

*“Menominee – Where the best of Michigan begins”*

## MENOMINEE COUNTY BOARD OF COMMISSIONERS

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

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

The Menominee County Board of Commissioners  
will meet on Tuesday, February 8, 2011 @ 5:30 p.m. CST  
at the Menominee County Courthouse, Courtroom B

### AGENDA

- A. Call to Order
- B. Pledge of Allegiance
- C. Roll Call
- D. Approval of the Agenda
- E. Public Comment (*Statements, not debate, limited to 5 minutes per person on agenda items only*)
- F. Approval of Previous Minutes  
Jan. 25, 2011
- G. Presentations (*limited to twenty minutes*)  
Jenni Campbell - YMCA – Wellness Program  
Gilbert E. Garcia – Concerned Associates: Employee Assistance Program
- H. Department Head/Elected Officials Reports (*limited to ten minutes*)
- I. Action Items
  - 1. Moved by \_\_\_\_\_ seconded by \_\_\_\_\_ to approve  
Resolution 2011-04 – Honoring Kenneth Krause.
  - 2. Moved by \_\_\_\_\_ seconded by \_\_\_\_\_ to approve payment  
in the amount of \$12,043.80 to Valley Mechanical Inc. for an emergency purchase to install  
a Temporary Heating system for the Jail. Invoice #1658 received 1-18-2011. Funds are to  
be disbursed from acct.# 101-997-999.17 (Contingency Fund).
  - 3. Moved by \_\_\_\_\_ seconded by \_\_\_\_\_ to approve a one  
year (2/1/2011 – 1/31/2012) Employee Assistance Contract with “Concerned Associates”  
in the amount of \$4,318.00 for services provided to the county. Funds to be disbursed  
quarterly in the amount of \$1,079.50 from account number 101-103-801.00 (Professional  
Contract Services).
  - 4. Moved by \_\_\_\_\_ seconded by \_\_\_\_\_ to approve the  
Application for appointment to miscellaneous boards, committees or commissions.
  - 5. Moved by \_\_\_\_\_ seconded by \_\_\_\_\_ to approve  
Resolution 2011-05 – Support of the withdrawal of Remonumentation Memo. No. 16.
  - 6. Moved by \_\_\_\_\_ seconded by \_\_\_\_\_ to approve the  
Road Patrol Millage – Ballot Language as stated below:

*James Furlong - Chairperson*

*Bernie Lang - Vice Chairperson*

*Charlie Meintz*

*Mark Jasper*

*Jim Pearson*

For the purpose of authorizing funding to replace the existing millage for the operation of Sheriff's Emergency Response/24-Hour Road Patrol Services, shall the constitutional limitation upon the total amount of taxes which may be assessed in one (1) year upon all property within the County of Menominee, Michigan, be increased by 1.795 mills (\$1.795 per \$1,000 of taxable value) for a period of seven (7) years (2011 -2017) inclusive?

(If approved and levied in full, this millage will raise an estimated \$1,238,343.43 for Sheriff Emergency Response Services Road Patrol purposes in the first calendar year.)

7. Moved by \_\_\_\_\_ seconded by \_\_\_\_\_ to approve Resolution 2011-06 – Sheriff Emergency Response Services Road Patrol Millage Renewal Proposal.
8. Moved by \_\_\_\_\_ seconded by \_\_\_\_\_ to appoint (*Dawn M. Wells*) to the Corrections Advisory Board (Business Sector) for a one (1) year term (1/1/2011-12/31/2011).
9. Moved by \_\_\_\_\_ seconded by \_\_\_\_\_ to appoint (*Jerald A. Poupore or James Gardiner*) to the CUPPAD Regional Committee (Member at Large) for a two (2) year term (3/1/2011 – 2/28/2013).
10. Moved by \_\_\_\_\_ seconded by \_\_\_\_\_ to appoint (*Lillian Schultz*) to the CUPPAD Regional Committee (Planning Commission Member) for a one (1) year term (3/1/2011 – 2/28/2012).
11. Moved by \_\_\_\_\_ seconded by \_\_\_\_\_ to approve Miscellaneous Bills as paid on Jan 6, 7, 11, 14, 18 & 20, 2011 in the amount of \$67,078.86
12. Moved by \_\_\_\_\_ seconded by \_\_\_\_\_ to approve Commissioner Per Diems and expenses as submitted.
13. Moved by \_\_\_\_\_ seconded by \_\_\_\_\_ to place miscellaneous boards/committees/commission reports on file in the office of the County Clerk.
14. Moved by \_\_\_\_\_ to go into closed session, for strategy and negotiations of the Courthouse & Corrections Officers collective bargaining agreements. (Pursuant to the Open Meetings Act, Act 267 of 1976, 15.268 Section 8(c)).  
Motion seconded by \_\_\_\_\_,  
Individuals attending closed session  
\_\_\_\_\_
15. Moved by \_\_\_\_\_ seconded by \_\_\_\_\_ to return to open session at \_\_\_\_\_ pm.

J. New Business (*discussion only*)

1. Personnel Items:
  - a.
2. Building and Grounds/Parks Items:
  - a.
3. Miscellaneous Items:
  - a. YMCA – Corporate Wellness Program
  - b. Commissioner Goals for the 2011-2012 Fiscal Year Projects (and beyond)
4. Finance Items:
  - a. Miscellaneous Bills as paid on Jan. 20, 25 & 31, 2011 in the amount of \$47,647.92
  - b. Commissioner Per-Diems/Expenses

K. Misc. Boards/Committees/Commissions Reports

L. Public Comment

M. Commissioner Comment (*limited to 5 minutes*)

N. Adjourn

January 25, 2011

UNAPPROVED

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

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

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

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

**Absent:** None

Moved by Com. Jasper, seconded by Com. Pearson to approve the agenda. Motion was approved 5-0.

Chairman Furlong called for public comment.

**Public Comment:**

- Mari Negro – Road Patrol Millage, three way road program, length of presentations.
- John Nelson – Three way road program.
- Chuck Rounds – Recinding the three way road program.
- Mike Armbrust – Three way road program.
- Bob Desjarlias – Three way road program.
- Connie Armbrust – Three way road program.

Moved by Com. Meintz, seconded by Com. Pearson to approve the minutes from the January 11, 2011 Regular County Board Meeting. Motion was approved 5-0.

**Presentations:**

- Lloyd Matthes – CUPPAD.
- Kenny Marks – Road Patrol Millage.

**Department Head/Elected Officials Reports:** None

Moved by Com. Jasper, seconded by Com. Pearson to approve all legal representation for County Business to be provided by the County Prosecuting Attorney. In Circumstances where the Prosecuting Attorney is not available to provide representation, the county board will meet to discuss other avenues of legal representation. Motion was approved 5-0.

Moved by Com. Lang, seconded by Com. Meintz to approve a budget amendment for the transfer of \$1,500 from 101-265-801.00 (B&G Contractual Services) & \$4,000 from 101-265-755.00 (B&G Other Operating Supplies) to the Capital Outlay – District Court Renovation account #101-103-801.00 (Professional Contract Services). Motion was approved 5-0

Moved by Com. Meintz, seconded by Com. Lang to table Action Item #3 (a motion to approve a one year (2/1/2011 – 1/31/2012) Employee Assistance Contract with “Concerned Associates” in the amount of \$4,318.00 for services provided to the county. Funds to be disbursed quarterly in the amount of \$1,079.50 from account number 101-103-801.00 (Professional Contract Services). Motion was approved 5-0.

Moved by Com. Lang, seconded by Com. Pearson to rescind the FY 2010-11 budgeted General Fund appropriation in the amount of \$200,000 for the Three Way Road Program. Discussion ensued. Com. Meintz does not want the appropriation rescinded. Com. Pearson questioned the legality of the appropriations and asked Prosecuting Attorney Dan Hass to address the county board with his opinion. Dan Hass felt that it would be illegal for the county board to make this appropriation due to the use of tax dollars. Motion was approved 4-1, with Com. Meintz voting nay.

Action item #5 (a motion to appropriate 28.77% of the FY 2010-11 budgeted \$200,000 General Fund appropriation for the Three Way Road Program, to the City of Menominee prior to distribution of the funds to the Road Commission/Townships. (Appropriation to be used for city road work). Was not acted upon due to the fact that Action item #4 was passed by the county board.

Moved by Com. Pearson, seconded by Com. Jasper to approve Miscellaneous Bills as paid on December 22, 2010 & Jan. 4 & 6 2011 in the amount of \$455,044.98. Motion was approved 5-0.

Moved by Com. Lang, seconded by Com. Jasper to approve Commissioner Per Diems and expenses as submitted. Motion was approved 5-0.

Moved by Com. Meintz, seconded by Com. Pearson to place Miscellaneous Boards/Committees/Commission reports on file at the courthouse. Motion was approved 5-0.

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

#### **Personnel Items:**

- a. Resolution 2011-04 – Honoring Kenneth Krause. Consensus of the Board was to move forward on this matter.

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

- a. Valley mechanical Inc. – Temporary Heating system for Jail – emergency purchase. Invoice received 1-18-11 for \$12,043.80. Consensus of the Board was to move forward on this matter. With a detailed breakdown of the invoiced services.

#### **Miscellaneous Items:**

- a. Application for appointment to miscellaneous boards, committees or commissions. Consensus of the Board was to move forward on this matter.
- b. Resolution 2011-05 – Support of the withdrawal of Remonumentation Memo. No. 16. Consensus of the Board was to move forward on this matter.

**Finance Items:**

- a. Road Patrol Millage – Ballot Language. Consensus of the Board was to move forward on this matter with the language having the 24 hour language in the millage question.
- b. Miscellaneous Bills as paid on Jan 6, 7, 11, 14, 18 & 20, 2011 in the amount of \$67,078.86. Consensus of the Board was to move forward on this matter.
- c. Commissioner Per-Diems/Expenses. Consensus of the Board was to move forward on this matter.

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

- a. The consensus of the board is to move them forward to the next meeting.

**Public Comment:**

-Bob Desjarlias – Wants the cost of the Road Patrol Millage election to be paid 100% by Menominee County, Three Way Road Program, Townships not funding any county roads.

-John Nelson – Budget and cost of health insurance.

-Mari Negro – Three Way Road Program.

-Mike Armbrust – Three Way Road Program and Road Patrol Millage.

-Chuck Rounds – Township and County cooperation.

-Darlene Nerat – Three Way Road Program.

-Lowell Bengry – Three Way Road Program

-Diane Lesperance – Three Way Road Program.

**Commissioner Comment:**

-Com. Lang – Dan Hass asking Attorney General for an opinion regarding Mineral Rights.

-Com. Meintz – Asked if the county board would be willing to listen to John Nelson’s proposal to save the county money.

-Com. Furlong – Reminded commissioners about making a list of plans and goals for next meeting, and on the behavior of the public at this meeting.

Moved by Com. Meintz, supported by Com. Jasper to adjourn at 7:37 p.m. Motion was approved 5-0.

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James Furlong, Chairman

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Marc Kleiman, County Clerk

# MENOMINEE COUNTY BOARD OF COMMISSIONERS PRESENTATION ITEM

<b>SUBJECT:</b>	Jenni Campbell - YMCA – Wellness Program
<b>DEPARTMENT:</b>	Administration
<b>ATTACHMENTS:</b>	Yes
<b>SUMMARY:</b>	Ms. Campbell will discuss programs the YMCA has to offer.
<b>RECOMMENDED MOTION</b>	

Submitted by:     **Brian Bousley**    

    **02/03/2011**      
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):

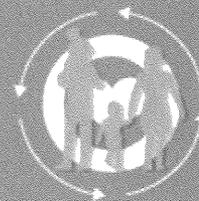
**COUNTY BOARD ACTION**

**DATE:**

	Approved
	Disapproved
	Approved with the following change(s):

# REWARDS

A LITTLE EXTRA BENEFIT FOR THOSE  
DEDICATED TO BEING DEDICATED.



**The YMCA Corporate Wellness Program has tremendous benefits –** from increased productivity to less absenteeism and even lower medical costs. It benefits both company and employee and the benefits reach beyond the company, to every individual's family.

As an extra incentive, the YMCA offers rewards based on usage. Participants must be YMCA members and these rewards are available to Corporate Wellness Program employees only.

## HERE'S HOW IT WORKS:

### For family memberships\*:

Visit 144 times in 6 months and receive a \$40 coupon that can be used at the YMCA for specialty classes, totwatch, swim lessons, gymnastics classes and more.

\* Coupons may not be used towards membership fees

### For individual memberships\*:

Visit 72 times in 6 months and receive a \$20 coupon that can be used at the YMCA for specialty classes, totwatch, swim lessons, gymnastics classes and more.

These rebates are fully-funded by the YMCA. To qualify for the Rewards program, your company must offer an employee incentive to join the Y, such as a membership subsidy.

\*Coupons may not be used towards membership fees

## COMMUNICATION IS KEY

The YMCA Corporate Wellness Team will work with you to spread the news of this Rewards Program. Companies participating in the Rewards Program agree to:

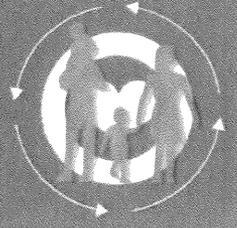
- An initial e-mail/letter of support from the company to all employees.
- A marketing communication piece created by the YMCA for employees is to be e-mailed two-weeks after the initial launch.
- Inclusion of program in company staff newsletters.
- Inclusion of the Rewards Program on the company intranet where applicable.
- A shared partnership in on-going communication between the organization and the YMCA.

\* YMCA visits are tracked January-June and July-December.



# WELLNESS

VALUABLE MEETINGS CAN HAPPEN BETWEEN  
AN EMPLOYEE AND A GOOD WORKOUT.



**It's a proven fact that a healthy workforce is a more productive workforce.**

Participation in the YMCA Corporate Wellness Program can work wonders – giving your people increased energy, reduced stress and a more positive outlook on their jobs, their families, and life itself. And, ultimately, the company reaps the rewards of people who are energized and motivated, while at the same time experiencing less absenteeism, lower healthcare costs and fewer medical claims.

**Make health a priority and all your company's priorities can fall into place.**

The YMCA offers numerous classes, programs and services to keep your employees on the road to well-being:

#### **Results driven:**

- Customized solutions for each business
- Employee wellness surveys to more thoroughly understand the priorities of your employees
- Tracking tools to measure impact and progress as you go

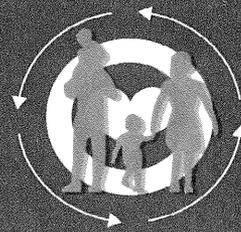
#### **Fully engaged:**

- On-site education classes to get employees started
- Coach-based personalized fitness orientations
- Free classes at the YMCA included with membership
- Focused and experienced at serving the needs of your employees and their families
- Incentives exclusive to Corporate Wellness participants who regularly visit the YMCA
- Scholarships available to qualifying employees



# Y WELLNESS AT WORK

EMPLOYEES THAT ARE PHYSICALLY FIT  
CAN MAKE A COMPANY FISCALLY FIT.



## YMCA CORPORATE MEMBERSHIP PARTNER AGREEMENT

### **Overview of our Partnership:**

We are excited to begin a new partnership with your company and your employees. It is our goal to help your employees and their families become healthier in spirit, mind and body, and therefore, become more productive employees. To insure our partnership is mutually beneficial, we will plan to review the details of our agreement and implement any changes necessary to meet your current needs, annually.

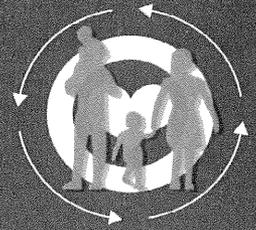
### **Benefits to Corporate Membership Partners and their Employees:**

- 6<sup>th</sup> month membership fee will be reimbursed –employee responsibility
- Scholarship program available, so membership is available to everyone!
- Free classes and programs offered
- Assistance with wellness programs
- Priority program registration with reduced fees for programs and services
- Affordable tot-watch while the parent works out
- Free one week trial period for employees and their families to experience the YMCA
- On-site wellness opportunities
- An exclusive Corporate Wellness benefit...If your company provides an incentive for the employees to join the YMCA, then the company can qualify for our YMCA Rewards program which provides your employees a reward in Y bucks, if they achieve our work out goal
- No joining fee for Corporate Wellness Companies



# Y WELLNESS AT WORK

EMPLOYEES THAT ARE PHYSICALLY FIT  
CAN MAKE A COMPANY FISCALLY FIT.



## Commitment from Corporate Membership Partners to insure a successful program:

- Provide the Greater Marinette-Menominee YMCA access to your employees through on-going YMCA developed email, newsletters and other pieces. Communication will be emailed to the main contact person and forwarded on to employees.
- Communication may include opportunities for your company and employees to become more deeply involved with us through volunteer opportunities, special events or fund raising.
- Communicate to employees that they are aware of and use their scan card to insure appropriate subsidies/discounts are applied, as well as, accurate tracking of facility visits.
- Update your employee membership, annually
- Allow the Greater Marinette-Menominee YMCA to be present at any employee appreciation days, health promotion events and employee benefit fairs.
- Allow the Greater Marinette-Menominee YMCA to place information about partnership benefits in new employee orientation packets.
- Provide information about the Greater Marinette-Menominee YMCA to be posted on your company's intranet site.

\_\_\_\_\_ Yes, I will offer incentives for my employees to join the Greater Marinette-Menominee YMCA, including membership subsidy and thereby, qualify for the Rewards Program

\_\_\_\_\_ Company contribution per employee monthly

\_\_\_\_\_ YMCA contribution per employee monthly

\_\_\_\_\_ Company Name \_\_\_\_\_ Date

\_\_\_\_\_ Contact Name  
Print Name & Sign

\_\_\_\_\_ YMCA Representative



# MENOMINEE COUNTY BOARD OF COMMISSIONERS PRESENTATION ITEM

<b>SUBJECT:</b>	Gilbert E. Garcia – Concerned Associates: Employee Assistance Program
<b>DEPARTMENT:</b>	Administration
<b>ATTACHMENTS:</b>	Yes
<b>SUMMARY:</b>	
Mr. Garcia will present numbers to the board on prior years (2009 & 2010) Utilization of his services for Menominee County.	
<b>RECOMMENDED MOTION</b>	
To approve a one year (2/1/2011 – 1/31/2012) Employee Assistance Contract with “Concerned Associates” in the amount of \$4,318.00 for services provided to the county. Funds to be disbursed quarterly in the amount of \$1,079.50 from account number 101-103-801.00 (Professional Contract Services).	

Submitted by:     **Brian Bousley**    

    **02/03/2011**      
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):

# Employee Assistance Program



**Menominee County**  
www.menomineecounty.com

CONCERNED associates

**TO:** County Administrator  
**FROM:** Gil Garcia, MSW, EAP Account Manager  
**RE:** Employee Assistance Utilization for period:

**CONTRACT PERIOD:**  
**Feb.1, 2009 - January 31, 2010**

	Quarter				YTD	
	1	2	3	4		
	2009 Feb-Apr	2009 May-July	2009 Aug-Oct	2009-2010 Nov-Jan		
<b>UTILIZATION</b>						
Total Eligible Employees	127	127	127	127	127	
* Employees Seen (Initial Assessment Visits)	6	4	18	19	47	
*** <b>EAP Utilization</b>	<b>4.7%</b>	<b>3.1%</b>	<b>14.2%</b>	<b>15.0%</b>	<b>37.0%</b>	
Subsequent Visits ( data used to calculate percent of utilization)	31	23	38	36	128	
<b>PROGRAM ACTIVITY</b>						
Telephone Assessment/Crisis	5	2	21	13	41	
Failed Intake Appointment	0	0	1	1	2	
* Critical Incident Stress Management (Hrs.)	0	0	16	11	27	Hr
Training/Workshops (Hrs.)	0	0	1	0	1	Hr
Consultation (Hrs.)	1	1	0	0	2	Hr
Telephone Information Only (Calls)	7	6	14	12	39	
<b>REFERRAL DATA</b>						
Self-referred	4	4	16	15	39	
Supervision/Personnel (Informal)	1	0	2	4	7	
Supervision/Personnel (Formal)	0	0	0	0	0	
Family/Friend/Co-worker	1	0	1	5	7	
<b>CLIENT DEMOGRAPHICS - Primary Client/Employee</b>						
<b>Gender</b>						
Male	3	2	4	4	13	
Female	3	2	14	15	34	
<b>Length of Employment</b>						
Less than 1 year	1	1	1	0	3	
1-4 years	1	1	5	1	8	
5-9 years	2	1	4	4	11	
10-14 years	2	1	5	3	11	
15-19 years	0	0	0	0	0	
20 plus	0	0	0	0	0	
Not reported	0	0	3	11	14	
<b>Age Category of Employee</b>						
Under 30	0	0	1	0	1	
30-39	1	1	4	3	9	
40-49	4	2	2	1	9	
50-59	1	0	4	0	5	
60 plus	0	0	0	0	0	
Not reported	0	0	3	11	14	
<b>Ethnicity</b>						
Caucasian	6	4	18	19	47	
Native American	0	0	0	0	0	
Hispanic	0	0	0	0	0	
Black	0	0	0	0	0	
Asian	0	0	0	0	0	
Other	0	0	0	0	0	

**MENOMINEE COUNTY**

**TO:** County Administrator  
**FROM:** Gil Garcia, MSW, EAP Account Manager  
**RE:** Employee Assistance Utilization for period:

**CONTRACT PERIOD:**  
**Feb.1, 2009 - January 31, 2010**

ASSESSED PROBLEMS (Employees/families present more than one problem)	Quarter				YTD
	1	2	3	4	
	Feb-Apr 2009	May-Jul 2009	Aug-Oct 2009	Nov-Jan 10-Sep	
Crisis	1	0	10	12	23
Parenting/family	1	0	2	0	3
Marital/other relationship	3	3	1	1	8
Domestic Violence	0	0	0	1	1
Aging Parents	0	0	1	0	1
Child-emotional/school	0	2	0	0	2
Work Stress	3	4	16	17	40
Anxiety/Depression/Other Psychological Stress	2	3	2	2	9
Alcohol	2	3	4	0	9
Other Drug	0	1	1	0	2
Alcohol/Drug -family member	0	0	0	0	0
Gambling	0	0	1	0	1
Other Addiction	0	0	0	0	0
Health	0	0	1	0	1
Financial	1	0	1	0	2
Housing	0	0	0	0	0
Legal	0	0	2	0	2
Career/Vocational	0	1	0	0	1
Other	0	0	1	2	3
** Grief	0	1	16	13	30

**DISPOSITION OF ALL CASES DURING QUARTER**  
**(Client may be referred to more than one service)**

Appropriate for Brief Treatment by EAP	6	4	18	19	47
Psychiatrist	0	0	0	0	0
Psychologist	0	0	0	0	0
Primary Care Physician	0	1	4	3	8
Inpatient Psychiatric	0	0	0	0	0
Outpatient Chemical Dependency	0	0	0	0	0
Inpatient Chemical Dependency	0	0	0	0	0
Outpatient Mental Health	0	0	0	4	4
Support Group	0	0	0	0	0
Structured Outpatient Program	0	0	0	0	0
Financial Counselor	0	0	0	0	0
Legal Assistance	0	0	0	0	0
Other	0	0	0	0	0

\*\*\* The standard for a successful utilization rate is 5-10%. This year's rate is far above that standard at 37%.

\* **YTD: 4 employee used out-of-town providers/& Stephenson**

\* **Quarterly Newsletters are sent for all employees through the Administrator's Office**

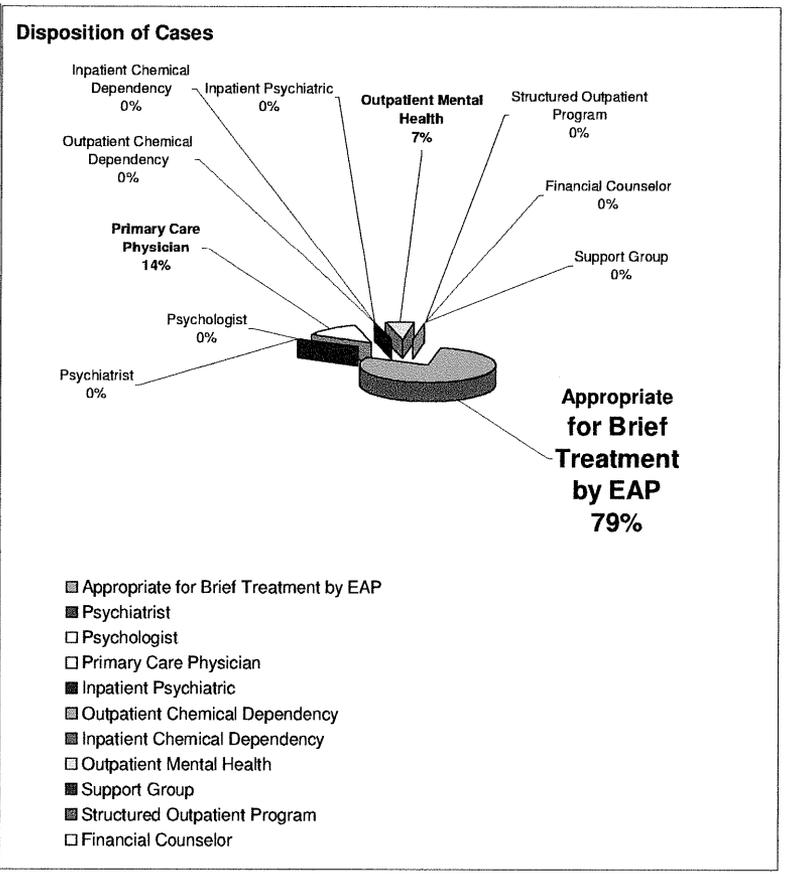
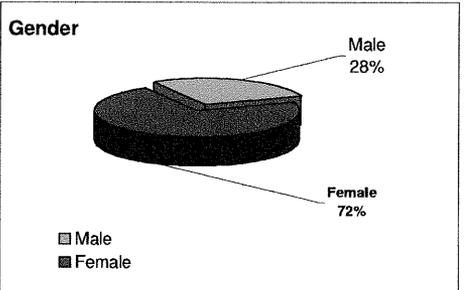
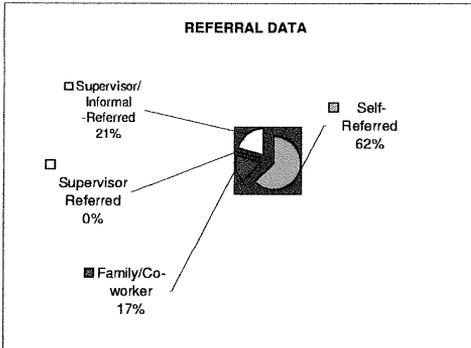
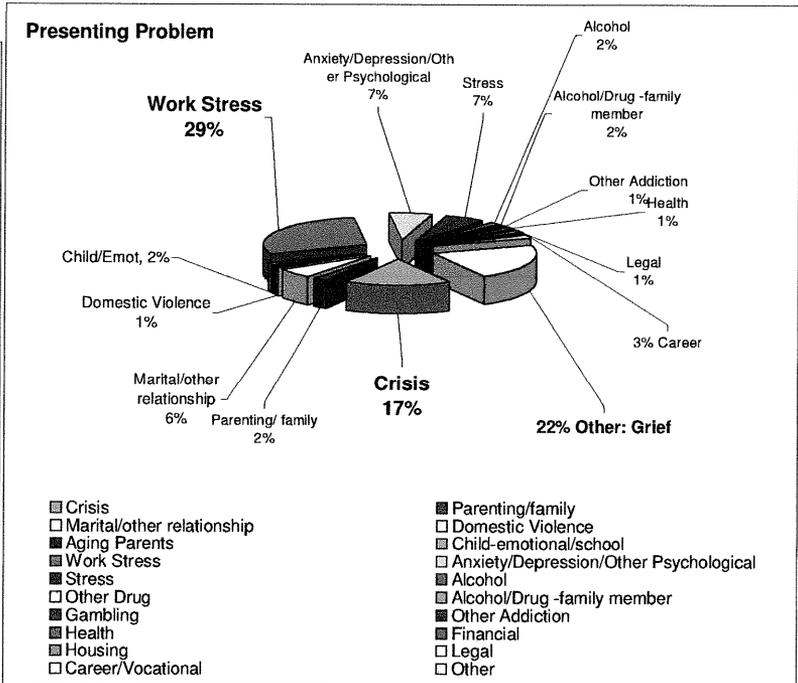
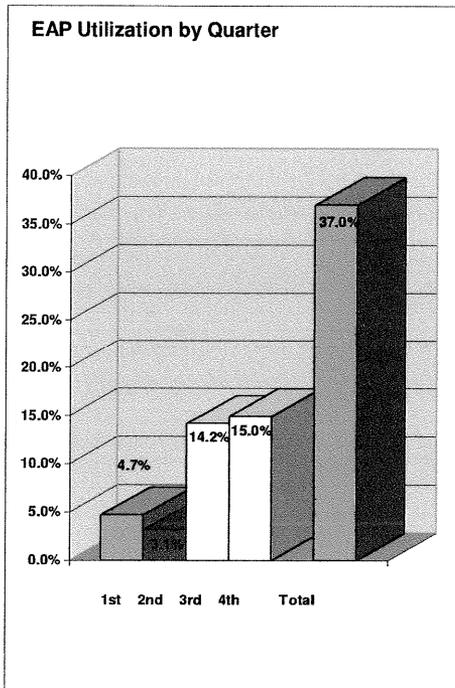
Please visit our website:

www.concernedassociates.com

**Year to Date Totals**

**TO:** County Administrator  
**FROM:** Gil Garcia, MSW, EAP Account Manager  
**RE:** Employee Assistance Utilization for period:

