

"Menominee – Where the best of Michigan begins"

MENOMINEE COUNTY BOARD OF COMMISSIONERS

Menominee County Courthouse
839 10th Avenue
Menominee, Michigan 49858

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

The Menominee County Board of Commissioners
will meet on **Tuesday ~ May 27, 2014 @ 6:00 p.m. CDT**
At the Menominee County Courthouse – Courtroom B

AGENDA

- A. Call to Order
- B. Pledge of Allegiance
- C. Roll Call
- D. Approval of the Agenda
- E. Approval of Previous Minutes
 - May 13, 2014 – County Board Meeting
- F. Public Comment (*Statements, not debate, limited to 5 minutes per person on agenda items only*)
- G. Presentations (*limited to twenty minutes*)
 - Paul Putnam ~ MSU Extension, District 1 Coordinator
- H. Department Head/Elected Officials Reports (*limited to ten minutes*)
- I. Action Items
 - 1. Moved by _____ seconded by _____ to approve purchasing a full page advertisement in the Menominee/Marinette Regional Guide to promote our County Parks. Cost for the full page advertisement is \$1,750 to be disbursed from account #101-103-755.00 (Other Legislative – Other Operating)
 - 2. Moved by _____ seconded by _____ to approve miscellaneous bills as paid on April 24 & 25 and May 8, 2014 in the combined amount of \$226,138.87.
 - 3. Moved by _____ seconded by _____ to place miscellaneous boards/committees/commission reports on file in the office of the County Clerk.
- J. New Business (discussion only)
 - 1. Personnel Items:
 - a. Fair Manager Agreement
 - 2. Building and Grounds/Park Items:
 - a. Resolution 2014-12 ~ Acceptance of Terms of DNR Grant for Stoney Point Boat Launch Improvements.

Bernie Lang Charlie Meintz - Chairperson Larry Schei - Vice Chairperson James Furlong
Doug Krienke John Nelson Chris Plutchak Gerald Piche Jan Hafeman

3. **Miscellaneous Items:**
 - a. Resolution 2014-11 ~ Wireless Service
 - b. Airport Commission, Menominee County Rep. Vacancy

4. **Finance Items**
 - a. Commissioner Per Diems and Expenses
 - b. Miscellaneous bills as paid on May 22, 2014 in the amount of \$70,108.88

- K. **Misc. Boards/Committees/Commissions Reports**
- L. **Public Comment (*limited to 5 minutes*)**
- M. **Commissioner Comment**
- N. **Adjourn**

May 13, 2014

UNAPPROVED

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

Chairman Meintz 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. Furlong, Hafeman, Lang, Meintz, Nelson, Piche, and Schei.

Absent: Com. Krienke and Plutchak (excused)

Chairman Meintz stated that the agenda would need to be amended to add letter A under New Business – Building and Grounds/Parks Items. It will be a discussion regarding paving the area around the new bathhouse at Shakey Lakes Park. Also add letter A under New Business - Miscellaneous Items. It will be a discussion regarding the changes to the 2014 Equalization Report.

Moved by Com. Hafeman, seconded by Com. Meintz to amend the agenda with the previously mentioned amendments. Motion was approved 7-0.

Moved by Com. Nelson, seconded by Com. Hafeman to approve the agenda as amended. Motion was approved 7-0.

Moved by Com. Hafeman, seconded by Com. Nelson to approve the minutes from the April 22, 2014 Regular County Board Meeting. Motion was approved 7-0.

Public Comment: None.

Presentations:

- Cindy Boyle, Boyle Design Group – M&M Regional Guide.

Department Head/Elected Officials Reports:

- County Clerk/Register of Deeds, Marc Kleiman informed the board that Annette Filibeck has moved from the Equalization Department to the Register of Deeds office to fill the position that was increased from part-time to full-time at the County Board meeting in April. Annette started in the ROD office on Monday, May 12th.

Moved by Com. Nelson, seconded by Com. Hafeman to approve Resolution 2014-05 ~ Authorizing updates to Bay Area Medical Center Articles of Incorporation. Motion was approved 7-0. (Attachment A)

Moved by Com. Nelson, seconded by Com. Hafeman to approve the Law Enforcement Agreement between the City of Stephenson, Menominee County, and the Menominee County Sheriff Department, to provide Law Enforcement services to the City of Stephenson. Contract is for a one year period 7/1/2014 to 6/30/2015 and total payment for the year service is \$25,000 (\$6,250 quarterly). Motion was approved 7-0.

Moved by Com. Nelson, seconded by Com. Schei to approve creating an account for "Electrical surge-back up equipment upgrade Project" Acct.# 101.103.998.03 and transferring \$10,000 from the Designated Building Funds to this account for the project. Any unspent money will be kept in the Designated Building Funds account (101.103.998.00). Motion was approved 7-0.

Moved by Com. Hafeman, seconded by Com. Nelson to approve FY 2013/14 Budget Amendment #3 (items 14 & 15). If there are any remaining funds in these accts. at year end, they will return to the designated building fund.

#14 – Merit Fiber Project - \$5,000 (increase) from designated bldg. fund

#15 – Courthouse Security - \$8,000 (increase) from designated bldg. fund

Motion was approved 7-0.

Moved by Com. Nelson, seconded by Com. Meintz to approve miscellaneous bills as paid on April 10, 2014 in the combined amount of \$92,778.16. Motion was approved 7-0.

Moved by Com. Hafeman, seconded by Com. Nelson to place miscellaneous boards/committees/commission reports on file in the office of the County Clerk. Motion was approved 9-0.

New Business (discussion only)

Personnel Items: None.

Building and Grounds/Parks Items:

- a. Paving of the area in front of the Shakey Lakes Bathhouse. – Brian explained that he did receive a letter that he shared with the Parks Committee from someone who has been camping at Shakey Lakes for 20 years. That person is a veteran and in a wheelchair. He said there is no way for him to access the new bathhouse with the way it is currently set up. Brian did go out and acquire a bid for blacktopping the area in front on the bathhouse. He does not want to release that amount though just in case the board would like to put this out for bids. He has shared this bid with a few of the commissioners and the Parks Committee. Brian would like to move forward with this. The Parks Committee said they also would like to move forward. Brian also stated that we already have the money set aside for this. Brian would like to forego the traditional bid process and accept this bid under professional services. Com. Nelson asked questions about just putting in a sidewalk for now. He does not feel comfortable just going with this bid not knowing how much money it is for. Brian stated if we go out for bids it is going to take longer to get this project done and he would like to do it now before the camping season gets into full swing. Com. Meintz commented that if we were to go out for bids there are only a few blacktop contractors in the area that could even give us a bid. Com. Schei commented that he looked at this issue last year with a contractor. We need to do this right and not just do a band-aid approach. He also stated that we were suppose to put crushed limestone last year to prepare for this. He could see maybe putting a sidewalk in as an interim step. Com. Furlong asked if we have done business with this contractor before. Brian stated yes. Com. Furlong also commented on how much we have spent on this building already and it would not be doing it any justice to not finish the project right. He says he is going to put his faith in Brian on this one. If this is the way Brian feels we should go, then he is in favor of doing it. Com. Meintz agrees that we should go this route. The consensus of the board is to move this forward to the next meeting as an action item with all of the necessary information.

Miscellaneous Items:

- a. Equalization Report Adjustment. – Equalization Director Peggy Schroud informed the board that it was discovered late last week that a Special Act value of \$401,300 was inadvertently included in the total assessed value in Mellen Township. She has been in contact with the State Tax Commission who directed her to resubmit the revised Equalization Report for approval to the County Board. It is fortunate that this was discovered before final State Equalization so that our numbers can be as accurate as possible. Final State Equalization will take place on May 27, 2014. The revised report must be approved before then. Since the next Menominee County Board meeting isn't scheduled until May 27, 2014 we will need to hold a Special Meeting before the 27th to approve the report. The consensus of the board is to move this item forward to a Special Meeting.

Finance Items:

- a. Regional Guide Advertisement – Promote County Parks. – Brian explained that historically we have been putting an advertisement into the Menominee/Marinette Regional Guide to promote our County Parks. Commissioners are to decide whether they would like to place another ad this year. Cost for the full page ad (as previously purchased) is \$1,750. The commissioners discussed the benefits of advertising in the Regional Guide. Com. Nelson and Hafeman were a little upset that after asking to have Veteran's Park in a Spalding Township and a few other items added last year, that they were not added. Brian stated that any changes we would like to see added can be added. We will just need to work closely the Cindy Boyle to make sure that it happens. The consensus of the board is to move this item forward to the next meeting for approval.
- b. Commissioner Per Diems and expenses – The consensus of the board is to move this item forward to the next meeting for approval.
- c. Miscellaneous bills as paid on April 24 & 25 and May 8, 2014 in the combined amount of \$226,138.87 – Com. Hafeman asked about a bill on page 72 paid to Attorney Stoker and also regarding payments for Veteran burials. Brian explained he had contacted Attorney Stoker for a legal opinion. Also, he stated that we pay \$300 toward the burials. Com. Schei asked Brian about the AT&T bill. Brian stated that AT&T has not returned any of his calls. Time Warner will be coming in to meet with him. The consensus of the board is to move this item forward to the next meeting for approval.

Misc. Boards/Committees/Commissions Reports:

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

Chairman Meintz called for public comment

Public Comment:

- Dale Axtell – Asked if the speakers in the courtroom were working because he couldn't hear anything.

Commissioner Comment:

- Com. Meintz – Commented that he just wants it to quit raining.

Moved by Com. Nelson, seconded by Com. Hafeman to adjourn at 6:43 p.m. Motion was approved 7-0.

Charlie Meintz, Chairman

Marc Kleiman, County Clerk

MENOMINEE COUNTY BOARD OF COMMISSIONERS AGENDA ITEM

SUBJECT:	Regional Guide Advertisement – Promote County Parks
DEPARTMENT:	Administration
ATTACHMENTS:	Yes
SUMMARY:	
<p>Historically we have been putting an advertisement into the Menominee/Marinette Regional Guide to promote our County Parks. Commissioners are to decide whether they would like to place another ad this year. Cost for the full page ad (as previously purchased) is \$1,750. Cindy Boyle will be here for a presentation to the board.</p>	
RECOMMENDED MOTION	
<p>To approve purchasing a full page advertisement in the Menominee/Marinette Regional Guide to promote our County Parks. Cost for the full page advertisement is \$1,750 to be disbursed from account #101-103-755.00 (Other Legislative – Other Operating)</p>	

Submitted by: **Brian Bousley**

 05/22/2014
Date

WORKSHOP ACTION

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

COUNTY BOARD ACTION

DATE:

	Approved
	Disapproved
	Approved with the following change(s):

150
ANNIVERSARY

Menominee County

play here

Menominee County offers 675,840 acres of outdoor activities and breathtaking beauty. All of this pristine acreage offers the outdoors and hunting enthusiast endless opportunities. State land, for the individual sportsman, and private land (made available for rent), increase the likelihood of a successful hunt. Whether it be bow, rifle or muzzle loading, hunters enjoy a variety of seasons from turkey and bear to the ever bountiful deer season.

With the Menominee River on the west and Lake Michigan's Green Bay on the east, Menominee County is almost a peninsula. Over 125 miles of shore border its southern boundary. The Bay of Green Bay provides excellent yachting as well as fresh water and ice fishing.

Specially groomed trails and dormant logging roads allow snowmobile access to the county's vast wilderness outback. With restaurants and lodging in the Powers/Spalding areas, this provides an excellent hub for snowmobile enthusiasts burning with the desire to ride the open trails as far north as Copper Harbor.

Cross country skiing, ATV trails and extensive camping are just a few more featured activities. With skiing at Cedar River Pathway and ATV paths at Forest Island Trail, visitors and residents capitalize on the opportunity for relaxation and enjoyment. Camping and recreation are abundant in our wonderful State and County Parks. Incredible rapids and waterfall sites are not to be missed when touring the area.

work here

Menominee County is not only a remarkable place to play but a wonderful place to raise a family and work. Career opportunities range from engineering and medical to legal and technology professions. Employment opportunities are growing while business building opportunities greatly benefit from the support of such critical components as our full instrumented all weather landing systems, interstate highways, deep water ports and rail. Menominee County continually strives to provide economic incentives for new and growing businesses of all sizes, please contact our county administration office for additional information.

www.menomineecounty.com

Rich and inviting are both the spirit and opportunities of Menominee County. Ever striving to provide excellence in economic growth and development while maintaining our exceptional northwoods experience. Activities abound in this haven of wildlife and wonder, come experience all that Menominee County has to offer you.



Reservation

SIGN UP TODAY

- Please **X** ad size (dimensions listed to the right):
- Inside Front Cover \$2,500.
 - Back Page 2,500.
 - Inside Back Cover 2,000
 - Full Page 1,750
 - 1/2 Page 900.
 - 1/4 Page 550.
 - 1/8 Page 300.

Your ad will also be displayed in the new online e-book with a live link to your website!

Business _____

Contact _____

Address _____

Phone (____) _____

Fax (____) _____

e-mail _____

Signature _____ Date _____

Please check one:

- I will be using the same ad from last year's Regional Guide.
- I will be using the ad from last year's Regional Guide, with the revisions noted (Please make revisions on separate sheet and return with this reservation form.)
- I will provide my ad electronically via email as a high resolution PDF (300 dpi).
- I require assistance in developing an ad.

E-mail files to:
art@boyledesigngroup.net

Printed Book

DIMENSIONS

- Full Page ^{w x h} 7.5" x 9.5"
- 1/2 Horizontal 7.5" x 4.5"
- 1/2 Vertical 3.5" x 9.5"
- 1/4 3.5" x 4.5"
- 1/8 3.5" x 2.25"
- Back Cover 8" x 7.5"



NOW INCLUDES A FREE NEW

Online E-Book

mmregionalguide.com

View the Marinette-Menominee Regional Guide online!



When your website is listed on your ad anyone viewing the Regional Guide via the e-book will be taken directly to your site with one click!



Production

SERVICES

Included FREE with your participation is the professional design of your full color ad. We will be happy to use your ad from a previous issue of the Regional Guide or your ad can be created from advertisements you have in other publications, a business card, or from scratch.

You will receive a PDF proof of your ad through e-mail to confirm text layout or you can request a hard copy to pick up.

All artwork remains the property of Boyle Design Group.

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715.735.3130

Fax reservation form to:
715.735.3120

We thank you for your support!

MENOMINEE COUNTY BOARD OF COMMISSIONERS AGENDA ITEM

SUBJECT:	Commissioner Per Diems and Expenses
DEPARTMENT:	Administration
ATTACHMENTS:	Yes
SUMMARY:	
Board to review Commissioner Per diems and expenses as recently submitted for payment.	
RECOMMENDED MOTION	
To approve commissioner per diems and expenses as paid.	

Submitted by: **Brian Bousley**

 05/22/2014
Date

WORKSHOP ACTION

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

COUNTY BOARD ACTION

DATE:

	Approved
	Disapproved
	Approved with the following change(s):

Commissioner Meeting Fee Expense Form

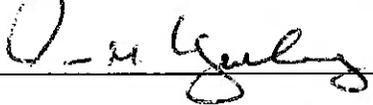
RECEIVED
4/22/14
Menominee County Administrator

Name of Commissioner James Furlong

\$50.00 per meeting - Reg. or Special County Board meeting (and assigned committee meetings)
\$75.00 MAC or UPACC Conference

Date	Meeting Description & Duration	Meeting Expense
4-8-14	County Board	50. ⁰⁰
4-15-14	Library Board	50. ⁰⁰
4-17-14	Personnel Committee	50. ⁰⁰
4-22-14	County Board	50. ⁰⁰
Total Per Diem		200.⁰⁰

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

Commissioner Signature: 

Date: 4-22-14

Rec
4/28/14
BKB

**MENOMINEE COUNTY
BOARD OF COMMISSIONERS
REIMBURSEMENT VOUCHER**

[COPY]

Mileage: \$.56/mile ~ effective 01 January 2014

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

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

Name: John R. Nelson ~ District 9

Date	Meeting Place	# of miles	X .56/mile	Total Cost	Account Number
4/13/14	ESCAMON MI WORKS	52	29.12	29.12	
4/18/14	HARROD, Co. Board	24	13.44	13.44	101-101-860.11
4/21/14	KINGSFORD, NORTHPOINT	64	35.84	35.84	101-101-860.11
4/22/14	HARROD, County Board	24	13.44	13.44	101-101-860.11
4/24/14	KINGSFORD, NORTHPOINT	64	35.84	35.84	101-101-860.11
4/25/14	MENOMINEE, Finance	94	52.64	52.64	101-101-860.11
4/28/14	HERRINGVILLE, 3 way	-			101-101-860.11
					101-101-860.11
					101-101-860.11
			Total Mileage	180.32	
Total Mileage Fee				180.32	

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

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

John R Nelson

Signed

4/28/14

Date

**MENOMINEE COUNTY
BOARD OF COMMISSIONERS
REIMBURSEMENT VOUCHER**

RECEIVED

4/29/14

Menominee County Administrator

Mileage: \$.56/mile – effective 01 January 2013

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

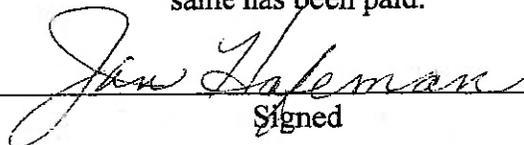
*must attach receipt for reimbursement
*meals provided by conference will NOT be reimbursed

Name: **Jan Hafeman ~ District 8**

Date	Meeting Place	# of miles	X.56/mile	Total Cost	Account Number
4/8/14	Co. Bd. & Equalz at Harris	26	\$14.56		101-101-860.10
4/14/14	Bd. of H Finance at Escanaba	58	32.48		101-101-860.10
4/16/14	Bd of Health at Pinecrest	14	7.84		101-101-860.10
4/22/14	Co. Bd. at Harris	26	14.56		101-101-860.10
4/24/14	Pinecrest at Pinecrest	14	7.84		101-101-860.10
4/25/14	Co Bd. Finance- Menominee	76	42.56		101-101-860.10
					101-101-860.10
					101-101-860.10
					101-101-860.10
		214	Total Mileage		
Total Mileage Fee					119.84

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

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



Signed

4/26/14

Date

Commissioner Meeting Fee Expense Form

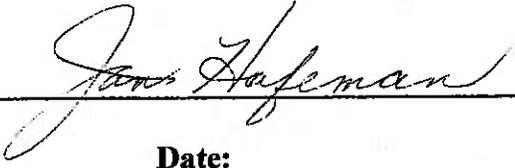
RECEIVED
4/29/14
Monroe County Administrator

Name of Commissioner Jan Hafeman

\$50.00 per meeting-Reg. or Special County Board meeting (and assigned committee meetings)
\$75.00 MAC or UPACC Conference

Date	Meeting Description & Duration	Meeting Expense
4/8/14	County Board and Equalization Mtg	\$50.00
4/14/14	Bd. Of Health Finance Meeting - Escanaba	50.00
4/16/14	Board of Health Meeting	50.00
4/22/14	County Board Mtg	50.00
4/24/14	Pinecrest Board Meeting	50.00
4/25/14	County Bd. Finance Meeting	50.00
Total Per Diem		\$300.00

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

Commissioner Signature: 

Date:

4/26/14

Commissioner Meeting Fee Expense Form

RECEIVED
4/30/14
Washtenaw County Administrator
COPY

Name of Commissioner LARRY SCHEI

\$50.00 per meeting - Reg. or Special County Board meeting (and assigned committee meetings)
\$75.00 MAC or UPACC Conference

Date	Meeting Description & Duration	Meeting Expense
4/8/14	COUNTY BOARD 6:00 - 7:37 PM	50.00
4/8/14	EQUILIZATION 7:40 - 7:46 PM	—
4/16/14	PUBLIC HEALTH 3:00 - 4:19 PM	50.00
4/22/14	COUNTY BOARD 6:00 - 8:19 PM	50.00
Total Per Diem		150.00

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

Commissioner Signature: Larry Schei

Date: 4/30/14

MENOMINEE COUNTY BOARD OF COMMISSIONERS REIMBURSEMENT VOUCHER

(COPY)

Mileage: \$.56/mile ~ effective 01 January 2014

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

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

Name: Gerald L. Piche ~ District 7

Date	Meeting Place	# of miles	X .56/mile	Total Cost	Account Number
4/8/14	Road Commission	25		14.00	
4-8-14	Men. Cty Board Harris	30		16.80	101-101-860.07
4-17-14	Personnel Court House	72		40.32	101-101-860.07
4-22-14	Men. Cty Board Harris	30		16.80	101-101-860.07
4-28-14	(3-way Road Commission) Aermansville	18		10.08	101-101-860.07
4-30-14	EMC interview Annex	30		16.80	101-101-860.07
					101-101-860.07
					101-101-860.07
					101-101-860.07
		175	Total Mileage	98.00	
Total Mileage Fee					

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

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

Gerald Piche

Signed

5/1/14

Date

Commissioner Meeting Fee Expense Form

(COPY)

Name of Commissioner Gerald Piche

\$50.00 per meeting - Reg. or Special County Board meeting (and assigned committee meetings)
\$75.00 MAC or UPACC Conference

Date	Meeting Description & Duration	Meeting Expense
4-8-14	Road Commission Stip	50.00
4-8-14	Mex. Cty. Board Harris	50.00
4-17-14	Personell Court House	50.00
4-22-14	Mex. Cty. Board Harris	50.00
4-28-14	3-way Road Commission Hermantville	50.00
4-30-14	EMC interview Annex	—
Total Per Diem		250.00

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

Commissioner Signature: Gerald Piche

Date: 5-1-14

MENOMINEE COUNTY BOARD OF COMMISSIONERS AGENDA ITEM

SUBJECT:	Miscellaneous Bills
DEPARTMENT:	Administration
ATTACHMENTS:	Yes
SUMMARY:	
Board to review recently submitted Miscellaneous Bills as paid on April 24 & 25 and May 8, 2014 in the combined amount of \$226,138.87	
RECOMMENDED MOTION	
To approve Miscellaneous Bills as paid on April 24 & 25 and May 8, 2014 in the combined amount of \$226,138.87	

Submitted by: **Brian Bousley**

 05/22/2014
Date

WORKSHOP ACTION

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

COUNTY BOARD ACTION

DATE:

	Approved
	Disapproved
	Approved with the following change(s):

General Fund Expenditures

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

Special Revenue Funds

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

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

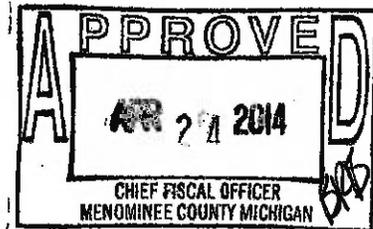


MENOMINEE COUNTY
Claims Audit Report

Vendor Name Vcher#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General							
ANDERSON, TACKMAN & CO PLC 35517	03/31/2014	58021	Audit - Year Ending September 30, 201:	101-103-801.01	7,000.00		\$7,000.00
BELSON CO. 35593	04/17/2014	132331	Dryer Maintenance	101-301-770.00	201.92		\$201.92
Big O's Lube and Service, Inc. 35590	04/08/2014	13929	2011 Chevy Impala Maintenance	205-315-934.02	495.71		\$528.81
35591	04/14/2014	13979	2013 Chevy Impala	205-315-934.02	32.90		
Bob Barker Company, Inc. 35582	04/04/2014	WEB000311839	Inmate Supplies	101-301-770.00	46.43		\$96.32
35583	04/04/2014	WEB000311954	Inmate Supplies	101-301-770.00	49.89		
BP 35585	04/06/2014	40939239	Road Patrol Gasoline - March 2014	205-315-742.00	59.18		\$59.18
Cellcom Wisconsin RSA 04 35602	04/05/2014	833741	Cellular Services	101-132-850.00	21.01		\$89.46
35602	04/05/2014	833741	Cellular Services	296-664-850.00	52.16		
35602	04/05/2014	833741	Cellular Services	296-665-850.00	16.29		
Chamberlain, Sheila 35575	04/23/2014	5479	Foster Care Cost (J.L.D.)	292-662-843.02	493.36		\$493.36
CIMA COMPANIES, INC. 35523	04/14/2014	MIMENO	Policy Term 7/1/14 - 7/1/15 (District)	101-136-802.00	220.00		\$220.00
CLOVERLAND PAPER CO 35519	04/11/2014	104690	Toilet Tissue, Facial Tissue	101-265-755.01	88.60		\$133.80
35520	04/10/2014	104673	Liners	101-265-755.01	45.20		
COHL STOKER & TOSKEY P C 35549	04/10/2014	44372	Legal Services	101-211-807.00	595.34		\$595.34
Country Mile Document Destruct 35545	04/15/2014	17914	Shredding Documents (4/10/14)	101-265-801.00	136.31		\$136.31
DEKETO, LLC 35564	04/14/2014	210	Transfer Labels for Datamax Printer	101-268-727.00	137.00		\$137.00
Dickinson County Treasurer 35551	03/26/2014	Circuit Court 2014	Shared Expenses	101-131-702.00	993.89		\$993.89
Dougovito, Greg 35566	04/22/2014	5470	Transport of Juvenile to Bay Pines	101-132-801.01	17.50		\$189.82
35566	04/22/2014	5470	Transport of Juvenile to Bay Pines	101-132-801.00	28.00		
35569	04/23/2014	5473	Saturday/Sunday Detention (Z.K.)	101-132-801.01	45.50		
35570	04/23/2014	5474	Transport of Juvenile to Bay Pines	101-132-801.01	35.00		
35570	04/23/2014	5474	Transport of Juvenile to Bay Pines	101-132-801.00	56.00		
35571	04/23/2014	Reimbursement	Meal - Transport of Juvenile	101-132-801.00	7.82		
35571	04/23/2014	Reimbursement	Meal - Transport of Juvenile	101-132-801.00	7.82		
Dugree's Auto Center 35516	04/16/2014	22735	PO# 02904 - Auto Repair for Charles M	294-683-835.00	1,524.50		\$1,524.50
DuPont, Sherry 35599	04/23/2014	Reimbursement	Mileage	101-172-860.00	51.52		\$51.52
Friends Ofc Prod Whea Direct 35509	04/01/2014	0203301	Office Supplies	101-682-727.00	18.98		\$182.10
35563	04/16/2014	0204191	ROD - Office Supplies	101-269-727.00	163.12		

**MENOMINEE COUNTY
Claims Audit Report**

Vendor Name	Voucher#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General								
Furlong, James	35596	04/22/2014	Reimbursement	Mileage - April 2014	101-101-860.03	128.80		\$128.80
Hashimoto Sewer Service, Inc.	35565	04/17/2014	11545	Jail Garage Floor Drain	101-265-930.01	185.00		\$185.00
Hasse, Jean	35582	04/22/2014	Reimbursement	Mileage for NG911 Training in Marquette	266-326-881.00	140.00		\$140.00
J S ELECTRONICS, INC.	35588	04/10/2014	18238	Replacement Antenna	101-301-934.02	19.00		\$19.00
Joel Hencley, RN	35531	04/20/2014	Blood Draw	J.B. (4/11) & K.B. (4/16)	101-267-801.01	200.00		\$1,565.00
	35592	04/20/2014	Nursing Services	Nursing Services	101-301-770.01	1,365.00		
Kleiman, Marc	35597	04/24/2014	Reimbursement	Mileage - April 2014	101-215-860.00	55.44		\$166.32
	35597	04/24/2014	Reimbursement	Mileage - April 2014	101-215-860.00	55.44		
	35597	04/24/2014	Reimbursement	Mileage - April 2014	101-262-860.00	55.44		
KOZIKOWSKI WELL & PUMP INC	35600	04/22/2014	D10487	Shakey Lakes & Kleinke Park	208-751-801.00	1,247.76		\$1,247.76
Linderoth, Janis	35598	04/23/2014	Reimbursement	Mileage - UP State Fair Authority	101-101-710.00	82.88		\$82.88
Lithocrafters Printing, Inc.	35574	04/23/2014	81121	Business Cards (Rebecca Squires)	296-665-727.00	102.00		\$102.00
Lori Green	35603	04/23/2014	5481	July 8, 2009 Bond refund	292-662-964.00	500.00		\$500.00
Manpower	35511	04/13/2014	26972951	Week Ending 4/13/14 (Krista Marciniak)	101-268-704.00	472.50		\$1,086.75
	35512	04/13/2014	26981236	Week Ending 4/13/14 (Regina Mistark)	215-141-705.00	189.00		
	35604	04/20/2014	26999698	Week Ending 4/20/14 (Krista Marciniak)	101-268-704.00	425.25		





MENOMINEE COUNTY
Claims Audit Report

Vendor Name	Vcher#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General								
Mastercard								\$1,798.05
35560	04/11/2014	Credit Card	USPS	101-268-729.00	5.05	x		
35560	04/11/2014	Credit Card	USPS	101-268-729.00	5.05	x		
35560	04/11/2014	Credit Card	USPS	101-268-729.00	5.05	x		
35560	04/11/2014	Credit Card	AAAIIndustrial Supply	215-141-934.00	302.43	x		
35560	04/11/2014	Credit Card	AAAIIndustrial Supply	101-103-970.10	364.78	x		
35560	04/11/2014	Credit Card	Magnuson Franklin	298-864-860.00	408.85	x		
35560	04/11/2014	Credit Card	USPS	101-268-729.00	5.05	x		
35560	04/11/2014	Credit Card	Lighting Supply Warehouse	101-265-930.01	245.78	x		
35560	04/11/2014	Credit Card	USPS	101-268-729.00	5.05	x		
35560	04/11/2014	Credit Card	Pack N Ship	101-265-729.00	18.80	x		
35560	04/11/2014	Credit Card	Pack N Ship	269-145-992.00	12.00	x		
35560	04/11/2014	Credit Card	USPS	101-268-729.00	5.05	x		
35560	04/11/2014	Credit Card	USPS	101-268-729.00	5.05	x		
35560	04/11/2014	Credit Card	Shell Oil	101-682-860.00	54.18	x		
35560	04/11/2014	Credit Card	Settle Inn	101-682-860.00	71.67	x		
35560	04/11/2014	Credit Card	Shell Oil	101-682-860.00	84.59	x		
35560	04/11/2014	Credit Card	USPS	101-268-729.00	5.05	x		
35560	04/11/2014	Credit Card	RadioShack	101-103-970.10	84.99	x		
35560	04/11/2014	Credit Card	USPS	101-268-729.00	5.05	x		
35560	04/11/2014	Credit Card	USPS	101-268-729.00	5.05	x		
35578	04/11/2014	Credit Card	Stephenson Marketing	205-315-742.00	51.11	x		
35578	04/11/2014	Credit Card	Shell Oil	205-315-742.00	40.64	x		
35578	04/11/2014	Credit Card	Intelius.Com	101-301-727.00	19.95	x		
MEIERS SIGNS INC.								\$418.00
35594	04/21/2014	29825	Vinyl Lettering & Striping	205-315-934.02	418.00			
Mekash, James								\$154.00
35528	04/10/2014	Reimbursement	Uniform Allowance	101-265-745.00	154.00			
Menards - Marinette								\$425.14
35525	04/09/2014	50290	Sonicrafter & Benchjaw Workstation	101-265-931.00	188.99			
35526	04/08/2014	50180	Wheel Bearing Grease	101-265-755.00	37.17			
35527	04/08/2014	50181	Amp Charger	101-265-931.00	69.98			
35556	04/16/2014	50828	Park Office Door	208-751-930.03	149.00			
MENOMINEE COUNTY ROAD COMMISS								\$275.50
35589	04/14/2014	10777	Power to Radio Tower (Jan, Feb, Mar 2)	101-301-934.01	275.50			
MILLERS ACTION OFFICE SUPPLY I								\$662.80
35510	04/16/2014	0100932-001	Laminating Supplies	101-215-983.00	80.98			
35524	04/10/2014	0100763-001	Toner, Folders (Clerk's Office)	101-215-727.00	111.98			
35576	04/23/2014	0100872-001	Office Supplies	101-148-727.00	156.62			
35576	04/23/2014	0100872-001	Office Supplies	101-132-727.00	313.24			
Office Depot, Inc.								\$160.89
35518	03/31/2014	703068170001	Ink Cartridges	208-751-727.00	160.89			
Pan-O-Gold Baking Co.								\$44.80
35586	04/01/2014	40883409115	Inmate Groceries	101-301-770.00	44.80			
Quill Corporation								\$70.53
35547	04/16/2014	2244356	Office Supplies (PA Office)	101-267-727.00	70.53			
RCOM								\$95.83
35548	04/12/2014	11424	Expense Reduction Plan (March 2014)	101-103-850.00	95.83			

