

"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 ~ September 11, 2012 @ 5:30 p.m. CDT
at the Menominee County Courthouse, Courtroom B

AGENDA

- A. Call to Order
- B. Pledge of Allegiance
- C. Roll Call
- D. Approval of the Agenda
- E. Approval of Previous Minutes
 CB – Aug. 28, 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 the Local Emergency Planning Committee (LEPC) Bylaws as reviewed, approved and adopted by the LEPC.
 - 2. Moved by _____ seconded by _____ to approve a 2% increase of the annual salaries for the following County Elected Officials, commencing January 1, 2013 and ending December 31, 2013. (Current salaries are: Clerk/ROD: \$53,772, Treasurer: \$51,085, Sheriff: \$60,496, Prosecuting Attorney: \$90,069).
 - 3. Moved by _____ seconded by _____ to approve Michigan Association of Counties (MAC) 2013 County Membership Dues in the amount of \$5,543.46. Funds to be disbursed from account # 101-103-802.00 (memberships & subscriptions).
 - 4. Moved by _____ seconded by _____ to approve Commissioner per diems and expenses as paid.
 - 5. Moved by _____ seconded by _____ to approve Miscellaneous Bills as paid on Aug. 10, 15, 16 & 22, 2012 in the amount of \$202,323.69
 - 6. 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)

James Furlong - Chairperson

Charlie Meintz - Vice Chairperson

Bernie Lang

Mark Jasper

Jim Pearson

1. Personnel Items:
 - a.
 2. Building and Grounds/Park Items:
 - a.
 3. Miscellaneous Items:
 - a. Resolutions to Manage Floodplain development for the National Flood Ins. Program ~ Spalding Twp. & Menominee Twp.
 4. Finance Items
 - a. MSU – Tri County Agreement (proposal)
 - b. Commissioner Per Diems and expenses
 - c. Miscellaneous Bills as paid on August 27 & 30, 2012 in the amount of \$61,998.77
-
- 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 28, 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 5:32 P.M. followed by the Pledge of Allegiance.

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

Present: Coms. Furlong, Lang, Meintz, Pearson (Com. Jasper arrived at 5:35 p.m.)

Absent: None

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

Moved by Com. Meintz, seconded by Com. Pearson to approve the minutes from the August 14, 2012 Regular County Board Meeting. Motion was approved 4-0.

Chairman Furlong called for public comment.

Public Comment:

-Mari Negro – Northpointe Board Meeting. They would like to do away with the annual meeting in Menominee. She would like to know how the County Board would like her to vote on this item.

-Bob Desjarlais – Budget, he would like to know why the County is still paying their employees longevity bonuses.

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

Presentations: None

Department Head/Elected Officials Reports: None.

Moved by Com. Pearson, seconded by Com. Jasper 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). Discussion ensued. Com. Meintz feels the Bookmobile is becoming a thing of the past and that this money should be put into a capital improvements fund for repairs at the library instead of the Bookmobile. Com. Pearson stated that the Bookmobile is being used by many people and they enjoy using it. Com. Furlong stated the Bookmobile is considered a capital improvement item of the County Library. The Bookmobile was not funded a few years back, and this will make up for it. Motion was approved 4-1, Com. Meintz voted nay.

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

Moved by Com. Pearson, seconded by Com. Jasper to approve Miscellaneous Bills as paid on July 25 & 30; Aug. 2 & 7, 2012 in the amount of \$216,064.06. 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. None

Miscellaneous Items:

- a. LEPC ByLaws. - The LEPC (Local Emergency Planning Committee) 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. The consensus of the board is to move this item forward to the next meeting for approval.

Finance Items:

- a. Salaries of County Officers. - 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). Brian Bousley has recommended a 2% raise to follow along with the contracts that have been passed. Com. Meintz is not in favor of giving the elected officials a raise. He believes they should remain the same. Com. Furlong stated that the county gave the employees a 2% increase in pay, plus the county has required the elected officials to pay for 20% of their healthcare premiums. He feels it is only fair to offer them a 2% pay increase. The consensus of the board is to move this item forward to the next meeting for approval.
- b. MSU – Agreement for Extension Services (proposed 2012/12). - 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). Mike Erdman explained there are no changes since last year’s agreement, but the county still needs to approve this every year. Com. Meintz discussed the idea of the 3 county formation for services (Delta, Dickinson & Menominee). It would not make sense to move the offices to Pincrest, but if they would be willing to house the program at the Menominee County Annex it would be ok. Brian Bousley stated that there is a meeting scheduled with Dickinson and Delta Counties for Thursday. He will bring this issue up then. The consensus of the board is to move the agreement forward to the next meeting for approval.
- c. Commissioner Per Diems and expenses. - The consensus of the board is to move this item forward to the next meeting for approval.
- d. Miscellaneous Bills as paid on Aug. 10, 15, 16 & 22, 2012 in the amount of \$202,323.69. – The consensus of the board is to move this item forward to the next meeting for approval.
- e. 2012/13 County Budget – 3rd Draft – Public Input. - 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. County Administrator Bousley discussed the changes that were made since the 2nd draft of the budget. The commissioners discussed several of the changes. Com. Meintz and Com. Pearson are not in favor of spending more money to upgrade Courtroom B for the new 9 member board. Com. Meintz stated his concerns over the county always taking money from the building fund and not replacing it. Com. Meintz also feels that the money being set aside for the

Bookmobile should be split, and put into a Capital Improvement fund for the Library instead. Com. Furlong stated that the Library already has a Special Revenue account, and that should be used for improvements. The Commissioners commented and asked questions about the cost of putting service windows in the County Clerk, Treasurer and Prosecutor's offices. Bob Desjarlais stated that there are Security windows in all the offices in Delta County, which require citizens to be in the hallways to conduct their business, and it works out perfectly fine. He also discussed the increase in the Parks Budget because of an increase in electrical cost. The consensus of the board is to hold a Public Hearing before the first County Board meeting in September.

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: None.

Commissioner Comment:

-Com. Meintz stated that he was pretty much talked out. He also stated that he talked pretty heavy tonight.

-Com. Jasper asked Brian if all counties have paid their bill to MAC yet. Brian stated that he believes everyone has except us.

-Com. Lang asked if there was any new information regarding the Stephenson Law Enforcement issue. Brian stated that he is still gathering information.

-Com. Meintz wanted to remind everyone of the Committee of the Whole meeting in Courtroom B tomorrow at 1 p.m.

Any other items members may wish to present: None

Moved by Com. Meintz, seconded by Com. Jasper to adjourn at 6:56 p.m. Motion was approved 5-0.

James Furlong, Chairman

Marc Kleiman, County Clerk

MENOMINEE COUNTY BOARD OF COMMISSIONERS AGENDA ITEM

| | |
|--|---|
| SUBJECT: | LEPC ByLaws (Local Emergency Planning Committee) |
| 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 | |
| <p>To approve the Local Emergency Planning Committee (LEPC) Bylaws as reviewed, approved and adopted by the LEPC.</p> | |

Submitted by: **Brian Bousley**

 09/06/2012
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"

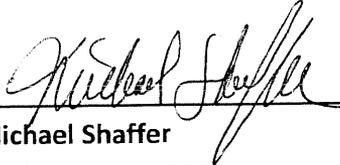
9.4 Resource Development Subcommittee

- 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

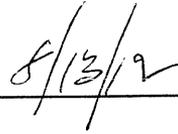
9.5 Finance Subcommittee

- 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 AGENDA 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 | |
| <p>To approve a 2% increase of the annual salaries for the following County Elected Officials, commencing January 1, 2013 and ending December 31, 2013. (Current salaries are: Clerk/ROD: \$53,772, Treasurer: \$51,085, Sheriff: \$60,496, Prosecuting Attorney: \$90,069).</p> | |

Submitted by: **Brian Bousley**

 09/06/2012
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): |

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 AGENDA ITEM

| | |
|---|---|
| SUBJECT: | Michigan Association of Counties (MAC) membership fees |
| DEPARTMENT: | Administration |
| ATTACHMENTS: | Yes |
| SUMMARY: | |
| <p>MAC representatives were here on 8/29/12 for a discussion of what MAC does for the County. Discussion included PILT (Payment in Lieu of taxes), Revenue Sharing, PPT (Personal property tax), and court employees.</p> | |
| RECOMMENDED MOTION | |
| <p>To approve Michigan Association of Counties (MAC) 2013 County Membership Dues in the amount of \$5,543.46. Funds to be disbursed from account # 101-103-802.00 (memberships & subscriptions).</p> | |

Submitted by: **Brian Bousley**

 09/06/2012
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): |

MIAC MICHIGAN ASSOCIATION OF COUNTIES

935 N. Washington Ave.
Lansing, MI 48906

INVOICE

Voice: 800-258-1152
Fax: 517-482-4599

Invoice Number: m300
Invoice Date: 7/1/12

Bill To:

Brian Bousley
Menominee County
839 10th Avenue
Menominee, MI 49858

2013 County Dues Invoice

| Description | Amount |
|---|----------|
| 2013 Menominee County Dues | 5,543.46 |
| Fiscal Year 2012-2013 July 1, 2012 - June 30, 2013 | |

| | |
|-------------------------|-----------------|
| TOTAL AMOUNT DUE | 5,543.46 |
|-------------------------|-----------------|

An alliance of County Commissioners working
to improve local government.

www.micounties.org

101-103-802.00

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**

 09/06/2012
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
BMB

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

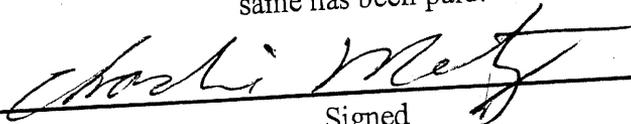
COPY

*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 AGENDA ITEM

| | |
|---|---------------------|
| SUBJECT: | Miscellaneous Bills |
| DEPARTMENT: | Administration |
| ATTACHMENTS: | Yes |
| SUMMARY: | |
| Board to review recently submitted Miscellaneous Bills as paid on Aug.10, 15, 16 & 22, 2012 in the amount of \$202,323.69 | |
| RECOMMENDED MOTION | |
| To approve Miscellaneous Bills as paid on Aug.10, 15, 16 & 22, 2012 in the amount of \$202,323.69 | |

Submitted by: Brian Bousley

 09/06/2012
Date

WORKSHOP ACTION

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

COUNTY BOARD ACTION

DATE:

| | |
|--|--|
| | Approved |
| | Disapproved |
| | Approved with the following change(s): |

General Fund Expenditures

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

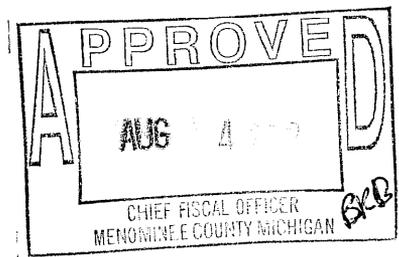
Special Revenue Funds

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

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

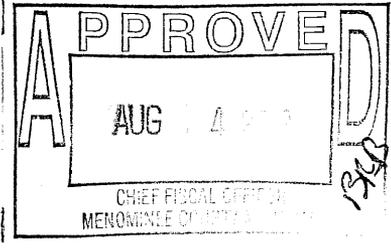
**MENOMINEE COUNTY
Claims Audit Report**

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



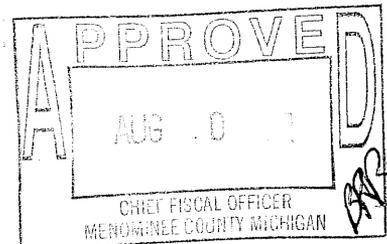
MENOMINEE COUNTY
Claims Audit Report

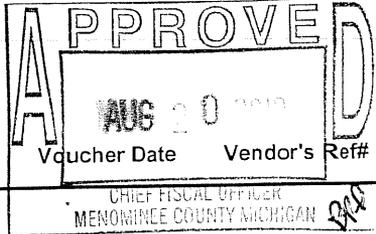
| Vendor Name Vcher# | Voucher Date | Vendor's Ref# | Description | Debit Acct# | \$Amount | SepCk | Claim Total |
|--|--------------|---------------|-----------------------------------|----------------|----------|-------|-------------|
| Bank Account: General | | | | | | | \$410.87 |
| Mr. Steve Burling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



MENOMINEE COUNTY
Claims Audit Report

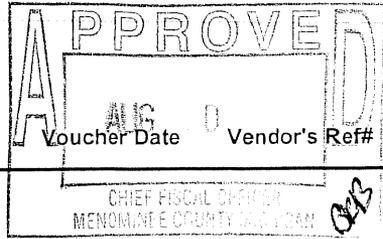
| Vendor Name | Voucher# | Voucher Date | Vendor's Ref# | Description | Debit Acct# | \$Amount | SepCk | Claim Total |
|--|----------|--------------|---------------|--|----------------|----------|-------|-------------|
| Bank Account: General | | | | | | | | |
| Department of State | 25782 | 8/15/2012 | 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 | | | | | | | |
| 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 | 7/7/12 | 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 | MCSDL0 | 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 | | |



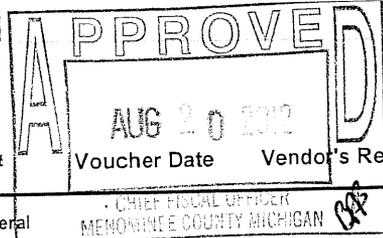
MENOMINEE COUNTY
Claims Audit Report

| 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 | PerDiem | 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 | | |

APPROVED
 AUG 20 2012
 CHIEF FISCAL OFFICER
 MENOMINEE COUNTY WISCONSIN
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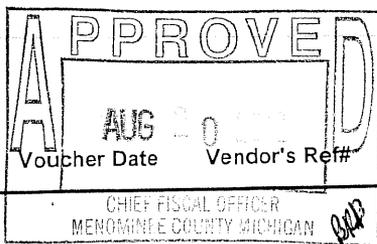
**MENOMINEE COUNTY
 Claims Audit Report**

| 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 - August | 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 | | |



