

"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 ~ April 10, 2012 @ 5:30 p.m. CDT
at Meyer Township Hall, Hermansville, MI

AGENDA

- A. Call to Order
 - B. Pledge of Allegiance
 - C. Roll Call
 - D. Approval of the Agenda
 - E. Approval of Previous Minutes
 CB – Mar. 30, 2012
 - F. Public Comment (*Statements, not debate, limited to 5 minutes per person on agenda items only*)
 - G. Presentations (*limited to twenty minutes*)
 Ray LaMarche – Anderson, Tackman & Co., PLC ~ FY 2011 Audit Report
 - H. Department Head/Elected Officials Reports (*limited to ten minutes*)
 - I. Action Items
1. Moved by _____ seconded by _____ to allow the County Administrator to file or NOT file an appeal to the Bureau of Indian Affairs in reference to the Fee to Trust Acquisition on the Beauchamp parcel.
 2. Moved by _____ seconded by _____ to approve Menominee County's Soil Erosion Permit fee scale as proposed by the County Building Inspector.
 3. Moved by _____ seconded by _____ to approve a bid by _____ in the amount of \$ _____ for the replacement of the video surveillance system in the Jail and exterior of the jail and courthouse buildings. Funds to be disbursed from account # 101-103-998.00 (designated building fund).
 4. Moved by _____ seconded by _____ to approve a bid from _____ in the amount of \$ _____ to build the Airlock Breezeway for the Courthouse West Entrance. Funds to be disbursed from account # 101-103-970.06 (other legislative, capital outlay).

James Furlong - Chairperson

Charlie Meintz - Vice Chairperson

Bernie Lang

Mark Jasper

Jim Pearson

5. Moved by _____ seconded by _____ to appoint one Citizen member with county interests or recreational & tourist interests to the Menominee County Planning Commission for a 3 year term (5/1/2012-4/30/2015). (Donna Buechler)
6. Moved by _____ seconded by _____ to appoint one Citizen with gov. municipal interests, **OR** one citizen with industrial & economic interests **OR** one citizen with sanitation, enviro. Health, housing & human services interests to the Menominee County Planning Commission for a 3 year term (5/1/2012-4/30/2015) (Lillian Schultz **OR** Nancy Douglas)
7. Moved by _____ seconded by _____ to appoint one Citizen to the U.P. State Fair Board for a 3 year term. (5/1/2012 – 4/30/2015) (Janis Linderoth)
8. Moved by _____ seconded by _____ to approve Miscellaneous Bills as paid on March 9, 15 & 21, 2012 in the amount of \$87,713.03.
9. 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
2. Building and Grounds/Park Items:
 - a.
3. Miscellaneous Items:
 - a. Resolution 2012-08 ~ April 2012 Head Start Month
 - b. Menominee County Bylaws, Board Rules, County Policies, and Charters of Standing Committees.
4. Finance Items
 - a. Miscellaneous Bills as paid on March 29, 2012 in the amount of \$101,202.74.
 - b. Commissioner Per Diems and expenses

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

March 30, 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 in Courtroom B, Menominee, Michigan.

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

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

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

Absent: None

Moved by Com. Pearson supported by Com. Jasper to approve agenda.

Moved by Com. Furlong supported by Com. Meintz to amend agenda to add Item C: Discussion on PILT payments to Miscellaneous Items under New Business. Motion approved 5-0.

Motion by Com. Meintz, supported by Com. Lang to approve the minutes from the March 13, 2012 Regular County Board Meeting. Motion approved 5-0.

Public Comment: Gary Eichhorn Expense of COPS Grant to County

Presentations: None

Department Head/Elected Officials Reports: None

Moved by Com. Meintz seconded by Com. Pearson to approve Resolution 2012-06 ~ Support of DNR Grant for River Park Development. Motion approved 5-0.

Moved by Com. Jasper seconded by Com. Meintz to approve the pilot program for the "Sheriff Deputy Camp Site Program". Motion approved 5-0.

Moved by Com. Lang seconded by Com. Pearson to approve Resolution 2012-07 ~ Honoring Menominee County Parks Committee Member, Mark Aubert. Motion approved 5-0.

Moved by Com. Lang seconded by Com. Pearson to approve the 2012 Household Hazardous Waste pickup to be held on May 5th, 2012 at the Menominee Municipal Complex. Motion approved 4-1 Com. Meintz voted nay.

Moved by Com. Pearson seconded by Com. Lang to allow the Sheriff Department to submit an application for the COPS Grant. The grant will cover up to 75% of the salary and benefits for one officer hired for three (3) years. The County will pay the other 25% of the cost. The County must also agree to pay the full cost of the officer for a fourth (4th) year. Motion denied 3-2 Com. Furlong, Com. Jasper, Com. Meintz voted nay.

Moved by Com. Meintz seconded by Com. Pearson to approve Commissioner per diems and expenses as recently submitted for payment. Motion approved 5-0.

Moved by Com. Meintz seconded by Com. Jasper to approve Miscellaneous Bills as paid on March 2 & 6, 2012 in the amount of \$178,944.79.

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

New Business (discussion only)

Personnel Items: **None**

Building and Grounds/Park Items:

West Shore Fishing Museum roof replacement was discussed. The cost for materials is \$925 and work will be done by volunteers. The park budget maintenance line item will be used for funds. Moved by Com. Pearson seconded by Com. Lang to make this an action item. Motion approved 5-0.

Com. Meintz questioned whether this was covered by insurance because it is a County owned building.

Moved by Com. Pearson seconded by Com. Jasper to give West Shore Fishing Museum the \$925 for roof replacement to be taken from park maintenance budget. Motion approved 4-1, Com. Meintz voted nay.

Miscellaneous Items:

There were no bids received on the surplus refrigerator and freezer. Options for disposal were discussed. The possibility of using EBAY was mentioned and Administrator Bousley will check with Prosecuting Attorney Hass to see if there are any legal ramifications to this type of sale.

County Administrator Bousley informed the Board about the letter received from the Bureau of Indian Affairs in ref. to the "Fee to Trust Acquisition on the Beauchamp parcel". The tax loss to Harris Township would be approximately \$1500. Hannahville currently owns this property and this would put it into their trust, meaning the County will no longer receive taxes on this piece of property. Consensus of the Board is to move this forward to the next meeting.

PILT (Payment in Lieu of Taxes) was discussed. Com. Meintz stated the State of Michigan is not meeting their obligation to the Counties in a timely manner. Com. Pearson said individuals are not given this ability and are faced with foreclosure for nonpayment of taxes. There does not seem to be a trickle down of monies until the State is made whole. Further exploration to be done.

Finance Items

Dan Menacher presented a fee schedule for soil erosion permits. He finds a revision to be in order after completing a comparison study with other counties. Our County fees are considerably higher. He also stated that the State is cutting back on staff for soil erosion issues. The counties need a more proactive approach to protect our resources. His budget is based on

fees received but he will be able to overcome shortfall due to the reduction of fees with additional permits. Consensus of the Board is to move this forward to next meeting for approval.

Miscellaneous Bills as paid on March 9, 15 & 21, 2012 in the amount of \$87,713.03. Consensus of Board is to move forward to next meeting for approval.

Commissioner Per Diems and expenses; Consensus of Board to move forward to next meeting for approval.

Misc. Boards/Committees/Commissions Reports – Consensus of Board to move forward

Public Comment: Gary Eichhorn thanked the Board for COPS Grant decision
Affirms Board decision on pursuance of PILT

Commissioner Comment

Com. Furlong appreciated the opportunity to attend MAC Conference
Com. Jasper asked if representatives from the mine would be coming to a meeting; Administrator Bousley indicated they would be
Com. Meintz participated in 4-H leader interviews and is confident in the choice made; he is pleased with Board support of PILT
Com. Pearson used his IPAD in a test in going paperless and he commented that it worked very well

Any other items members may wish to present None

Moved by Com. Meintz, seconded by Com. Jasper to adjourn at 6:42 p.m. Motion was approved 5-0.

James Furlong, Chairman

Carol Johnson, Deputy County Clerk

MENOMINEE COUNTY BOARD OF COMMISSIONERS PRESENTATION ITEM

SUBJECT:	Ray LaMarche – FY end 9/30/11 Audit
DEPARTMENT:	Administration
ATTACHMENTS:	Given to commissioners with agenda
SUMMARY:	Ray LaMarche from Anderson, Tackman & Co., PLC will discuss the 2011 County Audit results.
RECOMMENDED MOTION	

Submitted by: **Brian Bousley**

 04/04/2012
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 AGENDA ITEM

SUBJECT:	Fee to Trust Acquisition – Beauchamp parcel
DEPARTMENT:	Administration
ATTACHMENTS:	yes
SUMMARY:	
<p>The Hannahville Indian Community is requesting any “Notice of Appeal” to be sent within 30 days of receipt of the attached letter.</p> <p>They have applied with the Bureau of Indian Affairs (US Dept. of Interior) to acquire approximately 2.3 acres of land into trust</p>	
RECOMMENDED MOTION	
To allow the County Administrator to <u>file</u> or <u>NOT file</u> an appeal to the Bureau of Indian Affairs in reference to the Fee to Trust Acquisition on the Beauchamp parcel.	

Submitted by: Brian Bousley

 04/04/2012
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):



United States Department of the Interior

BUREAU OF INDIAN AFFAIRS

Michigan Agency

2845 Ashmun Street

Sault Ste. Marie, Michigan 49783-3732

(906) 632-6809 Phone (906) 632-0689 Fax

877-659-5028 TOLL FREE

COPY

IN REPLY REFER TO:

REALTY

March 19, 2012

NOTICE OF DECISION

CERTIFIED MAIL RETURN RECEIPT REQUESTED - 7007 2560 0002 5917 1394

Menominee County Commissioners
839 10th Avenue
Menominee, MI 49858

Re: Fee to Trust Acquisition – Beauchamp parcel

Dear County Commissioners:

This Agency has under consideration an application submitted by the Hannahville Indian Community to acquire approximately 2.3 acres of land into trust. The real property is located in Menominee County, Michigan, and is contiguous to existing trust land. According to the application, the Tribe intends to use this property for housing. The property, known as the “Beauchamp Parcel” is legally described as follows and depicted on the enclosed survey map:

Beauchamp Property

Land located in the Township of Harris, County of Menominee, and State of Michigan, consisting of 2.3 acres, more or less and described as:

Part of the SE1/4 of the NE1/4 of SE1/4 of Section 11, Township 38 North, Range 25 West:

From the SE corner of the SE1/4 of NE1/4 of SE1/4 of Section 11, T38N, R25W, measure North along the East line of said Section a distance of 435.25 feet to the point of beginning of the land herein described; thence West parallel with the South line of said SE1/4 of NE1/4 of SE1/4 to the West line of said SE1/4 of NE1/4 of SE1/4; thence North along said West line to the NW corner of said SE1/4 of the NE1/4 of SE1/4; thence East along North line of said SE 1/4 of NE1/4 of SE1/4 to a point that is 208.71 feet West of the NE corner of said SE1/4 of NE1/4 of SE1/4; thence South parallel with the East line of said Section a distance of 208.71 feet; thence East parallel with said North line a distance of 208.71 feet to said East line; thence South along said East line a distance of 13.94 feet to the Point of Beginning.

The approval to acquire land in trust status for an Indian tribe is committed to the discretion of the Bureau of Indian Affairs (BIA) on behalf of the Secretary of the Interior. The BIA must review all acquisition proposals prior to making a decision as to whether the lands can be placed into trust status for a tribe. The authority, procedures and policies governing the Secretary's acquisition of land in trust for an Indian tribe is set forth in Title 25 of the Code of Federal Regulations (CFR) Part 151.

25 CFR 151.10(a) – Statutory Authority for proposed acquisition:

The Hannahville Indian Community is a Federally Recognized Indian Tribe, with a government organized under the provisions of the Indian Reorganization Act, 25 USC 461, et. seq. The statutory authority used by the Tribe to acquire land into trust status is Section 5 of the Indian Reorganization Act of 1934 (IRA), 25 USC 465.

The regulations specify that it is the Secretary's policy to accept lands "in trust" for the benefit of tribes when such acquisition is authorized by an Act of Congress, and (1) when such lands are within the exterior boundaries of the tribe's reservation, or adjacent thereto, or within a tribal consolidation area, or (2) when the tribe already owns an interest in the land, or (3) when the Secretary determines that the land is necessary to facilitate tribal self-determination, economic development, or tribal housing.

The subject property is contiguous to existing trust land, and is deemed necessary for the overall economic well being of the Tribe. Therefore, this acquisition falls within the land acquisition policy as set forth by the Secretary of Interior, 25 CFR PART 151.10.

Pursuant to 25 CFR 151.10 the following factors were considered in formulating our recommendation: (1) need of the tribe for additional land; (2) the purpose for which the land will be used; (3) impact on the State and its political subdivisions resulting from removal of the land from the tax rolls; (4) jurisdictional problems and potential conflict of land use which may arise; (5) whether the Bureau of Indian Affairs is equipped to discharge the additional responsibilities resulting from the acquisition of the land in trust status, (6) whether or not contaminants or hazardous substances may be present on the property.

Accordingly, in addition to the foregoing, the following analysis of the application is provided:

25 CFR 151.10(b) – The need of the Tribe for additional land

The Tribe lacks an adequate land base within its reservation to provide sufficient and desirable homes and services for its entire membership. Although the Tribe has beneficial ownership of approximately 5859 acres, much of the acreage is comprised of cedar swamp, wetlands, lands with high water tables or lands upon which the surface bedrock prevents further development due to difficulty of development, excessive expense, or impossibility.

The Tribal Council, the governing body of the Hannahville Indian Community, has designated certain areas of the Tribe's current reservation holdings for use as commercial properties as part of its planning for diversification of economic development. This need for diversification, in order to assure the future of the community as a desirable location in which to continue to live, reduces the land available for nature preservation.

It is our determination that the Hannahville Indian Community has an established need for land in order to facilitate tribal self-determination. The United States has recognized the right of Indian Tribes to self-govern. It is, therefore, appropriate that the Tribe, through self-governance, plan and implement programs for the benefit of its community.

Conversion of the subject lands into trust status allows the Tribe the full benefit of exercising its sovereign rights and ultimately allows for long-term planning for the betterment of its people.

25 CFR 151.10(c) – Purpose for which the land will be used

Proposed use of this parcel will be to construct tribal rental housing. The land will support the eventual construction of 2 or 3 tribal homes. Due to the construction of a golf course on the opposite side of Hannahville B-1 road, the main thorough-fare through this part of the reservation and the relocation of tribal housing that was necessitated by that economic development, there is increased need for additional tribal housing.

25 CFR 151.10(d) – Land to be acquired for an individual

Not applicable.

25 CFR Part 151.10(e) – Impact on the State and Local governments resulting from the removal of the land from the tax rolls

Menominee and Delta County as a whole receive an equal share of 2% funds annually. Harris Township has received 2% funding since November 2001.

The Tribe intends to continue 2% funding to Menominee County well in excess of the lost tax revenue on the former Beauchamp property.

25 CFR Part 151.10(f) – Jurisdictional problems and potential conflicts of land use which may arise

As trust land, the parcel will be “Indian Country” for jurisdictional purposes within the meaning of 18 U.S.C. Section 1151. Law Enforcement will be provided by the Hannahville Indian Community Police Department (HTPD). While the Menominee County Sheriff’s Department does patrol the north end of Menominee County, through a cross-deputization agreement with HTPD, it is HTPD that patrols both Indian and non-Indian crime on the Reservation. Thus, it would remove confusion to place the land in trust and make it part of that land that is recognized by the local community as being part of the Reservation.

On October 13, 2006, initial consultation letters were sent to State and local governments inviting their comments on the Beauchamp parcel. On October 27, 2006 a letter from Menominee County Board of Commissioners was received providing the tax information and a statement hoping that some fair resolution could be found for the loss of tax revenue. The Tribe believes that its 2% funding to Menominee County will be of greater effect when combined with the relief from having to provide continuous tax assessment on this vacant land.

In addition, a letter from the State of Michigan Governor’s office was also received noting concerns with the legal description covering this parcel. On January 9, 2007, the Tribe provided the following written response:

“Beauchamp is accessed via a driveway off Hannahville Road which lies adjacent to the former Lahti property, which is in trust. The conveyance paragraph on the deed read: The above described parcel being subject to the rights of the public for highway purposes over and across Hannahville Road as now located.”

25 CFR Part 151.10(g) – Whether the BIA is equipped to discharge the additional responsibilities resulting from the acquisition of the land in trust status

This trust acquisition will result in increased tribal self-sufficiency and, ultimately, less dependence on the Interior Department. Furthermore, acceptance of the subject parcel into Federal trust status will not impose any significant additional responsibilities or burdens on the BIA beyond those already inherent in the Federal trusteeship over the existing Reservation.

The property has no forestry or mineral resources, which would require BIA management. With only a small amount of trust transactions anticipated (leasing, rights of ways, etc), any additional responsibilities resulting from this transaction will be minimal. As such, the Bureau of Indian Affairs, Michigan Agency, is equipped to administer any additional responsibilities resulting from this acquisition.

25 CFR Part 151.10 (h) – Compliance with 516 DM 6, appendix 4, National Environmental Policy Act and 602 DM 2, Hazardous Substances Determinations

In accordance with Interior Department Policy (602 DM 2), we are charged with the responsibility of conducting a site assessment for the purposes of determining the potential of, and extent of liability for, hazardous substances or other environmental remediation or injury. Phase 1 Environmental Site Assessments were completed in 2006, 2007 and 2008 with the most recent being done in November, 2011. None of these site inspections revealed any hazardous materials or contaminants on subject property. The Phase 1 was reviewed by the Midwest Region Environmental Staff and approved by the Regional Director on March 8, 2012.

NATIONAL ENVIRONMENTAL POLICY ACT COMPLIANCE

An additional requirement, which has to be met when considering land acquisition proposals, is the impact upon the human environment pursuant to the criteria of the National Environmental Policy Act of 1969 (NEPA).

The actions listed therein have been determined not to individually or cumulatively affect the quality of the human environment, and therefore, do not require the preparation of either an Environmental Assessment (EA) or an Environmental Impact Statement (EIS).

A categorical exclusion requires a qualifying action; in this case, 516 DM 6, Appendix 4, Part 4.4.I., Land Conveyance and Other Transfers of interests in land where no immediate change in land use is planned. This acquisition is for approximately 2.3 acres, and no change in land use is anticipated. A categorical exclusion was approved by the Acting Midwest Regional Director on September 3, 2009.

Based on the above information, the Agency Superintendent has decided to approve the taking of this land into trust status for the benefit and welfare of the Hannahville Indian Community, provided the tribe delivers a marketable title to the property, and in a manner as required in 25 CFR 151, Land Acquisition regulations.

This decision may be appealed to the Office of the Regional Director, Midwest Region, Bishop Henry Whipple Federal Building, One Federal Drive, Room 550, Fort Snelling, Minnesota 55111, in accordance with the regulation in 25 CFR Part 2. (Part 2 - Appeals from Administrative Actions enclosed).

Your notice of appeal must be filed in this office within 30 days of the date you receive this decision. The date of filing your notice of appeal is the date it is postmarked or the date it is personally delivered to this office. Your notice of appeal must include the name, address and telephone number. It should clearly identify the decision being appealed. If possible, attach a copy of the decision.

The notice and the envelope in which it is mailed should be clearly labeled "**Notice of Appeal**". Your notice of appeal must list names and addresses of the interested parties known to you and certify that you have sent them copies of the notice. You must also send a copy of your notice of appeal to the Regional Director, at the address given above.

You may include a statement of reasons with your notice of appeal, explaining why you believe this decision to be in error. If you do not include your statement of reasons with your notice of appeal, you must mail or deliver it to the Regional Director within 30 days after you file your notice of appeal. The statement of reasons and the envelope in which it is mailed should be clearly labeled "**Statement of Reasons**". It must be accompanied by or otherwise incorporate all supporting documents. You must send copies of your statement of reasons to all interested parties.

If no appeal is timely filed, this decision will become final for the Department of Interior at the expiration of the appeal period. No extension of time may be granted for filing a notice of appeal.

Sincerely,



Gerald F. Parish
Superintendent

Enclosures

SURVEY FOR GARY BEAUCHAMP
 SUBJECT PROPERTY DIVISION
 DATE OF SURVEY MAY 1991
 DATE OF MAPS JANUARY 1993

CERTIFICATE OF SURVEY TO GARY BEAUCHAMP

I, M.P. DAVIS, A REGISTERED LAND SURVEYOR IN THE STATE OF MICHIGAN, HEREBY CERTIFY THAT I HAVE MADE A SURVEY OF THE ABOVE DESCRIBED LANDS, THAT THIS DRAWING IS A CORRECT DECLARATION OF THE SURVEY, THAT I HAVE PERSONALLY LOCATED WITH THOSE FOUND, HAVE BEEN PLACED OR LOCATED BY THE POSITION, AND HAVE BEEN HEREON THAT THERE ARE NO VISIBLE PUBLIC ENCROACHMENTS EITHER WAY TO THE PROPERTY LINES EXCEPT AS SHOWN THAT THE RELATIVE ERROR OF CLOSURE OF THE UNADJUSTED FIELD MEASUREMENTS OF THE SURVEY IS LESS THAN THE RATIO OF PART IN 10,000 THAT ALL PUBLIC LAND SURVEY CORNERS USED IN THIS SURVEY HAVE BEEN RECORDED IN ACCORDANCE WITH THE PROVISIONS OF ACT 74 OF P.A.S. OF 1970 AND THAT I HAVE COMPLIED WITH THE REQUIREMENTS OF ACT 132 OF PUBLIC ACTS OF 1970.

