| Grant Amount Requested | \$62,084.00 | | |
| SIGMA Vendor Code | CV0048192 | SIGMA Address Code | |

| | | | |
|-------------------------|-------------------------------------|--|--|
| Project Director | Michael Dellisse | | |
| Mailing Address | 839 10th Avenue Menominee, MI 49858 | | |
| Phone | 906-863-5691 | | |
| Email Address | MDellisse@Menomineeco.com | | |

| | | | |
|--------------------------|-------------------------------------|--|--|
| Financial Officer | Jason Carviou | | |
| Mailing Address | 839 10th Avenue Menominee, MI 49858 | | |
| Phone | 906-863-7779 | | |
| Email Address | JCarviou@Menomineeco.com | | |

| | | | |
|----------------------------|-------------------------------------|--|--|
| Authorized Official | Gerald Piche | | |
| Mailing Address | 839 10th Avenue Menominee, MI 49858 | | |
| Phone | 906-863-7779 | | |
| Email Address | GPiche@Menomineeco.com | | |

Each assistance, programming, and service initiative needs a separate and detailed project and budget narrative, and spreadsheet. Please duplicate the Project Detail, Budget Narrative, and Excel spreadsheets as needed for each initiative your county is seeking funding. Attach pages as needed.

MENOMINEE COUNTY BOARD OF COMMISSIONERS AGENDA ITEM

| | |
|--|--|
| SUBJECT: | Letter of Agreement – 95A District Court Employees’ Association |
| DEPARTMENT: | District Court / Administration |
| ATTACHMENTS: | Yes |
| SUMMARY: | |
| <p>The District Court employees contract expires at the end of Sept. 2021. The agreement calls for a “wage opener” for the 20/21 budget year. Since the other three contracts were approved with a 1.45% increase, the District Court employees Assoc. also would like to follow suit with the 1.45% increase for the 20/21 budget year.</p> | |
| RECOMMENDED MOTION | |
| <p>To approve a Letter of Agreement with the 95A District Court Employees’ Association authorizing a 1.45% salary increase effective October 1, 2020 – September 30, 2021.</p> | |

Submitted by: Jason Carviou

09/18/2020
Date

WORKSHOP ACTION

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

COUNTY BOARD ACTION

DATE:

| | |
|--|---|
| | Approved |
| | Disapproved |
| | Approved with the following change(s): |

**LETTER OF AGREEMENT
MENOMINEE COUNTY- 95A DISTRICT COURT**

WAGE OPENER

WHEREAS the parties are subject to a Collective Bargaining Agreement which expires on September 30, 2021.

WHEREAS pursuant to wage reopener negotiations, the parties agree on the following wage adjustments to Appendix A;

| <u>EFFECTIVE OCTOBER 1st, 2020</u> | | | | | | | |
|---|--------------|---------------|---------------|---------------|---------------|---------------|---------------|
| Position | Grade | Step 1 | Step 2 | Step 3 | Step 4 | Step 5 | Step 6 |
| Deputy Court Clerk | 7 | 17.0642 | 17.7468 | 18.4294 | 19.1119 | 19.7945 | 20.4771 |
| District Court Clerk/ Court Reporter | 8 | 18.4828 | 19.2221 | 19.9615 | 20.7008 | 21.4401 | 22.1795 |
| Probation Officer | 9 | 19.9013 | 20.6973 | 21.4932 | 22.2892 | 23.0851 | 23.8811 |
| Magistrate | 12 | 24.1562 | 25.1224 | 26.0887 | 27.0550 | 28.0213 | 28.9875 |

Add \$4,500 per year to Probation Officer for substance abuse assessments.

WHEREBY, all terms and conditions of the current Agreement remain unchanged and in effect, the parties signify agreement to the above by representative signatures appearing hereon.

95A DISTRICT COURT

BY: _____
Jason Carviou
County Administrator

DATE: _____

BY: Robert J. Jamo
Robert J. Jamo, Chief Judge

DATE: 8-27-2020

**95A DISTRICT COURT
EMPLOYEES ASSOCIATION**

BY: Michael Pfankuch
Michael Pfankuch
Association Representative

DATE: 8-27-20

MENOMINEE COUNTY BOARD OF COMMISSIONERS AGENDA ITEM

| | |
|---|--|
| SUBJECT: | Gunnerson Consulting – Request to move forward with RFP |
| DEPARTMENT: | Administration |
| ATTACHMENTS: | Yes |
| SUMMARY: | |
| <p>Gunnerson has the expertise that we need to create the proposal for vendors to respond to. Their estimated cost for the creation of the RFP is \$4,000 and to continue the administration of the vendor responses and performance cost will be \$12,000. The board is asked to continue moving forward with Gunnerson to get our communications network working correctly.</p> | |
| RECOMMENDED MOTION | |
| <p>To approve authorizing Gunnerson Consulting to move forward with the creation of a Request for Proposal (RFP) and additional work required to move the 911 Communication Network to a VHF simulcast system.</p> | |

Submitted by: Jason Carviou

09/18/2020
Date

WORKSHOP ACTION

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

COUNTY BOARD ACTION

DATE:

| | |
|--|---|
| | Approved |
| | Disapproved |
| | Approved with the following change(s): |

| GCCSS Deliverable | Payable | ESTIMATED WORK REMAINING | Total | Date |
|---------------------------------|-----------------|---|-----------------|-------------|
| Bagley Tower Collapse | \$2,300 | \$0 | \$2,300 | 6/16/2020 |
| Bagley Soils and Survey | \$3,872 | \$1,600 | \$5,472 | 7/20/2020 |
| Bagley Tower Installation Costs | \$2,400 | \$2,400 | \$4,800 | 7/20/2020 |
| Fire Volunteer Survey | \$2,136 | \$1,600 | \$3,736 | 7/20/2020 |
| Tower Collocation Research | \$3,152 | \$600 | \$3,752 | 7/20/2020 |
| Future Tower Leasing | \$0 | \$4,400 | \$4,400 | 2/20/2020 |
| Fire vs. Frequency | \$800 | \$0 | \$800 | 7/20/2020 |
| Existing Lease Review | \$1,634 | \$1,566 | \$3,200 | 5/14/2020 |
| Bagley Collocation Likelihood | \$1,302 | \$0 | \$1,302 | 7/20/2020 |
| MPSCS Analysis | \$4,302 | \$5,000 | \$9,302 | 7/20/2020 |
| 911 Call Analysis | \$1,668 | \$0 | \$1,668 | 7/20/2020 |
| VHF Simulcast | \$3,770 | \$3,000 | \$6,770 | 7/20/2020 |
| WGMV-FM Engineering and Lease | \$400 | \$1,900 | \$2,300 | 7/23/2020 |
| RFP Creation and Administration | \$0 | \$16,000 | \$16,000 | 9/4/2020 |
| TOTAL | \$27,736 | \$38,066 | \$65,802 | |



W.O. Name RFP Creation and Administration

W.O. Date 9/4/2020

| DESCRIPTION OF SERVICES | ACTUAL TIME | HOURLY RATE | ACTUAL TOTAL |
|---|-------------|-------------|--------------|
| WORK COMPLETED: No work created as of this date. | 0 | \$200.00 | \$0.00 |
| Supplementary time spent on this project that is not being billed which is including RFP boiler plate materials in preparation for an RFP approval by the County. | 4 | \$0.00 | \$0.00 |

| DESCRIPTION OF SERVICES | ESTIMATED TIME | HOURLY RATE | ESTIMATED TOTAL |
|---|----------------|-------------|-----------------|
| WORK NOT COMPLETED: Estimated time for the creation of an RFP in the County format. | 20 | \$200.00 | \$4,000.00 |
| WORK NOT COMPLETED: Estimated time for administration of the Vendor responses and the RFP performance. | 60 | \$200.00 | \$12,000.00 |

Menominee County, Michigan

Request for Proposal
Public Safety Communication Tower
Project #: 19/20-5

Payments for Services performed shall be invoiced and paid on a monthly basis, within thirty (30) days following Customer's receipt of the applicable invoice. All billing terms shall be in accordance with the Services Agreement dated May 29, 2020.

| | |
|-------------------------------|-------------|
| OTHER | |
| PAYABLE TOTAL | \$0.00 |
| ESTIMATED FUTURE WORK | \$16,000.00 |
| TOTAL PHASE OF PROJECT | \$16,000.00 |

I authorize this work to be performed _____

Jason Cervlo

DATE

MENOMINEE COUNTY BOARD OF COMMISSIONERS AGENDA ITEM

| | |
|--|---|
| SUBJECT: | Coronavirus Emergency Supplemental Funding (CESF) - Courts |
| DEPARTMENT: | Administration/District/Circuit/Family/Probate Courts |
| ATTACHMENTS: | Yes |
| SUMMARY: | |
| <p>Admin. Asst. helped the courts apply for the CESF Grant monies. We've been approved for \$28,864.34. (Reimbursement Grant funds) For the purchase of court recording equipment, lap tops, printers and PPE, should we have another outbreak and need to evacuate the courthouse. This equipment may be used at another location designated.</p> | |
| RECOMMENDED MOTION | |
| <p>To approve the Grant Contract for Coronavirus Emergency Supplemental Funding (CESF) for the Menominee County Courts in the amount of \$28,864.34.</p> | |

Submitted by: Jason Carviou

09/18/2020
Date

WORKSHOP ACTION

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

COUNTY BOARD ACTION

DATE:

| | |
|--|---|
| | Approved |
| | Disapproved |
| | Approved with the following change(s): |

CORONAVIRUS EMERGENCY SUPPLEMENTAL FUNDING (CESF)

GRANT CONTRACT

Grant Agreement

hereinafter referred to as the "Agreement"

between

Michigan State Police

hereinafter referred to as the "Department"

and

County of Menominee - Menominee County Courts

839 10th Avenue
Menominee, Michigan 49858
Federal ID: 38-6005907

hereinafter referred to as the "Contractor"
for

MSP Project Number: CESF-8-55-0297

I. Period of Agreement:

This Agreement shall commence on **3/01/2020** and continue through **09/30/2021**.

This Agreement is in full force and effect for the period specified.

II. Funding Source and Agreement Amount:

This Agreement is designated as a subrecipient relationship with the following stipulations:

- A. Including federal funds and required local match, the total amount of this Agreement is \$28,864.34.
- B. The Department, under the terms of this Agreement, will provide federal pass-through funding not to exceed \$28,864.34.
- C. The Catalog of Federal Domestic Assistance (CFDA) number is 16.034.
- D. The CFDA Title is Coronavirus Emergency Supplemental Funding (CESF).
- E. The federal agency name is U.S. Department of Justice, Office of Justice Programs, Bureau of Justice Assistance.
- F. The federal grant award number is 2020-VD-BX-0434.
- G. The federal program title is FY 20 Coronavirus Emergency Supplemental Funding Program.

III. Grant Summary:

Menominee County has focused its efforts on preventing the spread of COVID-19 by promoting the recommendations of the Centers for Disease Control. These efforts include promoting social distancing and good hygiene, implementing health screenings, installing protective barriers, enhancing cleaning and sanitation efforts, and embracing new technology enabling remote work and virtual meetings.

IV. Program Budget:

The agreed upon Program Budget for this Agreement is referenced herein as Attachment 1, which is part of this Agreement through reference. Any change to the Program Budget, by either the Contractor or Department, requires a formal Amendment submitted to the Department.

Budget deviation allowances are not permitted.

V. Amendments:

Any change proposed by the Contractor which would affect the Department funding of any project, in whole or in part, must be submitted in writing to the Department for approval immediately upon determining the need for such change. Changes made to this Agreement are only valid if accepted by both the Contractor and the Department.

VI. Contractor Responsibilities:

The Contractor, in accordance with the general purposes and objectives of this Agreement, will:

A. Publication Rights:

1. The Contractor shall give recognition to the Department in any and all publications, papers and presentations arising from the program (including from subcontractors) herein by placing the following disclaimer on any and all publications, papers and presentations:

This project is supported by Michigan's FY 20 Coronavirus Emergency Supplemental Funding Program # 2020-VD-BX-0434, awarded by the Bureau of Justice Assistance, Office of Justice Programs, U.S. Department of Justice (DOJ), and administered by the Michigan State Police (MSP). Points of view or opinions contained within this document do not necessarily represent the official position or policies of the DOJ or the MSP.

2. The Department shall, in return, give recognition to the Contractor when applicable.
3. Where activities supported by this Agreement produce books, films, or other such copyrightable materials issued by the Contractor, the Contractor may copyright such but shall acknowledge that the Department reserves a royalty-free, non-exclusive, and irrevocable license to reproduce, publish, and use such materials and to authorize others to reproduce and use such materials. This cannot include service recipient information or personal identification data.
4. Any copyrighted materials or modifications bearing acknowledgment of the Department's name must be approved by the Department prior to reproduction and use of such materials.

B. Reporting Responsibilities:

Failure to comply with any reporting responsibilities identified in this Agreement may result in withholding grant payment(s) or the cancellation of grant award. The Contractor's lack of compliance will also be taken into account when considering future grant applications to, and awards from, the Department.

C. Uniform Crime Report (UCR):

The Contractor, and all of its subcontractors, must comply with 1968 PA 319, as amended. This law requires county sheriff's departments, as well as city, village, and township police departments to submit monthly UCR data to the Department.

D. Financial Reporting Requirements:

Financial reporting requirements shall be followed as defined within this section.

1. Reimbursement Method/Mechanism:

- a. All Contractors must register as a vendor to receive State of Michigan payments as Electronic Funds Transfers (EFT)/Direct Deposits. Vendor registration information is available on the State of Michigan SIGMA Vendor Self Service (VSS) website located at <https://sigma.michigan.gov/webapp/PRDVSS2X1/AltSelfService>.
- b. This Agreement is reimbursement only. The Contractor must document that expenditures have been paid by local sources before requesting reimbursement from the Department.

- c. Reimbursement from the Department is based upon the understanding that Department funds will be paid up to the total Department allocation as agreed upon in the approved Budget. Department funds are the first source after the application of fees and earmarked sources unless a specific local match condition exists.
 - d. Should the Contractor discover an error in a previous reimbursement request, the Contractor shall immediately notify the Department and refund to the Department any funds not authorized for use under this Agreement and any payments or funds advanced to the Contractor in excess of allowable reimbursable expenses.
2. **Financial Status Report (FSR) Submission:**

Once the Agreement has been signed and accepted, regardless of when this occurs, the Contractor is responsible for preparing and submitting an FSR for each quarter of the Agreement period. The various FSRs are outlined below:

 - a. **FSR:**

FSRs must be prepared and submitted to the Department no later than 20 days after the close of each reporting period. An example is found in Attachment 2, which is part of this agreement through reference. Each reporting period's reimbursement request may only contain expenses from that reporting period. Reimbursement requests that include more than one reporting period's expenditures may not be granted and will be returned to the Contractor for explanation and/or correction and re-submission.
 - b. **Obligation Report:**

An Obligation Report, based on annual guidelines, is a one-time FSR and must be submitted by the specified due date. In this report, the Contractor will provide to the Department an estimate of total expenditures for the date-specific Agreement period. The information from this report will be used to record the Department's year-end accounts payables and receivables for this Agreement.
 - c. **Final FSR:**

A Final FSR is due 20 days following the end of the fiscal year or Agreement period specified. Final FSRs not received from the Contractor by the due date may result in the loss of funding requested on the Obligation Report and/or a potential reduction in the subsequent year's award, if/when applicable.
3. **Unobligated Funds:**

Any unobligated balance of funds held by the Contractor at the end of the Agreement period will be returned to the Department or treated in accordance with instructions provided by the Department.
4. **Program Income:**

The DOJ regulations allow Contractors to keep funds (program income) derived from grant activities, so long as these funds are used for the same purposes as the grant project. In the absence of such regulations, these funds would be required to be returned to the DOJ.

Program income means the gross income earned by the Contractor during the Agreement period as a direct result of the grant project.

All income generated as a direct result of a Department-funded project shall be deemed program income.

Program income may be used to further program objectives under this Agreement or may be refunded to the Department. Program income must be used for the purposes of, and under the conditions applicable to, the award specified in this Agreement. Program income may only be used for allowable program costs.

Asset forfeiture and treatment/lab fees are the most prominent program income derived from grant activity. The DOJ regulations require that program income be held in the custody of a governmental entity, with reporting on those funds to the State Administrative Agency (the Department).

When applicable, Program Income Reports (GCSD-208B) are to be filed quarterly with Contractor's FSR.

Any program not earning program income must fill out and submit to the Department a Program Income Waiver Report (GCSD-208A) within 30 days of the acceptance of this Agreement.

5. **Audits:**

This section applies to Contractors designated as subrecipients. Contractors designated as vendors are exempt from the provisions of this section.

a. **Single Audit:**

Contractors that expend \$750,000 or more in federal funds in a fiscal year after December 26, 2014, must submit a Single Audit prepared consistent with the Single Audit Act Amendments of 1996, and Office of Management and Budget (OMB) Circular A-133, "Audits of States, Local Governments, and Non-Profit Organizations," as revised or 2 C.F.R. 200.501. Contractors must also submit a Corrective Action Plan for any audit findings that impact Department-funded programs and a management letter (if issued) with a response.

b. **Financial Statement Audit:**

Contractors exempt from the Single Audit requirements that receive \$500,000 or more in total funding from the Department in state and federal grant funding must submit to the Department a Financial Statement Audit prepared in accordance with generally accepted auditing standards (GAAS). Contractors exempt from the Single Audit requirements that receive less than \$500,000 of total Department grant funding must submit to the Department a Financial Statement Audit prepared in accordance with GAAS if the audit includes disclosures that may negatively impact Department-funded programs including, but not limited to fraud, financial statement misstatements, and violations of contract and grant provisions.

c. **Due Date and Submission Information:**

The required audit and any other required submissions (e.g., Corrective Action Plan and management letter with a response), must be submitted to the Department within nine months after the end of the Contractor's fiscal year to:

Michigan Department of State Police
Grants and Community Services Division
Attn: Grants Coordination Unit
P.O. Box 30634
Lansing, Michigan 48909-0634

d. **Penalty:**

i. **Delinquent Single Audit or Financial Statement Audit:**

If the Contractor does not submit the required Single Audit reporting package, management letter (if issued) with a response, and Corrective Action Plan; or the Financial Statement Audit and management letter (if issued) with a response within nine months after the end of the Contractor's fiscal year and an extension has not been approved by the cognizant or oversight agency for audit, the Department may withhold from the current funding an amount equal to five percent of the audit year's grant funding (not to exceed \$200,000) until the required filing is received by the Department. The Department may retain the amount withheld if the Contractor is more than 120 days delinquent in meeting the filing requirements and an extension has not been approved by the cognizant or oversight agency for audit. The Department may terminate the current grant if the Contractor is more than 180 days delinquent in meeting the filing requirements and an extension has not been approved by the cognizant or oversight agency for audit.

ii. **Delinquent Audit Status Notification Letter:**

Failure to submit the Audit Status Notification Letter, when required, may result in withholding from the current funding an amount equal to one percent of the audit year's grant funding until the Audit Status Notification Letter is received.

e. **Other Audits:**

The Department or federal agencies may also conduct or arrange for "agreed upon procedures" or additional audits to meet their needs.

E. **Equipment Purchases and Title:**

Any Contractor equipment purchases supported in whole or in part through this Agreement must be listed in an Equipment Inventory Schedule (attachment 5). Equipment means tangible, non-expendable, personal property having useful life of more than one year and an acquisition cost of \$5,000 or more per unit. Title to items having a unit acquisition cost of less than \$5,000 shall vest with the Contractor upon acquisition. The Department reserves the right to retain or transfer the title to all items of equipment having a unit acquisition cost of \$5,000 or more, to the extent that the Department's proportionate interest in such equipment supports such retention or transfer of title.

All purchases supported in whole or in part through this Agreement must use procurement procedures that conform to the Contractor's local requirements.

F. **Record Maintenance/Retention:**

Maintain adequate program and fiscal records and files, including source documentation to support program activities and all expenditures made under the terms of this Agreement, as required. Assure that all terms of this Agreement will be appropriately adhered to and that records and detailed documentation for the project or program identified in this Agreement will be maintained (may be off site) for a period of not less than four years from the date of grant closure, the date of submission of the Final FSR, or until litigation and audit findings have been resolved. All retention record guidelines set by the local jurisdiction (Contractor) must be adhered to if they require additional years beyond retention guidelines stated herein.

G. **Authorized Access:**

Permit upon reasonable notification and at reasonable times, access by authorized representatives of the Department, Program Evaluators (contracted by the Department), Federal Grantor Agency, Comptroller General of the United States and State Auditor General, or any of their duly authorized representatives, to records, files, and documentation related to this Agreement, to the extent authorized by applicable state or federal law, rule, or regulation.

The Department may conduct on-site monitoring visit(s) and/or grant audit(s) any time during the grant period. All grant records and personnel must be made available during any visit, including subcontractors, if requested.

The Department may request that a funded program be evaluated by an outside evaluation team contracted by the Department. Contractors shall work cooperatively with the evaluation team in such a manner that the program be able to be fully reviewed and assessed.

H. **Subcontractor/Vendor Monitoring:**

The Contractor must ensure that each of its subcontractors comply with the Single Audit Act of 1984, as amended, 31 U.S.C. 7501 *et seq.* requirements and must issue management decisions on audit findings of their subcontractors as required by OMB Circular A-133. The Contractor is responsible for reviewing all single audit adverse findings and ensuring that corrective actions are implemented. The Contractor will ensure subcontractors forward all single audits covering grant funds administered through the Department to the Contractor.

The Contractor must ensure that subcontractors are expending grant funds appropriately as approved and as specified through this Agreement and must conduct monitoring activities to ensure compliance with all associated laws, regulations, and provisions as well as ensure that performance goals are

achieved. The Contractor must ensure compliance for for-profit subcontractors as required by OMB Circular A-133, Section 210(e). The Contractor must ensure that transactions with vendors comply with laws, regulations, and provisions of contracts or grant agreements in compliance with OMB Circular A-133, Section 210(f).

1. Subcontracts:

Assure for any subcontracted service, activity, or product:

- a. That the Contractor will submit copies of all executed subcontracts within 60 days of the execution of this Agreement. Subcontracts should cover all personnel contained in the "contractual" line item within the grant budget. Each listed agency shall have its own subcontract signed by the Contractor and an employee of the subcontracted agency that is authorized to enter into legally binding contracts for the entity receiving funds. The failure to submit these documents to the Department within 60 days may result in withholding future payment or other penalties, as determined by the Department.
- b. That a written subcontract is executed by all affected parties prior to the initiation of any new subcontract activity. Exceptions to this policy may be granted by the Department upon written request within 30 days of execution of this Agreement.
- c. That any executed subcontract to this Agreement shall require the subcontractor to comply with all applicable terms and conditions of this Agreement, including all Certifications and Assurances referenced in this Agreement.
- d. That, in the event of a conflict between this Agreement and the provisions of the subcontract, the provisions of this Agreement shall prevail. A conflict between this Agreement and a subcontract, however, shall not be deemed to exist where the subcontract:
 - i. Contains additional non-conflicting provisions not set forth in this Agreement;
 - ii. Restates provisions of this Agreement to afford the Contractor the same or substantially the same rights and privileges as the Department; or,
 - iii. Requires the subcontractor to perform duties and/or services in less time than that afforded the Contractor in this Agreement.
- e. That the subcontract does not affect the Contractor's accountability to the Department for the subcontracted activity.
- f. That any billing or request for reimbursement for subcontract costs is supported by a valid subcontract and adequate source documentation on costs and services. All subcontractors must submit requests for reimbursement to the Contractor in a timely manner such that the Contractor can include these requests on the proper reporting period FSR. **Subcontractors must be paid within 30 days of receipt of invoice by the subcontractor.**

I. Notification of Modifications:

The Contractor must provide timely notification to the Department, in writing, of any action by its governing board or any other funding source that would require or result in significant modification in the provision of services, funding, or compliance with operational procedures.

J. Software Compliance:

The Contractor must ensure software compliance and compatibility with the Department's data systems for services provided under this Agreement including, but not limited to: stored data, databases and interfaces for the production of work products, and reports. All required data under this Agreement shall be provided in an accurate and timely manner without interruption, failure, or errors due to the inaccuracy of the Contractor's business operations for processing date/time data.

K. Notification of Criminal or Administrative Investigations/Charges:

If any employee of the Contractor associated with this grant project becomes aware of a criminal or

administrative investigation or charge that directly or indirectly involves grant funds referenced in this Agreement, the Contractor shall immediately notify the Department's contract manager in writing that such an investigation is ongoing or that a charge has been issued.

VII. Department Responsibilities:

The Department, in accordance with the general purposes, objectives, and terms and conditions of this Agreement, will provide reimbursement based upon appropriate reports, records, and documentation maintained by the Contractor.

VIII. Department Contract Manager/Administrator of the Agreement:

The individual acting on behalf of the Department in administering this Agreement as the Contract Manager is:

Ms. Nancy Becker Bennett, Division Director
Michigan State Police
Grants and Community Services Division
P.O. Box 30634
Lansing, MI 48909-0634

Telephone: (517) 898-9496
Email: beckern@michigan.gov

IX. Agreement Suspension/Termination:

The Department and/or the Contractor may suspend and/or terminate this Agreement without further liability or penalty to the Department for any of the following reasons:

- A. This Agreement may be suspended by the Department if any of the terms of this Agreement are not adhered to. Suspension requires immediate action by the Contractor to comply with the terms of this Agreement; otherwise, termination by the Department may occur.
- B. Failure of the Contractor to make satisfactory progress toward the project completion.
- C. Proposing or implementing substantial plan changes to the extent that, if originally submitted, the application would not have been selected for funding.
- D. Filing false certification in this Agreement or other report or document.
- E. This Agreement may be terminated by either party by giving 15 days written notice to the other party. Such written notice will provide valid, legal reasons for termination along with the effective date.
- F. This Agreement may be terminated immediately if the Contractor, an official of the Contractor, or an owner is convicted of any activity referenced in Section VI, M, of this Agreement during the term of this Agreement or any extension thereof.