**CONTRACT PERIOD:**  
 Feb.1, 2009 - January 31, 2010



# Employee Assistance Program



**Menominee County**  
www.menomineecounty.com

*CONCERNED associates*

**TO:** County Administrator  
**FROM:** Gil Garcia, MSW, EAP Account Manager  
**RE:** Employee Assistance Utilization for period:

**CONTRACT PERIOD:**  
**Feb.1, 2010 - January 31, 2011**

**4th Quarter stats are incomplete**

	Quarter				YTD
	1	2	3	4	
	2010 Feb-Apr	2010 May-July	2010 Aug-Oct	2010-2011 Nov-Jan	
<b>UTILIZATION</b>					
Total Eligible Employees	127	127	127	127	127
* Employees Seen (Initial Assessment Visits)	5	3	4	9	21
<b>EAP Utilization</b>	<b>3.9%</b>	<b>2.4%</b>	<b>3.1%</b>	<b>7.1%</b>	<b>16.5%</b>
Subsequent Visits	21	15	28	32	96
* ( data used to calculate percent of utilization)					
<b>PROGRAM ACTIVITY</b>					
Telephone Assessment/Crisis	6	2	3	3	14
Failed Intake Appointment	0	1	0	0	1
* Critical Incident Stress Management (Hrs.)	0	0	0	3	3 Hr
Training/Workshops (Hrs.)	0	0	0	0	0 Hr
Consultation (Hrs.)	0	1	1	0	2 Hr
Telephone Information Only (Calls)	0	0	0	0	0
<b>REFERRAL DATA</b>					
Self-referred	5	3	3	7	18
Supervision/Personnel (Informal)	0	0	1	2	3
Supervision/Personnel (Formal)	0	0	0	0	0
Family/Friend/Co-worker	0	0	0	0	0
<b>CLIENT DEMOGRAPHICS - Primary Client/Employee</b>					
<b>Gender</b>					
Male	2	1	2	5	10
Female	3	2	2	4	11
<b>Length of Employment</b>					
Less than 1 year	1	0	1	0	2
1-4 years	2	1	2	2	7
5-9 years	2	1	1	2	6
10-14 years	0	1	0	1	2
15-19 years	0	0	0	0	0
20 plus	0	0	0	0	0
Not reported	0	0	0	4	4
<b>Age Category of Employee</b>					
Under 30	1	0	0	0	1
30-39	1	1	1	2	5
40-49	2	2	1	3	8
50-59	1	0	0	0	1
60 plus	0	0	0	0	0
Not reported	0	0	2	4	6
<b>Ethnicity</b>					
Caucasian	5	3	4	9	21
Native American	0	0	0	0	0
Hispanic	0	0	0	0	0
Black	0	0	0	0	0
Asian	0	0	0	0	0
Other	0	0	0	0	0

**MENOMINEE COUNTY**

**TO:** County Administrator  
**FROM:** Gil Garcia, MSW, EAP Account Manager  
**RE:** Employee Assistance Utilization for period:

**CONTRACT PERIOD:**  
**Feb.1, 2010 - January 31, 2011**

ASSESSED PROBLEMS (Employees/families present more than one problem)	Quarter				YTD
	1	2	3	4	
	Feb-Apr 2010	May-July 2010	Aug-Oct 2010	Nov-Jan 2010-2011	
Crisis	1	1	0	2	4
Parenting/family	0	0	2	0	2
Marital/other relationship	2	0	0	0	2
Domestic Violence	0	0	0	0	0
Aging Parents	0	0	0	0	0
Child-emotional/school	0	0	0	2	2
Work Stress	2	1	1	3	7
Anxiety/Depression/Other Psychological Stress	5	2	3	7	17
Alcohol	0	0	0	0	0
Other Drug	0	0	0	0	0
Alcohol/Drug -family member	0	0	0	0	0
Gambling	0	0	0	0	0
Other Addiction	0	0	0	0	0
Health	0	0	0	0	0
Financial	0	0	0	0	0
Housing	0	0	0	0	0
Legal	0	0	0	0	0
Career/Vocational	0	0	0	0	0
Other	1	0	1	0	2

**DISPOSITION OF ALL CASES DURING QUARTER**  
**(Client may be referred to more than one service)**

Appropriate for Brief Treatment by EAP	5	3	4	9	21
Psychiatrist	0	0	0	0	0
Psychologist	0	0	0	0	0
Primary Care Physician	0	1	0	3	4
Inpatient Psychiatric	0	0	0	0	0
Outpatient Chemical Dependency	0	0	0	0	0
Inpatient Chemical Dependency	0	0	0	0	0
Outpatient Mental Health	0	0	0	0	0
Support Group	0	0	0	0	0
Structured Outpatient Program	0	0	0	0	0
Financial Counselor	0	0	0	0	0
Legal Assistance	0	0	0	0	0
Other	0	0	0	0	0

\* **YTD: 2 employees used out-of-town providers in Stephenson/ Escanaba**

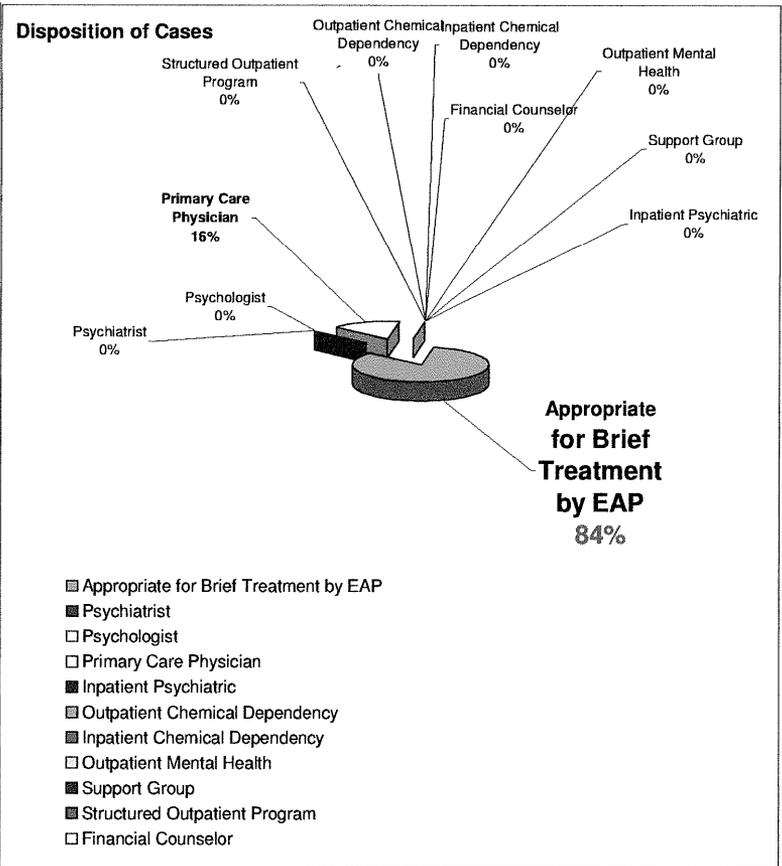
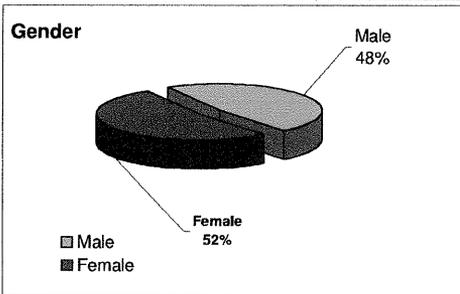
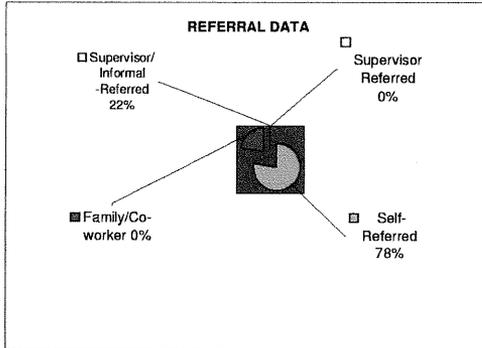
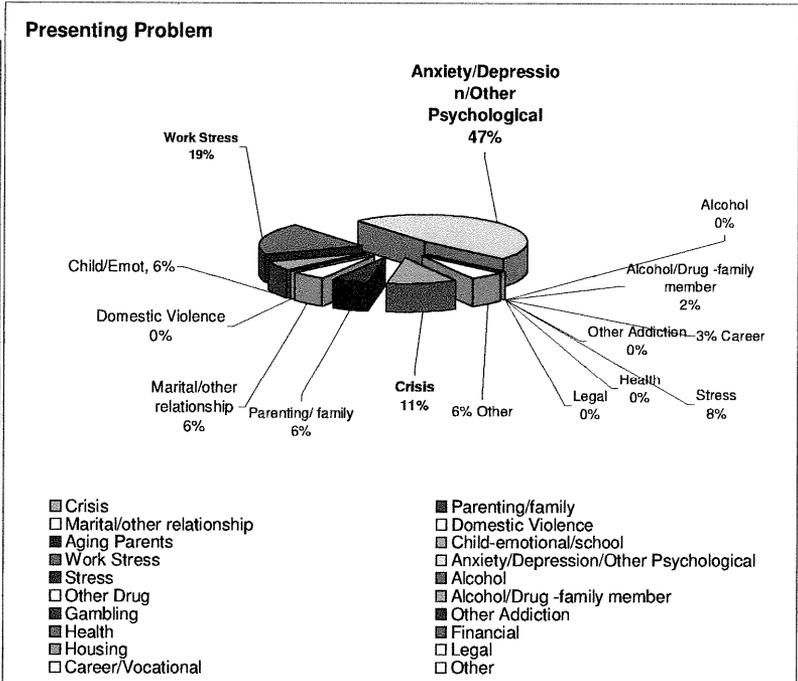
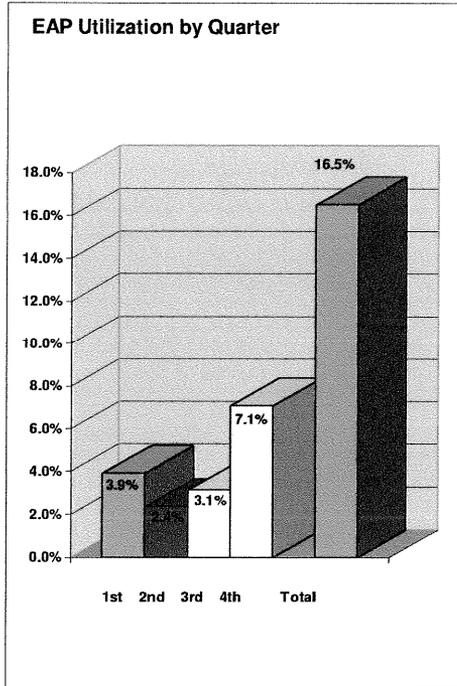
\* **Quarterly Newsletters are sent for all employees through the Administrator's Office**

Please visit our website:  
[www.concernedassociates.com](http://www.concernedassociates.com)

Year to Date Totals

TO: County Administrator  
 FROM: Gil Garcia, MSW, EAP Account Manager  
 RE: Employee Assistance Utilization for period:

CONTRACT PERIOD:  
 Feb.1, 2010 - January 31, 2011



# MENOMINEE COUNTY BOARD OF COMMISSIONERS AGENDA ITEM

<b>SUBJECT:</b>	Resolution 2011-04 – Honoring Kenneth Krause
<b>DEPARTMENT:</b>	County Clerk
<b>ATTACHMENTS:</b>	Yes
<b>SUMMARY:</b>	
<p>Mr. Krause was the County Clerk/Register of Deeds for 26 years.            Due to his recent death, Marc Kleiman requests he be honored for his years of dedication to the county.</p>	
<b>RECOMMENDED MOTION</b>	
To approve Resolution 2011-04 – Honoring Kenneth Krause.	

Submitted by:     **Brian Bousley**    

    **02/03/2011**      
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  
RESOLUTION  
2011-04**

**HONORING**

**KENNETH KRAUSE**

**WHEREAS**, Kenneth Krause served as Menominee County Clerk/Register of Deeds for twenty six years (January 1, 1959 to December 31, 1984); and has faithfully and efficiently performed his duties as County Clerk/Register of Deeds; and

**WHEREAS**, Kenneth displayed dedication, initiative and resourcefulness

**WHEREAS**, Kenneth performed his duties with professionalism, dignity and respect for the members of the public; and

**WHEREAS**, Kenneth gave of himself in both time and service for the benefit of Menominee County; and

**WHEREAS**, Kenneth was a credit to the County of Menominee and exemplified Public Service at its finest, carrying forward a sense of pride to our County

**THEREFORE BE IT RESOLVED THAT**, the Menominee County Board of Commissioners, hereby recognize Kenneth Krause for his 26 years of loyal and faithful service to the citizens of Menominee County

**THIS SPECIAL TRIBUTE, THEREFORE, IS DEDICATED BY THE MENOMINEE COUNTY BOARD OF COMMISSIONERS AND ITS CLERK, TO THE FAMILY OF KENNETH KRAUSE FOR HIS PAST CONTRIBUTION TO THE PEOPLE OF MENOMINEE COUNTY.**

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

\_\_\_\_\_  
James Furlong, Chairman  
Menominee County Board  
of Commissioners

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

Commissioners:    *Bernie Lang*    *James Furlong*    *Charlie Meintz*    *Mark Jasper*    *Jim Pearson*

# MENOMINEE COUNTY BOARD OF COMMISSIONERS AGENDA ITEM

<b>SUBJECT:</b>	<b>Valley Mechanical – Temporary Heating System for Jail</b>
<b>DEPARTMENT:</b>	<b>Administration</b>
<b>ATTACHMENTS:</b>	<b>yes</b>
<b>SUMMARY:</b>	
<p>Valley Mechanical installed a temporary heating system in the county jail when the current system failed. It was cheaper than transporting prisoners to other facilities until the new HVAC is installed. An invoice was received for labor and parts in the amount of \$12,043.80. Approval is needed for this emergency temporary installation. Discussion of account where the funds will come from. (Contingency Fund – 101-997-999.17)</p>	
<b>RECOMMENDED MOTION</b>	
<p>to approve payment in the amount of \$12,043.80 to Valley Mechanical Inc. for an emergency purchase to install a Temporary Heating system for the Jail. Invoice #1658 received 1-18-2011. Funds are to be disbursed from acct.# 101-997-999.17 (Contingency Fund).</p>	

Submitted by:     **Brian Bousley**    

    **02/03/2011**      
Date

**WORKSHOP ACTION**

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

**COUNTY BOARD ACTION**

**DATE:**

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

Menominee County Jail

Labor = \$6810.00

11/6- 5 guys = 57.5 hrs @ \$60 per hour

11/7- 4 guys = 52 hrs @ \$60 per hour

11/8 - 4 guys = 4 hrs @ \$60 per hour

	qty	price
Rental for 5 furnaces \$500 each		2500
light bulbs		16
grounding plug 15a 3 wire	1	4.7375
plug fround pvc 15a	1	3.7375
wire brush 10" poly shoe	1	4.1125
connector nm 3/8 "	3	1.8375
body plug 3wire yellow 15a	1	8.1125
grounding connector 15a	1	7.4875
rubber plug grnd	2	9.975
roll of wire	1	187.5
4x8x16 partition block	9	8.55
4x8x2" T&G foam-dow "R"	1	27.4625
maxitrol regulator with limiter 10psi	1	16.125
1 1/4x1 1/4x 1/2 mal blk tee	6	48.0125
2x 1 1/4 mal blk coupling	1	9.15
2x3 std black nipple	1	3.3875
1 1/4 x close std blk nipple	6	10.4
1 1/4 blk plug	1	1.7875
3/4x 1/2 blk bushing	12	23.35
4x3 flat reducer	2	8.475
R500s- 1/2" maxitrol	2	144.75
325-3 1/2" maxitrol	4	147.9
1/2" gas cock	10	67.125
3/4" gas cock	6	61.35
1/2 wardflex- 50' coil	3	374.4
3/4 wardflex 50' coil	2	325.75
3/4 mechanical joint fitting	7	100.1
1/2 mechanical joint fitting	11	115.3625
ma-line duct ties	2 pks	49.475
505 heat only mech t-stat braeburn	6	79.5
4" 26ga elbow	24	57.375
14 crimped collar	6	22.0625
12 crimped collar	11	35.975
14 plain collar	3	11.525
4" gas vent pipe 3'	7	143.0625
12 25' insulated flex duct	3	138.9375
14 25' insulated flex duct	2	113.3
duct tape	2	16.425
4"x2' 26 ga pipe	20	68.2125
2x3 std black nipple	1	-3.3875
3/4 gas cock	6	-61.35
3/4 wardflex 50' coil	2	325.75

5233.8

VALLEY MECHANICAL, INC.

W6106 OAK CREST DRIVE

NORWAY, MI 49870

**COPY RECEIVED**

101-997-999.17  
Contingency fund  
**Invoice**

1/18/2011

Date	Invoice #
1/1/2011	1658

Menominee County Administrator

Bill To
Menominee County Jail Attn: County Adm. 839 10th Ave Menominee, MI 49858

Ship To

Terms	Ship	
Due on receipt	1/1/2011	

Quantity	Item Code	Description	Amount
113.5	Labor	Install Temporary Heating system	6,810.00
	Parts and materials	Temporary furnaces, gas piping, etc	5,233.80T

Thank you for your business. Dave Dunn

101-103-995.00  
229,700  
14,500  
\$ 244,200  
Approved Total Cost to Valley Mech. for Bid on HVAC

Pay.	\$0.00
Balance due	\$12,043.80

Phone #	Fax #
906-563-9129	906-563-8610

Web Site
www.valleymechanical.net

# MENOMINEE COUNTY BOARD OF COMMISSIONERS AGENDA ITEM

<b>SUBJECT:</b>	<b>Concerned Associates – Employee Assistance Program Contract</b>
<b>DEPARTMENT:</b>	<b>Administration</b>
<b>ATTACHMENTS:</b>	<b>Yes</b>
<b>SUMMARY:</b>	
<p><b>Contract services with Concerned Associates is enclosed. Approval is necessary of this service to the County. Contract is for one year (2.1.2011 to 1.31.2012) in the amount of \$4,318. Payment will be billed quarterly in the amount of \$1,079.50 with the first payment due on 2.1.2011.</b></p>	
<b>RECOMMENDED MOTION</b>	
<p>To approve a one year (2-1-2011 – 1-31-2012) Employee Assistance Contract with “Concerned Associates” in the amount of \$4,318.00 for services provided to the county. Funds to be disbursed quarterly in the amount of \$1,079.50 from account number 101-103-801.00 (Professional Contract Services)</p>	

Submitted by:     **Brian Bousley**    

    **02/03/2011**      
Date

**WORKSHOP ACTION**

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

**COUNTY BOARD ACTION**

**DATE:**

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

# ***EMPLOYEE ASSISTANCE CONTRACT***

1

**MENOMINEE COUNTY**

**AND**

**Gilbert E. Garcia d/b/a CONCERNED ASSOCIATES**

**February 1, 2011 to January 31, 2012**

This Agreement would be entered into by and between **MENOMINEE COUNTY**, located at 839 10<sup>th</sup> Avenue, Menominee, Michigan 49858 and **CONCERNED ASSOCIATES (herein referred to as CONCERNED)**, beginning **February 1, 2011**, and ending **January 31, 2012** for the purpose of providing employee assistance services to employees of Menominee County and dependent members of their families. **Menominee County** and **CONCERNED** hereby agree that:

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

8. **CONCERNED** will provide utilization reports. **CONCERNED** will provide such other reports as shall be mutually agreeable.
9. EAP quarterly newsletters, brochures, posters, and a published provider network will be made available by **CONCERNED**. **Menominee County** will distribute these and any other promotional materials for its employee assistance program in consultation with **CONCERNED**.
10. **CONCERNED** will provide four (4) hours in-service training/workshops, PER YEAR, as requested by **Menominee County**, at no additional cost.
11. The services provided to Covered Persons and any records kept under the terms of this Agreement shall be strictly in accordance with applicable state and federal laws regarding confidentiality. All Employee Assistance records will be owned by **CONCERNED** and not accessible by **Menominee County**.
12. **CONCERNED** will not discriminate in the provision of service because of handicap, race, color, creed, national origin, sex, or age.
13. Neither party may assign, subcontract or otherwise transfer its duties and/or obligations under this Agreement without the prior written approval of the other. Neither may assign any cause of action that may arise from any breach of this Agreement, and all rights of subrogation are hereby waived, the parties agreeing not to sue each other if insurance covers their loss.
14. Each party must give prompt, written notice of any alleged breach by the other of this Agreement. Any claim that a provision of this Agreement has been breached must be filed in a court of law within one year of the first date on which the other party is alleged to have breached that provision.
15. Neither party shall be liable for consequential damages as a result of any breach of its obligations under this Agreement. This Agreement is not intended by either party to be a third party beneficiary contract. This Agreement shall be enforceable only by the parties hereto.
16. The terms of this Agreement shall be TWELVE (12) months, beginning February 1, 2011, and ending January 31, 2012, unless terminated by either party by providing written notice to the other at least sixty (60) days in advance of the termination date. Any such notice shall be provided to the principal office of the recipient.
17. Based on the current level of 110 eligible employees, **Menominee County** will pay Gilbert E. Garcia dba **CONCERNED ASSOCIATES \$4,318 FOR ONE YEAR**, for all EAP services described herein. This fee can be paid in a lump sum or in quarterly payments of \$1,079.50, with the first quarter payment due February 1, 2011. Should the number of eligible employees significantly increase or decrease during the term of this Agreement, the quarterly payment may be adjusted accordingly.

**CONFIDENTIALITY:**

18. **Menominee County** recognizes that information gathered from Clients by **CONCERNED ASSOCIATES** shall be and remain confidential and that except upon appropriate written authorization of such Clients, such information shall not be released to third parties including **Menominee County**. All Program records, including all records relative to treatment and referrals of clients, shall remain the property of C.A. **Menominee County** recognizes that no third party shall be permitted access to records without client consent per Federal and State guidelines.

Gilbert E. Garcia d/b/a Concerned Associates



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

12-16-10

\_\_\_\_\_  
Date

Menominee County

\_\_\_\_\_  
County Representative

\_\_\_\_\_  
Date

# MENOMINEE COUNTY BOARD OF COMMISSIONERS AGENDA ITEM

<b>SUBJECT:</b>	<b>Application for appointment to miscellaneous boards, committees or commissions</b>
<b>DEPARTMENT:</b>	<b>Administration</b>
<b>ATTACHMENTS:</b>	<b>Yes</b>
<b>SUMMARY:</b>	
Discussion of allowing the application for appointments to misc. boards/committees/commissions. This would provide the board to make committee appointments based on qualifications.	
<b>RECOMMENDED MOTION</b>	
To approve the Application for appointment to miscellaneous boards, committees or commissions.	

Submitted by:     **Brian Bousley**    

    **02/03/2011**      
Date

**WORKSHOP ACTION**

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

**COUNTY BOARD ACTION**

**DATE:**

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



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9. Do you have a conflict of interest or potential conflict of interest such as a financial or business interest in any contracts, grants, permits, etc. with Menominee County? If so, list the interest (except where required for the appointment).

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10. List any family members who are or have been employed by Menominee County or are or have been elected to County offices.

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11. Is this an application for reappointment? Yes \_\_\_\_\_ No \_\_\_\_\_

If yes, how many years have you served on this board? \_\_\_\_\_

Please indicate your attendance record for the term(s) served \_\_\_\_\_ / \_\_\_\_\_  
No. of meetings attended No. of meetings held

Comments/clarification (only if necessary)

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12. Briefly indicate your qualifications for appointment to this specific board and why you believe your appointment will benefit Menominee County.

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13. I hereby apply for appointment to \_\_\_\_\_ and do swear or affirm that (1) if appointed, I will comply with all statutory and other requirements and obligations of my appointment; (2) if I cease to comply with such requirements, I automatically forfeit said appointed position; (3) I hold no position or appointment which is a conflict of interest with the appointed position applied for; and (4) to the best of my knowledge and belief, I possess the requisite qualifications for the office I am seeking.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Name (Print or Type)

Note: Applicants may attach additional information pertaining to this application for appointment.

- Resume
- Letter of Reference
- Letter of Intent

# MENOMINEE COUNTY BOARD OF COMMISSIONERS AGENDA ITEM

<b>SUBJECT:</b>	<b>Resolution 2011-05 – Support of the withdrawal of Remonumentation memo. No. 16</b>
<b>DEPARTMENT:</b>	<b>Administration</b>
<b>ATTACHMENTS:</b>	yes
<b>SUMMARY:</b>	
<p>There is controversy with Memorandum No. 16 from the State Remonumentation program. Violation of the Headlee Amendment – mandates fully funded by the State. Reduction of reimbursable cost items drastically limit each county’s ability to properly fulfill the basic goals of the Remonumentation Program.</p>	
<b>RECOMMENDED MOTION</b>	
approve Resolution 2011-05 – Support of the withdrawal of Remonumentation Memo. No. 16.	

Submitted by:     **Brian Bousley**    

    **02/03/2011**      
Date

**WORKSHOP ACTION**

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

**COUNTY BOARD ACTION**

**DATE:**

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

## MENOMINEE COUNTY BOARD OF COMMISSIONERS

*Menominee County Courthouse  
839 10<sup>th</sup> Avenue  
Menominee, MI 49858*

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

### RESOLUTION 2011-05

#### IN SUPPORT OF THE WITHDRAWAL OF REMONUMENTATION - MEMORANDUM NO. 16

**WHEREAS**, Act 345 of 1990 established the statewide Michigan Remonumentation Program, to be funded by fees collected at the Register of Deeds Office in each county and sent to a dedicated account at the State, to be administered by the counties, but distributed by annual grants from the State of Michigan, and;

**WHEREAS**, Act 346 of 1990 established the funding mechanism for those grants, and;

**WHEREAS**, the Headlee Amendment to the Constitution of the State of Michigan prohibits state government and its agencies from imposing new mandated programs on counties and municipalities unless those mandates are fully funded, and;

**WHEREAS**, the Headlee Amendment also prohibits state agencies from reducing the state financed proportion of necessary costs for existing activities or services mandated by the state, and;

**WHEREAS**, the Office of Land Survey and Remonumentation within the Department of Energy, Labor & Economic Growth has issued information Memorandum No. 16 dated November 18, 2010 which purports to drastically reduce the reimbursable cost items, and drastically limit each county's ability to properly fulfill the basic goals of the Remonumentation Program, and;

**WHEREAS**, many of the provisions of Memorandum No. 16 are in direct violation of the Headlee Amendment, and;

**WHEREAS**, there are far too many onerous provisions within Memorandum No. 16 to fully itemize within a single resolution;

**THEREFORE BE IT RESOLVED:** that the Menominee County Board of Commissioners demands that Memorandum No. 16 be immediately withdrawn in its entirety so that the grant process for 2011 may proceed without unconstitutional restriction, and that any future program revisions be developed in cooperation and collaboration with the counties.

Moved by \_\_\_\_\_, seconded by \_\_\_\_\_ that the resolution be adopted. Date: \_\_\_\_\_

I, Marc Kleiman, the duly qualified and acting Clerk of Menominee County, do hereby certify that the following resolution was adopted at a meeting of the county Board of Commissioners held on \_\_\_\_\_; is on file; has not been amended, altered or revoked; and is in full force and effect.