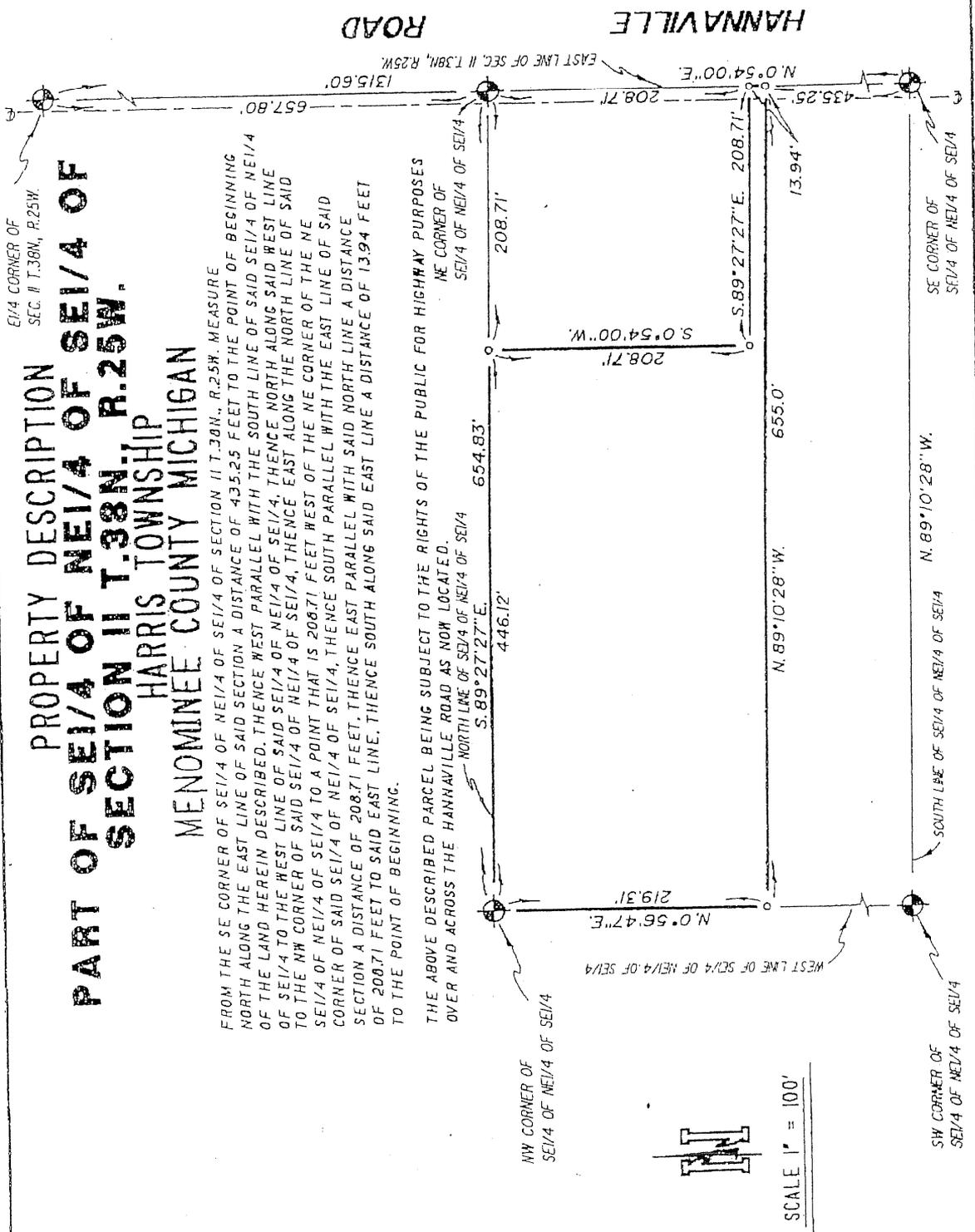
M.P. DAVIS - LAND SURVEYOR NO. 16926

DAVIS SURVEYING-LAND SURVEYORS

807 LUDINGTON STREET
 ESCANABA, MICHIGAN 49829
 PHONE (906) 786 - 1755

LEGEND

- IRON MONUMENT SET
- IRON MONUMENTS FOUND
- CONC. MONUMENTS SET
- CONC. MONUMENTS FOUND
- △ WOOD HUB SET
- (M) MEASURED DISTANCE OR BEARING
- ◆ SECTION CONTROL CORNERS



Hannahville Indian Community Trust Requests

U.S. 2 & 41

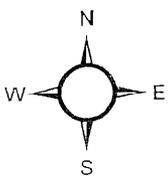
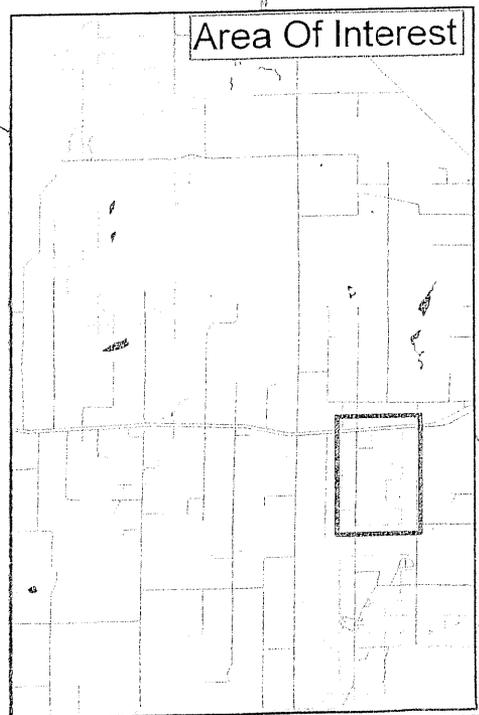
County Line Road

Hannahville Road

Beauchamp property

HIC Trust Lands

	Trust Requests
	County Roads
	Highways
	Rivers
	H.I.C. Trust Lands
1	Madalinski
2	B. Cappaert
3	Beauchamp
4	Basara
5	Fesca



T. 38 N - R 25 W

Grantor	Grantee	Sale Price	Sale Date	Inst. Type	Terms of Sale	Liber & Page	Verified By	Prcnt. Trans.
Property Address		Class: 401-RESIDENTIAL		Zoning:		Building Permit(s)		Date
HANNAHVILLE B-1 RD		SCHOOL: 21090-BARK RIVER-HARRIS						Number
Owner's Name/Address		P.R.E. 0%						Status
HANNAHVILLE INDIAN COMMUNITY		Map Num:						
N14911 HANNAHVILLE B-1 RD		2012 Est TCV 3,000 (Value Overridden)						
WILSON MI 49896		Improved <input checked="" type="checkbox"/> Vacant						
Tax Description		Public Improvements		* Factors *		Rate %Adj. Reason		Value
564-731 HA-11 8/5 401K SEC 11 T38N R25W		Dirt Road		Description		Frontage		Total Est. Land Value =
PRT OF SE 1/4 OF NE 1/4 OF SE 1/4 COM		Gravel Road		0.00 Total Acres		Depth		0
435.25' N OF SE COR; TH W TO W LN TH N TO		Paved Road				Total Acres		
NW COR; TH E 208.71' W OF NE COR; TH S		Storm Sewer						
208.71'; TH E 208.71'; TH S 13.94' TO		Sidewalk						
POB.		Water						
Comments/Influences		Sewer						
		Electric						
		Gas						
		Curb						
		Street Lights						
		Standard Utilities						
		Underground Utils.						
		Topography of Site						
		Level						
		Rolling						
		Low						
		High						
		Landscaped						
		Swamp						
		Wooded						
		Pond						
		Waterfront						
		Ravine						
		Wetland						
		Flood Plain						
		Who		When		What		

Year	Land Value	Building Value	Assessed Value	Board of Review	Tribunal/Other	Taxable Value
2012	1,500	0	1,500			1,500S
2011	1,500	0	1,500			1,532S
2010	2,900	0	2,900			2,891C
2009	2,900	0	2,900			2,900S

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*** Information herein deemed reliable but not guaranteed***

MENOMINEE COUNTY BOARD OF COMMISSIONERS AGENDA ITEM

SUBJECT:	Soil Erosion Permits – fee comparison/proposal
DEPARTMENT:	Building Code
ATTACHMENTS:	Yes
SUMMARY:	
<p>Building Code Inspector would like to propose a fee scale for the soil and erosion permits. He has included a comparison of other county fees and a proposal for Menominee County.</p>	
RECOMMENDED MOTION	
<p>To approve Menominee County’s Soil Erosion Permit fee scale as proposed by the County Building Inspector.</p>	

Submitted by: **Brian Bousley**

 04/04/2012
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):

S.E.S.C. Fee comparison

County	Residential	Non- Residential
Houghton	\$90.00 1st acre (\$20.00 per additional acre)	\$200.00 1st acre (\$40.00 per Additional acre)
Alger	\$125.00 per acre	\$250.00 per acre
Dickinson	\$60.00 1st acre (\$30.00 per additional acre)	\$300.00 1st acre (\$150.00 per additional acre)
Keweenaw	\$50.00 1st acre (\$10.00 per additional acre)	\$100.00 1st acre (\$20.00 per additional acre)
Schoolcraft	\$75.00 1st acre (\$50.00 Per additional acre)	\$150.00 1st acre (\$50.00 per additional acre)
Mackinac	\$200.00 per acre	\$300.00 per acre
Gogebic	\$85.00 per acre	\$125.00 per acre
Iron	\$100.00 per acre	\$200.00 per acre
Delta	\$125.00	\$325.00 1st acre (\$100.00 per additional acre)
Luce	\$100.00	\$50.00 1st acre (\$10.00 per additional acre)
Marquette	\$225.00 peracre (fraction therof min. \$100.00)	\$325.00 per acre (fraction thereof min. \$250.00)
average 11 counties	1st acre \$112.27 (\$97.27 per add. acres)	1st acre \$211.36 (\$135.90 per add. acres)
Menominee	\$50.00 1st acre (\$20.00 per additional acre)	\$500.00 1st acre (\$100.00 per Additional acre)

Proposed

<u>without</u> building permit	\$65.00 1st acre (\$25.00 per additional acre)	\$250.00 1st acre or fraction of not less than \$125.00 (\$100.00 per additional acre)
<u>with</u> building permit	\$50.00 1st acre (\$20.00 per additional acre)	\$200.00 1st acre or fraction of not less than \$100.00 (\$100.00 per additional acre)

Permits expire 1 year after issuance Extentions are 50% of fee per year thereafter

Governmental subdivisions \$100.00

Work started without a permit \$100.00

Fees are refundable if work has not started, less \$50.00 administrative fee

MENOMINEE COUNTY BOARD OF COMMISSIONERS AGENDA ITEM

SUBJECT:	Bids for Video Surveillance System
DEPARTMENT:	Administration
ATTACHMENTS:	Yes
SUMMARY:	
<p>A breakdown of the bidding results is attached. This is for the replacement of the video surveillance system in the county jail and outside of the jail and courthouse buildings (it does not include inside the courthouse).</p>	
RECOMMENDED MOTION	
<p>To approve a bid by _____ in the amount of \$ _____ for the replacement of the video surveillance system in the Jail and exterior of the jail and courthouse buildings. Funds to be disbursed from account # 101-103-998.00 (designated building fund)</p>	

Submitted by: **Brian Bousley**

 04/04/2012
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):

Bids for Video Surveillance System

Consultant Scott Beck Order of Preference – based on compliance with customer requested specifications

(1) Legacy Communications of Marinette/Ram Electric of Marinette

- Panasonic equipment
- Bid = \$109,620

(2) Twin City Electric of Menominee/U.E.S. of Marinette

- Panasonic equipment
- Bid = \$90,669

(3) Data Consultants of Grand Rapids, MI

- ONVIF equipment
- Bid = \$87,407

(4) SimplexGrinnell of Green Bay, WI/Ram Electric of Marinette

- ONVIF & exacqVision equipment
- Bid = \$116,520

(4) Martin Security of Green Bay, WI

- ONVIF & GeoVision equipment
- Bid = \$63,976

Menominee County Building Surveillance System

ME = Meets/Exceeds NO = Does Not Meet
 NA = Not Applicable NP = Not Present
 CBD = Could Not Be Determined

Data Consultants
\$87,407

Legacy Comm.
\$109,620

Martin Security
\$63,976

SimplexGrinnell
\$116,520

Twin Cities / UES
\$90,669

Customer Requested Specifications

Order of Preference	3*	1	4	4*	2
(24) Type A Vandal-Resistant Cameras - Outdoor					
Digital Signal Processing (DSP)	ME	ME	NO	NO	ME
Super Dynamic	NO	ME	NO	NO	ME
1/3" Progressive Scan	ME	ME	ME	NO	ME
.3 lux color	ME	ME	ME	ME	ME
.05 lux b&w	ME	ME	ME	ME	ME
IEC impact test standard	CBD	ME	ME	ME	ME
IP66 weather and dust resistance	NO	ME	ME	ME	ME
NTSC output	ME	ME	ME	ME	ME
Aspect ratio 4:3					
JPEG 1280x960, 640x480, 320x240	CBD	ME	ME	ME	ME
H.264 1280x960, 640x480, 320x240 up to 30fps	CBD	ME	ME	ME	ME
MPEG 640x480, 320x240 up to 30fps	CBD	ME	ME	ME	ME
Aspect ratio 16:9					
JPEG 1280x720, 640x320, 320x180	ME	ME	ME	ME	ME
H.264 1280x720, 640x320, 320x180 up to 30fps	Me	ME	ME	ME	ME
Automatic black & white / color mode	CBD	ME	ME	ME	ME
Automatic back focus	ME	ME	CBD	CBD	ME
Adaptive black stretch	CBD	ME	CBD	CBD	ME
Back light compensation	ME	ME	ME	ME	ME
Digital wide dynamic range	CBD	ME	CBD	ME	ME
Digital noise reduction	CBD	ME	CBD	CBD	ME
Digital aperture correction	CBD	CBD	CBD	CBD	CBD
Digital white detective	CBD	CBD	CBD	CBD	CBD
Face Detection	CBD	ME	CBD	CBD	ME
I/O Terminals	NO	ME	ME	ME	ME
Unicast and Multicast transmission	ME	ME	ME	ME	ME
Two-way Audio	ME	ME	ME	ME	ME
Support recording to SD memory card	NO	ME	ME	ME	ME
Bandwidth limiting	ME	ME	CBD	CBD	ME
Support transfers to FTP	NO	ME	ME	ME	ME
Power over Ethernet	ME	ME	ME	ME	ME
(10) Type B Basic Cameras - Indoor					
Digital Signal Processing (DSP)	ME	ME	NO	NO	ME
Super Dynamic	NO	ME	NO	NO	ME
1/3" Progressive Scan	ME	ME	ME	NO	ME
.3 lux color	ME	ME	NO	ME	NO
.05 lux b&w	ME	ME	NO	ME	NO
IEC impact test standard	CBD	ME	ME	ME	ME
IP66 weather and dust resistance	NO	ME	ME	ME	ME
NTSC output	ME	ME	ME	ME	ME
Aspect ratio 4:3					
JPEG 1280x960, 640x480, 320x240	CBD	ME	ME	ME	ME

Menominee County Building Surveillance System

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Data Consultants
\$87,407

Legacy Comm.
\$109,620

Martin Security
\$63,976

SimplexGrinnell
\$116,520

Twin Cities / UES
\$90,669

Customer Requested Specifications

	<i>Data Consultants</i> \$87,407	<i>Legacy Comm.</i> \$109,620	<i>Martin Security</i> \$63,976	<i>SimplexGrinnell</i> \$116,520	<i>Twin Cities / UES</i> \$90,669
H.264 1280x960, 640x480, 320x240 up to 30fps	CBD	ME	ME	ME	ME
MPEG 640x480, 320x240 up to 30fps	CBD	ME	ME	ME	ME
Aspect ratio 16:9					
JPEG 1280x720, 640x320, 320x180	ME	ME	ME	ME	ME
H.264 1280x720, 640x320, 320x180 up to 30fps	Me	ME	ME	ME	ME
Automatic black & white / color mode	CBD	ME	ME	ME	CBD
Automatic back focus	ME	ME	CBD	CBD	NO
Adaptive black stretch	CBD	ME	CBD	CBD	ME
Back light compensation	ME	ME	ME	ME	CBD
Digital wide dynamic range	CBD	ME	CBD	ME	CBD
Digital noise reduction	CBD	ME	CBD	CBD	ME
Digital aperture correction	CBD	CBD	CBD	CBD	CBD
Digital white detective	CBD	CBD	CBD	CBD	CBD
Face Detection	CBD	ME	CBD	CBD	ME
I/O Terminals	NO	ME	ME	ME	NO
Unicast and Multicast transmission	ME	ME	ME	ME	ME
Two-way Audio	ME	ME	NO	ME	NO
Support recording to SD memory card	NO	ME	ME	ME	ME
Bandwidth limiting	ME	ME	CBD	CBD	ME
Support transfers to FTP	NO	ME	ME	ME	ME
Power over Ethernet	ME	ME	ME	ME	ME
(1) Type C Lobby Camera - Indoor					
360 Panamorph Len	NO	ME	ME	ME	ME
Digital Signal Processing (DSP)	ME	ME	NO	NO	ME
Super Dynamic	NO	ME	NO	NO	ME
1/3" Progressive Scan	ME	ME	ME	ME	ME
1 lux color - 1.3 megapixel	ME	ME	NO	ME	ME
.3 lux color - 3 megapixel	NO	ME	NO	ME	ME
3 Megapixel Mode					
JPEG 2048 x 1536,1280x960, 640x480 up to 30fps	NO	ME	ME	NO	ME
H.264 1280x960, 640x480, 320x240 up to 30fps	NO	ME	ME	ME	ME
MPEG 640x480, 320x240 up to 30fps	NO	ME	ME	ME	ME
1.3 Megapixel Mode					
JPEG 1280x960, 640x480 up to 30fps	CBD	ME	ME	ME	ME
H.264 1280x960, 640x480, 320x240 up to 30fps	CBD	ME	ME	ME	ME
MPEG 640x480, 320x240 up to 30fps	CBD	ME	ME	ME	ME
Automatic black & white / color mode	CBD	CBD	CBD	ME	CBD
Automatic back focus	ME	ME	CBD	CBD	ME
Adaptive black stretch	CBD	ME	CBD	CBD	ME
Back light compensation	ME	ME	CBD	ME	ME
Digital wide dynamic range	CBD	CBD	CBD	CBD	CBD
Digital noise reduction	CBD	ME	CBD	CBD	ME
Digital aperture correction	CBD	CBD	CBD	CBD	CBD

Menominee County Building Surveillance System

ME = Meets/Exceeds NO = Does Not Meet
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Customer Requested Specifications

	Data Consultants \$87,407	Legacy Comm. \$109,620	Martin Security \$63,976	SimplexGrinnell \$116,520	Twin Cities / UES \$90,669
Digital white detective	CBD	CBD	CBD	CBD	CBD
Face Detection	CBD	ME	CBD	CBD	ME
I/O Terminals	NO	ME	ME	NO	ME
Unicast and Multicast transmission	ME	ME	NO	ME	ME
Two-way Audio	ME	ME	ME	NO	ME
Support recording to SD memory card	NO	ME	ME	NO	ME
Bandwidth limiting	ME	ME	CBD	ME	ME
Support transfers to FTP	NO	ME	ME	NO	ME
Power over Ethernet	ME	ME	ME	ME	ME
(1) Type D Exterior NE Corner of Jain Camera - Outdoor					
360 Panamorph Len	NO	ME	ME	ME	ME
Digital Signal Processing (DSP)	ME	ME	NO	NO	ME
Super Dynamic	NO	ME	NO	NO	ME
1/3" Progressive Scan	ME	ME	ME	ME	ME
1 lux color - 1.3 megapixel	ME	ME	NO	ME	ME
.3 lux color - 3 megapixel	NO	ME	NO	ME	ME
3 Megapixel Mode					
JPEG 2048 x 1536,1280x960, 640x480 up to 30fps	NO	ME	ME	NO	ME
H.264 1280x960, 640x480, 320x240 up to 30fps	NO	ME	ME	ME	ME
MPEG 640x480, 320x240 up to 30fps	NO	ME	ME	ME	ME
1.3 Megapixel Mode					
JPEG 1280x960, 640x480 up to 30fps	CBD	ME	ME	ME	ME
H.264 1280x960, 640x480, 320x240 up to 30fps	CBD	ME	ME	ME	ME
MPEG 640x480, 320x240 up to 30fps	CBD	ME	ME	ME	ME
Automatic black & white / color mode	CBD	CBD	CBD	ME	CBD
Automatic back focus	ME	ME	CBD	CBD	ME
Adaptive black stretch	CBD	ME	CBD	CBD	ME
Back light compensation	ME	ME	CBD	ME	ME
Digital wide dynamic range	CBD	CBD	CBD	CBD	CBD
Digital noise reduction	CBD	ME	CBD	CBD	ME
Digital aperture correction	CBD	CBD	CBD	CBD	CBD
Digital white detective	CBD	CBD	CBD	CBD	CBD
Face Detection	CBD	ME	CBD	CBD	ME
I/O Terminals	NO	ME	ME	NO	ME
Unicast and Multicast transmission	ME	ME	NO	ME	ME
Two-way Audio	ME	ME	ME	NO	ME
Support recording to SD memory card	NO	ME	ME	NO	ME
Bandwidth limiting	ME	ME	CBD	ME	ME
Support transfers to FTP	NO	ME	ME	NO	ME
Power over Ethernet	ME	ME	ME	ME	ME
(2) Type E Outdoor PTZ Camera for exterior Court House SE and NW					

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Customer Requested Specifications

	Data Consultants \$87,407	Legacy Comm. \$109,620	Martin Security \$63,976	SimplexGrinnell \$116,520	Twin Cities / UES \$90,669
Digital Signal Processing (DSP)	ME	ME	NO	NO	ME
Super Dynamic	NO	ME	NO	NO	ME
1/3" Progressive Scan	ME	ME	NO	ME	ME
.5 lux color	NO	ME	ME	NO	ME
1.3 Megapixel Mode					
JPEG 1280x960, 640x480 up to 30fps	ME	ME	NO	ME	ME
H.264 1280x960, 640x480, 320x240 up to 30fps	ME	ME	NO	ME	ME
MPEG 640x480, 320x240 up to 30fps	ME	ME	NO	ME	ME
18x Optical Zoom	NO	ME	ME	ME	ME
Gear Drive motor	CBD	CBD	CBD	CBD	CBD
High Speed rotation (300deg per second)	ME	CBD	CBD	CBD	CBD
64 preset positions	ME	ME	CBD	CBD	ME
Capable of Automatic tracking	CBD	ME	ME	ME	ME
Automatic Preset positions	ME	ME	ME	ME	ME
Automatic black & white / color mode	ME	ME	CBD	CBD	ME
Adaptive black stretch	CBD	ME	CBD	CBD	ME
Back light compensation	ME	CBD	ME	ME	CBD
Digital wide dynamic range	CBD	CBD	ME	ME	CBD
Digital noise reduction	CBD	ME	CBD	CBD	ME
Digital aperture correction	CBD	CBD	CBD	CBD	CBD
Digital white detective	CBD	CBD	CBD	CBD	CBD
Face Detection	CBD	ME	CBD	CBD	ME
Unicast and Multicast transmission	ME	ME	ME	ME	ME
Two-way Audio	CBD	ME	NO	NO	ME
Support recording to SD memory card	NO	ME	ME	ME	ME
Bandwidth limiting	ME	ME	CBD	CBD	ME
Support transfers to FTP	ME	ME	ME	ME	ME
24VAC power source	ME	ME	NO	NO	ME
(1) Network Video Recorder with 6 Removable 2TB Hard Drives					
Support up to 64 network cameras	ME	ME	ME	ME	ME
RAID 5	ME	ME	CBD	ME	ME
9 hot pluggable HHD slots	NO	ME	CBD	NO	ME
Embedded Linux Based	ME	ME	NO	ME	ME
Minimum 30 days of storage					
MPEG-4 and JPEG format	ME	ME	ME	ME	ME
Audio recording	CBD	ME	ME	NO	ME
2 Gigabit network interfaces	ME	ME	ME	ME	ME
User authentication levels	ME	ME	ME	ME	ME
(6) Management Software for multi-recorder Multi-site System					Only 4
Support up to 100 recorders	CBD	ME	CBD	ME	ME
Support up to 6400 cameras	CBD	ME	CBD	ME	ME

Menominee County Building Surveillance System

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Customer Requested Specifications

	Data Consultants \$87,407	Legacy Comm. \$109,620	Martin Security \$63,976	SimplexGrinnell \$116,520	Twin Cities / UES \$90,669
Support up to 3 monitor outputs	ME	ME	CBD	ME	ME
Supported video formats M-JPEG and MPEG-4	ME	ME	ME	CBD	ME
400 Camera groups	CBD	ME	CBD	CBD	ME
Camera controls: pan, tilt, zoom, focus, brightness	ME	ME	ME	ME	ME
Recorder Controls: recording stop / play, play, reverse, pause ...	ME	ME	ME	ME	ME
Time & Date, event, and text search functions	ME	ME	ME	ME	ME
Alarm Monitoring	ME	ME	ME	CBD	ME
Support up to 100 maps with up to 64 cameras per map	CBD	ME	CBD	ME	ME
Able to download video	ME	ME	ME	ME	ME
User authentication levels	ME	ME	ME	ME	ME
Logs available in CSV format	CBD	ME	CBD	CBD	ME
(4) Intel Pentium Core i5 Quad Computer Systems					
500GB Sata 600 Hard Drive	CBD	CBD	CBD	CBD	ME
USB Optical Wheel Mouse	CBD	CBD	CBD	CBD	ME
USB Keyboard	CBD	CBD	CBD	CBD	ME
Mouse Mat	CBD	CBD	CBD	CBD	ME
Intel Core i5 3.1GHz Processor	CBD	CBD	CBD	CBD	ME
4GB Memory	CBD	CBD	CBD	CBD	ME
Mid tower case	CBD	CBD	CBD	CBD	ME
DVD-RW Disc Drive	CBD	CBD	CBD	CBD	ME
1GB PCI-E Video Card - 1 VGA and 1 DVI	CBD	CBD	CBD	ME	ME
Windows 7 Pro 64bit	CBD	CBD	CBD	CBD	ME
1 year parts and labor warranty	CBD	CBD	CBD	CBD	ME
(2) Intel Pentium Core i7 Quad Computer Systems					
1TB Sata 600 Hard Drive	CBD	CBD	CBD	CBD	ME
USB Optical Wheel Mouse	CBD	CBD	CBD	CBD	ME
USB Keyboard	CBD	CBD	CBD	CBD	ME
Mouse Mat	CBD	CBD	CBD	CBD	ME
Intel Core i7 3.4GHz Processor	CBD	CBD	CBD	CBD	ME
8GB Memory	CBD	CBD	CBD	CBD	ME
Mid tower case	CBD	CBD	CBD	CBD	ME
DVD-RW Disc Drive	CBD	CBD	CBD	CBD	ME
1GB PCI-E Video Card - 2 DVI	CBD	CBD	CBD	ME	ME
Windows 7 Pro 64bit	CBD	CBD	CBD	CBD	ME
1 year parts and labor warranty	CBD	CBD	CBD	CBD	ME
(2) IOGear 2 Port USB KVM Switch with Cables or equivalent	NP	ME	NP	NP	ME
(5) Toshiba 40E210U Monitors			Only 4		

