

"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, October 12, 2010 at 6:00 p.m. CDT  
at the County Annex Bldg. ~ Stephenson, MI

### AGENDA

- A. Call to Order
- B. Pledge of Allegiance
- C. Roll Call
- D. Approval of the Agenda
- E. Public Comment (*Statements, not debate, limited to 5 minutes per person on agenda items only*)
- F. Approval of Previous Minutes  
September 28, 2010 (Public Hearing & Regular County Board)
- G. Presentations (*limited to twenty minutes*)
  - Dan Hass – Open Meetings
  - Dan Hass – Mineral Rights
- H. Department Head/Elected Officials Reports (*limited to ten minutes*)
- I. Action Items
  - 1. Moved by \_\_\_\_\_ seconded by \_\_\_\_\_ to approve the 2010 Menominee County Apportionment report. (Note: This report may need to be later amended due to the November elections.)
  - 2. Moved by \_\_\_\_\_ seconded by \_\_\_\_\_ to reschedule the Tuesday - October 26, 2010 County Board meeting to Thursday - October 28, 2010 to be held at the County Annex Building in Stephenson, MI at 6:00 p.m.
  - 3. Moved by \_\_\_\_\_ seconded by \_\_\_\_\_ to approve Miscellaneous Bills as paid on September 15, 2010 in the amount of \$72,293.18.
  - 4. Moved by \_\_\_\_\_ seconded by \_\_\_\_\_ to place miscellaneous boards/committees/commission reports on file at the courthouse.
  - 5. Moved by \_\_\_\_\_ to go into closed session to consult with Attorney, David Stoker regarding negotiations of collective bargaining agreements pursuant to section 8(c) of the Open Meetings Act.  
Motion seconded by \_\_\_\_\_.
  - 6. Moved by \_\_\_\_\_ seconded by \_\_\_\_\_ to return to open session at \_\_\_\_\_ pm.

Gary Eichhorn - Chairperson

Charlie Meintz - Vice Chairperson

Bernie Lang

James Furlong

Garry Anderson

J. New Business (*discussion only*)

1. Personnel Items:

a.

2. Building and Grounds/Parks Items:

a. None

3. Miscellaneous Items:

a. Mileage reimbursement for misc. committee members

b. Resolution 2010-19 – Resolution in Support of Senate Bill 449

4. Finance Items:

a. Discussion of Audit Services for Menominee County

b. Commissioner Per Diems & expenses, September 2010

c. Miscellaneous Bills as paid on Sept. 15, 17, & 30 in the amount of \$182,730.96.

K. Misc. Boards/Committees/Commissions Reports

L. Public Comment

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

N. Adjourn

September 28, 2010

UNAPPROVED

Proceedings of a Public Hearing on the Proposed 2010-2011 County Budget in and for the County of Menominee and the State of Michigan were held at the Menominee County Annex Building, Stephenson, Michigan.

Chairman Eichhorn 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. Anderson, Eichhorn, Furlong, Lang, and Meintz

**Absent:** None

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

Chairman Eichhorn called for public comment.

**Public Comment:** Paul Mellgren – Commented on the County Board and the Budget.

**Presentations:** Public Hearing on the Proposed 2010/2011 County Budget

-Paul Mellgren – Commented on he is in favor of the three way road project.

-Fran McCarthy – Commented on the Finance Committee taking money out of the budget that was set aside for raises in contract negotiations.

-Ruby Ivens – Commented on the State of Michigan taking money from education and putting it into revenue sharing for the counties and county employees having 100% of their insurance benefits paid by the county.

-Mari Negro – Commented on the three way road program, the funds the County Board allocated to the Northpointe fund, and the increase in the Sheriff's Dept. budget.

-Bob Desjarlais – Commented on the board balancing the budget, and the Parks Committee members not being paid to sit on the committee so the County Commissioners that sit on the committee should not be paid a per diem or mileage for those meetings.

-Mari Negro – Commented on the 1% raises that were in the original budget, and that she has not had a raise in 3 years.

-Paul Mellgren – Commented that the job of county government is for roads not to employee people.

-Administrator Bousley – Informed the commissioners about some of the line item changes that have occurred since the Finance Committee met to finalize this budget. Some of these changes are a temporary part-time position was added to the Friend of Court office. 66% of the cost will be paid for by the State of Michigan. This is reflected in 101-000-521.00 & 101-141-705.00. In the Road Patrol budget reflected the \$90,000 on the front summary sheet. Designated fund Revenue Sharing increased by \$36,195.

**Public Comment:**

-Diane Lesperance – Commented on a remark made by Ruby Ivens regarding county employees not paying anything towards their health insurance. This is not correct, and the employees do pay a portion of their health insurance.

Moved by Com. Anderson, supported by Com. Lang to adjourn at 6:00 p.m. Motion was approved 5-0.

---

Gary Eichhorn, Chairman

---

Marc Kleiman, County Clerk

September 28, 2010

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 Annex Building, Stephenson, Michigan.

Chairman Eichhorn called the meeting to order at 6:00 P.M. followed by the Pledge of Allegiance.

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

**Present:** Coms. Anderson, Eichhorn, Furlong, Lang, and Meintz

**Absent:** None

Moved by Com. Lang, supported by Com. Anderson to approve the agenda. Motion was approved 5-0.

Chairman Eichhorn called for public comment.

**Public Comment:** None

Moved by Com. Furlong, supported by Com. Meintz to approve the minutes from the September 14, 2010 Regular County Board meeting. Motion was approved 5-0.

**Presentations:** None

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

Moved by Com. Furlong, supported by Com. Lang to approve the Parks Bylaws, Rules, Policies & Charters as submitted to the Menominee County Board on September 14, 2010. Motion was approved 5-0.

Moved by Com. Anderson, supported by Com Meintz to allow Honeywell Municipal Services to perform a Feasibility Study for potential energy savings on the following Menominee County owned buildings: Menominee County Courthouse, Menominee County Jail, Health Department Building, Menominee County Library, and the Stephenson Annex Building. The Feasibility Study is conducted at no cost to Menominee County. Motion was approved 5-0

Moved by Com. Furlong, supported by Com. Lang to reappoint Michael Kaufman to the DHS Board/Pinecrest Board of Trustees for a three year term – 10/1/2010 to 9/30/2013. Motion was approved 5-0.

Moved by Com. Furlong, supported by Com. Anderson to approve having the County Administrator not file a “Notice of Appeal” to the Bureau of Indian Affairs in response to a piece of their property being placed in trust status. Motion was approved 5-0.

Moved by Com. Furlong, supported by Com. Anderson to approve Resolution 2010-18 ~ Approval of acceptance of credit card payments by Menominee County Offices. Motion was approved 5-0.

Moved by Com. Meintz, supported by Com. Anderson to approve having the County Administrator submit a letter to the Department of Treasury in response to the Recovery Zone Bond allocation by the Oct. 8, 2010 deadline. Motion was approved 4-1, Com. Lang voted nay.

Moved by Com. Furlong to increase the annual salary by 1% for the following county elected officials, commencing October 1, 2010 and ending September 30, 2011. (Current Salaries are: Clerk/ROD: \$52,718; Treasurer: \$50,084; Sheriff: \$59,309; Prosecuting Attorney: \$88,304). Motion dies because of lack of support.

Moved by Com. Meintz, supported by Com. Anderson to maintain the salary for the following county elected officials, commencing October 1, 2010 and ending September 30, 2011. (Current Salaries are: Clerk/ROD: \$52,718; Treasurer: \$50,084; Sheriff: \$59,309; Prosecuting Attorney: \$88,304). Motion was approved 4-1, Com. Furlong voted nay.

Moved by Com. Furlong, supported by Com. Anderson to allow the County Administrator to bid on vehicles at the Marinette County Auction. Bids not to exceed \$13,000 as approved on June 22, 2010. Discussion ensued, and it was verified that this amount would be to cover two vehicles. The administrator could not purchase just one vehicle for the \$13,000. Motion was approved 5-0.

Moved by Com. Anderson, supported by Com. Meintz to approve the General Appropriation Act 2010-2011 Resolution, regarding appropriating money, to accompany the County Budget. Motion was approved 5-0.

Moved by Com. Meintz, supported by Com. Anderson to approve the 2010-2011 Menominee County Budget. Discussion ensued, Com. Furlong stated that he agrees with the budget, but does not agree with turning \$200,000 over to the three way road program without a plan in place. Com. Meintz said the \$200,000 would not be transferred without a plan in place. Com. Lang stated he does not agree with the budget, and the way in which it was put together. He also questioned a few other line items in the budget. Com. Anderson commented about \$2,000 in capital outlay for the airport that Brian was suppose to add to the budget. Com. Meintz withdrew his motion, Com. Anderson withdrew his support.

Moved by Com. Meintz, supported by Com. Anderson to approve the 2010-2011 Menominee County Budget with the amendments that County Administrator Brian Bousley added on 9/28/2010 including \$2,000 for capital outlay for the airport. Motion was approved 3-2, Com. Furlong and Com. Lang voted nay.

Moved by Com. Meintz, supported by Com. Anderson to approve Commissioner Per Diems & Expenses as recently submitted for payment. Motion was approved 5-0.

Moved by Com. Meintz, supported by Com. Eichhorn to approve Miscellaneous Bills as paid on August 5, 19 and Sept. 2, 2010 in the amount of \$386,811.35. Motion was approved 5-0.



Moved by Com. Furlong, supported by Com. Anderson to place Miscellaneous boards/committees/commission reports on file at the courthouse. Motion was approved 5-0.

**New Business (discussion only)**

**Personnel Items:**

- a. None

**Building and Grounds/Parks Items:**

- a. None

**Miscellaneous Items:**

- a. Com. Anderson would like to know who the legal counsel is for Menominee County. He referenced the issue the board is having with a quorum being present at committee meetings. He would like Dan Hass at the next meeting to explain. Com. Furlong wants to know how does the board know if Dan's interpretation is correct. Com. Eichhorn stated that he will speak with Dan Hass.
- b. Com. Meintz talked about Senate Bill 449 and the resolution that Oceana County passed. He thinks that Menominee County should pass the same resolution. The consensus of the board is to move it forward to the next meeting.
- c. Com. Lang asked where the board sits regarding the mineral rights issue and the letter from Senator Prusi. Com. Lang and Com. Furlong want an opinion from Dan Hass. Com. Anderson also wants it looked into further.

**Finance Items:**

- a. Symantec Antivirus renewal invoice from UES computers. Administrator Bousley recommends we pay it. Com. Furlong asked if it was in the budget. Administrator Bousley explained it is in the budget, but it is over the limit that he is authorized to pay without board approval. The consensus of the board is to move it forward to the next meeting.
- b. 2010 Menominee County Apportionment report. This is due to the State Tax Commission by October 31<sup>st</sup>. The consensus of the board is to move it forward to the next meeting.
- c. Miscellaneous Bills. The consensus of the board is to move it forward to the next meeting

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

- a. None

**Public Comment:**

- Bob Desjarlais – Three way road program and MTA, it cost \$130,000 to blacktop 7/10 of a mile of road in Lake Township.
- John Anderson – Commented on Com. Lang's comments on the county roads and a comment he made about there being 18 townships in Menominee County.
- Pat Cheski – The replacement cost of a new Book Mobile would be around \$150,000.
- Ruby Ivens – Budget page 57, the Book Mobile capital outlay has not been in the budget for the past three budgets.
- Mari Negro – Thinks the budget hearing went much better than last year.

**Commissioner Comment:** None

Moved by Com. Anderson, supported by Com. Eichhorn to adjourn at 7:00 p.m. Motion was approved 5-0.

---

Gary Eichhorn, Chairman

---

Marc Kleiman, County Clerk

# MENOMINEE COUNTY BOARD OF COMMISSIONERS AGENDA ITEM

<b>SUBJECT:</b>	<b>2010 Menominee County Apportionment Report</b>
<b>DEPARTMENT:</b>	<b>Equalization</b>
<b>ATTACHMENTS:</b>	<b>Yes</b>
<b>SUMMARY:</b>	
2010 Apportionment Report has been submitted by the Equalization Department. <i>*Note: This report may need to be later amended due to the November elections.</i>	
<b>RECOMMENDED MOTION</b>	
To approve the 2010 Apportionment Report as submitted notating that this report may need to be later amended due to the November elections.	

Submitted by:     **Brian Bousley**    

    **10/07/2010**      
Date

**WORKSHOP ACTION**

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

**COUNTY BOARD ACTION**

**DATE:**

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





**Certification Statement**

*I hereby certify that this Statement Showing Mills Apportioned by the County Board of Commissioners and submitted to the State Tax Commission is a true statement of all ad valorem millages apportioned by the County Board of Commissioners of the*

*County of \_\_\_\_\_ for the year \_\_\_\_\_*

\_\_\_\_\_  
Signature of County Equalization Director

**NOTARIZATION**

\_\_\_\_\_  
Notary Public

\_\_\_\_\_  
County, Michigan

STATE OF MICHIGAN

County of \_\_\_\_\_ } SS

*Subscribed before me this* \_\_\_\_\_

*Day of* \_\_\_\_\_ *year* \_\_\_\_\_

*My commission expires* \_\_\_\_\_ , \_\_\_\_\_



**MENOMINEE COUNTY BOARD OF COMMISSIONERS  
AGENDA ITEM**

<b>SUBJECT:</b>	<b>Change of Meeting Date</b>
<b>DEPARTMENT:</b>	<b>Chairman Eichhorn</b>
<b>ATTACHMENTS:</b>	<b>No</b>
<b>SUMMARY:</b>	
<b>Commissioner Eichhorn requests to reschedule the October 26, 2010 County board meeting to October 28, 2010.</b>	
<b>RECOMMENDED MOTION</b>	

Submitted by:     **Brian Bousley**    

    **10/07/2010**      
Date

**WORKSHOP ACTION**

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

**COUNTY BOARD ACTION**

**DATE:**

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

# MENOMINEE COUNTY BOARD OF COMMISSIONERS AGENDA ITEM

<b>SUBJECT:</b>	<b>Miscellaneous Bills</b>
<b>DEPARTMENT:</b>	<b>Administration/Board</b>
<b>ATTACHMENTS:</b>	<b>Yes</b>
<b>SUMMARY:</b>	
Board to review recently submitted Miscellaneous Bills for payment on Sept. 15, 2010 in the amount of \$72,293.18	
<b>RECOMMENDED MOTION</b>	
To approve recently submitted Miscellaneous Bills for payment on Sept. 15, 2010 in the amount of \$72,293.18	

Submitted by:     **Brian Bousley**    

    **10/07/2010**      
Date

**WORKSHOP ACTION**

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

**COUNTY BOARD ACTION**

**DATE:**

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

### 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  
216 Twin County Airport  
220 Park Improvements  
243 Remonumentation  
249 Building Code  
253 Summer Tax Collection  
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  
278 FEMA - Homeland Security Grants  
279 2004 Homeland Security Grant  
280 Inmate Canteen fund  
281 K-9  
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

SEP 15 2010  
Voucher Date Vendor's Ref#  
CHIEF FISCAL OFFICER  
MENOMINEE COUNTY MICHIGAN

Vendor Name	Vcher#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General								
<b>A B C PRINTERS</b>								<b>\$286.51</b>
13664	9/2/2010	91985	Dual Purpose Mailers - District	101-136-727.00	286.51			
<b>Adams, Mercedes</b>								<b>\$275.00</b>
13622	9/8/2010	Jury Commission	June 24 - September 8, 2010	101-150-710.00	250.00			
13622	9/8/2010	Jury Commission	June 24 - September 8, 2010	101-150-860.00	25.00			
<b>Albert's</b>								<b>\$1,400.00</b>
13717	9/10/2010	Courtroom A	Refinishing of Floors	101-265-801.00	1,400.00			
<b>ALGER-DELTA COOPERATIVE ASSOCI</b>								<b>\$5,135.81</b>
13738	8/31/2010	383200	Shakey Lakes - August Electricity	208-751-920.01	908.35			
13739	8/31/2010	1503500	Shakey Lakes - August Electricity	208-751-920.01	743.62			
13740	8/31/2010	383001	Shakey Lakes - August Electricity	208-751-920.01	44.13			
13741	8/31/2010	367200	Shakey Lakes - August Electricity	208-751-920.01	1,191.99			
13742	8/31/2010	369802	Shakey Lakes - August Electricity	208-751-920.01	497.66			
13743	8/31/2010	367100	Shakey Lakes - August Electricity	208-751-920.01	507.26			
13744	8/31/2010	383301	Shakey Lakes - August Electricity	208-751-920.01	470.33			
13745	8/31/2010	370500	Shakey Lakes - August Electricity	208-751-920.01	117.52			
13746	8/31/2010	379700	Shakey Lakes - August Electricity	208-751-920.01	302.51			
13747	8/31/2010	380300	Shakey Lakes - August Electricity	208-751-920.01	352.44			
<b>ANDERSON AUTO &amp; RV SALES INC</b>								<b>\$54.95</b>
13771	8/17/2010	1116	Oil Change & Filter	101-301-981.00	54.95			
<b>Anderson Culligan</b>								<b>\$32.75</b>
13615	8/31/2010	176017	Circuit Court Water - August 2010	101-131-931.00	32.75			
<b>ANGELIS MENOMINEE INC</b>								<b>\$609.67</b>
13751	8/2/2010	721DDF-IN	Inmate Groceries	101-301-770.00	12.58			
13752	8/5/2010	802CV-IN	Inmate Groceries	101-301-770.00	94.44			
13753	8/8/2010	1698CV-IN	Inmate Groceries	101-301-770.00	7.13			
13754	8/11/2010	0523011-IN	Inmate Groceries	101-301-770.00	129.80			
13755	8/11/2010	1755DF-IN	Inmate Groceries	101-301-770.00	98.69			
13756	8/11/2010	0106218-IN	Inmate Groceries	101-301-770.00	43.81			
13757	8/25/2010	011525-IN	Inmate Groceries	101-301-770.00	116.43			
13758	8/30/2010	0079230-IN	Inmate Groceries	101-301-770.00	106.79			
<b>AT&amp;T - Aurora, IL</b>								<b>\$1,252.67</b>
13644	8/19/2010	906863444108	August 19 - September 18 2010 - Sherit	101-103-850.00	314.89			
13710	9/1/2010	906753458209	Shakey Lakes Park August 2010	101-103-850.00	39.31			
13714	9/1/2010	906753220909	Extension Telephone Svcs August 2010	101-103-850.00	205.86			
13715	9/1/2010	906R41083909	Telephone Services August 2010	101-103-850.00	692.61			
<b>AT&amp;T Long Distance</b>								<b>\$221.07</b>
13686	8/19/2010	854528091	Telephone Services	101-103-850.00	221.07			
<b>BAY AREA MEDICAL CENTER</b>								<b>\$65.00</b>
13616	8/31/2010	MENCTY	Thomas Fallor - PreEmployment Physic	101-268-727.00	65.00			
<b>Bob Barker Company, Inc.</b>								<b>\$33.52</b>
13750	8/31/2010	WEB000139935	Orange T-Shirts	101-301-770.00	33.52			
<b>BP</b>								<b>\$1,034.96</b>
13776	9/6/2010	26503969	Gasoline Sales August 2010	205-315-742.00	842.62	x		
13798	9/2/2010	26420171	Gasoline Sales August 2010	249-371-742.00	192.34	x		
<b>Carquest Auto Parts</b>								<b>\$5.38</b>
13772	9/1/2010	2825-163493	2007 Chevy Silverado - Fuse	101-301-981.00	5.38			

**MENOMINEE COUNTY  
Claims Audit Report**

**APPROVED**  
**SEP 15 2010**  
 Voucher Date Vendor's Ref  
 CHIEF FISCAL OFFICER  
 MENOMINEE COUNTY MICHIGAN  
**BALC**

Vendor Name	Vcher#	Voucher Date	Vendor's Ref	Description	Debit Acct#	\$Amount	SepCk	Claim Total
<b>Bank Account: General</b>								
<b>Cellcom Wisconsin RSA 04</b>								
	13767	8/27/2010	002-01524254	Cellular Services	205-315-850.00	87.23		\$537.17
	13767	8/27/2010	002-01524254	Cellular Services	101-301-850.00	437.48		
	13767	8/27/2010	002-01524254	Cellular Services	101-426-755.00	12.46		
<b>CLOVERLAND PAPER CO</b>								
	13659	8/27/2010	92925	Toilet Tissue & Towels	101-265-755.01	91.12		\$431.42
	13660	8/27/2010	92923	Soap & Kitchen Towels	101-265-755.01	84.19		
	13730	9/3/2010	92924	Towels & Spray - Library	101-265-755.01	76.64		
	13731	9/3/2010	92990	Liners, Towels, Toilet Tissue	101-265-755.01	152.82		
	13732	9/3/2010	92985	Towels	101-265-755.01	26.65		
<b>COHL STOKER &amp; TOSKEY P C</b>								
	13658	8/31/2010	29447	Legal Services	101-211-807.00	309.15		\$309.15
<b>Cooper Office Equipment</b>								
	13678	9/9/2010	70596	Install printer & service laptop	101-261-934.00	45.00		\$45.00
<b>CVS Pharmacy Inc.</b>								
	13764	9/13/2010	6005432044049416	Inmate meds	101-301-770.01	36.32		\$36.32
<b>Dave &amp; Cindy Eland</b>								
	13645	7/18/2010	Reimbursement	Shakey Lakes Camping Refund	208-751-964.00	17.00		\$17.00
<b>Dawn Topper</b>								
	13634	8/23/2010	Reimbursement	Shakey Lakes Camping Refund	208-751-964.00	51.00		\$51.00
<b>Dellisse, Mike</b>								
	13646	9/13/2010	Reimbursement	Mileage for Conference in Roscommon	101-682-860.00	299.00		\$299.00
<b>Dreamscape Communications</b>								
	13629	8/30/2010	w288	Wireless Internet September 2010	101-261-850.00	69.99		\$69.99
<b>EAGLEHERALD PUBLISHING, LLC</b>								
	13762	9/13/2010	23432	Year Subscription	101-301-770.00	131.40		\$262.80
	13763	9/13/2010	23219	Year Subscription	101-301-770.00	131.40		
<b>Eichhorn, Garry</b>								
	13617	9/7/2010	Reimbursement	January & February 2010	101-101-860.05	208.00		\$890.00
	13618	9/7/2010	Reimbursement	March & April 2010	101-101-860.05	246.00		
	13619	9/7/2010	Reimbursement	May & June 2010	101-101-860.05	332.00		
	13620	9/7/2010	Reimbursement	July & August 2010	101-101-860.05	104.00		
<b>Eldercare Home Pharmacy</b>								
	13793	8/31/2010	2405354	August 2010 - Inmate Health Services	101-301-835.00	1,035.92	x	\$1,035.92
<b>FOLEY'S BUILDING &amp; SUPPLY INC.</b>								
	13794	9/14/2010	Jardeen	Roof Replacement	274-690-809.57	3,900.00		\$3,900.00
<b>GREAT AMERICAN DISPOSAL CO THE</b>								
	13684	8/31/2010	08X00429	Garbage Pickup - Annex - August 2010	101-261-930.04	47.60		\$1,054.64
	13735	8/31/2010	08X00428	County Parks - Garbage Removal Augu	208-751-942.00	1,007.04		
<b>Greg Dougovito</b>								
	13690	9/10/2010	4276	Transport of Juvenile (S.W.) 9/1/10	101-132-801.00	57.50		\$57.50
<b>IMAGEWORKS</b>								
	13675	7/7/2010	3205	Sweatshirts - Shakey & Kleinke Parks	208-751-880.02	466.00		\$496.00
	13676	9/1/2010	3296	T-shirts	208-751-880.02	30.00		

