

"Menominee County – Where the best of Michigan Begins"

MENOMINEE COUNTY BOARD OF COMMISSIONERS

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

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

Menominee County Board of Commissioners

Tuesday, April 14, 2020 – 5:00 PM

*Menominee County Courthouse, Courtroom B
839 10th Ave., Menominee, MI 49858
906-863-9648*

This meeting will be open to the public; however, due to COVID-19 concerns the public is strongly encouraged to attend this meeting remotely. Individuals attending the meeting remotely will have the ability to provide public comment in compliance with the Open Meetings Act.

BY COMPUTER:

Meeting Link:

<https://menomineecountygovernment.my.webex.com/menomineecountygovernment.my/j.php?MTID=md56834235dda7803de808f16fca8cc98>

Meeting Number: 292 026 016

Password: mMCnPPBP956

BY PHONE:

Phone Number: 1-408-418-9388

Access Code: 292 026 016

Password: 66267727

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

AGENDA

- A. Call to Order
- B. Pledge of Allegiance

C. Roll Call (Piche, Cech, Gromala, Lang, Phelps, Schei, Prestin, Hafeman, & Johnson)

D. Approval of the Agenda

E. Approval of the Previous Minutes: CB-March 24, 2020

F. Public Comment (*Statements, Not Debate, Limited to 5 Minutes on Agenda Items Only*)

G. Presentations (*Limited to 20 Minutes*):

H. Department Head/Elected Official Reports (*Limited to 10 Minutes*):

➤ Department Head and/or Elected Official

➤ County Administrator

I. Action Items

1. Moved by _____ supported by _____ to approve the County Veteran Service Fund Grant for FY19/20 in the amount of \$62,084.00.

2. Moved by _____ supported by _____ to approve a two-year extension contract with MGT Consulting Group to provide preparation of the countywide central service cost allocation plans for a fee not to exceed \$7,200 annually.

3. Moved by _____ supported by _____ to approve Resolution 2020-14 – Resolution to Adopt Monthly 911 Surcharge within Menominee County.

4. Moved by _____ supported by _____ to approve Resolution 2020-15 ~ Resolution to Declare a Local State of Emergency in Response to the CoVID-19 Outbreak.

5. Moved by _____ supported by _____ to approve Commissioner Per Diems and Expenses as paid.

6. Moved by _____ supported by _____ to approve miscellaneous bills paid on March 11, 16, 17, 18, 2020 in the combined amount of \$133,776.82

7. Moved by _____ supported by _____ to approve miscellaneous Board/Committee/Commission Reports be placed on file in the Office of the County Clerk.

J. New Business

1. Personnel Items

a. COVID-19

- Continuation of Pay/Furloughs
- Hazard Pay
- Continuation of Limited Services/Access & Remote Work
- Jail Capacity Plan
- April 28 County Board Meeting venue

2. Buildings & Grounds/Park Items

a. COVID-19

- Delay Opening of Campgrounds until May 15, 2020 (currently 5/1/20)
- Reschedule "Reservation Day" to May 11, 2020 (currently 4/27/20)

3. Miscellaneous Items

- a. Bagley Tower Project – Open Sealed Bids
- b. Appointment of one Planning Commission Member

4. Finance Items

- a. 2019/20 Budget Amendments – Group #2 (4-29)
- b. Commissioner Per Diems and Expenses
- c. Miscellaneous bills paid on March 20 & 31, and April 6 & 7 in the combined amount of \$114,712.48

K. Miscellaneous Boards/Committee/Commission Reports

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

M. Commissioner Comment

N. Adjourn

March 24, 2020

UNAPPROVED

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

Chairman Piche called the meeting to order at 5:01 P.M. followed by the Pledge of Allegiance.

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

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

Absent: None.

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

Moved by Com. Cech, seconded by Com. Johnson Jr. to approve the minutes from the March 10, 2020 Regular County Board Meeting and the March 17, 2020 Special County Board Meeting. Motion was approved by roll call vote 9-0.

Public Comment: None.

Presentations: None.

Department Head/Elected Officials Reports:

- Marc Kleiman, County Clerk/Register of Deeds – Gave an update on the May 5, 2020 Special Election and the filing deadline for County Commissioners.
- Jeffrey Rogg, Prosecuting Attorney – Commended Administrator Carviou for his great work and apologized for his heated discussion with Administrator Carviou at the last meeting.
- Jason Carviou, County Administrator – Gave Administrator's Report with updates and announcements.

Action Items:

Moved by Com. Cech, seconded by Com. Hafeman to approve the Parks "Early Camper Promotion" for May 1 – May 17, 2020. Motion was approved by roll call vote 9-0.

Moved by Com. Hafeman, seconded by Com. Lang to approve Resolution 2020-12 ~ Retirement of Magistrate, Linda Menacher. Motion was approved by roll call vote 9-0. (Attachment A)

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

Moved by Com. Johnson Jr., seconded by Com. Cech to approve miscellaneous bills as paid on February 25, March 3 & 4, 2020 in the combined amount of \$220,136.61. Motion was approved by roll call vote 9-0.

Moved by Com. Hafeman, seconded by Com. Johnson Jr. to approve miscellaneous boards/committees/commission reports on file in the office of the County Clerk. Motion was approved by roll call vote 9-0.

New Business (discussion only)

Personnel Items:

- a. None.

Building and Grounds/Parks Items:

- a. None.

Miscellaneous Items:

- a. COVID-19 Update. – Administrator Carviou updated the board on many aspects of the COVID-19 Pandemic.

- (1) Resolution 2020-13 ~ Resolution to declare a local state of emergency in response to the COVID-19 outbreak. – Administrator Carviou explained the Resolution.

Moved by Com. Gromala, seconded by Com. Hafeman to make the approval of Resolution 2020-13 ~ Resolution to declare a local state of emergency in response to the COVID-19 outbreak an Action Item at this meeting. Motion was approved by roll call vote 9-0.

Moved by Com. Gromala, seconded by Com. Cech to approve Resolution 2020-13 ~ Resolution to declare a local state of emergency in response to the COVID-19 outbreak. Motion was approved by roll call vote 9-0. (Attachment B)

- (2) Menominee County Emergency Operating & Personnel Policy – Administrator Carviou explained the Emergency Policy & Procedures. Some corrections to dates will be made to the first version.

Moved by Com. Hafeman, seconded by Com. Gromala to make the approval of the Menominee County Emergency Operating & Personnel Policy an Action Item at this meeting. Motion was approved by roll call vote 9-0.

Moved by Com. Hafeman, seconded by Com. Cech to approve the Menominee County Emergency Operating & Personnel Policy and allow Administrator Carviou to make amendments, adjustments and corrections as needed. Motion was approved by roll call vote 9-0. (Attachment C)

- (3) Section 4 (e)(3), Drug Test/Physical of the Menominee County Personnel Manual – Administrator Carviou explained the need to suspend Section 4 (e)(3) of the Menominee County Personnel Manual during this Local State of Emergency.

Moved by Com. Hafeman, seconded by Com. Gromala to make the approval of suspending Section 4 (e)(3), Drug Test/Physical of the Menominee County Personnel Manual during this Local State of Emergency an Action Item at this meeting. Motion was approved by roll call vote 9-0.

Moved by Com. Gromala, seconded by Com. Hafeman to approve suspending Section 4 (e)(3), Drug Test/Physical of the Menominee County Personnel Manual during this Local State of Emergency only until the time that those tests can be administered. Motion was approved by roll call vote 9-0.

- (4) Canceling all nonessential meetings – Administrator Carviou explained the need to cancel all nonessential meetings. The consensus of the board is to allow Administrator Carviou to cancel those meetings.
- (5) April 14, 2020 County Board Meeting – Administrator Carviou explained the need to move the April 14th County Board Meeting from the Annex in Stephenson to the Menominee County Courthouse in case we need to have multiple commissioners appear by phone.

Moved by Com. Cech, seconded by Com. Johnson Jr. to make the approval of moving the April 14, 2020 County Board Meeting from the Annex in Stephenson to the Menominee County Courthouse an Action Item at this meeting. Motion was approved by roll call vote 9-0.

Moved by Com. Cech, seconded by Com. Johnson Jr. to approve moving the April 14, 2020 County Board Meeting from the Annex in Stephenson to the Menominee County Courthouse. Motion was approved by roll call vote 9-0.

Finance Items:

- a. MERS Additional Payments. – Administrator Carviou discussed the \$10,000/month over 50 months that the County approved sending to MERS as additional payments. It was discussed that depending on the market conditions the County may want to put money in faster. He feels the market conditions are at the point where the County should consider putting in some lump sums. He asked to up the payments as follows: One-time lump sum payment of \$50,000 to the road patrol surplus division. Also allocate another

\$120,000 to be made as additional monthly payments of \$20,000/month over the next six months to the road patrol surplus division. One-time lump sum payment of \$25,000 to the general surplus division. Also increase the current additional payments of \$10,000/month to \$30,000/month.

Moved by Com. Phelps, seconded by Com. Hafeman to make the approval of allowing Administrator Carviou to make additional payments to MERS as discussed over the next 6 months. Motion was approved by roll call vote 9-0.

Moved by Com. Johnson Jr., seconded by Com. Hafeman to approve allowing Administrator Carviou to make additional payments to MERS as discussed over the next 6 months. Motion was approved by roll call vote 9-0.

- b. Commissioner Per Diems and Expenses. – The consensus of the board is to move this item forward to the next meeting for approval.
- c. Miscellaneous bills as paid on March 11, 16, 17, & 18, 2020 in the combined amount of \$133,776.82. The consensus of the board is to move this item forward to the next meeting for approval.

Misc. Boards/Committees/Commissions Reports:

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

Chairman Piche called for public comment

Public Comment:

- Marc Kleiman – Commented on the work that Administrator Carviou is doing and the fact that previous boards felt we didn't need a full-time Administrator. The County would be lost without Administrator Carviou right now.

Commissioner Comment

- Com. Hafeman – Commented to thank Administrator Carviou for all the work he is doing.
- Com. Gromala – Commented to thank Administrator Carviou for all the work he is doing and commented on the Department Head and Elected Officials meeting yesterday.
- Com. Cech – Commented on the great work that Administrator Carviou is doing.
- Com. Phelps – Commented on the COVID-19 virus and the National Response.
- Com. Lang – Commented on the good and efficient work that Administrator Carviou is doing.
- Com. Piche – Commented on the good work Administrator Carviou and his officer are doing.

Moved by Com. Hafeman, seconded by Com. Phelps to adjourn at 6:41 p.m.
Motion was approved by roll call vote 9-0.

Gerald Piche, Chairman

Marc Kleiman, County Clerk

DRAFT

MENOMINEE COUNTY BOARD OF COMMISSIONERS AGENDA ITEM

SUBJECT:	Veteran Service Fund Grant for FY 2019/20 in the amount of \$62,084
DEPARTMENT:	Administration
ATTACHMENTS:	Yes
SUMMARY:	
<p>The County Administrator has submitted another grant to the state for the Veteran's Service Fund Grant. This year's grant amount was approved at \$62,084. A breakdown of what the grant will be used for is enclosed.</p>	
RECOMMENDED MOTION	
<p>To approve the County Veteran Service Fund Grant for FY19/20 in the amount of \$62,084.00</p>	

Submitted by: Jason Carviou

04/09/2020
Date

WORKSHOP ACTION

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

COUNTY BOARD ACTION

DATE:

	Approved
	Disapproved
	Approved with the following change(s):



STATE OF MICHIGAN
DEPARTMENT OF MILITARY & VETERANS AFFAIRS
LANSING

GRETCHEN WHITMER
GOVERNOR

BG PAUL D. ROGERS
THE ADJUTANT GENERAL AND DIRECTOR

March 20, 2020

RE: County Veteran Service Fund Grant #200000001871

Dear Mr. Piche:

The Michigan Veterans Affairs Agency has accepted the Menominee County application for the 2020 County Veteran Service Fund Grant (CVSF). Your grant project has been assigned the grant number listed above.

The grant award will be funded for up to \$62,084.00 of approved costs during the grant period, effective the date the CVSF Grant Agreement is signed by both Menominee County and the State of Michigan. The County will receive a direct payment of \$50,000, and the remaining \$12,084.00 will be paid on a reimbursement basis. The award will be carried out under the direction of Michael Dellisse as stated in the grant application.

All grant activities will be supervised by the Michigan Veterans Affairs Agency. For all communications related to the grant, please email Marie Douville at douvillem@michigan.gov, copy MVAAGrants@michigan.gov and please include your Grant Number in all email communications.

As a grantee, you must be registered to do business with the State of Michigan. Registration is available at the following website: www.michigan.gov/SIGMAVSS. Failure to register will delay payment.

To accept the grant award, please review and sign the County Veteran Service Fund Grant Agreement and return, in its entirety, by email to MVAAGrants@michigan.gov (cc: douvillem@michigan.gov), no later than 60 days from the date of this letter. Failure to return the signed Grant Agreement may delay payment.

Sincerely,

Karen Rowlander
Grant and Contract Specialist
Michigan Veterans Affairs Agency
222 Washington Square North, Lansing, MI 48933
(517) 284-5253
rowladerk@michigan.gov

Cc: Financial Officer
Authorized Official

I. PROJECT SCOPE

This Agreement and its appendices constitute the entire Agreement between the Grantor and the Grantee and may be modified only by written agreement between the Grantor and the Grantee.

- (A) The scope of this project is to create a county department of veterans' affairs in certain counties, and to prescribe its powers and duties; and to transfer the powers and duties of the soldier's relief commission in such counties (MCL 35.621 to 35.624)
- (B) Grants are provided to counties for county veteran service operations. "Veteran service operations" means assistance and programming of any kind to meet the needs of the veterans in this state. Veteran service operations include, but are not limited to, providing assistance, programming, and services for the purpose of assisting veterans in this state and providing advice, advocacy, and assistance to veterans, servicemembers, dependents, or survivors by an accredited veteran service officer to obtain United States Department of Veterans Affairs health, financial, or memorial benefits for which they are eligible.
- (C) The scope of this project is limited to the activities specified in Appendix A and such activities as are authorized by the State under this Agreement. Any change in project scope requires prior written approval in accordance with Section III, Changes, in this Agreement. Failure to obtain written prior approval from the State may result in expenses not being approved or reimbursed.
- (D) By acceptance of this Agreement, the Grantee commits to complete the project identified in Appendix A within the time period allowed for in this Agreement and in accordance with the terms and conditions of this Agreement.

II. AGREEMENT PERIOD

Upon signature by the Grantor, the Agreement shall be effective from the Start Date until the End Date on page 1. The Grantor shall have no responsibility to provide funding to the Grantee for project work performed except between the Start Date and the End Date specified on page 1. Expenditures made by the Grantee prior to the Grant Period Start Date or after the End Date of this Agreement are not eligible for payment under this Agreement.

III. CHANGES

Any changes to this Agreement other than budget line item revisions less than 10% percent of the budget line item shall be requested by the Grantee or the Grantor in writing and implemented only upon approval in writing by the Grantor. The Grantee must submit change requests in advance using the form provided by the Grantor. The Grantor reserves the right to deny requests for changes to the Agreement or to the appendices. No changes can be implemented without written approval by the Grantor. All change requests must be received by the Grantor no later than June 30, 2020.

IV. GRANTEE DELIVERABLES AND REPORTING REQUIREMENTS

The Grantee shall submit deliverables and follow reporting requirements specified in Appendix A of this Agreement.

- (A) The Grantee must complete and submit quarterly financial and progress reports according to a form and format prescribed by the Grantor and must include supporting documentation of eligible project expenses. These reports shall be due according to the following:

Reporting Period	Due Date
October 1 – December 31	January 10, 2020
January 1 – March 31	April 10, 2020
April 1 – June 30	July 10, 2020
July 1 – September 30	October 10, 2020

Late report submissions may result in delayed payments and termination of the agreement.

The forms provided by the Grantor shall be submitted to the Grantor’s contact at the address on page 1. All required supporting documentation (invoices, proof of payment, cancelled checks, general ledgers) for expenses must be included with the report. All expenses outside of payroll are to be paid no later than September 30, 2020.

(B) If requested, the Grantee shall provide a final project report in a format prescribed by the Grantor. The Grantee shall submit the final status report, including all supporting documentation for expenses, along with the final project report and any other outstanding products within 30 days from date of the request.

(C) The Grantee must provide copies of all products and deliverables in accordance with Appendix A.

(D) All products shall acknowledge that the project was supported in whole or in part by Michigan Veterans Affairs Agency, MVAA, per the guidelines provided by the program. Use of the Michigan Veterans Affairs Agency (MVAA) logo on your communications or marketing materials of any type requires prior written approval from MVAA. The request is valid for one-time use without significant changes. If any changes are made to the approved request, a new request will need to be submitted. All final designs that include the MVAA logo must be sent to MVAA for review/approval prior to distribution.

To request approval and to obtain official MVAA logo files, contact Andy Henion at heniona@michigan.gov. In your request, please explain the following:

- Which material(s) you will be including the MVAA logo on.
- What is the purpose of/what are your materials communicating?
- How do you plan on utilizing the MVAA logo?
- When and how long will these materials be in distribution?

V. GRANTEE RESPONSIBILITIES

(A) The Grantee agrees to abide by all applicable local, state, and federal laws, rules, ordinances, and regulations in the performance of this grant.

(B) All local, state, and federal permits, if required, are the responsibility of the Grantee. Award of this grant is not a guarantee of permit approval by the State.

(C) The Grantee shall be solely responsible to pay all applicable taxes and fees, if any, that arise from the Grantee’s receipt or execution of this grant.

(D) The Grantee needs to have internal controls in place in order to provide reasonable assurance that administrative objectives will be met. Grantees are expected to maintain separate accounts and records for each source of funds (e.g., Federal, State, other) used to support the project, and to maintain separate records for matching funds and program income funds if applicable.

(E) The Grantee agrees to fulfill all matters within the grant guidance as requested and enforced. This may include, but is not limited to, mandatory training(s) for Project Directors and Financial Officers or designees, to learn correct reporting format.

(F) The Grantee acknowledges that it is a crime to knowingly and willingly file false information with the State for the purpose of obtaining this Agreement or any payment under the Agreement, and that any such filing may subject the Grantee, its agents, and/or employees to criminal and civil prosecution and/or termination of the grant.

VI. USE OF MATERIAL

Unless otherwise specified in this Agreement, the Grantee may release information or material developed under this Agreement, provided it is acknowledged that the State funded all or a portion of its development.

The State, and federal awarding agency, if applicable, retains a royalty-free, nonexclusive and irrevocable right to reproduce, publish, and use in whole or in part, and authorize others to do so, any copyrightable material or research data submitted under this grant whether or not the material is copyrighted by the Grantee or another person. The Grantee will only submit materials that the State can use in accordance with this paragraph.

VII. ASSIGNABILITY

The Grantee shall not assign this Agreement or assign or delegate any of its duties or obligations under this Agreement to any other party without the prior written consent of the Grantor. The Grantor does not assume responsibility regarding the contractual relationships between the Grantee and any subcontractor.

VIII. SUBCONTRACTS

The Grantor reserves the right to deny the use of any consultant, contractor, associate, or other personnel to perform any portion of the project. The Grantee is solely responsible for all contractual activities performed under this Agreement. Further, the Grantor will consider the Grantee to be the sole point of contact with regard to contractual matters, including payment of any and all charges resulting from the anticipated Grant. All subcontractors used by the Grantee in performing the project shall be subject to the provisions of this Agreement and shall be qualified to perform the duties required. Subcontractors shall report activities and services to the County in a form and manner prescribed by the County. The County shall provide signed copies of all subcontracts to the Grantor within 14 days of execution.

IX. NON-DISCRIMINATION

Under the Elliott-Larsen Civil Rights Act, 1976 PA 453, MCL 37.2101, *et seq.*, the Persons with Disabilities Civil Rights Act, 1976 PA 220, MCL 37.1101, *et seq.*, and Executive Directive 2019-09. Contractor and its subcontractors agree not to discriminate against an employee or applicant for employment with respect to hire, tenure, terms, conditions, or privileges of employment, or a matter directly or indirectly related to employment, because of race, color, religion, national origin, age, sex (as defined in Executive Directive 2019-09), height, weight, marital status, partisan considerations, any mental or physical disability, or genetic information that is unrelated to the person's ability to perform the duties of a particular job or position. Breach of this covenant is a material breach of this Contract.

X. UNFAIR LABOR PRACTICES

The Grantee shall comply with the Employers Engaging in Unfair Labor Practices Act, 1980 PA 278, as amended, MCL 423.321 *et seq.*

XI. LIABILITY

(A) The Grantee, not the Grantor, is responsible for all liabilities as a result of claims, judgments, or costs arising out of activities to be carried out by the Grantee under this Agreement, if the liability is caused by the Grantee, or any employee or agent of the Grantee acting within the scope of their employment or agency.

(B) Nothing in this Agreement should be construed as a waiver of any governmental immunity by the Grantee, the Grantor, its agencies, or their employees as provided by statute or court decisions.

XII. CONFLICT OF INTEREST

No government employee, or member of the legislative, judicial, or executive branches, or member of the Grantee's Board of Directors, its employees, partner agencies, or their families shall benefit financially from any part of this Agreement.

XIII. ANTI-LOBBYING

If all or a portion of this Agreement is funded with federal funds, then in accordance with OMB Circular A-21, A-87, or A-122, as appropriate, the Grantee shall comply with the Anti-Lobbying Act, which prohibits the use of all project funds regardless of source, to engage in lobbying the state or federal government or in litigation against the Grantor. Further, the Grantee shall require that the language of this assurance be included in the award documents of all subawards at all tiers.

If all or a portion of this Agreement is funded with state funds, then the Grantee shall not use any of the grant funds awarded in this Agreement for the purpose of lobbying as defined in the State of Michigan's lobbying statute, MCL 4.415(2). "Lobbying" means communicating directly with an official of the executive branch of state government or an official in the legislative branch of state government for the purpose of influencing legislative or administrative action." The Grantee shall not use any of the grant funds awarded in this Agreement for the purpose of litigation against the Grantor. Further, the Grantee shall require that language of this assurance be included in the award documents of all subawards at all tiers.