Menominee County Building Surveillance System

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Customer Requested Specifications	Data Consultants \$87,407	Legacy Comm. \$109,620	Martin Security \$63,976	SimplexGrinnell \$116,520	Twin Cities / UES \$90,669
40" 1080p LCD TV with speakers included	ME	ME	CBD	ME	ME
16:9 1920x1080	ME	ME	CBD	ME	ME
2 HDMI	ME	ME	CBD	ME	ME
USB	ME	ME	CBD	ME	ME
Media Player	ME	ME	CBD	ME	ME
DVI/HDMI/VGA (40e210u does not have DVI)	ME	ME	CBD	ME	ME
HDMI Cables	NP	NP	CBD	ME	ME
(5) Peerless Paramount Universal Flat wall mount PF660, 200lb - black	ME	ME	ME	ME	ME
(1) Cisco Catalyst C3560X-48PF Switch					
POE	ME	ME	ME	ME	ME
Rackmountable	ME	ME	ME	ME	ME
Cisco SMARTNet Extended Service for Catalyst 3560X switch, 8X5, NBD	CBD	ME	CBD	ME	ME
Setup and install					
Workstations with monitors	ME	ME	ME	CBD	ME
KVM	NP	ME	NP	CBD	ME
48-port Switch	ME	ME	ME	CBD	ME
Install cat6 cable/data jacks, terminal on patch panel, and Fluke tested	ME	ME	CBD	CBD	ME
Remove CATV cable from old video surveillance system	ME	ME	ME	CBD	NP
Provide training for the operation of the system	ME	ME	NP	ME	ME

MENOMINEE COUNTY BOARD OF COMMISSIONERS

AGENDA ITEM

SUBJECT:	Airlock Breezeway bids for the Courthouse West Entrance
DEPARTMENT:	Administration
ATTACHMENTS:	Yes
SUMMARY:	
<p>The County received two bids for the Airlock Breezeway for the Courthouse. Commissioners are asked to approve on one of the bids.</p>	
RECOMMENDED MOTION	
<p>To approved a bid from _____ in the amount of \$ _____ to build the Airlock Breezeway for the Courthouse West Entrance. Funds to be disbursed from account # 101-103-970.06 (other legislative, capital outlay)</p>	

Submitted by: **Brian Bousley**

 04/04/2012
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
MENOMINEE, MICHIGAN**

BID RECAPITULATION

ITEM(S): Airlock Breezeway for Courthouse West Entrance

Bids due by: March 16th, 2012

Company Name	Bid	Information
Alfredson Brothers 1610 15 th Street, PO Box 425 Menominee, MI 49858 906-863-5564	\$51,692	<u>Subcontractors:</u> Solander Electric, Inc. (electrical) Tri-City Glass & Door (glass & Glazing) Havelka Construction (Excavation/backfill) Markell Co. of WI (roofing) Architects Grp. Limited (Design/Engineering)
DGR Engineering, LLC Suite C, 54N US Highway 41 Carney, MI 49812 906-639-3122	Option 1: \$36,879 Option 2: \$39,582 Option 3: \$35,535	<u>Subcontractors:</u> Blahnik Construction Solander Electric Valley Mechanical

Bids opened on: March 22, 2012 @ 9:14 AM

In the presence of: Administrator, Brian Bousley
 Veterans Service Officer, Mike Dellisse
 Administrative Assistant, Sherry Smith

Recommended Bid Award to: _____ In the Amount of: _____

MENOMINEE COUNTY BOARD OF COMMISSIONERS AGENDA ITEM

SUBJECT:	Miscellaneous Boards
DEPARTMENT:	Administration
ATTACHMENTS:	Yes
SUMMARY:	
<p>The County advertised for a few expired committee member appointments. Results were: Planning Commission: 1 – Citizen member with county interests or recreational & tourist interests (one citizen applied – Donna Buechler)</p>	
RECOMMENDED MOTION	
<p>To appoint one citizen to the planning commission with County interests OR recreational & tourist interests (from public applications)</p>	

Submitted by: **Brian Bousley**

 04/05/2012
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):

PLANNING COMMISSION		Members	Appointed	Term Expiration
		Citizen-environmental interests (county advertise)	Charlene Peterson - N9650 #21.75 Rd Stephenson, MI 49887 906-753-6666	Initial three year
3 year term (after initial term)		Citizen-Menominee County interests OR recreational & tourist interests (county advertise)	Wayne Erickson - W9668 N532 Rd Canary, MI 49812 906-803-7853 or 7654	Initial two year Initial two year (must Resig. Code resigned) 5/2011
		Citizen- Educational interests/school board (nominations)	ERIK Bergh - 1230 13th St. Menominee, MI bergh@menominee.k12.mi.us 906- 914-8083	June 14, 2011
		Citizen-Agricultural, forestry, land use interests OR Citizen-governmental municipal interests (nominations)	Warren Suchowsky - N9677 Co. Rd. 577, Stephenson, MI 906-753-6666 Ejllian Schultz - W4824 Klemm Rd Powers, MI 49874-909-457-5141	Warren- 4/30/2014 Lillian-4/30/2012
Restructure of Commission following ordinance Adopted 5.25.10 to begin October 2010. Must consist of 7 members. Shall be a qualified elector of Menominee county. Shall not hold any elected office or employment with the local unit of government (unless County board member). Shall meet conditions provided for each individual member of Ordinance.		Citizen-Industrial & economic interests OR Citizen-sanitation, environmental health, housing, & human services interests (nominations)		
		Citizen-transportation & communication interests (nomination)	William Anderson - W4116 US 2 & 41 Powers, MI 49874	Dec. 28, 2010
Board		Menominee County Board member	Jim Pearson	Commission term

PLAN 2520W
COMMISSION

REC.
3/13/12
BKB

**APPLICATION FOR APPOINTMENT
MENOMINEE COUNTY BOARD, COMMITTEE OR COMMISSION**
(Please note only legible applications can be considered)

I, Donna Buechler, hereby submit an application for appointment to
NAME
Planning Commission for 3 from 5/1/2012
NAME OF BOARD OR COMMISSION Number of years Exact dates of Appointment
to 4/30/2015

TO THE MENOMINEE COUNTY BOARD OF COMMISSIONERS:

1. I reside at W2244 Number 29 Rd Daggett 49821
Street City Zip
Menominee and have since 1994
County

Mailing address if different than above: _____

Telephone: 906-753-4146 Cell Phone: 906-424-0688

Email Address: elmcrest@dreamscp.com

2. I am at least 18 years of age: YES NO _____

3. I am currently registered to vote: YES NO _____

4. Employer: Dreamscape Communications Telephone: 906-753-4188

a. Indicate nature of your work: Accounting, customer service, sales, etc.

b. Title: Office manager

5. Educational Level and degrees received: Associate Degree in Applied Science - Marketing/Small Business from Bay de Noc Community College and Certificate from Michigan State University Institute of Agriculture Technology

6. I presently hold the following appointments and elected positions: Clerk-Cedarville Township and Secretary-Stephenson FFA Alumni

7. Previously held appointments and/or elected positions: Chairman-UP Equifest

8. Have you ever been convicted of a felony? If yes, list each, giving date, nature of offense or violation, name and location of court, the penalty imposed, if any, or the disposition of the case. A conviction will not automatically bar you from an appointment.

No

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

No

10. List any family members who are or have been employed by Menominee County or are or have been elected to County offices. Father (Albert Wetthahn) past County Commissioner

11. Is this an application for reappointment? Yes _____ No x

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

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

Comments/clarification (only if necessary)

12. Briefly indicate your qualifications for appointment to this specific board and why you believe your appointment will benefit Menominee County. As a lifelong resident of Menominee County I'd like to see our community thrive! I also have a strong interest in our local tourism as we operate an agri-tourism business on our farm.

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

Donna Buechler
Signature

Donna Buechler
Name (Print or Type)

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

- Resume
- Letter of Reference
- Letter of Intent

MENOMINEE COUNTY BOARD OF COMMISSIONERS AGENDA ITEM

SUBJECT:	Miscellaneous Boards
DEPARTMENT:	Administration
ATTACHMENTS:	Yes
SUMMARY:	
<p>The County advertised for a few expired committee member appointments. Results were: 1 – Citizen with gov. municipal interests, OR one citizen with industrial & economic interests OR one citizen with sanitation, enviro. Health, housing & human services interests (Two Citizens were nominated – Lillian Schultz, from MTA & Nancy Douglas, from Men. Bus. Dev. Corp.)</p>	
RECOMMENDED MOTION	
<p>To appoint One citizen with municipal interests OR one citizen with industrial & economic interests OR one citizen with sanitation, enviro. Health, housing & human services interests (from nominations received).</p>	

Submitted by: **Brian Bousley**

 04/05/2012
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):

Sherry Smith

From: Brian Bousley
Sent: Thursday, March 22, 2012 4:45 PM
To: Sherry Smith
Subject: FW: Nominations for Menominee County Planning Commission

From: MSnyder@PHDM.ORG [mailto:MSnyder@PHDM.ORG]
Sent: Thursday, March 22, 2012 10:57 AM
To: Brian Bousley
Subject: Nominations for Menominee County Planning Commission

Brian,

I want you to know that I have received your letter requesting nominations for the Menominee County Planning Commission. Currently we have only one employee which meets the qualifications listed and that individual is not interested in being on the Commission at this time. Therefore, I will not be able to make any nominations from Public Health Delta & Menominee Counties this year.

Please let me know if you have any questions. Thank you.

Mike Snyder
Health Officer/Administrator

CONFIDENTIALITY NOTICE: This e-mail, including attachments, is intended for the exclusive use of the addressee and may contain proprietary, confidential or privileged information. If you are not the intended recipient, any dissemination, use, distribution or copying is strictly prohibited. If you have received this e-mail in error, please notify me via e-mail and permanently delete the original and any attachments and destroy all copies. Thank you.

3/23/2012

TO: Brian Bousley, County Administrator

FROM: Bob Desjarlais, President of MTA

RE: Appointment to MC Planning Commission for MTA

Date: March 31, 2012

This letter is to confirm that Lillian Schultz has been selected to be re-appointed to the Menominee County Planning Commission at our last meeting.

She has agreed to accept our endorsement and looks forward to continuing to serve on the county planning commission especially since they are in the process of re-writing the comprehensive Master Plan for Menominee County.

Thank you.

RECEIVED

3/14/12

Menominee County Administrator

March 5, 2012

Menominee County Board of Commissioners
Brian Bousley, County Administrator
Menominee County Courthouse
839 10th Avenue
Menominee, MI 49858-3000

RE: Re-nomination of a 3-year term to the Menominee County Planning
Commission

Dear Mr. Bousley and Menominee County Commissioners,

I am requesting consideration to be reappointed to the Menominee County Planning Commission for a 3-year term. Please see my attached application for appointment to this committee.

Presently, I am the Vice Chair for the MTA, Local Chapter in Menominee County, President of the Powers-Spalding Water Authority, I sit on the CUPPAD Executive Board and I am also the Spalding Township Supervisor. I was instrumental in obtaining funds from the MEDC (Michigan Economic Development Corporation) to establish funds for businesses to hire low to moderate income people. (Jobs) This fund, known as RLF's has been in existence for over 25 years and, I must say, has been quite successful for employment. Spalding Township has one of the top repayment rates from businesses in the state of Michigan for this time period.

If you have any questions, please contact me at 906-497-5141. Thank you for your consideration.

Respectfully,



Lillian Schultz

APPLICATION FOR APPOINTMENT
MENOMINEE COUNTY BOARD, COMMITTEE OR COMMISSION
(Please note only legible applications can be considered)

I, Lillian Schultz, hereby submit an application for appointment to
NAME

Men. Co. Planning Com. for 3 yr. term from 4/30/12 - 4-30-15
NAME OF BOARD OR COMMISSION Number of years Exact dates of Appointment

to 4-30-15

TO THE MENOMINEE COUNTY BOARD OF COMMISSIONERS:

1. I reside at _____
Street City Powers, Mi Zip 49874
Menominee and have since 1960
County

Mailing address if different than above: _____

Telephone: 906-497-5141 Cell Phone: N/A

Email Address: N/A

2. I am at least 18 years of age: YES NO _____

3. I am currently registered to vote: YES NO _____

4. Employer: Self Employed Telephone: 906-497-514
Spalding Twp. Supervisor - This is my 16th year
a. Indicate nature of your work: Farming, Real Estate, Construction, Etc.
Green Houses, Restaurant.
b. Title: Owner/operator

5. Educational Level and degrees received:
College

6. I presently hold the following appointments and elected positions: vice chair of MTA-local Chapter
Cappad-Excutive Board, Powers Spalding Water Authority-President
Spalding Twp Supervisor - MEDC-RLF's, held by Spalding Twp. - Business loans for
Putting people to work.

7. Previously held appointments and/or elected positions:
Menominee Co. Parks Com., Menominee Co. Land-Fill Com., - Men Co. Planning
Commission previously.

8. Have you ever been convicted of a felony? If yes, list each, giving date, nature of offense or violation, name and location of court, the penalty imposed, if any, or the disposition of the case. A conviction will not automatically bar you from an appointment.

No

~~_____~~
~~_____~~
~~_____~~

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

~~_____~~
~~_____~~
~~_____~~

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

N/A - none

11. Is this an application for reappointment? Yes No

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

Please indicate your attendance record for the term(s) served ALL Attended! ?
No. of meetings attended No. of meetings held

Comments/clarification (only if necessary)

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

I am Presently Chair of Menominee County Planning Com, we are Rewriting the Comprehensive Plan for the County.

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

Lillian Schulte
Signature
Lillian Schulte
Name (Print or Type)

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

- Resume
- Letter of Reference
- Letter of Intent

Menominee Business Development Corporation

2511 10th Street, Menominee, MI 49858

Phone (906) 864-2201; (906) 863-2679



NANCY DOUGLAS

April 1, 2012

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

Dear Mr. Bousley:

At our board of directors meeting on March 13, 2012, the Menominee Business Development Corporation unanimously agreed to nominate our director, Nancy Douglas to fill an opening on the Menominee County Planning Commission.

Our organization's purpose is to promote business, commerce, and industry in Menominee County and as our director, Nancy, brings of wealth of experience and knowledge to that effort. We believe she will be a valuable asset to the Planning Commission.

Sincerely,

A handwritten signature in cursive script that reads "Charles Cappaert". The signature is written in black ink and is positioned above the printed name.

Charles Cappaert, Chairman
Board of Directors

APPLICATION FOR APPOINTMENT
MENOMINEE COUNTY BOARD, COMMITTEE OR COMMISSION

(Please note only legible applications can be considered)

I, Wancy Douglas, hereby submit an application for appointment to
NAME
Menominee Co. Planning Commission for 3 years from 5/1/12
NAME OF BOARD OR COMMISSION Number of years Exact dates of Appointment
to 4/30/2015

TO THE MENOMINEE COUNTY BOARD OF COMMISSIONERS:

1. I reside at _____ Menominee Twp 49858
Street City Zip
Menominee and have since 1988
County

Mailing address if different than above: _____

Telephone: (906) 864-2201 Cell Phone: (715) 923-2261

Email Address: wdouglas2@new.fr.com

2. I am at least 18 years of age: YES NO _____

3. I am currently registered to vote: YES NO _____

4. Employer: Menominee Business Dev. Corp. Telephone: above

a. Indicate nature of your work: economic development

b. Title: Director

5. Educational Level and degrees received:

2 yrs college, extensive courses state of Michigan. economic development, grants management
Graduate U.S. Chamber Institute for Organization Management

6. I presently hold the following appointments and elected positions: None

7. Previously held appointments and/or elected positions:

see attached

8. Have you ever been convicted of a felony? If yes, list each, giving date, nature of offense or violation, name and location of court, the penalty imposed, if any, or the disposition of the case. A conviction will not automatically bar you from an appointment.

No

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

No

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

None

11. Is this an application for reappointment? Yes _____ No X

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

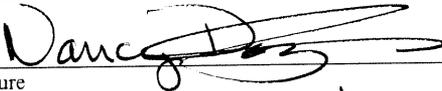
Please indicate your attendance record for the term(s) served _____ / _____
No. of meetings attended No. of meetings held

Comments/clarification (only if necessary)

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

see attached

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



Signature

Nancy Douglas

Name (Print or Type)

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

- Resume
- Letter of Reference
- Letter of Intent

Nancy A. Douglas
W7746 Fernwood Drive
Menominee, MI 49858
(906) 864-2201

Resume of work experience

2009 – Present Douglas Consulting LLC,

- Consult on economic development issues and opportunities and government relations for city and county of Menominee and private sector clients

2000 – 2009 *Executive Director, Bay Area Medical Center Foundation*

Primary activities

- Established a new 501 C 3 charitable foundation to support the hospital's strategic plan
- Recruited a board of directors for the foundation which reflected community and business leadership
- Developed by-laws, organization structure, policies and procedures which would foster organizational success
- Developed program of work strategies to support foundation mission

1976 – 2000 *President, Menominee Area Chamber of Commerce; Director City, County Chamber Economic Development Partnership*

Responsible for all phases of economic and community development program for community and 250-member chamber.

Primary activities

- Developed long and short term programs of work for volunteer organization
- Responsible for meeting contract terms for economic development service to City and County of Menominee
- Staff/Chair of City/County special events, i.e. Waterfront Festival, Concerts in the Park, and Art for All
- Established and carried out fundraising and dues programs to support program of work and special projects
- Motivated volunteer committees with program objectives
- Managed office and accounting functions for organizations, including all personnel functions
- Directed yearly budgeting and planning process by Executive Committee and Board of Directors
- Liaison between private sector and governmental units, including City and County
- Consulted with businesses interested in locating or expanding in Menominee
- Represented Chamber at local, regional and state-wide conferences and meetings

Major accomplishments

- Recognized as project team member and for economic development liaison work by City and State for Great Lakes Pulp & Fibre, a new de-inking pulp mill in Menominee (100+ jobs)-a \$230 million investment
- Led Menominee Chamber through US Chamber of Commerce Accreditation process receiving accreditation in 1983 and reaccreditation in 1989 and 1998 (one of only 20 in Michigan)
- Raised over \$3 million to support Bay Area Medical Center's Cancer Care Center and Emergency Dept.

Education background

- 1976 – Present Various seminars, workshops and courses in economic development, government relations and chamber management
- 1977 – 1982 Graduate, US Chamber of Commerce Institute for Organizational Management at Notre Dame University
- 1968 – 1969 Framington State Teachers College, Massachusetts, Courses in Early Childhood Education

Additional background

Chamber activities

- Board of Directors, Michigan Chamber of Commerce Executives, President 1986
- Corporate Secretary, Menominee Industrial Development Corporation (SBA 502 Corporation)
- Chairperson, Citizens Advisory Committee, Menominee River Remedial Action Plan
- Chairperson Statewide Public Advisory Council on Areas of Concern in the Great Lakes

Economic/Community Development Activities

- Past Executive Committee member and Chairperson, Central Upper Peninsula Planning and Development Commission (CUPPAD)
- Member, Board of Directors, State of Michigan SBA Certified Development Company
- Member, KI Sawyer Base Conversion Authority, appointed by Governor Engler 1994-1996
- Member, Department of Commerce Licensing & Regulation Board for Personnel Agencies, appointed by Governor John Engler, 1994-1996
- Commissioner, Michigan Department of Natural Resources, appointed by Governor Engler, 1996-2001

Awards and Recognitions

- 1983 Menominee Chamber of Commerce "Person of the Year"
- 1988 Northern Michigan University President's Award for Distinguished Citizenship
- 1995 Michigan House Concurrent resolution #69 Honoring 20 years of Chamber Service
- 1995 Menominee County Board of Commissioners Special Recognition – Development of Great Lakes Pulp & Fibre
- 2000 City of Menominee Community Service Award
- 2001 Certificate of Commendation – Governor John Engler
- 2009 City of Menominee Community Service Award

MENOMINEE COUNTY BOARD OF COMMISSIONERS AGENDA ITEM

SUBJECT:	Miscellaneous Boards
DEPARTMENT:	Administration
ATTACHMENTS:	Yes
SUMMARY:	
<p>The County advertised for a few expired committee member appointments. Results were:</p> <p>U.P. State Fair Board – 1 Citizen member (one citizen applied – Janis Linderoth)</p>	
RECOMMENDED MOTION	
<p>To appoint one citizen to the U.P. State Fair Board</p>	

Submitted by: **Brian Bousley**

 04/05/2012
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):

RECEIVED

3/7/12

Menominee County Authority

March 5, 2012

Menominee County Board of Commissioners
839 10th Avenue
Menominee, MI 49858

Dear Commissioners:

Thank you for the opportunity to serve Menominee County as its representative to the U.P. State Fair Authority Governing Board. It has been my privilege to be a part of the team that's helping to shape the future of the Michigan's only State Fair which serves more than 425 Menominee County residents who exhibit at the fair, as well as numerous county-based vendors and sponsors .

While the Authority has accomplished much in its short existence, there's more work to do and goals to reach. Therefore, I am asking for the option to continue what we've begun and request your support to serve a second term on the U.P. State Fair Authority's Governing Board.

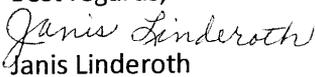
If you are unaware, I currently serve on the Authority's Executive Board, working with the management team and staff to develop and update Fair policies and procedures.

In addition, I am proud to report that since its existence, the Fair Authority has reversed the Fair's previous negative revenue position, and even without state support, the Fair has exceeded budget projections since the reorganization in 2009. A number of capital improvements are underway, the most significant being the construction of a permanent "Miracle of Life" Educational Pavilion.

Just as a reminder, here are a few more of my qualifications to continue in this position on the Fair Authority:

- I have served as the advisor the U.P. Jr. Market Livestock Board and youth exhibitors for more than 20 years. These activities mean I have been responsible for organizing the Jr. Market Livestock Sale held at the end of each U.P. State Fair event. As such, I have been involved in event promotion and advertising, as well as interacting with past buyers, coordinating buyer recognition actions, communicating with livestock leaders and working with auction personnel.
- I have exhibited at, and been involved in, both County and U.P. State Fair events as a youth, adult, parent and 4-H leader. Projects ranged from livestock to crops to home economics activities.
- I am serving a third term on the USDA Farm Service Agency Committee for Menominee County.
- My husband and I currently own and operate a family dairy operation near Daggett, Mich., in which I am actively involved.

Again, thank you for the opportunity to serve as Menominee County's representative to the U.P. State Fair Authority. I look forward to even greater accomplishments during a second term.

