

"Menominee - Where the best of Michigan Begins"

MENOMINEE COUNTY BOARD OF COMMISSIONERS

Menominee County Courthouse
839 10th Avenue
Menominee, MI 49858

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

The Menominee County Board of Commissioners
will meet on **Tuesday ~ January 27, 2015 @ 6:00 p.m. CST**
At the Menominee County Courthouse
839 10th Ave., Menominee, MI 49858
Courtroom B - 2nd Floor

AGENDA

- A. Call to Order
- B. Pledge of Allegiance
- C. Roll Call
- D. Approval of the Agenda
- E. Approval of Previous Minutes
January 5, 2014 - Re-organizational Meeting & CB Meeting
- F. Public Comment (*Statements, not debate, limited to 5 minutes per person on agenda items only*)
- G. Presentations (*limited to twenty minutes*)
Sheriff Kenny Marks - State of the Sheriff Dept. Address
- H. Department Head/Elected Officials Reports (*limited to ten minutes*)
- I. Action Items
 - 1. Moved by _____ seconded by _____ to approve the 2015 Schedule of County Board Meetings as submitted with every other month at locations within Menominee County.
 - 2. Moved by _____ seconded by _____ to approve Resolution 2015-04 ~ Clean Water Act Proposed Rule for Definition of Waters of the U.S.
 - 3. Moved by _____ seconded by _____ to appoint two interested candidates 1. _____ & 2. _____ to the Building Code Construction Board of Appeals for a two year term (2/1/2015-1/31/2017). (*Only one interested candidate - Leon Felch*).
 - 4. Moved by _____ seconded by _____ to appoint one interested candidate 1. _____ to the Menominee County Library Board for a 5 year term (2/1/2015 - 1/31/2020). (*Interested Candidates: Joan Freis & Greg Paulson*).
 - 5. Moved by _____ seconded by _____ to appoint one interested candidate 1. _____ to the Fair Board for a 3 year term (2/1/15-1/31/18). (*Interested Candidates: Larry Roetzer & John C. Boyd*).

Raymond Williams Charlie Meintz, Chairman Larry Schei, Vice Chair William Cech
James Furlong Bernie Lang Gerald Piche Jan Hafeman John Nelson

6. Moved by _____ seconded by _____ to appoint one interested candidate 1. _____ to the Corrections Advisory Board (Business Sector) for a 1 year term (2/1/2015-1/31/2016). (*Interested Candidates: Dawn Wells & Mary Erickson*)
7. Moved by _____ seconded by _____ to appoint one interested candidate 1. _____ to the Park and Recreation Committee for a 3 year term (2/1/2015-1/31/2018). (*Interested Candidates: Vola Bleile & Dick Peterson*).
8. Moved by _____ seconded by _____ to approve Commissioner per diems and expenses as recently submitted.
9. Moved by _____ seconded by _____ to approve miscellaneous bills as paid on December 22, 2014 in the amount of \$12,358.55.
10. Moved by _____ seconded by _____ to place miscellaneous boards/committees/commission reports on file in the office of the County Clerk.

J. New Business (discussion only)

1. Personnel Items:
 - a. MERS – Defined Contribution Plan Resolution
2. Building and Grounds/Park Items:
 - a. None
3. Miscellaneous Items:
 - a. Local Unit letters – Audit of Minimum Assessing Requirements (AMAR) Review & GIS Mapping
 - b. 2015 Committee Assignments – Community Action Agency
 - c. Discuss including Prayer prior to County Board meetings
 - d. Michigan State University (MSU) – Agreement for 2015 - Paul Putnam
4. Finance Items
 - a. Commissioner Per Diems and expenses
 - b. Miscellaneous bills as paid on January 6, 7, 8 & 15 in the amount of \$118,959.22

K. Misc. Boards/Committees/Commissions Reports

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

M. Commissioner Comment

N. Moved by _____ seconded by _____ to go into closed session to consult with Brian Bousley for contract negotiation strategies pursuant to Section 8(c) of the Open Meetings Act. (For strategy and negotiation sessions connected with the negotiation of a collective bargaining agreement if either negotiating party requests a closed hearing.)

O. Motion by _____ seconded by _____ to return to open session at _____ P.M.

P. Adjourn

January 5, 2015

UNAPPROVED

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

Chairman Pro Tem Marc Kleiman called the meeting to order at 5:31 P.M. followed by the Pledge of Allegiance.

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

Present: Com. Cech, Furlong, Hafeman, Lang, Meintz, Nelson, Piche, Schei and Williams.

Absent: None.

Moved by Com. Hafeman, seconded by Com. Meintz to approve the agenda. Motion was approved 9-0.

Public Comment: None

Moved by Com. Furlong, seconded by Com. Nelson to adopt the Board Rules/By-Laws/Policies/Charters of Standing Committees. Motion was approved 9-0.

Moved by Com. Hafeman, seconded by Com. Nelson to adopt the Election Procedures for Chairman and Vice-Chairman. Motion was approved 9-0.

Chairman Pro Tem Marc Kleiman called for nominations for Chairman. Com. Hafeman nominated Com. Meintz. Com. Cech nominated Com. Furlong. Chairman Pro Tem Marc Kleiman called for other nominations—there were none. A roll call vote was conducted for Com. Meintz. Com. Hafeman, Meintz, Nelson, Schei, and Piche, voted for Com. Meintz as Chairman. Com. Meintz received a majority of the votes for Chairman 5-4, Com. Cech, Furlong, Lang and Williams voted nay.

Com. Meintz then assumed the Chair.

Chairman Meintz called for nominations for Vice-Chairman. Com. Furlong nominated Com. Schei. Chairman Meintz called for further nominations for Vice-Chairman—there were none. A roll call vote was conducted for Com. Schei. Com. Schei received a majority of the votes for Vice-Chairman 9-0.

Moved by Com. Schei, seconded by Com. Furlong to approved proposed County Board of Commissioners Meeting Schedule #1. Discussion ensued. Com. Hafeman, Piche and Nelson commented that they liked meetings being held at the township halls in addition to the County Courthouse. Motion failed by a roll call vote 4-5. Com. Cech, Hafeman, Meintz, Nelson, and Piche voted nay.

Further discussion ensued regarding the 2015 Meeting Schedule. Com. Piche and Meintz discussed having the spring thru fall meetings in the county and the winter meetings at the courthouse. Com. Nelson feels that the schedule should be broken up and not have the board away from the courthouse for an extended period of time.

Moved by Com. Hafeman, seconded by Com. Schei to have the 2015 Meeting Schedule alternate between the County Courthouse on odd numbered months and township halls or the Menominee County Annex on even numbered months. Motion was approved by a roll call vote 9-0. (Attachment A)

Chairman Meintz made his recommendations of who would be on committee assignments. Chairman Meintz wanted to place Com. Williams on the CAA board, but Com. Williams stated that he works, so he can't attend daytime meetings. Com. Williams also voiced his concern that Chairman Meintz does not yet know what committees would be a good fit for him since he has not had a chance to discuss this with him. Com. Lang voiced his concern about the equality of the distribution of assignments.

Moved by Com. Schei, seconded by Com. Hafeman to approve Chairman Meintz's proposed Standing Committee assignments. Motion was approved by a roll call vote 7-2. Com. Lang and Williams voted nay. (Attachment B)

Moved by Com. Furlong, seconded by Com. Nelson to approve Fiscal Resolution 2015-01. (Depository Resolution) Motion was approved 9-0 by a roll call vote. (Attachment C)

Moved by Com. Furlong, seconded by Com. Nelson to approve Fiscal Resolution 2015-02. (Deferred Payment resolution) Motion was approved 9-0 by a roll call vote. (Attachment D)

Moved by Com. Furlong, seconded by Com. Nelson to approve Fiscal Resolution 2015-03. (Investment policy resolution) Motion was approved 8-0. (Attachment E)

Informational Items: None

Public Comment: None

Moved by Com Hafeman, seconded by Com. Schei to adjourn at 6:02 p.m. Motion was approved 9-0.

Charlie Meintz Chairman

Marc Kleiman, County Clerk

January 5, 2015

UNAPPROVED

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

Chairman Meintz called the meeting to order at 6:03 P.M. followed by the Pledge of Allegiance.

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

Present: Com. Cech, Furlong, Hafeman, Lang, Meintz, Nelson, Piche, Schei and Williams.

Absent: None.

Moved by Com. Nelson, seconded by Com. Schei to approve the agenda. Discussion ensued. Administrator Brian Bousley is not present at the meeting tonight so Action Items N and O regarding Closed Session need to be removed from the agenda.

Moved by Com. Nelson, seconded by Com. Williams to amend the agenda and remove Action Items N and O regarding Closed Session. Motion was approved 9-0.

Moved by Com. Nelson, seconded by Com. Schei to approve the agenda as amended. Motion was approved 9-0.

Moved by Com. Nelson, seconded by Com. Schei to approve the minutes from the December 23, 2014 Regular County Board Meeting. Motion was approved 9-0.

Public Comment: None.

Presentations: None.

Department Head/Elected Officials Reports:

- County Sheriff Kenny Marks discussed bullying and how it affects children and adults.

Moved by Com. Hafeman, seconded by Com. Piche to approve payment of Commissioner Per Diems and expenses as recently submitted. Motion was approved 9-0.

Moved by Com. Nelson, seconded by Com. Hafeman to approve miscellaneous bills as paid on December 18, 2014 in the combined amount of \$85,871.77. Motion was approved 9-0.

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

New Business (discussion only)

Personnel Items:

- a. None.

Building and Grounds/Parks Items:

- a. None.

Miscellaneous Items:

- a. Resolution 2015~1 Clean Water Act Proposed Rule for Definition of Waters of The U.S. – Com. Meintz and Com. Hafeman discussed this resolution. First of all the resolution title will need to be changed to Resolution 2015 ~ 4. Second, some typos and minor wording changes were made. It was explained that the EPA is looking to gain more control over anything they deem to be a waterway. Other counties are passing similar resolutions. The consensus of the board is to move this item forward for approval at the next meeting with the corrections.

Finance Items:

- a. Commissioner Per Diems and expenses – Com. Furlong stated that he does not see his Per Diems in the packet, only his mileage. Administrative Assistant Sherry DuPont stated that she has it in the original packet. It may have gotten left out when the packet was scanned in. She will make sure that it is included for the next meeting when they are approved. The consensus of the board is to move this item forward for approval at the next meeting.
- b. Miscellaneous bills as paid on December 22, 2014 in the amount of \$12,358.55. The consensus of the board is to move this item forward for approval at the next meeting.

Misc. Boards/Committees/Commissions Reports:

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

Chairman Meintz called for public comment

Public Comment:

- Greg Paulson – Commented on Sheriff Kenny Marks discussion of bullying and he supports his stance.

Commissioner Comment:

- Com. Hafeman – Welcomed the new commissioners to the board. She also updated the board on the December UPCAP meeting. There will be a Statewide ballot proposal in May to increase the sales tax by 1%, HB 4237, FOIA changes and Dark store legislation. She further stated that her husband Bill is doing well after surgery and wished everyone a Happy New Year.
- Com. Piche – Commented that he spoke with Sheriff Marks before the meeting and he supports his comments. In addition he read the board a nice little piece about Norman Rockwell.
- Com. Schei – Welcomed the new commissioners and commented that there is a draft coming in by the window on his side of the courtroom that they will have to address in the Building and Grounds Committee.
- Com. Cech – Commented that he is happy to be part of this board and he is looking forward to working with the rest of the commissioners.
- Com. Williams – Commented that he is looking forward to working with the rest of the board.
- Com. Meintz – Thanked the commissioners for electing him as Chairman. He will work hard to lead the board. He believes that there will be times that the board does not agree with each other, but he believes they will be able to work well together.

Moved by Com. Nelson, seconded by Com. Williams to adjourn at 6:34 p.m.
Motion was approved 9-0.

Charlie Meintz, Chairman

Marc Kleiman, County Clerk

MENOMINEE COUNTY BOARD OF COMMISSIONERS AGENDA ITEM

SUBJECT:	2015 Schedule of County Board Meetings
DEPARTMENT:	Administration
ATTACHMENTS:	Yes
<p>There is a schedule of all meetings enclosed. Meetings will be held away from the County Seat every other month at various locations within the County. As of 1.23.15 – All Annex meetings are confirmed and Cedarville Twp. has confirmed the Aug. meetings. No response has been received from the other Townships as of yet.</p>	
RECOMMENDED MOTION	

Submitted by: **Brian Bousley**

 01/23/2015
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):

COUNTY BOARD OF COMMISSIONERS COUNTY BOARD MEETINGS

2015 Schedule

<u>JANUARY</u>	<u>DATE</u>	<u>TIME</u>	<u>LOCATION</u>
Re-Organization/COUNTY BOARD	January 5, 2015	5:30/6:00 PM	COURTROOM B
COUNTY BOARD	January 27, 2015	6:00 PM	COURTROOM B
<u>FEBRUARY</u>	<u>DATE</u>	<u>TIME</u>	<u>LOCATION</u>
COUNTY BOARD	February 10, 2015	6:00 PM	Annex-Stephenson
COUNTY BOARD	February 24, 2015	6:00 PM	Annex-Stephenson
<u>MARCH</u>	<u>DATE</u>	<u>TIME</u>	<u>LOCATION</u>
COUNTY BOARD	March 10, 2015	6:00 PM	COURTROOM B
COUNTY BOARD	March 24, 2015	6:00 PM	COURTROOM B
<u>APRIL</u>	<u>DATE</u>	<u>TIME</u>	<u>LOCATION</u>
COUNTY BOARD - Equalization Session	April 14, 2015	5.45 PM	Nadeau Twp.
COUNTY BOARD	April 14, 2015	6:00 PM	Nadeau Twp.
COUNTY BOARD	April 28, 2015	6:00 PM	Nadeau Twp.
<u>MAY</u>	<u>DATE</u>	<u>TIME</u>	<u>LOCATION</u>
COUNTY BOARD	May 12, 2015	6:00 PM	COURTROOM B
COUNTY BOARD	May 26, 2015	6:00 PM	COURTROOM B
<u>JUNE</u>	<u>DATE</u>	<u>TIME</u>	<u>LOCATION</u>
COUNTY BOARD	June 9, 2015	6:00 PM	Meyer Twp.
COUNTY BOARD	June 23, 2015	6:00 PM	Meyer Twp.
<u>JULY</u>	<u>DATE</u>	<u>TIME</u>	<u>LOCATION</u>
COUNTY BOARD	July 14, 2015	6:00 PM	COURTROOM B
COUNTY BOARD	July 28, 2015	6:00 PM	COURTROOM B
<u>AUGUST</u>	<u>DATE</u>	<u>TIME</u>	<u>LOCATION</u>
COUNTY BOARD	August 11, 2015	6:00 PM	Cedarville Twp.
COUNTY BOARD	August 25, 2015	6:00 PM	Cedarville Twp.
<u>SEPTEMBER</u>	<u>DATE</u>	<u>TIME</u>	<u>LOCATION</u>
COUNTY BOARD	September 8, 2015	6:00 PM	COURTROOM B
COUNTY BOARD	September 22, 2015	6:00 PM	COURTROOM B
<u>OCTOBER</u>	<u>DATE</u>	<u>TIME</u>	<u>LOCATION</u>
COUNTY BOARD	October 13, 2015	6:00 PM	Harris Twp.
COUNTY BOARD	October 27, 2015	6:00 PM	Harris Twp.
<u>NOVEMBER</u>	<u>DATE</u>	<u>TIME</u>	<u>LOCATION</u>
COUNTY BOARD	November 10, 2015	6:00 PM	COURTROOM B
COUNTY BOARD	November 24, 2015	6:00 PM	COURTROOM B
<u>DECEMBER</u>	<u>DATE</u>	<u>TIME</u>	<u>LOCATION</u>
COUNTY BOARD	December 8, 2015	6:00 PM	Annex-Stephenson
COUNTY BOARD	December 22, 2015	6:00 PM	Annex-Stephenson

MENOMINEE COUNTY BOARD OF COMMISSIONERS AGENDA ITEM

SUBJECT:	Resolution 2015-04 – Clean Water Act Proposed Rule of Definition of Waters of the U.S.
DEPARTMENT:	Administration/County Board
ATTACHMENTS:	Yes
<p>At the last County Board meeting, discussion of the Resolution was to make a few clerical error changes and bring back to the board for final approval.</p>	
<p>RECOMMENDED MOTION</p>	

Submitted by: **Brian Bousley**

 01/23/2015
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 – Where the best of Michigan Begins"

MENOMINEE COUNTY BOARD OF COMMISSIONERS

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

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

CLEAN WATER ACT PROPOSED RULE FOR DEFINITION OF WATERS OF THE U.S. Resolution 2015~04

The proposed rule that prompted the introduction of H.R. 5078 – Definition of Waters of the U.S. Under the Clean Water Act – was released by the U.S. Environmental Protection Agency (EPA) and the U.S. Army Corps of Engineers (Corps) on April 21, 2014. This rule amends the definition of Waters of the U.S. within the Clean Water Act (CWA) and expands the range of waters (and their conveyances) that would fall under federal regulatory authority.

WHEREAS, The cost of operations and maintenance for public infrastructure, such as existing flood damage – reduction systems, will also be increased and will take more time to accomplish than it should for an existing facility – potentially putting safety at risk and increasing flood damages.

WHEREAS, federal officials will have more control over how farmers, ranchers, manufacturers, home builders, and local governments can use their property and subject it to new layers of costly reviews and permitting; and

WHEREAS, the proposed definition also applies to all CWA programs, not just to the Section 404 permit program, and impacts nine different regulatory programs, including Section 402, which establishes the nation's storm water management program, and Section 401, which governs water quality certifications; and

WHEREAS, "waters of the U.S." definition - tributary, adjacent waters, riparian areas, flood plains, and the exemptions listed – also raise important questions. It is uncertain how they will be used to effectively implement the Section 404 permit program; and

WHEREAS, Expanding the number of ditches that are regulated will increase necessary public infrastructure projects, budgets and timelines; and

WHEREAS, determining whether a project is jurisdictional can be very difficult, and if a project is deemed jurisdictional, it is then subjected to a multitude of regulatory requirements under CWA. Other federal laws are triggered, such as environmental impact statements, Nation Environmental Policy Act (NEPA) and impacts on the Endangered Species Act (ESA); and

*Raymond Williams Charlie McIntz, Chairman Larry Schei, Vice Chair William Cech
James Furlong Bernie Lang Gerald Piche Jan Hafeman John Nelson*

WHEREAS, studies and public comment periods, all of which can cost both time and money, often as part of the approval process, the permit requires the applicant to “mitigate” the environmental impacts of the proposed project, sometimes at considerable expense; and

WHEREAS, Counties are responsible for the building and maintaining 45% percent of public roads in the 43 states. These responsibilities can range from intermittent maintenance, such as snow plowing, debris cleanup, short term paving and surface repairs to maintenance of traffic safety and road signage and major long term construction projects. Many of these road systems are in very rural areas. Of the nation’s 3,069 counties, 50 percent (1,542) serve counties with populations below 25,000 residents; and

WHEREAS, any additional cost burdens are challenging to these smaller governments, especially since more rural counties have the most road miles and corresponding ditches. Stormwater management is often not funded as a water utility, but rather through a county or city general fund; and

WHEREAS, if storm water costs significantly increase due to the proposed rule, not only will it potentially impact our ability to focus available resources on real, priority water quality issues, but it may also require that funds be diverted from other government services such as education, police, fire, etc; and

WHEREAS, Our County cannot assume additional unnecessary or unintended costs.

WHEREAS, this rule would impose a blanket jurisdictional determination over thousands of acres of private property. The effect would be to impose unnecessary property restrictions and uncertainty; and

WHEREAS, our County believes that more roadside ditches, flood control channels and storm water management conveyances and treatment approaches will be federally regulated under this proposal, and is problematic because our county is ultimately liable for maintaining the integrity of these ditches, channels, conveyances and treatment approaches, even if federal permits are not issued by the federal agencies in a timely manner; and

WHEREAS, much of the anticipated cost of this rule would be financed from municipal resources, and thus divert resources from other essential public services.

THEREFORE, BE IT RESOLVED, that the rule included the following provisions that are priority concerns for local governments;

- Separate municipal storm sewers will continue to be regulated as permitted under Section 402 of the Clean Water Act, and shall not be considered, either in their entirety or individual feature thereof, Waters of the U.S.
- Green infrastructure developed to improve water quality or achieve multiple public benefits shall be encouraged and given priority consideration that does not impose additional financial and regulatory burdens if permitted and shall not be considered Waters of the United States
- Water delivery, reuse, and reclamation systems and facilities shall not be considered Waters of the U.S.

- Ditches and other drainage features that protect and ensure the operation of public infrastructure shall not be considered Waters of the U.S.
- Wastewater treatment systems and all associated infrastructure shall not be considered Waters of the U.S.
- Any proposal to regulate waters within a floodplain, riparian, or any other general area must include a specific definition, including the specific boundaries, of the floodplain, riparian or other area subject to the rule
- The rule must include sufficient clarity and specificity to better inform regulators, and permitted to minimize the potential for litigation
- Require the EPA and USACE to engage local governments and other stakeholders in drafting a rule addressing the full economic impact for all sections of the Clean Water Act beyond Section 404

BE IT FURTHER RESOLVED, that failure to address any one or all of these concerns shall be considered an unfunded mandate and the Federal Government shall provide funding to local governments to address the cost of implementation.

BE IT FUTHRER RESOLVED, that Menominee County believes that state and local governments should be given the opportunity to provide meaningful consultation on rules before rules are formally proposed, especially if the rule will have a significant impact on capital costs, operations and mandates on the people of Menominee County.

BE IT FUTHER RESOLVED, that copies of this resolution be forwarded to all Michigan counties, Governor Rick Snyder, Michigan congressmen and women, US Senators, Michigan State Senators, the Michigan Association of Counties and the National Association of Counties.

Charlie Meintz, Chairman
Menominee County Board of Commissioners

Marc Kleiman, Menominee County Clerk

Date

MENOMINEE COUNTY BOARD OF COMMISSIONERS AGENDA ITEM

SUBJECT:	Miscellaneous appointments to external committees
DEPARTMENT:	Administration
ATTACHMENTS:	Yes
<p>The Admin. office had the media publish the notice of misc. appointments for board external to the County Board. Applications were received until Jan. 15, 2015.</p> <p>Interested applicants are listed as enclosed.</p>	
RECOMMENDED MOTION	

Submitted by: **Brian Bousley**

 01/23/2015
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 miscellaneous appointments:
Interested Candidates**

1.15.2015

<p style="text-align: center;">Building Code Construction Board of Appeals</p> <p><i>Interested Candidates: 1. Leon Felch (expiring member)</i></p>	<p style="text-align: center;">Two ~ 2-year terms (2/1/2015 – 1/31/2017)</p>
<p style="text-align: center;">Library Board</p> <p><i>Interested Candidates: 1. Joan Freis (expiring member) 2. Greg Paulson</i></p>	<p style="text-align: center;">One ~ 5-year term (2/1/2015 - 1/31/2020)</p>
<p style="text-align: center;">Fair Board</p> <p><i>Interested Candidates: 1. Larry Roetzer (expiring member) 2. John C. Boyd</i></p>	<p style="text-align: center;">One ~ 3-year term (2/1/2015 - 1/31/2018)</p>
<p style="text-align: center;">Corrections Advisory Board (Business Sector)</p> <p><i>Interested Candidates: 1. Dawn Wells (expiring member) 2. Mary Erickson</i></p>	<p style="text-align: center;">One ~ 1-year term (2/1/2015 - 1/31/2016)</p>
<p style="text-align: center;">Park and Recreation Committee</p> <p><i>Interested Candidates: 1. Vola Bleile (expiring member) 2. Richard (Dick) Peterson</i></p>	<p style="text-align: center;">One ~ 3-year term (2/1/2015 - 1/31/18)</p>

now to 2014
Email BRC

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

I, Leon R. Felch, hereby submit an application for appointment to
NAME
Building Code Construction Board of Appeals for 2 Yrs. from 02/01/15
NAME OF BOARD OR COMMISSION Number of years Exact dates of Appointment
to 01/31/2017

TO THE MENOMINEE COUNTY BOARD OF COMMISSIONERS:

1. I reside at 1715 26th Avenue, Menominee, MI 49858
Street City Zip
Menominee and have since January 2009
County

Mailing address if different than above: _____

Telephone: (906) 863-6609 Cell Phone: _____

Email Address: lfelch@sbcglobal.net

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

3. I am currently registered to vote: YES NO

4. Employer: Retired Telephone: _____

a. Indicate nature of your work: _____

b. Title: _____

5. Educational Level and degrees received:
High School + 2 Yrs. College

6. I presently hold the following appointments and elected positions:
Member of Council, City of Menominee

7. Previously held appointments and/or elected positions:
Cemetery Board of Trustees, City of Menominee and Building Code Construction Board of Appeals

8. Have you ever been convicted of a felony? If yes, list each, giving date, nature of offense or violation, name and location of court, the penalty imposed, if any, or the disposition of the case. A conviction will not automatically bar you from an appointment.

No

9. Do you have a conflict of interest or potential conflict of interest such as a financial or business interest in any contracts, grants, permits, etc. with Menominee County? If so, list the interest (except where required for the appointment).

No

10. List any family members who are or have been employed by Menominee County or are or have been elected to County offices.

None

11. Is this an application for reappointment? Yes No

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

Please indicate your attendance record for the term(s) served 0 / 0
No. of meetings attended No. of meetings held

Comments/clarification (only if necessary)

There were no meetings during the previous 2 years.

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

I am experienced in governmental procedures and have a willingness to serve.

13. I hereby apply for appointment to Building Code Construction Board of Appeals and do swear or affirm that (1) if appointed, I will comply with all statutory and other requirements and obligations of my appointment; (2) if I cease to comply with such requirements, I automatically forfeit said appointed position; (3) I hold no position or appointment which is a conflict of interest with the appointed position applied for; and (4) to the best of my knowledge and belief, I possess the requisite qualifications for the office I am seeking.

Leon R. Felch

Signature

Leon R. Felch

Name (Print or Type)

Digitally signed by Leon R. Felch
DN: cn=Leon R. Felch, o=co, email=felch@reglobal.net, c=US
Date: 2014.12.28 08:29:42 -0500

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

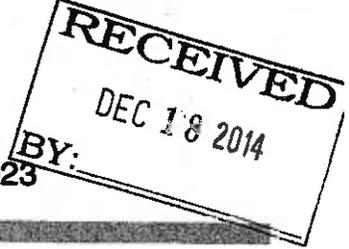
- Resume
- Letter of Reference
- Letter of Intent



MENOMINEE COUNTY LIBRARY

S 319 RAILROAD STREET

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



December 16, 2014

Menominee County Board of Commissioners
Menominee County Courthouse
839 Tenth Avenue
Menominee, MI 49858

RE: Library Board Recommendation

At the December 16, 2014 meeting, the Menominee County Library Board unanimously passed a motion supporting the reappointment of Joan Freis for a five-year term on the library board.

Joan has devoted many hours in support of our library's mission to provide library services and programs to the residents of Menominee. Her knowledge, experience and years in education have enhanced our board discussions and policy making decisions.

As a member of the Library Board, Joan would be a valuable asset to the future growth and improvement of the Menominee County Library.

We encourage you to appoint Joan Freis for a five-year term on the Library Board beginning February 1, 2015.

Sincerely,

Kathleen McNeely, President
Menominee County Library Board

RECEIVED
JAN 07 2015
BY:

Joan R. Freis
W3824 Town Hall Lane
Wallace, MI. 49893
January 7, 2015

Menominee County Board of Commissioners
Library Board Appointment
839 10th Avenue
Menominee, MI. 49858

Dear Menominee County Board of Commissioners,

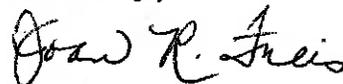
I am writing to express my interest in serving on the Menominee County Library Board for the 5 year term from February 1, 2015 until January 31, 2020. I have served on the County Library Board since 2011. My current term will expire January 31, 2015.

After graduation from the University of Michigan with a B.S. in Special Education in 1977, I moved to Menominee County to pursue my teaching career. I taught special education with the Menominee County Intermediate School District for 33 years and retired in 2010. I reside on a dairy farm in Wallace with my husband. We have raised three grown sons.

I have a life-long love of reading and have used the library frequently throughout my years in Menominee County. In addition, I brought my class to the library on a weekly basis to expose them to its benefits. The library is an asset to the community and I want to see it continue to thrive and be a resource for all county residents. I am a current member of Friends of the Library and have worked on their book sales.

I have the time and interest to serve on the Menominee County Library Board. Please consider me for re-appointment.

Sincerely,



Joan R. Freis

**APPLICATION FOR APPOINTMENT
MENOMINEE COUNTY BOARD, COMMITTEE OR COMMISSION**

(Please note only legible applications can be considered)

I, Joan R. Freis, hereby submit an application for appointment to
NAME

Menominee Co. Library Board for 5 from February 1, 2015
NAME OF BOARD OR COMMISSION Number of years Exact dates of Appointment

to January 31, 2020

TO THE MENOMINEE COUNTY BOARD OF COMMISSIONERS:

1. I reside at W3824 Town Hall Lane Wallace, MI. 49893
Street City Zip

Menominee and have since 1987
County

Mailing address if different than above: _____

Telephone: (906) 863-8314 Cell Phone: (906) 290-6066

Email Address: jfreisw3824@gmail.com

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

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

4. Employer: Menominee Co. Intermediate Schools Telephone: (906) 863-5665

a. Indicate nature of your work: Special Education

b. Title: Teacher Mentor

5. Educational Level and degrees received:

Bachelor of Science - University of Michigan

Teaching Certificate - State of Michigan

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

CASA volunteer - Court Appointed Special Advocate - Meno Co. Family Ct.

