

"Menominee – Where the best of Michigan begins"

MENOMINEE COUNTY BOARD OF COMMISSIONERS

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

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

The Menominee County Board of Commissioners
will meet on Tuesday ~ August 28, 2012 @ 5:30 p.m. CDT
at the Menominee County Annex Building, Stephenson, MI

AGENDA

- A. Call to Order
- B. Pledge of Allegiance
- C. Roll Call
- D. Approval of the Agenda
- E. Approval of Previous Minutes
 CB – Aug. 14, 2012
- F. Public Comment (*Statements, not debate, limited to 5 minutes per person on agenda items only*)
- G. Presentations (*limited to twenty minutes*)
- H. Department Head/Elected Officials Reports (*limited to ten minutes*)
- I. Action Items
 - 1. Moved by _____ seconded by _____ to approve a transfer of \$20,000 from the Library Assigned Fund Balance (271-000-390.00) to the designated Bookmobile fund balance (271-000-393.01).
 - 2. Moved by _____ seconded by _____ to approve Commissioner per diems and expenses as paid.
 - 3. Moved by _____ seconded by _____ to approve Miscellaneous Bills as paid on July 25 & 30; Aug. 2 & 7, 2012 in the amount of \$216,064.06.
 - 4. Moved by _____ seconded by _____ to place miscellaneous boards/committees/commission reports on file in the office of the County Clerk.
- J. New Business (discussion only)
 - 1. Personnel Items:
 - a.
 - 2. Building and Grounds/Park Items:
 - a.

James Furlong - Chairperson

Charlie Meintz - Vice Chairperson

Bernie Lang

Mark Jasper

Jim Pearson

3. Miscellaneous Items:
 - a. LEPC ByLaws

4. Finance Items
 - a. Salaries of County Officers
 - b. MSU – Agreement for Extension Services (proposed 2012/13)
 - c. Commissioner Per Diems and expenses
 - d. Miscellaneous Bills as paid on Aug. 10, 15, 16 & 22, 2012 in the amount of \$202,323.69
 - e. 2012/13 County Budget – 3rd Draft – Public Input

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

August 14, 2012

UNAPPROVED

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

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

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

Present: Coms. Furlong, Jasper, Lang, Pearson

Absent: None

Com. Furlong stated that the agenda would need to be amended to add under New Business #3 Miscellaneous Items, b. Stephenson Law Enforcement Agreement.

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

Moved by Com. Lang, seconded by Com. Jasper to approve the minutes from the July 24, 2012 Regular County Board Meeting. Motion was approved 4-0.

Chairman Furlong called for public comment.

Public Comment: None

Presentations: None

Department Head/Elected Officials Reports:

-Menominee County Treasurer Diane Lesperance updated the board on PA123 Tax Foreclosure Fund. The 2010 totals were \$362,777.34 (this is the amount of money available if the county needed to use it). Diane stated that she usually sets \$60,000 aside, and this year she set an additional \$150,000 aside for the removal of the red brick building in Hermansville. As of today there is a total of \$587,970.32 in the account. Diane also stated she has been made aware of a possible Blight Elimination grant available through the State of Michigan. She is not sure on the time frame, but is waiting on more information.

Com. Meintz arrived at the meeting at 5:35 p.m.

Moved by Com. Meintz, seconded by Com. Pearson to table Action Item #1 a motion to approve MAC County Annual Dues in the amount of \$5,543.46. Funds to be disbursed from acct. #101-103-802.00 (memberships/subscriptions). Motion was approved 5-0.

Moved by Com. Pearson, seconded by Com. Jasper to approve Commissioner per diems and expenses as paid. Motion was approved 5-0.

Moved by Com. Meintz, seconded by Com. Pearson to approve Miscellaneous Bills as paid on July 11 & 19, 2012 in the amount of \$230,954.44. Motion was approved 5-0.

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

New Business (discussion only)

Personnel Items:

- a. None

Building and Grounds/Parks Items:

- a. In lieu of the Air lock project discussion. - Discussion to fix the problem with the entryway in the courthouse (energy efficiency). Fix the cement at the door to make even with the rest of the sidewalk. Place a card swipe or other locking device on the east entrance, with egress from the inside. Old wooden doors on North entrance. Remove the power assist feature on the west entryway. Com. Lang asked if it is necessary to have the power assist. Building Inspector Dan Menacher stated that it is not required. Com. Furlong stated that there has been \$35,000 budgeted for the Air lock project. He would like to see Brian put together some proposals on what it would cost to go with the new ideas.

Miscellaneous Items:

- a. MI-Works ~Six County Employment Alliance – Technical Assistance. - Commissioner Lang brought this to the board to explain. The Workforce Development Agency State of MI is requesting the Six County Employment Alliance (Central UP) to serve as the lead MI works Agency to assist the Western UP in resolving concerns. The commissioners briefly discussed this item. It was only meant for informational purposes, no action required.
- b. Stephenson City Law Enforcement Service Agreement. – Brian explained that he was approached by the City of Stephenson to find out the feasibility of contracting with Menominee County for Law Enforcement Services. Com. Meintz asked what would happen if the City of Menominee asked to do this next. Com. Pearson asked Brian if there was any legal precedence for doing this. Com. Furlong stated that this has been done in other areas of the State. Com. Jasper asked Brian if he has discussed this with Sheriff Marks yet. The consensus of the board is to have Brian look for more information and bring this item back to the board.

Finance Items:

- a. Library ~ Request to transfer funds. - The Library board has requested to transfer \$20,000 from their “Library fund balance” to be moved to the designated “Book mobile” fund. The Finance committee met and discussed this, consensus was to move it forward to the board for a vote. The consensus of the board is to move this item forward to the next meeting for a vote.
- b. Emergency Services ~ Approval of payment, Homeland Security to reimburse. - Our Emergency Services coordinator has requested to purchase 6 radios/software and accessories in the amount of \$16,650, with reimbursement to come from a Homeland Security Grant. Commissioners are asked to approve the payment, to receive reimbursement. Brian stated that they would like to move this item forward tonight for a vote.

Moved by Com. Meintz, seconded by Com. Pearson to make this item an action item. Motion was approved by a roll call vote 5-0.

Moved by Com. Meintz, seconded by Com. Jasper to approve a payment in the amount of \$16,650.00 to Motorola Solutions Inc. for 6 two-way hand held radios/software and accessories. Money to be dispersed from account 101-426-934.03. Motion was approved by a roll call vote 5-0.

- c. Commissioner Per Diems and expenses. - Board to review Commissioner per diems and expenses as recently submitted for payment. The consensus of the board is to move this item forward to the next meeting for approval.
- d. Miscellaneous Bills as paid on July 25 & 30; Aug. 2 & 7, 2012 in the amount of \$216,064.06. The consensus of the board is to move this item forward to the next meeting for approval.

Misc. Boards/Committees/Commissions Reports:

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

Chairman Furlong called for public comment

Public Comment:

-Mari Negro – She stated that Brian should contact Dickinson County in regards to the services contract they had with Brieting Township in regards to law enforcement services.

-Diane Lesperance – She is still working with BS&A on putting the delinquent tax information on line.

-Kandace Curran – Updated the board on the County Fair, the attendance was up by over 250 people and the gate took in almost \$10,000.

Commissioner Comment:

-Com. Meintz stated he would like to see the front door of the courthouse on the 10th Ave. side fixed. He also wanted to encourage people to attend the U.P. State Fair this week.

-Com. Pearson stated he was pleasantly surprised that the Road Commission was hold a meeting in the evening, and he would be attending as long as no other Commissioners were attending.

-Com. Furlong stated that he would like to thank Diane Lesperance for pursuing the BS&A software.

-Com. Jasper stated that the State Fair has had many Good improvements since it has been taken over locally. Encourage people to attend.

Any other items members may wish to present: None

Moved by Com. Meintz, seconded by Com. Pearson to adjourn at 6:24 p.m. Motion was approved 5-0.

James Furlong, Chairman

Marc Kleiman, County Clerk

MENOMINEE COUNTY BOARD OF COMMISSIONERS AGENDA ITEM

SUBJECT:	Library Board request
DEPARTMENT:	Library
ATTACHMENTS:	Yes
SUMMARY:	
<p>The Library board has requested to transfer \$20,000 from their "Library fund balance" to be moved to the designated "Book mobile" fund. The Finance committee met and discussed this, consensus was to move it forward to the board for a vote.</p>	
RECOMMENDED MOTION	
<p>To approve a transfer of \$20,000 from the Library Assigned Fund Balance (271-000-390.00) to the designated Bookmobile fund balance (271-000-393.01).</p>	

Submitted by: **Brian Bousley**

 08/23/2012
Date

WORKSHOP ACTION

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

COUNTY BOARD ACTION

DATE:

	Approved
	Disapproved
	Approved with the following change(s):

MENOMINEE COUNTY LIBRARY

S 319 RAILROAD STREET

P. O. BOX 128 • STEPHENSON, MI 49887 • 906-753-6923

Sherry



DATE: May 18, 2012
TO: Brian Bousley
FROM: Pat Cheski
SUBJECT: Transfer of Funds

At its May 15, 2012 meeting, the Menominee County Library Board discussed the library's fund balance as of September 30, 2011. The Board approved a motion requesting the County Board to transfer funds in the library's fund balance classifications.

We would like \$20,000 to be transferred from the Assigned Fund Balance to the library's Committed Fund Balance. This will increase the funds committed for a replacement bookmobile to \$70,000.

If you have any questions or need further information, please let us know.

Thank you for your assistance.

Pat Cheski

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**

 08/23/2012
Date

WORKSHOP ACTION

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

COUNTY BOARD ACTION

DATE:

	Approved
	Disapproved
	Approved with the following change(s):

MENOMINEE COUNTY
BOARD OF COMMISSIONERS
REIMBURSEMENT VOUCHER

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

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

*must attach receipt for reimbursement

Name: Jim Pearson ~ District 3

Date	Meeting Place	# of miles	X .555/mile	Total Cost	Account Number
7/10/12	CBM Menominee	30			101-101-860.03
7/17/12	Airport Menominee	28			101-101-860.03
7/24/12	CBM Menominee	30			101-101-860.03
7/31/12	Airport Menominee	28			101-101-860.03
					101-101-860.03
					101-101-860.03
		116			101-101-860.03
			Total Mileage	116 X .555	
				Total Mileage Fee	64.38

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


SIGNED

7/31/12

DATE

MENOMINEE COUNTY
BOARD OF COMMISSIONERS
REIMBURSEMENT VOUCHER

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

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

*must attach receipt for reimbursement

Name: Mark Jasper ~ District 5

Date	Meeting Place	# of miles	X .555/mile	Total Cost	Account Number
7/2/12	PARKS K Leinke	20 23			
7/10/12	STCP R.C. BLD.	20			101-101-860.05
7/10/12	Men	50			101-101-860.05
7/19/12	ESCANABA	45			101-101-860.05
7/24/12	Men	50			101-101-860.05
7/21/12	Men	-50	.555		101-101-860.05
		<u>238</u>			101-101-860.05
					101-101-860.05
			Total Mileage		
Total Mileage Fee					133.09

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

Signed

Date

Mark Jasper

7/25/12

MENOMINEE COUNTY
BOARD OF COMMISSIONERS
REIMBURSEMENT VOUCHER

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

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

*must attach receipt for reimbursement

Name: Bernie Lang ~ District 1

2012

Date	Mileage, meals, Bridge Tolls, Lodging, etc.	Account Number	Amount
7-5	U.I.WKS 118	101-101-860.01	
7-9	U.H. (PERS) 144	101-101-860.01	
7-10	CO. BD (COW FIN) 3	101-101-860.01	
7-16	CAA (FIN) 116	101-101-860.01	
7-18	PUB. HEALTH 118	101-101-860.01	
7-19	CAA	101-101-860.01	
7-19	U.H. 284	101-101-860.01	
7-24	CO. BD 3	101-101-860.01	
		101-101-860.01	
	786	101-101-860.01	
	x .555	101-101-860.01	
	→ 436.23	101-101-860.01	
	Conference Expenses		
7-27	CUPPAC 142	101-101-859.00	
7-31	COW-FINANCE 3	101-101-859.00	
	145	101-101-859.00	436.23
	x .555	101-101-859.00	80.47
	→ 80.47	101-101-859.00	
		101-101-859.00	
Total Mileage, Meals, Lodging & Conference Expenses to be reimbursed			516.70

all under this acct.

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

B. Lang

Signed

09-31-12

Date

Commissioner Meeting Fee Expense Form

Name of Commissioner BERNIE LANG

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

\$75.00 MAC or UPACC Conference

2012

Date	Meeting Description & Duration	Meeting Expense
7-5	M.I. WKS!	50
7-9	M.A. (PERS)	50
7-10	CO. BD. (COW & FIN)	50
7-16	CAA (FIN.)	50
7-18	PUB. HEALTH	50
7-19	CAA	50
7-19	M.A.	50
7-24	CO. BD.	50
7-27	CUPPAD	50
7-31	COW-FINANCE	50
		500.00
Total Per Diem		500.00

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

Commissioner Signature: B. Lang

Date: 07-31-12

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 July 25 & 30; Aug. 2 & 7, 2012 in the amount of \$216,064.06.	
RECOMMENDED MOTION	
To approve Miscellaneous Bills as paid on July 25 & 30; Aug. 2 & 7, 2012 in the amount of \$216,064.06.	

Submitted by: **Brian Bousley**

 08/23/2012
Date

WORKSHOP ACTION

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

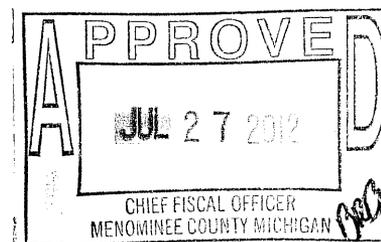
COUNTY BOARD ACTION

DATE:

	Approved
	Disapproved
	Approved with the following change(s):

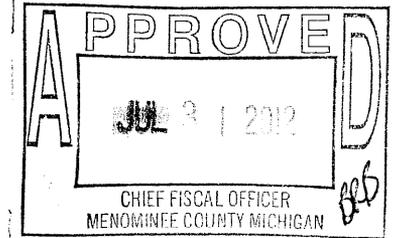
MENOMINEE COUNTY
Claims Audit Report

Vendor Name	Vcher#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General								
MI Conference of Teamsters								\$61,746.25
	25378	6/26/2012	August 2012	Health Insurance Premium	101-103-712.00	36,577.15		
	25378	6/26/2012	August 2012	Health Insurance Premium	205-315-712.00	9,216.28		
	25378	6/26/2012	August 2012	Health Insurance Premium	205-316-712.00	981.70		
	25378	6/26/2012	August 2012	Health Insurance Premium	208-751-712.00	1,693.60		
	25378	6/26/2012	August 2012	Health Insurance Premium	296-663-712.00	981.70		
	25378	6/26/2012	August 2012	Health Insurance Premium	701-000-231.10	981.70		
	25378	6/26/2012	August 2012	Health Insurance Premium	704-000-232.00	11,314.12		
Total Amount for Bank Account: General								\$61,746.25



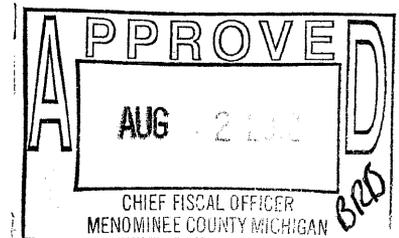
MENOMINEE COUNTY
Claims Audit Report

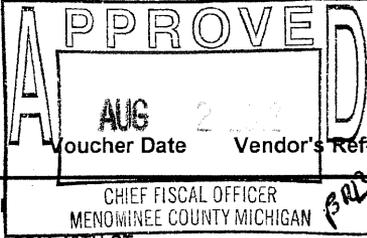
Vendor Name Vcher#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total	
Bank Account: General								
SHAHEEN CHEVROLET 25421	7/30/2012	Sheriff Vehicle	PO# 02656 2012 Chevy Impala	205-315-934.03	20,344.00		\$20,344.00	
Total Amount for Bank Account: General								<u>\$20,344.00</u>



**MENOMINEE COUNTY
Claims Audit Report**

Vendor Name	Vcher#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General								
Ace Hardware								\$478.40
25505	6/12/2012	204815/2	Parks Supplies	208-751-755.02	33.32			
25506	7/3/2012	204949/2	Parks Supplies	208-751-755.02	31.98			
25507	6/11/2012	204809/2	Jail Supplies	101-265-755.00	17.94			
25508	6/15/2012	204845/2	Building & Grounds	101-265-755.00	38.26			
25509	6/19/2012	204868/2	Building & Grounds	101-265-755.00	7.99			
25510	6/22/2012	204892/2	Building & Grounds	101-265-755.00	7.50			
25511	7/25/2012	205101/2	Building & Grounds	101-265-755.00	8.97			
25512	6/26/2012	204914/2	Building & Grounds	101-265-755.00	30.52			
25513	6/27/2012	204925/2	Building & Grounds	101-265-755.00	31.27			
25514	7/19/2012	205063/2	Building & Grounds	101-265-755.00	31.94			
25515	7/2/2012	204944/2	Credit Memo for B&G	101-265-755.00	-12.99			
25516	7/2/2012	204945/2	Building & Grounds	101-265-755.00	1.50			
25517	7/19/2012	205058/2	Building & Grounds	101-265-755.00	47.98			
25518	7/6/2012	204969/2	Building & Grounds	101-265-755.00	125.76			
25519	7/20/2012	205069/2	Building & Grounds	101-265-755.00	8.52			
25520	7/17/2012	205040/2	Building & Grounds	101-265-755.00	67.94			
Alfredson Brothers Const Co.								\$55,571.00
25495	7/31/2012	12-078	PO# 02684 Bathhouse at Shakey Lake	220-752-970.01	55,571.00			
American Legion Dept of MI								\$175.00
25384	7/27/2012	Registration	Veterans Service Officers School - Delli	101-682-860.00	175.00			
AT&T Long Distance								\$220.74
25502	7/19/2012	854528091	Telephone Services	101-103-850.00	220.74			
Banc of America Leasing								\$212.68
25480	7/23/2012	012155598	August 2012 - Probation & Parole Konic	101-131-942.00	212.68			
Barley Trucking								\$10,000.00
25402	6/30/2012	98033	PO# 02681- Excavating at Shakey Lake	220-752-970.01	10,000.00			
Bay Area Septic Service								\$220.00
25483	7/30/2012	Kleinke Park	Pump 2 Septic Tanks	208-751-801.00	220.00			
Brian Bousley								\$135.98
25404	7/27/2012	Reimbursement	Mileage - July 2012	101-172-860.00	135.98			
BS&A Software								\$435.00
25528	8/1/2012	083278	P.R.E. Audit System - Annual Service F	101-103-857.00	435.00			
Burnham & Flower of Michigan								\$1,529.00
25479	7/1/2012	36473	12-13 Summer Tax Bond	101-253-830.00	1,529.00			
Carquest Auto Parts								\$67.94
25544	7/19/2012	2825-212599	Striping Tape	101-265-934.00	67.94			