**MINNEAPOLIS COUNTY  
Claims Audit Report**

Vendor Name	Vcher#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
<b>Bank Account: General</b>								
<b>J S ELECTRONICS, INC.</b>								<b>\$2,305.85</b>
	13626	9/1/2010	16032	P.A.'s office - Paging Svc Quarterly Billi	101-267-850.00	27.00		
	13679	9/1/2010	16031	Medical Examiner - paging service	101-648-727.00	69.00		
	13683	9/1/2010	16029	Tower Lease - September 2010	266-326-942.00	425.00		
	13748	8/13/2010	15991	PO# 02478 Light bar LED assembly	205-315-934.00	1,784.85		
<b>Jeff &amp; Lisa Luedke</b>								<b>\$51.00</b>
	13728	9/4/2010	Refund	Shakey Lakes Camping Cancellation	208-751-964.00	51.00		
<b>Joel Hensley, RN</b>								<b>\$1,565.00</b>
	13627	8/27/2010	Blood Draw	Skeski & Newsome	101-000-202.00	200.00		
	13765	9/12/2010	Nursing Servicing	July 31 - August 14, 2010	101-301-770.01	1,365.00		
<b>Len &amp; Deb Rentmeester</b>								<b>\$51.00</b>
	13729	9/3/2010	Refund	Shakey Lakes Camping Cancellation	208-751-964.00	51.00		
<b>LENCA SURVEYING</b>								<b>\$2,286.10</b>
	13713	9/11/2010	10128	Remon Project Yr 2010 - August 21 - St	243-246-801.07	2,286.10		
<b>Lesperance, Diane</b>								<b>\$16.93</b>
	13621	9/3/2010	Reimbursement	Postage & Shipping Labels	517-252-729.00	16.93		
<b>LINDNER &amp; SORENSON, INC.</b>								<b>\$250.00</b>
	13768	9/1/2010	Statement	August 10 Rental	101-301-981.00	250.00		
<b>Linsmeier Implement, Inc.</b>								<b>\$130.92</b>
	13722	8/5/2010	46630	Head Lamps	208-751-930.02	130.92		
<b>Lora Engel</b>								<b>\$51.00</b>
	13632	8/23/2010	Reimbursement	Cancellation of Shakey Lakes Camping	208-751-964.00	51.00		
<b>Lufts Advertiser</b>								<b>\$45.00</b>
	13653	8/25/2010	August 2010	Advertising - Friend of Court	101-101-901.00	45.00		
<b>MACNLOW Associates</b>								<b>\$1,190.00</b>
	13797	9/15/2010	Training	Chiefs & Sheriff's School Holmes/Marks	205-315-881.03	1,190.00		
<b>Mastercard</b>								<b>\$1,189.86</b>
	13801	8/11/2010	Credit Card	US Post Office	208-751-920.00	5.00	x	
	13801	8/11/2010	Credit Card	Kwdn Sault Dreamcatchr	256-277-860.00	13.25	x	
	13801	8/11/2010	Credit Card	Zorbas Restaurant	256-277-860.00	16.75	x	
	13801	8/11/2010	Credit Card	Dwdn Sault Trail Deli	256-277-860.00	7.16	x	
	13801	8/11/2010	Credit Card	Big Boy	256-277-860.00	8.99	x	
	13801	8/11/2010	Credit Card	Exxon Mobil	256-277-860.00	55.62	x	
	13801	8/11/2010	Credit Card	Little Caesars	296-667-801.01	42.40	x	
	13801	8/11/2010	Credit Card	Kwdn Sault Dreamcatchr	256-277-860.00	10.43	x	
	13801	8/11/2010	Credit Card	Angeli's	296-667-801.01	34.73	x	
	13801	8/11/2010	Credit Card	Great Wolf Lodge	101-141-860.00	246.43	x	
	13801	8/11/2010	Credit Card	Shanty Crk Resort	101-148-860.00	100.00	x	
	13801	8/11/2010	Credit Card	Ramada Inn	101-132-801.00	141.70	x	
	13801	8/11/2010	Credit Card	Ramada Inn	101-132-801.00	141.70	x	
	13801	8/11/2010	Credit Card	Ramada Inn	101-132-801.00	294.30	x	
	13801	8/11/2010	Credit Card	Holiday	256-277-860.00	62.72	x	
	13801	8/11/2010	Credit Card	Marathon Oil	256-277-860.00	67.45	x	
	13801	8/11/2010	Credit Card	Northpointe Inn	256-277-860.00	109.49	x	
	13801	8/11/2010	Credit Card	Mission Point Resort	517-252-860.00	-166.46	x	
	13801	8/11/2010	Credit Card	Great Wolf Lodge	101-141-860.00	-1.80	x	

**APPROVED**

SEP 15

Page 5 of 7

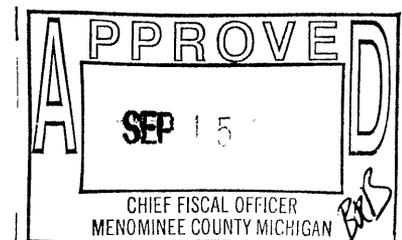
MENOMINEE COUNTY  
Claims Audit Report

**APPROVED**  
**SEP 15 2010**  
Voucher Date      Vendor's Ref#

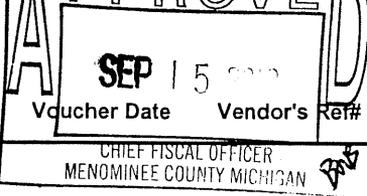
Vendor Name Vcher#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
<b>Bank Account: General</b>							
CHIEF FISCAL OFFICER MENOMINEE COUNTY MICHIGAN							
<b>Menards - Marinette</b>							
13637	9/1/2010	76557	Red Oak Board, Outlet, Dryer Outlet	101-265-755.00	152.03		\$201.06
13638	9/1/2010	76705	2-Pole Breaker, Conduit	101-265-755.00	22.12		
13651	8/29/2010	75836	Straight Bit, 100 Pk Biscuits	101-265-755.00	26.91		
<b>MENOMINEE COUNTY JOURNAL</b>							
13639	9/1/2010	145	FOC clerical position, Mtg Change	101-101-901.00	40.00		\$40.00
<b>MENOMINEE COUNTY ROAD COMMISSI</b>							
13773	9/8/2010	10445	Power to Radio's August 2010	101-301-934.01	49.55		\$49.55
<b>Michigan Sheriffs' Association</b>							
13778	8/30/2010	20105416	Fall Training Conference for Sheriff Mar	205-315-881.03	275.00		\$275.00
<b>MICHIGAN STATE INDUSTRIES</b>							
13666	8/24/2010	1229 8081	Bleach & Detergent	101-265-755.01	137.70		\$360.25
13667	8/31/2010	1229 8105	Sanitizer, Bleach, Detergent, Dish Rinsc	101-265-755.01	222.55		
<b>MILLERS ACTION OFFICE SUPPLY I</b>							
13625	9/7/2010	071454	Appointment Book - P.A.'s office	101-267-727.00	28.98		\$151.63
13630	9/10/2010	071590	District - office supplies	101-136-727.00	41.16		
13640	9/9/2010	071552I	Clerk & Circuit Office Supplies	101-131-727.00	20.98		
13640	9/9/2010	071552I	Clerk & Circuit Office Supplies	101-215-727.00	60.51		
<b>N.E.W. UP Dental P.C.</b>							
13685	6/28/2010	12494	Dentures - Voelker	294-683-835.00	1,000.00		\$1,000.00
<b>NMU Financial Services</b>							
13777	9/1/2010	mecosh-40	Legal Update Training (x11)	205-315-881.03	638.00	x	\$1,033.00
13779	8/26/2010	mecosh-39	Sig Sauer Armorer School - Studer	205-315-881.03	395.00	x	
<b>Office Depot, Inc.</b>							
13647	9/3/2010	532534462001	Weekly Planners & Monthly Deskpad	101-136-727.00	39.97		\$142.02
13648	9/2/2010	532357277001	District - Pocket Files	101-136-727.00	4.89		
13649	9/2/2010	532357179001	Bulletin Board & Refill	101-136-727.00	53.10		
13681	8/26/2010	531287347001	Fax Toner - District	101-136-727.00	31.70		
13682	8/26/2010	531287542001	Pens - District	101-136-727.00	12.36		
<b>Office Planning Group, The</b>							
13677	9/3/2010	CN1N131039	Maintenance Contract 11/1/10 - 1/31/11	101-172-931.01	548.43		\$548.43
<b>Pan-O-Gold Baking Co.</b>							
13759	8/24/2010	040683023602	Inmate Groceries	101-301-770.00	46.24		\$46.24
<b>Parrette, Kathleen</b>							
13662	8/27/2010	29	Cleaning Services - August 2010	101-265-801.00	1,533.33		\$1,533.33
<b>PHDM</b>							
13661	8/26/2010	42126	Shakey Lakes - Annual Campground In:	208-751-801.00	160.00		\$160.00
<b>Pinecrest Medical Center</b>							
13774	9/1/2010	August 2010	Telephone Charges	205-315-727.00	15.00		\$15.00
<b>Pontem Software by RIA</b>							
13642	9/1/2010	36649	Annual Support G/L, Cash, A/P Oct 10 -	101-103-857.00	3,376.00		\$3,376.00
<b>Powerphone, Inc.</b>							
13687	8/31/2010	29266	P.O. # 02486 - Training (x4)	266-326-881.00	756.00		\$756.00
<b>Przewrocki, Joan</b>							
13689	9/10/2010	4275	Holdover Attendant (B.M.)	101-132-801.00	82.50		\$82.50

**MENOMINEE COUNTY  
Claims Audit Report**

Vendor Name	Vcher#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General								
<b>PUBLIC HEALTH, DELTA-MENOMINEE - 2920 COLLEGE AVE</b>								
	13688	9/8/2010	10-052	Drug/Alcohol Assessment Fee (R.P)	296-664-801.00	150.00		\$150.00
<b>Quill Corporation</b>								
	13712	8/31/2010	7684443	Paper, Folders - PA's office	101-267-727.00	60.86		\$60.86
<b>Randall Phillipps</b>								
	13614	9/7/2010	Legal	Court Appointed Legal - T.M.	101-132-807.00	37.50		\$100.00
	13623	9/7/2010	1998-8653-DS	Court Appointed Legal - T.W.	101-131-807.00	25.00		
	13624	9/10/2010	2007-12208-DP	Court Appointed Legal - K.T.	101-131-807.00	37.50		
<b>Reinhart Foodservice</b>								
	13760	8/31/2010	894753	Inmate Groceries	101-301-770.00	621.75		\$1,121.83
	13761	9/9/2010	896879	Inmate Groceries	101-301-770.00	500.08		
<b>S &amp; O LOCK AND PHONE SERVICE</b>								
	13650	8/27/2010	29130	Keys, Barrel Bolt, Master Eye	101-265-755.00	15.70		\$15.70
<b>Sage Abra</b>								
	13643	8/17/2010	70001062530	PO# 02487 Checks, Desposit Slips, W2	101-103-755.00	743.79		\$743.79
<b>Servco FS Cooperative 100</b>								
	13711	9/9/2010	114276	Gasoline Sales - Shakey Lakes	208-751-743.00	485.60		\$485.60
<b>Shawn Freeland</b>								
	13727	9/7/2010	Refund	Shakey Lakes Camping Cancellation	208-751-964.00	34.00		\$34.00
<b>Sherwin Williams Company</b>								
	13734	9/2/2010	5382-9	Paint & Varnish	101-265-755.00	149.53		\$149.53
<b>Silver &amp; Van Essen, P.C.</b>								
	13726	9/1/2010	17227	MPSC Appeal - Attorney Fee & Cost All	101-211-807.00	47.58		\$47.58
<b>State of Michigan - Dept. of Management &amp; Budget</b>								
	13780	8/25/2010	MPSCS-02270	Radio Subscription Fees	205-315-934.01	253.32	x	\$253.32
<b>Stateline Apparel</b>								
	13725	9/9/2010	4820	Work Jacket - Jim Quist	208-751-745.00	94.99		\$94.99
<b>STEPHENSON MARKETING COOPERATI</b>								
	13724	9/9/2010	3205-356143	Work Boots - Jim Quist	208-751-745.00	105.95	x	\$929.54
	13775	8/31/2010	015579	August 2010 Gasoline Charges	205-315-742.00	641.00	x	
	13799	8/10/2010	V64493	Gasoline Sales	208-751-742.00	182.59	x	
<b>The Advertiser</b>								
	13766	8/31/2010	080254	August 2010 - Community Awareness	101-301-802.00	17.00		\$17.00
<b>The First National Bank&amp;Trust</b>								
	13628	9/3/2010	628840339	Service Charge	101-141-817.00	31.80		\$31.80
<b>Time Warner Cable</b>								
	13749	8/31/2010	004-620475202-001	Sheriff Dept 9/6/10 - 10/5/10	101-301-770.00	121.05		\$121.05



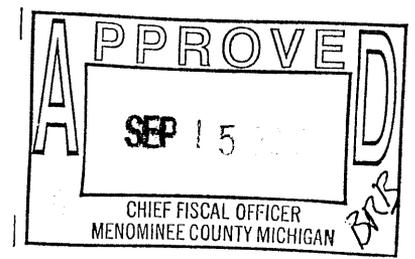
MENOMINEE COUNTY  
Claims Audit Report



Vendor Name	Vcher#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General								
<b>Tire Trax</b>								
	13769	9/13/2010	1512	09 Impala	101-301-981.00	25.00		\$2,824.86
	13770	9/8/2010	1547	Impala	101-301-981.00	35.00		
	13781	9/10/2010	1563	Oil & Filter - Tahoe	205-315-934.02	35.00		
	13782	9/8/2010	1546	Brakes - 10 Impala	205-315-934.02	538.28		
	13783	9/23/2010	1571	Impala - Brakes	205-315-934.02	538.28		
	13784	8/16/2010	1471	Impala - Brakes	205-315-934.02	538.28		
	13785	9/13/2010	1570	06 Van 2500 - Brakes	205-315-934.02	507.17		
	13786	8/26/2010	1507	Impala - Blades, Rotors, Pads, Head La	205-315-934.02	42.00		
	13787	9/1/2010	1530	Impala - Oil Change & Filter	205-315-934.02	35.00		
	13788	8/4/2010	1421	Grey Impala - Oil Change & Filter	205-315-934.02	35.00		
	13789	8/30/2010	1509	Vehicle Maintenance	205-315-934.02	202.30		
	13790	8/10/2010	1459	Durango - Battery	205-315-934.02	122.60		
	13791	8/25/2010	1496	Impala - Battery & Service Call to Jail	205-315-934.02	135.95		
	13792	8/20/2010	1482	10 Impala - Oil Change & Filter/Tire Rot	205-315-934.02	35.00		
<b>TWIN CITY ELECTRIC</b>								
	13674	9/2/2010	76948	Emergency 24 Annual Monitoring Fee	101-103-850.00	165.00		\$13,849.34
	13719	8/11/2010	79458	Breakers & Receptacles	208-751-920.01	46.90		
	13720	8/17/2010	79465	Breaker	208-751-920.01	54.95		
	13721	8/24/2010	79477	Bulbs & Breakers	208-751-920.01	53.69		
	13800	8/27/2010	76929	Data Cabling Project - Partial Payment	101-103-998.00	13,528.80		
<b>U.E.S. COMPUTERS, INC.</b>								
	13635	9/1/2010	52338	Monthly DVD Backup - August 2010	101-103-857.00	100.00		\$737.99
	13652	8/27/2010	30354	Printing Issues - Admin Office	101-103-857.00	45.00		
	13655	8/27/2010	52272	APC UPS Battery	101-103-857.00	175.00		
	13656	8/31/2010	52321	HP Black Ink Cartridges - Parks Dept.	208-751-727.00	39.00		
	13665	9/2/2010	30390	Installation of APC battery	101-103-857.00	115.00		
	13680	8/27/2010	30366	Printer Maintenance - Lisa Frost	101-103-857.00	95.00		
	13716	9/9/2010	30487	Install critical security updates on server	101-103-857.00	75.00		
	13718	8/30/2010	30406	Temp employee system - connecting to	101-103-857.00	48.99		
	13723	9/2/2010	30386	Library & ROD	101-103-857.00	45.00		
<b>U.S. Postmaster - Stephenson</b>								
	13796	9/7/2010	2010-0907	PO# 02488 MSU - Postage	101-261-727.00	3,000.00		\$3,000.00
<b>Verizon Wireless</b>								
	13654	8/22/2010	2448672582	Cellular Services - July 23 - August 22	101-265-801.00	155.77		\$155.77
<b>WALL LARRY</b>								
	13795	9/14/2010	Jardeen	Soft Costs & Program Income Admin Fe	274-690-809.57	1,494.65		\$1,494.65
<b>Wally Jacques</b>								
	13633	8/26/2010	Reimbursement	Shakey Lakes Camping Refund	208-751-964.00	58.00		\$58.00
<b>WALTER BROTHERS INC</b>								
	13736	8/26/2010	B99602	Strap Hinge & Warded Lock	101-265-755.00	19.97		\$37.33
	13737	8/19/2010	A116265	Flap Disc, Grin Wheel	101-265-931.00	17.36		
<b>Waste Management of Central WI</b>								
	13663	9/1/2010	1198297-1856-6	September 2010	101-265-801.00	360.30		\$360.30
<b>WEST GROUP PAYMENT CENTER</b>								
	13631	8/4/2010	821144909	Subscription Product Charges July/Aug	101-267-802.00	34.00		\$34.00
<b>Wil-Kil Pest Control</b>								
	13733	8/30/2010	1703863	Commercial Contract	101-265-801.00	60.00		\$60.00

**MENOMINEE COUNTY  
Claims Audit Report**

Vendor Name	Vcher#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
<b>Bank Account: General</b>								
<b>WISCONSIN PUBLIC SERVICE CORP - P O BOX 19003</b>								
	13641	8/30/2010	0402055840-00001	Jail Electricity - August 2010	101-265-920.03	5,203.46		\$6,094.54
	13657	8/27/2010	0402191663-00001	Health Department - Electricity	101-265-920.03	458.58		
	13668	8/27/2010	0402047856-00004	Coml Gas August 2010	101-265-920.04	351.07		
	13669	8/18/2010	0405249882-00001	Electricity - August 2010	208-751-920.01	8.45		
	13670	8/18/2010	0405249882-00003	Electricity - August 2010	208-751-920.01	-1.72		
	13671	8/25/2010	0405249882-00002	Street Lighting - August 2010	208-751-920.01	29.00		
	13672	8/25/2010	0402047856-00006	Street Lighting - August 2010	208-751-920.01	33.06		
	13673	8/25/2010	0405249882-00004	Bailey Park Street Lighting	208-751-920.01	12.64		
<b>Zeratsky Extreme Heating &amp;</b>								
	13636	8/30/2010	2603	Air Conditioning Maintenance	101-265-934.00	90.00		\$90.00
<b>Total Amount for Bank Account: General</b>								<b>\$71,956.24</b>



COPY

MENOMINEE COUNTY  
Check Register Report

Check	Vchr#	Vendor Name	Vendor's Ref#	Description	Status Debit Account	Check Date \$Amount	CheckAmount\$
Check Date: 9/1/2010 - 9/30/2010 Check Number: 82432 - 82434 Bank Account: General - General							
82432		MAACO			Open	09/15/2010	\$180.00
	13802	Registration		Fall Conference - 10/5 - 10/7 - Troy Rivard	101-301-881.00	\$180.00	
82433		GCR Tire Centers			Open	09/15/2010	\$56.94
	13804	6623		Skidsteer Tire	517-252-931.00	\$56.94	
82434		Lesperance, Diane			Open	09/15/2010	\$100.00
	13803	Reimbursement		Registration for 2010 Summer Conference	517-252-860.00	\$100.00	
<b>Total General</b>							<u>\$336.94</u>
<b>Grand Total:</b>							<u>\$336.94</u>

**APPROVED**  
 SEP 16 2010  
 CHIEF FISCAL OFFICER  
 MENOMINEE COUNTY, WISCONSIN

# MENOMINEE COUNTY BOARD OF COMMISSIONERS AGENDA ITEM

<b>SUBJECT:</b>	<b>Miscellaneous Boards/committees/commission reports</b>
<b>DEPARTMENT:</b>	<b>Administration</b>
<b>ATTACHMENTS:</b>	<b>Yes</b>
<b>SUMMARY:</b>	
Miscellaneous reports discussed at the 9/28/2010 County board meeting	
<b>RECOMMENDED MOTION</b>	
To place misc. reports on file at the Menominee County Courthouse.	

Submitted by:     **Brian Bousley**    

    **10/07/2010**      
Date

**WORKSHOP ACTION**

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

**COUNTY BOARD ACTION**

**DATE:**

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

*Menominee-Delta-Schoolcraft  
Community Action Agency*

**GOVERNING BOARD MEETING**  
*Thursday, September 9, 2010*  
*1:30 p.m. (EDT)*

**MINUTES**

The meeting was called to order at 1:32 by Chairman Dave Schultz. A written roll call was taken and a quorum noted with the following in attendance:

**MEMBERS PRESENT**

Ken Bryant, Schoolcraft  
Dan LaFoilie, Schoolcraft  
John Stapleton, Schoolcraft  
Helen Walker, Delta  
George Lyon, Schoolcraft  
Walter Multerer, Menominee  
Dave Schultz, Delta  
Gil Sablack, Schoolcraft  
Pastor Ingmar Levin, Schoolcraft  
Gil Vandenhouten, Menominee  
Marylee DeGrave, Menominee  
Bernie Lang, Menominee  
Ruth Helwig, Delta  
Karen Wigand, Delta  
Charmaine Lehman, Schoolcraft  
Ernest Hoholik, Schoolcraft  
Tom Lippens, Delta  
Bernice Wiecech, Menominee  
George Arkens, Menominee  
Marv Mayer, Menominee  
Brenda Moya, Menominee

**OTHERS PRESENT**

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

**MEMBERS ABSENT**

Omer Doran, excused  
Tom Elegeert  
Dave Anthony  
Ken Penokie  
Tish Groleau  
Geri Nelson

**APPROVAL OF JULY 22, 2010 GOVERNING BOARD MINUTES**

Members received a copy of the July 22, 2010 Governing Board minutes for their review. There were no questions or comments **AND THEY WERE APPROVED WITH A MOTION FROM DAN LAFOILLE, SECONDED BY KAREN WIGAND; MOTION CARRIED.**

**FINANCE COMMITTEE REPORT**

The Chairman called on Bernice Wiecech who reported that the Finance Committee met on September 7<sup>th</sup> and reviewed the Early Childhood credit card charges for July. She also reported that the reviewed the accounts payable schedules for July and August and recommends they be accepted. **THE JULY AND AUGUST CAA ACCOUNTS PAYABLE SCHEDULES WERE ACCEPTED WITH A MOTION FROM BERNICE WIECIECH, SUPPORTED BY HELEN WALKER; MOTION CARRIED. (see attachment "A")**

The Treasurer Wiecech also reported that with another year of significant increases in our health insurance premiums the committee recommends that the board approve adding a U.P. Blue Rider to our insurance plan effective October 1, 2010 for CAA non-union eligible employees. In addition, the switch from MEBS to SBAM (Small Business Association of Michigan) and a Health Reimbursement Account will be effective January 1, 2011 for CAA non-union employees. This will significantly offset the increase that would take place October 1, 2010 if no changes were made, for both the agency and the employee. Mr. Schultz called on the Executive Director who further explained that the U.P. Blue Rider is for elective surgeries only, the rest of the policy remains the same and our insurance representative has had several other groups that have added this Rider with no problems.

The cost allocation plan was reviewed and approved. In addition, the Financial Procedures Manual was reviewed and no changes were recommended at this time.

***BERNIE LANG MOVED TO ACCEPT THE FINANCE COMMITTEE REPORT, TOM LIPPENS SECONDED THE MOTION; MOTION CARRIED. (see attachment "B").***

#### **ACCEPTANCE OF 7/28/10 HEAD START POLICY COUNCIL MINUTES**

Members received a copy of the 7/28/10 Head Start Policy Council minutes for their review. There were no questions or comments ***AND THE 7/28/10 HEAD START POLICY COUNCIL MINUTES WERE ACCEPTED WITH A MOTION FROM MRS. WIECIECH, SUPPORTED BY GIL VANDENHOUTEN; MOTION CARRIED.***

#### **ACCEPTANCE OF 2009-10 SELF ASSESSMENT SUMMARY**

Members were mailed a copy of the 2009-10 Early Childhood Self Assessment Summary for their review. ***THE 2009-10 EARLY CHILDHOOD SELF ASSESSMENT SUMMARY WAS ACCEPTED WITH A MOTION FROM DAN LAFOILLE, SECONDED BY KAREN WIGAND; MOTION CARRIED.***

#### **FUNDING UPDATE**

Chairman Schultz called on Bill Dubord who indicated that we expect at least level federal funding for Head Start. The Great Start Readiness Program (GSRP) state funding was reinstated which has allowed us to add two more classrooms in Escanaba and one in Manistique.

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

Mr. Schultz called on the Executive Director who told the board that we have entered into a lease agreement for office space in the building next door to us for our Early Childhood Program. We expect to make the move around the first of October which will free up space in our administrative office to house our expanded Weatherization Program and to move the Personal Care office.

Mr. Dubord reported that union negotiations continue with the bargaining unit and there appear to be no major stumbling blocks at this time. Both sides hope to negotiate a three year contract, rather than a two year one that was done initially.

Mr. Dubord asked Kim Johnson to give an update on finding regarding non-federal share for the Early Childhood Program that was raised during the in-depth monitoring. Ms. Johnson indicated that it has been very labor intensive to go back through all of the files to re-count federal share. She will be asking for a waiver of \$650,000. **MS. WIGAND MOVED TO ACCEPT THE EXECUTIVE DIRECTOR'S REPORT, CHARMAINE LEHMAN SUPPORTED THE MOTION; MOTION CARRIED.**

**OTHER BUSINESS**

There was no other business.