XIV. DEBARMENT AND SUSPENSION

By signing this Agreement, the Grantee certifies that it has checked the federal debarment/suspension list at www.SAM.gov to verify that its agents, and its subcontractors:

- (1) Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any federal department or the state.
- (2) Have not within a three-year period preceding this Agreement been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (federal, state, or local) transaction or contract under a public transaction, as defined in 45 CFR 1185; violation of federal or state antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property.

- (3) Are not presently indicted or otherwise criminally or civilly charged by a government entity (federal, state, or local) with commission of any of the offenses enumerated in subsection (2).
- (4) Have not within a three-year period preceding this Agreement had one or more public transactions (federal, state, or local) terminated for cause or default.
- (5) Will comply with all applicable requirements of all other state or federal laws, executive orders, regulations, and policies governing this program.

XV. AUDIT AND ACCESS TO RECORDS

The Grantor reserves the right to conduct a programmatic and financial audit of the project, and the Grantor may withhold payment until the audit is satisfactorily completed. The Grantee will be required to maintain all pertinent records and evidence pertaining to this Agreement, including grant and any required matching funds, in accordance with generally accepted accounting principles and other procedures specified by the Grantor. The Grantor or any of its duly authorized representatives must have access, upon reasonable notice, to such books, records, documents, and other evidence for the purpose of inspection, audit, and copying. The Grantee will provide proper facilities for such access and inspection. All records must be maintained for a minimum of [five] years after the final payment has been issued to the Grantee by the Grantor.

All grant recipients will be subject to grant monitoring of performance, including data collection. Standardized templates will be provided with the Grant Award letter. Budget, Progress and Activity Reports will be required quarterly. Grant and performance monitoring will be conducted by the Michigan Veterans Affairs Agency. If the Grantor determines, by audit or otherwise, that a county expended the grant funds received for purposes other than veteran service operations, the Grantor shall reduce the grant disbursement provided to the county in the succeeding fiscal year by an amount equal to the total of all amounts improperly expended. The Grantor reserves the right to require payment of misspent funds if funds are not appropriated, or the county does not apply for appropriated grant funding, in the subsequent year.

XVI. INSURANCE

(A) The Grantee must maintain insurance or self-insurance that will protect it from claims that may arise from the Grantee's actions under this Agreement.

(B) The Grantee must comply with applicable workers' compensation laws while engaging in activities authorized under this Agreement.

XVII. OTHER SOURCES OF FUNDING

The Grantee guarantees that any claims for reimbursement made to the Grantor under this Agreement must not be financed by any source other than the Grantor under the terms of this Agreement. If funding is received through any other source, the Grantee agrees to delete from Grantee's billings, or to refund to the Grantor, within 14 business days, the total amount representing such duplication of funding.

XVIII. COMPENSATION

(A) A breakdown of costs allowed under this Agreement is identified in Appendix A. The Grantor will pay the Grantee a total amount not to exceed the amount on page 1 of this Agreement, in accordance with Appendix A, and only for expenses incurred and paid. All other costs necessary to complete the project are the sole responsibility of the Grantee.

(B) Expenses incurred by the Grantee prior to the Start Date or after the End Date of this Agreement are not allowed under the Agreement, unless otherwise specified in Appendix A.

(C) The Grantor will approve payment requests after approval of reports and related documentation as required under this Agreement.

(D) The Grantor reserves the right to request additional information necessary to substantiate payment requests.

(E) Payments under this Agreement may be processed by Electronic Funds Transfer (EFT). The Grantee may register to receive payments by EFT at the Contract & Payment Express Web Site (<http://www.cpexpress.state.mi.us>).

XIX. CLOSEOUT

(A) A determination of project completion, which may include a site inspection and an audit, shall be made by the Grantor after the Grantee has met any match obligations, satisfactorily completed the activities, and provided products and deliverables described in Appendix A.

(B) Upon issuance of final payment from the State, the Grantee releases the Grantor of all claims against the Grantor arising under this Agreement. Unless otherwise provided in this Agreement or by State law, final payment under this Agreement shall not constitute a waiver of the Grantor claims against the Grantee.

(C) The Grantee shall refund to the Grantor any funds allowed by this Agreement that remain unspent by September 30, 2020 within 14 days of the Grantor demand.

XX. CANCELLATION

This Agreement may be canceled by the Grantor, upon 30 days written notice, due to Executive Order, budgetary reduction, other lack of funding, upon request by the Grantee, or upon mutual agreement by the Grantor and Grantee. The Grantor may honor requests for just and equitable compensation to the Grantee for all satisfactory and eligible work completed under this Agreement up until 30 days after written notice, upon which time all outstanding reports and documents are due to the Grantor and the Grantor will no longer be liable to pay the grantee for any further charges to the grant.

XXI. TERMINATION

(A) This Agreement may be terminated by the Grantor as follows.

(1) Upon 30 days written notice to the Grantee:

- a. If the Grantee fails to comply with the terms and conditions of the Agreement, or with the requirements of the authorizing legislation cited on page 1, or the rules promulgated thereunder, or other applicable law or rules.
- b. If the Grantee knowingly and willingly presents false information to the Grantor for the purpose of obtaining this Agreement or any payment under this Agreement.
- c. If the Grantor finds that the Grantee, or any of the Grantee's agents or representatives, offered or gave gratuities, favors, or gifts of monetary value to any official, employee, or agent of the Grantor in an attempt to secure a subcontract or favorable treatment in awarding, amending, or making any determinations related to the performance of this Agreement.
- d. If the Grantee or any subcontractor, manufacturer, or supplier of the Grantee appears in the register of persons engaging in unfair labor practices that is compiled by the Michigan Department of Licensing and Regulatory Affairs or its successor.

- e. During the 30-day written notice period, the Grantor shall withhold payment for any findings under subparagraphs a through d, above and the Grantee will immediately cease charging to the grant and stop earning match for the project (if applicable).
- (2) Immediately and without further liability to the Grantor if the Grantee, or any agent of the Grantee, or any agent of any subcontract is:
- a. Convicted of a criminal offense incident to the application for or performance of a State, public, or private contract or subcontract;
 - b. Convicted of a criminal offense, including but not limited to any of the following: embezzlement, theft, forgery, bribery, falsification or destruction of records, receiving stolen property, or attempting to influence a public employee to breach the ethical conduct standards for State of Michigan employees;
 - c. Convicted under State or federal antitrust statutes; or
 - d. Convicted of any other criminal offense that, in the sole discretion of the State, reflects on the Grantee's business integrity.
 - e. Added to the federal or state Suspension and Debarment list.

(B) If a grant is terminated, the Grantor reserves the right to require the Grantee to repay all or a portion of funds received under this Agreement.

(C) Termination for Non-Appropriation - The County acknowledges that continuation of the grant is subject to appropriation or availability of funds for the grant. If funds are not appropriated or otherwise made available, the *Grantor* must terminate the grant.

XXII. IRAN SANCTIONS ACT

By signing this Agreement, the Grantee is certifying that it is not an Iran linked business, and that its contractors are not Iran linked businesses, as defined in MCL 129.312.

PROGRAM-SPECIFIC BOILERPLATE

XXIII. DISCLOSURE OF INFORMATION

All reports and other printed or electronic material prepared by or for the Grantee under the Agreement will not be distributed without the prior written consent of the Grantor except for items disclosed in response to a Freedom of Information Act request, Court Order or subpoena.

PROJECT-SPECIFIC REQUIREMENTS – APPENDIX A

Standard Language

- Menominee County will receive an initial up-front payment of \$50,000 for the CVSF Grant. The remaining balance of 12,084.00 will be paid on a reimbursement basis.
- If there are funds remaining from the initial \$50,000 payment at the end of the Fiscal Year (September 30, 2020) the County will return those to the State upon demand.
- The County will provide verification of funds spent down from the original \$50,000 with the Quarterly Reports in the form of certified time sheets, copies of original itemized receipts, invoices, and evidence of proof of payment, or other appropriate documentation to support and verify expenditures.
- Progress Reports and Quarterly Financial Reports will be due according to the schedule listed on page 2.
- All reports will be submitted on the Reporting Templates provided by the MVAA – see attached.
- Failure to properly complete progress reports, financial reports, and claims reports may delay payments.
- Travel rates, lodging, meals, and mileage reimbursement will be paid up to the allowable State of Michigan travel rates (see attached). Expenses above the State of Michigan rates will be the sole responsibility of the County. *Be cautious of using travel sites such as Expedia: if the site cannot provide a detailed invoice for hotel, airfare, car, the expense will not be reimbursed.
- Expenses occurred prior to the Grant Award period not authorized by MVAA will not be reimbursed.
- FY2020 funds may not be used to support contracts, services or purchases beyond September 30, 2020.
- All purchases must be paid for no later than September 30, 2020, with the exception of payroll charged to the grant.
- Provide proof of PIV card by September 24, 2020.

As the Grantee, it is your responsibility to review the following reporting criteria and supply appropriate supporting documents as it applies to your grant.

Reporting Requirements

Transportation:

Air Travel:

Airline Tickets – Air travel is limited to commercial coach fare only. Additional costs incurred due to changing travel arrangements for the benefit of passenger preference is at the expense of the County. Air travel must be at the lowest available airfare.

Baggage Fee Reimbursement: Reimbursement of baggage fee for one piece of personal luggage is allowed; reimbursing overweight or additional bag fees is not.

Ground Transportation:

The cost of transportation from the traveler's home or official work station, whichever is closer, to and from a training, station or terminal is reimbursable. Travelers must use the most cost-effective option considering total costs including mileage, parking and tolls. Receipts are required for all cash fares claimed as reimbursable items such as taxis, shuttles, ferries, buses, and other public transportation.

Mileage reimbursement for privately-owned vehicles for business is based on actual miles traveled. Requests for fuel purchase will be denied (exception only for rental vehicles)

Training:

Receipt for training/conference
Agenda

Meals:

Reimbursement for actual costs of meals cannot exceed the applicable maximum published state rate including tax and gratuities

When the duration of travel includes a partial day, the following schedule determines eligibility for meal reimbursements

Reimbursable Meal	Travel begins before	And travel extends past
Breakfast	6:00 am	8:30 am
Lunch	11:30 am	2:00 pm
Dinner	5:30 pm	8:00 pm

Receipts must be itemized

Dated

Restaurant name imprinted on receipt (hand-written receipts are not acceptable)

Meals – Meetings:

Must follow state rates for pre-approved group meals

Must provide Agenda

Must provide sign in sheet for both attendance and meals

Wartime/Peacetime Era Relief:

Name of Veteran

Dates of Service

Character of Discharge

Cost of services being paid for through fund

Date of service provided

Members of Review Panel

Appeal Process if case is denied
Proof of Need

Dental/Medical/Psychological Care:

Patient Name and DOB
Date(s) of Service and service(s) provided
Grant funds should be used as funds of last resort

Advertising:

Copy of sub-contract(s) for advertising services
Receipts/Invoices/Proof of payment for services
Proof of advertisements ADA Compliance
Proof of payment

Vehicle/Trailer Purchase:

Copy of title/registration
Proof of payment

Veteran Treatment Court Fees:

Copy of the Order of Probation
Copy of Register of Actions showing payment history
Copy of receipt for payment to include defendant name, date paid, and amount paid
Status or determination of defendant's ability to pay Court fees

Travel Services for Veterans:

Veteran Name
Date of Transport
Mode of transportation
If contracting service must include copy of subcontract, travel logs supported with Mapquest or similar mapping tool
Proof of payment

Service Animals:

Description of Program to include how veterans are picked for program and appeal process if denied
Name of veteran
Copy of sub-contract(s)

Personal Services for Veterans:

Subcontract with provider
Copy of original receipt to include type of service
Proof of payment

Vouchers/Gift Cards/Gas Cards to Veterans:

Copy of original receipt for purchase of gift/gas cards
Copy of itemized receipt(s) of purchases made with gift/gas cards (veterans must return receipts for purchases with gift/gas cards)
Detailed itemized receipts to support purchases made with vouchers
Store name and date imprinted on receipt
Proof of dependency for vouchers/gift cards/gas cards provided each dependent

Fiscal Year 2020

**County Veteran Service Fund Grant
Reimbursement Request**

One initiative per page. Make additional sheets for each initiative.						
Applicant County		Grant Number			SIGMA Vendor Code	
I. Project / Initiative Name						
II. Project Total						
III. Expenditure Details						
Line Item	Date	Item / Service Description	Cost Per Unit	Quantity	Cost	MVAA USE ONLY
					0.00	
					0.00	
					0.00	
					0.00	
					0.00	
					0.00	
					0.00	
					0.00	
					0.00	
					0.00	
					0.00	
					0.00	
					0.00	
					0.00	
Total					\$0.00	
IV. Authorization and Certification						
I certify that this is a true and correct statement of expenditures for the above named items during the listed reporting period and that the documentation to support these expenditures is available for review.						
Prepared By			Date			
<input type="text"/>			<input type="text"/>			
Email Address			Signature			
<input type="text"/>			<input type="text"/>			
Phone Number						
<input type="text"/>						

Please number each receipt clearly to identify with the line item it represents

MVAA Training and Travel Reimbursement Form

Name:	Date:	SIGMA Vendor Code:	Grant Number:
Address of Official Work Station:		Organization:	
Reason for Travel:		Destination:	

Departure

	Date(s)	Time	Arrival Time	Quantity	Rate	Total	MVAA USE ONLY
Conference Registration Fee						0	
Airline Ticket						0	
Mileage						0	
Hotel						0	
Baggage Fee						0	
Ground Transportation						0	
Parking						0	
Tolls						0	
Breakfast						0	
Lunch						0	
Dinner						0	
Breakfast						0	
Lunch						0	
Dinner						0	
Breakfast						0	
Lunch						0	
Dinner						0	
Breakfast						0	
Lunch						0	
Dinner						0	
Breakfast						0	
Lunch						0	
Dinner						0	
Total Reimbursement Request						\$0.00	\$0.00

County Veteran Service Fund Grant - Employee Time Sheet

Attachment C

Employee:				
County:				
Pay Period Dates:				
	Day	Date	CVSF Hours	Activities Performed - specific duties each day
Week 1:	Sunday			
	Monday			
	Tuesday			
	Wednesday			
	Thursday			
	Friday			
	Saturday			
Week 2:	Sunday			
	Monday			
	Tuesday			
	Wednesday			
	Thursday			
	Friday			
	Saturday			
TOTAL PERFORMED HOURS:			-	
By signature, I certify that the data recorded on this timesheet is true and accurate and the hours used were in support of the County Veteran Service Fund Grant.				
Employee Signature			Date	
Supervisor Signature			Date	
FOR BILLING PURPOSES:		BILLING ADDRESS:		
State of Michigan				
SIGMA Vendor I.D.:				
(ex., CV0012300)				

Michigan Veterans Affairs Agency

**County Veteran Service Fund
Progress Report**

Grant No: [GrantNumber]	Grantee/ Name: [Grantee]	Budget Period:	Project Director: [ProjectDirector]	Email Address: [PDEmail]
------------------------------------	-------------------------------------	-----------------------	--	-------------------------------------

	SIGMA Address Code:	SIGMA Vendor Code:		

Use Additional Sheets if Necessary

Major Tasks Completed During Reporting Period

Work to Be Completed in Upcoming Reporting Period

List any challenges to fulfilling the terms of the grant application. Write NA if not applicable

Number of increased VSO hours paid for by Grant Funds	
---	--

Number of Trust Fund Applications Completed by staff funded through the Grant	
---	--

FY20 County Quarterly Activity Report

	Oct-Dec	Jan-Mar	Apr-Jun	Jul-Sep	Cumulative Total of Hours	
Grant Funded Hours						
Claims Activity	Oct-Dec	Jan-Mar	Apr-Jun	Jul-Sep	Sent to VA	Sent to VSO
Federal Burial Allowance						
Clothing Allowance						
Survivors Pension						
Death Indemnity Compensation						
Educational Claims						
Non-Service Connected Pension						
Special Adapted Automobile						
Special Adapted Housing						
Service Connected Compensation						
Additional Forms Completed						
TOTAL Claims						
Appeals Process						
Form 9						
Notice of Disagreement						
Supplemental Claims						
Higher-Level Reviews						
Board of Veterans Appeals						
Board of Veterans Appeals Hearings						
TOTAL Appeal Process						
Support Services						
Michigan Veteran Trust Fund Applications						
Soldiers/Sailors Relief Fund Applications						
County Burial Allowance						
Home Loan Guarantee Certificate of Eligibility						
CHAMPVA						
Healthcare Enrollment Apps						
Other Support Services						
Total Support Services						
Other Activities						
Personal Interviews						
File Reviews						
Claim Status Checks						
Additional forms completed include but are not limited to VA Forms 21-686c, 21-8470, 21-4142, 21-4192, 21-2680, 29-3361, 29-4125. Support services include but are not limited to requests for medal replacement, military records or correcting military records.						

One staff member per page. Make additional sheets for each staff member.					
Applicant County		Grant Number		SIGMA Vendor Code	
		FOR MVAA USE ONLY			
I. Project / Initiative Name					
II. Project Total (Salary and / or fringes for this initiative)					
III. Expenditure Details					
Name	Position	Hourly Rate	Hours Per Week	# of weeks	Total
					\$0.00

Fringe Benefits	Hourly Rate	Percentage	Hours Worked	Total
Employer FICA				\$0.00
Retirement				\$0.00
Hospital Insurance				\$0.00
Dental Insurance				\$0.00
Vision Insurance				\$0.00
Unemployment				\$0.00
Workers Compensation				\$0.00
Life Insurance				\$0.00
Insurance Waiver				\$0.00
State Taxes				\$0.00
City Taxes				\$0.00
Health Care Savings				\$0.00
Child Care Savings				\$0.00
Medical				\$0.00
Other				\$0.00

Salary Total	\$0.00
Fringe Benefits Total	\$0.00
Total Salary	\$0.00

Michigan Veterans Affairs Agency

County Veteran Service Fund Grant

Change Notice #1

Project / Budget Amendment

Grant No:
(Grant Number)
Project Director:
(Project Director)

Grantee:
(Grantee)
Email Address:
Project Director email address

Budget Period
SIGMA Vendor Code

This form is required for requesting any changes to grant activities that differ from those outlined in the signed grant agreement. Activities include, but are not limited to, focus areas, budget items, staffing, etc. Activities that differ from those stated in the signed agreement will not be covered under the grant agreement until the change form has been submitted, signed, and returned to the Grantee by the Michigan Veterans Affairs Agency Program Manager.

Complete all questions below as thoroughly as possible. If necessary, submit any supporting documentation that may support your change request.

1. Describe, in detail, the area of your grant agreement you are requesting to change.

--

2. Provide an updated budget for your request(s).

Project Name
(i.e. reducing Project X by \$500)

Project Name
(i.e. increasing Project Y by \$500 for food services)

Project Director Printed Name and Signature (Grantee)

Date

Authorizing Official Printed Name and Signature (Grantee)

Date

MVAA Program Manager Printed Name and Signature

Date

Chief Financial Officer, Department of Military and Veterans Affairs

Date

DEPARTMENT OF TECHNOLOGY, MANAGEMENT & BUDGET
VEHICLE AND TRAVEL SERVICES (VTS)
SCHEDULE OF TRAVEL RATES FOR CLASSIFIED AND UNCLASSIFIED
EMPLOYEES
Effective January 1, 2020

MICHIGAN SELECT CITIES *

	Individual	Group Meeting pre-arranged and approved
Lodging**	\$85.00	\$85.00
Breakfast	\$10.25	\$13.25
Lunch	\$10.25	\$13.25
Dinner	\$24.25	\$27.25

MICHIGAN IN-STATE ALL OTHER

	Individual	Group Meeting pre-arranged and approved
Lodging**	\$85.00	\$85.00
Breakfast	\$ 8.50	\$11.50
Lunch	\$ 8.50	\$11.50
Dinner	\$19.00	\$22.00
Per Diem	\$87.00	
Lodging	\$51.00	
Breakfast	\$ 8.50	
Lunch	\$ 8.50	
Dinner	\$19.00	

OUT-OF-STATE SELECT CITIES *

	Individual	Group Meeting pre-arranged and approved
Lodging**	Contact Conlin Travel	Contact Conlin Travel
Breakfast	\$13.00	\$16.00
Lunch	\$13.00	\$16.00
Dinner	\$25.25	\$28.25

OUT-OF-STATE ALL OTHER

	Individual	Group Meeting pre-arranged and approved
Lodging**	Contact Conlin Travel	Contact Conlin Travel
Breakfast	\$10.25	\$13.25
Lunch	\$10.25	\$13.25
Dinner	\$23.50	\$26.50
Per Diem	\$97.00	
Lodging	\$51.00	
Breakfast	\$10.25	
Lunch	\$10.25	
Dinner	\$23.50	

Incidental Costs (per overnight stay) \$5.00

Mileage Rates

Premium Rate	\$0.575 per mile
Standard Rate	\$0.340 per mile

*See Select High Cost City Listing

**Lodging available at State Rate, or call Conlin Travel at 877-654-2179 or www.somtravel.com

**DEPARTMENT OF TECHNOLOGY, MANAGEMENT & BUDGET
VEHICLE AND TRAVEL SERVICES (VTS)
SELECT HIGH COST CITY LIST**

**TRAVEL RATE REIMBURSEMENT FOR CLASSIFIED and UNCLASSIFIED EMPLOYEES EFFECTIVE
October 1, 2019**

Michigan Select Cities / Counties

Cities	Counties
Ann Arbor, Auburn Hills, Detroit, Grand Rapids, Holland, Leland, Mackinac Island, Petoskey, Pontiac, South Haven, Traverse City	Grand Traverse Oakland Wayne

Out of State Select Cities / Counties

State	City / County	State	City / County
Arizona	Phoenix, Scottsdale, Sedona	Maryland	Baltimore City, Ocean City (Counties of Montgomery & Prince Georges)
California	Los Angeles (Counties Los Angeles, Orange, Mendocino & Ventura) Edwards AFB, Arcata, McKinleyville, Mammoth Lakes, Mill Valley, San Rafael, Novato, Monterey, Palm Springs, San Diego, San Francisco, Santa Barbara, Santa Monica, South Lake Tahoe, Truckee, Yosemite National Park	Massachusetts	Boston (Suffolk County), Burlington Cambridge, Woodburn Martha's Vineyard
Colorado	Aspen, Breckenridge, Grand Lake, Silverthorne, Steamboat Springs, Telluride, Vail	Minnesota	Duluth, Minneapolis/St. Paul (Hennepin and Ramsey Counties)
Connecticut	Bridgeport, Danbury	Nevada	Las Vegas
DC	Washington DC, Alexandria, Falls Church, Fairfax (Counties of Arlington & Fairfax in Virginia) (Counties of Montgomery & Prince George's in Maryland)	New Mexico	Santa Fe
Florida	Boca Raton, Delray Beach, Fort Lauderdale, Jupiter, Key West	New York	Lake Placid, Manhattan (boroughs of Manhattan, Brooklyn, Bronx, Queens and Staten Island), Melville, New Rochelle, Riverhead, (Suffolk County), Ronkonkoma, Tarrytown, White Plains
Georgia	Brunswick, Jekyll Island	Ohio	Cincinnati
Idaho	Ketchum, Sun Valley	Pennsylvania	(Bucks County) Pittsburgh
Illinois	Chicago (Cook & Lake Counties)	Rhode Island	Bristol, Jamestown, Middletown, Newport (Newport County), Providence
Kentucky	Kenton	Texas	Austin, Dallas, Houston, LB Johnson Space Center
Louisiana	New Orleans	Utah	Park City (Summit County)
Maine	Bar Harbor, Kennebunk, Kittery, Rockport, Sanford	Vermont	Manchester, Montpelier, Stowe (Lamoile County)
		Virginia	Alexandria, Falls Church, Fairfax
		Washington	Port Angeles, Port Townsend, Seattle
		Wyoming	Jackson, Pinedale



FY2020 COUNTY VETERAN SERVICE FUND GRANT

GRANT APPLICATION TEMPLATE

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

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

CONTACT INFORMATION

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

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

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

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

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

PROJECT DETAIL

Project Title	Part-Time Veterans Service Officer
Grant Focus Area	Increase Hours Dedicated to Veterans Service Operations

PROJECT NARRATIVE

Detailed project narrative must be provided below.