X. Final Reporting Upon Termination:

Should this Agreement be terminated by either party, within 30 days after the termination, the Contractor shall provide the Department with all financial, performance, and other reports required as a condition of this Agreement. The Department will make payments to the Contractor for allowable reimbursable costs not covered by previous payments or other state or federal programs. The Contractor shall immediately refund to the Department any funds not authorized for use and any payments or funds advanced to the Contractor in excess of allowable reimbursable expenditures.

XI. Severability:

If any provision of this Agreement or any provision of any document attached to or incorporated by reference is waived or held to be invalid, such waiver or invalidity shall not affect other provisions of this Agreement.

XII. Liability:

- A. To the extent allowed by law, all liability to third parties, loss, or damage as a result of claims, demands, costs, or judgments arising out of activities, such as direct service delivery, to be carried out by the Contractor in the performance of this Agreement shall be the responsibility of the Contractor, and not the responsibility of the Department, if the liability, loss, or damage is caused by, or arises out of, the actions or failure to act on the part of the Contractor, any subcontractor, or anyone directly or indirectly employed by the Contractor, provided that nothing herein shall be construed as a waiver of any governmental immunity that has been provided to the Contractor or its employees by statute or court decisions.
- B. All liability to third parties, loss or damage as a result of claims, demands, costs, or judgments arising out of activities, such as the provision of policy and procedural direction, to be carried out by the Department in the performance of this Agreement shall be the responsibility of the Department, and not the responsibility of the Contractor, if the liability, loss, or damage is caused by, or arises out of, the action or failure to act on the part of any Department employee or agent, provided that nothing herein shall be construed as a waiver of any governmental immunity by the state of Michigan, its agencies (the Department), or employees as provided by statute or court decisions.
- C. In the event that liability to third parties, loss, or damage arises as a result of activities conducted jointly by the Contractor and the Department in fulfillment of their responsibilities under this Agreement, such liability, loss, or damage shall be borne by the Contractor and the Department in relation to each party's responsibilities under these joint activities, provided that nothing herein shall be construed as a waiver of any governmental immunity by the Contractor, the state of Michigan, its agencies (the Department), or their employees, respectively, as provided by statute or court decisions.

XIII. Special Conditions:

- A. This Agreement is valid upon approval and execution by the Department.
- B. This Agreement is conditionally approved subject to and contingent upon the availability of funds.
- C. The Department will not assume any responsibility or liability for costs incurred by the Contractor prior to the full execution of this Agreement.
- D. All special conditions placed on the Department by the Department of Justice federal grant award document for grant 2020-VD-BX-0434 are agreed to by the Contractor. A copy of award 2020-VD-BX-0434 is included as an attachment for reference.
- E. The Contractor agrees to cooperate with any assessments, national evaluation efforts, or information or data collection requests, including, but not limited to, the provision of any information required for the assessment or evaluation of any activities within this project.

XIV. Certifications and Assurances:

These Certifications and Assurances are applicable to the Contractor and all subcontractors of the Contractor. It is the Contractor's responsibility to ensure that subcontractors are adhering to the Certifications and Assurances. Failure to do so may result in termination of grant funding or other remedies.

A. Certifications:

Contractors should refer to the regulations cited below to determine the certification to which they are required to attest. Acceptance of this Agreement provides for compliance with certification requirements under 28 C.F.R. Part 69, "New Restrictions on Lobbying," 28 C.F.R. Part 67, "Government-wide Debarment and Suspension (Non-procurement)," and 28 C.F.R. Part 83, "Government-wide Requirements for Drug-Free Workplace (Grants)."

B. Lobbying:

As required by Section 1352, Title 31 of the U.S. Code, and implemented at 28 C.F.R. Part 69, for persons entering into a grant or cooperative agreement over \$100,000, as defined at 28 C.F.R. Part 69, the Contractor certifies that:

1. No federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a member of Congress, an officer or employee of Congress, or an employee of a member of Congress in connection with the making of any federal grant, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any federal grant or cooperative agreement;
2. If any funds other than federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a member of Congress, an officer or employee of Congress, or an employee of a member of Congress in connection with this federal grant or cooperative agreement, the Contractor shall complete and submit Standard Form - LLL, "Disclosure of Lobbying Activities," in accordance with its instructions; and,
3. The Contractor shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subgrants, contracts under grants and cooperative agreements, and subcontracts) and that all sub-recipients shall certify and disclose accordingly.

C. Debarment, Suspension, and Other Responsibility Matters (Direct Recipient):

Pursuant to Executive Order 12549 (Debarment and Suspension), and implemented at 2 C.F.R. Part 2867, for prospective participants in primary covered transactions, as defined at 28 C.F.R. Part 2867, Section 2867.20(a):

1. The Contractor certifies that it and its principals:
 - a. Are not presently debarred, suspended, proposed for debarment, declared ineligible, sentenced to a denial of federal benefits by a state or federal court, or voluntarily excluded from covered transactions by any federal department or agency;
 - b. Have not within a three-year period preceding this application been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (federal, state, or local) transaction or contract under a public transaction; violation of federal or state antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;
 - c. Have not within a two-year period preceding this application been convicted of a felony criminal violation under any federal law, unless such felony criminal conviction has been disclosed in writing to the Office of Justice Programs (OJP) at ojpcompliancereporting@usdoj.gov, and, after such disclosure, the applicant has received a specific written determination from OJP that neither suspension nor debarment of the applicant is necessary to protect the interests of the Department and U.S. Government in this case.
 - d. Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (federal, state, or local) with commission of any of the offenses enumerated in paragraph (1)(b) of this certification; and,
 - e. Have not within a three-year period preceding this application had one or more public transactions (federal, state, or local) terminated for cause or default.

D. Federal Taxes:

If the applicant is a corporation, the applicant certifies that either (1) the corporation has no unpaid federal tax liability that has been assessed, for which all judicial and administrative remedies have been exhausted or have lapsed, that is not being paid in a timely manner pursuant to an agreement with the authority responsible for collecting the tax liability, or (2) the corporation has provided written notice of such an unpaid tax liability (or liabilities) to OJP at ojpcompliancereporting@usdoj.gov, and after such disclosure, the applicant has received a specific written determination from OJP that neither suspension nor debarment of the applicant is necessary to protect the interests of the Department and U.S. Government in this case.

E. Drug-Free Workplace:

1. As required by the Drug-Free Workplace Act of 1988, and implemented at 28 C.F.R. Part 83, Subpart F, as defined at 28 C.F.R. Sections 83.620 and 83.650 the Contractor certifies that it will provide a drug-free workplace by:

- a. Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the Contractor's workplace and specifying the actions that will be taken against employees for violation of such prohibition.
- b. Establishing an ongoing drug-free awareness program to inform employees about:
 - i. The dangers of drug abuse in the workplace;
 - ii. The Contractor's policy of maintaining a drug-free workplace;
 - iii. Any available drug counseling, rehabilitation, and employee assistance programs; and,
 - iv. The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace.
- c. Making it a requirement that each employee who will be engaged in the performance of the grant be given a copy of the statement required by paragraph (a) of this section.
- d. Notifying the employee in the statement required by paragraph (a) of this section that, as a condition of employment under the grant, the employee will:
 - i. Abide by the terms of the statement; and,
 - ii. Notify the employer in writing of his or her conviction for a violation of a criminal drug statute occurring in the workplace no later than five calendar days after such conviction.
- e. Notifying the agency, in writing, within ten calendar days after receiving notice under subparagraph (d) (ii) of this section from an employee or otherwise receiving actual notice of such conviction. Employers of convicted employees must provide notice, including position title, to:

Department of Justice
Office of Justice Programs
Attn: Control Desk
810 7th Street, N.W.
Washington, D.C. 20531

Notice shall include the identification number(s) of each affected grant.

- f. Taking one of the following actions, within 30 calendar days of receiving notice under subparagraph (d)(ii) of this section, with respect to any employee who is so convicted:
 - i. Taking appropriate personnel action against such an employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973, as amended; or,

- ii. Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a federal, state, or local health, law enforcement, or other appropriate agency.
- g. Making a good faith effort to continue to maintain a drug-free workplace through implementation of subparagraphs (a), (b), (c), (d), (e), and (f) above.

F. Standard Assurances:

The Contractor hereby assures and certifies compliance with all applicable federal statutes, regulations, policies, guidelines, and requirements, including OMB Circulars A-21, A-87, A-102, A-110, A-122, A-133; Executive Order 12372 (Intergovernmental Review of Federal Programs); and, 28 C.F.R. Parts 66 or 70 (administrative requirements for grants and cooperative agreements). The Contractor also specifically assures and certifies that:

1. It has the legal authority to apply for federal assistance and the institutional, managerial, and financial capability (including funds sufficient to pay any required non-federal share of project cost) to ensure proper planning, management, and completion of the project described in this application.
2. It will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.
3. It will give the awarding agency or the Government Accountability Office, through any authorized representative, access to and the right to examine all paper or electronic records related to the financial assistance. It will comply with all lawful requirements imposed by the awarding agency, specifically including any applicable regulations, such as 28 C.F.R. Parts 18, 22, 23, 30, 35, 38, 42, 61 and 63, and the award term in 2 C.F.R. § 175.15(b).
4. It will assist the awarding agency, if necessary, in assuring compliance with section 106 of the National Historic Preservation Act of 1966, 16 U.S.C. § 470, Executive Order 11593 (Protection and Enhancement of the Cultural Environment), the Archeological and Historical Preservation Act of 1974, 16 U.S.C. § 469 a-1 *et seq.*, and the National Environmental Policy Act of 1969, 42 U.S.C. § 4321.
5. It will comply with Executive Order 13279 (Equal Protection of the Laws for Faith-Based and Community Organizations), Executive Order 13559 (Fundamental Principles and Policymaking Criteria for Partnerships With Faith-based and Other Neighborhood Organizations), and the DOJ regulations on the Equal Treatment for Faith-Based Organizations, 28 C.F.R. Part 38, which prohibits recipients from using DOJ financial assistance on inherently or explicitly religious activities and from discriminating in the delivery of services on the basis of religion. Programs and activities must be carefully structured to ensure that DOJ financial assistance is not being used for literature, classes, meetings, counseling sessions, or other activities that support twelve-step programs, which are considered to be religious in nature. The twelve-step programs must take place at a separate time or location from the activities supported with DOJ financial assistance and the participation of beneficiaries in twelve-step programs is strictly voluntary. It must make clear to any and all vendors and program participants that twelve-step programming is separate and distinct from DOJ-funded activities. It must also ensure that participants are not compelled to participate in twelve-step programs and cannot penalize a participant who chooses not to participate in a twelve-step program. It must ensure that employees fully funded by the DOJ are not involved with twelve-step programs whereby they are instructing or indoctrinating clients on the twelve steps. Employees of the Contractor or subcontractor shall clearly document the number of hours spent on secular activities associated with the DOJ-funded program and ensure that time spent on twelve-step programs is completely separate from time spent on permissible secular activities. In addition, at least one secular program must be provided as an alternative to twelve-step programming.

6. It will provide meaningful access to grant-funded programs and activities to Limited English Proficient (LEP) persons in accordance with Title VI of the Civil Rights Act of 1964 and the Omnibus Crime Control and Safe Streets Act of 1968, 42 U.S.C § 3789d. For a detailed discussion of the requirement to provide meaningful access to LEP persons, refer to the guidance issued by the DOJ on this matter entitled, "Guidance to Federal Financial Assistance Recipients Regarding Title VI Prohibition Against National Origin Discrimination Affecting Limited English Proficient Persons," 67 FR 4155-01 (June 18, 2002).

It will comply and require any and all subcontractors to comply with any applicable statutorily-imposed nondiscrimination requirements, including the Omnibus Crime Control and Safe Streets Act of 1968, 42 U.S.C. § 3789d; the Victims of Crime Act of 1984, 42 U.S.C. § 10604(e); the Juvenile Justice and Delinquency Prevention Act of 2002, 42 U.S.C. § 5672(b); the Civil Rights Act of 1964 (42 U.S.C. § 2000d *et seq.*); the DOJ implementing regulations at 28 C.F.R. Part 42, Subpart C; the DOJ implementing regulations at 28 C.F.R. Part 42, Subpart D; Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. § 794); the DOJ implementing regulations at 28 C.F.R. Part 42, Subpart G; Title II of the Americans with Disabilities Act of 1990 (42 U.S.C. § 12132); the DOJ implementing regulations at 28 C.F.R. Part 35; the Rehabilitation Act of 1973, 29 U.S.C. § 794; the Americans with Disabilities Act of 1990, 42 U.S.C. § 12131-34; Title IX of the Education Amendments of 1972, 20 U.S.C. §§1681, 1683, 1685-86; and, the Age Discrimination Act of 1975, 42 U.S.C. §§ 6101-07; The DOJ regulations on the Equal Treatment for Faith-Based Organizations, 28 C.F.R. Part 38; The Michigan Elliott-Larsen Civil Rights Act, MCL 37.2101 *et seq.*; and the Michigan Persons With Disabilities Civil Rights Act, MCL 37.1101 *et seq.*

a. **Notification:**

It may not discriminate in employment on the basis of race, color, national origin, religion, sex, and disability and may not discriminate in the delivery of services or benefits on the basis of race, color, national origin, religion, sex, disability, and age. These laws also prohibit retaliation against an individual for taking action or participating in action to secure rights protected by these laws. It shall notify all clients, customers, program participants, or consumers of the types of prohibited discrimination, as well as the complaint procedures, in writing. Notification may include placing posters in an area that may be easily viewed by all and/or providing a paper copy to each of the listed types of individuals. It shall forward all discrimination complaints to the Department as described in the complaint procedures in Attachment 7. Subcontractors, clients, customers, program participants, or consumers may also report complaints to the Office of Justice Programs (OJP)/Office for Civil Rights (OCR) or the Michigan Department of Civil Rights (MDCR) directly, as outlined in Attachment 7, but the Contractor shall notify the Department of the complaint as soon as the complaint is known. In the event that a Federal or State court, or Federal or State Administrative Agency, makes a finding of discrimination after a due process hearing on the grounds of race, color, religion, national origin, sex, or disability against the Contractor or subcontractor, the Contractor shall forward a copy of the finding to the OJP/OCR and the Department.

b. **Training:**

Any and all DOJ-funded employees of the Contractor and subcontractors shall receive periodic training at least once every contract year regarding the responsibility of the entities to comply with applicable federal civil rights laws as a recipient of federal funds. The Department shall provide the Contractor with access to training developed by the OJP/OCR, which may be found at <https://www.ojp.gov/about/ocr/ocr-training-videos/video-ocr-training.htm>. The DOJ-funded employees of the Contractor shall complete the required training within 90 days of the start date of this Agreement and certify that the required training has been completed by signing the OCR Compliance Training Form. New employees shall complete the required training and provide a signed OCR Compliance Training Form to the Department within 90 days of the date of hire.

c. **Monitoring:**

The Department shall ensure that the Contractor is complying with all applicable civil rights laws and procedures by completing the Federal Civil Rights Compliance Checklist, see Attachment 8, with the Contractor during site monitoring visits and desk audits.

7. It shall determine if an Equal Employment Opportunity Plan (EEO) is required, pursuant to 28 C.F.R. 42.301 *et seq.* If the Contractor is not required to formulate an EEO, a certification form shall be sent to the OJP/OCR and the Office of Personnel Management (OPM) indicating that an EEO is not required. If the Contractor is required to develop an EEO, but is not required to submit the EEO to the OCR, a certification form shall be sent to the OCR and the Department certifying that an EEO is on file which meets the applicable requirements. If the Contractor is awarded a grant of \$500,000 or more, and has 50 or more employees, a copy of the EEO shall be submitted to the OJP/OCR and OPM. Non-profit organizations, Indian Tribes, and medical and educational institutions are exempt from the EEO requirement, but are required to submit a certification form to the OCR to claim the exemption (a copy of the form shall be submitted to the OPM). Additional information about the EEO requirements may be found at <https://www.ojp.gov/about/ocr/eeop.htm>.
8. If the Contractor is a governmental entity:
 - a. It will comply with the requirements of the Uniform Relocation Assistance and Real Property Acquisitions Policies Act of 1970, 42 U.S.C. § 4601 *et seq.*, which governs the treatment of persons displaced as a result of federal and federally-assisted programs; and,
 - b. It will comply with requirements of 5 U.S.C. §§ 1501-08 and §§ 7324-26, which limit certain political activities of state or local government employees whose principal employment is in connection with an activity financed in whole or in part by federal assistance.

G. Non-Supplanting:

It is imperative that the Contractor understand that the nonsupplanting requirement mandates that grant funds may be used only to supplement (increase) a Contractor's budget, and may not supplant (replace) state, local, or tribal funds that a Contractor, inclusive of any subcontractors, otherwise would have spent on positions and/or any other items approved in the Grant Budget if it had not received a grant award.

This means that if your agency plans to:

1. Hire new positions (including filling existing vacancies that are no longer funded in your agency's budget), it must hire these additional positions on or after the official grant award start date, above its current budgeted (funded) level of positions.
2. Rehire personnel who have already been laid off (at the time of application) as a result of state, local, or tribal budget cuts, it must rehire the personnel on or after the official grant award start date, and maintain documentation showing the date(s) that the positions were laid off and rehired.
3. Maintain personnel who are (at the time of application) currently scheduled to be laid off on a future date as a result of state, local, or tribal budget cuts, it must continue to fund the personnel with its own funds from the grant award start date until the date of the scheduled lay-off and maintain documentation showing the date(s) and reason(s) for the lay-off. For example, if the grant award start date is July 1 and the lay-off is scheduled for October 1, then the grant funds may not be used to fund the officers until October 1, the date of the scheduled layoff.

Please note that as long as your agency can document the date that the lay-off(s) would occur if the grant funds were not available, it may transfer the personnel to the grant funding on or immediately after the date of the lay-off without formally completing the administrative steps associated with a lay-off for each individual personnel.

4. Documentation that may be used to prove that scheduled lay-offs are occurring for local economic reasons that are unrelated to the availability of grant funds may include (but are not limited to) council or departmental meeting minutes, memoranda, notices, or orders discussing the lay-offs; notices provided to the individual personnel regarding the date(s) of the layoffs; and/or budget documents

ordering departmental and/or jurisdiction-wide budget cuts. These records must be maintained with your agency's grant records.

H. Hatch Political Activity Act and Intergovernmental Personnel Act:

The Contractor will comply with the Hatch Act of 1939, 5 U.S.C. 1501-08, and the Intergovernmental Personnel Act of 1970, as amended by Title VI of the Civil Service Reform Act of 1978, 42 U.S.C. 4728. Federal funds cannot be used for partisan political purposes of any kind by any person or organization involved in the administration of federally-assisted programs.

I. Health Insurance Portability and Accountability Act of 1996:

To the extent that the Health Insurance Portability and Accountability Act (HIPAA) of 1996 is pertinent to the services that the Contractor provides to the Department under this Agreement, the Contractor assures that it is in compliance with the HIPAA requirements including the following:

1. The Contractor must not share any protected health data and information provided by the Department that falls within the HIPAA requirements except to a subcontractor, as appropriate under this Agreement.
2. The Contractor must require the subcontractor not to share any protected health data and information from the Department that falls under the HIPAA requirements in the terms and conditions of the subcontract.
3. The Contractor must only use the protected health data and information for the purposes of this Agreement.
4. The Contractor must have written policies and procedures addressing the use of protected health data and information that falls under the HIPAA requirements. The policies and procedures must meet all applicable federal and state requirements including the HIPAA regulations. These policies and procedures must include restricting access to the protected health data and information by the Contractor's employees.
5. The Contractor must have a policy and procedure to report to the Department unauthorized use or disclosure of protected health data and information that falls under the HIPAA requirements of which the Contractor becomes aware.
6. Failure to comply with any of these contractual requirements may result in the termination of this Agreement in accordance with Section XI, Agreement Suspension/Termination, above.
7. In accordance with the HIPAA requirements, the Contractor is liable for any claim, loss, or damage relating to unauthorized use or disclosure of protected health data and information received by the Contractor from the Department or any other source.

XV. Unallowable Expenses and Activities:

- Costs in applying for this grant (e.g., consultants, grant writers).
- Any expenses incurred prior to the date of this Agreement.
- Any administrative costs not directly related to the administration of this Agreement.
- Indirect cost rates or indirect administrative expenses (only direct costs permitted).
- Personnel, including law enforcement officers, not connected to the project to which this Agreement refers.
- Hazard pay.
- Lobbying or advocacy for particular legislative or administrative reform.
- Fundraising and any salaries or expenses associated with it.
- Legal fees.

- All travel including first class or out-of-state travel, unless prior approval by the Department is received.
- Promotional items, unless prior approval by the Department is received.
- One-time events, prizes, or entertainment (e.g., tours, excursions, amusement parks, sporting events), unless prior approval by the Department is received.
- Honorariums.
- Contributions and donations.
- Management or administrative training or conferences, unless prior approval by the Department is received.
- Management studies or research and development (costs related to evaluation are permitted).
- Fines and penalties.
- Losses from uncollectible bad debts.
- Purchases of land.
- Memberships and agency dues, unless a specific requirement of the project, unless prior approval by the Department is received.
- Compensation to federal employees.
- Military-type equipment such as armored vehicles, explosive devices, and other items typically associated with the military arsenal.
- Purchasing of vehicles, vessels, or aircraft, including unmanned aerial systems, commonly referred to as UAS or drones.
- New construction.
- Service contracts and training beyond the expiration of this Agreement.
- Informant fees, rewards, or buy money.
- Expert witness fees.
- Canines and horses, including any food and/or supplies relating to the upkeep of such animals.
- Livescan devices for applicant prints including any related supplies.
- Weapons, including tasers and any supplies for weapons.
- Food, refreshments, and snacks.

Note: No funding can be used to purchase food and/or beverages for any meeting, conference, training, or other event. Exceptions to this restriction may be made only in cases where such sustenance is not otherwise available (e.g., extremely remote areas), or where a special presentation at a conference requires a plenary address where there is no other time for sustenance to be attained. Such an exception would require prior approval from the Department and the DOJ. This restriction does not apply to water provided at no cost, but does apply to any and all other refreshments, regardless of the size or nature of the meeting. Additionally, this restriction does not impact direct payment of per diem amounts to individuals in a travel status under your organization's travel policy.

XVI. Conditions on Expenses:

Costs must be reasonable and necessary. If required by the local jurisdiction, costs must be sustained by competitive bids. All contracts and subcontracts require prior approval by the Department. If detailed information is not included as part of the application process, the Contractor must submit a request seeking approval once the subcontractors are identified.

Individual consultant fees are limited to \$650 (excluding travel, lodging, and meal costs) per day, which includes legal, medical, psychological, and accountant consultants. If the rate will exceed \$650 for an eight-hour day, prior written approval is required from the Department. Compensation for individual consultant services is to be responsible and consistent with that paid for similar services in the marketplace.

XVII. Conflict of Interest:

The Contractor and the Department are subject to the provisions of 1968 PA 317, as amended, MCL 15.321 *et seq.*, and 1973 PA 196, as amended, MCL 15.341 *et seq.*

XVIII. State of Michigan Agreement:

This is a state of Michigan agreement and is governed by the laws of Michigan. Any dispute arising as a result of this Agreement shall be resolved in the state of Michigan.

XIX. Compliance with Applicable Laws:

The Contractor will comply with applicable federal and state laws, guidelines, rules, and regulations in carrying out the terms of this Agreement. The Contractor will also comply with all applicable general administrative requirements such as OMB Circulars covering cost principles, grant/agreement principles, and audits in carrying out the terms of this Agreement.

XX. Special Certification:

The individual electronically accepting this Agreement certifies by his/her acceptance that he/she is authorized to sign this Agreement on behalf of the Contractor.

XXI. Contractor Signature:

The Authorized Official's signature below represents the Contractor's legal acceptance of the terms of this Agreement, including Certifications and Assurances.

| | | |
|--|---|------|
| Name of Contractor's Authorized Official | Signature of Contractor's Authorized Official | Date |
| Name of Department's Authorized Official | Signature of Department's Authorized Official | Date |
| Ms. Nancy Becker Bennett | | |

MENOMINEE COUNTY BOARD OF COMMISSIONERS AGENDA ITEM

| | |
|---|--|
| SUBJECT: | Hazard Pay for First Responders (E-911, Road Patrol, Corrections, and Emergency Management) |
| DEPARTMENT: | Administration |
| ATTACHMENTS: | Yes |
| SUMMARY: | |
| Admin Carviou applied for “First Responder Hazard Pay Premiums Program” via the Coronavirus Aid, Relief, and Economic Security (CARES) Act, Public Law 116-136. | |
| RECOMMENDED MOTION | |
| To authorize providing Hazard Pay for First Responders (E-911, Road Patrol, Corrections, and Emergency Management) in the amount of \$1,000 per eligible employee, contingent upon Menominee County receiving grant funds from the First Responder Hazard Pay Premiums Program. | |

Submitted by: Jason Carviou

09/18/2020
Date

WORKSHOP ACTION

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

COUNTY BOARD ACTION

DATE:

| | |
|--|---|
| | Approved |
| | Disapproved |
| | Approved with the following change(s): |



Michigan Department of
TREASURY

First Responder Hazard Pay Premiums Program
Application Packet
2020 Public Act 123

Coronavirus Aid, Relief, and Economic Security (CARES) Act,
Public Law 116-136

Application Period: July 7 – September 30, 2020

NOTE: As U.S. Department of the Treasury issues future guidance and clarifications, the specific guidelines listed in this document are subject to change. Changes will be addendums to this document.