**MENOMINEE COUNTY
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Vendor Name	Vcher#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General								
REDWOOD TOXICOLOGY LABORATORY								
35508	04/08/2014	462464		Drug Testing Supplies	101-136-727.00	188.49		\$188.49
Sherwin Williams Company								
35521	04/09/2014	1351-8		Stain - Courtroom A	101-265-755.00	15.70		\$16.70
State of Michigan-SupremeCourt								
35550	03/26/2014	Circuit Court 2014	Jan, Feb, Mar 2014 (Software Support)	101-131-858.03	1,765.21			\$1,765.21
STEPHENSON MARKETING COOPERATI								
35513	04/16/2014	22734	PO# 02905 Propane (Romeo Groleau)	294-683-835.00	803.00	*		\$3,327.15
35518	03/31/2014	023851	Gasoline - March 2014	208-751-742.00	78.49			
35530	03/31/2014	462643	March 2014	208-751-755.02	6.56			
35530	03/31/2014	462643	March 2014	208-751-930.02	48.00			
35530	03/31/2014	462643	March 2014	208-751-745.00	109.00			
35530	03/31/2014	462643	March 2014	208-751-742.00	46.62			
35530	03/31/2014	462643	March 2014	208-751-742.00	49.86			
35530	03/31/2014	462643	March 2014	208-751-742.00	-15.16			
35584	03/31/2014	015579	Road Patrol Gasoline - March 2014	205-315-742.00	2,200.78			
TWIN CITY ELECTRIC, Inc.								
35554	04/15/2014	78902	IP Cameras Maintenance - Hit by Lightn	101-103-755.00	1,292.00			\$1,292.00
U.E.S. COMPUTERS, INC.								
35529	04/10/2014	67689	Toner - FOC	101-141-727.00	69.00			\$3,940.95
35532	04/14/2014	67748	Toner Cartridge (Clerk's Office)	101-215-727.00	96.99			
35579	12/26/2013	39812	PO# 02907 - Stephenson PD Workstati	101-301-934.02	774.97			
35580	12/31/2013	39880	December 2013 Computer Maintenance	101-103-857.03	47.99			
35580	12/31/2013	39880	December 2013 Computer Maintenance	101-103-857.00	615.00			
35580	12/31/2013	39880	December 2013 Computer Maintenance	101-301-770.00	125.00			
35580	12/31/2013	39880	December 2013 Computer Maintenance	205-315-755.00	365.00			
35581	02/26/2014	67214	Wireless Remote Control	101-301-934.02	85.00			
35601	02/03/2014	39874	January - Weekly Computer Maintenan	101-103-857.00	1,040.00			
35601	02/03/2014	39874	January - Weekly Computer Maintenan	101-103-870.00	730.00			
U.P. ASSN. OF COUNTY COMMISSIO								
35553	04/22/2014	Registration	2014 Conference (Lang/Hafeman/Bousl	101-101-859.00	100.00			\$150.00
35553	04/22/2014	Registration	2014 Conference (Lang/Hafeman/Bousl	101-172-860.00	50.00			
U.S. Bank Equipment Finance								
35559	04/15/2014	251497681	Konica Bizhub 423 Copier	101-172-942.00	133.07			\$133.07
UPCAP SERVICES INC								
35562	03/31/2014	2241	Work Crew Services	208-751-930.04	94.00			\$106.00
35587	03/31/2014	2245	Work Crew Services	101-301-935.00	12.00			
Verizon Wireless								
35577	04/01/2014	9722735744	Cellular Services	101-265-850.01	95.00	*		\$846.46
35577	04/01/2014	9722735744	Cellular Services	101-301-850.00	394.73	*		
35577	04/01/2014	9722735744	Cellular Services	101-682-850.00	32.46	*		
35577	04/01/2014	9722735744	Cellular Services	205-315-850.00	323.82	*		
35577	04/01/2014	9722735744	Cellular Services	266-325-850.00	0.45	*		



**MENOMINEE COUNTY
Claims Audit Report**

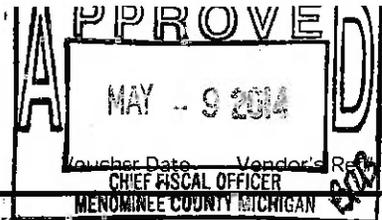
Vendor Name	Vcher#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General								
Warner, Fredrick								\$328.29
35567	04/22/2014	5471	Transport of Juvenile to Bay Pines	101-132-801.01	15.00			
35537	04/22/2014	5471	Transport of Juvenile to Bay Pines	101-132-801.00	24.00			
35568	04/22/2014	Reimbursement	Mileage - Transport of Juvenile	101-132-801.00	63.84			
35572	04/23/2014	5476	Transport of Juvenile to Bay Pines	101-132-801.01	35.00			
35572	04/23/2014	5476	Transport of Juvenile to Bay Pines	101-132-801.00	56.00			
35573	04/23/2014	Reimbursement	Reimbursement - Meal & Mileage	101-132-801.00	134.45			
WEST GROUP PAYMENT CENTER								
35522	04/01/2014	829302644	March 1 - March 31, 2014	269-145-801.00	446.44			\$446.44
White Water Associates, Inc.								
35557	04/17/2014	137434	Water Analysis	208-751-920.00	68.00			\$185.00
35558	04/17/2014	137445	Water Analysis	208-751-920.00	117.00			
WISCONSIN PUBLIC SERVICE CORP - P O BOX 19003								
35555	04/16/2014	0402047856-00005	Kleinke Park	208-751-920.01	43.28			\$43.28
Zeratsky Extreme Heating &								
35514	04/16/2014	22733	PO# 02906 - Home Boiler for VET	294-683-835.00	6,565.00			\$6,685.00
35546	04/07/2014	6765	Rooftop Unit at Jail	101-265-934.00	120.00			
Total Amount for Bank Account: General								\$41,421.22



MENOMINEE COUNTY
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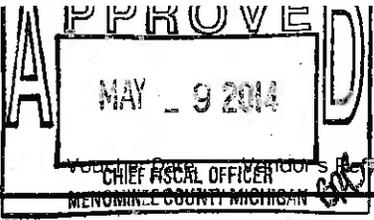
Vendor Name	Vcher#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General								
Office Depot, Inc.	35806	4/17/2014	706821071001	District - Office Supplies	101-136-727.00	43.99		\$43.99
PHDM	35607	4/21/2014	43004	Court Ordered Testing (S.B. 14-3634-F	101-131-807.00	94.00		\$94.00
Time Warner Cable	35605	4/18/2014	10404 700185701 000	March 25 - May 24, 2014	101-103-851.01	667.40		\$667.40
Total Amount for Bank Account: General								\$805.39





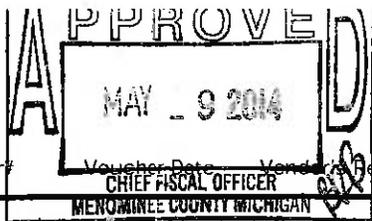
MENOMINEE COUNTY
Claims Audit Report

Vendor Name	Vcher#	Voucher Date	Vendor's Ref	Description	Debit Acct#	\$Amount	SepCk	Claim Total!	
Bank Account: General									
Aaron A. Ihander	35798	4/28/2014	Reimbursement	Uniform Allowance	205-315-745.00	82.00		\$82.00	
Ace Hardware	35756	4/9/2014	210537/2	Hooks for Park Sign	101-265-755.00	4.58		\$114.09	
	35757	4/9/2014	210538/2	Keys (x2)	101-265-755.00	3.00			
	35758	4/9/2014	210539/2	Credit Memo - Keys (x2)	101-265-755.00	-3.00			
	35759	4/16/2014	210610/2	20 Amp, Tamper Proof, Smart Lock	208-751-755.02	68.96			
	35760	4/22/2014	210677/2	Lag Scrw	101-265-755.00	20.99			
	35761	4/22/2014	210682/2	Fasteners	101-265-755.00	7.56			
	35762	4/28/2014	210741/2	Keys (x8)	101-103-970.10	12.00			
ALGER-DELTA COOPERATIVE ASSOCI								\$697.56	
	35778	5/1/2014	370500	Shakey Lakes Office/Shop	208-751-920.01	159.06		\$697.56	
	35779	5/1/2014	379700	Storage Shed	208-751-920.01	134.46			
	35780	5/1/2014	380300	Shower Building	208-751-920.01	71.25			
	35781	5/1/2014	367100	N8390 Beach House	208-751-920.01	59.34			
	35782	5/1/2014	367200	Northwest Campsites	208-751-920.01	28.47			
	35783	5/1/2014	369802	W8449 Co Rd G12 Campsites	208-751-920.01	33.62			
	35784	5/1/2014	383001	Shakey Lks Pk/Horse Ara	208-751-920.01	36.26			
	35785	5/1/2014	383200	N8380 Co Park Rd 20.5	208-751-920.01	40.23			
	35786	5/1/2014	383301	Shakey Lk Pk/Cattle Ara	208-751-920.01	28.47			
	35787	5/1/2014	1503500	N8380 Co Fk Rd 20.5	208-751-920.01	28.47			
	35788	5/1/2014	1614900	Bath House	208-751-920.01	77.93			
ANGELIS MENOMINEE INC									\$523.10
	35836	4/4/2014	0092539-IN	Inmate Groceries	101-301-770.00	92.54			\$523.10
	35837	4/5/2014	0717531-IN	Inmate Groceries	101-301-770.00	63.97			
	35838	4/11/2014	0080228-IN	Inmate Groceries	101-301-770.00	60.78			
	35839	4/16/2014	0094238-IN	Inmate Groceries	101-301-770.00	70.41			
	35840	4/17/2014	0101148-IN	Inmate Groceries	101-301-770.00	51.35			
	35841	4/17/2014	0075816-IN	Inmate Groceries	101-301-770.00	85.42			
	35842	4/27/2014	0072549-IN	Inmate Groceries	101-301-770.00	98.63			
Anne Shaver	35730	4/4/2014	Burial	Edward James Shaver	101-681-833.00	300.00		\$300.00	
AT&T - Carol Stream, IL								\$2,068.38	
	35650	4/19/2014	906863444104	April 19 - May 18, 2014	101-103-850.00	588.85		\$2,068.38	
	35667	4/19/2014	906863661404	April 19 - May 18, 2014	266-325-850.00	288.08			
	35668	4/19/2014	906863202304	April 19 - May 18, 2014	101-103-850.00	498.48			
	35740	5/1/2014	906R41083905	May 1 - May 31, 2014	101-103-850.00	692.97			
AT&T Long Distance	35669	4/19/2014	854528091	Long Distance Telephone Services	101-103-850.00	522.05		\$522.05	
AT&T Mobility	35720	5/6/2014	287252150867	April 2014	101-132-850.00	31.04		\$31.04	
Batteries Plus #988	35776	4/29/2014	988-107946	Light Bulbs for Library	101-265-930.00	42.74		\$42.74	
BAY AREA MEDICAL CENTER - 3100 SHORE DRIVE	35791	4/30/2014	MENCTY	Pre Employment Physicals (x6)	208-751-801.01	582.00		\$582.00	
BELSON CO.	35826	4/24/2014	133077	Washer Maintenance	101-301-770.00	225.00		\$225.00	



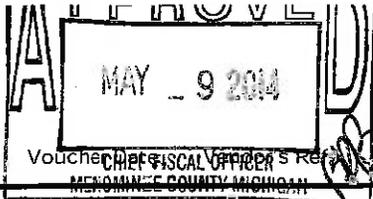
MENOMINEE COUNTY
Claims Audit Report

Vendor Name	Vcher#	Vendor's Ref	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General							
Big O's Lube and Service, Inc.							
35811	4/17/2014	14009	2007 Chevy Silverado - Vehicle Mainte	208-751-981.00	672.52		\$705.42
35851	4/29/2014	14092	Oil Change & Tire Rotation (2013 Chev	205-315-934.02	32.90		
BRANYAN WESLEY C							
35750	5/8/2014	Reimbursement	Mileage - Board of Canvassers (x2)	101-192-860.00	5.60		\$55.60
35751	5/8/2014	Per Diem	Board of Canvassers	101-192-705.00	50.00		
Brian Bousley							
35735	4/22/2014	Reimbursement	Mileage	101-172-860.00	39.20		\$186.83
35735	4/22/2014	Reimbursement	Mileage	101-172-860.00	39.20		
35773	5/1/2014	Reimbursement	Mileage - Region 8 Homeland Security	101-426-860.00	108.43		
Brunelle, Jennifer							
35712	5/6/2014	Reimbursement	Mileage	296-664-860.00	91.28		\$91.28
BS&A Software							
35868	5/1/2014	095983	PO# 02913 Assessing System, Tax Sy:	101-103-857.02	4,582.00		\$4,582.00
CADIEU FUNERAL HOME							
35724	4/4/2014	Burial	James Fred Prohuska	101-681-833.00	300.00		\$1,500.00
35725	4/4/2014	Burial	Helen Emily Prefontaine	101-681-833.00	300.00		
35726	4/4/2014	Burial	Robert James Barrette	101-681-833.00	300.00		
35727	4/4/2014	Burial	Mary E. Bohan	101-681-833.00	300.00		
35728	4/4/2014	Burial	Clara Maloney	101-681-833.00	300.00		
Carquest Auto Parts							
35861	4/1/2014	2825-ID-261250	Park Supplies	208-751-981.00	20.88		\$204.61
35862	3/28/2014	2825-ID-261013	Park Supplies	208-751-981.00	66.84		
35863	10/16/2013	2825-ID-247806	Park Supplies	208-751-981.00	10.63		
35864	4/4/2014	2825-ID-261535	Building & Ground - Vehicle Maintenance	101-265-981.00	5.33		
35865	4/8/2014	2825-ID-261820	Park Supplies	208-751-981.00	40.48		
35866	4/10/2014	2825-ID-262083	Building & Ground	101-265-934.00	124.01		
35867	12/10/2013	153121	Credit Memo #166539	101-265-934.00	-63.56		
Cellcom Wisconsin RSA 04							
35806	4/5/2014	836820	Medical Examiner - Cellular Services	101-648-727.00	95.19		\$95.19
CITY OF MENOMINEE - 2511 10TH ST.							
35768	3/31/2014	3708	Gasoline - March 2014	266-325-860.00	15.31		\$3,883.52
35768	3/31/2014	3708	Gasoline - March 2014	101-141-860.00	21.29		
35768	3/31/2014	3708	Gasoline - March 2014	101-262-860.00	14.10		
35768	3/31/2014	3708	Gasoline - March 2014	101-265-742.00	90.87		
35849	3/31/2014	3712	Gasoline Sales - March 2014	205-315-742.00	3,741.95		
City of Stephenson - P.O. Box 467							
35680	4/22/2014	709	Annex (3/21 - 4/22)	101-261-920.01	17.50		\$243.83
35680	4/22/2014	709	Annex (3/21 - 4/22)	101-261-920.02	30.00		
35680	4/22/2014	709	Annex (3/21 - 4/22)	101-261-920.03	196.33		
CLOVERLAND PAPER CO							
35659	4/25/2014	104790	Towels, Toilet Tissue	101-265-755.01	155.74		\$308.83
35769	5/2/2014	104853	Toilet Tissue, Tissues	101-265-755.01	96.92		
35770	5/2/2014	104854	Towels, Lysol Wipes	101-265-755.01	30.37		
35827	4/25/2014	104789	Inmate Supplies	101-301-770.00	25.80		
Cooper Office Equipment							
35665	4/24/2014	110484	Contract # 2310-01	101-253-728.00	333.29		\$333.29



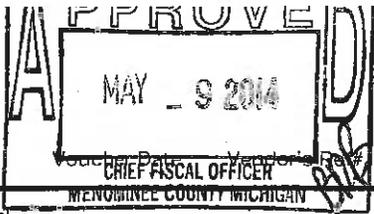
MENOMINEE COUNTY
Claims Audit Report

Vendor Name	Vcher#	Voucher Date	Vendor Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General								
Craig Weber	35731	4/4/2014	Burial	Marjorie Ruth Weber	101-681-833.00	300.00		\$300.00
CVS Pharmacy Inc.	35845	4/7/2014	P962100FHDXETV2JX	mate Medical	101-301-770.01	19.06		\$19.06
David Ashby	35797	4/28/2014	Reimbursement	Uniform Allowance	205-315-745.00	34.50		\$34.50
Decamp, Shane	35717	5/6/2014	5493	Transport of Juvenile to Bay Pines	101-132-801.01	15.00		\$106.20
	35717	5/6/2014	5493	Transport of Juvenile to Bay Pines	101-132-801.00	24.00		
	35719	5/6/2014	Reimbursement	Mileage - Transport to Bay Pines	101-132-801.00	67.20		
DEKETO, LLC	35640	5/2/2014	DK 4-14	April 2014 Documents (x687)	256-277-857.00	1,374.00		\$2,674.00
	35677	4/13/2014	CLK 99	PO# 02909 - Software Maintenance	101-103-857.02	1,300.00		
Delta/Menominee Health Dept.	35804	4/15/2014	Appropriations	3rd Qtr of 2013/2014	101-997-999.03	36,040.00		\$36,040.00
Dennis-Ruleau, Dawn	35713	5/6/2014	Reimbursement	Mileage	296-668-860.00	52.64		\$1,067.81
	35714	5/6/2014	Reimbursement	Bridge Toll, Meal, Mileage	296-663-860.00	370.17		
	35716	5/6/2014	5491	Crisis Intervention - April 2014	296-668-801.00	645.00		
Dick Myers Custom Welding	35856	4/21/2014	076342	Reconditioned Grill Guard for 2014 Imp	205-315-934.02	225.00		\$225.00
Dolores Pfeiff	35734	4/4/2014	Burial	Frank Pfeiff	101-681-833.00	300.00		\$300.00
Donna Buechler	35736	4/16/2014	Reimbursement	Planning Commission Mileage	101-401-710.00	20.16		\$20.16
DTE Energy	35655	4/25/2014	462245200011	Annex	101-261-920.04	129.27		\$129.27
EAGLEHERALD PUBLISHING, LLC	35790	4/30/2014	1408	Planning Commission	101-101-901.00	16.43		\$846.63
	35817	4/30/2014	1406	April 2014 - Advertising	101-101-901.00	87.48		
	35817	4/30/2014	1406	April 2014 - Advertising	101-132-802.00	156.12		
	35857	4/30/2014	1445	PO# 02912 Election Notice & Affidvit	101-262-727.00	586.60		
Eichhorn, Garry	35743	4/29/2014	Per Diem	DHS Board	101-601-837.00	50.00		\$98.16
	35744	4/29/2014	Reimbursement	Mileage - DHS Board	101-601-837.00	48.16		
Eichhorn, Jayne Marie	35752	5/8/2014	Per Diem	Board of Carvassers	101-192-705.00	50.00		\$95.36
	35753	5/8/2014	Reimbursement	Mileage - Board of Carvassers	101-192-860.00	45.36		
Employee Benefits Agency, Inc.	35789	5/2/2014	4195	Vision Service Plan - May 2014	101-103-712.00	119.23		\$119.23
ESSER PAINT & GLASS	35765	3/11/2014	4309	Park Supplies	208-751-930.03	97.92		\$97.92
Friends Ofc Prod Whse Direct	35679	4/24/2014	0204491	FOC - Office Supplies	101-141-727.00	61.86		\$61.86



MENOMINEE COUNTY
Claims Audit Report

Vendor Name	Vcher#	Voucher#	DESCRIPTION	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General							
Frontier - Servco F.S.	35672	4/23/2014	53336	Unleaded Gasoline - Shakey Lakes	208-751-742.00	1,133.87	\$1,870.37
	35673	4/23/2014	53337	Dieselelex - Shakey Lakes	208-751-743.00	736.50	
Galls Inc.	35800	3/4/2014	001668716	Uniform Allowance - Judy Hanson	205-315-745.00	37.49	\$37.49
Good Source	35843	4/28/2014	S10332168	Inmate Groceries	101-301-770.00	289.67	\$289.67
Hafeman, Jan	35671	4/26/2014	Reimbursement	Mileage - April 2014	101-101-860.10	119.84	\$119.84
Hafeman, William	35746	5/8/2014	Per Diem	Board of Canvassers (x2)	101-192-705.00	100.00	\$187.36
	35747	5/8/2014	Reimbursement	Mileage - Board of Canvassers (x2)	101-192-860.00	87.36	
Hanson, Judi	35799	4/28/2014	Reimbursement	Uniform Allowance	205-315-745.00	90.91	\$90.91
Hashimoto Sewer Service, Inc.	35644	5/2/2014	11574	Grease Pits	101-265-801.00	205.00	\$205.00
HERRILD, RENEE	35654	4/30/2014	Reimbursement	Training - Business Lunch	101-141-860.00	34.30	\$34.30
Hi Tec Building Services	35653	4/30/2014	7225	April 2014 - Cleaning Services	101-265-801.00	1,410.00	\$1,410.00
HOTFLAME GAS COMPANY							
	35674	4/22/2014	3325	Shakey Lakes Bath	208-751-744.00	407.41	\$814.82
	35675	4/23/2014	3342	Kleinke Bath House	208-751-744.00	407.41	
Ivens, Ruby E.	35651	4/30/2014	Reimbursement	Mileage - Parks Committee	208-751-860.00	26.88	\$76.88
	35652	4/30/2014	Per Diem	Parks Committee	208-751-860.00	50.00	
J S ELECTRONICS, INC.	35855	4/26/2014	18259	Strip Out & Install of Squad 5503	205-315-934.02	1,438.97	\$1,438.97
Jay's Auto Service, Inc.	35848	4/21/2014	15226	2003 Dodge Durango - Vehicle Maintainer	101-301-981.00	431.04	\$431.04
Jeff Naser	35741	4/29/2014	Per Diem	DHS Board	101-601-837.00	50.00	\$99.28
	35742	4/29/2014	Reimbursement	Mileage - DHS Board	101-601-837.00	49.28	
Joel Hensley, RN	35739	5/3/2014	Blood Draw	R.Z. (4/23) C.S. (4/16)	101-267-801.01	200.00	\$3,504.80
	35807	4/30/2014	Medical Examiner	April 2014	101-648-709.00	720.00	
	35807	4/30/2014	Medical Examiner	April 2014	101-648-835.00	1,210.00	
	35808	4/30/2014	Reimbursement	Stamps - Medical Examiner	101-648-727.00	9.80	
	35846	5/3/2014	Nursing Services	Nursing Services	101-301-770.01	1,365.00	
	35833	3/9/2014	070310309140105252	Home Supplies	101-301-770.00	38.94	
K MART	35834	3/11/2014	070310311140105893	Home Supplies	101-301-770.00	129.99	\$221.36
	35835	3/27/2014	070310327140100818	Home Supplies	101-301-770.00	52.43	
Kleiman, Marc	35764	5/6/2014	Reimbursement	Mileage	101-262-860.00	140.00	\$140.00



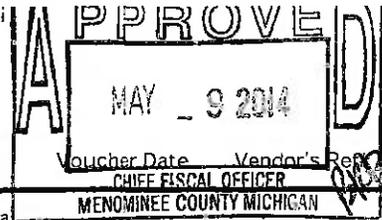
MENOMINEE COUNTY
Claims Audit Report

Vendor Name Vcher#	Check Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General							
Koehne 35853	3/27/2014	78732	2008 Chevy Tahoe - Vehicle Maintenan	205-315-934.02	680.59		\$680.59
Lang, Bernard 35656	4/30/2014	Reimbursement	April 2014 Mileage	101-101-860.02	117.60		\$117.60
Larry L.D. King, DVM 35847	4/25/2014	26439	K9 Care (Vesta)	101-301-881.01	52.90		\$52.90
Lufts Advertiser 35816	4/29/2014	Advertising	Sheriff Department	101-301-755.00	36.00		\$453.00
35818	4/29/2014	Advertising	April 2014	101-101-901.00	100.00		
35818	4/29/2014	Advertising	April 2014	101-132-802.00	107.00		
35818	4/29/2014	Advertising	April 2014	243-246-709.00	30.00		
35818	4/29/2014	Advertising	April 2014	101-262-727.00	180.00		
Manpower 35648	4/27/2014	27029981	Week Ending 4/27/14 (Krista Marciniak	101-268-704.00	504.00		\$1,387.44
35754	5/4/2014	27060877	Week Ending 5/4/14 (Krista Marciniak	101-268-704.00	504.00		
35766	2/9/2014	26722072	Week Ending 2/9/14 (Regina Mistark)	215-141-705.00	127.44		
35767	4/20/2014	27008317	Week Ending 4/20/14 (Regina Mistark)	215-141-705.00	252.00		
Mary Uecke 35732	4/4/2014	Burial	James D. Uecke	101-681-833.00	300.00		\$300.00
Massopust, Whitney 35809	4/30/2014	Medical Examiner	April 2014	101-648-709.00	240.00		\$240.00
Menards - Marinette 35663	4/25/2014	51557	4 x 8 Gypsum	101-265-755.00	61.44		\$239.80
35664	4/25/2014	51563	Wiregard, Handral Bracket, Metal Track	101-265-755.00	112.76		
35745	5/5/2014	52308	Park Supplies	208-751-930.03	26.95		
35763	5/1/2014	52039	Gas Pump Installation	208-751-742.00	20.04		
35772	4/29/2014	51876	Parks - Gas Pump Repair	208-751-742.00	18.61		
MENOMINEE COUNTY JOURNAL 35777	5/1/2014	126	Parks Maintenance Worker Needed	101-101-901.00	28.00		\$500.00
35793	5/1/2014	128	Election Notice for May 6, 2014	101-262-727.00	450.00		
35820	5/1/2014	130	Full Time Cook Needed	101-301-755.00	22.00		
Menominee Industrial Supply 35774	4/8/2014	10043741	Round File & Chisel Chain Guard	101-265-755.00	26.03		\$26.80
35775	4/30/2014	10047396	Reinforced PVC Hose	101-265-755.00	0.77		
Michael Gierke - P.O. Box 463 35700	4/30/2014	13-3556-FH	Witness \$12.00 Mileage \$58.24	101-267-804.00	70.24		\$70.24
MICHIGAN ELECTION RESOURCES 35794	4/29/2014	32351	Precint Supply Kits & Optical Scan Poll	101-262-727.00	408.44		\$408.44
Mid-American Research Chemical 35846	4/25/2014	0522324-IN	Coil Cleaner	101-265-755.00	108.55		\$108.55
MILLERS ACTION OFFICE SUPPLY I 35647	4/30/2014	0101209-001	#10 Envelope (District)	101-136-727.00	20.98		\$357.69
35666	4/24/2014	0101111-001	Treasurer's Office	101-253-727.00	62.26		
35682	4/25/2014	0101115-001	Clerk - Office Supplies	101-215-727.00	135.47		
35711	4/30/2014	0101213-001	Toner	101-132-727.00	69.49		
35711	4/30/2014	0101213-001	Toner	101-148-727.00	69.49		

APPROVED
 MAY - 9 2014
 CHIEF FISCAL OFFICER
 MENOMINEE COUNTY MICHIGAN

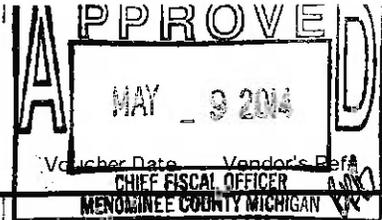
MENOMINEE COUNTY
 Claims Audit Report

Vendor Name Vcher#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General							
MOORE MEDICAL CORP 35844	4/18/2014	981595311	Inmate Medical	101-301-770.01	360.57		\$360.57
MPJRA - Mary Haskamp, Treasure 35649	4/25/2014		Registration Fee 2014 Conference - Sharon Salfai	101-132-802.00	100.00		\$100.00
National Public Safety Bureau 35823	4/16/2014	93233	National Directory of Law Enforcement	101-301-755.00	144.00		\$144.00
Nelson, John R. 35681	4/28/2014		Reimbursement Mileage - April 2014	101-101-860.11	180.32		\$180.32
NORTHPOINTE BEHAVIORAL 35805	4/15/2014		Appropriation 3rd Quarter 2013/2014	101-997-999.26	24,902.00		\$24,902.00
OTIS ELEVATOR COMPANY 35860	4/24/2014	CVE20377001	Elevator Processor Board - Lightning S	101-103-970.14	1,818.50		\$1,818.50
Pathways Substance Abuse Serv. 35658	4/30/2014		Tax Convention & Tourism Tax	101-601-835.01	14,487.50		\$14,487.50
Peterson, Charlene 35737	4/16/2014		Reimbursement Planning Commission Mileage	101-401-710.00	19.04		\$19.04
Pfankuch, Mike 35795	5/6/2014		Reimbursement Bridge Toll (x2) & Conference Fee	101-136-860.00	8.00		\$33.00
35795	5/6/2014		Reimbursement Bridge Toll (x2) & Conference Fee	101-136-802.00	25.00		
Piche, Gerald L. 35641	5/1/2014		Reimbursement April 2014 - Mileage	101-101-860.07	98.00		\$98.00
Poupore Collision & Towing 35852	3/21/2014	3/21/14	2008 Chevy Tahoe - Vehicle Maintenar	205-315-934.02	441.92		\$441.92
PrintersPlus! 35638	4/20/2014	13133	District - Ticket Envelopes & Letterheac	101-136-727.00	240.00		\$240.00
Przewrocki, Joan 35718	5/6/2014	5492	Transport of Juvenile to Bay Pines	101-132-801.01	15.00		\$39.00
35718	5/6/2014	5492	Transport of Juvenile to Bay Pines	101-132-801.00	24.00		
Quill Corporation 35796	5/1/2014	2628672	PA - Office Supplies	101-267-727.00	150.96		\$150.96
Randy Demuese 35729	4/4/2014		Burial Roland Demuese	101-681-833.00	300.00		\$300.00
Reinhart Foodservice 35828	4/17/2014	231048	Inmate Groceries	101-301-770.00	711.57		\$2,506.56
35829	4/29/2014	232244	Inmate Groceries	101-301-770.00	652.54		
35830	4/8/2014	229728	Inmate Groceries	101-301-770.00	1,131.87		
35831	3/20/2014	227507	Inmate Groceries	101-301-770.00	33.98		
35832	4/24/2014	232164	Credit Memo - Inmate Groceries	101-301-770.00	-23.40		
Riverside Chevrolet 35854	4/30/2014	5432	2012 Chevy Impala - Vehicle Maintenar	205-315-934.02	270.79		\$270.79
Roger Whitens 35733	4/4/2014		Burial Elizabeth Whitens	101-681-833.00	300.00		\$300.00
Schei, Larry 35657	4/30/2014		Reimbursement April 2014 - Mileage	101-101-860.04	139.44		\$139.44



MENOMINEE COUNTY
Claims Audit Report

Vendor Name	Vcher#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General								
Schultz, Lillian R.	35738	4/16/2014	Reimbursement	Planning Commission Mileage	101-401-710.00	23.52		\$23.52
Short, Mary Kay	35870	4/28/2014	Transcripts	People vs Kevin Harris	101-131-806.00	145.70		\$145.70
Signarama Menominee	35812	4/2/2014	3050	Aluminum Signs - Dogs On Leash	208-751-755.04	78.00		\$123.90
	35813	4/1/2014	3005	Parks Logo for Truck Doors	208-751-755.04	45.90		
Squires-Stepniak, Rebecca	35715	5/6/2014	Reimbursement	Adopt A Highway - Snack	296-667-801.01	18.38		\$443.42
	35721	5/6/2014	Reimbursement	Mileage - April 2014	296-665-860.00	425.04		
Standard Insurance Company	35722	4/28/2014	May 2014	Life Insurance Premium	101-101-713.00	20.70		\$209.30
	35722	4/28/2014	May 2014	Life Insurance Premium	101-132-713.00	6.32		
	35722	4/28/2014	May 2014	Life Insurance Premium	101-136-713.00	11.50		
	35722	4/28/2014	May 2014	Life Insurance Premium	101-141-713.00	9.20		
	35722	4/28/2014	May 2014	Life Insurance Premium	101-148-713.00	0.58		
	35722	4/28/2014	May 2014	Life Insurance Premium	101-215-713.00	11.50		
	35722	4/28/2014	May 2014	Life Insurance Premium	101-172-713.00	4.60		
	35722	4/28/2014	May 2014	Life Insurance Premium	101-261-713.00	2.30		
	35722	4/28/2014	May 2014	Life Insurance Premium	101-267-713.00	9.20		
	35722	4/28/2014	May 2014	Life Insurance Premium	101-268-713.00	2.30		
	35722	4/28/2014	May 2014	Life Insurance Premium	101-253-713.00	6.90		
	35722	4/28/2014	May 2014	Life Insurance Premium	101-257-713.00	4.60		
	35722	4/28/2014	May 2014	Life Insurance Premium	101-265-713.00	2.30		
	35722	4/28/2014	May 2014	Life Insurance Premium	101-301-713.00	48.30		
	35722	4/28/2014	May 2014	Life Insurance Premium	101-682-713.00	2.30		
	35722	4/28/2014	May 2014	Life Insurance Premium	101-103-713.00	2.30		
	35722	4/28/2014	May 2014	Life Insurance Premium	271-790-713.00	9.20		
	35722	4/28/2014	May 2014	Life Insurance Premium	296-663-713.00	2.30		
	35722	4/28/2014	May 2014	Life Insurance Premium	296-664-713.00	2.30		
	35722	4/28/2014	May 2014	Life Insurance Premium	296-665-713.00	2.30		
	35722	4/28/2014	May 2014	Life Insurance Premium	208-751-713.00	4.60		
	35722	4/28/2014	May 2014	Life Insurance Premium	205-316-713.00	2.30		
	35722	4/28/2014	May 2014	Life Insurance Premium	205-315-713.00	23.00		
	35722	4/28/2014	May 2014	Life Insurance Premium	266-325-713.00	16.10		
	35722	4/28/2014	May 2014	Life Insurance Premium	266-326-713.00	2.30		
State of Michigan PCB 30266	35821	4/17/2014	551-415848	Rebecca Anne Praegitzer	101-301-755.00	16.50		\$16.50
Stateline Apparel	35755	4/1/2014	32786	Uniform Allowance (Mike Sieg)	208-751-745.00	74.99		\$74.99
The Advertiser	35819	4/30/2014	040253	Community Awareness	101-301-755.00	21.00		\$21.00
The First National Bank&Trust	35637	5/5/2014	628840339	FOC - Service Charge	101-141-817.00	81.45		\$81.45
Thielen Funeral Home	35723	4/4/2014	Burial	Michael Lemery	101-681-833.00	300.00		\$300.00
Time Warner Cable	35825	4/28/2014	10404 620475202 8036	6/5/14	101-301-770.00	126.84		\$126.84