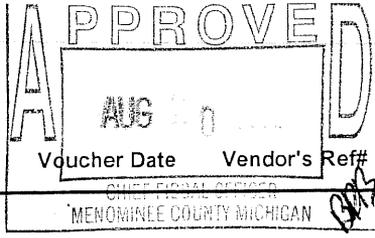
MENOMINEE COUNTY
Claims Audit Report

| Vendor Name | Vcher# | Voucher Date | Vendor's Ref# | Description | Debit Acct# | \$Amount | SepCk | Claim Total |
|-----------------------------|--------|--------------|----------------------|---|----------------|----------|-------|-------------|
| Bank Account: General | | | | | | | | \$93.29 |
| Hafeman, Bill | 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 | | |
| | | | | | | | | \$270.00 |
| Iron City Enterprises, Inc. | 25669 | 8/1/2012 | 7/23/2012 | Plastic Covers & 6" Risers | 208-751-930.03 | 270.00 | | |
| | | | | | | | | \$35.52 |
| Ivens, Ruby E. | 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 | | |
| | | | | | | | | \$2,338.59 |
| J S ELECTRONICS, INC. | 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 | | |
| | | | | | | | | \$44.00 |
| Jerome & Kathy Nowak | 25649 | 8/1/2012 | Reimbursement | Shakey Lakes Park - Camping Refund | 208-751-964.00 | 44.00 | | |
| | | | | | | | | \$13.88 |
| Jerzyk, Audrey | 25643 | 8/6/2012 | Reimbursement | Parks Committee - Mileage | 208-751-860.00 | 13.88 | | |
| | | | | | | | | \$44.00 |
| Jessica Parlett | 25653 | 8/4/2012 | Reimbursement | Shakey Lakes Park - Camping Refund | 208-751-964.00 | 44.00 | | |
| | | | | | | | | \$22.00 |
| Jill Menza | 25652 | 7/30/2012 | Reimbursement | Shakey Lakes Park - Camping Refund | 208-751-964.00 | 22.00 | | |
| | | | | | | | | \$1,792.41 |
| Joel Hensley, RN | 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 | | |
| | | | | | | | | \$78.00 |
| K & M Rentals | 25729 | 8/11/2012 | 2653 | Portable Toilet - Airport Park | 208-751-801.00 | 78.00 | | |
| | | | | | | | | \$106.53 |
| K MART 7031 | 25816 | 5/24/2012 | 0703105241200128232 | Car Cleaning Supplies | 101-301-981.00 | 15.49 | | |
| | 25817 | 5/5/2012 | 07031050512008828569 | Supplies | 101-301-881.00 | 91.04 | | |
| | | | | | | | | \$427.20 |
| Kakuk, Tammany | 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 | | |
| | | | | | | | | \$133.76 |
| Kandace R. Curran | 25698 | 8/13/2012 | Reimbursement | Mileage | 101-261-860.00 | 133.76 | | |
| | | | | | | | | \$12.00 |
| Kelly Kennedy | 25679 | 8/3/2012 | 12-038-DL-1 | Witness \$12.00 | 101-132-804.00 | 12.00 | | |
| | | | | | | | | \$21.85 |
| Koehne | 25878 | 7/23/2012 | 53219 | 2007 Impala - Oil Change & Filter | 101-265-934.00 | 21.85 | | |
| | | | | | | | | \$16.44 |
| Krista Kennedy | 25680 | 8/3/2012 | 12-038-DL-1 | Witness \$12.00 Mileage \$4.44 | 101-132-804.00 | 16.44 | | |
| | | | | | | | | \$170.94 |
| Kulwich, Gerald | 25717 | 8/13/2012 | Reimbursement | Mileage - July 3 - August 2, 2012 | 296-665-860.00 | 170.94 | | |
| | | | | | | | | \$3,367.50 |
| LENCA SURVEYING | 25726 | 8/12/2012 | 12117 | Remon Yr 2012 (July 23 - August 12, 2012) | 243-246-801.07 | 3,367.50 | | |



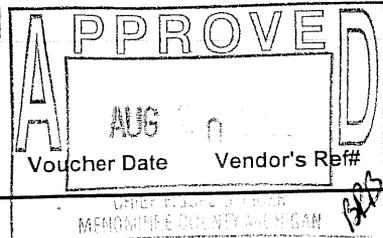
MENOMINEE COUNTY
Claims Audit Report

| Vendor Name Vcher# | Voucher Date | Vendor's Ref# | Description | Debit Acct# | \$Amount | SepCk | Claim Total |
|---|--------------|---------------|--|----------------|----------|-------|-------------|
| Bank Account: General | | | | | | | \$43.03 |
| Lesperance, Diane 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 25755 | 8/2/2012 | 02 | Cutting of Grass in City Lot of Stephens | 517-252-931.00 | 20.00 | | \$20.00 |
| Marinette Farm & Garden 25811 | 8/2/2012 | 210277 | Dog Food | 101-301-881.01 | 40.99 | | \$40.99 |
| Martin & Sons Roofing 25882 | 8/16/2012 | Roofing | Final Payment - West Shore Fishing Mu | 208-751-930.03 | 1,500.00 | | \$1,500.00 |
| Mary Lou Hudson 25650 | 7/27/2012 | Reimbursement | Shakey Lakes Park - Camping Refund | 208-751-964.00 | 30.00 | | \$30.00 |
| MATHIEU MARYE 25748 | 8/9/2012 | Per Diem | Jury Commission | 101-150-710.00 | 150.00 | | \$152.49 |
| 25749 | 8/16/2012 | Reimbursement | Mileage - Jury Commission | 101-150-860.00 | 2.49 | | |
| Meade, Brenda 25739 | 7/31/2012 | 4890 | Transport of Juvenile | 101-132-801.01 | 15.00 | | \$117.00 |
| 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 25821 | 7/25/2012 | 27457 | Vinyl Decals (x2) | 101-301-981.00 | 50.85 | | \$50.85 |
| Meintz, Charlie 25648 | 8/6/2012 | Reimbursement | Mileage - July 2012 | 101-101-860.04 | 55.50 | | \$55.50 |
| Menards - Marinette 25727 | 8/8/2012 | 59985 | Building & Grounds Supplies | 101-265-930.01 | 112.20 | | \$424.04 |
| 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 25774 | 8/15/2012 | 2012 | Gate Fees & Storage Fees | 208-751-884.00 | 7,481.25 | | \$8,904.88 |
| 25774 | 8/15/2012 | 2012 | Gate Fees & Storage Fees | 208-751-884.00 | 1,423.63 | | |
| MENOMINEE COUNTY JOURNAL 25668 | 8/1/2012 | 128 | Advertising | 101-101-901.00 | 42.00 | | \$888.00 |
| 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 25688 | 8/7/2012 | Registration | MFSC Conference | 215-141-860.00 | 300.00 | | \$300.00 |
| MICHIGAN STATE INDUSTRIES 25797 | 7/31/2012 | 1229 9902 | Inmate Supplies | 101-301-770.00 | 83.99 | | \$336.59 |
| 25798 | 7/16/2012 | 1229 9866 | Inmate Supplies | 101-301-770.00 | 252.60 | | |
| MILLERS ACTION OFFICE SUPPLY I 25641 | 8/7/2012 | 087551 | Clerk's Office - Copier Drum & Scissors | 101-215-727.00 | 158.97 | | \$1,069.86 |
| 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 | | |



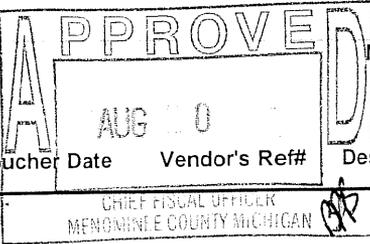
MENOMINEE COUNTY
Claims Audit Report

| 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, Assembl | 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 Patr | 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 | | | | | | | \$128.95 |
| Quill Corporation 25839 | 8/9/2012 | 4955843 | PA - Office Supplies | 101-267-727.00 | 128.95 | | \$62.50 |
| Randall Phillipps 25644 | 8/7/2012 | 1992-6407-DP | Court Appointed Legal - Larson | 101-131-807.00 | 25.00 | | |
| 25663 | 8/3/2012 | 2010-13074-DP | Court Appointed Legal - Bell | 101-131-807.00 | 37.50 | | \$72.00 |
| Randy & Debbie Mrozinsky 25651 | 7/28/2012 | Reimbursement | Shakey Lakes Park - Camping Refund | 208-751-964.00 | 72.00 | | \$211.34 |
| RCOM 25885 | 8/8/2012 | 11294 | Shared Expense - July 2012 | 101-103-850.00 | 211.34 | | \$110.60 |
| REDWOOD TOXICOLOGY LABORATORY 25691 | 6/30/2012 | 00719820126 | Testing Supplies | 296-665-801.00 | 110.60 | | \$1,986.58 |
| Reinhart Foodservice 25790 | 8/2/2012 | 135374 | Inmate Groceries | 101-301-770.00 | 568.61 | | |
| 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 | | \$21.88 |
| RIVERSIDE AUTO SALES OF MARINE 25884 | 7/9/2012 | 5010803 | Sockets | 101-265-981.00 | 21.88 | | \$480.00 |
| Sault Tribe Youth Facility 25740 | 8/6/2012 | 4891 | Out of Home Placement (T.S.) | 292-662-843.05 | 480.00 | | \$217.50 |
| Siem, Charlie 25778 | 8/13/2012 | 4897 | Tutoring (K.W.) | 296-668-801.00 | 217.50 | | \$339.50 |
| State of Michigan - Licensing & Regulatory Affairs 25773 | 7/31/2012 | 1192586 | Elevator Safety | 101-265-801.00 | 185.00 | x | |
| 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 | \$40.00 |
| Stellar Pizza, LLC 25730 | 7/12/2012 | 4 | Pizza | 296-667-801.02 | 20.00 | | |
| 25731 | 7/26/2012 | 33 | Pizza | 296-667-801.02 | 20.00 | | \$117.00 |
| Stephen Van Eyck 25713 | 8/13/2012 | 4904 | Transport of Juvenile (K.C. & B.B.) | 101-132-801.01 | 45.00 | | |
| 25713 | 8/13/2012 | 4904 | Transport of Juvenile (K.C. & B.B.) | 101-132-801.00 | 72.00 | | \$5,050.68 |
| STEPHENSON MARKETING COOPERATI 25725 | 7/31/2012 | 462643 | July 2012 | 208-751-742.00 | 200.71 | x | |
| 25785 | 6/30/2012 | 015579 | June 2012 Gasoline Charges | 101-301-742.00 | 4,849.97 | x | \$144.13 |
| Stericycle 25807 | 7/31/2012 | 4003548925 | Inmate Medical Supplies | 101-301-770.01 | 144.13 | | \$320.00 |
| The Ebco Company, LLC 25657 | 8/1/2012 | 012114 | Legal Size Folders (x500) | 101-136-727.00 | 320.00 | | \$32.00 |
| The First National Bank&Trust 25658 | 8/2/2012 | 628840339 | FOC Service Charge | 101-141-817.00 | 32.00 | | \$72.00 |
| 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 | | \$124.16 |
| Time Warner Cable 25787 | 7/30/2012 | 004-620475202-001 | August 6 - September 5, 2012 | 101-301-770.00 | 124.16 | | |

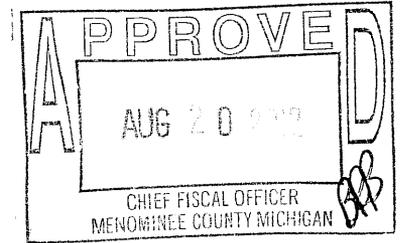


MENOMINEE COUNTY
Claims Audit Report

| Vendor Name | Vcher# | Voucher | Date | Vendor's Ref# | Description | Debit Acct# | \$Amount | SepCk | Claim Total |
|--|--------|---------|-----------|---------------|---------------------------------------|----------------|-----------|-------|--------------------|
| Bank Account: General | | | | | | | | | \$869.35 |
| Tire Trax | | | | | | | | | |
| | 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 Atfendant (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 | | | | | | | | \$52.78 |
| | 25870 | 8/8/2012 | Reimbursement | Mileage - Board of Canvassers | 101-192-860.00 | 2.78 | | |
| | 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

Claim Total

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

Total Amount for Bank Account: General

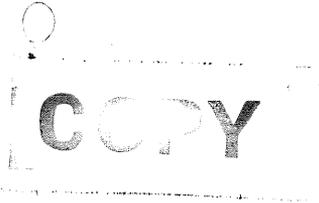
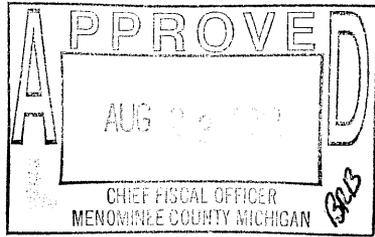
\$550.00

COPY

APPROVED
AUG 22 2012
CHIEF FISCAL OFFICER
MENOMINEE COUNTY MICHIGAN
BB

**MENOMINEE COUNTY
Claims Audit Report**

| Vendor Name | Vcher# | Voucher Date | Vendor's Ref# | Description | Debit Acct# | \$Amount | SepCk | Claim Total |
|---|--------|--------------|----------------|--------------------------|----------------|-----------|-------|--------------------|
| Bank Account: General | | | | | | | | \$16,104.10 |
| Blue Cross Blue Shield of MI | | | | | | | | |
| | 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 AGENDA ITEM

| | |
|--|--|
| SUBJECT: | Miscellaneous Boards/Committees/Commission Reports |
| DEPARTMENT: | Administration |
| ATTACHMENTS: | Yes |
| SUMMARY: | |
| Miscellaneous reports discussed at the 8/28/12 County Board meeting | |
| RECOMMENDED MOTION | |
| To approve the miscellaneous reports discussed at the 8/28/12 County Board meeting | |

Submitted by: Brian Bousley

 09/06/2012
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 MCRC SIP 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.

MENOMINEE COUNTY BOARD OF COMMISSIONERS DISCUSSION ITEM

| | |
|---|---|
| SUBJECT: | Resolutions to Manage Floodplain Development |
| DEPARTMENT: | Administration |
| ATTACHMENTS: | Yes |
| SUMMARY: | |
| <p>Spalding and Menominee Townships have asked that the County Board approve the agreement to manage floodplain development for the national flood insurance program.</p> | |
| RECOMMENDED MOTION | |
| | |

Submitted by: **Brian Bousley**

 09/06/2012
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): |
| | |

MICHIGAN COMMUNITY RESOLUTION AND INTERGOVERNMENTAL

AGREEMENT TO MANAGE FLOODPLAIN DEVELOPMENT

FOR THE NATIONAL FLOOD INSURANCE PROGRAM

Community A: Spalding Township Community/Entity B: Menominee County

WHEREAS, Community A currently participates desires to participate in the Federal Emergency Management Agency's (FEMA) National Flood Insurance Program (NFIP) by complying with the program's applicable statutory and regulatory requirements for the purposes of significantly reducing flood hazards to persons, reducing property damage, reducing public expenditures, and providing for the availability of flood insurance and federal funds or loans within its community; and

WHEREAS, the NFIP requires that floodplain management regulations must be present and enforced in participating communities, and utilize the following definitions which also apply for the purposes of this resolution:

1. Flood or Flooding means:
 - a. A general and temporary condition of partial or complete inundation of normally dry land areas from: 1) the overflow of inland or tidal waters, 2) the unusual and rapid accumulation or runoff of surface waters from any source, 3) mudflows, and
 - b. The collapse or subsidence of land along the shore of a lake or other body of water as a result of erosion or undermining caused by waves or currents of water exceeding anticipated cyclical levels or suddenly caused by an unusually high water level in a natural body of water, accompanied by a severe storm, or by an unanticipated force of nature, such as flash flood or an abnormal tidal surge, or by some similarly unusual and unforeseeable event which results in flooding, as defined in paragraph (a)(1) of this definition.
2. Flood Hazard Boundary Map (FHBM) means an official map of a community, as may have been issued by the FEMA, where the boundaries of the areas of flood, mudslide (i.e., mudflow) related erosion areas having special hazards have been designated as Zone A, M, and/or E.
3. Floodplain means any land area susceptible to being inundated by water from any source (see definition of flooding).
4. Floodplain management means the operation of an overall program of corrective and preventive measures for reducing flood damage, including but not limited to emergency preparedness plans, flood control works, and floodplain management regulations.
5. Floodplain management regulations means zoning ordinances, subdivision regulations, building codes, health regulations, special purpose ordinances (such as a floodplain ordinance, grading ordinance, and erosion control ordinance) and other applications of police power that provide standards for the purpose of flood damage prevention and reduction.
6. Structure means a walled and roofed building that is principally above ground, gas or liquid storage facility, as well as a mobile home or manufactured unit.