**Michigan Department of Treasury
First Responder Hazard Pay Premiums Program (FRHPPP)
Table of Contents**

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**Michigan Department of Treasury
First Responder Hazard Pay Premiums Program (FRHPPP)
Application Instructions**

The purpose of this document is to provide guidance to eligible applicants that would like to apply for Coronavirus Relief Funding under the Michigan Department of Treasury's First Responder Hazard Pay Premiums Program.

To receive reimbursement, eligible applicants must review, complete, and sign this entire application packet. All pages will either be initialed or signed. Pages 1 through 15 must be returned to the Michigan Department of Treasury via email or fax, as outlined in the document.

If you need to enter more employees than the Hazard Pay Premiums Payment Report (page 13) will allow, the data for the remaining employees must be submitted on additional reports. An excel template can be found at https://www.michigan.gov/treasury/0,4679,7-121-1751_2197-532758--,00.html

Signatures are required on pages 10 and 15. After verifying the entire application packet and reviewing all the requirements and terms and conditions of the grant, the same person needs to initial and date each page and sign both pages 10 and 15. The contact person on Form 5723, the signatory on that form, the page initials, and the certification at the end of the packet must all be the same person.

Questions, contact the Michigan Department of Treasury at: Treas-CARES@michigan.gov or 517-335-0155.

Initial *F* Date 7/20/2020

Michigan Department of Treasury
First Responder Hazard Pay Premiums Program (FRHPPP)
Program Information

Program Description

The program was created by 2020 Public Act 123 to reimburse and/or pay for qualifying first responder hazard pay premiums provided to first responders who have performed hazardous duty or work involving physical hardship related to COVID-19. The program is funded under the Coronavirus Aid, Relief, and Economic Security (CARES) Act, Public Law 116-136.

Reimbursements and payments will be on a first-come, first-served basis. An application is deemed to be submitted when all required supporting documentation has been emailed or faxed to the Michigan Department of Treasury.

Eligible Expenditures

Eligible hazard pay premiums must be paid to employees by September 30, 2020 to qualify for the program.

Eligible hazard pay premiums are for:

- Law Enforcement Officers
- Firefighters
- Emergency Medical Technicians (EMTs)
- Paramedics
- 9-1-1 Operators
- Local Unit of Government Corrections Officers
- Airport Public Safety Officers
- Eligible personnel associated with ambulance operations licensed under section 20920 of the Public Health Code (1978 PA 368; MCL 333.20920)
- Private EMTs and paramedics that contract with municipalities or hospitals, if the hazard pay premiums are paid through the applicant

Eligible Applicants

- Cities
- Villages
- Townships
- Counties
- Public Airport Operators
- Ambulance Operations licensed under section 20920 of the Public Health Code (1978 PA 368; MCL 333.20920)

Available Program Amount

- \$100,000,000

Maximum Available Limits

- \$1,000 per eligible employee
- \$5,000,000 to any one applicant

**Michigan Department of Treasury
First Responder Hazard Pay Premiums Program (FRHPPP)
Program Information**

Application Period

- July 7 – September 30, 2020

Method of Submission

- The entire application packet must be submitted, with all the required forms, signatures, and initials, to the Michigan Department of Treasury via Email (Treas-CARES@michigan.gov) or fax (517-335-3298) by 11:59 p.m. EST on the last day of the application period.

Distributions

- Payments and Reimbursements will be on a first-come, first-served basis.
- Payments will be made no later than November 14, 2020.

Reporting Requirements

1. Each eligible applicant that applies for a subaward must register with the Federal System for Award Management (SAM). For applications submitted on or before July 26, 2020 the applicant has until July 26, 2020 to register in the SAM system. Applicants that apply after July 26, 2020, must register in the SAM system prior to sending an application to the Michigan Department of Treasury. The SAM website is: <https://www.sam.gov/SAM/>.
2. Each applicant must fully complete and return the application packet by the submission deadline with each page dated and initialed including the completion of the following documents in the packet:
 - a. FRHPPP Reimbursement Request (Form 5723)
 - b. Hazard Pay Premiums Payment Report
 - c. Certification

The Michigan Department of Treasury may request an applicant to submit detailed backup (including payroll reports) to support the hazard pay premiums requested to be reimbursed/paid. Please do not submit any detailed backup unless the Michigan Department of Treasury requests submission from the applicant.

Contact Information

Treasury CARES Grant Programs Hotline
517-335-0155

Email Address
Treas-CARES@michigan.gov

Michigan Department of Treasury
First Responder Hazard Pay Premiums Program (FRHPPP)
Subrecipient Information

Subrecipient Information

Funds were awarded to the State of Michigan as Federal Financial Assistance from the U.S. Department of Treasury. The funds were awarded under the Social Security Act, as amended by section 5001 of the Coronavirus Aid, Relief, and Economic Security Act ("CARES Act") <https://home.treasury.gov/policy-issues/cares/state-and-local-governments> as the Coronavirus Relief Fund (CRF).

CFDA #: 21.019

FAIN #: SLT0040 and SLT0247

Coronavirus Relief Funds are considered federal financial assistance and have been assigned a Catalog of Federal Domestic Assistance (CFDA) or Assistance Listing Number of 21.019. Fund payments are considered to be federal financial assistance subject to the Single Audit Act (31 U.S.C. Sections 7501 – 7507) and the related provisions of the Uniform Guidance, 2 Code of Federal Regulations (CFR) Section 200.303 regarding internal controls, Section 200.330 – 200.332 regarding subrecipient monitoring and management, and subpart F regarding audit requirements. Under the Single Audit Act, local jurisdictions will need to report expenditures under this program using the CFDA number 21.019.

The State of Michigan is making these funds available to eligible applicants for reimbursement/payment of first responder hazard pay premiums provided to first responders who have performed hazardous duty or work involving physical hardship related to COVID-19. Eligible applicants, including but not limited to the certifying local official submitting this application, are required to review the CRF guidance and associated FAQs and other documents to certify their compliance with the terms and conditions of the grant at <https://home.treasury.gov/policy-issues/cares/state-and-local-governments>.

Coronavirus Relief Funds are considered federal financial assistance subject to the Single Audit Act and the Uniform Guidance. The following Uniform Guidance provisions have been identified as significant and summarized below. Applicants must review the Uniform Guidance at https://www.ecfr.gov/cgi-bin/text-idx?SID=6214841a79953f26c5c230d72d6b70a1&tpl=/ecfrbrowse/Title02/2cfr200_main_02.tpl for complete requirements.

Use of Funds

The CARES Act requires that the payments from the Coronavirus Relief Fund only be used to cover expenses that:

1. are necessary expenditures incurred due to the public health emergency with respect to the Coronavirus Disease 2019 (COVID-19)
2. were not accounted for in the budget most recently approved as of March 27, 2020 (the date of enactment of the CARES Act) for the State or government
3. were incurred during the period that begins on March 1, 2020, and ends on December 30, 2020

Hazard pay means additional pay for performing hazardous duty or work involving physical hardship, in each case that is related to COVID-19. The Guidance says that funding may be used to meet payroll expenses for public safety, public health, health care, human services, and similar employees whose services are **substantially dedicated** to mitigating or responding to the COVID-19 public health emergency. Hazard pay is a form of payroll expense and is subject to this limitation, so Fund payments may only be used to cover hazard pay for such individuals.

Michigan Department of Treasury
First Responder Hazard Pay Premiums Program (FRHPPP)
Subrecipient Information

Utilization of CARES Act for this Program

For this First Responder Hazard Pay Premiums Program (FRHPPP), eligible applicants can request reimbursement/payment for hazard pay premiums paid or will be paid to eligible employees no later than September 30, 2020. The amount of hazard pay premiums is limited to \$1,000 per employee and \$5,000,000 per applicant.

Coronavirus Relief Fund payments are not required to be used as the source of funding of last resort. However, as noted below, recipients may not use payments from the Fund to cover expenditures for which they will receive reimbursement. For this reason, the State of Michigan's First Responder Hazard Pay Premiums Program, Reimbursement Request (Form 5723) requires each applicant to affirm that the amounts for which reimbursement/payment is being requested have not been submitted or will not be submitted to another federal source of funding (for example, FEMA) for reimbursement/payment.

To obtain a payroll reimbursement for employees that are not normally classified as public safety and public health, but are "similar" in the context of the guidance (e.g. employees who are substantially dedicated to COVID-19 response), each jurisdiction's chief administrative officer must decide if their costs are appropriate to charge to the Coronavirus Relief Fund and document the justification for that decision.

Subaward Period of Performance and Available Funding

Under the First Responder Hazard Pay Premiums Program (FRHPPP), reimbursements/payments from the State of Michigan will be issued on a first-come, first-served basis and will cover hazard pay premiums paid to eligible employees during the period of time of March 1, 2020 – September 30, 2020. Eligible applicants receiving funding under this program may not use the proceeds to establish a sub-award to another entity.

The last date of the performance period for the subawards is September 30, 2020.

The total amount of Coronavirus Relief Funds available for the First Responder Hazard Pay Premiums Program is \$100,000,000. Funding will be issued on a first-come, first-served basis once an eligible applicant submits all the required documentation to the Michigan Department of Treasury.

Michigan Department of Treasury
First Responder Hazard Pay Premiums Program (FRHPPP)
Subrecipient Information

2 CFR 200.330 – 200.332 Subrecipient Monitoring and Management

The First Responder Hazard Pay Premiums Program subawards are for an individual eligible applicant's direct hazard pay premiums cost. The eligible applicant receiving the subaward shall not issue any subawards to any other entity.

Subpart F – Audit Requirements

200.501 – Audit Requirements.

- (a) *Audit required.* A non-Federal entity that expends \$750,000 or more during the non-Federal entity's fiscal year in Federal awards must have a single or program-specific audit conducted for that year in accordance with the provisions of this part.

200.508 – Auditee Responsibilities

The auditee must:

1. Procure or otherwise arrange for the audit required.
2. Prepare appropriate financial statements, including the schedule of expenditures of Federal awards.
3. Promptly follow up and take corrective action on audit findings.
4. Provide the auditor with access to personnel, accounts, books, records, supporting documentation, and other information as needed for the auditor to perform the audit.

Record Retention Requirements

Recipients of Coronavirus Relief Fund payments shall maintain and make available to the U.S. Department of Treasury, Office of Inspector General, upon request, all documents and financial records sufficient to establish compliance with subsection 601(d) of the Social Security Act, as amended, (42 U.S.C. 801(d)), which provides:

d) USE OF FUNDS.—A State, Tribal government, and unit of local government shall use the funds provided under a payment made under this section to cover only those costs of the State, Tribal government, or unit of local government that—

1. *are necessary expenditures incurred due to the public health emergency with respect to COVID-19;*
2. *were not accounted for in the budget most recently approved as of the date of enactment of this section for the State or government; and*
3. *were incurred during the period that begins on March 1, 2020, and ends on December 30, 2020.*

Records to support compliance with subsection 601(d) may include, but are not limited to, copies of the following:

1. general ledger and subsidiary ledgers used to account for (a) the receipt of Coronavirus Relief Fund payments and (b) the disbursements from such payments to meet eligible expenses related to the public health emergency due to COVID-19;
2. budget records for 2019 and 2020;
3. payroll, time records, human resource records to support costs incurred for payroll expenses related to addressing the public health emergency due to COVID-19;
4. receipts of purchases made related to addressing the public health emergency due to COVID-19;
5. contracts and subcontracts entered into using Coronavirus Relief Fund payments and all documents related to such contracts;
6. grant agreements and grant subaward agreements entered into using Coronavirus Relief Fund payments and all documents related to such awards;

Michigan Department of Treasury
First Responder Hazard Pay Premiums Program (FRHPPP)
Subrecipient Information

7. all documentation of reports, audits, and other monitoring of contractors, including subcontractors, and grant recipient and subrecipients;
8. all documentation supporting the performance outcomes of contracts, subcontracts, grant awards, and grant recipient subawards;
9. all internal and external email/electronic communications related to use of Coronavirus Relief Fund payments; and
10. all investigative files and inquiry reports involving Coronavirus Relief Fund payments.

Records shall be maintained for a period of five (5) years after final payment is made using Coronavirus Relief Fund monies. These record retention requirements are applicable to prime recipients and their grantees and subgrant recipients, contractors, and other levels of government that received transfers of Coronavirus Relief Fund payments from prime recipients.

First Responder Hazard Pay Premiums Program Reimbursement Request

Issued under authority of 2020 Public Act 123. Filing is mandatory to qualify for payments.

The First Responder Hazard Pay Premiums program is to reimburse and/or pay for first responder hazard pay premiums provided to first responders who have performed hazardous duty or work involving physical hardship related to COVID-19.

Eligible applicants are: Cities, Villages, Townships, Counties, Public Airport Operators and Ambulance Operations (licensed under section 20920 of the Public Health Code, 1978 PA 368, MCL 333.20920).

Applicants must:

1. Submit to the Michigan Department of Treasury (Treasury) a signed *First Responder Hazard Pay Premiums Program, Reimbursement Request* (Form 5723).
2. Submit to Treasury a detailed report that supports the requested reimbursement amounts. The report shall include by employee, the employee name, eligible employee type, amount of first responder hazard pay premium being requested, and date the first responder hazard pay premium was paid/will be paid to the employee.

Reimbursement Requests must be submitted to Treasury no later than September 30, 2020; however, reimbursements will be processed on a first-come, first-served basis until all funding has been exhausted.

PART 1: APPLICANT INFORMATION

| | | | |
|--|---|---|-------------------|
| Applicant Name Menominee County | Applicant County Name Menominee County | Federal Identification Number 38-6005907 | |
| Applicant Local Unit Code 55-0000 | Contact Name Jason Carviou | SAM DUNS Number 047202163 | |
| Contact E-Mail Address JCarviou@menomineeco.com | Contact Title County Administrator | Contact Telephone Number (906) 863-9648 | Extension 1001 |

PART 2: FIRST RESPONDER HAZARD PAY PREMIUMS

For each Eligible Employee Type, enter the total amount of Hazard Pay Premiums. Attach a report listing the name of each employee, the eligible employee type, payment date, and the employee's hazard pay amount being requested. Reimbursements are limited to \$1,000 per eligible employee.

| Eligible Employee Types | Number of Employees | Total Amount Requested |
|---|---------------------|------------------------|
| Law Enforcement Officers | 17 | \$ 17,000.00 |
| Firefighters | | |
| Emergency Medical Technicians | | |
| Paramedics | | |
| 9-1-1 Operators | 12 | \$ 12,000.00 |
| Local Unit of Government Corrections Officers | 23 | \$ 23,000.00 |
| Airport Public Safety Officers | | |
| Private EMTs/Paramedics (if paid for by the applicant) | | |
| Ambulance Operations (licensed under section 20920 of the Public Health Code) | | |

Continued on page 2.

PART 3: QUESTIONS

1. Were/will any of the above entered first responder hazard pay premiums been/be reimbursed or funded by any other federal funds?

Yes No

2. Were/are any of the above entered first responder hazard pay premiums included in a reimbursement request under the Public Safety and Public Health Payroll Reimbursement (PSPHPR) program?

Yes No

3. Did you attach a detailed report to support the reimbursement request?

Yes No The report shall include by employee, the employees name, eligible employee type, amount of first responder hazard pay premium being requested, and date the first responder hazard pay premium was paid/will be paid to the employee.

PART 4: CERTIFICATION

The undersigned hereby certifies to the Michigan Department of Treasury that the above requested hazard pay premium amounts are accurate, that no more than \$1,000 per employee has been requested, and that the hazard pay premiums have been paid to eligible employees of the applicant or will be paid to eligible employees by September 30, 2020. The undersigned additionally certifies that none of the above hazard pay premium amounts have been or will be paid for with any other federal funds or are being requested for reimbursement under the State of Michigan's Public Safety and Public Health Payroll Reimbursement program. The applicant agrees to reimburse the State of Michigan if any of the above amounts are deemed to be fraudulent or inaccurate.

Chief Administrative Officer Signature (as defined in MCL 141.422b)

Printed Name of Chief Administrative Officer (as defined in MCL 141.422b)



Jason Carviou

Title

Date

County Administrator

7/20/2020

Completed and signed form (including required documentation) should be E-mailed to: Treas-CARES@michigan.gov.

If you are unable to submit via E-mail, fax the completed form and required documentation to 517-335-3298.

For questions, call 517-335-0155.

Instructions for First Responder Hazard Pay Premiums Program, Reimbursement Request (Form 5723)

PART 1: APPLICANT INFORMATION

Applicant Name: Enter the name of the eligible applicant. Eligible applicants are: Cities, Villages, Townships, Counties, Public Airport Operators and Ambulance Operations (licensed under section 20920 of the Public Health Code, 1978 PA 368, MCL 333.20920).

Applicant County Name: Enter the county name that the eligible applicant is located in.

Federal Identification Number: Enter the applicant's Federal Employer Identification Number (FEIN).

Applicant Local Unit Code: For Cities, Villages, Townships, and Counties enter the revenue sharing local unit code. Public Airport Operators and Ambulance Operations can leave this field blank.

Contact Name: Enter the Full name of the individual that can answer any questions related to the form being submitted, including required attachment.

SAM DUNS Number: Enter the federal System for Award Management (SAM) DUNS Number. Applicants that apply on or before July 26, 2020 have until July 26, 2020 to register in the SAM system. All applicants that apply after July 26, 2020 must register in the SAM system prior to sending an application packet to the Michigan Department of Treasury.

Contact E-Mail Address/Contact Title/Contact Telephone Number/Extension: Enter the information for the contact person that can answer any questions regarding the reimbursement request.

PART 2: FIRST RESPONDER HAZARD PAY PREMIUMS

For each of the eligible employee types listed, enter the total number of employees and total amount of first responder hazard pay premiums being requested for reimbursement.

PART 3: QUESTIONS

Question 3: To complete the Detailed Report, use the form provided in the First Responder Hazard Pay Premiums Program Application packet.

Michigan Department of Treasury
First Responder Hazard Pay Premiums Program (FRHPPP)
Hazard Pay Premiums Payment Report – Instructions

Hazard Pay Premiums Payment Report – Instructions

1. Enter the requested information on the Hazard Pay Premiums Payment Report on page 13 for each eligible employee that was or will be paid an eligible hazard pay premium.
 - a. There could be multiple lines for the same employee.
 - b. The total of the chart should equal the hazard pay premiums amounts being requested for reimbursement on Form 5723 *First Responder Hazard Pay Premiums Program, Reimbursement Request*.
 - c. Attach additional sheets if needed.
 - d. Eligible Employee Types are:
 - i. Law Enforcement Officers
 - ii. Firefighters
 - iii. Emergency Medical Technicians (EMTs)
 - iv. Paramedics
 - v. 9-1-1 Operators
 - vi. Local Unit of Government Corrections Officers
 - vii. Airport Public Safety Officers
 - viii. Eligible personnel associated with ambulance operations licensed under section 20920 of the Public Health Code (1978 PA 368; MCL 333.20920)
 - ix. Private EMTs and paramedics that contract with municipalities or hospitals, if the hazard pay premiums are paid through the applicant
2. Guidelines:
 - a. Do not include any hazard pay premiums that the eligible applicant requested to be reimbursed under the Public Safety and Public Health Payroll Reimbursement Program.
 - b. The program will only reimburse the actual hazard pay premium paid to the employee, not the associated fringes and payroll taxes.

**Michigan Department of Treasury
 First Responder Hazard Pay Premiums Program (FRHPPP)
 Hazard Pay Premiums Payment Report**

| | Employee Name | Eligible Employee Type | Payment Date | Hazard Pay Amount |
|----|--------------------------------|------------------------|--------------------|-------------------|
| 1 | | 911 Dispatcher | September 25, 2020 | \$1,000.00 |
| 2 | | 911 Dispatcher | September 25, 2020 | \$1,000.00 |
| 3 | | 911 Dispatcher | September 25, 2020 | \$1,000.00 |
| 4 | | 911 Dispatcher | September 25, 2020 | \$1,000.00 |
| 5 | | 911 Dispatcher | September 25, 2020 | \$1,000.00 |
| 6 | | 911 Dispatcher | September 25, 2020 | \$1,000.00 |
| 7 | | 911 Dispatcher | September 25, 2020 | \$1,000.00 |
| 8 | | 911 Dispatcher | September 25, 2020 | \$1,000.00 |
| 9 | | 911 Dispatcher | September 25, 2020 | \$1,000.00 |
| 10 | | 911 Dispatcher | September 25, 2020 | \$1,000.00 |
| 11 | | 911 Dispatcher | September 25, 2020 | \$1,000.00 |
| 12 | | 911 Dispatcher | September 25, 2020 | \$1,000.00 |
| 13 | | Emergency Management | September 25, 2020 | \$1,000.00 |
| 14 | | Law Enforcement | September 25, 2020 | \$1,000.00 |
| 15 | | Law Enforcement | September 25, 2020 | \$1,000.00 |
| 16 | | Law Enforcement | September 25, 2020 | \$1,000.00 |
| 17 | | Law Enforcement | September 25, 2020 | \$1,000.00 |
| 18 | | Law Enforcement | September 25, 2020 | \$1,000.00 |
| 19 | | Law Enforcement | September 25, 2020 | \$1,000.00 |
| 20 | | Law Enforcement | September 25, 2020 | \$1,000.00 |
| 21 | | Law Enforcement | September 25, 2020 | \$1,000.00 |
| 22 | | Law Enforcement | September 25, 2020 | \$1,000.00 |
| 23 | | Law Enforcement | September 25, 2020 | \$1,000.00 |
| 24 | | Law Enforcement | September 25, 2020 | \$1,000.00 |
| 25 | | Law Enforcement | September 25, 2020 | \$1,000.00 |
| 26 | | Law Enforcement | September 25, 2020 | \$1,000.00 |
| 27 | | Law Enforcement | September 25, 2020 | \$1,000.00 |
| 28 | | Law Enforcement | September 25, 2020 | \$1,000.00 |
| 29 | | Law Enforcement | September 25, 2020 | \$1,000.00 |
| | Subtotal from attached reports | | | \$23,000.00 |
| | Total | | | \$52,000.00 |

Initial JK Date 7/20/2020

Michigan Department of Treasury
First Responder Hazard Pay Premiums Program (FRHPPP)
Hazard Pay Premiums Payment Report
Additional Employees Report

Note: Please add additional rows as needed

Local Unit: **Menominee County**
 Local Unit Code: **55-0000**

Subtotal Hazard Pay Amount From Attached Report \$ **23,000.00**

Please add the subtotal to the Summary Report in the Application Packet

| Employee Name | Eligible Employee Type | Payment Date | Hazard Pay Amount |
|---------------|------------------------|--------------------|-------------------|
| 1 | Corrections | September 25, 2020 | \$1,000.00 |
| 2 | Corrections | September 25, 2021 | \$1,000.00 |
| 3 | Corrections | September 25, 2022 | \$1,000.00 |
| 4 | Corrections | September 25, 2023 | \$1,000.00 |
| 5 | Corrections | September 25, 2024 | \$1,000.00 |
| 6 | Corrections | September 25, 2025 | \$1,000.00 |
| 7 | Corrections | September 25, 2026 | \$1,000.00 |
| 8 | Corrections | September 25, 2027 | \$1,000.00 |
| 9 | Corrections | September 25, 2028 | \$1,000.00 |
| 10 | Corrections | September 25, 2029 | \$1,000.00 |
| 11 | Corrections | September 25, 2030 | \$1,000.00 |
| 12 | Corrections | September 25, 2031 | \$1,000.00 |
| 13 | Corrections | September 25, 2032 | \$1,000.00 |
| 14 | Corrections | September 25, 2033 | \$1,000.00 |
| 15 | Corrections | September 25, 2034 | \$1,000.00 |
| 16 | Corrections | September 25, 2035 | \$1,000.00 |
| 17 | Corrections | September 25, 2036 | \$1,000.00 |
| 18 | Corrections | September 25, 2037 | \$1,000.00 |
| 19 | Corrections | September 25, 2038 | \$1,000.00 |
| 20 | Corrections | September 25, 2039 | \$1,000.00 |
| 21 | Corrections | September 25, 2040 | \$1,000.00 |
| 22 | Corrections | September 25, 2041 | \$1,000.00 |
| 23 | Corrections | September 25, 2042 | \$1,000.00 |

Michigan Department of Treasury
First Responder Hazard Pay Premiums Program (FRHPPP)
Certification

I, Jason Carviou, am the chief executive of Menominee County (eligible applicant's legal name), and I certify that:

1. I have the authority on behalf of Menominee County (eligible applicant's legal name) to request a First Responder Hazard Pay Premiums Program payment from the State of Michigan pursuant to Section 601 of 2020 Public Act 123, from the allocation of funds to the State of Michigan from the Coronavirus Relief Fund as created in the CARES Act.
2. I understand that the State of Michigan will rely on this certification as a material representation in issuing a First Responder Hazard Pay Premiums Program payment to Menominee County (eligible applicant's legal name).
3. Menominee County (eligible applicant's legal name) is receiving the First Responder Hazard Pay Premiums Program payment as a reimbursement/payment to reimburse and/or pay for first responder hazard pay premiums provided to first responders who have performed hazardous duty or work involving physical hardship related to COVID-19 and will be used only to cover those costs.
4. Any funds provided as a reimbursement/payment from the State of Michigan under the First Responder Hazard Pay Premiums Program that are found to be based on inaccurate, non-qualifying, or fraudulent information will be returned to the State of Michigan.
5. Funds provided as a reimbursement/payment under the First Responder Hazard Pay Premiums Program from the State of Michigan pursuant to this certification must adhere to official federal guidance (2 CFR 200) issued or to be issued on what constitutes a necessary expenditure as described in the guidance for the U.S. Treasury Coronavirus Relief Fund at <https://home.treasury.gov/policy-issues/cares/state-and-local-governments>. I reviewed the guidance prior to completing this request for reimbursement. I understand and agree that any funds expended by an eligible applicant in any manner that does not adhere to official federal guidance shall be returned to the State of Michigan.
6. Any eligible applicant receiving funds under the First Responder Hazard Pay Premiums Program shall retain documentation supporting the reimbursement/payment request, including but not limited to payroll records and timesheets. Such documentation shall be provided to the State of Michigan upon request and maintained by the jurisdiction for five (5) years.
7. Program funds provided pursuant to this application and certification cannot be used as a revenue replacement for lower than expected tax or other revenue collections.
8. Program funds received pursuant to this application and certification cannot be used for expenditures for which the eligible applicant has received any other emergency COVID-19 supplemental funding (whether state, federal or private in nature) for that same expense.
9. Program funds received pursuant to this application and certification cannot be used to reimburse or subaward another entity or local unit of government.
10. I have read and agree on behalf of Menominee County (eligible applicant's legal name) to comply with all applicable provisions and requirements corresponding to the receipt of funds required in the Coronavirus Aid, Relief, and Economic Security Act, Public Law 115-136, and Uniform Guidance, 2 CFR 200.
11. Further, that I understand and agree on behalf of Menominee County (eligible applicant's legal name) that any funds received under this act and expended by itself or a sub-recipient in any manner that does not comply with the Coronavirus Aid, Relief, and Economic Security Act, Public Law 116-136, or Uniform Guidance, 2 CFR 200, as applicable shall be returned to the State of Michigan.

