

“Menominee – Where the best of Michigan begins”

MENOMINEE COUNTY BOARD OF COMMISSIONERS

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

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

The Menominee County Board of Commissioners
will meet on Tuesday, December 27, 2011 @ 5:30 p.m. CST
at the Menominee County Courthouse, Courtroom B

AGENDA

- A. Call to Order
- B. Pledge of Allegiance
- C. Roll Call
- D. Approval of the Agenda
- E. Approval of Previous Minutes
 CB – Dec. 13, 2011
- F. Public Comment (*Statements, not debate, limited to 5 minutes per person on agenda items only*)
- G. Presentations (*limited to twenty minutes*)
- H. Department Head/Elected Officials Reports (*limited to ten minutes*)
- I. Action Items
 - 1. Moved by _____ seconded by _____ to appoint Jason Lauzer to the Twin County Airport Commission representing Menominee County. Term to expire 12/31/2015. (*To replace a resigning member's term*).
 - 2. Moved by _____ seconded by _____ to approve the 2012 Campsite Lease agreements for Kleinke and Shakey Lakes Parks and to approve the Policies and Procedures to be sent with the Lease site agreements.
 - 3. Moved by _____ seconded by _____ to approve the agreement from Katelin Brown for development of a County Park Website for Shakey Lakes and Kleinke Parks, to be linked to the Menominee County Website. Cost of the Website is \$1,500 to be disbursed from account # 208-751-880.00 (Programming/Recreation).
 - 4. Moved by _____ seconded by _____ to approve Resolution 2011-19 ~ Compliance with Public Act 152 of 2011.
 - 5. Moved by _____ seconded by _____ to approve going “Live” with the Maps InDeed GIS website for Menominee County with the costs for information as listed in the site.
 - 6. Moved by _____ seconded by _____ to approve Miscellaneous Bills as paid on Nov. 17, 23 & Dec. 6, 2011 in the amount of \$156,094.23.

James Furlong - Chairperson

Bernie Lang - Vice Chairperson

Charlie Meintz

Mark Jasper

Jim Pearson

7. Moved by _____ seconded by _____ to approve Commissioner Per Diems & Expenses as recently submitted for payment.

8. 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. Vacation leave payout for Debra Wormwood

2. Building and Grounds/Park Items:

a. HVAC Project for the Jail – Resolution for USDA

b. Firewood sale at Kleinke Park

c. Surveillance System Replacement for Jail

3. Miscellaneous Items:

a. Miscellaneous Boards expiring appointments

b. Housing Re-habilitation – Larry Wall – Lead abatement

4. Finance Items

a. Miscellaneous Bills as paid on Dec. 9 & 21, 2011 in the amount of \$159,635.75.

K. Moved by _____ to go into closed session, for strategy and negotiations of Courthouse, Corrections, and Road Patrol collective bargaining agreements. (Pursuant to the Open Meetings Act, Act 267 of 1976, 15.268 Section 8 (c)). Motion seconded by _____,

Individuals attending closed session:

L. Moved by _____ seconded by _____ to return to open session at _____ pm.

May consider voting on the final Courthouse, Corrections and Road Patrol collective bargaining agreements

M. Misc. Boards/Committees/Commissions Reports

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

O. Commissioner Comment

P. Any other items members may wish to present

Q. Adjourn

December 13, 2011

UNAPPROVED

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

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

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

Present: Coms. Furlong, Jasper, Lang, Meintz, Pearson

Absent:

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

Com. Lang stated that the November 22, 2011 County Board Minutes needed to be amended to reflect that the motion to pass Resolution 2011-18 should read "Resolution in support of *constitutionally* guaranteed revenue replacement should the state repeal personal property taxes". Com. Meintz asked if the resolution that was passed did in fact read that way. Com. Furlong and Com. Lang stated that it did. After reviewing the audio recording of the November 22, 2011 County Board Meeting, the way the resolution as read and approved did not include the word "Constitutionally". Com. Furlong asked Com. Lang at that meeting during discussion if he would like to amend his motion to add "Constitutionally", he stated he did not feel the need to amend the motion. Therefore, the motion and resolution from the November 22, 2011 meeting should not be changed unless a new motion is made and approved.

Moved by Com. Pearson, seconded by Com. Jasper to approve the minutes from the November 22, 2011 Regular County Board Meeting as amended. Motion was approved 5-0.

Chairman Furlong called for public comment.

Public Comment:

-Ruby Ivens – Asked if she would be permitted to speak during New Business under Building and Grounds/Park Items:

Presentations:

- Menominee County Space Needs Study – Brian Neumeier
- InSequence, Maps-InDeed – William Kennedy

Department Head/Elected Officials Reports:

- Diane Lesperance – Her office is working with the local veterinarians to sell dog license.
- Sheriff Ken Marks – Updated the County Board on the new Drug Disposal Program.

Moved by Com. Lang to approve the "Opt Out" option in order for Menominee County to comply with Public Act 152. Com. Lang stated that a single vote tonight can deduce the spending ability of the county employees by over \$1,000 per year. Motion died for lack of support.

Moved by Com. Meintz, seconded by Com. Jasper to approve the “20/80” option in order for Menominee County to comply with Public Act 152. (20% employee paid, 80% Employer paid health insurance) Motion was approved 4-1 with Com. Lang voting nay.

Moved by Com. Jasper, seconded by Com. Pearson to approve Miscellaneous Bills as paid on Nov. 10 & 16, 2011 in the amount of \$115,668.34. Motion was approved 5-0.

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

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

New Business (discussion only)

Personnel Items:

- a. Vacancy on Twin County Airport Commission – The vacancy has occurred because of the resignation of John Hartz. Brian Bousley stated that the county will be accepting applications until noon on December 21, 2011. Com. Furlong stated that he would like the Prosecuting Attorney Dan Hass to screen the applications for conflicts before the board makes a decision. Com. Furlong stated that he tried contacting John Hartz to ask why he was resigning, and received no answer.

Building and Grounds/Parks Items:

- a. Camp Host at Kleinke Park – The Parks Committee would like to implement a Camp Host at Kleinke Park this year. Com. Jasper feels that we should try it for a year and see how it works. Com. Meintz stated that initially he was against this idea, but after learning more about it, he is in favor of it. Ruby Ivens from the Parks Committee explained about a State of Michigan training she went to regarding Camp Host and feels this will be very beneficial. Com. Furlong feels it is a good idea and is wondering if the park rules are enforceable ordinances. Com. Pearson asked if this would be filled through an application process. Brian Bousley stated that it would. The consensus of the board is to move this item forward to the next meeting. They would like to approve the concept using the State of Michigan guidelines and application. They could then approve the position at a later meeting.
- b. Lease Agreement Policy and Procedures – Brian Bousley explained that this has never been put in writing before, and would like to have it in writing now just in case a problem arises. Some campers at Kleinke Park would like the lease date to run on the 1st or 15th of each month. Com. Pearson asked about having a lottery system to determine who receives which lease sites to make it an equal process. Com. Meintz stated that the Parks Committee has spent a lot of time working on this. The consensus of the board is to move this item forward to the next meeting.
- c. Parks Website Link – This would help promote the county parks more. Brian stated this is something that the county could do on our website. Com. Meintz asked if there is a way to increase how many people view this website. Com. Pearson feels that it should be a professionally done website, because there is nothing worse than an unprofessional website. The consensus of the board is to move this item forward to the next meeting to approve having Katelin Brown develop a website for the parks.

Miscellaneous Items:

- a. NONE

Finance Items:

- a. Miscellaneous Bills as paid on Nov. 17, 23 & Dec. 6, 2011 in the amount of \$156,094.23. The consensus of the board is to move this item forward to the next meeting.
- b. Commissioner Per Diems and expenses. The consensus of the board is to move this item forward to the next meeting.

Moved by Com. Meintz, seconded by Com. Jasper to go into closed session, for strategy and negotiations of Courthouse and Corrections collective bargaining agreements. (Pursuant to the Open Meetings Act, Act 267 of 1976, 15.268 Section 8 (c)). Individuals attending closed session: All five commissioners, Administrator Brian Bousley, and County Clerk Marc Kleiman. Motion was approved at 7:10 p.m. by a roll call vote 5-0.

Moved by Com. Meintz, seconded by Com. Pearson to return to open session at 7:28 p.m. Motion was approved by roll call vote 5-0.

Misc. Boards/Committees/Commissions Reports:

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

Public Comment:

-NONE

Commissioner Comment:

-Com. Pearson asked when we would be holding a meeting in Courtroom A. Brian Bousley said we could hold the reorganizational meeting there. Com. Pearson also wants to look at moving the emergency manager and other services to Mellen Township. He would also like the video streaming of the County Board meetings to start soon.

-Com. Meintz asked several questions about the airport situation and Jeff Lefleur's temporary pay raise. He asked how that works with Jeff already having a contract. Com. Pearson explained that it will only be until the position is filled. Com. Meintz asked if it was legal to do, and if it was done at a special meeting. Asked about why the county board doesn't have more involvement in the things that are happening at the airport i.e. the airplane crash and fuel tank incident. Com. Meintz would like to wish everyone a Merry Christmas and safe travels.

Any other items members may wish to present:

-Com. Meintz also would like to make sure it is on the agenda for the next meeting to get the Maps-InDeed website up and going.

-Com. Jasper asked if the monitor in the courtroom could be adjusted for better viewing.

Moved by Com. Meintz, seconded by Com. Pearson to adjourn at 7:40 p.m. Motion was approved 5-0.

James Furlong, Chairman

Marc Kleiman, County Clerk

MENOMINEE COUNTY BOARD OF COMMISSIONERS AGENDA ITEM

SUBJECT:	Vacancy on Twin County Airport Commission
DEPARTMENT:	Administration
ATTACHMENTS:	Yes
SUMMARY:	
<p>Menominee County representation on the TCAC has resigned. Vacancy has been sent to the newspapers for recruitment of applications. Applications will be accepted until noon on December 21, 2011.</p>	
RECOMMENDED MOTION	
<p>Only one patron submitted an application and letter of interest, Jason Lauzer. His letter of intent is enclosed. His application was sent to the commissioners. Commissioners to appoint a member to the Twin County Airport Commission, with a term to expire on 12/31/2015</p>	

Submitted by: **Brian Bousley**

 12/21/2011
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):

RECEIVED

12/2/11 M.

Menominee County Administrator

Nov. 30, 2011

Meominee County Board of Commissioners:

With this letter, I hereby resign my position on the Twin County Airport Commission effective immediatly.



John D. Hartz

NOTICE

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

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

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

Applications may be obtained at the County Clerk's office, the County Library, the Administrative office or on the County website at www.menomineecounty.com under "Latest news". Applications are **due December 21, 2011 at 12:00 Noon (CST)**.

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

Eagle Herald: Please publish once the week of Dec. 4th and once the week of Dec. 11th.

Lufts & Journal: Please publish once the week of Dec. 11th

December 6, 2011

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

Dear Menominee County Commissioners:

Enclosed you will find my application for appointment to the Airport Commission. Please allow me the opportunity to outline my qualifications for this opening.

I am currently employed at Marinette Marine Corporation as a manager in the Program Management department. I hold a Master's Degree in Business and have ten years of business experience in budget management, supervision, and project planning. I also have experience in process improvement and working in teams to accomplish tasks.

I hold a commercial pilot's license with experience as an airline pilot. I have five years teaching experience in aviation with three of those years as a flight instructor at the Twin County Airport. I know first-hand what the airport is capable of and would enjoy being a part of the leadership team that sees a bright future for our airport.

I previously held positions with the Menominee County Planning Commission and Parks and Recreation Committee. I am versed in Robert's Rules of Order, bylaws, and aviation regulations.

Please contact me if you have any questions.

Sincerely,



Jason Lauzer

RECEIVED
12/7/11
Menominee County Administrator

MENOMINEE COUNTY BOARD OF COMMISSIONERS AGENDA ITEM

SUBJECT:	Lease Agreement Policy and Procedures
DEPARTMENT:	Parks/Administration
ATTACHMENTS:	Yes
SUMMARY:	
<p>The Parks committee would like the County Board to approve policies and procedures for the lease sites, such as length of leases at both parks, requesting to move to an alternate site, ratio of lease sites to day use site on the water, etc.</p>	
RECOMMENDED MOTION	
<p>To approve the 2012 Campsite Lease agreements for Kleinke and Shakey Lakes Parks and to approve the Policies and Procedures to be sent with the Lease site agreements.</p>	

Submitted by: **Brian Bousley**

 12/21/2011
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):

2012 SEASONAL CAMPSITE LEASE
- PLEASE READ CAREFULLY -

THIS INDENTURE, made this _____ Day of _____, 20___, by and between Menominee County

Parks, Shakey Lakes Park, Stephenson, MI 49887, hereafter referred to as "LESSOR", and

Of _____, hereafter referred to as "LESSEE."

WITNESS, that the Lessor does hereby lease, demise and let unto the Lessee the following described premises situated in the Township of Lake, County of Menominee, the State of Michigan, described as Site Number and Area, to-wit:

TERM: To hold for a term of _____ beginning on the ___ Day of _____ and ending on the ___ Day of _____.

RENTAL: Lessee shall pay for the total seasonal rent \$ _____ for the term, payable as follows: One payment to be paid in full by February 15, 2012.

FAMILY & GUESTS: It is agreed and understood that the seasonal family consists of father and/or mother and/or children. The seasonal site rental is for the sole use of your family and that any other person or persons using your camper must register with Lessor and pay the regular overnight campsite fee. All day visitors or overnight guests will be charged an additional fee. Guests must camp in your camping unit only. It is further agreed that dependant children are not allowed to occupy the campsite without their mother or father present. This site may not be sublet or transferred. Guest and visitor passes will be available and issued by the Lessor. LESSEE is responsible for the conduct of their guests and visitors.

SEASONAL CAR PASSES: ALL VEHICLES entering the campground must display 2012 pass or daily use pass. Only two vehicles are allowed at each site, additional vehicles will be parked in (the) guest parking lot. **Guest and visitor passes are issued at the discretion of the lessor and may be restricted on holiday or busy weekends.**

INSURANCE: All seasonal campers must maintain their own insurance for any or all damage to their property and equipment while parked or stored inside or outside the Lessor's premises.

CONDITION OF CAMPING UNIT: All camping units over ten (10) years old must have prior approval of Lessor. Lessee agrees to keep their camper in proper repair and condition during the term of this agreement. Household type air conditioners are not permitted.

MAINTENANCE OF SITE: Lessee agrees to maintain the area of their site excluding grass cutting which will be performed by the Lessor. All planting of flowers, shrubs, etc., must be approved by Lessor and becomes the property of Lessor. On site sheds (must be of a rubbermaid or heavy plastic material and maximum size to be determined by Parks Superintendent)(Max. H-8'; L-7'; W-7' or H-6'; W-7'; L-8'), porches, decks screen houses or other such buildings or structures are permitted with approval of the Parks Committee. All garbage will be placed in appropriate campground receptacles in timely manner. No generators allowed in park.

FIREWOOD, PATIO AND BUG LIGHTS: Patio and bug lights shall be turned off when camper is not occupied and when retiring for the evening. No large wood piles will be allowed without approval of Park's Superintendent.

CAMPGROUND RULES: Lessee acknowledges they have read this agreement as well as the list of campground rules (attached) of the Menominee County Shakey Lakes Park and agrees to abide by both.

LIFEGUARD: The undersigned acknowledges that there will be no lifeguard on duty on the premises. The undersigned, his/her family and guests using boats of any type, swimming or being in the area of the pool, pier, beach or shoreline will be doing so at their own risk and shall hold the lessor harmless from any liability thereon and shall assume all responsibility for supervision of their family and guests. **This contract constitutes acknowledgment of the signing of a full release for this liability and responsibility.**

DEFAULT: If the Lessee does or shall neglect to perform and observe any or either of the covenants and conditions hereinbefore contained which on his or her guests part are to be performed, the Lessor lawfully may immediately or at any time thereafter any while such neglect or default continues, evict the said Lessee and those claiming under him and remove their effects without prejudice or any remedies which might otherwise be used for ridders of rent and such expulsion in removing, whether by the direct act of the Lessor or his assigns, or through the medium of legal proceedings for the purpose instituted, shall not affect the liability of the Lessee or his representatives, for the past rent due or future rent to accrue under this lease, but the same shall continue as if such removal or expulsion have not taken place. The Lessee further covenants to pay and discharge all responsible costs, attorneys fees and expenses that shall be made and incurred by the lessor in enforcing the covenant and agreements of this lease.

TERMINATION: Lessor reserves the right to terminate this lease at any time for any reason. If Lessor terminates lease during the term of agreement, LESSOR will refund on a pro-rata basis. Termination may be enforced immediately by Park Superintendent.

LESSEE may within ten (10) days file an appeal to the County Parks Committee. The County Parks Committee must respond with a written response or a scheduled public hearing within thirty (30) days. If the issue is not resolved to lessee's satisfaction, the lessee may within ten (10) days appeal to the Menominee County Board of Commissioners who within sixty (60) days shall respond with a written response or have the issue placed on a monthly agenda.

END OF TERM: The Lessee expressly agrees to quit and deliver of said premises to the Lessor peaceably and quietly at the end of said term. Lessee shall have the right of final renewal for the proceeding year.

Send payment to Menominee County Courthouse, Attn: Parks - Camping Lease, 839 10th Ave Menominee, Michigan 49858

IN WITNESS WHEREOF, the said parties have executed this lease the day and year set forth above.

LESSOR: By: _____

LESSEE: _____

DATE: _____

MENOMINEE COUNTY PARKS & RECREATION
 KLEINKE PARK
 M-35 INGALLSTON TOWNSHIP
 (906)-863-7525
 2012 SEASONAL SITE REGISTRATION

FIRST NAME: _____ LAST NAME: _____ M/INITIAL: _____
 ADDRESS: _____ CITY: _____ STATE: _____ ZIP: _____

HOME PHONE: (____) _____ WORK/DAY PHONE: (____) _____

SPOUSE'S NAME: _____ WORK/DAY PHONE: (____) _____
 (Family consists of: Father, Mother and children.)

NAMES OF CHILDREN:

____ AGE: _____ AGE: _____ AGE: _____ AGE: _____
 RV MANUFACTURER: _____ MODEL: _____ LENGTH: _____ WIDTH: _____
 (Including slide outs)

YEAR OF MANUF: _____ LIC #: _____ STATE: _____

Current/Valid License Plate: YES ___ No ___
 (Rigs over ten years old require management approval each year.)

TYPE: ___ TRAILER ___ FIFTH WHEEL ___ MOTOR HOME ___ PARK MODEL ___ TRUCK CAMPER
 ___ POP UP ___ OTHER

TRANSPORTATION VEHICLE: (Only two vehicles at site-other vehicle must be kept in guest parking.)

MAKE: _____ MODEL: _____ LIC # _____ STATE: _____

MAKE: _____ MODEL: _____ LIC # _____ STATE: _____

BOAT:

MAKE: _____ MODEL: _____ REG # _____ STATE: _____ LENGTH: _____ BEAM: _____
 SITE # _____

Six month leases will run May 1, 2012 – November 1, 2012 or May 15-2012 to November 15, 2012
 Five month lease will run May 1, 2012 – October 1, 2012 or May 15-2012 to October 15, 2012

1. Seasonal Rates (6 Months) for Electrical Site	\$1500.00 _____
Seasonal Rates (5 Months) for Electric Site	\$1350.00 _____
Four Month Rate for Electric Site	\$1260.00 _____
Three Month Rate for Electric Site	\$1080.00 _____
Two Month (back to back) Rate for Electric Site	\$870.00 _____
One Month Rate for Electric Site	\$480.00 _____

LEASE SITE MUST BE PAID IN FULL BY FEBRUARY 15, 2012. FAILURE TO PAY
 IN FULL BY FEBRUARY 15, 2011 YOUR SITE MAY BE REASSIGNED
 TO NEXT AVAILABLE LESSEE.

2. BOAT	
REGULAR	\$ 20.00 _____
SENIOR 65 and OVER	\$ 10.00 _____
OVER 70	FREE _____

3. TOTAL _____

4. FULL PAYMENT DUE FEBRUARY 15, 2012 _____

2012 SEASONAL CAMPSITE LEASE
- PLEASE READ CAREFULLY -

THIS INDENTURE, made this _____ Day of _____, 20 __, by and between Menominee County Parks, Kleinke Park, Ingallston Twp, hereafter referred to as "LESSOR", and
Of _____, hereafter referred to as "LESSEE."

WITNESS, that the Lessor does hereby lease, demise and let unto the Lessee the following described premises situated in the Township of Ingallston, County of Menominee, the State of Michigan, described as Site Number and Area, to-wit:

TERM: To hold for a term of _____ beginning on the ___ Day of _____ and ending on the ___ Day of _____.

RENTAL: Lessee shall pay for the total seasonal rent \$ _____ for the term, payable as follows: One payment to be paid in full by February 15, 2012.

FAMILY & GUESTS: It is agreed and understood that the seasonal family consists of father and/or mother and/or children. The seasonal site rental is for the sole use of your family and that any other person or persons using your camper must register with LESSOR and pay the regular overnight campsite fee. All day visitors or overnight guests will be charged an additional fee. Guests must camp in your camping unit only. It is further agreed that dependant children are not allowed to occupy the campsite without their mother or father present. This site may not be sublet or transferred. Guest and visitor passes will be available and issued by the Lessor. LESSEE is responsible for the conduct of their guests and visitors.

SEASONAL CAR PASSES: ALL VEHICLES entering the campground must display 2011 pass or daily use pass. Only two vehicles are allowed at each site, additional vehicles will be parked in (the) guest parking lot. **Guest and visitor passes are issued at the discretion of the Lessor and may be restricted on holiday or busy weekends.**

INSURANCE: All seasonal campers must maintain their own insurance for any or all damage to their property and equipment while parked or stored inside or outside the Lessor's premises.

CONDITION OF CAMPING UNIT: All camping units over ten (10) years old must have prior approval of Lessor. Lessee agrees to keep their camper in proper repair and condition during the term of this agreement. Household type air conditioners are not permitted.

MAINTENANCE OF SITE: Lessee agrees to maintain the area of their site excluding grass cutting which will be performed by the Lessor. All planting of flowers, shrubs, etc., must be approved by Lessor and becomes the property of Lessor. On site sheds (must be of a Rubbermaid or heavy plastic material and maximum size to be determined by Parks Superintendent), (Max. H-8'; L-7'; W-7' or H-6'; W-7'; L-8') porches, decks screen houses or other such buildings or structures are permitted with approval of the Parks Committee. All garbage will be placed in appropriate campground receptacles in timely manner. No generators allowed in park.

FIREWOOD, PATIO AND BUG LIGHTS: Patio and bug lights shall be turned off when camper is not occupied and when retiring for the evening. No large wood piles will be allowed without approval of Park's Superintendent.

CAMPGROUND RULES: Lessee acknowledges they have read this agreement as well as the list of campground rules (attached) of the Menominee County Kleinke Park and agrees to abide by both.

LIFEGUARD: The undersigned acknowledges that there will be no lifeguard on duty on the premises. The undersigned, his/her family and guests using boats of any type, swimming or being in the area of the pool, pier, beach or shoreline will be doing so at their own risk and shall hold the Lessor harmless from any liability thereon and shall assume all responsibility for supervision of their family and guests. **This contract constitutes acknowledgment of the signing of a full release for this liability and responsibility.**

DEFAULT: If the Lessee does or shall neglect to perform and observe any or either of the covenants and conditions hereinbefore contained which on his or her guests part are to be performed, the Lessor lawfully may immediately or at any time thereafter any while such neglect or default continues, evict the said Lessee and those claiming under him and remove their effects without prejudice or any remedies which might otherwise be used for ridders of rent and such expulsion in removing, whether by the direct act of the Lessor or his assigns, or through the medium of legal proceedings for the purpose instituted, shall not affect the liability of the Lessee or his representatives, for the past rent due or future rent to accrue under this lease, but the same shall continue as if such removal or expulsion have not taken place. The Lessee further covenants to pay and discharge all responsible costs, attorneys fees and expenses that shall be made and incurred by the Lessor in enforcing the covenant and agreements of this lease.

TERMINATION: Lessor reserves the right to terminate this lease at any time for any reason. If Lessor terminates lease during the term of agreement, LESSOR will refund on a pro-rata basis. Termination may be enforced immediately by Park Superintendent.

LESSEE may within ten (10) days file an appeal to the County Parks Committee. The County Parks Committee must respond with a written response or a scheduled public hearing within thirty (30) days. If the issue is not resolved to lessee's satisfaction, the lessee may within ten (10) days appeal to the Menominee County Board of Commissioners who within sixty (60) days shall respond with a written response or have the issue placed on a monthly agenda.

END OF TERM: The Lessee expressly agrees to quit and deliver of said premises to the Lessor peaceably and quietly at the end of said term. Lessee shall have the right of final renewal for the preceding year.

Send payment to Menominee County Courthouse, Attn: Parks - Camping Lease, 839 10th Ave Menominee, Michigan 49858.

IN WITNESS WHEREOF, the said parties have executed this lease the day and year set forth above.

LESSOR: By: _____

LESSEE: _____

DATE: _____

Menominee County Parks Seasonal Lease Campsites
Policies and Procedures

1. Each leased campsite shall have the occupant (lessee) sign and abide by the Seasonal Campsite Lease Agreement with Menominee County.
2. Lease sites of only five (5) months and six (6) months will be offered at Shakey Lakes Park.
3. Lease sites for Shakey Lakes Park will commence on the first of the month and terminate at the end of the month. Five month lease sites will begin on May 1st and end on September 30th. Six month lease sites will begin on May 1st and end on October 31st. Exceptions maybe noted on the lease with the approval of the Menominee County Administrator.
4. Lease sites of one (1), two (2), three (3), four (4), and five (5) and six (6) months will be offered at Kleinke Park.
5. Lease sites for Kleinke Park will commence on the first (1st) of the month or the fifteenth (15th) of the month starting in May.
6. Lessee staying longer than their Lease Agreement will be required to pay the daily camping rate for each additional day.
7. If a lessee requests to move to a different site, the requested site has to be an unoccupied non-water site.
8. If multiple lessees request the same unoccupied non-water site, the length of documented years of requesting the site shall be the determining factor. If multiple lessees have requested the same site for the same amount of the years, the multiple lessees will be placed in a lottery and the chairman of the Parks and Recreation Committee or the County Administrator will draw the name of the lessees who will be awarded the new site.
9. Water sites at Shakey Lakes will consist of 50% availability for lease sites and 50% for daily use sites. Currently, there are more than 50% leased water sites. The current lessees will be allowed to maintain their current sites but if a water site is forfeited by a lessee that site will not be available for lease until the available leased water sites are below 50%.
10. Water sites at Kleinke Park will consist of 50% availability for lease sites of five (5) and six (6) month leases and 50% for daily use and short term leases of 4, 3, 2, and 1 month sites. Currently, there are more than 50% leased water sites. The current 5 and 6 month lessees will be allowed to maintain their current sites but if a water site is forfeited by a lessee the site will not be available for lease until the available water sites are below 50%.