7. Previously held appointments and/or elected positions:

Parish Council officer - Holy Redeemer Parish

8. Have you ever been convicted of a felony? If yes, list each, giving date, nature of offense or violation, name and location of court, the penalty imposed, if any, or the disposition of the case. A conviction will not automatically bar you from an appointment.

No

9. Do you have a conflict of interest or potential conflict of interest such as a financial or business interest in any contracts, grants, permits, etc. with Menominee County? If so, list the interest (except where required for the appointment).

No

10. List any family members who are or have been employed by Menominee County or are or have been elected to County offices.

N/A

11. Is this an application for reappointment? Yes No

If yes, how many years have you served on this board? 3 years, 9 months

Please indicate your attendance record for the term(s) served 42 / 45
No. of meetings attended No. of meetings held

Comments/clarification (only if necessary)

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

I am a long-time resident of the mid-county community and a frequent library user. I recognize the value of our county library and will continue to advocate for its vital role in our community.

13. I hereby apply for appointment to Menominee Co. Library Board and do swear or affirm that (1) if appointed, I will comply with all statutory and other requirements and obligations of my appointment; (2) if I cease to comply with such requirements, I automatically forfeit said appointed position; (3) I hold no position or appointment which is a conflict of interest with the appointed position applied for; and (4) to the best of my knowledge and belief, I possess the requisite qualifications for the office I am seeking.

Signature

Joan R. Freis

Joan R. Freis

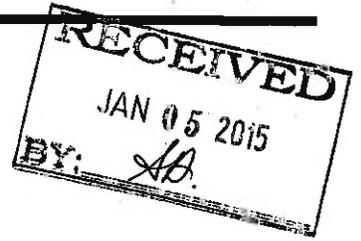
Name (Print or Type)

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

- Resume
- Letter of Reference
- Letter of Intent

Sherry DuPont

From: Greg Paulson <gppcap@hotmail.com>
Sent: Sunday, January 04, 2015 5:06 PM
To: Sherry DuPont
Subject: Application for Appointment Submission



First Name: Greg

Last Name: Paulson

Address: N-9490 L-3 Ln

City: Daggett

State: Michigan

Zip Code: 49821

Email Address: gppcap@hotmail.com

Phone Number: 9062501625

What board or committee are you applying for?: Library

Are you at least 18 years of age?: Yes

Are you currently registered to vote?: Yes

Current Employer and telephone number; Indicate your title and nature of your work.: retired

Please indicate education level and degrees received.: N/a

Do you currently hold any County appointments or elected positions? If yes, please explain.: N/a no

Have you previously held any appointments and/or elected positions? If yes, please explain.: N/a no

Have you ever been convicted of a felony? If yes, list each, giving date, nature of offense or violation, name and location of court, the penalty imposed, if any, or the disposition of the case. A conviction will not automatically bar you from an appointment.: no

Do you have a conflict of interest or potential conflict of interest such as a financial or business interest in any contracts, grants, permits, etc. with Menominee County? If so, list the interest (except where required for the appointment): No

List any family members who are or have been employed by Menominee County or are or have been elected to County offices?: None

Is this an application for re-appointment?

If yes, how many years have you served on this board? Please indicate your attendance record for the term(s) served.
Comments:: No

Briefly indicate your qualifications for appointment to this specific board and why you believe your appointment will benefit Menominee County.: I can read ! I use the library and I enjoy the benefits to the county.

I hereby apply for an appointment and do swear or affirm that (1) if appointed, I will comply with all statutory and other requirements and obligations of my appointment; (2) if I cease to comply with such requirements, I automatically forfeit said appointed position; (3) I hold no position or appointment which is a conflict of interest with the appointed position applied for; and (4) to the best of my knowledge and belief, I possess the requisite qualifications for the office I am seeking.

(Please sign the box, by typing your name here.): Greg P Paulson

Sherry DuPont

From: paschke_sandy@yahoo.com
Sent: Friday, January 09, 2015 3:36 PM
To: Sherry DuPont
Subject: To Menominee County Commissioners

As the Fair Manager for our 2015 Menominee County Fair, I would like to endorse the appointment of Larry Roetzer to our Menominee Count Fair Board. He has served at Chairman for quite some time and is an asset to our Board.

Sincerely

Sandra Paschke, Fair Manager

Sent from Windows Mail

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

RECEIVED
JAN 13 2015
BY: *AD*

I, Larry Roetzer, hereby submit an application for appointment to
NAME
Fair Board for 3 year from 2/1/15
NAME OF BOARD OR COMMISSION Number of years Exact dates of Appointment
to 1/31/18

TO THE MENOMINEE COUNTY BOARD OF COMMISSIONERS:

1. I reside at 624 10th Ave. Menominee MI 49858
Street City Zip
Menominee and have since _____
County

Mailing address if different than above: NA

Telephone: 906-863-6321 Cell Phone: _____

Email Address: _____

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

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

4. Employer: Self employed Telephone: _____

a. Indicate nature of your work: Service Center - Vehicle

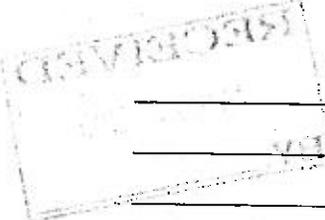
b. Title: Owner

5. Educational Level and degrees received:

6. I presently hold the following appointments and elected positions:
Fair Board Rep - for many years

7. Previously held appointments and/or elected positions:
County Board - 80's

8. Have you ever been convicted of a felony? If yes, list each, giving date, nature of offense or violation, name and location of court, the penalty imposed, if any, or the disposition of the case. A conviction will not automatically bar you from an appointment.



9. Do you have a conflict of interest or potential conflict of interest such as a financial or business interest in any contracts, grants, permits, etc. with Menominee County? If so, list the interest (except where required for the appointment). No

10. List any family members who are or have been employed by Menominee County or are or have been elected to County offices.

11. Is this an application for reappointment? Yes X No _____
If yes, how many years have you served on this board? Since 1985
Please indicate your attendance record for the term(s) served ALL but 2
No. of meetings attended No. of meetings held
Comments/clarification (only if necessary)

12. Briefly indicate your qualifications for appointment to this specific board and why you believe your appointment will benefit Menominee County.
With so many years experience on the fair board I think that alone qualifies me. Experience is necessary for the benefit of the County

13. I hereby apply for appointment to The County Fair Board and do swear or affirm that (1) if appointed, I will comply with all statutory and other requirements and obligations of my appointment; (2) if I cease to comply with such requirements, I automatically forfeit said appointed position; (3) I hold no position or appointment which is a conflict of interest with the appointed position applied for; and (4) to the best of my knowledge and belief, I possess the requisite qualifications for the office I am seeking.

Larry Raetzer
Signature
LARRY RAETZER
Name (Print or Type)

- Note: Applicants may attach additional information pertaining to this application for appointment.
- Resume
 - Letter of Reference
 - Letter of Intent

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

RECEIVED
JAN 15 2015
BY: AG.

I, John C Boro, hereby submit an application for appointment to
NAME
Saif Board for Term from _____
NAME OF BOARD OR COMMISSION Number of years Exact dates of Appointment
to _____

TO THE MENOMINEE COUNTY BOARD OF COMMISSIONERS:

1. I reside at W5479 4th Street Hermansville Mi
Street City Zip
Menominee and have since 2010
County

Mailing address if different than above: Po Box 9 Hermansville M

Telephone: _____ Cell Phone: 812 2673536

Email Address: John C Boro @ Yahoo.com

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

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

4. Employer: Retired Telephone: _____

- a. Indicate nature of your work: _____
- b. Title: _____

5. Educational Level and degrees received:
Some Colledge

6. I presently hold the following appointments and elected positions:
None

7. Previously held appointments and/or elected positions:
None

8. Have you ever been convicted of a felony? If yes, list each, giving date, nature of offense or violation, name and location of court, the penalty imposed, if any, or the disposition of the case. A conviction will not automatically bar you from an appointment.



9. Do you have a conflict of interest or potential conflict of interest such as a financial or business interest in any contracts, grants, permits, etc. with Menominee County? If so, list the interest (except where required for the appointment).

Not at all

10. List any family members who are or have been employed by Menominee County or are or have been elected to County offices.

None no family in the CP

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

If yes, how many years have you served on this board? *NO*

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

Comments/clarification (only if necessary)

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

Plenty of ideas plenty of innovative

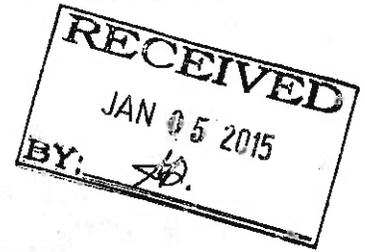
13. I hereby apply for appointment to *fire board* and do swear or affirm that (1) if appointed, I will comply with all statutory and other requirements and obligations of my appointment; (2) if I cease to comply with such requirements, I automatically forfeit said appointed position; (3) I hold no position or appointment which is a conflict of interest with the appointed position applied for; and (4) to the best of my knowledge and belief, I possess the requisite qualifications for the office I am seeking.

JL C Boyd
Signature
John C Boyd
Name (Print or Type)

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

- Resume → *HAVE NOT ATTACHED*
- Letter of Reference → *" " " "*
- Letter of Intent

December 24, 2014



W4122 W. LaBelle Rd-38
Powers, MI 49874

RE: Letter of Interest
Corrections Advisory Board (Business Sector)

Menominee County Board of Commissioners:

I would like to be considered by the Menominee County Board of Commissioners for re-appointment to the Corrections Advisory Board for 2015. I have been on the board for over 6 years and would consider it an honor to be appointed for 2015.

If you have any questions you can reach me at 906-497-5849 or by email at dawnmwells@sbcglobal.net.

Thank you,

A handwritten signature in cursive script that reads "Dawn M. Wells".

Dawn M. Wells

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

I, DAWN M. WELLS, hereby submit an application for appointment to
NAME
Corrections Advisory Board for 1 from FEB 1, 2015
NAME OF BOARD OR COMMISSION Number of years Exact dates of Appointment
to JAN 31, 2016

TO THE MENOMINEE COUNTY BOARD OF COMMISSIONERS:

1. I reside at W4122 W. LABELLE RD. 38 POWERS 49874
Street City Zip
MENOMINEE and have since 1973
County

Mailing address if different than above: _____

Telephone: 906-497-5849 Cell Phone: 906-295-0670

Email Address: dawn.m.wells@sbcglobal.net

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

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

4. Employer: RETIRED Telephone: _____

a. Indicate nature of your work: _____

b. Title: _____

5. Educational Level and degrees received:

BS - BUSINESS ADMIN -

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

7. Previously held appointments and/or elected positions:

8. Have you ever been convicted of a felony? If yes, list each, giving date, nature of offense or violation, name and location of court, the penalty imposed, if any, or the disposition of the case. A conviction will not automatically bar you from an appointment.

NO

9. Do you have a conflict of interest or potential conflict of interest such as a financial or business interest in any contracts, grants, permits, etc. with Menominee County? If so, list the interest (except where required for the appointment).

NO

10. List any family members who are or have been employed by Menominee County or are or have been elected to County offices.

NONE

11. Is this an application for reappointment? Yes No

If yes, how many years have you served on this board? OVER 6⁺ YEARS

Please indicate your attendance record for the term(s) served 8 APPROX. 1 4- APPROX.
No. of meetings attended No. of meetings held

Comments/clarification (only if necessary)

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

WORKED WITH MICH DEPARTMENT OF CORRECTIONS -
INSTALLING SOFTWARE, DATA CONVERSION, HELPED DEVELOPE
NAMING STANDARDS & CONVENTIONS, TAUGHT USERS NEW
CONVENTIONS & SOFTWARE PROGRAM

13. I hereby apply for appointment to CORRECTIONS ADVISORY BOARD and do swear or affirm that (1) if appointed, I will comply with all statutory and other requirements and obligations of my appointment; (2) if I cease to comply with such requirements, I automatically forfeit said appointed position; (3) I hold no position or appointment which is a conflict of interest with the appointed position applied for; and (4) to the best of my knowledge and belief, I possess the requisite qualifications for the office I am seeking.

Dawn M. Wells

Signature

DAWN M. WELLS

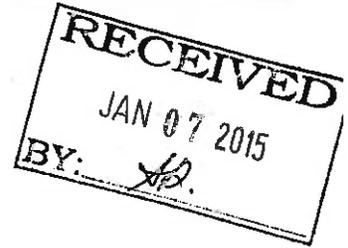
Name (Print or Type)

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

- Resume
- Letter of Reference
- Letter of Intent

Sherry DuPont

From: Mary Erickson <ericksonm3@michigan.gov>
Sent: Wednesday, January 07, 2015 12:03 PM
To: Sherry DuPont
Subject: Application for Appointment Submission



First Name: Mary

Last Name: Erickson

Address: W3966 Number 32 Road

City: Carney

State: Michigan

Zip Code: 49812

Email Address: ericksonm3@michigan.gov

Phone Number: 906-428-4412

What board or committee are you applying for?: Community Corrections Advisory Board

Are you at least 18 years of age?: Yes

Are you currently registered to vote?: Yes

Current Employer and telephone number; Indicate your title and nature of your work.: Michigan State Police, Gladstone Post #84
906-428-4412
Secretary 9

Please indicate education level and degrees received:: Associate Degree / Business

Do you currently hold any County appointments or elected positions? If yes, please explain.: No

Have you previously held any appointments and/or elected positions? If yes, please explain.: No

Have you ever been convicted of a felony? If yes, list each, giving date, nature of offense or violation, name and location of court, the penalty imposed, if any, or the disposition of the case. A conviction will not automatically bar you from an appointment.: No

Do you have a conflict of interest or potential conflict of interest such as a financial or business interest in any contracts, grants, permits, etc. with Menominee County? If so, list the interest (except where required for the appointment): No

List any family members who are or have been employed by Menominee County or are or have been elected to County offices?: Gary Eichhorn, former member of Menominee County Board of Commissioners

Is this an application for re-appointment?

If yes, how many years have you served on this board? Please indicate your attendance record for the term(s) served.

Comments:: No

Briefly indicate your qualifications for appointment to this specific board and why you believe your appointment will benefit Menominee County.: I am a 20 year civilian member of the Department of State Police and a business owner in Menominee County. I have lived in Menominee County most of my life, and have a vested interest in this county and surrounding areas.

I hereby apply for an appointment and do swear or affirm that (1) if appointed, I will comply with all statutory and other requirements and obligations of my appointment; (2) if I cease to comply with such requirements, I automatically forfeit said appointed position; (3) I hold no position or appointment which is a conflict of interest with the appointed position applied for; and (4) to the best of my knowledge and belief, I possess the requisite qualifications for the office I am seeking.

(Please sign the box, by typing your name here.): Mary Erickson

W3941 County Road 360
Stephenson, MI 49887-9440

16 January 2015

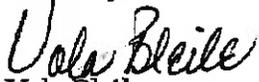
Mr. Brian Bousley
County Administrator
Menominee County Courthouse
839 10th Avenue
Menominee, MI 49858

Dear Brian,

Please find my completed application for a re-appointment to the Menominee County Parks and Recreation Committee.

I learned only yesterday that the deadline for this application was changed to 12:00 noon yesterday, 15 January 2015, as the original letter you sent me stated it could be returned prior to 31 January 2015. Therefore, I hope my application will still be considered, as I am interested in continuing to serve on the committee. Thank you.

Sincerely,



Vola Bleile
Realtor/CRSP



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

I, Vola Bleile hereby submit an application for appointment to
NAME
Parks and Recreation for three from 02/01/15
NAME OF BOARD OR COMMISSION Number of years Exact dates of Appointment
 to 01/31/18

TO THE MENOMINEE COUNTY BOARD OF COMMISSIONERS:

1. I reside at W3941 County Road 360, Stephenson, MI 49887-9440
Street City Zip
Menominee and have since 1992
County

Mailing address if different than above: _____

Telephone: 906.753.6600 Cell Phone: 906.374.3440

Email Address: mandanev46@gmail.com

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

3. I am currently registered to vote: YES NO

4. Employer: Independent Contractor Telephone: 906.863.9905
State Wide Real Estate

a. Indicate nature of your work: Listing and selling real estate

b. Title: Realtor

5. Educational Level and degrees received:

Two years college/English major, sociology minor

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

None

7. Previously held appointments and/or elected positions:

None, other than Park and Recreation Committee

8. Have you ever been convicted of a felony? If yes, list each, giving date, nature of offense or violation, name and location of court, the penalty imposed, if any, or the disposition of the case. A conviction will not automatically bar you from an appointment.

Attachment A

No felony charges or convictions

9. Do you have a conflict of interest or potential conflict of interest such as a financial or business interest in any contracts, grants, permits, etc. with Menominee County? If so, list the interest (except where required for the appointment).

No

10. List any family members who are or have been employed by Menominee County or are or have been elected to County offices.

None

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

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

Please indicate your attendance record for the term(s) served 80% / Unknown
No. of meetings attended No. of meetings held

Comments/clarification (only if necessary)

I have checked with the County Administrator's office, and there is no exact date of my original appointment on record.

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

As a landowner and Realtor, I hope to see all land in the county used in the best possible manner. I'm particularly interested in assuring our Parks System continues to be well maintained, and open to all who wish to enjoy the facilities.

13. I hereby apply for appointment to Parks and Recreation Comm. and do swear or affirm that (1) if appointed, I will comply with all statutory and other requirements and obligations of my appointment; (2) if I cease to comply with such requirements, I automatically forfeit said appointed position; (3) I hold no position or appointment which is a conflict of interest with the appointed position applied for; and (4) to the best of my knowledge and belief, I possess the requisite qualifications for the office I am seeking.

Vola Bleile
 Signature

Vola Bleile
 Name (Print or Type)

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

- Resume
- Letter of Reference
- Letter of Intent

Attachment A

Menominee County Board of Commissioners

c/o Menominee County Administrator

839 Tenth Avenue

Menominee MI 49858

Commissioners:

With this letter, I am submitting an application for the open three-year position on the Parks & Recreation Committee that was recently advertised in the MC Journal.

I am a longtime resident on Shakey Lakes across from the Shakey Lakes Park and have watched the development of that Park in particular over the years. I have visited the other county parks. Being an interested party, I have also attended a number of Park and Recreation meetings over the years.

I have always been interested in the recreation business serving in a management capacity over 27 years for a major manufacturer in the marine industry.

Our County Parks in Menominee County are a major attraction asset for the county's TOURISM industry. They provide wonderful places for park guests, both resident and out of the area visitors, to enjoy while in the county. We need to attract more enthusiasts to the area through more effective promotion of the parks and the county. I support managing the parks to be self-supporting thus lessening the burden of parks operations to the taxpayer.

I am also currently serving as Chair on the WRISC (Wild Rivers Invasive Species Coalition) which is an interstate group whose goal is to educate the public about Invasive Species, and assist in teaching methods that could control both Aquatic and Terrestrial Invasives. Menominee County is a Partner with this coalition. Together, we can help to achieve the ultimate goals of preventing the spread and controlling any areas where there is already a problem.

Looking forward to serving on the Parks and Recreation Committee. Thank you.



Richard (Dick) Peterson

N8650 #21.75 Road

Stephenson MI 49887

906-753-6966 (If questions, please call)

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

RECEIVED
JAN 15 2015
BY: 8:00 AM

I, Richard (Dick) PETERSON, hereby submit an application for appointment to
NAME
Parks & Recreation Comm for 3 years from 2/1/2015
NAME OF BOARD OR COMMISSION Number of Years Exact dates of Appointment
to 1/31/2018

TO THE MENOMINEE COUNTY BOARD OF COMMISSIONERS:

1. I reside at NR650 #21.75 Rd. Stephenson MI 49887
Street City State Zip
Menominee and have since 2003
County

Mailing address if different than above: same

Telephone: 906-753-6966 Cell Phone: _____

Email Address: dick.peterson4@gmail.com

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

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

4. Employer: Retired / Volunteer Telephone: 906-753-6966 (home)

- a. Indicate nature of your work: _____
- b. Title: _____

5. Educational Level and degrees received:
B.A. NMU

6. I presently hold the following appointments and elected positions:
WRISC - Chair Menom. Bd of Commissioners
Twp. of Lake - Rep. to WRISC, serve on Bd of Review, Chair Twp. Plan Comm.

7. Previously held appointments and/or elected positions:
Elected - City Comm.
Asst. City Boards as assigned / Twp boards

8. Have you ever been convicted of a felony? If yes, list each, giving date, nature of offense or violation, name and location of court, the penalty imposed, if any, or the disposition of the case. A conviction will not automatically bar you from an appointment.

9. Do you have a conflict of interest or potential conflict of interest such as a financial or business interest in any contracts, grants, permits, etc. with Menominee County? If so, list the interest (except where required for the appointment).

NO

10. List any family members who are or have been employed by Menominee County or are or have been elected to County offices.

11. Is this an application for reappointment? Yes _____ No X *1st term*

If yes, how many years have you served on this board? *Served when a City Comm.*

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

Comments/clarification (only if necessary)

see letter of application

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

see letter of application please

13. I hereby apply for appointment to Parks & Recreation Comm. and do swear or affirm that (1) if appointed, I will comply with all statutory and other requirements and obligations of my appointment; (2) if I cease to comply with such requirements, I automatically forfeit said appointed position; (3) I hold no position or appointment which is a conflict of interest with the appointed position applied for; and (4) to the best of my knowledge and belief, I possess the requisite qualifications for the office I am seeking.

Dick Peterson
Signature

Dick Peterson 1-12-15
Name (Print or Type)

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

- Resume
- Letter of Reference
- Letter of Intent

MENOMINEE COUNTY BOARD OF COMMISSIONERS AGENDA ITEM

SUBJECT:	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 recently paid.	

Submitted by: **Brian Bousley**

 01/23/2015
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):

12-26-14
DRB

**MENOMINEE COUNTY
BOARD OF COMMISSIONERS
REIMBURSEMENT VOUCHER**

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

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

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

Name: Larry Schei ~ District 4

Date	Meeting Place	# of miles	X .56/mile	Total Cost	Account Number
12/9/14	LAKE TWP. HALL	40		22.40	101-101-860.04
12/15/14	PUBLIC HEALTH OFFICE	101		56.56	101-101-860.04
12/17/14	PINECREST	73		40.88	101-101-860.04
12/17/14	ANNEX	32		17.92	101-101-860.04
12/23/14	LAKE TWP. HALL	40		22.40	101-101-860.04
					101-101-860.04
					101-101-860.04
					101-101-860.04
					101-101-860.04
			Total Mileage	286	
				Total Mileage Fee	160.16

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

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

Larry Schei

Signed

12/26/14

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 December 22, 2014 in the amount of \$12,358.55	
RECOMMENDED MOTION	
To approve Miscellaneous Bills as paid on December 22, 2014 in the amount of \$12,358.55	

Submitted by: **Brian Bousley**

 01/23/2015
Date

WORKSHOP ACTION

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

COUNTY BOARD ACTION

DATE:

	Approved
	Disapproved
	Approved with the following change(s):

General Fund Expenditures

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

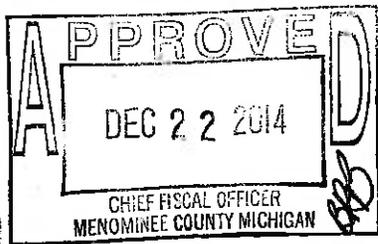
Special Revenue Funds

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

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

MENOMINEE COUNTY
Claims Audit Report

Vendor Name	Vcher#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General								
Alfredson Brothers Const Co.	39337	12/18/2014	14-114	PO# 03020 Phase I Construction - Foot	101-103-998.04	10,000.00		\$10,000.00
CLOVERLAND PAPER CO	39340	12/12/2014	106891	Towels, Tissue, Soap	101-265-755.01	180.85		\$180.85
Friends Ofc Prod Whse Direct	39339	12/18/2014	021712	Clasp Envelope (Equalization)	101-257-727.00	18.49		\$18.49
Mastercard								
	39342	12/12/2014	Credit Card	USPS	101-268-729.00	5.05		\$337.17
	39342	12/12/2014	Credit Card	USPS	101-268-729.00	5.05		
	39342	12/12/2014	Credit Card	USPS	101-268-729.00	5.05		
	39342	12/12/2014	Credit Card	Power Pro's	101-103-857.00	128.70		
	39342	12/12/2014	Credit Card	USPS	101-268-729.00	5.05		
	39342	12/12/2014	Credit Card	USPS	101-268-729.00	5.05		
	39342	12/12/2014	Credit Card	USPS	101-268-729.00	5.05		
	39342	12/12/2014	Credit Card	USPS	101-268-729.00	5.05		
	39342	12/12/2014	Credit Card	USPS	101-268-729.00	5.05		
	39342	12/12/2014	Credit Card	USPS	101-268-729.00	5.05		
	39342	12/12/2014	Credit Card	USPS	101-268-729.00	5.05		
	39342	12/12/2014	Credit Card	ITunes	101-132-802.00	10.59		
	39342	12/12/2014	Credit Card	USPS	101-268-729.00	5.05		
	39342	12/12/2014	Credit Card	ITunes	101-132-802.00	10.59		
	39342	12/12/2014	Credit Card	Amazon	101-261-970.00	76.23		
	39342	12/12/2014	Credit Card	Amazon	101-261-970.00	55.51		
Pfankuch, Mike	39336	12/17/2014	Reimbursement	Continuing Education Credits	101-136-802.00	189.55		\$189.55
SimplexGrinnell	39341	11/21/2014	40746376	PO# 03032 (Courthouse Alarm System	101-265-934.00	1,575.49		\$1,575.49
U.E.S. COMPUTERS, INC.	39338	12/17/2014	69992	Outside NW Camera	101-103-857.03	57.00		\$57.00
Total Amount for Bank Account: General								\$12,358.55



MENOMINEE COUNTY BOARD OF COMMISSIONERS AGENDA ITEM

SUBJECT:	Miscellaneous Boards/Committees/Commission Reports
DEPARTMENT:	Administration
ATTACHMENTS:	Yes
SUMMARY:	
Miscellaneous reports discussed at the 1.5.2014 County Board meeting	
RECOMMENDED MOTION	
To approve the miscellaneous reports discussed at the 1.5.2015 County Board meeting	

Submitted by: **Brian Bousley**

 01/23/2015
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):

NORTHPOINTE HEALTHCARE SYSTEMS BOARD OF DIRECTORS

Regular Monthly Meeting

MINUTES

715 Pyle Drive, Kingsford, MI

November 20, 2014 - 4:00 p.m.

CALL TO ORDER/ROLL CALL:

Karen Raether, Board Chairperson, called the meeting to order at 4:02 p.m. Mary Wendt, Board Secretary, conducted the roll call.

<u>MEMBERS</u>	<u>Present</u>	<u>Excused</u> <u>Absent</u>	<u>Absent</u>	<u>MEMBERS</u>	<u>Present</u>	<u>Excused</u> <u>Absent</u>	<u>Absent</u>
Connors, Peggy		X		Martin, Ann	X		
DeDie, William	X(4:26 pm)			Negro, Mari	X		
Dehn, Janet	X			Nelson, John	X		
Freeman, Peggy		X		Raether, Karen	X		
Hofer, Millie	X			Spence, Christine	X		
Luhtanen, Joan	X			Zevitz, Michael, Dr.			X

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

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

PUBLIC COMMENTS - No public comments

APPROVAL OF THE CONSENT AGENDA:

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

- a. Approval of Minutes-October 23, 2014 Regular Monthly Board Meeting
- b. Finance Committee Meeting Report-November 17, 2014

ACTION: Millie Hofer asked from the Finance Committee Meeting report that the Calculation of Administrative Costs be added to the agenda. Moved to approve the amended consent agenda as presented.

Motion by: J. Nelson; supported by C. Spence. **Motion carried unanimously.**

APPROVAL OF THE AGENDA:

(Request for additional agenda items).

Karen Raether stated that the agenda would be amended to add Calculation of Administrative Costs; under New Business add Preliminary September Financial Statement and October Financial Statement; and under Unfinished Business add Michigan Rehabilitation Services (MRS) Cash Match Contract.

ACTION: Moved to approve the amended agenda as presented.

Motion by: J. Luhtanen; supported by C. Spence. **Motion carried unanimously**

CALCULATION OF ADMINISTRATIVE COSTS

Millie Hofer requested further clarification in regards to clinical directors and managers and why they are not included with the calculation of administrative costs. Bill Adrian stated that directors' costs are included and costed out with the program areas they are responsible for. Discussion ensued and miscellaneous questions were addressed by Mr. Adrian.

PRESENTATION: No presentation

CEO REPORT

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

Federal/State:

- A copy of the Michigan Department of Community Health 2015 strategic priorities was provided to Board members for their information.

W. DeDie present at 4:26 p.m.

- A General Fund (GF) supplement continues to be discussed but there is no dollar figure at this time for it.
- The Dual Eligible Project (Medicaid/Medicare) continues to move forward. Ms. Thekan attended a meeting on November 19 with Upper Peninsula Health Plan (UPHP) regarding the Dual Eligible Project. The implementation date for this project is January 1, 2015. Miscellaneous questions were addressed by Ms. Thekan.

Regional:

- Superior Health Foundation does an annual gala each year to raise money for an organization that is focusing on health care needs of the Upper Peninsula. Ms. Thekan will be writing an application/grant to Superior Health Foundation for the regional Upper Peninsula Community Mental Health (CMH) agencies to offer a service to fill the gaps with the GF reductions.