WHEREAS, the "Stille-Derossett-Hale Single State Construction Code Act", Act No. 230 of the Public Acts of 1972, as amended, (construction code act), along with its authorization of the state construction code composed of the Michigan Residential Code and the Michigan Building Code [and

its Appendices (specifically Appendix G)) contains floodplain development and management regulations that comply with the FEMA NFIP minimum floodplain management criteria for flood prone areas as detailed in Title 44 of the Code of Federal Regulations (44 CFR), Section 60.3, and

WHEREAS, by the action dates of this document, Community/Entity B affirms/agrees on behalf of Community A to function as the designated enforcing agency to discharge the responsibility of administering, applying, and enforcing the construction code act and the state construction code, specifically the Michigan Residential Code and the Michigan Building Code, to all development within Community A's political boundaries, and

WHEREAS, Community A and Community/Entity B enforce floodplain regulations of the construction code act, and Community A wishes to ensure that the administration of that code complies with requirements of the NFIP, and

NOW THEREFORE, to maintain eligibility and continued participation in the NFIP,

1. Community A and Community/Entity B agree that Community/Entity B's officially designated enforcing agency for the construction code act, the Menominee County Building Department, be directed to administer, apply, and enforce on Community A's behalf the floodplain management regulations as contained in the state construction code (including Appendix G) and to be consistent with those regulations, by:
 - a. Obtaining, reviewing, and reasonably utilizing flood elevation data available from federal, state, or other sources pending receipt of data from the FEMA to identify the flood hazard area, and areas with potential flooding, and
 - b. Ensuring that all permits necessary for development in floodplain areas have been issued, including a floodplain permit, approval, or letter of no authority from the Michigan Department of Environmental Quality under the floodplain regulatory provisions of Part 31, "Water Resources Protection," of the Natural Resources and Environmental Protection Act, 1994 PA 451, as amended, and
 - c. Reviewing all permit applications to determine whether the proposed building sites will be reasonably safe from flooding. Where it is determined that a proposed building will be located in a flood hazard area or special flood hazard area, Community/Entity B shall implement the following applicable codes according to their terms:
 - i) Appropriate portions and referenced codes and standards of the current Michigan Residential Code.
 - ii) Appropriate portions and referenced codes and standards of the current Michigan Building Code.
 - iii) Appendix G of the current Michigan Building Code.
 - d. Reviewing all proposed subdivisions to determine whether such proposals are reasonably safe from flooding and to ensure compliance with all applicable floodplain management regulations.
 - e. Assisting in the delineation of flood hazard areas; provide information concerning uses and occupancy of the floodplain or flood-related erosion areas, maintain flood proofing and lowest floor construction records, and cooperate with other officials, agencies, and persons for floodplain management.
 - f. Advising FEMA of any changes in community boundaries, including appropriate maps, and
 - g. Maintaining records of new structures and substantially improved structures concerning any certificates of floodproofing, lowest floor elevation, basements, floodproofing, and elevation to which structures have been floodproofed.

2. Community A and Community/Entity B assure the Federal Insurance Administrator (Administrator) that they intend to review, on an ongoing basis, all amended and revised FHBM's and Flood Insurance Rate Maps (FIRMs) and related supporting data and revisions thereof and revisions of 44 CFR, Part 60, Criteria for Land Management and Use, and to make such revisions in its floodplain management regulations as may be necessary to assure Community A's compliant participation in the program.
3. Community A further assures the Administrator that it will adopt the current effective FEMA Flood Insurance Study (FIS), FHBM's, and/or the FIRMs by reference within its Floodplain Management Map Adoption Ordinance or similarly binding ordinance documentation. DESIGNATION OF REGULATED FLOOD PRONE HAZARD AREAS. The Federal Emergency Management Agency (FEMA) Flood Insurance Study (FIS) Entitled "Menominee County, Michigan (All Jurisdictions)" and dated 10/16/12 and the Flood Insurance Rate Map(s) (FIRMS) panel number(s) of 26109C; 0025D, 0125D, 0150D, 0175D, 0275D, and 0300D dated 10/16/12 are adopted by reference for the purposes of administration of the Michigan Construction Code, and declared to be a part of Section 1612.3 of the Michigan Building Code, and to provide the content of the "Flood Hazards" section of Table R301.2(1) of the Michigan Residential Code.

FURTHER BE IT RESOLVED, both communities declare their understanding that, until this resolution is rescinded or Community A makes other provision to enforce the construction code act:

1. Community/Entity B must administer and enforce the construction code act in accordance with the terms and the conditions contained herein, and
2. For Community A to continue its participation in the NFIP, the construction code act must be administered and enforced according to the conditions contained herein.

Community A: Spalding Township Date Passed: 8-15-2012

Officer Name: William Schultz Title: Supervisor

Signature: William Schultz Date: 8-15-2012

Witness Name: Gandy Hanchek Title: Treasurer

Signature: Gandy Hanchek Date: 8/24/12

Community/Entity B: _____ Date Passed: _____

Officer Name: _____ Title: _____

Signature: _____ Date: _____

Witness Name: _____ Title: _____

Signature: _____ Date: _____

ORDINANCE ADDRESSING FLOODPLAIN MANAGEMENT PROVISIONS OF THE STATE CONSTRUCTION CODE

Community Name: Spalding Township County: Menominee County

Ordinance number 2012-2

An ordinance to affirm an enforcing agency to discharge the responsibility of the Township of Spalding located in Menominee County, and to designate regulated flood hazard areas under the provisions of the State Construction Code Act, Act No. 230 of the Public Acts of 1972, as amended.

The Township of Spalding ordains:

Section 1. AGENCY DESIGNATED. Pursuant to the provisions of the state construction code, in accordance with Section 8b(6) of Act 230, of the Public Acts of 1972, as amended, the Building Inspector of the County of Menominee is hereby designated as the enforcing agency to discharge the responsibility of the Township of Spalding under Act 230, of the Public Acts of 1972, as amended, State of Michigan. The County of Menominee assumes responsibility for the administration and enforcement of said Act throughout the corporate limits of the community adopting this ordinance.

Section 2. CODE APPENDIX ENFORCED. Pursuant to the provisions of the state construction code, in accordance with Section 8b(6) of Act 230, of the Public Acts of 1972, as amended, Appendix G of the Michigan Building Code shall be enforced by the enforcing agency within the Township of Spalding.

Section 3. DESIGNATION OF REGULATED FLOOD PRONE HAZARD AREAS. The Federal Emergency Management Agency (FEMA) Flood Insurance Study (FIS) Entitled "Menominee County, Michigan (All Jurisdictions)" and dated 10/16/12 and the Flood Insurance Rate Map(s) (FIRMS) panel number(s) of 26109C; 0025D, 0125D, 0150D, 0175D, 0275D, and 0300D dated 10/16/12 are adopted by reference for the purposes of administration of the Michigan Construction Code, and declared to be a part of Section 1612.3 of the Michigan Building Code, and to provide the content of the "Flood Hazards" section of Table R301.2(1) of the Michigan Residential Code.

Section 4. REPEALS. All ordinances inconsistent with the provisions of this ordinance are hereby repealed.

Section 5. PUBLICATION. This ordinance shall be effective after legal publication and in accordance with the provisions of the Act governing same.

Adopted this 15th day of August, 2012.

This ordinance duly adopted on August 15, 2012 at a regular meeting of the Spalding Township Board and will become effective September 15, 2012

Signed on August 15, 2012 by Phyllis King (Signature), Phyllis King, Clerk of the Township of Spalding.

Attested on August 15, 2012 by Lillian Schultz (Signature), Lillian Schultz, Supervisor of the Township of Spalding.

MENOMINEE TOWNSHIP
RESOLUTION #09-05-12-01

MICHIGAN COMMUNITY RESOLUTION AND INTERGOVERNMENTAL
AGREEMENT TO MANAGE FLOODPLAIN DEVELOPMENT
FOR THE NATIONAL FLOOD INSURANCE PROGRAM

Community A: Township of Menominee Community/Entity B: County of Menominee

WHEREAS, Menominee Township (Township of Menominee) designated Community A in this document, currently participates in the Federal Emergency Management Agency's (FEMA) National Flood Insurance Program (NFIP) by complying with the program's applicable statutory and regulatory requirements for the purposes of significantly reducing flood hazards to persons, reducing property damage, reducing public expenditures, and providing for the availability of flood insurance and federal funds or loans within its community; and

WHEREAS, the NFIP requires that floodplain management regulations must be present and enforced in participating communities, and utilize the following definitions which also apply for the purposes of this resolution:

1. Flood or Flooding means:
 - a. A general and temporary condition of partial or complete inundation of normally dry land areas from: 1) the overflow of inland or tidal waters, 2) the unusual and rapid accumulation or runoff of surface waters from any source, 3) mudflows, and
 - b. The collapse or subsidence of land along the shore of a lake or other body of water as a result of erosion or undermining caused by waves or currents of water exceeding anticipated cyclical levels or suddenly caused by an unusually high water level in a natural body of water, accompanied by a severe storm, or by an unanticipated force of nature, such as flash flood or an abnormal tidal surge, or by some similarly unusual and unforeseeable event which results in flooding, as defined in paragraph (a)(1) of this definition.
2. Flood Hazard Boundary Map (FHBM) means an official map of a community, as may have been issued by the FEMA, where the boundaries of the areas of flood, mudslide (i.e., mudflow) related erosion areas having special hazards have been designated as Zone A, M, and/or E.
3. Floodplain means any land area susceptible to being inundated by water from any source (see definition of flooding).
4. Floodplain management means the operation of an overall program of corrective and preventive measures for reducing flood damage, including but not limited to emergency preparedness plans, flood control works, and floodplain management regulations.
5. Floodplain management regulations means zoning ordinances, subdivision regulations, building codes, health regulations, special purpose ordinances (such as a floodplain ordinance, grading ordinance, and erosion control ordinance) and other applications of police power that provide standards for the purpose of flood damage prevention and reduction.
6. Structure means a walled and roofed building that is principally above ground, gas or liquid storage facility, as well as a mobile home or manufactured unit.

WHEREAS, the Stille-Derossett-Hale Single State Construction Code Act”, Act No. 230 of the Public Acts of 1972, as amended, (construction code act), along with its authorization of the state construction code composed of the Michigan Residential Code and the Michigan Building Code [and its Appendices (specifically Appendix G)] contains floodplain development and management regulations that comply with the FEMA NFIP minimum floodplain management criteria for flood prone areas as detailed in Title 44 of the Code of Federal Regulations (44 CFR), Section 60.3, and

WHEREAS, by the action dates of this document Menominee COUNTY (designated community/entity B in this document) affirms/agrees on behalf of Community A to function as the designated enforcing agency to discharge the responsibility of administering, applying, and enforcing the construction code act and the state construction code, specifically the Michigan Residential Code and the Michigan Building Code, to all development within Community A’s political boundaries, and

WHEREAS, Community A and Community/Entity B enforce floodplain regulations of the construction code act, and Menominee Township wishes to ensure that the administration of that code complies with requirements of the NFIP, and

NOW THEREFORE, to maintain eligibility and continued participation in the NFIP,

1. Community A and Community/Entity B agree that Community/Entity B’s officially designated enforcing agency for the construction code act, County Building Inspector be directed to administer, apply, and enforce on Community A’s behalf the floodplain management regulations as contained in the state construction code (including Appendix G) and to be consistent with those regulations, by:
 - a. Obtaining, reviewing, and reasonably utilizing flood elevation data available from federal, state, or other sources pending receipt of data from the FEMA to identify the flood hazard area, and areas with potential flooding, and
 - b. Ensuring that all permits necessary for development in floodplain areas have been issued, including a floodplain permit, approval, or letter of no authority from the Michigan Department of Environmental Quality under the floodplain regulatory provisions of Part 31, "Water Resources Protection," of the Natural Resources and Environmental Protection Act, 1994 PA 451, as amended, and
 - c. Reviewing all permit applications to determine whether the proposed building sites will be reasonably safe from flooding. Where it is determined that a proposed building will be located in a flood hazard area or special flood hazard area, Community/Entity B shall implement the following applicable codes according to their terms:
 - i) Appropriate portions and referenced codes and standards of the current Michigan Residential Code.
 - ii) Appropriate portions and referenced codes and standards of the current Michigan Building Code.
 - iii) Appendix G of the current Michigan Building Code.
 - d. Reviewing all proposed subdivisions to determine whether such proposals are reasonably safe from flooding and to ensure compliance with all applicable floodplain management regulations.
 - e. Assisting in the delineation of flood hazard areas; provide information concerning uses and occupancy of the floodplain or flood-related erosion areas, maintain flood proofing and lowest floor construction records, and cooperate with other officials, agencies, and persons for floodplain management.
 - f. Advising FEMA of any changes in community boundaries, including appropriate maps, and

- g. Maintaining records of new structures and substantially improved structures concerning any certificates of floodproofing, lowest floor elevation, basements, floodproofing, and elevation to which structures have been flood-proofed.
- 2. Community A and Community/Entity B assure the Federal Insurance Administrator (Administrator) that they intend to review, on an ongoing basis, all amended and revised FHBMs and Flood Insurance Rate Maps (FIRMs) and related supporting data and revisions thereof and revisions of 44 CFR, Part 60, Criteria for Land Management and Use, and to make such revisions in its floodplain management regulations as may be necessary to assure Community A’s compliant participation in the program.
- 3. Menominee Township further assures the Administrator that it has adopted the current effective FEMA Flood Insurance Study (FIS) FIRMs dated effective 16 Oct 2012, by reference within its Floodplain Management Map Adoption Ordinance; Flood Plain Ordinance # 12-28-11-01 and amendment 1 to that ordinance.

FURTHER BE IT RESOLVED both communities have enter into this intergovernmental agreement and have declared their understanding that, until this resolution is rescinded or Community A makes other provision to enforce the construction code act:

- 1. **Community/Entity B** must administer and enforce the construction code act in accordance with the terms and the conditions contained herein, and
- 2. For **Community A** to continue its participation in the NFIP, the construction code act must be administered and enforced according to the conditions contained herein.

The foregoing resolution was offered by David Wesoloski; Menominee Township Treasurer and seconded by _____.

Roll Call Vote “Aye” _____ “Nay” _____
Township of Menominee Supervisor declared this resolution adopted on _____ to be presented to Menominee County for the required intergovernmental relationship.

Twp Officer Name: **Kenneth Goffin**

I, Michael Armbrust, the duly elected Clerk of Menominee Township, hereby witness and certify that the foregoing resolution was adopted by Menominee Township at a board meeting held on _____ which will take immediate effect upon the County Administrator’s signature.

Twp Officer Name: **Michael Armbrust** Date

Menominee County Acknowledgement of the Intergovernmental Relationship:

Brian Bousley Effective Date
 Administrator County Witness
 Menominee County, MI

MENOMINEE TOWNSHIP, MENOMINEE COUNTY, MICHIGAN

AMENDMENT 1, FLOOD PLAIN ORDINANCE

Ordinance Number: 9-05-12-01

The purpose of Amendment 1, Menominee Township Ordinance 9-05-12-01 is to clarify the effective date on map panels provided and include additional information provided at a later date resilience meeting on the future study of Chapee Rapids area and Northern Little River lowland area

The Township of Menominee ordains the following section clarifications:

Section 1. Referencing Section 3 of the original document (12-28-11-02):

a. Add to General Information: During a resilience meeting 31Jul12, map problems for Menominee Township were identified and place on the FEMA action sheet to include Chapee Rapids area, along the Little River lowland area north of what has been studied to include FIRM is panel 730D (a lowland area not studied).

b. Clarification: Flood Insurance Rate Map (FIRM) for Menominee County, Michigan (All Jurisdictions) are map numbers: 26109C0785D, 26109C0740D, 26109C0720D, 26109C0715D, 26109C0710D, 26109C0705D, 26109C0640D, 26109C0645D, and one shown in another scale 26109C0675D, all dated 25 February 2011 and stamped preliminary. The final copies are dated effective October 16th, 2012. There were no changes to the maps from the preliminary maps to the final 16Oct12 maps. The listed FIRMs dated effective October 16th, 2012 are adopted by reference for the purposes of administration of the Michigan Construction Code, and declared to be a part of Section 1612.3 of the Michigan Building Code, and to provide the content of the “Flood Hazards” section of Table R301.2(1) of the Michigan Residential Code

Section 2. PUBLICATION. This ordinance shall be published in the local newspaper.

AMENDMENT 1, FLOOD PLAIN ORDINANCE 9-05-12-01

Section 3. EFFECTIVE DATE. This ordinance duly approved and adopted on 5 September 2012 at a special meeting of the Menominee Township Board and will become effective no later than 16 October 2012 per FEMA requirement.