MENOMINEE COUNTY BOARD OF COMMISSIONERS AGENDA ITEM

SUBJECT:	Parks Website Link
DEPARTMENT:	Park/Administration
ATTACHMENTS:	yes
SUMMARY:	
<p>The Parks committee would like to develop a Parks website. The proposed website would be linked to the county website under parks. The website would showcase the campgrounds and the attractions and amenities near the campgrounds. The cost for the creation of the website with two updates would be \$1500.</p>	
RECOMMENDED MOTION	
<p>to approve the agreement from Katelin Brown for development of a County Park Website for Shakey Lakes and Kleinke Parks, to be linked to the Menominee County Website. Cost of the Website is \$1,500 to be disbursed from account # 208-751-880.00 (Programming/Recreation).</p>	

Submitted by: **Brian Bousley**

 12/21/2011
Date

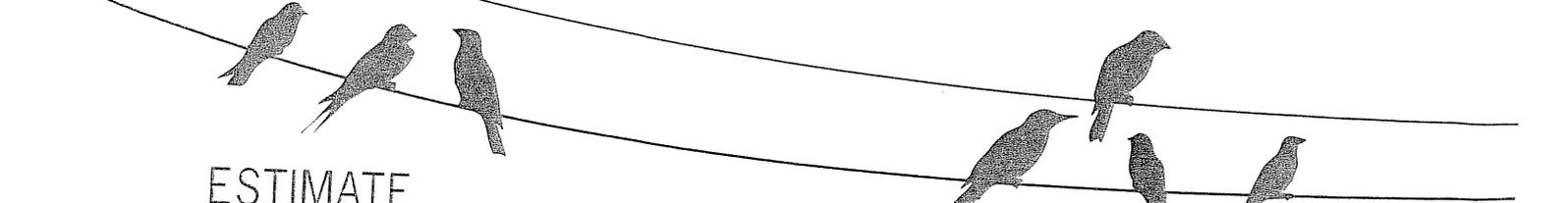
WORKSHOP ACTION

	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):



ESTIMATE

Date: December 6, 2011

Contact: Brian Bousley
Company: Menominee County Parks Board

Katelin Brown
Graphic Designer
W6111 Co. Rd. 358
Daggett, MI 49821
920.615.1912
katelin.brown@gmail.com
www.katelinbrown.com

Description: **Website Development**

A great web site is all about communication. Communicating the right message, to the right people, in a stimulating way. The parks are only as powerful as the people and processes that drive them, forming a brand image in the mind of your customers. Effectively communicating your strengths at every customer touchpoint is key to your long-term success.

Websites are multi-dimensional—taking into consideration architecture, user interface, end-user interactivity and of course visual appeal. I understand in order to produce a successful outcome, we must first go through a process to deliver the most effective result.

Design

It is vital to have a visually appealing website that draws the visitor into the site. The goal is to get the visitor to absorb themselves within the website. The design will reflect the parks rustic qualities, and be professional, informative, and easy to navigate.

I handcraft each website I design. Meaning it would be completely original and unlike any other existing website out there. It will also be designed to work in a WordPress CMS environment. This will maintain better flexibility for you to be able to edit content.

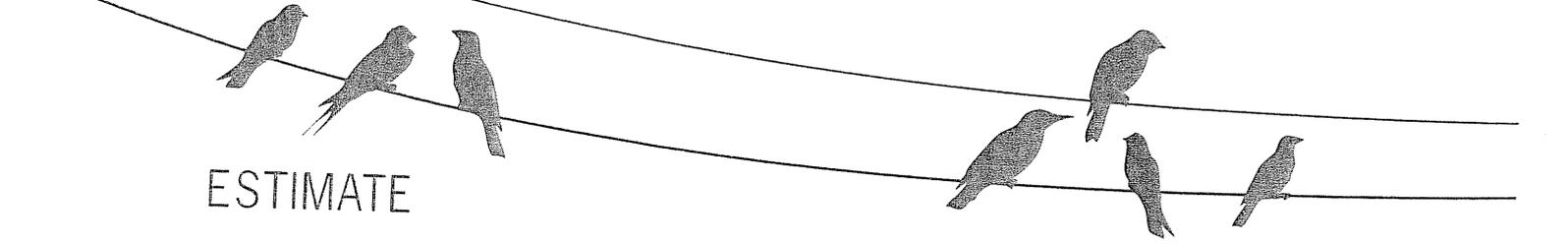
Design includes:

- Navigation plan
- One homepage layout and design
- Interior page layout and design
- Two rounds of revisions

Programming and Layout

After the design for the website has been finalized, my programmer will program the home page and secondary tier pages using a WordPress content management system. This program is user friendly and will allow you to make content updates to the website at your convenience from any computer with an Internet connection.

Administrative access will be password protected allowing only current administrators the ability to add new admins and set page permissions for these users. All user environments are considered during the programming phase. Each visitor will have the same experience regardless of platform (Mac or Windows), operating system (XP, Vista, or OSX), or browser (Internet Explorer, Firefox, or Safari). My programmer will also follow the World Wide Web Consortium's (W3C) recommendations when possible to ensure your web pages are compatible with the next generation of browsers. I recommend that administrative users have the



ESTIMATE

latest versions of web software (Internet Explorer 7, Adobe Flash Player 10, etc.) to ensure up-to-date style and functionality.

Programming includes:

- Sitemap development
- Quick links built in to the appropriate pages
- Email account
- Registration form with payment capabilities

Photography: Purchase of stock photography additional

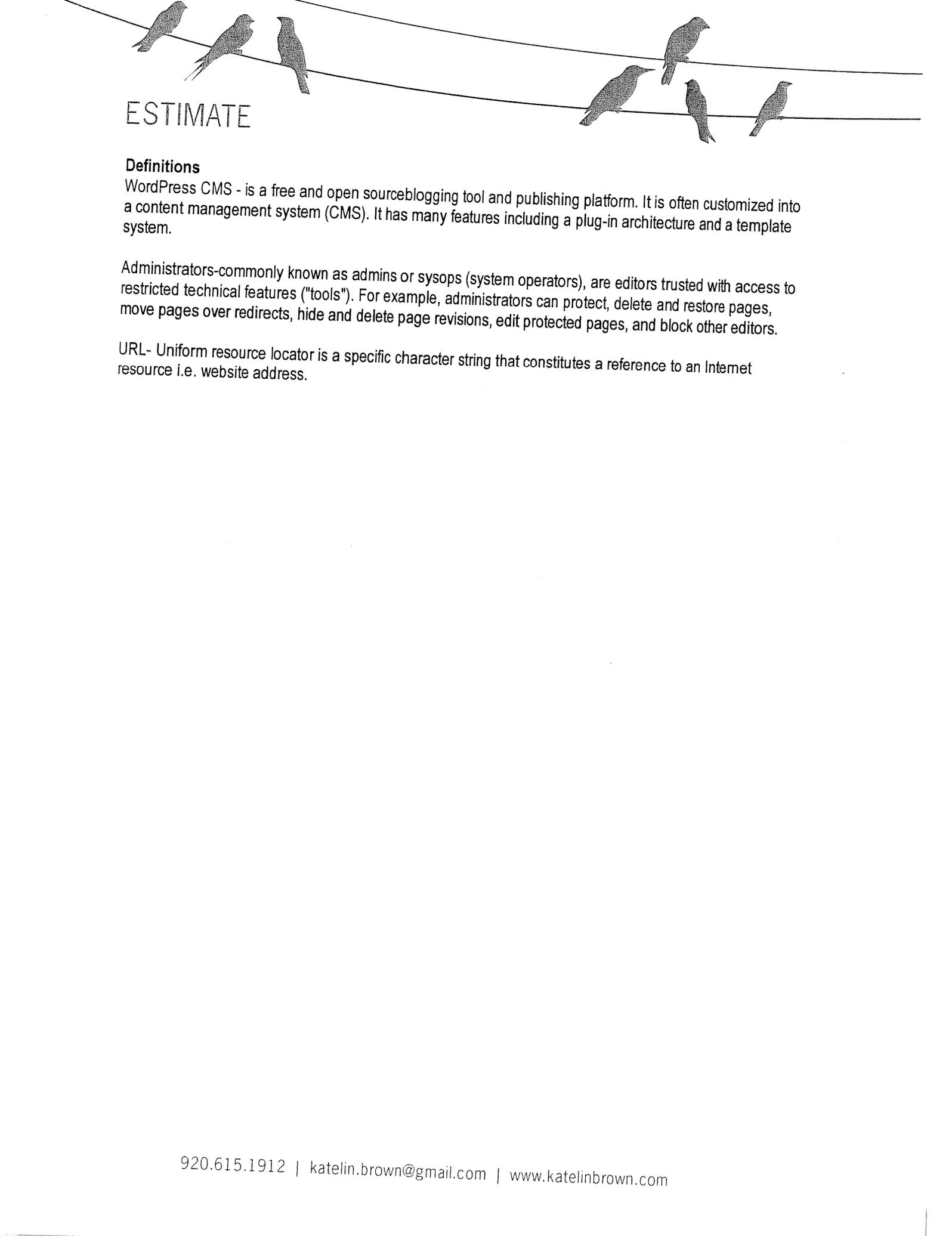
Proof: Online live blind URL

Hosting: Can be added to existing Menominee County website or we can talk about a possible unique URL

Estimate Total: \$1,500

Authorized Signature _____ Date _____

The above estimate is for described work only and is based upon acceptance within 30 days. Please sign one copy and return to Katelin Brown. Should additional programming or project updates be necessary due to unanticipated factors, or are outside of the scope of the project, and if changes are made after the first two rounds and/or at press-proof stage, additional costs will be incurred.

A decorative header featuring two horizontal lines representing a wire. Several stylized birds are perched on the lines. Three birds are on the upper line, and four are on the lower line. The word "ESTIMATE" is positioned below the upper line on the left side.

ESTIMATE

Definitions

WordPress CMS - is a free and open source blogging tool and publishing platform. It is often customized into a content management system (CMS). It has many features including a plug-in architecture and a template system.

Administrators-commonly known as admins or sysops (system operators), are editors trusted with access to restricted technical features ("tools"). For example, administrators can protect, delete and restore pages, move pages over redirects, hide and delete page revisions, edit protected pages, and block other editors.

URL- Uniform resource locator is a specific character string that constitutes a reference to an Internet resource i.e. website address.

MENOMINEE COUNTY BOARD OF COMMISSIONERS AGENDA ITEM

SUBJECT:	Resolution 2011-19 ~ Compliance with Public Act 152 of 2011
DEPARTMENT:	Administration
ATTACHMENTS:	Yes
SUMMARY:	
Due to PA 152, the County Board approved allowing the county to pay no more than 80% of the county employee health insurance premiums. The employees will be responsible for 20% (unless already bound by a contract).	
RECOMMENDED MOTION	
Approve Resolution 2011-19 ~ Compliance with Public Act 152 of 2011	

Submitted by: **Brian Bousley**

 12/21/2011
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, Michigan 49858-3000*

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

RESOLUTION 2011-19 COMPLIANCE WITH PUBLIC ACT 152 OF 2011

The Menominee County Board of Commissioners respectfully submit the following resolution:

WHEREAS, the Menominee County Board Commissioners will abide by the set of laws described in P.A. 152; and

WHEREAS, these limitations will go into effect on January 1, 2012 for Menominee County non-union employees, elected officials and collective bargaining units which did not have a signed contract prior to the date specified in P.A. 152; and

WHEREAS, Section 4 of P.A. 152 allows a public employer to elect to "pay not more than 80% of the total annual costs of all of the medical benefit plans it offers or contributes to for its employees and elected public officials"; and

WHEREAS, effective January 1, 2013 Menominee County elects to pay not more than 80% of the total annual costs of all of the medical benefit plans it offers or contributes to for its employees and elected public officials; now

THEREFORE, BE IT RESOLVED that the Menominee County Board of Commissioners, acting pursuant to the authority granted a county under Section 4 of P.A. 152 of 2011, hereby elects that Menominee County pay not more than 80% of the total annual costs of all of the medical benefit plans it offers or contributes to for its employees and elected public officials commencing January 1, 2012.

James Furlong, Chairman

Date

Marc Kleiman, County Clerk

Date

James Furlong - Chairperson

Bernie Lang - Vice Chairperson

Charlie Meintz

Mark Jasper

Jim Pearson

MENOMINEE COUNTY BOARD OF COMMISSIONERS AGENDA ITEM

SUBJECT:	GIS Maps Indeed
DEPARTMENT:	Administration
ATTACHMENTS:	Yes
SUMMARY:	
Discussion at the 12/13/2011 meeting was to have a motion to approve going "Live" with the Menominee County Maps Indeed web link to be attached to the Menominee County website.	
RECOMMENDED MOTION	
To approve going "Live" with the Maps InDeed GIS website for Menominee County with the costs for information as listed in the site.	

Submitted by: **Brian Bousley**

 12/21/2011
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):



View

<Any>

Menominee County MI

<Any>

Apply

Business Products

State	County	Product Category	Title	Price	Last Updated
Michigan	Menominee County MI	Taxes and Assessments	Menominee County MI November 2011 Assessments	\$1,562.50	Add to cart 3 weeks 1 day ago
Michigan	Menominee County MI	Taxes and Assessments	MI Menominee County 2010 Assessment Data	\$1,562.50	Add to cart 9 weeks 6 days ago
Michigan	Menominee County MI	Taxes and Assessments	MI Menominee County 2011 Assessment Data	\$1,562.50	Add to cart 9 weeks 6 days ago

<https://mapsindeed.com>



View

MI Menominee Annual Data Subscription

\$549.99

A Menominee Data Subscription is an "all-access pass" that grants users full-time access to additional county data.

With this special access, you can perform functions and obtain data not accessible to a basic user. For a low annual fee, your access will start immediately. Save time, fuel costs, personnel fees, resources and individual data costs by obtaining information from your home or office with a data subscription.

Take advantage of advanced tools such as:

- Extended Map Zoom
- Download your Map Layers into a PDF for printing
- Access workable GIS layers from your downloaded PDF document.

Some counties' subscriptions may include access to the following:

- Property Attributes - room size, bathrooms, photos, and more.
- Tax History
- Property Sales History, Mortgage History, Property Inspections
- Zoning Reports
- Liens & Foreclosures
- Delinquent Tax Sales
- Parcel Information
- Plat Information
- TOPO Maps
- Flood Zones
- National Insurance Rates
- School, Legislative, & Business Districts
- Census Data



View

MI Menominee Recurring Monthly Data Subscription

\$49.99

A Menominee Data Subscription is an "all-access pass" that grants users full-time access to additional county data.

With this special access, you can perform functions and obtain data not accessible to a basic user. For a low monthly fee, your access will start immediately. Save time, fuel costs, personnel fees, resources and individual data costs by obtaining information from your home or office with a data subscription.

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- Zoning Reports
- Liens & Foreclosures
- Delinquent Tax Sales
- Parcel Information
- Plat Information
- TOPO Maps
- Flood Zones
- National Insurance Rates
- School, Legislative, & Business Districts
- Census Data

MI Menominee Group Recurring Monthly Data Subscription

\$199.99

A Menominee Group Data Subscription is an "all-access pass" that grants multiple users full-time access to additional county data. A default group subscription allows up to 5 users access to additional tools and data. Add additional users to your subscription from the drop-down to the right above the "Add to cart" button.

With this special access, you can perform functions and obtain data not accessible to a basic user. Save time, fuel costs, personnel fees, resources and individual data costs by obtaining information from your home or office with a data subscription.

Take advantage of advanced tools such as:

- Extended Map Zoom
- Download your Map Layers into a PDF for printing
- Access workable GIS layers from your downloaded PDF document.

Some counties' subscriptions may include access to the following:

- Property Attributes - room size, bathrooms, photos, and more.
- Tax History
- Property Sales History, Mortgage History, Property Inspections
- Zoning Reports
- Liens & Foreclosures
- Delinquent Tax Sales
- Parcel Information
- Plat Information
- TOPO Maps
- Flood Zones
- National Insurance Rates
- School, Legislative, & Business Districts
- Census Data



View

MI Menominee Non-Recurring 3 Month Data Subscription

\$199.99

A Menominee Data Subscription is an "all-access pass" that grants users full-time access to additional county data.

With this special access, you can perform functions and obtain data not accessible to a basic user. For a low fee, your access will start immediately and last 3 months. Save time, fuel costs, personnel fees, resources and individual data costs by obtaining information from your home or office with a data subscription.

Take advantage of advanced tools such as:

- Extended Map Zoom
- Download your Map Layers into a PDF for printing
- Access workable GIS layers from your downloaded PDF document.

Some counties' subscriptions may include access to the following:

- Property Attributes - room size, bathrooms, photos, and more.
- Tax History
- Property Sales History, Mortgage History, Property Inspections
- Zoning Reports
- Liens & Foreclosures
- Delinquent Tax Sales
- Parcel Information
- Plat Information
- TOPO Maps
- Flood Zones
- National Insurance Rates
- School, Legislative, & Business Districts
- Census Data



View

MI Menominee Non-Recurring 6 Month Data Subscription

\$349.99

A Menominee Data Subscription is an "all-access pass" that grants users full-time access to additional county data.

With this special access, you can perform functions and obtain data not accessible to a basic user. For a low fee, your access will start immediately and last 6 months. Save time, fuel costs, personnel fees, resources and individual data costs by obtaining information from your home or office with a data subscription.

Take advantage of advanced tools such as:

- Extended Map Zoom
- Download your Map Layers into a PDF for printing
- Access workable GIS layers from your downloaded PDF document.

Some counties' subscriptions may include access to the following:

- Property Attributes - room size, bathrooms, photos, and more.
- Tax History
- Property Sales History, Mortgage History, Property Inspections
- Zoning Reports
- Liens & Foreclosures
- Delinquent Tax Sales
- Parcel Information
- Plat Information
- TOPO Maps
- Flood Zones
- National Insurance Rates
- School, Legislative, & Business Districts
- Census Data

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 Nov. 17, 23 & Dec. 6, 2011 in the amount of \$156,094.23	
RECOMMENDED MOTION	
To approve Miscellaneous Bills as paid on Nov. 17, 23 & Dec. 6, 2011 in the amount of \$156,094.23	

Submitted by: Brian Bousley

 12/21/2011
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
101-426 Emergency Management
101-526 Waste Management
101-601 Health & Welfare
101-635 B&G/Hospital Operation
101-648 Medical Examiner
101-681 Vets Burial & Relief
101-682 Veterans Affairs
101-728 Economic Development
101-997 Appropriations
101-999 Operating Transfers

Special Revenue Funds

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

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

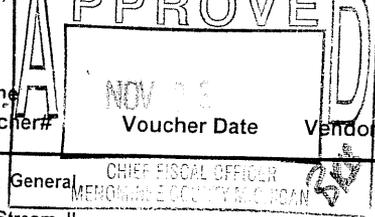
MEMORINEE COUNTY
Claims Audit Report

Vendor Name	Vcher#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General								
Baxa Contracting Company	20990	11/16/2011	Milam	Roof Replacement	274-690-809.62	7,750.00		\$7,750.00
Total Amount for Bank Account: General								\$7,750.00

COPY

APPROVED
NOV 21
CHIEF FISCAL OFFICER
MEMORINEE COUNTY MICHIGAN

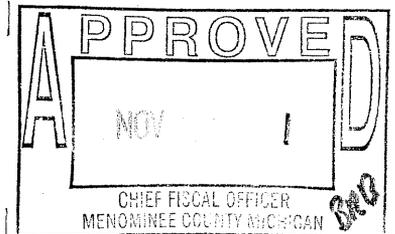
MENOMINEE COUNTY
Claims Audit Report



Vendor Name	Voucher#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General								
AT&T - Carol Stream, IL								
	21020	11/1/2011	906753458211	November 1 - November 30, 2011	101-103-850.00	52.66		\$433.92
	21021	11/1/2011	906753220911	November 1 - November 30, 2011	101-103-850.00	381.26		
Bob Barker Company, Inc.								
	21072	11/16/2011	WEB000194833	Inmate Supplies	101-301-770.00	155.17		\$335.85
	21073	11/17/2011	WEB000195206	Inmate Supplies	101-301-770.00	20.99		
	21074	11/11/2011	WEB000194350	Inmate Supplies	101-301-770.00	159.69		
Body Works Plus								
	21089	10/17/2011	2632	Car #5501 - Deductable	205-315-934.02	250.00		\$250.00
BP								
	21063	11/5/2011	32066494	October 2011 Gasoline Sales	101-301-742.00	488.08		\$488.08
BRANYAN WESLEY C								
	21032	11/9/2011	Reimbursement	Mileage - Board of Canvassers	101-192-860.00	5.55		\$55.55
	21033	11/9/2011	Per Diem	Board of Canvassers	101-192-705.00	50.00		
Brian Bousley								
	21014	11/21/2011	Reimbursement	Registration for SCHRFP Forum	101-172-802.00	50.00		\$50.00
Brunelle, Jennifer								
	21053	11/22/2011	Reimbursement	Mileage - 11/1 to 11/18/11	296-664-860.00	109.34		\$109.34
Cellcom Wisconsin RSA 04								
	21011	11/5/2011	764651	Cellular Services - Medical Examiner	101-648-727.00	129.81		\$129.81
CLOVERLAND PAPER CO								
	21022	11/11/2011	96992	Towels, Toilet Tissue, Tissues	101-265-755.01	131.55		\$284.03
	21042	11/18/2011	97041	Toilet Tissue, Soap, Sanitizer	101-265-755.01	152.48		
Cooper Office Equipment								
	20994	11/14/2011	82877	Contract Charge 11/20/11 - 2/19/12	101-136-931.00	440.07		\$3,381.16
	21001	11/14/2011	82874	Contract Charge 11/20/11 - 2/19/12 - 1s	101-172-931.01	239.94		
	21002	11/14/2011	82878	Contract Charge 11/20/11 - 2/19/12 - 1s	101-172-931.01	871.25		
	21003	11/14/2011	82875	Contract Charge 11/20/11 - 2/19/12 - 2n	101-172-931.01	160.00		
	21004	11/14/2011	82876	Contract Charge 11/23/11 - 2/22/12 - Tr	101-253-727.00	140.00		
	21066	11/14/2011	82872	Contract Charge & Impressions 11/20 -	101-301-755.00	1,339.90		
	21067	11/14/2011	82871	Contract Charge 11/20/11 - 2/19/12	101-301-755.00	190.00		
DGR Engineering, LLC								
	21015	10/31/2011	1077	Shakey Lakes Bath House, Re-Design	220-752-953.01	1,500.00		\$1,500.00
Dictation Systems, Inc.								
	20993	11/17/2011	20469	90 Minute Cassette Tapes	101-136-727.00	179.00		\$179.00
Eichhorn, Jayne								
	21030	11/9/2011	Per Diem	Board of Canvassers	101-192-705.00	50.00		\$94.96
	21031	11/9/2011	Reimbursement	Mileage - Board of Canvassers	101-192-860.00	44.96		
GREAT AMERICAN DISPOSAL CO THE								
	21029	11/1/2011	1B100741	Annex - Garbage Removal - November	101-261-930.04	50.55		\$50.55
Hafeman, Bill								
	21036	11/9/2011	Per Diem	Board of Canvassers	101-192-705.00	50.00		\$93.29
	21037	11/9/2011	Reimbursement	Mileage - Board of Canvassers	101-192-860.00	43.29		
ID NETWORKS								
	21080	11/23/2011	165735	Annual Service Fee 12/1/11 - 11/30/12	101-301-934.02	750.00		\$750.00

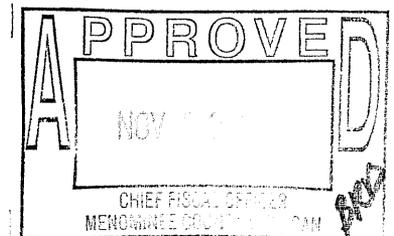
**MENOMINEE COUNTY
Claims Audit Report**

Vendor Name	Vcher#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General								
Integrated Imaging, Inc.	21047	11/10/2011	058198	PO# 02594 - Annual Maintenance Agree	256-277-857.00	785.00		\$785.00
J S ELECTRONICS, INC.	21028	11/8/2011	16832	LaBranche Tower Maintenance	266-325-934.01	222.50		\$286.75
	21087	11/10/2011	16838	Install Computer Mounting System/Belt	205-315-934.01	64.25		
Jerzyk, Audrey	20995	11/16/2011	Reimbursement	Mileage - Parks Committee Mtg 11/1/11	208-751-860.00	13.88		\$13.88
Joel Hensley, RN	20991	11/6/2011	Blood Draw	P. Marsicek (11/6/11)	101-267-801.01	100.00		\$1,965.00
	20992	11/17/2011	Blood Draw	L. Peterson (11/8) & B. Guard (11/13)	101-267-801.01	200.00		
	21008	11/20/2011	Blood Draw	S. Corey (11/19/11) & J. Peterson (11/1	101-267-801.01	200.00		
	21009	11/19/2011	Blood Draw	J. Jaeger (11/19/11)	101-267-801.01	100.00		
	21078	11/18/2011	Nursing Services	September 25 - October 7, 2011	101-301-770.01	1,365.00		
K MART 7031	21055	8/24/2011	0703108241101004760	Wireless Mouse	101-301-727.00	19.99		\$177.03
	21056	10/11/2011	070311011110107758	Cleaning Supplies	101-301-727.00	26.28		
	21057	9/14/2011	070310914110051350	ExMark (x2)	101-301-727.00	35.98		
	21058	9/20/2011	07031092011006793	BNR Max AAA8	101-301-727.00	6.99		
	21064	8/10/2011	070310810110056254	Wireless Mouse & Laptop Case	101-301-755.00	37.98		
	21069	8/13/2011	07031081311002016	Remote (x2)	101-301-770.00	18.98		
	21083	9/8/2011	07031090811010633	Tunnel & Oil	101-331-755.00	7.08		
	21085	8/5/2011	07031080511005543	Car Washing Supplies	205-315-755.00	23.75		
Koehne	21088	11/21/2011	42485	2006 Chevy Maintenance	205-315-934.02	630.45		\$630.45
KOZIKOWSKI WELL & PUMP INC	21019	11/11/2011	D9522	Drilling of 50' Well at Shakey Lakes Bat	220-752-953.01	5,638.12		\$5,638.12
LENCA SURVEYING	21013	11/13/2011	11144	Remon Project Yr 2011 - Nov 7 - Nov 1:	243-245-801.07	1,926.70		\$1,926.70
M & M Trucking, Inc.	21040	11/18/2011	6678	4 Loads Topsoil & Leveling	517-252-801.00	870.00		\$4,670.00
	21041	11/18/2011	6677	Demolition of House on 5th Street	517-252-801.00	3,800.00		
Macco's Floor Covering Ctr Inc	21000	10/24/2011	CG131283	PO# 02583 - Carpet & Installation (1st F	101-103-970.00	3,885.24		\$3,885.24
Manpower	21005	11/13/2011	23190912	Week Ending 11/13/11 - Regina Mistark	101-141-704.00	501.50		\$501.50

