"Menominee – Where the best of Michigan begins"

MENOMINEE COUNTY BOARD OF COMMISSIONERS

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

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

The Menominee County Board of Commissioners
will meet on Tuesday, February 14, 2012 @ 5:30 p.m. CST
at the Gourley Township Hall, N13407 Co. Rd. 551, Wilson MI 49896

AGENDA

A. Call to Order
B. Pledge of Allegiance
C. Roll Call
D. Approval of the Agenda
E. Approval of Previous Minutes
   CB – Jan. 24, 2012
F. Public Comment *(Statements, not debate, limited to 5 minutes per person on agenda items only)*
G. Presentations *(limited to twenty minutes)*
   Jim Yoder – USDA Rural Development
H. Department Head/Elected Officials Reports *(limited to ten minutes)*
I. Action Items

1. Moved by _____ seconded by _____ to approve adding the "re-instate closed permit" fee of $50.00 to the Menominee County Building Code Department, Building Permit Fee Schedule.

2. Moved by _____ seconded by _____ to approve a one, two, three, or five year Service Agreement with Merit Network, Inc. using 10, 15 or 20M bps to provide fiber-optic connectivity for Menominee County.

3. Moved by _____ seconded by _____ to approve Miscellaneous Bills as paid on Jan. 19, 2012 in the amount of $146,196.78.

4. Moved by _____ seconded by _____ to place miscellaneous boards/committees/commission reports on file in the office of the County Clerk.

J. New Business (discussion only)

1. Personnel Items:
   a. none

James Furlong - Chairperson *Charlie Meintz - Vice Chairperson*

Bernie Lang *Mark Jasper* *Jim Pearson*

2. Building and Grounds/Park Items:
   a. Camp Host
   b. DNR Grant

3. Miscellaneous Items:
   a. Surplus items – Refrigerator/Freezer units
   b. BS & A – Equalizer database on web
   c. Expiring Misc. committee appointments
   d. Twin County Airport – Loan for Fuel Farm upgrade
   e. Commissioner goals for FY 2012-2013

4. Finance Items
   a. Commissioner per diems/expenses
   b. Miscellaneous Bills as paid on Jan.20, 23, 24, & Feb. 2, 6, 7, 2012 in the amount of $370,624.90

K. Moved by Commissioner _____ to go into closed session, for strategy and negotiations of the Road Patrol collective bargaining agreement. (Pursuant to the Open Meetings Act 267 of 1976, 15.268 Section 8 (c)). Motion seconded by _____.

Individuals attending closed session:

_____

L. Moved by _____ seconded by _____ to return to open session at _____pm.

M. Misc. Boards/Committees/Commissions Reports
N. Public Comment *(limited to 5 minutes)*
O. Commissioner Comment
P. Any other items members may wish to present
Q. Adjourn

January 24, 2012

UNAPPROVED

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

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

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

Present: Coms. Jasper, Lang, Meintz, Pearson

Absent: Com. Furlong – Excused

Moved by Com. Pearson, seconded by Com. Jasper to approve the agenda. Motion was approved 4-0.

Moved by Com. Lang, seconded by Com. Pearson to approve the minutes from the January 10, 2012 Re-organizational County Board Meeting, the January 10, 2012 Regular County Board Meeting, and the January 17, 2012 Special County Board Meeting. Motion was approved 4-0.

Vice-Chairman Meintz called for public comment.

Public Comment: None.

Presentations:
-Sheriff Marks – K-9 Program – Sheriff Marks presented a brief history on the current program, and what they would like to do in the future. He explained how this program has been funded by donations and will continue to grow with more donations that have been pledged.

Department Head/Elected Officials Reports:
-Mike Erdman, MSU Extension Office – Gave the board and update on District 1 and that all nine counties in the district have signed the MOA. Also the Menominee County 4H person will be leaving soon and they will be looking to possibly combining that position with half time Dickinson County, and half time Menominee County.
-Pat Cheski – The Menominee County Library in Stephenson received over $4,000 in books and etc., there will be an open house on January 27, 2012 from 9 a.m. to 5 p.m. at the Library in Stephenson.
-Diane Lesperance, Menominee County Treasurer – Informed the board that the auditors are at the courthouse right now working on the annual audit.

Moved by Com. Pearson, seconded by Com. Lang to approve Carol Rye-Lindberg to become a Full Time employee at her current pay rate ($12.00/hr.) She will be granted any benefits due to all other full time non-bargaining unit employees. She will receive the DMG salary recommendation when complete and approved by the County Board, but will not be awarded any retro pay. Motion was approved 4-0.

Moved by Com. Lang, seconded by Com. Jasper to approve a budget amendment in the amount of $16,207.00 for the Electronic Crash Capture & Submission Project Grant for the Sheriff Dept. Account numbers are (revenue) 101-000-544.05 and (expense) 101-301-934.05. Discussion ensued, Com. Lang asked what this grant was actually for. Undersheriff Mike Holmes explained that it is for a computerized program for the UD 10 forms. It will reduce paperwork and save time for the deputies. Motion was approved 4-0.

Moved by Com. Pearson, seconded by Com. Lang to approve the Employee Assistance Contract with Concerned Associates in the amount of $4,318 beginning Feb. 1, 2012 ending Jan. 31, 2013. Quarterly payments in the amount of $1,079.50 will be disbursed from account number 101-103-801.00. Motion was approved 4-0.

Moved by Com. Jasper, seconded by Com. Meintz to appoint:
-Todd Rye to the Building Code Construction Board of Appeals for a 2 year term (2/1/2012 – 1/31/2014)
-Kristin Bates to the Library Board for a 5-year term (2/1/2012 - 1/31/2017)
-Larry Roetzer to the Fair Board for a 3-year term (2/1/2012 - 1/31/2015)
-Dawn M. Wells to the Corrections Advisory Board (Business Sector) for a 1 -year term (2/1/2012 - 1/31/2013)
-Vola Bleile to the Park and Recreation Committee for a 3-year term (2/1/2012 - 1/31/15)
Motion was approved 4-0.

Moved by Com. Lang, seconded by Com. Pearson to approve Resolution 2012-04 ~ Approval of Final Contractor's Payment for the Menominee County Jail HVAC Project. Motion was approved 4-0. (Attachment A)

Moved by Com. Pearson, seconded by Com. Jasper to approve a bid in the amount of $126.30 from Aaron Ihander Firewood is to be paid for and removed from Kleinke Park prior to Feb. 1, 2012. Motion was approved 4-0.

Moved by Com. Pearson, seconded by Com. Jasper to approve the Agreement between the Menominee County Board of Commissioners and the Menominee County Clerk, Treasurer, Probate Court, Prosecuting Attorney, and 41st Judicial Circuit Court and International Brotherhood of Teamsters Local 486; Effective January 1, 2012 through December 31, 2014. Motion was approved 4-0.

Moved by Com. Jasper, seconded by Com. Lang to approve the Agreement between the Menominee County Board of Commissioners and the Menominee County Corrections officers and International Brotherhood of Teamsters Local 486; Effective January 1, 2012 through December 31, 2014. Motion was approved 4-0.

Moved by Com. Pearson, seconded by Com. Jasper to approve Commissioner Per Diems & Expenses as recently submitted for payment. Motion was approved 4-0.

Moved by Com. Lang, seconded by Com. Pearson to approve Miscellaneous Bills as paid on Jan. 5, 2012 in the amount of $86,370.50. Motion was approved 4-0.

Moved by Com. Jasper, seconded by Com. Meintz to place miscellaneous boards/committees/commission reports on file in the office of the County Clerk. Motion was approved 4-0.

New Business (discussion only)

Personnel Items:

a. UP 9-1-1 Authority Board appointment – Brian Bousley explained that On October 28, 2008 Debra Wormwood was appointed as the Menominee County Representative to the UP 9-1-1 Authority Board for a three year term. Her appointment has expired and we have been asked to appoint someone to the UP 9-1-1 Authority Board again, for a 1, 2 or 3 year term. Brian stated that Debra would accept this appointment again. Brian stated that this needed to be moved on tonight since a nomination from our county was needed by January 26, 2012. Com. Pearson asked what the criteria needed was for a person to be appointed to this position. Com. Lang stated that he felt no one else would be better qualified to be appointed than Debra Wormwood.

   Moved by Com. Lang, seconded by Com. Pearson to place the appointment of Debra Wormwood as the Menominee County Representative to the UP 9-1-1 Authority Board for a three year term on the agenda. Motion was approved by a roll call vote 4-0.

   Moved by Com. Pearson, seconded by Com. Lang to appoint Debra Wormwood as the Menominee County Representative to the UP 9-1-1 Authority Board for a three year term. Motion was approved 4-0.

Building and Grounds/Parks Items:

a. Building Code Department – Additional "closed permit" fee discussion – Dan Menacher addressed the board. Dan discussed adding a "reinstate closed permit" fee to the current fee scale used for the building code department. Dan feels this will be a good way of keeping track of permits. He feels a fee of $50 would be appropriate. The consensus of the board is to move this item forward to the next meeting.

Miscellaneous Items:

a. K-9 program – Com. Meintz asked what would happen with the purchase of a new K-9 if those who have pledge the money do not actually follow through. Sheriff Marks explained that the 2nd K-9 and handler will not be purchased until the donations have been secured, so there will not be a financial responsibility from the county board. The consensus of the board is to move this item forward to the next meeting.

Finance Items:

a. Merit Networking Inc. Agreement – Jim Lundberg explained the program again and answered question. The consensus of the board is to move this item forward to the next meeting.
b. Cost Allocation/DMG – Bid proposal – Brian Bousley explained that our agreement with Maximus Consulting Services, Inc. will expire on 1/27/12. He would like to request permission to allow bids for consulting services to include the DMG study updates. Com. Pearson thinks we should move this forward. Com. Lang feels this is important and we should look at hiring someone local to do this. Brian stated that he knows of two different companies that could perform this. Com. Meintz thinks that the figures for this that have been talked about so far are a little pricey. The consensus of the board is to move this item forward to the next meeting.

c. Miscellaneous Bills as paid on January 19, 2012 in the amount of $146,196.78. - The consensus of the board is to move this item forward to the next meeting.

Misc. Boards/Committees/Commissions Reports:

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

Public Comment:

-Dale Axtell – Believes that Bernie Lang was referring to Michael Dieters from Marinette.

Commissioner Comment:

-Com. Jasper asked Brian where we sit with the survey that was asked for regarding services that could be provided in the north end of the county.

-Com. Lang stated that he would like us to pursue the USDA Rural Grant. He also said that the received a few phone calls regarding the Host Camper issue at Kleinke Park.

-Com. Meintz agrees with Com. Lang on the USDA Grant. He also stated he was glad to chair the meeting tonight and wanted to remind everyone that the Feb. 14th meeting will be at the Gourley Township Hall and the Feb. 28th meeting will be back here in Menominee at the Courthouse.

-Com. Pearson stated that Com. Meintz did a good job tonight.

Any other items members may wish to present: None

Moved by Com. Pearson, seconded by Com. Lang to adjourn at 7:00 p.m. Motion was approved 4-0.

_____

James Furlong, Chairman

_____

Marc Kleiman, County Clerk

MENOMINEE COUNTY BOARD OF COMMISSIONERS
AGENDA ITEM

SUBJECT:	**Building Code fee schedule**
DEPARTMENT:	**Building Code**
ATTACHMENTS:	**Yes**

SUMMARY:

Dan Menacher would like to discuss adding a "reinstate closed permit" fee to the current fee scale used for the building code department.

RECOMMENDED MOTION

Approve adding the "re-instate closed permit" fee of $50.00 to the Menominee County Building Code Department, Building Permit Fee Schedule.

Submitted by: Brian Bousley **02/10/2012**
Date

WORKSHOP ACTION

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

COUNTY BOARD ACTION **DATE:**

	Approved
	Disapproved
	Approved with the following change(s):

MENOMINEE COUNTY BUILDING CODE DEPARTMENT

S904 US HIGHWAY 41 STEPHENSON, MI 49887

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

BUILDING PERMIT FEE SCHEDULE

RESIDENTIAL CONSTRUCTION

Application fee + square foot costs (plan review, inspections, C of O included)

APPLICATION FEE (*NON- REFUNDABLE*)	$75.00
NEW DWELLING / ADDITIONS (on a basement or crawl space)	$0.17 per sq. ft.
NEW DWELLING / ADDITIONS (on a slab)	$0.13 per sq. ft.
MANUFACTURED / MOVED DWELLINGS	$0.12 per sq. ft.
GARAGES / ACCESORY BUILDINGS (ATTACHED OR DETACHED)	$0.08 per sq. ft.
ADDITIONAL FLOORS / LOFT / ATTIC	$0.04 per sq. ft.
DECKS / PORCHS / FOUNDATIONS ONLY/LEAN-TO/CARPORT	$0.04 per sq. ft.

NON-RESIDENTIAL

Application fee + plan review + square foot cost + inspections + C of O

APPLICATION FEE (*NON- REFUNDABLE*)	$75.00
PLAN REVEIW	Per hr. $50.00
NEW CONSTRUCTION	$0.10 per sq. ft.
UTILITY BUILDINGS / REMODELING	$0.05 per sq. ft.
INSPECTIONS (per)	$50.00
CERTIFICATE of USE and OCCUPANCY	$25.00
ALL OTHER –app. fee + plan review + $1.00 per $1000.00 cost of construction + inspections	

FLAT FEE

DEMOLITION OF A STRUCTURE	$75.00
FENCES / RETAINING WALLS / POOLS / SIGNS / TEMPORARY STRUCTURES / MINOR REMODELING / ALTERATION	$50.00 Includes one inspection No plan review
ADDITIONAL INSPECTIONS / REINSPECTION	$50.00
APPLICATION FOR APPEAL / VARIANCE	$250.00
* RE-INSTATE CLOSED PERMIT	$50.00 *
ADMINISTRATIVE FEE FOR AFTER THE FACT PERMITS	$100.00

REV.1/2012

MENOMINEE COUNTY BOARD OF COMMISSIONERS
AGENDA ITEM

SUBJECT:	**Merit Network Inc. – Fiber Optic Connectivity**
DEPARTMENT:	**Sheriff/Administration**
ATTACHMENTS:	**Yes**

SUMMARY:

Merit was at the 12/27/11 meeting to discuss fiber optic connectivity. Merit would like Menominee County to contract with them for our internet use.
We currently have Road Runner via Time Warner
1/10/12 – discussion to gather more information and bring Jim Lundberg back for questions
1/24/12 – discussion to bring back to the board for approval

RECOMMENDED MOTION
To approve a service agreement with Merit Network, Inc. to provide fiber-optic connectivity for Menominee County.

Submitted by: Brian Bousley **02/10/2012**
Date

WORKSHOP ACTION

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

COUNTY BOARD ACTION **DATE:**

	Approved
	Disapproved
	Approved with the following change(s):

merit
NETWORK INC

1000 Oakbrook Drive
Suite 200
Ann Arbor, Michigan 48104

Phone: 734-527-5700
Fax: 734-527-5790
www.merit.edu

December 22, 2011

Ken Marks
Menominee County
839 10th Avenue
Menominee, MI 49858

Dear Ken,

It is a pleasure to respond to your request for a quote for Fiber Optic Connectivity. The information contained in this proposal is valid for a period of ninety (90) days from the date of this proposal, unless rescinded by Merit.

Merit Network, Inc. is a non-profit organization committed to providing Internet access – including Internet2 access – to the educational, governmental, health care, and research needs of the state of Michigan. As part of this effort, Merit has a sincere commitment to serving the government community via our statewide network.

Ken, we look forward to your organization joining our network. I will follow-up with you to arrange a time to meet with you and any of your technical staff to discuss the enclosed proposal and answer any questions that you may have regarding commodity Internet access or Internet2 access.

Please feel free to contact me at *lundberj@merit.edu* or 906-474-1222 if you need any assistance or additional information. For more information about Merit, please refer to the enclosed materials or visit our web site at *www.merit.edu*. Thank you for your interest and support of Merit Network, Inc.

Sincerely,

James A. Lundberg

Jim Lundberg
UP Member Relations Manager
Member Relations

enclosures

Merit Network, Inc.
1000 Oakbrook Drive, Suite 200
Ann Arbor, MI 48104
t.734-527-5700 f.734-527-5790
www.merit.edu

Merit Network Service Agreement Schedule I

Service Agreement Number: 20111222-37541-JAL-1

Fiber-optic Connectivity

December 22, 2011

Prepared For:
Ken Marks
Menominee County
839 10th Avenue
Menominee, MI, 49858-3000

Prepared By:
Jim Lundberg
906-474-1222
lundberj@merit.edu

Select One →

Select One ↓		Select One →	☐ 1-Yr Contract		☐ 2-Yr Contract		☐ 3-Yr Contract		☐ 5-Yr Contract	
			One-time	Recurring	One-time	Recurring	One-time	Recurring	One-time	Recurring
☐	10.0M bps Total via 1G bps Fiber Connection	Equipment	$760		$760		$760		$760	
		Set-up Allowance	$0		-$760		-$760		-$760	
		Fiber Lateral Construction Fee	$0		$0		$0		$0	
		Merit Installation	$750		$750		$750		$750	
		Annual Contracted Bandwidth		$4,200		$3,960		$3,840		$3,600
		Annual Access Fee		$2,250		$2,250		$2,250		$2,250
		Additional Services		$0		$0		$0		$0
		Total First Year Cost	**$1,510**	**$6,450**	**$750**	**$6,210**	**$750**	**$6,090**	**$750**	**$5,850**
		(monthly)		$538		$518		$508		$488
☐	15.0M bps Total via 1G bps Fiber Connection	Equipment	$760		$760		$760		$760	
		Set-up Allowance	$0		-$760		-$760		-$760	
		Fiber Lateral Construction Fee	$0		$0		$0		$0	
		Merit Installation	$750		$750		$750		$750	
		Annual Contracted Bandwidth		$6,300		$5,940		$5,760		$5,400
		Annual Access Fee		$2,250		$2,250		$2,250		$2,250
		Additional Services		$0		$0		$0		$0
		Total First Year Cost	**$1,510**	**$8,550**	**$750**	**$8,190**	**$750**	**$8,010**	**$750**	**$7,650**
		(monthly)		$713		$683		$668		$638
☐	20.0M bps Total via 1G bps Fiber Connection	Equipment	$760		$760		$760		$760	
		Set-up Allowance	$0		-$760		-$760		-$760	
		Fiber Lateral Construction Fee	$0		$0		$0		$0	
		Merit Installation	$750		$750		$750		$750	
		Annual Contracted Bandwidth		$8,400		$7,920		$7,680		$7,200
		Annual Access Fee		$2,250		$2,250		$2,250		$2,250
		Additional Services		$0		$0		$0		$0
		Total First Year Cost	**$1,510**	**$10,650**	**$750**	**$10,170**	**$750**	**$9,930**	**$750**	**$9,450**
		(monthly)		$888		$848		$828		$788

* Rates listed above are based on connecting to Merit's REACH-3MC fiber-optic core network.

Burstable Pricing - Burstable bandwidth is measured by the "average peak" usage of the circuit, defined as the maximum bandwidth used in successive traffic samples taken over 30 minutes on two consecutive days in a month. Affiliate pays for the minimum bandwidth specified by the Contracted Bandwidth Fee, plus any additional charge for actual peak bandwidth used each month. The additional charge is calculated as the difference between the specified bandwidth fee and the fee for the peak bandwidth used that month. If Affiliate uses more than the base amount in three consecutive months, the highest amount used in each of those months would become the new base. The Affiliate can also request that the base lowered. If the bandwidth used is less than the base amount, the new base amount is the highest amount used in each of those three consecutive months.

Accepted: _____ **(Signature)** _____ **(Date)**

_____ **(Print)**

Fax to: 734-527-5790

Preferred Billing Period (e.g. 7/1 - 6/30): _____

Invoice Frequency: ☐ **Annual** ☐ **Bi-Annual** ☐ **Quarterly** ☐ **Monthly**

Note: Invoice frequencies other than annual incur a $25 billing fee per invoice

Merit Network, Inc.
1000 Oakbrook, Suite 200
Ann Arbor, MI 48104-6794
t.734-527-5700 f.734-527-5790
www.merit.edu

This SERVICES AGREEMENT Number: 20111222-37541-JAL-1, dated as of _____ (collectively with each Service Order Form, as defined below, the "Agreement"), is made by and between Merit Network, Inc. ("Merit") and Menominee County ("Affiliate").

1. Background

Merit is a non-profit corporation, governed by Michigan's four-year publicly supported universities, operating a statewide computer network providing links to external networks.

2. Services Provided

(a) General. Merit will provide to Affiliate the Internet access services, optional fee-services, and other mutually agreed-upon services (collectively, the "Services") set forth below or in a specific Service Order Form (each a "Service Agreement") which may be executed from time-to-time by Merit and Affiliate setting forth additional services, all of which shall be subject to the terms and provisions of this Agreement.

(b) Network Access. Merit will provide to Affiliate Internet access and other services as defined in the Schedule(s) referenced in Section 3.

(c) Installation. Merit will provide the labor, equipment, and other materials necessary to provide network access. This includes the equipment at both ends of the connection, the circuit used, and related materials, parts and labor. Affiliate shall pay a service charge for the equipment, the cost of the circuit and any Merit and telephone company installation fees (if applicable), associated with the installation. All equipment supplied by Merit will remain the property of Merit. Affiliate shall be responsible for all internal networking, host computers to be attached to the network, and any associated software. Affiliate shall also be responsible for the cost of any software upgrades to Affiliate owned equipment, which may be specified by Merit which is required in order to effectuate the network attachment. In addition, if applicable to Affiliate's choice of connection, Affiliate shall provide a voice grade phone line that will be connected to diagnostic equipment supplied by Merit, attached to the router for diagnostic purposes. Affiliate may have the option to select an alternate installation option for a reduced fee. If option is selected, Merit will configure all equipment and ship it to the Affiliate. Affiliate will then be responsible for installation of equipment at their location.

(d) Service and Support. Payment of the annual Affiliate fee shall entitle Affiliate to participate in the service and support offered by Merit from time-to-time to other Merit Affiliates. This service and support will include software and firmware upgrades required to maintain compatibility with the equipment and software used in the Merit backbone. It does not include optional equipment or software upgrades offered by Merit which are intended to add new features or provide increased performance. Those upgrades will be provided at Affiliate's expense upon request and pursuant to a separate written Service Agreement. It also does not include the replacement of equipment previously installed by Merit at Affiliate's site that is no longer supported by the manufacturer or which has reached the end of its useful life. If requested to support a service or feature upgrade, that equipment will be replaced by Merit, but at Affiliate's expense.

