

"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 DuPont - Administrative Assistant
Telephone: (906) 863-7779 or 863-9648
Fax: (906) 863-8839

The Menominee County Board of Commissioners
will meet on **Tuesday ~ April 9, 2013 @ 6:15 p.m. CDT**
OR Immediately following the Equalization Session
at Lake Township Hall
County Road 577 & County Road 352 (G-12)
Stephenson, MI 49887

AGENDA

- A. Call to Order
 - B. Pledge of Allegiance
 - C. Roll Call
 - D. Approval of the Agenda
 - E. Approval of Previous Minutes ~ March 26, 2013
 - F. Public Comment (*Statements, not debate, limited to 5 minutes per person on agenda items only*)
 - G. Presentations (*limited to twenty minutes*)
 - H. Department Head/Elected Officials Reports (*limited to ten minutes*)
 - I. Action Items
1. Moved by _____ seconded by _____ to approve the Bylaws, Board Rules, County Policies & Charters of Standing Committees as presented at the 3.26.13 County Board Meeting.
 2. Moved by _____ seconded by _____ to approve the Mutual Aid Agreement between the City of Marinette Police Department and the Menominee County Sheriff's Department.
 3. Moved by _____ seconded by _____ to approve a bid by _____ in the amount of _____ for a two year contract with Menominee County for Janitorial Services in the Courthouse and Health Department. (April 27, 2013 to April 26, 2015)
 4. Moved by _____ seconded by _____ to ratify the recommendation by Judge Mary Barglund to appoint Ms. Darlene Schraub to the Jury Board for a six year term. (May 1, 2013 to April 30, 2019)
 5. Moved by _____ seconded by _____ to appoint three additional Commissioners to the Finance Committee assignment per the changes in the bylaws.

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

6. Moved by _____ seconded by _____ to appoint three additional Commissioners to the Personnel Committee assignment per the changes in the bylaws.
7. Moved by _____ seconded by _____ to appoint two commissioners to the Buildings and Grounds committee per the changes in the bylaws to add/create this committee.
8. Moved by _____ seconded by _____ to approve payment of Commissioner Per Diems and expenses as recently submitted.
9. Moved by _____ seconded by _____ to approve miscellaneous bills as paid on March 14 & 20, 2013 in the amount of \$211,893.44.
10. Moved by _____ seconded by _____ to place miscellaneous boards/committees/commission reports on file in the office of the County Clerk.

J. New Business (discussion only)

1. Personnel Items:
 - a. None
2. Building and Grounds/Park Items:
 - a. None
3. Miscellaneous Items:
 - a. Resolution 2013-05 ~ Requesting Legislature to implement a plan to improve Michigan Roads and Highways.
4. Finance Items
 - a. Commissioner Per Diems and expenses
 - c. Miscellaneous bills as paid on March 28, 2013 in the amount of \$72,443.95

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

March 12, 2013

UNAPPROVED

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

Chairman Meintz called the meeting to order at 6:00 P.M. followed by the Pledge of Allegiance.

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

Present: Coms. Furlong, Hafeman, Krienke, Lang, Meintz, Nelson, Piche, Plutchak and Schei.

Absent: None

Chairman Meintz stated that the agenda would need to be amended to add a presentation by Eric Cadeau from the DNR Parks and Recreation Division regarding purchasing land in Faithorn Township.

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

Com. Hafeman noted that the minutes from the March 12, 2013 County Board meeting needed to be corrected to show the Northpointe Board of Directors appointments are a term of 4/1/13-3/31/16 and not 4/1/13-3/31/13.

Moved by Com. Furlong, seconded by Com. Hafeman to approve the minutes from the March 12, 2013 Regular County Board Meeting with the previously noted corrections. Motion was approved 9-0.

Public Comment:

- John Anderson – Asked if he could save his comments for the New Business Discussion of Miscellaneous Item c, GIS mapping.
- Janet Dehn – Commented about previous County Board Meeting when Com. Lang discussed her proposed appointment to the Northpointe Board of Directors.
- Gary Eichhorn – Commented on the Mental Health Board appointments and believes that the information Com. Lang presented came from Penny Mullins.

Presentations:

Eric Cadeau – DNR Parks and Recreation Division land proposed land purchase.

Department Head/Elected Officials Reports: None.

Moved by Com. Furlong, supported by Com. Nelson to approve Resolution 2013-04 ~ DNR Grant for Stony Point Boat Launch Improvements and to budget the 25% matching funds (\$6,300) in the 2013/14 budget under acct. #220-752-953.04 (Stony Point – Park Improvement Fund). Discussion ensued. Com. Plutchak feels that if the county is going to put money into the pads at the boat launch they should consider additional upgrades to make it safer for the boats to get to deeper water due to the low water levels in the bay. Motion was approve 9-0 by a roll call vote.

Moved by Com. Hafeman, supported by Com. Schei to approve the Mutual Aid Agreement between the City of Marinette Police Department and the Menominee County Sheriff's Department. Discussion ensued. Com. Krienke asked some questions about the agreement and why it stated day to day activities and not just emergency situations. Com. Nelson had questions as to how officers were being paid when working in Wisconsin and if that money was coming from the Road Patrol Millage. The Commissioners would like to have the Sheriff at the meeting to answer some of these questions. Com. Hafeman and Com. Schei then removed their motion and support.

Moved by Com. Nelson, supported by Com. Plutchak to table the previous motion until the next meeting so some of the questions that were asked can be answered. Motion was approved 9-0.

Moved by Com. Nelson, supported by Com. Hafeman to appoint one (1) citizen member to the Northpointe Board of Directors committee assignment for a three (3) year term. Term of appointment 4/1/2013-3/31/2016. Candidate appointed: Janet K. Dehn. Motion was approved 7-2. Com. Lang and Piche voted nay.

Moved by Com. Furlong, supported by Com. Nelson to approve payment of Commissioner Per Diems and expenses as recently submitted. Motion was approved 9-0.

Moved by Com. Nelson, supported by Com. Hafeman to approve miscellaneous bills as paid on February 28, 2013 in the amount of \$89,826.41. Motion was approved 9-0.

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

New Business (discussion only)

Personnel Items: None.

Building and Grounds/Parks Items: None.

Miscellaneous Items:

- a. Bylaws, Board Rules, County Policies & Charters of Standing Committees. – No other changes have been made since the 3/12/13 County Board Meeting. The consensus of the board is to move this item forward to the next meeting for approval.
- b. April 9th County Board Equalization ~ request change to “prior to” Regular County Board Meeting. (Published as “after” the CB meeting). – Peggy Schroud, Equalization Director would like to request the Equalization session be held before the County Board meeting on April 9th. The 2013 schedule has been published as “after the CB meeting”. After discussion it was decided to make this an action item.

Moved by Com. Furlong, supported by Com. Plutchak to move the previously discussed item to an action item. Motion was approved by a roll call vote 9-0.

Moved by Com. Furlong, supported by Com. Lang to change the April 9th County Board Equalization session from “after” the Regular County Board Meeting to “before”. Motion was approved 9-0.

- c. GIS mapping – Discussion. – Gary Hoagland from Coleman Engineering was here on 3/19/13 to discuss/present GIS mapping options with the Administrator and many department heads. Discussion on a possible GIS project. – Peggy Schroud discussed the importance in using technology that is available to us. Right now the Equalization Department does all their mapping by hand, and with the GIS mapping they could be more efficient and possibly discover parcels that are not correct on the tax rolls. Equalization is not the only department that could take advantage of this. Other departments like Emergency Management, Building Codes, 911, Road Commission and Sheriff’s Department would all benefit. Gary would be willing to come in and do a presentation. The cost for this program would start at around \$100,000 for the parcel mapping. We could possibly knock \$25,000 - \$30,000 off that price because there has already been some mapping done at the local township levels. Brian stated that we would also be charged an additional \$5,000 per year to host and update the server. Com. Plutchak asked if Brian has spoken with any other companies about GIS mapping. Brian stated that he has not because he wanted to see how interested the board was first. It was discussed that Harris and Spalding Townships already have GIS mapping. Com. Nelson asked if the township could be asked to help offset the cost of this project, since they would also be benefiting from it. There is a MTA meeting on Thursday night that this could be discussed at. Tom Lesperance from the City of Menominee is currently working on mapping the City of Menominee and Cedarville Township. The consensus of the board is to continue pursuing this information.
- d. MAC Conference Update ~ Discussion only. – Commissioners Krienke, Nelson and Furlong recently attended a MAC conference to represent Menominee County. Discussion of conference information received. Com. Nelson explained that Com. Furlong did not receive the at large position on the MAC Board he was seeking. Com. Nelson provided some information regarding the workshops he attended about reforming how the county pays for the courts. MAC is looking at lobbying the State for technology upgrades that may help alleviate some of the cost. Com. Nelson also discussed Public Act 329 and the county retirement programs. Com. Krienke discussed a session he attended on Hydraulic Fractioning and deep containment wells. He stated that this is not occurring in our area, but if it is brought up he does not think it is a good idea.

Finance Items:

- a. Household Hazardous Waste ~ Veolia ES Technical Solutions, LLC ~ Contract expires prior to 2013 HHW collection. – In order to have the HHW pickup again this year, we'll need to request new bids. Brian is proposing that we move this to every 2 years since there was not a very large turnout the past two years. Com. Meintz stated that he agrees with Brian. It was decided that the county would have a press release letting residents know there will be no HHW collection this year. Com. Lang asked if the next contract should alternate sites between Menominee and Stephenson, or just play it by ear. The consensus of the board is to not hold the HHW collection this year, and for Brian to pursue another contract for next year.
- b. Commissioner Per Diems and expenses. – It was discussed that Com. Krienke did not submit his per diems and Com. Schei turned his in a day late (March 8th). Com. Furlong reminded the board that Commissioners are responsible for submitting all of their own expenses to the County Administrator's office by the 7th day of the following month. That was a policy that was placed into the bylaws not by the previous board, but the one before them. Com. Nelson feels that the commissioners should be allowed to still receive their per diems and expenses since they are new commissioners and also since the new bylaws will be passed in two weeks and this policy will not be in there anymore. It was the consensus of the commissioners to ignore the Menominee County Bylaws and to allow for submitting of Com. Krienke and Com. Schei's expenses after the 7th day of the month.
- c. Miscellaneous bills as paid on March 14 & 20, 2013 in the amount of \$211,893.44. – The consensus of the board is to move this item forward to the next meeting for approval.

Misc. Boards/Committees/Commissions Reports:

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

Chairman Meintz called for public comment

Public Comment:

- Mari Negro – Thanked the board for her appointment to the Northpointe Board. She also asked by the county board meetings are no longer being video taped.
- Bob Desjarlais – Commented on the DNR presentation and how much tax money would be lost with their purchase.
- Dave Wesoloski – Commented on the upcoming MTA meeting on Thursday, and the new officers on the MTA board, and the MTA meeting at the casino on December 14th.
- John Anderson – commented on the possible DNR purchase and taxes. The DNR would be paying 42% less taxes than if it was privately owned.
- Gary Eichhorn – Thanked the board for looking into MERS.

Commissioner Comment:

- Com. Piche thanked Com. Meintz for asking Com. Furlong to help explain some issues regarding the sheriff's mutual aid agreement.
- Com. Hafeman commented that there will be a meeting with Rep. Ed McBroom in April, and she also asked Brian some questions about Shakey Lakes Park.
- Com. Nelson commented about discussions with Sen. Casperson and Rep. McBroom about CFR land.
- Com. Meintz thanked the commissioners for attending the MAC conference. He also recommended the commissioners talk to the Equalization Dept. and Treasurers about PILT and the DNR acquiring any new property.

Any other items members may wish to present: None.

Moved by Com. Nelson, seconded by Com. Plutchak to adjourn at 8:10 p.m. Motion was approved 9-0.

Charlie Meintz, Chairman

Marc Kleiman, County Clerk

MENOMINEE COUNTY BOARD OF COMMISSIONERS AGENDA ITEM

SUBJECT:	Bylaws, Board Rules, County Policies & Charters of Standing Committees
DEPARTMENT:	Executive Committee – Admin.
ATTACHMENTS:	No – Commissioners are emailed changes
SUMMARY:	
<p>On January 18 & February 14, 2013 the Executive Committee met to discuss changes in the County Bylaws, Board Rules, County Policies & Charters of Standing Committees. Changes will be sent to all commissioners for review prior to discussion at the County board meeting</p> <p>Discussion at 2/26/13 County Board meeting ended in making a few changes. Those changes are highlighted in yellow. (Other markings were from previous meetings).</p> <p>Discussion at 3/12/13 CB meeting ended in making a change to the Standing committees, Finance and Personnel Committees.</p> <p>Discussion at the 3.26.13 CB meeting ended in NO CHANGES to the bylaws.</p>	
RECOMMENDED MOTION	
<p>To approve the Bylaws, Board Rules, County Policies & Charters of Standing Committees as presented at the 3.26.13 County Board Meeting.</p>	

Submitted by: **Brian Bousley**

 04/03/2013
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 AGENDA ITEM

SUBJECT:	Mutual Aid Agreement
DEPARTMENT:	Sheriff
ATTACHMENTS:	Yes
SUMMARY:	
<p>The mutual aid agreement allows the City of Marinette Police Dept. to work together with the Menominee County Sheriff Dept. in MI or WI.</p> <p>The City of Marinette Police Dept. has already approved the enclosed agreement. Menominee County Commissioners are asked to discuss and approve the mutual aid agreement.</p>	
RECOMMENDED MOTION	
<p>To approve the Mutual Aid Agreement between the City of Marinette Police Department and the Menominee County Sheriff's Department.</p>	

Submitted by: **Brian Bousley**

 04/03/2013
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):

MUTUAL AID AGREEMENT

This Mutual Aid Agreement is entered into between the **City of Marinette Police Department** at 1905 Hall Avenue, Marinette, Wisconsin and the **Menominee County Sheriff's Department** at 831 10th Avenue, Menominee, Michigan for the purpose of providing law enforcement mutual aid services. The parties agree to the following terms and conditions:

1. **City of Marinette.** The City of Marinette is a municipal corporation located at 1905 Hall Avenue, Marinette, Wisconsin. It is a political subdivision of the State of Wisconsin and operates its own Police Department. Chapters 62 and 66, Wis. Stat., and Marinette Municipal Code § 2.0312 vest the City of Marinette and its Chief of Police with the authority, power, and jurisdiction for matters relating to the prevention and detection of crime, the enforcement of state law and local ordinances, and preservation of peace within the City of Marinette.

2. **County of Menominee.** The County of Menominee, Michigan is a Governmental entity located at 831 10th Avenue, Menominee, Michigan. It is a political subdivision of the State of Michigan and operates its own Sheriff's Department. The Menominee County Sheriff and his deputies are vested with the authority, power, and jurisdiction for matters relating to the prevention and detection of crime, the enforcement of state law and local ordinances, and preservation of peace within the County of Menominee.

3. **Wisconsin Authority.** The State of Wisconsin permits interstate corporation and mutual aid between political subdivisions and law enforcement agencies of physically adjacent states pursuant to Wis. Stat. §§ 66.0303(2) and 175.46(2).

4. **Michigan Authority.** The State of Michigan permits interstate cooperation and mutual aid between law enforcement agencies of physically adjacent states pursuant to Michigan Compiled Laws (MCL) 3.732.

5. **Physically Adjacent.** That the State of Wisconsin and Michigan are physically adjacent states as defined in Wis. Stat. § 175.46(1)(e) and MCL 764.2b(2)(a).

6. **Scope.** This agreement shall operate on a case-by-case basis in an emergency situation as determined by the requesting party, commencing with a specific request for mutual aid and ending when the need for mutual aid is declared by the requester to no longer be necessary. This agreement shall also include day-to-day criminal and drug investigations.

7. **Mutual Aid Requests.** Written or oral mutual aid requests may be made by:

<u>City of Marinette:</u>	<u>County of Menominee:</u>
Chief of Police	Sheriff and his/her
Captain	authorized designees
Lieutenants	
Sergeants	
Officer in Charge	

8. **Authority to Act.** In the event a mutual aid request as authorized above, responding law enforcement officers are authorized to act with all of the arrest and other policy authority of a law enforcement officer of the requesting agency while within the jurisdiction of the requesting agency, limited to the enforcement of the laws and arrests for violations of the types of laws or arrests that officer is authorized to enforce in the officer's home state.

9. **Chain of Command.** Any law enforcement officer responding to a mutual aid request is at all times under the command and direction of the ranking law enforcement officer in the jurisdiction requesting mutual aid. Any law enforcement officer employed by either party to this agreement shall, upon entering the jurisdiction of the other agency for purpose of mutual aid, notify the in-charge officer in that jurisdiction that the law enforcement officer is present and the reason said officer is present in the jurisdiction of the other agency.

10. **Immunity.** Any law enforcement officer responding to a mutual aid request shall enjoy the same immunity in the requesting jurisdiction as those law enforcement officers regularly employed by the requesting jurisdiction.

11. **Compensation and Benefits.** All compensation and benefits due law enforcement officers employed by the City of Marinette and County of Menominee, including, but not limited to, wages, other employee benefits, workers compensation, unemployment compensation and statutory benefits, shall continue to be covered by the officer's employing jurisdiction for such benefits. The jurisdiction requesting mutual aid has no responsibility or obligation to pay compensation or benefits to any responding law enforcement officer not regularly employed by that jurisdiction.

12. **Employee Liability.** Any law enforcement officer responding to a mutual aid request shall for purposes of civil liability be considered to be a continuous employee of the officer's employing agency in the officer's home state. Under no circumstances shall a Wisconsin law enforcement officer acting in Michigan, or a Michigan law enforcement officer acting in Wisconsin, be considered an employee or agent of the non-employing state, political subdivision or agency.

13. **Discipline.** All enforcement officers employed by the City of Marinette and County of Menominee shall, at all times, be subject to disciplinary action only by their respective employer. In the event a disciplinary situation arises in a non-employing jurisdiction, the matter shall be reported to the employing jurisdiction for such disciplinary action as may be appropriate under the circumstances.

14. **Coordination and Training.** The City of Marinette and County of Menominee agree that each will properly train its respective law enforcement officers in the content of this agreement and each will develop written policies and procedures relating to this agreement.

15. **Nondiscrimination.** The City of Marinette and County of Menominee agree that in the course of requesting or rendering mutual aid in accordance with this agreement, neither will discriminate against any employee based on age, race, sex, religion, color, handicap, disability, physical condition, sexual orientation, or national origin.

16. **Termination.** The term of this agreement shall be indefinite unless terminated by written notice from one party to the other.

17. **Modification.** This agreement may be modified at any time in writing and upon agreement of both parties.

18. **Authority to Sign.** The signatories for the Cities of Marinette, Wisconsin and Menominee County, Michigan represent that each has authority and support of their respective governmental entities to sign this agreement.

Dated this ____ day of _____, 2013

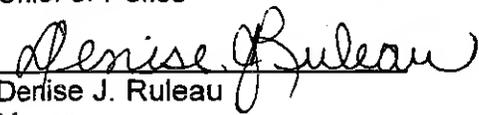
Dated this ____ day of _____, 2013

City of Marinette, Wisconsin

County of Menominee, Michigan

John Mabry
Chief of Police

Kenny Marks
Sheriff



Denise J. Ruleau
Mayor

Brian Bousley
Menominee County Administrator

MENOMINEE COUNTY BOARD OF COMMISSIONERS AGENDA ITEM

SUBJECT:	Janitorial Services Contract for Courthouse/Health Dept.
DEPARTMENT:	Administration
ATTACHMENTS:	Yes
SUMMARY:	
<p>The current Courthouse/Health Dept. cleaning contract expires on April 26, 2013. Administration advertised to request bids for another two year contract. We received three (3) bids total.</p>	
RECOMMENDED MOTION	
<p>To approve a bid by _____ in the amount of _____ for a two year contract with Menominee County for Janitorial Services in the Courthouse and Health Department. (April 27, 2013 to April 26, 2015)</p>	

Submitted by: **Brian Bousley**

 04/03/2013
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
MENOMINEE, MICHIGAN**

BID RECAPITULATION

ITEM(S):Janitorial Services in the Courthouse/Health Dept. - Two year contract

Bids due by: April 3, 2013 at 12:00 noon

Company Name	Bid	After added options
Hi-Tec Building Services 6578 Roger Dr. Jenison, MI 49428 616-437-3234	\$16,920 - each year	
Goodwill Industries 903 Pierce Ave. Marinette, WI 54143 715-732-0563	\$41,600 - Year one \$45,760 - Year two	
T.C. Cleaning 1535 Main St. Marinette, WI 54143 715-735-5771	\$21,580 - year one \$22,012 - year two	

Bids opened on: April 4, 2013 @ 2:05 PM

In the presence of: Brian Bousley, Sherry DuPont & Al Thompson

Recommended Bid Award to: _____ In the Amount of: _____

Janitorial Service for Menominee County
Courthouse/Health Department

This agreement is made this 23rd day of April 2013 by and between _____, (hereafter the "Contractor") and the Menominee County Board of Commissioners (hereafter the "County") as follows:

1. Work to be performed:

The contractor shall have all of the duties, functions, and perform such work as described on the attached specifications, as incorporated herein and made a part of this agreement. This work shall be done in a good and workmanlike manner, subject to the standards and satisfaction of the County as to insure the proper maintenance of the Courthouse and Health Department. Should any areas currently opted out of the cleaning service (District Court Judge, Clerk, and Probation, Prosecutor, Friend of the Court) choose to be included, the payment provisions shall be subject to adjustment through negotiations.

2. Terms:

This agreement shall be in effect for the period commencing on **April 27, 2013** and ending on **April 26, 2015**. It is the intent of this agreement that the Contractor will provide daily cleaning services for the Courthouse and Health Department, Monday through Friday excluding any federal holidays recognized by the County.