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

*James Furlong*

*Bernie Lang*

*Charlie Meintz*

*Jim Pearson*

*Mark Jasper*

# MENOMINEE COUNTY BOARD OF COMMISSIONERS AGENDA ITEM

<b>SUBJECT:</b>	<b>Road Patrol Millage – Ballot Language</b>
<b>DEPARTMENT:</b>	<b>Sheriff</b>
<b>ATTACHMENTS:</b>	<b>Yes</b>
<b>SUMMARY:</b>	
<p>Sheriff Marks has submitted the ballot language for the Road Patrol Millage. This language must be approved and submitted to the County Clerk by Feb. 22, 2011 to be eligible for the May 3, 2011 election.</p>	
<b>RECOMMENDED MOTION</b>	
<p>To approve the Road Patrol Millage – Ballot Language as stated below:</p> <p style="padding-left: 40px;">For the purpose of authorizing funding to replace the existing millage for the operation of Sheriff's Emergency Response/24-Hour Road Patrol Services, shall the constitutional limitation upon the total amount of taxes which may be assessed in one (1) year upon all property within the County of Menominee, Michigan, be increased by 1.795 mills (\$1.795 per \$1,000 of taxable value) for a period of seven (7) years (2011 -2017) inclusive?</p> <p style="padding-left: 40px;">(If approved and levied in full, this millage will raise an estimated \$1,238,343.43 for Sheriff Emergency Response Services Road Patrol purposes in the first calendar year.)</p>	

Submitted by:       **Brian Bousley**      

      **02/04/2011**        
Date

**WORKSHOP ACTION**

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

**COUNTY BOARD ACTION**

**DATE:**

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

For the purpose of authorizing funding to replace the existing millage for the operation of Sheriff's Emergency Response/24-Hour Road Patrol Services, shall the constitutional limitation upon the total amount of taxes which may be assessed in one (1) year upon all property within the County of Menominee, Michigan, be increased by 1.795 mills (\$1.795 per \$1,000 of taxable value) for a period of seven (7) years (2011 -2017) inclusive?

(If approved and levied in full, this millage will raise an estimated \$1,238,343.43 for Sheriff Emergency Response Services Road Patrol purposes in the first calendar year.)

Minutes of a regular meeting of the Menominee County Board of Commissioners, held at the Menominee County Courthouse, 839 10th Ave., Menominee, Michigan 49858, on the \_\_\_\_\_ day of \_\_\_\_\_, 2011, at \_\_\_\_\_ p.m.

PRESENT:

ABSENT:

The following preamble and resolution were offered by Commissioner \_\_\_\_\_ and supported by Commissioner \_\_\_\_\_.

**RESOLUTION NO. 2011-06**

**SHERIFF'S EMERGENCY RESPONSE/24-HOUR ROAD PATROL SERVICES  
MILLAGE RENEWAL PROPOSAL**

**WHEREAS**, County Sheriff Emergency Response Services are of substantial benefit to the citizens of the County of Menominee; and

**WHEREAS**, the Board of Commissioners of the County of Menominee deems it necessary and expedient for the County to operate and maintain the County Sheriff's Emergency Response/24-Hour Road Patrol functions; and

**WHEREAS**, a county-wide Sheriff's Emergency Response/24-Hour Road Patrol millage of 1.15 mills was authorized by the voters on November 15, 1994, August 6, 1998, August 6, 2002 and will expire Dec. 31, 2011; and

**WHEREAS**, it is anticipated that 1.795 mills will be necessary to continue a county-wide Sheriff's Emergency Response/24-Hour Road Patrol Services Program; and

**WHEREAS**, the Board of Commissioners of the County of Menominee has determined that it is appropriate to submit a millage proposition to the electors of the County to determine whether or not they desire to raise funds for the purpose of continued Sheriff's Emergency Response/ 24-Hour Road Patrol Services at the next election to be held on May 3, 2011; and

**WHEREAS**, the Board of Commissioners for the County of Menominee seeks to have the voters of said County determine whether or not they desire to raise funds for the purpose of supportive activities directed toward the provision of Sheriff's Emergency Response/24-Hour Road Patrol Services by approving a millage 1.795 mills for a period of seven (7) years, immediately following approval in 2011 through Dec. 2017, inclusive.

**NOW, THEREFORE, BE IT RESOLVED**, that the following question be submitted to a vote of the electorate of Menominee County at the next election to be held on May 3, 2011.

**SHERIFF'S EMERGENCY RESPONSE/24-HOUR ROAD PATROL SERVICES**  
**MILLAGE PROPOSAL**

For the purpose of authorizing funding to replace the existing millage for the operation of Sheriff's Emergency Response/24-Hour Road Patrol Services, shall the constitutional limitation upon the total amount of taxes which may be assessed in one (1) year upon all property within the County of Menominee, Michigan, be increased by up to 1.795 mills (\$1.795 per \$1,000 of taxable value) for a period of seven (7) years (2011 -2017) inclusive?

(If approved and levied in full, this millage will raise an estimated \$1,238,343.43 for Sheriff Emergency Response Services Road Patrol purposes in the first calendar year.)

- Yes
- No

**BE IT FURTHER RESOLVED**, that this question is hereby certified to the County Clerk.

**BE IT FURTHER RESOLVED**, that the County Clerk is hereby directed to cause the proposition to be stated on the May 3, 2011 ballot and to be prepared and distributed in the manner required by law.

A ROLL CALL VOTE WAS TAKEN AS FOLLOWS

AYES:

NAYS:

**RESOLUTION DECLARED ADOPTED.**

\_\_\_\_\_  
James Furlong, Chairman, Menominee County Board of Commissioners

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

STATE OF MICHIGAN        )  
  ) ss.  
COUNTY OF Menominee    )

I hereby certify that the foregoing is a true and complete copy of Resolution \_\_\_\_\_ adopted by the County Board of Commissioners of Menominee County at a regular meeting held on \_\_\_\_\_, 2011, and I further certify that public notice of such meeting was given as provided by law.

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

# MENOMINEE COUNTY BOARD OF COMMISSIONERS AGENDA ITEM

<b>SUBJECT:</b>	Corrections Advisory Committee
<b>DEPARTMENT:</b>	Administration
<b>ATTACHMENTS:</b>	Yes
<b>SUMMARY:</b>	
<p>Our Corrections Advisory board (business sector) appointment expired on 12/31/2010. We had no applicants to reappoint in December.</p> <p>We've re-advertised and Dawn M. Wells (Menominee County Member whose term expired on 12/31/2010) has submitted a letter of interest to fill this appointment for another term.</p>	
<b>RECOMMENDED MOTION</b>	
<p>To appoint (<u>Dawn M. Wells</u>) to the Corrections Advisory Board (Business Sector) for a one (1) year term (1/1/2011-12/31/2011).</p>	

Submitted by:     **Brian Bousley**    

    **02/03/2011**      
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):

January 27, 2011

RECEIVED  
1/28/2011  
Menominee County Administrator

W4122 W. LaBelle Rd-38  
Powers, MI 49874

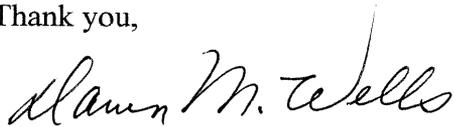
RE: Letter of Interest  
Corrections Advisory Board (Business Sector)

Menominee County Board of Commissioners:

I would like to be considered by the Menominee County Board of Commissioners for re-appointment to the Corrections Advisory Board for 2011.

If you have any questions you can reach me at 906-497-5849 or by email at [dawnmwells@sbcglobal.net](mailto:dawnmwells@sbcglobal.net).

Thank you,



Dawn M. Wells

# MENOMINEE COUNTY BOARD OF COMMISSIONERS AGENDA ITEM

<b>SUBJECT:</b>	<b>CUPPAD Regional Committee</b>
<b>DEPARTMENT:</b>	<b>Administration</b>
<b>ATTACHMENTS:</b>	<b>Yes</b>
<b>SUMMARY:</b>	
<p>CUPPAD Regional Committee appointments expire on 2/28/2011. Commissioners are asked to appoint two members: One (1) member at large and One (1) Planning Commission Member.</p>	
<b>RECOMMENDED MOTION</b>	
<p>to appoint (<i>Jerald A. Poupore or James Gardiner</i>) to the CUPPAD Regional Committee (Member at Large) for a two (2) year term (3/1/2011 – 2/28/2013).</p> <p>to appoint (<i>Lillian Schultz</i>) to the CUPPAD Regional Committee (Planning Commission Member) for a one (1) year term (3/1/2011 – 2/28/2012).</p>	

Submitted by:     **Brian Bousley**    

    **02/03/2011**      
Date

**WORKSHOP ACTION**

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

**COUNTY BOARD ACTION**

**DATE:**

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

RECEIVED

1/26/2011

Menominee County Administrator

25.2011

Menominee Board of Commissioners

Dear Sirs:

I have been Priviledged to represent Menominee County on the Cuygod Executive Board for the Past 4 yrs. I am Very interested in Continuing my appointment on this board. In the 4 yrs I have served I have never missed a meeting.

I would Very much appreciate each & every one of the Commissioners support in my endeavor. I am appointed & Promise to do the best job I am Capable of doing.

At Present I represent M.T.A. on the Committee but I Prefer to represent the entire Menominee County.

Sincerely  
Judd A Pockore  
103909 Co. RD. 380  
Carney MI 49812  
639-2646

Municipal Building (906) 753-6228  
Dept. of Public Works (906) 753-4769  
Police Dept. (906) 753-4006  
FAX (906) 753-4726  
TDD (800) 649-3777

Mayor Lowell Bengry

RECEIVED

1/19/2011 *A.*

Menominee County Administrator

## *City of Stephenson*

W628 Samuel St. • PO Box 467 • Stephenson, MI 49887-0467

January 18, 2011

Menominee County Board of Commissioners  
839 Tenth Ave.  
Menominee, MI 49858

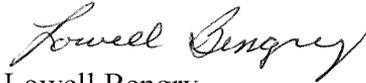
Dear Board Chairman:

The Stephenson City Council would like you to consider councilmember James Gardiner as a person of interest for the CUPPAD Regional Committee's member at large.

Mr. Gardiner has served on the CUPPAD Commission previously. He has been an active member on it and has an outstanding attendance record at their meetings.

Thank you in advance for your consideration of this matter.

Sincerely,



Lowell Bengry  
Mayor  
City of Stephenson

**SPALDING TOWNSHIP**  
W3798 U.S. 2 & 41, P.O. Box 161  
POWERS, MI 49874  
PH. 906-497-5850, FAX 906-497-5884

RECEIVED  
1/25/2011  
Menominee County Administrator

January 21, 2011

Menominee County Board of Commissioners  
Brian R. Bousley, County Administrator  
839 10<sup>th</sup> Avenue  
Menominee, MI 49858-3000

RE: Re-nomination to be considered for appointment to the CUPPAD  
Regional Committee

Dear Brian Bousley and Menominee County Board of Commissioners,

My present term on the CUPPAD Regional Committee expires on  
February 28, 2011; I am interested in reappointment to this committee.

At the meeting of the Menominee County Planning Commission on  
January 17, 2011, in Stephenson, MI, the Planning Commission  
designated me as the liaison with CUPPAD.

Please let this letter serve as my formal request for reappointment to the  
CUPPAD Regional Committee. Thank you for your consideration.

Respectfully,

  
Lillian Schultz  
Chairperson  
Menominee County Planning Comm.

# MENOMINEE COUNTY BOARD OF COMMISSIONERS AGENDA ITEM

<b>SUBJECT:</b>	Miscellaneous Bills
<b>DEPARTMENT:</b>	Administration/Board
<b>ATTACHMENTS:</b>	Yes
<b>SUMMARY:</b>	
Board to review recently submitted Miscellaneous Bills as paid on Jan 6, 7, 11, 14, 18 & 20, 2011 in the amount of \$67,078.86	
<b>RECOMMENDED MOTION</b>	
To Approve Miscellaneous Bills as paid on Jan 6, 7, 11, 14, 18 & 20, 2011 in the amount of \$67,078.86	

Submitted by:     **Brian Bousley**    

    **02/03/2011**      
Date

**WORKSHOP ACTION**

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

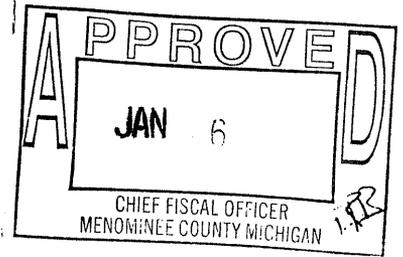
**COUNTY BOARD ACTION**

**DATE:**

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

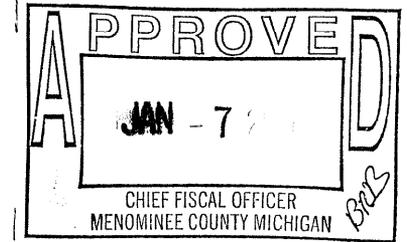
MENOMINEE COUNTY  
Claims Audit Report

Vendor Name	Vcher#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General								
AT&T - Aurora, IL	15737	12/19/2010	906863661412	Telephone Services - 911	266-325-850.00	594.36		\$594.36
Total Amount for Bank Account: General								\$594.36



MENOMINEE COUNTY  
Claims Audit Report

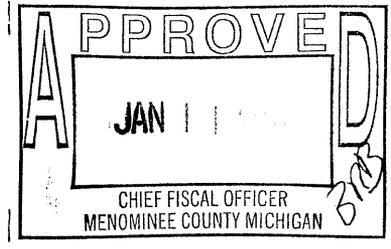
Vendor Name	Vcher#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General								
Eichhorn, Garry	15738	01/07/2011	Reimbursement	Mileage - December 2010	101-101-860.05	87.00		\$87.00
Total Amount for Bank Account: General								\$87.00



**MENOMINEE COUNTY  
Claims Audit Report**

Vendor Name	Vcher#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General								
<b>Standard Insurance Company</b>								
	15761	1/11/2011	STA53	December 2010 Life Insurance Premiun	101-101-713.00	11.50		\$193.20
	15761	1/11/2011	STA53	December 2010 Life Insurance Premiun	101-132-713.00	6.32		
	15761	1/11/2011	STA53	December 2010 Life Insurance Premiun	101-136-713.00	9.20		
	15761	1/11/2011	STA53	December 2010 Life Insurance Premiun	101-141-713.00	9.20		
	15761	1/11/2011	STA53	December 2010 Life Insurance Premiun	101-148-713.00	0.58		
	15761	1/11/2011	STA53	December 2010 Life Insurance Premiun	101-215-713.00	11.50		
	15761	1/11/2011	STA53	December 2010 Life Insurance Premiun	101-172-713.00	2.30		
	15761	1/11/2011	STA53	December 2010 Life Insurance Premiun	101-261-713.00	2.30		
	15761	1/11/2011	STA53	December 2010 Life Insurance Premiun	101-267-713.00	9.20		
	15761	1/11/2011	STA53	December 2010 Life Insurance Premiun	101-268-713.00	2.30		
	15761	1/11/2011	STA53	December 2010 Life Insurance Premiun	101-253-713.00	6.90		
	15761	1/11/2011	STA53	December 2010 Life Insurance Premiun	101-257-713.00	4.60		
	15761	1/11/2011	STA53	December 2010 Life Insurance Premiun	101-265-713.00	2.30		
	15761	1/11/2011	STA53	December 2010 Life Insurance Premiun	101-301-713.00	46.00		
	15761	1/11/2011	STA53	December 2010 Life Insurance Premiun	101-682-713.00	2.30		
	15761	1/11/2011	STA53	December 2010 Life Insurance Premiun	101-103-713.00	2.30		
	15761	1/11/2011	STA53	December 2010 Life Insurance Premiun	101-426-713.00	1.15		
	15761	1/11/2011	STA53	December 2010 Life Insurance Premiun	271-790-713.00	9.20		
	15761	1/11/2011	STA53	December 2010 Life Insurance Premiun	296-663-713.00	2.30		
	15761	1/11/2011	STA53	December 2010 Life Insurance Premiun	296-664-713.00	2.30		
	15761	1/11/2011	STA53	December 2010 Life Insurance Premiun	296-665-713.00	2.30		
	15761	1/11/2011	STA53	December 2010 Life Insurance Premiun	208-751-713.00	4.60		
	15761	1/11/2011	STA53	December 2010 Life Insurance Premiun	205-316-713.00	2.30		
	15761	1/11/2011	STA53	December 2010 Life Insurance Premiun	205-315-713.00	20.70		
	15761	1/11/2011	STA53	December 2010 Life Insurance Premiun	266-325-713.00	14.95		
	15761	1/11/2011	STA53	December 2010 Life Insurance Premiun	266-326-713.00	4.60		
<b>U.S. Postal Service (Hasler)</b>								
	15760	1/10/2011	Acct # 39576	Postage for postage machine	101-253-729.01	10,000.00		\$10,000.00
Total Amount for Bank Account: General								\$10,193.20

COPY



MENOMINEE COUNTY  
Check Register Report

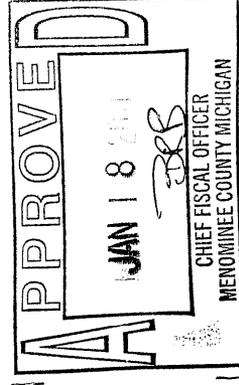
Check	Vchr#	Vendor Name	Vendor's Ref#	Description	Status	Debit Account	Check Date	Check Amount	CheckAmount\$
<b>Check Date: 01/01/2011 - 01/31/2011</b> <b>Bank Number: 83945 - 83949</b> <b>Bank Account: General - General</b>									
83945		ERICKSON WAYNE			Open		01/14/2011		
	15781	January 15, 2011		Court Appointed Attorney Payment	101-131-807.00		\$928.49		\$2,652.82
	15781	January 15, 2011		Court Appointed Attorney Payment	101-136-807.00		\$928.49		
	15781	January 15, 2011		Court Appointed Attorney Payment	101-132-807.00		\$596.88		
	15781	January 15, 2011		Court Appointed Attorney Payment	101-148-807.00		\$198.96		
83946		Klumb, Joseph			Open		01/14/2011		
	15783	January 15, 2011		Court Appointed Attorney Payment	101-131-807.00		\$928.49		\$2,652.82
	15783	January 15, 2011		Court Appointed Attorney Payment	101-136-807.00		\$928.49		
	15783	January 15, 2011		Court Appointed Attorney Payment	101-132-807.00		\$596.88		
	15783	January 15, 2011		Court Appointed Attorney Payment	101-148-807.00		\$198.96		
83947		LaCosse Law, P.C.			Open		01/14/2011		
	15784	January 15, 2011		Court Appointed Attorney Payment	101-131-807.00		\$928.49		\$2,652.82
	15784	January 15, 2011		Court Appointed Attorney Payment	101-136-807.00		\$928.49		
	15784	January 15, 2011		Court Appointed Attorney Payment	101-132-807.00		\$596.88		
	15784	January 15, 2011		Court Appointed Attorney Payment	101-148-807.00		\$198.96		
83948		Randall Phillipps			Open		01/14/2011		
	15782	January 15, 2011		Court Appointed Attorney Payment	101-131-807.00		\$928.49		\$2,652.82
	15782	January 15, 2011		Court Appointed Attorney Payment	101-136-807.00		\$928.49		
	15782	January 15, 2011		Court Appointed Attorney Payment	101-132-807.00		\$596.88		
	15782	January 15, 2011		Court Appointed Attorney Payment	101-148-807.00		\$198.96		
83949		SPARKS GEOFFERY			Open		01/14/2011		
	15780	January 15, 2011		Court Appointed Attorney Payment	101-131-807.00		\$928.49		\$2,652.82
	15780	January 15, 2011		Court Appointed Attorney Payment	101-136-807.00		\$928.49		
	15780	January 15, 2011		Court Appointed Attorney Payment	101-132-807.00		\$596.88		
	15780	January 15, 2011		Court Appointed Attorney Payment	101-148-807.00		\$198.96		

Total General

\$13,264.10

Grand Total:

\$13,264.10



MENOMINEE COUNTY  
Claims Audit Report

Vendor Name	Vcher#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General								
NMP SA								
	15811	1/14/2011	January 19, 2011	Brian Bousley	101-172-860.00	60.00		\$180.00
	15811	1/14/2011	January 19, 2011	Ken Marks	101-301-860.00	60.00		
	15811	1/14/2011	January 19, 2011	Marc Kleiman	101-215-860.00	60.00		
Total Amount for Bank Account: General								\$180.00

**COPY**

**A P P R O V E D**  
**JAN 18 2011**  
 CHIEF FISCAL OFFICER  
 MENOMINEE COUNTY MICHIGAN  
*SES*

MENOMINEE COUNTY  
Claims Audit Report

**A** JAN 20 2011  
**U**  
 Voucher Date: 1/13/2011  
 Vendor's Ref#: 92563  
 CHIEF FISCAL OFFICER  
 MENOMINEE COUNTY MICHIGAN

Vendor Name Vcher#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General							
A B C PRINTERS 15869	1/13/2011	92563	Letterhead	101-101-727.00	48.43		\$48.43
A Pane to Clean 15846	1/10/2011	Scott	Lead Abatement	274-690-809.59	1,183.00		\$1,183.00
Amber Krueger 15812	1/13/2011	4360	Mileage Reimbursement 12/27 - 12/30/10	101-132-801.00	35.00		\$79.00
15813	1/13/2011	4361	Home Visits (T.S.) 12/27 - 12/30/2010	101-132-801.00	44.00		
American Welding & Gas, Inc. 15905	12/23/2010	01108618	Oxygen	205-315-755.00	12.06		\$12.06
Amy Davis 15786	1/14/2011	2010-36589-SM	Witness \$6.00 Mileage \$2.00	101-267-804.00	8.00		\$8.00
Anderson, Garry 15849	12/3/2010	Reimbursement	November 2010 Mileage	101-101-860.03	39.00		\$39.00
Angela Carlson 15873	1/18/2011	2010-36830-FY	Witness \$6.00 Mileage \$15.00	101-267-804.00	21.00		\$21.00
Aron A. Doubek 15788	1/14/2011	2010-36589-SM	Witness \$6.00 Mileage \$2.00	101-267-804.00	8.00		\$8.00
AT&T - Aurora, IL 15843	1/1/2011	906753458201	Shakey Lakes Park - January 2011	101-103-850.00	42.81		\$1,086.59
15844	1/1/2011	906753220901	Annex - January 2011	101-103-850.00	349.58		
15845	1/1/2011	906R41083901	January 2011	101-103-850.00	694.20		
Auto Parts Pitstop, Inc. 15793	1/3/2011	34137	Filter	208-751-930.02	8.49		\$8.49
Big Chill Ice Company 15880	1/17/2011	4366	Juvenile Restitution - Steven James Dic	292-000-201.00	10.00		\$10.00
BP 15903	1/6/2011	Credit Card	December 2010 Gasoline Charges	205-315-742.00	321.02		\$321.02
Burnham & Flower of Michigan 15804	1/4/2011	34181	10-11 Winter Tax Bond	101-253-830.00	1,020.00		\$1,020.00
Carquest Auto Parts 15907	1/13/2011	2825-173085	2009 Chevy Impala - Wiper Blades	205-315-934.01	43.98		\$43.98
Cellcom Wisconsin RSA 04 15882	1/5/2011	541837	Medical Examiner - Cellular Services Ja	101-648-727.00	152.89		\$152.89
City of Marinette 15815	1/13/2011	4363	Sharpening Ices Skates for Duby Park	296-667-801.01	82.00		\$82.00
CUPPAD REGIONAL COMMISSION 15798	12/17/2010	Dues	2011 Membership dues	101-103-802.00	9,000.00		\$9,000.00
CVS Pharmacy Inc. 15893	12/17/2010	6005432044049416	Inmate Prescriptions	101-301-770.01	31.85		\$31.85
Dawn Fadroski 15791	1/13/2011	2010-2304-SI-CIV	Witness \$6.00 Mileage \$33.00	101-267-804.00	39.00		\$39.00
DDT Construction, Inc. 15835	1/5/2011	Annex/Library	Snow Removal - December 2010	101-265-930.00	320.00		\$320.00

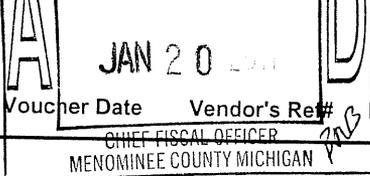
**COPY**

MENOMINEE COUNTY  
Claims Audit Report

**A** **JAN 20 2011** **D**  
 Voucher Date Vendor's Ref#  
 CHIEF FISCAL OFFICER  
 MENOMINEE COUNTY MICHIGAN

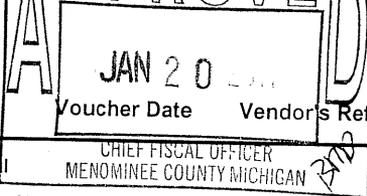
Vendor Name Vcher#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General							
Dick Myers Custom Welding							
15850	1/4/2011	076318	PO# 02544 - Grill Installed 2011 Impala	205-315-934.03	525.00		\$525.00
Dictation Systems, Inc.							
15826	1/3/2011	20426	Court Recorder - Courtroom B	101-136-931.00	100.00		\$250.00
15826	1/3/2011	20426	Court Recorder - Courtroom B	101-132-931.00	75.00		
15826	1/3/2011	20426	Court Recorder - Courtroom B	101-148-931.00	75.00		
EAGLEHERALD PUBLISHING, LLC							
15836	12/31/2010	1406	December 2010 Advertising	101-101-901.00	118.53		\$118.53
Excel Systems Group, Inc.							
15821	12/30/2010	109636	Family Court Casebinders	101-132-727.00	423.64		\$847.28
15822	12/30/2011	109635	Probate Court Casebinders	101-148-727.00	423.64		
Friends Ofc Prod Whse Direct							
15853	1/5/2011	013389	Clasp Envelopes - Equalization	101-257-727.00	28.98		\$28.98
GAMBLES STORE							
15794	12/22/2010	12/22/10	Stain (x12)	208-751-930.04	107.88		\$107.88
George Cowell - 1412 First Street							
15816	1/13/2011	Reimbursement	Christmas Lights & Supplies - DUBY PAR	296-667-801.01	24.97		\$24.97
GREAT AMERICAN DISPOSAL CO THE							
15801	12/31/2010	0CX00180	Annex - Garbage Removal December 2	101-261-930.04	47.60		\$47.60
Hashimoto Sewer Service, Inc.							
15802	1/12/2011	8362	Jail - Cell #A5 - Sewer Issues	101-265-755.00	225.00		\$225.00
J S ELECTRONICS, INC.							
15906	1/14/2011	16278	Strobe Bulb, Connectors, Wire, Loom &	205-315-934.01	69.40		\$69.40
Jennifer Brunelle							
15814	1/13/2011	4362	Mileage Reimbursement 12/21 - 12/28/	296-669-860.00	30.50		\$30.50
Jessica Nowak - 1534 Carney Boulevard							
15823	1/10/2011	4357	Mileage Reimbursement (D.J. & K.L.)	101-132-801.00	235.00		\$356.00
15824	1/10/2011	4358	Home Detention (D.J. & K.L.)	101-132-801.00	121.00		
Jessica Smith							
15792	1/13/2011	2010-36124-SM	Witness \$12.00 Mileage \$13.20	101-267-804.00	15.20		\$15.20
Joel Hensley, RN							
15833	1/7/2011	Blood Draw	Michael Truitt	101-267-801.01	100.00		\$1,465.00
15897	1/14/2010	Nursing Services	December 4, 2010 - December 17, 2010	101-301-770.01	1,365.00		
Kelly Plunger							
15876	1/17/2011	2010-0087	Juvenile Restitution - Tyler McNellis	292-000-201.00	7.50		\$7.50
Kewley, Diane							
15892	1/18/2011	4372	Holdover Attendant (K.W.)	101-132-801.01	82.50		\$82.50
Krygoski Construction							
15881	1/17/2011	4365	Juvenile Restitution - Aaron Kiefer	292-000-201.00	35.00		\$35.00
Leadpros, LLC							
15847	1/10/2011	Scott	Lead Clearance Testing	274-690-809.59	300.00		\$300.00
LENCA SURVEYING							
15840	1/7/2011	10181	Project Yr 2010 - 12/26/10 - 12/31/10	243-246-801.07	3,886.10		\$3,886.10