MENOMINEE COUNTY
Claims Audit Report

Vendor Name	Vcher#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General								
Total Energy Systems, LLC	35771	5/6/2014	244746	Planned Maintenance Inspection	101-265-801.00	616.00		\$616.00
TWIN CITY ELECTRIC, Inc.	35859	4/28/2014	78928	Cameras - Damaged by Lightning	101-103-970.14	6,654.84		\$6,654.84
TWIN COUNTY AIRPORT COMMISSION	35803	4/15/2014	Appropriation	3rd Qtr (2013-2014)	101-997-999.01	13,125.00		\$13,125.00
U.E.S. COMPUTERS, INC.	35822	4/24/2014	67860	Surge Protector (R. Drust)	101-301-755.00	69.99		\$27,519.73
	35858	4/24/2014	67861	Lightning Damage	101-103-970.14	27,449.74		
U.S. Bank Equipment Finance	35824	4/13/2014	251481115	Konica - Sheriff Department	101-301-755.00	58.73		\$58.73
UNIFORM SHOPPE	35801	4/28/2014	229195	Uniform Allowance - Vince Studer	205-315-745.00	308.80		\$571.05
	35802	3/25/2014	230362	Uniform Allowance - Michael Holmes	205-315-745.00	262.25		
Valenti, Susan F.	35639	4/30/2014	Reimbursement	Mileage, Meals - April 2014	101-131-860.00	609.48		\$609.48
Waste Management of Central WI	35862	5/1/2014	1462130-1856-8	May 2014	101-265-801.00	511.07		\$511.07
WatchGuard Video	35850	4/21/2014	ACCINV0000943	DVD RW & DVD Sleeve (x100)	205-315-755.00	114.00		\$114.00
Wells Fargo Bank - Finance & Acct - Minneapolis	35792	5/7/2014	1/1/14 - 3/31/14	Quarterly Interest Payments	272-692-998.00	250.00		\$250.00
Wennergren, Mary Jo	35748	5/8/2014	Reimbursement	Mileage - Board of Canvassers (x2)	101-192-860.00	5.60		\$105.60
	35749	5/8/2014	Per Diem	Board of Canvassers (x2)	101-192-705.00	100.00		
Wil-Kil Pest Control	35643	4/24/2014	2436028	Courthouse	101-265-801.00	62.25		\$62.25
WISCONSIN PUBLIC SERVICE CORP - P O BOX 19003	35645	4/28/2014	0402191663-00001	Health Care Center	101-265-920.03	240.72		\$7,387.70
	35645	4/28/2014	0402191663-00001	Health Care Center	101-265-920.04	292.38		
	35660	4/28/2014	0402047856-00004	Courthouse	101-265-920.04	2,975.15		
	35661	4/28/2014	0402055840-00001	Jail	101-265-920.03	3,846.19		
	35676	4/24/2014	0402047856-00006	Stoney Point Street Lighting	208-751-920.01	33.26		
Xerox Corporation - 26152 Network Place	35683	5/1/2014	073744250	Probation/Parole Office	101-131-942.00	94.47		\$559.93
	35814	5/1/2014	73744248	Sheriff Department - April 2014	101-301-755.00	35.48		
	35815	5/1/2014	73744249	Sheriff Department - April 2014	101-301-755.00	429.98		
Zevitz, Dr. Michael E.	35810	4/30/2014	Medical Examiner	April 2014	101-648-709.00	2,140.00		\$2,140.00
Total Amount for Bank Account: General								\$183,912.26

MENOMINEE COUNTY BOARD OF COMMISSIONERS AGENDA ITEM

SUBJECT:	Miscellaneous Boards/Committees/Commission Reports
DEPARTMENT:	Administration
ATTACHMENTS:	Yes
SUMMARY:	
Miscellaneous reports discussed at the 5.13.2014 County Board meeting	
RECOMMENDED MOTION	
To approve the miscellaneous reports discussed at the 5.13.2014 County Board meeting	

Submitted by: **Brian Bousley**

 05/22/2014
Date

WORKSHOP ACTION

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

COUNTY BOARD ACTION

DATE:

	Approved
	Disapproved
	Approved with the following change(s):

MONTH END BALANCE SHEET

3/31/2014

IMPREST CASH GENERAL FUND	\$ 3,300.00
IMPREST CASH OTHER FUNDS	\$ 560.00
	\$ 3,860.00

GENERAL FUND INVESTMENTS	
Stephenson National	\$ 3,273,764.81
Stephenson National	\$ 451,909.34
First National Bank & Trust	\$ 645,281.27
Menominee Co Federal CU	\$ 8.53
Menominee Co Federal CU	\$ 214,132.59
Tri-County Credit Union	\$ 115.39
Nicolet Bank	\$ -
Mbank	\$ 349,837.12
Peninsula Federal Credit Union	\$ 5.00
MBS	\$ 39,085.64
	\$ 4,974,139.69

GENERAL FUND CD'S & BONDS	
SNBT	\$ 500,000.00
Tri County Credit Union	\$ 134,416.14
MCFCU	\$ 206,554.58
Peninsula Federal Credit Union	\$ 107,595.10
Mbank	\$ 100,000.00
Mbank	\$ 111,366.31
Nicolet	\$ 504,131.34
	\$ 1,664,063.47

MBS CD'S GENERAL FUND	
Mason St Bank	\$ 200,000.00
Bank Northern MI Petoskey	\$ 200,000.00
Federal National Mtg	\$ 100,000.00
First Nat Bank of Mich Kalamazoo	\$ 250,000.00
Bank Holland Mich	\$ 250,000.00
First Nat Bank America East	\$ 50,000.00
Federal National Mtg	\$ 125,000.00
Federal Home Loan	\$ 200,000.00
JP Morgan Chase Bank	\$ 200,000.00
Federal Home Loan	\$ 100,000.00
Federal Home Loan	\$ 205,000.00
Traverse City St Bk	\$ 202,000.00
Mercantile Bank	\$ 100,000.00
Privatebank & TC Chicago	\$ 250,000.00
	\$ 2,432,000.00

TOTAL CO-MINGLED CASH	\$ 9,070,203.16
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SECTION 125	
Stephenson National Bank	\$ 11,770.07

LILJA BEQUEST	
Stephenson National Bank	\$ 2,000.00

COUNTY ROAD INVESTMENTS	
Stephenson National	\$ 708,758.76
Stephenson National	\$ 153,582.62
Menominee County Fed CU	\$ 111,178.66
Tri-County Credit Union	\$ 5.00
Tri-County Credit Union	\$ 30,032.13
Mbank	\$ 368,758.61
	\$ 1,372,315.78

COUNTY ROAD CD'S	
Stephenson National	\$ 104,556.05
TOTAL COUNTY ROAD	\$ 1,476,871.83

DTRF INVESTMENTS	
Nicolet National	\$ 162,889.30
Stephenson National	\$ 244,927.18
MBS	\$ 2,701.97
	\$ 410,518.45

DTRF CD'S	
Mbank	\$ 111,366.31
Nicolet National	\$ 200,000.00
Peninsula Fed CU	\$ 102,262.12

DTRF MBS CD'S	
Federal Home Loan	\$ 140,000.00
	\$ 553,628.43

TOTAL DTRF	\$ 964,146.88
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HRA	
Stephenson National	\$ 1,000.00

TOTAL	\$ 11,529,851.94
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General Fund	Oct-13	Nov-13	Dec-13	Jan-14	Feb-14	Mar-14	Apr-14	May-14	Jun-14	Jul-14	Aug-14	Sep-14
Bank Balance	\$8,556,731.79	\$8,164,092.96	\$8,263,720.49	\$8,377,280.28	\$8,897,545.17	\$9,071,203.16						
G/L	\$8,556,731.79	\$8,164,092.96	\$8,263,720.49	\$8,377,280.28	\$8,897,449.86	\$9,071,203.16						
Difference	\$0.00	\$0.00	\$0.00	\$0.00	\$95.31	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Diff from Prev Month		\$0.00	\$0.00	\$0.00	\$95.31	-\$95.31	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Section 125												
Bank Balance	\$14,541.59	\$14,800.99	\$14,430.57	\$13,273.82	\$11,361.49	\$11,770.07						
G/L	\$14,541.59	\$14,800.99	\$14,430.57	\$13,273.82	\$11,361.49	\$11,770.07						
Difference	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Diff from Prev Month		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
SNB Lijja Bequest												
Bank Balance	\$2,000.00	\$2,000.00	\$2,000.00	\$2,000.00	\$2,000.00	\$2,000.00	\$2,000.00	\$2,000.00	\$2,000.00	\$2,000.00	\$2,000.00	\$2,000.00
G/L	\$2,000.00	\$2,000.00	\$2,000.00	\$2,000.00	\$2,000.00	\$2,000.00	\$2,000.00	\$2,000.00	\$2,000.00	\$2,000.00	\$2,000.00	\$2,000.00
Difference	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Diff from Prev Month		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
County Road												
Bank Balance	\$1,328,597.23	\$1,294,675.19	\$1,223,682.68	\$1,171,456.29	\$1,261,278.49	\$1,476,871.83						
G/L	\$1,328,597.23	\$1,294,675.19	\$1,223,682.68	\$1,171,456.29	\$1,261,278.49	\$1,476,871.83						
Difference	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Diff from Prev Month		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
DTRF												
Bank Balance	\$961,275.35	\$961,776.69	\$962,503.61	\$963,012.36	\$963,505.12	\$964,146.88						
G/L	\$961,275.35	\$961,776.69	\$962,503.61	\$963,012.36	\$963,505.12	\$964,146.88						
Difference	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Diff from Prev Month		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
BANK IMPREST CASH												
Bank Balance	\$3,860.00	\$3,860.00	\$3,860.00	\$3,860.00	\$3,860.00	\$3,860.00	\$3,860.00	\$3,860.00	\$3,860.00	\$3,860.00	\$3,860.00	\$3,860.00
G/L	\$3,860.00	\$3,860.00	\$3,860.00	\$3,860.00	\$3,860.00	\$3,860.00	\$3,860.00	\$3,860.00	\$3,860.00	\$3,860.00	\$3,860.00	\$3,860.00
Difference	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Diff from Prev Month		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL BANK												
Bank Balance	\$10,867,005.96	\$10,441,205.83	\$10,470,197.35	\$10,530,882.75	\$11,139,550.27	\$11,529,851.94	\$5,860.00	\$5,860.00	\$5,860.00	\$5,860.00	\$5,860.00	\$5,860.00
G/L	\$10,867,005.96	\$10,441,205.83	\$10,470,197.35	\$10,530,882.75	\$11,139,454.96	\$11,529,851.94	\$5,860.00	\$5,860.00	\$5,860.00	\$5,860.00	\$5,860.00	\$5,860.00
Difference	\$0.00	\$0.00	\$0.00	\$0.00	\$95.31	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Diff from Prev Month		\$0.00	\$0.00	\$0.00	\$95.31	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

*Feb Difference of \$95.31 is checks that were voided in March but were done too early in the Month that they affected February reports. They cleared out for March.

MENOMINEE COUNTY BUILDING CODE DEPARTMENT

S904 US HIGHWAY 41 STEPHENSON, MI 49887

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

MONTHLY BUILDING PERMIT REPORT

04/30/2014

PERMIT#	DATE ISSUED	OWNER	ADDRESS	TWP.	PERMIT FEE
P12993-14	04/01/14	BUYARSKI THOMAS & KAREN LE	N3566 CO RD 577	MENOMINEE TWP.	\$137.40
Work :	3.GARAGE				010-120-005-00 MO-20 3/7
P12994-14	04/09/14	LEONHARD BRIAN J & TURCIOS ROSW7004 4 LN		MENOMINEE TWP.	\$171.00
Work :	3.GARAGE	30X40 POLE BLDG			010-007-017-00 MO-CS-466
P12995-14	04/10/14	SCHOMER WILLIAM SCOTT	N3622 HWY M-35	INGALLSTON TWP.	\$390.45
Work :	1.NEW DWELLING	1505 SQ FT SINGLE FAMILY HOME 570 SQ FT GARAGE 35 SQ FT DECK			007-520-014-00 IN-C45
P12996-14	04/21/14	ALLIE WILLIAM J & KAREN E	W4785 BAY DE NOC DR	INGALLSTON TWP.	\$171.00
Work :	3.GARAGE	30 X 40 POLE BLDG			007-318-006-00 IN-18 3/6 2018
P12997-14	04/23/14	PAYER FLOYD & BARBARA	N11644 CO RD 577	DAGGETT TWP.	\$151.80
Work :	3.GARAGE	30X32 POLE BLDG			006-212-003-50 HO-12 6/8
P12998-14	04/30/14	PARENT JAMES E ETAL	N12202 POKOVICH LN	HOLMES TWP.	\$251.64
Work :	1.NEW DWELLING	32X40 CAMP 32X8 PORCH			006-131-009-00 HO-31 7/7
P12999-14	04/29/14	HOOD THOMAS F	N8596 JOHNSON RD	LAKE TWP.	\$50.00
Work :	6.REPAIR/REMODEL	NEW TRUSSES			008-018-020-00 LK-18 5/7

Total Permits

7

Total Fees

\$1,323.29

Menominee County Finance Committee
Minutes of Meeting
February 26, 2014

***** Approved 4.25.14*****

The Finance Committee met on Feb. 26, 2014 at 2:00 PM at the Menominee County Courthouse, Courtroom A.

Present at the meeting were Com. Lang, Com. Nelson, Com. Hafeman, Brian Bousley, Sherry DuPont, & Ray LaMarche (Auditor) other members of the public. (Commissioner Schei in at 2:02 PM)

Call Meeting to order: Chairperson Nelson called the meeting to order at 2:00 PM.

Pledge of Allegiance: The Pledge of Allegiance was recited by all

Roll Call: Roll call was taken; Commissioner Schei was absent*.

Agenda was approved by Com. Hafeman and supported by Com. Lang to approve the agenda as written. Motion approved 3/0.

Previous Meeting minutes: December 18, 2013– moved by Com. Hafeman and supported by Com. Lang to approve the minutes of the Dec. 18, 2013 Finance Committee meeting. Motion approved 3/0.

*Commissioner Schei joins the meeting. (2:02) PM

Public Comment: Dan Menacher, Building Code ~ Item B – I'd like to discuss the building code amendment that is directly related to a decision that I made when I was in control of that budget. Consensus is to allow Dan to speak when that comes up within the discussion. Peggy Schroud, Equalization Director: I'd like to address item "D" at the time it comes up. Nelson: Absolutely, does anyone have a problem with that? No objections.

Business:

- a. **2012/13 Audit report, Ray LaMarche:** Nelson: As always, I'm glad to see Ray here today. Your company's audits are always easy to follow. LaMarche: Related to the audit, we just went over the adjustments with the Clerk/treasurer's office/and Brian. We're all in agreement with the adjustments. I think things went very smoothly this year with the audit. No significant deficiencies. Overall, right now the General fund reflects an increase of fund balance of slightly over \$602,000 in the FY end of Sept. 30, 2013. With an ending fund balance of \$5.9 Million, some committed for other purposes. Rule of thumb is 10 to 15% of one year's expenditures, you're well above that. Your fund balance is healthy from a fund balance perspective. The state Child Care fund ended up with a deficit at the end of the year. You'll have to address a deficit plan for the state. Nelson: that's one that we have no control over. When you look at a fund balance, assets etc. We have a fund balance, but we don't have money committed to building funds. LaMarche: No, other than the one account that a board set up a few years back for the committed projects. Fund financials are the short term finances available within the county. It doesn't account for long term things; (Building projects, etc.) The full accrual statements in the audit does (except for pensions).

This will be reflected in 2015 via GASB 67. It will count against the net asset (Net position in the new law) It will not show up in the General fund. Nelson: This year for revenue sharing we have to provide a plan. Basically all we have to do is make a payment for this year. Is that what your take is on this? LaMarche: The MERS website has an EVIP tab, they have some ideas. All of my clients are making the annual required payments. If they don't it will show up as a liability. When GASB 68 comes into play, we will have to show the long term liability. Nelson: I noticed that the actual pension amount we're putting out right now has gone up about 15% between 2010 & 2011. That comes out of the fund we've put aside. LaMarche: The trend has been the funding percentages have been decreasing while the annual required contribution has been increasing. A lot has to do with the ten year smoothing. They assume an 8% rate of return. Say we had a rate return of 4% this year, they take that shortfall (4%) and allocate 10% of that shortfall each year over the next ten years to come up with the required contribution. Nelson: so if they shorten that period and close it off, our contributions will escalate to be paid off quicker. LaMarche: 2012 actuarial report (will show in 2013 financial statements) estimated market value of assets at 12.1 mil and they calculate on actuarial value at \$13.9 so they are saying that we have a \$1.8 mil gap of what's in the bank and what they calculate for accountability. Are any people you deal with moving from defined benefits to defined contributions? LaMarche: Most are closing their defined benefits to get a fixed cost. Nelson: we can't write a check right now for 10 million dollars and say we're paying it off. LaMarche: No, because your population will never be set. You still have to pay the unfunded liability regardless. What it does is, if the groups are closed, the population is fixed. Rate of return on the investment, if the market crashes again, the employer holds the risk based on market return because the pension is defined (set). The unfunded liability for the last three years was 4.6 mil-2010 5 mil-2011 and 5.6-2012. Nelson: With defined benefits, there is no light at the end of the tunnel. Lang: What would happen if we switch to the defined contribution system? How would that effect the defined benefit as we move down? LaMarche: Typically what MERS has done (per their own policy) right now you pay a percentage of payroll every month. If we close a group not linked to another plan (hybrid or other) you now have a fixed dollar amount to pay...they shorten the amortization period. I believe that someday those people that closed the groups, will look back and say that was the best thing they ever did. Delta went to the defined contribution...it has to be done as a negotiation tool within the union contracts. Closing the group would be sustainable (in my opinion) if MERS didn't hammer you down with a 15 year amortization. If you're underfunded they drop you to 15 and knock a year off each year down to five years. If they started you off at 20 or 25 years and knock a year off each year, it would be more sustainable. Nelson: James Furlong came up with the idea to set aside money to pay off MERS. We did put in about 1.3 mil this year. We put that into a separate account. Any opinion on that? LaMarche: I would seriously think twice about that. If you do get to the point of being able to close your groups, then that can be used to close the funding of the amortization. Nothing in the county audit to cause any concerns, most all departments are healthy. The Sheriff Dept. fund balance in Road Patrol increased. They had a deficit last year, but they look healthy this year. Nelson: example Road Patrol: Do counties in general bill off...we don't bill any time against people who do things for them. (payroll, treasurer etc.) Do any counties do that? LaMarche: No, but they do allocate the insurances and retirements. Lang: watching the T.V., there is a lot of uncertainty right now with forecasting that we're heading into a 15 year period of "Happy days are here again". Nelson: We also get the road commission report in our audit. Why? LaMarche: They're a component unit. The state has determined the component unit is required to report within the county. Nelson: At any time, is the County responsible for anything associated with the Road Commission? Example, the road commission is underfunded in their retirement fund. Can the county be held responsible if the road commission doesn't

make the payment? LaMarche: They would probably go after the state funding first. They'll go after whoever can pay, whether they succeed or not will be up to the courts, if challenged. (I believe) Pinecrest was set up under a different authority, that's why they're not included. Hafeman: Under the affordable care act, there is a provision of 100 employees or less, are the road commission employees considered under us? LaMarche: I don't think so, they have a separate EIN number. Nelson: allows anyone in the audience to ask a question of the Auditor...no one asked. Thanks Ray for all the time he gives us. Diane Lesperance also would like to thank Ray and his staff for always being so helpful when we have questions.

- b. **FY 2013/2014 Budget Amendments - #2: Library** – donation of \$500; **Building Code** – Dan Menacher, prior to budget being completed we talked about contracting with Delta county for contracted services. This is a decision I made as a department head, to divide the budget into two different people, to confirm the money is coming from his budget. Now it's created a situation with that individual where she's getting paid for a position that doesn't exist on the position allocation list, she's getting, as a seven year employee, a paystub for part time hours. I'm here to figure this out. I've suggested that all the money be moved. The building code department is a "funded" mandated department. Fees shall be charged for building permits to cover services including overhead. I would like to see the amendment be made that the \$17,000 for the contracted services for me providing inspections and plan reviews. I've tried to cover my own costs in my office. I'd like to see the rest of it in an overhead line item that will be transferred to the annex. I'm getting heat on this. Schei: the job description lists it as a separate job. Dan: There is no job description. Schei: It's in the Extension Secretary, Fair Manager job description listed as part of the duties. Nelson: OK, make the changes as Dan is asking. Remonumentation: Each year we estimate a number to use until the grant is received. This year we budgeted \$50,000 and the grant came back as \$90,197. We just need to distribute the additional money to be put into specific line items. The other changes we have are MERS contribution rates, Insurance increases, Workers Comp and the elected official salaries decreasing (2% was not approved for them). Hafeman moves Lang supports to move forward to the board for approval. All commissioners concur.
- c. **Update on MERS**: John wanted me to talk about the MERS meeting I attended with Krienke in Crystal Falls. Revenue sharing hoop, will be easy this year. Report any unfunded liabilities, what have you done in the past. Nelson: All we have to say is that we've made all payments up to date, we're trying to go to defined contribution. Bousley: this (hoop) is easy; basically all we have to tell them is what we've done in the past and what our future plans for MERS will be. Lang: little by little the state is taking over our authority. Nelson: the state does not allow us to determine what land is agriculture, commercial forest, state land; they take revenue all the time Bernie, and they don't come back to give it to us. It's been happening more and more. Bousley: we have to have that in by June 1st. The dept. of treasury website has the guidance on how to submit the "new" hoop for revenue sharing.
- d. **Update on Disabled Veterans' Property tax exemption (PA 161 of 2013)**: We're looking at starting a new budget year. Peggy: I'm more concerned, not about the disabled veteran's property tax exemptions, but the Personal property tax law. We had about 36 petitions in Dec. at the board of review. They have to apply again every year. Pretty much, those that got it, a lot of those people don't have high taxable value homes, so it doesn't affect the county taxes as much as you'd think. What I'm more concerned about is the Personal property tax law. One assessor I spoke with today said that his taxable value is decreasing despite the 1.6% increase. Another one said he spoke to a major contractor who did not build one house last year. All of those things impact the amount of money the county will get because new construction adds to your taxable value base. I won't have any

real good numbers until after the assessors turn in their rolls, 10 days after the board of review or April 7th whichever is first. Nelson: What revenues did we get from personal property taxes? Peggy: I didn't grab that paperwork. Every year in Jan I ask the assessors to submit a 23 to check their numbers to be sure we're all in balance as far as starting numbers and projected numbers for state equalized value. They don't usually get all of their personal property numbers in in time to reflect on the 4023. The assessed values for personal property and the taxable values are the same and I see those numbers are dropping, so it's gonna be scary. Nelson: personal property is less than \$80,000 right Peggy: \$80,000, it's for commercial and industrial personal property, utilities are not affected yet. Anyone that has less than \$80,000 true cash, so \$40,000. There are quite a few small businesses that are not at that threshold and they'll just drop off of the tax roll. Unless they get that number back up there. They do have to apply for an exemption, if they don't, they go on the roll. This is a lot for the assessors to keep track of; hopefully they're doing their jobs. Hafeman: With regard to the Veteran's property taxes, I was talking with McBroom. He said that it was going to be discussed further. They didn't put in criteria with the value of the property. They will probably say there's a threshold of property value, that under that threshold they will be exempt. Peggy: They also didn't put any restrictions on income. Part of it says you have to be "not able to work". Diane: Treasurer's conference. They didn't think about putting an income threshold, are looking into that. A lot of them are considered 100% disabled and are still working, they're looking into that too. There is a bill in process for the personal property tax, that the local units will be reimbursed what they're losing, but the "local units" doesn't mean "county". Peggy: I will know more when we get the actual numbers in.

Public Comment: None

Adjourn: Moved by Hafeman supported by Schei to adjourn the meeting at 3:10 P.M. Motion approved
4/0