Section 4. CERTIFICATION. A Motion to adopt the Amendment 1, Menominee Township Flood Plain Ordinance addressing effective date on map panels and the resilience meeting, Number 9-05-12-01 made on 5 September 2012 at a special meeting of the Menominee Township Board was;

Offered by: David Wesoloski

Supported by: Michael Armbrust

Role call Vote: _____ Aye _____ Nay

I hereby certify that the foregoing constitutes a true and complete copy of an Ordinance duly adopted by the Township Board of Menominee Township, Menominee County, Michigan.

Attested by:

MICHAEL ARMBRUST
MENOMINEE TOWNSHIP CLERK

CERTIFICATE OF PUBLICATION

I, THE UNDERSIGNED Township Clerk of the Township of Menominee, do hereby certify that on _____, a complete copy of the foregoing Ordinance was duly published in the Eagle Herald and County Journal, newspapers having general circulation within said township.

MICHAEL ARMBRUST
MENOMINEE TOWNSHIP CLERK

MENOMINEE TOWNSHIP, MENOMINEE COUNTY, MICHIGAN

FLOOD PLAIN ORDINANCE

**Addressing Floodplain Provisions of the State Construction Code
Ordinance Number: 12-28-11-01**

An ordinance to designate an enforcing agency to discharge the responsibility Menominee Township located in Menominee County, and to designate regulated flood hazard areas under the provisions of the State Construction Code Act, Act No 230 of Public Acts of 1972, as amended.

The Township of Menominee ordains:

Section 1. AGENCY DESIGNATED. Pursuant to the provisions of the state construction code, in accordance with Section 8b(6) of Act 230, of the Public Acts of 1972, as amended, the Building Official of Menominee County is hereby designated as the enforcing agency to discharge the responsibility of Menominee Township under Act 230, of the Public Acts of 1972, as amended, State of Michigan. Menominee Township assumes responsibility for the administration and enforcement of said Act through out the corporate limits of the community adopting this ordinance.

Section 2. CODE APPENDIX ENFORCED. Pursuant to the provisions of the state construction code, in accordance with Section 8b(6) of Act 230, of the Public Acts of 1972, as amended, Appendix G of the Michigan Building Code shall be enforced by the enforcing agency within Menominee Township.

Section 3. DESIGNATION OF REGULATED FLOOD PRONE HAZARD AREAS.

a. General Information. The Federal Emergency Management Agency (FEMA) Flood Insurance Study (FIS) was incomplete as not all areas of the township (county) were included in the studied as part of the project. Menominee Township received 9 of 10 of the Township's Flood Insurance Rate Maps (FIRMs). The missing FIRM is panel 730D. Also noted is the FIRMs provided do not have

elevations indicated on the maps. They were created through approximate modeling techniques that do not include all of the requirements of a detailed study per the project manager (Floodplain management CFM).

b. Under FEMA letterhead dated 25Feb2011 titled “Preliminary Flood Insurance Study (FIS) Report and Flood Insurance Rate Map (FIRM) for Menominee County, Michigan (All Jurisdictions); those new map numbers are 26109C0785D, 26109C0740D, 26109C0720D, 26109C0715D, 26109C0710D, 26109C0705D, 26109C0640D, 26109C0645D, and one shown in another scale 26109C0675D, all dated 25 February 2011 and stamped preliminary. The listed FIRMs are adopted by reference for the purposes of administration of the Michigan Construction Code, and declared to be a part of Section 1612.3 of the Michigan Building Code, and to provide the content of the “Flood Hazards” section of Table R301.2(1) of the Michigan Residential Code. (See Township Map – Enclosure 1)

c. The township is adopting the maps so as not to be dropped from the NFIP and realizes without a detailed study the FIRMs will not be accurate. Approximate modeling techniques study performed from another location for Menominee Township is not the same as an on location survey study.

Section 4. REPEALS. All ordinances inconsistent with the provisions of this ordinance are hereby repealed.

Section 5. PUBLICATION. This ordinance shall be effective after legal publication and in accordance with the provisions of the Act governing same with first reading on 28 December 2011.

Section 6. EFFECTIVE DATE. This ordinance duly approved and adopted on 28 December 2011 at a regular meeting of the Menominee Township Board and will become effective 25 February 2012, which is 30 days after the next regularly scheduled meeting on 25 January 2012.

Section 7. CERTIFICATION. A Motion to adopt the Menominee Township Flood Plain Ordinance addressing Floodplain Provisions of the State Construction Code Number 12-28-11-01 made on 28 December 2011 at a regular meeting of the Menominee Township Board was;

Offered by: David Wesoloski

Supported by: Michael Armbrust

Role call Vote: 5 Aye 0 Nay

I hereby certify that the foregoing constitutes a true and complete copy of an Ordinance duly adopted by the Township Board of Menominee Township, Menominee County, Michigan.

Attested by:

///signed///

MICHAEL ARMBRUST
MENOMINEE TOWNSHIP CLERK

CERTIFICATE OF PUBLICATION

I, THE UNDERSIGNED Township Clerk of the Township of Menominee, do hereby certify that on 9 Jan 2012, a complete copy of the foregoing Ordinance was duly published in the Eagle Herald and County Journal, newspapers having general circulation within said township.

///signed///

MICHAEL ARMBRUST
MENOMINEE TOWNSHIP CLERK

MENOMINEE COUNTY BOARD OF COMMISSIONERS DISCUSSION ITEM

| | |
|--|--|
| SUBJECT: | MSU - Tri County Agreement (proposal) |
| 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> <p>This year, Delta County has proposed to create a Tri-county agreement with MSU, sharing services between Menominee, Delta and Dickinson Counties. Commissioners are asked to consider the proposed agreement.</p> | |
| RECOMMENDED MOTION | |
| | |

Submitted by: **Brian Bousley**

 09/06/2012
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): |
| | |

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

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, 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

Tri County
PROPOSAL

Agreement for Extension Services provided by
Michigan State University

DRAFT
FROM DELTA

Michigan State University Extension ("MSUE"), in collaboration with Delta County, Dickinson County and Menominee County ("Tri County") is 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

MSUE and the Tri 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 Tri 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 Delta County, Dickinson County and Menominee County. This includes access to educators appointed to the Institutes and MSU faculty affiliated with each Institute to deliver core programs.
2. Extension educators' and clerical staff salaries and benefits. At least one extension educator will be assigned to Delta County, Dickinson County and Menominee County.
3. A 4-H program coordinator will be assigned for at least .5 FTE to each County, with up to 3.0 FTE assigned based on the youth population of Delta County, Dickinson County and Menominee County.
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, office supplies, equipment maintenance, internet and phone communications costs.
5. Supervision of the Personnel providing services to the residents of the Delta County, Dickinson County and Menominee County.
6. Supervision of clerical staff assigned to Delta County, Dickinson County and Menominee County Extension office.
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 Delta County, Dickinson County and Menominee County.

B. Delta County, Dickinson County and Menominee County will provide:

1. Office space for a County Extension office located on the Pinecrest Property in Powers, MI.
2. Appropriation of \$100,000 (\$50,000 from Delta County, \$25,000 each from Dickinson and Menominee County) to MSU for the operation and staffing of the Delta County, Dickinson County and Menominee County Extension Office.

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. MSU 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. Delta County, Dickinson County and Menominee County will provide funds in an annual appropriation to MSU. The appropriation will fund the operating expenses of office as well as the Personnel including the 4-H coordinator and clerical staff and the salary and fringe benefits of the 4-H coordinator and any clerical position. The entire operating

Name County Year

costs of the office located at Powers, MI to be funded from the annual appropriation. The appropriation will be reviewed annually by Delta County, Dickinson County and Menominee County in consultation with the MSU.

III. Specific Contributions

Specific contributions and terms specific to Delta County, Dickinson County and Menominee County are listed on Exhibit A, which is attached. Exhibit A will be updated annually to reflect the commitments for the upcoming year if this agreement is extended.

IV. Term and Termination

This agreement is effective on October 1, 2012 and terminates on September 30, 2013. Either MSUE or Delta County, Dickinson County and Menominee 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 Delta County. Delta 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 Delta 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 Delta County, respectively.

MICHIGAN STATE UNIVERSITY

DELTA COUNTY

By: _____
Daniel T. Evon, Director,
Contract & Grant Administration
Its: _____
Date: _____

By: _____
Thomas C. Elegeert,
Its: __ Chairperson _____
Date: _____

DICKINSON COUNTY

By: _____
Henry Wender

Its: __ Chairperson _____

Date: _____

MENOMINEE COUNTY

By: _____
James Furlong

Its: __ Chairperson _____

Date: _____

EXHIBIT A: Annual Work Plan

A. Specific Contributions by MSUE:

1. At least 3.0 FTE extension educators in the assessment.
2. 1.5 FTE 4-H program coordinator included in assessment.
3. Administrative oversight included in annual appropriation.
4. Access to extension educators with expertise in each of the MSUE Institutes included in annual appropriation.
5. Supervision of University provided academic and paraprofessional staff. Supervision of any clerical staff. Supervision is included in the annual appropriation.
6. Annual reporting of services provided, audiences served, and impact of programs in each County.

B. Specific Contributions by Delta, Dickinson, and Menominee Counties:

1. Office space for a Delta County Extension office located at Powers, MI
2. An appropriation \$100,000 for the operation of a Tri County Extension Office.

C. Appropriation by Delta County, Dickinson County and Menominee County:

For the period October 1, 2012 to September 30, 2013, the Delta County shall pay to MSUE \$50,000, the approved appropriation of Delta County. Payment will be made 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.

For the period October 1, 2012 to September 30, 2013, the Dickinson County shall pay to MSUE \$25,000, the approved appropriation of Delta County. Payment will be made 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

For the period October 1, 2012 to September 30, 2013, the Menominee County shall pay to MSUE \$25,000, the approved appropriation of Delta County. Payment will be made 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

DELTA COUNTY

By: _____

Daniel T. Evon, Director,
Contract & Grant Administration

Its: _____

Date: _____

By: _____

Thomas C. Elegeert

Its: ___ Chairperson _____

Date: _____

DICKINSON COUNTY

By: _____

Its: _____

Date: _____

MENOMINEE COUNTY

By: _____

Its: ___ Chairperson _____

Date: _____

Appendix B
Specification of the Allocation of Costs

Annual Appropriation funds will cover

- salary and fringe for Educators and 4-H Coordinator and any clerical staff
- travel required by academic educator and/or paraprofessional staff, including the 4-H Coordinators and any clerical staff
- computer
- land line phone and cell phone costs
- expenses associated with programmatic work
- all office operating expenses including copier maintenance, software maintenance, computer installation and/or repair
- high speed internet connection monthly fees

County will be expected to provide

- appropriation for MSU to operate office at Pinecrest, Powers, MI.
- office space and corresponding rental fee for office
- utilities for office space
- housekeeping and maintenance for office space
- parking area and snow removal

_____ County _____
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**

 09/06/2012
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): |
| | |

MENOMINEE COUNTY
BOARD OF COMMISSIONERS
REIMBURSEMENT VOUCHER

RECEIVED

8/30/12

Menominee County Administrator

COPY

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

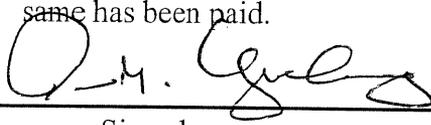
*Meals Breakfast ~ up to \$7.50
 Lunch ~ up to \$10.00
 Dinner ~ up to \$17.50

*must attach receipt for reimbursement

Name: James Furlong ~ District 2

| Date | Meeting Place | # of miles | X .555/mile | Total Cost | Account Number |
|--------------------------|---------------|------------|--------------------------|---------------|-------------------|
| 8-14-12 | Stephenson | 40 | | 22.20 | |
| 8-21-12 | Stephenson | 40 | | 22.20 | 101-101-860.02 |
| 8-28-12 | Stephenson | 40 | | 22.20 | 101-101-860.02 |
| | | | | | 101-101-860.02 |
| | | | | | 101-101-860.02 |
| | | | | | 101-101-860.02 |
| | | | | | 101-101-860.02 |
| | | | | | 101-101-860.02 |
| | | 120 | Total Mileage | | |
| Total Mileage Fee | | | | | 66.60 |

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



Signed

8-30-12

Date

MENOMINEE COUNTY
BOARD OF COMMISSIONERS
REIMBURSEMENT VOUCHER

COPY
RECEIVED
8/29/12
Menominee County Administrator

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

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

*must attach receipt for reimbursement

Name: Bernie Lang ~ District 1

2012

| Date | Meeting Place | # of miles | X .555/mile | Total Cost | Account Number |
|-------|---------------|------------|-------------------|---------------|-------------------|
| 08-02 | M. L. WKS! | 118 | | | |
| 08-14 | CO. BD. | 3 | | | 101-101-860.01 |
| 08-23 | CAA | 116 | | | 101-101-860.01 |
| 08-23 | M. H. | 142 | | | 101-101-860.01 |
| 08-24 | UPCAP | 110 | | | 101-101-860.01 |
| 08-28 | CO. BD. | 46 | | | 101-101-860.01 |
| 08-28 | SOC. SEC. | 3 | | | 101-101-860.01 |
| 08-29 | CO. W. | 3 | | | 101-101-860.01 |
| | | 541 | Total Mileage | | |
| X | | .555 | Total Mileage Fee | 300.25 | |

300.25

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

08-29-12

Date

MENOMINEE COUNTY
BOARD OF COMMISSIONERS
REIMBURSEMENT VOUCHER

RECEIVED

9/5/12

Menominee County Administrator

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

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

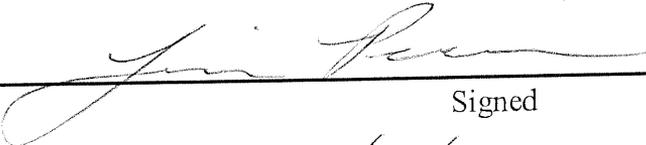
COPY

*must attach receipt for reimbursement

Name: Jim Pearson ~ District 3

| Date | Meeting Place | # of miles | X .555/mile | Total Cost | Account Number |
|---------|---------------|------------|--------------------------|--------------------------|-------------------|
| 8-14-12 | Stephenson | 14 | | | 101-101-860.03 |
| 8-21-12 | Airport | 28 | | | 101-101-860.03 |
| 8-21-12 | Stephenson | 23 | | | 101-101-860.03 |
| 8-28-12 | Stephenson | 14 | | | 101-101-860.03 |
| 8-29-12 | Courthouse | 30 | | | 101-101-860.03 |
| 8-29-12 | Airport | 28 | | | 101-101-860.03 |
| | | | Total Mileage | 137 x .555 | |
| | | | | Total Mileage Fee | \$ 76.04 |

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



 Signed
 8/31/12

 Date

**MENOMINEE COUNTY
BOARD OF COMMISSIONERS
REIMBURSEMENT VOUCHER**

RECEIVED

8/31/12

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

Menominee County Administrator

*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 |
|---------|---------------|------------|--------------------------|--------------------------|-------------------|
| 8/1/12 | STEPENSON | 24 | | | 101-101-860.05 |
| 8/6/12 | River Park | 35 | | | 101-101-860.05 |
| 8/14/12 | STEPENSON | 24 | | | 101-101-860.05 |
| 8/19/12 | STEPENSON | 20 | | | 101-101-860.05 |
| 8/28/12 | River Park | 35 | | | 101-101-860.05 |
| 8/29/12 | MENOMINEE | 50 | | | 101-101-860.05 |
| | TOTAL | 188 | 55.5 | \$104.34 | 101-101-860.05 |
| | | | Total Mileage | | |
| | | | | Total Mileage Fee | \$ 104.34 |

