

"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 ~ May 22, 2012 @ 5:30 p.m. CDT
at the Menominee County Courthouse, Courtroom B

AGENDA

- A. Call to Order
 - B. Pledge of Allegiance
 - C. Roll Call
 - D. Approval of the Agenda
 - E. Approval of Previous Minutes
 CB – May 8, 2012
 - F. Public Comment (*Statements, not debate, limited to 5 minutes per person on agenda items only*)
 - G. Presentations (*limited to twenty minutes*)
 - H. Department Head/Elected Officials Reports (*limited to ten minutes*)
 - I. Action Items
1. Moved by _____ seconded by _____ to approve payment in the amount of \$22,290.96 to the Menominee County Road Commission for invoices submitted by Mellen Township for work completed in the 3 way road program project. Funds to be disbursed from account #401-446-970.00 (3-way Road Expenses)
 2. Moved by _____ seconded by _____ to approve a full page Menominee County advertisement by Boyle Design Group in the amount of \$1,500 to be placed in the 2012/2013 Marinette/Menominee Regional Guide. Funds to be disbursed from acct. #101-103-802.00 (Memberships/subscriptions)
 3. Moved by _____ seconded by _____ to appoint Carol Quist to the Menominee County Fair board for a term to expire on 1/31/2014. (only one application received)
 4. Moved by _____ seconded by _____ to appoint Jim Ranta to the Building Code Construction Board of Appeals for a term to expire on 1/31/2014. (Only one application received).
 5. Moved by _____ seconded by _____ to approve Miscellaneous Bills as paid on April 26 & May 3, 2012 in the amount of \$193,400.78.

James Furlong - Chairperson

Charlie Meintz - Vice Chairperson

Bernie Lang

Mark Jasper

Jim Pearson

6. Moved by _____ seconded by _____ to approve Commissioner Per Diems and expenses as recently submitted for payment.

7. 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. DMG recommendation – Carol Rye-Lindberg

2. Building and Grounds/Park Items:

a. Parks pit toilet & septic tank pumping – request bids

3. Miscellaneous Items:

a. MSHDA (MI State Housing Development Authority) – award bid

4. Finance Items

a. 3-Way Road Program – Invoices for in Ingallston, Daggett, Faithorn & Cedarville townships.

b. Medical Examiner Contract

c. Budget Timeline

d. Miscellaneous Bills as paid on May 7, 10 & 16, 2012 in the amount of \$155,784.41

e. Commissioner Per Diems and Expenses

K. Misc. Boards/Committees/Commissions Reports

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

M. Commissioner Comment

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

Individuals attending closed session:

O. Moved by _____ seconded by _____ to return to open session at _____ pm.

P. Any other items members may wish to present

Q. Adjourn

May 8, 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, 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, Jasper, Lang, Meintz, Pearson

Absent: None

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

Moved by Com. Pearson, seconded by Com. Lang to approve the minutes from the April 24, 2012 Regular County Board Meeting. Motion was approved 5-0.

Chairman Furlong called for public comment.

Public Comment: None

Presentations:

-Leslie Serletic & Mick Lawler from Aquila Resources & Hubbay – Update on the status of the proposed mine in Lake Township.

Department Head/Elected Officials Reports:

-Diane Lesperance – PII/T impact on communities

Moved by Com. Jasper, seconded by Com. Meintz to approve Resolution 2012-07 ~ Menominee County Deficit Elimination Plan for FY ending September 30, 2011. Re-monumentation (\$16,217) and State-Special Child Care (\$14,424). Motion was approved 5-0. (Attachment A).

Moved by Com. Lang, seconded by Com. Jasper to approve a bid from Barley Trucking and Excavating Inc. in the amount of \$11,776.87 for the “excavation” for the Shakey lakes bathhouse project. Funds to be disbursed from account # 101-103-970.06 (other legislative, capital outlay) &/or 220-752-970.01 (Park Improvement fund). Motion was approved 5-0.

Moved by Com. Meintz, seconded by Com. Pearson to approve a bid from Alfredson Brothers Construction Co. in the amount of \$123,000 for the “building” for the Shakey lakes bathhouse project. Funds to be disbursed from account # 101-103-970.06 (other legislative, capital outlay) &/or 220-752-970.01 (Park Improvement fund). Motion was approved 5-0.

Moved Com. Meintz, seconded by Com. Jasper to approve a bid from Billy Electric in the amount of \$13,300 for the “electrical” for the Shakey lakes bathhouse project. Funds to be disbursed from account # 101-103-970.06 (other legislative, capital outlay) &/or 220-752-970.01 (Park Improvement fund). Motion was approved 5-0.

Moved by Com. Meintz, seconded by Com. Pearson to approve a bid from Valley Mechanical Inc. in the amount of \$51,999 for the “plumbing” for the Shakey lakes bathhouse project. Funds to be disbursed from account # 101-103-970.06 (other legislative, capital outlay) &/or 220-752-970.01 (Park Improvement fund). Motion was approved 5-0.

Moved by Com. Pearson, seconded by Com. Lang to approve 17 budget amendments for FY 2011-12 as discussed at the 4/30/12 finance committee meeting and forwarded to the County board for approval. Motion was approved 5-0.

Moved by Com. Pearson, seconded by Com. Jasper to approve Miscellaneous Bills as paid on April 11 & 13, 2012 in the amount of \$221,833.76. Motion was approved 5-0.

Moved by Com. Meintz, seconded by Com. Lang to place miscellaneous boards/committees/commission reports on file in the office of the County Clerk. Motion was approved 5-0.

New Business (discussion only)

Personnel Items:

- a. None

Building and Grounds/Parks Items:

- a. None

Miscellaneous Items:

- a. Resolution in support of the mining industry – The Back Forty Joint Venture has submitted an “example” resolution for the County Board to consider approving. Brian Bousley read the proposed resolution to the board. Com. Meintz asked a few questions regarding a similar resolution that was passed in Delta and Dickinson Counties regarding mining in Menominee County. He is not in favor of this resolution. Com. Lang does not agree with this resolution. Com. Pearson believes there is no substantive meaning to this resolution. He would like to hear from the townships involved before the county board makes a decision. Com. Jasper does not want to see it moved forward. Com. Furlong agrees there is no significant reason the county board needs to approve this. The State handles the permitting process. Com. Furlong also asked if the resolution is needed for the permitting process? The consensus of the board is to table this resolution for more information.
- b. Regional Guide Advertisement – Cindy Boyle would like the County Board to consider approving another advertisement in the Marinette/Menominee Regional Guide. The consensus of the board is to move this item forward to the next meeting for approval.

Finance Items:

- a. 3-Way Road Program – invoices for Mellen Township projects completed. – The County Road Commission has done the 3 way road program work for Mellen township and has submitted the invoices for payment. County Board to discuss and approve payment. The consensus of the board is to move this item forward to the next meeting for approval.
- b. Digital Recording System – Courtrooms and chambers. – At the last county board meeting consensus of the board was to go out for bids for the Digital Recording Equipment. After more research, this is the only company that has the approval from the state to use/interface with JIS. Delta County did not go out for bids to the general public due to this fact. Brian explained that he would like to proceed without the bidding process. Com. Furlong stated that he should consult Prosecuting Attorney Dan Hass to see if this would be allowed given our bylaws. Brian stated that there was a stipulation in the bylaws for this. Com. Meintz and Com. Furlong both stated that they still feel it should go out for bids. Com. Pearson asked if

- the recording equipment and software could be bid separately. The consensus of the board is to still go out for bids.
- c. Miscellaneous Bills as paid on April 26 & May 3, 2012 in the amount of \$193,400.78 - The consensus of the board is to move this item forward to the next meeting for approval.
 - d. Commissioner Per Diems and expenses - The consensus of the board is to move this item forward to the next meeting for approval.

Misc. Boards/Committees/Commissions Reports:

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

Chairman Furlong called for public comment

Public Comment:

- Charlene Petersen – Thanks the board for not passing the resolution supporting the mine. Believes there was an April 2003 Menominee County resolution passed banning sulfide mining in Menominee County. The Shakey Lakes Bath House project. The Planning Commission has been making great strides working on the five year plan.
- Bob Desjarlais – Mining resolution, and 3 Way Road work in Lake Township.
- Marla Tuinstra – Mining resolution.

Commissioner Comment:

- Com. Meintz – PILT, How much money the mine would pay the State of Michigan for use of their property.
- Com. Lang – Delta/Menominee Health Board, Environmental Specialist Position who is now the Director. The State is saying that he does not have the credentials.
- Com. Jasper – Stated that the director is doing an excellent job.
- Com. Pearson – Asked Brian for an update on “going wireless.” Brian stated that it is in the next budget.

Any other items members may wish to present:

- Com. Meintz – Would still like to pursue going after the State of Michigan for not payment of PILT.
- Com. Furlong – Asked Brian if Dan Hass was looking into other options, to make the State pay?
- Com. Lang – Marquette County agreed to sue the State of Michigan for unfunded mandates.
- Brian Bousley – will have a meeting on next Friday with the other U.P. Administrators.

Moved by Com. Meintz, seconded by Com. Jasper to adjourn at 7:35 p.m. Motion was approved 5-0.

James Furlong, Chairman

Marc Kleiman, County Clerk

MENOMINEE COUNTY BOARD OF COMMISSIONERS PRESENTATION ITEM

SUBJECT:	Donation to the K9 account – GFWC Menominee Women’s Club
DEPARTMENT:	Administration
ATTACHMENTS:	No
SUMMARY:	
Ruby Ivens will present the Sheriff with a monetary donation to the K-9 unit account.	
RECOMMENDED MOTION	

Submitted by: **Brian Bousley**

 05/17/2012
Date

WORKSHOP ACTION

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

COUNTY BOARD ACTION

DATE:

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

COMMISSIONERS:

WILLIAM ANDERSON
POWERS, MI 49874

ROGER BETZINGER
DAGGETT, MI 49821

ANTHONY KAKUK
DAGGETT, MI 49821



MENOMINEE COUNTY
BOARD OF COUNTY ROAD COMMISSIONERS

P. O. BOX 527 • STEPHENSON, MICHIGAN 49887 • 877-867-9444 or 906-753-6914

FAX 906-753-4319

COPY

DARRELL W. MOILANEN
ENGINEER-MANAGER

LISA K. SAVORD
FINANCE DIRECTOR / CLERK

TRANSMITTAL

Date: April 30, 2012

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

From: Darrell W. Moilanen, Engineer-Manager, P.E. *DWM*
Menominee County Road Commission

Subject: Three Way Funding Invoice

Brian,

Enclosed is an invoice being submitted by the Menominee County Road Commission for the three way program work done in Mellen Township.

All of the funds allocated under the three way program for Mellen Township have been spent. Please remit payment to the **Menominee County Road Commission**.

Darrell

Menominee County Road Commission

INVOICE

P.O. Box 527
Stephenson MI 49887
Phone (906) 753-6914

Fax (906) 753-4319

Invoice #: 3WFP-002
Date: April 25, 2012

To: Menominee County Board

Attn: Brian Bousley, County Administrator
839 10th Avenue
Menominee, MI 49858

DESCRIPTION	AMOUNT
Mellen Township Projects: Gravelling various roads. Total of 2602 cy of gravel.	22,290.96
TOTAL	\$22,290.96

Please Remit Payment To:
Menominee County Road Commission
P.O. Box 527
Stephenson, MI 49887

**Three-Way Funding Program Statement
Mellen Township**

	Beginning Balances	Project #1	Project #2	Project #3	Project #4	Total Spent
Project Cost		11,628.91	7,578.64	6,464.70		25,672.25
MCRC	10,325.98	5,386.93	3,510.70	2,994.68	-	11,892.31
County	9,571.98	4,993.58	3,254.35	2,776.01	-	11,023.94
Township	2,393.00	1,248.40	813.59	694.00	-	2,755.99
Total	22,290.96	11,628.91	7,578.64	6,464.69	-	25,672.24

*\$ 3,381.28
Add'l Cost
ROAD Commission
ACT 51 #*

Project Descriptions:

	Date:	Work done:
# 1	4/13-4/16/12	Gravel N-1 Road & 12 Road to 12.5
# 2	04/17/12	Gravel O-3 Lane
# 3	04/18/12	Gravel R-1 Lane and additional gravel on N-1

MENOMINEE COUNTY BOARD OF COMMISSIONERS AGENDA ITEM

SUBJECT:	Advertisement in Regional Guide
DEPARTMENT:	Administration
ATTACHMENTS:	yes
SUMMARY:	
Cindy Boyle would like the County Board to consider approving another advertisement in the Marinette/Menominee Regional Guide.	
RECOMMENDED MOTION	
To approve a full page Menominee County advertisement by Boyle Design Group in the amount of \$1,500 to be placed in the 2012/2013 Marinette/Menominee Regional Guide. Funds to be disbursed from acct. #101-103-755.00 (other operating)	

Submitted by: **Brian Bousley**

 05/17/2012
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):

SPACE

Reservation

SIGN UP TODAY! *pay later!*

Please ad size (dimensions listed to the right):

- Inside Front Cover \$2,500.
- Back Page 2,500.
- Inside Back Cover 2,000.
- Full Page 1,500.
- 1/2 Page 850.
- 1/4 Page 500.
- 1/8 Page 275.
- Directory Listing Only 100.

Business _____
 Contact _____
 Address _____
 Phone (____) _____
 Fax (____) _____
 e-mail _____ Date _____
 Signature _____

Please check one:

- I will be using the same ad from last year's Regional Guide
- I will be using the ad from last year's Regional Guide, with the revisions noted (Please make revisions on separate sheet and return with this order form.)
- I am providing my ad electronically in Macintosh format as a QuarkXPress, Adobe Illustrator EPS file or Adobe Photoshop, or PDF on the disc type marked below
 - DVD CD-ROM
- I require assistance in developing an ad

Advertising

DIMENSIONS in x h

- 1/2 Page Horizontal _____ 7.5" x 4.5"
- 1/2 Page Vertical _____ 3.5" x 9.5"
- 1/4 Page _____ 3.5" x 4.5"
- 1/8 Page _____ 3.5" x 2.25"
- Inside Front Cover _____ 7.5" x 9.5"
- Inside Back Cover _____ 7.5" x 9.5"
- Back Cover _____ 8" x 7.5"

Electronic FILE GUIDELINES

1. You are encouraged to provide your logo and other images electronically. Provide these files in EPS, PDF or TIFF format. Color photo images should be in CMYK mode. All images should be at a resolution of at least 300 dpi.
2. Agencies or individuals using QuarkXPress, Adobe Illustrator & Photoshop for the Macintosh can provide ads on disk. Remember to include all fonts and placed images with your file.
3. We can take the following media (disk) types formatted for the Macintosh Operating System: Zip disk, DVD, or Compact Disc.

E-mail files to:

art@boyledesigngroup.net

Make check payable to:

Boyle Design Group
 P.O. Box 233
 Marinette, WI 54143

Fax reservation form to: **715.735.3120** | Call with questions: **715.735.3130**

Production SERVICES

Included FREE with your participation is the professional design of your full color ad. We will be happy to use your ad from a previous issue of the Regional Guide or your ad can be created from other advertisements you have in separate publications, a business card, or from scratch. If necessary, there is a scan fee of \$8 and a logo recreation fee of \$10 - \$20.

You will receive a PDF proof of your ad through e-mail to confirm text layout. If you do not have access to e-mail a proof can be faxed or mailed. If your ad requires changes you will receive one set of alterations at no additional charge. Any other changes will be charged at a rate of \$60/hr.



All advertisers in the Regional Guide will get the exposure of their ad, plus a **FREE** listing in the business directory.

We thank you for your support!

MENOMINEE COUNTY BOARD OF COMMISSIONERS

AGENDA ITEM

SUBJECT:	Miscellaneous Board and Committees - Appointments
DEPARTMENT:	Administration
ATTACHMENTS:	Yes
SUMMARY:	
<p>The Administrative office advertised for applications for vacancies on the Fair Board (one vacancy) and the Building Code Construction board of appeals (one vacancy). We received one application for each board.</p>	
RECOMMENDED MOTION	
<p>To appoint <u>Carol Quist</u> to the Menominee County Fair board for a term to expire on 1/31/2014. (only one application received)</p> <p>To appoint <u>Jim Ranta</u> to the Building Code Construction Board of Appeals for a term to expire on 1/31/2014. (Only one application received).</p>	

Submitted by: **Brian Bousley**

 05/17/2012
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):

Hello. My name is Carol Quist. I have been a resident of Menominee County all my life. I have been involved in 4-H most of my life. I showed animals at the Menominee County Fair when I was younger. I have been a leader of a market livestock sheep club for the past 11 years. I am also a co-superintendent in the Home Economics Dept. of the Menominee Co. Fair. I feel I have a lot to offer and that is why I would like to be considered for the position on the Menominee County Fair board.

Thank you

Sincerely,

A handwritten signature in cursive script that reads "Carol Quist". The signature is written in black ink and is positioned below the typed name "Carol Quist".

APPLICATION FOR APPOINTMENT
MENOMINEE COUNTY BOARD, COMMITTEE OR COMMISSION

5/1/12

(Please note only legible applications can be considered)

Menominee County Administrator

I, Carol Quist, hereby submit an application for appointment to

Menominee CO Fair Board from Immediate -
NAME OF BOARD OR COMMISSION Number of years Exact dates of appointment

to Jan 31, 2014

TO THE MENOMINEE COUNTY BOARD OF COMMISSIONERS:

1. I reside at W2575 Co. Rd. 380 Carney Mi 49812
Street City Zip

Menominee and have since 1997
County

Mailing address if different than above: _____

Telephone: 906-639-2855 Cell Phone: _____

Email Address: cquist59@hotmail

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

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

4. Employer Carney-Nadeau Public School Telephone: 639-2171

a. Indicate nature of your work: Bus Driver / Para Pro

b. Title: _____

5. Educational Level and degrees received:

1978 Graduate of North Central Area School

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

NONE

7. Previously held appointments and/or elected positions:

NONE

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.

Jim Quist - Men. Co. Building + Grounds

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

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

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

Comments/clarification (only if necessary)

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

I have been involved in the Menominee Co. Fair as a 4-H leader for the past 12 years I am a superintendent in the Open Still Dept. I think I have alot to offer the Fair Board.

13. I hereby apply for appointment to Menominee Co. Fair Brd. 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.

Carol Quist

Signature

Carol Quist

Name (Print or Type)

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

- Resume
- Letter of Reference
- Letter of Intent

RECEIVED

5/2/12

Menominee County Administrator

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

I, JIM RANTA, hereby submit an application for appointment to
NAME

BUILDING CODE BOARD for 2 from 5-1-12
NAME OF BOARD OR COMMISSION Number of years Exact dates of Appointment

to 4-30-14

TO THE MENOMINEE COUNTY BOARD OF COMMISSIONERS:

1. I reside at W6508 E. #5 LANE MENOMINEE 49858
Street City Zip

MENOMINEE and have since 2011
County

Mailing address if different than above: SAME

Telephone: 906-863-9490 Cell Phone: 715-923-2493

Email Address: JRANTA@NEW-RR.COM

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

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

4. Employer: KIMBERLY-CLARK CORP. Telephone: 715-735-4098

a. Indicate nature of your work: MAINTENANCE

b. Title: E/I TECHNICIAN

5. Educational Level and degrees received:

ELECTRICAL CONSTRUCTION APPRENTICESHIP - CERTIFICATE
INDUSTRIAL ELECTRICAL APPRENTICESHIP - MASTERS LICENSE

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

N/A

7. Previously held appointments and/or elected positions:

N/A

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.

N/A

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).

N/A

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

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

If yes, how many years have you served on this board? N/A

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.

STATE LICENSED MASTER ELECTRICIAN
OWN RESIDENTIAL ELECTRICAL CONTRACTING BUSINESS
KNOWLEDGE OF MICHIGAN RESIDENTIAL CONSTRUCTION CODES

13. I hereby apply for appointment to BUILDING CODE BOARD OF APPEALS 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.

James K Ranta
Signature
JAMES K RANTA
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 Bills
DEPARTMENT:	Administration
ATTACHMENTS:	Yes
SUMMARY:	
Board to review recently submitted Miscellaneous Bills as paid on April 26 & May 3, 2012 in the amount of \$193,400.78	
RECOMMENDED MOTION	
To approve Miscellaneous Bills as paid on April 26 & May 3, 2012 in the amount of \$193,400.78	

Submitted by: **Brian Bousley**

 05/17/2012
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):

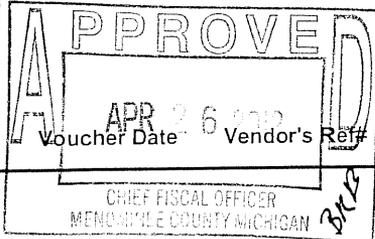
General Fund Expenditures

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

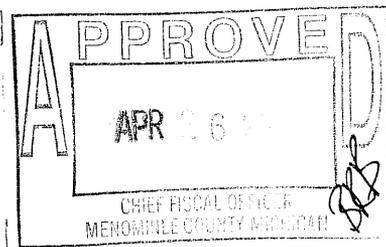


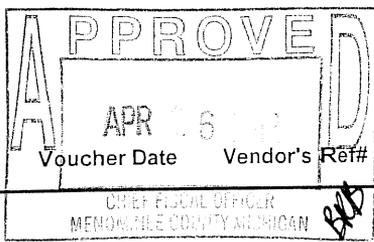
MENOMINEE COUNTY
Claims Audit Report

Vendor Name	Vcher#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General								
A B C PRINTERS								\$253.80
23811		4/11/2012	94457	Bland Second Sheets (x500) - PA's Off	101-267-727.00	28.14		
23861		4/4/2012	94418	Family Court Receipts	101-132-727.00	225.66		
Ade Incorporated								\$150.00
23837		4/10/2012	82937	Needs Pass Web Records (Order #143-	101-136-755.00	150.00		
AIRGAS NORTH CENTRAL								\$8.66
23857		4/19/2012	105607905	Oxygen	205-315-755.00	8.66		
ANDERSON, TACKMAN & CO PLC								\$11,500.00
23828		3/31/2012	54587	Audit - Yr Ending 9/30/2011	101-103-801.01	11,500.00		
BAYSHORE VETERINARY CLINIC								\$24.85
23847		4/11/2012	11478	K9 Supplies	101-301-881.01	24.85		
Big O's Lube and Service, Inc.								\$176.62
23887		4/20/2012	8419	1998 Dodge Ram - Vehicle Maintenance	208-751-930.02	176.62		
Bob Barker Company, Inc.								\$57.44
23840		4/9/2012	WEB000213063	Inmate Trousers (x6)	101-301-770.00	57.44		
BP								\$807.55
23839		4/6/2012	33864850	Sheriff's Department - March 2012	101-301-742.00	807.55	x	
Cellcom Wisconsin RSA 04								\$92.55
23813		4/5/2012	155312	Medical Examiner - Cellular Service	101-648-727.00	92.55		
Chippewa County Health Dept.								\$15.00
23798		4/23/2012	Registration Fee	2012 Rural & Ready Symposium - Trina	101-426-963.00	15.00		
CIMA COMPANIES, INC.								\$201.88
23835		4/16/2012	MIMENO	Insurance Renewal for 7/1/12 - 7/1/13	101-136-807.00	201.88		
City of Stephenson - P.O. Box 467								\$236.10
23890		4/19/2012	709	Annex - Utilities	101-261-920.01	16.00		
23890		4/19/2012	709	Annex - Utilities	101-261-920.02	30.00		
23890		4/19/2012	709	Annex - Utilities	101-261-920.03	190.10		
CLOVERLAND PAPER CO								\$474.99
23796		4/20/2012	98402	Tissue, Liners, Toilet Tissue	101-265-755.01	194.43		
23797		4/20/2012	98392	Scrubs in Bucket	101-265-755.01	76.67		
23815		4/13/2012	98340	Center Pull Towels, Scrubs In Bucket	101-265-755.01	34.63		
23816		4/13/2012	98275	Toilet Tissue, Towels, Liners, Lysol	101-265-755.01	169.26		
Concerned Associates								\$1,079.00
23829		3/29/2012	2165	Employee Assistance Program (May 1 -	101-103-801.00	1,079.00		
DAVID VANDERMISSEN								\$165.00
23873		4/9/2012	612951	Tractor Maintenance	208-751-984.00	165.00		
DEKETO, LLC								\$1,300.00
23831		4/13/2012	CLK31	PO# 02630 Software Maintenance	101-103-857.00	1,300.00		
Dennis-Ruleau, Dawn								\$395.89
23866		4/24/2012	Reimbursement	Bridge Tolls, Meals & Mileage	296-663-860.00	395.89		
Election Systems & Software								\$1,282.45
23814		4/13/2012	805698	PO# 02631 Election Programming	101-262-727.00	1,282.45		
Friends Ofc Prod Whse Direct								\$96.97
23819		4/12/2012	0163001	FOC - Office Supplies	101-141-727.00	96.97		