Best regards,

Janis Linderoth
N9308 Linderoth Road
Daggett, MI 49821
906.753.4504

APPLICATION FOR APPOINTMENT
MENOMINEE COUNTY BOARD, COMMITTEE OR COMMISSION

(Please note only legible applications can be considered)

RECEIVED

3/7/12

Menominee County Administrator

I, Janis Linderoth, hereby submit an application for appointment to
NAME

U.P. State Fair Board for 3 years from 8/1/2012 -
NAME OF BOARD OR COMMISSION Number of years Exact dates of Appointment

to 1/31/2015

TO THE MENOMINEE COUNTY BOARD OF COMMISSIONERS:

1. I reside at N 9308 Linderoth Rd. Daggett Mi 49821
Street City Zip

Menominee and have since August 1963
County

Mailing address if different than above: _____

Telephone: 906.753.4504 Cell Phone: _____

Email Address: janislinderoth@yahoo.com

2. I am at least 18 years of age: YES NO _____

3. I am currently registered to vote: YES NO _____

4. Employer: SAPS - Retired Telephone: _____

a. Indicate nature of your work: Educator

b. Title: _____

5. Educational Level and degrees received:

Bachelors and Masters Degree

6. I presently hold the following appointments and elected positions:

U.P. State Fair Board

USDA Farm Service Agency Committee

7. Previously held appointments and/or elected positions:

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

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

NO

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

11. Is this an application for reappointment? Yes No

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

Please indicate your attendance record for the term(s) served All / 8-10 per year
No. of meetings attended No. of meetings held

Comments/clarification (only if necessary)

As a member of the Executive Board we meet more often than the entire Fair Authority Board

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

I am currently a member of the Authority's Executive Board and have been involved in the U.P. State Fair since its reorganization in 2005. My previous involvement as an exhibitor, adult parent and 4-H leader has given me inside knowledge of the workings of fairs. I would be repeat representing Menominee County exhibitors in all project entries as well as vendors and sponsors.

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

Signature

Janis Linderoth

Name (Print or Type)

Janis Linderoth

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

- Resume
- Letter of Reference
- Letter of Intent

MENOMINEE COUNTY BOARD OF COMMISSIONERS AGENDA ITEM

SUBJECT:	Miscellaneous Bills
DEPARTMENT:	Administration
ATTACHMENTS:	Yes
SUMMARY:	
Board to review recently submitted Miscellaneous Bills as paid on March 9, 15 & 21, 2012 in the amount of \$87,713.03	
RECOMMENDED MOTION	
To approve Miscellaneous Bills as paid on March 9, 15 & 21, 2012 in the amount of \$87,713.03	

Submitted by: **Brian Bousley**

 04/04/2012
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

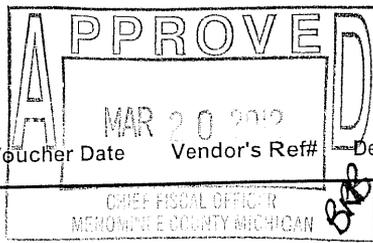
516 DTRF-Delinquent Tax Revolving Fund
517 DTRF-PA 123 Foreclosure

**MENOMINEE COUNTY
Claims Audit Report**

Vendor Name	Vcher#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General								\$15,419.50
Blue Cross Blue Shield of MI								
	23086	3/7/2012	March 2012	Insurance Premium	271-790-712.00	2,731.35		
	23086	3/7/2012	March 2012	Insurance Premium	101-103-712.00	5,511.46		
	23086	3/7/2012	March 2012	Insurance Premium	266-326-712.00	1,333.15		
	23086	3/7/2012	March 2012	Insurance Premium	266-325-712.00	3,132.36		
	23086	3/7/2012	March 2012	Brian Neumeier	701-000-231.00	497.40		
	23086	3/7/2012	March 2012	Insurance Premium	704-000-232.00	2,213.78		
Total Amount for Bank Account: General								\$15,419.50

COPY

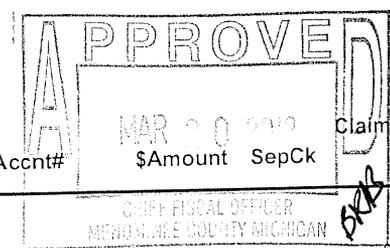
A P P R O V E D
MAR - 9 2012
 CHIEF FISCAL OFFICER
 MENOMINEE COUNTY MICHIGAN



MENOMINEE COUNTY
Claims Audit Report

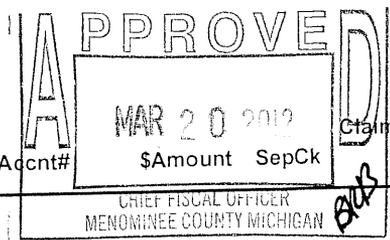
Vendor Name Vcher#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General							\$106.92
Ace Hardware							
23105	2/1/2012	204011/2	Great Stuff Big Gap	101-265-755.00	5.98		
23106	2/7/2012	204056/2	Lever Flush	101-265-755.00	8.98		
23107	2/13/2012	204084/2	Comm Switch	101-265-755.00	8.49		
23108	2/23/2012	204148/2	Entry Juno & Keys	101-265-755.00	44.99		
23109	2/23/2012	204151/2	Entry Knob	101-265-755.00	20.49		
23110	2/27/2012	204167/2	Keys	101-265-755.00	10.50		
23111	2/29/2012	204181/2	Lube Wire	101-265-755.00	7.49		
							\$20.83
AIRGAS NORTH CENTRAL							
23250	3/8/2012	105441854	Oxygen	205-315-755.00	20.83		
							\$425.24
ALGER-DELTA COOPERATIVE ASSOCI							
23093	2/29/2012	1503500	Shakey Lakes Park - Electrical	208-751-920.01	27.48		
23094	2/29/2012	367100	Shakey Lakes Park - Electrical	208-751-920.01	27.48		
23095	2/29/2012	367200	Shakey Lakes Park - Electrical	208-751-920.01	33.36		
23096	2/29/2012	369802	Shakey Lakes Park - Electrical	208-751-920.01	33.65		
23097	2/29/2012	370500	Shakey Lakes Park - Electrical	208-751-920.01	148.96		
23098	2/29/2012	379700	Shakey Lakes Park - Electrical	208-751-920.01	36.74		
23099	2/29/2012	380300	Shakey Lakes Park - Electrical	208-751-920.01	27.63		
23100	2/29/2012	383001	Shakey Lakes Park - Electrical	208-751-920.01	34.98		
23101	2/29/2012	383200	Shakey Lakes Park - Electrical	208-751-920.01	27.48		
23102	2/29/2012	383301	Shakey Lakes Park - Electrical	208-751-920.01	27.48		
							\$432.48
ANGELIS MENOMINEE INC							
23227	2/4/2012	0024572-IN	Inmate Groceries	101-301-770.00	76.94		
23228	2/9/2012	0173700-IN	Inmate Groceries	101-301-770.00	71.96		
23229	2/15/2012	2462110-IN	Inmate Groceries	101-301-770.00	137.88		
23230	2/23/2012	1014211-IN	Inmate Groceries	101-301-770.00	140.54		
23231	2/24/2012	0016572-IN	Inmate Groceries	101-301-770.00	5.16		
							\$979.05
AT&T - Carol Stream, IL							
23158	3/1/2012	906753458203	March 1 - March 31, 2012	101-103-850.00	25.75		
23159	3/1/2012	906753220903	March 1 - March 31, 2012	101-103-850.00	254.39		
23160	3/1/2012	906R41083903	March 1 - March 31, 2012	101-103-850.00	698.91		
							\$430.08
BELSON CO.							
23240	3/5/2012	958821	Washer & Dryer Maintenance	101-301-770.00	430.08		
							\$50.00
Benson Law, P.C.							
23208	3/1/2012	06-11893-DM	Court Appointed Legal - Wickstrom	101-132-807.00	50.00		
							\$57.35
Bob Barker Company, Inc.							
23226	2/24/2012	WEB000207360	Inmate Supplies	101-301-770.00	57.35		
							\$551.84
BP							
23115	3/1/2012	33445503	Gasoline Sales - February 2012	249-371-742.00	81.59		
23220	3/5/2012	33522891	Sheriff Dept - Gasoline Charges	101-301-742.00	470.25	x	
							\$76.59
Brunelle, Jennifer							
23148	3/5/2012	Reimbursement	Mileage - 1/25/12 to 2/28/12	296-664-860.00	76.59		
							\$94.99
Carquest Auto Parts							
23156	3/8/2012	2825-203098	Auto Battery	101-265-981.00	94.99		
							\$281.03
Cellcom Wisconsin RSA 04							
23245	2/27/2012	736821	Cellular Services	101-301-850.00	281.03		

**MENOMINEE COUNTY
Claims Audit Report**



Vendor Name	Vcher#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General								\$270.45
City of Stephenson - P.O. Box 467								
23118		2/20/2012	709	Annex - Utilites for February 2012	101-261-920.01	16.00		
23118		2/20/2012	709	Annex - Utilites for February 2012	101-261-920.02	30.00		
23118		2/20/2012	709	Annex - Utilites for February 2012	101-261-920.03	224.45		
								\$643.87
CLOVERLAND PAPER CO								
23128		3/2/2012	97888	Ice Melt (x16)	101-265-930.00	227.20		
23225		2/24/2012	97909	Gloves, Lysol, Towels	101-301-770.00	226.39		
23259		3/9/2012	98031	Towels, Tissue, Damp Mop Cleaner	101-265-755.01	190.28		
								\$561.26
COHL STOKER & TOSKEY P C								
23104		3/2/2012	41964	Legal Services - FOIA Research	101-211-807.00	561.26		
								\$173.00
Cooper Office Equipment								
23150		3/6/2012	86363	Staples - Copy Room (1st Floor)	101-172-931.00	53.00		
23252		3/5/2012	86328	Contract Base Charge for 3/10 - 6/9/12	101-131-931.00	120.00		
								\$157.03
Country Mile Document Destruct								
23260		3/12/2012	12673	Shredding of Documents 3/8/12	101-265-801.00	157.03		
								\$42.55
CVS Pharmacy Inc.								
23243		2/7/2012	6005 4320 4404 9416	Inmate Medications	101-301-770.01	42.55		
								\$169.00
CVSFlags.Com								
23157		3/8/2012	100855928	Flag, Pole & Stand, Cord & Tassell, Gol	101-101-727.00	169.00		
								\$2,250.00
Delta-Menominee County DHS								
23205		2/21/2012	Appropriation	1st Quarter - FY 2012	101-601-837.00	2,250.00		
								\$125.00
DMinteractive								
23135		2/29/2012	3664	Web Production Services (Add Maps In	101-103-851.00	125.00		
								\$164.63
DTE Energy								
23119		2/27/2012	462245200011	Annex - February 2012	101-261-920.04	164.63		
								\$1,643.59
EAGLEHERALD PUBLISHING, LLC								
23112		2/29/2012	1445	PO# 02615 Election Notices	101-262-727.00	1,137.68		
23124		2/29/2012	1406	Advertising - February 2012	101-101-901.00	440.09		
23125		2/29/2012	1408	Advertising Board of Commissioners - F	101-101-901.00	65.82		
								\$3,848.45
Election Systems & Software								
23120		2/28/2012	798571	Support for 7/1/11 - 6/30/12	101-262-727.00	186.00		
23130		2/28/2012	798506	PO# 02614 Election Programming - Aut	101-262-727.00	1,183.80		
23136		2/28/2012	798505	PO# 02613 - Election Programming 2/1	101-262-727.00	2,478.65		
								\$256.00
Employee Benefits Agency, Inc.								
23090		3/1/2012	2725	ABS Monthly Admin Fee - March 2012	101-103-712.02	256.00		
								\$31.47
Friends Ofc Prod Whse Direct								
23134		3/6/2012	016072	Cartridge Toners - Building & Grounds	101-265-755.00	31.47		
								\$323.80
Geoffrey C. Lawrence								
23207		3/8/2012	2012-029-MI	Court Appointed Legal - LaFave	101-148-807.00	323.80		
								\$610.05
Good Source								
23237		2/27/2012	S10276265	Inmate Groceries	101-301-770.00	455.01		
23238		2/27/2012	S10276401	Inmate Groceries	101-301-770.00	155.04		
								\$52.32
GREAT AMERICAN DISPOSAL CO THE								
23143		3/1/2012	23101198	Annex - Garbage Removal	101-261-930.04	52.32		

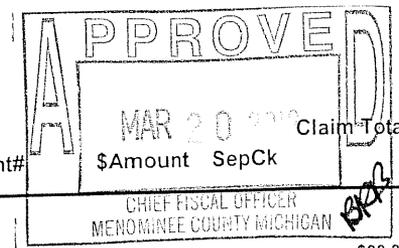
MENOMINEE COUNTY
Claims Audit Report



Claim Total

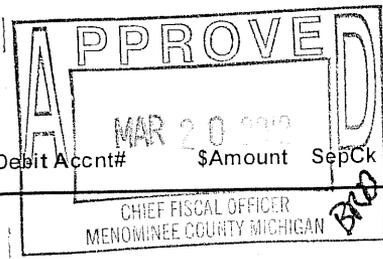
Vendor Name Vcher#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General							\$175.00
Gregory, Raymond G. 23144	3/7/2012	2011-26-MI	Court Appointed Legal - Ingram	101-148-807.00	85.00		
23255	3/14/2012	2012-030-MI	Court Appointed Legal - Charginghawk	101-148-807.00	90.00		
							\$319.92
Hasler 23154	3/2/2012	15323465	Rate & Structure Insurance	101-253-729.01	319.92		
							\$739.43
HOTFLAME GAS COMPANY 23161	3/6/2012	007460	Maintenance Building at Shakey Lakes	101-265-920.04	739.43		
							\$26.64
Ivens, Ruby E. 23164	3/5/2012	Reimbursement	Mileage - Parks Committee	208-751-860.00	26.64		
							\$542.00
J S ELECTRONICS, INC. 23091	3/1/2012	17013	Tower Lease - March 2012	266-326-942.00	425.00		
23116	3/1/2012	17016	Numeric Paging Service	101-267-850.00	27.00		
23219	3/1/2012	17014	Voice Paging	101-301-727.00	90.00		
							\$1,665.00
Joel Hensley, RN 23117	3/11/2012	Blood Draws	Blake (3/2/12) Tourangeau (3/4/12) Lar	101-267-801.01	300.00		
23244	3/11/2012	Nursing Services	March 1 - March 15, 2012	101-301-770.01	1,365.00		
							\$222.40
Kakuk, Tammany 23132	3/1/2012	4749	Foster Care	292-662-843.02	222.40		
							\$59.23
Kleiman, Marc 23155	3/9/2012	Reimbursment	Gasoline & Lunch - Mtg in Marquette	101-215-860.00	55.00		
23253	3/14/2012	Reimbursement	Batteries for Digital Recorder	101-215-727.00	4.23		
							\$237.21
Kulwich, Gerald 23147	3/6/2012	Reimbursement	Mileage - February 2012	296-665-860.00	237.21		
							\$5,884.35
LENCA SURVEYING 23131	3/3/2012	12024	Remon Project Year 2012 - Feb 27 - Ma	243-246-801.07	3,285.75		
23258	3/10/2012	12027	Remon Project Yr 2012 (3/5 - 3/11/12)	243-246-801.07	2,598.60		
							\$656.48
Linsmeier Implement, Inc. 23126	2/13/2012	49233	Parks Supplies	208-751-930.02	2.90		
23127	2/28/2012	49278	Parks Supplies	208-751-930.02	90.13		
23261	2/29/2012	49257	PO# 02618 Fuel & Power Steering Line	208-751-930.02	563.45		
							\$84.00
Lou's Gloves, Inc. 23256	2/28/2012	629	Gloves - Inmate Medical Supplies	101-301-770.01	84.00		
							\$100.00
Lufts Advertiser 23224	3/1/2012	Booklets	Special Victims Unit Booklets (x25)	101-301-755.00	100.00		
							\$95.00
Lyn Haynes 23251	3/13/2012	2012-013881-DP	Service of Process Fees Zimmerman/SI	101-267-804.00	95.00		
							\$400.00
M & M Trucking, Inc. 23139	3/1/2012	6695	Snow Removal - February 2012	101-265-930.00	400.00		
							\$1,062.00
Manpower 23153	3/4/2012	23713319	Week Ending 3/4/12 - Regina Mistark	101-141-704.00	472.00		
23262	3/11/2012	23747107	Week Ending 3/11/12 - Regina Mistark	101-141-704.00	590.00		
							\$55.95
Marinette Farm & Garden 23246	3/3/2012	190421	K9 Supplies	101-301-881.01	55.95		
							\$77.69
Meintz, Charlie 23123	3/3/2012	Reimbursement	February 2012 Mileage	101-101-860.04	77.69		

MENOMINEE COUNTY
Claims Audit Report



Vendor Name Vcher#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General							\$38.36
Menards - Marinette 23133	3/2/2012	14701	Holesaw, Staple, Instant Water Stop	101-265-755.00	38.36		\$658.50
MENOMINEE COUNTY JOURNAL 23129	3/1/2012	123	PO# 02612 Election Notice	101-262-727.00	658.50		\$221.53
MENOMINEE COUNTY ROAD COMMISSI 23152	3/7/2012	10571	Shakey Lakes Boat Landing	208-751-930.04	144.95		\$128.00
23249	3/7/2012	10572	Power to Radio's - February 2012	205-315-755.00	76.58		
MENOMINEE MEDICAL CLINIC 23241	2/28/2012	2/28/12	Inmate Medical - J. Sorensen	101-301-770.01	128.00		\$2,784.48
MICHIGAN ELECTION RESOURCES 23113	3/5/2012	28278	PO# 02617 Precinct Supply Kit M100	101-262-727.00	1,238.96		\$173.88
23114	3/5/2012	28277	PO# 02616 A.V. Supply Kits	101-262-727.00	1,545.52		
Michigan Works! 23142	3/6/2012	Reimbursement	Lang & Furlong - 1/5/12 Meetings	101-101-860.02	86.94		\$53.50
23142	3/6/2012	Reimbursement	Lang & Furlong - 1/5/12 Meetings	101-101-860.01	86.94		
MID-COUNTY SMALL ENGINES, LLC 23140	1/3/2012	715	Park Supplies	208-751-930.02	33.00		\$4,000.00
23141	1/10/2012	716	Park Supplies	208-751-930.02	20.50		
MJB Industries, Inc. 23214	2/28/2012	791	Mobilize Machinery & Misc Items - Ston	220-691-953.05	4,000.00		\$255.00
MOORE MEDICAL CORP 23242	2/29/2012	97155062 RI	Inmate Medical Supplies	101-301-770.01	255.00		\$103.03
MR TIRE 23138	2/24/2012	441953	Tubes & Installation	208-751-930.02	103.03		\$73.56
Pan-O-Gold Baking Co. 23235	2/28/2012	00040683205904	Inmate Groceries	101-301-770.00	35.80		\$15.02
23236	2/21/2012	00040683205204	Inmate Groceries	101-301-770.00	37.76		
Pinecrest Medical Center 23247	3/1/2012	February 2012	Telephone Charges	205-315-727.00	15.02		\$75.00
PrintersPlus! 23217	2/29/2012	11342	Receipt Books - Sheriff's Dept.	101-301-727.00	75.00		\$201.30
Quill Corporation 23218	2/29/2012	1493316	Office Supplies - Sheriff's Dept	101-301-727.00	201.30		\$1,058.85
Reinhart Foodservice 23232	3/8/2012	110297	Inmate Groceries	101-301-770.00	195.26		\$337.95
23233	3/8/2012	110360	Inmate Groceries	101-301-770.00	199.17		
23234	3/8/2012	109856	Inmate Groceries	101-301-770.00	664.42		
Sage Abra 23087	2/24/2012	70001273353	Payroll Checks & Direct Deposit Slips	101-172-727.01	337.95		\$44.00
Salfai, Sharon 23209	3/12/2012	11-096-DL-3	Transcript - Preliminary Hearing 2/13/12	101-132-806.00	44.00		\$3,480.00
Sault Tribe Youth Facility 23145	3/7/2012	4759	Out of Home Placement Costs (A.L.N.)	292-662-843.05	3,480.00		\$19.42
Sherry Smith 23137	3/5/2012	Reimbursement	Mileage - Gourley Township Mtg	101-172-860.00	19.42		

MENOMINEE COUNTY
Claims Audit Report



Claim Total

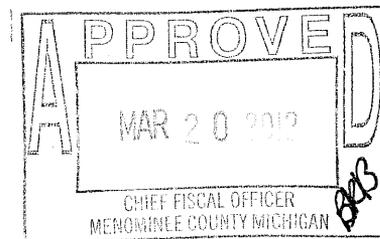
Vendor Name	Vcher#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General								
Sherwin Williams Company	23163	3/7/2012	0103-4	Smart White Paint (Gallon)	101-265-755.00	31.29		\$31.29
Short, Mary Kay	23121	2/6/2012	Transcripts	M11-3426-FH & M11-3428-FH	101-131-806.00	23.10		\$43.60
	23206	3/12/2012	M11-3438-FH	Transcript for People vs Kyle Dettman	101-267-806.00	20.50		
St. Francis Hospital	23165	2/8/2012	1140806	Amanda Chase - Acct # 22283584	101-648-835.00	778.32		\$778.32
State of Michigan - Licensing & Regulatory Affairs	23254	3/1/2012	46623	Special Inspection Fee - Boiler # 22, 23,	101-265-755.00	100.00	x	\$100.00
State of Michigan - MI Dept. of Human Services	23146	3/7/2012	January 2012	Monthly Offset	292-662-843.01	9,766.27		\$9,766.27
STEPHENSON MARKETING COOPERATI	23151	2/29/2012	462643	Cotter Pins & Welding Rods	208-751-755.02	5.97		\$2,166.91
	23248	2/29/2012	015579	Gasoline Sales - Febraury 2012	205-315-742.00	2,160.94	x	
Time Warner Cable	23239	3/1/2012	004-620475202-001	March 6 - April 5, 2012	101-301-770.00	124.16		\$124.16
TWIN CITY ELECTRIC, Inc.	23216	1/16/2012	77719	Add Data jack in Mezzanine for Access	101-301-727.00	238.40		\$238.40
U.E.S. COMPUTERS, INC.	23103	3/1/2012	59735	Monthly DVD Backup - February 2012	101-103-857.00	100.00		\$100.00
UNIFORM SHOPPE	23221	2/13/2012	206899	Uniforms - Theresa Swearingen	101-301-745.00	195.60		\$195.60
UPCAP SERVICES INC	23149	2/29/2012	1428	Work Crew Services - Shakey Lakes	208-751-930.04	20.88		\$370.88
	23215	3/8/2012	12-22-184	Utility Trailer	101-265-934.00	350.00		
Valenti, Susan F.	23122	2/29/2012	Reimbursement	February 2012	101-131-860.00	435.91		\$435.91
Valley Mechanical, Inc.	23212	2/23/2012	2108	Jail - Heat Maintenance on 2/18/12	101-265-934.00	470.00		\$470.00
WALTER BROTHERS INC	23222	2/7/2012	A158323	Single Sided Keys	101-301-755.00	10.14		\$13.52
	23223	2/20/2012	B130221	Single Sided Keys	101-301-755.00	3.38		
WEB Communications, Inc.	23213	2/21/2012	104904	Call-In Switch Plate	101-265-934.00	99.36		\$99.36
WEST GROUP PAYMENT CENTER	23257	3/1/2012	824535165	February 2012	101-131-858.03	404.93		\$404.93
Wil-Kil Pest Control	23092	2/27/2012	1993903	Courthouse - Commercial Contract	101-265-801.00	60.00		\$60.00
WISCONSIN PUBLIC SERVICE CORP - P O BOX 19003	23088	2/28/2012	0402047856-00004	Courthouse - Gas	101-265-920.04	3,060.42		\$8,071.34
	23089	2/28/2012	0402191663-00001	Health Care Center - Gas & Electrical	101-265-920.03	266.09		
	23089	2/28/2012	0402191663-00001	Health Care Center - Gas & Electrical	101-265-920.04	279.47		
	23210	3/6/2012	0402055840-00001	Jail - Electrical Service	101-265-920.03	4,465.36		

\$64,423.04

Total Amount for Bank Account: General

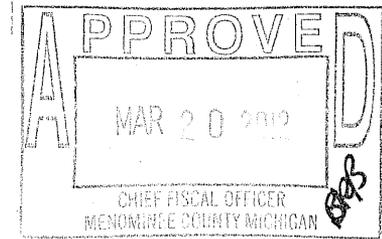
MENOMINEE COUNTY
Claims Audit Report

Vendor Name	Vcher#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General								\$250.00
MENOMINEE COUNTY SHERIFF DEPT	23264	3/15/2012	12-229-12	Release of Bond - LaFave	265-000-655.00	250.00		\$250.00
Total Amount for Bank Account: General								\$250.00



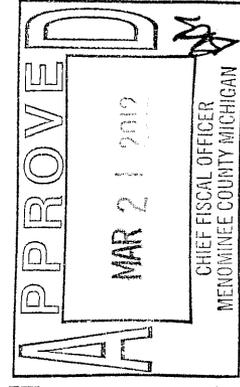
MENOMINEE COUNTY
Claims Audit Report

Vendor Name	Voucher#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General								\$66.99
MILLERS ACTION OFFICE SUPPLY I	23265	3/15/2012	084369	Toner	101-253-727.00	66.99		
Randall Philipps								\$237.50
23266	3/14/2012	2006-11586-DP	Court Appointed Legal - Ray	101-131-807.00	25.00			
23267	3/14/2012	2010-13175-DS	Court Appointed Legal - Walters	101-131-807.00	25.00			
23268	3/14/2012	1996-7736-DM	Court Appointed Legal - Ambeau	101-131-807.00	25.00			
23269	3/14/2012	2003-10402-DP	Court Appointed Legal - Barstow	101-131-807.00	12.50			
23270	3/14/2012	1996-7944-DP	Court Appointed Legal - Thunder-Ledge	101-131-807.00	12.50			
23271	3/14/2012	2009-13060-DP	Court Appointed Legal - Wheeler	101-131-807.00	62.50			
23272	3/14/2012	2007-11986-DP	Court Appointed Legal - Craven	101-131-807.00	75.00			
Total Amount for Bank Account: General								\$304.49



MENOMINEE COUNTY
Check Register Report

Check	Vchr#	Vendor Name	Vendor's Ref#	Description	Status	Check Date	Check Amount
					Debit Account		\$Amount
Check Date: 3/21/2012 - 3/21/2012 Bank Account: General - General							
General							
39667		ALL SEASONS EQUIPMENT			Unprinted	03/21/2012	\$7,316.00
	23358	6549		PO# 02621 Snowplow (x2)	101-265-755.00		\$996.00
	23358	6549		PO# 02621 Snowplow (x2)	101-265-930.03		\$6,320.00
Total General							\$7,316.00
Grand Total:							\$7,316.00



MENOMINEE COUNTY BOARD OF COMMISSIONERS AGENDA ITEM

SUBJECT:	Miscellaneous Boards/Committees/Commission Reports
DEPARTMENT:	Administration
ATTACHMENTS:	Yes
SUMMARY: Miscellaneous reports discussed at the 3/30/12 County Board meeting	
RECOMMENDED MOTION To approve the miscellaneous reports discussed at the 3/30/12 County Board meeting	

Submitted by: **Brian Bousley**

 04/04/2012
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):

MINUTES

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

Personnel Committee Meeting, 11/30/2011
Starting no earlier than 3:30 p.m., following Executive Committee meeting

MEMBERS PRESENT: Jim Pearson, John Hartz, James Furlong
MEMBERS EXCUSED: None
OTHERS PRESENT: Airport Lineman Jeff LaFleur, Menominee County Administrator
Brian Bousley, Marinette County Administrative Secretary Gina
Teeple, Bay Cities Radio, Eagle Herald, Menominee County
News, Peshtigo Times, Public Citizens

1. Call to order

Chair Pearson called the meeting to order at 3:37 p.m.