3. Termination of Agreement:

The parties agree that a good faith effort must be made by the parties to give the contractor a reasonable time to correct any deficiencies in the work performed. This agreement may be terminated by either party upon 30 days written notice to the other party.

4. Payment:

The County shall pay the Contractor for those services set forth in the specifications at an annual rate of **\$XXX.XX** to be invoiced by the contractor on a monthly basis, in the amount of **\$XXX.XX**, the first and final month of the contract shall be pro-rated and adjusted to account for the partial months. The County will be invoiced for services performed on the first of each month, for the month prior, all accounts are a net 30 days.

In the event that any part of the County's premises are partially destroyed or damaged, or in the event that the County elects to close any facility or any part thereof, the amount due the Contractor and the responsibilities of the Contractor with respect to such property shall be reduced proportionately.

The Contractor assumes full responsibility and liability for compliance with any and all local, state, and federal laws and regulations applicable to the Contractor and its employees, including but not limited to compliance with the Occupational Safety and Health Act, and all Civil Rights and Employment Rights Acts.

5. Insurance:

The Contractor shall keep and maintain in force and affect the following insurance coverage:

- A. Workman's compensation and unemployment compensation insurance coverage as required by applicable Statutes.

- B. Product liability and comprehensive general liability insurance coverage providing minimum coverage for bodily injury or not less than \$300,000.00 for each occurrence and not less than \$100,000 property damage.
- C. Umbrella general liability coverage of \$1,000,000.00

6. Interruption of Service:

In the event that the Contractor is prevented from performing its obligations under this agreement for any reason beyond its control, such as strike by County employees, riot, civil disorder, legislative act, or other such reason, the obligation of the parties hereunder shall be suspended and the County shall have no obligation for payments.

7. Indemnification by Contractor:

The Contractor agrees and assumes full responsibility and risk for and holds the County harmless against any loss, cost, damage, expense, injury, or claim of damage to person or property.

8. General Conditions:

The Contractor shall comply with the following additional terms:

- A. The Contractor and its employees shall comply with all rules and regulations established by the county regarding security, privacy, and building use.
 - B. The Contractor's personnel shall report all fires, hazardous conditions, all items in need of repair or maintenance including but not limited to leaking faucets, toilets, urinals, and drain stoppages.
 - C. In the event that activities are scheduled within the county facility at such a time so as to interfere with the Contractor's normal cleaning schedule, the County shall so advise the Contractor in advance and the Contractor shall arrange such schedule so that the work may be performed before and/or after the activity in question.
9. The Contractor may not subcontract nor otherwise delegate their duties there under without prior written approval of the County.
10. The contractor is, and shall be deemed for all purposes to be an independent contractor and all persons performing services hereunder are and shall be deemed to be employees of the Contractor.

Contractor:

By: _____

Date: _____

Menominee County:

By: _____

Date: _____

MENOMINEE COUNTY BOARD OF COMMISSIONERS AGENDA ITEM

SUBJECT:	Ratification of Jury Board appointee
DEPARTMENT:	Clerk – Judge Barglind
ATTACHMENTS:	Yes
SUMMARY:	
<p>We received a letter from Judge Mary Barglind requesting the board to ratify the recommendation of Ms. Darlene Schraub to the Jury Board for a six year term May 1, 2013 – April 30, 2019.</p>	
RECOMMENDED MOTION	
<p>To ratify the recommendation by Judge Mary Barglind to appoint Ms. Darlene Schraub to the Jury Board for a six year term. (May 1, 2013 to April 30, 2019)</p>	

Submitted by: **Brian Bousley**

 04/03/2013
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):

THE CIRCUIT COURT
FOR
THE FORTY-FIRST JUDICIAL CIRCUIT
MICHIGAN
COUNTIES OF DICKINSON - IRON - MENOMINEE

RECEIVED

3/26/13

Menominee County Administrator

Circuit Judge
MARY B. BARGLIND

P.O. Box 609
Dickinson County Courthouse
Iron Mountain, MI 49801



Circuit Judge
RICHARD J. CELELLO

Phone (906) 774-3266
Fax (906) 779-0587

March 21, 2013

REVISED

Menominee County Clerk Marc Kleiman
Menominee County Board of Commissioners
Menominee, MI 49858

RE: Menominee County Jury Board

Dear Mr. Kleiman and the Menominee County Board of Commissioners:

I have reviewed the two applicants for the position of Menominee County Jury Board since we currently have an opening in that position. Upon review of those applications, it is my privilege and pleasure to recommend to the Menominee County Board of Commissioners that Ms. Darlene Schraub of Menominee, MI be appointed to fill the position expiring April 30, 2013.

I thank you for your assistance in this matter.

Sincerely,

A handwritten signature in cursive script that reads "Mary B. Barglind".

Mary Brouillette Barglind
41st Circuit Judge

MBB:nkm

MENOMINEE COUNTY BOARD OF COMMISSIONERS AGENDA ITEM

SUBJECT:	Assign Commissioners to the Finance, Personnel, and B & G committees
DEPARTMENT:	Administration
ATTACHMENTS:	Yes
SUMMARY:	
<p>With the approval of the bylaws, the County board also agreed to make changes to the finance, personnel and building & Grounds committees. The board is asked to add three additional commissioners to the finance and personnel committees and place two commissioners on the buildings and grounds committee (new committee).</p>	
RECOMMENDED MOTIONS	
<p>Moved by _____ seconded by _____ to appoint three additional Commissioners to the Finance Committee assignment per the changes in the bylaws.</p>	
<p>Moved by _____ seconded by _____ to appoint three additional Commissioners to the Personnel Committee assignment per the changes in the bylaws.</p>	
<p>Moved by _____ seconded by _____ to appoint two commissioners to the Buildings and Grounds committee per the changes in the bylaws to add/create this committee.</p>	

Submitted by: **Brian Bousley**

 04/03/2013
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):

2013 COMMITTEE ASSIGNMENTS ~ Approved 2/12/13

Road Commission

Gerald Piche

Delta-Men. Health Department

Larry Schei
Jan Hafeman

Intergovernmental Relations (MTA)

Charlie Meintz

Department of Human Services (DHS)

Bernie Lang

Northpointe Behavior Health

John Nelson

UP Resource Conservation & Develop.

Bernie Lang (Administrator Alt.)

Fair Board

Larry Schei

Park & Rec Committee

Charlie Meintz
James Furlong

Financial Hardship

Bernie Lang

Remonumentation

Larry Schei

Six County Alliance/MI Works!

Charlie Meintz
John Nelson

Pinecrest Liaison (no vote)

Jan Hafeman

West Central UP Community Corrections Advisory Brd.

James Furlong

E911 Governing Board

Doug Krienke

Airport Commission

Charlie Meintz
Chris Plutchak

Community Action Agency

Doug Krienke

UPCAP

Jan Hafeman

Men. Business Dev. Corp

County Administrator
Doug Krienke

Personnel Committee

Chris Plutchak - Chair

2

3

4

Finance Committee

John Nelson - Chair

2

3

4

Executive Committee

Charlie Meintz
Chris Plutchak
John Nelson

Local Emergency Planning Comm.

Charlie Meintz (chairman of the board)

Library Liaison (no vote)

James Furlong

3 Way Road - Ad Hoc Committee

Gerald Piche
John Nelson

Planning Commission

James Furlong

Buildings & Grounds Committee

2 commissioners

2 at large members

1 building code member

1 building & grounds member

MENOMINEE COUNTY BOARD OF COMMISSIONERS AGENDA ITEM

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

Submitted by: **Brian Bousley**

 04/03/2013
Date

WORKSHOP ACTION

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

COUNTY BOARD ACTION

DATE:

	Approved
	Disapproved
	Approved with the following change(s):

MENOMINEE COUNTY
BOARD OF COMMISSIONERS
REIMBURSEMENT VOUCHER

RECEIVED
3/8/13
Menominee County Administration

Mileage: ~~\$.555~~/mile ~ effective 01 January 2013
\$.565

*Meals Maximum of \$40 per day.

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

Name: Larry Schei ~ District 4

Date	Meeting Place	# of miles	.555 X .565/mile	Total Cost	Account Number
2/06	STEPHENSON ANNEX	32		18.08	101-101-860.04
2/11	UPCAP-ESCANABA, MI	96		54.24	101-101-860.04
2/12	STEPHENSON ANNEX	32		18.08	101-101-860.04
2/20	PINECREST POWERS	73		41.25	101-101-860.04
2/26	STEPHENSON ANNEX	32		18.08	101-101-860.04
2/27	COURTHOUSE	16		9.04	101-101-860.04
					101-101-860.04
		281			101-101-860.04
			Total Mileage		
Total Mileage Fee					158.77

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

Larry Schei

Signed

3/07/13

Date

**MENOMINEE COUNTY
BOARD OF COMMISSIONERS
REIMBURSEMENT VOUCHER**

RECEIVED
3/7/13 AD
Menominee County Admin. Serv.

Mileage: ~~\$.555~~/mile ~ effective 01 January 2013
\$.565

*Meals Maximum of \$40 per day.

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

Name: Chris Plutchak ~ District 5

Date	Meeting Place	# of miles	.555 X \$.565/mile	Total Cost	Account Number
2-11-13	Stephenson Annex C.B.	36		20.34	101-101-860.05
2-25-13	Stephenson Annex C.B.	36		20.34	101-101-860.05
					101-101-860.05
					101-101-860.05
					101-101-860.05
					101-101-860.05
					101-101-860.05
					101-101-860.05
					101-101-860.05
			Total Mileage		
				Total Mileage Fee	40.68

EAS

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

Chris Plutchak
Signed

3-6-13
Date

MENOMINEE COUNTY BOARD OF COMMISSIONERS AGENDA ITEM

SUBJECT:	Miscellaneous Bills
DEPARTMENT:	Administration
ATTACHMENTS:	Yes
SUMMARY:	
Board to review recently submitted Miscellaneous Bills as paid on March 14 & 20, 2013 in the amount of \$211,893.44	
RECOMMENDED MOTION	
To approve Miscellaneous Bills as paid on March 14 & 20, 2013 in the amount of \$211,893.44	

Submitted by: **Brian Bousley**

 04/03/2013
Date

WORKSHOP ACTION

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

COUNTY BOARD ACTION

DATE:

	Approved
	Disapproved
	Approved with the following change(s):

General Fund Expenditures

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

Special Revenue Funds

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

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



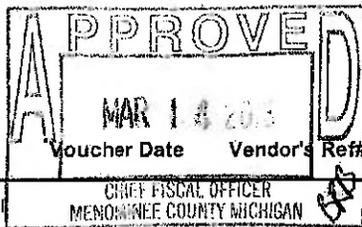
**MENOMINEE COUNTY
Claims Audit Report**

Vendor Name Vcher#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General							
A B C PRINTERS							\$314.80
29051	2/21/2013	95514	Traffic Fine Schedule Citation Envelope	101-136-727.00	314.80		
Ace Hardware							\$54.98
29024	2/25/2013	206636/2	Building & Ground Supplies	101-265-930.01	29.99		
29025	2/25/2013	206641/2	Building & Ground Supplies	101-265-930.01	24.99		
Ade Incorporated							\$150.00
29075	2/18/2013	86145	Order #17810 - Needs Pass Web Recoil	101-136-755.00	150.00		
ALGER-DELTA COOPERATIVE ASSOCI							\$512.37
29053	2/27/2013	1614900	Bath House	208-751-920.01	46.99		
29054	2/27/2013	380300	Shower Building	208-751-920.01	45.27		
29055	2/27/2013	379700	Storage Shed	208-751-920.01	46.74		
29056	2/27/2013	370500	Shakey Lakes Office/Shop	208-751-920.01	167.19		
29057	2/27/2013	367200	Northwest Campsites	208-751-920.01	27.48		
29058	2/27/2013	369802	W8449 Cc. Rd G12 Campsites	208-751-920.01	33.80		
29059	2/27/2013	383001	Shakey Lks Pk/Horse Ara	208-751-920.01	34.98		
29060	2/27/2013	383200	N8380 Co Park Rd 20.5	208-751-920.01	27.48		
29061	2/27/2013	383301	Shakey Lakes Pk/Cattle Ara	208-751-920.01	27.48		
29062	2/27/2013	1503500	N8380 Co Pk Rd 20 pt 5	208-751-920.01	27.48		
29063	2/27/2013	387100	N8390 Beach House	208-751-920.01	27.48		
ANDERSON, TACKMAN & CO PLC							\$15,000.00
29042	2/28/2013	55973	Audit - Year Ending 9/30/12	101-103-801.01	15,000.00		
Anderson-Diehm Funeral Home							\$150.00
29201	2/18/2013	Blood Draw	T.D. Graham	101-648-835.00	150.00		
ANGELIS MENOMINEE INC							\$449.86
29142	2/2/2013	2082211-IN	Inmate Groceries	101-301-770.00	105.96		
29143	2/8/2013	0124049-IN	Inmate Groceries	101-301-770.00	86.24		
29144	2/15/2013	1032119-IN	Inmate Groceries	101-301-770.00	84.98		
29145	2/22/2013	0124358-IN	Inmate Groceries	101-301-770.00	65.89		
29146	2/26/2013	0122010-IN	Inmate Groceries	101-301-770.00	106.79		
AT&T - Carol Stream, IL							\$2,164.68
29027	2/19/2013	906863661402	February 19 - March 18, 2013	266-325-850.00	240.19	x	
29031	2/19/2013	906863202302	February 19 - March 18, 2013	101-103-850.00	419.03	x	
29035	2/19/2013	906863444102	February 19 - March 18, 2013	101-103-850.00	501.98	x	
29036	3/1/2013	906R41083903	March 1 - March 31, 2013	101-103-850.00	690.54	x	
29037	3/1/2013	906753220903	March 1 - March 31, 2013	101-103-850.00	284.21	x	
29038	3/1/2013	906753485203	March 1 - March 31, 2013	101-103-850.00	28.73	x	
AT&T Long Distance							\$204.64
29086	2/19/2013	854528091	Telephone Services	101-103-850.00	204.64		
AUTOMOTIVE SUPPLY COMPANY							\$22.92
29174	2/27/2013	080312351	Vehicle Supplies	205-315-934.02	22.92		
Big O's Lube and Service, Inc.							\$369.49
29158	3/8/2013	10912	2007 Chevy Silverado - 4wd Maintenanc	101-301-981.00	347.08		
29173	2/11/2013	10719	Low Beam Bulb	205-315-934.02	22.41		
Bob Barker Company, Inc.							\$88.23
29139	3/6/2013	WEB000259852	Inmate Supplies	101-301-770.00	88.23		
BP							\$1,109.37
29137	3/6/2013	37404971	Sheriff Department - Gasoline Sales	101-301-742.00	958.22	x	
29180	3/2/2013	37352072	Gasoline Sales	249-371-742.00	151.15	x	



**MENOMINEE COUNTY
Claims Audit Report**

Vendor Name Vcher#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General							
Brunelle, Jennifer							\$95.76
29197	3/13/2013	Reimbursement	Mileage & Supplie	296-667-801.02	13.83		
29197	3/13/2013	Reimbursement	Mileage & Supplie	296-668-860.00	81.93		
Cellcom Wisconsin RSA 04							\$73.04
29203	3/5/2013	073678	Medical Examiner - Cellular Services	101-648-727.00	73.04		
CITY OF MENOMINEE - 2511 10TH ST.							\$3,823.45
28994	2/28/2013	3401	Gasoline Charges - January 2013	101-428-860.00	34.62		
28994	2/28/2013	3401	Gasoline Charges - January 2013	266-325-860.00	14.33		
28994	2/28/2013	3401	Gasoline Charges - January 2013	101-265-742.00	74.05		
29007	3/11/2013	April 2013	Monthly Rent	268-326-942.00	351.67		
29161	2/28/2013	3405	Sheriff Department - Gasoline Sales Jar	205-315-742.00	3,348.78		
City of Stephenson - P.O. Box 467							\$263.89
29028	2/20/2013	709	Annex	101-261-920.01	17.00		
29028	2/20/2013	709	Annex	101-261-920.02	30.00		
29028	2/20/2013	709	Annex	101-261-920.03	216.89		
CLOVERLAND PAPER CO							\$425.30
29017	3/1/2013	101245	Toilet Tissue, Towels, Tissues	101-265-755.01	131.55		
29048	2/28/2013	101216	Ice Melt	101-265-930.00	293.75		
COHL STOKER & TOSKEY P C							\$218.10
29039	3/5/2013	670-0000000M	Legal Services	101-211-807.00	218.10		
Country Mite Document Destruct							\$75.94
29126	3/11/2013	15082	Shredding of Documents on 3/7/13	101-265-801.00	75.94		
DataSpec, LLC							\$399.00
29052	8/24/2012	1880	VA Yearly Fee (1 - 3 users)	101-682-850.00	399.00		
DEKETO, LLC							\$750.00
29073	3/1/2013	DK 2-13	February 2013 Documents (x371)	256-277-857.00	750.00		
Dennis Anderson							\$78.10
29155	2/25/2013	K9 Supplies	Gracie's Supplements	101-301-881.01	78.10		
Dougovito, Greg							\$152.75
29015	3/5/2013	5079	Transport of a Juvenile (T.Z.)	101-132-801.01	32.50		
29015	3/5/2013	5079	Transport of a Juvenile (T.Z.)	101-132-801.00	52.00		
29193	3/13/2013	5097	Transport of a Juvenile (N.W.)	101-132-801.01	28.25		
29193	3/13/2013	5097	Transport of a Juvenile (N.W.)	101-132-801.00	42.00		
Dreamscape Communications							\$69.99
29019	2/20/2013	w3093	Wirless Internet - Annex	101-261-850.00	69.99		
DTE Energy							\$199.82
29026	2/26/2013	462245200011	Annex	101-261-920.04	199.82		
Durocher, Tony							\$201.56
29195	3/13/2013	Reimbursement	Mileage/Meals - Transport of Juvenile (T	101-132-801.00	130.06		
29196	3/13/2013	5100	Transport of a Juvenile (N.W.)	101-132-801.01	27.50		
29196	3/13/2013	5100	Transport of a Juvenile (N.W.)	101-132-801.00	44.00		
EAGLEHERALD PUBLISHING, LLC							\$54.46
29002	2/28/2013	2542	Advertising	101-267-804.00	54.46		
Employee Benefits Agency, Inc.							\$98.00
29030	3/1/2013	3314	ABS Monthly Administration Fee - Marcl	101-103-712.02	98.00		

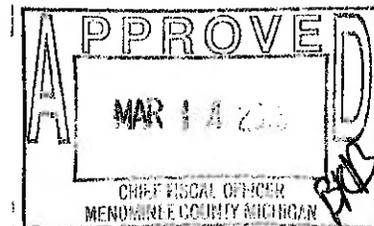


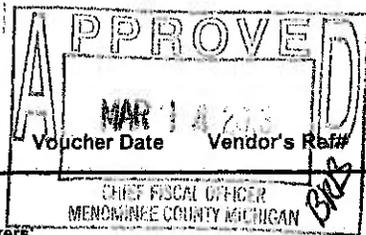
**MENOMINEE COUNTY
Claims Audit Report**

Vendor Name	Vcher#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General								
ESSER PAINT & GLASS								
29023	2/28/2013	3958		Bronze Door Closer	101-265-930.01	172.00		\$172.00
Friends Ofc Prod Whse Direct								
28995	3/6/2013	081611		FOC - Office Supplies	101-141-727.00	208.36		\$293.81
29070	2/27/2013	081051		FOC - Office Supplies	101-141-727.00	85.45		
Good Source								
29141	2/20/2013	S10301034		Inmate Groceries	101-301-770.00	921.50		\$921.50
GREAT AMERICAN DISPOSAL CO THE								
28989	3/1/2013	33103479		Annex - Garbage Removal	101-261-930.04	53.36		\$180.70
28999	3/1/2013	33103477		Acct # 138613 - Shakey/ Kleinke	208-751-801.00	127.34		
Hafeman, Jan								
28996	3/6/2013	Reimbursement		Mileage - February 2013	101-101-860.10	128.82		\$128.82
Hanna, Brenda								
28987	3/8/2013	Reimbursement		Mileage to Stephenson for meeting on 1	101-253-860.00	24.86		\$24.86
HOTFLAME GAS COMPANY								
29183	3/5/2013	12139802		Maintenance Building at Shakey (x375.t	208-751-744.00	619.20		\$619.20
ID NETWORKS								
29130	3/1/2013	166854		PO# 02787 Annual Service Maintenanc	101-301-934.02	1,995.00		\$1,995.00
J S ELECTRONICS, INC:								
29001	3/1/2013	17816		Numeric Paging Service	101-267-850.00	27.00		\$1,033.01
29008	3/1/2013	17613		Tower Lease - March 2013	266-326-842.00	425.00		
29120	3/7/2013	17623		Maintenance on 55-Com Remote	266-325-934.01	157.89		
29121	3/7/2013	17624		Routine Battery Upgrade	266-325-978.00	291.12		
29135	3/1/2013	17814		Voice Paging	101-301-727.00	90.00		
29202	3/1/2013	17615		Alphanumeric paging - Medical Examin	101-648-727.00	42.00		
Jeff's Service								
29074	2/26/2013	5621		07 Chevy Silverado - Oil Change & Filte	249-371-742.00	66.00		\$66.00
Joel Hensley, RN								
29034	3/9/2013	Blood Draw		D.Z. (2/22/13)	101-267-801.01	100.00		\$1,898.00
29125	3/10/2013	Blood Draws		R.C. (3/4), J.D. (3/2), J.F. (3/10)	101-267-801.01	300.00		
29153	3/11/2013	Nursing Services		March 16 - March 31, 2013	101-301-770.01	1,498.00		
Johnson, Gary								
29011	3/5/2013	5076		Foster Care Cost (E.J.J. & L.M.J.)	292-662-843.02	482.72		\$482.72
Kakuk, Tammany								
29186	3/12/2013	5086		Foster Care Cost (A.M.L.)	282-662-843.02	353.36		\$1,009.36
29187	3/12/2013	5088		Clothing & Holiday Allowance (A.M.L.)	292-662-843.02	656.00		
Kewley, Kim								
28988	3/8/2013	Reimbursement		Mileage to Stephenson for meeting on 1	101-253-860.00	24.86		\$24.86
Kirby of Marinette								
28997	3/7/2013	1698		Brushroll & Belts	101-265-834.00	31.99		\$31.99
Kleiman, Marc								
29085	3/11/2013	Reimbursement		Mileage - Meeting in Marquette	101-215-860.00	138.99		\$138.99
Koehne								
29123	2/18/2013	61992		2007 Chevy Impala - Heat Maintenance	101-265-981.00	104.46		\$104.46
Lang, Bernard								
29029	3/1/2013	Reimbursement		Mileage - February 2013	101-101-860.02	49.16		\$49.16