Personnel Committee
March 3, 2014
Minutes

~~~~~Approved 4.17.14~~~~~

The Personnel Committee of the Menominee County Board met on March 3, 2014 at 5:00 PM at the County Courthouse, Courtroom B.

**Call Meeting to order:** 5:00 PM

**Pledge of Allegiance:** The Pledge of Allegiance was recited.

**Roll Call:** Coms. Krienke, Plutchak, Piche, & Furlong are all present.

**Agenda:** Com. Piche approved the agenda and Com. Furlong supported. Motion carried 4/0

**Previous Minutes:** Previous minutes 12/4/2013; Moved by Com. Furlong supported by Com. Krienke to approve the minutes from 12/4/2013. Motion carried 4/0

**Public Comment:** None

**Business:**

**A: Administrator's Performance Evaluation Review:** Com. Plutchak discussed the administrator evaluation and the four commissioners from the personnel committee that rated the Administrator.

Relationship with board: 71 of 100  
Effective Leadership of staff: 150 of 200  
Management Skills and Abilities: 72 of 100  
Personal and professional attributes: 49 of 60  
Fiscal Management: 62 of 80  
Community and Public Relations: 40 of 60

**Krienke:** questions the role of the personnel committee. We represent less than half of the commissioners and I feel like we're giving incomplete data.

**Furlong:** in the past all commissioners evaluated the Administrator. The admin. asst. compiled the information for overall scores. The whole board had the opportunity to score him. I think Doug is right, the whole board should have the opportunity to score their Administrator.

**Plutchak:** This falls under the personnel committee when we changed the duties in the bylaws. Brian discussed his self-evaluation. **Piche:** To Com. Plutchak, perhaps the remainder of the board would like to have a say. **Plutchak:** again stated, per the bylaws this was added to the Personnel duties.

**B: Department Head Performance Evaluations:** **Plutchak:** Brian should be working with the department heads on this. This has not been done. We should direct Brian to do these evaluations and be sure it's done yearly. **Krienke:** agrees, we as commissioners don't have the

day to day interaction as Brian does. Consensus is to have Brian revise the evaluation form to fit the Department Heads and to bring it back to the board for approval.

**C: Elected Officials – Performance Evaluation Process; if any:** Piche: I don't think we have virtually anything to say about that, other than salaries. Furlong: the elected officials are evaluated through the election process; this would be a waste of time. Krienke: I think the evaluations are done at the ballot box. Plutchak: we don't do performance evaluations. We have to authorize pay raises and figure out where the budget can be shaved. We don't have a lot to do with that, we don't have any say. The evaluation is just another set of eyes to see where \$ can be shaved. Furlong: It's not a personality process. During the Budget process Brian meets with them. They should be the ones to go over this.

**D: Administrative Assistant position hours – share time:** Piche: I'm not sure where you're going with this. Plutchak: Cross training, it might work if Brian is in the office. Sherry can be used to cover another office that's short employees; to help keep things flow better. Provide training so we can be sure we maintain service. Bousley: There may be an issue using a non-union employee in a union position. We do have the capability of transferring calls to another office. The Clerk's office and ROD already have employees cross trained to help out. Furlong: Why the Administrative Assistant hours? Plutchak: there are two full time people in the admin office. Sherry has a lot of knowledge about different departments. There should be a "face" in the offices to fill in when people are missing. Does this need to be a 40 hour/wk job? Can things be done by the Administrator? Furlong: Brian is our administrator, plus we've already given him the job of the Parks Superintendent, Buildings and Grounds Superintendent, and Emergency Management. The Assistant needs to be there when he's not, and he's out a lot. Piche: When I call the Admin. Office, I want answers. It would be wrong to "not" get an answer. Furlong: We have a full time employee at the annex that isn't busy enough to be full time, why don't we just bring that employee here to train and "fill in" at other departments when necessary.

**E: Equalization Department, Staffing:** Bousley: The Union contacted me and wants to sit down and discuss this with the employees involved, county representation and a union steward. They will get back to me with dates available to meet. Piche: with respect to the Equalization Dept., we won't let the job fall. Krienke: let's get the paperwork in order.

**Public Comment:** None

**Commissioner Comment:** Furlong: I apologize for my phone going off during the meeting. Piche: This was a good meeting. Dept. Heads are trying to make progress. Let's get together with the union and come to some kind of understanding.

**Adjournment:** Moved by Com. Piche supported by Com. Furlong to adjourn at 5:52 PM

## MINUTES

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

**Executive / Finance Committee Meeting, March 10, 2014 - 4:00 p.m.**

MEMBERS PRESENT: Nick Lakari, and Ted Sauve  
MEMBERS EXCUSED: Jason Lauzer  
OTHERS PRESENT: Tony Krysiak - Airport Manager; Jeff LaFleur - Maintenance /  
Lineman

**1. Call to order**

Vice Chair Lakari called the meeting to order at 4:00 p.m.

**2. Pledge of Allegiance**

**3. Roll call**

**4. Approve/amend agenda**

Motion (Sauve / Lakari) to approve the agenda as presented. Motion carried.

**5. Public comment - Limited to 5 minutes on agenda items, only.**

None

**6. Approve / Amend Minutes of February 11, 2014. Action, if any.**

Motion (Sauve / Lakari) to approve the minutes as presented. Motion carried.

**7. Review / Approve FY 2013 - 2014 budget changes. Action, if any.**

Initial discussion concentrated on identifying funding sources to be used for budget changes. Sources included: (1.) \$22,814.70 of surplus funds left over from previous fiscal year; and, (2.) \$23,250.00 in the current Capital Outlay Expense category. Based on a review with Marinette County Finance Department staff, Mr. Krysiak recommended using the surplus funds.

Krysiak also revealed a 2006 Commission Resolution that speaks to restrictions on how funds in the Capital Outlay Expense account can be disbursed.

Five expense categories were identified as needing attention, including: (1.) Airfield Maintenance and Repair; (2.) Audit Fee; (3.) Mead & Hunt Proposal for User Study; (4.) Staff Wages; and, (5.) Insurance.

Sauve also mentioned the potential need for funding for a display helicopter project.

**Motion** (Sauve / Lakari) to recommend use of surplus funds to augment payments totaling: \$6,322.43 for Airfield Maintenance and Repair; \$100 for Audit Fee;

\$4,451.00 for Mead & Hunt Proposal; and \$6,243.00 for Insurance; Staff Wage increased costs yet to be determined, pending acceptance of tentative Employment Agreement proposal. Motion carried.

**8. Review / Approve February 2014 Financials. Action, if any.**

Sauve and Lakari questioned entries for Fright Runners, Country Visions Cooperative, and Tyco Fire Suppression. Regarding Check Detail, questions were raised for: Insurance payments, Office Planning Group, Graybar, and Explorer Solutions.

**Motion** (Lakari / Sauve) to recommend payment of checks numbered 12940 through 12969 in the amount of \$48,482.43. Motion carried.

**9. Public Comment**

None

**10. Future Agenda Items**

March Financials

**11. Schedule Next Meeting**

Next meeting scheduled for April 8, 2014, beginning at 4:00 p.m.

**12. Adjourn**

Motion ( Sauve / Lakari ) to adjourn at 4:43 p.m. Motion carried.

Respectfully submitted,  
Nick Lakari

Date approved corrected:

4/8/2014

Approved  
3/17/2014

## U.P. State Fair Authority Board Meeting

### Minutes

December 5, 2013  
12:00 p.m. ET

Escanaba, MI

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#### Members Present:

Jake Campbell, Chair, *Chippewa Cty*  
Dave Rivard - Vice Chair, *Delta Cty*  
Ann Harrington – Treasurer, *Schoolcraft Cty*  
Micky Rondeau, *Alger Cty*  
John Degenauer, Jr., *Dickinson Cty*  
Gary Burk, *Iron Cty*  
Joe Langdon, *Keweenaw Cty*  
Phyllis French, *Luce Cty*  
Janis Linderoth, *Menominee Cty*  
Dave Anthony, *Hannahville*

#### Members Absent:

Dan Siirila, *Gogebic Cty*  
Jim Gale, *Houghton Cty*  
Calvin McPhee, *Mackinac Cty*  
Chuck Bergdahl, *Marquette Cty*

#### Agent Staff & Guests:

Jonathan Mead, UPCAP (Administrative Agency/Secretary)  
Vickie Micheau, Delta County Chamber of Commerce (Management Agent)  
Tracy Lektzian, UPCAP  
Steve Masters, Delta County Convention and Visitor's Bureau  
Sheila Kruger, Delta County Chamber of Commerce  
Rick Aird, UPCAP Director of Finance  
Lori Branstrom, UP State Fair  
Herb Pomeroy, UP State Fair  
Joe Cilc, Buildings & Grounds  
Skip DuFour, Buildings & Grounds  
Dave Radloff, MSU  
Tom DuBord, UPIR

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#### 1. Call to Order / Roll Call

Chairman Campbell called the meeting to order at 12:05 p.m. Roll call is recorded above.

#### 2. Public Comment

None

**3. Adoption of Agenda**

**Motion by Rivard, supported by Degenauer, to approve the agenda as presented. Motion carried.**

**4. Approval of Minutes**

**Motion by Rivard, supported by Degenauer, to approve the minutes of the October, 2013 Meeting. Motion carried.**

**5. Management Agreement**

Authority members discussed the Management Agreement Renewal and agreed to revise with the following changes:

Term of Agreement: This Agreement shall be in effect for a period of ~~thirty-six (36)~~ sixty (60) months, beginning on the 1<sup>st</sup> day of October, 2013 until the 30<sup>st</sup> day of September, 2018 subject, however, to the following conditions:

This Agreement may be terminated by either of the Principal Parties at the end of any calendar month, provided that at least ~~thirty (30)~~ ninety (90) days advance written notice thereof is given.

**Motion by Anthony, supported by Degenauer, to extend the term of agreement to sixty (60) months. Motion carried.**

**Motion by Burk, supported by Rivard, to extend the termination clause to ninety (90) days. Motion carried.**

**6. UP State Fair Audit**

Rick Aird stated Anderson Tackman can no longer do the audit since they are now handling the accounting for the UP State Fair. Request for Proposals have been sent out.

**7. Treasurer's Report**

Ann Harrington reviewed the following financial reports:

- Profit & Loss through October 2013
- Balance Sheet through October 2013
- Check Detail October 1 through December 5, 2013

A couple of items for future discussion: Increase in fair expenses and accounting for liquor sales.

**Motion by Degenauer, supported by Linderoth, to approve the Profit & Loss, Balance Sheet and Check Detail Reports as presented. Motion carried.**

2014 Budget

Vickie Micheau reviewed the 2014 Budget with the Authority Members.

**Motion by Rivard, supported by Harrington, to approve the 2014 Budget as presented. Motion carried.**

**8. Management Agent Report**

Vickie Micheau reported on the following:

- Herb Pomeroy retiring at the end of February.
- Gary Burk will help with the Blue Ribbon Software.
- Alexis Berube and Mason Wallace were nominated to the LAC Board as youth representatives.

**Motion by Anthony, supported by Degenauer, to approve the nominations to the LAC Board. Motion carried.**

- Received two grant awards for \$10,000 each from Hannahville to help fund campground expansion and upgrades to horse arena.
- Discussed outsourcing to Anderson-Tackman for accounting services.
- Working with UPIR to manage their own funds and racing operations.

**9. Old Business / New Business**

DNA Test Failure Update

Discussion on reissued check by Equity to Miron's. Discussed looking at another auction house next year.

Dairy Beef Category Request

Request from Joel Schultz from MI Works to consider adding a Dairy Beef category to the fair. Board discussed this and they are open to exploring setting this up for upcoming fairs. More discussions to be held at future meetings.

**Motion by Anthony, supported by Rivard, to explore setting up Dairy Beef Category for youth showing and auctioning. Motion carried.**

UPSF Branding and Logo Usage

Request from Joel Schultz asking for permission to create a agriculture logo to incorporate with UPSF Logo. Great way to market the UPSF. More discussion at future meeting.

**Motion by French, supported by Smith, to give Joel Schultz permission to explore using the UPSF Logo on agriculture projects throughout the U.P.  
Motion carried.**

### 8 Point Marketing

Vickie Micheau handed out the Letter of Intent with 8 Point Promotions. Stipulation that they need to let the UPSF Authority know who they are contacting for sponsorships in case we already have a contract with them. Authority would like a list ahead of time.

**Motion by Degenauer, supported by Burk, to move forward with contract negotiations with the understanding that the UPSF Authority has final approval of sponsors. This will be brought to next meeting for final review. Motion carried.**

### 10 Year Plan

Steve Masters presented the "tentative" 10 Year Facility Improvements Plan to the Authority. All items in "red" are completed and "yellow" will be done this year. This plan has been incorporated into the CUPPAD SAID Report so if any funding opportunities come up we will be aware of them.

### 120 Day Report

Vickie Micheau stated that the Michigan Department of Agriculture requires that fairs file a year-end report. In case money is available in the future, we need to fill this out.

**Motion by Degenauer, supported by Smith, to approve the 120 Day Report.  
Motion carried.**



# Public Health Delta & Menominee Counties



## Board of Health Meeting

Pinecrest Medical Care Facility  
Powers, MI

Meeting Minutes  
Wednesday, March 19, 2014

### Board Members Present

|              |                                |                             |
|--------------|--------------------------------|-----------------------------|
| Tom Elegeert | Jan Hafeman<br>Mary Harrington | Larry Schei<br>Tom Trudgeon |
|--------------|--------------------------------|-----------------------------|

### Public Health Staff

Mike Snyder, Health Officer/ Administrator  
Dr. Terry Frankovich, Medical Director  
Irene Lenberg, Director of Administrative Support  
Debbie Poquette, Director of Nursing

### 1. Call to Order/Roll Call

The regular monthly meeting of the Delta-Menominee District Board of Health was held on March 19, 2014. The meeting was called to order at 3:00 p.m. CDT by Chairman Trudgeon. Roll call was taken by the Director of Administrative Support, and is recorded above. Mr. Burie was not in attendance, but was previously excused.

### 2. Approval of Agenda

Ms. Hafeman moved to approve the agenda. Motion was supported by Ms. Harrington and carried.

### 3. Approval of Minutes

Ms. Hafeman moved that the minutes from February 19, 2014, be approved. Motion was supported by Mr. Elegeert and carried.

**4. Educational Session: MIHP Update – Debbie Poquette, Director of Nursing**

Debbie Poquette presented an update on the MIHP program. MIHP is a Michigan Medicaid program for pregnant women and infants providing home visitation, support and care coordination. PHDM began providing MIHP services during fiscal year 2011. PHDM was awarded full certification in January 2013 and the program will go through another certification in July of this year.

Benefits of the MIHP program:

- Effective and evidence based
- Participation in the program increases the odds of a pregnant woman receiving prenatal care
- Improves both maternal and infant care outcomes
- Promotes healthy pregnancies
- Positive birth outcomes
- Healthy infant growth and development
- Decreases infant mortality
- Client eligible for up to nine visits for the mother, and up to 36 visits for infants based on a risk assessment

MIHP continues to grow.

- FY 2011 average 40 visits per month
- FY 2012 average 90 visits per month
- FY 2013 average 99 visits per month

**5. 2013 Annual Report**

Mr. Snyder presented the 2013 PHDM Annual Report. Casey Young, Kim Gustafson and Shanna Hammond did an excellent job with the annual report. Highlights include:

- Different format results in a shorter report that is more readable.
- Financials: Ms. Woelffer and accounting staff do a great job with the financials. Fiscal Year 2013 had the first increase in expenses since 2009
- 59 staff members, including full & part time.
- A tribute to Sheryl Farr, Menominee County Registered Nurse for over 35 years, who retired in 2013.
- Sidebar highlights programs such as Snow Trek and Sticker Shock.

**6. Personnel Committee**

Ms. Harrington, Mr. Schei & Mr. Snyder met at 2:30 p.m. EDT, March 19, 2014, at Pincecrest Medical Care Facility. Ms. Harrington briefed the board regarding the

discussion of PHDM's Programmer/Analyst II position. The Programmer/Analyst I position is not filled at this time. Ms. Lenberg evaluated the program, and suggested PHDM continue with one person. The current range is \$36,000 – \$50,000 per year. The Personnel Committee proposed the range be increased to bring it closer to the market average. The average range among other U.P Health Departments for a comparable position is \$44,000 - \$55,800. Current wage for the Programmer/Analyst II is \$42,677.

**Ms. Harrington moved to increase the Programmer Analyst position to \$45,000 - \$55,000. Motion was supported by Ms. Hafeman and carried.**

**Ms. Harrington moved to increase the current Programmer/Analyst II's salary from \$42,600 to \$50,000. Motion was supported by Ms. Hafeman and carried.**

#### **7. Review and Approval of February Check Register**

The Board of Health reviewed the February check register. Questions were answered by Mr. Snyder

**Ms. Harrington moved to approve the February check register. Motion was supported by Ms. Hafeman and carried.**

#### **8. Cost Based Reimbursement**

MALPH's Executive Board has not received the memo from MALPH's Administrator's Forum, requesting the Executive Board push for Cost Based Reimbursement (CBR) payment. On March 4, 2014, Mr. Snyder sent an email to Tammy Stephens, asking for the status of PHDM's payment. On March 5, 2014, Ms. Stephens emailed Lynn Woelffer regarding questions Ms. Woelffer had regarding the CBR reports. Ms. Stephens email read, "I also wanted to let you know that I'm finishing up Delta Menominee Health Department's 2011 initial settlement. I should have it completed today."

At this month's Administrator's Forum, Steve Ireland, head of CBR Division, reported all fiscal year 2011 payments are in process, and will be sent out very shortly. Fiscal year 2012 initial payments will be out the door April 30, 2014, which is a bigger payment year for PHDM because of the addition of the MIHP program. Fiscal year 2013 interim payments will be paid quarterly, based on the last finalized fiscal year which was 2010. PHDM did not have MIHP in FY2010, so the CBR for that year was approximately \$10,000. PHDM's quarterly interim payments will only be \$2500, but will receive a larger amount once the reports have been finalized at the end of the

year. Mr. Snyder contacted Western UP Health Department's Health Officer, Guy St. Germain, who also sits on the Executive Board of MALPH. Mr. St. Germain stated that the Administrator's Forum and MALPH Board are both pushing on the Medicaid unit for payment. Delta-Menominee District Board of Health members would like Senator Casperson and Representative McBroom contacted regarding the delay in payments.

**Ms. Harrington moved that Mr. Snyder send a letter to Senator Casperson and Representative McBroom. Motion was supported by Ms. Hafeman and carried.**

## 9. Medical Director's Report

Dr. Frankovich noted that March 27, 2014 is World TB Day. Tuberculosis is caused by bacteria. We usually think of TB as affecting the lungs, but it can also infect the kidneys, bones & other places of the body.

- The World Health Organization estimate 1/3 of the world's population is infected with TB. This is a huge issue, particularly in developing countries.
- There are about 10,000 cases of active TB in US every year and approximately 9 million cases of active TB worldwide.

If one becomes exposed to the bacteria and become infected, one of two things happen:

1. The infection lays dormant for a prolonged time; possibly forever.
2. The individual will develop active disease either very quickly after exposure, or many years later depending on the person's health status.

Individuals exposed to TB will fall into one of two groups:

Physicians are seeing a lot of people with Latent TB, meaning the individual has a positive TB skin test, but is not sick, their chest x-ray is normal, and they're not contagious. These patients are normally given a course of one drug over a nine month period to reduce the chance of ever developing active TB. This group of individuals is not a public health threat.

The second group are those who have developed active TB. They are typically seen by the physician because they've developed a cough that lasts for months, they're losing weight, having night sweats, they're tired and their chest x-ray shows a lesion in the chest that looks like tuberculosis. A sputum sample is collected, and if this is positive, they have active TB and are very contagious.

Can test for TB with a skin or blood test, but no vaccine is used in the US to prevent TB. In countries with a lot of active TB, a vaccine called BCG is used. BCG is not recommended in the US because:

- Exposure in the US is still very small.
- Not as effective in preventing lung TB, as it is in preventing childhood TB infection which is typically in the bone and other places.
- Difficult to interpret a TB skin test for individuals who have received the vaccine.

Public Health becomes involved when:

- Public Health receives a call from the hospital, nursing home, or other healthcare provider with a patient who has tested positive, and they're looking for advice on what to do with that patient.
- The patient is identified through a positive TB test administered by the Health Department.
- Occasionally, Public Health receives papers from the State regarding an immigrant who tested positive and needs to be treated.

**Drug-resistant TB:** If the individual is not compliant with their medications, the infection can recur leading to drug-resistant TB. The multi-drug resistant TB is the big public health threat at this time: Some strains now are very difficult to treat. Approximately 83% of individuals in the U.S. with drug-resistant TB were born in another country. Public Health's involvement can be as minor as ensuring the infected individual has a primary healthcare provider. Public Health may also be the ones to administer the drugs two to three times per week over a nine-month period. It can be difficult for patients to remember to take their medication and this population often has other problems such as HIV or drug and alcohol dependence. There is no reimbursement to monitor these patients or administer the medications. Public Health does this because it's a public health threat. Additionally, Public Health will test all household members, coworkers, and close friends.

## 10. Health Officer's Report

- In February, Mr. Snyder reported PHDM received \$10,265 from the Community Foundation of Delta County. The Board of Health requested Mr. Snyder present ideas on how this money will be spent. PHDM supervisors input included:
  - Continue offering smoking cessation products to families with children
  - Offer smoking cessation classes. Currently, Shanna Hammond offers classes through Hannahville for tribal members. No other classes are offered in either county.
  - Taxi vouchers for clients to get to appointments
  - Continue to pay for MIHP tablet mobile hotspots
  - Sign language books for Early On families

o Possible expansion of Breast & Cervical Cancer Control Program

- Mr. Snyder had a meeting with Menominee County Administrator, Brian Bousley, on March 12, 2014, to go over issues with the Menominee County facility, brought up during a walk-through with the Menominee City Fire Chief. Interior fire doors need to be installed in the hallways. Mr. Bousley said to get him an estimate of the cost of doors and Menominee County has staff who can install them.

Another item discussed was the lack of parking and safety of the parking lot in Menominee. Today, the maintenance worker for the County backed into the corner of the building while plowing snow. Quite a bit of damage was caused inside and out. Mr. Snyder will be talking to Mr. Bousley to ensure the building is structurally sound. Mr. Snyder and Mr. Bousley discussed a possible expansion or rearrangement of the parking area.

- Both the Menominee County Courthouse and Delta County Service Center are now connected to the Merit Fiber Network. Total up-front cost could be up to \$11,000. This is not a budgeted item, but has the potential to provide significant annual savings of over \$6,000 a year.
- The All Star's Program received \$6,129 grant from Tri-County United Way.
- The Snow Trek program continues to be very popular. PHDM received a request to expand the program to the Powers-Spalding area. We may be getting additional funding through the WISEWOMAN program to purchase more snowshoes. If that funding is approved, the snowshoes will be available from either Moraska Saw or the Township Hall.
- Sewage System Installer Training will be held on March 26, 2014, at the Chip-in-Island Resort and Casino, from 1:00-4:00 p.m. About 40-50 participants are expected to attend.
- The 2<sup>nd</sup> Annual All-Staff meeting is scheduled for September 18, 2014, at Bay College.
- PHDM had their audit with Anderson Tackman during the week of February 24, 2014, and the preliminary results are very good. According to Ray Lamarch, who did the audit, "Things went very well. I don't have a lot to report as there were no large issues."

**11. Public Comment—None**

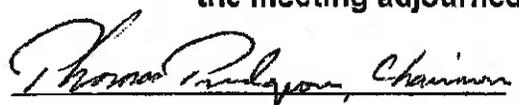
**12. Board Member Comments**

Mr. Trudgeon noted a news report regarding homelessness in the City of Marquette. A panel member from Marquette's Room at the Inn raised an issue with Marquette General Hospital, now that they are owned by a for-profit corporation. MGH will no longer allow patients to be admitted directly from the emergency room to the

psychiatric unit. This could leave local law enforcement with no options available for mentally ill residents.

**13. Adjournment**

**There being no further business, a motion was made by Mr. Elegeert with support by Ms. Harrington to adjourn the meeting. Motion was carried and the meeting adjourned at 4:28 p.m. CDT.**

  
Chairperson

:ii

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

**BOARD MEMBERS**  
**JEFF NASER, CHAIR**  
**MARY BRADLEY**  
**GARY EICHHORN**

**DIRECTOR**  
**RUSSELL K. SEXTON**

**Date:** March 25, 2014

The regular meeting of the Menominee County Department of Human Services Board was called to order by Russell Sexton, Board Secretary, at 9:00 a.m. Central Time. The meeting was held at the Menominee County Department of Human Services Board Room.

Present: Jeff Naser, Board Member; Gary Eichhorn, Board Member and Russell Sexton, Board Secretary.

Absent: Mary Bradley, Board Member. Excused.

Others Present: Bernie Lang, Menominee County Board of Commissioners.

**APPROVAL OF AGENDA:**

Mr. Sexton asked that the agenda be amended to include introductions of new board member and board reorganization under the Board Business section. A motion to approve the agenda with those additions was made by Mr. Eichhorn and supported by Mr. Naser. Motion carried.

**APPROVAL OF FEBRUARY 25, 2014 MINUTES:**

Minutes of the February 25, 2014 Board Meeting were reviewed and discussed. A motion to accept the minutes was made by Mr. Naser and supported by Mr. Eichhorn. Motion passed without opposition.

**FINANCIAL REPORT:**

The financial report for February 2014 was reviewed. There were \$199.28 in expenditures for the February DHS Board Meeting; leaving a balance of \$6,401.84.

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

A motion to approve the financial report was made by Mr. Naser and supported by Mr. Eichhorn. Motion passed without opposition.

## **DIRECTOR'S REPORT:**

**Staffing Information:** Mr. Sexton reviewed the current staffing situation with the Board and provided members with an updated staff list.

**Statewide Director's Meeting Information:** There was no director's meeting convened.

**Collaborative Issues:** No new information provided.

**Business Plan Update:** Mr. Sexton reviewed the current performance of Menominee County DHS with the board. Board members requested specific data regarding this be provided at the next meeting.

**Miscellaneous:** None

**Board Member Input/Suggestions:** A variety of suggestions were provided by the Board members, which Mr. Sexton appreciated.

A motion to accept the Director's Report was made by Mr. Naser, with support from Mr. Eichhorn. Motion carried.

**UNIT REPORT:** None. These will resume at the April meeting to introduce new member Eichhorn to the supervisors and familiarize him with the functions of the local DHS office.

## **BOARD BUSINESS:**

- 1. Approval of Vouchers:**  
Vouchers were reviewed and a motion to approve all vouchers was made by Mr. Naser and supported by Mr. Eichhorn. Motion passed without opposition.
- 2. MCSSA:** The next MCSSA District One meeting will be on April 15, 2014, at 11:45 Eastern at the Landmark Inn, Marquette. Subsequent meetings will also be held at the Landmark Inn, with those meetings being: July 16, 2014 and October 15, 2014.
- 3. Introduction of New Board Member:** Mr. Gary Eichhorn was appointed to the Menominee County DHS Board by the Menominee County Board of Commissioners during their March meeting. Mr. Eichhorn was duly sworn in by the Menominee County Clerk prior to this meeting. Mr. Eichhorn's term is for three years, expiring on 10/31/2016.
- 4. Board Reorganization:** A reorganization of the board was necessary due to the change in board members. Mr. Eichhorn nominated Mr. Naser as Board Chair. Nominations were then closed. Mr. Naser is the new Board Chair of the Menominee County DHS Board.

**NEW BUSINESS:** None.

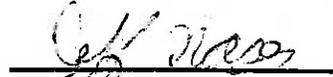
**PUBLIC COMMENT:** None.

**NEXT MEETING:** March 29, 2014 at 9:00 a.m. in the Menominee County DHS Board Room.

**ADJOURNMENT:** Motion to adjourn made by Mr. Naser and supported by Mr. Eichhorn. Meeting adjourned at 9:37 a.m.



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



**Jeff Naser**  
**Board Chairperson**

Pc DHS Board Members  
Menominee County BOC  
Menominee County DHS Office File

**NORTHPOINTE HEALTHCARE SYSTEMS BOARD OF DIRECTORS**

**Regular Monthly Meeting**

**MINUTES**

**715 Pyle Drive, Kingsford, MI**

**March 27, 2014 - 4:00 p.m.**

**CALL TO ORDER/ROLL CALL:**

Karen Raether, Board Chairperson, called the meeting to order at 4:00 p.m. Cindy Adrian, Administrative Assistant, conducted the roll call.

| <u>MEMBERS</u> | <u>Present</u> | <u>Excused<br/>Absent</u> | <u>Absent</u> | <u>MEMBERS</u>       | <u>Present</u> | <u>Excused<br/>Absent</u> | <u>Absent</u> |
|----------------|----------------|---------------------------|---------------|----------------------|----------------|---------------------------|---------------|
| Connors, Peggy | X              |                           |               | Martin, Ann          | X              |                           |               |
| DeDie, William |                | X                         |               | Negro, Mari          | X              |                           |               |
| Dehn, Janet    | X              |                           |               | Nelson, John         | X (4:20 pm)    |                           |               |
| Freeman, Peggy | X              |                           |               | Raether, Karen       | X              |                           |               |
| Hofer, Millie  | X              |                           |               | Spence, Christine    | X              |                           |               |
| Luhtanen, Joan | X              |                           |               | Zevitz, Michael, Dr. | X (4:05 pm)    |                           |               |

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

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

**PUBLIC COMMENTS** – No public comments

**APPROVAL OF THE CONSENT AGENDA:**

(Consent agenda items are being presented for review and action by a single vote without discussion. If a member believes that an item requires discussion, then a request is made to pull that one item from the Consent Agenda and to add it to the regular agenda as an item to be discussed).

- a. Approval of the Minutes-February 27, 2014 Regular Monthly Board Meeting
- b. Finance Committee Meeting Report-March 17, 2014
- c. Planning Committee Meeting Report-March 17, 2014

**ACTION:** The consent agenda was approved as presented.

**Motion by:** P. Connors, supported by J. Dehn. **Motion carried unanimously.**

**APPROVAL OF THE AGENDA:**

(Request for additional agenda items).

The were no additions to the agenda.

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

**Motion by:** A. Martin, supported by J. Luhtanen. **Motion carried unanimously**

M. Zevitz present - 4:05 p.m.

**PRESENTATION:** Healthy Living - Dale Schmeisser

Dale Schmeisser provided a Power Pointe presentation on nutrition services that are provided for Northpointe individuals, the dietary/nutrition training that is provided to staff, and what the role of the dietician is at Northpointe.

J. Nelson present- 4:20 p.m.

Mr. Schmeisser also provided a folder handout with information on “Enjoying the Taste of Eating Right”. Questions were addressed by Mr. Schmeisser.

**COMMITTEE MEETINGS - DAY/TIME**

Millie Hofer stated that in order to draw working Board members, that cannot take off work for committee meetings, the Board should accommodate them in order for them to attend committee meetings. Ms. Hofer further stated that committee meetings could be changed to a later time in the day for working members to attend them. Mari Negro stated that there is a lot missing in committee meeting minutes as she does not get the whole picture for issues

being discussed in committees if she is not a member on a committee, Ms. Negro also stated that she feels there should be two meetings a month, eliminate committee meetings, and eliminate educational presentations. Joan Luhtanen stated that before a consent agenda was implemented that committees were reported out in full at the Board meeting and now this is no longer done since a consent agenda was implemented. Peggy Connors also stated that when committees were previously reported on at a Board meeting that, at times, this opened the door for discussion on certain issues that were unclear to Board members who were not at that committee meeting. Discussion ensued. **ACTION:** A motion was made by P. Connors, supported by J. Luhtanen to continue with the committee meetings and Board meeting structure as is with adjustment of meeting times if needed.

**ROLL CALL VOTE:**

| MEMBERS        | YES | NO | MEMBERS              | YES | NO |
|----------------|-----|----|----------------------|-----|----|
| Connors, Peggy | X   |    | Martin, Ann          | X   |    |
| DeDie, William |     |    | Negro, Mari          |     | X  |
| Dehn, Janet    |     | X  | Nelson, John         |     | X  |
| Freeman, Peggy | X   |    | Raether, Karen       | X   |    |
| Hofer, Millie  |     | X  | Spence, Christine    | X   |    |
| Luhtanen, Joan | X   |    | Zevitz, Michael, Dr. |     | X  |

**Motion carried: 6 ayes; 5 nays.**

**CEO REPORT**

Karen Thekan stated that her March 2014 CEO Report was in Board packets; she provided the following updates and highlights:

**State/Federal Activity:**

- The supplement was passed to add General Fund (GF) dollars but everyone was told last week that there was going to be an \$88 million cut to GF dollars in the State of Michigan. Information was received today that the reduction in GF dollars, for the rest of this year, for Northpointe is approximately a \$530,000.00 decrease. Northpointe individuals that currently are GF individuals need to sign up for Healthy Michigan which goes into effect April 1 so the month of April will be crucial for Northpointe. Northpointe staff have been asked to prioritize, as of April 1, to assist individuals that do not have insurance to sign up for Healthy Michigan. Also, any individual with a spend-down, who does not have Medicare but is a Medicaid spend-down, has to go through the process of signing up for Healthy Michigan as spend-down limits are changing. Discussion ensued and miscellaneous questions were addressed by Ms. Thekan and Mr. Adrian.

**Regional Activity:**

- At the April 8 U.P. Community Mental Health (CMH) regional directors' meeting there is a luncheon scheduled with the regional CMH directors and the legislators.
- Julie Hautala, Gogebic CMH Director, will be retiring at the end of June.

**Local Activity:**

- Northpointe is advertising for a parent support partner in Iron River which is an off-shoot of peer support services. This position will help parents work with other parents with Serious Emotionally Disturbed (SED) children.
- Northpointe has sent out letters to all the families that receive Northpointe occupational therapy services in hopes to try and get the families more involved in their individual's OT service.
- A flyer inviting everyone to the open house for the Drop-In Center was provided to Board members.
- The Northpointe financial audit report was provided to Board members. Mr. Stotz, from Anderson Tachman, will be reviewing the audit report at the April Board meeting.
- The Northpointe Dickinson Dialectic Behavioral Therapy (DBT) team was reviewed today by the State reviewer regarding the fidelity to their model. DBT is an evidence based practice and the reviewer was very impressed with the Dickinson team and what they are doing. Northpointe's DBT services and team will be used as a "pilot" to look at the challenges that a rural area has.
- John Nelson asked if it was possible to have the State representatives attend a Northpointe Board meeting as when there is legislation that affects Northpointe it should be explained to them what their policies are doing. Ms. Thekan stated that she will invite the representatives to attend a Northpointe board meeting.

**NEW BUSINESS** -- No new business

## **UNFINISHED BUSINESS**

- General Fund and Additional Services – Tabled
- Board Per Diems

Karen Thekan stated that an e-mail was provided to Board members with Clark Hill's response regarding Board members becoming employees. Ms. Thekan stated that she is waiting for one further clarification regarding this issue. Discussion ensued and this agenda item will be tabled.

J. Dehn excused 5:25 p.m.

## **NORTHCARE REPORT**

- Karen Raether stated that work continues to be done to separate Pathways and NorthCare finances.
- Dr. Zevitz will provide the NorthCare Board meeting agendas and minutes to the Northpointe Board members for their information.
- Karen Thekan stated that she, along with Judy Brugman and Bill Slavin from NorthCare, attended a recent Dickinson County Commissioner meeting to provide information on the coordinating agency and integration of substance abuse into NorthCare. Ms. Brugman and Mr. Slavin will be attending an upcoming Iron County Commissioner meeting and have already attended a Menominee County Commissioner meeting to provide this same information.

## **CHAIRPERSONS REPORT - K. Raether**

- The Board Association spring conference is scheduled for May 19-21 in Dearborn, Michigan. Mary Wendt will send an e-mail to Board members to inform them of the deadline to sign up to attend the conference.
- There is a NorthCare Board meeting scheduled for April 9.
- Work continues on securing speakers for the Great Lakes fall conference.

## **BOARD PREROGATIVE/AMBASSADOR MOMENT**

- Joan Luhtanen stated that Northpointe is lucky to have Dale Schmeisser as an employee as he is very helpful with families and their individuals.

## **PUBLIC COMMENTS** – No public comments

## **ADJOURNMENT**

Chairperson Raether stated the meeting adjourned. Meeting adjourned at 5:35 p.m.

The next regular monthly Board meeting is scheduled for **Thursday, April 24, 2014** in Kingsford, Michigan at 4:00 p.m.

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Karen Raether, Chairperson

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Peggy Connors, Secretary

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Cindy Adrian, Administrative Assistant

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Mary Wendt, Board Secretary

Transcribed 3/27/14 Board meeting minutes  
from audio recording



MINUTES OF THE MEETING OF THE  
PINECREST BOARD OF TRUSTEES

|                                                     |                              |
|-----------------------------------------------------|------------------------------|
| Date: March 27, 2014                                | Place: Board Room            |
| Presiding: Gerald Smith, Chairperson                | Time: 2:00 p.m. Central Time |
| Recording Secretary: Lois Ball, Executive Secretary |                              |

Call to order: Chairperson Smith called the meeting to order at 2:00 p.m. Central Time.

Roll Call: Trustees Present: Gerald Smith, Elaine Boyne, Katie Driscoll, Barbara Oliver, Randall VanGasse, John Degenaer, Jr., Jeff Naser, Gary Eichhorn, Jan Hafeman. Also present, Darlene Smith, Interim Administrator.  
Trustees Absent: Debbi Springinsguth, Mary Harrington, Mary Bradley.

Leadership Team Members Present: Susan Williamson, Sharline Corrigan and Candace Meintz. Jessica Boucher, Kelly Bellmore

Guests: Terry Grondine, Laurie Britton, Amy Lantagne