Local:

- GF updates are as follows: all open cases continue to be reviewed to make sure individuals still qualify as seriously mentally ill; some cases have been closed, some services have been reduced; and 5 appeals were filed and upheld in Northpointe's favor. Comparing last year's time frame to this year's time frame Northpointe has seen a reduction in cost of services of approximately \$115,000.00. Northpointe has several staff retiring in the next couple of months and some of the positions will not be backfilled.
- The Dickinson-Iron Great Start Collaborative annual report was provided to Board members for their information.

NEW BUSINESS

Janet Dehn asked how it happened that a conversion was made and the main files could not be accessed to provide financial reports for the November 17 Finance meeting. Bill Adrian stated that all 5 U.P. regional CMH agencies were using the Great Plains program which they all ran off a server at Pathways. Once Pathways was not associated with NorthCare any longer it was decided that each U.P. regional CMH agency would need to run Great Plains off of their own server. Mr. Adrian stated that the conversion has been worked on over the last month but there was a "snag" for Northpointe last week with an add-on program for Great Plains and this is why the financial statements were not ready for the November 17 Finance meeting.

- Preliminary September Financial Report
Bill Adrian stated that this financial report was for information purposes only. Mr. Adrian reviewed the preliminary September 2014 financial report and addressed miscellaneous questions.
ACTION: Information
- October Financial Report
Mr. Adrian stated this financial report would need Board action. Mr. Adrian and Ms. Thekan reviewed the October financial report and addressed miscellaneous questions.
ACTION: A motion was made by M. Hofer, supported by C. Spence to approve the October financial report.
Motional carried unanimously.

UNFINISHED BUSINESS

- Board Policies & Board By-Laws
Karen Thekan stated that Board Policies and Board By-Laws have been revised. Ms. Thekan and Ms. Raether reviewed the Board Policies.
ACTION: A motion was made by M. Hofer, supported by M. Negro to approve the Northpointe Board Policies.
Motion carried unanimously.
Ms. Thekan and Ms. Raether reviewed the Board By-Laws.
ACTION: A motion was made by M. Hofer, supported by J. Dehn to approve the Northpointe By-Laws.
Motion carried unanimously.
- Recruitment Expense Policy
Karen Thekan stated that the Recruitment Expense Policy will be an available tool to use if there are ever any recruitment difficulties with professional and administrative positions. Miscellaneous questions were addressed by Ms. Thekan.
ACTION: A motion was made by J. Luhtanen, supported by J. Dehn to approve the Recruitment Expense Policy.
Motion carried unanimously.
- MRS Cash Match Contract
Karen Thekan thanked Millie Hofer for keeping good notes and catching the fact that the MRS Cash Match Contract was not Board approved. Ms. Thekan stated that the MRS contract was discussed in June at the Finance meeting and Board meeting but never presented for Board approval. Ms. Thekan further stated that paperwork for

the Dickinson-Iron MRS cash match had been received but paperwork has not been received for the Menominee cash match. Bill Adrian provided and reviewed information on the Dickinson-Iron and Menominee cash matches. The cash match for Dickinson-Iron is \$5,227.00 and the cash match for Menominee is \$6,768.00. Ms. Thekan stated that the cash match dollars have already been provided to Dickinson-Iron as it was thought that Board approval had been given but cash match dollars have not been provided to Menominee as paperwork still has not been received from them. Discussion ensued and miscellaneous questions were addressed by Mr. Adrian and Ms. Thekan.

ACTION: A motion was made by J. Luhtanen, supported by C. Spence to approve the Dickinson-Iron and Menominee cash match dollars as presented.

DISCUSSION: Mari Negro stated that she would like to see the cash match dollars voted in two separate motions as she has no problem voting for the one that has not been paid but does have some qualms about voting for the one that has been paid. Ms. Negro also stated that if the Dickinson-Iron cash match had come to the Board before it had been paid she would have had no qualms in paying it but because there was no prior Board approval she does not like to approve issues after the fact. Ms. Rather stated that this issue can be split into two separate motions.

ACTION: J. Luhtanen rescinded her motion, C. Spence rescinded her support.

ACTION: A motion was made by J. Luhtanen, supported by C. Spence to approve the Dickinson-Iron Cash Match as presented.

DISCUSSION: Ann Martin asked if the motion should also include that the Dickinson-Iron Cash match has already been paid.

ACTION: J. Luhtanen amended her above stated motion to include that the Board is aware that the Dickinson Iron Cash Match has already been paid, C. Spence amended her support.

ROLL CALL VOTE:

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

Motion carried: 5 Ayes; 4 nays.

ACTION: A motion was made by J. Luhtanen, supported by J. Nelson to approve the Menominee Cash Match as presented.

ROLL CALL VOTE:

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

Motion carried: 7 Ayes; 2 nays.

NORTHCARE REPORT

- Karen Raether stated that the substance abuse disorder strategic plan was discussed, the first Substance Use Disorder (SUD) Advisory Board meeting was held, the NorthCare Board and committee structures were discussed, the NorthCare staff 3% pay raise is on hold at this point in time, Bill Slavin, NorthCare CEO, received his raise as this already was in his contract, NorthCare Board elections will be held annually for officers in April, and the CEO evaluation has been sent out.
- John Nelson stated that the one voting right the SUD Advisory Board has is the budget and Mr. Slavin indicated the budget was passed by the NorthCare Board. Mr. Nelson has asked for a meeting to correct this. Ms. Negro stated that the NorthCare Board has discussed scheduling this meeting.

CHAIRPERSONS REPORT

- Ms. Raether highlighted information from the two meetings she attended at the fall Board Association conference: the Board Chair and PIHP meetings.

- The Great Lakes Executive Committee recently met and it was decided to schedule the fall 2015 Great Lakes Conference in Marquette at the Ramada Inn.

A. Martin excused at 5:50 p.m.

BOARD PREROGATIVE

- Mari Negro suggested at the next Board meeting that each Board member at the meeting could draft a letter that would then be mailed out to the legislators regarding the push for a GF supplement. Discussion ensued. As the Board meeting in December is scheduled for December 18 it was decided that this would be too late to write these letters. Karen Thekan encouraged Board members to write a letter before the December Board meeting and if anyone needs the legislators' addresses she can provide them.

PUBLIC COMMENTS – No public comments

ADJOURNMENT

Chairperson Raether stated the meeting adjourned. Meeting adjourned at 5:54 p.m.

The next regular monthly Board meeting is scheduled for **Thursday, December 18, 2014 in Kingsford, Michigan at 4:00 p.m.**

Karen Raether, Chairperson

Peggy Connors, Secretary

Mary Wendt, Board Secretary



Public Health Delta & Menominee Counties

Agenda Item #2

Board of Health AGENDA



October 15, 2014
2:00p.m. (CDT), 3:00p.m. (EDT)
Pinecrest Medical Care Facility
Powers, MI

Board Members:

Bob Burie
Tom Elegeert

Jan Hafeman
Mary Harrington

Larry Schei
Tom Trudgeon

Public Health Staff:

Mike Snyder, Health Officer/Administrator
Kim Gustafson, Executive Secretary
Dr. Terry Frankovich, Medical Director

- 1) Call to Order/Roll Call
- 2) Approval of Agenda
- 3) Approval of September 17, 2014 Board of Health Meeting Minutes
- 4) Public Comment on Agenda Items (five minutes maximum)
- 5) Pension Subcommittee Written Report
- 6) Draft Survey for Wellness Stipend
- 7) Review and Approval of September Check Register
- 8) Medical Director's Report
- 9) Health Officer's Report
- 10) Public Comment (three minutes maximum)
- 11) Board Member Comments
- 12) Adjournment



Public Health
Delta & Menominee Counties



2416

Board of Health Meeting

Pinecrest Medical Care Facility
Powers, MI

Meeting Minutes

Wednesday, October 15, 2014

Board Members Present

Bob Burie

Jan Hafeman

Larry Schei

Mary Harrington

Tom Trudgeon

Public Health Staff

Mike Snyder, Health Officer/ Administrator

Dr. Terry Frankovich, Medical Director

Kim Gustafson, Executive Secretary

1. Call to Order/Roll Call

The regular monthly meeting of the Delta-Menominee District Board of Health (BOH) was held on October 15, 2014. The meeting was called to order at 2:01 p.m. CDT by Chairman Trudgeon. Roll call was taken by the Executive Secretary, and is recorded above. Mr. Elegeert was excused.

2. Approval of Agenda

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

3. Approval of Minutes

Ms. Hafeman moved the minutes from September 17, 2014, be approved. Motion was supported by Ms. Harrington and carried.

4. Public Comment

There was no public comment.

5. Pension Sub-committee Written Report

Chairman Trudgeon presented the pension sub-committee written report. He also briefed the Board on the outcomes the committee recommends.

Ms. Hafeman moved the pension sub-committee report, be approved. Motion was supported by Ms. Harrington and carried.

6. Draft Survey for Wellness Stipend

Mr. Snyder reminded the BOH of the Wellness Stipend that they had approved back in December of 2013. He brought a draft survey to the BOH as requested, for their approval. The plan is to have the surveys distributed out to PHDM employees and the results compiled for the December BOH meeting.

Mr. Burie moved the Survey for the Wellness Stipend, be approved. Motion was supported by Chairman Trudgeon and carried.

7. Review and Approval of September Check Register

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

Ms. Harrington moved the September check register, be approved. Motion was supported by Ms. Hafeman and carried.

8. Medical Director's Report

Dr. Frankovich reported on Ebola and the role of local public health in managing these cases. Although we are a low risk area, every community needs to be prepared for the possibility of a case. Prior to any local event, PHDM's role is primarily to serve as an informational/educational resource for everyone who could be in the chain of contact in caring for a potential Ebola patient (such as law enforcement, first responders, EMS, hospitals, urgent care centers etc.), and to help keep the public informed. If a case emerges locally, the focus of PHDM will broaden to include contact tracking and monitoring. PHDM may also need to quarantine individuals. All UP health department emergency preparedness staff, health officers and medical directors are participating in joint conference calls regarding preparedness.

Dr. Frankovich notified the Board that a proposed grant project, U.P. Wide Smiles which had been discussed in June, had now been funded. The Marquette County Health Department applied for funds on behalf of all U.P. health departments and was awarded a \$196,000 grant. The grant will provide for Dental Hygienists to train primary care offices on fluoride varnish application in children 0-3 years and will utilize health educators to establish fluoride rinse programs for children Kindergarten-5th grade in school.

9. Health Officer's Report

- Mr. Snyder reported 4,000 surveys for the Community Needs Health Assessment have been mailed out and over 1,000 have been returned, just within the first week. All of the data will be entered into a spreadsheet that will be sent to the Michigan Public Health Institute (MPHI). MPHI will compile and analyze the results. A written final report will be generated by PHDM employees that Mr. Snyder will bring before the BOH.
- A statement was recently made by a MDCH employee regarding a plan by the state to consolidate the 45 local health departments in Michigan into ten. Additionally, there is a paper written by the former Western UP District Health Department Health Officer outlining a plan on how to consolidate the UP Health Departments. Mr. Snyder and the rest of the UP Health Officers agree to not speak to anyone regarding this issue individually. If approached, the UP Health Officers would like to discuss it as a group.
- PHDM administered 365 flu-shots at the Drive-Thru Flu Clinic that was held on September 20th. TV6 attended and reported on the annual event.
- The All-Staff meeting was held September 18th and Mr. Snyder received a lot of positive feedback.
- Reminder there is no November BOH meeting. The next meeting will be Wednesday, December 17, 2014. There will be finance and personnel meetings, prior to the regularly scheduled BOH meeting.

10. Public Comment—None

11. Board Member Comments

- Chairman Trudgeon would like PHDM and the BOH to recognize Mr. Elegeert for his years of service to the Delta-Menominee District Board of Health.

Chairman Trudgeon moved a plaque in honor of Mr. Elegeert, be approved. Motion was supported by Ms. Harrington and carried.

- Mr. Schei would like to see a Drive-Thru Flu Clinic held in Menominee County.

2419

Board of Health Meeting

October 15, 2014

Page 4

- Mr. Schei informed Mr. Snyder there might be some outside electrician crews that would need to come into the Menominee office to do some work on some wires that are connected between PHDM and the court house.
- Chairman Trudgeon would like the BOH to meet for lunch, prior to the December BOH meeting, in honor of Mr. Elegeert's years of service and Mr. Snyder's graduation.

12. Adjournment

There being no further business, Mr. Burie made a motion the meeting be adjourned at 3:26 p.m. CDT. Motion was supported by Ms. Harrington and carried.

Thomas J. Burie 12-19-2014
Chairperson

:kg

MENOMINEE COUNTY FAIR BOARD MEETING

DECEMBER 17, 2014

The meeting was called to order by Larry Roetzer at 6:30 on Wednesday December 17, 2014.

Roll Call Taken: Larry Roetzer, Larry Schei, Glenn Hanson, Phyllis Kaczmarczyk, Bill Hafeman, Brian Bousley and Sandy Paschke were present. Absent: Carol Quist.

A motion to approve the agenda was made by Bill Hafeman seconded by Larry Schei and passed.

Larry asked the board members if they would approve have the mileage paid at 25 cents per mile.

A discussion was held regarding the official hiring of Sandra Paschke as the Fair Manager. Phyllis made a motion to hire Sandra as the Fair Manager and pay her the \$3,500.00 that the county apportioned to that job. The money to be paid yearly as the board members are paid on an annual basis. Motion seconded by Bill Hafeman and passed.

A discussion was held as to the date of the 2015 fair. Larry is getting the final details worked out for the truck pull and believes that it will be the 4th weekend in July. He will let Brian know as soon as he has the final details worked out and Brian will do a press release so that the word gets out to all concerned. The dates then will be the 17, 18 and 19th of July 2015.

Minutes of the November meeting were approved.

24, 25 and 26th

Brian handed out the Treasurer's report.

Brian handed out a copy of Bylaws for the Fair Board. There were a few changes discussed to the prepared copy. It was agreed that the board members would review the Bylaws and they will be on the agenda for the next meeting.

The next meeting will be on January 21, 2015 at 6:30.

Discussion was held in planning for the 2015 fair.

Glen Hansen will ask Miklia Marks if she will manage the Fair Queen program again this year. He will contact the Buries and see if they will perform at our 2015 fair.

Phyllis will check on getting the donuts for Ladies day/and or the Church program for Sunday morning.

A motion to adjourn was made by Bill Hafeman, seconded by Glen Hanson. Meeting was adjourned at 7:45.

Meeting adjourned

Respectfully submitted

Sandra Paschke, Fair Manager

~~Accepted~~
Approved
1/21/15

MENOMINEE COUNTY BOARD OF COMMISSIONERS DISCUSSION ITEM

SUBJECT:	MERS Defined Contribution Plan Resolution
DEPARTMENT:	Administration
ATTACHMENTS:	Yes
SUMMARY:	
<p>Brian has been working with the unions to incorporate a MERS Defined Contribution plan. The resolution and details of the plan are enclosed</p>	
RECOMMENDED MOTION	

Submitted by: **Brian Bousley**

 01/23/2015
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):

MERS Defined Contribution Adoption Checklist



1134 Municipal Way Lansing, MI 48917 | 800.767.2308 | Fax 517.703.9711

www.mersofmich.com

Employer Name Menominee County Municipality #: 5502

Now that you have received your projection study and your MERS Regional Manager has reviewed the results with you, you're ready for the next steps: closing your existing Defined Benefit Plan (or the Defined Benefit portion of a Hybrid Plan) and adopting MERS Defined Contribution Plan for your new hires, transfers and rehires. This checklist will help you complete the process and start a smooth transition:

1. Specify the division

- Please confirm the Defined Benefit (or Defined Benefit portion of the Hybrid Plan) division closing to new hires, transfers, rehires: division 01, 16, 18, 20, 23
(Specify current DB or H division number)

Closing this division will change future invoices to a flat dollar amount instead of a percentage of payroll, as provided in your most recent annual actuarial valuation. (The amount may be adjusted for any benefit modifications that may have been taken place since then.)

2. Review the projection study results

It is MERS recommendation that your MERS Regional Manager presents and explains the projection study results to the members of your governing body before adopting MERS Defined Contribution. Please choose one:

- Our MERS Regional Manager presented and explained the projected study results to the Governing Body's members at its meeting held on _____
(MM/DD/YYYY)

- As an authorized representative of this municipality, I BRIAN R Bousley
(Name)
County ADMINISTRATOR
(Title) waive the right for a presentation of the projection study results to the members of our governing body.

3. Amortization option election

After review of the *Amended Amortization Policy for Closed Divisions Within Open Municipalities* which offers two options for amortization of Unfunded Accrued Liability, effective with the adoption of Defined Contribution for the divisions listed above, our municipality selects:

- Option A amortization
 Option B Amortization (irrevocable once selected)

4. Complete and sign

- MERS Defined Contribution Resolution, (Required upon initial adoption of DC)
 MERS Defined Contribution Plan Adoption Agreement
 MERS Defined Contribution Conversion Addendum (if applicable)
 MERS Loan Addendum (if applicable)

Also submit a copy of the *Collective Bargaining Agreement* (cover page, section referencing this change in benefit and signature page)

5. Return the documents

Return all of the above documents as well as this completed checklist to MERS at the following address, or directly by email to your MERS Benefit Plan Coordinator.

Attention: MERS of Michigan
1134 Municipal Way
Lansing, MI 48917
Fax: 517.703.9707

Resolution Adopting the MERS Defined Contribution Plan



1134 Municipal Way Lansing, MI 48917 | 800.767.2308 | Fax 517.703.9711

www.mersofmich.com

This Resolution is entered into under the provisions of 1996 PA 220 and the Municipal Employees' Retirement System of Michigan ("MERS") Restated Plan Document of 2012 (the "MERS Plan Document"), as each may be amended.

WHEREAS, the participating entity desires to adopt the MERS Defined Contribution Plan for its designated employees;

WHEREAS, the participating entity has furnished MERS with required data regarding each eligible employee and retiree;

WHEREAS, as a condition of MERS membership, and pursuant to the MERS Retirement Board's power as plan administrator and trustee under Plan Document Section 36 and MCL 38.1536, as each may be amended, it is appropriate and necessary to enter into a binding agreement providing for the administration of the Defined Contribution Plan, the reporting of wages, and the payment of the required contributions of a participating entity and withholding of employee contributions; now, therefore,

IT IS HEREBY RESOLVED:

1. On behalf of the participating entity, the governing body of Menominee County adopts the MERS Defined Contribution Plan in accordance with Plan Section 41 for its eligible employees as described in the MERS Defined Contribution Adoption Agreement, subject to the MERS Plan Document and as authorized by 1996 PA 220, as both may be amended;
2. The governing body agrees to the terms of and authorizes (title) the County Administrator to execute the initial MERS Defined Contribution Adoption Agreement, a copy of which is attached hereto and which is hereby incorporated by reference; and

I hereby certify that the above is a true copy of the Defined Contribution Resolution adopted at the official meeting held by the governing body of this municipality:

Dated: _____, 20____. _____
(Signature of Authorized Official)

This Resolution shall have no legal effect under the MERS Plan Document until a certified copy of this adopting Resolution is filed with MERS, MERS determines that all necessary requirements under the Plan Document, the Adoption Agreement, and this Resolution have been met, and MERS certifies the Resolution below.

Received and Approved by the Municipal Employees' Retirement System of Michigan:

Dated: _____, 20____. _____
(Authorized MERS Signatory)

MERS Defined Contribution Plan Adoption Agreement



1134 Municipal Way Lansing, MI 48917 | 800.767.2308 | Fax 517.703.9711

www.mersofmich.com

The Employer, a participating municipality or participating court within the state of Michigan that has adopted MERS coverage, hereby establishes the following MERS Defined Contribution Plan provided by the Municipal Employees' Retirement System of Michigan, as authorized by 1996 PA 220 in accordance with the MERS Plan Document.

I. Employer Name Menominee County Municipality #: 5502

If new to MERS, please provide your municipality's fiscal year: _____ through _____
(Month) (Month)

II. Effective Date

Check one:

A. If this is the **initial** Adoption Agreement for this group, the effective date shall be the first day of January, 2015.

- This municipality or division is new to MERS, so vesting credit prior to the **initial** MERS effective date by each eligible participant shall be credited as follows (choose one):

 - Vesting credit from date of hire
 - No vesting credit

This division is currently in the MERS Defined Benefit Plan or Hybrid Plan and meets the applicable funding level requirements to adopt MERS Defined Contribution, as set forth in Plan Document Section 43C. Unless otherwise specified, the standard transfer/rehire rules will apply.

 - This division is for new hires, rehires, and transfers of current Defined Benefit division # 01, 16, 18, 20, 23 and/or current Hybrid division # N/A
 - We elect to offer a one-time conversion from the existing plan into the new MERS Defined Contribution Plan (see attached MERS Defined Contribution Conversion Addendum incorporated herein by reference).

B. If this is an **amendment** of an existing Adoption Agreement (Defined Contribution division number _____), the effective date shall be the first day of _____, 20____.
*Please note: You only need to mark **changes** to your plan throughout the remainder of this Agreement.*

C. If this is to **separate employees** from an existing Defined Benefit division (existing division number(s) 01, 16, 18, 20, 23) into a new division, the effective date shall be the first day of January, 2015.

MERS Defined Contribution Plan Adoption Agreement

III. Eligible Employees

Only those Employees eligible for MERS membership may participate in the MERS Defined Contribution Plan. A copy of ALL employee enrollment forms must be submitted to MERS. The following groups of employees are eligible to participate:

i.e. Courthouse after ___ / ___ / _____

(Name of Defined Contribution division – e.g. All Full Time Employees, or General After 7/01/13)

These employees are (check one or both):

- In a collective bargaining unit (attach cover page, retirement section, and signature page)
 Subject to the same personnel policy

To further define eligibility, (check all that apply):

- Probationary periods** are allowed in one-month increments, no longer than 12 months. During this introductory period the Employer will not report or make contributions for this period, including retroactively. Service will begin after the probationary period has been satisfied.

The probationary period will be 12 month(s).

- Temporary employees** in a position normally requiring less than a total of 12 whole months of work in the position may be *excluded* from membership. These employees must be notified in writing by the participating municipality that they are excluded from membership within 10 business days of date of hire or execution of this Agreement.

The temporary exclusion period will be _____ month(s).

IV. Provisions

1. Vesting (Check one):

- Immediate
 Cliff Vesting (fully vested after below number years of service)
 1 year 2 years 3 years 4 years 5 years
 Graded Vesting
____ % after 1 year of service
____ % after 2 years of service
____ % after 3 years of service (min 25%)
____ % after 4 years of service (min 50%)
____ % after 5 years of service (min 75%)
____ % after 6 years of service (min 100%)

In the event of disability or death, a participant's (or his/her beneficiary's) entire employer contribution account shall be 100% vested, to the extent that the balance of such account has not previously been forfeited.

Normal Retirement Age (presumed to be age 60 unless otherwise specified) _____

If an employee is still employed with the municipality at the age specified here, their entire employer contribution will become 100% vested regardless of years of service.

2. Contributions

a. Will be remitted (check one):

- Weekly Bi-Weekly Monthly

MERS Defined Contribution Plan Adoption Agreement

- b. Employee/Employer contribution structure (subject to limitations of Section 415(c) of the Internal Revenue Code)

	Enter % or \$ for contribution amounts						
Employee Contribution							
Employer Contribution							

Direct mandatory employee contributions as pre-tax

- c. Voluntary employee contributions may be made after-tax, subject to the Section 415(c) limitations of the Internal Revenue Code

3. Compensation *includable* wages, up to the 401(a)(17) limits published every year by the IRS are:
- Wages as reported on box 5 of the employees W2. This includes bonuses, sick/vacation time payments, back pay, and compensation that would have been earned while an employee was in qualified military service, and contributions to plans like 457 deferred compensation plans.
 - Any amounts contributed to a 125 cafeteria plan, Health Care Savings Program, simplified employee pension, simple retirement account and a 457 deferred compensation plan.
- Note:* Items *excluded* from compensation include items such as taxable meal reimbursements; taxable group term life; clothing, food, or gun allowances

4. **Loans:** shall be permitted shall not be permitted
If Loans are elected, please complete and attach the *MERS Defined Contribution Loan Addendum*.

5. Rollovers from qualified plans are permitted and the plan will account separately for pre-tax and post-tax contributions and earnings thereon.

V. Appointing MERS as the Plan Administrator

The Employer hereby agrees to the provisions of this *MERS Defined Contribution Plan Adoption Agreement* and appoints MERS as the Plan Administrator pursuant to the terms and conditions of the Plan. The Employer also agrees that in the event any conflict between MERS Plan Document and the MERS Defined Contribution Plan, the provisions of the Plan Document control.

VI. Modification of the terms of the Adoption Agreement

If the Employer desires to amend any of its elections contained in this Adoption Agreement, including attachments, the Governing Body or Chief Judge, by resolution or official action accepted by MERS, must adopt a new Adoption Agreement. The amendment of the new Agreement is not effective until approved by MERS.

VII. Enforcement

1. The Employer acknowledges that the Michigan Constitution of 1963, Article 9, Section 24, provides that accrued financial benefits arising under a public Employer's retirement plan are a contractual obligation of the Employer that may not be diminished or impaired.
2. The Employer agrees that, pursuant to the Michigan Constitution, its obligations to pay required contributions are contractual obligations to its employees and to MERS and may be enforced in a court of competent jurisdiction;

MERS Defined Contribution Plan Adoption Agreement

3. The Employer acknowledges that employee contributions (if any) and employer contributions must be submitted in accordance with the MERS Enforcement Procedure for Prompt Reporting and Payment, the terms of which are incorporated herein by reference;
4. The Employer acknowledges that late or missed contributions will be required to be made up, including any applicable gains, pursuant to the Internal Revenue Code;
5. Should the Employer fail to make its required contribution(s) when due, MERS may implement any applicable interest charges and penalties pursuant to the MERS Enforcement Procedure for Prompt Reporting and Payment and Plan Document Section 45A(3), and take any appropriate legal action, including but not limited to filing a lawsuit and reporting the entity to the Treasurer of the State of Michigan in accordance with MCL 141.1544(d), Section 44 of PA 436 of 2012, as may be amended.
6. It is expressly agreed and understood as an integral and non-severable part of this Agreement that Section 43B of the Plan Document shall not apply to this Agreement and its administration or interpretation. In the event any alteration of the terms or conditions of this Agreement is made or occurs, under Section 43B or other plan provision or law, MERS and the Retirement Board, as sole trustee and fiduciary of the MERS plan and its trust reserves, and whose authority is non-delegable, shall have no obligation or duty to administer (or to have administered) the MERS Defined Contribution Plan, to authorize the transfer of any defined benefit assets to the MERS Defined Contribution Plan, or to continue administration by MERS or any third-party administrator of the MERS Defined Contribution Plan.

VIII. Execution

Authorized Designee of Governing Body of Municipality or Chief Judge of Court

The foregoing Adoption Agreement is hereby approved by MENOMINEE COUNTY BOARD on
the ____ day of _____, 20____. (Name of Approving Employer)

Authorized signature: _____

Title: _____

Witness signature: _____

Received and Approved by the Municipal Employees' Retirement System of Michigan

Dated: _____, 20____ Signature: _____
(Authorized MERS Signatory)

**MENOMINEE COUNTY BOARD OF COMMISSIONERS
DISCUSSION ITEM**

SUBJECT:	Letters from Local Units – AMAR review and GIS mapping
DEPARTMENT:	Administration
ATTACHMENTS:	Yes
SUMMARY:	
Administration has received letters/phone calls in reference to the Audit of Minimum Assessing Requirements (AMAR) review and are concerned that GIS mapping is a requirement.	
RECOMMENDED MOTION	

Submitted by: Brian Bousley

 01/23/2015
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):

DAGGETT TOWNSHIP

MENOMINEE COUNTY

January 16, 2015

Dear Mr. Meintz,

At our Township Meeting this month John Anderson our assessor announced that the state is preparing to do a 14 point review in the Upper Michigan this year. In May of 2013 we as a board would go with the GIS mapping. The GIS mapping is one of the things they look for. So why is this not being done. This should be an the top of list to be done for all of the township involved.

Please get back to me as to why this is not being done.

Sincerely, Edith Vincent
Daggett Township Clerk
W4028 County Road 358
Stephenson, Michigan 49887
906-753-6685

STEPHENSON TOWNSHIP

Menominee County, Michigan

Joy Wickstrom, Clerk

W3932 Co Rd 348

Twp Hall Phone 906-753-6950 Stephenson, MI 49887 Clerk Phone/Fax 906-753-4361

January 14, 2015



To: Menominee County Courthouse
839 10th Ave
Menominee, MI 49858

Attention: Menominee County Board of Commissioners
Brain Bousley, County Administrator
cc to: Charlie Meintz, Chairperson

Re: GIS mapping.

Dear Mr. Bousley and Menominee County Board of Commissioners;

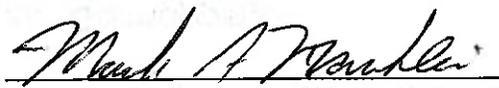
Stephenson Township has been informed that the State of Michigan is starting an AMAR review for the entire Upper Peninsula and that GIS mapping is needed to be compliant.

Stephenson Township is requesting an update on your pursuit of a GIS mapping project for Menominee County. Our letter of support was sent to your board on May 15, 2014.

Any information on your progress would be appreciated.

Thank you,

Sincerely,


Mark Marklein, Supervisor


Joy Wickstrom, Clerk

MEYER TOWNSHIP

PO BOX 185
HERMANVILLE, MI 49847
906-498-2251
www.hermansville.com

1-25-2015

Dear Menominee County Board of Commissioners

At the Meyer Township January 21, 2015 meeting the topic of GIS mapping was discussed.