This would continue funding our part-time VSO position that was created with the 2019 MVAA grant funds. This part-time position adds an additional 29 hours per week that is made available per week for veterans in Menominee County. This position has reduced wait times, allowed our Veterans Service office to take "walk-in" appointments, provided coverage when our full-time VSO is sick or is on vacation, and has allowed for our Veterans Service Office to expand the hours committed to outreach hours to veterans in the community.

The part-time VSO will assist veterans in Menominee County in applying for available benefits, lead community outreach events, and provide back-up for the full-time VSO.

BUDGET NARRATIVE/JUSTIFICATION

Budget Narrative/Justification must be provided below. In addition, an itemized list of all expenditures, including salary if applicable, must be provided in the Excel budget templates provided. Add Excel spreadsheets as an attachment for each Initiative, titled 'Attachment A'.

The hourly wage for this position is \$20.00, and the position is allocated up to 29 hours per week. Therefore, the annual salary for the position is \$30,160.00.

FICA (Social Security) is calculated at 6.20% of the the gross annual salary - \$1,869.92.

FICA -MED (Medicare) is calculated at 1.45% of the gross annual salary - \$437.32.

Worker's Compensation is calculated at .56% of the gross annual salary - \$168.90.

As this is a part-time position that does not exceed 29 hours weekly, there are no other fringe benefits offered with this position.

Total Project Budget - \$32,636.14

One staff member per page. Make additional sheets for each staff member.

Applicant County	Grant Number	SIGMA Vendor Code			
Menominee County	FOR MVAA USE ONLY	CV0048192			
I. Project / Initiative Name					
Part-Time Veterans Service Officer					
II. Project Total (Salary and / or fringes for this initiative)					
		\$32,636.14			
III. Expenditure Details					
Name	Position	Hourly Rate	Hours Per Week	# of weeks	Total
Dean Schoen	VSO	\$20.00	29	52	\$30,160.00

Fringe Benefits	Hourly Rate	Percentage	Hours Worked	Total
Employer FICA	\$20.00	6.20%	1508	\$1,869.92
Retirement				\$0.00
Hospital Insurance				\$0.00
Dental Insurance				\$0.00
Vision Insurance				\$0.00
Unemployment				\$0.00
Workers Compensation	\$20.00	0.56%	1508	\$168.90
Life Insurance				\$0.00
Insurance Waiver				\$0.00
State Taxes				\$0.00
City Taxes				\$0.00
Health Care Savings				\$0.00
Child Care Savings				\$0.00
Medical				\$0.00
Employer FICA - MED	\$20.00	1.45%	1508	\$437.32
Other				\$0.00
Other				\$0.00
Other				\$0.00

Salary Total	\$30,160.00
Fringe Benefits Total	\$2,476.14
Total Salary	\$32,636.14

PROJECT DETAIL

Project Title	Veteran Travel Assistance Program
Grant Focus Area	Veteran Aid

PROJECT NARRATIVE

Detailed project narrative must be provided below.

We have noticed an increasing number of veterans in Menominee County that have difficulty finding transportation to a VA Hospital. There are several causes that have been identified: some veterans do not own a vehicle, some veterans cannot drive due to health issues, and some veterans cannot afford the fuel to drive to Iron Mountain, Green Bay, Madison, or Milwaukee. The intent of this program is to provide financial assistance to help veterans with transportation costs to VA Hospitals.

A veteran requesting assistance with travel expenses under this program will need to fill out an Emergency Assistance Form (based on the same format used by the Michigan Veterans Trust Fund). The VSO working with the veteran will need to identify the reason travel assistance is needed, for example the veteran does not have a vehicle, the veteran can't drive due to health reasons, or the veteran cannot financially afford the travel costs. The VSO will present this information to the County Administrator who will provide a second review of the request for assistance, and provide final approval if assistance is granted.

This is a reimbursement program, so to receive financial assistance the veteran seeking assistance will need to submit gas receipts, taxi fares, bus fare, etc. to receive reimbursement for the costs.

Assistance under this program will be capped at \$500 per veteran per fiscal year (October 1 - September 30).

BUDGET NARRATIVE/JUSTIFICATION

Budget Narrative/Justification must be provided below. In addition, an Itemized list of all expenditures, including salary if applicable, must be provided in the Excel budget templates provided. Add Excel spreadsheets as an attachment for each initiative, titled 'Attachment A'.

It is approximately 70 miles from Menominee, MI to Iron Mountain, MI - the site of the nearest VA Hospital.

Given the current average price of gas of \$2.30/ gallon and the average vehicle getting about 25 MPG, the round trip cost to the nearest VA Hospital is approximately \$12.88, if the veteran has there own vehicle and just needs financial assistance.

Using taxis-fare.com to estimate taxi fare costs from Menominee, MI to Iron Mountain, MI - the site of the nearest VA Hospital, the site provides an average fare of \$1.30 per mile. The cost would be \$182 per round trip.

Finally, a calculation based on reimbursement for mileage based on the state approved rate of \$0.575 per mile, from Menominee MI to Iron Mountain MI - the site of the nearest VA Hospital - would be \$80.50 round trip.

The \$2,500 has the potential to cover between 14 to 194 round trips from Menominee, MI to Iron Mountain, MI. However, if a veteran needs financial assistance going to a VA Hospital in Milwaukee or Madison the cost per one round trip would be significantly higher - and justifies the budgeted line amount of \$2,500.

PROJECT DETAIL

Project Title	Veteran Emergency Assistance Program
Grant Focus Area	Veteran Aid

PROJECT NARRATIVE

Detailed project narrative must be provided below.

The intent of this program is to supplement the Michigan Veterans Trust Fund, especially for those veterans that would not qualify for MVTF aid due to serving during a time of peace. The type of financial assistance available will also be the same as the MVTF, such as utility bills, rent/mortgage payments, vehicle repair costs, home repair costs, dental work, and food and personal care items.

The process to provide for assistance will also be very similar to that of the MVTF. First, the veteran will have to complete an Emergency Assistance Form (same format as the MVTF) and a statement justifying the need for assistance. The County VSO will then collect information regarding the veteran's monthly income and expenses in a manner to justify the need of financial assistance. The VSO will then submit all of this information to the County Administrator for a second review and approval of the request to ensure that: 1: the aid is needed 2: the need is emergent.

Each request will be limited to a maximum of \$750 with aid to any one veteran not to exceed \$2,000 per fiscal year (October 1 - September 30). This program will be on a first come - first serve basis, and financial assistance provided under this program will not exceed a maximum of \$8,033.86 in the fiscal year.

BUDGET NARRATIVE/JUSTIFICATION

Budget Narrative/Justification must be provided below. In addition, an Itemized list of all expenditures, including salary if applicable, must be provided in the Excel budget templates provided. Add Excel spreadsheets as an attachment for each initiative, titled 'Attachment A'.

It is impossible to know what requests we may receive in any given year for assistance. Therefore, this request is being submitted as a lump sum amount to support this program.

Examples of allowable expenses will be:

- Utility Bills (That are considered necessary and emergent needs, such as water, sewer, electric, heat, phone, and Internet).
- Rent/Mortgage Payments
- Vehicle Repair Costs
- Home Repairs
- Food
- Personal Care Items

PROJECT DETAIL

Project Title	Training
Grant Focus Area	Veteran Service Officer Development

PROJECT NARRATIVE

Detailed project narrative must be provided below.

The NACVSO Training Conference 2020 will be held in Atlanta, GA. This is a seven day training seminar, and is the best all-around training opportunity for VSOs in the country. Menominee County has not sent a VSO to the national conference in several years. This budget request would provide funding to send both of our VSOs to the 2020 NACVSO Training Conference.

Also included in this project is funding for local training and conferences. Many of these conferences and trainings are held downstate, which is very expensive for counties traveling from the Upper Peninsula. The several line items provide funding to cover fuel, lodging, conference dues, and meals for trainings held in the State.

BUDGET NARRATIVE/JUSTIFICATION

Budget Narrative/Justification must be provided below. In addition, an Itemized list of all expenditures, including salary if applicable, must be provided in the Excel budget templates provided. Add Excel spreadsheets as an attachment for each Initiative, titled 'Attachment A'.

For the NACVSO Training Conference 2020:

- Our VSOs will arrive the day before the conference begins and leave the day after it ends. Therefore, each VSO will need a room for 8 nights. The room rate according to the NACVSO website is \$159. $\$159 \times 16 = \$2,544$
- Airfare is approximately \$400 per person - \$800 total.
- Menominee County offers \$40 per day for a meal allowance. $2 \text{ (VSOs)} \times 8 \text{ (Days)} \times \$40 = \$720$. Any meals provided by the conference are not reimbursable.
- The local travel allowance of \$400 is to cover bus fees, taxi fares, subways, etc. that may be necessary while the VSOs are at the conference.

For general training:

These numbers are estimates based on the costs to send our two VSOs to two trainings or conferences downstate. This would cover any conference or training dues/fees/memberships, fuel, lodging, and meal allowances.

PROJECT DETAIL

Project Title	Marketing/Advertising
Grant Focus Area	Outreach & Education

PROJECT NARRATIVE

Detailed project narrative must be provided below.

The main purpose of this entire project is to get our contact information and services provided by our county veterans office out into the public. The majority of this budget will be used to purchase small, promotional items (backpacks, pens, stress balls, cups, lanyards) all that will have Menominee County Veteran Office Contact information on it. We are also trying to think of a way to maybe tie the Veterans Suicide Prevention contact information in with some of this, but we haven't met with the graphic designer yet.

Our VSOs attend many veteran events throughout the County. These small trinkets with our contact information would be used as promotional items to be given away at those events, and hopefully some veterans will call to speak with our VSOs. There is one lump-sum amount of \$501.82 to cover set-up costs for the printing of these materials - set-up costs varied for each item but averaged between \$50-\$100 depending on the design.

We have also included funding for newspaper ads to advertise: 1: events sponsored by the County Veteran's Office and 2: services offered by the County Veteran's Office.

Lastly, we are looking to develop/print brochures or flyers that will list the services that our Veterans Office provides and contact information, and possibly other contact information for veteran resources. There are some locations, such as the Legion, that we would give some of these brochures to, but they also would primarily be used in the same manner as the promotional items discussed above.

11-17-2014 10:14:11 AM C:\Users\j... \AppData\Local\Microsoft\Word\11-17-2014 10:14:11 AM.docx

BUDGET NARRATIVE/JUSTIFICATION

Budget Narrative/Justification must be provided below. In addition, an Itemized list of all expenditures, including salary if applicable, must be provided in the Excel budget templates provided. Add Excel spreadsheets as an attachment for each initiative, titled 'Attachment A'.

Drawstring Backpacks - We expect to order 250 backpacks at \$2.41/each with departmental contact information.

Providence Pens - We expect to order 500 pens at \$0.68/each with departmental contact information.

USA Stress Reliever - We expect to order 600 stress balls at \$1.63/each with departmental contact information.

Medicine Reminder Drink Cup - We expect to order 192 drink cups w/ pill container on the side at \$5.04/each with departmental contact information.

Polyester Lanyards - We expect to order 1,000 lanyards at \$0.86/each with departmental contact information.

Set-Up Costs - Set-up costs for the above items range from \$50-\$100 per item depending on the design schemes/type of method necessary to print on these items and design costs.

Newspaper Ads - Small newspaper ads to run in all three of our county papers average about \$50 per run, so this \$200 would allow us to run 4 different ads for various events/promotions/etc.

Brochures/Flyers - we expect to order 1,100 brochures/flyers at \$0.50/each that would have various services we offer, contact information, and other contact information for veteran resources.

PROJECT DETAIL

Project Title	Travel/Mileage
Grant Focus Area	Outreach/Veteran Contact

PROJECT NARRATIVE

Detailed project narrative must be provided below.

Menominee County is a large county geographically. Therefore, we hold office hours in the northern part of our county to provide veterans better access to our veteran service officers. Also, our veteran service officers will make home calls to disabled veterans and other veterans that lack the means of traveling to our office in Menominee or Hermansville.

This project will provide funding to allow our veterans service officers to continue traveling around our county and provide better outreach and service to veterans that otherwise could not travel to our Menominee location.

BUDGET NARRATIVE/JUSTIFICATION

Budget Narrative/Justification must be provided below. In addition, an Itemized list of all expenditures, including salary if applicable, must be provided in the Excel budget templates provided. Add Excel spreadsheets as an attachment for each Initiative, titled 'Attachment A'.

At a reimbursement rate of .575/mile as approved by the State of Michigan, a \$2,000 project budget would allow for 3,478 miles of travel.

We are creating a log to keep track of date, departure location, destination, total miles, veteran seen/purpose for trip, and the VSO signature.

PROJECT DETAIL

Project Title	Office Equipment
Grant Focus Area	Upgrade Office and Technology

PROJECT NARRATIVE

Detailed project narrative must be provided below.

This project has two initiatives or sub-parts. First, is funding for two new desks and one new office chair for our Veteran Service Officers. Last year, we were fortunate to get filing cabinets and shelving donated to us from. The two desks and one chair is all we need to complete upgrading all of the office furniture in the Veterans Service Office.

The second request is for funding for a workstation, computer, and multi-function printer to be made available for public access in the Veterans Service Office. Many veterans do not have their own computer, and even more do not have the ability to print/scan/copy. This will provide a free resource for veterans that is beneficial in applying for benefits, as well as many other possibilities, such as finding a form, scanning documents, or submitting a job application.

BUDGET NARRATIVE/JUSTIFICATION

Budget Narrative/Justification must be provided below. In addition, an itemized list of all expenditures, including salary if applicable, must be provided in the Excel budget templates provided. Add Excel spreadsheets as an attachment for each initiative, titled 'Attachment A'.

We researched the costs of office desks on-line, and \$1,000 should be enough per office to purchase a new desk for each VSO as we don't need any additional storage. The current office equipment is hand-me-down from other areas in the County, and is not the most functional or professional looking. The desks are too small to fit dual-screens and laptop docking stations that were purchased to increase efficiency. Also the desks do not display a sense of professionalism due to their appearance.

We purchased our new part-time VSO a new chair last year at approximately \$400. The full-time VSO's office chair is worn-out and is in need of replacement.

The computer costs includes all licenses and program costs required (I.E. Windows 2019 & Microsoft Office 2019). We are basing the pricing for the computer, multi-function printer, and workstation off of other quotes that we have received in the past year for similar purchases.

Fund: General (101)
 Activity: Veterans Affairs (682)

Account Number	Account Title	2017/18 Budget	2017/18 Actual	2018/19 Budget	2019/2020 Budget
704.00	Salaries - Permanent	43,923	43,656	44,802	45,474
707.00	Longevity	350	350	400	450
712.00	Hospital Insurance - opt out	4,800	4,800	4,800	4,800
713.00	Life Insurance	30	28	30	30
715.00	FICA-OASDI	3,043	3,065	3,100	3,145
715.01	FICA-Med	712	668	725	735
716.00	Workmen's Compensation	229	242	252	284
718.00	Retirement DC	-	-	-	-
727.00	Office Supplies	400	214	500	400
729.00	Postage	300	172	200	200
801.00	Contractual Services	1,600	1,254	1,000	1,300
802.00	Memberships/Subscriptions	1,000	504	1,000	750
850.00	Telephone/internet service	600	509	500	500
860.00	Travel	2,100	1,516	2,800	2,500
970.00	Capital Outlay-	1,000	511	-	-
	Total	\$ 60,087	\$ 57,491	\$ 60,109	\$ 60,568

Supplies - Office
 10000

\$ 12,000
 \$ 25,371

\$ 14,280
 \$ 76,749

Attachment B: FY 19/20 Budget

Monominee County Veterans Office

Fund: General (101)
Activity: Veterans Affairs (682)

<u>Account Number</u>	<u>Account Title</u>	<u>2014/15 Budget</u>	<u>2014/15 Actual</u>	<u>2015/16 Budget</u>	<u>2015/16 Actual</u>	<u>2016/17 Budget</u>	<u>2017/18 Budget</u>
704.00	Salaries - Permanent	42,220	41,255	42,224	42,338	43,077	42,224
707.00	Longevity	200	200	250	250	300	350
712.00	Hospital Insurance - opt out	4,800	4,800	4,800	4,800	4,800	4,800
713.00	Life Insurance	30	28	30	28	30	30
715.00	FICA-QASDI	2,928	2,857	2,931	3,134	2,987	2,937
715.01	FICA-Med	685	668	685	694	699	687
716.00	Workmen's Compensation	164	105	162	155	179	199
718.00	Retirement DC	9,175	3,995	-	-	-	-
727.00	Office Supplies	400	357	400	234	400	400
729.00	Postage	300	(493)	300	170	300	300
801.00	Contractual Services						1,600
802.00	Memberships/Subscriptions	700	849	700	898	700	1,000
850.00	Telephone/internet service	600	422	600	389	600	600
860.00	Travel	1,800	1,222	2,800	2,062	2,000	2,100
970.00	Capital Outlay-	1,500	1,347	-	-	-	1,000
	Total	\$ 65,501	\$ 57,612	55,882	55,152	\$ 56,072	\$ 58,227
					<u>9,143</u>		
					<u>65,025</u>		

SUBMISSION OF APPLICATION

Type an X in the box for confirmation of the following statements.

I understand that my County must become registered to do business with the State of Michigan prior to receiving any grant funding. Registration is available at the following website: www.michigan.gov/SIGMAVSS .	
I understand that the grant agreement must be signed by the Authorizing Official before grant funds can be expended.	
I have included Attachment A: Itemized Budget.	
I have included Attachment B: County FY19 Budget for the organization structure that provides assistance to veterans and/or family members.	
I understand that I should receive an email confirmation of submission of my application within 24 business hours, and if I do not receive an email confirmation, I should contact the agency for confirmation.	
I understand that remote access to the United States Department of Veterans Affairs computing systems to obtain PIV cards for county veteran services officers must be established no later than September 24, 2020.	

Signature: 

Date: 3-9-2020

MENOMINEE COUNTY BOARD OF COMMISSIONERS AGENDA ITEM

SUBJECT:	MGT Consulting Group
DEPARTMENT:	Administration
ATTACHMENTS:	Yes
SUMMARY:	
<p>MGT has been our consulting group for many years. They've provided the countywide cost allocation plan for Menominee County (and for the FOC and PA's offices) and County administrator would like to extend their current contract for another two year period.</p>	
RECOMMENDED MOTION	
<p>To approve a two-year extension contract with MGT Consulting Group to provide preparation of the countywide central service cost allocation plans for a fee not to exceed \$7,200 annually</p>	

Submitted by: Jason Carviou

04/09/2020
Date

WORKSHOP ACTION

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

COUNTY BOARD ACTION

DATE:

	Approved
	Disapproved
	Approved with the following change(s):

CONSULTING SERVICES CONTRACT EXTENSION

**By and Between
Menominee County, Michigan
and
MGT of America Consulting, LLC**

An Agreement was entered into between Menominee County, Michigan ("Client"), and MGT of America Consulting, LLC, a Florida Company ("MGT") on February 28, 2017 for the preparation of the FY 2016, 2017 and 2018 Countywide 2 CFR Part 200 central service cost allocation plans.

Section three (3) of that agreement provided for the renewal of the agreement for two (2) additional one (1) year periods with the mutual approval of the County and MGT.

By written acknowledgement below, both the County and MGT have agreed to extend the original agreement for two additional years, under the terms of the original agreement. Specifically, that the 2019 and 2020 Countywide 2 CFR Part 200 Cost Allocation Plans will be completed for a fee not to exceed \$ 7,200 annually.