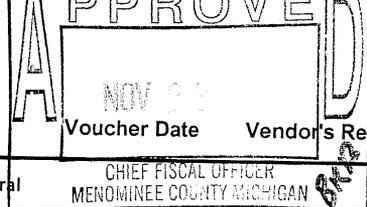


**MENOMINEE COUNTY
Claims Audit Report**

Vendor Name	Vcher#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General								
Mastercard								
	21052	11/11/2011		Credit Card HJ Collegiate Apparel	101-131-727.00	282.36		\$3,256.60
	21052	11/11/2011		Credit Card Bonanza	266-325-860.00	23.07		
	21052	11/11/2011		Credit Card Hudsons Classic Grill	266-325-860.00	22.32		
	21052	11/11/2011		Credit Card Bonanza	266-325-860.00	19.89		
	21052	11/11/2011		Credit Card Big Boy	266-325-860.00	11.53		
	21052	11/11/2011		Credit Card DHW Buckstaff	101-148-970.00	578.95		
	21052	11/11/2011		Credit Card Big Boy	266-325-860.00	9.94		
	21052	11/11/2011		Credit Card Hudsons Classic Grill	266-325-860.00	17.02		
	21052	11/11/2011		Credit Card Shell Oil	266-325-860.00	40.60		
	21052	11/11/2011		Credit Card Country Inn & Suites	266-325-860.00	206.70		
	21052	11/11/2011		Credit Card USPS	208-751-920.00	8.88		
	21052	11/11/2011		Credit Card DHW Buckstaff	101-148-970.00	21.00		
	21052	11/11/2011		Credit Card DHW Buckstaff	296-668-955.00	114.40		
	21052	11/11/2011		Credit Card Hazelden Publish & Ed	296-664-727.00	249.00		
	21052	11/11/2011		Credit Card Tractor Supply	208-751-755.02	42.19		
	21103	11/11/2011		Credit Card Shell Oil	101-301-860.00	37.22	x	
	21103	11/11/2011		Credit Card Radisson Hotel	101-301-860.00	410.64	x	
	21103	11/11/2011		Credit Card Radisson Hotel	101-301-860.00	422.69	x	
	21103	11/11/2011		Credit Card Radisson Hotel	101-301-860.00	388.41	x	
	21103	11/11/2011		Credit Card Holiday	101-301-860.00	26.16	x	
	21103	11/11/2011		Credit Card Great Northern Buffet	101-301-860.00	22.01	x	
	21103	11/11/2011		Credit Card St. Ignace EZ Mart	101-301-860.00	37.90	x	
	21103	11/11/2011		Credit Card Cedar River Plaza	101-301-860.00	55.67	x	
	21103	11/11/2011		Credit Card McDonalds	101-301-860.00	8.55	x	
	21103	11/11/2011		Credit Card Shell Oil	101-301-860.00	33.90	x	
	21103	11/11/2011		Credit Card McDonalds	101-301-860.00	16.82	x	
	21103	11/11/2011		Credit Card Walmart	101-301-755.00	42.07	x	
	21103	11/11/2011		Credit Card K Mart	101-301-755.00	36.96	x	
	21103	11/11/2011		Credit Card Exxon Mobil	101-301-860.00	42.00	x	
	21103	11/11/2011		Credit Card Jimmy John's	101-301-860.00	7.80	x	
	21103	11/11/2011		Credit Card InTelius	101-301-727.00	19.95	x	
Menards - Marinette								
	21016	11/14/2011	88853	PVC Cement, Adapter, Wire	101-265-755.00	171.71		\$237.41
	21018	11/14/2011	88743	Steel Fence Post, Baords, Pipe, Door, E	101-265-755.00	65.70		
MILLERS ACTION OFFICE SUPPLY I								
	21024	11/9/2011	081573	PO# 02585 Furniture/Desk for Admin O	101-103-970.00	1,969.98		\$3,089.93
	21024	11/9/2011	081573	PO# 02585 Furniture/Desk for Admin O	101-172-727.01	1,119.95		
MOORE MEDICAL CORP								
	21075	11/3/2011	97006105 RI	Inmate Medical Supplies	101-301-770.01	61.90		\$811.93
	21076	11/9/2011	97014636 RI	Inmate Medical Supplies	101-301-770.01	471.08		
	21077	11/10/2011	81709304 EI	Inmate Medical Supplies	101-301-770.01	278.95		

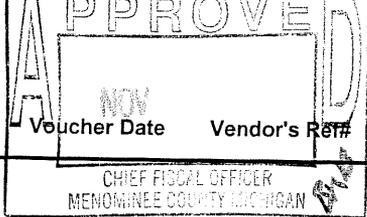


**MENOMINEE COUNTY
Claims Audit Report**



Vendor Name	Vcher#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General								
CHIEF FISCAL OFFICER MENOMINEE COUNTY MICHIGAN								
NKS Tire & Service, Inc.								
	21081	11/14/2011	80087	Tires, Mount, Balance - (x2)	101-301-981.00	299.63		\$4,358.55
	21090	11/10/2011	80009	2010 Chevy Impala - Alignment four Wf	205-315-934.02	54.99		
	21091	11/11/2011	80070	2011 Chevy Impala - Vehicle Maintenanc	205-315-934.02	168.49		
	21092	10/17/2011	79207	2010 Chevy Impala - Tires (x4)	205-315-934.02	427.68		
	21093	10/17/2011	79208	2010 Chevy Impala - Tires (x4)	205-315-934.02	427.68		
	21094	10/17/2011	79209	2011 Chevy Impala - Tires (x4)	205-315-934.02	427.68		
	21095	10/17/2011	79210	2011 Chevy Impala - Tires (x4)	205-315-934.02	427.68		
	21096	10/17/2011	79211	2006 Chevy Impala - Tires (x4)	205-315-934.02	427.68		
	21097	10/17/2011	79213	2006 Chevy Impala - Tires (x4)	205-315-934.02	427.68		
	21098	10/17/2011	79216	2011 Chevy Impala - Tires (x4)	205-315-934.02	427.68		
	21099	10/17/2011	79218	2009 Chevy Impala - Tires (x4)	205-315-934.02	427.68		
	21100	10/8/2011	78944	2010 Chevy Impala - Tires (x4)	205-315-934.02	414.00		
NOVA								
	21079	11/4/2011	13118	RACC Belt Repair	101-301-934.02	50.00		\$50.00
Office Depot, Inc.								
	21027	11/1/2011	584926823001	Panasonic Drum - District Court	101-136-727.00	90.59		\$90.59
OTIS ELEVATOR COMPANY								
	21039	11/21/2011	CVE05003C11	Contract 12/1/11 - 2/29/12	101-265-801.00	689.46		\$689.46
Pack-N-Ship Center								
	21065	11/10/2011	735826	Shipping	101-301-755.00	36.30		\$36.30
Pan-O-Gold Baking Co.								
	21071	11/8/2011	40683131204	Inmate Groceries	101-301-770.00	57.47		\$118.86
	21104	11/1/2011	40683130515	Inmate Groceries	101-301-770.00	61.39		
PrintersPlus!								
	21059	11/10/2011	11112	Request Form Pads (x400)	101-301-727.00	320.00		\$320.00
Quill Corporation								
	21060	11/3/2011	7818067	Office Supplies	101-301-727.00	72.82		\$442.20
	21061	11/8/2011	7910675	Batteries & CDR's	101-301-727.00	85.45		
	21062	11/11/2011	7999484	Office Supplies	101-301-727.00	168.94		
	21082	11/14/2011	8024835	Computer Monitor	101-301-998.00	114.99		
R.T. Electric								
	21023	11/10/2011	5233	Rewired 2 Pumps & Installed Thermost	101-103-998.00	394.05		\$394.05
Randall Phillipps								
	20996	11/8/2011	2005-11249-DS	Court Appointed Legal - J. Anderson	101-131-807.00	25.00		\$162.50
	20997	11/8/2011	2010-13175-DS	Court Appointed Legal - D. Walters	101-131-807.00	25.00		
	20998	11/8/2011	1996-7736-DM	Court Appointed Legal - M. Ambeau	101-131-807.00	25.00		
	21006	11/11/2011	1999-8741-DP	Court Appointed Legal - K. Meunier	101-131-807.00	37.50		
	21007	11/11/2011	1997-8080-DS	Court Appointed Legal - R. DeCamp	101-131-807.00	25.00		
	21010	1/16/2011	2008-12351-DS	Court Appointed Legal - S. Sithamat	101-131-807.00	25.00		
Reinhart Foodservice								
	21070	11/8/2011	980180	Inmate Groceries	101-301-770.00	791.41		\$791.41
Salfai, Sharon								
	21017	11/21/2011	Reimbursement	Postage Reimbursement	101-132-729.00	4.08		\$4.08
SIRCHIE FINGER PRINT LABS								
	21086	11/11/2011	0058760-IN	Drug Testing Supplies	205-315-755.00	125.39		\$125.39

MENOMINEE COUNTY
Claims Audit Report



Vendor Name Vcher#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General							
Standard Insurance Company							
21051	11/22/2011	December 2011	Life Insurance Premium	101-101-713.00	11.50		\$195.50
21051	11/22/2011	December 2011	Life Insurance Premium	101-132-713.00	6.32		
21051	11/22/2011	December 2011	Life Insurance Premium	101-136-713.00	11.50		
21051	11/22/2011	December 2011	Life Insurance Premium	101-141-713.00	9.20		
21051	11/22/2011	December 2011	Life Insurance Premium	101-148-713.00	0.58		
21051	11/22/2011	December 2011	Life Insurance Premium	101-215-713.00	11.50		
21051	11/22/2011	December 2011	Life Insurance Premium	101-172-713.00	4.60		
21051	11/22/2011	December 2011	Life Insurance Premium	101-261-713.00	2.30		
21051	11/22/2011	December 2011	Life Insurance Premium	101-267-713.00	9.20		
21051	11/22/2011	December 2011	Life Insurance Premium	101-268-713.00	2.30		
21051	11/22/2011	December 2011	Life Insurance Premium	101-253-713.00	6.90		
21051	11/22/2011	December 2011	Life Insurance Premium	101-257-713.00	4.60		
21051	11/22/2011	December 2011	Life Insurance Premium	101-265-713.00	2.30		
21051	11/22/2011	December 2011	Life Insurance Premium	101-301-713.00	46.00		
21051	11/22/2011	December 2011	Life Insurance Premium	101-682-713.00	2.30		
21051	11/22/2011	December 2011	Life Insurance Premium	101-103-713.00	2.30		
21051	11/22/2011	December 2011	Life Insurance Premium	101-426-713.00	1.15		
21051	11/22/2011	December 2011	Life Insurance Premium	271-790-713.00	9.20		
21051	11/22/2011	December 2011	Life Insurance Premium	296-663-713.00	2.30		
21051	11/22/2011	December 2011	Life Insurance Premium	296-664-713.00	2.30		
21051	11/22/2011	December 2011	Life Insurance Premium	296-665-713.00	2.30		
21051	11/22/2011	December 2011	Life Insurance Premium	208-751-713.00	4.60		
21051	11/22/2011	December 2011	Life Insurance Premium	205-316-713.00	2.30		
21051	11/22/2011	December 2011	Life Insurance Premium	205-315-713.00	20.70		
21051	11/22/2011	December 2011	Life Insurance Premium	266-325-713.00	14.95		
21051	11/22/2011	December 2011	Life Insurance Premium	266-326-713.00	2.30		
STEPHENSON MARKETING COOPERATI							
21084	10/31/2011	015579	Gasoline Sales - October 2011	205-315-742.00	2,187.90		\$2,187.90
Tebo, Christopher							
21054	11/22/2011	4673	Detention Worker (T.S.)	101-132-801.01	11.00		\$11.00
The Flower Gallery							
21025	9/13/2011	47181	Sympathy Plant - Donald Nast	101-301-755.00	50.00		\$50.00
U.E.S. COMPUTERS, INC.							
20999	11/16/2011	34275	Printer Maintenance for Marc Kleiman	101-103-857.00	65.00		\$1,690.98
21048	11/9/2011	58268	PO# 02593 ROD - Workstation Comput	101-268-970.00	1,625.98		
UP 9-1-1 Authority							
21012	11/9/2011	GIS Work	Work performed by TomComp for OSS	266-325-970.00	139.69		\$139.69
US Bancorp Equip Finance Inc.							
21068	11/13/2011	190527531	Konica	101-301-755.00	66.76		\$66.76
Wennergren, Mary Jo							
21034	11/9/2011	Per Diem	Board of Canvassers	101-192-705.00	50.00		\$52.78
21035	11/9/2011	Reimbursement	Mileage - Board of Canvassers	101-192-860.00	2.78		
WEST GROUP PAYMENT CENTER							
21026	11/1/2011	823810598	October 1 - October 31, 2011	269-145-801.00	385.65		\$385.65
WISCONSIN PUBLIC SERVICE CORP - P O BOX 19003							
21038	11/16/2011	0402047856-00005	Kleinke Park	208-751-920.01	63.52		\$63.52

otal Amount for Bank Account: General

\$48,488.25

MENOMINEE COUNTY
Claims Audit Report

Vendor Name	Vcher#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General								
Waste Management	21105	11/15/2011	098-0000715-0438-5	Waste Pick Up at 908 5th Street	517-252-801.00	130.40		\$130.40
Total Amount for Bank Account: General								\$130.40

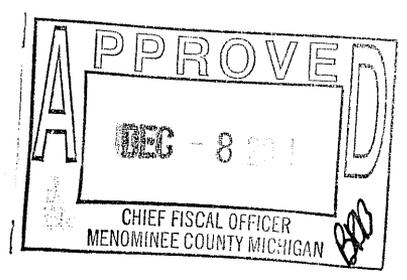
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A P P R O V E D
 NOV 29 2011
 CHIEF FISCAL OFFICER
 MENOMINEE COUNTY MICHIGAN
BLS

**MENOMINEE COUNTY
Claims Audit Report**

Vendor Name	Vcher#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General								
Blue Cross Blue Shield of MI								
	21250	11/22/2011	January 2012	45478 \$16846.94, 400 \$82216.15, 401 : 101-103-712.00		58,123.76		\$99,725.58
	21250	11/22/2011	January 2012	45478 \$16846.94, 400 \$82216.15, 401 : 205-315-712.00		13,503.12		
	21250	11/22/2011	January 2012	45478 \$16846.94, 400 \$82216.15, 401 : 205-316-712.00		1,639.51		
	21250	11/22/2011	January 2012	45478 \$16846.94, 400 \$82216.15, 401 : 208-751-712.00		2,732.51		
	21250	11/22/2011	January 2012	45478 \$16846.94, 400 \$82216.15, 401 : 266-325-712.00		2,602.16		
	21250	11/22/2011	January 2012	45478 \$16846.94, 400 \$82216.15, 401 : 266-326-712.00		1,259.09		
	21250	11/22/2011	January 2012	45478 \$16846.94, 400 \$82216.15, 401 : 271-790-712.00		4,281.11		
	21250	11/22/2011	January 2012	45478 \$16846.94, 400 \$82216.15, 401 : 296-663-712.00		1,639.51		
	21250	11/22/2011	January 2012	Bernice Bauman	701-000-231.10	662.49		
	21250	11/22/2011	January 2012	Airport	701-000-231.10	2,049.38		
	21250	11/22/2011	January 2012	Employee Contribution	704-000-232.00	9,714.88		
	21250	11/22/2011	January 2012	Brian Neumeier	701-000-231.10	759.03		
	21250	11/22/2011	January 2012	Lynn Somero	701-000-231.10	759.03		

Total Amount for Bank Account: General \$99,725.58



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 submitted for payment	

Submitted by: Brian Bousley

12/21/2011
Date

WORKSHOP ACTION

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

COUNTY BOARD ACTION

DATE:

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

MENOMINEE COUNTY
BOARD OF COMMISSIONERS
REIMBURSEMENT VOUCHER

12/6/11
BLS

Mileage: ~~\$51~~ ^{55.5}/mile ~ effective 01 Jan. 2011

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

COPY

*must attach receipt for reimbursement

Name: Charlie Meintz ~ District 4

Date	Mileage, meals, Bridge Tolls, Lodging, etc.	Account Number	Amount
NOV 8	Board Meeting 50 miles	101-101-860.04	27.75
NOV 22	Board Meeting 50 miles	101-101-860.04	27.75
NOV 1	Parks & Rec	101-101-860.04	0
		101-101-860.04	
		101-101-860.04	
		101-101-860.04	
		101-101-860.04	
		101-101-860.04	
		101-101-860.04	
		101-101-860.04	
		101-101-860.04	
		101-101-860.04	
		101-101-860.04	
Conference Expenses			
		101-101-859.00	
		101-101-859.00	
		101-101-859.00	
		101-101-859.00	
		101-101-859.00	
		101-101-859.00	
Total Mileage, Meals, Lodging & Conference Expenses to be reimbursed			55.50

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

Charlie Meintz
Signed

NOV 5 2011
Date

MENOMINEE COUNTY BOARD OF COMMISSIONERS AGENDA ITEM

SUBJECT:	Miscellaneous Boards/Committees/Commission Reports
DEPARTMENT:	Administration
ATTACHMENTS:	Yes
SUMMARY: Miscellaneous reports discussed at the 12/13/11 County Board meeting	
RECOMMENDED MOTION To approve the miscellaneous reports discussed at the 11/22/11 County Board meeting	

Submitted by: **Brian Bousley**

 12/21/2011
Date

WORKSHOP ACTION

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

COUNTY BOARD ACTION

DATE:

	Approved
	Disapproved
	Approved with the following change(s):

MENOMINEE COUNTY BUILDING CODE DEPARTMENT

S904 US HIGHWAY 41 STEPHENSON, MI 49887
 PHONE: 906-753-6343 www.menomineecounty.com FAX:906-753-2200

MONTHLY BUILDING PERMIT REPORT

12/01/2011

PERMIT#	DATE ISSUED	OWNER	ADDRESS	TWP.	PERMIT FEE
P12633-11	11/01/11	MUELLER DIANE M	W4915 CO RD 338	MENOMINEE TWP.	\$81.96
Work :	7.DECK/PORCH	21'9" X 8' FRONT PORCH			010-112-001-25
P12628-11	11/01/11	KACZMARCZYK JODI	N7305 PARMENTER ST	MELLEN TWP.	\$172.92
Work :	2.ADDITION	24X24 4SEASONS ROOM			009-440-030-00
P12634-11	11/02/11	BYERS WILLIAM L & BERNADETTE J	N7306 HWY M-35	CEDARVILLE TWP	\$382.60
Work :	1.NEW DWELLING	NEW HOME ON A CRAWLSPACE			001-134-012-00
P12637-11	11/03/11	SCULLY MARK & TERRY	N418 WEST DR S	MENOMINEE TWP.	\$115.00
Work :	3.GARAGE	GARDEN SHED			010-033-009-00
P12636-11	11/03/11	SCHMITT WILLIAM & WIFE	W749 US HWY 2&41	HARRIS TWP.	\$228.60
Work :	4.MANUFACTURED	16X80 SINGE WIDE			005-011-021-00
P12635-11	11/03/11	PICHE DALE & DONNA	W2689 PICHE LN	SPALDING TWP.	\$156.60
Work :	2.ADDITION	20X24 ROOM ADDITION			013-224-007-00
P12638-11	11/09/11	LINSMEIER JOSEPH J & LAURIE L	N5972 HILLSIDE DR	MELLEN TWP.	\$151.48
Work :	2.ADDITION	14X16 ADDITION 28X30 GARAGE 10X12 PORCH			009-450-014-00
P12639-11	11/10/11	BROSLAVICK JOHN JR	N8690 I-2 RD	STEPENSON TWP.	\$238.00
Work :	4.MANUFACTURED	MANUFACTURED HOME ON A BASEMENT			014-015-016-50
P12640-11	11/29/11	LARSON EDWARD	N7582 CHURCH RD J-3	STEPENSON TWP.	\$228.60
Work :	4.MANUFACTURED	INSTALL MOBILEHOME			014-033-003-00

Total Permits 9
Total Fees \$1,755.76

Menominee County Parks and Recreation Committee

Meeting Minutes

November 1, 2011

The meeting was called to order at 6:30 pm by Chair Bob Desjarlais at the Menominee County Library in Stephenson, MI on November 1, 2011.

Reporting for roll call were: Bob Desjarlais, Ruby Ivens, Glenn Cody, Vola Bleile, County Administrator Brian Bousley, and County Commissioners Charlie Meintz and Mark Jasper. There was a quorum present to conduct the meeting. Al Thompson, Buildings and Grounds Supervisor, also attended the meeting.

Approval of agenda: Motion was made by Mark and seconded by Ruby. The motion carried.

Minutes: Minutes from the previous meeting on October 4, 2011 were approved. Glenn made the motion that was seconded by Charlie. The motion carried.

Public Comment: Candace Curran, president of the Menominee County Fair Committee, requested a joint meeting with the Parks and Recreation Committee in January to discuss the 2012 fair. She reported that the stray voltage problem at Shakey Lakes Park which had been a problem last year was recently corrected by the power company; grounding rods were installed. She announced that the 2012 event will be the 100th anniversary of the Menominee County Fair.

Bob Menacher from the Menominee County Sheriff's Department requested a reduced fee for a permanent campsite at Shakey Lakes Park. He remarked that his visibility there would help deter potential problems among the campers. His request was tabled until the next meeting.

Business:

- a. **Park Office Manager/Park Ranger Report:** Brian reported that crews were busy closing everything up for the winter, and that a water hydrant had ruptured at Shakey Lakes Park. In addition, a new water pump had been installed in one of the trucks.
- b. **Budget-monthly review:** Brian submitted the latest budget statement for review by the committee. Questions were raised concerning an overage for "gas and oil" as well as for "rental and contracting". Brian explained that the fuel tanks weren't full at the end of last year and that there had been unexpected increases in the rates for garbage removal and septic pumping. Bob suggested that much gasoline could be saved if those employees who were responsible for maintenance at Kleinke Park didn't have to report first to the maintenance facility at Shakey Lakes Park.
- c. **Projects Updates:** Dan Menacher, Menominee County Building Inspector, presented updated plans for the placement of the new dump station at Shakey Lakes Park. After much discussion, the committee requested Dan to oversee additional changes including: moving the dump station to the south side of the new bath house, eliminating the parking area and replacing it with a sidewalk, and rotating the orientation of the dump

station by 90 degrees. On another matter, Al reported that new caps had been installed on the pit toilets at Kleinke Park to prevent ground water from entering the pits.

- d. **Lease site policy and procedures:** The new policies and procedures were reviewed. Vola made a motion to approve them that was seconded by Charlie. The motion carried.
- e. **Camp Hosts:** After a brief discussion, Ruby made a motion to institute the program on a trial basis for one year that was seconded by Charlie. The motion carried.
- f. **Winter Projects:** Brian reported that the parks would be cleaned up, and that new signage would be constructed and installed at Kleinke Park. Additional winter projects would be forthcoming.
- g. **Any other matters:** Glenn suggested that the summer meetings at the various county park include a brief tour of the facilities by Al Thompson so that the committee could see first hand what projects had been undertaken as well as what other improvements needed to be considered. Ruby requested that the committee consider an earlier meeting time. Brian suggested that the committee consider establishing a fitness trail at one of the parks.

Correspondence: A letter thanking the park system for the West Shore Fishing Museum was read.

Public Comment: Candace offered her thanks to Ruby for her efforts on the Camp Host program. She also asked if camp registration could be conducted at the annex.

A motion to adjourn the meeting at 8:25 pm. was offered by Charlie and seconded by Vola.

Respectfully submitted by Glenn D. Cody

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

BOARD MEMBERS

MARY BRADLEY
MICHAEL KAUFMAN
PEGGY BASTIEN

DIRECTOR

RUSSELL K. SEXTON

Date: October 25, 2011

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

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

Others Present: Bernie Lang, Menominee County Board of Commissioners

APPROVAL OF AGENDA:

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

APPROVAL OF September 27, 2011 MINUTES:

Minutes of the September 27, 2011 Board Meeting were reviewed. A motion to accept the minutes was made by Mary Bradley and seconded by Mike Kaufman. Motion passed without opposition.

FINANCIAL REPORT:

The financial report for September 2011 was reviewed. There was \$150.00 in expenditures for DHS Board meeting attendance and \$969.09 in expenditures for MCSSA Statewide and District One dues; leaving a balance of \$3,030.97.

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

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

Mr. Sexton explained to the board that the financial report is based upon the annual allocation received from the Menominee County Board of Commissioners and that it does not reflect the actual funds received from the county. Mr. Sexton explained that we draw funds from the county on a quarterly basis if there is a need to do so. If we have a

balance at the beginning of the year or if we have sufficient funds when a new quarter starts we do not receive funds and thus our financial report balance sheet will differ from what the county shows as having been provided to the board. Mr. Sexton explained that at the end of the fiscal year these differences are reconciled with the county. Mr. Sexton explained that we have to work from the overall allocation so we know how much money we have available throughout the year as the actual funds in our account don't provide an accurate representation of where we are with the allocated funds.