| TOPIC                                 | DISCUSSION                                                                                                                                | OUTCOME                                                                                                                  |
|---------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------|
| Approval of the March 27, 2014 Agenda | Chairperson Smith stated that the audit report would be moved from number 8 ( c ) to number 3 on the Agenda, before the Financial Report. | A motion was made by Trustee VanGasse, supported by Trustee Eichhorn to add Election of Officers to the Agenda, under 7. |

|                                                                                    |                                                                                                                                              |                                                                                                                                                              |
|------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                                                                                    | Trustee Eichhorn noted that per the Board's By-Laws there should be an election of officers at this month's meeting.                         | Board Action Items/Resolutions, number 2, and to approve the agenda with this addition. Motion carried.                                                      |
| Board Action on Minutes of February 27, 2014 meeting                               | The minutes had been sent to Trustees for their review prior to this meeting.                                                                | A motion as made by Trustee Driscoll, supported by Trustee Hafeman, to approve the minutes as presented. Motion carried.                                     |
| Audit results from Plante and Moran                                                | Eric Conway from Plante and Moran, reviewed the 2013 Audit Report done for Pinecrest and Whispering Pines.                                   | A motion was made by Trustee Eichhorn, supported by Trustee Boyne, to approve the report as presented. Motion carried.                                       |
| Financial Statements for February, 2014                                            | Candace Meintz, CFO, reviewed the Financial Statements for February 2014.                                                                    | A motion was made by Trustee Hafeman, supported by Trustee Driscoll, to approve the Financial Statements as presented. Motion carried.                       |
| Board action on the February Manifest of Invoices                                  | The Manifest of Invoices had been mailed to Trustees prior to this meeting for their review.                                                 | A motion was made by Trustee VanGasse, supported by Trustee Driscoll, to approve the Manifest of Invoices as presented and to pay the bills. Motion carried. |
| Board Committee Reports<br>1. Bad Debt Write Offs<br>2. Election of Board Officers | There were no Bad Debt Write Offs presented this month.<br>A brief discussion was held on the practice of election of officers to the Board. |                                                                                                                                                              |

|                                                                        |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |                                                                                                                                                           |
|------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------|
|                                                                        | <p>Trustee Eichhorn nominated Barbara Oliver as Chairperson of the Board. Trustee Driscoll gave support to the motion. Trustee Eichhorn moved to close the nominations and cast a unanimous ballot for Barbara Oliver to be Chairperson. All in favor – aye, none opposed.</p> <p>Trustee Hafeman nominated Jeff Naser as Vice Chair. Support was given by Trustee Driscoll. Trustee Hafeman moved to close the nominations and cast a unanimous ballot for Jeff Naser to be Vice Chair. All in favor – aye, none opposed.</p> <p>Trustee Eichhorn nominated Elaine Boyne as Secretary. Support was given by Trustee Driscoll. Trustee Eichhorn then moved to close the nominations and cast a unanimous ballot for Elaine Boyne to be Secretary. All in favor – aye, none opposed.</p> <p>Trustee Naser thanked Chairperson Smith for taking us through some tough times and for all his good work.</p> |                                                                                                                                                           |
| <p>Unfinished and New Business:<br/>a) Report of Quality Assurance</p> | <p>Susan Williamson, Interim Director of Nursing, gave the monthly Quality Assurance report. She stated that we are working on our plan of correction and that we had had the best survey we'd had in 10-12 years. She also reported on the Resident Council meetings noting that we had had extra meetings during the month but the residents have liked the changes we have made and the Elders at the Groves had all kinds of suggestions.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                        | <p>A motion was made by Trustee Driscoll, supported by Trustee Oliver, to approve the Quality Assurance and Resident Council Reports. Motion carried.</p> |

|                                     |                                                                                                                                                                                                                                                                                                                                                                                            |                                                                                                                                 |
|-------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------|
| <p>b) Safety Committee</p>          | <p>Lois Ball reported that the Safety Committee had met during March. All incidents and accidents were reviewed. There were no major safety issues reported at this meeting.</p>                                                                                                                                                                                                           | <p>A motion was made by Trustee Naser, supported by Trustee Boyne, to approve the Safety Committee Report. Motion carried.</p>  |
| <p>c) Employee Health Insurance</p> | <p>Lois Ball reported that enrollment for the employee health insurance has ended and we are in the process now of getting the new insurance rolled out to the employees. She noted that the Facility has moved away from Blue Cross Blue Shield and has gone with Consumers Mutual Insurance, a new company.</p>                                                                          | <p>A motion was made by Trustee Hafeman, supported by Trustee Driscoll, to approve the report as presented. Motion carried.</p> |
| <p>d) Timber Management Report</p>  | <p>Trustee Naser reported that we are scheduled for a winter cut for 2015. He stated that Rory Mattson was to get a quote for surveying the property, but with the deep snow, we will wait until spring.</p>                                                                                                                                                                               |                                                                                                                                 |
| <p>Administrator's Report</p>       | <p>Mrs. Smith noted that each Board Member had received an invitation to the annual Volunteer's Banquet. It is scheduled for Thursday, April 24, 2014 – the day of the April Board Meeting. She noted that the Banquet will be held in the Multipurpose Room, the Whispering Pines meeting will be held here after that and then the Pinecrest Board Meeting will be held at 2:00 p.m.</p> |                                                                                                                                 |
|                                     | <p>Mrs. Smith asked the Board's permission to let bids for dairy products and for bread products for the year, noting that this had not been done for several years. Trustee VanGasse noted that milk suppliers are all owned by 1 company now. Terry Grondine, dietary</p>                                                                                                                |                                                                                                                                 |

|                                                           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |                                                                                                                                                                                         |
|-----------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                                                           | <p>aide, added that the Facility had been talking about purchasing by bulk.</p> <p>Mrs. Smith stated that the Facility would like to put the day care furniture up for sale and ask area day care centers to come in to see if we could sell these items. Trustee Boyne suggested that the items be grouped together and listed on Craig's List for sale.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             | <p>A motion was made by Trustee Driscoll, supported by Trustee Oliver, that the Facility has the ability to put out bids for milk and bread and the day care items. Motion carried.</p> |
| <p>Meetings and Conferences Attended</p>                  | <p>Mrs. Smith stated that she attended the Networking Meeting in Menominee. She Co-Chairs the Career Connections at the Job Force Board which helps us in hiring staff, it keeps health care on the list for help and for training.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |                                                                                                                                                                                         |
| <p>Closed Session to discuss Administrator's position</p> | <p>Chairperson Smith stated that there was no need for a closed session. Chairperson Smith stated that at the start of all of this, the Facility's attorney had been contacted and we were told that we could do one of two things: 1) promote from within or 2) go through the hiring process. Discussion was held. A motion was made by Trustee Boyne, supported by Trustee Driscoll, that Mrs. Smith be made Administrator. Trustee Hafeman asked Mrs. Smith if she was interested. Mrs. Smith accepted the position.</p> <p>After further discussion, Trustee VanGasse suggested that the Board look for direction to work for a contract. The Board discussed which Committee could work with Mrs. Smith to secure a contract and it was decided that the new Executive Committee, taking effect April 1<sup>st</sup>, would work with Mrs. Smith on a contract.</p> | <p>A motion was made by Trustee Eichhorn, supported by Trustee Driscoll, to approve the hiring of Darlene Smith as Administrator. Motion carried.</p>                                   |

|                 |                                                                                                                                                                                                                                                                                                                         |                                                                                                    |
|-----------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------|
| Public Comments | Laurie Britton stated that there was a rumor on the floors that Emergency Managers were coming in. The Board Members responded with Chairperson Smith stating that, no, that was not happening. Trustee VanGasse explained the roll of Emergency Managers, and noted that we are not even close to having them come in. |                                                                                                    |
| Adjournment     | The meeting adjourned at 3:29 p.m.                                                                                                                                                                                                                                                                                      | A motion was made by Trustee Eichhorn, supported by Trustee Degenauer, to adjourn. Motion carried. |

Mary Bradley, Secretary

Elaine Byrne

Darlene Smith, Administrator

Darlene Smith, Adm.

The Menominee County Board of Road Commissioners held a regular meeting in their offices north of Stephenson on Tuesday, April 8, 2014.

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

Present: William Anderson, Roger Betzinger, Anthony Kakuk, Darrell Moilanen and Lisa Savord. Also present were Gerald Piche, Chuck Behrend, Larry Barker and David Wesoloski.

Absent: None.

The Pledge of Allegiance was recited.

Public comments – None.

Public appearances – None.

Additions/corrections to minutes of 03/11/14, 03/13/14 and 03/31/14 –There being no additions or corrections, Anderson declared that the minutes will stand as written.

Financial Report –

|                                                               | Receipts   | Expenditures | Payables / Reserves | Balances       |
|---------------------------------------------------------------|------------|--------------|---------------------|----------------|
| Balance, March 10, 2014                                       |            |              |                     | \$1,565,099.71 |
| Receipts thru 03/31/14                                        | 94,977.17  |              |                     |                |
| Expenditures thru 03/31/14                                    |            | 183,469.63   |                     |                |
| Balance, March 31, 2014                                       |            |              |                     | 1,476,607.25   |
| Michigan Transportation Funds                                 | 356,039.18 |              |                     |                |
| Receipts thru 04/07/14                                        | 229,824.38 |              |                     |                |
| Expenditures thru 04/07/14                                    |            | 93,358.87    |                     |                |
| State Maint. & Equip. Advances                                |            |              | 128,438.00          |                |
| Balance, April 7, 2014                                        | 680,840.73 | 276,828.50   | 128,438.00          | 1,840,673.94   |
| <u>Payables &amp; Reserves</u>                                |            |              |                     |                |
| Payroll 04/10, and 04/24 (Est.)                               |            |              | 125,000.00          |                |
| Soc. Sec. 04/10 and 04/24 (Est.)                              |            |              | 9,562.50            |                |
| Reserve for workers compensation insurance                    |            |              | 14,000.00           |                |
| Reserve for liability insurance                               |            |              | 143,691.96          |                |
| Reserve for rental grader lease (Dec 2009)                    |            |              | 18,261.53           |                |
| Reserve for rental grader leases (Oct 2010)                   |            |              | 128,018.34          |                |
| Reserve for design of CR 358 (US41 to K-1 Road)               |            |              | 325.00              |                |
| Reserve for Forest Funds                                      |            |              | 161,015.11          |                |
| Reserve RR X'ing closure funds for Nadeau Twp. projects       |            |              | 123,250.00          |                |
| Reserve for design of Pach Lane bridge                        |            |              | 6,000.00            |                |
| Reserve for Hannahville 2% funds-crack filling machine rental |            |              | 18,862.50           |                |
| Reserve for 2013 Federal Aid match                            |            |              | 30.96               |                |
| Reserve for 2014 Federal Aid Match                            |            |              | 53,302.80           |                |
| Reserve for Construction Engineering on River Drive project   |            |              | 29,003.71           |                |
| Reserve for Capital Outlay - Equipment                        |            |              | 18,634.00           |                |
| Reserve for Capital Outlay - Boiler replacement               |            |              | 55,000.00           | (903,958.41)   |
|                                                               |            |              |                     | \$ 936,715.53  |

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

Vouchers # 14-0031, 14-0032, 14-0331, and 14-0034 – Moved by Kakuk, seconded by Betzinger that the vouchers be approved and ordered paid. Carried unanimously.

Open bids for culverts - Bids were opened and read aloud as follows:

UP Concrete Pipe, Escanaba, MI

Total bid \$78,200.00

|                                             |                        |
|---------------------------------------------|------------------------|
| Jenson Bridge & Supply, Sandusky, MI        | No Bid Submitted       |
| St. Regis Culvert, Inc., Charlotte, MI      | Total bid \$104,071.50 |
| Contech Construction Products, Kimberly, WI | Total bid \$76,882.00  |

Moved by Kakuk, seconded by Betzinger to have the bids tabulated and checked for irregularities, with the award to be made at an upcoming meeting. Carried unanimously.

Open bids for emulsion - Bids were opened and read aloud as follows:

|                                         |               |
|-----------------------------------------|---------------|
| Flint Hills Resources LP, St. Paul, MN  | \$2.55/gallon |
| Terry Asphalt Materials, Inc., Alma, MI | \$2.60/gallon |

Moved by Betzinger, seconded by Kakuk to award to the low bidder, Flint Hills Resources, LP; pending tabulation of the bids. Carried unanimously.

Act on Resolutions for Local Bridge Program applications -

Commissioner Kakuk offered the following resolution and moved for its adoption.

IN AS MUCH AS, funds are available for the replacement or rehabilitation of bridges through the Local Bridge Program;

AND IN AS MUCH AS, the Menominee County Road Commission has a bridge on No. 10 Road over the Little River which is need of replacement;

NOW THEREFORE BE IT RESOLVED, that the Menominee County Road Commission is actively seeking participation for the replacement of the bridge and an application be prepared for that purpose.

Seconded by Commissioner Anderson and carried by the following vote: Ayes 3; Nays 0.

Commissioner Anderson offered the following resolution and moved for its adoption.

IN AS MUCH AS, funds are available for the replacement or rehabilitation of bridges through the Local Bridge Program;

AND IN AS MUCH AS, the Menominee County Road Commission has a bridge on No. 29 Road over Devils Creek which is need of replacement;

NOW THEREFORE BE IT RESOLVED, that the Menominee County Road Commission is actively seeking participation for the replacement of the bridge and an application be prepared for that purpose.

Seconded by Commissioner Kakuk and carried by the following vote: Ayes 3; Nays 0.

Commissioner Betzinger offered the following resolution and moved for its adoption.

IN AS MUCH AS, funds are available for the replacement or rehabilitation of bridges through the Local Bridge Program;

AND IN AS MUCH AS, the Menominee County Road Commission has a bridge on No. 5 Road over the Little River which is need of replacement;

NOW THEREFORE BE IT RESOLVED, that the Menominee County Road Commission is actively seeking participation for the replacement of the bridge and an application be prepared for that purpose.

Seconded by Commissioner Kakuk and carried by the following vote: Ayes 3; Nays 0.

Commissioner Anderson offered the following resolution and moved for its adoption.

IN AS MUCH AS, funds are available for the replacement or rehabilitation of bridges through the Local Bridge Program;

AND IN AS MUCH AS, the Menominee County Road Commission has a bridge on Deer Park Drive over Little River which is need of replacement;

NOW THEREFORE BE IT RESOLVED, that the Menominee County Road Commission is actively seeking participation for the replacement of the bridge and an application be prepared for that purpose.

Seconded by Commissioner Kakuk and carried by the following vote: Ayes 3; Nays 0.

Discuss request from U.P. Engineers & Architects, Inc. for additional payment for the CR358 project design – Moilanen explained that since the original RFP had been awarded, the MDOT had changed the requirements for using Federal Aid and those changes have resulted in the design of the project to be broken down into two phases for the purpose of getting the funds allocated, and then combined back into one project for the bid process, which resulted in additional work for the engineering design. Moved by Betzinger, seconded by Kakuk to allow an additional payment of \$2,500 be made to U.P Engineers & Architects for additional services performed. Carried unanimously.

Any other business – Moilanen advised the board that a market study had been performed for the Pach Lane Bridge easements. The last time such a study had been done was in 2008 and it had been determined at that time that the fee paid for easements would be \$1,500 per acre, with a \$250 minimum. The new market study showed the fair price to be \$832 - \$1,500 per acre. Moved by Betzinger, seconded by Kakuk to continue with the current fee schedule of \$1,500 per acre, with a \$250 minimum. Carried unanimously.

Moilanen stated that an invoice had been received for \$6,395.00 for the annual CRAM Membership Service Fee for the period from April 1, 2014 – March 31, 2015. Moved by Anderson, seconded by Kakuk to pay the invoice and continue membership in CRAM. Carried unanimously.

Moilanen advised the board that a Small Urban meeting had been held and that Ken Goffin, Menominee Township Supervisor, had asked that No. 2 Road, from the city limit to CR 577 be added to the list of priorities.

Betzinger asked how the rented steamers were working out. Moilanen replied that they had been running them steady with good results, but that a steel reinforced hose had to be purchased as the regular hoses did not hold up on bent or broken culverts with jagged edges. It was also noted that the old Menominee and Stephenson steamers had been scrapped.

Gerald Piche asked if the road commission would steam culverts on private property. Moilanen stated that they did not, but could refer individuals to the vendor that provides the rented steamers.

Mr. Piche also thanked the road commission for supporting the 3-Way Road Funding program.

Public Comments – David Wesoloski asked if the Small Urban grant application was between the city and the road commission. Moilanen responded that both were involved and that the maximum grant amount is \$375,000.

Larry Barker asked when the Bay de Noc Road project would be started. Moilanen replied that it would be as soon as possible following weight restrictions being lifted. It was noted that Menominee Township wanted a 2 inch surface and that they may use cold mix instead of hot mix asphalt. Betzinger asked if there were more trees that needed to be cut. Moilanen stated that there were more on the southern of the project to be cut and also some culverts to be replaced.

Closed session to discuss Teamsters Local 406 wage reopener proposal – Moved by Betzinger, seconded by Kakuk to move to closed session at 9:37 a.m. Carried unanimously.

Gerald Piche, Chuck Behrend, Larry Barker and David Wesoloski left the meeting at this time.

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Moved by Betzinger, seconded by Kakuk to return to open session at 9:58 a.m.

Moved by Kakuk, seconded by Betzinger to decline the Teamsters Local 406 proposal as submitted and to authorize Moilanen to continue with negotiations. Carried unanimously.

There being no further business, Anderson declared the meeting adjourned at 10:00 a.m.

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Road Commission Finance Director / Clerk

Chair

The Menominee County Board of Road Commissioners held a special meeting in their offices north of Stephenson on Thursday, April 17, 2014.

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

PRESENT: Roger Betzinger, Anthony Kakuk, Darrell Moilanen and Lisa Savord. Also present was Glen Havelka.

ABSENT: William Anderson (excused)

The Pledge of Allegiance was recited.

Public comments - None

Public appearances – None

Award bid for 2014 culvert needs – Moved by Kakuk, seconded by Betzinger to award to the low bidder Contech Construction Products, Inc., Kimberly, WI and to UP Concrete Pipe for as needed pipes. Carried unanimously.

Sign agreement with CN Railroad to receive 35.5 Road railroad crossing closure funds – Moved by Kakuk, seconded by Betzinger to sign the agreement. Carried unanimously.

Any other business – Moilanen asked for permission to bid out the pulverizing of Bay de Noc Drive and LaBelle Road. Moved by Betzinger, seconded by Kakuk to grant permission. Carried unanimously.

Moilanen explained that LTAP is offering a training for grader operators. The cost is \$500 per day for up to 4 employees. Moved by Kakuk, seconded by Betzinger to allow Moilanen to schedule up to two days of training. Carried unanimously.

Moilanen advised the board that he had received a call from Ed Noyola, CRAM Deputy Director, regarding legislation that is currently being proposed that would increase road funding by \$500 million. Mr. Noyola stated that even though the proposed increased funding would not be enough to cover all the road funding needs, CRAM would like the county road commissions to support the proposal as a good starting point.

Moilanen stated that the road commission had been approached by interested contractors that want to purchase the old crusher parts. Two different quotes had been received as follows:

Iron City Enterprises:

|                             |                                       |
|-----------------------------|---------------------------------------|
| Power Unit:                 | Exchange for 1000 tons crushed gravel |
| List of other usable parts: | \$1,000.00                            |

Havelka Construction:

|                             |            |
|-----------------------------|------------|
| Power Unit:                 | \$3,000.00 |
| List of other usable parts: | \$1,500.00 |

Havelka Construction would also want to purchase the remaining crusher unit for \$185.00 per ton for salvage/parts.

Noting that the current salvage rate is \$180.00/ton, it was moved by Kakuk, seconded by Betzinger to accept Havelka Construction's offer to purchase the power unit, other usable parts and the remaining crusher unit for salvage. Carried unanimously.

Moilanen asked for permission to hire an engineering firm, if needed, for the design of projects. Moved by Betzinger, seconded by Kakuk to grant permission. Carried unanimously.

Moilanen advised the board that he would be meeting with representatives of Teamsters Local 406 on Thursday, April 24, 2014 to continue negotiations of the wage reopener.

Kakuk stated that he had been approached regarding the speed limit on M-35 near the Cedarville

Township Hall and fire department. They would like to see the speed limit reduced from 55 MPH to 45 MPH in that area, and also about the speed on US41 in Wallace in the area of the caution light. Moilanen advised that the township supervisors should make a request in writing to have these issues looked at. The requests will be forwarded to MDOT for their response. Betzinger noted that MDOT had done a study several years ago for the Wallace location and they had determined at that time that a change in the speed was not needed. Betzinger also stated that on Hannahville Road, near the medical clinic, there is a 45 MPH sign and then a 35 MPH sign within a 100 feet. The speed study done on this road states the speed limit should be at 45 MPH, but Hannahville Indian Community may have posted it to 35 MPH due to their new subdivision.

Betzinger inquired about the dates for upcoming meetings. Moilanen replied that the CRASIF/MCRCSIP Safety meeting will be in Escanaba on the morning of April 23, 2014. There is a meeting at the Hermansville Community Center on April 28, 2014 at 9:30 a.m. to discuss the Three Way Road Funding program.

Moilanen asked Glen Havelka when he planned on picking up the crusher parts and salvage. Mr. Havelka will pick up the parts the week of April 21<sup>st</sup> and the salvage once the road restrictions are lifted. Mr. Havelka stated the purchase will be tax exempt and he will provide an exemption certificate to Savord. Savord will issue an invoice for the purchases.

Public Comment – None.

There being no further business, Betzinger declared the meeting adjourned at 9:31 a.m.

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Finance Director/Clerk

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Chair

*Approved*  
*4/17/2014*

## U.P. State Fair Authority Board Meeting

### Minutes

March 14, 2014  
12:00 p.m. ET

Escanaba, MI

---

#### Members Present:

Micky Rondeau, *Alger Cty*  
Daune Smith, *Baraga Cty*  
Jake Campbell, *Chippewa Cty*  
David Rivard, *Delta Cty*  
Henry Wender, *Dickinson Cty*  
James Gale, *Houghton Cty*  
Gary Burk, *Iron Cty*  
Phyllis French, *Luce Cty*  
Calvin McPhee, *Mackinac Cty*  
Chuck Bergdahl, *Marquette Cty*  
Janis Linderoth, *Menominee Cty*  
James Altenburg, *Ontonagon Cty*  
Ann Harrington, *Schoolcraft Cty*  
Dave Anthony, *Hannahville*

#### Members Absent:

Dan Siirila, *Gogebic Cty*  
Joe Langdon, *Keweenaw Cty*

#### Agent Staff & Guests:

Jonathan Mead, UPCAP (Administrative Agent/Secretary)  
Vickie Micheau, Delta County Chamber of Commerce (Management Agent)  
Tracy Lektzian, UPCAP  
Sheila Krueger, Delta County Chamber of Commerce  
John Kositzky, Delta County Chamber of Commerce  
Skip Dufour, Steam & Gas  
Joe Cilc, Steam & Gas  
Tom DuBord, UPIR  
Robert Mitchell, Jr. Market Livestock  
Laci Mitchell, Jr. Market Livestock  
John Lewandowski, Delta County Chamber of Commerce

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#### 1. Call to order / roll call

Chairman Campbell called the meeting to order at 12:25 p.m. ET. Roll call is recorded above.

**2. Public Comment**

Laci Mitchell requested to be added to the agenda to talk about the Golden Fork Award.

**3. Adoption of Agenda**

**Motion by Bergdahl, supported by Anthony to approve the agenda with the following addition: Add Laci Mitchell under old business/new business. Motion carried.**

**4. Approval of Minutes from December, 2013**

**Motion by Smith, supported by Harrington to approve the minutes of the December 5, 2013 Meeting. Motion carried.**

**5. Election of Officers**

Ms. French presented the 2014 Slate of Nominees to the UP State Fair Authority Executive Committee. Terms are for two years.

Chair: Dave Rivard / Chuck Bergdahl

Vice Chair: Janice Linderoth / Chuck Bergdahl

Treasurer: Ann Harrington

Trustees: Jake Campbell, Phyllis French and Jim Gale

Mr. Campbell asked Authority members if there were any other nominations for position of Chair. There were none. Authority members were passed out a ballot to vote for position of Chair. After ballots were counted, the majority of votes went to Mr. Bergdahl for the position of Chair.

**Motion by Campbell, supported by McPhee, to approve the following list of officers: Chair – Chuck Bergdahl; Vice Chair – Janice Linderoth; Treasurer – Ann Harrington; Trustees: Dave Rivard, Jake Campbell, Phyllis French and Jim Gale. Motion carried.**

**6. Treasurer's Report**

Ms. Harrington reviewed the balance sheet and profit and loss statements.

**Motion by Campbell, supported by Anthony, to approve the Treasurer's Reports and place on file. Motion carried.**

## **7. Management Agent Report**

Ms. Micheau had a meeting with a group of Veteran's who are organizing the Veteran's Recognition Day during the fair. They would like the Authority to consider offering free gate admission until 12:00 p.m. on Veteran's Day for anyone who is active or retired military.

Ms. Micheau discussed the process of hiring of two new individuals to work on the facility and grounds. John Kositzky has been hired as the new Facilities Manager. He is also a licensed contractor. Dave Jensen has been hired as the new Event and Activities Coordinator.

Exhibitors / Livestock Entries – Ann Harrington stated that pre-entry for steers is due now. Registrations are at 96 this year down from 109 last year.

Premium Book – all recommended changes are included in your packets. Advertising sales is going well. The Management Agent has applied for a grant to help print the book.

This year the Management Agent has lined up more corporate sponsors for the fair. In turn, we would give them something in exchange. They could offer customer appreciation during their day of the fair.

Another splash hot tub give away will take place for the fifth year. This year tickets will be sold for a chance to win.

## **8. Old Business / New Business**

### Golden Fork Award – Laci Mitchell, Jr. Livestock Board

Laci Mitchell is the Vice President of the Junior Market Livestock Board. She stated that she came across this Golden Fork Award while working in the office over the summer. This award is judged on the cleanliness and neatness of pens, animals, aisles and attitudes/knowledge of exhibitors. Ms. Mitchell is looking for 3 volunteer judges to judge the lamb barn, swine barn and the goat barn Monday and Friday of the fair. The award will be awarded to the winning barn on Friday afternoon and the fork will be displayed the following year outside that barn.

Jim Gale, Phyllis French and James Altenburg volunteered to judge the barns.

### Veteran's Day / Military Appreciation

Vickie Micheau stated that on Thursday at the fair will be Governor and Veteran's Day. Suggestion is to offer all veterans a free gate admission.

**Motion by Gale, supported by Altenburg, to offer veterans free gate admissions all day to all active, retired and disabled military that provide some form of ID. Motion carried.**

#### Skerbeck Carnival Contract

Vickie Micheau stated that the current contract expires in November of 2014. Recommendation to extend current agreement for another 5 years.

**Motion by Campbell, supported by French, to extend the contract with Skerbeck Carnival for a further 5 years. Contract to be identical to current contract with only change being contract dates: November 2014 through November 2019. Motion carried.**

#### Premium Book Changes

Vickie Micheau referred to the handouts outlining changes to the Premium Book. All recommendations are outlined in "red" in handout:

##### **Premium Book**

- Cattle coming from downstate be tested for TB, pending UPSF Authority approval
- All livestock are to be housed inside appropriate barn
- Maximum weight set for hogs
- No livestock housed on the fairgrounds prior to 8:00 a.m. on Sunday, August 10<sup>th</sup>
- Market animals are subject to random DNA testing
- An injured exhibitor may have assistance showing an animal with permission of superintendent
- Identifiable Fraud: "period of time to be determined"

##### **Campground Rules**

- Campground rules: Vehicles parked without parking pass "will" be subject to impound and towing fees
- Campground rules: Unauthorized motor vehicles "will" be subject to impound and towing fees

##### **Jackpot Market Beef Class**

- Just changed how we will pay this out – 1<sup>st</sup> thru 4<sup>th</sup> place
- Carcass champions will be announced immediately following the market class

##### **Beef Cattle, Junior Show**

- Beef Jr. Show - "free choice" grooming
- Change #11 – "Classes of steers will be determined on the basis of weight, starting with the lightest class judged 1<sup>st</sup>...."

**Motion by Burk, supported by French, to accept changes as presented with the addition/change to #11 under Beef Cattle, Junior Show. Motion carried.**

Update on Audit

Mr. Mead stated that the Authority has retained the services of Schneider Larche and Haapala to prepare the audit. Should have ready by June meeting.

Update – 8 point Marketing

Ms. Micheau stated that recently she sent them an e-mail asking a few more questions. At this point, she has not heard back from them.

Delta County Correspondence

Mr. Mead stated that the Delta County Board of Commissioners sent a letter asking the Authority to change bylaws to allow for alternates. After discussion, the Authority decided to take no action.

9. Board Comments

Mr. Wender expressed an interest in being on the Livestock Advisory Committee. Ann Harrington stated they would take a look at the Committee rules.

10. Next Meeting

Our next meeting is April 17<sup>th</sup> @ the Casino. This will be the media reception.

11. Adjournment

**Motion by Campbell, supported by Burk, to adjourn. Motion carried. The time was 2:20 p.m. ET**

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Jonathan Mead, Administrative Agent/ Secretary  
U.P. State Fair Authority

## MENOMINEE COUNTY BOARD OF COMMISSIONERS DISCUSSION ITEM

|                                                                                                                                                                                                                                                                                                                                                                                                                                                            |                               |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------|
| <b>SUBJECT:</b>                                                                                                                                                                                                                                                                                                                                                                                                                                            | <b>Fair Manager Agreement</b> |
| <b>DEPARTMENT:</b>                                                                                                                                                                                                                                                                                                                                                                                                                                         | <b>Administration</b>         |
| <b>ATTACHMENTS:</b>                                                                                                                                                                                                                                                                                                                                                                                                                                        | <b>Yes</b>                    |
| <b>SUMMARY:</b>                                                                                                                                                                                                                                                                                                                                                                                                                                            |                               |
| <p>Because of a shift of employees, the Fair manager position is currently vacant. Admin. Bousley would like to advertise this position as a contracted position under the Administration Department for this year...and re-evaluate the fair manager position at a later date. Payment for the contracted position will be \$3,500 from June 2, 2014 to September 5, 2014. Payment can be taken from the MSU - MOA contractual account 101-261-801.00</p> |                               |
| <b>RECOMMENDED MOTION</b>                                                                                                                                                                                                                                                                                                                                                                                                                                  |                               |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                            |                               |

Submitted by:     **Brian Bousley**    

    **05/22/2014**      
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> |
|                          |                                               |

## Fair Manager Agreement

This agreement for Fair Manager is, entered into on \_\_\_\_\_, 2014 between the COUNTY OF MENOMINEE, through its Board of Commissioners (hereinafter referred to as "Menominee County"), and \_\_\_\_\_ (hereinafter referred to as the "Fair Manager").

**FOR AND IN CONSIDERATION** of the mutual covenants hereinafter contained, **IT IS HEREBY AGREED** to between the parties as follows:

1. Duties. As outline in the Fair Manager Job Description (attachment A.)