IN WITNESS WHEREOF, this agreement extension has been executed and delivered by Client and MGT on the _____ day of _____ 2020.

MENOMINEE COUNTY, MICHIGAN

By: _____

Name: _____

As its: _____

Address: 839 10th Ave.
City/State/Zip: Menominee, MI 49858

MGT of AMERICA CONSULTING, LLC

By:  _____

Name: J. Bradley Burgess

As its: Executive Vice President

Address: 2343 Delta Road
City/State/Zip: Bay City, MI 48706



MENOMINEE COUNTY BOARD OF COMMISSIONERS AGENDA ITEM

SUBJECT:	Resolution 2020-14 ~ Resolution to Adopt Monthly 911 Surcharge within Menominee County
DEPARTMENT:	911
ATTACHMENTS:	Yes
SUMMARY:	
<p>In order to keep our 911 surcharges in place for Menominee County, the attached resolution has to be adopted and sent to the State by May 15th.</p>	
RECOMMENDED MOTION	
<p>To approve Resolution 2020-14 ~ Resolution to Adopt Monthly 911 Surcharge within Menominee County</p>	

Submitted by: Jason Carviou

04/09/2020
Date

WORKSHOP ACTION

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

COUNTY BOARD ACTION

DATE:

	Approved
	Disapproved
	Approved with the following change(s):

MENOMINEE COUNTY BOARD OF COMMISSIONERS

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

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

RESOLUTION 2020-14

RESOLUTION TO ADOPT MONTHLY 9-1-1 SURCHARGE WITHIN MENOMINEE COUNTY

WHEREAS, under MCL 484.1714 (1) (g) the State 9-1-1 Committee is required to provide notice to communications providers of the 9-1-1 surcharges in Michigan; and

WHEREAS, this includes the counties' 9-1-1 operational surcharge, the state 9-1-1 surcharge, and the monthly prepaid surcharge; and

WHEREAS, surcharge guidelines set by the State of Michigan are:

- Counties may raise or lower their surcharge collection amount once annually.
- Modifications to the surcharge collection amounts go in to effect on July 1st each year.
- Counties requesting to raise their current surcharge, not to exceed voter approved cap, must do so by commissioner resolution.
- Resolutions must be to the State of Michigan by May 15th each year.
- 2 percent of the counties surcharge is retained by the telephone companies as a technical cost.
- Under the terms of Michigan Public Service Commission U-15489 Menominee County can collect a maximum of \$2.12 by approval of a County Board Resolution.

THEREFORE BE IT RESOLVED, that the Menominee County Board of Commissioners hereby determines the Menominee County 9-1-1 Surcharge shall continue at \$2.12 effective July 1, 2020 through June 30, 2021; and

BE IT FURTHER RESOLVED that the Board Chairman is authorized to sign the necessary documents on behalf of the County and that the County Administrator is authorized to make the necessary budget adjustments to complete this action.

Moved by Commissioner _____, seconded by Commissioner _____ to immediately adopt the resolution as presented.

Gerald Piche- Board Chair

Marc Kleiman – County Clerk

Date

Steven Gromala

Gerald Piche – Chairperson

William Cech – Vice Chairperson

Larry Phelps

Larry Johnson Jr.

Jan Hafeman

David Prestin

Bernie Lang

Larry Schei

MENOMINEE COUNTY BOARD OF COMMISSIONERS AGENDA ITEM

SUBJECT:	Resolution 2020-15 ~ Resolution to Declare a Local State of Emergency in Response to the CoVID-19 Outbreak.
DEPARTMENT:	Administration
ATTACHMENTS:	Yes
SUMMARY:	
Now that the governor has extended the “stay in place” orders, we also have to extend the Local State of Emergency.	
RECOMMENDED MOTION:	
To approve Resolution 2020-15 ~ Resolution to Declare a Local State of Emergency in Response to the CoVID-19 Outbreak.	

Submitted by: Jason Carviou

04/09/2020
Date

WORKSHOP ACTION

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

COUNTY BOARD ACTION

DATE:

	Approved
	Disapproved
	Approved with the following change(s):

“Menominee County – Where the Best of Michigan Begins”

MENOMINEE COUNTY BOARD OF COMMISSIONERS

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

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

RESOLUTION 2020-15

RESOLUTION TO DECLARE A LOCAL STATE OF EMERGENCY IN RESPONSE TO THE COVID-19 OUTBREAK

WHEREAS, COVID-19, commonly known as the Coronavirus, is a respiratory illness that is easily spread from person to person. Currently, there is no vaccine to prevent infection and there is no treatment for COVID-19; and

WHEREAS, the first reported case of COVID-19 in the United States was reported on January 21, 2020; and

WHEREAS, on January 27, 2020 Health and Human Services Secretary Alex M. Azar II declared a public health emergency for the entire United States to aid the nation’s healthcare community in responding to COVID-19; and

WHEREAS, on March 10, 2020 Michigan Governor Gretchen Whitmer declared a State of Emergency in response to the first confirmed case of COVID-19 in the State of Michigan; and

WHEREAS, on March 11, 2020 the World Health Organization declared COVID-19 a pandemic; and

WHEREAS, on March 13, 2020 U.S. President Donald Trump declared a National State of Emergency for COVID-19; and

WHEREAS, on March 17, 2020 at a special meeting the Menominee County Board of Commissioners confirmed that the County Board Chairman should declare a Local State of Emergency as permitted by the Emergency Management Act (MCL 30.410) in response to the COVID-19 outbreak; and

WHEREAS, pursuant to MCL 30.410, “This power [to declare a local state of emergency] shall be vested in the chief executive official of the county or municipality or the official designated by charter and **shall not be continued or renewed for a period in excess of 7 days except with the consent of the governing body of the county or municipality (emphasis added)**; and

MENOMINEE COUNTY BOARD OF COMMISSIONERS AGENDA ITEM

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

Submitted by: Jason Carviou

04/09/2020
Date

WORKSHOP ACTION

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

COUNTY BOARD ACTION

DATE:

	Approved
	Disapproved
	Approved with the following change(s):

**MENOMINEE COUNTY
BOARD OF COMMISSIONERS
REIMBURSEMENT VOUCHER**

MAR 16

AB

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

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

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

Name: Larry Phelps ~ District 3

Date	Meeting Place	# of miles	X .575/mile	Total Cost	Account Number
2/11/20	Stephenson Annex	36	.575	20.70	101-101-860.00
2/11/20	Menom. Co. Garage	40	.575	23.00	101-101-860.00
2/18/20	Menom. Co. Garage	40	.575	23.00	101-101-860.00
2/25/20	Menom. Co. Courthouse	5	.575	2.87	101-101-860.00
3/2/20	Lake Township	46	.575	26.45	101-101-860.00
3/3/20	Menom. Co. Garage	40	.575	23.00	101-101-860.00
3/10/20	Menom. Co. Courthouse	5	.575	2.87	101-101-860.00
3/12/20	Menom. Co. Courthouse	5	.575	2.87	101-101-860.00
			Total Mileage		
				Total Mileage Fee	\$124.76

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

AB.

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

Larry Phelps

Signed

3/16/2020

Date

MENOMINEE COUNTY BOARD OF COMMISSIONERS AGENDA ITEM

SUBJECT:	Miscellaneous Bills
DEPARTMENT:	Administration
ATTACHMENTS:	Yes
SUMMARY:	
Miscellaneous bills paid on March 11, 16, 17, 18, 2020 in the combined amount of \$133,776.82	
RECOMMENDED MOTION:	
Motion to approve miscellaneous bills paid on March 11, 16, 17, 18, 2020 in the combined amount of \$133,776.82	

Submitted by: Jason Carviou

04/09/2020
Date

WORKSHOP ACTION

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

COUNTY BOARD ACTION

DATE:

	Approved
	Disapproved
	Approved with the following change(s):

Miscellaneous Bills Account Number List

General Fund Expenditures

101-101 Board of Commissioners
101-103 Other Legislative
101-131 Circuit/Family Court
101-132 Family Court
101-136 District Court
101-141 Friend of Court
101-148 Probate Court
101-150 Jury Commission
101-172 County Administrator
101-192 Board of Canvassers
101-211 Legal
101-215 County Clerk
101-228 Computer Technology
101-253 County Treasurer
101-257 Equalization
101-261 MSU Extension
101-262 Elections
101-265 Courthouse Grounds
101-267 Prosecuting Attorney
101-268 Register of Deeds
101-275 Drain Commissioner
101-301 Sheriff Department
101-331 Marine Law
101-332 Snowmobile Law
101-334 Off-Road Recreational Vehicle
101-335 ATV Education
101-401 Planning Commission
101-402 Brownfield Authority
101-426 Emergency Management
101-526 Waste Management
101-601 Health & Welfare
101-648 Medical Examiner
101-681 Vets Burial & Relief
101-682 Veterans Affairs
101-728 Economic Development
101-997 Appropriations
101-999 Operating Transfers

Special Revenue Funds

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

APPROVED

MAR 11 2020

**CHIEF FISCAL OFFICER
MENOMINEE COUNTY MICHIGAN**

INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS	AMOUNTS	AMOUNT
VENDOR NAME: BAKER & TAYLOR BOOKS				
75023524	Library Books	271-790-982.00	78.86	78.86
L0273592	Library Books	271-790-982.00	466.79	466.79
TOTAL VENDOR BAKER & TAYLOR BOOKS				545.65
VENDOR NAME: GREAT AMERICAN DISPOSAL CO THE				
03126804	Library	271-790-920.00	71.22	71.22
TOTAL VENDOR GREAT AMERICAN DISPOSAL CO THE				71.22
VENDOR NAME: U.S. BANK EQUIPMENT FINANCE				
408514271	Library Copier	271-790-801.01	140.59	140.59
TOTAL VENDOR U.S. BANK EQUIPMENT FINANCE				140.59
VENDOR NAME: U.S. POSTMASTER - STEPHENSON				
Postage	Library Postage	271-790-729.00	110.00	110.00
TOTAL VENDOR U.S. POSTMASTER - STEPHENSON				110.00
VENDOR NAME: UWC				
9067536923	Telephone Services - Library	271-790-850.00	4.10	4.10
TOTAL VENDOR UWC				4.10
GRAND TOTAL:				871.56

APPROVED

MAR 16 2020

CHIEF FISCAL OFFICER
 MENOMINEE COUNTY MICHIGAN

INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS	AMOUNTS	AMOUNT
VENDOR NAME: ABILITA				
200305	Reduction in Long Distance	101-228-850.00	1,741.27	1,741.27
TOTAL VENDOR ABILITA				1,741.27
VENDOR NAME: ADE INCORPORATED				
52434	District Court - SALCE Assessment	101-136-755.00	150.00	150.00
TOTAL VENDOR ADE INCORPORATED				150.00
VENDOR NAME: ALGER-DELTA COOPERATIVE ASSOCI				
94401	W5805 Tower Road	208-751-920.01	105.21	105.21
367100	N8390 Beach House	208-751-920.01	29.21	29.21
367200	Northwest Campsites	208-751-920.01	29.21	29.21
369802	W8449 Co Rd G12 Campsites	208-751-920.01	29.21	29.21
370500	Shakey Lakes Office/Shop	208-751-920.01	101.00	101.00
379700	Shakey Lakes/Storage Shed	208-751-920.01	76.54	76.54
380300	Shower Building	208-751-920.01	32.30	32.30
383001	Shakey Lakes Park/Horse	208-751-920.01	29.21	29.21
383101	Bass Lakes Camp Sites	208-751-920.01	29.21	29.21
383200	N8380 Co Park Rd 20.5	208-751-920.01	29.21	29.21
383301	Shakey Lakes Park/Cattle	208-751-920.01	29.21	29.21
1503500	N8380 Co Pk Rd 20.5	208-751-920.01	35.09	35.09
1614900	Bath House	208-751-920.01	29.50	29.50
TOTAL VENDOR ALGER-DELTA COOPERATIVE ASSOCI				584.11
VENDOR NAME: AT&T - CAROL STREAM, IL				
906863470502	Telephone Services	101-228-850.00	98.85	98.85
906753220903	Telephone Services	101-228-850.00	258.32	258.32
906753458203	Telephone Services	208-751-850.00	57.87	57.87
906863661402	Telephone Services	266-325-850.00	300.91	300.91
TOTAL VENDOR AT&T - CAROL STREAM, IL				715.95
VENDOR NAME: BRAZEAU, DAWN				
19-45056-FY	Transcripts - (T.A. Olson)	101-267-806.00	19.50	19.50
TOTAL VENDOR BRAZEAU, DAWN				19.50
VENDOR NAME: CADIEU FUNERAL HOME				
Burial	Jerome Robert Zeratsky	101-681-833.00	300.00	300.00
Burial	Anna M. Nesbitt	101-681-833.00	300.00	300.00
Burial	James Albert Headman	101-681-833.00	300.00	300.00
TOTAL VENDOR CADIEU FUNERAL HOME				900.00
VENDOR NAME: CASA				
February 2020	Faith Sandahl	292-669-801.00	1,064.00	1,064.00
TOTAL VENDOR CASA				1,064.00
VENDOR NAME: CELLCOM				
991988	Cellular Services	292-663-850.00	40.74	122.22
		292-664-850.00	40.74	
		292-665-850.00	40.74	
TOTAL VENDOR CELLCOM				122.22
VENDOR NAME: CLOVERLAND PAPER CO				
121665	Janitorial Supplies (Library)	101-265-755.01	166.48	166.48
121668	Janitorial Supplies (Courthouse)	101-265-755.01	316.42	316.42
TOTAL VENDOR CLOVERLAND PAPER CO				482.90
VENDOR NAME: COHL STOKER & TOSKEY P C				
51081	Legal Services	101-211-807.00	1,060.98	1,060.98
TOTAL VENDOR COHL STOKER & TOSKEY P C				1,060.98
VENDOR NAME: DEKETO, LLC				
DK 2-2020	February Documents (x370)	256-277-857.00	750.00	750.00
TOTAL VENDOR DEKETO, LLC				750.00
VENDOR NAME: EAGLEHERALD PUBLISHING, LLC				

APPROVED

INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS AMOUNTS		AMOUNT
VENDOR NAME: EAGLEHERALD PUBLISHING, LLC				
1406	Advertisement	101-136-755.00	41.46	729.91
		266-325-755.00	40.03	
		101-101-901.00	648.42	
1445	Residential Primary Notices	101-262-727.00	2,003.97	2,003.97
TOTAL VENDOR EAGLEHERALD PUBLISHING, LLC				2,733.88
VENDOR NAME: EICHHORN, JAYNE MARIE				
Board of Canvassers	Per Diem & Mileage (March Primary)	101-192-705.00	50.00	96.58
		101-192-860.00	46.58	
TOTAL VENDOR EICHHORN, JAYNE MARIE				96.58
VENDOR NAME: ELECTIONSOURCE				
19-46691	FM-902's (March Primary)	101-262-727.00	9.19	9.19
TOTAL VENDOR ELECTIONSOURCE				9.19
VENDOR NAME: ENGEL-TOPPER, DYAN				
3/15/20	Drug Court Planning	232-286-801.00	450.00	611.00
		232-286-860.00	161.00	
TOTAL VENDOR ENGEL-TOPPER, DYAN				611.00
VENDOR NAME: GRAINGER				
9460020564	Operating Supplies	101-265-755.00	137.39	137.39
TOTAL VENDOR GRAINGER				137.39
VENDOR NAME: GREAT AMERICAN DISPOSAL CO THE				
03126807	Annex	101-261-930.04	69.57	69.57
TOTAL VENDOR GREAT AMERICAN DISPOSAL CO THE				69.57
VENDOR NAME: HAFEMAN, JAN				
Reimbursement	Mileage - February 2020	101-101-860.00	66.70	66.70
TOTAL VENDOR HAFEMAN, JAN				66.70
VENDOR NAME: HAFEMAN, WILLIAM				
Board of Canvassers	Per Diem & Mileage (March Primary)	101-192-705.00	50.00	94.85
		101-192-860.00	44.85	
TOTAL VENDOR HAFEMAN, WILLIAM				94.85
VENDOR NAME: HASS, DANIEL				
Reimbursement	Fuel	101-132-860.00	28.00	28.00
TOTAL VENDOR HASS, DANIEL				28.00
VENDOR NAME: INDEPENDENT ROOFING & SIDING				
1044	1/3 cost of Airport Roofing Project	216-585-970.03	12,050.00	12,050.00
TOTAL VENDOR INDEPENDENT ROOFING & SIDING				12,050.00
VENDOR NAME: J S ELECTRONICS, INC.				
20765	Tower Lease - March 2020	266-325-976.00	517.63	517.63
TOTAL VENDOR J S ELECTRONICS, INC.				517.63
VENDOR NAME: KONICA MINOLTA BUSINESS SOLUTIONS				
264439477	Bizhub 475 Copier/Printer (ROD)	256-277-728.00	1,622.74	1,622.74
TOTAL VENDOR KONICA MINOLTA BUSINESS SOLUTIONS				1,622.74
VENDOR NAME: LENCA SURVEYING				
20022	Remon Yr 2020 (1/1 - 3/10/20)	243-246-801.07	7,409.58	8,009.58
		243-246-709.00	600.00	

MAR 15 2020

CHIEF FISCAL OFFICER
 MENOMINEE COUNTY MICHIGAN

APPROVED

MAR 16 2020

CHIEF FISCAL OFFICER
 MENOMINEE COUNTY MICHIGAN

INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS	AMOUNTS	AMOUNT
VENDOR NAME: LENCA SURVEYING				
TOTAL VENDOR LENCA SURVEYING				8,009.58
VENDOR NAME: MENACHER, LINDA A.				
Reimbursement	Cellular Services (Sept - March)	101-136-727.00	285.60	285.60
TOTAL VENDOR MENACHER, LINDA A.				285.60
VENDOR NAME: MENARDS - MARINETTE				
6946	PA - Supplies for Office Furniture	101-267-970.01	431.49	431.49
6951	PA - Supplies for Office Furniture	101-267-970.01	37.20	37.20
6706	PA - Supplies for Office Furniture	101-267-970.01	44.79	44.79
6949	Credit Memo	101-265-755.00	(44.79)	(44.79)
6845	Remon Supplies	243-246-709.00	19.95	19.95
6641	Operating Supplies	101-265-755.00	45.75	45.75
6685	Operating Supplies	101-265-755.00	20.98	20.98
6686	Operating Supplies	101-265-755.00	44.79	44.79
6640	Park Supplies	208-751-755.02	9.06	9.06
TOTAL VENDOR MENARDS - MARINETTE				609.22
VENDOR NAME: MENOMINEE COUNTY JOURNAL				
102	Election Notice	101-262-727.00	345.00	345.00
100	Advertising	266-325-755.00	40.00	210.00
		101-101-901.00	170.00	
TOTAL VENDOR MENOMINEE COUNTY JOURNAL				555.00
VENDOR NAME: MERKEL, WILLIAM				
February 2020	CAFA	260-266-801.01	1,050.00	2,075.00
		260-266-801.02	1,025.00	
TOTAL VENDOR MERKEL, WILLIAM				2,075.00
VENDOR NAME: MILLERS ACTION OFFICE SUPPLY I				
0153313-001	Office Supplies - Probate	101-148-727.00	29.12	29.12
0153554-001	Office Supplies - PA's Office Furniture	101-267-970.01	224.12	224.12
0152983-001	Office Supplies (FOC)	101-141-727.00	206.39	206.39
0153255-001	Office Supplies (FOC)	101-141-727.00	110.47	110.47
0153308-001	Office Supplies (FOC)	101-141-727.00	4.19	4.19
TOTAL VENDOR MILLERS ACTION OFFICE SUPPLY I				574.29
VENDOR NAME: NEGRO, MARI				
Board of Canvassers	Per Diem & Mileage (March Primary)	101-192-705.00	50.00	102.33
		101-192-860.00	52.33	
TOTAL VENDOR NEGRO, MARI				102.33
VENDOR NAME: PARKS, STEVEN C.				
200226	Mileage (2019-44926-FY)	101-136-860.00	63.25	63.25
TOTAL VENDOR PARKS, STEVEN C.				63.25
VENDOR NAME: PARRETT, BARB				
Reimbursement	Mileage & Supplies	517-252-860.00	59.23	211.83
		101-253-727.00	152.60	
TOTAL VENDOR PARRETT, BARB				211.83
VENDOR NAME: PHILIPPS, RANDALL				
March 2020	CAFA	260-266-801.02	250.00	250.00
TOTAL VENDOR PHILIPPS, RANDALL				250.00
VENDOR NAME: PHILIPPS, THOMAS				
Reimbursement	Mileage & Radio Antenna	101-426-860.00	125.35	143.85
		101-426-755.00	18.50	