There was a discussion in regard to the letter received from the Menominee County Administrator that spoke to changes in how the Menominee County Board of Commissioners will be reimbursing community members who are on various boards funded by the county. Mr. Sexton will be drafting a letter to the Board of Commissioners in regard to that letter and the specific circumstances that exist in regard to the DHS Board.

DIRECTOR'S REPORT:

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

MCSSA Information: Various MCSSA documents were distributed.

The next scheduled MCSSA District One meeting will be on January 11, 2012, in Marquette at the Ramada Inn.

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

Collaborative Issues: No new information. Mr. Sexton related that he has been unable to attend the collaborative board as of late due to conflicts with other mandated meetings.

Business Plan Update: No update. Mr. Sexton reviewed the new DHS Strategic Plan with the board.

Miscellaneous: Mr. Sexton reviewed a variety of policy changes and other current events with the board.

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

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

UNIT REPORTS: No unit report was provided.

BOARD BUSINESS:

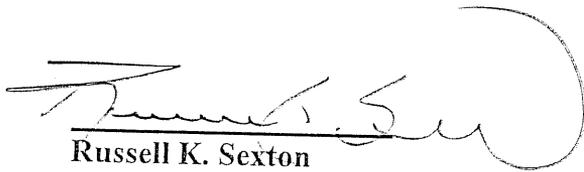
Approval of Vouchers: Vouchers were reviewed and approved. Motion made by Mary Bradley and supported by Mike Kaufman. Motion passed without opposition.

NEW BUSINESS: There was no new business presented.

PUBLIC COMMENT: None.

NEXT MEETING: November 29, 2011 at 9:00 a.m. in the Menominee County DHS Board Room.

ADJOURNMENT: Motion to adjourn made by Mary Bradley and supported by Mike Kaufman. Motion passed without opposition. Meeting adjourned at 9:36 a.m.



Russell K. Sexton
Board Secretary



Michael Kaufman
Chairperson

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

NORTHPOINTE HEALTHCARE SYSTEMS BOARD OF DIRECTORS
Regular Monthly Meeting
MINUTES
715 Pyle Drive; Kingsford, Michigan
October 27, 2011 4:00 p.m.

CALL TO ORDER/ROLL CALL:

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

<u>MEMBERS</u>	<u>Present</u>	<u>Excused</u> <u>Absent</u>	<u>Absent</u>	<u>MEMBERS</u>	<u>Present</u>	<u>Excused</u> <u>Absent</u>	<u>Absent</u>
Connors, Peggy	X			Luhtanen, Joan	X		
DeDie, William		X		Martin, Ann		X	
DeGrave, Marylee		X		Negro, Mari	X		
Erickson, Peggy	X (4:03 p.m.)			Raether, Karen	X		
Hofer, Millie	X			Plumley, Robert	X		
Lang, Bernie	X			Spence, Christine	X		

Others Present: Frank Smith (substituting for Ann Martin)

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

P. Erickson present at 4:03 p.m.

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

ACTION: Moved to approve the agenda as presented.

Motion by: J. Luhtanen; supported by P. Connors. **Motion carried unanimously**

APPROVAL OF THE MINUTES:

There were no additions or corrections to the minutes from the regular Board of Directors meeting on September 22, 2011.

ACTION: A motion was made to dispense with reading the minutes from the September 22, 2011 regular Board of Directors meeting and approve as written.

Motion by: P. Connors; supported by B. Lang. **Motion carried unanimously.**

PRESENTATION: Michigan Municipal Risk Management Authority - Chris Katona

Chris Katona stated that he is the Regional Risk Manager for the Michigan Municipal Risk Management Authority (MMRMA) which represents Northpointe. MMRMA is the property and liability carrier for Northpointe and also handles the workers compensation program. Mr. Katona stated that he wanted to congratulate Terri Wendt and Sandy Giguere on the great job they have done in turning the workers compensation program into a very good piece of business for Northpointe and bringing the overall program cost down over the last 5 years. Mr. Katona reviewed Northpointe's property and liability insurance coverage. Mr. Katona stated that MMRMA, as a whole, has been doing very well financially and for the past few years has done a net asset distribution program. In the past year, MMRMA has given back almost \$30,000.00 to Northpointe through the net asset distribution program. Mr. Katona stated the asset distribution monies are in excess of reported but not claimed losses which is money given back to MMRMA members and Northpointe uses these dollars for their loss/fund deductibles.

CEO REPORT

Karen Thekan stated that her October 2011 CEO report was in Board packets; she provided the following updates and highlights:

Federal/State Activity:

- The State is in the process of forming 4 different workgroups for the dual eligible project and at this time there is not a U.P. representative being recommended for any of the workgroups. Ms. Thekan has corresponded with the Board Association that they would like to see Bill Slavin, NorthCare COO, considered to be the U.P. representative on a workgroup. A letter from Flo Cutter, Pathways Board Member, regarding the dual eligible project was provided to Board members for their information.
- An e-mail was received from the National Council of Behavioral Healthcare asking individuals or organizations

senators at the national level who will be coming up with a plan to introduce reductions/cuts. Discussion ensued and consensus of Board members is sign the letter of support as an organization.

Action: A motion was made by M. Negro, supported by J. Luhtanen to approve that Northpointe, as a whole, sign the letter from the National Council of Behavioral Healthcare in support of no reductions/cuts to Medicaid.

Motion carried unanimously.

- There has not been any news received regarding the General Fund allocation as to what reduction community mental health agencies will be taking.
- Ms. Thekan stated that she attended the Fall conference and if anyone wanted handouts from the conference to contact her. Karen Raether stated that she also attended the conference. Ms. Raether attended the chairpersons meeting and many issues were dealt with regarding all the changes that are going on. Mari Negro stated that she also attended the conference and listening to Lynda Zeller speak was very encouraging. Ms. Negro also stated that one of the workshops she attended was on Board roles and responsibilities. Ms. Negro further stated that what she found out from this workshop is that every Board has statutory requirements that must be met, are responsible for the statutory requirements, and have duties as Board members they must do. Ms. Negro stated that this information should be included in the new Board member orientation manual and Ms. Thekan stated that some of this information will be added. Miscellaneous questions were addressed by Ms. Thekan.

Local Activity:

- Ms. Thekan stated there are quite a number of employees that are celebrating their 20 year anniversary of employment with Northpointe this month and wanted to congratulate all of them. The majority of these staff have worked in the same group home for their 20 years of employment.

Karen Raether stated that Board meetings are lasting too long and she is asking committee chairpersons to just highlight items that do not need discussion or a motion when reporting for their committee.

FINANCE COMMITTEE REPORT – P. Connors

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

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

The check disbursement report in the amount of \$1,878,439.54 was reviewed and recommended for Board approval.

ACTION: A motion was made by P. Connors, supported by M. Negro to approve the check disbursement report for bills paid in the amount of \$1,878,439.54 as presented.

ROLL CALL VOTE:

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

Motion carried unanimously.

2. **ISSUE:** Review Financial Report - September 2011

The committee reviewed the September 2011 financial report and recommended for Board approval.

ACTION: A motion was made by P. Connors, supported by C. Spence to approve the September 2011 financial report.

ROLL CALL VOTE:

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

Motion carried unanimously.

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

The committee reviewed the following contracts and recommended for Board approval.

	Name of Contract	Purpose of Contract	Date of Contract	Old Rate	New Rate	Change
A.	Cherith Counseling Ctr.	Outpatient Counseling	11/1/11-5/31/12	\$70/encounter	\$70/encounter	n/a
This is a renewal self-determination agreement for one person to have counseling services through Cherith.						
B.	Clean Kill Pest Control	Pest Control	11/1/11-10/31/13	\$29/month to \$288 annual service	same	n/a
This is a renewal agreement for pest control at all 13 sites. The group homes are done monthly and the offices on an annual basis. The price varies due to the size of the facility.						
C.	D & J Enterprises	Snow Removal	10/1/11-9/30/12	\$45/encounter	same	n/a
Renewal agreement for snow removal of sidewalks, landing and parking area for "A" Street apartment building. Includes salting.						
D.	Marquette Med. Clinic - IR	Physician Services	10/1/11-9/30/12	\$300/month	\$300/month	n/a
This is a renewal agreement with Dr. Kearney to provide physician services to consumers at Boyington.						
E.	LB MedWaste Services	Medical Waste Disposal	11/1/11-10/31/12	n/a	\$58 every other month	n/a
This is a new contract with LB MedWaste to handle infectious waste disposal. LB is replacing our current contract with Stericycle at a significant savings.						
F.	Cornerstone Residential Services	Specialized Residential	10/14/11-12/31/11	\$180.00	\$240/day	
This is an addendum to the current contract for one resident for an initial 30 day assessment period. The rate will be adjusted following the 30 days depending on behaviors and staffing needs.						
G.	HIS, Inc.	Lease Agreement	12/15/11-12/14/12	\$350/month	\$350/month	n/a
This is a renewal lease agreement with HIS, Inc. for the Lane Street Home.						
H.	Carrie Zigman	Speech and Language Services	1/1/12-12/31/12	\$57.75-direct services & \$51.50-indirect	\$58.50-direct & \$53-indirect	Inc. of \$.75-direct & \$1.50-indirect
This is a renewal agreement for speech and language services for our consumers for a maximum of 60 hours per month.						
I.	Northern Pines (aka Powers Activity Center)	Skill Building Services	1/1/12-12/31/12	\$11/hr.	\$11/hr.	n/a
This is a renewal agreement for day program/skill building services in Powers for approximately 25 consumers. Total cap is \$251,978.00/yr.						
J.	John Zinger II	Snow Plowing	11/1/11-9/30/12	\$50/hr.	\$50/hr.	
This is a renewal agreement for snow plowing services for the IR office, Gathering Pointe, Boyington and Crossroads.						
K.	Ihander AFC	Specialized Residential	11/1/11-12/31/11	\$82.53/day	\$119.60/day	Inc. \$37.07/day
This is an addendum to the current contract to increase the daily rate due to increased medical needs. The resident is no longer able to attend Northern Pines. This increase will stop when he returns to the Northpointe program.						
L.	Cherith Counseling Ctr.	Outpatient Therapy	1/1/12-12/31/12	\$70/hr.	\$70/hr.	n/a
This is a renewal agreement with Sandy Festian for outpatient services through self-determination.						

Match Agreement	Vocational Services	10/1/11-9/30/12	\$5227.00-Iron & Dickinson \$6768.00-Menominee	\$5227.00-Iron & Dickinson \$6768.00-Menominee	No change
This is Northpointe's cash match portion for Michigan Rehab. Services in the Iron, Dickinson & Menominee areas.					

ACTION: A motion was made by P. Connors, supported by C. Spence to approve all contracts as noted above.

ROLL CALL

MEMBERS

Connors, Peggy
DeDie, William
DeGrave, Marylee
Erickson, Peggy
Hofer, Millie
Lang, Bernie

YES **NO**

X

X
X
X

MEMBERS

Luhtanen, Joan
Martin, Ann
Negro, Mari
Raether, Karen
Plumley, Robert
Spence, Christine

YES **NO**

X

X
X
X
X

Motion carried unanimously.

4. **ISSUE:** Michigan Association of Community Mental Health Boards (MACMHB) Dues
The MACMHB Fiscal Year (FY) 2012 dues are \$9,355.00, the dues did not increase, and recommended for Board approval.

ACTION: A motion was made by P. Connors, supported by M. Negro to approve that the MACMHB FY2012 dues in the amount of \$9,355.00 be paid.

ROLL CALL VOTE:

MEMBERS

Connors, Peggy
DeDie, William
DeGrave, Marylee
Erickson, Peggy
Hofer, Millie
Lang, Bernie

YES **NO**

X

X
X
X

MEMBERS

Luhtanen, Joan
Martin, Ann
Negro, Mari
Raether, Karen
Plumley, Robert
Spence, Christine

YES **NO**

X

X
X
X

Motion carried unanimously.

5. Miscellaneous

- Peggy Connors stated that Mari Negro asked to see a sample contract as there was nothing in the Board Policies as to who is delegated to sign Northpointe contracts. The Planning Committee was in the process of reviewing Board Policies and would be discussing that a statement should be added to Board Policies that the CEO is delegated to sign Northpointe contracts. Karen Thekan stated that a Board resolution was done in 2009 that was specific for her and Bill Adrian to sign contracts. Ms. Thekan also stated that she did contact Northpointe's attorney who provided that it was appropriate to add that the CEO be designated to sign Northpointe contracts to Board Policies and also to the CEO job description. Ms. Thekan stated that the attorney also provided that Northpointe is fine with all prior contracts that were signed. The attorney will also be providing a letter to have on file which states that Northpointe contracts previously signed are valid. Ms. Thekan will provide the attorney's letter to the Board when it is received. Miscellaneous questions were addressed by Ms. Thekan.
- Peggy Connors stated there was a concern regarding the amount of e-mails that were distributed by employees prior to the last Board meeting regarding an issue that was discussed at a committee meeting. Some Board members were unaware of this issue before the September Board meeting because they do not receive copies of committee meeting minutes prior to the Board meeting so in order for them to be more informed of issues, committee meeting minutes will be e-mailed to Board members before the Board meeting.

RECIPIENT RIGHTS COMMITTEE REPORT – K. Raether

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

1. The Recipient Rights Office Quarterly Report was reviewed.
2. The Annual State Recipient Rights Office Report was reviewed.
3. A training on the Recipient Rights investigate process was provided.

PERSONNEL COMMITTEE REPORT - J. Luhtanen
Ms. Luhtanen highlighted the following from the Planning Committee meeting minutes:

1. **ISSUE:** Housing Alternatives
Joan Luhtanen stated that a goal for this year was to look at housing for consumers. Different alternative housing options for consumers were reviewed and information on the different living options at Belgium Pointe was provided.
ACTION: Information
2. **ISSUE:** Skills Building Program
Joan Luhtanen stated that there are individuals that are non-open Northpointe consumers who need socialization/interaction and cannot attend a Northpointe skills building program. A meeting will be scheduled with Northpointe supervisors and staff to look into the possibility of implementing a drop-in program for socialization in the Iron County area.
ACTION: Information
3. **ISSUE:** 3rd Quarter Outcomes Report
The 3rd quarter Outcomes Report was reviewed and performance indicators discussed were: Individual Plan of Service, Face-to-Face Contacts, and Peer Support Services. Miscellaneous questions were addressed by Karen Thekan and Lisa Dionne.
ACTION: Information
4. **ISSUE:** Annual Review of Northpointe Board Policies
Joan Luhtanen stated that Planning Committee members are recommending in the Board Policies under I.B.-#2 the following be added: "CEO has the authorization to sign contracts as authorized by the Board." Discussion ensued and it was recommended that the CFO also be added to the above.
ACTION: A motion was made by M. Negro, supported by P. Connors to approve that the following be added in the Board Policies under I.B.-#2: "CEO and/or CFO has the authorization to sign contracts as authorized by the Board." **Motion carried unanimously.**
5. **ISSUE:** Annual Review of Northpointe By-Laws
Chris Spence stated that in the Board By-Laws under Section 9. Board Officers for Treasurer it states "The treasurer shall oversee the management of the Authority's funds. The treasurer shall also be responsible for recommending to the Board the appropriate investment of surplus funds as permitted by law." Ms. Spence stated that as treasurer she did not feel comfortable recommending how the surplus funds are invested and this statement should be changed to: "The treasurer will oversee the management of the Authority's funds. The treasurer shall be kept advised of the investment of surplus funds as permitted by law." Discussion ensued. Ms. Luhtanen reviewed other revisions to the By-Laws. Millie Hofer stated that there should be a term limit set for a Board chairperson for diversification. Karen Thekan stated that elections are held annually for Board officers and officers can be changed annually by the Nominating Committee and the election.
ACTION: The Board By-Laws will be approved at the November Board meeting.
6. **ISSUE:** Draft-Board Orientation Manual
Additional information to add to the Board orientation manual was reviewed by committee members.
ACTION: Updating the Board Orientation manual is ongoing until completed.

PERSONNEL COMMITTEE REPORT - B. Lang

Mr. Lang highlighted the following from the Personnel Committee meeting that was held on October 27, 2011:

1. **ISSUE:** Human Resources Quarterly Reports
The following reports for the 4th quarter (July-September 2011) were reviewed:
 - Employee Injuries - There were 5 employee injuries for the quarter.
 - Separated Employees - There were 8 employees for the quarter that left Northpointe employment.
 - Wage Increases - There were 57 employees during the quarter that received their annual performance review: 47 received a pay increase and 10 did not receive a pay increase due to being at the top of their pay scale.Karen Thekan stated that she wanted to give "kudos" to Terri Wendt and her staff on the excellent job they have done with the Northpointe workers compensation program to lower costs.
ACTION: Information
2. **ISSUE:** Background Checks Policy-Revisions
The revisions to the Background Checks Policy were reviewed. Miscellaneous questions were addressed by Ms. T. Wendt and Karen Thekan.
ACTION: A motion was made by J. Luhtanen, supported by P. Connors to approve the revisions to the Background Checks Policy. **Motion carried unanimously.**

Contract Karen Thekan
 Bernie Lang stated that after discussion in the Personnel Committee meeting they are recommending that Karen Thekan's contract be renewed for 2 years at her current base salary and benefits and one time performance payment of \$1,500.00 awarded to Ms. Thekan in the first year of her contract. Discussion ensued and miscellaneous questions were addressed by Ms. Thekan.

ACTION: A motion was made by B. Lang, supported by P. Connors to approve that Ms. Thekan's contract be renewed for 2 years at her current base salary and benefits. A one time performance payment of \$1,500.00 will be awarded to Ms. Thekan in the first year of her contract.

ROLL CALL

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

Motion carried unanimously.

Karen Raether, on behalf of the Board, thanked Ms. Thekan for the fine job she has done at Northpointe.

4. **Miscellaneous**

- Bernie Lang stated that the Personnel Committee is recommending that the following be added to the CEO job description: "The CEO is authorized to sign contracts as approved by the Board of Directors."

Action: A motion was made by B. Lang, supported by J. Luhtanen to add the following to the CEO job description: "The CEO is authorized to sign contracts as approved by the Board of Directors." **Motion carried unanimously.**

CHAIRPERSONS REPORT - K. Raether

- The Great Lakes Fall conference evaluation was provided to Board members for their information.
- The NorthCare Advisory Council will hold their first meeting on December 6.
- A draft of the 2012 Board of Directors meeting schedule was provided for review. Discussion ensued and miscellaneous questions were addressed by Karen Thekan and Bill Adrian.

Action: A motion was made by P. Erickson, supported by M. Negro to approve the 2012 Board of Directors meeting schedule with a change to the November meetings: The Finance Committee meeting will be scheduled for Monday, November 19, 2012 and the Board meeting will be scheduled for Monday, November 26, 2012.

Motion carried unanimously.

OLD BUSINESS - No old business

NEW BUSINESS - No new business

BOARD PREROGATIVE/AMBASSADOR MOMENT – None

PUBLIC COMMENTS

- Frank Smith stated that he was glad to be in attendance at the Board meeting to see the multitude of issues that were dealt with and how well everything seems to be going. Mr. Smith commended Northpointe on their leadership and the study that is put into the information that is provided to everyone. Mr. Smith stated he saw participation from everyone which indicated that the material they receive is reviewed.

ADJOURNMENT

Chairperson Raether stated the meeting adjourned. Meeting adjourned at 5:29 p.m.

The next regular monthly Board meeting is scheduled for November 17, 2011 in Kingsford, Michigan at 4:00 p.m.

 Karen Raether, Chairperson

 Peggy Connors, Secretary

 Mary Wendt, Board Secretary

MINUTES

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

Personnel Committee Meeting
3:00 p.m. – 9/21/11

MEMBERS PRESENT: Pearson, Hartz and Furlong
MEMBERS EXCUSED:
MEMBERS ABSENT:
OTHERS PRESENT: Airport Manager Spreen & Peshtigo Times

1. Call to order.

Pearson called the meeting to order at 3:00 p.m.

2. Approve/Amend agenda

Motion (Hartz/Furlong) to approve agenda as presented. Motion carried. No negative votes. Furlong mentions that there has not been a chairman selected for this committee. The next committee meeting will have a selection process.

3. Public Comment

None

4. Discuss/consider employment options for future emergency help, action if any

Motion (Furlong/) to have a part time manager, part time lineman and a full time lineman. Motion fails due to no support.

Motion (Hartz/Pearson) to consider employment options for future emergency help. Motion carried. Furlong opposed.

5. Communications/correspondence.

6. Dialog between airport users and the TCAC

None

7. Dialog between manager and TCAC

None

8. Public Comment

None

9. Schedule next meeting.

TBA

10. Adjourn

Motion (Hartz/Furlong) to adjourn. Motion carried. No negative Votes.

MINUTES

**TWIN COUNTY AIRPORT COMMISSION
2801 NORTH 22ND STREET
MENOMINEE, MI 49858
906-863-8408
FAX 906-863-7392**

Executive/Finance Meeting, 9/26/2011 – 3:00 p.m.

MEMBERS PRESENT: Pearson and Berman
MEMBERS EXCUSED: Lakari
OTHERS PRESENT: Airport Manager Spreen, Eagle Herald

1. Call to order

Pearson called the meeting to order at 3:00 p.m.

2. Approve/amend agenda

Motion (Pearson/Berman) to amend with quorum of the board may be present. Motion carries.
No negative votes.

3. Public Comment

None

4. Discuss/consider TCA fiscal year 2011-2012 budget, action if any

Fiscal year 2010/2011 budget vs. actual was gone through to create fiscal year 2011/2012.

5. Communications/correspondence

None

6. Dialog between manager and the TCAC

None

7. Dialog between airport users and the TCAC

None

8. Public comment

None

9. Schedule next meeting

10/19/11 3:30 p.m.

11. Adjourn

Motion (Berman/Pearson) to adjourn. Motion carried. No negative votes.

MINUTES

**TWIN COUNTY AIRPORT COMMISSION
2801 NORTH 22ND STREET
MENOMINEE, MI 49858
906-863-8408
FAX 906-863-7392**

Regular Session Commission Meeting October 24, 2011 – 8:00 a.m.

MEMBERS PRESENT: Jim Pearson, Dale Berman, James Furlong, John Hartz, Nick Lakari, Ted Sauve

MEMBERS EXCUSED: None

OTHERS PRESENT: Airport Users, Bay Cities Radio, Eagle Herald, Peshtigo Times, Public Citizens

1. Call to order

Chair Pearson called the meeting to order at 8:00 a.m.

2. Pledge of Allegiance

3. Roll call

4. Approve/amend agenda

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

**5. Approve/amend minutes
9/21/2011 Regular Meeting
7/11/2011 Special Meeting
9/26/2011 Special Meeting**

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

6. Public Comment

None

7. Discuss/consider Jeff LaFleur's resignation, action if any

Motion (Furlong/Sauve) to put consideration of Jeff LaFleur's resignation on hold. Vote – Berman and Hartz opposed. Motion carried.

8. Discuss/consider advertisement for airport lineman, action if any

Motion (Furlong/Hartz) to follow Menominee County's hiring process and the Twin County Airport bylaws in searching for and potentially hiring a new lineman. Vote – unanimous. Motion carried.

9. Discuss/consider reviewing proposed 2011-12 budget, action if any

Motion (Hartz/Lakari) to move forward with the 2011-12 budget as proposed. Vote – unanimous. Motion carried.

10. Discuss/consider Explorer Solutions phase 1 contract signing and the project committee selection with Nancy Douglas, action if any

Nancy Douglas addressed the commission regarding phase 1 of the Explorer Solutions study.

Motion (Furlong/Hartz) to authorize Chair Jim Pearson to sign the contract for phase 1 of the Explorer Solutions study contingent upon receipt of a written opinion from the airport's attorney. Vote – unanimous. Motion carried.

Motion (Berman/Furlong) to approve the project committee as follows:

- Jim Pearson, Chairman, Twin County Airport Commission, member Menominee County Board
- Tim Spreen, Twin County Airport Manager
- Nancy Douglas, Director, Menominee Business Development Corp.
- Paul Putnam, UW Extension, Community, Natural Resource, and Economic Development Educator for Marinette County
- Nick Lakari, Marinette County Board, member Twin County Airport Commission, member Tourism and Economic Development Committee, Marinette County
- Jerry Mullins, CEO, Enstrom Helicopter Corp.
- Jason Lauzer, Transportation Manager, Marinette Marine Corp.
- Ron Kadlubowski, Advanced Technology Manager, Karl Schmidt Unisia, Inc.

Vote – unanimous. Motion carried.

11. Discuss/consider signing MDOT contract for the update of the exhibit "A" property map, including boundary survey, and update of airport layout plan, action if any

Motion (Furlong/Berman) to approve and sign the MDOT contracts. Vote – unanimous. Motion carried.

12. Discuss/consider resolution/authorization that specifically names the official(s) authorized to sign MDOT contracts and future signing requirements, action if any

Motion (Furlong/Sauve) to authorize the Twin County Airport Commission Chairman to sign all MDOT contracts with prior approval of the Commission. Vote – unanimous. Motion carried.

13. Discuss/consider approving the FY 2012 to 2022 Ten-Year Airport Capital Improvement Program (CIP), action if any

Motion (Furlong/Sauve) to approve the FY 2012 to 2022 Ten-Year Airport Capital Improvement Program as presented. Vote – unanimous. Motion carried.

14. Manager's report

Airport Manager Tim Spreen presented the manager's report to the commission.

Motion (Hartz/Lakari) to approve the manager's report as presented. Vote – unanimous. Motion carried.

15. Communications/correspondence

None

16. Dialog between manager and the TCAC

Commissioner Sauve asked Manager Spreen to include a thank you in the September 21, 2011 minutes to Don Witt for supplying information on the largest employers in Marinette and Menominee counties.

17. Dialog between airport users and the TCAC

None

18. Public comment

Wayne Beyer addressed the commission regarding Jeff LaFleur's resignation.

Nancy Douglas invited members of the commission to attend the Explorer Solutions phase 1 launch.

19. Schedule next meeting

A special meeting is scheduled for Wednesday, November 2, 2011 at 4:00 p.m.

20. Adjourn

Motion (Berman/Lakari) to adjourn. Vote – unanimous. Motion carried.

MINUTES

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

Special Meeting October 31, 2011 – 4:30 p.m.

MEMBERS PRESENT: Jim Pearson, Dale Berman, James Furlong, John Hartz, Nick Lakari, Ted Sauve

MEMBERS EXCUSED: None

OTHERS PRESENT: Bay Cities Radio, Eagle Herald, Peshtigo Times, Public Citizens

1. Call to order

Chair Pearson called the meeting to order at 4:30 p.m.