(e) Maintenance. Merit is responsible for the operation and maintenance of its backbone and server facilities. Affiliate is responsible for the operation and maintenance of its local area networks, computers and other equipment. Affiliate is also responsible for the cost of the maintenance on the Merit-supplied circuit at Affiliate's site, but agrees that all maintenance for circuits and Merit-owned equipment will be performed by Merit. Affiliate is responsible for providing and maintaining an acceptable environment for all Merit-owned equipment located at the Affiliate premises. Should Merit owned-equipment be damaged as a result of the Affiliate's abuse, neglect, or failure to provide an acceptable environment or as a result of environmental damage such as fire, flood or lightning strike, Affiliate is responsible for paying (i) the cost of all repair services and travel expenses provided at Affiliate's site at Merit's then-applicable hourly maintenance rate, plus mileage, and (ii) the cost of all parts and materials. Maintenance and repair services are available from Merit between 7:00 a.m. and 4:00 p.m., Monday through Friday, except holidays. Service may be provided at other mutually agreed upon times, if arranged in advance.

3. Payment

Affiliate shall pay for (i) Services set forth on the attached Schedule(s) I to this Agreement (ii) any additional Services as provided in the applicable Service Agreement; and (iii) applicable maintenance services at the then-applicable rates. Without limiting the foregoing, Affiliate shall pay all one-time set-up and installation charges, any one-time or recurring telecommunications service charges (regardless of whether such costs are passed through by Merit or billed separately by the telecommunications provider), related administrative fees charged by Merit, and all sales and use taxes, as well as duties or levies arising in connection with the Services. The annual Affiliate fee is billed in advance on an annual basis, except Affiliate may elect monthly, quarterly or semi-annual billing for an additional administrative fee. The amount of the administrative fee will vary with the frequency of the billing. All other amounts will be billed as the service or charge is incurred. Some qualifying Affiliates may be granted extended payment terms for one-time set-up and installation charges with addition of an appropriate administrative fee. Payment is due within (30) days from the date appearing on the invoice. Affiliate will be charged a 1.5% late charge on the first day of each month on all invoices remaining unpaid (45) days after the date appearing on the invoice. These payment terms do not apply to amounts paid to Merit through the USF program.

4. Term and Termination

(a) Term. The term of this Agreement begins on the first date that network connectivity is provided by Merit, and extends over _____ (_____) years:

(b) Renewals. Unless either party gives a written termination notice at least (30) days prior to the end of the current term (whether it's the initial term or a renewal term), the term of this Agreement will be renewed automatically for a similar term as the term which is then in effect.

(c) Early Termination. If Affiliate terminates this Agreement for any reason other than Merit's breach of its responsibilities under this Agreement before the end of the term, or if Merit terminates this Agreement because of a violation by Affiliate of any term or provision of this Agreement including, but not limited to, Affiliate's failure to make any payment when due, then Affiliate shall be responsible for and shall pay (i) all telecommunications service charges applicable through the date service is actually terminated, regardless of the effective date of termination of the Agreement, and any related administrative fees charged by Merit, (ii) any additional early termination penalties or charges assessed by the telecommunications carrier, (iii) the balance of any remaining fiber access fees or amortized install charges, (iv) all costs associated with disconnecting Affiliate's service and removing any equipment from Affiliate's site (charged at the then-applicable rates for maintenance), (v) any outstanding amounts previously incurred for maintenance, (vi) if Affiliate previously received a discount as a result of agreeing to a term longer than one (1) year, an early termination penalty equal to the total amount of the discount, as calculated without any reduction or proration to reflect the point during the term at which the termination occurs, and (vii) if Affiliate previously received extended payment terms for one-time set-up and installation fees, the balance remaining plus any assessed administrative charge are due and payable upon termination. One-time installation charges are not refundable. In the event Affiliate requests Merit to continue providing any portion of the Services beyond the requested termination date, Affiliate agrees to pay Merit for those Services at the then-applicable rates in accordance with the terms of payment provided in Section 3 above. The above termination penalties do not apply to service moves or upgrades.

(d) *Termination.* Upon termination of dedicated service with Merit, whether such termination occurs at the end of the initial term or any subsequent terms, or as an early termination during an agreement period, Affiliate agrees that all IP addresses assigned from Merit's CIDR block shall be promptly returned. In addition, Affiliate shall be responsible for transitioning responsibility of primary and/or secondary DNS to their own DNS server, or that of its new carrier.

(e) Price Adjustments. If Merit initiates reduced Affiliate Fees to its Non-Profit Affiliates during the Agreement period, Affiliate may renew this Agreement at the new rates for a term of equal or greater length than the balance remaining on the initial term. In all instances, the renewal will be for

a minimum of twelve (12) months and the renewal rates will reflect the term discount of the new term period. If this Agreement provides Affiliate access via fiber connectivity, the Affiliate may renew at the new rates for a period co-terminous with the initial agreement term.

5. Limited Warranty

Merit will supply, at no charge, new or rebuilt replacements for defective equipment or parts for the initial term of this Agreement. This Limited Warranty does not cover damages due to accident, misuse, abuse or negligence. REPAIR OR REPLACEMENT AS PROVIDED UNDER THIS LIMITED WARRANTY IS THE EXCLUSIVE REMEDY OF AFFILIATE. MERIT SHALL NOT BE LIABLE FOR ANY INCIDENTAL OR CONSEQUENTIAL DAMAGES FOR BREACH OF ANY EXPRESS OR IMPLIED WARRANTY. EXCEPT TO THE EXTENT PROHIBITED BY APPLICABLE LAW, ANY IMPLIED WARRANTY OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE IS LIMITED IN DURATION TO THE DURATION OF THIS LIMITED WARRANTY.

6. Rights and obligations of Affiliate

(a) Affiliate is Responsible to Its Authorized Users. Affiliate is solely responsible for communicating with its own authorized users, and for handling all complaints and trouble reports made by its authorized users, with respect to the Services provided hereunder.

(b) Acceptable Use Restrictions. Merit's Acceptable Use Policy ("AUP") applies to the use of all Services provided by Merit, including any unsupervised anonymous network access offered by Affiliate. By accepting Services from Merit, Affiliate agrees to comply with the AUP as defined in 'Attachment A' and any changes made from time to time thereto. Affiliate also agrees to be responsible for the compliance by its users with the AUP.

7. Rights and Obligations of Merit

Merit shall be responsible only for the operation and maintenance of the Services. Affiliate shall be responsible for maintaining and managing its own network that interfaces with the Services. Merit shall not be responsible for cabling that connects Affiliate-owned equipment to Merit equipment or the Services. Any interruption in the Services that is caused by the malfunction or interruption of any physical telecommunications media or facility (including, but not limited to cables and fiber optic lines) or by any malfunction or manufacturer's defects of equipment either provided by Merit to Affiliate or separately purchased by Affiliate will not be deemed a breach of Merit's obligations under this Agreement.

8. Indemnification

Affiliate will indemnify, save harmless and defend Merit and all of Merit's Members and Affiliates, as well as their respective employees, officers, directors and agents (collectively "Indemnified Parties") from and against any claims, damages, losses, liabilities, suits, actions, demands, proceedings (whether legal or administrative) and expenses (including, but not limited to reasonable attorney's fees incurred with or without suit, in arbitration or mediation, on appeal or in a bankruptcy or similar proceeding) (collectively "Claims") threatened, asserted, or filed by a third party against any of the Indemnified Parties to the extent that such third party Claims arise out of or relate to (i) the breach or alleged breach of this Agreement by Affiliate; (ii) any negligent or tortious act or omission to act of Affiliate; or (iii) any claim that the data content delivered by Affiliate via the Services provided by Merit under this Agreement constitutes an infringement of any confidential information, trade secret, patent, copyright, trademark, trade name or other legal right of any third party.

9. Limitation of Liability

Except for the Limited Warranty in Section 5 above, the equipment and Services provided by Merit are provided on an "as is" and "as available" basis. Merit does not warrant that the Services will be uninterrupted or free of harmful components. Merit makes no express warranties and waives all implied warranties. Merit and its employees are not liable for any costs or damages arising directly or indirectly from Affiliate's use of the Services or the Internet including any direct, indirect, incidental, exemplary, multiple, special, punitive or consequential damages. Affiliate assumes full responsibility and risk for the use of the Services and the Internet, and is solely responsible for evaluating the accuracy, completeness, and usefulness of all services, products and other information. If Affiliate is dissatisfied with the Service(s) or with any terms, conditions, rules, policies, guidelines or practices of Provider in operating the Services(s), Affiliate's sole and exclusive remedy is to terminate this Agreement in accordance with Section 4, above, and discontinue using the Service(s). Merit's cumulative liability to Affiliate or any third party for any and all claims relating to the use of the equipment and Services provided by Merit shall in no event exceed the amount of the annual Affiliate fees paid by Affiliate to Merit during the twelve (12) month period ending on the date of the event giving rise to the claim. Merit shall not be liable for failure or delay in performing its obligations hereunder if such failure or delay is due to circumstances beyond its reasonable control, including, without limitation, acts of any governmental body, war, insurrection, sabotage, embargo, fire, flood, strike or other labor disturbance, interruption of or delay in transportation, or inability to obtain raw materials, supplies, or power used in or equipment needed for provision of the Services.

10. Data Content

Merit is not liable for the content of any data transferred either to or from Affiliate via the Services provided by Merit, nor for any loss or damage, whether personal, material, or financial, suffered by Affiliate as a direct or indirect consequence of the Services provided by Merit.

11. Miscellaneous

(a) Governing Law; Jurisdiction. The validity, interpretation, enforceability, and performance of this Agreement shall be governed by and construed in accordance with the law of the State of Michigan.

(b) Entire Agreement. This Agreement, and the Service Agreements entered into by the Parties from time-to-time, is the final expression of their agreement with respect to the subject matter hereof and may not be contradicted by evidence of any prior or contemporaneous agreement. This Agreement may not be amended except upon the written consent of the parties. No failure to exercise and no delay in exercising any right, remedy, or power hereunder shall operate as a waiver thereof, nor shall any single or partial exercise of any right, remedy, or power hereunder preclude any other or further exercise thereof or the exercise of any other right, remedy, or power provided herein or by law or in equity. The waiver by any party of the time for performance of any act or condition hereunder shall not constitute a waiver of the act or condition itself.

(c) Assignment. This Agreement shall be binding upon and inure to the benefit of the Parties and their respective successors, and assigns. Affiliate may not assign this Agreement without the prior written consent of Merit.

(d) Headings; Severability. Headings used in this Agreement are for reference purposes only and shall not constitute a part hereof or affect the meaning or interpretation of this Agreement. If any provision of this Agreement shall be held by a court of competent jurisdiction to be invalid, unenforceable, or void, the remainder of this Agreement shall remain in full force and effect.

(e) Counterparts. This Agreement may be executed in counterparts, each of which shall be deemed an original, but all of which taken together shall constitute one and the same instrument.

IN WITNESS WHEREOF, the Parties hereto have caused this Agreement to be executed and delivered as of the date first written above.

Menominee County

Signed by: _____

Printed Name: _____

Title: _____

Date Signed: _____

Merit Network, Inc.

Signed By: _____

Printed Name: _____

Title: _____

Date Signed: _____

Attachment A
Merit Acceptable Use Policy
Effective August 8, 2003

Overview

This Policy is a guide to the acceptable use of Merit network facilities and services (Services). Any Member or Affiliate organization or individual connected to Merit's network in order to use it directly, or to connect to any other network(s), must comply with this policy and the stated purposes and Acceptable Use policies of any other network(s) or host(s) used.

Each Member and Affiliate organization is responsible for the activity of its users and for ensuring that its users are familiar with this policy or an equivalent policy. In addition, each Member and Affiliate is encouraged to maintain and enforce its own Acceptable Use policies. The provisions of this policy govern all use of the Services, including any unsupervised anonymous network access offered by Members or Affiliates.

The following guidelines will be applied to determine whether or not a particular use of the Services is appropriate:

1. Users must respect the privacy of others. Users shall not intentionally seek information on, or represent themselves as, another user unless explicitly authorized to do so by that user. Nor shall Users obtain copies of, or modify files, other data, or passwords belonging to others.
2. Users must respect the legal protection applied to programs, data, photographs, music, written documents and other material as provided by copyright, trademark, patent, licensure and other proprietary rights mechanisms.
3. Users must respect the integrity of other public or private computing and network systems. Users shall not intentionally develop or use programs that harass other users or infiltrate any other computer, computing system or network and/or damage or alter the software components or file systems of a computer, computing system or network.
4. Use should be consistent with guiding ethical statements and accepted community standards. Use of the Services for malicious, fraudulent, or misrepresentative purposes is not acceptable.
5. The Services may not be used in ways that violate applicable laws or regulations.
6. The Services may not be used in a manner that precludes or significantly hampers network access by others. Nor may the Services be used in a manner that significantly impairs access to other networks connected to Merit.
7. Connections which create routing patterns that are inconsistent with the effective and shared use of the Services may not be established.
8. Unsolicited advertising is not acceptable. Advertising is permitted on some Web pages, mailing lists, news groups and similar environments if advertising is explicitly allowed in that environment.
9. Repeated, unsolicited and/or unwanted communication of an intrusive nature is strictly prohibited. Continuing to send e-mail messages or other communications to an individual or organization after being asked to stop is not acceptable.

The intent of this policy is to identify certain types of uses that are not appropriate, but this policy does not necessarily enumerate all possible inappropriate uses. Using the guidelines given above, Merit may at any time make a determination that a particular use is not appropriate.

Merit will not monitor or judge the content of information transmitted via the Services, but will investigate complaints of possible inappropriate use. In the course of investigating complaints, Merit staff will safeguard the privacy of all parties and will themselves follow the guidelines given in this policy and in Merit's Privacy Policy. Merit will only release sensitive, confidential or personally identifiable information to third parties when required by law, or when in Merit's judgment, release is required to prevent serious injury or harm that could result from violation of this policy.

Remedial Action

When Merit learns of possible inappropriate use, Merit staff will notify the Member or Affiliate responsible, who must take immediate remedial action and inform Merit of its action. Merit will assist the Member or Affiliate in identifying the nature and source of the inappropriate use and in implementing remedial action if requested. Provided the Member or Affiliate implements remedial action promptly, Merit will take no further action. If Merit is unable to contact the Member or Affiliate, or if the Member or Affiliate is unable to implement remedial action, Merit reserves the right to pursue remedial action independently. Wherever possible, Merit will pursue remedial action with the least impact to the overall service for the Member or Affiliate.

Should the situation be considered an emergency, and Merit deems it necessary to prevent further inappropriate activity, Merit may temporarily disconnect a Member or Affiliate. An emergency is defined as: "Serious security incidents that require immediate attention to prevent harm to an individual, to protect information from loss or damage that would be difficult or impossible to correct or to deal with serious on-going denial of service attacks."

If temporary disconnection is deemed necessary by Merit staff, every effort will be made to inform the Member or Affiliate prior to disconnection, and every effort will be made to re-establish the connection as soon as it is mutually deemed safe.

Any determination of inappropriate use serious enough to require disconnection shall be promptly communicated to every member of the Merit Board of Directors through an established means of publication.

MENOMINEE COUNTY BOARD OF COMMISSIONERS
AGENDA ITEM

SUBJECT:	**Miscellaneous Bills**
DEPARTMENT:	**Administration**
ATTACHMENTS:	**Yes**

SUMMARY:

Board to review recently submitted Miscellaneous Bills as paid on Jan. 19, 2012 in the amount of $146,196.78

RECOMMENDED MOTION

To approve Miscellaneous Bills as paid on Jan. 19, 2012 in the amount of $146,196.78

Submitted by: Brian Bousley **02/10/2012**
Date

WORKSHOP ACTION

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

COUNTY BOARD ACTION **DATE:**

	Approved
	Disapproved
	Approved with the following change(s):

General Fund Expenditures

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

Special Revenue Funds

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

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

APPROVED

MENOMINEE COUNTY
Claims Audit Report

Vendor Name / Vcher#	Voucher Date	Vendor's Ref#	Description	Debit Accnt#	$Amount	SepCk	Claim Total
Bank Account: General							
A B C PRINTERS							$203.44
22018	1/3/2012	94014	Regular Envelopes (x5000)	101-215-727.00	203.44		
Ace Hardware							$51.14
22129	12/12/2011	203690/2	Fasteners	101-265-755.00	2.06		
22130	12/1/2011	203616/2	Box Switch & Dowel	101-265-755.00	7.75		
22131	12/19/2011	203733/2	Bolt Set	101-265-755.00	11.37		
22132	12/28/2011	203777/2	Building & Ground Supplies	101-265-755.00	29.96		
Ade Incorporated							$150.00
22063	12/29/2011	81717	Needs Pass Web Records (Order #130	101-136-755.00	150.00		
ANGELIS MENOMINEE INC							$423.20
22090	12/8/2011	1263211-IN	Inmate Groceries	101-301-770.00	3.93		
22091	12/8/2011	1283211-IN	Inmate Groceries	101-301-770.00	90.35		
22092	12/14/2011	0000151-IN	Inmate Groceries	101-301-770.00	91.82		
22093	12/19/2011	0001224-IN	Inmate Groceries	101-301-770.00	89.73		
22094	12/23/2011	0110721-IN	Inmate Groceries	101-301-770.00	73.70		
22095	12/31/2011	0614211-IN	Inmate Groceries	101-301-770.00	73.67		
AT&T - Carol Stream, IL							$1,146.52
21993	1/1/2012	906753458201	January 2011 Telephone Charges	101-103-850.00	51.27		
21994	1/1/2012	906753220901	January 2011 Telephone Charges	101-103-850.00	396.34		
22068	1/1/2012	906R41083901	January 2012	101-103-850.00	698.91		
Automated Confirmations, LLC							$850.00
22076	1/11/2012	20111046	Automated Certified Transactions (x100	517-252-727.00	850.00		
Banc of America Leasing							$1,740.86
21995	1/10/2012	002-3056024-000	Konica Minolta Bizhub C35	101-261-942.00	1,740.86		
BAY AREA MEDICAL CENTER							$148.00
22059	12/31/2011	MENCTY	Pre-Employment Physical - Trina Rabid	101-172-801.01	148.00		
Bob Barker Company, Inc.							$430.59
22088	12/30/2011	WEB000200342	Inmate Supplies	101-301-770.00	250.19		
22089	1/5/2012	WEB000200607	Inmate Supplies	101-301-770.00	180.40		
BP							$583.04
22080	1/6/2012	32800671	December 2011 Charges	101-301-742.00	583.04		
Carquest Auto Parts							$93.87
22116	1/7/2012	2825-199103	Car Wash Powder	205-315-934.02	69.99		
22117	1/7/2012	2825-199096	Blue Coral	205-315-934.02	23.88		
Cellcom Wisconsin RSA 04							$475.90
22029	1/5/2012	312955	Family Court - Cellular Services	101-132-850.00	20.16		
22029	1/5/2012	312955	Family Court - Cellular Services	296-664-850.00	51.69		
22029	1/5/2012	312955	Family Court - Cellular Services	296-665-850.00	14.32		
22103	12/27/2011	159701	Cellular Services	101-301-850.00	389.73	x	
City of Stephenson - P.O. Box 467							$215.54
22066	12/29/2011	709	Annex - Utilities December 2011	101-261-920.01	16.00		
22066	12/29/2011	709	Annex - Utilities December 2011	101-261-920.02	30.00		
22066	12/29/2011	709	Annex - Utilities December 2011	101-261-920.03	169.54		
CLOVERLAND PAPER CO							$440.40
21996	1/6/2012	97422	Towels, Tissue, Liners	101-265-755.01	297.11		
22086	1/6/2012	97423	Lysol & Liners	101-301-770.00	115.60		
22087	12/23/2011	97250	Steel Sponges	101-301-770.00	27.69		

APPROVED JAN

MENOMINEE COUNTY
Claims Audit Report

Vendor Name / Vcher#	Voucher Date	Vendor's Ref#	Description	Debit Accnt#	$Amount	SepCk	Claim Total
Bank Account: General							
COHL STOKER & TOSKEY P C							$49.63
22069	1/5/2012	41722	Legal Services	101-211-807.00	49.63		
Country Mile Document Destruct							$52.52
22010	1/10/2012	12283	Shredding of Documents	101-265-801.00	52.52		
CUPPAD REGIONAL COMMISSION							$9,000.00
22012	12/16/2011	Dues	FY 2012 Membership Dues	101-103-802.00	9,000.00		
Dan Menacher							$136.45
22065	1/6/2012	Reimbursement	Postage, Ink Cartridge, Membership Fe	249-371-729.00	1.48		
22065	1/6/2012	Reimbursement	Postage, Ink Cartridge, Membership Fe	249-371-727.00	34.97		
22065	1/6/2012	Reimbursement	Postage, Ink Cartridge, Membership Fe	249-371-802.00	100.00		
DeDamos, Jennifer L.							$37.38
22025	1/13/2012	4709	Holdover Attendant/Transport of Juvenil	101-132-801.01	11.38		
22025	1/13/2012	4709	Holdover Attendant/Transport of Juvenil	101-132-801.00	26.00		
DEKETO, LLC							$1,211.00
22049	1/5/2012	DK 12-11	December Documents (x490)	256-277-857.00	1,078.00		
22074	1/6/2012	46	Thermal Transfer Labels (x8 Rolls)	101-268-727.00	133.00		
Delta/Menominee Health Dept.							$36,040.00
22034	1/15/2012	Appropriations	2nd Quarter Appropriations 2011 - 2012	101-997-999.03	36,040.00		
Dexter's							$50.00
22035	1/13/2012	872246	Lunch for Juror's - Jacques Trial	101-131-805.00	50.00		
DH Wireless Solutions							$5,254.75
22120	12/27/2011	EXECUIN4721	PO# 02600 Modems, Antenna, Cords, S	101-301-934.03	5,254.75		
Durocher, Tony							$125.39
22026	1/13/2012	Reimbursement	Mileage & Meals - Transport of Juvenile	101-132-801.00	85.14		
22027	1/13/2012	4711	Holdover Attendant/Transport of Juvenil	101-132-801.01	12.25		
22027	1/13/2012	4711	Holdover Attendant/Transport of Juvenil	101-132-801.00	28.00		
EAGLEHERALD PUBLISHING, LLC							$91.60
22051	12/31/2011	1408	December 2011 Advertising	101-101-901.00	91.60		
Eichhorn, Jayne							$94.96
22006	1/18/2012	Per Diem	Board of Canvassers	101-192-705.00	50.00		
22007	1/18/2012	Reimbursement	Mileage for Board of Canvassers	101-192-860.00	44.96		
Eldercare Home Pharmacy							$167.37
22099	12/31/2011	3108043	Inmate Medications	101-301-770.01	167.37		
Employee Benefits Agency, Inc.							$240.00
22054	1/3/2012	2624	January 2012 Administration Fee	101-103-712.02	240.00		
ESSER PAINT & GLASS							$47.23
22052	12/31/2011	10.12.11	Supplies	101-265-755.00	8.23		
22053	12/31/2011	12.5.11	Safety Glass (x2)	101-265-755.00	39.00		
Friends Ofc Prod Whse Direct							$239.14
22037	1/10/2012	36801	ROD - Office Supplies	101-268-727.00	239.14		
GREAT AMERICAN DISPOSAL CO THE							$52.32
22041	1/1/2012	21101160	Annex - Gargage Removal	101-261-930.04	52.32		
Great Outdoors							$557.50
22000	1/9/2012	10987	Replacement of Broken Springs on Ove	101-265-930.01	557.50		