MENOMINEE COUNTY  
Claims Audit Report



Vendor Name	Vcher#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General								
Linda A. Menacher								
	15799	1/13/2011	Transcripts	Collins/Mason Appeal, Fredrickson, Led	101-267-806.00	190.75		\$216.25
	15800	1/13/2011	Transcripts	Collins/Mason Appeal, Ledger Sr.	101-267-806.00	25.50		
LINDNER & SORENSON, INC.								
	15901	1/11/2011	Statement	December 2010	101-301-981.00	250.00		\$250.00
M.C.O.D.S.A.								
	15900	1/5/2011	205	Holmes	101-301-935.00	150.00		\$450.00
	15900	1/5/2011	205	Nast	101-301-935.00	150.00		
	15900	1/5/2011	205	Rivard	101-301-935.00	75.00		
	15900	1/5/2011	205	Rye-Lindberg	101-301-935.00	75.00		
Mary T. Pullen								
	15787	1/14/2011	2010-36589-SM	Witness \$6.00 Mileage \$1.50	101-267-804.00	7.50		\$7.50
Maureen Charlevoix								
	15806	1/11/2011	Reimbursement	Mileage on 1/4 & 1/7/2011	101-131-860.00	144.00		\$144.00
Menards - Marinette								
	15834	1/3/2011	8021	Building Supplies - District Court Renov	101-103-970.04	199.58		\$155.62
	15870	1/13/2011	10121	Court Room A & Foam Brush, Adhesive	101-103-970.04	73.02		
	15870	1/13/2011	10121	Court Room A & Foam Brush, Adhesive	101-265-755.00	8.79		
	15911	1/20/2011	11500	Credit on # 96852 - Returned Merchand	101-103-970.04	-29.97		
	15912	1/20/2011	11498	Credit on # 95426 - Returned Merchand	101-103-970.04	-95.80		
MENOMINEE COUNTY ROAD COMMISSI								
	15841	1/5/2011	10465	Plowing Shakey Lakes Park on 12/13/11	101-265-930.00	57.70		\$114.41
	15898	1/5/2011	10466	Power to Radio's - December 2010	101-301-934.01	56.71		
MENOMINEE COUNTY TREASURER								
	15837	1/10/2011	Plat Book	Plat Book for 911	266-325-755.00	35.00		\$35.00
Menominee Industrial Supply								
	15795	1/7/2011	711980	Ear Plugs	208-751-755.02	47.86		\$47.86
MI Asso. of County Clerks								
	15831	1/17/2011	Dues	2011 Associate Dues	101-215-802.00	225.00		\$225.00
MICH ASSN OF REGISTER OF DEEDS								
	15803	1/17/2011	Dues	Membership Dues 2011 - Kleiman & Pa	101-268-802.00	187.00		\$187.00
Michigan Taser Distributing								
	15851	1/11/2011	6493	PO# 02540 Tasers	205-315-934.03	3,298.54		\$3,298.54
MILLERS ACTION OFFICE SUPPLY I								
	15805	1/11/2011	074581	Treasurer's - Postit Pads, Envelopes, L	101-253-727.00	65.96		\$519.90
	15827	1/5/2011	074391	Probate Court - Stamp, Typewriter Ribb	101-132-727.00	21.52		
	15827	1/5/2011	074391	Probate Court - Stamp, Typewriter Ribb	101-148-727.00	47.48		
	15829	1/6/2011	074449	Copier Drum in Clerk's Vault	101-215-727.00	192.99		
	15838	1/7/2011	074479	Dated Stamper for District Court	101-136-727.00	119.98		
	15909	1/19/2011	074798	Ink Cartridge	101-426-727.00	71.97		
Naser's Auto Service								
	15910	12/21/2010	16877	Low Beam Lamp & Installation	205-315-934.02	18.54		\$18.54
Nicole Conklin								
	15875	1/18/2011	2010-36830-FY	Mileage \$1.50 Witness \$6.00	101-267-804.00	7.20		\$7.20
NKS Tire & Service, Inc.								
	15908	1/5/2011	71318	2011 Chevy Impala - Tires, Mount, Bala	205-315-934.02	375.08		\$375.08

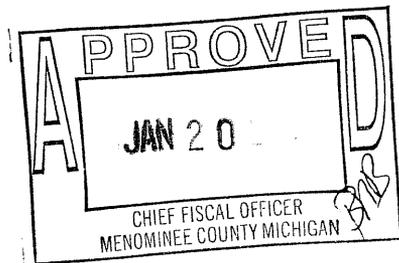
MENOMINEE COUNTY  
Claims Audit Report



Vendor Name	Vcher#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
<b>Bank Account: General</b>								
<b>Omnicare - Pharmacy of Northwestern Ohio</b>								
	15894	12/31/2010	2591673	Tiernan - Medications	101-301-770.01	365.63		\$395.32
	15895	12/31/2010	2591668	Nowacki - Medications	101-301-770.01	20.92		
	15896	12/31/2010	2591666	Jeske - Medications	101-301-770.01	8.77		
<b>Pack-N-Ship Center</b>								
	15899	1/7/2011	126826	Shipping Costs from December 2010	101-301-934.01	9.91		\$9.91
<b>Pinecrest Medical Center</b>								
	15902	1/1/2011	December 2010	Telephone Charges	205-315-727.00	15.00		\$15.00
<b>Quill Corporation</b>								
	15884	1/11/2011	1555671	PA - Office Supplies	101-267-727.00	23.94		\$288.01
	15885	1/11/2011	1498542	Toner, Paper Clips, Mailing Tape, Folde	101-267-727.00	90.49		
	15887	1/3/2011	1253594	Sheriff Department - Office Supplies	101-301-727.00	173.58		
<b>RDSS/Bureau of Juvenile Justic</b>								
	15879	1/17/2011	4367	Juvenile Restitution - Samantha Hanser	292-000-201.00	37.88		\$37.88
<b>Reinhart Foodservice</b>								
	15888	1/4/2011	919379	Inmate Groceries	101-301-770.00	365.81		\$704.94
	15890	1/11/2011	920701	Inmate Groceries	101-301-770.00	425.40		
	15891	12/23/2010	917870	Credit Memo against inv # 915972	101-301-770.00	-105.02		
	15917	12/13/2010	913217	Double Credit Issued #82574 & # 8220E	101-301-770.00	18.75		
<b>Robert Arthur Bancroft</b>								
	15789	1/14/2011	2010-36589-SM	Witness \$6.00 Mileage	101-267-804.00	6.00		\$6.00
<b>Robert Schneider</b>								
	15878	1/17/2011	2010-0087	Juvenile Restitution - Tyler McNellis	292-000-201.00	7.50		\$7.50
<b>Rory Mireau</b>								
	15790	1/13/2010	2010-2304-SI-CIV	Witness \$6.00 Mileage \$22.00	101-267-804.00	28.00		\$28.00
<b>Ruby E. Ivens</b>								
	15872	1/18/2011	Reimbursement	Mileage	208-751-860.00	24.48		\$24.48
<b>Sault Tribe Youth Facility</b>								
	15825	1/11/2011	4359	Out of Home Placement Costs (J.E.)	292-662-843.05	1,440.00		\$1,440.00
<b>Short, Mary Kay</b>								
	15830	8/5/2010	M10-3359-FH	Transcripts to Hass & LaCosse - Ledger	101-131-806.00	51.70		\$51.70
<b>Silver &amp; Van Essen, P.C.</b>								
	15820	1/5/2011	17498	MPSC Appeal - Attorney Fee & Cost All	101-211-807.00	144.05		\$144.05
<b>State of Michigan - Dept. of Management &amp; Budget</b>								
	15913	12/17/2010	MPSCS-10739	Radio Subscription Fee 10/1/10 - 3/31/1	101-426-963.01	100.00	x	\$100.00
<b>STEPHENSON MARKETING COOPERATI</b>								
	15904	12/31/2010	015579	Gasoline Sales - December 2010	205-315-742.00	1,021.80		\$1,135.31
	15916	12/31/2010	462643	Gasoline Sales for December 2010	208-751-742.00	113.51		
<b>Strisar, Mary Lou</b>								
	15817	1/14/2011	2011-006-MI	Court Appointed Legal - Zajac	101-148-807.00	40.00		\$40.00
<b>Thomas Investigative Publ Inc.</b>								
	15852	12/21/2010	2806	PO# 02533 Cameras, DVR Recorders,	205-315-934.03	2,242.00		\$2,242.00
<b>Time Warner Cable</b>								
	15889	12/30/2010	004-620475202-001	January 6 - February 5, 2011	101-301-770.00	121.25		\$121.25

**MENOMINEE COUNTY  
Claims Audit Report**

Vendor Name	Vcher#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
<b>Bank Account: General</b>								
Tom Hupy	15877	1/17/2011	2010-0087	Juvenile Restitution - Tyler McNellis	292-000-201.00	7.50		\$7.50
TWIN CITY ELECTRIC, Inc.	15871	1/14/2011	79799	Fluorescent Bulbs, Plaster Rings, Exit L	101-265-755.00	291.21		\$291.21
U P A A	15809	1/14/2011	Dues	March 1, 2011 to February 28, 2012 - Sr	101-257-802.00	15.00		\$15.00
U.E.S. COMPUTERS, INC.	15797	1/12/2011	31597	P.A.'s Office - Virus Removal	101-103-857.00	95.00		\$534.98
	15807	1/11/2011	54203	Equalization - Optical Mouse & Keyboar	101-257-727.00	26.50		
	15808	1/11/2011	54204	Equalization - Monitor Extension & Cabl	101-257-727.00	34.00		
	15810	1/7/2011	31524	Clerk's Office (White) - Refurbished Fus	101-215-931.00	134.50		
	15819	1/8/2011	31564	District - Microsoft Access/MS Access	101-103-857.00	35.00		
	15828	1/7/2011	31557	Probate - Scanner glass cleaned	101-132-931.00	22.50		
	15828	1/7/2011	31557	Probate - Scanner glass cleaned	101-148-931.00	22.50		
	15842	1/7/2011	54170	Equalization - Monitor	101-103-857.00	127.00		
	15886	1/11/2011	54212	USB Drive - Sherriff's Dept	101-301-727.00	37.98		
United County Officers Asso.	15832	1/17/2011	Dues	2011 UCOA Membership - Kleiman & Jr	101-215-802.00	120.00		\$120.00
UPCAP SERVICES INC	15796	12/31/2010	1234	Work Crew - Shakey Lakes 10/5/10 - 12	208-751-930.04	334.00		\$334.00
WALTER BROTHERS INC	15914	1/10/2011	A127148	Building & Ground Supplies	101-265-755.00	44.00		\$66.96
	15915	1/10/2011	B107687	Giant Funnel, Armor Connector & Plug,	101-265-755.00	22.96		
Walter Fazer	15874	1/18/2011	2010-0087	Juvenile Restitution - Tyler McNellis	292-000-201.00	7.50		\$7.50
WEST GROUP PAYMENT CENTER	15818	1/4/2011	822103467	Probate Court - December 5, 10 - Janu	101-132-802.00	420.48		\$1,226.61
	15818	1/4/2011	822103467	Probate Court - December 5, 10 - Janu	101-148-802.00	420.48		
	15883	1/1/2011	821995379	December 2010	269-145-801.00	385.65		
WISCONSIN PUBLIC SERVICE CORP - P O BOX 19003	15839	1/5/2011	0402055840-00001	Jail - December 2010	101-265-920.03	3,855.44		\$3,855.44
Zeratsky Extreme Heating &	15848	1/10/2011	Chernetski	Furnance Replacement	274-690-809.59	1,521.00		\$1,521.00
<b>Total Amount for Bank Account: General</b>								<b>\$42,760.20</b>



# MENOMINEE COUNTY BOARD OF COMMISSIONERS AGENDA ITEM

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

Submitted by:     **Brian Bousley**    

    **02/03/2011**      
Date

**WORKSHOP ACTION**

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

**COUNTY BOARD ACTION**

**DATE:**

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





# MENOMINEE COUNTY BOARD OF COMMISSIONERS AGENDA ITEM

<b>SUBJECT:</b>	Miscellaneous Boards/committees/commission reports
<b>DEPARTMENT:</b>	Administration
<b>ATTACHMENTS:</b>	Yes
<b>SUMMARY:</b>	Miscellaneous reports discussed at the 1/25/2011 County board meeting.
<b>RECOMMENDED MOTION</b>	To place miscellaneous reports on file in the County Clerk's office.

Submitted by:     **Brian Bousley**    

    **02/03/2011**      
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):

The Menominee County Board of Road Commissioners held a regular meeting in their offices north of Stephenson on Tuesday, December 14, 2010.

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

PRESENT: William Anderson, Roger Betzinger, Mary Maas, Darrell Moilanen and Lisa Savord. Also present were Tony Kakuk, Chuck Behrend, Darlene Nerat, John Nerat, and David Wesoloski.

ABSENT: None

The Pledge of Allegiance was recited.

Additions to agenda - None.

Public comments – None.

Public appearances – None.

Additions/corrections to minutes for 11/09/10 – There being no additions or corrections, Anderson declared that the minutes will stand as recorded.

Financial Report –

	Receipts	Expenditures	Payables / Reserves	Balances
Balance, November 8, 2010				\$1,920,894.17
Receipts thru 11/30/10	61,214.15			
Expenditures thru 11/30/10		226,816.39		
Balance, November 30, 2010				\$1,755,291.93
Michigan Transportation Funds	213,499.38			
Receipts thru 12/13/10	11,286.19			
Expenditures thru.12/13/10		201,549.63		
State Maint. & Equip. Advances			89,358.00	
Balance, December 13, 2010	285,999.72	428,366.02	89,358.00	\$1,689,169.87

Payables & Reserves

Payroll 12/23, 01/06 (Est.)	120,000.00
Soc. Sec. 12/23, 01/06 (Est.)	9,180.00
Reserve for workers compensation insurance	9,118.00
Reserve for liability insurance	97,680.00
Reserve for rental grader lease(Dec,09)	73,871.12
Reserve for rental grader leases(Oct,10)	323,179.20
Reserve 4% set-aside for township allocations (2004/2005)	0.00
Reserve 4% set-aside for township allocations (2005/2006)	24,326.64
Reserve 4% set-aside for township allocations (2006/2007)	40,251.27
Reserve for MCRC balance of Old US2 over Wilson Creek	61,388.73
Reserve Hannahville 2% Funds-Town Line Rd to Vincent Ln Const.	17,632.69
Reserve Hannahville 2% Funds-Town Line Rd to Vincent Ln Pave	26,092.51
Reserve for MCRC balance of Town Line Rd to Vincent Ln Pave	47,907.00
Reserve Hannahville 2% Funds-Cty Line Rd. Borings	5,000.00
Reserve for Bridge Inspections,Scour&Plans of Action	93,472.50
Reserve for Design of F-4 Bridge / Big Cedar River	10,182.00
Reserve for HVAC/Ventilation Unit-Steph Shop	83,835.00
Reserve for Inglst. Twp. Share of N. Pinewoods Loop Const.	15,418.73
Reserve for N. Pinewoods Loop Paving	0.00
Reserve for No. 19 Road Paving (Lake Twp)	3,194.75
Reserve for 3 local bridges(DaggettTwp)	1,777.08

Reserve for Forest Funds	161,023.46	
Reserve for equipment	55,974.00	\$ (1,280,504.68)
		\$ 408,665.19

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

Vouchers # 11-0010, 11-0012, 11-0014 and 11-1130 – Moved by Betzinger, seconded by Maas, that the vouchers be approved and ordered paid. Carried unanimously.

Discuss schedule for 2011 Annual Township/Road Commission meetings – The preliminary schedule was set and will be sent to the township supervisors with a letter requesting a response whether or not they would like to meet with the road commission, and if so, whether the scheduled time works for their township officials. A special meeting of the road commission will be held in January to discuss the content of the township meetings.

Discuss nominations to the Menominee County Planning Commission – Moved by Maas, seconded by Betzinger to nominate Moilanen and Anderson, contingent upon clarification of the wording of the ordinance. Carried unanimously.

Discuss Remonumentation costs – Moilanen will discuss the costs associated with remonumentation and which department will pay for this, at the County Remonumentation Committee meeting on December 20, 2010. The topic will then be readdressed at the January 11, 2011 road commission regular monthly meeting.

Discuss attendance at the upcoming Great Lakes Council meeting – Anderson, Betzinger, Moilanen and incoming commissioner Tony Kakuk will attend the meeting, which is scheduled for January 6, 2011 in Baraga.

Any other business – Moilanen stated that he had received an email from MCRCSIP asking for a letter of interest and resume from any commissioner or road commission employee that is interested in filling two vacant positions on the MCRCSIP Board.

A survey from Mason County Road Commission was received asking whether or not the board would be in support of an amendment to CRAM policy that would allow each district to vote for their CRAM representatives only, rather than statewide. Moilanen will respond that the board agrees with the proposed amendment.

Betzinger asked Moilanen for a status on the following projects: CR581 (completed), ditching on Evergreen Road (completed), Johnson Lane (scheduled for 2011), Pavement markings (completed), and Old US41 over Wilson Creek (scheduled for 2011).

Public Comment – David Wesoloski asked when the Menominee Township meeting with the road commission was scheduled. It is tentatively set for January 31, 2011 at 7:30 p.m.

Mr. Wesoloski asked the commission's thoughts on the township having Scott Construction use cold roll paving for No. 9 Road. Moilanen stated that it seemed to be a good product and that it was about \$5/ton cheaper than hot mix asphalt.

Mr. Wesoloski asked how many years plan the township should prepare for the annual meeting. Moilanen stated that the road commission generally plans 5 years, but is only able to commit to one year.

Darlene Nerat asked on behalf of Dale Axtell why his road was not graded as well as it had been in the past. Moilanen stated that it may have been due to several new people operating the grader and things should improve once the position is filled.

John Nerat asked if the reason that the MTF receipts were down in October was due to the state ending its fiscal year. Moilanen stated that the MTF funds change due to fluctuations in gas usage.

There being no further business, Anderson declared the meeting adjourned at 9:38 a.m.

The Menominee County Board of Road Commissioners held a special meeting in their offices north of Stephenson on Monday, December 20, 2010. Chair Anderson called the meeting to order at 9:00 a.m. with the following persons present or absent:

PRESENT: William Anderson, Roger Betzinger, Mary Maas, Darrell Moilanen and Lisa Savord. Also present was Tony Kakuk.

ABSENT: None

The Pledge of Allegiance was recited.

Additions to agenda – None.

Public comments – None.

Public Appearances – None.

Resolution allowing Chair or Vice-chair to sign documents for F-4 Lane Bridge project –

Commissioner Betzinger moved for the adoption of the following resolution:

WHEREAS, it is the intent of the Menominee County Road Commission to remove and replace the structure that carries F-4 Lane over the Big Cedar River in Harris Township using State Funds.

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

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

It was seconded by Commissioner Maas and carried by the following vote:  
Ayes: 3; Nays: 0.

Resolution allowing Chair or Vice-chair to sign documents for CR338 project -

Commissioner Maas moved for the adoption of the following resolution:

WHEREAS, it is the intent of the Menominee County Road Commission to reconstruct and pave a portion of County Road 338, from K-3 Lane to County Road 346, using STP, Federal D and State D Funding.

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

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

It was seconded by Commissioner Betzinger and carried by the following vote:  
Ayes: 3; Nays: 0.

Other Business – None.

Public Comments – None.

There being no further business, Anderson declared the meeting adjourned at 9:04 a.m.

The Menominee County Board of Road Commissioners held a reorganizational meeting in their offices north of Stephenson on Monday, January 03, 2011.

Finance Director/Clerk Savord called the meeting to order at 9:00 a.m. with the following persons present or absent.

PRESENT: William Anderson, Roger Betzinger, Anthony Kakuk, Darrell Moilanen, and Lisa Savord. Also present were Darlene Nerat and John Nerat.

ABSENT: None

The Pledge of Allegiance was recited.

Election of Officers for 2011 – At Savord’s first call for Chair nominations, there were none. Savord again called for nominations for Chair. Kakuk nominated Betzinger for Chair. Seconded by Betzinger. Savord again called for nominations for Chair. There being none, the nominations were closed. Savord called for a vote on the motion of Betzinger being Chair for 2011. The motion carried by the following vote: Betzinger, Aye; Anderson, Aye; Kakuk, Aye.

Savord called for nominations for Vice-Chair. Betzinger nominated Anderson for Vice-Chair. Seconded by Kakuk. Savord again called for nominations for Vice-Chair. There were none. Savord again called for nominations for Vice-Chair. There being none, the nominations were closed. Savord called for a vote on the motion of Anderson being Vice-Chair for 2011. The motion carried by the following vote: Anderson, Aye; Betzinger, Aye; Kakuk, Aye.

Savord turned the meeting over to Chair Betzinger 9:02 a.m.

Additions to agenda - None.

Public comments - None.

Public appearances – None.

Other Business – None.

Public comments – Darlene Nerat asked if the road commission had found any “Slow” signs for use at the transfer station. Moilanen stated he will check if there are any used signs in the road commission inventory that are in good enough condition to be used. If not, the township could purchase new signs for approximately \$45.00.

Betzinger asked for clarification of where personal days were recorded on the work report provided to the commissioners. Moilanen responded that personal days were not noted on the work report.

There being no further business, Betzinger declared the meeting adjourned. 9:07 a.m.

MINUTES

TWIN COUNTY AIRPORT COMMISSION  
2801 NORTH 22<sup>ND</sup> STREET  
MENOMINEE, MI 49858  
906-863-8408  
FAX 906-863-7392

Regular Session Committee Meeting 12/15/2010 – 9:00 a.m.

MEMBERS PRESENT: Dill, Berman, Sauve, Furlong and Hartz

MEMBERS EXCUSED: Anderson

MEMBERS ABSENT: Anderson

OTHERS PRESENT: Airport Manager Spreen, Eagle Herald

**1. Call to order.**

Dill called the meeting to order at 1:00 p.m.

**2. Pledge of Allegiance**

**3. Approve/Amend agenda**

Motion (Hartz/Berman) to approve agenda as presented. Motion carries. No negative votes.

**4. Approve/amend minutes**

11/29/2010 Regular Meeting

Motion (Sauve/Furlong) to change wording of the public comment that Ted Sauve had: Change the word **letter** to **comments** and that he did not attend because he was not aware of the meeting due to being out of town. Motion carries. No negative votes.

Motion (Furlong/Hartz) to approve minutes as amended. Motion carries. No negative votes.

**5. Public comment**

Penny Mullins made comment on the motion made for the minutes of 11/29/2010.  
Tony Krysiak made comments on the interested people for the FBO.

**6. Discuss/consider audit contract with Anderson, Tackman & Company, PLC, action if any.**

Motion (/Sauve/Hartz) to advertise for any interested audit firms to do the work for the TCAC. Have proposals in by 4:00 p.m. 1-12-2011 and consider at the 1-19-2011 Regular meeting. Motion carries. No negative votes.

**7. Discuss/consider FBO/Manager, action if any**

Motion (Sauve/Berman) to have Kim Coggins review the FBO/Manager interested people and report back to the full Commission. Motion carries. Furlong opposed.

**8. Managers report:**

- **Discuss/consider Profit and Loss for 11/2010, action if any**
- **Discuss/consider Recon Summary for 11/2010, action if any**
- **Discuss/consider Vendor balance for 11/2010, Action if any**
- **Discuss/consider Customer balance for 11/2010, action if any**
- **Discuss/consider Check Detail and paying monthly bills for 11/2010 and 12/2010 action if any**
- **Discuss/consider Airport Traffic for 11/2010, action if any**

Motion (Furlong/Hartz) to accept Managers report and to put all on file. Motion carries, no negative votes.

**9. Communication/correspondence.**

James Furlong presented a letter from Gerald Masson's Law Office to be put on file.

**10. Dialog between Manager and TCAC.**

Furlong asks that Garry Anderson turn over to the Airport Manager all contracts and anything pertinent to the TCA.

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

Everett Anderson made comment on the Marinette Marine flights that came in for the ship christening. All went really well...lots of praise to the twin County Airport

employees and volunteers. He also thanks the airport for the quick snow removal from the last snowstorm.

**14. Public comment.**

Ted Sauve on the profit and loss budget for the \$56,177.17 cost of goods sold aviation fuel purchases. Also asked about the 5 gas/electric meters.

Tony Krysiak commented on fuel cost used to get John Hartz, Freight Runners hangar rent for engine change and airplanes in the hangar.

**15. Schedule next meeting**

Reorganizational meeting: 1:00 p.m., 1/19/2011 and a Regular meeting to be held immediately after.

**16. Adjourn**

Motion (Berman/Hartz) to adjourn. Motion carried. No negative Votes.

# MENOMINEE COUNTY 9-1-1 GOVERNING BOARD MINUTES

Date: February 16, 2010

Location: Stephenson City Hall

Present: Mark Petersen, John Starzynski, Brett Botbyl, Bill DeVoe, Don Wojakowski, James Furlong, Kenny Marks, Lisa Schram, John Kuklinski, , Jim Gardiner and Sharline Corrigan

Excused: Arnie Organ, Karen McCormack

Others: Debra Wormwood, 9-1-1 Director, Ron Johnson for Karen McCormack

**Previous Meeting Minutes:** A motion to approve the minutes from the last meeting with the correction of the surcharge to \$2.20 not \$2.12 was made by James Furlong, second by Mark Petersen. Motion carried.

**Approval of Agenda:** A motion was made to accept the Agenda by Don Wojakowski, Second by John Starzynski. Motion carried.

**Public Comment:** None

## **Introduction of New Governing Board Members:**

James Furlong was reappointed to represent the County Board of Commissioners. Brett Botbyl is the new Chief of Menominee Police Department and will be replacing Jeff Jones as the representative for Menominee Police. Lisa Schram is the new Paramedic Supervisor and will be replacing David Grovdahl as the Paramedic Services Representative.

Don Wojakowski introduced Jerry Chrestiaens as a potential replacement for him as the Citizen's Representative. Don is the new governor of the U.P. Lion's Clubs and will not be able to continue as the Citizen's Representative.

## **Election of Officers:**

**Chairperson:** Jim Gardiner was nominated by John Starzynski, second by James Furlong. With no other nominations made, John Starzynski moved that nominations be closed and a unanimous ballot be cast for Jim Gardiner, second by James Furlong. Motion carried.

**Vice Chairperson:** Mark Petersen was nominated by James Furlong, second by Bill DeVoe. With no other nominations made, John Starzynski moved that nominations be closed and a unanimous ballot be cast for Mark Petersen, second by John Kuklinski. Motion carried.

Secretary/Treasurer: Sharline Corrigan was nominated by Bill DeVoe, second by Mark Petersen. With no other nominations made, John Starzynski moved that nominations be closed and a unanimous ballot be cast for Sharline Corrigan, second by John Kuklinski. Motion carried.

### **U.P. Authority :**

U.P. 9-1-1 Authority held a meeting with the State regarding connectivity between the U.P. Dispatch Centers. There are currently six U.P. counties that are dispatched by Negaunee Regional Dispatch. Gogebic County will be switching to Iron County, and that will leave five counties. The 9-1-1 Authority wants to be sure that these five counties are compatible with the rest of the U.P.

### **Funding:**

The 9-1-1 surcharge was passed by thirty votes. At audit time it appeared like we were about \$50,000 short (including the money from the General Fund). The audit has not been completed.

There has not been any news on the lawsuit. Briefs were presented in January. The surcharge of up to \$2.20 has been approved by the voters until June of 2016.

### **Training:**

Monica Valdez was hired part time to replace Ken Goffin who resigned. We are still working on Emergency Medical Dispatch training and what program we will use. We use Powerphone, but in order to have them teach a class in the U.P. we would have to pay \$9800 for the basic course and another \$700 for an extra recertification course. We would then be able to sell seats to other dispatch centers who would want to attend the training. Powerphone does not have a train the trainer course.

Green Bay uses Priority Dispatch for EMD, but they have not had any classes scheduled in the past year. The other possibility is APCO, who has online courses and a train the trainer program. Debra was going to check with other dispatch centers in the state if anyone used APCO.

BAMC is looking at sending support out on some calls w/o lights & sirens. They feel not all calls require emergent response. The general feeling is that is up to the individual services with guidance from Medical Control on how to respond, not a decision for Central Dispatch to make.

**Correspondence:** none

### **Other Matters:**

There have been meetings to review the State's draft for records retention policies for Dispatch Centers and Emergency Management Offices.

Next Meeting will be April 20, 2010 @ 18:30 – Stephenson Building.