2. Pledge of Allegiance

3. Roll call

4. Approve/amend agenda

Motion (Furlong/Hartz) to approve the agenda. Vote – unanimous. Motion carried.

5. Approve/amend minutes of September 21, 2011

Commissioner Hartz noted that a motion made by Commissioner Furlong at the September 21, 2011 Personnel Committee meeting was not recorded in the minutes; to wit: Motion (Furlong) to let Tim Spreen's contract run out and terminate him. Motion failed for lack of a second.

Motion (Hartz/Furlong) to approve the minutes as amended. Vote – unanimous. Motion carried.

6. Public Comment

None

7. Discuss/consider recommendation from Executive Committee for personnel requirements for the airport, action if any

Commissioner Lakari reported that it was the consensus of the Executive Committee to forward to the Personnel Committee the following staffing structure: a part-time airport manager, a part-time lineman, and a full-time lineman.

It was the consensus of the committee to move the Executive Committee's recommendation forward to the full commission for consideration and approval.

8. Discuss/consider Jeff LaFleur's recommendation for the lineman position based on applications and interviews, action if any

Commissioner Furlong informed the committee that he and Jeff LaFleur interviewed a total of 8 applicants. Each applicant was asked the same 13 questions. Based on those interviews, he and Mr. LaFleur prioritized the list of applicants.

It was the consensus of the committee to move forward extending a job offer to the top applicant, contingent upon successful completion of a background check, physical, and drug screen, to the full commission for consideration and approval.

9. Discuss/consider recommendation from the Executive Committee for advertisement of the airport manager's position, action if any

It was the consensus of the committee to move forward advertisement for a part-time airport manager to the full commission for consideration and approval.

10. Discuss/consider temporarily increasing the lineman's compensation for performing the duties of the airport manager, action if any

Chair Pearson noted that, in the absence of an airport manager, lineman Jeff LaFleur had been performing several additional job duties.

Commissioner Hartz stated that he was opposed to increasing the compensation, as the compensation was not historically increased in the airport manager's absence during vacations.

With a two person majority, the committee agreed to move forward temporarily increasing the lineman's compensation to that of the previous airport manager, effective from the date the previous manager resigned to the date a new manager starts, to the full commission for consideration and approval.

11. Communications/correspondence

None

12. Public comment

Matt Gagnon of Wallace addressed the commission regarding the work hours of the part-time airport manager.

11. Future agenda items

Creation of an airport operations manual.

12. Adjourn

Motion (Furlong/Hartz) to adjourn at 3:53 p.m. Vote – unanimous. Motion carried.

Date approved/corrected: February 27, 2012

MINUTES

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

Special Committee Meeting to draft Airport D anager's Job Description, 2/2/2012 – 10:00 a.m.

MEMBERS PRESENT: James Furlong, Nick Lakari
MEMBERS EXCUSED: Dale Berman
OTHERS PRESENT: TCAC Chair Jason Lauzer, Airport Lineman Jeff LaFleur, Menominee County Administrator Brian Bousley, Marinette County Administrative Secretary Gina Teeple, Eagle Herald, Peshtigo Times, Public Citizens

1. Call to order

Menominee County Administrator Brian Bousley called the meeting to order at 10:00 a.m.

2. Pledge of Allegiance

3. Roll call

Commissioner Berman is excused.

4. Approve/amend agenda

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

5. Approve/amend minutes of January 5, 2012

Motion (Furlong/Lakari) to approve the minutes of January 5, 2012. Vote – unanimous. Motion carried.

6. Elect Chair

Motion (Furlong/Lakari) to cast a unanimous ballot to elect Nick Lakari as Chair of the committee ad hoc. Vote – unanimous. Motion carried.

7. Elect Vice-Chair

Motion (Lakari/Furlong) to cast a unanimous ballot to elect James Furlong as Vice-Chair ad hoc. Vote – unanimous. Motion carried.

8. Elect Secretary

Motion (Furlong/Lakari) to cast a unanimous ballot to elect Dale Berman as Secretary ad hoc. Vote – unanimous. Motion carried.

9. Public Comment

None

10. Making use of the job description template, seek a consensus for, Position Title, Reports To, General Job Summary, Responsibilities and Duties: MDOT Aeronautics Administrative Code R 259.312, Appointment and Licensing Requirements: MDOT Aeronautics Administrative Code 259.311, Minimum Qualifications Required (Training and Experience), Essential Job Functions/Duties, Essential Knowledge, Skills, and Abilities, Physical Demands and Working Conditions

The committee reached a consensus and drafted a job description for the part-time airport manager using the job description template.

11. Discuss/consider recommending to the personnel committee approval of the job description for the part time airport manager's position, action if any

No action taken

12. Discuss/consider TCAC by-laws that need to be amended due to rewriting the airport manager job description and recommend potential changes to By-Laws Committee, action if any

Motion (Furlong/Lakari) to recommend changes to Article VI of the by-laws to the By-Laws Committee (Exhibit A). Vote – unanimous. Motion carried.

13. Public Comment

None

14. Future agenda items

- Review drafted job description
- Recommend approval of drafted job description to the Personnel Committee

15. Schedule next meeting

To be determined

16. Adjourn

Motion (Furlong/Lakari) to adjourn. Vote – unanimous. Motion carried.

Respectfully submitted,
Gina K. Teeple
Marinette County Administrative Secretary

Date approved/corrected: February 27, 2012

Recommended amendments to By-Laws: ARTICLE VI – ADMINISTRATION

A. Responsibilities of the Commission

1. Personnel:

- a. The Commission shall employ an Airport Manager, who shall be hired by a majority vote of the full Commission.
- b. The Commission shall determine other necessary staffing levels of the airport.
- c. The Commission will post (advertise) open personnel positions, receive applications through the Menominee County Administrator's office, screen applications, interview promising candidates, and select a finalist for employment.
- d. All airport personnel will be appraised, annually. When necessary, plans for improvement will be initiated by the Commission Personnel Committee.

2. Job Descriptions:

- a. Respective Job Descriptions shall be written and published for:
 - (1.) Airport Manager
 - (2.) Airport LinemanSpecific Commission expectations will be summarized for each position.

*Menominee-Delta-Schoolcraft
Community Action Agency*

GOVERNING BOARD MEETING
Thursday, February 9, 2012
1:30 p.m. (EST)

MINUTES

Chair Wigand called the meeting to order at 1:35 p.m. A quorum was noted with the following in attendance:

MEMBERS PRESENT

Dan LaFoille, Schoolcraft
Omer Doran, Schoolcraft
George Lyon, Schoolcraft
Gil Vandenhouten, Menominee
Ken Bryant, Schoolcraft
Bernie Lang, Menominee
Pastor Ingmar Levin, Schoolcraft
Myra Croasdell, Delta
Tom Lippens, Delta
Brenda Moya, Menominee
Dave Moyle, Delta
Gil Sablack, Schoolcraft
Karen Wigand, Delta
Walter Multerer, Menominee
John Stapleton, Schoolcraft
Ken Penokie, Delta
Beth Pletcher, Menominee

OTHERS PRESENT

William Dubord, Executive Director
Theresa Nelson, RSVP Director
Joe Dehlin, Weatherization Director
Connie Maule, SCP Director
Cathy Pearson, Executive Assistant
Kim Johnson, Early Childhood Director
Sally Kidd, Senior Services Director
Beau Miller, Finance Director
Mary Bunnin, FGP Director

MEMBERS ABSENT

Geri Nelson, excused
Ruth Helwig, excused
Mari Negro, excused
Dave Anthony, excused
Charmaine Lehman, excused

APPROVAL OF JANUARY 12, 2012 GOVERNING BOARD MINUTES

Members received a copy of the January 12, 2012 Governing Board minutes for their review. There were no questions or comments **AND THEY WERE APPROVED WITH A MOTION FROM GEORGE LYON, SECONDED BY MR. MOYLE; MOTION CARRIED.**

FINANCE COMMITTEE REPORT

Ms. Wigand called on Treasurer Dan LaFoille who asked our Finance Director, Beau Miller to explain the role of the Finance Committee. Mr. Miller reported that the Finance Committee reviews all of the checks that are cut each month and asks questions on vendors that may look unusual, high dollar amounts or anything else that jumps out at them. Upon having their questions answered satisfactorily they recommend to the board that the Accounts Payable schedules be approved. In addition they review all of the agency credit card charges to ensure they're reasonable and not something that could be billed. They also review the Financial Procedures Manual and any high dollar/sole source purchases. **MR. LAFOILLE MOVED TO APPROVE THE ACCOUNTS PAYABLE SCHEDULE FOR JANUARY, SECONDED BY DAVE MOYLE; MOTION CARRIED.** (see attachment "A").

NOMINATING COMMITTEE REPORT

The Chair called on Tom Lippens who reported that the Nominating Committee met today to review the composition of the board sectors since we are going from 27 members to 21. The Delta County Board of Commissioners has agreed to relinquish one of their seats and have reappointed Karen Wigand and Dave Moyle to represent them, with Dave Rivard as an alternate. In addition, the committee directed staff to write letters to Ruth Helwig and Charmaine Lehman as their terms will end April 30th since the organizations they were representing no longer exist. Staff will check with the other members whose terms have expired to see if they wish to continue and if so, to get reappointed by the organization they represent. The Nominating Committee would also like to have one more seat designated for Early Childhood. **PASTOR LEVIN MOVED TO ACCEPT THE NOMINATING COMMITTEE REPORT, GEORGE LYON SECONDED THE MOTION; MOTION CARRIED.** (see attachment "B")

EARLY CHILDHOOD COMMITTEE REPORT

Karen Wigand called on Myra Croasdell who reported that the Early Childhood Committee met recently and were given an overview of the Early Childhood Program and new regulatory changes in the child development outcomes. The ECP Director explained that the ECP Committee is complimentary to the Head Start Policy Council. **DAVE MOYLE MOVED TO ACCEPT THE EARLY CHILDHOOD COMMITTEE REPORT, TOM LIPPENS SUPPORTED THE MOTION; MOTION CARRIED.**

2012 HEAD START/EARLY HEAD START PROGRAM OUTCOME SCHEDULE

Members were mailed a copy of the 2012 Head Start/Early Head Start Program Outcome Schedule for their review. There were no questions or comments **AND THEY WERE APPROVED WITH A MOTION FROM KEN BRYANT, SECONDED BY MYRA CROASDELL; MOTION CARRIED.**

MANDATORY AMENDMENT TO HEALTH PLAN DOCUMENT

Members were mailed a mandatory amendment to our agency's CAA health plan document to include a change to the appeals procedure. **JOHN STAPLETON MOVED TO APPROVE THE MANDATORY AMENDMENT TO THE CAA HEALTH PLAN DOCUMENT, SECONDED BY GEORGE LYON; MOTION CARRIED.**

EXECUTIVE DIRECTOR'S REPORT

Chair Wigand noted that the update on funding and the Executive Director's report will be combined as one item since Mr. Dubord always updates the members on funding issues if there are any. Mr. Dubord reported that Head Start/Early Head Start has been notified that they will be getting a \$.76% cost of living increase to provide a small wage increase to staff retroactive to 11/1/2011. If there is any funding remaining after implementing the increase, it will be used for quality improvement. More information will be given at the March meeting. **BERNIE LANG MOVED TO ACCEPT THE**

EXECUTIVE DIRECTOR'S REPORT, GEORGE LYON SUPPORTED THE MOTION; MOTION CARRIED.

PUBLIC COMMENT/OTHER BUSINESS

Karen Wigand called on Myra Croasdell who announced that she has been elected to the Region V Head Start board – congratulations to Myra!

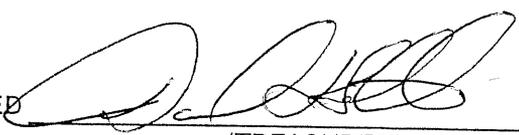
ADJOURNMENT

There being no further business *DAVE MOYLE MOVED TO ADJOURN THE MEETING AT 2:02 P.M., SECONDED BY OMER DORAN; MOTION CARRIED.*

THE NEXT MEETING IS THURSDAY, MARCH 8, 2012

THE FINANCIAL COMMITTEE HAS REVIEWED THE ACCOUNTS PAYABLE SCHEDULES FOR THE MONTH OF JANUARY 2012 FOR THE MENOMINEE-DELTA-SCHOOLCRAFT COMMUNITY ACTION AGENCY. WE HAVE DETERMINED THAT THE EXPENDITURES MADE AGAINST THE VARIOUS PROGRAMS ARE REASONABLE AND PROPERLY CHARGED WITHIN BUDGETARY RESTRICTIONS IN THE FOLLOWING AMOUNTS:

HEAD START	\$	150,604
EARLY HEAD START		48,419
EARLY-ON CHILDHOOD		597
GSRP		8,754
ASSET & LIABILITY ACCOUNTS		47,221
TOTAL	\$	<u>255,595</u>

SIGNED 
(TREASURER)

DATE 2-7-12

**Finance Committee Meeting
Tuesday, February 7, 2012
11:00 a.m.**

MINUTES

The following were present: Dan LaFoilie, Karen Wigand, Omer Doran, Pastor Levin, Bernie Lang, Gil Sablack.

The members reviewed the January CAA Accounts Payable Schedule. It was approved **WITH A MOTION FROM PASTOR LEVIN, SECONDED BY GIL SABLACK, MOTION CARRIED.**

The members reviewed the January HRA Accounts Payable Schedule. It was approved **WITH A MOTION FROM BERNIE LANGE, SUPPORTED BY OMER DORAN; MOTION CARRIED.**

It was suggested that Beau tell the full board about what the finance committee does each month, i.e. reviews all the checks on the monthly register and ask questions of anything that jumps out at them to ensure the checks issued are legitimate.

The committee reviewed the Head Start credit card charges with the due date of 1/22/12. Beau indicated he will meet with Head Start to encourage less use of the credit card when vendors will bill the program.

The committee reviewed the HRA charges through 1/19/2012.

Beau informed the members that the field work for the audit is done and we don't expect any findings or major issues. Since the audit report is not due to the IRS until 6/30/12 he told our auditing firm that they don't have to hurry during tax season to get our audit done before the due date in the contract.

Beau also noted that Kristine Berhow, our lead auditor, does training on fraud prevention. He will check with her about doing fraud prevention training (how to spot red flags) for at least the Finance Committee.

The meeting adjourned at 11:55 a.m.

NOMINATING COMMITTEE MEETING
Thursday, February 9, 2012
12:45 p.m.

A G E N D A

The following were in attendance: Omer Doran, Karen Wigand, Dan LaFoilie, John Stapleton, Tom Lippens, George Lyon, Gil Vandenhouten. Dave Anthony excused.

Bill Dubord reported that he approached the Chair of the Delta County Board of Commissioners regarding their appointees and they have decided to have Dave Moyle and Karen Wigand be their appointees and Dave Rivard as an alternate. Dave Rivard is aware of this. **Tom Lippens moved to accept the relinquishment of Dave Rivard's seat representing the Delta County Board of Commissioners, Dan LaFoilie seconded the motion, motion carried.**

It was noted that Charmaine Lehman and Ruth Helwig's terms will expire at the end of April since they are representing organizations that no longer exist. Should we need another consumer representative in the near future we could consider Charmaine at that time as she is a Senior Companion and could represent that PAC if they wish. The committee directed staff to send a letter to both Ruth and Charmaine regarding the end of their terms with the board and appropriate thanks for their service.

In order to keep the proper representation in the Consumer Sector once Ruth Helwig's term is done, Mr. Dubord noted he would like to move Ken Penokie from the private sector to the Consumer Sector which would be appropriate since Legal Services advocates for the low income in legal matters.

It was noted that with the above changes the board would be at 21 members.

The committee directed staff to contact George Lyon, Ken Bryant, Pastor Levin and Ken Penokie to see if they wish to remain on the board (their terms will expire at the end of April). If they wish to remain, we will need a letter from their respective organizations reappointing them.

It was suggested that the by-laws revision include a statement about having equal representation in each county. This is currently not stated in the by-laws, and after discussion it was decided that although we strive to have equal representation, we may not want to tie our hands by doing so.

The meeting adjourned at 1:10 p.m.

*Menominee-Delta-Schoolcraft
Human Resources Authority*

GOVERNING BOARD MEETING
Thursday, February 9, 2012
1:45 p.m. (EST)

MINUTES

Chair Wigand called the meeting to order at 2:03 p.m. A quorum was noted with the following in attendance:

MEMBERS PRESENT

Dan LaFoille, Schoolcraft
Omer Doran, Schoolcraft
George Lyon, Schoolcraft
Gil Vandenhouten, Menominee
Ken Bryant, Schoolcraft
Bernie Lang, Menominee
Pastor Ingmar Levin, Schoolcraft
Myra Croasdell, Delta
Tom Lippens, Delta
Brenda Moya, Menominee
Dave Moyle, Delta
Gil Sablack, Schoolcraft
Karen Wigand, Delta
Walter Multerer, Menominee
John Stapleton, Schoolcraft
Ken Penokie, Delta
Beth Pletcher, Menominee

OTHERS PRESENT

William Dubord, Executive Director
Theresa Nelson, RSVP Director
Joe Dehlin, Weatherization Director
Connie Maule, SCP Director
Cathy Pearson, Executive Assistant
Kim Johnson, Early Childhood Director
Sally Kidd, Senior Services Director
Beau Miller, Finance Director
Mary Bunnin, FGP Director

MEMBERS ABSENT

Geri Nelson, excused
Ruth Helwig, excused
Mari Negro, excused
Dave Anthony, excused
Charmaine Lehman, excused

APPROVAL OF JANUARY 12, 2012 GOVERNING BOARD MINUTES

Members received a copy of the January 12, 2012 Governing Board minutes for their review. There were no questions or comments **AND THEY WERE APPROVED WITH A MOTION FROM DAN LAFOILLE, SECONDED BY MR. MOYLE; MOTION CARRIED.**

FINANCE COMMITTEE REPORT

Ms. Wigand called on Treasurer Dan LaFoille who asked our Finance Director, Beau Miller to explain the role of the Finance Committee. Mr. Miller reported that the Finance Committee reviews all of the checks that are cut each month and asks questions on vendors that may look unusual, high dollar amounts or anything else that jumps out at them. Upon having their questions answered satisfactorily they recommend to the board that the Accounts Payable schedules be approved. In addition they review all of the agency credit card charges to ensure they're reasonable and not something that could be billed. They also review the Financial Procedures Manual and any high dollar/sole source purchases. **MR. LAFOILLE MOVED TO APPROVE THE ACCOUNTS PAYABLE SCHEDULE FOR JANUARY, SECONDED BY DAVE MOYLE; MOTION CARRIED. (see attachment "A").**

NOMINATING COMMITTEE REPORT

The Chair called on Tom Lippens who reported that the Nominating Committee met today to review the composition of the board sectors since we are going from 27 members to 21. The Delta County Board of Commissioners has agreed to relinquish one of their seats and have reappointed Karen Wigand and Dave Moyle to represent them, with Dave Rivard as an alternate. In addition, the committee directed staff to write letters to Ruth Helwig and Charmaine Lehman as their terms will end April 30th since the organizations they were representing no longer exist. Staff will check with the other members whose terms have expired to see if they wish to continue and if so, to get reappointed by the organization they represent. The Nominating Committee would also like to have one more seat designated for Early Childhood. **MR. DORAN MOVED TO ACCEPT THE NOMINATING COMMITTEE REPORT, KEN BRYANT SECONDED THE MOTION; MOTION CARRIED. (see attachment "B")**

ACCEPTANCE OF POLICY ADVISORY COMMITTEE MINUTES

Members received copies of the following Policy Advisory Committee minutes for their review:

- 10/28 (Menominee), 11/21 (Schoolcraft), 11/22/2011 (Delta) Foster Grandparent Program PAC minutes
- 11/9 (Menominee), 11/21/11 (Schoolcraft), 1/16 (Delta) & 1/26/12 (Menominee) Senior Companion Program PAC minutes
- 12/7/11 (Delta) Retired & Senior Volunteer Program PAC minutes
- 11/17/11 (Mid-County), 1/18/2012 (Gladstone) & 1/30/12 (Hermansville) Senior Center PAC minutes

There were no questions or comments and the minutes were accepted **WITH A MOTION FROM DAN LAFOILLE, SECONDED BY MR. DORAIN; MOTION CARRIED.**

MANDATORY AMENDMENT TO HEALTH PLAN DOCUMENT

Members were mailed a mandatory amendment to our agency's HRA health plan document to include a change to the appeals procedure. **MR. MOYLE MOVED TO APPROVE THE MANDATORY AMENDMENT TO THE HRA HEALTH PLAN DOCUMENT, SECONDED BY MR. STAPLETON; MOTION CARRIED.**

WALK FOR WARMTH

The Chair called on Cathy Pearson for more information. Ms. Pearson reminded the board that our one big annual fund-raising campaign is underway and any contribution will be greatly appreciated. We started helping with deliverable fuel in mid November and are nearly out of the \$219,000 grant, so the need is still high for locally raised, flexible heat assistance funds. The kick-off event is a Big Brat Sale on Thursday, February 16th in Escanaba and Brats for Breakfast in Menominee on February 21st. The actual walks will be held in Escanaba and Menominee on Saturday, February 25th and a Ride for Warmth Poker Run at the Rusty Rail in Cornell on Saturday, March 3rd. She noted that there had been an inquiry about having some kind of event in Schoolcraft County. In the

past we had Walks for Warmth but raised very little funds. We felt this year we are too short staffed and have very little connection to the limited businesses in that area, but will certainly try to put something together for next year if some of the board members from Schoolcraft County can help us identify some connections for supporters for a Walk for Warmth or some other type of event in their county.