**Michigan Department of Treasury
First Responder Hazard Pay Premiums Program (FRHPPP)
Certification**

12. Further, that I understand and agree on behalf of Menominee County (eligible applicant's legal name) that expenditures are not eligible for reimbursement under this section if such expenses have been or will be reimbursed by any other federal funds, and if such expenditure is reimbursed by any other federal funds the undersigned eligible applicant will return said funds to the State of Michigan.
13. The governing body has been notified of the submission of this application, and are aware of the Federal statutes, regulations and terms and conditions of the grant award.

I certify under the penalties of perjury set forth in the Michigan Penal Code, MCL 750.423, that I have read the above certification and my statements contained herein are true and correct to the best of my knowledge.

Jason Carviou
By: _____

Signature: Jason Carviou

Title: County Administrator

Date: July 20, 2020

Subscribed and sworn to before me this 20th day of July, 2020.

Dawn M. Bazege
Notary Public
Dawn M. Bazege
Menominee Co, Michigan

My commission expires 7/10/22

MENOMINEE COUNTY BOARD OF COMMISSIONERS AGENDA ITEM

| | |
|---|--|
| SUBJECT: | Commissioner Per Diems & Expenses |
| DEPARTMENT: | Administration |
| ATTACHMENTS: | Yes |
| SUMMARY: | |
| Commissioner Per Diems & Expenses as recently submitted for payment | |
| RECOMMENDED MOTION | |
| Motion to approve Commissioner Per Diems and Expenses as recently paid. | |

Submitted by: Jason Carviou

09/18/2020
Date

WORKSHOP ACTION

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

COUNTY BOARD ACTION

DATE:

| | |
|--|---|
| | Approved |
| | Disapproved |
| | Approved with the following change(s): |

**MENOMINEE COUNTY
BOARD OF COMMISSIONERS
REIMBURSEMENT VOUCHER**

RECEIVED
AUG 28, 20
BY: AD

Mileage: .575 cents/mile ~ effective 01 January 2020

*Meals Breakfast - \$9.00
 Lunch - \$11.00
 Dinner - \$20.00

COPY

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

Name: Larry Schei ~ District 4

| Date | Meeting Place | # of miles | X .575/mile | Total Cost | Account Number |
|---------|---------------|------------|--------------------------|--------------------------|-------------------|
| 8/11/20 | COURTHOUSE | 16 | | 9.20 | 101-101-860.00 |
| 8/17/20 | COURTHOUSE | 16 | | 9.20 | 101-101-860.00 |
| | | <u>32</u> | | <u>18.40</u> | 101-101-860.00 |
| | | | | | 101-101-860.00 |
| | | | | | 101-101-860.00 |
| | | | | | 101-101-860.00 |
| | | | | | 101-101-860.00 |
| | | | | | 101-101-860.00 |
| | | | | | 101-101-860.00 |
| | | | | | 101-101-860.00 |
| | | | Total Mileage | 32 | |
| | | | | Total Mileage Fee | 18.40 |

Expenses shall be submitted to the County Administrator's office by the last day of the following month, or be forfeited. Send to: 839 10th Ave., Menominee, MI 49858

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

8/28/20

Date

MENOMINEE COUNTY BOARD OF COMMISSIONERS AGENDA ITEM

| | |
|---|----------------------------|
| SUBJECT: | Miscellaneous Bills |
| DEPARTMENT: | Administration |
| ATTACHMENTS: | Yes |
| SUMMARY: | |
| Miscellaneous bills paid on August 21, 25, 31, and Sept. 2, 2020 in the combined amount of \$64,643.75. | |
| RECOMMENDED MOTION: | |
| Motion to approve miscellaneous bills paid on August 21, 25, 31, and Sept. 2, 2020 in the combined amount of \$64,643.75. | |

Submitted by: Jason Carviou

09/18/2020
Date

WORKSHOP ACTION

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

COUNTY BOARD ACTION

DATE:

| | |
|--|---|
| | Approved |
| | Disapproved |
| | Approved with the following change(s): |

Miscellaneous Bills Account Number List

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
101-228 Computer Technology
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
206 Sheriff Work Van
208 County Parks
215 Friend of Court
216 Menominee Regional Airport
220 Park Improvements
243 Remonumentation
249 Building Code
256 ROD - Automation Fund
260 MI Indigent Defense Attorneys
263 Concealed Pistol Licensing
264 Local Corrections Officers Training
265 Drug Law Enforcement Forfeiture
266 E-911
269 Law Library
271 County Library
274 Comm.Dev.BlockGrant - MSHDA
277 LEPC
280 Inmate Canteen fund
281 K-9
282 Justice Training
285 Senior Citizens
289 SOM Salvage Vehicle Title Inspections
292 Child Care
292 Special Child Care Funds
294 Veterans' Service Fund Grant
296 Juvenile Diversion Child Care
401 3-Way Road
516 DTRF-Delinquent Tax Revolving Fund
517 DTRF-PA 123 Foreclosure

APPROVED

AUG 24 2020

CHIEF FISCAL OFFICER
 MENOMINEE COUNTY MICHIGAN

| INVOICE NUMBER | DESCRIPTION | DISTRIBUTIONS | AMOUNTS | AMOUNT |
|---|---------------------------------|----------------|----------|-----------|
| VENDOR NAME: CLOVERLAND PAPER CO | | | | |
| 122818 | Janitorial Supplies (Annex) | 101-265-755.01 | 40.43 | 40.43 |
| TOTAL VENDOR CLOVERLAND PAPER CO | | | | 40.43 |
| VENDOR NAME: COLEMAN ENGINEERING COMPANY | | | | |
| 37690 | Survey (Stoney Point) and Civil | 220-752-953.05 | 4,619.75 | 4,619.75 |
| 37805 | Communications Tower | 266-325-970.06 | 4,800.00 | 4,800.00 |
| TOTAL VENDOR COLEMAN ENGINEERING COMPANY | | | | 9,419.75 |
| VENDOR NAME: CUMMINGS MCCLOREY DAVIS & ACHO | | | | |
| 314500 | Legal Svcs (Powell vs Meno Cty) | 101-211-807.00 | 345.00 | 345.00 |
| TOTAL VENDOR CUMMINGS MCCLOREY DAVIS & ACHO | | | | 345.00 |
| VENDOR NAME: OTIS ELEVATOR COMPANY | | | | |
| 100400070357 | 9/1/20 - 11/30/20 | 101-265-801.00 | 741.15 | 741.15 |
| TOTAL VENDOR OTIS ELEVATOR COMPANY | | | | 741.15 |
| VENDOR NAME: STANDARD INSURANCE COMPANY | | | | |
| September 2020 | Life Insurance Premium | 101-101-713.00 | 21.24 | 231.28 |
| | | 101-132-713.00 | 4.13 | |
| | | 101-136-713.00 | 13.94 | |
| | | 101-141-713.00 | 7.08 | |
| | | 101-148-713.00 | 5.31 | |
| | | 101-215-713.00 | 11.80 | |
| | | 101-228-713.00 | 2.36 | |
| | | 101-172-713.00 | 4.72 | |
| | | 101-267-713.00 | 14.16 | |
| | | 101-268-713.00 | 4.72 | |
| | | 101-253-713.00 | 7.08 | |
| | | 101-257-713.00 | 4.72 | |
| | | 101-265-713.00 | 3.54 | |
| | | 101-301-713.00 | 56.64 | |
| | | 101-682-713.00 | 2.36 | |
| | | 101-426-713.00 | 2.36 | |
| | | 216-585-713.00 | 4.72 | |
| | | 260-266-713.00 | 0.22 | |
| | | 271-790-713.00 | 7.08 | |
| | | 292-664-713.00 | 2.36 | |
| | | 292-665-713.00 | 2.36 | |
| | | 208-751-713.00 | 3.54 | |
| | | 205-316-713.00 | 2.36 | |
| | | 205-315-713.00 | 21.24 | |
| | | 266-325-713.00 | 21.24 | |
| TOTAL VENDOR STANDARD INSURANCE COMPANY | | | | 231.28 |
| VENDOR NAME: U.E.S. COMPUTERS, INC. | | | | |
| 51851 | Business Remote Logon | 101-228-857.00 | 49.00 | 49.00 |
| TOTAL VENDOR U.E.S. COMPUTERS, INC. | | | | 49.00 |
| VENDOR NAME: VISA | | | | |
| Credit Card | Sheriff & Road Patrol | 101-301-770.01 | 168.15 | 349.09 |
| | | 101-301-770.01 | 25.42 | |
| | | 205-315-742.00 | 12.00 | |
| | | 101-301-770.01 | 19.60 | |
| | | 101-301-770.01 | 21.18 | |
| | | 101-301-770.00 | 42.35 | |
| | | 101-301-770.00 | 4.99 | |
| | | 101-301-770.00 | 55.40 | |
| TOTAL VENDOR VISA | | | | 349.09 |
| GRAND TOTAL: | | | | 11,175.70 |

APPROVED

AUG 25 2020

CHIEF FISCAL OFFICER
 MENOMINEE COUNTY MICHIGAN

| INVOICE NUMBER | DESCRIPTION | DISTRIBUTIONS | AMOUNTS | AMOUNT |
|--|---|----------------|---------|---------------|
| VENDOR NAME: BAKER & TAYLOR BOOKS | | | | |
| L0273592 | Library Books | 271-790-982.00 | 192.43 | 192.43 |
| TOTAL VENDOR BAKER & TAYLOR BOOKS | | | | 192.43 |
| VENDOR NAME: DEMCO | | | | |
| 6828030 | Library Supplies | 271-790-727.01 | 240.39 | 240.39 |
| TOTAL VENDOR DEMCO | | | | 240.39 |
| VENDOR NAME: DTE ENERGY | | | | |
| 910021025424 | Annex | 271-790-920.00 | 44.54 | 44.54 |
| TOTAL VENDOR DTE ENERGY | | | | 44.54 |
| VENDOR NAME: MILLERS ACTION OFFICE SUPPLY I | | | | |
| 0157188-001 | Library Supplies | 271-790-727.01 | 3.40 | 3.40 |
| 0157091-001 | Library Supplies | 271-790-727.01 | 21.17 | 21.17 |
| TOTAL VENDOR MILLERS ACTION OFFICE SUPPLY I | | | | 24.57 |
| VENDOR NAME: SUPERIORLAND LIBRARY COOP | | | | |
| 2924 | Maintenace Renewal (Deep Freeze ENT NA) | 271-790-856.00 | 97.76 | 97.76 |
| TOTAL VENDOR SUPERIORLAND LIBRARY COOP | | | | 97.76 |
| VENDOR NAME: THE DAILY PRESS | | | | |
| 9/11/19 | Library - 1 Year Subscription | 271-790-982.00 | 283.40 | 283.40 |
| TOTAL VENDOR THE DAILY PRESS | | | | 283.40 |
| GRAND TOTAL: | | | | 883.09 |

AUG 31 2020

AD-

CHIEF FISCAL OFFICER
 MENOMINEE COUNTY MICHIGAN

| INVOICE NUMBER | DESCRIPTION | DISTRIBUTIONS | AMOUNTS | AMOUNT |
|--|--------------------------------------|----------------|---------|--------|
| VENDOR NAME: BURK, ELIZABETH 8/27/20 | Recount - Sheriff Republican Primary | 101-192-705.00 | 10.00 | 10.00 |
| TOTAL VENDOR BURK, ELIZABETH | | | | 10.00 |
| VENDOR NAME: CYNTHIA ANNE HANCHEK 8/27/20 | Recount - Sheriff Republican Primary | 101-192-705.00 | 25.00 | 25.00 |
| TOTAL VENDOR CYNTHIA ANNE HANCHEK | | | | 25.00 |
| VENDOR NAME: DRAZE, THOMAS GENE 8/27/20 | Recount - Sheriff Republican Primary | 101-192-705.00 | 25.00 | 25.00 |
| TOTAL VENDOR DRAZE, THOMAS GENE | | | | 25.00 |
| VENDOR NAME: FRANCOUR, JUDITH 8/27/20 | Recount - Sheriff Republican Primary | 101-192-705.00 | 50.00 | 50.00 |
| TOTAL VENDOR FRANCOUR, JUDITH | | | | 50.00 |
| VENDOR NAME: JOHNSON, DAWN 8/27/20 | Recount - Sheriff Republican Primary | 101-192-705.00 | 25.00 | 25.00 |
| TOTAL VENDOR JOHNSON, DAWN | | | | 25.00 |
| VENDOR NAME: KALETKA, SHEILA 8/27/20 | Recount - Sheriff Republican Primary | 101-192-705.00 | 50.00 | 50.00 |
| TOTAL VENDOR KALETKA, SHEILA | | | | 50.00 |
| VENDOR NAME: KEEFER, KAY 8/27/20 | Recount - Sheriff Republican Primary | 101-192-705.00 | 25.00 | 25.00 |
| TOTAL VENDOR KEEFER, KAY | | | | 25.00 |
| VENDOR NAME: KLEIKAMP, SUSAN 8/27/20 | Recount - Sheriff Republican Primary | 101-192-705.00 | 10.00 | 10.00 |
| TOTAL VENDOR KLEIKAMP, SUSAN | | | | 10.00 |
| VENDOR NAME: MACNEIL, TERRI R 8/27/20 | Recount - Sheriff Republican Primary | 101-192-705.00 | 50.00 | 50.00 |
| TOTAL VENDOR MACNEIL, TERRI R | | | | 50.00 |
| VENDOR NAME: MAILLOUX, LYNN 8/27/20 | Recount - Sheriff Republican Primary | 101-192-705.00 | 50.00 | 50.00 |
| TOTAL VENDOR MAILLOUX, LYNN | | | | 50.00 |
| VENDOR NAME: MENCINGER, CHERRY L. 8/27/20 | Recount - Sheriff Republican Primary | 101-192-705.00 | 10.00 | 10.00 |
| TOTAL VENDOR MENCINGER, CHERRY L. | | | | 10.00 |
| VENDOR NAME: MOTTO, DOREEN ANN 8/27/20 | Recount - Sheriff Republican Primary | 101-192-705.00 | 25.00 | 25.00 |
| TOTAL VENDOR MOTTO, DOREEN ANN | | | | 25.00 |
| VENDOR NAME: PATZKE, LORI M. 8/27/20 | Recount - Sheriff Republican Primary | 101-192-705.00 | 50.00 | 50.00 |
| TOTAL VENDOR PATZKE, LORI M. | | | | 50.00 |
| VENDOR NAME: PETERSON, CHARLENE 8/27/20 | Recount - Sheriff Republican Primary | 101-192-705.00 | 50.00 | 50.00 |
| TOTAL VENDOR PETERSON, CHARLENE | | | | 50.00 |
| VENDOR NAME: SCHETTER, BECKY LYN 8/27/20 | Recount - Sheriff Republican Primary | 101-192-705.00 | 50.00 | 50.00 |
| TOTAL VENDOR SCHETTER, BECKY LYN | | | | 50.00 |
| VENDOR NAME: SCHRAUB, DARLENE 8/27/20 | Recount - Sheriff Republican Primary | 101-192-705.00 | 50.00 | 50.00 |
| TOTAL VENDOR SCHRAUB, DARLENE | | | | 50.00 |
| VENDOR NAME: WESOLOSKI, RUTH 8/27/20 | Recount - Sheriff Republican Primary | 101-192-705.00 | 50.00 | 50.00 |

APPROVED

AUG 31 2020 *MA*

| INVOICE NUMBER | DESCRIPTION | DISTRIBUTIONS | AMOUNTS | AMOUNT |
|------------------------------------|--------------------------------------|----------------|---------|--------|
| VENDOR NAME: WESOLOSKI, RUTH | | | | |
| TOTAL VENDOR WESOLOSKI, RUTH | | | | 50.00 |
| VENDOR NAME: WICKSTROM-MORTON, JOY | | | | |
| 8/27/20 | Recount - Sheriff Republican Primary | 101-192-705.00 | 25.00 | 25.00 |
| TOTAL VENDOR WICKSTROM-MORTON, JOY | | | | 25.00 |
| GRAND TOTAL: | | | | 630.00 |

CHIEF FISCAL OFFICER
MENOMINEE COUNTY MICHIGAN

| INVOICE NUMBER | DESCRIPTION | DISTRIBUTIONS | AMOUNTS | CHIEF FISCAL OFFICER MENOMINEE COUNTY MICHIGAN | AMOUNT |
|---|---|----------------|----------|---|----------|
| VENDOR NAME: ADE INCORPORATED | | | | | |
| 53952 | SALCE Assessment | 101-136-755.00 | 150.00 | | 150.00 |
| TOTAL VENDOR ADE INCORPORATED | | | | | 150.00 |
| VENDOR NAME: ANDERSON DIEHM FUNERAL HOME | | | | | |
| 8/27/20 | Removal/Transportation/Supplies - T. Bazley | 101-648-861.00 | 500.00 | | 500.00 |
| TOTAL VENDOR ANDERSON DIEHM FUNERAL HOME | | | | | 500.00 |
| VENDOR NAME: AT&T - CAROL STREAM, IL | | | | | |
| 906863202308 | Telephone Services - Unit Rmkr | 101-228-850.00 | 507.66 | | 507.66 |
| 906863444108 | Telephone Services - Sheriff's Office | 101-228-850.00 | 537.14 | | 537.14 |
| 906863470508 | Telephone Service - Probation/Parole | 101-228-850.00 | 104.92 | | 104.92 |
| 906863661408 | Telephone Services (911) | 266-325-850.00 | 325.63 | | 325.63 |
| 906863298608 | Telephone Services - 1000 9th Street | 101-228-850.00 | 46.41 | | 46.41 |
| TOTAL VENDOR AT&T - CAROL STREAM, IL | | | | | 1,521.76 |
| VENDOR NAME: BAYSHORE VETERINARY CLINIC | | | | | |
| 241418 | K9 Care | 101-301-881.01 | 97.16 | | 97.16 |
| 241614 | K9 Care | 101-301-881.01 | 43.26 | | 43.26 |
| TOTAL VENDOR BAYSHORE VETERINARY CLINIC | | | | | 140.42 |
| VENDOR NAME: BIG O'S LUBE AND SERVICE, INC. | | | | | |
| 6346 | Vehicle Maintenance - 2018 Chevy | 205-315-934.02 | 60.32 | | 60.32 |
| TOTAL VENDOR BIG O'S LUBE AND SERVICE, INC. | | | | | 60.32 |
| VENDOR NAME: BLUETARP FINANCIAL, INC. | | | | | |
| 1630570348 | Operating Supplies | 101-265-755.00 | 61.08 | | 61.08 |
| TOTAL VENDOR BLUETARP FINANCIAL, INC. | | | | | 61.08 |
| VENDOR NAME: CAM SYSTEMS | | | | | |
| 385971 | Inmate Supplies | 101-301-770.00 | 248.00 | | 248.00 |
| TOTAL VENDOR CAM SYSTEMS | | | | | 248.00 |
| VENDOR NAME: CASA | | | | | |
| 9/1/20 | Faith Sandahl | 292-669-801.00 | 1,296.00 | | 1,296.00 |
| TOTAL VENDOR CASA | | | | | 1,296.00 |
| VENDOR NAME: CECH, WILLIAM | | | | | |
| Reimbursement | Mileage - August 2020 | 101-101-860.00 | 27.60 | | 27.60 |
| TOTAL VENDOR CECH, WILLIAM | | | | | 27.60 |
| VENDOR NAME: CITY OF STEPHENSON | | | | | |
| 709 | Annex - Water/Electric/Sewer | 101-261-920.01 | 21.28 | | 21.28 |
| | | 101-261-920.02 | 36.29 | | 36.29 |
| | | 101-261-920.03 | 226.63 | | 226.63 |
| TOTAL VENDOR CITY OF STEPHENSON | | | | | 284.20 |
| VENDOR NAME: CLOVERLAND PAPER CO | | | | | |
| 122867 | Janitorial Supplies (Courthouse) | 101-265-755.01 | 83.30 | | 83.30 |
| 122876 | Janitorial Supplies (Library) | 101-265-755.01 | 30.37 | | 30.37 |
| 122919 | Janitorial Supplies - Courthouse | 101-265-755.01 | 120.50 | | 120.50 |
| 122870 | Inmate Supplies | 101-301-770.00 | 449.28 | | 449.28 |
| TOTAL VENDOR CLOVERLAND PAPER CO | | | | | 683.45 |
| VENDOR NAME: COHL STOKER & TOSKEY P C | | | | | |
| 51619 | Legal Services | 101-211-807.00 | 233.85 | | 233.85 |
| TOTAL VENDOR COHL STOKER & TOSKEY P C | | | | | 233.85 |
| VENDOR NAME: COOPER OFFICE EQUIPMENT | | | | | |
| 178617 | Contract # 2721-01 | 101-267-801.00 | 287.11 | | 287.11 |
| TOTAL VENDOR COOPER OFFICE EQUIPMENT | | | | | 287.11 |
| VENDOR NAME: DEKETO, LLC | | | | | |
| DK 8-2020 | August 2020 (x390) | 256-277-857.00 | 790.00 | | 790.00 |
| TOTAL VENDOR DEKETO, LLC | | | | | 790.00 |