APPROVED

MAR 16 2020

INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS	AMOUNTS	AMOUNT
VENDOR NAME: PHILIPPS, THOMAS				
	TOTAL VENDOR PHILIPPS, THOMAS			143.85
VENDOR NAME: PINECREST MEDICAL CENTER				
2/27/20	DHHS Board Meeting	101-601-837.00	50.00	50.00
	TOTAL VENDOR PINECREST MEDICAL CENTER			50.00
VENDOR NAME: QUILL CORPORATION				
4665020	Office Supplies - 911	266-325-727.00	134.57	134.57
	TOTAL VENDOR QUILL CORPORATION			134.57
VENDOR NAME: REGISTER OF DEEDS				
464	EFT Payment - Fed Tax Lien	701-000-273.00	30.00	30.00
	TOTAL VENDOR REGISTER OF DEEDS			30.00
VENDOR NAME: SPECTRUM PRINTERS, INC.				
62782	Blank Ballots	101-262-727.00	183.33	183.33
	TOTAL VENDOR SPECTRUM PRINTERS, INC.			183.33
VENDOR NAME: STYCH, DIANE				
Burial	Kenneth Allen Stych	101-681-833.00	300.00	300.00
	TOTAL VENDOR STYCH, DIANE			300.00
VENDOR NAME: THOMSON REUTERS				
942005479	MI Rules of Court (District)	101-136-802.00	298.00	298.00
842005478	MI Rules of Court (Probate/Family)	101-148-802.00	106.00	212.00
		101-132-802.00	106.00	
	TOTAL VENDOR THOMSON REUTERS			510.00
VENDOR NAME: TIME WARNER CABLE				
621199203030320	Airport	216-585-850.00	333.22	333.22
710008401030320	3/2/20 - 4/1/20	101-228-850.00	528.26	528.26
	TOTAL VENDOR TIME WARNER CABLE			861.48
VENDOR NAME: U.E.S. COMPUTERS, INC.				
82918	Work Stations	101-228-970.01	41,457.50	41,457.50
	TOTAL VENDOR U.E.S. COMPUTERS, INC.			41,457.50
VENDOR NAME: U.S. BANK EQUIPMENT FINANCE				
406306811	Konica 300 (FOC)	215-141-942.00	211.98	211.98
	TOTAL VENDOR U.S. BANK EQUIPMENT FINANCE			211.98
VENDOR NAME: VALENTI, SUSAN F.				
M19-4112-FH	Transcripts - (N.W. Barstow)	101-131-806.00	110.45	110.45
M19-4083-FH	Transcripts - (M.D. Peak)	101-131-806.00	119.85	119.85
	TOTAL VENDOR VALENTI, SUSAN F.			230.30
VENDOR NAME: VERIZON WIRELESS				
9849517403	Cellular Services	101-265-850.01	115.61	845.49
		101-301-850.00	320.84	
		101-426-850.00	52.91	
		101-682-850.00	40.40	
		205-315-850.00	233.77	
		266-325-850.00	81.96	
	TOTAL VENDOR VERIZON WIRELESS			845.49
VENDOR NAME: WASTE MANAGEMENT, INC.				
1658375-1856-3	March 2020	101-265-801.00	650.91	650.91
0067449-2808-3	Parks	208-751-920.02	51.50	51.50
1658896-1856-8	Airport	216-585-801.00	20.23	20.23
	TOTAL VENDOR WASTE MANAGEMENT, INC.			722.64
VENDOR NAME: XEROX CORPORATION				
099621327	Probation/Parole	101-131-942.00	104.19	104.19

MAR 16 2020

INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS	AMOUNTS	AMOUNT
VENDOR NAME: XEROX CORPORATION				
TOTAL VENDOR XEROX CORPORATION				104.19
GRAND TOTAL:				84,149.89

CHIEF FISCAL OFFICER
MENOMINEE COUNTY MICHIGAN

MAR 17 2020

INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS	AMOUNTS	AMOUNT
CHIEF FISCAL OFFICER MENOMINEE COUNTY MICHIGAN				
VENDOR NAME: ANDERSON AUTO & RV SALES INC 1410	Vehicle Maintenance - 2016 Interceptor	205-315-981.00	96.33	96.33
TOTAL VENDOR ANDERSON AUTO & RV SALES INC				96.33
VENDOR NAME: ANDERSON, TACKMAN & CO, PLC 70675	Audit ending 9/30/19	101-103-801.01	15,000.00	15,000.00
TOTAL VENDOR ANDERSON, TACKMAN & CO, PLC				15,000.00
VENDOR NAME: AT&T - CAROL STREAM, IL 906863299103	Telephone Services	101-228-850.00	47.31	47.31
906863298903	Telephone Services	101-228-850.00	47.31	47.31
906863298603	Telephone Services	101-228-850.00	47.31	47.31
TOTAL VENDOR AT&T - CAROL STREAM, IL				141.93
VENDOR NAME: AT&T MOBILITY 287252150867X0308202	906-792-0211 & 906-792-5968	101-132-850.00	66.48	66.48
TOTAL VENDOR AT&T MOBILITY				66.48
VENDOR NAME: BLUETARP FINANCIAL, INC. F70165	Inmate Supplies	101-301-770.00	38.87	38.87
F70343	Inmate Supplies	101-301-770.00	384.00	384.00
TOTAL VENDOR BLUETARP FINANCIAL, INC.				422.87
VENDOR NAME: BP 57867454	Road Patrol - February 2020	205-315-742.00	761.24	761.24
TOTAL VENDOR BP				761.24
VENDOR NAME: CEDAR RIVER PLAZA MECO2/29/20	Gasoline Sales - RP	205-315-742.00	198.47	198.47
TOTAL VENDOR CEDAR RIVER PLAZA				198.47
VENDOR NAME: CELLCOM 993901	Cellular Services (Airport)	216-585-850.00	56.43	56.43
TOTAL VENDOR CELLCOM				56.43
VENDOR NAME: CENEX FLEETCARD 191642	Gasoline Charges	292-665-860.00	84.07	84.07
TOTAL VENDOR CENEX FLEETCARD				84.07
VENDOR NAME: CITY OF MENOMINEE #RENT-1021	March 2020 Rent (911)	266-325-976.00	351.67	351.67
TOTAL VENDOR CITY OF MENOMINEE				351.67
VENDOR NAME: CLOVERLAND PAPER CO 121719	Janitorial Supplies (Courthouse)	101-265-755.01	361.91	361.91
121723	Janitorial Supplies - Library	101-265-755.01	104.85	104.85
121667	Inmate Supplies	101-301-770.00	120.62	120.62
121669	Inmate Supplies	101-301-770.00	102.36	102.36
TOTAL VENDOR CLOVERLAND PAPER CO				689.74
VENDOR NAME: COUNTRY MILE DOCUMENT DESTRUCTION I 38822	Shredding Documents (3/5/2020)	101-265-801.00	71.44	71.44
TOTAL VENDOR COUNTRY MILE DOCUMENT DESTRUCTION I				71.44
VENDOR NAME: GARCIA, GILBERT E. MSW 3/3/2020	Employee Services	101-301-835.00	80.00	80.00
TOTAL VENDOR GARCIA, GILBERT E. MSW				80.00
VENDOR NAME: GREAT LAKES FIRE SUPPRESSION 9146	Annual Inspection (Airport)	216-585-755.02	450.00	450.00
TOTAL VENDOR GREAT LAKES FIRE SUPPRESSION				450.00
VENDOR NAME: HENSLEY, RN, JOEL Reimbursement	Cellular Services & Postage	101-648-850.00	88.32	108.02
		101-648-729.00	19.70	

APPROVED

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CHIEF FISCAL OFFICER
 MENOMINEE COUNTY MICHIGAN

INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS	AMOUNTS	AMOUNT
VENDOR NAME: HENSLEY, RN, JOEL				
March 2020	Medical Examiner	101-648-709.00	1,080.00	3,770.00
		101-648-835.00	2,690.00	
3/14/2020	Inmate Nursing Services	101-301-770.01	1,365.00	1,365.00
TOTAL VENDOR HENSLEY, RN, JOEL				5,243.02
VENDOR NAME: J.F. AHERN COMPANY				
367077	Fire Equipment Inspection (Annex & Library)	101-265-801.00	217.45	217.45
TOTAL VENDOR J.F. AHERN COMPANY				217.45
VENDOR NAME: KLEIMAN, MARC				
Reimbursement	Mileage - Election	101-262-860.00	46.00	46.00
TOTAL VENDOR KLEIMAN, MARC				46.00
VENDOR NAME: LITHOCRAFTERS PRINTING, INC.				
103709	Envelopes (x2500)	101-148-727.00	106.00	212.00
		101-132-727.00	106.00	
TOTAL VENDOR LITHOCRAFTERS PRINTING, INC.				212.00
VENDOR NAME: LUFTS ADVERTISER, INC.				
2/26/20	Advertising	266-325-755.00	75.00	796.00
		101-101-901.00	360.00	
		101-136-755.00	121.00	
		101-262-727.00	240.00	
TOTAL VENDOR LUFTS ADVERTISER, INC.				796.00
VENDOR NAME: MENARDS - MARINETTE				
7343	Operating Supplies	101-265-755.00	24.98	189.88
6675	Sheriff Department & RP Supplies	101-301-770.00	149.96	
		101-301-728.00	19.96	
		205-315-727.00	19.96	
5579	Inmate & RP Supplies	101-301-770.00	100.32	109.26
		205-315-727.00	8.94	
7184	Inmate & RP Supplies	101-301-770.00	46.89	60.87
		205-315-727.00	13.98	
TOTAL VENDOR MENARDS - MARINETTE				384.99
VENDOR NAME: MENOMINEE COUNTY ROAD COMMISSI				
11302	Power to Radio Tower	266-325-976.00	93.87	93.87
TOTAL VENDOR MENOMINEE COUNTY ROAD COMMISSI				93.87
VENDOR NAME: MIGHTY PET				
4028	K9 Supplies	281-345-881.01	60.92	60.92
TOTAL VENDOR MIGHTY PET				60.92
VENDOR NAME: MILLERS ACTION OFFICE SUPPLY I				
0153686-001	Business Cards (RP)	205-315-727.00	17.69	140.07
0153696-001	Business Cards (RP)	205-315-727.00	70.76	
0153317-001	Office Supplies - Sheriff Dept	101-301-727.00	24.53	
0153328-001	Office Supplies - Sheriff Dept	101-301-727.00	140.07	
TOTAL VENDOR MILLERS ACTION OFFICE SUPPLY I				253.05
VENDOR NAME: NASTOFF, BERGMAN & MOORE, P.C.				
857	Legal Services	101-211-807.00	156.00	156.00
TOTAL VENDOR NASTOFF, BERGMAN & MOORE, P.C.				156.00
VENDOR NAME: OFFICE DEPOT, INC.				

MAR 17 2020

INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS	AMOUNTS	AMOUNT
VENDOR NAME: OFFICE DEPOT, INC.				
450033806001	Office Supplies - Elections	101-262-727.00	159.84	159.84
450039954001	Office Supplies - Elections	101-262-727.00	36.99	36.99
TOTAL VENDOR OFFICE DEPOT, INC.				196.83
VENDOR NAME: PAN-O-GOLD BAKING CO.				
40068320059002	Inmate Supplies	101-301-770.00	116.14	116.14
40068320066004	Inmate Supplies	101-301-770.00	94.86	94.86
TOTAL VENDOR PAN-O-GOLD BAKING CO.				211.00
VENDOR NAME: PHELPS, LARRY				
Reimbursement	Mileage	101-101-860.00	124.76	124.76
TOTAL VENDOR PHELPS, LARRY				124.76
VENDOR NAME: PLASTOCON, INC				
101143	Inmate Supplies	101-301-770.00	190.92	190.92
TOTAL VENDOR PLASTOCON, INC				190.92
VENDOR NAME: POMP'S TIRE SERVICE, INC.				
100173781	Tires (x4) - Road Patrol	205-315-934.02	584.00	584.00
TOTAL VENDOR POMP'S TIRE SERVICE, INC.				584.00
VENDOR NAME: QUILL CORPORATION				
4987553	Operating Supplies (911)	266-325-755.00	329.97	329.97
TOTAL VENDOR QUILL CORPORATION				329.97
VENDOR NAME: REINHART FOODSERVICE				
974845	Inmate Supplies	101-301-770.00	1,554.94	1,554.94
979890	Inmate Supplies	101-301-770.00	1,710.36	1,710.36
TOTAL VENDOR REINHART FOODSERVICE				3,265.30
VENDOR NAME: RIVERSIDE AUTO SALES, INC.				
6063473	Vehicle Maintenance - RP	205-315-981.00	42.58	42.58
TOTAL VENDOR RIVERSIDE AUTO SALES, INC.				42.58
VENDOR NAME: STATE OF MICHIGAN POB 30266				
551-559632	1/1/20 - 3/31/20 (Lien)	101-301-976.00	1,325.00	1,325.00
TOTAL VENDOR STATE OF MICHIGAN POB 30266				1,325.00
VENDOR NAME: STEPHENSON MARKETING COOPERATI				
15579	Gasoline Sales - RP	205-315-742.00	1,973.94	1,973.94
462643	Parks	208-751-742.00	89.50	133.96
		208-751-755.02	12.97	
		208-751-981.00	31.49	
TOTAL VENDOR STEPHENSON MARKETING COOPERATI				2,107.90
VENDOR NAME: SUCCESS COMMUNICATIONS, INC.				
4397	Online Dispatch School (Ganczak & Thies)	266-325-881.01	1,594.00	1,594.00
TOTAL VENDOR SUCCESS COMMUNICATIONS, INC.				1,594.00
VENDOR NAME: THE PRINT SHOP				
7034210	Inmate Supplies	101-301-770.00	195.30	195.30
TOTAL VENDOR THE PRINT SHOP				195.30
VENDOR NAME: THOMSON REUTERS				
842016816	MI Rules of Court 2020 (Law Library)	269-145-982.00	298.00	298.00
TOTAL VENDOR THOMSON REUTERS				298.00
VENDOR NAME: TIME WARNER CABLE				
620475202030720	Inmate Supplies	101-301-770.00	145.45	145.45
TOTAL VENDOR TIME WARNER CABLE				145.45
VENDOR NAME: UNIFORM SHOPPE				
296986	Vests (x12)	205-315-745.00	8,323.00	8,323.00

CHIEF FISCAL OFFICER
 MENOMINEE COUNTY MICHIGAN

MAR 17 2020

CHIEF FISCAL OFFICER
 MENOMINEE COUNTY MICHIGAN

INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS AMOUNTS		AMOUNT
VENDOR NAME: UNIFORM SHOPPE TOTAL VENDOR UNIFORM SHOPPE				8,323.00
VENDOR NAME: WISCONSIN PUBLIC SERVICE				
0402047856-00010	1000 9th Street	101-265-920.03	92.03	177.40
		101-265-920.04	85.37	
0402047856-00011	1004 9th Street	101-265-920.03	57.09	57.09
TOTAL VENDOR WISCONSIN PUBLIC SERVICE				234.49
VENDOR NAME: XEROX CORPORATION				
099621324	Sheriff Department	101-301-727.00	45.97	45.97
099621325	Sheriff Department	101-301-727.00	399.90	399.90
099768490	Road Patrol - February 2020	205-315-727.00	56.59	56.59
TOTAL VENDOR XEROX CORPORATION				502.46
VENDOR NAME: ZEVITZ, DR. MICHAEL E.				
March 2020	Medical Examiner	101-648-709.00	1,930.00	1,930.00
TOTAL VENDOR ZEVITZ, DR. MICHAEL E.				1,930.00
GRAND TOTAL:				47,534.93

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INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS	AMOUNTS	AMOUNT
CHIEF FISCAL OFFICER				
MENOMINEE COUNTY MICHIGAN				
VENDOR NAME: AT&T - CAROL STREAM, IL 906753692303	Telephone Services - Library	271-790-850.00	102.82	102.82
TOTAL VENDOR AT&T - CAROL STREAM, IL				102.82
VENDOR NAME: CENGAGE LEARNING 195179	Library Books	271-790-982.00	250.15	250.15
TOTAL VENDOR CENGAGE LEARNING				250.15
VENDOR NAME: CENTER POINT LARGE PRINT 1764413	Library Books	271-790-982.00	86.88	86.88
TOTAL VENDOR CENTER POINT LARGE PRINT				86.88
VENDOR NAME: MILLERS ACTION OFFICE SUPPLY I 0153443-001	Office Supplies - Library	271-790-727.00	6.39	6.39
0153433-001	Office Supplies - Library	271-790-727.00	115.77	115.77
TOTAL VENDOR MILLERS ACTION OFFICE SUPPLY I				122.16
VENDOR NAME: PETERSON, CHARLENE Reimbursement	Library Board Mileage	271-790-860.02	58.65	58.65
TOTAL VENDOR PETERSON, CHARLENE				58.65
VENDOR NAME: STEPHENSON MARKETING COOPERATI 8563	Library - Bookmobile Gasoline	271-790-742.00	124.78	124.78
TOTAL VENDOR STEPHENSON MARKETING COOPERATI				124.78
VENDOR NAME: SUPERIORLAND LIBRARY COOP 2683	Library Books	271-790-982.00	475.00	475.00
TOTAL VENDOR SUPERIORLAND LIBRARY COOP				475.00
GRAND TOTAL:				1,220.44

MENOMINEE COUNTY BOARD OF COMMISSIONERS AGENDA ITEM

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

Submitted by: Jason Carviou

04/09/2020
Date

WORKSHOP ACTION

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

COUNTY BOARD ACTION

DATE:

	Approved
	Disapproved
	Approved with the following change(s):

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

DELTA CO. BOARD MEMBERS

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

DICKINSON CO. BOARD MEMBERS

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

MENOMINEE CO. BOARD MEMEBERS

**JEFF NASER, CHAIR
GARY EICHHORN
SHEILA VERAGHEN**

DIRECTOR

MATTHEW YOHE

Approved 1/23/20

Date: December 19, 2019

The regular meeting of the Delta, Dickinson & Menominee County Department of Health and Human Services Board was called to order by Katie Driscoll-Dickinson Co. Board Chair at 1:01 PM CST. The meeting was held at the Pinecrest Medical Care Facility Board Room, N15995 Main Street, Powers, MI 49874

ROLL CALL

Present: Katie Driscoll-Dickinson Co. Board Chair, Mary Gagala-Dickinson Co. Board Member, Winnie Fornetti-Dickinson Co. Board Member, Jeff Naser-Menominee Co. Board Chair & Sheila Veraghen-Menominee Co. Board Member

Others Present: Matthew Yohe-Board Secretary, Megan Chartier-DHHS Executive Secretary, Theresa Nelson-Delta Co. Board of Commissioners & Barbara Kramer-Dickinson Co. Board of Commissioners

Absent: Stacey Randall-Delta Co. Board Chair, Donna Schomin-Delta Board Member, Mary Olson-Delta Co. Board Member, Gary Eichhorn-Menominee Co. Board Member, Gerald Piche-Menominee Co. Commissioner & Bernie Lang-Menominee Co. Board of Commissioners

APPROVAL OF AGENDA:

The motion to approve the agenda was made by Mr. Jeff Naser-Menominee Co. Board Chair and seconded by Ms. Sheila Veraghen-Menominee Co. Board Member. Motion was passed without opposition.

APPROVAL OF MINUTES:

The motion to approve the Delta County minutes for November 21, 2019 was tabled.

The motion to approve the Dickinson County minutes for November 21, 2019 was made by Ms. Mary Gagala-Dickinson County Board Member and seconded by Ms. Winnie Fornetti-Dickinson Co. Board Member. Motion passed without opposition.

The motion to approve the Menominee County minutes for November 21, 2019 was made by Ms. Sheila Veraghen-Menominee County Board Member and seconded by Mr. Jeff Naser-Menominee Co. Board Chair. Motion passed without opposition.

FINANCIAL REPORT:

Delta County:

The financial report for November 2019 was reviewed. There were \$60.00 in expenditures for the DHHS Board members, leaving a balance of \$1,476.54.

Approval of Financial Report: Financials were reviewed and tabled.

Dickinson County:

The financial report for November 2019 was reviewed. There were \$24.18 in expenditures for the DHHS Board members, leaving a balance of \$106.64

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

Approval of Financial Report: Financials were reviewed and approved. Motion was made by Ms. Mary Gagala-Dickinson County Board Member and seconded by Ms. Winnie Fornetti-Dickinson Co. Board Member. Motion passed without opposition.

Menominee County:

The financial report for November 2019 was reviewed. There were \$100.00 in expenditures for the DHHS Board members, and \$50.00 for room rental payment leaving a balance of \$2,650.00.

Approval of Financial Report: Financials were reviewed and approved. Motion was made by Mr. Jeff Naser-Menominee Co. Board Chair and seconded by Ms. Sheila Veraghen-Menominee Co. Board Member. Motion was passed without opposition.

DIRECTOR'S REPORT:

- Received a draft staffing allocation.
- Two AP supervisors did a training to 26 managers downstate regarding UCL.
- Child Welfare-changing computer system (MiSACWIS) 5-year plan.
- Licensing-there will be vast changes made regarding family care.

Business Plan Update: Mr. Yohe, provided an update on current fiscal year data:

Delta County:

Operating Funds: Allocation for FY 2020 is \$12,506.00. Year-to-date expenditures are: \$4,897.02. This constitutes 39.2% of the allocation spent with 17% of the fiscal year elapsed.

Travel Funds: Allocation for FY 2020 is \$49,492.00. Year-to-date expenditures are: \$3,101.58. This constitutes 6.3% of the allocation spent.

Assistance Payments: Standard of Promptness: 95.35%. Business Service Center 1 average is 90.46%. Statewide Average is 96.34%.

Family Independence Program Work Participation Rate: N/A. Year to date average is 60%. Federal goal is 50%. U.P. average & statewide average are not available at this time.

Dickinson County:

Operating Funds: Allocation for FY 2020 is \$28,882.00. Year-to-date expenditures are: \$407.09. This constitutes 1.4% of the allocation spent with 17% of the fiscal year elapsed.

Travel Funds: Allocation for FY 2020 is \$30,950.00. Year-to-date expenditures are: \$3,031.86. This constitutes 9.8% of the allocation spent.

Assistance Payments: Standard of Promptness: 95.48%. Business Service Center 1 average is 90.46%. Statewide Average is 96.34%.

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

Menominee County:

Operating Funds: Allocation for FY 2020 is \$25,896.00. Year-to-date expenditures are: \$3,247.78. This constitutes 12.5% of the allocation spent with 17% of the fiscal year elapsed.

Travel Funds: Allocation for FY 2020 is \$35,261. Year-to-date expenditures are: \$2,947.76. This constitutes 8.4% of the allocation spent.

Assistance Payments: Standard of Promptness: 95.56%. Business Service Center 1 average is 90.46%. Statewide Average is 96.34%.

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

Miscellaneous:

Assistance Payments: Mr. Yohe reviewed customer information as follows:

Total cases, recipients and payments for FIP, FAP, SDA, CDC and SER benefits for the month of October 2019:

Delta County:

- Family Independence Program: 27 cases; 47 recipients; \$6,713 in benefits provided.
- Food Assistance Program: 2,095 cases; 3,605 recipients; \$380,032 in benefits provided.
- State Disability Assistance: 10 cases; 10 recipients; \$1,900 in benefits provided.
- Child Development and Care: 84 cases; 139 recipients; \$55,489 in benefits provided.
- State Emergency Relief: 50 cases; \$28,524 in benefits provided.
- Unduplicated total for the month: 2,186 cases; 3,765 recipients; \$472,658 in benefits provided.