EXECUTIVE DIRECTOR'S REPORT

Chair Wigand noted that the update on funding and the Executive Director's report will be combined as one item since Mr. Dubord always updates the members on funding issues if there are any.

Mr. Dubord reported that we are getting \$20,000 in THAW funds in Delta and Schoolcraft Counties (there aren't participating vendors in Menominee County).

The Executive Director also noted that we will receive just over \$32,000 in Michigan Public Service Commission (MPSC) funds for heat – last year we received \$42,000.

We're very hopeful that RSVP will be funded for another year. If we are funded there will be significant changes in the program, however, including different emphasis areas that will eliminate many of our current stations that depend on the RSVP volunteers.

The Executive Director also reminded the members that we are very near the end of the three year ARRA funding cycle for Weatherization. On a positive note we have weatherized 600 homes (our projection was for 540), hired several contractors and pumped significant dollars into the local economy. After the Weatherization staff have worked very hard to spend the funding by the end date as stipulated in our contract, the state may allow for an extension of these funds to programs that did not expend the funds according to the contract. We feel this is rewarding poor performance when we would love to keep our staff on beyond the March 31st end of ARRA funding. The future of regular Weatherization funding is very shaky and will most likely affect staffing, etc. **MR. MOYLE MOVED TO ACCEPT THE EXECUTIVE DIRECTOR'S REPORT, JOHN STAPLETON SUPPORTED THE MOTION; MOTION CARRIED.**

PUBLIC COMMENT/OTHER BUSINESS

There were no public comments or other business to come before the board.

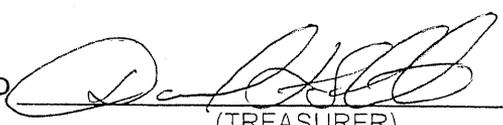
ADJOURNMENT

There being no further business **MR. LYON MOVED TO ADJOURN THE MEETING AT 2:27 P.M., SECONDED BY OMER DORAN; MOTION CARRIED.**

THE NEXT MEETING IS SCHEDULED FOR THURSDAY MARCH 8, 2012

THE FINANCIAL COMMITTEE HAS REVIEWED THE ACCOUNTS PAYABLE SCHEDULES FOR THE MONTH OF JANUARY 2012 FOR THE HUMAN RESOURCES AUTHORITY, INC. WE HAVE DETERMINED THAT THE EXPENDITURES MADE AGAINST THE VARIOUS PROGRAMS ARE REASONABLE AND PROPERLY CHARGED WITHIN BUDGETARY RESTRICTIONS IN THE FOLLOWING AMOUNTS:

SENIOR CITIZENS	\$	124,094
VOLUNTEER PROGRAMS		46,001
NUTRITION		110,112
STATE & LOCAL PROGRAMS		142,197
ENERGY AND HOUSING		141,554
ASSET & LIABILITY ACCOUNTS		42,738
TOTAL	\$	<u>606,696</u>

SIGNED 
(TREASURER)

DATE 2-7-12

MINUTES

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

Regular Session Meeting, 2/21/2012 – 4:30 p.m.

MEMBERS PRESENT: Jason Lauzer, Dale Berman, James Furlong, Nick Lakari, Jim Pearson, Ted Sauve
MEMBERS EXCUSED: None
OTHERS PRESENT: Airport Lineman Jeff LaFleur, Marinette County Administrative Secretary Gina Teeple, Bay Cities Radio, Eagle Herald, Menominee County News, Peshtigo Times

1. Call to order

Chair Lauzer called the meeting to order at 4:30 p.m.

2. Pledge of Allegiance

3. Roll call

4. Approve/amend agenda

Chair Lauzer requested removal of agenda item 12.

Motion (Furlong/Sauve) to approve the agenda as amended. Vote – unanimous. Motion carried.

5. Approve/amend minutes of 1/18/2012 Reorganizational and Regular Session Meetings

Motion (Furlong/Lakari) to approve the minutes of the 1-18-2012 reorganizational meeting. Vote – unanimous. Motion carried.

Motion (Sauve/Pearson) to approve the minutes of the 1-18-2012 regular session meeting. Vote – unanimous. Motion carried.

6. Public comment

AMT 1 Petty Officer Josh Taggart of the Coast Guard explained to the Commission that their helicopter iced up during a rescue mission and was currently being repaired in the large hangar.

7. Update on creation of a part-time airport manager's job description, information only

Commissioner Lakari reported that the Job Description Committee met for a second time and created a drafted job description. The intention of the committee is to forward the draft to the Personnel Committee for approval.

8. Update on calendar of events, information only

Chair Lauzer reported that the Executive Committee met and drafted a calendar of duties and events. Commissioner Lakari noted that the calendar is a living document, and can be modified throughout the year.

9. Discuss fuel farm loan, information only

Chair Lauzer reported that he had been contacted by Pat Kass, Finance Director for Marinette County. Mr. Kass suggested the TCAC submit a request to Marinette and Menominee counties for the money instead of taking out a loan and paying interest.

10. Discuss/consider open house for July 21, 2012, action if any

Motion (Furlong/Lakari) to hold an open house at the Twin County Airport on July 21, 2012. Vote – unanimous. Motion carried.

The Commission asked Mr. LaFleur to create a list of ideas for the open house and report at the March regular session meeting.

11. Discuss/consider special meeting to review and select candidates to be interviewed for Airport D anager's position, action if any

Motion (Pearson/Sauve) to hold a special meeting on March 9, 2012 at 3:00 p.m. to discuss candidates and determine who will be interviewed for the Airport D anager's position. Vote – unanimous. Motion carried.

13. Discuss/consider recommendation from the By-Laws Committee, action if any

Commissioner Pearson discussed proposed changes to the By-Laws as recommended by the By-Laws Committee.

Commissioner Sauve commended the By-Laws Committee and asked that the minutes reflect his appreciation for the committee's outstanding work.

Motion (Pearson/Suave) to approve the recommended changes to the By-Laws and carry them forward to the next regular session meeting for final approval and adoption. Vote – unanimous. Motion carried.

14. Temporary D anager's Report

Chair Lauzer reported that the Executive Committee reviewed the temporary manager's reports, and it was the consensus of the committee to accept them as presented.

Motion (Berman/Lakari) to accept the temporary manager's reports as presented. Vote – unanimous. Motion carried.

15. Communications/correspondence

Chair Lauzer reported that the following correspondence was received:

- FAA regarding removal of the trees on the approach of runway three. The trees were removed, and the FAA was notified of their removal.
- Garry Anderson notifying the TCAC that he had re-purchased hangar 31.

- Insurance company verifying that the auto insurance would cover pilots driving the courtesy vehicle as long as there was no charge to the pilots for use of the vehicle.

Commissioner Sauve reported that he gave the information regarding a display aircraft to Menominee County Administrator Brian Bousley.

16. Dialog between airport users and the TCAC

None

17. Public comment – speakers will be limited to 5 minutes

None

18. Future agenda items

Hangar 31 Lease
URS Presentation
Suspend Personnel Policies & Procedures
Adopt By-Laws
Explorer Solutions Report

13. Schedule next meeting

The next meeting is scheduled for Tuesday, March 20th at 4:30 p.m.

14. Adjourn

Motion (Pearson/Lakari) to adjourn at 5:28 p.m. Vote – unanimous. Motion carried.

Respectfully submitted,
Gina K. Teeple
Marinette County Administrative Secretary

Date approved/corrected: March 20, 2012

MINUTES

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

Special Session Meeting, 3/9/2012 – 3:00 p.m.

MEMBERS PRESENT: Jason Lauzer, Dale Berman, James Furlong, Nick Lakari, Jim Pearson, Ted Sauve
MEMBERS EXCUSED: None
OTHERS PRESENT: Menominee County Administrator Brian Bousley, Airport Lineman Jeff LaFleur, Marinette County Administrative Secretary Gina Teeple, Bay Cities Radio, Eagle Herald, Peshtigo Times

1. Call to order

Chair Lauzer called the meeting to order at 3:00 p.m.

2. Pledge of Allegiance

3. Roll call

4. Approve/amend agenda

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

5. Public comment

None

6. Discuss/Consider approving part-time manager job description, action if any

The Commission reviewed the drafted job description and made an amendment (Exhibit A).

Motion (Furlong/Lakari) to approve the part-time manager job description as amended. Vote – unanimous. Motion carried.

7. Discuss/Consider candidates to be interviewed for airport manager, action if any

Motion (Furlong/Sauve) to interview all four of the candidates that applied with Menominee County Administrator Brian Bousley acting as moderator, using a standard set of 20 questions. Vote – unanimous. Motion carried.

8. Discuss/Consider special meeting date(s) for airport manager interviews, action if any

Motion (Sauve/Furlong) to hold a special meeting on Monday, March 19th at 9:00 a.m. to conduct interviews, allotting one hour per interview. Vote – unanimous. Motion carried.

9. Discuss/Consider requesting advance appropriations from Menominee and Marinette Counties for fuel farm project, action if any

County Administrator Bousley informed the Commission that Menominee County could not advance appropriations at this time.

Motion (Pearson/Furlong) to request the Marinette County Board of Supervisors approve the resolution supporting the airport's loan application to MDOT. Vote – unanimous. Motion carried.

10. Communications/correspondence

None

11. Dialog between airport users and the TCAC

None

12. Public comment – speakers will be limited to 5 minutes

Penny Mullins addressed the Commission regarding when they would make their decision to hire one of the four candidates as the new airport manager.

13. Future agenda items

Report from the Buildings and Grounds Committee

14. Schedule the next meeting

The next regular session meeting is scheduled for Tuesday, March 20th at 4:30 p.m.

15. Adjourn

Motion (Furlong/Pearson) to adjourn at 3:50 p.m. Vote – unanimous. Motion carried.

Respectfully submitted,
Gina K. Teeple
Marinette County Administrative Secretary

Date approved/corrected: March 20, 2012

Menominee County, Michigan

Position Description

Exhibit A

Title: Airport Manager
Department: Twin County Airport Commission
Reports to: Airport Commission Chairperson
Date Adopted: 03/9/2012

Purpose of Position

Plans, directs and coordinates activities concerned with construction, maintenance, and operation of airport facilities in accordance with governmental agency or commission policies and regulations, by performing the following duties personally or through subordinated personnel.

Essential Duties and Responsibilities

The following duties are normal for this position. These are not to be construed as exclusive or all-inclusive. Other duties may be required and assigned.

- Adhere to responsibilities described in the MDOT Aeronautics Administrative Code R 259.312
- Develop and implement administrative, environmental, maintenance and safety programs as directed by the Commission.
- Perform the duties of accounts payable and receivable, financial and tax reporting, filing monthly invoicing, record, prepare checks for payment, prepare routine correspondence and advise news media of pending board meetings.
- Seek to obtain State and Federal Grants for Airport Development Projects. Each application to be approved by the Airport Commission.
- Study and review policies and practices for compliance with State, Federal and Local laws and regulations.
- Check housekeeping and security practices for violations. Initiate proper steps to correct conditions not in accordance with health, safety and security practices and policies.
- Research special assignments, through appropriate sources, for pertinent information data. Organize, analyze and compile documented factual reports to keep the Commissioners apprised of matters dealing directly with the problem(s).
- Assist with resolving problems by determining, establishing and implementing policies, procedures and programs as directed by the Commission.

- Maintain and preserve an airport register book indicating arrivals and departures of aircraft, number of passengers and other information required by the Commission. Retain records for a period of three years, or such period required by the Commission.
- Expeditiously and in a timely manner file NOTAMS (notice to airmen) with the proper Federal Agency designating any changes in airport condition.
- Promote utilization and expansion of the airport towards a goal of financial self-support.
- Develop recommendations for preparation of the annual budget and report status to the Commission on a monthly basis.
- Enforces and reports violations of Federal Air Regulations and Civil Laws. Any violations will be directed to the Commission.
- Appoints staff of Maintenance Linemen as "Designated Representatives" to act on his/her behalf, when the Airport Manager is unavailable through communication efforts.
- Supervises, plans, coordinates and assigns the work of airport personnel; monitors and evaluates performance and work outputs to maintain efficiency and quality of work.
- Supervises, directs and operates equipment necessary in the building and grounds maintenance of the airport; inspects runways, taxiways, ramps and roads and assesses operational conditions, inspect visual and nav-aids equipment and other airport related equipment and keeps accurate records of appropriate maintenance.

Minimum Training and Experience Required to Perform Essential Job Functions

High School diploma or equivalent; must become airport manager licensed with the State of Michigan within 60-days of hire; aviation and management experience preferred.

Physical and Mental Abilities Required to Perform Essential Job Functions

Language Ability and Interpersonal Communication

- Requires the ability to perform basic level of data analysis including the ability to review, classify, categorize, prioritize and/or reference data, statutes and/or guidelines.
- Requires the ability to utilize a wide variety of reference, descriptive, advisory and/or design data and information such as agendas, meeting minutes, reports, memos, manuals, contracts, policies, rules, bylaws, procedures and non-routine correspondence.
- Requires the ability to communicate orally and in writing with the County Administrator.

Physical Requirements

- Requires the ability to operate, calibrate, tune and synchronize, and perform complex rapid adjustment on equipment, machinery and tools such as a computer and other office machines and/or related materials used in performing essential functions.

- Ability to coordinate eyes, hands, feet and limbs in performing skilled movements such as rapid keyboard use.
- Tasks involve the ability to exert light physical effort in sedentary to light work, but which may involve some lifting, carrying, pushing and pulling of objects weighing five to ten pounds.

Environmental Adaptability

- Ability to work under safe and comfortable conditions where exposure to environmental factors is minimal and poses a very limited risk of injury.

Menominee County, Michigan is an Equal Opportunity Employer. In compliance with the Americans with Disabilities Act, the County will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective and current employees to discuss potential accommodations with the employer.

Airport Manager Signature

TCAC Chairperson Signature

Date

Date

MENOMINEE COUNTY BOARD OF COMMISSIONERS DISCUSSION ITEM

SUBJECT:	Resolution 2012-08 ~ April 2012 Head Start Month
DEPARTMENT:	Administration
ATTACHMENTS:	Yes
SUMMARY: The Community Action Agency has requested for the County Board to approve a resolution in support of Head Start Month to celebrate the accomplishments of the local Head Start program through our early childhood center and the community.	
RECOMMENDED MOTION	

Submitted by: **Brian Bousley**

 04/04/2012
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):



Serving Menominee, Delta, and Schoolcraft Counties
111 North 5th Street
Mailing Address: 507 First Avenue North
Escanaba, Michigan 49829
Telephone: [906] 786-7080 FAX: [906] 786-6889

William Dubord
Executive Director

Kim Johnson
Early Childhood Director

March 28, 2012

Menominee Co Bd of Commissioners
James Furlong, Chairperson
839 10th Avenue Courthouse Building Courtroom B
Menominee, Michigan 49858

Dear Commissioner LaFoilie:

During the week of April 23rd to April 27th we will be celebrating the accomplishments of the local Head Start Program throughout our early childhood centers and the community. Since 1965, Head Start has been a national model program with proven success in increasing the social readiness skills of children who are at the greatest risk of school failure.

The Menominee Delta Schoolcraft Community Action Agency has been operating the Head Start program in the local community since 1966 and currently provides services to three hundred and thirty-one young children and their families through federal Head Start and Early Head Start funding.

Please help us celebrate our success by asking the Board of Commissioners to support a resolution proclaiming April 2012 as "**Head Start Month**". Our staff sincerely appreciates your dedication to the children and families in our community. Thank you for your ongoing support.

Sincerely,

Kim Johnson, Director
MDS CAA Early Childhood Program / Head Start

KJ:sr

Enclosure: Sample Resolution

MENOMINEE COUNTY BOARD OF COMMISSIONERS DISCUSSION ITEM

SUBJECT:	County Bylaws, Board Rules & County Policies
DEPARTMENT:	Administration
ATTACHMENTS:	No, changes given to commissioners
SUMMARY:	
<p>The Executive committee met twice and has made some changes to the bylaws, board rules & county policies. Those changes were outlined and a copy was given to all of the commissioners. The board is asked to discuss/accept the recommended changes from the Executive committee.</p>	
RECOMMENDED MOTION	

Submitted by: **Brian Bousley**

 04/05/2012
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:	Miscellaneous Bills
DEPARTMENT:	Administration
ATTACHMENTS:	yes
SUMMARY:	
Board to review recently submitted Miscellaneous Bills as paid on March 29, 2012 in the amount of \$101,202.74	
RECOMMENDED MOTION	

Submitted by: Brian Bousley

 04/04/2012
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

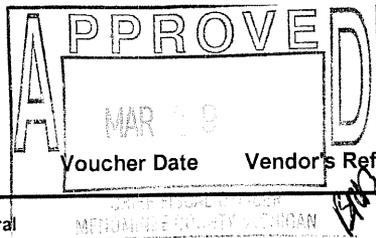
516 DTRF-Delinquent Tax Revolving Fund
517 DTRF-PA 123 Foreclosure

APPROVED
 MAR 29
 CHIEF FISCAL OFFICER
 MENOMINEE COUNTY MICHIGAN

**MENOMINEE COUNTY
 Claims Audit Report**

COPY

Vendor Name Vcher#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General							\$445.04
A B C PRINTERS 23431	3/22/2012	94372	Catalog Envelopes (x3000)	101-141-727.00	445.04		
							\$8.66
AIRGAS NORTH CENTRAL 23401	3/12/2012	105451550	Oxygen	205-315-727.00	8.66		
							\$200.00
Allvest Information Services 23441	3/21/2012	211179	Mental Health Assessments 2/1/12 - 5/3	296-668-801.00	200.00		
							\$1,048.22
AT&T - Carol Stream, IL 23451	3/19/2012	906863444103	March 19 - April 18, 2012	101-103-850.00	458.67		
23457	3/19/2012	906863202303	March 19 - April 18, 2012	101-103-850.00	371.89		
23460	3/19/2012	906863661403	March 19 - April 18, 2012	266-325-850.00	217.66		
							\$241.93
AT&T Long Distance 23464	3/19/2012	854528091	Telephone Services	101-103-850.00	241.93		
							\$241.05
Badger Mailing & Shipping 23373	3/16/2012	43614	Ink Cartridge	101-253-729.01	241.05		
							\$317.84
Banc of America Leasing 23397	3/22/2012	012094441	April 2012 - Sheriff Konica	101-301-934.00	317.84		
							\$304.00
Big Bear Custom Graphics 23438	3/19/2012	309	Polo Shirts for Teen Court (x30)	296-667-801.02	304.00		
							\$22.59
BOURQUE PENNY 23458	3/28/2012	Reimbursement	Meals	266-326-881.00	22.59		
							\$19.97
Brunelle, Jennifer 23439	3/19/2012	Reimbursement	Pencil Sharpener	296-667-801.01	19.97		
							\$69.99
Carquest Auto Parts 23399	3/27/2012	2825-204549	Car Wash Powder	101-301-981.00	69.99		
							\$100.64
Cellcom Wisconsin RSA 04 23354	3/5/2012	857580	Medical Examiner - Cellular Services	101-648-727.00	15.17	x	
23436	3/5/2012	850946	Cellular Services	101-132-850.00	20.16	x	
23436	3/5/2012	850946	Cellular Services	296-664-850.00	51.29	x	
23436	3/5/2012	850946	Cellular Services	296-665-850.00	14.02	x	
							\$867.44
CIMA COMPANIES, INC. 23442	3/21/2012	4767 MIMEN01	Volunteer Insurance Renewal 7/1/12 - 7	101-132-802.00	867.44		
							\$351.67
CITY OF MENOMINEE - 2511 10TH ST. 23349	3/21/2012	April 2012	Monthly Rent	266-326-942.00	351.67		
							\$226.78
City of Stephenson - P.O. Box 467 23430	3/22/2012	709	Annex - 2/20 to 3/22/12	101-261-920.01	16.00		
23430	3/22/2012	709	Annex - 2/20 to 3/22/12	101-261-920.02	30.00		
23430	3/22/2012	709	Annex - 2/20 to 3/22/12	101-261-920.03	180.78		
							\$596.52
CLOVERLAND PAPER CO 23345	3/16/2012	98088	Towels, Sprayer, Gloves, Toilet Tissue,	101-265-755.01	221.42		
23346	3/16/2012	98089	Toilet Tissue, Spray	101-265-755.01	106.48		
23454	3/23/2012	98112	Bowl Cleaner	101-265-755.01	33.53		
23455	3/23/2012	98141	Liners, Facial Tissue, Toilet Tissue, Glo	101-265-755.01	204.72		
23456	3/23/2012	98143	Multifold Towls	101-265-755.01	30.37		
							\$68,126.63
COMMUNITY ACTION AGENCY 23371	3/21/2012	Tax Collection	Senior Citizen Tax Collection Through 2	285-672-801.00	68,126.63		

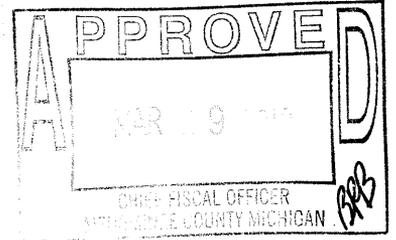


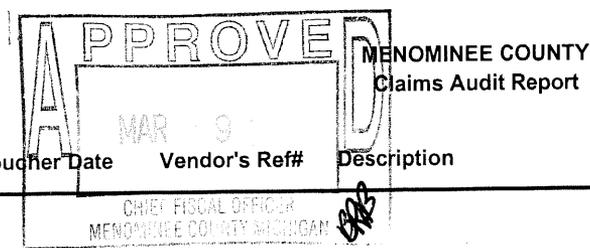
**MENOMINEE COUNTY
Claims Audit Report**

Vendor Name Vcher#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General							
DDT Construction, Inc. 23360	3/14/2012	00433	Snowplowing 2/10/12 - 3/3/12	101-265-930.00	400.00		\$400.00
Dennis-Ruleau, Dawn 23463	3/29/2012	4771	Crisis Intervention - March 2012	296-668-801.00	665.00		\$665.00
Dreamscape Communications 23386	3/20/2012	w2312	Annex - Wireless Internet	101-261-850.00	69.99		\$69.99
Friends Ofc Prod Whse Direct 23334	3/15/2012	016135I	ROD office Supplies	101-268-727.00	144.15		\$443.84
23335	3/15/2012	016143	ROD - Office Supplies	101-268-727.00	20.99		
23348	2/16/2012	015972I	Equalization - Office Supplies	101-257-727.00	41.44		
23363	3/22/2012	016180I	FOC - Office Supplies	101-141-727.00	91.95		
23364	3/21/2012	016164I	FOC - Office Supplies	101-141-727.00	145.31		
Great Outdoors 23344	3/14/2012	12111	Replacement Door Cables (Library)	101-265-930.01	295.00		\$295.00
Gregory, Raymond G. 23432	3/21/2012	2012-008-MI	Court Appointed Legal - Anderson	101-148-807.00	110.00		\$110.00
HOTFLAME GAS COMPANY 23366	3/16/2012	12139803	Kleinke Bath House	101-265-920.04	399.80		\$399.80
ID NETWORKS 23398	3/28/2012	166031	Annual Equipment Svc/Maintenance Fe	101-301-934.02	2,249.00		\$2,249.00
IMAGEWORKS 23367	3/9/2012	4435	Work Uniforms - James Mekash	101-265-745.00	341.00		\$421.00
23368	3/14/2012	4442	Work Uniforms - Al Thompson	101-265-745.00	80.00		
INSTITUTE OF CONTINUING LEGAL 23435	3/15/2012	658703	MI Probate Sourcebook	101-132-802.00	61.25		\$122.50
23435	3/15/2012	658703	MI Probate Sourcebook	101-148-802.00	61.25		
J S ELECTRONICS, INC. 23355	3/1/2012	17015	Paging Service - Medical Examiner	101-648-727.00	69.00		\$69.00
Jeff's Service 23387	3/26/2012	5515	2007 Chevy Silvarado - Oil Change	249-371-742.00	30.00		\$30.00
Joel Hensley, RN 23380	3/24/2012	Blood Draws	Miller (3/4) Maus (3/7) Martinez (3/14)	101-267-801.01	300.00		\$1,797.75
23395	3/26/2012	Nursing Services	March 16 to March 31, 2012	101-301-770.01	1,365.00		
23396	3/26/2012	Reimbursement	Malpractice Insurance	101-301-770.01	132.75		
Kakuk, Tammany 23437	3/16/2012	4761	Foster Care 2/27 - 3/15/12	292-662-843.02	378.08		\$378.08
Kulwich, Gerald 23444	3/27/2012	Reimbursement	Stamps & Water for Teen Court, Mileag	296-665-860.00	220.22		\$233.21
23444	3/27/2012	Reimbursement	Stamps & Water for Teen Court, Mileag	296-667-801.02	12.99		
LENCA SURVEYING 23378	3/23/2012	12032	Remon Project Yr 2012 - March 12 to M	243-246-801.07	4,455.20		\$4,455.20
Lesperance, Diane 23379	3/26/2012	Reimbursement	Mileage - MTA Meeting in Carney 3/22/	101-253-860.00	35.49		\$35.49
Lufts Advertiser 23461	3/21/2012	Advertising	March 2012	101-101-901.00	135.75		\$135.75