2. Pledge of Allegiance

3. Roll call

4. Agenda

Motion (Sauve/Furlong) to approve the agenda. Vote – unanimous. Motion carried.

5. Public Comment

Everett Anderson and Wayne Beyer addressed the commission regarding Lineman Jeff LaFleur's resignation.

6. Discuss/consider the Marinette County offer to assist in TCAC agendas and minutes, action if any

Motion (Berman/Furlong) to accept the Marinette County offer to assist with the TCAC agendas and minutes, effective immediately. Vote – unanimous. Motion carried.

7. Discuss/consider request from Jeff LaFleur to rescind his resignation dated October 12, 2011, action if any

Motion (Furlong/Sauve) to allow Jeff LaFleur to rescind his resignation.

Discussion by the commission brought out the fact that since Jeff LaFleur was still employed, the motion to allow him to rescind his resignation was not necessary. Commissioner Sauve withdrew the second. Commissioner Furlong withdrew the motion.

Motion (Furlong/Sauve) to accept the legal opinion of Attorney Dan Hass that Jeff LaFleur rescinded his resignation prior to the last day of work and should report back to work November 1, 2011, and that any time used from October 17, 2011 to October 31, 2011 will be considered vacation time. Vote – Hartz opposed. Motion carried.

8. Communications/correspondence

None

9. Dialog between manager and the TCAC

None

10. Dialog between airport users and the TCAC

None

11. Public comment

None

14. Adjourn

Motion (Furlong/Lakari) to adjourn. Vote – unanimous. Motion carried.

MINUTES

**TWIN COUNTY AIRPORT COMMISSION
2801 NORTH 22ND STREET
MENOMINEE, MI 49858
906-863-8408
FAX 906-863-7392**

Special Meeting November 2, 2011 – 4:30 p.m.

MEMBERS PRESENT: Jim Pearson, Dale Berman, James Furlong, John Hartz, Nick Lakari, Ted Sauve

MEMBERS EXCUSED: None

OTHERS PRESENT: Airport Manager Tim Spreen, Marinette County Administrative Secretary Gina Teeple, Airport Users, Bay Cities Radio, Eagle Herald, Peshtigo Times

1. Call to order

Chair Pearson called the meeting to order at 4:30 p.m.

2. Pledge of Allegiance

3. Roll call

4. Agenda

Motion (Furlong/Lakari) to amend the following agenda item:

7. Closed session pursuant to the open meetings act, ~~267 of 1976, MCL 15.268 section 8(e) and Wisconsin Statute 19.85 (1) (c)~~ Considering employment, promotion, compensation or performance evaluation data of any public employee...to-wit:
 - Current Airport Manager's contract

Vote – Hartz opposed. Motion carried.

Motion (Lakari/Furlong) to approve the agenda as amended. Vote – Hartz opposed. Motion carried.

5. Public Comment

Mary Negro addressed the Commission regarding the Wisconsin and Michigan Open Meeting Laws, the Wisconsin and Michigan statutes concerning aeronautics and aviation, and the airport's bylaws.

6. Discuss/consider approving the TCA 2011-2012 budget, action if any.

Motion (Hartz/Furlong) to approve the TCA 2011-2012 budget as presented. Vote – unanimous. Motion carried.

Motion (Sauve/Dale) to suspend the rules of order to discuss how the meeting should proceed. Vote – unanimous. Motion carried.

Motion (Hartz/Furlong) to table the following agenda items:

7. Closed session pursuant to the open meetings act, Wisconsin Statute 19.85 (1) (c) Considering employment, promotion, compensation or performance evaluation data of any public employee...to-wit:
 - Current Airport Manager's contract
8. Open session per Wisconsin Statute 19.85 (2), action if any

Vote – unanimous. Motion carried.

9. Discuss/consider Airport Manager's contract, action if any

Motion (Furlong/Sauve) to send a letter to Airport Manager acknowledging receipt of his letter requesting negotiations of his contract, and that contract negotiations will be held in a timely fashion. Vote – unanimous. Motion carried.

10. Communications/correspondence

None

11. Dialog between manager and the TCAC

Airport Manager Spreen informed the Commission that he is in the process of getting quotes to replace the cracked window panels.

Chair Pearson asked if Airport Manager Spreen had ideas for future public involvement at the airport.

12. Dialog between airport users and the TCAC

Rick Estebo informed the Commission that for the past two years on Thursday nights, from April through October, a brat fry has been held in the far south hangar building. The press, public, and Commission have all been invited.

13. Public comment

Ms. Negro further addressed the Commission regarding the Michigan and Wisconsin aeronautics and aviation statutes.

14. Adjourn

Motion (Hartz/Berman) to adjourn at 5:17 p.m. Vote – unanimous. Motion carried.

MINUTES

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

Special Meeting November 10, 2011 – 4:00 p.m.

MEMBERS PRESENT: Jim Pearson, Dale Berman, James Furlong, John Hartz, Nick Lakari, Ted Sauve

MEMBERS EXCUSED: None

OTHERS PRESENT: Marinette County Administrative Secretary Gina Teeple, Airport Users, Bay Cities Radio, Eagle Herald, Menominee County News, Peshtigo Times, Public Citizens

1. Call to order

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

2. Pledge of Allegiance

3. Roll call

4. Agenda

Motion (Furlong/Sauve) to approve the agenda. Vote – unanimous. Motion carried

5. Public Comment

None

6. Discuss/consider resignation letter Airport Manager Tim Spreen, action if any.

Chair Pearson read Airport Manager Tim Spreen's letter of resignation.

Motion (Furlong/Sauve) to accept Airport Manager Tim Spreen's letter of resignation and to send a letter to Mr. Spreen thanking him for his service and wishing him luck in his future endeavors. Vote – unanimous. Motion carried.

10. Communications/correspondence

Commissioner Sauve reported that representatives for Congressman Reid Ribble have agreed to put forth their best effort to locate an airplane to display in front of the Twin County Airport.

12. Dialog between airport users and the TCAC

Everett Anderson addressed the Commission regarding previous Airport Manager Tim Spreen.

13. Public comment

Dave Menor addressed the Commission regarding the resignation of previous Airport Manager Tim Spreen.

14. Adjourn

Motion (Lakari/Berman) to adjourn at 4:15 p.m. Vote – unanimous. Motion carried.



Public Health Delta & Menominee Counties



Board of Health Meeting

Pinecrest Medical Care Facility, Powers

Meeting Minutes

Wednesday, September 21, 2011

Board Members Present

Bob Burie

Mark Jasper

Mary Harrington

Tom Elegeert

Bernie Lang

Board Members Absent

Tom Trudgeon (excused)

Public Health Staff

Mike Snyder, Acting Health Officer/ Administrator

Lynn Woelffer, Director of Finance

Sharon Engelsjerd, Executive Secretary

1. Call to Order/Roll Call

The September 21, 2011, meeting of the Delta-Menominee District Board of Health was called to order at 4:32 p.m. CST by Chairman Lang. Roll call was taken and is recorded above. (Though not present at roll call, Mr. Jasper arrived at 4:35.)

2. Approval of Agenda

Mr. Burie moved to approve the agenda. Motion was supported by Mr. Elegeert and carried.

3. Approval of Minutes

Mr. Burie moved that the minutes of August 17, 2011 be approved. Motion was supported by Ms. Harrington and carried.

4. Review and Approval of Fiscal Year 2012 Budget

Mr. Burie reported the meeting of the Finance Committee with Ms. Woelffer, Director of Finance, and Mr. Snyder, Acting Health Officer. In the meeting, the FY12 Budget was thoroughly reviewed and all questions by committee members answered satisfactorily. The proposed budget is balanced using no monies from the fund balance. The Finance Committee recommends the Board approve the budget as written. Ms. Woelffer reviewed some changes reflected in the proposed budget:

- FY12 budget addresses \$244,000 less than the FY11 Budget. This is mostly due to completion of some grants and funding reductions.
- We have received new funding in a WIC Peer Counseling Grant (\$44,000) that enhances our WIC program.
- The Early On Program, which is subcontracted with the Delta-Schoolcraft ISD, has a \$24,000 funding reduction.
- Building Healthy Communities, which is a community improvement grant, has \$17,000 less funding.
- The Bioterrorism Program has \$18,000 less funding.
- American Reinvestment and Recovery Act grants end January 31st. This primarily affects our immunizations program and our smoke-free housing activities.
- The ACHIEVE grant (\$22,000) received thru National Association of City and County Health Officials ends September 30th.

The Board discussed PHDM's new Maternal Infant Health Program. Mr. Burie requested a review of the program be given to the Board in six months.

Mr. Burie moved the Board approve the Fiscal Year 2012 Budget. Motion was supported by Mr. Elegeert and carried.

5. **Delta County Treasurer Request**

The Board received a letter from the Delta County Treasurer requesting a waiver of fees for a Raw Land Evaluation done by Environmental Health. The evaluation was performed on foreclosed property to be sold by the county. The Board discussed the request and took no action.

6. **Menominee County By-Law Revision**

A letter from Menominee County Board of Commissioners advised the Board of Health of a Menominee County by-law revision. Their new by-law states: "All committee members appointed by the Menominee County Board are considered 'volunteers' and will not be compensated for meeting fees. Mileage allowance shall be provided at the IRS rate per mile."

Ms. Harrington moved the Board of Health continue with the current payment schedule, i.e., paying members-at-large the same amount paid to regular county board members of the same county. Motion was supported by Mr. Elegeert and carried.

7. **Health Officer Report**

Mr. Snyder reported:

- Dr. Frankovich was unable to attend the Board meeting. She is participating in the Obesity Summit in Lansing.

- PHDM's Drive-Thru Flu Clinic is scheduled for Saturday, October 8th in the parking lot of PHDM's Escanaba office. We also have flu clinics scheduled at Senior Centers in both counties as well as clinics in both the Delta and Menominee offices.
- On September 12th Mr. Snyder attended a meeting in Marquette with other Upper Peninsula Health Officers and Dr. Olga Dazzo, the new Director of Michigan Department of Community Health. Like the governor, the Director's emphasis was on obesity and infant mortality.
- In a recent speech by Michigan's Governor Snyder, he expressed a desire to rewrite the Public Health Code and make amendments to bring the food program up-to-date. The governor gave special recognition to Marquette for community improvements promoting such activities as biking and walking.
- Plans are being made to meet with the Union Bargaining Unit to negotiate a new contract.
- Mr. Snyder has contacted the State about the Board's request to extend his position as Acting Health Officer for an additional 12 months. No response has been received from the State to date.
- PHDM's Menominee office hours have been changed slightly. This office will now be open Monday thru Friday 8:00-4:00 p.m. CST, except Wednesdays when it will remain open for late night clinics.

8. Public Comment—None

9. Adjournment

There being no further business, a motion was made by Ms. Harrington with support by Mr. Elegeert to adjourn the meeting. Motion was carried and meeting adjourned at 5:19 p.m. CST.


Chairperson

:se

MENOMINEE COUNTY BOARD OF COMMISSIONERS DISCUSSION ITEM

SUBJECT:	Discussion of Debra Wormwood's Accumulated Vacation
DEPARTMENT:	Administration
ATTACHMENTS:	no
SUMMARY:	
<p>The board discussed whether Debra could be paid out her remaining vacation time after the year end. She will have nearly 145 hours (18 days) of leave left over from this year and can only accumulate up to 30 days of leave at one time. She will be credited 28 days of leave on the first pay period in Jan. per the contract, therefore may only carryover two days of her remaining 18. Will the board approve her to have a payout of her remaining leave.</p>	
RECOMMENDED MOTION	

Submitted by: **Brian Bousley**

 12/21/2011
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):

October 25, 2011

APPROVED on 11/8/11

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

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

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

Present: Coms. Furlong, Jasper, Lang, Meintz (arrived @ 5:32), Pearson

Absent:

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

Moved by Com. Lang, seconded by Com. Pearson to approve the minutes from the October 11, 2011 Regular County Board Meeting. Motion was approved 4-0.

Com. Meintz arrived at the meeting.

Chairman Furlong called for public comment.

Public Comment: None.

Presentations: Mr. Peter Van Steen, CUPPAD, Creation of Brownfield Authority

Department Head/Elected Officials Reports: None.

Moved by Com. Pearson, seconded by Com. Lang to approve the Emergency Management Coordinator position for Menominee County from a part time position to a full time position. Discussion ensued. Com. Meintz stated he is not in favor of this motion and feels it should not be a full-time position. Com. Furlong feels it should be full-time. Com. Lang stated that he has met with Sheriff Marks and believes that he has a plan for the board to look at regarding this position. Motion was approved 4-1. Com. Meintz voted nay.

Moved by Com. Lang, seconded by Com. Pearson to approve a vacation payout in the amount of \$4,307.20 (160 hours of vacation) to Debra Wormwood, to be expensed from account # 266-325-704.00 (Emergency 911-Salaries). Discussion ensued. Com. Pearson feels that the board has put Debra in a bind to not be able to take vacation. Com. Furlong stated he has mixed emotions. Com. Meintz thinks that approving this would break current policy. Com. Jasper is not in favor of a payout at this time. Motion was not approved 2-3. Com. Furlong, Jasper and Meintz voted nay.

Moved by Com. Jasper, seconded by Com. Furlong to approve a re-evaluation of Debra Wormwoods vacation payout/carryover of remaining vacation hours as of December 31st, 2011. Discussion ensued. Com. Pearson believes that she would not have time to use vacation before the end of the year. Com. Lang asked when the Emergency Management Coordinator responsibilities end for Debra. Com. Furlong stated that he believes they end tonight since they voted to make it a full-time position. Motion was approved 5-0.

ARTICLE 15 - VACATIONS

Section 1. Vacation Eligibility. Vacation leave with pay will be granted to all permanent full-time and regular part-time employees who have completed one (1) year of service; said vacation to be credited to the employee on each anniversary date of County employment.

Section 2. Vacation Benefit.

A. Vacation with pay will be granted on the following schedule:

1 Year	--	Six (6) days of vacation
2 Years	--	Twelve (12) days of vacation
3 Years and after	--	Add one (1) day for each year of service up to a maximum of thirty (30) days

B. Regular part-time employees shall receive pro rata vacation based upon the hours they are regularly scheduled to work under the applicable schedule.

Section 3. Payment. Vacation pay shall be paid at the employee's regular rate of pay.

Section 4. Accumulations. Unused vacation during an anniversary year may be carried to the succeeding year, not to exceed a maximum of thirty (30) days of accumulation. Any unused days in excess of that amount shall be lost if not taken.

Section 5. Vacation Use. Vacations may be taken in hourly increments with the prior approval of the Employer and the Employer shall be the sole arbiter of the personnel needs of the department.

Section 6. Vacation Scheduling. All vacation time off must be scheduled with the Department Head as far in advance as possible. As far as possible, vacations shall be granted at the times most desired by employees, but the final right to allot vacation periods is reserved exclusively to the Employer in order to assure the orderly operation of the County.

Section 7. Payment Upon Separation.

A. Regular employees after completing one (1) year or more of uninterrupted service, and is in good standing, shall be paid for their prorated unused accumulated vacation upon termination based on their anniversary date in case of the following separations from employment:

- 1) Upon retirement or resignation of a bargaining unit member;
- 2) Upon a bargaining unit member's death, payment shall be made to the employee's

Debra will receive 224 HOURS OF VACATION TIME
at End of Year. MAX OF 16 HOURS CAN BE CARRIED OVER. unless approved by

MENOMINEE COUNTY BOARD OF COMMISSIONERS DISCUSSION ITEM

SUBJECT:	HVAC Project in County Jail
DEPARTMENT:	Administration
ATTACHMENTS:	No
SUMMARY:	
The USDA is requiring a resolution for the HVAC project in the jail. Brian to discuss the Resolution information.	
RECOMMENDED MOTION	

Submitted by: **Brian Bousley**

 12/21/2011
Date

WORKSHOP ACTION

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

COUNTY BOARD ACTION

DATE:

	Approved	
	Disapproved	
	Approved with the following change(s):	

MENOMINEE COUNTY BOARD OF COMMISSIONERS DISCUSSION ITEM

SUBJECT:	Kleinke Park Firewood sale
DEPARTMENT:	Parks/administration
ATTACHMENTS:	Yes
SUMMARY:	
<p>An ad to sell approx. 5 cords of mixed firewood from Kleinke Park was published in local newspapers. Discussion on bids received.</p> <p>The board may want to consider adding this item as an agenda item to move the bid along more rapidly. Weather may be a factor on removal of the wood from the park.</p>	
RECOMMENDED MOTION	

Submitted by: **Brian Bousley**

 12/21/2011
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):	

Sherry Smith

From: Gerald Kulwich
Sent: Thursday, December 15, 2011 12:11 PM
To: Sherry Smith
Subject: Bid

I would like to place a bid on the firewood that was listed in the Eagle Herald.

Bid - 60 dollars

Thank you

Gerald Kulwich

Menominee County Family Court
Juvenile Probation Officer
S 904 US Hwy 41
Stephenson, MI 49887
906 - 753 - 4294

12/15/2011

MENOMINEE COUNTY BOARD OF COMMISSIONERS DISCUSSION ITEM

SUBJECT:	Surveillance System Replacement for Jail
DEPARTMENT:	Sheriff Dept.
ATTACHMENTS:	Yes
SUMMARY:	
<p>The surveillance system in the county jail has become obsolete and is to the point of needing to be replaced. The Sheriff and Under Sheriff had several vendors in to look at the best option for replacement</p>	
RECOMMENDED MOTION	

Submitted by: **Brian Bousley**

 12/21/2011
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):	

INTRODUCTION

The Menominee County Jail will be upgrading their current video surveillance system from legacy analog DVRs and matrix to an IP based, video surveillance solution. The existing system consists of 2, 16ch DVRs, 32 analog cameras, 2 microphones multiplexed to 2 monitors. The selected Security Systems Integrator (SSI) will remove the old analog DVRs and convert the existing analog cameras to IP, integrating the existing microphones and install 5 new IP cameras. The new Video Surveillance System (VSS) shall operate as an independent Video Surveillance Network (VSN). There shall be a Control Center PC with dual 32" LCD monitors for the management of the VSS installed in the main control room.

This RFP outlines the details of the project. It is the responsibility of the SSI to read and understand all aspects of the project and to perform an on-site walk-through prior to submitting a bid response. No bid responses will be accepted from those that do not perform an on-site evaluation.

If you have any question or to schedule an, on-site walkthrough please contact Roxanne Drust via email at RDrust@Menomineeco.com. Only emailed questions will be responded to.

The anticipated start of the project will be in the early summer of 2011 with completion no later than 90 days from commencement.

RFP Release Date: TBD

Bid Responses due: TBD

Please send bid responses to: TBD

PART 1 - GENERAL

1.1 Project Overview

- A. Furnish and install an IP based, VSS – including, but not limited to, cameras, video encoders, NVRs, network switches, rack and power supplies. The system shall include all peripheral devices and hardware to provide a complete turn-key system.
- B. The VSS shall be comprised of the following components:
 1. VIDEO ENCODERS – Video encoders shall be installed to convert the existing analog cameras to IP. The encoders shall include audio inputs on all channels; have Active Content Filtering (ACF), bandwidth management, multi-streaming and self-diagnostics. The encoders are to be network edge devices which shall operate independent of a central server.

2. NETWORK VIDEO RECORDER (NVR) – The NVR shall be a Linux based NVR. It shall have RAID5 with a minimum of 1.5TB of usable storage. The NVR shall have dual power supplies and dual NICs with automatic failover. The NVR shall have automatic failover to another NVR in case of complete system fail. When an NVR fails, the cameras on the NVR shall automatically record to the next NVR. In the case of a hardware or RAID failure the NVR shall send an email alert to Menominee County staff as well as the SSI's technical support.
 3. IP CAMERS – The new IP cameras shall be dome cameras, vandal resistant, true day/night (no digital day/night allowed must have IR cut filter) and shall be rated for outdoor use. The video compression shall be h.264, dual compression chips and capable of full 30fps. The IP cameras shall be network edge devices which shall operate independent of a central server.
 4. CONTROL CENTER – The new Control Center shall be a single PC with dual 32" LCD monitors. The Control Center Software shall manage the entire VSS across the VSN. Management is defined as, bandwidth management, multi-streaming, site and user management. Video feeds shall be viewed live at 30fps with full duplex audio. Recorded video/audio shall be viewed without disruption of live viewing. The Control Center software shall provide advanced recorded video search by direction, motion and object added/removed. The Control Center software shall come with 3yr unlimited software upgrades.
- C. The Video Surveillance Network (VSN) shall be an independent network where the cameras, management and NVRs shall operate on. The VSN will tie back to the County Network for remote view, remote management and remote support. Coordination with the County IT Department will be required for proper network routing.
 - D. The 2 existing microphones shall be integrated to the new VSS and synced with the respective cameras.
 - E. The 2, 32" LCD monitors shall be wall mounted. All cables are to be in wire molding or conduit as require, no exposed cable allowed.
 - F. 32 existing analog cameras are to be terminated into rack mounted encoders with audio to convert them to IP
 - G. Existing 24VAC power supplies at to be removed. 2 new 16ch 24VAC, rack mount power supplies are to be installed to power existing cameras
 - H. 24 Port PoE switch, 10/100/1000 shall be installed
 - I. All new network cable shall be CAT5e or greater
 - J. All existing BNC connectors are to be replaced with compression fitted BNC connectors
 - K. A 48 Port, RG59 patch panel is to be installed to run new RG59 cables to the new rack and encoders

- L. A 2200VA, rack mount UPS shall be installed which shall provide power to the NVRs, encoders, network switch and camera power supplies in case of power failure
- M. A new 45U, 2 post rack with cable management and 20 port, 15AMP power strip shall be installed in the upstairs boiler room
- N. All cables are to be clearly labeled and marked
- O. Existing DVRs, power supplies, UPS and rack shall be removed
- P. Old cable shall be removed
- Q. 5 new IP based, PoE cameras shall be installed
- R. The SSI shall provide the following level of support for the VSS and VSN.
 - 1. Manufactures depot warranty on all components furnished and installed
 - 2. 3 year, remote and on-site service agreement which shall include:
 - a. Remote technical support and systems management
 - i. Over the phone technical support
 - ii. Remote access to the system for service, support and updates
 - b. Health monitoring of hard drives, network, wireless network, computers and cameras
 - c. Annual on-site preventative maintenance of system and components
 - 3. Unlimited software and firmware upgrades for 3 years
 - 4. Complete system As-built outlining system topology, component mapping, IP address and network information
 - 5. 3 year, unlimited software and firmware upgrades to all VSS components
- S. Submittals
 - 1. Bidder shall submit bid response with the provided bid documents in Part 5
 - 2. Bidder shall submit supporting documents and specification sheets on all hardware quoted
 - 3. Bidder shall submit a minimum 3 professional references of similar projects with IP video surveillance
 - 4. Bidder shall submit a system preliminary topology drawing along with system design notes
 - 5. Bidder shall submit a plan for installation outlining the plan to migrate the old system to IP
 - 6. Bidder shall submit a proposed schedule for completion
 - 7. Bidder shall provide a letter stating the Integrators experience in projects of similar size and scope

8. Bidder shall provide copies of manufactures certifications for provided VMS hardware
9. Bidder shall provide an overview of the 3 year, Service Level Agreement for remote and on-site support

1.2 Security Systems Integrator Experience

- A. The Security Systems Integrator shall meet or exceed the following requirements:
 1. Minimum 5 years of experience in IP based, video surveillance and security installations
 2. Minimum 5 years of Information Technology (IT) and networking experience
 3. Hold current, manufactures certifications for components being installed
 4. Experience in projects of similar size and scope

1.3 General System Function

- A. The new VSS shall be an IP based video surveillance system
- B. The VSS shall be have a distributed architecture
Distributed Architecture Defined:
 1. Video management shall be performed at each camera
 2. Video compression shall be performed at each camera or encoder
 3. Live view is performed from the camera, not a central server
 4. Bandwidth management shall be performed at each camera
 5. Cameras shall operate independent, without the use of a central server
- C. Control Center Management
 1. The Control Center Software shall provide 30FPS live view
 2. The Control Center Software shall manage each camera
 - a.Video bandwidth
 - b.Frames Per Second
 - c. Multi Streaming
 - d.Video resolution
 - e.NTP Server
 - f. Network management
 - g.Video analytics
 - h.Diagnostics
 - i. Active Content Filtering
 - j. Audio sync
 - k. Recording rate
 - l. System alerts

3. Control Center Software shall manage NVRs and recording
 - a. Hardware failure alerts via email
 - b. Health monitoring
 - c. Network management
 - d. Diagnostics
 - e. NTP Server
 - f. Audio recording
 - g. Storage estimation
 - h. Camera recording status
 4. Control Center Software shall manage user accounts and credentials
 5. Control Center Software shall provide, recorded video analytic search on all video
 6. Control Center Software shall provide multi streaming of all cameras in Zoom Up Picture (ZUP)
- D. Control Center Client
1. Unlimited number of Control Center Client accounts on remote computers
 2. Manage user access and accounts
- E. The NVRs shall have systems redundancy and failover capabilities
1. System redundancy is defined as
 - a. RAID 5 Hard drive configuration
 - b. If there is NVR failure, cameras will automatically record to another NVR
 - c. Redundant power supplies
 - d. Redundant NICs
 - e. Email alerts on hardware failure
 - f. Hard drive health monitoring (temp., bad sectors etc.)
- F. NVRs shall have 1.2TB of available storage in a RAID 5 configuration to provide a minimum of 30 days of video and audio storage.
- G. The video encoders shall have bandwidth control so that the impact to the network can be managed
- H. The video encoders shall allow for multi-streaming. That is the ability to stream multiple video streams from a single encoder simultaneously
- I. The Video Management Software (VMS) shall allow for the addition of advanced video analytics (virtual trip wire, object left behind, directional search, etc.) to be added at a later time
- J. The system shall be set to record video/audio 24/7/365 and utilize Active Content Filtering (ACF) protocol

PART 2 – HARDWARE

2.1 Manufactures

- A. Due to the nature of this project and its complexity, designated manufactures and part numbers have been preselected to ensure the performance of the system. **No alternatives will be accepted.**

2.2 Cameras

- A. IndigoVision, 9000 Series vandal resistant, outdoor rated, day/night dome camera
Part # **749234**