MENOMINEE COUNTY
Claims Audit Report

Vendor Name	Vcher#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General								
Furlong, James	23891	4/26/2012	Reimbursement	Mileage - April 2012	101-101-860.02	120.98		\$120.98
Geoffrey C. Lawrence	23862	4/16/2012	Court Appointed	Numan/Edwin	101-148-807.00	263.80		\$263.80
Jasper, Mark	23879	4/24/2012	Reimbursement	Mileage - April 2012	101-101-860.05	96.57		\$96.57
Joel Hensley, RN	23793	4/23/2012	Blood Draw	D. Sheski (4/23/12)	101-267-801.01	100.00		\$1,465.00
	23854	4/24/2012	Nursing Services	April 16 - April 30, 2012	101-301-770.01	1,365.00		
Kleiman, Marc	23792	4/24/2012	Reimbursement	Mileage - Election Training & Co Board	101-262-860.00	23.42		\$127.76
	23792	4/24/2012	Reimbursement	Mileage - Election Training & Co Board	101-215-860.00	52.17		
	23820	4/10/2012	Reimbursement	Mileage - County Board Meeting	101-215-860.00	52.17		
Kulwich, Gerald	23865	4/24/2012	Reimbursement	Conference Fee Registration, Meals, Mi	296-665-860.00	715.61		\$715.61
LENCA SURVEYING	23834	4/14/2012	12043	Remon Project Yr 2012 (4/2 - 4/15)	243-246-801.07	2,261.00		\$2,261.00
Lesperance, Diane	23827	4/17/2012	Reimbursement	Measuring Wheel & Mileage Reimburse	517-252-727.00	59.60		\$111.67
	23827	4/17/2012	Reimbursement	Measuring Wheel & Mileage Reimburse	517-252-860.00	52.07		
Linda A. Menacher	23799	4/24/2012	Reimbursement	Batteries & Shipping Costs for Recorder	101-136-931.00	41.93		\$349.73
	23800	4/24/2012	Transcripts	Copy of Miljour PLM & Tickler MH	101-267-806.00	22.20		
	23801	4/24/2012	Reimbursement	Cell Phone Bill - October through March	101-136-755.00	285.60		
MAME	23892	4/26/2012	Dues	2012 Medical Examiner Dues	101-648-860.00	150.00		\$150.00
Manpower	23804	4/15/2012	23903888	Week Ending 4/15/12 - Regina Mistark	101-141-704.00	590.00		\$1,180.00
	23881	4/22/2012	23933207	Week Ending 4/22/12 - Regina Mistark	101-141-704.00	590.00		
Marinette Farm & Garden	23848	4/7/2012	194399	K9 Supplies	101-301-881.01	56.93		\$56.93

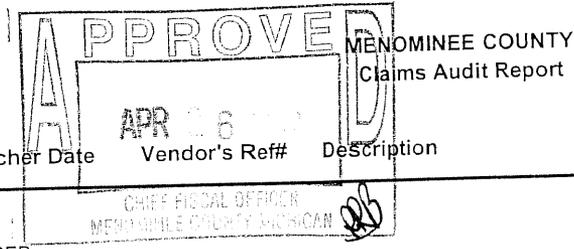




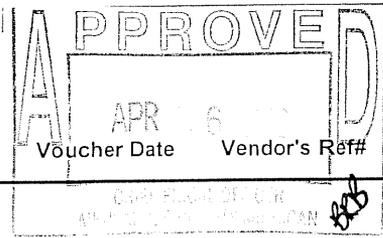
MENOMINEE COUNTY
Claims Audit Report

Claim Total

Vendor Name	Vcher#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General								\$4,845.68
Mastercard								
	23858	4/11/2012		Credit Card	AWL Pearson Education	205-315-881.03	143.10	x
	23858	4/11/2012		Credit Card	Holiday Superstore	264-363-881.00	44.00	x
	23858	4/11/2012		Credit Card	Ramada Inn of Marquette	264-363-881.00	344.50	x
	23858	4/11/2012		Credit Card	Amer Assoc Notaries	101-301-727.00	27.90	x
	23858	4/11/2012		Credit Card	Border Grill Marquette	264-363-881.00	9.75	x
	23858	4/11/2012		Credit Card	Hardees	264-363-881.00	12.47	x
	23858	4/11/2012		Credit Card	Susteen, Inc.	205-315-755.00	69.95	x
	23858	4/11/2012		Credit Card	Barnes & Noble	264-363-881.00	111.14	x
	23858	4/11/2012		Credit Card	Amazon	205-315-755.00	36.70	x
	23858	4/11/2012		Credit Card	SkillPath Seminars	101-301-881.00	149.00	x
	23858	4/11/2012		Credit Card	SkillPath Seminars	101-301-881.00	33.81	x
	23858	4/11/2012		Credit Card	PayPal	264-363-881.00	275.00	x
	23858	4/11/2012		Credit Card	PayPal	264-363-881.00	275.00	x
	23858	4/11/2012		Credit Card	Shell Oil	101-301-860.00	56.00	x
	23858	4/11/2012		Credit Card	Crystal Mountain Lodging	101-301-860.00	455.62	x
	23858	4/11/2012		Credit Card	The Store	101-301-860.00	20.01	x
	23858	4/11/2012		Credit Card	Shell Oil	264-363-881.00	54.00	x
	23858	4/11/2012		Credit Card	MCODSA	101-301-935.00	300.00	x
	23858	4/11/2012		Credit Card	Comfort Suites	101-301-860.00	66.30	x
	23858	4/11/2012		Credit Card	Ramada Inn	264-363-881.00	344.50	x
	23858	4/11/2012		Credit Card	Subway	264-363-881.00	7.16	x
	23858	4/11/2012		Credit Card	Subway	264-363-881.00	9.86	x
	23858	4/11/2012		Credit Card	Ramada Inn	101-301-860.00	4.07	x
	23858	4/11/2012		Credit Card	Hardees	264-363-881.00	8.46	x
	23858	4/11/2012		Credit Card	Hong Kong Buffet	264-363-881.00	8.74	x
	23858	4/11/2012		Credit Card	Days Inn	101-301-860.00	76.16	x
	23858	4/11/2012		Credit Card	Domino's	264-363-881.00	9.53	x
	23858	4/11/2012		Credit Card	Vango's Pizza & Lounge	264-363-881.00	15.58	x
	23858	4/11/2012		Credit Card	Wendy's	264-363-881.00	7.20	x
	23858	4/11/2012		Credit Card	Aubrees of Marquette	264-363-881.00	10.58	x
	23858	4/11/2012		Credit Card	Holiday Superstore	264-363-881.00	55.01	x
	23858	4/11/2012		Credit Card	McDonalds	264-363-881.00	2.12	x
	23858	4/11/2012		Credit Card	Ramada Inn of Marquette	264-363-881.00	364.00	x
	23858	4/11/2012		Credit Card	Intelius	205-315-727.00	19.95	x
	23858	4/11/2012		Credit Card	LexisNexis Risk Mgmt	205-315-727.00	50.00	x
	23858	4/11/2012		Credit Card	Ramada Inn of Marquette	264-363-881.00	-19.50	x
	23859	4/11/2012		Credit Card	USPS - ROD Postage	101-268-729.00	88.20	x
	23859	4/11/2012		Credit Card	Walmart.com	101-132-931.00	144.99	x
	23859	4/11/2012		Credit Card	Planners Pads Co	296-663-727.00	34.94	x
	23859	4/11/2012		Credit Card	Staples	296-663-727.00	52.98	x
	23859	4/11/2012		Credit Card	Legacy Publishing	296-667-801.02	109.00	x
	23859	4/11/2012		Credit Card	Marathon	101-101-859.00	50.02	x
	23859	4/11/2012		Credit Card	MI State Police Pmts	101-426-963.00	350.00	x
	23859	4/11/2012		Credit Card	Radisson Hotels	101-101-859.00	268.94	x
	23859	4/11/2012		Credit Card	Radisson Hotels	101-101-859.00	288.94	x
								\$310.00
Melissa Rabideau								
	23868	4/24/2012	4793	Child Care for Isabelle Stankevich	292-662-955.00	310.00		
								\$228.72
Menards - Marinette								
	23830	4/11/2012	24433	Wire Channel, Sprg Hinge, & Undercab	101-265-755.00	69.63		
	23833	4/10/2012	24070	Building & Grounds Supplies	101-265-755.00	42.63		
	23885	4/23/2012	27878	Building & Ground Supplies	101-265-755.00	116.46		



Vendor Name	Vcher#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General								\$155.74
MENOMINEE COUNTY TREASURER								
23806	4/19/2012	Reimbursement		Replenish Friend of Court Petty Cash A	101-141-803.00	3.31		
23875	4/25/2012	Reimbursement		Pack N Ship	101-301-729.00	16.12	x	
23875	4/25/2012	Reimbursement		Transport Rhinelander (x2)	101-301-860.00	13.01	x	
23875	4/25/2012	Reimbursement		Town & Country Vet	101-301-881.01	31.30	x	
23875	4/25/2012	Reimbursement		Northern Printing	101-332-755.00	92.00	x	
								\$9,552.25
Michigan State University - CANR Budget Finance								
23794	4/16/2012	3 Menominee		Third Quarter (April - June 12) MOA Pa	101-261-801.00	9,552.25		
								\$289.95
Michigan Taser Distributing								
23850	4/13/2012	7860		Amunition	205-315-755.02	289.95		
								\$4,347.12
MILLERS ACTION OFFICE SUPPLY I								
23809	4/18/2012	085057		PO# 02626 Desks for FOC Office (x2)	215-141-934.00	4,347.12		
								\$399.72
MOORE MEDICAL CORP								
23846	4/5/2012	97205185 RI		Inmate Medical Supplies	101-301-770.01	399.72		
								\$98.00
Motorola								
23852	4/11/2012	13891995		Battery (x2)	205-315-934.00	98.00		
								\$40.00
Northern Menominee Health Cent - South								
23845	4/9/2012	18136		Inmate Medical - S. Johnson	101-301-770.01	40.00		
								\$1,500.00
Northern Star Pathology, PC								
23803	4/11/2012	4/11/12		Autopsy of Michael Schultz	101-648-836.00	1,500.00		
								\$124.74
Pan-O-Gold Baking Co.								
23842	4/3/2012	00070683209405		Inmate Groceries	101-301-770.00	63.35		
23853	4/10/2012	00040683210114		Inmate Groceries	101-301-770.00	61.39		
								\$243.40
Quill Corporation								
23810	4/11/2012	2421906		CD Envelopes & CDR's - PA's Office	101-267-727.00	20.98		
23888	4/18/2012	2570382		Correction Tape - PA's Office	101-267-727.00	21.99		
23889	4/18/2012	2574708		PA's Office - Supplies	101-267-727.00	200.43		
								\$412.50
Randall Phillipps								
23821	4/11/2012	1999-9052-DP		Court Appointed Legal - Zuraski	101-131-807.00	25.00		
23822	4/11/2012	2008-12351-DS		Court Appointed Legal - Sithamat	101-131-807.00	25.00		
23823	4/11/2012	1997-8080-DS		Court Appointed Legal - DeCamp	101-131-807.00	25.00		
23824	4/13/2012	2010-13175-DS		Court Appointed Legal - Walters	101-131-807.00	250.00		
23825	4/13/2012	2006-11795-DP		Court Appointed Legal - Hoof	101-131-807.00	25.00		
23826	4/13/2012	2003-10463-DS		Court Appointed Legal - Compo	101-131-807.00	37.50		
23882	4/23/2012	09-012897-DM		Court Appointed Legal - Johnson	101-132-807.00	25.00		
								\$8.88
REDWOOD TOXICOLOGY LABORATORY								
23836	3/31/2012	00718420123		Drug Testing	101-136-727.00	8.88		
								\$1,207.58
Reinhart Foodservice								
23843	4/10/2012	114861		Inmate Groceries	101-301-770.00	184.27		
23844	4/10/2012	114992		Inmate Groceries	101-301-770.00	1,023.31		
								\$136.00
Sagataw, Lawrence								
23867	4/24/2012	4792		Bond Refund (10-111-DL)	292-662-964.00	136.00		
								\$960.00
Sault Tribe Youth Facility								
23863	4/12/2012	4787		Out of Home Placement Cost (T.S.)	292-662-843.05	360.00	x	
23864	4/12/2012	4788		Out of Home Placement Cost (A.N.)	292-662-843.05	600.00		
								\$38.40
Sherry Smith								
23880	4/25/2012	Reimbursement		Mileage for April 2012	101-172-860.00	38.40		

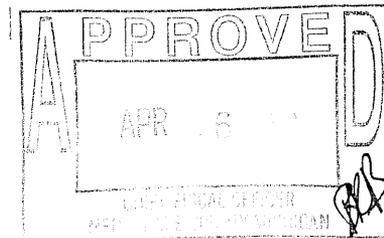


MENOMINEE COUNTY
Claims Audit Report

Vendor Name	Vcher#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General								
Sherwin Williams Company	23832	4/3/2012	0839-3	Gold Oak Stain (Quart) for Courtroom A	101-265-755.00	15.10		\$15.10
Standard Insurance Company	23802	4/24/2012	May 2012	Life Insurance	101-101-713.00	11.50		\$200.10
	23802	4/24/2012	May 2012	Life Insurance	101-132-713.00	6.32		
	23802	4/24/2012	May 2012	Life Insurance	101-136-713.00	11.50		
	23802	4/24/2012	May 2012	Life Insurance	101-141-713.00	9.20		
	23802	4/24/2012	May 2012	Life Insurance	101-148-713.00	0.58		
	23802	4/24/2012	May 2012	Life Insurance	101-215-713.00	11.50		
	23802	4/24/2012	May 2012	Life Insurance	101-172-713.00	4.60		
	23802	4/24/2012	May 2012	Life Insurance	101-261-713.00	2.30		
	23802	4/24/2012	May 2012	Life Insurance	101-267-713.00	9.20		
	23802	4/24/2012	May 2012	Life Insurance	101-268-713.00	2.30		
	23802	4/24/2012	May 2012	Life Insurance	101-253-713.00	6.90		
	23802	4/24/2012	May 2012	Life Insurance	101-257-713.00	4.60		
	23802	4/24/2012	May 2012	Life Insurance	101-265-713.00	2.30		
	23802	4/24/2012	May 2012	Life Insurance	101-301-713.00	48.30		
	23802	4/24/2012	May 2012	Life Insurance	101-682-713.00	2.30		
	23802	4/24/2012	May 2012	Life Insurance	101-103-713.00	2.30		
	23802	4/24/2012	May 2012	Life Insurance	101-426-713.00	2.30		
	23802	4/24/2012	May 2012	Life Insurance	271-790-713.00	9.20		
	23802	4/24/2012	May 2012	Life Insurance	296-663-713.00	2.30		
	23802	4/24/2012	May 2012	Life Insurance	296-664-713.00	2.30		
	23802	4/24/2012	May 2012	Life Insurance	296-665-713.00	2.30		
	23802	4/24/2012	May 2012	Life Insurance	208-751-713.00	4.60		
	23802	4/24/2012	May 2012	Life Insurance	205-316-713.00	2.30		
	23802	4/24/2012	May 2012	Life Insurance	205-315-713.00	20.70		
	23802	4/24/2012	May 2012	Life Insurance	266-325-713.00	16.10		
	23802	4/24/2012	May 2012	Life Insurance	266-326-713.00	2.30		
State of Michigan - MI Dept. of Human Services	23874	4/13/2012	4789	Monthly Offset - February 2012	292-662-843.01	1,008.02		\$1,008.02
STEPHENSON MARKETING COOPERATI	23849	3/31/2012	015579	Gasoline Sales - March 2012	205-315-742.00	2,791.42	x	\$2,791.42
SVINICKI, GAIL M.	23860	4/24/2012	Reimbursement	Genetic Testing-Walters/Brzycki (2011-1	101-267-840.00	25.60		\$25.60
Time Warner Cable	23878	4/20/2012	004-700185701-001	April 25 - May 24, 2012	101-103-851.01	329.95		\$329.95
TWIN CITY ELECTRIC, Inc.	23841	4/12/2012	77827	Balance Due for Cells 5/6	101-301-770.00	415.00	x	\$78,079.90
	23876	4/23/2012	77845	Partial Payment - Install Cabling	101-103-998.00	9,700.00	x	
	23877	4/23/2012	77844	Material - Section B - Per Proposal	101-103-998.00	51,712.44	x	
	23886	4/24/2012	77846	Partial Payment - CCTV Section C Mat	101-103-998.00	16,252.46	x	
U P A A	23805	4/24/2012	Dues	Margaret Schroud	101-257-802.00	15.00		\$15.00
U.E.S. COMPUTERS, INC.	23808	3/26/2012	60180	PO# 02622 Monitors & Display Lift Stan	215-141-934.00	1,100.00		\$1,704.00
	23817	4/10/2012	35442	Tony Krysiak (Airport) Email Maintenanc	101-103-857.00	35.00		
	23851	4/11/2012	60225	Cisco Maintenance - 1 Yr Contract	205-315-755.02	444.00		
	23856	4/19/2012	35403	Install & Configure Cisco on Roxy's Con	205-315-755.00	125.00		

**MENOMINEE COUNTY
Claims Audit Report**

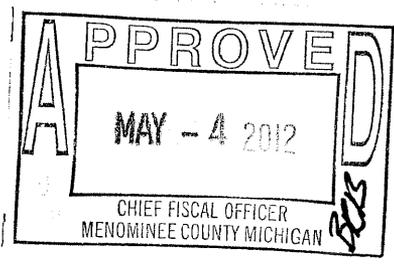
Vendor Name Vcher#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General							
U.P. County Treasurers Associa 23812	4/18/2012	Dues	2012 Calendar Year Dues	101-253-802.00	25.00		\$25.00
U.S. Bank Equipment Finance 23838	4/13/2012	201166998	Konica - Sheriff's Department	101-301-727.00	66.76		\$66.76
UP Assoc of Cty Commissioners 23884	4/26/2012	Registration	Spring 2012 Conference (x4)	101-101-859.00	150.00		\$200.00
23884	4/26/2012	Registration	Spring 2012 Conference (x4)	101-172-860.00	50.00		
UPCAP SERVICES INC 23855	3/31/2012	1442	Work Crew Services	101-301-935.00	8.35		\$8.35
Valley Mechanical, Inc. 23870	2/23/2012	2110	Installation of new unit heaters	101-265-934.00	1,182.00		\$2,059.56
23871	4/3/2012	2126	New Valves for Dish Washer	101-265-934.00	373.22		
23872	4/3/2012	2125	Repair Leaking Water Heater Pipe	101-265-934.00	504.34		
Verizon Wireless 23883	4/25/2012	2722836230	Cellular Services - Sheriff's Department	101-265-850.01	31.83	x	\$538.80
23883	4/25/2012	2722836230	Cellular Services - Sheriff's Department	101-301-850.00	17.84	x	
23883	4/25/2012	2722836230	Cellular Services - Sheriff's Department	101-301-976.00	266.09	x	
23883	4/25/2012	2722836230	Cellular Services - Sheriff's Department	101-426-850.00	26.46	x	
23883	4/25/2012	2722836230	Cellular Services - Sheriff's Department	101-682-850.00	32.41	x	
23883	4/25/2012	2722836230	Cellular Services - Sheriff's Department	205-315-850.00	157.45	x	
23883	4/25/2012	2722836230	Cellular Services - Sheriff's Department	266-325-850.00	6.72	x	
WALTER BROTHERS INC 23807	4/18/2012	A163269	Cord Cover Kit, Mover Pad	101-141-931.00	60.56		\$60.56
WEST GROUP PAYMENT CENTER 23818	3/31/2012	824698302	March 2012	269-145-801.00	404.93		\$404.93
White, Jessica 23791	4/24/2012	Reimbursement	Doughnuts for Election Training at Anne	101-262-727.00	14.40		\$14.40
WISCONSIN PUBLIC SERVICE CORP - P O BOX 19003 23795	4/19/2012	0402047856-00005	Kleinke Park - Electrical Service	208-751-920.01	54.65		\$54.65
Total Amount for Bank Account: General							\$137,718.58



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							\$55,682.20
MI Conference of Teamsters							
23940	3/19/2012	May 2012	Health Insurance Premium	101-103-712.00	32,714.69		
23940	3/19/2012	May 2012	Health Insurance Premium	205-315-712.00	7,407.38		
23940	3/19/2012	May 2012	Health Insurance Premium	205-316-712.00	981.70		
23940	3/19/2012	May 2012	Health Insurance Premium	208-751-712.00	1,635.84		
23940	3/19/2012	May 2012	Health Insurance Premium	296-663-712.00	981.70		
23940	3/19/2012	May 2012	Health Insurance Premium	701-000-231.10	981.70		
23940	3/19/2012	May 2012	Health Insurance Premium	704-000-232.00	10,979.19		
Total Amount for Bank Account: General							\$55,682.20



MENOMINEE COUNTY BOARD OF COMMISSIONERS AGENDA ITEM

SUBJECT:	Commissioner Per diems & Expenses
DEPARTMENT:	Administration
ATTACHMENTS:	yes
SUMMARY: Board to review Commissioner per diems and expenses as recently submitted for payment	
RECOMMENDED MOTION To approve Commissioner per diems and expenses as recently submitted for payment	

Submitted by: **Brian Bousley**

 05/17/2012
Date

WORKSHOP ACTION

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

COUNTY BOARD ACTION

DATE:

	Approved
	Disapproved
	Approved with the following change(s):

MENOMINEE COUNTY
BOARD OF COMMISSIONERS
REIMBURSEMENT VOUCHER

RECEIVED
4/30/12
Menominee County Administrator

Mileage: \$.555/mile ~ effective 01 July 2011

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

COPY

*must attach receipt for reimbursement

Name: Bernie Lang ~ District 1

2012

Date	Mileage, meals, Bridge Tolls, Lodging, etc.	Account Number	Amount
4-3	EX 3	101-101-860.01	
4-4	COV 3	101-101-860.01	
4-5	116 WKS! 118	101-101-860.01	
4-10	CAA FIN 116	101-101-860.01	
4-10	CO BD 3	101-101-860.01	
4-12	CAA 116	101-101-860.01	
4-18	DIB HEALTH 88	101-101-860.01	
4-19	M.H. 144	101-101-860.01	
4-20	UPCAP 110	101-101-860.01	
4-24	CO. BD. 3	101-101-860.01	
4-30	CO. BD. FIN. 3	101-101-860.01	
	<u>707 MILES</u>	101-101-860.01	
	Conference Expenses		
	X.555	101-101-859.00	
	<u>392.38</u>	101-101-859.00	
		101-101-859.00	
		101-101-859.00	
		101-101-859.00	
		101-101-859.00	
Total Mileage, Meals, Lodging & Conference Expenses to be reimbursed			<u>392.38</u>

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

B. Lang

/Signed

04-30-12

Date

MENOMINEE COUNTY
BOARD OF COMMISSIONERS
REIMBURSEMENT VOUCHER

**COPY
RECEIVED**
4/30/12
Menominee County Administrator

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

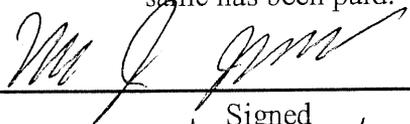
*Meals Breakfast ~ up to \$7.50
 Lunch ~ up to \$10.00
 Dinner ~ up to \$17.50