**ADJOURNMENT**

There being no further business **MR. BRYANT MOVED FOR ADJOURNMENT AT 2:00 P.M., GEORGE LYON SUPPORTED THE MOTION; MOTION CARRIED.**

7/11/2010

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

HEAD START	\$	192,681
EARLY HEAD START		134,239
ARRA HEAD START		15,934
ARRA EARLY HEAD START		8,728
EARLY-ON CHILDHOOD		4,118
EMERALD SCHOOL		3,150
GREAT PARENTS		1,716
ASSET & LIABILITY ACCOUNTS		349,074
<b>TOTAL</b>	<b>\$</b>	<b>709,640</b>

SIGNED Bericea Skiech  
(TREASURER)

DATE 9/9/10

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

SENIOR CITIZENS	\$	203,147
VOLUNTEER PROGRAMS		102,134
NUTRITION		283,100
STATE & LOCAL PROGRAMS		143,406
ENERGY AND HOUSING		670,836
ASSET & LIABILITY ACCOUNTS		100,780
TOTAL	\$	<u>1,503,403</u>

SIGNED Bernice Muehlich  
(TREASURER)

DATE 9/9/10

7/11/2010 10:15 P

**FINANCE COMMITTEE MEETING**  
**Tuesday, September 7, 2010**  
**11:00 a.m.**

**MINUTES**

The following were present: Pastor Ingmar Levin, Bernie Lang, Marylee DeGrave, Dan LaFoilie, Dave Schultz, Gil Sablack, Omer Doran, Karen Wigand, Bernice Wiecech, Joe Hughes, Bill Dubord, Beau Miller & Cathy Pearson.

The committee reviewed the July Head Start credit card charges.

The committee reviewed the July and August Accounts Payable Schedules and there were one or two questions on some larger expenditures. **THE JULY AND AUGUST ACCOUNTS PAYABLE SCHEDULES WERE ACCEPTED WITH A MOTION FROM KAREN WIGAND, SECONDED BY BERNICE WIECIECH; MOTION CARRIED.**

The committee also reviewed the July Statement of Financial Position reports for July for CAA and HRA. Beau explained the new reporting format and answered questions from the members.

Bill Dubord noted that the past several years it has been a struggle to maintain decent health insurance coverage while containing costs to both the organization and the employees. In the past we have taken various measures to reduce premiums including: raising deductibles, self-insurance and last year switching to a Health Reimbursement Account in the Human Resources Authority Corporation. Even with these measures our BC/BS rates in HRA increased between 15-21% dependent on type of coverage (single, 2-person, family). Because of this huge increase we looked for other options to help reduce costs and found that adding the U.P. Blue Rider would provide significant savings (see attached comparison).

Joe Hughes, our insurance representative, explained that the U.P. Blue Rider lowers premium by making providers in the U.P. considered "in network" and those beyond as "out of network" and is for applied for elective surgeries only. For anyone opting for treatment outside of the network without a referral, their deductible is increased from \$250 to \$500 and the co-pay is 40% rather than 20%. He stressed that he has several other groups with this rider and they have not had problems or complaints as a result of the switch. The employee's medical card would state U.P. Blue on it and that tells the doctor that they should contact the Upper Peninsula Health Board if they need to refer the patient to another doctor outside the network.

The Executive Director explained that for CAA we recommend that for non-union eligible employees they switch to SBAM and add the U.P. rider. We will have to deal with the Head Start union employees separately until their contract is re-negotiated.

*Finance Committee Minutes*

*9-7-10*

*Page 2*

**KAREN WIGAND MOVED TO RECOMMEND TO THE BOARD THAT THE U.P. BLUE RIDER BE ADDED TO OUR INSURANCE PLAN EFFECTIVE OCTOBER 1, 2010 IN HRA AND FOR THE NON-UNION CAA EMPLOYEES. THE SWITCH FROM MEBS TO SBAM (Small Business Association of Michigan) and A HEALTH REIMBURSEMENT ACCOUNT WILL BE EFFECTIVE JANUARY 1, 2010 FOR ALL CAA NON-UNION EMPLOYEES. GIL SABLACK SECONDED THE MOTION; MOTION CARRIED.**

Beau explained that the Cost Allocation Plan and the Financial Procedures Manual should be reviewed annually. Members were sent a copy of each for their review. He noted that he is working on revisions to the FPM but they probably will not be ready until next spring. **OMER DORAN MOVED TO NOTE THAT THE COST ALLOCATION PLAN WAS REVIEWED AND ACCEPTED, MARYLEE DEGRAVE SUPPORTED THE MOTION; MOTION CARRIED.**

**REVEREND LEVIN MOVED TO NOTE THAT THE FINANCIAL PROCEDURES MANUAL WAS REVIEWED WITH NO CHANGES RECOMMENDED AT THIS TIME, MR. SABLACK SUPPORTED THE MOTION; MOTION CARRIED.**

The Executive Director explained that although budgets are tight he still recommends a 2% or \$.25/hours wage increase (whichever is greater) across the board in HRA except for the Senior Citizen capped positions. **KAREN WIGAND MOVED TO RECOMMEND THAT THE BOARD APPROVE A 2% OR \$.25/HOUR WAGE INCREASE FOR HRA EMPLOYEES EXCEPT THE SENIOR CITIZEN CAPPED EMPLOYEES, OMER DORAN SECONDED THE MOTION; MOTION CARRIED.**

Bill Dubord informed the members that staff continues to provide information for the upcoming initial 403(b) audit.

Karen Wigand commended staff that are responsible for the ongoing fundraising efforts for Perspectives Adult Day Care.

The meeting adjourned at 12:17 p.m.

*Menominee-Delta-Schoolcraft  
Human Resources Authority*

GOVERNING BOARD MEETING  
Thursday, September 9, 2010  
1:45 p.m. (EDT)

MINUTES

The meeting was called to order at 2:01 p.m. by Chairman Dave Schultz. A written roll call was taken and a quorum noted with the following in attendance:

MEMBERS PRESENT

Ken Bryant, Schoolcraft  
Dan LaFoille, Schoolcraft  
John Stapleton, Schoolcraft  
Helen Walker, Delta  
George Lyon, Schoolcraft  
Walter Multerer, Menominee  
Dave Schultz, Delta  
Gil Sablack, Schoolcraft  
Pastor Ingmar Levin, Schoolcraft  
Gil Vandenhouten, Menominee  
Marylee DeGrave, Menominee  
Bernie Lang, Menominee  
Ruth Helwig, Delta  
Karen Wigand, Delta  
Charmaine Lehman, Schoolcraft  
Ernest Hoholik, Schoolcraft  
Tom Lippens, Delta  
Bernice Wiecech, Menominee  
George Arkens, Menominee  
Marv Mayer, Menominee  
Brenda Moya, Menominee

OTHERS PRESENT

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

MEMBERS ABSENT

Omer Doran, excused  
Tom Elegeert  
Dave Anthony  
Ken Penokie  
Tish Groleau  
Geri Nelson

APPROVAL OF JULY 22, 2010 GOVERNING BOARD MINUTES

Members received a copy of the July 22, 2010 Governing Board minutes for their review. There were no questions or comments **AND THEY WERE APPROVED WITH A MOTION FROM CHARMAINE LEHMAN, SECONDED BY MR. LYON; MOTION CARRIED.**

FINANCE COMMITTEE REPORT

The Chairman called on Bernice Wiecech who reported that the Finance Committee met on September 7<sup>th</sup> and reviewed the accounts payable schedules for July and August and recommends they be accepted. **THE JULY AND AUGUST HRA ACCOUNTS PAYABLE SCHEDULES WERE ACCEPTED WITH A MOTION FROM KEN BRYANT, SUPPORTED BY RUTH HELWIG; MOTION CARRIED. (see attachment "A")**

Treasurer Wiecech also reported that with another year of significant increases in our health insurance premiums the committee recommends that the board approve adding a U.P. Blue Rider to

**HRA Governing Board Minutes**

**September 9, 2010**

**Page 2**

our insurance plan effective October 1, 2010 for HRA eligible employees. This will significantly offset the increase that would take place October 1, 2010 if no changes were made, for both the agency and the employee. Mr. Schultz called on the Executive Director who further explained that the U.P. Blue Rider is for elective surgeries only, the rest of the policy remains the same and our insurance representative has had several other groups that have added this Rider with no problems.

The cost allocation plan was reviewed and approved. In addition, the Financial Procedures Manual was reviewed and no changes were recommended at this time.

The Finance Committee also recommends a 2% or \$.25/hour increase for all HRA employees (except those in the Senior Citizen Program capped positions) effective October 4, 2010 (provided performance warrants). **MR. LAFOILLE MOVED TO APPROVE THE 2% OR \$.25/HOUR INCREASE FOR ALL HRA EMPLOYEES (EXCEPT THOSE IN SENIOR CITIZEN PROGRAM CAPPED POSITIONS & PROVIDED PERFORMANCE WARRANTS) EFFECTIVE OCTOBER 4, 2010, SECONDED BY KAREN WIGAND; MOTION CARRIED.**

**BERNIE LANG MOVED TO ACCEPT THE FINANCE COMMITTEE REPORT, TOM LIPPENS SECONDED THE MOTION; MOTION CARRIED. (see attachment "B").**

**SAFETY COMMITTEE REPORT**

Mr. Schultz called on Gil Sablack who reported that the Safety Committee met and reviewed two accidents; the first in the Personal Care Program where an aide was helping a client and sprained her lower back. The committee determined it was simply a fluke accident. The employee did seek medical treatment and has been off work for several weeks. The second was in the Nutrition Program where the employee was cut on the sharp edge of a bowl. There was no lost work time Staff were directed to get rid of the bowl and any other faulty equipment there may be. **THE SAFETY COMMITTEE REPORT WAS ACCEPTED WITH A MOTION FROM GIL SABLACK, SUPPORTED BY MARYLEE DEGRAVE; MOTION CARRIED. (see attachment "C")**

**ACCEPTANCE OF STAFF MONTHLY REPORTS**

Members received copies of the staff monthly reports for their review and **THEY WERE ACCEPTED WITH A MOTION FROM KAREN WIGAND, SECONDED BY MR. LYON; MOTION CARRIED.**

**ACCEPTANCE OF POLICY ADVISORY COMMITTEE MINUTES**

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

- 7/9/10 (Menominee) Foster Grandparent Program PAC minutes
- 8/13 (Menominee) & 8/23/10 (Schoolcraft) Senior Companion Program PAC minutes
- 4/21 (Menominee), 7/21 (Menominee) & 8/10/10 (Rock) Senior Citizen Center PAC minutes

**THEY WERE ACCEPTED UPON A MOTION FROM CHARMAINE LEHMAN, SECONDED BY MR. LAFOILLE; MOTION CARRIED.**

**APPROVAL TO SUBMIT CSBG REFUNDING APPLICATION FOR 2011 FOR \$190,347**

The Chairman called on Bill Dubord who indicated we need board approval to submit this initial refunding application in the same amount as last year. He noted we normally have to do a revision once the budget picture becomes clearer. **MS. DEGRAVE MOVED TO APPROVE THE SUBMISSION OF THE CSBG REFUNDING APPLICATION FOR 2011, MR. SABLACK SUPPORTED THE MOTION; MOTION CARRIED.**

**ACCEPTANCE OF ADA TRANSPORTATION POLICIES**

Members were mailed a copy of proposed Americans with Disabilities Transportation policies required for our Michigan Dept. of Transportation contract(s). **MR. LAFOILLE MOTIONED TO ACCEPT THE ADA TRANSPORTATION POLICIES, BERNIE LANG SECONDED THE MOTION; MOTION CARRIED.**

**FUNDING UPDATE**

Mr. Schultz called on Bill Dubord who noted that we are still waiting for the State budget. He has heard that there will be a 3% funding cut in all Departments but does not know if this is in addition to the 8% earlier proposed cut and how that will translate to our programs. Most of our senior programs are anticipating a 7.5% cut, except for the Home Delivered Meals Program which will be cut 13-14% (mainly because this current fiscal year there were stimulus funds to support it).

The Executive Director indicated he continues to be concerned about the TEFAP quarterly food distribution funding that has been on the decline for the past several years (except this past year because of stimulus funds). The State monitor who was just here indicated there will most likely be plenty of food but not much in administrative funds which are used to cover the cost to transport the food, which is a major line item.

**EXECUTIVE DIRECTOR'S REPORT**

The Chairman called on Bill Dubord for his report. Mr. Dubord announced that the Senior Convention will be held on September 23, 2010 at the Fairgrounds and our Nutrition Program is preparing and serving the meal.

We are working on getting some renovations done at the Gladstone Senior Center with some funds that were bequeathed to us for that purpose. Sally explained that we are getting a new indoor walk-in freezer/cooler which is very much needed. We are also looking to do some lighting and ceiling work at the Menominee Senior Center.

The members were also told that Stuart (Butch) Munson is retiring as Administrator for the Escanaba Senior Center at the end of the month. There will be an Open House and chance to wish him well on September 29<sup>th</sup> at the Escanaba Senior Center.

Bill reminded the board that at the July meeting the purchase of a new server and license upgrades was on the agenda. After working with Ken Penokie and our technical support provider, we have ordered the new server and are getting licenses cheaper through a company called Tech Soup.

Mr. Dubord reported that the Gladstone Development Corporation met recently with a representative from Medallion Enterprises to review the status of the Thorntree Development Project in Gladstone. Members were informed that the facility is running well so it was a good decision of the board to get involved in an affordable housing project. In addition, we will be 51% owner of the facility in 6-7 years. **KAREN WIGAND MOVED TO ACCEPT THE EXECUTIVE DIRECTOR'S REPORT, GIL SABLACK SUPPORTED THE MOTION; MOTION CARRIED.**

### **WEATHERIZATION PRESENTATION**

Mr. Schultz called on Joe Dehlin, Weatherization Program Director, who updated the board that the statewide goal of 30% of ARRA completions scheduled for September 1<sup>st</sup> was met. At the end of August we were at 34% completion which is due to the hard work of our contractors and staff. He noted that they are also hopeful to be approved to do work on a 32 unit multi-family project in Powers.

He announced that the following staff restructuring has taken place: Naomi Fletcher has been promoted to Housing Manager and as such will take the lead on the CDBG Housing Program grant, seek other funding streams through MSHDA and other sources as well as continue to assist the Weatherization Director where needed. Rhonda Raspor (formerly RSVP Supervisor/Secretary) has been hired to replace Naomi as Weatherization Program Assistant. Rick Rudden will now spend a majority of his time in the Weatherization Program assisting with Davis-Bacon Compliance, SHPO designation/clearances, income verification and client education. Rick's position was due to end 9/30/2010 when the CSBG ARRA funds end.

The Weatherization Program is monitored continually.

### **OTHER BUSINESS**

Mr. Multerer thanked staff for their consideration of renovations to the Menominee Senior Center as they are much needed.

Karen Wigand asked about the meal program and the suggested meal donation, which is \$3.00. She suggested that a news release or radio shows may help to increase awareness about the service as well as possibly increase donations. Sally Kidd, Senior Services Director, indicated that our suggested meal donation rate is lower than most. Enclosed is a sample of the monthly bill statement that is sent to meal recipients. **(see attachment "D")**

**DAN LAFOILLE MOVED TO HAVE THE EXECUTIVE DIRECTOR INDICATE BOARD SUPPORT AND APPRECIATION OF THE EFFORTS OF OUR STAFF, KAREN WIGAND SUPPORTED THE MOTION; MOTION CARRIED.**

### **ADJOURNMENT**

There being no further business **MR. LAFOILLE MOVED FOR ADJOURNMENT AT 2:45 P.M., GEORGE LYON SUPPORTED THE MOTION; MOTION CARRIED.**

## **SAFETY COMMITTEE MEETING**

**September 9, 2010**

**12:45 p.m.**

### ***MINUTES***

The following were in attendance: Marylee DeGrave, Gil Sablack, Tom Lippens, George Arkens, Debby Wiltzius and Pat Johnson. Excused: Marv Mayer and Omer Doran.

#### **The Committee reviewed the following two accidents:**

- 1) **Personal Care Services:** The aide was helping a client get out of bed and in the process the patient felt dizzy and fell back on the bed. While holding onto the patient the aide sprained her lower back. This was a fluke accident because this patient is very mobile and needs very little help. She did seek medical treatment and has been off of work for 5 weeks and intends to return to her job next week.
  
- 2) **Nutrition Program:** While wiping down the counters, the employee's arm came in contact with a mixing bowl which had a sharp edge causing a small cut to her arm. She did not seek medical treatment or lose time from work.  
Recommendation: Debby offered to stop at the Menominee Senior Center kitchen and dispose of this bowl and any other faulty equipment if need be.

At the July 22, 2010, Safety Committee meeting there was an incident involving lifting a client. Prior to this accident, Debby had called a meeting instructing the aides this is a two person lift. Unfortunately this aide decided to lift this person by herself and in the process hurt her back. Mr. Lippens asked the committee if any disciplinary action occurred regarding this incident. Debby investigated this accident further and the aide was written with a disciplinary memo being put in her file.

9/9/2010

Weatherization:

9/2 State reported that the Michigan WAP had completed 10,194 projects meeting the DOE required 30% production by September 1<sup>st</sup>. DOE will now release the remaining 50% ARRA funding.

Our original ARRA grant planned for 492 completions (148 @30%)  
Funds were re-allocated in late May because of production lag and we were assigned an additional 38 units.  
Our current grant was increased to 530 units.

At the end of August we reported 182 completions (34%). A testament to our 7 residential and 3 mechanical contractors along with our contracted inspectors and in house staff. We currently have 60 ARRA jobs assigned to contractors in some form of completion. We are also awaiting word from the state regarding allowable measures for a 32 unit multi-family in Powers. (Pleasant Acres)

We have undergone some in house restructuring. Naomi Fletcher will be heading up the Delta County Housing Program with the intent that we can grow the program to offer additional services to clients.

Rhonda Raspor was selected amongst a field of very good candidates to fill the program assistant position. Rick Rudden who had worked with Weatherization in Davis Bacon Compliance and SHPO designation will have his duties increased to include all Davis Bacon issues, SHPO submissions and income verification, and client education.

Don Terrell (Manistique Weatherization intake) will begin helping teach client education class in Schoolcraft.

We continue to submit requested information for the DOE National Program Evaluation. 4 submittals to date. Much of the information has required us to physically touch all of our Wx files back to 2007.

Program monitoring continues as we had our comprehensive fiscal monitoring last month and will have our DOE 09 technical monitoring on the 20<sup>th</sup>. DOE has hired an independent team that monitored 6 agencies down state earlier this week. All agencies will have 5% of their ARRA production monitored.

We plan to hold a contractor training within the next month.

## MINUTES

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

**Executive/Finance Meeting, 8/18/2010 – 1:00 p.m.**

MEMBERS PRESENT: Anderson, Dill and Furlong

MEMBERS EXCUSED:

MEMBERS ABSENT:

OTHERS PRESENT: Airport Manager Spreen, Eagle Herald, Peshtigo Times and Bay Cities Radio

**1. Call to order.**

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

**2. Approve/Amend agenda**

Motion (Dill/Furlong) to accept agenda as presented. Motion carries. No negative votes.

**3. Approve/amend minutes 7/9/2010 Executive/Finance Committee meeting.**

Motion (Dill/Furlong) to approve minutes as presented. Motion carries. No negative votes.

**4. Public comment**

Brian Numeier questions agenda item #5

Everett Anderson commented on agenda item #5

Wayne Beyer commented on FBOs and other counties

**5. Discuss/consider FBO contract, action if any**

Motion (Furlong/Dill) to complete draft contract and send to full Board for their review. Motion carried, no negative votes.

**6. Communications/correspondence.**

None

**7. Dialog between manager and TCAC**

None

**8. Dialog between TCAC and airport users.**

Wayne Beyer talked to the Commission on other successful FBO/Manager operations.

**9. Public comment**

Everett Anderson commented on the FBO.

**12. Adjourn**

Motion (Furlong/Dill) to adjourn @ 2:45 P.M. Motion carried. No negative Votes.

The Menominee County Board of Road Commissioners held a regular meeting in their offices north of Stephenson on Tuesday, August 10, 2010.

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

PRESENT: William Anderson, Roger Betzinger, Mary Maas, Darrell Moilanen and Lisa Savord. Also present were Joe Skrobiak, John Nerat, Darlene Nerat, Dale Axtell, Duane Sundberg and Jerry Newlin.

ABSENT: None.

The Pledge of Allegiance was recited.

Additions to agenda – None.

Public comments – Joe Skrobiak asked why the grader operator did not have the blade down when he went both ways on his road on August 3. Moilanen will check on this. Darlene Nerat asked if the preparation work on No. 7 Road and No. 9 Road would be complete this year. Moilanen stated that the hill cut on No. 9 Road should be completed this year, but No. 7 Road may not be done until next year. Ms. Nerat stated that Menominee Township would like to see both done this year and asked when Moilanen would have an answer on No. 7. Moilanen stated he should know more after Labor Day.

Public appearances – None.

Additions/corrections to minutes of 07/13/10 – There being no additions or corrections, Anderson declared that the minutes will stand as recorded.

Financial Report –

	Receipts	Expenditures	Payables/ Reserves	Balances
Balance, July 12, 2010				\$2,000,133.41
Receipts thru 07/31/10	1,558.90			
Expenditures thru 07/31/10		162,355.34		
Balance, July 31, 2010				\$1,839,336.97
Michigan Transportation Funds	289,074.69			
Receipts thru 08/09/10	18,801.51			
Expenditures thru 08/09/10		47,030.86		
State Maint. & Equip. Advances			99,418.00	
Balance, August 9, 2010	309,435.10	209,386.20	99,418.00	\$2,000,764.31

Payables & Reserves

Payroll 08/19, 09/02 (Est.)	120,000.00
Soc. Sec. 08/19, 09/02 (Est.)	9,180.00
Reserve for workers compensation insurance	27,348.00
Reserve for liability insurance	48,840.00
Reserve for rental grader lease (Dec 2009)	92,407.65
Reserve 4% set-aside for township allocations (2004/2005)	323.45
Reserve 4% set-aside for township allocations (2005/2006)	36,040.50
Reserve 4% set-aside for township allocations (2006/2007)	57,653.47
Reserve Hannahville 2% Funds-Old US2 over Wilson Creek	46,073.64
Reserve for MCRC balance of Old US2 over Wilson Creek	40,000.00
Reserve Hannahville 2% Funds-Town Line Rd to Vincent Ln Const.	17,632.69

Reserve Hannahville 2% Funds-Town Line Rd to Vincent Ln Pave	26,092.51	
Reserve for MCRC balance of Town Line Rd to Vincent Ln Pave	47,907.00	
Reserve Hannahville 2% Funds-County Line Rd. Borings	5,000.00	
Reserve Hannahville 2% Funds-Computer Upgrades	0.00	
Reserve for CR 557 Bridge over Big Cedar	1,047.41	
Reserve for Bridge Inspections, Scour & Plans of Action	93,472.50	
Reserve for Design of F-4 Bridge over Big Cedar River	22,302.25	
Reserve for asbestos removal at old Menominee office	28,425.00	
Reserve for demolition and disposal-old Menominee Office	19,800.00	
Reserve for painting Powers shop	7,255.40	
Reserve for Fuel Monitoring system - Stephenson shop	9,627.80	
Reserve for Inglst. Twp. Share of N. Pinewoods Loop Const.	15,773.04	
Reserve for MCRC Share of N. Pinewoods Loop Const.	15,773.05	
Reserve for N. Pinewoods Loop Paving	86,844.23	
Reserve for No.25 Road Paving (DaggettTwp)	133,511.27	
Reserve for No. 19 Road Paving (Lake Twp)	82,003.37	
Reserve for 3 local bridges (Daggett Twp)	60,793.08	
Reserve for Forest Funds	161,023.47	
Reserve for equipment	417,000.00	(1,729,150.78)
		\$ 271,613.53

Anderson declared the financial report accepted as read.

Vouchers # 10-0051 and 10-0731 – Maas inquired about the rental of a post hole digger. Moilanen stated that it was used for guard rail repairs. Moved by Betzinger, seconded by Maas that the vouchers be approved and ordered paid. Carried unanimously.

Open bids for concrete footings at Wilson Creek – Bids were received as follows:

Alfredson Brothers Construction Co.	\$10,688.00
-------------------------------------	-------------

Moved by Betzinger, seconded by Maas, to award the bid to Alfredson Brothers Construction Co. Carried unanimously.