2.3 Video Management Software

- A. IndigoVision Control Center Software shall be used as the video management software
Version 4.2 build 50 or newer
- B. General system requirements:
 - 1. Map interface function
 - 2. System management and health monitoring
 - 3. Multi-view camera display
 - 4. Audio and video integration
 - 5. ONVIF Compliant
 - 6. H.264 compliant

2.4 Network Video Recorder

- A. IndigoVision 3000 series NVR shall be used. Linux based 1.5TB usable with RAID 5
Part # **980396**
- B. IndigoVision redundant power supply
Part # **110063**

2.5 Video Encoders

- A. IndigoVision 8000 series video encoder with audio, 4ch unit rack mountable
Part # **741904**

2.6 Network Hardware

- A. HP 24 Port Procure Switch, PoE 10/100/1000
Part # **3500yl-24G-PWR**
- B. All cable shall be Cat5e minimum

2.7 Rack Hardware

A. Middle Atlantic rack and hardware

Part # RLA19-1245B	-	45U, 2 Post rack
Part # PB-5A	-	Outlet Mount
Part # CSB	-	UPS Support
Part # VCD-10-51-DC	-	Cable Management
Part # PD2015RNS	-	20 Outlet, 15Amp power strip
Part # HCM-2DV	-	Cable management rail
Part # HPM-4	-	4U, wall mount rack, hinged

B. Leviton, 48 Port Patch Panel

Part # **49255d48**

C. Leviton, BNC QuickPort Connector

Part # **41084-BEF**

2.8 UPS, Power supply, surge protection and equipment grounding

A. APC, 2200VA Smart UPS

Part # **SMT2200RM2U**

B. Altronix, 16ch 24VAC, fused power supply, rack mount

Part # **R2416UL**

2.9 Central Command Center PC

A. The Central Command Center PC must meet or exceed the following minimum specifications

1. Intel i7, 3.06GHz Processor
2. 4GB of RAM
3. 250GB SATA Hard drive
4. SATA DVDRW
5. EVGA GeForce GTX 570 HD, Dual HDMI/DVI
6. 400W Power Supply
7. 3 year warranty

B. 32" LCD Monitor with HDMI

Note: Must include a wall mount bracket for the monitor

PART 3 – EXECUTION

3.1 Installation

- A. The VSS shall be installed using industry best practices for the installation environment
- B. The SSI shall provide labor of the installation of all components required for a complete, turn-key system
- C. Subcontractors shall not be used for any part of the installation
- D. All equipment shall be installed in compliance with all federal and local code requirements as they are applicable

- E. Cables in jail cells and along jail hallways shall not be exposed and must be inside conduit
- F. Cables in the boiler room must be suspended from the ceiling in cable hooks
- G. All RG59 cables shall be terminated with compression fitted BNCs, no twists-on, crimp style or 3 piece BNCs will be accepted
- H. All cables are to be labeled
- I. An As-built shall be provided upon completion of project, providing VSS topology, IP address, and IP routing as well as a facility map with camera locations noted
- J. Rack shall be bolted to floor

3.2 Licensing

- A. Security Systems Integrator shall provide all software licenses for the Video Management Software and PC Operating System as required

3.4 Training

- A. Security Systems Integrator shall provide on-site training of all system components at an Administrators level for a minimum of 1 hour
 - 1. Topics to cover
 - System overview
 - Viewing live video
 - Reviewing recorded video
 - Exporting video
 - Searching recorded video
 - NVR health monitoring
 - Remote support and login details
 - Adding users
 - Firmware and software updates
- B. SSI shall provide on-site training for all system components at a general user level for a minimum of 1 hour
 - 1. Topics to cover
 - System overview
 - Viewing live video
 - Reviewing recorded video
 - Exporting video
 - Searching recorded video
 - Remote support and login details
- C. SSI Integrator shall provide an on-site refresher course 14 days after completion of installation

3.5 Customer Responsibilities

- A. The customer shall provide the required IP addressing and network information for proper communication from the VSN to the County's network for remote access and remote support
- B. The customer will provide electrical service to the rack for the head-end equipment

3.6 Network

- A. It is the responsibility of the Security Systems Integrator to coordinate with the county's IT staff for proper tie into the county's network
- B. The system will be require to have access outside of the county's network for remote management of the system as well as health monitoring and remote support

PART 4 – SERVICE AND SUPPORT

The SSI shall provide a 3 year remote and on-site Service Level Agreement (SLA). The SLA shall be included into the cost of the project and must meet the following requirement.

4.1 Remote Support

- A. The SSI shall provide a 3 year, remote support by providing the following
 1. System health checks
 2. Remote technical support
 3. Remote software and firmware upgrades
 5. Remote troubleshooting
 6. RAID failures notification
 7. Hard drive failure notification
 8. Power supply failure notification
 9. NIC failure notification

4.2 On-site Service

- A. The SSI shall provide a 3 year on-site preventative maintenance plan to be performed at least once per year and to include the following
 1. Inspection of cameras
 2. Inspection of all connections
 3. Health report on NVRs
 4. Health report on Central Control PC
 5. Cleaning of cameras and camera lenses

B. The Security Systems Integrator shall provide the customer with a report after completing the annual system inspection

4.3 Response Time

A. System Health alerts are to be acknowledged by the Security Integrator within a 4 hour during normal business hours and 8 hours during afterhours and holidays.

B. Acknowledgments of System Health alerts are defined as initiating investigation of alert through remote access of the system

C. An analysis of the issue must be presented to the customer within 48 hours of alert

PART 5 – BID DOCUMENTS

5.1 Bid Response

A. The bidder shall submit the required submittal as outlined in Section 1.1 item D

B. The bidder must provide a bid in the following order

1. Cover letter

2. Company Information

3. Bid document (provided)

4. System design specs

5. Service Level Agreement Document

6. Professional references

7. Specification sheets and supporting documentation

5.2 Bid Document

Part Number	Description	Quantity	Price	Extended Price
741904	IndigoVision 8000 4ch Encoder w/ Audio RM	8		
749234	IndigoVision 9000 Dome Camera, vandal resistant day/night	5		
417813	IndigoVision 36 Month SUP Support	37		
980396	IndigoVision 1.5TB NVR, RAID 5	2		
R2416UL	Altronix 16ch, Rack Mount Power Supply	3		
SMT2200RM2U	APC, UPS 2200VA RM	1		
3500yl-24G-PWR	HP 24 Port, PoE Switch	1		
49255d48	Levitron 48 Port, BNC Patch Panel	2		
41084-BEF	Levitron BNC Snap-ins	32		
RLA19-1245B	Middle Atlantic 45U Open Rack	1		
PB-5A	Middle Atlantic Outlet Mount	1		
CSB	Middle Atlantic Supprt for UPS	1		
VCD-10-51-DC	Middle Atlantic Cable Management Raceway	1		
PD2015RNS	Middle Atlantic 20 outlet, Power Strip RM	1		
HPM-4	Middle Atlantic 4U, wall mount rack, hinged	2		
HCM-2DV	Middle Atlantic Cable Management Rail	5		
	Control Center PC	1		
	32" LCD Monitor w/ wall mount bracket	2		
	RG59 Cable, 95% Copper braided sheild, PVC	1000'		
	CAT6 Cable, PVC	1000'		
	Mounting Materials, conduit and misc parts	1		
	Custom Audio Cables	2		
	Installation, setup and configuration			
	3yr. Service Level Agreement			
	Onsite training			
	Freight			
Project Total Cost				

Company name: _____

Address: _____

Email address: _____

Contact number: _____

Contact name: _____
(authorized person)

Signature: _____ Date: _____
(authorized person)

MENOMINEE COUNTY BOARD OF COMMISSIONERS DISCUSSION ITEM

SUBJECT:	Miscellaneous Boards/Committees
DEPARTMENT:	Administration
ATTACHMENTS:	Yes
SUMMARY:	
<p>There are some Misc. Boards/Committees that expire on 12/31/2011. Administration asks permission to advertise to accept letters of interest and the Application for Appointments. Building Code – Construction Board of Appeals – two members expiring County Fair Board – One member expiring County Library Board – One member expiring Parks and Rec. Committee – One member expiring</p>	
RECOMMENDED MOTION	

Submitted by: **Brian Bousley**

 12/21/2011
Date

WORKSHOP ACTION

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

COUNTY BOARD ACTION

DATE:

	Approved
	Disapproved
	Approved with the following change(s):

MENOMINEE COUNTY BOARD OF COMMISSIONERS DISCUSSION ITEM

SUBJECT:	Housing Re-habilitation - Lead removal
DEPARTMENT:	Administration
ATTACHMENTS:	no
SUMMARY:	
<p>Larry Wall has a project waiting to happen but because there is no Lead removal company in the area, he is requesting to use a company that "may have a conflict of interest". Prosecuting Attorney Dan Hass has discussed this with Larry.</p>	
RECOMMENDED MOTION	

Submitted by: **Brian Bousley**

 12/21/2011
Date

WORKSHOP ACTION

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

COUNTY BOARD ACTION

DATE:

	Approved
	Disapproved
	Approved with the following change(s):

MENOMINEE COUNTY BOARD OF COMMISSIONERS DISCUSSION ITEM

SUBJECT:	Miscellaneous Bills
DEPARTMENT:	Administration
ATTACHMENTS:	yes
SUMMARY:	
Board to review recently submitted Miscellaneous Bills as paid on Dec. 9 & 21, 2011 in the amount of \$159,635.75	
RECOMMENDED MOTION	

Submitted by: **Brian Bousley**

 12/21/2011
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):

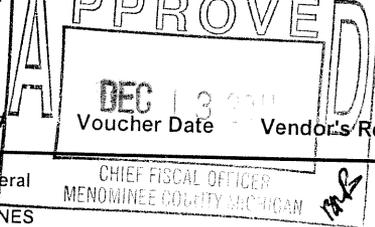
General Fund Expenditures

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
101-426 Emergency Management
101-526 Waste Management
101-601 Health & Welfare
101-635 B&G/Hospital Operation
101-648 Medical Examiner
101-681 Vets Burial & Relief
101-682 Veterans Affairs
101-728 Economic Development
101-997 Appropriations
101-999 Operating Transfers

Special Revenue Funds

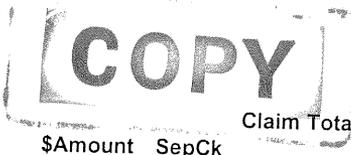
205 Road Patrol
208 County Parks
215 Friend of Court
220 Park Improvements
243 Remonumentation
249 Building Code
256 ROD - Automation Fund
264 Local Corrections Officers Training
265 Drug Law Enforcement Forfeiture
266 E911
269 Law Library
271 County Library
272 CDBG - Wells Fargo Grant
274 CDBG - County
276 CERT-Citzns Emerg. Response Team
277 LEPC
280 Inmate Canteen fund
281 K-9
282 Justice Training
284 Revenue Sharing
285 Senior Citizens
292 Child Care
294 Veterans' Trust
296 Special Child Care Funds
516 DTRF-Delinquent Tax Revolving Fund
517 DTRF-PA 123 Foreclosure

MENOMINEE COUNTY
Claims Audit Report



Vendor Name Vcher#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General							
AIR COOLED ENGINES							
21360	10/28/2011	211350	Chain & Sharpening	208-751-930.02	32.71		\$32.71
AIRGAS NORTH CENTRAL							
21397	11/23/2011	105988622	Oxygen	205-315-755.00	8.66		\$8.66
ALGER-DELTA COOPERATIVE ASSOCI							
21273	11/30/2011	383001	Shakey Lakes Park	208-751-920.01	35.20		\$442.77
21274	11/30/2011	383200	Shakey Lakes Park	208-751-920.01	26.97		
21275	11/30/2011	383301	Shakey Lakes Park	208-751-920.01	26.97		
21276	11/30/2011	379700	Shakey Lakes Park	208-751-920.01	45.20		
21277	11/30/2011	380300	Shakey Lakes Park	208-751-920.01	32.26		
21278	11/30/2011	370500	Shakey Lakes Park	208-751-920.01	94.50		
21279	11/30/2011	367200	Shakey Lakes Park	208-751-920.01	56.37		
21280	11/30/2011	369802	Shakey Lakes Park	208-751-920.01	33.73		
21281	11/30/2011	367100	Shakey Lakes Park	208-751-920.01	31.82		
21282	11/30/2011	1503500	Shakey Lakes Park	208-751-920.01	59.75		
Anderson-Diehm Funeral Home							
21338	10/06/2011	Burial	Gerald Andrew Orley	101-681-833.00	300.00		\$1,200.00
21339	10/06/2011	Burial	Robert Joseph Marcoe	101-681-833.00	300.00		
21340	10/06/2011	Burial	Gloria Mae Schetter	101-681-833.00	300.00		
21341	10/06/2011	Burial	Pearl Smith	101-681-833.00	300.00		
ANGELIS MENOMINEE INC							
21374	11/01/2011	0116211-IN	Inmate Groceries	101-301-770.00	105.15		\$521.31
21375	11/11/2011	0014272-IN	Inmate Groceries	101-301-770.00	150.44		
21376	11/11/2011	2451211-IN	Inmate Groceries	101-301-770.00	20.91		
21377	11/16/2011	0170521-IN	Inmate Groceries	101-301-770.00	90.24		
21378	11/23/2011	1662211-IN	Inmate Groceries	101-301-770.00	55.06		
21379	11/29/2011	0101521-IN	Inmate Groceries	101-301-770.00	99.51		
AT&T - Carol Stream, IL							
21291	11/19/2011	906863661411	November 19 - December 18, 2011	266-325-850.00	400.17		\$1,969.01
21297	11/19/2011	906863202311	November 19 - December 18, 2011	101-103-850.00	593.04		
21298	11/19/2011	906863444111	November 19 - December 18, 2011	101-103-850.00	975.80		
AT&T Long Distance							
21308	11/19/2011	85452091	Telephone Services	101-103-850.00	212.12		\$212.12
Badger Mailing & Shipping							
21347	11/23/2011	40210	Ink Cartridge for Postage Machine	101-253-729.01	233.62		\$233.62
Banc of America Leasing							
21329	11/22/2011	012021175	December 31, 2011	101-301-934.00	317.84		\$732.50
21329	11/22/2011	012021175	December 31, 2011	101-261-942.00	274.69		
21399	11/22/2011	012021174	Probation/Parole Office - December 201	101-131-942.00	139.97		
BELSON CO.							
21371	11/23/2011	946355	Service Call & Labor on Washer/Dryer	101-301-770.00	138.00		\$138.00
BP							
21309	12/01/2011	32372070	Gasoline Sales - November 2011	249-371-742.00	65.58	x	\$65.58
Brunelle, Jennifer							
21299	12/02/2011	4679	Mileage Reimbursement - 11/28 & 11/29	296-664-860.00	196.99		\$196.99

MENOMINEE COUNTY
Claims Audit Report



APPROVED

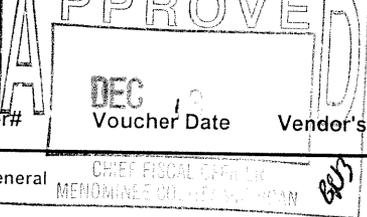
DEC 13 2011

Voucher Date Vendor's Ref#

CHIEF FISCAL OFFICER
MENOMINEE COUNTY MICHIGAN

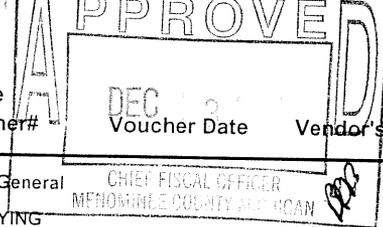
Vendor Name	Vcher#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
BANK ACCOUNT: General								
BUSINESS ON WHEELS								
	21317	10/07/2011	11002	Lawnmower Maintenance	208-751-930.02	1,309.05		\$1,852.72
	21318	11/21/2011	11041	Snow Blower Maintenance	208-751-930.02	149.40		
	21319	11/16/2011	11035	2007 Chevy Silverado	208-751-930.02	394.27		
CADIEU FUNERAL HOME								
	21332	06/21/2011	Burial	Carlene Englund	101-681-833.00	300.00		\$1,200.00
	21333	10/06/2011	Burial	William Joseph Dietrich	101-681-833.00	300.00		
	21334	10/06/2011	Burial	Ruth Marian Gignac	101-681-833.00	300.00		
	21335	08/09/2011	Burial	James Clyde Collins	101-681-833.00	300.00		
Carquest Auto Parts								
	21398	12/01/2011	2825-196725	Blue Coral - 20 Deg (x6)	205-315-934.02	11.94		\$11.94
Cellcom Wisconsin RSA 04								
	21304	11/05/2011	758043	Cellular Services	101-132-850.00	20.01		\$84.92
	21304	11/05/2011	758043	Cellular Services	296-664-850.00	50.97		
	21304	11/05/2011	758043	Cellular Services	296-665-850.00	13.94		
CITY OF MENOMINEE - 2511 10TH ST.								
	21325	12/07/2011	January 2012	Monthly Rent	266-326-942.00	351.67		\$8,072.68
	21343	11/23/2011	3075	October 2011 Gasoline Sales	101-426-860.00	39.90		
	21343	11/23/2011	3075	October 2011 Gasoline Sales	266-325-860.00	58.48		
	21343	11/23/2011	3075	October 2011 Gasoline Sales	266-325-860.00	29.55		
	21343	11/23/2011	3075	October 2011 Gasoline Sales	266-325-860.00	60.01		
	21351	11/23/2011	3064	September 2011 Gasoline Sales	101-265-742.00	64.58		
	21351	11/23/2011	3064	September 2011 Gasoline Sales	101-257-742.00	24.06		
	21351	11/23/2011	3064	September 2011 Gasoline Sales	101-257-742.00	42.95		
	21351	11/23/2011	3064	September 2011 Gasoline Sales	266-325-860.00	39.90		
	21351	11/23/2011	3064	September 2011 Gasoline Sales	266-325-860.00	27.72		
	21395	11/23/2011	3068	September 2011 Gasoline Sales	101-426-860.00	15.23		
	21396	11/23/2011	3079	Gasoline Sales - September 2011	205-315-742.00	3,662.21		
				Gasoline Sales - October 2011	205-315-742.00	3,656.42		
City of Stephenson - P.O. Box 467								
	21255	11/29/2011	709	Annex Utilities - November 2011	101-261-920.01	35.98		\$270.22
	21255	11/29/2011	709	Annex Utilities - November 2011	101-261-920.02	43.50		
	21255	11/29/2011	709	Annex Utilities - November 2011	101-261-920.03	190.74		
CLOVERLAND PAPER CO								
	21350	11/23/2011	97007	Triple Melt (x30)	101-265-930.00	426.00		\$1,117.53
	21354	11/28/2011	96872	Triple Melt (x18) Ice Melt (x32)	101-265-930.00	284.00		
	21372	11/18/2011	97042	Cleanser, Lysol Foam, Liners, Gloves, C	101-301-770.00	189.89		
	21373	11/11/2011	96920	SOS Steel Wool Pads	101-301-770.00	86.09		
	21400	12/02/2011	97135	Towels, Tissue, Toilet Tissue	101-265-755.01	131.55		
Cody, Glenn								
	21349	11/01/2011	Reimbursement	Parks Committee Mileage	208-751-860.00	4.40		\$4.40
Cooper Office Equipment								
	21264	11/14/2011	82873	11/20/11 - 2/19/12 - Annex Copier	101-261-942.00	534.00		\$677.80
	21369	11/28/2011	83304	Pinecrest Copier	101-301-727.00	143.80		
D&S Construction								
	21259	12/05/2011	Scott	Furnace & Electrical Upgrade	274-690-809.59	4,090.00		\$4,090.00
Dan Menacher								
	21310	11/04/2011	Reimbursement	Travel & Bridge Fair Reimbursement	249-371-860.00	77.35		\$77.35

**MENOMINEE COUNTY
Claims Audit Report**



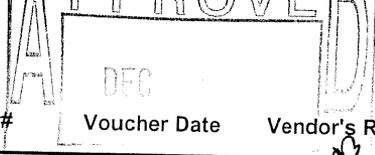
Vendor Name	Vch#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General								
DEKETO, LLC	21261	12/05/2011	DK 11-11	November 2011 Documents (x429)	256-277-857.00	943.80		\$943.80
Dennis-Ruleau, Dawn	21305	12/01/2011	November 2011	Crisis Intervention	296-668-801.00	655.00		\$655.00
Dreamscape Communications	21256	11/20/2011	w1934	Wireless Internet	101-261-850.00	69.99		\$69.99
DTE Energy	21412	11/22/2011	462245200011	Annex	101-261-920.04	156.84		\$156.84
EAGLEHERALD PUBLISHING, LLC	21287	11/30/2011	November 2011	Advertising	101-101-901.00	176.80		\$176.80
Employee Benefits Agency, Inc.	21262	12/01/2011	2538	December 2011 Admin Fee	101-103-712.02	240.00		\$240.00
Erdman, Brandon	21364	10/01/2011	10-3409-FH	Witness \$12.00, Mileage \$11.10	101-267-804.00	23.10		\$23.10
GAMBLES STORE	21361	10/26/2011	10/26/2011	Redwood Stain (x12)	208-751-930.03	141.48		\$141.48
Grainger	21320	11/22/2011	9692874341	Floodlight (x2)	101-265-755.00	554.63		\$554.63
Havelka, Glen	21409	12/01/2011	4675	Juvenile Restitution - (C.S.G.)	292-000-201.00	100.00		\$200.00
	21410	12/01/2011	4676	Juvenile Restitution - (N.S.G.)	292-000-201.00	100.00		
Hi Tec Building Services	21316	11/30/2011	002087	Cleaning of November 2011	101-265-801.00	1,495.00		\$1,495.00
INSTITUTE OF CONTINUING LEGAL	21344	11/24/2011	33627	MI Model Civil Jury Instructions	101-132-802.00	41.25		\$82.50
	21344	11/24/2011	33627	MI Model Civil Jury Instructions	101-148-802.00	41.25		
J S ELECTRONICS, INC.	21289	12/01/2011	16871	Numeric paging Service (PA's Office)	101-267-850.00	27.00		\$650.50
	21326	12/01/2011	16829	Tower Lease - December 2011	266-326-942.00	425.00		
	21356	11/22/2011	16849	Maintenance on Power Supply	266-325-934.01	129.50		
	21405	12/01/2011	16870	Numeric Paging - Medical Examiner	101-648-727.00	69.00		
Jasper, Mark	21292	11/28/2011	Reimbursement	November 2011 Mileage	101-101-860.05	97.13		\$97.13
Joel Hensley, RN	21388	12/03/2011	Nursing Services	October 8 - October 22, 2011	101-301-770.01	1,365.00		\$1,365.00
Kakuk, Ricky	21411	12/01/2011	4677	Juvenile Restitution - (D.K.G.)	292-000-201.00	482.50		\$482.50
Kleiman, Marc	21288	12/02/2011	Reimbursement	Lunch for Jurors (11-3420-FH People v	101-131-805.00	57.08		\$57.08
Krygoski Construction	21408	12/01/2011	4674	Juvenile Restitution (A.J.K.)	292-000-201.00	60.00		\$60.00
Kulwich, Gerald	21392	12/07/2011	4686	Mileage Reimbursement - November 20	296-665-860.00	205.02		\$205.02
LANG BERNARD	21348	11/29/2011	Reimbursement	Mileage for November 2011	101-101-860.01	326.34		\$326.34

MENOMINEE COUNTY
Claims Audit Report



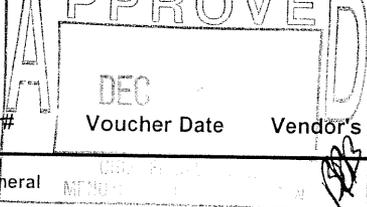
Vendor Name	Vcher#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General								
LENCA SURVEYING	21330	11/24/2011	11148	Remon Project Yr 2011 (Nov 14 - Nov 2	243-245-801.07	3,402.40		\$3,402.40
Lesperance, Diane	21355	11/30/2011	Reimbursement	Mileage	517-252-860.00	115.17		\$254.26
	21355	11/30/2011	Reimbursement	Mileage	101-253-860.00	20.64		
	21357	11/30/2011	Reimbursement	Mileage	517-252-727.00	41.06		
	21357	11/30/2011	Reimbursement	Mileage	517-252-727.00	29.99		
	21357	11/30/2011	Reimbursement	Mileage	517-252-727.00	13.77		
	21357	11/30/2011	Reimbursement	Mileage	517-252-727.00	33.63		
Little Caesars Pizza	21302	12/02/2011	386794	Pizza for Teen Court	296-667-801.02	15.00		\$15.00
Lufts Advertiser	21306	11/27/2011	November 2011	Advertising - 2 Weeks	101-101-901.00	52.00		\$52.00
Manpower	21314	11/27/2011	23256997	Week Ending 11/27/11 - Regina Mistark	101-141-704.00	354.00		\$944.00
	21328	11/20/2011	23223509	Ween Ending 11/20/11 - Regina Mistark	101-141-704.00	590.00		
Marcella Kiszley	21336	06/21/2011	Burial	William S. Kiszely	101-681-833.00	300.00		\$300.00
Marinette Farm & Garden	21390	11/29/2011	180772	K-9 Supplies	101-301-881.01	49.96		\$49.96
Marks Septic Service	21401	11/25/2011	693	Lime & Pump Tanks at Parks	208-751-801.00	1,399.00		\$1,399.00
Mary Miron	21337	10/06/2011	Burial	Robert Joseph Miron	101-681-833.00	300.00		\$300.00
Meintz, Charlie	21414	11/22/2011	Reimbursement	Mileage - November 2011	101-101-860.04	55.50		\$55.50
Mekash, James	21331	10/06/2011	Burial	Verna Mekash	101-681-833.00	300.00		\$300.00
Menards - Marinette	21294	11/30/2011	92999	Adhesive, Filter (x2), Screw Combo	101-265-755.00	26.91		\$343.10
	21296	11/30/2011	93173	Handy Box Extension, Photo Control (x2	101-265-755.00	10.15		
	21315	11/22/2011	90733	Building & Grounds Supplies	101-265-755.00	76.77		
	21321	11/23/2011	91034	Building & Ground Supplies	101-265-755.00	84.75		
	21415	12/03/2011	94037	Building & Grounds Supplies	101-265-755.00	18.06		
	21416	12/06/2011	94674	Building & Grounds Supplies	101-265-755.00	126.46		
MENOMINEE COUNTY FEDERAL CREDI - P.O. Box 604	21257	12/06/2011	12/6/2011	Refund of Postage	101-268-729.00	0.64		\$0.64
MENOMINEE COUNTY JOURNAL	21293	12/01/2011	147	Advertising - Emergency Services Coord	101-101-901.00	36.00		\$36.00
MENOMINEE MEDICAL CLINIC	21386	11/29/2011	4437 10	Inmate Medical Care	101-301-770.01	255.00		\$255.00