*must attach receipt for reimbursement

Name: Mark Jasper ~ District 5

Date	Meeting Place	# of miles	X .555/mile	Total Cost	Account Number
4/30/12	Menominee Co. H. Finance Committee	50		\$27.50 27.75	101-101-860.05
					101-101-860.05
					101-101-860.05
					101-101-860.05
					101-101-860.05
					101-101-860.05
			Total Mileage		27.75
				Total Mileage Fee	\$27.50

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



Signed

4/30/12

Date

MENOMINEE COUNTY
BOARD OF COMMISSIONERS
REIMBURSEMENT VOUCHER

RECEIVED
5/2/12
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: Jim Pearson ~ District 3

COPY

Date	Meeting Place	# of miles	X .555/mile	Total Cost	Account Number
4/3/12	Courthouse	30			101-101-860.03
4/4/12	Courthouse	30			101-101-860.03
4/10/12	Myer TWP C.B.M	62			101-101-860.03
4/17/12	Airport	28			101-101-860.03
4/23/12	Airport	28			101-101-860.03
4/24/12	Myer TWP C.B.M	62			101-101-860.03
4/25/12	Airport Personnel	28			101-101-860.03
4/30/12	Courthouse	30		Total Mileage	
Total Mileage Fee					149.85

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



 Signed
 4/30/12

 Date

MENOMINEE COUNTY
BOARD OF COMMISSIONERS
REIMBURSEMENT VOUCHER

RECEIVED
COPY

4/26/12

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
4-10-12	Meyer Townsh.p	89		49.39	101-101-860.02
4-17-12	Stephenson	40		22.20	101-101-860.02
4-24-12	Meyer Townsh.p	89		49.39	101-101-860.02
					101-101-860.02
					101-101-860.02
					101-101-860.02
					101-101-860.02
		218	Total Mileage		
				Total Mileage Fee	170.98

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

James Furlong
Signed

4-26-2012
Date

Rec
4/24/12

MENOMINEE COUNTY
BOARD OF COMMISSIONERS
REIMBURSEMENT VOUCHER

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: Mark Jasper ~ District 5

Date	Meeting Place	# of miles	X .555/mile	Total Cost	Account Number
4/2/12	Step 500 parks	24	13.32		
4/4/12	Men 300 MCCM	50	27.75		101-101-860.05
4/16/12	Hermonville MCCM	35 miles	19.43		101-101-860.05
4/16/12	" 630 MCCM				101-101-860.05
4/18/12	Powers 430 Health	30	16.65		101-101-860.05
4/24/12	Hermonville MCCM	35	19.43		101-101-860.05
		174	X	\$96.50	101-101-860.05
			Total Mileage		101-101-860.05
				Total Mileage Fee	\$96.50

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

M. J. Jasper

Signed

4/24/12

Date

MENOMINEE COUNTY BOARD OF COMMISSIONERS AGENDA ITEM

SUBJECT:	Miscellaneous Boards/Committees/Commission Reports
DEPARTMENT:	Administration
ATTACHMENTS:	Yes
SUMMARY: Miscellaneous reports discussed at the 5/8/12 County Board meeting	
RECOMMENDED MOTION To approve the miscellaneous reports discussed at the 5/8/12 County Board meeting	

Submitted by: Brian Bousley

 05/17/2012
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):



Public Health Delta & Menominee Counties



Board of Health Meeting

Pinecrest Medical Care Facility, Powers

Meeting Minutes

Wednesday, March 21, 2012

Board Members Present

Bob Burie
Tom Elegeert

Mary Harrington
Mark Jasper

Bernie Lang
Tom Trudgeon

Public Health Staff

Mike Snyder, Acting Health Officer/ Administrator
Dr. Terry Frankovich, Medical Director
Lynn Woelffer, Director of Finance and Budget

1. Call to Order/Roll Call

The regular monthly meeting of the Delta-Menominee District Board of Health was held on March 21, 2012. The meeting was called to order at 4:31 p.m. CST by Chairman Trudgeon. Roll call was taken by the Director of Finance and Budget and is recorded above.

2. Approval of Agenda

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

3. Approval of Minutes

Mr. Elegeert moved that the minutes of February 15, 2012 be approved. Motion was supported by Mr. Jasper and carried.

4. Committee Report

4.1 Personnel

Mr. Snyder reported the Personnel Committee met prior to the meeting to discuss wage ranges for the non-union positions of Clerk 1, LPN, Nurse Practitioner, Certified Prevention Specialist and Director of Finance and Budget. Wage ranges for these positions have not been adjusted for at least four years. Comparisons with other U.P. Health Departments or agencies were presented, along with a proposed wage range.

Mr. Elegeert moved that the proposed wage ranges be approved. Motion was supported by Ms. Harrington, and carried with a vote of five *For* and one *Against*.

5. **Family Planning Fees**

The Family Planning program is partially fee based. The current Family Planning Fees were last revised October 1, 2006. Fee schedules of other U.P. Health Departments were used as comparisons, Medicaid and insurance reimbursements were reviewed, and costs PHDM incurs for services, such as lab fees, and medications were considered in the proposed fee schedule. Ms. Woelffer presented the proposed fee schedule.

Mr. Elegeert moved with support from Mr. Lang to adopt the proposed fees. Motion carried.

6. **Medical Director's Report**

Dr. Frankovich reported:

- The seasonal flu still is not very present this year. Locally, we are just beginning to experience a few positive flu cases in the last few weeks. A theory may be that the strains of flu are the same as last year and people that had the flu last year may have some natural immunity this year, or residual vaccination immunity from last year. Another theory is the mild climate this year, as flu loves cold and warmer temperatures may make it harder for the flu virus to survive.
- Dr. Frankovich reminded the Board about Shingles, which is caused by the same virus as Chicken Pox, and can cause many complications. One in three will get a reactivation of Chicken Pox, called Shingles, and risk goes up with age. More than half of the cases are in people over the age of 60. A vaccine is available and can reduce the risk of Shingles by about half. Vaccine is expensive, but is covered by Medicare Part D and some private insurances. The vaccine is approved for people age 50 and up, but is recommended by the CDC for people 60 and up, due to the shortage of vaccine and to reserve it for the higher risk age group. Chicken Pox can be spread to others, but Shingles cannot. It is purely a reactivation disease.

7. **Health Officer's Report**

Mr. Snyder reported:

- No news on the status of PHDM's Health Officer. A letter from the Board had been sent to the State on January 19, 2012, and a letter was sent by Dr. Terry to the State in February 2012. No response has been received, as of the date of this meeting. June 13, 2012 was the initial timeline provided by the State to have a fully qualified Health Officer in place. The Board's response to the State was clear that we would not be doing anything until a response was received. Conrad Edwards from MDCH will be at PHDM for Accreditation the week of April 23, 2012. Is State funding in jeopardy for being out of compliance? Mr. Snyder will report in May on any discussions with Mr. Edwards. The Board unanimously feels that the written word indicates Mr. Snyder is qualified. Mr.

Snyder will contact Mr. Edwards prior to Accreditation to inform him that Board Chairman, Mr. Trudgeon would like to meet with him while he is at PHDM. Mr. Trudgeon will compile thoughts of the Board for the meeting, and reiterate that the Board feels Mr. Snyder's performance has proven he is qualified.

- A new Emergency Preparedness Coordinator, Dayna Porter, has been hired. She will begin on April 9, 2012 and will overlap with Mark Weber for three weeks before his retirement. The new Coordinator has nine years of experience at Barry-Eaton and Kent County Health Departments.
- Accreditation is scheduled the week of April 23, 2012. Michigan Department of Community Health, Michigan Department of Agriculture, and Michigan Department of Environmental Quality will be at PHDM to review programs and make sure we are meeting the minimum program requirements. Mr. Snyder plans to sit in on as many program exit reviews as possible.
- Certified Manager Trainings and free Food Service Worker Trainings were recently held. The trainings were well attended.
- PHDM held its Annual Sewage System Installers training today from 1:00-4:00 p.m. EST at the Island Resort & Casino. Approximately 50 of the 63 licensed installers were present. Mr. Snyder gave an update on prior year activity and licensing requirements and three industry representatives made presentations. Installers will need to renew licenses by the end of the year.

8. **Public Comment**—None

9. **Adjournment**

There being no further business, a motion was made by Mr. Elegeert with support by Mr. Burie to adjourn the meeting. Motion was carried and meeting adjourned at 5:29 p.m. CST.

Thomas L. Prulegon 4-18-2012
Chairperson

:lw

NORTHPOINTE HEALTHCARE SYSTEMS BOARD OF DIRECTORS

Regular Monthly Meeting

MINUTES

715 Pyle Drive; Kingsford, Michigan

March 22, 2012 - 4:00 p.m.

CALL TO ORDER/ROLL CALL:

Karen Raether, Board Chairperson, called the meeting to order at 4:00p.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(4:20 p.m.)			Spence, Christine	X		

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

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

PUBLIC COMMENTS

- Karen Thekan presented Rob Plumley with certificate of appreciation for serving 9 years on the Northpointe Board of Directors. Ms. Thekan stated that Mr. Plumley did not seek reappointment to the Board and thanked him for all of his dedication and hard work.

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

ACTION: Moved to approve the agenda as presented.

Motion by: J. Luhtanen; 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 February 23, 2012.

ACTION: A motion was made to dispense with reading the minutes from the February 23, 2012 regular Board of Directors meeting and approve as written.

Motion by: M. DeGrave; supported by C. Spence. **Motion carried unanimously.**

PRESENTATION: Telemedicine - Dr. Amit Razdan

Karen Thekan introduced Dr. Amit Razdan, Northpointe Medical Director, and stated that Dr. Razdan would be presenting on telemedicine via video television conference from his office in Tampa, Florida. Ms. Thekan stated that Dr. Razdan, in addition to serving as the Northpointe Medical Director, is a child and adolescent psychiatrist. Dr. Razdan stated that during the last year he has seen over 100 new patient evaluations and over 1,000 follow-ups through telemedicine and this number is increasing. Dr. Razdan stated that the satisfaction with telemedicine has been very high and works very well when seeing children. Dr. Razdan further stated that telemedicine is becoming more mainstreamed and that hopefully in the next year e-prescribing will begin. Dr. Razdan stated that telemedicine is also now being used to testify in the Dickinson County and Iron County Probate Court systems. Questions were addressed by Dr. Razdan.

Bernie Lang present 4: 20 p.m.

CEO REPORT

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

Regional Activity:

- The U.P. regional directors' meeting was recently held and issues discussed were: the new Medicaid allocation methodology will go into effect in March; the Advisory Council meeting is scheduled for April 3; the region submitted a second request for proposal for a U.P. crisis residential unit; and access information and data on inpatient stays in the region was reviewed.

Federal/State Activity:

- Public forums are in the process of being held across the State regarding the Dual Eligibles Plan proposal. Input/comments from the public, regarding the plan, can be submitted to the State until April 4.
- A new quality of life survey from the National Corp. Indicators will be sent to parents/guardians of developmental disabled individuals and the survey will be benchmarked nationally.
- One of the children’s waiver was amended to serve children with serious emotional disturbances in foster care.

Local Activity:

- The Dickinson-Iron 2011 Great Start Collaborative Annual Community Report was provided for information.

PERSONNEL COMMITTEE REPORT - B. Lang

Mr. Lang highlighted the following from the Personnel Committee meeting minutes:

1. ISSUE: Clinical Provider Recruitment and Retention Plan

A draft of the plan was discussed at the February Personnel Committee meeting as the National Health Services Corp. has asked that Northpointe put a clinical recruitment and retention plan in place. Personnel Committee members reviewed the plan and provided input specifically as to what strategies could be used as a Board to recruit and retain clinical staff. This plan will be geared toward master level clinicians, psychiatrists, and nurse practitioners.

ACTION: Terri Wendt will meet with the clinical directors to get their input for the plan. A draft of the plan will be provided for review before it is finalized.

2. ISSUE: Demo of the Performance, Recognition and Review (PRR) Program

A PowerPoint presentation on the PRR program that is used for an employee’s annual evaluation was presented.

ACTION: Information

3. ISSUE: Continued Benefits Discussion

A discussion continued regarding as to what direction to go with continued benefits.

ACTION: Ongoing

4. Miscellaneous

- A Personnel Committee meeting will be scheduled in early May.

ACTION: A motion was made by B. Lang, supported by J. Luhtanen that the Personnel Committee Report be received and placed on file.

DISCUSSION: Karen Thekan stated that due to committee meeting minute’s not needing approval that the above motion would need to be rescinded.

ACTION: B. Lang rescinded his motion, J. Luhtanen rescinded her second.

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 \$1,268,028.51 was reviewed and recommended for Board approval. It was provided by Mari Negro that the Mental Health Code states “A Board member shall not receive more than 1 per diem payment per day regardless of the number of meetings scheduled by the Board for that day.” Ms. Negro asked if Northpointe was in violation of this as Board members are paid a \$40.00 per diem for attending 1 meeting/day and a \$60.00 per diem for attending 2 or more meetings/day. Bill Adrian will look into clarifying this issue to see if there was a violation regarding per diem payments.

ACTION: A motion was made by C. Spence, supported by M. Negro to approve the check disbursement report for bills paid in the amount of \$1,268,028.51 as presented.

DISCUSSION: Karen Thekan stated that the issue of per diems is still being researched.

ROLL CALL VOTE:

<u>MEMBERS</u>	<u>YES</u>	<u>NO</u>	<u>MEMBERS</u>	<u>YES</u>	<u>NO</u>
Connors, Peggy			Luhtanen, Joan	X	
DeDie, William	X		Martin, Ann		
DeGrave, Marylee	X		Negro, Mari	X	
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 – February 2012

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

ACTION: A motion was made by C. Spence, supported by M. DeGrave to approve the February 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			Luhtanen, Joan	X	
DeDie, William	X		Martin, Ann		
DeGrave, Marylee	X		Negro, Mari	X	
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.	Little Ones of the U.P.	Supervision	4/1/12-10/31/12	\$50/hr.	\$50/hr.	n/a
This is a renewal agreement for reflective supervision for infant mental health endorsement that is needed for the Home Based teams in Dickinson and Menominee Counties.						
B.	Anderson, Tackman & Co.	Financial Audit	4/1/12-3/31/14	\$10,000 per year	\$10,000 for 2013 \$10,500 for 2014	Inc. of \$500
This is a renewal agreement for a complete annual financial audit.						
C.	Erickson AFC	Specialized Residential	4/1/12-3/31/13	\$36.24	\$37.60	Inc.\$1.36
This is a renewal agreement for two residents living in the Erickson Home.						
D.	Jim's Escort Services	Transportation	4/1/12-3/31/13	\$.90/ mile for one staff \$1.25/ mile for 2 staff & \$15.00/hr. wait time if over 2 hours. \$100.00 or actual mileage for canc.	same	n/a
Renewal agreement for transportation services for consumers who need a ride to or from inpatient hospitalization.						
E.	North Transport, Inc.	Transportation	5/1/12-4/30/13	\$.90/ mile for one staff \$1.25/ mile for 2 staff & \$15.00/hr. wait time if over 2 hours. \$100.00 or actual mileage for canc.	same	n/a
Renewal agreement for transportation services for consumers who need a ride to or from inpatient hospitalization.						
F.	Birchwood AFC	Specialized Residential	2/17/12-12/31/12	n/a	\$48.60	n/a
This is an addendum to the current contract for the addition of a new resident.						
G.	Dale Schmeisser	Dietary Services	5/1/12-4/30/13	\$50.00/hr. for dietary \$25.00/hr. for training time	\$50.00/hr. for dietary \$25.00/hr. for training time	
This is a renewal agreement for dietary services in all of our homes, outpatient referrals and training.						

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

ROLL CALL

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

Motion carried unanimously.

4. Miscellaneous

- Karen Thekan attended the State directors' meeting and a PIHP directors' meeting in Lansing from March 19-21.
- Bill Adrian stated that the Northpointe audit report was provided for review as the report will be the April Board presentation. Mr. Adrian also stated that if anyone has questions regarding the audit before the meeting to contact him.
- Bill Adrian stated that Northpointe recently received a \$20,000.00 donation; \$10,000.00 for the Boyington Home and \$10,000.00 for the Maple Ridge Home. Mr. Adrian asked for permission to write a thank you letter on the Board's behalf for this donation and consensus was that a thank you letter should be written. Miscellaneous questions were addressed by Mr. Adrian.

CHAIRPERSONS REPORT - K. Raether

- Ms. Raether stated that she would like to acknowledge Rob Plumley's 9 years on the Northpointe Board and that he has been a very valuable Board member.
- Reappointed to the Northpointe Board of Directors was: Peggy Erickson from Dickinson County and Millie Hofer and Karen Raether from Menominee County.
- The Spring Board Association conference will be held in Dearborn on from May 21-23 and Board members should begin thinking if they would like to attend this. Karen Thekan stated that a regional meeting will be held at this conference.
- A nominating committee was named: Peg Erickson-Chairperson, Peggy Connors or Joan Luhtanen (if Ms. Connors is not available), and Bernie Lang. This committee will present a slate of officers for election at the April 19, 2012 Board meeting.
- The public forum regarding the Dual Eligibles Plan proposal is scheduled for 8:00 a.m. on March 23 and can be teleconferenced from any of three Northpointe offices.

UNFINISHED BUSINESS – No unfinished business

NEW BUSINESS - No new business

BOARD PREROGATIVE/AMBASSADOR MOMENT – None

PUBLIC COMMENTS - No public comments

ADJOURNMENT

Chairperson Raether stated the meeting adjourned. Meeting adjourned at 5:19 p.m.

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

Karen Raether, Chairperson

Peggy Connors, Secretary

Mary Wendt, Board Secretary

MINUTES

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

Special Session Meeting, 3/19/2012 – 9:00 a.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, Bay Cities Radio, Public Citizens

1. Call to order

Chair Lauzer called the meeting to order at 9:00 a.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/conduct interviews for part-time airport manager position, action if any

The Commission conducted interviews for the following candidates using a standard set of 20 questions:

Tony Krysiak
Kristopher Mohr
Thomas Walk
Mark McDonald

7. Discuss/consider job offer, action if any

Motion (Sauve/Lakari) to offer the part-time, 20 hour per week airport manager position to Tony Krysiak at a wage of \$20 per hour without benefits, pending successful completion of a background check and drug screen. Roll call vote – Pearson (yes), Berman (yes), Furlong (yes), Lakari (yes), Lauzer (yes), Sauve (yes). Motion carried.

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

None

9. Future agenda items

None

10. Schedule the next meeting

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

11. Adjourn

Motion (Pearson/Lakari) to adjourn at 1:10 p.m. Vote – unanimous. Motion carried.

Respectfully submitted,
Gina K. Teeple
Marinette County Administrative Secretary

Date approved/corrected: April 17, 2012

MINUTES

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

Regular Session Meeting, 3/20/2012 – 4:30 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, Bob Nelson – URS,
Menominee Business Development Corporation Director Nancy Douglas,
Airport Lineman Jeff LaFleur, Marinette County Administrative Secretary Gina Teeple, Eagle Herald, Menominee County News, Public Citizens

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

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

5. Approve/amend minutes of 2/21/2012 regular session and 3/9/2012 special session meetings

Motion (Pearson/Sauve) to approve the minutes of the 2/21/2012 regular session meeting. Vote – unanimous. Motion carried.

Motion (Berman/Lakari) to approve the minutes of the 3/9/2012 special session meeting. Vote – unanimous. Motion carried.

6. Public comment

None

7. Update on Explorer Solutions study, information only

Nancy Douglas reported that Explorer Solutions will be submitting a final report from Phase 1 within the next few days, along with a proposal to move on to Phase 2.

8. URS Presentation, information only

Bob Nelson of URS reported the following:

- The AIP Reauthorization Bill passed. This is a four year bill guaranteeing the airport \$150,000 annually. Previously, 95% of the funding came from federal funds. The State of Michigan contributed 2 ½%, and the Commission contributed 2 ½%. Going forward, only 90% of this will be federally funded. In

2012/2013, the state will pay 5% and the Commission will pay 5%. Beginning in 2014 and going forward, the state will not provide funding. The full 10% will need to be provided by the Commission.

- The airport has received and utilized the new plow. Paperwork is being finalized.
- Construction of the new Fuel Farm can start as early as May.
- URS would like to pursue a title search to resolve the property line discrepancy issue. The issue needs to be resolved before Exhibit A can be finalized and approved.
- Some tree clearing has already taken place. Additional clearing is necessary to maintain clear approaches and comply with grant assurances.
- The Airport Layout Plan cannot be completed without the User Survey, which will help justify the runway length. If the length cannot be justified, it would still be cost prohibitive to move the ILS.

9. Discuss/consider authorizing URS to conduct a detailed abstract/title search for property line discrepancy, action if any

Motion (Berman/Furlong) to authorize URS to conduct a detailed abstract/title search for the property line discrepancy. Vote – unanimous. Motion carried.

10. Discuss/consider final approval of Twin County Airport Commission By-Laws, action if any

Motion (Sauve/Furlong) to approve the Twin County Airport Commission By-Laws. Vote – unanimous. Motion carried.

11. Discuss/consider approval of the remaining lease agreement for Gene Coleman to Garry Anderson, action if any

Chair Lauzer reported that the TCAC needs to receive a request directly from Gene Coleman in order to transfer the lease.

12. Discuss/consider sale of trees cut down in landfill, action if any

No action taken.

13. Discuss/consider insurance on van, action if any

Airport Lineman Jeff LaFleur reported that insurance on the courtesy van has increased due to pilot use.

Motion (Pearson/Furlong) to approve payment of the increased insurance bill on the courtesy van. Vote – unanimous. Motion carried.

14. Discuss/consider suspending Personnel Policies and Procedures, action if any

Motion (Furlong/Pearson) to temporarily suspend the Personnel Policies and Procedures. Vote – unanimous. Motion carried.

15. Discuss/consider Buildings and Grounds Committee report, action if any

Commissioner Sauve reported that the Buildings and Grounds Committee met with Airport Lineman Jeff LaFleur to identify possible projects. Mr. LaFleur has completed work on some of the projects identified. Commissioner Suave requested the Commission consider adding a budget item for maintenance and small repairs.

16. Temporary D anager's Report

Motion (Pearson/Berman) to approve items 1-6 on the temporary manager's report. Vote – unanimous.
Motion carried.

Motion (Lakari/Furlong) to approve item 7 on the temporary manager's report. Vote –unanimous. Motion carried.

17. Communications/correspondence

The TCAC received a letter from Menominee County Administrator Brian Bousley regarding appropriations for 2013. Administrator Bousley would like to receive the Commission's appropriations request by April 16th for budgeting purposes.

18. Dialog between airport users and the TCAC

None

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

Tony Krysiak of Menominee addressed the Commission regarding a budget deadline for Marinette County.

20. Future agenda items

- Appropriations requests for Marinette and Menominee Counties
- Explorer Solutions final report

21. Schedule next meeting

The next meeting is scheduled for Tuesday, April 17th at 4:30 p.m.

22. Adjourn

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

Respectfully submitted,
Gina K. Teeple
Marinette County Administrative Secretary

Date approved/corrected: April 17, 2012

Menominee County Parks and Recreation Committee

Meeting Minutes

April 2, 2012

The meeting was called to order at 5:12 pm by Bob Desjarlais at the Stephenson Annex Building in Stephenson, MI on March 5, 2012.

Reporting for roll call were: Bob Desjarlais, Gail Jerzyk, Vola Bleile, Glenn Cody, County Administrator Brian Bousley, and County Commissioners Charlie Meintz and Mark Jasper. Al Thompson, Buildings and Ground Supervisor also attended the meeting. There was a quorum present to conduct the meeting.

Approval of agenda: A motion was made by Mark and seconded by Vola. The motion carried.

Minutes: Minutes from the previous meeting on March 5, 2012 and from the public input session on March 21 were approved. Mark offered a motion that was seconded by Gail. The motion carried.