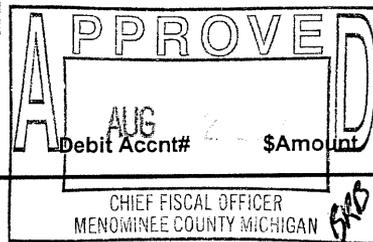




MENOMINEE COUNTY
Claims Audit Report

Vendor Name	Vcher#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General								
CHIEF FISCAL OFFICER MENOMINEE COUNTY MICHIGAN								
CITY OF MENOMINEE - 2511 10TH ST.								\$1,798.77
25412		7/14/2012	3245	June Gasoline Charges	101-426-860.00	48.60		
25412		7/14/2012	3245	June Gasoline Charges	101-257-742.00	10.91		
25412		7/14/2012	3245	June Gasoline Charges	101-426-860.00	5.13		
25412		7/14/2012	3245	June Gasoline Charges	266-325-860.00	14.44		
25412		7/14/2012	3245	June Gasoline Charges	101-257-742.00	20.54		
25412		7/14/2012	3245	June Gasoline Charges	101-426-860.00	23.10		
25412		7/14/2012	3245	June Gasoline Charges	101-257-742.00	42.37		
25412		7/14/2012	3245	June Gasoline Charges	101-682-860.00	35.31		
25412		7/14/2012	3245	June Gasoline Charges	101-265-742.00	62.60		
25412		7/14/2012	3245	June Gasoline Charges	101-265-742.00	132.57		
25413		7/14/2012	3222	April 2012 Gasoline Charges	266-325-860.00	30.67		
25413		7/14/2012	3222	April 2012 Gasoline Charges	101-426-860.00	17.60		
25413		7/14/2012	3222	April 2012 Gasoline Charges	101-682-860.00	16.18		
25413		7/14/2012	3222	April 2012 Gasoline Charges	266-325-860.00	21.01		
25413		7/14/2012	3222	April 2012 Gasoline Charges	101-426-860.00	24.14		
25413		7/14/2012	3222	April 2012 Gasoline Charges	101-426-860.00	16.75		
25413		7/14/2012	3222	April 2012 Gasoline Charges	101-426-860.00	17.04		
25413		7/14/2012	3222	April 2012 Gasoline Charges	266-325-860.00	43.45		
25413		7/14/2012	3222	April 2012 Gasoline Charges	266-325-860.00	31.52		
25413		7/14/2012	3222	April 2012 Gasoline Charges	266-325-860.00	31.24		
25413		7/14/2012	3222	April 2012 Gasoline Charges	266-325-860.00	30.10		
25413		7/14/2012	3222	April 2012 Gasoline Charges	101-265-742.00	103.22		
25414		7/14/2012	3233	May 2012 Gasoline Charges	266-325-860.00	52.32		
25414		7/14/2012	3233	May 2012 Gasoline Charges	101-426-860.00	12.84		
25414		7/14/2012	3233	May 2012 Gasoline Charges	266-325-860.00	49.43		
25414		7/14/2012	3233	May 2012 Gasoline Charges	101-257-742.00	15.08		
25414		7/14/2012	3233	May 2012 Gasoline Charges	266-325-860.00	48.79		
25414		7/14/2012	3233	May 2012 Gasoline Charges	266-325-860.00	51.03		
25414		7/14/2012	3233	May 2012 Gasoline Charges	266-325-860.00	37.55		
25414		7/14/2012	3233	May 2012 Gasoline Charges	266-325-860.00	37.23		
25414		7/14/2012	3233	May 2012 Gasoline Charges	266-325-860.00	21.82		
25414		7/14/2012	3233	May 2012 Gasoline Charges	266-325-860.00	19.90		
25414		7/14/2012	3233	May 2012 Gasoline Charges	266-325-860.00	51.05		
25414		7/14/2012	3233	May 2012 Gasoline Charges	101-426-860.00	16.70		
25414		7/14/2012	3233	May 2012 Gasoline Charges	266-325-860.00	16.70		
25414		7/14/2012	3233	May 2012 Gasoline Charges	101-265-742.00	130.17		
25415		7/14/2012	3210	March 2012 Gasoline Charges	101-265-742.00	35.02		
25415		7/14/2012	3210	March 2012 Gasoline Charges	101-426-860.00	22.78		
25415		7/14/2012	3210	March 2012 Gasoline Charges	101-426-860.00	10.82		
25415		7/14/2012	3210	March 2012 Gasoline Charges	101-426-860.00	23.35		
25415		7/14/2012	3210	March 2012 Gasoline Charges	101-426-860.00	15.94		
25415		7/14/2012	3210	March 2012 Gasoline Charges	101-426-860.00	15.37		
25415		7/14/2012	3210	March 2012 Gasoline Charges	101-426-860.00	8.26		
25415		7/14/2012	3210	March 2012 Gasoline Charges	266-325-860.00	31.32		
25415		7/14/2012	3210	March 2012 Gasoline Charges	266-325-860.00	25.34		
25415		7/14/2012	3210	March 2012 Gasoline Charges	101-265-742.00	53.51		
25416		7/14/2012	3197	February 2012 Gasoline Charges	266-325-860.00	33.67		
25416		7/14/2012	3197	February 2012 Gasoline Charges	101-682-860.00	20.85		
25416		7/14/2012	3197	February 2012 Gasoline Charges	266-325-860.00	41.36		
25416		7/14/2012	3197	February 2012 Gasoline Charges	101-426-860.00	30.24		
25417		7/14/2012	3186	January 2012 Gasoline Charges	101-265-742.00	91.84		

**MENOMINEE COUNTY
Claims Audit Report**

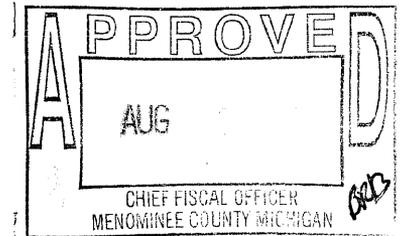


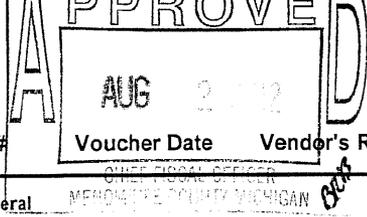
Claim Total

Vendor Name Vcher#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General							
City of Stephenson - P.O. Box 467							
25493	7/19/2012	709	Annex - Water/Electric/Sewer	101-261-920.01	65.95		\$328.07
25493	7/19/2012	709	Annex - Water/Electric/Sewer	101-261-920.02	63.75		
25493	7/19/2012	709	Annex - Water/Electric/Sewer	101-261-920.03	198.37		
CLOVERLAND PAPER CO							\$401.85
25399	7/13/2012	99221	Toilet Tissue, Windex, Vacuum Bags	101-265-755.01	78.27		
25409	7/20/2012	99285	Wipes, Toilet Tissue, Tissues, Towels, I	101-265-755.01	194.02		
25482	7/27/2012	99348	Toilet Tissue, Towels, Liners	101-265-755.01	129.56		
Cody, Glenn							\$12.24
25524	7/30/2012	Reimbursement	Mileage - Parks Committee	208-751-860.00	12.24		
Country Mile Document Destruct							\$130.91
25401	7/16/2012	13454	Document Shredding on 7/12/12	101-265-801.00	130.91		
DEKETO, LLC							\$772.80
25500	8/1/2012	DK 07-12	July 2012 Documents (x368)	256-277-857.00	772.80		
DREES ELECTRIC							\$199.00
25545	7/3/2012	3349	Frigidaire Air Conditioner	101-265-934.00	199.00		
DTE Energy							\$62.71
25491	7/26/2012	462245200011	Annex - Heating	101-261-920.04	62.71		
Friends Ofc Prod Whse Direct							\$328.01
25382	7/24/2012	016849I	ROD - Office Supplies	101-268-727.00	227.39		
25484	7/19/2012	016826	Office Supplies	101-172-727.00	33.32		
25485	7/24/2012	016851	Office Supplies	101-172-727.00	7.99		
25501	7/30/2012	016883I	Equalization - Office Supplies	101-257-727.00	59.31		
Geoffrey C. Lawrence							\$243.80
25380	7/26/2012	2012-100-MI	Court Appointed Legal - Curtis	101-148-807.00	243.80		
Gullicksen, Linda							\$9.53
25381	7/20/2012	Reimbursement	Meal on 7/18/12	101-148-860.00	9.53		
Hashimoto Sewer Service, Inc.							\$555.00
25400	7/16/2012	09860	Maintenance on Lines at Shakey Lakes	208-751-755.02	350.00		
25425	7/25/2012	09895	Cleaned Grease Pits at Jail - 3 Month S	101-265-934.00	205.00		
HERRILD, RENEE							\$349.00
25406	7/30/2012	Reimbursement	Bridge Fare (x2) & Mileage (FOCA Conl	215-141-860.00	349.00		
Hi Tec Building Services							\$2,990.00
25411	5/30/2012	3173	Cleaning Services - May 2012	101-265-801.00	1,495.00		
25481	7/30/2012	3555	July 2012 Cleaning Services	101-265-801.00	1,495.00		
IMAGEWORKS							\$80.00
25424	7/24/2012	4775	Vinyl Decals for Truck Doors	101-265-981.00	80.00		
Jasper, Mark							\$132.09
25549	7/25/2012	Reimbursement	Mileage - July 2012	101-101-860.05	132.09		
Jerome & Kathy Nowak							\$66.00
25386	7/23/2012	Refund	Shakey Lakes Camping Reimbursemen	208-751-964.00	66.00		
Joel Hensley, RN							\$1,365.00
25499	7/31/2012	Nursing Services	August 1 - August 15, 2012	101-301-770.01	1,365.00		
K MART 7031							\$28.64
25503	5/17/2012	07031051712010859	Supplies	208-751-755.02	11.78		
25503	5/17/2012	07031051712010859	Supplies	266-325-755.00	16.86		

**MENOMINEE COUNTY
Claims Audit Report**

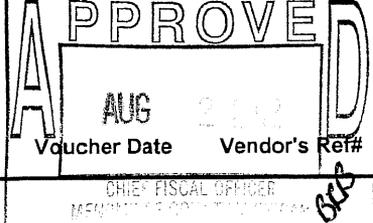
Vendor Name Vcher#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General							
Kleiman, Marc 25498	8/1/2012	Reimbursement	Election Training (Mileage)	101-262-860.00	24.70		\$24.70
Lang, Bernard 25548	7/31/2012	Reimbursement	Mileage - July 2012	101-101-860.01	516.70		\$516.70
LENCA SURVEYING 25395	7/21/2012	12107	Project Yr 2012 (June 25 - July 22, 201	243-246-801.07	3,716.50		\$3,716.50
Linda A. Menacher 25522	8/2/2012	Transcripts	Chapman, Miljour, Herron, Olsen/Rye	101-136-806.00	276.40		\$335.50
	8/2/2012	Transcripts	Chapman, Heikkinen, Olsen/Rye	101-267-806.00	59.10		
Linder Implement Co., Inc. 25550	7/10/2012	96728	Belt	101-265-934.00	62.85		\$62.85
Linderoth, Janis 25530	7/31/2012	Reimbursement	Mileage - U.P. State Fair Authority	101-101-710.00	48.84		\$48.84
LONG HEATING & COOLING INC 25529	7/31/2012	35251	Gasket & Sied Assy	208-751-755.02	10.90		\$10.90
Lufts Advertiser 25478	7/25/2012	July 2012	Advertising	101-101-901.00	21.00		\$269.00
	7/25/2012	July 2012	Advertising	101-262-727.00	248.00		
Marks Septic Service 25494	7/15/2012	874	Pump Tank 3 Loads at Shakey Lakes	208-751-801.00	600.00		\$600.00





MENOMINEE COUNTY
Claims Audit Report

Vendor Name	Vcher#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General								
Mastercard								\$4,925.28
	25427	7/12/2012		Credit Card Sec of State - Lansing	101-265-981.00	76.50	x	
	25427	7/12/2012		Credit Card USPS	101-268-729.00	4.90	x	
	25427	7/12/2012		Credit Card USPS	101-268-729.00	4.90	x	
	25427	7/12/2012		Credit Card USPS	101-268-729.00	4.90	x	
	25427	7/12/2012		Credit Card Replacement Parts	101-265-755.01	23.60	x	
	25427	7/12/2012		Credit Card Heritage Food Service	208-751-755.01	100.62	x	
	25427	7/12/2012		Credit Card Michigan Virtual School	101-132-807.00	550.00	x	
	25427	7/12/2012		Credit Card USPS	101-268-729.00	4.90	x	
	25427	7/12/2012		Credit Card Holiday Inn of Marquette	101-132-860.00	21.73	x	
	25427	7/12/2012		Credit Card Applebees	101-132-860.00	31.38	x	
	25427	7/12/2012		Credit Card Holiday Inn of Marquette	101-132-860.00	86.24	x	
	25427	7/12/2012		Credit Card Holiday Inn of Marquette	101-132-860.00	86.24	x	
	25427	7/12/2012		Credit Card USPS	101-268-729.00	4.90	x	
	25427	7/12/2012		Credit Card USPS	101-268-729.00	4.90	x	
	25427	7/12/2012		Credit Card USPS	101-268-729.00	4.90	x	
	25427	7/12/2012		Credit Card USPS	101-268-729.00	4.90	x	
	25427	7/12/2012		Credit Card USPS	101-268-729.00	4.90	x	
	25427	7/12/2012		Credit Card USPS	101-268-729.00	4.90	x	
	25428	7/12/2012		Credit Card The Store - Escanaba	264-363-881.00	50.91	x	
	25428	7/12/2012		Credit Card Cracker Barrel	264-363-881.00	13.11	x	
	25428	7/12/2012		Credit Card Ramada	264-363-881.00	10.00	x	
	25428	7/12/2012		Credit Card Ramada	264-363-881.00	493.92	x	
	25428	7/12/2012		Credit Card Finley's	264-363-881.00	25.59	x	
	25428	7/12/2012		Credit Card Bennigans - West Lansing	264-363-881.00	16.87	x	
	25428	7/12/2012		Credit Card Holiday	264-363-881.00	44.21	x	
	25428	7/12/2012		Credit Card Shell Oil	264-363-881.00	38.00	x	
	25428	7/12/2012		Credit Card Crystal Mountain Lodging	264-363-881.00	278.46	x	
	25428	7/12/2012		Credit Card Red Robin Delta	264-363-881.00	25.32	x	
	25428	7/12/2012		Credit Card Shell Oil	264-363-881.00	46.01	x	
	25428	7/12/2012		Credit Card Superior Touchless	101-301-981.00	9.00	x	
	25428	7/12/2012		Credit Card Marathon Petro	264-363-881.00	43.26	x	
	25428	7/12/2012		Credit Card Ray Allen #1	101-301-881.01	93.80	x	
	25428	7/12/2012		Credit Card Ray Allen Website	101-301-881.01	503.80	x	
	25428	7/12/2012		Credit Card Marathon Petro	264-363-881.00	76.98	x	
	25428	7/12/2012		Credit Card CodeBlue	101-301-881.00	150.00	x	
	25428	7/12/2012		Credit Card Pack N Ship Center	205-315-727.00	36.75	x	
	25428	7/12/2012		Credit Card PO# 02657 Digital Intelligence	205-315-934.03	1,805.00	x	
	25428	7/12/2012		Credit Card Ray Allen Website	101-301-881.01	69.85	x	
	25428	7/12/2012		Credit Card Superior Touchless	101-301-981.00	8.00	x	
	25428	7/12/2012		Credit Card Intelius	205-315-727.00	19.95	x	
	25428	7/12/2012		Credit Card LexisNexis Risk Mgt	205-315-727.00	50.00	x	
	25428	7/12/2012		Credit Card Ramada	264-363-881.00	-3.92	x	
Maus, Sarah								\$23.96
	25383	7/23/2012		Reimbursement Meal while at conference in Marquette	101-141-803.00	23.96		
Menards - Marinette								\$295.34
	25418	7/20/2012	54562	Building Maintenance - PA Office	101-265-930.01	117.43		
	25419	7/23/2012	55472	PA Office - Building Maintenance	101-265-930.01	79.06		
	25420	7/23/2012	55473	PA Office - Building Maintenance	101-265-930.01	9.94		
	25422	7/24/2012	55761	Building Maintenance - PA's Office	101-265-930.01	26.35		
	25423	7/25/2012	56130	Building Maintenance - PA's Office	101-265-930.01	62.56		
MENOMINEE COUNTY ROAD COMMISSI								\$50.00
	25387	6/18/2012	Nadeau Township	Three Way Road Program	401-446-970.00	50.00		

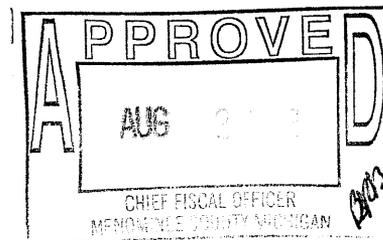


MENOMINEE COUNTY
Claims Audit Report

Vendor Name	Vcher#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General								
MGT of America, Inc.	25407	7/25/2012	22569	CRP FY2012 - Process of Automated T	101-141-801.00	182.00		\$182.00
MI Assoc. of Dist. Cr. Magist	25393	7/27/2012	Dues	Annual Dues for 2013 - Menacher	101-136-802.00	75.00		\$75.00
MICHIGAN ELECTION RESOURCES	25486	7/23/2012	29630	PO# 02683 - Precinct Supply Kits	101-262-727.00	1,575.42		\$1,575.42
MILLERS ACTION OFFICE SUPPLY I	25379	7/25/2012	087320	Sorter for 911	266-325-727.00	20.00		\$178.09
	25389	7/24/2012	087275	E911 - Office Supplies	266-325-727.00	17.57		
	25390	7/20/2012	087195	Treasurer's - Office Supplies	101-253-727.00	118.53		
	25551	7/30/2012	087375	Ink Cartridge - PA's Office	101-267-727.00	21.99		
Pacific Bulletproof Co.	25405	7/17/2012	20436	PO# 02682 - Fiberlass Sheets (x2)	215-141-934.00	1,125.00		\$1,125.00
PAIDL'S TRUE VALUE HARDWARE	25532	7/6/2012	B44326	Circuit Breaker	208-751-930.03	11.98		\$196.83
	25533	7/10/2012	B44556	PVC Cement	208-751-930.03	4.99		
	25534	7/10/2012	A41264	Wasp Killer & Duct Tape	208-751-930.03	10.78		
	25536	7/13/2012	A41389	Ty Wire	208-751-930.03	5.49		
	25537	7/20/2012	A41794	PVC Pipe	208-751-930.03	8.98		
	25538	7/26/2012	A42051	Library - Swifter Refill, Painter Tape	101-265-755.00	41.95		
	25539	7/3/2012	A40858	Probation Office in Annex	101-265-930.01	53.55		
	25540	7/5/2012	A40911	Mark Paint, Poly Brush, Pan & Roller St	101-265-930.01	24.07		
	25541	7/16/2012	B44969	Key	101-265-930.01	3.78		
	25542	7/25/2012	B45498	Orange Tape	101-265-930.01	1.99		
	25547	7/19/2012	B45155	Hex Nut, Bolts, Nail	243-246-765.00	29.27		
Paul & Brenda Kiraly	25385	7/23/2012	Refund	Shakey Lakes Camping Reimbursemen	208-751-964.00	116.00		\$116.00
Payne, Cindy	25504	8/2/2012	Reimbursement	Gloves for ROD	101-268-727.00	12.58		\$12.58
PrintersPlus!	25496	7/26/2012	11722	Envelopes - District Court	101-136-727.00	285.00		\$315.00
	25521	7/31/2012	11737	Treasurer's Office - Envelopes	101-253-727.00	30.00		
Randall Phillipps	25388	7/23/2012	2008-12463-DS	Court Appointed Legal - Lemery	101-131-807.00	25.00		\$50.00
	25398	7/17/2012	2000-9209-DS	Court Appointed Legal - Guard	101-131-807.00	25.00		
S & O LOCK AND PHONE SERVICE	25391	7/17/2012	345559	LSDA Deadbolt - 2413 18th Avenue	517-252-931.00	74.95		\$74.95
Sault Tribe- Chippewa Indians	25394	7/27/2012	Registration	Conference Fee - Trina Rabida	101-426-963.00	50.00		\$50.00
Servco FS Cooperative 100	25487	7/26/2012	96085	Shakey Lakes	208-751-742.00	1,056.34		\$1,056.34
Sherwin Williams Company	25490	7/24/2012	4476-0	Quart of Stain	101-265-930.01	35.08		\$35.08
Simple Distributors, LLC	25546	7/31/2012	13487-1	Printer Ink	101-172-727.00	100.00		\$100.00

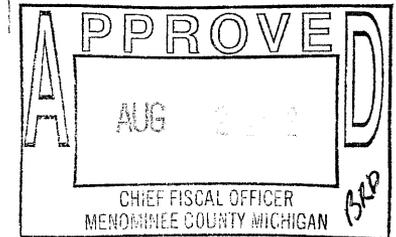
**MENOMINEE COUNTY
Claims Audit Report**

Vendor Name	Vcher#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General								
Standard Insurance Company								\$200.10
	25497	7/27/2012	STA53	Life Insurance Premium	101-101-713.00	11.50		
	25497	7/27/2012	STA53	Life Insurance Premium	101-132-713.00	6.32		
	25497	7/27/2012	STA53	Life Insurance Premium	101-136-713.00	11.50		
	25497	7/27/2012	STA53	Life Insurance Premium	101-141-713.00	9.20		
	25497	7/27/2012	STA53	Life Insurance Premium	101-148-713.00	0.58		
	25497	7/27/2012	STA53	Life Insurance Premium	101-215-713.00	11.50		
	25497	7/27/2012	STA53	Life Insurance Premium	101-172-713.00	4.60		
	25497	7/27/2012	STA53	Life Insurance Premium	101-261-713.00	2.30		
	25497	7/27/2012	STA53	Life Insurance Premium	101-267-713.00	9.20		
	25497	7/27/2012	STA53	Life Insurance Premium	101-268-713.00	2.30		
	25497	7/27/2012	STA53	Life Insurance Premium	101-253-713.00	6.90		
	25497	7/27/2012	STA53	Life Insurance Premium	101-257-713.00	4.60		
	25497	7/27/2012	STA53	Life Insurance Premium	101-265-713.00	2.30		
	25497	7/27/2012	STA53	Life Insurance Premium	101-301-713.00	48.30		
	25497	7/27/2012	STA53	Life Insurance Premium	101-682-713.00	2.30		
	25497	7/27/2012	STA53	Life Insurance Premium	101-103-713.00	2.30		
	25497	7/27/2012	STA53	Life Insurance Premium	101-426-713.00	2.30		
	25497	7/27/2012	STA53	Life Insurance Premium	271-790-713.00	9.20		
	25497	7/27/2012	STA53	Life Insurance Premium	296-663-713.00	2.30		
	25497	7/27/2012	STA53	Life Insurance Premium	296-664-713.00	2.30		
	25497	7/27/2012	STA53	Life Insurance Premium	296-665-713.00	2.30		
	25497	7/27/2012	STA53	Life Insurance Premium	208-751-713.00	4.60		
	25497	7/27/2012	STA53	Life Insurance Premium	205-316-713.00	2.30		
	25497	7/27/2012	STA53	Life Insurance Premium	205-315-713.00	20.70		
	25497	7/27/2012	STA53	Life Insurance Premium	266-325-713.00	16.10		
	25497	7/27/2012	STA53	Life Insurance Premium	266-326-713.00	2.30		
Straight Stitch								\$59.70
	25492	7/12/2012	2491	Janitor Cart	101-265-755.01	59.70		
Time Warner Cable								\$329.95
	25410	7/20/2012	004-700185701-001	July 25 - August 24, 2012	101-103-851.01	329.95		
U.E.S. COMPUTERS, INC.								\$697.00
	25403	7/13/2012	61292	PO# 02672 - Work Station for Debra Wi	266-326-728.01	697.00		
Valley Mechanical, Inc.								\$19,869.92
	25408	7/10/2012	2225	County Library Air Conditioning Units (x	101-997-999.17	19,869.92		
WALTER BROTHERS INC								\$16.28
	25543	7/12/2012	A171856	Building & Grounds	101-265-934.00	16.28		
Waste Management								\$413.51
	25426	8/1/2012	1357756-1856-8	Agusut 2012	101-265-801.00	413.51		
WEST GROUP PAYMENT CENTER								\$404.93
	25392	7/27/2012	825227056	June 1 - June 30, 2012	269-145-801.00	404.93		