The Meyer Township Board is still in support of having the County Board pursue the GIS mapping of the county.

Thank you
Meyer Township Board

Bob Gurgall
Meyer Township Supervisor

Robert Gurgall
Supervisor

Beth Bertolini
Clerk

Sheryl Lauscher
Treasurer

Mark Schoen
Trustee

Pat Dani
Trustee

"In accordance with Federal law and U.S. Department of Agriculture policy, this institution is prohibited for discriminating on the basis of race, color, national origin, age, disability, religion, sex, familial status, sexual orientation, and reprisal. Meyer Township is an equal opportunity provider and employer

State Tax Commission
Audit of Minimum Assessing Requirements
Summary of the 2011 Pilot Program

At their April 21, 2011 meeting, the State Tax Commission (STC) approved the implementation of a pilot program for the new Audit of Minimum Assessing Requirements (AMAR). The intent of the AMAR is to improve upon the current 14 Point Review and Mini Review which would then be retired. Arenac, Huron and Mecosta Counties have been chosen as the three counties to participate in this pilot program. The AMAR review will look at 4 major areas in each local unit within the three counties: Board of Review, Due Dates, Assessment Roll and Poverty Exemptions. Each item on the review outlines minimum standards that represent a statutory requirement, STC Rule or STC Policy. The minimum standard will be determined as either being met or not being met. Local units will be required to submit detailed information to the STC on how they intend to meet any standards they do not currently meet. Upon completion of the initial review, we will select one local unit in each county that did very well on the review, one that did about average and one that did not do well and conduct a field review of record cards (item C-5 on the AMAR Score Sheet) on those units. This will be done to help determine if the field review should be a part of every AMAR review or only conducted on local units that do not do well on the other components of the review.

Michigan State Tax Commission
Audit of Minimum Assessing Requirements
AMAR Review Sheet

The State Tax Commission, per MCL 211.10f, has jurisdiction to determine substantial compliance with the requirements of the General Property Tax Act. The AMAR review reflects the minimum assessing requirements of a local unit of government based on statute and STC Rules, Policy, Bulletins and Publications. Local units of government that do not meet one or more of the minimum requirements must submit a corrective action plan detailing how and when the deficiencies will be resolved.

Failure to submit an acceptable corrective action plan, or failure to resolve the deficiencies as outlined within the corrective action plan that is approved by the State Tax Commission, will result in a determination of substantial non-compliance and may result in the State Tax Commission assuming jurisdiction of the assessment roll of the local unit of government. Failure to meet one or more of the minimum AMAR requirements does not automatically result in State Tax Commission assumption of jurisdiction of the assessment roll.

Local Unit Background Information:

Year of Audit: _____

Name of Local Unit: _____

Name of County: _____

Name of Assessor: _____

Assessor Certification Level: _____ Assessor Certification Number: _____

Name of Supervisor, City Manager or Mayor: _____ Title: _____

Mailing Address for Supervisor, City Manager or Mayor: _____

What is the required certification level for this local unit? _____

What date did the assessor certify the assessment roll? _____

Does the local unit have a policy regarding public inspection of records? YES: _____ NO: _____

Did the March, July and December Boards of Review prepare minutes and file them with the local unit clerk in accordance with MCL 211.33 and State Tax Commission Board of Review Publications? YES: _____ NO: _____

If the Board of Review made any taxable valuation changes to parcels, was Form L-4035a, Taxable Value Calculations Worksheet, properly completed and made part of the Board of Review Record? YES: _____ NO: _____

Were forms L-4021, L-4022 and L-4025 timely delivered to County Equalization per MCL 211.34d and Rule 209.26(6b)? YES: _____ NO: _____

Assessment Roll Analysis:

1. Does the local unit have properly calculated and appropriately documented Economic Condition Factors that meet State Tax Commission requirements per [MCL 211.10e](#) and [STC ECF Publications](#)?

Requirement Met: YES: _____ NO: _____

2. Does the local unit have accurate Land Value Maps that meet the State Tax Commission requirements per [MCL 211.10e](#) and [State Tax Commission Land Value Map Publications](#)?

Requirement Met: YES: _____ NO: _____

3. Does the local unit have Land Value Determinations that are appropriately documented, properly calculated and meet State Tax Commission requirements per [MCL 211.10e](#) and State Tax Commission Land Value Determination Publications?

Requirement Met: YES: _____ NO: _____

4. Does the true cash value on the local unit record cards agree with the true cash value indicated on the assessment roll with less than 1% overrides and less than 1% flat land values – excluding DNR PILT Property (STC Policy)?

Requirement Met: YES: _____ NO: _____

5. Do the local unit appraisal record cards meet a 90% or greater accuracy rating? (Based upon a review of 1% of the improved properties in a local unit with a minimum of 10 parcels and a maximum of 500 parcels)?

Requirement Met: YES: _____ NO: _____

6. Based upon a review of a sample of properties, do the current year's assessments of the local unit include [new construction](#) from the prior year?

Requirement Met: YES: _____ NO: _____

7. Is the local unit in compliance with the requirement of uncapping the taxable value of property in the year following a transfer of ownership per [MCL 211.27a](#) within a less than 5% error rate?

Requirement Met: YES: _____ NO: _____

8. Based on a sampling of known "sale" properties, is the local unit assessing all properties uniformly at 50% of true cash value as outlined within [STC Bulletin 19 of 1997](#)?

Requirement Met: YES: _____ NO: _____

MENOMINEE COUNTY BOARD OF COMMISSIONERS DISCUSSION ITEM

SUBJECT:	2015 Committee Assignments
DEPARTMENT:	County Board
ATTACHMENTS:	Yes
<p>The question was asked to possibly give the Community Action Agency assignment to Commissioner Bernie Lang rather than Commissioner Piche. Discussion to change the CAA assignment to Commissioner Lang.</p> <p>Also Commissioners should note that the Pinecrest Board member is now a "voting" member and that the UPCAP board member is a "two year" appointment.</p>	
RECOMMENDED MOTION	

Submitted by: **Brian Bousley**

 01/23/2015
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):

2015 COMMITTEE ASSIGNMENTS

Road Commission

Gerald Piche

Delta-Men. Health Department

Jan Hafeman

Larry Schei

Intergovernmental Relations (MTA)

Charlie Meintz

Department of Human Services (DHS)

Bernie Lang

Northpointe Behavior Health

John Nelson

UP Resource Conservation & Develop.

Bernie Lang

Fair Board

Gerald Piche

Park & Rec Committee

James Furlong

William Cech

Financial Hardship

Bernie Lang

Remonumentation

Raymond Williams

Six County Alliance/MI Works!

Charlie Meintz

John Nelson

Pinecrest Board of Directors

Jan Hafeman

West Central UP Community Corrections Ad. Brd.

James Furlong

E911 Governing Board

William Cech

Airport Commission

Charlie Meintz

Larry Schei

NorthCare Substance Abuse Disorder Policy Brd.

John Nelson

Community Action Agency

Gerald Piche

UPCAP - (2 year appt.)

Jan Hafeman

Men. Business Dev. Corp

County Administrator

Larry Schei

Local Emergency Planning Comm.

Charlie Meintz (chairman of the board)

Library Liaison (no vote)

Larry Schei

3 Way Road - Ad Hoc Committee

John Nelson

Gerald Piche

Planning Commission

Ray Williams

Buildings & Grounds Committee

Larry Schei

William Cech

2 at large members

1 building code member

1 building & grounds member

Personnel Committee

James Furlong-Chair

Raymond Williams

Bernie Lang

Gerald Piche

Finance Committee

John Nelson - Chair

Jan Hafeman

Larry Schei

William Cech

Executive Committee

Charlie Meintz

James Furlong

John Nelson

Negotiating Committee

John Nelson

Gerald Piche

James Furlong (Alternate)

William Cech

E-911 Gov. Brd.
Finance Com.
B&G Com.
Parks

Bernie Lang

DHS
UPRC&D
Financial Hardship
Personnel Com.

James Furlong

Parks
WCUP Corrections Ad.
Personnel com. ©
Negotiating (ALT.)

Larry Schei

MBDC
Airport Com.
Library Board
Health Dept.
B&G Com.

Raymond Williams

Planning Com.
Remonumentation
Personnel Com.

Charlie Meintz

MTA
Six County Alliance
Airport Com
Executive Com. ©
LEPC (chairman only)

Gerald Piche

Road Commission
Personnel com.
3 Way Road Ad. Hoc.
Fair Board
Negotiating Com.
Community Action A.

Jan Hafeman

Health Dept.
Pinecrest
UPCAP
Finance com.

John Nelson

Northpointe
Six County Alliance
NorthCare SUD Brd.
Finance Com. ©
executive Com.
3 Way Rd. Ad. Hoc.
Negotiation Com.

As placed on 1.5.2015

**MENOMINEE COUNTY BOARD OF COMMISSIONERS
DISCUSSION ITEM**

SUBJECT:	Discussion of using Prayer prior to County Board Meetings
DEPARTMENT:	Commissioner Piche
ATTACHMENTS:	Yes

Commissioner Piche brought up at the last meeting to discuss using Prayer at the meetings. He would like to continue the discussion.

RECOMMENDED MOTION

Submitted by: **Brian Bousley**

 01/23/2015
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):

WASHINGTON (AP) — A narrowly divided Supreme Court upheld decidedly Christian prayers at the start of local council meetings on Monday, declaring them in line with long national traditions though the country has grown more religiously diverse.

The content of the prayers is not significant as long as they do not denigrate non-Christians or try to win converts, the court said in a 5-4 decision backed by its conservative majority.

Though the decision split the court along ideological lines, the Obama administration backed the winning side, the town of Greece, N.Y., outside of Rochester.

The outcome relied heavily on a 1983 decision in which the court upheld an opening prayer in the Nebraska Legislature and said prayer is part of the nation's fabric, not a violation of the First Amendment's guarantee of freedom of religion.

Writing for the court on Monday, Justice Anthony Kennedy said that forcing clergy to scrub the prayers of references to Jesus Christ and other sectarian religious figures would turn officials into censors. Instead, Kennedy said, the prayers should be seen as ceremonial and in keeping with the nation's traditions.

"The inclusion of a brief, ceremonial prayer as part of a larger exercise in civic recognition suggests that its purpose and effect are to acknowledge religious leaders and the institutions they represent, rather than to exclude or coerce nonbelievers," Kennedy said.

Justice Elena Kagan, writing for the court's four liberal justices, said, "I respectfully dissent from the court's opinion because I think the Town of Greece's prayer practices violate that norm of religious equality — the breathtakingly generous constitutional idea that our public institutions belong no less to the Buddhist or Hindu than to the Methodist or Episcopalian."

Kagan said the case differs significantly from the 1983 decision because "Greece's town meetings involve participation by ordinary citizens, and the invocations given — directly to those citizens — were predominantly sectarian in content."

Kennedy himself was the author of an opinion in 1992 that held that a Christian prayer delivered at a high school graduation did violate the Constitution. The justice said Monday there are differences between the two situations, including the age of the audience and the fact that attendees at the council meeting may step out of the room if they do not like the prayer.

In her dissent, Kagan said the council meeting prayers are unlike those said to open sessions of Congress and state legislatures, where the elected officials are the intended audience. In Greece, "the prayers there are directed squarely at the citizens," she said.

Kagan also noted what she described as the meetings' intimate setting, with 10 or so people sitting in front of the town's elected and top appointed officials. Children and teenagers are likely to be present, she said.

Kennedy and his four colleagues in the majority all are Catholic. They are: Chief Justice John Roberts and Justices Samuel Alito, Antonin Scalia and Clarence Thomas.

Kagan was joined by Justices Stephen Breyer, Ruth Bader Ginsburg and Sonia Sotomayor. Of the four, three are Jewish and Sotomayor is Catholic.

Senior counsel David Cortman of the Alliance Defense Freedom, which represented the town, applauded the court for affirming "that Americans are free to pray."

Ayesha Khan, legal director for Americans United for Separation of Church and State, said the court disregarded the interests of religious minorities and nonbelievers. But Khan said she saw a "silver lining" in the outcome because the court rejected a more sweeping ruling that would have made it even harder to prove a violation of the Constitution.

A federal appeals court in New York had ruled that Greece violated the Constitution by opening nearly every meeting over an 11-year span with prayers that focused on Christianity.

From 1999 through 2007, and again from January 2009 through June 2010, every meeting was opened with a Christian-oriented invocation. In 2008, after residents Susan Galloway and Linda Stephens complained, four of 12 meetings were opened by non-Christians, including a Jewish layman, a Wiccan priestess and the chairman of the local Baha'i congregation. Galloway and Stephens are described in their court filings as a Jew and an atheist.

A town employee each month selected clerics or lay people by using a local published guide of churches. The guide did not include non-Christian denominations, however. The appeals court found that religious institutions in the town of just under 100,000 people are primarily Christian, and even Galloway and Stephens testified they knew of no non-Christian places of worship there.

The two residents filed suit and a trial court ruled in the town's favor, finding that the town did not intentionally exclude non-Christians. It also said that the content of the prayer was not an issue because there was no desire to proselytize or demean other faiths.

But a three-judge panel of the 2nd U.S. Circuit Court of Appeals said that even with the high court's 1983 ruling, the practice of having one Christian prayer after another amounted to the town's endorsement of Christianity.

Kennedy, however, said judges should not be involved in evaluating the content of prayer because that could lead to legislatures requiring "chaplains to redact the religious content from their message in order to make it acceptable for the public sphere."

He added, "Government may not mandate a civic religion that stifles any but the most generic reference to the sacred any more than it may prescribe a religious orthodoxy."

The case is *Greece v. Galloway*, 12-696.

**MENOMINEE COUNTY BOARD OF COMMISSIONERS
DISCUSSION ITEM**

SUBJECT:	MSU – Memorandum of Agreement for 2015 – Paul Putnam
DEPARTMENT:	MSU Extension
ATTACHMENTS:	Yes

Paul Putnam would like to discuss the MOA between Menominee County and MSU. We currently do not have a contract (MOA) signed for the 2014/15 budget year. Original MOA and the Annual work plan for FY 2014 is enclosed.

RECOMMENDED MOTION

Submitted by: **Brian Bousley**

 01/23/2015
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

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.

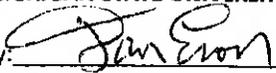
Menominee County 2011-2012

Name Year

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

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

MICHIGAN STATE UNIVERSITY

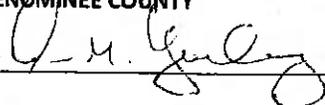
By: 

Daniel T. Evon, Director,
Contract & Grant Administration

Its: _____

Date: 8/4/11

MENOMINEE COUNTY

By: 

Its: County Board Chair

Date: 7-27-2011

EXHIBIT A: Annual Work Plan

A. Specific Contributions by MSUE:

1. At least 1.0 FTE extension educator whose primary office of operation will be the county Extension office included in assessment.
2. 0 additional extension educators at 0 (FTE * rate).
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

Menominee County 2011-2012

Name Year

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

Appendix A
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.

Agreement for Extension Services provided by
Michigan State University to MENOMINEE County
Annual Work Plan FY 2014 (Exhibit A)

RECEIVED

1/9/2014

Menominee County Administrator

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 the assessment.
2. _____ additional extension educators. Areas of Expertise: _____
3. 0.5 FTE - 4-H program coordinator(s) included in assessment whose primary office of operation will be the county Extension office.
4. _____ FTE - additional 4-H program coordinators/other paraprofessional.
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 be provided 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. This can be a county employee or the county can contract with MSU for their services.
3. General operating expenses for the office and non-MSU Personnel.
4. The Assessment Fee and costs for additional personnel, as described above in Section A. If MSUE receives at least a 2% increase in appropriations from the State of Michigan (SOM), the County will be given a 3% credit, thereby leaving the assessment at the 2013 level.

C. Assessment to County:

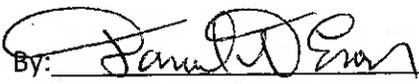
MSU Assessment	\$ 41752
Credit to county from SOM appropriations	minus 3543
Director's Discretionary	8209
2014 TOTAL Assessment	<u>\$ 30000</u>
ADDITIONAL PERSONNEL	
1. Educator (.8 FTE) at \$73,336 \$9,167 per 0.1 FTE	\$ _____
2. 4-H Program Coordinators	
a. 1.0 FTE at \$56,650	\$ _____
b. 0.5 FTE at \$28,325	\$ _____
3. Support Staff at \$56,650 per FTE	
a. If contracted with MSUE _____ FTE	\$ _____
4. Other Staff included in MOA	
a. Title and rate _____	\$ _____
5. Other: _____	\$ _____
TOTAL COUNTY PAYMENT FOR 2014	<u><u>\$ 30,000.00</u></u>

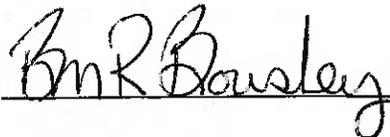
For the period, October 2013 to September 2014, MENOMINEE County shall pay to MSUE \$ 30,000, which is the cost of the assessment (minus the credit) plus any additional personnel costs. Payment will be made the first month of each quarter of the county fiscal year. Payments should be sent to

MSUE Extension Budget Office
446 W. Circle Dr.
160 Agriculture Hall
East Lansing, MI 48824

MICHIGAN STATE UNIVERSITY

MENOMINEE COUNTY

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

By: 

Title: County Administrator

Date: 12/13/2013

Date: 12/5/2013

8/28/14 - Menominee County Paid \$7,500 - No other payment Made in the 2013/14 budget 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**

 01/23/2015
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):

Commissioner Meeting Fee Expense Form

Name of Commissioner Gerald Piche

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

Date	Meeting Description & Duration	Meeting Expense
12/9/14	Road Commission	50. —
12/9/14	MEN. Co. Board	50. —
12/23/14	MEN Co. Board	50. —
Total Per Diem		150. —

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

Commissioner Signature: Gerald Piche

Date: _____

**MENOMINEE COUNTY
BOARD OF COMMISSIONERS
REIMBURSEMENT VOUCHER**

RECEIVED
JAN 02 2015
RECEIVED
JAN 02 2015
BY: _____

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

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

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

Name: Jan Hafeman ~ District 8

Date	Meeting Place	# of miles	X.56/mile	Total Cost	Account Number
12/3/14	Pinecrest	AA. 12/15/14		7.84	101-101-860.10
12/9/14	Co Bd- Menominee @ Lake Twp	44		24.64 42.56	101-101-860.10
12/15/14	Bd Health- Escanaba	58		32.48	101-101-860.10
12/17/14	Bd Health-Pinecrest	14		7.84	101-101-860.10
12/18/14	Pinecrest-Casino	30		16.80	101-101-860.10
12/19/14	UPCAP-Escanaba	58		32.48	101-101-860.10
					101-101-860.10
					101-101-860.10
					101-101-860.10
				122.08	
		250	Total Mileage	140.00 - 32.48 (UPCAP Check)	
Total Mileage Fee				\$ 89.60	107.52

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

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


Signed

12/29/14

Date

UPCAP SERVICES, INC. • GENERAL OPERATING ACCOUNT

129737

Payee HAFEMAN, JAN
Vendor ID HAFEMAN, JAN

Account #.

129737
12/22/2014

Invoice	Description	Discount	Amount
27544	BOARD TRAVEL	\$0.00	\$32.48

129737

Total : \$0.00 \$32.48

**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 January 6, 7, 8 & 15 in the amount of \$118,959.22	
RECOMMENDED MOTION	

Submitted by: Brian Bousley

01/23/2015
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
101-402 Brownfield Authority
101-426 Emergency Management
101-526 Waste Management
101-601 Health & Welfare
101-648 Medical Examiner
101-681 Vets Burial & Relief
101-682 Veterans Affairs
101-728 Economic Development
101-997 Appropriations
101-999 Operating Transfers

Special Revenue Funds

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

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

MENOMINEE COUNTY
Claims Audit Report

Vendor Name	Voucher#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General								
Joel Hensley, RN								\$3,739.72
39404	12/23/2014	Medical Examiner	December 2014	101-648-709.00	825.00			
39404	12/23/2014	Medical Examiner	December 2014	101-648-835.00	1,530.00			
39404	12/23/2014	Medical Examiner	December 2014	101-648-727.00	19.72			
39408	01/02/2015	Nursing Services	Nursing Services	101-301-770.01	1,365.00			
Massopust, Whitney								\$1,030.00
39402	12/23/2014	Medical Examiner	December 2014	101-648-709.00	270.00			
39402	12/23/2014	Medical Examiner	December 2014	101-648-835.00	760.00			
Vincent, Daren & Lisa								\$1,327.48
39405	12/18/2014	5722	Foster Care Costs (T.T. 10/12/14 - 10/3	292-662-843.02	327.56			
39406	12/19/2014	5724	Foster Care Costs (T.T. 11/1/14- 12/15/	292-662-843.02	758.56			
39407	01/05/2015	5726	Foster Care Costs (T.T. 12/15/14 - 12/2	292-662-843.02	241.36			
Zevitz, Dr. Michael E.								\$2,015.00
39403	12/23/2014	Medical Examiner	December 2014	101-648-709.00	2,015.00			
Total Amount for Bank Account: General								\$8,112.20

APPROVED

JAN 12 2015

BBB

CHIEF FISCAL OFFICER
MENOMINEE COUNTY MICH

MENOMINEE COUNTY
Claims Audit Report

Vendor Name	Vcher#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General								
AT&T - Carol Stream, IL	39450	12/19/2014	906863661412	December 19 - January 18, 2015	266-325-850.00	309.30		\$309.30
AT&T Mobility	39417	12/10/2014	287252234966	December 10, 2014 - January 9, 2015	101-132-850.00	31.27		\$31.27
Burnham & Flower of Michigan	39410	12/1/2014	39180	14-15 Winter Tax Bond	101-253-860.00	1,193.00		\$1,193.00
DataSpec, LLC	39447	12/29/2014	2791	Yearly Fee	101-682-802.00	399.00		\$399.00
Delta County - 310 Ludington Street, Ste 222	39432	12/30/2014	14-0005435	Building Code Services	249-371-801.00	4,250.00		\$4,250.00
Dreamscape Communications	39433	11/20/2014	w3958	Wireless Internet - Annex	101-261-850.00	69.99		\$69.99
EICKMEYER HEATING & SHEET ME	39446	1/2/2015	25853	PO# 03033 - Furnace (Barry P. Paris)	294-683-835.00	2,000.00		\$2,000.00
FRIEND OF COURT ASSOCIATION -	39451	12/22/2014	Registration	2015 Winter Conference - Renee Herrik	101-141-802.00	200.00	*	\$400.00
	39452	11/15/2014	Dues	2015 FOCA Dues	101-141-802.00	200.00		
Furlong, James	39423	12/23/2014	Reimbursement	Mileage - December 2014	101-101-860.03	97.44		\$97.44
GRAYBAR	39457	12/15/2014	976398006	Supplies for Merit Project at Annex	101-261-970.00	123.84		\$123.84
GREAT AMERICAN DISPOSAL CO THE	39435	12/1/2014	4C104091	Annex	101-261-930.04	99.47		\$99.47
Hafeman, Jan	39421	12/29/2014	Reimbursement	Mileage - December 2014	101-101-860.10	89.60		\$89.60
Hanna, Brenda	39441	12/29/2014	Reimbursement	Mileage (10/1 - 12/30/14)	101-253-860.00	30.80		\$30.80
Hi Tec Building Services	39436	12/30/2014	008599	Cleaning Services - December 2014	101-265-801.00	1,410.00		\$1,410.00
INSTITUTE OF CONTINUING LEGAL	39419	12/26/2014	706699	MI Model Criminal Jury Instructions	101-136-802.00	133.50		\$133.50
Ivens, Ruby E.	39439	12/1/2014	Reimbursement	Mileage - Parks Committee	208-751-860.00	76.88		\$76.88
Jennings, Martha	39412	12/18/2014	2014-131-MI	Court Appointed Legal	101-148-807.00	88.00		\$88.00
Lang, Bernard	39422	12/30/2014	Reimbursement	Mileage - December 2014	101-101-860.02	58.24		\$58.24
LENCA SURVEYING	39438	12/30/2015	14223	Remon Yr 2014 (12/10/14 - 12/31/14)	243-246-801.07	4,763.00		\$4,763.00
Lufts Advertiser	39437	12/26/2014	12/26/14	December 2014 Advertising	101-101-901.00	60.00		\$60.00
Manpower	39434	12/28/2014	28089338	Week Ending 12/28/14 (Krista Marcinia	101-261-705.00	236.25		\$236.25

APPROVED

JAN 1 2 2015

CHIEF FISCAL OFFICER
MENOMINEE COUNTY MICHIGAN

MENOMINEE COUNTY
Claims Audit Report

Vendor Name	Vcher#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General								
Menards - Marinette								\$322.60
39411		12/22/2014	71083	Plugs & Circular Saw	101-265-755.00	46.19		
39425		12/30/2014	71648	Outlet Plate, Backwire Outlet	101-265-930.01	73.28		
39427		12/29/2014	71564	Instant Water Stop	101-265-755.00	12.27		
39428		12/29/2014	71559	Connector, Sledge Hammer, Batteries,	101-265-755.00	165.39		
39456		12/28/2014	71486	Driver Gloves & Earplugs	101-265-755.00	25.47		
MGT of America, Inc.								\$1,277.20
39444		12/18/2014	26029	Oct, Nov, Dec 2014 - (FOC DHS 286 B	101-141-801.00	1,277.20		
MI Asso. of County Clerks								\$150.00
39416		1/6/2015	Dues	2015 Association Dues	101-215-802.00	150.00		
MICH ASSN OF REGISTER OF DEEDS								\$187.00
39415		1/6/2015	Dues	2015 Annual Membership (Kleiman & P	101-268-802.00	187.00		
MILLERS ACTION OFFICE SUPPLY I								\$76.47
39426		1/2/2015	0106380-001	Desk Calendar & Desk Pad (PA's Office	101-267-727.00	16.48		
39455		12/18/2014	0106169-001	Stamp - District Court	101-136-727.00	59.99		
Piche, Gerald L.								\$61.04
39420		1/3/2015	Reimbursement	Mileage - December 2014	101-101-860.07	61.04		
REDWOOD BIOTECH, INC.								\$97.12
39440		12/3/2014	492470	Drug Testing Supplies	101-136-727.00	97.12		
Schei, Larry								\$160.16
39424		12/26/2014	Reimbursement	Mileage - December 2014	101-101-860.04	160.16		
Sexton, Richard								\$259.93
39442		12/30/2014	Reimbursement	Training, Verizon Wireless	101-426-963.00	150.00		
39442		12/30/2014	Reimbursement	Training, Verizon Wireless	101-426-850.00	76.85		
39443		12/18/2014	Reimbursement	Fuel and Extension Cord	101-426-860.00	14.01		
39443		12/18/2014	Reimbursement	Fuel and Extension Cord	101-426-755.00	19.07		
SimplexGrinnell								\$485.68
39453		12/22/2014	40756263	PO# 03004 Courthouse Fire Alarm Sys	101-265-934.00	485.68		
Stephenson National Bank&Trust - 1111 10th Street								\$1,543.92
39445		1/2/2015	25854	PO# 03034 Vehicle Loan (Philip Simmc	294-683-835.00	1,543.92		
The First National Bank&Trust								\$33.00
39409		12/31/2014	328840339	FOC Service Charge	101-141-817.00	33.00		
TWIN CITY ELECTRIC, Inc.								\$68.00
39454		12/19/2014	79323	Change Phone Jacks around for FOC	101-141-931.00	68.00		
U.E.S. COMPUTERS, INC.								\$200.00
39431		12/30/2014	70104	Remote Maintenance - Windows Updat	101-103-857.02	200.00		
UP Assessors Association								\$40.00
39418		12/29/2014	Registration	Board of Review Schools (Schroud, Cu	101-257-860.00	40.00		
Wii-Kil Pest Control								\$94.25
39413		12/23/2014	2596438	Courthouse	101-265-801.00	62.25		
39414		12/23/2014	2597343	Health Department	101-265-801.00	32.00		

APPROVED

JAN 12 2015

Handwritten initials

MENOMINEE COUNTY
Claims Audit Report

Vendor Name	Vcher#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General								
WISCONSIN PUBLIC SERVICE CORP - P O BOX 19003								\$5,282.56
	39429	12/30/2014	0402047856-00004	Courthouse	101-265-920.04	4,439.37		
	39430	12/30/2014	0402191663-00001	Health Care Center	101-265-920.03	243.18		
	39430	12/30/2014	0402191663-00001	Health Care Center	101-265-920.04	497.14		
	39448	12/26/2014	0402047856-00006	Stoney Point	208-751-920.01	33.28		
	39449	12/26/2014	1358335374-00000	Bailey Hcuse	208-751-920.01	27.51		
	39449	12/26/2014	1358335374-00000	Kleinke Park Street Lighting	208-751-920.01	29.33		
	39449	12/26/2014	1358335374-00000	Bailey Park Street Lighting	208-751-920.01	12.75		
Total Amount for Bank Account: General								\$26,258.51