**Public Comment:** Jerry Chrestiaens is looking forward to working with 911 Board.

Debra will check the By-Laws to see what procedures have to be followed to replace the Citizen Representative.

**Adjournment:** Motioned by John Kuklinski, 2<sup>nd</sup> by Don Wojakowski Motion carried.

K. McNeely called the regular meeting of the Menominee County Library Board to order at 11:00 AM on Tuesday, December 21, 2010.

Roll call was taken and present were J. Bejgrowicz, M. Erdman, K. McNeely, S. Parsons and Commissioner Bernie Lang. C. Pfefferkorn was excused.

J. Bejgrowicz moved to approve the agenda. Seconded by S. Parsons, motion carried.

#### Public Participation:

There was no public participation at this time.

M. Erdman moved to approve the minutes from the November 16, 2010 meeting. Seconded by J. Bejgrowicz, motion carried.

M. Erdman moved to approve the revised financial reports from September and October, and the regular November report. Seconded by S. Parsons, motion carried.

M. Erdman moved to approve the December bills. Seconded by J. Bejgrowicz, motion carried.

#### Director's Report

- A. The monthly circulation statistics comparisons were distributed in the board packets.
- B. The Friends of the Library held their annual Christmas party at Little Nugget on Sunday, December 12 at 1:00 PM. The food was delicious and enjoyed by all. The Friends next regular meeting will be held in March 2011.
- C. We delivered the books and donations for the Give-A-Kid-A-Book program to the Spies Public Library on Thursday, December 9.
- D. We received a check for \$1,000 from the Menominee County I.S.D. for the Great Parents! Great Start! grant.

#### Old Business:

- A. Broadband Technology Opportunities Program (BTOP) – Round One  

We were invoiced for the matching grant amount of \$1,250, which the Friends of the Library paid. The missing computer, monitor and software have been ordered.
- B. Shirlene Parsons – Term Expires December 31, 2010 – K. McNeely thanked Shirlene for her twenty years of service on the library board. The county administrator's office notified the board that Charlene Peterson was appointed as a trustee effective January 1, 2011.

#### New Business:

- A. USF Funding Year – July 1, 2011 to June 30, 2012 – We are working on submitting the form 470 online.
- B. Michigan State Aid/Annual Report was filed electronically on December 16.

- C. 2011 Holiday Schedule – After discussion, S. Parsons moved to approve the 2011 holiday schedule. Seconded by J. Bejgrowicz, motion carried.
- D. Schedule January 2011 Reorganization Meeting – After discussion, J. Bejgrowicz moved to hold the January meeting on Tuesday, January 11 at 11:00 AM. Seconded by M. Erdman, motion carried.

Other Board Concerns: There were no other board concerns at this time.

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

As there was no further business, S. Parsons moved to adjourn the meeting. Seconded by J. Bejgrowicz, motion carried and the meeting adjourned at 11:11 AM.

**CITY OF MENOMINEE, MICHIGAN  
REGULAR COUNCIL PROCEEDINGS  
DECEMBER 20, 2010**

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A regular meeting of the Menominee City Council, City of Menominee, County of Menominee, State of Michigan, was held Monday, December 20, 2010 at 6 p.m. in the Municipal Complex Council Chambers.

The Honorable George W. Krah called the meeting to order and led the pledge of allegiance to the flag.

PRESENT: Councilmembers Fernstrum, Hudon, Mick, Organ, Plemel, Pohlmann, Walker, and Williams; Mayor Krah

ABSENT: None

PRESENT: 9            ABSENT: 0

There being no additions or corrections to the minutes of the regular meeting of November 15, 2010, the special meeting of November 22, 2010, the special meeting of December 2, 2010, the Committee of the Whole meeting of December 8, 2010, or the special meeting of December 9, 2010, the minutes of all of the meetings were approved as presented.

**PUBLIC COMMENT:**

Mayor Krah opened the public comment session.

No one was heard.

A motion was made by Councilmember Williams and seconded by Councilmember Plemel to close the public comment session. This motion was carried unanimously.

**COMMITTEE REPORT:**

The Menominee Industrial Development Corporation (MIDC) met on December 9, 2010 to review the request from Table Six Restaurant and the Stephenson National Bank and Trust that the Revolving Loan Fund (RLF) loan be subordinated to a new loan from Stephenson National Bank and Trust, and they recommended that the subordination request be approved conditioned on the reaffirmation of the personal guarantees.

S/M I D C

A motion was made by Councilmember Hudon and seconded by Councilmember Williams to adopt the foregoing report. This motion was carried unanimously.

**COMMITTEE REPORT:**

The Finance Committee reported that they had reviewed the audit for the fiscal year ended June 30, 2010 as prepared by Unger and Walters, S.C. and they forwarded the audit to City Council.

S/FINANCE COMMITTEE

A motion was made by Councilmember Organ and seconded by Councilmember Mick to accept the audit and place it on file. This motion was carried unanimously.

**COMMITTEE REPORT:**

The Parks and Recreation/Buildings and Grounds Committee reported that they met on December 13, 2010 and reviewed two tax reverted properties in the City (Parcel # 55-051-003-330-00 908 5<sup>th</sup> Street and Parcel # 55-051-030-570-00 32<sup>nd</sup> Avenue) that the County plans to convey to the City, and they recommended authorizing the City Manager to object to this action on behalf of the City.

S/PARKS AND RECREATION/BUILDINGS AND GROUNDS COMMITTEE

A motion was made by Councilmember Hudon and seconded by Councilmember Mick to adopt the foregoing report. This motion was carried unanimously.

**COMMITTEE REPORT:**

The Public Safety/Public Works Committee reported that they met on December 6, 2010, with all three committee members present, and held an interview for the vacant position of Patrol Officer with the Menominee Police Department. They recommended extending a conditional offer of employment to Jacob Miller, with the offer conditioned upon Mr. Miller successfully completing the Department's physical and mental evaluations.

S/PUBLIC SAFETY/PUBLIC WORKS COMMITTEE

A motion was made by Councilmember Organ and seconded by Councilmember Hudon to adopt the foregoing report. This motion was carried unanimously.

**COMMITTEE REPORT:**

The Public Safety/Public Works Committee reported that they met on December 6, 2010, with all three committee members present, and reviewed the following traffic order restricting parking on 14<sup>th</sup> Avenue. They recommended to City Council that they adopt the traffic order, making it permanent.

## TRAFFIC CONTROL ORDER

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SUBJECT: PARKING  
EFFECTIVE DATE: NOVEMBER 12, 2010

In accordance with MOC 9:1(2) as amended an investigation of traffic conditions on 14<sup>th</sup> Avenue was conducted. As a result of said investigation it is ordered that there shall be no parking on the north side of 14<sup>th</sup> Avenue from 10<sup>th</sup> Street to 13<sup>th</sup> Street.

This Traffic Control Order shall become effective at 12:01 a.m. on the 12<sup>th</sup> day of November and expire 90 days from this date, except that upon its approval by the Menominee City Council, it shall not so expire.

Brett J. Botbyl, Traffic Engineer

S/PUBLIC SAFETY/PUBLIC WORKS COMMITTEE

A motion was made by Councilmember Organ and seconded by Councilmember Williams to adopt the foregoing report. This motion was carried unanimously.

### **MOTIONS AND RESOLUTIONS:**

A motion was made by Councilmember Mick and seconded by Councilmember Hudon to approve the 2011 meeting schedule as presented. This motion was carried unanimously.

A motion was made by Councilmember Fernstrum and seconded by Councilmember Williams to approve payment of the US-41 wastewater invoices in the amount of \$23,331.49. This motion was carried unanimously.

A motion was made by Councilmember Williams and seconded by Councilmember Fernstrum to approve payment of the US-41 water invoices in the amount of \$46,379.56. This motion was carried unanimously.

### **PUBLIC COMMENT:**

Mayor Krah opened the public comment session.

No one was heard.

A motion was made by Councilmember Williams and seconded by Councilmember Mick to close the public comment session. This motion was carried unanimously.

**ADJOURN:**

A motion was made by Councilmember Plemel and seconded by Councilmember Fernstrum to adjourn the meeting. This motion was carried unanimously.



Thomas F. DeNike, City Clerk/Treasurer

/skj

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

**GOVERNING BOARD MEETING**

*Thursday, January 13, 2011*

**1:30 p.m. (EST)**

**511 First Avenue North, Escanaba**

**MINUTES**

Chairman Schultz called the meeting to order at 1:30 p.m. A quorum was noted with the following in attendance:

**MEMBERS PRESENT**

Omer Doran, Schoolcraft  
Karen Wigand, Delta  
Gil Sablack, Schoolcraft  
Dan LaFoille, Schoolcraft  
Bernie Lang, Menominee  
Dave Schultz, Delta  
Gil Vandenhouten, Menominee  
Walter Multerer, Menominee  
George Lyon, Schoolcraft  
Charmaine Lehman, Schoolcraft  
Tom Lippens, Delta  
George Arkens, Menominee  
Myra Croasdell, Delta  
Geri Nelson, Delta  
Ken Bryant, Schoolcraft  
Marv Mayer, Menominee  
John Stapleton, Schoolcraft  
Ruth Helwig, Delta  
Tom Elegeert, Delta

**OTHERS PRESENT**

William Dubord, Executive Director  
Bernice Wiecech  
Marylee DeGrave  
Beau Miller, Finance Director  
Cathy Pearson, Executive Assistant  
Mary Ciminskie, Data Systems/HR Coordinator  
Theresa Nelson, RSVP Director  
Kim Johnson, Early Childhood Director  
Sally Kidd, Senior Services Director  
Joe Dehlin, WX/Housing Director

**MEMBERS ABSENT**

Helen Walker, excused  
Ernest Hoholik, excused  
Brenda Moya, excused  
Pastor Levin, excused  
Ken Penokie  
Dave Anthony

Chairman Schultz introduced new board member Myra Croasdell who is representing the Head Start Policy Council.

**APPROVAL OF DECEMBER 9, 2010 GOVERNING BOARD MINUTES**

Members received a copy of the 12/9/10 Governing Board minutes. There were no questions or comments **AND THEY WERE APPROVED WITH A MOTION FROM TOM ELEGEERT, SECONDED BY OMER DORAN; MOTION CARRIED.**

**ACCEPTANCE OF COUNTY BOARD APPOINTMENTS FOR 2011**

The county boards have made the following appointments: Delta: Dave Schultz, Karen Wigand and Dave Rivard; Schoolcraft: Ernest Hoholik, Omer Doran and Dan LaFoille; Menominee: Bernie Lang and two new appointments – Mari Negro and Beth Pletcher who have been appointed to five year terms. The Nominating Committee recommends these appointments and **THEY WERE ACCEPTED**

**WITH A MOTION FROM GIL SABLACK, SECONDED BY GIL VANDENHOUTEN; MOTION CARRIED.**

### PRESENTATION OF PLAQUES

A plaque was presented to Bernice Wiecech for 22 years of service on the Governing Board and for her tenure as Treasurer. Marylee DeGrave was presented with a Certificate of Appreciation for her five years of service representing the Menominee County Board of Commissioners.

### FINANCE COMMITTEE REPORT

Chairman Schultz called on Karen Wigand for the report. She noted that the Finance Committee reviewed the Head Start credit card charges for their review and recommends their acceptance. They also reviewed the accounts payable schedules for November and December and recommends their approval. **THE FINANCE COMMITTEE REPORT WAS ACCEPTED WITH A MOTION FROM GIL SABLACK, SUPPORTED BY TOM LIPPENS; MOTION CARRIED. (see attachment "A")**

### SAFETY COMMITTEE REPORT

Mr. Schultz called on Gil Sablack who reported that the committee reviewed two accidents in the Early Childhood Program. The first involved a Teaching Assistant who slipped and fell on the ice and fractured her wrist. She is still off of work but will be returning soon. . It was suggested that the parking lot be checked more carefully to see when salt is needed. Mr. Sablack reminded the members that our slip and fall accidents have greatly decreased over the years with the safety reminders from staff and the footwear that helps prevent slips on snow/ice The second accident involved a folding table that didn't have the legs locked which caused an injury to the employee's shin. **THE SAFETY COMMITTEE REPORT WAS ACCEPTED WITH A MOTION FROM DAN LAFOILLE, SUPPORTED BY CHARMAINE LEHMAN; MOTION CARRIED. (see attachment "B")**

### APPROVAL OF 11/17/2010 HEAD START POLICY COUNCIL MINUTES

Members received a copy of the 11/17/10 Head Start Policy Council minutes for their review. There were no questions or comments **AND THEY WERE APPROVED WITH A MOTION FROM TOM ELEGEERT, SECONDED BY WALTER MULTERER; MOTION CARRIED.**

### ELECTION OF TREASURER

The Chairman reminded the members that the full board was asked if they had an interest in fulfilling the remainder of Bernice Wiecech's term as Treasurer and Dan LaFoille was the only one who expressed an interest. Mr. Schultz asked for further nominations from the floor. There were none, **TOM ELEGEERT MOVED TO APPROVE DAN LAFOILLE TO FILL THE REMAINDER OF BERNICE'S TERMS AS TREASURER, KAREN WIGAND SUPPORTED THE MOTION; MOTION CARRIED.**

**INSURANCE PLAN AMENDMENT**

Members were mailed a copy of an insurance plan amendment that is required to cover provisions that are a result of the Patient Protection Reform Act. ***THE INSURANCE PLAN AMENDMENT WAS APPROVED WITH A MOTION FROM RUTH HELWIG, SECONDED BY MR. VANDENHOUTEN; MOTION CARRIED.***

**EXECUTIVE DIRECTOR'S REPORT**

Mr. Schultz called on Bill Dubord who reported that the auditors are here this week. They reminded that this is the first year we hired Anderson Tackman Company to perform the audit. Members were sent preliminary unaudited figures for the fiscal year ending 9/30/10 and Mr. Dubord noted that we have a healthy bottom line. The auditors will present the audit to the full board in a few months.

The Executive Director indicated that the federal and state budget picture remains uncertain and most likely will not be favorable to many of our programs.

Members were told that the way we were counting our non-federal share (that was disallowed by our review team) may be changed to now be considered allowable as other reviewers have allowed the same type of federal share match.

The Executive Director introduced Mary Ciminiskie who has been hired as Data Systems/HR Coordinator. Mary previously worked at our Escanaba Senior Center. She will be dealing with the new mandated FACSPRO database system as well as relieve Cathy with much of the human resources functions that are very labor intensive.

***KAREN WIGAND MOVED TO ACCEPT THE EXECUTIVE DIRECTOR'S REPORT, GEORGE LYON SECONDED THE MOTION; MOTION CARRIED.***

**PUBLIC COMMENT/OTHER BUSINESS**

Mr. Schultz called on Kim Johnson, ECP Director, who passed out the annual Program Information Review (PIR) to the board. She also asked if there were any board members who would like to be added to the Early Childhood Committee; it meets about 3-4 times/year.

**ADJOURNMENT**

There being no further business ***THE MEETING ADJOURNED AT 2:04 WITH A MOTION FROM MR. ELEGEERT, SECONDED BY KEN BRYANT; MOTION CARRIED.***

THE FINANCIAL COMMITTEE HAS REVIEWED THE ACCOUNTS PAYABLE SCHEDULES FOR THE MONTHS OF NOVEMBER & DECEMBER 2010 FOR THE MENOMINEE-DELTA-SCHOOLCRAFT COMMUNITY ACTION AGENCY. WE HAVE DETERMINED THAT THE EXPENDITURES MADE AGAINST THE VARIOUS PROGRAMS ARE REASONABLE AND PROPERLY CHARGED WITHIN BUDGETARY RESTRICTIONS IN THE FOLLOWING AMOUNTS:

HEAD START	\$	457,984
EARLY HEAD START		113,606
ARRA HEAD START		10,717
EARLY-ON CHILDHOOD		3,639
GREAT START READINESS PROGRAM		56,219
ASSET & LIABILITY ACCOUNTS		223,507
<b>TOTAL</b>	<b>\$</b>	<b>865,672</b>

SIGNED   
(TREASURER)

DATE 1/13/11

**FINANCE COMMITTEE MEETING**  
**Thursday, January 13, 2011**  
**11:45 a.m.**

**MINUTES**

The following were present: Dave Schultz, Dan LaFoille, Omer Doran, Karen Wigand, Bernie Lang, Gil Sablack, Bill Dubord, Beau Miller and Cathy Pearson. Pastor Levin, excused.

The committee reviewed the CAA & HRA Accounts Payable schedules for November and December. It was noted that if the report could be reformatted to lengthen some of the fields it would probably prevent some questions. There was a question about an expenditure to the American Red Cross for \$7,000 and members were told that it was for first aid kits for the Head Start families. **THEY WERE ACCEPTED WITH A MOTION FROM DAN LAFOILLE, SECONDED BY GIL SABLACK; MOTION CARRIED.**

The committee reviewed the Head Start credit card charges for December and January. **THEY WERE ACCEPTED WITH A MOTION FROM MR. LAFOILLE, SUPPORTED BY KAREN WIGAND; MOTION CARRIED.** It was suggested that the account numbers be blacked out better as they can be read. It was noted that's why we shred them after the meeting.

The committee reviewed the preliminary audit figures for the fiscal year ending 9/30/2010 and Beau indicated we are in pretty good shape fiscally. Bill reaffirmed his decision to hire a CPA as Beau is able to close out our books which prevents a finding. Final audit figures will be forthcoming and Anderson, Tackman Co. will present the audit to the full board in the next few months.

The members were reminded that we asked for any board members who were interested in filling the remainder of Bernice Wiecech's term as Treasurer. Dan LaFoille and Marylee DeGrave expressed an interest; however, Marylee was not re-appointed by Menominee County so will no longer be on the board. Therefore, we will ask if there are any further nominations, and if not, Dan will be our new Treasurer.

There was discussion on the uncertainty of funding and desperate measures being taken by some other states.

Bill noted that he will be coming to the Finance Committee with a proposal for Center Administrator wages based on the size of the center, length of service, etc.

The meeting adjourned at 12:25 p.m.

## SAFETY COMMITTEE MEETING

January 13, 2011

1:00 p.m.

### MINUTES

The following were in attendance: Omer Doran, Walter Multerer, Gil Sablack, George Arkens, Marv Mayer, Kim Johnson, Sally Kidd and Pat Johnson. Absent: Tom Lippens and Marylee DeGrave.

The Committee reviewed the following three accidents:

- 1) **EARLY CHILDHOOD PROGRAM:** An assistant teacher was carrying supplies from her vehicle to a classroom when she slipped and fell on snow covered ice and fractured her wrist. She did seek medical assistance. She is still off of work and is expected to return to work on Jan. 17, 2011 with no restrictions. Her supervisor usually has the lot salted or sanded before staff arrives in the morning but it had snowed the previous night so it took her supervisor longer than usual to arrive at work. This was just an unfortunate accident.
- 2) **EARLY CHILHOOD PROGRAM:** A center aide was moving a table closer to the door to set the meals upon when they arrived. Apparently, one of the legs of the table was not secured and the table collapsed injuring her leg. She immediately went to the doctor to be checked and there was a bruise. The doctor released her to go back to work with no restrictions, and she was back working within 2½ hours from the time the accident occurred. Recommendation: The table will be checked to make sure locks are working correctly and stop moving the table. (The reason the table was being moved was because there is linoleum on the floor and gets slippery if wet. When the meals are delivered the floor is slippery if their shoes are wet. A rug has been requested to be placed at the entrance of the room.
- 3) **SENIOR SERVICES:** A center aide was delivering meals and slipped on snow covered ice, injuring his right hand, elbow and lower back. He didn't lose any work time but medical treatment is ongoing. This was a new employee filling in for a meal runner who was sick. Recommendation: We accept responsibility for this accident because he wasn't properly trained. Usually meal runners carry salt in their vehicles for emergencies and wear "trackers" if the weather warrants it.

Mr. Multerer stated that at the inception of the Safety Committee it was not uncommon to review 15 to 20 accidents. Many of them where slip and falls. He commended Sally on the safety training employees have received, providing "trackers" to meal runners etc.

The meeting adjourned at 1:25 p.m.

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

**GOVERNING BOARD MEETING**  
**Thursday, January 13, 2011**  
**1:45 p.m. (EST)**  
**511 First Avenue North, Escanaba**

**MINUTES**

Chairman Schultz called the meeting to order at 2:05 p.m. A quorum was noted with the following in attendance:

**MEMBERS PRESENT**

Omer Doran, Schoolcraft  
Karen Wigand, Delta  
Gil Sablack, Schoolcraft  
Dan LaFoilie, Schoolcraft  
Bernie Lang, Menominee  
Dave Schultz, Delta  
Gil Vandenhouten, Menominee  
Walter Multerer, Menominee  
George Lyon, Schoolcraft  
Charmaine Lehman, Schoolcraft  
Tom Lippens, Delta  
George Arkens, Menominee  
Myra Croasdell, Delta  
Geri Nelson, Delta  
Ken Bryant, Schoolcraft  
Marv Mayer, Menominee  
John Stapleton, Schoolcraft  
Ruth Helwig, Delta  
Tom Elegeert, Delta

**OTHERS PRESENT**

William Dubord, Executive Director  
Bernice Wiecech  
Marylee DeGrave  
Beau Miller, Finance Director  
Cathy Pearson, Executive Assistant  
Mary Ciminskie, Data Systems/HR Coordinator  
Theresa Nelson, RSVP Director  
Kim Johnson, Early Childhood Director  
Sally Kidd, Senior Services Director  
Joe Dehlin, WX/Housing Director

**MEMBERS ABSENT**

Helen Walker, excused  
Ernest Hoholik, excused  
Brenda Moya, excused  
Pastor Levin, excused  
Ken Penokie  
Dave Anthony

Chairman Schultz introduced new board member Myra Croasdell who is representing the Head Start Policy Council.

**APPROVAL OF DECEMBER 9, 2010 GOVERNING BOARD MINUTES**

Members received a copy of the 12/9/10 Governing Board minutes. There were no questions or comments **AND THEY WERE APPROVED WITH A MOTION FROM DAN LAFOILLE, SECONDED BY TOM LIPPENS; MOTION CARRIED.**

**ACCEPTANCE OF COUNTY BOARD APPOINTMENTS FOR 2011**

The county boards have made the following appointments: Delta: Dave Schultz, Karen Wigand and Dave Rivard; Schoolcraft: Ernest Hoholik, Omer Doran and Dan LaFoilie; Menominee: Bernie Lang and two new appointments – Mari Negro and Beth Pletcher who have been appointed to five year terms. The Nominating Committee recommends these appointments and **THEY WERE ACCEPTED**

**WITH A MOTION FROM MR. LAFOILLE, SECONDED BY KAREN WIGAND; MOTION CARRIED.**

### PRESENTATION OF PLAQUES

A plaque was presented to Bernice Wiecech for 22 years of service on the Governing Board and for her tenure as Treasurer. Marylee DeGrave was presented with a Certificate of Appreciation for her five years of service representing the Menominee County Board of Commissioners.

### FINANCE COMMITTEE REPORT

Chairman Schultz called on Karen Wigand for the report. She noted that the Finance Committee reviewed the accounts payable schedules for November and December and recommends their approval. **THE FINANCE COMMITTEE REPORT WAS ACCEPTED WITH A MOTION FROM GEORGE LYON, SUPPORTED BY MR. SABLACK; MOTION CARRIED. (see attachment "A")**

### SAFETY COMMITTEE REPORT

Mr. Schultz called on Gil Sablack who reported that the committee reviewed one accident in the Senior Services Program where a substitute meal runner slipped on a client's property. He had no lost work time. Mr. Sablack reminded the members that our slip and fall accidents have greatly decreased over the years with the safety reminders from staff and the footwear that helps prevent slips on snow/ice. **THE SAFETY COMMITTEE REPORT WAS ACCEPTED WITH A MOTION FROM MARV MAYER, SUPPORTED BY KEN BRYANT; MOTION CARRIED. (see attachment "B")**

### APPROVAL OF POLICY ADVISORY COMMITTEE MINUTES

Members received a copies of the following PAC minutes for their review: 12/3 (Mid County) Senior Citizen PAC, 12/14/10 (Men/Marinette) Retired & Senior Volunteer Program and 12/21/10 (Delta) Senior Companion Program. There were no questions or comments **AND THEY WERE APPROVED WITH A MOTION FROM CHARMAINE LEHMAN, SECONDED BY KEN BRYANT; MOTION CARRIED.**

### ELECTION OF TREASURER

The Chairman reminded the members that the full board was asked if anyone had an interest in fulfilling the remainder of Bernice Wiecech's term as Treasurer and Dan LaFoille was the only one who expressed an interest. Mr. Schultz asked for further nominations from the floor. There were none. **KAREN WIGAND MOVED TO APPROVE DAN LAFOILLE TO FILL THE REMAINDER OF BERNICE'S TERM AS TREASURER, JOHN STAPLETON SUPPORTED THE MOTION; MOTION CARRIED.**

### INSURANCE PLAN AMENDMENT

Members were mailed a copy of an insurance plan amendment that is required to cover provisions that are a result of the Patient Protection Reform Act. **THE INSURANCE PLAN AMENDMENT WAS**

**APPROVED WITH A MOTION FROM RUTH HELWIG, SECONDED BY MR. LAFOILLE; MOTION CARRIED.**

### **WALK FOR WARMTH**

Chairman Schultz called on Cathy Pearson who told the board that the annual Walk for Warmth campaign is in full swing with walks scheduled for Escanaba and Menominee on Saturday, February 26<sup>th</sup>. Escanaba will also hold a Big Brat Sale on February 11<sup>th</sup> and the Rusty Rail will again host a Ride for Warmth poker run on February 19<sup>th</sup>. Menominee's annual Brats for Breakfast will be held on February 17<sup>th</sup> at the Menominee Senior Center. Board members were encouraged to support this campaign any way they can as it is our only major fund-raiser.

### **ACCEPTANCE OF DHS MONITORING REPORT FROM AUGUST 9-11, 2010 VISIT**

Members were mailed a copy of the DHS fiscal monitoring report from the August 9-11, 2010 review. There was a finding as the cost allocation plan had not been reviewed annually. Since then it has been reviewed and revised. **KAREN WIGAND MOVED TO ACCEPT THE DHS MONITORING REPORT AND PLACE IT ON FILE, TOM LIPPENS SUPPORTED THE MOTION; MOTION CARRIED.**

### **EXECUTIVE DIRECTOR'S REPORT**

Mr. Schultz called on Bill Dubord who reported that the auditors are here this week. He reminded the members that this is the first year we hired Anderson Tackman Company to perform the audit. Members were sent preliminary unaudited figures for the fiscal year ending 9/30/10 and Mr. Dubord noted that we have a healthy bottom line. The auditors will present the audit to the full board in a few months.

The Executive Director introduced Mary Ciminiskie who has been hired as Data Systems/HR Coordinator. Mary previously worked at our Escanaba Senior Center. She will be dealing with the new mandated FACSPRO database system as well as relieve Cathy with much of the human resources functions that are very labor intensive.

Mr. Dubord reported that although we received an increase in our household allotment for The Temporary Emergency Food Assistance Program (TEFAP) from 1,200 to 2,100, we ran out of food at some of our centers. He noted that without ARRA funds it will be very difficult to cover the cost of transporting the food.

He also notified that board that we are taking a good look at our bingo operations as they have had a significant decline in receipts over the past year.

Phase one of the Gladstone renovations that were made possible through the Olsen Trust have begun. A new walk in cooler/freezer is being installed. Mr. Dubord also noted that old wiring upstairs in the Menominee Senior Center has been disabled and we are soliciting bids for new energy efficient lighting for that center.

The Executive Director reminded the board that 530 homes need to be weatherized by 3/31/2012 and to date we have 249 completions with 87 jobs partially completed. Projects are moving along so we are ready to accept more applications.

**KAREN WIGAND MOVED TO ACCEPT THE EXECUTIVE DIRECTOR'S REPORT, MR. LIPPENS SECONDED THE MOTION; MOTION CARRIED.**

**PUBLIC COMMENT/OTHER BUSINESS**

Mr. LaFoille noted that the federal mileage rate is now at \$.51/mile.