SEP 02 2020

WA

CHIEF FISCAL OFFICER
 MENOMINEE COUNTY MICHIGAN

| INVOICE NUMBER | DESCRIPTION | DISTRIBUTIONS | AMOUNTS | AMOUNT |
|---|---|----------------|----------|----------|
| VENDOR NAME: DELTA/SCHOOLCRAFT INTERMEDIATE | | | | |
| 8/21/20 | Copy Paper (x160 cases) | 101-265-980.02 | 3,904.00 | 3,904.00 |
| TOTAL VENDOR DELTA/SCHOOLCRAFT INTERMEDIATE | | | | 3,904.00 |
| VENDOR NAME: DSS CORPORATION | | | | |
| 47458 | Learning on Demand (x3) | 266-325-881.01 | 297.00 | 297.00 |
| 47467 | Learning on Demand (x5) | 266-325-881.01 | 495.00 | 495.00 |
| TOTAL VENDOR DSS CORPORATION | | | | 792.00 |
| VENDOR NAME: EAGLEHERALD PUBLISHING, LLC | | | | |
| 961 | FOC Advertising | 101-141-727.00 | 23.85 | 23.85 |
| 23432 | Renewal - 1 year (MEH-365033) | 101-301-802.00 | 208.80 | 208.80 |
| TOTAL VENDOR EAGLEHERALD PUBLISHING, LLC | | | | 232.65 |
| VENDOR NAME: ELECTIONSOURCE | | | | |
| 20-52723 | Tabulator Programming/Code - Primary 2020 | 101-262-727.00 | 1,500.00 | 1,500.00 |
| TOTAL VENDOR ELECTIONSOURCE | | | | 1,500.00 |
| VENDOR NAME: GALLENBERGER, PAUL & SARAH | | | | |
| Reimbursement | Camping Refund | 208-751-964.00 | 147.00 | 147.00 |
| TOTAL VENDOR GALLENBERGER, PAUL & SARAH | | | | 147.00 |
| VENDOR NAME: GOOD SOURCE | | | | |
| SI0502768 | Inmate Supplies | 101-301-770.00 | 2,658.53 | 2,658.53 |
| TOTAL VENDOR GOOD SOURCE | | | | 2,658.53 |
| VENDOR NAME: HAFEMAN, WILLIAM | | | | |
| Board of Canvassers | Per Diem & Mileage (Recount) | 101-192-705.00 | 50.00 | 70.13 |
| | | 101-192-860.00 | 20.13 | |
| TOTAL VENDOR HAFEMAN, WILLIAM | | | | 70.13 |
| VENDOR NAME: HASHIMOTO SEWER SERVICE, INC. | | | | |
| 16596 | Sewer System in Courthouse | 101-265-930.01 | 225.00 | 225.00 |
| TOTAL VENDOR HASHIMOTO SEWER SERVICE, INC. | | | | 225.00 |
| VENDOR NAME: HENSLEY, RN, JOEL | | | | |
| 8/16/20 | Blood Draws (3) | 101-267-801.01 | 300.00 | 300.00 |
| 8/4/20 | Inmate Nursing Services | 101-301-770.01 | 1,365.00 | 1,365.00 |
| Reimbursement | MI Prof License | 101-301-770.01 | 128.50 | 128.50 |
| TOTAL VENDOR HENSLEY, RN, JOEL | | | | 1,793.50 |
| VENDOR NAME: ICLE | | | | |
| 8/20/20 | MI Model Criminal Jury Instructions (PA) | 101-267-802.00 | 143.50 | 143.50 |
| TOTAL VENDOR ICLE | | | | 143.50 |
| VENDOR NAME: J S ELECTRONICS, INC. | | | | |
| 0930 | Tower Lease - September 2020 | 266-325-976.00 | 530.57 | 530.57 |
| TOTAL VENDOR J S ELECTRONICS, INC. | | | | 530.57 |
| VENDOR NAME: J.F. AHERN COMPANY | | | | |
| 93134 | Inspection (Sheriff Dept) | 101-301-934.00 | 211.80 | 211.80 |
| 93176 | Fire Equipment Inspection - 911 | 266-325-755.00 | 54.95 | 54.95 |
| TOTAL VENDOR J.F. AHERN COMPANY | | | | 266.75 |
| VENDOR NAME: JANITOR'S CLOSET | | | | |
| 7465 | Cleaning Services - August 2020 | 101-265-801.00 | 1,900.00 | 1,900.00 |
| TOTAL VENDOR JANITOR'S CLOSET | | | | 1,900.00 |
| VENDOR NAME: KLEIMAN, MARC | | | | |
| Reimbursement | Election Mileage | 101-262-860.00 | 48.30 | 48.30 |
| TOTAL VENDOR KLEIMAN, MARC | | | | 48.30 |
| VENDOR NAME: KLUMB, JOSEPH | | | | |

| INVOICE NUMBER | DESCRIPTION | DISTRIBUTIONS | AMOUNTS | AMOUNT |
|--|--|----------------|----------|----------|
| VENDOR NAME: KLUMB, JOSEPH | | | | |
| August 2020 | CAFA | 260-266-801.01 | 150.00 | 310.00 |
| | | 260-266-801.02 | 160.00 | |
| TOTAL VENDOR KLUMB, JOSEPH | | | | 310.00 |
| VENDOR NAME: KNUTH, VICKIE | | | | |
| Board of Canvassers | Per Diem & Mileage (Recount) | 101-192-705.00 | 50.00 | 89.68 |
| | | 101-192-860.00 | 39.68 | |
| TOTAL VENDOR KNUTH, VICKIE | | | | 89.68 |
| VENDOR NAME: KOZIKOWSKI WELL & PUMP, INC. | | | | |
| D 13119 | Shakey Lakes Park Bathhouse | 208-751-920.00 | 246.50 | 246.50 |
| TOTAL VENDOR KOZIKOWSKI WELL & PUMP, INC. | | | | 246.50 |
| VENDOR NAME: LINDEROTH, JANIS | | | | |
| Reimbursement | Mileage - UP State Fair Authority | 101-101-710.00 | 50.60 | 50.60 |
| TOTAL VENDOR LINDEROTH, JANIS | | | | 50.60 |
| VENDOR NAME: LUFTS ADVERTISER, INC. | | | | |
| 8/25/20 | Admin/Sheriff - Advertising | 101-101-901.00 | 100.00 | 244.00 |
| | | 101-301-755.00 | 144.00 | |
| TOTAL VENDOR LUFTS ADVERTISER, INC. | | | | 244.00 |
| VENDOR NAME: MECHANICAL TECHNOLOGIES, INC. | | | | |
| 32998 | 3 Yr Service, Replacement Relay, Investigation | 101-265-934.00 | 1,388.00 | 1,388.00 |
| 32942 | Chiller System Scheduled Maintenance | 101-265-934.00 | 1,135.00 | 1,135.00 |
| TOTAL VENDOR MECHANICAL TECHNOLOGIES, INC. | | | | 2,523.00 |
| VENDOR NAME: MENARDS - MARINETTE | | | | |
| 17902 | Operating Supplies | 101-265-755.00 | 31.14 | 31.14 |
| 17544 | Park Supplies | 208-751-756.01 | 34.99 | 34.99 |
| 17545 | Operating Supplies | 101-265-755.00 | 85.29 | 85.29 |
| TOTAL VENDOR MENARDS - MARINETTE | | | | 151.42 |
| VENDOR NAME: MILLERS ACTION OFFICE SUPPLY I | | | | |
| 0157374-001 | Disinfecting Wipes (911) | 266-325-755.00 | 77.58 | 77.58 |
| 0157288-001 | Office Supplies (Circuit/Clerk) | 101-131-727.00 | 14.64 | 33.18 |
| | | 101-215-727.00 | 18.54 | |
| 0157251-001 | Office Supplies (Family/Probate) | 101-148-727.00 | 24.33 | 48.67 |
| | | 101-132-727.00 | 24.34 | |
| 0157517-001 | Office Supplies (Family/Probate) | 101-148-727.00 | 8.97 | 17.94 |
| | | 101-132-727.00 | 8.97 | |
| 0157378-001 | Office Furniture (PA) | 101-267-970.01 | 224.12 | 224.12 |
| 0157380-001 | Office Supplies | 101-301-727.00 | 12.70 | 12.70 |
| 0157651-001 | Office Supplies - Clerks Office | 101-215-727.00 | 128.04 | 128.04 |
| TOTAL VENDOR MILLERS ACTION OFFICE SUPPLY I | | | | 542.23 |
| VENDOR NAME: NEGRO, MARI | | | | |
| Board of Canvassers | Per Diem & Mileage (Recount) | 101-192-705.00 | 50.00 | 78.75 |
| | | 101-192-860.00 | 28.75 | |
| TOTAL VENDOR NEGRO, MARI | | | | 78.75 |
| VENDOR NAME: NUTT, MICHAEL | | | | |
| August 2020 | Crisis Intervention | 292-668-801.00 | 670.00 | 670.00 |

CHIEF FISCAL OFFICER
 MENOMINEE COUNTY MICHIGAN

SEP 02 2020 *JS*

| INVOICE NUMBER | DESCRIPTION | DISTRIBUTIONS | AMOUNTS | AMOUNT |
|---|-------------------------------------|----------------|----------|----------|
| VENDOR NAME: NUTT, MICHAEL | | | | 670.00 |
| TOTAL VENDOR NUTT, MICHAEL | | | | |
| VENDOR NAME: OFFICE DEPOT, INC. | | | | |
| 117020851001 | Office Supplies (M. Nutt) | 292-664-727.00 | 355.43 | 355.43 |
| 117338742001 | Office Supplies - ROD | 101-268-727.00 | 14.88 | 14.88 |
| 114767161001 | Office Supplies (District) | 101-136-727.00 | 102.35 | 102.35 |
| 117216834001 | Office Supplies - ROD | 101-268-727.00 | 137.42 | 137.42 |
| TOTAL VENDOR OFFICE DEPOT, INC. | | | | 610.08 |
| VENDOR NAME: PAIDL'S TRUE VALUE HARDWARE | | | | |
| 150008 | Park Supplies | 208-751-930.03 | 12.99 | 1,699.18 |
| | | 208-751-930.03 | 38.97 | |
| | | 208-751-742.00 | 16.99 | |
| | | 208-751-930.03 | 45.48 | |
| | | 208-751-755.02 | 11.78 | |
| | | 208-751-742.00 | 9.99 | |
| | | 208-751-742.00 | 98.99 | |
| | | 208-751-930.03 | 13.99 | |
| | | 208-751-742.00 | 18.57 | |
| | | 208-751-930.03 | 18.99 | |
| | | 208-751-755.01 | 945.00 | |
| | | 208-751-755.02 | 37.26 | |
| | | 208-751-930.03 | 430.18 | |
| TOTAL VENDOR PAIDL'S TRUE VALUE HARDWARE | | | | |
| VENDOR NAME: PAN-O-GOLD BAKING CO. | | | | |
| 40068320234003 | Inmate Supplies | 101-301-770.00 | 10.88 | 84.00 |
| 40068320227004 | Inmate Supplies | 101-301-770.00 | 84.00 | |
| TOTAL VENDOR PAN-O-GOLD BAKING CO. | | | | 94.88 |
| VENDOR NAME: PETERSON, RICHARD | | | | |
| Board of Canvassers | Per Diem & Mileage (Recount) | 101-192-705.00 | 50.00 | 68.98 |
| | | 101-192-860.00 | 18.98 | |
| TOTAL VENDOR PETERSON, RICHARD | | | | 68.98 |
| VENDOR NAME: PHDM | | | | |
| 14353 | Annual Campground Specton (Kleinke) | 208-751-755.08 | 190.00 | 190.00 |
| TOTAL VENDOR PHDM | | | | 190.00 |
| VENDOR NAME: PHILIPPS, RANDALL | | | | |
| une 2020 | Court Appoint Legal (Show Case) | 101-131-807.00 | 1,000.00 | 1,500.00 |
| | | 101-132-807.00 | 500.00 | |
| uly 2020 | Court Appoint Legal (Show Case) | 101-131-807.00 | 1,000.00 | 1,500.00 |
| | | 101-132-807.00 | 500.00 | |
| ugust 2020 | Court Appoint Legal (Show Case) | 101-131-807.00 | 1,000.00 | 1,500.00 |
| | | 101-132-807.00 | 500.00 | |
| TOTAL VENDOR PHILIPPS, RANDALL | | | | 4,500.00 |
| VENDOR NAME: PLASTOCON, INC | | | | |
| 02348 | Inmate Supplies | 101-301-770.00 | 421.74 | 421.74 |
| TOTAL VENDOR PLASTOCON, INC | | | | 421.74 |
| VENDOR NAME: PLUTCHAK FAB, LLC | | | | |
| 1739 | Shop Labor to Drill Hole | 216-585-981.00 | 37.50 | 37.50 |
| TOTAL VENDOR PLUTCHAK FAB, LLC | | | | 37.50 |
| VENDOR NAME: QUALITY RECORDING SOLUTIONS, LLC | | | | |
| 1286 | Annual Service Agreement | 266-325-934.02 | 1,000.00 | 1,000.00 |

CHIEF FISCAL OFFICER
 MENOMINEE COUNTY MICHIGAN

APPROVED

SEP 02 2020

CHIEF FISCAL OFFICER
 MENOMINEE COUNTY MICHIGAN

| INVOICE NUMBER | DESCRIPTION | DISTRIBUTIONS | AMOUNTS | AMOUNT |
|--|--|----------------|----------|----------|
| VENDOR NAME: QUALITY RECORDING SOLUTIONS, LLC TOTAL VENDOR QUALITY RECORDING SOLUTIONS, LLC | | | | 1,000.00 |
| VENDOR NAME: QUILL CORPORATION | | | | |
| 9765212 | Office Supplies (PA's Office) | 101-267-727.00 | 23.00 | 23.00 |
| 9779469 | Office Supplies (PA's Office) | 101-267-727.00 | 34.56 | 34.56 |
| TOTAL VENDOR QUILL CORPORATION | | | | 57.56 |
| VENDOR NAME: REINHART FOODSERVICE | | | | |
| 175229 | Inmate Supplies | 101-301-770.00 | 1,037.25 | 1,037.25 |
| 191093 | Inmate Supplies | 101-301-770.00 | 954.92 | 954.92 |
| 195218 | Inmate Supplies | 101-301-770.00 | 415.20 | 415.20 |
| TOTAL VENDOR REINHART FOODSERVICE | | | | 2,407.37 |
| VENDOR NAME: RIESTERER & SCHNELL, INC. | | | | |
| 1837470 | Park Supplies | 208-751-930.02 | 230.00 | 230.00 |
| TOTAL VENDOR RIESTERER & SCHNELL, INC. | | | | 230.00 |
| VENDOR NAME: SAM'S CLUB MC/SYNCB | | | | |
| Credit Card | Sheriff Department | 101-301-742.00 | 69.80 | 806.49 |
| | | 101-301-745.00 | 118.72 | |
| | | 101-301-770.00 | 574.77 | |
| | | 101-301-860.00 | 43.20 | |
| TOTAL VENDOR SAM'S CLUB MC/SYNCB | | | | 806.49 |
| VENDOR NAME: SCHEI, LARRY | | | | |
| Reimbursement | Mileage - August 2020 | 101-101-860.00 | 18.40 | 18.40 |
| TOTAL VENDOR SCHEI, LARRY | | | | 18.40 |
| VENDOR NAME: SEABORG, SARA D. | | | | |
| July 2020 | CAFA | 260-266-801.01 | 1,050.00 | 2,550.00 |
| | | 260-266-801.02 | 1,500.00 | |
| TOTAL VENDOR SEABORG, SARA D. | | | | 2,550.00 |
| VENDOR NAME: SHERWIN WILLIAMS COMPANY | | | | |
| 0969-8 | Jail Exterior Paint (x2) | 101-265-930.01 | 66.12 | 66.12 |
| TOTAL VENDOR SHERWIN WILLIAMS COMPANY | | | | 66.12 |
| VENDOR NAME: STATE OF MICHIGAN | | | | |
| HP2-0NZX-DBCZG | Joint Permit Application | 208-751-755.08 | 50.00 | 50.00 |
| TOTAL VENDOR STATE OF MICHIGAN | | | | 50.00 |
| VENDOR NAME: STERICYCLE, INC. | | | | |
| 4009567085 | Training & Operating Supplies | 101-301-755.00 | 17.86 | 93.03 |
| | | 101-301-881.00 | 75.17 | |
| TOTAL VENDOR STERICYCLE, INC. | | | | 93.03 |
| VENDOR NAME: SUCCESS COMMUNICATIONS, INC. | | | | |
| 4455 | Beginning Dispatch School - J. Bastien | 266-325-881.01 | 797.00 | 797.00 |
| TOTAL VENDOR SUCCESS COMMUNICATIONS, INC. | | | | 797.00 |
| VENDOR NAME: THE FIRST NATIONAL BANK&TRUST | | | | |
| Service Charge | FOC - August 2020 | 101-141-817.00 | 33.00 | 33.00 |
| Service Charge | FOC - July 2020 | 101-141-817.00 | 32.60 | 32.60 |
| TOTAL VENDOR THE FIRST NATIONAL BANK&TRUST | | | | 65.60 |
| VENDOR NAME: THE PUBLIC SAFETY GROUP | | | | |
| 5578 | Reference Manuals (911) | 266-325-860.00 | 249.00 | 249.00 |
| TOTAL VENDOR THE PUBLIC SAFETY GROUP | | | | 249.00 |
| VENDOR NAME: UNIFORM SHOPPE | | | | |
| 301390 | Uniform Allowance - M. Scheriff | 205-315-745.00 | 803.65 | 803.65 |
| 301394 | Uniform Allowance - D. Robinette | 205-315-745.00 | 274.75 | 274.75 |

APPROVED

SEP 02 2020 *AD*

| INVOICE NUMBER | DESCRIPTION | DISTRIBUTIONS | AMOUNTS | AMOUNT |
|---|-------------------------------------|----------------|----------|-----------|
| VENDOR NAME: UNIFORM SHOPPE | | | | |
| 301443 | Uniform Allowance - D. Robinette | 205-315-745.00 | 760.00 | 760.00 |
| 301444 | Uniform Allowance - J. Bianga | 205-315-745.00 | 760.00 | 760.00 |
| 301736 | Uniform Allowance - A. Giese | 101-301-745.00 | 79.90 | 79.90 |
| TOTAL VENDOR UNIFORM SHOPPE | | | | 2,678.30 |
| VENDOR NAME: VISA | | | | |
| Credit Card | Airport | 216-585-755.02 | 135.94 | 233.94 |
| | | 216-585-755.02 | 30.59 | |
| | | 216-585-742.00 | 67.41 | |
| TOTAL VENDOR VISA | | | | 233.94 |
| VENDOR NAME: VOGLER, MICHAEL | | | | |
| 15-3756-56 | Court Appointed Legal - T. Granius | 101-131-807.00 | 1,149.82 | 1,149.82 |
| TOTAL VENDOR VOGLER, MICHAEL | | | | 1,149.82 |
| VENDOR NAME: WEYERS EQUIPMENT, INC. | | | | |
| 01-144862 | Airport Supplies (Rotary Mower) | 216-585-981.00 | 224.21 | 224.21 |
| TOTAL VENDOR WEYERS EQUIPMENT, INC. | | | | 224.21 |
| VENDOR NAME: WHITE WATER ASSOCIATES, INC. | | | | |
| 170824 | Water Analysis | 208-751-920.00 | 17.00 | 17.00 |
| 170885 | Water Analysis | 208-751-920.00 | 17.00 | 17.00 |
| TOTAL VENDOR WHITE WATER ASSOCIATES, INC. | | | | 34.00 |
| VENDOR NAME: WHITE, JESSICA | | | | |
| Reimbursement | Subway Platter for Recount at Annex | 101-192-860.00 | 97.53 | 97.53 |
| TOTAL VENDOR WHITE, JESSICA | | | | 97.53 |
| VENDOR NAME: WIL-KIL PEST CONTROL | | | | |
| 3973255 | Health Department | 101-265-801.00 | 35.00 | 35.00 |
| 3969611 | Annex | 101-265-801.00 | 35.00 | 35.00 |
| 3969610 | Library | 101-265-801.00 | 35.00 | 35.00 |
| 3969544 | Jail & Courthouse | 101-265-801.00 | 64.50 | 64.50 |
| TOTAL VENDOR WIL-KIL PEST CONTROL | | | | 169.50 |
| VENDOR NAME: WISCONSIN PUBLIC SERVICE | | | | |
| 405249882-00008 | Fishing Museum | 208-751-920.01 | 66.44 | 66.44 |
| 402055840-00001 | Jail | 101-265-920.03 | 3,607.20 | 3,607.20 |
| 402047856-00004 | Courthouse | 101-265-920.04 | 164.04 | 164.04 |
| 403823200-00006 | Airport - Hanger Gate Center | 216-585-920.03 | 28.45 | 28.45 |
| 405249882-0005 | Parks | 208-751-920.01 | 201.19 | 201.19 |
| 402047856-00006 | Stoney Point Street Lighting | 208-751-920.01 | 43.58 | 43.58 |
| 402191663-00001 | Health Care Center | 101-265-920.03 | 212.01 | 221.90 |
| | | 101-265-920.04 | 9.89 | |
| TOTAL VENDOR WISCONSIN PUBLIC SERVICE | | | | 4,332.80 |
| VENDOR NAME: XEROX CORPORATION | | | | |
| 11123686 | Probation/Parole | 101-131-942.00 | 80.98 | 80.98 |
| 11123687 | Road Patrol | 205-315-727.00 | 29.13 | 29.13 |
| TOTAL VENDOR XEROX CORPORATION | | | | 110.11 |
| RAND TOTAL: | | | | 50,445.04 |

APPROVED

SEP 02 2020

CHIEF FISCAL OFFICER
MENOMINEE COUNTY MICHIGAN

MS

| INVOICE NUMBER | DESCRIPTION | DISTRIBUTIONS | AMOUNTS | AMOUNT |
|---|--------------------------------|----------------|---------|----------|
| VENDOR NAME: AT&T - CAROL STREAM, IL | | | | |
| 906498225308 | Library - Telephone Services | 271-790-850.00 | 50.21 | 50.21 |
| TOTAL VENDOR AT&T - CAROL STREAM, IL | | | | 50.21 |
| VENDOR NAME: CITY OF STEPHENSON | | | | |
| 705 | Library - Electric/Water/Sewer | 271-790-920.00 | 666.81 | 666.81 |
| TOTAL VENDOR CITY OF STEPHENSON | | | | 666.81 |
| VENDOR NAME: MILLERS ACTION OFFICE SUPPLY I | | | | |
| 0157312-001 | Library - CARES Grant Supplies | 271-790-727.05 | 792.90 | 792.90 |
| TOTAL VENDOR MILLERS ACTION OFFICE SUPPLY I | | | | 792.90 |
| GRAND TOTAL: | | | | 1,509.92 |

MENOMINEE COUNTY BOARD OF COMMISSIONERS AGENDA ITEM

| | |
|--|---|
| SUBJECT: | Miscellaneous Boards/Committees/Commission Reports |
| DEPARTMENT: | Administration |
| ATTACHMENTS: | Yes |
| SUMMARY: | |
| Miscellaneous boards and committee meeting minutes/reports are received as they are approved. The county board is to review miscellaneous minutes/reports. | |
| RECOMMENDED MOTION | |
| Motion to approve miscellaneous boards/committees/commissioner reports to be placed on file in the Office of the County Clerk. | |

Submitted by: Jason Carviou

09/18/2020
Date

WORKSHOP ACTION

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

COUNTY BOARD ACTION

DATE:

| | |
|--|---|
| | Approved |
| | Disapproved |
| | Approved with the following change(s): |

MENOMINEE COUNTY BUILDING CODE DEPARTMENT

S904 US HIGHWAY 41 STEPHENSON, MI 49887

PHONE: 906-753-6343 www.menomineecounty.com FAX:906-753-2200

MONTHLY BUILDING PERMIT REPORT

09/01/2020

| PERMIT# | DATE ISSUED | OWNER | ADDRESS | TWP. | PERMIT FEE |
|-----------|----------------|----------------------------------|------------------------|-----------------|----------------|
| P13985-20 | 08/13/20 | BOB SMITH TREE FARM | LACOUNT RD/LABELLE RD | DAGGETT TWP. | \$546.10 |
| Work : | 1.NEW BUILDING | new home and garage | | | 013-220-013-00 |
| P14012-20 | 08/18/20 | ZELM ALLISON N | N6525 US HWY 41 | MELLEN TWP. | \$114.60 |
| Work : | 3.GARAGE | 18 x 22 metal shed | | | 009-110-018-75 |
| P14014-20 | 08/03/20 | HECKEL DANIEL & PATTIE | W7247 3 LN | MENOMINEE TWP. | \$267.00 |
| Work : | 3.GARAGE | 40 x 48 garage | | | 010-018-012-00 |
| P14015-20 | 08/03/20 | SMITH SHAWN D & KELLIE M | W1854 CO RD 380 | GOURLEY TWP. | \$347.00 |
| Work : | 3.GARAGE | 40 x 60 pole barn | | | 004-008-003-00 |
| P14016-20 | 08/13/20 | TRIVANOVIC MILE | 214 N FRENCHTOWN RD | DAGGETT TWP. | \$136.60 |
| Work : | 3.GARAGE | 22 x 28 garage | | | 041-735-043-00 |
| P14017-20 | 08/05/20 | DAVIS JACOB | N2622 RANGELINE DR M-1 | INGALLSTON TWP. | \$220.60 |
| Work : | 2.ADDITION | 28 x 26 addition | | | 007-331-011-00 |
| P14018-20 | 08/06/20 | FREDRICK DAWSON & TONNA | N17511 ORO RD H-5 | SPALDING TWP. | \$175.80 |
| Work : | 3.GARAGE | 28 x 36 cold storage garage | | | 013-326-005-00 |
| P14019-20 | 08/10/20 | RYCZEK STANISLAW & JOLANTA | W3596 WERY RD | STEPHENSON TWP. | \$164.60 |
| Work : | 3.GARAGE | 28 x 32 garage | | | 014-015-013-00 |
| P14020-20 | 08/10/20 | GAGNON WARREN L & GLORIA | CO RD 388 | MEYER TWP. | \$255.00 |
| Work : | 3.GARAGE | 30 x 60 garage | | | 011-007-001-75 |
| P14021-20 | 08/13/20 | BURIE MICHAEL & SHARON | N5523 CO RD 581 | MELLEN TWP. | \$235.00 |
| Work : | 3.GARAGE | 40 x 40 garage | | | 009-129-008-00 |
| P14022-20 | 08/18/20 | ST. JOHN REAL ESTATE CO | FOX FARM RD | MEYER TWP. | \$719.65 |
| Work : | 1.NEW BUILDING | 60 x 24.5 home, garage and decks | | | 011-021-004-00 |
| P14023-20 | 08/13/20 | JURRENS JEFFERY J & DEBRA L | W301 G-30 RD | HARRIS TWP. | \$247.80 |
| Work : | 3.GARAGE | 36 x 48 garage | | | 005-112-015-00 |

| | | | | | |
|------------------|----------------|------------------------------|----------------------------|-----------------|----------------|
| P14024-20 | 08/13/20 | THEORET MICHAEL J | N21681 N GABER RD | HARRIS TWP. | \$299.00 |
| Work : | 3.GARAGE | 40x 60 garage | | | 005-331-011-00 |
| P14026-20 | 08/19/20 | TAUSCHER JOHN F & HEATHER P | W5014 CO RD 358 | DAGGETT TWP. | \$257.40 |
| Work : | 4.MANUFACTURED | 16x 78 mobile home | | | 002-336-022-00 |
| P14027-20 | 08/19/20 | GUSTAFSON RUSSEL L | N16515 GUSTAFSON RD V-4 | FAITHORN TWP. | \$113.40 |
| Work : | 3.GARAGE | 16 x 24 garage | | | 003-204-010-00 |
| P14029-20 | 08/27/20 | HENDRICK JAMES & JULIE | N461 E FAIRLAND CIR | MENOMINEE TWP. | \$175.80 |
| Work : | 3.GARAGE | 24 X 42 PRE FAB SHED | | | 010-440-045-00 |
| P14031-20 | 08/27/20 | LADD DAVID G & LADD DANIEL G | N2801 LOST LN L-1 | INGALLSTON TWP. | \$219.00 |
| Work : | 3.GARAGE | 30x48 garage | | | 007-331-004-00 |

| | |
|----------------------|-------------------|
| Total Permits | 17 |
| Total Fees | \$4,494.35 |

MENOMINEE COUNTY LIBRARY BOARD
Minutes Meeting August 5, 2020

Approved: September 2, 2020

C. Peterson called the Meeting of the Menominee County Library Board to order at 4:00 PM on Wednesday August 5, 2020.

Present: C. Peterson, M. Fagan, A. Rivard, J. Slavick and Commissioner J. Hafeman.
Absent A. Rock

A. Rivard moved to approve the agenda, support by M. Fagan. Motion carried.

Public Participation: No public present.