APPROVED

JAN 12 2015

BBB

CHIEF FISCAL OFFICER
MENOMINEE COUNTY MICHIGAN

MENOMINEE COUNTY
Claims Audit Report

Vendor Name	Voucher#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General								
Mastercard								\$4,911.59
	39513	12/12/2014	Credit Card	Tractor Supply	101-301-881.01	47.99		
	39513	12/12/2014	Credit Card	Amazon	101-301-881.00	47.68		
	39513	12/12/2014	Credit Card	Shell Oil	205-315-742.00	38.03		
	39513	12/12/2014	Credit Card	NA World Service Inc.	101-301-770.00	230.16		
	39513	12/12/2014	Credit Card	Shell Oil	205-315-742.00	23.89		
	39513	12/12/2014	Credit Card	Speedway	101-301-860.00	4.89		
	39513	12/12/2014	Credit Card	Speedway	205-315-742.00	35.00		
	39513	12/12/2014	Credit Card	McDonalds	101-301-860.00	6.14		
	39513	12/12/2014	Credit Card	Holiday	205-315-742.00	26.06		
	39513	12/12/2014	Credit Card	Finley's	101-301-860.00	25.44		
	39513	12/12/2014	Credit Card	Blaney Park Quik Stop	101-301-860.00	27.80		
	39513	12/12/2014	Credit Card	KFC Houghton Lake	101-301-860.00	9.95		
	39513	12/12/2014	Credit Card	Ramada	101-301-881.00	51.94		
	39513	12/12/2014	Credit Card	Subway	101-301-860.00	7.42		
	39513	12/12/2014	Credit Card	Beacon & Bridge Market	101-301-881.00	26.76		
	39513	12/12/2014	Credit Card	Gary's	205-315-755.02	13.98		
	39513	12/12/2014	Credit Card	Shell Oil	205-315-742.00	39.18		
	39513	12/12/2014	Credit Card	K Mart	101-301-770.00	12.68		
	39513	12/12/2014	Credit Card	International Police	101-301-881.01	45.00		
	39513	12/12/2014	Credit Card	International Police	101-301-881.01	45.00		
	39513	12/12/2014	Credit Card	Mills Fleet Farm	205-315-934.02	126.55		
	39513	12/12/2014	Credit Card	Harbor Freight Tools	205-315-755.00	33.20		
	39513	12/12/2014	Credit Card	Superior Touchless	205-315-742.00	9.00		
	39513	12/12/2014	Credit Card	Ever Dixie EMS Supply	205-315-755.00	64.68		
	39513	12/12/2014	Credit Card	McDonalds	101-301-860.00	10.99		
	39513	12/12/2014	Credit Card	Exxon Mobil	101-301-742.00	9.98		
	39513	12/12/2014	Credit Card	Exxon Mobil	101-301-742.00	36.50		
	39513	12/12/2014	Credit Card	Amazon (PO# 03016)	205-315-934.03	3,757.79		
	39513	12/12/2014	Credit Card	Amazon	101-301-881.00	59.85		
	39513	12/12/2014	Credit Card	Shell Oil	205-315-742.00	38.06		

Total Amount for Bank Account: General

\$4,911.59

APPROVED

JAN 12 2015

CHIEF FISCAL OFFICER
MENOMINEE COUNTY MICHIGAN

BAB

MENOMINEE COUNTY
Claims Audit Report

Vendor Name	Vcher#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General								
Ace Hardware	39553	01/03/2015	281	Building & Ground Supplies	101-265-755.00	28.26		\$28.26
BAYSHORE VETERINARY CLINIC	39525	11/26/2014	177368	K9 Care	101-301-881.01	48.92		\$48.92
CBM Managed Services	39516	12/03/2014	STDINV78537	Inmate Meals	101-301-770.00	2,015.45		\$6,218.20
	39517	12/10/2014	STDINV78798	Inmate Meals	101-301-770.00	2,099.47		
	39518	12/17/2014	STDINV79057	Inmate Meals	101-301-770.00	2,103.28		
CLOVERLAND PAPER CO	39519	12/01/2014	106791	Towels & Delimer	101-301-770.00	78.67		\$483.79
	39520	12/19/2014	106892	Towels	101-301-770.00	30.59		
	39521	12/19/2014	106952	Gloves and Towels	101-301-770.00	109.32		
	39522	12/23/2014	106983	Inmate Supplies	101-301-770.00	24.67		
	39538	12/19/2014	106951	Toilet Tissue, Tissues, Seat Cover Disp	101-265-755.01	153.41		
	39539	12/19/2014	106953	Tissues & Liners	101-265-755.01	87.13		
Corey's Auto Salvage	39527	12/07/2014	4474	Vehicle Towing to Jail (S-10 Blazer)	205-315-755.00	150.00		\$150.00
DEKETO, LLC	39554	01/07/2015	DK 1-15	December 2014 Documents (x524)	256-277-857.00	1,048.00		\$1,048.00
DuPont, Sherry	39546	01/06/2015	Reimbursement	Mileage	101-172-860.00	26.88		\$26.88
FRIEND OF COURT ASSOCIATION -	39557	01/08/2015	Dues	FOCA Dues	101-141-803.00	75.00		\$75.00
Gralnger	39544	12/17/2014	9620686940	Blower for Courthouse Roof Top HVAC	101-265-934.00	557.00		\$557.00
INSTITUTE OF CONTINUING LEGAL	39558	12/26/2014	706697	MI Model Criminal Jury Instructions	101-267-802.00	133.50		\$133.50
Joel Hensley, RN	39555	01/05/2015	Blood Draw	S.D. (12/27/14)	101-267-801.01	100.00		\$100.00
Kleiman, Marc	39541	12/24/2014	Reimbursement	Mileage - December 2014	101-215-860.00	215.04		\$215.04
Lesperance, Diane	39551	01/08/2015	Reimbursement	Mileage (October - December 2014)	101-253-860.00	33.60		\$33.60
Manpower	39533	12/21/2014	28058265	Week Ending 12/21/14 (Krista Marcinia)	101-261-705.00	141.75		\$267.75
	39556	01/04/2015	28116237	Week Ending 1/4/15 (Regina Mistark)	215-141-705.00	126.00		
Marinette Farm & Garden	39524	12/12/2014	305868	K9 Supplies	101-301-881.01	47.99		\$47.99
Menards - Marinette	39545	12/22/2014	71084	Murphy Oil Soap	101-265-755.01	12.98		\$12.98
Nelson, John R.	39547	01/05/2015	Reimbursement	Mileage	101-101-860.11	36.96		\$36.96
Office Depot, Inc.	39537	12/11/2014	745239838001	Office Supplies (Admin)	101-172-727.00	20.22		\$20.22

APPROVED

JAN 22 2015

CHIEF FISCAL OFFICER
MENOMINEE COUNTY

RAB

MENOMINEE COUNTY
Claims Audit Report

Vendor Name	Vcher#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General								
Pack-N-Ship Center	39515	11/24/2014	11/24/14	Sheriff Department	101-301-729.00	78.92		\$78.92
Physio-Control Inc.	39528	12/18/2014	115069324	Battery Replacement Assembly	205-315-934.01	271.35		\$555.25
	39529	12/19/2014	115069618	Battery Replacement Assembly	205-315-934.01	283.90		
PLASTOCON, INC	39523	12/10/2014	83525	Dispsable Tray Liners	101-301-770.00	383.76		\$383.76
Poupore Collision & Towing	39530	12/17/2014	627	2014 Chevy Impala	205-315-934.02	288.50		\$288.50
Quill Corporation	39514	12/08/2014	8476000	Office Supplies - Sheriff Department	101-301-727.00	262.85		\$262.85
State of Michigan POB 30266	39526	12/10/2014	551-433156	Datacomm Line (10/1/14 - 12/31/14)	101-301-976.00	1,750.00		\$4,026.40
	39531	12/06/2014	551-432888	Live Scan	701-000-228.17	510.00	*	
	39531	12/06/2014	551-432888	Live Scan	101-301-755.00	16.50	*	
	39542	12/09/2014	551-433019	PO# 03027 Return of 2010 Dispatcher	266-000-393.03	1,749.90		
Stephenson Township	39540	12/23/2014	Mayville	Military Marker Setting (Jerome Mayville)	101-681-761.00	25.00		\$25.00
Success Communications, Inc.	39543	12/16/2014	3209	PO# 03028 Advanced Dispatch School	266-326-881.00	699.00		\$699.00
Time Warner Cable	39532	12/24/2014	104047100084011001/2/15 - 2/1/15		101-103-850.00	533.28		\$533.28
TWIN CITY ELECTRIC, Inc.	39535	12/19/2014	79322	Trouble Shoot NW Outdoor Camera	101-103-755.00	136.00		\$136.00
U.S. Bank Equipment Finance	39536	12/16/2014	268217312	Bizhub 423	101-172-942.00	133.07		\$133.07
Valenti, Susan F.	39548	01/06/2014	Reimbursement	Meals & Mileage - November 2014	101-131-860.00	263.10		\$464.25
	39549	01/06/2014	Reimbursement	Meals & Mileage - December 2014	101-131-860.00	174.40		
	39550	11/21/2014	M14-3628-FH	Transcript (People vs Clem)	101-131-806.00	26.75		
Waste Management	39552	01/01/2015	1483359-1856-8	January 2015	101-265-801.00	495.39		\$495.39
WISCONSIN PUBLIC SERVICE CORP - P O BOX 19003	39534	12/17/2014	0402047856-00005	Kleinke Park	208-751-920.01	38.86		\$38.86
Total Amount for Bank Account: General								\$17,624.62

APPROVED

JAN 12 2015

CHIEF FISCAL OFFICER
MENOMINEE COUNTY MICHIGAN

BBB

MENOMINEE COUNTY
Claims Audit Report

Vendor Name	Vcher#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General								
Ace Hardware								\$81.52
	39669	12/23/2014	410	Gloves	101-301-770.00	122.50		
	39669	12/23/2014	410	Credit Memo	101-301-770.00	-40.98		
ALGER-DELTA COOPERATIVE ASSOCI								\$473.66
	39678	12/31/2014	1614900	Bath House	208-751-920.01	25.97		
	39679	12/31/2014	370500	Shakey Lakes Office/Shop	208-751-920.01	120.23		
	39680	12/31/2014	379700	Storage Shed	208-751-920.01	76.23		
	39681	12/31/2014	380300	Shower Building	208-751-920.01	44.88		
	39682	12/31/2014	367100	N8390 Beach House	208-751-920.01	28.45		
	39683	12/31/2014	367200	Northwest Campsites	208-751-920.01	34.33		
	39684	12/31/2014	369802	W8449 Co Rd G12 Campsites	208-751-920.01	29.77		
	39685	12/31/2014	383001	Shakey Lakes Park/Horse	208-751-920.01	28.45		
	39686	12/31/2014	383200	N8380 Co Park Rd 20.5	208-751-920.01	28.45		
	39687	12/31/2014	383301	Shakey Lakes Park/Cattle	208-751-920.01	28.45		
	39688	12/31/2014	1503500	N8380 Co Pk Rd 20.5	208-751-920.01	28.45		
ANDERSON AUTO & RV SALES INC								\$1,090.85
	39657	11/11/2014	1315	Vehicle Maintenance	205-315-934.02	89.95		
	39658	11/11/2014	1316	Vehicle Maintenance	205-315-934.02	335.90		
	39659	11/19/2015	1317	Vehicle Maintenance	205-315-934.02	35.00		
	39660	11/21/2015	1318	Vehicle Maintenance	205-315-934.02	170.00		
	39661	11/25/2014	1319	Vehicle Maintenance	205-315-934.02	59.95		
	39662	11/25/2014	1320	Vehicle Maintenance	205-315-934.02	137.95		
	39663	12/2/2014	1321	Vehicle Maintenance	205-315-934.02	59.95		
	39664	12/11/2014	1322	Vehicle Maintenance	205-315-934.02	62.25		
	39665	12/29/2015	1323	Vehicle Maintenance	205-315-934.02	59.95		
	39666	12/30/2014	1324	Vehicle Maintenance	205-315-934.02	79.95		
ANGELIS MENOMINEE INC								\$31.55
	39640	12/31/2014	0103944-IN	Cleaning Supplies for 911	266-325-755.00	31.55		
AT&T - Carol Stream, IL								\$2,086.63
	39627	1/1/2015	906R41083901	January 1 - January 31, 2015	101-103-850.00	494.93		
	39628	1/1/2015	906753220901	January 1 - January 31, 2015	101-103-850.00	362.55		
	39629	1/1/2015	906753458201	January 1 - January 31, 2015	101-103-850.00	33.81		
	39675	12/19/2014	906863202312	December 19 - January 18, 2015	101-103-850.00	552.31		
	39676	12/19/2014	906863444112	December 19 - January 18, 2015	101-103-850.00	643.03		
AT&T Long Distance								\$1,904.28
	39690	12/19/2014	854528091	Telephone Services	101-103-850.00	1,904.28		
AT&T Mobility								\$31.27
	39585	1/12/2015	287252150867X01083901	January 1 - January 31, 2015	101-132-850.00	31.27		
Automated Confirmations, LLC								\$760.00
	39608	1/14/2015	20111186	PO# 03036 Automated Certified Transz	517-252-727.00	760.00		
Bay Cities Radio								\$90.00
	39650	12/31/2014	MC-114127313	Radio Advertising - Sheriff Department	101-301-802.00	90.00		
BP								\$238.84
	39654	12/6/2014	43269747	Road Patrol - Gasoline Charges	205-315-742.00	238.84		
Brunelle, Jennifer								\$713.72
	39587	1/12/2015	Reimbursement	Juvenile Justice Association Membersh	101-132-802.00	25.00		
	39600	1/6/2015	5732	Crisis Intervention - December 2014	296-668-801.00	675.00		
	39602	1/6/2015	Reimbursement	Holdover Supplies	101-132-801.01	13.72		

APPROVE:

MENOMINEE COUNTY
Claims Audit Report

Vendor Name	Vcher#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General								
Carquest Auto Parts	39710	12/3/2014	2825-283174	Wiper Blades & Belt	101-265-981.00	23.95		\$23.95
CBM Managed Services	39644	12/31/2014	STDINV79554	Inmate Meals	101-301-770.00	1,812.20		\$1,812.20
Cellcom Wisconsin RSA 04	39611	1/5/2015	924040	Cellular Services	296-663-850.00	55.00	*	\$284.50
	39611	1/5/2015	924040	Cellular Services	296-664-850.00	55.00	*	
	39611	1/5/2015	924040	Cellular Services	296-665-850.00	55.00	*	
	39626	1/5/2015	927378	Medical Examiner Cellular Services	101-648-727.00	119.50		
CITY OF MENOMINEE - 2511 10TH ST.	39583	12/31/2014	20102038	10/1/14 - 12/31/14	101-265-920.00	5,850.34	*	\$6,233.37
	39584	12/31/2014	90103011	10/1/14 - 12/31/14	101-265-920.00	31.36	*	
	39634	1/14/2015	January 2015	Monthly Rent	266-326-942.00	351.67		
City of Stephenson - P.O. Box 467	39671	12/18/2014	709	Annex - Water/Electric/Sewer	101-261-920.01	17.50		\$180.44
	39671	12/18/2014	709	Annex - Water/Electric/Sewer	101-261-920.02	30.00		
	39671	12/18/2014	709	Annex - Water/Electric/Sewer	101-261-920.03	132.94		
CLOVERLAND PAPER CO	39609	1/9/2015	107096	Linens & Towels	101-265-755.01	115.96		\$272.69
	39645	1/2/2015	107018	Inmate Supplies	101-301-770.00	156.73		
EAGLEHERALD PUBLISHING, LLC	39599	1/6/2015	5731	Juvenile Attendant	101-132-802.00	127.51		\$391.89
	39631	1/9/2015	1/9/15	Board Applications	101-101-901.00	43.66		
	39641	12/31/2014	1422	Sheriff Department Advertising	101-301-755.00	220.72		
Eichhorn, Garry	39693	12/31/2014	Per Diem	DHS Board	101-601-837.00	50.00		\$98.16
	39694	12/31/2014	Reimbursement	Mileage - DHS Board	101-601-837.00	48.16		
Employee Benefits Agency, Inc.	39630	1/5/2015	4803	Vision Service Plan	266-326-712.00	32.07		\$105.05
	39630	1/5/2015	4803	Vision Service Plan	266-325-712.00	17.89		
	39630	1/5/2015	4803	Vision Service Plan	701-000-231.00	12.40		
	39630	1/5/2015	4803	Vision Service Plan	266-325-712.00	12.40		
	39630	1/5/2015	4803	Vision Service Plan	266-325-712.00	12.40		
	39630	1/5/2015	4803	Vision Service Plan	266-325-712.00	17.89		
ERICKSON WAYNE	39604	1/8/2015	5739	Attorney Fees - Appeal	101-132-807.00	808.00		\$850.78
	39605	1/8/2015	Reimbursement	Postage	101-132-729.00	42.78		
Garcia Linda	39593	1/6/2015	623	Payment of Guardianship Reviewer Fee	101-148-804.00	25.56		\$131.76
	39594	1/6/2015	5728	Transport of Juvenile to Bay Pines (T.T)	101-132-801.01	16.25		
	39594	1/6/2015	5728	Transport of Juvenile to Bay Pines (T.T)	101-132-801.00	26.00		
	39595	1/6/2015	Reimbursement	Mileage - Transport of Juvenile	101-132-801.00	63.95		
GRAYBAR	39622	12/11/2014	976344453	PO# 03026 Merit Project - Annex	101-261-970.00	786.91		\$786.91
GREAT AMERICAN DISPOSAL CO THE	39701	1/1/2015	51101430	Annex	101-261-930.04	58.63		\$58.63

APPROVED

MENOMINEE COUNTY
Claims Audit Report

Vendor Name	Vcher#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General								
INSTITUTE OF CONTINUING LEGAL								
	39610	12/26/2014	988504	MI Model Criminal Jury Instructions	101-132-802.00	66.75		\$340.50
	39610	12/26/2014	988504	MI Model Criminal Jury Instructions	101-148-802.00	66.75		
	39673	12/19/2014	36986	MI Model Civil Jury Instructions	269-145-982.00	103.50		
	39674	12/19/2014	705238	MI Model Civil Jury Instructions	269-145-982.00	103.50		
Integrated Imaging, Inc.								
	39691	11/10/2014	60659	PO# 03035 Annual Maintenance Agree	256-277-857.00	793.00		\$793.00
J S ELECTRONICS, INC.								
	39637	1/1/2015	18617	Tower Lease - January 2015	266-326-942.00	425.00		\$457.53
	39667	1/6/2015	18621	Tahoe - Fan & Window Maintenance	205-315-934.02	32.53		
Jeff Naser								
	39616	1/13/2015	Per Diem	DHS Board	101-601-837.00	50.00		\$198.56
	39617	1/13/2015	Reimbursement	Mileage - DHS Board	101-601-837.00	49.28		
	39695	12/31/2014	Reimbursement	Mileage - DHS Board	101-601-837.00	49.28		
	39696	12/31/2014	Per Diem	DHS Board	101-601-837.00	50.00		
Joel Hensley, RN								
	39647	1/12/2015	Nursing Services	Nursing Services	101-301-770.01	1,365.00		\$1,424.50
	39648	1/12/2015	Reimbursement	Book - Nurses PDR	101-301-770.01	59.50		
LexisNexis Matthew Bender								
	39706	12/31/2014	1412510261	December 1 - December 31, 2014	269-145-801.00	350.00		\$350.00
Manpower								
	39618	1/4/2015	28112781	Week Ending 1/4/15 (Krista Marciniak)	101-261-705.00	283.50		\$1,134.00
	39702	1/11/2015	28139067	Week Ending 1/11/15 (Krista Marciniak)	101-261-705.00	378.00		
	39703	1/23/2014	27935232	Week Ending 11/23/14 (Krista Marcinia	101-261-705.00	472.50		
Marinette Farm & Garden								
	39652	1/6/2015	308125	K9 Food	101-301-881.01	47.99		\$47.99
Menards - Marinette								
	39615	12/12/2014	70361	Merit Project - Annex	101-261-970.00	3.96		\$73.16
	39621	12/12/2014	70319	Merit Fiber Project - Annex	101-261-970.00	26.14		
	39639	1/6/2015	72204	Conduit, Connector, Seal, Coupler, Box	101-265-830.01	43.06		
MENOMINEE ANIMAL SHELTER								
	39619	1/12/2015	1410	October 2014 Impounding	101-601-958.00	337.50		\$450.00
	39620	1/12/2015	1411	November 2014 Impounding	101-601-958.00	112.50		
MENOMINEE COUNTY CLERK								
	39708	1/12/2015	Notary Fee	Annette Filbeck	101-268-727.00	10.00		\$10.00
Michelle Larson								
	39589	1/14/2015	5746	Can Zone	296-668-801.00	54.00		\$75.28
	39590	1/14/2015	Reimbursement	Mileage - Can Zone	296-668-801.00	21.28		
MILLERS ACTION OFFICE SUPPLY I								
	39597	1/6/2015	0106098-001	Toner Cartridge	101-148-727.00	86.49		\$370.37
	39597	1/6/2015	0106098-001	Toner Cartridge	101-132-727.00	86.50		
	39633	1/8/2015	0106544-001	Toner (x2) - Vault Copier	101-215-727.00	197.38		
MPJRA - Mary Haskamp, Treasure								
	39624	1/14/2015	5751	2015/2016 Membership Dues (Sharon	101-132-802.00	75.00		\$75.00
Nutt, Michael								
	39601	1/6/2015	Reimbursement	Mileage - December 2014	296-668-801.00	69.44		\$69.44

APPROVED

JAN 15 2015

MENOMINEE COUNTY
Claims Audit Report

Vendor Name	Vcher#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General								
Omnicare, Inc.	39649	12/31/2014	4508024	Inmate Medications	101-301-770.01	1,152.87		\$1,152.87
Owens, Karen A.	39591	1/14/2015	5748	After-School Program	296-668-801.00	297.00		\$297.00
PAIDL'S TRUE VALUE HARDWARE								
	39677	12/31/2014	150008	Shakey Lakes Charges	208-751-755.02	22.00		\$63.91
	39677	12/31/2014	150008	Shakey Lakes Charges	208-751-755.02	7.23		
	39692	12/31/2014	150007	Parks, & Building & Grounds	208-751-755.02	11.94		
	39692	12/31/2014	150007	Parks, & Building & Grounds	208-751-755.02	4.99		
	39692	12/31/2014	150007	Parks, & Building & Grounds	101-265-755.01	3.79		
	39692	12/31/2014	150007	Parks, & Building & Grounds	101-265-755.01	11.97		
	39692	12/31/2014	150007	Parks, & Building & Grounds	101-265-755.00	1.99		
Przewrocki, Joan	39596	1/6/2015	5730	Transport of Juvenile (T.T.)	101-132-801.01	15.00		\$39.00
	39596	1/6/2015	5730	Transport of Juvenile (T.T.)	101-132-801.00	24.00		
Pummill Print Service Inc.	39670	1/12/2015	11475	Window Envelope & Forefeiture Notice	517-252-727.00	187.07		\$187.07
REDWOOD BIOTECH, INC.	39603	1/6/2015	8494615	Drug Tests	296-667-730.00	402.23		\$402.23
Salfai, Sharon	39606	1/12/2015	Reimbursement	Postage - File to Court of Appeals (J.D.	101-132-729.00	19.25		\$19.25
SimplexGrinnell	39613	12/29/2014	77486230	Annual Fire Alarm & Sprinkler Inspectio	101-265-801.00	1,348.00		\$1,523.05
	39614	1/5/2015	40759831	Labor Progress	101-265-934.00	175.05		
Squires-Stepniak, Rebecca	39592	1/14/2015	Reimbursement	Mileage - December 2014	296-665-860.00	246.40		\$252.38
	39598	1/14/2015	Reimbursement	Holdover & Teen Court Supplies	101-132-801.01	2.99		
	39598	1/14/2015	Reimbursement	Holdover & Teen Court Supplies	296-667-801.02	2.99		
State of Michigan - Dept. of Management & Budget	39623	12/18/2014	MIDEAL-740	January 1 2015 - December 31, 2015	101-103-755.00	230.00		\$230.00
State of Michigan - MI Dept. of Human Services	39607	1/12/2015	November 2014	Monthly Offset	292-662-843.01	19,770.60		\$19,770.60
State of Michigan - MI Dept. of State/Cash/Notary	39636	1/12/2015	Notary Fee	Annette Filbeck	101-268-727.00	10.00		\$10.00
Stateline Apparel	39638	11/26/2014	35298	Uniform Allowance - Jim McKash	101-265-745.00	71.99		\$71.99
STEPHENSON MARKETING COOPERATI - P O BOX 399								
	39655	12/31/2014	015579	Road Patrol Gasoline Charges - Decemr	205-315-742.00	946.78		\$1,020.04
	39700	12/31/2014	023851	Parks	208-751-742.00	73.85		
	39700	12/31/2014	023851	Parks	208-751-755.02	14.00		
	39700	12/31/2014	023851	Parks	208-751-742.00	-14.59		
The Advertiser	39651	12/31/2014	120236	Community Awareness (Sheriff Dept)	101-301-802.00	21.00		\$21.00
THE JANITOR'S CLOSET	39704	1/15/2015	38068	Floor Cleaner, and Bowl Brush	101-265-755.01	33.46		\$33.46

APPROVED

MENOMINEE COUNTY
Claims Audit Report

Vendor Name Vcher#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General							
Time Warner Cable 39646	12/28/2014	10404620475202800	January 6 - February 5, 2015	101-301-770.00	268.64		\$268.64
TWIN CITY SERVICE AGENCY INC 39707	1/12/2015	Bond	Notary Bond for Annette Filibeck	101-268-727.00	55.00		\$55.00
U.E.S. COMPUTERS, INC. 39672	12/31/2014	42047	Updated Network Visio for Lien Project	101-103-857.03	210.00		\$5,642.98
39639	12/30/2014	42061	December 2014 Weekly Computer Mai	101-103-857.00	1,730.00		
39639	12/30/2014	42061	December 2014 Weekly Computer Mai	101-101-727.00	9.99		
39698	12/31/2014	70135	PO# 03037 Merit Project - Annex	101-261-970.00	2,313.99		
39699	10/1/2014	69236	PO# 03038 Platinum Support by Unitre	101-103-857.02	1,379.00		
UPCAP SERVICES INC 39632	12/31/2014	830	Work Crew Services	208-751-930.04	12.00		\$84.00
39653	12/31/2014	829	Work Crew Services	101-301-935.00	72.00		
Verizon Wireless 39612	1/1/2015	9738099077	Cellular Services	101-265-850.01	86.28		\$822.86
39612	1/1/2015	9738099077	Cellular Services	101-301-850.00	394.51		
39612	1/1/2015	9738099077	Cellular Services	101-682-850.00	32.43		
39612	1/1/2015	9738099077	Cellular Services	205-315-850.00	309.23		
39612	1/1/2015	9738099077	Cellular Services	266-325-850.00	0.41		
Vincent, Daren & Lisa 39558	1/14/2015	5745	Foster Care Costs (T.T.)	292-662-843.02	241.36		\$241.36
WatchGuard Video 39656	12/18/2014	ACCINV0003026	DVD/RW (x200)	205-315-755.00	218.00		\$218.00
WISCONSIN PUBLIC SERVICE CORP - P O BOX 19003 39625	1/7/2015	0402055840-00001	Electrical - Jail	101-265-920.03	3,828.67		\$3,828.67
Xerox Corporation - 26152 Network Place 39586	1/1/2015	077512819	January 2015 (Probation/Parole Office)	101-131-942.00	95.29		\$536.51
39642	1/1/2015	077512817	December 2014 (Sheriff Department)	101-301-755.00	32.19		
39643	1/1/2015	077512818	December 2014 (Sheriff Department)	101-301-755.00	409.03		
Zeratsky Extreme Heating & 39709	11/13/2014	7605	Change Regulators on Rooftop Units &	101-265-934.00	534.50		\$534.50
Total Amount for Bank Account: General							\$61,928.35

APPROVED

JAN 15 2015

CHIEF FISCAL OFFICER
MENOMINEE COUNTY MICHIGAN

BIB

MENOMINEE COUNTY
Check Register Report

Check	Vendor Name	Vendor's Ref#	Description	Status	Check Date	Check Amount
General	Vchr#			Debit Account		\$Amount
101974	Jeff's Service	6016	Annex Car #1 - Battery	Open	01/15/2015	\$123.95
	39711			101-265-981.00		\$123.95
Total General						\$123.95
Grand Total:						\$123.95

Handwritten Signature
APPROVED

JAN 15 2015

CHIEF FISCAL OFFICER
MENOMINEE COUNTY MICHIGAN

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

 01/23/2015
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 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

01/06/2015

PERMIT#	DATE ISSUED	OWNER	ADDRESS	TWP.	PERMIT FEE
P13139-14	12/04/14	RASNER MICHAEL J	W4213 CO RD 338	INGALLSTON TWP.	\$459.00
Work :	3.GARAGE	60X80 GARAGE FOR EQUIPMENT STORAGE			007-432-004-01

Total Permits 1
Total Fees \$459.00

Cedarville Township Board Meeting

October 8, 2014

Call to Order: Supervisor Linda Peterson called the meeting to order at 7:00 p.m.

Roll Call: Supervisor Linda Peterson, Treasurer Kathie Prestin, Clerk Gina Van Hoff, Trustee Jim Prestin, and Trustee Tony Williams.

Additions to Agenda: Pay increase Precinct workers for election.

Adopt Minutes: Moved by Kathie Prestin to approve minutes, second by Jim Prestin.
Motion carried.