APPROVED
COUNTY CLERK
MENOMINEE COUNTY MICHIGAN

MENOMINEE COUNTY
Claims Audit Report

Vendor Name / Vcher#	Voucher Date	Vendor's Ref#	Description	Debit Accnt#	$Amount	SepCk	Claim Total
Bank Account: General							
Gregory, Raymond G.							$90.00
22019	1/17/2012	2012-005-MI	Court Appointed Legal - Peterson	101-148-807.00	90.00		
Hafeman, Bill							$93.29
22002	1/18/2012	Per Diem	Board of Canvassers	101-192-705.00	50.00		
22003	1/18/2012	Reimbursement	Mileage for Board of Canvassers	101-192-860.00	43.29		
Hashimoto Sewer Service, Inc.							$275.00
22071	1/5/2012	9429	Library Maintenance	101-265-755.00	275.00		
HASS DANIEL							$31.15
22064	1/8/2012	Reimbursement	Photographs - Jacques Trial	101-267-804.00	31.15		
J S ELECTRONICS, INC.							$508.90
22105	12/27/2011	16903	Equipment Maintenance	101-301-934.00	197.40		
22112	1/3/2012	16926	Squad 5503 - Install Verizon Modem Sy	205-315-934.01	133.50		
22113	1/5/2012	16933	Squad 5501 - Install Verizon Modem Sy	205-315-934.01	178.00		
Joel Hensley, RN							$3,130.00
22015	1/14/2012	Blood Draw	K. Davis & C. Marsolek	101-267-801.01	200.00		
22016	1/8/2012	Blood Draw	K. Parrott & T. Mattys	101-267-801.01	200.00		
22101	1/14/2012	Nursing Services	December 4 - December 16, 2011	101-301-770.01	1,365.00		
22102	1/14/2012	Nursing Services	December 17 - December 31, 2011	101-301-770.01	1,365.00		
Kewley, Diane							$115.00
22023	1/11/2012	4707	Holdover Attendant (1/9 to 1/10/12)	101-132-801.01	35.00		
22023	1/11/2012	4707	Holdover Attendant (1/9 to 1/10/12)	101-132-801.00	80.00		
Klein-Dickert Co., Inc. - 316 Cty T/Hwy 180							$269.30
22107	1/3/2012	N2071	2008 Chevy Impala Windshield	101-301-981.00	269.30		
LaCosse Law, P.C.							$174.27
22044	1/3/2012	11-3439-FH	Court Appointed Legal - Seymour	101-131-807.00	174.27		
LENCA SURVEYING							$5,491.85
22011	1/14/2012	12006	Remon Yr 2012 - (January 9 - January 1	243-246-801.07	3,279.45		
22072	1/6/2012	12001	Remon Project Yr 2012 (Jan 1 - Jan 8, 2	243-246-801.07	2,212.40		
Lesperance, Diane							$32.75
22061	1/9/2012	Reimbursement	Mileage for Bank Trips (Oct - Decembe	101-253-860.00	32.75		
Linsmeier Implement, Inc.							$122.13
22055	12/31/2011	49073	Joint Assembly	208-751-930.02	122.13		
Manpower							$424.06
22039	1/8/2012	23111953	Week Ending 1/8/12 - Regina Mistark	101-141-704.00	424.06		
Marinette Farm & Garden							$49.96
22104	12/31/2011	184426	K9 Supplies	101-301-881.01	49.96		
MENOMINEE COUNTY CLERK							$76.29
21991	1/18/2012	Reimbursement	Replenish Petty Cash Account	101-131-805.00	23.75		
21991	1/18/2012	Reimbursement	Replenish Petty Cash Account	101-131-805.00	12.60		
21991	1/18/2012	Reimbursement	Replenish Petty Cash Account	101-131-805.00	12.69		
21991	1/18/2012	Reimbursement	Replenish Petty Cash Account	101-131-805.00	13.25		
21991	1/18/2012	Reimbursement	Replenish Petty Cash Account	101-131-805.00	14.00		
MENOMINEE COUNTY JOURNAL							$60.00
22056	1/1/2012	127	Kleinke Park Wood Bid	101-101-901.00	22.00		
22057	1/1/2012	126	Airport Commission	101-101-901.00	28.00		
22060	1/1/2012	128	Affidavit Fee	517-252-900.00	10.00		

APPROVED

MENOMINEE COUNTY
Claims Audit Report

Vendor Name / Vcher#	Voucher Date	Vendor's Ref#	Description	Debit Accnt#	$Amount	SepCk	Claim Total
Bank Account: General							
MENOMINEE COUNTY ROAD COMMISSI							$61.56
22110	1/5/2012	10558	Power to Radio's - December 2011	205-315-755.00	61.56		
MENOMINEE COUNTY TREASURER							$171.43
22013	1/16/2012	Reimbursement	HRA Claim	101-103-712.02	171.43		
MENOMINEE MEDICAL CLINIC							$152.00
22100	12/29/2011	12.29.11	Inmate Medical - Drossart	101-301-770.01	152.00		
Michigan State University - CANR Budget Finance							$9,552.25
22073	1/3/2012	2 MENOMINEE	2nd Qtr MOA Payment (Jan - March)	101-261-801.00	9,552.25		
MILLERS ACTION OFFICE SUPPLY I							$289.63
22024	1/11/2012	082763	Chair Mat (C.J.O. Grant)	296-663-727.00	85.99		
22031	1/13/2012	082930	Calculator Ribbon	101-215-727.00	4.99		
22036	1/13/2012	082913	Weekly Appointment Book	101-426-727.00	10.99		
22038	1/10/2012	082817	Pre Inked Stamp	101-268-727.00	84.98		
22046	1/9/2012	082782I	Pens & Sheet Protectors	101-215-727.00	33.72		
22062	12/19/2011	082362	Calendar, Tape, Labels	101-132-727.00	39.23		
22062	12/19/2011	082362	Calendar, Tape, Labels	101-148-727.00	7.74		
22062	12/19/2011	082362	Calendar, Tape, Labels	296-665-727.00	21.99		
NAPA AUTO PARTS PITSTOP							$8.76
22067	12/1/2011	42046	Windshield Wash Fluid, Carb & Brake (	208-751-755.02	8.76		
NORTHPOINTE BEHAVIORAL							$24,902.00
22033	1/15/2012	Appropriation	2nd Quarter Appropriation 2011 - 2012	101-997-999.26	24,902.00		
Pan-O-Gold Baking Co.							$87.64
22096	12/27/2011	00040683136112	Inmate Groceries	101-301-770.00	47.74		
22097	1/3/2012	00040683200305	Inmate Groceries	101-301-770.00	39.90		
Pinecrest Medical Center							$15.00
22111	1/1/2012	December 2011	Telephone Charges	205-315-755.00	15.00		
Przewrocki, Joan							$23.00
22022	1/11/2012	4706	Holdover Attendant 1/10/12	101-132-801.01	23.00		
Public Agency Training Council							$295.00
22118	1/4/2012	148706	Seminar - Jeff Brunelle	205-315-881.03	295.00		
Pummill Print Service Inc.							$193.95
22040	1/9/2012	5672	Forfeiture Notice (x10) & Window Envel	517-252-727.00	193.95		
Quill Corporation							$353.57
22017	1/6/2012	9145826	Post it Notes & Stereo Speaker	101-267-727.00	49.96		
22078	1/3/2012	9007552	Batteries, Pencils	101-301-727.00	48.80		
22079	1/3/2012	9007257	Pens, Ink Cartridges, Storage Boxes, D	101-301-727.00	254.81		
Randall Phillipps							$137.50
22121	1/18/2012	Various Cases	Court Appointed Legal - Briggs	101-131-807.00	12.50		
22122	1/18/2012	1997-8080-DS	Court Appointed Legal - Decamp	101-131-807.00	37.50		
22123	1/18/2012	2008-12351-DS	Court Appointed Legal - Sithamat	101-131-807.00	37.50		
22124	1/18/2012	Various	Court Appointed Legal - Steffen	101-131-807.00	25.00		
22125	1/18/2012	Various	Court Appointed Legal - Meunier	101-131-807.00	25.00		
Reinhart Foodservice							$840.46
22098	1/5/2012	989600	Inmate Groceries	101-301-770.00	840.46		
S & O LOCK AND PHONE SERVICE							$24.90
22077	12/21/2011	32933	Lock	101-301-727.00	24.90		

APPROVED

MENOMINEE COUNTY
Claims Audit Report

Vendor Name / Vcher#	Voucher Date	Vendor's Ref#	Description	Debit Accnt#	$Amount	SepCk	Claim Total
Bank Account: General							
Sault Tribe Youth Facility							$3,720.00
22020	1/9/2012	4704	Out of Home Placement Cost (A.N.)	292-662-843.05	3,720.00		
Simple Distributors, LLC							$74.00
22127	12/19/2011	7083-1	Sticky Notes, Binder, Insert Indexes, Ph	101-172-727.00	74.00		
Smogoleski, Jim							$40.00
22028	1/13/2012	4712	Memership Dues	101-132-802.00	40.00		
State of Michigan - Dept. of Management & Budget							$2,550.00
22114	12/27/2011	MPSCS-22932	Radio Subscription Fees (x26 Radios)	205-315-934.01	2,550.00		
State of Michigan - MI Dept. of Human Services							$4,271.43
22021	1/9/2012	4705	Monthly Offset Billing - November 2011	292-662-843.01	4,271.43		
Stateline Apparel							$84.99
22126	11/28/2011	20458	Duck - Zip to Waist Bib - Mike Sieg	208-751-745.00	84.99		
STEPHENSON MARKETING COOPERATI							$2,072.32
22070	12/31/2011	462643	Polar King Jacket - Jim Quist	208-751-745.00	45.00		
22108	12/31/2011	015579	December 2011 Gasoline Charges	205-315-742.00	2,027.32	x	
Stephenson National Bank&Trust							$70.00
22050	1/6/2012	2012-1	Safe Deposit Boxes	101-268-802.00	70.00		
TARGET INFORMATION MANAGEMENT							$39.83
22045	1/5/2012	267561	District Forms	101-136-727.00	39.83		
The Advertiser							$19.20
22084	12/31/2012	120269	Community Awareness Designat	101-301-755.00	19.20		
Time Warner Cable							$124.16
22085	12/30/2011	004-620475202-001	January 6 - February 5, 2012	101-301-770.00	124.16		
TWIN CITY ELECTRIC, Inc.							$35.00
22058	1/5/2012	77702	Change name to Trina Rabida - EMS	101-103-850.00	35.00		
TWIN COUNTY AIRPORT COMMISSION							$15,000.00
22032	1/15/2012	Appropriation	2nd Quarter Appropriation - 2011/2012	101-997-999.01	15,000.00		
U.E.S. COMPUTERS, INC.							$2,141.50
21997	1/11/2012	34750	FOC - Printers Maintenance	101-103-857.00	50.00		
21998	1/6/2012	59062	Workstation - Julie & Kim	516-253-955.00	1,000.00		
21998	1/6/2012	59062	Workstation - Julie & Kim	101-253-728.00	506.00		
21999	1/11/2012	34691	Emergency Services - Printer Maintenai	101-103-857.00	125.00		
22008	1/13/2012	59127	Computer Cable for Admin	101-103-857.00	-22.00		
22014	1/17/2012	59171	Toner Cartridge - FOC	101-141-727.00	284.00		
22048	1/5/2012	59040	Ink Cartridges - Emergency Services	101-426-755.00	125.00		
22048	1/5/2012	59040	Ink Cartridges - Emergency Services	101-426-727.00	73.50		
UNIFORM SHOPPE							$185.55
22081	1/16/2012	192799	Street Guard Gloves w/ Kevlar - Nast	101-301-745.00	111.85		
22109	8/4/2011	201678	Shirt - Brunelle	205-315-745.00	73.70		
UPCAP SERVICES INC							$88.09
22075	11/30/2011	1393	Work Crew @ Shakey & Kleinke Park	208-751-801.00	78.07		
22106	11/30/2011	1394	Work Crew Services	101-301-935.00	10.02		

MENOMINEE COUNTY
Claims Audit Report

Vendor Name / Vcher#	Voucher Date	Vendor's Ref#	Description	Debit Accnt#	$Amount	SepCk	Claim Total
Bank Account: General							
Verizon Wireless							$1,147.98
22009	1/3/2012	2680609800	Building & Grounds - Cellular Services	101-265-850.01	61.96		
22119	1/1/2012	2680073611	PO# 02597 Galaxy Tablet	101-301-934.01	604.97	x	
22119	1/1/2012	2680073611	PO# 02597 Galaxy Tablet	101-301-976.00	269.60	x	
22119	1/1/2012	2680073611	PO# 02597 Galaxy Tablet	101-682-850.00	0.40	x	
22119	1/1/2012	2680073611	PO# 02597 Galaxy Tablet	101-426-850.00	2.41	x	
22119	1/1/2012	2680073611	PO# 02597 Galaxy Tablet	205-315-850.00	208.24	x	
22119	1/1/2012	2680073611	PO# 02597 Galaxy Tablet	266-325-850.00	0.40	x	
WALTER BROTHERS INC							$74.52
22047	1/6/2012	B94840	Nuts/Bolts/Screws, Stain, Sockets	101-265-755.00	49.04		
22115	12/23/2011	B128002	Car Wash Mop & Nozzle	205-315-934.02	25.48		
Warner, Fredrick							$207.40
22042	1/9/2012	Reimbursement	Mileage - December 2011	296-668-801.00	94.60		
22043	1/9/2012	4703	Can Zone - December 2011	296-668-801.00	112.80		
Wennergren, Mary Jo							$52.78
22004	1/18/2012	Reimbursement	Mileage for Board of Canvassers	101-192-860.00	2.78		
22005	1/18/2012	Per Diem	Board of Canvassers	101-192-705.00	50.00		
WEST GROUP PAYMENT CENTER							$988.85
21992	1/1/2012	824178496	December 2011 Charges	269-145-801.00	404.93		
22030	1/4/2012	824279944	MI Reporter 1/1/12 - 12/31/12	101-132-802.00	291.96		
22030	1/4/2012	824279944	MI Reporter 1/1/12 - 12/31/12	101-148-802.00	291.96		
WISCONSIN PUBLIC SERVICE CORP - P O BOX 19003							$4,377.84
22001	1/6/2012	0402055840-00001	Jail Electrical Service - December 2011	101-265-920.03	4,377.84		
WMAM-AM							$379.00
22082	12/31/2011	116034	Safe Driving	101-301-755.00	154.00		
22083	12/31/2011	116035	Safe Driving	101-301-755.00	225.00		
Total Amount for Bank Account: General							$146,196.78

APPROVED
CHIEF FISCAL OFFICER
MENOMINEE COUNTY MICHIGAN

MENOMINEE COUNTY BOARD OF COMMISSIONERS
AGENDA ITEM

SUBJECT:	**Miscellaneous Boards/Committees/Commission Reports**
DEPARTMENT:	**Administration**
ATTACHMENTS:	**Yes**

SUMMARY:

Miscellaneous reports discussed at the 1/24/12 County Board meeting

RECOMMENDED MOTION

To approve the miscellaneous reports discussed at the 1/24/12 County Board meeting

Submitted by: Brian Bousley **02/10/2012**
Date

WORKSHOP ACTION

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

COUNTY BOARD ACTION **DATE:**

	Approved
	Disapproved
	Approved with the following change(s):

K. McNeely called the regular meeting of the Menominee County Library Board to order at 10:20 AM on Tuesday, December 13, 2011.

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

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

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

C. Peterson moved to go into closed session per MCL 15.268, Section 8(a) to evaluate the library director. Seconded by J. Freis. Roll Call vote was taken with all members voting YES. The board entered closed session at 10:22 AM.

J. Bejgrowicz moved to end the closed session and resume the regular meeting. Seconded by C. Peterson. Roll Call vote was taken with all members voting YES. The board resumed the regular meeting at 10:29 AM.

J. Freis moved to approve the minutes from the November 15, 2011 meeting. Seconded by J. Bejgrowicz, motion carried.

J. Bejgrowicz moved to approve the November financial reports. Seconded by J. Freis, motion carried.

C. Peterson moved to pay the December bills and authorize P. Cheski to pay any remaining monthly bills. Seconded by J. Bejgrowicz, motion carried.

Director's Report:

A. The monthly circulation stat comparisons are in the board packets.

B. The Friends purchased a large winter wreath and snowman to decorate the front of the library. Copies of the Friends recent newsletter are now available at the circulation desk and on the library's website. The Friends next regular meeting will be on Thursday, January 26, 2012 at 3:00 PM.

C. On Saturday, December 10, we delivered the books we collected for the Give-A-Kid-A-Book program in Menominee County.

D. The November Trustee Workshop Webinar presented on December 8 will soon be archived on the Superiorland Library website. Attorney Anne Seurynck presented this workshop on the Michigan Library Privacy Act.

E. Many donations of books, videos and DVDs continue to be brought to the library.

F. On Monday, December 12, Glenn Johnson, Supervisor of Bark River Township called to inquire about receiving library services from MCL.

G. Great American Disposal has not yet invoiced us for their services that began on October 1, 2011.

Old Business:

A. Library Board Term Open Position – This item has not yet appeared on the County Board's meeting agenda.

B. AT&T – Update – Some of the billing has been corrected, and we are still working on the remaining incorrect items.

New Business:

A. Michigan State Aid/Annual Report – The report was electronically filed, and we have received confirmation that the signed portion was received by the Library of Michigan. We were able to file earlier than usual, due to the hard work of Jessy White and other in the Clerk and Treasurer's offices.

B. 2012 Holiday Schedule -- After discussion, J. Freis moved to approve the holiday schedule for 2012. Seconded by J. Bejgrowicz, motion carried.

C. Crafty Crew Warming Tree – Two members of the Crafty Crew Homemakers organization will be at the library on December 19 to distribute items from the Warming Tree. Hats, gloves, mittens, scarves, socks and jackets have been donated for anyone who needs these items.

Other Board Concerns: J. Freis asked about the I.S.D. open house. This has been postponed until January.

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

As there was no further business, J. Bejgrowicz moved to adjourn the meeting. Seconded by J. Freis, motion carried. The meeting adjourned at 10:48 AM.

The Menominee County Board of Road Commissioners held a regular meeting in their offices north of Stephenson on Tuesday, December 13, 2011.

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

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

ABSENT: None

Public comments – Dale Axtell asked if House Bills 5125 & 5126 had passed. Moilanen stated that they had passed the House and were being taken up in committee today in the Senate. Axtell asked if the county board were to take over the road commission, what would happen to the current employees. Moilanen stated that would be up to the county board how they would want to structure the road commission. Kakuk commented that it would be a big job for the county boards to take over the road commissions as 75% of the state's roads currently fall under the jurisdiction of the road commissions, with the other 25% being under the State & local governments. Axtell asked if the county board would be able to do an adequate job of running the road commission. Moilanen stated that the current system works, but the real problem is inadequate funding.

John Nerat asked if the road commission was considering scheduling some of their regular meetings in the evening. Betzinger stated they would continue to be in the morning as the attendance did not increase when the meetings were held in the evening. It was also noted that if someone had a concern they wanted to address with the board, the board could accommodate their schedule.

Joe Skrobiak asked if an "ICY" sign could be put up at the bridge where G18 comes into Michigan. Moilanen stated he will have the foreman put extra sand down in the area.

Public appearances – None.

Additions/corrections to minutes for 11/08/11 – There being no additions or corrections, Betzinger declared that the minutes will stand as recorded.

Financial Report -

	Receipts	Expenditures	Payables / Reserves	Balances
Balance, November 07, 2011				$1,172,615.40
Receipts thru 11/30/11	31,684.66			
Expenditures thru 11/30/11		334,201.38		
Balance, November 30, 2011				870,098.68
Michigan Transportation Funds	218,843.27			
Receipts thru 12/12/11	36,416.61			
Expenditures thru 12/12/11		147,307.40		
State Maint. & Equip. Advances			93,809.00	
Balance, December 12, 2011	286,944.54	481,508.78	93,809.00	884,242.16

Payables & Reserves

Payroll 12/22, 01/05 (Est.)	130,000.00
Soc. Sec. 12/22, 01/05 (Est.)	9,945.00
Reserve for workers compensation insurance	10,013.00
Reserve for liability insurance	95,688.00
Reserve for rental grader lease (Dec 2009)	55,334.59
Reserve for rental grader leases (Oct 2010)	258,125.58
Reserve 4% set-aside for township allocations (2005/2006)	2,327.67
Reserve 4% set-aside for township allocations (2006/2007)	24,373.37
Reserve for MCRC balance of Old US2 over Wilson Creek	0.00
Reserve Hannahville 2% Funds-County Line Rd. Borings	0.00

Reserve Hannahville 2% Funds-Sign Truck	22,500.00	
Reserve for 2011 bridge inspections & load ratings	24,852.50	
Reserve for F-4 Lane bridge (Harris Twp)	248.60	
Reserve for Forest Funds	161,015.98	
Reserve for driveway plowing	3,462.30	
Reserve for equipment (Sign Truck)	125,686.00	(923,572.59)
		$ (39,330.43)

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

Vouchers # 12-0008, 12-0009, 12-0011, 12-1130, and 12-0013 – Moved by Kakuk, seconded by Anderson that the vouchers be approved and ordered paid. Carried unanimously.

Discuss 2012 Regular Meeting schedule – Moved by Kakuk, seconded by Anderson to approve the schedule as follows, carried unanimously:

Tuesday, January 3, 2012	9:00 a.m.	(Reorganizational Meeting)
Tuesday, January 10, 2012	9:00 a.m.	
Tuesday, February 7, 2012	9:00 a.m.	
Tuesday, March 13, 2012	9:00 a.m.	
Tuesday, April 10, 2012	9:00 a.m.	
Tuesday, May 15, 2012	9:00 a.m.	
Tuesday, June 5, 2012	9:00 a.m.	
Tuesday, July 10, 2012	9:00 a.m.	
Tuesday, August 14, 2012	9:00 a.m.	
Tuesday, September 11, 2012	9:00 a.m.	
Tuesday, October 9, 2012	9:00 a.m.	
Tuesday, November 13, 2012	9:00 a.m.	
Tuesday, December 11, 2012	9:00 a.m.	