M. Fagan moved to approve the minutes from the July 1, 2020 Library Board Meeting, support by A. Rivard. Motion carried.

M. Fagan moved to approve the June and July Financial Reports, support by A. Rivard. Motion carried.

C. Peterson moved to approve the July bills, support by M. Fagan. Motion carried.

Director's Report

The State wide masking order had a bit of a rough start, but now patrons are being compliant. The Hermansville Branch continues to remain closed and starting last week we could no longer go through the building to reach the library. We are continuing with extra trips with the Bookmobile and contacting Hermansville Branch patrons directly. State wide interloan will restart in August for libraries that are open and ready to share resources. Our summer reading program, "Stay Engaged", with take and make crafts has been well received. We plan to continue this program as long as it is needed.

We were awarded two CARES grants. \$1,100 for PPE supplies to purchase hand sanitizer and touchless dispensers. \$3,000 for Digital Inclusion which we will use for expenses related to Wi-Fi hotspots with the BIG DREAM project. I will be talking with Cedarville township officials this month and will make appointments with the rest of the townships and share information with the County Commissioners. The Friends are holding their 6 Book Sale in the bookmobile garage to allow for social distancing. This sale will run for another couple of weeks.

One of the big issues for patrons this month has been navigating the Secretary of State website. In person library visits are down compared to last year, though circulation/check out numbers are actually a bit higher. We had 10 new patron registrations this month.

Commissioner's Report

Commissioner Hafeman noted that the county is working on cell towers for 911. Well wishes are extended to Jason Carviou and his wife, on the birth of their daughter Jenna. The budget process for 2020/21 fiscal year is almost complete.

New Business:

- A. A. Rivard moved to approve the Mission Statement, support by M. Fagan. Motion carried.
- B. M. Fagan moved to approve the Public Relations policy, support by A. Rivard. Motion carried.

Director Winnicki shared an outline for drafting the Library Strategic Plan. If there are any additions or comments please let M. Fagan or A. Winnicki know soon. An update will be shared at the September Library Board meeting.

Public Participation: No public present.

As there was no further business, M. Fagan moved to adjourn the meeting, support by A. Rivard. Motion carried. Meeting adjourned at 4:35 PM.

Submitted by: Amanda Winnicki, Library Director

MENOMINEE COUNTY BOARD OF COMMISSIONERS DISCUSSION ITEM

| | |
|---|---|
| SUBJECT: | Resolution 2020-7-Establishing an Agreement Between Menominee County and the Wild Rivers Invasive Species Coalition for the Storage of Equipment at Shakey Lakes Park. |
| DEPARTMENT: | Parks/Administration |
| ATTACHMENTS: | Yes |
| SUMMARY: | |
| <p>This resolution is in ref to WRISC storing their portable boat wash stations in the Parks Fair Building through the winter months, free of charge. In return, WRISC will provide education/boat washing and why it's important to keep invasive species out of our waters.</p> | |
| RECOMMENDED MOTION | |
| | |

Submitted by: Jason Carviou

09/18/2020
Date

WORKSHOP ACTION

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

COUNTY BOARD ACTION

DATE:

| | |
|--|---|
| | Approved |
| | Disapproved |
| | Approved with the following change(s): |
| | |

“Menominee County – Where the Best of Michigan Begins”

MENOMINEE COUNTY BOARD OF COMMISSIONERS

*Menominee County Courthouse
839 10th Avenue
Menominee, MI 49858
www.menomineecounty.com*

*Jason Carviou – County Administrator
Sherry DuPont – Administrative Assistant
Telephone: (906) 863-7779 or 863-9648
Fax: (906) 863-8839*

RESOLUTION – 2020-27

RESOLUTION ESTABLISHING AN AGREEMENT BETWEEN MENOMINEE COUNTY AND THE WILD RIVERS INVASIVE SPECIES COALITION FOR THE STORAGE OF EQUIPMENT AT SHAKEY LAKES PARK

WHEREAS, Wild Rivers Invasive Species Coalition (WRISC) has several portable boat wash stations that are available for use in Menominee County through the Clean Boats, Clean Water program; and

WHEREAS, the Menominee County Parks provide ideal locations to demonstrate the use of this equipment and educate the public regarding the importance of preventing the spread of invasive species by washing boats and equipment used in one body of water before using that same equipment in a different body of water; and

WHEREAS, this public education is essential to stopping the spread of invasive species in Menominee County; and

WHEREAS, there is no cost to Menominee County for WRISC providing the boat washes and educational experience; and

WHEREAS, WRISC is willing to provide this educational opportunity on the Saturday of Free Fishing weekend in Michigan (mid-June); one day the week of the fourth of July; and an additional day in late August at Shakey Lakes Park; and

WHEREAS, WRISC is in need of storage during the winter months for the boat wash stations; and there is space available for the small units in the Shakey Lakes Park Fair Building; and

WHEREAS, WRISC agrees to hold Menominee County harmless in the event there is any incidental or accidental damage to their equipment being stored at the Shakey Lakes Park Fair Building.

MENOMINEE COUNTY BOARD OF COMMISSIONERS DISCUSSION ITEM

| | |
|--|--|
| SUBJECT: | Commissioner Per Diems & Expenses |
| DEPARTMENT: | Administration |
| ATTACHMENTS: | Yes |
| SUMMARY: | |
| Discussion of Commissioner Per Diems & Expenses as recently submitted for payment. | |
| RECOMMENDED MOTION | |
| | |

Submitted by: Jason Carviou

09/18/2020
Date

WORKSHOP ACTION

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

COUNTY BOARD ACTION

DATE:

| | |
|--|---|
| | Approved |
| | Disapproved |
| | Approved with the following change(s): |
| | |

Reimbursement

RECEIVED
SEP 08
AD

Mileage: .575 cents/mile ~ effective 01 January 2020

- *Meals: Breakfast - \$9.00
- Lunch - \$11.00
- Dinner - \$20.00

- *must attach receipt for reimbursement
- *meals provided by conference will NOT be reimbursed

Name: Jan Hafeman ~ District 8

| Date | Meeting Place | # of miles | X .575/mile | Total Cost | Account Number |
|---------|--------------------------|------------|--------------------------|--------------------------|-------------------|
| 8/5/20 | Library-Stephenson | 34 | | 19.55 | 101-101-860 |
| 8/11/20 | Co Bd-Menominee | 76 | | 43.70 | 101-101-860 |
| 8/17/20 | Co Bd Finance- Menominee | 76 | | 43.70 | 101-101-860 |
| 8/25/20 | Co Bd- Menominee | 76 | | 43.70 | 101-101-860 |
| | | | | | 101-101-860 |
| | | | | | 101-101-860 |
| | | | | | 101-101-860 |
| | | | | | 101-101-860 |
| | | | | | 101-101-860 |
| | | | | | 101-101-860 |
| | | | | | 101-101-860 |
| | | | | | 101-101-860 |
| | | | | | 101-101-860 |
| | | | Total Mileage | 150.65 | |
| | | | | Total Mileage Fee | 150.65 |

Expenses shall be submitted to the County Administrator's office by the last day of the following month, or be forfeited. Send to 839 10th Ave., Menominee MI 49858.

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

9/5/20

Date

MENOMINEE COUNTY BOARD OF COMMISSIONERS DISCUSSION ITEM

| | |
|--|----------------------------|
| SUBJECT: | Miscellaneous Bills |
| DEPARTMENT: | Administration |
| ATTACHMENTS: | Yes |
| SUMMARY: | |
| Review miscellaneous bills paid on September 8, 10, & 17, 2020 in the combined amount of \$67,331.65 | |
| RECOMMENDED MOTION: | |
| | |

Submitted by: Jason Carviou

09/18/2020
Date

WORKSHOP ACTION

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

COUNTY BOARD ACTION

DATE:

| | |
|--|---|
| | Approved |
| | Disapproved |
| | Approved with the following change(s): |
| | |

Miscellaneous Bills Account Number List

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
101-228 Computer Technology
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
206 Sheriff Work Van
208 County Parks
215 Friend of Court
216 Menominee Regional Airport
220 Park Improvements
243 Remonumentation
249 Building Code
256 ROD - Automation Fund
260 MI Indigent Defense Attorneys
263 Concealed Pistol Licensing
264 Local Corrections Officers Training
265 Drug Law Enforcement Forfeiture
266 E-911
269 Law Library
271 County Library
274 Comm.Dev.BlockGrant - MSHDA
277 LEPC
280 Inmate Canteen fund
281 K-9
282 Justice Training
285 Senior Citizens
289 SOM Salvage Vehicle Title Inspections
292 Child Care
292 Special Child Care Funds
294 Veterans' Service Fund Grant
296 Juvenile Diversion Child Care
401 3-Way Road
516 DTRF-Delinquent Tax Revolving Fund
517 DTRF-PA 123 Foreclosure

APPROVED

SEP 08 2020

AS

| INVOICE NUMBER | DESCRIPTION | DISTRIBUTIONS | AMOUNTS | AMOUNT |
|---------------------------------|------------------------------|----------------|---------|--------|
| VENDOR NAME: PETERSON, CHARLENE | | | | |
| Reimbursement | Mileage - Library Board | 271-790-860.02 | 39.10 | 39.10 |
| TOTAL VENDOR PETERSON, CHARLENE | | | | 39.10 |
| VENDOR NAME: READERS DIGEST | | | | |
| Renewal | Library Subscription | 271-790-982.00 | 20.00 | 20.00 |
| TOTAL VENDOR READERS DIGEST | | | | 20.00 |
| VENDOR NAME: UWC | | | | |
| 9067536923 | Telephone Services - Library | 271-790-850.00 | 8.00 | 8.00 |
| TOTAL VENDOR UWC | | | | 8.00 |
| GRAND TOTAL: | | | | 67.10 |

CHIEF FISCAL OFFICER
MENOMINEE COUNTY MICHIGAN

APPROVED

SEP 10 2020

CHIEF FISCAL OFFICER
 MENOMINEE COUNTY MICHIGAN

| INVOICE NUMBER | DESCRIPTION | DISTRIBUTIONS | AMOUNTS | AMOUNT |
|--|---------------------------------------|----------------|----------|----------|
| VENDOR NAME: ALGER-DELTA COOPERATIVE ASSOCI | | | | |
| 94401 | W5805 Tower Road | 266-325-976.00 | 76.10 | 76.10 |
| 367100 | N8390 Beach House | 208-751-920.01 | 49.79 | 49.79 |
| 367200 | Northwest Campsites | 208-751-920.01 | 1,761.56 | 1,761.56 |
| 369802 | W8449 Co Rd G12 Campsites | 208-751-920.01 | 603.25 | 603.25 |
| 370500 | Shakey Lakes Office/Shop | 208-751-920.01 | 137.02 | 137.02 |
| 379700 | Shakey Lakes Storage Shed | 208-751-920.01 | 138.73 | 138.73 |
| 380300 | Shower Building | 208-751-920.01 | 103.89 | 103.89 |
| 383001 | Shakey Lakes Park/Horse | 208-751-920.01 | 29.21 | 29.21 |
| 383101 | Bass Lake Camp Sites | 208-751-920.01 | 223.69 | 223.69 |
| 383200 | N8380 Co Park Rd 20.5 | 208-751-920.01 | 1,246.37 | 1,246.37 |
| 383301 | Shakey Lakes Park/Cattle | 208-751-920.01 | 781.85 | 781.85 |
| 1503500 | N8380 Co Park Rd 20.5 | 208-751-920.01 | 699.53 | 699.53 |
| 1614900 | Bath House | 208-751-920.01 | 88.30 | 88.30 |
| TOTAL VENDOR ALGER-DELTA COOPERATIVE ASSOCI | | | | 5,939.29 |
| VENDOR NAME: ANDERSON, JEREMY M. (AIRPORT) | | | | |
| Reimbursement | Uniform Allowance | 216-585-745.00 | 352.00 | 352.00 |
| TOTAL VENDOR ANDERSON, JEREMY M. (AIRPORT) | | | | 352.00 |
| VENDOR NAME: AT&T - CAROL STREAM, IL | | | | |
| 906753220909 | Telephone Services - Annex | 101-228-850.00 | 260.42 | 260.42 |
| 906753458209 | Telephone Services - Shakey Lakes | 208-751-850.00 | 60.26 | 60.26 |
| TOTAL VENDOR AT&T - CAROL STREAM, IL | | | | 320.68 |
| VENDOR NAME: AUTOMATED CONFIRMATIONS, LLC | | | | |
| 20111514 | Automated Certified Mail Transactions | 516-253-727.00 | 400.00 | 1,365.00 |
| | | 517-252-727.00 | 965.00 | |
| TOTAL VENDOR AUTOMATED CONFIRMATIONS, LLC | | | | 1,365.00 |
| VENDOR NAME: CITY OF MENOMINEE | | | | |
| 5177 | Gasoline Sales - June 2020 | 101-172-860.00 | 8.89 | 252.32 |
| | | 101-265-742.00 | 243.43 | |
| 5186 | Gasoline Sales - July 2020 | 101-265-742.00 | 203.64 | 203.64 |
| TOTAL VENDOR CITY OF MENOMINEE | | | | 455.96 |
| VENDOR NAME: CLOVERLAND PAPER CO | | | | |
| 122990 | Janitorial Supplies (Courthouse) | 101-265-755.01 | 249.77 | 249.77 |
| 122988 | Janitorial Supplies (Annex) | 101-265-755.01 | 39.01 | 39.01 |
| 122987 | Janitorial Supplies (Library) | 101-265-755.01 | 80.53 | 80.53 |
| TOTAL VENDOR CLOVERLAND PAPER CO | | | | 369.31 |
| VENDOR NAME: COOPER, OFFICE EQUIPMENT | | | | |
| 179252 | Contract # 2997-01 (Veterans Svcs) | 101-682-801.00 | 313.47 | 313.47 |
| 179251 | Contract # 2418-01 (Annex) | 101-228-931.00 | 567.00 | 567.00 |
| TOTAL VENDOR COOPER OFFICE EQUIPMENT | | | | 880.47 |
| VENDOR NAME: DICKEY, TODD | | | | |
| 20-071-MI | Court Appointed (T. Grant) | 101-148-807.00 | 285.00 | 285.00 |
| TOTAL VENDOR DICKEY, TODD | | | | 285.00 |
| VENDOR NAME: DOBIAS, MARK | | | | |
| 2020-069-MI | Court Appointed Legal (B. Wery) | 101-148-807.00 | 150.00 | 150.00 |
| TOTAL VENDOR DOBIAS, MARK | | | | 150.00 |
| VENDOR NAME: EAGLEHERALD PUBLISHING, LLC | | | | |
| 1406 | Advertising | 101-132-727.00 | 16.44 | 97.57 |
| | | 101-148-727.00 | 16.44 | |
| | | 101-101-901.00 | 64.69 | |
| TOTAL VENDOR EAGLEHERALD PUBLISHING, LLC | | | | 97.57 |
| VENDOR NAME: FURLONG, MICHAEL | | | | |

SEP 10 2020

| INVOICE NUMBER | DESCRIPTION | DISTRIBUTIONS | AMOUNTS | AMOUNT |
|--|-------------|----------------|----------|--|
| VENDOR NAME: FURLONG, MICHAEL Reimbursement Hotel, Bridge, Meals | | | | CHIEF FISCAL OFFICER MENOMINEE COUNTY MICHIGAN 122.31 |
| | | 101-132-860.00 | 61.16 | |
| | | 101-148-860.00 | 61.15 | |
| TOTAL VENDOR FURLONG, MICHAEL | | | | 122.31 |
| VENDOR NAME: HAFEMAN, JAN Reimbursement Mileage - August 2020 | | | | 150.65 |
| | | 101-101-860.00 | 150.65 | |
| TOTAL VENDOR HAFEMAN, JAN | | | | 150.65 |
| VENDOR NAME: K & M RENTALS 10250 Portable Toilet | | | | 95.00 |
| | | 208-751-801.00 | 95.00 | |
| TOTAL VENDOR K & M RENTALS | | | | 95.00 |
| VENDOR NAME: KONOP BEVERAGES 378775 District Court Water | | | | 39.50 |
| | | 101-136-727.00 | 39.50 | |
| TOTAL VENDOR KONOP BEVERAGES | | | | 39.50 |
| VENDOR NAME: LITHOCRAFTERS PRINTING, INC. 105056 Business Cards (M. Dellisse) 105088 Letterhead (FOC) | | | | 96.15 |
| | | 101-682-727.00 | 48.50 | |
| | | 101-141-727.00 | 96.15 | |
| TOTAL VENDOR LITHOCRAFTERS PRINTING, INC. | | | | 144.65 |
| VENDOR NAME: MEKASH, JAMES Reimbursement Janitorial Supplies | | | | 72.63 |
| | | 101-265-755.01 | 72.63 | |
| TOTAL VENDOR MEKASH, JAMES | | | | 72.63 |
| VENDOR NAME: MENARDS - MARINETTE 18204 Operating Supplies | | | | 35.46 |
| | | 101-265-755.00 | 35.46 | |
| TOTAL VENDOR MENARDS - MARINETTE | | | | 35.46 |
| VENDOR NAME: MENOMINEE COUNTY JOURNAL 87 Full Time Legal Secretary 82 Venue Changes 83 Legal Notice/Bids/Shoreline | | | | 80.75 |
| | | 101-267-729.00 | 27.50 | |
| | | 101-101-901.00 | 25.00 | |
| | | 208-751-901.00 | 80.75 | |
| TOTAL VENDOR MENOMINEE COUNTY JOURNAL | | | | 133.25 |
| VENDOR NAME: MENOMINEE INDUSTRIAL SUPPLY 10011620 Airport Supplies | | | | 3.13 |
| | | 216-585-981.00 | 3.13 | |
| TOTAL VENDOR MENOMINEE INDUSTRIAL SUPPLY | | | | 3.13 |
| VENDOR NAME: MILLERS ACTION OFFICE SUPPLY I 0157644 Office Equipment (VA's Office) | | | | 1,981.92 |
| | | 294-683-728.00 | 1,981.92 | |
| TOTAL VENDOR MILLERS ACTION OFFICE SUPPLY I | | | | 1,981.92 |
| VENDOR NAME: NORWAY SPRINGS, INC. 681213 Airport Water & Rental | | | | 31.09 |
| | | 216-585-801.00 | 31.09 | |
| TOTAL VENDOR NORWAY SPRINGS, INC. | | | | 31.09 |
| VENDOR NAME: OFFICE DEPOT, INC. 118711614001 Office Furniture - PA's Office 119315348001 Office Supplies (Admin) 119315346001 Office Supplies (Admin) 119255326002 Office Supplies (Admin) 119255326001 Office Supplies (Admin & Parks) | | | | 52.35 |
| | | 101-267-970.01 | 751.53 | |
| | | 101-172-727.00 | 7.98 | |
| | | 101-172-727.00 | 3.54 | |
| | | 101-172-727.00 | 7.49 | |
| | | 101-172-727.00 | 6.76 | |
| | | 208-751-727.00 | 45.59 | |
| TOTAL VENDOR OFFICE DEPOT, INC. | | | | 822.89 |
| VENDOR NAME: PARRETT, DALE 9/8/20 Wooden Stakes (x55) | | | | 110.00 |
| | | 517-252-801.00 | 110.00 | |
| TOTAL VENDOR PARRETT, DALE | | | | 110.00 |
| VENDOR NAME: PESHTIGO TIMES & TIMES SAVER 001163 Display Ad - Stoney Point | | | | 179.00 |
| | | 101-101-901.00 | 179.00 | |

SEP 10 2020

| INVOICE NUMBER | DESCRIPTION | DISTRIBUTIONS | AMOUNTS | AMOUNT |
|--|--|----------------|---------|-----------|
| VENDOR NAME: PESHTIGO TIMES & TIMES SAVER TOTAL VENDOR PESHTIGO TIMES & TIMES SAVER | | | | 179.00 |
| CHIEF FISCAL OFFICER MENOMINEE COUNTY MICHIGAN | | | | |
| VENDOR NAME: PHDM 44367 | Annual Campground Inspection (Shakey) | 208-751-755.08 | 190.00 | 190.00 |
| TOTAL VENDOR PHDM | | | | 190.00 |
| VENDOR NAME: PRESTIN, DAVID Reimbursement | Mileage - July 2020 | 101-101-860.00 | 27.60 | 27.60 |
| TOTAL VENDOR PRESTIN, DAVID | | | | 27.60 |
| VENDOR NAME: PRINTERSPLUS! 16492 | Window Envelopes - Treasurer's Office | 101-253-727.00 | 150.00 | 150.00 |
| TOTAL VENDOR PRINTERSPLUS! | | | | 150.00 |
| VENDOR NAME: UWC | | | | |
| 9068632023 | Telephone Services (Courthouse) | 101-228-850.00 | 33.84 | 33.84 |
| 9067534582 | Telephone Services (Shakey Lakes) | 208-751-850.00 | 10.15 | 10.15 |
| 9067532209 | Telephone Services (Annex) | 101-228-850.00 | 0.75 | 0.75 |
| 9068634705 | Telephone Services (Dept of Probation) | 101-228-850.00 | 0.12 | 0.12 |
| 9068634441 | Telephone Services (Sheriff's Dept) | 101-228-850.00 | 1.85 | 1.85 |
| TOTAL VENDOR UWC | | | | 46.71 |
| VENDOR NAME: VERIFIED FIRST INV-000273766 | Kevin Reiszwitz | 101-103-755.00 | 81.00 | 81.00 |
| TOTAL VENDOR VERIFIED FIRST | | | | 81.00 |
| VENDOR NAME: WISCONSIN PUBLIC SERVICE | | | | |
| 0403823200-00005 | Airport - Gate Center | 216-585-920.03 | 30.17 | 30.17 |
| 0403823200-00004 | Airport | 216-585-920.00 | 8.56 | 321.65 |
| | | 216-585-920.03 | 151.05 | |
| | | 216-585-920.00 | 11.11 | |
| | | 216-585-920.03 | 141.75 | |
| | | 216-585-920.00 | 9.18 | |
| TOTAL VENDOR WISCONSIN PUBLIC SERVICE | | | | 351.82 |
| VENDOR NAME: WM CORP SVCS INC. AS PAYMENT AGENT | | | | |
| 0073386-2808-9 | Shakey Lakes | 208-751-920.02 | 571.22 | 571.22 |
| 1671619-1856-7 | Courthouse | 101-265-801.00 | 633.45 | 633.45 |
| TOTAL VENDOR WM CORP SVCS INC. AS PAYMENT AGENT | | | | 1,204.67 |
| VENDOR NAME: XEROX CORPORATION 011123686 | Probation/Parole | 101-131-942.00 | 80.98 | 80.98 |
| TOTAL VENDOR XEROX CORPORATION | | | | 80.98 |
| GRAND TOTAL: | | | | 16,269.54 |