MENOMINEE COUNTY
Claims Audit Report

Vendor Name	Vcher#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General								
Manpower	23365	3/18/2012	23778334	Week Ending 3/18/12 - Regina Mistark	101-141-704.00	472.00		\$472.00



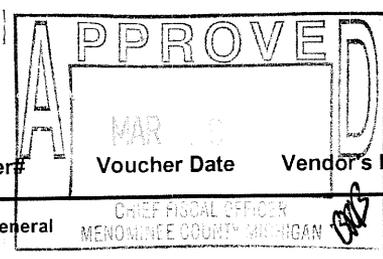


Vendor Name	Vcher#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General								\$4,801.07
Mastercard								
	23357	3/12/2012	Credit Card	Meijer	266-325-860.00	40.55	x	
	23357	3/12/2012	Credit Card	Ramada Inn of Marquette	101-262-860.00	68.90	x	
	23357	3/12/2012	Credit Card	USPS.com	101-268-729.00	4.90	x	
	23357	3/12/2012	Credit Card	Shell Oil	266-325-860.00	9.65	x	
	23357	3/12/2012	Credit Card	USPS.com	101-268-729.00	4.90	x	
	23357	3/12/2012	Credit Card	USPS.com	101-268-729.00	4.90	x	
	23357	3/12/2012	Credit Card	USPS.com	101-268-729.00	4.90	x	
	23357	3/12/2012	Credit Card	USPS.com	101-268-729.00	4.90	x	
	23357	3/12/2012	Credit Card	USPS.com	101-268-729.00	4.90	x	
	23357	3/12/2012	Credit Card	USPS.com	101-268-729.00	4.90	x	
	23357	3/12/2012	Credit Card	USPS.com	101-268-729.00	4.90	x	
	23357	3/12/2012	Credit Card	USPS.com	101-268-729.00	4.90	x	
	23357	3/12/2012	Credit Card	Magnatag	101-267-727.00	60.01	x	
	23357	3/12/2012	Credit Card	The Family Inn	101-141-860.00	12.11	x	
	23357	3/12/2012	Credit Card	USPS.com	101-268-729.00	4.90	x	
	23357	3/12/2012	Credit Card	USPS.com	101-268-729.00	4.90	x	
	23357	3/12/2012	Credit Card	Grand Trav Resort	517-252-860.00	436.20	x	
	23357	3/12/2012	Credit Card	Mackinaw Brewing Co	101-141-860.00	35.34	x	
	23357	3/12/2012	Credit Card	Eurostop Deli Cafe	101-141-860.00	22.15	x	
	23357	3/12/2012	Credit Card	Legacy Publishing	296-667-801.02	238.00	x	
	23357	3/12/2012	Credit Card	Eurostop Deli Cafe	101-141-860.00	13.25	x	
	23357	3/12/2012	Credit Card	Park Place Hotel	101-141-860.00	294.21	x	
	23357	3/12/2012	Credit Card	Barnes & Noble	296-663-727.00	23.01	x	
	23357	3/12/2012	Credit Card	USPS.com	101-268-729.00	4.90	x	
	23357	3/12/2012	Credit Card	USPS Postal	101-268-729.00	55.55	x	
	23357	3/12/2012	Credit Card	USPS.com	101-268-729.00	4.90	x	
	23357	3/12/2012	Credit Card	USPS.com	101-268-729.00	4.90	x	
	23357	3/12/2012	Credit Card	FS SoftDivshareWare	101-103-970.07	29.95	x	
	23357	3/12/2012	Credit Card	USPS.com	101-268-729.00	4.90	x	
	23357	3/12/2012	Credit Card	USPS.com	101-268-729.00	4.90	x	
	23357	3/12/2012	Credit Card	DRI Printkey-PRO	101-253-931.00	39.90	x	
	23465	3/12/2012	Credit Card	Holiday	101-301-742.00	46.48	x	
	23465	3/12/2012	Credit Card	PO# 02623 ICS	101-301-770.00	618.97	x	
	23465	3/12/2012	Credit Card	Paypal	264-363-881.00	275.00	x	
	23465	3/12/2012	Credit Card	Crystall Mtn Lodging	101-301-860.00	139.23	x	
	23465	3/12/2012	Credit Card	Sokaogon Chippewa QPS	101-301-860.00	2.88	x	
	23465	3/12/2012	Credit Card	Holiday Superstore	101-301-742.00	23.89	x	
	23465	3/12/2012	Credit Card	Superior Touchless	101-301-981.00	8.00	x	
	23465	3/12/2012	Credit Card	Island Oasis QPS	101-301-742.00	30.00	x	
	23465	3/12/2012	Credit Card	Shell Oil	101-301-742.00	22.00	x	
	23465	3/12/2012	Credit Card	Shell Oil	101-301-742.00	40.00	x	
	23465	3/12/2012	Credit Card	Shell Oil	101-301-860.00	46.09	x	
	23465	3/12/2012	Credit Card	Holiday	282-302-881.00	33.92	x	
	23465	3/12/2012	Credit Card	Shell Oil	205-315-860.00	33.75	x	
	23465	3/12/2012	Credit Card	Salute Inc.	205-315-860.00	37.13	x	
	23465	3/12/2012	Credit Card	Speedway	282-302-881.00	50.08	x	
	23465	3/12/2012	Credit Card	Shell Oil	205-315-860.00	11.89	x	
	23465	3/12/2012	Credit Card	Marriott Hotels	205-315-860.00	177.12	x	
	23465	3/12/2012	Credit Card	Marriott Hotels	205-315-860.00	160.00	x	
	23465	3/12/2012	Credit Card	Wingate Inn	282-302-881.00	251.97	x	
	23465	3/12/2012	Credit Card	Wingate Inn	205-315-860.00	14.40	x	
	23465	3/12/2012	Credit Card	Shell Oil	282-302-881.00	47.25	x	
	23465	3/12/2012	Credit Card	Superior Touchless	101-301-981.00	8.00	x	
	23465	3/12/2012	Credit Card	Pack N Ship	101-301-755.00	26.86	x	
	23465	3/12/2012	Credit Card	PO# 2624 Public Agency Trng	205-315-881.03	500.00	x	



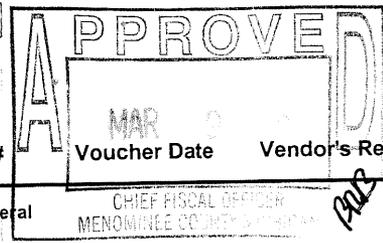
MENOMINEE COUNTY
Claims Audit Report

Vendor Name	Vcher#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General								
Mastercard								\$4,801.07
	23465	3/12/2012		Superior Touchless	101-301-981.00	8.00	x	
	23465	3/12/2012		Wahlstrom's Restaurant	101-301-860.00	17.46	x	
	23465	3/12/2012		Superior Touchless	101-301-981.00	7.00	x	
	23465	3/12/2012		Jimmy John's	101-301-860.00	15.29	x	
	23465	3/12/2012		LexisNexis Risk Mgt	101-301-727.00	50.00	x	
	23465	3/12/2012		Intelius	101-301-727.00	19.95	x	
	23465	3/12/2012		Holiday Inn Of Marquette	101-301-860.00	68.90	x	
	23465	3/12/2012		Crystal Mtn Lodging	101-301-860.00	84.24	x	
	23465	3/12/2012		Cedar River Plaza	101-301-742.00	48.00	x	
	23465	3/12/2012		Kendall Hunt Publishing	264-363-881.00	72.54	x	
	23465	3/12/2012		Superior Touchless	101-301-981.00	8.00	x	
	23465	3/12/2012		Ramanda Inn of Marquette	264-363-881.00	344.50	x	
								\$409.29
Menards - Marinette								
	23338	3/16/2012	17916	Credit Memo	101-265-755.00	-18.99		
	23339	3/16/2012	17838	Fixture Mount (x2)	101-265-755.00	28.91		
	23340	3/14/2012	17342	Building & Ground Supplies	101-265-755.00	335.00		
	23341	3/16/2012	17835	Credit Memo	101-265-755.00	-27.98		
	23342	3/16/2012	17926	Tri-Tap	101-265-755.00	22.95		
	23343	3/2/2012	14694	Credit Memo	101-265-755.00	-75.94		
	23450	3/21/2012	18976	Building & Grounds Supplies	101-265-755.00	145.34		
								\$595.25
MENOMINEE ANIMAL SHELTER								
	23452	3/23/2012	1202	February 2012 Impounding	101-601-958.00	119.05		
	23453	3/23/2012	1201	January 2012 Impounding	101-601-958.00	476.20		
								\$226.00
MENOMINEE MEDICAL CLINIC								
	23394	2/28/2012	4437 10	Inmate Medical	101-301-770.01	226.00		
								\$231.26
MILLERS ACTION OFFICE SUPPLY I								
	23350	3/6/2012	084154	3 Ring Binders	266-325-728.01	170.00		
	23350	3/6/2012	084154	3 Ring Binders	266-325-727.00	31.27		
	23434	3/19/2012	084424	Storage Box	101-132-727.00	29.99		
								\$184.27
Naser Propane Company, Inc.								
	23351	2/3/2012	85372	Propane	266-325-934.00	184.27		
								\$24.01
Nault, Tamra								
	23459	3/28/2012		Reimbursement Meals	266-326-881.00	24.01		
								\$71.71
NESTEGG MARINE								
	23400	3/16/2012	80130	Marine Battery - Test & Installation	101-331-755.00	71.71		
								\$19.50
NORTHPOINTE BEHAVIORAL								
	23352	3/12/2012		Medical Records Copying & Releasing Records - Klingar	101-136-807.00	19.50		
								\$142.24
Pan-O-Gold Baking Co.								
	23390	3/6/2012	00040683206606	Inmate Groceries	101-301-770.00	47.74		
	23391	2/7/2012	040683203807	Inmate Groceries	101-301-770.00	44.80		
	23392	3/13/2012	00040683207307	Inmate Groceries	101-301-770.00	49.70		
								\$86.20
Poupore Collision & Towing								
	23403	3/9/2012	494	2011 Chevy Impala - Oil Change & Filte	205-315-934.02	28.25		
	23404	3/9/2012	493	2009 Chevy Tahoe - Oil Change/Filter/A	205-315-934.02	57.95		
								\$137.12
Quill Corporation								
	23333	3/12/2012	1750456	P.A.'s Office	101-267-727.00	137.12		



MENOMINEE COUNTY
Claims Audit Report

Vendor Name	Vch#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General								
Randall Phillipps								\$87.50
23362		3/21/2012	20-13175-DS	Court Appointed Legal - Walters	101-131-807.00	37.50		
23429		3/26/2012	2008-12351-DS	Court Appointed Legal - Sithamat	101-131-807.00	50.00		
REDWOOD TOXICOLOGY LABORATORY								
23356		2/29/2012	00718420122	Drug Testing	101-136-727.00	8.75		\$98.75
23440		3/20/2012	00719820122	Drug Test Results	296-668-835.00	90.00		
REMY Battery Co., Inc.								
23375		3/15/2012	5140942	Sealed Lead Acid Battery (x2)	266-325-934.00	31.64		\$31.64
Riverside Chevrolet								
23402		3/1/2012	5029985 1	Service for 5501 & 5505 Keys	205-315-934.02	59.90		\$59.90
Salfai, Sharon								
23359		3/23/2012	11-13857-PH	Transcript Fee - Stacey/Scott	101-267-806.00	28.70		\$28.70
Short, Mary Kay								
23372		3/21/2012	M11-3417-FH	Transcripts (People vs Leisner)	101-131-806.00	56.80		\$56.80
Simple Distributors, LLC								
23445		3/19/2012	9311-1	PO# 02625 5-Drawer File Cabinet	101-132-931.00	935.00		\$935.00
SimplexGrinnell								
23361		3/22/2012	75074388	Annual Fire Alarm & Sprinkler Inspectio	101-265-801.00	1,348.00		\$1,348.00
SPAN Publishing, Inc.								
23389		3/14/2012	0087423	2012 National Directory of Law Enforcer	101-301-755.00	152.10		\$152.10
Standard Insurance Company								
23376		3/26/2012	April 2012	Life Insurance	101-101-713.00	11.50		\$197.80
23376		3/26/2012	April 2012	Life Insurance	101-132-713.00	6.32		
23376		3/26/2012	April 2012	Life Insurance	101-136-713.00	11.50		
23376		3/26/2012	April 2012	Life Insurance	101-141-713.00	6.90		
23376		3/26/2012	April 2012	Life Insurance	101-148-713.00	0.58		
23376		3/26/2012	April 2012	Life Insurance	101-215-713.00	11.50		
23376		3/26/2012	April 2012	Life Insurance	101-172-713.00	4.60		
23376		3/26/2012	April 2012	Life Insurance	101-261-713.00	2.30		
23376		3/26/2012	April 2012	Life Insurance	101-267-713.00	9.20		
23376		3/26/2012	April 2012	Life Insurance	101-268-713.00	2.30		
23376		3/26/2012	April 2012	Life Insurance	101-253-713.00	6.90		
23376		3/26/2012	April 2012	Life Insurance	101-257-713.00	4.60		
23376		3/26/2012	April 2012	Life Insurance	101-265-713.00	2.30		
23376		3/26/2012	April 2012	Life Insurance	101-301-713.00	48.30		
23376		3/26/2012	April 2012	Life Insurance	101-682-713.00	2.30		
23376		3/26/2012	April 2012	Life Insurance	101-103-713.00	2.30		
23376		3/26/2012	April 2012	Life Insurance	101-426-713.00	2.30		
23376		3/26/2012	April 2012	Life Insurance	271-790-713.00	9.20		
23376		3/26/2012	April 2012	Life Insurance	296-663-713.00	2.30		
23376		3/26/2012	April 2012	Life Insurance	296-664-713.00	2.30		
23376		3/26/2012	April 2012	Life Insurance	296-665-713.00	2.30		
23376		3/26/2012	April 2012	Life Insurance	208-751-713.00	4.60		
23376		3/26/2012	April 2012	Life Insurance	205-316-713.00	2.30		
23376		3/26/2012	April 2012	Life Insurance	205-315-713.00	20.70		
23376		3/26/2012	April 2012	Life Insurance	266-325-713.00	16.10		
23376		3/26/2012	April 2012	Life Insurance	266-326-713.00	2.30		
State of Michigan - Licensing & Regulatory Affairs								
23374		3/16/2012	BLR325763	Boiler Inspection	101-265-755.00	370.00		\$370.00

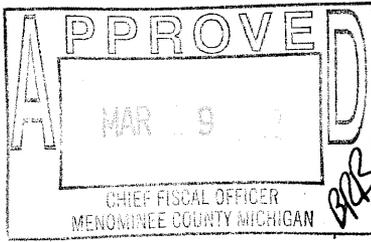


MENOMINEE COUNTY
Claims Audit Report

Vendor Name Vcher#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General							
Stellar Pizza, LLC 23443	3/26/2012	31	Pizza for Teen Court	296-667-801.02	20.00		\$20.00
TARGET INFORMATION MANAGEMENT 23377	3/23/2012	268290	District Forms	101-136-727.00	55.35		\$55.35
TC Cleaning 23393	3/14/2012	1844	Strip & Wax Hallways at Jail	101-301-770.00	472.00		\$472.00
Time Warner Cable 23447	3/21/2012	004-700185701-001	March 25 - April 24, 2012	101-103-851.01	329.95		\$329.95
Tire Trax							\$1,740.36
23405	3/15/2012	3418	Impala - Replace Left Rear Tail Lamp	205-315-934.02	121.00		
23406	1/5/2012	3195	Impala - Front Brake Pads & Rotors, Oil	205-315-934.02	323.88		
23407	1/5/2012	3196	Impala - Brake Pads/Rotors	205-315-934.02	288.88		
23408	3/26/2012	2575	Jeep - Battery & Fan Relay	205-315-934.02	126.00		
23409	1/5/2012	3268	Tahoe - Oil Chage, Tire Rotation, Right	205-315-934.02	43.60		
23410	1/3/2012	3301	Interstate Battery, Oil Change, Rotation	205-315-934.02	143.00		
23411	1/3/2012	3184	Impala - Interstate Battery	205-315-934.02	99.00		
23412	1/3/2012	3185	Impala - Oil Change & Filter	205-315-934.02	35.00		
23413	1/3/2012	3295	Oil Change & Filter	205-315-934.02	35.00		
23414	1/18/2012	3296	Impala - Oil Change & Filter	205-315-934.02	35.00		
23415	12/23/2011	3156	Impala - Oil Change & Filter	205-315-934.02	35.00		
23416	1/5/2012	3194	Impala - Oil Change & Filter	205-315-934.02	35.00		
23417	1/5/2012	3193	Oil Change & Filter	205-315-934.02	35.00		
23418	2/2/2012	3293	Oil Change & Filter	205-315-934.02	35.00		
23419	1/25/2012	3266	Oil Change & Filter	205-315-934.02	35.00		
23420	2/7/2012	3288	Oil Change & Filter	205-315-934.02	35.00		
23421	1/25/2012	3267	Oil Change & Filter	205-315-934.02	35.00		
23422	1/25/2012	3265	Chevy Truck - Oil Change & Filter	205-315-934.02	35.00		
23423	2/6/2012	3287	Oil Change & Filter	205-315-934.02	35.00		
23424	2/6/2012	3300	Oil Change & Filter	205-315-934.02	35.00		
23425	2/15/2012	3327	Tahoe - Oil Change & Filter	205-315-934.02	35.00		
23426	3/16/2012	3409	Impala - Oil Change & Filter	205-315-934.02	35.00		
23427	3/8/2012	3396	Impala - Oil Change & Filter	205-315-934.02	35.00		
23428	2/21/2012	3359	Impala - Oil Change & Filter/Fuse	205-315-934.02	35.00		
TWIN CITY ELECTRIC, Inc. 23347	3/15/2012	77797	Courtroom A - Conference Phone Use	101-103-850.00	63.00		\$63.00
U.E.S. COMPUTERS, INC. 23462	3/27/2012	35341	Install SSL Certificate for domain	101-103-857.00	60.00		\$60.00
U.S. Bank Equipment Finance 23388	3/14/2012	199046871	Konica at Sheriff's Department	101-301-727.00	66.76		\$66.76
UP 9-1-1 Authority 23369	2/17/2012	2012 Dues	PO# 02610 2012 Membership Dues	266-325-802.00	702.00		\$702.00
Waste Management 23448	3/29/2012	1342728-1856-5	April 2012	101-265-801.00	413.51		\$413.51
Wells Fargo Bank - Finance & Acct - Minneapolis 23337	3/20/2012	1/1/12 - 3/31/12	Quarterly Interest Payments	272-692-998.00	250.00		\$250.00

**MENOMINEE COUNTY
Claims Audit Report**

Vendor Name Vcher#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General							\$713.00
WEST GROUP PAYMENT CENTER							
23336	3/4/2012	824606811	February 5 - March 4, 2012	101-267-802.00	208.00	x	
23353	3/4/2012	824622268	February 5 - March 4, 2012	101-136-802.00	148.50	x	
23370	3/4/2012	824641635	February 5 - March 4, 2012	269-145-982.00	148.50	x	
23433	3/4/2012	824622267	February 5 - March 4, 2012	101-148-802.00	208.00	x	
WISCONSIN PUBLIC SERVICE CORP - P O BOX 19003							\$51.12
23449	3/20/2012	0402047856-00005	Kleinke Park Electrical	208-751-920.01	51.12		
Total Amount for Bank Account: General							<u>\$101,202.74</u>



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**

 04/04/2012
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):

Commissioner Meeting Fee Expense Form

COPY
RECEIVED

3/30/12

Name of Commissioner _____

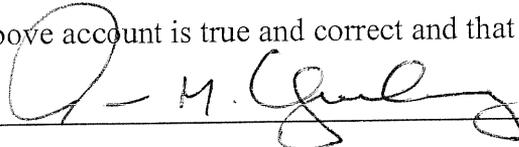
James Furlong

Menominee County Administrator

\$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
3-1-2012	MS works	50. ⁰⁰
3-9-2012	SPECIAL AIRPORT	50. ⁰⁰
3-12-2012	EXECUTIVE COMMITTEE	50. ⁰⁰
3-13-2012	MBAC	50. ⁰⁰
3-13-2012	county Board	50. ⁰⁰
3-19-2012	SPECIAL AIRPORT	50. ⁰⁰
3-20-2012	Library Board	50. ⁰⁰
3-20-2012	AIRPORT	50. ⁰⁰
3-21-2012	MBAC SPECIAL MEETING	50. ⁰⁰
3-26-2012	MAC conference	75. ⁰⁰
3-27-2012	mac conference	75. ⁰⁰
3-28-2012	mac conference	75. ⁰⁰
3-30-2012	AIRPORT PERSONNEL COMMITTEE	50. ⁰⁰
3-30-2012	county Board	50. ⁰⁰
Total Per Diem		775. 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: 

Date: 3-30-12

MENOMINEE COUNTY
BOARD OF COMMISSIONERS
REIMBURSEMENT VOUCHER

COPY
RECEIVED
3/30/12
Menominee County Administrator

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

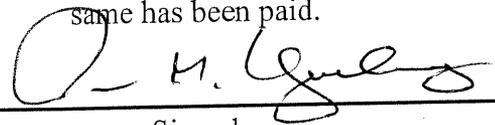
*Meals Breakfast ~ up to \$7.50
 Lunch ~ up to \$10.00
 Dinner ~ up to \$17.50

*must attach receipt for reimbursement

Name: James Furlong ~ District 2

Date	Meeting Place	# of miles	X .555/mile	Total Cost	Account Number
3-1-2012	Bscanaba	118		65.49	101-101-860.02
3-20-2012	STEPHENSON	40		22.20	101-101-860.02
3-26-2012	Breakfast, Lunch, Dinner		29.85	35.25	101-101-860.02
3-27-2012	Dinner		9.01	12.25	101-101-860.02
3-29-2012	Lunch			10.00	101-101-860.02
					101-101-860.02
			Total Mileage	136.55	
				Total Mileage Fee	144.95

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



Signed

3-30-12

Date

MENOMINEE COUNTY
BOARD OF COMMISSIONERS
REIMBURSEMENT VOUCHER

RECEIVED
4/2/12
Menominee County Administrator

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

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

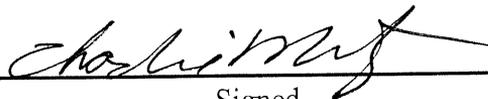
*must attach receipt for reimbursement

Name: Charlie Meintz ~ District 4

COPY

Date	Meeting Place	# of miles	X .555/mile	Total Cost	Account Number
3-13	Board Meeting	50	27.75		101-101-860.04
3-30	Board Meeting	50	27.75		101-101-860.04
					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	55.50