Discuss permit request from Merit Network, Inc. – Moilanen explained that Merit Network, Inc., was a non-profit corporation that was installing fiber optic cable to provide internet to rural areas. The permit request was for installation along 39.25 Road, from US 41 to CR566 and back to US 41. Moved by Anderson, seconded by Kakuk to allow the permit only if Merit Network, Inc. agrees to the inclusion of language indicating that there would be no cost to the Road Commission for any future relocation of the cable or for any damage to the cable. Carried unanimously.

Act on resolution allowing Chair or Vice-Chair to sign Federal Aid contracts for Crack Sealing & Chip Sealing various roads –

Commissioner Anderson moved for the adoption of the following resolution:

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

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

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

It was seconded by Commissioner Kakuk and carried by the following vote:

Ayes: 3; Nays: 0 .

Discuss attendance at January 5, 2012 GLC meeting – All commissioners and Moilanen will attend the meeting in Baraga.

Any other business – Kakuk stated that the meeting in Lansing with the legislators regarding HB5125 &5126 had gone well. He encouraged township officials to contact their senators & representatives also.

Kakuk stated he had received a request for grading on the Sturgeon Landing Road due to logging operations in the area. Moilanen will have the foreman look at this area.

Public Comment – David Wesoloski asked if the road commission had funds coming in the future that would offset the current deficit at the bottom of the financial report. Moilanen stated that the number changes each month depending on the flow of revenues and expenditures.

Mr. Wesoloski asked if the road commission knows where they will be using the balance of the gravel that the township had crushed. Moilanen stated it would depend on the projects that are approved in the township for the upcoming year.

Mr. Wesoloski stated the MTA state meeting was scheduled for January 24 – 27, 2012 and that the county MTA meeting would be on January 19, 2012; and asked that the road commission take these dates into consideration when planning the annual township meeting schedule.

Joe Skrobiak asked if the road commission could alter the employees' vacation schedule so that there were more employees working during hunting season. Moilanen stated that the bargaining agreement lists the first week of hunting season as one of the designated vacation weeks.

Dale Axtell asked if Bay de Noc Road from 48th Ave. to Evergreen Road could be chip sealed. Moilanen stated that the road was in too poor condition for a chip seal and would need to be pulverized, rebuilt and repaved, but funds are not available at this time for the project.

Chuck Behrend asked if the state township organization had taken a stand on HB5125 & 5126. David Wesoloski replied that they had remained neutral on both bills.

John Nerat asked about the deadline for replacing the road signs under the federally mandated program. Moilanen stated that the law had been changed to now allow signs to be replaced as needed.

There being no further business, Betzinger declared the meeting adjourned at 9:39 a.m.

_____ _____

Road Commission Finance Director/Clerk Chair

The Menominee County Board of Road Commissioners held a reorganizational meeting in their offices north of Stephenson on Monday, January 03, 2012.

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

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

ABSENT: None

The Pledge of Allegiance was recited.

Election of Officers for 2012 – At Savord's first call for Chair nominations, Kakuk nominated Anderson. Savord again called for nominations for Chair. There were none. Savord again called for nominations for Chair. There being none, the nominations were closed. Savord called for a vote on the motion of Anderson being Chair for 2012. The motion carried by the following vote: Betzinger, Aye; Anderson, Aye; Kakuk, Aye.

Savord called for nominations for Vice-Chair. Betzinger nominated Kakuk for Vice-Chair. Seconded by Anderson. Savord again called for nominations for Vice-Chair. There were none. Savord again called for nominations for Vice-Chair. There being none, the nominations were closed. Savord called for a vote on the motion of Kakuk being Vice-Chair for 2012. The motion carried by the following vote: Anderson, Aye; Betzinger, Aye; Kakuk, Aye.

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

Public comments - None.

Public appearances – None.

Other Business – Moilanen stated he had received a notice from the Marquette County Road commission that a meeting with Senator Tom Casperson would be held on Wednesday, January 4, 2012 in Marquette to discuss pending legislation regarding road commissions. Moilanen will attend this meeting. Kakuk and Anderson will also attend if they are available.

Moilanen stated he had received a request from Menominee Township officials to have the Road Commission attend their monthly meeting on February 22, 2012 at 6:30 p.m. at the Menominee Township hall, instead of their meeting with the Road Commission on Monday, January 30, 2012 at 7:30 p.m. The board agreed to attend the Menominee Township Board meeting on February 22, 2012 at 6:30 p.m.

Betzinger asked if Moilanen was going to prepare a bid spec for roadside mowing. Moilanen stated that this will be an item for discussion on the agenda for the January 10, 2012 regular meeting so that some items could be clarified prior to the bid spec being written.

Public comments – Dale Axtell asked for further clarification on the proposed HB5125 & HB5126, which Moilanen provided.

Joe Linder asked about the gravel in the Kraniak pit that was crushed for the Three-Way Funding Program. Moilanen stated that this would be discussed at the annual township meetings. Mr. Linder questioned about the cost of trucking the gravel and whether the road commission would do the trucking or a private contractor. Moilanen stated that would be up to the Three-Way Funding Ad hoc Committee. Mr. Linder stated that he feels that the road commission should not charge for the labor & equipment to haul the gravel since the employees are already being paid whether they do the Three-Way Funding projects or not.

Dale Axtell asked if the funding provided by the county for the Three-Way Program was a one-time funding or if it would be ongoing. Moilanen stated that it was a one-time funding program.

There being no further business, Anderson declared the meeting adjourned at 9:24 a.m.

Road Commission Finance Director/Clerk

Chair

Menominee County
Department of Human Services Board
2612 10th Street
Menominee, MI 49858

BOARD MEMBERS
MARY BRADLEY
MICHAEL KAUFMAN
PEGGY BASTIEN

DIRECTOR
RUSSELL K. SEXTON

Date: November 29, 2011

The regular meeting of the Menominee County Department of Human Services Board was called to order by Michael Kaufman, Board Chair, at 9:02 a.m. The meeting was held in the Menominee County Department of Human Services Board Room.

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

Others Present: Andrew Laurin, Menominee County DHS

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

APPROVAL OF October 25, 2011 MINUTES:
Minutes of the October 25, 2011 Board Meeting were reviewed. A motion to accept the minutes was made by Mary Bradley and seconded by Mike Kaufman. Motion passed without opposition.

FINANCIAL REPORT:
The financial report for October 2011 was reviewed. There was $100.00 in expenditures for DHS Board meeting attendance; leaving a balance of $8,900.00.

There were no expenditures from the Child Care fund, leaving a balance of $3,500.00.

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

DIRECTOR'S REPORT:

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

MCSSA Information: Various MCSSA documents were distributed.

The next scheduled MCSSA District One meeting will be on January 11, 2012, in Marquette at the Ramada Inn.

Statewide Director's Meeting Information: Mr. Sexton went over his notes from the latest Statewide Director's meeting.

Collaborative Issues: No new information.

Business Plan Update: Mr. Sexton reviewed the new DHS Strategic Plan and the DHS Metrics - MiScorecard with the board.

Miscellaneous: Mr. Sexton reviewed a variety of policy changes and other current events with the board, including: MiBridges, FAP asset test policy; Foster Home Recruitment efforts and Lobby Management plans.

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

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

UNIT REPORTS: Mr. Andrew Laurin provided an in-depth report regarding the Foster Care and Foster Home Licensing programs.

BOARD BUSINESS:

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

NEW BUSINESS: Contract reviews were conducted:

CSBG-T-12-21018, Menominee-Delta-Schoolcraft CAA & HRA, $20,000.00. Funding provided for promotion of EITC filing by low income Michigan citizens and also to provide free income tax preparation assistance…

Motion made by Mary Bradley and seconded by Peggy Bastien to approve the review. Motion passed without opposition.

GUARD-12-55001, Donna Lamberg, private citizen, $783.00 per year for three years, total of $2,349.00. Guardianship – legal interventions for vulnerable adults referred by DHS or the court.

Motion made by Peggy Bastien and seconded by Mary Bradley to approve the review. Motion passed without opposition.

PUBLIC COMMENT: None.

NEXT MEETING: December 27, 2011 at 9:00 a.m. in the Menominee County DHS Board Room.

ADJOURNMENT: Motion to adjourn made by Mary Bradley and supported by Peggy Bastien. Motion passed without opposition. Meeting adjourned at 10:06 a.m.

Russell K. Sexton
Board Secretary

Michael Kaufman
Chairperson

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

Public Health
Delta & Menominee Counties

Board of Health Meeting

Pinecrest Medical Care Facility, Powers

Meeting Minutes
Wednesday, December 21, 2011

Board Members Present

Bob Burie	Mary Harrington	Bernie Lang
Tom Elegeert	Mark Jasper	Tom Trudgeon

Public Health Staff

Mike Snyder, Acting Health Officer/ Administrator
Lynn Woelffer, Director of Finance and Budget
Sharon Engelsgjerd, Executive Secretary

1. **Call to Order/Roll Call**

The December 21, 2011 meeting of the Delta-Menominee District Board of Health was called to order at 4:30 p.m. CST by Chairman Lang. Roll call was taken and is recorded above.

2. **Approval of Agenda**

Mr. Burie moved to approve the agenda. Motion was supported by Mr. Elegeert and carried.

3. **Approval of Minutes**

Mr. Elegeert moved that the minutes of November 9, 2011 be approved. Motion was supported by Mr. Trudgeon and carried.

4. **Finance Committee**

a. **FY11 Year End Report**

Mr. Trudgeon reported on the meeting of the Finance Committee on December 12th with Mike Snyder and Lynn Woelffer. The Committee reviewed the end-of-year report in detail. PHDM finished the fiscal year with a $17,000 shortfall. A significant portion of this was due to the Maternal Infant Health Program (MIHP) which was started last spring. Some deficit was expected with this program considering initial start-up costs, such as staff training, and the time to increase client enrollment. Mr. Trudgeon complimented PHDM staff for reducing the program's earlier deficit of $65,000 to only

$10,000. A status report on the MIHP program will be presented in the April Board of Health meeting.

About $7,000 of the FY11 shortfall was due to the early purchase of vaccine. This vaccine will be used and generate revenue during FY12.

Mr. Burie moved that the FY11 Financial Report be accepted. Motion was supported by Mr. Elegeert and carried.

b. **Audit for FY11**

Mr. Trudgeon presented the Finance Committee's quote from Anderson, Tackman & Company for audit services. In the past, Delta County's audit included PHDM. However, beginning with FY11, PHDM will need to conduct a separate audit to be rolled into Delta County's audit. Anderson, Tackman & Company has provided a quote for three years of audit service at $9,000 per year.

Mr. Elegeert moved that PHDM hire Anderson, Tackman & Company for three years to conduct PHDM's audit. Motion was supported by Mr. Jasper and carried.

5. **Personnel Committee**

a. **Employee Health Insurance**

Mr. Trudgeon reported on the meeting of the Personnel Committee on December 12th with Mike Snyder and Lynn Woelffer. Concerning employee health insurance, Public Act 152 requires PHDM to choose hard cap, aggregated hard cap, or 80/20 cap. The Personnel Committee recommended the Board approve the aggregated hard cap. For PHDM's situation, the aggregated hard cap offers the lowest overall increases in employee premiums and the most even distribution among covered employees. Employees will continue to have a choice between a standard plan and a U.P. Blue plan.

Mr. Elegeert made a motion to adopt the aggregated hard cap as recommended by the Personnel Committee. Motion was supported by Mr. Jasper and carried.

b. **Retirement for New Hires**

The Personnel Committee addressed whether to change retirement funding for new non-union hires. PHDM currently uses a Defined Benefit plan in which the employee pays 2%. In a Defined Contribution plan, PHDM would pay 7% and the employee 2%. Because PHDM's pension plan is currently overfunded and costs less than the Defined Contribution plan, the Personnel Committee recommended keeping the Defined Benefit plan and include in the Personnel Manual for Non-Union Employees the same wording found in the Union Contract: "Effective from and after January 1, 2012, the Employer may implement a Defined Contribution or Hybrid plan through MERS [Municipal Employees Retirement System] for all new hires."

Ms Harrington made a motion to continue the Defined Benefit plan and approve the above wording for the Non-Union Personnel Manual as recommended by the Personnel Committee. Motion was supported by Mr. Trudgeon and carried.

c. **Union Contract**

The Personnel Committee recommended approval of the updated Union Contract negotiated on December 9th. Changes include the following: 2% wage increase for each year of contract; incorporation of PHDM's Travel Expense Reimbursement policy dated February 22, 2011; and addition of long-term disability insurance for full-time union employees after January 1, 2014.

Mr. Elegeert made a motion to approve the Union Contract as written. Motion was supported by Mr. Jasper and carried with a vote of five *For* and one *Against*.

d. **Non-Union Wage Adjustments—2012**

The Personnel Committee recommended the Board approve a 2% wage increase in 2012 for all non-union employees.

Mr. Elegeert moved the Board approve a 2% wage increase for non-union employees in 2012. Motion was supported by Ms Harrington and carried with a vote of five *For* and one *Against*.

e. **Health Officer Position Update**

Mark Miller from the Michigan Department of Community Health (MDCH) has stated that Mike Snyder is not qualified for the Health Officer position based on his education, having a M.P.A. degree instead of a Master's in Public Health. Mr. Miller informed Mr. Lang that the Board has two options: 1) MDCH will extend Mr. Snyder in the position for six months while PHDM conducts a hiring process to have someone else in place by June 30th, or 2) MDCH will award provisional approval to Mr. Snyder if he agrees to take Public Health classes over a 3-year period. MDCH said the Board can appeal this decision by sending a letter justifying their belief that Mr. Snyder is indeed qualified.

Mr. Elegeert made a motion that the Board appeal MDCH's denial and that Mr. Snyder draft a letter to present for Board approval in the January meeting. Motion was supported by Ms Harrington and carried.

6. **Health Officer Report**

Mr. Snyder reported:

- The Dickinson-Iron Health District is experiencing the presence of a synthetic marijuana called "herbal incense." Iron Mountain has passed a city ordinance to ban it within city limits.
- PHDM is a recipient of the Michigan Cancer Consortium Spirit of Collaboration Award based on our collaborative work on the Michigan Smoke-Free Housing Project.
- PHDM has been conducting outreach to clinicians and to the public through newspapers to emphasize the need to be vaccinated against whooping cough.

- Our Prevention staff have been serving "mocktails" in grocery stores encouraging non-alcoholic drinks during the holidays.
- The city of Menominee has placed a drop box for drugs, legal or illegal, in their city hall. This will help reduce the misuse of drugs, especially prescription drugs.

7. **Public Comment**—None

8. **Adjournment**

There being no further business, a motion was made by Ms Harrington with support by Mr. Burie to adjourn the meeting. Motion was carried and meeting adjourned at 5:40 p.m. CST.

Chairperson

:se

NORTHPOINTE HEALTHCARE SYSTEMS BOARD OF DIRECTORS
Regular Monthly Meeting
MINUTES
715 Pyle Drive; Kingsford, Michigan
December 15, 2011 4:00 p.m.

CALL TO ORDER/ROLL CALL:
Karen Raether, Board Chairperson, called the meeting to order at 4:05 p.m. Mary Wendt, Board Secretary, conducted the roll call.

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

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

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

PUBLIC COMMENTS - No public comments

APPROVAL OF THE AGENDA: There were no additions to the agenda
ACTION: Moved to approve the agenda as presented.
Motion by: M DeGrave; supported by M. Negro. **Motion carried unanimously**

APPROVAL OF THE MINUTES:
There were no additions or corrections to the minutes from the regular Board of Directors meeting on November 17, 2011.
ACTION: A motion was made to dispense with reading the minutes from the November 17, 2011 regular Board of Directors meeting and approve as written.
Motion by: M. DeGrave; supported by C. Spence. **Motion carried unanimously**.

PRESENTATION: No presentation

CEO REPORT
Karen Thekan stated that her December 2011 CEO report was in Board packets; she provided the following updates and highlights:
Federal/StateActivity:
- Ms. Thekan attended three days of meetings in Lansing from December 12-14: a presentation on the "Missouri Model" which the State is looking at, a State directors' meeting, and a special meeting with all the State Community Mental Health Agencies (CMHs), Pre-Paid Health Plan (PIHP) Agencies, and Substance Abuse Coordinating Agencies. Ms. Thekan provided information from all three meetings and stated that the handouts from the meetings will be provided to Board members. Miscellaneous questions were addressed by Ms. Thekan.
- The State will be looking at two projects: services to veterans and individuals incarcerated in jails/prisons.

Regional Activity:
- The NorthCare Advisory Council held their first meeting on December 6. Mari Negro stated that she thought this meeting was a very good meeting and an issue discussed was that the U.P. CMHs did not have a lot of input into what NorthCare does. Ms. Negro stated that she left this meeting feeling very encouraged and hopeful that as a region everyone could come together and perhaps build something that the State would accept. Karen Raether stated that she also felt this was a good meeting and this is the first time she has seen NorthCare receptive to including the U.P. CMHs regarding input to the PIHP. Ms. Raether stated that there is another NorthCare Advisory Council meeting scheduled for March 6, 2012 and she and Ms. Negro will continue to participate in these meetings as a regional plan needs to be done. Ms. Raether stated that if there is another Board member that would like to participate on the NorthCare Advisory Council they are welcome to do so.

Local Activity:

- The county administrators/county sheriffs participated in their quarterly meeting with Northpointe on December 9. One issue that continues to be discussed is county allocations and how this is divided. The Northpointe total dollar amount needs to remain the same but how the three counties want to divide this amount is up to the commissioners from all three counties.
- The Michigan Protection and Advocacy issue is continuing through the legal process and may take 3-4 months before a decision is made on the case in review.

FINANCE COMMITTEE REPORT – C. Spence

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

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

   The check disbursement report in the amount of $1,318,768.56 was reviewed and recommended for Board approval.

   ACTION: A motion was made by C. Spence, supported by M. Negro to approve the check disbursement report for bills paid in the amount of $1,318,768.56 as presented.

   ROLL CALL VOTE:

MEMBERS	YES	NO	MEMBERS	YES	NO
Connors, Peggy			Luhtanen, Joan	X	
DeDie, William	X		Martin, Ann	X	
DeGrave, Marylee	X		Negro, Mari	X	
Erickson, Peggy	X		Raether, Karen	X	
Hofer, Millie	X		Plumley, Robert		
Lang, Bernie	X		Spence, Christine	X	

   Motion carried unanimously.

2. **ISSUE:** Review Financial Reports – November 2011

   The committee reviewed the November 2011 financial report and recommended for Board approval.

   ACTION: A motion was made by C. Spence, supported by M. Negro to approve the November 2011 financial report.

   ROLL CALL VOTE:

MEMBERS	YES	NO	MEMBERS	YES	NO
Connors, Peggy			Luhtanen, Joan	X	
DeDie, William	X		Martin, Ann	X	
DeGrave, Marylee	X		Negro, Mari	X	
Erickson, Peggy	X		Raether, Karen	X	
Hofer, Millie	X		Plumley, Robert		
Lang, Bernie	X		Spence, Christine	X	

   Motion carried unanimously.

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

   The committee reviewed the following contracts and recommended for Board approval. Miscellaneous questions were addressed by KarenThekan.

#	Name of Contract	Purpose of Contract	Date of Contract	Old Rate	New Rate	Change
A.	Waste Management	Garbage Pick-Up	11/15/11 – 11/14/12	$69.71/mo.	$80.25/mo.	Inc. $10.54
	This is a renewal for garbage pick-up for the Menominee office.					
B.	St Mary' Hospital	Psychiatric Inpatient Services	1/1/12 – 12/31/12	$1163/day	$1163/day	n/a
	This is a renewal agreement for inpatient services with St Mary's in Rhinelander, WI					
C.	HIS, Inc.	Specialized Residential	12/1/11 – 11/30/12	$150/day and $300/day for one DD consumer	$250/day for 1 consumer and $350/day for 3 consumers	$1050/day to $1300/ day-Total
	Northpointe is changing this home from an MI home to a DD home using the Culture of Gentleness. There will be only 4 very high need consumers residing at the home.					
D.	Wakeham AFC	Specialized Residential	1/1/12 – 12/31/12	$77.30/day	$77.30/day	n/a

	This is a contract for one consumer who resides at Wakeham AFC in Atlantic Mine. Rates are established based on individual needs.					
E.	Bellin Psych. Center	Inpatient Services	1/1/12 – 12/31/12	$885/day	same	same
	This is a renewal agreement for inpatient services through Bellin in Green Bay.					
F.	Schlaud AFC	Residential Services	11/4/11 – 12/31/11	n/a	$63.25/day	Inc. of $63.25
	This is an addendum to the current contract with Schlaud AFC for the addition of a new high need resident. The new contract for 2012 was approved by the Board last month. This additional resident needs to be added to that agreement also effective 1/1/12 to 12/31/12.					
G.	The Michigan Center for Positive Living Supports, Inc.	Mobile Crises Intervention, Assessments and Gentle Teaching Services	10/1/11 – 9/30/12	24 Hr. Crises Line - $125 Initial 1.5 hr.- $75/hr. Following Mobile Training/ Crises Team - $600/diem Training/ Crises Transition Home- $650/day On Site Initial Evaluation - $1,500 Follow-Up Eval. - $175/hr.	Mobile Training/ Crises Team - $600/diem Training/ Crises Transition Home - $650/day On Site Initial Evaluation - $1,500 Subsequent Meetings after initial evaluation- $1500/eval. Trainings Train the trainer - $200; Mentor Training - $100; Mentor Certification - $300; Goal Develop.- $100	No real change
H.	Linsmeyer Home	Children's Foster Care	2/1/12 – 1/31/13	$75/day	$75/day	No change
	This is a renewal agreement for Children's Foster Care services for one young individual in this home.					
I.	Beacon Residential Services	Specialized Residential	2/1/12 – 1/31/12	$213.50/ day for Group Home $592/day – Trolley Ctr. $125/day for Apart. Prog. $40/unit - Case Mgt. $450 - Psychiatric Eval. $190 - Med Review	No change	No change

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

ROLL CALL

MEMBERS	YES	NO	MEMBERS	YES	NO
Connors, Peggy			Luhtanen, Joan	X	
DeDie, William	X		Martin, Ann	X	
DeGrave, Marylee	X		Negro, Mari	X	
Erickson, Peggy	X		Raether, Karen	X	
Hofer, Millie	X		Plumley, Robert		
Lang, Bernie	X		Spence, Christine	X	

Motion carried unanimously.