Discuss Chip Sealing 17.75 Road – A preliminary quote of \$11,000 for the chip sealing was received from Fahrner Construction. Jerry Newlin, Mellen Township Supervisor, stated the township would be agreeable to have the road chip sealed rather than paved, due to the high cost of paving. Moved by Anderson, seconded by Maas to have Moilanen advertise for bids for the project. A special meeting will be held on August 17, 2010 at 9 a.m. to award the bid with a project completion date of September 4, 2010. Carried unanimously.

Permission to bid ventilation system for Stephenson shop – Moilanen noted that UP Engineers and Architects had already done the design work on the project. Moved by Betzinger, seconded by Maas to have Moilanen advertise for bids. Carried unanimously.

Name voting delegate & alternate for CRASIF Annual Meeting – Moved by Maas, seconded by Anderson, to name Moilanen as the voting delegate and Anderson as the alternate. Carried unanimously.

Discuss Snowplow Safety presentation for elementary students - Moved by Betzinger, seconded by Maas, to provide Snowplow Safety training to county elementary schools again this year. Carried unanimously.

Set date and time for Annual Budget Hearing – Moved by Maas, seconded by Betzinger, to schedule the Annual Budget Hearing for 8:45 a.m. on Tuesday, September 14, 2010. Carried unanimously.

Any Other Business – Maas asked when the new graders would be delivered. Moilanen stated delivery was scheduled between October 15 – November 1, 2010.

Moilanen stated he had received a letter from Tom and Andrea Geltz regarding flooding on River Road. Moilanen will look at the area and determine if any action is needed.

Moilanen stated he had received a call from Ken Goffin, Menominee Township Supervisor, regarding the Kottenbach Island Causeway. Mr. Goffin asked if the Road Commission would be willing to be named as the applicant on a FEMA Grant submittal to obtain funds to replace the existing culvert with a concrete structure. Moved by Maas, seconded by Betzinger to allow the Menominee County Road Commission to be named as applicant, with Ken Goffin being listed as the alternate contact. Carried unanimously.

Public Comment – Dale Axtell asked if the new Kottenback Island Causeway would be at a higher elevation. Moilanen replied that it would not change the elevation, but would allow for the ice jams to pass through more easily, which may not alleviate all flooding problems in the area, but should help considerably. Maas asked what the life span of the proposed concrete box is. Moilanen stated approximately 50 years.

Joe Skrobiak asked for an update on the patch in the Village of Carney. Moilanen stated he has been in contact with the Village of Carney officials.

John Nerat asked if the asbestos removal was complete at the old Menominee Office. Moilanen stated that it was and that the demolition would begin in the next week or so.

There being no further business, Anderson declared the meeting adjourned at 9:36 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 Tuesday, August 17, 2010.

Chair Anderson called the meeting to order at 9:04 a.m. with the following persons present or absent:

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

ABSENT: None

The Pledge of Allegiance was recited.

Additions to agenda – None.

Public comments – None.

Public Appearances – None.

Open bids for Chip Seal of 17.75 Road – Bids were opened and read as follows:

Fahrner Asphalt Sealers, Plover, WI: \$9,830.25 Note: Bid is for use of CRS2 Emulsion.

Moved by Maas, seconded by Betzinger to have Moilanen call Gerald Newlin, Mellen Township Supervisor, and advise him of the bid amount. The township will be asked to confirm in writing no later than August 19, 2010 at 12:00 p.m., if they wish to proceed with the project so that Moilanen can advise the contractor. Carried unanimously.

Discuss requests from Conservation District – The Menominee Soil Conservation District is having a Fall Tree Sale on October 19 – 23, 2010 and would like to use road commission buildings for a pickup area. Moved by Anderson, seconded by Maas to allow the Conservation District to use the buildings. Carried unanimously.

The Conservation District has also asked to have road commission personnel partner with them in a study of invasive plant species along the roadways in the county. The Conservation District would train employees to identify the plants. Moved by Anderson, seconded by Betzinger to allow the training and have the mower operators report any sightings of the invasive plants, for a one year trial period, as long as it does not interfere with road commission operations. Carried unanimously.

Other Business – None.

Public Comments – None.

There being no further business, Anderson declared the meeting adjourned at 9:20 a.m.

---

Road Commission Finance Director-Clerk

---

Road Commission Chair

The Menominee County Board of Road Commissioners held a special meeting in their offices north of Stephenson on Tuesday, September 7, 2010.

Chair Anderson called the meeting to order at 8:59 a.m. with the following persons present or absent:

PRESENT: William Anderson, Roger Betzinger, Mary Maas, Darrell Moilanen and Lisa Savord. Also present were representatives from W.D.M., Inc., Valley Mechanical, Inc., Zeratsky Extreme Heating & Cooling, Inc., and Clyde Thoune.

ABSENT: None

The Pledge of Allegiance was recited.

Additions to agenda – None.

Public comments – None.

Public Appearances – None.

Open bids for ventilation system for Stephenson Shop – Bids were opened and read as follows:

Zeratsky Extreme Heating & Cooling, Inc., Menominee, MI	\$83,835.00
Valley Mechanical Inc., Norway, MI	\$96,000.00
W.D.M. Enterprises, Inc., Marinette, WI	\$92,179.00

Moved by Betzinger, seconded by Maas to have the bids tabulated and presented for action at the September 14, 2010 regular meeting. Carried unanimously.

Other Business – None.

Public Comments – None.

There being no further business, Anderson declared the meeting adjourned at 9:03 a.m.

---

Road Commission Finance Director-Clerk

---

Road Commission Chair

Menominee County Road Commission  
FISCAL 2010/2011 RECOMMENDED BUDGET

	FY 2008/2009 <u>Actual Prior</u>	FY 2009/2010 <u>Est. Current</u>	Budget 2010/2011 <u>Recommended</u>
<u>REVENUES</u>			
Mich. Transportation Funds	\$3,214,522	\$3,188,525	\$3,073,900
Special State Funds	161,016	572,523	698,343
Federal Funds	276,586	2,166,584	404,280
County Raised Funds	1,223,810	1,011,820	710,500
Gain/Loss Equip. Disposal	10,513	16,257	0
Other Contributions	<u>0</u>	<u>16,200</u>	<u>0</u>
 TOTAL REVENUES	 <u>\$4,886,446</u>	 <u>\$6,971,909</u>	 <u>\$4,887,023</u>
<u>EXPENDITURES</u>			
Primary Roads	1,954,619	2,473,569	1,900,240
Local Roads	2,325,588	2,629,150	1,664,600
State T/L Maintenance	725,699	565,620	535,000
TWA/Other T/L Maintenance	18,094	13,700	12,500
Equipment Expense (Net)	(148,510)	(300,000)	(225,000)
Administrative Expense (Net)	307,715	186,750	188,700
Distributive Expense	1,424,573	1,280,000	1,450,000
Capital Outlay (Net)	(113,403)	(600)	105,000
Miscellaneous	11,219	1,000	3,000
Special Projects	0	49,000	0
Contingencies	<u>0</u>	<u>0</u>	<u>0</u>
 TOTAL EXPENDITURES	 <u>\$6,505,595</u>	 <u>\$6,898,189</u>	 <u>\$5,634,040</u>
 YEAR END			
Budgeted Net Revenue (Expenditures)	9/30/2011		( <u>\$747,017</u> )
(NOTE: 4% Township Funds from prior years)			
 YEAR END			
Current Estimated Operating Surplus (Deficit)	9/30/2010	\$73,720	
 DATE			
Accumulated Avail. Surplus (Deficit)	9/30/2009	<u>\$2,257,857</u>	
from Prior Yrs.	9/30/2010		<u>\$2,331,577</u>
 Projected Surplus at End of Budget Year			 <u>\$1,584,560</u>

Adopted: September 14, 2010

FISCAL 2010/2011 RECOMMENDED BUDGET  
REVENUES

	FY 2008/2009 <u>Actual Prior</u>	FY 2009/2010 <u>Est. Current</u>	Budget 2010/2011 <u>Recommended</u>
<u>MICH. TRANSPORTATION FUNDS</u>			
Engineering	10,000	10,000	10,000
Primary Roads	1,955,248	1,940,423	1,900,000
Local Roads	1,183,858	1,173,508	1,100,000
Primary Urban	55,309	54,630	54,000
Local Urban	7,515	7,439	7,400
Snow Funds	2,590	2,524	2,500
Total Mich. Transportation Funds	<u>3,214,522</u>	<u>3,188,525</u>	<u>3,073,900</u>
<u>SPECIAL STATE FUNDS</u>			
Forest ("E") Funds	161,016	161,023	161,023
"D" Funds		229,000	157,320
Exchange Fed. for State Funds	0	0	0
Local Bridge Funds	0	182,500	380,000
Total Special State Funds	<u>161,016</u>	<u>572,523</u>	<u>698,343</u>
<u>FEDERAL FUNDS</u>			
STP	85,542	389,700	246,960
Critical Bridge Funds		972,690	0
B.I.A.		95,771	0
Federal "D" Funds		284,850	157,320
ARRA Funds		415,000	0
High Priority Funds	191,044	8,572	0
Total Federal Funds	<u>276,586</u>	<u>2,166,584</u>	<u>404,280</u>
<u>COUNTY RAISED FUNDS</u>			
State Trunkline Maintenance	703,585	565,620	530,000
TWA/Other T/L Maint.	18,094	13,700	10,000
Twp. Contributions	412,657	385,000	142,500
Hannahville 2% Funds	51,578	12,500	0
Interest Earned	23,182	20,000	18,000
State Critical Bridge		0	0
Other	14,713	15,000	10,000
Total County Raised Funds	<u>1,223,810</u>	<u>1,011,820</u>	<u>710,500</u>
Gain/Loss on Equip. Disposal	<u>10,513</u>	<u>16,257</u>	<u>0</u>
Other Contributions		<u>16,200</u>	<u>0</u>
Total Revenues	<u><u>4,886,446</u></u>	<u><u>6,971,909</u></u>	<u><u>4,887,023</u></u>

FISCAL 2010/2011 RECOMMENDED BUDGET  
EXPENDITURES

	FY 2008/2009 Actual Prior	FY 2009/2010 Est. Current	Budget 2010/2011 Recommended
<u>PRIMARY ROADS</u>			
Preservation Improvements/Roads	230,933	1,649,069	693,600
Preservation Improvements/Structures	391,591	10,000	0
Routine Preventive Maintenance	648,143	500,000	636,640
Routine Winter Maintenance	672,754	289,500	550,000
Routine Structure Maintenance	11,197	25,000	20,000
Total Primary Roads	<u>1,954,619</u>	<u>2,473,569</u>	<u>1,900,240</u>
<u>LOCAL ROADS</u>			
Preservation Improvements/Roads	952,789	336,500	170,000
Preservation Improvements/Structures	68,928	1,316,000	400,000
Routine Preventive Maintenance	956,101	800,000	774,600
Routine Winter Maintenance	340,021	151,650	300,000
Routine Structure Maintenance	7,749	25,000	20,000
Total Local Roads	<u>2,325,588</u>	<u>2,629,150</u>	<u>1,664,600</u>
<u>STATE T/L MAINTENANCE</u>	<u>725,699</u>	<u>565,620</u>	<u>535,000</u>
<u>TWA/OTHER T/L MAINTENANCE</u>	<u>18,094</u>	<u>13,700</u>	<u>12,500</u>
<u>EQUIPMENT EXPENSE (NET)</u>			
Direct Expense	793,920	545,000	550,000
Indirect Expense	321,806	250,000	300,000
Operating Expense	275,676	255,000	300,000
Less Rental Credits	(1,539,913)	(1,350,000)	(1,375,000)
Net Equipment Expense	<u>(148,510)</u>	<u>(300,000)</u>	<u>(225,000)</u>
<u>ADMINISTRATIVE EXPENSE (NET)</u>			
Administrative Expense	385,182	253,000	250,000
Less Handling	(1,453)	(1,250)	(1,300)
Less State Overhead	(76,014)	(65,000)	(60,000)
Net Administrative Expense	<u>307,715</u>	<u>186,750</u>	<u>188,700</u>
<u>DISTRIBUTIVE EXPENSE</u>			
Fringe Benefits	1,170,915	1,130,000	1,250,000
Other	253,658	150,000	200,000
Total Distributive Expense	<u>1,424,573</u>	<u>1,280,000</u>	<u>1,450,000</u>
<u>CAPITAL OUTLAY (NET)</u>			
Capital Outlay	51,725	146,000	240,000
Less Depreciation	(164,468)	(131,600)	(135,000)
Less Equip. Retirement	(660)	(15,000)	0
Net Capital Outlay	<u>(113,403)</u>	<u>(600)</u>	<u>105,000</u>
<u>MISCELLANEOUS</u>	<u>11,219</u>	<u>1,000</u>	<u>3,000</u>
<u>SPECIAL PROJECTS</u>	<u>0</u>	<u>49,000</u>	<u>0</u>
<u>TOTAL EXPENDITURES</u>	<u>5,081,021</u>	<u>6,898,189</u>	<u>5,634,040</u>

**MENOMINEE COUNTY BOARD OF COMMISSIONERS  
DISCUSSION AGENDA ITEM**

<b>SUBJECT:</b>	<b>Discussion of mileage reimbursements for committee members</b>
<b>DEPARTMENT:</b>	<b>Administration</b>
<b>ATTACHMENTS:</b>	<b>no</b>
<b>SUMMARY:</b>  Discussion of allowing mileage reimbursements for committee members.	
<b>RECOMMENDED MOTION</b>	

Submitted by:     **Brian Bousley**    

    **10/07/2010**      
Date

**WORKSHOP ACTION**

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

**COUNTY BOARD ACTION**

**DATE:**

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

# MENOMINEE COUNTY BOARD OF COMMISSIONERS DISCUSSION AGENDA ITEM

<b>SUBJECT:</b>	<b>Resolution 2010-19 ~ In Support of Senate Bill 449</b>
<b>DEPARTMENT:</b>	<b>County Board</b>
<b>ATTACHMENTS:</b>	<b>Yes</b>
<b>SUMMARY:</b>	
Commissioner Meintz asked for Menominee County to discuss this resolution for approval.	
<b>RECOMMENDED MOTION</b>	

Submitted by:     **Brian Bousley**    

    **10/07/2010**      
Date

**WORKSHOP ACTION**

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

**COUNTY BOARD ACTION**

**DATE:**

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

*"Menominee – 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

### Resolution 2010-19

#### In Support of Senate Bill 449

**WHEREAS**, the police departments through the State of Michigan depend, in part, upon part-time law enforcement officers for protection of the citizens and community; and

**WHEREAS**, The Michigan Commission on Law Enforcement Standards (MCOLES) adopted an administrative rule mandating that police officers must work a minimum of 520 hours to remain certified; and

**WHEREAS**, opposition to this 520 hour rule has been overwhelming, widespread and nearly unanimous; and

**WHEREAS**, the current law (with no hourly standard) has worked for more than 45 years and the proposed 520 hour rule is being implemented with no stated legitimate or valid purpose; and

**WHEREAS**, an organized movement of Police Chiefs has successfully lobbied for legislation to set the minimum standard at 120 hours. As described in Senate Bill 440; and

**WHEREAS**, the 120 hour compromise is equal to the only other hourly certification standard in the nation, being the State of Idaho; and

**WHEREAS**, Senate Bill 449 passed on June 25, 2009 on a bi-partisan and unanimous vote of 34 to 0; and

**WHEREAS**, Senate Bill 449 has languished in the House Judiciary Committee since June 24, 2009 without being sent to the floor for a vote; and

**WHEREAS**, failure of the House to pass Senate Bill 449 as written will cause an unfunded mandate when county sheriffs may have to fill the void of local departments cutting officers, the loss of local control as well as the loss of more police officers from our streets.

**THEREFORE BE IT RESOLVED** that the Menominee County Board of Commissioners hereby calls upon the House of Representatives to swiftly pass Senate Bill 449 as written.

**BE IT FURTHER RESOLVED** that certified copies of this resolution be sent to Representative Nerat and the Speaker of the House as well as to the other 82 county boards of commissioners.

\_\_\_\_\_  
Gary Eichhorn, Board Chairman

\_\_\_\_\_  
Date

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

\_\_\_\_\_  
Date

*Gary Eichhorn - Chairperson*

*Charlie Meintz - Vice Chairperson*

*Bernie Lang*

*James Furlong*

*Garry Anderson*

# MENOMINEE COUNTY BOARD OF COMMISSIONERS

## DISCUSSION AGENDA ITEM

<b>SUBJECT:</b>	<b>Discussion of Audit Services</b>
<b>DEPARTMENT:</b>	<b>Administration</b>
<b>ATTACHMENTS:</b>	<b>Yes</b>
<b>SUMMARY:</b>	
Discussion of continuing auditor services with Anderson Tackman or requesting bids from public entities. County Purchasing Policy on Professional services is enclosed.	
<b>RECOMMENDED MOTION</b>	

Submitted by:     **Brian Bousley**    

    **10/07/2010**      
Date

**WORKSHOP ACTION**

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

**COUNTY BOARD ACTION**

**DATE:**

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

- form.
3. Turn in the completed form to the County Administrator who will issue a purchase order.

Procurement of goods and services over \$5,000 shall be through a sealed bid process in accordance with specification listed in an advertisement to bid. A project may not be subdivided into individual items for the purpose of circumventing the bid procedure. When appropriate, bid specifications shall be prepared by proper professionals and shall be reviewed by the County Prosecuting Attorney and County Administrator prior to being advertised. The Finance Committee chair or designee shall open bids. All bids for which an outside professional prepared bid specifications shall be reviewed by that professional and she/he shall make a recommendation to the Board regarding the bid award.

Amended: March 25, 2002  
Amended: August 22, 2005  
Amended: August 24, 2010

### 3.2 Professional Services.

County Government has many occasions during the course of a year when it needs professional advice or plans for very specific concerns.

It shall be the policy of the Menominee County Board of Commissioners that the Board may contract with appropriate professionals who, in the opinion of the board, have specific professional training and experience which meet the Board's perceived requirement for specific projects without having to publicly request bids for professional services.

It shall be the policy of Menominee County Board of Commissioners that each contractor shall complete a contractor checklist.

### 3.3 Purchase Orders

The following pertains to goods and services outside the realm of normal weekly/monthly business transactions.

Procurement of goods and services over \$500 and less than \$5,000 shall be prepared on a Purchase Order and approved by the Chief Fiscal Officer.

Procurement of goods and services over \$5,000 shall be prepared on Purchase Order and approved by Menominee County Board.

Purchase orders are in three parts. All copies go with the invoice to the County Clerk's office. The Account's Payable clerk will retain the white copy, send the yellow copy with the invoice and payment, the pink copy is retained in the Administrator's office.

Amended: March 25, 2002  
Amended: August 24, 2010

# MENOMINEE COUNTY BOARD OF COMMISSIONERS DISCUSSION AGENDA ITEM

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

Submitted by:     **Brian Bousley**    

    **10/07/2010**      
Date

**WORKSHOP ACTION**

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

**COUNTY BOARD ACTION**

**DATE:**

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







MENOMINEE COUNTY  
BOARD OF COMMISSIONERS  
REIMBURSEMENT VOUCHER

Mileage: \$ .50/mile ~ effective 01 Jan. 2010

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

**RECEIVED**  
10/01/10  
Menominee County Administrator

\*must attach receipt for reimbursement

Name: Bernie Lang ~ District 1

2010

Date	Mileage, meals, Bridge Tolls, Lodging, etc.	Account Number	Amount
9-7	CAA FINANCE 116	101-101-860.01	
9-9	CAA 116	101-101-860.01	
9-14	COW 3	101-101-860.01	
9-15	PUB. HEALTH 88	101-101-860.01	
9-21	LIBRARY 43	101-101-860.01	
9-23	NORTH POINTE 144	101-101-860.01	
9-28	SOC. SERVICE 3	101-101-860.01	
9-28	CO. BD. 3	101-101-860.01	
9-30	CAA FINANCE 116	101-101-860.01	
	<u>632</u>	101-101-860.01	
	X.50	101-101-860.01	
	<b>Conference Expenses</b>		
	<u>316.00</u>	101-101-859.00	
		101-101-859.00	
		101-101-859.00	
		101-101-859.00	
		101-101-859.00	
		101-101-859.00	
<b>Total Mileage, Meals, Lodging &amp; Conference Expenses to be reimbursed</b>			<b>316.00</b>

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

B. Lang  
Signed

09-30-10  
Date



**MENOMINEE COUNTY  
BOARD OF COMMISSIONERS  
REIMBURSEMENT VOUCHER**

**COPY RECEIVED**  
10/4/10 H.  
Menominee County Administrator

Mileage: \$.50/mile ~ effective 01 Jan. 2010

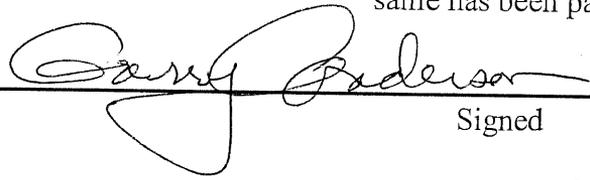
\*Meals Breakfast ~ up to \$7.50  
Lunch ~ up to \$10.00  
Dinner ~ up to \$17.50

\*must attach receipt for reimbursement

Name: Garry Anderson ~ District 3

Date	Mileage, meals, Bridge Tolls, Lodging, etc.	Account Number	Amount
9-2-2010	GIS / COURTHOUSE 1:00 P.M. 14 MILES	101-101-860.03	7.00
9-10-2010	T.C.A. 14 MILES	101-101-860.03	7.00
9-14-2010	C.D.W. / STEPHENSON 36 MILES	101-101-860.03	18.00
9-16-2010	FINANCE / AIRPORT (COUNTY) 14 MILES	101-101-860.03	7.00
9-21-2010	EXEC MEET / AIRPORT 14 MI.	101-101-860.03	7.00
9-28-2010	2 MEETINGS / BUDGET & REG COUNTY ANNEX 36 MI	101-101-860.03	18.00
9-30-2010	2 MEETINGS / BUDGET & REG AIRPORT 14 MI.	101-101-860.03	7.00
		101-101-860.03	
		101-101-860.03	
		101-101-860.03	
		101-101-860.03	
		101-101-860.03	
	<b>Conference Expenses</b>		
		101-101-859.00	
		101-101-859.00	
		101-101-859.00	
		101-101-859.00	
		101-101-859.00	
		101-101-859.00	
		101-101-859.00	
<b>Total Mileage, Meals, Lodging &amp; Conference Expenses to be reimbursed</b>			<b>\$ 71.00</b>

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

  
\_\_\_\_\_  
Signed

\_\_\_\_\_  
Date 10-4-10



MENOMINEE COUNTY  
BOARD OF COMMISSIONERS  
REIMBURSEMENT VOUCHER

**RECEIVED COPY**  
10/7/10  
Menominee County Administrator

Mileage: \$ .50/mile ~ effective 01 Jan. 2010

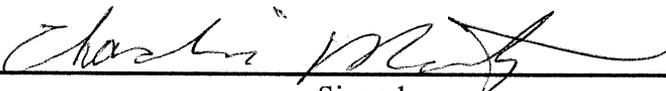
\*Meals            Breakfast ~ up to \$7.50  
                     Lunch ~ up to \$10.00  
                     Dinner ~ up to \$17.50

\*must attach receipt for reimbursement

Name: Charlie Meintz ~ District 4

Date	Mileage, meals, Bridge Tolls, Lodging, etc.	Account Number	Amount
Sept 14	Board Meeting 10 mile	101-101-860.04	5
Sept 16	Finance Committee 50 mile	101-101-860.04	25
Sept 28	Board meeting 70 mile	101-101-860.04	35
Sept 30	Nex Roadwork 10 m	101-101-860.04	5
		101-101-860.04	
		101-101-860.04	
		101-101-860.04	
		101-101-860.04	
		101-101-860.04	
		101-101-860.04	
		101-101-860.04	
		101-101-860.04	
	<b>Conference Expenses</b>		
		101-101-859.00	
		101-101-859.00	
		101-101-859.00	
		101-101-859.00	
		101-101-859.00	
		101-101-859.00	
<b>Total Mileage, Meals, Lodging &amp; Conference Expenses to be reimbursed</b>			<b>85</b>

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

  
\_\_\_\_\_  
Signed

10-6-10  
\_\_\_\_\_  
Date





# MENOMINEE COUNTY BOARD OF COMMISSIONERS DISCUSSION AGENDA ITEM

<b>SUBJECT:</b>	<b>Miscellaneous Bills</b>
<b>DEPARTMENT:</b>	<b>Administration/Board</b>
<b>ATTACHMENTS:</b>	<b>Yes</b>
<b>SUMMARY:</b>	
Board to review recently submitted Miscellaneous Bills as paid on Sept. 15, 17, & 30 in the amount of \$182,730.96	
<b>RECOMMENDED MOTION</b>	