Fire Chief's Report:

Scheduled meeting for November 6th for Gary Gerou, Brian White, and Tom Phillips to discuss the purchase of SCBA's awarded to three departments through FEMA grant. The pumper and tanker both received DOT inspections and services. JS Electronics has been working on the antenna and cables on tower, so hoping that this will clear up issues that were occurring. Aladdin Fire Protection did an annual service of fire extinguishers. Last Adopt-A-Highway pickup has been done. Fall hydrant flushing throughout township will be done soon. Discussion on bridgework and outdoor recepticals will be brought up at November meeting and a decision will be made then. Fall county assn. meeting will be held November 6th in Nadeau Township. A letter was received dated May 23, 2014 from Bureau of State Lottery regarding the new Qualification Process. No further licenses will be issued until it is submitted. CFD had no runs in the past month.

Assessor's Report:

Long day of inspections as well as beginning the development of the land values and economic condition factors for 2015. By December Jill should have a good idea what our land values and ECF's will be for 2015.

Treasurer's Report:

Books reconciles at \$93,635.69

Moved by Jim Prestin to vote to drop the millage, second by Tony Williams. Motion carried.
Resolution 10/8/2014 B-Lin Peterson/yes, Kathie Prestin/yes, Tony Williams/yes, Jim Prestin/yes, Gina Van Hoff/yes.

Clerk's Report:

Warrant list 15458-15472, 15475-15477, and void 15473, 15474, Motion by Jim Prestin to accept the warrant list, second by Kathie Prestin. Motion carried.

Fox Park Report:

From September 10, 2014-October 8, 2014 we had 19 campers. Cash collected this period at \$15.00 per night was \$285.00. A water sample is needed quarterly. Park is closing October 30, 2014 and the toilets will be picked up.

Supervisor/Building:

Two permits; 1 for Janiga for porch deck

Sextant:

Dave handed out a copy of a Township Cemetery Ordinance, Assignment of Burial Permit, and Request for a Burial Space Name/Occupant Change after Death. Dave will check with other townships and if this is what we are going to use for records then we need it printed on card stock. Dave will update us more on the cemetery progress.

Moved by Jim Prestin to accept regular reports, second by Tony Williams. Motion carried.

Old Business:

Jim Prestin will provide information on furnace at the November meeting. Lin and Ann from Hidden Treasures Coastline discussed maps of local trails, development plans, advertising, website links, and events. The next meeting will be held October 22, 2014. Warren Zettel agreement and closing date-the township will pay for closing costs and back taxes if any. Resolution 10/8/2014 A Lin Peterson/yes, Kathie Prestin/yes, Tony Williams/yes, Jim Prestin/yes, Gina Van Hoff/yes.

New Business:

FOIA request from Leon Felch-cost to assess, mileage, photocopy costs, documents requested. Tourism meeting-advertising, Stephenson welcome center, catch and cook between boat captains and restaurants. Gina Van Hoff will get paid \$10.00 per hour for any trainings she attends. Moved by Tony Williams to approve, second by Kathie Prestin. Motion carried. Precinct workers for election will get \$10.00 per hour for trainings and election day, plus mileage. Moved by Kathie Prestin to approve, second by Jim Prestin. Motion carried. County Board-park lots for sale. When? Re-survey authorization. Walleye fishing line-Tournament-Catch and Cook program possible delay. Wells Park meeting with Ian-willing to work on economic development for area via park and community, Walleye Tourney, boat rentals, kayaks, paddleboards, and possible shuttle service to parks and or the river. Canoes and trailers available to DNR, Ian will check for use next summer.

Public Comment: None

Adjournment: Moved by Tony Williams, second by Kathie Prestin. Motion carried.

Next Meeting: November 12, 2014

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

**GOVERNING BOARD MEETING
Thursday, November 6, 2014
511 First Avenue North, Escanaba
1:30 p.m. (EST)**

MINUTES

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

MEMBERS PRESENT

Karen Wigand, Delta
Susan Kleikamp, Menominee
Dan LaFoille, Schoolcraft
Mari Negro, Menominee
Tom Lippens, Delta
Lee Robbert, Schoolcraft
Susan Phillips, Schoolcraft
Omer Doran, Schoolcraft
Ann Jousma-Miller, Delta
Ken Penokie, Delta

OTHERS PRESENT

Bill Dubord, Executive Director
Cathy Pearson, Executive Assistant
Theresa Nelson, RSVP Director
Pastor Ingmar Levin
Kris Thibeault, Finance Director
Joe Dehlin, Weatherization Director

MEMBERS ABSENT

Julie Moberg, excused
Geri Nelson, excused
Ken Bryant, excused
Doug Krienke
Dave Moyle
Cathy Mercier
Dave Anthony
John Stapleton
Kristi Wood

APPROVAL OF OCTOBER 9, 2014 GOVERNING BOARD MINUTES

Members received a draft of the October 9, 2014 Governing Board minutes for their review. They were **APPROVED WITH A MOTION FROM DAN LAFOILLE, SECONDED BY OMER DORAN; MOTION CARRIED.**

PRESENTATION OF PLAQUE TO PASTOR INGMAR LEVIN

Chair Wigand and the Executive Director presented a plaque to Pastor Ingmar Levin for 22 years of service to the residents of Menominee, Delta and Schoolcraft Counties through his service on the Foster Grandparent Policy Advisory Council, the Finance Committee and the Governing Board. Pastor Levin thanked the board and staff for their good work in helping the less fortunate in our area.

FINANCE COMMITTEE REPORT

Ms. Wigand called on Treasurer Dan LaFoille who reported that the Finance Committee met on 11/4 and reviewed the Sept. CAA Accounts Payable Schedule and recommends their approval. **SUSAN KLEIKAMP MOVED TO APPROVE THE SEPTEMBER CAA ACCOUNTS PAYABLE SCHEDULE, SECONDED BY MARI NEGRO; MOTION CARRIED.** The committee also reviewed a sole source purchase to hire Donna Beagle for training of approximately 100 employees for \$9117. **KEN PENOKIE MOVED TO APPROVE THE SOLE SOURCE PURCHASE TO HIRE MS. BEAGLE, SECONDED BY TOM LIPPENS; MOTION CARRIED.**

Karen Wigand welcomed the following two members to the Finance Committee: Susan Kleikamp and Tom Lippens. **THE FINANCE COMMITTEE REPORT WAS ACCEPTED WITH A MOTION FROM SUSAN PHILLIPS, SUPPORTED BY LEE ROBBERT; MOTION CARRIED. (see attachment "A")**

NOMINATING COMMITTEE REPORT

The Chair called on Dan LaFoille who reported that the Nominating Committee also met on 11/4/14 to review current vacancies and upcoming term expirations. He noted that they also discussed moving from a 21 member board to 18 as it is getting more and more difficult to find members. This would be done through attrition as we do not want to remove anyone who wants to serve because we have good board members. It was noted that the By-laws will need to be changed but could be worded to the effect of board size being between 15-21 and that would keep the number fluid in the event we have difficulty finding folks that also meet the proper sector requirements (at 1/3 consumer, 1/3 elected and remainder private sector). The board directed Bill to convene the By-laws committee to draft some language to put to the full board. **THE NOMINATING COMMITTEE REPORT WAS ACCEPTED WITH A MOTION FROM KEN PENOKIE, SECONDED BY OMER DORAN; MOTION CARRIED. (see attachment "B")**

APPROVAL OF CLYDE THOUNE TO REPRESENT THE MID-COUNTY SENIOR CENTER PAC ON THE GOVERNING BOARD

The Nominating Committee also reviewed a petition from the Mid-County Senior Center appointing Clyde Thoune to represent them on our board. **MR. PENOKIE MOVED TO APPROVE THE APPOINTMENT OF CLYDE THOUNE TO REPRESENT THE MID-COUNTY SENIOR CENTER PAC ON OUR GOVERNING BOARD, SECONDED BY ANN JOUSMA-MILLER; MOTION CARRIED.** It was noted that this is a Menominee County Consumer Sector seat.

SAFETY COMMITTEE REPORT

Karen Wigand called on Tom Lippens who reported that the Safety Committee met today and reviewed two accidents in the Early Childhood Program, the first involved a wall partition falling on an employee causing injury to her cheek & jawbone. She is still off of work. The second accident was an employee who bumped her head while cleaning the inside of a refrigerator. The committee also reviewed the accident protocol, particularly, the required use of specific occupational providers when there is a work injury. **LEE ROBBERT MOVED TO ACCEPT THE SAFETY COMMITTEE REPORT, SECONDED BY MARI NEGRO; MOTION CARRIED. (see attachment "C")**

ACCEPTANCE OF OCTOBER ECP MONTHLY REPORT

Members were mailed a copy of the October ECP report for their review. There were no questions or comments and **THEY WERE ACCEPTED UPON A MOTION FROM MS. KLEIKAMP, SECONDED BY TOM LIPPENS; MOTION CARRIED.**

ACCEPTANCE OF 7/30/14 HEAD START POLICY COUNCIL MINUTES

Members received a copy of the 7/30/14 Head Start Policy Council minutes and **THEY WERE ACCEPTED WITH A MOTION FROM MR. LIPPENS, SUPPORTED BY OMER DORAN; MOTION CARRIED.**

APPROVAL OF ANNUAL SELF-ASSESSMENT SCHEDULE

Members were given a copy of the annual self-assessment report for their review. They were told if they have questions they can feel free to call Kim Johnson. **KEN PENOKIE MOVED TO APPROVE THE ANNUAL SELF-ASSESSMENT SCHEDULE, SECONDED BY DAN LAFOILLE; MOTION CARRIED.**

APPROVAL OF PROPOSED 2015 BOARD MEETING SCHEDULE

Members were mailed a proposed 2015 meeting schedule and it was noted that the proposed meeting time is an hour earlier at 12:30 eastern time. A light lunch will be offered beginning at noon. It was noted that the November date is listed as 2012 and should be 2015. **MR. LAFOILLE MOVED TO APPROVE THE 2015 BOARD MEETING SCHEDULE, SECONDED BY KEN PENOKIE; MOTION CARRIED. (see attachment "D")**

ACCEPTANCE OF EXECUTIVE DIRECTOR'S PERFORMANCE APPRAISAL

Members were mailed a copy of the compiled appraisals that were returned by the board. The Chair called on Mr. Dubord who thanked the board for their vote of confidence and he thanked staff who help make him perform his job better. **TOM LIPPENS MOVED TO ACCEPT THE EXECUTIVE DIRECTOR'S PERFORMANCE APPRAISAL, MR. PENOKIE SECONDED THE MOTION; MOTION CARRIED.**

UPDATE ON ORGANIZATIONAL STANDARDS

The Chair called Bill Dubord who noted that we have been extremely busy so have been moving slowly on the items that need work for the new organizational standards that go in effect in 2016. He indicated that a review of the By-laws and Personnel Policies by an attorney are a couple of the new requirements. He noted that a first draft of the Personnel Policies will be mailed to the committee very soon and a meeting scheduled and the By-laws Committee meeting will be convened in the very near future as well.

EXECUTIVE DIRECTOR'S REPORT

The Chair called on Mr. Dubord who reported that we are still looking into the feasibility of the Catholic School property in Menominee to house our ECP and possibly other programs. We are having it inspected next week to determine an approximate cost to get all building code/systems up to par. We will update the board when we have more to report. **DAN LAFOILLE MOVED TO ACCEPT THE EXECUTIVE DIRECTOR'S REPORT, MR. PENOKIE SUPPORTED THE MOTION; MOTION CARRIED.**

PUBLIC COMMENT/OTHER BUSINESS

There were no public comments or other business.

ADJOURNMENT

There being no other business **THE MEETING ADJOURNED AT 2:07 WITH A MOTION FROM MR. LIPPENS, SECONDED BY MR. ROBERT; MOTION CARRIED.**

THE NEXT MEETING IS THURSDAY, JANUARY 8, 2015 AT 12:30 P.M. EST.

LIGHT LUNCH AVAILABLE AT NOON



Attachment "C"

SAFETY COMMITTEE MEETING MINUTES

Nov. 6, 2014

In attendance: Debby Wiltzius, Kim Johnson, Bill Dubord, Mari Negro, Tom Lippens, Omer Doran, Jill Johnsen.

The Safety Committee reviewed the following four accidents

- 1) **EARLY CHILDHOOD: (Kitchen Aide)** While cleaning and organizing small fridge on Oct. 6 stood up too quickly and bumped head. Received minor medical treatment at emergency department, receiving pain medication. **RECOMMENDATION: Exercise caution.**
- 2) **EARLY CHILDHOOD: (Teacher)** On Sept. 9 employee was looking into book bag on her desk chair when maintenance person was moving file cabinet, and wall partition fell on employee. Injury to left side of face, cheekbone to jawbone, close to ear. Employee visited emergency department Sept. 10. **RECOMMENDATION: Insure all partitions are properly secured at the base.**
- 3) **SENIOR SERVICES: (PCS)** Injured middle finger on right hand Oct. 4 while bending over to wipe up some mud from carpeting. Heard a cracking sound and tip of finger was bent. Received treatment at local medical clinic where it was noted she will need to follow up with hand surgeon/ortho for further evaluation. Could return to work Oct. 13 under light duty. **RECOMMENDATION: Remind employees work rules do not allow them to get on their hands and knees.**
- 4) **SENIOR SERVICES: (PCS)** Injured right rib while repositioning client with a Hoyer lift on carpeted floor on Oct. 19. No lost time. Visited local walk in clinic. **RECOMMENDATION: Questioned if employee used a gait belt. Also question if Hoyer lifts come with larger wheels that would work better on carpeting.**

Jill Johnsen reported on new accident/incident report policy that spells out employees hurt on the job must first attempt to be treated by workers' comp physician. If that doctor isn't available, employee should inform supervisor and received medical care elsewhere, with all follow-up medical appointments mandatory with workers' comp physician. **RECOMMENDATION: Give written policy to employees, have them sign they received policy, supervisors must place signature in personnel file. Also questioned if policy could be put on agency Web site.**

SCHEDULE OF 2015 CAA/HRA BOARD MEETINGS

The board of the Menominee-Delta-Schoolcraft Community Action Agency & Human Resource Authority, Inc. of Escanaba announces the following schedule of regular meetings during the calendar year of 2015.

The meetings are held @ 12:30 p.m. eastern time except for the July meeting (time to be announced later).

Thursday, January 8, 2015

Thursday, March 12, 2015

Thursday, April 9, 2015

Thursday, May 14, 2015

Thursday, July 23, 2015 (***Menominee mtg.***)

Thursday, September 10, 2015

Thursday, October 8, 2015

Thursday, November 12, 2015

The Governing Board meetings are held @ 511 First Avenue North in the conference room (office adjacent to our admin. office); with the exception of the July meeting that is held in either Menominee or Manistique.

Any change in the above meetings and any special meetings will be posted at least three day in advance.

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

**GOVERNING BOARD MEETING
Thursday, November 6, 2014
511 First Avenue North, Escanaba
1:45 p.m. (EST)**

MINUTES

Karen Wigand called the meeting to order at 2:08 p.m. A quorum was noted with the following in attendance:

MEMBERS PRESENT

Karen Wigand, Delta
Susan Kleikamp, Menominee
Dan LaFoilie, Schoolcraft
Mari Negro, Menominee
Tom Lippens, Delta
Lee Robbert, Schoolcraft
Susan Phillips, Schoolcraft
Omer Doran, Schoolcraft
Ann Jousma-Miller, Delta
Ken Penokie, Delta

OTHERS PRESENT

Bill Dubord, Executive Director
Cathy Pearson, Executive Assistant
Theresa Nelson, RSVP Director
Pastor Ingmar Levin
Kris Thibeault, Finance Director
Joe Dehlin, Weatherization Director

MEMBERS ABSENT

Julie Moberg, excused
Geri Nelson, excused
Ken Bryant, excused
Doug Krienke
Dave Moyle
Cathy Mercier
Dave Anthony
John Stapleton
Kristi Wood

APPROVAL OF OCTOBER 9, 2014 GOVERNING BOARD MINUTES

Members received a draft of the October 9, 2014 Governing Board minutes for their review. They were **APPROVED WITH A MOTION FROM OMER DORAN, SECONDED BY SUSAN KLIKAMP; MOTION CARRIED.**

PRESENTATION OF PLAQUE TO PASTOR INGMAR LEVIN

Chair Wigand and the Executive Director presented a plaque to Pastor Ingmar Levin for 22 years of service to the residents of Menominee, Delta and Schoolcraft Counties through his service on the Foster Grandparent Policy Advisory Council, the Finance Committee and the Governing Board. Pastor Levin thanked the board and staff for their good work in helping the less fortunate in our area.

FINANCE COMMITTEE REPORT

Ms. Wigand called on Treasurer Dan LaFoilie who reported that the Finance Committee met on 11/4 and reviewed the Sept. CAA Accounts Payable Schedule and recommends their approval. **OMER DORAN MOVED TO APPROVE THE SEPTEMBER HRA ACCOUNTS PAYABLE SCHEDULE, SECONDED BY SUSAN PHILLIPS; MOTION CARRIED.**

APPROVAL OF PROPOSED 2015 BOARD MEETING SCHEDULE

Members were mailed a proposed 2015 meeting schedule and it was noted that the proposed meeting time is an hour earlier at 12:30 eastern time. A light lunch will be offered beginning at noon. It was noted that the November date is listed as 2012 and should be 2015. **MR. LAFOILLE MOVED TO APPROVE THE 2015 BOARD MEETING SCHEDULE, SECONDED BY SUSAN PHILLIPS; MOTION CARRIED. (see attachment "D")**

ACCEPTANCE OF EXECUTIVE DIRECTOR'S PERFORMANCE APPRAISAL

Members were mailed a copy of the compiled appraisals that were returned by the board. The Chair called on Mr. Dubord who thanked the board for their vote of confidence and he thanked staff who help make him perform his job better. **MR. PENOKIE MOVED TO ACCEPT THE EXECUTIVE DIRECTOR'S PERFORMANCE APPRAISAL, MR. LAFOILLE SECONDED THE MOTION; MOTION CARRIED.** Mr. LaFoilie thanked the Executive Director for a job well done.

ACCEPTANCE OF NATIONAL & COMMUNITY SERVICE MONITORING REPORT DATED 9/4/14

Members were mailed a copy of the monitoring report that involved the Senior Companion, Foster Grandparent & Retired & Senior Volunteer Programs. Mr. Dubord indicated several recommendations were made in the report and we have already responded and received clearance. It was noticed that a major change is the requirement of fingerprints being run on any employees who are paid out of any of their funding in addition to all of the Foster Grandparent and Senior Companion volunteers. No additional funds have been provided to meet this mandate. It was suggested that members representing their county commissions check with their local Sherriff's Dept. to see if they could do the fingerprinting at a lower cost. **KEN PENOKIE MOVED TO ACCEPT THE NATIONAL & COMMUNITY SERVICE MONITORING REPORT OF 9/4/14, SUPPORTED BY MR. LAFOILLE; MOTION CARRIED.**

UPDATE ON ORGANIZATIONAL STANDARDS

The Chair called Bill Dubord who noted that we have been extremely busy so have been moving slowly on the items that need work for the new organizational standards that go in effect in 2016. He indicated that a review of the By-laws and Personnel Policies by an attorney are a couple of the new requirements. He noted that a first draft of the Personnel Policies will be mailed to the committee very soon and a meeting scheduled and the By-laws Committee meeting will be convened in the very near future as well.

EXECUTIVE DIRECTOR'S REPORT

The Chair called on Mr. Dubord who reported that we have begun operating our deliverable fuel fund program that has a great deal more requirements tied to it. Other funds that we will be utilizing also have more requirements that make it a bit more challenging to run.

The Executive Director noted that more efforts are being made at regionalizing services operated by CAA's as well. It is expected that next July the refunding application for Weatherization will be for the entire U.P. Bill reminded the members that in an effort to be prepared for possible regionalization of services, the Upper Peninsula CAA's have formed a non-profit organization called UPCAN. Its board is made up of the Executive Director and a board member from each CAA. Karen Wigand indicated that if another board member would like to serve on this board, she would gladly step down. The Executive Director reported that this group has

Karen Wigand welcomed the following two members to the Finance Committee: Susan Kleikamp and Tom Lippens. **THE FINANCE COMMITTEE REPORT WAS ACCEPTED WITH A MOTION FROM MR. PENOKIE, SUPPORTED BY MR. DORAN; MOTION CARRIED. (see attachment "A")**

NOMINATING COMMITTEE REPORT

The Chair called on Dan LaFoille who reported that the Nominating Committee also met on 11/4/14 to review current vacancies and upcoming term expirations. He noted that they also discussed moving from a 21 member board to 18 as it is getting more and more difficult to find members. This would be done through attrition as we do not want to remove anyone who wants to serve because we have good board members. It was noted that the By-laws will need to be changed but could be worded to the effect of board size being between 15-21 and that would keep the number fluid in the event we have difficulty finding folks that also meet the proper sector requirements (at 1/3 consumer, 1/3 elected and remainder private sector). The board directed Bill to convene the By-laws committee to draft some language to put to the full board. **THE NOMINATING COMMITTEE REPORT WAS ACCEPTED WITH A MOTION FROM DAN LAFOILLE, SECONDED BY OMER DORAN; MOTION CARRIED. (see attachment "B")**

APPROVAL OF CLYDE THOUNE TO REPRESENT THE MID-COUNTY SENIOR CENTER PAC ON THE GOVERNING BOARD

The Nominating Committee also reviewed a petition from the Mid-County Senior Center appointing Clyde Thoune to represent them on our board. **ANN JOUSMA-MILLER MOVED TO APPROVE THE APPOINTMENT OF CLYDE THOUNE TO REPRESENT THE MID-COUNTY SENIOR CENTER PAC ON OUR GOVERNING BOARD, SECONDED BY SUSNA PHILLIPS; MOTION CARRIED.** It was noted that this is a Menominee County Consumer Sector seat.

SAFETY COMMITTEE REPORT

Karen Wigand called on Tom Lippens who reported that the Safety Committee met today and reviewed two accidents in the Personal Care Program, the first involved an aide hurting her rib while repositioning a client. The board was informed that the aides are trained on a regular basis on proper lifting techniques. The second accident was an employee who bent her finger while cleaning up mud she tracked into the home. The committee also reviewed the accident protocol, particularly, the required use of specific occupational providers when there is a work injury. **MS. JOUSMA-MILLER MOVED TO ACCEPT THE SAFETY COMMITTEE REPORT, SECONDED BY MR. LAFOILLE; MOTION CARRIED. (see attachment "C")**

ACCEPTANCE OF SCP MONTHLY REPORT

Members were mailed a copy of the Sept. – Oct. monthly report for their review. There were no questions or comments and **THEY WERE ACCEPTED UPON A MOTION FROM MS. KLEIKAMP, SECONDED BY TOM LIPPENS; MOTION CARRIED.**

ACCEPTANCE OF POLICY ADVISORY COMMITTEE MINUTES

Members received copies of the following PAC minutes for their review: 9/29/14 (Delta) Senior Companion Program, 7/24 (Escanaba) & 9/30/14 (Mid-County) Senior Citizen PAC minutes **AND THEY WERE ACCEPTED WITH A MOTION FROM SUSAN KLEIKAMP, SECONDED BY MR. LAFOILLE; MOTION CARRIED.**

just recently accepted MSHDA homeless funding for ten counties in the U.P. They were asked when U.P. Child and Family Services dropped the grant on short notice.

THE EXECUTIVE DIRECTOR'S REPORT WAS ACCEPTED WITH A MOTION FROM TOM LIPPENS, SECONDED BY MR. PENOKE; MOTION CARRIED.

PUBLIC COMMENT/OTHER BUSINESS

The Chair called on Ann Jousma-Miller who thanked the staff and board for making her service on the board as an alternate a good experience. (She will no longer be on the Delta Co. Board of Commissioners beginning January 1st).

Ms. Wigand called on Dan LaFoille who strongly suggested folks get themselves educated on the electrical issue in the U.P. as it could have a huge negative effect. He also wished the board and staff a Happy Thanksgiving and Merry Christmas.

ADJOURNMENT

There being no other business **THE MEETING ADJOURNED AT 2:45 WITH A MOTION FROM MR. DORAN, SECONDED BY MS. PHILLIPS; MOTION CARRIED.**

THE NEXT MEETING IS THURSDAY, JANUARY 8, 2015 AT 12:30 P.M. EST.

LIGHT LUNCH AVAILABLE AT NOON

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

SENIOR CITIZENS	\$	123,124
VOLUNTEER PROGRAMS		43,822
NUTRITION		90,062
STATE & LOCAL PROGRAMS		137,760
ENERGY AND HOUSING		13,232
ASSET & LIABILITY ACCOUNTS		74,999
TOTAL	\$	483,000

SIGNED 
(TREASURER)

DATE 11-2-14

Cedarville Township Board Meeting

November 12, 2014

Call to Order: Supervisor Linda Peterson called the meeting to order at 7:00 p.m.

Roll Call: Supervisor Linda Peterson, Treasurer Kathie Prestin, Clerk Gina Van Hoff, Trustee Tony Williams

Additions to Agenda: Landfill; Moved by Kathie Prestin, second by Tony Williams, motion carried

Adopt Minutes: Moved by Kathie Prestin to approve minutes, second by Tony Williams, motion carried

Fire Chief Report:

FEMA grant meeting rescheduled do to conflict in Pamasl Fire and the Scott Air pack representative. Assistant Chief could not attend the November 5th meeting do to madatory training for MCR, so the the November meeting was cancelled. Metting with Pamasl Fire and Scott that the purchase packs that are compatible with 2160 PSI cylinders are being fazed out and will be obsolete in a few years. The industry had gone to a carbon wrapped cylinder that holds 4500-5500 PSI and that will not work with older packs. Several changes to meet the 2013 NFPA standards. Another meeting is scheduled for November 19th with the people from MSA Air Packs and then moving forward with purchasing new packs. Possibility of replacing cylinders for cascade refill system and the current ones are not capable of the higher pressure. Tom Phillips is checking into seeing if the compressor at the Menominee-Ingallston Station will be capable of filling cascade cylinders to the 4500 PSI required. Cedarville Township currently has two landing zones for Med. Flights; Cedar River North is just north of 29.60 Lane one the east side of M-35 and Cedar River South is at John Ruleau's on the west side of M-35. Gary is still waiting on word if they could use the parking lot at the Cedar Rive Harbor but no call back. Another site of interest is at the Trailhead and at Westman Dam but waiting on word from the state for use of the harbor so he would know who to contact to use state property. Landowners permission is a must. Cedar River Fire Department had no runs in the past month.

Treasurer's Report:

Books at \$102,291.11

Assessor Report:

Tax database will be ready to print the winter tax bills in order to get out by December 1st. Board of Review will be held on Tuesday, December 9, 2012 at 2.00 p.m. at the Cedar River Township hall. Michigan Tax Trbunal has received an appeal from a Cedarville Township resident, paperwork completed to respond to the resident. State Tax Commission has released the Inflation Rate Multiplier for 2015, it is 1.016% same as 2014. Linda Peterson and Jill will be inspecting new construction and finish up the last week of

townhall door and flag pole light.

Public Comment: None

Adjournment: Moved by Tony Williams, second by Kathie Prestin. Motion carried.

Next Meeting: December 10, 2014

*Approved
12/10/14*

**MINUTES
EXECUTIVE/FINANCE COMMITTEE MEETING**

TWIN COUNTY AIRPORT COMMISSION

November 13, 2014 – 3:00 P.M.
AIRPORT CONFERENCE ROOM

1. Call to order

Vice-chairperson Don Pazynski called the meeting to order at 3:07 p.m.

2. Pledge of Allegiance

Recited

3. Roll Call

Members present: Don Pazynski, Ted Sauve

Members absent: Commission Chairperson due to resignation from Commission

Others present: Ron Holmes, Airport Manager Tony Krysiak, Jeff LaFleur, Gary Scholtz, Bonnie Pazynski, Shirley Prudhomme (Peshtigo Times)

4. Approve/Amend Agenda

MOTION Sauve/Pazynski to approve agenda as presented. Motion carried.

5. Approve/Amend Minutes of July 8, 2014

MOTION Sauve/Pazynski to approve minutes of July 8, 2014 as printed. Motion carried.

6. Public Comment

No public comment was made.

7. Review October 2014 Financials, Action

Members reviewed the Reconciliation Summaries, Capital Project Outlay, Customer Balance Summary, Vendor Balance Summary and Check Detail Summary.

MOTION Sauve/Pazynski to approve check numbers 13121 through 13152 in the amount of \$55,034.34 for October 2014 and refer to full commission. Motion carried.

8. Discuss/Consider recommendation to By-Laws Committee a possible By-Laws edit: "In the absence of the Chairman or Vice Chairman, the Secretary/Treasurer shall conduct official business until either the Chair or Vice Chair are available to resume their respective duties." Action, if any.

MOTION Sauve/Pazynski to recommend to the By-Laws Committee that the following definitive statement be added to the Commission By-Laws, "In the absence of the Chairman *and* Vice Chairman, the Secretary/Treasurer shall conduct official business until either the Chair or Vice Chair are available to resume their respective duties." Motion carried.

9. Discuss administrative procedure during absence of an Airport Manager to include: check signing, distribution of agendas and minutes, lineman reporting, possible Ex/Fin committee meeting twice a month. Discussion only.

Checks will need to be signed by Menominee County Treasurer Diane Lesperance and a member of Finance committee. Sauve agreed to be the second signature on checks. Jeff LaFleur, airport employee, will take invoices to Marinette County finance to be paid, then to those individuals who need to sign the checks. Pazynski, Vice Chair of Commission, will take care of the distribution of agendas and minutes. Discussed process of advertising for a new airport manager. Recommend employee Jeff report to buildings and grounds committee chair, Sauve. Executive/Finance Committee will consider meeting twice a month if needed. Will need to appoint someone to personnel committee at regular monthly meeting, next Tuesday, November 18, 2014. It was felt the building and grounds committee could function with just two members until the January 2015 reorganization meeting. Gary Scholtz, part time employee, is scheduled for 20 hours per week. Will discuss with full Commission regarding the possibility of his working more hours, as needed. Jeff will be working with the technician to install the new Jet A Fuel Dispensing System shortly. The water line project will be put on the agenda of the November regular monthly meeting.