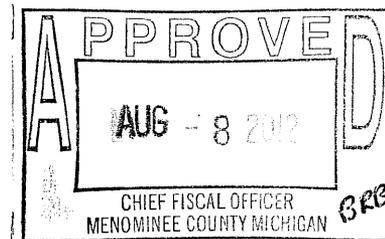
**MENOMINEE COUNTY
Claims Audit Report**

Vendor Name	Vcher#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General								
WISCONSIN PUBLIC SERVICE CORP - P O BOX 19003								\$7,673.74
	25396	7/18/2012	0402047856-00008	Kleinke Park	208-751-920.01	965.77		
	25397	7/18/2012	0402047856-00005	Kleinke Park	208-751-920.01	119.99		
	25488	7/25/2012	1123703438-00000	Bailey House	208-751-920.01	57.04		
	25488	7/25/2012	1123703438-00000	Kleinke Park Street Lighting	208-751-920.01	29.24		
	25488	7/25/2012	1123703438-00000	Kleinke Park	208-751-920.01	54.25		
	25488	7/25/2012	1123703438-00000	Bailey Park Street Lighting	208-751-920.01	12.72		
	25489	7/25/2012	0402047856-00006	Stoney Point Street Lighting	208-751-920.01	33.22		
	25525	7/27/2012	0402055840-00001	Jail - Electrical Service	101-265-920.03	5,648.53		
	25526	7/27/2012	0402191663-00001	Health Care Center - Electric/Gas	101-265-920.03	337.52		
	25526	7/27/2012	0402191663-00001	Health Care Center - Electric/Gas	101-265-920.04	9.96		
	25527	7/27/2012	0402047856-00004	Courthouse - Gas	101-265-920.04	405.50		
Wolters Kluwer Law & Business								\$402.56
	25531	7/16/2012	85338222	Payroll Managers Letter (10/12 - 9/13)	101-103-755.00	402.56		
Total Amount for Bank Account: General								\$124,988.71



MENOMINEE COUNTY
Claims Audit Report

Vendor Name	Vcher#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General								
Mid-Michigan Kennels, Inc.	25626	8/7/2012	Canine	PO# 02691 - Canine & Handler	101-301-881.00	8,500.00		\$8,500.00
Mr. & Mrs. Salo	25625	8/7/2012	Reimbursement	Partial Refund of Kleinke Park Lease 20	208-751-964.00	485.10		\$485.10
Total Amount for Bank Account: General								\$8,985.10



MENOMINEE COUNTY BOARD OF COMMISSIONERS AGENDA ITEM

SUBJECT:	Miscellaneous Boards/Committees/Commission Reports
DEPARTMENT:	Administration
ATTACHMENTS:	Yes
SUMMARY:	
Miscellaneous reports discussed at the 8/14/12 County Board meeting	
RECOMMENDED MOTION	
To approve the miscellaneous reports discussed at the 8/14/12 County Board meeting	

Submitted by: Brian Bousley

 08/23/2012
Date

WORKSHOP ACTION

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

COUNTY BOARD ACTION

DATE:

	Approved
	Disapproved
	Approved with the following change(s):

MENOMINEE COUNTY BUILDING CODE DEPARTMENT

S904 US HIGHWAY 41 STEPHENSON, MI 49887

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

MONTHLY BUILDING PERMIT REPORT

08/01/2012

PERMIT#	DATE ISSUED	OWNER	ADDRESS	TWP.	PERMIT FEE
P12721-12	07/05/12	WASH JAMES	CO RD 577	FAITHORN TWP.	\$149.88
Work :	3.GARAGE	26X36 GARAGE			003-102-006-00
P12722-12	07/05/12	SECLUDED LAND COMPANY LLC	CHALK HILLS SHORES C	HOLMES TWP.	\$327.60
Work :	1.NEW DWELLING	CABIN			006-436-007-75
P12723-12	07/05/12	RIVARD TROY	N4939 CO RD 577	MELLEN TWP.	\$119.80
Work :	5.MOVED STRUCTURE				009-131-006-50
P12724-12	07/05/12	LEGRAVE KENNETH J & KIM R	N15167 ST RD V-4	FAITHORN TWP.	\$177.40
Work :	7.DECK/PORCH				003-228-003-00
P12725-12	07/12/12	COREY FRANCIS & KATHLEEN M	N7381 US HWY 41	MELLEN TWP.	\$850.00
Work :	11.COMMERCIAL	11,200 SQ. FT. STORGE			009-400-001-00
P12726-12	07/12/12	BUELTEMAN JARED	N603 S P-3 LN	MENOMINEE TWP.	\$182.52
Work :	3.GARAGE	32X42 GARAGE			010-028-027-50
P12727-12	07/16/12	PORATH GABRIELE	32 RD	GOURLEY TWP.	\$192.60
Work :	4.MANUFACTURED	14X70 SINGLE WIDE			004-027-001-00
P12728-12	07/16/12	KUBIAK RONALD J	N5553 CO RD 577	MELLEN TWP.	\$136.44
Work :	3.GARAGE	24X32 POLE BUILDING			009-128-008-00
P12729-12	07/20/12	RIVARD LLOYD & PEGGY	N9350 M-2 LN	DAGGETT TWP.	\$215.80
Work :	3.GARAGE	40X44 POLE BUILDING			002-201-014-00
P12730-12	07/24/12	WAGNER ROSS & BRITTANY	MEINTZ RD	STEPENSON TWP.	\$497.30
Work :	1.NEW DWELLING	NEW HOME ON BASEMENT W/LOFT DETACHED GARAGE			014-017-001-00
P12731-12	07/25/12	VERMEULEN JAMES ETAL	N8270 OLSON RD J-2	STEPENSON TWP.	\$98.04
Work :	2.ADDITION	LEAN TOO ON EXISTING POLE BUILDING			014-021-016-00
P12732-12	07/25/12	DONOVAN EDWARD & PATRICK &	W2401 CO RD 360	CEDARVILLE TWP	\$313.00
Work :	1.NEW DWELLING	28X50 CAMP			001-230-003-00

P12733-12	07/25/12	CONNER WAYNE C & SUE A	N544 FAIRLAND CIR	MENOMINEE TWP.	\$298.07
Work :	2.ADDITION	ROOM AND GARAGE ADDITION			010-440-080-00
P12734-12	07/30/12	SUPERIOR CEDAR PRODUCTS INC	101 FENCE FACTORY RD	NADEAU TWP.	\$2,862.70
Work :	11.COMMERCIAL	27,877 MANUFACTURING BUILDING			042-019-083-10
P12735-12	07/30/12	NOFSINGER ANGELA	W8278 N LAKE DR	FAITHORN TWP.	\$251.22
Work :	1.NEW DWELLING	33X30 CAMP			003-229-008-00
P12736-12	07/30/12	GRINSTEINER WAYNE & KATHLEEN	W5638 CO RD 342	MELLEN TWP.	\$132.12
Work :	2.ADDITION	14X24 ADDITION			009-180-050-00
P12737-12	07/31/12	NOWAK KENNETH SR	N6115 JIMTOWN RD	INGALLSTON TWP.	\$194.20
Work :	3.GARAGE	30X42 GARAGE			007-018-017-00
P12738-12	07/31/12	YAGODZINSKI ALLEN & KAREN	N16234 LAFAVE D-3 LN	HARRIS TWP.	\$192.60
Work :	4.MANUFACTURED	14X70			005-009-025-00

Total Permits

18

Total Fees

\$7,191.29

U.P. State Fair Authority Board Meeting Minutes

June 1, 2012
12:00 p.m. ET

Escanaba, MI

Members Present:

Jerald Campbell, Chairman, Chippewa County
David Rivard, Vice Chair, Delta County
Ann Harrington, Treasurer, Schoolcraft County
Edward Lindstrom, Alger County
Daune Smith, Baraga County
John Degenauer, Dickinson County
James Gale, Houghton County
George Brunswick, Iron County
Joe Langdon, Keweenaw County
Phyllis French, Luce County
Calvin McPhee, Mackinac County
Chuck Bergdahl, Marquette County
Janis Linderoth, Menominee County
Hubert Lakkari, Ontonagon County
Dave Anthony, Hannahville Tribe

Members Excused:

Dan Siirila, Gogebic County

Agent Staff & Guests:

Jonathan Mead, UPCAP (Administrative Agency/Secretary)
Vickie Micheau, Delta County Chamber of Commerce (Management Team)
Tracy Lektzian, UPCAP
Steve Masters, Bays De Noc Convention & Visitors Bureau (Management Team)
Sheila Krueger, Delta County Chamber of Commerce
Tom Sinnaeve, Delta County Chamber of Commerce

1. Call to Order

Chairman Campbell called the meeting to order at 12:03 p.m. ET. Roll call is recorded above.

2. Public Comment

There was no public comment.

3. Adoption of Agenda

Motion by Degenauer, supported by Anthony, to approve the Agenda. Motion carried.

Animal ID Process

Ms. Harrington reviewed the Steer Identification Proposal. Discussion was held regarding having two types of identification: RFID Tag and Fair Tag. Also it was decided to have two personnel go to place tags: One from the UPSF and one from the farm.

Motion by Anthony, supported by Campbell, to adopt the Steer Identification Proposal dated June 1, 2012 as presented by Ann Harrington. Motion carried.

8. Board Member Comments

Jake Campbell asked Authority members to make a small donation so the Authority could send a token of appreciation to Kathy Gunderman for her years of service during the fair.

With nothing new on the agenda, the Buildings and Grounds Committee Meeting will be cancelled for this afternoon.

9. Public Comment

None.

10. Next Meeting

The June 29th Meeting of the Executive and Buildings and Grounds Committee has been cancelled due to scheduling conflicts. The Full Board will meet as scheduled on Friday, July 27th.

Motion by Degenauer, supported by Anthony, to adjourn the meeting. Motion carried.

Jonathan Mead, Secretary
U.P. State Fair Authority

*Menominee-Delta-Schoolcraft
Community Action Agency*

GOVERNING BOARD MEETING
Thursday, May 17, 2012
1:30 p.m.

MINUTES

The meeting was called to order at 1:32 p.m. by Chair Karen Wigand. A quorum as noted with the following in attendance:

MEMBERS PRESENT

Karen Wigand, Delta
Dan LaFoilie, Schoolcraft
Gil Vandenhouten, Menominee
Myra Croasdell, Delta
Omer Doran, Schoolcraft
Bernie Lang, Menominee
Walter Multerer, Menominee
Julie Moberg, Delta
Mari Negro, Delta
Ken Penokie, Delta

OTHERS PRESENT

William Dubord, Executive Director
Cathy Pearson, Executive Assistant
Kristine Berhow, CPA
Kevin Pascoe, CPA
Kim Johnson, ECP Director
Connie Maule, SCP Director
Theresa Nelson, RSVP Director
Joe Dehlin, WX Director
Mary Bunnin, FGP Director
Beau Miller, Finance Director
Sally Kidd, Senior Services Director

MEMBERS ABSENT

Dave Moyle, excused
Tom Lippens, excused
Geri Nelson, excused
Beth Pletcher, excused
Brenda Moya, excused
Dave Anthony, excused
Ken Bryant, excused
John Stapleton, excused
Rev. Levin, excused

Chair Wigand welcomed new board member, Julie Moberg, who works at MSU Extension and is representing the Early Childhood Program.

ACCEPTANCE OF APRIL 12, 2012 GOVERNING BOARD MINUTES

Members received a draft of the April 12, 2012 Governing Board minutes for their review. The Chair indicated that in the section to approve COLA funds two minor wording changes were made. ***KEN PENOKIE MOVED TO ACCEPT THE APRIL 12, 2012 GOVERNING BOARD MINUTES WITH THE RECOMMENDED MINOR CHANGES, MARI NEGRO SUPPORTED THE MOTION; MOTION CARRIED.***

FINANCE COMMITTEE REPORT

The Chair called on Kristine Berhow, CPA from Anderson, Tackman and Co. who presented the audit for the fiscal year ending 9/30/11. Ms. Berhow reviewed their management letter. She then turned the presentation over to Kevin Pascoe who reported there were no questioned costs or audit findings. Ms. Wigand suggested the members take some time to review the audit after the meeting and if any questions result, they can contact Beau or Bill for clarification. **DAN LAFOILLE MOVED TO ACCEPT THE AUDIT FOR THE FISCAL YEAR ENDING 9/30/2011, KEN PENOKIE SECONDED THE MOTION; MOTION CARRIED.** The Chair called on Dan LaFoille who reported that the Finance Committee met today and reviewed the April Accounts Payable Schedules **AND RECOMMENDS THEIR ACCEPTANCE. MR. MULTERER SUPPORTED THE MOTION; MOTION CARRIED. DAN LAFOILLE MOVED FOR ACCEPTANCE OF THE FINANCE COMMITTEE REPORT, MR. PENOKIE SECONDED THE MOTION; MOTION CARRIED. (see attachment "A")**

NOMINATING COMMITTEE REPORT

Ms. Wigand called on Bill Dubord who reported that the Nominating Committee met today and reviewed possibilities for filling the two consumer sector vacancies in Schoolcraft County. One option is for Ilene Martin from the Schoolcraft Commission on Aging (Manistique Senior Center) and there are two retired teachers that Joan Ecclesine will check with to see if they are interested in serving on the Governing Board. The committee directed staff to send out an Officer Interest Survey to all members to see who might be interested in running for Chair, Vice-Chair, Secretary or Treasurer seats. **DAN LAFOILLE MOVED TO ACCEPT THE NOMINATING COMMITTEE REPORT, BERNIE LANG SUPPORTED THE MOTION; MOTION CARRIED. (see attachment "B")**

ACCEPTANCE OF APRIL EARLY CHILDHOOD PROGRAM MONTHLY REPORT

Members received a copy of the April Early Childhood Program monthly report for their review. There were no questions or comments **AND IT WAS ACCEPTED WITH A MOTION FROM KEN PENOKIE, SECONDED BY GIL VANDENHOUTEN; MOTION CARRIED.**

ACCEPTANCE OF 3/28/12 HEAD START POLICY COUNCIL MINUTES

Members received a copy of the 3/28/12 Head Start Policy Council minutes. There were no questions or comments **AND IT WAS ACCEPTED WITH A MOTION FROM MYRA CROASDELL, SECONDED BY MR. VANDENHOUTEN; MOTION CARRIED.**

REVIEW OF ECP OUTCOME REPORTS

Members were given copies of the outcome reports for the Early Childhood Program, one was the results of a parent satisfaction survey. **(see attachment "C")**

EXECUTIVE DIRECTOR'S REPORT

Chair Wigand called on Bill Dubord who reported that we received the grant application for ECP funding for next year with the funding level basically the same as last year. We will seek board

Governing Board Minutes

Thursday, May 17, 2012

Page 3

approval at the July 19, 2012 Governing Board meeting but would also like board input during a work session that will be held on July 17th – more information will be forthcoming. Head Start classes will be done on May 31st for the year. The Chair asked if we will be seeking a waiver for in-kind again this year. Ms. Johnson indicated we will be – it needs to be submitted no later than 45 days before year end.

OMER DORAN MOVED TO ACCEPT THE EXECUTIVE DIRECTOR'S REPORT, MYRA CROASDELL SECONDED THE MOTION; MOTION CARRIED.

PUBLIC COMMENT/OTHER BUSINESS

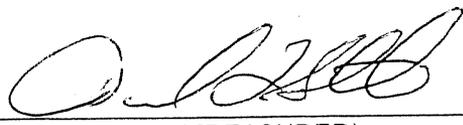
There were no public comments or other business.

ADJOURNMENT

There being no other business ***THE MEETING ADJOURNED AT 2:21 P.M. WITH A MOTION FROM DAN LAFOILLE, SUPPORTED BY BERNIE LANG; MOTION CARRIED.***

THE FINANCE COMMITTEE HAS REVIEWED THE APRIL 2012 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	\$	188,707
EARLY HEAD START		57,559
EARLY-ON CHILDHOOD		1,036
GSRP		14,240
ASSET & LIABILITY ACCOUNTS		131,302
TOTAL	\$	<u>392,844</u>

SIGNED  (TREASURER)

DATE 5-17-12

Attachment A

FINANCE COMMITTEE MEETING
Thursday, May 17, 2012
12:15 p.m.

MINUTES

The meeting was called to order by Chair Dan LaFoilie and the following were present: Dan LaFoilie, Omer Doran, Bernie Lang, Karen Wigand, Bill Dubord and Beau Miller. Rev. Levin, excused.

The committee reviewed the CAA credit card charges from 3/27 – 4/24.

The committee reviewed the HRA credit card charges from 2/18 – 3/21 & 3/22 – 4/18.

The committee reviewed the CAA April Accounts Payable Schedule and **THEY WERE ACCEPTED WITH A MOTION FROM OMER DORAN, SECONDED BY BERNIE LANG; MOTION CARRIED.**

The committee reviewed the HRA April Accounts Payable Schedules and **THEY WERE ACCEPTED WITH A MOTION FROM BERNIE LANG, SECONDED BY OMER DORAN; MOTION CARRIED.**

The Finance Director gave a brief overview of the audit which will be presented to the full board at today's Governing Board meeting.

The meeting adjourned at 12:45 **WITH A MOTION FROM MR. LANG, SUPPORTED BY OMER DORAN; MOTION CARRIED.**

*Nominating Committee Meeting
Thursday, May 17, 2012
1:00 p.m.*

MINUTES

Omer Doran, Dan LaFoilie, Gil Vandenhouten, Karen Wigand, Bernie Lang, Bill Dubord and Cathy Pearson were in attendance. John Stapleton, Tom Lippens and Dave Anthony asked to be excused.

The committee discussed possible nominees to fill the two Schoolcraft Consumer Sector vacancies. Possibilities are: Ilene Martin who would represent the Schoolcraft Commission on Aging through the Manistique Senior Center. Mr. LaFoilie indicated he thinks this could be beneficial to the Manistique Senior Center (which is not ours) to see how we operate our centers with more focus on services than activities. **OMER DORAN MOVED TO HAVE MR. LAFOILE AND STAFF FACILITATE OFFERING ONE OF THE CONSUMER SECTOR SEATS TO THE SCHOOLCRAFT COMMISSION ON AGING, GIL VANDENHOUTEN SECONDED THE MOTION; MOTION CARRIED.** In addition, Joan Ecclesine, from our Head Start staff, is checking with two retired teachers to see if either of them would be interested in representing the Head Start Policy Council. He noted if any of these options don't work out our fallback position could be to get a representative from the Senior Companion Program PAC.

Bill reminded the members that the annual election will be held at the July 19th meeting. In the past we have sent a Board Officer Interest Survey to the members to determine who would like to be put on the ballot. The committee directed staff to send out the survey to all the members with a self-addressed, stamped envelope.