4. **ISSUE:** Dr. Razdan's Contract
   In Dr. Razdan's three year contract it states that a performance payment would be paid in December of each year based on Dr. Razdan's job performance and available funds. Karen Thekan stated that since Dr. Razdan is a contract employee he does not receive a formal employee evaluation but annually co-workers and consumers are surveyed to review their satisfaction of services from Dr. Razdan. The survey conducted in May 2011 for Dr. Razdan is being provided to Board members for their information. Ms. Thekan stated that the Finance Committee will be re-looking at a performance payment for Dr. Razdan at the January Finance Committee meeting as Bill Adrian will know at this time what the Northpointe end of the year finance close out will be. Miscellaneous questions were addressed by Ms.Thekan.
   ACTION: Information
5. Miscellaneous
   - The region is looking at how to reallocate the Medicaid dollars to the U.P. CMHs.
   - It was asked if there was any further information regarding the 80/20 health insurance split. At this time there were no further updates or information to provide.

PLANNING COMMITTEE REPORT – J. Luhtanen

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

1. **ISSUE:** Needs Assessment Access Data
   The Needs Assessment Access Data report was provided by Nance Benson, Access Manager.
   ACTION: Information
2. **ISSUE:** Stakeholder Committee Meeting Report
   The Stakeholder Committee meeting was held on December 6. Lisa Dionne reviewed the meeting minutes.
   ACTION: Information
3. **ISSUE:** Vote for New Stakeholder Advisory Committee Members
   There are 7 openings on the Stakeholder Advisory Committee and 6 applications were received – 4 applicants are requesting reappointment to the committee and 2 applicants are new.
   ACTION: A motion was made by J. Luhtanen, supported by M. DeGrave to approve that Harry Groulx, Gerald McCole, Adam Van Able, David King, Fumiko McLain, and Deanna Henderson be appointed to the Stakeholder Committee with their terms beginning January 1, 2012. **Motion carried unanimously.**
4. **ISSUE:** 2012 Board Presentations
   Possible Board presentations for 2012 were reviewed and other suggestions provided were: Bill Adrian presenting finance information, DIVER, reviewing the different accounts on the financial statement, and invite an AFC provider to present on how to get an AFC license. If other Board member have further suggestions for Board presentation they can e- mail them to Karen Thekan or Mary Wendt.
   ACTION: Information
5. **ISSUE:** Draft-Board Orientation Manual
   DISCUSSION: Planning Committee members continue to work on the Board orientation manual. Mari Negro suggested a short Board orientation video could also be done for new Board members.
   ACTION: A draft of the Board Orientation manual will be provided to Planning Committee members at their February Planning meeting.
6. **Miscellaneous**
   - The NAMI Christmas party is on Friday, December 16 at the Marantha Church and everyone is invited to attend.
   - Joan Luhtanen stated with the upcoming holidays that this is a stressful time for some individuals and is a good time to encourage individuals to get help if they need it.

CHAIRPERSONS REPORT - K. Raether

- The next NorthCare Advisory Council meeting is scheduled for March 6, 2012.
- The Great Lakes Executive Committee met on November 30 and planning for the 2012 fall conference began as a place to the hold conference needs to be secured soon.

OLD BUSINESS - No old business

NEW BUSINESS - No new business

BOARD PREROGATIVE/AMBASSADOR MOMENT

- Karen Raether stated that the holiday season is upon us and if you know of someone that is in distress encourage them to receive services.
- Mari Negro stated that on December 20 at the Annex in Stephenson, Senator Stabenow will be skyping into an open forum meeting that is being held there and everyone is invited to attend this.

PUBLIC COMMENTS – No public comments

ADJOURNMENT

Chairperson Raether stated the meeting adjourned. Meeting adjourned at 5:42 p.m.

The next regular monthly Board meeting is scheduled for January 19, 2012 in Kingsford, Michigan at 4:00 p.m.

_____

Karen Raether, Chairperson

_____

Peggy Connors, Secretary

_____

Mary Wendt, Board Secretary

MENOMINEE COUNTY BOARD OF COMMISSIONERS
DISCUSSION ITEM

SUBJECT:	**Camp Host – Volunteer Program**
DEPARTMENT:	**Parks/Administration**
ATTACHMENTS:	**Yes**

SUMMARY:

Commissioners are asked to approve the Camp Host Volunteer Program for Menominee County, Kleinke Park

RECOMMENDED MOTION

Submitted by: Brian Bousley **02/10/2012**
Date

WORKSHOP ACTION

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

COUNTY BOARD ACTION **DATE:**

	Approved
	Disapproved
	Approved with the following change(s):

DRAFT PROPOSED: 2/6/2012

CAMPGROUND HOST - VOLUNTEER PROGRAM

POLICY

Menominee County Board of Commissioners encourages the use of volunteers as Campground Hosts at Kleinke Park. Volunteer Hosts must comply with all State Laws, Menominee County Park Rules and Policies and Procedures.

Hospitality is the most important function of Campground Hosts. Their duties include, but are not limited to the following:

- Extend a warm welcome to campground visitors.
- Maintain a friendly presence
- Provide answers to questions and information regarding local attractions
- Loan available camping recreational equipment to visitors.
- Also see duties on page 4

Hosts contribute their services with the goal of assuring visitors a comfortable enjoyable stay and enhance the quality of their outdoor-recreation experience.

PROCEDURE

Number of Hosts

Kleinke Park will be limited to one set of Camp Host at a time.

Timetables

Campground Hosts are scheduled at Kleinke Park from May 15 to September 15.

Selection and Application Process

Campground Host applications are accepted year-round.

- Applicants must be at least 21 years of age and Michigan residents are given priority.
- Applicants must submit a Volunteer Campground Host Application, and Volunteer Release and Waiver of Liability Form to the County Administrator/Park Assistant Superintendent or Designee.
- Applications can be obtained at the Menominee County Administration Office
- All Camp Host applicants are subject to criminal history background check.
- Applicant interviews and selection will be conducted by the County Administrator/Park Assistant Superintendent or Designee.

- Hosts may not begin service until the required forms are on file and the criminal history check is conducted. Forms will be kept with the County Administrator.
- Unsuccessful applicants will be notified in writing by the County Administrator/Park Assistant Superintendent or Designee.
- A new application and criminal history check are needed for each calendar year.
- Individuals chosen to serve as Hosts are not guaranteed selection for a succeeding service period.

Menominee County employees are not eligible to be campground hosts. Campground Hosts who have an immediate relative (parent, sibling, child) serving as a full-time or seasonal employee cannot serve as Host.

Criminal History Check

Any adult, who resides on the host site for more than 2 days, shall be subject to criminal history background checks. The County Administrator/Park Assistant Superintendent or Designee submits the data for the criminal history background check in the same process as he/she does for the Campground Host (previously explained in the **Selection and Application Process** section of this Policy).

Training

All Hosts are required to attend the Menominee County Campground Host Training Program.

Length of Service

All Campground Host schedules are assigned by the County Administrator/Park Assistant Superintendent or Designee based on the needs of the Park.

- The intent is to schedule a Host for no less than four consecutive weeks or no more than eight consecutive weeks.
- Exceptions to the minimum or maximum time periods will be recommend from the Parks and Recreations Committee and approved by the Menominee County Board of Commissioners.

Scheduling

Being a Campground Host represents a major commitment of time. A minimum of 20 hours per week is to be contributed by the Campground Host.

Campground Host on-duty and off-duty hours should be mutually agreed upon by the Host and the Unit Supervisor/Manager. Hosts are required to provide services based on their units' needs, including weekends and holidays. On-duty and off-duty hours should be posted in a visible location at the Host site.

Additional days off and other changes in scheduling will be subject to the approval of the County Administrator/Park Assistant Superintendent or Designee.

Uniforms

All Campground Hosts shall be provided uniforms from the County Administrator/Park Assistant Superintendent or Designee at the expense of Menominee County Parks. Nametags will contain the following:

Line 1: Host name (however you/they want it, first only, first & last, Mr or Mrs.)
Line 2: Volunteer Campground Host

Name tags, and at least one other uniform part, must be worn at all times while on duty.

Uniforms should not be worn outside of the assigned unit unless on official business which has been approved by the County Administrator/Park Assistant Superintendent or Designee.

Campground Host vests and name tags must be returned to the County Administrator/Park Assistant Superintendent or Designee at the end of the Host's assignment.

Campsite

County Administrator/Park Assistant Superintendent or Designee responsibility to select the site and facilities to be used by the Campground Host at no charge. The site is to be in a highly visible area, such as a location near the campground entrance or across from a campground restroom building. The Campground Host site should not be located on a high demand campsite.

The Host campsite must be kept neat and clean at all times.

The County Administrator/Park Assistant Superintendent or Designee will provide the Host campsite with the following:

1. "Campground Host" sign
2. Bulletin Board or Eraser Board.
3. "On Duty/Off Duty" sign
4. Display rack or table for brochures, maps, etc.
5. Electricity (if available), Water (if available)

Visitors to Host's Campsite

Guest visits and lengths of stay must not interfere with the Host's duties. The only people, who may reside on the Host campsite for more than 2 days, are those on the application.

Equipment

The Camp Host may loan provided recreational equipment to campers.

Duties

Campground Hosts duties will supplement the staff by assisting and directing visitors to a campsite, explaining camping fees, assisting with camping activities, supply visitors with information and similar tasks. Specific Host duties can vary with assignment, but should not include janitorial, building and/or grounds maintenance.

The following Campground Hosts activities contribute to the 20 weekly service hours for Hosts:

1. Providing or Assisting with at least one (1) Special Weekly Activity
2. Daily Tour of Campground
3. Loan of Recreational Equipment
4. Maintain Bulletin Board at Host site with weekly activities listed
5. Assist in "Green Initiatives" efforts

Activity Report

Hosts are required to complete a weekly Volunteer Campground Host Activity Report to be turned into the Park Rangers.

Liability

While a volunteer is serving in the capacity of a Campground Host, he/she has the same immunity from civil liability as a Department employee.

Injuries/Accidents

At the time of an injury/accident, volunteers must notify the County Administrator/Park Assistant Superintendent or Designee. Medical cases will be reviewed on an individual basis by the County Administrator/Park Assistant Superintendent or Designee. County Administrator/Park Assistant Superintendent or Designee will file these reports.

Prohibited Acts

1. Under no circumstances will Hosts be allowed to collect camping fees, or any other Menominee County or concession operator's funds.
2. Volunteers will not operate park vehicles or equipment (trucks, gators, golf carts etc.)
3. Campground Hosts have no law enforcement authority. Infractions of Menominee County Park rules and policies are to be reported to Park Rangers.
4. Hosts may not be scheduled to relieve paid employees on breaks or scheduled to perform job tasks normally assigned to paid employees.

Departure

All equipment and specified uniform items must be returned to the unit when the volunteer assignment has ended.

Evaluations may be completed by the Campground Host and Park Rangers as frequently as desired but must be done at the completion of the agreed upon assignment. Completed evaluations are to be kept with the County Administrator or Park Assistant Superintendent.

VOLUNTEER RELEASE AND WAIVER OF LIABILITY

Please read carefully! This is a legal document that affects your legal rights!

The Menominee County Board of Commissioners encourages and supports volunteers. As a volunteer, I have an important role in providing services and programs to the public.

I want to work as a volunteer for the Menominee County Board of Commissioners which appoints people like me to serve and to help Menominee County. While I am serving as a volunteer, **I have the same immunity from civil liability under Michigan law as an employee of Menomonee County**. After becoming a volunteer, Menominee County will provide me with support, supervision, training, and supplies for me to accomplish my assigned tasks.

Therefore, I do freely, voluntarily, and without duress, execute this Release and acknowledge the following terms:

1. **Waiver and Release.** I hereby release, waive, discharge and covenant not to sue Menominee County, its departments, officers, employees and agents, from any and all liability to me, for all losses, injury, death or damage, and any claims or demands thereto, on account of injury to person or property, or resulting in my death in reference to the activities authorized in my work as a volunteer. I hereby covenant and agree to indemnify and save harmless, Menominee County, its departments, officers, employees and agents, from any and all claims and demands, for all loss, injury, death or damage, that any person or entity may have or make, in any manner, arising out of any occurrence related to the activities authorized in my work as a volunteer.
2. **Medical treatment.** I release and discharge Menominee County from any claim that arises or may arise due to any first aid, medical treatment, or service rendered to me. I understand that I may not be entitled to workers' compensation.
3. **Assumption of risk.** I understand that my work for Menominee County may include activities that may be hazardous. I assume the risk of injury or harm in those activities I choose to do and release Menominee County from all liability for injury, illness, death, or property damage occurring from my work for Menominee County.
4. **Insurance.** Menominee County does not have responsibility for providing any health, medical or disability insurance coverage for me. IT IS MY RESPONSIBILITY AS A VOLUNTEER TO INSURE I HAVE MEDICAL/HEALTH INSURANCE. As with other members of the public, I may file a claim with the State Administrative Board for personal losses that are under $1,000.
5. **Photographic release.** I grant to Menominee County the right to use photographic images and video or audio recordings of me that are made by MDNR or others during my work assignment for Menominee County, including royalties, proceeds or other benefits from use of the photographs or recordings.
6. **Copyright laws.** I understand that showing videos in public that are intended for home viewing is prohibited under the U.S. copyright laws.
7. **Background check.** I understand that a criminal history check may be obtained prior to my appointment as a volunteer. By signing this agreement I agree to a criminal history check and agree to provide Menominee County with my birth date.
8. **Discrimination laws.** I agree to follow Menominee County's policy along with state and federal laws that forbid discrimination in employment, education, housing, public accommodation, law enforcement or public service based on a person's religion, race, color, national origin, age, sex, marital status, height, weight, or disability.
9. **In-kind service.** Menominee County is eligible for some grants that require us to match the dollars received from the grant. Many of these grants allow us to use in-kind services as a portion of this match instead of actual dollars. Your volunteer time may be used as an in-kind service to help us earn our match for some grants from federal or other sources. By signing this form, you consent to the use of your volunteer time as a possible in-kind match for grants received by Menominee County.
10. **Other.** I agree that this Release is intended to be as broad and inclusive as permitted by the laws of Michigan and that this Release is governed by and will be interpreted according to the laws of Michigan. I understand that should any part of this Release be ruled invalid by a court, the other parts will remain valid and continue to be in effect.

Signature: _____ Date: _____

Signature: _____ Date: _____

VOLUNTEER CAMPGROUND HOST APPLICATION

Applicants

Serve as Volunteer Campground Host(s) at Kleinke Park

Available From: *To*

List two references and their relationship to you.

Name	Name	
Address	Address	
City, State, ZIP	City, State, ZIP	
Relationship	Telephone	Relationship

In Case of Emergency, please notify:

Name and address of person to be notified (not living with you) Relationship Telephone

- *I certify that I have willfully provided all information on this application and it is true and accurate.*
- *I understand that the information provided is required under the authority of Menominee County Board of Commissioners for the safety and well-being of all persons who utilize public campground facilities and this information will become public record.*
- *I understand that a criminal history check may be obtained prior to my appointment as a Volunteer Campground Host.*
- *I understand that once I have accepted a host assignment, I cannot change my assignment and will provide notice should I/we need to leave.*
- *I agree to abide by State and Federal laws and Menominee County policy which prohibit discrimination in employment, education, housing, public accommodations, law enforcement or public service based on religion, race, color, national origin, age, sex, marital status, height, weight, or disability.*
- *I further certify that I have read, understand, and have signed the Volunteer Release and Waiver of Liability.*
- *I further certify that I have read, understand and agree to abide by the Campground Host-Volunteer Program Policy.*

Applicant's Signature	Date	Co-Applicants Signature	Date
Applicant's Shirt Size		Co-Applicant's Shirt Size	
S M L 1X 2X 3X		S M L 1 x 2 X 3X	

Confirmed Dates of Assignment: Park Supervisor Signature:

☐ Criminal History Check completed and Volunteer is approved Date:

VOLUNTEER CAMPGROUND HOST APPLICATION

Applicant's Name	Retired? Yes NO	Co-Applicant's Name	Retired? Yes No
Address		Address	
City, State, ZIP		City, State, ZIP	
Telephone	E-Mail Address	Telephone	E-Mail Address
Occupation (current or past)		Occupation (current or past)	
Drivers License Number and State of Issue	Date of Birth	Drivers License Number and State of Issue	Date of Birth
Have you attended training for Volunteer Campground Hosts? No Yes If Yes. Date of		Have you attended training for Volunteer Campground Hosts? NO Yes If Yes. Date of Training	
Have you served as a Volunteer Host before? No Yes If Yes. where?		Have you served as a Volunteer Host before? No Yes If Yes. where?	
Dates served		Dates served	
What special talents/interests do you have?		What special talents/interests do you have?	
Have you ever been convicted of a felony or misdemeanor? No Yes - If Yes, what		Have you ever been convicted of a felony or misdemeanor? No Yes - If Yes, what and when?	
Are you currently charged with a felony or misdemeanor? No Yes - If Yes, what and when?		Are you currently charged with a felony or misdemeanor? No Yes - If Yes, what and when?	

List names of all family members (in addition to Applicant and Co-Applicant) who will reside full time on the campsite.

Will any pets reside with you?
If so what kind? Dogs- How many?____ Cat - How many? _____ El Other (specify) _____ - How many? ____
No Yes

What kind of camping equipment will you use? ❑Tent ❑Motor Home ❑Trailer/Camper	Size/Length of Unit	

CAMPGROUND HOST ACTIVITY REPORT

Period Dates _____ to _____

**"Daily Host Activities" — Planned, structured events. Daily walks or contacts should only be included if unordinary in some way.

This form should be kept during your assignment and turned in at the end of your term. It should be available upon request.

***"Number of Contacts" — Totals should be for the day, not just for your activities or events.

**"Daily Host Activities" — Planned, structured events. Daily walks or contacts should only be included if unordinary in some way.

**Daily Host Activities *(Identify category or type of activity performed)*

Sunday:

	*NUMBER OF CONTACTS
SUNDAY	
MONDAY	
TUESDAY	
WEDNESDAY	
THURSDAY	
FRIDAY	
SATURDAY	
TOTALS	

Sunday: _____

Monday: _____

Tuesday: _____

Wednesday: _____

Thursday: _____

Friday: _____

Saturday: _____

MENOMINEE COUNTY BOARD OF COMMISSIONERS
DISCUSSION ITEM

SUBJECT:	**DNR Grant**
DEPARTMENT:	**Parks/Administration**
ATTACHMENTS:	**Yes**

SUMMARY:

Brian would like to apply for a grant for water and electric installation at River Park as phase 1 for the development of Park.

RECOMMENDED MOTION

Submitted by: Brian Bousley **02/10/2012**
Date

WORKSHOP ACTION

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

COUNTY BOARD ACTION **DATE:**

	Approved
	Disapproved
	Approved with the following change(s):

7.0 RECREATION DEVELOPMENT SCHEDULE

The following listing represents a development schedule for recreation in the County. The needs of this Plan are directly related to this schedule. It must be understood that as priorities change or opportunities occur, the exact scheduling of this development program may change.

Table 7-1
Capital Improvement Schedule
Menominee County Park System

Priority	Project	Estimated Cost	Funding Source
#1	Bathhouse and Sanitation Station at Shakey Lakes	$300,000	Local and 2% Grants
#2	New Well and Campsite Construction at River Park	$25,000	Local and 2% Grants
#3	Boat Wash Station at Shakey Lakes	$15,000	Local and MDNR Grant
#4	Fishing Platform at Shakey Lakes	$5,000	Local and MDNR Grant
#5	Nature Trails at Bailey Park	$7,500	MDNR Grant
#6	Boat Launch at Mason Park	$7,500	MDNR Grant

Michigan Department of Natural Resources – Grants Management

RECREATION PASSPORT GRANT PROGRAM
2012 GRANT APPLICATION

This information is requested by authority of Act 451 of 1994, as amended.
This application must be completed in full to apply for a grant from the Recreation Passport Grant Program.

DNR USE ONLY
Application Number
Region Number

A large print version of this application is available upon request.

All location maps, site development plans, boundary maps, and other graphic information should be **8.5 inches by 11 inches** in size and must be clear, legible, detailed, and appropriately labeled. You may also submit larger versions of any or all of them. Grants Management staff use these materials to help evaluate your application and to find and evaluate many of the sites. We must also photocopy many of the graphic materials in black-and-white; be sure that what you submit will photocopy legibly. **Please do not submit aerial photographs for location maps, site development plans, or boundary maps.**

REQUIRED CONTENT FOR ALL APPLICATIONS:

- ☐ ***Recreation Passport Grant Application Form*** (PR1956) - one copy fully completed and signed
- ☐ **Application Narrative**
- ☐ **Site development plan**
- ☐ **Project location map**
- ☐ **Boundary map** delineating the legal boundaries of the park site
- ☐ **Current annual capital improvement plan** – plan must include the proposed project
- ☐ **Certified Resolution** from the governing body
- ☐ **Documentation of local match sources,** letters of commitment for match sources
- ☐ ***Documentation of Site Control Form*** (PR1956-1)
- ☐ **Site Photographs** of the site where the facilities will be developed

REQUIRED CONTENT FOR SOME APPLICATIONS:

- ☐ **Documentation justifying a larger service area,** if applicable
- ☐ **Environmental Report** if applicable based on *Property Checklist* in Section E of the application form
- ☐ **Preliminary Floor Plans** if the development is to include the construction of new facilities or structures

Michigan Department of Natural Resources – Grants Management

MICHIGAN NATURAL RESOURCES TRUST FUND
2012 GRANT APPLICATION

This information is requested by authority of Part 19 of Act 451 of 1994, to be considered for a recreation grant.

A large print version of this application is available upon request.