Public Comment: There was no public comment.

Business:

- a. **Budget Review:** Brian distributed copies of the most recent budget and stated that the bottom line remains fine. There was no further discussion.
- b. **Projects:** Brian reported that Menominee County Building Inspector Dan Menacher still had a couple of questions regarding the Shakey Lakes bathhouse project before a call for bids could be issued. These questions should be resolved in the next few days. Brian also reported that the county did apply for a DNR matching grant for \$24,000.00 for improvements at River Park that was discussed at the previous meeting. Letters in support of the project are still needed. It was also reported that money is available in the budget for the installation of a new fishing pier at Shakey Lakes Park that had also discussed at a previous meeting. Mark offered a motion to purchase and install the pier that was seconded by Gail. The motion carried. Bob reported that the park sign located on the corner of Highway 577 and G12 had been hit by a snow plow this past winter. He suggested asking permission from Lake Township to reinstall the sign a little farther back from the road on township property. Vola offered a motion to proceed with the project that was seconded by Mark. The motion carried.

At the March 5 meeting, it was reported that representatives from the Back Forty Project had expressed an interest in helping to fund improvements at Shakey Lakes Park. Some members of the committee recommended that a "wish list" of possible projects be compiled and discussed at the next meeting. At the current meeting several committee members expressed their opposition to soliciting or accepting this funding. Brian reported that the company had been contacted prior to this meeting, and that they were unaware of any offer to fund park improvements. Charlie offered a motion to table

the discussion that was seconded by Glenn.

- c. **Camp Host – Kleinke Park:** Brian reported that only one applicant had responded to the ads that had been placed in various local publications. He and Al will interview the candidate.
- d. **Deputy site at Shakey Lakes Park:** Brian announced that the Menominee County Board of Commissioners had approved the request to establish a deputy campsite at Shakey Lakes Park for the upcoming season. It was further decided that the deputy would be responsible for 1/2 of the rental fee. The issue of compensation for overtime in the event of an incident has yet to be resolved.
- e. **Parks Website:** Bob reported that he had secured a “clean copy” of the advertising information featured on last year's placemat. This information will be transferred to the new website by next month.
- f. **Park Ranger/Park Manager Updates:** Brian reported that he had met with the park rangers since the last meeting. The parks are ready to welcome visitors and campers, although water will not be available until the Memorial Day weekend. He also reported that the boat ramp at Stoney Point will need to be replaced in a few years. Mark suggested that the committee send a letter to the M & M Fishing Club thanking them for dredging the area. Brian forwarded a request from the rangers that the equipment belonging to the county in storage at the parks be disposed of. They need the space.

There was no correspondence.

H. Any Other Items Members Wish to Present: Gail asked if anyone knew who owns the area around Chappee Rapids. Brian responded that the site belongs to the Menominee County Historical Society.

I. Public Comment: Marla Tuinstra offered several comments in opposition to accepting the Back Forty Project's reported offer to help fund park improvements that was discussed earlier.

Charlie offered a motion to adjourn that was seconded by Vola. The meeting was adjourned at 6:15 pm.

Respectfully submitted by Glenn D. Cody

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: March 27, 2012

The regular meeting of the Menominee County Department of Human Services Board was called to order by Russell Sexton, Board Secretary, at 9:05 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 and Russell Sexton, Board Secretary.

Others Present: None

APPROVAL OF AGENDA:

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

APPROVAL OF February 28, 2012 MINUTES:

Minutes of the February 28, 2012 Board Meeting were reviewed. A motion to accept the minutes was made by Mike Kaufman and seconded by Mary Bradley. Motion passed without opposition.

FINANCIAL REPORT:

The financial report for February 2012 was reviewed. There was \$150.00 in expenditures for DHS Board meeting attendance and \$121.00 in expenditures for MCSSA District One Meeting attendance; leaving a balance of \$8,068.00.

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

A motion to accept the financial report was made by Mary Bradley and seconded by Mike Kaufman. 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.

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

Collaborative Issues: A discussion was held related to the efficient operation of the collaborative, the information sharing that occurs and the work that the committees accomplish behind the scenes.

Business Plan Update: No new information.

Miscellaneous: Mr. Sexton reviewed the status of the Child and Adult Protective Services Central Intake operation that went live on March 5, 2012.

Mr. Sexton also reviewed the MiBridges program again and asked the board members to continue promoting this electronic access initiative to the community.

Mr. Sexton also went over the Electronic Data Management initiative with the board and informed them that the go-live date for Menominee County would be the first of September, 2012.

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 Mike Kaufman and supported by Mary Bradley. Motion passed without opposition.

UNIT REPORTS: None.

BOARD BUSINESS:

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

The allocation request for fiscal year 2012-2013 was discussed and said request was sent to the Menominee County Board of Commissioners for their consideration.

NEW BUSINESS: No new business presented.

PUBLIC COMMENT: None

NEXT MEETING: April 24, 2012 at 9:00 a.m. in the Menominee County DHS Board Room.

ADJOURNMENT: Motion to adjourn made by Mary Bradley and supported by Mike Kaufman. Motion passed without opposition. Meeting adjourned at 9:45 a.m.

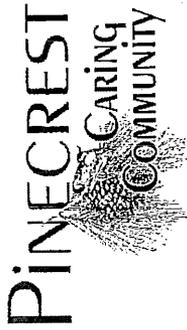


Russell K. Sexton
Board Secretary



Michael Kaufman
Chairperson

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



PINECREST MEDICAL CARE FACILITY
BOARD OF TRUSTEES MEETING

Date: March 22, 2012	Time: 2:04 p.m.
Presiding: Margaret Bastien, Chairperson	Place: Board Room
Recording Secretary: Lois Ball, Executive Secretary	

Board Members Present: Gladys Elegeert, Gerald Smith, Elaine Boyne, Barbara Oliver, Barbara Thorne, Catherine Driscoll, Mary Bradley, Michael Kaufman, Margaret Bastien.

Liaison Members Present: There were no Liaison Members present for today's meeting.

Leadership Team Members Present: Darlene Smith, Candace Meintz, Sharline Corrigan

Guests: Gerald McCole, Todd Flath, Terry Grondine, Donna Cappaert, Amy Lantagne, Peggy Eichhorn, Stacy Johnson

TOPIC	DISCUSSION	OUTCOME
Call to Order	The meeting was called to order by Chairperson Bastien at 2:04 p.m.	
Approval of Agenda	Trustee Kaufman requested that the Agenda be amended to include Pine Grove Resident's complaint. The item was added under 7. Unfinished and New Business, article e. The Agenda was also amended during the meeting to strike Action Item 4 from the Board Committee Reports. There was no report made under this section. The minutes had been sent to Board Members prior to this meeting for review.	A motion to approve the Agenda was made by Trustee Driscoll, supported by Trustee Boyne. Motion carried.
Board action on Minutes of the February 23, 2012 Meeting	Candace Meintz, CFO, reviewed the Financial Statements. A discussion was held concerning census and budget.	A motion was made by Trustee Boyne, supported by Trustee Elegeert. Motion carried.
Review of Financial Statements		A motion was made by Trustee Kaufman, supported by Trustee Thorne, to approve the Financial Statements as presented. Motion

Manifest of Invoices	The Manifest of Invoices had been sent to Board Members prior to this meeting for review.	carried. A motion was made by the Smith, supported by Trustee Boyne, to approve the Manifest of Invoices and to pay the bills. Motion carried.
Board Committee Reports a. Executive Committee	<p>The Executive Committee met prior to this Board Meeting and brought the following Action Items to the Board as a whole for review:</p> <ol style="list-style-type: none"> 1. Feasibility Study for Whispering Pines Estates – the Board was asked to consider a proposal from Plante and Moran to do a feasibility study and a marketing study to determine if the area could support the Whispering Pines Estate which is in its very early planning stages. The cost of the studies would be approximately \$17,000 to be paid for by Whispering Pines. Mary Bradley, Chairperson of the Whispering Pines Committee reviewed the studies and the need for them at this time. She noted that if the study does not favor a congregate living facility at this time, the project will not continue or be brought up for consideration again. After a lengthy discussion, a motion was made and support given with the stipulation that the cost of the study be limited to no more than \$20,000. 2. Bad Debt Write off. Sharline Corrigan explained the circumstances around this month's request for a write off. 3. Joint Provider Conference – Registration and Lodging. Administrator Mapes explained that with the current practice in place of paying for registrations, but not lodging and travel it is prohibiting some attendance at meetings that we need representation at. He requested that travel be paid to allow Darlene Smith, Director of Resident Services, to attend the Joint Provider Conference. He noted that this is an important conference for us where we meet with State Surveyors and at this time are provided with regulations and what they will be looking for in upcoming surveys. 	<p>A motion was made by Trustee Kaufman, supported by Trustee Driscoll, who stipulated that the cost of the studies should not exceed \$20,000. Motion carried unanimously.</p> <p>A motion was made by Trustee Driscoll, supported by Trustee Boyne, to approve the Bad Debt Write Off. Motion carried.</p> <p>A motion was made by Trustee Kaufman, supported by Trustee Elegeert, to grant the request for payment of travel to this conference. Motion carried.</p>

<p>b. Whispering Pines Committee Meeting</p>	<p>Trustee Bradley, as Chairperson of the Whispering Pines Committee reported on the Committee's meeting held prior to today's Board Meeting. Mrs. Bradley reported on each home and all activities occurring at the homes. The Committee also reviewed policy changes, the manager's report and the Plante and Moran proposal for conducting feasibility and marketing studies.</p>	<p>A motion was made by Trustee Driscoll, supported by Trustee Smith, to accept the Whispering Pines report. Motion carried.</p>
<p>Report of Quality Assurance and Resident Council Committees</p>	<p>Darlene Smith reported on the Quality Assurance Meeting for the month of March. For each department that presented reports at the meeting and the sub-committee reports of Policy Review, Nursing and Miscellaneous. She also reported on the Resident Council meetings from each home and noted that they are working with the residents to find an appropriate procedure which would allow residents to go outside to enjoy this beautiful weather.</p>	<p>A motion was made by Trustee Bradley, supported by Trustee Smith, to accept the Quality Assurance and Resident Council report. Motion carried.</p>
<p>Safety Committee and Eden Reports</p>	<p>Lois Ball reported that the Safety Committee had met and held an inservice on residents' personal alarms. The Committee also reviewed all incidents and accidents for the month of February as well as safety concerns throughout the building. She also reported that while the facility does continue to work on Eden, (each step is called a "Milestone"). The next step they want us to take would consist of a lot of training and quite expensive. In light of the current economics, we have decided to put this Milestone on hold, but do continue to work on other areas of Eden.</p>	<p>A motion was made by Trustee Smith, supported by Trustee Oliver, to accept the Safety Committee and Eden reports. Motion carried.</p>
<p>Report on Meetings and Conferences Attended</p> <p>Upcoming Meetings</p>	<p>Administrator Mapes reported that he had attended the NACo meeting in Washington DC with Trustee Oliver. He also attended the Mid Year Legislative Conference in Lansing with Trustee Elegeert.</p> <p>Administrator Mapes reported that there will be the Spring Management Conference during the first week in June, the NACo Summer Conference, and in April there will be a District 1 Administrator's Meeting in Marquette. He noted that the CFO of Marquette General Hospital will be their speaker at that meeting.</p>	
<p>Administrator's Report</p>	<p>Administrator Mapes reported on the meetings attended: NACo: As part of NACo he is a member of the Health Steering</p>	<p>A motion was made by Trustee Bradley, supported by Trustee Oliver,</p>

	<p>Committee during which they discussed, among other items, the needs of returning veterans, how Medicare/Medicaid is not well integrated, maintaining a strong local safety net; and affordable health care</p> <p>At the Mid Year Legislative Conference, County Medical Care Facilities were among those who testified before the Senate. He discussed Senate Bill 884 and the testimonies of the facilities regarding surveys.</p>	to accept the Administrator's report as presented. Motion carried.
Pine Grove Resident's Complaint	Trustee Kaufman stated that he felt this issue was taken care of by Darlene Smith's explanation during her Quality Assurance and Resident Council report.	
Comments from Liaison Members	No Liaison Members were present for this meeting.	
Comments from the Public	There were no Public comments at this time.	
Adjournment	The meeting adjourned at 3:03 p.m.	A motion to adjourn was made by Trustee Bradley, supported by Trustee Driscoll. Motion carried.

BARBARA-J OLIVER, SECRETARY

Barbara J Oliver

Richard Mapes, Administrator

[Signature]

**MENOMINEE COUNTY BOARD OF COMMISSIONERS
DISCUSSION ITEM**

SUBJECT:	DMG recommendation – Carol Rye-Lindberg
DEPARTMENT:	Sheriff
ATTACHMENTS:	yes
SUMMARY:	
<p>In January of 2012, the County board recommended that Ms. Lindberg have a DMG study done on her new position in the sheriff dept. That study has been completed and a salary range within the DMG has been recommended for Carol by MGT. Grade 8. She will be placed in the DMG salary chart as a grade 8 step 1 at \$15.63/hr.</p> <p>County board is asked to approve the recommended starting salary for Carol Rye-Lindberg</p>	
RECOMMENDED MOTION	

Submitted by: Brian Bousley

 05/17/2012
Date

WORKSHOP ACTION

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

COUNTY BOARD ACTION

DATE:

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

January 24, 2012

APPROVED on 2/14/12

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

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

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

Present: Coms. Jasper, Lang, Meintz, Pearson

Absent: Com. Furlong – Excused

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

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

Vice-Chairman Meintz called for public comment.

Public Comment: None.

Presentations:

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

Department Head/Elected Officials Reports:

-Mike Erdman, MSU Extension Office – Gave the board and update on District 1 and that all nine counties in the district have signed the MOA. Also the Menominee County 4H person will be leaving soon and they will be looking to possibly combining that position with half time Dickinson County, and half time Menominee County.

-Pat Cheski – The Menominee County Library in Stephenson received over \$4,000 in books and etc., there will be an open house on January 27, 2012 from 9 a.m. to 5 p.m. at the Library in Stephenson.

-Diane Lesperance, Menominee County Treasurer – Informed the board that the auditors are at the courthouse right now working on the annual audit.

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

MGT of America
Bay City Office
2343 Delta Road
Bay City, MI 48706
p: (989) 316-2220
f: (989) 316-2443
www.mgtofamerica.com



May 15, 2012

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

Subject: CLASSIFICATION REQUEST – CONFIDENTIAL ADMINISTRATIVE ASSISTANT TO THE SHERIFF

Dear Mr. Bousley:

MGT of America, Inc. (MGT) has completed its analysis of the single position in the Sheriff's Office that the County requested we evaluate. This letter serves as the summary of our findings and recommendations. We evaluated the *Confidential Administrative Assistant to the Sheriff* position as defined in the Comprehensive Position Questionnaire provided to MGT in April 2012.

Our methodology included reviewing the documentation on proposed job duties, minimum qualifications, and required job knowledge, skills and abilities provided by the employee in the position questionnaire. We compared the essential duties, minimum qualifications (training and experience), and the physical and mental abilities required to perform the job to two other positions identified in the County's job classification system: *Administrative Secretary – Administration* and *Administrative Assistant (Secretary) – Sheriff*. We also reviewed the job evaluation point totals of these two jobs in the Archer Matrix Point Factor Job Evaluation System. In our professional opinion, the new proposed job would score comparably to the existing positions based upon all of the job elements identified in the documentation provided by the County.

The findings and classification recommendation for this position is:

DEPARTMENT: **SHERIFF**

POSITION: *Confidential Administrative Assistant to the Sheriff*

MGT analyzed the new position, *Confidential Administrative Assistant to the Sheriff*, in the Sheriff's Department and determined the proper pay grade placement. The duties, responsibilities, minimum qualifications, and physical and mental requirements assigned to this position have resulted in a recommended Pay Grade 8 based upon our objective comparative analysis.

Mr. Brian Bousley, County Administrator
May 15, 2012
Page 2

CLASSIFICATION RECOMMENDATION:

Title	Pay Grade
<i>Confidential Administrative Assistant to the Sheriff</i>	8

Please let me know if you have any questions or concerns about this recommendation. You can contact me at (214) 770-7153. Thank you again for letting MGT assist you in maintaining your pay plan.

Sincerely,



J. Mark Carpenter, Senior Associate
MGT of America, Inc.

Menominee County, Michigan Position Description

Title: Confidential Administrative Assistant to the Sheriff
Department: Sheriff
Date: May 2012

Purpose of Position

The purpose of this position is to provide secretarial and administrative support to the Sheriff and the Sheriff's Department. The work is performed under the direction of the Undersheriff.

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.

- Processes department payroll; computer and reports to the County Clerk's office all Sunday, Holiday, overtime, shift differential, Voluntary Marine Officer and Temporary employee wages; maintains overtime log.
- Processes civil process papers and subpoenas; records, distributes and bills for processes papers; processes the return of service fees and mileage charges; transmits monies to the Treasurer's Office.
- Processes all department billings and expenditures and assists with budgetary issues; balances checkbook; prepares deposits; reconciles bank statements; records and checks inmate funds, canteen funds, petty cash and checkbook; processes monies for travel and training; prepares bills for diverted felons.
- Summons jurors for Circuit and Probate Court.
- Assists in the preparation, tracking and submission of grants.
- Performs secretarial and administrative support functions; prepares, completes, transcribes and types a variety of reports, records and correspondence; copies and faxes documents; maintains files, databases and spreadsheets.
- Sorts and distributes mail.
- Assists with road and correctional duties.
- Performs other related functions as assigned or required.

Minimum Training and Experience Required to Perform Essential Job Functions

One-year vocational diploma or equivalent with vocational/technical training in Secretarial or Office Procedures and one year of related experience or any combination of education and experience that provides equivalent knowledge, skills and abilities.

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 and/or group, rank, investigate and diagnose. Requires discretion in determining and referencing such to established standards to recognize interactive effects and relationships.
- Requires the ability to persuade, convince, influence, train and monitor, in favor of a desired outcome. Requires the ability to act as a lead person.
- Requires the ability to utilize a variety of reference, descriptive and/or advisory data and information such as payroll and timesheets, bills, civil process, summons, subpoenas, statutes, policies, procedures, guidelines and non-routine correspondence.
- Requires the ability to communicate orally and in writing with the Undersheriff and all department personnel, other departments, Courthouse personnel, attorneys, judges, the media and the public.

Mathematical Ability

- Requires the ability to perform addition, subtraction, multiplication and division; and to calculate percentages and decimals.

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.
- Requires the ability to recognize and identify similarities or differences between characteristics of colors, shapes and sounds associated with job-related objects, materials and tasks.

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.

Employee's Signature

Supervisor's Signature

Date

Date

MENOMINEE COUNTY BOARD OF COMMISSIONERS DISCUSSION ITEM

SUBJECT:	Parks Pit toilet/septic bids
DEPARTMENT:	Administration
ATTACHMENTS:	Yes
SUMMARY:	
<p>We need to go out for bids again for 2012 parks season. Request permission from the commissioners to advertise for bids for the pumping of the pit toilets and septic tanks in the parks.</p>	
RECOMMENDED MOTION	

Submitted by: **Brian Bousley**

 05/17/2012
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 is accepting proposals for pit toilet and septic tank cleaning/pumping at all Menominee County park locations.

Parks & Locations:

Kleinke Park (four pit toilets) & (three septic tanks)

Bailey Park (two pit toilets)

Stoney Point (one pit toilet)

River Park (two pit toilets)

Shakey Lakes (seven pit toilets) & (five septic tanks)

Proposal will be for 2012. All tanks and pits must be pumped and cleaned after July 4th and after Labor Day. After pit toilets are cleaned, they must also be limed. (Additional pumping may be necessary).

Proposals to be received by **June 15, 2012 at 12:00 Noon** in a sealed envelope identified on the outside as **“Parks Pit/Septic Bids”**

Proposals to be mailed or delivered to:

Menominee County Courthouse

County Administrator

839 10th Avenue

Menominee, MI 49858.

Any questions, contact Brian Bousley at (906)863-7779

MENOMINEE COUNTY BOARD OF COMMISSIONERS DISCUSSION ITEM

SUBJECT:	MSHDA – Award Bid
DEPARTMENT:	Administration
ATTACHMENTS:	Yes
SUMMARY:	
<p>Larry Wall (grant administrator for MSHDA) met with the board on Dec. 27, 2011 to explain a possible conflict of interest with a project needing lead abatement. His son's business was the lowest bidder, but per Dan Hass' recommendation, we need County Board approval to move forward with the project.</p> <p>The county board is asked to appoint a vendor to perform the job needed. <u>We ask that the board make a decision and move this item forward for a vote due to the grant period ending on 6/30/12.</u> It will take some time for the abatement to be completed.</p>	
RECOMMENDED MOTION	

Submitted by: **Brian Bousley**

 05/17/2012
Date

WORKSHOP ACTION

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

COUNTY BOARD ACTION

DATE:

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

WILLIAM G. MERKEL
Assistant Prosecutor

GAIL M. SVINICKI
Investigator



TONI ERDMAN
Legal Staff

DANA L. COLE
Legal Staff

DANIEL E. HASS
Prosecuting Attorney
COUNTY OF MENOMINEE

COURTHOUSE
839 TENTH AVENUE
MENOMINEE, MICHIGAN 49858-3000
Phone (906) 863-2002 • Fax (906) 863-2980

December 28, 2011

Brian Bousley
Menominee County Administrator
839 10th Ave
Menominee MI 49858

RE: Larry Wall Appearance of Conflict of Interest

Dear Mr. Bousley:

There will not be a violation of state law or local law if MSHDA grants an exception to the conflict of interest regulation and the lead abatement contract is awarded to Wall Contracting for the Race project.

I recommend the following procedure be followed:

1. Determine if Larry Wall is paid an average of 25 hours per week or less by Menominee County.
2. Determine if Larry Wall has a pecuniary interest in or works for Wall Contracting.
3. Larry Wall must fully disclose the apparent conflict of interest to the Menominee County Board.
4. Determine if bids were obtained by an open public bid process.
5. The Menominee County Board should consider the award of the contract during an open, public, recorded meeting.
6. The contract, if approved, must be by a vote of not less than 2/3 of the full commission.

Respectfully,

Daniel E. Hass
Menominee County Prosecuting Attorney

DEH/dlc

MICHIGAN STATE HOUSING DEVELOPMENT AUTHORITY
COMMUNITY DEVELOPMENT
Funding Award Amendment

Grantee: Menominee County

Amendment #: 2

Grant #: MSC-2009-0745-HOA

Effective Date: 1/4/2012

Purpose of Amendment:

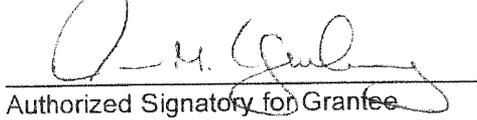
- Change in Budget (See attached revision)
- Change Grant Term from 1/1/2009 - 12/31/2011 to 1/1/2009 - 6/30/2012
- Change Program Description (See attached revision.)
- Change Special Conditions (See attached revision.)
- Change Grant Number

*extension - Due to
waiting for approval
of lead abatement.*

APPROVED BY:



Community Development Specialist
Community Development



Authorized Signatory for Grantee



Director of Field Services
Community Development

not required

Director
Community Development

"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*

February 7, 2012

To Whom It May Concern:

Menominee County is hereby requesting an exception from MSHDA's Conflict of Interest Regulations for a lead abatement project under Grant # MSC-1999-745-HOA. The potential conflict involves Menominee County's Grant Administrator and a potential contractor.

Larry Wall serves as a Third Party Grant Administrator for Menominee County. In that capacity Mr. Wall provides full administrative service for the grant, including applicant screening & approval, project development, specification writing, bid process oversight, contractor supervision, project inspections and closeout.

The nature of the potential conflict of interest lies in the relationship between the Grant Administrator and Wall Contracting, a Lead Abatement firm owned by Mr. Wall's son, Joe Wall.

The subject project is located at 1501 15th Ave., Menominee, MI and is owned by Ken & Tonia Race. The main portion of the project consists of a handicapped bath remodel and other interior rehab work.