Total Eligible Medicaid Cases and Recipients:

- Family Medicaid: 1,085 cases; 2,206 recipients
- Other Children < Age 21: 249 cases; 258 recipients
- Pregnant Women & Children Under 19: 898 cases; 1,507 recipients
- MiChild: 132 cases; 215 recipients
- Non-SSI Aged, Blind & Disabled: 1,047 cases; 1,092 recipients
- SSI Aged, Blind & Disabled: 954 cases; 954 recipients
- Medicaid Eligible Total: 3,941 cases, 6,234 recipients

Healthy Michigan Program (HMP)

Delta County: 2,153 total cases and 2,412 total recipients

Dickinson County

- Family Independence Program: 5 cases; 6 recipients; \$1,179 in benefits provided.
- Food Assistance Program: 1,144 cases; 1,987 recipients; \$206,491 in benefits provided.
- State Disability Assistance: 3 cases; 3 recipients; \$525 in benefits provided.
- Child Development and Care: 47 cases; 68 recipients; \$27,157 in benefits provided.
- State Emergency Relief: 25 cases; \$11,497 in benefits provided.
- Unduplicated total for the month: 1,191 cases; 2,068 recipients; \$246,849 in benefits provided.

Total Eligible Medicaid Cases and Recipients:

- Family Medicaid: 759 cases; 1,503 recipients
- Other Children < Age 21: 172 cases; 178 recipients
- Pregnant Women & Children Under 19: 621 cases; 1,065 recipients
- MiChild: 94 cases; 159 recipients
- Non-SSI Aged, Blind & Disabled: 653 cases; 670 recipients

- SSI Aged, Blind & Disabled: 490 cases; 490 recipients
- Medicaid Eligible Total: 2,533 cases, 4,069 recipients

Healthy Michigan Program (HMP)

Dickinson County: 1,392 total cases and 1,523 total recipients

Menominee County

- Family Independence Program: 15 cases; 25 recipients; \$3,848 in benefits provided.
- Food Assistance Program: 1,032 cases; 1,829 recipients; \$192,981 in benefits provided.
- State Disability Assistance: 4 cases; 4 recipients; \$700 in benefits provided.
- Child Development and Care: 23 cases; 33 recipients; \$12,310 in benefits provided.
- State Emergency Relief: 20 cases; \$11,877 in benefits provided.
- Unduplicated total for the month: 1,068 cases; 1,880 recipients; \$221,716 in benefits provided.

Total Eligible Medicaid Cases and Recipients:

- Family Medicaid: 660 cases; 1,382 recipients
- Other Children < Age 21: 103 cases; 103 recipients
- Pregnant Women & Children Under 19: 511 cases; 891 recipients
- MiChild: 67 cases; 121 recipients
- Non-SSI Aged, Blind & Disabled: 587 case; 611 recipients
- SSI Aged, Blind & Disabled: 466 cases; 466 recipients
- Medicaid Eligible Total: 2,168 cases, 3,575 recipients

Healthy Michigan Program (HMP)

Menominee County: 1,180 total cases and 1,323 total recipients

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

Child Welfare

	<u>Delta</u>	<u>Dickinson</u>	<u>Menominee</u>
Commencements	92%	100%	90%
CPS Face to Face	89%	100%	57%
CPS Ongoing Child F2F	83%	100%	86%
CPS Ongoing Caregiver F2F	80%	100%	90%
CPS Services Plans	100%	100%	97%
CPS Plan Approval	100%	100%	89%
CFC Service Plans	100%	100%	100%
CFC Approval	100%	100%	100%
DHHS Medical	100%	100%	100%
DHHS Dental	100%	100%	
CFC Worker/Child Contacts	89%	100%	100%
CFC Worker/Parent Contacts	100%	78%	53%

CFC Worker/Supervisor Contacts	100%	100%	100%
CFC Parent/Child Contacts	78%	55%	52%
CFC Return Home Contacts		50%	
CFC Sibling Contacts			0%

Approval of Directors Report:

The motion to approve the Directors Report was made by Ms. Sheila Veraghen-Menominee County Board Member and seconded by Mr. Jeff Naser-Menominee Co. Board Chair. Motion passed without opposition.

UNIT REPORT: None

BOARD BUSINESS:

Review & Approval of Vouchers:

Delta County: Vouchers were reviewed and tabled.

Dickinson County: Vouchers were reviewed and approved. Motion was made by Ms. Winnie Fornetti -Dickinson Co. Board Member and seconded by Ms. Katie Driscoll - Dickinson Co. Board Chair. Motion was passed without opposition.

Menominee County: Vouchers were reviewed and approved. Motion was made by Mr. Jeff Naser-Menominee County Board Chair. and seconded by Ms. Sheila Veraghen-Menominee Co. Board Member

MCSSA: Next MCSSA District One Meeting is April 24, 2020 at 11:00 EST at the Delta County DHHS Office located at 305 Ludington Street, Escanaba, MI 49829.

NEW BUSINESS: None

PUBLIC COMMENT:

Barbara Kramer-Dickinson County Board of Commissioner updated the board members on Dickinson County matters: Dickinson County Victims Unit is completely trained as of October, where they got their first call that week. Dickinson County Diving Recovery Team is working with Delta County. There will be a Child Advocacy located in the Caring House. MCSC are looking for more board members and looking at fundraising efforts. DISCA is also looking for board members.

Theresa Nelson-Delta County Board of Commissioner shared that there will be a Veterans Clinic (located in the old MQT General building) opening sometime in April or May and will be open 5 days a week.

NEXT MEETING: Thursday, January 23, 2020 at the Pinecrest Medical Care Faculty Board Room at 1:00 PM CST

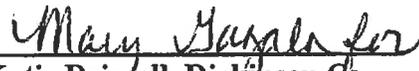
ADJOURNMENT: Motion was made by Ms. Mary Gagala-Dickinson Co. Board Member and seconded by Ms. Winnie Fornetti-Dickinson Co. Board Member. Motion was passed without opposition. Meeting was adjourned at 1:47 PM CST



Matthew Yone
Board Secretary



Stacey Randall, Delta Co.
Board Chairperson



Katie Driscoll, Dickinson Co.
Board Chairperson

Jeff Naser, Menominee Co.
Board Chairperson

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

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

DELTA CO. BOARD MEMBERS

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

DICKINSON CO. BOARD MEMBERS

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

MENOMINEE CO. BOARD MEMEBERS

**JEFF NASER, CHAIR
GARY EICHHORN
SHEILA VERAGHEN**

DIRECTOR

MATTHEW YOHE

Date: January 23, 2020

The regular meeting of the Delta, Dickinson & Menominee County Department of Health and Human Services Board was called to order by Sue Asplund, Acting Secretary at 1:05 PM CST. The meeting was held at the Pinecrest Medical Care Facility Board Room, N15995 Main Street, Powers, MI 49874

ROLL CALL

Present: Donna Schomin-Delta Board Member, Mary Olson-Delta Co. Board Member, Mary Gagala-Dickinson Co. Board Member, Winnie Fornetti-Dickinson Co. Board Member

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

Absent: Matthew Yohe-Board Secretary Stacey Randall-Delta Co. Board Chair, Katie Driscoll-Dickinson Co. Board Chair, Barbara Kramer-Dickinson Co. Board of Commissioners, Jeff Naser-Menominee Co. Board Chair, Sheila Veraghen-Menominee Co. Board Member, Gary Eichhorn-Menominee Co. Board Member, & Bernie Lang-Menominee Co. Board of Commissioners

APPROVAL OF AGENDA:

The motion to approve the agenda was made by Ms. Mary Gagala-Dickinson Co. Board Member and seconded by Ms. Donna Schomin-Delta Co. Board Member. Motion was passed without opposition.

APPROVAL OF MINUTES:

The motion to approve the Delta County minutes for November 21, 2019 was made by Ms. Donna Schomin-Delta County Board Member and seconded by Ms. Mary Olson-Delta County Board Member.

The motion to approve the Delta County Minutes for December 19, 2019 was made by Ms. Donna Schomin-Delta County Board Member and seconded by Ms. Mary Olson-Delta County Board Member.

The motion to approve the Dickinson County minutes for December 19, 2019 was made by Ms. Mary Gagala-Dickinson County Board Member and seconded by Ms. Winnie Fornetti-Dickinson Co. Board Member. Motion passed without opposition.

The motion to approve the Menominee County minutes for December 19, 2019 was tabled.

FINANCIAL REPORT:

Delta County:

The financial report for December 2019 was reviewed. There were \$60.00 in expenditures for the DHHS Board members, leaving a balance of \$1,476.54.

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

Dickinson County:

The financial report for December 2019 was reviewed. There were \$24.18 in expenditures for the DHHS Board members, leaving a balance of \$82.46

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

Approval of Financial Report: Financials were reviewed and approved. Motion was made by Ms. Mary Gagala-Dickinson County Board Member and seconded by Ms. Winnie Fornetti-Dickinson Co. Board Member. Motion passed without opposition.

Menominee County:

The financial report for December 2019 was reviewed. There were \$100.00 in expenditures for the DHHS Board members, and \$50.00 for room rental payment leaving a balance of \$2,500.00.

Approval of Financial Report: Financials were reviewed and tabled.

DIRECTOR'S REPORT:

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

Delta County:

Operating Funds: Allocation for FY 2020 is \$12,506.00. Year-to-date expenditures are: \$6,600.89. This constitutes 52.8% of the allocation spent with 25% of the fiscal year elapsed.

Travel Funds: Allocation for FY 2020 is \$49,492.00. Year-to-date expenditures are: \$4,264.81. This constitutes 8.6% of the allocation spent.

Assistance Payments: Standard of Promptness: 91.1%. Business Service Center 1 average is 89.03%. Statewide Average is 95.29%.

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

Dickinson County:

Operating Funds: Allocation for FY 2020 is \$28,882.00. Year-to-date expenditures are: \$1,826.62. This constitutes 6.3% of the allocation spent with 25% of the fiscal year elapsed.

Travel Funds: Allocation for FY 2020 is \$30,950.00. Year-to-date expenditures are: \$4,325.03. This constitutes 14% of the allocation spent.

Assistance Payments: Standard of Promptness: 91.13%. Business Service Center 1 average is 89.03%. Statewide Average is 95.29%.

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

Menominee County:

Operating Funds: Allocation for FY 2020 is \$25,896.00. Year-to-date expenditures are: \$12,290.08. This constitutes 47.5% of the allocation spent with 25% of the fiscal year elapsed.

Travel Funds: Allocation for FY 2020 is \$35,261. Year-to-date expenditures are: \$4,946.02. This constitutes 14.0% of the allocation spent.

Assistance Payments: Standard of Promptness: 93.62%. Business Service Center 1 average is 89.03%. Statewide Average is 95.29%.

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

Miscellaneous:

Assistance Payments: Ms. Asplund reviewed customer information as follows:
Total cases, recipients and payments for FIP, FAP, SDA, CDC and SER benefits for the month of November 2019:

Delta County:

- Family Independence Program: 28 cases; 49 recipients; \$6,958 in benefits provided.
- Food Assistance Program: 2,098 cases; 3,609 recipients; \$371,791 in benefits provided.
- State Disability Assistance: 9 cases; 9 recipients; \$2,525 in benefits provided.
- Child Development and Care: 83 cases; 133 recipients; \$48,651 in benefits provided.
- State Emergency Relief: 73 cases; \$36,673 in benefits provided.
- Unduplicated total for the month: 2,188 cases; 3,775 recipients; \$466,597 in benefits provided.

Total Eligible Medicaid Cases and Recipients:

- Family Medicaid: 1,079 cases; 2,177 recipients
- Other Children < Age 21: 246 cases; 256 recipients
- Pregnant Women & Children Under 19: 904 cases; 1,528 recipients
- MiChild: 134 cases; 219 recipients
- Non-SSI Aged, Blind & Disabled: 1,038 cases; 1,083 recipients
- SSI Aged, Blind & Disabled: 953 cases; 953 recipients
- Medicaid Eligible Total: 3,941 cases, 6,218 recipients

Healthy Michigan Program (HMP)

Delta County: 2,166 total cases and 2,424 total recipients

Dickinson County

- Family Independence Program: 8 cases; 20 recipients; \$2,079 in benefits provided.
- Food Assistance Program: 1,168 cases; 2,007 recipients; \$208,601 in benefits provided.
- State Disability Assistance: 4 cases; 4 recipients; \$800 in benefits provided.
- Child Development and Care: 47 cases; 69 recipients; \$26,081 in benefits provided.
- State Emergency Relief: 11 cases; \$5,911 in benefits provided.
- Unduplicated total for the month: 1,213 cases; 2,083 recipients; \$243,490 in benefits provided.

Total Eligible Medicaid Cases and Recipients:

- Family Medicaid: 749 cases; 1,489 recipients
- Other Children < Age 21: 181 cases; 185 recipients
- Pregnant Women & Children Under 19: 618 cases; 1,061 recipients
- MiChild: 98 cases; 168 recipients

- Non-SSI Aged, Blind & Disabled: 651 cases; 668 recipients
- SSI Aged, Blind & Disabled: 489 cases; 489 recipients
- Medicaid Eligible Total: 2,529 cases, 4,063 recipients

Healthy Michigan Program (HMP)

Dickinson County: 1,421 total cases and 1,555 total recipients

Menominee County

- Family Independence Program: 14 cases; 23 recipients; \$3,445 in benefits provided.
- Food Assistance Program: 1,023 cases; 1,795 recipients; \$188,673 in benefits provided.
- State Disability Assistance: 5 cases; 5 recipients; \$849 in benefits provided.
- Child Development and Care: 23 cases; 32 recipients; \$10,980 in benefits provided.
- State Emergency Relief: 25 cases; \$18,601 in benefits provided.
- Unduplicated total for the month: 1,066 cases; 1,859 recipients; \$222,548 in benefits provided.

Total Eligible Medicaid Cases and Recipients:

- Family Medicaid: 658 cases; 1,400 recipients
- Other Children < Age 21: 104 cases; 105 recipients
- Pregnant Women & Children Under 19: 512 cases; 884 recipients
- MiChild: 66 cases; 120 recipients
- Non-SSI Aged, Blind & Disabled: 570 case; 593 recipients
- SSI Aged, Blind & Disabled: 477 cases; 477 recipients
- Medicaid Eligible Total: 2,170 cases, 3,580 recipients

Healthy Michigan Program (HMP)

Menominee County: 1,181 total cases and 1,320 total recipients

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

Child Welfare

	<u>Delta</u>	<u>Dickinson</u>	<u>Menominee</u>
Commencements	100%	100%	93%
CPS Face to Face	100%	100%	85%
CPS Ongoing Child F2F	100%	100%	100%
CPS Ongoing Caregiver F2F	100%	100%	100%
CPS Services Plans	94%	100%	100%
CPS Plan Approval	100%	100%	100%
CFC Service Plans	100%	100%	100%
CFC Approval	100%	100%	100%
DHHS Medical	100%	100%	100%
DHHS Dental		100%	
CFC Worker/Child Contacts	100%	100%	60%

CFC Worker/Parent Contacts	100%	50%	67%
CFC Worker/Supervisor Contacts	100%	100%	86%
CFC Parent/Child Contacts	89%	38%	20%
CFC Return Home Contacts		100%	
CFC Sibling Contacts			

Approval of Directors Report:

The motion to approve the Directors Report was made by Ms. Mary Olson-Delta County Board Member and seconded by Ms. Donna Schomin-Delta Co. Board Chair. Motion passed without opposition.

UNIT REPORT: None

BOARD BUSINESS:

Review & Approval of Vouchers:

Delta County: Vouchers were reviewed and approved. Motion was made by Ms. Donna Schomin-Delta Co. Board Member and seconded by Ms. Mary Olson -Delta Co. Board Chair. Motion was passed without opposition.

Dickinson County: Vouchers were reviewed and approved. Motion was made by Ms. Winnie Fornetti -Dickinson Co. Board Member and seconded by Ms. Mary Gagala - Dickinson Co. Board Member. Motion was passed without opposition.

Menominee County: Vouchers were reviewed and tabled.

MCSSA: Next MCSSA District One Meeting is April 24, 2020 at 11:00 EST at the Delta County DHHS Office located at 305 Ludington Street, Escanaba, MI 49829.

NEW BUSINESS: None

PUBLIC COMMENT:

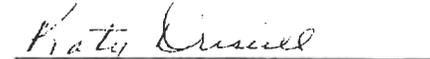
Theresa Nelson-Delta County Board of Commissioner asked if the MCSSA District One Meeting room was reserved for April 24, 2020 meeting at the Delta County State office.

NEXT MEETING: Thursday, February 27, 2020 at the Pinecrest Medical Care Faculty Board Room at 1:00 PM CST

ADJOURNMENT: Motion was made by Ms. Donna Schomin-Delta County Board Member and seconded by Ms. Mary Olson-Delta Co. Board Member. Motion was passed without opposition. Meeting was adjourned at 1:30 PM CST


Matthew Yohe
Board Secretary


Stacey Randall, Delta Co.
Board Chairperson


Katie Driscoll, Dickinson Co.
Board Chairperson


Jeff Naser, Menominee Co.
Board Chairperson

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

MENOMINEE COUNTY LIBRARY BOARD

Minutes February 11, 2020

Approved: March 10, 2020

C. Peterson called the meeting of the Menominee County Library Board to order at 3:02 PM on Tuesday February 11, 2020

Present: C. Peterson, M. Fagan, A. Rivard, arriving late Commissioner J. Hafeman

Absent M. Lyons, A. Rock

REORGANIZATIONAL MEETING

Director Winnicki called for nominations for President. C. Peterson was nominated, and elected unanimously.

C. Peterson called for nominations for Vice President, M. Fagan was nominated and elected unanimously.

C. Peterson moved to accept the meeting dates and times as presented, support A. Rivard. Motion carried.

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

Public Participation: No public comments

M. Fagan moved to approve the minutes from the January 14, 2020, support by A. Rivard. Motion carried.

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

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

Director's Report

Review of the continued sharp decline in penal fine revenue in comparison to the last 3 years; it has dropped more than half. The Cabin Fever Family fun day sponsored by the Friends on February 8th was well attended. We continue to receive positive compliments on the new shelf arrangements. Summer Reading programs are being planned for Hermansville, Carney and the main library. Library staff has been moving forward on the Hannahville grant. Progress on the nonfiction inventory is about 80 % complete.

We are looking into relocating the "Friends" book sale in order to repurpose the small room off the Hayward room as a study/meeting space. The final details for the Gazebo project are coming together and hopefully will be completed this spring.

New Business:

Jason Carviou, County Administrator, discussed the Library Millage proposal and what options are probable if it does not pass. He will be working on County department budgets starting in March. His intention is that this process will be orderly, with minimal last minute issues. He provided the Library Board with an overview of County Budget issues and answered questions.

The Library telephones are now on the County contract and the intention is to roll library telephone service into the county system as that project moves forward.

Discussion on use of the Library side yard by the City of Stephenson as it relates to what type of structures would be considered.

Administrator Carviou urged the Library Board and Library Staff to work on ways to increase revenues and to develop a long range plan for library sustainability.

Public Participation: Commissioner L. Schei stated that he enjoyed working with the Library Board these past years.

N. Tuinstra thanked Administrator Carviou for coming and providing information about the upcoming millage.

As there was no further business, M. Fagan moved to adjourn the meeting, support by A. Rivard. Motion carried. Meeting adjourned at 3:47 PM.

Submitted by: Amanda Winnicki, Library Director

MENOMINEE COUNTY BOARD OF COMMISSIONERS DISCUSSION ITEM

SUBJECT:	COVID-19 UPDATES
DEPARTMENT:	Administration
ATTACHMENTS:	No
SUMMARY:	
<p>County Administrator will talk about COVID-19 and the Continuation of Pay/Furloughs; Hazard Pay; Continuation of Limited Services/Access & Remote Work; Jail Capacity Plan; April 28 County Board meeting venue change; Delay Opening of County Campgrounds, and Rescheduling "Reservation Day" to May 11, 2020 (currently April 27, 20)</p>	
RECOMMENDED MOTION	

Submitted by: Jason Carviou

04/09/2020
Date

WORKSHOP ACTION

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

COUNTY BOARD ACTION

DATE:

	Approved
	Disapproved
	Approved with the following change(s):



GENERAL TEAMSTERS Local Union No. 406

Affiliated with the
International Brotherhood of Teamsters

DAVID DUMOND
President

ROBERT KOKX
Vice-President

TERRY HOOGERHYDE
Recording Secretary

JOHN GOODIN
Trustee

TERRY SZCZEPANSKI
Trustee

BRIAN GROENEVELD
Trustee

Ellis P. Wood

Secretary-Treasurer / Principal Officer

April 6, 2020

Sent Via E-mail

Jason Carviou, County Administrator
County of Menominee
839 10th Avenue
Menominee, MI 49858

RE: HERO/HAZARDOUS DUTY PAY

Dear Administrator Carviou,

I am writing on behalf of your employees, our members within the Corrections Unit, Road Patrol Unit, Supervisors Unit, and Courthouse Unit who have been tasked with the monumental job of continuing to supply essential services to the great people of Menominee County. During this high pressure and stressful period in their lives, we are requesting you to consider providing your employees some "Hero" or "Hazardous Duty" pay for working in an environment that is not conducive to their overall health and well-being. This is an unprecedented time where frankly speaking, no employee chooses to be exposed to the general public.

This Local Union sincerely appreciates the good jobs you provide for our members and the financial support these good jobs provide for the community, in general. Please consider providing some additional financial support to your employees that will help with the extra expenses we all continue to incur during this time. Please reward them for the obvious risk posed to not only their health and well-being, but also their family's health and well-being.

Thank you for your consideration in this matter.