Submitted by:     **Brian Bousley**    

    **10/07/2010**      
Date

**WORKSHOP ACTION**

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

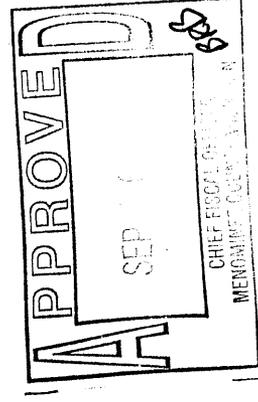
**COUNTY BOARD ACTION**

**DATE:**

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

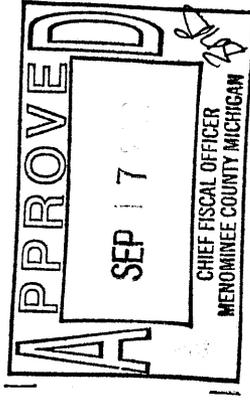
MENOMINON COUNTY  
Check Register Report

Check	Vendor Name	Vendor's Ref#	Description	Status	Check Date	Check Amount	Check Amount\$	
	Vchr#			Debit Account	\$Amount			
Check Date: 9/1/2010 - 9/30/2010 Check Number: 82432 - 82434 Bank Account: General - General								
82432	MAACO			Open	09/15/2010		\$180.00	
13802	Registration		Fall Conference - 10/5 - 10/7 - Troy Rivard	101-301-881.00	09/15/2010	\$180.00		
82433	GCR Tire Centers			Open	09/15/2010	\$56.94	\$56.94	
13804	6623		Skidsteer Tire	517-252-931.00				
82434	Lesperance, Diane			Open	09/15/2010	\$100.00	\$100.00	
13803	Reimbursement		Registration for 2010 Summer Conference	517-252-860.00				
<b>Total General</b>							<u>\$336.94</u>	
<b>Grand Total:</b>							<u>\$336.94</u>	



MENOMINEE COUNTY  
Check Register Report

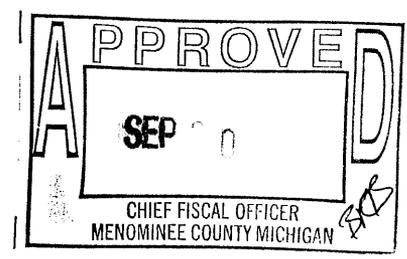
Check	Vendor Name	Vchr#	Vendor's Ref#	Description	Status	Debit Account	Check Date	Check Amount	CheckAmount\$
Check Date: 09/01/2010 - 09/30/2010 Check Number: 82435 - 82435 Bank Account: General - General									
82435	Center for Community Progress	13805	Registration	Land Bank Training in Marquette - Lesperance	Open	517-252-9555.00	09/17/2010	\$35.00	\$35.00
<b>Total General</b>									\$35.00
<b>Grand Total:</b>									\$35.00



**MENOMINEE COUNTY  
Claims Audit Report**

**COPY**

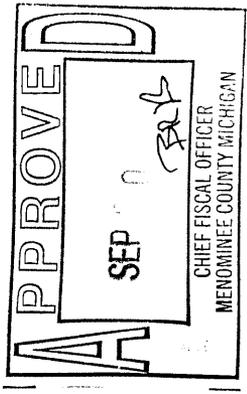
Vendor Name	Vcher#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General								
BERNTSEN INTERNATIONAL, INC.	14046	9/27/2010	132189	Remonumentation - Equipment	243-246-765.00	588.82		\$588.82
Cherry Lan Systems, Inc.	14044	9/16/2010	3217	PO# 02498 Label Printer - ROD	101-268-931.00	548.83		\$548.83
Friends Ofc Prod Whse Direct	14045	9/27/2010	012709	Ink Cartridges	101-265-755.00	147.96		\$147.96
IMAGEWORKS	14042	9/30/2010	3361	Hooded Sweatshirt	208-751-880.02	23.00		\$23.00
TWIN CITY ELECTRIC	14043	9/29/2010	76987	Data Wiring for video Conference in Prc	101-103-970.02	448.22		\$448.22
Total Amount for Bank Account: General								\$1,756.83



COPY

MENOMINEE COUNTY  
Check Register Report

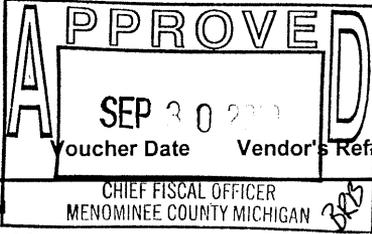
Check	Vendor Name	Vendor's Ref#	Description	Status	Check Date	Check Amount
	Vchr#			Debit Account	\$Amount	
Check Date: 9/1/2010 - 9/30/2010 Check Number: 82495 - 82495 Bank Account: General - General						
82495	Fred Rents All	1300430	Elevated Lift	Open	09/30/2010	\$3,850.00
	14014			101-265-934.00		\$3,850.00
<b>Total General</b>						<u>\$3,850.00</u>
<b>Grand Total:</b>						<u>\$3,850.00</u>





**MENOMINEE COUNTY  
Claims Audit Report**

Vendor Name Vcher#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General							
<b>A B C PRINTERS</b>							<b>\$526.80</b>
13932	9/21/2010	92070	PO# 02489 Window Envelopes	101-215-727.00	526.80		
<b>ALADDIN FIRE PROTECTION</b>							<b>\$54.00</b>
13965	9/14/2010	122073	Recharge Dry Chemical Fire Extinguish	101-301-727.00	54.00		
<b>Albert's</b>							<b>\$1,500.00</b>
13897	9/28/2010	Refinishing	Refinishing of Floors	101-265-801.00	1,500.00		
<b>AT&amp;T - Aurora, IL</b>							<b>\$876.89</b>
13920	9/19/2010	906863444109	Sheriff's Office - Telephone Services	101-103-850.00	318.05		
14002	9/19/2010	906863661409	September 19 - October 18, 2010	266-325-850.00	155.54		
14009	9/19/2010	906863470509	September 19 - October 18, 2010	101-103-850.00	108.20		
14010	9/19/2010	906863202309	September 19 - October 18, 2010	101-103-850.00	295.10		
<b>AT&amp;T Long Distance</b>							<b>\$221.12</b>
13928	9/19/2010	854528091	Telephone Services	101-103-850.00	221.12		
<b>Banc of America Leasing</b>							<b>\$571.66</b>
13961	9/22/2010	011650512	Sheriff's Dept & Annex - October 2010	101-301-934.00	317.84		
13961	9/22/2010	011650512	Sheriff's Dept & Annex - October 2010	101-261-942.00	253.82		
<b>BAYSHORE VETERINARY CLINIC</b>							<b>\$63.82</b>
13979	9/24/2010	131841	Pet tabs & Exam for Gracie	101-301-881.01	63.82		
<b>Bob Barker Company, Inc.</b>							<b>\$156.07</b>
13973	9/20/2010	WEB000142185	Inmate Supplies	101-301-770.00	156.07		
<b>BRANYAN WESLEY C</b>							<b>\$110.00</b>
13878	9/17/2010	Board of Canvassers August & September 2010		101-192-705.00	100.00		
13878	9/17/2010	Board of Canvassers August & September 2010		101-192-860.00	10.00		
<b>Brenda Meade</b>							<b>\$447.50</b>
13940	9/21/2010	4285	Mileage Reimbursement	101-132-801.00	286.50		
13941	9/21/2010	4286	Transport of Juveniles	101-132-801.00	161.00		
<b>BRUNO STEPHANIE</b>							<b>\$115.00</b>
14015	9/27/2010	Reimbursement	Mileage 9/7 to 9/25/2010	101-261-860.12	115.00		
<b>Carquest Auto Parts</b>							<b>\$43.98</b>
13990	8/11/2010	2825-161771	Wiper Blades	205-315-934.02	43.98		
<b>Cellcom Wisconsin RSA 04</b>							<b>\$387.82</b>
13881	9/5/2010	738189	Medical Examiner - Cellular Services	101-648-727.00	153.71		
13906	8/5/2010	529564	Cellular Services - August 2010	101-132-850.00	29.47	x	
13906	8/5/2010	529564	Cellular Services - August 2010	296-669-850.00	50.85	x	
13906	8/5/2010	529564	Cellular Services - August 2010	296-665-850.00	40.44	x	
13906	8/5/2010	529564	Cellular Services - August 2010	296-664-850.00	9.48	x	
13907	9/5/2010	731635	Cellular Services - September 2010	101-132-850.00	19.99	x	
13907	9/5/2010	731635	Cellular Services - September 2010	296-669-850.00	60.33	x	
13907	9/5/2010	731635	Cellular Services - September 2010	296-665-850.00	23.55	x	
<b>Cherry Lan Systems, Inc.</b>							<b>\$134.72</b>
13911	9/15/2010	3216	Transfer Labels - ROD	101-268-727.00	134.72		
<b>Cheski, Tom</b>							<b>\$175.50</b>
13876	9/17/2010	Board of Canvassers August & September 2010		101-192-860.00	25.50		
13876	9/17/2010	Board of Canvassers August & September 2010		101-192-705.00	150.00		
<b>Christopher Tebo</b>							<b>\$103.50</b>
13934	9/16/2010	4279	Holdover Attendant & Transport of Juve	101-132-801.00	103.50		

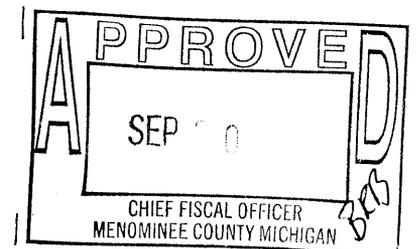


MENOMINEE COUNTY  
Claims Audit Report

Vendor Name	Vcher#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General		CHIEF FISCAL OFFICER MENOMINEE COUNTY MICHIGAN						
<b>CLOVERLAND PAPER CO</b>								<b>\$798.74</b>
	13893	9/10/2010	93044	Liners & Toilet Tissue	101-265-755.01	110.91		
	13899	9/10/2010	93045	Towels, Foam Cleaner, Bathroom Soap	208-751-755.01	281.03		
	13921	9/24/2010	93203	Toilet Tissue	101-265-755.01	56.49		
	13945	9/17/2010	93125	Kitchen Towels & Bowl Cleaner	101-265-755.01	78.83		
	13968	9/3/2010	92991	Liners, TidyFoam, Vinyl Gloves, Liquid	101-301-770.00	124.81		
	13974	9/10/2010	93042	Vinyl Gloves	101-301-770.00	44.64		
	14027	9/24/2010	93204	Styro cups, Cleanser, Lysfol Foam Clea	101-301-770.00	102.03		
<b>CMP Distributors</b>								<b>\$3,405.00</b>
	13898	9/14/2010	22641	PO# 02490 Ammo	205-315-755.02	3,298.61		
	13898	9/14/2010	22641	PO# 02490 Ammo	101-301-881.03	106.39		
<b>Cooper Office Equipment</b>								<b>\$120.00</b>
	13926	9/10/2010	70631	Probation/Parole - Base Quarterly Rate	101-131-931.00	120.00		
<b>CRM Corporation</b>								<b>\$170.00</b>
	13978	9/21/2010	5914	Sheriff Recognition Plaque	101-301-802.00	170.00		
<b>Data Consultants, Inc.</b>								<b>\$500.00</b>
	14032	8/12/2010	1000000993	1 Yr Svc Level Agreement for jail video	101-301-934.02	500.00		
<b>Dennis-Ruleau, Dawn</b>								<b>\$492.95</b>
	14000	9/28/2010	4290	Bridge toll, Meals, Mileage Reimburse	101-148-860.00	492.95		
<b>EAGLEHERALD PUBLISHING, LLC</b>								<b>\$290.75</b>
	13886	9/27/2010	3016	August 2010 Advertising	101-101-901.00	70.00		
	13886	9/27/2010	3016	August 2010 Advertising	101-141-802.00	98.00		
	13886	9/27/2010	3016	August 2010 Advertising	101-267-804.00	122.75		
<b>Eichhorn, Jayne</b>								<b>\$90.50</b>
	13879	9/17/2010		Board of Canvassers August & September 2010	101-192-705.00	50.00		
	13879	9/17/2010		Board of Canvassers August & September 2010	101-192-860.00	40.50		
<b>FOLEY'S BUILDING &amp; SUPPLY INC.</b>								<b>\$5,870.00</b>
	13919	9/28/2010	Jardeen	Roof Replacement	274-690-809.57	5,870.00		
<b>Fredrick Warner</b>								<b>\$97.25</b>
	13938	9/21/2010	4283	Transport of Juvenile Bay Plnes to Cour	101-132-801.00	97.25		
<b>Friends Ofc Prod Whse Direct</b>								<b>\$827.53</b>
	13918	9/21/2010	012673	50 Rolls - Thermal Paper - ROD	101-268-727.00	69.20		
	13935	9/16/2010	4280	Appt Book, Business Cards & Folders	296-668-955.00	21.36		
	13935	9/16/2010	4280	Appt Book, Business Cards & Folders	296-667-801.02	82.63		
	13943	9/24/2010	012702	Credit Memo - 012641I	101-268-727.00	-69.99		
	14034	9/29/2010	012739	Pens, Tape, Cleaner, Batteries, Label M	101-268-727.00	353.02		
	14035	9/29/2010	012740	Heater, Desk Pad, Toner, Calendar	101-268-727.00	371.31		
<b>Furlong, James</b>								<b>\$40.00</b>
	14012	9/29/2010	Reimbursement	Mileage 9/14 & 9/28/2010	101-101-860.02	40.00		
<b>Gerber Manufacturing Ltd.</b>								<b>\$5,009.40</b>
	13875	7/6/2010	19710	PO# 02495 Picnic Table Frames	208-751-984.00	5,009.40		
<b>Good Source</b>								<b>\$617.36</b>
	13976	9/17/2010	S10234573	Inmate Groceries	101-301-770.00	617.36		
<b>HAUPT DR PAUL/MEDICAL EXAMINER</b>								<b>\$4,890.00</b>
	13962	9/27/2010	July - Sept 2010	Medical Examiner	101-648-709.00	4,845.00		
	13962	9/27/2010	July - Sept 2010	Medical Examiner	101-648-727.00	45.00		

**MENOMINEE COUNTY  
Claims Audit Report**

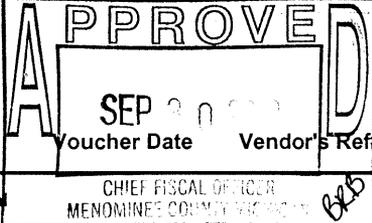
Vendor Name	Vcher#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General								
Hawk Talk, L.L.C.	14036	9/30/2010	Registration	PO# 02501Trainer Fee - Fitness/Ethics	264-363-881.00	4,700.00		\$4,700.00
HUPY HON WILLIAM A	13937	9/20/2010	4282	Mileage & Bridge Toll Reimbursement	101-148-860.00	430.00		\$430.00
ID NETWORKS	14038	9/29/2010	164749	PO# 02496 - Svc Maintenance Agreem	101-301-934.02	3,659.00		\$3,659.00
INSTITUTE OF CONTINUING LEGAL	13923	9/21/2010	620431	MI Model Civil Jury Instructions	269-145-982.00	72.50		\$217.50
	13924	9/21/2010	620432	MI Model Civil Jury Instructions	269-145-982.00	72.50		
	13930	7/27/2010	620432	MI Model Civil Jury Instructions	269-145-801.00	72.50		
J S ELECTRONICS, INC.	13966	9/1/2010	16030	Voice Paging - Sheriff's Department	101-301-727.00	90.00		\$5,651.22
	14003	9/21/2010	PO# 02493	2 LED Light Bars	205-315-981.00	3,061.22		
	14004	9/21/2010	16061	PO# 02492 Removal & Installation of ec	205-315-981.00	1,250.00		
	14005	9/21/2010	16062	PO# 02492 Removal & Installation of ec	205-315-981.00	1,250.00		
Joel Hensley, RN	13888	9/6/2010	Blood Draw	Julia Kass - 9/3/10	101-000-202.00	100.00		\$4,975.00
	13963	9/27/2010	July - Sept 2010	Medical Examiner	101-648-709.00	2,430.00		
	13963	9/27/2010	July - Sept 2010	Medical Examiner	101-648-835.00	1,080.00		
	13977	9/26/2010	Nursing Servicing	August 15 - August 28, 2010	101-301-770.01	1,365.00		
JOHN EVANS, RN	13964	9/27/2010	July - Sept 2010	Medical Examiner	101-648-709.00	750.00		\$990.00
	13964	9/27/2010	July - Sept 2010	Medical Examiner	101-648-835.00	240.00		
Kewley, Diane	13939	9/21/2010	4284	Holdover Attendant (D.T.)	101-132-801.00	80.50		\$80.50
Kleiman, Marc	13880	9/17/2010	Reimbursement	Mileage - Board Meeting	101-215-860.00	21.00		\$42.00
	13927	9/29/2010	Reimbursement	Mileage - 9/29/10	101-215-860.00	21.00		
LENCA SURVEYING	13890	9/18/2010	10133	Remonumentation Yr 2010 - 9/13 to 9/1	243-246-801.07	1,967.70		\$4,448.70
	14008	9/25/2010	10134	Remonumentation Project Yr 2010 9/20	243-246-801.07	2,481.00		
Linda A. Menacher	13957	9/27/2010	Reimbursement	Cell phone bill (Jan - Sept @ \$46.20/mc	101-136-755.00	415.80		\$415.80
M & M Truck Parts Sales, Inc.	13980	8/31/2010	5492	Trailer R79 - Pickup trailer in Stephenc	101-301-934.02	129.50		\$229.50
	13982	8/31/2010	5481	August Trailer Rental	101-301-934.02	100.00		





**MENOMINEE COUNTY  
Claims Audit Report**

Vendor Name Vcher#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
<b>Bank Account: General</b>							
<b>MAC SERVICE CORPORATION</b>							<b>\$84,787.87</b>
13873	9/28/2010	November 2010	8386-400 \$53113.44	8386-401 \$1674.4 101-103-712.00	46,242.17		
13873	9/28/2010	November 2010	8386-400 \$53113.44	8386-401 \$1674.4 205-315-712.00	10,260.93		
13873	9/28/2010	November 2010	8386-400 \$53113.44	8386-401 \$1674.4 205-316-712.00	1,576.49		
13873	9/28/2010	November 2010	8386-400 \$53113.44	8386-401 \$1674.4 208-751-712.00	2,069.34		
13873	9/28/2010	November 2010	8386-400 \$53113.44	8386-401 \$1674.4 266-325-712.00	5,256.35		
13873	9/28/2010	November 2010	8386-400 \$53113.44	8386-401 \$1674.4 266-326-712.00	1,490.03		
13873	9/28/2010	November 2010	8386-400 \$53113.44	8386-401 \$1674.4 271-790-712.00	5,104.34		
13873	9/28/2010	November 2010	8386-400 \$53113.44	8386-401 \$1674.4 296-663-712.00	1,241.54		
13873	9/28/2010	November 2010	8386-400 \$53113.44	8386-401 \$1674.4 701-000-231.09	1,674.43		
13873	9/28/2010	November 2010	8386-400 \$53113.44	8386-401 \$1674.4 701-000-231.08	1,517.50		
13873	9/28/2010	November 2010	8386-400 \$53113.44	8386-401 \$1674.4 704-000-232.00	7,741.62		
13873	9/28/2010	November 2010	County's Share	701-000-231.02	196.96		
13873	9/28/2010	November 2010	Brian's Share	701-000-231.02	416.17		
<b>MARGARET SCHROUD</b>							<b>\$29.00</b>
13905	9/22/2010	Reimbursement	Mileage 9/22/10	101-257-860.00	29.00		
<b>MARINETTE CAMERA FAIR</b>							<b>\$81.82</b>
14031	9/29/2010	CF-466182	Photo's	101-301-802.00	81.82		
<b>Marquette County Sheriff</b>							<b>\$120.00</b>
13998	9/28/2010	Training	Suicide Awareness, Medical Issues (x10	264-363-881.00	120.00		
<b>Mastercard</b>							<b>\$996.55</b>
13929	9/12/2010	Credit Card	August 11 - September 12, 2010	101-268-860.00	63.61	x	
13929	9/12/2010	Credit Card	August 11 - September 12, 2010	256-277-860.00	453.60	x	
13929	9/12/2010	Credit Card	August 11 - September 12, 2010	101-253-860.00	14.15	x	
13929	9/12/2010	Credit Card	August 11 - September 12, 2010	101-682-860.00	9.41	x	
14041	9/29/2010	Credit Card	Pack-n-Ship	101-301-729.00	49.21	x	
14041	9/29/2010	Credit Card	Pack-n-Ship	101-301-729.00	21.83	x	
14041	9/29/2010	Credit Card	Shell Oil	101-301-742.00	36.00	x	
14041	9/29/2010	Credit Card	Marathon Oil	101-301-742.00	43.35	x	
14041	9/29/2010	Credit Card	Lexisnexis	205-315-727.00	50.00	x	
14041	9/29/2010	Credit Card	Ostego Hotel	205-315-860.00	70.85	x	
14041	9/29/2010	Credit Card	Ostego Hotel	205-315-860.00	70.85	x	
14041	9/29/2010	Credit Card	MI Sheriff Assoc.	264-363-881.00	150.00	x	
14041	9/29/2010	Credit Card	Late Fee	101-301-770.00	20.00	x	
14041	9/29/2010	Credit Card	Credit	101-301-729.00	-56.31	x	
<b>Maureen Charlevoix</b>							<b>\$155.48</b>
13874	9/23/2010	Reimbursement	Trave/Meals 9/10 & 9/23/2010	101-131-860.00	155.48		
<b>Maximus, Inc.</b>							<b>\$8,000.00</b>
13892	9/14/2010	102307.01.02.01-001	Preparation of FY09 Ctrl Svcs Allocatio	101-103-801.08	8,000.00		
<b>Menards - Marinette</b>							<b>\$189.52</b>
13894	9/13/2010	79707	Building Supplies	101-265-755.00	119.76		
13944	9/20/2010	81784	4 x 8 Birch Boards (x2)	101-265-755.00	69.76		
<b>MENOMINEE ANIMAL SHELTER, INC</b>							<b>\$641.15</b>
13950	9/21/2010	2109	August 2010	101-601-958.00	641.15		
<b>Menominee Catholic Central</b>							<b>\$200.00</b>
13871	9/20/2010	PA10-0046	Bad Check - Raygo	101-267-804.00	200.00		
<b>MENOMINEE COUNTY FAIR BOARD</b>							<b>\$2,438.52</b>
13917	7/19/2010	2010-816	Winter Storage Fees	208-751-884.01	2,438.52		