**ADJOURNMENT**

There being no further business **THE MEETING ADJOURNED AT 2:30 p.m. WITH A MOTION FROM MR. LYON, SECONDED BY TOM ELEGEERT; MOTION CARRIED.**

THE FINANCIAL COMMITTEE HAS REVIEWED THE ACCOUNTS PAYABLE SCHEDULES FOR THE MONTHS OF **NOVEMBER & DECEMBER 2010** FOR THE **HUMAN RESOURCES AUTHORITY, INC.** WE HAVE DETERMINED THAT THE EXPENDITURES MADE AGAINST THE VARIOUS PROGRAMS ARE REASONABLE AND PROPERLY CHARGED WITHIN BUDGETARY RESTRICTIONS IN THE FOLLOWING AMOUNTS:

SENIOR CITIZENS	\$	251,622
VOLUNTEER PROGRAMS		99,299
NUTRITION		199,226
STATE & LOCAL PROGRAMS		196,568
ENERGY AND HOUSING		355,397
ASSET & LIABILITY ACCOUNTS		193,709
<b>TOTAL</b>	<b>\$</b>	<b>1,295,821</b>

SIGNED   
(TREASURER)

DATE 1/13/11



# Public Health Delta & Menominee Counties



## Board of Health Meeting

Pinecrest Medical Care Facility, Powers

### Meeting Minutes

Wednesday, December 15, 2010

#### Board Members Present

Bernie Lang  
Bob Burie

Gary Eichhorn  
Tom Trudgeon

Tom Elegeert  
Dave Schultz

#### Public Health Staff

Barb Chenier, Health Officer/ Administrator  
Mike Snyder, Environmental Health Director  
Sharon Engelsgerd, Executive Secretary

#### 1. Call to Order/Roll Call

The December 15, 2010, meeting of the Delta Menominee District Board of Health was called to order at 4:35 p.m. CST by Chairperson Schultz. Roll call was taken and is recorded above.

#### 2. Approval of Agenda

Mr. Lang moved to approve the agenda. Motion was supported by Mr. Eichhorn and carried.

#### 3. Approval of Minutes

Mr. Elegeert moved that the November 17<sup>th</sup> minutes be approved. Motion was supported by Mr. Burie and carried.

#### 4. Education Session

##### 4.1— Sanitary Code Update

Mike Snyder, Environmental Health Director, presented a review of the department's On-Site Sewage Treatment/Disposal program since the current Delta & Menominee Counties Sanitary Code became effective on January 1, 2009. The department's experience with the new sanitary code has shown it to be very customer friendly, giving the health department flexibility to allow the customer options regarding on-site sewage treatment if at all possible. Over the past two years the department has

performed 430 site evaluations with only 18 site denials, and some of these denials were given options they could choose in order to improve their site and gain approval. When the new code was enacted, the health department contacted all customers who were denied since 2000 under the previous code, informing them of the changes in the minimum site requirements. Many of these sites have been reevaluated and granted approval or permits under the new code. The new code allows installment of alternative systems and, although no alternative systems have been installed over the past two years, engineered plans for a site that was denied under the old sanitary code are currently being processed.

Another benefit resulting from the new code is the increased communication between installers and the health department. The Sanitary Code now requires installers to be licensed to ensure they are thoroughly knowledgeable of the code's provisions. The health department has offered training and the licensing exam through several forums to local installers. Those licensed in other districts had to meet with the Environmental Health Director to review the code. The licensing process went very smoothly, and our District currently has 53 licensed installers.

The health department has also been busy in their Groundwater Quality Control program. Over the last two years 245 well permits have been granted. Environmental Health and the counties' Building Departments work closely together concerning sites planning new construction as well as demolition.

## 5. **New Business**

### 5.1— **Wage and Salary Administration Policy Revision**

Ms Chenier requested Board approval for revision of a Board policy that addresses wage and salary administration for non-union employees. Effective January 1, 2011, wage adjustments for the non-union employee group would be recommended to the Personnel Committee and the full Board once a year. This change will replace the current non-union merit increase system. The Personnel Committee recommended approval of the policy revision.

**Mr. Eichhorn moved that the Board approve the revised policy. Motion was supported by Mr. Elegeert and carried.**

## 6. **Committee Reports**

### 6.1— **Personnel**

All recommended merit increases for 2010 fell within the Board-approved ranges and were approved by the Personnel Committee. No Board action was required.

The Personnel Committee recommended the Board approve a 2% wage increase for non-union staff for 2011, based on revenues coming in as projected. This recommendation is supported by the following:

- PHDM was on budget at the end of FY 2010, and the budget approved for FY 2011 included a 2% wage increase for all staff with no use of fund balance.
- PHDM union staff will receive a 2% wage increase on 1/1/11 per the union contract.
- PHDM non-union and union staff receive no step adjustments in salary for years of service and no longevity pay.
- Employee contributions to the MERS plan and health insurance premiums have increased significantly.

**Mr. Eichhorn moved that the Board approve the proposal. Motion was supported by Mr. Elegeert and carried with one opposing vote (Mr. Burie).**

**7. Health Officer's Report**

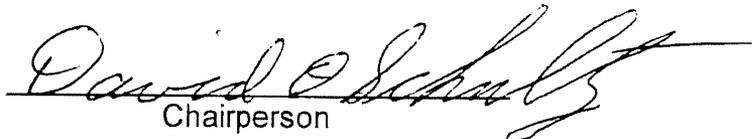
Ms Chenier reported the following:

- The first quarter of FY 2011 is almost complete, and program services and funding are going as projected.
- Our current Registered Dietitian is leaving. Fortunately, we will be able to fill the position with a qualified person who is already working in the health department in another position.
- Our temporary Nurse Practitioner has accepted the position on a long term basis.
- We recently received approval for our new Maternal Infant Health Program. Training will be conducted in January for nurses, social workers, and dietitians; services should begin soon after.
- Thank you to Mr. Eichhorn for his service on the Board of Health and his work in the Personnel Committee these past two years.

**8. Public Comment—No comments**

**9. Adjournment**

**There being no further business, a motion was made by Mr. Eichhorn with support by Mr. Burie to adjourn the meeting. Motion was carried and meeting adjourned at 5:41 p.m. CST.**

  
Chairperson

:se

**Regular Monthly Meeting  
MINUTES  
715 Pyle Drive, Kingsford, Michigan  
December 16, 2010 - 4:00 p.m.**

**CALL TO ORDER/ROLL CALL:**

Karen Raether, Board Chairperson, called the meeting to order at 4:05 p.m. Mary Wendt, Board Secretary, conducted the roll call. Ms. Raether stated that Karen Thekan would not be present at today's Board meeting due to her brother being ill and asked board members to keep Ms. Thekan in their prayers.

<u>MEMBERS</u>	<u>Present</u>	<u>Excused</u> <u>Absent</u>	<u>Absent</u>	<u>MEMBERS</u>	<u>Present</u>	<u>Excused</u> <u>Absent</u>	<u>Absent</u>
Connors, Peggy	X			Luhtanen, Joan	X		
DeDie, William	X			Martin, Ann	X		
DeGrave, Marylee	X			Negro, Mari	X		
Farragh, Elizabeth	X			Raether, Karen	X		
Hofer, Millie	X			Plumley, Robert	X		
Lang, Bernie	X			Spence, Christine	X		

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

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

**PUBLIC COMMENTS** - No public comments

**APPROVAL OF THE AGENDA:** There were no additions to the agenda. Karen Raether stated that Brian Bousely, Menominee County Administrator, was present at today's Board meeting and would be participating under New Business.

**ACTION:** Moved to approve the agenda as presented.

**Motion by:** M. DeGrave; supported by J. Luhtanen. **Motion carried unanimously**

**APPROVAL OF THE MINUTES:**

There were no additions or corrections to the minutes from the Regular Board of Directors meeting on November 18, 2010.

**ACTION:** A motion was made to dispense with reading the minutes from the November 18, 2010 Regular Board of Directors meeting and approve as written.

**Motion by:** P. Connors; supported by M. DeGrave. **Motion carried unanimously.**

**FINANCE COMMITTEE REPORT** - C. Spence

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

1. **ISSUE:** Review Check Disbursement Report

The check disbursement report in the amount of \$1,210,114.96 was reviewed and recommended for Board approval.

**ACTION:** A motion was made by C. Spence, supported by M. Negro to approve the check disbursement report for bills paid in the amount of \$1,210,114.96 as presented.

**ROLL CALL VOTE:**

<u>MEMBERS</u>	<u>YES</u>	<u>NO</u>	<u>MEMBERS</u>	<u>YES</u>	<u>NO</u>
Connors, Peggy	X		Luhtanen, Joan	X	
DeDie, William	X		Martin, Ann	X	
DeGrave, Marylee	X		Negro, Mari	X	
Farragh, Elizabeth	X		Raether, Karen	X	
Hofer, Millie	X		Plumley, Robert	X	
Lang, Bernie	X		Spence, Christine	X	

**Motion carried unanimously.**

2. **ISSUE:** Review Financial Reports – Preliminary September 2010 & November 2010

The preliminary September 2010 financial report was reviewed. The September financial report is preliminary as Bill Adrian is still waiting for information to close out the fiscal year. The November 2010 financial statement was reviewed and recommended for Board approval.

**ACTION:** A motion was made by C. Spence, supported by M. DeGrave to approve the November 2010 financial report.

**ROLL CALL VOTE:**

<u>MEMBERS</u>	<u>YES</u>	<u>NO</u>	<u>MEMBERS</u>	<u>YES</u>	<u>NO</u>
Connors, Peggy	X		Luhtanen, Joan	X	
DeDie, William	X		Martin, Ann	X	
DeGrave, Marylee	X		Negro, Mari	X	
Farragh, Elizabeth	X		Raether, Karen	X	
Hofer, Millie	X		Plumley, Robert	X	
Lang, Bernie	X		Spence, Christine	X	

**Motion carried unanimously.**

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

#	Name of Contract	Purpose of Contract	Date of Contract	Old Rate	New Rate	Change
a.	Carrie Zigman	Speech Services	1/1/11 – 12/31/11	\$55/hr direct & \$49/hr indirect	\$57.75/hr – direct & \$51.50/hr indirect	\$2.75/hr-direct \$2.50/hr-indirect
This is a renewal agreement for the services of a speech and language therapist. Ms. Zigman currently works approx 40 hours/month and serves 18 consumers.						
b.	John Zinger, II	Snow Removal	10/1/10 – 5/1/11	\$50/hr	\$50/hr	n/a
This is a renewal agreement for an individual to provide snow removal services at all of the Iron River sites.						
c.	Carlson Medical Clinic	Medical Services to Maple Ridge	1/1/11 – 1/31/12	\$200/hr	\$200/hr	No Change
Dr. Carlson provides medical services to the residents of Maple Ridge that are over and above standard appointments. She averages 1 ½ hr per month.						
d.	Dr. Dennis Ziemba	Medical Services in Dickinson Co. Residential	1/1/11 – 12/31/12	\$300/mo	\$300/mo	No change
Dr. Ziemba provides medical services to the residents of Belgium Pointe and The Pines that are over and above standard appointments.						
e.	Pine Rest Christian Mental Health Service and Saint Mary's Hospital	Inpatient Psychiatric Services	10/1/10 – 9/30/11	Pine Rest – \$798.00 St. Mary's- \$769.00	Pine Rest - \$852.00 St. Mary's - \$822.00	Increase Pine Rest – \$56 St Mary's - \$53
This is a renewal agreement for inpatient psychiatric services. This hospital is located in Grand Rapids, MI,						
f.	Waste Management of Michigan	Non Hazardous Waste Disposal	12/1/10 – 11/30/13	\$148.75/mo	\$160.65/mo	Increase of \$11.90
This is a renewal agreement for waste disposal for the Iron River Office.						
g.	Cherith Counseling, LC	Outpatient Counseling	11/1/10 – 10/31/11	\$60.00/hr	\$70/hr	Increase of \$10/hr
This contract was reviewed at the November Board meeting. Cherith Counseling is now requesting a \$10/hr increase due to the need for added insurance. This is a self-determination arrangement for one person, through a single case agreement, who will receive services from Cherith Counseling instead of NBHS.						

**ACTION:** A motion was made by C. Spence, supported by M. DeGrave to approve all contracts as noted above.

**DISCUSSION:** Millie Hofer stated the she brought up at the Finance Committee meeting that there was a discrepancy between the hourly rate of Penny Gregg and Carrie Zigman who are both speech therapists. Ms. Hofer stated that one is charging \$65/hour and one is charging \$57.75/hour and would like this noted. Miscellaneous questions were addressed by Bill Adrian.

**ROLL CALL VOTE:**

<u>MEMBERS</u>	<u>YES</u>	<u>NO</u>	<u>MEMBERS</u>	<u>YES</u>	<u>NO</u>
Connors, Peggy	X		Luhtanen, Joan	X	
DeDie, William	X		Martin, Ann	X	
DeGrave, Marylee	X		Negro, Mari	X	
Farragh, Elizabeth	X		Raether, Karen	X	
Hofer, Millie	X		Plumley, Robert	X	
Lang, Bernie	X		Spence, Christine	X	

**Motion carried unanimously.**

4. Miscellaneous

- Bill Adrian provided that Northpointe will be reviewing how AFC provider contracts are paid. This will give Northpointe a better measurement of how much care an individual is actually receiving so this information can then be more accurately built into their treatment plan. Northpointe needs to better document what they buying from AFC contract providers to have this relate back to an individual's treatment plan and as this review process is done there will be some changes in Northpointe's residential AFC contracts. Mr. Adrian stated that for clarification purposes this particular process will be used for non-specialized residential AFC providers.

**PLANNING COMMITTEE REPORT** - J. Luhtanen

1. **ISSUE:** Stakeholder Advisory Committee Meeting Report

The December 7, 2010 Stakeholder Advisory Committee meeting was held at the Kingsford office and committee members were provided with a presentation on supported employment; the results from the MDCH site review results were reviewed; the 4<sup>th</sup> quarter Outcomes Report was reviewed; suggestions for improvement and a complaint was reviewed; the October and November CEO reports were discussed; the CAFAS level of functioning test was provided and reviewed; and the annual Christmas potluck was held. **ACTION:** Information

2. **ISSUE:** Vote for New Stakeholder Committee Members

Joan Luhtanen stated that information on applicants for Stakeholder Advisory Committee vacancies were provided for review. Ms. Luhtanen stated there are 5 openings for primary members and there are 5 individuals to fill these vacancies: Sue Kyllonen, Jean Massie, Dean Brunnet, Kristena Estebo, and Paul Suchovski.

**ACTION:** A motion was made by J. Luhtanen, supported by M. DeGrave to approve to the reappointments of Sue Kyllonen, Jean Massie, Dean Brunnet, Kristena Estebo and the new appointment of Paul Suchovski to the fill the 5 openings for primary members on the Stakeholder Advisory Committee. **Motion carried unanimously.**

Ms. Luhtanen stated that there are also 3 openings for secondary members on the Stakeholder Advisory Committee and 7 applicants for these openings. Lisa Dionne stated that the committee is comprised of 12 members and at least half of the committee needs to be primary members and the remainder of the committee can be secondary consumers. Discussion ensued and miscellaneous questions were addressed by Ms. Dionne.

**ACTION:** A motion was made by J. Luhtanen, supported by A. Martin to approve the reappointments of Nancy Pasternak and Mel Levin and the new appointment of Hugo Latvala to the Stakeholder Advisory Committee to fill the 3 openings for secondary members on the Stakeholder Advisory Committee. **Motion carried unanimously.**

3. **ISSUE:** 4<sup>th</sup> Quarter Outcomes Report

The 4th Quarter Outcomes report was reviewed by Lisa Dionne. Miscellaneous questions were addressed by Ms. Dionne. **ACTION:** Information

4. **ISSUE:** Board Members Responsibilities ("A Board Member's Approach to the Job")

Joan Luhtanen stated that the above information was provided by Millie Hofer so all Board members could review it. Ms. Luhtanen stated that this information was interesting and a good review as to what a Board member's responsibility is. Ms. Luhtanen stated that Karen Thekan did provide information from a recent Dickinson Community Foundation meeting where a presentation was done by Judy Watson-Olson on Board training. Ms. Luhtanen stated that Ms. Thekan contacted Ms. Watson-Olson to see if she could provide a 1-2 hour training for the Northpointe Board. The cost of this training would be \$445.00. Discussion ensued and questions were addressed by Ms. Luhtanen.

**ACTION:** A motion was made by M. DeGrave, supported by M. Negro to approve that a special Board meeting be scheduled for Ms. Watson-Olson to present on Board training at a cost of \$445.00.

**ROLL CALL VOTE:**

<u>MEMBERS</u>	<u>YES</u>	<u>NO</u>	<u>MEMBERS</u>	<u>YES</u>	<u>NO</u>
Connors, Peggy	X		Luhtanen, Joan	X	
DeDie, William	X		Martin, Ann	X	
DeGrave, Marylee	X		Negro, Mari	X	
Farragh, Elizabeth	X		Raether, Karen	X	
Hofer, Millie	X		Plumley, Robert	X	
Lang, Bernie	X		Spence, Christine	X	

**Motion carried unanimously.**

**5. ISSUE: Board Association By-Laws**

Joan Luhtanen stated that Board Association By-Laws were presented for information regarding the issue of Board member voting delegates at Board Association conferences. Board Association voting issues are voted on at the May and October Board Association conference. Ms. Luhtanen stated that Karen Thekan contacted Mike Vizena, at the Board Association, to inquire if voting issues could be provided sooner for review by Northpointe Board members before a Board Association conference is held. Mr. Vizena provided that they will now be providing voting issues sooner so they can be reviewed. Discussion ensued and miscellaneous questions were addressed by Karen Raether. **ACTION:** Information

**6. Miscellaneous**

- Lisa Dionne provided Northpointe’s Annual Report to Board members. Ms. Dionne stated that the report should be reviewed and will then be discussed at the next Planning Committee and Board meetings.
- Bill DeDie stated that the annual NAMI Christmas party will be held on Friday, December 17 at 11:00 a.m. at the Marantha Church in Kingsford and everyone is invited to attend this event.

**CHAIRPERSONS REPORT**

Karen Raether stated that she did not have any specific issues to report on this month.

**PRESENTATION:** No presentation

**CEO REPORT**

Karen Raether stated that Karen Thekan’s CEO report was in Board packets. If anyone had questions regarding her report they can contact Bill Adrian.

**OLD BUSINESS** – No old business

**NEW BUSINESS**

- Discussion of the Open Forum Letter in the *Menominee Eagle Herald* Dated: December 6,2010  
**DISCUSSION:** Bill Adrian stated that this above issue was put on as an informational item. Mr. Adrian further stated that at the December 14, 2010 Menominee County Board meeting it was requested by that Board to have the Northpointe Board try to resolve the above issue themselves. Mr. Adrian stated that hopefully the issue can be resolved at tonight’s Board meeting and Northpointe can get back to the business at hand. Karen Raether stated that she does apologize to the Northpointe Board and staff for an incident/misunderstanding that recently took place which has escalated far beyond to what it should have. Ms. Raether stated that she is concerned that this issue has preoccupied the Board and derailed Board member duties. A lengthy discussion ensued. Brian Bousley stated that this issue needs to be resolved internally, if at all possible, and if brought back to the Menominee County Board the recommendation may be to remove all four Menominee County Northpointe Board members and this would be unfair to everyone. Mr. Bousley stated that the Northpointe Board By-Laws and Policies need to be changed to add a process on how a grievance should be handled. A lengthy discussion ensued once again. Ms. Negro stated that she is willing to let this issue drop if a process on how a grievance is handled is added to the By-Laws that spells the process out in no uncertain terms. Ms. Negro further stated that the By-Laws are to protect each Board member individually and as a whole.  
**ACTION:** A motion was made by P. Connors, supported by R. Plumley that all parties involved agree to consider the conflict among Board members that occurred on October 19, 2010 at the Traverse City conference resolved. A grievance procedure will be written into the Northpointe by-Laws and Policies to be approved by the Board.

**ROLL CALL VOTE:**

<u>MEMBERS</u>	<u>YES</u>	<u>NO</u>	<u>MEMBERS</u>	<u>YES</u>	<u>NO</u>
Connors, Peggy	X		Luhtanen, Joan	X	
DeDie, William	X		Martin, Ann	X	
DeGrave, Marylee	X		Negro, Mari	X	
Farragh, Elizabeth	X		Raether, Karen	X	
Hofer, Millie	X		Plumley, Robert	X	
Lang, Bernie	X		Spence, Christine	X	

**Motion carried unanimously.**

**DISCUSSION:** Consensus is that the Board By-Laws and Policies will be updated to add a process of how a grievance is handled and will be an agenda item for the January 17, 2011 Planning Committee meeting. Ms. Negro asked Planning Committee members to bring ideas on By-Laws or grievance procedures that they may have from their place of employment for review. Mr. Adrian stated that he will also call the regional U.P. community health board to get samples of their Board By-Laws and Policies. Mr. Bousley provided the following suggestions for a grievance process: it should be decided who the grievance will be brought to first; everything needs to be written and documented; once the grievance is brought to the proper individual a timeframe is needed to resolve the grievance; and if it is not resolved internally what will the next step be. Mr. Bousley stated that if at possible grievances should be done in-house.

**BOARD PREROGATIVE**

- Ann Martin thanked everyone involved, in the above issue under New Business, that they were big enough to come to the above resolution at tonight’s meeting. Ms. Martin asked Bill Adrian if Northpointe was at a point in time to provide how the fiscal year ended. Mr. Adrian stated that he is still waiting for information to close out the fiscal year and he will be providing an end of year fiscal year report at the January 2011 Board meeting.

**PUBLIC COMMENTS**

- Brian Bousley stated that he did want to see the above issue resolved and steps taken where this will not be an issue again by putting a grievance process in place into the By-Laws.

**ADJOURNMENT**

Chairperson Raether stated the meeting adjourned. Meeting adjourned at 5:51 p.m.

The next regular monthly Board meeting is scheduled for January 20, 2011 in **Kingsford, Michigan beginning at 4:00 p.m.**

\_\_\_\_\_  
Karen Raether, Chairperson

\_\_\_\_\_  
Peggy Connors, Secretary

\_\_\_\_\_  
Mary Wendt, Board Secretary

## MENOMINEE COUNTY BOARD OF COMMISSIONERS DISCUSSION ITEM

<b>SUBJECT:</b>	<b>YMCA – Corporate Wellness Program</b>
<b>DEPARTMENT:</b>	<b>Administration</b>
<b>ATTACHMENTS:</b>	<b>Yes</b>
<b>SUMMARY:</b>	
Per the presentation, the County Board is asked to discuss this to see if this is something that we would like to incorporate for the County Employees.	
<b>RECOMMENDED MOTION</b>	

Submitted by:     **Brian Bousley**    

    **02/03/2011**      
Date

**WORKSHOP ACTION**

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

**COUNTY BOARD ACTION**

**DATE:**

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

# REWARDS

A LITTLE EXTRA BENEFIT FOR THOSE  
DEDICATED TO BEING DEDICATED.



The YMCA Corporate Wellness Program has tremendous benefits – from increased productivity to less absenteeism and even lower medical costs. It benefits both company and employee and the benefits reach beyond the company, to every individual's family.

As an extra incentive, the YMCA offers rewards based on usage. Participants must be YMCA members and these rewards are available to Corporate Wellness Program employees only.

## HERE'S HOW IT WORKS:

### For family memberships\*:

Visit 144 times in 6 months and receive a \$40 coupon that can be used at the YMCA for specialty classes, totwatch, swim lessons, gymnastics classes and more.

\* Coupons may not be used towards membership fees

### For individual memberships\*:

Visit 72 times in 6 months and receive a \$20 coupon that can be used at the YMCA for specialty classes, totwatch, swim lessons, gymnastics classes and more.

These rebates are fully-funded by the YMCA. To qualify for the Rewards program, your company must offer an employee incentive to join the Y, such as a membership subsidy.

\*Coupons may not be used towards membership fees

## COMMUNICATION IS KEY

The YMCA Corporate Wellness Team will work with you to spread the news of this Rewards Program. Companies participating in the Rewards Program agree to:

An initial e-mail/letter of support from the company to all employees.

A marketing communication piece created by the YMCA for employees is to be e-mailed two-weeks after the initial launch.

Inclusion of program in company staff newsletters.

Inclusion of the Rewards Program on the company intranet where applicable.

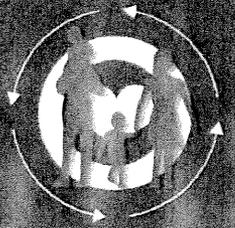
A shared partnership in on-going communication between the organization and the YMCA.

\* YMCA visits are tracked January-June and July-December.



# WELLNESS

VALUABLE MEETINGS CAN HAPPEN BETWEEN  
AN EMPLOYEE AND A GOOD WORKOUT.



**It's a proven fact that a healthy workforce is a more productive workforce.**

Participation in the YMCA Corporate Wellness Program can work wonders – giving your people increased energy, reduced stress and a more positive outlook on their jobs, their families, and life itself. And, ultimately, the company reaps the rewards of people who are energized and motivated, while at the same time experiencing less absenteeism, lower healthcare costs and fewer medical claims.

**Make health a priority and all your company's priorities can fall into place.**

The YMCA offers numerous classes, programs and services to keep your employees on the road to well-being:

## **Results driven:**

- Customized solutions for each business
- Employee wellness surveys to more thoroughly understand the priorities of your employees
- Tracking tools to measure impact and progress as you go

## **Fully engaged:**

- On-site education classes to get employees started
- Coach-based personalized fitness orientations
- Free classes at the YMCA included with membership
- Focused and experienced at serving the needs of your employees and their families
- Incentives exclusive to Corporate Wellness participants who regularly visit the YMCA
- Scholarships available to qualifying employees



# Y WELLNESS AT WORK

EMPLOYEES THAT ARE PHYSICALLY FIT  
CAN MAKE A COMPANY FISCALLY FIT.



## YMCA CORPORATE MEMBERSHIP PARTNER AGREEMENT

### **Overview of our Partnership:**

We are excited to begin a new partnership with your company and your employees. It is our goal to help your employees and their families become healthier in spirit, mind and body, and therefore, become more productive employees. To insure our partnership is mutually beneficial, we will plan to review the details of our agreement and implement any changes necessary to meet your current needs, annually.

### **Benefits to Corporate Membership Partners and their Employees:**

- 6<sup>th</sup> month membership fee will be reimbursed –employee responsibility
- Scholarship program available, so membership is available to everyone!
- Free classes and programs offered
- Assistance with wellness programs
- Priority program registration with reduced fees for programs and services
- Affordable tot-watch while the parent works out
- Free one week trial period for employees and their families to experience the YMCA
- On-site wellness opportunities
- An exclusive Corporate Wellness benefit...If your company provides an incentive for the employees to join the YMCA, then the company can qualify for our YMCA Rewards program which provides your employees a reward in Y bucks, if they achieve our work out goal
- No joining fee for Corporate Wellness Companies



# Y WELLNESS AT WORK

EMPLOYEES THAT ARE PHYSICALLY FIT  
CAN MAKE A COMPANY FISCALLY FIT.



## Commitment from Corporate Membership Partners to insure a successful program:

- Provide the Greater Marinette-Menominee YMCA access to your employees through on-going YMCA developed email, newsletters and other pieces. Communication will be emailed to the main contact person and forwarded on to employees.
- Communication may include opportunities for your company and employees to become more deeply involved with us through volunteer opportunities, special events or fund raising.
- Communicate to employees that they are aware of and use their scan card to insure appropriate subsidies/discounts are applied, as well as, accurate tracking of facility visits.
- Update your employee membership, annually
- Allow the Greater Marinette-Menominee YMCA to be present at any employee appreciation days, health promotion events and employee benefit fairs.
- Allow the Greater Marinette-Menominee YMCA to place information about partnership benefits in new employee orientation packets.
- Provide information about the Greater Marinette-Menominee YMCA to be posted on your company's intranet site.