With that, I remain;

Respectfully yours,

Anthony LaPlant, Business Agent
General Teamsters Local Union No. 406

AL:td

Cc: Steward(s)

MENOMINEE COUNTY BOARD OF COMMISSIONERS DISCUSSION ITEM

SUBJECT:	Bagley Tower Project
DEPARTMENT:	Administration
ATTACHMENTS:	No
SUMMARY:	
The board will open the sealed the bid received (only one received).	
RECOMMENDED MOTION	

Submitted by: Jason Carviou

04/09/2020
Date

WORKSHOP ACTION

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

COUNTY BOARD ACTION

DATE:

	Approved
	Disapproved
	Approved with the following change(s):

MENOMINEE COUNTY BOARD OF COMMISSIONERS DISCUSSION ITEM

SUBJECT:	Planning Commission Appointment
DEPARTMENT:	Administration
ATTACHMENTS:	Yes
SUMMARY:	
<p>There are two positions about to expire (at the end of April). Neither of the two members would like to return. Only one application was received, Kathleen Branz, for the Recreational/Tourism available position.</p>	
RECOMMENDED MOTION	

Submitted by: Jason Carviou

04/09/2020
Date

WORKSHOP ACTION

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

COUNTY BOARD ACTION

DATE:

	Approved
	Disapproved
	Approved with the following change(s):

Sherry DuPont

From: Kathleen Branz <pbranz@alphacomm.net>
Sent: Friday, March 13, 2020 12:24 PM
To: Sherry DuPont
Subject: Application for Appointment-electronic submission Submission

First Name: Kathleen

Last Name: Branz

Address: W8283 Bird Road

City: Vulcan

State: Michigan

Zip Code: 49892

Email Address: pbranz@alphacomm.net

Phone Number: 906-438-2221

Comments: I am interested in the development of Menominee County. As part of the Parks and Recreation Committee I would be interested in the **recreational and tourism appointment.**

What board or committee are you applying for?: **Menominee County Planning Commission**

Are you at least 18 years of age?: Yes

Are you currently registered to vote?: Yes

Current Employer and telephone number; Indicate your title and nature of your work.: Retired

Please indicate education level and degrees received:: Associates in Accounting Auto Cad and Business

Do you currently hold any County appointments or elected positions? If yes, please explain.: Menominee County Parks and Recreation Committee, Secretary, Faithorn Township Clerk, Menominee County MTA, Secretary

Have you previously held any appointments and/or elected positions? If yes, please explain.: Yes, see above

Have you ever been convicted of a felony? If yes, list each, giving date, nature of offense or violation, name and location of court, the penalty imposed, if any, or the disposition of the case. A conviction will not automatically bar you from an appointment.: NO

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): No

List any family members who are or have been employed by Menominee County or are or have been elected to County offices?: None

Is this an application for re-appointment?

If yes, how many years have you served on this board? Please indicate your attendance record for the term(s) served.

Comments:: No

Briefly indicate your qualifications for appointment to this specific board and why you believe your appointment will benefit Menominee County.: I am interested in the development of recreation and tourism to help the economics of Menominee County. I feel we have opportunities that have not been explored.

I hereby apply for an appointment 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.

(Please sign the box, by typing your name here.): Kathleen Branz

**MENOMINEE COUNTY BOARD OF COMMISSIONERS
DISCUSSION ITEM**

SUBJECT:	2019/20 Budget Amendments – Group #2
DEPARTMENT:	Administration
ATTACHMENTS:	Yes
SUMMARY:	
<p>There are many budget amendments to be approved. Mostly Grants received and non-lapsing funds that can be entered back into the current budget to be used. We would like to move this forward for approval at this meeting, but it's not urgent that we do.</p>	
RECOMMENDED MOTION	

Submitted by: Jason Carviou

04/09/2020
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):

BUDGET AMENDMENT - GROUP #2

4	11/14/2019	Receipt of Hannahville Grant - Outfitting Squad Vehicle	\$	9,900.00	101-000-441.02
			\$	9,900.00	101-301-934.03
5	11/21/2019	Closing out the Computer Science Fund (218) and moving the remaining fund balance to the newly created Technology Services Fund for Equipment Purchases	\$	(2,311.29)	218-999-999.00
			\$	2,311.29	101-228-970.01
			\$	2,311.29	101-000-699.05
6	1/7/2020	Per Jason, we are changing the way the CAFA attorney assessment fees are paid - 80/20 split.	\$	(5,000.00)	260-000-606.00
7	1/7/2020	Hannahville Grant received for the Library	\$	9,750.00	271-000-441.00
			\$	750.00	271-790-727.01
			\$	500.00	271-790-742.00
			\$	400.00	271-790-932.00
			\$	8,100.00	271-790-982.00
8	12/3/2019	CB approved to create an overtime account for the PA's Office	\$	2,242.63	101-267-706.00
			\$	137.77	101-267-715.00
			\$	32.22	101-267-715.01
			\$	87.38	101-267-718.00
9	12/3/2019	CB approved the purchase of a tractor from Beaver Machine - Funds to be taken out of GF Fund Balance	\$	2,746.00	101-265-970.02
10	2/5/2020	Increase of \$13,000 for SRP Grant per the SOM	\$	13,000.00	205-000-543.00
			\$	9,395.00	205-316-704.00
			\$	1,111.00	205-316-715.00
			\$	121.00	205-316-715.01
			\$	1,218.00	205-316-716.00
			\$	1,155.00	205-316-718.00
11	12/31/2019	Hannahville grant received for VOIP Telephone Upgrades	\$	10,000.00	101-000-441.01
			\$	10,000.00	101-172-934.03
12	12/31/2019	Hannahville grants received for EMS (Safety Sinage Emergency Responders, GPS units for Co. Search & Rescue, Em. Response kits for EMS providers)	\$	6,251.00	101-000-441.04
			\$	2,876.00	101-426-934.02
			\$	1,575.00	101-426-934.02
			\$	1,800.00	101-426-934.02
13	12/31/2019	Merit Fiber for Courthouse & Annex - increase in cost due to adding Distibuted Denial of Service (DDOS) protection service. - From GF Fund Balance	\$	1,094.00	101-228-851.01
14	11/13/2019	DHS Grant was approved to add \$25,000 - this will decrease the County Operating Transfer	\$	25,000.00	292-000-544.00
			\$	(25,000.00)	292-000-699.02
			\$	(25,000.00)	101-999-999.17
15	10/1/2019	MERS Additional Payments (Non Lapsing) From Designated Fund Balance (101-000-393.03)	\$	500,000.00	101-103-718.02
NON LAPS					
16	10/1/2019	Telephone Replacement (Non Lapsing) From Designated Fund Balance (101-000-393.03)	\$	75,476.35	101-103-970.19
NON LAPS					

17 NON LAPS	10/1/2019	Website - Software Updates (Non Lapsing) From Designated Fund Balance (101-000-393.03)	\$	10,000.00	101-103-851.02
18 NON LAPS	10/1/2019	Energy Conservation (Non Lapsing) From Designated Fund Balance (101-000-393.04)	\$	681.67	101-265-970.12
19 NON LAPS	10/1/2019	Cyber Security Risk Assessment (Non Lapsing) From Designated Fund Balance (101-000-393.03)	\$	18,500.00	101-103-970.20
20 NON LAPS	10/1/2019	Drug Testing Supplies (Non Lapsing) From Designated Fund Balance (296-000-393.02)	\$	3,249.34	296-667-730.00
21 NON LAPS	10/1/2019	Child Care Beautification (Non Lapsing) From Designated Fund Balance (296-000-393.03)	\$	6,148.03	296-667-801.01
22 NON LAPS	10/1/2019	Teen Court (Non Lapsing) From Designated Fund Balance (296-000-393.04)	\$	1,777.92	296-667-801.02
23 NON LAPS	10/1/2019	Library Restricted Purchases (Non Lapsing) From Designated Fund Balance (271-000-393.03)	\$	6,440.16	271-790-727.03
24 NON LAPS	10/1/2019	Bookmobile Maintenance (Non Lapsing) From Designated Fund Balance (271-000-393.01)	\$	246.12	271-790-932.00
25 NON LAPS	10/1/2019	Road Patrol Hannahville Grant (Non Lapsing) From Designated Fund Balance (205-000-393.02)	\$	26,741.56	205-315-934.03
26 NON LAPS	10/1/2019	Bailey Park Electric to Bathroom (Non Lapsing) From Designated Fund Balance (208-000-393.03)	\$	15,600.00	208-751-970.04
27 NON LAPS	10/1/2019	Picnic Tables (Non Lapsing) From Designated Fund Balance (208-000-393.03)	\$	3,894.35	208-751-970.02
28 NON LAPS	10/1/2019	K9 Avery (Non Lapsing) From Designated Fund Balance (281-000-393.01)	\$	7,141.15	281-345-881.01
29 NON LAPS	10/1/2019	911 Hannahville Grant (Non Lapsing) From Designated Fund Balance (266-000-393.04)	\$	5,527.04	266-325-728.02

MENOMINEE COUNTY BOARD OF COMMISSIONERS DISCUSSION ITEM

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

Submitted by: Jason Carviou

04/09/2020
Date

WORKSHOP ACTION

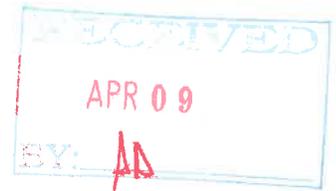
	Forwarded to County Board for Approval as Recommended
	Reviewed with no motion to carry forward
	Continue after additional review/research is obtained
	Recommended with the following change(s):

COUNTY BOARD ACTION

DATE:

	Approved
	Disapproved
	Approved with the following change(s):

MENOMINEE COUNTY BOARD OF COMMISSIONERS REIMBURSEMENT VOUCHER



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

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

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

Name: Gerald L. Piche ~ District 7

Date	Meeting Place	# of miles	X .575/mile	Total Cost	Account Number
3/10/2020	Courthouse - County Board	72		41.40	101-101-860.00
					101-101-860.00
3/17/20	Courthouse - County Board	72		41.40	101-101-860.00
					101-101-860.00
3/19/20	Pinecrest - DHS	—		—	101-101-860.00
					101-101-860.00
3/19/20	Pinecrest - Board	14		8.05	101-101-860.00
					101-101-860.00
3/24/20	Courthouse County Board	72		41.40	101-101-860.00
		230	Total Mileage		
				Total Mileage Fee	132.25

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

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

Gerald Piche

Signed

4/7/2020

Date

(COPY)

**MENOMINEE COUNTY
BOARD OF COMMISSIONERS
REIMBURSEMENT VOUCHER**

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

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

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

Name: David Prestin ~ District 6

Date	Meeting Place	# of miles	X .575/mile	Total Cost	Account Number
2/19/20	Annex Building	24		13.80	
2/25/20	Annex Building	24		13.80	101-101-860.00
					101-101-860.00
					101-101-860.00
					101-101-860.00
					101-101-860.00
					101-101-860.00
					101-101-860.00
					101-101-860.00
					101-101-860.00
					101-101-860.00
			Total Mileage	48	
					Total Mileage Fee
					27.60

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

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

David C. Prestin
Signed

3/30/2020
Date

**MENOMINEE COUNTY
BOARD OF COMMISSIONERS
REIMBURSEMENT VOUCHER**

MAR 31

AS

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

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

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

Name: Larry Schei ~ District 4

Date	Meeting Place	# of miles	X .575/mile	Total Cost	Account Number
3/10/20	COURTHOUSE	16		\$ 9.20	101-101-860.00
3/17/20	COURTHOUSE	16		9.20	101-101-860.00
3/19/20	TELEPHONE CONF.	—		—	101-101-860.00
3/24/20	COURTHOUSE	16		9.20	101-101-860.00
					101-101-860.00
					101-101-860.00
					101-101-860.00
					101-101-860.00
					101-101-860.00
			Total Mileage		
				Total Mileage Fee	27.60

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

AS

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

Larry Schei

Signed

3/31/20

Date

**MENOMINEE COUNTY
BOARD OF COMMISSIONERS
REIMBURSEMENT VOUCHER**

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

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

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

Name: Bernie Lang ~ District 2

Date 2020	Meeting Place	# of miles	X .575/mile	Total Cost	Account Number
03-12	ESCANABA	110			101-101-860.00
03-17	CT. HSE.	3			101-101-860.00
03-24	CT. HSE	3			101-101-860.00
		116			101-101-860.00
			$116 \times .575 = 66.70$		101-101-860.00
					101-101-860.00
					101-101-860.00
					101-101-860.00
					101-101-860.00
			Total Mileage		
				Total Mileage Fee	<u>66.70</u>

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

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

B. Lang

Signed

04-01-20

Date

MENOMINEE COUNTY BOARD OF COMMISSIONERS DISCUSSION ITEM

SUBJECT:	Miscellaneous Bills
DEPARTMENT:	Administration
ATTACHMENTS:	Yes
SUMMARY:	
Review miscellaneous bills paid on March 20 & 31, and April 6 & 7 in the combined amount of \$114,712.48	
RECOMMENDED MOTION:	

Submitted by: Jason Carviou

04/09/2020
Date

WORKSHOP ACTION

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

COUNTY BOARD ACTION

DATE:

	Approved
	Disapproved
	Approved with the following change(s):

Miscellaneous Bills Account Number List

General Fund Expenditures

101-101 Board of Commissioners
101-103 Other Legislative
101-131 Circuit/Family Court
101-132 Family Court
101-136 District Court
101-141 Friend of Court
101-148 Probate Court
101-150 Jury Commission
101-172 County Administrator
101-192 Board of Canvassers
101-211 Legal
101-215 County Clerk
101-228 Computer Technology
101-253 County Treasurer
101-257 Equalization
101-261 MSU Extension
101-262 Elections
101-265 Courthouse Grounds
101-267 Prosecuting Attorney
101-268 Register of Deeds
101-275 Drain Commissioner
101-301 Sheriff Department
101-331 Marine Law
101-332 Snowmobile Law
101-334 Off-Road Recreational Vehicle
101-335 ATV Education
101-401 Planning Commission
101-402 Brownfield Authority
101-426 Emergency Management
101-526 Waste Management
101-601 Health & Welfare
101-648 Medical Examiner
101-681 Vets Burial & Relief
101-682 Veterans Affairs
101-728 Economic Development
101-997 Appropriations
101-999 Operating Transfers

Special Revenue Funds

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

MAR 20 2020

INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS	AMOUNTS	AMOUNT
CHIEF FISCAL OFFICER MENOMINEE COUNTY MICHIGAN				
VENDOR NAME: BRZEZINSKI, CINDY Reimbursement	Bridge Tolls	101-268-860.00	8.00	8.00
TOTAL VENDOR BRZEZINSKI, CINDY				8.00
VENDOR NAME: CLOVERLAND PAPER CO 121720	Inmate Supplies	101-301-770.00	128.99	128.99
TOTAL VENDOR CLOVERLAND PAPER CO				128.99
VENDOR NAME: CMP DISTRIBUTORS 62386	Tech G33 Magnifier	701-000-276.04	591.00	591.00
TOTAL VENDOR CMP DISTRIBUTORS				591.00
VENDOR NAME: COOPER OFFICE EQUIPMENT 175141	Contract # 2418-01 (Annex)	101-228-931.00	678.55	678.55
TOTAL VENDOR COOPER OFFICE EQUIPMENT				678.55
VENDOR NAME: GREAT AMERICAN DISPOSAL CO THE 03A00005	Airport	216-585-801.00	48.00	48.00
TOTAL VENDOR GREAT AMERICAN DISPOSAL CO THE				48.00
VENDOR NAME: HENSLEY, RN, JOEL Blood Draw	Inmate Blood Draws (x5)	101-267-801.01	500.00	500.00
TOTAL VENDOR HENSLEY, RN, JOEL				500.00
VENDOR NAME: ID NETWORKS, INC. 275951	Maintenance Fee for Jail Mgmt System	101-301-976.00	2,249.00	2,249.00
TOTAL VENDOR ID NETWORKS, INC.				2,249.00
VENDOR NAME: MENARDS - MARINETTE 7619	Remon Supplies	243-246-765.00	39.90	39.90
TOTAL VENDOR MENARDS - MARINETTE				39.90
VENDOR NAME: MGT OF AMERICA, INC. 37435	FY 2020 CRP - FOC	101-141-801.00	1,273.00	1,273.00
TOTAL VENDOR MGT OF AMERICA, INC.				1,273.00
VENDOR NAME: MICHIGAN STATE UNIVERSITY 1 Menominee 2020	1st Qtr Appropriation	101-261-801.00	18,250.00	18,250.00
2 Menominee 2020	2nd Qtr Appropriation	101-261-801.00	18,250.00	18,250.00
3 Menominee 2020	3rd Qtr Appropriation	101-261-801.00	18,250.00	18,250.00
TOTAL VENDOR MICHIGAN STATE UNIVERSITY				54,750.00
VENDOR NAME: NORWAY SPRINGS, INC. 654639	Airport Water	216-585-801.00	14.40	14.40
TOTAL VENDOR NORWAY SPRINGS, INC.				14.40
VENDOR NAME: PAN-O-GOLD BAKING CO. 40068320073003	Inmate Supplies	101-301-770.00	114.04	114.04
TOTAL VENDOR PAN-O-GOLD BAKING CO.				114.04
VENDOR NAME: PHDM 44299	Court Evaluation - C. LaForest	296-667-730.00	150.00	150.00
TOTAL VENDOR PHDM				150.00
VENDOR NAME: QUILL CORPORATION 4395918	Office Supplies - 911	266-325-755.00	198.98	198.98
TOTAL VENDOR QUILL CORPORATION				198.98
VENDOR NAME: REINHART FOODSERVICE 985245	Inmate Supplies	101-301-770.00	1,562.38	1,562.38
TOTAL VENDOR REINHART FOODSERVICE				1,562.38
VENDOR NAME: STANDARD INSURANCE COMPANY				

APPROVED

MAR 20 2020

INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS	AMOUNTS	AMOUNT
VENDOR NAME: STANDARD INSURANCE COMPANY				
April 2020	Life Insurance Premium	101-101-713.00	21.24	226.56
		101-132-713.00	4.13	
		101-136-713.00	11.58	
		101-141-713.00	7.08	
		101-148-713.00	5.31	
		101-215-713.00	11.80	
		101-172-713.00	4.72	
		101-267-713.00	14.16	
		101-268-713.00	4.72	
		101-253-713.00	7.08	
		101-257-713.00	4.72	
		101-265-713.00	3.54	
		101-301-713.00	59.00	
		101-682-713.00	2.36	
		101-426-713.00	2.36	
		216-585-713.00	4.72	
		260-266-713.00	0.22	
		271-790-713.00	7.08	
		292-664-713.00	2.36	
		292-665-713.00	2.36	
		208-751-713.00	3.54	
		205-316-713.00	2.36	
		205-315-713.00	18.88	
		266-325-713.00	21.24	
TOTAL VENDOR STANDARD INSURANCE COMPANY				226.56
VENDOR NAME: STEPHENSON MARKETING COOPERATI				
8096	Gasoline Charges	249-371-742.00	32.67	32.67
TOTAL VENDOR STEPHENSON MARKETING COOPERATI				32.67
VENDOR NAME: THE FIRST NATIONAL BANK&TRUST				
February 2020	FOC Service Charge	101-141-817.00	33.00	33.00
January 2020	FOC Service Charge	101-141-817.00	33.60	33.60
TOTAL VENDOR THE FIRST NATIONAL BANK&TRUST				66.60
VENDOR NAME: U.S. BANK EQUIPMENT FINANCE				
408735595	Konica 300 - FOC	215-141-942.00	134.05	134.05
TOTAL VENDOR U.S. BANK EQUIPMENT FINANCE				134.05
VENDOR NAME: WISCONSIN PUBLIC SERVICE				
0402047856-00005	Keinke Park	208-751-920.01	41.10	41.10
TOTAL VENDOR WISCONSIN PUBLIC SERVICE				41.10
GRAND TOTAL:				62,807.22

CHIEF FISCAL OFFICER
 MENOMINEE COUNTY MICHIGAN

CUSTOM INVOICE REPORT FOR COUNTY OF MENOMINEE
EXP CHECK RUN DATES 03/20/2020 - 03/20/2020
UNJOURNALIZED
BOTH OPEN AND PAID

INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS	AMOUNTS	AMOUNT
VENDOR NAME: QUICK LANE				
615997/4	Vehicle Maintenance - Car #6	101-265-981.00	588.49	588.49
6160038/3	Vehicle Maintenance - Car #5	101-265-981.00	83.54	83.54
TOTAL VENDOR QUICK LANE				672.03
GRAND TOTAL:				672.03

APPROVED

MAR 20 2020

CHIEF FISCAL OFFICER
MENOMINEE COUNTY MICHIGAN

CUSTOM INVOICE REPORT FOR COUNTY OF MENOMINEE
EXP CHECK RUN DATES 03/31/2020 - 03/31/2020
UNJOURNALIZED
BOTH OPEN AND PAID

APPROVED

MAR 31 2020

INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS	AMOUNTS	AMOUNT
VENDOR NAME: AT&T - CAROL STREAM, IL				
906498225303	Library - Telephone Services	271-790-850.00	55.97	55.97
TOTAL VENDOR AT&T - CAROL STREAM, IL				55.97
VENDOR NAME: CITY OF STEPHENSON				
705	Library - Water/Electric/Sewer	271-790-920.00	456.36	456.36
TOTAL VENDOR CITY OF STEPHENSON				456.36
VENDOR NAME: DTE ENERGY				
910021025424	Library	271-790-920.00	196.86	196.86
TOTAL VENDOR DTE ENERGY				196.86
GRAND TOTAL:				709.19