MENOMINEE COUNTY  
Claims Audit Report

Vendor Name	Vcher#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total	
Bank Account: General									
CHIEF FISCAL OFFICER MENOMINEE COUNTY WISCONSIN									
<b>MILLERS ACTION OFFICE SUPPLY I</b>									
	13883	9/17/2010	071793	Toner - Lisa's computer	101-215-727.00	114.99		<b>\$1,125.72</b>	
	13909	9/15/2010	071688	Office Supplies - ROD	101-268-727.00	37.99			
	13910	9/15/2010	071690	Pre-Inked Stamp - ROD	101-268-727.00	21.99			
	13925	9/27/2010	071984	Folders & Paper	516-253-727.00	21.28			
	13999	9/21/2010	071860	Ink Cartridges, Folders & Envelopes	101-426-727.00	79.47			
	14013	9/27/2010	071971	PO# 02494 Probate Court - Typewriter (	101-148-970.00	850.00			
<b>MSU Diagnostic Services</b>									
	13931	9/16/2010	201003585	Basic Sample Fee	101-261-755.00	20.00		<b>\$20.00</b>	
<b>NATIONAL ASSOC OF COUNTIES</b>									
	13946	9/1/2010	67590	Membership Dues 1/1/11 - 12/31/11	101-103-802.00	535.00		<b>\$535.00</b>	
<b>NESTEGG MARINE</b>									
	13987	8/23/2010	73211	Latch-Hatch & Windsh.	101-331-755.00	46.99		<b>\$46.99</b>	
<b>NKS Tire &amp; Service, Inc.</b>									
	13991	9/20/2010	68325	2010 Chevy Impala	205-315-981.00	450.03		<b>\$3,150.21</b>	
	13992	9/17/2010	68267	2009 Chevy Impala	205-315-981.00	450.03			
	13993	9/17/2010	68266	2008 Chevy Impala	205-315-981.00	450.03			
	13994	9/17/2010	68265	2008 Chevy Impala	205-315-981.00	450.03			
	13995	9/17/2010	68264	2009 Chevy Impala	205-315-981.00	450.03			
	13996	9/17/2010	68261	2006 Chevy Impala	205-315-981.00	450.03			
	13997	9/17/2010	68260	2008 Chevy Impala	205-315-981.00	450.03			
<b>NMU Financial Services</b>									
	14033	9/27/2010	mechosh-41	Colt Armorer School - Draze	205-315-881.03	400.00		<b>\$400.00</b>	
<b>Office Depot, Inc.</b>									
	13904	9/10/2010	533209228001	Chaimats & Push Pins	101-136-727.00	74.72		<b>\$74.72</b>	
<b>Omnicare - Pharmacy of Northwestern Ohio</b>									
	14017	8/31/2010	2427090	Inmate Medication - Craven	101-301-770.01	33.02		<b>\$2,633.45</b>	
	14018	8/31/2010	2427085	Inmate Medication - Altwein	101-301-770.01	137.10			
	14019	8/31/2010	2427093	Inmate Medication - Erdman	101-301-770.01	69.95			
	14020	8/31/2010	2427095	Inmate Medication - Harvala	101-301-770.01	152.82			
	14021	8/31/2010	2427098	Inmate Medication - Pope	101-301-770.01	32.38			
	14022	8/31/2010	2427103	Inmate Medication - Thomas	101-301-770.01	27.35			
	14023	8/31/2010	2427086	Inmate Medication - Beattie	101-301-770.01	66.97			
	14024	8/31/2010	2427102	Inmate Medication - Strong	101-301-770.01	103.35			
	14025	8/31/2010	2427099	Inmate Medication - Sanchez	101-301-770.01	112.54			
	14026	8/31/2010	2427088	Inmate Medication - Borths	101-301-770.01	48.97			
	14028	7/31/2010	2379534	Inmate Medications - Tiernan	101-301-770.01	1,469.39			
	14029	8/31/2010	2427104	Inmate Medications - Tiernan	101-301-770.01	379.61			
<b>Pan-O-Gold Baking Co.</b>									
	13967	9/10/2010	040683025314	Inmate Groceries	101-301-770.00	42.84			<b>\$42.84</b>
<b>Pfankuch, Mike</b>									
	13884	9/14/2010	Reimbursement	Mileage to Marquette 9/10/10	101-136-860.00	120.00		<b>\$120.00</b>	
<b>PHDM</b>									
	13903	9/20/2010	42144	Annual Campground Inspection - Kleink	208-751-920.00	160.00		<b>\$260.00</b>	
	13936	9/16/2010	4281	Prime for Life (E.D. & J.D.) 9/16/2010	296-668-835.00	100.00			
<b>Poupore Collision &amp; Towing</b>									
	13989	9/17/2010	420	Oil Change - 2009 Chevy Tahoe	205-315-742.00	26.50		<b>\$26.50</b>	



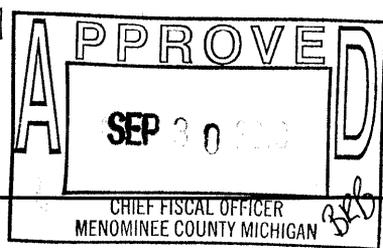
MENOMINEE COUNTY  
Claims Audit Report

Vendor Name	Vcher#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General								
CHIEF FISCAL OFFICER MENOMINEE COUNTY MICHIGAN								
<b>Przewrocki, Joan</b>								<b>\$117.00</b>
13933		9/16/2010	4278	Holdover Attendant (B.M.) 9/11/10	101-132-801.00	82.50		
14001		9/28/2010	4290	Holdover Attendant (E.F.)	101-132-801.00	34.50		
<b>QUICK SIGNS</b>								<b>\$96.00</b>
13984		9/8/2010	3808	Digital Prints	101-301-934.02	96.00		
<b>Quill Corporation</b>								<b>\$772.07</b>
13885		9/13/2010	7939345	PA's office - tape, battery, dispenser	101-267-727.00	22.24		
13887		9/16/2010	8036937	Toner - printer & fax - PA's office	101-267-727.00	144.89		
13983		9/20/2010	8091547	Print Cartridge, Batteries, Key Tags	101-301-934.02	273.31		
14016		9/29/2010	31652542	Sheriff's Department - Office Supplies	101-301-727.00	331.63		
<b>Randall Phillipps</b>								<b>\$100.00</b>
13958		9/27/2010	2006-11639-DM	Court Appointed Legal - D.W.	101-132-807.00	37.50		
13959		9/27/2010	2007-12308-DS	Court Appointed Legal - P.M.	101-132-807.00	37.50		
13960		9/27/2010	01-9935DM 04-10902DS	Court Appointed Legal - T.M.	101-132-807.00	25.00		
<b>Ray Allen Manufacturing, Inc.</b>								<b>\$496.14</b>
14037		9/29/2010	259681	Gracie supplies	101-301-881.01	496.14		
<b>RDJ SPECIALTIES, INC - P.O. Box 309</b>								<b>\$376.22</b>
14030		9/28/2010	785	Key Tag Custom Soft Vinyl 1 Side	101-301-802.00	376.22		
<b>RDSS/Bureau of Juvenile Justice</b>								<b>\$12.33</b>
13882		9/13/2010	4277	Juvenile Restitution - S.H.	292-000-201.00	12.33		
<b>REGISTER OF DEEDS</b>								<b>\$11.00</b>
14011		9/15/2010	11 Copies	2009/10 Year End Invoice - Lenca Rerr	243-246-801.08	11.00		
<b>Reinhart Foodservice</b>								<b>\$1,039.25</b>
13969		9/14/2010	898125	Inmate Groceries	101-301-770.00	489.65		
13970		8/27/2010	894440	Credit Memo for 890005	101-301-770.00	-96.00		
13971		9/8/2010	896865	Credit Memo for 894753	101-301-770.00	-10.98		
13972		8/27/2010	894433	Credit Memo for 893226	101-301-770.00	-18.75		
13975		9/21/2010	899542	Inmate Groceries	101-301-770.00	675.33		
<b>Rick White</b>								<b>\$100.00</b>
13942		9/21/2010	4287	Bond Refund (paid on behalf of T.W.)	292-662-964.00	100.00		
<b>Scanton Corporation</b>								<b>\$79.00</b>
13988		9/13/2010	5007448	UD-10 crash pads	205-315-727.00	79.00		
<b>Sherwin Williams Company</b>								<b>\$151.91</b>
13901		9/4/2010	5450-4	Tray Liners & ProGreen	101-265-755.00	29.28		
13902		9/3/2010	5413-2	Painting Supplies	101-265-755.00	122.63		
<b>STATE BAR OF MICHIGAN</b>								<b>\$690.00</b>
13908		9/23/2010	4288	Dues & Subscription	101-148-802.00	375.00		
13913		9/27/2010	Dues	PA's Office - Member Dues - 10/1 to 9/3	101-267-802.00	315.00		
<b>TARGET INFORMATION MANAGEMENT</b>								<b>\$83.17</b>
13912		9/16/2010	262398	District Forms	101-136-727.00	83.17		
<b>Time Warner Cable</b>								<b>\$337.95</b>
13947		9/17/2010	004-700185701-001	9/25/10 to 10/24/10	101-103-851.01	337.95		

**MENOMINEE COUNTY  
Claims Audit Report**

Vendor Name	Vcher#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
<b>Bank Account: General</b>								
<b>Tina Nast (petty cash)</b>								<b>\$404.25</b>
	14006	9/23/2010	Reimbursement	Transport (x2)	205-315-860.00	15.13	x	
	14006	9/23/2010	Reimbursement	DEA Training	205-315-881.03	33.80	x	
	14006	9/23/2010	Reimbursement	Fitness & Ethics	264-363-881.00	30.00	x	
	14006	9/23/2010	Reimbursement	Marq. Training (x4)	264-363-881.00	68.89	x	
	14039	9/29/2010	Reimbursement	Transport (x2)	205-315-860.00	76.43	x	
	14039	9/29/2010	Reimbursement	UP-EMS School	205-315-881.03	180.00	x	
<b>Tina Nast (petty cash)</b>								<b>\$524.44</b>
	14007	9/23/2010	Reimbursement	CVS	101-301-770.00	8.47	x	
	14007	9/23/2010	Reimbursement	Colt Armor School	205-315-860.00	71.03	x	
	14007	9/23/2010	Reimbursement	MMRMA Trng K-9	205-315-860.00	75.99	x	
	14007	9/23/2010	Reimbursement	Jail Mgmt School	264-363-881.00	15.13	x	
	14007	9/23/2010	Reimbursement	Marq Trng (x4)	264-363-881.00	118.51	x	
	14007	9/23/2010	Reimbursement	Marq Trng (x4)	264-363-881.00	86.10	x	
	14007	9/23/2010	Reimbursement	Fitness & Ethics Trng	264-363-881.00	49.77	x	
	14040	9/29/2010	Reimbursement	Kmart Folders	101-301-727.00	6.34	x	
	14040	9/29/2010	Reimbursement	Mileage - Hanson	101-301-742.00	33.10	x	
	14040	9/29/2010	Reimbursement	Fitness Trng (x6)	264-363-881.00	60.00	x	
<b>TWIN CITY ELECTRIC</b>								<b>\$8,415.60</b>
	13891	9/15/2010	76963	Partial Payment - Jail Communications	101-103-998.00	8,226.00		
	13954	9/13/2010	79515	Case	101-265-755.00	94.80		
	13955	9/27/2010	79547	Case	101-265-755.00	94.80		
<b>U.E.S. COMPUTERS, INC.</b>								<b>\$388.00</b>
	13896	9/20/2010	30583	Parks - Monitor Display Maintenance	101-103-857.00	48.00		
	13922	9/22/2010	30612	PA's Office & Treasurer	101-103-857.00	190.00		
	13981	9/7/2010	30465	Sheriff's Department - Printer issues	101-301-934.02	50.00		
	13985	8/28/2010	30186	Install Cisco VPN on Stephenson PD cc	101-301-934.02	100.00		
<b>WALTER BROTHERS INC</b>								<b>\$113.93</b>
	13951	9/20/2010	A118736	Felt Pad, Felt Blanket, Fluo Bulb	101-265-755.00	19.16		
	13952	9/8/2010	B100300	Felt Gard	101-265-755.00	17.98		
	13953	9/13/2010	A118175	Plug, Adhesive, Leather Glove, Hardwa	101-265-755.00	19.05		
	13956	9/27/2010	B101561	Battery, Circuit Breaker, Felt Gard, Key	101-265-755.00	42.75		
	13986	8/5/2010	A115263	Supplies	101-331-755.00	14.99		
<b>Wells Fargo Bank - Finance &amp; Accounting El Segund</b>								<b>\$250.00</b>
	13889	9/21/2010	7/1/10 - 9/30/10	Quarterly Interest Payment	272-692-998.00	250.00		
<b>Wennergren, Mary Jo</b>								<b>\$157.50</b>
	13877	9/17/2010		Board of Canvassers August & September 2010	101-192-705.00	150.00		
	13877	9/17/2010		Board of Canvassers August & September 2010	101-192-860.00	7.50		
<b>WEST GROUP PAYMENT CENTER</b>								<b>\$165.00</b>
	13900	9/8/2010	6083980	MI Rules of Court	269-145-982.00	165.00		
<b>WILLIAMS EXCAVATING</b>								<b>\$500.00</b>
	13895	9/15/2010	1116	Pit Run Gravel & Screened Topsoil	208-751-930.03	500.00		
<b>WISCONSIN PUBLIC SERVICE CORP - P O BOX 19003</b>								<b>\$749.01</b>
	13948	9/17/2010	0402047856-00008	Kleinke Park	208-751-920.01	650.48		
	13949	9/17/2010	0402047856-00005	Electricity	101-265-920.03	98.53		

Total Amount for Bank Account: General \$176,752.19



# MENOMINEE COUNTY BOARD OF COMMISSIONERS DISCUSSION AGENDA ITEM

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

Submitted by:     **Brian Bousley**    

    **10/07/2010**      
Date

**WORKSHOP ACTION**

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

**COUNTY BOARD ACTION**

**DATE:**

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

MENOMINEE COUNTY BUILDING PERMIT SUMMARY -- 09-01-2010 to 09-30-2010

---

12399 - Permit to construct a utility structure (1 story, 720 sq.ft.)

LOCATION

Property No. 013-206-016-00  
Legal Desc. SP-6 8/6  
Address W4670 US HWY 2

OWNER

⌘Judith Butkovich-Maiak  
⌘W4670 US HWY 2  
⌘Powers MI 49874

---

12400 - Permit to do work listed below on a one/two family dwelling (1 story, s

LOCATION

Property No. 011-001-006-00  
Legal Desc. MY-18/7 202  
Address 10680 N-1 Ln

OWNER

⌘Dale Kennedy  
⌘PO Box 126  
⌘Herrmansville MI 49847

---

12401 - Permit to construct a utility structure (1 story, 648 sq.ft.)

LOCATION

Property No. 011-118-010-00  
Legal Desc. MY-18 4/2304  
Address W7220 Highbanks Rd.

OWNER

⌘Mark Tate  
⌘N1997 Behnke School Rd.  
⌘Colmen WI 54112

---

12402 - Permit to construct a utility structure (1 story, 640 sq.ft.)

LOCATION

Property No. 041-736-010-00  
Legal Desc. DG-36 6/7 303K  
Address 183 N. Frenchtown Rd

OWNER

⌘Petar Ristic  
⌘2319 N. Arlington Heights Rd  
⌘Arlington Heights IL 60004

---

12403 - Permit to construct a utility structure (1 story, 1200 sq.ft.)

LOCATION

Property No. 010-135-027-00  
Legal Desc. MO-35 3/7 404  
Address W5320 Birch Creek Rd.

OWNER

⌘Patrick Kass  
⌘W5320 Birch Creek Rd.  
⌘Menominee MI 49858

---

12404 - Permit to demolish a one/two family dwelling (1 story, sq.ft.)

LOCATION

Property No. 010-105-009-00  
Legal Desc. MO-5 3/7 204  
Address W6797 11.5 Rd

OWNER

⌘Paul Grandaw  
⌘740 Marinette Ave.  
⌘Marinette WI 54143

---

12405 - Permit to construct a one/two family dwelling (1 story, 1234 sq.ft.)

LOCATION

Property No. 008-108-003-00  
Legal Desc. LK-8 4/8 LOT2  
Address W9081 Snakey Lake Rd

OWNER

⌘Karl Enockson  
⌘N911 Scofield Rd  
⌘Watertown WI 53098

---

12406 - Permit to construct a one/two family dwelling (1 story, 2296 sq.ft.)

LOCATION

Property No. 001-131-011-00  
Legal Desc. CV-31 5/5 403  
Address N7318 Jimtown Rd

OWNER

⌘Jim Nelson  
⌘N7318  
⌘Stephenson MI 49887

---

12407 - Permit to construct a one/two family dwelling (1 story, 864 sq.ft.)

LOCATION

Property No. 010-105-009-00  
Legal Desc. MO-5 3/7  
Address W6797 11.5 Rd

OWNER

⌘Paul Grandaw  
⌘740 Mcallister Ave.  
⌘Marinette WI 54143

---

12408 - Permit to construct a utility structure (1 story, 960 sq.ft.)

LOCATION

Property No. 010-016-006-25  
Legal Desc. MO-16 2/7  
Address N15-- CoRd 577

OWNER

⌘Curt&Rebecca Goldschmidt  
⌘N1556 CoRd 577  
⌘Menominee MI 49858

---

12409 - Permit to construct a utility structure (1 story, 2400 sq.ft.)

LOCATION

Property No. 007-004-010-00  
Legal Desc. IN-4 \$/5 GOV LOT2  
Address N7077 M-35

OWNER

⌘Lee/Darrell Wennegren  
⌘  
⌘Menominee MI 49858

---

12410 - Permit to construct a utility structure (1 story, 450 sq.ft.)

LOCATION

Property No. 043-723-001-05  
Legal Desc. SP-16 8/6  
Address N15934 High St

OWNER

⌘Jane Triest  
⌘N15934 High St  
⌘Powers MI 49874

---

12411 - Permit to construct a one/two family dwelling (1 story, 720 sq.ft.)

LOCATION

Property No. 012-114-008-00  
Legal Desc. ND-14 7/7 203  
Address N13597 N-4

OWNER

⌘Nicole Linder-laurila  
⌘N13597 N-4 Rd PO Box 52  
⌘Nadeau MI 49863

---

12412 - Permit to construct a utility structure (1 story, 624 sq.ft.)

LOCATION

Property No. 005-235-003-00  
Legal Desc. HA-35 0/5 104B  
Address N19511 North rd B-1

OWNER

⌘Edward Blahnik  
⌘N19511 North rd B-1  
⌘Bark River MI 49807

---

12413 - Permit to construct a utility structure (1 story, 2560 sq.ft.)

LOCATION

Property No. 013-230-013-00  
Legal Desc. SD-30 8/6 401  
Address N15032

OWNER

⌘Joque Piatt  
⌘N15032  
⌘Powers MI 49874

---

12414 - Permit to construct a utility structure (1 story, 576 sq.ft.)

LOCATION

Property No. 010-214-015-00  
Legal Desc. MO-14 2/8  
Address N1643 River dr.

OWNER

⌘Kenneth Cole  
⌘N1643 River Dr.  
⌘Menominee MI 49858

K. McNeely called the regular meeting of the Menominee County Library Board to order at 11:00 AM on Tuesday, August 17, 2010.

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

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

#### Public Participation:

There was no public participation at this time.

M. Erdman moved to approve the minutes from the July 20, 2010 meeting. Seconded by J. Bejgrowicz, motion carried.

C. Pfefferkorn moved to approve the July financial report. Seconded by M. Erdman, motion carried.

M. Erdman moved to approve the August bills. Seconded by C. Pfefferkorn, motion carried.

#### Director's Report

- A. The monthly circulation statistics comparisons were distributed in the board packets.
- B. The Friends of the Library held their annual book sale on August 6 and 7. It was very successful. The Friends will be meeting again on Thursday, August 19 at 10:00 AM.
- C. Pitney Bowes Postage Meter and Scale – After discussion, it was agreed that P. Cheski will investigate the possibilities of using postage stamps instead of postal meter. This should save us some funds that could be used for interlibrary loan van delivery and allow customers to independently reserve and order interlibrary books.
- D. The Park and Read program continues to be very popular. This program will run until October 1, 2010.
- E. We received a \$100 check donated in memory of Kathryn Beattie Stucker, who drove the bookmobile in the 1960s.

#### Old Business:

- A. Broadband Technology Opportunities Program (BTOP) –

Round One -- We are starting to receive some of the equipment awarded by the grant. The computers should be installed sometime in September.

Round Two – Merit Network has not received any further information.

- B. County Libraries Act 139 of 1917 MCL 397.301 – Update on Proposed Changes

Changes were discussed at the August 3 meeting. These changes will be incorporated into another draft that will be presented on September 7.

New Business:

- A. Preliminary 2010-2011 Fiscal Year Budget – The Finance Committee met on July 22, but we haven't received any further information. P. Cheski explained the library budget to Brian Bousley on July 28. Brian stated that he was still waiting for direction from the County Board on priorities. Commissioner Lang said he had just attended a Finance Committee earlier on August 17, and the budget would be discussed at the County Board meeting in Hermansville on August 24.
  
- B. Personal use of Electronic Communications Policy – Draft – After reviewing the draft policy, the board directed P. Cheski to send a copy to Dan Hass for his recommendations.

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

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

As there was no further business, M. Erdman moved to adjourn the meeting. Seconded by J. Bejgrowicz, the meeting adjourned at 11:20 AM.

**NORTHPOINTE HEALTHCARE SYSTEMS BOARD OF DIRECTORS**

**Regular Monthly Meeting**

**MINUTES**

**715 Pyle Drive, Kingsford, Michigan**

**August 19, 2010 - 4:00 p.m.**

**CALL TO ORDER/ROLL CALL:**

Karen Raether, Board Chairperson, called the meeting to order at 4:00 p.m. Mary Wendt, Board Secretary, conducted the roll call.

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

**REPRESENTING ADMINISTRATION:** K. Thekan, B. Adrian, J. Pelc, R. Lupini, M. Wendt

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

**PUBLIC COMMENTS** - No public comments

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

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

**Motion by:** 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 July 22, 2010.

**ACTION:** A motion was made to dispense with reading the minutes from the July 22, 2010 Regular Board of Directors meeting and approve as written.

**Motion by:** M. DeGrave; supported by B. Farragh. **Motion carried unanimously.**

**PRESENTATIONS:** "Finance 102"- Bill Adrian

Bill Adrian provided and reviewed a revised Fiscal Year (FY) 2009-10 budget and FY2008-09 budget. Mr. Adrian stated that when he presented finance information previously, revenues were reviewed and today expenses would be reviewed. Mr. Adrian reviewed line items that are included in the expense budget and stated that cost centers are set up that mirror program areas. Mr. Adrian stated that he does costing to figure out what is Medicaid, General Fund (GF), Adult Benefit Waiver, or MI Child by taking the service units performed in each cost center and provided examples of how this is done. Questions were addressed by Mr. Adrian.

**ISSUE:** Revised/Continuation FY2009-10 Budget

Mr. Adrian asked for Board approval for a revised FY2009-10 budget and to use this revised budget as a continuation budget into the next fiscal year.

**ACTION:** A motion was made by J. Luhtanen, supported by M. DeGrave to approve the revised FY2009-10 budget and to use this revised budget as a continuation budget into the next fiscal year.

**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	X	
DeGrave, Marylee	X		Negro, Mari		
Farragh, Elizabeth	X		Raether, Karen	X	
Hofer, Millie	X		Plumley, Robert		
Lang, Bernie	X		Spence, Christine	X	

**Motion carried unanimously.**

**FINANCE COMMITTEE REPORT – C. Spence**

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

**1. ISSUE: Vehicle Transportation Report**

Renee Lupini, Community Supports and Transportation Supervisor, provided and reviewed information on the number of vehicles that are owned by Northpointe and where each vehicle is used. Northpointe agency vehicles are used to transport consumers to programs; are used by group homes; and used by clinical, administrative, and community living supports staff. Miscellaneous questions were addressed by Ms. Lupini.

**ACTION: Information**

Ms. Lupini provided that Northpointe would like to replace two (2) Northpointe 12-passenger vans. These vans each have over 300,000 miles on them and are used in Menominee for transportation and the Elderly Day Treatment program. Request for Proposals (RFPs) were done to replace the vans and all RFPs received were reviewed. Miscellaneous questions were addressed by Ms. Lupini.

**ACTION:** A motion was made by C. Spence, supported by M. DeGrave to approve the purchase of two (2) 2010 Ford Econoline 12-passenger vans from Mobility Transportation at a cost of \$21,478.00 each.

**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	X	
DeGrave, Marylee	X		Negro, Mari		
Farragh, Elizabeth	X		Raether, Karen	X	
Hofer, Millie	X		Plumley, Robert		
Lang, Bernie	X		Spence, Christine	X	

**Motion carried unanimously.**

**2. ISSUE: Review Bills**

Bills and payroll in the amount of \$1,313,796.24 were reviewed, discussed, and recommended for Board approval.

**ACTION:** A motion was made by C. Spence, supported by M. Hofer to approve bills in the amount of \$1,313,796.24 as presented.

**ROLL CALL VOTE:**

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

**Motion carried unanimously.**

**3. ISSUE: Review Financial Statement - July 2010**

The committee reviewed July 2010 financial statement and recommended for Board approval.

**ACTION:** A motion was made by C. Spence, supported by M. Hofer to approve the July 2010 financial statement.

**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	X	
DeGrave, Marylee	X		Negro, Mari		
Farragh, Elizabeth	X		Raether, Karen	X	
Hofer, Millie	X		Plumley, Robert		
Lang, Bernie	X		Spence, Christine	X	

**Motion carried unanimously.**

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

#	Name of Contract	Purpose of Contract	Old Rate	New Rate	Change
a.	Grand Traverse Industries	Vocational Services	n/a	\$11.00/hr	n/a
This is a new agreement for vocational services.					