The initial project was submitted for competitive bidding to a total of 24 contractors in the various trades (10 general contractors, 5 electrical contractors, 3 heating contractors, 3 plumbing contractors and 3 combination heating/plumbing contractors). Contractors responded with two plumbing bids, one electrical bid and one general construction bid for only the roofing portion of the project (non-lead related). The heating portion of the project was subsequently approved for assistance through the Menominee-Delta-Schoolcraft Community Action Agency's (MDSCAA) Weatherization program as long as several related general construction items could be completed under Menominee County's program. Based on the project cost estimates and bid responses it was determined that the scope of the project is such that the additional funding available by performing lead abatement is needed to complete the project.

According to the most recent information available on the MDCH website, there are only 3 licensed lead abatement contractors in the U.P. One of the contractors (Iron Co Housing Commission - 906-875-6060) only works on their own Housing Commission

James Furlong - Chairperson

Charlie Meintz - Vice Chairperson

Bernie Lang

Mark Jasper

Jim Pearson

properties. The other two are Wall Contracting of Menominee (715-923-4706) and Northern Environmental Consultants LLC of Calumet (906-337-0300).

Northern Environmental Consultants LLC was contacted and submitted a bid of \$9,150.00 for lead abatement services. Wall Contracting submitted a bid of \$7,100 for the same. The \$2,050.00 difference is enough to make or break this project.

In addition to the lead abatement services, Wall Contracting is a licensed Michigan Builder who can provide the non-lead construction & rehab services closely associated with this project. As mentioned above, Menominee Housing Programs is partnering with Menominee-Delta-Schoolcraft Community Action Agency's (MDSCAA) Weatherization program on this project. Wall Contracting is also the weatherization contractor assigned to this project by MDSCAA. The total contract amount for Wall Contracting which includes both lead abatement and the non-lead general construction is \$13,775.00. Having one contractor in charge of the entire project will also save time and funds needed to complete the project.

Mr. & Mrs. Race are aware of the potential conflict and have expressed their approval to proceed with using Wall Contracting. Menominee County's Attorney has reviewed this situation and has provided a legal opinion that there would be no violation of local or state laws if and exception is granted by MSHDA.

Enclosed for your review are the following:

Initial bidders list

Lead abatement bids

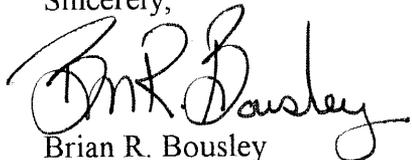
Count Board meeting minutes showing public disclosure

Legal opinion from Menominee County's Prosecuting Attorney

Due to the scope and special needs associated with this project, Menominee Housing Programs is requesting a review and an exception to the Conflict of Interest Regulations to allow Wall Contracting to complete this project. Please feel free to contact Menominee County if there are any questions or if any further information is needed.

Thank you for your consideration,

Sincerely,



Brian R. Bousley

Menominee County Administrator

Sent to these Contractors for Competitive Bidding

Name	address	city	st	zip
Barker, Leo	1210 15th Street	Menominee	MI	49858
D&S Construction	W7602 Co.Rd. 356	Daggett	MI	49821
Dale Kamin Construction	N6012 Hwy 180	Marinette	WI	54143
Getchel Builders	625 Carney Blvd.	Marinette	WI	54143
Wall Contracting	608 4th Street	Menominee	MI	49858
Northern Home Improvement	150 N. Cranberry Ave.	Peshtigo	WI	54157
Drees Electric	1625 Marinette Ave.	Marinette	WI	54143
Pudg Soderberg Electric	2105 Tori Lane	Marinette	WI	54143
RT Electric	N 4068 Bay De Noc Drive	Menominee	MI	49858
Solander Electric	P.O. Box 367	Stephenson	MI	49887
Twin City Electric	PO Box 511	Menominee	MI	49858
BAXA Contracting Co	PO Box 275	Menominee	MI	49858
Beal Construction	1103 West Drive	Menominee	MI	49858
Geltz Construction	W2573 Woodview Lane	Marinette	WI	54143
Johnson Window & Siding	503 First St.	Menominee	MI	49858
A Pane to Clean	1013 16th Ave.	Menominee	MI	49858
Eickmeyer Heating	1212 18th Ave.	Menominee	MI	49858
Goldstone Barley	PO Box 636	Menominee	MI	49858
Long Heating & Cooling	2731 10th Street	Menominee	MI	49858
Oscar's Heating/Sheet Metal	W5863 G-08 Rd.	Wallace	MI	49893
Nerat's PLMB & Heating	2121 10th St.	Menominee	MI	49858
A-1 Plumbing Services	N3236 River Bend Dr.	Peshtigo	WI	54157
Rays Plumbing	1101 37th Ave	Menominee	MI	49858
TRI City Plumbing	1504 Cleveland Ave.	Marinette	WI	54143



WALL LARRY <protec@talkamerica.net>

Abatement specs

2 messages

WALL LARRY <protec@talkamerica.net>
To: roundtec@gmail.com

Thu, Nov 3, 2011 at 12:25 PM

Ray,

Attached is a copy of the project specs we spoke about. Photos will be sent in a separate email.
FYI – the specs don't list it but there are 6 basement windows. Thanks.

--

Larry Wall
Menominee Housing Programs
P.O.Box 363
Stephenson, MI 49887
715-923-6107

 **Final Downgraded Specifications RACE.pdf**
70K

Ray Gerhart <roundtec@gmail.com>
To: WALL LARRY <protec@talkamerica.net>

Mon, Nov 14, 2011 at 3:29 PM

Northern Environmental Consultants
200 Fifth Street
Calumet, Michigan 49913

Menominee Housing Programs
P.O.Box 363
Stephenson, MI 49887
Larry Wall

November 14, 2011

Hi Larry,

Thank you for the opportunity to provide a bid for lead based paint abatement

for the Ken & Tonya Race project located at 1501 15th Avenue, Menominee, Michigan.

The following lump sum bid covers all items listed in Section A - LEAD HAZARD ABATEMENT of the Race specifications.

We are pleased to provide a lump sum bid in the amount of \$9,150.00.

We look forward to working with you.

Please let me know if you need any additional information or documentation.

Sincerely, Ray Gerhart, General Manager of NEC

phone 906 337-0300
roundtec@gmail.com

fax 906 337-0334 fax

email:

WALL CONTRACTING

608 4th Street, Menominee, MI 49858

1-715-923-4706

MI ID # 2101153709

WI ID # 692933

Proposal

Proposal submitted to:
Menominee Housing Programs
P.O. Box 363
Stephenson, MI 49887

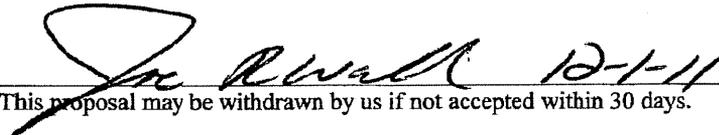
Date: 12-1-11

We hereby propose to furnish materials and labor necessary for the completion of:
Lead Abatement measures for 1501 15th Ave., Menominee, MI 49858.

Property Address : Ken and Toyna Race
1501 15th Ave
Menominee, MI 49858

As per specifications for Lead Abatement measures for contract number 809.61, We propose total cost for all Lead work to be \$7,100.00.

Authorized signature

 12-1-11
Note: This proposal may be withdrawn by us if not accepted within 30 days.

MENOMINEE COUNTY BOARD OF COMMISSIONERS DISCUSSION ITEM

SUBJECT:	3-Way Road Program – payment of invoices
DEPARTMENT:	Admin.
ATTACHMENTS:	Yes
SUMMARY:	
<p>The County Road Commission has done the 3way road program work for Ingallston, Daggett, Faithorn & Cedarville townships and has submitted the invoices for payment. County Board to discuss and approve payment.</p>	
RECOMMENDED MOTION	

Submitted by: **Brian Bousley**

 05/17/2012
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):

COMMISSIONERS:

WILLIAM ANDERSON
POWERS, MI 49874

ROGER BETZINGER
DAGGETT, MI 49821

ANTHONY KAKUK
DAGGETT, MI 49821



MENOMINEE COUNTY
BOARD OF COUNTY ROAD COMMISSIONERS

P. O. BOX 527 • STEPHENSON, MICHIGAN 49887 • 877-867-9444 or 906-753-6914
FAX 906-753-4319

DARRELL W. MOILANEN
ENGINEER-MANAGER

LISA K. SAVORD
FINANCE DIRECTOR / CLERK

TRANSMITTAL

Date: May 15, 2012

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

From: Darrell W. Moilanen, Engineer-Manager, P.E. *DWM*
Menominee County Road Commission

Subject: Three Way Funding Invoice

Brian,

Enclosed are invoices being submitted by the Menominee County Road Commission for the three way program work done in Ingallston, Daggett, Faithorn and Cedarville Townships along with a summary sheet of funds expended to date.

All of the funds allocated under the three way program for Mellen Township have been spent. Please remit payment to the **Menominee County Road Commission**.

Darrell

Menominee County Road Commission

INVOICE

P.O. Box 527

Stephenson MI 49887

Phone (906) 753-6914

Fax (906) 753-4319

Invoice #: 3WFP-003

05/14/12

To: Menominee County Board

Attn: Brian Bousley, County Administrator

839 10th Avenue

Menominee, MI 49858

DESCRIPTION	AMOUNT
Ingallston Township Project #1: Reconstruction of S. Pinewoods Loop	30,079.88
TOTAL	\$30,079.88

Please Remit Payment To:

Menominee County Road Commission

P.O. Box 527

Stephenson, MI 49887

**Three-Way Funding Program Statement
Ingallston Township**

	Beginning Balances	Project #1	Project #2	Project #3	Project #4	Total Spent
Project Cost		82,387.08				82,387.08
MCRC	13,934.09	38,164.68	-	-	-	38,164.68
County	12,916.63	35,377.91	-	-	-	35,377.91
Township	3,229.16	8,844.49	-	-	-	8,844.49
Total	30,079.88	82,387.08	-	-	-	82,387.08

Project Descriptions:

Date:	Work done:
# 1 1/10 - 5/10/12	Reconstruct 1.25 miles of S. Pinewoods Loop - costs through 05/10/12.

Note: Project was approximately 50% complete on 05/10/12. \$82,387.08 is the cost incurred to date. Total project cost is estimated to be over \$130,000. Cost of this project is split 50/50 between township & road commission. The township is applying their 3-way funds to their share of the cost.

2

3

4

Menominee County Road Commission

INVOICE

P.O. Box 527

Stephenson MI 49887

Phone (906) 753-6914

Fax (906) 753-4319

Invoice #: 3WFP-004

05/14/12

To: Menominee County Board

Attn: Brian Bousley, County Administrator

839 10th Avenue

Menominee, MI 49858

DESCRIPTION	AMOUNT
Daggett Township Project #1 - Graveling I-3 Road	17,663.33
Daggett Township Project #2 - Graveling I-1 Lane & Tessmer Road	1,947.79
TOTAL	\$19,611.12

Please Remit Payment To:

Menominee County Road Commission

P.O. Box 527

Stephenson, MI 49887

**Three-Way Funding Program Statement
Daggett Township**

	Beginning Balances	Project #1	Project #2	Project #3	Project #4	Total Spent
Project Cost		17,663.33	7,335.15			24,998.48
MCRC	9,084.58	8,182.29	3,397.91	-	-	11,580.20
County	8,421.23	7,584.83	3,149.79	-	-	10,734.62
Township	2,105.31	1,896.21	787.45	-	-	2,683.66
Total	19,611.12	17,663.33	7,335.15	-	-	24,998.48

Project Descriptions:

Date: Work done:

1 05/01-02/12 Graveling I-3 Road

2 05/03/12 Graveling I-1 Lane & Tessmer Road

3

4

Menominee County Road Commission

INVOICE

P.O. Box 527

Stephenson MI 49887

Phone (906) 753-6914

Fax (906) 753-4319

Invoice #: 3WFP-005

05/14/12

To: Menominee County Board

Attn: Brian Bousley, County Administrator

839 10th Avenue

Menominee, MI 49858

DESCRIPTION	AMOUNT
Faithorn Township Project #1 - Graveling Elmer's Lane	11,678.60
Faithorn Township Project #2 - Graveling Gustafson Road	5,896.60
TOTAL	\$17,575.20

Please Remit Payment To:

Menominee County Road Commission

P.O. Box 527

Stephenson, MI 49887

Faithorn Township

Beginning Balances		Project #1	Project #2	Project #3	Project #4	Total Spent
Project Cost		11,678.60	12,024.02			23,702.62
MCRC	8,141.47	5,409.95	5,569.96	-	-	10,979.91
County	7,546.98	5,014.92	5,163.24	-	-	10,178.16
Township	1,886.75	1,253.73	1,290.81	-	-	2,544.54
Total	17,575.20	11,678.60	12,024.01	-	-	23,702.61

Project Descriptions:

	Date:	Work done:
# 1	05/07-05/08/12	Graveling Elmer's Lane
# 2	05/09-05/10/12	Graveling Gustafson Road
# 3		
# 4		

Menominee County Road Commission

INVOICE

P.O. Box 527

Stephenson MI 49887

Phone (906) 753-6914

Fax (906) 753-4319

Invoice #: 3WFP-006

05/14/12

To: Menominee County Board

Attn: Brian Bousley, County Administrator

839 10th Avenue

Menominee, MI 49858

DESCRIPTION	AMOUNT
Cedarville Township Project #1: Graveling Blue Fox Lane.	3,499.01
TOTAL	\$3,499.01

Please Remit Payment To:

Menominee County Road Commission

P.O. Box 527

Stephenson, MI 49887

**Three-Way Funding Program Statement
Cedarville Township**

Beginning		Project #1	Project #2	Project #3	Project #4	Total Spent
Balances		3,499.01	-	-	-	3,499.01
Project Cost						
MCRC	10,515.32	1,620.87	-	-	-	1,620.87
County	9,747.50	1,502.51	-	-	-	1,502.51
Township	2,436.87	375.63	-	-	-	375.63
Total	22,699.69	3,499.01	-	-	-	3,499.01

Project Descriptions:

Date: 04/19/12 Work done: Graveling - Blue Fox Lane

- # 1
- # 2
- # 3
- # 4

Menominee County Three-Way Road Funding Program Allocation by Township

	<u>BEGINNING BALANCE</u>			<u>DOLLARS SPENT</u>			<u>BALANCE REMAINING</u>					
	MCRC	COUNTY	TOWNSHIP CONTR.	TOTAL	MCRC	COUNTY	TOWNSHIP CONTR.	TOTAL	MCRC	COUNTY	TOWNSHIP CONTR.	TOTAL
Cedarville	10,515.32	9,747.50	2,436.87	22,699.69	1,620.87	1,502.51	375.63	3,499.01	8,894.45	8,244.99	2,061.24	19,200.68
Daggett	9,084.58	8,421.23	2,105.31	19,611.12	9,084.58	8,421.23	2,105.31	19,611.12	-	-	-	-
Faithorn	8,141.47	7,546.98	1,886.75	17,575.20	8,141.47	7,546.98	1,886.75	17,575.20	-	-	-	-
Gourley	6,837.55	6,338.27	1,584.57	14,760.39	-	-	-	-	6,837.55	6,338.27	1,584.57	14,760.39
Harris	23,811.74	22,073.02	5,518.25	51,403.01	-	-	-	-	23,811.74	22,073.02	5,518.25	51,403.01
Holmes	14,252.03	13,211.36	3,302.84	30,766.23	-	-	-	-	14,252.03	13,211.36	3,302.84	30,766.23
Ingallston	13,934.09	12,916.63	3,229.16	30,079.88	13,934.09	12,916.63	3,229.16	30,079.88	-	-	-	-
Lake	14,323.48	13,277.59	3,319.40	30,920.47	-	-	-	-	14,323.48	13,277.59	3,319.40	30,920.47
Mellen	10,325.98	9,571.98	2,393.00	22,290.96	10,325.98	9,571.98	2,393.00	22,290.96	-	-	-	-
Menominee	22,670.36	21,014.98	5,253.75	48,939.09	22,670.36	21,014.98	5,253.75	48,939.09	-	-	-	-
Meyer	9,784.76	9,070.29	2,267.57	21,122.62	-	-	-	-	9,784.76	9,070.29	2,267.57	21,122.62
Nadeau	20,259.00	18,779.70	4,694.93	43,733.63	-	-	-	-	20,259.00	18,779.70	4,694.93	43,733.63
Spalding	21,654.01	20,072.85	5,018.21	46,745.07	-	-	-	-	21,654.01	20,072.85	5,018.21	46,745.07
Stephenson	14,405.64	13,353.75	3,338.44	31,097.83	-	-	-	-	14,405.64	13,353.75	3,338.44	31,097.83
Total	\$ 200,000.01	\$ 185,396.13	\$ 46,349.05	\$ 431,745.19	\$ 65,777.35	\$ 60,974.31	\$ 15,243.60	\$ 141,995.26	\$ 134,222.66	\$ 124,421.82	\$ 31,105.45	\$ 289,749.93

MENOMINEE COUNTY BOARD OF COMMISSIONERS DISCUSSION ITEM

SUBJECT:	Medical Examiner Contract
DEPARTMENT:	Administration
ATTACHMENTS:	yes
SUMMARY:	The County Medical Examiner's contract is coming due in August. Administrator Bousley would like to start the bidding process for a new contract.
RECOMMENDED MOTION	

Submitted by: **Brian Bousley**

 05/17/2012
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):

MEDICAL EXAMINER CONTRACT

This contract is made and entered into this 31ST day of August, 2008, between Menominee County, a municipal corporation of the State of Michigan and Paul A Haupt, D.O.;

WHEREAS, the Board of Commissioners of Menominee County (hereafter the "Board") desires to appoint a medical examiner pursuant to Michigan Compiled Laws Annotated, Section 52.201; and

WHEREAS, the Board desires to set forth the terms and conditions under which the office of the Menominee County Medical Examiner will be operated; and

WHEREAS, the Board has undertaken to appoint Paul A. Haupt, D.O. as Menominee County Medical Examiner (hereafter "Haupt"); and

WHEREAS, Haupt and the Board have agreed upon the specifics as to how the office of Menominee County Medical Examiner shall be operated;

NOW THEREFORE, The Board and Haupt hereby agree as follows:

1. The Board shall appoint Haupt as Menominee County Medical Examiner to serve for a term of office of (4) years duration commencing August 31, 2008. The Board shall have only the power to remove Haupt from office pursuant to MCLA 52-201 only and for no other reason. However, either party shall have the option to terminate this contract upon 30 days notice.
2. Haupt shall faithfully discharge the duties of the Office of the Menominee County Medical Examiner as such duties are defined in Chapter 52 of Michigan Compiled Laws Annotated as in effect from time to time during his term of office.
3. Haupt shall be compensated as follows:
 - a. Commencing August 31, 2008, a monthly administration fee of \$2,675.00 shall be paid to Haupt.
 - b. Haupt or any deputy medical examiner shall be paid a fee of One Hundred Twenty and no/100 (\$120.00) dollars for each case in which Haupt or the deputy investigates a death that occurs within 10 miles of the City of Menominee. For investigations of death that occur more than 10 miles from the City of Menominee, a fee of One Hundred and Seventy Five and no/100 (\$175.00) Dollars shall be paid. Transportation costs for Haupt or any deputy medical examiner shall be reimbursed at the rate paid by the County to employees.

- c. For each day or part of a day in which Haupt and/or any deputy medical examiner is obligated to testify in any criminal or civil court proceeding, Haupt and/or such deputy medical examiner shall be paid at the rate of One Hundred and no/100 (\$100.00) Dollars per hour. The administrative fee will cover the conduct of an inquest by Haupt. The County shall be reimbursed for all testimony fees that are the responsibility of a private party.
4. The Board shall appoint not less than two (2) deputy county medical examiners as provided in MCLA provided however, that no person shall be appointed as a deputy county medical examiner without the advice and consent of Haupt.
5. The County shall provide (a) all necessary items to provide for proper medical investigation to include, by way of illustration and not of limitation, gloves, needles, syringes, specimen containers, a 35mm camera and related equipment, brief cases, etc., and (b) such stationery and office supplies and equipment as are necessary to the proper functioning of the office of medical examiner; and (c) adequate secretarial and clerical support to permit Haupt to properly and adequately discharge the duties of his office.
6. The Board shall and does hereby obligate and agree to indemnify and hold harmless Haupt, and any deputy medical examiners and any medical examiner investigators as are duly appointed from any and all costs, fees, awards, legal expenses, claims and charges arising out of the performance of their respective duties and out of the operation of any motor vehicle, by whoever owned. The County shall provide adequate liability insurance to Haupt, each deputy medical examiner and each medical examiner investigator; provided however, that the provision of liability insurance shall in no way limit, restrict or in any way relieve the County of its obligations under this indemnification provision which is intended and expressly agreed by the parties to be an absolute agreement and undertaking on the part of the County to Haupt, to each deputy medical examiner and to each medical examiner investigator. In addition, the County expressly makes itself liable for any injury or illness incurred by Haupt, any deputy medical examiner and any medical examiner investigator while in the performance of, or arising out of the performance of their duties hereunder on the same basis as if the person injured was an employee of the County for Michigan Workers Compensation purposes.
7. Haupt shall be responsible to provide the County with an annual budget request for the reasonable operations of the office of Medical Examiner and once approved by the Board the County shall pay all monthly bills within that budget.
8. The County Medical Examiner shall be provided a Five Thousand, five hundred and no/100 (\$5,500) Dollar appropriation for continuing medical examiner education over the period of the contract. Appropriation will be available on October 1, 2008.

9. Haupt and the deputy medical examiners shall be considered to be independent contractors. Haupt shall be responsible for the conduct of his office pursuant to the terms of Chapter 52 of MCLA and the Board shall have no control over the manner of means by which he performs such duties. Deputy county medical examiners shall be considered to be independent contractors for all purposes of this agreement. To the extent that Haupt and/or the deputy medical examiners are ever determined to be employees, the County shall be responsible for the payment of all unemployment compensation, workers compensation and the employer's share of social security contributions due.
10. The County shall make a single lump sum payment to Haupt monthly for the full amount of all administrative and investigative fees incurred by him during the previous month and shall also reimburse all expenses incurred by him in the same fashion as of any County department head. The County shall pay all amounts due to any deputy medical examiners monthly to such deputy medical examiner.

Dated: 8-26-08

Jim Lynch
Jim Lynch, Chairman
Menominee County Board of Commissioners

Mike Jasper 8-26-08
Witness
MIKE JASPER

Dated: 8/31/08

Paul A. Haupt
Dr. Paul A. Haupt, D. O.