CHIEF FISCAL OFFICER
MENOMINEE/COUNTY MICHIGAN

APPROVED

MAR 31 2020

CHIEF FISCAL OFFICER
 MENOMINEE COUNTY MICHIGAN

INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS	AMOUNTS	AMOUNT
VENDOR NAME: APCO INTERNATIONAL				
693628	EMD Recertification (D. Matthews)	266-325-860.00	45.00	45.00
TOTAL VENDOR APCO INTERNATIONAL				45.00
VENDOR NAME: AT&T - CAROL STREAM, IL				
906863661403	Telephone Services - 911	266-325-850.00	325.33	325.33
TOTAL VENDOR AT&T - CAROL STREAM, IL				325.33
VENDOR NAME: BAYERL, MONICA				
Reimbursement	Uniform Allowance	266-325-745.00	94.86	94.86
TOTAL VENDOR BAYERL, MONICA				94.86
VENDOR NAME: BLUETARP FINANCIAL, INC.				
1628349554	Operating Supplies	101-265-755.00	69.01	69.01
TOTAL VENDOR BLUETARP FINANCIAL, INC.				69.01
VENDOR NAME: BRAZEAU, DAWN				
Transcripts	D. P. LaCombe (Prelim)	101-136-806.00	106.60	106.60
TOTAL VENDOR BRAZEAU, DAWN				106.60
VENDOR NAME: CLOVERLAND PAPER CO				
121921	Janitorial Supplies (Courthouse)	101-265-755.01	159.35	159.35
121863	Janitorial Supplies (Courthouse)	101-265-755.01	119.51	119.51
TOTAL VENDOR CLOVERLAND PAPER CO				278.86
VENDOR NAME: DSS CORPORATION				
47013	Equature Leaning on Demand (Nault)	266-325-881.01	199.00	199.00
TOTAL VENDOR DSS CORPORATION				199.00
VENDOR NAME: ELECTIONSOURCE				
19-48459	Thumb Drive for Programming	101-262-727.00	15.55	15.55
TOTAL VENDOR ELECTIONSOURCE				15.55
VENDOR NAME: ENTRANCE SYSTEMS				
30647	Preventative Maintenance Checkup	101-265-801.00	275.00	275.00
TOTAL VENDOR ENTRANCE SYSTEMS				275.00
VENDOR NAME: IDENTISYS, INC.				
472935	Office Supplies - Elections	263-215-727.00	124.45	124.45
TOTAL VENDOR IDENTISYS, INC.				124.45
VENDOR NAME: J S ELECTRONICS, INC.				
20778	EMS - Programming	101-426-755.00	80.00	80.00
TOTAL VENDOR J S ELECTRONICS, INC.				80.00
VENDOR NAME: LINDER, NIKKI				
Reimbursement	Office Supplies - Equalization	101-257-727.00	42.38	42.38
TOTAL VENDOR LINDER, NIKKI				42.38
VENDOR NAME: MENARDS - MARINETTE				
8157	Janitorial Supplies	101-265-755.01	14.97	14.97
7925	Vehicle Maintenance Supplies	101-265-981.00	3.97	3.97
7855	Operating Supplies	101-265-755.00	69.99	69.99
7924	Credit Memo - Operating Supplies	101-265-755.00	(69.99)	(69.99)
8022	Operating Supplies	101-265-755.00	21.98	21.98
TOTAL VENDOR MENARDS - MARINETTE				40.92
VENDOR NAME: MILLERS ACTION OFFICE SUPPLY I				
0153943-001	Office Supplies - Clerk's Office	101-215-727.00	64.72	64.72
TOTAL VENDOR MILLERS ACTION OFFICE SUPPLY I				64.72
VENDOR NAME: OFFICE DEPOT, INC.				
457528933001	Office Supplies - District Court	101-136-727.00	50.95	50.95
454312501001	Office Supplies - District Court	101-136-727.00	56.70	56.70
TOTAL VENDOR OFFICE DEPOT, INC.				107.65
VENDOR NAME: PRINTERSPLUS!				

APPROVED

MAR 31 2020

CHIEF FISCAL OFFICER
 MENOMINEE COUNTY MICHIGAN

INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS	AMOUNTS	AMOUNT
VENDOR NAME: PRINTERSPLUS!				
16356	Window Envelopes	517-252-727.00	150.00	150.00
TOTAL VENDOR PRINTERSPLUS!				150.00
VENDOR NAME: QUILL CORPORATION				
5683877	Operating Supplies - 911	266-325-755.00	297.95	297.95
TOTAL VENDOR QUILL CORPORATION				297.95
VENDOR NAME: WIL-KIL PEST CONTROL				
3850380	Jail & Courthouse	101-265-801.00	64.50	64.50
TOTAL VENDOR WIL-KIL PEST CONTROL				64.50
VENDOR NAME: WISCONSIN PUBLIC SERVICE				
0402047856-00004	Courthouse	101-265-920.04	1,534.80	1,534.80
0402191663-00001	Health Care Center	101-265-920.03	210.15	422.00
		101-265-920.04	211.85	
0402055840-00001	Jail	101-265-920.03	3,580.42	3,580.42
TOTAL VENDOR WISCONSIN PUBLIC SERVICE				5,537.22
GRAND TOTAL:				7,919.00

APR 09 2020

INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS	AMOUNTS	CHIEF FISCAL OFFICER MENOMINEE COUNTY MICHIGAN	AMOUNT
VENDOR NAME: ADVANCE AUTO PARTS					
2825-436951	Vehicle Maintenance Supplies	101-265-981.00	56.98		56.98
TOTAL VENDOR ADVANCE AUTO PARTS					56.98
VENDOR NAME: ALGER-DELTA COOPERATIVE ASSOCI					
94401	W5805 Tower Road	208-751-920.01	88.16		88.16
367100	N8390 Beach House	208-751-920.01	29.21		29.21
367200	Northwest Campsites	208-751-920.01	29.21		29.21
369802	W8449 Co Rd G12 Campsites	208-751-920.01	29.21		29.21
370500	Shakey Lakes Office/Shop	208-751-920.01	172.88		172.88
379700	Shakey Storage Shed	208-751-920.01	50.97		50.97
380300	Shower Building	208-751-920.01	31.56		31.56
383001	Shakey Lakes/Horse	208-751-920.01	29.21		29.21
383101	Bass Lakes Camp Sites	208-751-920.01	29.21		29.21
383200	N8380 Co Park Rd 20.5	208-751-920.01	29.21		29.21
383301	Shakey Lakes/Cattle	208-751-920.01	29.21		29.21
1503500	N8380 Co Park Rd 20.5	208-751-920.01	29.21		29.21
1614900	Bath House	208-751-920.01	41.56		41.56
TOTAL VENDOR ALGER-DELTA COOPERATIVE ASSOCI					618.81
VENDOR NAME: BERNTSEN INTERNATIONAL, INC.					
214086	Remon Supplies (Grant 2020)	243-246-765.00	2,149.88		2,149.88
TOTAL VENDOR BERNTSEN INTERNATIONAL, INC.					2,149.88
VENDOR NAME: BRAZEAU, DAWN					
Transcripts	People vs D.P. LaCombe	101-267-806.00	16.60		16.60
TOTAL VENDOR BRAZEAU, DAWN					16.60
VENDOR NAME: CASA					
March 2020	Faith Sandahl	292-669-801.00	938.00		938.00
TOTAL VENDOR CASA					938.00
VENDOR NAME: CIMA COMPANIES, INC.					
MIMENO	Renewal 7/1/20 - 7/1/21	101-136-807.00	240.00		240.00
TOTAL VENDOR CIMA COMPANIES, INC.					240.00
VENDOR NAME: CITY OF MENOMINEE					
5106	Courthouse (February 2020)	101-265-742.00	23.26		156.89
		101-265-742.00	76.48		
		101-215-860.00	27.64		
		101-253-860.00	12.00		
		101-265-742.00	17.51		
5096	Courthouse - January 2020	101-265-742.00	53.08		352.35
		101-265-742.00	222.56		
		101-172-860.00	13.73		
		101-253-860.00	11.79		
		101-265-742.00	51.19		
TOTAL VENDOR CITY OF MENOMINEE					509.24
VENDOR NAME: CLOVERLAND PAPER CO					
121986	Janitorial Supplies (Courthouse)	101-265-755.01	94.86		94.86
TOTAL VENDOR CLOVERLAND PAPER CO					94.86
VENDOR NAME: EPIC AVIATION, LLC					
7310847	Aviation Fuel	216-585-743.00	10,430.73		10,430.73
TOTAL VENDOR EPIC AVIATION, LLC					10,430.73
VENDOR NAME: JANITOR'S CLOSET					
46885	Cleaning Services (March 2020)	101-265-801.00	1,900.00		1,900.00
46897	Floor Cleaner & Finish (Health Dept)	101-265-755.02	129.74		129.74
TOTAL VENDOR JANITOR'S CLOSET					2,029.74
VENDOR NAME: LANG, BERNARD					
Reimbursement	Mileage - March 2020	101-101-860.00	66.70		66.70

APR 9 2020

INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS	AMOUNTS	CHIEF FISCAL OFFICER MENOMINEE COUNTY MICHIGAN	AMOUNT
VENDOR NAME: LANG, BERNARD					
TOTAL VENDOR LANG, BERNARD					66.70
VENDOR NAME: MENOMINEE COUNTY JOURNAL					
107	Advertising	208-751-901.00	68.00		225.25
		101-101-901.00	157.25		
TOTAL VENDOR MENOMINEE COUNTY JOURNAL					225.25
VENDOR NAME: MILLERS ACTION OFFICE SUPPLY I					
0154138-001	Office Supplies - District Court	101-136-727.00	239.13		239.13
TOTAL VENDOR MILLERS ACTION OFFICE SUPPLY I					239.13
VENDOR NAME: NUTT, MICHAEL					
Reimbursement	Mileage - March 2020	292-664-860.00	46.86		46.86
March 2020	Crisis Intervention	292-668-801.00	625.00		625.00
TOTAL VENDOR NUTT, MICHAEL					671.86
VENDOR NAME: PAAM					
DUES 0612 - 106	2020 Membership Dues & Support Fee	101-267-801.00	3,559.00		3,559.00
TOTAL VENDOR PAAM					3,559.00
VENDOR NAME: PAIDL'S TRUE VALUE HARDWARE					
150008	Park Supplies	208-751-755.02	11.74		1,032.20
		208-751-755.01	873.00		
		208-751-727.00	15.49		
		208-751-930.03	41.99		
		208-751-981.00	59.99		
		208-751-930.03	29.99		
TOTAL VENDOR PAIDL'S TRUE VALUE HARDWARE					1,032.20
VENDOR NAME: PLUTCHAK FAB, LLC					
48050	Park Maintenance Supplies	208-751-930.02	18.28		18.28
TOTAL VENDOR PLUTCHAK FAB, LLC					18.28
VENDOR NAME: STATE OF MICHIGAN					
3/24/20	Monthly Offset	292-662-843.01	10,323.11		10,323.11
TOTAL VENDOR STATE OF MICHIGAN					10,323.11
VENDOR NAME: VALENTI, SUSAN F.					
Reimbursement	Mileage & Meals - March 2020	101-131-860.00	178.80		178.80
TOTAL VENDOR VALENTI, SUSAN F.					178.80
VENDOR NAME: VISA					
Credit Card	Sheriff Dept, Road Patrol & K9	101-301-742.00	315.39		4,310.43
		101-301-770.00	874.84		
		101-301-770.01	835.53		
		101-301-860.00	174.45		
		101-301-860.01	177.62		
		205-315-727.00	59.34		
		205-315-742.00	26.63		
		205-315-860.00	(36.18)		
		205-315-934.01	253.80		
		264-363-881.00	1,599.65		
		281-345-881.01	29.36		

APPROVED

APR 09 2020

INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS	AMOUNTS	AMOUNT
VENDOR NAME: VISA Credit Card				
	Courthouse & Parks	101-265-931.00	14.99	
		101-268-729.00	7.75	
		263-215-860.00	37.68	
		101-228-727.00	33.74	
		263-215-860.00	89.25	
		208-751-755.02	30.90	
		263-215-860.00	32.49	
		101-265-755.00	20.04	
		101-268-729.00	7.75	
		208-751-755.02	85.67	
		208-751-755.02	175.75	
		101-265-755.00	11.52	
		101-268-729.00	(7.75)	
		101-268-729.00	7.75	
		101-267-970.01	296.79	
		101-268-729.00	7.75	
		208-751-930.02	39.70	
		101-265-745.00	119.95	
		101-265-755.00	12.19	
		101-268-729.00	7.75	
		101-265-755.00	23.74	
		101-136-802.00	59.00	
		101-267-860.00	24.92	
		101-267-860.00	4.00	
		101-267-860.00	11.21	
		101-268-729.00	7.75	
		101-267-860.00	16.02	
		101-265-755.00	69.98	
		101-267-860.00	4.23	
		101-268-729.00	(7.75)	
		101-267-860.00	20.00	
		101-267-860.00	7.90	
		101-267-860.00	16.24	
		101-265-755.00	16.69	
		101-267-860.00	40.00	
		101-267-860.00	4.55	
		101-267-860.00	25.21	
		232-286-881.00	610.00	
		101-265-755.00	8.50	
		101-267-860.00	4.00	
		101-267-860.00	33.05	
		101-268-860.00	27.32	
		101-268-860.00	89.25	
		101-268-860.00	28.04	
		101-267-970.01	575.28	
		101-268-860.00	6.71	
		101-136-860.00	140.00	
TOTAL VENDOR VISA				7,207.93
VENDOR NAME: WALTER BROTHERS INC 20106 Airport Supplies				
		216-585-981.00	19.99	19.99
TOTAL VENDOR WALTER BROTHERS INC				19.99
VENDOR NAME: WASTE MANAGEMENT, INC. 0068450-2808-0 Parks				
		208-751-920.02	51.50	51.50
TOTAL VENDOR WASTE MANAGEMENT, INC.				51.50
VENDOR NAME: WISCONSIN PUBLIC SERVICE				
0403823200-00005	Airport - Gate Center	216-585-920.03	27.77	27.77
0403823200-00006	Airport - Hanger Gate Center	216-585-920.03	29.46	29.46
0403823200-00004	Airport	216-585-920.00	146.43	1,364.90
		216-585-920.03	458.18	
		216-585-920.00	199.11	
		216-585-920.03	366.88	
		216-585-920.00	194.30	

CHIEF FISCAL OFFICER
 MENOMINEE COUNTY MICHIGAN

04/06/2020 03:34 PM
User: jessicaw
DB: Menominee County

CUSTOM INVOICE REPORT FOR COUNTY OF MENOMINEE
EXP CHECK RUN DATES 04/06/2020 - 04/06/2020
UNJOURNALIZED
BOTH OPEN AND PAID

Page: 4/4

APPROVED

INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS	AMOUNTS	APR 09 2020	AMOUNT
VENDOR NAME: WISCONSIN PUBLIC SERVICE					
TOTAL VENDOR WISCONSIN PUBLIC SERVICE				CHIEF FISCAL OFFICER	1,422.13
GRAND TOTAL:				MENOMINEE COUNTY MICHIGAN	42,100.72

APPROVAL

APR 09 2020

CHIEF FISCAL OFFICER
MENOMINEE COUNTY MICHIGAN

INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS	AMOUNTS	AMOUNT
VENDOR NAME: BAKER & TAYLOR BOOKS				
75023524	Library Books	271-790-982.00	12.56	12.56
L0273592	Library Books	271-790-982.00	250.86	250.86
TOTAL VENDOR BAKER & TAYLOR BOOKS				263.42
VENDOR NAME: LUFTS ADVERTISER, INC.				
3/31/20	Advertising - Library	271-790-901.01	25.00	25.00
TOTAL VENDOR LUFTS ADVERTISER, INC.				25.00
VENDOR NAME: MILLERS ACTION OFFICE SUPPLY I				
0153663-001	Office Supplies - Library	271-790-727.00	60.70	60.70
TOTAL VENDOR MILLERS ACTION OFFICE SUPPLY I				60.70
VENDOR NAME: UPPER PENINSULA REGION LIB.				
3300	3/1/2020 - 2/28/2021	271-790-801.01	150.00	150.00
TOTAL VENDOR UPPER PENINSULA REGION LIB.				150.00
VENDOR NAME: UWC				
9067536923	Telephone Services - Library	271-790-850.00	5.20	5.20
TOTAL VENDOR UWC				5.20
GRAND TOTAL:				504.32

MENOMINEE COUNTY BOARD OF COMMISSIONERS DISCUSSION ITEM

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

Submitted by: Jason Carviou

04/09/2020
Date

WORKSHOP ACTION

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

COUNTY BOARD ACTION

DATE:

	Approved
	Disapproved
	Approved with the following change(s):

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

DELTA CO. BOARD MEMBERS

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

DICKINSON CO. BOARD MEMBERS

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

MENOMINEE CO. BOARD MEMEBERS

**JEFF NASER, CHAIR
SHEILA VERAGHEN
VACANT**

DIRECTOR

MATTHEW YOHE

Date: March 19, 2020

The regular meeting of the Delta, Dickinson & Menominee County Department of Health and Human Services Board was called to order by Matthew Yohe-Board Secretary at 1:00 PM CST. The meeting was held via teleconference.

ROLL CALL

Present: Stacey Randall-Delta Co. Board Chair, Mary Olson-Delta Co. Board Member, Donna Schomin-Delta Board Member, Katie Driscoll-Dickinson Co. Board Chair, Mary Gagala-Dickinson Co. Board Member, Jeff Naser-Menominee Co. Board Chair, Sheila Veraghen-Menominee Co. Board Member & Matthew Yohe-Board Secretary.

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

Absent: Winnie Fornetti-Dickinson Co. Board Member

APPROVAL OF AGENDA:

The motion to approve the agenda was made by Ms. Katie Driscoll-Dickinson Co. Board Chair and seconded by Ms. Sheila Veraghen-Menominee Co. Board Member. Motion was passed without opposition.

APPROVAL OF MINUTES:

The motion to approve the Delta County Minutes for February 27, 2020 was made by Ms. Stacey Randall-Delta Co. Board Chair and seconded by Ms. Dona Schomin-Delta Co. Board Member. Motion passed without opposition.

Delta County:

Operating Funds: Allocation for FY 2020 is \$12,506.00. Year-to-date expenditures are: \$7,222.40. This constitutes 57.8% of the allocation spent with 42% of the fiscal year elapsed.

Travel Funds: Allocation for FY 2020 is \$49,492.00. Year-to-date expenditures are: \$8,775.80. This constitutes 17.7% of the allocation spent.

Assistance Payments: Standard of Promptness: 95.00%. Business Service Center 1 average is 92.19%. Statewide Average is 96.12%.

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

Dickinson County:

Operating Funds: Allocation for FY 2020 is \$28,882.00. Year-to-date expenditures are: \$5,473.37. This constitutes 19.0% of the allocation spent with 42% of the fiscal year elapsed.

Travel Funds: Allocation for FY 2020 is \$30,950.00. Year-to-date expenditures are: \$8,561.08. This constitutes 27.7% of the allocation spent.

Assistance Payments: Standard of Promptness: 93.46%. Business Service Center 1 average is 92.19%. Statewide Average is 96.12%.

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

Menominee County:

Operating Funds: Allocation for FY 2020 is \$25,896.00. Year-to-date expenditures are: \$9,805.26. This constitutes 37.9% of the allocation spent with 42% of the fiscal year elapsed.

Travel Funds: Allocation for FY 2020 is \$35,261. Year-to-date expenditures are: \$11,464.33. This constitutes 32.5% of the allocation spent.

Assistance Payments: Standard of Promptness: 94.14%. Business Service Center 1 average is 92.19%. Statewide Average is 96.12%.

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

Miscellaneous:

Assistance Payments: Mr. Yohe reviewed customer information as follows:

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

Delta County:

- Child Development and Care: 32 cases; 45 recipients; \$14,843 in benefits provided.
- State Emergency Relief: 17 cases; \$8,922 in benefits provided.
- Unduplicated total for the month: 1,100 cases; 1,907 recipients; \$221,145 in benefits provided.

Total Eligible Medicaid Cases and Recipients:

- Family Medicaid: 661 cases; 1,395 recipients
- Other Children < Age 21: 98 cases; 99 recipients
- Pregnant Women & Children Under 19: 522 cases; 898 recipients
- MiChild: 61 cases; 104 recipients
- Non-SSI Aged, Blind & Disabled: 584 case; 610 recipients
- SSI Aged, Blind & Disabled: 469 cases; 469 recipients
- Medicaid Eligible Total: 2,171 cases, 3,575 recipients

Healthy Michigan Program (HMP)

Menominee County: 1,197 total cases and 1,325 total recipients

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

Child Welfare

	<u>Delta</u>	<u>Dickinson</u>	<u>Menominee</u>
Commencements	96%	100%	96%
CPS Face to Face	89%	100%	95%
CPS Ongoing Child F2F	100%	100%	100%
CPS Ongoing Caregiver F2F	95%	89%	100%
CPS Services Plans	96%	100%	100%
CPS Plan Approval	100%	100%	100%
CFC Service Plans	100%	86%	100%
CFC Approval	100%	100%	100%
DHHS Medical		100%	
DHHS Dental	60%	50%	100%
CFC Worker/Child Contacts	100%	100%	100%
CFC Worker/Parent Contacts	100%	100%	100%
CFC Worker/Supervisor Contacts	100%	100%	100%
CFC Parent/Child Contacts	100%	76%	43%
CFC Return Home Contacts			88%
CFC Sibling Contacts			

Approval of Directors Report:

Delta- Directors Report was reviewed and approved. Motion was made by Ms. Stacey Randall-Delta Co. Board Chair and seconded by Ms. Donna Schomin-Delta Co. Board Member. Motion passed without opposition.

NEXT MEETING: Thursday, April 23, 2020 at the Pinecrest Medical Care-Faculty Board Room at 1:00 PM CST

ADJOURNMENT: Motion was made by Ms. Sheila Veraghen-Menominee Co. Board Member and seconded by Ms. Stacey Randall-Delta Co. Board Chair. Motion was passed without opposition. Meeting was adjourned at 1:38 PM CST

Matthew Yohe
Board Secretary

Stacey Randall, Delta Co.
Board Chairperson

Katie Driscoll, Dickinson Co.
Board Chairperson

Jeff Naser, Menominee Co.
Board Chairperson

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