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



Signed

4-2-12

Date

MENOMINEE COUNTY
BOARD OF COMMISSIONERS
REIMBURSEMENT VOUCHER

RECEIVED

4/3/12

Menominee County Administrator

COPY

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
3/13/12	CBM	30			101-101-860.03
3/19/12	Airport	28			101-101-860.03
3/20/12	Airport	28			101-101-860.03
3/30/12	CBM	30			101-101-860.03
3/30/12	Airport	28			101-101-860.03
					101-101-860.03
					101-101-860.03
			Total Mileage		
				Total Mileage Fee	79.92

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



 Signed
 3/30/12

 Date

MENOMINEE COUNTY BOARD OF COMMISSIONERS DISCUSSION ITEM

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

Submitted by: **Brian Bousley**

 04/04/2012
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

MONTHLY BUILDING PERMIT REPORT

04/02/2012

PERMIT#	DATE ISSUED	OWNER	ADDRESS	TWP.	PERMIT FEE
P12646-12	02/14/12	ZINKE GREG A & DANA	CO RD 551	GOURLEY TWP.	\$155.41
Work :	2.ADDITION	ROOM ADDITION GU-27 7/5			004-027-013-20
P12645-12	02/16/12	JT MAXX LLC	18TH AVE	MENOMINEE	\$412.92
Work :	3.GARAGE	48X88 POLE @MO-33 2/7			010-033-072-40
P12647-12	02/20/12	DULAK JOSEPH	N5910 P-1 RD	MELLEN TWP.	\$128.76
Work :	3.GARAGE	24X28 GARAGE/ POLE			009-122-015-30
P12649-12	02/29/12	HAYWARD LAKE	W3555 CLUB LN	INGALLSTON	\$121.08
Work :					007-410-002-00
P12648-12	02/29/12	GARNETT JOSEPH JR &	W3849 CO RD 348	INGALLSTON	\$172.24
Work :	2.ADDITION	22X24 ROOM			007-404-002-00
P12651-12	03/15/12	KLUMB JOHN P & SUSAN C	N1273 RIVER DR	MENOMINEE	\$128.76
Work :	3.GARAGE	24X28 DETACHED			010-224-004-10
P12650-12	03/15/12	MELLEN TWP	MELLEN ELEMENTARY	MELLEN TWP.	\$200.00
Work :	12.OTHER	CHANGE OF			009-123-014-00
P12653-12	03/22/12	PETERSON	W8788 CO RD 577	FAITHORN TWP.	\$151.80
Work :	3.GARAGE	24X40 DETACHED			003-221-009-00
P12652-12	03/22/12	PETERSON RICHARD & CODY	N6931 P-1 LN	MELLEN TWP.	\$128.04
Work :	2.ADDITION	12X26 ROOM			009-104-020-00
P12655-12	03/27/12	HARRIS RICHARD &	US HWY 2&41	HARRIS TWP.	\$370.64
Work :		SINGE STORY ONE FAMILY DWELLING W/ ATTACHED			005-009-011-00
P12654-12	03/27/12	VALLE DAN &	N6612 K-1 DR	INGALLSTON	\$119.88
Work :	2.ADDITION	22X12 ROOM			007-409-010-00

Total Permits

11

Total Fees

\$2,089.53

NORTHPOINTE HEALTHCARE SYSTEMS BOARD OF DIRECTORS

Regular Monthly Meeting

MINUTES

715 Pyle Drive; Kingsford, Michigan

February 23, 2012 - 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.

<u>MEMBERS</u>	<u>Present</u>	<u>Excused</u> <u>Absent</u>	<u>Absent</u>	<u>MEMBERS</u>	<u>Present</u>	<u>Excused</u> <u>Absent</u>	<u>Absent</u>
Connors, Peggy	X			Luhtanen, Joan	X		
DeDie, William	X			Martin, Ann	X		
DeGrave, Marylee	X			Negro, Mari		X	
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, J. Pelc, L. Dionne, M. Wendt

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

PUBLIC COMMENTS - No public comments

APPROVAL OF THE AGENDA: There were no additions to the agenda

ACTION: Moved to approve the agenda as presented.

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

APPROVAL OF THE MINUTES:

There were no additions or corrections to the minutes from the regular Board of Directors meeting on January 19, 2012.

ACTION: A motion was made to dispense with reading the minutes from the January 19, 2012 regular Board of Directors meeting and approve as written.

Motion by: J. Luhtanen; supported by P. Connors. **Motion carried unanimously.**

PRESENTATION: DIVER - Deb Davis

Deb Davis, Northpointe IT Business Analyst, provided a PowerPoint presentation on DIVER data for a 5 year comparison of clients served at Northpointe and cost per client. Ms. Davis also reviewed data on the top 30 highest cost Northpointe clients; Medicaid eligibles/Medicaid-Medicare client mix; a comparison for cost of services across the region; and compared to the State of Michigan for fiscal years (FY) 2009 and 2010. Questions were addressed by Ms. Davis.

CEO REPORT

Karen Thekan stated that her February 2012 CEO Report was in Board packets; she provided the following updates and highlights:

Federal/State Activity:

- Ms. Thekan attended the winter Board Association conference and information from Lynda Zeller’s presentation was provided to Board members for their review. The Dual Eligibles public forum is now rescheduled to March 23, 2012 at Marquette General Hospital and this forum can be video tele-conferenced from all three Northpointe office sites. The Dual Eligibles plan will be released March 5 and will be sent out for review before the public forum. The Dual Eligibles plan will set the stage for the rest of the reform of the public mental health system.
- The governor’s budget is out for the next fiscal year and there are slight increases for behavioral health.
- There is legislative action for parity of autism in the private insurances and to put more money into Medicaid and MI Child for children with autism.

Regional Activity:

- The Pathways Board recently approved a new policy to reallocate Medicaid dollars to the U.P. Community Mental Health (CMH) agencies. Larry Pollack, Copper Country CMH director, will be retiring soon and Vicki Mikkola has been hired to replace him. The U.P. CMHs are involved in a State project to identify and offer

outreach/support to persons with developmental disabilities (DD) living in group homes with 5 or more beds or in a private residence. A letter will be sent out to individuals between the ages of 18-26 and 45-55 with a DD diagnosis living in a 5+ bed facility or living in their family home to see if they would like to live in a more independent living setting.

- The Board Association U.P. CMH regional board member forum will be held in Sault Ste. Marie, Michigan on September 11 and 12. The Board Association is asking for feedback on what presentations individuals would like to see presented at this forum.
- At the Board Association winter conference regional meeting officer nominations recommended were: Don Johnson for Secretary, Ed Woods for president, and Stephen Taub for first vice-president. John Basse is on the executive board with Lisa Hinkson as the alternate.

Local Activity:

- There have been a large number of consumers and staff with respiratory and influenza illnesses and a couple of group homes were on an informal quarantine. Staff have been working overtime and double shifts because of other staff being sick and Ms. Thekan stated that she wanted to recognize staff for going above and beyond during the last month.
- There are two Northpointe staff being deployed to Afghanistan: Jesse Gendron a case manager in Kingsford and Tim Ellison who works at Belgium Pointe. We wish them a safe return.

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 \$1,309,741.73 was reviewed and recommended for Board approval.

ACTION: A motion was made by C. Spence, supported by M. Hofer to approve the check disbursement report for bills paid in the amount of \$1,309,741.73 as presented.

ROLL CALL VOTE:

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

Motion carried unanimously.

2. **ISSUE:** Review Financial Report – January 2012

The committee reviewed the January 2012 financial report and recommended for Board approval.

ACTION: A motion was made by C. Spence, supported by M. Hofer to approve the January 2012 financial report.

ROLL CALL VOTE:

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

Motion carried unanimously.

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

The committee reviewed the following contracts and recommended for Board approval.

#	Name of Contract	Purpose of Contract	Date of Contract	Old Rate	New Rate	Change
A.	Berkley Court	Specialized Residential	3/1/12-2/28/13	\$145/day	\$145/day	n/a
This is a renewal agreement for one person placed in Livonia.						
B.	Case Mgt. of	Case Mgt.	3/1/12-	T1017-CM \$100.00/Mo	T1017CM-	3% inc.

	Michigan	and Psych. Services	2/28/13	90806-Indiv. Therapy \$55.00/hr. 90853-Grp.Th. \$39.00/event H0032-Serv.Rev. \$45.00/Enc. H0032-IPOS Dev. \$55.00 90862-Med. Rev.\$75.00 T1002-Health Svs. \$30/Enc. T1001-HealthAsst. \$45.00/hr. 90772-Med.Admin. \$15.00/Enc. H0031-Psych.Asst. \$175/Enc. S9484-Crises Int. \$25.00/30 min.	\$103.00/Mo 90806-Indiv. Therapy\$56.65/hr. 90853-Grp. Th.\$40.17/event H0032-Serv. Rev.\$46.65/Enc. H0032-IPOSDev. \$56.65 Per Discipline-3 disciplines annual 90862-Med.Rev. \$77.25 T1002-Health Svs.\$30.90/Enc. T1001-Health Asst. \$46.65/hr. 90772-Med. Admin.\$15.45/ Enc. H0031-Psych. Asst.\$180.00/Enc. S9484-Crises Int. \$25.00/30 min.	
This is a renewal agreement for case management and psychiatric services to consumers placed downstate.						
C.	Birchwood AFC	Specialized Residential	1/1/12-12/31/12	\$58.30 w/o day program \$52.80 w/ day program	\$73.00 w/o day program \$70.00 w/day program.	Inc. of \$14.70/day
This is an addendum to the contract for specialized residential due to the increase medical care needs for one consumer.						
D.	Trico Opportunities	Vocational Assessment	1/25/12-9/30/12	n/a	\$200/encounter	n/a
This is an addendum to the current contract to add the Vocational Assessment service. Typically this service is funded through MRS but this particular consumer does not qualify for MRS services.						
E.	Adult Learning Systems	Specialized Residential	1/26/12-7/26/12	n/a	\$185.11/day	n/a
This is a new agreement with ALS for specialized residential for one consumer in the Spring St. home in Marquette.						
F.	St Jude's AFC	Specialized Residential	3/9/12-3/8/13	\$56.23/day	\$56.23/day	n/a
This is a renewal to our agreement for specialized residential services for one consumer living in Escanaba. This consumer requires supervision in the community at all times.						

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

ROLL CALL

MEMBERS

	<u>YES</u>	<u>NO</u>
Connors, Peggy	X	
DeDie, William	X	
DeGrave, Marylee	X	
Erickson, Peggy	X	
Hofer, Millie	X	
Lang, Bernie	X	

MEMBERS

	<u>YES</u>	<u>NO</u>
Luhtanen, Joan	X	
Martin, Ann	X	
Negro, Mari		
Raether, Karen	X	
Plumley, Robert	X	
Spence, Christine	X	

Motion carried unanimously.

4. Miscellaneous

- An addendum to the contract will be signed with the State because there were some minor language changes.

PLANNING COMMITTEE MEETING REPORT - J. Luhtanen

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

1. **ISSUE:** Review Applications and Appoint Members to Northpointe Recipient Rights Advisory Committee
Joan Luhtanen stated that there are three openings on the Northpointe Recipient Rights Advisory Committee, three applications were received, and all of these applicants are asking to be reappointed to the committee.
ACTION: A motion was made by J. Luhtanen, supported by M. DeGrave to approve the reappointments of Ceil Atanasoff, William Bouchard, and Loren Veesser to the Northpointe Recipient Rights Advisory Committee.
Motion carried unanimously.
2. **ISSUE:** Final FY 2010-11 Outcomes Report
The final FY 2010-11 Outcomes Report was reviewed by Lisa Dionne. Board members discussed in length the IPOS performance indicator continually not being met over the last year. Karen Thekan stated that this issue is continually addressed by clinical supervisors with clinicians. Miscellaneous questions were addressed by Ms. Thekan and Lisa Dionne.
ACTION: Information
3. **ISSUE:** Draft-Board Orientation Manual
A draft Board orientation manual was provided to all Board members for their review.
ACTION: After reviewing this orientation manual if anyone has additional input for changes/additions please let Karen Thekan or Mary Wendt know within the next two weeks.
4. **Miscellaneous**
 - Stakeholder Committee Meeting Report
The Stakeholder Committee meeting was held on February 7, 2012 at the Kingsford office. Lisa Dionne stated that the presentation at this meeting was provided by Fran McKay, Menominee Peer Support Specialist, on anti-stigma which generated a lot of discussion with committee members. Ms. Dionne also stated that Ms. McKay did a very good job on her presentation.
 - Joan Luhtanen stated that she had asked what the status was on providing an exercise group at the YMCA for consumers. Karen Thekan stated that Theresa Harvey and Connie Smith are in the process of putting together a health and wellness package which will include classes at the YMCA for consumers.

PERSONNEL COMMITTEE MEETING REPORT - B. Lang

Mr. Lang highlighted the following from the Personnel Committee Meeting that was held on February 23, 2012:

1. **ISSUE:** Benefits Discussion
Additional information on Northpointe staff benefits, retirement comparisons, and wage scales were further discussed.
ACTION: Ongoing Discussion
2. **ISSUE:** Defined Contribution Request for Proposal (RFP) Personnel Committee Representative
A Personnel Committee representative is needed on the review panel for the defined contribution RFPs.
ACTION: Peggy Erickson volunteered to be on the review panel for the defined contribution RFPs.
3. **ISSUE:** Clinical Provider Recruitment and Retention Plan
A draft of the Northpointe Clinical Provider Recruitment and Retention Plan was provided for review.
ACTION: This draft plan will be further reviewed for additional input at the March Personnel Committee meeting.
4. **ISSUE:** Demo of the Performance, Recognition and Review (PRR) Program
ACTION: This agenda item was tabled due to time constraints
5. **Miscellaneous**
 - A Personnel Committee meeting is scheduled for Thursday, March 15, 2012 at 3:00 p.m.

CHAIRPERSONS REPORT

Karen Raether stated there is no chairperson report this month.

OLD BUSINESS - No old business

NEW BUSINESS - No new business

BOARD PREROGATIVE/AMBASSADOR MOMENT

- Joan Luhtanen stated she wanted to provide a big Thank You to the wonderful Northpointe staff for all of their excellent care and help they provide for her son and other Northpointe consumers.

PUBLIC COMMENTS – No public comments

ADJOURNMENT

Chairperson Raether stated the meeting adjourned. Meeting adjourned at 5:45 p.m.

The next regular monthly Board meeting is scheduled for March 22, 2012 in Kingsford, Michigan at 4:00 p.m.

Karen Raether, Chairperson

Peggy Connors, Secretary

Mary Wendt, Board Secretary

K. McNeely called the regular meeting of the Menominee County Library Board to order at 11:00 AM on Tuesday, February 21, 2012.

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

K. McNeely turned the meeting over to P. Cheski at 11:01 AM to begin the reorganization meeting.

P. Cheski opened the floor for nominations for Library Board President.

J. Bejgrowicz nominated K. McNeely for President, seconded by J. Freis.
C. Peterson nominated J. Bejgrowicz for President, seconded by K. Bates.
As there were no other nominations for president, nominations were closed.

Roll call vote was taken to elect K. McNeely for President. K. Bates—Yes, J. Bejgrowicz—Yes, J. Freis—Yes, K. McNeely—Yes, C. Peterson—No. Motion carried to elect K. McNeely as President.

P. Cheski turned the meeting over to K. McNeely at 11:03 AM

K. McNeely opened the floor for nominations for Vice President.

C. Peterson nominated J. Bejgrowicz for Vice President, seconded by J. Freis.
As there were no other nominations for Vice President, nominations were closed.

C. Peterson moved to elect J. Bejgrowicz as Vice President. Seconded by J. Freis, motion carried.

After discussion, J. Bejgrowicz moved to hold board meetings at 11:00 AM on the third Tuesday of the month through February 2013. Seconded by C. Peterson, motion carried. All meetings will be held in Stephenson, unless a meeting at the Hermansville Branch Library is specifically requested by Hermansville residents.

After the by-laws were reviewed, J. Bejgrowicz moved to keep the by-laws as they currently stand. Seconded by J. Freis, motion carried.

C. Peterson moved to adjourn the reorganization meeting and resume the regular board meeting at 11:09 AM. Seconded by J. Bejgrowicz, motion carried.

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

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

J. Freis moved to approve the minutes from the January 17, 2012 meeting. Seconded by C. Peterson, motion carried.

J. Bejgrowicz moved to approve the January financial reports. Seconded by K. Bates, motion carried.

C. Peterson moved to pay the February bills. Seconded by J. Freis, motion carried.

In order to avoid late payment charges, C. Peterson moved to authorize P. Cheski to pay utility, telephone, and other bills prior to each monthly meeting. Seconded by J. Bejgrowicz, motion carried.

Director's Report:

- A. The monthly circulation stat comparisons are in the board packets.
- B. The Friends next regular meeting will be on Thursday, February 21, 2012 at 3:00 PM. They will be sponsoring Gordon Russ, a magician, for the summer reading wrap-up program on Thursday, July 12. The Stephenson Township officials are again letting us use their hall for summer reading.

The Friends will be holding a Pajama StoryTime Party at the library on Thursday, March 8. National Honor Society students from Stephenson High School will be reading stories to the children.

- C. On February 16, Sally and Ann participated in the summer reading workshop presented by the Nicolet Federated Library System in Green Bay. They both brought back craft ideas and recommended books to use in our summer reading program.
- D. The bookmobile shelves are falling apart due to the shelf pins shearing off. We have contacted Matthews Specialty Vehicles to see if the pins are still available to purchase.
- E. We will be participating in the Park & Read program again this year. The program has been expanded to include some museums in Michigan. The program runs from April 1 through October 1, however passes will continue to be honored through December 31 each year.
- F. Kimberly Galica, an N.W.T.C. student, inquired about doing an internship at the library. We referred her to the M.S.U. extension office, as her course requires more routine office work than we have available at the library.

Old Business:

- A. Library Board New Member and Liaison Appointments – We received official notification of both appointments from the Administrator's Office.
- B. The Great Start Resource open house was very successful and over 40 items were circulated that Friday.

New Business:

- A. Gift Policy -- After discussion, C. Peterson moved to approve the gift policy. Seconded by J. Freis, motion carried.
- B. Bookmobile Designation of Funds from FY 2010-2011 – After the auditors have finalized the county's year-end figures, we should discuss an amount we would like the County Board to designate toward the bookmobile replacement fund.

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

Public Participation: Commissioner Furlong informed the board that the county commissioners now have county email accounts.

As there was no further business, J. Bejgrowicz moved to adjourn the meeting. Seconded by J. Freis, motion carried. The meeting adjourned at 11:27 AM.

MINUTES

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

Personnel Committee, 2/27/2012
No earlier than 11:00 a.m.

MEMBERS PRESENT: James Furlong, Nick Lakari, James Pearson
MEMBERS EXCUSED: None
OTHERS PRESENT: Menominee County Administrator Brian Bousley, Airport Lineman Jeff LaFleur

1. Call to order

Menominee County Administrator Brian Bousley called the meeting to order.

2. Pledge of Allegiance

3. Roll call

4. Approve/amend agenda

Motion (Pearson/Furlong) to approve the agenda. Vote – unanimous. Motion carried.

5. Approve/amend minutes of November 30, 2011

Motion (Furlong/Lakari) to approve the minutes of November 30, 2011. Vote – unanimous. Motion carried.

6. Elect Chair

Commissioner Pearson nominated Nick Lakari to serve as Chair.

Motion (Furlong) to close nominations and cast a unanimous ballot to elect Nick Lakari as Chair. Vote – unanimous. Motion carried.

7. Elect Vice-Chair

Commissioner Furlong nominated Jim Pearson to serve as Vice-Chair.

Motion (Furlong) to close nominations and cast a unanimous ballot to elect Jim Pearson as Vice-Chair. Vote – unanimous. Motion carried.

8. Elect Secretary

Commissioner Pearson nominated James Furlong to serve as Secretary.

Motion (Pearson) to close nominations and cast a unanimous ballot to elect James Furlong as Secretary. Vote – unanimous. Motion carried.

9. Public Comment

None

10. Discuss/consider recommendation from Job Description Committee to approve the job description for the part time airport manager's position, action if any

Chair Lakari explained changes the Job Description Committee made to the job description.

11. Discuss/consider recommending approval of the job description for the part time airport manager's position to the full Twin County Airport Commission, action if any

Motion (Pearson/Furlong) to recommend approval of the job description to the full Twin County Airport Commission. Vote – unanimous. Motion carried.

12. Discuss/consider revision of September 21, 2011 Personnel Committee minutes, action if any

Commissioner Pearson explained that the correction Mr. Hartz asked to be placed on the September 21, 2011 meeting actually took place at another meeting.

Motion (Pearson/Furlong) to amend the minutes of September 21, 2011 by removing the addition at the end of the minutes. Vote – unanimous. Motion carried.

13. Public Comment

None

14. Future agenda items

Review Lineman Job Description
Review Work Rules

15. Schedule next meeting

The next meeting is scheduled for Friday, March 30th at 3:00 p.m.

16. Adjourn

Motion (Furlong/Pearson) to adjourn at 11:30 a.m.. Vote – unanimous. Motion carried.

Respectfully submitted,
Gina K. Teeple
Marinette County Administrative Secretary

Date approved/corrected:

**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: February 28, 2012

The regular meeting of the Menominee County Department of Human Services Board was called to order by Michael Kaufman, Board Chair at 9:00 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: Bernie Lang, Menominee County Board of Commissioners; Mark Kwarciany, 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 January 31, 2012 MINUTES:

Minutes of the January 31, 2012 Board Meeting were reviewed. A motion to accept the minutes was made by Peggy Bastien and seconded by Mary Bradley. Motion passed without opposition.

FINANCIAL REPORT:

The financial report for January 2012 was reviewed. There was \$150.00 in expenditures for DHS Board meeting attendance and \$161.00 in expenditures for MCSSA District One Meeting attendance; leaving a balance of \$8,339.00.

It was noted that Board Member Bastien forgot to submit charges for mileage to the MCSSA District One meeting – those charges will be reimbursed on the February voucher.

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 April 11, 2012, in Marquette at the Ramada Inn.

There will be an MCSSA Legislative Conference on March 13th through March 15, 2012 in Lansing, MI at the Radisson Hotel. None of the Menominee County DHS Board members will be attending.

Statewide Director's Meeting Information: Mr. Sexton went over his notes from the February Statewide Director's phone conference.

Collaborative Issues: No new information.

Business Plan Update: Mr. Sexton related that a new business plan is being worked on and when that is finished he will go over it with the board. Mr. Sexton related that he continues to work off of the Strategic Plan, the Modified Settlement Agreement and the Federal Child and Family Services Review along with other various goals and priorities to monitor how his counties are performing.

Miscellaneous: There was continued discussion regarding the Pinecrest Medicaid billing situation as well as the proposed Pinecrest MARA (DHS Eligibility Specialist) worker.

Board Member Input/Suggestions: The Board Members provided a variety of input, which was very much appreciated by Mr. Sexton.

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. Mark Kwarciany, Family Independence Manager, provided to the board a report and statistical information pertaining to his Assistance Payments unit.

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

BOARD BUSINESS:

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

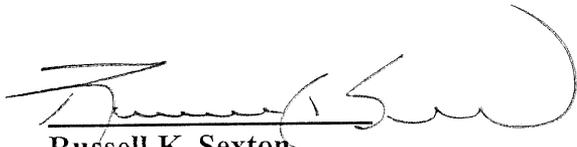
NEW BUSINESS: No new business presented.

PUBLIC COMMENT: Mr. Lang, Menominee County Board of Commissioners, discussed the new Estate Recovery Law and a specific complaint generated as a result of that law.

Board Member Bastien had talked with the same complainant and was able to guide the complainant through the process and assist complainant in getting their issue resolved to the satisfaction of complainant.

NEXT MEETING: March 27, 2012 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 9:36 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