**MENOMINEE COUNTY
Claims Audit Report**

Vendor Name Vcher#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General							
Lithocrafters Printing, Inc. 29072	3/6/2013	77795	Order for Substance Abuse Evaluation (101-136-727.00	37.50		\$37.50
Lufts Advertiser 29066	2/28/2013	February 2013	Advertising	101-101-901.00	546.25		\$546.25
MACVC							\$95.00
29083	10/8/2012	Dues	National & MACVC Dues - Michael A. D	101-682-802.00	55.00	x	
29084	3/8/2013	Registration	Conference - Michael A. Dellisse	101-682-802.00	40.00	x	
Manpower							\$545.75
28998	3/3/2013	25308358	Regina Mistark - Week Ending 3/3/13	101-141-704.00	295.00		
29071	2/24/2013	25278114	Regina Mistark - Week Ending 2/24/13	101-141-704.00	250.75		
Meade, Brenda							\$421.24
29013	3/5/2013	Reimbursement	Meals & Mileage - Transport of Juvenile	101-132-801.00	154.08		
29014	3/5/2013	5078	Transport of Juvenile (T.Z.)	101-132-801.01	32.50		
29014	3/5/2013	5078	Transport of Juvenile (T.Z.)	101-132-801.00	52.00		
29191	3/13/2013	Reimbursement	Mileage - Transport of a Juvenile (N.W.)	101-132-801.00	120.91		
29192	3/13/2013	5096	Transport of a Juvenile (N.W.)	101-132-801.01	23.75		
29192	3/13/2013	5096	Transport of a Juvenile (N.W.)	101-132-801.00	38.00		
Meintz, Charlie							\$110.74
29004	3/1/2013	Reimbursement	Mileage - February 2013	101-101-860.06	110.74		
Menards - Marinette							\$253.76
29033	3/1/2013	17803	Building & Ground Supplies	101-265-930.01	61.41		
29041	3/5/2013	18092	Park Supplies	208-751-755.02	111.89		
29043	3/5/2013	18085	Building & Ground Supplies	101-265-981.00	80.46		
MENOMINEE COUNTY JOURNAL							\$434.00
28992	3/1/2013	122	Advertising	101-101-901.00	175.00		
28993	3/1/2013	120	Advertising	101-101-901.00	229.00		
29012	3/1/2013	121	Jury Board Advertising	101-150-727.00	30.00		





MENOMINEE COUNTY
Claims Audit Report

Vendor Name Vcher#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General							
Michigan Counties Workers							\$27,501.00
29032	3/4/2013	9223	2013 Second Quarter Installment	101-101-716.00	216.81		
29032	3/4/2013	9223	2013 Second Quarter Installment	101-131-716.00	47.32		
29032	3/4/2013	9223	2013 Second Quarter Installment	101-132-716.00	112.33		
29032	3/4/2013	9223	2013 Second Quarter Installment	101-136-716.00	392.58		
29032	3/4/2013	9223	2013 Second Quarter Installment	101-141-716.00	521.96		
29032	3/4/2013	9223	2013 Second Quarter Installment	101-148-716.00	33.77		
29032	3/4/2013	9223	2013 Second Quarter Installment	101-150-716.00	3.19		
29032	3/4/2013	9223	2013 Second Quarter Installment	101-172-716.00	394.44		
29032	3/4/2013	9223	2013 Second Quarter Installment	101-215-716.00	216.01		
29032	3/4/2013	9223	2013 Second Quarter Installment	101-253-716.00	157.57		
29032	3/4/2013	9223	2013 Second Quarter Installment	101-257-716.00	310.42		
29032	3/4/2013	9223	2013 Second Quarter Installment	101-261-716.00	37.40		
29032	3/4/2013	9223	2013 Second Quarter Installment	101-265-716.00	1,235.00		
29032	3/4/2013	9223	2013 Second Quarter Installment	101-267-716.00	774.27		
29032	3/4/2013	9223	2013 Second Quarter Installment	101-268-716.00	66.03		
29032	3/4/2013	9223	2013 Second Quarter Installment	101-301-716.00	12,580.23		
29032	3/4/2013	9223	2013 Second Quarter Installment	101-331-716.00	33.83		
29032	3/4/2013	9223	2013 Second Quarter Installment	101-426-716.00	36.96		
29032	3/4/2013	9223	2013 Second Quarter Installment	101-648-716.00	50.14		
29032	3/4/2013	9223	2013 Second Quarter Installment	101-682-716.00	39.25		
29032	3/4/2013	9223	2013 Second Quarter Installment	205-315-716.00	6,782.73		
29032	3/4/2013	9223	2013 Second Quarter Installment	205-316-716.00	530.69		
29032	3/4/2013	9223	2013 Second Quarter Installment	208-751-716.00	1,055.61		
29032	3/4/2013	9223	2013 Second Quarter Installment	248-371-716.00	140.65		
29032	3/4/2013	9223	2013 Second Quarter Installment	266-325-716.00	376.48		
29032	3/4/2013	9223	2013 Second Quarter Installment	268-326-716.00	37.35		
29032	3/4/2013	9223	2013 Second Quarter Installment	271-790-716.00	708.81		
29032	3/4/2013	9223	2013 Second Quarter Installment	296-663-716.00	238.02		
29032	3/4/2013	9223	2013 Second Quarter Installment	296-664-716.00	191.77		
29032	3/4/2013	9223	2013 Second Quarter Installment	298-665-716.00	179.38		
MID-COUNTY RESCUE SQUAD							\$500.00
29129	2/4/2013	001	PO# 02768 AED Life Pak	205-316-755.02	500.00		
MILLERS ACTION OFFICE SUPPLY I							\$609.94
29009	3/1/2013	0092030-001	Toner	101-148-727.00	94.99		
29016	3/5/2013	0092113-001	Toner for Vault Copier (x2)	101-215-727.00	207.98		
29069	2/27/2013	0091986-0001	Toner (x3)	101-132-727.00	153.49		
29069	2/27/2013	0091986-0001	Toner (x3)	101-148-727.00	153.48		
MPJRA - Melissa Andersen-Probate Court							\$75.00
29184	3/11/2013	5084	2013-2014 Membership Dues (Sharon S	101-132-802.00	75.00		
Nelson, John R.							\$238.43
29003	3/4/2013	Reimbursement	February 2013 - Mileage	101-101-860.11	238.43		
Neopost USA, Inc.							\$319.92
29181	3/2/2013	49795027	Base System - Postage Machine	101-253-729.01	319.92		
Northern Safety Co., Inc.							\$120.68
29044	3/5/2013	900334741/100194118	Building & Ground Supplies	101-265-755.01	120.68		
Northreach Healthcare LLC							\$660.00
29152	2/28/2013	ST2130590035WO	Inmate Medical	101-301-835.00	311.00		
29152	2/28/2013	ST2130590035WO	Inmate Medical	101-301-770.01	349.00		



**MENOMINEE COUNTY
Claims Audit Report**

Vendor Name	Vcher#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General								
PAAM								\$2,295.00
	29050	10/25/2012	Dues	2013 Membership Dues - Daniel E. Has	101-267-802.00	2,295.00		
Pack-N-Ship Center								\$38.27
	29165	2/18/2013	780411	UPS to El-com Services Inc.	205-315-934.01	38.27		
PAIDL'S TRUE VALUE HARDWARE								\$40.23
	29076	2/4/2013	B58061	Sealant & Oxide Bit	208-751-755.02	7.78		
	29078	2/5/2013	B56099	Fuse	208-751-755.02	1.99		
	29079	2/6/2013	B58153	Carb/Choke Cleaner, Basket Maker	208-751-755.02	30.26		
	29080	2/6/2013	A52325	Credit Memo - LP Gas	208-751-755.02	-17.78		
	29081	2/1/2013	B55984	2 PK 9V Battery (x2)	208-751-755.02	17.98		
Pan-O-Gold Baking Co.								\$115.78
	29140	2/26/2013	00040683305702	Inmate Groceries	101-301-770.00	58.38		
	29148	2/19/2013	040683305008	Inmate Groceries	101-301-770.00	57.40		
Physio-Control Inc.								\$381.00
	29138	2/20/2013	113102882	Electrode Assembly	101-301-755.00	381.00		
Piche, Gerald L.								\$88.71
	29064	3/1/2013	Reimbursement	February 2013 Mileage	101-101-860.07	88.71		
Plutchak, Chris								\$40.68
	28991	3/6/2013	Reimbursement	Mileage - February 2013	101-101-860.05	40.68		
Poupore Collision & Towing								\$340.37
	29166	2/28/2013	548	2003 Dodge Durange - Oil Change	205-315-934.02	63.62		
	29167	2/28/2013	546	2009 Chevy Tahoe - Oil Change	205-315-934.02	51.62		
	29168	2/28/2013	547	2012 Chevy Impala - Oil Change	205-315-934.02	51.62		
	29169	2/28/2013	545	2011 Chevy Impala - Oil Change	205-315-934.02	51.62		
	29170	12/28/2012	12.28.12	2008 Chevy Tahoe - Oil Change	205-315-934.02	31.62		
	29171	12/28/2012	533	2009 Chevy Tahoe - Oil Change	205-315-934.02	61.62		
	29172	12/28/2012	531	2011 Chevy Impala - Oil Change	205-315-934.02	28.65		
Quest Diagnostics Inc.								\$72.94
	29154	2/25/2013	9147758661	Client Number 41107238 (Inmate Lab)	101-301-835.00	72.94		
Quill Corporation								\$377.25
	29133	3/4/2013	9901018	HP Monitor	101-301-727.00	199.99		
	29134	3/4/2013	9888887	Lysol, Storage Boxes, Batteries, Desk C	101-301-727.00	177.26		
Randall Phillipps								\$100.00
	29085	2/28/2013	2011-13782-DP	Court Appointed Legal - T. Nimmer	101-148-807.00	100.00		
Ray's Feed Mill, Inc.								\$61.90
	29156	2/5/2013	358895	K9 Dog Food	101-301-881.01	21.95		
	29157	2/21/2013	359374	K9 Dog Food	101-301-881.01	39.95		
Reinhart Foodservice								\$1,475.08
	29149	2/26/2013	167573	Inmate Groceries	101-301-770.00	519.18		
	29150	3/5/2013	168820	Inmate Groceries	101-301-770.00	468.16		
	29151	2/21/2013	166797	Inmate Groceries	101-301-770.00	487.72		
Richardson, Peggy Ann								\$622.72
	29010	3/1/2013	5075	Foster Care Cost	292-662-843.02	311.36		
	29185	3/12/2013	5085	Foster Care Cost (C.J.C.)	292-662-843.02	311.36		
S & O LOCK AND PHONE SERVICE								\$447.35
	29124	3/7/2013	347559	Annex & Jail Kitchen	101-265-930.01	434.85		
	29136	2/20/2013	347437	Keys (x5)	101-301-727.00	12.50		



**MENOMINEE COUNTY
Claims Audit Report**

Vendor Name Vcher#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General							
Sault Tribe Youth Facility							\$600.00
29188	3/13/2013	5089	Out of Home Placement Cost (T.Z.)	292-662-843.05	360.00		
29189	3/13/2013	5090	Out of Home Placement Cost (T.C.)	292-662-843.05	240.00		
SHAHEEN CHEVROLET							\$26,104.25
29178	11/21/2012	100	PO# 02768 - Chevy Tahoe	205-315-934.03	26,104.25		
Short, Mary Kay							\$16.50
29082	2/28/2013	Transcripts	People v Jason Bradley Ives	101-287-806.00	16.50		
Silver & Van Essen, P.C.							\$57.30
29022	3/1/2013	18854	MPSC Appeal - Cost Allocation	101-211-807.00	57.30		
SPAN Publishing, Inc.							\$152.10
29164	3/6/2013	0090431	2013 National Directory of Law Enforcer	205-315-755.00	152.10		
Squires-Stepniak, Rebecca							\$128.82
29190	3/13/2013	Reimbursement	Mileage	296-665-860.00	128.82		
State of Michigan - MI Supreme Court Finance							\$5,760.27
29005	1/25/2013	D95A 1530-02	January, February, March 2013	101-136-931.01	3,268.49	x	
29068	1/25/2013	P55 1530-04	January, February, March 2013	101-132-858.03	2,491.78	x	
State of Michigan-Supreme Court							\$2,038.46
29182	3/5/2013	Circuit Court 2013	Software Support (Jan, Feb, March 2013)	101-131-858.03	2,038.46	x	
Stephen Van Eyck							\$71.50
29194	3/13/2013	5098	Transport of a Juvenile (N.W.)	101-132-801.01	27.50		
29194	3/13/2013	5098	Transport of a Juvenile (N.W.)	101-132-801.00	44.00		
STEPHENSON MARKETING COOPERATI							\$913.34
29040	2/28/2013	482643	February 2013	208-751-744.00	476.00	x	
29040	2/28/2013	482643	February 2013	208-751-930.02	437.34	x	
The First National Bank&Trust							\$32.80
29021	2/28/2013	628840339	FOC - Service Charge	101-141-817.00	32.80		
THE JANITOR'S CLOSET							\$18.89
29046	3/8/2013	33710	Building & Ground Supplies	101-265-755.01	18.89		
Time Warner Cable							\$124.16
29147	3/1/2013	10404 620475202 800	March 6 - April 5, 2013	101-301-770.00	124.16		
TPS							\$430.00
29132	2/19/2013	7027799	Receipt Books (x12)	101-301-727.00	430.00		
TWIN CITY ELECTRIC, Inc.							\$68.00
29018	3/4/2013	78305	Exterior Camera to Parking Lot	101-265-930.01	68.00		
U P A A							\$15.00
29020	3/5/2013	Dues	May 1, 2013 - April 30, 14 Dues	101-257-802.00	15.00		
U.E.S. COMPUTERS, INC.							\$2,710.00
29006	3/1/2013	63840	Monthly DVD Backup - February 2013	101-103-857.00	100.00		
29200	2/27/2013	37645	February 2013 Weekly Computer Maint	101-301-934.00	1,305.00		
29200	2/27/2013	37645	February 2013 Weekly Computer Maint	101-103-857.00	1,305.00		
UNIFORM SHOPPE							\$323.80
29162	2/28/2013	218476	Uniforms - Hafeman	205-315-745.00	237.05		
29163	2/28/2013	218487	Uniforms - Busick	205-315-745.00	86.85		

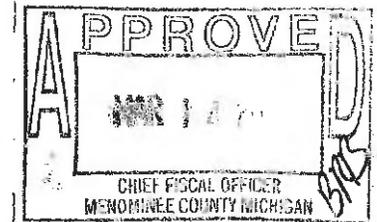
**MENOMINEE COUNTY
Claims Audit Report**

Vendor Name	Vcher#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General								
Verizon Wireless								\$1,298.18
	29127	3/1/2013	9700843703	Cellular Services	101-265-850.01	89.75	x	
	29127	3/1/2013	9700843703	Cellular Services	101-301-850.00	675.27	x	
	29127	3/1/2013	9700843703	Cellular Services	101-301-978.00	268.07	x	
	29127	3/1/2013	9700843703	Cellular Services	101-428-850.00	61.64	x	
	29127	3/1/2013	9700843703	Cellular Services	101-882-850.00	32.41	x	
	29127	3/1/2013	9700843703	Cellular Services	205-315-850.00	168.77	x	
	29127	3/1/2013	9700843703	Cellular Services	266-325-850.00	2.27	x	
Vigilant Canine Services Inter								\$400.00
	29179	3/12/2013	Proposal	K9 Services	101-301-881.01	400.00		
W.D.M. Enterprises, Inc.								\$1,512.00
	29178	3/8/2013	40933	PO# 02769 Back Flow Preventers Jail/C	101-265-930.01	1,512.00		
Warner, Fredrick								\$121.87
	29198	3/13/2013	Reimbursement	Mileage & Supplies - Can Zone	296-667-801.01	8.43		
	29198	3/13/2013	Reimbursement	Mileage & Supplies - Can Zone	296-668-801.00	42.94		
	29198	3/13/2013	5094	Can Zone	296-668-801.00	70.50		
Waste Management								\$442.89
	29087	3/1/2013	1414843-1856-5	March 2013	101-265-801.00	442.89		
WEST GROUP PAYMENT CENTER								\$425.18
	29177	3/1/2013	826737089	February 1 - February 28, 2013	269-145-801.00	425.18		
Wil-Kil Pest Control								\$62.25
	28990	2/26/2013	2197983	Courthouse	101-265-801.00	62.25		
WISCONSIN PUBLIC SERVICE CORP - P O BOX 19003								\$8,948.42
	29045	3/6/2013	0402055840-00001	Jail - Electrical Charges	101-265-920.03	4,590.64		
	29047	2/27/2013	0402191663-00001	Health Center - Electrical & Gas	101-265-920.03	284.31		
	29047	2/27/2013	0402191663-00001	Health Center - Electrical & Gas	101-265-920.04	382.31		
	29049	2/27/2013	0402047858-00004	Courthouse - Gas	101-265-920.04	3,711.18		
Xerox Corporation - 26152 Network Place								\$501.59
	29000	3/1/2013	066707025	Probation/Parole Office - Customer # 71	101-131-942.00	90.43		
	29159	3/1/2013	066707024	Sheriff Department - Base Charge - Fet	205-315-727.00	360.74		
	29160	3/1/2013	066707023	Sheriff Department - Base Charge - Fet	205-315-727.00	50.42		
Total Amount for Bank Account: General								\$128,984.68



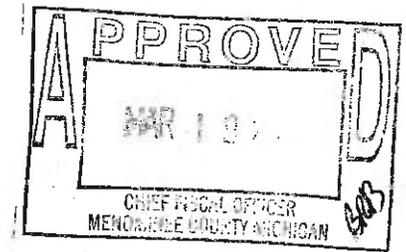
**MENOMINEE COUNTY
Claims Audit Report**

Vendor Name Vcher#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General							
Menacher, Dan 29208	3/12/2013	Reimbursement	Hotel Room (x 2 nights)	249-371-964.00	286.38		\$286.38
PAIDL'S TRUE VALUE HARDWARE							
29077	2/5/2013	B56084	Propane Bottle (x2)	208-751-755.02	6.98		\$6.98
Randall Phillipps							
29204	3/13/2013	1999-9052-DP	Court Appointed Legal - Zuraski	101-131-807.00	37.50		\$150.00
29205	3/13/2013	2003-10402-DP	Court Appointed Legal - Barstow	101-131-807.00	37.50		
29206	3/13/2013	2006-11586-DP	Court Appointed Legal - Ray	101-131-807.00	37.50		
29207	3/13/2013	Various Cases	Court Appointed Legal - Gibbons	101-131-807.00	37.50		
Total Amount for Bank Account: General							\$443.36



**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								\$5,799.30
	29247	3/7/2013	April 2013	007004399710-0004	266-326-712.00	1,342.99		
	29247	3/7/2013	April 2013	007004399710-0004	266-325-712.00	3,215.02		
	29247	3/7/2013	April 2013	Brian Neumeier	701-000-231.00	508.71		
	29247	3/7/2013	April 2013	007004399710-0004	704-000-232.00	732.58		
MI Conference of Teamsters								\$76,666.10
	29248	2/27/2013	April 2013	Health Insurance Premium	101-103-712.00	43,640.42		
	29248	2/27/2013	April 2013	Health Insurance Premium	205-315-712.00	9,402.20		
	29248	2/27/2013	April 2013	Health Insurance Premium	205-316-712.00	1,057.82		
	29248	2/27/2013	April 2013	Health Insurance Premium	208-751-712.00	1,498.54		
	29248	2/27/2013	April 2013	Health Insurance Premium	271-790-712.00	4,495.62		
	29248	2/27/2013	April 2013	Health Insurance Premium	296-663-712.00	1,057.82		
	29248	2/27/2013	April 2013	Health Insurance Premium	701-000-231.10	1,065.42		
	29248	2/27/2013	April 2013	Health Insurance Premium	704-000-232.00	14,448.28		
Total Amount for Bank Account: General								\$82,465.40



MENOMINEE COUNTY BOARD OF COMMISSIONERS AGENDA ITEM

SUBJECT:	Miscellaneous Boards/Committees/Commission Reports
DEPARTMENT:	Administration
ATTACHMENTS:	Yes
SUMMARY:	
Miscellaneous reports discussed at the 3/26/13 County Board meeting	
RECOMMENDED MOTION	
To approve the miscellaneous reports discussed at the 3/26/2013 County Board meeting	

Submitted by: **Brian Bousley**

 04/03/2013
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):

K. McNeely called the regular meeting of the Menominee County Library Board to order at 11:00 AM on Wednesday, February 20, 2013.

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

After discussion, the board decided to postpone the reorganizational part of the meeting until March when all board members should be present.

J. Freis moved to hold the reorganizational and regular March meeting on Wednesday, March 20, 2013 at 11:00 AM. Seconded by C. Peterson, motion carried.