\_\_\_\_\_ Yes, I will offer incentives for my employees to join the Greater Marinette-Menominee YMCA, including membership subsidy and thereby, qualify for the Rewards Program

\_\_\_\_\_ Company contribution per employee monthly

\_\_\_\_\_ YMCA contribution per employee monthly

\_\_\_\_\_ Company Name \_\_\_\_\_ Date

\_\_\_\_\_ Contact Name  
Print Name & Sign

\_\_\_\_\_ YMCA Representative



# MENOMINEE COUNTY BOARD OF COMMISSIONERS

## DISCUSSION ITEM

<b>SUBJECT:</b>	Commissioner Goals for the 2011-2012 Fiscal Year Projects (and beyond)
<b>DEPARTMENT:</b>	Commissioners/Administration
<b>ATTACHMENTS:</b>	No
<b>SUMMARY:</b>	
<p>Chairman Furlong asked all Commissioners to bring future project goals to the first meeting in February. Commissioners should begin to prepare for FY 2011-2012 by prioritizing goals for projects.</p>	
<b>RECOMMENDED MOTION</b>	

Submitted by:     **Brian Bousley**    

    **02/03/2011**      
Date

**WORKSHOP ACTION**

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

**COUNTY BOARD ACTION**

**DATE:**

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

# MENOMINEE COUNTY BOARD OF COMMISSIONERS DISCUSSION ITEM

<b>SUBJECT:</b>	Miscellaneous Bills
<b>DEPARTMENT:</b>	Administration/Board
<b>ATTACHMENTS:</b>	Yes
<b>SUMMARY:</b>	
Board to review recently submitted Miscellaneous Bills for payment on Jan. 20, 25 & 31, 2011 in the amount of \$47,647.92	
<b>RECOMMENDED MOTION</b>	

Submitted by:     **Brian Bousley**    

    **02/03/2011**      
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):

### General Fund Expenditures

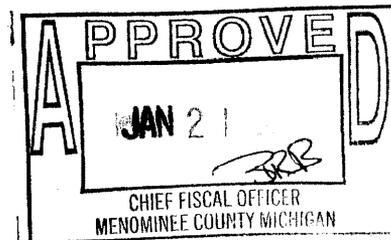
101-101 Board of Commissioners  
101-103 Other Legislative  
101-131 Circuit/Family Court  
101-132 Family Court  
101-136 District Court  
101-141 Friend of Court  
101-148 Probate Court  
101-150 Jury Commission  
101-172 County Administrator  
101-192 Board of Canvassers  
101-211 Legal  
101-215 County Clerk  
101-253 County Treasurer  
101-257 Equalization  
101-261 MSU Extension  
101-262 Elections  
101-265 Courthouse Grounds  
101-267 Prosecuting Attorney  
101-268 Register of Deeds  
101-275 Drain Commissioner  
101-301 Sheriff Department  
101-331 Marine Law  
101-332 Snowmobile Law  
101-334 Off-Road Recreational Vehicle  
101-335 ATV Education  
101-401 Planning Commission  
101-426 Emergency Management  
101-526 Waste Management  
101-601 Health & Welfare  
101-635 B&G/Hospital Operation  
101-648 Medical Examiner  
101-681 Vets Burial & Relief  
101-682 Veterans Affairs  
101-728 Economic Development  
101-997 Appropriations  
101-999 Operating Transfers

### Special Revenue Funds

205 Road Patrol  
208 County Parks  
215 Friend of Court  
220 Park Improvements  
243 Remonumentation  
249 Building Code  
256 ROD - Automation Fund  
264 Local Corrections Officers Training  
265 Drug Law Enforcement Forfeiture  
266 E911  
269 Law Library  
271 County Library  
272 CDBG - Wells Fargo Grant  
274 CDBG - County  
276 CERT-Citzns Emerg. Response Team  
277 LEPC  
280 Inmate Canteen fund  
281 K-9  
282 Justice Training  
284 Revenue Sharing  
285 Senior Citizens  
292 Child Care  
294 Veterans' Trust  
296 Special Child Care Funds  
  
516 DTRF-Delinquent Tax Revolving Fund  
517 DTRF-PA 123 Foreclosure

**MENOMINEE COUNTY  
Claims Audit Report**

Vendor Name	Vcher#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
<b>Bank Account: General</b>								
<b>Macco's Floor Covering Ctr Inc</b>								<b>\$691.00</b>
15919	1/19/2011	CG030561	PO# 02541 Carpet Install Probation/Jud	101-103-970.04		691.00		
<b>Mastercard</b>								
15918	1/12/2011	Credit Card	Aurora Books	101-101-727.00		32.40		<b>\$142.27</b>
15918	1/12/2011	Credit Card	Oriental Trading Co	296-669-835.00		109.87		
<b>Total Amount for Bank Account: General</b>								<b>\$833.27</b>

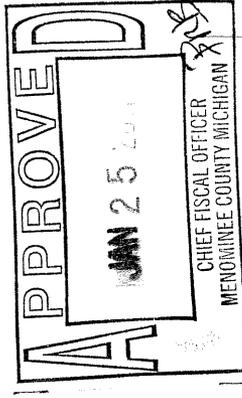


MENOMINEE COUNTY  
Check Register Report

Check	Vendor Name	Vchr#	Vendor's Ref#	Description	Status Debit Account	Check Date \$Amount	CheckAmount\$
84055	Strisar, Mary Lou	15922	2010-134-MI	Court Appointed Legal - Baxter	Open 101-148-807.00	01/25/2011 \$40.00	\$40.00
<b>Total General</b>							<b>\$40.00</b>
<b>Grand Total:</b>							<b>\$40.00</b>

Check Date: 1/1/2011 - 1/31/2011  
Check Number: 84055 - 84055  
Bank Account: General - General

CO-7

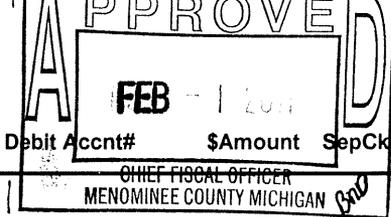


**MENOMINEE COUNTY  
Claims Audit Report**

Vendor Name	Vcher#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General								
<b>A B C PRINTERS</b>								<b>\$139.60</b>
16005	1/20/2011	92582	Employment Search Reports	101-141-727.00	139.60			
<b>Aerko International Michigan</b>								<b>\$274.00</b>
16043	1/23/2011	010-11	Freeze +P 2 oz Unit 2K3	205-315-755.02	274.00			
<b>AIRGAS NORTH CENTRAL</b>								<b>\$487.68</b>
15951	1/18/2011	105723914	Fire Extinguishers for Annex & Library	101-265-801.00	78.59			
16049	1/26/2011	105748113	Purple K Chemical	205-315-934.02	78.05			
16050	1/24/2011	105740297	Extinguishers & Maintenance Contracts	205-315-934.02	322.38			
16051	1/21/2011	105736259	Oxygen	205-315-934.02	8.66			
<b>AT&amp;T - Aurora, IL</b>								<b>\$416.04</b>
16040	1/13/2011	616T49897701	Phone Services - Yellow Pages	205-315-727.00	55.88			
16046	1/19/2011	906863661401	Telephone Charges - Jan 19 through Fe	266-325-850.00	360.16			
<b>Banc of America Leasing</b>								<b>\$139.97</b>
15963	1/20/2011	011767057	Probation/Parole Office - February 2011	101-131-942.00	139.97			
<b>Bill Anderson</b>								<b>\$47.44</b>
15988	1/17/2011	Reimbursement	Mileage	101-401-710.00	22.44			
15989	1/17/2011	Per Diem	Per Diem	101-401-710.00	25.00			
<b>Carquest Auto Parts</b>								<b>\$22.68</b>
16047	1/12/2011	2825-173058	AntiFreeze	205-315-934.02	22.68			
<b>Cellcom Menominee Store</b>								<b>\$9.95</b>
15972	1/10/2011	4354661	Cellular Equipment	296-664-850.00	9.95	x		
<b>Cellcom Wisconsin RSA 04</b>								<b>\$108.91</b>
15971	1/5/2011	535270	Cellular Services	101-132-850.00	20.01	x		
15971	1/5/2011	535270	Cellular Services	296-664-850.00	65.48	x		
15971	1/5/2011	535270	Cellular Services	296-665-850.00	23.42	x		
<b>Charlene Peterson</b>								<b>\$42.34</b>
15992	1/17/2011	Reimbursement	Mileage	101-401-710.00	17.34			
15993	1/17/2011	Per Diem	Per Diem	101-401-710.00	25.00			
<b>CITY OF MENOMINEE - 2511 10TH ST.</b>								<b>\$5,388.38</b>
15936	1/17/2011	2722	Gasoline Sales - October 2010	101-265-742.00	43.82			
15936	1/17/2011	2722	Gasoline Sales - October 2010	101-257-742.00	24.32			
15936	1/17/2011	2722	Gasoline Sales - October 2010	101-426-860.00	32.57			
15936	1/17/2011	2722	Gasoline Sales - October 2010	101-257-742.00	4.59			
15936	1/17/2011	2722	Gasoline Sales - October 2010	101-426-860.00	28.22			
15936	1/17/2011	2722	Gasoline Sales - October 2010	101-215-860.00	5.96			
15937	1/17/2011	2735	Gasoline Sales - November 2010	101-265-742.00	47.26			
15937	1/17/2011	2735	Gasoline Sales - November 2010	101-682-860.00	14.40			
15937	1/17/2011	2735	Gasoline Sales - November 2010	266-325-860.00	13.70			
15937	1/17/2011	2735	Gasoline Sales - November 2010	101-426-860.00	7.30			
15937	1/17/2011	2735	Gasoline Sales - November 2010	101-426-860.00	4.10			
15937	1/17/2011	2735	Gasoline Sales - November 2010	101-682-860.00	8.44			
16041	1/17/2011	2726	Gasoline Sales for October 2010 - Sher	205-315-742.00	2,837.45			
16042	1/17/2011	2738	Gasoline Sales for November 2010 - Sh	205-315-742.00	2,316.25			



**MENOMINEE COUNTY  
Claims Audit Report**



Claim Total

Vendor Name	Vcher#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
<b>Bank Account: General</b>								
<b>CLOVERLAND PAPER CO</b>								<b>\$869.22</b>
	15949	1/7/2011	94114	Toilet Tissue, Towels, Liners, Facial Tis	101-265-755.01	315.08		
	15957	1/12/2011	94237	Toilet Tissue, Towels	101-265-755.01	128.89		
	15961	1/24/2011	94239	Lysol Wipes & Facial Tissue	101-265-755.01	69.10		
	15996	1/14/2011	94175	Towels, Toilet Tissue, Lemon Pledge	101-265-755.01	171.07		
	15997	1/14/2011	94176	Aerosol Dispenser & Tidyfoam Soap	101-265-755.01	72.78		
	16031	1/14/2011	94155	Tidyfoam Soap	101-301-770.00	43.11		
	16032	1/7/2011	94115	Tidyfoam & Foam Cleanser	101-301-770.00	38.18		
	16033	1/12/2011	94238	Liners	101-301-770.00	31.01		
<b>Dan Menacher</b>								<b>\$529.01</b>
	15969	1/21/2011	Reimbursement	Hotel, Meal & Bridge Fare	249-371-964.00	82.76		
	15970	1/24/2011	Reimbursement	ICC New Code Books	249-371-728.00	446.25		
<b>Debra Hackett</b>								<b>\$34.00</b>
	15965	1/27/2011	2011-36887-FY	Witness	101-267-804.00	6.00		
	15965	1/27/2011	2011-36887-FY	Mileage	101-267-804.00	28.00		
<b>Diane Kewley - 1220 9th Avenue</b>								<b>\$52.66</b>
	15975	1/24/2011	4375	Meal Reimbursement 1/11/11 (T.S.)	101-132-801.00	6.66		
	15976	1/24/2011	4376	Holdover Attendant - Transport of T.S. 1	101-132-801.00	14.00		
	15976	1/24/2011	4376	Holdover Attendant - Transport of T.S. 1	101-132-801.00	32.00		
<b>Dickinson County Treasurer</b>								<b>\$20,450.28</b>
	15954	1/24/2011	Circuit Court 2011	1st Quarter - Shared Expenses	101-131-702.00	948.90	x	
	15955	1/24/2011	West Law 2011	West Group Westlaw Charges - 1st Qu	269-145-801.00	2,413.38		
	15980	1/24/2011	Circuit Court 2010	4th Quarter	101-131-702.00	17,088.00	x	
<b>ERICKSON WAYNE</b>								<b>\$40.30</b>
	15982	1/17/2011	Reimbursement	Mileage	101-401-710.00	15.30		
	15983	1/17/2011	Per Diem	Per Diem	101-401-710.00	25.00		
<b>Friends Ofc Prod Whse Direct</b>								<b>\$205.73</b>
	16001	1/19/2011	0134831	Pencils, Cleaner, Binders, Toner - Equa	101-257-727.00	134.92		
	16004	1/18/2011	0134691	Post it Flags, Paper, Folders - FOC's Of	101-141-727.00	70.81		
<b>Furlong, James</b>								<b>\$53.00</b>
	15939	1/25/2011	Reimbursement	Mileage - January 2011	101-101-860.02	53.00		
<b>Glenn Cody</b>								<b>\$4.08</b>
	15967	1/13/2011	January 2011	Parks Committee - Mileage	208-751-860.00	4.08		
<b>Good Source</b>								<b>\$697.66</b>
	16035	1/21/2011	S102444518	Inmate Groceries	101-301-770.00	646.35		
	16036	1/18/2011	S10244201	Inmate Groceries	101-301-770.00	51.31		
<b>Hashimoto Sewer Service, Inc.</b>								<b>\$195.00</b>
	15958	1/21/2011	8374	Jail Cell 45 & 47	101-265-755.00	195.00		
<b>Joel Hensley, RN</b>								<b>\$1,365.00</b>
	16039	1/30/2011	Nursing Services	December 8 - December 21, 2010	101-301-770.01	1,365.00		
<b>Kleiman, Marc</b>								<b>\$3.17</b>
	15959	1/25/2011	Reimbursement	Windshield Wash Fluid - County Jeep	101-265-981.00	3.17		
<b>Kyle L. Anderson</b>								<b>\$28.50</b>
	15964	1/27/2011	2011-36887-FY	Witness	101-267-804.00	6.00		
	15964	1/27/2011	2011-36887-FY	Mileage	101-267-804.00	22.50		
<b>LANG BERNARD</b>								<b>\$226.44</b>
	15938	1/25/2011	Reimbursement	Mileage for January 2010	101-101-860.01	226.44		

**MENOMINEE COUNTY  
Claims Audit Report**

<b>APPROVED</b>	
<b>FEB</b>	Claim Total
\$Amount	SepCk
CHIEF FISCAL OFFICER MENOMINEE COUNTY MICHIGAN	

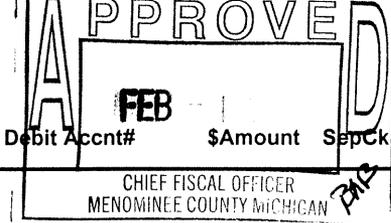
Vendor Name	Vcher#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
<b>Bank Account: General</b>								
<b>LENCA SURVEYING</b>								<b>\$5,664.05</b>
	15956	1/22/2011	11003	Remon Project Year 2011 - 1/17 to 1/23	243-245-801.07	3,191.40		
	15995	1/16/2011	11001	Remon Project Yr 2011 - January 1 - Ja	243-245-801.07	2,472.65		
<b>Lesperance, Diane</b>								<b>\$30.40</b>
	15946	1/25/2011	Reimbursement	Mileage- MTA Meeting	101-253-860.00	30.40		
<b>Linsmeier Implement, Inc.</b>								<b>\$55.30</b>
	15953	1/14/2011	47610	Heater	208-751-984.00	55.30		
<b>Lithocrafters, Inc.</b>								<b>\$242.05</b>
	16023	1/25/2011	71153	Windlow Envelopes for District Court	101-136-727.00	242.05		
<b>Lufts Advertiser</b>								<b>\$128.50</b>
	15962	1/25/2011	January 2011	Advertising	101-101-901.00	128.50		
<b>Mastercard</b>								<b>\$683.40</b>
	16024	1/12/2011	Credit Card	Marathon Oil	101-301-860.00	57.85	x	
	16024	1/12/2011	Credit Card	Shell Oil	101-301-860.00	35.00	x	
	16024	1/12/2011	Credit Card	Zukey Lake Tavern	101-301-860.00	26.76	x	
	16024	1/12/2011	Credit Card	Glens Quick Stop	101-301-860.00	37.00	x	
	16024	1/12/2011	Credit Card	Wonder Hostess	101-301-770.00	15.32	x	
	16024	1/12/2011	Credit Card	Paypal - Flashlights	101-301-934.00	122.90	x	
	16024	1/12/2011	Credit Card	Wal-Mart	101-301-727.00	124.97	x	
	16024	1/12/2011	Credit Card	LexisNexis Risk Mgmt	101-301-727.00	50.00	x	
	16024	1/12/2011	Credit Card	Wonder Hostess	101-301-770.00	30.51	x	
	16024	1/12/2011	Credit Card	Holiday	101-301-860.00	25.70	x	
	16024	1/12/2011	Credit Card	Shell Oil	101-301-860.00	39.86	x	
	16024	1/12/2011	Credit Card	Leo's Lodge	101-301-860.00	48.83	x	
	16024	1/12/2011	Credit Card	McDonalds	101-301-860.00	13.55	x	
	16024	1/12/2011	Credit Card	Cell Phone Shop Svc	205-315-850.00	55.15	x	
<b>Menards - Marinette</b>								<b>\$177.20</b>
	15981	1/20/2011	11503	Oak Molding	101-103-970.04	18.58		
	15998	1/18/2011	11123	Court Room A Supplies & Building/Gro	101-103-970.04	158.62		
<b>Michigan State University - CANR Budget Finance</b>								<b>\$2,335.45</b>
	16008	1/19/2011	38887	Salaries & Fringes - Schrot	101-261-704.00	2,335.45		
<b>MILLERS ACTION OFFICE SUPPLY I</b>								<b>\$293.45</b>
	15977	1/24/2011	074654	Calendar - Probate Court	296-665-727.00	17.99		
	15994	1/19/2011	074782I	Folders, Correction Tape, Labels, Post I	101-215-727.00	245.47		
	16025	1/10/2011	074521	Stamp - Sheriff's Dept	101-301-727.00	29.99		
<b>Naser's Auto Service</b>								<b>\$319.34</b>
	16048	1/19/2011	000016968	Oil & Filter - 09 Chevy Impala	205-315-934.02	319.34		
<b>NERATS PLUMBING AND HEATING IN</b>								<b>\$31.40</b>
	15952	1/20/2011	16264	Ball valve, boiler drain, misc copper fittir	101-265-755.00	31.40		
<b>Northern Screen Printing</b>								<b>\$149.50</b>
	16027	1/25/2011	29430	Patches	101-301-745.00	149.50		
<b>Office Depot, Inc.</b>								<b>\$132.03</b>
	16007	1/14/2011	548328994001	Copy Paper, Headset, Wireless Mouse	101-261-727.00	132.03		
<b>Pan-O-Gold Baking Co.</b>								<b>\$90.66</b>
	16037	1/11/2011	40683101106	Inmate Groceries	101-301-770.00	45.86		
	16038	1/18/2011	40683101802	Inmate Groceries	101-301-770.00	44.80		

**MENOMINEE COUNTY  
Claims Audit Report**

Vendor Name	Vcher#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General								
<b>Pfankuch, Mike</b>								<b>\$150.00</b>
16003	1/17/2011	Reimbursement	MCBAP Certification Fee	101-136-802.00	150.00			
<b>PHDM</b>								<b>\$65.00</b>
16002	10/6/2010	42164	Court Ordered testing for Client # 25034	101-131-807.00	65.00			
<b>Quill Corporation</b>								<b>\$263.07</b>
16000	1/18/2011	1677069	Dell Toner - PA's Office	101-267-727.00	107.10			
16026	1/19/2011	1711071	Hp Combo Pack - Sheriff's Dept	101-301-727.00	57.58			
16028	1/17/2011	1634157	Office Supplies - Sheriff's Dept	101-301-755.00	98.39			
<b>Randall Phillipps</b>								<b>\$175.00</b>
15942	1/21/2011	2003-10463-DS	Court Appointed Legal - Compo	101-131-807.00	37.50			
15943	1/24/2011	1992-6407-DP	Court Appointed Legal - Larson	101-131-807.00	37.50			
15944	1/22/2011	2009-12877-DP	Court Appointed Legal - Daigneault	101-131-807.00	25.00			
15945	1/22/2010	2006-11586-DP	Court Appointed Legal - Ray	101-131-807.00	37.50			
15978	1/26/2011	1993-006919-DP	Court Appointed Legal - Beechner	101-131-807.00	37.50			
<b>RDJ SPECIALTIES, INC - P.O. BOX 1000, DEPT. 145</b>								<b>\$128.88</b>
16029	10/4/2010	006507	Keytag Custom Soft Vinyl - 1 Sided	101-301-755.00	128.88			
<b>REGISTER OF DEEDS</b>								<b>\$1.00</b>
15941	1/25/2011	Copies	Grant Year 2010 - Remon Copies	243-246-801.08	1.00		x	
<b>Reinhart Foodservice</b>								<b>\$344.91</b>
16034	1/18/2011	921972	Inmate Groceries	101-301-770.00	344.91			
<b>Roger Cole</b>								<b>\$31.63</b>
15990	1/17/2011	Reimbursement	Mileage	101-401-710.00	6.63			
15991	1/17/2011	Per Diem	Per Diem	101-401-710.00	25.00			
<b>Schultz, Lillian R.</b>								<b>\$46.42</b>
15984	1/17/2011	Reimbursement	Mileage	101-401-710.00	21.42			
15985	1/17/2011	Per Diem	Per Diem	101-401-710.00	25.00			
<b>Short, Mary Kay</b>								<b>\$70.00</b>
16010	1/31/2011	Reimbursement	Mileage 1/10/11	101-131-860.00	70.00			
<b>Sig Sauer, Inc.</b>								<b>\$120.00</b>
16044	12/14/2010	945768	Firing Pin - Sheriff's Dept	205-315-755.02	120.00			



**MENOMINEE COUNTY  
Claims Audit Report**



Claim Total

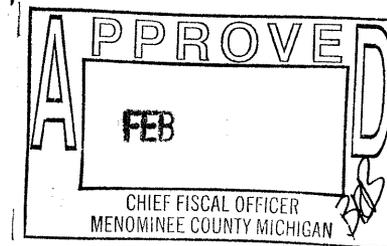
Vendor Name	Vcher#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	Spck
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Bank Account: General

<b>Standard Insurance Company</b>								<b>\$193.20</b>
16015		1/31/2011	STA53	Life Insurance Premium - January 2011	101-101-713.00	11.50		
16015		1/31/2011	STA53	Life Insurance Premium - January 2011	101-132-713.00	6.32		
16015		1/31/2011	STA53	Life Insurance Premium - January 2011	101-136-713.00	9.20		
16015		1/31/2011	STA53	Life Insurance Premium - January 2011	101-141-713.00	9.20		
16015		1/31/2011	STA53	Life Insurance Premium - January 2011	101-148-713.00	0.58		
16015		1/31/2011	STA53	Life Insurance Premium - January 2011	101-215-713.00	11.50		
16015		1/31/2011	STA53	Life Insurance Premium - January 2011	101-172-713.00	2.30		
16015		1/31/2011	STA53	Life Insurance Premium - January 2011	101-261-713.00	2.30		
16015		1/31/2011	STA53	Life Insurance Premium - January 2011	101-267-713.00	9.20		
16015		1/31/2011	STA53	Life Insurance Premium - January 2011	101-268-713.00	2.30		
16015		1/31/2011	STA53	Life Insurance Premium - January 2011	101-253-713.00	6.90		
16015		1/31/2011	STA53	Life Insurance Premium - January 2011	101-257-713.00	4.60		
16015		1/31/2011	STA53	Life Insurance Premium - January 2011	101-265-713.00	2.30		
16015		1/31/2011	STA53	Life Insurance Premium - January 2011	101-301-713.00	46.00		
16015		1/31/2011	STA53	Life Insurance Premium - January 2011	101-682-713.00	2.30		
16015		1/31/2011	STA53	Life Insurance Premium - January 2011	101-103-713.00	4.60		
16015		1/31/2011	STA53	Life Insurance Premium - January 2011	101-426-713.00	1.15		
16015		1/31/2011	STA53	Life Insurance Premium - January 2011	271-790-713.00	9.20		
16015		1/31/2011	STA53	Life Insurance Premium - January 2011	296-663-713.00	2.30		
16015		1/31/2011	STA53	Life Insurance Premium - January 2011	296-664-713.00	2.30		
16015		1/31/2011	STA53	Life Insurance Premium - January 2011	296-665-713.00	2.30		
16015		1/31/2011	STA53	Life Insurance Premium - January 2011	208-751-713.00	4.60		
16015		1/31/2011	STA53	Life Insurance Premium - January 2011	205-316-713.00	2.30		
16015		1/31/2011	STA53	Life Insurance Premium - January 2011	205-315-713.00	20.70		
16015		1/31/2011	STA53	Life Insurance Premium - January 2011	266-325-713.00	14.95		
16015		1/31/2011	STA53	Life Insurance Premium - January 2011	266-326-713.00	2.30		
<b>TARGET INFORMATION MANAGEMENT</b>								<b>\$291.59</b>
16009		1/25/2011	264040	Divorce packet forms	701-000-245.00	291.59		
<b>The Print Shop - P.O. Box 247</b>								<b>\$30.00</b>
15968		1/14/2011	January 2011	Dan Menacher Business Cards	249-371-727.00	30.00		
<b>Time Warner Cable</b>								<b>\$329.95</b>
16006		1/20/2011	004-700185701-001	1/25/11 - 2/24/11	101-103-851.01	329.95		
<b>Tina Nast (petty cash)</b>								<b>\$153.97</b>
15947		1/25/2011	Reimbursement	K-Mart	101-301-770.00	8.47	x	
15947		1/25/2011	Reimbursement	Mission Trng (x2)	101-301-860.00	69.46	x	
15947		1/25/2011	Reimbursement	Firearms Active Shooting	205-315-860.00	8.75	x	
15947		1/25/2011	Reimbursement	Firearms Active Shooting	282-302-881.00	67.29	x	
<b>Tina Nast (petty cash)</b>								<b>\$83.04</b>
15948		1/25/2044	Reimbursement	JA Meeting	101-301-860.00	9.49	x	
15948		1/25/2044	Reimbursement	Transport to Chippeaw	205-315-860.00	73.55	x	
<b>Tire Trax</b>								<b>\$155.00</b>
16052		1/20/2011	2088	Oil & Filter	205-315-934.02	25.00		
16053		1/19/2011	2089	Oil & Filter & Washer Fluid	205-315-934.02	35.00		
16054		1/14/2011	2080	Oil & Filter	205-315-934.02	25.00		
16055		12/31/2010	2044	Oil & Filter	205-315-934.02	35.00		
16056		1/3/2010	2050	Oil & Filter	205-315-934.02	35.00		
<b>Tony Durocher</b>								<b>\$106.88</b>
15973		1/24/2011	4373	Mileage Reimbursement 1/11/11	101-132-801.00	63.75		
15974		1/24/2011	4374	Holdover Attendant - Transport of T.S.	101-132-801.01	13.13		
15974		1/24/2011	4374	Holdover Attendant - Transport of T.S.	101-132-801.00	30.00		

**MENOMINEE COUNTY  
Claims Audit Report**

Vendor Name	Vcher#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
<b>Bank Account: General</b>								
<b>U P HUNTERS GUNSMITHING</b>								<b>\$62.50</b>
	16045	1/22/2011	865422	Reattach magazine tube loop to barrel	205-315-755.02	62.50		
<b>U.E.S. COMPUTERS, INC.</b>								<b>\$242.99</b>
	15940	1/20/2011	31697	Treasurer's Office - more memory Kewl	101-103-857.00	147.99		
	15966	1/21/2011	31724	Install updates on all servers & reboot	101-103-857.00	90.00		
	16030	1/26/2011	31778	Install Cisco VPN client on laptop	101-301-755.00	5.00		
<b>U.P. ASSN. OF COUNTY COMMISSIO</b>								<b>\$150.00</b>
	15960	1/25/2011	Dues	UPACC Dues -2011	101-103-802.00	150.00		
<b>UPCAP SERVICES INC</b>								<b>\$1,000.00</b>
	15979	1/24/2011	Dues	Invoice for UCAP Dues - 2011	101-103-802.00	1,000.00		
<b>Warren Suchovsky</b>								<b>\$34.18</b>
	15986	1/17/2011	Reimbursement	Mileage	101-401-710.00	9.18		
	15987	1/17/2011	Per Diem	Per Diem	101-401-710.00	25.00		
<b>WISCONSIN PUBLIC SERVICE CORP - P O BOX 19003</b>								<b>\$44.98</b>
	15950	1/18/2011	0402047856-00005	Kleinke Park Electrical	101-265-920.03	44.98		
<b>WMAM-AM</b>								<b>\$180.00</b>
	16057	1/3/2011	107120	Advertising December 2010	101-301-802.00	180.00		
<b>Zeratsky Extreme Heating &amp;</b>								<b>\$156.69</b>
	15999	1/17/2011	2988	3 Door Cooler Maintenance - Jail	101-265-934.00	156.69		
<b>Total Amount for Bank Account: General</b>								<b>\$46,774.65</b>



# MENOMINEE COUNTY BOARD OF COMMISSIONERS DISCUSSION ITEM

<b>SUBJECT:</b>	<b>Commissioners Per-Diems/Expenses</b>
<b>DEPARTMENT:</b>	<b>Administration/Board</b>
<b>ATTACHMENTS:</b>	<b>Yes</b>
<b>SUMMARY:</b>	
Board to review Commissioner Per Diems & Expenses as recently submitted for payment.	
<b>RECOMMENDED MOTION</b>	

Submitted by:     **Brian Bousley**    

    **02/03/2011**      
Date

**WORKSHOP ACTION**

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

**COUNTY BOARD ACTION**

**DATE:**

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











MENOMINEE COUNTY  
BOARD OF COMMISSIONERS  
REIMBURSEMENT VOUCHER

RECEIVED  
1/25/2011  
Menominee County Administrator

Mileage: \$.51/mile ~ effective 01 Jan. 2011

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

COPY

\*must attach receipt for reimbursement

Name: Bernie Lang ~ District 1

2011

Date	Mileage, meals, Bridge Tolls, Lodging, etc.	Account Number	Amount
1-4	CO. BD. 3	101-101-860.01	
1-6	MI. WKS! 118	101-101-860.01	
1-11	CO. BD 3	101-101-860.01	
1-13	CAA 116	101-101-860.01	
1-19	HEALTH DEPT 88	101-101-860.01	
1-21	UPCAP 110	101-101-860.01	
1-25	SOC. SERV. 3	101-101-860.01	
1-25	CO. BD. 3	101-101-860.01	
	<u>444 x .51</u>	101-101-860.01	
		101-101-860.01	
		101-101-860.01	
		101-101-860.01	
	<b>Conference Expenses</b>		
		101-101-859.00	
		101-101-859.00	
		101-101-859.00	
		101-101-859.00	
		101-101-859.00	
		101-101-859.00	
<b>Total Mileage, Meals, Lodging &amp; Conference Expenses to be reimbursed</b>			<b>226.44</b>

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

*B Lang*

Signed

Date



MENOMINEE COUNTY  
BOARD OF COMMISSIONERS  
REIMBURSEMENT VOUCHER

**RECEIVED**  
2/1/2011  
Menominee County Administrator

Mileage: \$.51/mile ~ effective 01 Jan. 2011

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

COPY

\*must attach receipt for reimbursement

Name: Charlie Meintz ~ District 4

Date	Mileage, meals, Bridge Tolls, Lodging, etc.	Account Number	Amount
Jan 4	Reorganizational Meeting <sup>50 miles</sup>	101-101-860.04	25.50
Jan 11	Board Meeting <sup>50 miles</sup>	101-101-860.04	25.50
Jan 13	Park & Rec. & Fair <sup>10 miles</sup>	101-101-860.04	5.10
Jan 25	Board meeting <sup>50 mile</sup>	101-101-860.04	25.50
Feb 1	Park & Rec <sup>10 miles</sup>	101-101-860.04	5.10
		101-101-860.04	
		101-101-860.04	
		101-101-860.04	
		101-101-860.04	
		101-101-860.04	
		101-101-860.04	
		101-101-860.04	
		101-101-860.04	
		101-101-860.04	
<b>Conference Expenses</b>			
		101-101-859.00	
		101-101-859.00	
		101-101-859.00	
		101-101-859.00	
		101-101-859.00	
		101-101-859.00	
		101-101-859.00	
		101-101-859.00	
		101-101-859.00	
<b>Total Mileage, Meals, Lodging &amp; Conference Expenses to be reimbursed</b>			<b>86.70</b>

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

  
\_\_\_\_\_  
Signed

Feb 1 2011  
\_\_\_\_\_  
Date

# MENOMINEE COUNTY BOARD OF COMMISSIONERS DISCUSSION ITEM

<b>SUBJECT:</b>	Miscellaneous Boards/committees/commission reports
<b>DEPARTMENT:</b>	Administration
<b>ATTACHMENTS:</b>	Yes
<b>SUMMARY:</b>	Miscellaneous board/committee/commission reports
<b>RECOMMENDED MOTION</b>	

Submitted by:     **Brian Bousley**    

    **02/03/2011**      
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):

12460 - Permit to construct a utility structure (1 story, 1728 sq.ft.)