Barbara J. Paradis
Witness

MENOMINEE COUNTY BOARD OF COMMISSIONERS DISCUSSION ITEM

SUBJECT:	Budget Timeline - Draft
DEPARTMENT:	Administration
ATTACHMENTS:	Yes
SUMMARY:	
<p>As discussed at the Finance Committee, the budget timeline is necessary for exposure to the general public. Brian would like to have a public input session prior to a draft being prepared. He has changed the date for a public input session to June 12, 2012 prior to the County Board meeting.</p>	
RECOMMENDED MOTION	

Submitted by: **Brian Bousley**

 05/17/2012
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):

2012/2013 FY Budget Timeline (DRAFT)

April 5th – Budget Worksheet Packets presented to Department Heads/Elected Officials

April 30th –Department Head/Elected Officials Budget Packets Due

May 1st to June 8th –Meeting with Department/Elected Offices on preliminary budget

~~May 22nd -Public Input on Budget (before any draft is prepared)~~ June 12th

June 25th -Finance Meeting (review Proposed First Budget)

July 10th - Draft of the Budget ready for the County Board

July 23rd –Scheduled Finance Committee Meeting

July 24th - Public Input on Budget

August 28th – Public Input on Budget

September 11th -Public Hearing on the Budget

September 11th –Final Budget submitted

September 25th -12/13 Budget Approved

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 May 7, 10 & 16, 2012 in the amount of \$155,784.41	
RECOMMENDED MOTION	

Submitted by: Brian Bousley

 05/17/2012
Date

WORKSHOP ACTION

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

COUNTY BOARD ACTION

DATE:

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

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

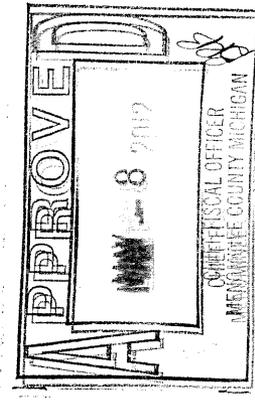
Special Revenue Funds

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
Check Register Report

Check	Vendor Name	Description	Status	Check Date	CheckAmount\$
Vchr#	Vendor's Ref#		Debit Account	\$Amount	
Check Date: 5/7/2012 - 5/7/2012 Bank Account: General - General					
90155	Mid Michigan Kennel		Open	05/07/2012	\$7,000.00
	24011	PO# 02637 K9 Training - T. Nast	281-345-881.00	\$7,000.00	
Total General					\$7,000.00
Grand Total:					\$7,000.00

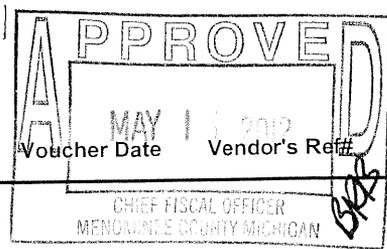


155,194.71



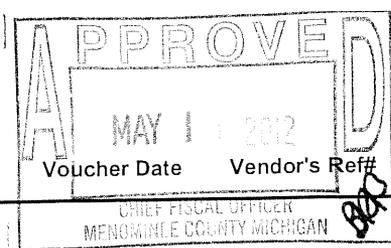
MENOMINEE COUNTY
Claims Audit Report

Vendor Name	Vcher#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General								
Ace Hardware								\$53.40
23970		5/1/2012	204534/2	Hinge - SelfClosing	101-265-755.00	10.98		
23971		5/1/2012	204535/2	Hinge	101-265-755.00	7.98		
23972		5/1/2012	204530/2	Building & Ground Supplies	101-265-755.00	34.44		
ALGER-DELTA COOPERATIVE ASSOCI								\$563.46
23983		4/30/2012	380300	Shakey Lakes Electrical	208-751-920.01	40.12		
23984		4/30/2012	379700	Shakey Lakes Electrical	208-751-920.01	65.38		
23985		4/30/2012	370500	Shakey Lakes Electrical	208-751-920.01	92.21		
23986		4/30/2012	1503500	Shakey Lakes Electrical	208-751-920.01	66.53		
23987		4/30/2012	383200	Shakey Lakes Electrical	208-751-920.01	51.00		
23988		4/30/2012	383001	Shakey Lakes Electrical	208-751-920.01	54.08		
23989		4/30/2012	383301	Shakey Lakes Electrical	208-751-920.01	36.88		
23990		4/30/2012	367100	Shakey Lakes Electrical	208-751-920.01	29.84		
23991		4/30/2012	367200	Shakey Lakes Electrical	208-751-920.01	86.28		
23992		4/30/2012	369802	Shakey Lakes Electrical	208-751-920.01	41.14		
ANDERSON AUTO & RV SALES INC								\$8.00
23964		5/7/2012	5/7/12	Ball (1 7/8")	205-315-981.00	8.00		
Anderson Culligan								\$33.25
24120		5/7/2012	20120507060C100035	Water for Circuit Court	101-131-931.00	33.25		
ANGELIS MENOMINEE INC								\$344.36
23952		4/7/2012	0050121-IN	Inmate Groceries	101-301-770.00	111.97		
23953		4/13/2012	0015052-IN	Inmate Groceries	101-301-770.00	131.07		
23954		4/23/2012	8172115-IN	Inmate Groceries	101-301-770.00	6.10		
23955		4/26/2012	0943211-IN	Inmate Groceries	101-301-770.00	95.22		
AT&T - Carol Stream, IL								\$391.55
24164		4/19/2012	906863661404	April 19 - May 18, 2012	266-325-850.00	222.55		
24171		4/19/2012	906863444104	April 19 - May 18, 2012	101-103-850.00	472.45		
24172		4/19/2012	906863202304	April 19 - May 18, 2012	101-103-850.00	-303.45		
AT&T Long Distance								\$221.94
24145		4/19/2012	854528091	Telephone Service	101-103-850.00	221.94		
Banc of America Leasing								\$139.97
24159		4/22/2012	012110991	Probation/Parole Office - Konica	101-131-942.00	139.97		
BAY AREA MEDICAL CENTER - 3100 SHORE DRIVE								\$243.00
24010		4/30/2012	MENCTY	Pre-Employment Physicals	208-751-801.01	243.00		
BAYSHORE VETERINARY CLINIC								\$39.45
23961		4/28/2012	11478	K9 Supplies	101-301-881.01	39.45		
Bob Barker Company, Inc.								\$183.18
23951		4/20/2012	WEB000214757	Inmate Supplies	101-301-770.00	183.18		
Body Works Plus								\$200.00
23963		4/27/2012	2012-38267-9 ACL	2011 Chevy Impala - Tow from the Casi	205-315-934.00	200.00		
BOURQUE PENNY								\$35.61
24181		5/5/2012	Reimbursement	Lunch Reimbursements	266-325-860.00	35.61		
BP								\$80.53
24102		4/2/2012	34164252	Gasoline Sales	249-371-742.00	80.53		
BRANYAN WESLEY C								\$55.55
24189		5/9/2012	Per Diem	Board of Canverssers	101-192-705.00	50.00		
24190		5/9/2012	Reimbursement	Board of Canverssers - Mileage	101-192-860.00	5.55		



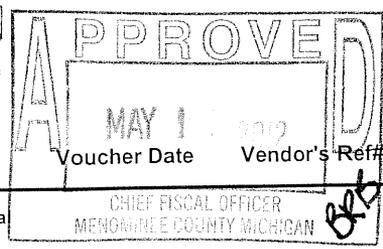
MENOMINEE COUNTY
Claims Audit Report

Vendor Name Vcher#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General							
Brunelle, Jennifer							\$120.71
24104	5/1/2012		Reimbursement Mileage	296-664-860.00	109.34		
24177	5/10/2012		Reimbursement Supplies	296-667-730.00	11.37		
BS&A Software							\$4,425.00
24146	5/1/2012	082425	Assessing System - 5/1/12 to 5/1/13	101-103-857.00	2,590.00		
24147	5/1/2012	081821	Tax System - 5/1/12 to 5/1/13	101-103-857.00	1,835.00		
Cellcom Wisconsin RSA 04							\$85.50
24103	4/5/2012	148676	Cellular Services	101-132-850.00	20.16		
24103	4/5/2012	148676	Cellular Services	296-664-850.00	51.31		
24103	4/5/2012	148676	Cellular Services	296-665-850.00	14.03		
CITY OF MENOMINEE - 2511 10TH ST.							\$351.67
24035	5/10/2012	June 2012	Monthly Rent	266-326-942.00	351.67		
CLOVERLAND PAPER CO							\$405.55
23949	4/27/2012	98460	Liners, Styro Cups, Lysol	101-301-770.00	144.94		
24144	4/27/2012	98461	Toilet Tissue & Mop Cleaner	101-265-755.01	96.65		
24182	5/4/2012	98539	Liners, Tissue, Clorox Wipes	101-265-755.01	163.96		
Cody, Glenn							\$4.40
24013	4/25/2012		Reimbursement Mileage - Parks Committee	208-751-860.00	4.40		
Corey's Auto Salvage							\$212.00
24005	5/1/2012	37149	Tire for White Dodge	101-265-981.00	30.00		
24196	4/24/2012	37136	M & B	208-751-930.02	182.00		
Country Mile Document Destruct							\$121.90
24095	5/7/2012	13033	Shredding of Documents	101-265-801.00	121.90		
CVSFlags.Com							\$359.45
24165	4/26/2012	100865347	Flags (x8)	101-265-755.00	359.45		
David F. Oeming, Jr.							\$80.00
24130	5/7/2012	2012-057-MI	Court Appointed Legal - Scott	101-148-807.00	80.00		
DAVID VANDERMISSEN							\$128.00
24154	4/30/2012	612952	Post at Parks	208-751-755.02	128.00		
DEKETO, LLC							\$903.00
24031	5/2/2012	DK 04-12	April 2012 Documents (x430)	256-277-857.00	903.00		
Dennis-Ruleau, Dawn							\$790.42
24105	5/1/2012		Reimbursement Mileage for training in Marquette	101-132-860.00	140.42		
24106	5/2/2012		April 2012 Crisis Intervention	296-668-801.00	650.00		
Dougovito, Greg							\$145.41
24123	5/2/2012		Reimbursement Mileage & Meals	101-132-801.00	37.91		
24124	5/2/2012	4803	Transport of a Juvenile (Bay Pines to M	101-132-801.01	31.50		
24124	5/2/2012	4803	Transport of a Juvenile (Bay Pines to M	101-132-801.00	76.00		
Dreamscape Communications							\$69.99
24032	4/20/2012	w2392	Annex - Wireless Internet	101-261-850.00	69.99		
DTE Energy							\$85.15
24158	4/26/2012	462245200011	Annex - Heating	101-261-920.04	85.15		



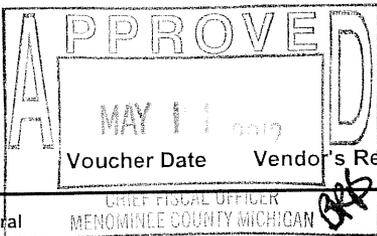
MENOMINEE COUNTY
Claims Audit Report

Vendor Name	Vcher#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General								
EAGLEHERALD PUBLISHING, LLC								\$445.06
23967	4/30/2012	1445	Election Notice	101-262-727.00	315.35			
23969	4/30/2012	1406	Advertising	101-101-901.00	58.60			
23973	4/30/2012	1408	Seeking Applications	101-101-901.00	21.51			
24100	4/30/2012	4114	Advertising - Treasurer's Office	101-253-901.00	49.60			
Employee Benefits Agency, Inc.								\$256.00
23975	5/1/2012	2822	ABS Monthly Administration Fees - May	101-103-712.02	256.00			
ESSER PAINT & GLASS								\$315.00
24096	4/17/2012	3034	3 Plexiglass for Parks	208-751-755.02	157.50			
24097	3/29/2012	3033	3 Plexiglass for Parks	208-751-755.02	157.50			
EVANS, JOHN RN								\$100.00
24136	4/28/2012	Blood Draw	T. A. White (4/28/12)	101-267-801.01	100.00			
FOLEY'S BUILDING & SUPPLY INC.								\$4,148.00
24162	5/9/2012	Seglund	Windows & Flooring	274-690-809.63	4,148.00			
Friends Ofc Prod Whse Direct								\$89.74
24139	4/24/2012	0163521	FOC - Office Supplies	101-141-727.00	89.74			
GENESIS GRAPHICS								\$492.36
24195	5/9/2012	44392	Remonumentation Supplies	243-246-765.00	492.36			
GREAT AMERICAN DISPOSAL CO THE								\$1,194.85
24131	5/1/2012	25102528	Annex - Garbage Removal (x2 months)	101-261-930.04	104.64			
24132	5/1/2012	25102526	Shakey & Kleinke - Garbage Removal	208-751-942.00	1,090.21			
Hafeman, Bill								\$93.29
24185	5/9/2012	Per Diem	Board of Canverssers	101-192-705.00	50.00			
24186	5/9/2012	Reimbursement	Board of Canverssers - Mileage	101-192-860.00	43.29			
Hashimoto Sewer Service, Inc.								\$205.00
23996	5/1/2012	9709	Cleared Grease Pits in Kitchen (3 Month	101-265-755.00	205.00			
Hasse, Jean								\$31.18
24180	5/7/2012	Reimbursement	Lunch Reimbursement	266-325-860.00	31.18			
HERRILD, RENEE								\$28.49
24176	5/10/2012	Reimbursement	Clipboard & Business Cards & Postage	101-141-727.00	25.96			
24176	5/10/2012	Reimbursement	Clipboard & Business Cards & Postage	101-141-729.00	2.53			
Hi Tec Building Services								\$1,495.00
24007	4/30/2012	2993	Cleaning Services for April 2012	101-265-801.00	1,495.00			
J S ELECTRONICS, INC.								\$522.50
24033	3/28/2012	17055	Two CAT6 Data Cables	266-325-934.00	97.50			
24034	5/1/2012	17103	Tower Lease - May 2012	266-326-942.00	425.00			
Jasper, Mark								\$27.75
24143	4/30/2012	Reimbursement	Mileage - April 2012	101-101-860.05	27.75			
Jerzyk, Audrey								\$55.55
24191	5/9/2012	Reimbursement	Board of Canverssers - Mileage	101-192-860.00	5.55			
24192	5/9/2012	Per Diem	Board of Canverssers	101-192-705.00	50.00			
Joel Hensley, RN								\$1,365.00
23960	5/6/2012	Nursing Services	May 1 - May 15, 2012	101-301-770.01	1,365.00			
Kakuk, Tammany								\$1,023.04
24128	5/2/2012	4807	Foster Care Cost (A.M. L.)	292-662-843.02	1,023.04			



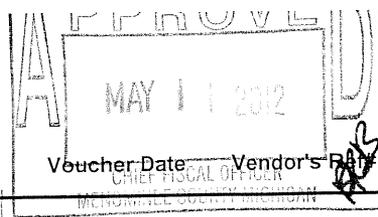
MENOMINEE COUNTY
Claims Audit Report

Vendor Name Vcher#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General							
Kleiman, Marc 24111	5/9/2012		Reimbursement Mileage - May 8, 2012 Election	101-262-860.00	13.76		\$13.76
Kulwich, Gerald 24178	5/10/2012		Reimbursement Mileage	296-665-860.00	210.68		\$210.68
Lang, Bernard 24142	4/30/2012		Reimbursement Mileage for April 2012	101-101-860.01	392.38		\$392.38
LENCA SURVEYING 24155	4/28/2012	12049	Project Year 2012 (April 10 - 29th, 2012	243-246-801.07	4,518.70		\$4,518.70
Lesperance, Diane 24121	5/7/2012		Reimbursement UP Treasurers Mtg & Spring Conferenc	101-253-860.00	137.70		\$137.70
Linderoth, Janis 23966	5/3/2012		Reimbursement Mileage - UP Fair Authority	101-101-860.09	33.30		\$33.30
LONG HEATING & COOLING INC 24006	5/1/2012	5-1-12	Park - Repair	208-751-930.03	26.90		\$26.90
Lufts Advertiser 23948	4/21/2012	4/21/12	Disposal Box Posters (x1000)	101-301-727.00	100.00		\$224.50
	24152	4/27/2012	April 2012 Advertising	101-101-901.00	124.50		
MACNLOW Associates 24110	5/8/2012		Registration Fee PO# 02633 Training Police Supervision	264-363-881.00	1,125.00		\$1,125.00
Meade, Brenda 24125	5/2/2012		Reimbursement Mileage	101-132-801.00	75.59		\$161.84
	24126	5/2/2012	4806 Transport of a Juvenile (Bay Pines to M	101-132-801.00	26.25		
	24126	5/2/2012	4806 Transport of a Juvenile (Bay Pines to M	101-132-801.00	60.00		
MEIERS SIGNS INC 23965	4/27/2012	27008	Vinyl Lettering for Patrol Cars	205-315-981.00	780.00		\$780.00
Meintz, Charlie 24109	5/5/2012		Reimbursement Mileage - April 2012	101-101-860.04	61.05		\$61.05
Melissa Rabideau 24198	5/10/2012	4811	Child Care for I.S.	292-662-955.00	200.00		\$200.00
Menacher, Dan 24002	5/7/2012		Reimbursement Hotel, Postage, & Office Supplies	249-371-860.00	69.29		\$121.65
	24002	5/7/2012	Reimbursement Hotel, Postage, & Office Supplies	249-371-729.00	5.75		
	24002	5/7/2012	Reimbursement Hotel, Postage, & Office Supplies	249-371-727.00	46.61		
Menards - Marinette 24173	4/25/2012	28550	Salt, Shovel, Washer & Gasket	208-751-930.02	31.22		\$328.73
	24174	5/7/2012	31845 Building & Ground Supplies	101-265-755.00	165.24		
	24193	5/4/2012	30993 Bulbs	101-265-755.00	132.27		
MENOMINEE ANIMAL SHELTER 24166	4/24/2012	1203	March 2012 Impounding	101-601-958.00	357.15		\$357.15
MENOMINEE COUNTY CLERK 23978	5/4/2012		Notary Sarah Maus	101-141-803.00	10.00		\$10.00
MENOMINEE COUNTY JOURNAL 23968	5/1/2012	136	Sealed Bids & Hazardous Waste Day	101-101-901.00	66.00		\$118.00
	23974	5/1/2012	135 Notice Application for Board Members	101-101-901.00	28.00		
	24099	5/1/2012	138 Help Wanted - Treasurer's Office	101-253-901.00	24.00		



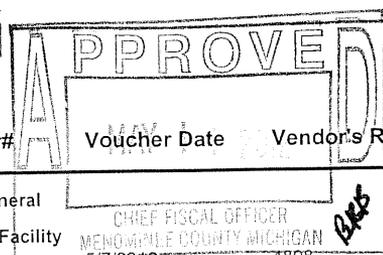
MENOMINEE COUNTY
Claims Audit Report

Vendor Name	Vcher#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General								\$182.00
MGT of America, Inc.	24134	4/25/2012	22136	Jan, Feb, March 2012 - FOC	101-141-801.00	182.00		
Michigan Chamber Services, Inc	24140	4/2/2012	426564	2012 Employment Law Handbook	101-172-802.00	107.50		\$107.50
Michigan Counties Workers'	23976	5/4/2012	8967	2012 Third Quarter Installment Billing	101-101-716.00	116.79		\$25,883.00
	23976	5/4/2012	8967	2012 Third Quarter Installment Billing	101-131-716.00	44.98		
	23976	5/4/2012	8967	2012 Third Quarter Installment Billing	101-132-716.00	106.78		
	23976	5/4/2012	8967	2012 Third Quarter Installment Billing	101-136-716.00	386.55		
	23976	5/4/2012	8967	2012 Third Quarter Installment Billing	101-141-716.00	500.11		
	23976	5/4/2012	8967	2012 Third Quarter Installment Billing	101-148-716.00	31.32		
	23976	5/4/2012	8967	2012 Third Quarter Installment Billing	101-150-716.00	3.09		
	23976	5/4/2012	8967	2012 Third Quarter Installment Billing	101-172-716.00	381.14		
	23976	5/4/2012	8967	2012 Third Quarter Installment Billing	101-215-716.00	201.13		
	23976	5/4/2012	8967	2012 Third Quarter Installment Billing	101-253-716.00	147.64		
	23976	5/4/2012	8967	2012 Third Quarter Installment Billing	101-257-716.00	295.07		
	23976	5/4/2012	8967	2012 Third Quarter Installment Billing	101-261-716.00	34.36		
	23976	5/4/2012	8967	2012 Third Quarter Installment Billing	101-265-716.00	1,160.58		
	23976	5/4/2012	8967	2012 Third Quarter Installment Billing	101-267-716.00	734.93		
	23976	5/4/2012	8967	2012 Third Quarter Installment Billing	101-268-716.00	60.53		
	23976	5/4/2012	8967	2012 Third Quarter Installment Billing	101-301-716.00	11,736.26		
	23976	5/4/2012	8967	2012 Third Quarter Installment Billing	101-331-716.00	12.15		
	23976	5/4/2012	8967	2012 Third Quarter Installment Billing	101-426-716.00	25.73		
	23976	5/4/2012	8967	2012 Third Quarter Installment Billing	101-648-716.00	48.61		
	23976	5/4/2012	8967	2012 Third Quarter Installment Billing	101-682-716.00	36.01		
	23976	5/4/2012	8967	2012 Third Quarter Installment Billing	205-315-716.00	6,587.99		
	23976	5/4/2012	8967	2012 Third Quarter Installment Billing	205-316-716.00	497.92		
	23976	5/4/2012	8967	2012 Third Quarter Installment Billing	208-751-716.00	1,007.84		
	23976	5/4/2012	8967	2012 Third Quarter Installment Billing	249-371-716.00	128.77		
	23976	5/4/2012	8967	2012 Third Quarter Installment Billing	266-325-716.00	333.21		
	23976	5/4/2012	8967	2012 Third Quarter Installment Billing	266-326-716.00	34.31		
	23976	5/4/2012	8967	2012 Third Quarter Installment Billing	271-790-716.00	673.81		
	23976	5/4/2012	8967	2012 Third Quarter Installment Billing	296-663-716.00	226.26		
	23976	5/4/2012	8967	2012 Third Quarter Installment Billing	296-664-716.00	174.28		
	23976	5/4/2012	8967	2012 Third Quarter Installment Billing	296-665-716.00	154.85		
MICHIGAN DISTRICT JUDGES ASSOC	24157	5/7/2012	Dues	Dues for Calendar Yr 2012 - Judge Bar	101-136-802.00	200.00		\$200.00
MICHIGAN ELECTION RESOURCES	24137	4/23/2012	28606	PO# 02636 - Ballots May 8, 2012	101-262-727.00	1,387.83		\$1,387.83
MILLERS ACTION OFFICE SUPPLY I	24101	5/8/2012	085523	Office Supplies - Emergency Managem	101-426-727.00	69.75		\$503.13
	24160	4/27/2012	085292	Toner - Clerk's Office	101-215-727.00	157.99		
	24161	4/27/2012	085092l	Office Supplies	101-150-727.00	47.98		
	24161	4/27/2012	085092l	Office Supplies	101-215-727.00	121.42		
	24184	5/2/2012	085404	Underdesk Drawer	101-268-727.00	105.99		
MR TIRE	24012	5/1/2012	442296	Mount & Balance - White Dodge	101-265-981.00	11.00		\$11.00
Office Depot, Inc.	24138	4/16/2012	605414842001	District - Desktop Calculator	101-136-727.00	5.18		\$214.01
	24150	4/18/2012	605766269001	Office Supplies	208-751-727.00	208.83		