All location maps, site development plans, boundary maps, and other graphic information should be **8.5 inches by 11 inches** in size and must be clear, legible, detailed, and appropriately labeled. You may also submit larger versions of any or all of them. Grants Management staff use these materials to help evaluate your application and to find and evaluate many of the sites. We must also photocopy many of the graphic materials in black-and-white; be sure that what you submit will photocopy legibly. **Please do not submit aerial photographs for location maps, site development plans, or boundary maps.**

REQUIRED CONTENT FOR ALL APPLICATIONS:

- ☐ ***MNRTF Grant Application Form*** (PR5750) - one copy fully completed and signed
- ☐ **Application Narrative** - two copies
- ☐ **Site development plan** - two copies
- ☐ **Project location map** - two copies
- ☐ **Documentation of local match sources,** if required in Section A1 of the application form
- ☐ **Advance notice of a public meeting** to take public comment on the application
- ☐ **Minutes of the public meeting** held to take public comment
- ☐ **Certified Resolution** from the governing body
- ☐ **Environmental Report** if applicable based on *Property Checklist* in Section D of the application form
- ☐ ***Notice of Intent Form*** (PR5750-2)
- ☐ **Letter Transmitting *Notice of Intent Form*** to the regional clearinghouse
- ☐ **Photographs of the site** – digital images emailed to your Regional Representative or submitted on a CD are preferred over paper photos

RECOMMENDED SUPPORTING DOCUMENTATION FOR ALL APPLICATIONS:

- ☐ **Minutes of other public meetings** to gather public comment and support
- ☐ **Letters of support** for the project
- ☐ **Documentation justifying a larger service area,** if applicable
- ☐ **Correspondence regarding regulatory permitting issues,** if applicable
- ☐ **Expert documentation, to support the project and Sections E1-E3**

ADDITIONAL REQUIRED CONTENT FOR ACQUISITION APPLICATIONS ONLY:

- ☐ **Plat or parcel map** with subject parcels highlighted – two copies
- ☐ **Draft easement or other agreement,** if applicable
- ☐ **Copy of most recent deed and tax bill for subject parcel**

ADDITIONAL REQUIRED CONTENT FOR DEVELOPMENT APPLICATIONS ONLY:

- ☐ **Boundary map** delineating the legal boundaries of the park site – two copies
- ☐ **Preliminary floor plans and elevation drawings for the proposed structures,** if applicable
- ☐ ***Documentation of Site Control Form*** (PR5750-4)

MENOMINEE COUNTY BOARD OF COMMISSIONERS
DISCUSSION ITEM

SUBJECT:	**County Surplus Items**
DEPARTMENT:	**Administration**
ATTACHMENTS:	**Yes**

SUMMARY:

Brian Bousley would like to declare the Refrigerator/Freezer unit from the Jail surplus property.

RECOMMENDED MOTION

Submitted by: Brian Bousley **02/10/2012**
Date

WORKSHOP ACTION

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

COUNTY BOARD ACTION **DATE:**

	Approved
	Disapproved
	Approved with the following change(s):

Amended: September 23, 2002
Amended: September 27, 2004
Amended: August 22, 2005
Amended: August 24, 2010
Amended: July 26, 2011

P2000-6 AUDIO RECORDING OF MEETINGS

Policy on Recording Committee of the Whole and Regular Monthly Board Meetings - It will be the policy of the Menominee County Board of Commissioners to keep an audio recording of its regular monthly meetings and committee of the whole meetings, and while every attempt will be made to make clear and audible recordings, the county cannot be responsible for undetected human/mechanical error that may occur during the recording process. These recordings will be kept in the County Administrators office for a period of one year. Anyone may listen to these recordings after arranging it with the Office of the County Administrator. A transcript of any of these recordings will be made available only if a simple majority of the full board approves it. Should a copy of a recording be requested, it will be provided at the cost according to County Policy P2003-01 (Public Records Copy Fees)

Adopted: September 25, 2000
Amended: March 25, 2002
Amended: September 27, 2004
Amended: August 24, 2010

P2001-01 FOIA COORDINATOR

All FOIA requests will be received at the Office of the County Administrator. Any requests received by Department Heads will be immediately forwarded to the FOIA Coordinator for receipting and tracking.
The request will be copied to all interested parties and the maintaining Official will provide the requested information. Only specific FOIA's will be reviewed by the County Attorney at the discretion of the FOIA Coordinator.

The information requested will be provided, or a reason for the denial of the request will be given to the person, through the Office of the County Administrator. The Administrator will be responsible for the flow of information within the time lines established by the Act, the information request is filed with the county.

Adopted: January 22, 2001
Amended: March 25, 2002
Amended: August 24, 2010

P2001-02 DISPOSAL OF SURPLUS PROPERTY

It will be the policy of the Chief Fiscal Officer to follow these steps in disposing of County surplus property.

1. County property to be disposed of must first be declared as surplus by the Department Head having custody of the property.
2. The County Administrator will make available to all County Departments the list of available surplus property, which may be

assigned to any department having a governmental use for it.

3. Any surplus property not reassigned to other departments will be presented to the Board of Commissioners for a declaration of surplus. That property will then be disposed of in a public manner to be determined by the Board.

Adopted: May 21, 2001

P2001-03 REPORT TO WORK

It will be the policy of all Employees (except Road Patrol Deputies) to report to their primary work site first before being dispatched to other work sites. Seasonal adjustments to this policy can be made by the Department Head With the approval of the county administrator.

Adopted: May 21, 2001

P2002-01 DEDUCTIBLE REIMBURSEMENT PROGRAM

Effective March 1, 2005, the County Health Plan is Michigan Blue Cross/Blue Shield Community Blue PPO Plan 3 with a $10/$40 Prescription Drug Card Co-pay and a 3 month drug mail order rider (MOPD) (Individual/union contracts prevail)

The Employer has agreed to reimburse employees for the PPO Plan 3 in-network deductible of $250 for single and $500 for full family until September 30, 2008. Effective October 1, 2008 the employer obligation to reimburse deductible shall be limited to only the $250 in-network single deductible for the employee. (Individual/union contracts prevail)

Adopted: August 26, 2002
Adopted: March 1, 2005
Amended: August 24, 2010

P2003-01 PUBLIC RECORDS FEES

It shall be the policy of Menominee County that any individual or citizen who requires a copy of public records will be charged by the fee schedule on Menominee County Resolution 2011-07, unless supervened by State Law. (Attachment D)

Adopted: June 23, 2003
Amended: August 24, 2010
Amended: July 26, 2011

P2006-01: MAINTAINING PRIVACY WHEN DISCLOSING PUBLIC RECORDS

Michigan's Social Security Number Privacy Act ("SSNPA") prohibits a local governmental agency or department from publicly displaying all or more than 4 sequential digits of an individual's social security number. "Publicly display" means to exhibit, hold up, post, make visible and set out for open view, including, but not limited to, open view on a computer device, computer network, website, or other electronic medium or device, to members of the public or in a public manner. This prohibition does not apply to a use of all or more

MENOMINEE COUNTY BOARD OF COMMISSIONERS
DISCUSSION ITEM

SUBJECT:	**BS & A Equalizer database on the web**
DEPARTMENT:	**Administration**
ATTACHMENTS:	**Yes**

SUMMARY:

Commissioner Furlong has requested information from BS&A to allow Menominee County to have their tax information on the world wide web for customers to be able to access this information for a fee.

RECOMMENDED MOTION

Submitted by: Brian Bousley **02/10/2012**
Date

WORKSHOP ACTION

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

COUNTY BOARD ACTION **DATE:**

	Approved
	Disapproved
	Approved with the following change(s):

BS&A SOFTWARE

January 30, 2012

Prepared for: Menominee County

Financial Management Suite • Assessing & Property Tax Suite • Community Development Suite • Internet Services • Ancillary Applications

14965 Abbey Lane, Bath, MI, 48808 • Toll Free: (855) BSA-SOFT • P: (517) 641-8900 • F: (517) 641-8960 • www.bsasoftware.com

BS&A SOFTWARE

14965 Abbey Lane
Bath, MI 48808
Phone: 517-641-8900
Fax: 517-641-8960

Proposal to Menominee County

Internet Services Application

The application developed to assist in the dissemination of public data - This application allows you a convenient way to display your Equalizer databases on the Web giving business professionals another way to access your data at any time.

Pay-Per-Hit Option: Your municipality can use the Internet Services **free of charge** in exchange for allowing BS&A to charge the users a per-hit fee. **With this option, you pay us no money.** We set up your system, configure the web site, and your users pay a per-hit fee using a credit card to view the data. **In this option, you may display a County databases, local unit databases, (Assessing & Tax) and Delinquent Taxes. With this option, the County is entitled to 20% of the pay-per-hit revenue.** Notes: Taxpayers are allowed to view their own property information free; County personnel can use the system 'in-house' without a charge.

Municipality's Yearly Cost	**Free**
End Users' Cost	
Local Unit Data **Local Unit Assessing** **County Master File Lookup** **Local Unit Tax**	**$2.00/record**
Delinquent Tax	**$2.00/record**

Subscription Option: Your municipality can pay an annual service fee that covers the basic service, including general lookup of your BSA Data. With this option, users of the web site pay nothing to view the available data. **Try it FREE for 3 months.**

County's Yearly Cost	
Display County Master File and Delinquent Taxes:	**$9,000/year**
Based on approximate SEV of $967 Million	
Update Frequency:	Real-Time

Note – Local Unit data cannot be displayed when using this option. This includes Building Information (Assessing) and all local unit tax data.

Prices good for a period of 90 days from date on proposal.

BS&A SOFTWARE

14965 Abbey Lane
Bath, MI 48808
Phone: 517-641-8900
Fax: 517-641-8960

Recommended hardware for real-time data: BS&A recommends that you have a dedicated workstation class machine which will process all IS requests which in turn relays the requests to the appropriate server(s) where the data resides. Ultimately, using a dedicated workstation will allow the service to run more efficiently and improve security.

Required Personnel or Remote Access for real-time data: BS&A Software requires that all real-time hosted sites have either an on-staff IT person, or grant BS&A Software a remote terminal services ability to the machine which the real-time service is installed. This is necessary to ensure service availability and quality.

As part of Internet Services, BS&A provides an **online directory of customers** who host data online using our software. The intent of this directory is to allow interested parties an accessible list of online data. Directory membership is included free, with the use of Internet Services and can be accessed by logging on http://directory.is.bsasoftware.com.

Please select one of the following payment options:	☐ **Pay-Per-Hit Option with 20% Revenue Share** ☐ **Subscription Option**
Please select the update frequency you would like:	☐ **Real-Time** ☐ **Daily**
Try it FREE for 3 months (applies to Subscription option only)	☐ **Yes** ☐ **No**

NOTE: Internet Services requires a high-speed internet connection (Cable modem or DSL) to provide real-time or daily updating frequencies.

Due to continuous changes and improvements in technology, BS&A Software reserves the right to increase the annual service fee yearly, based on the CPI.

Quoted by: Ted Droste, **January 30, 2012**

Accepted by: _____, **Date:** _____

Prices good for a period of 90 days from date on proposal.

BS&A SOFTWARE

14965 Abbey Lane
Bath, MI 48808
Phone: 517-641-8900
Fax: 517-641-8960

Please complete the following for our records

Contact Person for SUPPORT & NEWSLETTERS:

Contact Name _____ **Title** _____

Mailing Address _____

(if PO Box, please provide Street Address for UPS or Overnight Mail Shipments)

Street Address _____

City, State Zip _____

Phone Number _____ **Fax Number** _____

Email _____

Contact Person for PROGRAM UPDATES:

Contact Name _____ **Title** _____

Phone Number _____

Email _____

IT Contact Person:

Contact Name _____ **Title** _____

Phone Number _____

Email _____

Please Fax Back All Pages

Prices good for a period of 90 days from date on proposal.

MENOMINEE COUNTY BOARD OF COMMISSIONERS
DISCUSSION ITEM

SUBJECT:	**Misc. Boards and Committees**
DEPARTMENT:	**Administration**
ATTACHMENTS:	**Yes**

SUMMARY:

NorthPointe Board of Directors	Two ~ 3-year terms (4/1/2012 – 3/31/2015)
Planning Commission	One ~ 3-year term (5/1/2012 - 4/30/2015) ~ Citizen Rep. with county interests OR with recreational & tourist interest. One ~ 3 year term (5/1/2012 - 4/30/2015) ~ Citizen Rep. with Agriculture, forestry, land use interests OR with governmental municipal interests.
UP State Fair Board	One ~ 3-year term (8/1/2012 - 1/31/2015) ~ Citizen Rep. with knowledge & experience of state fair, county fair, tourism & commerce related activities.

RECOMMENDED MOTION

Submitted by: Brian Bousley **02/10/2012**
Date

WORKSHOP ACTION

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

COUNTY BOARD ACTION **DATE:**

	Approved
	Disapproved
	Approved with the following change(s):

MENOMINEE COUNTY BOARD OF COMMISSIONERS
DISCUSSION ITEM

SUBJECT:	**Twin County Airport – Loan for "Fuel Farm" upgrade**
DEPARTMENT:	**Administration**
ATTACHMENTS:	**Yes**

SUMMARY:

As part of a ten year improvement plan, the airport would like to apply for a loan for the upgrade of the fuel farm.

RECOMMENDED MOTION

Submitted by: Brian Bousley **02/10/2012**
Date

WORKSHOP ACTION

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

COUNTY BOARD ACTION **DATE:**

	Approved
	Disapproved
	Approved with the following change(s):

The Twin Count Airport is requesting a loan in the amount of $60,000 (at 3.4% interest rate) for the fuel pump system "Fuel Farm Upgrade" that is part of the 10 year airport plan. Because the 10 year plan has it placed 5 years from now and the pumps need replacement now, this was the solution all parties agreed upon. The airport commission approved the process to get the loan. Michigan Aero has already approved the process as a solution to our fuel pump problem. The Airport will have monthly payments for 5 years, and then they will be reimbursed from the Michigan Dept. of Transportation, Michigan Aeronautics division, or Michigan Aero.

TEN-YEAR AIRPORT CAPITAL IMPROVEMENT PROGRAM (CIP) FY-2012 to FY-2022

Menominee-Marinette Twin County Airport MNM

Year	Project Description	Cost*	Remarks/Item Justification
2012			*Available Federal Entitlements (NPE) $183,000 ($33,000 Carryover from 2011)*
	Design: Lighting Rehab.	$ 62,000	See following year for description.
	Approach Clearing	$ 50,000	Approach survey work in 2011 may identify trees for clearing. Depending on final scope of work, this item may alternatively be utilized to resolve other potential obstruction issues.
	Construct New Taxilane (25'x200')	$ 48,000	A new taxilane is needed for additional hangar construction. This will provide access for two additional hangars.
	Fed $152,000 - State $4,000 - Local $4,000 - Total $160,000		*Carryover $31,000*
2013			*Available Federal Entitlements (NPE) $226,600*
	Crack Seal Pavements	$ 25,000	Preventative maintenance for runways, taxiways, and apron. Project will be bid through state program.
	Depends on Survey Lighting Rehab. Rwy 14/32, Rwy 3/21, Txy A, B, E, and F	$ 950,000	Replace HIRL on Runway 3/21, MIRL on Runway 14/32 and MITL Txy A, B, E, and F, with LED fixtures , new counterpoise, and CIC. Regulators are failing and need replacement. Lights and circuits have exceeded their useful life: Runway 3/21 and associated vault equipment installed 1982 (circuits replaced 1997), Runway 14/32 and associated vault equipment installed 1972, taxiway lighting and associated vault equipment installed 1990. New system will provide energy efficiency. Existing signs are heaving and need replacement per 5010 inspection. **Project may be done in 2012 if funding is available.
	Fed $926,250 - State $24,375 - Local $24,375 - Total $975,000		*Funds in addition to NPE are needed for this year.*
2014			*Available Federal Entitlements (NPE) $150,000*
	PFC Overlay Runway 14/32 (10 Year Fix)	$ 450,000	PCI for this pavement was 65 in 2008. Based on estimated decline of PCI rating, runway will likely need rehabilitation at this time. A PFC will be added to the pavement after sealing all cracks. This should extend the life of the pavement another 10 years. This has been done successfully on the other runway.
	Fed $427,500 - State $11,250 - Local $11,250 - Total $450,000		*Funds in addition to NPE are needed for this year.*
2015			*Available Federal Entitlements (NPE) $150,000*
	Reimburse Fuel Farm Replacement	$ 157,000	Fuel farm dispensers, cabinets and other items have outlived their useful life and need replacement. Work will be done in Fall of 2011 and reimbursed when NPI are available. Tanks are in good condition.
	Fed $149,150 - State $3,925 - Local $3,925 - Total $157,000		*Carryover $850*
2016			*Available Federal Entitlements (NPE) $150,850*
	Terminal Building Energy Upgrades	$ 157,000	Terminal building was constructed in 1971 and has been well maintained, however basic energy efficiency upgrades will be made to the terminal building to provide better energy use.
	Fed $149,150 - State $3,925 - Local $3,925 - Total $157,000		*Carryover $1,700*
2017			*Available Federal Entitlements (NPE) $151,700*
	Rehabilitate Taxiways "A", "B", "E", and "F"	$ 3,590,000	2008 PCI rating ranges from 72-81. Rehabilitation will likely be needed at this time. Project will include 4" of Bit. on 8" of new P-209 base.
	Fed $3,410,500 - State $89,750 - Local $89,750 - Total $3,590,000		*Funds in addition to NPE are needed for this year.*
2018			*Available Federal Entitlements (NPE) $150,000*
	Phase III Perimeter Fence Project	$ 312,000	Last phase of a multiphase project to increase fence height to help prevent deer from entering the AOA area. Initial phases have taken care of "worst" areas. Areas not able to be addressed given previous funding constraints will be completed. Existing fence installed 1984. Existing fence will be repaired and extended where possible. Some areas will need new fence. This work will completely enclose the airport with 10' fence with no gaps or openings. See attached sketch for areas.
	Fed $296,400 - State $7,800 - Local $7,800 - Total $312,000		*Funds in addition to NPE are needed for this year.*
2019			*Available Federal Entitlements (NPE) $150,000*
	Reconstruct Runway 3/21 (Concrete)	$ 4,681,000	Runway will likely need rehabilitation at this time. A concrete overlay will be done to provide another 30 years of life for this pavement. 2008 PCI was 94.
	ed $4,446,950 - State $117,025 - Local $117,025 - Total $4,681,000		*Funds in addition to NPE are needed for this year.*
2020			*Available Federal Entitlements (NPE) $150,000*
	Snow Removal Equipment - Tractor with Blower	$ 212,000	Current equipment is old and in need of replacement. Existing equipment is a displacement plow purchased in 2007.
	SRE Building Expansion	$ 401,000	A SRE Building is needed to house equipment at the airport. New snow blower planned for prior year will not have a permanent storage location. This building will help preserve the investment made in equipment purchased.
	Fed $582,350 - State $15,325 - Local $15,925 - Total $613,000		*Funds in addition to NPE are needed for this year.*
2021			*Available Federal Entitlements (NPE) $150,000*
	100'x100' Box Hangar	$ 678,000	A box hangar is needed for itinerant aircraft storage. This building will be sited on the 2009 ALP update.
	Fed $644,100 - State $16,950 - Local $16,950 - Total $678,000		*Funds in addition to NPE are needed for this year.*
2022			*Available Federal Entitlements (NPE) $150,000*
	Runway 14/32 Paved Shoulders	$ 417,000	Paved 12' Wide shoulders on Runway 14/32.
	Fed $396,150 - State $10,425 - Local $10,425 - Total $417,000		*Funds in addition to NPE are needed for this year.*

* Includes Federal Cost of 95%, State Cost of 2.5%, and Local Cost of 2.5%. When costs excede available Federal Entitlements (NPE), additional funding will be needed from Federal Apportionment or Federal Discretionary funds.

MENOMINEE COUNTY BOARD OF COMMISSIONERS
DISCUSSION ITEM

SUBJECT:	**Commissioner Goals for FY 2012-2013**
DEPARTMENT:	**Administration/Board**
ATTACHMENTS:	**No**

SUMMARY:

Chairman Furlong asked all commissioners to think about their goals for the county in FY 2012-2013 and bring them back to the full board for discussion and possibly a guide for Capital improvements in the 2012/13 budget.

RECOMMENDED MOTION

Submitted by: Brian Bousley **02/10/2012**
Date

WORKSHOP ACTION

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

COUNTY BOARD ACTION **DATE:**

	Approved
	Disapproved
	Approved with the following change(s):

MENOMINEE COUNTY BOARD OF COMMISSIONERS
DISCUSSION ITEM

SUBJECT:	**Commissioner Per Diems and Expenses**
DEPARTMENT:	**Administration**
ATTACHMENTS:	**Yes**

SUMMARY:

Board to review Commissioner per diems and expenses as recently submitted for payment

RECOMMENDED MOTION

Submitted by: Brian Bousley **02/10/2012**
Date

WORKSHOP ACTION

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

COUNTY BOARD ACTION **DATE:**

	Approved
	Disapproved
	Approved with the following change(s):

MENOMINEE COUNTY
BOARD OF COMMISSIONERS
REIMBURSEMENT VOUCHER

RECEIVED
1/30/12
Menominee County Administrator

COPY

Mileage: $.555/mile ~ effective 01 Jan. 2011

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

*must attach receipt for reimbursement

Name: **James Furlong ~ District 2**

Date	Mileage, meals, Bridge Tolls, Lodging, etc.	Account Number	Amount
1-5-2012	menominee - Escanaba 108 miles	101-101-860.02	59.94
1-17-2012	menominee - Stephenson 40 miles	101-101-860.02	22.20
		101-101-860.02	
		101-101-860.02	
		101-101-860.02	
		101-101-860.02	
		101-101-860.02	
		101-101-860.02	
		101-101-860.02	
		101-101-860.02	
		101-101-860.02	
		101-101-860.02	
	Conference Expenses		
		101-101-859.00	
		101-101-859.00	
		101-101-859.00	
		101-101-859.00	
		101-101-859.00	
		101-101-859.00	
Total Mileage, Meals, Lodging & Conference Expenses to be reimbursed			82.14

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

J. M. Furlong
Signed

1-20-2012
Date

Commissioner Meeting Fee
Expense Form

RECEIVED
1/30/12
Menominee County Administrator

COPY

Name of Commissioner James Furlong

$50.00 per meeting - Reg. or Special County Board meeting (Not more than $100 for unrelated meetings on any one day)
$75.00 MAC or UPACC Conference

Date	Meeting Description & Duration	Meeting Expense
1-5-2012	Special Airport committee	50.00
1-5-2012	MI works	50.00
1-10-2012	Menominee Business Dev. Corp.	50.00
1-10-2012	county Board	50.00
1-17-2012	Library Board	50.00
1-17-2012	Special county Board	50.00
1-18-2012	Airport	50.00
Total Per Diem		350.00

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

Commissioner Signature: J. M. Furlong

Date: 1-20-2012

Rec 1/31/12 BRB

MENOMINEE COUNTY
BOARD OF COMMISSIONERS
REIMBURSEMENT VOUCHER

COPY

Mileage: $.51/mile ~ effective 01 Jan. 2011
.555

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

*must attach receipt for reimbursement

Name: **Mark Jasper ~ District 5**

Date	Mileage, meals, Bridge Tolls, Lodging, etc.	Account Number	Amount
		miles	
1/10/12	MCRC Meeting Stephenson 20 miles	101-101-860.05	
1/10/12	1:00 PM MEN - Hardship case 5 miles	101-101-860.05	
1/10/12	500 PM MCC MEN 50 miles	101-101-860.05	
1/17/12	430 MCC MEN 50 miles	101-101-860.05	
1/18/12	Health Dept 430 Powers 33 miles	101-101-860.05	
1/20/12	MCRC Meeting Stephenson 20 miles	101-101-860.05	
1/24/12	MCC MEN 530 50 miles	101-101-860.05	
1/30/12	MCRC 6:00PM 40 miles	101-101-860.05	
1/31/12	MCRC 8:30 AM 20 miles	101-101-860.05	
1/31/12	PARK 6:30 24 miles	101-101-860.05	
		101-101-860.05	
	316 miles	101-101-860.05	
	Conference Expenses		
		101-101-859.00	
		101-101-859.00	
		101-101-859.00	
		101-101-859.00	
		101-101-859.00	
		101-101-859.00	
Total Mileage, Meals, Lodging & Conference Expenses to be reimbursed			175.38