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

Mark J. Jasper

Signed

8/30/12

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 August 27 & 30, 2012 in the amount of \$61,998.77 | |
| RECOMMENDED MOTION | |
| | |

Submitted by: Brian Bousley

 09/06/2012
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

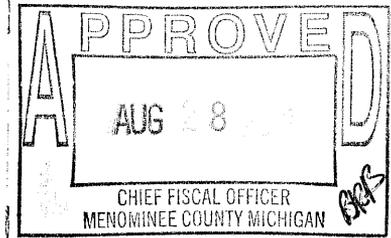
Special Revenue Funds

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

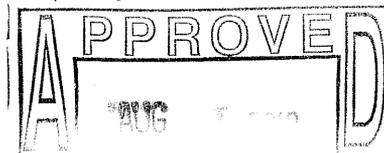
| Vendor Name | Vcher# | Voucher Date | Vendor's Ref# | Description | Debit Acct# | \$Amount | SepCk | Claim Total |
|---|--------|--------------|------------------|--------------------------------------|----------------|----------|-------|-------------|
| Bank Account: General | | | | | | | | |
| M.A.C.V.C. - Antrim Co Dept of Veterans Aff | 25979 | 8/27/2012 | Registration Fee | 2012 Fall Conference - Mike Dellisse | 101-682-860.00 | 50.00 | | \$50.00 |
| Total Amount for Bank Account: General | | | | | | | | \$50.00 |



**MENOMINEE COUNTY
Claims Audit Report**

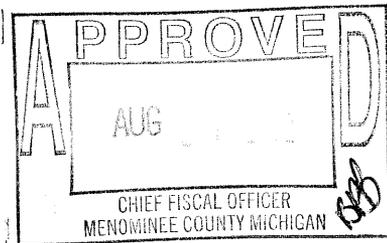
Claim Total

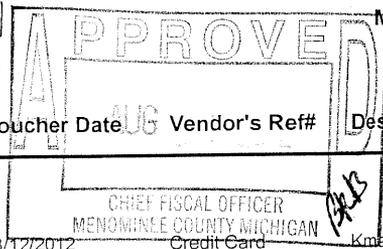
| Vendor Name Vcher# | Voucher Date | Vendor's Ref# | Description | Debit Acct# | \$Amount | SepCk | Claim Total |
|---|---------------|---|--------------------------------|----------------|----------|-------|-------------|
| Bank Account: General | | | | | | | \$80.37 |
| A B C PRINTERS 26022 | 08/21/2012 | 95158 | Letterhead - Probate Court | 101-132-727.00 | 40.19 | | |
| 26022 | 08/21/2012 | 95158 | Letterhead - Probate Court | 101-148-727.00 | 40.18 | | |
| Alfredson Brothers Const Co. 26033 | | | | | | | \$27,762.00 |
| 08/29/2012 | 12-088 | PO #02696 Partial Billing - Shakey Lake | 101-103-998.00 | 27,762.00 | | | |
| AT&T - Carol Stream, IL 26023 | | | | | | | \$589.49 |
| 08/19/2012 | 906863661408 | August 19 - September 18, 2012 | 266-325-850.00 | 201.27 | x | | |
| 26036 | 08/19/2012 | 906863202308 | August 19 - September 18, 2012 | 101-103-850.00 | 388.22 | | |
| AT&T Long Distance 26069 | | | | | | | \$216.01 |
| 08/19/2012 | 854528091 | Telephone Services | 101-103-850.00 | 216.01 | | | |
| BAY AREA MEDICAL CENTER - 3100 SHORE DRIVE 26059 | | | | | | | \$732.87 |
| 07/31/2012 | MENCC | Coroner Charges | 101-648-836.00 | 732.87 | | | |
| Bob Barker Company, Inc. 26051 | | | | | | | \$97.78 |
| 08/15/2012 | WEB000231740 | Inmate Supplies | 101-301-770.00 | 85.01 | | | |
| 26052 | 08/14/2012 | WEB000231701 | Inmate Supplies | 101-301-770.00 | 12.77 | | |
| Bobbi Jasurda 26027 | | | | | | | \$72.00 |
| 08/09/2012 | Reimbursement | Shakey Lakes Camping Refund | 208-751-964.00 | 72.00 | | | |
| Brunelle, Jennifer 26008 | | | | | | | \$88.25 |
| 08/20/2012 | Reimbursement | Mileage (7/15 - 7/23/12) | 296-664-860.00 | 88.25 | | | |
| Burkart, Karla 26063 | | | | | | | \$430.79 |
| 08/28/2012 | Reimbursement | Mileage & Supplies - Duby Park | 296-667-801.01 | 39.70 | | | |
| 26063 | 08/28/2012 | Reimbursement | Mileage & Supplies - Duby Park | 296-668-801.00 | 121.59 | | |
| 26064 | 08/28/2012 | 4915 | Community Service - Duby Park | 296-668-801.00 | 269.50 | | |
| Carol Seefeldt 26031 | | | | | | | \$96.00 |
| 08/21/2012 | Reimbursement | Shakey Lakes Camping Refund | 208-751-964.00 | 96.00 | | | |
| Cellcom Wisconsin RSA 04 26005 | | | | | | | \$92.51 |
| 08/05/2012 | 173008 | Medical Examiner Cellular Phone Service | 101-648-727.00 | 92.51 | | | |
| Chris Barber 26028 | | | | | | | \$18.00 |
| 08/27/2012 | Reimbursement | Shakey Lakes Camping Refund | 208-751-964.00 | 18.00 | | | |
| CLOVERLAND PAPER CO 26016 | | | | | | | \$1,152.49 |
| 08/17/2012 | 99588 | Kitchen Towels, Soap, Sanitizer, Lysol | 101-265-755.01 | 217.73 | | | |
| 26017 | 08/17/2012 | Toilet Tissue | 101-265-755.01 | 56.49 | | | |
| 26035 | 08/24/2012 | Center Pull & Kitchen Towels, Tissue | 101-265-755.01 | 165.80 | | | |
| 26037 | 08/17/2012 | Lysol | 208-751-755.01 | 43.05 | | | |
| 26038 | 08/10/2012 | Liners, Lysol, Soap, Towels | 208-751-755.01 | 347.15 | | | |
| 26042 | 08/23/2012 | Tidyfoam Soap | 101-265-755.01 | 40.70 | | | |
| 26053 | 08/10/2012 | Lysol, Liners, Towels | 101-301-770.00 | 281.57 | | | |
| Cody, Glenn 26067 | | | | | | | \$20.40 |
| 08/25/2012 | Reimbursement | Mileage for Parks Committee | 208-751-860.00 | 20.40 | | | |
| Cooper Office Equipment 26000 | | | | | | | \$534.00 |
| 08/13/2012 | 90940 | Annex (8/20/12 - 11/19/12) | 101-261-942.00 | 534.00 | | | |
| Dellisse, Mike 25998 | | | | | | | \$93.94 |
| 08/21/2012 | 15070 | Travel (Training Reimbursement) | 294-683-860.00 | 93.94 | | | |



**MENOMINEE COUNTY
Claims Audit Report**

| Vendor Name | Vcher# | Voucher Date | Vendor's Ref# | Description | Debit Acct# | \$Amount | SepCk | Claim Total |
|--------------------------------|--------|--------------|------------------|--|----------------|----------|-------|-------------|
| Bank Account: General | | | | | | | | |
| Dennis-Ruleau, Dawn | | | | | | | | \$731.82 |
| 26018 | | 08/20/2012 | Reimbursement | Mileage & Supplies | 296-663-727.00 | 6.88 | | |
| 26018 | | 08/20/2012 | Reimbursement | Mileage & Supplies | 296-663-860.00 | 64.94 | | |
| 26065 | | 08/28/2012 | August 2012 | Crisis Intervention | 296-668-801.00 | 660.00 | | |
| Duane and Laura Roehm | | | | | | | | \$72.00 |
| 26030 | | 08/18/2012 | Reimbursement | Shakey Lakes Camping Refund | 208-751-964.00 | 72.00 | | |
| Friends Ofc Prod Whse Direct | | | | | | | | \$424.36 |
| 26020 | | 08/20/2012 | 01699811 | ROD - Office Supplies | 101-268-727.00 | 229.70 | | |
| 26062 | | 08/28/2012 | 0170091 | Office Supplies for J.P.O. | 296-665-727.00 | 194.66 | | |
| Furlong, James | | | | | | | | \$66.60 |
| 26071 | | 08/30/2012 | Reimbursement | Mileage for August 2012 | 101-101-860.02 | 66.60 | | |
| Gregory, Raymond G. | | | | | | | | \$135.00 |
| 26024 | | 08/27/2012 | 2012-089-MI | Court Appointed Legal - Adams | 101-148-807.00 | 135.00 | | |
| Honorable Robert E. Goebel, Jr | | | | | | | | \$59.94 |
| 26066 | | 08/28/2012 | Reimbursement | Mileage 8/28/2012 | 101-148-860.00 | 59.94 | | |
| J S ELECTRONICS, INC. | | | | | | | | \$203.35 |
| 26021 | | 08/17/2012 | 17300 | Maintenance for Postion 2 | 266-325-934.01 | 203.35 | | |
| Joel Hensley, RN | | | | | | | | \$1,665.00 |
| 26046 | | 08/26/2012 | Blood Draw | V.P. (8/19), J.H. (8/25), D.A. (8/19) | 101-267-801.01 | 300.00 | | |
| 26055 | | 08/26/2012 | Nursing Services | September 1 - September 15, 2012 | 101-301-770.01 | 1,365.00 | | |
| Kleiman, Marc | | | | | | | | \$116.78 |
| 26049 | | 08/29/2012 | Reimbursement | Milage, Bridge Fare, Meals, Fuel | 101-215-860.00 | 116.78 | | |
| KOZIKOWSKI, DENNIS | | | | | | | | \$94.17 |
| 25996 | | 08/21/2012 | 15072 | Training (Travel Reimbursement) | 294-683-860.00 | 94.17 | | |
| Kyle Wangerin | | | | | | | | \$66.00 |
| 26029 | | 08/20/2012 | Reimbursement | Shakey Lakes Camping Refund | 208-751-964.00 | 66.00 | | |
| Lang, Bernard | | | | | | | | \$300.25 |
| 26068 | | 08/29/2012 | Reimbursement | August 2012 Mileage | 101-101-860.01 | 300.25 | | |
| LENCA SURVEYING | | | | | | | | \$3,308.70 |
| 26045 | | 08/24/2012 | 12124 | Remon Project Yr 12 (8/13 - 8/20/2012) | 243-246-801.07 | 3,308.70 | | |
| Lynch, Jerry | | | | | | | | \$82.49 |
| 25999 | | 08/21/2012 | 15069 | Travel (Training Reimbursement) | 294-683-860.00 | 82.49 | | |



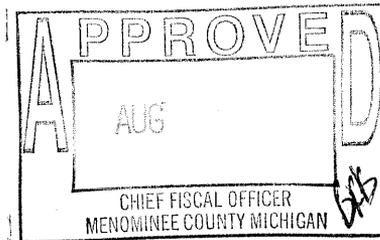


MENOMINEE COUNTY
Claims Audit Report

| Vendor Name | Vcher# | Voucher Date | Vendor's Ref# | Description | Debit Acct# | \$Amount | SepCk | Claim Total |
|---|--------|--------------|---------------|---------------------------------------|----------------|----------|-------|-------------|
| Bank Account: General | | | | | | | | |
| Mastercard | | | | | | | | \$2,913.78 |
| | 26012 | 08/12/2012 | | Credit Card Kmart | 208-751-727.00 | 104.96 | x | |
| | 26012 | 08/12/2012 | | Credit Card Kmart | 208-751-728.00 | 103.97 | x | |
| | 26012 | 08/12/2012 | | Credit Card Newberry BP | 101-426-860.00 | 27.36 | x | |
| | 26012 | 08/12/2012 | | Credit Card Secretary of State | 101-265-981.00 | 13.26 | x | |
| | 26012 | 08/12/2012 | | Credit Card USPS | 101-268-729.00 | 4.90 | x | |
| | 26012 | 08/12/2012 | | Credit Card Kwdn Sault Dreamcat | 101-426-860.00 | 17.48 | x | |
| | 26012 | 08/12/2012 | | Credit Card Kwdn Sault Trail De | 101-426-860.00 | 8.47 | x | |
| | 26012 | 08/12/2012 | | Credit Card Citgo | 101-426-860.00 | 25.65 | x | |
| | 26012 | 08/12/2012 | | Credit Card Kwdn Sault Hotel | 101-426-860.00 | 136.50 | x | |
| | 26012 | 08/12/2012 | | Credit Card Staples | 101-253-727.00 | 92.09 | x | |
| | 26012 | 08/12/2012 | | Credit Card USPS | 101-268-729.00 | 4.90 | x | |
| | 26012 | 08/12/2012 | | Credit Card USPS | 101-268-729.00 | 4.90 | x | |
| | 26012 | 08/12/2012 | | Credit Card Viktor Incentives & Meet | 517-252-860.00 | 125.00 | x | |
| | 26012 | 08/12/2012 | | Credit Card Shanty Creek Resorts | 215-141-860.00 | 80.00 | x | |
| | 26012 | 08/12/2012 | | Credit Card Lulu's Bistro | 215-141-860.00 | 57.76 | x | |
| | 26012 | 08/12/2012 | | Credit Card Moka Bellaire MI | 215-141-860.00 | 9.96 | x | |
| | 26012 | 08/12/2012 | | Credit Card USPS | 101-101-729.00 | 12.50 | x | |
| | 26012 | 08/12/2012 | | Credit Card USPS | 101-268-729.00 | 4.90 | x | |
| | 26012 | 08/12/2012 | | Credit Card USPS | 101-268-729.00 | 4.90 | x | |
| | 26012 | 08/12/2012 | | Credit Card Bigby Coffee | 215-141-860.00 | 9.86 | x | |
| | 26012 | 08/12/2012 | | Credit Card Admiral | 266-325-860.00 | 16.94 | x | |
| | 26012 | 08/12/2012 | | Credit Card Shanty Creek Resorts | 215-141-860.00 | 314.18 | x | |
| | 26012 | 08/12/2012 | | Credit Card USPS | 101-268-729.00 | 4.90 | x | |
| | 26012 | 08/12/2012 | | Credit Card Boyne Highlands | 215-141-860.00 | 775.54 | x | |
| | 26012 | 08/12/2012 | | Credit Card USPS | 208-751-920.00 | 10.01 | x | |
| | 26012 | 08/12/2012 | | Credit Card USPS | 101-268-729.00 | -4.90 | x | |
| | 26057 | 08/12/2012 | | Credit Card Pirates Cove | 205-315-755.00 | 25.49 | x | |
| | 26057 | 08/12/2012 | | Credit Card PayPal | 101-301-881.00 | 275.00 | x | |
| | 26057 | 08/12/2012 | | Credit Card Friendship House | 101-301-860.00 | 24.31 | x | |
| | 26057 | 08/12/2012 | | Credit Card LexisNexis Risk Mgmt | 205-315-727.00 | 50.00 | x | |
| | 26057 | 08/12/2012 | | Credit Card Intelius SB | 205-315-727.00 | 19.95 | x | |
| | 26057 | 08/12/2012 | | Credit Card Superior Touchless | 101-301-981.00 | 8.00 | x | |
| | 26057 | 08/12/2012 | | Credit Card Dixie Saloon | 101-301-860.00 | 55.02 | x | |
| | 26057 | 08/12/2012 | | Credit Card Days Inn & Suites | 101-301-860.00 | 172.79 | x | |
| | 26057 | 08/12/2012 | | Credit Card Days Inn & Suites | 101-301-860.00 | 172.79 | x | |
| | 26057 | 08/12/2012 | | Credit Card Gary's Quality Foods | 205-315-755.00 | 89.24 | x | |
| | 26057 | 08/12/2012 | | Credit Card Shell Oil | 101-301-860.00 | 55.20 | x | |
| Menards - Marinette | 25994 | 08/16/2012 | 62309 | Building & Ground Supplies | 101-265-930.01 | 113.17 | | \$113.17 |
| MENOMINEE ANIMAL SHELTER | | | | | | | | \$213.93 |
| | 26003 | 08/17/2012 | 1206 | June 2012 Animal Impounding | 101-601-958.00 | 142.62 | | |
| | 26004 | 08/17/2012 | 1207 | July 2012 Animal Impounding | 101-601-958.00 | 71.31 | | |
| MENOMINEE COUNTY FAIR BOARD | | | | | | | | \$783.00 |
| | 26070 | 08/29/2012 | 2012 | Additional Storage Fees | 208-751-884.01 | 783.00 | | |
| Michigan State University - CANR Budget Finance | | | | | | | | \$9,552.25 |
| | 26044 | 08/21/2012 | 4 MENOMINEE | Fourth Quarter (July - Sept 2012) MOA | 101-261-801.00 | 9,552.25 | | |
| MILLERS ACTION OFFICE SUPPLY I | | | | | | | | \$153.95 |
| | 26007 | 08/20/2012 | 087802 | Toner | 101-132-727.00 | 40.50 | | |
| | 26007 | 08/20/2012 | 087802 | Toner | 101-148-727.00 | 40.49 | | |
| | 26047 | 08/27/2012 | 0879401 | Laminating Pouch | 101-215-983.00 | 72.96 | | |