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

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

C. Peterson moved to approve the minutes from the January 15, 2013 meeting. Seconded by J. Freis, motion carried.

J. Freis moved to approve the January financial report. Seconded by C. Peterson, motion carried.

J. Freis moved to pay the February bills. Seconded by C. Peterson, motion carried.

In order to avoid late payment charges, C. Peterson moved to authorize P. Cheski to pay utility and telephone bills prior to each monthly meeting. Seconded by J. Freis, motion carried.

Director's Report:

- A. The monthly circulation stat comparisons for January are in the board packets.
- B. The Friends of the Library met on Thursday, January 24, 2013. They made plans to hold the Pajama Story-Time program on Thursday, April 18. Two members volunteered to co-chair the annual Friends book sale on Friday July 26 and Saturday, July 27.

The Friends purchased the DVD file cabinets and folders for the library in Stephenson and Hermansville. Library employees are doing the preliminary work to convert the DVD collection to the new system. The Friends also paid for two used file cabinets to hold the new files behind the circulation desk.

The Friends Winter newsletter should be mailed within the next week.

- C. On Tuesday, February 12, Congressman Dan Benishek's representative Jessy Rice held his mobile office at the library from 4:00 to 5:00 PM.
- D. So far, the new Blue Cross/Blue Shield insurance is working fine and the library employees are happy with it.
- E. P. Cheski completed the USF forms for the Internet Consortium.

- F. P. Cheski will be attending two meetings and one workshop via Ready Talk on Thursday, February 21.
- G. Library patrons really like the Overdrive downloadable service for EBooks and audiobooks. The Friends of the Library purchased a Kindle and a Nook Color for the library staff to use.
- H. The County auditors were contacted and it appears that the year-end carry forward balances have been corrected.
- I. P. Cheski is almost done weeding the Adult Fiction collection.

Old Business:

- A. Jerry Bejgrowicz – Library Board Term – Update – The library board received official notification that Jerry Bejgrowicz was appointed to a five-year term on this board.

New Business:

- A. USF 471 Form – The AT&T contracts have been signed and we are awaiting the countersigned contracts before filing the USF 471 form.
- B. 2013 Park & Read Program – The DNR is changing this program for 2013. It will now be called the MI Big Green Gym and will promote health and wellness programs in addition to reading. The revamped program will be valid for state parks, state forest trails, and more than 20 additional community recreations agencies.

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

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

As there was no further business, J. Freis moved to adjourn the meeting. Seconded by C. Peterson, motion carried. The meeting adjourned at 11:17 AM.

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

**GOVERNING BOARD MEETING
Thursday, January 10, 2013
511 First Avenue North, Escanaba
1:30 p.m. (EST)**

MINUTES

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

MEMBERS PRESENT

Karen Wigand, Delta
Omer Doran, Schoolcraft
Dan LaFoille, Schoolcraft
Myra Croasdell, Delta
Gil Vandenhouten, Menominee
Tom Lippens, Delta
Ken Bryant, Schoolcraft
Cathy Mercier, Menominee
Walter Multerer, Menominee
Susan Phillips, Schoolcraft
Dave Anthony, Menominee
Pastor Ingmar Levin, Schoolcraft

OTHERS PRESENT

William Dubord, Executive Director
Cathy Pearson, Executive Assistant
Theresa Nelson, RSVP Director
Beau Miller, Finance Director
Sally Kidd, Senior Services Director
Joe Dehlin, Weatherization Director
Connie Maule, SCP Director
Kim Johnson, ECP Director

MEMBERS ABSENT

Mari Negro, excused
Beth Pletcher, excused
Eileen Martin, excused
John Stapleton, excused
Geri Nelson, excused
Bernie Lang, excused
Julie Moberg
Dave Moyle
Ken Penokie

The Chair called on Mr. Dubord who reported that we just received a letter from the Menominee County Board of Commissioners appointing someone else to replace Bernie Lang on our board. This will be brought before the Nominating Committee prior to board action. Bernie will be missed very much.

APPROVAL OF DECEMBER 6, 2012 GOVERNING BOARD MINUTES

Members received a copy of the December 6, 2012 Governing Board minutes for their review. There were no questions or comments **AND THEY WERE APPROVED WITH A MOTION FROM KEN BRYANT, SECONDED BY TOM LIPPENS; MOTION CARRIED.**

FINANCE COMMITTEE REPORT

The Chair called on Treasurer Dan LaFoilie for the report. Mr. LaFoilie reported that the committee met and reviewed the November credit card charges and the November Accounts Payable Schedules **AND RECOMMENDS THEIR APPROVAL, SECONDED BY OMER DORAN; MOTION CARRIED. (see attachment "A")** Ms. Wigand noted that the expenses were somewhat higher than usual because there was some money available at the end of the fiscal year to purchase some wish list items.

APPROVAL OF THE 10/24/12 HEAD START POLICY COUNCIL MINUTES

Members were mailed a copy of the 10/24/2 Head Start Policy Council minutes. There were no questions or comments **AND THEY WERE APPROVED WITH A MOTION FROM KEN BRYANT, SUPPORTED BY MR. VANDENHOUTEN; MOTION CARRIED.**

OVERVIEW FOR TRIENNIAL REVIEW PROTOCOL

Chair Wigand called on Bill Dubord who reminded the board that the Early Childhood Program is due for their intensive triennial review this year. He indicated we do not know when they are coming, but will hopefully receive prior notice (about 10% of grantees had the review team show up unannounced).

Kim Johnson, Early Childhood Director, reviewed the seven major components the team will be looking at. In addition, she noted that the team will look to see that the board has processes in place to promote Governing Board participation. In addition, they will most likely want to interview a few board members. Kim went over the 2013 Monitoring Protocol Overview that was given to each board member (**see attachment "B"**). She noted that she will be holding a training session that will take about an hour in the near future for any interested board members in order to review more of the questions that will be asked by the team.

EXECUTIVE DIRECTOR'S REPORT

Ms. Wigand called on the Executive Director who reported that federally the dreaded fiscal cliff has been temporarily averted. However, concerns remain about the tenor in Washington and possible sequestration (across the board budget cuts). Federal funding is under a continuing resolution until March 31, 2013.

Our auditing firm (Anderson, Tackman & Co.) is here this week and part of next week to do final audit work for the year ending 9/30/2012.

THE EXECUTIVE DIRECTOR'S REPORT WAS ACCEPTED WITH A MOTION FROM MR. BRYANT, SECONDED BY MR. MULTERER; MOTION CARRIED.

PUBLIC COMMENT/OTHER BUSINESS

Karen Wigand called on Mr. Multerer who expressed his frustration at having to answer anonymous complaints due to the amount of time spent of staff and the board. Chair Wigand indicated that when the Regional Office receives a complaint they are required to follow-up, which in turns, means we need to do the same. We always want to err on the side of caution in keep the children in our care safe.

ADJOURNMENT

There being no further business **THE MEETING ADJOURNED AT 2:16 P.M. WITH A MOTION FROM DAN LAFOILLE, SECONDED BY DAVE ANTHONY; MOTION CARRIED.**

THE NEXT MEETING IS THURSDAY, FEBRUARY 14TH

**Finance Committee Meeting
Thursday, January 10, 2013
12:45 p.m.**

MINUTES

The meeting was called to order at 12:45 p.m. The following were present: Dan LaFoilie, Omer Doran, Ingmar Levin, Karen Wigand, Bill Dubord, Beau Miller.

The Committee reviewed the CAA & HRA credit card charges for November and found them to be reasonable.

The Committee reviewed the CAA Accounts Payable schedules for November. It was noted that from now on the CAA check registers are being sent to the full board per Head Start requirements. **The CAA November Accounts Payable Schedules were approved with a motion from Omer Doran, seconded by Pastor Levin, motion carried.**

The Committee reviewed the HRA Accounts Payable schedules for November **and they were accepted with a motion from Omer Doran, supported by Pastor Levin, motion carried.**

There was no other business.

The meeting adjourned at 1:33 p.m. **with a motion from Pastor Levin seconded by Omer Doran, motion carried.**

THE FINANCE COMMITTEE HAS REVIEWED THE NOVEMBER 2012 ACCOUNTS PAYABLE SCHEDULES FOR MDS COMMUNITY ACTION AGENCY. WE HAVE DETERMINED THAT EXPENDITURES ARE REASONABLE AND PROPERLY CHARGED WITHIN BUDGETARY RESTRICTIONS AS FOLLOWS:

HEAD START	\$	269,211
EARLY HEAD START		108,248
EARLY-ON CHILDHOOD		529
GSRP		26,673
ASSET & LIABILITY ACCOUNTS		134,241
TOTAL	\$	<u>538,902</u>

SIGNED 
(TREASURER)

DATE 1-10-13

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

**GOVERNING BOARD MEETING
Thursday, January 10, 2013
511 First Avenue North, Escanaba
1:45 p.m. (EST)**

MINUTES

Chair Wigand called the meeting to order at 2:17 p.m. A quorum was noted with the following present:

MEMBERS PRESENT

Karen Wigand, Delta
Omer Doran, Schoolcraft
Dan LaFoilie, Schoolcraft
Myra Croasdell, Delta
Gil Vandenhouten, Menominee
Tom Lippens, Delta
Ken Bryant, Schoolcraft
Cathy Mercier, Menominee
Walter Multerer, Menominee
Susan Phillips, Schoolcraft
Dave Anthony, Menominee
Pastor Ingmar Levin, Schoolcraft

OTHERS PRESENT

William Dubord, Executive Director
Cathy Pearson, Executive Assistant
Theresa Nelson, RSVP Director
Beau Miller, Finance Director
Sally Kidd, Senior Services Director
Joe Dehlin, Weatherization Director
Connie Maule, SCP Director
Kim Johnson, ECP Director

MEMBERS ABSENT

Mari Negro, excused
Beth Pletcher, excused
Eileen Martin, excused
John Stapleton, excused
Geri Nelson, excused
Bernie Lang, excused
Julie Moberg
Dave Moyle
Ken Penokie

The Chair called on Mr. Dubord who reported that we just received a letter from the Menominee County Board of Commissioners appointing someone else to replace Bernie Lang on our board. This will be brought before the Nominating Committee prior to board action. Bernie will be missed very much.

APPROVAL OF DECEMBER 6, 2012 GOVERNING BOARD MINUTES

Members received a copy of the December 6, 2012 Governing Board minutes for their review. There were no questions or comments **AND THEY WERE APPROVED WITH A MOTION FROM OMER DORAN, SECONDED BY KEN BRYANT; MOTION CARRIED.**

FINANCE COMMITTEE REPORT

The Chair called on Treasurer Dan LaFoille for the report. Mr. LaFoille reported that the committee met and reviewed the November credit card charges and the November Accounts Payable Schedules **AND RECOMMENDS THEIR APPROVAL, SECONDED BY OMER DORAN; MOTION CARRIED.** (see attachment "A")

ACCEPTANCE OF POLICY ADVISORY COMMITTEE MINUTES

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

- 11/2 (Menominee), 12/12 (Schoolcraft) & 12/18/12 (Delta) Senior Companion Program PAC minutes
- 12/11 (Men./Marinette) & 12/12/12 (Delta) Retired & Senior Volunteer Program PAC minutes
- 10/23/12 (Mid-County) Senior Center PAC minutes

There were no questions or comments **AND THEY WERE ACCEPTED WITH A MOTION FROM DAN LAFOILLE, SUPPORTED BY TOM LIPPENS; MOTION CARRIED.**

ACCEPTANCE OF STAFF MONTHLY REPORTS

Members received copies of staff monthly reports for their review **AND THEY WERE ACCEPTED WITH A MOTION FROM OMER DORAN, SECONDED BY KEN BRYANT; MOTION CARRIED.**

EXECUTIVE DIRECTOR'S REPORT

Ms. Wigand called on the Executive Director who reported that federally the dreaded fiscal cliff has been temporarily averted. However, concerns remain about the tenor in Washington and possible sequestration (across the board budget cuts). Federal funding is under a continuing resolution until March 31, 2013.

Our auditing firm (Anderson, Tackman & Co.) is here this week and part of next week to do final audit work for the year ending 9/30/2012.

Mr. Dubord informed the board that our Senior Companion and Foster Grandparent volunteers are now required to get fingerprinted (anyone that came on board after April, 2011). Sheriff Balwig and Jason Thibeault from the Delta County Sheriff's Dept. were a big help with getting most of these done.

The future of our Weatherization Dept. does not look very promising, however, there may be LIHEAP and carry forward funds to move us beyond March 31, 2013.

We are purchasing defibrillators for all of our senior center and this office and working with the Delta County Community Foundation to help us with this.

The Executive Director reported that we have received approximately \$40,000 in MPSC (Mich. Public Service Commission) funds for energy assistance (heat and utilities). We also have \$12,500 of THAW (The Heat and Warmth Fund) for both Delta and Schoolcraft Counties to assist primarily with DTE customers (Delta) and Semco & Cloverland in Schoolcraft County.

THE EXECUTIVE DIRECTOR'S REPORT WAS ACCEPTED WITH A MOTION FROM DAVE ANTHONY, SECONDED BY SUSAN PHILLIPS; MOTION CARRIED.

PUBLIC COMMENT/OTHER BUSINESS

The Chair called on Cathy Pearson who announced that Walks for Warmth will be held in Escanaba, Menominee and Manistique on Saturday, February 23rd. Schoolcraft is reprising this fund raiser after a six year hiatus. She thanked Dan LaFoilie, Susan Phillips and Pastor Levin who are serving on the steering committee. The committee has decided to hold a breakfast in conjunction with the walk and the City of Manistique's other Winter Festival activities to be held on that day.

In addition to the walks, Delta County will hold its Big Brat Sale on Friday, February 8th in Escanaba. Menominee will hold Brats for Breakfast on Tuesday, February 12th (Fat Tuesday). The Rusty Rail will host the annual Ride for Warmth fund-raiser on Saturday March 2nd.

Since this is our agency's primary fund-raiser, the board and staff are encouraged to support the Walk for Warmth campaign in any way they can.

In order to accommodate the Big Brat Sale in Escanaba Bill asked the board if they would mind either cancelling the February 7th board meeting or changing it to Thursday, February 14th. **MYRA CROASDELL MOVED TO CHANGE THE FEBRUARY CAA AND HRA GOVERNING BOARD MEETINGS TO THURSDAY, FEBRUARY 14TH WITH THE CAA MEETING BEGINNING AT 1:30 P.M. TOM LIPPENS SUPPORTED THE MOTION; MOTION CARRIED.**

ADJOURNMENT

There being no further business **THE MEETING ADJOURNED AT 2:41 P.M. WITH A MOTION FROM KEN BRYANT, SECONDED BY OMER DORAN; MOTION CARRIED.**

NEXT MEETING THURSDAY, FEBRUARY 14TH

THE FINANCE COMMITTEE HAS REVIEWED THE NOVEMBER 2012 ACCOUNTS PAYABLE SCHEDULES FOR HUMAN RESOURCES AUTHORITY. WE HAVE DETERMINED THAT EXPENDITURES ARE REASONABLE AND PROPERLY CHARGED WITHIN BUDGETARY RESTRICTIONS AS FOLLOWS:

<u>SENIOR CITIZENS</u>	<u>\$</u>	<u>180,823</u>
<u>VOLUNTEER PROGRAMS</u>		<u>52,988</u>
<u>NUTRITION</u>		<u>96,557</u>
<u>STATE & LOCAL PROGRAMS</u>		<u>113,016</u>
<u>ENERGY AND HOUSING</u>		<u>78,482</u>
<u>ASSET & LIABILITY ACCOUNTS</u>		<u>53,048</u>
 TOTAL	 \$	 <u>574,914</u>

SIGNED



(TREASURER)

DATE

1-10-13

Cedarville Township Board Meeting

February 20, 2013

Approved 3.20.13

Call to order: Supervisor Peterson called the meeting to order at 7:00 pm

Roll Call: Supervisor-Lin Peterson, Clerk-Donna Buechler, Treasurer-Kathie Prestin, Trustees-James Prestin & Tony Williams, and 4 guests present.

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

Clerk's Report: Moved by Tony, second by Jim to approve minutes from previous meeting. Motion carried. Moved by Tony, second by Jim to approve warrant list 15001-15024 void 15010. Motion carried. Received a letter about IRS about 2008 941 again, and a mission pension payment (possibly from Carlyn last term) Donna will call again. Lighthouse Pub report OK. MTA says trustees can be paid per meeting, but must attend to get paid or by salary. Changes must be made by resolution.

Treasurer's Report-Fund balances and bank accounts reconcile at \$124,402.95. Final stumpage check for the cemetery is in at \$5719.06.

Assessor's Report-Will be finalizing assessment roll and enter personal property statements. There is around a 700,000 increase in taxable value for 2013. BOR dates are: March 5th at 2 pm, March 12th 9-3 pm, and March 14th 3-9 pm.

Fire Chief's Report: Gary needs a copy of cancelled check paid for flat rack to turn in for grant. Received a check for \$250 from insurance for lost pager. Strobe lights for pumper came to \$346.42. Bev Fountain's children decided to donate \$5,000 to fire dept toward thermal imaging cameral to honor her wishes. Dave found a used pass alarm for \$80.35 and a pair of NFPA leather winter gloves for \$33.36. There have been 3 runs since the last meeting. AED battery was bad and has been replaced. So now there will be one on fire truck and one at the station.

Supervisor/Building Authority Report: No new construction. The original Road Commission meeting was a snow day, but Lin will go in and get caught up. Carol & Lin went to BOR training in Marquette.

Moved by Donna, second by Jim to approve previous reports. Motion carried.

Old Business:

Street lights-still waiting

Cemetary-logging is complete and we have received the first quote for new fence.

Fox Park-Hubbard will log campground area first and then move to South end.

New Business:

Bridge Walk-meeting Feb. 27th 3 pm at Town Hall.

5 Year Plan-Brainstorming at March meeting

Budget Planning-a tentative 2013-2014 budget was put together for March's meeting

Moved by Tony, second by Jim to adjourn.

The Menominee County Board of Road Commissioners held a regular meeting in their offices north of Stephenson on Tuesday, February 19, 2013.

Chair Kakuk 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 Larry Barker, Darlene Nerat, John Nerat, Joe Skrobiak, Chuck Behrend and Gerald Piche.

Absent: None

Public comments – None.

Public appearances – None.

Additions/corrections to minutes for 01/08/13, 01/10/13, 01/22/13, 01/28/13, 01/29/13, 01/30/13 and 01/31/13 – There being no additions or corrections, Kakuk declared that the minutes will stand as written.

Financial Report –

	Receipts	Expenditures	Payables / Reserves	Balances
Balance, January 07, 2013				\$1,328,342.25
Receipts thru 01/31/13	53,723.31			
Expenditures thru 01/31/13		296,498.21		
Balance, January 31, 2013				1,085,567.35
Michigan Transportation Funds	265,305.41			
Receipts thru 02/18/13	113,683.24			
Expenditures thru 02/18/13		114,560.88		
State Maint. & Equip. Advances			142,930.00	
Balance, February 18, 2013	432,711.96	411,059.09	142,930.00	1,207,065.12
<u>Payables & Reserves</u>				
Payroll 02/28, and 03/14 (Est.)			140,000.00	
Soc. Sec. 02/28 and 03/14 (Est.)			10,710.00	
Reserve for workers compensation insurance			17,192.04	
Reserve for liability insurance			117,990.00	
Reserve for rental grader lease (Dec 2009)			36,798.06	
Reserve for rental grader leases (Oct 2010)			193,071.96	
Reserve for 2011/12 bridge inspections & load ratings			2,120.00	
Reserve for F-4 Lane bridge (Harris Twp)			575.25	
Reserve for design of River Drive			2,960.00	
Reserve for Forest Funds			161,015.11	
Reserve for 2012 Federal Aid match			69,145.00	(751,577.42)
				\$ 455,487.70

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

Vouchers # 13-0018, 13-0020, 13-0131, 13-0022 and 13-0023 – Moved by Anderson, seconded by Betzinger that the vouchers be approved and ordered paid. Carried unanimously.

Open bids and award for Ganga Park maintenance – Bids were opened and read aloud as follows:

Jim Behrend, Wilson, MI	3 Year Total	\$32,136.00
Jacques Cleaning, Escanaba, MI	3 Year Total	\$29,370.00
Gerald Hoduski, Carney, MI	3 Year Total	\$43,272.00

Moved by Betzinger, seconded by Anderson to award the bid to Jacques Cleaning pending bid tabulation and MDOT approval. Carried unanimously.

Permission to send employees to 2013 PASER Training – Moved by Anderson, seconded by Betzinger to register Darrell Moilanen and Steve Schlenvogt to attend the 2013 PASER Training being held on April 10, 2013 in Escanaba. Carried unanimously.

Permission to send employees to CRASIF/MCRCSIP Safety Workshop – Moved by Anderson, seconded by Betzinger to send employees to this training. Carried unanimously. Kakuk and Anderson will also attend.

Act on CRAM Board of Director's Ballot – The nominee for the CRAM Board of Directors from the UP Road Builders Association is Michael Maloney from Ontonagon County Road Commission, or a write in candidate could be named. Moved by Kakuk, seconded by Anderson to vote for Michael Maloney. Carried unanimously.

Discuss request from Menominee Township to attend their meeting on February 27, 2013 at 6:30 p.m. at the Menominee Township Hall – Moilanen explained that the Menominee Township board would be discussing Bay de Noc Road at this meeting and had invited the road commission to attend. Moved by Anderson, seconded by Betzinger to attend the meeting. Carried unanimously.