APPROVED

SEP 18 2020

AD

| INVOICE NUMBER | DESCRIPTION | DISTRIBUTION | AMOUNTS | AMOUNT |
|--|---|----------------|----------|----------|
| VENDOR NAME: ABILITA | | | | |
| 200907 | Reduction in Costs of AT&T Lines | 101-228-850.00 | 1,741.27 | 1,741.27 |
| TOTAL VENDOR ABILITA | | | | 1,741.27 |
| VENDOR NAME: ASHBY, DAVID | | | | |
| Reimbursement | Uniform Allowance | 205-315-745.00 | 268.79 | 268.79 |
| TOTAL VENDOR ASHBY, DAVID | | | | 268.79 |
| VENDOR NAME: AT&T MOBILITY | | | | |
| 287252150867X0908202 | 906-792-0211 & 906-792-5968 | 101-132-850.00 | 71.48 | 71.48 |
| TOTAL VENDOR AT&T MOBILITY | | | | 71.48 |
| VENDOR NAME: BEAVER MACHINE, INC. | | | | |
| 130603 | Stump Grinder & Valve Kit | 208-751-934.00 | 5,700.00 | 5,700.00 |
| 130604 | Brick Guard Vidnig Forks | 208-751-934.00 | 300.00 | 745.00 |
| | | 101-265-934.00 | 445.00 | |
| TOTAL VENDOR BEAVER MACHINE, INC. | | | | 6,445.00 |
| VENDOR NAME: BIG O'S LUBE AND SERVICE, INC. | | | | |
| 6498 | Vehicle Maintenance - 07 Silverado | 101-265-981.00 | 417.10 | 417.10 |
| 6252 | Vehicle Maintenance - 17 Ford Explorer | 205-315-934.02 | 1,599.29 | 1,599.29 |
| 6504 | Vehicle Maintenance - 19 Ford Intercept | 205-315-934.02 | 133.15 | 133.15 |
| 6506 | Vehicle Maintenance - 19 Ford Intercept | 205-315-934.02 | 38.10 | 38.10 |
| TOTAL VENDOR BIG O'S LUBE AND SERVICE, INC. | | | | 2,187.64 |
| VENDOR NAME: BLUETARP FINANCIAL, INC. | | | | |
| G07602 | Airless Sprayer (RP Cares Supplies) | 205-315-934.05 | 1,020.01 | 1,020.01 |
| TOTAL VENDOR BLUETARP FINANCIAL, INC. | | | | 1,020.01 |
| VENDOR NAME: BORN, DEB | | | | |
| Reimbursement | Camping Refund | 208-751-964.00 | 100.00 | 100.00 |
| TOTAL VENDOR BORN, DEB | | | | 100.00 |
| VENDOR NAME: BP | | | | |
| 58802035 | Gasoline Sales (RP) | 205-315-742.00 | 1,111.22 | 1,111.22 |
| TOTAL VENDOR BP | | | | 1,111.22 |
| VENDOR NAME: BRAZEAU, DAWN | | | | |
| 20-4195-FH | Transcript (C. Barstow) | 101-267-806.00 | 10.50 | 10.50 |
| 20-4195-FH | Transcript (C.M. Barstow) | 101-136-806.00 | 71.75 | 71.75 |
| 20-4149-FH | Transcript (H. J. Figueroa-Rivera) | 101-136-806.00 | 18.80 | 18.80 |
| TOTAL VENDOR BRAZEAU, DAWN | | | | 101.05 |
| VENDOR NAME: CADILLAC FAMILY PHYSICIANS, PC | | | | |
| 85960 | Drug Screen | 101-301-835.00 | 50.00 | 50.00 |
| TOTAL VENDOR CADILLAC FAMILY PHYSICIANS, PC | | | | 50.00 |
| VENDOR NAME: CDW GOVERNMENT | | | | |
| ZZF2783 | PA Docking Stations x3 (MSP Grant) | 101-267-754.00 | 1,703.70 | 1,703.70 |
| 1196107 | Laptops - PA's Office | 101-267-754.00 | 3,118.62 | 3,118.62 |
| TOTAL VENDOR CDW GOVERNMENT | | | | 4,822.32 |
| VENDOR NAME: CELLCOM | | | | |
| 766475 | Cellular Services | 292-663-850.00 | 40.87 | 122.61 |
| | | 292-664-850.00 | 40.87 | |
| | | 292-665-850.00 | 40.87 | |
| 766633 | Cellular Services (Airport) | 216-585-850.00 | 57.54 | 57.54 |
| TOTAL VENDOR CELLCOM | | | | 180.15 |
| VENDOR NAME: CENEX FLEETCARD | | | | |
| 200701 | Gasoline Sales | 101-257-742.00 | 66.46 | 66.46 |
| TOTAL VENDOR CENEX FLEETCARD | | | | 66.46 |
| VENDOR NAME: CITY OF MENOMINEE | | | | |

APPROVED

SEP 18 2020 *JS*

**CHIEF FISCAL OFFICER
 MENOMINEE COUNTY MICHIGAN**

| INVOICE NUMBER | DESCRIPTION | DISTRIBUTION | AMOUNTS | AMOUNT |
|---|----------------------------------|----------------|---------|-----------------|
| VENDOR NAME: CITY OF MENOMINEE | | | | |
| 5180 | RP Gasoline Sales (June 2020) | 205-315-742.00 | 909.28 | 909.28 |
| 5188 | RP Gasoline Sales (July 2020) | 205-315-742.00 | 919.26 | 919.26 |
| TOTAL VENDOR CITY OF MENOMINEE | | | | 1,828.54 |
| VENDOR NAME: CLOVERLAND PAPER CO | | | | |
| 122991 | Inmate Supplies | 101-301-770.00 | 92.04 | 92.04 |
| 123054 | Janitorial Supplies (Courthouse) | 101-265-755.01 | 34.25 | 34.25 |
| 123041 | Janitorial Supplies (Courthouse) | 101-265-755.01 | 30.37 | 30.37 |
| TOTAL VENDOR CLOVERLAND PAPER CO | | | | 156.66 |
| VENDOR NAME: COHL STOKER & TOSKEY P C | | | | |
| 51656 | Legal Services | 101-211-807.00 | 228.00 | 228.00 |
| TOTAL VENDOR COHL STOKER & TOSKEY P C | | | | 228.00 |
| VENDOR NAME: CORE TECHNOLOGY CORPORATION | | | | |
| XT3000336 | Support Assistance | 205-315-970.00 | 212.00 | 212.00 |
| TOTAL VENDOR CORE TECHNOLOGY CORPORATION | | | | 212.00 |
| VENDOR NAME: COUNTRY MILE DOCUMENT DESTRUCTION I | | | | |
| 40614 | Document Shredding (9/10/20) | 101-265-801.00 | 156.32 | 156.32 |
| TOTAL VENDOR COUNTRY MILE DOCUMENT DESTRUCTION I | | | | 156.32 |
| VENDOR NAME: CRETENS, HEIDI L. | | | | |
| Reimbursement | Clothing Allowance | 266-325-745.00 | 125.48 | 125.48 |
| TOTAL VENDOR CRETENS, HEIDI L. | | | | 125.48 |
| VENDOR NAME: DSS CORPORATION | | | | |
| 47472 | Leaning on Demand (x1) | 266-325-881.01 | 99.00 | 99.00 |
| 47492 | Leaning on Demand (x4) | 266-325-881.01 | 495.00 | 495.00 |
| TOTAL VENDOR DSS CORPORATION | | | | 594.00 |
| VENDOR NAME: EAGLEHERALD PUBLISHING, LLC | | | | |
| 1422 | Sheriff Department Advertising | 101-301-755.00 | 230.50 | 230.50 |
| 1406 | CDBG Cares Act Funding | 101-101-901.00 | 31.45 | 31.45 |
| 1406 | 20-21 Proposed Budget | 101-101-901.00 | 82.08 | 82.08 |
| TOTAL VENDOR EAGLEHERALD PUBLISHING, LLC | | | | 344.03 |
| VENDOR NAME: ELECTIONSOURCE | | | | |
| 20-53545 | Precint Kits | 101-262-727.00 | 896.69 | 896.69 |
| TOTAL VENDOR ELECTIONSOURCE | | | | 896.69 |
| VENDOR NAME: FOND DU LAC COUNTY TREASURER | | | | |
| 20100211 | Diagnostic (M. Williamson) | 101-648-836.00 | 57.10 | 57.10 |
| 20100245 | Toxicology (M. Williamson) | 101-648-836.00 | 210.00 | 210.00 |
| TOTAL VENDOR FOND DU LAC COUNTY TREASURER | | | | 267.10 |
| VENDOR NAME: FURLONG, MICHAEL | | | | |
| Reimbursement | Bridge Fare | 101-132-860.00 | 2.00 | 4.00 |
| | | 101-148-860.00 | 2.00 | |
| TOTAL VENDOR FURLONG, MICHAEL | | | | 4.00 |
| VENDOR NAME: GREAT AMERICAN DISPOSAL CO THE | | | | |
| 09102475 | Airport | 216-585-801.00 | 48.00 | 48.00 |
| 09142950 | Annex | 101-261-930.04 | 69.57 | 69.57 |
| TOTAL VENDOR GREAT AMERICAN DISPOSAL CO THE | | | | 117.57 |
| VENDOR NAME: HANSEN, JANE C.W. | | | | |
| August 2020 | CAFA | 260-266-801.01 | 750.00 | 800.00 |
| | | 260-266-801.02 | 50.00 | |
| TOTAL VENDOR HANSEN, JANE C.W. | | | | 800.00 |
| VENDOR NAME: HANSON, JUDI | | | | |
| Reimbursement | Uniform Allowance | 205-315-745.00 | 228.86 | 228.86 |

APPROVED

SEP 18 2020

CHIEF FISCAL OFFICER
 MENOMINEE COUNTY MICHIGAN

| INVOICE NUMBER | DESCRIPTION | DISTRIBUTIONS | AMOUNTS | AMOUNT |
|--|--|----------------------------------|----------------------|-----------------|
| VENDOR NAME: HANSON, JUDI | | | | |
| TOTAL VENDOR HANSON, JUDI | | | | 228.86 |
| VENDOR NAME: HEARTLAND BUSINESS SYSTEMS, LLC 397305-H | Canon Document Scanner (ROD) | 101-268-970.00 | 2,930.00 | 2,930.00 |
| TOTAL VENDOR HEARTLAND BUSINESS SYSTEMS, LLC | | | | 2,930.00 |
| VENDOR NAME: HENSLEY, RN, JOEL Reimbursement | M.E. Stamps and Cellular Services | 101-648-729.00 101-648-850.00 | 11.00 89.32 | 100.32 |
| September 2020 | Medical Examiner | 101-648-709.00 101-648-835.00 | 1,080.00 1,720.00 | 2,800.00 |
| 9/12/20 | Inmate Nursing Services | 101-301-770.01 | 1,365.00 | 1,365.00 |
| TOTAL VENDOR HENSLEY, RN, JOEL | | | | 4,265.32 |
| VENDOR NAME: INSIGHT FS B0050413949 | Parks Fuel | 208-751-742.00 | 570.37 | 570.37 |
| TOTAL VENDOR INSIGHT FS | | | | 570.37 |
| VENDOR NAME: KASS, MICHAEL Reimbursement | Office Supplies (Sheriff Dept) | 101-301-727.00 | 32.82 | 32.82 |
| TOTAL VENDOR KASS, MICHAEL | | | | 32.82 |
| VENDOR NAME: KLEIMAN, MARC Reimbursement | Mileage & Lunch | 101-215-860.00 | 154.75 | 154.75 |
| TOTAL VENDOR KLEIMAN, MARC | | | | 154.75 |
| VENDOR NAME: KLUMB, JOSEPH August/September | CAFA | 260-266-801.01 260-266-801.02 | 750.00 430.00 | 1,180.00 |
| TOTAL VENDOR KLUMB, JOSEPH | | | | 1,180.00 |
| VENDOR NAME: LACANNE, TIM Reimbursement | Camping Refund | 208-751-964.00 | 50.00 | 50.00 |
| TOTAL VENDOR LACANNE, TIM | | | | 50.00 |
| VENDOR NAME: LAFLEUR, JEFF Reimbursement | Uniform Allowance | 216-585-745.00 | 414.56 | 414.56 |
| TOTAL VENDOR LAFLEUR, JEFF | | | | 414.56 |
| VENDOR NAME: LENCA SURVEYING 20123 | Remon Yr 2020 (7/23 - 9/14/20) | 243-246-801.07 | 3,180.68 | 3,180.68 |
| TOTAL VENDOR LENCA SURVEYING | | | | 3,180.68 |
| VENDOR NAME: MARKS SEPTIC SERVICE 3731 | Pumping at Stoney Point | 208-751-920.03 | 190.00 | 190.00 |
| TOTAL VENDOR MARKS SEPTIC SERVICE | | | | 190.00 |
| VENDOR NAME: MENARDS - MARINETTE 18717 18715 | Operating Supplies Operating Supplies | 101-265-755.00 101-265-755.00 | 29.49 171.43 | 29.49 171.43 |
| TOTAL VENDOR MENARDS - MARINETTE | | | | 200.92 |
| VENDOR NAME: MENOMINEE COUNTY CLERK Notary | Kim Kewley | 101-253-727.00 | 10.00 | 10.00 |
| TOTAL VENDOR MENOMINEE COUNTY CLERK | | | | 10.00 |
| VENDOR NAME: MENOMINEE COUNTY JOURNAL 89 | Sheriff Department Advertising | 101-301-755.00 | 67.50 | 67.50 |
| TOTAL VENDOR MENOMINEE COUNTY JOURNAL | | | | 67.50 |

SEP 18 2020

| INVOICE NUMBER | DESCRIPTION | DISTRIBUTIONS | AMOUNTS | CHIEF FISCAL OFFICER MENOMINEE COUNTY MICHIGAN | AMOUNT |
|---|--|----------------|----------|---|----------|
| VENDOR NAME: MENOMINEE INDUSTRIAL SUPPLY | | | | | |
| 10015432 | Airport Supplies | 216-585-981.00 | 26.58 | | 26.58 |
| TOTAL VENDOR MENOMINEE INDUSTRIAL SUPPLY | | | | | 26.58 |
| VENDOR NAME: MGT OF AMERICA, INC. | | | | | |
| 38362 | CRP Billing - FOC | 101-141-801.00 | 1,277.20 | | 1,277.20 |
| TOTAL VENDOR MGT OF AMERICA, INC. | | | | | 1,277.20 |
| VENDOR NAME: MILESKEI, TYLER | | | | | |
| Reimbursement | Uniform Allowance | 205-315-745.00 | 143.04 | | 143.04 |
| TOTAL VENDOR MILESKEI, TYLER | | | | | 143.04 |
| VENDOR NAME: MILLERS ACTION OFFICE SUPPLY I | | | | | |
| 0157901-001 | Office Supplies (Sheriff Dept) | 101-301-727.00 | 41.81 | | 41.81 |
| 0157957-001 | Office Supplies (Family/Probate) | 101-132-727.00 | 5.32 | | 10.65 |
| | | 101-148-727.00 | 5.33 | | |
| 0158002-001 | Office Supplies (PA) | 101-267-727.00 | 8.90 | | 8.90 |
| TOTAL VENDOR MILLERS ACTION OFFICE SUPPLY I | | | | | 61.36 |
| VENDOR NAME: PACK-N-SHIP CENTER | | | | | |
| 1064 | Shipping to Empire Solutions, Inc. | 205-315-755.00 | 42.81 | | 42.81 |
| TOTAL VENDOR PACK-N-SHIP CENTER | | | | | 42.81 |
| VENDOR NAME: PAN-O-GOLD BAKING CO. | | | | | |
| 40068320248005 | Inmate Supplies | 101-301-770.00 | 21.76 | | 21.76 |
| TOTAL VENDOR PAN-O-GOLD BAKING CO. | | | | | 21.76 |
| VENDOR NAME: PESHTIGO TIMES & TIMES SAVER | | | | | |
| 001184 | Sheriff Department Advertising | 101-301-755.00 | 89.50 | | 89.50 |
| TOTAL VENDOR PESHTIGO TIMES & TIMES SAVER | | | | | 89.50 |
| VENDOR NAME: PICHE, GERALD L. | | | | | |
| Reimbursement | Mileage - August 2020 | 101-101-860.00 | 41.40 | | 41.40 |
| TOTAL VENDOR PICHE, GERALD L. | | | | | 41.40 |
| VENDOR NAME: POMP'S TIRE SERVICE, INC. | | | | | |
| 2001601 | Road Patrol | 205-315-934.02 | 497.52 | | 497.52 |
| TOTAL VENDOR POMP'S TIRE SERVICE, INC. | | | | | 497.52 |
| VENDOR NAME: QUILL CORPORATION | | | | | |
| 10336796 | Operating Supplies (911) | 266-325-755.00 | 111.43 | | 111.43 |
| 10526484 | Operating Supplies (911) | 266-325-755.00 | 380.94 | | 380.94 |
| 10512961 | Operating Supplies (911) | 266-325-755.00 | 86.99 | | 86.99 |
| TOTAL VENDOR QUILL CORPORATION | | | | | 579.36 |
| VENDOR NAME: REINHART FOODSERVICE | | | | | |
| 200107 | Inmate Supplies | 101-301-770.00 | 454.70 | | 454.70 |
| 205942 | Inmate Supplies | 101-301-770.00 | 970.90 | | 970.90 |
| TOTAL VENDOR REINHART FOODSERVICE | | | | | 1,425.60 |
| VENDOR NAME: SPEEDY TURTLE ENTERPRISES | | | | | |
| MECO8/31/20 | RP Gasoline Sales | 205-315-742.00 | 147.93 | | 147.93 |
| TOTAL VENDOR SPEEDY TURTLE ENTERPRISES | | | | | 147.93 |
| VENDOR NAME: STATE OF MICHIGAN | | | | | |
| Registration | N. Linder (Equalization & Data Collection) | 101-257-860.00 | 250.00 | | 250.00 |
| Registration | N. Linder (Land Value Determination & ECF's) | 101-257-860.00 | 250.00 | | 250.00 |
| TOTAL VENDOR STATE OF MICHIGAN | | | | | 500.00 |
| VENDOR NAME: STATE OF MICHIGAN - MDOT | | | | | |
| 591-10517680 | Airport License Fee | 216-585-755.03 | 50.00 | | 50.00 |
| TOTAL VENDOR STATE OF MICHIGAN - MDOT | | | | | 50.00 |
| VENDOR NAME: STATE OF MICHIGAN/7064CROWNRDR | | | | | |
| Notary | Kim Kewley | 101-253-727.00 | 10.00 | | 10.00 |

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| INVOICE NUMBER | DESCRIPTION | DISTRIBUTIONS | AMOUNTS | CHIEF FISCAL OFFICER MENOMINEE COUNTY MICHIGAN | AMOUNT |
|--|-------------------------------------|----------------|---------|---|----------|
| VENDOR NAME: STATE OF MICHIGAN/7064CROWNRDR | | | | | |
| TOTAL VENDOR STATE OF MICHIGAN/7064CROWNRDR | | | | | 10.00 |
| VENDOR NAME: STEPHENSON MARKETING COOPERATI | | | | | |
| 8096 | Gasoline Sales (Bldg Code) | 249-371-742.00 | 64.03 | | 64.03 |
| 462643 | Park Supplies | 208-751-742.00 | 75.00 | | 153.27 |
| | | 208-751-756.01 | 7.88 | | |
| | | 208-751-930.02 | 58.99 | | |
| | | 208-751-755.02 | 11.40 | | |
| 15579 | RP Gasoline Sales | 205-315-742.00 | 929.65 | | 929.65 |
| TOTAL VENDOR STEPHENSON MARKETING COOPERATI | | | | | 1,146.95 |
| VENDOR NAME: THE DAILY NEWS/ADVERTISER | | | | | |
| 080214 | Back to School Advertising | 101-301-802.00 | 28.00 | | 28.00 |
| TOTAL VENDOR THE DAILY NEWS/ADVERTISER | | | | | 28.00 |
| VENDOR NAME: THIES, KAYLA | | | | | |
| Reimbursement | Clothing Allowance | 266-325-745.00 | 42.95 | | 42.95 |
| TOTAL VENDOR THIES, KAYLA | | | | | 42.95 |
| VENDOR NAME: TIME WARNER CABLE | | | | | |
| 710008401090320 | 9/2 - 10/1/20 (PRI) | 101-228-850.00 | 920.75 | | 920.75 |
| 620475202090720 | Inmate Supplies | 101-301-770.00 | 148.58 | | 148.58 |
| 621199203090320 | Airport | 216-585-850.00 | 345.57 | | 345.57 |
| TOTAL VENDOR TIME WARNER CABLE | | | | | 1,414.90 |
| VENDOR NAME: U.E.S. COMPUTERS, INC. | | | | | |
| 51871 | RP - Computer Maintenance | 205-315-970.00 | 98.00 | | 98.00 |
| TOTAL VENDOR U.E.S. COMPUTERS, INC. | | | | | 98.00 |
| VENDOR NAME: UNIFORM SHOPPE | | | | | |
| 302495 | Uniform Allowance | 205-315-745.00 | 164.97 | | 164.97 |
| TOTAL VENDOR UNIFORM SHOPPE | | | | | 164.97 |
| VENDOR NAME: UPHS-RAMPART | | | | | |
| 20203464/94699700 | J. Wesaw (Transport) | 101-648-861.00 | 440.55 | | 440.55 |
| TOTAL VENDOR UPHS-RAMPART | | | | | 440.55 |
| VENDOR NAME: VANDERMISSEN AERONAUTICAL SOLUTIONS | | | | | |
| 121 | Aerial Drone Services (BAMSAR Trng) | 101-301-745.01 | 507.00 | | 507.00 |
| 122 | Aerial Drone Services | 205-315-755.00 | 263.50 | | 263.50 |
| TOTAL VENDOR VANDERMISSEN AERONAUTICAL SOLUTIONS | | | | | 770.50 |
| VENDOR NAME: VERIZON WIRELESS | | | | | |
| 9861893067 | Cellular Services | 101-136-727.00 | 56.80 | | 1,235.12 |
| | | 101-265-850.01 | 170.38 | | |
| | | 101-301-850.00 | 311.50 | | |
| | | 101-426-850.00 | 50.72 | | |
| | | 101-682-850.00 | 40.47 | | |
| | | 205-315-850.00 | 364.54 | | |
| | | 205-315-850.02 | 160.04 | | |
| | | 266-325-850.00 | 80.67 | | |
| TOTAL VENDOR VERIZON WIRELESS | | | | | 1,235.12 |
| VENDOR NAME: WEYERS EQUIPMENT, INC. | | | | | |
| 144862 | Airport Supplies | 216-585-981.00 | 224.21 | | 224.21 |
| TOTAL VENDOR WEYERS EQUIPMENT, INC. | | | | | 224.21 |
| VENDOR NAME: WHITE WATER ASSOCIATES, INC. | | | | | |
| 171084 | Water Analysis | 208-751-920.00 | 51.00 | | 51.00 |
| TOTAL VENDOR WHITE WATER ASSOCIATES, INC. | | | | | 51.00 |
| VENDOR NAME: WISCONSIN PUBLIC SERVICE | | | | | |
| 0402047856-00011 | 1004 9th Street | 101-265-920.03 | 75.86 | | 75.86 |

APPROVED

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| INVOICE NUMBER | DESCRIPTION | DISTRIBUTIONS AMOUNTS | | AMOUNT |
|--|-----------------------------|-----------------------|----------|------------------|
| VENDOR NAME: WISCONSIN PUBLIC SERVICE | | | | |
| 0402047856-00010 | 1000 9th Street | 101-265-920.03 | 109.12 | 118.90 |
| | | 101-265-920.04 | 9.78 | |
| TOTAL VENDOR WISCONSIN PUBLIC SERVICE | | | | 194.76 |
| VENDOR NAME: XEROX CORPORATION | | | | |
| 011225618 | Sheriff Department | 101-301-727.00 | 56.14 | 56.14 |
| 011225619 | Sheriff Department | 101-301-727.00 | 311.34 | 311.34 |
| TOTAL VENDOR XEROX CORPORATION | | | | 367.48 |
| VENDOR NAME: YOST, BARB & BILL | | | | |
| Reimbursement | Camping Refund | 208-751-964.00 | 100.00 | 100.00 |
| TOTAL VENDOR YOST, BARB & BILL | | | | 100.00 |
| VENDOR NAME: ZEVITZ, DR. MICHAEL E. | | | | |
| 8/29/2020 | Inmate Physical Exam Review | 101-301-770.01 | 500.00 | 500.00 |
| September 2020 | Medical Examiner | 101-648-709.00 | 1,930.00 | 1,930.00 |
| TOTAL VENDOR ZEVITZ, DR. MICHAEL E. | | | | 2,430.00 |
| GRAND TOTAL: | | | | 50,995.01 |

CHIEF FISCAL OFFICER
 MENOMINEE COUNTY MICHIGAN

MENOMINEE COUNTY BOARD OF COMMISSIONERS DISCUSSION ITEM

| | |
|--|---|
| SUBJECT: | Miscellaneous Boards/Committees/Commission Reports |
| DEPARTMENT: | Administration |
| ATTACHMENTS: | Yes |
| SUMMARY: | |
| Miscellaneous boards and committee meeting minutes/reports are received as they are approved. The county board is to review miscellaneous minutes/reports. | |
| RECOMMENDED MOTION | |
| | |

Submitted by: Jason Carviou

09/18/2020
Date

WORKSHOP ACTION

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

COUNTY BOARD ACTION

DATE:

| | |
|--|---|
| | Approved |
| | Disapproved |
| | Approved with the following change(s): |
| | |

MENOMINEE COUNTY LIBRARY BOARD

Minutes Meeting July 1, 2020

Approved: August 5, 2020

C. Peterson called the Meeting of the Menominee County Library Board to order at 4:00 PM on Wednesday July 1, 2020.

Present: C. Peterson, M. Fagan, A. Rivard, A. Rock and Commissioner J. Hafeman. Absent J. Slavick

M. Fagan moved to approve the agenda, support by A. Rock. Motion carried.

Public Participation: no comments from the public

A. Rivard moved to approve the minutes as corrected from the May 20, 2020 Library Board Special Meeting, support by A. Rock. Motion carried.

M. Fagan moved to approve the April and May Financial Reports, support by A. Rivard. Motion carried.

A. Rock moved to approve the June bills, support by M. Fagan. Motion carried.

Director's Report

We are now open regular hours at the Main Branch with social distancing and COVID-19 precautions in place. The Hermansville Branch will remain closed until the Senior Center reopens. We are in contact with Senior Center staff but there is no announced date yet for re-opening. We are running extra trips with the Bookmobile and have contacted all HVB patrons with library materials out. The summer schedule for the bookmobile remains fluid to meet the needs of our outreach patrons. We have collected most of the school and class room loans and are in contact with School Staff at locations for the remainder of those items still out. State wide interloan has not yet restarted but many UP libraries have re-opened and are participating in resource sharing. The Library door locks have all been replaced and re-keyed to a single key. Our Summer Reading program will have "Take and Make" activities for both children and adults.