10. Discuss/Review Airport Manager hiring process. Review job description and salary; review possible advertising sources, determine interview process. Discussion only.

Pazynski obtained copy of ad from Sherry DuPont, secretary to Menominee County Administrator, that was used to hire the last part time airport manager. Manager Tony Krysiak provided copies of the job description to members of the Committee. Discussed possible changes to both ad and job description. Entire process of hiring new manager will need to be reviewed. Would like to expand the area where ads are placed to reach more potential candidates. Recommend Personnel and Executive Committees determine the interview process.

11. Review Capital Improvement Plan and any other pending projects.

Action, if any.

Manager Tony Krysiak provided copies of the Capital Improvement Plan through 2021, arranged by priority number, with input from the Michigan Department of Transportation and Mead and Hunt Engineering. Information on estimated costs and each Counties share are listed. Advised Committee of the need to budget for future projects accordingly.

12. Future Agenda Items

No future agenda items at this time.

13. Schedule Next Meeting

The next meeting of the Finance/Executive Committee will be at the call of the Chairperson.

14. Adjourn

MOTION Sauve/Pazynski to adjourn at 4:15 p.m. Motion carried.

Respectfully submitted,
Sally R. Witak, Secretary



MINUTES OF THE
PINECREST BOARD OF TRUSTEES

Date: Thursday, November 20, 2014	Place: Board Room
Presiding: Jeff Naser, Vice-Chairperson	Time: 2:00 p.m. Central time
Recording Secretary: Lois Ball, Executive Secretary	

Call to Order: The meeting was called to order at 2:00 p.m. Central Time by Jeff Naser, Vice-Chairperson.

Roll Call: Trustees Present: Debbi Springinsguth, Mary Harrington, Catherine Driscoll, Randall VanGasse, John Degenauer, Jr., Jeff Naser, Gary Eichhorn, Jan Hafeman, and Darlene Smith, Administrator

Trustees Absent: Gerald Smith, Elaine Boyne, and Barbara Oliver.

Leadership Team Members Present: Candace Meintz, CFO and Susan Williamson, DON.

Guests: Rose Trudell, Terry Grondine, Sandi Gauthier

TOPIC	DISCUSSION	OUTCOME
Approval of the November 2014 Agenda	There were no additions or corrections requested for the agenda.	A motion was made by Trustee Degenauer, supported by Trustee Hafeman, to approve the Agenda as presented. Motion carried.
Board Action on the Minutes of the October 23, 2014 Meeting	The minutes had been sent to the Board Members prior to this meeting for review.	A motion was made by Trustee Driscoll, supported by Trustee

*Approved
12/16/14*

<p>Review of Financial Statements for October 2014.</p>	<p>Candace Meintz, CFO, reviewed the Financial Statements with the Board.</p>	<p>Harrington, to approve the minutes as presented. Motion carried.</p>
<p>Board action on the October Manifest of Invoices</p>	<p>The Manifest of Invoices had been sent to the Board Members prior to this meeting for review. Trustee Elchhorn questioned the payment of health insurance for retired Administrator. It was explained that he has taken a Medicare Supplemental Insurance plan instead of remaining on our regular health insurance.</p>	<p>A motion was made by Trustee Driscoll, supported by Trustee Hafeman, to approve the Manifest of Invoices as presented and to pay the bills. Motion carried.</p>
<p>Board Committee Reports Whispering Pines/Powers Activity Center Committee Report</p>	<p>Trustee Driscoll reported on the Whispering Pines Board Meeting held just prior to this meeting. She noted that they welcomed Jeff Naser to the Board. There are septic issues at one facility. The Board approved the write offs for 2012 and 2013. They approved the budget for 2015 and the Capital Budget. Everyone is looking forward to the Holidays. She reported that new officers had been elected, as follows: Katie Driscoll, Chair; Elaine Boyne, Vice-Chair; Lucy Shampo, Secretary. They have an engraved clock for Mary Bradley, which they will send to her. The next meeting will be in January, there will not be a meeting in December.</p>	<p>A motion was made by Trustee Degenauer, supported by Trustee Harrington. Motion carried.</p>
<p>Board Action Items/Resolutions Review and Request for approval of Capital Budget</p>	<p>The Administrator and CFO reviewed the Capital Budget items with the Board. It was noted that over the past 5 years we had been asking for \$200,00 or less Trustee Degenauer asked to</p>	<p>A motion was made by Trustee Degenauer, supported by Trustee Hafeman. Motion carried</p>

address a letter that Board Members had received from an employee addressing the buildings, repairs needed and other concerns she had.

Administrator Smith responded saying that we are asking for funds to replace flooring and other items. She stated that she did meet with this employee during the week to discuss the concerns. We are committed to getting things taken care of here. Trustees suggested having a Committee meet to review the budget(s). Discussion continued and Administrator Smith suggested that the Budget Assumptions be reviewed at this time as well.

Budget Assumptions for 2015 Operating Budget: The Administrator and the CFO reviewed the Budget Assumptions with the Board. There was a request for a room rate increase. Discussion was held regarding the rate increase.

A motion was made by Trustee Eichhorn, supported by Trustee Hafeman, to approve the room rate increasing it to \$246.00 per resident day effective January 1, 2015. Motion carried.

Health Care costs are projected to increase approximately \$900,000 next year due to the Affordable Healthcare Act. Trustee VanGasse discussed the increased cost of health care and a wage increase listed on the Assumptions list as well. Administrator Smith noted that we will be

	<p>going into negotiations next year with both Unions and there is always a request for a wage increase. Trustee VanGasse stated that the coverage is a significant amount. Guest, Sandi Gauthier, stated that this amount covers the entire employee base.</p> <p>Trustee Degenauer stated that he would like to see the issue tabled until next month to give the Board Members time to look it over. Trustee Driscoll brought up having the Committees meets. Trustee VanGasse stated that there are standing committees and this is a process. Have one standing committee meet with Candy and go through the process. The Board reviewed the different Committees and it was decided to combine the Finance Committee and the Building Committee. The Executive Secretary will set the meeting and notify the members.</p>	
<p>Unfinished and New Business: Report of Quality Assurance and Resident Council Meetings.</p>	<p>Susan Williamson, DON reported on the Quality Assurance meeting held during the month.</p> <p>She also reported on the Resident Council meetings held at each of the 3 buildings, noting that the abuse policy had been reviewed, the Activity Calendars had been reviewed and use of Christmas decorations, extension cords and care conference meetings had been reviewed. She noted that the main house is starting a restorative</p>	

	<p>sleep program (letting the residents sleep in) and the residents are liking this.</p>	
<p>Safety Committee Meeting</p>	<p>Lois Ball, Safety Committee Secretary reported on the meeting held on November 11th. She stated that they discussed the winter parking restrictions now in place for staff, the reminder to wear proper foot wear for the inclement weather and general housekeeping duties throughout the building such as keeping carts tidy, what to do with new clothing when brought in, etc. A discussion was held at the meeting concerns falls, pressure ulcers, etc. which the QA Team will be working on. All incidents and accidents of residents and employees were reviewed.</p>	
<p>Report on Maple Grove</p>	<p>Administrator Smith reported that all 4 clients have moved into the home now and it is going well. They are community members and the program is through Northpointe.</p>	
<p>Meetings and Conferences Attended</p>	<p>Administrator Smith reported that she had attended the HCAM Meeting in Iron Mountain on 10/29, the Talent Summit in Marquette on 10/30 at which she was a presenter, the OSF Advisory Meeting on 11/4, the MCF Fall Financial Conference on November 6 and 7 with Candy, at which they learned a lot. There was a UPHP Conference Call on 11/12 and a meeting in Iron Mountain on 11/19 which they attended. She noted that they are not ready for us to start this program.</p>	
<p>Public Comments</p>	<p>There were no public comments.</p>	

Reminder of the next meeting	The next meeting is scheduled for December 13 at 4:00 p.m. Central time at the Casino with our Christmas dinner to follow.	
Adjournment	The meeting adjourned at 3:09 p.m.	A motion to adjourn was made by Trustee Degenaeer, supported by Trustee Eichhorn. Motion carried.

Elaine Boyne, Secretary

Elaine Boyne

Darlene Smith, Acting Secretary

Darlene Smith, adm 12/18/14

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

*Approved
1/15/15*

BUILDING AND GROUNDS COMMITTEE MEETING
NOVEMBER 25, 2014

MINUTES

1. Call to Order
2. Pledge of Allegiance
3. Roll Call – Present, Meintz and Sauve
4. Approve Amend Agenda – Motion to approve by Meintz, support by Sauve, motion carried.
5. Approve Minutes of November 3, 2014 – Motion to approve by Meintz, support by Sauve, motion carried.
6. Public Comment – None
7. Status of Equipment and Airport Buildings – Krysiak briefed the committee on the status of all equipment. Only concerns in the immediate future was the courtesy van that has 113,000 miles on it and the Ford F250 pickup that is 14 years old. All other pieces of heavy equipment are in good shape and there is nothing in the foreseeable future that would affect their performance. Discussion of building status centered on the terminal building. There are many doors and windows that could be updated or made more energy efficient. Some doors have rusting sills and other areas of rust appearing. Also discussed making energy improvements on our own even while a project exists on the Ten Year Plan that shows a rehab of the terminal building. Krysiak also explained that MDOT/FAA would probably not do a rehab, but a total rebuild of the building. Suggestion was made to do something every year to try to keep up with necessary repairs. Discussion about waterlines on the property took place and it was decided that the proposed replacement of the water line to the maintenance building has to wait until spring. Krysiak also stated that there are other water/drain lines that need to be, or have been, replaced. In short, those lines are 40 years old and are susceptible to breakdown.
8. Budget for Equipment Repair in 2015. – Discussed present amount budgeted for equipment repair in 2015. Discussion concluded that budget could be increased/amended if unexpected repairs become necessary.
9. Budget for Water Line Replacement – Discussion regarding replacement of the line concluded that any repair would wait until spring and a decision made then as to when to replace it.
10. Security System – Discussion took place regarding the formation of a Security Advisory Committee that would be comprised of airport tenants, users and businesses in the area who do business at the airport. Motion by Sauve, support by Meintz to present this concept to the whole commission. Motion carried.

- 11. Public Comment – Greg Paulson commented on the security system and stated the need for the airport tenants to be involved in the Security Advisory Committee.**
- 12. Future Agenda Items – Status of Buildings and Grounds. Security System Status.**
- 13. Schedule Next Meeting – Call of the Chair**
- 14. Adjourn. Motion by Meintz to adjourn. Support by Sauve. Meeting adjourned at 4:05 PM.**

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

Approved
12/30/14

BOARD MEMBERS
JEFF NASER, CHAIR
GARY EICHHORN

DIRECTOR
RUSSELL K. SEXTON

Date: November 25, 2014

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

Present: Jeff Naser, Board Member; Gary Eichhorn, Board Member; Andrew Laurin, Acting Board Secretary.

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

APPROVAL OF AGENDA:

A motion to approve the agenda was made by Mr. Eichhorn and supported by Mr. Naser. Motion carried.

APPROVAL OF OCTOBER 28, 2014 MINUTES:

Minutes of the October 28, 2014 Board Meeting were reviewed and discussed. A motion to accept the minutes was made by Mr. Eichhorn and supported by Mr. Naser. Motion passed without opposition.

FINANCIAL REPORT:

Mr. Sexton related that the Menominee County Board of Commissioners provided a FY 2015 allocation of \$6,910 for Menominee County DHS Board activities and \$3,500 for the Child Care Fund.

The financial report for October 2014 was reviewed. There were \$197.44 in expenditures for the DHS Board; leaving a balance of \$6,712.56.

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

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

DIRECTOR'S REPORT:

Mr. Sexton provided an update on the current staffing situation in Menominee County: There are 2 full time management staff including 1 children's services supervisor and 1

assistance payments supervisor. There is also 1 tri-county director and 1 general program supervisor who supervises some assistance payments staff in Delta County, Indian outreach worker in Menominee county and adult services specialists in Delta, Dickinson and Menominee counties. There is also 1 tri-county community resource coordinator who operates the volunteer services program, fund raising activities, medical transportation volunteer drivers, contracting and various other functions. There are 3 administrative support staff consisting of 2 general office assistants and 1 departmental technician. There are 3 children's protective services specialists and 2 foster care and/or foster home licensing specialists. There are 6 assistance payments specialists, 1 Indian outreach worker and 1 adult services specialist.

Statewide Director's Meeting Information:

MISACWIS – Payment Problems: Per Federal Compliance Unit, when we want to seek a direct payment with repay for a FH, we must ensure that the problem is indeed a MISACWIS problem and not worker error. All requests go through BSC 1 first.

MISACWIS – Errors: At this point they are finding that 95% of the issues are worker errors. This is understandable since we continue to become familiar with a new system. It is important that all fixes, changes, updated/expired IBPs, updated/expired/new job aides, etc., are thoroughly reviewed by yourselves and with staff to ensure we stay on top of everything and the data coming out of MISACWIS is accurate.

MISCAWIS – Performance Reports – May through October 2014:

- CPS Commencement:
 - Delta: 84%
 - Dickinson: 81%
 - Menominee: 89%
- CPS Face-to-Face:
 - Delta: 88%
 - Dickinson: 84%
 - Menominee: 91%
- Dental:
 - Delta: 78%
 - Dickinson: 35%
 - Menominee: 17%
- Medical:
 - Delta: 88%
 - Dickinson: 47%
 - Menominee: 50%

Psychological Evaluations: They are working on increasing the rate we will pay from \$300.00 to something more in line with today's rates. New contracts will be coming out at some point in the not too distant future.

FAP S.O.P.s: Must be 95% or above or a CAP will have to be accomplished (three months in a row of under 95%). If we are under 95% we have to identify what is holding us up, such as central scan or whatever else might be an issue.

BSI: Use the auto function.

- Slowness issues need to be posted every time so they can track this and work on getting it corrected. Goal is 10 seconds – if it goes longer – post it.

Help Desk: Ticket resolutions that are not proper, obviously geared toward getting it off their plate, such as “Just Re-Scan” – get these to BSC 1, along with any other issues.

AP Best Practices: BSC 1 has a lot of information in re this and we should be working with him to ensure we are doing things in the best and most efficient way possible.

Conflict Management Training: This must occur quarterly in all Triads. The training will not be the same each time – each subsequent training builds upon the prior training, thus people have to attend each quarter.

FHL Goals: BSC 1 has to license 82 new non-relative foster homes this fiscal year and we are already behind. We should be at 7 homes licensed per month at minimum. We have to provide BSC 1 with monthly updates, which must include what our expectations are for the licensing workers on a daily, weekly, monthly basis.

- There will be a monthly meeting with all supervisors and FHL Specialists.
- We also have to accomplish monthly meetings with PAFCs in regard to this. Part of the monthly report will need to include a section pertaining to what PAFCs are actively pursuing licensing new homes and which are not.

PAFC Referrals: We have to have a specific plan for making referrals to PAFCs. They are complaining to Central Office and through their Association to the Legislature, claiming that DHS is not referring out a sufficient number of cases to them. Our three counties are referring out more than 50% of our cases, so we are where we should be.

- We have to again document where our children are going, what our rotational plan is, when the PAFC rejects a placement, etc. We have a tracking sheet already from when we had to do this previously.
- There will be a monthly dialog with all PAFC directors in regard to this.
- In very short order, non-title IVE cases will be able to be referred to PAFCs as the Legislature has agreed to pay the administrative rate for those cases. This will make it easier to refer cases out as soon as we get them as we will no longer have to wait for the funding determination.
- Any rotational system will need to have elements that ensure the best interest of the children and families. It would include things such as the following:
 - Do you have a home that is the best and safest for this child we are referring?
 - Do you have a home that meets above and can accommodate 4 children?
 - Etc.
 - If they don't have such a home, cannot borrow an appropriate home, etc., we go to the next PAFC in line and keep going down the line until we find the most appropriate placement for the child or children.
- Relative Licensing Referrals to PAFCs: These need to get referred out immediately so we are not using up their time frame for licensing these homes.

The PAFC must be invited to the initial FTM so they are familiar with the case and can get started right away.

- We also need to continue to monitor and report safety and other issues we observe or come across.

Minor Parent Specialist: See the policy in BAM-201. Local offices must designate a minor parent coordinator to coordinate the delivery of services to minor parents. Refer all minor parents who refuse to comply with the requirements of this policy or withdraw their request for assistance to the minor parent coordinator. The department offers services to minor parents whether eligible for assistance benefits or not.

- AP Supervisors/FIM/GSPM – are the designated minor parent specialists in our offices.

Issues going to BSC: MISACWIS, Bridges, etc. Identify one contact person for each issue we send to them. Include every bit of information we have in regard to the problem such as case IDs, ticket numbers, screen shots, etc. Do everything possible to ensure that they are not worker errors prior to sending them in.

Collaborative Issues: No new information was provided.

Business Plan Update: Mr. Laurin provided the board with an update on current performance data including:

- Operating Funds: Menominee County allocation for FY 2014 is: \$37,406.00. Final fiscal year expenditures were: \$44,158.32, which equates to 118.1% of the allocation expended with 100% of the year elapsed.
- Travel Funds: Menominee County allocation for FY 2014 is: \$32,991.00. Final fiscal year expenditures were: \$32,302.99, which equates to 97.9% of the allocation expended with 100% of the year elapsed.
- Current Fiscal Year Operating Funds: Menominee County allocation is: \$40,140.00. Year-to-date expenditures are: \$1,356.67, which constitutes 3.4% of the allocation expended with 8% of the year elapsed.
- Current Fiscal Year Travel Funds: Menominee County allocation is: \$32,991.00. Year-to-date expenditures are: No date available at this time.

Assistance Payments:

Assistance Payments Standard of Promptness: 94.41 %. Business Services Center 1 average is 95.05% and State average is 94.51%.

Family Independence Program Work Participation Rate: 50%. Goal is 50%.

Miscellaneous:

Mr. Laurin reviewed with the board customer information as follows:

Total cases, recipients and payments for FIP, FAP, SDA, CDC and SER benefits:

- Family Independence Program: 23 cases; 54 recipients; \$10,923.00 in benefits.
- Food Assistance Program: 1,560 cases; 2,990 recipients; \$330,451.00 in benefits.

- State Disability Assistance: 13 cases; 13 recipients; \$2,448.00 in benefits.
- Child Development and Care: 25 cases; 42 recipients; \$6,334.00 in benefits.
- State Emergency Relief: 3 cases; \$785.00 in benefits.
- Unduplicated total: 1,574 cases; 3,009 recipients; \$350,940.00 in benefits.

Total Eligible Medicaid Cases and Recipients:

- Family Medicaid: 554 cases; 1,201 recipients
- Other Children < Age 21: 94 cases; 107 recipients
- Pregnant Women & Children Under 19: 702 cases; 1,251 recipients
- Non-SSI Aged, Blind & Disabled: 692 cases; 725 recipients
- SSI Aged, Blind & Disabled: 526 cases; 526 recipients
- Medicaid Eligible Total: 2,366 cases; 3,799 recipients

Total Healthy Michigan Enrollments: 1005

Mr. Laurin stated that anyone could find DHS policy for all programs, as well as anything else one would want to know about DHS at the www.michigan.gov/dhs site.

Child Welfare Data (Standard of Promptness):

CPS ISP: 96%
 CPS ISP Supervisor Approval: 100%
 CPS USP: 93%
 CPS USP Supervisor Approval: 100%
 CPS Commencement of Investigation: 100%
 CPS Investigation face-to-face total: 100%
 CPS Ongoing face-to-face opening: 44%
 CPS Ongoing face-to-face monthly: 98%
 CPS Ongoing face-to-face closing: 100%
 CPS Contact entry: 85%
 Foster Care ISP: 100%
 Foster Care ISP Supervisor Approval: 100%
 Foster Care USP: 100%
 Foster Care USP Supervisor Approval: 100%
 Foster Care Initial Medical: 0%
 Foster Care Initial Dental: N/A
 Foster Care Periodic Medical: 40%
 Foster Care Periodic Dental: 25%
 Foster Care Worker/Child Visits 1st Month: 0%
 Foster Care Worker/Child Visits 2nd Month: 25%
 Foster Care Worker/Parent Visits 1st Month Mother: N/A%
 Foster Care Worker/Parent Visits 1st Month In-Home: N/A%
 Foster Care Worker/Parent Visits 1st Month Father: N/A%
 Foster Care Worker/Parent Visits 2nd Month In-Home: N/A%
 Foster Care Worker/Parent Visits 2nd Month Mother: 30%
 Foster Care Worker/Parent Visits 2nd Month Father: 7%

Foster Care Contact Entry: 79%

Board Member Input/Suggestions: None

UNIT REPORT: None

BOARD BUSINESS:

1. **Approval of Vouchers:**

Vouchers were not available for review at this time and will be reviewed with the November vouchers during the December meeting.

NEW BUSINESS: No new business was presented.

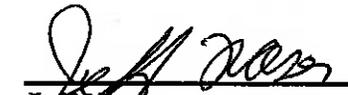
PUBLIC COMMENT: None.

NEXT MEETING: December 30, 2014 at 9:00 a.m. in the Menominee County DHS Board Room.

ADJOURNMENT: Motion to adjourn made by Mr. Eichhorn and supported by Mr. Naser. Meeting adjourned at 0926 a.m.



Russell K. Sexton
Board Secretary



Jeff Naser
Board Chairperson

Pc: DHS Board Members
Menominee County BOC

Menominee County Parks and Recreation Committee

Meeting Minutes

December 1, 2014

Approved
1/12/2015

The meeting was called to order at 5:00 pm by Bob Desjarlais at the Annex in Stephenson, MI on December 1, 2014.

Reporting for roll call were: Bob Desjarlais, Ruby Ivens, Glenn Cody, County Commissioner James Furlong, and County Administrator Brian Bousley. There was a quorum present to conduct the meeting.

Approval of agenda: . A motion was made by James to accept the amended agenda that was seconded by Ruby. The motion carried.

Minutes: A motion was made by Bob to approve the minutes from the last meeting that was seconded by Ruby. The motion carried.

Guest Speaker: Jennie Miller, Director of the Communicable Disease Program of the Public Health Department for Delta and Menominee Counties addressed the committee concerning bats and the possibility of rabies infection at the county parks. Her input had been requested by the committee prior to the proposed installation of bat houses at Shakey Lakes Park. She began her presentation with a short video concerning the danger of rabies from various sources, and then continued by sharing her personal knowledge about bats - especially how they and the public might both be protected. She stated that bats serve a very important role in the natural eco-system and that they helped keep the population of many troublesome insects in check including mosquitoes. Glenn shared the committee's desire to exclude bats from the rafters of the picnic pavilion, by installing a ceiling that would prevent them from roosting directly above the picnic tables. Bat houses would then be constructed and installed in an appropriate area away from the pavilion in an attempt to provide alternative shelter. Jennie stated that she saw no problem with the plan as long as the bat houses were high enough off the ground to be above the reach of visitors to the park, especially children. She did caution the committee concerning the need to exclude the bats from their traditional roosting area at the appropriate time of year. Female bats give birth in the warmer months extending from April through August. Their exclusion from structures needs to be conducted either before or after this period in order to prevent stranding those that are not yet able to fly.

Business:

- a. **Park Projects:** Brian reported that Alger Delta Electric Cooperative still had not ordered the new transformer for Shakey Lakes Park. Also, the new specifications requested by the DNR concerning the well project and electrical upgrades for River Park have been submitted. As soon as the DNR issues their approval, bids to accomplish the work will be solicited. Brian also reported that the parks will not receive a grant from the Hannahville Indian Community this year.
- b. **Park Manager/Park Ranger Updates:** Brian reported that all of the parks are now closed for the season. Jim Quist is the only park employee that remains on duty..

- c. **Monthly Budget Review:** Brian distributed copies of the latest budget for the committee's perusal and review. Several questions concerning clarification of specific items were raised and answered. Brian commented that the budget looks good at this point, although it was too early to report much concerning any financial activity for the month of December.
- d. **Lease Program:** Brian requested that the committee vote on the two changes to the lease policy proposed at the November meeting so that they could be forwarded to the Menominee County Board of Commissioners for their consideration. James made a motion, seconded by Glenn, that seasonal car passes must be affixed to the vehicle's windshield and that the license plate number of the vehicle associated with the pass be recorded at the time of registration. The motion carried. James made a further motion, seconded by Glenn, that the deadline for full payment for seasonal campsites be set for March 1. The motion carried.
- e. **Concessionaire Contract:** Brian also requested that the committee vote on the two changes to the concessionaire contract that had been proposed at the November meeting.: James made a motion, seconded by Ruby, that the provision concerning the administration of the coin-op laundry appliances be removed from the contract, and that two seasonal vehicle stickers be provided to the operators of the concession stand. The motion carried.
- f. **2015 Meeting Schedule:** Brian announced the committee's meeting schedule for the coming year.

Correspondence: None.

Public Comment: None

Any Other Items Members Wish to Present: There were no additional items.

James offered a motion to adjourn that was seconded by Glenn. The meeting was adjourned at 6:05 pm.

Respectfully submitted by Glenn D. Cody

*Approved
1/20/15*

MINUTES
TWIN COUNTY AIRPORT COMMISSION

December 16, 2014
AIRPORT CONFERENCE ROOM
5:00 P.M.

1. Call to order

Vice-Chairperson Don Pazynski called the meeting to order at 5:00 p.m.

2. Pledge of Allegiance

Pledge of Allegiance recited.

3. Roll call

Members present: Vice-Chairperson Pazynski, Commissioners Ronald Holmes, Charlie Meintz, Joseph Ciochetto, Ted Sauve

Members absent and excused: Commissioner Chris Plutchak

4. Approve/amend agenda. Action.

MOTION Meintz/Ciochetto to strike item #7 - Verify eligibility of J.

Ciochetto to Commission appointment – from the agenda.

Motion failed, Sauve, Holmes, Pazynski voting no.

MOTION Sauve/Holmes to approve the agenda as presented. Motion carried, Meintz voting no.

5. Approve/amend minutes of November 18, 2014 Regular Session. Action.

MOTION Meintz/Holmes to approve November 18, 2014 regular meeting minutes. Motion carried.

6. Public Comment-speakers limited to 5 minutes on agenda items.

Greg Paulson commented on Item 7 of the agenda that Mr. Ciochetto was appointed by the Menominee County Board to be seated on the Twin County Airport Commission and he hopes that action takes place at this meeting.

7. Verify eligibility of J. Ciochetto Commission appointment

Pazynski commented that no county has the right to arbitrarily dictate to the other county who they appoint to the Airport Commission. Mr. Ciochetto's

flight instructor business being performed at the airport was questioned as to it being a possible conflict of interest. Pazyński also stated in order to operate a flight school a completed permit must be obtained with the airport according to Michigan law. No permit has been applied for.

Response to conflict of interest issue by Meintz and Ciochetto was that Mr. Ciochetto is a contracted flight instructor and does not operate a flight school. He is an instructor at several airports besides this one. Meintz spoke to Menominee County Prosecuting Attorney regarding this matter and he believes there is no conflict of interest. Meintz said if Marinette County has a problem with a Menominee County appointee, they need to put that issue in writing and forward it to the Menominee Prosecuting Attorney.

Commissioners agreed to disagree as no resolution could be found at this time.

8. Discuss/Approve Nov 2014 Financials. Action

MOTION Sauve/Ciochetto to approve November 2014 Financials to include checks #13153 through #13176 in the amount of \$17,296.84 as presented. Motion carried.

9. Committee Reports

A. Building & Grounds

MOTION Sauve/Meintz to accept buildings and grounds committee recommendation approved November 25, 2014 to change the name of the Security Committee of tenants, users, and businesses to the Airport Advisory Security Committee, Motion carried.

B. Personnel

1. Holmes stated the ad for Airport Manager position has been placed in the Peshtigo Times, EagleHerald, Current and the WI & MI Association of Airport Managers publications by Menominee County Administrator Bousley after approval by the Personnel Committee.

After the first of the year an ad will be placed in the Green Bay paper also.

Twin County Airport Minutes 12-16-14

2. Pazynski reported regarding the ad placed for person to take minutes of the meetings. The file of applications was turned over to Pazynski by former Commissioner Anderson. There were only two applications besides Witak's and both were seeking full time employment. Personnel committee reviewed applications and recommends continue to hire Witak as contractor to take meeting minutes.

MOTION Sauve/Meintz to confirm the secretarial duties of Sally Witak to take minutes for the Twin County Airport Commission. Motion carried.

3. Discussion regarding starting salary to be offered airport manager applicants. Executive/Finance Committee recommended a starting salary of \$23.00 per hour to be reviewed in six months. Menominee County Administrator Bousley provided Pazynski with information on salaries of full time airport managers in Delta and Dickinson Counties. These amounts were compared with the \$20.00 per hour the former Twin County Airport Manager was receiving. Consensus of Commissioners is to use a starting range of \$20 to \$26 per hour based upon experience, qualifications and ability of the applicants.

10. Future Agenda Items

Buildings and grounds committee requests to be on next Commission meeting agenda as looking into replacement of windows and doors for better energy efficiency.

11. Public Comment

Greg Paulson commented he has email addressed to Mr. Anderson which states the security requirements of the Navy. Greg wishes to submit that information to the board.