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

Mark Jasper

Signed

Date

Rec 1/31/12 BRB

Commissioner Per Diem
Expense Form

COPY

Name of Commissioner Mark Jasper

$50.00 per meeting - Reg. or Special County Board meeting (Not more than $100 for unrelated meetings on any one day)
$75.00 MAC or UPACC Conference

Date	Meeting Description & Duration	Meeting Expense
1/10/12	9:00 AM ~~R.C.C.~~ MCRC Stepenson Men	$50.00
1/10/12	1:00 PM Hardship M.C. Treasurer	$50.00
1/10/12	5:00 PM M.C.C. Men	$50.00
1/17/12	4:30 M.C.C. Men	$50.00
1/18/12	4:30 Health Powers	$50.00
1/20/12	9:00 AM MCRC Stepen	$50.00
1/24/12	5:30 MCC Meno	$50.00
1/30/12	MCRC ~~830~~ 6:00 P.M.	$50.00
1/31/12	MCRC 830 AM	$50.00
1/31/12	Park 6:30 PM Step	$50.00
Total Per Diem		

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

Commissioner Signature: [signature]

Date: 1/31/12

Rec 1/31/12 BKB

COPY

Commissioner Meeting Fee Expense Form

Name of Commissioner Jim Pearson

$50.00 per meeting - Reg. or Special County Board meeting (Not more than $100 for unrelated meetings on any one day)
$75.00 MAC or UPACC Conference

Date	Meeting Description & Duration	Meeting Expense
1/10/12	CBM Re-org + Reg 3 hr.	50.00
1/17/12	Special CBM 1 hr.	50.00
1/17/12	E-911 Gov. Board 1 1/2 hr	50,00
1/18/12	Airport Re-org + Reg 2 1/2 hr	50.00
1/24/12	CBM 2 hr	50.00
1/30/12	Finance Meeting 3/4 hr	50.00
1/30/12	Planning Commission 3 hr	50.00
Total Per Diem		350.00

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

Commissioner Signature: [signature]

Date: 1/30/12

Rec 1/31/12 BKB

COPY

MENOMINEE COUNTY
BOARD OF COMMISSIONERS
REIMBURSEMENT VOUCHER

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

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

*must attach receipt for reimbursement

Name: **Jim Pearson ~ District 3**

Date	Meeting Place	# of miles	X .555/mile	Total Cost	Account Number
1/10/12	CBM	30	16.65	16.65	101-101-860.03
1/17/12	Special CBM	30	16.65	33.30	101-101-860.03
1/17/12	E-911	14	7.77	41.47	101-101-860.03
1/18/12	Airport Meeting	28	15.54	57.01	101-101-860.03
1/24/12	CBM	30	16.65	73.66	101-101-860.03
1/30/12	Finance Committee	30	16.65	90.31	101-101-860.03
1/30/12	Planning Commission	14	7.77	98.08	101-101-860.03
			Total Mileage	176 miles	
				Total Mileage Fee	98.08

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

_____
Signed

_____
Date

Commissioner Per Diem Expense Form

COPY

RECEIVED 2/1/12 Menominee County Administrator

Name of Commissioner _____

$50.00 per meeting - Reg. or Special County Board meeting (Not more than $100 for unrelated meetings on any one day)
$75.00 MAC or UPACC Conference

2012

Date	Meeting Description & Duration	Meeting Expense
1-5	Mi. WKS!	50.
1-10	CAA	50.
1-10	CO. BD.	50.
1-12	CAA	50.
1-17	CO. BD	50.
1-18	PUB. HEALTH	50.
1-19	M.H.	50.
1-20	UPCAP	50.
1-24	CO. BD.	50.
1-30	CO. BD	50.
1-31	SOC. SERV	50.
		550.
Total Per Diem		550.00

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

Commissioner Signature: B Kaug

Date: 01-31-12

MENOMINEE COUNTY
BOARD OF COMMISSIONERS
REIMBURSEMENT VOUCHER

RECEIVED
2/1/12
Menominee County Administrator

Mileage: $~~.51~~ .555/mile ~ effective 01 Jan. 2011

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

*must attach receipt for reimbursement

Name: **Bernie Lang ~ District 1**

Date	Mileage, meals, Bridge Tolls, Lodging, etc.		Account Number	Amount
2012				
1-5	MI. WKS!	118	101-101-860.01	
1-10	CAA	116	101-101-860.01	
1-10	CO. BD.	3	101-101-860.01	
1-12	CAA	116	101-101-860.01	
1-17	CO. BD	3	101-101-860.01	
1-18	PUB. HEALTH	88	101-101-860.01	
1-19	M. H.	144	101-101-860.01	
1-20	UPCAP	110	101-101-860.01	
1-24	CO. BD.	3	101-101-860.01	
1-30	CO. BD.	3	101-101-860.01	
1-31	SOC. SERV	3	101-101-860.01	
		591	101-101-860.01	
	Conference Expenses			
	X	.555	101-101-859.00	
			101-101-859.00	
		392.39	101-101-859.00	
			101-101-859.00	
			101-101-859.00	
			101-101-859.00	
Total Mileage, Meals, Lodging & Conference Expenses to be reimbursed				392.39

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

Bernie Lang
Signed

01-31-12
Date

Menominee County Administrator

COPY

MENOMINEE COUNTY
BOARD OF COMMISSIONERS
REIMBURSEMENT VOUCHER

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

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

*must attach receipt for reimbursement

Name: **Charlie Meintz ~ District 4**

Date	Meeting Place	# of miles	X .555/mile	Total Cost	Account Number
1-10.	Court house menominee	50		27.75	101-101-860.04
1-17	"	50		27.75	101-101-860.04
1-24	"	50		27.75	101-101-860.04
					101-101-860.04
					101-101-860.04
					101-101-860.04
					101-101-860.04
			Total Mileage		
				Total Mileage Fee	83.25

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

Charlie Meintz
Signed

1-31-2012
Date

RECEIVED
FROM :HARRY L MEINTZ FAX NO. :9067534849 Feb. 07 2012 04:41PM P1
Menominee County Administrator
863-8837
COPY

Commissioner Meeting Fee Expense Form

Name of Commissioner Charlie Meintz

$50.00 per meeting - Reg. or Special County Board meeting (Not more than $100 for unrelated meetings on any one day)
$75.00 MAC or UPACC Conference

Date	Meeting Description & Duration	Meeting Expense
1-10	Board meeting	$50
1-17	~~Special~~ Special Board meeting	$50
1-24	Board meeting	$50
1-31	park & Rec & Fair Board	$50
	Total Per Diem	200.00

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

Commissioner Signature: Charlie Meintz

Date: 1-31-2012

MENOMINEE COUNTY BOARD OF COMMISSIONERS
DISCUSSION ITEM

SUBJECT:	**Miscellaneous Bills**
DEPARTMENT:	**Administration**
ATTACHMENTS:	**yes**

SUMMARY:

Board to review recently submitted Miscellaneous Bills as paid on Jan.20, 23, 24, & Feb. 2, 6, 7, 2012 in the amount of $370,624.90

RECOMMENDED MOTION

Submitted by: Brian Bousley **02/10/2012**
Date

WORKSHOP ACTION

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

COUNTY BOARD ACTION **DATE:**

	Approved
	Disapproved
	Approved with the following change(s):

General Fund Expenditures

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

Special Revenue Funds

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

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

MENOMINEE COUNTY
Claims Audit Report

Vendor Name / Vcher#	Voucher Date	Vendor's Ref#	Description	Debit Accnt#	$Amount	SepCk	Claim Total
Bank Account: General							**$225.00**
FRIEND OF COURT ASSOCIATION - 22133	1/19/2012	Registration	2012 Winter Conference - Herrild/Barrel	101-141-860.00	225.00		
							$225.00

Total Amount for Bank Account: General

APPROVED
JAN 20
CHIEF FISCAL OFFICER
MENOMINEE COUNTY MICHIGAN

MENOMINEE COUNTY
Claims Audit Report

Vendor Name / Vcher#	Voucher Date	Vendor's Ref#	Description	Debit Accnt#	$Amount	SepCk	Claim Total
Bank Account: General							
Blue Cross Blue Shield of MI							**$153,472.41**
22134	1/20/2012	March 1, 2012	45478-000 $16846.94 / 8386-400 $136(	101-103-712.00	95,711.79		
22134	1/20/2012	March 1, 2012	45478-000 $16846.94 / 8386-400 $136(	205-315-712.00	23,251.98		
22134	1/20/2012	March 1, 2012	45478-000 $16846.94 / 8386-400 $136(	205-316-712.00	2,858.09		
22134	1/20/2012	March 1, 2012	45478-000 $16846.94 / 8386-400 $136(	208-751-712.00	4,763.55		
22134	1/20/2012	March 1, 2012	45478-000 $16846.94 / 8386-400 $136(	266-325-712.00	2,602.16		
22134	1/20/2012	March 1, 2012	45478-000 $16846.94 / 8386-400 $136(	266-326-712.00	1,259.09		
22134	1/20/2012	March 1, 2012	45478-000 $16846.94 / 8386-400 $136(	271-790-712.00	4,281.11		
22134	1/20/2012	March 1, 2012	45478-000 $16846.94 / 8386-400 $136(	296-663-712.00	2,858.09		
22134	1/20/2012	March 1, 2012	Airport	701-000-231.10	3,572.61		
22134	1/20/2012	March 1, 2012	EE Contribution	704-000-232.00	9,790.79		
22134	1/20/2012	March 1, 2012	Brian Neumeier	701-000-231.10	1,256.31		
22134	1/20/2012	March 1, 2012	Lynn Somero	701-000-231.10	1,266.84		
Total Amount for Bank Account: General							**$153,472.41**

APPROVED
JAN 23
CHIEF FISCAL OFFICER
MENOMINEE COUNTY MICHIGAN

MENOMINEE COUNTY
Claims Audit Report

Vendor Name / Vcher#	Voucher Date	Vendor's Ref#	Description	Debit Accnt#	$Amount	SepCk	Claim Total
Bank Account: General							
MI Conference of Teamsters							$77,013.00
22135	1/13/2012	1/15 - 2/1/12	Insurance Premium	101-103-712.00	14,997.70	x	
22135	1/13/2012	1/15 - 2/1/12	Insurance Premium	205-315-712.00	3,610.63	x	
22135	1/13/2012	1/15 - 2/1/12	Insurance Premium	205-316-712.00	465.87	x	
22135	1/13/2012	1/15 - 2/1/12	Insurance Premium	208-751-712.00	776.50	x	
22135	1/13/2012	1/15 - 2/1/12	Insurance Premium	296-663-712.00	465.87	x	
22135	1/13/2012	1/15 - 2/1/12	Airport	701-000-231.10	465.87	x	
22135	1/13/2012	1/15 - 2/1/12	EE Contribution	704-000-232.00	4,888.56	x	
22136	1/13/2012	February 2012	Insurance Premium	101-103-712.00	29,995.40	x	
22136	1/13/2012	February 2012	Insurance Premium	205-315-712.00	7,221.26	x	
22136	1/13/2012	February 2012	Insurance Premium	205-316-712.00	931.74	x	
22136	1/13/2012	February 2012	Insurance Premium	208-751-712.00	1,553.00	x	
22136	1/13/2012	February 2012	Insurance Premium	296-663-712.00	931.74	x	
22136	1/13/2012	February 2012	Airport	701-000-231.10	931.74	x	
22136	1/13/2012	February 2012	EE Contribution	704-000-232.00	9,777.12	x	
Total Amount for Bank Account: General							**$77,013.00**

APPROVED
JAN 23 2012
CHIEF FISCAL OFFICER
MENOMINEE COUNTY MICHIGAN

COPY

MENOMINEE COUNTY
Check Register Report

Check	Vendor Name			Status	Check Date		CheckAmount$
	Vchr#	Vendor's Ref#	Description	Debit Account		$Amount	
Check Date: 1/24/2012 - 1/24/2012							
Bank Account: General - General							
General							
88816		Zeratsky Extreme Heating &		Open	01/24/2012		$450.06
	22224	FC1735	Deductible	101-265-934.00		$450.06	
Total General							**$450.06**
Grand Total:							**$450.06**

APPROVED
JAN 24 2012
CHIEF FISCAL OFFICER
MENOMINEE COUNTY MICHIGAN

APPROVED
FEB -
CHIEF FISCAL OFFICER
MENOMINEE COUNTY MICHIGAN

MENOMINEE COUNTY
Claims Audit Report

Bank Account: General

Vendor Name / Vcher#	Voucher Date	Vendor's Ref#	Description	Debit Accnt#	$Amount	SepCk	Claim Total
A B C PRINTERS							**$66.17**
22375	1/24/2012	94111	Letterhead	101-101-727.00	66.17		
Ace Hardware							**$41.97**
22452	1/10/2012	203864/2	Building & Ground Supplies	101-265-755.00	4.98		
22453	1/20/2012	203939/2	Building & Ground Supplies	101-265-755.00	36.99		
AIRGAS NORTH CENTRAL							**$20.83**
22437	1/24/2012	105228690	Oxygen	205-315-755.00	20.83		
Anderson, Bill							**$24.20**
22355	2/1/2012	Reimbursement	Mileage for Planning Commission 1/30/	101-401-710.00	24.20		
AT&T - Carol Stream, IL							**$1,990.65**
22362	1/19/2012	906863444101	January 19 - February 18, 2012	101-103-850.00	960.80		
22376	1/19/2012	906863202301	January 19 - February 18, 2012	101-103-850.00	624.28		
22377	1/19/2012	906863661401	January 19 - February 18, 2012	266-325-850.00	405.57		
AT&T Long Distance							**$202.41**
22363	1/19/2012	854528091	Telephone Services	101-103-850.00	202.41		
B L R							**$119.00**
22433	12/21/2011	1-7056236	Teens & Sexual Harassment	205-315-727.00	119.00		
Banc of America Leasing							**$139.97**
22409	1/21/2012	012057280	February 1 - February 28, 2012	101-131-942.00	139.97		
Big Chill Ice Company							**$20.00**
22402	2/1/2012	4723	Juvenile Restitution (S.J.D.)	292-000-201.00	20.00		
Big O's Lube and Service, Inc.							**$32.95**
22440	11/29/2011	7325	Oil Change - 2010 Chevy Impala	205-315-934.02	32.95		
BP							**$130.68**
22469	2/1/2012	33096963	Gasoline Sales - January 2012	249-371-742.00	130.68	x	
Brian Bousley							**$94.90**
22342	2/1/2012	Reimbursement	Mileage - DNR Grant Writing Workshop	101-172-860.00	94.90		
Brunelle, Jennifer							**$108.59**
22389	1/26/2012	Reimbursement	Mileage & Supplies - Dupy Park	296-667-801.01	11.45		
22389	1/26/2012	Reimbursement	Mileage & Supplies - Dupy Park	296-664-860.00	55.50		
22393	1/30/2012	4718	Duby Park - Coffee Pot Reimbursement	296-667-801.01	41.64		
Carquest Auto Parts							**$14.99**
22439	1/17/2012	2825-199753	Bosch Evolution Wipe	205-315-934.02	14.99		
Cellcom Wisconsin RSA 04							**$94.75**
22326	1/5/2012	319583	Medical Examiner - Cellular Services	101-648-727.00	94.75		
CITY OF MENOMINEE - 2511 10TH ST.							**$7,038.25**
22434	1/26/2012	3109	Gasoline Sales - November 2011	205-315-742.00	3,539.45		
22435	1/27/2012	3121	Gasoline Sales - December 2011	205-315-742.00	3,498.80		
City of Stephenson - P.O. Box 467							**$201.65**
22303	1/23/2012	709	January 2012 Annex - Water, Electric, S	101-261-920.01	16.00		
22303	1/23/2012	709	January 2012 Annex - Water, Electric, S	101-261-920.02	30.00		
22303	1/23/2012	709	January 2012 Annex - Water, Electric, S	101-261-920.03	155.65		

APPROVED
FEB
CHIEF FISCAL OFFICER
MENOMINEE COUNTY, MICH

MENOMINEE COUNTY
Claims Audit Report

Bank Account: General

Vendor Name / Vcher#	Voucher Date	Vendor's Ref#	Description	Debit Accnt#	$Amount	SepCk	Claim Total
CLOVERLAND PAPER CO							**$752.09**
22311	1/13/2012	97490	Toilet Tissue	101-265-755.01	56.49		
22312	1/13/2012	97492	Towels, Liners, Spray, Bowl Cleaner, Ly	101-265-755.01	230.70		
22348	1/20/2012	97563	Toilet Tissue & Instant Sanitizer	101-265-755.01	111.78		
22349	1/20/2012	97561	Styro Cups, Facial Tissue, Comet Clear	101-265-755.01	104.22		
22365	1/27/2012	97647	Toilet Tissue	101-265-755.01	56.49		
22420	1/20/2012	97562	Bleach, Degreaser, Spray	101-301-770.00	98.34		
22421	1/13/2012	97491	Inmate Medical Supplies	101-301-770.01	94.07		
Cooper Office Equipment							**$426.03**
22331	1/13/2012	84777	FOC Bizhub 1/12/12 - 4/11/12	215-141-942.00	319.08		
22332	1/13/2012	84769	FOC Bizhub Copier	215-141-942.00	106.95		
CORE TECHNOLOGY CORPORATION							**$600.00**
22328	1/18/2012	ORD-02879-8MD82QCSB	Renewal 2/1/12 - 1/31/13	266-326-942.00	600.00		
Corey's Auto Salvage							**$30.00**
22454	1/10/2012	36869	97 Dodge Radio	208-751-755.02	30.00		
DEKETO, LLC							**$949.20**
22387	2/1/2012	DK 01-12	January 2012 Documents (x452)	256-277-857.00	949.20		
Dennis-Ruleau, Dawn							**$811.54**
22392	1/30/2012	Reimbursement	Mileage	296-663-860.00	141.54		
22394	2/1/2012	January 2012	Crisis Intervention	296-668-801.00	670.00		
DGR Engineering, LLC							**$1,450.00**
22336	1/12/2012	1077	Re-Design of 2nd Shakey Lakes Bath H	220-752-953.01	1,450.00		
Dickinson County Treasurer							**$40,350.56**
22309	1/17/2012	Circuit Court 2011	Quarters 3 & 4	101-131-702.00	40,142.68		
22310	1/17/2012	Circuit Court 2011	Shared Expenses - 4th Quarter	101-131-702.00	207.88		
Dreamscape Communications							**$69.99**
22442	1/20/2012	w2127	Wireless Internet - Annex	101-261-850.00	69.99		
DTE Energy							**$184.25**
22380	1/31/2012	462245200011	Annex - January 2012	101-261-920.04	184.25		
Election Systems & Software							**$3,111.50**
22467	1/12/2012	793314	PO# 02604 Layout Charge	101-262-727.00	1,291.50		
22468	1/20/2012	794148	PO# 02604 Software License Agreemer	101-262-727.00	1,820.00		
Equine Veterinary Services LLC							**$135.00**
22411	1/30/2012	January 2012	Farm Call at Piper's Place	101-301-755.00	135.00		
Fasco							**$730.00**
22441	12/22/2011	6487	PO# 02605 Pistol Lockers (x2)	101-265-755.00	730.00		
Fazer, Walter							**$10.00**
22405	2/1/2012	4726	Juvenile Restitution (T.D.M.)	292-000-201.00	10.00		
Friends Ofc Prod Whse Direct							**$190.15**
22308	1/23/2012	015790	Office Supplies (C.J.O. Grant)	296-663-727.00	7.54		
22330	1/17/2012	015767I	FOC - Office Supplies	101-141-727.00	104.64		
22381	1/25/2012	015821I	FOC - 2 Hole Punch & Laser Mouse	101-141-727.00	77.97		
Furlong, James							**$82.14**
22358	1/30/2012	Reimbursement	Mileage - January 2012	101-101-860.02	82.14		
Grainger							**$45.22**
22366	1/24/2012	9737071358	C-Frame Motor	101-265-755.00	45.22		

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Bank Account: General							
Great Outdoors							**$465.50**
22306	1/16/2012	12000	Library - Garage Door Maintenance	101-265-930.01	465.50		
Gregory, Raymond G.							**$120.00**
22388	1/26/2012	2012-008-MI	Court Appointed Legal - J. Anderson	101-148-807.00	120.00		
Hashimoto Sewer Service, Inc.							**$205.00**
22353	1/30/2012	9498	Cleaning of Grease Pits in Kitchen	101-265-930.01	205.00		
Havelka, Glen							**$100.00**
22398	2/1/2012	4728	Juvenile Restitution (N.S.G.)	292-000-201.00	50.00		
22406	2/1/2012	4727	Juvenile Restitution (C.S.G.)	292-000-201.00	50.00		
Ihde, Laura							**$20.00**
22401	2/1/2012	4730	Juvenile Restitution (C.M.T.)	292-000-201.00	20.00		
INSTITUTE OF CONTINUING LEGAL							**$342.50**
22372	1/20/2012	651014	MI Model Civil Jury Instructions - Order :	269-145-982.00	82.50		
22373	1/20/2012	653237	Mi Criminal Jury Instructions - Order 88:	269-145-982.00	177.50		
22378	1/27/2012	651012	Mi Model Civil Jury Instructions - Order :	101-136-802.00	82.50		
J.F. Ahern Company							**$387.65**
22323	1/17/2012	A 107500	Annual Maintenance - Pressure Extingu	101-265-801.00	174.00		
22473	1/25/2012	A 107499	5 LB Fire Extinguisher (x2)	101-265-755.00	213.65		
Jasper, Mark							**$175.38**
22361	1/31/2012	Reimbursement	Mileage - January 2012	101-101-860.05	175.38		
Joel Hensley, RN							**$2,830.00**
22300	1/28/2012	Blood Draw	R. Johnson (1/16/12)	101-267-801.01	100.00		
22424	1/28/2012	Nursing Services	January 1 - January 14, 2012	101-301-770.01	1,365.00		
22425	1/29/2012	Nursing Services	January 15 - January 28, 2012	101-301-770.01	1,365.00		
John's Refrigeration, Inc.							**$5,000.00**
22367	1/26/2012	0092413-IN	PO# 02601 Freezer/Cooler Unit	101-103-755.00	5,000.00		
K MART 7031							**$80.81**
22408	1/19/2012	07031011912010456	Extension Cord	101-301-727.00	7.29		
22413	12/15/2011	07031121511008205	Inmate Supplies	101-301-770.00	73.52		
Kakuk, Ricky							**$267.40**
22399	2/1/2012	4729	Juvenile Restitution (D.K.G.)	292-000-201.00	267.40		
Krygoski Construction							**$45.00**
22400	2/1/2012	4722	Juvenile Restitution - (A.J.K.)	292-000-201.00	45.00		
Kulwich, Gerald							**$238.32**
22407	2/1/2012	4731	Mileage Reimbursement	296-665-860.00	238.32		
Lang, Bernard							**$392.39**
22359	1/31/2012	Reimbursement	Mileage - January 2012	101-101-860.01	392.39		
Lufts Advertiser							**$220.00**
22347	1/24/2012	January 2012	Advertisment	101-101-901.00	70.00		
22347	1/24/2012	January 2012	Advertisment	101-262-727.00	150.00		
MAACO							**$25.00**
22412	1/19/2012	MAACO 20120119	MAACO & NACA Dues - 2011/2012 - T	101-301-755.00	25.00		
Manpower							**$1,504.50**
22329	1/15/2012	23482502	Week Ending 1/15/12 - Regina Mistark	101-141-704.00	354.00		
22346	1/22/2012	23509280	Week Ending 1/22/12 - Regina Mistark	101-141-704.00	560.50		
22426	1/29/2012	23540670	Week Ending 1/29/12 - Regina Mistark	101-141-704.00	590.00		