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

**MDS CAA EARLY CHILDHOOD PROGRAM - PARENT SATISFACTION SURVEY
SUMMARY REPORT 2012- Winter**

METHOD: 379 Surveys Distributed / 75 Returned – Return Rate: 20%

A. My Child's Center Experience - Classroom – HS and GSRP only (No surveys returned for toddler room)	Very Satisfied	Satisfied	Concern
1. The classroom environment at the center is clean, safe & well-maintained.	52	7	
2. Healthy habits are promoted such as nutrition, safety, & physical fitness.	51	2	
3. Materials & activities support my child's development & encourage curiosity & problem-solving.	54	4	1
4. Staff interactions with my child are warm, caring, and consistently positive.	51	3	
5. Staff use positive guidance to encourage self-control, cooperation, & build self-esteem.	56	3	
6. Activities in the classroom support the goals we have set for my child.	54	5	
7. The Home-School Link provides me with opportunities to connect my child's learning at home with his/her learning at school.	53	6	
8. The outdoor environment at the center is clean, safe and well-maintained.	49	10	

B. My Child's Center Experience - EHS Playgroups	Very Satisfied	Satisfied	Concern
9. The playgroup environment at the center is clean, safe & well-maintained.	8	1	
10. Healthy habits are promoted such as nutrition, safety, & physical fitness.	9	1	
11. Materials & activities support my child's development & encourage curiosity & problem-solving.	7	1	1
12. Staff interactions with my child are warm, caring, and consistently positive.	9	1	
13. Staff use positive guidance to encourage self-control, cooperation, & build self-esteem.	9	1	
14. Activities at the playgroups support the goals we have set for my child.	9	1	
15. The Home-School Link provides me with opportunities to connect my child's learning at home with his/her learning at school.	8	2	
16. The outdoor environment at the center is clean, safe and well-maintained.	7	1	

C. Home Visit Experience	Very Satisfied	Satisfied	Concern
1. Staff is considerate of my time when scheduling home visits.	70 (GSRP)	1	
2. Staff keep our scheduled visits and make-up time is scheduled if visits are missed.	69 (GSRP)	2	
3. I am consistently included in planning for the next home visit.	61	3	
4. We plan activities around goals I have for my child's learning & development.	59	3	
5. Staff help me to use my home routines & materials to teach my child.	60	5	
6. I am encouraged to play an active role, or take the lead in parent-child activities.	62	2	
7. Staff use positive guidance to encourage self-control, cooperation, & build self-esteem.	69 (GSRP)	2	
8. I feel the home visits meet the needs of my child/family.	68 (GSRP)	3	

D. Communication	Very Satisfied	Satisfied	Concern
1. Staff show respect when they communicate with my family.	65	5	
2. I am kept informed about my child's progress.	65	5	
3. Staff are available to me when I have questions, comments, or concerns.	63	7	
4. I feel comfortable and welcomed in my child's classroom.	63	5	
5. I feel comfortable and welcomed at parent activities.	64	5	
6. I consistently receive information through newsletters.	66	5	
7. I have been able to access information through the parent handbook.	63	6	

8. I learn about my child's development through parent-teacher conferences, home visits & newsletters.	67	3	
9. I receive flyers about upcoming events.	67	5	
10. I find information on the parent bulletin board at the center.	59	9	

E. Transportation – HS only (No surveys returned for toddler room)	Very Satisfied	Satisfied	Concern
1. The bus driver and bus monitor have been courteous to me and my child.	50	2	
2. Staff interactions with my child are warm, caring, and consistently positive.	50	1	
3. The bus driver follows the schedule, makes allowances for bad weather, etc.	50	1	1
4. My child is learning safe riding practices (bus safety).	51		
5. The bus monitor or another adult helps my child enter and exit the bus.	49	2	
6. The bus driver uses careful driving practices to safely operate the bus.	51		

F. Family Support	Very Satisfied	Satisfied	Concern
1. Staff discuss my family's needs, providing assistance with referrals & information if needed.	60	7	
2. Staff have assisted us/our child in staying current with child exams/physicals.	60	8	
3. Staff have assisted us/our child to find a dental provider.	59	7	
4. Staff have assisted me in obtaining a dental exam for my child.	58	9	
5. I have received information or assistance to help define goals for myself and/or my family.	59	8	
6. I have received information/assistance with accomplishing & pursuing the goals I have for myself or my family.	60	8	
7. The information in newsletters on the topic of depression was useful to me and/or my family.	55	10	1
8. The Depression Screening Tool was useful to me and/or my family. (HS and EHS only)	48	11	1

G. Program participation has helped my child:	Agree	Disagree	Don't know
1. Become more independent	70	1	
2. Express him/herself using words & expanded sentences.	69	1	
3. Understand & use numbers	66	1	
4. Learn to share and cooperate	69		2
5. Understand & enjoy stories.	67		
6. Learn some letters.	65		1

H. When I requested help regarding concerns about my child's social-emotional development or my child's disability/disabilities:	Agree	Disagree	Don't know
1. I received a response & information about my concerns in a timely manner.	58		2
2. Information was useful & helpful in determining the next steps to take.	55		2
3. Information helped to educate & support me as my child's primary advocate.	56		2
4. Information was supportive of my family's values.	55		4
5. My Family Service Worker or Home Visitor assisted me throughout the process.	54		2
6. I was informed about timelines, observations and/or other relevant information.	58	1	2

I. I have been provided with informational support regarding:	Agree	Disagree	Don't know
1. Child Development	69		
2. Physical Health	68		1

3. Dental Health	69		
4. Mental Health	66		2
5. Crisis Assistance – Emergency food, clothing, housing	60	3	5
6. Community Resources	64	3	2
7. Personal Relationships	61	2	4
8. Disabilities	59	2	6

J. I have received information on how to be involved with:	Agree	Disagree	Don't know
1. Volunteer Opportunities	68		2
2. Center Parent Committee	67		3
3. Policy Council	67		3
4. Family Gatherings	69		2
5. Information or activities provided specifically for fathers.	66		5
6. Community Events	65	2	3

K. Program participation has helped me/my family:	Agree	Disagree	Don't know	Does not apply to my needs
1. Better understand my child's social-emotional development.	68		1	2
2. Better understand my child's language development.	67			4
3. Better understand how my child learns through play.	70			
4. Better understand my child's fine & gross motor skills development.	68	1		1
5. Better understand my role as my child's first & primary teacher.	66			4
6. Feel more comfortable talking to my child's health care provider.	57	1	2	10
7. Better understand the importance of early dental care.	66	2		3
8. Use new or better ideas for guiding my child's behavior.	65		1	3
9. Be more aware of how I respond to my child.	68	1		2
10. Learn something new about keeping my home environment safe.	62	3		3
11. Learn something new about health and/or nutrition.	66	1	2	2
12. Learn better ways to handle parenting stress.	63	1	3	4
13. Learn how to improve my self-concept and/or emotional well-being.	57	2	3	8
14. Strengthen our relationship & work together to care for our children.	60	1		10

1. The portion of Home Visits that I most enjoyed:

33 A chance to set goals for my child _55_ A chance to talk with my child's teacher/home visitor 4- Other: *both, *knowing what he needs to work on, *she looks forward to A coming to our home with activities, *everything

2. The portion of Family Fun Nights or Early Head Start Playgroups that I most enjoyed:

26 Spending time with my child 17 Meeting other families 19 Doing new activities 7 Other: *my son playing with others, *didn't go yet, *don't attend, *haven't yet. We're new but plan have been informed and plan on going, *seeing who is around my son

If you did not participate in a Family Fun Night or Early Head Start Playgroup, please tell us why: _1__ Didn't know about it

17 Not enough time 3__ Not interested 3__ No transportation 9_ Day or time of event 6 Other – *at work, *It doesn't seem that we are told them about them enough in advance. I receive a newsletter about when it will be and the next day I have to respond (NCCMC), *haven't been to one yet, *had school myself or husband working

3. As a result of my child receiving free books and participating in the Lending Library, I:
- 58_ Spend more time reading with my child 8_ Visit the public library 8 Other *have a new book to read every night!, *have a larger collection now! It's great to have new books to read, *get to read a variety of books, *enjoy observing what types of books are picked outside of home library, *C really enjoys when we read to her so it helps build our library at home so I don't have to read the same one over and over, *haven't yet. Plan to, *get to read more new books. Get to see my child excited about new books, *helps my child learn about responsibility, *still spend lots of time reading with my child as before, *don't get free book for my child
4. By participating in center/program activities (such as Center Parent Committee and Policy Council), I:
- 11_ Helped to plan center activities 16_ Had a better understanding of center activities 2 Other - *filled out forms and do want to volunteer, *we love PC where we have a say and understanding of things
- If you did not participate in the Center Parent Committee and/or Policy Council please tell us why:
- 32_ Not enough time 13_ Not interested 5_ Didn't know about it 3_ No transportation 5 Other - *with my learning disability I would not be good at something like that so I leave it to other parents, *have 3 kids, *just started with program. Plan to become more involved
5. As a result of receiving Center Newsletters and other handouts, I:
- 64_ Felt informed about upcoming activities 28_ Learned something new 1_ Did not receive it consistently
- 1_ Would like more information on _____ 1 Other *I really enjoy the simple, nutritious recipes in the monthly newsletter,
6. As a result of visiting my child's classroom, I: (HS and GSRP only- No surveys returned from toddler room)
- 36_ Have a better understanding of what my child's day is like 18_ Enjoyed spending time together with my child at school
- 19_ Felt more comfortable at the center and got to know the staff better Other
- If you did not make a visit to your child's classroom, please tell us why:
- 10_ Not enough time Not interested Didn't know it was an option 1_ No Transportation 4 Other : *either at work or have the baby at home, *work days, *ill, *My child has been clingy at drop off lately. Not sure how she will do if I stay in class all day.

January, 2012 Parent Satisfaction Survey Notes or Comments

- Our child is enjoying her experience and loves her teachers. We're very impressed at how much she is learning. We are very pleased!
- This school has been wonderful for my daughter as well as my husband and myself. The school link is fun and we enjoy doing the activities.
- I really like the techniques used to educate the little ones through this program. I've had the unfortunate experience with out of state schools who seemed to use intimidation and staunch old fashion ways. It was not only ineffective, but failed to help my kids trust the staff and it was very upsetting. Escanaba schools as a whole has been a great experience from a parental standpoint. I'm very glad I made the decision to move home to Esky. The quality of education and the relationships they are already building not only with peers , but with teachers and other faculty have my heart at ease. Thank you all for a job well done.
- Miss G is a wonderful teacher. My son respects her. She should get a raise. I feel that the bussing situation is still a problem with this program. It is hard to find rides sometimes.
- Didn't receive a free book.
- Concerned about dolls with private parts.

- The teachers are great with the kids and a very concerned and caring about them.- 2
- We don't go to playgroups.
- I wish that my child could get a free book so I can read to her. She like it. But I can not read to her if I do not have a book to read to her.
- My child really enjoys A's company when she is here and enjoys learning with A and I. She has grown so much since when A first started coming. We really enjoy A's company and ideas.
- A+! Excellent!
- N is a god send! She is experienced with all age children, very understanding. She is an exceptional person.
- I couldn't be happier with everyone I work with at Head Start. N is one of the most loving, caring people I have ever met and am glad I have her helping me through this hard time.
- I would like to receive more info for the fathers and community groups. Thank you!
- N is amazing!
- My daughter was pushed down by another student while getting on the bus. She has a big lump and a cut on her head. The parent of the other child was called. That was it. I feel some kind of punishment should have been given to the other child. If my daughter wouldn't have been wearing her winter hat, her head would have been split wide open. Then I would have been calling whoever I had to for something to be done about the child who pushed her for no reason. I would like to talk to someone concerning this matter. I feel something further should be done. Thank you.
- I just wanted to thank my daughter's teacher Miss B for doing so much for her. She is always asking where Miss B is and I love that she looks up to you. Also N has done so much for our family that I just couldn't thank her enough!
- I am very glad that my daughter attends the school because I feel it's a really good program. She's communicating more with other kids and I've noticed that she's just getting smarter everyday. Thank you so much!
- Head Start staff is great! The school is clean and safe. The children are very lucky to have Head Start in our community.
- Things my child already could do or already knew about were still helpful. All things even ones she knew still help her grow. She loves school!
- Miss M has impressed me in the way she handles her classroom. In getting to know her, I have gained confidence in her and feel comfortable knowing my daughter is in her care. Needless to say, I am disappointed in the financial cuts to the program this year. I would love to see the "snack and a story" return and I wish the classes could be offered at least a small snack at the end of their school day.
- The program is great! J has come a long way! We were afraid at first because of her disabilities, but Miss S and the staff are all great. They have helped her a lot also helped us! Keep up the good work! The program is great!
- B is a very wonderful teacher. She has taught my daughter a lot of new things. My daughter now knows her whole ABC's and also has been spelling a lot of new words. My daughter was lucky to get Beth as a teacher both years for Head Start. Also the program is wonderful! Thank you all very much for the wonderful staff and everything else.
- I am a very satisfied parent. I think this program is wonderful. It has helped my son get ready for kindergarten and now my daughter is in the program. She has benefitted from this program in many ways, including kindergarten readiness, following directions, respect, listening, problem solving, among many other skills. Thank you.
- The staff has been very helpful with helping me and my child's behavior that I've been having problems with for a couple of years. The program has helped my child and family out with everything he has learned and all the information I have received . Thank you.
- My child really enjoys going to school to learn and play with others. She has become more independent, has learned to share and take turns, and enjoys trying to tell me how her day went. Overall, I am very satisfied with how far she has come and I'm very happy that she enjoys going to school.
- Gladstone center is excellent, has been very helpful to me and my child. I am very appreciated of all the help, goals , and learning at the center.
- My daughter loves going to school! So I just want to say thank you! She tells me that. She loves her teachers. There was one time that I had concern it was with one of your subs. She was too looking at her phone by the time she even moved, J was off the bus.
- B has learned a lot from being in HS. He is not as shy and openly participates more. He has learned a lot about sharing and to better express himself. He has been getting very good at counting and his letter recognition as well. I have had a positive experience dealing with his teachers and enjoy spending time in the classroom with him.
- I think the center and staff do a wonderful job with the kids and with the support they provide for the parents. The FFNs are fantastic and my son looks forward to them every month. I love how welcome parents are at the center and in the classroom. One thing I would like to see more of is more pushing of him to practice writing his name. We try it at home all the time, but I think reinforcing it at school would help. When he gets home from school and we ask him what he did at school his answer is always play. So it makes me wonder at times how much learning is done at school I try to get to the classroom as much as possible, but with my college schedule that is not always possible. The only thing I have ever seen him doing when I am there is playing with toys.

SUMMARY & ANALYSIS

Overall, most families responded that that are “very satisfied” or “satisfied” with the program services that have been offered. A few families noted some concerns that have been addressed by supervising managers, staff, and families. When looking back at Spring 2011 data, it appears our return rate has increased by 6%. In compiling the data for all 3 programs (HS, EHS, GSRP), I noticed that some of the questions on the surveys did not pertain to the corresponding program. This will need to be fixed for the next distribution in order to ensure that responses are more accurate. Regarding parent participation in parent involvement activities, the biggest factor for parents not participating remains to be “not enough time”. Parents who listed other reasons such as “no transportation” or “did not know about it”, were contacted; if they provided their name. All parents reported that they do feel that they are being notified promptly and the issue has been resolved. Some parents seemed to be surprised when told that we do offer transportation assistance. Staff does state that transportation assistance is available in all newsletters and on all invitations for center activities. If a parent did not put their name on a survey, the manager discussed the response with the staff so that they were aware that some families are feeling uninformed about transportation and to make sure it is discussed with all families again. In the section regarding program participation and how it has helped your family, a number of families either disagreed or stated that the statement does not apply to their needs. When parents were contacted, they replied that they felt that these things were already present in their families so things didn’t necessarily change. One suggestion might be to move the “disagree” box in the section to the end column and put the “doesn’t apply to my needs” next to the agree column since most parents statements seem to reflect that response.

APPLICATION

1. Review and modify survey before next distribution (Spring 2012) so statements correspond to the appropriate program and the services that are offered within that program.
2. Move the “disagree” column and the “does not apply” column in the program participation and family section. This will help save time for managers who have to contact all the families that put disagree when they really mean that it doesn’t apply to their needs.
3. Program will consider offering some sort of an incentive to parents for completing this survey. This may help increase the return rate and also give us more information about services being offered.

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

**GOVERNING BOARD MEETING
Thursday, May 17, 2012
1:45 p.m.**

MINUTES

The meeting was called to order at 2.22 p.m. by Chair Karen Wigand. A quorum as noted with the following in attendance:

MEMBERS PRESENT

Karen Wigand, Delta
Dan LaFoilie, Schoolcraft
Gil Vandenhouten, Menominee
Myra Croasdell, Delta
Omer Doran, Schoolcraft
Bernie Lang, Menominee
Walter Multerer, Menominee
Julie Moberg, Delta
Mari Negro, Delta
Ken Penokie, Delta

OTHERS PRESENT

William Dubord, Executive Director
Cathy Pearson, Executive Assistant
Kristine Berhow, CPA
Kevin Pascoe, CPA
Kim Johnson, ECP Director
Connie Maule, SCP Director
Theresa Nelson, RSVP Director
Joe Dehlin, WX Director
Mary Bunnin, FGP Director
Beau Miller, Finance Director
Sally Kidd, Senior Services Director

MEMBERS ABSENT

Dave Moyle, excused
Tom Lippens, excused
Geri Nelson, excused
Beth Pletcher, excused
Brenda Moya, excused
Dave Anthony, excused
Ken Bryant, excused
John Stapleton, excused
Rev. Levin, excused

Chair Wigand welcomed new board member, Julie Moberg, who works at MSU Extension and is representing the Early Childhood Program.

ACCEPTANCE OF APRIL 12, 2012 GOVERNING BOARD MINUTES

Members received a draft of the April 12, 2012 Governing Board minutes for their review. **MARI NEGRO MOVED TO ACCEPT THE APRIL 12, 2012 GOVERNING BOARD MINUTES, MYRA CROASDELL SUPPORTED THE MOTION; MOTION CARRIED.**

FINANCE COMMITTEE REPORT

The Chair called on Kristine Berhow, CPA from Anderson, Tackman and Co. who presented the audit for the fiscal year ending 9/30/11. Ms. Berhow reviewed their management letter. She then turned

the presentation over to Kevin Pascoe who reported there were no questioned costs or audit findings. Ms. Wigand suggested the members take some time to review the audit after the meeting and if any questions result, they can contact Beau or Bill for clarification. **MR. DORAN MOVED TO ACCEPT THE AUDIT FOR THE FISCAL YEAR ENDING 9/30/2011, WALTER MULTERER SECONDED THE MOTION; MOTION CARRIED.** The Chair called on Dan LaFoille who reported that the Finance Committee met today and reviewed the April Accounts Payable Schedules **AND RECOMMENDS THEIR ACCEPTANCE. MR. PENOKIE SUPPORTED THE MOTION; MOTION CARRIED. DAN LAFOILLE MOVED FOR ACCEPTANCE OF THE FINANCE COMMITTEE REPORT, MR. PENOKIE SECONDED THE MOTION; MOTION CARRIED.** (see attachment "A")

NOMINATING COMMITTEE REPORT

Ms. Wigand called on Bill Dubord who reported that the Nominating Committee met today and reviewed possibilities for filling the two consumer sector vacancies in Schoolcraft County. One option is for Ilene Martin from the Schoolcraft Commission on Aging (Manistique Senior Center) and there are two retired teachers that Joan Ecclesine will check with to see if they are interested in serving on the Governing Board. The committee directed staff to send out an Officer Interest Survey to all members to see who might be interested in running for Chair, Vice-Chair, Secretary or Treasurer seats. **KEN PENOKIE MOVED TO ACCEPT THE NOMINATING COMMITTEE REPORT, MS. NEGRO SUPPORTED THE MOTION; MOTION CARRIED.** (see attachment "B")

ACCEPTANCE OF PROGRAM MONTHLY REPORTS

Members received a copy of the FGP & SCP April/May monthly reports and the Senior Services second quarter report 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.**

ACCEPTANCE OF POLICY ADVISORY COMMITTEE MINUTES

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

- a) 3/27/12 (Delta) Senior Companion Program PAC minutes
- b) 4/18/12 (Delta) Retired & Senior Volunteer Program PAC minutes
- c) 4/10/12 (Mid-County) Senior Center PAC minutes

There were no questions or comments **AND THEY WERE ACCEPTED WITH A MOTION FROM MARI NEGRO, SECONDED BY KEN PENOKIE; MOTION CARRIED.**

AUTHORIZATION TO APPLY FOR SENIOR CITIZEN FUNDING THROUGH THE AAA

The Chair called on Bill Dubord who reminded the members that every year the board has to authorize the various funds we will be applying for through the Area Agency on Aging (UPCAP). This year we will be applying for: respite, home care assistance, homemaker aide, congregate & home-delivered meals and adult day care. **MR. PENOKIE MOVED TO AUTHORIZE THE APPLICATION TO THE AREA AGENCY ON AGING, MYRA CROASDELL SUPPORTED THE MOTION; MOTION CARRIED.**

WEATHERZATION ARRA UPDATE

Ms. Wigand called on Joe Dehlin who gave a Power Point presentation on the use of the nearly \$4,000,000 ARRA, LIHEAP, DOE & MPSC funding over the past three years and the resulting energy savings. This program ended On 3/31/12, but there are some carry-over funds that are being redistributed. The Executive Director commended the Weatherization staff on a job well done in spending the funds in a competent and timely manner, even amidst the constant changes that occurred during the years. Unfortunately, the pay off for their hard work is the elimination of one position and possible reduction and/or elimination of others.

EXECUTIVE DIRECTOR'S REPORT

Chair Wigand called on the Executive Director who reported that the best case scenario for regular Dept. of Energy Weatherization funds is 40% of pre-ARRA funds. This has caused us to submit a budget that is for five months.

The members were informed that the Office of Services to the Aging and the Corporation for National & Community Service will be monitoring the three volunteer programs sometime this summer.

OMER DORAN MOVED TO ACCEPT THE EXECUTIVE DIRECTOR'S REPORT, MYRA CROASDELL SECONDED THE MOTION; MOTION CARRIED.

PUBLIC COMMENT/OTHER BUSINESS

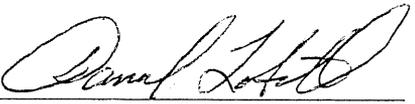
The Chair called on Ken Penokie who noted that there is a bill to utilize the American Family Survey instead of the normal long form census. This is the census data provides economic and family statistics.

ADJOURNMENT

There being no other business ***THE MEETNG ADJOURNED AT 2:55 P .M. WITH A MOTION FROM MARI NEGRO, SUPPORTED BY BERNIE LANG; MOTION CARRIED.***

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

<u>SENIOR CITIZENS</u>	\$	<u>143.611</u>
<u>VOLUNTEER PROGRAMS</u>		<u>50.798</u>
<u>NUTRITION</u>		<u>107.993</u>
<u>STATE AND LOCAL PROGRAMS</u>		<u>76.419</u>
<u>ENERGY AND HOUSING</u>		<u>25.702</u>
<u>ASSET & LIABILITY ACCOUNTS</u>		<u>41.929</u>
 TOTAL	\$	<u>448.745</u>

SIGNED 
(TREASURER)

DATE 5-17-12

K. McNeely called the regular meeting of the Menominee County Library Board to order at 11:30 AM on Tuesday, June 19, 2012.