Discuss February 4, 2013 letter from Teamsters Local 486 regarding contract reopener – Moilanen stated that he had received a letter from Kevin Keveney, Teamsters Local 486 Business Agent requesting a meeting with the road commission regarding the wage reopener. Moilanen stated that, per the bargaining agreement, the union needed to provide notice to the road commission no later than February 1 if they wished to reopen the contract for the issue of wages only. The letter from Mr. Keveney was dated February 4, 2013, but it did include a copy of the notice sent to Michigan Employment Relations Commission that was dated prior to February 1. Moved by Anderson, seconded by Betzinger to have Moilanen meet with the union representatives and bring any requests/information from the union back to the board for consideration. Carried unanimously.

Any other business – Moilanen requested permission to purchase a laptop for the sign man to use to inventory the signs in the county. Moved by Kakuk, seconded by Anderson to allow Moilanen to purchase the laptop at a cost of \$1,000 or less. Carried unanimously.

Moilanen requested permission to bid gravel crushing for gravel to be used for road use and shouldering in various parts of the county. Moved by Anderson, seconded by Kakuk to have Moilanen go out for bids for the gravel. Carried unanimously.

Savord asked who would be attending the CRAM Annual Conference. Both Kakuk and Anderson indicated that they would attend.

Kakuk asked when the design work for CR358 would be started. Moilanen stated that he needed to obtain a response from the Village of Daggett regarding the design of the portion of the road within the village and once that was received he would get permission from the road commission to go out for RFP's for the design.

Public Comment – Joe Skrobiak asked if the letter the road commission had received from a resident regarding a bike path on River Drive had ever been addressed. Moilanen responded that it had been discussed at the January meeting.

Darlene Nerat asked where the gravel in Mellen Township was located. Moilanen stated it was adjacent to the old elementary school building. She also asked for an explanation of what the PASER training was for, which Moilanen provided.

John Nerat asked if all the county roads were rated each year. Moilanen replied that about half of the federal aid eligible roads were done each year.

Annual meeting with Cedarville Township – Cedarville Township officials were unable to attend.

There being no further business, Kakuk declared the meeting adjourned at 9:32 a.m.

MENOMINEE COUNTY BOARD OF COMMISSIONERS DISCUSSION ITEM

SUBJECT:	Resolution 2013-05 ~ Requesting Legislature to implement a plan to improve Michigan Roads and Highways
DEPARTMENT:	Administration
ATTACHMENTS:	Yes
SUMMARY:	
We received a resolution that Oceana County passed asking legislature to implement a plan to improve MI roads and highways. Would Menominee County Commissioners like to also pass this resolution?	
RECOMMENDED MOTION	

Submitted by: **Brian Bousley**

 04/03/2013
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 DuPont - Administrative Assistant
Telephone: (906) 863-7779 or 863-9648
Fax: (906) 863-8839

Resolution 2013-05 Requesting Legislature to implement a plan to improve Michigan Roads and Highways

Moved by _____ and seconded by _____ to adopt the following Resolution:

WHEREAS, County and Municipal roads are deteriorating at a record pace; and

WHEREAS, the longer quality maintenance is deferred due to lack of funding, the more it will cost to bring our county and state road network back into quality condition, and

WHEREAS, investment in our road infrastructure will provide needed improvement and provide good paying jobs in our state and these wages will be spent in Menominee County and Michigan to further assist our economy; and

WHEREAS, Michigan is losing \$3 million per day and more than \$1 billion per year due to the maintenance costs and increased wear and tear on our roads and bridges; and,

WHEREAS, since the 1960s, Michigan has ranked among the lowest of all states, on a per capita basis, of investing in our infrastructure; and

WHEREAS, one-third of all fatal and serious traffic crashes in Michigan can be linked, in part, to poor road conditions; and,

WHEREAS, Michigan's gas tax – the user fee that is the primary source of transportation funding – has not increased since 1997. At the same time, the gas tax revenue collected today, adjusted for inflation, is equal to that which was collected in 1974; and

WHEREAS, the State's 6% sales tax goes into the general fund – not toward road repairs; and,

WHEREAS: We risk a future fiscal crisis if we do not increase our investment in transportation. Currently 32% of Michigan's roads are ranked as being in poor condition. By 2018, this number is expected to jump to more than 65%; and,

WHEREAS: Investing \$10 billion over the next ten years to fix Michigan's roads and bridges would create 12,000 jobs and prevent 100 crash-related deaths per year.

THEREFORE, BE IT RESOLVED: That the Menominee County Board of Commissioners hereby urges the Governor and Michigan Legislature to save taxpayer dollars, save lives, and improve our economy by making the necessary investments to repair our roads and bridges so that our transportation systems can function at peak performance.

THEREFORE, BE IT FURTHER RESOLVED: That a copy of this resolution be forwarded to Governor Snyder, Senator Casperson and Representative McBroom, the Michigan Association of Counties, the Menominee County Road Commission and the other 82 Michigan County Clerks.

County Clerk, Marc Kleiman

Date of County Board Approval

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

MENOMINEE COUNTY BOARD OF COMMISSIONERS DISCUSSION ITEM

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

Submitted by: **Brian Bousley**

 04/03/2013
Date

WORKSHOP ACTION

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

COUNTY BOARD ACTION

DATE:

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

MENOMINEE COUNTY
BOARD OF COMMISSIONERS
REIMBURSEMENT VOUCHER

RECEIVED

3/26/13

Menominee County Administrator

Mileage: \$.555/mile ~ effective 01 January 2013

*Meals ^{.565} Maximum of \$40 per day.

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

Name: John R. Nelson ~ District 9

Date	Meeting Place	# of miles	X .555/mile .565	Total Cost	Account Number
3/12	MENOMINEE COURT HOUSE	94		53.11	101-101-860.11
3/14	ESCANABA ME WORKS	56		31.64	101-101-860.11
3/15	LANSING, MAC	402		227.13	101-101-860.11
3/18	VICINITY MILEAGE	18	10.17	14.79	101-101-860.11
3/19	VICINITY MEET-AC	18	10.17	14.79	101-101-860.11
3/20	VICINITY MILEAGE	18	10.17	14.79	101-101-860.11
3/22	RETURN FROM LANSING	402		227.13	101-101-860.11
*	OTHER COST/MEALS PART			58.90	101-101-860.11
3/26	MENOMINEE COURT HOUSE	94		53.11	101-101-860.11
3/23	IRON MT. NORTH POINT	74		41.81	
		1176	Total Mileage	737.20 723.34	
				Total Fee	737.20

It is hereby certified that the above account is true and correct and the same has been paid for by the _____ of the _____

John R. Nelson
Signed

Date

Bernie
Charlie
Jan -
Shirley Neal
4/23/13

* MEALS	3/17	14.79	* MARK BRIGGS	4.00	* Parking	4.00
	3/18	0		4.00		6.00
	3/19	17.16				
	3/20	8.95		8.00		10.00
		<u>40.90</u>				

STAYED WITH FAMILY. - NO MOTEL.
NO MEETING COST. /N/C

* TOTAL \$ 58.90

Receipts attached

Commissioner Meeting Fee Expense Form

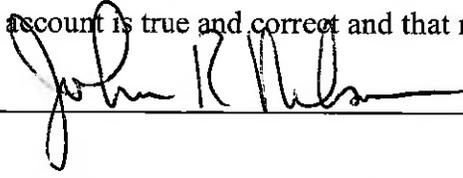
RECEIVED
3/26/13
Menominee County Administrator

Name of Commissioner JOHN R. NELSON

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

Date	Meeting Description & Duration	Meeting Expense
3/12	REG. BD MEETING 3 hrs	50.00
3/14	MI. WORKS, ESCANABA 1 hr.	50.00
3/18	MAC NO CHARGE	
3/19		
3/20		
3/26	REG. B.D. MEETING	50.00
3/28	NORTH POINT B.D. MEETING	50.00
Total Per Diem		200.00

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

Commissioner Signature: 

Date: _____

Thanks for visiting!
 Nuthouse Sports Grill
 420 E. Michigan Avenue
 Lansing, MI 48933

Server: Reba
 Table 21/4
 Guests: 1
 03/19/2013
 9:30 PM
 20093

Coor's Light 3.25
 Chef Salad 8.00
 Burger Basket 8.00

Subtotal 19.25
 Tax 1.16
 Total 20.41

Balance Due 20.41

EVERY FRIDAY
 HALF OFF ALL DRINKS
 4-7pm

-3.25
 17.16

CORAL GABLES
 2838 E. Grand River
 East Lansing, MI 48823
 337-1311

Server: Homa
 Table 75/3
 Guests: 3
 03/17/2013
 7:02 PM
 60026

DS Corned Beef & Cabbage 13.95

Subtotal 13.95
 Tax 0.84
 Total 14.79

Balance Due 14.79

Thank You for Your Business!
 Banquet Facilities Available

Fee Computer Number: 26
 Cashier: Wickie ID #19
 Transaction Number: 10076
 Entered: 03/20/13 09:02
 Prepaid
 Rate: 6.00 EVENT
 Total Fee: \$6.00
 Cash: \$6.00

Lansing Municipal Parking
 219 N Grand
 517.483.4240

Thank you for choosing
 Lansing Municipal Parking
 Have a nice day

City of Lansing
 North Grand Parking Ramp
 Ottawa Ave Exit Paystation
 Help or ? Call : 517 - 483 - 4240

Receipt

P/S #19 A Payment No. 00000604
 T/D #11 Ticket No. 038757
 Entry Time 03/18/2013 (Mon) 15:21
 Exit Time 03/18/2013 (Mon) 17:17
 Parking Time 1:56
 Parking Fee Rate C \$4.00
 Cash Amount \$4.00

Total \$4.00
 Thank You for Your Visit
 Please Come Again!

MACKINAC BRIDGE

Customer Fare Receipt

Lane 3N COLL #41 Paid w/ 4.00
 Trans# Desc 1770: AUTO, 2 axles
 Total Fares \$4.00

Date 03-22-2013 Time 16:25:46

Buckle Up!

MACKINAC BRIDGE

Customer Fare Receipt

Lane 9S COLL #29 Paid w/ 4.00
 Trans# Desc 3427: AUTO, 2 axles
 Total Fares \$4.00

Date 03-15-2013 Time 19:53:38

Buckle Up!

OLIVE GARDEN 1187
 5015 Marsh Rd
 Okemos, MI 48864-1103

Table # 85
 Molly S
 15:59:16 03/20/2013
 Gst 3
 Check #: 26145

Guest No.1 SLM 8.50
 1 Water
 1 L Capellini Pomodoro
 1 * Salad

Guest No.2 W 8.95
 1 Water
 1 L Fettucine Alfredo
 1 * Salad

Guest No.3 8.95
 1 Water
 1 L Five Cheese Ziti
 1 * Salad

ID # 0425 94046 3423

 * We value your opinion. Please
 * tell us about your dining an
 * experience by completing an
 * online survey within 7 days of
 * your visit. You could win a
 * \$1,000 Grand Prize or 1 of 100
 * \$50 prizes. Winners are drawn
 * *****

**MENOMINEE COUNTY
BOARD OF COMMISSIONERS
REIMBURSEMENT VOUCHER**

RECEIVED
3/26/13
Menominee County Administrator

Mileage: \$.555/mile ~ effective 01 January 2013
\$.565

*Meals Maximum of \$40 per day.

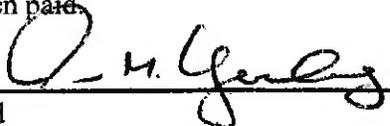
*must attach receipt for reimbursement
*meals provided by conferences will NOT be reimbursed

Name: James Furlong ~ District 3

Date	Meeting Place	# of miles	.555X .555/mile	Total Cost	Account Number
3-4-13	Stephenson	40	22.60		101-101-860.03
3-18-13	Escanaba (Mac)	118	66.60		101-101-860.03
3-18-13	Big Bay Minist. Ctr		-	14. ⁰⁰	101-101-860.03
3-18-13	Bridge Fave		-	4. ⁰⁰	101-101-860.03
3-18-13	Nuthouse		-	25.47	101-101-860.03
3-19-13	Nuthouse		-	22. ⁰⁰	101-101-860.03
3-20-13	Bridge Fave		-	4. ⁰⁰	101-101-860.03
				69.47	101-101-860.03
158			Total Mileage		
			x .555	Total Mileage Fee	157.16

87.6989.27 158.74 **RFB**

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



 Signed

 Date 3-26-2013

Commissioner Meeting Fee Expense Form

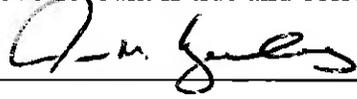
RECEIVED
3/26/13
Menominee County Administrator

Name of Commissioner James Furlong

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

Date	Meeting Description & Duration	Meeting Expense
3-4-2013	Park + Rec	50. ⁰⁰
3-12-2013	county Board	50. ⁰⁰
3-18-2013	MAC conference	75. ⁰⁰
3-19-2013	MAC conference	75. ⁰⁰
3-20-2013	MAC conference	75. ⁰⁰
3-26-2013	county Board	50. ⁰⁰
Total Per Diem		375.⁰⁰

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

Commissioner Signature: 

Date: 3-26-2013

Thanks for visiting!
Nuthouse Sports Grill
420 E. Michigan Avenue
Lansing, MI 48933

Thanks for visiting!
Nuthouse Sports Grill
420 E. Michigan Avenue
Lansing, MI 48933

DOB: 03/19/2013
03/19/2013
2/20091

Server: Bri
06:07 PM
Table 2/2

DOB: 03/18/2013
03/18/2013
2/20018

SALE

SALE

2097210

1048585

XXXXXXXX2446
Magnetic card present: FURLONG JAMES G
Card Entry Method: S

M\C
Card #XXXXXXXXXXXX2446
Magnetic card present: FURLONG JAMES G
Card Entry Method: S

Approval: 141950

Amount: \$ 18.55
+ Tip: 3.45
= Total: 22.00

Amount: \$ 21.47
+ Tip: _____
= Total: 25.47

I agree to pay the above amount according to the card issuer agreement.

I agree to pay the above total amount according to the card issuer agreement.

X

Thanks for visiting!
Nuthouse Sports Grill
HALF OFF ALL DRINKS EVERY FRIDAY 4-7PM!

Thanks for visiting!
Nuthouse Sports Grill
HALF OFF ALL DRINKS EVERY FRIDAY 4-7PM!

Guest Copy

Guest Copy

BIG BOY #3



Maristique #0276
(906)341-6941
3/18/2013

Chk# Tab P/W Server Time
373769 12 1 107 9:55:37 AM

1	Cty Steak & Eggs	8.49
	Over Easy	0.00
	WHITE	0.00
	Food Subtotal	8.49
1	COFFEE	1.89
	Beverage Subtotal	1.89
	Check Subtotal	10.38
	Sales Tax	0.62

CHECK TOTAL \$ 11.00

3.00
T.P

THANK YOU FOR DINING WITH US,
white

MACKINAC BRIDGE

Customer Fare Receipt

Lane 95 Coll #34
Trans Desc Paid w/
7525: AUTO, 2 axles 4.00
Total Fare: \$4.00

Date 03-18-2013 Time 11:29:13

Buckle Up!

Date 03-20-2013

Time 12:18:19

Buckle Up!

Total Fare: \$4.00

Trans Desc
7525: AUTO, 2 axles 4.00
Paid w/

Lane 95 Coll #34

Customer Fare Receipt

MACKINAC BRIDGE

MENOMINEE COUNTY
BOARD OF COMMISSIONERS
REIMBURSEMENT VOUCHER

RECEIVED
3/27/13
Menominee County Administrator

Mileage: ~~\$.555~~ ^{.565}/mile ~ effective 01 January 2013

*Meals Maximum of \$40 per day.

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

Name: Doug Krienke ~ District 1

Date	Meeting Place	# of miles	X .555 .565/mile	Total Cost	Account Number
2-12-13	MBDC City Hall	0			101-101-860.01
"	CB Annex	42		2373	101-101-860.01
"	" "	42		2373	101-101-860.01
					101-101-860.01
					101-101-860.01
					101-101-860.01
					101-101-860.01
					101-101-860.01
					101-101-860.01
			Total Mileage		
				Total Mileage Fee	47.46

I apologize for my delinquent submittal.

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

Doug Krienke
Signed

3-27-13
Date

Commissioner Meeting Fee Expense Form

RECEIVED
3/27/13
Menominee County Administration

Name of Commissioner Doug Kreienke

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

Date	Meeting Description & Duration	Meeting Expense
2-12-13	MBDC	50.00
"	CB Annex	50.00
2-26-13	" "	50.00
Total Per Diem		150.00

I apologize for my delinquent submittal.

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

Commissioner Signature: Doug Kreienke

Date: 3-27-13

Commissioner Meeting Fee Expense Form

RECEIVED
3/27/13
Menominee County Administrator

Name of Commissioner Doug Krisenske

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

Date	Meeting Description & Duration	Meeting Expense
3-12-13	CB Court house	50.00
14	CAA Esley	50.00
18	MAC LEG. CONF Lansing	75.00
19	" " " "	75.00
20	" " " "	75.00
26	CB Court house	50.00
Total Per Diem		375.00

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

Commissioner Signature: Doug Krisenske

Date: 3-27-13

MENOMINEE COUNTY
BOARD OF COMMISSIONERS
REIMBURSEMENT VOUCHER

COPY RECEIVED

3/28/13

Menominee County Administrator

Mileage: ~~\$.555~~/mile ~ effective 01 January 2013
\$.565

*Meals Maximum of \$40 per day.

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

Name: Larry Schei ~ District 4

Date	Meeting Place	# of miles	.555 X \$.565/mile	Total Cost	Account Number
3/14/13	COURTHOUSE	16		9.04	101-101-860.04
3/26/13	COURTHOUSE	16		9.04	101-101-860.04
		32		18.08	101-101-860.04
					101-101-860.04
					101-101-860.04
					101-101-860.04
					101-101-860.04
					101-101-860.04
			Total Mileage		
Total Mileage Fee					18.08

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



 Signed
 3/27/13

 Date

Rec
4/1/2013
BWB

MENOMINEE COUNTY
BOARD OF COMMISSIONERS
REIMBURSEMENT VOUCHER

Mileage: \$.555/mile ~ effective 01 January 2013
.565

*Meals Maximum of \$40 per day.

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

Name: Charlie Meintz ~ District 6

Date	Meeting Place	# of miles	X .555/mile	Total Cost	Account Number
			.565		
3-12	Board meeting Menominee	50	28.25		101-101-860.06
3-18	Airport Menominee	48	27.12		101-101-860.06
3-19	Airport meeting Menominee	48	27.12		101-101-860.06
3-26	Board meeting Menominee	50	28.25		101-101-860.06
					101-101-860.06
					101-101-860.06
					101-101-860.06
					101-101-860.06
					101-101-860.06
			Total Mileage		
				Total Mileage Fee	110.74

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

Signed

4-1-13

Date

MENOMINEE COUNTY BOARD OF COMMISSIONERS REIMBURSEMENT VOUCHER

RECEIVED
4/2/13 AD
Menominee County Administrator

Mileage: \$.555/mile ~ effective 01 January 2013
.565

*Meals Maximum of \$40 per day.