MENOMINEE COUNTY
Claims Audit Report



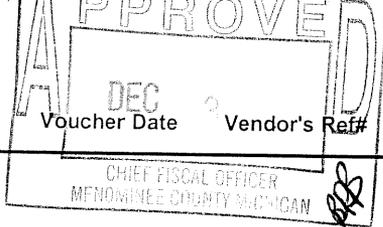
Vendor Name	Vcherr#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General								
Michigan Counties Workers'								
	21366	11/15/2011	8794	2012 First Quarter Installment Billing	101-101-716.00	116.79		\$25,883.00
	21366	11/15/2011	8794	2012 First Quarter Installment Billing	101-131-716.00	44.98		
	21366	11/15/2011	8794	2012 First Quarter Installment Billing	101-132-716.00	106.78		
	21366	11/15/2011	8794	2012 First Quarter Installment Billing	101-136-716.00	386.55		
	21366	11/15/2011	8794	2012 First Quarter Installment Billing	101-141-716.00	500.11		
	21366	11/15/2011	8794	2012 First Quarter Installment Billing	101-148-716.00	31.32		
	21366	11/15/2011	8794	2012 First Quarter Installment Billing	101-150-716.00	3.09		
	21366	11/15/2011	8794	2012 First Quarter Installment Billing	101-172-716.00	381.14		
	21366	11/15/2011	8794	2012 First Quarter Installment Billing	101-215-716.00	201.13		
	21366	11/15/2011	8794	2012 First Quarter Installment Billing	101-253-716.00	147.64		
	21366	11/15/2011	8794	2012 First Quarter Installment Billing	101-257-716.00	295.07		
	21366	11/15/2011	8794	2012 First Quarter Installment Billing	101-261-716.00	34.36		
	21366	11/15/2011	8794	2012 First Quarter Installment Billing	101-265-716.00	1,160.58		
	21366	11/15/2011	8794	2012 First Quarter Installment Billing	101-267-716.00	734.93		
	21366	11/15/2011	8794	2012 First Quarter Installment Billing	101-268-716.00	60.53		
	21366	11/15/2011	8794	2012 First Quarter Installment Billing	101-301-716.00	11,736.26		
	21366	11/15/2011	8794	2012 First Quarter Installment Billing	101-331-716.00	12.15		
	21366	11/15/2011	8794	2012 First Quarter Installment Billing	101-426-716.00	25.73		
	21366	11/15/2011	8794	2012 First Quarter Installment Billing	101-648-716.00	48.61		
	21366	11/15/2011	8794	2012 First Quarter Installment Billing	101-682-716.00	36.01		
	21366	11/15/2011	8794	2012 First Quarter Installment Billing	205-315-716.00	6,587.99		
	21366	11/15/2011	8794	2012 First Quarter Installment Billing	205-316-716.00	497.92		
	21366	11/15/2011	8794	2012 First Quarter Installment Billing	208-751-716.00	1,007.84		
	21366	11/15/2011	8794	2012 First Quarter Installment Billing	249-371-716.00	128.77		
	21366	11/15/2011	8794	2012 First Quarter Installment Billing	266-325-716.00	333.21		
	21366	11/15/2011	8794	2012 First Quarter Installment Billing	266-326-716.00	34.31		
	21366	11/15/2011	8794	2012 First Quarter Installment Billing	271-790-716.00	673.81		
	21366	11/15/2011	8794	2012 First Quarter Installment Billing	296-663-716.00	226.26		
	21366	11/15/2011	8794	2012 First Quarter Installment Billing	296-664-716.00	174.28		
	21366	11/15/2011	8794	2012 First Quarter Installment Billing	296-665-716.00	154.85		
Michigan Sheriffs' Association								
	21370	11/22/2011	20117309	2012 Association Dues	101-301-755.00	605.00		\$605.00
MID-COUNTY SMALL ENGINES, LLC								
	21403	11/29/2011	707	Chain	208-751-930.02	16.00		\$16.00
MILLERS ACTION OFFICE SUPPLY I								
	21311	11/30/2011	081951	Post Its, Calendar, Folders, Files - Trea:	101-253-727.00	143.22		\$459.07
	21312	11/30/2011	081950	Credit Memo on #081925	101-253-727.00	-186.21		
	21313	11/29/2011	081925	Post Its, Calendar, Folder, Files, Seat C	101-253-727.00	186.21		
	21327	11/22/2011	081809	Hi-Back Chair - District Court	101-136-931.00	161.00		
	21368	11/28/2011	081882	Pre-Inked Stamp	101-301-727.00	30.99		
	21418	12/08/2011	0821151	Folders, Envelopes, Post Its, Binders, P	101-215-727.00	123.86		
MOORE MEDICAL CORP								
	21387	11/29/2011	97037645 RI	Inmate Medical Supplies	101-301-770.01	471.73		\$471.73
NAPA AUTO PARTS PITSTOP								
	21266	11/07/2011	41564	540D Lamp	208-751-930.02	18.98		\$153.23
	21267	11/09/2011	41611	Wiper Switch	208-751-930.02	29.99		
	21268	11/22/2011	41862	Oil Filter & Oil	208-751-930.02	67.02		
	21269	11/23/2011	41877	Battery & Filter	208-751-930.02	37.24		
NESTEGG MARINE								
	21393	11/22/2011	79635	Winterize Outboard Motor	101-331-755.00	233.99		\$233.99

MENOMINEE COUNTY
Claims Audit Report



Vendor Name	Vcher#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General								
NKS Tire & Service, Inc.	21389	11/28/2011	80530	2009 Chevy Tahoe - Oil Change/Filter	101-301-881.01	37.91		\$37.91
Noha, Jack	21363	12/01/2011	10-3409-FH	Witness \$18.00 Mileage \$8.33	101-267-804.00	26.33		\$26.33
Noha, Jeff	21362	12/01/2011	10-3409-FH	Witness \$6.00, Mileage \$4.44	101-267-804.00	10.44		\$10.44
Pan-O-Gold Baking Co.	21380	11/15/2011	00040683131904	Inmate Groceries	101-301-770.00	49.05		\$93.60
	21381	11/22/2011	00040683132601	Inmate Groceries	101-301-770.00	44.55		
Pearson, Jim	21365	12/06/2011	Reimbursement	Mileage - November 2011	101-101-860.03	72.15		\$72.15
PHDM	21265	12/02/2011	42432	Annual Inspection - Shakey Lakes & Kle	208-751-755.08	324.00		\$324.00
Pinecrest Medical Center	21394	12/01/2011	November 2011	Telephone Charges	205-315-727.00	15.00		\$15.00
Raymond G. Gregory	21253	12/05/2011	2011-149-MI	Court Appointed Legal - Olsen	101-148-807.00	90.00		\$340.00
	21254	12/05/2011	2011-150-MI	Court Appointed Legal - Owens	101-148-807.00	85.00		
	21345	11/22/2011	2011-141-MI	Court Appointed Legal - Shanks	101-148-807.00	70.00		
	21346	11/22/2011	2011-144-MI	Court Appointed Legal - Hayes	101-148-807.00	95.00		
REDWOOD TOXICOLOGY LABORATORY	21303	10/31/2011	007198201110	Drug Test	296-668-835.00	10.00		\$10.00
Reinhart Foodservice	21382	11/29/2011	984244	Inmate Groceries	101-301-770.00	41.92		\$1,863.08
	21383	11/17/2011	982776	Inmate Groceries	101-301-770.00	102.18		
	21384	11/17/2011	982636	Inmate Groceries	101-301-770.00	890.59		
	21385	11/29/2011	984157	Inmate Groceries	101-301-770.00	828.39		
Ruth Upton	21342	10/06/2011	Burial	Ruth Upton	101-681-833.00	300.00		\$300.00
S & O LOCK AND PHONE SERVICE	21367	12/01/2011	32780	Keys (x4)	101-301-727.00	10.00		\$10.00
Sage Software, Inc.	21404	11/24/2011	901206480	Web Training on Year End 2011	101-215-860.00	195.00		\$195.00
Sault Tribe Youth Facility	21252	12/06/2011	4685	Out of Home Placement cost (A.L.N.)	292-662-843.05	3,600.00		\$3,600.00
Select Appraisal Services	21324	11/14/2011	MG	W5488 1st Street, Hermansvile	517-252-801.00	150.00		\$150.00
Servco FS Cooperative 100	21263	11/30/2011	76277	Shakey Lakes Park	208-751-742.00	866.63		\$866.63
State of Michigan - DNRE Cashier's Office ERMD CGL	21358	10/12/2011	725830	Campground License - Shakey Lakes	208-751-755.08	248.00	x	\$358.00
	21359	10/12/2011	725828	Campground License - Kleinke Park	208-751-755.08	110.00	x	
State of Michigan - MI Dept. of Human Services	21251	12/06/2011	4684	Monthly Offset - October 2011	292-662-843.01	2,631.95		\$2,631.95

**MENOMINEE COUNTY
Claims Audit Report**



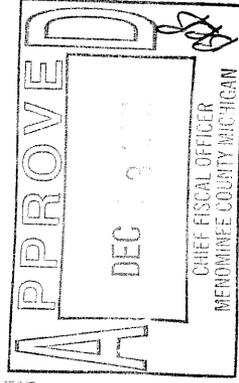
Vendor Name	Vcher#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General								
Stataline Apparel	21307	10/20/2011	19638	Duck - Zip to Thigh bibs - Mike Sieg	208-751-745.00	69.99		\$69.99
Team Wireless	21290	12/02/2011	TEAM2IN12705	Veterans Services - Modem & Activation	101-682-850.00	149.99		\$149.99
Time Warner Cable	21322	11/20/2011	004-700185701-001	11/25/11 - 12/24/11	101-103-851.01	329.95		\$329.95
TWIN CITY ELECTRIC, Inc.	21272	12/02/2011	77650	Move Phone Extnsion in Admin Office	101-103-850.00	63.00		\$63.00
U.E.S. COMPUTERS, INC.	21270	12/06/2011	34491	Credit Memo against #34154	101-103-857.00	-245.00		\$1,626.99
	21271	11/30/2011	34154	FOC & PA - Upgrade all SOM owned Pr	101-103-857.00	245.00		
	21283	11/30/2011	34340	Virus Removal - Brunelle & Kewley	101-103-857.00	125.00		
	21391	11/30/2011	34211	Installation of 6 New Work Stations @ S	101-301-998.00	982.99		
	21402	12/02/2011	58524	Monthly DVD Backup - November 2011	101-103-857.00	100.00		
	21407	11/30/2011	34272	Setup & Installation of New Computers i	101-103-857.00	209.50		
	21407	11/30/2011	34272	Setup & Installation of New Computers i	101-268-970.00	209.50		
UPCAP SERVICES INC	21417	10/31/2011	1358	Work Crew Services	208-751-801.00	100.20		\$100.20
Valenti, Susan F.	21406	11/30/2011	Reimbursement	Mileage & Meals - November 2011	101-131-860.00	173.66		\$173.66
Verizon Wireless	21419	11/22/2011	2662100614	Building & Grounds - Cellular Services	101-265-850.01	157.64		\$157.64
WALL LARRY	21258	12/05/2011	Scott	Project Soft Costs & Admin Fee	274-690-809.59	122.32		\$1,491.56
	21258	12/05/2011	Scott	Project Soft Costs & Admin Fee	274-690-709.09	1,369.24		
WALTER BROTHERS INC	21420	11/18/2011	B126200	Building & Grounds Supplies	101-265-755.00	21.78		\$23.83
	21421	11/08/2011	B125654	Nuts/Bolts/Screws	101-265-755.00	2.05		
Warner, Fredrick	21300	12/02/2011	4680	Can Zone - Mileage Reimbursement	296-668-801.00	115.50		\$263.55
	21301	12/02/2011	4681	Can Zone	296-668-801.00	148.05		
Waste Management	21260	12/01/2011	0008684-0438-5	November 2011	517-252-801.00	4,148.10		\$4,559.07
	21323	12/01/2011	1317872-1856-2	December 2011	101-265-801.00	410.97		
Wil-Kil Pest Control	21295	11/23/2011	1952239	Courthouse	101-265-801.00	60.00		\$60.00
WISCONSIN PUBLIC SERVICE CORP - P O BOX 19003	21284	11/29/2011	0402191663-00001	Health Center- November 2011	101-265-920.03	249.64		\$8,206.95
	21284	11/29/2011	0402191663-00001	Health Center- November 2011	101-265-920.04	279.52		
	21285	11/29/2011	0402047856-00004	Courthouse	101-265-920.04	3,449.41		
	21286	11/29/2011	0402055840-00001	Jail	101-265-920.03	4,134.51		
	21352	11/23/2011	0402047856-00006	Stoney Point Electrical	208-751-920.01	33.08		
	21353	11/23/2011	1059905737-00000	Bailey House	208-751-920.01	19.11		
	21353	11/23/2011	1059905737-00000	Kleinke Park Street Lighting	208-751-920.01	29.03		
	21353	11/23/2011	1059905737-00000	Bailey Park Street Lighting	208-751-920.01	12.65		

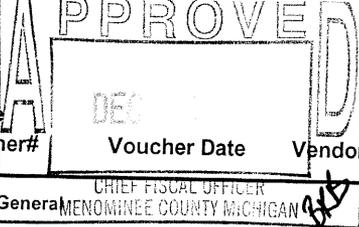
Total Amount for Bank Account: General

\$94,904.89

MENOMINEE COUNTY
Check Register Report

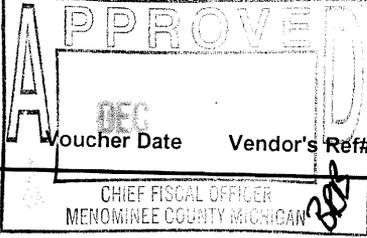
Check	Vendor Name	Vendor's Ref#	Description	Status Debit Account	Check Date	Check Amount	CheckAmount\$	
Check Date: 12/09/2011 - 12/09/2011 Bank Account: General - General								
88162	MAED, Doreen M. Dewald			Open	12/09/2011			
	21422	Dues	2012 Membership Dues - Peggy Schroud	101-257-802.00		\$100.00	\$100.00	
Total General							\$100.00	\$100.00
Grand Total:							\$100.00	\$100.00





MENOMINEE COUNTY
Claims Audit Report

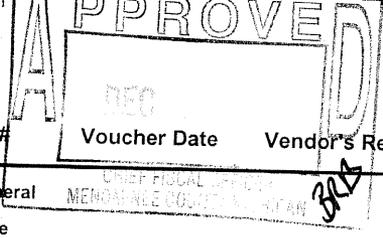
Vendor Name	Voucher#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General CHIEF FISCAL OFFICER MENOMINEE COUNTY MICHIGAN <i>[Signature]</i>								
Ace Hardware								
	21512	11/28/2011	203585/2	Building & Grounds - Supplies	101-265-755.00	14.47		\$34.92
	21513	11/11/2011	203459/2	Building & Grounds - Supplies	101-265-755.00	8.49		
	21514	11/18/2011	203523/2	Building & Grounds - Supplies	101-265-755.00	11.96		
ADDL, LLC								
	21551	12/14/2011	15062	Rent - Dennis J. VanAbel	294-683-835.00	1,500.00		\$1,500.00
AT&T - Carol Stream, IL								
	21535	12/1/2011	906753458212	December 1 - December 31, 2011	101-103-850.00	54.19		\$1,164.37
	21549	12/1/2011	906753220912	December 1 - December 31, 2011	101-103-850.00	407.54		
	21550	12/1/2011	906R41083912	December 1 - December 31, 2011	101-103-850.00	702.64		
BABBITT DAVID B PS 21558								
	21645	12/9/2011	Peer Group	Grant Year 2011	243-246-710.00	78.88		\$78.88
Badger Mailing & Shipping								
	21662	12/16/2011	40837	Pressure Sensitive Tapes	101-253-729.01	39.83		\$39.83
BP								
	21600	12/5/2011	32446475	November 2011 Gasoline Charges	101-301-742.00	589.90		\$589.90
Brunelle, Jennifer								
	21536	12/16/2011	Reimbursement	Teen Court Supplies	296-667-801.02	54.70		\$54.70
Cayla Graves								
	21564	12/8/2011	10-3420-FH	Witness Fee - Paris	101-267-804.00	12.00		\$12.00
Cellcom Wisconsin RSA 04								
	21518	12/5/2011	023765	Medical Examiner - Cellular Services	101-648-727.00	91.11	x	\$707.60
	21594	12/5/2011	017145	Cellular Services	101-132-850.00	20.01		
	21594	12/5/2011	017145	Cellular Services	296-664-850.00	50.91		
	21594	12/5/2011	017145	Cellular Services	296-665-850.00	13.94		
	21610	11/27/2011	845050	Cellular Services	101-426-850.00	12.48	x	
	21610	11/27/2011	845050	Cellular Services	101-301-850.00	519.15	x	
CLOVERLAND PAPER CO								
	21516	12/9/2011	97203	Damp Mop Cleaner & Liners	101-265-755.01	120.56		\$926.74
	21603	12/2/2011	97136	Cleaner, Lysol, towels, Scouring Pads	101-301-770.00	258.69		
	21636	12/15/2011	97165	Ice Melt (x30)	101-265-755.01	426.00		
	21637	12/16/2011	97270	Towels & Toilet Tissue	101-265-755.01	121.49		
Coast to Coast Computer Prod.								
	21630	12/14/2011	A836879	Toner Cartridge (x2)	101-141-931.00	220.00		\$220.00
Cody, Glenn								
	21639	12/6/2011	Reimbursement	Mileage for Parks Committee	208-751-860.00	4.44		\$4.44
Cooper Office Equipment								
	21556	12/7/2011	83598	Probation/Parole Office 12/10 - 3/9/12	101-131-931.00	120.00		\$120.00
Country Mile Document Destruct								
	21544	12/13/2011	12134	Shredding of Documents - December 2011	101-265-801.00	45.31		\$45.31
Davis, Mel								
	21646	12/9/2011	Peer Group	Grant Year 2011	243-246-710.00	70.00		\$70.00
EAGLEHERALD PUBLISHING, LLC								
	21634	12/13/2011	Advertising	Kleinke Park Wood Bid (x2 runs)	101-101-901.00	23.26		\$23.26



MENOMINEE COUNTY
Claims Audit Report

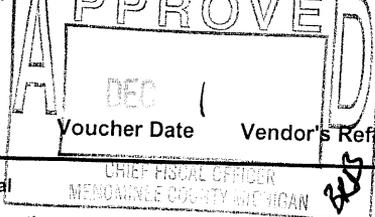
Vendor Name	Vcher#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General								
Friends of MI Libraries								
	21539	12/15/2011	015563I	FOC - Office Supplies	101-141-727.00	194.46		\$239.45
	21542	12/15/2011	015562I	Disk Mailers - Equalization	101-257-727.00	44.99		
GREAT AMERICAN DISPOSAL CO THE								
	21557	12/1/2011	1C102017	Annex - December 2011	101-261-930.04	50.55		\$50.55
Gregory, Raymond G.								
	21595	12/15/2011	2011-150-MI	Court Appointed Legal - Owens	101-148-807.00	60.00		\$220.00
	21596	12/15/2011	2011-156-MI	Court Appointed Legal - Tichelaar	101-148-807.00	160.00		
INSTITUTE OF CONTINUING LEGAL								
	21537	12/16/2011	653162	MI Criminal Jury Instructions - 2nd Editio	101-132-802.00	46.25	x	\$277.50
	21537	12/16/2011	653162	MI Criminal Jury Instructions - 2nd Editio	101-148-802.00	46.25	x	
	21538	12/16/2011	653163	MI Criminal Jury Instructions - 2nd Editio	101-136-802.00	92.50	x	
	21548	12/16/2011	653161	MI Criminal Jury Instructins - 2nd Editio	101-267-802.00	92.50	x	
Iron City Enterprises, Inc.								
	21517	11/6/2011	7882	Covers, Adapters, & Parking Bars	101-265-755.00	650.00		\$650.00
Ivens, Ruby E.								
	21529	12/13/2011	Reimbursement	Parks Committee - Mileage for Dec. 6, 2	208-751-860.00	26.64		\$26.64
J S ELECTRONICS, INC.								
	21609	12/1/2011	16869	Voice Paging Service	101-301-850.00	90.00		\$90.00
James Felter								
	21567	12/8/2011	10-3420-FH	Witness Fee \$24.00 Mileage \$1.67 - Pa	101-267-804.00	13.67		\$13.67
Jason Felter								
	21568	12/8/2011	10-3420-FH	Witness \$24.00 Mileage \$3.33 - Paris	101-267-804.00	27.33		\$27.33
Jeremy Felter								
	21566	12/8/2011	10-3420-FH	Witness Fee \$24.00 Mileage \$99.90 - P	101-267-804.00	123.90		\$123.90
Joel Hensley, RN								
	21554	12/3/2011	Blood Draw	P. L. (12/6) & W. S. (12/10)	101-267-801.01	200.00		\$1,665.00
	21560	12/3/2011	Blood Draw	J. S. (11/23/11)	101-267-801.01	100.00		
	21608	12/17/2011	Nursing Services	October 23 - November 4, 2011	101-301-770.01	1,365.00		
Kleiman, Marc								
	21586	12/14/2011	Reimbursement	Mileage to Marquette	101-215-860.00	138.75		\$138.75
Linder Implement Co., Inc.								
	21530	11/28/2011	94776	Hinge, Spout, Pedal	208-751-930.02	87.50		\$87.50
Manpower								
	21519	12/11/2011	23322208	Week Ending 12/11/11 - Regina Mistark	101-141-704.00	590.00		\$1,180.00
	21562	12/4/2011	23284478	Week Ending 12/4/11 - Regina Mistark	101-141-704.00	590.00		
Mastercard								
	21597	12/12/2011	Credit Card	Admiral	101-426-860.00	31.32		\$796.44
	21597	12/12/2011	Credit Card	Human Relations Media	296-667-801.02	343.88		
	21597	12/12/2011	Credit Card	Admiral	101-257-742.00	25.65		
	21597	12/12/2011	Credit Card	Admiral	101-426-860.00	49.00		
	21597	12/12/2011	Credit Card	St. Ignace Big Boy	101-426-860.00	8.35		
	21597	12/12/2011	Credit Card	Rapid River Mini Mart	101-426-860.00	18.36		
	21597	12/12/2011	Credit Card	Home Depot	101-265-755.00	319.88		
Melissa Rabideau								
	21587	12/19/2011	11-064-NA-1	Witness \$6.00 Mileage \$1.65	101-132-804.00	7.65		\$7.65

**MENOMINEE COUNTY
Claims Audit Report**



Vendor Name	Vcherr#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General								
Menards - Marinette								
	21531	12/9/2011	95615	Building & Grounds Supplies	101-265-755.00	62.73		\$164.35
	21532	12/8/2011	95219	Blank Cover, FSOC Box, Female Adapt	101-265-755.00	24.20		
	21545	12/13/2011	96663	Building & Grounds Supplies	101-265-755.00	41.60		
	21648	12/16/2011	97539	Cleanout Cover, Filters, Furniture Slider	101-265-755.00	35.82		
MENOMINEE COUNTY CLERK								
	21571	12/19/2011	Notary	Notary Bond for Tina Nast	101-301-727.00	10.00	x	\$10.00
MENOMINEE COUNTY JOURNAL								
	21555	12/1/2011	149	Advertising - November 2011	517-252-900.00	3,487.17		\$3,487.17
MENOMINEE COUNTY ROAD COMMISSI								
	21614	12/5/2011	10552	Power to Radio's - November 2011	205-315-755.00	62.51		\$62.51
MI Assoc. of County Treasurer								
	21541	12/1/2011	Dues	2012 Membership Dues	101-253-802.00	150.00		\$150.00
MI Family Support Council								
	21515	12/5/2011	Registration Fee	2011 MI Family Support Concil Confere	101-141-860.00	225.00		\$225.00
MICHIGAN DEPARTMENT OF STATE								
	21572	12/19/2011	Notary	Notary Bond - Tina Nast	101-301-727.00	10.00	x	\$10.00
Mid-American Research Chemical								
	21546	12/9/2011	0457373-IN	Red Currant Room Diffuser	101-265-755.01	102.07		\$102.07
NESTEGG MARINE								
	21612	11/28/2011	79615	Witerize Boat	101-331-755.00	1,096.98		\$1,096.98
Northern Home Improvement								
	21641	12/20/2011	Race	Roof Replacement	274-690-809.61	6,366.00		\$6,366.00
Office Depot, Inc.								
	21540	12/5/2011	589144114001	Folders	101-682-727.00	8.54		\$362.50
	21569	11/30/2011	588425701001	Fax Toner - District Court	101-136-727.00	31.70		
	21570	12/1/2011	588425735001	Toner - District Court	101-136-727.00	134.12		
	21631	12/10/2011	589504466001	Rubber Stamp	101-172-727.01	12.20		
	21632	12/7/2011	589505429001	Admin Office Supplies	101-172-727.01	55.95		
	21633	12/7/2011	589145403001	Laser Printer	101-172-727.01	119.99		
PAIDL'S TRUE VALUE HARDWARE								
	21649	9/8/2011	B26919	Roach Killer	208-751-755.02	17.16		\$98.35
	21650	9/20/2011	A26780	Cold Weld Compound & Sealant	208-751-755.02	21.47		
	21651	9/20/2011	B27607	Credit Memo	208-751-755.02	-14.98		
	21652	9/22/2011	A26910	Sealant	208-751-755.02	14.98		
	21653	9/27/2011	A27176	Files	208-751-755.02	5.99		
	21654	9/29/2011	A27288	Shower Arm Mount	208-751-755.02	6.99		
	21655	11/1/2011	A29361	Lubricant	208-751-755.02	6.98		
	21656	12/7/2011	A31501	Quick Link	208-751-755.02	7.56		
	21657	12/8/2011	A31541	Elbow, Door Chain, Spring, Tape Meas	208-751-755.02	17.74		
	21658	12/12/2011	A31726	Roll Cover, Sash Brush, Lubricant	208-751-755.02	14.46		
Pan-O-Gold Baking Co.								
	21607	11/29/2011	40683133304	Inmate Groceries	101-301-770.00	53.55		\$53.55
Pfankuch, Mike								
	21585	12/16/2011	Reimbursement	Mileage, Meals & Bridge Fare	101-136-860.00	400.88		\$400.88
Physio-Control Inc.								
	21611	11/30/2011	112069075	Battery Replacement Assembly	101-301-934.00	269.50		\$269.50