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

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

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

K. Bates moved to approve the minutes from the May 15, 2012 meeting. Seconded by C. Peterson, motion carried.

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

J. Bejgrowicz moved to pay the May bills. Seconded by K. Bates, motion carried.

Director's Report:

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

B. The Friends annual membership meeting was held on May 24. The same slate of officers was elected for another year.

The Friends second annual plant sale was a huge success. Their next fundraising event will be the annual book sale on July 27 and 28.

C. On Tuesday, May 30, C. Laurin and P. Cheski participated in two Ready Talk workshops on "What's New and Cool in Workflows" and "Workflows Circulation Tips and Tricks." Both workshops were very informative.

D. The Summer Reading program – Dream Big—READ! started last Tuesday. Ann's husband was able to borrow a STARLAB Portable Planetarium System and presented that program in the gym of the Community Center in Hermansville this morning. We will be offering the same program next Tuesday, June 26 at the Stephenson Elementary School Multi-Purpose room at 2:00 PM. The change of venue was necessary due to the size of the inflatable planetarium – 18 x 21 by 10-1/2 feet high.

E. Jean Montgomery and Aron Jumu from Superiorland installed the four new computers for staff use and upgraded eight public computers. There have been a few glitches that we are fixing each day, such as printer and scanner problems, CybraryN errors, etc. Now all sixteen public computers have the Windows 7 operating system and Microsoft Office 2010 software. The library staff has been learning the new software.

F. U.P. BookTour 2012 – Four Michigan authors will be here in Stephenson on Friday, June 22 at 2:00 PM, and five different Michigan authors will be at the Hermansville Branch Library on Saturday, June 23 at 3:00 PM. The Friends will be providing refreshments for both events.

Old Business:

- A. Long Range Plan – Governance/Administration – After discussion of the previous community survey, the board asked P. Cheski to develop a draft survey for the August meeting.
- B. Long Range Plan – Human Resources – The board discussed the changes.
- C. 2012-2013 Budget – Update – The County Board held a public hearing on the budget on Tuesday, June 12, but there was very little public input. We should have a preliminary budget to review sometime in July or August.

New Business:

- A. John Dedich – Donation of Two Paintings – John Dedich generously donated two additional paintings depicting the kitchen of the old Piche family farmhouse.
- B. Superiorland Library Cooperative Pay Pal Account – After discussion, the board requested additional information before a decision can be made on whether or not to participate in this cooperative account.
- C. Roger Younk – Tivoli Theater Request -- R. Younk asked if he could place a picnic table on the library's property near the theater for his Ice Cream Palace business. County Prosecuting Attorney Dan Hass said he was not comfortable in allowing the placement of a picnic table on our property, due to liability concerns. P. Cheski will notify R. Younk of this decision.

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

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

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

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

BOARD MEMBERS

MARY BRADLEY
MICHAEL KAUFMAN
PEGGY BASTIEN

DIRECTOR

RUSSELL K. SEXTON

Date: June 26, 2012

The regular meeting of the Menominee County Department of Human Services Board was called to order by Michael Kaufman, Board Chair at 9:03 a.m. The meeting was held in the Menominee County Department of Human Services Board Room.

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

Others Present: Bernie Lang, Menominee County Board of Commissioners

APPROVAL OF AGENDA:

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

APPROVAL OF May 29, 2012 MINUTES:

Minutes of the May 29, 2012 Board Meeting were reviewed. A motion to accept the minutes was made by Peggy Bastien and seconded by Mary Bradley. Motion passed without opposition.

FINANCIAL REPORT:

The financial report for May 2012 was reviewed. There was \$100.00 in expenditures for DHS Board meeting; leaving a balance of \$7,511.00.

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

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

DIRECTOR'S REPORT:

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

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

Collaborative Issues: No new information.

Business Plan Update: No new information.

Miscellaneous: No new information.

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

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

UNIT REPORT: None

BOARD BUSINESS:

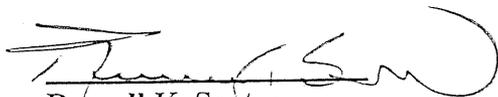
Approval of Vouchers: Vouchers were reviewed and approved. Motion made by Mary Bradley and supported by Peggy Bastien. Motion passed without opposition.

NEW BUSINESS: No new business presented.

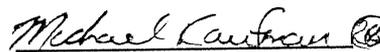
PUBLIC COMMENT: None

NEXT MEETING: July 31, 2012 at 9:00 a.m. in the Menominee County DHS Board Room.

ADJOURNMENT: Motion to adjourn made by Mary Bradley and supported by Peggy Bastien. Motion passed without opposition. Meeting adjourned at 9:55 a.m.



Russell K. Sexton
Board Secretary



Michael Kaufman
Chairperson

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

MENOMINEE COUNTY BOARD OF COMMISSIONERS DISCUSSION ITEM

SUBJECT:	LEPC ByLaws (Local Emergency Planning Commission)
DEPARTMENT:	Administration
ATTACHMENTS:	Yes
SUMMARY:	
<p>The LEPC would like the County Commissioner to review and approve the LEPC bylaws. They were approved by the LEPC on 8/09/12. To be forwarded to the County Board for approval.</p>	
RECOMMENDED MOTION	

Submitted by: **Brian Bousley**

 08/23/2012
Date

WORKSHOP ACTION

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

COUNTY BOARD ACTION

DATE:

	Approved
	Disapproved
	Approved with the following change(s):

BYLAWS
Local Emergency Planning Committee
Menominee County, Michigan

AUTHORITY

1.0 Authority

These Bylaws have been adopted pursuant to authority granted under the Act of Congress known as the Superfund Amendments and Reauthorization Act of 1986, Title III, "Emergency Planning and Community Right-to-Know" and the State Executive Order 1987-5, the Michigan Emergency Planning and Community Right-to-Know Commission of April 17, 1987.

NAME AND TERRITORY

2.0 Name

This Committee shall be known as the Menominee County Local Emergency Planning Committee (LEPC).

2.1 Jurisdiction

The jurisdiction assigned to the LEPC by the State Emergency Planning and Community Right-to-Know Commission (the State Commission) includes all of Menominee County, Michigan.

PURPOSE

3.0 Purpose

The purpose of the LEPC shall be to:

- 1) Investigate the potential for hazardous chemicals accidents in the community;
- 2) Review, improve and implement plans to deal with such occurrences;
- 3) Integrate such plans into the main county Emergency Action Guidelines (EAGs);
- 4) Disseminate information obtained under Title III to the general public;
- 5) Offer and encourage all LEPC members and the general public current educational study materials made available through various governmental departments, for the betterment of the community's ability to respond to any disaster;
- 6) Act as a financial resource for the purchase of needed equipment and supplies for educational and/or response purposes, through fund raising activities;
- 7) Participate in the planning and execution of LEPC-related disaster exercises.

MEMBERSHIP

4.0 Membership

Any member of the LEPC may nominate a person for membership, either orally or in writing, provided that such nominees shall have the qualifications to represent one of the following groups:

- 1) Elected Officials
- 2) Law Enforcement, Emergency Management, Fire Service, Health Service, First Aid, Hospital, Environmental Organizations, Transportation
- 3) Print and Broadcast Media
- 4) Community Groups
- 5) Facility Owners / Operators

Upon approval by the LEPC, the person's name shall be submitted to the Chief Executive of the county for approval before submission to the State.

4.1 Alternates

Each member of the LEPC may nominate one alternate member from his or her group. Upon confirmation by the LEPC, the alternate member shall be entitled to attend and participate in all meetings of the LEPC. Alternate members may vote only if the primary member who nominated him or her is not present at that meeting.

4.2 Attendance

Attendance records shall be kept by the LEPC Secretary. Any member who shall fail to attend three (3) consecutive meetings of the LEPC without being excused from any such meeting by an officer, or without having been represented by his or her alternate, shall be issued a notice of suspension by the Secretary of the LEPC. Failure to submit a reply to this notice within ten (10) days to any member of the Executive Committee shall result in termination. The Executive Committee shall review submission of reply within ten days and their decision shall be final.

4.3 Termination of Membership

Voluntary termination must be received in writing by any member of the Executive Committee and be presented at the next meeting. Any termination must be forwarded to the State for removal from the county's membership listing.

4.4 Vacancies

Any vacancy left in the LEPC shall be an item on the agenda and all efforts made to find a suitable replacement (item 4.1) at the earliest possible date.

MEETINGS

5.0 Quarterly Meetings

The LEPC shall hold a quarterly meeting of its members. Such meetings shall be held during such a time as most members can be present. Meetings may be canceled only with a majority vote of the membership. Meetings shall be held open to the public in accordance with the nature of the Title III legislation and the Michigan Open Meetings Act.

5.1 Notice of Meetings

The notice shall outline as far as practicable, the matters to be considered at such meeting. Members will be notified via Email or postal mail. Members' preferences will be on file with the LEPC Secretary.

5.2 Special Meetings

Special meetings of the LEPC may be called by the LEPC Chairperson upon the receipt of written request of at least four (4) members of the LEPC with at least 72 hours notice prior to the event.

5.3 Emergencies

When a release of a substance covered by the notification requirements of Title III, Section 304, has occurred or is imminent the Chairperson may call an emergency meeting of the LEPC. All reasonable attempts will be made through the media to notify the public of the meeting and the agenda of such meetings will be limited to the present emergency conditions.

5.4 Location, Dates and Times of Meetings

The LEPC shall establish a normal meeting location, date and time within Menominee County for its regular quarterly meeting that is convenient to the majority of the county residents. Alternating sites for meetings, dates and times may be approved with a majority vote of the membership.

5.5 Public Involvement

The agenda of every LEPC meeting will include time for public input and comments on a first-come, first-served basis with written comments given priority. Comments and discussion will be limited to thirty (30) minutes per meeting, approved by a majority roll-call of the committee members present. Any action item requiring a vote of the committee members shall be determined by a majority of the members present according to item 5.8.

5.6 Agenda Items

Agenda items will be submitted to the Chairperson at least ten (10) working days prior to meetings. The agenda will be organized and distribution made to the committee members, media and others upon request, within five (5) days prior to the meeting. Distribution to members shall be by Email or postal mail. Members' preferences will be on file with the LEPC Secretary. Agenda items may be added on the floor of the meeting at the discretion of the Chairperson, if time allows.

5.7 Quorum

The presence of one-third (33 1/3%) or more of the members, or alternate members, of the LEPC shall constitute a quorum for that meeting.

5.8 Voting

At every meeting of the LEPC, each member, or alternate member as defined in 4.1, present in person shall be entitled to one, and only one, vote; and voting by proxy shall not be permitted. Decisions on any question at a meeting of the LEPC shall be by majority vote of the members present and voting.

MINUTES OF MEETINGS

6.0 Minutes

The Secretary shall prepare the minutes of the meetings according to the time frame established by the Michigan Open Meetings Act. Unapproved minutes shall be available for public inspection within eight (8) days after each meeting. Approved minutes shall be available for public inspection within five (5) days after approval. Copies of all minutes shall be maintained and open to public inspection at the offices of the Secretary and Information Coordinator.

6.1 Distribution

Distribution of unapproved minutes shall be made to the committee members, the media and others upon request within five (5) days prior to the next meeting. Distribution to the members shall be by Email or postal mail. Members' preferences will be on file with the LEPC Secretary.

AMENDMENTS TO THE RULES OF OPERATION

7.0 Amendments

Amendments to the subject rules of operation can be made at any regularly scheduled meeting of the LEPC as an agenda item, or at a special meeting called with a reasonably adequate notice of the terms of the amendment, by a two-thirds roll call vote of the members present.

OFFICERS AND DUTIES

Menominee County Local Emergency Planning Committee Officers shall consist of: Chairperson, Vice-Chairperson, Secretary and Public Information Coordinator. These positions shall be filled by process of nominations from the floor and majority vote of the members present at an authorized meeting of the general committee. The position of Community Emergency Coordinator shall be the county's appointed Emergency Services Coordinator, since their duties are the same.

8.0 Chairperson

- Opens and conducts LEPC meetings;
- Establishes the agenda, forwards it to the Secretary for distribution and guides the meeting through the agenda;
- Authenticates LEPC proceedings (e.g., by signing the minutes);
- Appoints subcommittees and respective Chairperson(s);
- Is a non-voting member except in the case of a tie-breaking situation

8.1 Vice-Chairperson

- Assumes the roles and responsibilities of the Chairperson in the Chairperson's absence;
- Tracks, gathers, prepares and forwards to the Secretary and Public Information Coordinator a copy of all subcommittee meeting minutes;
- Acts as education liaison between government and educational organizations, and the LEPC.

8.2 Secretary

- Prepares and keeps legible, permanent records of attendance and minutes of the general committee meetings;
- Receives and keeps copies of subcommittee meeting minutes from the Vice-Chairperson;
- Distributes to members (by Email or postal mail), the media and anyone requesting a copy: the unapproved minutes of the last meeting (item 6.1) and the notice of the upcoming meeting and agenda (item 5.6).

8.3 Public Information Coordinator

- Reviews all facility reports with the review committee;
- Maintains a file of all reviews and follow-ups;
- Maintains all MSDS or lists of chemicals as required;

- Processes all information requests from the public;
- Initiates surveys of county businesses and farms;
- Tracks survey replies and maintains files of hazardous materials on-site

8.4 Community Emergency Coordinator

- Coordinates the development and implementation of site-specific hazardous materials emergency response plans;
- Receives immediate notification on the LEPC's behalf regarding any hazardous materials release in the jurisdiction;
- Makes determinations (in conjunction with the Facility Coordinator) necessary to implement the plan.

SUBCOMMITTEES

At the discretion of the Chairperson, subcommittees may be formed and disbanded as occasions arise to accomplish initial and ongoing tasks. Subcommittee membership is not limited solely to LEPC members. Expertise from the community for additional input may be solicited.

9.0 Executive Subcommittee

- Develop LEPC long-term goals
- Review membership and solicit volunteers to fill vacancies
- Tend to the needs of members
- Develop a working plan with timetables for the other subcommittees
- Be familiar with state, local and federal laws which impact the hazardous materials planning process

9.1 Planning/Review Subcommittee

- Assist in the revision of the hazardous material response portion of the county emergency operations plan
- Establish a vulnerability zone determination methodology
- Review site-specific standard operating procedures for each section 302 site and help them achieve complete and operable plans

9.2 Training and Exercise Subcommittee

- Collecting MIOSHA training information and compliance statistics
- Establishing an exercise program related to the LEPC
- Coordinating training programs related to the LEPC

9.3 Farm Review Subcommittee

- Survey county farms for hazardous materials on-site

- Assist in drawing up emergency plans for each farm, following guidelines provided in Extension Bulletin E-2575 "Emergency Planning for the Farm"

9.4 Resource Development Subcommittee

- Research the community's resources available for emergency response to a hazardous materials incident, including identifying alternate resources which the community may draw from
- Provide information to Emergency Management for updating of the local resource manual
- Identify alternate

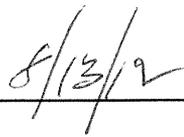
9.5 Finance Subcommittee

- Examine and recommend funding sources
- Work with the Local Planning Team to develop lists and make recommendations of needed equipment and training; and the cost involved
- Work with the Emergency Management Coordinator to manage the LEPC budget

These bylaws have been reviewed, approved and adopted by the Menominee County Local Emergency Planning Committee (LEPC) and the Menominee County Board of Commissioners.



Michael Shaffer
Chairperson - LEPC



Date

James Furlong
Chairperson – Board of Commissioners

Date

MENOMINEE COUNTY BOARD OF COMMISSIONERS DISCUSSION ITEM

SUBJECT:	Salaries of County Officers (Elected Officials)
DEPARTMENT:	Administration
ATTACHMENTS:	Yes
SUMMARY:	
<p>Per MI Act 154 of 1879, the annual salary of each salaried county officer, which is by law fixed by the county board of commissioners, shall be fixed by the board before November 1, of each year... Current Salaries and new proposed salaries (2% increase to follow contracted negotiations).</p>	
RECOMMENDED MOTION	

Submitted by: Brian Bousley

 08/23/2012
Date

WORKSHOP ACTION

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

COUNTY BOARD ACTION

DATE:

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

SALARIES OF COUNTY OFFICERS
Act 154 of 1879

AN ACT relative to the salaries of county officers.

History: 1879, Act 154, Eff. Aug. 30, 1879.

The People of the State of Michigan enact:

45.421 Salaries of county officers; determination; change in compensation.

Sec. 1. (1) The annual salary of each salaried county officer, which is by law fixed by the county board of commissioners, shall be fixed by the board before November 1 each year and shall not be diminished during the term for which the county officer has been elected or appointed, but may be increased by the board during the officer's term of office.

(2) Notwithstanding subsection (1), for a county which has a county officers compensation commission, the compensation of each nonjudicial elected officer of the county shall be determined by that commission. A change in compensation for those officers of a county which has a county officers compensation commission shall commence at the beginning of the first odd numbered year after the determination is made by the county officers compensation commission and is not rejected.

History: 1879, Act 154, Eff. Aug. 30, 1879;—How. 508;—CL 1897, 2649;—CL 1915, 2514;—CL 1929, 1426;—CL 1948, 45.421;—Am. 1967, Act 163, Eff. Nov. 2, 1967;—Am. 1978, Act 487, Imd. Eff. Dec. 1, 1978.

ELECTED OFFICIAL ANNUAL SALARIES
CURRENT & 2% increase on 1/1/13

Elected Official	Current Pay	2% inc. - 1/1/2013
Clerk/ROD	\$53,772	\$54,847
Treasurer	51,085	52,107
Sheriff	60,496	61,706
Prosecuting Atty.	90,069	91,870
Board Chairman	\$4,500	
Board Members	\$4,000	
Drain Commissioner	\$500	

MENOMINEE COUNTY BOARD OF COMMISSIONERS DISCUSSION ITEM

SUBJECT:	MSU - Agreement for Extension Services (proposed 2012/13)
DEPARTMENT:	Administration
ATTACHMENTS:	Yes
SUMMARY:	
<p>In 2011/12 the county signed a five year agreement with MSU with the “annual work plan” to be renewed on a yearly basis. The 2012/13 annual work plan remains the same as last year (no increase in cost).</p>	
RECOMMENDED MOTION	

Submitted by: **Brian Bousley**

 08/23/2012
Date

WORKSHOP ACTION

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

COUNTY BOARD ACTION

DATE:

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

EXHIBIT A: Annual Work Plan

NEW Proposed
2012-13

A. Specific Contributions by MSUE:

1. At least 1.0 FTE extension educator whose primary office of operation will be the county Extension office included in assessment.
2. 0 additional extension educators at 0 (FTE * rate).
3. 0.5 4-H program coordinator(s) included in assessment whose primary office of operation will be the county Extension office.
4. 0 additional 4-H program coordinators/other paraprofessional at 0 (FTE * rate).
5. Administrative oversight included in annual assessment.
6. Access to extension educators with expertise in each of the MSUE Institutes included in annual assessment.
7. Supervision of University provided academic and paraprofessional staff. Supervision of county clerical staff and/or county staff upon request. Supervision is included in the annual assessment.
8. Annual reporting of services provided, audiences served, and impact of programs in the county.

B. Specific Contributions by the County:

1. Office space for a County Extension office. The office will include space for at least one Extension educator, one 4-H program coordinator and one clerical staff person, access to space for delivering Extension programs, and utilities, including telephone. Office space will be available for additional MSUE and/or county staff as mutually agreed. The office must have access to high-speed internet sufficient to meet the needs of MSUE Personnel. Minimum standards for internet access can be found in appendix A. The office space must be at least comparable to the average office space used by County employees.
2. Clerical staff for the Extension office that will perform clerical functions, including assisting County residents in accessing MSUE resources by office visit, telephone, email, internet and media.
3. Operating expenses for the office and Personnel.
4. The Assessment Fee of \$ 38,209.00 and \$0.00 for additional personnel, as described above in Section A.

C. Assessment to County:

For the period October 1, 2012 to September 30, 2013, the County shall pay to MSUE \$ 38,209.00, which is the cost of the assessment plus any additional personnel costs. One fourth of the annual assessment shall be paid the first month of each quarter of the county fiscal year. Payments should be sent quarterly (\$9,552.25) to CANR Budget and Finance, 210 Ag Hall, Michigan State University, East Lansing, MI 48824.

MICHIGAN STATE UNIVERSITY

MENOMINEE COUNTY

By: _____

By: _____

Daniel T. Evon, Director,
Contract & Grant Administration

Its: _____

Its: _____

Date: _____

Date: _____

Agreement for Extension Services provided by
Michigan State University

COPY

Michigan State University Extension ("MSUE"), in collaboration with Menominee County ("County") are committed to helping people improve their lives through initiatives in four Extension Educational Program Institutes:

- Enhancing Michigan's First Green Industry: Agriculture & Agribusiness
- Preparing Michigan's Children & Youth for the Future
- Greening Michigan: Leveraging Natural and Human Assets for Prosperity
- Improving the Health & Nutrition of Michigan's residents

*Current
2011-12*

MSUE and the County have a long history of working cooperatively to deliver Extension services. We agree to each contribute resources to continue the delivery of Extension services in the County.