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

Name: Gerald L. Piche ~ District 7

Date	Meeting Place	# of miles	X .555/mile .565	Total Cost	Account Number
3/12/13	Rod Commission Office	25		14.13	101-101-860.07
3/12/13	Court House - Board	72		40.68	101-101-860.07
3/26/13	Court House - Board	72		40.68	101-101-860.07
					101-101-860.07
					101-101-860.07
					101-101-860.07
					101-101-860.07
					101-101-860.07
					101-101-860.07
					101-101-860.07
		169	Total Mileage		
				Total Mileage Fee	95.49

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

Gerald L. Piche

Signed

4/1/13

Date

Commissioner Meeting Fee Expense Form

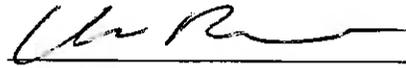
RECEIVED
4/3/13
Menominee County Administrator

Name of Commissioner Chris Pletcher

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

Date	Meeting Description & Duration	Meeting Expense
3-12-13	CBM	50.00
3-18-13	TCA - 2 meetings 4:00 + 5:00	50.00
3-19-13	TCA - Board Meeting	50.00
3-26-13	CBM	50.00
Total Per Diem		200.00

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

Commissioner Signature: 

Date: 4-2-13

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 March 28, 2013 in the amount of \$72,443.95	
RECOMMENDED MOTION	

Submitted by: **Brian Bousley**

 04/03/2013
Date

WORKSHOP ACTION

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

COUNTY BOARD ACTION

DATE:

	Approved
	Disapproved
	Approved with the following change(s):

General Fund Expenditures

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

Special Revenue Funds

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

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



**MEMONINEE COUNTY
Claims Audit Report**

Vendor Name Vcher#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General							
A B C PRINTERS							
29372	2/26/2013	95538	Business Cards (Kenny Marks)	101-301-755.00	123.00		\$123.00
Aaron A. Ihander							
29401	3/26/2013	Reimbursement	Uniform Allowance	205-315-745.00	171.20		\$171.20
ANDERSON AUTO & RV SALES INC							
29387	3/14/2013	1234	Oil Change & Winter Blades	101-301-981.00	98.50		\$836.20
29388	2/1/2013	1228	Battery & Winter Blades	101-301-981.00	165.50		
29389	2/1/2013	1229	Battery	101-301-981.00	144.50		
29390	2/6/2013	1230	Oil Change & Filter	205-315-934.02	35.00		
29391	2/18/2013	1231	Oil Change & Filter	205-315-934.02	54.45		
29392	2/26/2013	1232	Oil Change & Filter	101-301-981.00	35.00		
29393	2/27/2013	1233	Brake Pads, Washer Pump, Blades	101-301-981.00	303.25		
AT&T - Carol Stream, IL							
29430	3/19/2013	906863202303	March 19 - April 18, 2013	101-103-850.00	431.62	x	\$933.20
29431	3/19/2013	906863444103	March 19 - April 18, 2013	101-103-850.00	501.58	x	
Benson Law, P.C.							
29309	3/20/2013	Various Cases	Court Appointed Legal - Lavineea, Sere	101-148-807.00	400.00		\$691.00
29316	3/14/2013	2001-9856-DP	Court Appointed Legal - Orzel	101-131-807.00	125.00		
29322	3/13/2013	11-13787-PP	Court Appointed Legal - Powell	101-131-807.00	66.00		
29323	3/13/2013	1998-8669-DP	Court Appointed Legal - LaCombe	101-131-807.00	100.00		
Big O's Lube and Service, Inc.							
29292	3/21/2013	11037	2000 Chevy - Fuel Sending Unit	208-751-981.00	342.01		\$404.89
29398	3/18/2013	10994	Oil Change & Filter, Wipers	205-315-934.02	62.88		
Bob Barker Company, Inc.							
29374	3/8/2013	WEB000260176	Inmate Supplies	101-301-770.00	61.00		\$61.00
Brunelle, Jennifer							
29423	3/26/2013	Reimbursement	Mileage	296-668-860.00	73.45		\$73.45
CADIEU FUNERAL HOME							
29324	3/11/2013	Burial	Harvey Kenneth Berg	101-681-833.00	300.00		\$300.00
Cellcom Wisconsin RSA 04							
29310	3/5/2013	067009	Cellular Services	101-132-850.00	21.35		\$87.86
29310	3/5/2013	067009	Cellular Services	296-664-850.00	51.90		
29310	3/5/2013	067009	Cellular Services	296-665-850.00	14.61		
Charm-Tex							
29375	3/6/2013	0071571-IN	Inmate Shower Curtain (x6)	101-301-770.00	129.40		\$129.40
CIMA COMPANIES, INC.							
29421	3/26/2013	MIMEN01	Insurance Renewal (7/1/13 - 7/1/14)	101-132-802.00	928.92		\$928.92
CLOVERLAND PAPER CO							
29302	3/15/2013	101357	Toilet Tissue, Wet Mop	101-265-755.01	71.51		\$784.87
29348	3/22/2013	101406	Liners, Towels, Clorox, Pledge	101-265-755.01	293.23		
29373	3/15/2013	101358	Styro Cups	101-301-770.00	25.80		
29376	3/8/2013	101301	Lysol, Cleanser, Gloves, Wet Mop	101-301-770.00	394.33		
CMP Distributors							
29405	3/25/2013	35467	HD Night Sights - Vince Studer Uniform	205-315-745.00	134.95		\$134.95
Cody, Glenn							
29315	3/9/2013	Reimbursement	Mileage - Parks Committee	208-751-860.00	4.52		\$4.52

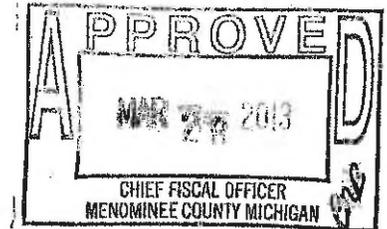


**MENOMINEE COUNTY
Claims Audit Report**

Vendor Name Vcher#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General							
CVS Pharmacy Inc. 29380	3/25/2013	6005432044049416	Inmate Medications	101-301-770.01	12.61		\$12.61
David Ashby 29402	3/25/2013	Reimbursement	Uniform Allowance	205-315-745.00	108.00		\$108.00
Durocher, Tony 29424	3/26/2013	5109	Transport of Juvenile (N.W.)	101-132-801.01	40.00		\$240.63
29424	3/26/2013	5109	Transport of Juvenile (N.W.)	101-132-801.00	64.00		
29425	3/26/2013	Mileage	Meals & Mileage (N.W. Transport)	101-132-801.00	136.63		
EL-COM SERVICES INC 29387	3/18/2013	45401	Portable Radio Maintenance	205-315-934.01	367.00		\$367.00
Eldercare Home Pharmacy 29381	2/28/2013	3678737	Inmate Medications	101-301-770.01	158.49		\$158.49
Election Systems & Software 29303	3/15/2013	846388	Layout Charge	101-262-727.00	409.50		\$409.50
Excel Systems Group, Inc. 29305	1/30/2013	116442	Blue/Family Casebinders (x200)	101-132-727.00	430.24		\$860.48
29306	1/30/2013	116441	Goldenrod/Probate Casebinder (x200)	101-148-727.00	430.24		
Friends Ofc Prod Whse Direct 29289	3/21/2013	0182441	ROD - Office Supplies	101-268-727.00	213.69		\$548.67
29299	3/19/2013	0182191	Equalization - Office Supplies	101-257-727.00	38.97		
29321	3/14/2013	37938	FOC - Office Supplies	101-141-727.00	210.03		
29383	3/25/2013	018258	Building & Ground - Toner & Post It's	101-265-755.00	85.98		
Furlong, James 29408	3/26/2013	Reimbursement	Mileage, Meals, Bridge Fare - March 20	101-101-860.03	158.74		\$158.74
GBS Inc. 29396	3/12/2013	13-16303	Michigan Traffic Citations (x25)	205-315-755.00	261.26		\$261.26
Gregory, Raymond G. 29304	3/20/2013	2013-026-MI	Court Appointed Legal - Smith	101-148-807.00	95.00		\$95.00
Hanson, Judi 29403	3/25/2013	Reimbursement	Uniform Allowance	205-315-745.00	52.50		\$52.50
ID NETWORKS 29386	3/25/2013	266924	Equipment Service & Software Maintena	101-301-934.02	2,249.00		\$2,249.00
IOD Incorporated 29420	3/13/2013	23438586	Copies of Medical Records (C.F.)	101-132-835.00	36.10		\$36.10
J S ELECTRONICS, INC. 29399	3/21/2013	17647	Backup Radio Maintenance	266-325-934.01	46.25		\$225.00
29400	3/21/2013	17646	Cedar River Tower Maintenance	266-325-934.01	178.75		
Joel Hensley, RN 29290	3/24/2013	Blood Draw	M.B (3/24), L.W. (1/22), G.M. (3/24)	101-267-801.01	300.00		\$1,665.00
29383	3/25/2013	Nursing Services	April 1 - April 15, 2013	101-301-770.01	1,365.00		
Johnson, Gary 29416	3/18/2013	5101	Foster Care Cost (E.J. & L.J.)	292-862-843.02	482.72		\$482.72

**MENOMINEE COUNTY
Claims Audit Report**

Vendor Name Vcher#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General							
K MART 7031							\$126.02
29366	1/26/2013	070310126130103193	Remote	101-301-770.00	10.59		
29366	1/12/2013	07031011213010821	coffee	101-301-727.00	39.95		
29370	1/2/2013	07031010213007455	coffee	101-301-727.00	47.94		
29371	1/15/2013	07031011513010928	Frame (x2)	101-301-727.00	27.54		
Krienke, Doug							\$47.46
29410	3/27/2013	Reimbursement	February 2013 Mileage	101-101-860.01	47.46		
LaCosse Law, P.C.							\$300.00
29415	3/26/2013	12-092 & 12-093-GM Court Appointed Legal - Kropp & Estep		101-148-807.00	300.00		
LENCA SURVEYING							\$6,712.40
29317	3/16/2013	13067	Remon Yr 2013 (Feb 17 - March 17, 20	243-245-801.07	3,938.20		
29366	3/23/2013	13069	Remon Yr 2013 (March 18 - March 24, 1	243-245-801.07	2,774.20		
Linsmeier Implement, Inc.							\$59.95
29319	2/12/2013	50819	Filter	208-751-981.00	59.95		
Lithocrafters Printing, Inc.							\$170.00
29330	3/12/2013	77796	Sets of 3 Part NCR	101-136-727.00	170.00		
Lufts Advertiser							\$129.25
29365	3/23/2013	3-23-13	March 2013 Adverlsing	101-101-901.00	129.25		
Manpower							\$265.50
29326	3/10/2013	25341535	Regina Mistark - Week Ending 3/10/13	101-141-704.00	265.50		
Marinette Farm & Garden							\$71.21
29384	3/14/2013	234356	Dog Food	101-301-881.01	15.99		
29385	3/16/2013	234436	K9 Supplies	101-301-881.01	55.22		





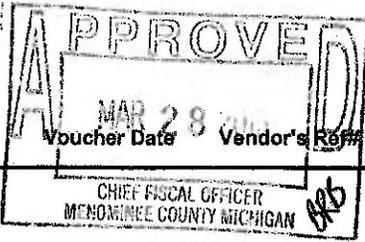
**MENOMINEE COUNTY
Claims Audit Report**

Vendor Name Vcher#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General							
Mastercard							\$6,150.28
29362	3/12/2013		Credit Card Elmers Restaurant	517-252-860.00	13.81	x	
29362	3/12/2013		Credit Card Bavarian Inn Lodge	517-252-860.00	109.89	x	
29362	3/12/2013		Credit Card Bavarian Inn Lodge	517-252-860.00	494.55	x	
29362	3/12/2013		Credit Card Omas & Ratskeller	517-252-860.00	16.93	x	
29362	3/12/2013		Credit Card USPS	101-268-729.00	5.05	x	
29362	3/12/2013		Credit Card USPS	101-268-729.00	5.05	x	
29362	3/12/2013		Credit Card Security Imaging Corp	101-132-802.00	53.21	x	
29362	3/12/2013		Credit Card USPS	101-268-729.00	5.05	x	
29362	3/12/2013		Credit Card El Rancho	101-141-860.00	36.20	x	
29362	3/12/2013		Credit Card Drifters	101-141-860.00	21.72	x	
29362	3/12/2013		Credit Card USPS	101-268-729.00	5.05	x	
29362	3/12/2013		Credit Card Biggby Coffee	101-141-860.00	11.24	x	
29362	3/12/2013		Credit Card Holiday Inn Express	101-141-860.00	104.45	x	
29362	3/12/2013		Credit Card USPS	101-268-729.00	66.90	x	
29362	3/12/2013		Credit Card Grand Travers Resort	101-141-860.00	11.86	x	
29362	3/12/2013		Credit Card Grand Travers Resort	101-141-860.00	148.58	x	
29362	3/12/2013		Credit Card MI Assoc of Counties	101-101-859.00	690.00	x	
29362	3/12/2013		Credit Card USPS	101-268-729.00	5.05	x	
29362	3/12/2013		Credit Card Menards	243-245-801.07	189.39	x	
29362	3/12/2013		Credit Card Staples	517-252-727.00	151.19	x	
29362	3/12/2013		Credit Card USPS	101-268-729.00	5.05	x	
29362	3/12/2013		Credit Card AT & T	101-132-850.00	30.00	x	
29362	3/12/2013		Credit Card USPS	101-268-729.00	5.05	x	
29362	3/12/2013		Credit Card USPS	101-268-729.00	5.05	x	
29362	3/12/2013		Credit Card Harbor Freight Catalog	208-751-755.01	134.40	x	
29362	3/12/2013		Credit Card USPS	101-268-729.00	5.05	x	
29362	3/12/2013		Credit Card Late Fee	101-103-755.00	20.00	x	
29367	3/12/2013		Credit Card Hardee's	264-363-881.00	8.44	x	
29367	3/12/2013		Credit Card Hardee's	264-363-881.00	8.67	x	
29367	3/12/2013		Credit Card Ramada	264-363-881.00	420.00	x	
29367	3/12/2013		Credit Card Shell Oil	264-363-881.00	52.00	x	
29367	3/12/2013		Credit Card Vango's Pizza	264-363-881.00	12.93	x	
29367	3/12/2013		Credit Card Vango's Pizza	264-363-881.00	9.75	x	
29367	3/12/2013		Credit Card Perkins	264-363-881.00	16.73	x	
29367	3/12/2013		Credit Card Perkins	264-363-881.00	16.73	x	
29367	3/12/2013		Credit Card Buffalo Wild Wings	264-363-881.00	21.39	x	
29367	3/12/2013		Credit Card Subway	264-363-881.00	12.83	x	
29367	3/12/2013		Credit Card Subway	264-363-881.00	7.74	x	
29367	3/12/2013		Credit Card Arby's	264-363-881.00	7.28	x	
29367	3/12/2013		Credit Card Arby's	264-363-881.00	7.61	x	
29367	3/12/2013		Credit Card Red Lobster	264-363-881.00	23.06	x	
29367	3/12/2013		Credit Card Red Lobster	264-363-881.00	27.81	x	
29367	3/12/2013		Credit Card Superior Touchless	101-301-981.00	8.00	x	
29367	3/12/2013		Credit Card Culvers	264-363-881.00	7.62	x	
29367	3/12/2013		Credit Card Culvers	264-363-881.00	7.83	x	
29367	3/12/2013		Credit Card Hudson's	264-363-881.00	21.37	x	
29367	3/12/2013		Credit Card Hudson's	264-363-881.00	18.94	x	
29367	3/12/2013		Credit Card Walmart	205-315-727.00	164.73	x	
29367	3/12/2013		Credit Card McDonalds	264-363-881.00	3.81	x	
29367	3/12/2013		Credit Card Holiday	264-363-881.00	28.02	x	
29367	3/12/2013		Credit Card Hardees	264-363-881.00	8.66	x	
29367	3/12/2013		Credit Card Hardees	264-363-881.00	15.33	x	
29367	3/12/2013		Credit Card Ramada inn	264-363-881.00	397.50	x	
29367	3/12/2013		Credit Card Holiday	264-363-881.00	40.00	x	



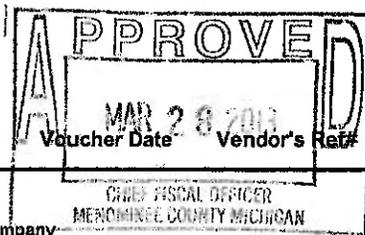
MENOMINEE COUNTY
Claims Audit Report

Vendor Name Vcher#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General							
Mastercard							\$6,150.26
29367	3/12/2013	Credit Card	Arby's	264-363-881.00	7.50	x	
29367	3/12/2013	Credit Card	Arby's	264-363-881.00	9.73	x	
29367	3/12/2013	Credit Card	Applebees	264-363-881.00	25.21	x	
29367	3/12/2013	Credit Card	Applebees	264-363-881.00	27.55	x	
29367	3/12/2013	Credit Card	Ramada Inn	264-363-881.00	17.91	x	
29367	3/12/2013	Credit Card	Ramada Inn	264-363-881.00	24.80	x	
29367	3/12/2013	Credit Card	Burger King	264-363-881.00	12.48	x	
29367	3/12/2013	Credit Card	Burger King	264-363-881.00	7.82	x	
29367	3/12/2013	Credit Card	Lakeview Quick Mart	101-301-860.00	38.86	x	
29367	3/12/2013	Credit Card	Vango's	264-363-881.00	14.93	x	
29367	3/12/2013	Credit Card	Vango's	264-363-881.00	10.90	x	
29367	3/12/2013	Credit Card	Buffalo Wild Wings	264-363-881.00	23.11	x	
29367	3/12/2013	Credit Card	Buffalo Wild Wings	264-363-881.00	22.59	x	
29367	3/12/2013	Credit Card	Shell Oil	101-301-860.00	27.82	x	
29367	3/12/2013	Credit Card	Alternate Force	205-315-755.02	105.00	x	
29367	3/12/2013	Credit Card	Superior Touchless	101-301-981.00	8.00	x	
29367	3/12/2013	Credit Card	Applebees	264-363-881.00	11.85	x	
29367	3/12/2013	Credit Card	Applebees	264-363-881.00	20.00	x	
29367	3/12/2013	Credit Card	Perkins	264-363-881.00	30.25	x	
29367	3/12/2013	Credit Card	Mighty Pet	101-301-881.01	50.54	x	
29367	3/12/2013	Credit Card	Ramada Inn	264-363-881.00	84.00	x	
29367	3/12/2013	Credit Card	The Store	264-363-881.00	5.68	x	
29367	3/12/2013	Credit Card	The Store	264-363-881.00	5.37	x	
29367	3/12/2013	Credit Card	The Store	264-363-881.00	33.01	x	
29367	3/12/2013	Credit Card	Hudsons	264-363-881.00	25.17	x	
29367	3/12/2013	Credit Card	Hudsons	264-363-881.00	20.08	x	
29367	3/12/2013	Credit Card	Ramada Inn	264-363-881.00	397.50	x	
29367	3/12/2013	Credit Card	Holiday	101-301-860.00	33.00	x	
29367	3/12/2013	Credit Card	Rapid River	264-363-881.00	46.01	x	
29367	3/12/2013	Credit Card	Jimmy John's	264-363-881.00	7.35	x	
29367	3/12/2013	Credit Card	Jimmy John's	264-363-881.00	8.41	x	
29367	3/12/2013	Credit Card	Applebees	264-363-881.00	15.70	x	
29367	3/12/2013	Credit Card	Applebees	264-363-881.00	28.76	x	
29367	3/12/2013	Credit Card	Wendy's	264-363-881.00	6.67	x	
29367	3/12/2013	Credit Card	Wendy's	264-363-881.00	8.99	x	
29367	3/12/2013	Credit Card	Big O's	101-301-981.00	15.00	x	
29367	3/12/2013	Credit Card	Casa Calabria	264-363-881.00	12.61	x	
29367	3/12/2013	Credit Card	Casa Calabria	264-363-881.00	20.98	x	
29367	3/12/2013	Credit Card	Perkins	264-363-881.00	26.63	x	
29367	3/12/2013	Credit Card	Subway	264-363-881.00	5.30	x	
29367	3/12/2013	Credit Card	McDonalds	264-363-881.00	11.00	x	
29367	3/12/2013	Credit Card	Galls	205-315-745.00	525.13	x	
29367	3/12/2013	Credit Card	Freedom 29	264-363-881.00	25.00	x	
29367	3/12/2013	Credit Card	Arby's	264-363-881.00	7.61	x	
29367	3/12/2013	Credit Card	Arby's	264-363-881.00	12.38	x	
29367	3/12/2013	Credit Card	Ramada Inn	264-363-881.00	26.27	x	
29367	3/12/2013	Credit Card	Hardee's	264-363-881.00	6.55	x	
29367	3/12/2013	Credit Card	Freedom 29	101-301-860.00	55.34	x	
29367	3/12/2013	Credit Card	Intelius.Com	101-301-727.00	19.95	x	
29367	3/12/2013	Credit Card	Shell Oil	101-301-880.00	37.67	x	
29367	3/12/2013	Credit Card	Ramada Inn	264-363-881.00	397.50	x	
29367	3/12/2013	Credit Card	Superior Touchless	101-301-981.00	8.00	x	
29367	3/12/2013	Credit Card	Ramada Inn	264-363-881.00	15.44	x	
29367	3/12/2013	Credit Card	Ramada Inn Credit	264-363-881.00	-22.50	x	



MENOMINEE COUNTY
Claims Audit Report

Vendor Name Vcher#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General Mastercard							\$6,150.26
Michigan State University - CANR Budget and Finance 29300	3/12/2013	7 MENOMINEE	3rd Quarter (Apr - June 2013) MOA Pay	101-261-801.00	9,552.25		\$9,552.25
MILLERS ACTION OFFICE SUPPLY I							\$413.50
29283	3/15/2013	0092393-001	Clerk's Office - Badge Holders	101-215-727.00	30.98		
29320	3/15/2013	0092420-001	Ink Cartridge	266-325-727.00	63.98		
29327	3/18/2013	0092454-001	Ink Cartridges (x2) & Binders	101-428-727.00	53.52		
29331	3/15/2013	0092377-001	Clerk - Office Supplies	101-215-727.00	94.08		
29407	3/27/2013	0092668-001	Clasp Envelopes - Parks	208-751-727.00	12.99		
29417	3/4/2013	0092056-001	Ink Cartridges & Toner	296-667-801.02	157.95		
MOORE MEDICAL CORP 29382	3/6/2013	976460271	Inmate Medical Supplies	101-301-770.01	350.00		\$350.00
Nelson, John R. 29411	3/26/2013	Reimbursement	March 2013 Mileage	101-101-860.11	723.34		\$723.34
Northern Michigan University - 2201 CB Hedgcock 29294	3/22/2013	Registration	Conference Fee - Michael Pfankuch	101-136-802.00	65.00		\$65.00
Office Depot, Inc. 29328	3/5/2013	648404106001	District - Office Supplies	101-136-727.00	43.21		\$95.51
29432	3/21/2013	649902015001	Stapler, Pens, Folders	101-172-727.00	52.30		
Pan-O-Gold Baking Co. 29377	3/5/2013	00040683306405	Inmate Groceries	101-301-770.00	46.76		\$78.89
29378	3/12/2013	00040683307106	Inmate Groceries	101-301-770.00	32.13		
Police Legal Sciences, Inc. 29293	3/21/2013	5552	PO# 02774 Communications Training S	266-326-881.00	1,300.00		\$1,300.00
QUICK SIGNS 29394	2/20/2013	5857	Magnetic Locker Name Tags	205-315-727.00	15.00		\$15.00
Randal/ Philipps 29307	3/20/2013	Various Cases	Court Appointed Legal - Gerald Bebo	101-132-807.00	50.00		\$137.50
29349	3/25/2013	2010-13074-DP	Court Appointed Legal - Bell	101-131-807.00	25.00		
29413	3/21/2013	Various Cases	Court Appointed Legal - Bebo	101-132-807.00	37.50		
29414	3/21/2013	2007-12219-DM	Court Appointed Legal - Wills	101-132-807.00	25.00		
RCOM 29318	3/14/2013	11371	Expense Reduction Plan (Feb 2013)	101-103-850.00	192.67		\$192.67
REGISTER OF DEEDS 29325	3/14/2013	Copies	Adminstrator Copies	101-172-727.01	26.00		\$26.00
Reinhart Foodservice 29379	3/14/2013	170129	Inmate Groceries	101-301-770.00	582.32		\$582.32
Schel, Larry 29409	3/7/2013	Reimbursement	February 2013 Mileage	101-101-860.04	158.77		\$158.77
Servco FS Cooperative 100 29436	3/20/2013	0504-050429	Shakey Lakes Park	208-751-742.00	492.56		\$492.56
Smogoleski, Jim 29418	3/18/2013	5103	Conference Registration Fee - (Dennis-I	101-132-802.00	35.00		\$35.00