2. Term of Employment. This Agreement between Menominee County and Fair Manager shall commence on June 2, 2014 (or shortly thereafter) and shall be in effect until September 5, 2014. The Contract may be terminated by the either party by providing the other party with a thirty (30) day written notice.
3. Return of Property. Upon termination of contract, all documents, correspondence, files, papers or property of any kind, in all type or nature pertaining to the Menominee County, which the Fair Manager may have in his/her possession or control shall be returned and a signed statement verifying return of such property shall be executed.
4. Compensation. Menominee County shall pay the Fair Manager \$3,500. The payments will be paid out as follows: \$875 on June 20, 2014, \$875 on July 18, 2014, \$875 on August 15, 2014 and final payment of \$875 on September 5, 2014.
5. Menominee County will provide:
  - A. Use of Menominee County Vehicle for fair related travel. (Fuel to be paid for from the Fair Budget.) Approval from the County Administrator must be obtained prior to use of the county vehicles.
  - B. Computer work station/internet, copier and telephone at the County Annex located in Stephenson, MI.
6. Modification of Contract. Modifications, amendments, or waivers of any provisions of this Contract may be made only by the written mutual consent of the parties hereto.
7. Invalid Provisions. If any provision of this Contract is held to be invalid, the remainder of the Contract shall not be affected thereby, except where the invalidity of the provision would result in the illegality and/or enforceability of this Contract.

**IN WITNESS WHEREOF**, the parties have fully executed this Contract on the day and year written.

**IN THE PRESENCE OF:**

**COUNTY OF MENOMINEE**

**Fair Manager**

\_\_\_\_\_  
Menominee County Board Chair

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Menominee County Administrator

\_\_\_\_\_  
Signature

**DATE:**

**DATE:**

\_\_\_\_\_

\_\_\_\_\_

## Menominee County, Michigan Position Description

Title: Menominee County Fair Manager  
Department: Menominee County Administration  
Date: May 2014

### Purpose of Position

Coordinate, prepare and supervise the Menominee County Fair

### Essential Duties and Responsibilities

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

- Prepare Fair Board meeting agendas; invite all members, attend all fair meetings and answer any questions members or media may have in reference to the County Fair.
- Coordinates the Fair marketing plan; designs flyers, brochures, posters and signs; plans Fair budget and writes grant applications to obtain funding; hires entertainers, judges & concession providers.
- Maintains and updates files and databases; materials, files, data, and pamphlets for fair.
- Performs bookkeeping functions; receives and records payments and issues receipts; prepares bank deposits.
- Edits and coordinates printing of newsletter; writes articles for Fair premium book and designs cover. Designs forms, letterheads, invoices, contracts or logs as needed.
- Performs other related functions as assigned or required.

### Minimum Training and Experience Required to Perform Essential Job Functions

High school diploma or equivalent or a related field and two years of related experience or any combination of education and experience that provides equivalent knowledge, skills and abilities.

Knowledge of QuickBooks accounting software a plus

### Physical and Mental Abilities Required to Perform Essential Job Functions

#### Language Ability and Interpersonal Communication

- Requires the ability to perform basic level of data analysis including the ability to review, classify, categorize, prioritize and/or reference data, statutes and/or guidelines and/or group, rank, investigate and diagnose. Requires discretion in determining and referencing such to established standards to recognize interactive effects and relationships.
- Requires the ability to persuade, convince, influence, train and monitor, in favor of a desired outcome.

- Requires the ability to act as a lead person.
- Requires the ability to utilize a variety of reference, descriptive and/or advisory data and information such as reports, brochures, press releases, invoices, receipts, handbooks, databases, procedures, guidelines and non-routine correspondence.
- Requires the ability to communicate orally and in writing with the County Administrator and all extension personnel, clients, vendors, Fair personnel and the public.

**Mathematical Ability**

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

**Physical Requirements**

- Requires the ability to operate, calibrate, tune and synchronize, and perform complex rapid adjustment on equipment, machinery and tools such as a computer and other office machines, video equipment, and/or related materials used in performing essential functions.
- Ability to coordinate eyes, hands, feet and limbs in performing skilled movements such as rapid keyboard use.
- Tasks involve the ability to exert light physical effort in sedentary to light work, but which may involve some lifting, carrying, pushing and pulling of objects weighing five to ten pounds.
- Requires the ability to recognize and identify similarities or differences between characteristics of colors, shapes and sounds associated with job related objects, materials and tasks.

**Environmental Adaptability**

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

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

\_\_\_\_\_  
Employee's Signature

\_\_\_\_\_  
Supervisor's Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

## MENOMINEE COUNTY BOARD OF COMMISSIONERS DISCUSSION ITEM

|                                                                                                                                                                                                                                                     |                                                                                                         |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------|
| <b>SUBJECT:</b>                                                                                                                                                                                                                                     | <b>Resolution 2014-12 ~ Acceptance of Terms of DNR Grant for Stoney Point Boat Launch Improvements.</b> |
| <b>DEPARTMENT:</b>                                                                                                                                                                                                                                  | Administration                                                                                          |
| <b>ATTACHMENTS:</b>                                                                                                                                                                                                                                 | Yes                                                                                                     |
| <b>SUMMARY:</b>                                                                                                                                                                                                                                     |                                                                                                         |
| <p>Menominee County is receiving a grant from the DNR for improvements at Stoney Point Boat Launch. The amount of the grant is \$25,000 minus the 25% County match of \$6,300 or \$18,700 of grant funding for improvements to the Boat Launch.</p> |                                                                                                         |
| <b>RECOMMENDED MOTION</b>                                                                                                                                                                                                                           |                                                                                                         |
|                                                                                                                                                                                                                                                     |                                                                                                         |

Submitted by:       **Brian Bousley**      

      **05/22/2014**        
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 – Where the best of Michigan begins"*

## MENOMINEE COUNTY BOARD OF COMMISSIONERS

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

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

### MENOMINEE COUNTY RESOLUTION 2014 – 12

#### Acceptance of terms of DNR Grant for Stoney Point Boat Launch Improvements

**Be It Resolved**, that the Menominee County Board of Commissioners, does hereby accept the terms of the Agreement as received from the Michigan Department of Natural Resources, and that the Menominee County Board of Commissioners does hereby specifically agree, but not by way of limitation, as follows:

1. To appropriate all funds necessary to complete the project during the project period and to provide six thousand three hundred dollars (\$6,300) to match the grant authorized by the DEPARTMENT.
2. To maintain satisfactory financial accounts, documents and records to make them available to the DEPARTMENT.
3. To construct the project and provide such funds, services, and materials as may be necessary to satisfy the terms of said Agreement.
4. To regulate the use of the facility constructed and reserved under this Agreement to assure the use thereof by the public on equal and reasonable terms.
5. To comply with any and all terms of said Agreement including all terms not specially set for in the foregoing portions of this RESOLUTION.

The following aye votes were recorded: \_\_\_\_\_

The following nay votes were recorded: \_\_\_\_\_

I, Marc Kleiman, Clerk of Menominee County, Michigan, do hereby certify that the above is a true and correct copy of the Resolution relative to the Agreement with the Michigan Department of Natural Resources, which Resolution was adopted by the Menominee County Board of Commissioners at a meeting held on June 10, 2014.

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

\_\_\_\_\_  
Date

*Bernie Lang    Charlie Meintz - Chairperson    Larry Schei - Vice Chairperson    James Furlong  
Doug Krienke    John Nelson    Chris Plutchak    Gerald Piche    Jan Hafeman*



**MICHIGAN NATURAL RESOURCES TRUST FUND  
DEVELOPMENT PROJECT AGREEMENT**

**Project Number: TF13-075**

**Project Title: Stoney Point Rehabilitation**

This Agreement is between the Michigan Department of Natural Resources for and on behalf of the State of Michigan ("DEPARTMENT") and the **COUNTY OF MENOMINEE** ("GRANTEE"). The DEPARTMENT has authority to issue grants to local units of government for the development of public outdoor recreation facilities under Part 19 of the Natural Resources and Environmental Protection Act, Act 451 of 1994, as amended. The GRANTEE has been approved by the Michigan Natural Resources Trust Fund (MNRTF) Board of Trustees (BOARD) to receive a grant. In PA 114 of 2014, the Legislature appropriated funds from the MNRTF to the DEPARTMENT for a grant-in-aid to the GRANTEE. As a precondition to the effectiveness of the Agreement, the GRANTEE is required to sign the Agreement and return it to the DEPARTMENT with the necessary attachments by **June 18, 2014**.

1. The legal description of the project area (APPENDIX A); boundary map of the project area (APPENDIX B); and Recreation Grant application bearing the number **TF13-075** (APPENDIX C) are by this reference made part of this Agreement. The Agreement together with the referenced appendices constitute the entire Agreement between the parties and may be modified only in writing and executed in the same manner as the Agreement is executed.
2. The time period allowed for project completion is the date of execution by the DEPARTMENT **through April 30, 2016**, hereinafter referred to as the "project period." Requests by the GRANTEE to extend the project period shall be made in writing before the expiration of the project period. Extensions to the project period are at the discretion of the DEPARTMENT. The project period may be extended only by an amendment to this Agreement.
3. This Agreement shall be administered on behalf of the DEPARTMENT through Grants Management.
  - a. All reports, documents, or actions required of the GRANTEE shall be submitted to the MiRecGrants website unless otherwise instructed by the DEPARTMENT. Project Agreements and Amendments to them shall be sent by regular mail to:

MICHIGAN NATURAL RESOURCES TRUST FUND  
GRANTS MANAGEMENT  
MICHIGAN DEPARTMENT OF NATURAL RESOURCES  
PO BOX 30425  
LANSING MI 48909-7925

b. The GRANTEE'S representative for this project is:

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

Mailing Address: \_\_\_\_\_

Phone Number: \_\_\_\_\_ FAX: \_\_\_\_\_

E-mail Address: \_\_\_\_\_

- c. All notices, reports, requests or other communications from the DEPARTMENT to the GRANTEE shall be sufficiently given when addressed and sent as indicated above. The DEPARTMENT and the GRANTEE may by written or electronic notice designate a different address to which subsequent notices, reports, requests, or other communications shall be sent.
4. The words "project area" shall mean the land and area described in the attached legal description (APPENDIX A) and shown on the attached boundary map (APPENDIX B).
5. The words "project facilities" shall mean the following individual components, as further described in APPENDIX C.

Boat Pad Removal and Replacement  
Grading and Graveling of Parking Lot  
Concrete Parking Spot and Access Pad

6. The DEPARTMENT agrees as follows:
- a. To grant to the GRANTEE a sum of money equal to **Seventy-Five (75%) percent of Twenty-Five Thousand (\$25,000.00) dollars**, which is the total eligible cost of construction of the project facilities including engineering costs, but in any event not to exceed **Eighteen Thousand Seven Hundred (\$18,700.00) dollars**.
- b. To grant these funds in the form of reimbursements to the GRANTEE for eligible costs and expenses incurred as follows:
- i. Payments will be made on a reimbursement basis at **Seventy-Five (75%) percent** of the eligible expenses incurred by the GRANTEE up to 90% of the maximum reimbursement allowable under the grant.
- ii. Reimbursement will be made only upon DEPARTMENT review and approval of a complete reimbursement request submitted by the GRANTEE on a form provided by the DEPARTMENT which includes an expenditure list supported by documentation as required by the DEPARTMENT, including but not limited to copies of invoices,

cancelled checks, and/or list of force account time and attendance records.

- iii. The DEPARTMENT shall conduct an audit of the project's financial records upon approval of the final reimbursement request by DEPARTMENT staff. The DEPARTMENT may issue an audit report with no deductions or may find some costs ineligible for reimbursement.
- iv. Final payment will be released upon completion of a satisfactory audit by the DEPARTMENT and documentation that the GRANTEE has erected an MNRTF sign in compliance with Section 7(j) of this Agreement.

7. The GRANTEE agrees as follows:

- a. To immediately make available all funds needed to incur all necessary costs required to complete the project and to provide **Six Thousand Three Hundred (\$6,300.00) dollars** in local match. This sum represents **Twenty-Five (25%) percent** of the total eligible cost of construction including engineering costs. Any cost overruns incurred to complete the project facilities called for by this Agreement shall be the sole responsibility of the GRANTEE.
- b. With the exception of engineering costs as provided for in Section 8, to incur no costs toward completion of the project facilities before execution of this Agreement and before written DEPARTMENT approval of plans, specifications and bid documents.
- c. To complete construction of the project facilities to the satisfaction of the DEPARTMENT and to comply with the development project procedures set forth by the DEPARTMENT in completion of the project, including but not limited to the following:
  - i. Retain the services of a professional architect, landscape architect, or engineer, registered in the State of Michigan to serve as the GRANTEE'S Prime Professional. The Prime Professional shall prepare the plans, specifications and bid documents for the project and oversee project construction.
  - ii. Within 180 days following execution of this Agreement by the GRANTEE and the DEPARTMENT and before soliciting bids or quotes or incurring costs other than costs associated with the development of plans, specifications, or bid documents, provide the DEPARTMENT with plans, specifications, and bid documents for the project facilities, sealed and signed by the GRANTEE'S Prime Professional.
  - iii. Upon written DEPARTMENT approval of plans, specifications and bid documents, openly advertise and seek written bids for contracts for purchases or services with a value equal to or greater than \$10,000

- and accept the lowest qualified bid as determined by the GRANTEE'S Prime Professional.
- iv. Upon written DEPARTMENT approval of plans, specifications and bid documents, solicit three (3) written quotes for contracts for purchases or services between \$2,500 and \$10,000 and accept the lowest qualified quote as determined by the GRANTEE'S Prime Professional.
  - v. Maintain detailed written records of the contracting processes used and to submit these records to the DEPARTMENT upon request.
  - vi. Complete construction to all applicable local, state and federal codes, as amended; including the federal Americans with Disabilities Act (ADA) of 1990, as amended; the Persons with Disabilities Civil Rights Act, Act 220 of 1976, as amended; the Playground Equipment Safety Act, P.A. 16 of 1997, as amended; and the Utilization of Public Facilities by Physically Limited Act, P.A. 1 of 1966, as amended; the Elliott-Larsen Civil Rights Acts, Act 453 of 1976, as amended.
  - vii. Bury all new telephone and electrical wiring within the project area.
  - viii. Correct any deficiencies discovered at the final inspection within 90 days of written notification by the DEPARTMENT. These corrections shall be made at the GRANTEE'S expense and are eligible for reimbursement at the discretion of the DEPARTMENT and only to the degree that the GRANTEE'S prior expenditures made toward completion of the project are less than the grant amount allowed under this Agreement.
- d. To operate the project facilities for a minimum of their useful life as determined by the DEPARTMENT, to regulate the use thereof to the satisfaction of the DEPARTMENT, and to appropriate such monies and/or provide such services as shall be necessary to provide such adequate maintenance.
  - e. To provide to the DEPARTMENT for approval, a complete tariff schedule containing all charges to be assessed against the public utilizing the project area and/or any of the facilities constructed thereon, and to provide to the DEPARTMENT for approval, all amendments thereto before the effective date of such amendments. Preferential membership or annual permit systems are prohibited on grant assisted sites, except to the extent that differences in admission and other fees may be instituted on the basis of residence. Nonresident fees shall not exceed twice that charged residents. If no resident fees are charged, nonresident fees may not exceed the rate charged residents at other comparable state and local public recreation facilities.
  - f. To adopt such ordinances and/or resolutions as shall be required to effectuate the provisions of this Agreement; certified copies of all such ordinances and/or resolutions adopted for such purposes shall be forwarded to the DEPARTMENT before the effective date thereof.



DEPARTMENT may audit the project costs and expenses and make final payment based on documentation on file as of that date or may terminate this Agreement and require full repayment of grant funds by the GRANTEE.

10. During the project period, the GRANTEE shall obtain prior written authorization from the DEPARTMENT before adding, deleting or making a significant change to any of the project facilities as proposed. Approval of changes is solely at the discretion of the DEPARTMENT. Furthermore, following project completion, the GRANTEE shall obtain prior written authorization from the DEPARTMENT before implementing a change that significantly alters the project facilities as constructed and/or the project area, including but not limited to discontinuing use of a project facility or making a significant change in the recreational use of the project area. Changes approved by the DEPARTMENT pursuant to this Section may also require prior approval of the BOARD, as determined by the DEPARTMENT.
11. All project facilities constructed or purchased by the GRANTEE under this Agreement shall be placed and used at the project area and solely for the purposes specified in APPENDIX C and this Agreement.
12. The project area and all facilities provided thereon and the land and water access ways to the project facilities shall be open to the general public at all times on equal and reasonable terms. No individual shall be denied ingress or egress thereto or the use thereof on the basis of sex, race, color, religion, national origin, residence, age, height, weight, familial status, marital status, or disability.
13. Unless an exemption has been authorized by the DEPARTMENT pursuant to this Section, the GRANTEE hereby represents that it possesses fee simple title, free of all liens and encumbrances, to the project area. The fee simple title acquired shall not be subject to: 1) any possibility of reverter or right of entry for condition broken or any other executory limitation which may result in defeasance of title or 2) to any reservations or prior conveyance of coal, oil, gas, sand, gravel or other mineral interests. For any portion of the project area that the GRANTEE does not possess in fee simple title, the GRANTEE hereby represents that it has:
  - a. Received a written exemption from the DEPARTMENT before the execution of this Agreement, and
  - b. Received prior written approval from the DEPARTMENT of a lease and/or easement for any portion of the property not held in fee simple title as indicated in written correspondence from the DEPARTMENT dated \_\_\_\_\_, and
  - c. Supplied the DEPARTMENT with an executed copy of the approved lease or easement, and
  - d. Confirmed through appropriate legal review that the terms of the lease or easement are consistent with GRANTEE'S obligations under this Agreement and will not hinder the GRANTEE'S ability to comply with all requirements of this Agreement. In no case shall the lease or easement tenure be less than 20 years from the date of execution of this Agreement.

14. The GRANTEE shall not allow any encumbrance, lien, security interest, mortgage or any evidence of indebtedness to attach to or be perfected against the project area or project facilities included in this Agreement.
15. None of the project area, nor any of the project facilities constructed under this Agreement, shall be wholly or partially conveyed in perpetuity, either in fee, easement or otherwise, or leased for a term of years or for any other period, nor shall there be any whole or partial transfer of the lease title, ownership, or right of maintenance or control by the GRANTEE except with the written approval and consent of the DEPARTMENT. The GRANTEE shall regulate the use of the project area to the satisfaction of the DEPARTMENT.
16. The assistance provided to the GRANTEE as a result of this Agreement is intended to have a lasting effect on the supply of outdoor recreation, scenic beauty sites, and recreation facilities beyond the financial contribution alone and permanently commits the project area to Michigan's outdoor recreation estate, therefore:
  - a. The GRANTEE agrees that the project area or any portion thereof will not be converted to other than public outdoor recreation use without prior written approval by the DEPARTMENT and the BOARD and implementation of mitigation approved by the DEPARTMENT and the BOARD, including but not limited to replacement with land of similar recreation usefulness and fair market value.
  - b. Approval of a conversion shall be at the sole discretion of the DEPARTMENT and the BOARD.
  - c. Before completion of the project, the GRANTEE and the DEPARTMENT may mutually agree to alter the project area through an amendment to this Agreement to provide the most satisfactory public outdoor recreation area.
17. Should title to the lands in the project area or any portion thereof be acquired from the GRANTEE by any other entity through exercise of the power of eminent domain, the GRANTEE agrees that the proceeds awarded to the GRANTEE shall be used to replace the lands and project facilities affected with outdoor recreation lands and project facilities of equal or greater fair market value, and of reasonably equivalent usefulness and location. The DEPARTMENT and BOARD shall approve such replacement only upon such conditions as it deems necessary to assure the replacement by GRANTEE of other outdoor recreation properties and project facilities of equal or greater fair market value and of reasonably equivalent usefulness and location. Such replacement land shall be subject to all the provisions of this Agreement.
18. The GRANTEE acknowledges that:
  - a. The GRANTEE has examined the project area and has found the property safe for public use or actions will be taken by the GRANTEE before beginning the project to assure safe use of the property by the public, and

- b. The GRANTEE is solely responsible for development, operation, and maintenance of the project area and project facilities, and that responsibility for actions taken to develop, operate, or maintain the property is solely that of the GRANTEE, and
  - c. The DEPARTMENT'S involvement in the premises is limited solely to the making of a grant to assist the GRANTEE in developing same.
- 19. The GRANTEE assures the DEPARTMENT that the proposed State-assisted action will not have a negative effect on the environment and, therefore, an Environmental Impact Statement is not required.
- 20. The GRANTEE hereby acknowledges that this Agreement does not require the State of Michigan to issue any permit required by law to construct the outdoor recreational project that is the subject of this Agreement. Such permits include, but are not limited to, permits to fill or otherwise occupy a floodplain, and permits required under Parts 301 and 303 of the Natural Resources and Environmental Protection Act, Act 451 of the Public Acts 451 of 1994, as amended. It is the sole responsibility of the GRANTEE to determine what permits are required for the project, secure the needed permits and remain in compliance with such permits.
- 21. Before the DEPARTMENT will approve plans, specifications, or bid documents; or give written approval to the GRANTEE to advertise, seek quotes, or incur costs for this project, the GRANTEE must provide documentation to the DEPARTMENT that indicates either:
  - a. It is reasonable for the GRANTEE to conclude, based on the advice of an environmental consultant, as appropriate, that no portion of the project area is a facility as defined in Part 201 of the Michigan Natural Resources and Environmental Protection Act, Act 451 of the Public Acts of 1994, as amended;
  - or
  - b. If any portion of the project area is a facility, documentation that Department of Natural Resources-approved response actions have been or will be taken to make the site safe for its intended use within the project period, and that implementation and long-term maintenance of response actions will not hinder public outdoor recreation use and/or the resource protection values of the project area.
- 22. If the DEPARTMENT determines that, based on contamination, the project area will not be made safe for the planned recreation use within the project period, or another date established by the DEPARTMENT in writing, or if the DEPARTMENT determines that the presence of contamination will reduce the overall usefulness of the property for public recreation and resource protection, the grant may be cancelled by the MNRTF Board with no reimbursement made to the GRANTEE.

23. The GRANTEE shall acquire and maintain insurance which will protect the GRANTEE from claims which may arise out of or result from the GRANTEE'S operations under this Agreement, whether performed by the GRANTEE, a subcontractor or anyone directly or indirectly employed by the GRANTEE, or anyone for whose acts may hold them liable. Such insurance shall be with companies authorized to do business in the State of Michigan in such amounts and against such risks as are ordinarily carried by similar entities, including but not limited to public liability insurance, worker's compensation insurance or a program of self-insurance complying with the requirements of Michigan law. The GRANTEE shall provide evidence of such insurance to the DEPARTMENT at its request.
24. Nothing in this Agreement shall be construed to impose any obligation upon the DEPARTMENT to operate, maintain or provide funding for the operation and/or maintenance of any recreational facilities in the project area.
25. The GRANTEE hereby represents that it will defend any suit brought against either party which involves title, ownership, or any other rights, whether specific or general rights, including appurtenant riparian rights, to and in the project area of any lands connected with or affected by this project.
26. The GRANTEE is responsible for the use and occupancy of the premises, the project area and the facilities thereon. The GRANTEE is responsible for the safety of all individuals who are invitees or licensees of the premises. The GRANTEE will defend all claims resulting from the use and occupancy of the premises, the project area and the facilities thereon. The DEPARTMENT is not responsible for the use and occupancy of the premises, the project area and the facilities thereon.
27. Failure by the GRANTEE to comply with any of the provisions of this Agreement shall constitute a material breach of this Agreement.
28. Upon breach of the Agreement by the GRANTEE, the DEPARTMENT, in addition to any other remedy provided by law, may:
  - a. Terminate this Agreement; and/or
  - b. Withhold and/or cancel future payments to the GRANTEE on any or all current recreation grant projects until the violation is resolved to the satisfaction of the DEPARTMENT; and/or
  - c. Withhold action on all pending and future grant applications submitted by the GRANTEE under the Michigan Natural Resources Trust Fund, the Land and Water Conservation Fund; and the Recreation Passport Grant Program; and/or
  - d. Require repayment of grant funds already paid to GRANTEE.
  - e. Require specific performance of the Agreement.
29. The GRANTEE agrees that the benefit to be derived by the State of Michigan from the full compliance by the GRANTEE with the terms of this Agreement is the preservation, protection and the net increase in the quality of public outdoor

recreation facilities and resources which are available to the people of the State and of the United States and such benefit exceeds to an immeasurable and unascertainable extent the amount of money furnished by the State of Michigan by way of assistance under the terms of this Agreement. The GRANTEE agrees that after final reimbursement has been made to the GRANTEE, repayment by the GRANTEE of grant funds received would be inadequate compensation to the State for any breach of this Agreement. The GRANTEE further agrees therefore, that the appropriate remedy in the event of a breach by the GRANTEE of this Agreement after final reimbursement has been made shall be the specific performance of this Agreement.

30. Prior to the completion of the project facilities, the GRANTEE shall return all grant money if the project area or project facilities are not constructed, operated or used in accordance with this Agreement.
31. The GRANTEE agrees not to discriminate against an employee or applicant for employment with respect to hire, tenure, terms, conditions, or privileges of employment, or a matter directly or indirectly related to employment, because of race, color, religion, national origin, age, sex, height, weight, marital status, familial status or disability that is unrelated to the person's ability to perform the duties of a particular job or position. The GRANTEE further agrees that any subcontract shall contain non-discrimination provisions which are not less stringent than this provision and binding upon any and all subcontractors. A breach of this covenant shall be regarded as a material breach of this Agreement.
32. The DEPARTMENT shall terminate and recover grant funds paid if the GRANTEE or any subcontractor, manufacturer, or supplier of the GRANTEE appears in the register compiled by the Michigan Department of Licensing and Regulatory Affairs pursuant to Public Act No. 278 of 1980.
33. The GRANTEE may not assign or transfer any interest in this Agreement without prior written authorization of the DEPARTMENT.
34. The rights of the DEPARTMENT under this Agreement shall continue in perpetuity.
35. The Agreement may be executed separately by the parties. This Agreement is not effective until:
  - a. The GRANTEE has signed the Agreement and returned it together with the necessary attachments within 60 days of the date the Agreement is issued by the DEPARTMENT, and
  - b. The DEPARTMENT has signed the Agreement. IN WITNESS WHEREOF, the parties hereto have hereunto set their hands and seals, on this date.

Approved by resolution (true copy attached) of the \_\_\_\_\_, \_\_\_\_\_ date  
\_\_\_\_\_ meeting of the \_\_\_\_\_  
(special or regular) (name of approving body)

MICHIGAN NATURAL RESOURCES TRUST FUND  
DEVELOPMENT PROJECT AGREEMENT

**GRANTEE**

SIGNED:

WITNESSED BY:

By \_\_\_\_\_

1) \_\_\_\_\_

Print Name: \_\_\_\_\_

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

2) \_\_\_\_\_

Date: \_\_\_\_\_

Grantee's Federal ID#  
\_\_\_\_\_

**MICHIGAN DEPARTMENT OF NATURAL RESOURCES**

SIGNED:

WITNESSED BY:

By \_\_\_\_\_  
Steven J. DeBrabander

1) \_\_\_\_\_

Title: Manager, Grants Management

2) \_\_\_\_\_

Date: \_\_\_\_\_

APPENDIX A

LEGAL DESCRIPTION OF THE PROJECT AREA

APPENDIX B  
BOUNDARY MAP OF THE PROJECT AREA

## MENOMINEE COUNTY BOARD OF COMMISSIONERS DISCUSSION ITEM

|                                                                                                                                                                                                           |                                              |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------|
| <b>SUBJECT:</b>                                                                                                                                                                                           | <b>Resolution 2014-11 ~ Wireless Service</b> |
| <b>DEPARTMENT:</b>                                                                                                                                                                                        | <b>Administration</b>                        |
| <b>ATTACHMENTS:</b>                                                                                                                                                                                       | <b>Yes</b>                                   |
| <b>SUMMARY:</b>                                                                                                                                                                                           |                                              |
| <p>Many of the counties are approving a similar resolution in preparation for the proposed elimination of land line services by 2017. This resolution has been passed by many counties in MI already.</p> |                                              |
| <b>RECOMMENDED MOTION</b>                                                                                                                                                                                 |                                              |
|                                                                                                                                                                                                           |                                              |

Submitted by:     **Brian Bousley**    

    **05/22/2014**      
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 – Where the best of Michigan begins"*

## MENOMINEE COUNTY BOARD OF COMMISSIONERS

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

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

### **Wireless Service Resolution # 2014-11**

#### **Menominee County, State of Michigan**

**Whereas**, the County of Menominee and their Board of Commissioners supports and requests wireless service providers (AT&T Mobility, Verizon Wireless, Sprint) to provide up-to-date wireless services in our communities.

**Whereas**, Public Health and Safety are jeopardized in Menominee County by the lack of wireless services.

**Whereas**, FCC, Federal License Compliance requires: Wireless Service providers to furnish service in their licensed areas.

**Whereas**, Wireless Services arms public works departments such as the police and firefighters with real-time information for response. Wireless solutions are helping communities in aspects of safety, efficiency and economic growth.

**Whereas**, For Governments around the world, access of high-speed, wireless broadband connectivity has become a norm ("Internet Ready Communities") and a necessity to enhance the lifestyle of the community, build value, bridge digital divides and facilitate education.

**Whereas**, The proposed elimination of landline services by January 2017 necessitates the development of a robust reliable wireless network in Menominee County to compensate for the communications void that would otherwise remain.

**Be it resolved**, that the Menominee County Board of Commissioners urge, State and Federal Elected Officials, AT&T, Sprint and Verizon Wireless to provide up-to-date wireless services as required by FCC Licenses.

**Therefore Be It Resolved that**, at the regular board meeting of the Menominee County Board of Commissioners on June 10, 2014, this Resolution was moved by \_\_\_\_\_, supported by \_\_\_\_\_, to adopt this Resolution of Support.

Ayes: \_\_\_\_\_ Nays: \_\_\_\_\_ Absent \_\_\_\_\_

Date: \_\_\_\_\_

Attested by: \_\_\_\_\_

Charlie Meintz, Chairman of the Board

Certified By: \_\_\_\_\_

Marc Kleiman, County Clerk

*Bernie Lang    Charlie Meintz - Chairperson    Larry Schei - Vice Chairperson    James Furlong  
Doug Krienke    John Nelson    Chris Plutchak    Gerald Piche    Jan Hafeman*

## MENOMINEE COUNTY BOARD OF COMMISSIONERS DISCUSSION ITEM

|                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |                                                 |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------|
| <b>SUBJECT:</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                    | <b>Twin County Airport Commission – Vacancy</b> |
| <b>DEPARTMENT:</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                 | Administration                                  |
| <b>ATTACHMENTS:</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                | Yes                                             |
| <b>SUMMARY:</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                    |                                                 |
| <p>Administration has received a letter of resignation from Jason Lauzer, the Menominee County citizen representative on the Twin County Airport Commission, effective June 1, 2014. Administration has submitted an advertisement requesting applications for appointments to place a representative on the commission in place of Jason Lauzer for the remainder of his term. Applications are being accepted until May 30<sup>th</sup>, 2014 at 12:00 Noon.</p> |                                                 |
| <b>RECOMMENDED MOTION</b>                                                                                                                                                                                                                                                                                                                                                                                                                                          |                                                 |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |                                                 |

Submitted by:     **Brian Bousley**    

    **05/22/2014**      
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> |  |

May 14, 2014

Menominee County Board  
c/o Brian Bousley  
839 10<sup>th</sup> Avenue  
Menominee, MI 49858

Dear Mr. Bousley

Due to an employment opportunity out of town I am writing to resign my appointment to the Twin County Airport Commission effective June 1, 2014.

I will assist the board and airport commission in any way possible to ensure there is a smooth transition.

Sincerely,

Jason Lauzer

## Sherry DuPont

---

**From:** Sherry DuPont  
**Sent:** Wednesday, May 14, 2014 3:51 PM  
**To:**  
**Cc:** Brian Bousley; Pat Cheski; Anthony Krysiak  
**Subject:** Please publish for Menominee County - Airport Commission  
**Attachments:** Twin County Airport commission-vacancy.doc

Good afternoon media friends!

Please publish the attached as requested and send the bill to the address in the advertisement.