MENOMINEE COUNTY
Claims Audit Report

Vendor Name Vcher#	Voucher Date	Vendor's PAID#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General							\$309.46
PAIDL'S TRUE VALUE HARDWARE							
24014	4/2/2012	B37911	Park Supplies	208-751-755.02	8.49		
24015	4/3/2012	A35609	Park Supplies	208-751-755.02	88.93		
24016	4/5/2012	B38055	Park Supplies	208-751-755.02	0.79		
24017	4/5/2012	A35726	Park Supplies	208-751-755.02	25.98		
24018	4/10/2012	A35916	Park Supplies	208-751-755.02	15.98		
24019	4/12/2012	A36025	Park Supplies	208-751-755.02	4.72		
24020	4/13/2012	A36070	Park Supplies	208-751-755.02	6.99		
24021	4/16/2012	B38720	Park Supplies	208-751-755.02	14.38		
24022	4/16/2012	B36212	Park Supplies	208-751-755.02	34.99		
24023	4/17/2012	B38786	Park Supplies	208-751-755.02	8.54		
24024	4/24/2012	A36549	Park Supplies	208-751-755.02	3.08		
24025	4/24/2012	A36564	Park Supplies	208-751-755.02	19.74		
24026	4/25/2012	A36595	Park Supplies	208-751-755.02	19.52		
24027	4/25/2012	B39242	Park Supplies	208-751-755.02	9.64		
24028	4/26/2012	A36671	Park Supplies	208-751-755.02	2.58		
24029	4/30/2012	A36850	Park Supplies	208-751-755.02	43.12		
24030	4/30/2012	A36860	Park Supplies	208-751-755.02	1.99		
Pan-O-Gold Baking Co.							\$59.43
23956	4/17/2012	00040683210804	Inmate Groceries	101-301-770.00	59.43		
Pearson, Jim							\$149.85
24004	4/30/2012	Reimbursement	Mileage - April 2012	101-101-860.03	149.85		
Pinecrest Medical Center							\$15.00
23962	5/1/2012	April 2012	Telephone Charges	205-315-727.00	15.00		
PrintersPlus!							\$110.00
24098	5/3/2012	11497	Ticket Envelopes - District	101-136-727.00	110.00		
Quill Corporation							\$377.36
23942	4/25/2012	2731085	External DVD Drive, DVDR	101-301-727.00	119.98		
23943	4/26/2012	2785653	CD Three-Ring Bin	101-301-727.00	28.98		
23945	4/18/2012	2573231	Batteries, Dry Erase Markers	101-301-727.00	201.44		
23946	4/18/2012	2573746	Batteries & Pens	101-301-727.00	26.96		
Rabida, Katrina							\$8.00
24003	5/4/2012	Reimbursement	Bridge Fare	101-426-860.00	8.00		
Randall Phillipps							\$212.50
24112	5/8/2012	2003-10463-DS	Court Appointed Legal - Compo	101-131-807.00	25.00		
24113	5/8/2012	2007-12271-DS	Court Appointed Legal - Koeppler	101-131-807.00	37.50		
24114	5/8/2012	2006-11791-DO	Court Appointed Legal - Taylor	101-131-807.00	25.00		
24115	5/8/2012	1999-9052-DP	Court Appointed Legal - Zuraski	101-131-807.00	25.00		
24116	5/8/2012	1998-8669-DP	Court Appointed Legal - LaCombe	101-131-807.00	25.00		
24117	5/8/2012	1997-8080-DS	Court Appointed Legal - DeCamp	101-131-807.00	25.00		
24118	5/8/2012	2007-11986-DP	Court Appointed Legal - Craven	101-131-807.00	25.00		
24119	5/8/2012	2008-12351-DS	Court Appointed Legal - Sithamat	101-131-807.00	25.00		
REDWOOD TOXICOLOGY LABORATORY							\$50.00
24127	5/2/2012	00719820123	Drug Testing	296-665-801.00	50.00		
Reinhart Foodservice							\$1,057.97
23957	4/24/2012	117406	Inmate Groceries	101-301-770.00	116.71		
23958	4/24/2012	116321	Inmate Groceries	101-301-770.00	150.80		
23959	4/24/2012	116322	Inmate Groceries	101-301-770.00	790.46		



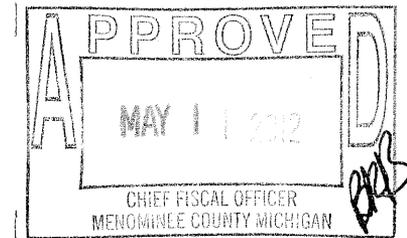
MENOMINEE COUNTY
Claims Audit Report

Vendor Name	Vcherr#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General								\$3,600.00
Sault Tribe Youth Facility	24129	5/7/2012	4808	Out of Home Placement Cost (T.S.)	292-662-843.05	3,600.00		
Short, Mary Kay	24148	4/30/2012		Reimbursement Mileage	101-131-860.00	77.70		\$77.70
SimplexGrinnell	24167	4/19/2012	67695374	Battery (x2)	101-265-801.00	162.76		\$488.28
	24168	4/19/2012	67695376	Battery (x2)	101-265-801.00	162.76		
	24169	4/19/2012	67695377	Battery (x2)	101-265-801.00	162.76		
State of Michigan/Notary	23979	5/4/2012		Notary Fee Sarah Maus	101-141-803.00	10.00	x	\$10.00
Tammy Olson	24179	5/5/2012		Reimbursement Lunch Reimbursement	266-325-860.00	22.14		\$22.14
Testin, Matt	23980	5/7/2012		Reimbursement BC/BS Change of Coverage	704-000-232.00	72.20		\$72.20
The Advertiser	23944	4/30/2012	040261	Community Awareness Avertising	101-301-727.00	19.20		\$19.20
The First National Bank&Trust	24135	5/2/2012	628840339	FOC Service Charge	101-141-817.00	31.80		\$31.80
Time Warner Cable	23950	4/30/2012	004-620475202-001	May 6 - June 5, 2012	101-301-770.00	124.16		\$124.16
TWIN CITY ELECTRIC, Inc.	23982	5/1/2012	77868	Move Panic Button - Magistrate	101-265-755.00	488.35		\$896.77
	24194	5/1/2012	77869	Panasonic Telephone - FOC x157	215-141-934.00	408.42		
TWIN CITY SERVICE AGENCY INC	24175	5/4/2012	9581	Surety Bond - Sarah Maus	101-141-803.00	55.00		\$55.00
U.E.S. COMPUTERS, INC.	23947	4/25/2012	60396	1 Gb Ram for System 24936-02	101-301-727.00	66.00		\$1,702.99
	23981	4/26/2012	60418	PO# 02632 Printer for FOC Office	215-141-934.00	549.00		
	23995	5/1/2012	60462	Monthly DVD Backup - April 2012	101-103-857.00	100.00		
	24156	2/23/2012	59647	Clerk's Office - Counter Workstation	101-215-970.00	968.00		
	24170	4/25/2012	60393	BlackBerry Enterprise Server	101-426-850.00	99.99		
UPCAP SERVICES INC	24008	3/31/2012	1444	Work Crew Kleinke Park	208-751-930.04	8.35		\$105.63
	24197	4/30/2012	1481	Work Crew Services	208-751-930.04	25.05		
	24199	4/30/2012	1478	Work Crew Services (4/3 & 4/5)	208-751-930.04	72.23		
Valenti, Susan F.	23977	4/17/2012	M11-003439-FH	Transcript (People v Seymour)	101-131-806.00	22.30		\$440.80
	24141	4/30/2012		Reimbursement Mileage & Meals	101-131-860.00	418.50		
WALL LARRY	24163	5/10/2012	Seglund	Project Soft Costs & Admin Fee	274-690-809.63	179.49		\$2,367.30
	24163	5/10/2012	Seglund	Project Soft Costs & Admin Fee	274-690-809.63	2,187.81		
Wallace Building & Supply, Inc	24000	4/17/2012	172919	Park Supplies	208-751-755.02	57.95		\$139.90
	24001	4/13/2012	172896	Park Supplies	208-751-755.02	81.95		

**MENOMINEE COUNTY
Claims Audit Report**

Claim Total

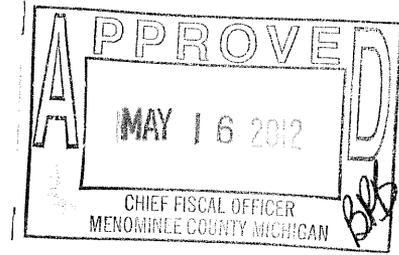
Vendor Name Vcher#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General							
WALTER BROTHERS INC							\$29.85
23941	4/6/2012	B132285	Single Sided keys	101-301-727.00	3.38		
23999	4/26/2012	A163954	Gasket Material	208-751-755.02	8.99		
24009	4/10/2012	B132484	Hitch Ball & Door Hinge	101-265-755.00	17.48		
Warner, Fredrick							\$264.57
24107	5/2/2012	Reimbursement	Mileage & Supplies - Can Zone	296-667-801.01	15.77		
24107	5/2/2012	Reimbursement	Mileage & Supplies - Can Zone	296-668-801.00	107.80		
24108	5/2/2012	4801	Can Zone	296-668-801.00	141.00		
Waste Management							\$412.52
24153	5/1/2012	1348184-1856-5	Garbage Removal	101-265-801.00	412.52		
Wennergren, Mary Jo							\$52.78
24187	5/9/2012	Reimbursement	Board of Canversssers - Mileage	101-192-860.00	2.78		
24188	5/9/2012	Per Diem	Board of Canversssers	101-192-705.00	50.00		
White Water Associates, Inc.							\$120.00
23997	5/2/2012	127719	Water Analysis - 4/24/12 (x4)	208-751-920.00	60.00		
23998	5/1/2012	127703	Water Analysis - 4/25/12 (x4)	208-751-920.00	60.00		
Wil-Kil Pest Control							\$60.00
24133	4/27/2012	2019280	Courthouse	101-265-801.00	60.00		
WISCONSIN PUBLIC SERVICE CORP - P O BOX 19003							\$6,336.98
23993	4/30/2012	0402191663-00001	Health Care Center	101-265-920.03	228.48		
23993	4/30/2012	0402191663-00001	Health Care Center	101-265-920.04	147.77		
23994	4/30/2012	0402047856-00004	Courthouse	101-265-920.04	1,851.98		
24149	4/26/2012	1099283482-00000	Bailey House	208-751-920.01	23.26		
24149	4/26/2012	1099283482-00000	Kleinke Street Lighting	208-751-920.01	29.24		
24149	4/26/2012	1099283482-00000	Bailey Park Street Lighting	208-751-920.01	12.72		
24151	4/26/2012	0402047856-00006	Stoney Point Street Lighting	208-751-920.01	33.22		
24183	5/4/2012	0402055840-00001	Jail	101-265-920.03	4,010.31		
Total Amount for Bank Account: General							\$79,939.16



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							\$68,845.25
MI Conference of Teamsters							
24239	05/16/2012	June 2012	Health Insurance Premium	101-103-712.00	42,339.02		
24239	05/16/2012	June 2012	Health Insurance Premium	205-315-712.00	9,756.98		
24239	05/16/2012	June 2012	Health Insurance Premium	205-316-712.00	1,284.90		
24239	05/16/2012	June 2012	Health Insurance Premium	208-751-712.00	2,141.09		
24239	05/16/2012	June 2012	Health Insurance Premium	296-663-712.00	1,284.90		
24239	05/16/2012	June 2012	Health Insurance Premium - Airport	701-000-231.10	1,284.90		
24239	05/16/2012	June 2012	Health Insurance Premium	704-000-232.00	10,753.46		
Total Amount for Bank Account: General							\$68,845.25



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**

 05/17/2012
Date

WORKSHOP ACTION

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

COUNTY BOARD ACTION

DATE:

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

rec
5/7/12
BRL

MENOMINEE COUNTY
BOARD OF COMMISSIONERS
REIMBURSEMENT VOUCHER

COPY

Mileage: \$0.555/mile ~ effective 01 January 2012

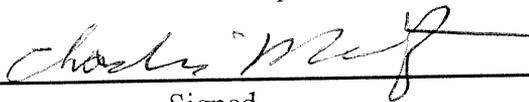
*Meals Breakfast ~ up to \$7.50
Lunch ~ up to \$10.00
Dinner ~ up to \$17.50

*must attach receipt for reimbursement

Name: Charlie Meintz ~ District 4

Date	Meeting Place	# of miles	X .555/mile	Total Cost	Account Number
4-4	cow meeting	50		27.75	101-101-860.04
4-10	Board meeting	60		33.30	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	61.05	
Total Mileage Fee					61.05

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



Signed

May 5 2012

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**

 05/17/2012
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

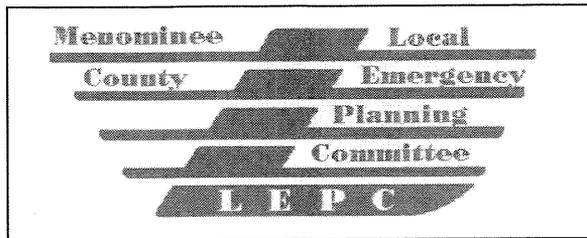
S904 US HIGHWAY 41 STEPHENSON, MI 49887
PHONE: 906-753-6343 www.menomineecounty.com FAX:906-753-2200

MONTHLY BUILDING PERMIT REPORT

05/01/2012

PERMIT#	DATE ISSUED	OWNER	ADDRESS	TWP.	PERMIT FEE
P12656-12	04/05/12	BARKER WALTER G & SHELLEY A	N1012 CO RD 577	MENOMINEE TWP.	\$602.16
Work :	1.NEW DWELLING	SINGLE FAMILY DWELLING W/ATTACHED TWO CAR DETACHED GARAGE			010-020-014-21
P12657-12	04/11/12	LINNANE PATRICK	CO RD 577	FAITHORN TWP.	\$137.72
Work :	3.GARAGE	28X28 POLE BUILDING			003-111-012-00
P12658-12	04/11/12	MASSEY RONALD J & MADORE	N2048 RANGELINE DR	INGALLSTON TWP.	\$121.64
Work :	3.GARAGE	POST FRAME GARAGE			007-107-002-00
P12659-12	04/11/12	LANAVILLE ALLEN & LAURIN ALICE	N13605 US HWY 41	NADEAU TWP.	\$75.00
Work :	3.GARAGE	16X20 DETACHED GARAGE			012-017-014-00
P12660-12	04/12/12	KING FLORENCE B	BARTOSZEK RD 47	HARRIS TWP.	\$262.50
Work :	1.NEW DWELLING	CAMP WITH ATTACHED GARAGE			005-101-014-00
P12661-12	04/16/12	GOOD WENDY	N16471 A-1 RD	HARRIS TWP.	\$124.60
Work :	2.ADDITION	20X26 ROOM AND PORCH ADDITION			005-012-001-50
P12662-12	04/16/12	BABAN BILL GAVRILA & CARMEN FL	W4305 US HWY 2	SPALDING TWP.	\$151.80
Work :	3.GARAGE	24X40 GARAGE			013-208-007-00
P12663-12	04/16/12	LANTZ ROBERT & CAROL	W5402 7 RD	MENOMINEE TWP.	\$161.40
Work :	3.GARAGE	54X20 POLE FRAME BUILDING			010-126-010-00
P12664-12	04/16/12	ADERMAN FRANCES & ADAMS	N12069 N-3 LN	NADEAU TWP.	\$182.64
Work :	1.NEW DWELLING	CAMP W/ PORCH			012-202-003-00
P12665-12	04/19/12	JOHNSON MARK & MARGARET	W6965 SOBIESKI RD	MENOMINEE TWP.	\$192.00
Work :	1.NEW DWELLING	30X30 CAMP			010-130-002-00
P12666-12	04/18/12	THIRY THOMAS E JR	34.5 LN	NADEAU TWP.	\$283.32
Work :	4.MANUFACTURED	INSTALL DOUBLE WIDE MANUFACTURED HOME			012-008-001-50

Michael Shaffer, Chairperson
Northern Coatings and Chemical Co.
705 Sixth Avenue
Menominee, MI 49858
906-863-2641
mshaffer@northerncoatings.com



Ken Marks
Information Coordinator
831Tenth Avenue
Menominee, MI 49858
906-863-4441
kmarks@menomineeco.com

Minutes

February 9, 2012 - 1:30pm
ISD Building, 1201 41st Avenue, Menominee

The meeting was called to order at 1:31pm by Chairman Mike Shaffer.

Sign-in sheet was passed around.

Members Present: Trina Rabida, Kim Pepin, Mark Erickson, Mark Kwarciany, Valerie Hallam, Mark Weber, Mike Shaffer, Brian Bousley, James Furlong, Don DeTemple, Michael Cramer, Nicole Swanson, Lisa Schram, Brian Kallestad, Kenny Marks, Mark Petersen and Erik Bergh.

Members Excused: Debra Wormwood, Michigan State Police, Brett Botbyl.

Motion by Mark Erickson, seconded by James Furlong to approve the meeting agenda.

Motion by James Furlong, seconded by Valerie Hallam to approve the minutes from the July 19, 2011 meeting.

No public comment.

Peter Van Steen and Michelle De Witt from CUPPAD discussed the Pre-Disaster Mitigation Plan update they are working on for Menominee County. The county's plan was approved by FEMA on April 25, 2007 and updates are required every five years. The current plan will expire on April 25, 2012. They handed out Chapter 3, which lists the hazards present in the county, for review and feedback. Members should review Chapter 3, noting whether the rankings are still valid or if additional hazards should be listed. Feedback should be provided to Peter by the end of March. He also asked what had been done in terms of updating or reviewing the plan with the past five years. Question was raised as to whether or not the Hannahville Indian Community had previously been involved in the planning – they had not. Peter and Michelle handed out in-kind match sheets; these should be filled out whenever anything is done in the planning process (i.e., meetings/discussions) and returned to Peter. The county has a \$3,350 in-kind match that needs to be met. Anyone paid with federal funding cannot use their time towards the in-kind match.

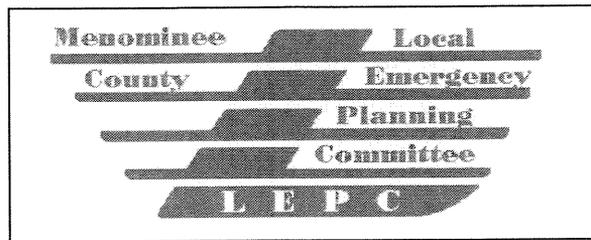
Members present at the meeting indicated that they are interested in staying on the LEPC.

Copies of the by-laws were provided. They have not been updated since 2002; everyone should review and provide any feedback prior to the next meeting as we will be seeking approval on them at that time.

Everyone received a copy of the 2012 meeting schedule and there were no objections to it.

Sheriff Ken Marks is now the LEPC's Public Information Coordinator. Short discussion regarding his duties; these are listed in the by-laws.

Michael Shaffer, Chairperson
Northern Coatings and Chemical Co.
705 Sixth Avenue
Menominee, MI 49858
906-863-2641
mshaffer@northerncoatings.com



Ken Marks
Information Coordinator
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Menominee, MI 49858
906-863-4441
kmarks@menomineeco.com

Everyone was reminded to keep their contact information current; and to contact Mike Shaffer or Trina Rabida with any changes.

Old Business:

E-Team: Short discussion regarding E-Team, an online incident management system used throughout the state. Mike Shaffer provided some information about the functions and capabilities of E-Team. Some LEPC members do have access. Trina Rabida does not yet have access, as there is training required. However, the training has all but stopped, as the state is currently looking at getting a new system.

New Business:

None

Emergency Management Coordinator Report:

Trina Rabida is the new EM Coordinator for Menominee County. She stated that she had submitted an HMEP Grant application, which would give the county \$250 for each new plan developed (two) and \$30 for each plan that is updated (six). There is also another \$1,000 available from the grant; she asked if anyone had ideas what to use that for. Suggestions were to have a hazmat drill and/or do a traffic commodity flow study. The grant has not yet been formally approved so further decisions will be made once we know the status. She also asked everyone to review the LEPC page on the county's website and let her know of any updates or changes; she will be changing the membership list once that is final.

302 Site Plan Status Update as of 11/18/2011 – Reviewed the status of the plans. Two facilities do not have plans in place; six facilities have plans that should probably be updated.

Any other information of interest

Mark Petersen asked whether the North LEPC and South LEPC that the county used to have were disbanded. Chairman Mike Shaffer stated that we can only have one LEPC, so there will no longer be separate groups meeting. The question was raised as to whether or not we should have one or two meetings elsewhere in the county; Chairman Mike Shaffer suggested Stephenson. There were no objections to possibly doing so in the future.

Motion by James Furlong, seconded by Mark Erickson to adjourn. Meeting adjourned at 2:26pm.

MENOMINEE COUNTY PLANNING COMMISSION

S904 U.S. Highway 41, Stephenson, MI 49887

906-753-2209

MINUTES

February 18, 2012

Call to Order

The Menominee County Planning Commission meeting was called to order at 9:05 AM CST by Chair Lillian Schultz on February 18, 2012 at the Michigan State University Extension office, in Stephenson, MI. The meeting opened with the Pledge of Allegiance.

Roll Call

Present: Erik Bergh; Jim Pearson; Charlene Peterson; Lillian Schultz; Warren Suchovsky. (WS left at 11:15 AM)

Excused: Bill Anderson Absent: Wayne Erickson

Quorum to vote was present.

Public Comment (none) –

Approval of Agenda

Motion by Bergh, support by Suchovsky to approve agenda. Motion carried.

Approval of Minutes

Meeting minutes from the January 30, 2012 meeting were approved as written. Motion by Pearson, support by Schultz. Motion carried.

OLD BUSINESS:

A chapter by chapter review ensued to discuss the updated information. Chapters 7 and 9 still need additional verification and updating. If chapters 2 thru 9 are satisfactory at the March meeting, the next step will be to review Chapters 10 and 11 which bases its statements on the foundation of Chapters 2 thru 9. No official action was taken on any of the submitted changes at this time. Maps and appendices will need to be addressed also.

The balance of the document with a few deletions and changes in wording are getting ready for submission to the county departments for review of their specific sections. After this is completed, copies will be provided to the County Board commissioners for their review. The

MCPC is doing its utmost to make this a user-friendly document and streamline its content to useful information.

NEW BUSINESS:

CUPPAD submitted the updated Mellen Township Zoning Ordinance for review. The changes were reviewed. Basic updates to conform to Michigan's Zoning Enabling Act have been made. No action was taken.

Next Meeting Date: ~~Monday—March 5, 2012~~ (meeting cancelled & rescheduled)
for May 14, 2012

Time: 5:00 PM

Place: MSU Extension office in Stephenson

Public Comment: (none)

Adjournment:

Motion to adjourn by Bergh, support by Pearson. Carried.

Meeting adjourned at 11:55 AM.

Minutes submitted by:

Charlene Peterson, Secretary

Menominee County Planning Commission

MINUTES

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

Executive Committee Meeting, 2/15/2012 – 4:30 p.m.

MEMBERS PRESENT: Jason Lauzer, Dale Berman, Nick Lakari
MEMBERS EXCUSED: None
OTHERS PRESENT: Airport Lineman Jeff LaFleur, Marinette County Administrative Secretary Gina Teeple, Peshtigo Times

1. Call to order

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

2. Pledge of Allegiance

3. Roll call

4. Approve/amend agenda

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

5. Approve/amend minutes from November 30, 2011

Motion (Lakari/Berman) to approve the minutes from November 30, 2011 as presented. Motion carried.

6. Public comment – speakers will be limited to 5 minutes on agenda items only

None

7. Discuss/consider preparing an annual calendar, action if any

The Committee discussed items to be placed on an annual calendar. It was the consensus of the Committee to present this information to the full Commission at their regular meeting (Exhibit A).

8. Discuss/consider airport fees, action if any

It was the consensus of the Committee to task the incoming Airport Manager with researching current fees at other comparable airports.

9. Discuss/consider existing financial policies, action if any

It was the consensus of the Committee to review the current financial policies and suggest changes at their next meeting.

10. Discuss/consider previous month's financials, action if any

The Committee reviewed the financial statements for period ending January 31, 2012.

11. Public Comment

Commissioner Berman discussed utilizing “Experience t orks” program to take care of cutting the brush along the fence.

12. Future agenda items

Discuss existing financial policies

13. Schedule next meeting

The next meeting will take place on week prior to the March Regular Session meeting, date and time to be determined.

14. Adjourn

Motion (Lakari/Berman) to adjourn at 5:42 p.m. Vote – unanimous. Motion carried.

Respectfully submitted,
Gina K. Teeple
Marinette County Administrative Secretary

Date approved/corrected:

Twin County Airport

Annual Calendar of Duties and Events

- Reorganization meeting January
- Appoint and organize committees January
- Set yearly calendar January
- Award bid for insurance renewal January
- Annual review of the By-Laws February
- Insurance renewal effective February 15th
- Airport Manager attends conference March
- Review airport fees March
- Executive Committee starts budget process April
- Present tentative budget to County Boards by June 1st
- Airport open house July
- Adopt budget September
- Young Eagles event September
- Airport Manager attends conference September
- Employee performance appraisals November
- Go out for bids on insurance renewal November
- Review and adopt 10 Year Capital Plan
- Review hangar leases

MINUTES

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

Regular Session Meeting, 4/17/2012 – 4:30 p.m.

MEMBERS PRESENT: Jason Lauzer, Dale Berman, James Furlong, Nick Lakari, Jim Pearson, Ted Sauve
MEMBERS EXCUSED: None
OTHERS PRESENT: Menominee Business Development Corporation Director Nancy Douglas,
Airport Lineman Jeff LaFleur, Marinette County Administrative Secretary Gina Teeple, 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

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

5. Approve/amend minutes of 3/19/2012 regular session and 3/20/2012 special session meetings

Motion (Berman/Sauve) to approve the minutes of the 3/19/2012 regular session meeting. Vote – unanimous. Motion carried.