He also has not heard a timeline on the applications for manager. He wonders how long they are going to wait to receive these applications. Regarding the minutes, Greg reads the by-laws as stating Marinette County is supposed to be taking the minutes.

The Menominee County board unanimously appointed Mr. Ciochetto and the Prosecuting Attorney's opinion was that he should be seated on this board. What more will you require – Marinette County attorney's opinion?

12. Schedule next meeting

If appropriate the reorganizational meeting will be held before the regular monthly meeting on the 3rd Tuesday of January which is January 20th. Chair Pazynski will research the matter to see if the reorganizational meeting has to be held at an earlier date to comply with the law.

13. Chairman's Comments

Chairman Pazynski provided information regarding his decision to allow former Airport Manager Krysiak to deposit a couple of bags of trash in the airport dumpster as he was moving to Florida the next morning. This was a one time special occasion to help a former valued employee of the airport. Pazynski reported Commissioners Meintz and Ciochetto disagreed with his decision. Pazynski states per the By-laws he had the authority to make this decision.

14. Adjourn

MOTION Holmes/Sauve to adjourn at 6:08 p.m.
Motion carried, Meintz voting no.

Respectfully submitted,
Sally R. Witak, minutes secretary

K. McNeely called the regular meeting of the Menominee County Library Board to order at 11:02 AM on Tuesday, December 16, 2014.

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

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

Public Participation: No public participation at this time.

M. Fagan moved to approve the minutes from the November 18, 2014 meeting. Seconded by J. Freis, motion carried.

M. Fagan moved to approve the November financial reports. Seconded by J. Freis, motion carried.

J. Freis moved to pay the December bills. Seconded by M. Fagan, motion carried.

Director's Report:

- A. The monthly circulation stat comparisons for November were in the board packets.
- B. The Friends purchased two new computers and one printer for our library. Jean Montgomery installed them, and they are working great.
- C. We participated in the Give-A-Kid-A-Book Program again this year, and the books and monetary donations were delivered to Spies Public Library last Thursday. The donated items will be distributed by the Menominee County Department of Human Services to needy children throughout Menominee County.
- D. Crochet classes sponsored by the Bay Area Medical Center's Stephenson Pharmacy will begin on Tuesday, January 6, 2015. This is the fifth year that Cheri and Wendy have volunteered their time and expertise.
- E. P. Cheski participated in an E-Rate Webinar presented by Superiorland Library Cooperative Director Suzanne Dees on Thursday, December 11. Suzanne explained the numerous changes in the E-Rate program beginning July 1, 2014. Funding for telecommunications (basic telephone services) will be phased out over the next three years.
- F. The Friends of Michigan Libraries renewal is \$35.00, which will cover all trustees on the library board. Consensus was to renew the membership for another year.

Old Business:

- A. Copier Lease Agreement – Cooper Office Equipment, Inc. – Update – The copier was delivered and installed.

New Business:

- A. **Joan Freis – Library Board Term Expires January 31, 2015 – After discussion, M. Fagan moved to send a letter to the Menominee County Board recommending the appointment of Joan for a five-year term beginning February 1, 2015. Seconded by K. McNeely, motion carried unanimously.**
- B. **2015 Holiday Schedule – After discussion, J. Freis approved the holiday schedule, including closing the library on Friday, July 3 and the four hours on Saturday, July 4, 2015. Seconded by M. Fagan, motion carried.**

Other Board Concerns: No board concerns at this time.

Public Participation: No public participation at this time.

As there was no further business, M. Fagan moved to adjourn the meeting. Seconded by J. Freis, motion carried. The meeting adjourned at 11:15 AM.



Public Health

Delta & Menominee Counties



Board of Health AGENDA

December 17, 2014
2:00p.m. (CDT), 3:00p.m. (EDT)
Pinecrest Medical Care Facility
Powers, MI

Board Members:

Bob Burie
Tom Elegeert

Jan Hafeman
Mary Harrington

Larry Schel
Tom Trudgeon

Public Health Staff:

Mike Snyder, Health Officer/Administrator
Kim Gustafson, Executive Secretary
Dr. Terry Frankovich, Medical Director
Lynn Woelffer, Director of Finance

- 1) Call to Order/Roll Call
- 2) Approval of Agenda
- 3) Approval of October 15, 2014 Board of Health Meeting Minutes
- 4) Public Comment on Agenda Items (five minutes maximum)
- 5) Michigan Community Dental Clinics (MCDC) Agreement
- 6) Personnel Committee
 - a. Employee Health Insurance
 - b. Non-union Wage Adjustment
 - c. MERS 457
 - d. Wellness Stipend Survey Results
- 7) Finance Committee
 - a. End of FY 2014 Report
 - b. American express Statements
 - c. Cost Based Reimbursement
- 8) MERS Quarterly Statement
- 9) Delta County Office Housekeeping Contract
- 10) PHDM Audit Contract
- 11) Review and Approval of October & November Check Register
- 12) Medical Director's Report
- 13) Health Officer's Report
- 14) Public Comment (three minutes maximum)
- 15) Board Member Comments
- 16) Adjournment



Public Health

Delta & Menominee Counties



Board of Health Meeting

Pinecrest Medical Care Facility
Powers, MI

Meeting Minutes

Wednesday, December 17, 2014

Board Members Present

Bob Burie
Tom Elegeert

Jan Hafeman
Mary Harrington

Larry Schei
Tom Trudgeon

Public Health Staff

Mike Snyder, Health Officer/ Administrator
Dr. Terry Frankovich, Medical Director
Kim Gustafson, Executive Secretary
Lynn Woelffer, Director of Finance

1. Call to Order/Roll Call

The regular monthly meeting of the Delta-Menominee District Board of Health (BOH) was held on December 17, 2014. The meeting was called to order at 2:00 p.m. CDT by Chairman Trudgeon. Roll call was taken by the Executive Secretary, and is recorded above.

2. Approval of Agenda

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

3. Approval of Minutes

Ms. Hafeman moved the minutes from October 15, 2014, be approved. Motion was supported by Mr. Burie and carried.

4. Public Comment

There was no public comment.

5. Michigan Community Dental Clinics (MCDC) Agreement

PHDM was approached by MCDC to partner with them in opening a dental clinic at the vacant Northern Menominee Health Center in Spalding. MCDS needs an inter-governmental transfer to collect Medicaid match funding, similar to how the Medical Access Coalition worked. The Delta County Board of Commissioners approved the inter-governmental transfer of up to \$25,000 quarterly, which will be paid back with interest.

This clinic will run on its own; PHDM will not be responsible for any staffing or program responsibilities.

Ms. Harrington moved the contract for MCDC be approved. Motion was supported by Ms. Hafeman and carried.

6. Personnel Committee

The Personnel Committee met at Public Health's Delta County office on Monday, December 15, 2014. Mr. Schei and Chairman Trudgeon gave the BOH an overview.

a. Employee Health Insurance

Public Act 152 requires PHDM employees to share in the cost of health insurance. There are three options on how the costs can be shared; hard cap, aggregated hard cap, and an 80/20 split. The Personnel Committee recommends the aggregated hard cap option since it distributes the costs most fairly among the employee classifications.

Mr. Schei moved the BOH accept the aggregated hard cap insurance option for FY15. Motion was supported by Ms. Harrington and carried.

b. Non-union Wage Adjustment

There are currently 34 non-union employees working for PHDM. The committee agreed to recommend a 2% wage increase for non-union staff for 2015.

Mr. Elegeert moved the 2% wage increase for non-union staff, be approved. Motion was supported by Ms. Hafeman and carried.

c. MERS 457

There are currently two 457 programs offered through PHDM. The 457 program is an investment option for employees. MERS also offers a 457 program. Adding the MERS 457 program will not add any additional costs to PHDM.

Mr. Schei moved the MERS 457 program be approved. Motion was supported by Ms. Harrington and carried.

d. Wellness Stipend Survey Results

Ms. Harrington feels the Wellness Stipend is a great benefit PHDM can provide because it encourages employees to get healthy. The stipend cost would remain the same at \$20 per month. Receipts must be submitted for the employee to be reimbursed.

Ms. Harrington moved the addition of Weight Watchers to the Wellness Stipend option be approved. Motion was supported by Mr. Elegeert and carried.

Mr. Burie moved the Wellness Stipend of \$20 a month for 2015 be approved, with the condition that a survey be conducted at the end of the year to measure participation. Motion was supported by Ms. Hafeman and carried.

7. Finance Committee

The Finance Committee met at Public Health's Delta County office on Monday, December 15, 2014. Ms. Hafeman and Chairman Trudgeon gave the BOH an overview.

a. End of FY14 Report

Chairman Trudgeon asked Ms. Woelffer to give the BOH a brief synopsis of the FY14 Report. She reported the agency did well overall and finished just under budget.

Ms. Hafeman moved the final FY14 Report be approved. Motion was supported by Ms. Harrington and carried.

b. American Express Statements

Ms. Hafeman reported the Finance Committee reviewed the American Express statements and everything looked to be in order.

Ms. Hafeman moved the American Express statements be approved. Motion was supported by Ms. Harrington and carried.

c. Cost-Based Reimbursement

Mr. Snyder reported PHDM has received Cost-Based Reimbursement for FY12.

8. MERS Quarterly Statement

Chairman Trudgeon briefed the BOH on the MERS Quarterly statement.

Mr. Burie moved the MERS Quarterly statement be approved and placed on file. Motion was supported by Mr. Elegeert and carried.

9. Delta County Office Housekeeping Contract

Mr. Snyder explained the SCI cleaning contract for the Delta County office is coming due on January 1, 2015. The new contract has no changes in cost or services.

Ms. Hafeman moved the SCI contract for FY15 be approved. Motion was supported by Mr. Elegeert and carried.

10. PHDM Audit Contract

Mr. Snyder informed the BOH the three year contract with Anderson-Tackman for the department's annual audit ended with the FY13 audit. PHDM did receive a new three year offer, for \$9,500 per year. PHDM has utilized Anderson-Tackman's services for at least 27 years. Delta County uses Anderson-Tackman for their audit and since PHDM is part of Delta County, it makes sense to stay with them.

Mr. Schei moved the new three year contract with Anderson-Tackman, for \$9,500 per year be approved. Motion was supported by Ms. Hafeman and carried.

11. Review and Approval of October & November Check Registers

The Board of Health reviewed the October and November check registers. Questions were answered by Mr. Snyder and Ms. Woelffer.

Ms. Hafeman moved the October and November check registers, be approved. Motion was supported by Mr. Schei and carried.

12. Medical Director's Report

Dr. Frankovich updated the BOH on Ebola. Local Public Health agencies in Michigan has monitored 54 individuals with exposure risk for Ebola. All but 11 have completed 21 days of monitoring and are no longer designated as at risk. New cases are still arising in West Africa but there have been no additional U.S. cases (total of 4).

Flu season is upon us and the Influenza A's H3N2 strain is the predominant strain being seen so far this year. About half of the circulating H3N2 viruses tested by the CDC match the current vaccine strain and about half have mutated and are no longer a good match. In spite of this, vaccine is still recommended to protect against the other circulating strains and because it is likely to provide some cross-protection against even the mismatched strain, hopefully decreasing the risk of serious flu complications. Those at higher risk should also seek medical care early in their illness so that they may receive anti-viral medication as appropriate.

13. Health Officer's Report

- Mr. Snyder announced out of the 4,000 surveys PHDM sent out for the Community Health Needs Assessment, 1,279 were returned. The data has been sent to MPHI to be analyzed, and expected to be returned in February 2015. PHDM will compile a report on the findings to be distributed when completed.
- Discussion continues about the regionalization of the health departments. The U.P. Health Officers sent a letter to Mark Miller at MDCH expressing their displeasure on how this issue has been communicated with local health departments.
- The Brown County BOH passed a resolution declaring the wind farm in Glenmore, WI, a Human Health Hazard. The resolution was based on studies and information provided by the county residents. Mr. Snyder wanted to bring this to the BOH's attention because he feels this issue may come before the BOH regarding the windmills on the Garden Peninsula.

14. Public Comment—None

15. Board Member Comments

- Mr. Schei wanted to let everyone know how much they appreciate the hard working employees at PHDM.
- Mr. Elegeert thanked the BOH for the plaque.

16. Adjournment

There being no further business, Mr. Burie made a motion the meeting be adjourned at 3:46 p.m. CDT. Motion was supported by Mr. Elegeert and carried.


Chairperson 1-21-15

MENOMINEE COUNTY FAIR BOARD MEETING

DECEMBER 17, 2014

*Approved
1/21/15*

The meeting was called to order by Larry Roetzer at 6:30 on Wednesday December 17, 2014.

Roll Call Taken: Larry Roetzer, Larry Schei, Glenn Hanson, Phyllis Kaczmarczyk, Bill Hafeman, Brian Bousley and Sandy Paschke were present. Absent: Carol Quist.

A motion to approve the agenda was made by Bill Hafeman seconded by Larry Schei and passed.

Larry asked the board members if they would approve have the mileage paid at 25 cents per mile.

A discussion was held regarding the official hiring of Sandra Paschke as the Fair Manager. Phyllis made a motion to hire Sandra as the Fair Manager and pay her the \$3,500.00 that the county apportioned to that job. The money to be paid yearly as the board members are paid on an annual basis. Motion seconded by Bill Hafeman and passed.

A discussion was held as to the date of the 2015 fair. Larry is getting the final details worked out for the truck pull and believes that it will be the 4th weekend in July. He will let Brian know as soon as he has the final details worked out and Brian will do a press release so that the word gets out to all concerned. The dates then will be the 24, 25 & 26th of July 2015.

Minutes of the November meeting were approved.

Brian handed out the Treasurer's report.

Brian handed out a copy of Bylaws for the Fair Board. There were a few changes discussed to the prepared copy. It was agreed that the board members would review the Bylaws and they will be on the agenda for the next meeting.

The next meeting will be on January 21, 2015 at 6:30.

Discussion was held in planning for the 2015 fair.

Glen Hansen will ask Miklia Marks if she will manage the Fair Queen program again this year. He will contact the Buries and see if they will perform at our 2015 fair.

Phyllis will check on getting the donuts for Ladies day/and or the Church program for Sunday morning.

A motion to adjourn was made by Bill Hafeman, seconded by Glen Hanson. Meeting was adjourned at 7:45.

Meeting adjourned

Respectfully submitted

Sandra Paschke, Fair Manager

NORTHPOINTE HEALTHCARE SYSTEMS BOARD OF DIRECTORS
Regular Monthly Meeting
MINUTES
715 Pyle Drive, Kingsford, MI
December 18, 2014 - 4:00 p.m.

Approved
1/8/15

CALL TO ORDER/ROLL CALL:

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

<u>MEMBERS</u>	<u>Present</u>	<u>Excused</u> <u>Absent</u>	<u>Absent</u>	<u>MEMBERS</u>	<u>Present</u>	<u>Excused</u> <u>Absent</u>	<u>Absent</u>
Connors, Peggy		X		Martin, Ann	X		
DeDie, William	X(4:50 pm)			Negro, Mari	X		
Dehn, Janet	X			Nelson, John	X		
Freeman, Peggy	X			Raether, Karen	X		
Hofer, Millie	X			Spence, Christine	X		
Luhtanen, Joan	X			Zevitz, Michael, Dr.	X(4:30 pm)		

REPRESENTING ADMINISTRATION: K. Thekan, B. Adrian, T. Wendt, L. Dionne, M. Wendt
G. Takala (video television conference-Iron River office)

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

PUBLIC COMMENTS

- Mari Negro stated that she had \$100.00 to donate to Sue Meade and asked everyone present to also donate. Ms. Negro stated that she would like to request a moment of silence for Ms. Meade and her tragic loss. A moment of silence was held.

APPROVAL OF THE CONSENT AGENDA:

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

- Approval of Minutes-November 20, 2014 Regular Monthly Board Meeting
- Finance Committee Meeting Report-December 15, 2014
- Planning Committee Meeting Report-December 15, 2014

ACTION: Millie Hofer asked from the Planning Committee Meeting report that the Outcomes Report be added to the agenda. Moved to approve the amended consent agenda as presented.

Motion by: M. Negro; supported by J. Luhtanen. **Motion carried unanimously.**

APPROVAL OF THE AGENDA:

(Request for additional agenda items).

Karen Raether stated that the agenda would be amended to add the Outcomes Report to it.

ACTION: Moved to approve the amended agenda as presented.

Motion by: J. Nelson; supported by P. Freeman. **Motion carried unanimously**

OUTCOMES REPORT

Millie Hofer stated that there were significant, high hospitalizations for adults in the 4th quarter of the Outcomes Report and was concerned as to what the reasons were for these. Ms. Hofer further stated there were 52 hospitalizations for one quarter and asked if they were all crisis situations. Ms. Thekan stated that when looking at the 52 hospitalizations that 13 of these were Northpointe individuals and the remaining individuals were not open clients to Northpointe. Discussion ensued and miscellaneous questions were addressed by Ms. Thekan and Mr. Adrian. Janet Dehn asked if there was a breakdown to the type of population, for the Service Outcome performance indicator in the Outcomes Report, in regards to the number of individuals discharged in the quarter when their goals were reached. Ms. Thekan stated that this performance indicator is a total and includes all populations but can be broken down. Discussion ensued and miscellaneous questions were addressed by Ms. Thekan. Ms. Thekan stated that data will be provided to the Board regarding how many individuals had a substance abuse issue in regards to the 52 hospitalizations and a breakdown of populations in regards to individuals discharged when their goals are reached.

PRESENTATION: No presentation

CEO REPORT

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

Federal/State:

- The legislators will not be taking up the General Fund (GF) supplement issue until after the Governor's budget address in March.

M. Zevitz - present at 4:30 p.m.

Local:

- Additional information regarding Michigan Rehabilitation Services (MRS) was provided to the Board in terms of what MRS does with their money for Menominee and Dickinson-Iron Counties.
- Northpointe will be submitting their annual budget submission to the State of Michigan by February 28, 2015. This data submission will be presented to the Board, hopefully by the January meeting, for their review.

NEW BUSINESS

- **Employee Donation of Vacation/Sick Time for Co-Workers**
Karen Thekan stated that information from the Northpointe attorney was just received before today's meeting regarding this above issue. Ms. Thekan stated that the attorney information was now provided along with the Northpointe Paid Sick leave and Vacation Policies. Ms. Thekan further stated that this issue was for discussion at today's meeting. Ms. Thekan highlighted the attorney's information and stated that previously Northpointe did have a policy regarding employee donation of vacation/sick time; approximately 10 years ago. Discussion ensued and miscellaneous questions were addressed by Ms. Thekan. Board members will review the information provided and this issue will be an agenda item for discussion at the January 8, 2015 Board meeting.
- **2015 New Meeting Agenda-Sample**
A sample agenda for the new Board meeting structure, Committee of the Whole (COW), was provided for review. Discussion ensued regarding a few changes which will be made to the agenda and miscellaneous questions were addressed by Karen Thekan.

W. DeDie present at 4:50 p.m.

- **Recipient Rights Committee Meeting Dates & Time for 2015-Draft**
Karen Raether reviewed the draft 2015 Recipient Rights Committee meeting dates. These dates will now be provided to the Recipient Rights Committee.

UNFINISHED BUSINESS

- **2015 Board of Director Meeting Schedule**
Karen Thekan reviewed the 2015 Board of Director meeting schedule.
ACTION: A motion was made by M. Negro, supported by J. Nelson to approved the 2015 Board of Director meeting schedule. Motion carried unanimously.

NORTHCARE REPORT

Mari Negro stated at the last NorthCare Board meeting that a generous benefits package was voted in and she had concerns regarding this. Of particular concern is the bonus payment spread out over 26 pay periods. Ms. Negro provided information on this benefits package and a lengthy discussion ensued.

CHAIRPERSONS REPORT

- Ms. Raether attended a NorthCare Board special meeting regarding insurance on November 25 and the NorthCare Board meeting on December 10.

BOARD PREROGATIVE

- Joan Luhtanen thanked Bill DeDie and the NAMI organization for the wonderful NAMI Christmas party that was recently held.

- Millie Hofer stated that she would like to refer to the November 20, 2014 Board meeting minutes regarding the calculation of administrative costs. Ms. Hofer further stated that at this time she would like to present her complete statement in regards to this, "in the administrative cost given to the Board, the clinical directors and clinical managers, were not included in the calculation of the cost. Therefore, I find it is incomplete or it is not an accurate report of how much our administrative cost at Northpointe is."

PUBLIC COMMENTS – No public comments

ADJOURNMENT

Chairperson Raether stated the meeting adjourned. Meeting adjourned at 5:20 p.m.

The next regular monthly Board meeting is scheduled for **Thursday, January 8, 2015 in Kingsford, Michigan at 4:00 p.m.**

Karen Raether, Chairperson

Peggy Connors, Secretary

Mary Wendt, Board Secretary



**MINUTES OF THE
PINECREST BOARD OF TRUSTEES**

Date: Thursday, December 18, 2014	Place: Island Resort and Casino, Harris MI
Presiding: Barbara Oliver, Chairperson	Time: 4:05 p.m. Central time
Recording Secretary: Lois Ball, Executive Secretary	

Call to Order: The meeting was called to order at 4:05 p.m.

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

Leadership Team Members Present: Susan Williamson, DON, Candace Meintz, CFO, Sharline Corrigan, Billing Specialist

Guests: Gerald McCole, Rory Mattson, Diane Mattson

TOPIC	DISCUSSION	OUTCOME
Approval of the December Agenda	Administrator Smith asked that an item be added under number 6: Report from Rory Mattson, Timber Consultant.	A motion was made by Trustee Hafeman, supported by Trustee Degenauer to approve the December Agenda with the addition of item

<p>Board Action on Minutes of November 20, 2014 meeting</p>	<p>Minutes had been sent to Board Members prior to this meeting.</p>	<p>number 6, Report from Rory Mattson, Timber Consultant. Motion carried.</p> <p>A motion was made by Trustee Hafeman, supported by Trustee Degenauer, to approve the minutes as presented. Motion carried.</p>
<p>Review and approval of Financial Statements for November 2014</p>	<p>CFO Meintz reported that due to time constraints, she did not have the Financial Statements to present at today's meeting. Trustee Degenauer suggested that unless there were red flags that the Board would need to be made aware of the Financials could be reviewed at the January meeting.</p> <p>The Manifest of Invoices had been mailed to Board Members prior to this meeting for their review.</p>	<p>A motion was made by Trustee Springsinguth, supported by Trustee Boyne, to allow the financial statements to be presented at the January meeting. Motion carried.</p> <p>A motion was made by Trustee Degenauer, supported by Trustee Smith, to approve the Manifest of Invoices and to pay the bills. Motion carried.</p>
<p>Board Committee Reports Whispering Pines Committee</p>	<p>Trustee Driscoll reported that the Whispering Pines Committee did not hold a regular meeting, but did have a special meeting to discuss the issue at Willow Creek regarding a leaking pipe. This issue has been put on hold until spring.</p>	<p>A motion was made by Trustee Boyne, supported by Trustee Smith, to approve the Whispering Pines Committee Report. Motion carried.</p>
<p>Finance and Building Committees Report</p>	<p>Trustee Naser stated that what it boils down to is that we must provide affordable health care to our employees. He deferred the issue to CFO Meintz to explain. She told the Board that currently we have about 55 employees on our health care. In 2015 we will have to offer it to all</p>	<p>A motion was made by Trustee Hafeman, supported by Trustee Degenauer, to approve the 2015 Operational Budget. Motion carried.</p>

	<p>employees who work over 30 hours in a pay period. Our Insurance Agent has been seeing 8 to 10 percent increases, but noted that we have a high usage so ours may be more. She used a 15% increase when working it into the budget. This is why we see a \$697,714.00 loss for next year in the operational budget. This is a projection. Administrator Smith added that we are also going into negotiations with both Union in 2015.</p>	
<p>Board Action Items Request approval of additional 2014 Capital Budget</p>	<p>CFO Meintz explained that in regards to the renovations at the Administrator's house there was a misunderstanding and now Whispering Pines has presented us with a bill for work done by their maintenance person for almost \$11,000. She explained that there is enough money in the Capital Improvement Fund to cover to invoice so it would not come out of operational budget and she would be capitalizing the costs. Trustee VanGasse stated that the Finance Committee had reviewed this and had recommended that this be brought forward to the Board for approval.</p>	<p>A motion was made by Trustee VanGasse, supported by Trustee Smith, to approve the additional amount of \$10,915.52 be paid to Whispering Pines for work done on Maple Grove. Motion carried.</p>
<p>Request approval of 2015 Capital Budget</p>	<p>Trustee Degenauer stated that the Finance and Building Committees had met 2 weeks ago and went over it, and we understand that we need to make these purchases. Administrator Smith discussed the purchase of a bus. She stated that Trustee Springsinguth had been working with her son-in-law on this item. He owns Checker Transit in Marquette and she</p>	<p>Trustee Degenauer made a motion to approve the 2015 Capital Budget with provisions as discussed. Support was given by Trustee Naser. Roll Call Vote for acceptance as stipulated: Trustee Smith – aye</p>

	<p>had him look at what we could do. She stated that she would abstain from voting if it concerned her son-in-law. Administrator Smith stated that she had talked with Activities and they use the bus at least once a week, she will investigate the use of the bus further. Trustee Degenauer asked if they could make a motion that if the cost comes in cheaper we would do that, it would change the budget. Trustee VanGasse asked if we could back out of the budget the cost of the bus. Trustee Degenauer ask if we went with renting a bus, it wouldn't be a purchase. They discussed the budget at Committee with the \$65,000 included, if the vote fails we'll take the \$65,000 out. Trustee VanGasse noted that if it is a rental then the budget would have to be amended. Trustee Degenauer recommended that they keep the motion on the floor and that there be a roll call vote.</p>	<p>Trustee Boyne – aye Trustee Springinsguth – aye Trustee Harrington – nay Trustee Oliver – aye Trustee Driscoll – aye Trustee VanGasse – aye Trustee Naser – aye Trustee Eichhorn – nay Trustee Hafeman – aye Chairperson Oliver stated that the budget had been approve as such with the roll call vote. Motion carried.</p>
Request Approval of 2014 Operating Budget	The Operating Budget was approved during the Finance and Building Committees Reports.	
Request approval for Write off of Bad Debts	<p>The Board was asked to approve a Write off of Debts in the amount of \$57,901.93. A lengthy review of what is being done to collect these debts was discussed. Trustee Degenauer stated that he plans to discuss this with Mr. McBroom and Mr. Casperson. The Board acknowledged that the staff is doing the best they can, but needs support from higher up (Legislators).</p>	<p>A motion was made by Trustee Boyne, supported by Trustee Degenauer, to approve the Bad Debt Write Offs in the amount of \$57,901.93. Motion carried.</p>

<p>Report from Rory Mattson, Timber Consultant</p>	<p>Mr. Mattson addressed the Board to tell them that the survey of the land is complete and soon he will be ready to run the lines. He will be asking for money to purchase paint to do that and for stamps to send out bids. He would like to put it up for bids on a scaled sale and put it up this winter, giving the logger 2 to 3 years to finish the cut. Trustees Naser, Smith and Eichhorn are the Board Members who make up the sub-committee to deal with this. The logger will have the receipts and it will be his responsibility to get the receipts to the Committee person in charge of receiving them. Mr. Mattson would like to paint the lines (blue paint). Get bids out by February. He will contact Trustee Naser and come back to the Board when the bid packets have been received.</p>	
<p>Quality Assurance and Resident Council Committee Meetings</p>	<p>Susan Williamson, DON, reported on the Quality Assurance Meeting for December and the Resident Council Meetings at each home for the month of December.</p>	<p>A motion was made by Trustee Degenauer, supported by Trustee Springinsguth, to approve the report as presented. Motion carried.</p>
<p>Report of Safety Committee</p>	<p>Lois Ball, Safety Committee Secretary, reported on the Safety Committee meeting for the month of December. All incidents and accidents of all residents and staff were reviewed at this Safety Committee meeting.</p>	<p>A motion was made by Trustee Degenauer, supported by Trustee Driscoll, to approve the Safety Committee Meeting report as presented. Motion carried.</p>
<p>State Report</p>	<p>Administrator Smith reported that there had been a surveyor in the building to investigate a self-reported incident. We did correct the issue, but at the time we did not have an opening to move the resident and take care of the issue sooner. We did receive a citation for this.</p>	<p>A motion was made by Trustee Hafeman, supported by Trustee Smith, to approve the reported as presented. Motion carried.</p>

<p>Administrator's Report</p>	<p>Administrator Smith reported that she attended the Water Authority Meeting on December 3rd. On the 8th she and Lois did a conference call with the EDEN Alternative to renew our process with them. On the 10th she attended a HCAM Meeting. UPHP has been moved from a January 1 start up date to March 1, but we still don't know how we will be billing. She noted that we are working with the North Menominee Clinic. We are renting a couple of rooms to them over at Whispering Pines where they see a few clients and are finishing up their paperwork.</p> <p>Tomorrow (Friday, December 19th), she along with Trustees Naser, Smith, and Eichhorn will meet with Neil Palmer from ATC.</p> <p>She did attend services for Mary Bradley on Tuesday and we did send a plant from the Board.</p> <p>There were no comments from the public.</p> <p>The meeting adjourned at 4:55 p.m.</p>	<p>A motion was made by Trustee Hafeman, supported by Trustee Smith, to approve the Administrator's report. Motion carried.</p>
<p>Comments from the Public</p> <p>Adjournment</p>		<p>A motion was made by Trustee Hafeman, supported by Trustee Harrington, to adjourn the meeting. Motion carried.</p>

Elaine Boyne, Secretary

Barbara J. Quinn

Darlene Smith, Acting Secretary

Darlene Smith ADM 1/23/15