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Bank Account: General							
Mastercard							**$1,729.12**
22345	1/12/2012	Credit Card	Legacy Publishing	296-667-801.02	88.00	x	
22345	1/12/2012	Credit Card	Staples	101-253-727.00	142.99	x	
22345	1/12/2012	Credit Card	Admiral	101-682-860.00	14.86	x	
22345	1/12/2012	Credit Card	Viktor Incentives & Meet	517-252-860.00	125.00	x	
22345	1/12/2012	Credit Card	Holiday Inn of Marquette	101-426-860.00	9.01	x	
22345	1/12/2012	Credit Card	Walmart - Marinette	101-682-727.00	51.70	x	
22345	1/12/2012	Credit Card	Admiral	101-426-860.00	43.02	x	
22345	1/12/2012	Credit Card	Holiday Inn of Marquette	101-426-860.00	68.67	x	
22386	1/12/2012	Credit Card	Bonanza	101-301-860.00	17.90	x	
22386	1/12/2012	Credit Card	North 141 Travel Plaza	101-301-860.00	21.20	x	
22386	1/12/2012	Credit Card	QFM Marquette	205-315-860.00	37.00	x	
22386	1/12/2012	Credit Card	Holiday Inn Marquette	205-315-860.00	206.70	x	
22386	1/12/2012	Credit Card	All Things Indentifat	101-301-727.00	48.30	x	
22386	1/12/2012	Credit Card	Cross Match Technologi	101-301-770.00	233.77	x	
22386	1/12/2012	Credit Card	Holiday Stnstore	101-301-860.00	31.00	x	
22386	1/12/2012	Credit Card	www.waresdirect.com	101-301-727.00	388.27	x	
22386	1/12/2012	Credit Card	Superior Touchless	101-301-981.00	8.00	x	
22386	1/12/2012	Credit Card	Google.com	101-301-934.01	29.99	x	
22386	1/12/2012	Credit Card	LexisNexis Risk Mgmt	205-315-727.00	100.00	x	
22386	1/12/2012	Credit Card	Intelius GB	101-301-727.00	19.95	x	
22386	1/12/2012	Credit Card	Bonanza	101-301-860.00	35.79	x	
22386	1/12/2012	Credit Card	Superior Touchless	101-301-981.00	8.00	x	
Menards - Marinette							**$525.64**
22317	1/13/2012	4246	Perma Lock (x2) & Laundry Tub Kit	101-265-755.00	78.93		
22318	1/16/2012	4881	Egg Crate, Angle Broom, Mop Handle, I	101-265-755.00	41.18		
22320	1/18/2012	5311	Padlock & Wall Thermostat	101-265-755.00	43.42		
22321	1/18/2012	5265	Building & Grounds Supplies	101-265-755.00	239.48		
22368	1/27/2012	7207	Building & Ground Supplies	101-265-755.00	67.81		
22456	1/30/2012	7905	Caulk Gun, Roller Covers	101-265-755.00	54.82		
MENOMINEE ANIMAL SHELTER							**$458.44**
22369	12/23/2011	1211	December 2011 Impoundment	101-601-958.00	458.44		
MENOMINEE COUNTY TREASURER							**$15.98**
22471	1/20/2012	Reimbursement	Carpet Slidders	101-141-727.00	15.98		
MENOMINEE MEDICAL CLINIC							**$160.00**
22423	1/18/2012	1-18-12	Inmate Medical - Sieminski	101-301-770.01	160.00		
MGT of America, Inc.							**$182.00**
22382	1/23/2012	21626	Automoated Time Logs - Oct, Nov, Dec	101-141-801.00	182.00		

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Bank Account: General

Vendor Name / Vcher#	Voucher Date	Vendor's Ref#	Description	Debit Accnt#	$Amount	SepCk	Claim Total
Michigan Counties Workers'							**$25,883.00**
22335	1/25/2012	8862	Workers Compensation Insurance Pren	101-101-716.00	116.79		
22335	1/25/2012	8862	Workers Compensation Insurance Pren	101-131-716.00	44.98		
22335	1/25/2012	8862	Workers Compensation Insurance Pren	101-132-716.00	106.78		
22335	1/25/2012	8862	Workers Compensation Insurance Pren	101-136-716.00	386.55		
22335	1/25/2012	8862	Workers Compensation Insurance Pren	101-141-716.00	500.11		
22335	1/25/2012	8862	Workers Compensation Insurance Pren	101-148-716.00	31.32		
22335	1/25/2012	8862	Workers Compensation Insurance Pren	101-150-716.00	3.09		
22335	1/25/2012	8862	Workers Compensation Insurance Pren	101-172-716.00	381.14		
22335	1/25/2012	8862	Workers Compensation Insurance Pren	101-215-716.00	201.13		
22335	1/25/2012	8862	Workers Compensation Insurance Pren	101-253-716.00	147.64		
22335	1/25/2012	8862	Workers Compensation Insurance Pren	101-257-716.00	295.07		
22335	1/25/2012	8862	Workers Compensation Insurance Pren	101-261-716.00	34.36		
22335	1/25/2012	8862	Workers Compensation Insurance Pren	101-265-716.00	1,160.58		
22335	1/25/2012	8862	Workers Compensation Insurance Pren	101-267-716.00	734.93		
22335	1/25/2012	8862	Workers Compensation Insurance Pren	101-268-716.00	60.53		
22335	1/25/2012	8862	Workers Compensation Insurance Pren	101-301-716.00	11,736.26		
22335	1/25/2012	8862	Workers Compensation Insurance Pren	101-331-716.00	12.15		
22335	1/25/2012	8862	Workers Compensation Insurance Pren	101-426-716.00	25.73		
22335	1/25/2012	8862	Workers Compensation Insurance Pren	101-648-716.00	48.61		
22335	1/25/2012	8862	Workers Compensation Insurance Pren	101-682-716.00	36.01		
22335	1/25/2012	8862	Workers Compensation Insurance Pren	205-315-716.00	6,587.99		
22335	1/25/2012	8862	Workers Compensation Insurance Pren	205-316-716.00	497.92		
22335	1/25/2012	8862	Workers Compensation Insurance Pren	208-751-716.00	1,007.84		
22335	1/25/2012	8862	Workers Compensation Insurance Pren	249-371-716.00	128.77		
22335	1/25/2012	8862	Workers Compensation Insurance Pren	266-325-716.00	333.21		
22335	1/25/2012	8862	Workers Compensation Insurance Pren	266-326-716.00	34.31		
22335	1/25/2012	8862	Workers Compensation Insurance Pren	271-790-716.00	673.81		
22335	1/25/2012	8862	Workers Compensation Insurance Pren	296-663-716.00	226.26		
22335	1/25/2012	8862	Workers Compensation Insurance Pren	296-664-716.00	174.28		
22335	1/25/2012	8862	Workers Compensation Insurance Pren	296-665-716.00	154.85		
MICHIGAN ELECTION RESOURCES							**$17.71**
22302	1/20/2012	27929	Ballot Container Certificate (x25)	101-262-727.00	17.71		
MILLERS ACTION OFFICE SUPPLY I							**$168.65**
22301	1/31/2012	083338	Ink Cartridges (911)	266-325-727.00	139.98		
22305	1/25/2012	083196	Post-It's, Paper, Business Cards	101-426-727.00	23.48		
22384	1/30/2012	083301	Ink Refill	516-253-727.00	5.19		
MJB Industries, Inc.							**$5,000.00**
22385	12/28/2011	759	Mobile Equipment - Install Travitity Barri	220-691-953.05	5,000.00		
MOORE MEDICAL CORP							**$352.24**
22422	1/11/2012	81748403 EI	Drug Screen	101-301-770.01	352.24		
Motion Industries, Inc.							**$5.01**
22319	1/18/2012	WI27-362963	Building & Grounds Supplies	101-265-755.00	5.01		
MPJRA - Melissa Andersen-Probate Court							**$75.00**
22391	1/26/2012	4716	Membership Dues (2012 - 2013) - Shar	101-132-802.00	75.00		
NAPA AUTO PARTS PITSTOP							**$42.67**
22448	1/16/2012	5643	Brake Cleaner	208-751-755.02	7.18		
22449	1/23/2012	5686	8-Way Puller	208-751-755.02	31.99		
22450	1/30/2012	5740	Polar Isopropyl	208-751-755.02	3.50		

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Bank Account: General							
Neil Johnson							**$123.92**
22436	2/2/2012	Reimbursement	Project Life Saver Training Supplies	205-315-755.00	123.92		
Noble Medical, Inc.							**$291.71**
22390	1/26/2012	68999	Drug Tests (x50)	296-668-835.00	291.71		
PAIDL'S TRUE VALUE HARDWARE							**$87.20**
22457	1/16/2012	B34357	Drydex Spackling	208-751-755.02	7.49		
22458	1/18/2012	A32983	Sash Brush	208-751-755.02	6.49		
22459	1/19/2012	A33012	Paint Mask Tape	208-751-755.02	13.98		
22460	1/25/2012	A33200	MP Lav/Kitch Drain Bend	208-751-755.02	4.29		
22461	1/31/2012	B34977	1 Gallon Floor Enamel	208-751-755.02	27.99		
22462	1/4/2012	A32552	Toilet Auger for Library	101-265-755.00	8.49		
22463	1/16/2012	B34370	Mini Hacksaw for Library	101-265-755.00	8.99		
22464	1/18/2012	B34441	Key (x2)	101-265-755.00	7.98		
22465	1/25/2012	B34728	Faucet Repair Kit	101-265-755.00	6.99		
22466	1/1/2012	150004	Credit Memo - Library	101-265-755.00	-5.49		
Pan-O-Gold Baking Co.							**$85.75**
22417	1/10/2012	40683201004	Inmate Groceries	101-301-770.00	38.01		
22418	1/17/2012	40683201704	Inmate Groceries	101-301-770.00	47.74		
Pearson, Jim							**$98.08**
22360	1/31/2012	Reimbursement	Mileage - January 2012	101-101-860.03	98.08		
Peterson Siding & Windows							**$2,632.00**
22352	1/24/2012	Seglund	Roofing & Siding	274-690-809.63	2,632.00		
Peterson, Charlene							**$18.70**
22356	2/1/2012	Reimbursement	Mileage for Planning Commission 1/30/	101-401-710.00	18.70		
Physio-Control Inc.							**$247.50**
22438	12/30/2011	112078871	Battery & Replacement Assembly	205-315-934.00	247.50		
Plunger, Kelly							**$10.00**
22404	2/1/2012	4725	Juvenile Restitution (T.D.M.)	292-000-201.00	10.00		
PrintersPlus!							**$60.00**
22304	1/23/2012	11262	District Court - Letterhead	101-136-727.00	60.00		
QUICK SIGNS							**$13.22**
22324	1/17/2012	5000	Veterans Signs	101-265-755.00	13.22		
Quill Corporation							**$326.28**
22351	1/24/2012	9619540	Files & Folders	101-267-727.00	108.66		
22419	1/24/2012	9615519	Inmate Supplies	101-301-770.00	217.62		
Randall Phillipps							**$25.00**
22470	1/31/2012	1987-4929-DP	Court Appointed Legal - Cummings	101-132-807.00	25.00		
REDWOOD TOXICOLOGY LABORATORY							**$25.00**
22396	2/1/2012	007198201112	Drug Testing	296-667-730.00	30.00		
22397	11/30/2011	007184201111	Credit Memo	101-136-727.00	-5.00		
REGISTER OF DEEDS							**$56.00**
22443	2/1/2012	Copies	Remon Grant Year 2012 (x56)	243-246-801.07	56.00		
Reinhart Foodservice							**$942.12**
22415	1/17/2012	101846	Inmate Groceries	101-301-770.00	803.62		
22416	1/17/2012	101955	Inmate Groceries	101-301-770.00	138.50		

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Bank Account: General							
Schneider, Robert							**$10.00**
22403	2/1/2012	4724	Juvenile Restitution (T.D.M.)	292-000-201.00	10.00		
Schultz, Lillian R.							**$23.10**
22357	2/1/2012	Reimbursement	Mileage for Planning Commission 1/30/	101-401-710.00	23.10		
Securus Technologies							**$1,020.00**
22428	1/16/2012	104221	Prepaid Phone Cards (x100)	101-301-850.01	510.00		
22429	1/23/2012	104376	Prepaid Phone Cards (x100)	101-301-850.01	510.00		
Simple Distributors, LLC							**$130.00**
22343	1/19/2012	7871-1	Labels & Ink Cartridges - Admin Office	101-172-727.01	130.00		
SPARKS GEOFFERY							**$382.50**
22307	1/24/2012	590	G-A-L Legal Fees (H.T.)	101-148-807.00	382.50		
Standard Insurance Company							**$195.50**
22327	2/1/2012	February 2012	Life Insurance Premium	101-101-713.00	11.50		
22327	2/1/2012	February 2012	Life Insurance Premium	101-132-713.00	6.32		
22327	2/1/2012	February 2012	Life Insurance Premium	101-136-713.00	11.50		
22327	2/1/2012	February 2012	Life Insurance Premium	101-141-713.00	6.90		
22327	2/1/2012	February 2012	Life Insurance Premium	101-148-713.00	0.58		
22327	2/1/2012	February 2012	Life Insurance Premium	101-215-713.00	11.50		
22327	2/1/2012	February 2012	Life Insurance Premium	101-172-713.00	4.60		
22327	2/1/2012	February 2012	Life Insurance Premium	101-261-713.00	2.30		
22327	2/1/2012	February 2012	Life Insurance Premium	101-267-713.00	9.20		
22327	2/1/2012	February 2012	Life Insurance Premium	101-268-713.00	2.30		
22327	2/1/2012	February 2012	Life Insurance Premium	101-253-713.00	6.90		
22327	2/1/2012	February 2012	Life Insurance Premium	101-257-713.00	4.60		
22327	2/1/2012	February 2012	Life Insurance Premium	101-265-713.00	2.30		
22327	2/1/2012	February 2012	Life Insurance Premium	101-301-713.00	46.00		
22327	2/1/2012	February 2012	Life Insurance Premium	101-682-713.00	2.30		
22327	2/1/2012	February 2012	Life Insurance Premium	101-103-713.00	2.30		
22327	2/1/2012	February 2012	Life Insurance Premium	101-426-713.00	2.30		
22327	2/1/2012	February 2012	Life Insurance Premium	271-790-713.00	9.20		
22327	2/1/2012	February 2012	Life Insurance Premium	296-663-713.00	2.30		
22327	2/1/2012	February 2012	Life Insurance Premium	296-664-713.00	2.30		
22327	2/1/2012	February 2012	Life Insurance Premium	296-665-713.00	2.30		
22327	2/1/2012	February 2012	Life Insurance Premium	208-751-713.00	4.60		
22327	2/1/2012	February 2012	Life Insurance Premium	205-316-713.00	2.30		
22327	2/1/2012	February 2012	Life Insurance Premium	205-315-713.00	20.70		
22327	2/1/2012	February 2012	Life Insurance Premium	266-325-713.00	16.10		
22327	2/1/2012	February 2012	Life Insurance Premium	266-326-713.00	2.30		
State of Michigan - Dept. of Management & Budget							**$230.00**
22364	1/1/2012	miDEAL-740	1/1/12 - 12/31/12 - Membership Dues	101-103-802.00	230.00		
State of Michigan - MI Dept. of Enviironmental Qua							**$200.00**
22316	1/14/2012	741458	Groundwater Annual Permit Fee GW11	208-751-755.08	200.00		
State of Michigan - Michigan State Police							**$1,750.00**
22430	12/14/2011	1750	10/1/11 - 12/31/11 3 way DataComm L	101-301-976.00	1,750.00		
Stellar Pizza, LLC							**$20.00**
22395	2/1/2012	25	Pizza for Teen Court	296-667-801.02	20.00		
Straight Stitch							**$215.85**
22383	1/31/2012	2281	Recover Chairs (x2) Treasurer's Office	517-252-931.00	215.85		

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CHIEF FISCAL OFFICER
MENOMINEE COUNTY

MENOMINEE COUNTY
Claims Audit Report

Vendor Name / Vcher#	Voucher Date	Vendor's Ref#	Description	Debit Accnt#	$Amount	SepCk	Claim Total
Bank Account: General							
The First National Bank&Trust							**$31.60**
22427	1/31/2012	628840339	FOC - Service Charge	101-141-817.00	31.60		
Time Warner Cable							**$329.95**
22344	1/20/2012	004-700185701-001	1/25/12 - 2/24/12	101-103-851.01	329.95		
TWIN CITY ELECTRIC, Inc.							**$357.60**
22334	1/16/2012	77718	Relocate Fax Line in FOC Office	215-141-942.00	63.00		
22354	1/31/2012	77741	Installation of Loud Ringer on Boiler Ro	101-265-755.00	222.80		
22451	1/18/2012	80514	Bulbs	101-265-755.00	71.80		
U.E.S. COMPUTERS, INC.							**$1,195.74**
22313	1/17/2012	59174	USB Cable	101-103-857.00	10.75		
22314	12/28/2011	33952	Deliver & Set Up Computer for Kandace	101-103-857.00	245.00		
22315	1/10/2012	34704	Set up new employee (Rabida)	101-103-857.00	60.00		
22322	1/20/2012	34636	Installation of Sherry's Work Station	101-103-857.00	95.00		
22333	1/13/2012	34798	Setup of New Printer in FOC Office	215-141-942.00	65.00		
22350	1/23/2012	34836	File Maintenance for Deb/Trina	101-103-857.00	45.00		
22431	1/20/2011	34626	Virus Removal (Roxy's Computer)	101-301-934.02	309.99		
22472	1/26/2012	34740	Setup New System for Treasurer's Offic	101-103-857.00	365.00		
U.P. ASSN. OF COUNTY COMMISSIO							**$150.00**
22379	1/23/2012	Dues	UPACC Dues -2012	101-103-802.00	150.00		
U.S. Bank Equipment Finance							**$69.68**
22410	1/14/2012	194962791	Sheriff Department - Konica	101-301-727.00	69.68		
Valley Mechanical, Inc.							**$7,156.00**
22337	1/9/2012	2041	Install of Hose Station & Parts/Materials	101-265-755.00	488.00		
22338	1/9/2012	2042	Rebuilding Pump & Parts/Materials	101-265-934.00	1,600.00		
22339	1/9/2012	2043	Installation of Window & Parts/Materials	101-265-930.01	600.00		
22340	1/9/2012	2045	Repipe Chiller & Parts/Materials	101-265-934.00	2,734.00		
22341	1/9/2012	2046	Install Valves Under Courthouse & Part	101-265-934.00	1,734.00		
WALTER BROTHERS INC							**$25.12**
22432	1/19/2012	D28808	Single Sided Keys (x8)	205-315-727.00	13.52		
22455	1/5/2012	A156253	Hardware	208-751-755.02	11.60		
Waste Management							**$407.87**
22374	2/1/2012	1334687-1856-3	February 2012	101-265-801.00	407.87		
WISCONSIN PUBLIC SERVICE CORP - P O BOX 19003							**$9,958.28**
22325	1/19/2012	0402047856-00005	Kleinke Park Electrical	208-751-920.01	72.78		
22370	1/26/2012	0402047856-00006	Stoney Point Street Lighting	208-751-920.01	33.19		
22371	1/26/2012	1075665613-00000	Bailey House	208-751-920.01	29.99		
22371	1/26/2012	1075665613-00000	Kleinke Park Street Lighting	208-751-920.01	29.22		
22371	1/26/2012	1075665613-00000	Bailey Park Street Lighting	208-751-920.01	12.72		
22445	1/30/2012	0402047856-00004	Courthouse - Commercial Gas	101-265-920.04	4,085.80		
22446	1/30/2012	0402191663-00001	Health Center - Gas & Electric	101-265-920.03	317.24		
22446	1/30/2012	0402191663-00001	Health Center - Gas & Electric	101-265-920.04	405.15		
22447	1/30/2012	0402055840-00001	Jail - Electrical Service	101-265-920.03	4,972.19		
Zausmer, Kaufman, August,							**$400.00**
22414	1/23/2012	Legal Services	1st Installment	101-301-755.00	400.00		
Zeratsky Extreme Heating &							**$97.50**
22444	1/30/2012	4014	Maintenance on 3-Door Freezer Unit	101-265-755.00	97.50		
Total Amount for Bank Account: General							**$136,703.31**

MENOMINEE COUNTY
Claims Audit Report

Vendor Name	Vcher#	Voucher Date	Vendor's Ref#	Description	Debit Accnt#	$Amount	SepCk	Claim Total
Bank Account: General								
B L R								$129.12
	22433	12/21/2011	1-7056236	Teens & Sexual Harassment	205-315-727.00	129.12		
Total Amount for Bank Account: General								$129.12

APPROVED
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CHIEF FISCAL OFFICER
MENOMINEE COUNTY MICHIGAN
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MENOMINEE COUNTY
Claims Audit Report

Vendor Name / Vcher#	Voucher Date	Vendor's Ref#	Description	Debit Accnt#	$Amount	SepCk	Claim Total
Bank Account: General							
Peterson Siding & Windows							$2,632.00
22506	2/3/2012	Seglund	Roofing & Siding	274-690-809.63	2,632.00		
Total Amount for Bank Account: General							$2,632.00

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