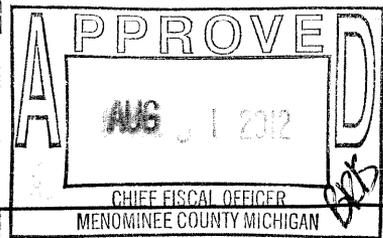
**MENOMINEE COUNTY
Claims Audit Report**

| Vendor Name Vcher# | Voucher Date | Vendor's Ref# | Description | Debit Acct# | \$Amount | SepCk | Claim Total |
|--|--------------|----------------|--|----------------|----------|-------|-------------|
| Bank Account: General | | | | | | | |
| Muffler Center of Menominee 26056 | 08/22/2012 | 784424 | Muffler & Gasket | 101-301-981.00 | 125.00 | | \$125.00 |
| OTIS ELEVATOR COMPANY 25995 | 08/20/2012 | CVE05003912 | Service from 9/1 to 11/30/12 | 101-265-801.00 | 719.91 | | \$719.91 |
| Owens, Karen A. 26010 | 08/20/2012 | 4911 | Tutoring for K.W. | 292-662-955.00 | 300.00 | | \$600.00 |
| 26061 | 08/28/2012 | 4912 | Tutoring for K.W. | 292-662-955.00 | 300.00 | | |
| Pan-O-Gold Baking Co. 26050 | 08/14/2012 | 00040683222704 | Inmate Groceries | 101-301-770.00 | 46.76 | | \$97.44 |
| 26058 | 08/07/2012 | 00040683222004 | Inmate Groceries | 101-301-770.00 | 50.68 | | |
| Pat LaMaide 26001 | 08/16/2012 | Grass Cutting | Hermansville Property (x6) | 517-252-931.00 | 120.00 | | \$120.00 |
| REDWOOD TOXICOLOGY LABORATORY 26009 | 08/20/2012 | 00719820127 | Drug Tests | 296-665-801.00 | 31.20 | | \$31.20 |
| Reinhart Foodservice 26054 | 08/14/2012 | 137358 | Inmate Groceries | 101-301-770.00 | 1,245.82 | | \$1,245.82 |
| Ron Borski 26026 | 08/15/2012 | Reimbursement | Shakey Lakes Camping Refund | 208-751-964.00 | 44.00 | | \$44.00 |
| Ross, Richard 25997 | 08/21/2012 | 15071 | Training (Travel Reimbursement) | 294-683-860.00 | 90.21 | | \$90.21 |
| Sage Software, Inc. 26043 | 07/16/2012 | 2000673498 | Payroll Software Support (9/30/12 - 9/29/12) | 101-103-857.00 | 2,316.10 | | \$2,316.10 |
| Servco FS Cooperative 100 26041 | 08/22/2012 | 71984 | Shakey Lakes | 208-751-742.00 | 765.15 | | \$765.15 |
| St. Francis Hospital 26060 | 08/29/2012 | 2271877601 | Laboratory - E. Zipter | 101-648-836.00 | 398.13 | | \$398.13 |



**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 |
| 26019 | 08/27/2012 | Septemer 2012 | | Life Insurance | 101-101-713.00 | 11.50 | | |
| 26019 | 08/27/2012 | Septemer 2012 | | Life Insurance | 101-132-713.00 | 6.32 | | |
| 26019 | 08/27/2012 | Septemer 2012 | | Life Insurance | 101-136-713.00 | 11.50 | | |
| 26019 | 08/27/2012 | Septemer 2012 | | Life Insurance | 101-141-713.00 | 9.20 | | |
| 26019 | 08/27/2012 | Septemer 2012 | | Life Insurance | 101-148-713.00 | 0.58 | | |
| 26019 | 08/27/2012 | Septemer 2012 | | Life Insurance | 101-215-713.00 | 11.50 | | |
| 26019 | 08/27/2012 | Septemer 2012 | | Life Insurance | 101-172-713.00 | 4.60 | | |
| 26019 | 08/27/2012 | Septemer 2012 | | Life Insurance | 101-261-713.00 | 2.30 | | |
| 26019 | 08/27/2012 | Septemer 2012 | | Life Insurance | 101-267-713.00 | 9.20 | | |
| 26019 | 08/27/2012 | Septemer 2012 | | Life Insurance | 101-268-713.00 | 2.30 | | |
| 26019 | 08/27/2012 | Septemer 2012 | | Life Insurance | 101-253-713.00 | 6.90 | | |
| 26019 | 08/27/2012 | Septemer 2012 | | Life Insurance | 101-257-713.00 | 4.60 | | |
| 26019 | 08/27/2012 | Septemer 2012 | | Life Insurance | 101-265-713.00 | 2.30 | | |
| 26019 | 08/27/2012 | Septemer 2012 | | Life Insurance | 101-301-713.00 | 48.30 | | |
| 26019 | 08/27/2012 | Septemer 2012 | | Life Insurance | 101-682-713.00 | 2.30 | | |
| 26019 | 08/27/2012 | Septemer 2012 | | Life Insurance | 101-103-713.00 | 2.30 | | |
| 26019 | 08/27/2012 | Septemer 2012 | | Life Insurance | 101-426-713.00 | 2.30 | | |
| 26019 | 08/27/2012 | Septemer 2012 | | Life Insurance | 271-790-713.00 | 9.20 | | |
| 26019 | 08/27/2012 | Septemer 2012 | | Life Insurance | 296-663-713.00 | 2.30 | | |
| 26019 | 08/27/2012 | Septemer 2012 | | Life Insurance | 296-664-713.00 | 2.30 | | |
| 26019 | 08/27/2012 | Septemer 2012 | | Life Insurance | 296-665-713.00 | 2.30 | | |
| 26019 | 08/27/2012 | Septemer 2012 | | Life Insurance | 208-751-713.00 | 4.60 | | |
| 26019 | 08/27/2012 | Septemer 2012 | | Life Insurance | 205-316-713.00 | 2.30 | | |
| 26019 | 08/27/2012 | Septemer 2012 | | Life Insurance | 205-315-713.00 | 20.70 | | |
| 26019 | 08/27/2012 | Septemer 2012 | | Life Insurance | 266-325-713.00 | 16.10 | | |
| 26019 | 08/27/2012 | Septemer 2012 | | Life Insurance | 266-326-713.00 | 2.30 | | |
| TARGET INFORMATION MANAGEMENT | | | | | | | | \$53.77 |
| 25993 | 08/14/2012 | 269618 | | District Court Forms | 101-136-727.00 | 53.77 | | |
| Time Warner Cable | | | | | | | | \$329.95 |
| 26048 | 08/20/2012 | 004-700185701-001 | | August 25 - September 24, 2012 | 101-103-851.01 | 329.95 | | |
| Tony & Traci Millette | | | | | | | | \$48.00 |
| 26032 | 08/22/2012 | Reimbursement | | Shakey Lakes Camping Refund | 208-751-964.00 | 48.00 | | |
| WEST GROUP PAYMENT CENTER | | | | | | | | \$544.43 |
| 26002 | 08/04/2012 | 825497628 | | Subscription Charges - District Court | 101-136-802.00 | 40.50 | | |
| 26006 | 08/04/2012 | 825497627 | | Subscription Product Charges - Family | 101-132-802.00 | 39.00 | | |
| 26011 | 08/04/2012 | 825484609 | | Subscription Product Charges - PA's Of | 101-267-802.00 | 40.50 | | |
| 26013 | 08/01/2012 | 825402839 | | Westlaw Select | 269-145-801.00 | 404.93 | | |
| 26025 | 08/04/2012 | 825488734 | | Subscription Product Charges | 269-145-982.00 | 19.50 | | |
| Wil-Kil Pest Control | | | | | | | | \$60.00 |
| 26039 | 08/13/2012 | 2100302 | | Annex | 101-265-801.00 | 30.00 | | |
| 26040 | 08/13/2012 | 2100301 | | Library | 101-265-801.00 | 30.00 | | |
| WISCONSIN PUBLIC SERVICE CORP - P O BOX 19003 | | | | | | | | \$1,026.12 |
| 26014 | 08/17/2012 | 0402047856-00008 | | Kleinke Park | 208-751-920.01 | 874.73 | | |
| 26015 | 08/17/2012 | 0402047856-00005 | | Kleinke Park | 208-751-920.01 | 118.17 | | |
| 26034 | 08/24/2012 | 0402047856-00006 | | Stoney Point Street Lighting | 208-751-920.01 | 33.22 | | |
| Total Amount for Bank Account: General | | | | | | | | \$61,948.77 |



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

 09/06/2012
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

09/04/2012

| PERMIT# | DATE ISSUED | OWNER | ADDRESS | TWP. | PERMIT FEE |
|------------------|----------------|----------------------------------|---------------------|-----------------|----------------|
| P12739-12 | 08/06/12 | KANGAS CATHERINE & SPINNATO | W5766 CO RD 388 | MEYER TWP. | \$144.12 |
| Work : | 3.GARAGE | 24X36 POLE BUILDING | | | 011-010-011-00 |
| P12740-12 | 08/02/12 | KREMHELMER SUZANNE | W5594 CO RD 342 | MELLEN TWP. | \$357.88 |
| Work : | 1.NEW DWELLING | 1664 SQ FT HOME | | | 009-180-048-00 |
| P12741-12 | 08/06/12 | KLEE KENNETH J | N15892 MAPLE ST | SPALDING TWP. | \$178.68 |
| Work : | 3.GARAGE | 36X36 GARAGE | | | 013-215-022-00 |
| P12742-12 | 08/07/12 | LOSEE MARK & DIANNE TRUSTEES | W3199 CO RD 360 | DAGGETT TWP. | \$156.60 |
| Work : | 1.NEW DWELLING | 20X24 CAMP | | | 002-126-005-00 |
| P12743-12 | 08/10/12 | ROCHE ROGER C & NOREEN C | 148 W CO RD 358 | DAGGETT TWP. | \$98.04 |
| Work : | 3.GARAGE | 16X36 GARAGE ADDITION | | | 041-602-031-00 |
| P12744-12 | 08/14/12 | NOWACK GERALD & JEANETTE | N17671 RIVER RD | SPALDING TWP. | \$156.00 |
| Work : | 3.GARAGE | ATTACHED GARAGE | | | 013-329-004-00 |
| P12745-12 | 08/28/12 | RGL STORAGE LLC | P-2 DR | MENOMINEE TWP. | \$675.00 |
| Work : | 11.COMMERCIAL | STORAGE BUILDING | | | 010-028-007-40 |
| P12746-12 | 08/14/12 | WOLSKER MARK A | W5182 E 3RD ST | MEYER TWP. | \$97.00 |
| Work : | 3.GARAGE | GARAGE ADDITION | | | 011-001-016-00 |
| P12747-12 | 08/20/12 | HANNA PATRICIA L | GUSTAFSON RD V-4 | FAITHORN TWP. | \$146.68 |
| Work : | 3.GARAGE | 28X32 GARAGE | | | 003-205-003-00 |
| P12748-12 | 08/20/12 | BOWER GEORGE & DOREEN | W577 CO RD 400 | HARRIS TWP. | \$154.50 |
| Work : | 3.GARAGE | 28X28 GARAGE W/12X17.5 BREEZEWAY | | | 005-123-001-50 |
| P12749-12 | 08/24/12 | VALLEY MECHANICAL | N3749 BAY DE NOC DR | MENOMINEE TWP. | \$427.00 |
| Work : | 3.GARAGE | 50X88 POLE BUILDING | | | 010-113-014-25 |
| P12750-12 | 08/21/12 | DZIEDZIC BRUNO J & IRENA | W4631 CO RD 338 | INGALLSTON TWP. | \$72.32 |
| Work : | 3.GARAGE | 24X26 | | | 007-306-002-25 |

NORTHPOINTE HEALTHCARE SYSTEMS BOARD OF DIRECTORS

Regular Monthly Meeting

MINUTES

715 Pyle Drive, Kingsford, MI

July 19, 2012 - 4:00 p.m.

CALL TO ORDER/ROLL CALL:

Karen Raether, Board Chairperson, called the meeting to order at 4:00p.m. Ms. Raether introduced new Board member, Dr. Michael Zevitz, to the Northpointe Board with introductions then made by Board members. Mary Wendt, Board Secretary, conducted the roll call.

| <u>MEMBERS</u> | <u>Present</u> | <u>Excused</u> | <u>Absent</u> | <u>MEMBERS</u> | <u>Present</u> | <u>Excused</u> | <u>Absent</u> |
|-----------------------|-----------------------|-----------------------|----------------------|-----------------------|-----------------------|-----------------------|----------------------|
| | | <u>Absent</u> | | | | <u>Absent</u> | |
| Connors, Peggy | *X(vtc) | | | Luhtanen, Joan | *X(vtc) | | |
| DeDie, William | X | | | Martin, Ann | X | | |
| DeGrave, Marylee | X | | | Negro, Mari | X | | |
| Erickson, Peggy | X | | | Raether, Karen | X | | |
| Hofer, Millie | | X | | Spence, Christine | X | | |
| Lang, Bernie | X | | | Zevitz, Michael, Dr. | X | | |

*(VTC-Video Television Conference from the Northpointe Iron River Office)

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

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

PUBLIC COMMENTS – No public comments

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

ACTION: Moved to approve the agenda as presented.

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

APPROVAL OF THE MINUTES:

There were no additions or corrections to the minutes from the Regular Board of Directors meeting on June 21, 2012.

ACTION: A motion was made to dispense with reading the minutes from the June 21, 2012 Regular Board of Directors meeting and approve as written.

Motion by: B. Lang; supported by C. Spence. **Motion carried unanimously.**

PRESENTATION:No presentation

CEO REPORT

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

Federal/State Activity:

- The Supreme Court upheld the Affordable Care Act and the State of Michigan is moving forward with the Medicaid expansion piece. An issue that is still “up in the air” is the health insurance exchange piece and there is debate at the State level whether this will move forward or not. As of July 1 the State of Michigan implemented incentive payments for providing services to children who are part of the Department of Health Services, children in foster care, and children in Child Protective Services (CPS). There will be an increase in money for this population of children and Northpointe serves approximately 50 children in foster care and CPS. The bulk of these children are from Dickinson County and a posting for another home-based position (a master level social worker) was done for Dickinson County to add to the home-based team as typically these children have a higher, intense level of service. The added incentive dollars will help finance this position as these children have Medicaid.
- The Leadership/Visioning workgroup will meet on July 20 and the focus has been on the new governance structure of the regional entities. The Poleski Bills started as a focus of consolidating the substance abuse coordinating agencies with the community mental health agencies. The Michigan Association of Counties has now recommended language to look at the governance structure of the regional entities so these bills have expanded. There has not been much further information on the Dual Eligibles Plan and the only item shared was that the Center for Medicare/Medicaid at the Federal level did not like the Care Bridge.