<b>b.</b>	Schlaud AFC	Specialized residential	n/a	\$72.11/day	
This is an addendum to the current contract for the addition of a new resident.					
<b>c.</b>	Dr. Van Holla	Psychiatric Services	90801-Intake/ Assessment - \$260 90805- Individual Session/Medication Review 20-30 minutes - \$125 90807- Individual Session/Medication Review 40-45 minutes - \$180 9086-Medication Review- \$100	New rate not received as of 8/19/10 – contract tabled.	
<b>d.</b>	The Drug Store	Pharmacy Services	1. \$300.00 per month flat fee for up to 125 consumers in the system 2. \$2.00 per person per month for each additional consumer over the 125. 3. No additional delivery charges. All deliveries will be made to Northpointe offices or group homes.	New rate not received as of 8/19/10 – contract tabled.	
<b>e.</b>	D&J Enterprises	Snow removal	\$45/episode	\$45/episode	No change
Renewal agreement for snow removal at A Street Apartments.					
<b>f.</b>	Newlin AFC	Specialized residential services	\$222.10/day	\$222.10/day	No change
This is a renewal agreement for specialized residential services for 4 consumers.					
<b>g.</b>	Great Northern Home Care	Community Living Supports Staff	\$15/hr	\$15/hr	No Change
This is a renewal agreement for Community Living Supports Staff.					
<b>h.</b>	Consumer	Self Determination Budget	\$14,960 annually	\$14,960 annually	No change
This is a self determination agreement for a consumer to hire their own staff to provide services in the home.					
<b>i.</b>	Oak Crest Assisted Living	Specialized Residential	\$85/day – short term \$68.33/day – long term	\$85/day – short term \$68.33/day – long term	No change
This is a renewal agreement for specialized residential services with Oak Crest.					
<b>j.</b>	Michigan Association of Mental Health Bds.		\$9,355	\$9,077	Inc of \$278.00
Association dues.					
<b>k.</b>	Ihander AFC	Specialized Residential	n/a	\$20/day	Inc of \$20/day
This is an addendum to the current contract for the addition of a new resident.					

**ACTION:** A motion was made by C. Spence, supported by B. Farragh to approve contracts, a ,b, e, f, g, h, i, j, k as noted above. Miscellaneous questions were addressed by Bill Adrian.

**ROLL CALL VOTE:**

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

**Motion carried unanimously.**

5. Miscellaneous

• **Longevity Pay**

Bill Adrian provided that according to Northpointe’s policies and procedures the Longevity Policy states that on an annual basis the Board will review the availability of funds to pay longevity to staff. Mr. Adrian also provided that the total longevity payout for this year would be approximately \$61,400.00 and there are sufficient funds available this year for a longevity payment to staff. Longevity pay is based on how long a staff person has worked at Northpointe; i.e., if they have worked for 5-9 years they receive \$200; worked for 10-14 years they receive \$400; worked for 15-19 year they receive \$600; and worked for 20+ years they receive \$800.00.

**ACTION:** A motion was made by C. Spence supported by M. Hofer to approve that staff receive longevity pay for this fiscal year. Miscellaneous questions were addressed by Mr. Adrian.

**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	X	
DeGrave, Marylee	X		Negro, Mari		
Farragh, Elizabeth	X		Raether, Karen	X	
Hofer, Millie	X		Plumley, Robert		
Lang, Bernie	X		Spence, Christine	X	

**Motion carried unanimously.**

• **Extension of GF Contract**

Bill Adrian stated that a letter for an extension of the GF contract was received from the State of Michigan and needs to be signed before the September 15, 2010 deadline. Mr. Adrian stated that this extension is for 31 days through the end of October 2010 and will need Board approval.

**ACTION:** A motion was made by M. Hofer, supported by C. Spence to approve that the GF contract extension be signed.

**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	X	
DeGrave, Marylee	X		Negro, Mari		
Farragh, Elizabeth	X		Raether, Karen	X	
Hofer, Millie	X		Plumley, Robert		
Lang, Bernie	X		Spence, Christine	X	

**Motion carried unanimously.**

**PERSONNEL COMMITTEE REPORT - J. Luhtanen**

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

1. **ISSUE:** Follow-Up Re: Year End Cost of Living (COLA)

Joan Luhtanen stated that for the past few years a health insurance rebate has been provided to staff and instead this year a COLA is being presented for staff. It is being suggested that 2% on a staff’s salary be the COLA payment which would be based on a staff’s wage earned the last fiscal year and they will need to be employed through September 25, 2010 to qualify for the COLA. Ms. Luhtanen stated that the COLA cost would be approximately \$150,000.00. Ms. Luhtanen stated that Ann Martin did have reservations in providing a COLA to staff as she felt that adjustments were already made to a staffs’ pay scale range and that another 2% could be

equal to a 5% raise. Ms. Luhtanen stated that from her point view she felt that if an insurance rebate was not offered at least the COLA could be offered as there are funds available to provide this to staff.

**ACTION:** A motion was made by J. Luhtanen; supported by M. DeGrave to approve that a 2% across the board one time lump sump COLA be provided to employees for the past fiscal year.

**DISCUSSION:** Ms. Martin stated that she was actually surprised that this issue was being discussed because in the July meeting minutes that were approved it was stated that future agenda items for Personnel would be adjusting pay scale ranges for hourly staff where needed and adjusting the pay scale range for staff who are at the top. Ms. Martin further stated that she is surprised that the COLA is now being recommended for all employees and thought that this would just be discussed for staff that are at the top of the scale as a way of compensating them for being at the top but this is not the case. Ms. Martin stated that the Board has approved \$350,000.00 in wage payments to employees: approximately \$61,400.00 for longevity; approximately \$140,000.00 to increase community support aide's pay scale range; and the COLA which will be approximately \$150,000.00. Ms. Martin also stated that she supported the longevity payment as this is a policy and supported the \$140,000.00 for community support aides. Ms. Martin further stated that Northpointe must be in a very enviable position to be giving out monies as stated above when there are so many companies and governmental units that are struggling to meet their budgets. Millie Hofer stated that when Medicaid money is received it is not our money but taxpayers' money so when there is an abundance of Medicaid money left over does it not have to be given back and can it really be given as an incentive to employees? Bill Adrian stated that Northpointe does not ask for the amount of Medicaid money they are given and receives the amount that is given to them by NorthCare. Bernie Lange stated that he is in favor of supporting a COLA as he believes it is legitimate compensation for services rendered. Discussion ensued and questions were addressed by Bill Adrian.

**ROLL CALL VOTE:**

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

**Motion carried: 7 ayes; 2 nays.**

**2. ISSUE: CEO Evaluation Results from Board Members**

Ms. Luhtanen stated that Karen Thekan received an excellent annual evaluation from Board members. Ms. Thekan is in the middle of a two year contract so there was no need for negotiations and her performance was just being reviewed for this year. In the last year Ms. Thekan has been focusing on Northpointe's relationship with the Department of Community Health (DCH) and the State and is participating more in Board Association meetings. Ms. Thekan will also continue to work on her two goals for the next year. Karen Raether stated that the Board is pleased in what Ms. Thekan has done for Northpointe and at the State level and Board Association her presence is appreciated there.

**ACTION:** Information

**3. Miscellaneous**

- Ann Martin asked if there are any foreseeable issues in the next year for Personnel Committee agenda items. Karen Thekan stated that there is nothing in the foreseeable future regarding salary wage scales or payouts as agenda items but health insurance rates will be an upcoming issue. Ms. Martin requested that the various monies that have been voted by the Board for staff payouts appear in the minutes, in which they have, and are stated above.

**PLANNING COMMITTEE REPORT – J. Luhtanen**

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

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

The August 3, 2010 Stakeholder Advisory Committee meeting was held at the Kingsford office and Lisa Dionne highlighted the following from the meeting: a presentation was provided by the Kingsford ACT team, the outcomes report was discussed, suggestions for improvement and grievances/complaints were reviewed.

**ACTION:** Information

**2. ISSUE: Northpointe Board By-Laws**

Joan Luhtanen stated that changes to the Northpointe By-Laws were reviewed. Millie Hofer asked who wrote the last page for the Board By-Laws: Attachment A-“A Code of Ethics for Board Members”. Karen Thekan stated that the Code of Ethics for Board members was implemented when Jim Gaynor was CEO at Northpointe

but not written by Mr. Gaynor. Ms. Thekan stated that this Code of Ethics is meant to be a guideline for Board members to make sure they are responsible and ethical. Ms. Hofer asked who reports when there is a non-ethical Board member. Ms. Thekan stated that an issue would go to the Board Chairperson and if anyone ever thinks there is a concern that an individual is acting in an inappropriate manner they should communicate this to the Board Chairperson. The Board Chairperson, then in conjunction with the CEO, would try and resolve the issue. Ms. Hofer stated that this Code of Ethics does not make sense to her and she takes it as an insult. The reason she stated that she takes this as an insult is that she has ethics and does not think that she needs to be watched ethically. Ms. Thekan stated that no one is being watched ethically and the ethics are more of a statement. Karen Raether stated that this Code of Ethics should just be considered as a guideline. Ms. Hofer stated that the Code of Ethics is under the Board By-Laws and should be separate from the By-Laws. Ms. Thekan stated that By-Laws is the document that governs the Board. Beth Farragh stated that what she is hearing from Ms. Hofer's prospective is how could she be anything else except ethical. Ms. Hofer stated that this is not the case and everyone is responsible while being on the Board and the Code of Ethics is a juvenile way of saying that if the Board member sitting next to her is talking bad about another Board member, etc. they are squealed on and this is childish to her. Discussion ensued and questions were addressed by Ms. Thekan.

**ACTION:** Northpointe By-Laws will be Board approved at the September 23, 2010 Board meeting.

3. **ISSUE:** Northpointe Board Policies

Joan Luhtanen stated that changes made to the Northpointe Board Policies were reviewed.

**ACTION:** Northpointe Board Policies will be Board approved at the September 23, 2010 Board meeting.

4. **ISSUE:** Review Annual Board Evaluation and Board Self-Evaluation Results

Joan Luhtanen stated that the 2010 Annual Board Evaluation and Board Self-Evaluation survey results were reviewed. **ACTION:** Information

5. **ISSUE:** Strategic Plan-Fiscal Years (FY) 2010-2011 & 2011-2012

Karen Thekan reviewed changes that were made to the Strategic Plan. Ms. Thekan stated that if anyone has further input into the plan to contact her. Miscellaneous questions were addressed by Ms. Thekan.

**ACTION:** The Strategic Plan will be Board approved at the September 23, 2010 Board meeting.

6. **Miscellaneous**

- Bernie Lange stated that at the September Board meeting the Board By-Laws will be voted on and asked if someone had changes to the By-Laws should they be brought to that meeting. Mr. Lange stated that he has concerns regarding the Code of Ethics in the Board By-Laws regarding declaring conflicts of interest and avoid voting on an issue. Mr. Lange stated that if someone has a true conflict of interest they need to get off the Board and cannot serve on the Board. If an individual has an appearance of a conflict of interest it must be declared and then they can cast a vote. Ms. Thekan stated that an abstain can be done and Mr. Lange stated that on a county board this cannot be done. Ms. Thekan stated that this issue will be looked into regarding conflicts of interest and a further discussion can be held regarding it being in the Code of Ethics. Discussion ensued and questions were addressed by Ms. Thekan. Consensus is that, Attachment A-"A Code of Ethics for Board Members", should become a separate document. Chris Spence stated that she feels that the code of ethics should be included in the orientation for new Board members as they need to see this example of what is expected of them to be a Board member and consensus was once again agreed upon to include it the orientation for new Board members.
- Joan Luhtanen stated that Mari Negro was unable to be at today's Board meeting and when Ms. Negro looked over the July 22, 2010 Board minutes she realized that when she asked what the policy was in the event of a accident the tone of the conversation went from what she intended it be to something different. Ms. Negro wanted the focus to remain on what the policy was in general for vehicle accidents. Ms. Luhtanen stated that Ms. Negro wanted to clarify that her intent was that she wanted to know if there was a policy in place for accidents. Ms. Luhtanen stated that there are policies in place: A Corrective Action Policy and a Vehicle Accident Policy and these were e-mailed to Ms. Negro for her information.
- Joan Luhtanen stated that she asked for information regarding occupancy in the group homes, AFC homes, etc. so future planning can be done.
- There will be no Planning Committee meeting in September.

**CHAIRPERSONS REPORT** – K. Raether

- The Great Lakes Executive Committee met on August 11 to finalize plans for the Great Lakes conference. Ms. Raether stated that Mari Negro, Marylee DeGrave, Millie Hofer, Chris Spence, Karen Thekan, and she will be attending the conference. If anyone else would like to attend the conference they will need to let Mary Wendt know by August 26.
- Ms. Raether reviewed a letter that was received from the Great Lakes Executive Committee which provide that

they will be making available to each community mental health (CMH) agency \$1,000.00 to donate to a non-profit organization of their choice. Ms. Raether stated that when this donation was previously received last year Northpointe donated \$500.00 to the Wishigan NAMI group and \$500.00 to the Menominee NAMI group. Ms. Raether asked Board members who they would like to donate the \$1,000.00 to this year. Discussion ensued and questions were addressed by Ms. Raether. Consensus is that Board members would like to think about who to donate the money to and vote on it at the September 23, 2010 Board meeting.

- Registration for the Traverse City Fall conference will need to be done in September.

### **CEO REPORT**

Ms. Thekan stated that her August 2010 CEO report was in Board packets; she provided the following updates and highlights:

#### **Federal Activity:**

- The federal government passed the Jobs Bills which the Federal Medicaid Assistance Percentages (FMAP) was a part of. The FMAP is important to the State of Michigan as it will hopefully fill the gaps in the current year's budget.

#### **Regional Activity:**

- There will be a two day "Culture of Gentleness" training for Northpointe staff at the beginning of November. Staff who deal with consumers who have the most challenging behaviors will be prioritized to take this training first.
- The U.P. Director's meeting was held. The NorthCare budget was reviewed and a continued discussion was held regarding regional efficiencies.

#### **Local Activity:**

- The quarterly county administrators/county sheriffs/Northpointe administration meeting was held on August 13. Areas that Northpointe works with to help the counties save money are: Josef Pelc offering his expertise to help with IT projects and arrangements were made with St. Mary's in Rhinelander, Wisconsin to accept involuntary admissions. By using St. Mary's for involuntary admissions this saves the sheriff department's money in terms of transportation so they can go to St. Mary's in Rhinelander when Marquette General Hospital is full instead of going to Traverse City or Alpena.
- The adult block grant was approved for a total of \$68,857.00 for year 1 and the same amount will be received for year 2. The money each year will be used as follows: \$50,000.00 for the Family Ties programs in Dickinson/ Iron Counties; \$3,500.00 for the NAMI luncheon, and \$15,357.00 for a part-time peer support specialist who will be hired and work at the Federally Qualified Health Center to begin the integration between behavioral and physical health.

**OLD BUSINESS** - No old business

**NEW BUSINESS** - No new business

**BOARD PREROGATIVE** – No Board prerogative

**PUBLIC COMMENTS** – No public comments

### **ADJOURNMENT**

Chairperson Raether stated the meeting adjourned. Meeting adjourned at 6:12 p.m.

The next regular monthly Board meeting is scheduled for September 23, 2010, in **Kingsford, Michigan beginning at 4:00 p.m.**

---

Karen Raether, Chairperson

---

Peggy Connors, Secretary

---

Mary Wendt, Board Secretary



# PINECREST MEDICAL CARE FACILITY BOARD OF TRUSTEES MEETING

Date: 08/26/2010	Time: 2:00 p.m. CST
Presiding: Gladys Elegeert, Chairperson	Place: Board Room
Recording Secretary: Lois Ball, Executive Secretary	

Board Members Present: Gerald Smith, Gladys Elegeert, Gerald McCole, Barbara Oliver, Barbara Thorne, Mary Bradley, Michael Kaufman, Margaret Bastien and Richard Mapes, Administrator

Board Members Absent: Elaine Boyne

Liaison Members Present: David Schultz, John Degenaer, Jr., Gary Eichhorn

Liaison Members Absent: Ann Martin

Leadership Team Members Present: Darlene Smith, Director of Resident Services; Dianna Seymour, Community Relations; Jessica Boucher, Assistant Administrator of Whispering Pines and Sharline Corrigan, Billing Supervisor filling in for Candace Meintz, CFO.

Guests: Marilyn Charlier, Patti King, Amy Lantagne, Laurie Britton and Pam LaFave.

TOPIC	DISCUSSION	RESPONSIBLE PERSON/ACTION
Approval of Agenda	The Agenda was approved without additions or deletions	A motion was made by Trustee Bastien, supported by Trustee Smith, to accept the August Agenda. Motion carried.
Board Action on Minutes of the July 22, 2010 meeting.	The minutes had been sent to Board Members for review prior to the meeting	A motion was made by Trustee McCole, supported by Trustee Oliver, to approve the Board Minutes. Motion carried.
Review of Financial Statements for August 2010	Sharline Corrigan reported this month in place of Candace Meintz. She reported that there were issues with the software used to compile the financial data and therefore she had two pages to bring to the Board today, the Census Page and the Statistical Data page. She noted that the CFO would mail the financials out to Board Members as soon as the software issue was fixed and the financials could be finished. Ms. Corrigan reviewed the census and statistical data with the board.	A motion was made by Trustee McCole, supported by Trustee Bastien to accept the report. Motion carried.
Board Action on Manifest of Invoices	The Manifest of Invoices had been sent to Board Members for review prior to the meeting.	A motion was made by Trustee Kaufman, supported by Trustee Smith, to approve the Manifest of Invoices and to pay the bills. Motion carr
Committee Reports	Executive Committee: Chairperson Elegeert reported that the Committee had met prior to the regular Board Meeting and had reviewed the following: Action Item #1: Approval of General Contractor for the Child Care Center. Administrator Mapes explained that The Building Committee, the Architect and several Pinecrest employees had met to open and review the sealed bids. He and the Architect, under direction of the Building	A motion was made by Trustee Kaufman, supported by Trustee Bradley, to accept the bid from J. H. Zawada for the construction of the Child Care Center. Motion carried.

	<p>Committee, had further reviewed the chosen bids to compare prices, supplies, sub-contractors, etc. and had chosen J. H. Zawada to be the General Contractor. Trustee Kaufman (Chairperson of the Building Committee) noted that the group had narrowed it down to 4 bids and that the Zawada bid does come in as the lowest bid as well as meeting specifications desired.</p>	
	<p>Action Item #2: Pinecrest Logo. A new logo was recently chosen by the staff of the facility. Community Relations Director, Dianna Seymour, displayed the new logo, to be used facility wide.</p>	<p>A motion was made by Trustee Bastien, supported by Trustee Oliver, to accept the new logo. Motion carried.</p>
	<p>Action Item #3: Independent Contractor Agreement. Administrator Mapes reviewed a contract for the Director of the new Child Care Center. A contract has been signed with Lynn Schoen Ivey, a local provider, to be the Director of our Center.</p>	<p>A motion was made by Trustee Bradley, supported by Trustee McCole, to accept the Contract between Pinecrest and Lynn Schoen Ivey as Director of the Child Care Center. Motion carried.</p>
	<p>Whispering Pines / PAC: Jessica Boucher reported on the facilities, stating that Great Northern Home Care in Escanaba and Menominee are doing wonderful.</p>	<p>A motion was made by Trustee Bastien, supported by Trustee Smith, to accept the Whispering Pines/PAC report. Motion carried.</p>
	<p>Quality Assurance: Darlene Smith, Director of Resident Services, reported on the departments and activities that had given presentations at this month's Quality Assurance Meeting. She also noted that we are preparing for State inspection, that she is working on tweaking the SilverChair Learning System computerized inservice program. She reported that NCB, part of the Green House Team, was here to inservice members of the ID Team. She noted that they work through the Robert Wood Johnson Grant.</p>	<p>A motion was made by Trustee Bastien, supported by Trustee Bradley, to accept the Quality Assurance Report. Motion carried.</p>
	<p>Safety Committee: Lois Ball reported on the Safety Committee Meeting for the month of August. She noted that there were no serious incidents for the month and reviewed the number of incidents for July versus June. She also reported on employee incidents.</p>	<p>A motion was made by Trustee McCole, supported by Trustee Smith, to accept the report on the Safety Committee Meeting. Motion carried.</p>

	<p>Report on Meetings and Conferences Attended:  Administrator Mapes reported on the meetings he had attended in August: Health Care Roundtable, MCMCFC, District 1, and the Governor's Luncheon.</p> <p>Darlene Smith reported on the inservice held by NCB regarding the Green House.</p> <p>Union Negotiations: Administrator Mapes reported that mediation has been rescheduled for October, that we will be going into arbitration on two areas, but no date has been set yet and that wage reopeners for both Union parties to be sometime in October.</p> <p>Feasibility Study: Administrator Mapes reviewed and explained the feasibility study. He noted that the Executive Committee had held a telephone conference with the consultant and were encouraged by what she had to say. He stated that he will be getting back with the consultant on the next level and we will start thinking of a financial feasibility study.</p>	<p>A motion was made by Trustee Kaufman, supported by Trustee Oliver, to accept the report of meetings attended for the month of August. Motion carried.</p>
	<p>Caring Partner Update. Dianna Seymour, Community Relations Director reviewed the logo chosen by staff, the Caring Partners meetings with Department Heads regarding Action Plans (Dianna will give the Board regular updates), and she reviewed the facility communication paper. Dianna announced that Peggy Strahl-Porath had been chosen as employee of the quarter and that press releases had gone out. She asked Lois to talk about the first "Wellness Wednesday" Salad Bar. Lois told the group that to promote wellness and healthy eating the facility had sponsored a salad bar and had set up little giveaways to go along with it. The luncheon seemed very well received and we are planning another "Wellness Wednesday" for September 15<sup>th</sup>. Dianna thanked Mr. and Mrs. Jerry Smith for attending the Staff and Family picnic this past Wednesday. She noted that it had been well received by those who had attended. The Annual Staff</p>	

	<p>Recognition will be held in October at the Island Resort and Casino. She discussed an annual calendar to be used for recognition of the different departments as well as a protocol for doing so. She stated that they are researching an electronic bulletin board for better communication throughout the building. And, the MyInnerView Survey is set to come out in mid-October. That is for staff, residents and families.</p>	
<p>Comments from Liaison Members</p>	<p>John Degenauer, Jr. from Dickinson County announced that next weekend, Thursday through Monday is the Dickinson County's 100<sup>th</sup> anniversary of the Dickinson County Fair. He invited activities to bring the residents to the Fair, free of charge.</p> <p>David Schultz from Delta County asked if our residents had attended the State Fair in Escanaba. He noted that they had over 1 million dollars in revenue. Mr. Degenauer responded that it was a really good fair, he noted that the Delta County Chamber had done a lot of work and he had a lot of respect for Delta County for taking it on. He stated it was a good UP effort. It was also noted that they had paid out approximately \$46,000 to 4H.</p> <p>Liaison Member Gary Eichhorn, from Menominee County said he wanted to express the fact he felt that the therapy department here at Pinecrest is doing a good job. He also stated that he hopes the contracts come to an agreement soon, noting that a bit of animosity grows when contracts lingers.</p>	
<p>Comments from the Public</p>	<p>Executive Secretary, Lois Ball, noted that permission to let Bread bids for the 2010 – 2011 year had been missed for the agenda. She asked if the Board would make a motion to allow her to let bids for bread consumption.</p>	<p>A motion was made by Trustee Bradley, supported by Trustee Kaufman, to let bids for bread consumption at the facility for the 2010 – 2011 year. Motion carried.</p>
<p>Adjournment</p>	<p>The meeting adjourned at 2:31 p.m. The next meeting of the Pinecrest Board of Trustees is scheduled for Thursday, September 23, 2010.</p>	<p>A motion was made by Trustee Oliver, supported by Trustee Smith, to adjourn the meeting. Motion carried.</p>

Margaret Bastien, Secretary

Margaret Bastien

Richard Mapes, Administrator

Richard Mapes

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

**BOARD MEMBERS**

**MARY BRADLEY  
MICHAEL KAUFMAN  
PEGGY BASTIEN**

**DIRECTOR**

**RUSSELL K. SEXTON**

**Date:** August 31, 2010

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

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

Others Present: None

**APPROVAL OF AGENDA:**

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

**APPROVAL OF July 27, 2010 MINUTES:**

Minutes of the July 27, 2010 Board Meeting were reviewed. A motion to accept the minutes was made by Mary Bradley and seconded by Peggy Bastien. Motion passed without opposition.

**FINANCIAL REPORT:**

The financial report for July 2010 was reviewed. There was \$150.00 in expenditures for DHS Board attendance and \$618.48 in expenditures for MCSSA District One meeting and advanced payments for the MCSSA Summer Conference; leaving a balance of \$2,445.80. There were no expenditures from the Child Care fund, leaving a balance of \$3,500.00.

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

The Board received a dues statement for MCSSA District One for \$150.00 for FY 2011. A motion to pay the dues was made by Mary Bradley and seconded by Peggy Bastien. Motion passed without opposition.

The Board received a dues statement for MCSSA Statewide for \$795.24 for FY 2011. A motion to pay the dues was made by Peggy Bastien and seconded by Mary Bradley. Motion passed without opposition.