I. Basic Contributions. Generally, each of us agrees to contribute the following:

A. MSUE will provide:

1. Access to programs in all four MSUE Institutes by residents in your County. This includes access to educators appointed to the Institutes and MSU faculty affiliated with each Institute to deliver core programs.
2. Extension educators' salaries and benefits. At least one extension educator will be assigned to your County. The County may contract for additional extension educators at additional cost.
3. A 4-H program coordinator will be assigned for at least .5 FTE to the County, with up to 3.0 FTE assigned based on the youth population of the County. The County may contract for additional FTE employees at additional cost.
4. Administrative oversight of operating expenses for educators, 4-H coordinators, and other MSUE program staff and faculty ("Personnel") who provide programming to counties. Operating expenses include, for example, travel reimbursement, professional development and communications costs.
5. Supervision of the Personnel providing services to the residents of the county.
6. Supervision of County clerical staff assigned to the County Extension office, if desired.
7. Reporting at least once per year on the scope of services provided, the audiences served, and the impacts of programs delivered by MSUE in the County.

B. The County will provide:

1. Office space for a County Extension office. The office will include space for at least one extension educator, one 4-H program coordinator and one clerical staff person, access to space for delivering Extension programs, and utilities, including telephone. The office must have access to high-speed internet sufficient to meet the needs of MSUE Personnel. Minimum standards for internet access can be found in Appendix A. The office and meeting space must be at least comparable to the average office space used by County employees. MSUE Administration will work with the county, clients and employees to meet applicable accommodations in order to be compliant with the ADA.
2. Clerical staff for the Extension office that will perform clerical functions, including assisting County residents in accessing MSUE resources by office visit, telephone, email, internet and media.
3. Operating expenses for the office and Personnel.

Menominee County 2011 2012
Name Year

II. Funding

- A. MSU will pay the salary and benefits of the Personnel and the cost of the administrative oversight. These funds will be provided and disbursed within the University.
- B. The County will directly pay for the cost of the clerical staff (salary and benefits) and the general operating costs of the Extension office (see Appendix B).
- C. The County will provide funds to an annual assessment (see Annual Work Plan) that will be charged to the county and administered by MSU. The assessment will fund the operating expenses of the Personnel including the 4-H coordinator and the salary and fringe benefits of the 4-H coordinator position. The operating costs to be funded from the annual assessment are included in Appendix B. The assessment will be reviewed annually by MSU in consultation with the county.

III. Specific Contributions

Specific contributions and terms specific to the County are listed on Exhibit A, which is attached. Exhibit A will be updated annually to reflect the commitments for the upcoming year.

IV. Term and Termination

This agreement is effective on October 1, 2011 and terminates on September 30, 2016 (5 yrs later). Either MSUE or the County may terminate this agreement, with or without cause, with 120 days written notice.

V. General Terms

1. Independent Contractor. The University is an independent contractor providing services to the County. The County and the University do not have the relationship of legal partners, joint venturers, principals or agents. MSUE Personnel have no right to any of County's employee benefits.
2. Force Majeure. Each party will be excused from the obligations of this agreement to the extent that its performance is delayed or prevented by circumstances (except financial) reasonably beyond its control, including, but not limited to, acts of government, embargoes, fire, flood, explosions, acts of God, or a public enemy, strikes, labor disputes, vandalism, or civil riots.
3. Assignment. This agreement is non-assignable and non-transferable.
4. Entire Agreement. The agreement, with its Exhibit A, is the entire agreement between MSUE and the County, superseding all previous agreements, for the subject matter of this Agreement. The agreement can only be modified in writing signed by both MSUE and the County.
5. No Third Party Beneficiaries. The agreement is solely for the benefit of MSUE and the County. It does not create any benefit or right for any other person, including residents of the County.
6. Indemnification: Without waiving any claim of governmental immunity, each party will protect, defend and indemnify the other and its elected officials, agents, representatives, volunteers and employees from any and all liabilities, claims, liens, fines, demands and costs, including attorney fees, of whatsoever kind and nature, such as, but not limited to, those resulting from injury or death to any persons, including the other party's own employees, or from loss or damage to any property, including property owned or in the care, custody or control of the other party, in any way incident to or arising out of the performance or non-performance of services by the other party or its agents, representatives and employees, or any subcontractor or its agents, representatives and employees, in connection with this Agreement. The obligations of the parties will survive any termination of this Agreement or completion of parties' performance under this Agreement.

7. Nondiscrimination: The parties will adhere to all applicable federal, state and local laws, ordinances, rules and regulations prohibiting discrimination. The University, as required by law, will not discriminate against a person to be served or any employee or applicant for employment because of race, color, religion, national origin, age, sex, disability, height, weight, marital status, or any other factor prohibited by applicable law.

The individuals signing below each have authority to bind MSU and the County, respectively.

MICHIGAN STATE UNIVERSITY

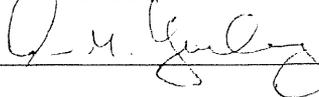
By: 

Daniel T. Evon, Director,
Contract & Grant Administration

Its: _____

Date: 8/4/11

MENOMINEE COUNTY

By: 

Its: County Board Chair

Date: 7-27-2011

EXHIBIT A: Annual Work Plan

A. Specific Contributions by MSUE:

1. At least 1.0 FTE extension educator whose primary office of operation will be the county Extension office included in assessment.
2. 0 additional extension educators at 0 (FTE * rate).
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5. Administrative oversight included in annual assessment.
6. Access to extension educators with expertise in each of the MSUE Institutes included in annual assessment.
7. Supervision of University provided academic and paraprofessional staff. Supervision of county clerical staff and/or county staff upon request. Supervision is included in the annual assessment.
8. Annual reporting of services provided, audiences served, and impact of programs in the county.

B. Specific Contributions by the County:

1. Office space for a County Extension office. The office will include space for at least one Extension educator, one 4-H program coordinator and one clerical staff person, access to space for delivering Extension programs, and utilities, including telephone. Office space will be available for additional MSUE and/or county staff as mutually agreed. The office must have access to high-speed internet sufficient to meet the needs of MSUE Personnel. Minimum standards for internet access can be found in appendix A. The office space must be at least comparable to the average office space used by County employees.
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3. Operating expenses for the office and Personnel.
4. The Assessment Fee of \$ 38,209.00 and \$0.00 for additional personnel, as described above in Section A.

C. Assessment to County:

For the period October 1, 2011 to September 30, 2012, the County shall pay to MSUE \$ 38,209.00, which is the cost of the assessment plus any additional personnel costs. One fourth of the annual assessment shall be paid the first month of each quarter of the county fiscal year. Payments should be sent to CANR Budget and Finance, 210 Ag Hall, Michigan State University, East Lansing, MI 48824.

MICHIGAN STATE UNIVERSITY

By: [Signature]
 Daniel T. Evon, Director,
 Contract & Grant Administration
 Its: _____
 Date: 8/4/11

MENOMINEE COUNTY

By: [Signature]
 Its: County Board Chair
 Date: 7-27-2011

Technical Standards for County Internet Connections

Michigan State University Extension employs the use of technology to meet the ever changing needs of our constituents. We strive to utilize standard, enterprise tools when appropriate, but also recognize the need to evolve with the times and utilize innovative tools to reach a broad array of people.

It is our goal to provide the safest computing environment we can. Besides employing CISSP and Microsoft certified technicians to manage our systems, IT providers who work with us can be assured that best practices are followed in data security at each step.

MSUE does support and encourage the use of technologies that others may not, including social media applications. We view communication with our constituents through channels such as Facebook, Twitter, and Second Life to be critical to our work. However, networks that support our employees are not expected to see traffic from gaming within some of these applications – most notably, services such as “Mafia Wars” or “Farmville”, which can be resource intensive. MSUE staff and others can refer to the standing Social Media Policy for more details.

The easiest way to allow access to necessary applications needed by Extension personnel is to allow the full MSU Internet Protocol Range access to and from your network, as well as opening social media sites to the addresses used by MSUE staff at your location. The MSU-owned ranges are:

NetRange	35.8.0.0 - 35.10.255.255
CIDR	35.10.0.0/16 35.8.0.0/15

If you would like to narrow the scope further for additional protection, the addresses that will need to be allowable include:

- 35.9.160.36 (1935,443) (authentication)
- 35.8.201.221 (10020) (ProofPoint)
- 35.9.83.132 (all) (vpn.msu.edu)
- 35.9.121.194 (443) (SharePoint)
- 35.9.121.211 & 212 (443) (Exchange)
- 35.8.10.135 (adobe connect)

The following clients are necessary on all computers – Outlook (preferably 2010, MSUE provides Office 2010 licensing), Lync 2010 Client, SAP client, VPN client. (IE 7.0 or higher)

Some configuration changes are necessary to support services such as SharePoint, including modifications to Internet Explorer. These can always be found on the ANR Technology web site.

Questions may be directed to support@anr.msu.edu, where they will be routed to the best person to assist you.

Appendix B
Specification of the Allocation of Costs

Annual assessment funds will cover

- salary and fringe for 4-H Coordinator
- travel required by academic educator and/or paraprofessional staff, including the 4-H Coordinators
- computer
- cell phone costs
- expenses associated with programmatic work

County will be expected to provide

- office space
- utilities for office space
- at least one landline for phone service
- high speed internet access
- any computer needs of the clerical staff
- any travel the clerical staff may need to carry out as part of their work assignment
- other expenses associated with direct constituent service requests

Menominee 7/25/11

Menominee County 2011-2012
Name Year

MENOMINEE COUNTY BOARD OF COMMISSIONERS DISCUSSION ITEM

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

Submitted by: **Brian Bousley**

 08/23/2012
Date

WORKSHOP ACTION

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

COUNTY BOARD ACTION

DATE:

	Approved
	Disapproved
	Approved with the following change(s):

Rec
8/6/12
DAB

MENOMINEE COUNTY BOARD OF COMMISSIONERS REIMBURSEMENT VOUCHER

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

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

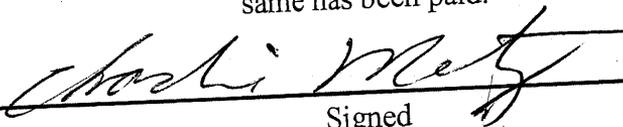
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*must attach receipt for reimbursement

Name: Charlie Meintz ~ District 4

Date	Meeting Place	# of miles	X .555/mile	Total Cost	Account Number
					101-101-860.04
July 10	Board Meeting	50	27.75		101-101-860.04
July 10	Board Meeting	50	27.75		101-101-860.04
					101-101-860.04
					101-101-860.04
					101-101-860.04
					101-101-860.04
			Total Mileage		
Total Mileage Fee					55.50

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



 Signed

Aug 6 2012

 Date

MENOMINEE COUNTY BOARD OF COMMISSIONERS DISCUSSION ITEM

SUBJECT:	Miscellaneous Bills
DEPARTMENT:	Administration
ATTACHMENTS:	yes
SUMMARY:	
Board to review recently submitted Miscellaneous Bills as paid on Aug. 10, 15, 16 & 22 in the amount of \$202,323.69.	
RECOMMENDED MOTION	

Submitted by: Brian Bousley

 08/23/2012
Date

WORKSHOP ACTION

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

COUNTY BOARD ACTION

DATE:

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

General Fund Expenditures

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

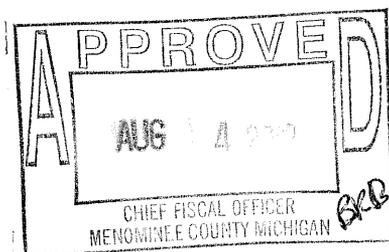
Special Revenue Funds

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

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

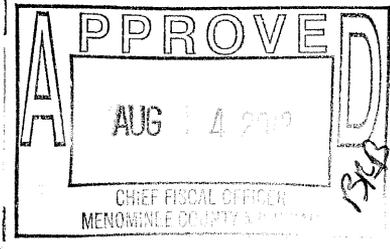
MENOMINEE COUNTY
Claims Audit Report

Vendor Name	Vcher#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General								
Twins Recreation								\$843.31
	25674	6/15/2012	TW-9722	Stearns Rescue Mate Throw Bag	205-315-755.00	102.16		
	25674	6/15/2012	TW-9722	Stearns Rescue Mate Throw Bag	205-315-934.03	741.15		
Total Amount for Bank Account: General								\$843.31



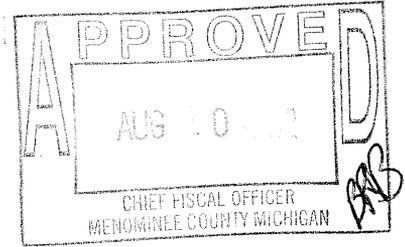
MENOMINEE COUNTY
Claims Audit Report

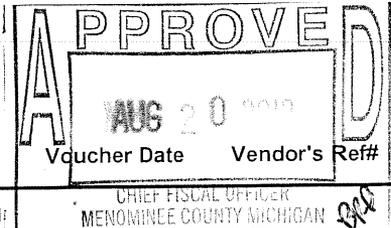
Vendor Name	Vcher#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General								
Mr. Steve Burling	25675	08/08/2012	Reimbursement	Kleinke Park Lease Camping Refund	208-751-964.00	410.87		\$410.87
Total Amount for Bank Account: General								\$410.87



MENOMINEE COUNTY
Claims Audit Report

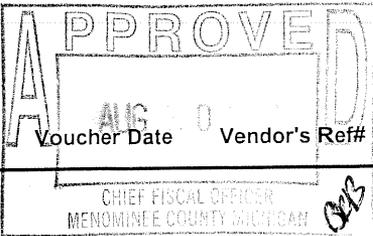
Vendor Name	Voucher#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General								\$0.72
Department of State	25782	8/15/2012	Aug 12	Postage for Expediated Passport (J. Ca	101-268-729.00	0.72		\$0.72
Total Amount for Bank Account: General								\$0.72





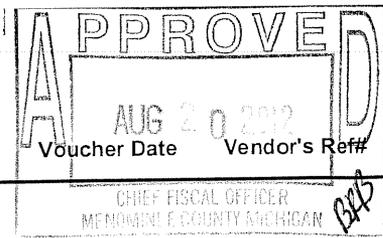
**MENOMINEE COUNTY
Claims Audit Report**

Vendor Name Vcher#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General: CHIEF FISCAL OFFICER MENOMINEE COUNTY MICHIGAN [Signature]							
Adams, Mercedes							\$388.85
25661	8/3/2012	Per Diem	Jury Commission	101-150-710.00	250.00		
25662	8/3/2012	Reimbursement	Mileage - Jury Commission	101-150-860.00	27.75		
25746	8/9/2012	Per Diem	Jury Commission	101-150-710.00	100.00		
25747	8/9/2012	Reimbursement	Mileage - Jury Commission	101-150-860.00	11.10		
Ade Incorporated							\$150.00
25756	7/23/2012	84035	Needs Pass Web Records	101-136-755.00	150.00		
AIRGAS NORTH CENTRAL							\$4.33
25828	7/20/2012	9007252034	Oxygen	205-315-755.00	4.33		
Albert Allgeyer							\$44.00
25654	7/25/2012	Reimbursement	Shakey Lakes Park - Camping Refund	208-751-964.00	44.00		
ALGER-DELTA COOPERATIVE ASSOCI							\$7,185.32
25759	7/30/2012	370500	Electrical - Shakey Lakes Office	208-751-920.01	133.23		
25760	7/30/2012	379700	Electrical - Shakey Lakes Shed	208-751-920.01	318.83		
25761	7/30/2012	380300	Electrical - Shakey Lakes Shower Buildi	208-751-920.01	480.09		
25762	7/30/2012	367100	Electrical - Shakey Lakes Beach House	208-751-920.01	751.90		
25763	7/30/2012	367200	Electrical - Shakey Lakes Northwest Ca	208-751-920.01	1,750.32		
25764	7/30/2012	369802	Electrical - Shakey Lakes G-12 Campsit	208-751-920.01	899.63		
25765	7/30/2012	383001	Electrical - Shakey Lakes Horse Arena	208-751-920.01	56.73		
25766	7/30/2012	383200	Electrical - Shakey Lakes - Park Road	208-751-920.01	1,303.44		
25767	7/30/2012	383301	Electrical - Shakey Lakes - Cattle Area	208-751-920.01	514.64		
25768	7/30/2012	1503500	Electrical - Shakey Lakes - 20.5 Road	208-751-920.01	976.51		
Allvest Information Services							\$200.00
25690	7/31/2012	212057	Mental Health Screenings	296-668-801.00	200.00		
ANDERSON AUTO & RV SALES INC							\$9.95
25824	7/7/2012	777/12	4 way Adapter	101-331-755.00	9.95		
ANGELIS MENOMINEE INC							\$352.58
25792	7/3/2012	3722110-IN	Inmate Groceries	101-301-770.00	87.56		
25793	7/8/2012	8152113-IN	Inmate Groceries	101-301-770.00	65.81		
25794	7/16/2012	1732211-IN	Inmate Groceries	101-301-770.00	104.05		
25795	7/22/2012	1862211-IN	Inmate Groceries	101-301-770.00	95.16		
AT&T - Carol Stream, IL							\$2,087.48
25659	7/19/2012	906863202307	Telephone Services	101-103-850.00	1,049.12		
25722	8/1/2012	906753220908	August 1 - August 31, 2012	101-103-850.00	263.25	x	
25723	8/1/2012	906753458008	August 1 - August 31, 2012	101-103-850.00	29.55	x	
25745	8/1/2012	906R41083908	August 1 - August 31, 2012	101-103-850.00	691.95	x	
25783	7/13/2012	616T49897707	Telephone Services	101-301-727.00	26.73		
25827	6/13/2012	616T49897706	Telephone Services	205-315-727.00	26.88		
AUTOMOTIVE SUPPLY COMPANY							\$16.29
25820	7/26/2012	080300535	Washer Fluid (x6)	101-301-981.00	11.34		
25834	7/19/2012	080300102	31 Series KWIKC	205-315-934.02	4.95		
Banc of America Leasing							\$473.84
25813	7/23/2012	012155599	Sheriff's Office - Konica	101-301-934.00	473.84		
BAY AREA MEDICAL CENTER - 3100 SHORE DRIVE							\$29.00
25803	11/30/2011	MCSOLO	C. Kutha	101-301-770.01	29.00		
BELSON CO.							\$138.00
25800	8/10/2012	977862	Maintenance for Laundry Equipment	101-301-770.00	138.00		



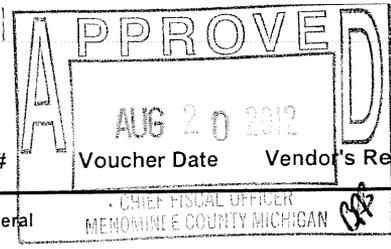
**MENOMINEE COUNTY
Claims Audit Report**

Vendor Name Vcher#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General							
Big Chill Ice Company 25707	8/8/2012	4892	Juvenile Restitution - S.J.D.	292-000-201.00	20.00		\$20.00
Big O's Lube and Service, Inc. 25822	7/23/2012	9143	Oil Change - 2007 Chevy Silverado	101-301-981.00	69.43		\$117.33
25830	7/9/2012	9021	Oil Change - 2011 Chevy Impala	205-315-934.02	47.90		
BP 25754	8/2/2012	35217296	Gasoline Charges	249-371-742.00	221.06	x	\$1,533.67
25786	8/5/2012	35275198	Gasoline Charges	101-301-742.00	1,312.61	x	
BRANYAN WESLEY C 25872	8/8/2012	Per Diem	Board of Canvassers	101-192-705.00	50.00		\$55.55
25873	8/8/2012	Reimbursement	Mileage - Board of Canvassers	101-192-860.00	5.55		
Brown, Katelin 25883	8/6/2012	Website	Development & Programming - Parks	208-751-880.00	1,500.00		\$1,500.00
Brunelle, Jennifer 25732	7/31/2012	Reimbursement	Mileage & Meals	296-664-860.00	230.08		\$230.08
BS&A Software 25779	8/1/2012	084090	Delinquent Tax System - Support to 8/1,	101-103-857.00	3,265.00		\$3,265.00
Burkart, Karla 25735	7/31/2012	4886	Community Garden	296-667-801.01	123.75		\$453.08
25735	7/31/2012	4886	Community Garden	296-668-801.00	173.30		
25736	7/31/2012	Reimbursement	Mileage	296-667-801.01	68.30		
25736	7/31/2012	Reimbursement	Mileage	296-668-801.00	87.73		
Carquest Auto Parts 25819	7/26/2012	2825-213095	2011 Chevy Impala	101-301-981.00	15.79		\$15.79
Cedar River Plaza 25724	7/31/2012	MCP 7-31	House Clearing Others - July 2012	208-751-742.00	193.32		\$193.32
Cellcom Wisconsin RSA 04 25684	7/5/2012	894085	Cellular Services	101-132-850.00	20.04	x	\$450.44
25684	7/5/2012	894085	Cellular Services	296-664-850.00	50.97	x	
25684	7/5/2012	894085	Cellular Services	296-665-850.00	13.95	x	
25708	8/5/2012	166362	Cellular Services	101-132-850.00	20.04	x	
25708	8/5/2012	166362	Cellular Services	296-664-850.00	50.97	x	
25708	8/5/2012	166362	Cellular Services	296-665-850.00	13.95	x	
25810	7/27/2012	011782	Cellular Services	101-301-850.00	280.52	x	
CITY OF MENOMINEE - 2511 10TH ST. 25665	8/8/2012	September 2012	Monthly Rent	266-326-942.00	351.67		\$351.67
City of Stephenson - P.O. Box 467 25867	8/10/2012	823	3 Way Road Program - Bluff Street	401-446-970.00	1,951.73		\$1,951.73
CLOVERLAND PAPER CO 25656	8/3/2012	99421	Towels, Toilet Tissue	101-265-755.01	121.49		\$207.65
25720	8/10/2012	99505	Mop Cleaner	101-265-755.01	40.16		
25801	7/13/2012	99176	SOS Pads	101-301-770.00	46.00		