The pandemic has shown a need for more access to the internet in our county – I have written several grants (two so far have been funded) with the intention of working with townships in the county to increase access to Wi-Fi for the public around Menominee County. More information and detailed plans will be provided to the Library Board, County Commissions and local townships as the project proceeds. Inventory continues adult fiction is the next section to tackle.

The Friends "Library in Bloom" event was well received by the community. Their summer book sale has been cancelled and their annual meeting is re-scheduled for July 23. They are working with library staff on a couple of memorial projects --the Plutchak Pavilion and the Jerris Quiet Study room.

Commissioner's Report

Commissioner Hafeman noted that the airport hangar roof project was completed. The county is working on cell towers for 911 and repairs at the Stoney Point Boat Launch. The budget process for fiscal year 2020/21 is on track.

New Business:

M. Fagan moved to approve the Volunteer Policy and application form, support by A. Rivard. Motion carried.

M. Fagan and Director Winnicki will work on a drafting a strategic year plan for review at the September Library Board meeting.

Public Participation: Nancy Tuinstra, shared information about the Library in Bloom event and thanked all involved. She also shared that the Friends are thinking of a fall event to showcase local apple orchards.

As there was no further business, M. Fagan moved to adjourn the meeting, support by A. Rivard. Motion carried. Meeting adjourned at 4:40 PM.

Submitted by: Amanda Winnicki, Library Director



Public Health Delta & Menominee Counties



Board of Health Meeting

Virtual Meeting

Meeting Minutes

Thursday, July 16, 2020

Board Members Present

Amanda Hess, by phone 2:15

Larry Schei, by phone

Larry Johnson, by phone

Gerard Tatrow, by phone

Patrick Johnson, by phone 2:03

Tom Trudgeon, by phone

Board Members Absent

Public Health Staff

Mike Snyder, Health Officer/ Administrator, by phone

Dr. Robert Van Howe, Interim Medical Director, by phone

Lynn Woelffer, Director of Finance, by phone

Nancy Wahl, Clerical Supervisor, by phone

1. Call to Order/Roll Call

The regular monthly meeting of the Delta-Menominee District Board of Health (BOH) was held virtually over the telephone on July 16, 2020. The meeting was called to order at 2:00 p.m. EDT by Chairman Trudgeon. Roll call was taken by the Clerical Supervisor, and is recorded above.

2. Approval of Agenda

**Mr. Larry Johnson moved the July 16, 2020 agenda be approved.
Motion was supported by Mr. Tatrow.**

Chairman Trudgeon requested a roll call and is as follows:

Amanda Hess – absent

Larry Johnson –Yes

Patrick Johnson – absent

Larry Schei –Yes

Gerard Tatrow –Yes

Tom Trudgeon –Yes

Motion carried on a 4 - 0 vote.

3. Public Comment

There was no public comment on the July 16, 2020 agenda.

4. Approval of June 18, 2020 Minutes

Mr. Patrick Johnson moved the minutes from June 18, 2020, be approved and placed on file. Motion was supported by Mr. Trudgeon.

Chairman Trudgeon requested a roll call and is as follows:

Amanda Hess – absent

Larry Johnson –Yes

Patrick Johnson –Yes

Larry Schei –Yes

Gerard Tatrow –Yes

Tom Trudgeon –Yes

Motion carried on a 5 - 0 vote.

5. COVID-19 Update

Mr. Snyder presented an update on COVID-19. Delta County has 33 lab confirmed cases, 10 probable and 3 deaths. Of these cases 20 have met the definition of "recovered". Menominee County has 49 lab confirmed cases, 3 probable and 0 deaths. Of these cases 9 have met the definition of "recovered".

PHDM has partnered with the Michigan National Guard, the Michigan State Police and Emergency Managers from both counties to conduct pop-up testing sites in Delta and Menominee Counties on July 24th and 25th. Delta County will be July 24th at the U.P. State Fair (10:00 – 4:00, EDT). Menominee County will be July 25th at the High School (10:00 – 4:00, CDT). This is a no-contact clinic and tests are free of charge.

6. Future Meeting Location

Mr. Larry Johnson has had conversations with the Spalding Township Supervisor. The Township Supervisor stated we could use the Township Hall free of charge. They do not have a projector, however, PHDM has one and could bring it when needed. The BOH would still like to pursue a meeting with Ms. Koski regarding our use of the Pinecrest facility.

Mr. Tatrow moved to temporarily move the Delta, Menominee BOH meetings to the Spalding Township Hall until the end of 2020. Motion was supported by Mr. Larry Johnson.

Chairman Trudgeon requested a roll call and is as follows:

Amanda Hess –Yes

Larry Johnson –Yes

Patrick Johnson –Yes

Larry Schei –Yes

Gerard Tatrow –Yes

Tom Trudgeon –Yes

Motion carried on a 6 - 0 vote.

Mr. Patrick Johnson moved the August 27th BOH meeting, scheduled for Public Health's Menominee office, be held virtually. Motion was supported by Mr. Tatrow.

Chairman Trudgeon requested a roll call and is as follows:

Amanda Hess –Yes

Larry Johnson –Yes

Patrick Johnson –Yes

Larry Schei –Yes

Gerard Tatrow –Yes

Tom Trudgeon –Yes

Motion carried on a 6 - 0 vote.

7. MERS 2019 Annual Actuarial Valuation Report

Mr. Snyder gave an overview of the 2019 MERS Annual Actuarial Valuation Report. BOH questions were answered by Mr. Snyder and Ms. Woelffer.

Ms. Hess moved the MERS 2019 Annual Actuarial Valuation Report be acknowledged and placed on record. Motion was supported by Mr. Patrick Johnson.

Chairman Trudgeon requested a roll call and is as follows:

Amanda Hess –Yes

Larry Johnson –Yes

Patrick Johnson –Yes

Larry Schei –Yes

Gerard Tatrow –Yes

Tom Trudgeon –Yes

Motion carried on a 6 - 0 vote.

8. Review and Approval of June Check Register

The Board of Health reviewed the June check register. Questions were answered by Mr. Snyder and Ms. Woelffer.

Mr. Larry Johnson moved the June check register be approved and placed on file. Motion was supported by Ms. Hess.

Chairman Trudgeon requested a roll call and is as follows:

Amanda Hess –Yes

Larry Johnson –Yes

Patrick Johnson –Yes

Larry Schei –Yes

Gerard Tatrow –Yes

Tom Trudgeon –Yes

Motion carried on a 6 - 0 vote.

9. Medical Director's Report

Dr. Van Howe reported:

In the past weeks the number of cases in the region has exploded. In the PHDM district, the incidence of cases went from 2.36 cases per million population per day (c/M/d) on June 21st to 35.46 c/M/d on July 9th. The incidence increasing five-fold, going from 4.09 to 21.48, over the same time span. The timing of the outbreak is consistent with the Wisconsin State Supreme Court decision to eliminate the mitigation measures in Wisconsin and the relaxation of mitigation restrictions in the Upper Peninsula (Region 8). With the influx of tourists into the Upper Peninsula over the Fourth of July weekend, the exponential growth in positive cases is expected to continue. Increased mobility of the U.P. population may also be fueling the rapid increase in cases. Tracking of cell phone movement indicates that there is more population mobility in the Upper Peninsula than in the rest of the state. Likewise, the average number of contacts identified for each positive case is higher in the Upper Peninsula (10-12) than in the rest of the state (3-4). This increased mobility and number of contacts indicates that the U.P. population has let their guard down and making us more susceptible to infection.

The region has moved from a low risk category to medium risk (more than 7 c/M/d) and is on the cusp of going into "medium-high risk" (more than 20 c/M/d). This has implications for how frequently congregate living facilities are required to test their staff and/or residents, with some populations mandated to be tested weekly. This will put an additional strain on obtaining already scarce sampling materials and testing capacity. It is not unusual to wait one to two weeks to have a sample tested, that is if a laboratory can be secured to perform the tests. Reinstitution of mitigation measures may be needed.

10. Health Officer's Report

Mr. Snyder reported

- **COVID-19** – in the U.P. 22.9% of individuals tested are asymptomatic. COVID is monopolizing staff time, PHDM continues to offer all our other services. It's been extremely busy/stressful. PHDM has received additional funding to cover COVID activities, we are looking to add a registered nurse for COVID duties.
- **Resignations** – PHDM has received 3 resignations. 1 RN, 1 Prevention Specialist and the Environmental Health Specialist from our Menominee office. Nursing interviews are scheduled next week and EH interviews will be soon.
- **Schools** – Mr. Snyder, Dayna Kapp and Jennie Miller have been working with the ISDs and schools on their reopening plans. We met with Delta County Superintendents this week and will meet with Menominee County Superintendents next Tuesday. PHDM has set up weekly calls with the Superintendents, both Delta and Menominee Counties, on Wednesday mornings. It's required the Superintendents consult with their local health departments on a weekly basis.

11. Public Comment (Three Minutes Maximum)

There were no public comments

12. Board Member Comments

Amanda Hess – I apologize for being late.

Larry Johnson – Just a quick “Thank you” to Mr. Snyder, Dr. Van Howe and the whole Health Department for all their hard work during this crisis.

Patrick Johnson – Thank you to both Mr. Snyder and Dr. Van Howe.

Gerard Tatrow – The same as Larry and Patrick, thank you to everyone.

Tom Trudgeon – Thanks to Mike, Doctor and the whole team, keep up the good work.

13. Adjournment

There being no further business, Mr. Larry Johnson made a motion the meeting be adjourned at 2:57 EDT. Motion was supported by Mr. Tatrow.

Chairman Trudgeon requested a roll call and is as follows:

Amanda Hess – Yes

Larry Johnson –Yes

Patrick Johnson –Yes

Larry Schei –Yes

Gerard Tatrow –Yes

Tom Trudgeon –Yes

Motion carried on a 6 - 0 vote.

Thomas L. Trudgeon 9-4-2020

Chairperson

:nw

**Delta, Dickinson & Menominee County
Department of Health and Human Services Board**

DELTA CO. BOARD MEMBERS

**STACEY RANDALL, CHAIR
MARY OLSON
DONNA SCHOMIN**

DICKINSON CO. BOARD MEMBERS

**KATIE DRISCOLL, CHAIR
MARY GAGALA
WINNIE FORNETTI**

MENOMINEE CO. BOARD MEMEBERS

**JEFF NASER, CHAIR
SHEILA VERAGHEN
HEIDI SMITH**

DIRECTOR

SUE ASPLUND, BOARD SECRETARY

Date: August 27, 2020

Draft notice 9/24/20

The regular meeting of the Delta, Dickinson & Menominee County Department of Health and Human Services Board was called to order by Katie Driscoll-Dickinson County Board Chair at 1:01 PM CST. The meeting was held via teleconference.

ROLL CALL

Present: Stacey Randall-Delta Co. Board Chair, Mary Olson-Delta Co. Board Member, Katie Driscoll-Dickinson Co. Board Chair, Winnie Fornetti-Dickinson Co. Board Member, Jeff Naser-Menominee Co. Board Chair, Sheila Veraghen-Menominee Co. Board Member & Sue Asplund-Board Secretary

Others Present: Megan Chartier-DHHS Executive Secretary, Theresa Nelson-Delta County Board of Commissioners, Barbara Kramer-Dickinson Co. Board of Commissioners & Gerald Piche-Menominee Co. Commissioner

Absent: Donna Schomin-Delta Board Member, Mary Gagala-Dickinson Co. Board Member & Heidi Smith-Menominee County Board Member

APPROVAL OF AGENDA:

The motion to approve the Delta County agenda was made by Ms. Stacey Randall -Delta Co. Board Chair and seconded by Ms. Mary Olson-Delta County Board Member.

Roll Call: Stacey Randall-aye & Mary Olson-aye

Nays: None

Motion carried

The motion to approve the Dickinson County agenda was made by Winnie Fornetti-Dickinson County Board Member and seconded by Ms. Katie Driscoll-Dickinson County Board Chair.

Roll Call: Katie Driscoll-aye & Winnie Fornetti-aye

Nays: None

Motion carried

The motion to approve the Menominee County agenda was made by Ms. Sheila Veraghen-Menominee Co. Board Member and seconded by Mr. Jeff Naser- Menominee Co. Board Chair.

Roll Call: Jeff Naser-aye & Sheila Veraghen-aye
Nays: None

Motion carried

APPROVAL OF MINUTES:

The motion to approve the Delta County minutes for July 23, 2020 was made by Ms. Stacey Randall-Delta Co. Board Chair and seconded by Ms. Mary Olson-Delta County Board Member.

Roll Call: Stacey Randall-aye & Mary Olson-aye
Nays: None

Motion carried

The motion to approve the Dickinson County minutes for June 25, 2020 was made by Winnie Fornetti-Dickinson County Board Member and seconded by Ms. Katie Driscoll-Dickinson County Board Chair.

Roll Call: Katie Driscoll-aye & Winnie Fornetti-aye
Nays: None

Motion carried

The motion to approve the Dickinson County minutes for July 23, 2020 was made by Winnie Fornetti-Dickinson County Board Member and seconded by Ms. Katie Driscoll-Dickinson County Board Chair.

Roll Call: Katie Driscoll-aye & Winnie Fornetti-aye
Nays: None

Motion carried

The motion to approve the Menominee County minutes for June 25, 2020 was made by Mr. Jeff Naser-Menominee County Board Chair and seconded by Ms. Sheila Veraghen-Menominee County Board Memeber.

Roll Call: Jeff Naser-aye & Sheila Veraghen-aye
Nays: None

Motion carried

The motion to approve the Menominee County minutes for July 23, 2020 was made by Ms. Sheila Veraghen-Menominee Co. Board Member and seconded by Mr. Jeff Naser- Menominee Co. Board Chair.

Roll Call: Jeff Naser-aye & Sheila Veraghen-aye
Nays: None

Motion carried

FINANCIAL REPORT

Delta County

The financial report for July 2020 was reviewed. There were \$60.00 in expenditures for the DHHS Board members, leaving a balance of \$1,296.54.

Approval of Financial Report: Financials were reviewed and approved. Motion was made by Ms. Stacey Randall-Delta Co. Board Chair and seconded by Ms. Mary Olson-Delta County Board Member.

Roll Call: Stacey Randall-aye & Mary Olson-aye

Nays: None

Motion carried

Dickinson County

The financial report for July 2020 was reviewed. There were \$0.00 in expenditures for the DHHS Board members, leaving a balance of \$325.82

There were no expenditures from the Foster Children's Fund, leaving a balance of \$567.00.

Approval of Financial Report: Financials were reviewed and approved. Motion was made by Ms. Winne Fornetti-Dickinson County Board Member and seconded by Ms. Katie Driscoll-Dickinson County Board Chair.

Roll Call: Katie Driscoll-aye & Winnie Fornetti-aye

Nays: None

Motion carried

Menominee County

The financial report for July 2020 was reviewed. There were \$100.00 in expenditures for the DHHS Board members, and \$50.00 for room rental payment leaving a balance of \$2,000.00.

Approval of Financial Report: Financials were reviewed and approved. Motion was made by Mr. Jeff Naser-Menominee Co. Board Member and seconded by Ms. Sheila Veraghen-Menominee Co. Board Member.

Roll Call: Jeff Naser-aye & Sheila Veraghen-aye

Nays: None

Motion carried

DIRECTOR'S REPORT:

Staffing: Sue Asplund is the current acting director for Delta-Dickinson & Menominee County as of August 3, 2020. There is 1 CPS vacancy in Dickinson County. There is currently a hiring freeze but Child Welfare (CPS/FC) is exempt. Local offices have been closed and will continue to be closed to the public until Oct. 31 (outside corridors still have applications and a drop box for clients to pick-up or drop off applications.)

Business Plan Update: Ms. Sue Asplund, provided an update on current fiscal year data:

Delta County:

Operating Funds: Allocation for FY 2020 is \$12,506.00. Year-to-date expenditures are: \$13,817.50. This constitutes 110.5% of the allocation spent with 83% of the fiscal year elapsed.

Travel Funds: Allocation for FY 2020 is \$49,492.00. Year-to-date expenditures are: \$12,983.52. This constitutes 26.2% of the allocation spent.

Assistance Payments: Standard of Promptness: 96.86%. Business Service Center 1 average is 95.68%. Statewide Average is 97.15%.

Family Independence Program Work Participation Rate: 100%. Year to date average is 100%. Federal goal is 50%. U.P. average & statewide average are not available at this time.

Dickinson County:

Operating Funds: Allocation for FY 2020 is \$28,882.00. Year-to-date expenditures are: \$10,949.69. This constitutes 37.9% of the allocation spent with 83% of the fiscal year elapsed.

Travel Funds: Allocation for FY 2020 is \$30,950.00. Year-to-date expenditures are: \$13,405.08. This constitutes 43.3% of the allocation spent.

Assistance Payments: Standard of Promptness: 96.04%. Business Service Center 1 average is 95.68%. Statewide Average is 97.15%.

Family Independence Program Work Participation Rate: 100%. Year to date average is 100%. Federal goal is 50%. U.P. average & statewide average are not available at this time.

Menominee County:

Operating Funds: Allocation for FY 2020 is \$25,896.00. Year-to-date expenditures are: \$19,202.49. This constitutes 74.2% of the allocation spent with 83% of the fiscal year elapsed.

Travel Funds: Allocation for FY 2020 is \$35,261. Year-to-date expenditures are: \$20,124.15. This constitutes 57.1% of the allocation spent.

Assistance Payments: Standard of Promptness: 96.93%. Business Service Center 1 average is 95.68%. Statewide Average is 97.15%.

Family Independence Program Work Participation Rate: 100%. Year to date average is 100%. Federal goal is 50%. U.P. average is & statewide average are not available at this time.

Miscellaneous:

Assistance Payments: Ms. Asplund reviewed customer information as follows:

Total cases, recipients and payments for FIP, FAP, SDA, CDC and SER benefits for the month of July 2020:

Delta County:

- Family Independence Program: 35 cases; 70 recipients; \$11,076 in benefits provided.
- Food Assistance Program: 2,343 cases; 3,908 recipients; \$694,829 in benefits provided.
- State Disability Assistance: 18 cases; 18 recipients; \$4,000 in benefits provided.
- Child Development and Care: 76 cases; 127 recipients; \$94,478 in benefits provided.
- State Emergency Relief: 22 cases; \$13,104 in benefits provided.
- Unduplicated total for the month: 2,449 cases; 4,095 recipients; \$817,487 in benefits provided.

Total Eligible Medicaid Cases and Recipients:

- Family Medicaid: 1,137 cases; 2,301 recipients
- Other Children < Age 21: 248 cases; 256 recipients

- Pregnant Women & Children Under 19: 943 cases; 1,622 recipients
- MiChild: 122 cases; 190 recipients
- Non-SSI Aged, Blind & Disabled: 1,101 cases; 1,140 recipients
- SSI Aged, Blind & Disabled: 949 cases; 949 recipients
- Medicaid Eligible Total: 4,049 cases, 6,460 recipients

Healthy Michigan Program (HMP)

Delta County: 2,278 total cases and 2,559 total recipients

Dickinson County

- Family Independence Program: 8 cases; 19 recipients; \$3,198 in benefits provided.
- Food Assistance Program: 1,328 cases; 2,233 recipients; \$397,712 in benefits provided.
- State Disability Assistance: 8 cases; 8 recipients; \$1,372 in benefits provided.
- Child Development and Care: 43 cases; 78 recipients; \$50,837 in benefits provided.
- State Emergency Relief: 15 cases; \$9,057 in benefits provided.
- Unduplicated total for the month: 1,380 cases; 2,326 recipients; \$462,175 in benefits provided.

Total Eligible Medicaid Cases and Recipients:

- Family Medicaid: 775 cases; 1,545 recipients
- Other Children < Age 21: 171 cases; 176 recipients
- Pregnant Women & Children Under 19: 612 cases; 1,059 recipients
- MiChild: 105 cases; 173 recipients
- Non-SSI Aged, Blind & Disabled: 689 cases; 704 recipients
- SSI Aged, Blind & Disabled: 489 cases; 489 recipients
- Medicaid Eligible Total: 2,588 cases, 4,147 recipients

Healthy Michigan Program (HMP)

Dickinson County: 1,502 total cases and 1,651 total recipients

Menominee County

- Family Independence Program: 17 cases; 35 recipients; \$4,977 in benefits provided.
- Food Assistance Program: 1,233 cases; 2,186 recipients; \$380,550 in benefits provided.
- State Disability Assistance: 11 cases; 11 recipients; \$2,180 in benefits provided.
- Child Development and Care: 33 cases; 52 recipients; \$26,051 in benefits provided.
- State Emergency Relief: 11 cases; \$9,134 in benefits provided.
- Unduplicated total for the month: 1,268 cases; 2,252 recipients; \$422,892 in benefits provided.

Total Eligible Medicaid Cases and Recipients:

- Family Medicaid: 690 cases; 1,473 recipients
- Other Children < Age 21: 103 cases; 108 recipients
- Pregnant Women & Children Under 19: 535 cases; 921 recipients
- MiChild: 55 cases; 93 recipients
- Non-SSI Aged, Blind & Disabled: 614 case; 642 recipients
- SSI Aged, Blind & Disabled: 468 cases; 468 recipients
- Medicaid Eligible Total: 2,225 cases, 3,706 recipients

Healthy Michigan Program (HMP)
 Menominee County: 1,232 total cases and 1,378 total recipients

This information is available on the www.michigan.gov website in the “Green Book”

Child Welfare

| | <u>Delta</u> | <u>Dickinson</u> | <u>Menominee</u> |
|--------------------------------|--------------|------------------|------------------|
| Commencements | 100% | 100% | 100% |
| CPS Face to Face | 97% | 94% | 93% |
| CPS Ongoing Child F2F | 77% | 100% | 100% |
| CPS Ongoing Caregiver F2F | 65% | 93% | 100% |
| CPS Services Plans | 100% | 100% | 100% |
| CPS Plan Approval | 100% | 100% | 100% |
| CFC Service Plans | 100% | 100% | 100% |
| CFC Approval | 100% | 100% | 100% |
| DHHS Medical | 100% | 67% | 50% |
| DHHS Dental | 100% | | |
| CFC Worker/Child Contacts | 90% | 92% | 89% |
| CFC Worker/Parent Contacts | 77% | 93% | 100% |
| CFC Worker/Supervisor Contacts | 0% | 0% | 0% |
| CFC Parent/Child Contacts | 79% | 100% | 100% |
| CFC Return Home Contacts | | | |
| CFC Sibling Contacts | | | |

Approval of Directors Report:

Delta

Directors Report was reviewed and approved. The motion was made by Ms. Stacey Randall-Delta Co. Board Chair and seconded by Ms. Mary Olson-Delta County Board Member.

Roll Call: Stacey Randall-aye & Mary Olson-aye

Nays: None

Motion carried

Dickinson

Directors Report was reviewed and approved. Motion was made by Winnie Fornetti-Dickinson County Board Member and seconded by Ms. Katie Driscoll-Dickinson County Board Chair.

Roll Call: Katie Driscoll-aye & Winnie Fornetti-aye

Nays: None

Motion carried

Menominee

Directors Report was reviewed and approved. The motion was made by Mr. Jeff Naser-Menominee County Board Chair and seconded by Ms. Sheila Veraghen-Menominee Co. Board Member.

Roll Call: Jeff Naser-aye & Sheila Veraghen-aye

Nays: None

Motion carried

UNIT REPORT: None

BOARD BUSINESS:

Review & Approval of Vouchers

Delta County:

Board Vouchers were reviewed & tabled.

Motion tabled

Dickinson County:

Board Vouchers was reviewed and tabled.

Motion tabled

Menominee County:

Board Vouchers were reviewed and tabled

Motion tabled

MCSSA- Scheduled for October 2020.

PUBLIC COMMENT:

Barbara Kramer, Dickinson County Board of Commissioners asked if the number of cases going up? Ms. Asplund, acting director responded with more applications are being handed in due to the Executive Order from the Governor, that no one can get benefits cut off as they aren't requiring verifications and auto approving cases, so yes it resulted in an uptick in cases.

Theresa Nelson, Delta County Board of Commissioners reminded members that the census has until September 30th and the information provided to them will provide federal benefits back to the community.

NEXT MEETING: Thursday, September 24, 2020 via teleconference.

Dial-In Number: 1-877-336-1831

Access Code: 2297621#

ADJOURNMENT: Motion was made by Mr. Jeff Naser-Menominee County Board Chair and seconded by Ms. Stacey Randall-Delta Co. Board Chair. Meeting was adjourned at 1:47 PM CST.

Roll Call: Stacey Randall-aye, Mary Olson-aye, Katie Driscoll-aye, Winnie Fornetti-aye
Jeff Naser-aye & Sheila Veraghen-aye

Nays: None

Motion carried

Sue Asplund
Board Secretary

Stacey Randall, Delta Co.
Board Chairperson

Katie Driscoll, Dickinson Co.
Board Chairperson

Jeff Naser, Menominee Co.
Board Chairperson

Pc: DHHS Board Members Delta County
DHHS Board Members Dickinson County
DHHS Board Members Menominee County
Delta County BOC
Dickinson County BOC
Menominee County BOC