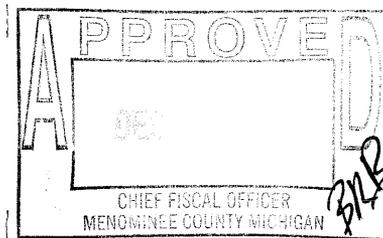
MENOMINEE COUNTY
Claims Audit Report



Vendor Name	Vcher#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General								
Project Lifesaver Internationa								
	21573	11/30/2011	9056	PO# 02598 Training, Membership & Ste	205-315-934.03	4,671.14		\$5,735.00
	21573	11/30/2011	9056	PO# 02598 Training, Membership & Ste	101-301-976.00	1,063.86		
Quill Corporation								
	21598	12/6/2011	8482857	Business Cards & Binder Clips	101-301-727.00	80.72		\$80.72
Randall Phillipps								
	21520	12/13/2011	Various Cases	Court Appointed Legal - Muenier	101-131-807.00	87.50		\$400.00
	21521	12/13/2011	Various Cases	Court Appointed Legal - Muenier	101-131-807.00	25.00		
	21522	12/13/2011	Various Cases	Court Appointed Legal - Muenier	101-131-807.00	75.00		
	21523	12/13/2011	Various Cases	Court Appointed Legal - Vretenar	101-131-807.00	25.00		
	21524	12/13/2011	1996-7736-DM	Court Appointed Legal - Ambeau	101-131-807.00	37.50		
	21525	12/13/2011	1997-8243-DS	Court Appointed Legal - Granius	101-131-807.00	37.50		
	21526	12/13/2011	2009-12877-DP	Court Appointed Legal - Deigneault	101-131-807.00	62.50		
	21552	12/13/2011	Various Cases	Court Appointed Legal - Bebo	101-132-807.00	25.00		
	21661	12/13/2011	Various Cases	Court Appointed Legal - Steffen	101-132-807.00	25.00		
REGISTER OF DEEDS								
	21643	12/19/2011	Copies	Remon Copies - Grant Year 2011 (x78)	243-245-765.00	78.00		\$78.00
Reinhart Foodservice								
	21605	12/13/2011	986872	Inmate Groceries	101-301-770.00	145.89		\$771.62
	21606	12/13/2011	986865	Inmate Groceries	101-301-770.00	625.73		
Salfai, Sharon								
	21574	12/19/2011	Reimbursement	Postage for Certified Mail - Court of App	101-132-729.00	15.20		\$15.20
SCHMELING ROBERT E								
	21644	12/9/2011	Peer Group	Grant Year 2011	243-246-710.00	70.00		\$70.00
Sherry Smith								
	21543	12/16/2011	Reimbursement	Picture Frames for Office (x4)	101-172-727.01	33.98		\$33.98
Sherry Wier								
	21565	12/8/2011	10-3420-FH	Witness Fee - Paris	101-267-804.00	12.00		\$12.00
SPARKS GEOFFERY								
	21553	12/7/2011	11-3409-FH	Court Appointed Legal Reimbursement	101-131-805.00	75.11		\$75.11
State of Michigan - Dept. of Management & Budget								
	21558	11/23/2011	MPSCS-20768	Radio Subscription Fees (9/1/11 - 3/31/	101-426-963.01	100.00	x	\$550.00
	21559	11/23/2011	MPSCS-20765	Radio Subscription Fees (9/1/11 - 3/31/	266-325-942.00	450.00	x	
STEPHENSON MARKETING COOPERATI								
	21613	11/30/2011	015579	November 2011 Gasoline Sales	205-315-742.00	2,268.00	x	\$2,293.00
	21642	11/30/2011	462643	Park Supplies	208-751-755.02	25.00		
SUPERIOR STATE ADMINISTRATORS								
	21640	12/20/2011	19651	Annual FSA Fee	101-103-801.00	350.00		\$350.00
TC Cleaning								
	21635	9/30/2011	1794	Annex - Scrub & Recoat	101-265-755.02	348.00		\$605.56
	21638	12/17/2011	1814	Health Dept - Strip & Wax	101-265-755.02	257.56		
The First National Bank&Trust								
	21563	11/30/2011	628840339	FOC - Service Charge	101-141-817.00	31.60		\$31.60
Time Warner Cable								
	21604	11/30/2011	004-620475202-001	December 6 - January 5, 2012	101-301-770.00	124.16		\$124.16

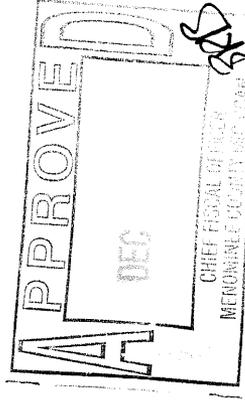
**MENOMINEE COUNTY
Claims Audit Report**

Vendor Name	Vcher#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General								
Tire Trax								
	21619	11/3/2011	2730	Tires (x4) - Blue Durango	205-315-934.02	562.00		\$1,282.63
	21620	11/29/2011	3026	Oil Change & Filter - Impala	205-315-934.02	35.00		
	21621	10/28/2011	2704	Front Brake Pads & Rotors - Impala	205-315-934.02	284.43		
	21622	11/22/2011	3078	Oil Change & Filter - Impala	205-315-934.02	35.00		
	21623	10/26/2011	2703	Impala - Interstate	205-315-934.02	108.00		
	21624	10/27/2011	2706	Oil Change & Filter - Impala	205-315-934.02	35.00		
	21625	10/26/2011	2701	Wiper Blades (x2), Oil Change & Filter -	205-315-934.02	83.20		
	21626	10/12/2011	2659	Oil Change & Filter	205-315-934.02	35.00		
	21627	11/17/2011	3085	Oil Change & Filter - Impala	205-315-934.02	35.00		
	21628	11/11/2011	3014	Oil Change & Filter - Impala	205-315-934.02	35.00		
	21629	11/11/2011	3017	Oil Change & Filter - K9 Truck	205-315-934.02	35.00		
TWIN CITY SERVICE AGENCY INC								
	21599	12/7/2011	Notary #4383	Policy 61218581N - Tina Nast	101-301-727.00	55.00		\$55.00
U.E.S. COMPUTERS, INC.								
	21533	12/8/2011	34456	Set up new email account for Jeff Laflet	101-103-857.00	30.00		\$1,343.97
	21534	12/1/2011	58515	Workstation for Emergency Service Cox	101-103-857.00	892.00		
	21561	12/6/2011	34490	FOC - Installed new RAM (x4)	101-141-931.00	150.00		
	21602	12/13/2011	34323	Upgrade RAM in evidence room PC	101-301-755.00	161.97		
	21615	12/8/2011	34447	Set up Laptop	205-315-755.00	110.00		
UNIFORM SHOPPE								
	21601	11/18/2011	204240	Jacket	101-301-745.00	160.95		\$160.95
Verizon Wireless								
	21616	12/1/2011	2665787504	Cellular Services	205-315-850.00	60.41		\$60.41
WALL LARRY								
	21527	12/13/2011	Milam	Soft Costs & Admin Fee	274-690-809.62	186.54		\$2,274.86
	21527	12/13/2011	Milam	Soft Costs & Admin Fee	274-690-709.09	2,088.32		
Wells Fargo Bank - Finance & Acct - Minneapolis								
	21528	12/13/2011	10/1 - 12/31/11	Quarterly Interest Payment	272-692-998.00	250.00		\$250.00
WEST GROUP PAYMENT CENTER								
	21547	12/1/2011	823981973	November 1 - November 30, 2011	269-145-801.00	385.65		\$385.65
WISCONSIN PUBLIC SERVICE CORP - P O BOX 19003								
	21647	12/16/2011	0402047856-00005	Kleinke Park Electrical	208-751-920.01	46.25		\$46.25
Total Amount for Bank Account: General								\$41,130.86



MENOMINEE COUNTY
Check Register Report

Check	Vendor Name	Vchr#	Vendor's Ref#	Description	Status	Debit Account	Check Date	\$Amount	CheckAmount\$
	Check Date: 12/21/2011 - 12/21/2011 Check Number: 88271 - 88271 Bank Account: General - General								
88271	Valley Mechanical, Inc.				Open		12/21/2011		
		21663		Boiler House Upgrade		101-103-998.00		\$23,500.00	
Total General									\$23,500.00
Grand Total:									\$23,500.00



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

12/21/2011
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):

The Menominee County Board of Road Commissioners held a regular meeting in their offices north of Stephenson on Tuesday, November 8, 2011.

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

PRESENT: William Anderson, Roger Betzinger, Anthony Kakuk, Darrell Moilanen and Lisa Savord. Also present were Darlene Nerat, John Nerat, Dale Axtell, and David Wesoloski.

ABSENT: None

Public comments – None.

Public appearances – None.

Additions/corrections to minutes for 10/11/11 and 10/25/11 – There being no additions or corrections, Betzinger declared that the minutes will stand as recorded.

Financial Report -

	Receipts	Expenditures	Payables / Reserves	Balances
Balance, October 10, 2011				\$1,226,421.16
Receipts thru 10/31/11	262,874.71			
Expenditures thru 10/31/11		628,004.62		
Balance, October 31, 2011				861,291.25
Michigan Transportation Funds	295,711.24			
Receipts thru 11/07/11	20,807.97			
Expenditures thru 11/07/11		5,195.06		
State Maint. & Equip. Advances			93,809.00	
Balance, November 07, 2011	579,393.92	633,199.68	93,809.00	1,078,806.40
<u>Payables & Reserves</u>				
Payroll 11/10, 11/24 (Est.)			130,000.00	
Soc. Sec. 11/10, 11/24 (Est.)			9,945.00	
Reserve for workers compensation insurance			30,044.00	
Reserve for liability insurance			83,727.00	
Reserve for rental grader lease (12/09)			73,871.12	
Reserve for rental grader leases (10/10)			258,125.58	
Reserve 4% set-aside for township allocations (05/06)			2,327.67	
Reserve 4% set-aside for township allocations (06/07)			26,490.07	
Reserve for MCRC balance of Old US2 over Wilson Crk			24,499.56	
Reserve Hannahville 2% Funds-County Line Rd. Borings			1,217.76	
Reserve Hannahville 2% Funds-Sign Truck			22,500.00	
Reserve for siding on Menominee shop			0.00	
Reserve for 2011 bridge inspections & load ratings			24,852.50	
Reserve for F-4 Lane bridge-Harris Twp			1,673.07	
Reserve for dirt work-pavement patches.			0.00	
Reserve for paving-pavement patches			0.00	
Reserve for Forest Funds			161,015.98	
Reserve for driveway plowing			3,462.30	
Reserve for equipment			100,000.00	(953,751.61)
				\$ 125,054.79

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

Vouchers # 12-0003, 12-1031, 12-0005 and 12-0006 – Moved by Kakuk, seconded by Anderson that the vouchers be approved and ordered paid. Carried unanimously.

Open bids for sign truck – Bids were open and read aloud as follows:

Truck & Trailer Specialties, Boyne Falls, MI – No Bid
Utility Sales & Service, Appleton, WI - \$148,186.00

Moved by Anderson, seconded by Kakuk to accept the bid from Utility Sales & Service, contingent upon review of the bid spec. Carried unanimously.

Discuss request from Ingallston Township to attend their monthly meeting – Moilanen stated he had received a request from Ingallston Township Supervisor, Paul Anderson, to have the road commission attend their monthly township meeting on December 12, 2011 at 7:00 p.m., to discuss options for S. Pinewoods Loop. All commissioners stated they would be able to attend.

Discuss K-1 Road damage cost – Moilanen stated that the cost of the patches to repair K-1 Road was \$60,268.73. Of this amount, \$28,607.73 could be attributed to damage caused by the manure hauling operation in the spring of 2011. Moved by Anderson, seconded by Kakuk to send a letter to Prosecuting Attorney Daniel Hass requesting he pursue recovery of the \$28,607.73. Carried unanimously.

Discuss House Bills H-5125 & H-5126 – Moilanen stated that the two bills were introduced to modify current law to allow the county board to pass a motion to absorb the duties of the road commission. A letter to Representative Ed McBroom opposing both bills was read. Moved by Kakuk, seconded by Anderson to send the letter to Mr. McBroom. Carried unanimously.

Any other business – Moilanen updated the commission on the gravel crushing that was done by Iron City Enterprises in the Bellefeuil and Kraniak pits. The belt scale used by Iron City was found to be out of calibration. The gravel pile in Bellefeuil pit has been surveyed and is approximately 2000 tons short of the amount requested to be crushed in the bid spec. The gravel pile in the Kraniak pit will be surveyed in the next few days. The gravel in both pits was tested, and each failed some of the testing, but not to the point where price adjustments would need to be made.

Moilanen requested permission to hire contractors and/or temporary employees to cover some of the snow plow routes, should the need arise. Moved by Anderson, seconded by Kakuk to allow Moilanen to hire contractors and/or temporary employees, if necessary, due to road commission staff shortages. Carried unanimously.

Kakuk complimented Moilanen on the good job done planning the annual safety meeting and for the work done on calculating the K-1 Road damage.

Public Comment – David Wesoloski noted that Bay de Noc Road, south of Evergreen, had a PASER rating of 1, and asked how often the roads were rated. Moilanen stated that one half of the Federal Aid eligible routes were done each year. Dale Axtell asked when Bay de Noc Road would be fixed. Moilanen stated that with the limited amount of funding available, that preservation work, such as crack sealing & chip sealing, on the better roads would be likely be done first. Darlene Nerat asked how narrow roads were rated in the PASER system. Moilanen stated that the width of the road was not considered, just the condition.

David Wesoloski asked if there was funding available through the Complete Streets program and if it was something the township should pursue. Moilanen stated that the Governor is considering increasing the funding level to MDOT and decreasing the funding to local governments & road commissions, and that if this passes the rural counties such as ours would lose even more revenue.

There being no further business, Betzinger declared the meeting adjourned at 9:37 a.m.

J. Bejgrowicz called the regular meeting of the Menominee County Library Board to order at 11:00 AM on Tuesday, November 15, 2011.

Roll call was taken and present were J. Bejgrowicz, M. Erdman, and J. Freis. K. McNeely was excused. C. Peterson joined the meeting at 11:05 AM.

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

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

J. Freis moved to approve the minutes from the October 18, 2011 meeting. Seconded by M. Erdman, motion carried.

M. Erdman moved to approve the Fiscal Year-End and October financial reports. Seconded by J. Freis, motion carried.

M. Erdman moved to pay the November bills. Seconded by J. Freis, motion carried.

Director's Report:

- A. The monthly circulation stat comparisons are in the board packets.
- B. The Friends Holiday Festival raffle was very successful. The raffle winners were all delighted with their prizes. The Friends next regular meeting will be on Thursday, January 26, 2012.
- C. Once again this year, we will be participating with the Spies Public Library and Aurora Books in collecting books for the Give-A-Kid-A-Book program in Menominee County.
- D. The November Trustee Workshop Webinar has been postponed until December 8 at 1:00 PM Eastern time. Attorney Anne Seurnyck will be presenting her workshop on the Michigan Library Privacy Act. The workshop will be archived, so trustees unable to participate on December 8 can view the workshop at their convenience.
- E. We have been receiving numerous book donations, including 29 yearbooks that we are adding to the local history collection.
- F. After discussion, the board decided to renew its membership in the Friends of Michigan Libraries Trustee organization.

Old Business:

- A. Great Start Regional Resource Center Grant – Update – We are planning on a tentative open house sometime in December to highlight these new resources. The I.S.D. is also interested in placing a computer in our library with selected websites for parents.
- B. AT&T – Update – We are still working with them to straighten out the billing.

New Business:

- A. Mike Erdman – Library Board Term Expires December 31, 2011 – M. Erdman informed the board that he would not be applying for reappointment.
- B. Library Board Meetings – After discussion, M. Erdman moved to hold the next meeting on December 13 at 10:00 AM, the January 17, 2012 meeting at 11:00 AM, and the February 21, 2012 reorganizational meeting at 11:00 AM. Seconded by C. Peterson, motion carried.
- C. Library Director Evaluation – The Board will use the same format as previous years and evaluate the director in a Closed Session at the December meeting.
- D. Friends of the Library Projects – The Friends will be decorating the garden area with winter decorations. Solander Electric will install an outdoor outlet in the front of the building so the decorations can be illuminated. The Friends are also considering the installation of instant hot water units by the sinks in the restrooms, kitchen and work areas of the library.

Other Board Concerns: C. Peterson asked if the library would consider a reading program that has dogs in the library to help calm young readers.

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

As there was no further business, J. Freis moved to adjourn the meeting. Seconded by M. Erdman, motion carried. The meeting adjourned at 11:23 AM.

NORTHPOINTE HEALTHCARE SYSTEMS BOARD OF DIRECTORS

Regular Monthly Meeting

MINUTES

715 Pyle Drive; Kingsford, Michigan

November 17, 2011 4:00 p.m.

CALL TO ORDER/ROLL CALL:

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

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

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

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

PUBLIC COMMENTS - No public comments

APPROVAL OF THE AGENDA: Karen Raether stated the agenda would be amended as the Board presentation by Alan Bolter was rescheduled to January 2012 and Jill Doll would be presenting on jail diversion.

ACTION: Moved to approve the amended agenda as stated above.

Motion by: P. Connors; supported by M. DeGrave. **Motion carried unanimously**

APPROVAL OF THE MINUTES:

Karen Raether stated that the October 27, 2011 Board of Director minutes would be corrected as follows: A motion was made by M. Negro, supported by P. Connors to approve the Board Policies with the stated changes. There were no other additions or corrections to the minutes from the Regular Board of Directors meeting on October 27, 2011.

ACTION: A motion was made to dispense with reading the minutes from the October 27, 2011 Regular Board of Directors meeting and approve as corrected stated above.

Motion by: M. DeGrave; supported by P. Connors. **Motion carried; 9 ayes; 1 abstain-A. Martin.**

PRESENTATION: Jill Doll-Jail Diversion

Karen Thekan introduced Jill Doll, Dickinson County Site Director, and stated that Ms. Doll is also the regional representative on the NorthCare level for jail diversion. Ms. Doll stated that jail diversion has been around since 2002 and work has been done over the years in developing the jail diversion process. Ms. Doll reviewed the general purpose and the pre/post-booking procedures for jail diversion. Miscellaneous questions were addressed by Ms. Doll.

CEO REPORT

Karen Thekan stated that her November 2011 CEO report was in Board packets; she provided the following updates and highlights:

Federal/State Activity:

- Northpointe took an \$80,831.00 reduction in General Fund (GF) which was the largest cut of the U.P. Community Mental Health (CMH) agencies. Directions on how to report the GF reduction to the State have not yet been received.
- There are two models that the State of Michigan is looking at in terms of preparing for healthcare reform and the integration of behavioral healthcare and primary care. Ms. Thekan has attended one workshop, "The Pennsylvania Model", and will be attending the second workshop "The Missouri Model" in December.
- Bill Slavin, NorthCare Chief Operating Officer, was selected to participate on the State workgroup, "Performance Measurement and Quality Management".

Regional Activity:

- The U.P. directors recently met and issues discussed were: GF reductions, the end of year close-out for each U.P. CMH, and the regional finance group will begin discussing reallocating Medicaid to the U.P. CMHs.

Local Activity:

- Information was provided on a scenario with Michigan Protection & Advocacy.
- The Lane Street Home, which Northpointe contracts with, is in the process of changing. There are a few consumers who are transitioning out of Lane Street and this home will become a Culture of Gentleness home.
- Northpointe recently received their annual end of year report from the Community Foundation. An Endowment Committee meeting will be scheduled on January 16, 2012 to review this report.

FINANCE COMMITTEE REPORT – P. Connors

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

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

The check disbursement report in the amount of \$1,238,725.99 was reviewed and recommended for Board approval.

ACTION: A motion was made by P. Connors, supported by M. DeGrave to approve the check disbursement report for bills paid in the amount of \$1,238,725.99 as presented.

ROLL CALL VOTE:

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

Motion carried unanimously.

2. **ISSUE:** Review Financial Reports – Preliminary Year End September 2011 and October 2011

The committee reviewed the preliminary year end September 2011 financial report.

ACTION: Information

The committee reviewed the October 2011 financial report and recommended for Board approval.

ACTION: A motion was made by P. Connors, supported by M. Hofer to approve the October 2011 financial report.

ROLL CALL VOTE:

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

Motion carried unanimously.

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

The committee reviewed the following contracts and recommended for Board approval.

#	Name of Contract	Purpose of Contract	Date of Contract	Old Rate	New Rate	Change
A.	Michael Meyer	Snow Removal	11/1/11-4/30/12	n/a	\$10/hr	n/a
	This is a new contract for a person to assist with snow removal (i.e.: shoveling and snow blowing, etc.) in the Kingsford area on a call in basis.					
B.	Birchwood AFC	Specialized Residential	1/1/12-12/31/12	\$125.80/day	\$122.10/day	Decrease-\$3.70/day
	This is a renewal agreement for specialized residential services. NBHS contract for 3 residents at this home. Rates are based on consumer need.					
C.	Catholic Social Services	Outpatient Therapy	11/9/11-5/31/12	\$68.27/session	n/a	n/a
	This is a new single case agreement for outpatient therapy services for one consumer.					

D.	Ihander AFC	Specialized Residential	1/1/12-12/31/12	\$122.53/day	\$119.60/day	Decrease-\$2.93/day
This is a renewal agreement for specialized residential services. NBHS contract for 2 residents at this home. Rates are based on consumer need.						
E.	Kutha AFC	Specialized Residential	1/1/12-12/31/12	\$343.15	\$322.89	Decrease-\$20.26/day
This is a renewal agreement for specialized residential services. NBHS contract for 7 residents at this home. Rates are based on consumer need.						
F.	Schlaud AFC	Specialized Residential	1/1/12-12/31/12	\$347.35/day	\$338.77/day	Decrease-\$8.58/day
This is a renewal agreement for specialized residential services. NBHS contract for 6 residents at this home. Rates are based on consumer need.						

ACTION: A motion was made by P. Connors, supported by M. Hofer to approve all contracts as noted above.

ROLL CALL

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

Motion carried unanimously.

4. Miscellaneous

- The law firm of Nantz, Litowich, Smith & Girard where Northpointe's current attorney, Mr. Steve Girard, was employed has dissolved. Mr. Girard has now joined the law firm of Clark-Hill and this will need Board approval to retain Mr. Girard and the law firm of Clark-Hill as Northpointe's attorney and new law firm. Miscellaneous questions were addressed by Ms. Thekan.

Action: A motion was made by M. DeGrave, supported by M. Hofer to approve that Mr. Steve Girard and the law firm of Clark and Hill be retained as Northpointe's attorney and law firm.

ROLL CALL

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

Motion carried unanimously.

PERSONNEL COMMITTEE REPORT - B. Lang

Mr. Lang highlighted the following from the Personnel Committee meeting that was held on November 17, 2011:

ISSUE: Employee Health Insurance

Bernie Lang stated that there was quite a lengthy discussion at the Personnel Committee meeting regarding Northpointe employee health insurance costs. Mr. Lang further stated that Northpointe does not have the option to opt out of the legislative action of the 80/20 health insurance split. At this point in time, Northpointe employees pay 15% of their health insurance cost and if the motion is passed they will be responsible for paying 20%.

ACTION: A motion was made by P. Erickson, supported by M. Hofer to approve the recommendation of health insurance rates to be in compliance with the health insurance legislative action of the 80/20 split.

DISCUSSION: Joan Luhtanen stated that she does not agree with the 80/20 health insurance split as this will be a big hardship on employees and at this time there is too much vagueness to the 80/20 split. Ms. Luhtanen stated that this issue should be looked at as the year goes on to see if other organizations are falling in line and enforcing the 80/20 split and if there are penalties provided to them if they do not comply with it. Ms. Luhtanen stated that based on principal she is against the above. Karen Thekan stated that Governor Snyder passed the law that all public employees, including authorities, have to contribute 20% towards their health care costs or there are cap amounts that can be an alternative and an organization can then opt out of the 80/20 split if they fall under the cap amount.

Northpointe does not fall under the cap amount so there is no choice for Northpointe but to comply with the 80/20 split. Ms. Thekan stated that since Northpointe is self-funded and if the legislative law changes in a few months regarding the 80/20 split this issue can be revisited. Discussion ensued and miscellaneous questions were addressed by Ms. Thekan.

ROLL CALL

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

Motion carried: 8 ayes; 2 nays.

- ISSUE:** Replacing Longevity with Other Option for Staff at Top of Pay Scale
 Bernie Lang stated that it was noted that over 50% of staff who received a longevity payment are at the top of their pay scale. Millie Hofer stated that she feels that for an employee to be at the top of their pay scale, receive their evaluation, and have no financial incentive is depressing. Ms. Hofer stated that by loosening the top of the pay scale or providing some type of financial reward will promote incentive for work performance. Ms. Hofer stated that a performance increase can be used as a payment benefit for performance and does not need to be put on the pay scale to make an individual's salary look high. Discussion ensued.
ACTION: This issue is an ongoing discussion at future Personnel Committee meetings.

CHAIRPERSONS REPORT - K. Raether

- A Northpointe Board holiday get-together will be held after the December 15 Board meeting.

OLD BUSINESS

- Approve Northpointe By-Laws
 Karen Raether stated that the Northpointe By-Laws were reviewed, changes made to them at the October Board meeting, and are now ready for Board approval.
ACTION: A motion was made by P. Connors, supported by M. DeGrave to approve the Northpointe By-Laws.

NEW BUSINESS - No new business

BOARD PREROGATIVE/AMBASSADOR MOMENT

- Bernie Lang and Peggy Connors each provided information on how they promoted/supported/advocated for community mental health.

PUBLIC COMMENTS – No public comments

ADJOURNMENT

Chairperson Raether stated the meeting adjourned. Meeting adjourned at 5:18 p.m.

The next regular monthly Board meeting is scheduled for December 15, 2011 in Kingsford, Michigan at 4:00 p.m.

 Karen Raether, Chairperson

 Peggy Connors, Secretary

 Mary Wendt, Board Secretary