MENOMINEE COUNTY
Claims Audit Report

Vendor Name Vcher#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General							
Cooper Office Equipment							\$1,895.02
25864	8/13/2012	90941	2nd Floor Copier	101-172-931.01	416.12		
25865	8/13/2012	90942	1st Floor Copier	101-172-931.01	859.02		
25866	8/13/2012	90944	1st Floor Copy Room	101-172-931.01	239.94		
25879	8/14/2012	90972	Treasurer's Office - Konica Copier	101-253-931.00	140.00		
25888	8/13/2012	90943	District Court - Konica	101-136-931.00	239.94		
Country Mile Document Destruct							\$60.63
25721	8/13/2012	13678	Shredding of Documents	101-265-801.00	60.63		
CVS Pharmacy Inc.							\$330.35
25806	6/22/2012	6005432044049416	Inmate Medications	101-301-770.01	330.35		
DELTA/SCHOOLCRAFT INTERMEDIATE							\$4,064.00
25645	7/2/2012	Copy Paper	160 Cases	101-265-980.02	4,064.00		
Dennis Anderson							\$55.24
25812	7/26/2012	5047254	K9 Supplies	101-301-881.01	55.24		
Dennis-Ruleau, Dawn							\$670.00
25689	7/31/2012	July 2012	Crisis Intervention	296-668-801.00	670.00		
DJS Tactics & Associates, LLC							\$350.00
25837	8/14/2012	DJS 12-111	Re-Certification (Kass & Doubek)	264-363-881.00	350.00		
EAGLEHERALD PUBLISHING, LLC							\$1,154.97
25753	7/31/2012	1445	PO# 02688 Election Notice	101-262-727.00	802.13		
25769	7/31/2012	4114	Public Auction	517-252-860.00	66.00		
25775	7/31/2012	1406	Advertising - July 2012	101-101-901.00	126.04		
25799	7/26/2012	23432	Subscription	101-301-770.00	160.80		
Eichhorn, Jayne Marie							\$94.96
25874	8/8/2012	Reimbursement	Mileage - Board of Canvassers	101-192-860.00	44.96		
25875	8/8/2012	Per Diem	Board of Canvassers	101-192-705.00	50.00		
Eickmeyer, Adam							\$44.00
25734	7/31/2012	4885	Teen Court Mentor	296-667-801.02	44.00		
Eldercare Home Pharmacy							\$68.86
25802	5/31/2012	3314740	Inmate Medication	101-301-770.01	68.86		
Emily Vretenar							\$16.44
25681	8/3/2012	12-038-DL-1	Witness \$12.00 Mileage \$4.44	101-132-804.00	16.44		
Employee Benefits Agency, Inc.							\$240.00
25667	8/1/2012	2972	ABS Montly Administration Fee - Augus	101-103-712.02	240.00		
Executive Leadership							\$129.00
25715	8/14/2012	CNV3R07	Subscription Renewal	101-132-802.00	129.00		
Friends Ofc Prod Whse Direct							\$150.89
25685	8/9/2012	0169441	Clerk's Office Supplies	101-268-727.00	150.89		
GAMBLES STORE							\$103.92
25876	8/1/2012	8-1-12	Stain (x8)	208-751-756.01	103.92		
Good Source							\$366.47
25846	7/6/2012	S10284936	Inmate Groceries	280-362-755.00	366.47		
GREAT AMERICAN DISPOSAL CO THE							\$1,142.53
25646	8/1/2012	28101124	Shakey & Kleinke Park Garbage Remov	208-751-942.00	1,090.21		
25676	8/1/2012	28101126	Annex - August 2012	101-261-930.04	52.32		



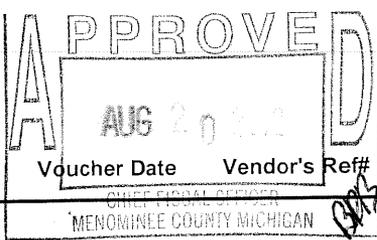
MENOMINEE COUNTY
Claims Audit Report

Vendor Name	Vcher#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General								
Hafeman, Bill								\$93.29
25868	8/8/2012	Per Diem		Board of Canvassers	101-192-705.00	50.00		
25869	8/8/2012	Reimbursement		Mileage - Board of Canvassers	101-192-860.00	43.29		
Iron City Enterprises, Inc.								\$270.00
25669	8/1/2012	7/23/2012		Plastic Covers & 6" Risers	208-751-930.03	270.00		
Ivens, Ruby E.								\$35.52
25840	8/15/2012	Reimbursement		Parks Committee Mileage (8/6/12)	208-751-860.00	8.88		
25841	8/15/2012	Reimbursement		Parks Committee Mileage (8/2/12)	208-751-860.00	26.64		
J S ELECTRONICS, INC.								\$2,338.59
25664	8/1/2012	17270		Tower Lease - August 2012	266-326-942.00	425.00		
25832	7/2/2012	17225		Squad 5512	205-315-934.02	1,793.11		
25833	8/2/2012	17278		Squad 5503 - Headlight Maintenance	205-315-934.02	120.48		
Jerome & Kathy Nowak								\$44.00
25649	8/1/2012	Reimbursement		Shakey Lakes Park - Camping Refund	208-751-964.00	44.00		
Jerzyk, Audrey								\$13.88
25643	8/6/2012	Reimbursement		Parks Committee - Mileage	208-751-860.00	13.88		
Jessica Parlett								\$44.00
25653	8/4/2012	Reimbursement		Shakey Lakes Park - Camping Refund	208-751-964.00	44.00		
Jill Menza								\$22.00
25652	7/30/2012	Reimbursement		Shakey Lakes Park - Camping Refund	208-751-964.00	22.00		
Joel Hensley, RN								\$1,792.41
25642	8/5/2012	Blood Draws		T.K. (8/1), N.A. (8/4), S.C. (8/4)	101-267-801.01	300.00		
25686	8/5/2012	Blood Draw		P.W. (8/12)	101-267-801.01	100.00		
25808	8/14/2012	Nursing Services		Nursing Services	101-301-770.01	1,365.00		
25809	8/14/2012	Reimbursement		Office Supplies - Prisoner's Board	101-301-770.01	27.41		
K & M Rentals								\$78.00
25729	8/11/2012	2653		Portable Toilet - Airport Park	208-751-801.00	78.00		
K MART 7031								\$106.53
25816	5/24/2012	070310524120012820		Car Cleaning Supplies	101-301-981.00	15.49		
25817	5/5/2012	0703105051200882850		Supplies	101-301-881.00	91.04		
Kakuk, Tammany								\$427.20
25687	7/30/2012	4878		Foster Care Cost	292-662-843.02	227.84		
25709	8/13/2012	4896		Foster Care Cost	292-662-843.02	199.36		
Kandace R. Curran								\$133.76
25698	8/13/2012	Reimbursement		Mileage	101-261-860.00	133.76		
Kelly Kennedy								\$12.00
25679	8/3/2012	12-038-DL-1		Witness \$12.00	101-132-804.00	12.00		
Koehne								\$21.85
25878	7/23/2012	53219		2007 Impala - Oil Change & Filter	101-265-934.00	21.85		
Krista Kennedy								\$16.44
25680	8/3/2012	12-038-DL-1		Witness \$12.00 Mileage \$4.44	101-132-804.00	16.44		
Kulwich, Gerald								\$170.94
25717	8/13/2012	Reimbursement		Mileage - July 3 - August 2, 2012	296-665-860.00	170.94		
LENCA SURVEYING								\$3,367.50
25726	8/12/2012	12117		Remon Yr 2012 (July 23 - August 12, 2012)	243-246-801.07	3,367.50		



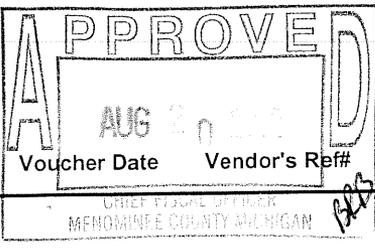
MENOMINEE COUNTY
Claims Audit Report

Vendor Name Vcher#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General							
Lesperance, Diane							\$43.03
25671	8/6/2012	Reimbursement	Mileage	517-252-860.00	18.14		
25671	8/6/2012	Reimbursement	Mileage	101-253-860.00	24.89		
Lowell Bengry							\$20.00
25755	8/2/2012	02	Cutting of Grass in City Lot of Stephens	517-252-931.00	20.00		
Marinette Farm & Garden							\$40.99
25811	8/2/2012	210277	Dog Food	101-301-881.01	40.99		
Martin & Sons Roofing							\$1,500.00
25882	8/16/2012	Roofing	Final Payment - West Shore Fishing Mu	208-751-930.03	1,500.00		
Mary Lou Hudson							\$30.00
25650	7/27/2012	Reimbursement	Shakey Lakes Park - Camping Refund	208-751-964.00	30.00		
MATHIEU MARYE							\$152.49
25748	8/9/2012	Per Diem	Jury Commission	101-150-710.00	150.00		
25749	8/16/2012	Reimbursement	Mileage - Jury Commission	101-150-860.00	2.49		
Meade, Brenda							\$117.00
25739	7/31/2012	4890	Transport of Juvenile	101-132-801.01	15.00		
25739	7/31/2012	4890	Transport of Juvenile	101-132-801.00	24.00		
25743	8/9/2012	4895	Tranport of Juvenile (B.B.)	101-132-801.01	30.00		
25743	8/9/2012	4895	Tranport of Juvenile (B.B.)	101-132-801.00	48.00		
MEIERS SIGNS INC							\$50.85
25821	7/25/2012	27457	Vinyl Decals (x2)	101-301-981.00	50.85		
Meintz, Charlie							\$55.50
25648	8/6/2012	Reimbursement	Mileage - July 2012	101-101-860.04	55.50		
Menards - Marinette							\$424.04
25727	8/8/2012	59985	Building & Grounds Supplies	101-265-930.01	112.20		
25881	8/9/2012	60167	Magnetic Key Case, Ant Raid, Oak Boa	101-265-930.01	31.63		
25886	8/13/2012	61493	Building & Ground Supplies	101-265-930.01	280.21		
MENOMINEE COUNTY FAIR BOARD							\$8,904.88
25774	8/15/2012	2012	Gate Fees & Storage Fees	208-751-884.00	7,481.25		
25774	8/15/2012	2012	Gate Fees & Storage Fees	208-751-884.00	1,423.63		
MENOMINEE COUNTY JOURNAL							\$888.00
25668	8/1/2012	128	Advertising	101-101-901.00	42.00		
25752	8/6/2012	131	PO# 02690 Election Notice	101-262-727.00	810.00		
25776	8/1/2012	132	Combo Ad - Public Land Auction	517-252-860.00	36.00		
MI Family Support Council							\$300.00
25688	8/7/2012	Registration	MFSC Conference	215-141-860.00	300.00		
MICHIGAN STATE INDUSTRIES							\$336.59
25797	7/31/2012	1229 9902	Inmate Supplies	101-301-770.00	83.99		
25798	7/16/2012	1229 9866	Inmate Supplies	101-301-770.00	252.60		
MILLERS ACTION OFFICE SUPPLY I							\$1,069.86
25641	8/7/2012	087551	Clerk's Office - Copier Drum & Scissors	101-215-727.00	158.97		
25672	8/6/2012	087494	Clerk's - Office Supplies	101-215-727.00	458.75		
25673	8/6/2012	087510	Emergency Management - Office Suppl	101-426-727.00	88.23		
25683	7/16/2012	087047	Appointment Book	101-132-727.00	18.50		
25683	7/16/2012	087047	Appointment Book	101-148-727.00	18.49		
25714	8/13/2012	087426	Office Supplies	296-664-727.00	47.98		
25716	8/14/2012	087622	Office Supplies	101-132-727.00	278.94		



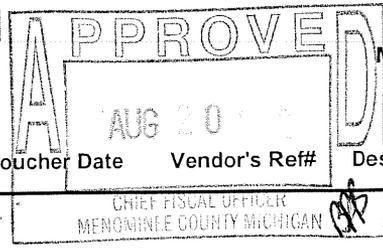
MENOMINEE COUNTY
Claims Audit Report

Vendor Name Vcher#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General							
MOORE MEDICAL CORP							\$415.48
25804	8/3/2012	97368177 RI	Inmate Medical Supplies	101-301-770.01	215.82		
25805	7/11/2012	97335845 RI	Inmate Medical Supplies	101-301-770.01	199.66		
Motorola							\$17,464.39
25823	1/27/2012	13880438	PO# 02596 Digital Desk Set w/ Box Cat	101-301-981.00	814.39		
25842	7/27/2012	13909132	PO# 02685 2-way radios (x6)	101-426-934.03	14,634.00		
25843	7/31/2012	13909705	PO# 02689 Chargers, Speaker, Assemi	101-426-934.03	2,016.00		
Muffler Center of Menominee							\$85.00
25771	7/23/2012	784499	Muffler & Clamps for Impala	101-265-981.00	85.00		
NESTEGG MARINE							\$882.34
25825	7/26/2012	83525	7 Key Kill Switch Lanyard	101-331-755.00	10.95		
25880	7/2/2012	79660	PO# 02694 Winterize the Boston Whale	101-331-755.00	871.39		
NKS Tire & Service, Inc.							\$687.45
25831	7/30/2012	87354	Brake Pad Set & Rotors	205-315-934.02	687.45		
NMU Financial Services							\$348.00
25829	7/16/2012	mecosh-53	Basic Evidence Collection for Road Pati	205-315-881.03	348.00		
Nokomis Thunder							\$7.11
25682	8/3/2012	12-038-DL-1	Witness \$6.00 Mileage \$1.11	101-132-804.00	7.11		
Office Depot, Inc.							\$232.82
25677	8/2/2012	619154055001	MC Fair - Office Supplies	101-261-727.00	30.64		
25678	8/2/2012	619153983001	MC Fair - Office Supplies	101-261-727.00	44.54		
25780	7/24/2012	618066866001	Office Supplies	101-172-727.00	94.24		
25889	8/6/2012	619503513001	Toner - District Court	101-136-727.00	63.40		
Owens, Karen A.							\$255.00
25710	8/13/2012	4898	Tutoring (K.W.)	296-668-801.00	120.00		
25733	7/31/2012	4884	Tutoring (K.W.)	296-668-801.00	135.00		
PAIDL'S TRUE VALUE HARDWARE							\$10.78
25535	7/10/2012	A41389	Wasp Killer & Duct Tape	208-751-930.03	10.78		
Pan-O-Gold Baking Co.							\$231.11
25788	7/31/2012	00040683221303	Inmate Groceries	101-301-770.00	48.72		
25789	7/17/2012	00040683219924	Inmate Groceries	101-301-770.00	32.38		
25796	7/24/2012	00040683220604	Inmate Groceries	101-301-770.00	46.76		
25847	7/10/2012	00040683219204	Inmate Groceries	280-362-755.00	63.35		
25848	7/3/2012	00040683218505	Inmate Groceries	280-362-755.00	39.90		
Pathways Substance Abuse Serv.							\$11,845.00
25777	8/3/2012	Convention Facility	Convention & Tourism Tax	101-601-835.01	11,845.00	x	
Pearson, Jim							\$64.38
25770	7/31/2012	Reimbursement	Mileage - July 2012	101-101-860.03	64.38		
Pinecrest Medical Center							\$15.00
25826	8/1/2012	July 2012	Telephone Charges	205-315-727.00	15.00		
Polasky, Nancy							\$277.75
25750	8/9/2012	Reimbursement	Mileage - Jury Commission	101-150-860.00	27.75		
25751	8/9/2012	Per Diem	Jury Commission	101-150-860.00	250.00		
Poupore Collision & Towing							\$311.75
25835	7/24/2012	507	2011 Chevy Impala - Oil Change	205-315-934.02	28.35		
25836	7/17/2012	505	2009 Chevy Tahoe	205-315-934.02	283.40		



**MENOMINEE COUNTY
Claims Audit Report**

Vendor Name Vcher#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General							
Quill Corporation 25839	8/9/2012	4955843	PA - Office Supplies	101-267-727.00	128.95		\$128.95
Randall Phillipps 25644	8/7/2012	1992-6407-DP	Court Appointed Legal - Larson	101-131-807.00	25.00		\$62.50
25663	8/3/2012	2010-13074-DP	Court Appointed Legal - Bell	101-131-807.00	37.50		
Randy & Debbie Mrozinsky 25651	7/28/2012	Reimbursement	Shakey Lakes Park - Camping Refund	208-751-964.00	72.00		\$72.00
RCOM 25885	8/8/2012	11294	Shared Expense - July 2012	101-103-850.00	211.34		\$211.34
REDWOOD TOXICOLOGY LABORATORY 25691	6/30/2012	00719820126	Testing Supplies	296-665-801.00	110.60		\$110.60
Reinhart Foodservice 25790	8/2/2012	135374	Inmate Groceries	101-301-770.00	568.61		\$1,986.58
25791	7/24/2012	133452	Inmate Groceries	101-301-770.00	828.99		
25844	7/18/2012	132550	Inmate Groceries	280-362-755.00	184.73		
25845	7/17/2012	132289	Inmate Groceries	280-362-755.00	404.25		
RIVERSIDE AUTO SALES OF MARINE 25884	7/9/2012	5010803	Sockets	101-265-981.00	21.88		\$21.88
Sault Tribe Youth Facility 25740	8/6/2012	4891	Out of Home Placement (T.S.)	292-662-843.05	480.00		\$480.00
Siem, Charlie 25778	8/13/2012	4897	Tutoring (K.W.)	296-668-801.00	217.50		\$217.50
State of Michigan - Licensing & Regulatory Affairs 25773	7/31/2012	1192586	Elevator Safety	101-265-801.00	185.00	x	\$339.50
25863	7/20/2012	005672	Registration Renewal	249-371-802.00	150.00	x	
25877	7/31/2012	0805023	Shortage on Previous Disbursement	101-103-717.00	4.50	x	
Stellar Pizza, LLC 25730	7/12/2012	4	Pizza	296-667-801.02	20.00		\$40.00
25731	7/26/2012	33	Pizza	296-667-801.02	20.00		
Stephen Van Eyck 25713	8/13/2012	4904	Transport of Juvenile (K.C. & B.B.)	101-132-801.01	45.00		\$117.00
25713	8/13/2012	4904	Transport of Juvenile (K.C. & B.B.)	101-132-801.00	72.00		
STEPHENSON MARKETING COOPERATI 25725	7/31/2012	462643	July 2012	208-751-742.00	200.71	x	\$5,050.68
25785	6/30/2012	015579	June 2012 Gasoline Charges	101-301-742.00	4,849.97	x	
Stericycle 25807	7/31/2012	4003548925	Inmate Medical Supplies	101-301-770.01	144.13		\$144.13
The Ebco Company, LLC 25657	8/1/2012	012114	Legal Size Folders (x500)	101-136-727.00	320.00		\$320.00
The First National Bank&Trust 25658	8/2/2012	628840339	FOC Service Charge	101-141-817.00	32.00		\$32.00
The Print Shop - P.O. Box 247 25862	8/10/2012	8/10/12	3-Part Building Code Receipts	249-371-727.00	72.00		\$72.00
Time Warner Cable 25787	7/30/2012	004-620475202-001	August 6 - September 5, 2012	101-301-770.00	124.16		\$124.16