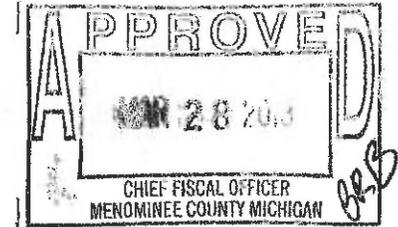


**MENOMINEE COUNTY
Claims Audit Report**

Vendor Name Vcher#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General							
Standard Insurance Company							\$213.90
29314	3/25/2013	April 2013	Life Insurance Premium	101-101-713.00	20.70		
29314	3/25/2013	April 2013	Life Insurance Premium	101-132-713.00	6.32		
29314	3/25/2013	April 2013	Life Insurance Premium	101-136-713.00	11.50		
29314	3/25/2013	April 2013	Life Insurance Premium	101-141-713.00	9.20		
29314	3/25/2013	April 2013	Life Insurance Premium	101-148-713.00	0.58		
29314	3/25/2013	April 2013	Life Insurance Premium	101-215-713.00	13.80		
29314	3/25/2013	April 2013	Life Insurance Premium	101-172-713.00	4.80		
29314	3/25/2013	April 2013	Life Insurance Premium	101-261-713.00	2.30		
29314	3/25/2013	April 2013	Life Insurance Premium	101-267-713.00	9.20		
29314	3/25/2013	April 2013	Life Insurance Premium	101-268-713.00	2.30		
29314	3/25/2013	April 2013	Life Insurance Premium	101-253-713.00	6.90		
29314	3/25/2013	April 2013	Life Insurance Premium	101-257-713.00	4.60		
29314	3/25/2013	April 2013	Life Insurance Premium	101-265-713.00	2.30		
29314	3/25/2013	April 2013	Life Insurance Premium	101-301-713.00	48.30		
29314	3/25/2013	April 2013	Life Insurance Premium	101-682-713.00	2.30		
29314	3/25/2013	April 2013	Life Insurance Premium	101-103-713.00	2.30		
29314	3/25/2013	April 2013	Life Insurance Premium	101-426-713.00	2.30		
29314	3/25/2013	April 2013	Life Insurance Premium	271-790-713.00	9.20		
29314	3/25/2013	April 2013	Life Insurance Premium	296-663-713.00	2.30		
29314	3/25/2013	April 2013	Life Insurance Premium	296-664-713.00	2.30		
29314	3/25/2013	April 2013	Life Insurance Premium	296-665-713.00	2.30		
29314	3/25/2013	April 2013	Life Insurance Premium	208-751-713.00	4.60		
29314	3/25/2013	April 2013	Life Insurance Premium	205-316-713.00	2.30		
29314	3/25/2013	April 2013	Life Insurance Premium	205-315-713.00	23.00		
29314	3/25/2013	April 2013	Life Insurance Premium	266-325-713.00	16.10		
29314	3/25/2013	April 2013	Life Insurance Premium	266-326-713.00	2.30		
State of Michigan - MI Dept. of Human Services							\$11,582.92
29419	3/18/2013	January 2013	Monthly Offset	292-662-843.01	11,582.92		
Stellar Pizza, LLC							\$20.00
29422	3/26/2013	6	Pizza for Teen Court	296-667-801.02	20.00		
Stephen Van Eyck							\$108.24
29426	3/26/2013	5111	Transport of Juvenile (N.W.)	101-132-801.01	40.00		
29427	3/26/2013	Reimbursement	Meals & Mileage (N.W. Transport)	101-132-801.00	68.24		
STEPHENSON MARKETING COOPERATI							\$2,279.80
29395	2/28/2013	015579	February 2013 Gasoline Sales	205-315-742.00	2,279.80		
Time Warner Cable							\$329.95
29433	3/18/2013	10404 700185701 000	March 25 - April 24, 2013	101-103-851.01	329.95		
U P A A							\$15.00
29428	3/28/2013	Dues	Diane Lesperance (5/1/13 - 4/30/14)	101-253-802.00	15.00		
U.E.S. COMPUTERS, INC.							\$152.00
29311	3/14/2013	63986	Toner (x2) - FOC	101-141-727.00	152.00		
U.S. Bank Equipment Finance							\$133.07
29296	3/16/2013	224467860	Konica - Bizhub 423 Copier	101-172-942.00	133.07		
UNIFORM SHOPPE							\$147.45
29404	3/25/2013	215585	Name Tapes - Judi Hanson	205-315-745.00	9.00		
29406	3/25/2013	216972	Tachyon Boots - Uniform Allowance Vin	205-315-745.00	138.45		

**MENOMINEE COUNTY
Claims Audit Report**

Vendor Name	Vcher#	Voucher Date	Vendor's Ref#	Description	Debit Acct#	\$Amount	SepCk	Claim Total
Bank Account: General								
Valley Mechanical, Inc.								\$14,494.75
	29291	3/20/2013	2415	Gas Valve for Jail Unit	101-265-930.01	250.00		
	29295	3/20/2013	2410	PO# 02771 - Bathhouse at Shakey Lake	101-103-998.00	5,000.00		
	29297	3/22/2013	2413	PO# 02773 Bathhouse at Shakey Lake	101-103-998.00	1,097.00		
	29298	3/20/2013	2414	PO# 02770 3rd payment - Shakey Lake	101-103-998.00	6,499.00		
	29312	9/16/2012	2279	Single Handle Faucet (S.L. Men's Bath)	101-103-998.00	380.94		
	29313	9/16/2012	2279	Dishwasher Booster & Deli Unit	101-265-930.01	1,267.81		
Waste Management								\$440.34
	29364	3/26/2013	1419901-1856-6	April 2013	101-265-801.00	440.34		
WEST GROUP PAYMENT CENTER								\$549.00
	29308	3/4/2013	828830415	February 5 - March 4, 2013	101-148-802.00	226.00		
	29328	3/4/2013	828830416	February 5 - March 4, 2013	101-136-802.00	161.50		
	29429	3/4/2013	828850572	February 5 - March 4, 2013	269-145-982.00	161.50		
WISCONSIN PUBLIC SERVICE CORP - P O BOX 19003								\$132.01
	29301	3/18/2013	0402047856-00005	Kleinke Park Electrical	208-751-920.01	40.40		
	29434	3/25/2013	1187575873-00000	Bailey House	208-751-920.01	18.43		
	29434	3/25/2013	1187575873-00000	Kleinke Street Lighting	208-751-920.01	29.24		
	29434	3/25/2013	1187575873-00000	Bailey Street Lighting	208-751-920.01	12.72		
	29435	3/25/2013	0402047856-00006	Stoney Point Electrical Service	208-751-920.01	33.22		
Total Amount for Bank Account: General								\$72,443.95



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**

 04/03/2013
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

04/01/2013

PERMIT#	DATE ISSUED	OWNER	ADDRESS	TWP.	PERMIT FEE
P12819-13	03/28/13	RILEY DAVID LEONARD & MARY LO	CO RD 388	FAITHORN TWP.	\$0.00
Work :	11.COMMERCIAL	29X50 GARAGE TO PARK FIRE TRUCK		003-215-001-00	
P12820-13	03/28/13	JOHNSON JEFFREY M & KEVIN S & J	N4349 HWY M-35	INGALLSTON TWP.	\$187.00
Work :	11.COMMERCIAL	EQUIPMENT SHELTER		007-311-004-00	

Total Permits 2

Total Fees \$187.00

MINUTES

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

Personnel Committee, 6/27/2012 - 3:00 p.m.

MEMBERS PRESENT: James Furlong, Nick Lakari, James Pearson
MEMBERS EXCUSED: None
OTHERS PRESENT: Airport Manager Tony Krysiak, Airport Lineman Jeff LaFleur, Marinette County Administrative Secretary Gina Teeple

1. Call to order

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

2. Pledge of Allegiance

3. Roll call

4. Approve/amend agenda

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

5. Approve/amend minutes of May 31, 2012

Motion (Furlong/Pearson) to approve the minutes of May 31, 2012. Vote – unanimous. Motion carried.

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

None

7. Discuss status and exchange ideas for Maintenance-Lineman contract with Jeff LaFleur – information only

Chair Lakari read a letter received from Lineman Jeff LaFleur dated June 8, 2012, requesting to be put on the Personnel Committee agenda for discussion.

The committee discussed the current Maintenance-Lineman contract with Mr. LaFleur.

8. Discuss/consider sample airport staff appraisal documents submitted by the Airport manager and committee members, action if any

The committee discussed the sample appraisal documents submitted by Airport Manager Tony Krysiak and committee members.

Commissioner Furlong will bring additional appraisal documents for the committee to review at their next meeting.

9. Discuss/consider updated Work Rules and Policies, action if any

Mr. Krysiak distributed, and the committee reviewed, updated Work Rules and Policies.

Motion (Furlong/Pearson) to forward the updated Work Rules and Policies to the full Commission for approval and adoption. Vote – unanimous. Motion carried.

10. Discuss/consider results of Airport manager meeting with Avis Car Rental, action if any

Mr. Krysiak reported that calls to the local Avis phone number are now being directed to Green Bay. This has reduced the number of inquiry calls by 80%. Avis will continue to pay the airport a 13% commission on rentals.

Commissioner Pearson asked for the minutes to reflect that Mr. Krysiak did an outstanding job in achieving this outcome.

11. Public comment

None

12. Future agenda items

Review appraisal forms

Discuss process for pay study on Maintenance-Lineman position

13. Schedule next meeting

The next meeting is scheduled for July 26, 2012 at 1:00 p.m.

14. Adjourn

Motion (Furlong/Pearson) to adjourn at 4:35 p.m. Vote – unanimous. Motion carried.

Respectfully submitted,
Gina K. Teeple
Marinette County Administrative Secretary

Date approved/corrected: July 31, 2012

MINUTES

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

Regular Session Meeting, 10/16/2012 – 4:30 p.m.

MEMBERS PRESENT: Dale Berman, James Furlong, Nick Lakari, Jim Pearson, Ted Sauve
MEMBERS EXCUSED: Jason Lauzer
OTHERS PRESENT: Airport Manager Tony Krysiak, Joe and Kyla Grinsteiner, Bay Cities Radio, Eagle Herald, Menominee County News, Peshtigo Times, Airport Users

1. Call to order

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

2. Pledge of Allegiance

3. Roll call

Commissioner Lauzer absent.

4. Approve/amend agenda

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

5. Approve/amend minutes of 9/18/2012

Vice Chair Lakari reported that minutes were not available.

Motion (Pearson/Furlong) to table approval of the minutes until the next airport meeting. Vote – unanimous. Motion carried.

6. Public comment

None

7. Resolution regarding Freberg/Lindeman land release. Action.

Vice Chair Lakari explained that this is an administrative clean up that URS needs to officially allocate funds to certain projects.

Mr. Krysiak reported that the resolution affirms that the \$4,700 received in 1984 and 1985 was reinvested in capital improvement projects.

Motion (Furlong/Sauve) to adopt the resolution with the addition of the number "2012-001" and the adoption date, to be placed on file at the Menominee County Courthouse. Vote – unanimous. Motion carried.

8. Consider request from Grinsteiner and recommendation from B&G. Action if any.

Commissioner Sauve reported that it was the consensus of the Buildings and Grounds Committee to refer this request to the full Commission.

Commissioner Berman shared his concern that in the proposed lease the Grinsteiners would retain the right of first refusal to pick up the rest of the available space.

Vice Chair Lakari reported that the Explorer Solutions Phase II Steering Committee met, and they have asked Christian Perreault of Explorer Solutions to contact Mr. and Mrs. Grinsteiner.

Motion (Sauve/Berman) to take no action at this time. Vote – Furlong opposed. Motion carried.

9. Consider recommendation of Personnel Committee regarding personnel evaluation form. Action if any.

Vice Chair Lakari reported that the Personnel Committee has been working on creating an appraisal document for several months. The committee met prior to the full Commission meeting to approve and forward on a final document.

The Commission discussed how the proposed appraisal documents apply to current and new employees.

Motion (Furlong/Berman) to place this agenda item on the November meeting for action and to ensure that Commissioner Lauzer receives a copy of the document. Vote – unanimous. Motion carried.

10. Enstrom lease. Discussion only.

Mr. Krysiak reported that he met with representatives of Enstrom and the actual date for amending the lease is November 14, 2012.

It was the consensus of the Commission to have Mr. Krysiak send a letter to Enstrom indicating the airport's intention to open negotiations.

11. Minimum Standards. Discussion only.

Mr. Krysiak explained that the Minimum Standards document addresses how the airport does business with its tenants and business that might want to locate at the airport. The FAA highly recommends all airports have one. Developing the document will be a long process involving input from several groups.

It was the consensus of the Commission to discuss this issue at a special meeting to allow adequate time for discussion.

12. Executive/Finance Committee report

Vice Chair Lakari reported that the Executive Committee met, reviewed the September financial statements, and is recommending them for approval.

Motion (Pearson/Furlong) to approve items 1-5 of the Executive/Finance Committee report. Vote – unanimous. Motion carried.

13. Communications/correspondence

None

14. Dialog between Airport Manager and the TCAC

Mr. Krysiak reported that a representative of the Department of Environmental Quality visited the airport. The DEQ is requiring the airport's employees to pass some tests to become certified as underground storage tank operators. This was legislated in May of last year.

15. Dialog between airport users and the TCAC

Joe Grinsteiner addressed the Commission regarding hangar rental and taxes.

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

Commissioner Sauve addressed the Commission regarding the 2013 open house.

17. Future agenda items

Appraisal Document
Airport Fees
Grinsteiner Lease Proposal
Update on 2013 Open House
Minimum Standards

18. Schedule next meeting

The next meeting is scheduled for Tuesday, November 27 at 4:30 p.m.

19. Adjourn

Motion (Pearson/Furlong) to adjourn at 6:05 p.m. Vote – unanimous. Motion carried.

Respectfully submitted,
Gina K. Teeple
Marinette County Administrative Secretary

Date approved/corrected: November 27, 2012

MINUTES

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

Executive Committee Meeting, 8/14/2012 – 3:00 p.m.

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

1. Call to order

Chair Jason Lauzer called the meeting to order at 3:05 p.m.

2. Pledge of Allegiance

3. Roll call

4. Approve/amend agenda

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

5. Approve/amend minutes from July 10, 2012

Motion (Lakari/Berman) to approve the minutes from July 10, 2012 as presented. Motion carried.

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

None

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

Chair Lauzer reported that he has not received further feedback from any of the Commissioners. The payment plan for the fuel farm is still unknown.

8. Discuss/consider airport fees, action if any

Airport Manager Tony Krysiak distributed and discussed a table comparing TCA airport fees to other airport fees in the area.

Commissioner Lakari distributed and discussed a list of TCA fee categories.

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

The committee discussed the July financial reports.

Motion (Berman/Lakari) to recommend approval of the July financial reports to the full Commission, as the Executive Committee reviewed them and found the checks to be in order. Vote – unanimous. Motion carried.

10. Public Comment

None

11. Future agenda items

Update on fuel farm loan

2012-2013 Budget

Review airport fees

Update on delinquent accounts/customer balances

12. Schedule next meeting

The next meeting is scheduled for September 11, 2012 at 3:00 p.m.

13. Adjourn

Motion (Lakari/Berman) to adjourn at 4:00 p.m. Vote – unanimous. Motion carried.

Respectfully submitted,

Gina K. Teeple

Marinette County Administrative Secretary

Date approved/corrected: September 11, 2012

MINUTES

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

Personnel Committee, 8/29/2012 - 4:00 p.m.

MEMBERS PRESENT: James Furlong, Nick Lakari, James Pearson
MEMBERS EXCUSED: None
OTHERS PRESENT: Airport Manager Tony Krysiak, Airport Lineman Jeff LaFleur, Administrative Secretary Gina Teeple

1. Call to order

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

2. Pledge of Allegiance

3. Roll call

Commissioner Pearson absent.

4. Approve/amend agenda

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

Commissioner Pearson arrived at 4:07 p.m.

5. Approve/amend minutes of July 31, 2012

Motion (Furlong/Pearson) to approve the minutes of July 31, 2012. Vote – unanimous. Motion carried.

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

None

7. Discuss/consider draft of appraisal document based on airport staff job descriptions, action if any

Airport Manager Tony Krysiak distributed a drafted appraisal document and asked committee members to clarify their expectations.

It was the consensus of the committee to have Commissioner Furlong work with Mr. Krysiak to develop an appraisal document.

8. Public comment

None

9. Future agenda items

Appraisal process

10. Schedule next meeting

The next meeting is scheduled for Wednesday, October 10th at 4:00 p.m.

11. Adjourn

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

Respectfully submitted,
Gina K. Teeple
Marinette County Administrative Secretary

Date approved/corrected: October 10, 2012

MINUTES

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

Regular Session Meeting, 9/18/2012 – 4:30 p.m.

MEMBERS PRESENT: Jason Lauzer, Dale Berman, James Furlong, Nick Lakari, Jim Pearson, Ted Sauve
MEMBERS EXCUSED:
OTHERS PRESENT: Airport Manager Tony Krysiak

1. Call to order

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

2. Pledge of Allegiance

3. Roll call

4. Approve/amend agenda

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

5. Approve/amend minutes of 8/21/2012

Motion (Furlong/Lakari) to approve minutes of 8/21/2012. Vote – unanimous. Motion carried.

6. Public comment

None

7. Personnel Committee Report

Commissioner Lakari reported that the Personnel Committee met and continued to work on developing an appraisal document.

8. Discuss/consider proposed 2012-2013 Budget, action if any

The Commission reviewed the proposed 2012-2013 Budget.

Motion (Furlong/Berman) to approve the 2012-2013 Budget with the addition of \$10,000 to fuel sales revenue to be designated for 2013 airport promotion. Vote – unanimous. Motion carried.

9. Discuss/consider update on 2013 open house, action if any

Chair Lauzer reported that Commissioner Pearson asked for the 2013 open house to become a permanent agenda item through 2013.

Chair Lauzer reported that Commissioners Sauve and Pearson and Nancy Douglas have agreed to help plan this event. A communication will be sent to tenants to see if any of them would like to help as well. Chair Lauzer asked for the group to meet prior to the next regular session meeting. A meeting was scheduled for October 10th at 5:00 p.m., or whenever the Personnel Committee ends – whichever occurs first.

10. Update on status of fuel farm – information only

Airport Manager Tony Krysiak reported that work on the fuel farm is scheduled to start on Thursday, September 20th – a week later than planned.

11. Discuss/consider Twin County Airport Minimum Standards, action if any

Chair Lauzer reported that Mr. Krysiak had been asked to create a draft of updated Minimum Standards.

The Commission discussed the process and components involved in updating the minimum standards. It was the consensus of the Commission to review the document more thoroughly prior to the next regular session.

12. Executive/Finance Committee report

Chair Lauzer reported that the Executive Committee met, reviewed the August financial statements, and is recommending them for approval.

Motion (Furlong/Pearson) to approve items 1-7 of the Executive/Finance Committee report. Vote – unanimous. Motion carried.

13. Communications/correspondence

None

14. Dialog between Airport Manager and the TCAC

Mr. Krysiak reported that he was able to rearrange the 10 year plan to move the fence from 2018 to 2014. The user survey is holding up a lot of other projects at this time. It is not possible to move ahead with the possible shortening of runway 1432 until the user survey is completed.

Although the user survey is saying the airport does not need 5,000 feet of runway, the cost of shortening the runway will make it hard to justify the long term payback to the FAA.

The user survey needs to be done by the end of November.

15. Dialog between airport users and the TCAC

None

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

None

17. Future agenda items

To be determined

18. Schedule next meeting

The next meeting is scheduled for Tuesday, October 16 at 4:30 p.m.

19. Adjourn

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

Respectfully submitted,
Gina K. Teeple
Marinette County Administrative Secretary

Date approved/corrected: November 27, 2012

MINUTES

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

Personnel Committee, 11/7/2012 - 4:00 p.m.

MEMBERS PRESENT: James Furlong, Nick Lakari, James Pearson
MEMBERS EXCUSED: None
OTHERS PRESENT: Airport Manager Tony Krysiak

1. Call to order

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

2. Pledge of Allegiance

3. Roll call

4. Approve/amend agenda

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

5. Approve/amend minutes of October 10, 2012 and October 16, 2012

Motion (Furlong/Pearson) to approve the minutes for October 10, 2012 and October 16, 2012 as presented.
Vote – unanimous. Motion carried.

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

None

7. Review compilation of documents approved thus far during 2012, information only

The committee reviewed the compilation of airport documents.

It was the consensus of the committee to have Mr. Krysiak develop a one-page new employee checklist that is designed to serve as an orientation.

It was the consensus of the committee to have Commissioner Pearson obtain Menominee County Courthouse benefits in order to create a schedule of benefits for the airport.

8. Discuss/consider length of probationary status for new staff, action if any

Indicate probationary period in schedule of benefits.

Motion (Furlong/Pearson) to define the probationary period for new employees as one year, which will be specified in the schedule of benefits. Vote – unanimous. Motion carried.

9. Discuss/consider sequence and timing for appraising new staff, and sequence and timing for appraising experienced staff, action if any

Motion (Furlong/Pearson) to recommend the Commission approve an appraisal of probationary employees every three months. Vote – unanimous. Motion carried.

Motion (Furlong/Pearson) to recommend the Commission approve the appraisal of non-probationary staff according to the timeframe established in Article VI, paragraph D, item e of the Twin County Airport By-Laws. Vote – unanimous. Motion carried.