**DIRECTOR'S REPORT:**

**Staffing Information:** Menominee County is fully staffed per the FY 2010 staffing allocation. There was a discussion pertaining to workloads for all units.

**MCSSA Information:** Various MCSSA documents were distributed. The next District One meeting will be in Marquette on October 27, 2010. Location to be announced.

There was a statewide MCSSA Conference August 23-25, 2010 in Gaylord, Michigan. Board Chair, Mike Kaufman, attended and provided the board with an update from that conference.

**Statewide Director's Meeting Information:** There was no meeting this month.

**Collaborative Issues:** No update.

**Business Plan Update:** No specific update at this time. Mr. Sexton did relate that both the services and assistance payments units are performing very well at this time.

**Miscellaneous:** Mr. Sexton provided the Board with the updated County Director Performance Management Rating form for 2010 for their information and input during the performance review period in November/December 2010.

Mr. Sexton provided the Board with registration information for the "Navigating Toward Prosperity" summit in Marquette on September 15, 2010. The summit is the kick-off event for the Region One Poverty Reduction Initiative Navigator Program.

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

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

**UNIT REPORTS:** None

**BOARD BUSINESS:**

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

**NEW BUSINESS:** There were two contracts presented for review:

DEL-11-55001: Contract is with the Menominee County Circuit Court – Family Division. Service is for a Community Treatment Worker for Juvenile Justice cases. Contract amount is \$45,626.00 per year for three years for a total of \$136,878.00.

LCA-10-21018: Contract is with the Menominee-Delta-Schoolcraft CAA & HRA. Service is the provision of emergency services related directly to deliverable fuels. There are no administrative costs attached. Contract amount is \$156,500.00.

**PUBLIC COMMENT:** None.

**NEXT MEETING:** September 28, 2010 at 9:00 a.m. in the Menominee County DHS Office Board Room.

**ADJOURNMENT:** Motion to adjourn made by Mary Bradley and supported by Peggy Bastien. Motion passed without opposition. Meeting adjourned at 9:30 a.m.



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



**Michael Kaufman**  
**Chairperson**

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

**MEETING MINUTES - CENTRAL REGION RC&D COUNCIL**  
**Gladstone City Hall - Tuesday, July 6, 2010**

**CALL TO ORDER:** The meeting was called to order at 10:07 am by Vice-Chairman Hampton Waring. Everyone introduced themselves.

**IN ATTENDANCE:** Dave Andersen – MSUE; Renee Barron – City of Gladstone; Howard Haulotte - Delta CD; Dave Schultz -Delta Co Comm; Hamp Waring-Alger CD; Jerry Doucette-Alger Co Comm; David Silvieux-Hiawatha Natl Forest; Lloyd Matthes-CUPPAD; Clyde Thoune & Carol Pfefferkorn-Menominee CD; Chuck Harris -Dickinson CD; Marilyn Shy -UP RC&D Council

**APPROVAL OF AGENDA AND MINUTES:** The agenda was approved (Andersen/Thoune). The minutes from the meeting of April 6, 2010 were approved (Thoune/Pfefferkorn) as written.

**TREASURER’S REPORT:** Treasurer Dave Andersen provided a written treasurer’s report which summarized the activity in the checking account from October 2009 through July 2, 2010. The ending balance is \$492.58. The treasurer’s report will be placed on file.

**BUSINESS ITEMS:**

**Election of Officers:** Election of Officers: Hamp Waring was nominated for Chairman (Andersen/Thoune) and elected to that position, Renee Barron was nominated for Vice-chairperson (Andersen/Haulotte) and elected to that position, and Dave Andersen was nominated for Secretary/Treasurer (Haulotte/Waring) and elected to that position.

**County Dues Update:** Dues notices were sent to all counties January 19, 2010. To date dues have been received from 13 of the 15 counties with Ontonagon and Schoolcraft dues still remaining unpaid.

**2009 Annual Report:** Marilyn Shy distributed copies of the 2009 Annual Report for the Upper Peninsula RC&D Council. They were very well received.

**REPORTS**

**Alger County and Conservation District:** Hamp Waring reported that the CD will receive a grant for \$789,000 in GLRI funding for a watershed implementation project. It will replace 3 culverts and a bridge, install 4 sediment control basins, and establish priorities using social monitoring. The Alger CD is participating in RRIP-IT-UP, and had volunteers doing some weed pulling and are scheduling more for the future. They are continuing their EAB monitoring project. They are planning to have some wildflower plugs for sale this fall, and some of the plugs are being sold at the Farmer’s Market. Some extra wildflower plugs have been donated to Munising’s downtown development authority, and to their mini-grant project. Jerry Doucette reported that things are slow in Lansing, as all are waiting for the elections. Alger County is focusing on hazardous waste. So much has been dumped over the years, the county has determined that it is time to get some brownfield grants. There is also potential for a hydroponic tomato farm in the Munising area, on an old landfill site. It could employ 25-30 people.

**Delta Conservation District:** Howard Haulotte reported that the District has been getting out the traps for EAB. This year they are one of the SLAM (Slowing Ash Mortality) sites. They have hired 10 individuals under this project, and are ahead of schedule. They are progressing well on their forestry projects with NRCS and DNRE. All of the staff in the office are very busy with field season in full

swing. This year they have special funding in the amount of \$270,000 through GLRI and NRCS in the Whitefish River watershed, which involves habitat restoration on private lands. The District is also involved in RRIP-IT-UP. They are working to recruit volunteers. The US Forest Service has discussed with them the possibility of sharing a work crew that could work on both private and public lands on invasive species control. Dave Schultz reported that it is possible to get a regional transportation center in the UP. It could include a deep water seaport, rail, etc, and could be located in south central: Menominee, Delta or Schoolcraft County.

**Dickinson Conservation District:** Chuck Harris reported that the District has installed 1600 EAB traps; most traps are either in campgrounds or near camps. The traps were set in Dickinson, Iron, Menominee, Gogebic and southern Ontonagon Counties. They have hired an intern to work with the Wild Rivers Invasive Species Coalition (WRISC). They are also working with the RRIP-IT-UP project, and held an educational workshop on June 17<sup>th</sup>. The District has a grant from WE Energies to sample water milfoil in 25 lakes in Dickinson, Iron and Florence Counties to determine its genetic makeup and get a better idea on the extent of hybridization. They recently judged the photos that were submitted in their annual photo contest; once again the winning photos will be featured in a calendar due out in August. They are planning to have another fall tree sale this year as they did last year.

**Marquette County:** Hamp Waring reported that they are working on their fall tree sale, will have more advertising this year. They are working on a weed ordinance with Marquette Township. One idea that may be included is that certain species of weeds would have to be eradicated on a parcel of land before it could be developed. The District is participating in the RRIP-IT-UP program. They have been working on the Trestle Park Corridor, a native plant demonstration site along an old railroad grade, and also a bike path in the city of Marquette. The District partnered with the Alger CD to submit a grant proposal under Michigan's statewide CIG (Conservation Innovation Grant) program for forestry assistance to non-industrial private forest landowners. Cliffs Natural Resources took out a full page ad in The Mining Journal, and mentioned the Conservation District as the source of all of the trees purchased by the company in doing their reclamation work.

**Menominee County/CD:** Carol Pfefferkorn reported that they are planning a fall tree sale. Although they wrote a letter of support for RRIP-IT-UP, they do not currently have the staff to take on the program. Dickinson County may be able to provide some assistance in this effort.

**Schoolcraft County/CD:** Dave Andersen reported that since they lost all of their state funding, there has been very little activity. Their millage generates about \$11,000 per year. They did hold a spring tree sale, but may not have any activities until the next one. Dave talked to Marilyn Lindberg, one of the district board members, about RRIP-IT-UP, who seemed interested in the project.

**MSUE:** Dave Andersen reported on the restructuring of MSUE, which was implemented on July 1<sup>st</sup>. The plan eliminated the positions of regional directors and CEDs (but not the people). Four program institutes have been created. Of the 13 new districts in the state, 2 are in the UP—east and west. Mike Erdman is the western district coordinator, and Jim Lucas is the eastern district coordinator. The remaining staff are now all educators. Dave's main responsibilities are in 3 areas: forestry, land use, and planning and zoning. From the client's viewpoint, there will be no change, or maybe even an improvement in services. Dave is working with the City of Manistique, Schoolcraft County, and other partners on a second and more comprehensive feasibility study for a district heating plant. He helped the partners to write a proposal which was submitted to DELEG in October, but was not funded. In April, they were asked to resubmit the proposal. Shortly afterward they were notified that they would

be receiving a \$65,000 grant. There are now 17 stakeholders, and Manistique Papers may possibly be interested as well, if it is determined that CHP (combined heat and power) is the best way to go. Since Cloverland Electric has purchased Edison Sault, there may be a possibility for a CHP plant, with electric power being sold back to Cloverland. Edison Sault had been contacted, but was not interested. Presently, all of the stakeholders will be meeting to draft an RFP which will go out to engineering firms potentially interested in performing the feasibility study. In the first study, there was an 8-yr. or 24-yr. payback, depending upon the location. Part of the project will be creating a District Energy Authority.

Marilyn Shy passed along a few items from Bill Cook, MSUE Forester: 1) MSUE & DNRE has sponsored several "Family Forest Succession" programs, focused on having current forest owners planning on how they will pass their forest land on to the next generation. 2) Bill would like to know if any member groups would be interested in hosting a program about cellulosic ethanol, especially in relation to the planned Frontier Renewable Resources facility in Kinross Twp.

**USFS:** Dave Silviesu from the Hiawatha National Forest informed the group that the USFS has standards and guidelines on the removal of tops for woody biomass based on soil type. Poorer soils, like sands, require that more biomass is left on the site. The USFS is struggling with budget reductions. They are reducing their workforce down to 110 by 2012, after having 140 employees on in 2006. They have lost 12 employees thus far, due to transfers and retirements, thus, they have 18 positions to go in the next two years. Even though the staff is being downsized, the work still remains to be done. They are trying to fill the gaps by hiring contractors and temporary employees. This summer they are hiring between 25-30 summer employees, both high school and college students. For their YCC crew, they had 55 applicants for 6 jobs. The USFS has a program for youth working with Delta County YMCA, which serve about 50 young people, ages 6-10 years. Each Thursday is a different theme, from archaeology to zoology. There was a great turnout for Kids' Fishing Day, with over 300 youth signed up. Their timber sales program is still successful, even with all of the restrictions on federal sales. Dave has submitted nominations for 15 positions for the Secure Rural Schools Program Advisory Committee. Under this program, counties opt to receive 25% in lieu of taxes to fund forest service projects in their counties. Both Delta and Chippewa Counties opted to receive these funds (average \$30,000 -\$40,000 per year) which will be used for restoration projects. Hiawatha NF has an American Beech Salvage project. There are 25,000 acres of beech on the forest and most will probably get beech scale; there is no way to stop it. They have between 2-4 years to conduct management activities such as thinning, regeneration harvest, etc. The Hiawatha NF is working through an environmental analysis of relocating part of their snowmobile trail system. Since winters are not as cold as they once were, in forested wetlands, there is a lot of breaking through with the groomers, causing damage.

**CUPPAD:** Lloyd Matthes reported that they are getting a lot of unfunded mandates from Lansing. He is working on a Sustainable Communities pre-application. He is also working on a project for Camp Manistique. He would like to create a lab that would research products and predators to use as controls for invasive species. The building is laid out so that there could be a flora wing, a fauna wing and a marketing wing. It has a good location being one mile from Lake Michigan and 38 miles from Lake Superior, thus being in a good position to work with aquatic species. The project would create jobs.

**Coordinator's Report:** Marilyn reported that the RRIP-IT-UP project has been a priority since they received word that we will be receiving the grant from the NFWF. In May, 3 workshops were held on invasive plant identification, prioritization, and how to use MISIN, which is a database to map invasive plant locations in Michigan. The workshops were very well attended. They were held in the east, west

and central, with one in Brimley, one in Marquette, and one in the Keweenaw. In addition, a training session was held for all Conservation Districts to discuss details about recruiting volunteers and forming Rapid Response Teams, who will scout for invasive plants and report back to the District staff. Marilyn and Darcy will be meeting with each of the tribes to discuss their priorities for inventory, invasive plant control, and training needs. Marilyn passed out a RRIP-IT-UP flyer which explains the program and provides contact information for all of the Districts.

### **New Projects:**

**Mining Meetings:** Carol Pfefferkorn explained that the Menominee Conservation District would like to sponsor a two-way, unbiased discussion related to mining issues in Menominee and Marquette Counties. This would involve planning 3 facilitated meetings held in key counties (Menominee, Marquette, Delta, possibly Dickinson) throughout the fall of 2010. By taking a neutral position on the mining issues in the area they are hoping to get people talking about it more freely, maybe a meeting with lots of partners to start a dialogue between opposing sides. They would like to make the information science-based and centrally located. This project was tabled (Andersen/Matthes). The sponsor (Menominee Conservation District) was asked to first get all of the Districts in the Central UP to approve before the project would be ready to move forward.

### **Project Updates:**

Howard Haulotte reported on the Gladstone Marsh Project. They are working to control the buckthorn, and trying to get an extension on their grant. Their plans are to have another herbicide application this fall, and then plant native species in the spring.

**Other:** It was suggested by Dave Andersen that the Central UP RC&D Council contribute \$50 to the City of Gladstone to offset costs of the snacks provided at each meeting by the city. Motion by Matthes, second by Pfefferkorn; motion passed.

**Next Meeting: The meeting was adjourned at 12:15 pm and the next meeting is scheduled for Tuesday, October 5, 2010 at 10 am at the Gladstone City Hall.**

# Upper Peninsula Resource Conservation & Development Council

## PROJECT APPLICATION

*Please Note: All new project applications must be received at the UP RC&D Council office a minimum of two weeks prior to the regional meeting at which they are being considered for approval. A schedule of the regional meetings is available on our website at [www.uprcd.org](http://www.uprcd.org).*

### 1) General Information

Proposal Name: **Dickinson/Iron Conservation District NIPF Landowner Assistance Program**

List County or Counties in which the project is located: **Dickinson and Iron**

Sponsoring Organization: **Dickinson Conservation District**

Primary Contact Person: **Ann Hruska**

Address: **102 N. Hooper St., Kingsford, MI 49802**

Phone: **906-774-8441**

Fax: **906-774-0177**

Email Address: **[ann.hruska@mi.nacdnet.net](mailto:ann.hruska@mi.nacdnet.net)**

**2) Project Description** – In less than 500 words, describe your project, indicating key potential partners, timeline and geographic scope.

The purpose of this project is to provide a process whereby the Dickinson Conservation District and USDA Natural Resources Conservation Service (NRCS) will deliver a program of technical assistance to non industrial private forest land (NIPF) owners in the south-central Upper Peninsula. This will help them manage their forests in a sustainable manner, which will benefit all natural resources as well as the local economy. A resource professional will be hired and stationed at the USDA Service Center in Kingsford and will be employed by the Dickinson Conservation District. This resource professional will have a broad background in forestry, wildlife habitat, and government assistance programs.

The project will focus on private lands in Dickinson and Iron counties addressing the key forest resource concerns identified by the cooperating partners DCD, ICD, DNRE, NRCS and Verso Paper. Each landowner will be provided with a site assessment that will include a document that explains wildlife habitat needs, appropriate silvicultural treatments, timber cutting methods, habitat management techniques, applicable NRCS practice standards and best management practices on forestlands. The plan will focus on the landowner's goals and objectives and areas of emphasis identified by the cooperating partners. Direct assistance to landowners will occupy approximately 75% of the resource professional's time. The remaining 25% of his/her time will be spent identifying the various assistance programs and resources available to landowners and organizing the information so professionals in other agencies have a better understanding of how to assist landowners in their work areas. Currently there are a myriad of government programs and initiatives to enhance stewardship of privately owned lands, but no central organization of the information. A committee comprised of representatives from each contributing partner will be formed to provide direction and general oversight to the program.

3) Provide a brief justification describing how the project will impact your community:

The goal of the pilot program is to prepare plans for and facilitate the management of 7,500 acres of private land over the next 2 years. The resource professional will educate landowners in responsible forest and habitat management and make landowners aware of other natural resource experts who can be of assistance. The resource professional will also assist the NRCS, DCD, and ICD in implementing natural resource conservation programs and projects that meet the goals and objectives of the landowner and the priorities of the various programs. Most importantly, the resource professional will maintain contact with landowners to help them overcome obstacles that would otherwise hinder implementation of the recommended management actions. This will provide additional wildlife habitat on many of the acres managed, as well as additional opportunities for enhanced economic activities throughout both counties.

4) What do you feel the role of the UP RC&D should be in this effort?

We are requesting assistance in finding funding, as well as assistance in implementation, through activities of the RC&D Coordinator. This may include facilitation of the Steering Committee, or participating as a member of the Steering Committee, or serving as a liaison to the NRCS Area office, etc.

5) What can you or your organization do to help ensure the success and sustainability of this project?

We will continue to work with Verso Paper, and the DNRE Wildlife Division, to provide the matching funding needed to make this program successful.

6) Please give us an estimate of the total financial resources, in dollars, that you will need to complete the project. If possible, attach a budget indicating line items for personnel, supplies, etc.

<b>Funds to be applied as follows:</b>	FY- 2011	FY - 2012
SALARY		
Forester Position (NRCS funds)	\$ 60,000.00	
Forester Position (DCD funds)		\$ 60,000.00
Outreach (DCD Funds)	\$ 5,000.00	\$ 5,000.00
<b>Salary Sub-total</b>	<b>\$ 65,000.00</b>	<b>\$ 65,000.00</b>
TRAVEL		
MISCELLANEOUS SERVICE	\$ 2,000.00	\$ (cont'd)

		2,000.00
SUPPLIES AND MATERIALS		
EQUIPMENT	\$ 7,000.00	\$ 7,000.00
Budget Sub-total	\$ 9,000.00	\$ 9,000.00
GRAND TOTAL	\$ 74,000.00	\$ 74,000.00

7) Please feel free to attach additional documentation, photos, or letters of support, to help our group better understand this request.

Applicant Signature: Marcus E. Johnson

Applicant Title: CHAIRMAN Date: 8-17-10

Please email completed application to: [darcy.rutkowski@rcdnet.net](mailto:darcy.rutkowski@rcdnet.net)

Also send your signed copy to:

Upper Peninsula RC&D Council  
780 Commerce Drive, Suite C  
Marquette, MI 49855

For office use :

Regional Council

Executive Board

Date Adopted \_\_\_\_\_

Date Adopted \_\_\_\_\_

Signed By: \_\_\_\_\_

Signed By: \_\_\_\_\_

Title: \_\_\_\_\_

Title: \_\_\_\_\_

# Upper Peninsula Resource Conservation & Development Council PROJECT APPLICATION

*Please Note: All new project applications must be received at the UP RC&D Council office a minimum of two weeks prior to the regional meeting at which they are being considered for approval. A schedule of the regional meetings is available on our website at [www.uprcd.org](http://www.uprcd.org).*

## 1) General Information

Proposal Name: Sturgeon River Analysis and Bank Stabilization Plan  
List County or Counties in which the project is located: Delta County  
Sponsoring Organization: US Forest Service, Hiawatha NF and Delta County Road Commission  
Primary Contact Person: David Silvieux, Hiawatha NF, Rapid River Ranger District  
Address: 8181 US Highway 2, Rapid River, MI 49878  
Phone: (906) 474-6442  
Fax: (906) 474-9122  
Email Address: [dsilvieux@fs.fed.us](mailto:dsilvieux@fs.fed.us)

**2) Project Description** – In less than 500 words, describe your project, indicating key potential partners, timeline and geographic scope.

Bank erosion on the Sturgeon River is encroaching on and is within 10 feet of undermining Delta County Road 497, on the Hiawatha NF section 6, T40N, R18 W, about 3 miles NW of Nahma, Michigan (see attached map and photo). CR 497 was recently paved and a new bridge constructed to provide access and emergency services to the town of Nahma. The Sturgeon River is a Wild and Scenic River under the Wild and Scenic Rivers Act (WSR). Under the Act, the Sturgeon River provides outstandingly remarkable values (ORVs) for wildlife, heritage, ecological/botanical, and hydrological resources. Any stream bank erosion stabilization work or river channel modifications must consider the use of bio-engineering techniques to protect these resources, the free flowing condition, and the wild and scenic nature of the river corridor. (Hiawatha Forest Plan, 2006).

The Project would include survey and design work, including river dynamics and flood plain analysis to develop plans for stabilizing CR 497. These plans would include a range of alternatives for relieving stress exerted on 400 feet of the meander bend where it is threatening the stability of CR 497. These alternatives should be supported by appropriate analysis of fluvial dynamics. Alternatives may include bioengineering stabilization of the bank, or the creation of a new channel. All alternatives must protect scenery and the outstandingly remarkable values of the WSR.

Partners in this project include the Natural Resources Conservation Service (NRCS) Delta County Road Commission (DCRC) Delta County Conservation District, and Nahma Township. Other partners will be the MDNRE, and the US Army Corps of Engineers (USACE). A joint meeting with Delta County Conservation District, DCRC, Hiawatha NF, MDNRE, and ACOE was conducted on the site in May 2010 to discuss options.

The timeline includes the need to complete this work before a flood event damages the road. If possible, the work should be completed during the fall of 2011 during the low flow period of the river. It would be optimal to have the plans and a proposed action in place by spring of 2011. This would provide time for permits with MDNRE, ACOE, and compliance with National Environmental Policy Act (NEPA), and the section 7 analysis of the WSR act.

This project will address two goals and two objectives that are in the Central UP RCD 2010 program of work:

**Goal B:** Assist two sponsors yearly in their efforts to protect and/or improve fish and wildlife habitat

**Objective B1:** Protect or improve at least four stream sites and at least 200 acres of wildlife habitat by 2012

**Goal M:** Reduce erosion and sedimentation by installing erosion control systems on 300 acres of land by 2012.

**Objective M1:** Install at least five conservation systems to protect the land bases in the U.P. by 2012.

**3) Provide a brief justification describing how the project will impact your community:**

CR 497 provides access to the community of Nahma and recreation sites along the Sturgeon River and the Lake Michigan shore. Fire and emergency medical services for this part of Nahma Township are located at Nahma Junction near the intersection of CR 497 and US 2, so CR 497 is the fastest and most direct route to Nahma and southern Nahma Township. The sudden loss of the road surface would be a dangerous safety concern for motorists and would require an estimated \$350,000 to \$400,000 to relocate the road after it was repaved less than 2 years ago.

**4) What do you feel the role of the UP RC&D should be in this effort?**

UP RC & D could support this project and the NRCS in providing the skills necessary to evaluate alternatives and complete the survey, design, and plans needed to reach a solution that will protect the county infrastructure and the WSR values of the Sturgeon River. The UP RC & D could also provide additional partners for collaboration and experience with similar projects.

**5) What can you or your organization do to help ensure the success and sustainability of this project?**

The USFS and DCRC will work closely with NRCS and any other agency or firm to provide guidance and oversight for compliance with laws, policies and regulations. The USFS and DCRC will provide technical review of all plans. The USFS and DCRC will complete applications for all required permits. The USFS will complete the public scoping, analysis and documentation for compliance with NEPA and section 7 of the WSR Act. The USFS and DCRC will provide technical oversight of the implementation of the selected course of action. Funding for the implementation of this project is expected to come from many sources.

**6) Please give us an estimate of the total financial resources, in dollars, that you will need to complete the project. If possible, attach a budget indicating line items for personnel, supplies, etc.**

The estimated cost for the flood plain and river dynamics analysis, survey, design, and plans for bio-engineering bank stabilization are \$40,000. This is an estimate based on past experience with similar projects. The implementation of this project is anticipated to cost \$150,000 to \$200,000, although firm estimates are not available at this time and will depend on the alternative selected during the design and analysis phase.

**7) Please feel free to attach additional documentation, photos, or letters of support, to help our group better understand this request.**

See attached map and photos.

Applicant Signature: David J. Silvius David J. Silvius  
Applicant Title: District Ranger, Rapid River /Manistique Ranger District,  
Hiawatha National Forest Date: 8/4/10

Applicant Signature: Rob Van Effen Rob Van Effen  
Applicant Title: Managing Director, Delta County Road Commission  
Date: 8/5/10

Please email completed application to: [darcy.rutkowski@rcdnet.net](mailto:darcy.rutkowski@rcdnet.net)

Also send your signed copy to:

Upper Peninsula RC&D Council  
780 Commerce Drive, Suite C  
Marquette, MI 49855

---

For office use :

Regional Council

Executive Board

Date Adopted \_\_\_\_\_

Date Adopted \_\_\_\_\_

Signed By: \_\_\_\_\_

Signed By: \_\_\_\_\_

Title: \_\_\_\_\_

Title: \_\_\_\_\_