Motion (Pearson/Lakari) to approve the minutes of the 3/20/2012 special session meeting. Vote – unanimous. Motion carried.

6. Public comment

None

7. Discuss/consider request for appropriation and capital projects from Menominee and Marinette Counties

Chair Lauzer reported that Airport Manager Tony Krysiak responded in writing to Menominee County Administrator Brian Bousley (Exhibit A).

8. Discuss/consider audit for fiscal year 2011, action if any

Chair Lauzer reported that the auditors recommended that approval of the financial reports be listed in greater detail in the minutes, and that depreciation expenses be reflected for the year.

It was the consensus of the Commission to table discussion of the audit until the next regular session meeting. Airport Manager Krysiak will ask the auditor to report in person at that meeting.

9. Discuss/consider status of the crash/fire vehicle, action if any

Chair Lauzer reported that Tyco has examined the crash/fire truck and determined it will cost about \$4,000 to get it up to current standards. They are offering to place the truck in their museum and give the Twin County Airport a wheeled foam unit in exchange.

It was the consensus of the Commission to have Airport Manager Krysiak look into whether or not the upgrades to the truck are required and report back to the Buildings and Grounds Committee.

10. Discuss/consider resignation of John Pope, action if any

Chair Lauzer informed the Commission that Airport Lineman John Pope did not officially resign. He will continue to be available for night and weekend coverage.

Motion (Suave/Furlong) to refer discussion of the part time Airport Lineman position to the Personnel Committee. Vote – unanimous. Motion carried.

11. Discuss/consider final report from Explorer Solutions, action if any

Nancy Douglas distributed Explorer Solutions' final report for Phase I to the Commission and reported that it was the recommendation of the task force to adopt the report.

The Commission discussed the need to request funding from both Marinette and Menominee counties for Phase II.

It was the consensus of the Commission to table adoption of the Phase I report and a recommendation for Phase II until their May meeting.

Ms. Douglas will ask Christian Perreault of Explorer Solutions if he is available to present Phase II to both counties on May 29th.

12. Airport Manager's report

Motion (Furlong/Pearson) to approve items 1-7 of the airport manager's report. Vote – unanimous. Motion carried.

13. Communications/correspondence

Chair Lauzer reported that Airport Manager Krysiak sent a letter to Gene Coleman. A response has not been received.

14. Dialog between Airport Manager and the TCAC

None

15. Dialog between airport users and the TCAC

None

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

None

17. Future agenda items

- Recommendations from Buildings and Grounds Committee
- Recommendations from Personnel Committee
- Adoption of Phase I and recommendation for Phase II of Explorer Solutions study

18. Schedule next meeting

The next meeting is scheduled for Tuesday, May 15th at 4:30 p.m.

19. Adjourn

Motion (Sauve/Furlong) to adjourn at p.m. Vote – unanimous. Motion carried.

Respectfully submitted,
Gina K. Teeple
Marinette County Administrative Secretary

Date approved/corrected:

- Training and/or experience in mechanics, diesel and gas engine repair and basic plumbing and basic electricity.
- Prior practical airport work experience in the above areas is preferred.
- Be in good physical condition and capable of performing tasks that require physical stamina.
- Possess a current and valid driver's license.
- Ability to operate all airport equipment to include, but not limited to, fuel farm, grader, plow truck, sander, blower, front end loader, tractors and lawn mowers, pick up truck and miscellaneous power and hand tools.
- Be capable of working with minimum supervision and make independent decisions regarding work to be done on a daily basis.
- Ability to use tact and courtesy in dealing with users of the airport, fellow airport employees, FAA and State officials, Menominee and Marinette County employees and other outside agencies.
- Ability to calculate fuel costs, credit card charges and charges to standing credit accounts accurately.
- Knowledge of how to respond to emergencies at the airport involving aircraft accidents or incidents, fires or personal injuries.
- Be familiar with use of the UNICOM and broadcasting of weather and traffic advisories.

Environmental Adaptability

- Safety must be considered paramount in all aspects of airport operations. Hazards that may be encountered include operation of machinery and heavy equipment, grass cutting, snow removal, fueling of aircraft, working outside in inclement weather that will bring discomfort, summer temperatures and occasional high noise levels.

The above statements are intended to describe the general nature and level of work being performed by an airport maintenance/lineman at the Twin County Airport. They are a general summary of the job, responsibilities, duties and skills required.

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.

Maintenance Lineman

Airport Manager

TCAC Chairperson

Date

Date

Date

Menominee County, Michigan Position Description

Title: Maintenance/Lineman
Department: Twin County Airport Commission
Reports to: Airport Manager
Date Adopted: 5/15/2012

Purpose of Position

Ensures that safety in all areas of the airport operation is considered first and foremost. These areas include but are not limited to: operation of all vehicles, fueling and handling of aircraft, handling of emergencies, cleaning and maintenance of airport buildings.

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.

- Conduct regular and preventative interior and exterior maintenance on airport buildings.
- Operate and complete maintenance, at regular intervals, on all airport equipment including heavy equipment and miscellaneous small engines. This includes checking for normal operation of all equipment during periods of non-use.
- Conduct safe fueling operations on all aircraft purchasing fuel at the airport. This includes maintaining familiarity with all types of aircraft and their fueling needs and procedures for conducting their fueling operations. In addition, close attention must be paid to the regular inspection of the fuel farm, its pumping equipment, hoses and the underground storage tanks. Sumping of the storage tanks must be done at regular intervals as required by the airport's fuel supplier.
- Maintain all airport surface lighting as necessary. This includes runway, taxiway, rotating beacon and building lights.
- Perform snow removal and grass cutting as required. Consideration should be given to conserving costs by limiting, to the extent possible, the consumption of fuel used in performing these operations.
- Maintain fuel and aircraft engine oil inventories to insure sufficient supplies.
- Police the airport property on a regular basis to insure wildlife is clear of runways and not allowed to remain on the airport grounds. Special attention should be paid during periods of migration and during the runway check that is to be made each morning.
- Maintain a pleasant relationship with all customers using the airport and bear in mind that the airport exists to serve the community and the customer.

Knowledge, Skills, Abilities and Experience Required to Perform Essential Job Functions

- Ability to read, comprehend and communicate both verbally and in writing, at a level associated with completion of a high school degree or equivalent training.

The Menominee County Board of Road Commissioners held a regular meeting in their offices north of Stephenson on Tuesday, April 10, 2012.

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

PRESENT: William Anderson, Roger Betzinger, Anthony Kakuk, Darrell Moilanen and Lisa Savord. Also present were Joe Linder, Pat Kleikamp, Glen Havelka, Bonnie Nyquist, Chuck Behrend, Dave Wesoloski, Darlene Nerat and John Nerat.

ABSENT: None

Public comments – None.

Public appearances – None.

Additions/corrections to minutes for 03/13/12, 03/15/12 and 03/23/12 – There being no additions or corrections, Anderson declared that the minutes will stand as recorded.

Financial Report –

	Receipts	Expenditures	Payables / Reserves	Balances
Balance, March 13, 2012				\$1,136,807.36
Receipts thru 03/31/12	68,607.49 ⁿ			
Expenditures thru 03/31/12		339,310.10 ⁿ		
Balance, March 31, 2012				866,104.75
Michigan Transportation Funds	343,321.94			
Receipts thru 04/09/12	49,572.74 ⁿ			
Expenditures thru 04/09/12		0.00 ⁿ		
State Maint. & Equip. Advances			90,274.00	
Balance, April 09, 2012	461,502.17	339,310.10	90,274.00	1,168,725.43
<u>Payables & Reserves</u>				
Payroll 04/12, 04/26 (Est.)			130,000.00	
Soc. Sec. 04/12, 04/26 (Est.)			9,945.00	
Reserve for workers compensation insurance			20,030.00	
Reserve for liability insurance			141,584.00	
Reserve for rental grader lease (Dec 2009)			55,334.59	
Reserve for rental grader leases (Oct 2010)			258,125.58	
Reserve 4% set-aside for township allocations (2005/2006)			0.00	
Reserve 4% set-aside for township allocations (2006/2007)			22,722.48	
Reserve Hannahville 2% Funds-Sign Truck			22,500.00	
Reserve for 2011/12 bridge inspections & load ratings			19,200.00	
Reserve for roadside mowing			34,337.47	
Reserve for F-4 Lane bridge (Harris Twp)			575.25	
Reserve for Forest Funds			161,015.98	
Reserve for driveway plowing			2,432.40	
Reserve for equipment (Sign Truck)			117,052.00	(994,854.75)
				\$ 173,870.68

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

Vouchers # 12-0032, 12-0033, 12-0035, and 12-0331 – Moved by Betzinger, seconded by Kakuk that the vouchers be approved and ordered paid. Carried unanimously.

Open bids for additional gravel crushing for three-way program projects – Bids were received and read aloud as follows:

Northstar Crushing & Screening, Gladstone: Northstar noted that they were unable to bid as their production schedule would not allow them to meet the deadline.

Iron City Enterprises, Menominee: Area 1: 2.38/ton; total \$26,656.00
 Area 2: 3.29/ton; total \$55,272.00
 Area 2 pit would be located on Phillips Road & G12.

R. Wells Contracting, Gladstone: Area 1: 2.94/ton; total \$32,928.00
 Alternate Area 1 pit: 3.25/ton; total \$36,400.00
 Area 2: No bid
 Alternate pit quoted for Area 1 would be the Bouty pit.

Havelka Construction, Wallace: Area 1: 3.25/ton; total \$36,400.00
 Area 2: 4.50/ton; total \$75,600.00
 Area 2 pit would be the Wallace Quarry.

Moved by Betzinger, seconded by Kakuk to tabulate the bids and hold a special meeting on Wednesday, April 18, 2012 at 9:00 a.m. to award the bid. Carried unanimously.

Open bids for 2012 Culvert needs – Bids were received and read aloud as follows:

UP Concrete Pipe Co., Escanaba, MI

Helically corrugated steel culvert pipe	15"	\$ 8.10
	18"	10.06
	24"	13.05
	30"	29.28
	36"	35.97
	48"	63.77
	60"	99.76
Helically corrugated steel arch pipe	17"x13"	\$ 8.51
	21"x15"	10.57
	28"x20"	11.64
	42"x29"	37.77
	57"x38"	66.96
	66"x51"	73.30
	71"x47"	82.33
	81"x59"	118.91
Culvert coupling bands for round culvert pipe	15"	\$12.15
	18"	15.09
	24"	19.58
	30"	51.24
	36"	62.95
	48"	127.53
	60"	199.51
Culvert coupling bands "hugger bands" for arched culvert pipe	17"x13"	\$12.76
	21"x15"	15.86
	28"x20"	27.58
	42"x29"	66.10
	57"x38"	133.92
	61"x51"	146.59
	71"x47"	164.66
	81"x59"	237.81

Note: Add 15% to prices for pipe and/or bands picked up out of their yard stock.

Jenson Bridge & Supply Co., Sandusky, MI returned the bid form stating "No Bid".

Contech Const. Products, Inc., Kimberly, WI

Helically corrugated steel culvert pipe	15"	\$ 8.29
	18"	9.95
	24"	12.73
	30"	28.57
	36"	34.15
	48"	59.61
	60"	89.25

Helically corrugated steel arch pipe	17"x13"	\$ 8.97
	21"x15"	10.75
	28"x20"	18.09
	42"x29"	36.79
	57"x38"	64.39
	66"x51"	51.35
	71"x47"	99.72
	81"x59"	89.95

Culvert coupling bands for round culvert pipe	15"	\$12.44
	18"	14.25
	24"	19.00
	30"	43.00
	36"	51.00
	48"	89.00
	60"	134.00

Culvert coupling bands "hugger bands" for arched culvert pipe	17"x13"	\$13.50
	21"x15"	16.00
	28"x20"	27.00
	42"x29"	55.00
	57"x38"	96.50
	61"x51"	77.00
	71"x47"	150.00
	81"x59"	135.00

St. Regis Culvert, Inc., Charlotte, MI

Helically corrugated steel culvert pipe	15"	\$ 8.00
	18"	10.40
	24"	13.20
	30"	29.60
	36"	34.80
	48"	69.70
	60"	105.40

Helically corrugated steel arch pipe	17"x13"	\$ 8.60
	21"x15"	11.20
	28"x20"	15.40
	42"x29"	37.25
	57"x38"	No bid
	66"x51"	56.95
	71"x47"	115.95
	81"x59"	93.50

Culvert coupling bands for round culvert pipe	15"	\$13.20
	18"	17.16
	24"	21.78
	30"	59.20
	36"	69.60
	48"	139.40
	60"	210.80

Culvert coupling bands “hugger bands” for arched culvert pipe	17”x13”	\$14.20
	21”x15”	18.50
	28”x20”	25.45
	42”x29”	74.50
	57”x38”	76.67
	61”x51”	113.90
	71”x47”	231.90
	81”x59”	187.00

Note: Prices firm for 60 days from bid date. Prices based on full nested truckload quantities or minimum order of \$10,000.

Moved by Betzinger, seconded by Kakuk to tabulate the bids and award the bid at the upcoming special meeting. Carried unanimously.

Open bids for CRS-2 Emulsion - Bids were received and read aloud as follows:

Terry Asphalt Materials, Inc., Alma, MI \$2.58/gallon

Moilanen stated that he had received a phone call from Flint Hills Resources stating that due to an employee being on vacation, they had not been able to prepare a bid to submit in time to meet the deadline. They were sending a bid via FedEx, but it would not be received until later in the day. Moved by Kakuk, seconded by Betzinger to not accept the late bid and to award the bid to Terry Asphalt Materials, Inc. Carried unanimously.

Discuss options for upgrading radios and tower to meet narrow-banding requirements – Moved by Kakuk, seconded by Betzinger to accept the quote from JS Electronics, Menominee of \$8,025.00 for the purchase of 30 new radios, programming the new radios, reprogramming all usable old radios and the repeater at the Bagley tower and the control stations at the shops. Carried unanimously.

Discuss cutting tree on Oak Street in Spalding – Moilanen provided photos of a large dead pine tree that is in the right of way on Oak Street in Spalding. Due to the size of the tree and the proximity to power lines it was recommended that a professional tree removal service be hired to remove the tree. Moved by Kakuk, seconded by Betzinger to have the stock clerk solicit quotes for the removal of the tree. Carried unanimously.

Discuss air conditioning system for patch truck – Moilanen stated that due to the design of the patch truck, the operator is sitting over the top of the engine and that the windows are also larger than usual. Due to this, the cab of the truck becomes very hot in the summer and with the slow speed necessary to operate the patch machine there is little air circulation. A quote to have an air conditioning system installed on the truck for \$3410.58 had been received. Moved by Betzinger, seconded by Kakuk to have the air conditioner installed as quoted. Carried unanimously.

Discuss ballot to amend CRAM bylaws – Amendment # 1: Move Kent County Road Commission from the Association of Southern MI Road Commissions to the Urban Association of Road Commissions and from the Southwestern council to the Urban council.
 Amendment #2: Change the name of the 37th Senatorial District to the Straits Area Council.
 Amendment #3: Amend Section 2, Article VI to remove the word “and budget”.
 Moved by Anderson, seconded by Kakuk to vote Yes on all three amendments. Carried unanimously.

Permission to send employees to the CRAM Finance & HR Conference – Moved by Betzinger, seconded by Kakuk to allow Savord and Carla O’Neil to attend the conference held in Traverse City May 8-10, 2012. Carried unanimously.

Discuss invitation from Miller-Bradford & Risberg to attend Case Training Experience – Betzinger expressed interest in attending the function, which is at no cost to the road commission. Moilanen will check with the construction foreman and the stock clerk to see if they would like to attend also.

Discuss Normenco Sportsmen’s Club proposed ORV Trail – Moilanen stated that after researching the subject that the best action for the road commission to take would be to issue an annual permit to

the Normenco Sportsmen's Club that will allow them to erect their signs in the right of way as long as they provide proof of liability insurance and agree to pay for any damage to the roads caused by the ORV's. The road commission would not be responsible for any damage to the sportsmen's club's signs due to the operations of the road commission, such as plowing snow, etc. It was also noted that the DNR requires all signs be mounted on posts, and not be attached to trees. Pat Kleikamp stated that the sportsmen's club uses treated round posts to mount the signs on. He also felt that the club's insurance may not cover damage to the roads. Moved by Anderson, seconded by Kakuk to issue the permit with the removal of Normenco Sportsmen's Club being responsible for road damage and pending receipt of a certificate of insurance. Carried unanimously.

Discuss CMV Mobile Telephone Policy – Moved by Betzinger, seconded by Kakuk to adopt the following policy. Carried unanimously.

MENOMINEE COUNTY ROAD COMMISSION
COMMERCIAL MOTOR VEHICLE (CMV) MOBILE TELEPHONE POLICY

PURPOSE

The purpose of this policy is to comply with the Federal Motor Carrier Safety Administration's (FMCSA) ban of all handheld cell phone use by commercial truck drivers during the operation of their vehicle. In addition, in the interest of safety, the Menominee County Road Commission is prohibiting the use of all cell phones (hands-free, one-touch, etc.) during the operation of a commercial motor vehicle and/or heavy equipment (i.e. truck, motor grader, etc.).

CELL PHONE USAGE

It is the policy of the Menominee County Road Commission that employees are prohibited from the use of mobile telephones of any type while operating Road Commission vehicles or equipment by a CDL License holder.

If an emergency exists, employees MUST:

- Move to a safe area off or to the side of the roadway and be completely stopped before answering or making a telephone call on a mobile phone.
- Drivers of equipment requiring a CDL cannot use mobile phones while temporarily stopped due to traffic, a traffic control device or other momentary delay.

Employees Must NOT:

- Reach for, initiate, answer or terminate a phone call or text message on a mobile phone while driving Road Commission equipment or vehicles by a CDL License holder.

In addition to being disqualified from driving a commercial motor vehicle if convicted of violating State or Federal regulations, an employee violating this COMMERCIAL MOTOR VEHICLE (CMV) MOBILE TELEPHONE POLICY will be disciplined up to and including discharge depending on the circumstances. A conviction is not required to establish a violation of this policy.

Discuss Finance Director-Clerk's and Engineer-Manager's employment contracts – at Savord's and Moilanen's request to go to closed session for performance review discussion, this item was moved to the end of the agenda.

Public Comment – Pat Kleikamp stated that on March 24th a truck hauling paper mill sludge spilled some of the sludge on the roadway at the intersection of CR380 and CR557. He stated that he had called the sheriff's department and that they had responded but no tickets had been issued. The road commission weigh master was at the site also and had asked the trucker to clear the spillage from the road. Mr. Kleikamp has also called the prosecuting attorney and several other agencies. Moilanen stated that Mr. Kleikamp's complaint was a law enforcement issue and not under the jurisdiction of the road commission. Betzinger stated that the road commission was aware of the issue.

Dale Axtell asked where a request for bids was sent. Moilanen stated that the request for bids was advertised in the local newspaper and that bid packets were also mailed out to a list of known bidders.

Joe Linder asked if the chip seal projects were federal aid. Moilanen stated that the chip sealing on G18 from CR577 to Detemple Road, CR 380 from US41 to Ray's farm, Koss Road and CR338 from US41 to Rangeline Road were all submitted for federal aid funding and that MDOT should be opening the bids in early April.

Mr. Linder asked if Moilanen had an estimate the cost of installing geogrid on some of the roads in Nadeau Township and also if there was a timeframe on completion of the work. Moilanen stated that the crew was currently working on the state highway and then the three-way funding projects would be next. It is hoped that all projects will be completed by mid-November.

Mr. Linder asked if Nadeau Township could purchase the gravel that was crushed in the Kraniak pit. Moilanen stated if there was gravel remaining in the pit after the three-way projects were complete that he will contact the township regarding sale of the remaining gravel. Moilanen also stated that road commission personnel will be meeting with each township supervisor prior to starting their township's projects to discuss the work that was going to be done.

Darlene Nerat asked the status of the bill for the repair of the road that was damaged in the spring of 2011. Moilanen stated that the bill was sent to the county administrator and prosecuting attorney to determine if any legal action could be taken.

Any other business – Moilanen presented a Memorandum of Agreement that was received from the Hannahville Indian Community. The agreement would allow the tribe to receive BIA funding for roads that are in their system that are also under road commission jurisdiction. Moved by Kakuk, seconded by Betzinger to have the board chair sign the agreement. Carried unanimously.

Moilanen advised the board that he would be attending a Citizen's Advisory Group meeting on Friday, April 20, 2012 at 8:00 a.m. at the County Annex in Stephenson. Moilanen stated there will be discussion on what is needed for road improvement to accommodate the mine and that the road commission board was also invited to attend.

Moved by Betzinger, seconded by Kakuk to move to closed session at 10:13 a.m. to discuss the Finance Director/Clerk's and Engineer-Manager's performance evaluation and contracts. Carried unanimously.

Moved by Kakuk, seconded by Betzinger to return to open session at 10:35 a.m. Carried unanimously.

Moved by Kakuk, seconded by Anderson to set Savord's annual salary at \$52,000 and adopt the five year employment contract as presented. Carried unanimously.

Moved by Kakuk, seconded by Betzinger to set Moilanen's annual salary at \$85,883 for the duration of the five year employment contract, and to adopt the five year employment contract as presented. Carried unanimously.

There being no further business, Anderson declared the meeting adjourned at 10:37 a.m.

Road Commission Finance Director/Clerk

Chair

The Menominee County Board of Road Commissioners held a special meeting in their offices north of Stephenson on Wednesday, April 18, 2012. Chair Anderson called the meeting to order at 9:00 a.m. with the following persons present or absent:

PRESENT: William Anderson, Roger Betzinger, Anthony Kakuk, Darrell Moilanen and Lisa Savord.

ABSENT: None

The Pledge of Allegiance was recited.

Public comments – None.

Public Appearances – None.

Award bid for gravel crushing – Moilanen stated that the low bidder, Iron City Enterprises, has agreed to move the Area 2 pit to the Fredrickson pit, which will be closer to the areas where the gravel is needed, for the same unit price. Moved by Kakuk, seconded by Betzinger to award the bid for gravel crushing in both Area 1 and 2 to Iron City Enterprises. Carried unanimously.

Award bid for 2012 culvert needs – Moved by Kakuk, seconded by Betzinger to award the bid to Contech Construction for truckload quantities, and to order single pipe needs from UP Concrete. Carried unanimously.

Permission to send employee to MIOSHA training – Moved by Anderson, seconded by Kakuk to send Carla O'Neil to the MIOSHA Training being held in Marquette on May 1, 2012. Carried unanimously.

Sign contract with Daggett Township for gravelling - Moved by Betzinger, seconded by Kakuk to sign the contract. Carried unanimously.

Sign contract with Lake Township for gravelling – Moved by Anderson, seconded by Kakuk to sign the contract. Carried unanimously.

Permission to go out for bids/quotes for recycled asphalt for South Pinewoods Loop – Moilanen explained that Ingallston Township has requested that the road commission use recycled asphalt instead of gravel on this project. Moved by Betzinger, seconded by Kakuk to have Moilanen get bids or quotes, depending on overall cost, for the recycled asphalt material. Carried unanimously.

Permission for Engineer-Manager to attend BIA meeting in Mt. Pleasant June 26-28, 2012 – Moved by Anderson, seconded by Kakuk to grant permission for Moilanen to attend if his schedule permits. Carried unanimously.

Discuss June regular meeting date – Moilanen stated that the meeting is currently scheduled for June 5 and that he will be unavailable to attend. He asked if the board would prefer to change the meeting to June 12 or keep it on June 5 as originally scheduled. Moved by Kakuk, seconded by Betzinger to change the date for the June regular meeting to June 12, 2012 at 9:00 a.m. Carried unanimously.

Other business – Kakuk updated the board on the status of the work on K-3 Lane, stating that the road is ditched on both sides and that all driveway culverts are in.

Moilanen had contracts prepared for the gravel crushing by Iron City Enterprises. Moved by Betzinger, seconded by Kakuk to sign the contracts. Carried unanimously.

Public Comments – None.

There being no further business, Anderson declared the meeting adjourned at 10:57 a.m.