LOCATION

Property No. 001-128-006-00  
Legal Desc. CV-28 5/5 202  
Address G-12

OWNER

⌘Ronald Miller  
⌘12690 overseas Hwy  
⌘Marathon FL 33050

---

12461 - Permit to repair a one/two family dwelling (1 story, 1476 sq.ft.)

LOCATION

Property No. 010-001-016-00  
Legal Desc. MO-1 2/7 202D  
Address N2479 M-3 Dr

OWNER

⌘Terry Poquette  
⌘N2479 m-3 Dr  
⌘Menominee MI 49858

---

12462 - Permit to repair a one/two family dwelling (1 story, sq.ft.)

LOCATION

Property No. 007-016-006-20  
Legal Desc. IN-16 4/5  
Address N6330 M-35

OWNER

⌘MARGRETT Decker  
⌘4501 lindell Blvd. Apt. 15D  
⌘St. Louis MO 63108

MENOMINEE COUNTY PARKS BOARD

Meeting Minutes

December 8, 2010

Approved 1/13/2011

The meeting was called to order at 3:00 pm by Chair Bob Desjarlais at the Stephenson Annex on December 8, 2010.

Reporting for roll call were: Ruby Ivens, Gail Jerzyk, Bob Desjarlais, County Administrator Brain Bousley, and County Commissioners Charlie Meintz & James Furlong. Quorum present to conduct meeting.

Approval of agenda: Motion by Ivens support by Jerzyk. Carried.

Minutes: Motion by Furlong, with a second by Meintz to approve November minutes as presented. Motion carried.

Public Comment: none – Salo's reserved the right to speak on 2011 rates (item e.)

BUSINESS:

- a. Shakey Lakes bathhouse and sanitation station project: (1) DGR Engineering presented current blueprints and items were discussed as the plans were reviewed. Radiant heat in bath shower floors was discussed. (2) Permit process – the County Administrator will file for the Campground Construction Permit with the state. The process of how to request bids for construction was also talked about with several possible avenues. (See f.)
- b. Boat Wash – several questions about placement and what would be needed to create a boat wash station were discussed. DGR will look into what it would take to set up a boat wash near the boat landing.

- c. Reviewed Standard Budget Reports – NOV 2010 revenues/expenditures were reviewed.
- d. Five-year recreation plan: The revisions will be done to the 5-year plan with CUPPAD, then there will be a 30-day review for public input; then it will go to the County Board of Commissioners for final approval. Must be finalized before April 1, 2011. *If necessary, the Parks Board may change their January meeting date to accommodate final review of the Parks 5-yr Rec Plan. This would eliminate calling a special meeting.*
- e. 2011 Camping Season: Rates were discussed and figured with a 20% INCREASE – see rate sheet as worked on...for new rates. The increases in costs of electricity and maintenance necessitate the increases. Motion was made by Furlong with support from Jerzyk to implement the new rates for the coming 2011 season.
- f. Other business: How to work the bid process was brought up again. General contractor; engineering firms with qualified bids. Important that bids reflect “BUILD TO SPEC” to eliminate re-design and change work orders that create additional costs.

No correspondence presented. No additional business. No public comment.

Furlong motioned to adjourn with a second by Meintz.

The meeting was adjourned at 5:08 pm.

Respectfully submitted,

Brian Bousley

Menominee County Parks Board

# MENOMINEE COUNTY PARKS BOARD

## Meeting Minutes

November 10, 2010

The meeting was called to order at 3:10 pm by Chair Bob Desjarlais at the Stephenson Annex on November 10, 2010.

Reporting for roll call were: Ruby Ivens, Bob Desjarlais, County Commissioners Charlie Meintz & James Furlong. Quorum present to conduct meeting.

Approval of agenda: Motion by Meintz; support by Furlong. Carried.

The minutes were read. Motion by Furlong, with a second by Ivens to approve as presented. Motion carried.

Public Comment: none – Charlene Peterson only person in attendance

Pictures taken at Shakey Lakes Park were passed around showing some high wind damages. These can be placed on file with these minutes.

### BUSINESS:

- a. \$9861 grant for the Shakey Lakes well and wellhouse was received. It was signed and accepted on November 9, 2010.

Shakey Lakes Campground Construction Permit: Plans due by mid-November. DRG Engineering should be invited to next (Dec) meeting to discuss plans. Permit process – Who is going to file for the permit(s) – DGR? Or the County? It was suggested that perhaps DGR would know the process and do this as part of their responsibilities as they could more easily answer any design questions.

- b. Reviewed Standard Budget Reports – Sep 2010 revenues/expenditures then Oct 2010 revenues/expenditures.

- c. Five-year recreation plan:

1. INTRODUCTION - New introduction material (see attachment #2 for replacement language to be inserted in the latter part of the introduction;

3.0 RECREATION ADMINISTRATION - under section 3.2 Expenditures - replaced with Table 3-1 (see attachment #3).

4.3 County-wide Recreational Facilities – MDNR should now be MDNRE...*[however, that may change again with new governor]*.

For additional comments, review the attached worksheets. To all persons who helped with the reviews of the Parks throughout the county – thank you for your widely varying knowledge of changes and helping with the updates.

d. 2011 Camping Season:

Vote in December 2010 on Rates and Rules for the Parks system.

Check on KW usage at SL Parks – breakdown by meter. Possible power site rate increase due to Alger Delta’s rate increases. Also changing up from 30-amp to 50-amp power units.

No correspondence presented.

Furlong motioned to adjourn with a second by Ivens.

The meeting was adjourned at 4:42 pm.

Respectfully submitted,

Bob Desjarlais, Secretary Pro Tem

Menominee County Parks Board

# MENOMINEE COUNTY PARKS BOARD

## Meeting Minutes

October 13, 2010

The meeting was called to order at 3 pm by Chair Bob Desjarlais at the Stephenson Annex on October 13, 2010.

Reporting for roll call were: Gale Jerzyk, Ruby Ivens, Voila Bleile, Bob Desjarlais, Cty Comms Charlie Meintz & James Furlong.

The minutes were read. Motion by Furlong, with a second by Bleile to approve as presented. Motion carried.

Motion by Furlong, seconded by Jerzyk to appoint Brian Bousley acting secretary.

Motion carried.

Additional minutes from June 9, July 12, August 11 and Sept 8 were also presented. Motion by Ivens with a second by Jerzyk. Motion carried.

### PUBLIC COMMENT:

Dick Peterson commented on Alger Delta's rate increases and the need to factor these costs into fees.

Christi Salo commented on 6 month leases with a change to April 15 (from May 1) to October 15 (Oct 30); and also on the possibility of some type of collection box at Kleinke Park as it seems some campers are not paying.

Rob Cooper questioned a lease situation for a campsite at Shakey Lakes Park.

### BUSINESS:

Discussions were held on the bathhouse; 2009/2010 budget; the 5-year recreation plan; grant updates; and park projects for 2010 and 2011.

Menominee County Parks and Recreation Committee  
September 8, 2010  
Minutes

Meeting held at Shake Lakes Park

**Members Present:** Bob Desjarlais, Ruby Ivens, Gail Jerzyk, County Administrator Brian Bousley, Al Thompson, Assistant Superintendent Building and Grounds and Parks, Karen Kayser, Park Office Manager, Jim Quist and Mike Seig, Park Rangers.

**Members Not Present:** Commissioner Furlong, Commissioner Meintz and Vola Bleile. Ms. Bleile had contacted Mr. Bousley and was excused.

Motion to approve the agenda was made by Ivens with a second Jerzyk. Motion carried.

**Public Comment:** Mr. Peterson stated Alger/Delta Power Company may raise their rates for each meter by \$12 to \$25 per month.

Mrs. Sue Aubury stated a lot of campers at Kleinke Park leave their electric running when not there.

Mrs. Plutz state the light is out at Stoney Point.

Mrs. Salo stating the electric increases maybe to people leaving air conditioners and patio lights on at the parks.

**Business:**

- a. DGR Engineer conducted a kickoff presentation for the start of the Bathhouse project, giving a briefing on the proposed site. Went over the plans and options for the bathhouse and the fixture count to maintain 160 campsites. Committee agreed upon unisex privacy shower stalls, widening the mechanical room hall from 4 feet to 6 feet, options of a washer and dryer area, a covered apron around the bathhouse. Bousley will keep in touch with Mr. Routheir to receive updates on the plans.
- b. Karen Kayser discussed option for car passes for the next season, will have 48 sites for lease next year, some electrical issues on the VA sites, 20 amps will not accommodate the larger campers with slide outs. Karen also proposed doing a lottery system for taking reservations for non-leased sites. Jim Quist stated some sites at Kleinke Park are too small to accommodate campers and proposed to widen the sites by eliminating a few sites. Jim also stated Site # 5 is in need of fill. Ivens made motion to have fill brought in for Site # 5, seconded by Jerzyk. Motion passed.

- c. Budget is looking good may exceed projected revenues and expenses are being kept lower than projected.
- d. 2% Grants for September cycle, Bousley will apply for two grants for drilling wells at Shakey Lakes for the bathhouse project and one at River Park
- e. DNRE grant the review is complete and the overall score is not very promising, but the final decision is not complete
- f. Parks Committee Bylaws, Ivens made a motion to approve the bylaws as approved by Dan Hass in December 2009 and move them forward to the County Board for approval. The motion was seconded by Jerzyk. Motion passed.
- g. Lease sites, Karen suggested keeping leases May 1 to Oct 1, Nov 1 respectively at Kleinke Park and Shakey Lakes. The 2,3,4,5 and 6 month lease should start on the 1<sup>st</sup> of the month but the 1 month should be flexible, discussion ensued and will be decided for next season. A letter was read authored by Mrs. Aubury wanting explanation for the lease extension at the prorated rate from the August meeting. Mrs. Aubury stated she had received additional information and was in understanding. Mrs. Salo had asked if they could for the next year have a lease to begin April 15<sup>th</sup> and end on October 15<sup>th</sup>, due to the water shut off possibility. Karen stated within the lease contract it states limited services before Memorial Day and after Labor Day. After the present camping season the issues will be discussed.
- h. Shakey Lakes Campground Inspection, Mike Seig stated items 2, 3 and 4 have been addressed and fixed. Item # 1 was being looked into and will be worked on with Al Thompson.
- i. Other issues: Karen brought up the storage of campers on the camping site; the campers would pay \$100. Desjarlais stated if staying within the park a camper should have a current state license plate on that camper. Jim state if there is going to be a rule stating a camper must have a current license plate the lease owners should be made aware of the rule. Desjarlais made a motion stating, starting May 1, 2011 all campers will have a current valid registered state license plate for the current year. Motion seconded by Ivens.

Desjarlais asked about the pumping of the septic and pit toilets, would like for next year's bidding to have yearly contract from April to November to have the pumping done three times between April and November on demand. Before going out for bids for next season have the bid proposal written and reviewed by the Parks Committee. Bousley stated will conduct a public meeting for input on the county's 5 year recreation plan next month at 2 pm prior to our October meeting.

Desjarlais brought up we could try to coordinate the bathhouse project paving with the paving of a few ADA campsites

**Public Comment:** Mrs. Plutz asked about the cutting of the weeds at Kleinke Park.

Mrs. Aubury stated more ventilation in the restrooms is needed at Kleinke Park.

Mrs. Salo stated if we want to raise the cost of the showers we should look into the cost for new mechanical units.

Mr. Peterson stated should try to get bids for the full work of the septic drain field and work on as soon as possible and hopefully start the work this fall.

Motion to adjourn at 4:45 pm was made by Ivens with a second from Desjarlais.

Menominee County Parks and Recreation Committee  
August 11, 2010  
Minutes

Meeting held at River Park

**Members Present:** Bob Desjarlais, Ruby Ivens, Gail Jerzyk, Commissioner James Furlong, Commissioner Charlie Meintz, Vola Bleile and County Administrator Brian Bousley

**Also present:** Al Thompson, Assistant Superintendent Building and Grounds and Parks, Karen Kayser, Park Office Manager, neighbors of River Park

Motion to approve the agenda was made by Commissioner Furlong with a second from Commissioner Meintz. Motion carried.

**Public Comment:** Mr. and Mrs. Salo would like to comment on agenda items f and h.  
Mrs. Plutz would also like to comment on agenda item h.  
Mr. and Mrs. Boye would also like to comment on agenda item h.

**Business:**

- a. Karen Kayser presented the latest deposits for the parks. Report all is going well out at the parks and still have Labor Day Weekend to come.
- b. Annual Pass and rates, discussion on raising the rates or making more options for the passes available such as a weekend pass and having the passes at different rates for Menominee County residents and out of county visitors and campers. It was decided after the close of the camping season the committee would revisit the issues.
- c. Review of the 2009/2010 Budget, discussion was held stating revenues are holding and expenditures are down.
- d. Review of bids for Shakey Lakes Bathhouse, drain field and sanitation station engineered draws. It was the consensus of the committee to recommend DGR to the County Board to receive the bid award. Motion made by Ivens seconded by Commissioner Meintz.
- e. Update on the fishing platform for Shakey Lakes, Bousley stated a lot of work has to be done with filing of the application and it is being worked on to be completed. The application will have to specify platform for being installed for next camping season
- f. Lease Extension: Ms. Salo and Mr. and Mrs. Boye explained last season the water had been shut off prior to end of the lease and therefore felt they should have an option to extend their lease this year and wanted to know what the price would be for extending their lease. Discussion ensued and a motion was made by Commissioner Furlong stating, all people who had a 6 month lease in 2009 and took a 5 month lease in 2010 due to water being shut off before October 31, 2009, will be charged the prorated rate of \$7.50 per day until the end of October 2010. This policy applies for 2010 year only. Motion seconded by Commissioner Meintz. Motion passed

- g. Park Improvement Surveys have been handed out to the campers and have been trickling back. Surveys have also been given to committee members to hand out
- h. Discussion of park concerns: the idea of Camp Host at Kleinke Park had been met with mixed reactions, Bousley reported Wells Parks rotates their camp hosts every month and they are expected to perform so many hours of work within the park and they receive a waiver of fee for camping. Mr. and Mrs. Salo reported they felt the camp host would be helpful in enforcing the rules of the park, collecting fees and keeping a general eye on the park. Mrs. Plutz felt the park does well without a host and the people who have the lease sites do keep a watchful eye on the park. The committee decided to discuss the options of a camp host at later date. The rule of fireworks within the parks was discussed and Mr. and Mrs. Boye and Mr. and Mrs. Salo stated there have been some campers setting off fireworks in the park and it was being disruptive and dangerous due the fireworks being set off within the camping area. Bousley stated Wells Park follows the Michigan Law regarding fireworks and anything legal by the standards of the law is prohibited within the park. The committee will revisit the firework issue at a later time and will discuss a possible change to the firework policy and park rules. The jet-boats are becoming less frequent, during the off season it will be discussed the possibility of imposing time limits for the jet-boats be set. Mr. and Mrs. Boye had some complaints of lewd behavior of other campers during the weekends and felt the committee should be made aware of the lewd behaviors and speeding of people coming through the park.
- i. Site 50 at Shakey Lakes has been complaining of problems with the breaker and his pedestal, possible lightning strike or not being grounded properly. Commissioner Meintz agreed to meet with the Site 50 to address the problems. Bousley stated any changes to meeting times need to be posted in a local newspaper.

j.

**Public Comment:** Camper stated he wanted to say the rangers and the their assistants have been doing a great job this season

Mrs. Barrett added her praise to the campers comment.

Earl Jerzyk also praised the Thompson and the Buildings and Grounds and Parks Department for work being done at River Park.

Motion to adjourn at 5:20 pm was made by Commissioner Furlong with a second from Ivens.

Menominee County Parks and Recreation Committee  
July 14, 2010  
Minutes

Meeting held at Bailey Park Fishing Museum

**Members Present:** Bob Desjarlais, Ruby Ivens, Gail Jerzyk, Commissioner James Furlong, Commissioner Charlie Meintz, Vola Bleile and County Administrator Brian Bousley

**Also present:** Al Thompson, Assistant Superintendent Building and Grounds and Parks, Elaine Barrett, Chair of Bailey Park Fishing Museum

Motion to approve the agenda was made by Commissioner Furlong with a second from Commissioner Meintz. Motion carried.

**Public Comment:** Elaine Barrett thanked the Parks and Recreation Committee for meeting at the Bailey Park Fishing Museum and thanking the members for arriving early to take a tour.

**Business:**

- a. The presenters from the DNRE were unable to attend the meeting
- b. Shakey Lakes Bathhouse engineered plans are being requested
- c. Shakey Lakes Fishing Platform: Desjarlais has obtained an application for a permit to build the platforms from the DNRE. Commissioner Furlong made a motion to move forward with the plans and application for the fishing platform, seconded by Commissioner Meintz. Motion carried
- d. River Park Plans: Thompson and Mekash had done an excellent job of building a retaining wall. Fill has been added. Commissioner Furlong recommended topsoil and grass seed be added immediately. Mike Marineau is offering lumber to build a couple of benches for a discounted price to the county. Water supply at the River Park if put in could be pressurized and then 25 campsites could be sustained at the park. The next meeting will be a River Park at 3pm and the neighbors in the area will be invited.
- e. 5 year Recreation Plan Review timeline, should have a public input meeting no later than October, the sooner the better
- f. Park surveys will be distributed to campers and visitors to the parks. The surveys are for public input on future projects.
- g. Menominee County Tourism Brochure, plans to be discussed at a later date
- h. Jet-Boats, Commissioner Meintz suggested setting time limits for the jet-boats so as not to interfere with the fishing boats
- i. 2009/2010/ Parks Budget, 3 major weekends are left in the season.
- j. 2010/2011 Park Projects that the committee would like to see: Shakey Lakes Bathhouse, water supply and dump station, survey of Parks boundaries, Desjarlais suggested the cutting of trees at Longrie Park and using the timber for future park projects, paving of several campsites for handicap accessibility.

- k. No fireworks allowed in the parks at any time should be added to the park rules and enforced
- l. Camp Hosts at Kleinke Park: discussion with mixed views
- m. DNRE: land for sale has been offered to the county

**Correspondence:** Bousley received a letter from Judy Bright stating she is resigning from the Parks and Recreations Committee at this time. Commissioner Furlong made a motion to send a letter of thanks to Ms. Bright. The motion was seconded by Bleile. Motion carried.

**Public Comment:** Camper stated he wanted to say the rangers and the their assistants have been doing a great job this season

Mrs. Barrett added her praise to the campers comment.

Earl Jerzyk also praised the Thompson and the Buildings and Grounds and Parks Department for work being done at River Park.

Motion to adjourn at 5:20 pm was made by Commissioner Furlong with a second from Ivens.

Gail Jerzyk, Secretary  
Menominee County Parks Committee

Menominee County Parks and Recreation Committee  
June 9, 2010  
Minutes

**Members Present:** Bob Desjarlais, Ruby Ivens, Gail Jerzyk, Commissioner James Furlong, Commissioner Charlie Meintz and County Administrator Brian Bousley

**Also present:** Al Thompson, Assistant Superintendent Building and Grounds and Parks, Karen Kayser, Parks Office Manager, Elaine Barrett, Chair of Bailey park Fishing Museum and Michelle Dewitt, CUPPAD

**Members Absent:** Vola Bleile and Judy Bright

Motion to approve the agenda was made by Commissioner Furlong with a second from Ivens. Motion carried.

Motion to approve the May 12, 2010 minutes made by Commissioner Furlong with second from Ivens. Motion Carried

**Public Comment:** Elaine Barrett gave an update on Bailey Park and the Fishing Museum. Memorial weekend the fishing museum will be having their annual plant sale to raise money for future projects. The latest project will be to build a welcome center/gift shop at the entrance to the fishing museum.

**Business:**

- a. Michelle Dewitt, CUPPAD, reviewed the process for updating the Menominee County 5 Year Recreation Plan.
- b. Karen Kayser explained the present budget standings with the parks
- c. A motion was made by Commissioner Furlong to move forward with plans and bids for the dump station and bathhouse at Shakey Lakes. Motion was seconded by Commissioner Meintz. Motion carried.
- d. Ivens had suggested the need to promote tourism, businesses and recreation in Menominee County. Suggested the need to offer dates and place for the various county events. Ads from businesses such as golf courses, restaurants, campgrounds, etc could be sold. Desjarlais stated his daughter would be willing to create a brochure layout.
- e. Capital outlay plans for 2010/2011 FY Budget: Retaining Wall at River Park with steps, Boundaries of all Menominee County Parks, a floating dock for fishing behind the office at Shakey Lakes ( Thompson will draw up plans and get a quote for materials)
- f. Menominee River Century Bicycle Ride will be June 27, 2010 and have requested the using River Park as a rest stop
- g. The new Menominee County Parks Rules will be published in a local newspaper
- h. Park Rangers have reported complaints about the jet-boat noise at Shakey Lakes. Bousley

will contact Dickinson County about procedures they have utilized within their county to limit or ban the use of jet-boats. The pit toilets at Kleinke Park have been repaired, a new roof and windows have been installed, outside painting is done but inside painting is not complete. Shower prices at Kleinke should be changed to reflect the .50 cents as at Shakey Lakes.

**Public Comment:** Elaine Barrett invited the committee to meet at the Bailey Park Fishing Museum for the July 14, 2010 meeting. Barrett would like to provide a tour to show the hard work of the volunteers.

Motion to adjourn at 2:55 pm was made by Commissioner Meintz with a second from Ivens.

Gail Jerzyk, Secretary  
Menominee County Parks Committee

Amendments made by Brian R. Bousley

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

**BOARD MEMBERS**

**MARY BRADLEY  
MICHAEL KAUFMAN  
PEGGY BASTIEN**

**DIRECTOR**

**RUSSELL K. SEXTON**

**Date:** December 28, 2010

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

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

Others Present: Bernie Lang, Menominee County Board of Commissioners

**APPROVAL OF AGENDA:**

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

**APPROVAL OF November 30, 2010 MINUTES:**

Minutes of the November 30, 2010 Board Meeting were reviewed. A motion to accept the minutes was made by Peggy Bastien and seconded by Mary Bradley. Motion passed without opposition.

**FINANCIAL REPORT:**

The financial report for November 2010 was reviewed. There were \$150.00 in expenditures for DHS Board meeting attendance; leaving a balance of \$8,084.00. There were no expenditures from the Child Care fund, leaving a balance of \$3,500.00.

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

**DIRECTOR'S REPORT:**

**Staffing Information:** There was a continued discussion regarding the ramifications of the Early Retirement bill passed by the Legislature. We have lost the Office Manager and the CPS Supervisor, as well as two of the assistance payments staff in Menominee County.

Mr. Sexton discussed the difficulties that are present with the hiring process and the projected time frame for replacing staff.

Delta County is currently two AP staff short and the rest of the staff is still fairly new, so there will be issues with covering the Menominee County vacancies with Delta County staff. Mr. Sexton continues to look into the resources in Dickinson County to ascertain if there is any capacity to assist during this current situation.

**MCSSA Information:** Various MCSSA documents were distributed. The next District One meeting will be in Escanaba on January 26, 2011 at the Pioneer Inn.

**Statewide Director's Meeting Information:** No update.

**Collaborative Issues:** No update.

**Business Plan Update:** No specific update at this time. Mr. Sexton continues to relate that both the services and assistance payments units are performing very well at this time despite the inadequate resources provided.

**Miscellaneous:** Nothing new.

**Board Member Input/Suggestions:** The Board Members provided a variety of input, which was greatly appreciated by the director.

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

**UNIT REPORTS:** No unit report was provided.

### **BOARD BUSINESS:**

**Approval of Vouchers:** Vouchers were reviewed and approved. Motion made by Mary Bradley and supported by Peggy Bastien. Motion passed without opposition.

**NEW BUSINESS:** There was no new business presented.

**PUBLIC COMMENT:** None.

**NEXT MEETING:** January 25, 2010 at 9:00 a.m. in the Menominee County DHS Office Board Room.

**ADJOURNMENT:** Motion to adjourn made by Mary Bradley and supported by Peggy Bastien. Motion passed without opposition. Meeting adjourned at 9:35 a.m.



**Russell K. Sexton**  
**Board Secretary**



**Michael Kaufman**  
**Chairperson**

Pc: DHS Board Members  
DHS Northern Area Office  
Menominee County BOC  
Menominee DHS Office File  
Bernie Lang, Menominee County BOC Liaison