Regional Activity:

- Dr. Joe Cools, Medical Director for Pathways/NorthCare, has taken a 2 month leave of absence and a new medical director is being looked at to hire.
- A new regional work group is being formed to look at residential needs. Luanne Guiliani, Northpointe Contract Manager, will be the Northpointe representative on this work group.

Local Activity:

- Bill Reid, Northpointe Prevention Coordinator, will be retiring on September 30. Mr. Reid has worked for Northpointe for 24 years and his position will not be replaced. The Prevention Coordinator position was funded 100% by General Fund (GF) dollars. At the end of September a luncheon will be held for Mr. Reid.
- The Recipient Rights audit was recently conducted. This audit is conducted by the State every 3 years to certify the Recipient Rights Department. Northpointe received a score of 268.5 out 277 and was in substantial compliance.

PERSONNEL COMMITTEE REPORT- P. Erickson

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

1. **ISSUE:** Top of Pay Scale Proposal

Ms. Erickson stated the Personnel Committee reviewed the top of the pay scale proposal as follows: full-time salary individuals at the top of the pay scale will receive a \$1,000 bonus and all eligible hourly staff will receive 2% of their wages earned during the previous 26 pay periods provided that both salary and hourly staff achieve a performance rating of 80% or higher. Ms. Erickson further stated that at the time of this proposal there were 8 salary staff at the top of the pay scale for a total of \$8,000 and 6 hourly staff for a total of \$3,000 which equals a total cost of approximately \$11,000. Ms. Erickson stated that the Personnel Committee thought this would be a good recognition for staff performing at a high level but are maxed out at the top of their pay scale.

ACTION: A motion was made by P. Erickson, supported by C. Spence to approve a \$1,000 payment for salary staff and 2% of wages for hourly staff at the top of the pay scale effective July 29, 2012.

DISCUSSION: Karen Thekan stated that salary staff are a mix of either GF dollars or Medicaid dollars depending on their position. Mari Negro asked why this is being done in the form of a bonus rather than pay raise. Ms. Thekan stated that this is being done as a performance payment which will be based on a staff's performance review at the time of the annual review and will be given as a lump sum but not put into a staff's base pay. Ms. Thekan stated that this proposal is for staff at the top of the pay scale and pay scales will be looked at as a separate item. When the pay scales are looked and, maybe adjusted, a staff would not receive the above. Ann Martin stated that she felt this was a conservative proposal that recognizes staff, in some concrete way, without adjusting the base pay scale. Discussion ensued and miscellaneous questions were addressed by Ms. Thekan.

ROLL CALL VOTE:

| <u>MEMBERS</u> | <u>YES</u> | <u>NO</u> | <u>MEMBERS</u> | <u>YES</u> | <u>NO</u> |
|------------------|------------|-----------|----------------------|------------|-----------|
| Connors, Peggy | X | | Luhtanen, Joan | X | |
| DeDie, William | X | | Martin, Ann | X | |
| DeGrave, Marylee | X | | Negro, Mari | | X |
| Erickson, Peggy | X | | Raether, Karen | X | |
| Hofer, Millie | | | Spence, Christine | X | |
| Lang, Bernie | X | | Zevitz, Michael, Dr. | | X |

Motion carried: 9 ayes; 2 nays.

2. **ISSUE:** Clinical Staff Salary

Ms. Erickson stated that the Personnel Committee reviewed the clinical staff salary pay scale for Master Level Social Workers (MSW). Northpointe has been having a difficult time recruiting for MSW positions, especially in the Menominee office. Ms. Erickson further stated that it is being proposed to change the MSW/behavioral psychologist/occupational therapy pay scale range effective July 29, 2012 from a base of \$38,168 to a base of \$43,000 and a top of the pay scale range from \$51,771 to \$58,000. It is also being proposed to change the ACT Team Leader position from a base of \$45,110 to \$49,942 and a top of the pay scale range from \$58,771 to \$64,942. Ms. Erickson stated that the MSW positions at the VA Hospital, the school systems, and Marinette County are an outlier on the wage scale as they are much higher than other social workers in the communities. There are 8 staff below base and to move them to the new base rate would amount to approximately an expenditure of \$30,000 of which approximately 70% would come from Medicaid funds and 30% from GF. The last pay scale adjustment for the above job category was in 2008. Ms. Erickson stated that it is felt this will help with recruitment and will bring the pay scale to what the market is bearing other than the VA Hospital, schools, and Marinette County. At some point in the future it hopefully will be considered for base pay scales to be tied into some index to keep up with the market.

ACTION: A motion was made by M. DeGrave, supported by C. Spence to approve the pay scale for the MSW/behavioral psychologist/occupational therapist to the range of \$43,000 to \$58,000 and the ACT Team leader to the range of \$49,942 to \$64,942 effective July 29,2012.

ROLL CALL VOTE:

| <u>MEMBERS</u> | <u>YES</u> | <u>NO</u> | <u>MEMBERS</u> | <u>YES</u> | <u>NO</u> |
|------------------|------------|-----------|----------------------|------------|-----------|
| Connors, Peggy | X | | Luhtanen, Joan | X | |
| DeDie, William | X | | Martin, Ann | X | |
| DeGrave, Marylee | X | | Negro, Mari | | X |
| Erickson, Peggy | X | | Raether, Karen | X | |
| Hofer, Millie | | | Spence, Christine | X | |
| Lang, Bernie | X | | Zevitz, Michael, Dr. | X | |

Motion carried: 10 ayes; 1 nay.

3. Miscellaneous

- Ms. Erickson stated that Karen Thekan’s annual CEO evaluation will need to be returned by August 8 to Mary Wendt.
- A Personnel Committee meeting will be scheduled in September.
- Mari Negro asked if the same information that Personnel Committee members receive is also sent to the other Board members not on the committee. Karen Thekan stated that every Board member receives the same information. Ms. Negro stated then that Personnel Committee members’ decisions are based on what is given to them but feels that not being part of the Personnel Committee and not privy to their conversations makes it difficult for her to make decisions as she does not receive all the information that is being asked at one time. Karen Raether stated that Board members need to trust the committee structure.

RECIPIENT RIGHTS ADVISORY COMMITTEE REPORT- M. DeGrave

Ms. DeGrave highlighted the following from the Recipient Rights Advisory Committee meeting minutes:

- Recipient Rights Committee members met with Angie O’Dowd, the State Recipient Rights auditor.
- Loren Veaser asked if there was a limit on how many missed meetings a committee member could have before they were contacted. Mary Wendt will review the by-laws regarding how many meetings can be missed by a committee member.
- The Recipient Rights Office operating budget was reviewed.
- The Recipient Rights quarterly report was reviewed.
- An Appeals and Rights Advisory trainings will be held for committee members on August 30.

FINANCE COMMITTEE REPORT- C. Spence

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

1. **ISSUE:** Review Check Disbursement Report

The check disbursement report in the amount of \$1,393,917.28 was reviewed and recommended for Board approval.

ACTION: A motion was made by C. Spence, supported by to approve the check disbursement report for bills paid in the amount of \$1,393,917.28as presented. Miscellaneous questions were addressed by Karen Thekan.

ROLL CALL VOTE:

| <u>MEMBERS</u> | <u>YES</u> | <u>NO</u> | <u>MEMBERS</u> | <u>YES</u> | <u>NO</u> |
|------------------|------------|-----------|----------------------|------------|-----------|
| Connors, Peggy | X | | Luhtanen, Joan | X | |
| DeDie, William | X | | Martin, Ann | X | |
| DeGrave, Marylee | X | | Negro, Mari | X | |
| Erickson, Peggy | X | | Raether, Karen | X | |
| Hofer, Millie | | | Spence, Christine | X | |
| Lang, Bernie | X | | Zevitz, Michael, Dr. | X | |

Motion carried unanimously.

2.ISSUE: Review Financial Report – June2012

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

ACTION: A motion was made by C. Spence, supported by M. Negroto approve the June2012 financial report. Miscellaneous questions were addressed by Bill Adrian and Karen Thekan.

ROLL CALL VOTE:

| <u>MEMBERS</u> | <u>YES</u> | <u>NO</u> | <u>MEMBERS</u> | <u>YES</u> | <u>NO</u> |
|------------------|------------|-----------|----------------------|------------|-----------|
| Connors, Peggy | X | | Luhtanen, Joan | X | |
| DeDie, William | X | | Martin, Ann | X | |
| DeGrave, Marylee | X | | Negro, Mari | X | |
| Erickson, Peggy | X | | Raether, Karen | X | |
| Hofer, Millie | | | Spence, Christine | X | |
| Lang, Bernie | X | | Zevitz, Michael, Dr. | X | |

Motion carried unanimously.

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

| # | Name of Contract | Purpose of Contract | Date of Contract | Old Rate | New Rate | Change |
|---|----------------------------|-----------------------------|--------------------|--|--------------|------------------------|
| A. | Birchwood AFC | Specialized Residential | 6/21/12 - 12/31/12 | n/a | \$60/day | n/a |
| This is an addendum to the current contract for the addition of one additional person. This person left 7/3/12. | | | | | | |
| B. | NorthCare Network | PIHP Master Contract | 10/1/11 - 9/30/12 | | | |
| Renewal with NorthCare for Medicaid funds. | | | | | | |
| C. | SDI Consumer | Self-Determination Supports | 6/1/12 – 7/31/12 | \$14,220/yr. | \$21,288/yr. | Inc. of \$7,068 |
| This is a budget agreement with one consumer who employs staff through a fiscal intermediary. | | | | | | |
| D. | Stuart Wilson | Fiscal Intermediary | 7/1/12 – 6/30/13 | \$135/mo.if they employ staff. \$35/mo. if no staff | | |
| This is a renewal agreement for Stuart T. Wilson, CPA, PC to preform fiscal intermediary services for our consumers. Currently we have two consumers that have chosen his firm. | | | | | | |
| E. | Newlin AFC | Specialized residential | 8/18/12 – 8/17/13 | \$236.60/day | \$233.04/day | Decrease of \$3.56/day |
| This is a renewal agreement for residential services for 4 residents. The daily amount represents the total for the 4 residents. | | | | | | |
| F. | Whispering Pines South AFC | Specialized residential | 8/1/12 – 7/31/13 | \$129.05 | \$129.05 | n/a |
| This is a renewal agreement for residential services for 6 residents. | | | | | | |
| G. | Whispering Pines South AFC | Lease agreement | 8/1/12 – 7/31/13 | \$850.00 | \$850.00 | n/a |
| WPS rents the Carney home from NBHS for the 6 residents. | | | | | | |

ACTION: A motion was made by C. Spence, supported by M. DeGraveto approve contracts A, B, C, E, and G as noted above, table Contract D, and vote separately on Contract F.

ROLL CALL

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

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| Erickson, Peggy | X | Raether, Karen | X |
| Hofer, Millie | | Spence, Christine | X |
| Lang, Bernie | X | Zevitz, Michael, Dr. | X |

Motion carried unanimously.

ACTION: A motion was made by C. Spence, supported by B. Lang to approve contract F as noted above.

ROLL CALL

| <u>MEMBERS</u> | <u>YES</u> | <u>NO</u> | <u>MEMBERS</u> | <u>YES</u> | <u>NO</u> |
|------------------|------------|-----------|----------------------|------------|-----------|
| Connors, Peggy | X | | Luhtanen, Joan | X | |
| DeDie, William | X | | Martin, Ann | X | |
| DeGrave, Marylee | X | | Negro, Mari | | X |
| Erickson, Peggy | X | | Raether, Karen | X | |
| Hofer, Millie | | | Spence, Christine | X | |
| Lang, Bernie | X | | Zevitz, Michael, Dr. | X | |

Motion carried: 10 ayes; 1 nay.

4. Miscellaneous

- Request for Proposals (RFPs)

RFPs were done to look at refinancing both the Iron River Boyington Home and the Menominee office.

The RFPs were reviewed and the amount owed for both of these properties is approximately \$750,000.

The consensus of the Finance Committee was for Bill Adrian to contact each RFP for updated rates.

Mr. Adrian stated that he did contact each RFP and they are as follows: The First National came back at 3.2 for 5 years, a 20 year amortization, and no extra costs; Range came back at 3.14 for 5 years, a 20 year amortization, and \$925 documentation costs and title insurance; and Citizens provided the same information as previously submitted. Discussion ensued and miscellaneous questions were addressed by Mr. Adrian.

ACTION: A motion was made by C. Spence, supported by M. Negro to approve to refinance the loan with First National.

ROLL CALL

| <u>MEMBERS</u> | <u>YES</u> | <u>NO</u> | <u>MEMBERS</u> | <u>YES</u> | <u>NO</u> |
|--------------------------------|------------|-----------|----------------------|------------|-----------|
| Connors, Peggy- ABSTAIN | | | Luhtanen, Joan | X | |
| DeDie, William | X | | Martin, Ann | X | |
| DeGrave, Marylee | X | | Negro, Mari | X | |
| Erickson, Peggy | X | | Raether, Karen | X | |
| Hofer, Millie | | | Spence, Christine | X | |
| Lang, Bernie | X | | Zevitz, Michael, Dr. | X | |

Motion carried: 10 ayes; 1 abstain.

- There was no additional information regarding the issue of Board per diems to provide at this time

CHAIRPERSONS REPORT - K. Raether

- The NorthCare Advisory Committee met on June 25 and Ms. Raether highlighted the following from the meeting: the NorthCare payroll and percent allocations to staff was discussed; an update from Mike Vizenawas reviewed; a letter drafted from NorthCare to Lynda Zeller regarding that the NorthCare Advisory Committee being in favor of the U.P. remaining as a region was reviewed; and the NorthCare by-laws were discussed and will remain as is for now. Ms. Raether stated that three individuals can represent Northpointe on the NorthCare Advisory Committee and asked if there was another Board member that would like to be on this committee with herself and Mari Negro. The next NorthCare Advisory Committee meeting is scheduled for July 30 and Ms. Raether stated that a Board member can join the committee at any time. Discussion ensued and miscellaneous questions were addressed by Ms. Raether and Karen Thekan.
- Ms. Raether was in attendance at the July 11 Recipient Rights Advisory Committee meeting when the committee met with the Recipient Rights State auditor and also attended the July 16 Board orientation for Dr. Zevitz. Ms. Raether stated that Dr. Zevitz will be a member on the Board Planning Committee.
- An updated Board roster and updated Board committee roster was provided to Board members for their information.
- The Great Lakes Fall conference will be held at the Kewadin Casino in Sault St. Marie from September 9-11.

UNFINISHED BUSINESS– No unfinished business

NEW BUSINESS- No new business

BOARD PREROGATIVE/AMBASSADOR MOMENT

- Karen Raether shared information on how successful an individual has done under Dr. Razdan's excellent care.

PUBLIC COMMENTS

- Bill DeDie stated that the NAMI picnic is scheduled for July 26 at Runkle Lake in Crystal Falls and everyone is invited to attend this event.

ADJOURNMENT

Chairperson Raether stated the meeting adjourned. Meeting adjourned at 5:26 p.m.

The next regular monthly Board meeting is scheduled for August 23, 2012 in Kingsford, Michigan at 4:00 p.m.