**MENOMINEE COUNTY
Claims Audit Report**

Vendor Name	Vcher#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General								
Tire Trax								\$869.35
25818		7/2/2012	3779	Front Brake Pad Set & Rotors	101-301-981.00	168.05		
25849		5/4/2012	3626	Impala - Removing Decals	205-315-934.02	100.00		
25850		6/13/2012	3679	Impala - Oil Change & Filter	205-315-934.02	55.00		
25851		6/6/2012	3659	Tahoe - Oil Change & Filter	205-315-934.02	45.00		
25852		7/24/2012	3797	Impala - Battery, Oil Change & Filter	205-315-934.02	143.00		
25853		6/18/2012	3690	Tahoe - Oil Change	205-315-934.02	35.00		
25854		6/19/2012	3714	Oil Change & Filter	205-315-934.02	35.00		
25855		6/26/2012	3734	Impala - Oil Change & Filter	205-315-934.02	35.00		
25856		5/14/2012	3680	Chevy Tahoe - U Joint & Shaft	205-315-934.02	63.30		
25857		5/10/2012	3583	Oil Change & Filter	205-315-934.02	35.00		
25858		5/10/2012	3582	Oil Change & Filter	205-315-934.02	35.00		
25859		5/18/2012	3608	Oil Change & Filter	205-315-934.02	35.00		
25860		5/25/2012	3632	Impala - Used Tires	205-315-934.02	50.00		
25861		5/24/2012	3627	Impala - Oil Change & Filter	205-315-934.02	35.00		
Total Energy Systems, LLC								\$1,019.62
25887		6/29/2012	224361	Generator Maintenance	101-265-934.00	1,019.62		
TWIN CITY ELECTRIC, Inc.								\$165.00
25772		8/14/2012	78040	Emergency 24 Annual Monitoring Fee	101-265-801.00	165.00		
U.E.S. COMPUTERS, INC.								\$361.99
25666		8/1/2012	61507	Monthly DVD Back up - July 2012	101-103-857.00	100.00		
25744		7/26/2012	35985	Computer Maintenance	101-103-857.00	95.00		
25744		7/26/2012	35985	Computer Maintenance	266-326-728.01	166.99		
U.S. Bank Equipment Finance								\$66.76
25784		7/14/2012	207630930	Konica - Sheriff Department	101-301-727.00	66.76		
U.S. Electric & Phone, Inc.								\$350.70
25655		7/24/2012	12529E	Troubleshoot Pedestals at Shakey Lake	208-751-920.01	350.70		
UPCAP SERVICES INC								\$83.09
25781		7/31/2012	1574	Work Crew Services	517-252-931.00	53.86		
25814		7/31/2012	1581	Work Crew Services	101-301-935.00	23.38		
25815		6/30/2012	1544	Work Crew Services	101-301-935.00	5.85		
Valenti, Susan F.								\$519.21
25660		7/31/2012	Reimbursement	Mileage & Meals for July 2010	101-131-860.00	519.21		
Valley Mechanical, Inc.								\$12,461.00
25670		8/7/2012	2253	PO# 02693 - Bathhouse	101-103-998.00	12,461.00		
Warner, Fredrick								\$708.14
25711		8/13/2012	Reimbursement	Mileage for Can Zone - July 2012	296-668-801.00	32.19		
25712		8/13/2012	4900	Can Zone	296-668-801.00	56.40		
25718		8/13/2012	4902	Transport of Juveniles (K.C. & B.B.)	101-132-801.01	45.00		
25718		8/13/2012	4902	Transport of Juveniles (K.C. & B.B.)	101-132-801.00	72.00		
25719		8/13/2012	Reimbursement	Mileage - 8/1/12 & 8/6/12	101-132-801.00	189.81		
25737		7/31/2012	Reimbursement	Mileage	101-132-801.00	63.27		
25738		7/31/2012	4889	Holdover Attendant (B.B.)	101-132-801.01	15.00		
25738		7/31/2012	4889	Holdover Attendant (B.B.)	101-132-801.00	24.00		
25741		8/9/2012	Reimbursement	Meal & Mileage	101-132-801.00	132.47		
25742		8/9/2012	4894	Transport of Juvenile (B.B.)	101-132-801.01	30.00		
25742		8/9/2012	4894	Transport of Juvenile (B.B.)	101-132-801.00	48.00		

**MENOMINEE COUNTY
Claims Audit Report**

Vendor Name Vcher#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General							
Wennergren, Mary Jo 25870	8/8/2012	Reimbursement	Mileage - Board of Canvassers	101-192-860.00	2.78		\$52.78
25871	8/8/2012	Per Diem	Board of Canvassers	101-192-705.00	50.00		
White Water Associates, Inc.							\$60.00
25728	8/13/2012	129387	Water Analysis (x4)	208-751-920.00	60.00		
Wil-Kil Pest Control							\$120.00
25647	7/27/2012	2076998	Courthouse	101-265-801.00	60.00		
25757	7/23/2012	2077073	Annex - Commercial Contract	101-265-801.00	30.00		
25758	7/23/2012	2077072	Library - Commercial Contract	101-265-801.00	30.00		
William Schwark Jr.							\$50.85
25838	8/15/2012	PA12-0165	Witness \$12.00 Mileage \$38.85	101-267-804.00	50.85		
Total Amount for Bank Account: General							\$114,836.04



MENOMINEE COUNTY
Claims Audit Report

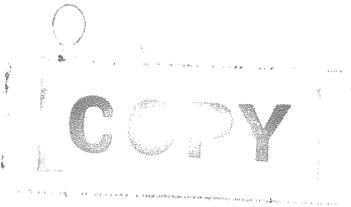
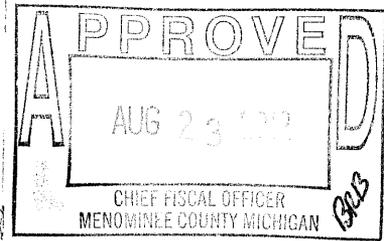
Vendor Name	Vcher#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General								
MEMA	25890	08/20/2012	Registration	PO# 02695 Fall Conference 10/15 - 10/	101-426-963.00	550.00		\$550.00
Total Amount for Bank Account: General								\$550.00

COPY

APPROVED
AUG 22 2012
CHIEF FISCAL OFFICER
MENOMINEE COUNTY MICHIGAN

**MENOMINEE COUNTY
Claims Audit Report**

Vendor Name	Vcher#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General								
Blue Cross Blue Shield of MI								\$16,104.10
	25934	8/13/2012	September 2012	Group # 007004399710	271-790-712.00	3,848.19		
	25934	8/13/2012	September 2012	Group # 007004399710	101-103-712.00	5,224.16		
	25934	8/13/2012	September 2012	Group # 007004399710	266-326-712.00	1,261.89		
	25934	8/13/2012	September 2012	Group # 007004399710	266-325-712.00	3,008.63		
	25934	8/13/2012	September 2012	Group # 007004399710	701-000-231.00	473.65		
	25934	8/13/2012	September 2012	Group # 007004399710	704-000-232.00	2,287.58		
Teamsters Local 486								\$69,578.65
	25935	8/2/2012	September 2012	Health Insurance Premium	101-103-712.00	42,904.36		
	25935	8/2/2012	September 2012	Health Insurance Premium	205-315-712.00	10,706.68		
	25935	8/2/2012	September 2012	Health Insurance Premium	205-316-712.00	1,284.90		
	25935	8/2/2012	September 2012	Health Insurance Premium	208-751-712.00	1,289.85		
	25935	8/2/2012	September 2012	Health Insurance Premium	296-663-712.00	1,284.90		
	25935	8/2/2012	September 2012	Health Insurance Premium	701-000-231.10	1,284.90		
	25935	8/2/2012	September 2012	Health Insurance Premium	704-000-232.00	10,823.06		
Total Amount for Bank Account: General								\$85,682.75



MENOMINEE COUNTY BOARD OF COMMISSIONERS DISCUSSION ITEM

SUBJECT:	2012/13 County Budget – 3 rd Draft ~ Public Input
DEPARTMENT:	Administration
ATTACHMENTS:	Yes
SUMMARY:	
<p>County Administrator Bousley has made some adjustments since the 2nd draft of the proposed 2012/13 budget. Those changes are reflected in Draft #3. Public Input of the proposed 3rd Draft will be allowed.</p>	
RECOMMENDED MOTION	

Submitted by: Brian Bousley

 08/23/2012
Date

WORKSHOP ACTION

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

COUNTY BOARD ACTION

DATE:

	Approved
	Disapproved
	Approved with the following change(s):

MENOMINEE COUNTY BOARD OF COMMISSIONERS DISCUSSION ITEM

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

Submitted by: Brian Bousley

 08/23/2012
Date

WORKSHOP ACTION

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

COUNTY BOARD ACTION

DATE:

	Approved
	Disapproved
	Approved with the following change(s):

MINUTES

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

Executive Committee Meeting, 7/10/2012 – 3:00 p.m.

MEMBERS PRESENT: Jason Lauzer, Dale Berman, Nick Lakari
MEMBERS EXCUSED: None
OTHERS PRESENT: Airport Manager Tony Krysiak, Marinette County Administrative Secretary
Gina Teeple

1. Call to order

Chair Jason Lauzer called the meeting to order at 3:02 p.m.

2. Pledge of Allegiance

3. Roll call

4. Approve/amend agenda

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

5. Approve/amend minutes from June 19, 2012

Motion (Lakari/Berman) to approve the minutes from June 19, 2012 as presented. Motion carried.

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

None

8. Update on Dave Townsend account – information only

Chair Lauzer reported that Menominee County Prosecuting Attorney Dan Hass advised a course of action. Chair Lauzer will report to the full Commission at its next meeting.

10. Discuss/consider audit recommendations, action if any

The committee discussed the recommendations from Anderson, Tackman & Company.

Motion (Lakari/Berman) to recommend to the full Commission acceptance of the auditor's recommendation to list specific check numbers and a total amount expended on a monthly basis. Vote – unanimous. Motion carried.

Motion (Lakari/Berman) to recommend that the full Commission not pursue the auditor's recommendation to include depreciation figures in the budget. Vote – unanimous. Motion carried.

7. Discuss/consider the proposed 2012-2013 budget, action if any

Airport Manager Tony Krysiak distributed a revised draft of the 2012-2013 budget and reported on items that were changed.

Motion (Lakari/Berman) to recommend the tentative 2012-2013 budget to the full Commission as presented. Vote – unanimous. Motion carried.

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

The committee discussed the June financial reports.

Motion (Lakari/Berman) to recommend approval of the June financial reports to the full Commission. Vote – unanimous. Motion carried.

11. Public Comment

None

12. Future agenda items

To be determined

13. Schedule next meeting

The next meeting is scheduled for August 14, 2012 at 3:00 p.m.

14. Adjourn

Motion (Berman/Lakari) to adjourn at 3:59 p.m. Vote – unanimous. Motion carried.

Respectfully submitted,
Gina K. Teeple
Marinette County Administrative Secretary

Date approved/corrected: August 14, 2012

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

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

PRESENT: William Anderson, Roger Betzinger, Anthony Kakuk, Darrell Moilanen and Lisa Savord. Also present were Joe Skrobiak, Joe Smeester, William Nicholson, Mark Jasper, Darlene Nerat and John Nerat.

ABSENT: None

Public comments – Joe Skrobiak commented on the mowing being done on the county road system and also stated that the dust control didn't seem to be holding up as long as used to. Moilanen stated this was due to the recent heavy rains and the need for grading where there were washouts.

William Nicholson asked why the county mowing had been contracted out. Moilanen replied that it was due to the age and condition of the road commission's mowers. Mr. Nicholson thanked the road commission for getting the road name signs erected for CR358 on CR557. He also asked if the road commission had ever considered using beet juice for dust control.

John Nerat stated that the mowing on No. 10 Road from CR577 to US41 was not good and asked the road commission to look at the area. Moilanen will check on this. Mark Jasper stated that he felt a good job had been done with the mowing on his road. Darlene Nerat stated that US41 looked good also.

Public appearances – None

Additions/corrections to minutes for 06/12/12 – There being no additions or corrections, Anderson declared that the minutes will stand as recorded.

Financial Report –

	Receipts	Expenditures	Payables / Reserves	Balances
Balance, June 11, 2012				\$949,083.27
Receipts thru 06/30/12	117,649.57			
Expenditures thru 06/30/12		125,940.27		
Balance, June 30, 2012				940,792.57
Michigan Transportation Funds	268,348.94			
Receipts thru 07/09/12	0.00			
Expenditures thru 07/09/12		133,508.65		
State Maint. & Equip. Advances			90,274.00	
Balance, July 09, 2012	385,998.51	259,448.92	90,274.00	985,358.86

Payables & Reserves

Payroll 07/19, 08/02 (Est.)	130,000.00
Soc. Sec. 07/19, 08/02 (Est.)	9,945.00
Reserve for workers compensation insurance	13,461.35
Reserve for liability insurance	35,397.00
Reserve for rental grader lease (Dec 2009)	55,334.59
Reserve for rental grader leases (Oct 2010)	258,125.58
Reserve 4% set-aside for township allocations (2006/2007)	22,722.48
Reserve Hannahville 2% Funds-Sign Truck	22,500.00
Reserve for 2011/12 bridge inspections & load ratings	1,920.00
Reserve for roadside mowing	34,337.47
Reserve for 3-way gravel crushing	24,316.91
Reserve for F-4 Lane bridge (Harris Twp)	575.25
Reserve for Forest Funds	161,015.98

Reserve for equipment (Sign Truck) 117,052.00 (886,703.61)
\$ 98,655.25

Betzinger asked when the sign truck was scheduled to be delivered. Moilanen replied that it should arrive in August. There being no further questions or comments, Anderson declared the financial report accepted as read.

Vouchers # 12-0049, 12-0050, and 12-0630 – Betzinger asked for clarification on an invoice from Weller Truck Parts. Moilanen explained that the invoice was for a repair on Unit #393. Kakuk asked where the pit run gravel from the Bellefeuil pit had been used. Moilanen replied that it was used for the grade lift on Kluba Lane. Moved by Betzinger, seconded by Kakuk that the vouchers be approved and ordered paid. Carried unanimously.

Permission to bid paving of Hannahville Road from Casino Lane to CR551 – Moved by Betzinger, seconded by Kakuk to have Moilanen solicit bids for the paving. Carried unanimously.

Permission to bid and/or purchase of guardrail for CR551 culvert replacement & pavement patch projects – Moved by Betzinger, seconded by Kakuk to allow Moilanen to solicit bids for the guardrail. Carried unanimously.

Discuss/approve 2011/2012 Budget Amendment #1 – Moved by Kakuk, seconded by Betzinger to adopt the Budget Amendment as presented. Carried unanimously.

Menominee County Road Commission
 FISCAL 2011/2012 BUDGET AMENDMENT # 1

	FY 2010/2011	Budget 2011/2012	Budget 2011/2012	Budget 2011/2012
	<u>Actual Prior</u>	<u>Recommended</u>	<u>Amended Amount #1</u>	<u>Total</u>
<u>REVENUES</u>				
Mich. Transportation Funds	\$3,258,454	\$3,239,426	44,600	\$3,284,026
Special State Funds	763,667	241,023	4,398	245,421
Federal Funds	548,342	1,388,800	(580,000)	808,800
County Raised Funds	1,357,916	1,331,781	16,600	1,348,381
Gain/Loss Equip. Disposal	0	5,000	(5,000)	0
Other Contributions	<u>15,500</u>	<u>0</u>	<u>3,750</u>	<u>3,750</u>
TOTAL REVENUES	<u>\$5,943,880</u>	<u>\$6,206,030</u>	<u>(\$515,652)</u>	<u>\$5,690,378</u>
<u>EXPENDITURES</u>				
Primary Roads	1,607,568	3,080,554	(772,526)	\$2,308,028
Local Roads	2,208,997	1,796,355	(90,953)	1,705,401
State T/L Maintenance	534,905	550,000	0	550,000
TWA/Other T/L Maintenance	15,509	12,500	(600)	11,900
Equipment Expense (Net)	69,263	(160,000)	(50,000)	(210,000)
Administrative Expense (Net)	369,865	178,925	32,000	210,925
Distributive Expense	971,231	1,465,000	(100,000)	1,365,000
Capital Outlay (Net)	505,489	(55,000)	(35,000)	(90,000)
Miscellaneous	19,507	1,500	83,000	84,500
Special Projects	0	0	0	0
Contingencies	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
TOTAL EXPENDITURES	<u>\$6,302,333</u>	<u>\$6,869,833</u>	<u>(\$934,079)</u>	<u>\$5,935,754</u>

	YEAR END		
Budgeted Net Revenue (Expenditures)	9/30/2012	<u>(\$663,803)</u>	<u>(\$245,376)</u>
	YEAR END		
Prior Year Operating Surplus (Deficit)	9/30/2011	(\$358,453)	
Accumulated Avail. Surplus (Deficit)	DATE		
from Prior Yrs.	9/30/2010	\$2,642,576	
	9/30/2011	\$2,284,123	
Projected Surplus at End of Budget Year (2011/2012)		<u>\$1,620,320</u>	<u>\$2,038,747</u>

Any other business – Kakuk stated that Holmes Township and a property owner, Joe Smeester, on CR356 would be willing to share in the cost of extra dust control on the road. Moilanen stated that it would take about 3000 gallons of brine at a cost of approximately \$1,100 to put a heavy layer on the entire road. Moilanen suggested that the road could be graded, rolled and brined this year and then graveled and possibly chip sealed next year with the township and resident sharing in the cost.

Betzinger asked about the crack sealing that was done on CR380. Moilanen responded that it was part of a federal aid project and that the contractor would be back later in the summer to do a chip seal, fog seal and pavement markings in the same area.

Kakuk asked for a discussion of the resolutions that would be voted on at the MCRCSIP Annual Meeting. Resolution A would update the language in the Declaration of Trust and By-Laws. The road commission would vote yes on this resolution. Resolution B would amend the Declaration of Trust and By-Laws to allow “counties that have assumed the powers and duties provided by law to county road commissions” to be members of the pool. Discussion was held regarding the pros and cons of Resolution B.

Moilanen stated that he had received an offer from Jim Marsicek to have the road commission purchase crushed gravel that he has available on 36.5 Mile Road. Due to its location, this gravel could be used on the Spring Green Road and J-1 Road projects with a substantial savings in trucking costs. Moved by Betzinger, seconded by Kakuk to have Moilanen check on the gravel and if the price per cubic yard was comparable to the cost per cubic yard on the recently bid gravel for the three way program, Moilanen can purchase this gravel. Carried unanimously.

Moilanen presented an agreement between the road commission and Nadeau Township for the cost sharing of the J-1 Road project. Moved by Anderson, seconded by Kakuk to sign the agreement as presented. Carried unanimously.

Public Comment – John Nerat asked what the length of the grader leases were. Moilanen stated they are five year leases.

Joe Skrobiak asked if State W2 would be widened out. Moilanen stated that it will be stumped out in the future.

William Nicholson asked if a private resident could mow the grass in the right of way on their property. Anderson stated that they could. Mr. Nicholson asked what the right of way was for utility poles. Moilanen replied that the standard right of way is 33 feet and that the utility poles are usually placed within 30 to 32 feet.

There being no further business, Anderson declared the meeting adjourned at 9:47 a.m.

Road Commission Finance Director/Clerk

Chair

K. McNeely called the regular meeting of the Menominee County Library Board to order at 11:00 AM on Tuesday, July 17, 2012.

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

K. Bates moved to approve the agenda. Seconded by J. Bejgrowicz, motion carried.

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

C. Peterson moved to approve the minutes from the June 19, 2012 meeting. Seconded by J. Bejgrowicz, motion carried.

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

C. Peterson moved to pay the July bills. Seconded by J. Bejgrowicz, motion carried.

Director's Report:

- A. The monthly circulation stat comparisons are in the board packets.
- B. The Friends will be holding their annual book sale on Friday, July 27 and Saturday, July 28. The Stephenson Township Board has given them permission to use the hall all next week, so they can sort and set up the sale.

The Friends next meeting will be held on Thursday, August 23.

- C. We just received our funding commitment letter from U.S.F. for the 2012-2013 year.
- D. The Summer Reading Program – Dream Big—READ! ended last Thursday with a great magic show presented by Gordon Russ. Thirty adults and sixty children were enthralled with his magic tricks and humorous remarks. The Star Lab Planetarium programs presented by Frank Best were also a big hit with the children.
- E. U.P. BookTour 2012 – The tour was a great success. We had approximately 30 people here in Stephenson. The poet laureate, Don Hall, entertained the audience with his personal stories about Robert Frost, T. S. Eliot, and Ezra Pound. Authors Ellen Airgood, Ander Monson and Ron Riecki read part of their books and answered many insightful questions. We had fifteen people attend the tour in Hermansville, where the attendees heard Caitlin Horrocks, Ander Monson, Eric Torgersen and Eric Gadzinski.
- F. We received a request from Cheryl Iven, Iron River, Michigan about the Ralph Secord Press book *Alpha-Mastodon Area 1914-1964* written by Mrs. Lydia Whitehead. Their historical society would like permission to revise and update this book. After discussion, K. Bates moved to turn over all rights to the book, after P. Cheski has worked out all the details with Ms. Iven. Seconded by J. Freis, motion carried.

- G. A request was received from the Detroit Job Corps Center for the bookmobile to visit their location. We thanked them for their invitation, but explained that we could not afford to pay for staff time, overnight lodging, or the diesel required to drive to the Detroit area. We recommended that they contact several libraries in the Lower Peninsula who also operate bookmobiles.

Old Business:

- A. 2012-2013 Budget – Revenues – The County Appropriation was increased to offset two increases in expenditures -- \$8,000 more was added to HRA reimbursements and \$10,000 was added for capital outlay bookmobile.

New Business:

- A. Library Air Conditioning and Heating Units – Emergency Replacement – The two 5-ton units stopped working on Thursday, June 21. Valley Mechanical checked the units and recommended that they be replaced due to their age and condition. County Administrator, Brian Bousley, authorized the replacement. It was then determined that the heating exchangers were both rusted through, so Brian also authorized replacing those units. While installing the new units, the 4-ton unit stopped working and was hard-started. The County Administrator also authorized the replacement of this unit. All three units have now been installed and are working. Valley Mechanical will be back in the fall to adjust the gas pressure on the heating units.

Since this was an emergency situation, the County Administrator authorized the replacement units and said the funds would be covered by the County's contingency fund. Even though the library is a county building, the library board discussed the possibility of the library paying for a portion of the cost out of its fund balance. The board postponed taking any action until the County Board makes its decision on the invoice from Valley Mechanical.

- B. Great American Disposal – Contract Renewal – After discussion, C. Peterson moved to allow the contract to automatically renew for one year. Seconded by J. Bejgrowicz, motion carried.
- C. Great Start Parent Coalition – Becki Myers, Parent Liaison for the Great Start Collaborative will be holding a parent café at the library on the second Friday of the month, starting on Friday, September 14. The purpose of the café is to inform parents of Great Start resources available to them, and to interest them in possibly joining the Great Start Parent Coalition.

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

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

As there was no further business, C. Peterson moved to adjourn the meeting. Seconded by J. Freis, motion carried. The meeting adjourned at 11:45 AM.