Any questions, please don't hesitate to contact me.

Thank you!

*Sherry DuPont*  
*Administrative Assistant*  
*Menominee County*  
*839 10<sup>th</sup> Ave.*  
*Menominee, MI 49858*  
*906-863-7779*  
*Fax: 906-863-8839*  
*Visit us on the web: [www.menomineecounty.com](http://www.menomineecounty.com)*

*"Life isn't about waiting for the storm to pass,  
It's about learning to dance in the rain."*

**NOTICE**

Menominee County is seeking letters of interest from persons wishing to serve on the Twin County Airport Commission representing Menominee County for the remainder of a resigning member's term, to expire 12/31/2015.

If you are interested in serving on this board, please submit an application of appointment to:

Menominee County Board of Commissioners  
839 Tenth Ave.  
Menominee, MI 49858

Applications may be obtained at the County Library, the Administrative office or on the County website at [www.menomineecounty.com](http://www.menomineecounty.com) under "Latest news". Applications are due **May 30, 2014 at 12:00 Noon.**

Please contact Sherry at (906) 863-7779 for a brief description of duties/responsibilities for this appointment.

---

## MENOMINEE COUNTY BOARD OF COMMISSIONERS DISCUSSION ITEM

|                                                                                        |                                            |
|----------------------------------------------------------------------------------------|--------------------------------------------|
| <b>SUBJECT:</b>                                                                        | <b>Commissioner Per Diems and Expenses</b> |
| <b>DEPARTMENT:</b>                                                                     | <b>Administration</b>                      |
| <b>ATTACHMENTS:</b>                                                                    | <b>Yes</b>                                 |
| <b>SUMMARY:</b>                                                                        |                                            |
| Board to review Commissioner per diems and expenses as recently submitted for payment. |                                            |
| <b>RECOMMENDED MOTION</b>                                                              |                                            |
|                                                                                        |                                            |

Submitted by:     **Brian Bousley**    

    **05/08/2014**      
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> |
|  |                                               |



# Commissioner Meeting Fee Expense Form

Name of Commissioner Doug Krnenke

\$50.00 per meeting - Reg. or Special County Board meeting (and assigned committee meetings)  
\$75.00 MAC or UPACC Conference

| Date           | Meeting Description & Duration | Meeting Expense |
|----------------|--------------------------------|-----------------|
| 4-8-14         | MBDC                           | 0               |
| 11             | Cuty Board Harvis              | 50.00           |
| 10             | CAA Estey                      | 0               |
| 17             | Personel Absent Unexcused      | 0               |
| 22             | Cuty Board Harvis              | 50.00           |
|                |                                |                 |
|                |                                |                 |
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|                |                                |                 |
|                |                                |                 |
|                |                                |                 |
| Total Per Diem |                                | 100.00          |

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

Commissioner Signature: Doug Krnenke

Date: 4-29-14

## MENOMINEE COUNTY BOARD OF COMMISSIONERS DISCUSSION ITEM

|                                                                                                              |                            |
|--------------------------------------------------------------------------------------------------------------|----------------------------|
| <b>SUBJECT:</b>                                                                                              | <b>Miscellaneous Bills</b> |
| <b>DEPARTMENT:</b>                                                                                           | <b>Administration</b>      |
| <b>ATTACHMENTS:</b>                                                                                          | <b>yes</b>                 |
| <b>SUMMARY:</b>                                                                                              |                            |
| Board to review recently submitted Miscellaneous Bills as paid on May 22, 2014 in the amount of \$70,108.88. |                            |
| <b>RECOMMENDED MOTION</b>                                                                                    |                            |
|                                                                                                              |                            |

Submitted by:     **Brian Bousley**    

    **05/22/2014**      
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> |
|  |                                               |



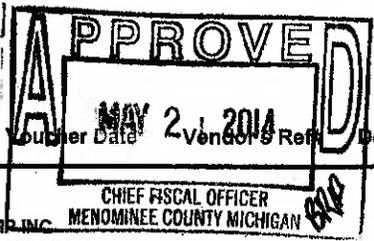
MENOMINEE COUNTY  
Claims Audit Report

| Vendor Name<br>Vcher#                    | Vendor Date | Vendor's Ref     | Description                              | Debit Acct#    | \$Amount | SepCk | Claim Total |
|------------------------------------------|-------------|------------------|------------------------------------------|----------------|----------|-------|-------------|
| <b>Bank Account: General</b>             |             |                  |                                          |                |          |       |             |
| <b>AT&amp;T - Carol Stream, IL</b>       |             |                  |                                          |                |          |       |             |
| 35940                                    | 05/01/2014  | 908753458205     | May 1 - May 31, 2014                     | 101-103-850.00 | 33.14    |       | \$368.37    |
| 35941                                    | 05/01/2014  | 908753220905     | May 1 - May 31, 2014                     | 101-103-850.00 | 335.23   |       |             |
| <b>AT&amp;T Mobility</b>                 |             |                  |                                          |                |          |       |             |
| 36019                                    | 05/20/2014  | 287252150867     | May 2014                                 | 101-132-850.00 | 36.04    |       | \$36.04     |
| <b>Bay Cities Radio</b>                  |             |                  |                                          |                |          |       |             |
| 36035                                    | 04/30/2014  | CC-WSF-114042146 | Radio Advertising - April 2014           | 101-301-755.00 | 89.00    |       | \$89.00     |
| <b>Billy Electric, Inc.</b>              |             |                  |                                          |                |          |       |             |
| 36060                                    | 05/12/2014  | 9174             | Planning out Site Electrical @ Shakey L  | 208-751-942.00 | 720.00   |       | \$720.00    |
| <b>Blue Book Law Enforcement Dire</b>    |             |                  |                                          |                |          |       |             |
| 36032                                    | 05/13/2014  | 5614             | Michigan Blue Books                      | 101-301-727.00 | 15.96    |       | \$15.96     |
| <b>BP</b>                                |             |                  |                                          |                |          |       |             |
| 36034                                    | 05/06/2014  | 41216270         | Sheriff Department Gasoline - April 2014 | 101-301-742.00 | 434.53   |       | \$434.53    |
| <b>Brunelle, Jennifer</b>                |             |                  |                                          |                |          |       |             |
| 36011                                    | 05/20/2014  | Reimbursement    | Meal & Mileage - Training in Marquette   | 296-664-860.00 | 275.36   |       | \$275.36    |
| <b>Carquest Auto Parts</b>               |             |                  |                                          |                |          |       |             |
| 36056                                    | 05/19/2014  | 2825-265506      | Wiper Fluid and Car Wash                 | 205-315-934.02 | 51.42    |       | \$51.42     |
| <b>Cellcom Wisconsin RSA 04</b>          |             |                  |                                          |                |          |       |             |
| 36006                                    | 05/05/2014  | 951481           | Cellular Services                        | 101-132-850.00 | 21.01    |       | \$243.91    |
| 36006                                    | 05/05/2014  | 951481           | Cellular Services                        | 296-664-850.00 | 51.90    |       |             |
| 36006                                    | 05/05/2014  | 951481           | Cellular Services                        | 296-665-850.00 | 15.99    |       |             |
| 36059                                    | 05/05/2014  | 954461           | Medical Examiner - Cellular Services     | 101-648-727.00 | 155.01   | *     |             |
| <b>Chambertain, Shella</b>               |             |                  |                                          |                |          |       |             |
| 36009                                    | 05/08/2014  | 6497             | Foster Care Cost (J.L.D.)                | 292-662-843.02 | 105.72   |       | \$105.72    |
| <b>CITY OF MENOMINEE - 2511 10TH ST.</b> |             |                  |                                          |                |          |       |             |
| 35936                                    | 05/19/2014  | April 2014       | Monthly Rent                             | 266-326-942.00 | 351.67   |       | \$4,159.63  |
| 35937                                    | 05/19/2014  | May 2014         | Monthly Rent                             | 266-326-942.00 | 351.67   |       |             |
| 35943                                    | 05/05/2014  | 3720             | Gasoline Sales - April 2014              | 101-265-742.00 | 189.09   |       |             |
| 35943                                    | 05/05/2014  | 3720             | Gasoline Sales - April 2014              | 101-426-860.00 | 56.83    |       |             |
| 35943                                    | 05/05/2014  | 3720             | Gasoline Sales - April 2014              | 266-325-860.00 | 13.58    |       |             |
| 35943                                    | 05/05/2014  | 3720             | Gasoline Sales - April 2014              | 296-664-860.00 | 14.71    |       |             |
| 36051                                    | 04/30/2014  | 3724             | Road Patrol Gasoline Sales - April 2014  | 205-315-742.00 | 3,182.08 |       |             |
| <b>CLOVERLAND PAPER CO</b>               |             |                  |                                          |                |          |       |             |
| 35912                                    | 05/09/2014  | 104917           | Center Pull Towels, Tissue, Liners, Mop  | 101-265-755.01 | 253.61   |       | \$651.27    |
| 35954                                    | 05/16/2014  | 105001           | Toilet Tissue & Towels                   | 101-265-755.01 | 86.86    |       |             |
| 35955                                    | 05/16/2014  | 105003           | Lysol Wipes (Annex)                      | 101-265-755.01 | 37.94    |       |             |
| 36037                                    | 05/09/2014  | 104918           | Degreaser, Lysol, Liners                 | 101-301-770.00 | 272.86   |       |             |
| <b>COHL STOKER &amp; TOSKEY P C</b>      |             |                  |                                          |                |          |       |             |
| 35929                                    | 05/08/2014  | 44461            | Legal Services                           | 101-211-807.00 | 127.44   |       | \$127.44    |
| <b>Cooper Office Equipment</b>           |             |                  |                                          |                |          |       |             |
| 35911                                    | 05/08/2014  | 110990           | Contract # 1413-01 (District Court)      | 101-136-931.00 | 239.94   |       | \$1,004.88  |
| 35927                                    | 05/08/2014  | 110988           | Contract # 1408-01 (2nd Floor Hallway)   | 101-172-931.01 | 200.00   |       |             |
| 35928                                    | 05/08/2014  | 110991           | Contract # 1849-01 (First Floor Copy Rc  | 101-172-931.01 | 239.94   |       |             |
| 35933                                    | 05/08/2014  | 110989           | Contract # 1410-01 (PA's Office)         | 101-267-801.00 | 190.00   |       |             |
| 36030                                    | 05/18/2014  | 111229           | Contract # 1408-01 (Pinecrest)           | 101-301-727.00 | 135.00   |       |             |
| <b>Country Mile Document Destruct</b>    |             |                  |                                          |                |          |       |             |
| 35950                                    | 05/13/2014  | 18151            | Shredding Documents (5/8/14)             | 101-265-801.00 | 93.06    |       | \$93.06     |



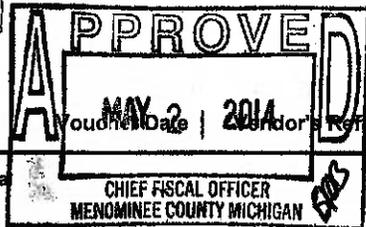
**MENOMINEE COUNTY  
Claims Audit Report**

| Vendor Name<br>Vcher#          | Voucher# | Date       | Vendor's Ref#    | Description                          | Debit Acct#    | \$Amount | SepCk | Claim Total |
|--------------------------------|----------|------------|------------------|--------------------------------------|----------------|----------|-------|-------------|
| Bank Account: General          |          |            |                  |                                      |                |          |       |             |
| David F. Oeming, Jr.           | 36003    | 05/13/2014 | 2013-088-MI      | Court Appointed Legal - Anderla      | 101-148-807.00 | 160.00   |       | \$160.00    |
| Decamp, Shane                  | 36026    | 05/20/2014 | 5512             | Transport of Juvenile (D.C.)         | 101-132-801.01 | 20.00    |       | \$52.00     |
|                                | 36026    | 05/20/2014 | 5512             | Transport of Juvenile (D.C.)         | 101-132-801.00 | 32.00    |       |             |
| Dreamscape Communications      | 35939    | 04/20/2014 | w3712            | Wireless Internet - Annex            | 101-261-850.00 | 69.99    |       | \$69.99     |
| EAGLEHERALD PUBLISHING, LLC    | 36038    | 04/30/2014 | 1422             | April 2014 - Advertising             | 101-301-755.00 | 93.20    |       | \$93.20     |
| ESSER PAINT & GLASS            | 36063    | 04/30/2014 | 4344             | PO# 02920 Lights for Annex (x36)     | 101-261-970.00 | 2,952.00 |       | \$2,952.00  |
| GoKeyless                      | 35960    | 05/15/2014 | INV77899         | Electronic Door Lock                 | 266-325-755.00 | 291.78   |       | \$291.78    |
| GREAT AMERICAN DISPOSAL CO THE | 35920    | 05/01/2014 | 45100914         | Shakey & Kleinke                     | 208-751-942.00 | 685.16   |       | \$741.18    |
|                                | 35938    | 05/01/2014 | 45100916         | Annex - Garbage Removal              | 101-261-930.04 | 56.02    |       |             |
| Gregory, Raymond G.            | 35999    | 05/06/2014 | 2014-042-MI      | Court Appointed Legal - Cohen        | 101-148-807.00 | 50.00    |       | \$270.00    |
|                                | 36000    | 05/06/2014 | 2010-0126-MI     | Court Appointed Legal - Freiss       | 101-148-807.00 | 135.00   |       |             |
|                                | 36004    | 05/15/2014 | 2014-050-MI      | Court Appointed Legal - Karban       | 101-148-807.00 | 85.00    |       |             |
| HERRILD, RENEE                 | 35949    | 05/15/2014 | Reimbursement    | Mileage, Bridge Fare, Meals          | 101-141-860.00 | 350.25   |       | \$350.25    |
| IMAGEWORKS                     | 36023    | 05/20/2014 | 6515             | Park Employee Shirts                 | 208-751-745.01 | 90.00    |       | \$241.00    |
|                                | 36064    | 03/13/2014 | 6312             | Park Employee Shirts                 | 208-751-745.00 | 151.00   |       |             |
| INSTITUTE OF CONTINUING LEGAL  | 36005    | 04/29/2014 | 971624           | MI Probate Sourcebook - March 2014 U | 101-132-802.00 | 66.25    |       | \$132.50    |
|                                | 36005    | 04/29/2014 | 971624           | MI Probate Sourcebook - March 2014 U | 101-148-802.00 | 66.25    |       |             |
| Ivens, Ruby E.                 | 35915    | 05/19/2014 | Per Diem         | Parks Committee                      | 208-751-860.00 | 50.00    |       | \$86.84     |
|                                | 35916    | 05/19/2014 | Reimbursement    | Mileage - Parks Committee            | 208-751-860.00 | 35.84    |       |             |
| J S ELECTRONICS, INC.          | 35935    | 05/01/2014 | 18271            | Tower Lease - May 2014               | 266-326-942.00 | 425.00   |       | \$485.00    |
|                                | 36048    | 05/08/2014 | 18284            | Radio Maintenance                    | 101-331-755.00 | 20.00    |       |             |
|                                | 36055    | 05/08/2014 | 18283            | Siren & Headlight Maintenance        | 205-315-934.02 | 40.00    |       |             |
| Joel Hensley, RN               | 35917    | 05/19/2014 | Blood Draw       | J.K. (5/13)                          | 101-267-801.01 | 100.00   |       | \$1,465.00  |
|                                | 36043    | 05/19/2014 | Nursing Services | Nursing Services                     | 101-301-770.01 | 1,365.00 |       |             |
| Kelly, Herb                    | 36018    | 05/20/2014 | 5507             | Holdover Attendant (K.R.)            | 101-132-801.01 | 37.25    |       | \$96.85     |
|                                | 36018    | 05/20/2014 | 5507             | Holdover Attendant (K.R.)            | 101-132-801.00 | 59.60    |       |             |
| Kleiman, Marc                  | 35910    | 05/13/2014 | Reimbursement    | Mileage - Election Training          | 101-262-860.00 | 23.52    |       | \$23.52     |
| Koehne                         | 36054    | 05/14/2014 | 80464            | 2012 Chevy Impala                    | 205-315-934.02 | 53.05    |       | \$53.05     |



**MENOMINEE COUNTY  
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| Vendor Name<br>Vcher#                 | Vendor Date | Vendor Ref       | Description                              | Debit Acct#    | \$Amount | SepCk | Claim Total |
|---------------------------------------|-------------|------------------|------------------------------------------|----------------|----------|-------|-------------|
| <b>Bank Account: General</b>          |             |                  |                                          |                |          |       |             |
| <b>KOZIKOWSKI WELL &amp; PUMP INC</b> |             |                  |                                          |                |          |       |             |
| 35919                                 | 05/15/2014  | D10504           | Kleinke Park (4/25/14)                   | 208-751-942.00 | 223.69   |       | \$223.69    |
| <b>Manpower</b>                       |             |                  |                                          |                |          |       |             |
| 35908                                 | 05/11/2014  | 27088277         | Week Ending 5/11/14 (Krista Marciniak)   | 101-288-704.00 | 409.50   |       | \$1,260.00  |
| 35948                                 | 05/11/2014  | 27097392         | Week Ending 5/11/14 (Regina Mistark)     | 215-141-705.00 | 252.00   |       |             |
| 36065                                 | 05/18/2014  | 27124189         | Week Ending 5/18/14 (Regina Mistark)     | 215-141-705.00 | 189.00   |       |             |
| 36068                                 | 05/18/2014  | 27115926         | Week Ending 5/18/14 (Krista Marciniak)   | 101-288-704.00 | 409.50   |       |             |
| <b>Marinette Farm &amp; Garden</b>    |             |                  |                                          |                |          |       |             |
| 36015                                 | 05/20/2014  | 280866           | Landscape Labor - DUBY Park Garden       | 296-867-801.01 | 55.00    |       | \$55.00     |
| <b>Mastercard</b>                     |             |                  |                                          |                |          |       |             |
| 35997                                 | 05/12/2014  | Credit Card      | USPS                                     | 208-751-920.00 | 16.52    | x     | \$1,921.81  |
| 35997                                 | 05/12/2014  | Credit Card      | USPS                                     | 208-751-920.00 | 14.12    | x     |             |
| 35997                                 | 05/12/2014  | Credit Card      | USPS                                     | 101-268-729.00 | 5.05     | x     |             |
| 35997                                 | 05/12/2014  | Credit Card      | Shell Oil                                | 101-136-860.00 | 39.00    | x     |             |
| 35997                                 | 05/12/2014  | Credit Card      | Krist Oil                                | 101-136-860.00 | 47.00    | x     |             |
| 35997                                 | 05/12/2014  | Credit Card      | Shell Oil                                | 101-136-860.00 | 10.01    | x     |             |
| 35997                                 | 05/12/2014  | Credit Card      | Crowne Plaza                             | 101-136-860.00 | 45.36    | x     |             |
| 35997                                 | 05/12/2014  | Credit Card      | 7-Eleven                                 | 101-136-860.00 | 46.00    | x     |             |
| 35997                                 | 05/12/2014  | Credit Card      | USPS                                     | 101-268-729.00 | 5.05     | x     |             |
| 35997                                 | 05/12/2014  | Credit Card      | Bayshore Resort                          | 296-663-860.00 | 166.50   | x     |             |
| 35997                                 | 05/12/2014  | Credit Card      | Super One                                | 296-663-860.00 | 68.73    | x     |             |
| 35997                                 | 05/12/2014  | Credit Card      | USPS                                     | 101-268-729.00 | 5.05     | x     |             |
| 35997                                 | 06/12/2014  | Credit Card      | Staples Direct                           | 101-253-727.00 | 155.19   | x     |             |
| 35997                                 | 05/12/2014  | Credit Card      | Servocity                                | 101-265-934.00 | 30.96    | x     |             |
| 35997                                 | 05/12/2014  | Credit Card      | Sec of State                             | 208-751-981.00 | 13.26    | x     |             |
| 35997                                 | 05/12/2014  | Credit Card      | USPS                                     | 101-268-729.00 | 5.05     | x     |             |
| 35997                                 | 05/12/2014  | Credit Card      | Holiday Inn of Marquette                 | 296-664-860.00 | 79.50    | x     |             |
| 35997                                 | 05/12/2014  | Credit Card      | Holiday Inn of Marquette                 | 101-132-860.00 | 79.50    | x     |             |
| 35997                                 | 05/12/2014  | Credit Card      | Island Hotel                             | 101-101-859.00 | 70.85    | x     |             |
| 36028                                 | 05/12/2014  | Credit Card      | Shell Oil                                | 101-301-860.00 | 28.14    | x     |             |
| 36028                                 | 05/12/2014  | Credit Card      | Marathon                                 | 101-301-860.00 | 47.13    | x     |             |
| 36028                                 | 05/12/2014  | Credit Card      | Bulk                                     | 101-301-860.00 | 53.85    | x     |             |
| 36028                                 | 05/12/2014  | Credit Card      | Speedway                                 | 101-301-860.00 | 35.94    | x     |             |
| 36028                                 | 05/12/2014  | Credit Card      | Tractor Supply                           | 101-301-881.01 | 29.53    | x     |             |
| 36028                                 | 05/12/2014  | Credit Card      | McDonalds                                | 101-301-860.00 | 10.99    | x     |             |
| 36028                                 | 05/12/2014  | Credit Card      | McDonalds                                | 101-301-860.00 | 13.82    | x     |             |
| 36028                                 | 05/12/2014  | Credit Card      | McDonalds                                | 101-301-860.00 | 12.89    | x     |             |
| 36028                                 | 05/12/2014  | Credit Card      | Wendy's                                  | 101-301-860.00 | 9.94     | x     |             |
| 36028                                 | 05/12/2014  | Credit Card      | Holiday Inn Express                      | 101-301-860.00 | 87.15    | x     |             |
| 36028                                 | 05/12/2014  | Credit Card      | American Screening                       | 101-301-770.00 | 312.50   | x     |             |
| 36028                                 | 05/12/2014  | Credit Card      | Sirchie Finger Print                     | 205-315-755.00 | 67.00    | x     |             |
| 36028                                 | 05/12/2014  | Credit Card      | Shell Oil                                | 101-301-860.00 | 44.55    | x     |             |
| 36028                                 | 05/12/2014  | Credit Card      | Escanaba Super Wash                      | 101-301-981.00 | 7.00     | x     |             |
| 36028                                 | 05/12/2014  | Credit Card      | Wal-Mart                                 | 101-301-755.00 | 28.25    | x     |             |
| 36028                                 | 05/12/2014  | Credit Card      | Tractor Supply                           | 101-301-881.01 | 47.99    | x     |             |
| 36028                                 | 05/12/2014  | Credit Card      | Sirchie Finger Print                     | 205-315-755.00 | 99.00    | x     |             |
| 36028                                 | 05/12/2014  | Credit Card      | Sirchie Finger Print                     | 205-315-755.00 | 40.00    | x     |             |
| 36028                                 | 05/12/2014  | Credit Card      | Intelius.com                             | 101-301-727.00 | 19.95    | x     |             |
| 36028                                 | 05/12/2014  | Credit Card      | Marathon                                 | 101-301-860.00 | 25.49    | x     |             |
| <b>Maximus, Inc.</b>                  |             |                  |                                          |                |          |       |             |
| 35942                                 | 04/30/2014  | 101338.01.06-002 | PA Office - DHS 286 Billing (Jan - Mar 2 | 101-287-801.00 | 700.00   |       | \$700.00    |



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| Vendor Name<br>Vcher#                 | Youdne Date | Vendor's Ref# | Description                             | Debit Acct#    | \$Amount | SepCk | Claim Total |
|---------------------------------------|-------------|---------------|-----------------------------------------|----------------|----------|-------|-------------|
| <b>Bank Account: General</b>          |             |               |                                         |                |          |       |             |
| <b>Menards - Marinette</b>            |             |               |                                         |                |          |       |             |
| 35913                                 | 05/07/2014  | 52515         | Security - PA's Door Paint              | 101-103-970.10 | 10.41    |       | \$202.80    |
| 35931                                 | 05/08/2014  | 52597         | Wiper Blades (x3)                       | 101-265-981.00 | 17.64    |       |             |
| 35932                                 | 05/08/2014  | 52598         | Pipe Insulation - Boiler Room           | 101-265-755.00 | 19.77    |       |             |
| 35945                                 | 05/13/2014  | 52985         | Metal Stud, Painthinner, Wireless Keybr | 101-265-755.00 | 119.88   |       |             |
| 35966                                 | 05/16/2014  | 53209         | Primer, Tape, Threadlocker, Metal Trac  | 101-265-755.00 | 35.10    |       |             |
| <b>MENOMINEE COUNTY JOURNAL</b>       |             |               |                                         |                |          |       |             |
| 38017                                 | 05/20/2014  | 125           | Juvenile Officer Applicants             | 101-132-802.00 | 86.00    |       | \$66.00     |
| <b>MENOMINEE COUNTY ROAD COMMISSI</b> |             |               |                                         |                |          |       |             |
| 38031                                 | 05/07/2014  | 10785         | Power to Radio Tower                    | 101-301-727.00 | 111.40   |       | \$111.40    |
| <b>MILLERS ACTION OFFICE SUPPLY I</b> |             |               |                                         |                |          |       |             |
| 35947                                 | 05/15/2014  | 0101634-001   | Office Supplies - E911                  | 266-325-727.00 | 85.85    |       | \$85.85     |
| <b>NESTEGG MARINE</b>                 |             |               |                                         |                |          |       |             |
| 38049                                 | 04/21/2014  | 90551         | Marine - Starcraft Maintenance          | 101-331-755.00 | 292.31   |       | \$292.31    |
| <b>Northern Star Pathology, PC</b>    |             |               |                                         |                |          |       |             |
| 38058                                 | 05/14/2014  | 5/14/14       | Autopsy - Bonnie Ruleau                 | 101-648-836.00 | 1,450.00 |       | \$1,450.00  |
| <b>Olivares, E. Jay</b>               |             |               |                                         |                |          |       |             |
| 35907                                 | 05/06/2014  | Various Cases | Court Appointed Legal                   | 101-131-807.00 | 407.00   |       | \$1,422.50  |
| 38001                                 | 05/20/2014  | Various       | Court Appointed Legal                   | 101-132-807.00 | 616.00   |       |             |
| 38002                                 | 05/20/2014  | Various       | Court Appointed Legal                   | 101-132-807.00 | 399.50   |       |             |
| <b>OTIS ELEVATOR COMPANY</b>          |             |               |                                         |                |          |       |             |
| 35953                                 | 05/20/2014  | CVE05003614   | June 1 - August 31, 2014                | 101-265-801.00 | 628.38   |       | \$628.38    |
| <b>Pan-O-Gold Baking Co.</b>          |             |               |                                         |                |          |       |             |
| 38038                                 | 04/08/2014  | 40683409813   | Inmate Groceries                        | 101-301-770.00 | 42.84    |       | \$141.26    |
| 38039                                 | 04/15/2014  | 40683410509   | Inmate Groceries                        | 101-301-770.00 | 50.86    |       |             |
| 38040                                 | 04/22/2014  | 40683411209   | Inmate Groceries                        | 101-301-770.00 | 47.74    |       |             |
| <b>PLASTOCON, INC</b>                 |             |               |                                         |                |          |       |             |
| 38057                                 | 05/02/2014  | 81337         | Disposable Tray Liners                  | 280-382-755.00 | 380.36   |       | \$380.36    |
| <b>Poupore Collision &amp; Towing</b> |             |               |                                         |                |          |       |             |
| 38052                                 | 05/08/2014  | 5/8/14        | 2012 Chevy Impala - Maintenance         | 205-315-934.02 | 63.50    |       | \$703.56    |
| 38053                                 | 03/13/2014  | 603           | 2012 Chevy Impala - Maintenance         | 205-315-934.02 | 640.06   |       |             |
| <b>Public Safety Training Consult</b> |             |               |                                         |                |          |       |             |
| 35959                                 | 05/15/2014  | 16204         | Policy & Procedure Workshop             | 286-326-881.00 | 399.00   |       | \$399.00    |
| <b>REDWOOD TOXICOLOGY LABORATORY</b>  |             |               |                                         |                |          |       |             |
| 35944                                 | 04/30/2014  | 00718420144   | Drug Testing Supplies                   | 101-138-727.00 | 13.75    |       | \$83.75     |
| 38020                                 | 05/20/2014  | 00719820144   | Drug Testing Supplies                   | 296-665-801.00 | 70.00    |       |             |
| <b>Reinhart Foodservice</b>           |             |               |                                         |                |          |       |             |
| 38041                                 | 05/06/2014  | 233621        | Inmate Groceries                        | 101-301-770.00 | 833.65   |       | \$1,886.72  |
| 38042                                 | 05/15/2014  | 235094        | Inmate Groceries                        | 101-301-770.00 | 1,052.07 |       |             |
| <b>Riesterer &amp; Schnell, Inc.</b>  |             |               |                                         |                |          |       |             |
| 35930                                 | 05/08/2014  | 645079        | ISD Generator - Repair                  | 101-265-934.00 | 370.63   |       | \$370.63    |
| <b>Ron Beauchamp</b>                  |             |               |                                         |                |          |       |             |
| 35958                                 | 05/15/2014  | 13-39358-FY   | People v Romano                         | 101-267-804.00 | 67.20    |       | \$67.20     |
| <b>Salfai, Sharon</b>                 |             |               |                                         |                |          |       |             |
| 38010                                 | 05/20/2014  | Reimbursement | Meal - Training in Marquette            | 101-132-860.00 | 20.00    |       | \$20.00     |



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| Vendor Name<br>Vcher#                                     | Voucher Date | Vendor's Ref# | Description                           | Debt Acct#     | \$Amount  | SepCk | Claim Total |
|-----------------------------------------------------------|--------------|---------------|---------------------------------------|----------------|-----------|-------|-------------|
| Bank Account: General                                     |              |               |                                       |                |           |       |             |
| Securus Technologies<br>36044                             | 04/30/2014   | 128628        | Inmate Calling Cards                  | 101-301-850.01 | 845.80    |       | \$845.60    |
| Sherwin Williams Company<br>35946                         | 05/08/2014   | 2103-2        | Quart - Oil Paint                     | 101-265-930.01 | 18.89     |       | \$18.89     |
| Signarama Menominee<br>35952                              | 04/07/2014   | 3075          | Aluminum - One Camper Per Site        | 208-751-755.02 | 78.00     |       | \$78.00     |
| SPARKS GEOFFERY<br>36007                                  | 05/09/2014   | 611           | Attorney Fees (G.A.L.)                | 101-148-807.00 | 400.00    |       | \$675.00    |
| 36008                                                     | 05/09/2014   | 612           | Attorney Fees (G.A.L.)                | 101-148-807.00 | 275.00    |       |             |
| State of Michigan - Dept. of Management & Budget<br>35934 | 05/01/2014   | 14-002848     | Power to Radios (4/1 - 9/30/14)       | 266-326-942.00 | 250.00    |       | \$250.00    |
| State of Michigan - MI Dept. of Human Services<br>36012   | 05/08/2014   | March 2014    | Monthly Offset                        | 292-662-843.01 | 11,516.31 |       | \$11,516.31 |
| State of Michigan - MI Supreme Court Finance<br>35921     | 04/30/2014   | D95A 1530-02  | April, May, June 2014                 | 101-136-931.01 | 3,268.49  |       | \$5,783.92  |
| 35998                                                     | 04/30/2014   | P55 1530-04   | April, May, June 2014                 | 101-132-858.03 | 2,515.43  | x     |             |
| State of Michigan POB 30266<br>36045                      | 05/07/2014   | 551-418655    | T1 Line - Datacomm (1/1/14 - 3/31/14) | 101-301-976.00 | 1,750.00  |       | \$1,750.00  |
| Stellar Pizza, LLC<br>38016                               | 05/20/2014   | 22            | Pizza for Teen Court                  | 296-667-801.02 | 15.00     |       | \$15.00     |
| STEPHENSON MARKETING COOPERATI<br>35925                   | 04/30/2014   | 023851        | Gasoline Charges - April 2014         | 208-751-742.00 | 102.05    |       | \$2,978.22  |
| 35951                                                     | 04/30/2014   | 462643        | April 2014 - Parks                    | 208-751-930.02 | 20.00     |       |             |
| 35951                                                     | 04/30/2014   | 462643        | April 2014 - Parks                    | 208-751-755.01 | 42.90     |       |             |
| 35951                                                     | 04/30/2014   | 462643        | April 2014 - Parks                    | 208-751-742.00 | 125.97    |       |             |
| 35951                                                     | 04/30/2014   | 462643        | April 2014 - Parks                    | 208-751-744.00 | 398.00    |       |             |
| 36050                                                     | 04/30/2014   | 015579        | Road Patrol - Gasoline April 2014     | 206-315-742.00 | 2,289.30  |       |             |
| The Current<br>35994                                      | 05/01/2014   | 841           | Election Advertising                  | 101-262-727.00 | 295.67    |       | \$413.37    |
| 35994                                                     | 05/01/2014   | 841           | Planning Commission Advertising       | 101-101-901.00 | 80.71     |       |             |
| 35994                                                     | 05/01/2014   | 841           | Emergency Manager Coordinator Adver   | 101-101-901.00 | 56.99     |       |             |
| The Sandbagger, LLC<br>36061                              | 04/10/2014   | 3029          | Sand Bags (x1000)                     | 101-426-755.00 | 380.00    |       | \$380.00    |
| Tim Deming<br>35957                                       | 05/15/2014   | 13-39358-FY   | People v Romano                       | 101-267-804.00 | 137.69    |       | \$137.69    |
| TWIN CITY ELECTRIC, Inc.<br>35905                         | 05/12/2014   | 78947         | Telephone Changes                     | 101-301-850.00 | 35.00     |       | \$181.78    |
| 35922                                                     | 05/12/2014   | 78946         | Box Up & Deliver Cameras to IT Room   | 101-103-970.14 | 146.78    |       |             |
| U.E.S. COMPUTERS, INC.<br>35906                           | 05/12/2014   | 40546         | April 2014 - Weekly Maintenance       | 101-103-857.02 | 874.99    |       | \$7,388.49  |
| 35918                                                     | 05/16/2014   | 40377         | Labor to Change New Router for MERIT  | 101-103-970.00 | 725.00    |       |             |
| 35924                                                     | 05/15/2014   | 68042         | PO# 2916 Enhanced Network Cable       | 101-103-998.03 | 5,788.50  |       |             |
| U.S. Bank Equipment Finance<br>36033                      | 05/14/2014   | 253486690     | Copier - Sheriff Dept.                | 101-301-727.00 | 87.54     |       | \$200.61    |
| 36062                                                     | 05/16/2014   | 253595052     | Bizhub 423 Copier                     | 101-172-942.00 | 133.07    |       |             |

**MENOMINEE COUNTY  
Claims Audit Report**

| Vendor Name                                   | Vchcr# | Voucher Date | Vendor's Ref#    | Description                             | Debit Acct#    | \$Amount | SepCk | Claim Total        |