10. Public comment

None

11. Future agenda items

Benefits summary from Menominee County

12. Schedule next meeting

The next meeting is scheduled for Tuesday, November 27th at 3:30 p.m.

13. Adjourn

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

Respectfully submitted,
Gina K. Teeple
Marinette County Administrative Secretary

Date approved/corrected: November 20, 2012

MINUTES

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

Special Session Meeting, 11/12/2012 – 4:00 p.m.

MEMBERS PRESENT: Jason Lauzer; Dale Berman, James Furlong, Nick Lakari, Jim Pearson, Ted Sauve
MEMBERS EXCUSED:
OTHERS PRESENT: Airport Manager Tony Krysiak, Airport Users

1. Call to order

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

2. Pledge of Allegiance

3. Roll call

4. Approve/amend agenda

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

5. Discuss/consider drafted minimum standards document, action if any

Airport Manager Tony Krysiak explained that the minimum standards are focused on commercial operations, not private tenants. The FAA strongly suggests that the airport address any possible operations that could reside at an airport.

George Sporie of the Twin County Pilot's Association addressed the Commission regarding the minimum standards document.

It was the consensus of the Commission to have Chair Lauzer discuss the validity of the ordinance with Menominee County Prosecuting Attorney Dan Hass.

It was also the consensus of the commission to have Mr. Krysiak review the local fire regulations, and Michigan aeronautic code for private and commercial hangars.

6. Communications/correspondence

None

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

Commissioner Sauve addressed the Commission regarding using Limited Term Employees to complete projects at the airport.

8. Future agenda items

Discuss utilizing limited term employees to complete projects

9. Schedule next meeting

The next meeting is scheduled for Tuesday, November 27 at 4:30 p.m.

10. Adjourn

Motion (Sauve/Pearson) to adjourn. Vote – unanimous. Motion carried.

Respectfully submitted,
Gina K. Teeple
Marinette County Administrative Secretary

Date approved/corrected: November 27, 2012

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

MINUTES

Personnel Committee, November 20, 2012

- 1. Call to Order 3:45 PM November 20, 2012**
- 2. Pledge of Allegiance**
- 3. Roll Call Present: Lakari, Furlong
Absent: Pearson (Excused)**
- 4. Approve/Amend Agenda Motion by Furlong to approve agenda, Support by Lakari. Motion carried.**
- 5. Approve/Amend minutes of November 7, 2012. Motion by Furlong to approve minutes, Support by Lakari. Motion carried.**
- 6. Public Comment None**
- 7. Discuss/consider recommendation to the Commission to identify Menominee County non-union employee benefits for inclusion in TCAC Work Rules, action, if any. Discuss took place regarding the inclusion of a schedule of benefits into the TCAC Work Rules. Other methods of establishing a schedule of benefits were discussed. Committee took no action other than to bring a summary of their discussions to whole commission.**
- 8. Public Comment None**
- 9. Future Agenda Items None**
- 10. Schedule Next Meeting None scheduled**
- 11. Adjourn Motion by Lakari to adjourn, Support by Furlong. Meeting adjourned at 4:47.**

MINUTES

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

Regular Session Meeting, 11/27/2012 – 4:30 p.m.

MEMBERS PRESENT: Jason Lauzer , James Furlong, Nick Lakari, Jim Pearson, Ted Sauve
MEMBERS EXCUSED: Dale Berman
OTHERS PRESENT: Airport Manager Tony Krysiak, Airport Lineman Jeff LaFleur, Nancy Douglas

1. Call to order

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

2. Pledge of Allegiance

3. Roll call

Commissioner Berman excused.

4. Approve/amend agenda

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

5. Approve/amend minutes of 9/18/2012, 10/16/2012, and 11/12/2012

Motion (Pearson/Furlong) to approve the minutes of September 18, 2012. Vote – unanimous. Motion carried.

Motion (Sauve/Lakari) to approve the minutes of October 16, 2012. Vote – unanimous. Motion carried.

Motion (Furlong/Pearson) to approve the minutes of November 12, 2012. Vote – unanimous. Motion carried.

6. Public comment

None

8. Discuss/consider proposed appraisal document, action if any

Motion (Lakari/Pearson) to approve the airport staff appraisal document as presented. Vote – unanimous. Motion carried.

9. Discuss/consider proposed airport fee schedule, action if any

Commissioner Lakari reported that with the exception of the monthly rent in the large hanger, the rest of the fees are unchanged. Changes to the monthly rent in the large hanger would take effect January 1, 2013.

Motion (Sauve/Pearson) to approve the fee schedule as presented. Vote – unanimous. Motion carried.

12. Discuss/consider new tug, action if any

Airport Manager Tony Krysiak reported that he researched and found four companies that deal with ground service equipment.

Motion (Sauve/Pearson) to authorize Mr. Krysiak to gather information on tugs in order for the Commission to make a decision at their December meeting. Vote – Furlong opposed. Motion carried.

13. Discuss/consider accepting collection of documents from 2012, action if any

Mr. Lauzer explained that all documents were combined in one binder for ease of use. The Commission took no action on this item because the documents were approved separately.

14. Discuss/consider adding a benefit package summary to the Work Rules document approved in July, action if any

Commissioner Lakari reported that the Personnel Committee is not ready to present a recommendation on this agenda item.

16. Discuss/consider the Enstrom lease rate, action if any

Chair Lauzer reported that the Executive Committee met with a representative of Enstrom. The lease is currently at 8 cents per square foot. Enstrom would like to increase it by 50% to 12 cents per square foot. The actual contract is due in 2018 – the entire contract will be negotiated at that time, not just lease. It is the recommendation of the Executive Committee to accept the increase to 12 cents.

Motion (Furlong/Sauve) to authorize Menominee County Prosecuting Attorney Dan Hass to draft an amendment to the current contract to be approved at the December Regular Session meeting. Vote – unanimous. Motion carried.

18. Executive/Finance Committee report

Chair Lauzer reported that the Executive Committee met, reviewed, and are recommending approval of the October Financial Reports.

Motion (Pearson/Lakari) to approve the October Financial Reports. Vote – unanimous. Motion carried.

15. Discuss/consider administrative assistance from Marinette County, action if any

Chair Lauzer reported that a letter was received from the Marinette County Administrator indicating that Administrative Secretary Gina Teeple will no longer be able to provide agendas or minutes for TCAC committee meetings. She will continue to support regular meetings. Menominee County Administrative Assistant Sherry Dupont will help with committee minutes and agendas.

10. Discuss/consider the Grinsteiner lease agreement, action if any

Chair Lauzer reported that the proposed lease agreement with the Grinsteiners was deferred to Explorer Solutions. Mr. Grinsteiner is not interested in working with Explorer Solutions. Chair Lauzer communicated to Mr. Grinsteiner that the Commission is still open to having his airplane in the hanger, just not in a long term lease situation.

11. Discuss/consider use of a Limited Term Employee for carpenter expertise, action if any

Consensus of the Commission to have Commissioner Sauve further explore the possibility of utilizing Limited Term Employees.

Commissioners Pearson and Furlong were excused from the meeting at 5:17 p.m. No longer quorum.

11. Minimum Standards. Discussion only.

Chair Lauzer reported that Attorney Hass is still reviewing the minimum standards documents.

12. Executive/Finance Committee report

Vice Chair Lakari reported that the Executive Committee met, reviewed the September financial statements, and is recommending them for approval.

Motion (Pearson/Furlong) to approve items 1-5 of the Executive/Finance Committee report. Vote – unanimous. Motion carried.

7. Update on Explorer Solutions Phase II, discussion only

Nancy Douglas reported the following goals based on the completion of the Phase I:

- Additional maintenance at the airport with rotary ring and fixed ring aircrafts
- Provide flight training and pilot school
- Support locally scheduled or semi-scheduled charter service

For Phase II the task force has met with Christian Perreault of Explorer Solutions to further discuss those ideas. Mr. Perreault is talking to local business and industry about their interest in the airport and the possibility of supporting future development as investors, developers, and/or users. He is also working on a study to get basic data as to whether or not there would be support for a charter service.

The next phase is to put together a larger group than previous task force.

19. Communications/correspondence

None

20. Dialog between Airport Manager and the TCAC

Mr. Krysiak discussed agenda items for the next Buildings and Grounds Committee meeting.

15. Dialog between airport users and the TCAC

None

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

None

17. Future agenda items

Enstrom Lease

Limited Term Employees
Work Rules
Buildings and Grounds Recommendations

18. Schedule next meeting

The next meeting is scheduled for Tuesday, December 18 at 4:30 p.m.

19. Adjourn

Meeting adjourned at 5:17 p.m.

Respectfully submitted,
Gina K. Teeple
Marinette County Administrative Secretary

Date approved/corrected: December 18, 2012

MINUTES

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

Executive Committee Meeting, 2/12/2013 - 4:00 p.m.

MEMBERS PRESENT: Jason Lauzer, Nick Lakari, Ted Sauve
MEMBERS EXCUSED:
OTHERS PRESENT: Airport Manager Tony Krysiak, Airport Lineman Jeff LaFleur,
Peshtigo Times, Public Citizen

1. Call to order

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

2. Pledge of Allegiance

3. Roll call

4. Approve/amend agenda

Motion (Lakari / Sauve) to amend the agenda by adding approval of December 11, 2012 minutes, and to appoint a Secretary to take minutes. Vote - unanimous. Motion carried.

4. (a.) Motion (Lauzer / Lakari) to approve the minutes from December 11, 2012 as presented. Motion carried.

4. (b.) Lakari was appointed as Secretary for the purpose of taking meeting minutes.

5. Public comment

None

6. Compose annual calendar, action if any

The committee developed the annual calendar of duties and events for recommendation to the commission for adoption on February 19, 2013.

7. Freight Runners update, action if any

Discussion included size of Freight Runners airplane as related to recently adopted TCA fees, and providing hanger space during inclement weather. No action taken.

8. Review financials from January, action if any

Motion (Lakari / Sauve) to recommend Commission approval of payment of check numbers 12671 through 12689 in the amount of \$65,114.42. Motion carried.

9. Consider excess funds from 100LL fuel farm loan

The committee recommended that the Commission return \$4,250 of excess loan funds for the 100LL fuel farm replacement.

10. Public comment

None

11. Future agenda items

Address / consider State of Michigan Department of Transportation letter of February 12, 2013 to review procurement of consultants.

Review February financials.

12. Schedule next meeting

The next meeting is scheduled for March 12, 2013 at 4:00 p.m.

20. Adjourn

Motion (Lakari / Sauve) to adjourn. Motion carried.

Meeting adjourned at 4:55 p.m.

Respectfully submitted,
Nick Lakari

Date approved/corrected:

3/12/13

NORTHPOINTE HEALTHCARE SYSTEMS BOARD OF DIRECTORS

Regular Monthly Meeting

MINUTES

715 Pyle Drive, Kingsford, MI

February 28, 2013 - 4:00 p.m.

CALL TO ORDER/ROLL CALL:

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

<u>MEMBERS</u>	<u>Present</u>	<u>Excused</u> <u>Absent</u>	<u>Absent</u>	<u>MEMBERS</u>	<u>Present</u>	<u>Excused</u> <u>Absent</u>	<u>Absent</u>
Connors, Peggy	X			Martin, Ann	X		
DeDie, William	X			Negro, Mari	X		
DeGrave, Marylee	X			Nelson, John	X		
Erickson, Peggy	X			Raether, Karen	X		
Hofer, Millie	X			Spence, Christine	X		
Luhtanen, Joan	*X			Zevitz, Michael, Dr.	X		

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

REPRESENTING ADMINISTRATION: K. Thekan, L. Dionne, G. Takala, M. Wendt

Karen Raether stated that Bill DeDie was reappointed by the Dickinson County Board of Commissioners to a 3 year term on the Northpointe Board of Directors and provided congratulations to him on his reappointment.

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

PUBLIC COMMENTS- No public comments

APPROVAL OF THE AGENDA:

(Request for additional agenda items or for any items contained in the consent agenda to be removed from the consent agenda and placed on the regular agenda for discussion).

The agenda was amended to add Public Hearing for Annual Budget Submission and remove Appointments to the Recipient Rights Committee from the Planning Committee Meeting Report to the agenda.

ACTION: Moved to approve the amended agenda as presented.

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

APPROVAL OF THE CONSENT AGENDA:

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

- a. Approval of the minutes from the January 31, 2013 regular monthly Board meeting
- b. Finance Committee Meeting Report-2/19/13
- c. Planning Committee Meeting Report-2/19/13

The consent agenda was amended to add Appointments to the Recipient Rights Committee from the Planning Committee Meeting Report to the agenda.

ACTION: Moved to approve the amended consent agenda as presented.

Motion by: M. Negro; supported by M. Hofer. **Motion carried unanimously.**

PRESENTATION: Great Start Collaborative – Barb Reisner & Jonathan Ringle

Barb Reisner, Great Start Project Coordinator, stated that Great Start does whatever needs to be done for children so they are ready and have a great start for kindergarten. Great Start is a Michigan Initiative and Dickinson-Iron Counties is one of 54 initiatives in the State of Michigan. Ms. Reisner stated that Michigan is leading the nation in the early childhood movement. Mr. Ringle stated that he is the Parent Coordinator for Great Start and works predominantly with parents and families. Ms. Reisner and Mr. Ringle provided and reviewed the Great Start Annual Report, Great Start events, and invited everyone to participate in one of their events. Miscellaneous questions were addressed by Ms. Reisner and Mr. Ringle.

CEO REPORT

Karen Thekan stated that her February 2013 CEO Report was in Board packets; she provided the following updates and highlights:

State/Federal Activity:

- An important item that came out of the winter conference in Lansing was that the 20 outpatient mild to moderate visits, that the health plans are currently serving, will remain with the health plans. The State of Michigan is permitting one or two pilots of the Dual Eligibles plan, individuals who have Medicare and Medicaid, to carve back in the outpatient mild to moderate visits into community mental health (CMH) agencies. The pilot regions have not been decided upon yet.

Regional Activity:

- The NorthCare Annual Report was provided to all Board members for their information. If anyone has questions regarding this report contact Ms. Thekan.
- It has been decided that the regional crisis residential home, that was opened in Marquette on February 11, will be piloted by Pathways for 3-4 months before other CMH agencies will place individuals there.
- Pathways will be contracting with Beacon Services, a residential provider from downstate Michigan, to open up new homes in Escanaba and possibly in the Soo.

Local Activity:

- Congratulations to Bill Adrian on his 35 years of employment with Northpointe.
- Bill Adrian and Ms. Thekan recently attended the Menominee and Dickinson County Commissioners' meeting and will be attending the Iron County Commissioner meeting on March 14 to present/review Northpointe's annual budget submission and annual report.
- A meeting was held recently with Michigan State Trooper Basanese, Philip Gardiepy-Hefner, Ms. Thekan, and Jill Doll to discuss the new state trooper training curriculum on mental health training for law enforcement officers. Mr. Gardiepy-Hefner and Trooper Basanese will be attending a training for "train the trainers" for this curriculum and then will be training law enforcement on mental health issues. Mr. Gardiepy-Hefner has also been accepted to become a trainer for youth mental health first aid and once he is certified he will be providing this training in the schools.
- There was recently an employee reported incident where an employee observed another employee purchasing gasoline with a Northpointe account. This issue has been turned over to the Iron Mountain Police Department, is under investigation, and the employee was terminated.
- Mari Negro stated that at the Menominee County Commissioner meeting, Charlie Meintz asked Ms. Thekan if there were any bonuses provided to Northpointe staff for the last year and Ms. Thekan provided that there was only a longevity bonus provided to staff this year. Ms. Negro asked if the performance bonus was also considered a bonus. Ms. Thekan stated that the Board approved the \$1,000.00 top of the pay scale performance payment and thought Mr. Meintz was referring to when an insurance rebate was done a few years ago for staff. Discussion ensued and miscellaneous questions were addressed by Ms. Thekan.

PUBLIC HEARING FOR ANNUAL BUDGET SUBMISSIONS

Karen Thekan stated that this information is data requested from CMH agencies by the State of Michigan and does not have anything to do with dollars and budgets. Ms. Thekan reviewed the data in the annual budget submissions. Ms. Thekan stated that new data included in the budget submission is the "Priority Needs Assessment". The Mental Health Code requires that an annual needs assessment be done and surveys were sent out to community partners with a very low return rate. The hospitals in Dickinson and Iron Counties were required also to do a community needs assessment and partnered together for it and Bay Area Hospital has just recently started their community needs assessment. The survey results data from Dickinson and Iron Counties hospitals and survey results data from Northpointe were very similar in terms of priorities. Ms. Thekan stated the following were the top five areas identified in both needs assessment surveys: 1) substance abuse, 2) lack of mental health services for individuals that do not meet the CMH criteria, 3) obesity/lack of physical fitness, 4) lack of children services, and 5) transportation needs. Ms. Thekan stated that she would like to incorporate these needs into the Northpointe strategic plan and continue to have further discussions on how to impact these areas, not only through Northpointe, but through all the communities as well. Discussion ensued and miscellaneous questions were addressed by Ms. Thekan.

APPOINTMENTS TO THE RECIPIENT RIGHTS COMMITTEE

Joan Luhtanen stated at the Planning Committee meeting a recommendation had not yet been received from the

Recipient Rights Ad Hoc Committee to fill the vacancies on the Recipient Rights Committee. Since the Planning Committee meeting recommendations have now been received from the Ad Hoc Committee to fill the vacancies. Karen Raether stated that it has been brought to her attention that the Ad Hoc Committee recommendations were not to reappointment Carolyn Thomas due to attendance and she understands the reason for Ms. Thomas missing meetings was due to personal reasons. Ms. Raether stated that Ms. Thomas's absences should be considered approved absences and this should not be reason enough to not reappoint her due to missing some meetings. Karen Thekan stated that in Rich Legeret's application he provided that he would defer selection to be reappointed to the Recipient Rights Committee if there were other applicants interested in the position. Discussion ensued, applications were reviewed, and miscellaneous questions were addressed by Ms. Thekan.

ACTION: A motion was made by P. Connors, supported by M. Negro to approve the reappointments of Carolyn Thomas, Gail Dixon, Brian Nord-Grenier, Myra Christophersen and new appointments of Rosanna Webber and Laura Wagner to the Recipient Rights Committee. **Motion carried unanimously.**

NEW BUSINESS— No new business

UNFINISHED BUSINESS

- **NorthCare Governance Board Discussion**

Karen Thekan stated that the NorthCare Advisory meeting was held on February 26 and several items of importance came out of this meeting: 1) Board action is being looked at from all five regional CMH agencies regarding by-laws which will be included in the Application for Participation (AFP) process which is due April 1. The regional CEOs have been meeting weekly to draft by-laws, the by-laws were submitted to the NorthCare Advisory Council, questions will be now be addressed by the attorney, and another Advisory Council meeting is scheduled for March 11 to review the next reiteration of the by-laws. Ms. Thekan stated when the by-laws are finalized they will come back to each regional U.P. CMH Board for approval and a special Board meeting may have to be scheduled to review the by-laws; 2) The NorthCare Advisory Board unanimously recommend by consensus the appointment of Bill Slavin as the CEO of the new entity; and 3) Consensus by the NorthCare Advisory Committee is to look at the senate model for the governing Board for the new entity. Ms. Thekan stated that it is being asked of each regional U.P. CMH to approve/support the senate model. The senate model is that the same number of individuals from each CMH, three per CMH, would become the new entity Board which equals a 15 member Board. Ms. Thekan asked for a discussion regarding a vote for the senate model as this will need to be written into the by-laws and the AFP. Mari Negro stated that since the new entity is a Board for the CMH's and not a Board for the county that it is imperative that the CMH's are represented equally. Discussion ensued and miscellaneous questions were addressed by Ms. Thekan.

ACTION: A motion was made by M. Negro, supported by P. Connors to approve to support the senate model for the governance structure for the new regional entity. **Motion carried: 11 ayes; 1 nay.**

DISCUSSION: Ann Martin asked if there was not going to be an application process to take the leadership of the new entity Board. Ms. Thekan stated that the NorthCare Advisory Council cannot officially approve the CEO for the new entity but unanimously approved by consensus to recommend the appointment of Mr. Slavin. Discussion ensued. Ms. Thekan stated that concerns voiced regarding the appointment of the CEO before the new entity Board has been formed will be brought for discussion to the March 11 NorthCare Advisory Committee meeting. Ms. Thekan stated that a public forum conference is scheduled for March 14 at 4:30 p.m. (CST) to review the AFP. All three Northpointe offices will be set up to video-television the conference, which will be held in Marquette, and everyone is invited to attend the conference at any one of the three Northpointe offices.

CHAIRPERSONS REPORT - K. Raether

- A reminder was provided that it is not too late to make a donation to the CMH PAC 2013 annual campaign.
- The Great Lakes Executive Committee met on February 7. The Great Lakes fall conference is scheduled for September 8-10 in Hancock at the Ramada Inn. If there are any nominations for Great Lakes Association officers they can be provided in writing or made from the floor at the conference.
- Ms. Raether asked for a discussion regarding the recent controversy about Board members talking to employees or ex-employees. Discussion ensued.

A. Martin excused 6:00 p.m.

Further discussion ensued.

J. Luhtanen excused 6:05 p.m.

Further discussion ensued.

C. Spence excused 6:12 p.m.

BOARD PREROGATIVE/AMBASSADOR MOMENT– No Board prerogative/ambassador moment

PUBLIC COMMENTS- No public comments

ADJOURNMENT

Chairperson Raether stated the meeting adjourned. Meeting adjourned at 6:15 p.m.

The next regular monthly Board meeting is scheduled for **Thursday, March 28, 2013 in Kingsford, Michigan at 4:00 p.m.**

Karen Raether, Chairperson

Peggy Connors, Secretary

Mary Wendt, Board Secretary