Karen Raether, Chairperson

Peggy Connors, Secretary

Mary Wendt, Board Secretary



PINECREST BOARD OF TRUSTEES

| | |
|---|-------------------|
| Date: Thursday, July 26, 2012 | Time: |
| Presiding: Margaret Bastien, Chairperson | Place: Board Room |
| Recording Secretary: Lois Ball, Executive Secretary | |

Present: Gerald Smith, Elaine Boyne, Gladys Elegeert, Katie Driscoll, Barbara Oliver, Barbara Thorne, Mary Bradley, Michael Kaufman, Margaret Bastien, Richard Mapes, Administrator

Liaison Members Present: John Degenauer, Jr.; Ann Martin
 Liaison Members Absent: Mary Harrington and Charlie Meintz
 Leadership Team Members Present: Darlene Smith, Candace Meintz, Sharline Corrigan

Also Present: Lynn Schoen, Child Care Director; Todd Flath, Judy Nerat, Donna Cappaert, Tracey Fazer, Joni Backland, Peggy Eichhorn, Amy Lantagne, Robin VanEnkevort, Sandi Guathier

| TOPIC | DISCUSSION | OUTCOME |
|---------------------------|---|--|
| Call to order | The meeting was called to order at 2:00 p.m. CST by Chairperson Bastien. | |
| Approval of July's Agenda | Chairperson Bastien asked that an addition of "e": By Laws Discussion be added to the Agenda. | A motion to approve the July Agenda with the addition as requested was made by Trustee Smith, supported by Trustee Driscoll. Motion carried. |

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| <p>Board action on Minutes of the June 28, 2012 meeting</p> | <p>The minutes were sent to the Board Members prior to this meeting for review.</p> | <p>A motion was made by Trustee Oliver Supported by Trustee Bradley to approve the minutes of the June 28, 2012 meeting. Motion carried.</p> |
| <p>Review of Financial Statement for the month of June 2012</p> | <p>Candace Meintz, CFO, reviewed the Financial Statements for the month of June 2012. Board Members asked about the increase and CFO Meintz explained that it had to be increased due to A/R Trustee Kaufman read a recent newspaper article regarding Roubal's Nursing Care and Rehabilitation Center in Stephenson and stated that he wanted to point out that this facility was once an 88 bed facility and has now dropped its bed capacity down to 39. We are not the only ones having a problem with census.</p> | <p>A motion to approve the Financial Statement as presented was made by Trustee Elegeert, supported by Trustee Smith. Motion carried.</p> |
| <p>Board action on Manifest of Invoices</p> | <p>The Manifest of Invoices had been mailed to Board Members prior to this meeting for review.</p> | <p>A motion to approve the Manifest of Invoices and to pay the bills was made by Trustee Smith , supported by Trustee Boyne. Motion carried.</p> |
| <p>Whispering Pines report</p> | <p>Trustee Bradley reported on the activities for each of the homes, Northern Pines (PAC) and Great Northern Home Care. Trustee Bradley also reported that an office of Great Northern Home care will be located in the Superior State Building in Menominee as the office the Harbor Towers building is not big enough but will be used to direct care for Harbor Towers clients.</p> | <p>A motion to approve the Whispering Pines report was made by Trustee Driscoll, supported by Trustee Oliver . Motion carried.</p> |
| <p>Child Care Center Contract</p> | <p>One Sealed bid was received. It was opened by Secretary of the Board, Barbara Oliver. It was from SML Day Care Services and the total bid was \$131,500. A discussion was held concerning our recent Medicaid audit, cost report and reimbursement from cost settlement. A decision was made to table this item until</p> | <p>A motion to table this item until the final Medicaid Audit report is received was made by Trustee Bradley, supported by Trustee Driscoll. Motion carried.</p> |

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| | the final report from the Medicaid audit is received. | |
| MSU Extension Service – Lease Agreement | <p>Administrator Mapes explained that the 3 counties had approached the facility in regards to having an MSU office located at Pinecrest. We are looking at leasing the upstairs of Whispering Pines (which had been the Whispering Pines office area until last month) with an outdoor staircase being put in. The lease would be offered at \$1,800.00 per month with an annual renewable contract. Administrator Mapes asked the Board's permission to move forward with the lease agreement between Pinecrest MCF and MSU Extension, contingent on the agreement of who will build an outdoor entrance to the second floor. We are getting price quotes for this work at this time.</p> <p>Chairperson Bastien asked if before we lease it out was there anything we could use the space for, but discussion held that we would not need to move any activity, program or office to that space at this time.</p> | <p>A motion was made by Trustee Kaufman, supported by Trustee Bradley, to allow the Administrator to move forward with the lease agreement. Motion carried.</p> |
| Bad Debt Write Off | <p>Sharline Corrigan reported that this is a Medicare client, admitted, discharged and re-admitted. She worked with Medicare, can show where she called them but couldn't get claim to pay, it has gone over the year limit, she has even requested Special Claims to try to recoup this amount even if it is over the year, but she is asking that this be a write – off due to the time limit.</p> <p>One claim that had been written off earlier this year, will be credited to our A/R account, so that shows on today's report.</p> | <p>A motion as made by Trustee Smith, supported by Trustee Driscoll to approve the write off in the amount of \$13,390.53. Motion carried.</p> |
| Report of Quality Assurance and Resident Council Meetings | <p>Darlene Smith stated that the Quality Assurance Committee had met during the month and noted the activity that each department had reported on.</p> | <p>A motion to approve the Quality Assurance Report was made by Trustee Bradley, supported by Trustee Driscoll. Motion</p> |

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| | <p>She noted that the State did come in to review our self reported incidents and we did receive a level D. We did do discipline and inservice as well as the Quality Assurance and we have to report back to the State in a couple of weeks.</p> <p>Resident Council Meeting: July 10th at Pinecrest. Reviewed what kinds of pies they wanted to make with the children in the day care center. They also planned the cook out that we had today. In August calendar they are working on "Talk Time" and want to go outside if the weather is nice. They asked Penney to attend a meeting to discuss the menus. Cheryl reviewed F240 (resident rights) and they stated they liked the a/c with this recent weather.</p> <p>July 23: Pine Grove: they planned their fish fry outing, talked about going to the fair and other outings they would like, they also reviewed the F240 tag.</p> <p>July 24: Cedar Grove: husband and wife would like to go to the fair, reviewed F240</p> | <p>carried.</p> |
| <p>Safety Committee Report</p> | <p>Lois Ball Reported on the July 10th Safety Committee Meeting. She noted that they continue to monitor nail clips and skin tears as well as Falls/personal alarms. Trustee Driscoll asked about the numbers of incidents that are not showing for the May report and Lois responded that a meeting was not held that month and data was not prepared.</p> | <p>A motion to approve the Safety Committee Minutes as presented was made by Trustee Kaufman, supported by Trustee Driscoll. Motion carried.</p> |
| <p>Report on meetings and Conferences Attended</p> | <p>Administrator Mapes reported on the District I meeting and items reviewed at that meeting including HCAM reimbursement updates. He announced that the director of the Bureau of Health System has been asked to step down.</p> | <p>A motion was made by Trustee Bradley, supported by Trustee Boyne, to accept the report on Meetings and Conferences Attended. Motion carried.</p> |

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| | <p>Administrator Mapes reported on NACo Summer Meeting, he has been elected Vice President of NACHFA.</p> <p>MCMCFC Meeting: He reported that the Administrators are monitoring the TV 6 ads and that he had seen the Pinecrest ad just the other day.</p> <p>MCSSA Meeting: Administrator Mapes reported that they will meet in Traverse City in August. There will be a meeting for strategic planning during that conference. He asked the Board to approve lodging for him for that meeting.</p> <p>Darlene Smith reported that she had attended the Alzheimer's Support Group meeting. She also stated that the facility has been joining in on some webinars related to dementia. She stated that the webinars indicate that they want to do away with the use of antipsychotic drugs. Some staff members have also been attending MDS 3.0 conferences to keep up to date in that area.</p> <p>Trustee Kaufman encouraged all Board Members to try to attend the next MCSSA Meeting and stated without attendance the meetings may well be discontinued.</p> <p>Trustee Elegeert asked if the meeting to review the employee's letter of concern had been held during the past month. This letter will be taken into consideration during the House Committee Meeting to be held directly following the Board Meeting.</p> | |
| | <ol style="list-style-type: none"> 1. Quarterly "SOAR" Report: The Administrator reviewed this dashboard report and commented on many of the items. 2. Because of self reported incidents, we had a State surveyor in the building beginning June | <p>Administrator's Report</p> |

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| | <p>21st. We were cleared on all with the exception of one. We received a Level D citation. We have submitted our plan of correction and they have accepted it.</p> <ol style="list-style-type: none"> 3. We are working on the My InnerView surveys of residents, families and staff. 4. Local 854 arbitration dates are set for August 6, 7 and 10. 5. We had a Medicaid Audit last week and will be looking for a full report regarding this audit within a few weeks. Administrator Mapes thanked the CFO for all of her work in preparing for the audit and making sure the auditor got a lot of information beforehand. 6. MCSSA/MCSCCET/MCMCFC Annual Conference will be held at Crystal Mountain in Traverse City on August 27 through 29. Administrator Mapes requested that the Board approve lodging in the amount of \$281.22 for the time he is at the conference. 7. MCMCFC Board of Directors Meeting, September 27 and 28 in Sault Ste. Marie. Administrator Mapes requested approval from the Board for lodging in the amount of \$78.00 for the night he will be there. He also noted that the meeting will be held on the 27th which is the same day as the Board Meeting and he requested permission to be absent from the Board meeting in September. The Board has agreed to hold the meeting as scheduled on September 27th. 8. Joint Provider meeting will be held on September 18th and Administrator reported that Darlene Smith is planning to attend. He asked | <p>Trustee Bradley made a motion, supported by Trustee Elegeert, to approve lodging in the amount of \$281.22 for the Annual Conference in Traverse City. Motion carried.</p> <p>A motion to approve the lodging for the Administrator to attend the Board of Directors Meeting in Sault St. Marie on September 27 and 28 was made by Trustee Kaufman, supported by Trustee Boyne. Motion carried.</p> <p>A motion was made by Trustee Bradley, supported by Trustee Driscoll, to allow costs of travel for Mrs. Smith. Motion carried.</p> |
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| | <p>the Board's approval for travel costs for Mrs. Smith.</p> <ul style="list-style-type: none"> 9. Retirement Plan Fee to change our current 457 Plan with Hartford over to AXA was reviewed. 10. SEIU Labor Contract was not ratified by the LPNs last week. We are waiting to hear from our attorney regarding this issue. 11. Administrator Mapes stated that he had included in today's packet a HCAM Alert which provides an overview of several issues we are currently dealing with. | <p>A motion was made by Trustee Smith, supported by Trustee Elegeert, to accept the Administrator's report.</p> |
| <p>Review of Board By Laws</p> | <p>Chairperson Bastien stated that she had requested the By Laws be sent to all Board Members for review and to discuss at this meeting. She asked if Board Members felt there needed to be changes made. Trustee Driscoll noted that the By Laws refer to the "President" and asked who that was. The President of the Board is now referred to as the Chairperson and she thought such a change should be reflected in the By Laws. Chairperson Bastien asked if the Executive Committee acts in place of the whole board (no). Trustee Driscoll noted that the last page again refers to the "President" and has no review date. Chairperson Bastien discussed her interpretation of the Executive Committee, to meet if there is a need to between the scheduled monthly meetings of the regular Board. We used to meet to award salaries to management personnel and we don't do that anymore. (Administrator Mapes reminded them that the wage freeze is on.) It was suggested to form a sub-committee to review the By Laws on a yearly basis. Trustee Kaufman suggested that it be the same month of each year. Discussion was held on appointments to the committee and the following Trustees were appointed: Katie Driscoll, Gerald Smith, Mary Bradley</p> | |

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| | <p>and Peg Bastien as Chairperson will also attend.</p> <p>John Degenauer, Jr. asked which fair the residents were wanting to attend and stated he would see what he could do about obtaining admission for them.</p> <p>He asked the Board that when voting to approve the cost of travel or other items that the amount that was approved be so noted in the minutes. He noted that the Board had just approved mileage to a meeting, but a dollar amount to approve was never given.</p> <p>Ann Martin asked if the lease agreement with MSU Extension was to include utilities, maintenance, and internet as that had been what was agreed upon at the meeting. She also noted that when they had met and toured that area it had been agreed that Pinecrest would be responsible for the stairwell/entrance to second floor. Administrator Mapes responded that he has discussed this with Nora Viau from Delta County and that Pinecrest is not in the position to bear that cost at this time.</p> | <p>Mr. Mapes stated that was not the case, but said he will try better.</p> |
| <p>Comments from Liaison Members</p> | <p>Amy Lantagne (CNA at Pinecrest) expressed that Mr. Mapes ignored her welcome and didn't address the residents at the nurses station this morning.</p> <p>Robin VanEnkevort, LPN asked that her letter be read here at the regular Board Meeting. She distributed letters to the Board Members and asked a Trustee to read the aloud. Trustee Boyne read the letter which addressed her concerns.</p> <p>Sandi Gauthier, LPN, also expressed her concerns regarding activities for residents, especially on weekends. She noted that she agrees with a lot of the</p> | |
| <p>Comments from the Public</p> | | |

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| | <p>comments that Robin had made in her letter. She also noted concerns about our building (care/renovations).</p> <p>Dietary aide, Donna Cappaert, stated that she feels all cuts are not fair and noted that the cuts affect what the residents want and what they can have on their menus.</p> <p>The meeting adjourned at 3:27 p.m. CST</p> | |
| <p>Adjournment</p> | | <p>A motion to adjourn was made by Trustee Elegeert, supported by Trustee Oliver. Motion carried.</p> |

Barbara J. Oliver, Secretary

Barbara J. Oliver

Richard Mapes, Administrator

Richard Mapes

TWIN COUNTY AIRPORT COMMISSION

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

Personnel Committee

4:00 p.m. – 8/29/2012

TWIN COUNTY AIRPORT CONFERENCE ROOM

1. Call to order
2. Pledge of Allegiance
3. Roll call
4. Approve/amend agenda
5. Approve/amend minutes of July 31, 2012
6. Public comment – speakers will be limited to 5 minutes on agenda items only
7. Discuss/consider draft of appraisal document based on airport staff job descriptions, action if any
8. Public comment – speakers will be limited to 5 minutes
9. Future agenda items
10. Schedule next meeting
11. Adjourn

Note: Quorums may be present.

Note: Agenda items may not be considered and acted upon in the order listed.

cc: Nick Lakari
James Furlong
Jim Pearson
Jason Lauzer

Menominee County Admin.
Marinette County Clerk

If you are an individual who needs a special accommodation while attending the meeting as required by the "Americans with Disabilities Act," please notify the Twin County Airport Manager's office (906-863-8408) at least 24 hours prior to the meeting in order to make suitable arrangements (TDD 800-649-3777).

**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: July 31, 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 Sue Asplund for Russell Sexton, Board Secretary.

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 June 26, 2012 MINUTES:

Minutes of the June 26, 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 June 2012 was reviewed. There was \$150.00 in expenditures for DHS Board meeting; leaving a balance of \$7,361.00.

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: Ms. Asplund reviewed the current staffing situation with the board.

Statewide Director's Meeting Information: Ms. Asplund went over 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 had no new suggestions or input to offer.

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:

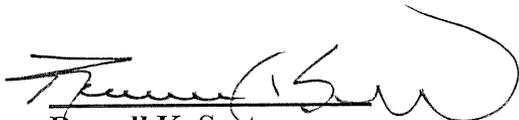
Approval of Vouchers: Vouchers for June, 2012 were reviewed and approved. Motion made by Mary Bradley and supported by Peggy Bastien. Motion passed without opposition.

NEW BUSINESS: No new business presented.

PUBLIC COMMENT: None

NEXT MEETING: August 28, 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 9:35 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