|-----------------------------------------------|--------|--------------|------------------|-----------------------------------------|----------------|----------|-------|--------------------|
| <b>Bank Account: General</b>                  |        |              |                  |                                         |                |          |       |                    |
| Ultimate Car Care                             |        |              |                  |                                         |                |          |       |                    |
|                                               | 36046  | 05/15/2014   | 624              | Shop Labor (Sticker/Stripe Removal)     | 101-301-981.00 | 150.00   |       | \$575.00           |
|                                               | 36047  | 05/08/2014   | 617              | Shop Labor (Window Tint)                | 101-301-981.00 | 425.00   |       |                    |
| UP 9-1-1 Authority                            |        |              |                  |                                         |                |          |       |                    |
|                                               | 35926  | 05/11/2014   | Dues             | PO# 02908 - Membership Dues (2014)      | 266-325-802.00 | 740.00   |       | \$740.00           |
| Valley Mechanical, Inc.                       |        |              |                  |                                         |                |          |       |                    |
|                                               | 35968  | 04/11/2014   | 2719             | PO# 02918 Coin Operated Showers (St     | 101-103-998.00 | 4,421.00 |       | \$5,612.00         |
|                                               | 35969  | 04/11/2014   | 2720             | PO# 02917 Electrical Work for Coin Op   | 208-751-930.03 | 1,191.00 |       |                    |
| Verizon Wireless                              |        |              |                  |                                         |                |          |       |                    |
|                                               | 36027  | 05/01/2014   | 9724445965       | Cellular Services                       | 101-265-850.01 | 95.74    |       | \$813.73           |
|                                               | 36027  | 05/01/2014   | 9724445965       | Cellular Services                       | 101-301-850.00 | 455.54   |       |                    |
|                                               | 36027  | 05/01/2014   | 9724445965       | Cellular Services                       | 101-682-850.00 | 32.46    |       |                    |
|                                               | 36027  | 05/01/2014   | 9724445965       | Cellular Services                       | 205-315-850.00 | 223.70   |       |                    |
|                                               | 36027  | 05/01/2014   | 9724445965       | Cellular Services                       | 266-325-850.00 | 6.29     |       |                    |
| Wallace Building & Supply, Inc                |        |              |                  |                                         |                |          |       |                    |
|                                               | 35995  | 03/13/2014   | 176136           | Plywood                                 | 208-751-756.01 | 36.75    |       | \$112.75           |
|                                               | 35996  | 04/14/2014   | 176198           | 2 x 10 x 8 (x10)                        | 208-751-756.01 | 76.00    |       |                    |
| Warner, Fredrick                              |        |              |                  |                                         |                |          |       |                    |
|                                               | 36013  | 05/20/2014   | Reimbursement    | Mileage & Supplies Reimbursement        | 296-667-801.01 | 9.37     |       | \$333.21           |
|                                               | 36013  | 05/20/2014   | Reimbursement    | Mileage & Supplies Reimbursement        | 296-668-801.00 | 95.20    |       |                    |
|                                               | 36014  | 05/20/2014   | 5503             | Can Zone                                | 296-668-801.00 | 112.80   |       |                    |
|                                               | 36024  | 05/20/2014   | 5510             | Transport of Juvenile to Bay Pines (D.C | 101-132-801.01 | 20.00    |       |                    |
|                                               | 36024  | 05/20/2014   | 5510             | Transport of Juvenile to Bay Pines (D.C | 101-132-801.00 | 32.00    |       |                    |
|                                               | 36025  | 05/20/2014   | Reimbursement    | Mileage (Transport to Bay Pines)        | 101-132-801.00 | 63.84    |       |                    |
| Weber & Olcese, P.L.C.                        |        |              |                  |                                         |                |          |       |                    |
|                                               | 36029  | 05/21/2014   | Refund           | Overpayment on Civil Process (#14-069   | 101-301-935.00 | 6.78     |       | \$6.78             |
| WISCONSIN PUBLIC SERVICE CORP - P O BOX 19003 |        |              |                  |                                         |                |          |       |                    |
|                                               | 35909  | 04/24/2014   | 1292123635-00000 | Bailey House                            | 208-751-920.01 | 21.60    |       | \$370.07           |
|                                               | 35909  | 04/24/2014   | 1292123635-00000 | Kleinke Park                            | 208-751-920.01 | 29.30    |       |                    |
|                                               | 35909  | 04/24/2014   | 1292123635-00000 | Bailey Park                             | 208-751-920.01 | 12.74    |       |                    |
|                                               | 36021  | 05/19/2014   | 0402047856-00005 | Kleinke Park                            | 208-751-920.01 | 74.55    |       |                    |
|                                               | 36022  | 05/19/2014   | 0402047856-00008 | Kleinke Park                            | 208-751-920.01 | 231.88   |       |                    |
| Zeratsky Extreme Heating &                    |        |              |                  |                                         |                |          |       |                    |
|                                               | 35923  | 04/16/2014   | 6798             | PO# 02915 Prep Table & Walk In Freez    | 101-265-934.00 | 521.50   |       | \$521.50           |
| <b>Total Amount for Bank Account: General</b> |        |              |                  |                                         |                |          |       | <b>\$70,108.88</b> |



## MENOMINEE COUNTY BOARD OF COMMISSIONERS DISCUSSION ITEM

|                                                                |                                                           |
|----------------------------------------------------------------|-----------------------------------------------------------|
| <b>SUBJECT:</b>                                                | <b>Miscellaneous Boards/Committees/Commission reports</b> |
| <b>DEPARTMENT:</b>                                             | <b>Administration</b>                                     |
| <b>ATTACHMENTS:</b>                                            | yes                                                       |
| <b>SUMMARY:</b>                                                |                                                           |
| Miscellaneous Boards/Committees/Commission Reports, Discussion |                                                           |
| <b>RECOMMENDED MOTION</b>                                      |                                                           |
|                                                                |                                                           |

Submitted by:     **Brian Bousley**    

    **05/22/2014**      
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> |  |

## MINUTES

### **TWIN COUNTY AIRPORT COMMISSION**

2801 N. 22ND STREET  
MENOMINEE, MI 49858  
906-863-8408

#### **REGULAR SESSION MEETING**

March 18, 2014, 5:00 pm

**Members Present:** Jason Lauzer, Mary Johns, Charlie Meintz, Nick Lakari, Chris Plutchak, Ted Sauve

**Also Present:** Eagle Herald, Bay Cities Radio, Peshtigo Times, Tony Krysiak, Jeff LaFave, Everett Anderson, and John Hartz

1. Call to order at 5:00 pm by Chair Jason Lauzer
2. Pledge of Allegiance - recited
3. Roll call taken by Chair Jason Lauzer
4. Approve/amend agenda  
Delete item #9, Discuss/Consider FY13-14 Budget Amendments, action if any. Add discussion regarding the card keys as a replacement to #9.

**MOTION** (Sauve/Johns) to approve agenda with changes. Motion carried. No negative vote.

5. Approve/amend minutes of the February 13, 2014 Regular Session meeting  
**MOTION** (Meintz/Sauve) to approve the minutes as presented. Motion carried. No negative vote.

6. Public comment – speakers will be limited to 5 minutes on agenda items only  
None

7. Discuss/Consider Mead & Hunt Proposal to finalize the User Study for the Runway Justification for a cost not to exceed \$4,451.00, action if any  
Jason predicts that by next month there will be a final revision ready for approval.

**MOTION** (Lakari/Johns) that the commission to approve entering into the Mead & Hunt proposal to finalize the User Study for a cost not to exceed \$4,451.00. Motion carried. No negative vote.

8. Discuss/Consider Personnel Committee Recommendation on the Maintenance Lineman Contract, action if any

**MOTION** (Johns/Sauve) to accept the Maintenance Lineman contract as proposed by the Personnel Committee and amended per legal review. Motion carried. Negative vote – Meintz.

9. Card Keys

Discussion regarding visitor's inability to obtain gate key card.

Chairman Lauzer allowed for public comment.

Everett Anderson relayed concerns regarding the current policy regarding visitors.

Card Key policy to be reviewed by the Buildings & Grounds Committee.

10. Executive/Finance Committee report:

- A. Discuss/Consider Profit & Loss for February 2014, action if any
- B. Discuss/Consider Reconciliation Summaries for February 2014, action if any
- C. Discuss/Consider Vendor Balance for February 2014, action if any
- D. Discuss/Consider Customer Balance for February 2014, action if any
- E. Discuss/Consider Check Detail (#12940 – #12969) and in the amount of \$48,482.43 for February 2014, action if any
- F. Discuss/Consider Fuel Sales Report for February 2014, action if any
- G. Discuss/Consider airport traffic for February 2014, action if any

**MOTION** (Meintz/Lakari) to accept the check numbers from 12940 through 12969 in the amount of \$48,482.43 for February 2014 and items A through G, be accepted as payment. Motion carried. No negative vote. Motion carried. No negative vote.

Sauve commented on the vendor balance summary. Country Visions Cooperative is formerly known as Francour Oil.

11. Communications/correspondence

None

12. Dialog between Airport Manager and the TCAC

Write up from Tony Kryziak regarding last month's conference included in packet. Tony elaborated on some information.

The Jet A project rehab has been approved and should be done in August. Tony believes it will come in under budget.

13. Dialog between airport users and the TCAC

None

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

Ted Sauve inquired about introduction of new CEO of Enstrom. Jason reported that they were planning on waiting to incorporate that when touring the new facility; Tony will check into the possibility at the May meeting.

Ted Sauve gave some suggestions regarding the helicopter display area and suggested inviting John Seaborg to a future meeting.

15. Future agenda items

Tenant leases

Avis

Proximity card access pending Buildings & Grounds recommendations

16. Schedule next meeting – April 15, 2014 @ 5:00 pm

17. Adjourn

MOTION (Johns/Plutchak) at 6:02 pm. Motion carried. No negative vote.

# MINUTES

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

Executive / Finance Committee Meeting 4:00 p.m. 04/08/14  
Twin County Airport Conference Room

MEMBERS PRESENT: Ted Sauve, and Nick Lakari

MEMBERS EXCUSED: Jason Lauzer

OTHERS PRESENT: Larry Barker: Jeff LaFleur: and Bill Clyma - Peshtigo Times

**1. Call to order**

Chair Lakari called the meeting to order at 4:00 p.m.

**2. Pledge of Allegiance**

**3. Roll call**

**4. Approve/amend agenda**

Motion ( Sauve / Lakari) to approve the agenda as presented. Motion carried.

**5. Approve / amend Minutes of March 10, 2014. Action, if any.**

Motion (Sauve / Lakari) to approve the minutes as presented. Motion carried.

**6. Public Comment – speakers will be limited to 5 minutes on agenda items, only.**

None

**7. Review / Discuss March 2014 Financials. Action, if any.**

Motion (Sauve / Lakari) to recommend Commission approve payment of checks numbered 12970 through 12989 in the amount of \$17,925.05. Motion carried.

**8. Review / Update on potential funding sources through the Wisconsin Department of Transportation – Bureau of Aeronautics. Action, if any.**

Lakari described the process for applying for funding. The steps include preparing a Petition Package (Shell), holding a Public Hearing, and drawing up an Agency Agreement. Information, only. No action taken.

**9. Confirm amount of funds available in the current budget for hiring a 20-hour Maintenance-Lineman. Action, if any.**

Motion (Sauve / Lakari) to recommend the process of hiring a 20-hour, part time, Maintenance / Lineman begin immediately, with details to be confirmed by the Commission at its next regular meeting. Motion carried.

**10. Review July 11, 2007 Airport Commission Capital Improvement Fund Resolution. Information, only.**

After reading the Resolution, the timing of transferring surplus funds from working capital to the Capital Improvement Fund was discussed. After funds are transferred, they are committed only to Capital Improvement and could not be used for unseen emergencies.

**11. Public Comment – speakers will be limited to 5 minutes.**

None

**12. Future agenda items**

April financials. Wage for 20-hour Maintenance / Lineman

**13. Schedule next meeting**

Next meeting scheduled for May 13, 2014, beginning at 4:00 pm.

**14. Adjournment**

Motion (Sauve / Lakari) to adjourn at 5:02 p.m. Motion carried.

Respectfully submitted,  
Nick Lakari

Date approved / corrected:

*5/13/14 Approved*

**Menominee-Delta-Schoolcraft  
Community Action Agency**

**GOVERNING BOARD MEETING  
Thursday, April 10, 2014  
511 First Avenue North, Escanaba MI 49829  
1:30 p.m. (EDT)**

**MINUTES**

Chair Wigand called the meeting to order at 1:30 p.m. A quorum was noted with the following in attendance:

**MEMBERS PRESENT**

Omer Doran, Schoolcraft  
Julie Moberg, Delta  
Myra Croasdell, Delta  
Lee Robbert, Schoolcraft  
Doug Krienke, Menominee  
Dan LaFoille, Schoolcraft  
Karen Wigand, Delta  
Susan Kleikamp, Menominee  
Tom Lippens, Delta  
Ken Penokie, Delta  
Geri Nelson, Delta  
Ann Jousma-Miller, Delta  
Cathy Mercier, Menominee  
John Stapleton, Schoolcraft

**OTHERS PRESENT**

Bill Dubord, Executive Director  
Cathy Pearson, Executive Assistant  
Kim Johnson, ECP Director  
Kris Thibeault, Finance Director  
Naomi Fletcher, Housing Director  
Connie Maule, SCP Director  
Theresa Nelson, RSVP Director  
Sally Kidd, Senior Services Director

**MEMBERS ABSENT**

Pastor Levin, excused  
Susan Phillips, excused  
Ken Bryant, excused  
Dave Moyle, excused  
Dave Anthony, excused  
Mari Negro, excused  
Gil Vandenhouten, excused

**APPROVAL OF MARCH 13, 2014 GOVERNING BOARD MINUTES**

Members received a copy of the 3/13/14 Governing Board minutes for their review. It was noted that Lee Robbert should be listed as present. **THE MINUTES WERE APPROVED WITH THE CORRECTION WITH A MOTION FROM TOM LIPPENS, SECONDED BY OMER DORAN; MOTION CARRIED.**

**FINANCE COMMITTEE REPORT**

Ms. Wigand called on Treasurer Dan LaFoille who reported that the committee reviewed the February Accounts Payable Schedule and recommends their approval. **MR. LAFOILLE MOVED TO APPROVE THE FEBRUARY CAA ACCOUNTS PAYABLE SCHEDULE, SECONDED BY OMER DORAN; MOTION CARRIED.** The committee also reviewed two bids for the 403b audit and recommends accepting the bid from Schneider, Larche & Haapala. **MR. PENOKIE MOVED TO ACCEPT THE BID FROM SCHNEIDER, LARCHE & HAAPALA FOR THE 403b AUDIT, SUPPORTED BY JOHN STAPLETON; MOTION CARRIED. THE FINANCE COMMITTEE**

**REPORT WAS ACCEPTED WITH A MOTION FROM OMER DORAN, SECONDED BY JULIE MOBERG; MOTION CARRIED. (see attachment "A")**

### **NOMINATING COMMITTEE REPORT**

The Chair called on Omer Doran who turned the report over to Bill Dubord who reminded the members that Walter Multerer has resigned. **JOHN STAPLETON MOVED TO ACCEPT MR. MULTERER'S RESIGNATION, SECONDE BY TOM LIPPENS; MOTION CARRIED.** Mr. Dubord reminded the members that at the last board meeting he noted that the new Policy Council Chair resides in Schoolcraft County and is interested in serving. Therefore, he recommended the following: the new Policy Council representative will fill the vacancy caused by Mr. Multerer's resignation. This would mean that the board would not have to find a replacement for Mr. Multerer, eliminate a current sitting Schoolcraft County board member and eliminate the seat currently held by Policy Council. When filling future vacancies in the Public and Consumer sectors, efforts will be made to keep county balance as close to equal as feasible, but this is not mandated in our By-laws. It was noted that the Nominating Committee met without a quorum and was filled in on Mr. Dubord's recommendation. The attending members were in agreement with the recommendations. **KEN PENOKIE MOVED TO ACCEPT THE NOMINATING COMMITTEE RECOMMENDATION TO APPROVE THE HEAD START POLICY COUNCIL REQUEST, SECONDED BY JULIE MOBERG; MOTION CARRIED. (see attachment "B")**

### **APPROVAL OF COLA FUNDING PLAN**

Ms. Wigand called on Kim Johnson, Early Childhood Director, who reported that \$28,779 has been made available in Head Start and \$10,235 in Early Head Start for a cost of living increase of 1.5-2%. This increase will get added to the base grant. Kim explained that she is proposing raising the Center Aides by 2% because of increased job requirements and a high turnover, with all other ECP employees receiving a 1.5%. **KEN PENOKIE MOVED TO APPROVE THE COST OF LIVING INCREASE AS PROPOSED, RETROACTIVE TO 11/1/13, SUPPORTED BY JOHN STAPLETON; MOTION CARRIED.**

### **APPROVAL OF HS/EHS FUNDING INCREASE APPLICATION**

The Chair called on Kim Johnson who explained the plan for using the restored sequester funds of approximately \$150,000. Members were given a handout showing the planned use. **(see attachment "C") SUSAN KLEIKAMP MOVED TO APPROVE THE FUNDING INCREASE APPLICATION, SECONDED BY MYRA CROASDELL; MOTION CARRIED.**

### **ACCEPTANCE OF 2/26/2014 HEAD START POLICY COUNCIL MINUTES**

Members received a copy of the 2/26/2014 Head Start Policy Council minutes for their review. There were no questions or comments and **THEY WERE ACCEPTED WITH A MOTION FROM MR. LAFOILLE, SECONDED BY OMER DORAN; MOTION CARRIED.**

**EXECUTIVE DIRECTOR'S REPORT**

Ms. Wigand called on Bill Dubord who reported that they continue to work with the bargaining unit on their contract. There are no major issues and we hope to seek board ratification soon. **OMER DORAN MOVED TO ACCEPT THE EXECUTIVE DIRECTOR'S REPORT, SECONDED BY MR. LAFOILLE; MOTION CARRIED.**

**PUBLIC COMMENT/OTHER BUSINESS**

The Executive Director thanked the board members who are participating in the Early Childhood Program's self assessment process.

**ADJOURNMENT**

There being no further business **THE MEETING ADJOURNED AT 2:10 p.m. WITH A MOTION FROM OMER DORAN, SECONDED BY MYRA CROASELL; MOTION CARRIED.**

**THE NEXT MEETING IS THURSDAY, MAY 8, 2014**

**FINANCE COMMITTEE MEETING**  
**Thursday, April 10, 2014**  
**12:50 p.m. (EDT)**

**MINUTES**

Let it be noted that the Finance Committee met on Monday, April 7, 2014 at noon, however, there was not a quorum. Present were: Omer Doran, Julie Moberg, Karen Wigand, Bill Dubord, Kris Thibeault, Kim Johnson and Cathy Pearson.

Those present reviewed all of the agenda items and had any questions answered.

On April 10, 2014 the following were present: Dan LaFoille, Omer Doran, Julie Moberg, Karen Wigand, Kris Thibeault and Bill Dubord.

The members reviewed the CAA and HRA February credit card charges.

The members reviewed the CAA February Accounts Payable Schedule and **IT WAS ACCEPTED WITH A MOTION FROM OMER DORAN, SECONDED BY JULIE MOBERG; MOTION CARRIED.**

The members reviewed the HRA February Accounts Payable Schedules and **THEY WERE ACCEPTED WITH A MOTION FROM JULIE MOBERG, SUPPORTED BY MR. DORAN; MOTION CARRIED.**

The members reviewed two bids received for the 403b audit; one from Schneider, Larche & Haapla and one from WIPFLi. Our Finance Director recommended accepting the bid from S, L & H because they have experience doing 403 b audits, they are local, and they are considerably less expensive. **JULIE MOBERG MOVED TO ACCEPT THE BID FROM SCHNEIDER, LANCHE, HAAPALA FOR OUR 403b AUDIT, SECONDED BY OMER DORAN; MOTION CARRIED.**

Kim Johnson explained how the COLA funds would be used. **OMER DORAN MOVED TO ACCEPT THE COLA OF \$28,779 - HEAD START, \$10,235 - EHS TO GIVE A 1.5% - 2% WAGE INCREASE RETROACTIVE TO 11/1/13, SECONDED BY JULIE MOBERG; MOTION CARRIED.**

Kim also reviewed the plan for utilizing the sequester funding that is being reinstated. This will be presented to the full board for approval.

The meeting adjourned at 1:15 p.m. **WITH A MOTION FROM OMER DORAN, SECONDED BY JULIE MOBERG; MOTION CARRIED.**

THE FINANCE COMMITTEE HAS REVIEWED THE FEBRUARY 2014 ACCOUNTS PAYABLE SCHEDULES FOR MDS COMMUNITY ACTION AGENCY. WE HAVE DETERMINED THAT EXPENDITURES ARE REASONABLE AND PROPERLY CHARGED WITHIN BUDGETARY RESTRICTIONS AS FOLLOWS:

|                            |    |         |
|----------------------------|----|---------|
| HEAD START                 | \$ | 208,405 |
| EARLY HEAD START           |    | 64,935  |
| EARLY-ON CHILDHOOD         |    | 355     |
| GSRP                       |    | 57,851  |
| ASSET & LIABILITY ACCOUNTS |    | 46,321  |

TOTAL \$ 377,867

SIGNED   
(TREASURER)

DATE 4-10-14

**NOMINATING COMMITTEE REPORT**

**Monday, April 7, 2014**

**1:00 p.m.**

**MINUTES**

The following were present: Omer Doran, Dave Anthony, Susan Phillips, Bill Dubord and Cathy Pearson. Dan LaFoilie, Gil Vandenhouten & John Stapleton, excused

Bill indicated that the Head Start Policy Council Chair has a designated seat on our Governing Board. For the past many years the P.C. Chair happened to reside in Delta County, but this year the Chair resides in Schoolcraft County. He noted that part of the issue with this seat is that the Head Start Policy Council can only be on the P.C. while they have a child or children in Head Start, which typically is only for a year or two and our board seats are for five years. This has caused a lot of turnover often before the person has had a good chance to learn about our operations.

Our by-laws do not stipulate that there must be geographic equity. Additionally, many of our seats are really representative of the three-county area, not just the county the board member resides in, i.e. Ken Penokie represents Legal Services of Northern Michigan, not just Delta County.

Walter Multerer has resigned and held a seat in the Consumer Sector of Menominee County. Bill recommended the following:

- Allow Head Start Policy Council to fill the vacancy caused by Mr. Multerer's resignation and rotate that seat with the changeover in future Head Start Policy Council Chairs, regardless of county.
- At the expiration of Myra Croasdell's term in January of 2016, change the affiliation of that seat to Early Childhood Representative. This designation would not necessarily be a Head Start Policy Council appointment, but could come from any number of organizations affiliated with early childhood.
- When filling future vacancies in the Public and Consumer Sectors, an effort will be made to keep county balance as close to equal as is feasible.
- If accepted we would not have to deal with expanding the number of board members which would be required if petitioned per CSBG law and our By-laws.
- Not accepting the recommendation would require finding a replacement for Mr. Multerer in the Menominee Co. Consumer Sector, eliminating a current Schoolcraft Co. Consumer Rep., and eliminating the Delta County Consumer seat currently held by Policy Council.

Dave Anthony noted that we have not had close votes dictated by geographic area. He also feels it's a good idea to have additional Early Childhood representation on the board.

There was a consensus of members present to accept Bill's recommendations and have them brought before the full board this Thursday.

The meeting adjourned at 1:25 p.m.

**Proposed Plan for 2013-14 HS/EHS COLA**

| COLA Allocation | Proposed 1.5-2% Wage Increases (plus add'l fringe) | Difference (to be covered by or added to Gen.Op.Budget) |
|-----------------|----------------------------------------------------|---------------------------------------------------------|
| HS: \$28,779    | \$29,039                                           | -\$260                                                  |
| EHS: \$10,235   | \$ 8,970                                           | +\$1,265                                                |

**Proposed Plan for "Permanent" Funding Increase (restoration of 2012-13 funding reduction-sequester)**

| 2013-14 HS                                                                      | \$116,666        |  | 2013-14 EHS                                                                                      | \$ 41,491       |
|---------------------------------------------------------------------------------|------------------|--|--------------------------------------------------------------------------------------------------|-----------------|
| 10 Days Summer PD                                                               | \$ 80,000        |  | Add 6 EHS Children 5/1/14 = PT HV @ 25 hr.wk                                                     | \$ 13,000       |
| Purchase 1 Bus (with add'l \$10,000 from EHS and \$6,400 from HS Gen.Op.Budget) | \$ 36,666        |  | Begin transition services to children transitioning into the Toddler room early (July/Aug)       | \$ 5,300        |
|                                                                                 |                  |  | 3 Days Curriculum Training provided by Partners for a Health Baby-certified trainers to Escanaba | \$ 13,191       |
|                                                                                 |                  |  | Cost allocation for new bus purchase                                                             | \$ 10,000       |
| <b>TOTAL</b>                                                                    | <b>\$116,666</b> |  | <b>TOTAL</b>                                                                                     | <b>\$41,491</b> |
| 2014-15 HS                                                                      |                  |  | 2014-15 EHS                                                                                      |                 |
| Add 1 preschool class of 14-16 students                                         | \$ 60,000        |  | Add'l PT HV @ 25 hr.wk                                                                           | \$21,000        |
| Add 3 "Snow Days" to school calendar                                            | \$ 25,000        |  | Begin transition services to children transitioning into the Toddler room early (July/Aug)       | \$ 5,300        |
| Add 3 PD Days to school calendar                                                | \$ 25,000        |  | Installation of a bike path in the Toddler Playground - Escanaba Center                          | \$ 3,500        |
| Misc Increased Operating Costs                                                  | \$ 6,666         |  | Misc Increased Operating Costs                                                                   | \$11,691        |
| <b>TOTAL</b>                                                                    | <b>\$116,666</b> |  | <b>TOTAL</b>                                                                                     | <b>\$41,491</b> |

**Menominee-Delta-Schoolcraft  
Human Resources Authority**

**GOVERNING BOARD MEETING  
Thursday, April 10, 2014  
511 First Avenue North, Escanaba MI 49829  
1:45 p.m. (EDT)**

**MINUTES**

Chair Wigand called the meeting to order at 2:11 p.m. A quorum was noted with the following in attendance:

**MEMBERS PRESENT**

Omer Doran, Schoolcraft  
Julie Moberg, Delta  
Myra Croasdell, Delta  
Lee Robbert, Schoolcraft  
Doug Krienke, Menominee  
Dan LaFoille, Schoolcraft  
Karen Wigand, Delta  
Susan Kleikamp, Menominee  
Tom Lippens, Delta  
Ken Penokie, Delta  
Geri Nelson, Delta  
Ann Jousma-Miller, Delta  
Cathy Mercier, Menominee  
John Stapleton, Schoolcraft

**OTHERS PRESENT**

Bill Dubord, Executive Director  
Cathy Pearson, Executive Assistant  
Kim Johnson, ECP Director  
Kris Thibeault, Finance Director  
Naomi Fletcher, Housing Director  
Connie Maule, SCP Director  
Theresa Nelson, RSVP Director  
Sally Kidd, Senior Services Director

**MEMBERS ABSENT**

Pastor Levin, excused  
Susan Phillips, excused  
Ken Bryant, excused  
Dave Moyle, excused  
Dave Anthony, excused  
Mari Negro, excused  
Gil Vandenhouten, excused

**APPROVAL OF MARCH 13, 2014 GOVERNING BOARD MINUTES**

Members received a copy of the 3/13/14 Governing Board minutes for their review. It was noted that Lee Robbert should be listed as present. **THE MINUTES WERE APPROVED WITH THE CORRECTION WITH A MOTION FROM SUSAN KLEIKAMP, SECONDED BY MYRA CROASDELL; MOTION CARRIED.**

**FINANCE COMMITTEE REPORT**

Ms. Wigand called on Treasurer Dan LaFoille who reported that the committee reviewed the February Accounts Payable Schedules and recommends their approval. **MR. LIPPENS MOVED TO APPROVE THE FEBRUARY HRA ACCOUNTS PAYABLE SCHEDULE, SECONDED BY JOHN STAPLETON; MOTION CARRIED.** The committee also reviewed two bids for the 403b audit and recommends accepting the bid from Schneider, Larche & Haapala. **MR. PENOKIE MOVED TO ACCEPT THE BID FROM SCHNEIDER, LARCHE & HAAPALA FOR THE 403b AUDIT, SUPPORTED BY JOHN STAPLETON; MOTION CARRIED. THE FINANCE COMMITTEE**

**REPORT WAS ACCEPTED WITH A MOTION FROM OMER DORAN, SECONDED BY JULIE MOBERG; MOTION CARRIED. (see attachment "A")**

**NOMINATING COMMITTEE REPORT**

The Chair called on Omer Doran who turned the report over to Bill Dubord who reminded the members that Walter Multerer has resigned. **JOHN STAPLETON MOVED TO ACCEPT MR. MULTERER'S RESIGNATION, SECONDED BY TOM LIPPENS; MOTION CARRIED.** Mr. Dubord reminded the members that at the last board meeting he noted that the new Policy Council Chair resides in Schoolcraft County and is interested in serving. Therefore, he recommended the following: the new Policy Council representative will fill the vacancy caused by Mr. Multerer's resignation. This would mean that the board would not have to find a replacement for Mr. Multerer, eliminate a current sitting Schoolcraft County board member and eliminate the seat currently held by Policy Council. When filling future vacancies in the Public and Consumer sectors, efforts will be made to keep county balance as close to equal as feasible, but this is not mandated in our By-laws. It was noted that the Nominating Committee met without a quorum and was filled in on Mr. Dubord's recommendation. The attending members were in agreement with the recommendations. **KEN PENOKIE MOVED TO ACCEPT THE NOMINATING COMMITTEE RECOMMENDATION TO APPROVE THE HEAD START POLICY COUNCIL REQUEST, SECONDED BY JULIE MOBERG; MOTION CARRIED. (see attachment "B")**

**AUTHORIZATION TO ENTER INTO A CONTRACT WITH DELTA COUNTY TO ADMINISTER THE CDBG HOUSING REHABILITATION GRANT**

The Chair called on Naomi Fletcher, Housing Manager, who reported we would like to apply for another \$200,000 grant for Delta County. She passed out a report on the Housing Program and explained that although many people may apply for help through this program, there are several things that have to occur in order for them to qualify, their property taxes must be paid up and if they own a trailer it must be on an approved foundation. **MR. PENOKIE MOVED TO AUTHORIZE STAFF TO ENTER INTO A CONTRACT WITH DELTA COUNTY TO ADMINISTER THE CDBG HOUSING REHABILITATION GRANT, SUPPORTED BY MR. LAFOILLE; MOTION CARRIED.**

**ADOPTION OF FAIR HOUSING RESOLUTION**

One of the requirements of the grant is that the board adopt a fair housing resolution. **KEN PENOKIE MOVED TO ADOPT THE FAIR HOUSING RESOLUTION, ANN JOUSMA-MILLER SECONDED THE MOTION; MOTION CARRIED.**

**APPROVAL OF CSBG DISCRETIONARY GRANT**

The Chair called on the Executive Director who reported that we would like to submit a proposal for a CSBG Discretionary Grant for \$20,000 to pay for some staff support for our heat assistance programs since most of them do not have any support dollars associated with them. **MR. LAFOILLE MOVED TO APPROVE THE CSBG DISCRETIONARY GRANT SUBMISSION, SECONDED BY ANN JOUSMA-MILLER; MOTION CARRIED.**

**EXECUTIVE DIRECTOR'S REPORT**

Ms. Wigand called on Bill Dubord who indicated members have before them a copy of the CSBG-IS report showing how we compare to other organizations in the state. He announced that the Area Agency on Aging is restoring the sequester funds that were cut, which is a very good thing with raw food costs skyrocketing.

The Executive Director reported that so far this winter we have given out approximately \$632,000 in heat assistance from the following sources: LCA-MEAP - \$190,000, LIHEAP Del. Fuel - \$243,000, THAW - \$104,000, MCAAA-MEAP (heat & utilities for H.S. families) - \$25,000 and \$70,000 out of Walk for Warmth. We just received another award for deliverable fuel for \$218,000 through efforts from the MI State Legislature. These funds are for a very targeted income group (between 150% - 187% of poverty) to reimburse customers who paid for deliverable fuel between January 1 – March 31, 2014. **MR. LAFOILLE MOVED TO ACCEPT THE EXECUTIVE DIRECTOR'S REPORT, OMER DORAN SECONDED THE MOTION; MOTION CARRIED.**

**PUBLIC COMMENT/OTHER BUSINESS**

The Chair called on Tom Lippens who told the board that the Delta County RSVP Recognition Dinner was excellent and it was impressive to see the number of volunteers in our community.

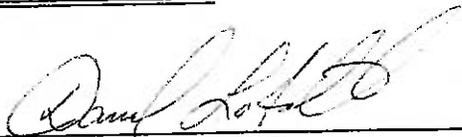
**ADJOURNMENT**

There being no further business **THE MEETING ADJOURNED AT 2:35 P.M. WITH A MOTION FROM MR. LAFOILLE, SECONDED BY JOHN STAPLETON; MOTION CARRIED.**

**THE NEXT MEETING IS THURSDAY, MAY 8, 2014**

THE FINANCE COMMITTEE HAS REVIEWED THE FEBRUARY 2014 ACCOUNTS PAYABLE SCHEDULES FOR HUMAN RESOURCES AUTHORITY. WE HAVE DETERMINED THAT EXPENDITURES ARE REASONABLE AND PROPERLY CHARGED WITHIN BUDGETARY RESTRICTIONS AS FOLLOWS:

|                            |    |         |
|----------------------------|----|---------|
| SENIOR CITIZENS            | \$ | 120,277 |
| VOLUNTEER PROGRAMS         |    | 40,969  |
| NUTRITION                  |    | 91,458  |
| STATE & LOCAL PROGRAMS     |    | 192,364 |
| ENERGY AND HOUSING         |    | 9,513   |
| ASSET & LIABILITY ACCOUNTS |    | 53,212  |
| TOTAL                      | \$ | 507,793 |

SIGNED   
(TREASURER)

DATE 4-10-14

K. McNeely called the regular meeting of the Menominee County Library Board to order at 11:01 AM on Tuesday, April 15, 2014.

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

M. Fagan moved to approve the agenda. Seconded by J. Bejgrowicz, motion carried.

Public Participation: No public participation at this time.

C. Peterson moved to approve the minutes from the March 18, 2014 meeting. Seconded by J. Freis, motion carried.

C. Peterson moved to approve the March financial report. Seconded by J. Bejgrowicz, motion carried.

J. Freis moved to pay the April bills. Seconded by J. Bejgrowicz, motion carried.

#### Director's Report:

- A. The monthly circulation stat comparisons for March were in the board packets.
- B. The Friends of the Library will be meeting on April 24 to finalize plans for their annual plant sale on Saturday, May 24.

The Friends reading contest is going well. Two winners were chosen for March.

The Pajama Storytime on Friday, March 21 was a huge success. The National Honor Society students from Stephenson High School and the children all had a great time.

- C. Jim Mekash and Jim Quist replaced the bottom seal on the bookmobile garage door. Brian Bousley will have Jim Mekash ascertain how the outside steps and railings can be repaired.
- D. The Friends of the Library will be sponsoring the Michigan Science Center program – BOOM! BOOM! WOW! on July 1 and the summer reading wrap-up program presented by Kids Town on July 15.
- E. The Escanaba Public Library generously gave us a variety of federal tax forms, so we were able to satisfy our customers' needs.

#### Old Business:

- A. Menominee County Employee Evaluation Form – Update – This form was approved by the Menominee County Board at its March 25, 2014 meeting. After discussion, the library board agreed to use this form for library employees.
- B. Replacement of Bookmobile Steps – Update – The steps were replaced on April 7, and they have been working fine. We also replaced the back door latching mechanism.

New Business:

- A. Library Millage Proposed by County Board – Discussion – After a lengthy discussion, the board members determined that more research and clarification from the County Board was required. C. Peterson moved to table this item until additional information is obtained. Seconded by J. Bejgrowicz. A roll call vote was taken and the motion carried unanimously.

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

Public Participation: No public participation at this time.

As there was no further business, J. Freis moved to adjourn the meeting. Seconded by M. Fagan, motion carried. The meeting adjourned at 12:04 PM.

Cedarville Township Board Meeting

April 9, 2014

Approved 5.14.14

Call to Order: Supervisor Lin Peterson called the meeting to order at 6:58 pm

Roll Call: Supervisor-Lin Peterson, Treasurer-Kathy Prestin, Trustee-Tony Williams, Trustee-Jim Prestin, Clerk-Gina Van Hoff and 2 guests

Agenda: Moved by Jim to approve agenda, second by Tony. Motion carried.

Minutes: Moved by Tony to approve minutes, second by Jim. Motion carried.

Treasurer's Report: Bank accounts and fund balances reconcile at \$136,464.09

Fire Chief Report: Cedar River Fire Dept. members voted to accept the applications to join the dept. from Brooke Williams and Steve Cox. It is up to the township board to vote and accept or reject the applications. Two quotes were received from Northgate Equipment for rescue saws, and a purchase will be made soon. DNR is shorthanded this fire season. Norway will cover Menominee County with backup from Escanaba. Cedar River Fire Dept. had no runs in the past month. Judgment came back in regards to Leah Leavick; hopefully money will be coming in. Motion by Kathy to accept Brooke William to join the Cedar River Fire Dept. second by Jim, motion carried. Motion by Kathy to accept Steve Cox to join the Cedar River Fire Dept. second by Jim, motion carried.

Assessor: April is the month set aside to watch and observe the Equalization process, which is the next step in the certification of values for the local unit and the County as a whole. The March BOR information including the electronic database and a hard copy of the assessment roll to the equalization department as required. Focus for May is reviewing the digital maps with the mapper.

Clerk: Not enough information from Gary regarding the Raymond Gregory incident, so looks like that will be dropped. We are waiting for the Premium Adjustment Notice from Traveler's. We will donate \$50.00 for the Memorial Day Program, if the flags are made in the U.S. Gina will gather information she needs to run for the remaining two years 2014-2016. Moved by Jim to approve the warrant list 15318-15349, second by Tony, Motion carried.

Accept Regular Report, moved by Tony, second by Kathy, motion carried.

Fox Park: Reservations are being made already. Opening day for Fox Park weather permitting will be May 15, 2014. Clean up is May 3 and 10, 2014. The park is in need of a few picnic tables. Survey is April 10, 2014

Supervisor/Building: No permits issued.

Old Business: Waste Water meeting May 6, 2014; Walleye Line meeting was March 20 and Jim Prestin was present, a total of six proposed changes to waterways were presented, most for changes to inland lakes in the U.P. The boundary change that affects Cedar River was number 6. There was no opposition to the boundary change. Township Hall usage rules, Lin will get typed up and posted on town hall refrig. Trail meeting was March 24, working on a proposal to cover insurance of ORV's on blacktop roads. Rez will continue to work on off road connections. CUPPAD will have report on progress of Fox Park plan next month.

New Business: Snow retainers for roof over fire department and overhang at front entrance. Tony will call to get cost of retainers.

Fire Department discussion: pay per turn out for emergencies, meetings, mileage for training. Keep thinking carry over.

A resolution will be made at the next meeting pertaining to economic development reimbursement. \$40.00 per meeting, one board member to be reimbursed, and mileage reimbursed outside of Cedarville Township

Public Comment: No comments

Adjournment 8:41 pm moved by Jim, second by Tony. Motion carried.

May 6, 2014 Waste Water Meeting Noon

Next Meeting May 14, 2014